

Procedure for Transfer of Technology

- I. In the event of a research outcome to be commercialised the faculty/investigator can contact the relevant industry and obtain an Expression of Interest (EoI) in a specific format given by CTDT. The format should have a separate column as to know from the company whether the technology transfer is to be Exclusive or Non-Exclusive.
- II. If Non-Exclusive technology transfer is requested and the faculty member also decides so, the EoI can be considered for further processing by CTDT as per procedure said below from **para VI**. The legal document to transfer the technology in this case is **MoA**.
- III. If the request is for Exclusive technology transfer and the faculty member also decides so, the research outcome (finding) should be advertised by the CTDT through University website and one English National newspaper inviting prospective takers for the technology. The legal document to transfer the technology in this case is **MoU**.
- IV. Interested industries can pay the technology document fee (fixed by CTDT) and get the document to understand the full scope and application of the technology. Based on the technology document the companies may submit a commercial bid. The commercial bids may be compared and considered for further processing.
- V. In case if a particular company has officially sponsored the research work fully or partially an exclusive technology transfer to that company can be considered without advertisement subject to the terms and conditions of the original project proposals to the funding agency.

- VI. The CTDT may then convene a meeting with Technology Transfer Committee members, which has been approved by the Vice-Chancellor to:
 - a) Process the EoI document, assess the technology transfer value and arrive at the price for the said technology transfer, along with Royalty (as applicable) in case of Non-Exclusive technology transfer through MoA.

(or)
 - b) Compare the commercial bids and arrive at the sufficiently responsive highest bidder (H1) who can be called for negotiation and finalise terms and conditions of the technology transfer, in case of Exclusive technology transfer through MoU.
- VII. CTDT may then convene a subsequent meeting with Technology Transfer Committee members and the Company representative preferably on the same day or at the earliest to negotiate the price and other terms and conditions.
- VIII. Memorandum of Agreement (MoA) or Memorandum of Understanding (MoU) may then be drafted by incorporating the terms and conditions for the technology transfer which may be legally vetted and submitted to Vice-Chancellor for approval. The approved draft can be considered for signing in case of MoA or to be put up to the syndicate in case of MoU.
- IX. The technology transfer amount should be transferred to the CTDT account as per norms.
- X. The Registrar may then sign the MoA/MoU approved by syndicate duly counter signed by the Inventor and Director, CTDT with the Company.
- XI. For Non-Exclusive technology transfer, if once approved, the same MoA can be repeated for other companies and processed at CTDT level itself and put up to the Registrar for signature.

The Investigator / Inventor can then start the process of transferring the technology as per the terms and conditions in the MoA.

The list of Technology transfers may periodically be reported by the Director, CTDT to Syndicate.