



Annex "A"

TECHNICAL SPECIFICATIONS

I. IP AND TECHNICAL RESEARCH SERVICES FOR TECHNOLOGY COMMERCIALIZATION PLAN AND INNOVATION STRATEGY IP Valuation written report inclusive of results with advice and recommendations

1. BACKGROUND AND OBJECTIVES

- 1.1 DOST-ASTI is seeking Intellectual Property (IP) and Technical Research Service for the Technology/IP Valuation of DOST-ASTI technologies for commercialization.
- 1.2 The service provider must submit a complete technology / IP valuation report for four (4) technologies.
- 1.3 The Approved Budget for the Contract is inclusive of all applicable government taxes and service charges.

2. TECHNICAL SPECIFICATIONS

- 2.1 Valuation report drafted in accordance with the acceptable and applicable tools and approaches;
- 2.2 Conduct at least two (2) face-to-face or virtual meetings and/or interviews with any or a combination of the following internal stakeholders: researchers, TLO, and management representative.
- 2.3 Conduct at least one (1) face-to-face, half-day session/orientation/workshop on any of the following topics:
 - 2.3.1 Upgrading your basic Business Model Canvass and Business Design
 - 2.3.2 Preparing the right research and development data for valuation
 - 2.3.3 Importance of IP Valuation and/or Technology Valuation for commercialization
 - 2.3.4 Any equivalent training/workshop that will harvest data/inputs for the two (2) valuation reports
- 2.4 DOST-ASTI TLO shall send relevant details or information within seven (7) calendar days upon issuance of Notice to Proceed.
- 2.5 Non-acknowledgment of DOST-ASTI TLO's email seven (7) calendar days would deem the disclosed data as complete. Additional days may be added as deemed necessary which may be negotiated by DOST-ASTI TLO and the contractor.
- 2.6 Inclusive communications and other related valuation expenses.
- 2.7. Inclusive of administrative fees, taxes and other services, and government charges.
- 2.8. Inclusive of a conclusive report of all outputs, and presentation to the DOST-ASTI management.

3. DELIVERY AND PAYMENT TERMS

3.1 Payment shall be made through progress billings, which shall be proportionate to the following milestones:

3.1.1 First draft of the Valuation report and after the conduct of a meeting/workshop, which must be done on or before 01 October 2024 - Fifty percent payment (50%)

3.1.2. Submission of final valuation report with inputs and comments from the meeting on or before 30 October 2024 – Fifty percent payment (50%)

3.2 The billing shall be accompanied by an acknowledgment document issued by an authorized officer of DOST-ASTI TLO certifying to the percentage of actual and acceptable works accomplished and that the amount being claimed by the Contractor is based on the percentage of accomplishment of the Contractor for the period.

3.3. Final Payment shall be made upon the submission of the Final Billing together with certification/acceptance/by the end-user that the services are delivered in accordance with the terms of this Contract and are duly inspected and accepted.

II. IP AND TECHNICAL RESEARCH SERVICES FOR TECHNOLOGY COMMERCIALIZATION PLAN AND INNOVATION STRATEGY Research Report on Freedom-to-Operate/Technology due diligence, inclusive of a written report with advice and recommendations

1. BACKGROUND AND OBJECTIVES

1.1 DOST-ASTI is seeking IP and Technical Research Service for the Freedom-to-Operate (FTO) report of DOST-ASTI technologies.

1.2. The service provider must submit a complete FTO Report for four (4) technologies.

1.3. The Approved Budget for the Contract is inclusive of all applicable government taxes and service charges.

2. TECHNICAL SPECIFICATIONS

2.1 FTO should be drafted in accordance with the acceptable standards that analyzes the risk of potential infringement, comprising but not limited to the following:

2.2. Conduct at least two (2) face-to-face or virtual meetings and/or interviews with any or a combination of the following internal stakeholders: researchers, TLO, and management representative.

2.3. Conduct at least one (1) face-to-face, half-day session/orientation/workshop on any of the following topics:

2.3.1 Importance of conducting an Intellectual Property (IP) infringement study or freedom to operate report for commercialization and public good purposes;

2.3.2. Basic IP enforcement and avoiding infringement cases; or

- 2.3.3. Any relevant topics on IP enforcement, FTO for Commercialization and Public Good purposes, any topic that avoids future litigation (infringement cases).
- 2.4. Comprehensive FTO search of similar, equivalent or closely related technology/system using databases such as IPOPHL, Espacenet and Patentscope as minimum, with the following scope:
 - 2.4.1. Published pending Philippine patent, utility model applications and industrial design applications of similar and closely related or counterpart technologies.
 - 2.4.2. Valid Philippine granted patents, utility model applications and industrial design registrations if applicable; and
 - 2.4.3. Valid foreign patent applications or registrations that may enter the Philippines through the Patent Cooperation Treaty.
 - 2.4.4. Search pool in the table containing the following information:
 - 2.4.4.1. Keywords used;
 - 2.4.4.2. Number of hits;
 - 2.4.4.3. Number of documents considered; and
 - 2.4.4.4. Number of relevant document/s.
- 2.5. FTO report will be prepared on a technology basis, which may have at least one (1) IP protection, wherein the search will be based on the relevant technical features of the technology using the above-mentioned prior art search tools.
- 2.6. FTO analysis, opinion and recommendation on the technology being rolled out for commercialization (e.g., licensing purposes or spin-off purposes).
- 2.7. DOST-ASTI TLO shall send relevant details or information within seven (7) calendar days upon issuance of Notice to Proceed.
- 2.8. Non-acknowledgement of DOST-ASTI TLO's email in seven (7) calendar days would deem the disclosed data as complete.
- 2.9. Inclusive communications and other related FTO services expenses.
- 2.10. Inclusive of administrative fees, taxes and other services, and government charges.
- 2.11. Inclusive of conclusive report of all outputs, and presentation to the DOST-ASTI Management.

3. DELIVERY AND PAYMENT TERMS

- 3.1. Payment shall be made through progress billings, which shall be proportionate to the following milestones:
 - 3.1.1. Submission of FTO first draft on or before 05 October 2024 – Twenty percent payment (20%)
 - 3.1.2. Delivery of all presentation/meeting/orientation/workshop/ discussion on or before 15 October 2024 - Twenty percent payment (40%)
 - 3.1.3. Receipt of final draft with inputs from meetings/workshops/discussions of FTO on or before 30 October 2024 – Forty percent payment (40%)
- 3.2. The billing shall be accompanied by an acknowledgment document/ certification issued by an authorized officer of DOST-ASTI TLO certifying to the percentage of actual and acceptable works accomplished and that the amount being claimed by the

Contractor is based on the percentage of accomplishment of the Contractor for the period.

- 3.3. Final Payment shall be made upon the submission of the Final Billing together with certification/acceptance/by the end-user that the services are delivered in accordance with the terms of this Contract and are duly inspected and accepted. Inclusive of conclusive report of all outputs, and presentation to the DOST-ASTI Management.