



PUNJAB HIGHER EDUCATION COMMISSION

INDIVIDUAL CONSULTANT REQUIRED FOR SHORT TERM CONSULTANCY

The Punjab Higher Education Commission (PHEC), Lahore intends to hire services of individual Consultants on short term consultancy regarding development of **INTELLECTUAL PROPERTY AND RESEARCH COMMERCIALIZATION POLICY DOCUMENT** for the Public and Private Sector Universities in Punjab. The objectives of the consultancy are to secure ownership and right to use the IP, develop procedures for identification, evaluation, protection and management of IP, cooperation with 3rd parties on prior informed consent, guidelines on the sharing of profits from successful commercialization, and mechanism to ensure respect for 3rd party IP rights. Individual Consultant must have followings:

Eligibility Criteria:

- Should have PhD or M.Phil degree in Quality Assurance / Quality Management / Business Management or equivalent.
- Should have at least five (05) years of relevant experience in Government and Private Sector, experience with the international organizations will be preferred.
- Must have Consultancy experience for at least 01 year.
- Ability to maintain a good working relationship with multiple and diverse stakeholders, listening to different points of view and building consensus for the direction of the initiative.
- Consultants should have specific experience of collecting data for education sector and preferably working with Public and Private sector.

General Terms & Conditions

- The Consultant will be hired / engaged on a lumpsum package.
- The Consultant will provide a workflow to complete the assignment within a period of 3 months.
- Only shortlisted candidates will be called for Interview.
- No TA/DA shall be admissible for appearing in the Interview.
- Late and incomplete applications will not be entertained.
- Interested individuals having expertise in the relevant field may submit their CVs along with supporting documents and covering letter about the assignment in the office of the Director (Training), Punjab Higher Education Commission (PHEC), 10th Floor, Arfa Software Technology Park (ASTP), Model Town, Lahore or email at asif.munir@punjabhec.gov.pk till 10th July, 2023 before 5:00 PM.
- Only shortlisted candidates will be called for Interview for final Selection.

Punjab Higher Education Commission
10th Floor, Arfa Software Technology Park, Lahore.

TERMS OF REFERENCE (TOR)

1. Background:

Intellectual Property is one of the major components for economic development of a Nation. Intellectual Property protection is an issue of universe concern in the International political, economic, scientific, technological and cultural exchanges. In this regard, The Punjab Higher Education Commission (PHEC), Lahore intends to hire services of individual Consultants on short term consultancy regarding development of **INTELLECTUAL PROPERTY AND RESEARCH COMMERCIALIZATION POLICY DOCUMENT** for the Public and Private Sector Universities in Punjab. The objectives of the consultancy are to secure ownership and right to use the IP, develop procedures for identification, evaluation, protection and management of IP, cooperation with 3rd parties on prior informed consent, guidelines on the sharing of profits from successful commercialization, and mechanism to ensure respect for 3rd party IP rights.

2. Objectives:

Followings are the key objectives of the consultancy:

- To develop Intellectual Property Policy document for Higher Education Institutions (HEIs)
- To develop mechanisms and Research Commercialization framework for HEIs
- To secure ownership of and right to use the IP
- To develop procedures for identification, evaluation, protection and management of IP
- Cooperation with third parties on prior informed consent.
- Guidelines on the sharing of profits from successful commercialization
- Mechanisms to ensure respect for third-party IP rights.

3. Scope:

The scope of this project is to prepare an Intellectual Property (IP) policy document for Public and Private Universities of the Government of the Punjab in consultation with relevant stakeholders in Punjab for development, registration, protection, licensing and commercialization of IP rights generated by the Universities and degree awarding institutions.

4. Duration of the assignment:

Maximum: 90 – Days (03-Months)

5. Estimated Budget:

Rs. 750,000/- (Pak Rupees)

6. Payment of Consultancy:

No advance payment will be made to the Consultant, payment will be made in installments which would be linked with the deliverables, as agreed with the selected consultant as per agreement.

7. Competencies:

The Consultant will possess the following qualifications and skills:

- Should have PhD or M.Phil degree in Quality Assurance / Quality Management or equivalent.
- Should have at least five (05) years of relevant experience in Government and Private Sector, experience with the international organizations will be preferred.
- Must have Consultancy experience for at least 01 year.
- Ability to maintain a good working relationship with multiple and diverse stakeholders, listening to different points of view and building consensus for the direction of the initiative.
- Consultants should have specific experience of collecting data for the education sector and preferably working with the Public and Private sector.
- Preference will be given to those who have experience in working on areas covered under the ToRs.
- Proficiency in the usage of computer desktop applications and office software packages would be mandatory.
- Good working knowledge of the latest developments in tools and techniques with respect to blended learning.

8. Selection Procedure:

Selection will be made through interviews by the Consultant Selection Committee, only shortlisted candidates will be called for Interview.