



**INVITING PROPOSAL FOR  
ESTABLISHING THE INNOVATION AND INCUBATION SUB-CENTER  
OF  
INCUBEIN (RTM NAGPUR UNIVERSITY BUSINESS INCUBATION  
CENTER)**

**ABOUT SCHEME:**

*Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur has established the Incubation Center under the aegis of Maharashtra State Innovation Society (MSInS), Government of Maharashtra, to promote individuals in their initial phase to create start-ups focusing on creating the impact in ecosystem. It provides initial support through mentoring, prototype grant and incubation support. RTMNU Business Incubation Center promotes the innovations and incubate them for start up to become successful entrepreneur by providing them Funding, workspace and mentoring. This Center will also provide a platform to any citizen in the age group of 8 to 70 years, irrespective of their educational background. At RTMNU Incubation Center, our goal is to aware the individuals at the grass root level to get through initial phase.*

*Under this scheme proposal are invited from potential Institutions affiliated to RTM Nagpur University to establish the Innovation and Incubation Sub-Center of INCUBEIN (RTMNU Business Incubation Center) to promote the student's innovations and reach to individuals. The institution is advised to submit a proposal for INCUBEIN Innovation and Incubation Sub-Center.*

**GUIDELINES FOR FORMULATING PROPOSAL:**

- 1. RTMNU will not be responsible for any delay in receiving the applications.*
- 2. All applications are to be strictly submitted in the online and off-line mode.*
- 3. Applicants can seek clarifications on the guidelines through the email [abhay.d07@gmail.com](mailto:abhay.d07@gmail.com).*



4. *All communications related to the scheme including announcements of shortlisted applicants and final selection of applicants will be published on university website <http://www.nagpuruniversity.ac.in>*
5. *The issue of these guidelines does not imply that RTMNU is bound to select an Applicant. RTMNU reserves the right to accept/reject any or all of applications submitted in response to the document at any stage without assigning any reasons whatsoever.*
6. *RTMNU's decision will be final and no explanation or justification for any aspect of the selection process shall be given*
7. *Applicants shall bear all costs associated with the preparation and submission of their applications, and their participation in the selection process.*
8. *The applicant would need to allot the space for establishing the innovation and incubation sub center after approval.*
9. *Only potential institutions affiliated to Nagpur University are eligible to apply for the scheme.*
10. *The application form to be submitted before 5.00 pm of last date submission in offline and online mode. RTMNU will not be responsible for any delay in receiving the applications.*
11. *The Proposal should have specific quantifiable objectives and clearly defined deliverables.*
12. *The proposal may be formulated through consultative process to improve viability.*
13. *Please ensure that scientific and technical details are clearly spelt out.*
14. *All the matters which are not mentioned here will be governed by the guidelines of scheme.*
15. *PDF copy of Pre-proposal signed by Investigator and forwarded by Head of Institute/College should be emailed to Email-ID: diilrtmnu2017@gmail.com.*



*All correspondence of offline mode submission may be sent to the following address:*

<i>For Offline Mode</i>	<i>For Online Mode</i>
<i>Dr. Rajesh Singh, The Director, Innovation, Incubation and Linkages Rashtrasant Tukadoji Maharaj Nagpur University, Mahatma Jyotiba Fule Education Campus, Amaravati Road, Nagpur-440033 Mb No.: 09422840360</i>	<i>Dr. Abhay Deshmukh Director, INCUBEIN, RTMNU Business Incubation Center, Rashtrasant Tukadoji Maharaj Nagpur University, Mahatma Jyotiba Fule Education Campus, Amaravati Road, Nagpur-440033 Mb. No: 8329017791</i>

## **DEADLINE**

**Timeline of submission of pre-proposal:**

<b>Submission start:</b>	<b>5<sup>th</sup> October, 2020</b>
<b>Deadline of submission:</b>	<b>4<sup>th</sup> November, 2020</b>



## **PORPOSAL FORMAT**

### **FOR ESTABLISHING INNOVATION AND INCUBATION SUB-CENTER OF INCUBEIN (RTM NAGPUR UNIVERSITY BUSINESS INCUBATION CENTER)**

#### **A. BASIC DETAILS**

<i>S.N</i>	<i>Item</i>	<i>Details</i>	<i>Annexure</i>
<b>1</b>	<i>Name of the Institution/ Organization (not applicable for individuals):</i>		
<b>2</b>	<i>Name of the legal entity (Society as mentioned in the registration document of the entity):</i>		
<b>3</b>	<i>Year of establishment:</i>		
<b>4</b>	<i>Registered address of the Institution:</i>		
<b>5</b>	<i>District:</i>		
<b>6</b>	<i>State:</i>		
<b>7</b>	<i>Pin Code:</i>		
<b>8</b>	<i>Website:</i>		
<b>9</b>	<i>Name of Head of institution*:</i>		
<b>10</b>	<i>Email address:</i>		
<b>11</b>	<i>Mobile number:</i>		
<b>12</b>	<i>Highest Qualification: Dropdown (Graduate/Post-Graduate/ MPhil/PhD and above)</i>		
<b>13</b>	<i>Current Designation:</i>		

#### **B. BACKGROUND**

<i>S.N</i>	<i>Item</i>	<i>Details</i>	<i>Annexure</i>
<b>1</b>	<i>Name of Institution</i>		
<b>2</b>	<i>Name of Parent University</i>		
<b>3</b>	<i>Specialisation of the educational institution (choose those applicable):</i> ♦ All ♦ Agriculture ♦ Medical ♦ Marketing ♦ E-commerce ♦ Health, Biotechnology, Medical Devices ♦ Water and wastewater ♦ Science ♦ Engineering & Technology ♦ Commerce ♦ Arts/ Humanities/ Social		



	Sciences ♦ Management ♦ Other (please specify)		
<b>4</b>	Total number of students		
<b>5</b>	Total number of students enrolled (in academic year 19-20) ___ Diploma ___ UG ___ PG ___ MPhil ___ PhD and above		
	Type of college: ♦ Men ♦ Women ♦ Co-educational		
<b>6</b>	Total number (in academic year 2019-20):  ___ Teaching faculty ___ Teaching faculty with PhD  (Attached list and Give details of faculties e.g Dept., area of research/expertise, year of exp etc.)		
<b>7</b>	Total number of employees • 0-99 ♦ 100-500 ♦ 500above		
<b>8</b>	Sector or domain of the business: (dropdown) Agriculture & allied, Automobile, Aerospace, Biotechnology, Chemicals, Consumer Durables, Pharmaceuticals, Defense, Education, Environment, Electrical & Power, Energy (Oil, Natural gas, Petroleum), Entertainment, Financial Services, Food processing, Healthcare, Hospitality, ICT & Electronics, Infrastructure, Manufacturing, Materials, Medical, Mining, Mass Media, Legal, Telecommunication, Transport, Water, Other.		
<b>9</b>	List of research Equipment's available (Attach list) Give the details of Instrument name, model, make, date of purchase)		
<b>10</b>	List of Labs/ Centre/COE available (Attach List)		
<b>11</b>	List of teachers with their specialization (Attach List)		



### C. Intellectual Property

S.N	Item	Details	Annexure
1	Number of research papers published in past 3 years		
2	Number of technologies commercialized in past 3 years		
3	Number of Indian or WIPO-compliant patents filed in last 3 years		
4	Number of Indian or WIPO-compliant patents received in last 3 years		

### D. PRIOR EXPERIENCE

S.N	Item	Details	Annexure
1	Number of entrepreneurship awareness / training programs conducted in the last three fiscal years (Attached List)		
2	Have you accelerated / funded startups in the last three fiscal years (Attached List)		
3	Total number of startups supported in the last three fiscal years (attached List)		
4	Provide brief description of start-ups and entrepreneurs supported at your institution (50 words):		

### E. PROPOSED TEAM

S.N	Item	Details	Annexure
1	Proposed In-charge (Faculty Member) <ul style="list-style-type: none"><li>Name</li><li>Designation</li><li>Highest Qualification</li><li>Current Designation</li><li>Total number of experience in years: ___Academic/Teaching ___ Industry ___Research ___ Entrepreneurial</li></ul> Is the proposed In-charge currently holding a fulltime position? (Y/N)		
2	Total number of proposed manpower for the Sub Center		
3	Proposed Student In-charge		



<b>4</b>	<i>Proposed Student Team Members</i>		
----------	--------------------------------------	--	--

**F. PARTNERSHIP LINKAGES**

S.N	Item	Details
<b>1</b>	<i>Total number of partners (existing):</i>	
<b>2</b>	<i>Total number of partners (new):</i>	
<b>3</b>	<p><i>Provide details of 5 partners who are most relevant for the BIC</i></p> <ul style="list-style-type: none"> <li>• <i>Name</i></li> <li>• <i>Type of partner</i></li> <li>• <i>Type of linkage</i></li> <li>• <i>Status</i></li> <li>• <i>Comments (not more than 50 characters)</i></li> </ul> <p><i>#Letter of Intent (LOI) to be attached from proposed and existing partners indicating consent and describing the linkages on the letterhead of the respective individual/ corporate/ institution/ bank etc.</i></p> <p><i>Description: a) Type of partner: Academic, Corporate, Individual, Start-up, Government, R&amp;D Lab, Investment, Small Medium Enterprise (SME), Others (please specify). b) Type of Linkages: Buyer/Vendor, Mentoring, R&amp;D, Business Innovation, Networking, Donor, Market access, Business Support, Other. c) Status: Existing, Proposed</i></p>	

**G. PROPOSED SUB- CENTER DETAILS**

S.N	Item	Details	Annexure
<b>1</b>	<i>Distance form University (in kms)</i>		
<b>2</b>	<p><i>What is the main strength of the organization that you will leverage for the BIC?</i></p> <ul style="list-style-type: none"> <li>• <i>Real estate / Office space</i></li> <li>• <i>Maker space</i></li> <li>• <i>Wet Lab(s)</i></li> <li>• <i>Pool of strong business / tech mentors</i></li> <li>• <i>Networking with other institutions / Labs / Academia</i></li> <li>• <i>Finance for setting up the incubator</i></li> <li>• <i>Test beds for pilots</i></li> <li>• <i>Faculty guides</i></li> <li>• <i>Patent facilitation Centre</i></li> <li>• <i>Technical support</i></li> </ul>		



**INCUBEIN, (RTMNU Business Incubation Center)  
RASHTRASANT TUKADOJI MAHARAJ NAGPUR UNIVERSITY**



**INCUBEIN**  
Foundation

	<ul style="list-style-type: none"> <li>• Other support services</li> <li>• Any other, please specify</li> </ul>		
<b>3</b>	Proposed floor area for setting up the BIC (in sq. ft):		
<b>4</b>	Is the space available for exclusive use of the incubator immediately?		
<b>5</b>	Proposed sector of focus for the incubator: a) Agriculture and Allied Fields b) Bio Technology c) Building Materials/Construction Technology d) Electricity, New and Renewable Energy and Environmental sustainability e) Education f) Health and Pharmaceuticals g) Infrastructure h) Information & Communication Technology (ICT) i) Sensor Technology j) Manufacturing and Engineering k) Micro and Nano electronics l) New Materials including Nano Materials m) Water, Sanitation and Solid Waste Management n) Housing – Urban and Rural o) Transport p) Other emerging areas or of social / national importance: Please specify		
<b>6</b>	Proposed investment from the applicant institution (in Rs. Lakhs)		
<b>7</b>	Have you taken any other grant from any Government (Centre or State) ministry/organization to establish an incubator?		
<b>8</b>	If Yes, is the grant currently active?		
<b>9</b>	If No, please specify: a. Name of the grant-giving organization, b. Name of program/scheme, c. The total sanctioned amount, d. Date of sanction, e. Duration of the grant:		
<b>10</b>	Projected targets as per the business plan attached: <ul style="list-style-type: none"> <li>• Number of startups that will be incubated</li> <li>• Number of startup accelerators proposed</li> <li>• Number of hackathons proposed</li> <li>• Number of other intensive training programs (not counting hackathons/accelerators) for early stage startups proposed</li> <li>• Number of mentors who will be available Number of start-ups that will receive external funding</li> <li>• Number of events outside the applicant entity</li> <li>• Number of startups that will graduated</li> </ul>		
	Provide details about any other events that you intend to host (50 words):		

**Note: Attached Certificates, Proofs, and mentioned lists with details as Annexure with serial numbers in last.**

**Signature and Seal of  
Head of Institution**