

Gujarat Quantum Mission Stakeholder Engagement Kit

Letters, meeting agendas, questionnaires, evidence requests and inspection forms

Prepared for authorised use after appointment of the Gujarat mission owner

Use and approval

This kit provides editable drafts. The authorised state office must insert the issuing authority, recipient, reference number, dates, confidentiality classification and signatory before sending. No communication has been sent through this package.

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1 Official institutional data request

Subject Gujarat quantum capability and facility verification

To Head of institution or authorised nominee

The Government of Gujarat is conducting a structured verification of quantum technology capabilities, facilities, funded projects, talent and external access arrangements in the state. The exercise will support evidence-based planning and coordination with the National Quantum Mission.

Please nominate one institutional coordinator and provide the records listed below by [date]. The exercise distinguishes teaching, research, prototype, operational and independently validated capability. Submission does not imply funding, selection or procurement.

- Named investigators, staff and students with relevant roles.
- Project title, sponsor, sanction, period, funds sanctioned, released and spent, deliverables and current status.
- Equipment register with make, model, serial, ownership, site, commissioning, calibration, uptime, custodian and maintenance.
- Publications, software, patents, prototypes, independent tests, deployments and customers, classified separately.
- Formal relationship with an NQM hub or technical group, including work package, funding and obligations.
- External access rules, tariff, queue, security, IP, confidentiality, sample and data conditions.
- Industry or government problem statements with baseline, data or test site, acceptance test and procurement path.
- Five-year staffing, maintenance and infrastructure requirements.

Please attach source documents or provide secure data-room references. Mark any restricted material and identify the authority required for access.

Authorised signatory _____ Date _____

2 Industry problem statement invitation

Subject Invitation to submit operational problems for the Gujarat quantum technology programme

The programme seeks operational problems where quantum, post quantum cryptography or quantum-inspired methods can be tested against strong existing approaches. The state will not assume that a quantum solution is superior.

Please submit one form per problem. The submission must name the accountable user, current system, measurable baseline, available data or test site, security constraints, acceptance criteria, likely procurement route and explicit stop condition. Problems without these elements will remain discovery topics rather than pilots.

- Suitable areas include cryptographic migration, timing and sensing, transport and logistics optimisation, component and materials development, and scientific computing.
- The user agency must provide domain staff for design and acceptance.
- Independent benchmarking may produce a negative result. The programme will preserve that result.
- Submission does not create a procurement commitment or vendor preference.

Programme contact _____ Submission date _____

3 DST National Quantum Mission meeting request

Subject Gujarat coordination meeting with the National Quantum Mission

Gujarat proposes a structured discussion with the Mission Director and Quantum Technology Cell to align state capability, user demand and co-funding with the four thematic hubs. The state seeks confirmation of lawful engagement routes for government agencies, universities, public sector users and companies after hub formation.

Requested discussion

1. Current and forthcoming calls for projects, startups, teaching laboratories, talent and industry users.
2. Procedure for a state coordination office to present a four-hub capability and demand portfolio.
3. Whether new spokes or member institutions can be admitted and under which authority.
4. Operational facilities, access policies, tariffs, commissioning status and user support.
5. Common IP, licensing, publication, security, conflict-of-interest and independent-validation rules.
6. Required documents for a Gujarat capability note, problem statements, co-funding proposal or memorandum of understanding.

Requested participants Mission Director, relevant hub representatives, Gujarat mission owner, nominated technical leads and user-agency representatives.

4 Common hub meeting agenda

Agenda item	Evidence requested	Meeting outcome
Legal access route	Current policy for institutions, agencies, PSUs, companies and startups.	Named route, applicant, authority and next date.
Calls and funding	Open, scheduled and closed calls, budget bands, instrument and evaluation time.	Application calendar and responsible Gujarat applicants.
Facilities	Installed and commissioned inventory, utilization, tariff, queue, operator support and interim options.	Facility matrix and access owner.
Projects in Gujarat	Existing PIs, work packages, sanctions, milestones and assets.	Verified Gujarat hub map.
Industry intake	Process for accepting user problems and matching technical teams.	Problem submission format and review owner.
Commercial terms	Background and foreground IP, equity or CCPS, licensing, publication and confidentiality.	Draft term sheet and unresolved legal items.
Security and validation	Critical infrastructure approvals, data rules, standards and independent tests.	Security review and acceptance plan.
Twelve-month action	Work possible without duplicating national infrastructure.	Named work packages, dates and decision gates.

5 Institution capability interview

1. What formal quantum projects or work packages exist? Provide sanction and latest status.

Response _____

Evidence reference _____

2. Who works on each project and at what level of effort?

Response _____

Evidence reference _____

3. Which quantum-specific equipment is operational? Provide ownership, serial, commissioning and calibration.

Response _____

Evidence reference _____

4. Which results are publications, prototypes, independent tests, field deployments or products?

Response _____

Evidence reference _____

5. Who owns background IP, foreground IP, software, recipes and data?

Response _____

Evidence reference _____

6. What formal NQM hub or technical-group role exists?

Response _____

Evidence reference _____

7. Which facilities can external Gujarat users access, under what terms?

Response _____

Evidence reference _____

8. Which five gaps block the next technical milestone?

Response _____

Evidence reference _____

9. Which named user problem has a baseline, data or site and procurement path?

Response _____

Evidence reference _____

10. What can the institution commit to a shared state network?

Response _____

Evidence reference _____

6 Facility inspection form

Field	Response
Institution and site	
Facility or instrument	
Owner and custodian	
Funding source	
Make model and serial	
Purpose	Teaching Research Prototype Service Accredited test
Commissioned date	
Calibration and traceability	
Operational status	Installed Operational Under repair Decommissioned Unknown
Uptime and utilization	
Operators and training	
Maintenance contract and annual cost	
Safety and security controls	
External access eligibility and tariff	
Queue and service level	
Sample data and confidentiality rules	
Background and generated IP rules	
Evidence inspected	Invoice acceptance calibration booking test report other
Inspector conclusion	Verified Partially verified Not verified
Open actions owner and date	

7 Industry problem statement form

Field	Required response
Organisation and accountable owner	
Operational problem	
Current system and workflow	
Baseline measure and period	
Consequence if unresolved	
Why quantum or quantum-inspired may be relevant	
Strongest classical alternative	
Available data sample fibre or test site	
Security privacy safety and export constraints	
User staff and co-funding	
Pilot duration and maximum acceptable cost	
Acceptance thresholds	
Stop condition	
Procurement route after success	
Budget owner and acceptance signatory	
Independent benchmarking permitted	Yes No Conditions
Publication of negative results permitted	Yes No Conditions

8 Pilot concept form

Field	Response
Pilot title	
Problem owner	
Technical lead	
NQM hub or facility partner	
Hypothesis	
Technology readiness at start	
Classical baseline	
Test data or site	
Pre-registered method	
Milestones and dates	
Security and ethics approval	
Independent reviewer	
Budget and source	
Background and foreground IP	
Acceptance threshold	
Stop condition	
Path after success	Procurement research licensing scale-up no further action

9 Access term sheet

Term	Agreed position or open issue
Legal applicant and authorised signatories	
Named work package and deliverables	
Milestones TRL and acceptance	
Facility access hours queue and operator support	
Tariff co-funding consumables travel and taxes	
Equipment ownership maintenance and liability	
Background IP	
Foreground IP joint ownership and licensing	
Equity CCPS incubation fee or revenue share	
Confidentiality and publication review	
Data residency cybersecurity and critical infrastructure	
Export control and foreign participation	
Procurement neutrality and conflicts	
Independent validation	
Termination negative results and asset disposition	
Reporting audit and dispute resolution	

10 Meeting record and evidence log

Field	Record
Meeting	
Date venue and participants	
Authority and purpose	
Documents received	
Claims confirmed	
Claims corrected or withdrawn	
Restricted evidence location	
Decisions	
Actions owner and due date	
Unresolved questions	
Next meeting	
Recorder and approver	

Evidence attachment register

ID	Document or record	Source owner	Date	Classification	Verified by

11 Ninety day engagement calendar

Period	Engagement	Output
Days 1 to 15	Gujarat DST, GIL, GUJCOST and finance or procurement owners. Issue institutional evidence requests.	Authority map, tender files, data room and response tracker.
Days 16 to 35	Institution interviews and facility inspections.	Signed institution sheets and verified asset register.
Days 21 to 45	Problem workshops with GIFT, digital government, ISR, GSV, utilities, ports, water, health and semiconductor actors.	Ten to fifteen signed problem statements.
Days 30 to 60	DST NQM umbrella meeting and separate meetings with FQCI, Samgnya, Qmet and QMD.	Four access matrices and draft term sheets.
Days 50 to 75	Independent technical, security, procurement and finance review.	Ranked pilot slate and rejection reasons.
Days 76 to 90	Decision meeting and pilot authorisation.	Budget, owners, milestones, stop gates and quarterly reporting format.

Completion boundary

A meeting, letter, submission or memorandum does not establish access or delivery. Close an action only when the authorised record, signed term, accepted facility evidence or approved pilot decision is stored in the evidence room.