

GENERAL PROJECT INFORMATION

(AGRI BUSINESS REGISTRATION)

1.0 PROJECT INFORMATION :

1.1 NAME & ADDRESS OF INDUSTRIAL UNDERTAKING IN FULL (Please fill in BLOCK LETTERS).

Name of Undertaking :

Area

Town/City

District

Tehsil/ Taluka.

State

Pin Code

Phone: STD Code

Numbers

Fax: STD Code

Numbers

Telex :

Cable :

E-Mail

Web Site :

1.2 LOCAL OFFICE (CONTACT PERSON) (Please fill in BLOCK LETTERS)

Name :

Address:

Phone: STD Code

Numbers

Fax: STD Code

Numbers

Telex :

Cable :

E-Mail

1.3 S.S.I.: IEM LOI EOU (please tick mark)

Registration No.:

Date:

/	/	
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D D M M Y Y

1.4 PERIOD UPTO WHICH THE REGISTRATION IS VALID :

Date

D D	M M	Y Y

1.5 REGISTRATION NUMBER ALLOTTED BY REGISTRAR OF COMPANIES : (If Registered) :

Registration No.:

1.6 DETAILS OF THE DIRECTORS/ MD (Please fill in BLOCK LETTER).

Name :

Designation:

Street/ Area

Town/ City

Tehsil/ Taluka

District

State

Pin Code

Phone: STD Code

Numbers

Fax: STD Code

Numbers

E-Mail :

1.7 LOCATION OF THE PROJECT :

Site/ Survey No.

Village :

Tehsil / Taluka :

District :

Pin Code :

1.8 STATUS OF PROMOTER/ INDUSTRIAL UNDERTAKING (Please tick mark)

- | | |
|--|---|
| <input type="checkbox"/> Central Govt. Undertaking | <input type="checkbox"/> Private Sector Undertaking |
| <input type="checkbox"/> State Govt. Undertaking | <input type="checkbox"/> FDI / OCB |
| <input type="checkbox"/> Co-operative Undertaking | <input type="checkbox"/> NRI |
| <input type="checkbox"/> Joint Sector Undertaking | <input type="checkbox"/> Partnership Firm |
| <input type="checkbox"/> Assisted Sector Undertaking | <input type="checkbox"/> Individual Promoter |

1.9 INDICATE WHETHER THIS PROPOSAL IS FOR (Please tick mark) :

- Establishment of new undertaking
- Effecting substantial expansion
- Effecting diversification
- Effecting modernization
- Others, please specify : _____

1.10 PURPOSE FOR EXPANSION/ MODERNISATION/ DIVERSIFICATION :

1.11 ITEMS OF MANUFACTURE/ PRODUCTION/ PROCESSING :

Sr. No.	Name of Product	Item Code (ITC/NIC)	Installed Capacity (Annual)	Unit	Value (Rs.)	Mode of Storage & Handling.
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1.12 REQUIREMENTS OF RAW MATERIALS (Product-wise) :

Sr. No.	Name of Product	Name of Raw Materials	Yearly requirement In Quantity	Yearly requirement In Value	Indigenous or imported	Mode of Storage & Handling
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1.13 DETAILS OF PLANT & MACHINERY :

Sr. No.	Name of the equip/machinery.	No. (in lacs)	Value Rs.	Horse Power Requirement.	Dimension and floor space (In Sq. Mtrs.)
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1.14 DETAILS OF MANUFACTURING/ PROCESSING/ PRODUCING :

(Please attach a short note on separate sheet and give reference here)

1.15 WHETHER THE PROPOSED PROJECT IS AVAILING ASSISTANCE FROM NHB/ MFPI / APEDA :

YES / NO.

If yes, please give details

2.0 YEAR OF ESTABLISHMENT OF THE APPLICANT.

3.0 ARE YOU SEEKING REGISTRATION AS

- 3.1 Manufacturer. / Processor.
- 3.2 Manufacturer - Exporter.
- 3.3 Merchant - Exporter.
- 3.4 R. & D. Institute.
- 3.5 Farmer Exporter.

- 3.6 Agri infrastructure project.
- 3.7 Consultant.
- 3.8 Any others (Please Specify)

4.0 TURN - OVER IN AGRI BUSINESS VALUE OF LAST 3 YEARS.

NO.	YEAR	TURN-OVER		TOTAL
		DOMESTIC	EXPORT	
1				
2				
3				

5.0 AGRI BUSINESS REGISTRATATION FEES.

Turnover or project cost which ever is higher would be applicable .

Turnover / Project cost In Rs. Lacs	Registration Fees. Rupees.
❖ Up to 100	1000/-
❖ 101 to 500	2000/-
❖ 501 to 1000	5000/-
❖ 1001 & above	10000/-

6.0 DETAILS OF PAYMENT .

Cheque No /D.D. No.

Bank

Branch

Amount Rs. _____.

I /We here by declare that the above information is correct to the best of my/our knowledge and belief.
I/We also undertake to abide by the condition subject to which registration /Membership is granted.

Signature. _____

Name in block letters. _____

Designation : _____

Address: _____

Pin code: _____

Date: _____.

Encl:

- 1. Copy of project Report with Project Cost.
- 2. D.D/cheque in Favour of Guj. Agro Ind. Corpn. Ltd., AHMEDABAD

**APPLICATION FOR AVAILING ASSISTANCE
FOR AGRO INDUSTRIAL PROJECT, AGRI INFRASTRUCTURE
PROJECT AND CENTRE OF EXCELLENCE**

Instructions:

- 1) **Please submit the application only after sanction of term loan.**
- 2) **Please fill the form completely alongwith necessary attachments to ensure that it is processed. Just giving reference of other documents in the form will not suffice (eg. pl. Do not mention “as per project report”, fill the details in the form itself)**
- 3) **For any clarifications regarding the filling of form, please contact our officers directly.**

General :

1.1 Name & Address of the Applicant

OFFICE:

FACTORY:

1.2 Agri Business Registration :

1.3Name of project

1.4Products manufactured:

1.5Assistance required for
(please Tick Mark)

New unit /Diversification/
Modernization/Expansion.

1.5 Reasons for Expansion / Modernization / Diversification

(Pl. provide justification as per condition 3(j) of the GR, please attach a separate sheet if required)

2.0 Project Details

2.1. Cost of Project

(As per the project appraised by the Financial Institution/Bank)

Investment in Project

(Rs. in Lacs)

Existing Proposed
(in case of moderni/
expansion/diversifi.)

1.	Land	
2.	Building (Plant & Adm.)	
3.	Other construction	
4.	Plant & Machinery	
4.1	Indigenous Macs	
4.2	Imported Macs.	
4.3	Electrification	
4.4	Plant for non-conventional source of energy	
4.5	Material handling equipment	
4.6	Plant for purification/desalination of water	
4.7	Pollution Control Equipment	
5.	D.G. Set	
6.	Technical know-how Fees	
7.	Any other (Please specify)	
	Total	

2.2 Present Capacity, Production & Capacity Utilization(last three years)

Product	Capacity (mt /per annum)	Production (mt /per annum)	sales Value in Rs (lakhs)	Capacity Utilization (%)
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2.3 Proposed Capacity, Production & Capacity Utilization in new unit or on expansion / diversification / modernization(first five years)

Product	Capacity (mt /per annum)	Production (mt /per annum)	sales Value in Rs (lakhs)	Capacity Utilization (%)
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2.4 Investment

(i) Investment in fixed assets before undertaking expansion / diversification

(ii) Proposed additional investment in fixed assets

(iii) Percentage increase in (ii) over (i)

2.5. Employment(in number)

Sr. No.	Type	Existing		Proposed		Total		In %	
		Local	Out side	Local	Outside	Local	Outside	Local	Outside
1.	Supervisory								
2.	Non-Supervisory								
3.	Total								

2.6. Year/Month by which the Unit shall commence/ has commenced the production.

Date:

	/		/	
DD		MM		YY

3.0 Finance :

(A)	Means of Finance	(Rs. In lacs).	Existing	Proposed	Total
a1.	Equity (Promoter/Foreign/Others)				
a2.	Term Loan				
a3.	Deposits				
a4.	Internal				
a5.	Government subsidy				
a6.	Others				
	TOTAL :				

(B) Financial Benchmarks :

- b1. Break even point
- b2. Internal rate of return
- b3. Debt equity ratio
- b4. Debt service coverage ratio

(C) Other information if any :

Place:

Applicant's Signature: _____

Dated:

Name : _____

Designation : _____

List of Enclosures :

1. Sanction letter of term loan
2. Project Report (Submitted to Financial Institution / Bank)
3. Project Appraisal Report (Appraisal by Financial Institution / Bank)
4. GPCB consent
5. Copy of GIDC plot/shed allotment letter or possession letter or land purchase deed
6. N.A. permission
7. Copy of partnership deed/certificate of incorporation.
8. Affidavit (format given)
9. Certificate I & II from Financial Institution / Bank (formats attached)
10. Copy of applicable industrial registration certificate (SSI Reg./IEM/LOI/LOP)
11. Schedule of disbursement
12. Repayment schedule
13. Proof of commercial production – first sale bill/electricity consumption proof/raw material consumption proof/purchase of machinery proof
14. a) CA Certificate regarding existing investment in fixed asset in case of modernization/expansion.
b) CA certificate regarding new investment (format given)
15. Civil Engineers certificate (format given)

CHARTERED ACCOUNTANT CERTIFICATE

The Chartered Accountant :

We hereby certify that _____

(Name of the Industrial Unit)

have acquired following fixed assets upto _____

at their _____

(Project Address)

for manufacture of _____

(Name of product)

Sr. No.	Break-up Fixed Assets	Actual Investment	(Rs. in lakhs) Un-paid Amount (if any)
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1. Lease hold/free hold land.
2. Cost of development of the land:
3. Bldg. Under construction/constructed completely.
 - a. Amt. Rs. to the bldg./contractors.
 - b. Amt. Paid for bldg. Materials
 - c. Amt. Paid for wages & salaries
Etc. for the bldg. Construction.
 - d. Architects fees.
4. Electrical installations.
5. Plant & machinery.
 - a. Value paid for machinery at site
 - b. Advance payments to machinery
Suppliers.
6. Loading, un-loading transportation,
Octroi duties, erection expenses etc.
Included for plant & machineries
(Head wise details should be furnished
separately)

...2/-

- 7. Pre-operative expenses
- 8. Preliminary expenses
- 9. Miscellaneous fixed assets
 - a) Car
 - b) Furniture & other
 - c)
 - d)

10. Total: _____

We have checked the books of accounts of the unit the invoice etc. and certify that the aforesaid information is verified and certified, to be true. We also certify that all the aforesaid items have been duly paid and no credit is raised there against in the books of unit, except of those stated above.

Date:

Place:

(FOR SUBSIDY CLAIM)

Civil Engineer's certificate for new constructed buildings

I hereby certify that as against the estimated cost of Rs. _____
(Rs. _____ only)
of the building and civil works for M/s. _____
for their project at _____, the unit has so
far completed the civil works as under upto _____.

Amount Rs.

- (1) Value of completed civil works
As per approved plant.
- (2) Value of materials at site.
- (3) Amount certified for payment to the
Building contractor
- (4) Retention money (from Civil Contractors)

Break-up of construction	Nature of Construction such as	Total Construction Sq. Mtr.	Construction cost per Sq. Mtr.	Total Value K.M.	Remarks
1	2	3	4	5	6

1. Factory Bldg.]
2. Godown
3. Chowkidar Cabin
4. Office room
5. Other structure
6. Compound wall

Signature of Civil Engineers
Stamp with Registration No.

Date:

CERTIFICATE FROM FINANCIAL INSTITUTIONS / BANK – NO. I

This is to certify that our Financial Institution /Bank _____ has agreed to finance the project_____.

We have appraised the project and agreed to provide Rs. _____ as term loan.

The unit proposes to invest in fixed “assets” as under:

Land Rs _____

Building Rs _____

Machineries Rs _____

*Others Rs _____

Total Rs _____

Authorized signatory
Bank/Branch

*Pl. specify.

CERTIFICATE FROM FINANCIAL INSTITUTIONS / BANK – NO. II

This is to certify that our Bank / Financial Institution _____ has financed the project _____.

We have appraised the project and provided Rs. _____ as term loan.

The unit has invested in fixed "assets" as under :

Land Rs. _____

Building Rs. _____

Machineries Rs. _____

*Others Rs. _____

TOTAL Rs. _____

The unit has commenced the commercial production from _____.

The unit has repaid the loan amount Rs. _____ for period ** _____ to us as under :

Principal amount Rs. _____

Interest Rs. _____

Penal and others Rs. _____

TOTAL Rs. _____

It is also certified that interest mentioned above does not include penal interest. The unit is regular in repayment as per the schedule.

Back ended interest subsidy payable to the unit on long term loan @ 6% per annum is Rs. _____ for the year _____.

Authorized signatory,
Bank / Branch

* **Pl. specify**

** If the project has commenced the production during the year then annual year shall be counted from that date to 31st March of succeeding year.

AFFIDAVIT

I/We hereby declare that I/We have read the Government Resolutions applicable to my Agro Industrial unit under New Agro Industrial Policy and its amendments issued from time to time. I/We undertake to comply all the conditions stipulated therein. We state that assistance sought under New Agro Industrial Policy – 2000 is not sought under any other scheme of the State Government for the same purpose / unit.

I/We hereby declare that the details given above are true and correct, if any of the information is found to be incorrect and not fulfilling the provisions laid down in the Government Resolution, registration / incentives are liable to be cancelled.

Place :

Applicant's Signature

Date :

Name :

Designation :

15.

**APPLICATION FORM FOR
FINANCIAL ASSISTANCE FOR RESEARCH & DEVELOPMENT**

1.0. Name of Organization/Individual.

Full address : Business office/
Manufacturing Unit.

Area

Town/City

Tehsil/Taluka

District

State Pin code No.

Phone : STD code: No(s)

Fax : STD code: No(s)

Telex : Cable:

Email : Website:

2.0. Gujarat Agri Business Registration No:

3.0 Type of organization.(please tick relevant):

- a) Manufacturer/merchant exporter, existing/new venture
- b) Public sector undertaking/Co-op. society/Public limited Co./Private Ltd Co/Partnership/Others (specify)
- c) Export/Trading House/Star/Super Star Trading House(enclose photocopy of valid certificate).

4.0 Agri products processed/manufactured./Exported.

5.0 Varietal Research.

5.1 Raw materials processed/consumed/Exported.

Agri products

Qty(tonnes)

[a]

[b]

[c]

[d]

[e]

[f]

[g]

[h]

[i]

5.2. Please indicate specifications of raw materials sourced and its locations.

5.3. Please indicate on a separate sheet specifications you require in raw materials for your Processing unit.

5. 4. International specification of such raw materials. (Please enclose a separate sheet if required.)

5.5. Scale of investigation at laboratory.

5.6. Field work trials required/proposed.

6.0 Value Addition Research :

6.1 Process:

[a] Detailed description of the process.

[b] Flow sheet.

6.2 Laboratory work.

[a] Scale of investigation .

[b] Quality of product to be prepared.

[c] Data of laboratory investigation .

[d] Details of the data to be collected.

6.3 Raw Materials.

[a] Specifications of raw materials.

[b] Their availability.

(i) Indigenous.

(ii) Imported.

6.4 Any work to be done on pilot plant.

If yes:

[a] Capacity of the pilot plant.

[b] Duration of the pilot plant investigation.

6.5 Whether the pilot plant will be needed to commercialize the project.-Yes/No.

6.6 Estimated cost of Pilot plant is Rs._____lacs.

6.7 Quality of Products.

[a] Specifications of the products, Indian Standards or others

[b] Have the products been tested to conform to the specifications?

[c] Consumer acceptability report of the product.

6.8 Quality testing plants for new products

(whether approvals of relevant authorities obtained)

7.0 Name of the Govt.approved R&D institute for the work.

8.0 Professional details of R&D personnel involved.

9.0 Implementation schedule (bar-chart/Milestone chart)

10.0 Monitoring mechanism

11.0 Estimated cost of Research and Development work.

11.1. Assistance from Central Govt. Rs._____ lacs

11.2. Assistance from the State Govt. Rs._____ lacs

11.3. Internal Sources Rs._____ lacs

Total: Rs._____ lacs.

12.0. Assistance from the State Govt. as % of estimated cost of R& D.

13.0 Any other details/Remarks:

Place: Authorized signatory

Date: Name(block letters)

APPLICATION FORM FOR QUALITY CERTIFICATION MARK ASSISTANCE

1.0 Name and address of Promoter :

2.0 Products manufactured/processed:

- a) Products:
- b) Co-product and by products, if any :

3.0 Use of the products and by products

4.0 SSI Registration No.

5.0 Gujarat Agri business registration No.

6.0 Quality Certification Standards obtained

(Pl. enclose photocopy of the certificate)

- | | Name of QC mark | Date of issue | Date of expiry |
|---|----------------------------|---------------|----------------|
| • | HACCP | | |
| • | ISO 9000 | | |
| • | ISO 14000 | | |
| • | TMQ | | |
| • | Any other (please specify) | | |

7.0 Name of the Consultancy firm/ organisation Involved :

8.0 Details of expenditure & payment made (separately for each QC Mark)

Sr. No.	Bill No.	Date	Party	Details (purpose)	Amount Rs.	Cheque No.	Bank Name	Date of payment	Amount of payment

9.0 Assistance claimed:

10.0 Assistance claimed as % of total fees charged :

Place:	Applicant's Signature.
Date :	Name
	Designation

Enclosures :

1. Affidavit
2. Copy of the certificate from the bank regarding commencement of the production.
3. Copy of SSI registration.
4. Photocopies of invoice and receipts as per details at point no. 8 of the form.
5. C.A. certificate regarding details above.
6. Copy of agreement with the consultant.
7. Copy of quality certificate(s) duly attested.

Instructions:

Application forms must be complete in all respect with all enclosures filled in the format given

APPLICATION FORM FOR PROJECT REPORT ASSISTANCE

- 1.0 Name of the Project
- 2.0 Cost of the Project
(As per appraisal of the Financial Institution/Bank)
- 3.0 Project Report Fees
- 4.0 Project Report Fees as % of Project cost.
- 5.0 Proof of the payment released to the Consultant
- 6.0 Assistance claimed
- 7.0 Date of commercial production
(duly certified by bank / F.I. / DIC)
- 8.0 Name of registered consultant

/ /
DD MM YY

Address :

Phone no. :

Fax :

E-mail :

Place :

Applicant's Signature.

Date :

Name

Designation

Enclosures :

- 1. Affidavit
- 2. Copy of the certificate from the bank regarding commencement of the production.
- 3. Proof of payment released to the consultant.
- 4. Payment receipt from the consultant.

**APPLICATION FORM FOR
FINANCIAL ASSISTANCE FOR EXPORTS**

1.0 Name of Organization/Individual.

Full address :

Business office:

Manufacturing Unit.

Area

Town/City

Tehsil / Taluka

District

State

Pin code No.

Phone : STD code:

No(s)

Fax : STD code:

No(s)

Telex :

Cable:

Email :

Website:

2.0 Gujarat Agri Business Registration No:

3.0 Type of organization (Please tick relevant)

3.1 Manufacturer/Merchant exporter

3.2 Existing/New

3.3 Status of Organization

- [A] () Public sector undertaking () Co-op. society
 () Public Ltd Co () Private Ltd Co
 () Joint Sector undertaking () Associated sector Undertaking
 () Partnership () Individual promoter
 () Other (pl. specify)
- [B] () Export House () Trading House
 () Star Trading House () Super Star Trading House.

4.0 Export performance of last three years.

(Qty: MT, Value, Rs. lakh)

4.1 Main products exported (Indicate separately exports of horticulture products by Air and the name of Airport)

4.2 Principal markets to which exported.

()

4.3. Anticipated exports for the next three years ()

Year. Amounts(Rs)

5.0 Assistance already availed under New Agro Industrial Policy 2000 (Give name of scheme)

6.0 Air Freight assistance now being applied for (____year ____)

Country	Qty for Exports [in metric tonnes]	Estimated Airfreight [Rs. in lacs.]	Central Govt. Assistance (Rs. in lacs)	State Govt. Assistance (Rs. in lacs)

7.0 Assistance now being applied for sending agri. products samples abroad for test marketing.

Products	Countries	Qty.	Value	Costs (Total Assistance sought)
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8.0 Please attach proof of procurement from Gujarat.

Place: Authorized signatory

Date: Name ()

(Designation with seal of Co.)

Enclosures:

- (1) Affidavit
- (2) Proof of purchase from Gujarat.
- (3) Details of shipment/summary of shipment(formats enclosed)
- (4)
 - (a) Custom certified export promotion copy of the shipping bill in original
 - (b) Self certified photocopy of the original Airway Bill.
 - (c) Custom certified short shipment certificate in original, if any.
 - (d) Photocopy of APEDA Registration Certificate.
 - (e) Custom/Bank certified copy of the commercial Invoice in original
 - (f) Certificate of realization of foreign exchange by Bank in original in Form No. 1 of Appendix 25 of Handbook of Procedure of Ministry of Commerce(specimen at Annexure-V)
 - (g) Declaration that the above items are not air-freighted by a special Chartered flight organized by the Exporters.