

Minutes of the 5th Meeting of the Technical Committee of the Incentive Scheme for Acquisition of Plants and Machinery (ISAPM) held on 9th September, 2015 at 3.00 p.m. in the Conference Room of National Jute Board (NJB), Kolkata.

The meeting was chaired by Dr. Subrata Gupta, Jute Commissioner.

Shri Arvind Kumar M, Secretary, National Jute Board and Convenor of the Technical Committee of Incentive Scheme for Acquisition of Plants and Machinery (ISAPM) welcomed all the participants in the meeting and initiated discussions on the agenda items.

Following members attended the meeting

1	Dr. Subrata Gupta – Chairman	Jute Commissioner
2	Shri Dipankar Mahto	Dy. Jute Commissioner
3	Shri Raghavendra Gupta	Chairman- Indian Jute Mills Association
4	Shri D. C. Baheti	Chairman - Jute Products Development and Export Promotion Council (JPDEPC)
5	Shri Sajjan B. Nair	Jute Shippers Council (Cherthala)

Following members not attended the meeting

1	Shri N. Pujara, Chairman	Calcutta Jute Fabrics Shippers Association (CJFSA)
2	Dr. U. S. Sarma, Director	Indian Jute Industries Association (IJIRA)
3	Shri T.A.N Gupta, Ex. Director	Sri Sitarama Lakshimi Jute Mills Pvt. Ltd. A.P.

Agenda-1 : Confirmation of the minutes of the 4th meeting of the Technical Committee of the Incentive Scheme for Acquisition of Plants & Machinery (ISAPM) held on 13th April, 2015 at the Conference Room of NJB, Kolkata.

The approved minutes of the 4th meeting of the Technical Committee was circulated vide letter no. NJB/ISAPM/2015 dated 9th June, 2015 to all members / officials attended the meeting.

Since no comments were received from any members, the minutes taken as confirmed.

Agenda-2 : Reporting on action taken on the decision of the 4th meeting of the Technical Committee of ISAPM held on 13th April, 2015 at Conference Room of NJB, Kolkata.

- 1) IJIRA has been assigned to carry out detail study for De-novo registration of all 40 (forty) enlisted vendors of core jute machinery under ISAPM.
- 2) IJIRA forwarded revised proforma for “De-novo registration” to all enlisted vendors. The documents provided by the vendors along with the filled-in proforma have been verified with the original documents during inspection.
- 3) 11 (eleven) enlisted vendors did not responded to IJIRA.
- 4) After receiving the filled-in formats, IJIRA completed physical verification at the site of 28 (twenty eight) enlisted vendors.
- 5) IJIRA submitted the report of the De-novo registration of 28 vendors before the committee and after threadbare discussion on the report, the committee decided as follows:
 - (A) Out of 28 vendors inspected by IJIRA, following 18 (eighteen) are approved and will continue with their enlistment under ISAPM.

Sl. No.	Name of the Vendor	Location
1.	Anita Engineers Private Limited	West Bengal
2.	Bhowmick Calculators	West Bengal
3.	Engineers Incorporated	West Bengal
4.	Hans Machineries Pvt. Ltd.	West Bengal
5.	Jutex Industries Pvt. Ltd	. West Bengal
6.	Lagan Engineering Pvt. Ltd.	West Bengal
7.	Madhabi Engineering ▲	West Bengal
8.	Diamond Industries	West Bengal
9.	Star Industries	West Bengal
10.	Nipha Exports Pvt. Ltd	West Bengal
11.	New Mech Tech Pvt. Ltd.	West Bengal
12.	Indotex Manufacturers	Gujarat
13.	Navjivan Exporters	Gujarat
14.	Peass Industrial Engineers Ltd	Gujarat
15.	R B Electronics & Engineering Pvt. Ltd.	Gujarat
16.	Jeyaletshmi Machine Works	Chennai

17.	Milltex Engineers (P) Ltd.	Chennai
18.	Raajan Textiles Engineers & Consultants	Chennai

▲ Modern Enterprise has not been considered as per IJIRA's report as they were unable to show separate infrastructure and reported to be merged with Madhabi Engineering.

(B) The committee advised to inform following 5 vendors to submit the Factory License within one month at IJIRA.

Sl. No.	Name of the Vendor	Location
i)	Bagaria Engineers Pvt. Ltd	Kolkata
ii)	Golden India	Kolkata
iii)	Hans Enterprise	Kolkata
iv)	N. L. Fabricators	Kolkata
v)	S. G. Industries	Kolkata

(C) The committee also advised to request following 5 vendors to submit all statutory documents at IJIRA within fifteen days.

Sl. No.	Name of the Vendor	Location
i)	A. K. Industries	Kolkata
ii)	Modern Jute Machinery	Kolkata
iii)	Laxmi Shuttleless Loom Pvt. Ltd.	Ahmedabad
iv)	Manish Industries	Ahmedabad
v)	Sree Durga Fibre Products (P) Ltd.	Kolkata

- 6) Incentive will be calculated on the basis of Minimum Unit Basic Price of identical core jute machine, quoted by the enlisted vendors during De-novo assessment of IJIRA. The minimum unit basic price tabulated at **Annexure-C**, subject to final verification and confirmation by the Director, IJIRA.
- 7) Director, IJIRA will submit the revised report of De-novo registration to NJB after completing activities under **(B) & (C)** above.

Agenda-3 : Reporting of status on the progress of the scheme.

- 1) Committee noted the status report of the scheme and understood that the main reason for delay in processing of proposals / claims, at NJB and IJIRA were due to arriving at the average admissible unit basic price of different core jute machinery, till completion of the

De-novo-assessment of enlisted vendors. IJIRA has so far collected the current basic price of different core jute machinery, manufactured by enlisted vendors. Chairman, IJMA, Chairman, JPDEPC and other members present in the meeting agreed to accept the minimum basic price of each type of core jute machinery for calculation of incentive. Issuing of IPA and or calculation of the amount of incentive (@ 20% of the basic unit price) under the scheme, the minimum price of the machinery to be considered whereas for other non-core jute machinery the quoted price submitted by the applicant may be considered.

- (2) Investment under funding from own source (OS) : Two copies of the application in the prescribed format Annexure-A may be submitted by authorized representative of mills / JDP sector units at NJB with fees payable to IJIRA by Demand Draft for technical appraisal report, with a prior appointment positively. NJB should try to accord "In-principle approval" (IPA) within one month from the date of receipt of the proposal. For spot scrutiny, criteria-wise checking list of the proposal are mentioned below :
 - 1) Highlights of the proposal
 - 2) The company (jute mill / JDP unit) and its Management (details names etc.)
 - 3) Existing list of plants / machinery installed in the unit where the upgradation/modernization is proposed.
 - 4) The concept of the project with the benefits to be achieved
 - 5) Location of the plant where the modernization / upgradation is being carried out
 - 6) Means of finance
 - 7) Change in profitability due to upgradation / modernization
 - 8) Details of vendor undertaking the modernization / upgradation with quotation
- (3) Application in the prescribed format of Annexure B, Form No. 1 should be submitted at NJB by the claimant for claim of incentive referring to the IPA issued by NJB. Additionally, original receipts of the payments made to vendors and bank certified bank statements should be enclosed with the claim application.
- (4) Investment under loan from bank finance (BF) : Two copies of claim of incentive submitted by the claimants, under bank finance, may be submitted by authorized representative of mills / JDP sector units at NJB with fees payable to IJIRA by Demand Draft for technical appraisal report, for spot scrutiny with a prior appointment positively. Application in the prescribed format of Annexure B, Form No. 1. Additionally, the loan application, approval of loan by the bank, installment/s of disbursement of loan and viability assessment report made by the bank on viability of the project on which loan disbursed by the bank, for bank financed cases. Original receipts of the payments made to vendors and bank certified bank statements should be enclosed with the claim application.
- (5) IJIRA has been advised to prepare a common inspection template, made of metal, to be fixed on the gable of the machine before spot inspection on which claim of incentive has been made.
- (6) A board describing clearly the detailed phase-wise and date-wise installation machinery for the last five years under earlier Scheme No. 6.4 of Jute Technology Mission on which subsidy have been received from NJB to be fixed / installed in respective department for facilitating smooth inspection. Henceforth, format as per Annexure-E may be implemented.
- (7) The mill's to ensure that all machines which are being procured under ISAPM for which incentive is admissible to be embossed on the gable of the machine stating the name of the machine manufacturer, manufacturer serial number, date of manufacture, and type of machine. A metallic plate also to be fixed on the machines on which the inspection serial number, date of installation, date of inspection and signature/s of the inspectors to be mentioned during inspection.

- (8) Field inspection at applicant mill/s to be carried out once in a week, preferably on Wednesday, by the selected representatives from NJB, JC office and IJIRA. To clear the backlog initially inspection for two days preferably on Tuesday and Thursday per week may be fixed depending on exigencies. The detail list of pending inspection to be undertaken according to **Annexure-D**.
- (9) IJIRA has been advised to prepare techno-economic evaluation report of all the pending proposals / claims under the scheme before Durga Puja Vacation.
- (10) It was also decided that, the list of eligible machinery for Jute and JDP sector units under the RR-TUFS since been revised, the said revised list of machinery will be considered under ISAPM also.

Agenda-4 : Reporting on Proposed Modification of the Scheme

- (A) Chairman advised to include the MoT's- letter No.2/26/2014-JE/Jute dated 6th August,2015, in the agenda of the next Board Meeting scheduled to be held on 15th September, 2015 for discussion amongst members and decide on this issue.
- (B) Submit a suitable reply against the query made by the MoT vide No. 2/26/2014-JE/Jute dated 6th August, 2015.

Agenda-5 : Any other matter with the permission of the Chair.

Decisions have been taken on the following points :

- (A) Henceforth, all claimants of incentive under ISAPM should submit properly filled-in Form No.-1 enclosing relevant copy of document/s, wherever necessary, to the Secretary NJB, strictly as per the modified format (at **Annexure-B**) for release of incentive under ISAPM.
- (B) Original Invoice/s and documents of all new machinery on which incentive have been claimed after installation, under ISAPM should submit by claimant along with bank certified statement, must be countersigned by the Bank Manager.
- (C) Details of RTGS, Account No. on which the incentive to be transferred, IFS Code of the bank etc. to be intimated along with the claim application
- (D) Applicant should prepare a board stating name as per **Annexure-E** and to be placed in the office and concerned department mentioning department-wise statement of Subsidy & Incentive received from NJB under JTM and ISAPM respectively for the last five years.

The meeting was ended with a vote of thanks to and from the Chair.

Enclosure :

Annexure-A - Application for issue of In-principle approval (IPA) under Acquisition of Plants and Machinery Scheme (ISAPM) –5 pages

Annexure-B - Application for claim of Incentive under Acquisition of Plants and Machinery Scheme (ISAPM) –7 pages

Annexure-C - List of minimum Basic Price of Core Jute Machinery manufactured by Enlisted Vendors under ISAPM –35 pages

Annexure-D - List of pending inspections under ISAPM –1 page

Annexure-E -Statement on detail of Subsidy received under Scheme No. 6.4 of Jute Technology Mission & Incentive under Acquisition of Plants and Machinery Scheme from NJB for the last five years –1 page

To

The Members of the Technical Committee of ISAPM

- | | |
|---------------------------------|---|
| 1. Dr. Subrata Gupta – Chairman | Jute Commissioner |
| 2. Shri Dipankar Mahto | Dy. Jute Commissioner |
| 3. Shri Raghavendra Gupta | Chairman- Indian Jute Mills Association |
| 4. Shri D. C. Baheti | Chairman –Jute Products Development and Export Promotion Council (JPDEPC) |
| 5. Shri Sajan B. Nair | Jute Shippers Council (Cherthala) |
| 6. Shri N. Pujara, | Chairman, Calcutta Jute Fabrics Shippers Association (CJFSA) |
| 7. Dr. U. S. Sarma, | Director, Indian Jute Industries' Research Association (IJIRA) |
| 8. Shri T.A.N Gupta, | Executive Director, Sri Sitarama Lakshimi Jute Mills Pvt. Ltd. A.P. |

Yours truly,



(Arvind Kumar M)
Secretary & Convenor

Copy to :

Shri A. Madhu Kumar Reddy,
Joint Secretary (Jute),
Ministry of Textiles, Government of India,
Udyog Bhavan,
New Delhi –110 011.

FORM 1

Annexure –A

APPLICATION FOR ISSUE OF IN-PRINCIPLE APPROVAL (IPA) UNDER ACQUISITION OF PLANTS AND MACHINERY SCHEME (ISAPM)

Affix passport size recent photograph of the applicant

**The Secretary,
National Jute Board**

Sir, I,.....Son/Daughter of
.....Proprietor /Partner/ Director /
Managing Director/Chairman / Authorized Signatory on behalf of the jute mill / unit
known As..... hereby
apply for issue of in-principle approval (IPA) for Modernization of Jute Industry under
Acquisition of Plants and Machinery Scheme as follows:

(i) Estimated cost of eligible machinery / equipment to be acquired and installed for modernization and / or upgradation (Rs.....)

(Rupeesonly)

(ii) Estimated incentive under “Acquisition of Plants and Machinery Scheme” - @ 20% of (i) above. Rs.....

(Rupees.....only)

The necessary particulars are furnished below :

A. Particulars of the applicant Jute Mill / unit:

a) (i) Name of the applicant and designation :

(ii) Name of the Jute Mill:

(iii) Address:

Telephone :

Fax :

E. Mail :

(iv) Constitution : Private Limited Company / Public Limited Company /
(Please tick the applicable) Co-operative Partnership / Sole Proprietorship.

b) Details of Cess Paid: (Copy of the amount of cess paid to be enclosed)

Name of the Product For last three financial years

(i)

(ii)

(iii)

Total

Copies of the Proof of Cess Payment to be enclosed

B. Details for upgradation and / or modernization proposed to be undertaken in jute mill / JDP unit

- (i) Name of plant / machinery to be acquired :
and installed for upgradation and / or
modernization
- (ii) If the plant / machinery is / are :
covered under the eligible items, the
serial number of the item (s) in the list
of eligible items (TUFS)
- (iii) Name and Address of the Vendor :
supplying the eligible item(s) of plant /
machinery
- (iv) Place of installation (complete :
address)
- (v) How the item of new machinery is / :
are acquired :
(Please tick the appropriate clause) :
(i) Domestic Purchase :
(ii) Import :
- (vi) Source/s of Finance for acquiring and : Own sources
installation of the plant / machinery

C. If the source of funding is from own resources please provide the following information:

- (i) Reference No. and Date of intimation :
to NJB about the intimation for
upgradation / modernization
- (ii) Source of Finance (Please tick the : (i) Company's own
appropriate clause and provide : ii) Other than Company's own
details)
- (iii) If the acquisition/ installation is made : Cheque/DD No
From sources other than Company's :
own fund, details of receipt. : Date :
Amount (Rs.) :
- (iv) Details of Payment to the vendor. : Cheque / DD No
Date :
Amount (Rs.) :
- (v) Receipt of the vendor mentioning the :
Invoice No. & Challan etc.

I / We hereby declare that I / we have not availed of or shall avail of any assistance under Technology Upgradation Fund Scheme or any other scheme of the Ministry of Textiles, Government of India for the same plant / machinery for which incentive has been claimed hereinabove.

I / we hereby undertake to submit any further documents / information as may be required by the appropriate authorities.

I / we hereby undertake not to dispose of the machinery / equipment for which subsidy has been claimed within a period of 5 years from the date of receipt of incentive except with the prior approval of NJB.

I / We hereby agree that in case it is found that the incentive has been availed of on the basis of any false information, we shall forthwith refund the incentive availed of to NJB along with interest to be charged, as per Scheme, from the date of disbursal to the date of refund.

I / we hereby further agree that I / we shall forthwith repay the amount disbursed to me / us under the scheme, if the amount of incentive is found to have been disbursed in excess of the amount actually admissible for whatsoever reason and shall be liable to pay interest at such rate as may be prescribed on such amount and such other charges / expenses which may be payable by us.

Full Signature of the applicant

Name and status of the authorized signatory

Affix Recent Passport Size Photograph

Address Proof (Personal)

Copy of the PAN Card (Personal)

Full Name & address with full signature of witness

Date :

Place :

Seal of the company / unit

Document enclosed :

1. A certificate from a Chartered Accountant as per Appendix - 1
2. Highlights of the proposal
3. The company (jute mill / JDP unit) and its Management (details names etc.)
4. Existing list of plants / machinery installed in the unit where the upgradation/ modernization is proposed.
5. The concept of the project with the benefits to be achieved
6. Location of the plant where the modernization / upgradation is being carried out
7. Means of finance
8. Change in profitability due to upgradation / modernization
9. Details of vendor undertaking the modernization / upgradation with quotation

FORM 1- Appendix-1

Certificate to be issued by a Chartered Accountant

I / We hereby certify from the examination of the accounts and other relevant records of the applicant M/s.....that

I / We have found the statements made and particular furnished by the applicant in Form No. annexed hereto to be correct according to the books and records maintained by the applicant in the ordinary course of business subject to the following remarks.

Name & full signature of the Chartered Accountant

Name of the Firm

Registration No.

Date :

Place :

.....
(Seal of the Chartered Accountant)

**FORM No. 2
APPLICATION FOR CLAIM OF INCENTIVE UNDER ACQUISITION OF PLANTS
AND MACHINERY SCHEME (ISAPM)**

Affix passport
size recent
photograph of
the applicant

**The Secretary,
National Jute Board**

Sir,

I, Son
/ Daughter of. Proprietor/Partner/Director/
Managing Director / Chairman / Authorized Signatory on behalf of the jute mill / unit known

As hereby apply
for grant of Incentive for Modernization of Jute Industry under Acquisition of Plants and
Machinery Scheme as follows:

(i) Cost of eligible machinery / equipment acquired and installed for modernization and / or
upgradation (Rs..... as per details in Appendix - 2)
(Rupeesonly)

(ii) Incentive under “ Acquisition of Plants and Machinery Scheme” -
@ 20% of (i) above. Rs.....

(Rupees.....)

The necessary particulars are furnished below:

A. Particulars of the applicant Jute Mill / unit:

a) (i) Name of the Jute Mill:

(ii) Address:

Telephone :

Fax :

E. Mail :

(i) Constitution : Private Limited Company / Public Limited Company /
(Please tick the applicable) Co-operative Partnership / Sole Proprietorship.

b) Details of Cess Paid:

Name of the Product For last three financial years

(i)

(ii)

(iii)

Total

Copies of the Proof of Cess Payment to be enclosed

B. Details for upgradation and / or modernization proposed to be undertaken in jute mill / JDP unit

- (i) Name of plant / machinery acquired :
and installed for upgradation and / or modernization
- (ii) If the plant / machinery is / are covered :
under the eligible items, the serial number of the item (s) in the list of eligible items
- (iii) Name and Address of the Vendor :
supplying the eligible item(s) of plant / machinery
- (iv) Date(s) of placing orders for :
procurement
- (v) Date of acquiring :
- (vi) Date of completion of installation :
- (vii) Place of installation :
(complete address)
- (viii) How the item of new machinery is / :
are acquired
(Please tick the appropriate clause)
(i) Domestic Purchase :
(ii) Import :
- (ix) Date on and from which the machinery :
acquired for upgradation and / or modernization put to operation.
(additional sheets may be attached for details, if necessary)
- (x) Source/s of Finance for acquiring and (a)Bank
installation of the plant / machinery (b) Financial Institutions
(please tick the appropriate clause and (c) Others.....
provide details) (d) Own sources

C. If the source of funding is other than own sources provide the following information

- (i) Name of the Bank / Financial or other :
Institution
- (ii) Name and address of the branch :
sanctioning/ disbursing the finance
- (iii) Amount of fund sanctioned : Rs.
(Rupees.
- (iv) Sanction letter details (copy of the : Sanctioning authority
Sanction letter and the techno- Number :
financial appraisal of the Bank / Date :
Financial institution to be attached) Terms of Repayment:
Terms of Sanction, if any :

- (v) Details of fund drawn against the sanction : Cheque/DD No.
Date :
Amount (Rs.) :
- (vi) Details of Payment to the Vendor : Cheque/DD No.
Date :
Amount (Rs.) :

D. If the source of funding is from own resources please provide the following information:

- (i) Reference No. and Date of :
intimation to NJB about the
intimation for upgradation /
modernization
(copy to be enclosed)
- (ii) Reference No. and Date of :
intimation to NJB about the in-
principle approval for upgradation
/ modernization after conducting
technical appraisal
(copy to be enclosed)
- (iii) Source of Finance (Please tick : (i) Company's own fun
the appropriate clause and ii) Other than Compan's own fund
provide details)
- (iv) If the acquisition/ installation is : Cheque/DD No
made from sources other than Date :
Company's own fund details of Amount (Rs.) :
receipt.
- (v) Details of Payment to the vendor. : Cheque / DD No
Date :
Amount (Rs.) :
:
- (vi) Receipt of the vendor mentioning
the Invoice No. & Challan etc.

I / We hereby declare that I / we have not availed of or shall avail of any assistance under Technology Upgradation Fund Scheme or any other scheme of the Ministry of Textiles, Government of India for the same plant / machinery for which incentive has been claimed hereinabove.

I / we hereby undertake to submit any further documents / information as may be required by the appropriate authorities.

I / we hereby undertake not to dispose of the machinery / equipments for which subsidy has been claimed within a period of 5 years from the date of receipt of incentive except with the prior approval of NJB.

I / We hereby agree that in case it is found that the incentive has been availed of on the basis of any false information, we shall forthwith refund the incentive availed of to NJB along with interest to be charged, as per Scheme, from the date of disbursement to the date of refund.

I / we hereby further agree that I / we shall forthwith repay the amount disbursed to me / us under the scheme, if the amount of incentive is found to have been disbursed in excess of the amount actually admissible for whatsoever reason and shall be liable to pay interest at such rate as may be prescribed on such amount and such other charges / expenses which may be payable by us.

Full Signature of the applicant

Name and status of the authorized signatory

Affix Recent Passport Size Photograph

Address Proof (Personal)

Copy of the PAN Card (Personal)

Full Name & address with full signature of witness

Date :

Place :

Seal of the company / unit

Document enclosed :

- 1) A certificate from a Chartered Accountant as per Appendix-1
- 2) A certificate in respect of item/s of machinery acquired and installed as per Appendix-2
- 3) Original documents / invoices etc.
- 4) Bank certified Bank Statement
- 5)
- 6)

FORM 2- Appendix-1

Certificate to be issued by a Chartered Accountant

I / We hereby certify from the examination of the accounts and other relevant records of the applicant M/s.....that

I / We have found the statements made and particular furnished by the applicant in Form No.annexed hereto to be correct according to the books of records maintained by the applicant in the ordinary course of business subject to the following remarks.

Name & full signature of the Chartered Accountant

Name of the Firm

Registration No.

Date :

Place :

.....
(Seal of the Chartered Accountant)

FORM 2- Appendix-2

Certificate to be given by the Jute mill / JDP Unit

Scheduled of fixed assets (machinery) create as onby
M/s.....address.....

Break up of Costs Included in the value of Asset/s

Sl No	Description of the plant / machinery (item wise)	Quantity	Date of order	Name of the vendor with address	Date of creation / erection	Bill No. & Date	Paid up value of the assets created / erected Rs.	Bill value of the assets created Rs

Basic (CIF/FOB) Value	Customs/ Excise Duty	Freight, Insurance and Handling Charges	Sales Tax	Erection Cost	Others, if any (Specify)	Total
(Rs.)	(Rs.)	(Rs.)	(Rs.)	(Rs.)	(Rs.)	(Rs.)

Certified that the assets enlisted in the schedule of fixed assets (machinery) are created in position at site as onand put into operation on

Full Signature (with seal) of
Managing Director / Director / Secretary / Authorized Signatory of the company

- 1) We hereby certify that we have checked the above statement of fixed assets (machinery) with the books of accounts, the invoices and other records maintained by M/s as produced, and the information and explanation given, and found the same to be true and in accordance therewith.
- 2) We also certify that M/s.have acquired and installed the above mentioned assets (machinery during the period from to.....
- 3) We further certify that the value of aforesaid items of fixed assets (machinery) have been taken, to the extent paid for up tofromto..... and exhibited in the relevant books of the Company

Full Signature of the Chartered Accountant

Date :
Place : Name of the Firm
Registration No.

.....
(Seal of the Chartered Accountant)

