

NATIONAL JUTE BOARD

INCENTIVE SCHEME FOR ACQUISITION OF PLANTS AND MACHINERY

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NATIONAL JUTE BOARD

INCENTIVE SCHEME FOR ACQUISITION OF PLANTS AND MACHINERY

1. Short Title:

The Scheme may be called **INCENTIVE SCHEME FOR ACQUISITION OF PLANTS AND MACHINERY** for Jute Industry and Jute Diversified Products Manufacturing Units.

2. Objective:

The objective of the scheme is:

- (i) to facilitate modernization in existing and new jute mills and upgradation of technology in existing jute mills.
- (ii) to provide assistance to a large number of entrepreneurs to manufacture value added biodegradable jute diversified products [JDP] as well as for modernization and upgradation of technology.
- (iii) National Jute Board may exercise the option of restricting incentive / assistance of the total available funds on existing technology machinery.

3. Commencement and Duration:

The scheme will come into effect from 1st October, 2013 and continue upto the 31st March, 2017.

4. Definitions:

- (i) "National Jute Board" means National Jute Board (NJB) constituted under the National Jute Board Act, 2008 under Ministry of Textiles, Government of India.
- (ii) "Jute Commissioner" means the incumbent holding the post of Jute Commissioner.
- (iii) "Jute Manufactures" means Jute Manufactures as defined in the Jute Manufactures Cess Act, 1983.
- (iv) "Jute Mill Company" means 'producer' of Jute Manufactures as defined in the Jute Manufactures Cess Act 1983.

- (v) "IJIRA" means Indian Jute Industries Research Association located at 17, Taratola Road, Kolkata – 700 088.
- (vi) "IJMA" means Indian Jute Mills Association located at 6, N.S. Road, Kolkata – 700 001.
- (vii) "JDP" means Jute Diversified Product, which is defined as the value added product made of jute or its blend / combination with other fibres / materials.
- (viii) "JDP unit" means Jute Diversified Products manufacturing unit.
- (ix) "Bank / Financial Institution" means any scheduled bank / non-banking financial institution registered by Reserve Bank of India.
- (x) Vendor – A manufacturer and / or his authorized agent of eligible jute processing machinery having appropriate infrastructural facility, financial capability and technical expertise / support.
- (xi) Machinery – A group of parts or machines arranged to perform useful and desired functions.

5. Operating Agency :

The National Jute Board, Kolkata will operate the scheme.

6. Eligibility Criteria:

- (i) All jute mills, who pay statutory cess on manufacture of jute goods and submit returns on payment of cess will be eligible to receive incentive under the scheme.

Provided further that establishment of new modern jute mills may be eligible to get assistance under the scheme after payment of cess for at least three months.

- (ii) Assistance under the scheme will also be available to any jute related entrepreneurs in the cottage / small scale / medium / large scale / co-operative / public sector / private sector, interested in production of value added diversified jute / jute blended items, where jute is the dominant fibre, by setting up new unit or adding to the existing capacity subject to investment on plant and machinery not exceeding Rs. 5 crores. This category will be eligible for assistance even without payment of cess.

7. Types of Machinery / Equipment / Ancillary Items Eligible for Incentive:

- (i) All items of machinery identified under the Technology Upgradation Fund Scheme (TUFS) except conventional shuttle-loom, cop winding machine, softener machine, 5½” pitch V-Roller drafting spinning frame and second-hand imported machinery, along with list of other approved machinery as referred to in Annexure-A ;
- (ii) Other items of machinery including stand-alone units, not covered under (i) above and as may be approved by the Technical Committee and notified by NJB for the purpose of this scheme from time to time ;
Provided that all such machinery and equipment under (i) and (ii) above are new.

8. Incentive under the Scheme :

- (i) All eligible jute mills / JDP units under the scheme will be entitled to get incentive for procurement of the eligible items mentioned in Clause 7(i) and (ii) above, for modernization, upgradation and / or establishing a new unit, on making an application in a format (Annexure – B) prescribed for the purpose. The incentive shall be 20% of the cost of identified plants and machinery (excluding Vat, Taxes and Duties) procured by Jute Mills / JDP units.
- (ii) The incentive will be payable only in Rupees in India. The amount will be released after the jute mill / JDP unit installs the eligible machinery and certifies its operation. The eligible machinery may be purchased from out of the loan of any financial institution / bank / leasing company or from the available resources of the jute mills / JDP units.
- (iii) The upper ceiling of the Incentive will be limited to Rupees two crores fifty lakhs (Rs.2.5 crore) per jute mill / jute diversified products units / new projects / producer for the entire tenure of the scheme. The beneficiaries would further be expected to avail support from RR-TUFS though it may not be linked with this.

9. Conditions for Grant of Incentive :

Grant of incentive under the scheme is subject to the following conditions:

- (i) When any jute mill / JDP unit acquires and installs in its declared premises the eligible plants and machinery for setting up of new unit / expansion of existing unit, upgradation and or modernization from its own resources,

- (a) Such acquisition and or installation shall be preceded by an intimation to NJB in writing about the intention for such expansion, up-gradation, modernization or setting up new units along with the scheme. NJB will involve IJIRA or any other technical institution, as may be considered by the Technical Committee and notified by NJB for the purpose of this scheme from time to time, to appraise technically the scheme and will inform the jute mills / JDP units for its approval of the eligibility of the scheme for subsidy. NJB will issue an “In-principle Approval” (IPA) to the investment after examination and appraisal of the proposal.
- (b) For Own Source of Finance :
The Applicant will be required to submit claims within one year (to be extended to eighteen months under special circumstances) from the date of issue of the In-principle Approval.
- For Bank Finance :
The applicant will be required to submit claims within one year (to be extended to eighteen months under special circumstances) from the date of disbursement of last installment of loan by the Bank / Financial Institution or from the date of installation of machinery, whichever is earlier.
- (c) Claims can be made maximum in two parts. However, the first part claim will be considered only, if at least 50% of the In-principle Approval, by value, is claimed.
- (d) Such acquisition has to be made from a list of approved vendors of the core jute machinery identified by IJIRA or other technical agency engaged for the purpose and approved by the Technical Committee of the scheme. The Committee will include or delete the name/s of the vendors from the said list as and when deemed necessary.
- (e) Such acquisition of machinery for downstream products other than for traditional products, have to be made from the approval of Bank / NBFC or as approved by the Technical Committee to be constituted and notified by NJB for the purpose of this scheme from time to time.

- (ii) When any jute mill / JDP unit acquires and installs in its declared premises the eligible plants and / or machinery for setting up of new JDP manufacturing unit / expansion of existing unit, upgradation and / or modernization, **out of loan amount drawn from any financial institution** including a leasing company, such acquisition or installation can be made from any sources as allowed by the funding company. Provided that, such loan amount drawn from any financial institution(s), shall be at least 50% of the total value of the machinery procured. Otherwise, the claim will be considered as if it was procured from own resources.
- (iii) Any Jute Mill company / JDP unit receiving incentive under 8 above shall not be eligible to claim assistance under the TUF scheme for the same equipments / machinery or any other scheme of the Govt. of India. Similarly, any beneficiary under the TUF scheme will not be eligible for availing incentive under this scheme for the same plants and / or machinery.
- (iv) The jute mill company / JDP unit will not be allowed to dispose of the item/s for which incentive has been disbursed within a period of 5 years from the date of receipt of subsidy.
- (v) In case it is found that the incentive has been availed of on the basis of any false information, the company shall be liable to refund to National Jute Board the incentive availed of along with interest to be charged from the date of disbursement to the date of refund. The rate of interest shall be the prime lending rate of NJB's banker at the time of invoking this penal clause.
- (vi) To prevent misutilization of the Scheme, embossing / engraving identification code on each plant / machine on which incentive has been provided will be made.

10. Procedure for Applying for Incentive :

- (i) When a jute mill / JDP unit acquires and installs eligible items of plant / machinery and / or equipment as mentioned in clause 7(i) - (ii) above for setting up of new unit / expansion of existing unit , up-gradation and / or for modernization, **out of loan amount drawn from any bank / financial institution** including a leasing company, the jute mill / JDP unit will make an

application for incentive, in the prescribed format along with the appraisal memo by the bank / financial institution showing the viability of the project, along with documents supporting sanctioning and disbursing the loan, and other documents that may be required by NJB.

- (ii) When a jute mill / JDP unit acquires and installs machinery for up-gradation and / or for modernization, from its own resources, the Jute Mill / JDP unit will make an application for incentive in the prescribed format (Annexure – B) along with the proof of the installation and / or acquisition of plants / machinery under the approved scheme of up-gradation and / or modernization and other documents that may be required by NJB. National Jute Board or its duly authorized representative or Directorate of Industries of the respective State Govt. or IJIRA or any other agency to be identified by the Technical Committee will inspect such acquisition and installation.
- (iii) Applications, complete in all respect and submitted by the units under (i) and (ii) above along with technical fees of Rs.25,000/- per application (Mill / unit – Member of IJIRA) or Rs.50,000/- per application (Mill / Unit – Non member of IJIRA) to be deposited in DD in favour of “Indian Jute Industries’ Research Association” payable at Kolkata and to be submitted to NJB which will be examined, processed and disposed of by maintaining the seniority of the date of receipt of the completed claim applications.

11. Funding:

A total fund of Rs.19 Crores shall be provided by the Ministry of Textiles to NJB for four years (2013-14 to 2016-17) under Non-Plan fund for this Scheme. The NJB shall disburse funds to the respective eligible applicants against the Non-Plan grants from the Ministry of Textiles.

12. Committee :

A Technical Committee, the composition of which is given below, will look into all aspects of the scheme including advising NJB on the modus operandi and on implementation of the scheme:

- (i) Jute Commissioner – in the Chair
- (ii) Secretary, NJB – Convenor
- (iii) Chairman, IJMA
- (iv) Director, IJIRA, Kolkata
- (v) Chairman, CJFSA
- (vi) Secretary, Jute Shipper's Council, Cherthala
- (vii) Representative of JDP Sector
- (viii) Representative of Yarn / Twine Sector, A.P.

Names of Sl. No. (vii) & (viii) to be recommended by Secretary, NJB.

OPERATIONAL GUIDELINES

- 1. A jute mill / JDP unit can avail incentive under the Scheme on Acquisition of Plants & Machinery :**
 - a. For acquiring and installing plants / machinery for upgradation and / or modernization, from out of Funds made available by the Financial Institutions, Banks, approved Leasing companies, etc., or
 - b. For acquiring and installing plants / machinery for upgradation and / or modernization, from out of Own Resources.

- 2. In case the funding of the modernization is effected through finance from Bank / financial institutions etc., no prior approval needs to be taken from NJB. The following procedure shall be followed :**
 - a. The application for claiming the incentive will have to be made, only after installation and completion of the modernization process, to the Secretary, National Jute Board, 3A & B Park Plaza, 71 Park Street, Kolkata - 700 016 or to a notified address in Form No. 1 (Annexure – B) annexed hereto, along with required documents, as mentioned therein.
 - b. Such application shall be submitted within one year from the date of disbursement of last installment by bank / financial institution or from the date of installation of machinery whichever is earlier.
 - c. The claimant shall obtain the copy of the techno-financial appraisal of the Bank / financial institution and submit the same with the application for examination by NJB.

- 3. In case the upgradation and /or modernization is being made from own resources, the unit needs to take an in-principle prior approval from NJB and the following procedure shall be followed:**
 - a. Any unit desirous to initiate the process of modernization and / or upgradation shall make an application on letter head enclosing a copy of the proposed scheme of upgradation and / or modernization for appraisal. The proposed scheme amongst others should include the following points: -
 - i. Highlights of the proposal
 - ii. The Company (jute mill / JDP unit) and its Management
 - iii. Existing list of plants / machinery installed in the unit where the upgradation/modernization is proposed.
 - iv. The concept of the project with the benefits to be achieved.
 - v. Location of the plant where the modernization / upgradation is being carried out.
 - vi. Means of finance.
 - vii. Change in profitability due to upgradation / modernization.
 - viii. Details of vendor undertaking the modernization / upgradation.

- b. NJB will intimate its in-principle approval for eligibility of the upgradation / modernization scheme for incentive within 30 days from the date of the receipt of the above application, after obtaining techno-financial appraisal of the scheme.
- c. The intending jute mill acquiring and installing machinery for upgradation and / or modernization, shall have to procure such machinery / equipments from a vendor, enlisted in the list of vendors approved by the 'Technical Committee' from time to time.
- d. Interested vendors will have to make application in following formats, as may be applicable and NJB will technically assess the same by using the following Annexure :
 - (i) Format for Enlistment of Indian Machine Manufacturers (**Annexure C- 1**).
 - (ii) Format for Enlistment of Foreign Machine Manufacturers (**Annexure C- 2**).
 - (iii) Format for Enlistment for authorized distributors / selling agents of Indian / Foreign Manufacturers (**Annexure C- 3**).
- e. The claims can be made only after installation and completion of modernization process and accordingly the date of installation shall be taken as "cut off" date of the claims, provided other eligible criteria are fulfilled.
- f. The Scheme may be extended towards development and installation of Information Technology including Enterprise Resource Planning (ERP), pollution control devices etc. Incentive will be released subject to the fact that maximum 10% of the total cost of modernization should pertain to ERP.
- g. Embossing / engraving identification code on each plant / machine on which incentive has been provided will be made.
- h. For investment made through Bank / Institutional Finance, it is not necessary to procure machines from enlisted vendors, the benchmark price list will be applicable to those who utilize such finance even if the machinery is procured from non-enlisted vendors. The claims will be limited to the benchmark price depending upon the quality of the machinery.
- i. No revision of in-principle approval, once accorded, will be entertained in respect of the price of the machinery.
- j. Secretary, NJB may approve extension of further period of six months beyond the existing limit of one year, to allow delayed submission of claims only arising out of factors considered as 'force majeure'. Thus, if a jute mill / JDP unit fails to submit its claims within 18 months from the date of IPA for own source or disbursement of last installment of loan or date of installation of plants / machinery, whichever is earlier, for bank finance, the claim will not be considered.

- k. The jute mill / JDP unit intending to avail the incentive under the scheme, on its acquiring and installing machinery for upgradation and / or modernization, will apply to the Secretary, National Jute Board for the same in Form No. 1 annexed hereto, along with required documents, as mentioned therein.
 - l. Such application shall be submitted within one year from the date of issue of in-principle approval to the upgradation / modernization proposal or during the continuation of the Scheme, whichever is earlier.
 - m. NJB will arrange inspection of eligible machinery and such inspection will be conducted by at least any two from the following :
 - i. The authorized representative of NJB
 - ii. Director of industries of the respective State Government or his authorized representative, and
 - iii. The authorized representative of IJIRA / other engaged technical agency.
 - iv. Technical representative from the O/o, Jute Commissioner.
 - n. The claimant shall furnish a proper legal document in the pro-forma and manner, to be prescribed for the purpose, undertaking that they will not dispose any item of plant / machinery / equipment for which the incentive has been received within a period of 5 years from the date of receipt of the incentive, except with the prior approval of NJB.
 - o. Captive Power Generation Machines, transformers and generator are not considered for incentive under the scheme. The jute mills procuring and installing such machines / equipments may apply for assistance under TUF scheme.
4. Application for incentive as per above para will be duly examined to find if the requirements have been duly compiled with, and acceptance / rejection of the same will be communicated to the applicant within 30 days from date of receipt of the application.
 5. No incentive will be paid for undertaking any repair / replacement job. However, in case of a change of a whole plant / machine / unit for the purpose of upgradation / modernization, the cost of such replacement may qualify for incentive.
 6. NJB will have the power, even after the disbursement of the incentive to inspect, if the unit has received the plant / machinery / equipment against taking incentive & those are in operation and not disposed of within the stipulated period of the scheme.
 7. The incentive will be disbursed, on availability of fund for the purpose, on 'first receipt of valid application in Form-1, first serve' basis.

GUIDELINES FOR VENDOR SELECTION

Vendors to be selected for core jute processing machinery only (except conventional shuttle-loom, cop winding machine, softener machine, 5½"pitch V-Roller drafting spinning frame etc.). Other vendor / supplier of machinery including those for JGT / JDP manufacturing unit to be allowed as per decision of the technical committee to sanction the incentive.

Three sets of application formats have been devised in tune with formats being used under TUFS and DGS&D registration as follows :

- (i) Format for Enlistment of Indian Machine Manufacturers (Annexure – C-1)
- (ii) Format for Enlistment of Foreign Manufacturers (Annexure – C-2)
- (iii) Format for Enlistment of authorized distributor / selling agents of India / Foreign Manufacturers (Annexure – C-3)

Specific financial & technical criteria including past performance for machinery manufacturers are prescribed as follows :

- (A) At least three years experience in related field.
- (B) Investment in plant & machinery should not be less than Rs.1 Crore for major machineries i.e. Spreader, Carding, Drawing, Spinning, Twisting, Sizing, Shuttleless looms, Calendaring, Baling Press, etc. as per last audited balance sheet of the unit.
- (C) Investment in plant & machinery should not be less than Rs.20 lakhs for all other machineries like Scroll Winding, Beaming etc. as per last audited balance sheet of the unit.
- (D) Average turnover of last three years related to manufacturing activities should not be less than Rs.1.5 crore in case of machinery listed at para B above as per last audited balance sheet of the unit.
- (E) Average turnover of last three years related to manufacturing activities should not be less than Rs.20 lakh in case of machinery listed at para C above as per last audited balance sheet of the unit.
- (F) Each machine that is to be enlisted is also to be commercially run in at least 1 jute mill and must also have a report from a technical institute such as IJIRA, IJT confirming its performance.

The above criteria will be applied in general. In exceptional cases decision will be taken by the Technical Committee on merit.

PROCEDURE OF VENDOR SELECTION

For Core Jute Machineries :

- (i) The machinery manufacturers would apply in an appropriate format showing their details of manufacturing capacity, business performance, financial background etc. The applicants are required to mention about the performance of the machines already supplied and working in any / some jute mills along with the clientele list in jute sector. They have also to deposit Rs.10,000/- as application fee in the name of IJIRA, the technical institute engaged by NJB for assessment and inspection. In case of JDP machinery manufacturers / agents a fee of Rs.2500/- is to be paid as application fee.
- (ii) Indian Jute Industries' Research Association (IJIRA), Institute of Jute Technology (IJT), similar institution having mechanical and electrical engineering divisions shall be approached by NJB to assess infrastructural facilities, capability and capacity of the vendor / machinery manufactures.
- (iii) If the application is found prima facie eligible for enlistment as vendor of the approved machines (as per TUF Scheme), IJIRA, IJT or similar institution having mechanical and electrical engineering divisions will conduct spot physical inspection of manufacturing units to confirm their manufacturing capacity, verification of original records and other technical parameters mentioned in their applications.
- (iv) The recommendation of IJIRA, IJT or similar institutions will be placed before the Technical Committee which will consider enlistment of vendor subject to fulfillment of financial and other criteria which are evaluated by NJB.

For Non-Jute Processing Machineries used in Jute Mills :

Since a number of renowned manufacturers / vendors are in the field in supplying non-jute processing plants / machines viz. material handling machines like Fork Lift, EOT Crane, Humidification Plant, Boilers, etc. and are not jute processing specific, enlistment of the vendors for non-core jute machinery are not considered necessary under the scheme.

ANNEX – G
LIST OF MACHINERY ELIGIBLE UNDER TUF SCHEME FOR JUTE RAMIE AND
HEMP UNITS

a. FOR SOFTENING AND CARDING

1. Jute spreader machine
2. Breaker cards
3. Inter cards
4. Teaser cards
5. Finisher cards
6. Hard waste cards
7. Drawhead
8. Split can delivery
9. Auto leveler
10. Hopper feeder
11. Enzyme plant
12. Emulsion plant with electronically controlled stirrer
13. Dust shaker
14. Semi automatic root cutting M/c.
15. Breaker-cum-Finisher card with or without drawheads, auto-levellers & can changing devices

b. FOR DRAWING

1. All screw gills
2. All jute drawings
3. Comber

c. FOR SPINNING & TWISTING

1. 4^{1/4}" pitch Slip Draft / 4^{1/4}" pitch Apron Draft Spinning Frames
2. 4^{3/4}" pitch Slip Draft / 4^{3/4}" Apron Draft Spinning Frames
3. Ring Spinning Frame
4. Friction Spinning
5. Open end spinning
6. Wrap Spinning
7. Braiding Machine
8. Ring Twisting Frame
9. Flyer Twisting Frame
10. Wet / Semi-wet Spinning Frame
11. Two for one Twister

d. FOR WEAVING PREPARATORY

1. Warp Winding Machine (Scroll-type)
2. Assembly Winder
3. Precision Winders
4. Auto Coner
5. Pre-beaming Machine
6. Beaming Machine
7. Dressing Machine

e. FOR WEAVING ETC.

1. High speed automatic shuttle-less looms
2. Circular looms
3. Carpet plant
4. Non-woven / Felting Plant
5. Jacquard card punching machine
6. Needle / Webbing / Tape looms

f. FOR FINISHING

1. Cutting Machine
2. Lapping & Measuring Machine
3. Sewing Machine
4. Branding / Printing Machine
5. Baling press
6. High pressure roll up Machine
7. Calendar Machine
8. Crisping Machine
9. Automatic bag making Machine

g. FOR MATERIAL HANDLING & OTHER MACHINES (ESSENTIAL) :

1. Feed lattice
2. Conveyor system
3. Turn table
4. Fork lifter
5. Tractor
6. Jib crane
7. EOT (Electrically Operated Track) Crane
8. Beam lifter

h. POLLUTION CONTROL MACHINES / INSTRUMENTS :

ESSENTIAL EFFLUENT TREATMENT PLANT

Effluent treatment plant with primary, secondary and/or tertiary treatment facility (for unit linked to common effluent treatment plant, effluent treatment plant upto primary treatment system)

OTHERS

1. Dry type electrostatic, Precipitators ;
2. Dry type bag filter ;
3. Dry type cleaners and multi cloves ;
4. Wet type scrubbers ;
5. Wet type ventury scrubbers ;
6. Dust extractor & blower.
7. Ventilation system comprising of air centrifugal / axial flow fans ;

i. PROCESSING MACHINES :

- | | |
|--|---------------------------------------|
| 1. Singeing machine | 2. Shearing / cropping |
| 3. Pressure Kier / Jumbo jigger | 4. Cloth / yarn mercerizing |
| 5. Pad batch / Mangle | 6. Winch |
| 7. Semi-automatic / automatic Jiggers | 8. Jet dyeing |
| 9. Soft flow dyeing | 10. Cabinet dyeing machine (for yarn) |
| 11. High temperature and high pressure dyeing | 12. Macro extractor |
| 13. Multicylinder drying range/stenter | 14. Hot air dryer for yarn dyeing |
| 15. Semi-automatic / automatic flat bed printing machine | 16. Open width soaper |
| 17. Curing / polymerizing | 18. Drum washer |
| 19. Calendering | 20. Oil / gas fired boiler |
| 21. Thermo pac with all type of fuels / other to pollution control measures by the concerned State Authorities | 22. Air Compressor 15 HP and above |
| 23. Husk / Caddis fired boiler | 24. Bio-mass based gassifier |

- | j. | FOR TESTING
ESSENTIAL | OTHERS |
|-----------|--|---|
| | 1. Evenness tester | 1. Electronic twist tester |
| | 2. Jute bundle strength tester | 2. Abrasion tester |
| | 3. Jute fineness tester | 3. Bending rigidity tester |
| | 4. Yarn tensile strength tester | 4. Colour fastness tester |
| | 5. Fabric strength tester | 5. Computerized colour matching |
| | 6. Scotch guard applicator tester | 6. Rubbing fastness tester |
| | | 7. Light fastness tester |
| | | 8. Drape meter |
| | | 9. Count balance |
| | | 10. Laundero meter |
| | | 11. Yarn twist tester |
| | | 12. Yarn appearance tester (manual / automatic) |
| | | 13. Ballistic raw jute strength tester |
| | | 14. Fire retardancy tester |
| | | 15. Latexing tester |
| | | 16. Water proofing |
| k. | Modern Industrial Humidification system for controlling relative humidity and temperature. | |
| l. | Any other machinery considered appropriate by the Technical Advisory-cum-Monitoring Committee (TAMC). | |

LIST OF MACHINERY & EQUIPMENTS (IN ADDITION TO TUFFS) ELIGIBLE UNDER SCHEME ON ACQUISITION OF PLANTS & MACHINERY FOR JDP MANUFACTURING UNITS

(a) FOR SPINNING & TWISTING FRAMES

- 1) Reeling Machine
- 2) Charka

(b) FOR PREPARATORY TO WEAVING

- 1) Drawing, Denting / Reaching machine
- 2) Knotter / Splicer
- 3) Thermo Pack / other temperature heating system.

(c) FOR WEAVING

- 1) Conventional loom for Cotton bagging, Tape etc.
- 2) Handloom
- 3) CAD system

(d) In addition to the above plant and machinery, other types of plant and machinery eligible for the manufacture of Jute diversified products by both organized and decentralized sector.

(i) FOR HAND / MACHINE MADE PAPER

- 1) Rotary digester
- 2) Beater
- 3) Sheet forming vat
- 4) Screw press
- 5) Cutting machine
- 6) Calender machine
- 7) Vibrating screen
- 8) Boiler
- 9) Auto vats
- 10) Drying machine
- 11) Hydraulic press
- 12) Other Misc. equipment considered by the Committee as required.

(ii) FOR LAMINATED JUTE TEA BAG

- 1) Jute lamination plant
- 2) High speed industrial sewing machines
- 3) Zipper fixing machine
- 4) Screen printing machine.

(iii) FOR SOFT LUGGAGE / BRIEF CASE

- 1) Industrial sewing machine
- 2) Bamboo stitching machine
- 3) Skiving machine
- 4) Button setting machine

(iv) FOR JUTE SLIPPER

- 1) Sole splitting machine
- 2) Buffing and finishing wheel

(v) FOR PARTICLE BOARD AND COMPOSITE

- 1) Hot Press
- 2) Pre Press
- 3) Glue mixing
- 4) Chip dryer/screener

- 5) Mat forming with conveyor
- 6) Rip saw
- 7) D.D.Saw
- 8) Belt Sander
- 9) Different Dyes
- 10) Glue spreader
- 11) Chemical mixing machine

(vi) FLOOR COVERING

- 1) Vat tray colour dyeing
- 2) Stitching Machine
- 3) Overedging Machine
- 4) Latex Backing Machine
- 5) Latex Foam applicator
- 6) Rug Rolling & Warping Machine
- 7) Rug Cutting Machine
- 8) Carpet Binding Machine

(e) FOR FIBRE / YARN / FABRIC TREATMENT / DYEING / PROCESSING / FINISHING

- 1) Cabinet dyeing machine (for yarn)
- 2) Hydro extractor
- 3) Hot air dryer / drying chamber for yarn
- 4) Mini spool making machine (yarn)
- 5) Ball making machine (yarn)
- 6) Dust extractor & blower
- 7) Wet type scrubbers
- 8) Ordinary jigger for fabric scouring / bleaching and dyeing
- 9) Ordinary soaper cum washer for fabric
- 10) Hot Air Drying / Curing cum Polymerizer Unit for fabric machine (yarn)
- 11) Drum Washer
- 12) Water softening plant
- 13) Fabric Rolling / Folding and measuring machine
- 14) Air Compressor below 15 HP capacity
- 15) Heat exchanger

(f) FOR PRINTING

- 1) Ordinary flat bed printing machine with or without table
- 2) Semi automatic / automatic flat bed printing machine
- 3) Cad / Cam system for print design with plotter and printer
- 4) Motorized stirrer (for mixing chemicals / dyes / pigments / binder etc.
- 5) Rotary screen printing machine
- 6) Offset printing machine
- 7) Foil printing machine
- 8) Flexographic and Rotogravier machine for jute based handmade paper printing
- 9) Hot Air Dryer and fusing machine
- 10) Hot plate / frame operated type curing machine
- 11) Spray printing machine

(g) FOR BAGS & OTHER MADE UPS

- 1) Fabric rolling / unrolling machine with vacuum and / or air blowing device
- 2) Semi-automatic fabric spreading devices
- 3) All types of fabric cutting machine with or without flat bed table
- 4) All type of industrial sewing machine including embroidery and decorative stitching
- 5) Button / Belt / Zipper / Snap fastener / Hook stitching & fixing machine
- 6) Edge cutting / finishing and sewing machine
- 7) Eyelet / button hole making machine
- 8) CAD / CAM system with plotter for patterning / grading and designing

- 9) All types of bag accessories cutting and fixing equipment
- 10) Laser operated colour spraying machine
- 11) Rib cutting / side cutting / punching / sealing & riveting machine

(h) FOR COATING & LAMINATION

- 1) All types of coating and lamination machine applicable for jute

(i) FOR MATERIAL MARKING / PACKING / HANDLING

- 1) Pattern maker & any type marker machine
- 2) Label attaching / Bar tacking machine
- 3) Spray type stain / water spot remover
- 4) Screen or tencil printing machine
- 5) Baling Press
- 6) Dust / Metal / Loose Fibre Remover
- 7) Taping and Gluing machine
- 8) Bag Branding / Labelling / Marking machine
- 9) Ribboning / Binding equipment
- 10) Needle / metal detector machine

(j) PRODUCT CHECKING & TESTING

- 1) Colour fastness tester for wash / light / rubbing fastness tests
- 2) Computer aided colour matching system with computer and software
- 3) Small laboratory dyeing machine for checking of shade matching
- 4) PH meter
- 5) Grey scale for colour fastness test
- 6) Electronic precession balance

(k) POLLUTION CONTROL EQUIPMENT IN PROCESS HOUSE

- 1) Effluent treatment plant and equipment including all types of water treatment facility
- 2) Smoke or air filtering / scrubbing unit
- 3) Boiler chimney / hot air suction chimney
- 4) All types of noise damping equipment and sound level meter

Annexure – B

FORM No. 1

**APPLICATION FOR GRANT OF INCENTIVE UNDER ACQUISITION OF PLANTS
AND MACHINERY SCHEME**

**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 Annexure – B.)
(Rupeesonly)
- (ii) 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 Jute Mill:
(ii) Address:

Telephone :

Fax :

E. Mail :

(iii) 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

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 : (a) Bank
and installation of the plant / (b) Financial Institutions
machinery (please tick the (c) Others.....
appropriate clause and provide (d) Own sources
details)

OLD FORMAT

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 /
Financial institution to be attached) | Date : |
| | | 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 the : (i) Company's own fund
appropriate clause and provide
details) ii) Other than Company's own fund
- (iv) If the acquisition/ installation is : Cheque/DD No
made from sources other than
Company's own fund, details of
receipt. Date :
Amount (Rs.) :
- (v) Details of Payment to the vendor. : Cheque / DD No
Date :
Amount (Rs.) :

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 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.

OLD FORMAT
Signature of the applicant

Name and status of the authorized signatory

Date :

Place :

Seal of the company / unit

Document enclosed :

- 1) A certificate from a Chartered Accountant as per Annexure – A
- 2) A certificate in respect of item/s of machinery acquired and installed as per Annexure–B.
- 3)
- 4)

ANNEXURE – B (to Form No. 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.

OLD FORMAT

Signature of the Chartered Accountant

Name of the Firm

Registration No.

Date :

Place :

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

ANNEXURE – B (to form No. 1)

Certificate to be given by the Jute mill / JDP Unit

Schedule of fixed assets (machinery) created as on by
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	Number of 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

Signature (with seal) of
Managing Director / Director / Secretary 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 tofrom.....
to and exhibited in the relevant books of the company.

Signature of the Chartered Accountant

Date :

Place :

Name of the Firm

Registration No.

OLD FORMAT

(Seal of the Chartered Accountant)

New Format

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 installation of the plant / machinery : Own sources

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 appropriate clause and provide details) : (i) Company's own
ii) Other than Company's own
- (iii) If the acquisition/ installation is made From sources other than Company's own fund, details of receipt. : Cheque/DD No
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 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. 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 confirm that I/we have examined the claim papers, books of account and the prescribed documents in respect of the claim of M/s..... and hereby certify that the statements made and particulars furnished in Form No. annexed here to be correct according the books of operation.

Neither I/we nor any of our partners is a Partner/Director or an employee of the above named entity or its associated concerns.

I fully understand that any submission made in this certificate if proved incorrect or false, will render me/us liable to face any penal action or other consequences as may be prescribed in the law or otherwise warranted.

Signature & Stamp/seal of the Signatory-----

Name -----

Membership No. -----

Full Address -----

Name and address of the Institution where registered.

Date :

Place :

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:

<u>Name of the Product</u>	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-
financial appraisal of the Bank /
Financial institution to be attached) Number :
Date :
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 the appropriate clause and provide details) : (i) Company's own fund
ii) Other than Company's own fund
- (iv) If the acquisition/ installation is made from sources other than Company's own fund details of receipt. : Cheque/DD No
Date :
Amount (Rs.) :
- (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 confirm that I/we have examined the claim papers, books of account and the prescribed documents in respect of the claim of M/s..... and hereby certify that the statements made and particulars furnished in Form No. annexed here to be correct according the books of operation.

Neither I/we nor any of our partners is a Partner/Director or an employee of the above named entity or its associated concerns.

I fully understand that any submission made in this certificate if proved incorrect or false, will render me/us liable to face any penal action or other consequences as may be prescribed in the law or otherwise warranted.

Signature & Stamp/seal of the Signatory-----

Name -----

Membership No. -----

Full Address -----

Name and address of the Institution where registered.

Date :

Place :

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/sas 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)

FORMAT FOR ENLISTMENT OF INDIAN MACHINE MANUFACTURER

1. Name & Address of the Company :
 - a) Name :
 - b) Full Address :
 - c) Fax No. :
 - d) Phone No. :
 - e) E. Mail ID :
2. Year of Establishment :
3. Status of applicant firm :
 - a) Date of Incorporation :
 - b) Date of commencement of business :
 - c) Constitution of the firm :
 - (i) Proprietorship / Partnership :
(attach copy of Partnership Deed and From-A or equivalent entry certificate From Registrar of Firms duly notarized)
 - (ii) Public Limited / Private Limited / Industrial Co-operative (Attach Memorandum /Article of Association and copy of signed certificate of incorporation duly notarized)
 - d) Names, addresses and telephone Nos. of Proprietor / Partners / Directors having Interest in the firm :
 - e) If the firm is a subsidiary of an Indian / Foreign Company, give particulars of parent / holding Company :
 - f) If there are other subsidiaries of the same parent Company in India, give full particulars :
 - g) Income Tax Circle / Ward / District in which the applicant firm is assessed to Income Tax (Please indicate GIR / PAN No.) :
 - h) Sales Registration No(s). :
4. Factory License from the State Govt. :

- under the Factories Act
5. Trade License & Validity :
 6. Details of Factory / go-down :
 - a) Full Address :
 - b) Phone No. :
 - c) Fax No. :

(Attach copy of ownership documents or if on lease, attach copy of lease agreement valid for at-least three years duly notarised)
 - d) Description of factory / godown giving covered / uncovered area, departments and laboratories etc.
 7. Name & Address of the Chief Executive with Telephone / Fax No. :

8. Particulars of machinery for which enlistment is sought for :

Sl. No.	Name of the machinery	Features	Specification

- 9a. (i) Details of installed Plants & Machinery : (Machine Shop)

Sl. No.	Type of machinery	Type of process	Output per hour	Cost of machine (Rs)	Year of Installation

- 9a. (ii) Details of installed Plant & Machinery : Foundry

Sl. No.	Type of machinery	Type of process	Output per hour	Cost of machine (Rs)	Year of Installation

- 9a. (iii) Details of installed Plant & Machinery : Heat Treatment & Others

Sl. No.	Type of machinery	Type of process	Output per hour	Cost of machine (Rs)	Year of Installation

- b. Quality Control arrangements for routine and acceptance tests :
- c. Details of testing machinery and :

- facilities
- d. Details of stocks held (description)
- (i) Raw Materials :
- (ii) Finished Goods :
10. Outsourcing of processes and components / spares
- (i) Name of such processes :
- (ii) Machinery required for such processes :
- (iii) Name & addresses of parties by whom the aforesaid job would be done :
11. Details of main items of machinery manufactured for which registration is sought during last three (3) years (Figures of each item to be given separately and a list showing names and address of parties / clients to whom the machinery were supplied to be attached) :

Sl. No.	Year of Manufacturing	Description of Machinery	No. of Machine Manufactured (April – March)	Value (Ex-works) Rs. in Lakhs (April – March)

12. a) Amount of load applied / established :
State Electricity Board / CESC
(Applied / Registered Load)
- b) Amount of electricity consumed during last one year :
13. Employer ESI No. :
14. Employer PF No. :
15. Details of personnel employed
- a) Technical :
- b) Skilled :
- c) Managerial :
- d) Others :
16. No. of Non-Supervisory Staff Employed:
- a) Technical :
- b) Non-technical :
17. Profit (+) / Loss (-) during last 3 years (Rs. in Lakhs)
- April – March 201 - 201 :
- April – March 201 - 201 :
- April – March 201 - 201 :
18. Name & address of the Bankers(s) (indicate Account No. with each Bank and submit Banker's report) :

Format for enlistment of firms as foreign manufacturers
(To be filled by foreign manufacturer)

1. Name of applicant firm. :
2. Address/telephone/fax/E-mail nos. of :
 - (a) Regd. office
 - (b) Head Office
 - (c) Other offices
 - (d) Works/Godown
3. Status of applicant firm :
 - (a) Date of Incorporation :
 - (b) Constitution of the firm :
 - (i) Proprietorship / Partnership :
(Attach copy of Partnership deed and Form-A or equivalent entry certificate from Registrar of Firms duly notarised)
 - (ii) Public Limited / Private Limited. (Attach Memorandum / Article of Association and copy of signed certificate of incorporation duly notarised) :
 - (c) Names, addresses and telephone nos.of Proprietor / Partners / Directors having interest in the firm :
 - (d) If the firm is a subsidiary of an Indian / foreign company, give particulars of parent / holding company ? :
 - (e) If there are other subsidiaries of the same parent company in India, give full particulars.
 - (f) If the Directors/ Partners /

Proprietor have financial interests or are represented on Board(s) of other companies give details.

4. Enclose a write-up about manufacturing works containing the following particulars (a to f)

- (a) Address of manufacturing works / factory
- (b) Brief description of works / factory
- (c) Details of Plant & Machinery installed
- (d) Machinery manufactured

Brief detail of Machinery	Capacity / rating	Installed capacity	Brief usage
---------------------------	-------------------	--------------------	-------------

e) Turnover in equivalent U\$\$ (give year-wise, details for the last three years with supporting balance sheet / annual report).

f) Number of supervising staff. :

5. Availability of after Sales Service facility of after Sales Service facility in India ?

(i) If provided by manufacturer ? :

(ii) If provided by Agents (in this case confirm if manufacturer provides guarantee /warranty of their products indicating the period of such guarantee / warranty)

6. Name & Address of the bankers : with account nos. (Enclose a sealed report from the Bankers certifying financial status of the manufacturer)

7. Machinery for which enlistment is sought : (Enclose catalogue and price lists of the items covered)

Sl. No. (1)	Description of Machinery (2)	Specification (3)	Capacity (4)	Country of origin (5)
8.	Details in respect of authorized agents in India if any of each agent. :			
	(a) Name / address / phone / fax / E-mail Nos. :			
	(b) Indicate date of agreement / expiry and attach copy of valid Agreement between manufacturer and agent duly notarised. :			
	(c) Territories and products covered by agreements. :			
	(d) Percentage of agency commission allowed to the Indian agent / subsidiary. :			
	(e) Approx. value of stocks held			
9.	Details of past supplies made for the items for which registration has been sought, including those in India both :			
	(i) By manufacturer :			
	(ii) through the Indian agent(s).			
10.	Name & designation of the signatory of this application (enclose a copy of Power of Attorney where applicable) :			

Place:

Date:

Authorised Signatory(ies)
with seal

Format for enlistment of Indian agents of Indian / Foreign Manufacturers
(To be filled by Indian Agents)

1. Name of Applicant firm :
Address / Telephone No. / Fax / E-mail No.
 - (a) Registered Office
 - (b) Head Office
 - (c) Other Offices

2. Status of applicant firm :
 - (a) Date of Incorporation :
 - (b) Constitution of the firm :
 - (i) Proprietorship / Partnership
(attach copy of Partnership deed and Form-A or equivalent entry certificate from Registrar of Firms duly notarized).

 - (ii) Public Limited / Pvt. Limited.
(attach Memorandum / Article of Association and copy of signed certificate of incorporation duly notarized.) :
 - (c) Names, addresses and telephone Nos. of Proprietor / Partners / Directors having interest in the firm :
 - (d) If the firm is a subsidiary of an Indian / Foreign Company, give particulars of parent / holding Company ? :
 - (e) If there are other subsidiaries of the same parent company in India, give full particulars. :
 - (f) If the Directors / Partners / Proprietor have financial interests or are represented on Board (s) of other companies give details. :
 - (g) Income-Tax Circle / Ward / District in which the Applicant firm is assessed to Income-Tax. (Please indicate GIR/Pan No.) :
 - (h) Sales Tax registration No.(s).

3. Machinery for which enlistment is sought (including JDP manufacturing unit):

Sl. No.	Description of machinery	Specification	Capacity	Country of origin
(1)	(2)	(3)	(4)	(5)
4.	Name and address of the Indian / Foreign manufacturer	:		
5.	Particulars of agency agreement with foreign manufacturer (attach copy of the agency agreement duly notarized).	:		
	(a) Date of Agreement	:		
	(b) Agreement valid upto	:		
	(c) Territorial jurisdiction	:		
	(d) Whether agreement covers all items for which enlistment is sought	:		
	(e) Percentage of agency commission	:		
	(f) Whether agent has authority to commit and sign on behalf of Indian / Foreign manufacturer	:		
	(g) Whether payment of agency commission in Indian Rupee is acceptable	:		
6.	Give names & addresses of places where after sales service facilities available indicating extent / value of spare parts maintained and staff employed.	:		
7.	Details of past supplies made for the items for which enlistment has been sought.	:		
8.	Annual turnover of applicant for the last three years duly supported by relevant Balance Sheet	:		
9.	Name and address of the Bankers (Indicate Account No. with each Bank and submit Bankers report in original.	:		
10.	Name and designation of the signatory of this application (Enclose a copy of Power Attorney where applicable).	:		

Place :

Date :

Authorized Signatory with seal