

Annexure-1A: Application Form for Category I Applicants

1. Instructions:

- 1.1. Applicants may go through the Guidelines carefully before filling up the details in the Application.
- 1.2. The Application shall be signed by duly authorized signatory of Applicant.
- 1.3. Applicants are advised to follow the format provided in this Application form for submitting their Applications. Applicants are required to provide information and enclose all supporting documents as detailed.
- 1.4. All Applications will be submitted online to the Project Management Agency (PMA) selected under the Scheme.
- 1.5. The applicant shall submit unconditional Application without any restriction, limitation or rider.
- 1.6. The Application submitted by the applicant shall be subject to the provision of Scheme Guidelines and the related notifications.
- 1.7. Application has been divided into the following sections
 - i. Applicant Details
 - ii. Proposal
 - iii. Application Fee Details

2. Section I – Applicant Details

- 2.1. Name of Applicant
- 2.2. Constitution of business – Proprietorship Firm or Partnership Firm or Limited Liability Partnership (LLP) or a Company registered in India or co-operative
- 2.3. Business Details: Address, phone, email, PAN, nature of current business, turnover, net worth, experience etc.
- 2.4. Brief profile of Promoter, Chairman, Chief Executive Officer and other CXO level officers, as the case maybe.
- 2.5. *Documents to be furnished:*
 - i. Copy of the memorandum and articles of association or equivalent registration document, Partnership Deed and any equivalent document. Shareholding pattern, share of the partners as the case may be.
 - ii. Self-certified copies of Annual Reports including Annual Financial Reports along with schedules, audited and complete Balance Sheet, as the case may be for 3 years. Most recent reports are to be provided.

- iii. Profit before Tax (PBT) and Profit after Tax (PAT) – (last 3 years)
- iv. Self-certified copies of PAN, GST Certificate for applicant,
- v. Self-certified copies of brief profile of Chairman, CEO, CXOs, Promoter and Key Managerial Persons along with their PAN / DIN
- vi. Key Personnel Details: Contact details of three senior employees of Applicant. Details would include Name, Designation, Address, phone, email.

2.6. Credit History:

- i. Provide details of presence in RBI's Defaulter and Wilful Defaulter Lists, SEBI Debarred List and CIBIL Score.
- ii. External Credit Ratings (year, agency, rating assigned) (if applicable)

3. Section II – Proposal

3.1. Project Details

3.2. Sales of all food products:

- i. Total Sales (Domestic + Exports) (INR Cr)
- ii. Exports (INR Cr)

3.3. Eligible Product Segment Applied for:

3.4. Products Groups proposed to be covered out of the Product Segment as in 3.3. (Products Groups, segment-wise, given in **Appendix-B**)

3.5. Sales (Domestic + Exports) Product Group-wise (**Appendix-B**) for 2014-15 to 2018-19:

	Product Group	2014-15	2015-16	2016-17	2017-18	2018-19
1.						
2.						
3.						
4.						
...						
	Total					

3.6. Domestic and Export Sales of Food Products (**Appendix-B**) for 2019-20 (actual), 2020-21 (Est), 2021-22 to 2026-27 (Projection):

Domestic Sales		(Rs Crore)							
	Product Group	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27
1.									
2.									
3.									
4.									
...									
	Total								
Export Sales		(Rs Crore)							
1.									
2.									
3.									
4.									
....									
	Total								

3.7. Certificate from Statutory Auditor or Independent Chartered Accountant, whichever is applicable, on the Sales/ Export of Food Products (given in 3.5 & 3.6).

3.8. Manufacturing facility/ies of the Applicant separately:

Address:

Products:

Annual Capacity:

3.9. Manufacturing facility of the Contract Manufacturer/s separately

Address:

Products

Annual Capacity:

3.10. Committed Investment (Manufacturing) Factory-wise (in INR Crore)

I. Applicant	P&M	Technical Civil Works	Associated Infrastructure	Total (Res Crore)
Factory 1/ 2/3....				
2020-21				

2021-22				
2022-23				
Sub Total (Applicant)				
II. Contract Manufacturers ²				
2020-21				
2021-22				
2022-23				
Sub Total (CM)				
Total (I+II)				

3.11. Committed Investment (Branding & Marketing³):

3.11.1. Branding & Marketing Expenditure for All Food Products: 2014-15 to 2018-19

I. Domestic Market					In Rs Crore
	2014-15	2015-16	2016-17	2017-18	2018-19
1.					
2.					
3.					
4.					
...					
II. Export Market					In Rs Crore
1.					
2.					
3.					
4.					
...					

² Include Investment (Factory-wise) for those Contract Manufacturers who supply 100% of output to the Applicant.

³ Relates to In-store Branding, Shelvespace Renting and Others (specify)

3.11.2. Expenditure on Branding & Marketing abroad for 2019-20, 2020-21 and proposed for 2021-22 to 2025-26. Break up of expenditure, in terms of broad categories, are indicative.

(In Rs Crore)				
	In Store Branding	Shelf Space Renting	Others (specify)	Total
2019-20				
2020-21				
2021-22				
2022-23				
2023-24				
2024-25				
2025-26				
Total (2021-22 to 2026-27)				

3.12. Projection of Employment created:

Cumulative Employment Generated (Attributable to products covered Appendix-B)	
Year	Numbers
2020-21 (Estimated)	
2021-22	
2022-23	
2023-24	
2024-25	
2025-26	
2026-27	

3.13. Programme Implementation Plan (PIP) for eligible product: The Applicant is required to submit a plan indicating the following:

- i. Broad plan to achieve the Sales projected in the Application and additional investment that would be required to achieve that Sales and plan for that.
- ii. Manufacturing Capacity: Utilization of the existing Capacity, creation of new Capacity location-wise & output of products

- iii. New technology to be used in Manufacturing
- iv. Arrangement with the Subsidiaries/ Contract Manufacturers/ Member Unions

3.14. Regulatory Treatment: Provide information on licenses, permits and third-party approvals necessary to execute the project

4. Section III –Application Fee Details

4.1. Proof of the Application Fee submission.

Date

Signature

(Name & designation with address) Director / CEO / MD

Annexure-1B: Application Form for Category II Applicants

1. Instructions:

- 1.1. Applicants may go through the Guidelines carefully before filling up the details in the Application.
- 1.2. The Application shall be signed by duly authorized signatory of Applicant.
- 1.3. Applicants are advised to follow the format provided in this Application form for submitting their Applications. Applicants are required to provide information and enclose all supporting documents as detailed.
- 1.4. All Applications will be submitted online to the Project Management Agency (PMA) selected under the Scheme.
- 1.5. The Applicant shall submit unconditional Application without any restriction, limitation or rider.
- 1.6. The Application submitted by the Applicant shall be subject to the provision of Scheme Guidelines and the related notifications.
- 1.7. Application has been divided into the following sections
 - i. Applicant Details
 - ii. Proposal
 - iii. Application Fee Details

2. Section I – Applicant Details

- 2.1. Name of Applicant
- 2.2. Constitution of business – Udyam Registered SME, Proprietorship Firm or Partnership Firm or Limited Liability Partnership (LLP) or a Company registered in India or co-operative
- 2.3. Business Details: Address, phone, email, PAN, nature of current business, turnover, net worth, experience etc.
- 2.4. Brief profile of Promoter, Chairman, Chief Executive Officer and other CXO level officers, as the case maybe.
- 2.5. *Documents to be furnished:*
 - i. Copy of the memorandum and articles of association or equivalent registration document, Partnership Deed and any equivalent document. Shareholding pattern, share of the partners as the case may be.
 - ii. Self-certified copies of Udyami Registration, Annual Reports including Annual Financial Reports along with schedules, audited and complete

Balance Sheet, as the case may be for 3 years. Most recent reports are to be provided.

- iii. Profit before Tax (PBT) and Profit after Tax (PAT) – (last 3 years)
 - iv. Self-certified copies of PAN, GST Certificate for Applicant,
 - v. Self-certified copies of brief profile of Chairman, CEO, CXOs, Promoter and Key Managerial Persons along with their PAN / DIN
 - vi. Key Personnel Details: Contact details of three senior employees of Applicant. Details would include Name, Designation, Address, phone, email.
- 2.6. Credit History:
- i. Provide details of presence in RBI's Defaulter and Wilful Defaulter Lists, SEBI Debarred List and CIBIL Score.
 - ii. External Credit Ratings (year, agency, rating assigned) (if applicable)

3. Section II – Proposal

3.1. Product Details: Indicate

- (i) Innovative Product: Name/s of the Products. How it is innovative product, uniqueness of the product, patents obtained and manufacturing process
- (ii) Organic Product: Name/s of the Products. Type of certification for organic products and particulars (certification for organic product should be either from APEDA or similar recognised certification agency, not peer group certification)

4.2. Sales of Products sought to be promoted, product-wise (as given in 3.1) for 2014-15 to 2018-19:

(In Rs Crore)						
	Name of the Products	2014-15	2015-16	2016-17	2017-18	2018-19
1.						
2.						
3.						
4.						
...						

	Total					
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4.3. Sales and Export of Food Products (given in 3.4) for 2019-20 (actual), 2020-21 (Est), 2021-22 to 2026-27 (Projection):

Domestic Sales		(Rs Crore)							
	Product Group	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27
1.									
2.									
3.									
4.									
...									
	Total								
Export Sales		(Rs Crore)							
1.									
2.									
3.									
4.									
....									
	Total								

3.2. Certificate from Statutory Auditor or Independent Chartered Accountant, whichever is applicable, on the Sales/ Exports of Food Products for 2019-20.

3.3. Investment made in 2017-18, 2018-19 and 2019-20

	P&M	Technical Civil Works	Associated Infrastructure	Total (Res Crore)
Factory 1/ 2/3....				
2017-18				
2018-19				
2019-20				
Total				

3.4. Manufacturing facility of the Applicant:

Address:

Products:

Annual Capacity:

3.5. Proposed Investment for manufacturing Factory-wise (in Rs Crore):

	P&M	Technical Civil Works	Associated Infrastructure	Total (Res Crore)
Factory 1/ 2/3....				
2020-21				
2021-22				
2022-23				
Sub Total (Applicant)				

3.6. Availability of Funds for investment indicated at 3.4 for Investment category-wise (Own fund, Loan, tied up from Private Equity, Venture Capital, Angel investors, other etc)

3.7. Certificate from Statutory Auditor or Independent Chartered Accountant, whichever is applicable, on Investment made and funds tied up referred to at paragraphs 3.3 and 3.6.

3.8. Projections (self-certified) of Sales, Exports and Employment Generation:

Domestic and Exports Sales (Innovative/ Organic products)		
Year	Domestic Sales (INR Crore)	Exports (INR Crore)
2019-20 (Base Year)		
2021-22		
2022-23		
2023-24		
2024-25		
2025-26		
2026-27		
Total		
Cumulative Employment Generated		
Year	Numbers	
2021-22		

2022-23	
2023-24	
2024-25	
2025-26	
2026-27	

3.9. Detailed Project Report/ Programme Implementation Plan (PIP) for eligible product: The Applicant is required to submit a DPR/ PIP containing the information as indicated in the attached **Table-Annexure 1B**.

4. Section 3: Application Fee Details

4.1. Proof of the Application Fee submission.

Date

Signature

(Name & designation with address) Director / CEO / MD