

FORMAT OF APPLICATION FOR ENTERPRISES APPLYING
FOR ASSESSMENT OF CAPACITY OF UNITS

GOVT. OF INDIA
MINISTRY OF MSME
MICRO SMALL AND MEDIUM ENTERPRISES
DEVELOPMENT INSTITUTE (MSME-DI)
CGO COMPLEX, SEMINARY HILLS, NAGPUR

1. NAME OF THE UNIT WITH FULL ADDRESS AND TEL/MO. NO. :

2. STATUS OF THE UNIT (TICK WHICHEVER APPLICABLE) : MICRO/SMALL/SERVICE/ MANUFACTURING ENTERPRISE
OR
MEDIUM OR NON MICRO/SMALL SERVICE/MANUFACTURING ENTERPRISE

3. IF MEDIUM OR NON MICRO/SMALL/ SERVICE/MANUFACTURING ENTERPRISES, THEN PURPOSE OF APPLYING FOR CAPACITY ASSESSMENT AND RECOMMENDATION LETTER OF GM, DTIC SPECIFYING THE PURPOSE

4. E.M. NO. AND DATE : PLEASE ENCLOSE ALL COPIES OF E.M. FILED IN PART II ALONG WITH ACKNOWLEDGEMENT OF EM/ UDYAM REGISTRATION

5. ITEMS OF MANUFACTURING AS PER E.M. FILED IN PART II :
 - a) d)
 - b) e)
 - c) f)

6. CONSTITUTION OF THE ENTERPRISES/COMPANY (TICK WHICHEVER IS APPLICABLE) : PROPRIETARY/PARTNERSHIP/ LIMITED COMPANY

7. a) IF PROPRIETORY, NAME OF THE PROPRIETOR :
- b) IF PARTNERSHIP, NAME OF THE MANAGING PARTNER :
- c) IF LIMITED COMPANY, NAME OF THE MD, NAME OF DIRECTORS & THEIR SHARE HOLDING (TO BE ENCLOSED)

8. WHETHER THE UNIT HAVE ANY LINK WITH OTHER ENTERPRISES, IF YES GIVE DETAILS (ENCLOSE SEPARATE SHEET, IF NECESSARY)

9. ITEMS OF MANUFACTURE AS ON DATE

ITEMS	INSTALLED CAPACITY	APPROX VALUE (RS.)
a)		
b)		
c)		
d)		
e)		
f)		

10. TOTAL INVESTMENT

- a) Land & Building : Rs.
- b) Plant and Machinery : Rs.
- c) Working Capital : Rs.

11. INSTALLED ELECTRICAL LOAD : HP / KW

12. SANCTIONED ELECTRICAL LOAD: HP / KW

13. EMPLOYMENT : NOS.

- a) Managerial :
- b) Technical :
- c) Office Staff :
- d) Workers :

14. RAW MATERIALS CONSUMED DURING THE LAST THREE YEARS

ITEMS	20 --- 20		20 --- 20		20 --- 20	
	Qty.	Value	Qty.	Value	Qty.	Value

15. PRODUCTION DURING THE LAST THREE YEARS

ITEMS/PRODUCTS SERVICE REFENCE	20 --- 20		20 --- 20		20 --- 20	
	Qty.	Value	Qty.	Value	Qty.	Value

16. SOURCES OF PROCUREMENT OF RAW MATERIALS

17. SALES DURING THE LAST THREE YEARS

ITEMS	20 --- 20		20 --- 20		20 --- 20	
	Qty.	Value	Qty.	Value	Qty.	Value

18. NAME OF RELEVANT SPECIFICATION TO WHICH THE ITEMS ARE MANUFACTURED:

19. LIST OF EXISTING PLANT AND MACHINERY (IN THE FOLLOWING FORMAT TO BE ENCLOSED)

SL. NO.	NAME OF PLANT & MACHINERY WITH SPECIFICATION	QTY. (NOS.)	ORIGINAL PURCHASE VALUE (RS.)	DATE OF PURCHASE

20. LIST OF TESTING EQUIPMENTS (IN THE FOLLOWING FORMAT TO BE ENCLOSED)

SL. NO.	NAME OF EQUIPMENTS WITH SPECIFICATION	QTY. (NOS.)	ORIGINAL PURCHASE VALUE (RS.)	DATE OF PURCHASE

21. BRIEF DESCRIPTION OF PROCESS OF MANUFACTURE

22. DETAILS OF SERVICE CHARGES (ENCLOSED)

1. **Rs. 2000/-** IN CASE OF MICRO, ENTERPRISES
2. **Rs. 3000/-** IN CASE OF SMALL
3. **Rs. 5000** – IN CASE FOR MEDIUM
4. FOR Non- MSMEs **Rs. 10,000/-**,

DD NO.:-
DATED:-

BANK & BR:-
VALUE:-

**IN FAVOUR OF: DIRECTOR,
MSME-DI, NAGPUR**

PAYABLE AT: NAGPUR

Signature

Name

Designation

Please enclosed all relevant documents as per the placation format along with the demand draft