

**TECHNOLOGY DEVELOPMENT BOARD
APPLICATION FORM
(FORM – A)**

Rule 19(2): Any applicant who is desirous to seek financial assistance,
from the Fund for Technology Development and Application, shall
apply to the Board in Form- A.

**PART-I
INFORMATION ABOUT APPLICANT**

1.1 Title of the project :

1.2 Name and correspondence address of the applicant/company:

Name of the applicant Company			
Status of the Company	Pvt. Ltd./Ltd./Joint Sector/Other (Specify)		
Name of the Key Person			
Address			
Village			
Taluk			
District			
Pin			
State			
STD Code	Ph.	Mob.	
Fax No.	E-mail:	Website:	
Nearest Rly Station	Distance in (Kms)		
Nearest Airport	Distance in (Kms)		

1.3 Address in full including PIN code:

(a) Registered Office with telephone Nos./fax/e-mail

(b) Administrative office with telephone Nos./ fax/e-mail :

1.4 Date of incorporation with Registration number:

(a) Whether the applicant has an in house R&D unit recognized by the DSIR? :

(b) If so, details of recognitions:

(c) Recognition/Certification received from other Government Agencies:

1.5 Name of the promoters and their track record (submit detailed resume)

1.6 Board of directors

1.7 Share holding pattern of the Company as on.....

1.8 Management Team :- Details of Key Professional, Designation, Qualification & Experience

1.9 Applicant's background (including association with other group/subsidiary/ associate companies and other enterprises and contribution in them):

1.10 Please furnish a note on the present activities of the applicant including commitment to R&D

1.11 (a) Has the applicant applied for assistance from TDB earlier? :

(b) If so, details thereof

1.12 Provide the summary of balance sheet and Profit & Loss account of last three years for the company (submit last three years report):

Rs in Lakhs

Particulars				
Share Capital				
Share Application Money				
Reserves and Surplus				
Secured Loan				
Unsecured Loan				

Fixed Net assets				
Net current Assets				
Income				
Total Expenditure				
PBDIT				
Depreciation				
Interest				
PBT				
Tax				
PAT				
Cumulative Profit/Loss carried to BS				

1.13 Furnish complete details of loans outstanding against the applicant for:

(a) Existing and the proposed project. :

(b) Other project(s) including re-schedule and defaults if any :

1.14 Name, Address and Phone No. of the Banker through whom working capital is sought.

1.15 Details of prosecution, if any, in a court of law launched against the applicant:

PART-II

INFORMATION ABOUT PROJECT

Description of the project: (Brief details of project) submit Project Report which should include the following:

2.1. Technical Details: (Must be elaborated)

- Proposed products / services with technical specifications
- Process
- Technology Details
- Source of Technology
- Whether indigenous /imported technology, Copy of technology tie-up agreement and its salient features
- Statutory Approvals/Clearances required and present status
- Patent status of the product/process/service
- Other Competing Players, Product Advantage
- Indigenous aspects, specific features
- Testing Facilities and Quality Assurance for the Product
- Uniqueness of the Technology and innovative content in the proposal
 - a) In house
 - b) Outside

2.2 Marketing Details: Market, demand-supply, marketing strategy, market survey etc.

2.3 Financial Details

2.3.1 Cost of the Project

(₹ in Lakhs)

Heads of expenditure	Expenditure Incurred till the date of application	Expenditure to be incurred	Total
Land			
Site Development			
Building / Civil Works			
(i)Factory			
(ii)Administration			
(iii)Others			
Plant & Machinery			
(i)Imported			
(ii)Indigenous			
Miscellaneous Fixed Assets			

Technical Know-how Fees			
Cost of filling patent(s)			
Preliminary & Pre-operative Expenses			
Marketing & Travel Expenses			
Others (specify)			
Interest during Construction			
Contingency			
Margin Money for working capital			
Total			

Note : Justification on each of the above heads of expenditure to be presented separately by the applicant.

1.3.2 Means of finance:

(Assistance from TDB can be sought either for loan or for equity and not for both)

(₹ In Lakhs)

	Status on date	Additional Amount Proposed	Total
Equity Promoters Others (specify)			
Loan Financial Institution Bank Others (specify)			
Assistance from TDB Loan or Equity (specify)			
Total			

2.4 List of raw materials (sources, availability and expected cost)

2.5 List of Plant & Machinery (alongwith cost, and its basis)

a) Existing : (List of Major Plant and Machinery)

(₹. In lakhs)

Instrument	Procurement source	Quantity	Amount
	Imported/ Indigenous		

b) New : to be procured for the Project

(₹. In lakhs)

Instrument	Procurement source	Quantity	Amount
	Imported/ Indigenous		

2.6 Project location: Address, Advantage, Benefits, infrastructure available etc.

2.7 Details of land along with copy of relevant land documents

2.8 Duration of the Project and activity wise Implementation schedule indicating milestones (Annex Bar Chart of Activities)

2.9 (a) Submit a Business Plan indicating Production & Sales for five years

(b) Profitability Projections: Give the Basis & Assumptions for various heads of income & expenditure.

c) Projected Balance Sheet

(d) Cash flow projections for the proposed products/ service (indicate for five years after commencement of commercial production):

2.10

Financial indicators for the	Project	Company
(a) Debt: Equity		
(b) IRR		
(c) DSCR		

(d) Pay back period		
(e) Break even & Cash Break even		
(f) Sensitive analysis		

2.11 Risk Factors envisaged in the project and Mitigation plan

2.12 (a) Has the applicant applied for financial assistance for the same /similar project from any other institution/ agency? :

(b) If so, details and status thereof:

2.13 (a) Is the applicant expecting any subsidy or any other concession from any Government departments of other agency? :

(b) If so, details thereof:

2.14 Indicate the type of collateral you wish to provide in favour of TDB.

- (a) Bank guarantee
- (b) Corporate guarantee from other sister / group company
- (c) Own corporate guarantee
- (d) Personal guarantee of the promoters/ Directors
- (e) Pledge of shares by promoters / Directors
- (f) Hypothecation of assets
- (g) Mortgage of property
- (h) Any other form of security (specify)

2.15 Furnish complete details of loans outstanding against the applicant for

- (a) The proposed project:**
- (b) Other project (s) including re- scheduling and defaults, if any**

PART-III
INFORMATION ABOUT ONGOING ACTIVITIES
CHECK - LIST OF ENCLOSURES

Annexure	Contents	Checklist	Page No
1	Constitution of the organization /Article and Memorandum of Association		
2	Certificate of Registration or Certificate of Incorporation		
3	Certificate of commencement of business		
4	Name and addresses of the Board of Directors/ Management Committee along with their telephone numbers		
5	Promoters background (including association with other companies and contribution in those companies)		
6	DSIR Recognition Letter for in – house R&D unit.		
7	Techno-economic feasibility study report		
8	Agreement for transfer of technology (if sourced from outside)		
9	Chart indication the project duration and implementation schedule with milestones		
10	Annual Reports with audited statement of accounts of the applicant for the last three years		
11	Annual Reports with audited statement of accounts of the parent company (in case applicant is subsidiary) for the last three years		
12	Copies of Tax Return of the applicant for the last three years		
13	Details of loans outstanding against the applicant including re-scheduled loans and defaults		
14	Architectural Drawings and Plant Design to be provided later		

(Signature of Authorized Representative of the Applicant with Name and Designation)

Signature :
 Authorised Representative Name :
 Designation :