

COCONUT DEVELOPMENT BOARD

(Ministry of Agriculture, Government of India)

P.b.no.1021, Kochi, Kerala – 682 011

APPLICATION FOR TECHNOLOGY / KNOWHOW

TECHNOLOGY INTERESTED IN
(Please tick the relevant box)

Spray dried coconut
Milk Powder

Preservation and Packing of
Tender Coconut Water

1 COMPANY

1.1 Name of the firm

1.2 Constitution
(Please strike out
Which are not applicable) – Proprietary / Partnership /
Private Limited / Public Limited
Concern / Cooperative Society

1.3 Name of the business house /
group to which the unit belongs

1.4 Registration No.
(As given by the District
Industries Centre / Directorate
of Industries) (Please enclose
copy to certificate)

1.5 Date of incorporation /
Commencement of Business

1.6 Business Address with
Telephone, Telex, Fax No.,
Email, Website, etc.

1.6.1 Registered Office

1.6.2 Administrative Office

1.6.3 Factory - Existing

- Proposed

2 MANAGEMENT

2.1 Background of the Proprietor / Partners / Promoters / Directors
(Please furnish information for each person as per
Annexure – 1)

2.2 Brief history of the unit including previous changes in management
if any, and modernisation / expansion schemes implemented in the past

3 BUSINESS ACTIVITY

3.1 Description of the Industrial Activity

3.2 Existing

3.3 Proposed

4 PROJECT FINANCING

4.1 How the Activity was financed so far
(to be filled up in case of existing unit only)

Source of Funds (*)	Security including collateral if any	Rate of interest	Repay - ment per month	Present liabilit - ies as on	Amount of Default (if any)	Purpose for which loan taken

(*) Indicate sources of funds with name & address, e.g. banks / financial institution / others (specify)

4.2 Arrears in Statutory Payments (if any)

- a) Income Tax
- b) Sales Tax
- c) Provident Fund
- d) Employees State Insurance Corporation
- e) Other (specify)

4.3 Contingent liabilities (if any)

4.4 Past performance (in case of existing units)

Particulars capacity utilization	Last year	Last but One Year	Last but Two Year
Turnover			
Net Profit			
Retained Profit			

4.5 Monthly turnover for last twelve months

5 OTHER PROMOTERS

5.1 (Please furnish background of the main promoter other than those furnished in Annexure – 1, write – up on other companies, if any, promoted by him or with which he is associated together with a copy of the latest balance sheet)

5.2 In case the promoter is a limited company, please furnish a write up on the activities and past performance of the company and any other expansion programme (s) / diversification contemplated.

Please also enclose certified copies of the

a) Memorandum and articles of Association
b) Audited Balance Sheet and Trading and Profit & Loss A/cs for the past three years of the promoter company

c) Copy of the agreement (s), if any, entered into among the promoters

6 SHARE HOLDING

6.1 Please provide a list of shareholders under the heads

- a) Promoters
- b) Other major groups
- c) Foreign collaborators
- d) NRI shareholders
- e) Other institutions

Owing or controlling 5 % or more of equity shares, indicating the amount owned and business relationship if any, with the company

6.2 In case of preference shareholders please give a list of ten largest shareholders.

6.3 Also furnish number of equity shareholders and preference shareholders.

7 MAN POWER

	<u>Present</u>	<u>Proposed</u>
7.1 Executives		
7.2 Supervisory		
7.3 Administrative / Office Staff		
7.4 Skilled Labour		
7.5 Unskilled Labour		
7.6 Others (specify)		

7.7 Particulars of existing key technical and executive staff (Please furnish data for - existing as well as proposed staff

Name	Designation	Qualification	Experience	Any special achievement (Inventions / Research etc)	Functional Duties at the unit

8 SUBSIDIARIES

8.1 If the unit is an ancillary unit the undertaking to which it is catering and its address

8.2 Name of the associate concern (s) if any, and

8.3 Nature of Association and amount invested

8.4 Nature of activity

8.5 Items traded / manufactured

8.6 Turnover and profit during preceding three years

8.7 Names and addressed of bankers

9 TECHNICAL BACKGROUND OF EXISTING FACILITY

9.1 Name of the products (including by – products) & its (their) use:

9.2 Manufacturing Process , in brief:

9.3 Capacity of units (Quantity in Kg./ Volume in Liters)

Capacity for each products	Licensed	Installed	Operating

No. of working days in a month
&
No. of shifts in a day

- 9.4 In case of any collaboration, please furnish a brief – write – up on the period of collaboration agreement, the name of the collaborator company, indicating the activities, size, turnover, particulars of the existing plant, other projects in India and abroad set up with same collaboration.

Please enclose

- a. Copy of the published brochure highlighting the activities of the collaborator and balance sheet for the latest year.
 - b. Copy of the collaboration agreement.
 - c. Fees / royalties payable and the manner in which payable.
 - d. Copy of the government approval, if required, for the services of foreign technicians, if any
- 9.5 If there is no collaboration agreement, please furnish full details of arrangement proposed to be made for obtaining technical advice and service needed for the implementation of the project.
- 9.6 Particulars of the Consultants:
- a. Name and address of the consultants:
 - b. Fees payable and the manner in which payable
 - c. Scope of work assigned to them
 - d. Brief particulars of consultants including organizational set – up, bio – data, of senior personnel, names of directors / partners, particulars of work done in the past and work on hand.

Please enclose a copy of the agreement with the consultant, and in case of foreign consultants (s) approval of the Government.

- 9.7 Whether any of partners / promoters / directors has any interest in constituents / collaborator firm. If so, details to be furnished
- 9.8 Locational advantages of existing and proposed premises with reference to
- 9.8.1 Absence of civic restrictions
 - 9.8.2 Proximity to the source of raw materials
 - 9.8.3 Market for the products
 - 9.8.4 Availability of

- a. Power
- b. Water
- c. Labour
- d. Transport

9.8.5 Whether backward area and benefits available

10 LAND &, BUILDING

10.1 Area. Plinth Area Value
(IN sq. meters) (In OOOs of Rs)

	Existing	Proposed	Existing	Proposes
Factory Land				
Factory Building				
Ancillary Building				
Open Storage Space				

Enclosure:

- a. Certified Xerox copy of sale / lease deed
 - b. Certified Xerox copy of Govt. order converting the land into industrial land , if applicable
 - c. Location map
 - d. Certified Xerox copy of the site plan of the land, showing contour lines, the internal roads power receiving station, railway siding, tube wells,etc and blueprint of the buildings duly approved by corporation / municipality / panchayats.
 - e. Details of charges / encumbrances created / to be created on the existing assets.
- 10.2 If sub – contract of any portion of production is envisaged, the production stages in which the sub – contracting will be done.
- 10.3 Arrangements made for erection and commissioning of the plant , if any
- 10.4 Necessity & purpose for the proposed investment / addition to factory / premises / machinery (in case where such investment is intended) for achievement of the anticipated turnover.

11 MEANS OF FINANCING

(Please furnish details of sources of finance for meeting the cost under the following heads)

(In OOs of Rs)

Sl No	Particulars	Amount already - raised	Amount – propose to - be raised	Total
A	Capital (specify resources – contributing capital)			
B.	Reserves			
C.	Term Loans (give full particulars)			
D	Unsecured Loans and Deposits - (indicate sources, rate of interest, repayment period etc.)			
E	Deferred payment arrangements including Supplier's Credit			
F	Subsidy Central Govt., State Government.			
G.	Seed Capital (indicate sources)			
H	Internal Cash Accruals			
I	Other Sources (specify)			
J	Total			

DECLARATION

I / We declare that all information furnished by me / us is true that there is no overdues / statutory dues against me / us / promoters except as indicated in the application: that no legal action has been / is being taken against me / us promoters that I/We shall furnish all other information that may be required by you in connection with my / our application : that this may also be exchanged by you with any agency you may deem fit:: and you, also representatives / any other agency as authorised by you, may, at any time, inspect verify /my / our assets, books of accounts, etc, in our factory / business premises , as given above. In case any misrepresentation of facts is found on verification by the officials / representatives of the Board, my / our application may be rejected

I / We hereby accept the terms and condition of the Board and fully aware of the powers of the Board to accept / reject my application for technology / know how without stating any reasons thereof.

Date:

Place:

Signature

Name & Designation