



No.F.DI/SUBSIDY/IIIPIS/4-2(21)/2021/ 10, 798-807  
Government of Tripura  
Department of Industries and Commerce  
Agartala-799006, Tripura

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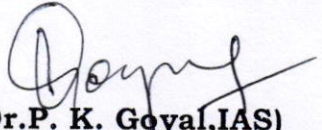
Dated, Agartala, the 10<sup>th</sup> June, 2022

M E M O R A N D U M

**Subject: Operational Guidelines for the industrial enterprises/ entrepreneurs in respect of claiming various subsidies/ incentives under Tripura Industrial Investment Promotion Incentive Scheme, 2022.**

The Government of Tripura has notified the Tripura Industrial Investment Promotion Incentives Scheme, 2022 (hereinafter referred to as 'Scheme-2022'), which has become operational with effect from 1<sup>st</sup> April 2022. Now, a general operational guideline has been prepared for claiming subsidy/ incentive by the industrial enterprises under the Scheme, 2022. Industrial enterprises shall require to strictly follow the operational guidelines in claiming subsidies/ incentives under the Scheme, 2022.

2. The general operation guidelines for claiming subsidies/ incentives under Scheme, 2022 and the frequency for submission of claims for various components of the Scheme, 2022 have been enclosed herewith. Besides, a complete set of Proforma prescribed for submitting various applications in respect of various subsidies/ incentives has also been enclosed herewith.
3. The above operational guidelines are being issued for information and strict compliance by all concerned and shall take effect from the date of the Scheme-2022 coming into operation i.e., 1<sup>st</sup> April, 2022. Applications for claims under Scheme, 2022 shall be submitted by the industrial units only in the prescribed proforma through SWAAGAT Portal. Separate operational guidelines are being issued for the State Government Officials who will be handling the various subsidy claims.

  
(Dr. P. K. Goyal, IAS)  
Secretary (I&C)

**To**

1. All the Chambers of Commerce and Industries in Tripura.
2. The GM, District Industries Centres (All Districts).
3. The SIO, NIC, Tripura – for placing the Memorandum (with Enclosures) on the Tripura Government website.

**General Operational Guidelines for obtaining Incentives Eligibility Certificates of Industrial Units and procedures for claiming of Subsidy/ Incentives under Tripura Industrial Investment Promotion Incentive Scheme, 2022.**

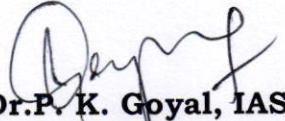
All industrial enterprises/ entrepreneurs shall follow the following operational procedures during submission of subsidy/ incentive claims under Tripura Industrial Investment Promotion Incentive scheme, 2022 (here-in-under referred as Scheme- 2022):

- 1) The application for obtaining Incentives Eligibility Certificate and submission of an application for availing incentive/ subsidy under any component of the Scheme-2022 shall be online mode through "SWAAGAT PORTAL".
- 2) In terms of Clause 3(i) of the Scheme-2022, the General Manager, DICs of the Districts concerned shall function as 'Authorized Agent' of the State Government on behalf of the Directorate of Industries & Commerce. Accordingly, all applications for benefits under the Scheme should be submitted to the General Manager, DIC of the District concerned through the portal, who will take further necessary steps to process such applications.
- 3) The provisions regarding applicability/ non-applicability of the Scheme and the eligibility conditions for availing incentives under the Scheme are given in Clause 4, 5 & 6 respectively, of the Scheme-2022. For availing any incentives under the Scheme, the concerned enterprise/ entrepreneur shall have to obtain an Incentives Eligibility Certificate. In addition, for availing State Transport subsidy, the eligible industrial units will have to obtain Incentive Eligibility Certificate for State Transport Subsidy separately under the Scheme-2022 separately from the GM, DIC of the concerned district.
- 4) Local Industrial Enterprises using local minor mineral based raw materials such as river sand/ stone etc. during production are not eligible for State Transport Subsidy for transportation of secondary raw materials from outside of the State.
- 5) Local industrial units manufacturing packaging materials are eligible for subsidy (including State Transport Subsidy) under the Scheme-2022, wherein the entire manufacturing process shall have to be carried out in the State itself. No subsidy will be provided to the industrial units using semi-processed products/goods as raw materials imported from outside the State during production.
- 6) Industrial units having connected load of above 20HP, power consumption bill will be charged @Rs.5.00 per unit. Accordingly, the TSECL will raise electricity consumption bill to the industrial units having connected load of above 20 HP.

In this regard necessary guideline will be issued in the Department of Industries and Commerce.

- 7) In case of units willing to avail special incentives under Scheme-2022 after continuous operation for 5 years, shall mandatorily require to obtain a fresh Incentives Eligibility Certificate from the General Manager, DIC of the District concerned.
- 8) Once an Enterprise/ Entrepreneur obtain Incentives Eligibility Certificate, it shall be entitled to submit application for availing incentives under individual components of the Scheme.
- 9) An enterprise shall be eligible for incentives under Scheme-2022 only after it has started commercial production and only as long as it continues to remain in operation [Clause-6].
- 10) The date of commencement of commercial production of the unit is to be intimated to Tax authority and the copy duly acknowledged by the authority has to be submitted as a proof of the date of commencement of commercial production of the unit.
- 11) The incentive claims are required to be submitted as per the format, procedure and frequency as per the Clause-24.
- 12) The incentive/ benefit to be sanctioned under Scheme-2022 shall be reduced by the amount of benefit already availed by a unit under any other Govt. Scheme [Clause-6.4].
- 13) All incentives payable under the Scheme-2022 shall be disbursed through the financing banks/ financial institutions. In case of self-financed units, incentives shall be disbursed through a bank account [Clause-6.3].
- 14) Cash Payments shall not be considered for calculation of incentives under Scheme-2022. The payments through Cheques/ Drafts/ Other Banking Mechanism only shall be taken into account.
- 15) In all cases where the incentive is linked to certain payments to be made by the unit to various Government Agencies/ Financial Institutions/ Government Undertakings (reimbursement of power charges, for instance), the incentive shall be sanctioned only after the unit has actually made payment to the concerned Department/ Undertaking. No incentives will be granted to the defaulting units.
- 16) No industrial unit shall be issued Eligibility Certificates for availing benefit under the Scheme if the activity of the unit is covered under the Negative List, as provided in **Annexure-I** of the Scheme. 2022.

17) The applications submitted by the Enterprises/ Entrepreneurs should be complete in all respects and accompanied by all required Certificates/ Documents duly countersigned by the unit, as indicated in the respective Application Form. The GM, DIC concerned may ask for additional documents, as may be considered appropriate.

  
(Dr. P. K. Goyal, IAS)  
Secretary (I&C)

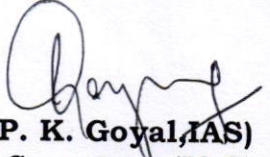
**To**

1. All the Chambers of Commerce and Industries in Tripura.
2. The GM, District Industries Centre (All Districts).
3. The SIO, NIC, Tripura – for placing the Memorandum (with Enclosures) on the Tripura Government website.

**Frequency for submission of claims for various components of the Tripura Industrial Investment Promotion Incentive Scheme, 2022**

Component/ Benefit-wise frequency for submission of subsidy claims under Scheme, 2022 shall be as follows:

<b>Sl. No</b>	<b>Particulars of Subsidy/ Incentive</b>	<b>Frequency</b>
1.	Capital Investment Subsidy	One Time
2.	Industrial Promotion Subsidy	Half-yearly/ Annually
3.	Reimbursement of Power Charges	Half-yearly/ Annually
4.	Partial Reimbursement of Interest on Term Loans	Annually
5.	i. Reimbursement of Standard Certification Charges ii. Reimbursement of fees for Technology Know-how	One Time/Annually One time
6.	Employment Cost subsidy	Half-yearly/ Annually
7.	Subsidy on fees paid for Credit Guarantee Trust Fund for Micro and Small Enterprise	Annually
8.	Export Promotion Subsidy	Half-yearly/ Annually
9.	Subsidy for participation in Fares and Exhibitions	One-Time for single participation
10.	State Transport Subsidy	Quarterly
11.	Additional Subsidy to ZED Certified MSMEs	One Time

  
**(Dr.P. K. Goyal, IAS)**  
**Secretary (I&C)**

**Prescribed Proforma for submission of Applications under  
Tripura Industrial Investment Promotion Incentive Scheme, 2022**

<b>Proforma No.</b>	<b>Particulars</b>	<b>Page No.</b>
<b>IA</b>	Application Form for obtaining Incentive Eligibility Certificate for availing incentive ( <u>except</u> Procurement Preference and Exemption from Earnest Money and Security Deposits)	1 - 2
<b>IB</b>	Application Form for obtaining Eligibility Certificate for availing <u>Procurement Preference</u> benefit.	3 - 5
<b>IC</b>	Application Form for obtaining Eligibility Certificate in respect of <u>Exemption from Earnest Money and Bid Security Deposits</u> benefit.	6 - 7
<b>ID</b>	Application Form for obtaining Incentive Eligibility Certificate for availing incentive for units undergone substantial expansion ( <u>except</u> Procurement Preference and Exemption from Earnest Money and Security Deposits)	8 - 9
<b>IE</b>	Application Form for obtaining Incentives Eligibility Certificate for availing State Transport Subsidy for transportation of Secondary Raw Materials.	10 - 12
<b>II (A)</b>	Application Form for claiming <u>Capital Investment Subsidy</u>	13 - 19
<b>II(B)</b>	Application Form for claiming <u>Capital Investment Subsidy for Infrastructure Developers</u>	20 - 25
<b>II(C)</b>	Application Form for claiming <u>Capital Investment Subsidy for substantial expansion</u>	26 - 32
<b>III</b>	Application Form for claiming <u>Industrial Promotion Subsidy</u>	33 - 36
<b>IV</b>	Application Form for claiming <u>Partial Reimbursement of Power Charges</u>	37 - 39
<b>V</b>	Application Form for claiming <u>Partial Reimbursement of Interest on Term Loans</u>	40 - 43

<b>VI(A)</b>	Application Form for claiming <u>Reimbursement of Standard Certification Charges/ Fees</u>	44 - 45
<b>VI(B)</b>	Application Form for claiming <u>Reimbursement of Charges/ Fees for getting Technical Know-how/ Technology Transfer.</u>	46 - 48
<b>VII</b>	Application Form for claiming <u>Employment Cost Subsidy</u>	49 - 51
<b>VIII</b>	Application Form for claiming <u>on fees paid for Credit Guarantee coverage of loan</u> under CGTMSE	52 - 54
<b>IX</b>	Application Form for claiming <u>Export Promotion Subsidy</u>	55 - 57
<b>X</b>	Application Form for claiming <u>subsidy for participation in fares and exhibitions</u>	58 - 60
<b>XI</b>	Application for claiming <u>State Transport Subsidy</u>	61 - 66
<b>XII</b>	Application Form for claiming <u>Subsidy by ZED Certified Industrial units</u>	67 - 71

**Proforma of Application Forms for claiming of Special Incentives by Industrial Enterprises which continued operation for 5 years**

<b>Proforma No.</b>	<b>Particulars</b>	<b>Page No.</b>
<b>I</b>	Application Form for obtaining <u>Incentives Eligibility Certificate</u>	73 -74
<b>II</b>	Application Form for claiming <u>Industrial Promotion Subsidy</u>	75 - 78
<b>III</b>	Application Form for claiming <u>Reimbursement of Power Charges</u>	79 - 81
<b>IV</b>	Application Form for claiming <u>Employment Cost Subsidy</u>	82 - 84



**Proforma-IA**

**Application Form for obtaining Incentive Eligibility Certificate  
under Tripura Industrial Investment Promotion Incentive Scheme,  
2022**

**(Except in respect of (i) Procurement Preference and (ii) Exemption from  
Earnest Money and Security Deposits - for which there are separate  
Proforma)**

<b>1.</b>	<b><u>Brief Particulars of the Unit</u></b>	
1.1	Name of the Unit	
1.2	<u>Address:</u>  a) Factory   b) Office	
1.3	Name of the Promoter(s)	
1.4	Type of Industry, Product Manufactured, etc.	
1.5	Category of the Industrial Unit (Micro/ Small/ Medium/ Large/ Private Infrastructure Developer)	
1.6	Whether New/ Existing unit undergoing substantial expansion	
1.7	Whether the unit comes under the Thrust Sector industries (Yes or No). If yes, please indicate the major raw materials being used.	
<b>2.</b>	<b><u>Eligibility Particulars of the Unit</u></b>	
2.1	Whether the Unit has filed Udyam Registration/ necessary industrial approval from the competent authority and if so, please enclose a copy of the Acknowledgement.	

2.2	Date/ Month/ Year of Commencement of Commercial Production of the Unit.	
2.3	Whether the unit has availed or proposes to avail subsidy, grant or incentive for the same Project under any other Scheme of the Central/ State Government or undertakings? If so, please give details.	
3.	<p><b><u>List of Documents/ Certificates required to be submitted:</u></b></p> <p>a) Copy of the letter intimating the date of commencement of commercial production to Tax authority and duly acknowledged by the authority.</p> <p>b) Copy of the acknowledgement regarding filing of Udyam Registration/ necessary industrial approval from the competent authority</p> <p>c) "No Objection Certificate" regarding Pollution Clearance from the competent authority.</p> <p>d) License from Factories and Boilers Organization (where applicable)</p>	<p>Enclosed/ Not Enclosed.</p> <p>Enclosed/ Not Enclosed/ Not Applicable.</p> <p>Enclosed/ Not Enclosed.</p> <p>Enclosed/ Not Enclosed/ Not Applicable.</p>

Certified that the above information is true to the best of my knowledge and belief.

**Signature of the authorized Signatory**

**Proforma-IB**

**Application Form for obtaining Eligibility Certificate under Tripura  
Industrial Investment Promotion Incentive Scheme, 2022  
(In respect of Procurement Preference only)**

1.	<b><u>Brief Particulars of the Unit</u></b>	
1.1	Name of the Unit	
1.2	Address:  a) Factory  b) Office	
1.3	Name of the Promoter(s)	
1.4	Type of Industry, Product Manufactured, etc.	
2.	<b><u>Eligibility Particulars of the Unit</u></b>	
2.1	Whether the Unit has filed Udyam Registration/ necessary industrial approval from the competent authority. If yes, please mention the number and date. Please also enclose a copy of the acknowledgement.	
2.2	Date/ Month/ Year of Commencement of Commercial Production of the Unit.	
2.3	Year for which the Eligibility Certificate is applied for.	
2.4	<b><u>Analysis of the Cost/ Price Structure of the Unit for calculation of 'Value Addition'</u></b>	The detailed analysis should be prepared and submitted in the enclosed Proforma in <u>Annex-I(A)</u> following the instructions given below: a) In case the unit has <u>more than one product</u> , the analysis is to be given, for each product separately, certified by a Chartered Accountant.

		<p>b) The Analysis should be on the basis of data contained in <u>audited accounts of last completed accounting year available</u>. In case the unit has not completed one year, the data for the period of minimum three preceding completed months (certified by a Chartered Accountant) may be taken as basis. In case the unit is manufacturing the product for the first time, the details of cost structure as per DPR for the Project should be furnished. In that case DPR must be appraised by Banks/ TIDCL/ NEDFi.</p> <p>The <u>audited P&amp;L A/c and Balance Sheet</u> of the Unit available for immediately preceding 3(three) accounting years is to be submitted.</p>
3.	<p><b><u>List of Documents/ Certificates required to be submitted:</u></b></p> <p>a) Copy of the acknowledgement regarding filing of Udyam Registration/ necessary industrial approval from the competent authority.</p> <p>b) ‘No Objection Certificate’ regarding Pollution Clearance from the competent authority.</p> <p>c) License from Factories and Boilers Organization (where applicable).</p> <p>d) Detailed Analysis of Cost/ Pricing Structure as per <b><u>Annex-I</u></b> certified by a Chartered Accountant.</p> <p>e) The audited P&amp;L A/c and Balance Sheet of the unit available for immediately preceding 3 financial years/ Appraised DPR in case of units manufacturing the item first time.</p>	<p>Enclosed/ Not Enclosed.</p> <p>Enclosed/ Not Applicable.</p> <p>Enclosed/ Not Applicable.</p> <p>Enclosed/ Not Enclosed.</p> <p>Enclosed/ Not Enclosed.</p>

Certified that the above information is true to the best of my knowledge and belief.

**Signature of the authorized Signatory**

**Detailed Analysis of the Cost/ Pricing Structure of the Unit based on the Audited Final Accounts for the Year.....**

1. **Name of the Product:**

<b>S. No.</b>	<b>Particulars</b>	<b>Amount (Rs. inLacs)</b>
A.	<b><u>Total Value of Goods produced:</u></b>  Total Ex-factory Sales Value (i.e., excluding taxes paid within the state).  <b>Add:</b> Closing Stock of Finished Goods/ Work-in-progress  <b>Less:</b> Opening Stock of Finished Goods/ Work-in-progress	
	<b>Total Value of Goods produced (A)</b>	
B.	<b><u>Landed Cost of Raw material</u></b> (including Consumables, Packing materials etc), procured and actually <b>consumed</b> during the year  Total Purchase Value during the Year (including transport cost, insurance, taxes and other expenses paid)  <b>Add:</b> Opening Stock of Raw Materials  <b>Less:</b> Closing Stock of Raw Materials	
	<b>Total Cost of Raw material consumed (B)</b>	
C.	<b><u>Value Addition</u></b> (within the State) <b>(A-B)</b>	
D.	Value Addition (within the State) (as % of total landed cost of Raw Material procured and consumed during the year ) <b>(C/B)</b>	.....%

**Signature of the Chartered Accountant with seal**

**Application Form for obtaining Eligibility Certificate under  
Tripura Industrial Investment Promotion Incentive Scheme, 2022**

**(In respect of Exemption from Payment of Earnest Money & Bid  
Security Deposits)**

<b>1.</b>	<b><u>Brief Particulars of the Unit</u></b>	
1.1	Name of the Unit	
1.2	<u>Address:</u> a) Factory  b) Office	
1.3	Name of the Promoter(s)	
1.4	Type of Industry, Product Manufactured / Service Provided in case of Service Sector enterprise	
<b>2.</b>	<b><u>Eligibility Particulars of the Unit</u></b>	
2.1	Whether the Unit has filed Udyam Registration/ necessary industrial approval from the competent authority. If yes, please mention the number and date.	
2.2	Date/ Month/ Year of Commencement of Commercial Production of the Unit.	
2.3	Year for which the Eligibility Certificate is applied for	
<b>3.</b>	<b><u>List of Documents/ Certificates required to be submitted:</u></b>  a) Copy of the acknowledgement regarding filing of Udyam Registration/ necessary industrial approval from the competent authority	Enclosed/ Not Enclosed.

	b) “No Objection Certificate” regarding Pollution Clearance from the competent authority.	Enclosed/ Not Enclosed.
	c) License from Factories and Boilers Organization (where applicable)	Enclosed/Not Enclosed/ Not Applicable.

Certified that the above information is true to the best of my knowledge and belief.

**Signature of the authorized Signatory**

**Application Form for obtaining Eligibility Certificate under  
Tripura Industrial Investment Promotion Incentive Scheme, 2022  
for units undergone substantial expansion.**

**(Except in respect of (i) Procurement Preference and (ii) Exemption from  
Earnest Money and Security Deposits – for which there are separate  
Proforma)**

<b>1.</b>	<b><u>Brief Particulars of the Unit</u></b>	
1.1	Name of the Unit	
1.2	<u>Address:</u>  a) Factory  b) Office	
1.3	Name of the Promoter(s)	
1.4	Type of Industry, Product Manufactured, etc.	
<b>2.</b>	<b><u>Eligibility Particulars of the Unit</u></b>	
2.1	Whether the Unit has filed Udyam Registration/ necessary industrial approval from the competent authority and if so, please enclose a copy of the same.	
2.2	Date/ Month/ Year of initial starting of Commercial Production of the Unit.	
2.3	Whether the unit has been under continuous operation since the date of initial commencement of commercial production? If yes, the exact duration of continuing operation (in years, months and days).	
2.4	Whether the unit has undergone for substantial expansion by adding	



	fixed capital investment not less than 25% of the original investment for capacity expansion / modernization / diversification. If yes, please indicate the date of starting commercial production after expansion.	
2.5	Initial investment made in plant and machinery	
2.6	Total Investment made for substantial expansion/modernization/ upgradation.	
3.	<p><b><u>List of Documents/ Certificates required to be submitted:</u></b></p> <p>a) Copy of Incentives Eligibility Certificate under TIIPIS,2022.</p> <p>b) Copy of the Udyam Registration/necessary industrial approval.</p> <p>c) Up to date “No Objection Certificate” regarding Pollution Clearance from the competent authority.</p> <p>d) License from Factories and Boilers Organization (where applicable)</p>	<p>Enclosed/ Not Enclosed.</p> <p>Enclosed/ Not Applicable.</p> <p>Enclosed/ Not Applicable.</p> <p>Enclosed/ Not Applicable.</p>

Certified that the above information is true to the best of my knowledge and belief.

Dated: .....  
Place: .....

**Signature of the authorized signatory**

**Application Form for obtaining Incentives Eligibility Certificate for availing State Transport Subsidy for transportation of Secondary Raw Materials from outside of the State.**

<b>1.</b>	<b><u>Brief Particulars of the Unit</u></b>	
1.1	Name of the Unit	
1.2	<u>Address:</u>  a) Factory  b) Office	
1.3	Name of the Promoter(s)	
1.4	Name of the Product Manufactured.	
1.5	Name of Primary Raw Materials required during production.	
1.6	Source of Primary Raw materials required.	
1.7	Quantity of Primary raw materials required for production in terms of percentage (%) as per the DPR.	
1.8	Name of the Secondary Raw Materials required during production.	
1.9	Source of Secondary Raw materials required.	
1.20	Quantity of Secondary raw materials required for production in terms of percentage (%) as per the DPR.	

1.21	In case of manufacturing of packaging materials, please mention the name of the raw materials required and to be imported from the out of the State.	
<b>2.</b>	<b><u>Eligibility Particulars of the Unit</u></b>	
2.1	Date/ Month/ Year of Commencement of Commercial Production of the Unit.	
2.2	Whether the Unit has obtained Incentives Eligibility Certificate under the Scheme-2022 and if so, please mention the No. date of Certificate	
3.	<b><u>List of Documents/ Certificates required to be submitted:</u></b> a) Copy of the DPR. b) Copy of the letter intimating the date of commencement of commercial production to Tax authority and duly acknowledged by the authority. c) Copy of the Incentives Eligibility Certificate obtained for availing subsidy under TIIPIS, 2022. d) Assessment Certificate from the Chartered Accountant containing the details of finished products, Primary and Secondary Raw Materials required for production process and the proportionate quantity of Primary and Secondary Raw Materials required/ used in terms of percentage as per the <b>Annxe-I</b> .	Enclosed/ Not Enclosed. Enclosed/ Not Enclosed  Enclosed/ Not Enclosed.  Enclosed/ Not Enclosed.

Certified that the information/documents as furnished are true and correct to the best of my knowledge and belief.

Dated, .....

**Signature of the authorized signatory**

**Assessment Certificate in respect of Primary and Secondary Raw Materials being used during operation of the unit for manufacturing of Finished Products.**

1. **Name of the Finished Goods Produced:**

<b>S. No.</b>	<b>Particulars</b>	<b>Item-wise Raw Materials used in manufacturing process in percentage (%)</b>
A.	Name of the Primary Raw Materials Required:	
	1.	1. ....%
	2.	2. ....%
	3.	3. ....%
	<b>Total % of Primary Raw Materials required (A)</b>	.....%
B.	Name of the Secondary Raw Materials Required:	
	1.	1. ....%
	2.	2. ....%
	3.	3. ....%
	<b>Total % of Secondary Raw Materials required (B)</b>	.....%
<b>C.</b>	<b>Total of Primary Raw Materials(A) +Secondary Raw Materials (B) in %.</b>	.....%

**Signature of the Chartered Accountant with seal**

**Proforma-II (A)**

**Application Form for claiming Capital Investment Subsidy under the Tripura Industrial Investment Promotion Incentive Scheme, 2022**

1.	<b><u>Brief Particulars of the Unit</u></b>	
1.1	Name and Address of the Unit	
1.2	Constitution of the Unit (Sole Proprietorship/ Firm/ Company/ Co-operative Society, etc.)	
1.3	Name of the Promoter(s)	
1.4	Type of Industry (Manufacturing/ Service Sector).	
1.5	Category of Industry (Micro/ Small/ Medium/ Large).	
1.6	Name of the Products manufactured/ Service Provided.	
1.7	Whether the unit comes under Thrust Sector Industries? If yes, please indicate the major raw material used.	
1.8	Date/ Month/ Year of starting commercial production.	
1.9	Whether the unit has obtained Incentives Eligibility Certificate, required under Tripura Industrial Investment Promotion Incentive Scheme, 2022, from the DIC concerned? If yes, No. and date of Eligibility Certificate may be given.	Yes/ No. No. of Eligibility Certificate: Date :
1.10	In case the Unit has taken loan from any Bank or Financial Institution, Name of such Bank/ Financial Institution and type of loan (Term Loan, WC etc) may be	Type of loan: Name of FI/Bank:

	indicated.	Name of Branch:  IFSC No.  Amount of loan sanctioned/ Availed :Rs.			
<b>2.</b>	<b>Details for computation of claim for Capital Investment Subsidy:</b>				
2.1	<p><b>Calculation of Rate of Subsidy:</b></p> <p>a) In case of Sole proprietorship units, whether the unit is belonging to SC, ST, Women or PH? Similarly, in case of Partnership Firm, whether 50% partners belong to SC, ST, Women or PH category?</p> <p>[In case of SC/ ST/PH, please enclose a copy of SC/ST/PH Certificate of sole proprietor/ partners of the firm].</p> <p>b) Taking into consideration the details mentioned against (a) above, please mention the Rate of Subsidy claimed i.e., 30% or 35% / 40% or 45%.</p>	<p>Yes/ No.</p> <p>Certificate No.</p> <p>Date:</p> <p>Rate of Subsidy:</p>			
2.2	<p><b>Subsidy under Other Schemes:</b></p> <p>Whether the unit is eligible for/ has already availed, subsidy/ capital investment subsidy/ margin money/ grant/ incentive, for the same project/ investment, under <u>any other Scheme of Central/ State Government/ Undertakings</u>. If yes, name of the Scheme and the amount of such subsidy may please be indicated.</p>	<p>YES/ NO</p> <p>If yes,</p> <p>a) Name of the Scheme:</p> <p>b) Subsidy received: Rs.</p>			
2.3	<p><b>Details regarding Fixed Capital Investment:</b></p>	<p><b>Summary of investment: (Rs. in Lakhs)</b></p> <table border="1"> <tr> <td>a</td> <td>Land</td> <td></td> </tr> </table>	a	Land	
a	Land				

	Please mention details regarding investment on Land, Buildings and Plant & Machinery in <b>Annex-I</b> , taking into account the points mentioned in “Notes” below the Proforma-II. Also, please indicate <u>summary of investment</u> :	b) Building	
		c) Premium for leasehold Shed	
		d) Plant & Machinery	
		<b>TOTAL</b>	
2.4	<p><b><u>Calculation of Amount of subsidy:</u></b></p> <p>a) Total Fixed Capital Investment eligible for subsidy.</p> <p>b) Rate of Subsidy applicable to the unit.</p> <p>c) Gross amount of subsidy (subject to ceiling of Rs. 100 Lakhs/ 125 Lakhs/ 200 lakhs in each case)</p> <p>d) Please mention the amount of subsidy received/ claimed under any other Govt. scheme.</p> <p>e) <b>Net amount of subsidy payable to the unit under TIIPIS-2022 (c-d)</b></p>	<p>a) Rs.....</p> <p>b) Rs.....</p> <p>c) Rs.....</p> <p>d) Rs.....</p> <p>e) Rs.....</p>	
3.	<p><b><u>List of Documents/ Certificates required to be submitted:</u></b></p> <p>a) Copy of Incentives Eligibility Certificate.</p> <p>b) Copy of the letter intimating to Tax Authority regarding commencement of commercial production of the unit.</p> <p>c) Details of Fixed Capital Investment in Proforma in <b>Annex-I</b>.</p> <p>d) Certificate from Chartered Accountant in the Proforma in <b>Annex-II</b>.</p>	<p>Enclosed/ Not Enclosed.</p> <p>Enclosed/ Not Enclosed.</p> <p>Enclosed/ Not Enclosed.</p> <p>Enclosed/ Not Enclosed.</p>	

e) Registered Land Sale Deed/ Lease Deed ( in case of claiming subsidy on land/readymade shed).	Enclosed/ Not Enclosed.
f) Certified copies of Bills/ Invoice, Money Receipts, Proof of Payment/ Expenditure, in respect of each item of expenditure (Land/Shed/ civil works/ machineries).	Enclosed/ Not Enclosed.
g) In case of claim for civil works, copies of approved plan and estimates for executing works.	Enclosed/ Not Enclosed.
h) Valid NOC from Pollution Control Board.	Enclosed/ Not Enclosed
i) Valid Factory License (if applicable).	Enclosed/ Not Enclosed
j) Copy of SC/ST/PH Certificate (If applicable).	Enclosed/ Not Enclosed

Certified that the information/documents as furnished are true and correct to the best of my knowledge and belief.

Dated, .....**Signature of the authorized signatory**  
Place:.....



**Details of Fixed Capital Investment****1. Land/ Shed:**

- a) Date of purchase of land or :  
taking the land/ Shed on lease. :
- b) Actual price or premium paid for :  
the land/ Shed. :

**2 Buildings/ Readymade Shed:**

Description of Building (along with nature/ specification of the construction)	Area	Date of completion/ Allotment	Expenditure incurred (Rs. Lakhs)
1	2	3	4
<b>Total</b>			

**(In case space is inadequate, please enclose additional sheets)**

**2.1: Details of Civil construction:**

Name of the item/ components	Name and address of Supplier/Agency	Bill/ Invoice No. and Date	Bill/ Invoice Amount (Rs)	Money Receipt No. &Date	Money Receipt Amount
1	2	3	4	5	6
<b>Total</b>					

**2.2 In case of claiming subsidy on expenditures made in constructing boundary wall, whether residences are located within the area fenced by the boundary wall? (Yes or No). :**

**3 Plant and Machinery:**

**(Amount in Rs.)**

<b>Name of the Machinery (with specifications)</b>	<b>Name and address of Supplier</b>	<b>Bill/ Invoice No. and Date</b>	<b>Bill/ Invoice Amount (Rs)</b>	<b>Mode of payment</b>	<b>Money Receipt No. &amp;Date</b>	<b>Money Receipt Amount</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
<b>Total</b>						

<b>Bill/ Invoice No. and Date for transportation</b>	<b>Transportation cost as per bill/ Invoice</b>	<b>Money Receipt No.&amp;Date</b>	<b>Money Receipt Amount</b>	<b>Total Cost (Col. 4 +9)</b>
<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>

**Note: In case space is inadequate, please enclose additional sheets.**

Certified that the information/documents as furnished are true and correct to the best of my knowledge and belief.

**Signature of the authorized signatory**

**Notes:**

- a) In case of **Land**, actual price or premium paid for the Freehold or Leasehold Land should be mentioned.
- b) In case of **Ready-made Shed** in the designated areas of TIDCL, actual premium paid for Leasehold shed should be mentioned.
- c) In case of **Buildings**, please mention only the expenditure on Factory Sheds, Office Buildings, etc. necessary for operation of the unit. Residential Quarters are to be excluded.
- d) In case of **Plant & Machinery**, please note that:
  - Cost of drawl of power lines and installation of transformer, may also be included, if reimbursement for these items have not been received from any other Government source.
  - Cost of productive equipments like dies, moulds, jigs etc. may also be included.
  - ***Cost of second hand machinery is to be excluded.***

**Proforma-II (B)**

**Application Form for claiming Capital Investment Subsidy under the  
Tripura Industrial Investment Promotion Incentive Scheme, 2022  
(For creation of Industrial Infrastructure in the State by Private  
Infrastructure Developer)**

1.	<b><u>Brief Particulars of the Infrastructure Developer</u></b>	
1.1	Name and Address of the Organization/Developer	
1.2	Constitution of the Organization	
1.3	Name of the Promoter(s)	
1.4	Type of Infrastructure Developed.	
1.5	Location of the Infrastructure Developed.	
1.6	Area of Land and mode of acquisition of land.	
1.7	No. of Sheds constructed in the area.	
1.8	No. of Sheds allotted to the industrial units in the area.	
1.9	No. of industrial units are in operation.	
1.10	Whether the Organization has obtained NOC from the Pollution Control Board, if so No. & date of Certificate may be given.	
1.11	Whether the unit has obtained Incentives Eligibility Certificate, required under Tripura Industrial Investment Promotion Incentive Scheme, 2022, from the DIC concerned? If yes, No. and date of Eligibility Certificate may be given.	

1.12	In case the Unit has taken loan from any Bank or Financial Institution, Name of such Bank/ Financial Institution and type of loan (Term Loan, WC etc) may be indicated.	
<b>2.</b>	Details for computation of claim for Capital Investment Subsidy:	
2.1	<p><b><u>Details regarding Fixed Capital Investment:</u></b></p> <p>Please mention details regarding investment for creation of basic infrastructure in <b><u>Annex-I</u></b>, taking into account the points mentioned in “Notes” below the Proforma-II. Also, please indicate <u>summary of investment:</u></p>	
2.2	<p><b><u>Subsidy under Other Schemes:</u></b></p> <p>Whether the unit is eligible for/ has already availed, subsidy/ capital investment subsidy/ margin money/ grant/ incentive, for the same project/ investment, under <u>any other Scheme of Central/ State Government/ Undertakings</u>. If yes, name of the Scheme and the amount of such subsidy may please be indicated.</p>	<p>YES/ NO</p> <p>If yes,</p> <p>a) Name of the Scheme:</p> <p>b) Subsidy received: Rs.</p>
2.3	<p><b><u>Calculation of Amount of subsidy:</u></b></p> <p>a) Total Fixed Capital Investment eligible for subsidy.</p> <p>b) Gross amount of subsidy (subject to ceiling of Rs. 500 Lakhs)</p> <p>c) Please mention the amount of subsidy received/ claimed under any other Govt. scheme.</p> <p>d) <b>Net amount of subsidy payable to the unit under TIIPIS-2022 (b-c)</b></p>	<p>a) Rs.....</p> <p>b)</p> <p>c) Rs.....</p> <p>d) Rs.....</p>

3.	<p><b><u>List of Documents/ Certificates required to be submitted:</u></b></p> <p>a) Copy of Incentives Eligibility Certificate. Enclosed/Not Enclosed.</p> <p>b) Copy of purchase/ lease deed for land. Enclosed/Not Enclosed.</p> <p>c) Copy of the allotment order issued to the industrial units in the Hub/ Park developed. Enclosed/Not Enclosed.</p> <p>d) Details of Fixed Capital Investment in Proforma in <b><u>Annex-I.</u></b> Enclosed/Not Enclosed.</p> <p>e) Certificate from Chartered Accountant in the Proforma in <b><u>Annex-II.</u></b> Enclosed/Not Enclosed.</p> <p>f) Copy of Detailed Project Report Enclosed/Not Enclosed.</p> <p>g) Approved Plan &amp; Estimate for executing works of creation/construction of the infrastructure. Enclosed/Not Enclosed.</p> <p>h) Certified copies of Bills/ Invoice, Money Receipts, Proof of Payment/ Expenditure, in respect of each item of expenditure. Enclosed/Not Enclosed.</p> <p>i) Valid NOC from Pollution Control Board. Enclosed/Not Enclosed.</p>	

Certified that the information/documents as furnished are true and correct to the best of my knowledge and belief.

Dated, .....**Signature of the authorized signatory**  
Place: .....

**Details of Fixed Capital Investment****1. Land:**

a) **Date of purchase of land or :**  
**taking the land on lease.**

b) **Actual price or premium paid :**  
**for the land.**

**2. Infrastructure:**

Description of Infrastructure developed (along with nature/ specification of the works)	Area	Date of completion	Expenditure incurred (Rs. Lakhs)
1	2	3	4
a) Civil Works:			
b) Internal Road			
c) Electricity Connection			
d) Water Supply			
e) Sanitation Facility			
f) Others, if any			
<b>Total</b>			

**(In case space is inadequate, please enclose additional sheets)**

**3. Details of Expenditure incurred:**

Name of the item/ components	Name and address of Supplier/Agency	Bill/ Invoice No. and Date	Bill/ Invoice Amount (Rs)	Money Receipt No. &Date	Money Receipt Amount
1	2	3	4	5	6
<b>Total</b>					

Certified that the information/documents as furnished are true and correct to the best of my knowledge and belief.

**Signature of the authorized signatory**

**Notes:**

- a) In case of **Land**, actual price or premium paid for the Freehold or Leasehold Land should be mentioned.
- b) In case of otherworks such as, construction of factory shed, office building, boundary wall, internal road, electricity connection, water supply and sanitation facility etc. necessary for creation of the infrastructure &operation of the unit. may be mentioned (Residential Quarters are to be excluded).



**Certificate from the Chartered Accountant**

We, M/s ..... the Chartered Accountant, hereby certify that M/s.....  
(Name of the Organization) have set up an Industrial Park/ Estate/ Logistic Hub at ..... (Address), for .....  
The details of expenditure incurred by the by the organization and the sources of financing, as per our assessment, are as under:

(Rs.in Lakhs)

**Expenditure incurred:**

a) Land	:
b) Building	:
c) Internal Road	:
d) Electrical Installations	:
e) Water supply	:
f) Sanitation facility	:
g) Misc. Fixed Assets	:
h) Prelim. & Pre-operative Expenses	:
i) Margin Money for Working Capital	:
<b>Total</b>	:

**Sources of Financing:**

a) Term Loan	:
b) Promoter's Contribution	:
c) Other sources	:
<b>Total</b>	:

We have checked the Books of the Accounts of the Unit and certify the above information to be true and correct. It is also certified that all the above items of expenditure have been fully paid for i.e. the expenditure is on cash basis.

Dated:  
Place:

**Chartered Accountants**  
**Signature with seal**

**Application Form for claiming Capital Investment Subsidy under the Tripura Industrial Investment Promotion Incentive Scheme, 2022**  
*(Only for units which gone in for substantial expansion)*

1.	<b><u>Brief Particulars of the Unit</u></b>	
1.1	Name and Address of the Unit	
1.2	Constitution of the Unit (Sole Proprietorship/ Firm/ Company/ Co-operative Society, etc.)	
1.3	Name of the Promoter(s)	
1.4	Type of Industry, Product Manufactured etc.	
1.5	Date/ Month/ Year of initial starting of commercial production	
1.6	Date/ Month/ Year of starting commercial production after expansion.	
1.7	Whether the unit comes under the Thrust Sector industry, as defined under the Scheme? If so, please provide the name of major raw material being used.	
1.8	Whether the unit has obtained Incentives Eligibility Certificate, required for availing capital investment subsidy for substantial expansion under the Scheme from the DIC concerned?	
1.9	In case the Unit has taken loan from any Bank or Financial Institution, Name of such Bank/ Financial Institution and type of loan (TL, WC Loanetc) may be indicated.	

1.10	Initial Investment made in Plant & Machinery.	
1.11	Total Investment made for substantial expansion/modernization/ up gradation.	
1.12	Whether the unit has made additional fixed capital investment not less than 25% of the original investment for capacity expansion/modernization/ diversification. If yes, please give details of investment in <b>Annex-I</b>	
1.11	Whether the unit is eligible for/ has already availed, subsidy/ capital investment subsidy/ margin money/ grant/ incentive, for the same project/ investment, under <u>any other Scheme of Central/ State Government/ Undertakings</u> . If yes, name of the Scheme and the amount of such subsidy may please be indicated.	
<b>2.</b>	<p><b><u>Calculation of Amount of subsidy:</u></b></p> <p>a) Total Fixed Capital Investment made for substantial expansion purpose.</p> <p>b) Rate of Subsidy applicable to the unit.</p> <p>c) Capital investment subsidy claimed on investment made for substantial expansion purpose.</p> <p>d) Capital Investment Subsidy recommended/ availed for initial capital investment.</p> <p>e) Gross amount of subsidy (subject to within overall ceiling of capital investment subsidy of Rs. 100 Lakhs/ 125 Lakhs)</p>	

	<p>f) Please mention the amount of subsidy received/ claimed under any other Govt. scheme.</p> <p>g) <b>Net amount of subsidy payable to the unit under TIIPIS-2022 (e minus d)</b></p>	
<p><b>3.</b></p>	<p><b><u>List of Documents/ Certificates required to be submitted</u></b></p> <p>a) Particulars of fixed capital investment prior and after expansion in <b>Annex-I</b></p> <p>b) Details of Fixed Capital Investment in Proforma in <b>Annex-II.</b></p> <p>c) Certificate from Chartered Accountant in the Proforma in <b>Annex-III.</b></p> <p>d) Certified copies of Bills/ Invoice, Money Receipts, Proof of Payment/ Expenditure, in respect of each item of expenditure.</p> <p>e) In case of claim for civil works, copies of approved plan and estimates for executing work.</p> <p>f) Eligibility Certificate for availing incentives for substantial expansion</p>	<p>Enclosed/ Not Enclosed.</p> <p>Enclosed/ Not Enclosed.</p> <p>Enclosed/ Not Applicable.</p> <p>Enclosed/ Not Applicable</p> <p>Enclosed/ Not Applicable</p> <p>Enclosed/ Not Applicable.</p>

Certified that the information/ documents are true and correct to the best of my knowledge and belief.

Dated, .....  
Place: .....

**Signature of the authorized signatory**

**Annex-I**

**Particulars of fixed capital investment made before and after expansion**

				<b><u>Amt. in Rs.</u></b>
<b>Sl.No</b>	<b>Particulars</b>	<b>Prior expansion</b>	<b>After expansion</b>	<b>Total after expansion</b>
1	Land			
2	Site Development			
3	Building			
4	Plant & Machinery/ Equipment			
5	Electrical Installation			
6	Preliminary & preoperative expenses			
7	Miscellaneous fixed assets			
	<b>Total</b>			

**Signature of the authorized signatory**

**Details of Fixed Capital Investment****3. Plant and Machinery:****(Amount in Rs.)**

<b>Name of the Machinery (with specifications)</b>	<b>Name and address of Supplier</b>	<b>Bill/ Invoice No. and Date</b>	<b>Bill/ Invoice Amount (Rs)</b>	<b>Mode of payment</b>	<b>Money Receipt No. &amp;Date</b>	<b>Money Receipt Amount</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
<b>Total</b>						

<b>Bill/ Invoice No. and Date for transportation</b>	<b>Transportation cost as per bill/ Invoice</b>	<b>Money Receipt No.&amp;Date</b>	<b>Money Receipt Amount</b>	<b>Total Cost (Col. 4 +9)</b>
<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>

**Note: In case space is inadequate, please enclose additional sheets.**

Certified that the information/ documents are true and correct to the best of my knowledge and belief.

**Signature of the authorized signatory**

**Notes:**

In case of **Plant & Machinery**, please note that:

- Cost of drawl of power lines and installation of transformer, may also be included, if re-imburement for these items have not been received from any other Government source.
- Cost of productive equipments like dies, moulds, jigs etc. may also be included.
- Cost of **second hand machinery** is to be excluded.

**Certificate from the Chartered Accountant**

We, M/s ..... the Chartered Accountant, hereby certify that M/s ..... (Name of the Unit) have set up an Industrial Unit at ..... (Address of the Unit), for manufacture of ..... The details of expenditure incurred by the unit and the sources of financing, as per our assessment, are as under:

(Rs.in Lakhs)

**Expenditure incurred:** **Prior to expansion** **After expansion**

- a) Land :
- b) Building :
- c) Plant & Machinery:
- d) Electrical Installations :
- e) Misc. Fixed Assets:
- f) Prel. & Pre-operative Expenses:
- g) Margin Money for Working Capital:

**Total :**

**Sources of Financing:**

- a) Term Loan :
- b) Promoter's Contribution :
- c) Other sources :

**Total :**

We have checked the Books of the Accounts of the Unit and certify the above information to be true and correct. It is also certified that all the above items of expenditure have been fully paid for i.e. the expenditure is on cash basis.

Dated:  
Place:

**Chartered Accountants**  
**Signature with seal**



**Proforma-III**

**Application Form for claiming Industrial Promotion Subsidy under  
the Tripura Industrial Investment Promotion Incentive Scheme,  
2022**

<b>1.</b>	<b><u>Brief Particulars of the Unit</u></b>	
1.1	Name and Address of the Unit	
1.2	Constitution of the Unit (Sole Proprietorship/ Firm/ Company/ Co-operative Society, etc.)	
1.3	Name of the Promoter(s)	
1.4	Type of Industry, Product Manufactured/ Service provided etc.	
1.5	Whether the industry comes under Thrust Sector category (Yes or No). If yes, please indicate the major raw material used.	
1.6	Date/Month/Year of starting commercial production.	
1.7	Whether the unit has obtained Incentives Eligibility Certificate, required under the Scheme, from the DIC concerned? If yes, please indicate No. & Date of the Certificate.	
1.8	In case the Unit has taken loan from any Bank or Financial Institution, Name of such Bank/ Financial Institution may be indicated.	
1.9	Whether the unit has obtained necessary GST Registration? If so please mention the Registration No.& date.	

1.10	Exact amount of eligible investments made in plant and machinery as on the date of commencing commercial production. Eligible investment shall be as per explanation given in clause 3 (ix) (d) of the Scheme. A certificate from registered Chartered Accountant as per proforma in the enclosed <b>Annex-I</b> shall have to be submitted ( <b>with the first claim only</b> )	
<b>2.</b>	<b><u>Particulars of GST on Sale of Finished Goods, deposited by the Unit:</u></b>	
2.1	Year/ Period to which the Claim relates (Year refers to 12-month periods with reference to date of commercial production)	
2.2	Amount of State Goods and Services Taxes (SGST) deposited  [Please enclose <u>Certified copy of the Proof of Payment of Taxes (Challan, Receipt etc.)</u> ]	
2.3	<u>Cumulative Amount of Claim/ Sanction</u> of Industrial Promotion Subsidy during current 12-month period (with reference to date of commercial production):  a) Total amount claimed (including present claim)  b) Total amount Sanctioned (excluding the present claim)	
2.4	Whether part or full reimbursement of the Tax (SGST) has been obtained or is proposed to be obtained from any other source? If so, please give details.	
2.5	Taking into consideration the information in column 2.3and	

	<p>2.4above and the annual ceiling (<b>Rs. 80 Lakhs or 125Lakhs</b>), and the aggregate ceiling (<b>150%</b>of the amount of investment made in plant &amp; machinery) the total amount for which the Reimbursement is claimed now.</p>	
<p><b>3.</b></p>	<p><b><u>List of Documents/ Certificates required to be submitted:</u></b></p> <p>a) Incentives Eligibility Certificate (<b><i>To be submitted with the first claim only</i></b>)</p> <p>b) GST Registration Certificate (<b><i>To be submitted with the first claim only</i></b>)</p> <p>c) Chartered Accountant certificate indicating investment in plant &amp; machinery at the time of commissioning the project in proforma given Annex-I (<b><i>To be submitted with the first claim only</i></b>)</p> <p>d) Certified copies of the Tax Return in the form of GSTR-3B, Electronic GST payment receipt and Electronic Cash Ledger for concerned period of claim</p>	<p>Enclosed/ Not Enclosed.</p> <p>Enclosed/ Not Enclosed.</p> <p>Enclosed/ Not Enclosed.</p> <p>Enclosed/ Not Enclosed.</p>

Certified that the information/ documents are true and correct to the best of my knowledge and belief.

Dated, .....  
Place: .....

**Signature of the authorized signatory**

**Certificate from the Chartered Accountant**  
***(To be submitted with the first claim only)***

We, M/s ..... the Chartered Accountant, hereby certify that M/s ..... (Name of the Unit) have set up an Industrial Unit at ..... (Address of the Unit), for manufacture of ..... The details of expenditure incurred by the unit on plant and machinery as on the date of its commencement of commercial production as per our assessment are as under:

(Rs.inlacs)

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**Expenditure incurred:**

- a) Plant & Machinery :  
b) Electrical Installations :  
c) Other productive equipments :  
(jigs, dies, mouldsetc)

**(Cost of second-hand plant & machinery shall be excluded)**

**Total** :

---

We have checked the Books of the Accounts of the Unit and certify the above information to be true and correct. It is also certified that all the above items of expenditure have been fully paid for i.e. the expenditure is on cash basis.

Dated:  
Place:

**Chartered Accountants**  
**Signature with seal**

**Application Form for claiming Partial Reimbursement of Power Charges under the Tripura Industrial Investment Promotion Incentive Scheme,2022**

1.	<b><u>Brief Particulars of the Unit</u></b>	
1.1	Name and Address of the Unit	
1.2	Constitution of the Unit (Sole Proprietorship/ Firm/ Company/ Co-operative Society, etc.)	
1.3	Name of the Promoter(s)	
1.4	Type of Industry, Product Manufactured/ Service Provided etc.	
1.5	Whether the industry comes under Thrust Sector category (Yes or No). If yes, please indicate the major raw material being used.	
1.6	Date/ Month/Year of starting commercial production	
1.7	Whether the unit has obtained <u>Incentives Eligibility Certificate</u> , required under the Scheme, from the DIC concerned (Yes or No).If yes, please indicate No. & Date of the Certificate.	
1.8	In case the Unit has taken loan from any Bank or Financial Institution, Name of such Bank/ Financial Institution may be indicated.	
1.9	<b><u>Details of Power sanctioned:</u></b> a) Consumer ID No.	

	<p>b) Sanctioned load in HP:</p> <p>c) Connection Load in HP:</p> <p>d) Date of Sanction:</p>	
<b>2.</b>	<b><u>Particulars of the Claim for Reimbursement of Power Charges</u></b>	
2.1	Year/ Period to which the Claim relates (Year refers to 12-month periods with reference to date of commercial production)	
2.2	Power Charges Paid during the Year/ Period.	
2.3	Whether the unit is defaulting in payment of any dues in respect of power charges to concerned Authorities? If so, please give details.	
2.4	@ 25% of total power charges paid during the Period, as indicated in Para-2.2 above	
2.5	<p><u>Cumulative Amount of Claim/ Sanction</u> during current 12-month period (with reference to date of commercial production):</p> <p>a) Total amount claimed (including present claim)</p> <p>b) Total amount Sanctioned (excluding the present claim)</p>	
2.6	Whether part or full reimbursement of the power charges has been obtained or is proposed to be obtained from any other source? If so, please give details.	
2.7	<b>Claim for Reimbursement of Power Charges</b> , considering the position in Para-2.4, 2.5 and 2.6 above and the overall ceiling of Rs.15 Lakhs/ 25 Lakhs per annum.	
<b>3.</b>	<b><u>List of Documents/ Certificates required to be submitted:</u></b>	

	<p>a) Incentives Eligibility Certificate (<b>To be submitted with the first claim only</b>)</p> <p>b) Copy of Power Sanction Letter from TSECL (<b>To be submitted with the first claim only</b>).</p> <p>c) Copy of Electricity Bills and Payment Receipts.</p>	<p>Enclosed/ Not Enclosed.</p> <p>Enclosed/ Not Enclosed.</p> <p>Enclosed/ Not Enclosed.</p>
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Certified that the above information is correct to the best of my knowledge and belief.

Dated, .....  
Place: .....

**Signature of the authorized signatory**

**Application Form for claiming Partial Reimbursement of Interest on Term Loan under the Tripura Industrial Investment Promotion Incentive Scheme, 2022**

<b>1.</b>	<b><u>Brief Particulars of the Unit</u></b>	
1.1	Name and Address of the Unit	
1.2	Constitution of the Unit (Sole Proprietorship/ Firm/ Company/ Co-operative Society, etc.)	
1.3	Name of the Promoter(s)	
1.4	Type of Industry, Product Manufactured/Service Provided etc.	
1.5	Whether the unit belongs to thrust sector category (Yes or No). If yes, please indicate the major raw material used.	
1.6	Date/ Month/Year of starting commercial production	
1.7	Whether the unit has obtained Incentives <u>Eligibility Certificate</u> , required under the Scheme, from the DIC concerned (Yes or No If yes, please indicate No. & Date of the Certificate.	
<b>2.</b>	<b><u>Particulars of the Term Loan availed by the Unit</u></b>	
2.1	Name of the Bank(s)/ Financial Institution(s), from which Term Loan has been availed.	
2.2	Amount of Term Loan Sanctioned	



2.3	Date of sanction of the Term Loan	
2.4	Amount of Term Loan disbursed	
2.5	Rate of Interest charged on Term Loan	
2.6	Whether Interest Dues upto the date of application have been fully paid (Yes or No).	
<b>3.</b>	<b><u>Particulars of the Claim for Reimbursement</u></b>	
3.1	Period for which Reimbursement Claimed	
3.2	Total Interest Paid for the period and the rate of interest at which paid	
<b>4.</b>	<b>Amount Recommended for Reimbursement of Interest Subsidy</b>	
4.1	4% of the actual amount of loan availed during the reference period considering the overall ceiling of Rs. 5.00 Lakhs per annum.  ( $\frac{\text{Amount of interest paid} \times 4\%}{\text{Rate of interest}}$ )	
4.2	5% of the actual amount of loan availed during the reference period considering the overall ceiling of Rs. 12.00 Lakhs per annum (For thrust sector industries only).  ( $\frac{\text{Amount of interest paid} \times 5\%}{\text{Rate of interest}}$ )	
4.3	Whether part or full reimbursement of the interest has been obtained or is proposed to be obtained from any other Scheme of Government? If so, please indicate the name of Scheme and the amount.	

4.3	<b>Net amount of Interest Subsidyclaimed</b> ( Col. 4.1 or 4.2 minus Col. 4.3)	
5.	<p><b><u>List of Documents/ Certificates required to be submitted:</u></b></p> <p>a. Incentives Eligibility Certificate <b><i>(To be submitted with the first claim only)</i></b></p> <p>b. Copy of Sanction Letter for Term Loan <b><i>(To be submitted with firstclaim only)</i></b></p> <p>c. Certificate from the Bank/ Financial Institution regarding payment of Interest, in <b><u>Annex-I</u></b></p>	<p>Enclosed/ Not Enclosed.</p> <p>Enclosed/ Not Enclosed.</p> <p>Enclosed/ Not Enclosed.</p>

I/ We declare that the above information/ particulars are true and correct to the best of my/our knowledge.

Dated, .....  
Place: .....

**Signature of the authorized signatory**

**Certificate from Bank/ Financial Institution**

Certified that M/s ..... has been sanctioned Term Loan by our Bank/ Financial Institution for setting up of an unit for manufacture of ..... Brief particulars of the Unit and their Loan Account are as under:

**(Rs. in lacs)**

1.	Date/ Month/Year of starting commercial production	
2.	Total Project Cost	
3.	<b><u>Details of Sanction of Term Loan:</u></b> a) Date of Sanction b) Amount Sanctioned	
4.	Amount of Term Loan disbursed	
5.	Rate of Interest charged on Term Loan	
6.	Year/ Period for which interest paid by the unit	
7.	Amount of Interest paid	
8.	Whether Interest Dues have been fully paid by Unit	Yes/ No
9.	Amount of Claim of the unit for Reimbursement @4% or @ 5 % interest rate	

Certified that the above information is correct to the best of my knowledge and belief.

**Signature of Authorized Official of Bank/ Financial Institution**

**Application Form for claiming Reimbursement of Standard Certification Charges/ Fees under the Tripura Industrial Investment Promotion Incentive Scheme, 2022**

<b>1.</b>	<b><u>Brief Particulars of the Unit</u></b>	
1.1	Name and Address of the Unit	
1.2	Constitution of the Unit (Sole Proprietorship/ Firm/ Company/ Co-operative Society, etc.)	
1.3	Name of the Promoter(s)	
1.4	Type of Industry, Product Manufactured/Service Provided etc.	
1.5	Date/ Month/Year of starting commercial production	
1.6	Whether the unit has obtained <u>Incentives Eligibility Certificate</u> , required under the Scheme, from the DIC concerned (Yes or No). If yes, please indicate No. & Date of the Certificate.	
1.7	In case the Unit has taken loan from any Bank or Financial Institution, Name of such Bank/ Financial Institution may be indicated.	
<b>2.</b>	<b><u>Particulars of the Claim for Reimbursement</u></b>	
2.1	Name of the Product(s)/ process, for which Standard Certification obtained	
2.2	Name of the Institution(s), from which the Standard Certification has been obtained	
2.3	Whether the Certificate obtained is New or Renewal	

2.4	No. and Date of the Standard Certificate obtained/ renewed. Please also enclose a copy of the Certificate.	
2.5	Details of fees/ charges paid/ other expenses incurred for obtaining the Certification/ renewal of Certification. Please also enclose a copy of the documentary evidence for the payment, like Receipts, etc.	
2.6	Whether part or full reimbursement for the payment of certification charges has been obtained or is proposed to be obtained from any other Scheme of Government? If so, please indicate the name of Scheme and the amount.	
2.7	Amount claimed for reimbursement ( Col. 2.5 minus Col. 2.6).	
<b>3.</b>	<p><b><u>List of Documents/ Certificates required to be submitted:</u></b></p> <p>a) Incentives Eligibility Certificate (<b><i>To be submitted with the first claim only</i></b>)</p> <p>b) Copy of Certificate of Standard Certification/ renewal of Standard Certification.</p> <p>c) Documentary Evidence like Bills/ Invoice, Payment Receipt etc. in respect of expenses incurred on Fees/ Charges/ other Expenses for obtaining Standard Certification</p>	<p>Enclosed/ Not Enclosed.</p> <p>Enclosed/ Not Enclosed.</p> <p>Enclosed/ Not Enclosed.</p>

Certified that the above information is correct to the best of my knowledge and belief.

Dated, .....  
Place: .....

**Signature of the authorized signatory**

**Application Form for claiming Reimbursement of Charges/ Fees for Technical Know-how/ Technology Transfer under the Tripura Industrial Investment Promotion Incentive Scheme, 2022**

<b>1.</b>	<b><u>Brief Particulars of the Unit</u></b>	
1.1	Name and Address of the Unit	
1.2	Constitution of the Unit (Sole Proprietorship/ Firm/ Company/ Co-operative Society, etc.)	
1.3	Name of the Promoter(s)	
1.4	Type of Industry, Product Manufactured etc.	
1.5	Date/ Month/ Year of starting commercial production	
1.6	Whether the unit has obtained <u>Incentives Eligibility Certificate</u> , required under the Scheme, from the DIC concerned (Yes or No). If yes, please indicate No. & Date of the Certificate.	
1.7	In case the Unit has taken loan from any Bank or Financial Institution, Name of such Bank/ Financial Institution may be indicated.	
<b>2.</b>	<b><u>Particulars of the Claim for Reimbursement</u></b>	
2.1	Details of Technical Know-how/ Technology Transfer	
2.2	a) Name of the Institution(s)/Organization from where obtained Technical Know-how/ Technology Transfer.	

	<p>b) Whether MOU/ Agreement have been executed with the institution/ organization provided Technical Know-how., If so, copy of the MOU/ Agreement is to be attached.</p>	
2.3	<p>a) Duration of Training.</p> <p>b) No. of person(s) obtained training for Technical Know-how.</p> <p>c) Whether any certificate has been issued to the participants imparted training. If so, No. and Date of the Certificate(s) issued to the participants. Please also enclose copy of the Certificate(s).</p>	
2.4	<p>Details of fees/ charges paid/ other expenses incurred for imparting training. Please also enclose a copy of the documentary evidence for the payment, like Bill/ Invoice from the concerned organization, Payment Receipts, etc.</p>	
2.5	<p>Whether part or full reimbursement for the payment of certification charges has been obtained or is proposed to be obtained from any other Scheme of Government? If so, please indicate the name of Scheme and the amount.</p>	
2.6	<p>Amount claimed for reimbursement ( Col. 2.4 minus Col. 2.5).</p>	
<b>3.</b>	<p><b><u>List of Documents/ Certificates required to be submitted:</u></b></p> <p>a) Incentives Eligibility Certificate (<b><i>To be submitted with the first claim only</i></b>)</p> <p>b) Certificate for imparting training for new technology or technology up gradation from the recognized organization.</p>	<p>Enclosed/ Not Enclosed.</p> <p>Enclosed/ Not Enclosed.</p>

	<p>c) Copy of MOU/ Agreement executed with the institution/ organization.</p> <p>d) Documentary Evidence like Bills/ Invoice, Payment Receipt etc. in respect of expenses incurred on Fees/ Charges/ other Expenses for imparting training.</p>	<p>Enclosed/ Not Enclosed.</p> <p>Enclosed/ Not Enclosed.</p>
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Certified that the above information is correct to the best of my knowledge and belief.

Dated, .....  
Place: .....

**Signature of the authorized signatory**



**Proforma VII**

**Application Form for claiming Employment Cost Subsidy under the  
Tripura Industrial Investment Promotion Incentive Scheme, 2022  
(Thrust Sector Industries only)**

<b>1.</b>	<b><u>Brief Particulars of the Unit</u></b>	
1.1	Name and Address of the Unit	
1.2	Constitution of the Unit (Sole Proprietorship/ Firm/ Company/ Co-operative Society, etc.)	
1.3	Name of the Promoter(s)	
1.4	Type of Industry, Product Manufactured/ Service Provided etc.	
1.5	Please mention whether the industry comes under Thrust Sector category (Yes or No)	
1.6	Whether the unit comes under the Thrust Sector, as defined under the Scheme? If so, please provide the name of major raw material being used.	
1.7	Date/Month/Year of starting commercial production	
1.8	Whether the unit has obtained Incentives Eligibility Certificate, required under the Scheme, from the DIC concerned (Yes or No). If yes, please indicate No. & Date of the Certificate.	
1.9	In case the Unit has taken loan from any Bank or Financial Institution, Name of such Bank/ Financial Institution may be indicated.	

1.1 0	Whether the unit has made/obtained necessary enrollment/registration with the Regional Provident Fund Commission? If yes, please. Provide enrollment/registration No. & date.									
<b>2.</b>	<b><u>Particulars of ESI and EPF contribution deposited by the Unit:</u></b>									
2.1	Year/ Period to which the Claim relates (Year/ Period refers to 12-month/ 6 month periods with reference to date of commercial production)									
2.2	Details of workers who are domiciled of Tripura employed month-wise relevant to the claim period:	<table border="0"> <tr> <td></td> <td style="text-align: center;"><u>Month</u></td> <td style="text-align: center;"><u>Semi Skilled</u></td> <td style="text-align: center;"><u>Skilled</u></td> </tr> <tr> <td></td> <td style="text-align: center;">(No.)</td> <td style="text-align: center;">(No.)</td> <td style="text-align: center;">(No.)</td> </tr> </table> <p>If required, separate sheet may be attached)</p>		<u>Month</u>	<u>Semi Skilled</u>	<u>Skilled</u>		(No.)	(No.)	(No.)
	<u>Month</u>	<u>Semi Skilled</u>	<u>Skilled</u>							
	(No.)	(No.)	(No.)							
2.3	<u>Amount of ESI and EPF Contribution paid:</u>  a) ESI  b) EPF (Employer's Contribution)  <b>Total</b>	a) <u>Month Worker (No.)Amt. paid</u>  b) <u>MonthWorker (No.)Amt. paid</u>  (If required, a separate sheet may be attached)								
2.4	Details of the Employment Cost claimed: a) ESI  b) EPF  <b>Total</b>									
2.5	Whether the unit is defaulting in payment of any dues in respect of ESI and EPF payment to concerned Authorities? If so, please give details.									
2.6	Whether part or full reimbursement of ESI and EPF payment has been obtained or is proposed to be									

	obtained from any other Scheme of Government? If so, please indicate the name of Scheme and the amount. .	
2.7	Amount claimed for reimbursement (Col. 2.4 minus Col. 2.6).	
<b>3.</b>	<b><u>List of Documents/ Certificates required to be submitted:</u></b>  a) Incentives Eligibility Certificate ( <b><i>To be submitted with the first claim only</i></b> )  b) Enrollment/ Registration Certificate from RPFC ( <b><i>To be submitted with first claim only</i></b> )  c) Certified copies of Electronic Challan-Cum-Return (ECR), Members details with reference to ECR and Credit Confirmation Report	 . Enclosed/ Not Enclosed.  Enclosed/ Not Enclosed.  Enclosed/ Not Enclosed.

Certified that the information/documents are true and correct to the best of my knowledge and belief.

Dated, .....  
Place: .....

**Signature of the authorized signatory**

**Application Form for claiming Reimbursement of fees paid for taking Credit Guarantee coverage of loan under CGTMSE under Tripura Industrial Investment Promotion Incentive Scheme, 2022**

<b>1.</b>	<b><u>Brief Particulars of the Unit</u></b>	
1.1	Name and Address of the Unit	
1.2	Constitution of the Unit (Sole Proprietorship/ Firm/ Company/ Co-operative Society, etc.)	
1.3	Name of the Promoter(s)	
1.4	Type of Industry, Product Manufactured etc.	
1.5	Date/ Month/Year of starting commercial production	
1.6	Whether the unit has obtained <u>Incentives Eligibility Certificate</u> , required under the Scheme, from the DIC concerned (Yes or No). If yes, please indicate No. & Date of the Certificate.	
<b>2.</b>	<b><u>Particulars of the Claim for Reimbursement of fees paid to take guarantee cover of loan under CGTMSE</u></b>	
2.1	Name of the Financing Bank and Branch/ NBFC	
2.2	Amount of loan sanctioned	
2.3	Amount of loan disbursed	
2.4	Period of claim (yearly)	
2.5	Amount of one-time guarantee fees paid and the rate of payment	

2.6	Amount of service fees paid and the rate of payment	
2.7	Amount eligible for reimbursement under the Scheme. Please enclose a certificate from Bank/ NBFC in <b>Annex-I</b>	a) Guarantee fee: b) Service fee:  Total:
2.8	Whether part or full reimbursement of guarantee fees and service fees payment has been obtained or is proposed to be obtained from any other Scheme of the Government? If so, please indicate the name of the Scheme and the amount.	
2.9	Amount claimed for reimbursement (Col. 2.7 minus Col. 2.8).	
<b>3.</b>	<b><u>List of Documents/ Certificates required to be submitted:</u></b>	
	a) Incentives Eligibility Certificate ( <b>To be submitted with the first claim only</b> )	Enclosed/ Not Enclosed.
	b) Copy of loan sanction letter ( <b>To be submitted with first claim only</b> )	Enclosed/ Not Enclosed.
	c) Certificate from Bank/ NBFC in Annex-I	Enclosed/ Not Enclosed.

Certified that the above information is correct to the best of my knowledge and belief.

Dated, .....  
Place: .....

**Signature of the authorized signatory**

**Certificate from Bank/ Financial Institution**

Certified that M/s ..... has been sanctioned Term Loan by our Bank/ Financial Institution for setting up of a unit for manufacture of ..... Credit guarantee coverage under CGTMSE has been availed on outstanding amount of loan. Brief particulars of the Unit, their Loan Account and the credit guarantee coverage availed are as under:

1.	Date/ Month/Year of starting commercial production	
2.	Total Project Cost	
3.	<u>Details of Sanction of Term Loan:</u> a) Date of Sanction b) Amount Sanctioned	
4.	Amount of Term loan disbursed	
5.	One time guarantee fees paid to CGTMSE and the rate of payment	
6.	Year/ Period for which monthly service fees paid for coverage under CGTMSE	
7.	Amount of service fees paid to CGTMSE and the rate of payment	
9.	Amount of total claim (Guarantee fees and Service fees)	

Certified that the above information is correct to the best of my knowledge and belief.

**Signature of Authorized Official of Bank/ Financial Institution**

**Proforma-IX**

**Application Form for claiming Export Promotion Subsidy under the  
Tripura Industrial Investment Promotion Incentive Scheme, 2022**

<b>1.</b>	<b><u>Brief Particulars of the Unit</u></b>	
1.1	Name and Address of the Unit	
1.2	Constitution of the Unit (Sole Proprietorship/ Firm/ Company/ Co-operative Society, etc.)	
1.3	Name of the Promoter(s)	
1.4	Type of Industry, Product Manufactured etc.	
1.5	Date/ Month/Year of starting commercial production	
1.6	Whether the unit has obtained <u>IncentivesEligibility</u> Certificate, required under the Scheme from the DIC concerned (Yes or No). If yes, please indicate No. & Date of the Certificate.	
1.7	In case the Unit has taken loan from any Bank or Financial Institution, Name of such Bank/ Financial Institution may be indicated.	
<b>2.</b>	<b><u>Particulars of exports to Bangladesh</u></b>	
2.1	Details of export License (No. & Date). Please enclose a copy of the License ( <b><i>with the first claim only</i></b> ).	
2.2	Name of the items/ goods exported	
2.3	Name of the Land Custom Station through which goods exported.	
<b>3.</b>	<b><u>Particulars of the Claim for Reimbursement</u></b>	

3.1	Period for which export promotion subsidy claimed									
3.2	Value of goods exported. Please enclose copies of commercial invoice and bills of lading.	<table border="1"> <thead> <tr> <th>Item</th> <th>Amount(Rs.)</th> </tr> </thead> <tbody> <tr> <td>1)</td> <td></td> </tr> <tr> <td>2)</td> <td></td> </tr> <tr> <td></td> <td>Total</td> </tr> </tbody> </table>	Item	Amount(Rs.)	1)		2)			Total
Item	Amount(Rs.)									
1)										
2)										
	Total									
3.3	Whether 20% value addition is done on the products manufactured in the State of Tripura & exported.									
3.4	10% of the value of goods exported (mentioned in Col. 3.2)									
3.5	Whether subsidy has been obtained or is proposed to be obtained from any other Scheme of the Government in regards to export of goods during the reference period? If so, please indicate the name of the Scheme and amount.									
3.6	Eligible amount of export subsidy considering the annual upper ceiling of Rs. 50 Lakhs per enterprise (Col. 3.4 minus Col. 3.5).									
<b>4.</b>	<p><b><u>List of Documents/ Certificates required to be submitted:</u></b></p> <p>a) Incentives Eligibility Certificate (<b>To be submitted with the first claim only</b>)</p> <p>b) Copy of Export license (<b>To be submitted with the first claim only</b>)</p> <p>c) Copies of Commercial Invoice and Bills.</p> <p>d) Detailed Analysis of the Cost/ Pricing Structure of the Unit based on the Audited Final Accounts for the Year..... (Annex-I)</p>	<p>Enclosed/ Not Enclosed.</p> <p>Enclosed/ Not Enclosed.</p> <p>Enclosed/ Not Enclosed.</p> <p>Enclosed/ Not Enclosed.</p>								

I/ We declare that the above information/ particulars are true and correct to the best of my/our knowledge.

Dated, .....  
Place: .....

**Signature of the authorized signatory**



**Detailed Analysis of the Cost/ Pricing Structure of the Unit based on the Audited Final Accounts for the Year.....**

1. **Name of the Product:**

<b>S. No.</b>	<b>Particulars</b>	<b>Amount (Rs. in Lakhs)</b>
A.	<b><u>Total Value of Goods produced:</u></b>  <u>Total Ex-factory Sales Value</u> (i.e., excluding taxes paid within the state).  <b>Add:</b> Closing Stock of Finished Goods/ Work-in-progress  <b>Less:</b> Opening Stock of Finished Goods/ Work-in-progress	
	<b>Total Value of Goods produced (A)</b>	
B.	<b><u>Landed Cost of Raw material</u></b> (including Consumables, Packing materials etc), procured and actually <b>consumed</b> during the year  <u>Total Purchase Value during the Year</u> (including transport cost, insurance, taxes and other expenses paid)  <b>Add:</b> Opening Stock of Raw Materials  <b>Less:</b> Closing Stock of Raw Materials	
	<b>Total Cost of Raw material consumed (B)</b>	
C.	<b><u>Value Addition</u></b> (within the State) <b>(A minus B)</b>	
D.	Value Addition (within the State) (as % of total landed cost of Raw Material procured and consumed during the year ) <b>(C/B)</b>	.....%

**Signature of the Chartered Accountant with seal**

**Application Form for claiming Subsidy for participation in Fares and Exhibitions under the Tripura Industrial Investment Promotion Incentive Scheme, 2022 (Thrust Sector Industries only)**

<b>1.</b>	<b><u>Brief Particulars of the Unit</u></b>	
1.1	Name and Address of the Unit	
1.2	Constitution of the Unit (Sole Proprietorship/ Firm/ Company/ Co-operative Society, etc.)	
1.3	Name of the Promoter(s)	
1.4	Type of Industry, Product Manufactured etc.	
1.5	Whether the unit comes under the <u>Thrust Sector</u> , as defined under the Scheme? If so, please provide the name of major raw material being used.	
1.6	Date/ Month/Year of starting commercial production	
1.7	Whether the unit has obtained <u>Incentives Eligibility Certificate</u> , required under the Scheme from the DIC concerned (Yes or No). If yes, please indicate No. & Date of the Certificate.	
<b>2.</b>	<b><u>Particulars of Fares and Exhibitions attended</u></b>	
2.1	Name of the Fares/ Exhibition attended	
2.2	Indicate the location of the Fare/ Exhibition and the duration. Please enclose copy of proofs in regards to	

	participating in Fares/ Exhibitions (Invitation letter for participation in Fares/ Exhibition and stall/ space allotment documents)	
<b>3.</b>	<b><u>Particulars of the Claim for Reimbursement</u></b>	
3.1	Period for which Reimbursement Claimed	
3.2	Travelling expenses paid for one person in connection with attending Fares/ Exhibition <u>outside the State</u> by rail. In case the railway connectivity is not available then indicate the bus fare. Please enclose copies tickets for incurring travelling expenses.	
3.3	Freight charges paid for transporting goods (railway fares). In case railway connectivity not available then freight charges paid for carrying by lorry. Please enclose the bills/ invoice and money receipts for incurring freight charges.	
3.4	In case of participation in <u>International Level Fare/ Exhibition</u> , whether approval from the competent authority has been taken prior to attending the fair. If so, copy of such approval may be furnished.	
3.4	Total amount incurred for participation in Fares/ Exhibition.	
<b>4.</b>	<b>Calculation of Subsidy:</b>	
4.1	50% of the actual amount of expenditure (Col. 3.4)	
4.2	Whether subsidy had been claimed earlier for participation in any fares/ exhibition during the reference year of the present claim. If yes, please mention the No. of fares attended and the amount of claim.	

4.3	Eligible amount of subsidy considering the upper ceiling of Rs. 1.00 Lakhs per fare limiting to 2 Fares/ Exhibitions in a year.	
4.4	Whether subsidy for participating in the same fare/exhibition has already been taken through any other Schemes of the Government. If so, please indicate the name of the Scheme and the amount.	
4.5	Amount of subsidy finally considered eligible ( Col. 4.3 minus Col. 4.4)	
<b>5.</b>	<p><b><u>List of Documents/ Certificates required to be submitted:</u></b></p> <p>a. Incentives Eligibility Certificate <b>(To be submitted with the first claim only)</b></p> <p>b) Copies of Invitation letter for participation in Fares/ Exhibition and stall/ space allotment documents.</p> <p>c) Copy of the approval from the competent authority for participation in the fair in case of international level fair/exhibition.</p> <p>d) Copies of journey tickets.</p> <p>e) Copies of Bills/ invoice and money receipts for incurring freight charges for carrying of goods</p>	<p>Enclosed/ Not Enclosed.</p> <p>Enclosed/ Not Enclosed.</p> <p>Enclosed/ Not Enclosed.</p> <p>Enclosed/ Not Enclosed.</p> <p>Enclosed/ Not Enclosed.</p>

I/ We declare that the above information/particulars are true and correct to the best of my/our knowledge.

Dated, .....  
Place: .....

**Signature of the authorized signatory**

**Application Form for claiming State Transport Subsidy on transportation cost spent for transporting Secondary Raw Materials from outside the State under the Tripura Industrial Investment Promotion Incentive Scheme, 2022**

<b>1.</b>	<b><u>Brief Particulars of the Unit</u></b>	
1.1	Name and Address of the Unit	
1.2	Constitution of the Unit (Sole Proprietorship/ Firm/ Company/ Co-operative Society, etc.)	
1.3	Name of the Promoter(s)	
1.4	Type of Industry, Product Manufactured etc.	
1.5	Whether the unit comes under the <u>Thrust Sector</u> , as defined under the Scheme? If so, please provide the name of major raw material being used.	
1.6	Date/ Month/Year of starting commercial production	
1.7	Whether the unit has obtained <u>Incentives Eligibility Certificate</u> , required under the Scheme from the DIC concerned (Yes or No). If yes, please indicate No. & Date of the Certificate.	
1.8	Name of the Primary Raw Materials used during production.	
<b>2.</b>	<b><u>Particulars for Transportation of Secondary Raw materials</u></b>	
2.1	Period of Claim (Please mention the quarterly period)	

2.2	Name of the Secondary Raw Materials purchased (Statement of raw material purchased in <b>Annex-I</b> )	
2.3	Please indicate the secondary raw material utilized and finished goods produced during the period in <b>Annex-II</b> .	
2.4	CA Certificate regarding Raw materials purchased and finished goods produced during the period in <b>Annex-III</b> .	
	Please indicate the place of origin and destination for transportation of secondary raw materials.	
<b>3.</b>	<b><u>Particulars of the Claim for Reimbursement</u></b>	
3.1	Period for which subsidy claimed. Please mention the quarterly period.	
3.2	Whether the claim has been submitted within a period of 6 months from the end of the concerned quarter.	
3.3	Total amount of freight charges paid for transportation of secondary raw materials .	
4	<b>Calculation of Subsidy:</b>	
4.1	50% of the actual amount of freight charges paid for transportation of secondaryraw materials(in reference to the figure indicated in Col. 3.3)	
4.2	Whether subsidy had been claimed earlier on the amount indicated in Col. 4.1 above under any Central or State Government Scheme? If yes, please indicate the name of the Scheme and the amount claimed.	
4.3	Eligible amount of transport subsidy (Col. 4.1 minus Col. 4.2)	

4.4	<p><b>List of Documents/ Certificates required to be submitted:</b></p> <p>a) Copy of Eligibility Certificate for State Transport Subsidy (In case of first claim only)</p> <p>b) Statement of secondary raw material purchased (<b>Annex-I</b>)</p> <p>c) Statement showing utilization of raw materials and finished goods manufactured during the period (<b>Annex-II</b>)</p> <p>d) CA Certificate in respect of raw materials purchased and finished goods produced during the relevant period (<b>Annex-III</b>)</p> <p>e) Copy of bills/ challan and money receipt for raw materials purchased from the supplier for the relevant period</p> <p>f) Copy of receipts from transporters for carrying goods for the relevant period</p>	<p>Enclosed/ Not Enclosed.</p> <p>Enclosed/ Not Enclosed.</p> <p>Enclosed/ Not Enclosed.</p> <p>Enclosed/ Not Enclosed.</p> <p>Enclosed/ Not Enclosed.</p> <p>Enclosed/ Not Enclosed.</p>
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I/ We declare that the above information/ particulars are true and correct to the best of my/our knowledge.

Dated, .....  
Place: .....

**Signature of the authorized signatory**

**Annex-I**

**STATEMENT OF SECONDARY RAW MATERIALS PURCHASED AND TRANSPORTED FROM OUTSIDE THE STATE DURING THE PERIOD**

**Name and Address of the Unit:**

**Period of claim:.....**

Sl. No	Supplier Name	Supplier Bill No. & Date	Booking Station	Details of Material Purchased			Consign ment Note No & Date	Carrying Cost Paid			Name of the Transporter	Carrier No.		Net Quantity in Qtls.	Receiving End Destination	Remarks
				Description	Value	Qty (MT)		Voucher No	Date	Amount						
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17

**Signature of the authorized signatory**



**STATEMENT SHOWING THE UTILIZATION OF RAW MATERIALS AND FINISHED PRODUCTS  
MANUFACTURED DURING THE PERIOD.**

Name and Address of the Unit:

Period of claim:.....

Sl. No	Opening Balance Raw Materials (MT)		Details of Material Purchased		Total of Column (2+4)	Total quantity of Secondary Raw Materials utilized during the period		Balance Raw Materials (MT) at the end of the period purchase from		Finished Products	Qty/No. of Finished Products at the beginning of the period	
	Outside the State (Secondary RM)	Locally (Primary RM)	Outside the State (Secondary RM)	Locally (Primary RM)		Outside the State (Secondary RM)	Locally (Primary RM)	Outside the State (Secondary RM)	Locally (Primary RM)		Qty (MT)	Value (Rs.)
1	2	3	4	5	6	7	8	9	10	11	12	13

Qty/No. of Finished Products during the period and value of	
Qty (MT)	Value (Rs.)
14	15

**Signature of the authorized signatory**

**Annex-III****CERTIFICATE OF RAW MATERIALS AND FINISHED GOODS CERTIFIED BY CHARTERED ACCOUNTANT**

Name and Address of the Unit:

Period of claim:.....

Sl. No	Opening Balance Raw Materials (MT)		Total Qty (MT) of Raw Materials purchased		Total of Column (2+3+4+5)	Total Quantity of Raw Materials utilized during the period		% of Raw Material Utilized during production		Balance Raw Material (MT) at the end of the period purchase from		Finished Products	Qty/No. of Finished Products during the period and value of product	
	Outside the State (Secondary RM)	Locally (Primary RM)	Outside the State (Secondary RM)	Locally (Primary RM)		Outside the State (Secondary RM)	Locally (Primary RM)	Secondary RM	Primary RM	Outside the State (Secondary RM)	Locally (Primary RM)		Qty (MT)	Value (Rs.)
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15

Qty/No. of Finished Products during the period and value of product		Quantity no. of Finished Products Dispatched during the period (MT)						Qty No in hand at the end period		Remarks
		Outside the State		Outside the State		Within the State				
Qty (MT)	Value (Rs.)	Qty (MT)	Value (Rs.)	Qty (MT)	Value (Rs.)	Qty (MT)	Value (Rs.)	Qty (MT)	Value (Rs.)	
16	17	18	19	20	21	22	23	24	25	26

**Signature of the Chartered Accountant  
with Seal**

**Application Form for claiming Subsidy of Zero Defect Zero Effect (ZED) Certified industrial enterprises under the Tripura Industrial Investment Promotion Incentive Scheme, 2022**

<b>1.</b>	<b><u>Brief Particulars of the Unit</u></b>	
1.1	Name and Address of the Unit	
1.2	Constitution of the Unit (Sole Proprietorship/ Firm/ Company/ Co-operative Society, etc.)	
1.3	Name of the Promoter(s)	
1.4	Type of Industry, Product Manufactured.	
1.5	Date/ Month/ Year of starting commercial production	
1.6	Whether the unit has obtained <u>Incentives Eligibility Certificate</u> , required under the Scheme, from the DIC concerned (Yes or No). If yes, please indicate No. & Date of the Certificate.	
1.7	In case the Unit has taken loan from any Bank or Financial Institution, Name of such Bank/ Financial Institution may be indicated.	
<b>2</b>	<b><u>Details of Fixed Capital Investment:</u></b>	
2.1	Please give details of Plant & Machinery in <b><u>Annex-I.</u></b>	
2.2	Please mention the summery of investment in <b><u>Annex-II.</u></b>	a) Land: Rs. b) Building: Rs. c) Plant & Machinery: Rs.
<b>3</b>	<b><u>Particulars of the Claim for one time additional subsidy for ZED Certification:</u></b>	

3.1	Category of the Unit (Micro/ Small/ Medium), No. & date of Udyam Registration.	
3.2	Amount of Fixed Capital Investment made in Plant & Machinery as per the sub-clause-2.1.	
3.3	Name of the Product(s)/ process, for which ZED Certification obtained.	
3.4	No. and Date of the ZED Certificate obtained. Please also enclose a copy of the Certificate.	
3.5	Eligible Amount of One time Additional Subsidy under this Scheme as per the category mentioned at sub-para-3.2	Rs.
<b>4.</b>	<b><u>List of Documents/ Certificates required to be submitted:</u></b>  a) Copy of Incentives Eligibility Certificate.  b) Copy of Udyam Registration Certificate.  c) Copy of ZED Certificate.  d) CA Certificate regarding capital investment made as per <b>Annex-II.</b>	Enclosed/ Not Enclosed.  Enclosed/ Not Enclosed.  Enclosed/ Not Enclosed.  Enclosed/ Not Enclosed.

Certified that the above information is correct to the best of my knowledge and belief.

Dated, .....  
Place: .....

**Signature of the authorized signatory**

**Details of Plant and Machinery:**

(Amount in Rs.)

Item of Machinery (with specifications)	Name and address of Supplier	Bill/ Invoice No. and Date	Bill/ Invoice Amount (Rs)	Money Receipt Date and Amount	Bill/ Invoice No. and Date for transportation
1	2	3	4	5	6
<b>Total</b>					

Transportation cost as per bill/ Invoice	Money Receipt Date and Amount	Total Cost (Col. 4 +7)	Total Amount of Money Receipt Issued (Col. 5+8)	Remarks
7	8	9	10	11

**Note:** In case space is inadequate, please enclose additional sheets.

Certified that the information/documents as furnished are true and correct to the best of my knowledge and belief.

**Signature of the authorized signatory**

**Certificate from the Chartered Accountant in respect of Fixed Capital Investment and source of finance**

We, M/s ..... the Chartered Accountant, hereby certify that M/s.....  
(Name of the Unit) have set up an Industrial Unit at .....  
(Address of the Unit), for manufacture of ..... The details of expenditure incurred by the unit and the sources of financing, as per our assessment, are as under:

(Rs.in Lakhs)

**Expenditure incurred:**

a) Land	:
b) Building	:
c) Plant & Machinery	:
d) Electrical Installations	:
e) Misc. Fixed Assets	:
f) Prelim. & Pre-operative Expenses	:
g) Margin Money for Working Capital	:
<b>Total</b>	

**Sources of Financing:**

a) Bank Loan	:
b) Promoter's Contribution	:
c) Other sources	:
<b>Total</b>	

We have checked the Books of the Accounts of the Unit and certify the above information to be true and correct. It is also certified that all the above items of expenditure have been fully paid for i.e. the expenditure is on cash basis.

Dated:  
Place:

**Chartered Accountants**  
**Signature with seal**

**Notes:**

- e) In case of **Land**, actual price or premium paid for the Freehold or Leasehold Land should be mentioned.
- f) In case of **Ready-made Shed** in the designated areas of TIDCL, actual premium paid for Leasehold shed should be mentioned.
- g) In case of **Buildings**, please mention only the expenditure on Factory Sheds, Office Buildings, etc. necessary for operation of the unit. Residential Quarters are to be excluded.
- h) In case of **Plant & Machinery**, please note that:
- Cost of drawl of power lines and installation of transformer, may also be included, if reimbursement for these items have not been received from any other Government source.
  - Cost of productive equipments like dies, moulds, jigs etc. may also be included.
  - ***Cost of second hand machinery is to be excluded.***

**PROFORMAE OF APPLICATIONS FOR  
CLAIMING SPECIAL INCENTIVES BY  
INDUSTRIAL ENTERPRISES  
CONTINUE TO OPERATE FOR FIVE  
YEARS**

\*\*\*\*\*



**Application Form for obtaining Eligibility Certificate under  
Tripura Industrial Investment Promotion Incentive Scheme, 2022  
for units continue to operate for 5 years**

**(Except in respect of (i) Procurement Preference and (ii) Exemption from Earnest Money and Security Deposits - for which there are separate Proforma)**

<b>1.</b>	<b><u>Brief Particulars of the Unit</u></b>	
1.1	Name of the Unit	
1.2	<u>Address:</u>  c) Factory  d) Office	
1.3	Name of the Promoter(s)	
1.4	Type of Industry, Product Manufactured, etc.	
<b>2.</b>	<b><u>Eligibility Particulars of the Unit</u></b>	
2.1	Whether the Unit has filed Udyam Registration/ necessary industrial approval from the competent authority and if so, please enclose a copy of the same.	
2.2	Date/ Month/ Year of initial starting of Commercial Production of the Unit.	
2.3	Whether the unit has been under continuous operation since the date of initial commencement of commercial production? If yes, the exact duration of continuing operation (in years, months and days).	
2.4	Whether the unit has undergone for substantial expansion by adding fixed capital investment not less than 25% of the original investment	

	for capacity expansion / modernization / diversification. If yes, please indicate the date of starting commercial production after expansion.	
2.5	Whether the unit has availed or proposes to avail subsidy, grant or incentive for the same project under any other Scheme of the Central/ State Government or undertakings? If so, please give details.	
3.	<p><b><u>List of Documents/ Certificates required to be submitted:</u></b></p> <p>a) Copy of the Udyam Registration/necessary industrial approval.</p> <p>b) Up to date“No Objection Certificate” regarding Pollution Clearance from the competent authority.</p> <p>c) License from Factories and Boilers Organization (where applicable)</p>	<p>Enclosed/ Not Enclosed.</p> <p>Enclosed/ Not Enclosed..</p> <p>Enclosed/ Not Applicable.</p>

Certified that the above information is true to the best of my knowledge and belief.

Dated, .....  
Place: .....

**Signature of the authorized signatory**

**Application Form for claiming Industrial Promotion Subsidy under  
the Tripura Industrial Investment Promotion Incentive Scheme,  
2022**

(only for the units continued to operate for 5 years)

<b>1.</b>	<b>Brief Particulars of the Unit</b>	
1.1	Name and Address of the Unit	
1.2	Constitution of the Unit (Sole Proprietorship/ Firm/ Company/ Co-operative Society, etc.)	
1.3	Name of the Promoter(s)	
1.4	Type of Industry, Product Manufactured etc.	
1.5	Date/Month/Year of starting commercial production .	
1.6	Whether the unit has obtained Incentives Eligibility Certificate, required under the Scheme from the DIC concerned? If yes, please indicate No. & Date of the Certificate.	
1.7	In case the Unit has taken loan from any Bank or Financial Institution, Name of such Bank/ Financial Institution may be indicated.	
1.8	Whether the unit has obtained necessary GST registration? If so please mention the Registration No. and also enclose a copy of the Certificate (with first claim only).	
1.9	Exact amount of eligible investments made in plant and machinery. Eligible investment shall be as per explanation given in clause 3 (ix) (d) of the Scheme. A certificate from registered Chartered Accountant as per proforma Annex-I shall have to be submitted	

	(Certificate from Chartered Accountant is needed to be submitted with the first claim only)	
<b>2.</b>	<b><u>Particulars of Goods and Services Tax on Sale of Finished Goods, deposited by the Unit:</u></b>	
2.1	Year/ Period to which the Claim relates (Year refers to 12-month periods with reference to date of commercial production)	
2.2	Amount of State Goods and Services Tax (SGST) deposited  [Please enclose certified copies of the Tax Return in the form of GSTR-3B, Electronic GST payment receipt and Electronic Cash Ledger for concerned period of claim].	
2.3	Cumulative amount of reimbursement of SGST sanctioned prior to the present claim (Amount shall include all reimbursements of SGST sanctioned and paid to the unit as subsidy since its commencement date of commercial production).	
2.4	Considering the Col. 2.2 above, the amount of subsidy @ 25% of the tax paid.	
2.5	Considering the aggregate upper ceiling of reimbursement which is equal to the amount of <b>150%</b> of investment made in plant and machinery, the total amount for which the Reimbursement is claimed now.	
<b>3.</b>	<b><u>List of Documents/ Certificates required to be submitted:</u></b>	
	a) Copy of Incentives Eligibility Certificate obtained after 5 years of operation.	Enclosed/ Not Enclosed.
	b) GST Registration Certificate (To be submitted with the first claim only)	Enclosed/ Not Enclosed.

	<p>c) Chartered Accountant certificate indicating investment in plant &amp; machinery at the time of commissioning the project in proforma given <b>Annex-I</b> (To be submitted with the first claim only)</p>	<p>Enclosed/ Not Enclosed.</p>
	<p>d) Certified copies of the Tax Return in the form of GSTR-3B, Electronic GST payment receipt and Electronic Cash Ledger for concerned period of claim</p>	<p>Enclosed/ Not Enclosed.</p>

Certified that the information/documents are true and correct to the best of my knowledge and belief.

Dated, .....  
Place: .....

**Signature of the authorized signatory**

**Certificate from the Chartered Accountant**

(To be submitted with the first claim only)

We, M/s ..... the Chartered Accountant, hereby certify that M/s ..... (Name of the Unit) have set up an Industrial Unit at ..... (Address of the Unit), for manufacture of ..... **The details of expenditure incurred by the unit on plant and machinery upto the date of its commencement of commercial production as per our assessment, are as under:**

(Rs.in lacs)

**Expenditure incurred:**

- d) Plant & Machinery :
- e) Electrical Installations :
- f) Other productive equipments :  
(jigs, dies, mouldsetc)

**(Cost of second-hand plant & machinery shall be excluded)**

**Total**

:

We have checked the Books of the Accounts of the Unit and certify the above information to be true and correct. It is also certified that all the above items of expenditure have been fully paid for i.e. the expenditure is on cash basis.

Dated:  
Place:

**Chartered Accountants  
Signature with seal**

**Application Form for claiming Partial reimbursement of Power Charges under the Tripura Industrial Investment Promotion Incentive Scheme, 2022**

**(Only for the units continued to operate for 5 years)**

<b>1.</b>	<b><u>Brief Particulars of the Unit</u></b>	
1.1	Name and Address of the Unit	
1.2	Constitution of the Unit (Sole Proprietorship/ Firm/ Company/ Co-operative Society, etc.)	
1.3	Name of the Promoter(s)	
1.4	Type of Industry, Product Manufactured etc.	
1.5	Date/ Month/Year of starting commercial production	
1.6	Whether the unit has obtained Incentives Eligibility Certificate, required under the Scheme from the DIC concerned? If yes, please indicate No. & Date of the Certificate.	
1.7	In case the Unit has taken loan from any Bank or Financial Institution, Name of such Bank/ Financial Institution may be indicated.	
1.8	<b><u>Details of Power sanctioned:</u></b>  a) Date of Sanction b) Sanctioned load c) Consumer ID No.  (Please enclose a copy of Power Sanction Letter – with the first claim only)	
<b>2.</b>	<b><u>Particulars of the Claim for Reimbursement of Power Charges</u></b>	

2.1	Year/ Period to which the Claim relates (Year refers to 12-month periods with reference to date of commercial production)	
2.2	Power Charges Paid during the Year/ Period. [Certified copy of Bill & Payment Receipt to be submitted]	
2.3	Whether the unit is defaulting in payment of any dues in respect of power charges to concerned Authorities? If so, please give details.	
2.4	Amount of Subsidy/ Reimbursement @ 25% of total power charges paid during the Period, as indicated in Para-2.2 above	
2.5	<u>Cumulative Amount of Claim/ Sanction</u> during current 12-month period (with reference to date of commercial production):  a) Total amount claimed (including present claim)  b) Total amount Sanctioned (excluding the present claim)	
2.6	Whether part or full reimbursement of the power charges has been obtained or is proposed to be obtained from any other Scheme of the Government? If so, please indicate the name of the Scheme and the amount.	
2.7	<b>Claim for Reimbursement of Power Charges</b> considering the position in Para-2.4, 2.5 and 2.6 above and overall ceiling of Rs.15 Lakhs/ Rs.25 Lakhs per enterprise.	
3.	<b><u>List of Documents/ Certificates required to be submitted</u></b>  a) Copy of Incentives Eligibility Certificate obtained after 5 years of operation.	Enclosed/ Not Enclosed.



	b) Copy of Power Sanction Letter from TSECL (to be submitted with first claim only)	Enclosed/ Not Enclosed.
	c) Copy of Electricity Bill and Payment Receipt.	Enclosed/ Not Enclosed

Certified that the above information is correct to the best of my knowledge and belief.

Dated, .....  
Place: .....

**Signature of the authorized signatory**

**Application Form for claiming Employment Cost Subsidy under the Tripura Industrial Investment Promotion Incentive Scheme, 2022**  
**(Only for units which operated for more than 5 years)**

<b>1.</b>	<b><u>Brief Particulars of the Unit</u></b>	
1.1	Name and Address of the Unit	
1.2	Constitution of the Unit (Sole Proprietorship/ Firm/ Company/ Co-operative Society, etc.)	
1.3	Name of the Promoter(s)	
1.4	Type of Industry, Product Manufactured etc.	
1.5	Date/Month/Year of starting commercial production	
1.6	Whether the unit has obtained Incentives Eligibility Certificate, required under the Scheme from the DIC concerned? If yes, please indicate No. & Date of the Certificate.	
1.7	In case the Unit has taken loan from any Bank or Financial Institution, Name of such Bank/ Financial Institution may be indicated.	
1.8	Whether the unit has made/ obtained necessary enrollment/ registration with the office of the Regional Provident Fund Commissioner? If yes, please provide enrollment/ registration No. & date.	
<b>2.</b>	<b><u>Particulars of ESI and EPF contribution deposited by the Unit:</u></b>	
2.1	Year/ Period to which the Claim relates (Year refers to 12-month	

	periods with reference to date of commercial production)			
2.2	Details of workers employed month-wise relevant to the claim period:	<table border="0"> <tr> <td>Month Skilled ( No.)</td> <td>Semi Skilled (No.)</td> </tr> </table> (If required, separate sheet may be attached)	Month Skilled ( No.)	Semi Skilled (No.)
Month Skilled ( No.)	Semi Skilled (No.)			
2.3	<p><b><u>Amount of ESI and EPF Contribution paid:</u></b></p> <p>a) ESI</p> <p>b) EPF (Employer's Contribution)</p> <p style="text-align: center;"><b>Total</b></p>	<p>1. <u>MonthWorker (No.)Amt. paid</u></p> <p>2. <u>MonthWorker (No.)Amt. paid</u></p> <p>(If required, a separate sheet may be attached)</p>		
2.4	Whether the unit is defaulting in payment of any dues in respect of ESI and EPF to concerned Authorities? If so, please give details.			
2.5	<p>Details of the Employment Cost Subsidy eligible while considering the upper ceiling of 50% of actual contribution paid:</p> <p>a) ESI</p> <p>b) EPF</p> <p style="text-align: center;"><b>Total</b></p>			
2.6	Whether part or full reimbursement of the payment towards ESI and EPF has been obtained or is proposed to be obtained from any other Scheme of the Government? If so, please indicate the name of the Scheme and the amount.			
2.7	Amount of claim for reimbursement of payment of ESI and EPF (Col. 2.5 minus Col. 2.6)			

3.	<p><b><u>List of Documents/ Certificates required to be submitted:</u></b></p> <p>a) Copy of Incentives Eligibility Certificate obtained after 5 years of operation.</p> <p>b) Enrollment/Registration Certificate from RPFC (To be submitted with the first claim only).</p> <p>c) Certified copies of Electronic Challan-Cum-Return (ECR), Members details with reference to ECR and Credit Confirmation Report.</p>	<p>Enclosed/ Not Enclosed.</p> <p>Enclosed/ Not Enclosed.</p> <p>Enclosed/ Not Enclosed.</p>
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Certified that the information/documents are true and correct to the best of my knowledge and belief.

Dated, .....  
Place: .....

**Signature of the authorized signatory**