

Setting up of Cold Chain for Agri/Horti/Dairy/Meat Produce

Documents required for Filing Application:

1. Application in the prescribed format
2. Detailed project report
3. Sanction letter of term loan from bank/financial institutions, if any
4. Appraisal report from Bank/Financial Institution
5. Certificate of Incorporation/registration of the organisation, Memorandum and Articles of Association and Bye laws of the society (if applicable) partnership deed etc.
6. Bio-data/background of the office bearers/promoters of the organization
7. Blue Print of the building plan approval
8. Notarized English version of land document
9. Item wise and cost wise details of Technical civil works envisaged duly certified by Chartered Engineer (Civil)
10. Item wise and cost wise details of Plant & Machinery envisaged duly certified by Chartered Engineer (Mechanical).
11. Quotations from the suppliers of Plant & Machinery and equipment's etc. required for the project
12. Availability of raw material and Letter of intent (LOI) / MOU for procurement of raw material from suppliers
13. Marketing Strategy and Letter of intent (LOI) / MOU for marketing of products produced by the unit
14. Process Flow diagram
15. Entrepreneur's Memorandum (EM)
16. Implementation schedule indicating (a) date of acquiring land, (b) date of start of construction of building (c) date of completion of building (d) date for placing order for plant & machinery and date of installation/erection (f) date of trial production/running and (g) date of commercial production/running.
17. An affidavit duly executed on non-judicial stamp paper of Rs.100/- or more duly notarised by Notary Public affirming.
 - a) that the organisation's sister concern(s)/related company/ group company as well as the applicant company itself has not availed any financial assistance for a food processing project in the past from Andhra Pradesh Food Processing Society (APFPS). If yes, the details thereof.
 - b) that the organisation has not obtained/applied for or will not obtain any grant/subsidy from any Ministry of Central Govt. /GOI organisation/ agencies and State Government for the same purpose/activity/same components. If yes, the details thereof.

Release of Grant

The grant-in-aid amount will be released in three instalments after the beneficiary has spent his share as per the following schedule

Release of 1st Instalment:

1st instalment of 25% of the total grant under the scheme will be released after ensuring that 25% of the promoters contribution and 25% of the term loan has been spent on the project. The applicant will have to submit the following documents along with the request for the 1st Instalment.

- I. **Duly notarized Surety Bond** – To be executed by the beneficiary company on Non-Judicial stamp paper of not less than Rs. 100/- (**Appendix-A**).
- II. **Duly notarized Affidavit** – To be executed by the beneficiary company on Non-Judicial stamp paper of not less than Rs. 100/- (**Appendix-B**).
- III. **Bank Certificate** certifying that they have released 25% of term loan and have no objection on release of 1st instalment of grant being provided by state(**Annexure-C**).
- IV. **Chartered Accountant Certificate** – Actual expenditure incurred on the project showing the means of finances and 25% utilization of Promoters contribution,25% of Term loan(**Appendix-D**).
- V. Invoices/receipts from the suppliers/vendors.
- VI. Bank statement highlighting the payment made to suppliers
- VII. Certificate of the Chartered Engineer (Civil) for technical civil works indicating item wise progress, cost, quantity, manufacturer/supplier and comment on quality.
- VIII. Certificate of the Chartered Engineer (Mech.) for Plant & Machinery indicating item wise progress, cost, quantity, manufacturer/supplier and comment on quality.
- IX. Compliance of conditions imposed in the approval letter of the grant-in-aid, if any.
- X. Site inspection of Consultant / PMA to ascertain the physical progress and assess the eligible project cost to arrive and release of Grant-in-aid.
- XI. Submission of Statutory clearances / approvals
 - a. Consent for Establishment from Pollution control board
 - b. Approval of Building plan
 - c. NOC from Gram panchayat

Release of 2nd Instalment:

The second instalment of 50% of the total grant may be released by the competent authority based on submission of the documents on utilization of the first instalment of the grant released and also the utilization of 75% of the Term Loan and 75% of the Promoter's contribution.

- I. **Utilization Certificate** –Duly certified by the C.A. and countersigned by the Bank and promoter of the beneficiary company(**Appendix-E**)

- II. **Bank Certificate** – certifying that they have released 75% of term loan and 1st instalment of grant released by the State. They have no objection in releasing 2nd instalment of grant being released by States **.(Annexure F)**
- III. **Chartered Accountant Certificate** – Actual expenditure incurred on the project showing the means of finances and 75% utilization of Promoters contribution, 75% of Term loan and 1st instalment of released grant. **(Appendix-D)**
- IV. **Certificate of the Chartered Engineer (Civil)** for technical civil works indicating item wise progress, cost, quantity, manufacturer/ supplier and comment on quality.
- V. **Certificate of the Chartered Engineer (Mech.** for Plant & Machinery indicating item wise progress ,cost, quantity, manufacturer/ supplier and comment on quality.
- VI. Bank statement highlighting the payment made to suppliers
- VII. Compliance of conditions imposed at the time of release of 1st Instalment of grant, if any.
- VIII. Site inspection of Consultant / PMA to ascertain the physical progress and assess the eligible project cost to arrive and release of Grant-in-aid.

Release of 3rd Instalment:

The Third and final instalment of the grant may be released by the competent authority based on submission of the documents specified below by the unit the first and second instalment of the grant released and also the utilization of 100% of Term Loan and 100% of Promoter's contribution.

- i. **director.nrcb@icar.gov.in**
- ii. **directornrcb@gmail.com**
- iii. **nrcbdirector@gmail.com** **Certificate** –Duly certified by the C.A. and countersigned by the Bank and promoter of the beneficiary company **(Appendix-E).**
- iv. **Bank Certificate** – certifying that they have released 100% of term loan and 2nd instalment of grant released by the State. They have no objection in releasing 3rd instalment of grant being released by State **(Annexure-F).**
- v. **Chartered Accountant Certificate** – Actual expenditure incurred on the project showing the means of finances and 100% utilization of Promoters contribution, 100% of Term loan and 2nd instalment of released grant. **(Appendix- D).**
- vi. Bank statement highlighting the payment made to suppliers
- vii. Certificate of the Chartered Engineer(Civil) for technical civil works indicating item wise progress, cost, quantity ,manufacturer/ supplier and comment on quality.
- viii. Certificate of the Chartered Engineer (Mech.) for Plant &Machinery indicating item wise progress, cost, quantity, manufacturer/ supplier and comment on quality.
- ix. Compliance of conditions imposed at the time of release of 2nd Instalment of grant, if any.

- x. Site inspection of Consultant / PMA to ascertain the physical progress (start of commercial operations) and assess the eligible project cost to arrive and release of Grant-in-aid.
- xi. Before release of 3rd & final instalment of grant-in-aid, eligible grant-in-aid for the project will be re-calculated based on the proposed/appraised /actual cost, whichever is less, for the already approved items and released accordingly.
- xii. Submission of Statutory clearances / approvals
 - a. Consent for Operations from Pollution control board
 - b. Approval from Fire & Safety Department
 - c. License from FSSAI
 - d. Electricity load release certificate