

No.1-42/2005-PC(Vol.7)
Government of India
Ministry of Food Processing Industries
Panchsheel Bhawan, August Kranti Marg
New Delhi-110049

Dated: 01.07.2008

To,

All Banks/ Financial Institutes

Subject: Decentralization of Scheme on Technology Upgradation/ Establishment/ Modernization of food Processing Industries – submission of the required documents for release of 1st/ 2nd installment of MFPI grant.

Sir,

I am directed to inform that, as per the guidelines prescribed by MFPI, the following documents will be obtained by the Bank Branch and sent in **Original** to the Under Secretary (PC Division), Ministry of Food Processing Industries, Panchsheel Bhawan, August Kranti Marg, New Delhi – 110049, as indicated below:-

For release of 1st installment:

1. **Surety Bond** – (in prescribed formate as per Annex. A) to be executed by the beneficiary company on Non-Judicial stamp paper of not less than Rs. 100/-
2. **Affidavit** – (in prescribed formate as per annex. B) to be executed by the beneficiary company on Non-Judicial stamp paper of not less than Rs. 100/-
3. **Bank Certificate** – as per the formate at Annex. C

These documents to be sent to the Ministry immediately after branch has recommended the first installment of grant amount on the e-portal.

For release of 2nd installment:

1. **Utilization Certificate** – (in prescribed format of GFR 19-A as per annex.D) duly certified by the C.A. and countersigned by the Bank and promoter of the beneficiary company.
2. **Chartered Accountant Certificate** – (in prescribed formate as per annex. E) for the actual expenditure incurred on the project, showing means of finances of 100% utilization of Promoters contribution ,Term loan and 1st installment of MFPI grant.
3. **Bank Certificate** – as per the format at Annex. F

These documents to be sent to the Ministry immediately after branch has recommended the second installment of grant amount on the e-portal.

The above documents to be sent for both in respect of the pending proposals sent to the banks for processing and disbursement as well as fresh applications received by the banks. Nodal officers in the Focal Point Branches are therefore requested to suitably inform their branches accordingly as above.

Yours faithfully,

Encl. as above

Sd/-

(Kashi Nath)

Under Secretary to the Govt. of India

SURETY BOND

Annex.

A

KNOW ALL MEN BY THESE PRESENTS that we, M/s _____, a _____ (Type of organization) incorporated / registered under the _____ (Name of the Act) and having its registered office at _____ (hereinafter called the "Obligiers") are held fully and firmly bound to the President of India (hereinafter called the "Government") for the sum of Rs. _____ (Rupees _____ only) well and truly to be paid to the Government on demand and without a demur for which payment we firmly bind ourselves and our successors and assignees by these presents.

SIGNED on the _____ day of _____ in the year Two Thousand _____.

WHEREAS on the Obligiers' request, the Government as per Ministry of Food Processing Industries's Sanction Order No. _____ Dated _____ (hereinafter referred to as the "Letter of Sanction") which forms an integral part of these presents, and a copy whereof is annexed hereto and marked as Annexure-I, agreed to make in favour of the Obligiers grants-in-aids-in-aid of Rs. _____ (Rupees _____ only) for the purpose of _____ (description of the project) at _____ out of which the sum of Rs. _____ (Rupees _____ only) have been paid to the Obligiers (the receipt of which the Obligiers do hereby admit and acknowledge) on condition of the Obligiers executing a bond in the terms and manner contained hereinafter which the Obligiers have agreed to do.

NOW the conditions of the above written obligation is such that if the Obligiers duly fulfill and comply with all the conditions mentioned in the letter of sanction, the above written Bond or obligation shall be void and of no effect. But otherwise, it shall remain in full force and virtue. The Obligiers will abide by the terms & conditions of the grants-in-aid by the target dates, if any specified therein.

THAT the Obligiers shall not divert the grants-in-aids and entrust execution of the Scheme or work concerned to another institution(s) or organization(s).

THAT the Obligiers shall abide by any other conditions specified in this agreement and in the event of their failing to comply with the conditions or committing breach of the bond, the Obligiers individually and jointly will be liable to refund to the President of India, the entire amount of the grants-in-aid with interest of 10% per annum thereon. If a part of the grants-in-aid is left unspent after the expiry of the period within which it is required to be spent, interest @10% per annum shall be charged upto the date of its refund to the Government, unless it is agreed to be carried over.

The Obligiers agree and undertake to surrender / pay the Government the monetary value of all such pecuniary or other benefits which it may receive or derive / have received or derived through / upon unauthorized use of (such as letting out the premises on adequate or less than adequate consideration or use of the premises for any purpose other than that for which the grants-in-aid was intended of the property) buildings created / acquired constructed largely from out of the grants-in-aid sanctioned by the Government of India, Ministry of Food Processing Industries or the administrative Head of the Department concerned. As regards the monetary value aforementioned to be surrendered / paid to the Government, the decision of the Government will be final and binding on the Obligiers.

AND THESE PRESENTS ALSO WITNESS THAT the decision of the Secretary to the Government of India in the Ministry of Food Processing Industries on the question whether there has been breach or violation of any of the terms or conditions mentioned in the sanction letter shall be final and binding upon the Obligers and

IN WITNESS WHEREOF these presents have been executed as under on behalf of the Obligers the day herein above written in pursuance of the Resolution No. _____ Dated _____ passed by the governing body of the Obligers, a copy whereof is annexed hereto as Annexure-II and by _____ for and on behalf of the president on the date appearing below:-

Signature of the AUTHORISED SIGNATORY
Signed for and on behalf of
(Name of the Obliger in block letters)
(Seal / Stamp of Organization)

1. Signature of witness
Name & Address

2. Signature of witness
Name & Address

TO BE FILLED UP BY THE MINISTRY OF FOOD PROCESSING INDUSTRIES

(ACCEPTED)

For and on behalf of the President of India

Name: _____

Designation: _____

Dated: _____

Notary Seal &
Signature

Rs. 100 Stamp Paper

Annex.

B

AFFIDAVIT

I, _____ s/o _____ aged _____ yrs is the Partner/Proprietor/Promoter/Director of M/s _____ (*Name of firm and address*) _____ hereby affirm and I declare and also certify that our firm has not obtained or applied/ will not obtained grant for the same purpose or activity from any other Ministry or Department/ Agency of the Government of India or State Government.

2. I also affirm that our firm has not availed any grant earlier under the scheme for the purpose at the same location; and
3. I further affirm that our Firm/ Company or sister concern (s) has not availed/ shall not avail more than two grants (including this grant) from MFPI under the Scheme for Technology Upgradation/ Establishment/ Modernization/ Expansion of food processing units and;
4. that our firm/ Company or our sister concern(s) have not availed of more than one grant (including this grant) from MFPI for oilseed sector/ grain milling sector under the above scheme.
5. I also affirm that all the documents, declarations/ explanations/ information's etc. submitted by the company from time to time are true, correct and complete to the best of the my knowledge and belief.

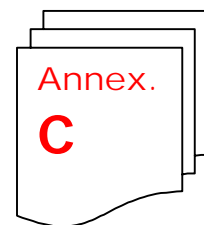
Deponent

Verification :

Verified that the content of this affidavit are true and correct to the best of the knowledge and belief of the deponent and no part of this affidavit is kept concealed therein, If anything is found false in this Affidavit subsequently deponent and organisation shall be liable jointly and severally for action under the laws, hence verified at (Place) on (Date) .

Deponent

**Notary Seal
& Signature**



(Letter Head of the Bank)

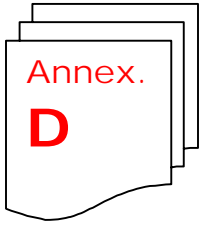
Certificate

1. Certified that the branch has scrutinized the application of M/s (Name and address of the company) for MFPI grant as per guidelines of the Ministry of Food Processing Industries and arrived at the grant of Rs..... lakhs.
2. It is further certified that M/s (Name and address of the company) has furnished Surety Bond/ Affidavit for First installment as per prescribed format duly notarized.
3. Surety Bond & Affidavit for disbursement of 1st installment in original received from the company is enclosed.

(Signature)
(Name)
(Branch Manager)

Under Secretary (PC)
Ministry of Food Processing Industries
Panchsheel Bhavan, August Kranti Marg
New Delhi – 110 049

PROFORMA AS PER GFR 19-A



(See Government of India's Decision (1) below rules 150) form of Utilization Certificate.

for	S. No.	Letter No. & Date	Amount	
				Certified that out of Rs. _____ of grant-in-aid sanctioned during the year _____ in favour of _____ under this Ministry/ Department letter No. given in the margin and Rs. _____ on account of

unspent balance of the previous year, a sum of Rs. _____ has been utilized for the purpose of _____ for which it was sanctioned, that the balance of Rs. _____ remaining un-utilized at the end of the year _____ has been surrendered to Government (vide No. _____ dated _____) will be adjusted towards the grants-in-aid payable during the next year _____.

2. Certified that I have satisfied myself that conditions on which the grant-in-aid was sanctioned have been dully fulfilled/ are being fulfilled and that I have exercised the following checks to see that the money was actually utilized for the purpose for which it was sanctioned.

Kinds of checks exercised.

- 1.
- 2.
- 3.

Signature __ (CA) _____
 Designation _____
 Date _____

Counter signature of promoter of company with Seal

Counter signature of Branch Manager with Seal

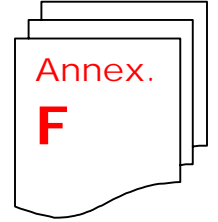
CA certificate (With membership No. of CA) in the following format:-

i)	Sl No.	Name of the Component/Item	Project Cost	Cost appraised by the Bank	Actual Cost/expenditure Incurred as on date _____
	1.	Land			
	2.	Building/ Civil Works			
	3.	Plant & Machinery			
	4.	Misc. fixed asset			
	5.	Other's			
		Total			

ii)	Means of finance				
	Sl. No.	Item	As per project	As per appraisal report	Actual as on date _____
	1.	Promoter's equity			
	2.	Term Loan			
	3.	Unsecured Loan			
	4.	Grant from MFPI			
	5.	others			
		Total			

Details of unsecured loans, if any, duly certified by CA.

Signature and Seal of C.A.



(Letter Head of the Bank)

Certificate

1. Certified that the branch has scrutinized the application of M/s (Name and address of the company) for MFPI grant as per guidelines of the Ministry of Food Processing Industries and arrived at the grant of Rs..... lakhs out of which Rs. as 1st installment of grant has been credited in the account of the company.
2. It is further certified that the unit of M/s (Name of the company) at (location of unit) has been inspected and physically verified by the bank and found that it has been established as per the proposal submitted in the application. The Unit has started commercial production on ...(date)... and is running satisfactorily.
3. C.A. Certificate on total expenditure incurred and actual Sources of funds indicating 100% utilization of promoter's contribution and Term Loan on the project and Utilization Certificate for the first installment (as per GFR 19A) in original received from the company is enclosed.

(Signature)
(Name)
(Branch Manager)

Under Secretary (PC)
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