

Checklist for Completeness of Application under M-SIPS

Section I: Applicant Details

Sl. No.	Head	Documents Reqd.
1.1	Name of Applicant	
1.2	Legal Status	CIN number issued by MCA21
1.3	Applicant Details	Address, Phone, Email
		PAN, Service Tax, Central Excise Registration number
		For Publicly Listed Companies: 2 Independent Equity Analyst Reports (<3 Months Old)
		External Credit Ratings
		Nature of Business
		Experience
		Geographical Reach
	Achievements (Related)	
1.4	Promoter Details (Stake >10%)	PAN number of Promoters/Promoter Companies
1.5	Reference Details (Name, Designation, Address, Email, Ph, Fax)	Principle Lead Banker, + 1 More Bank
		Details on lines of credit (No. of banking relationships, Banking facilities, Debt and Equity Market Position)
		Three Dealers, Three Suppliers
1.6	Pending Legal Cases	Certificate from company secretary/board
		Self-Certificate declaring company not blacklisted by any government department
1.7	Consortium Details (Roles & Responsibilities between consortium members)	Self-Certified Copy of Agreements
1.8	Key Personnel Details (Name, Designation, Address, Phone, Email)	Contact Details of Three Senior employees of Applicant who are going to be associated with the Project and details of Authorized representatives
1.9	Financial Details (Last 4 Years)	Self-Certified details of Revenue (In Rs. Cr) PBT and PAT- by Key Product Lines and Geographic Area (Last 4 Years)

Sl. No.	Head	Documents Reqd.
		Details of Funds Received from Govt/Owners or other financing agencies
		Key Financial Indicators – ROI, ROCE, EBITDA Margin
		Major Investment / fund raising / public listing plans in the next 3 years and current status of those projects
		Capital Market data with last 12 months stock price movement

Section II:

S.No	Heading	Documents Required
2.1	Name & Details of EMC within which project is located	DEITY Notification Reference Number

Section III: Project Proposal

S.No	Heading	Documents Required
3.1	Verticals under which applied	
3.2	Project Proposal: DPR, DPR Exec Summary	Description of Project (Nature, Scope & Objectives)
3.3	Technology Details	Manufacturing Process flow : i) Diagram ii) At each stage of the process flow diagram associated capital equipments with throughput and cost on one side and input raw material/components and quantity on other side
		Name of Technology
		Advantages over similar technologies
		Current players in India/Abroad who have adopted similar technology
		IP Status for Technology being proposed
		Name & Address of Tech Provider
		Copy of technology agreements with technology provider
		Summary of Experience in the products and markets being served by Tech Provider

		Justification for technology being State-of-the-Art
		Proposed Product Features and Characteristics
		Potential Customers to be targeted and expected revenues from major customers
		Planned mix of export and sales in the domestic market
3.4	Operations and Facilities Analysis	Summary of Internal and External market research reports supporting the marketing plan
		Location being considered and readiness, if already decided then name state and district (complete address to be provided)
		Whether Location is in SEZ or Non-SEZ
		Documentation showing ownership and possession of land
		Planned building size and infrastructure requirements
		Details of proposed occupancy (Self Owned or Leased)
		Proposed Commercial Capacity
		Availability of required raw material, water, electricity, gases, labor
		Expansion Opportunities
3.5	Costs of Project (Up-to 10 Years) including break-up of capital expenditure and timelines for implementation	Copy of Industrial Entrepreneurs' Memorandum in DTA or Approval under SEZ Scheme
		Total Estimated Cost of the project including average operating expenses, Maintenance and Capital Expenditure (upto 10 years)
		Size of Overall Investment (Rs. Cr) (with clear outline phase- wise)
		Details of investment in items of CAPEX (PI provide detailed list of along with the estimated cost)
		Project plan with implementation schedule and key milestones including proposed date of commencement (please provide phase-wise details in case of multi-phase application)
		Key assumptions for Projections
		Forecasted returns (till 10 years from date of approval) ROI and Breakeven estimates with & without govt. support
		Projected Financial Statements (P&L, Balance Sheet, and Cash flows) (10 years from project approval): Detailed income and expense break up, income should include product / segment wise sales and assumed selling price
		Estimated Running Operating Expenses to be incurred after the start of commercial production by product segments under COGS, R&D, General and Administrative Overheads

		Variable Cost per Unit (Key Products)
		NPV, ROI, IRR (with and without support)
		Break Even Period with and without support
		Sensitivity Analysis (with atleast one adverse scenario with justification)
3.6	Risk Analysis & Sustainability Plan	Risk related to business, Industry, Environment, Technology, Legal & Regulatory Risk, Operational and financial Risk
3.7	Regulatory Treatment	Proposed Process and Time-Lines for obtaining clearances Information on Licenses, Permits, 3 rd Party Approvals

Section IV: Financial Closure Details

S.No	Heading	Documents/Details Required
4.1	Information	Sources of Funding (e.g. Internal, Equity, Debt, promoters contribution etc.)
		Investor details for each source of fund
		Details of Principal Bankers for the investment (if applicable)
		Copy of bank/FI Appraisal Note (if applicable)
		Company Secretary certified copy of sanction letter and the Term Loan Agreement for Debt (if applicable)
		Company Secretary Certified Copy of Board Resolution for Equity for companies or equivalent for other legal entities (if applicable)
		Proof of Equity brought in as per project schedule. In case of term loans, as per term agreement ---Of Equity providers and / or -Of FI's Providing Debt/Equity (if applicable)

Section V: Initial Application Fee Details

S.No	Heading	Documents Required
5.1	Application Fee	Details of Demand Draft: No. date, Bank Name and Branch(pl enclose a DD)