

JAMMU & KASHMIR DEVELOPMENT FINANCE CORPORATION LTD

LOAN APPLICATION FORM (ABOVE Rs.50 LAKHS)

(FOR OFFICE USE ONLY)

REFERENCE NO.	:
DATE OF RECEIPT OF APPLICATION	:
APPLICATION FEE RECEIVED	: Rs
	VIDE CASH SCROLL NO
	DATED
NAME OF THE APPLICANT	:
ADDRESS	:

PHOTOGRAPH(S)*

* to be attested by a Gazetted officer

The Managing Director, J&K Development Finance Corporation Ltd., Srinagar / Jammu.

Dear Sir,

/we	intend	to set and requ	•			manufacture Term Loan o	
epay	able with					pital of Rs	
The re	quisite in	formation is	given h	ereunder	:-		
1.	Name o	f the Indus				letters) M/s	
2	Address						
	a)		d Office				
	b)	Factory (Present /					
	C)	Address f correspor	-				
	d)	Telephone	No's				
		Fax No. :				E. mail:	
3.		<u>ution</u> : put tick mark)				
		Sole Pro Partners HUF Compan	hip	ship /			
			•				

6. Line of Manufacturing Activity

1.	Dio Data of main Fromoters / i	ai liitei S			
S. No	Name & Address	Qualifi- cation	Age	Experience	Capital deployed or agreed to be deployed for this unit
1					
2					
3					
4					

(Attach on separate sheets the details of Sister/ Allied Concerns in which the above Promoters/Partners are interested as directors/Partners/Promoters. Also give names of the bankers with whom these concerns are dealing and indicate facilities availed from them credit rating if any allotted to these concerns by the said bankers, Health code and rate of interest being charged. Please advise your bankers to give full information to the Corporation as & when a request in this regard is made to them by the Corporation. Attach a copy of letter addressed to the bankers in this behalf. Please attach the copies of the latest Income Tax Assessment orders of the Promoters / Directors / Partners as also the sister concerns besides indicating whether the liabilities on a/c of sales tax, Excise and other statutory obligation have been settled up to date.)

Enclosures :

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- a) Memorandum & Articles of Association
- b) Audited Balance Sheets/P&L A/C for last three years of the concern and also of Promoters & Sister concerns.
- c) Projected Fund Flow Statement (for three years)

Bio Data of main Promoters / Partners

- d) Copy of Agreement entered into amongst the Promoters with the Share holding pattern.
- e) Statement of Assets & Liabilities of Promoters/Partners with value duly certified.

8. Permissions / Licenses/ Registration obtained/Required:

Registration certificate (SIA/DIC) Power Sanction letter Pollution Control Board clearance NOC from Forest Deptt. in case of	(Enclose copy) (Enclose copy) (Enclose copy)
Wood based industry Registration /License from Drug	(Enclose copy)
Controller in case of Pharmacy unit Tourism Deptt in case of Hotels/	(Enclose copy)
Guest House	(Enclose copy)
Sale Tax	(Enclose copy)
Excise Deptt.	(Enclose copy)
Income Tax Deptt. PAN CARD	(Enclose copy)

	 i) Detailed information about Key Technical Staff/ Executives : (if more than four provide through Anx.) 						
S. No		Name & Designation	Age	Qualif- ication	Experience	Also indicate whether he is Promoter/ Director/ Managing Partner/Partner	
1							
2							
3							
4							
ii		Status of tax_asse	essed (Year)(In case of e	existing concerns)	
	Sa	lle Tax :					
	Ex	cise Duty :					
<u>Par</u>	ticu	llars of the Proje	<u>ct</u>				
1.	De	tails of the proje	ct for which f	inancial as	sistance is so	ught.	
	i)	Setting up of new	w plant				
	ii)	Expansion of the	existing plant				
	iii)	Diversification of	Product (s)				
	iv)	Modernization of	Plant				
2.		etails of Capacity Per day/week/mon		Presen	it Pr	oposed	
	i)	Licensed Capacit	y :				
	ii)	Installed Capacity	1:				
) Capacity Utilisat (a) Quantity (b) Value) No. of working D					
	V)) No. of Shifts :					
	vi) Employments (ir	n no.'s):				
		Technical					
		Administrativ	/e				
		Supervisory					
		Skilled worke	ers				
		Semi Skilled	workers				
		Un Skilled wo	orkers				

3	(i)	Manufacturing process
	(ii)	Bye Products Give brief write up
	(iii)	Demand Supply Gap
		idicate existing capacity viz-a- viz demand duly supported with Authentic Data.)
	(iv)	Possibilities of Diversification in the product line in future
	-	proposed process a new one or already tried in the ry /State
4 T		Arrangements:-
		Arrangements made /proposed for implementation of the project (indicate
• • •		agency is proposed for project execution on turn key basis)
(ii) No	•	ments made for Quality Control (<i>if ISI/Agmark specification are followed,</i> mark standard with particulars there of should be provided)
		· · · · · · · · · · · · · · · · · · ·
(iii)	Whethe	er intending to get ISO certification.
(iv)	If any co	ollaboration is involved (furnish a detailed write up on the collaborators
like	e plant alre	eady supplied /setup with copy of the collaboration agreement)
(v)	If any ⁻	Technical Consultants are engaged (Provide details mentioning name,
ado	dress, fee	s payable, stages of payment, scope of work assigned etc alongwith the
cop	by of Agre	ement if any).
En	close :	
i) (Copy of d	letailed techno economic Project Report / feasibility report
ii) (Copy of Go	ovt. approvals required / obtained for collaborations
(foreign co	ollaborators/foreign consultants/foreign technicians)
iii)		ne resolution passed by the Board of Directors of the Applicant company for the Term loan/working capital Term loan/working capital as per the d format.
5. Inf	rastructu	ire Arrangements:-
i)	Land/Sit	<u>te Development</u>
	Locatior	n of Land
	(Owned	I/Acquired / proposed)
	Land ac	cquired from :
	Area of	
	Total co	ost of land:
		for Factory building :
	-	for Ancillary building :

Title of land (Free Hold / Leased :

If Lease (enclose a copy of agreement)

Type of soil in terms of load bearing capacity (enclose copy of Report)

Technical Advantages in terms of location of land concerned (as proximity to source of raw materials, Market, Fuel, Water Supply, Electric supply, Transportation, Labor and disposal of wastage).

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Cost of site development (*Give details e.g. leveling, laying of roads, fencing, compound wall etc.*).

Enclose :

- a) Copy of Sale/ Lease Deed
- b) Location Map (site plan)
- c) Latest Intikhab girdawari, Indikhab Jamabandi, Ask Shajra Khasra (not more than three months old) in case land is inherited owned indicating the ownership of land (valuation certificate by Tehsildar)

ii) Building(s) :

Covered Area (give details) with type of construction, No. of floors, length, breadth total floor area, average height of each floor, cost per Sq.m, name of Contractor/Agency.

Estimated Cost (Rs. In Lacs) :

Arrangements made for construction of building (*if through Architect Provided details of Architect such as Name, Address, scope of work, fees payable, past experience, period of completion, etc. along with copy of agreement/work order issued to Architect*).

iii) Plant & Machinery/Misc. fixed Assets

- a) Existing Units (Give detailed specification / value supported with Chartered Engineers Certificate.)
- b) Proposed to be purchased

(Rs in lacs)

i) Indigenous

ii) Imported

Estimated Cost (Rs in Lacs) : _____

Basis for Selection of Equipment (P&M) (Give name /address of the Co's /Units to whom the P&M has been supplied by the proposed supplier, enclose Plant layout, copy of agreement with Machinery supplier, quotations received, copy of performance Guarantee).

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Arrangements made / proposed for Erection and Commissioning of the plant with supporting documents.....

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(iv) <u>Utilities</u> (Enclose copy of agreement with Electricity Board & copy of Electric layout of the Plant)

Source :

i) Purchased / Purchased from Govt.

ii) Own Generation Stand By arrangement	
Maximum Requirement	:
Connected Load :	:
Peak Hour Requirements	:
Power tariff Rates (per unit)	:
Cost of own Generation (per	unit) :
Estimate Cost of Power	:

(v) <u>Water Supply</u> (Enclose copy of letter of sanction & layout for the Water system)

Source of water Supply	:
Requirements (in terms of Qty.)	:
Estimated Cost of water Supply	:
Estimated Cost of the tanks/reservoir	rs:

(VI) Transport

Arrangements proposed for carrying raw material and finished goods.

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VII) Effluent Treatment / Pollution Control:

Arrangements made for effluent / treatment Pollution control (Details to be furnished along with the copy of permission from competent authorities for the same).....

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(Viii) Expected Date of starting pro	ject :		· · · · · · · · · · · · · · · · · · ·	
a) <u>Schedule of implementation</u> :		(Year_	Months	5)
(Period)	Commo	noomont	Comple	tion
	Month	<u>ncement</u> Year	<u>Comple</u> Month	year
a) Acquisition of Land	Worth	rear	Wonth	year
b) Development of Land				
c) Civil works				
Factory Building				
Machinery Foundation				
Auxiliary Building				
Admn. Building				
Misc. Building				
d) Plan & Machinery				
Indigenous				
∫ Placement of Imported order delivery at site				
Imported order delivery at site e) Arrangements for Power				
f) Arrangements for water				
g) Errection of Equipment				
h)Commissioning of Plant				
i) Procurement of Raw materials				
j) Training of Personnel				
k) Trial Runs				
I) Commercial production				

Requirement of Funds for the Project:

S.No		Expenditure already Incurred	Expenditure proposed to be incurred	Total Expenditure
(i)	Land & Site Development			·
(ii)	Construction of Building			
(iii)	Plant & Machinery			
	Indegenous			
	Imported			
(iv)	Technical know how Fees/ Feasibility report expenses			
(v)	Expenditure for training of employees			

(vi)	Misc. Fixed Assets	<u> </u>	
(vii)	Preliminary & Pre-opt Exp.		
(viii)	Provision for contingencies indicating escalation		
(ix)	Margin money for working capital		
	Total		

Source of Funds:

S.No	<u>Particulars</u>	Amt. Already incurred	Amt. proposed to be incurred	Total (Rs.in lacs)
(i)	<u>Equity (Capital)</u>			1000)
	a) Promoters contributions*			
	 b) Unsecured Loans (in the form of Loans & Deposits 			
	indicating source and interest payable against each)			
	Total	<u> </u>		
(ii)	Term Loan	<u> </u>		
(iii)	Deferred payment Arrangements(including suppliers credit)			
(iv)	Internal Cash Accruals	<u> </u>		
(v)	Other sources			
	Total			
DEE				

* Indicate source of Promoters Contribution with documentary evidence.

Raw Materials :

Type and availability of Raw materials/Method of acquisition / maximum & average stocking contemplated at installed capacity and over a period of next 5 years. *(Domestic / imported through agency)* Enclose a detailed write up about the production cycle.

NATURE OF SECURITIES TO BE OFFERED

6. <u>Primary security (1st charge)</u>

- a. Mortgage of fixed assets (immovable property viz land, Building , Plant & Machinery etc. of the unit to be created)
- b. Mortgage of existing building, Plant & Machinery etc in case the unit has not availed any loan facility.
- c. Paripasu charge on the assets created out of finance from other FI's / banks.

7. Collateral Security

	Particulars	Location	<u>Value</u>
i)	Land		
ii)	Building		
iii)	Other immovable property		

(Documentary evidence to be provided with regard to title &value thereof)

Third Party Guarantee

(Give detailed particulars of guarantors with details of Assets & Liabilities)

Power of attorney from the applicant

CERTIFICATE

I/we hereby certify that the particulars given above are furnished for the express purpose of securing loan/ financial assistance from J&K DFC Ltd. & are to the best of my /our knowledge & belief true and correct. No material fact has been concealed or withheld.

Yours faithfully,

Dated:

Signature(s)

<u>Major Banker</u> (*Type of A/c maintained & Facilities Availed-existing/* Associate concerns)

Name & Address of Bank/ FI	Type of Loan	Limit Availed (Rs)	Payment Position

Details of other Loans Availed:

Name & Address of Bank/ FI	Type of Loan	Limit Availed (Rs)	Payment Position

Assessment of working capital Requirements

(Figures in 000s of Rs)

		1 st Year	2 nd Year	3 rd Yea
I	Current Assets			
1.	Raw Material including stores			
2.	1.1 Imported (Month's consumption)1.2 Indigenous (Month's consumption)Other Consumable Spares			
3.	Stocks-in-Process (Month's cost of production)			
4.	Finished Goods (Month's cost of Sale)			
5.	Receivable other than Export and Deferred Receivables (including Bill Purchased/ discounted by banks) (Month's Domestic Sales excluding deferred payment sales)			
6.	Export Receivables (including Bills Purchased / Discounted by banks) (Month's Export Sales)			
7.	Advances to Suppliers of Raw Materials and			
8.	Stores/ Spares/ Consumables Other Current Assets including cash and Bank balances and deferred receivables due within one year (furnish individual details of major items) Total Current Assets (I)			
П	Current Liabilities			
1. 2.	Creditors for purchase of raw materials and stores/ Spares/Consumables (Month's Purchases) Advances from Customers			
2. 3.	Accrued Expenses			
3. 4.	Statutory Liabilities			
ч. 5.	Other Current Liabilities (Furnish individual details of major items)			
	Total Current Liabilities (II)			
ш	Working Capital Gap (I-II)			
IV	Margin for Working Capital			
v	Bank Borrowings			

Projections of Performance, Profitability and Repayment (Figures in 000s of Rs.)

		1 st Year	2 nd Year	3 rd Year
Α.	Production during the Year(Quantity)			
	% Utilization of installed capacity			
В.	Sales			
	1. Sales including all miscellaneous receipts			
	2. Less Excise			
	3. Net Sales			
C.	Cost of Production			
	1. Raw Material Consumed			
	2. Power and Fuel			
	3. Direct Labour and Wages			
	4. Consumable Stores			
	5. Repairs and Maintenance			
	6. Other Manufacturing Expenses			
	7. Depreciation /Development Rebate Reserve			
	Total Cost of Production			
	 Add Opening stock-in–process and finished goods 			
	9. Deduct closing stock-in process and finished goods.			
D	Cost of Sales {(7+8)-9}			
E.	Gross Profit (B-D)			
F.	Interest on			
	1. Term Loans			
	2. Working Capital			
	3. Other Loans, if any			
G.	Selling, General & Administrative Expenses			
Н.	Profit before Taxation {E-(F+G)}			

J. Net profit (H-I)

(Figures in 000s of Rs.)

1 st Year	2 nd Year	3 rd Year

Depreciation added back

Κ.

L. Net Cash Accruals

M. Repayment obligations

- 1. Towards Term Loan
- 2. Towards other Loans, if any

Total Repayment

N. Debit Service ratio (L : M)

ANNEXURE- IV

		(Fig 1 st Year	2 nd Year	3 rd Year
Δ.	Sources of Funds			
	 Cash Accruals (viz. Net Profit before Taxation) (Item H of Annexure-III) to which shall be added interest (items F of Annexure-III). 			
	2. Increase in share capital Equity/Preference.			
	3. Depreciation.			
	4. Increase in long-term loans/debentures.			
	5. Increase in deferred payment facilities.			
	6. Decrease in Unsecured loans/Deposits.			
	7. Increase in Unsecured loans and deposit.			
	 Increase in bank borrowings for working capital. 			
	9. Sales of fixed assets/investments.			
	10 Others (specify)			
	Total Sources (A)			
Β.	Disposition of Funds			
	1. Preliminary and Pre-operative Expenses			
	2. Increase in Capital Expenditure			
	3. Increase in current assets			
	3.1 Inventories			
	3.2 Others			
	4. Decrease in long term loans/debentures			
	5. Decrease in Deferred payment facilities			
	6. Increase in Investments			
	7. Interest			
	8. Taxation			
	9. Dividend (amount& rate)			
	10 Other expenses (specify)			
	Total Disposition (B)			
C.	Opening Balance			
D.	Net Surplus (A-B)			

Cash Flow Statement

ANNEXURE-V

Form of Letter Addressed to the Bankers of the Applicant/Company/Society

The Manager,

(Name & Address of Bank (s)).

Dear Sir,

We hereby authorize you to discuss with the J&K Development Finance Corporation Ltd. to which we are making an application for grant of financial assistance, our affairs or any matter relating thereto and to disclose such information or furnish such statements as the said Corporation may request of you.

Yours faithfully

(This letter should be written on printed letterhead and signed by a person(s) authorized to operate the account with the banker. It should be forwarded to the Bank and a copy should be endorsed to the J&K Development Finance Corporation Ltd.).

JAMMU & KASHMIR DEVELOPMENT FINANCE CORPORATION LIMITED (A Govt. of India Enterprise)

Regd. Office: 24-A, IInd. Extension Gandhi Nagar, Jammu (J&K)-180004. *Tele. No. 0191-2431445, Tele (fax): 0191-2431498.* **Corporate Office:** 121-Green Avenue, I.G Road, Peer Bagh, Srinagar- 190014. *Tele No. 0194-2440360, 2440290, Tele (fax) 0194-2440250.* **Website:** www.jkdfc.org.