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भारत सरकार  
Government of India



खाद्य प्रसंस्करण उद्योग मंत्रालय, भारत सरकार  
Ministry of Food Processing Industries, Govt. of India

Guidelines dated **12.11.2025**

**PMKSY**

प्रधान मंत्री किसान संपदा योजना  
PRADHAN MANTRI KISAN SAMPADA YOJANA (PMKSY)

Food Safety & Quality  
Assurance Infrastructure



# MOFPI ASSISTED FOOD TESTING LABORATORIES



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## ABBREVIATIONS

<b>BEP</b>	: Break Even Point
<b>CIEM</b>	: Committee of Independent External Monitors
<b>CRM</b>	: Certified Reference Material
<b>CLU</b>	: Change of Land Use
<b>CTE</b>	: Consent to Establish
<b>CTO</b>	: Consent to Operate
<b>DPR</b>	: Detailed Project Report
<b>DSCR</b>	: Debt Service Coverage Ratio
<b>EoI</b>	: Expression of Interest
<b>EPC</b>	: Eligible Project Cost
<b>FTL</b>	: Food Testing Laboratory
<b>FSSAI</b>	: Food Safety and Standards Authority of India
<b>GC-MS/MS</b>	: Gas Chromatography-Mass Spectrometry
<b>GoI</b>	: Government of India
<b>GSTIN</b>	: Goods and Services Tax Identification Number
<b>HoRECA</b>	: Hotel, Restaurant, Catering Agencies
<b>HPLC</b>	: High-Performance Liquid Chromatography
<b>HRMS</b>	: High Resolution Mass Spectrometry
<b>IC-PMS</b>	: Inductively Coupled Plasma Mass Spectrometry
<b>IRMS</b>	: Isotope-Ratio Mass Spectrometry
<b>IRR</b>	: Internal Rate of Return
<b>ITDP</b>	: Integrated Tribal Development Project
<b>LC-MS/MS</b>	: Liquid Chromatography-Mass Spectrometry
<b>LIMS</b>	: Laboratory Information Management System
<b>MoFPI</b>	: Ministry of Food Processing Industries
<b>MSME</b>	: Micro, Small, and Medium Enterprises
<b>NABL</b>	: National Accreditation Board for Testing and Calibration Laboratories
<b>NBFC</b>	: Non-Banking Financial Company
<b>NEDFi</b>	: North Eastern Development Finance Corporation Ltd
<b>NMR</b>	: Nuclear Magnetic Resonance
<b>OEM</b>	: Original Equipment Manufacturer
<b>PAC</b>	: Project Approval Committee
<b>PAN</b>	: Permanent Account Number
<b>PFMS</b>	: Public Financial Management System
<b>PIA</b>	: Project Implementing Agency
<b>PMA</b>	: Project Management Agency
<b>PMKSY</b>	: Pradhan Mantri Kisan SAMPADA Yojana
<b>RBI</b>	: Reserve Bank of India
<b>RTGS</b>	: Real-Time Gross Settlement
<b>TAT</b>	: Turn-around Time
<b>TC</b>	: Technical Committee
<b>TCW</b>	: Technical Civil Work
<b>TPC</b>	: Total Project Cost



## **Background**

Food safety and quality remain critical priorities for all stakeholders, including the food industry, regulatory bodies, and consumers. As new challenges and complexities in food safety emerge, stakeholders continue to enhance mechanisms to meet rigorous standards. Food testing laboratories play a vital role in this ecosystem, providing scientific analysis to determine whether food is safe for consumption and free from adulterants or contaminants.

As India's food processing sector grows, there is an urgent need to bolster Quality Assurance and Food Testing Infrastructure to support regulatory compliance and consumer health. Ensuring safe, hygienic, and wholesome food, requires testing of both domestic and imported products to check if they meet national and international standards.

The Ministry of Food Processing Industries (MoFPI) has been implementing the Food Safety and Quality Assurance Infrastructure (FSQAI) Scheme since 2005. In 2017, the scheme was incorporated as a component scheme of the Central Sector Scheme- Pradhan Mantri Kisan SAMPADA Yojana (PMKSY). The FSQAI component scheme provides financial assistance for setting up laboratories, with the objective of strengthening food-testing infrastructure across the country.

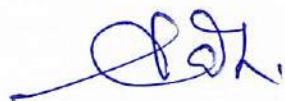
### **1. Objectives:**

- To strengthen food testing infrastructure across the country.
- To enhance the availability and accessibility of quality testing facilities for the food processing sector and other stakeholders.
- To reduce the turnaround time (TAT) for the testing and analysis of food samples.

### **2. Eligible entities:**

Any private sector organization or entity intending to set-up a food-testing laboratory exclusively for commercial food testing purposes, subject to following:

- i. **Only proposals for the setting up of new Food Testing Laboratories shall be considered.**
- ii. Only one application from one applicant will be considered.
- iii. Proposals for in-house laboratories shall not be supported.
- iv. Entities must provide their By-laws/ Memorandum of Association/ Articles of Association / relevant statutory document explicitly incorporating commercial food testing as an approved activity/ objective.
- v. The entity must possess valid registration such as GSTIN, PAN, MSME Udyam Aadhaar, or an equivalent certificate issued by the concerned authority/government, as applicable to the proposed services.
- vi. Proposals received from entities where Scheduled Caste (SC)/ Scheduled Tribe (ST) hold at least 51% stake, will be treated as SC/ST proposals.
- vii. If, at any point during project implementation, the SC/ST ownership stake falls below 51%, the project shall be cancelled. Any subsidy already disbursed shall be subject to recovery with an additional annual interest of 10%, and the Performance Security shall be forfeited.
- viii. Proposals received from entities where Women promoter hold at least 51% stake in the net worth of the entity, will be considered as proposal from Women.



ix. The entity must not be insolvent, in receivership, bankrupt, or being wound up; must not have its affairs administered by a court or a judicial officer; must not have its business activities suspended; and must not be the subject of legal proceedings for any of the aforementioned reasons. An undertaking from the promoter is required to be submitted in this regard. (**Format attached at Annexure-X**)

**3. Eligibility criteria:**

	Criteria	Eligibility Requirements
a)	<b>Promoter's Equity</b>	<ul style="list-style-type: none"> <li>➤ <b>General Areas:</b> Minimum 20% of total project cost.</li> <li>➤ <b>Difficult Areas, SC/ST, FPOs:</b> Minimum 10% of total project cost.</li> <li>➤ <b>SC/ST proposals:</b> where SC/ST member(s) hold minimum <b>51% share in the entity.</b></li> </ul>
b)	<b>Net Worth required</b>	<ul style="list-style-type: none"> <li>➤ Combined net worth of applicant must be <b>at least equal to</b> the subsidy sought.</li> <li>➤ Net worth will be calculated as per <b>Annexure-XI.</b></li> </ul>
c)	<b>Term Loan from an RBI approved Bank/ Financial Institution/ NBFC</b>	<ul style="list-style-type: none"> <li>➤ <b>General Areas:</b> Minimum 20 % of total project cost.</li> <li>➤ <b>Difficult Areas, SC/ST, FPOs:</b> Minimum <b>10%</b> of total project cost.</li> <li>➤ Loan Sanction letter date must not precede date of issue of EoI.</li> <li>➤ Thresholds must be maintained until project completion.</li> </ul>
d)	<b>Detailed Appraisal Note</b>	<ul style="list-style-type: none"> <li>➤ Issued by <b>Scheduled Commercial Bank/ NABARD/ SIDBI, or NEDFi</b> must be submitted.</li> <li>➤ Bank Appraisal Note date must not precede <b>date of issue of EoI.</b></li> </ul>
e)	<b>Past Assistance</b>	<ul style="list-style-type: none"> <li>➤ Applicants who have previously received assistance from MoFPI are eligible for a new subsidy only after 2 years of the earlier of the two events: the final instalment or the date of CTO of their last project — counted up to the EoI closing date.</li> <li>➤ An entity or its promoter(s) shall not be eligible for financial assistance for more than two projects within a period of ten years, counted from the date of commercial operation of the first project up to the date of closure of the Expression of Interest (EoI), under any sub-component of the PMKSY scheme of MoFPI</li> </ul>

**Note:**

i. *Difficult Area for proposals under this Scheme means North-Eastern States, State of Uttarakhand, State of Himachal Pradesh, Union Territories of Jammu & Kashmir and Ladakh, Notified ITDP (Integrated Tribal Development Projects) as per the ITDP declared list (Available on Ministry of tribal affairs website) and Union Territories of Andaman & Nicobar and Lakshadweep.*



#### 4. Total Project Cost (TPC):

Represents the total anticipated cost on the project.

For the purpose of subsidy calculation, TPC is bifurcated into Eligible and Ineligible components as:

**I. Eligible Project Cost (EPC)** : Components to be considered for subsidy calculation shall include:

Sl. No.	Component	Description
1.	Equipment	Equipment (excluding taxes) costing over ₹1 lakh and essential for testing food samples - including drinking water, food products, or food packaging materials.
2.	Technical Civil Work (TCW), Furniture & Fixtures	Components of Civil works and furniture & Fixtures essential for installation and operationalization of the testing equipment.
3.	NABL Accreditation Fee & CRM	Registration fee including GST for obtaining NABL accreditation and one-time procurement of Certified Reference Material (CRM), essential for obtaining NABL accreditation.
4.	<b>Laboratory Information Management System(LIMS)*</b>	A Laboratory Information Management System (LIMS) is a software-based platform used to manage, track, and document laboratory operations and data efficiently. It supports functions such as sample registration, test allocation, result entry, report generation, data storage, and quality control. LIMS ensures accuracy, traceability, and transparency in laboratory workflows and helps maintain compliance with standards such as ISO/IEC 17025 and NABL requirements.

**\*LIMS is a mandatory component for availing subsidy.**

**II. Ineligible Items** - Included in Total Project Cost but **not eligible** for subsidy:

Sl. No	Item
1.	Compound wall
2.	Approach road / internal roads
3.	Administrative office building
4.	Canteen
5.	Labour restrooms and worker quarters
6.	Security/guard room or enclosure
7.	Non-technical civil works not related to scheme
8.	Margin money, working capital, contingencies
9.	Transport vehicles

<b>10</b>	Pre-operative expenses
<b>11.</b>	Service/carriage/freight charges (except NABL fee)
<b>12.</b>	Painting of machinery
<b>13.</b>	AC ducting, office furniture, computers, etc.
<b>14.</b>	CCTV and other security systems
<b>15.</b>	Consultancy fees, taxes on machinery, taxes on TCW and Furniture & Fixture (F&F)
<b>16.</b>	Stationery items
<b>17.</b>	Equipment not directly related to food testing
<b>18.</b>	Fly catchers, hand washers, laundry equipment
<b>19</b>	Reconditioned/second-hand/old plant & machinery
<b>20.</b>	Equipment under ₹1.00 lakh or not recommended by Technical Committee.
<b>21.</b>	Fuel, Consumable, Spares & Stores

**Note:**

- i. The Project Approval Committee constituted by the Ministry will be the final authority to decide on eligibility or otherwise of items for purpose of subsidy.
- ii. The cost of land in a registered sale or lease deed, as well as expenses related to building acquisition, cost of ineligible item/components such as recurring cost for consumables/ salaries / wages etc. shall not be considered in the total project cost.

**5. Pattern of assistance:**

Assistance will be provided for the following components subject to a maximum of Rs. 5.00 crore per project :

	<b>Component</b>	<b>Details</b>
<b>1</b>	<b>Equipment</b>	<b>General Areas:</b> 50% of eligible equipment cost <b>Difficult Areas/ SC/ST/ FPOs:</b> 70% of eligible equipment cost
<b>2</b>	<b>Technical Civil Work (TCW) and Furniture &amp; Fixtures</b>	Expenditure proposed by the applicant, subject to maximum of 2% of eligible cost or Rs. 15.00 Lakhs, whichever is lower
<b>3</b>	<b>NABL Registration Fee &amp; CRM</b>	Registration fee including GST for obtaining NABL accreditation and one-time procurement of Certified Reference Material (CRM), essential for obtaining NABL accreditation.
<b>4</b>	<b>Laboratory Information Management System(LIMS)</b>	A Laboratory Information Management System (LIMS) is a software-based platform used to manage, track, and document laboratory operations and data efficiently. It supports functions such as sample registration, test allocation, result entry, report generation, data storage, and quality control. LIMS ensures accuracy, traceability, and transparency in laboratory workflows and helps maintain compliance with standards such as ISO/IEC 17025 and NABL requirements.

**Conditions:**

- a) No request for upward revision, for any reason whatsoever, in approved subsidy, will be considered.
- b) If the PIA requests dropping of any approved component(s), the corresponding proportionate subsidy (50% or 70%, as applicable) will be deducted from the total approved subsidy. The deduction in subsidy will be done from the approved /restricted subsidy even if the eligible subsidy was higher than Rs. 5 Cr.
- c) The eligible cost of equipment for subsidy calculation for setting up of Food Testing Lab will be as per the cost norms of the Ministry or as proposed by the applicant, whichever is lower. In case of any equipment, which is not reflected in the list of cost norms, then Ministry will take final decision in respect of the cost of such equipment in reference to the justification and the latest quotation (from the Original Equipment Manufacturer (OEM) or their authorized suppliers/ distributors) submitted with the application.
- d) The expenditure incurred after the date of issue of EoI and before the date of approval of the project shall be considered only if the project has been accorded final approval. The actual expenditure incurred from the term loan account and personal equity of the project shall be verified from the invoices and the bank statement. *However, the project found ineligible/not approved or not coming in final merit will not have any claim in the Ministry in any manner.*
- e) PIA is encouraged to make efforts to reduce the cost of approved equipment by exploring the best available options, such as availing combo offers or negotiating with manufacturers, suppliers, or dealers. This may lead to some changes in the actual cost of individual equipment. In such cases, the total cost of equipment approved by the PAC will remain the reference limit, and changes will be considered individual equipment-wise within that total cost.
- f) Equipment for FTL must be procured directly from the Original Equipment Manufacturer (OEM) or their authorized suppliers/ distributors. A proof in this regard needs to be submitted while seeking release of the instalment(s).
- g) Subsidy will be released subject to availability of funds.

**6. Process for filing application and documents required:**

Following documents are required to be uploaded on the SAMPADA portal of the Ministry by all applicants. No physical application/ document(s) will be accepted.

- a) Detailed Project Report (DPR), in the prescribed format as given at **Annexure-I**.
- b) Proof of submission of requisite fee.
- c) Certificate of incorporation/ registration, Memorandum and Article of Association, By-laws of the Society, Registered Partnership deed, PAN, TAN, MSME Registration Certificate, whichever applicable.



- d) CA/ Statutory Auditor certificate (prepared in accordance with statutory provisions read with conditions indicated in **Annexure-XI**) in support of net worth along with other documentary proofs as applicable or prescribed.
- e) Annual Reports and Audited Financial Statement of Accounts for last two years, where ever applicable.
- f) SC/ST certificate from the concerned Government/Authority.
- g) Details of land/ building (on ownership basis or registered leasehold) along with sale/lease deed and CLU. The lease must have a minimum term of 5 years extendable upto 09 years as per the State Government's applicable rule. In case land for the project has been taken on lease from State Government/ its entities, the policy of respective State Government in this regard will be followed.
- h) Notarized English/ Hindi version of land document in support of land title (ownership/ registered leasehold/sub-leased) in the name of PIA.
- i) Blueprint of the proposed building Plan for FTL (working section-wise).
- j) **Duly signed and stamped Detailed Appraisal Note (DAN)**, specific to the project proposal from a Scheduled Commercial Bank/NABARD/SIDBI/NEDFi issued after the date of EOI.
- k) **Duly signed and stamped Final term loan sanction letter** from a Bank /Government Financial Institution/RBI-approved NBFC issued after the date of EOI.
- l) Item-wise details of proposed laboratory equipment with specifications and cost (Basic & GST/taxes separately), as per **Annexure-II**.
- m) Item-wise and cost-wise (Basic & GST/taxes separately) break-up details of proposed Technical Civil Work (TCW) and Furniture & Fixtures (F&F) as per **Annexure-III**.
- n) Quotations from Original Equipment Manufacturer (or its authorized dealers/ suppliers) in respect of all proposed equipment for the project.
- o) Details of Food Industries in the nearby area from where business for food testing samples are targeted as per Annexure- IV.

**Note :**

- (i) With respect to clause m) & n) above, if details of GST/Taxes are not provided, the application will not be considered.
- (ii) *Mere submission of Detailed Project Report/Techno-Economic Viability Report would not make any entity eligible.*

**7. Fee and Performance Security:**

**A. Fee:**

Applicants must submit a non-refundable processing fee of ₹20,000 via Demand Draft in favor of "Pay and Accounts Officer, Ministry of Food Processing Industries, New Delhi." For SC/ST applicants, the fee amount is ₹15,000.

**B. Performance Security:**

- i) Upon selection for financial assistance, the successful applicant must submit a refundable **Bank Guarantee as Performance Security** equal to **5% of the eligible subsidy** within thirty (30) days from the date of issuance of the Ministry's approval letter.

- ii) The performance security shall remain valid for a period of (sixty) 60 days beyond the actual completion date of the project with NABL accreditation.

## 8. Selection of Proposals for Financial Assistance:

- a) Proposals will be invited by the Ministry through issuance of an Expression of Interest (EOI). Applications must be submitted online only through the Ministry's SAMPADA Portal (<https://www.sampada-mofpi.gov.in>) by clicking on the "Apply Online and Track Status here" link.
- b) The Ministry will constitute a Technical Committee (TC) and a Project Approval Committee (PAC) for scrutiny/ consideration/ approval of proposals received against EOI. Technical Committee and Project Approval Committee may be assisted by Project Management Agency (PMA) appointed by the Ministry.
- c) The Technical Committee will scrutinize applications for **prima facie eligibility** based on the eligibility criteria. Proposals found prima facie eligible would then be evaluated based on **technical parameters** and **assessment criteria**. (**Appendix-A**).
- d) A proposal will have to obtain a minimum of **60%** marks as per Technical Committee (TC) evaluation in order to be considered/shortlisted for making presentation. Provided that the minimum marks will be **45%** for an applicant belonging to SC/ST category.
- e) In respect of proposals found eligible for consideration of subsidy, recommendation(s) of the Technical Committee will be placed before Project Approval Committee for consideration.
- f) Presence of applicant or its authorized representative may be required to explain the proposal during meetings of the Technical Committee and Project Approval Committee.
- g) A merit list will be prepared based on combined score obtained including Technical Evaluation and Presentation score, and accordingly, approval will be granted in line with the Scheme Guidelines.
- h) In case of eligible proposals having equal marks, preference will be given to the proposal envisaging higher eligible project cost.
- i) The decision of the Project Approval Committee shall be final regarding eligibility or otherwise of the proposals, selection of proposals for subsidy and quantum of subsidy approved.
- j) The Ministry will issue approval letter to the successful applicants giving, inter alia, details of project, total project cost, eligible project cost, approved subsidy, completion schedule of the approved project, terms and conditions and other relevant details.
- k) Upon receiving the Approval Letter, the applicant must submit the following documents **as per prescribed formats** within the 60 days from the date of issue of the Approval Letter:
  - i. **Acceptance Letter** (Annexure-V)
  - ii. **Notarized Affidavit/Undertaking** on ₹100 non-judicial stamp paper (Enclosure-I)
  - iii. **Agency Details for PFMS Registration** (Enclosure-II)
  - iv. **Bank ECS Mandate Form** (Enclosure-III)
  - v. **Countersigned copy** of the Approval Letter
  - vi. **Bank Guarantee** equal to 5% of the eligible subsidy.



- vii. Notarized Surety Bond in prescribed format (**Annexure-VIII**) on non-judicial stamp paper of not less than ₹100/- and **Annexure-VIII (a)**, a part of Surety Bond. Original copy of Surety Bond shall be submitted to the Ministry.
- I) Once Acceptance Letter along with **Enclosure-I (Affidavit)** is received, the applicant will be called as Project Implementing Agency (PIA).
- m) The Ministry reserves the right to take a decision on the number of projects to be sanctioned from a particular location/area.
- n) The Ministry will inform the applicants whose proposals are rejected (either based on eligibility criteria or technical parameters or any other reason) along with the reasons for such rejection after completion of the process of selection.
- o) An applicant aggrieved with rejection of its proposal may prefer an appeal before the Project Approval Committee within a period of 30 days from the date of communication by the Ministry detailing the ground for such appeal.

#### **9. Implementation schedule:**

- a) Time for completion and operationalization of projects will be 24 months from the date of issue of approval letter for projects in General Areas and 30 months for projects in Difficult Areas.
- b) Delay in Time schedule may be condoned by the Secretary of the Ministry beyond the period as indicated at sub-clause (a) on account of events of force majeure. There shall be commensurate relief towards timelines without deduction in subsidy if such condonation is granted.

#### **Note:**

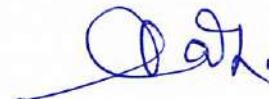
- i. *Force Majeure for the purpose of this Guidelines means act of god including drought, fire and explosion, earthquake, landslide, flood, cyclone and such other events; any unlawful, unreasonable or discriminatory action on the part of an Indian Governmental Instrumentality which is directed against the project provided that a competent court of law declares the action to be unlawful, unreasonable and discriminatory and strikes the same down; war, invasion, armed conflict or act of foreign enemy, blockade, embargo, revolution, riot, insurrection, terrorist or military action; industry wide strikes and labor disturbances, having a nationwide impact in India; a pandemic; or an event declared as an event of force majeure by Government of India for whole of India or a State Government for whole of State where project is located.*
- ii. *Condonation of delay up to six months beyond the period as indicated in Clause-9(a) on account of delay (except for reasons of force majeure) in completion of the projects may be granted by the concerned Additional Secretary/ Joint Secretary of the Ministry in consultation with the Financial Adviser of the Ministry. Condonation of delay beyond six months of the scheduled completion of the project shall be granted by the Minister-in-Charge. Irrespective of any such extension in timelines for completion of the projects, deduction in subsidy will be on basis of implementation schedule as per sub-clause (a) above.*

**10. Release of Subsidy :**

- (a) The subsidy will be released in three instalments of 50%, 40% and 10% of the approved subsidy, respectively.
- (b) Schedule for submission of claims for release of instalments (from the date of issue of approval letter) will be as under:

SI. No.	Particulars	General Areas	Difficult Areas
1	1 <sup>st</sup> instalment @50% of the approved subsidy.	Within 10 months	Within 13 months
2	2 <sup>nd</sup> instalment @40% of the approved subsidy.	Within 20 months	Within 26 months
3.	3 <sup>rd</sup> instalment @10% of the approved subsidy On Project Completion with NABL Accreditation.	Within 24 months	Within 30 months

- (c) Claim for instalments may be clubbed subject to compliance with requirements of the highest claimed instalment.
- (d) Before the release of each instalment, the Ministry will get the project visited and verified by PMA/ Ministry officials or Consultants. Apart from visit by PMA, the Ministry may also depute its officials or consultants/ experts or any other person(s) to inspect the project before release of instalments.
- (e) PIA needs to open three dedicated bank accounts with respect to
  - (i) Contribution by PIA,
  - (ii) Term loan from the bank and
  - (iii) Subsidy from the Ministry for implementation of the project.
Expenditure on the implementation of the project shall be from these accounts only.
- (f) Every page of documents uploaded on the SAMPADA portal of the Ministry for claiming release of subsidy shall be duly signed by the PIA or its authorized representative.
- (g) The final instalment of subsidy will be released after re-calculation. For this, the approved and actual cost for the already approved items will be compared and lower of the two will be considered for re-calculation of subsidy. The share of bank term loan and promoter's equity w.r.t. the respective threshold limits shall also be considered at that stage.
- (h) The Entity must obtain NABL (National Accreditation Board for Testing and Calibration Laboratories) accreditation for the food testing laboratory within four months (General Area/ Difficult Area) of the release of the second installment of the subsidy. Failure to obtain NABL accreditation within the stipulated timeframe will lead to cancellation of the project and already disbursed amount will be recovered along with 10% penal interest as well as forfeiture of the Bank Guarantee submitted as performance security.



(i) Before release of the final instalment, following has to be prominently displayed on the front of the project/ Lab –

**"Project is assisted by the Ministry of Food Processing Industries, Government of India".**

**11. Requirement of documents before release of subsidy :**

**A. First instalment (50% of subsidy):**

- i. Certificate as per **Annexure-VI** indicating that at least 50% of the equity and 50% of the Term Loan has been spent on the project after the date of issue of approval letter by the Ministry. Expenditure equivalent to 1st installment of subsidy must have been incurred by the entity before submission of documents for release of 1<sup>st</sup> instalment.
- ii. Confirmation from bank that 50% of the total sanctioned term loan has been disbursed by the Bank.
- iii. Details of the three bank accounts (current) maintained separately for
  - (a) Contribution by PIA,
  - (b) Term loan from the bank and
  - (c) Subsidy from the Ministry,along with the availability of funds under respective accounts. The PIA shall ensure that all payments on the project shall be incurred from these three accounts only. In case additional accounts are required, prior approval from the Ministry may be sought explaining the necessity of doing so.
- iv. Copies of bank statements along with an Excel sheet providing date-wise details of all payments made to the suppliers. The PIA must ensure that payments related to eligible components of the project are clearly highlighted in the uploaded bank statements. Additionally, the bank statements should clearly mention the names of the vendors to whom payments have been made. In case, vendor name is not mentioned in the bank statements, the PIA should submit a declaration of payments with the vendor name from the Bank.
- v. Building plan/ Blue Print/ Lay-out/ photo of the building. (Refer FSSAI guidelines for the purpose of Sample Appropriate Layout Plan.)
- vi. Geo-tagged photographs of the project from various angles and locations, including all the installed /available equipment shall be provided displaying the serial number of the each equipment.
- vii. Detailed list of approved equipment procured, calibrated and installed indicating the approved cost and actual cost as per **Annexure-VII (a) along with the installation report.**
- viii. Details of Technical Civil Work done and Furniture and Fixtures purchased in the food testing laboratory as per **Annexure-VII (b).**
- ix. Utilization certificate for the subsidy received earlier from Ministry of Food Processing Industries, if any.
- x. Compliance of any other terms & conditions mentioned in the approval letter of the Ministry.
- xi. Report of physical site inspection to verify the actual physical progress.



**Note:**

- i. In case of registered leasehold land, duration of lease must have a minimum term of 5 years extendable upto 09 years as per the State Government's applicable rules from the date of publication of EoI.
- ii. The Ministry/ PMA may seek additional documents for the purpose of assessment of the project or for determination of subsidy.
- iii. PIA shall bring to the attention of Ministry of any change in means of finance or any component of the project or change in plan for due consideration.
- iv. If disbursing the first installment in the prescribed proportion is not feasible due to variations in equipment costs or other justified reasons, the first installment may be fixed up to 50% of the total subsidy amount. Such deviations shall require prior approval from the Joint Secretary or Additional Secretary, PMKSY.

**B. Second instalment (40% of subsidy):**

- i. Certificate as per **Annexure-VI** indicating that 100% of equity, 100% of the Term Loan and 100% subsidy released as 1st instalment has been spent on the project after the date of issue of Approval Letter by the Ministry, as applicable.
- ii. Confirmation from bank that full (100%) term loan sanctioned has been disbursed by the Bank.
- iii. Copies of bank statements along with an Excel sheet providing date-wise details of all payments made to the suppliers. The PIA must ensure that payments related to eligible components of the project are clearly highlighted in the uploaded bank statements. Additionally, the bank statements should clearly mention the names of the vendors to whom payments have been made. In case, vendor name is not mentioned in the bank statements, the PIA should submit a declaration of payments with the vendor name from the Bank.
- iv. **Assessment Report issued by NABL is to be uploaded. Pre-assessment report will not be accepted.**
- v. Detailed list of approved equipment procured, calibrated and installed indicating the approved cost and actual cost as per **Annexure-VII (a) along with the installation report.**
- vi. Details of Technical Civil Work and Furniture and Fixture purchased/ done in the food testing laboratory under subsidy released as per **Annexure-VII (b).**
- vii. Geo-tagged photographs of the project from various angles and locations, including all the installed /available equipment shall be provided displaying the serial number of the equipment.
- viii. Compliance of any other terms & conditions mentioned in the approval letter of the Ministry.
- ix. Proof of prominent display on the front of the project stating, "Project is assisted by the Ministry of Food Processing Industries, Government of India".
- x. Report of physical site inspection to verify the actual physical progress and commercial operations of the project.

**C. Third instalment (10% of subsidy):**

- i. NABL accreditation certificate for the facility created in respect of the parameters as proposed/approved on the basis of DPR and for the tests proposed to be done by the approved equipment.
- ii. Self-declaration as to completion and commercialization of the project as per **Annexure-IX supported by relevant documents (bills/ invoices etc.)**

## **12. Change in components and cost of project :**

- a) The following can be approved by the concerned Additional Secretary/ Joint Secretary:
  - (i) Reduction in the eligible project cost (without any change in equipment, civil works, or the corresponding marks obtained under Appendix-A.)
  - (ii) Change in Bank.
  - (iii) Change in the Board of Directors or partnership structure (Promoters, entities, or partners who are not eligible to apply as on the date of the EoI shall not be considered during the implementation of the project.)
  - (iv) Change in means of finance subject to prescribed threshold.
- b) The following can be approved by the PAC
  - (i) Reduction in project components,
  - (ii) Change in components or cost of the project, other than that at (a) above,
  - (iii) Change in location
  - (iv) Change in shareholding pattern
  - (v) Reduction in the eligible project cost with change in equipment, civil works, or the corresponding marks obtained under Appendix-A.

## **13. Dovetailing of Assistance :**

PIA may dovetail assistance available under various other schemes of other Central/ State Governments, which would improve the viability of the project. While dovetailing such assistance, it will be ensured that there is no duplication of assistance for the same component/ activity of the project. Projects or parts/components of the same project supported under PMKSY should not avail benefit under other schemes of Government of India.

## **14. Monitoring and evaluation :**

- a) The Ministry may take assistance of PMA and/or Consultants in scrutiny, examination, monitoring and evaluation of proposals received against EOI and for conduct of site inspections of approved projects.
- b) The Ministry may also constitute a panel of consultants/experts for undertaking inspection of projects sanctioned under the Scheme.
- c) Pre and post approval inspection may be undertaken by the Ministry as required (PMA and/or consultant may also be assigned inspection and monitoring works). It will be binding on the entity to allow inspection/ physical verification of the Lab at any time by representatives of Ministry or an authorized representative of the Ministry.
- d) The Ministry/ PMA may request for additional documents/ information for the purpose of assessment of the project or for determination of subsidy. The PIA shall readily furnish such information/ documents sought by the Ministry/ PMA.
- e) The applicant organization shall abide by the General Financial Rules (GFR) as amended from time to time by the Government of India.



**15. Non-implementation or delay in implementation of project and adjustment, deduction and recall of subsidy :**

- a) PIA shall complete the project as per the stipulated timelines of 24 months in General Areas and 30 months in Difficult Areas.
- b) In case of non-adherence to the stipulated timelines, as per clause (a), the approved subsidy shall be deduced as below, irrespective of any extension in timelines except for reasons of force majeure:

S. No.	Delay	Deduction (% of Subsidy)
1	Up to three months	Nil
2	More than 3 months and up to 4 months	1.0%
3	More than 4 months and up to 5 months	2.0%
4	More than 5 months and up to 6 months	3.0%
5	More than 6 months and up to 7 months	4.0%
6	More than 7 months and up to 8 months	5.0%
7	More than 8 months and up to 9 months	6.0%
8	More than 9 months and up to 10 months	7.0%
9	More than 10 months and up to 11 months	8.0%
10	More than 11 months and up to 12 months	9.0%
11	More than 12 months	10.0%

**Note:**

*The period of delay is the time span between due date for project completion 24/30 months from the date of approval letter, as the case may be and the date of uploading of final acceptable documents on SAMPADA portal.*

- c) The decision of the Ministry shall be final and binding on period, quantum and deduction in subsidy.
- d) The Ministry shall have the right to close a project at any stage, after recording reasons thereof, with or without directions as to refund of subsidy released.
- e) If at any point of time, it comes to the notice of the Ministry that subsidy has been availed by manipulation/ concealment/falsification of information/facts, such subsidy released by the Ministry shall be refunded along with interest @10% per annum. Manipulation/ concealment/falsification of information/facts may also attract other civil/ criminal liabilities as per the prevailing laws.
- f) In the event that the PIA withdraws from executing the project after the issuance of the approval letter, the Bank Guarantee submitted as performance security shall be forfeited, even if the subsidy amount has not been released.
- g) In the event of PIA withdrawing from executing the project, the subsidy amount released to it, along with interest @10% per annum, by the Ministry will be returned by PIA to the Ministry within 30 days of communication for refund of such subsidy. This will also entail forfeiture of the Bank Guarantee submitted as performance security.
- h) In all the instances involving lapse or manipulation/ concealment or non-compliance of the Scheme Guidelines and terms and conditions of the approval letter, the Ministry may impose any other penalty deemed fit.



## **16. Miscellaneous Provisions :**

- (a) Interpretation of the Ministry as regards provisions of the Guidelines and/or approval letter issued by it shall be final and binding on PIA.
- (b) The Ministry may seek any clarification or direct to submit any document/ information from the applicant or the Project Implementing Agency (PIA) at any stage of implementation of the project.
- (c) The Ministry may inspect the premises of the project during or after implementation of the project. For this purpose, it may depute its officials, PMA or Consultants or any other person(s) it deems fit. Such inspection may be undertaken in-person or through virtual mode. PIA or its successor, if any, shall extend all support and cooperation in any such inspection.
- (d) PIA will comply with requirements of the Ministry of Environment, Forests & Climate Change, Government of India, or those of any other Agencies/ Authority.
- (e) The assets, acquired out of this subsidy shall not without prior concurrence of the Ministry of Food Processing Industries be disposed of or encumbered or utilized for purpose other than those for which this subsidy has been sanctioned.
- (f) Food testing laboratories to be set up under the Scheme shall not be a captive/ in-house unit of any organization/ food industry. The services of the proposed food testing laboratories shall be utilized by the public, including Food Business Operators (FBOs), the HoRECA (Hotel/ Restaurant/ Catering), and other companies for food product development.
- (g) The Ministry will not be responsible for any delay in the submission of proposals beyond the stipulated deadline as specified in the Expression of Interest (EoI). Proposals received after the prescribed time limit will not be considered. Furthermore, proposals containing incomplete information or lacking required documents may lead to rejection of proposals.
- (h) Mere submission of application with required documents against EoI does not confer any right on the applicant for claim of Subsidy under the Scheme. Subsidy will be sanctioned based on merit, evaluation of the proposal as per the assessment criteria given in **Appendix-A** and recommendation of Technical committee and Project Approval Committee.
- (i) When original documents are in regional language, they should be accompanied by notarized English/Hindi translation.
- (j) The Performance Security will be forfeited in the event of violation of any conditions of guidelines/ approval letter by the PIA. If the PIA fails to complete or withdraws from the Project after it has been approved and accepted, the Ministry will enforce the encashment of the Bank Guarantee submitted as Performance Security.
- (k) Proof of commercial operations will include GST registration certificate, GST returns /MSME Udyam Aadhaar, Invoices of the sample tested.

## **17. Jurisdiction of court :**

Any dispute, including selection of proposals or release of financial assistance, arising out of implementation of the Guidelines will be subject to courts/ tribunals having jurisdiction over Delhi.



## Appendix-A

### **Criteria for Evaluation of Proposals under the Scheme for Setting up of Food Testing Laboratory**

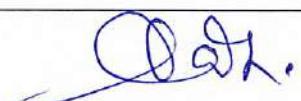
The proposals found *prima facie* eligible based on the conditions stipulated in the guidelines, will be evaluated as per the following assessment criteria:

<b>S. No.</b>	<b>Criteria for Evaluation of Proposals</b>	<b>Mark s</b>	<b>Max Marks</b>	<b>Requirement</b>
1	Possession of Appropriate Land or Building		15	
1.1	Complete land title - sale deed/registered lease* deed /possession letter/allotment letter from State Govt. agencies / MFP /APC in the name of PIA along with CLU  *The Land/ Building lease must have a minimum term of 5 years extendable upto 09 years as per the State Government's applicable rules.( 5 years shall be calculated from either the closure date of the EoI under which the proposal is submitted or the date of signing the lease deed, whichever occurs later.)	15		Registered Sale or lease deed/Sub-lease Deed by State Government. CLU approval issued by State Government. <i>Note: CLU approval must be obtained from the competent authority of the State Government.</i> <i>However, if the area has already been notified by the State Government for industrial or commercial use, separate CLU approval shall not be required.</i> <i>In such cases, a copy of the relevant Gazette Notification issued by the State Government, indicating the designated land use, must be submitted as supporting evidence.</i>
1.2	Complete land title - sale deed/registered lease deed / possession letter/allotment letter from State Government agencies/ MFP/ APC in the name of PIA without CLU.  *The lease must have a minimum term of 5 years extendable upto 09 years as per the State Government's applicable rules. (5 years shall be calculated from either the closure date of the EoI under which the proposal is submitted or the date of signing the lease deed, whichever occurs later.)	10		Registered Sale or lease deed/Sub-lease Deed by State Government.

1.3	Agreement to Sale/Purchase of Land/ Building in the name of PIA	05		Copy of Agreement (The allotment/ possession shall conclude in any case within six months from the date of signing of agreement.)
2	Economic Viability of Project Based on Bank Appraisal (Key financial parameters viz. IRR, Avg DSCR, RoI) IRR, DSCR and DER will be taken from bank appraisal note. In case, IRR and/ or DSCR are not given in the detailed appraisal note then the same will not be considered.)	15		Bank Appraisal Report
2.1	Max marks for IRR = 8 marks 8 marks shall be given if IRR $\geq 20\%$ 5 marks shall be given if IRR $\geq 15\%$ and $< 20\%$ 2 marks shall be given if IRR $\geq 10\%$ and $< 15\%$ Nil marks shall be given if IRR $< 10\%$	8		Bank Appraisal Report
2.2	Max marks for Avg DSCR = 7 marks  a) 7 marks shall be given if Avg DSCR $\geq 2.5$ b) 4 marks shall be given if Avg DSCR $\geq 2.0$ and $< 2.5$ c) 2 marks shall be given if Avg DSCR $\geq 1.5$ and $< 2.0$ d) Nil marks shall be given if Avg DSCR $< 1.5$ )	7		Bank Appraisal Report
3	Eligible Project Cost	10		As per DPR and Bank Appraisal Report
3.1	Equal to or more than ₹10 crore	10		
3.2	More than ₹7 crore and less than ₹ 10 crore	07		
3.3	Less than or equal to ₹7 crore	03		
4	Hi-end equipment:- i. GC-MS/MS ii. LC-MS/MS iii. LC-ICPMS iv. NMR v. HPLC vi. IRMS vii. HRMS	15		DPR and Bank Appraisal Report

4.1	If the proposal includes more than 3 of the above specified HI-end equipment.	15		
4.2	If the proposal includes any three of the above five specified HI-end equipment.	10		
4.3	If the proposal includes any two of the above five specified HI-end equipment.	06		
5.	A proposal from MSME* sector	07	07	UDYAM MSME Registration
6.	A proposal from a Woman entrepreneur	03	03	MOA/Deed/Current Balance Sheet
7.	Prior subsidy availed		10	
7.1	An entity that has never received a subsidy under the FSQAI component scheme.	10		Undertaking by the entity
7.2	An entity or promoter(s) of the entity that has previously received subsidy under the FSQAI component scheme, provided it proposes a lab in a new district where it does not currently own, manage, or operate any other Food Testing lab.	05		Undertaking by the entity
8.	Project proposed to be set up in a District where NABL accredited Food Testing Laboratory is not available.		05	As per the list available on NABL website on the date of EOI.
9.	Projects proposed to be set up within a logically viable distance (up to 100 km) from major airports or major ports mentioned at Annexure-XII.		05	As per Latitude/ longitude of the proposed location in DPR/ Bank Appraisal Note
<b>Sub Total</b>		85		

10	Technical Presentation by the eligible promoters before the Project Approval Committee (PAC)		15	
10.1	Presentation and explanation of Business Model	10		
10.2	For Implementation Schedule and Feasibility of the project	5		
<b>Total</b>		100		



Note : A proposal would have to obtain a minimum of 60% marks to become eligible for consideration of subsidy. Minimum marks will be 45% marks for an applicant belonging to SC/ST Category.

\* As per Notification No. S.O. 1364(E), dated 21st March 2025, issued by the Ministry of Micro, Small and Medium Enterprises, Government of India, in exercise of the powers conferred by Section 7(1) read with Section 7(9) and Section 8(2) of the Micro, Small and Medium Enterprises Development Act, 2006 — published in the Gazette of India, Extraordinary, Part II, Section 3, Sub-section (ii).



### List of Annexures

<b>Annexure-I</b>	Application Form/DPR for Setting up of Food Testing Laboratory.
<b>Annexure-II</b>	Item-wise details of proposed laboratory equipment with specifications and cost as per cost norms
<b>Annexure-III</b>	Certified cost estimates of the proposed Technical Civil Work (TCW) and Furniture and Fixtures (F&F).
<b>Annexure-IV</b>	Details of Food Industries in the nearby area from where business for food testing samples is targeted.
<b>Annexure V</b>	[ACCEPTANCE LETTER] (To be submitted on the letter Head of PIA within 60 days of receipt of approval letter).
<b>Enclosure-I</b>	UNDERTAKING (Notarized along with Board Resolution).
<b>Enclosure-II</b>	PFMS Registration.
<b>Enclosure-III</b>	ECS Mandate Form.
<b>Annexure-VI</b>	Chartered Accountant Certificate (Letter Head of the Chartered Accountant along with membership/ registration number (CA Certificate with no advance Payment.
<b>Annexure-VII (a)</b>	Details of equipment purchased and installed under subsidy released by Ministry of Food Processing Industries in the food-testing laboratory.
<b>Annexure-VII (b)</b>	Details of Technical Civil Work (TCW) and Furniture & Fixtures purchased / done in the food-testing laboratory under subsidy released by ministry of food processing industries.
<b>Annexure - VIII</b>	SURETY BOND (Notarized).
<b>Annexure - VIII (a)</b>	Board Resolution - A part of Surety Bond.
<b>Annexure-IX</b>	Self-Declaration (Letter Head).
<b>Annexure-X</b>	Declaration regarding Insolvency / Liquidation /Bankruptcy proceedings.
<b>Annexure -XI</b>	CALCULATION OF NET-WORTH
<b>Annexure -XII</b>	List of Major Airports and Ports



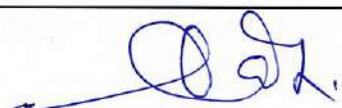
**Annexure-I**

**Application Form/DPR for Setting-up/establishment of Food Testing Laboratory**

<b>S. No.</b>	<b>Particulars</b>	<b>Details</b>
1	Name and Address of entity including Telephone, email and contact details	
2	Type of Organization	
3	Whether the entity is subsidiary of any other Company. If yes, furnish details of the same.	
4	Name and Address/Location of Food Testing Laboratory including Telephone, email with contact details etc.	
5	Name and designation of the Contact Person with Mobile No. and email address.	
6	Whether the entity belongs to SC / ST category (if yes, Certificate of SC/ST from the concerned Government Authority, to be submitted) (Ref. Para 12.1 (iv) & Para 13 (13.3))	
7	Background of the entity and their activity	
8	Objectives of the proposed project	
9	Whether any NABL Accredited food testing lab is operational in the district, where lab is proposed to be set up.	
10	The total monthly capacity of the laboratory in terms of number of samples to be tested by utilizing the proposed equipment and products to be tested.	
11	Number of Food Processing Industries situated in the region/ nearby area and other potential users who may avail testing	



S. No.	Particulars	Details
	facilities. Attach list indicating names & address of units along with their products ( <b>Annexure-IV</b> )	
12	Item-wise details of proposed laboratory equipment with specifications and cost as per cost norms <b>(Annexure-II)</b>	
13	<b>Total Project cost:</b> a. <b>Building</b> <b>Technical civil work</b> which includes only the constructed area required for housing the lab equipment, storage of samples/ chemicals/ consumables. i. <b>Non-technical civil work</b> such as office area, library, roads, boundary wall, canteen, guesthouse etc. b. <b>Laboratory Equipment</b> c. <b>Furniture &amp; Fixtures</b> <b>Total</b>	
14	<b>Means of Finance</b> a. Promoters Contribution b. Term Loan from bank c. Subsidy from MoFPI  <b>Total</b>	
15	Details of Equipment, TCW and Furniture and Fixture proposed to be installed in the laboratory indicating specifications, make & model, quantity, cost (Please furnish quotations for each proposed equipment,)- <b>Annexure IV(a)&amp; IV(b)</b>	
16	Total no. of Technical /professional manpower available and to be employed (with their qualifications and experience)	
17	Blueprint / Layout of the building Plan.	
18	Implementation Schedule- Bar chart/ Mile Stone Chart	



S. No.	Particulars	Details					
		Item	Year 1	Year 2	Year 3	Year 4	Year 5
19	Cash flow for the next five years/ Basic Revenue Projections	Turnover					
		Cost of Operations					
		Gross Profit					
		Earnings Before Interest, Tax, Depreciation and Amortization					
		Profit before taxation					
		Profit after taxation					
20	Financial Parameters	S No.	Particulars	Details (Ratio/%)	Ref Page No. in Bank Appraisal Report		
		i.	Internal Rate of Return (IRR) [(a) With and (b) without subsidy]				
		ii.	Avg. Debt Service Coverage Ratio (DSCR)				
		iii.	Break Even Point (BEP)				
		iv.	Debt-Equity Ratio (DER)				
21	Employment Generation projections (Proposed)			Proposed			
			Direct				
			Indirect				
22	Any other relevant details						

Enclosed: List of documents attached

Signature of the Applicant /Lead Promoter



Name and Designation  
Seal of the Organization

Date: \_\_\_/\_\_\_/\_\_\_

Annexure-II

Item-wise details of proposed laboratory equipment with specifications and cost as per Applicable cost norms:

S. No.	Name of Equipment	Specification	Qty.	Cost in Foreign Currency (in case of imported equipment)			Cost (in ₹ lakh)			Products to be Tested	Purpose/Parameters
				Basic Cost	Taxes (Freight, Installation, Service Charges, etc.)	Total	Basic Cost	Taxes (Freight, Installation, Service Charges, etc.)	Total		
Total											

Signature of authorized signatory with Seal



Annexure-III

**Certified cost estimates of the proposed Technical Civil Work (TCW), Furniture, and Fixtures (F&F)**

Sl. No.	Name of the TCW and F&F specific to equipment proposed	Purpose	Qty.	Cost (in ₹ lakh)		
				Basic Cost	Taxes	Total
<b>Total</b>						

**Signature of authorized signatory with Seal  
(CE Civil)**



Annexure-IV

Details of Food Industries in the nearby area from where business for food testing samples is targeted:

Sr. No.	Name of food industry	Business Export/Domestic	Approx. distance from the proposed FTL	Products manufactured	Parameters required to be tested	Expected samples	Expected revenue (₹ in lakh)

Signature of authorized signatory with Seal



[ACCEPTANCE LETTER]

(To be submitted on the letter Head of PIA within 60 days of receipt of approval letter)

**To**

Under Secretary (FTL)  
Ministry of Food Processing Industries  
Panchsheel Bhawan, August Kranti Marg  
New Delhi 110049

**Subject :** Proposal of M/s ..... for  
subsidy for ..... (setting up) of FTL at .....  
..... (address of main location) under the ..... (name of scheme)  
-reg.

**Sir,**

With reference to the approval letter No. ..... dated ..... of the Ministry of Food Processing Industries, Government of India on the captioned subject I, ..... (authorized signatory of ..... ) have carefully gone through the provisions of Scheme Guidelines and undertake to abide by the same.

**2.** I hereby also confirm that all terms and conditions mentioned in the aforesaid approval letter are unconditionally acceptable to the PIA ..... (name of PIA). Further, in no case the approved equipment/TCW/Furniture and Fixture will be changed without prior approval of the Ministry.

(Name & Signature with seal)  
(Promoter Director/Proprietor/Partner)

**Note: This acceptance is to be signed only by the Lead Promoter and not by the Authorized Signatory.**

**Enclosed:**

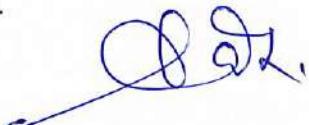
- 1. Undertaking
- 2. Agency detail for registration under PFMS
- 3. Mandate form



**UNDERTAKING**

I..... (Name of the authorized representative of PIA), son/ daughter of Mr..... (father's name), resident of ..... (residential address) declare/ undertake as under:

1. That I am authorized representative of ..... (name of PIA) having its Registered Office at ..... (office address of PIA).
2. I hereby confirm that I am duly authorized in my own right/ by management vide its resolution no. ..... dated ..... to apply and sign this undertaking on behalf of ..... (name of PIA); and am fully aware of the facts relating to the setting up of food testing laboratories at ..... (location of the project) for ..... (activities to be undertaken by project).
3. I confirm that the term and conditions of the ..... (name of the scheme) scheme of the MoFPI under which an application is made by ..... (name of PIA) have been properly read and understood by ..... (name of PIA) and I affirm that the proposal complies with all the terms and conditions of the approval letter and provisions enshrined in the scheme guidelines.
4. The proposed activities to be undertaken under the proposal are covered under the above-mentioned scheme of MoFPI and no part of the scheme/ infrastructure of the project is designed or assigned to be used for any activity other than the activities specified in the application at present or in the near future.
5. It is certified that ..... (name of PIA) has not obtained or applied for subsidy for the same project, component, purpose or activity from any other Ministry or Department of the Government of India or State Government or their agencies.
6. It is certified that ..... (name of PIA) has **received / never received** a subsidy under the FSQAI (Food Safety and Quality Assurance Infrastructure) component scheme . If received furnish details of the same.



7. It is to certify that ..... (name of PIA) has not incurred any expenditure on the project before the date of issue of approval letter by MOFPI.

8. It is to certify that disbursement of term loan sanctioned by bank for the project and its utilization will be taken up only after the date of issue of approval letter by the Ministry.

9. In case of concealment of any facts in this regard, the MoFPI would have right to reject my application at any stage and recall subsidy released, if any.

10. ..... (name of PIA) will meet, from its own resources, any shortfall due to less admissibility of subsidy or any future reduction in subsidy or any escalation in cost of the project.

11. I shall not dispose-off or encumber or shift or utilize the assets created wholly or substantially out of subsidy for purpose other than those for which they have been sanctioned, without obtaining the prior approval of MOFPI.

12. Before completion of the project, any change in ownership of the project, name of the entity, promoters of the entity, loan sanctioning Bank, loan amount will be brought to notice of MOFPI at the earliest.

13. Before addition/deletion/replacement in the approved equipment/TCW and Furniture & Fixtures, change of location of FTL and request for clubbing of instalments, prior permission of Ministry will be obtained.

14. In case of non-implementation/ delayed implementation of the project, MOFPI will have absolute right in cancelling the approval subsidy and also recall the subsidy released, if any, along with interest as per the scheme guidelines.

15. All the information furnished in the application and Detailed Project Report with respect to the eligibility conditions are true and correct to the best of my knowledge and belief and nothing material has been concealed therefrom.

**Signature of the Authorized signatory with Seal**

**Date:** .....

**Place:** .....



Agency details for PFMS Registration

1. Type of Registration: .....
2. PAN Number: .....
3. Agency Name: .....
4. Act/ Registration Number: .....
5. Date of Registration (DD/MM/YYYY): .....
6. Registration Authority: .....

(If registration Authority is not available then choose options others and provide details)

1. State of Registration: ..... (Central Agency)
2. TIN Number: .....
3. TAN Number: .....
4. PAN verify status: ..... Yes / No
5. GST Number: ..... (GST numbers maximum 15 characters)
6. Block No./ Building/ Village/ Name of Premises: .....
7. Road/ Street/ Post Office: .....
8. Area/ Locality: .....
9. City: .....
10. State: .....
11. District: .....
12. PIN Code: .....
13. Contact Person: .....
14. Designation: .....
15. Phone No.: +91.....

(Phone number starting with country code). Phone number should be 5 to 12 digits excluding country code.

1. Alternate No.: +91 .....

(Alternate phone number starting with country code). Phone number should be 5 to 12 digits excluding country code.

1. Mobile No.: +91.....

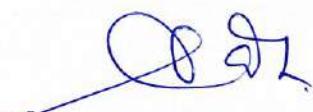
(Mobile number starting with country code)

1. Email: .....
2. Unique Agency Code: ..... (Unique agency code minimum 4 & maximum 15 characters)

**INSTRUCTIONS**

Unique Agency code is required for Agency communication with Program Division (Ministry). This will be Agency Identity in system. Unique Code will be required for generating sanction ID, which is mandatory for release of funds to agency.

**Note: This is already available on PFMS portal, here it is provided just for information to make the details ready before filling it up or forwarding to the Ministry for doing registration (as the case may be).**



Annexure V, Enclosure-(III)

**Mandate Form**

**ELECTRONIC CLEARING SERVICE (CREDIT CLEARING)/ REAL TIME GROSS SETTLEMENT (RTGS) FACILITY FOR RECEIVING PAYMENTS**

**DETAILS OF ACCOUNT HOLDER:**

NAME OF ACCOUNT HOLDER	
COMPLETE CONTACT ADDRESS	
TELEPHONE NUMBER/MOB No./EMAIL	

**BANK ACCOUNT DETAILS: -**

BANK NAME	
BRANCH NAME WITH COMPLETE ADDRESS	
TELEPHONE NUMBER AND EMAIL	
BRANCH'S IFSC CODE	
BANK ACCOUNT	Subsidy
COMPLETE BANK ACCOUNT NUMBER (LATEST)	
MICR CODE OF BANK	
TYPE OF ACCOUNT	

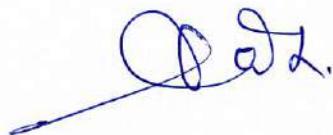
**DATE OF EFFECT: -**

I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information I would not hold the Ministry of Food Processing Industries responsible.

Date

Signature of Customer along with seal

Certified that the particulars furnished above are correct as per our records.



(Signature and Seal of Bank)

Annexure-VI

**Chartered Accountant Certificate  
(On Letter Head of the Chartered Accountant along with membership/  
registration number)**

Date: \_\_\_/\_\_\_/\_\_\_

The certification is based on the verification of books of accounts, bills, invoices, work orders, bank statements, etc. related to ..... (name of the project).

Sr. No	Name of the Component	Proposed project Cost	Approved PAC cost	Eligible Cost considered by MOFPI for calculation of Subsidy	Subsidy Approved by MOFPI	Subsidy released by MOFPI	Actual Expenditure as on date .....
1	Equipment						
2	Technical Civil Work						
3	Non-Technical Civil Work						
4	Furniture & Fixtures						
5	Recurring Cost						
6	Other Expenditure (Please specify)						
	<b>Total</b>						

**Means of Finance:**

Sr. No	Item	Proposed Means of Finance	Approved Means of Finance as per PAC	Subsidy released	Actual Expenditure as on date.....
1	Promoters contribution				
2	Subsidy from MoFPI				
3	Bank Loan				
	<b>Total</b>				

Accordingly, it is certified that the above expenditure includes only actual payments and not any advance payments.

Signature of CA with date and Seal  
Counter signature of authorized signatory of PIA

**Annexure-VII (a)**

**Details of equipment purchased and installed under subsidy released by Ministry of Food Processing Industries in the food-testing laboratory:**

**1. Name of the Laboratory:**

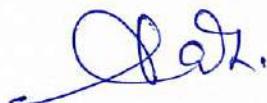
**2. Location of the lab:**

Sl. No.	Name of the PAC approved equipment	Price in US \$/EURO, etc. + Custom Duty / Service Tax, etc. (if applicable). (In the case of Imported equipment)	Exchange Rate as on ..... (Date)	Price / Value in Rupees + VAT/Service Tax etc., (if applicable)	Make / Model	Serial Number of the equipment	No. and Date of Invoice (No and date of Purchase order and Performance invoice will not be accepted)	Date of Installation of The equipment In the laboratory	Purpose of the equipment and Whether functional or not	Amount utilized Out of subsidy released By MoFPI for Purchase of equipment
1	2	3	4	5	6	7	8	9	10	11

It is certified that all the above equipment have been procured as per the above certified cost. The invoice no, date and serial number mentioned against each equipment have been verified. All above equipment have been installed on the above lab location.

**Signature of CA (with date and Seal)**

Counter signature of authorized signatory with Seal



**Annexure-VII (b)**

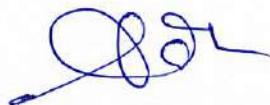
**Details of Technical Civil Work (TCW) and Furniture & Fixtures purchased / done in the food-testing laboratory under subsidy released by ministry of food processing industries**

Sl. No.	Name of the TCW and Furniture & Fixture as approved by PAC	Purpose	No. and Date and of Invoice (No. and date of Purchase order and Performa invoice will not be accepted)	Whether completed/ installed or not	Expenditure incurred	Amount utilized out of subsidy released by MoFPI
1.	2.	3.	4.	5.	6.	

It is certified that the expenditure on above TCW and Furniture & Fixtures have been verified from the invoice carrying the given number and date.

**Signature of CA (with date and Seal)**

Counter signature of authorized signatory with Seal



SURETY BOND

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 "Obligors") are held fully and firmly bound to the President of India (hereinafter called the "Government") for the sum of ₹ .....(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 this .....day of .....in the year Two Thousand .....

WHEREAS on the Obligors' request, the Government as per Ministry of Food Processing Industries approval letter No. ..... Dated ..... (hereinafter referred to as the "Approval Letter") which forms an integral part of these presents, and copy whereof is annexed hereto, agreed to make in favor of the Obligors subsidy of ₹ .....(Rupees ..... Only) for the purpose of Setting up of Food Testing Laboratory (description of the project) at....., .....(complete address of FTL) out of which the sum of ₹ .....(Rupees .....only) have been paid to the Obligors (the receipt of which the obligors do hereby admit and acknowledge) on condition of the Obligors executing a bond in the terms and manner contained hereinafter which the obligors have agreed to do.

NOW the conditions of the above written obligation are such that if the Obligors 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 Obligors will abide by the terms and conditions of the subsidy by the target dates, if any specified therein.

THAT the Obligors shall not divert the subsidy and entrust execution of the Scheme or work concerned to another institution(s) or organization(s).

THAT the Obligors 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 Obligors individually and jointly will be liable to refund to the President of India, the entire amount of the subsidy with interest of 10% per annum thereon, if a part of the subsidy is left unspent after the expiry of the period within which it is required to be spent, interest @10% per annum shall be charged up to the date of its refund to the Government, unless it is agreed to be carried over.

The obligors 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 subsidy was intended of the property) buildings created/ acquired constructed largely from out of the subsidy 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 Obligors.

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

Signature of AUTHORIZED SIGNATORY  
SIGNED FOR AND ON BEHALF OF  
(Name of the obligor in block letters)  
(seal/ stamp) of Organization)

1. Signature of witness.....

2. Signature of witness.....

Name & Address.....  
.....  
.....

Name & Address.....  
.....  
.....

Notary Seal &  
Signature

TO BE FILLED UP BY  
THE MINISTRY OF FOOD PROCESSING INDUSTRIES (ACCEPTED)  
For and on behalf of the President of India

Dated: .....



Name: .....

Designation:.....

**A part of Surety Bond**

**Resolution No.....**

**Date: .....**

**RESOLUTION**

On (Date) the Managing Committee/Board of our organization  
M/s..... have  
organised a meeting & resolved that Sh./Smt..... (Name of  
the person to be authorized) .has been authorized to stand surety on behalf of our  
Organization & also authorized to submit all the relevant documents regarding subsidy  
to the Ministry of Food Processing Industries, New Delhi.

**Partner/Director-I**  
(NAME, SIGN & SEAL)

**Partner/Director-II**  
(NAME, SIGN & SEAL)

**Partner/Director -III**  
(NAME, SIGN & SEAL)



(This annexure may be modified as per the requirement and type of the organization)

Annexure-IX

Self-Declaration (Letter Head)

Name of the proposal:

Date of Completion of the proposal:

Date of Commercial operation started:

I (Head of the Organization) Mr./Mrs..... hereby declare that the "Proposal of ..... For Setting-Up of Food Testing Laboratory" as approved by Ministry of Food Processing Industries vide letter No..... dated..... has been completed and operationalized with effect from..... The laboratory has got the NABL accreditation on..... Following approved equipment have been procured and installed successfully:

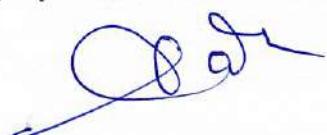
Synod.	Name of the Equipment	Date of completion of installation of instrument	Date of commercial operation started
1			
2			
3			
4			

Signature of the Head of the Organization with seal

Date: .....

Place: .....

Note: The date of completion of the project will be the date of installation of last equipment with NABL accreditation and only, thereafter, lab shall be considered as fully operational on commercial front.



**UNDERTAKING**

**The Secretary,  
Ministry of Food Processing Industries,  
Panchsheel Bhawan, August Kranti Marg,  
New Delhi – 110049**

**Subject – Declaration regarding insolvency/Liquidation/Bankruptcy proceedings.**

Dear Sir,

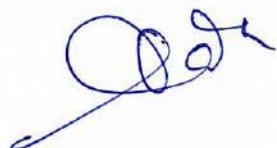
I/We, .....(Name of PIA) declare that, I/We, am/are not under insolvency resolution process or liquidation or Bankruptcy Code Proceedings (IBC) as on date, by NCLT (National Company Law Tribunal) or any adjudicating authority/authorities, which will render us ineligible for this project.

Thanking You,

**Date:**

**For and On Behalf of Bank**

Stamp and Sign (Bank)



**For and On Behalf of PIA**

Stamp and Sign (PIA)

**CALCULATION OF NET-WORTH**  
**(Only on the basis of supporting documents)**

**I. Net Worth for Companies Registered under the Companies Act, 1956 or 2013:**

**1.1 Basis of Assessment:**

As per Section 2(57) of the Companies Act, 2013, Net Worth shall mean:

the aggregate value of the paid-up share capital and all reserves created out of the profits, securities premium account and debit or credit balance of profit and loss account, after deducting the aggregate value of the accumulated losses, deferred expenditure and miscellaneous expenditure not written off, as per the audited balance sheet, but does not include reserves created out of revaluation of assets, write-back of depreciation and amalgamation.

**1.2 Documents Required:**

a) Latest annual audited balance sheet, certified by the Statutory Auditor with UDIN along with Audit Report.

**II Net Worth for Limited Liability Partnerships (LLPs)**

**2.1 Basis of Assessment:**

For Limited Liability Partnerships registered under the Limited Liability Partnership Act, 2008, Net Worth shall be computed in line with the principles applied to companies, with adaptation to the LLP structure.

Net Worth shall be calculated as the difference between Total Assets and Total External Liabilities, as reflected in the latest audited balance sheet, excluding:

- Revaluation reserves,
- Write-back of depreciation, and
- Amalgamation reserves, if any.

The Capital Contribution of the partners as per the LLP Agreement, and Accumulated Profits and free Reserves of the LLP shall be included, while any revaluation or speculative assets shall be excluded.

**2.2 Documents Required:**

- Latest audited balance sheet and profit & loss account of the LLP, certified by a Chartered Accountant with valid UDIN.
- Copy of the LLP Agreement and any supplementary agreements reflecting partners' capital contributions and profit-sharing ratios.

**2.3 Additional Clarifications:**

- The term "partners' capital" shall include all capital introduced and accumulated profits retained in the LLP.
- Personal assets or liabilities of partners shall not be included in the LLP's net worth calculation.



### **III Net Worth for Entities other than Companies and LLPs**

#### **3.1 Basis of Assessment:**

Net Worth shall be calculated as Assets minus Liabilities of the individual proprietor/partners based on CA certified Assets and Liabilities certificate with UDIN. Guarantees with a high probability of crystallization (e.g., invoked or SMA-2 accounts) shall be deducted; all other guarantees shall, at a minimum, be disclosed and assessed.

#### **3.2 Calculation Principles:**

- a. Net Worth shall be the sum of Net-worth of the Individual partner (s) and the partnership/proprietorship firm (avoiding duplication of the investment in the partner(s) capital account of the firm) & the investments of each individual partner towards the partnership firm.
- b. In case, the applicant is ongoing partnership/ proprietorship firm, the annual audited balance sheet along with audit report of ongoing partnership/ proprietorship firm shall be submitted. Accordingly net worth will be calculated as given below:
  - Net Worth based on latest annual audited balance sheet will be considered.
  - If the net worth as per balance sheet is insufficient, then, CA-certified Statements of Assets and Liabilities of individual partners/proprietors may be taken into consideration provided assets are supported by relevant documents as per the guidelines and in any case, there should not be any duplicity of any of the components of assets.
  - Valuation of personal land and building other than the land and building reflected in the latest annual audited balance sheet may be considered separately in case of proprietorship/partnership with CA certification that the final combined net worth excludes duplicated entries confirmed by the partner.
- c. Since in a partnership/ proprietorship firm, liability of partners/ proprietors is unlimited, the applicant must submit:
  - CA certified "Nil Liability Statement" with UDIN or
  - CA certified "Statement of Assets and Liabilities" of individual partners/proprietors, with UDIN.
  - Net liabilities based on these statements will be deducted while ascertaining the net worth.



### 3.3 Documents Required:

- i. CA certified net worth statements (Assets minus Liabilities) with UDIN, supported with applicable documents.
- ii. Latest annual audited Balance Sheet of the entity along with audit Report (Mandatory, if audit is applicable to the entity).
- iii. Registered Title /Ownership documents of land (with notarized English/Hindi translation if original is in vernacular).
- iv. Circle Rate Documents issued by State Governments.
- v. Building Valuation Certificate from a Government Approved Registered Valuer.
- vi. Bank Accounts Statements for 6 months prior to date of submission of application.
- vii. Fixed Deposits – Fixed Deposit Receipt with Bank no-lien letter.
- viii. Insurer's Surrender Value Certificate (not premium receipts).
- ix. Shares of unlisted companies at face value; shares of listed companies/ mutual funds at the 6-month average market price prior to date of submission of proposal excluding pledged shares, supported by Demat Account Statement showing holdings and pledge status.

### Common Conditions:

- i) Assets such as car, intangibles, jewelry, antiques, gold, cash in hand and speculative assets. etc. would not be considered for net worth.
- ii) Loans and advances given to group companies/ related concerns/ individuals will also not be considered towards computation of net worth.
- iii) Provisional balance sheet shall not be considered. Only latest annual audited balance sheet shall be considered.
- iv) Value of land and building as reflected in the latest annual audited balance sheet of the entity shall be considered for the purpose of calculation of net worth. i.e. no revaluation of land & building of entities will be considered.
- v) The applicant(s) will have to give a self-certification regarding the details of the encumbrance of the property submitted by them towards the net worth.
- vi) The applicant must ensure audited financial documents and CA certificates carry valid UDIN, issued from the ICAI UDIN Portal.
- vii) In case of Partnership / Proprietorship firm, ITR of last three financial years (complete return with computation) of individual partners shall be submitted.



**List of Major Airports as per the AERA Amendment Act 2019, as notified by the Ministry of Civil Aviation :**

1. Indira Gandhi International Airport, Delhi
2. Chhatrapati Shivaji Maharaj International Airport, Mumbai
3. Kempegowda International Airport, Bengaluru
4. Rajiv Gandhi International Airport, Hyderabad
5. Cochin International Airport, Kochi
6. Chandigarh International Airport, Chandigarh
7. Chennai International Airport, Chennai
8. Netaji Subhas Chandra Bose International Airport, Kolkata
9. Sardar Vallabhbhai Patel International Airport, Ahmedabad
10. Trivandrum International Airport, Thiruvananthapuram
11. Chaudhary Charan Singh International Airport, Lucknow
12. Jaipur International Airport, Jaipur
13. Lokpriya Gopinath Bordoloi International Airport, Guwahati
14. Calicut International Airport, Kozhikode
15. Goa International Airport, Dabolim, Goa
16. Pune International Airport, Pune
17. Jay Prakash Narayan International Airport, Patna
18. Guru Ram Dass Jee International Airport, Amritsar
19. Lal Bahadur Shastri International Airport, Varanasi
20. Biju Patnaik International Airport, Bhubaneswar
21. Swami Vivekananda Airport, Raipur
22. Tiruchirappalli International Airport, Tiruchirappalli
23. Mangalore International Airport, Mangaluru
24. Kannur International Airport Limited, Kannur
25. Sheikh Ul Alam International Airport, Srinagar
26. Shirdi International Airport, Shirdi
27. Manohar International Airport, Goa
28. Devi Ahilyabai Holkar Airport, Indore
29. Coimbatore International Airport, Coimbatore
30. Noida International Airport, Jewar
31. Veer Savarkar International Airport, Port Blair
32. Navi Mumbai International Airport, Navi Mumbai



**List of Major ports governed under the Major Port Trusts act, 1963, Ministry of Ports Shipping & Waterways:**

**Major Ports in India:**

<b>West Coast</b>	<b>East Coast</b>
1. Kandla (Gujarat)	1. Tuticorin (Tamil Nadu)
2. Mumbai (Maharashtra)	2. Chennai (Tamil Nadu)
3. Jawaharlal Nehru (Maharashtra)	3. Ennore (Tamil Nadu)
4. Marmugao (Goa)	4. Visakhapatnam (Andhra Pradesh)
5. New Mangalore (Karnataka)	5. Paradip (Orissa)
6. Cochin (Kerala)	6. Kolkata, Haldia (West Bengal)
	7. Port Blair, Haddo (Andaman and Nicobar Islands)