Appendix – SSI-I

Bio-data Form Details of Proprietor / Partners / Managing Partner / Promoters / Director / Managing Director

Please indicate inter-relationship, if any, among the partners / Directors / promoters. (Use separate sheet for each person)

| Years | Emp loy er | Designation | Last Salary Drawn |
|-------|---|-------------|-------------------|
| 11. | Experience | D : ': | T (01 D |
| 10. | Academic Qualification | | |
| | Permanent Residence | | |
| 9. | Address & Tel No. Office | | |
| 8. | Passport No. | | |
| 7. | Ration Card No. and Name of Issuing Office | fthe | |
| 6. | Are you an Ex-Serviceman | | Yes / NO |
| 5. | Whether belongs to Schedule / Scheduled Tribes / Minority Community | | Yes / No |
| 3. | Age: | 4. | Sex: |
| 2. | Name of the Father / Husband | d | |
| 1. | Full Name | | |

- 12. Functional responsibilities in the unit
- 13. Capital / Loan Contribution in the unit At the beginning:
 At present:
- 14. Reasons for joining / establishing the unit (please mention about the motivating factors)
- 15. If associated as proprietor / partner / director / shareholder with concerns other than the applicant unit, please furnish following details separately for each concern by way of enclosure
 - (i) Name and address of the branch / associates / identical concern
 - (ii) Activity of the concern
- 15.3 Functional responsibility in that concern
- 15.4 Capital / Loan contribution
- 15.5 Name of the associate concern's Banker and their address
- 15.6 Aggregate credit facilities enjoyed by The concern
- 15.7 Security offered by the concern for it s borrowing
- 15.8 Working results of the units for the Past three years.
- 16 Personal Assets and Liabilities
- 16.1 Immovable property details like Land / buildings, location, date of Acquisition, cost present value, etc.
- 16.2 Other Assets
- 16.3 Personal Liabilities, if any (including Guarantees / acceptance given)
- 17 Any other relevant information

| Place | Signature |
|-------|-----------|
| Date | |

Appendix - SSI-II

Details of Existing Fixed Assets

- A. Land
 - 1. Location
 - 2. Area
 - 3. Whether Freehold or Leasehold
 - 4. Purchase Price of Land if owned
 - 5. Rent in case of Leased land
 - 6 Terms of Lease
 - 7. Ground Rent payable per year
- B. Building
 - 1. Location
 - 2. Whether Owned or Leased
 - 3. Purchase price of Building if owned
 - 4. Rent in case of Leased / Rent Premises
 - 5. Terms of Lease

| Structure | Type of Structure | Dimensions | Area (in | Actual | Date of |
|--------------------|-------------------|------------|----------|----------|----------|
| | (Indicate "P" if | | sq.m.) | Cost (in | Erection |
| | permanent) | | | Rs.) | |
| 1. Workshop | | | | | |
| 2. Godown | | | | | |
| 3. Administrative | | | | | |
| 4. Other Buildings | | | | | |

In case the assets have been revalued or written up at any time during the Existence of unit, furnish full details of such revaluation together with the reason therefore.

Particulars of Buildings Proposed to be constructed

| Sr. | Descript | Type of | Built-1 | up Area | ı (in | Total | Rate of | Estimated | Expected |
|-----|----------|------------|---------|---------|--------|--------|-------------|--------------|------------|
| No | ion of | Constructi | metres | s) | | Floor | Constructio | cost of each | date of |
| | each | on | Leng | Brea | Avera | Area | n per sq.m. | building | completion |
| | Building | | th | dth | ge | in Sq. | | | |
| | | | | | Height | m. | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |



- Note:- 1. In case contract is awarded for construction of building, furnish details thereof such as name of contractor, amount of contract, etc.
 - 2. Other approvals from inspector of factories, drug controllers, etc., if any, should be enclosed.
 - 3. Please enclose a plan showing layout of machinery

Particulars of Machinery

| Name of Machinery and specification | Second Hand / New | Name of manufacturer / fabricator (place and Country of Origin, if imported) | Date of acquisition / Date of placement of order (actual / expected) | Expected Date of Delivery | Invoice price including taxes for indigenous Machinery / CIF for imported machinery | Estimated expenses o/a of insurance, freight, installation, import duty | Total Cost |
|--|-------------------------|--|--|---------------------------------|---|---|---------------|
| 1. Existing Machinery | | | | | | | |
| 1.1 Indigenous | | | | | | | |
| 1.2 Imported | | | | | | | |
| 2. Proposed to be acquired | | | | | | | |
| 2.1 Indigenous | | | | | | | |
| 2.2 Imported | | | | | | | |

- 1. Quotation / Catalogues / Invoice and other details in respect of each machine to be furnished.
- 2. If second hand machinery, valuation report regarding age, performance and value from competent valuer to be submitted. Also please indicate reasons for going in for second hand machinery and its depreciated value.
- 3. In case of imported machinery, please indicate mode of payment and price of the machinery in foreign currency.
- 4. In case the assets have been revalued or written up at any time during the existence of unit, furnish full details of such revaluation together with the reason therefore.

Appendix – SSI-III

Projects of Performance, Profitability and Repayment

Break-even point Break-even Quantity

%of installed capacity Break-even Value

| | | OT. | 84 | | +15 | - th |
|----|--|----------|----------|-----------------|-----------------|-----------------|
| | | 1^{st} | 2^{na} | 3 ^{ra} | 4 th | 5 th |
| | | Year | y ear | Year | Year | Year |
| A. | Production during the year (Quantity) % | | | | | |
| | Utilisation of installed capacity | | | | | |
| В. | Sales | | | | | |
| 1. | | | | | | |
| | Sales including all miscellaneous receipts Less Excise | | | | | |
| 2. | | | | | | |
| 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 | | | | | |
| 8. | Add Opening stock-in-process and finished | | | | | |
| | goods | | | | | |
| 9. | Deduct Closing stock-in-Process and finished | | | | | |
| | goods | | | | | |

| | | 1 st | 2 nd | 3 rd | 4 th | 5 th |
|----|---|-----------------|-----------------|-----------------|-----------------|-----------------|
| | | Year | y ear | Year | Year | Year |
| D. | Cost of Sales | | | | | |
| E. | Gross Profit (B-D) | | | | | |
| F. | Interest on 1. Term Loans | | | | | |
| | 2. Working Capital | | | | | |
| | 3. Other Loans, if any | | | | | |
| G | Selling, General and Administrative Expenses | | | | | |
| Н. | Profit before Taxation (E-(F+G)) | | | | | |
| I. | Provision for Taxes | | | | | |
| J. | Net Profit (H – I) | | | | | |
| K. | Depreciation added back | | | | | |
| L. | Net Cash Accruals | | | | | |
| M. | Repayment obligations | | | | | |
| | Towards Term Loan Towards Other loans, if any, | | | | | |
| N | Total Repayment | | | | | |
| N. | Debt Service ratio (L : M) | | | | | |

$App\,endix\,-\!SSI\text{-}IV$

Cash Flow Statement

| | | Construction | 1^{st} | 2 nd | 3 rd | 4 th | 5 th |
|-------|--|--------------|-------------------|-----------------|-----------------|-----------------|-----------------|
| | | Period | Year | y ear | Year | Year | Year |
| Sourc | es of Funds | | | | | | |
| 1. | Cash Accruals | | | | | | |
| | (viz. Net profit before Taxation(item H | | | | | | |
| | of Appendix – III to which shall be | | | | | | |
| | added interest (item F of Appendix 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 | | | | | | |
| 8 | Increase in bank borrowings for | | | | | | |
| | working capital | | | | | | |
| 9 | Sales of Fixed assets / investments | | | | | | |
| 10 | Others (specify) | | | | | | |
| | | | | | | | |
| | | | | | | | |
| Total | Sources (A) | | | | | | |

| Dispo | sition 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) |
| Open | ing Balance |
| | urplus (A – B) |
| Closii | ng Balance |

Projected Balance Sheet

Appendix-SSI-V

| | | 1 st | 2^{nd} | 3 rd | 4 th | 5 th |
|-------|------------------------------------|-----------------|----------|-----------------|-----------------|-----------------|
| | | Year | y ear | Year | Year | Year |
| A. | Liabilities | | | | | |
| 1. | Equity Share Capital | | | | | |
| 2. | Reserve and Surplus | | | | | |
| 3 | Term Loans | | | | | |
| 4 | Ban Borrowings for Working Capital | | | | | |
| 5 | Other Liabilities | | | | | |
| Total | Liabilities | | | | | |
| B. | Assets | | | | | |
| 1 | Gross Block | | | | | |
| 2 | Depreciation | | | | | |
| 3 | Net Block | | | | | |
| 4 | Investment | | | | | |
| 5 | Current Assets | | | | | |
| 6 | Cash and Bank Balances | | | | | |
| | Total Assets | | | | | |

Appendix –SSI-VI

Assessment of Working Capital Requirements

| | | 1 st | 2^{nd} | 3 rd | 4 th | 5 th |
|-------|--|-----------------|----------|-----------------|-----------------|-----------------|
| | | Year | y ear | Year | Year | Year |
| A. | Current Assets | | | | | |
| 1 | Raw Materials including stores 1.1 Imported (Month's consumption) 1.2 Indigenous (Month's consumption) | | | | | |
| 2. | Other Consumable Spares | | | | | |
| 3 | Stocks-in-Process (Month's Cost of production) | | | | | |
| 4 | Finished Goods (Month's Cost of Sales) | | | | | |
| 5 | Receivables other than Export and Deferred Receivables (including Bills Purchased / Discounted by banks) (Month's Domestic Sales excluding deferred payment sales) | | | | | |
| 6 | Export Receivables (including Bills Purchased / Discounted by banks) (Months' Export Sales) | | | | | |
| 7. | Advances to Suppliers of Raw Materials and Stores / Spares / Consumables | | | | | |
| 8. | Other Current Assets including Cash and bank balances and Deferred receivables due within One year (furnish individuals details of major items) | | | | | |
| Total | l Current Assets (I) | | | | | |

-2-

| | | 1 st | 2 nd | 3 rd | 4 th | 5 th |
|-------|--|-----------------|-----------------|-----------------|-----------------|-----------------|
| | | Year | y ear | Year | Year | Year |
| II. | Current Liabilities | | | | | |
| 1. | Creditors for Purchases of raw materials and stores / spares / consumables (Months' Purchases) | | | | | |
| 2 | Advances from Customers | | | | | |
| 3. | Accrued Expenses | | | | | |
| 4 | Statutory Liabilities | | | | | |
| 5. | Other Current Liabilities (furnish individual details of major items) | | | | | |
| Total | Current Liabilities (II) | | | | | |
| III. | Working Capital Gap (I – II) | | | | | |
| IV. | Margin for Working Capital | | | | | |
| V. | Bank Borrowings | | | | | |