REQUEST FOR PROPOSAL ON AVAILING SUBSIDIES ON FOOD PROCESSING

Applications are invited from the interested entrepreneurs on food processing for availing subsidies against Food Processing unit (New) (Credit Linked Back Ended Subsidy @ 50% Max. Rs. 200.00 lakhs) under MIDH 2018-19. Applications as per the prescribed format is to be submitted to the office of the undersigned within 31/07/2019 during office hours. Prescribed application format along with other necessary guidelines will be available in the same office up to 3.00 PM till 25/07/2019 and in the official website www.horti.tripura.gov.in and www.tripurainfo.com.

Copy to:-

1. The Resident Commissioner, Tripura Bhavan, Kautiliya Marg, Chanakyapuri, New Delhi-110021, with a request to display in the notice board for publication.
2. The Joint Resident Commissioner, Tripura Bhavan, 1- Pretoria Street, Kolkata-71, with a request to display in the notice board for publication.
3. The Joint Secretary, Agriculture, Govt. of Tripura, Agartala for kind information.
4. The Director, ICA, Govt. of Tripura, Agartala along with 3 spare copies of notification with request to arrange publication (single insertion) in 3 (three) nos. leading local Dailies and 3 (three) nos. National Dailies (single insertion) as per admissible rules.
5. The Nodal Officer, IT, Dte. of Horticulture & Soil Conservation, Tripura with a request for hosting the notification along with guidelines etc. of the notification on the official home page, www.horti.tripura.gov.in
6. The Managing Director, M/S tripurainfo.com at H.G.B Road, Post Office Chaumohani adjacent to Tripura State Museum, Agartala (Phone No-0381-2380566) with a request for hosting the notification along with guidelines etc. of the notification on the official home page, www.tripurainfo.com. He is requested to give a confirmation indicating the date of uploading of the notification in the web site.

(ARUN DEBBARMA)
Director
Horticulture & Soil Conservation,
Tripura, Agartala
GUIDELINES FOR SETTING UP OF FOOD PROCESSING UNIT UNDER MIDH 2018-19

OBJECTIVES
The objective of the schemes are creation of effective backward linkages and empowerment of farmers. This can be achieved by providing processing and preservation facilities at village level to help the farmers to enhance shelf life of perishable produce resulting in better remunerative prices for their agricultural produce.

Salient Features of the scheme

Eligible Sectors:- The scheme is applicable to horticulture produce such as fruits, Vegetables, spices and plantation crops.

Eligible Organization:- The individual entrepreneurs/farmers, group of entrepreneur/farmers, associations, co-operative societies, Self- help groups, non - government organizations are eligible for assistance under the scheme.

Eligible Conditions:-
   i. The Applicant Should Have Some Financial Background To Implement the Project
   ii. The proposal for the project should be duly appraised by the bank/Financial Institutions
   iii. The appraisal report should contain all the components for which subsidy is sought.
   iv. Date of commercial production should not be prior to the date of application.
   v. No second proposal from the same applicant/organization.

Release of subsidy:-

The approved subsidy shall be released in 2 installments after the beneficiary has spent his share of equity as per the following schedule:-

1. Release of first installment:-
   @ 50% of the approved subsidy amount will be released, subject to production of proof of 50% expenditure by the promoter out of its share of equity subject to production of following documents-
   i. Duly notarized affidavit- Duly notarized surety bond-to be executed on non-judicial stamp paper of not less than Rs.100 (Appendix-A)
ii. Chartered Accountant (CA) certificate - actual expenditure incurred on the project showing the means of finance and 50% utilization of promoters contribution (Appendix-B)

iii. Site inspection report by State mission Directorate/Technical Committee

**Release of second installment**-

The second installment of the subsidy will be released only after confirming the commencement of commercial production through physical verification by the State Horti Mission and submission of document specified below by the firm, utilization of 100% term loan as well as 100% of promoter's contribution.

i. **CA Certificate** - Actual expenditure incurred on the project showing the means of fiancé and 100% utilization of promoters contribution, 100% of term loan and first installment of released grant (Appendix-B)

ii. **Bank certificate** certifying that they have released 100% of term loan and first installment of subsidy being released by the state. They have no objection of in releasing second installment of subsidy being released by the state. (Annexure-II)

iii. **Chartered Engineer Certificate** - certifying the item wise and cost wise details of civil works envisaged duly certified by chartered engineer (civil) and item wise and cost wise details of plant & machinery envisaged duly certified by Chartered Engineer (Mechanical).

**Implementation of the project**

The implementation schedule of the project will be 24 months from the date of the approval of the project by the competent authority. The application for first installment should be made within 1(one) month from the date of approval failing which the project may be cancelled by the competent authority.

If the project is already completed at the time of application for subsidy, the release of subsidy will be made as per the recommendation of the State Horti. Mission /Technical Committee constituted by State Horti. Mission.
Ineligible components for subsidy:

1. Compound wall
2. Approach road
3. Administrative office building
4. Toilets
5. Labour rest room and quarters for workers
6. Sanitation room
7. Security room/enclosures
8. Consultancy fee.

In short, all expenditure on account of civil works that are not related to the production or processing is excluded. Construction activities on account of labour welfare are excluded totally.

Ineligible plant and machineries for subsidy

1. Fuel, Consumables, Spares, Stores
2. Electrical fixtures not mounted on machines
3. Computers and allied office furniture
4. Transport vehicles
5. Erection, installation and commissioning charges
6. Expenditure on painting of machineries
7. All types of service charge, freight charge and carriage charges
8. Second hand/old machined/refurbished machineries
9. Closed circuit TV Camera and related equipment
10. Stationery items

Documents required

1. Application in the prescribed format (ANNEXURE -I)
2. Detailed Project Report (DPR)
3. Sanction letter of term loan from bank/financial institutions, if any
4. Appraisal report from bank/financial institution
5. Certificate of incorporation/registration of organization, Memorandum and Articles of association and by laws of the society (if applicable) partnership deed etc.
6. Bio data/background of the office bearers/promoters of the organization
7. Blue print of the building plan
8. Notarized English version of land document (in case it is in any of the regional language)
9. Item wise and cost wise details of technical civil works envisaged duly certified by chartered Engineer (Civil)
10. Item wise and cost wise details plant and machinery envisaged duly certified by chartered Engineer (Mechanical)
11. Quotations from the suppliers of plant and machineries and equipments etc required for the project
12. Marketing strategy
13. Process flow diagram
14. SSI/IEM Registration etc.
15. Implementation schedule indicating
   a. Date of acquiring land  b. Date of start of construction of building.  c. Date of completion of building.  d. Date for placing order for plant & machineries  e. Date of installation/erection  f. Date of trial production/running and  g. Date of commercial production/running
16. An affidavit duly executed on non-judicial stamp paper of Rs.100/or more duly notarized by notary public affirming that-
   a) organization, sister concern/related company/group company as well as the applicant company itself availed any financial assistance for food processing project in the past from any source. If yes the details there of
   b) Organization has not obtained /applied for or will not obtain any grant/subsidy from any Ministry/department od Central Govt./GOI Organization/agencies and state Govt for the same purpose/activity/same components. If yes the details there of.
17. Address proof of applicant & other partners (PAN Card/Voter ID Card/Passport etc.
18. Provision of Generator set
19. Project proposal submission in three sets
20. NOC from NHB, NABARD & Industry Department regarding non-payment of any subsidy of the applicant.
21. Aadhar card no. (enclose copy)
22. Acct no of bank sanctioned the subsidy where subsidy to be deposited. (enclose copy of pass book indicating the no.)
23. PAN card no. (enclose copy)
24. Voter ID card no. (enclose copy)

\[\text{Signature}\]
### A. Promoters

1. Name & Address of the Promoter including telephone, fax, e-mail etc.
2. Type of organization like Govt. Institution/Organization, Industry Association, University, NGO, Co-operative, others etc.
3. Background/credential of applicant organization
4. Financial Status
5. Existing Industry if any

### B. Project Description

1. Name of the project
2. Location/Area of the project
3. Products/By-products
4. Process with complete flowchart
5. Technology (Indigenous/imported)
6. Capacity of the Plan/Unit

### C. Project Cost (indicating proposed cost, appraised cost separately)

1. Capital Investment (Fixed Capital)
   - i. Land/Area Cost
   - ii. Building
   - iii. Civil Works
   - iv. Technical Civil Works
2. Plant & Machinery (Indigenous) (Capacity/Specification/Cost)
3. Imported Machinery (Capacity/Specification/Cost)
4. Pre-operative expenses
5. Working Capital
6. Raw Material/Packaging (Source/Quantity/Cost)
7. Labour
8. Effluent Disposal (Method/Machinery/Cost)

### D. Means of Finance (indicating proposed & appraised means of Finance, separately)
1 **Means of Financing**
   a. Equity (Promoter/Foreign/Other)
   b. Loan (term/working capital)
   c. Assistance from other sources
   d. Fund requirement from Ministry (MoA&FW)
   Total

2 **Financial Benchmarks**
   a. Cash Flow
   b. Break Even Point
   c. Internal Rate of Return
   d. Debt Equity Ration
   e. Debt Service Coverage Ration

**E. Marketing**

1 **Marketing**
   a. Existing Market
   b. Future Demand
   c. Marketing Strategy
   d. Linkage to farm/backward linkages
   e. Forward market linkages

**F. Implementation Schedule**
   Item of work (Bar Charts/Milestone Charts may be enclosed)

**G. Personnel**
   Details of technical & Managerial personnel (Operation, maintenance, managerial, finance, marketing etc.) required & available

**H. Employment Generation-Direct/Indirect**

1. a. Direct (male & female separately)
   b. Indirect (male & female separately)

Date:
Place:

..........................................................
Signature
Name & Designation
Seal of the
Organization

Enclo : List of documents attached.
Directorate of Horticulture & Soil Conservation
Department of Agriculture & Farmers Welfare
Govt. of Tripura

No.F.2(7)/TSHM/2019-20/152-157

Dated, Agartala, the 20/6/19

REQUEST FOR PROPOSAL ON AVALING SUBSIDIES ON INTEGRATED POST HARVEST MANAGEMENT (PRIMARY/MOBILE/MINIMAL PROCESSING)

Applications are invited from the interested entrepreneurs on food processing for availing subsidies against for setting up of Primary Processing (PPC)/Minimal Processing /Mobile processing unit Credit Linked Back Ended Subsidy @55% Max. Rs.13.75 lakhs under HMNEH/MIDH 2018-19. Applications as per the prescribed format is to be submitted to the office of the undersigned within 31/07/2019 during office hours. Prescribed application format along with other necessary guidelines will be available in the same office up to 3 PM till 25/07/2019 and in the official website www.horti.tripura.gov.in and www.tripurainfo.com.

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(ARUN DEBBARMA)
Director
Horticulture & Soil Conservation,
Tripura

[Signature]

(ARUN DEBBARMA)
Director
Horticulture & Soil Conservation,
Tripura, Agartala
GUIDELINES FOR SETTING UP OF PRIMARY PROCESSING (PPC)/MINIMAL PROCESSING /MOBILE PROCESSING UNIT UNDER MIDH 2018-19

OBJECTIVES
The objective of the schemes are creation of effective backward linkages and empowerment of farmers. This can be achieved by providing processing and preservation facilities at village level to help the farmers to enhance shelf life of perishable produce resulting in better remunerative prices for their agricultural produce.

Salient Features of the scheme:-

Minimum facilities of setting up of PPCs

a. Minimum land requirement for PPC is 1.0 acre
b. Minimum processing facilities which may include facilities like weighing, cleaning, sorting, grading, packing, pre-cooling, controlled atmosphere (CA)/Modified atmosphere (MA) storage /packaging, Warehouse

definition

Minimum facilities for setting up of Minimal processing

a. Minimum land requirement for minimal processing is 1.0 acre
b. Minimum processing facilities which may include facilities like weighing, cleaning, sorting, grading, packing, pre-cooling, controlled atmosphere (CA)/Modified atmosphere (MA) storage /packaging, Warehouse
c. Min. 3 MT Capacity pick-up truck
d. Min. 3 MT capacity ripening chamber
e. There should be a mention of method to be followed for minimal processing in the DPR

Minimum facilities for setting up of Mobile Processing Unit

a. Minimum dimensions of storage space in the motor driven mobile processing unit-(8.5x20x7.5 ) feet.
b. Oven with Minimum 4 gas burners on stove top
c. Minimum 20 litres deep fat frier
d. Minimum 300 litres refrigerators
e. one deep stainless steel sink and hand washing sink
f. 6 foot stainless steel work table
g. 200 lit water storage tank
h. 1 HP pulper
i. 1 HP juice extractor
j. One required electricity generator etc.
Eligible Sectors:- The scheme is applicable to horticulture produce such as fruits, vegetables, spices and plantation crops.

Eligible Organization:- The individual entrepreneurs/farmers, group of entrepreneur/farmers, associations, co-operative societies, Self-help groups, non-government organizations are eligible for assistance under the scheme.

Eligible Conditions:-

i. The Applicant Should Have Some Financial Background To Implement the Project

ii. The proposal for the project should be duly appraised by the bank/Financial Institutions

iii. The appraisal report should contain all the components for which subsidy is sought.

iv. Date of commercial production should not be prior to the date of application.

v. No second proposal from the same applicant/organization.

Release of subsidy:-

The approved subsidy shall be released in 2 installments after the beneficiary has spent his share of equity as per the following schedule:-

1. Release of first installment:-

@ 50% of the approved subsidy amount will be released, subject to production of proof of 50% expenditure by the promoter out of its share of equity subject to production of following documents-

i. Duly notarized affidavit- Duly notarized surety bond-to be executed on non-judicial stamp paper of not less than Rs.100(Appendix-A)

ii. Chartered Accountant(CA) certificate-actual expenditure incurred on the project showing the means of finance and 50% utilization of promoters contribution (Appendix-B)

iii. Site inspection report by State mission Directorate/Technical Committee

Release of second installment-

The second installment of the subsidy will be released only after confirming the commencement of commercial production through physical verification by the State Horti Mission and submission of document specified below by the firm, utilization of 100% term loan as well as 100% of promoter,s contribution.
i. **CA Certificate**—Actual expenditure incurred on the project showing the means of fiancés and 100% utilization of promoters contribution, 100% of term loan and first installment of released grant *(Appendix-B)*

ii. **Bank certificate** certifying that they have released 100% of term loan and first installment of subsidy being released by the state. They have no objection of in releasing second installment of subsidy being released by the state *(Annexure-II)*

iii. **Chartered Engineer Certificate**—certifying the item wise and cost wise details of civil works envisaged duly certified by chartered engineer (civil) and item wise and cost wise details of plant & machinery envisaged duly certified by Chartered Engineer (Mechanical).

**Implementation of the project**-
The implementation schedule of the project will be 24 months from the date of the approval of the project by the competent authority. The application for first installment should be made within 1(one) month from the date of approval failing which the project may be cancelled by the competent authority.

If the project is already completed at the time of application for subsidy, the release of subsidy will be made as per the recommendation of the State Horti. Mission /Technical Committee constituted by State Horti. Mission.

**Ineligible components for subsidy:**

i. Compound wall  
ii. Approach road  
iii. Administrative office building  
iv. Toilets  
v. Labour rest room and quarters for workers  
vi. Sanitation room  
vii. Security room/enclosures  
viii. Consultancy fee.

In short, all expenditure on account of civil works that are not related to the production or processing is excluded. Construction activities on account of labour welfare are excluded totally.
Ineligible plant and machineries for subsidy

i. Fuel, Consumables, Spares, Stores
ii. Electrical fixtures not mounted on machines
iii. Computers and allied office furnitures
iv. Transport vehicles
v. Erection, installation and commissioning charges
vi. Expenditure on painting of machineries
vii. All types of service charge, freight charge and carriage charges
viii. Second hand/old machine/refurbished machineries
ix. Closed circuit TV Camera and related equipment
x. Stationery items

Documents required
1. Application in the prescribed format (ANNEXURE -I)
2. Detailed project report (DPR)
3. Sanction letter of term loan from bank/financial institutions, if any
4. Appraisal report from bank/financial institution
5. Certificate of incorporation/registration of organization, Memorandum and Articles of association and by laws of the society (if applicable) partnership deed etc.
6. Bio data/background of the office bearers/promoters of the organization
7. Blueprint of the building plan
8. Notarized English version of land document (in case it is in any of the regional language)
9. Item wise and cost wise details of technical civil works envisaged duly certified by chartered Engineer (Civil)
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11. Quotations from the suppliers of plant and machineries and equipments etc required for the project
12. Marketing strategy
13. Process flow diagram
14. SSI/IEM Registration etc.
15. Implementation schedule indicating a.Date of acquiring land b. Date of start of construction of building c. Date of completion of building d. Date for placing order for plant & machineries e. Date of installation/erection f. Date of trial production/running and g. Date of commercial production/running

16. An affidavit duly executed on non-judicial stamp paper of Rs.100/or more duly notarized by notary public affirming that-
a. organization, its sister concern/related company/group company as well as the applicant company itself availed any financial assistance for food processing project in the past from any source. If yes the details thereof.
b. Organization has not obtained/applied for or will not obtain any grant/subsidy from any Ministry/department of Central Govt./GOI Organization/agencies and state Govt for the same purpose/activity/same components. If yes the details thereof.

17. Address proof of applicant & other partners(PAN Card/Voter ID Card/Passport etc.
18. Provision of Generator set
19. Project proposal submission in three sets
20. NOC from NHB, NABARD & Industry Department regarding non-payment of any subsidy of the applicant.
21. Area and crop to be covered by the PPC/Minimal Processing/Mobile Processing Unit. Project proposal submission in three sets
22. Aadhar Card no. (Enclose copy)
23. Voter I card. (Enclose copy)
24. Bank Account no for depositing subsidy (Bank sanctioned the subsidy)
# APPLICATOIN FORM

(for setting up of Primary Processing (PPC)/Minimal Processing /Mobile processing unit Credit Linked Back Ended Subsidy @55% Max Rs.13.75 lakhs under MIDH 2018-19)

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<tr>
<th>Sl No</th>
<th>Particulars</th>
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<td><strong>A. Promoters</strong></td>
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<td><strong>B. Project Description</strong></td>
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**E. Marketing**

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**F. Implementation Schedule**

Item of work (Bar Charts/Milestone Charts may be enclosed)

**G. Personnel**

Details of technical & Managerial personnel (Operation, maintenance, managerial, finance, marketing etc.) required & available

**H. Employment Generation-Direct/Indirect**

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Date:

Place:

Enclo: List of documents attached.
REQUEST FOR PROPOSALS ON AVAILING SUBSIDIES ON INTEGRATED POST
HARVEST MANAGEMENT (FOOD PRESERVATION UNIT AT LOW COST)

Applications are invited from the interested entrepreneurs on low cost preservation of Horticultural produce for availing subsidies against for setting up of low cost preservation unit @50% Max.Rs.1.00 lakh/unit (New) and Max.Rs.0.50 lakh/unit (upgradation of old unit) under HMNEH/MIDH 2018-19. Applications in plain paper as per the prescribed format is to be submitted to the office of the undersigned within 31/07/2019 during office hour. Prescribed application format along with other necessary guidelines will be available in the same office up to 3 PM till 25/07/2019 and in the official website www.horti.tripura.gov.in and www.tripurainfo.com.

(ARUN DEBBARMA)
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4. The Director, ICA, Govt. of Tripura, Agartala along with 3 spare copies of notification with request to arrange publication (single insertion) in 3 (three) nos. leading local Dailies and 3 (three) nos. National Dailies (single insertion) as per admissible rules.
5. The Nodal Officer, IT, Dte. of Horticulture & Soil Conservation, Tripura with a request for hosting the notification along with guidelines etc. of the notification on the official home page, www.horti.tripura.gov.in
6. The Managing Director, M/S tripurainfo.com at H.G.B Road, Post Office Chaumohani adjacent to Tripura State Museum, Agartala (Phone No-0381-2380566) with a request for hosting the notification along with guidelines etc. of the notification on the official home page, www.tripurainfo.com. He is requested to give a confirmation indicating the date of uploading of the notification in the web site.

(ARUN DEBBARMA)
Director
Horticulture & Soil Conservation, Tripura, Agartala
OBJECTIVES
The objective of the schemes are creation of effective backward linkages and empowerment of farmers. This can be achieved by providing processing and preservation facilities at village level to help the farmers to enhance shelf life of perishable produce resulting in better remunerative prices for their agricultural produce.

Salient Features of the scheme:-

Minimum facilities of Low Cost preservation Unit

a. Minimum Manufacturing/processing area should be 1000 sq.feet.
   b. Minimum processing facilities which may include facilities like weighing, cleaning, thermal processing, Preservation using natural preservatives, Processing of natural local Horticultural produces.

Eligible Sectors:-The scheme is applicable to horticulture produce such as fruits, Vegetables, spices and plantation crops.

Eligible Organization:- The individual entrepreneurs/farmers, group of entrepreneur/farmers, associations, co-operative societies, Self- help groups, non – government organizations are eligible for assistance under the scheme.

Eligible Conditions:-
1. Entrepreneurs should be the resident of this state
2. Only locally produced commodities to be processed by the entrepreneur.
3. The product should be packed in good allowed containers maintaining hygiene of the product and unit premises.
4. The entrepreneur should not avail any financial assistance from any other source for the same component.

Release of subsidy:-
The approved subsidy shall be released in one installment after the beneficiary has spent his share of equity.
Whole subsidy amount shall be released in one installment as per the report by the technical committee for the purpose. Subsidy shall be credited to the Bank Account of the beneficiary after submission of a affidavit as per Appendix A

Ineligible components for subsidy:

i. Compound wall
ii. Approach road
iii. Administrative office building
iv. Toilets
v. Labour rest room and quarters for workers
vi. Sanitation room
vii. Security room/enclosures
viii. Consultancy fee.

In short, all expenditure on account of civil works that are not related to the production or processing is excluded. Construction activities on account of labour welfare are excluded totally.

Ineligible plant and machineries for subsidy

i. Fuel, Consumables, Spares, Stores
ii. Electrical fixtures not mounted on machines
iii. Computers and allied office furniture
iv. Transport vehicles
v. Erection, installation and commissioning charges
vi. Expenditure on painting of machineries
vii. All types of service charge, freight charge and carriage charges
viii. Second hand/old machine/refurbished machineries
ix. Closed circuit TV Camera and related equipments
x. Stationery items

Documents required

1. Application in the prescribed format (ANNEXURE - I)
2. Detailed project report (DPR)
3. Bio data/background of the office bearers/promoters of the organization
4. Blue print of the building plan
5. Notarized English version of land document (in case it is in any of the regional language)
6. Item wise and cost wise details of technical civil works envisaged duly certified by Engineer (Civil)
7. Item wise and cost wise details plant and machinery envisaged duly certified by Engineer(Mechanical)
8. Marketing strategy
9. Process flow diagram
10. SSI/IEM Registration etc IF ANY
11. Aadhar Card & Voter Identity Card
12. Status of project if already initiated
13. Bank account passbook
14. Certified cash memos/ bills in support of the project cost.
15. Address proof of applicant & other partners if any(PAN Card/Voter ID Card/Passport etc.
16. Aadhar Card no .(Enclose copy)
17. Voter I card.(Enclose copy)
18. Bank Account no for depositing subsidy(Bank sanctioned the subsidy)
ANNEXURE - I

Application format for availing subsidy against low cost preservation unit (Max. Rs.1.00 lakh for new unit & Rs. 0.50 lakh for up-gradation of old unit)

1. Name of the Applicant
2. Name of the unit
3. Location/ address of the unit
4. fssai registration/ license No., if any
5. List of products processed and marketed
6. Yearly turn over
7. Total project cost (new unit/ up- gradation)
8. Aadhar Card & Voter Identity Card
9. Land ownership document
10. DPR (Detail project report)
11. Status of project if already initiated
12. Bank account passbook
13. Affidavit stating no other subsidies availed for the same purpose for the same unit
14. Certified cash memos (To be certified by concerned DDH of the District/ bills in support of the project cost.
15. Aadhar Card no . (Enclose copy)
16. Voter I card.(Enclose copy)
17. Bank Account no for depositing subsidy(Bank sanctioned the subsidy)

[Signature]