



Specimen format for the preparation of Project Proposal for applying IDB Industrial Estates' Land / Building

1. Details of Applicant

- 1.1 Name of Business / Industry
- 1.1.1 Form of Organization (Sole proprietorship, partnership, Ltd Liability, Statutory, other etc)
- 1.2 Details of Industrialist / Applicant (Name, gender, age, nationality etc)
- 1.3 Address of existing Industry (if applicable)
 (Assessment No, Village, city, DS Division, District, Province)
- 1.4 Educational, professional and working experience of Applicant:

 (Please mention if you/industry have already been acquired, goodwill, awards, inventions etc.)

2. Details of Industry/Business

- 2.1 Sector (please specify as per the sectors already described in section 3 of application form.
- 2.2 process of production (Please do a clear description about the process of production through production layout).
- 2.3 Production Capacity and its utilization
 (If an existing Industry, please describe the existing production capacity and excess
 Capacity, separately when setup at new premise)

Please inform the Reasons for applying a new industrial plot of Land from the said Industrial estate.

3. Source of Raw Material

Please specify the required main raw materials (Per Annum)

	Existin	g Indus	try			Propos	ed Indi	ıstry		
Description	Qty (Kg, ltr, other)	Rs.	Local	Imported	Total	Qty (Kg, ltr, other)	Rs.	Local	Imported	Total
Main raw materials										
Packaging										•
Other	1									
Total)	

4. Related Market segment relating to the subject industry. 5.

Requirement of Infrastructure facilities.

Services	Requirement	
Electricity	KVA	
Water (per day)	Ltr	
Land for setup buildings, area for loading	perches	
& unloading, collection of wastes	,	
(please attach a layout)		•
Telephone facility.	No of line	V-10 // V-10 /

6, Man power requirement

Description	Existing Industr		Proposed Industry		Total	Working hours	,
	Skilled	Un skilled	Skilled	Un skilled	h	Per day	Per
Direct employment							annum
In direct employment		† · · · · · · · · · · · · · · · · · · ·	<u> </u>				

Source of Manpower	Existing Industry Proposed Industry								
<u>Description</u>	Qty.	Salary month	per	Total month	Total Annum	Qty.	Salary per month	Total month	Total Annum
Direct Employment	!	<u> </u>				, - <u></u>			
Administration									
Production	 -					 :	 	 	
Marketing				· · · · · · · · · · · · · · · · · · ·		+	<u>.</u>	Ī	
Indirect Employment								 	
Administration					-		1		
Production	<u> </u>							ļ	
Marketing	 , -		\		 	 			,
Total Requirement	†			· · ·		-	 	<u> </u>	

7. **Details of Project**

(Please specify the following details of existing industry as well as the proposed project which is expected to be set up at Industrial Estate)

- 7.1 Fixed Capital (Land with building, machinery and other):
- 7.2 Working Capital (current assets Vs current liabilities) :.

7.3 Total Project Cost

Existing Industry	Proposed Industry	Total
1		7
1		
		!
ļ		
.		
		1
		
		†
	Existing Industry	Existing Industry Proposed Industry

8. Source of Finance

Project Funding Summery

Source	Existing	Funding	Plan (Pro	oposed In	dustry)		Total
	Industry	1	2	3	4	5	
		5				•	
						· · · · · · · · · · · · · · · · · · ·	· ·
				İ			
Total		,					

£	.1	Contribution	(sole proprietor.	nartners share	halders (Rs.)	١.
О) a 1	CORRELIMENT	CNOIC DICHTICANT	Danalets, Male	TRUBUCEN FIXS	1 -

8.2 Bank Loan (Rs.)

8.3 Others (Rs.)

8.4 Statement on Project Profitability

9. Annual Operational Cost

Description	Existing Industry	Proposed Industry	Total
Variable Cost			
Wages & EPF			
Raw material Cost			
Maintenance of Machinery			
Sales advertising			
Fixed Cost			
Salaries & EPF			
Administrative Overheads		<u></u>	·
Total			

10. Anticipated sales

Description		Exported Rs.	<u>:</u>	Local Rs.	Total Rs.
	Existing	Proposed	Existing	Proposed	
Annual Sales					<u></u>
turnover .	-				
Other revenue			···-		<u> </u>
Total					

II. Annual Budget for Overheads

Description	Existing Industry	Proposed Industry	Total
Production overheads		: :	
Machinery maintenance & repairs			
Depreciation			
Buildings 5%			
Machinery 10%			
Equipment 20%			
Furniture 20%			!
Total production overheads			
Administration overheads			
Managers salary			
EPF 15%			[
Electricity			}
Stationery & Postage			
Total administrative overheads			_
Marketing Overheads			
Advertising		<u> </u>	ļ
Total marketing overheads			<u></u>

12. Balance Sheet

Description	Existing Industry (As at the end of year)	Proposed Industry (Projected)
Assets		
Fixed assets		:
Less-Description	:	
Net fixed assets		
Cash at the end of year		
Total Assets		
<u>Liabilities</u>		
Equity Contribution		
Loan Capital		
Cumulative Retained		ļ Ī
profit		
Total	İ	

Profitability statement

Description	Existing Industry	——————————————————————————————————————
Annual Production	3	Proposed Industry
Net production (1% off)		j
Unit Price	i	
Sales revenue	·	
Less BTT 10%		
Production Cost		
Direct Materials		
Direct Wages & EPF		
Production overhead		
Total Production Cost	<u>·</u>	
Gross Profit (1-2) Less		
Marketing overheads	_ 	
Administration overheads		
Vet Profit after description		
Add: Description		
rofit before description		
leturn on investment		
eturn on sales	 	
reakeven point		
ayback period		

14. Other information

14.1 Source of energy.

(Please specify the type of fuel you apply for the process of production.) eg. Solar, fire wood, wind, waste materials, electricity, fossil fuel etc.

14.2 Waste products & disposal.

Please specify the type of wastages discharge to the environment. eg. Solid wastes, effluent, garbage, domestic sewer, sound, air, vibration etc.

14.3 How to minimize the impact of environmental hazards if available due to process of production.