

Note:- To be printed on light Yellow colour paper



सत्यमेव जयते

Government of Gujarat

## **OFFICE OF THE INDUSTRIES COMMISSIONER**

(Government of Gujarat)

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(Application to be Submitted in duplicate; Last Date for receipt of application is 15/10/2014)

### **Application Form for Innovation in Technology for New Product or Process Development**

#### **BEST MSME AWARD -2013-14**

#### **PART-I**

G.R. No. MSM/102009/57928/I, dtd.27/2/2009

Category :- (Please tick)

Category	Category of Unit			Please tick (✓) mark as appropriate
	Micro	Small	Medium	
Type of Enterprise as per MSMED Act-2006				

Latest Passport size Photograph of applicant /proprietor /partner /director

1.	Name of the Enterprise	
2.	Address: Office: Factory: Tele No: Fax No: Email: Website:	

3.	Constitution of the Unit (Proprietorship/partnership/ company/ society/ others, Proof may be submitted ) <b>(Annexure-2)</b>			
4.	Name, address & contact details of the Proprietor/ Partners/ Directors.			
5.	Name, designation & contact details of the Authorized Person (if applicable)			
6.	Details of any other State/National Level Awards received. <b>(Annexure-8)</b>			
7.	Type of Enterprise 1. Micro Enterprises engaged in manufacturing/rendering services. 2. Small Enterprises engaged in manufacturing/rendering services. 3. Medium Enterprises engaged in manufacturing/rendering services. <b>(Annexure-1)</b>	<u>EM Part II No.</u> Date:		
8.	Date of Birth of Proprietor/ Partners/ Directors			
9.	Educational Qualification of Proprietor/ Partners/ Directors <b>(Annexure-11)</b>			
10.	Whether the Entrepreneur belongs to SC/ST? If Yes attach certificate of Competent Authority <b>(Annexure-13)</b>			
11.	Product (s) manufactured by the enterprise. (Items & Annual Capacity)			
12.	Details of investment (Rs. In Lakh) (Gross Block) as on 31-3-2014. i. Land ii. Building iii. Plant and Mach, Equipments iv. Others v. Total vi. Turn over vii. Profit before tax viii. Profit after tax ix. No. of Employees <b>(Annexure-3 &amp; 7)</b>	2011-12	2012-13	2013-14
13.	Have you taken consent order for Pollution Control? (A) Air Pollution? (B) Water Pollution? (C) Noise Pollution			

	<ul style="list-style-type: none"> <li>• If yes, please give valid GPCB concerned order.</li> <li>• If the measures are not applicable, enclose copy of Circular of Competent Authority <b>(Annexure-4)</b></li> </ul>			
14	Have you taken adequate safety measures? If yes, give details <b>(Annexure-5)</b>			
15	Have you taken up Energy Conservation measures/ techniques in your enterprise? If yes, details along with impact there of. <b>(Annexure-6)</b>			
16	Any other important achievement which needs to be mentioned but has been covered above. <b>(Annexure-9)</b>			
17	Justification / write-up why the unit should be awarded <b>(Annexure-10)</b>			
18	Other Information, if any			
<p>Declaration:</p> <ul style="list-style-type: none"> <li>➤ I /We shall be abiding by the decision of the committee for granting of award appointed by the Gujarat Government for this purpose.</li> <li>➤ I/We undertake to refund the cash prize, return the trophy and certificate, if awarded to me, in case it is ever found that the information furnished above was incorrect. Further I/We may also be liable for any action under the law of the land for any false declaration.</li> <li>➤ I/We hereby affirm and declare that: <ul style="list-style-type: none"> <li>• The information furnished in this form is authentic and correct and company is not involved in any court case.</li> <li>• All outstanding dues/ taxes etc. required to be paid to the Government / Boards/ Corporation etc. has been paid.</li> <li>• No any writ petition, court matter etc. is pending against us.</li> <li>• We had not made any petition/ court against Govt. If any writ petition/ court matter is pending, we will not claim this award.</li> </ul> </li> </ul> <p>I hereby declare that the information, statements &amp; other papers given herein are true and correct to the best of my knowledge &amp; belief. I also declare that I am duly authorized to sign an application and also to submit details and documents.</p>				

Note: 1. All financial statements to be submitted by the enterprise must be signed by the authorized signatory of the enterprise and certified by the auditor/chartered accountant.

Date:

Signature of Applicant  
Or Authorized signatory  
With name and designation  
Seal of the Unit

Place:

**Application Form for Innovation in Technology for New Product or  
Process Development**

**PART-II**

1.	Name of the Unit	
2.	Plant Details: Manufacturing Item: Annual production Capacity: Investment in Plant & Machinery: ( As on 31-3-2014) <b>(Annexure-3)</b>	
3.	Details of Production & Profit <b>(Annexure-3 &amp; 7)</b>	
4.	Details of innovative technology adopted <b>(Annexure-14)</b>	
5.	Investment in additional machinery/ equipment for adopted innovative technology <b>(Annexure-15)</b>	
6.	Product(s) developed in- house for which innovation technology for new product & process development has been claimed by the enterprise <b>(Annexure-16)</b>	
7.	Details of any localization initiatives/ measures Resources Initialization (i)Technology: Indigenous-imported (ii)Raw material: Indigenous-imported (iii) Machinery: Indigenous-imported; <b>(Annexure-19)</b>	
8.	Technical / Financial/ Marketing/ Management Collaborations, if any, Please Provide details there of with Year of Collaboration & nature of assistance provided by Collaboration.	
9.	Benefits/ Result of technology improvement <b>(Annexure-23)</b>	
10.	Comparison of technology/ product/ process, its competitive/ qualitative advantage, benefits in usage, saving, cost environmental protection, pollution/ emission level, service ability, ease in maintenance. <b>(Annexure-21)</b>	

11.	Details of patents/ designs/ copyrights obtained or applied for (attach the certificate/ documentary evidence) <b>(Annexure-18)</b>	
12.	Export potential of the product/ process developed	
13.	Expected export and turnover because of proposed innovation in technology <b>(Annexure-26)</b>	
14.	Whether employee's welfare measures have been implemented in the enterprise? If yes, give details. <b>(Annexure-12)</b>	
15.	Whether Innovation in technology Products are Import Substitution. <b>(Annexure-20)</b>	
16.	Measures of environmental protection measures adopted in the unit. <b>(Annexure-22)</b>	
17.	Price Competitiveness/ price reduction. <b>(Annexure-24)</b>	
18.	Innovation.. Prototype Stage or Successfully Development Stage. <b>(Annexure-25)</b>	
19.	Future development Plan for new Product/Process <b>(Annexure-27)</b>	
20.	No of persons engaged in R & D (i)Full Time (ii) Part Time (iii) Outside (Consultant) & Qualification of the R &D Personnel associated with achievements made by him/her. <b>(Annexure-17)</b>	

Date:

Signature of Applicant  
Or Authorized Signatory  
With name and designation

Place:

Seal of the Unit

## Check List of Annexure for Innovation in Technology

Checklist of documents /write-up to be submitted along with prescribed application form with documentary evidence for awards to Best MSMEs.

Annexure No.	Particulars	Annexure Enclosed (Yes/No)	Page No.
1.	Copy of EM Part-II.		
2.	Copy of Constitution of enterprise.		
3.	CA Certified Details of Annual Production Capacity, Investment, Production, Sale, Export-Profit & Employment of last three Years.		
4.	A Copy of valid GPCB Consent or the copy of circular if measures are not applicable.		
5.	Details of Adequate Safety Measures.		
6.	Details of Energy/Water conversation Measures.		
7.	CA Certified Audited Annual Account financial statements (Balance Sheet & Profit & Loss Account) of last Three years.		
8.	Details of State/National level Awards recd earlier.		
9.	Details of important Achievement.		
10.	Justification/Write up (for why the Unit Should be Awarded.)		
11.	Details of Educational Qualification of Proprietor /Partner/Director.		
12.	Details of Employees welfare implemented in the Enterprise.		
13.	Cast Certified of Entrepreneur if SC/ST		
14.	Details of Innovative Technology Adopted.		
15.	CA Certified details of Investment in additional P&M / Equipment for Adopted. Innovation Technology & R & D Expenditure of last three Years.		
16.	Details of Product develop in house for which Innovation Technology for new Prod. & Process Development.		
17.	No of persons engaged in R & D {(i) Full Time (ii) Part time (iii) Outside (Consultant)} & Qualification of the R &D Personnel associated with achievements made by him/her.		
18.	Details of patents/ design/copyrights/ Trade marks obtained or applied for {(i) Obtained (ii) Applied for}.		

19.	A.	Technology: Indigenous Imported.		
	B.	Raw material: Indigenous Imported.		
	C.	Machinery: Indigenous Imported.		
20.	Whether Innovation in technology Products are Import Substitution.			
21.	Impact of Innovation in technology (Product/ process) through Innovation in technology in conservation of energy.			
22.	Measures of environmental protection measures adopted in the unit.			
23.	Impact of Innovation in technology (product/process) in environmental protection.			
24.	Price Competitiveness/ price reduction.			
25.	Innovation. Prototype Stage or Successfully Development Stage.			
26.	If Innovation commercials successful & Details of Sales of new by Innovation in technology development product/ service in India & Exports of new product of Innovation in technology development product/ service.			
27.	Future development Plan for new Product/Process.			

**By the General Manager District Industries Center along  
with recommendation of the application of Best MSME  
AWARD-2013-14**

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**CERTIFICATE for MSME Awards**

This is to certify that M/s.....  
situated at Village / Address.....  
Taluka.....District.....,is a Micro/ Small/  
Medium Enterprise Unit registered under MSMED Act,2006 for  
manufacturing.....The Unit bears EM-II  
No.....Dated.....

It is further certified that the above unit is in production  
since year 2013-14 and the EM-II number allotted to the unit is  
also valid till date. The Unit is recommended for Best MSME  
Award.

Date: General Manager  
Place: District Industries Center  
----- District