

2. PROVISIONAL ELIGIBILITY CERTIFICATE

2.1 TIMELINE FOR APPLICATION.

- Once the Registration is approved on the online portal, unit shall apply for Provisional Eligibility Certificate (PEC) to avail the assistance.
- The Industrial undertaking having registration shall submit an application either for Provisional Eligibility Certificate or Final eligibility certificate (if not applied for Provisional Eligibility) within one year from the date of commercial production or from the date of registration or from the date of issue of this G.R No. INC-102015-645918-I Dated: 07.01.2020, whichever is later.
- In case the application for Provisional Eligibility certificate or Final eligibility certificate (if not applied for Provisional Eligibility) is submitted thereafter by Industrial Undertaking, the incentive period and eligible quantum of incentive shall be reduced proportionately to the extent of delayed period.

2.2 PROCEDURE FOR SUBMISSION OF APPLICATION OF PROVISIONAL ELIGIBILITY CERTIFICATE.

- The Government of Gujarat has developed an online platform www.ifp.gujarat.gov.in for the complete application, sanction and claim procedure. A dedicated Investor Facilitation Cell has also been set up at Industries Commissionerate for providing assistance to investors.
- The eligible Industrial Undertaking shall apply for Provisional Eligibility Certificate in prescribed format after issuance of Registration Certificate along with requisite documents.
- In case of Micro, Small and Medium projects, the process and the issuance of Provisional Eligibility Certificate will be done by District Industries Centre (DIC) office at District level.
- In case of Large, Mega and Ultra Mega projects, the process and the issuance of Provisional Eligibility Certificate will be done by office of Industries Commissioner.
- On receipt of Provisional Eligibility Certificate (PEC) Application with all documents, sanctioning authority will scrutinize the application. If all the documents/details submitted by the industrial undertaking are correct/in prescribed format, then the Certificate for Provisional Eligibility will issued within 30 days.
- Validity of the Provisional Eligibility Certificate (PEC) is of 10 Years from the Date of Commercial Production.

Or

The Date of Issuance of the Final Eligibility Certificate (FEC).

whichever is earlier.

- The forms must be filled by an authorized person only.

2.2.1 APPLICATION FORM:

- The Industrial Undertaking can apply for the assistance under the Scheme in the below mentioned link:

www.ifp.gujarat.gov.in

2.2.2 CHECKLIST OF DOCUMENTS:

❖ Mandatory Documents

Sr. No.	List of the Documents	Description of the Documents.
1.	Copy of Registration for Incentive to Industries Scheme.	During the process of online filling, user has to click on the Check Box of Registration Certificate, which will be auto fetched from the system. Also, there will be option to upload the same.
2.	CA Certificate for Eligible Gross Fixed Capital Investment up to the date of commercial production in prescribed format	The unit shall Submit Chartered Accountant Certificate in prescribed format. The certificate depicts the amount of eligible Gross Fixed Capital Investment up to the date of commercial production with component wise details annexed
3.	Expenditure statement Certified by CA up to the date of commercial production in prescribed format.	The unit shall submit expenditure statement up to date of actual commercial production certified by Chartered Accountant.
4.	Copy of First Sale Bill.	<p>The copy of the First Sale bill of the eligible product should be submitted.</p> <p>The Date of First Sale bill would be of the product manufactured for the commercial utilization.</p> <p>Note: The sale bill for the product</p>

		<i>manufactured for trial utilization should not be considered as first sale bill.</i>
5.	Copy of VAT/GST	The unit shall submit the copy of the VAT/GST Certificate issued by Department of Gujarat State Tax & Commercial Tax. The certificate should contain atleast the GST number, date of issuance of certificate, name of applicant, location of project etc.
6.	Affidavit in prescribed format.	The unit shall submit Original Notarised Affidavit as per the prescribed format.
7.	Statutory Auditor's Certificate for Gross Fixed Capital Investment up to the date of commercial production in prescribed format.	The unit shall submit Statutory Auditor's Certificate for Actual Gross Fixed Capital expenditure incurred for more than Rs. 10 Crore up to the Date of Commercial Production.

Note: *If the Expenditure incurred by the Industrial Undertaking till the Date of Commercial Production is **more than Rs. 10 Crores** then Industrial Undertaking has to submit **Statutory Auditors Certificate** and if the Expenditure incurred is **Less than Rs. 10 Crore** then **only CA Certificate** is required no need to submit Statutory Auditor Certificate in that case.*

❖ **Non-Mandatory Documents**

Sr. No.	List of the Documents	Description of the Documents.
1.	CTO (Consent to Operate) of GPCB (if applicable)	The unit have to submit Consent to Operate Certificate from GPCB (If manufacturing Product fall under the orange & red category as per the GPCB notification).
2.	Copy of PAN Card	The unit will have to submit a copy of the PAN Card with the Enterprise name.
3.	IEM Part – B Acknowledgment	The unit have to submit IEM Part – B Acknowledgement to verify the actual date of commercial

		<p>production, product manufactured with the installed capacity, Actual Investment of the project, the location of the project and the registered office of the project etc.</p> <p>Note: <i>It is compulsory to submit IEM Part – B Acknowledgement at the time of disbursement and obtaining the Final Eligibility Certificate.</i></p>
4.	Appraisal Report on Installed Capacity	<p>If the unit is registered under the Companies Act, Installed Capacity stated in the Latest Annual Report will be considered as the Installed Capacity.</p> <p>In Case of other legal entities, Installed Capacity as mentioned in the appraisal report prepared by a bank or financial institution will be considered as the Installed Capacity.</p> <p>If appraisal report is not available, then the production capacity worked out by the Industries Commissioner, or by an officer authorized by him, will be considered as the Installed Capacity</p>

2.3 DISBURSEMENT OF CLAIM UNDER PROVISIONAL ELIGIBILITY CERTIFICATE.

- The Industrial Undertaking can apply for the Claim after the issuance of the Provisional Eligibility Certificate along with requisite documents.
- The Claim application will be scrutinized at DIC/IC Level depending upon the project category.
- The Industrial Undertaking can avail incentive of Net SGST paid with the ceiling amount of 20% of the Gross Fixed Capital Investment made till the date of Commencement of Commercial Production as per PEC.

2.4 FAQ'S FOR PROVISIONAL ELIGIBILITY CERTIFICATE OF THE SCHEME.

WHY PEC IS REQUIRED UNDER THE SCHEME?

- The provisions of the Government Resolution for the scheme depicts that the eligible Industrial Undertaking is entitled for reimbursement of 20% of eligible gross fixed capital investment up to the Date of Commercial Production.

WHAT IS THE PROCEDURE TO GET PEC?

- The eligible Industrial Undertaking shall apply for Provisional Eligibility Certificate in prescribed format on **<http://ifp.gujarat.gov.in>** (Investor Facilitation Portal), after issuance of Registration Certificate along with requisite documents.
- In case of Micro, Small and Medium projects, the process and the issuance of Provisional Eligibility Certificate will be done by District Industries Centre (DIC) office at District level.
- In case of Large, Mega and Ultra Mega projects, the process and the issuance of Provisional Eligibility Certificate will be done by office of Industries Commissioner.

What are the Mandatory Documents to be submitted with the application?

List of Mandatory documents are as under:

1. Copy of Registration for Incentive to Industries Scheme.
 - During the process of online filling, user has to click on the Check Box of Registration Certificate, which will be auto fetched from the system. Also, there will be option to upload the same.
2. CA Certificate for Eligible Gross Fixed Capital Investment up to the date of commercial production in prescribed format.
 - The unit shall Submit Chartered Accountant Certificate in prescribed format. The certificate depicts the amount of eligible Gross Fixed Capital Investment up to the date of commercial production with component wise details annexed.

3. Expenditure statement Certified by CA up to the date of commercial production in prescribed format.
 - The unit shall submit expenditure statement up to date of actual commercial production certified by Chartered Accountant.
4. Copy of First Sale Bill.
 - The copy of the First Sale bill of the eligible product should be submitted.
 - The Date of First Sale bill would be of the product manufactured for the commercial utilization.

Note: *The sale bill for the product manufactured for trial utilization should not be considered as first sale bill.*
5. Copy of VAT/GST.
 - The unit shall submit the copy of the VAT/GST Certificate issued by Department of Gujarat State Tax & Commercial Tax. The certificate should contain atleast the GST number, date of issuance of certificate, name of applicant, location of project etc.
6. Affidavit in prescribed format.
 - The unit shall submit Original Notarised Affidavit as per the prescribed format.
7. Statutory Auditor's Certificate for Gross Fixed Capital Investment up to the date of commercial production in prescribed format.
 - The unit shall submit Statutory Auditor's Certificate for Actual Gross Fixed Capital expenditure incurred for more than Rs. 10 Crore up to the Date of Commercial Production.

What are the Non-Mandatory Documents to be submitted with the application?

List of Non-Mandatory documents are as under:

1. CTO (Consent to Operate) of GPCB (if applicable).

- The unit have to submit Consent to Operate Certificate from GPCB (If manufacturing Product fall under the orange & red category as per the GPCB notification).

2. Copy of PAN Card.

- The unit will have to submit a copy of the PAN Card with the Enterprise name.

3. IEM Part – B Acknowledgment.

- The unit have to submit IEM Part – B Acknowledgement to verify the actual date of commercial production, product manufactured with the installed capacity, Actual Investment of the project, the location of the project and the registered office of the project etc.

Note: *It is compulsory to submit IEM Part – B Acknowledgement at the time of disbursement and obtaining the Final Eligibility Certificate.*

4. Appraisal Report on Installed Capacity:

- If the unit is registered under the Companies Act, Installed Capacity stated in the Latest Annual Report will be considered as the Installed Capacity.
- In Case of other legal entities, Installed Capacity as mentioned in the appraisal report prepared by a bank or financial institution will be considered as the Installed Capacity.
- If appraisal report is not available, then the production capacity worked out by the Industries Commissioner, or by an officer authorized by him, will be considered as the Installed Capacity.

HOW TO APPLY FOR PEC?

- The eligible Industrial Undertaking shall apply for Provisional Eligibility Certificate in prescribed format on **<http://ifp.gujarat.gov.in>** (Investor Facilitation Portal).
- In case of Micro, Small and Medium project the industrial undertaking has to apply to the concerned District Industries Centre (DIC) office at District level.
- In case of large, mega and ultra-mega project the industrial undertaking has to apply to the office of Industries Commissioner.

IS THERE ANY TIME PERIOD TO APPLY FOR PEC?

- Yes, the Industrial undertaking having registration shall submit an application either for Provisional Eligibility Certificate or Final eligibility certificate (if not applied for Provisional Eligibility) within one year from the date of commercial production or from the date of registration or from the date of issue of this G.R No. INC-102015-645918-I Dated: 07.01.2020, whichever is later.

WHAT IF THE INDUSTRIAL UNDERTAKING FAILS TO APPLY WITHIN THE TIME PERIOD?

- In case the application for Provisional Eligibility certificate or Final eligibility certificate (if not applied for Provisional Eligibility) is submitted thereafter by Industrial Undertaking, the incentive period and eligible quantum of incentive shall be reduced proportionately to the extent of delayed period.

ARE THERE ANY MANDATORY DOCUMENTS NEEDED TO BE SUBMITTED ALONG WITH PEC APPLICATION?

- Yes, there are Mandatory Documents needed at the time of online application for Provisional Eligibility Certificate which are as below:

No.	Particulars
Mandatory Documents.	
1	Copy of Registration for Incentive to Industries Scheme.
2	CA Certificate for Gross Fixed Capital Investment up to the date of commercial production in prescribed format.
3	Expenditure statement Certified by CA up to the date of commercial production in prescribed format.
4	Copy of First Sale Bill.
5	Copy of VAT/GST.
6	Affidavit in prescribed format for local employment, Govt. dues /Outstanding, court case against Government in prescribed format.
7	Statutory Auditor's Certificate for Gross Fixed Capital Investment up to the date of commercial production in prescribed format. (If Expenditure is incurred for more than 10 Cr.)

WHAT ARE THE NON-MANDATORY REQUIREMENTS?

- There are Non-Mandatory Documents needed at the time of online application for Provisional Eligibility Certificate which are as below:

No.	Particulars
Non-Mandatory Documents.	
1	CTO (Consent to Operate) of GPCB (if applicable).
2	Copy of PAN Card.
3	IEM Part – B Acknowledgment.
4	Appraisal Report from bank or financial institution.

Note: The above mentioned documents are non-mandatory but are necessary for the disbursement, if they are not submitted disbursement process will not be proceeded.

FROM WHERE WILL INDUSTRIAL UNDERTAKING GET ALL THESE DETAILS?

- You will get all these details from the following websites:

www.ic.gujarat.gov.in

<http://ifp.gujarat.gov.in>

IN WHAT TIME PERIOD INDUSTRIAL UNDERTAKING WILL BE ABLE TO GET THE PEC?

- The Provisional Eligibility Certificate will be issued within 30 days of the receipt of application for Provisional Eligibility Certificate.

WHAT IS THE USE OF PEC UNDER THE SCHEME?

- The provisions of the Government Resolution for the scheme depicts that the eligible Industrial Undertaking is entitled for reimbursement of 20% of eligible gross fixed capital investment up to the Date of Commercial Production.

- Industrial Undertaking can apply for the claim after getting Provisional Eligibility Certificate.

WHAT IS THE VALIDITY PERIOD OF THE PEC?

- Validity of the PEC is of 10 Years from the Date of Commercial Production.

Or

- The Date of Issuance of the Final Eligibility Certificate (FEC).

WHAT BENEFIT INDUSTRIAL UNDERTAKING WILL GET UNDER THE PEC?

- The Industrial Undertaking can avail incentive of Net SGST paid with the ceiling amount of 20% of the Gross Fixed Capital Investment made till the date of Commencement of Commercial Production.
- The Quantum of Assistance will be given on project location with respect to the category of taluka's.

ON RECEIPT OF PEC, SHOULD INDUSTRIAL UNDERTAKING ENSURE THAT, THEY WILL GET THE ASSISTANCE UNDER THE SCHEME? HOW?

- Yes, on receipt of the Provisional Eligibility Certificate, the Industrial undertaking can avail the assistance. But, the Industrial Undertaking has to submit the claim application to avail the assistance.

WHO HAS THE AUTHORITY TO APPROVE AND ISSUE THE PROVISIONAL ELIGIBILITY CERTIFICATE (PEC)?

- In case of MSME units, General Manager of the pertaining District Industries Centre will have the authority. While, in case of Large, Mega and Ultra Mega Units Industries Commissioner have the authority.

WHAT IS THE NEXT PROCEDURE TO BE FOLLOWED AFTER THE PEC?

- The Industrial Undertaking has to submit claim application to avail the benefit under the PEC. Meanwhile, Industrial Undertaking can also apply for Final Eligibility Certificate after the completion of the project.
- The Industrial Undertaking has to submit the application within the time period as specified as mention in below table, from the Date of Commencement of Commercial Production as per the Category of the project, for the consideration of eligible fixed capital investment.

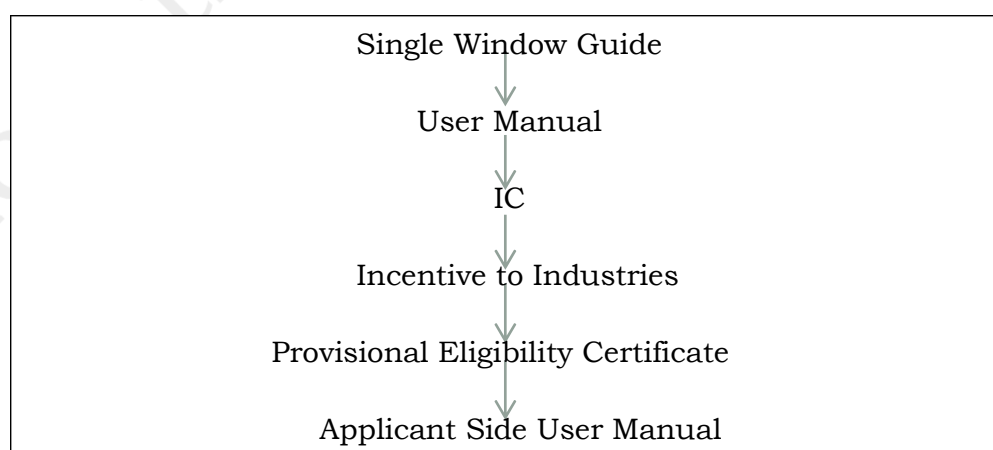
1.	Ultra Mega Industrial Undertaking	24 months from the DOCP
2.	Mega Industrial Undertaking	18 months from the DOCP
3.	Large Industrial Undertaking	15 months from the DOCP
4.	Micro, Small or Medium Industrial Undertaking	12 months from the DOCP

WHETHER THE INDUSTRIAL UNDERTAKING WILL GET THE DISBURSEMENT ON RECEIPT OF PEC?

- Yes, The Industrial Undertaking has to submit the claim application for getting reimbursement Net SGST as assistance.
- The Industrial Undertaking can avail incentive of Net SGST paid with the ceiling amount of 20% of the Gross Fixed Capital Investment made till the date of Commencement of Commercial Production.
- The Quantum of Assistance will be given on project location with respect to the category of taluka's.

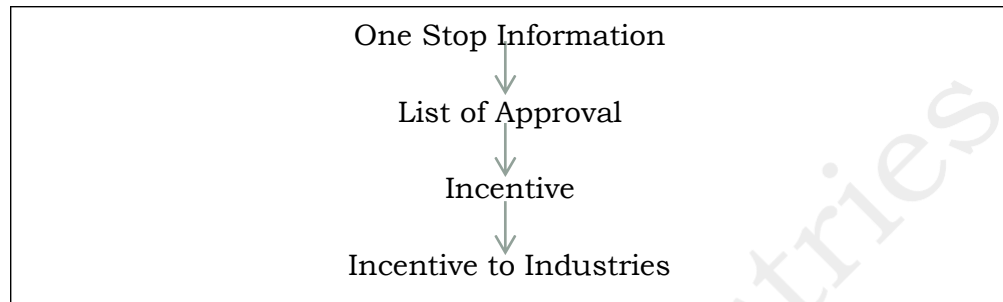
2.5 USER MANUAL FOR REGISTRATION

Applicant side user manual for how to apply for Provisional Eligibility Certificate online under this scheme, all the detailed steps mentioned on the portal (<https://ifp.gujarat.gov.in>). Follow below mentioned steps to see how to apply;

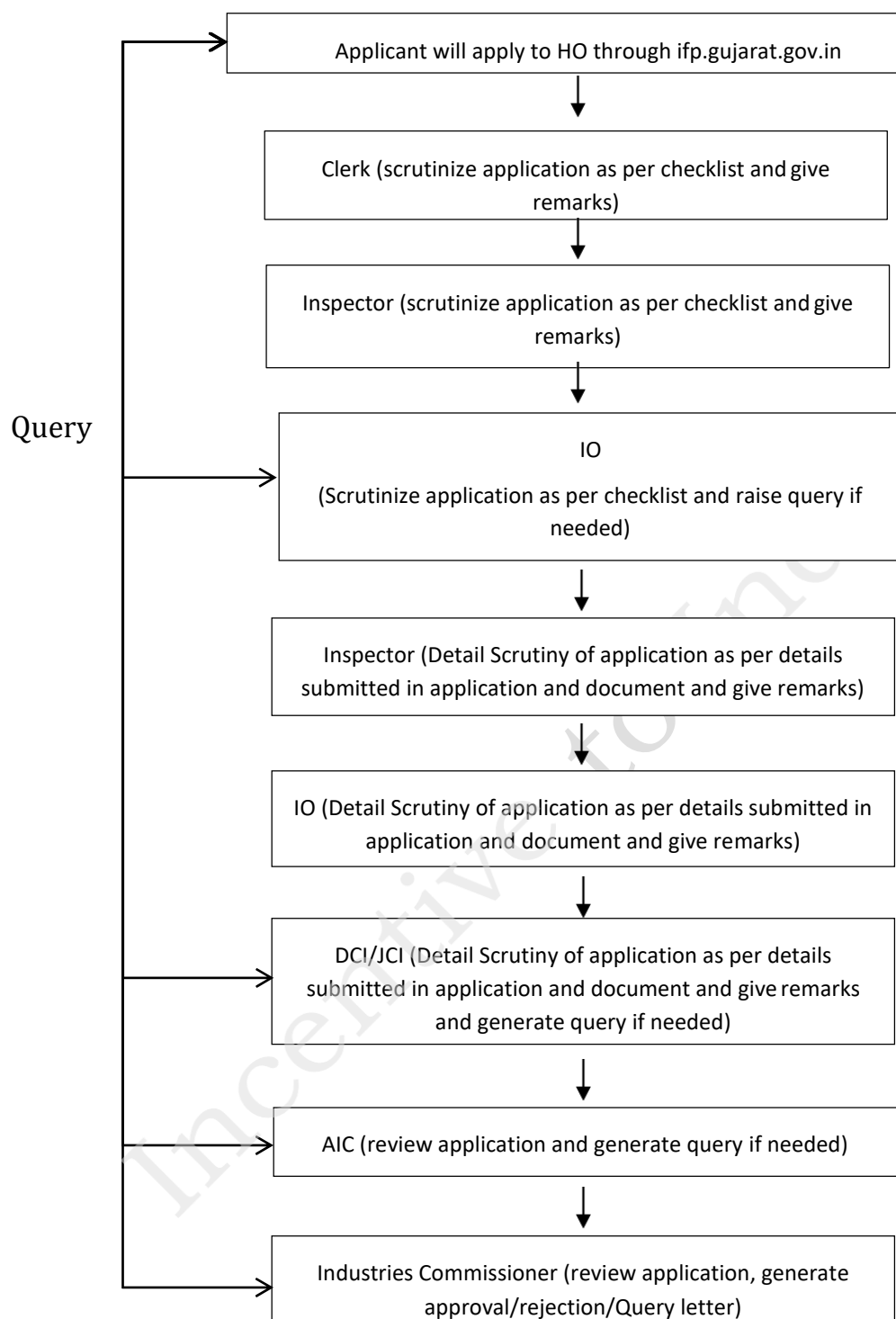


2.6 OFFICE SIDE FLOW CHART FOR SCRUTINY

The below mentioned steps describe how the application will move step by step at all level. Follow the steps on <https://ifp.gujarat.gov.in>



Process Flow – For Provisional Eligibility Certificate (Large & Mega Units)



Process Flow – For Provisional Eligibility Certificate (MSME Units)

