

GOVERNMENT OF BIHAR

State Horticulture Mission (SHM)

Directorate of Horticulture, Department of Agriculture

(Cluster Development Agency for the Mithila Multi-Commodity Horticulture Cluster)

In association with the National Horticulture Board (NHB), Ministry of Agriculture & Farmers Welfare, Government of India

REQUEST FOR PROPOSALS (RFP)

for

Selection of Implementing Agency / Agencies for Implementation of Different Verticals of the Mithila Multi-Commodity Horticulture Cluster, Bihar

for Banana, Mango and Litchi

under the Cluster Development Programme (CDP) of the National Horticulture Board

RFP Reference No.	2829 dated 08-07-2026
Date of Issue	09/07/2026
Issuing Authority	Mission Director, State Horticulture Mission, Bihar
Mode of Submission	Online, through the NHB CDP portal
Last Date for Submission	24/07/2026
Nodal officer	Rupesh Kumar Agrawal (9595210320)

I. Letter of Invitation

The State Horticulture Mission (SHM), Directorate of Horticulture, Department of Agriculture, Government of Bihar, has been identified as the Cluster Development Agency (CDA) by the National Horticulture Board (NHB), Ministry of Agriculture & Farmers Welfare, Government of India, for the implementation of the Cluster Development Programme (CDP) in the Mithila Multi-Commodity Horticulture Cluster, Bihar.

The CDA shall recommend the Implementing Agency / Agencies (IAs) for the implementation of different verticals of the cluster for the value chains of Banana, Mango and Litchi, namely:

- Pre-Production and Production;
- Post-Harvest Management & Value Addition;
- Logistics, Marketing & Branding.

SHM invites proposals from eligible Implementing Agencies for implementation of the CDP in the Mithila Multi-Commodity Horticulture Cluster through the online portal of NHB: <https://nhb.gov.in/OnlineApplication/RegistrationForm.aspx>. Interested agencies may obtain further information from www.nhb.gov.in and from the office of the Director, Horticulture, Government of Bihar.

Integrated but non-restrictive approach

Applicants may apply for a single vertical, multiple verticals or an integrated project covering all three verticals. Integrated proposals and consortium/JV arrangements are encouraged, but a single-agency approach is not mandatory. However, the selection and onboarding process shall be synchronized so that all three verticals are covered together and the cluster development plan is not fragmented or delayed.

The last date for submission of proposals is 24/07/2026. SHM reserves the right to cancel the bid process at any time or to amend / withdraw any of the terms and conditions contained in this RFP document without assigning any reason thereof.

Sd/-

Project Director
State Horticulture Mission (CDA)

Inviting Proposals for the Selection of Implementing Agencies to Implement the Horticulture Cluster Development Programme

1. Invitation

The Cluster Development Agency invites proposals from potential applicants to work as Implementing Agencies for the different verticals of the Cluster Development Programme, namely Pre-Production & Production, Post-Harvest Management & Value Addition, and Logistics, Marketing & Branding, in the identified Mithila Multi-Commodity Horticulture Cluster of Bihar for the focus crops Banana, Mango and Litchi.

2. About the Cluster Development Programme

The Horticulture Cluster Development Programme is a Central Sector Scheme implemented by the National Horticulture Board for holistic growth and development of identified horticulture clusters, with the objective of making them globally competitive. The programme is designed to leverage geographic specialization of horticulture clusters for integrated and market-led development of pre-production, production, post-harvest, logistics, branding and marketing activities.

3. Cluster Development Agency

SHM has been identified as the CDA for the Mithila Multi-Commodity Horticulture Cluster. The CDA shall recommend the IA(s) for the different verticals of the cluster. Final selection of Implementing Agencies shall be done by the Approval Committee as provided in the programme guidelines.

4. Purpose of Selecting Implementing Agencies

Selection of the IA(s) is essential for cluster development, with the aim of capacitating farmers / FPOs and their collectives, creating farm-level and post-harvest infrastructure, adopting new and existing technologies, leveraging IT / IoT, building traceability, branding, marketing and promoting exports. The programme shall focus on all stakeholders in the value chain, including farmers / producers, traders, aggregators, agribusiness enterprises, logistics players, retailers, processors, exporters and other public and private service providers.

5. Verticals of the Cluster Development Programme

Vertical	Scope
Pre-Production & Production	Capacity-building of farmers and farm-proximate interventions covering the crop life-cycle, including quality planting material, crop-care practices, INM / IPM, farm mechanisation and pre-harvest technology adoption.
Post-Harvest Management & Value Addition	Cluster-level interventions from harvesting and post-harvest handling to aggregation, pre-cooling, storage, ripening, processing, value addition and packaging.
Logistics, Marketing & Branding	Interventions to link cluster produce with consumption and export markets through efficient evacuation, cold-chain logistics, traceability, cluster branding and market outreach.

6. Integrated Cluster Approach and Synchronized Onboarding

Core operating principle

The Mithila cluster shall be implemented as a single integrated cluster programme across all three verticals. The RFP remains flexible for specialized agencies, but the onboarding of all approved verticals shall be synchronized to prevent

execution gaps.

1. Applicants may apply for a single vertical, multiple verticals, or an integrated project covering all three verticals.
2. Integrated proposals covering all three verticals, or consortium / joint venture arrangements with a clearly identified lead member, are encouraged. However, the RFP shall not be interpreted as mandating a single agency for all three verticals.
3. Every proposal, including a single-vertical proposal, shall demonstrate how the proposed interventions will interface with the other two verticals, including farmer linkage, throughput assumptions, post-harvest flow, data sharing, traceability, branding and market linkage.
4. The CDA shall evaluate and place before the Evaluation Committee / Approval Committee a consolidated vertical-wise recommendation matrix for all three verticals, so that approval decisions are taken in an integrated cluster perspective.
5. MoA signing, commencement milestones and monitoring for selected IA(s) shall be synchronized, to the extent feasible, across all three verticals. The common cluster calendar shall form part of the MoA / implementation monitoring framework.
6. If technically responsive and approvable proposal(s) are not available for any vertical, the CDA may re-invite / extend / roll out the invitation again for the deficient vertical and may, with approval of NHB / Approval Committee as applicable, defer final onboarding or issue conditional onboarding for other verticals so that the cluster does not proceed in a fragmented manner.
7. No bidder shall have any claim against SHM / CDA / NHB on account of synchronization, re-invitation, deferment, conditional onboarding, extension of validity or non-finalization of any vertical, provided the action is taken in accordance with this RFP and programme guidelines.
8. All selected IA(s), whether single or multiple, shall participate in a Cluster Integration and Coordination Committee convened by the CDA and shall share monthly progress, farmer coverage, infrastructure commissioning, market linkage and outcome data in the format required by the CDA / NHB portal.

7. Communications

All communications, including envelopes, if any, must be marked: “RFP for selection of Implementing Agencies for implementation of different verticals of the Mithila Multi-Commodity Horticulture Cluster, Bihar under the CDP of NHB” and addressed to:

Office	Address / Email
State Horticulture Mission, Bihar	Directorate of Horticulture, Department of Agriculture, Government of Bihar Email: dir-bhds-bih@nic.in
National Horticulture Board	Ministry of Agriculture & Farmers Welfare, Plot No. 85, Sector 18, Institutional Area, Gurugram, Haryana - 122015 Telephone: 0124-2342992 Email: clusters.nhb@gov.in

In case of any online portal related issue during registration or uploading of application, an email with the issue and screenshot showing the error must be sent to the NIC Team, NHB at dd.it.nhb@gov.in and copy shall also be marked to clusters.nhb@gov.in and the CDA email address mentioned above.

8. Pre-Proposal Meeting

1. One pre-bid conference shall be conducted virtually on the date and time specified in the Schedule and Critical Dates clause. The advisory and meeting link shall be uploaded prior to the meeting schedule.
2. Prior to the pre-proposal meeting, bidders may submit queries and proposed suggestions, if any, to the RFP requirements.
3. Applicants may note that SHM / CDA / NHB may not entertain deviations from the RFP document at the time of submission of proposal or thereafter. Proposals shall be unconditional and unqualified, and bidders shall be deemed to have accepted the terms and conditions of the RFP document with all its contents.
4. In case of any change in schedule of the pre-proposal meeting, the same shall be communicated through the websites / portal of NHB / SHM.
5. No interpretation, revision or other communication regarding this RFP shall be valid unless issued in writing by SHM / CDA / NHB. Clarifications may be shared with all bidders without identifying the source of the query.

9. Submission of Proposals

1. Applicants shall register online via <http://www.nhb.gov.in/OnlineApplication/RegistrationForm.aspx>.
2. Bidders shall upload the electronic copy of the proposal, with all pages numbered serially and with an index of submissions, online.
3. In case of non-finalization of IA(s) for any vertical, the invitation may be rolled out again for such vertical, while preserving the objective of synchronized cluster onboarding as provided in Clause 6.

10. Cluster Classification and Financial Assistance

S. No.	Cluster Category	Area of cluster under focus crop(s)	Amount of financial assistance admissible per cluster
1	Mega	More than 15,000 Ha	Up to Rs. 100 Cr
2	Midi	More than 5,000 Ha to 15,000 Ha	Up to Rs. 50 Cr
3	Mini	Up to 5,000 Ha	Up to Rs. 25 Cr

On the basis of the Cluster Gap Assessment Report (CGAR) total area under the Mithila Multi-Commodity Horticulture Cluster, comprises of approximately 15100 Ha under focus crops of Banana , Mango , Litchi & Makhana, qualifying it for the Mega Category . The cluster covers key block such as Jhanjharpur , Pandaul , Babu barhi, Biraul , Manigachhi, Kuseshwar Asthan , Singwara , Benipur , Rajnagar , Jale , & Darbhanga across the district of Darbhanga & Madhubani of Bihar .Beased on its contiguity & productivity , this area qualifies as a Mega Cluster as per the CDP guidelines. Feeder districts as approved in the CGAR will also qualify for supporting crops and effective utilization of Post harvest Infrastructures.

11. Eligible Entities

Entities eligible for becoming Implementing Agency(ies) include Farmer Producer Organizations (FPOs / FPCs) and their federations, Cooperatives / Societies, Partnership Firms, Proprietorship Firms, Companies, State Agriculture and Marketing Boards and Federations, other public sector entities of Central / State Governments, and consortium / joint venture arrangements with a clearly identified lead member, subject to programme guidelines and eligibility conditions.

12. Eligibility Criteria for Implementing Agencies

1. The applicant entity should have a net-worth of minimum two times of the proposed equity contribution as per the latest audited balance sheet.
2. In case a new entity is proposed to be established as Implementing Agency, the net-worth of proposed shareholders shall be considered. Each shareholder should meet minimum net-worth requirement of two times of their proposed equity contribution, as per the latest audited balance sheet or CA certificate, as applicable.
3. Each shareholder should have a minimum 10% equity contribution and the lead promoter identified within the applicant entity should have a minimum equity contribution of 26%. All shareholders / partners of the new entity shall be jointly responsible and liable to fulfill all obligations in respect of the project. The lead promoter cannot be changed during the project period.
4. IA should contribute at least 20% of the eligible project cost as promoters' contribution.
5. IA must bring at least 20% of eligible project cost as term loan from scheduled commercial banks / RBI approved Financial Institutions (FIs), along with in-principle or final term loan sanction and bank appraisal note.
6. IA must have relevant experience as an agri / horti input supplier / producer / aggregator / trader / food processor / exporter / retailer / logistics provider, etc., depending on the vertical applied for.
7. The applicant entity and / or its shareholder(s) / partner(s) / director(s) / key management person shall not have defaulted on debt obligations in the last three years and shall not appear in the RBI list of wilful defaulters or any such list by a competent authority. They shall not have been classified as Non-Performing Asset or similar classification by any lender.

Notes: In the case of a Central / State Government entity, the requirement of term loan shall not be mandatory if the contribution is met through own resources. In the case of a Central / State Government entity, loan / financial contribution sanctioned by the State Government shall also be considered as term loan. The date of in-principle / final sanction letter issued by the lending bank should be after the publication date of this RFP. FPOs / FPCs shall have 50% relaxation with respect to turnover criteria and years of experience, as per programme provisions.

13. Roles and Responsibilities of Implementing Agencies

1. Preparation of the Detailed Project Report (DPR).
2. Achieving financial closure as per approved means of finance.
3. Obtaining all statutory approvals / clearances required for the project.
4. Receiving financial assistance under the programme and ensuring its transparent and judicious utilization.
5. Dovetailing and integrating initiatives of other ministries / departments for holistic cluster development, without duplication of assistance for the same component.
6. Uploading monthly progress reports along with photographs / videos of the project on the portal.
7. Maintaining proper books of accounts for project implementation and maintaining infrastructure after commissioning.
8. Ensuring effective and timely implementation within specified timelines and coordinating with other IA(s) in the cluster and the CDA.
9. Participating in the Cluster Integration and Coordination Committee and adhering to the common cluster calendar, data-sharing protocol, traceability protocol and monitoring framework prescribed by the CDA / NHB.
10. Following CVC guidelines and procurement manuals of the Ministry of Finance, wherever applicable.

14. Schedule and Critical Dates

#	Activity Description	Date
1	RFP Publish date	09/07/2026
2	Pre-Bid Conference via virtual platform	15/07/2026
3	Last date for submission of complete proposals along with DPR	24/07/2026
4	Presentation by shortlisted agencies	To be notified later

15. Vertical-wise Gaps as per CGAR

The following vertical-wise gap areas are based on the Cluster Gap Assessment Report (CGAR) framework for the Mithila Multi-Commodity Horticulture Cluster. These are not cost estimates and do not prescribe any costing paradigm. Applicants shall design their DPRs only against the approved CGAR gaps, CDP guidelines and the focus-crop value chains of Banana, Mango and Litchi.

15.1 Pre-Production & Production: CGAR Gap Areas

S. No.	CGAR Gap Area	Indicative response expected in DPR
1	Quality planting material gap	Accredited / hi-tech nursery, mother block, clean and true-to-type planting material systems for Banana, Mango and Litchi.
2	Productivity and orchard management gap	High-density plantation, rejuvenation, canopy management and crop-specific productivity improvement measures.
3	Input-use efficiency gap	Micro-irrigation, fertigation, Integrated Nutrient Management and climate-smart crop-care practices.
4	Plant health and residue-compliance gap	Integrated Pest Management, disease surveillance, residue mitigation and MRL / quality compliance support.
5	Mechanisation and custom hiring gap	Crop-appropriate mechanisation banks / custom hiring systems and field-level service delivery.
6	Certification and traceability gap	GAP certification, farmer records, farm-level traceability and digital advisory linkage.
7	Diagnostics and capacity-building gap	Soil / leaf / residue testing linkages, farmer / FPO training, exposure visits and extension support.

15.2 Post-Harvest Management & Value Addition: CGAR Gap Areas

S. No.	CGAR Gap Area	Indicative response expected in DPR
1	First-mile handling gap	Farm-gate pack-houses, collection centres, sorting, grading and standard handling protocols.
2	Aggregation and pack-house gap	Integrated multi-commodity pack-houses, FPO aggregation systems and grading / packing lines.
3	Cold-chain and shelf-life gap	Pre-cooling, multi-temperature cold storage, ripening, cold-chain backbone and dispatch readiness.
4	Processing and value-addition gap	Crop-appropriate processing, dehydration / pulp / juice / IQF or other viable value-addition interventions.
5	Common facility and FPO service gap	Common Facility Centres, shared equipment, quality testing and service platforms for FPOs and farmer collectives.

S. No.	CGAR Gap Area	Indicative response expected in DPR
6	Quality and food-safety gap	Food safety, hygiene, grading standards, packaging standards, traceability and market-compliance systems.

15.3 Logistics, Marketing & Branding: CGAR Gap Areas

S. No.	CGAR Gap Area	Indicative response expected in DPR
1	Evacuation and cold logistics gap	Reefer transport, route planning, logistics aggregation and cold-chain evacuation from cluster to consumption / export markets.
2	Exit-point infrastructure gap	Air-cargo / rail / road-linked dispatch support, perishable handling and export-readiness infrastructure.
3	Market-linkage gap	Terminal / wholesale / retail linkages, institutional buyers, processors, digital commerce and D2C channels.
4	Export-readiness gap	Export-oriented pack-house, APEDA linkage, quality compliance, phytosanitary and buyer documentation support.
5	Branding and price-realisation gap	Cluster brand, GI-linked communication where applicable, packaging identity, domestic and export promotion.
6	Traceability and market intelligence gap	Digital traceability, inventory visibility, price / demand intelligence and data-sharing with CDA / NHB.

15.4 Quantification of Approved Components as per NHB Acceptance Letter (Annexure-I)

The following quantities from Annexure-I to the NHB acceptance letter for the Mithila Multi-Commodity Horticulture Cluster have been approved by the NHB. Applicants shall align their DPRs with the CGAR-approved component framework, while the final admissibility and approval shall be governed by the CDP guidelines, NHB directions and the Approval Committee decision.

A. Vertical I - Pre-Production and Production

S. No.	Recommended Component	Nos. (A)	Unit
1	Accredited / hi-tech nurseries (banana TC, mango, litchi)	4	Units
2	Tissue-culture & virus-indexing strengthening	2	Units
3	Plant health clinics	2	Units
4	Area expansion - banana (TC, integrated with drip)	400	Ha
5	Area expansion / HDP - mango & litchi (with drip)	400	Ha
6	Orchard rejuvenation - senile mango	600	Ha
7	Integrated Nutrient Management (INM)	5,000	Ha
8	Integrated Pest Management (IPM)	5,000	Ha
9	Fruit / crop-care practices (bagging, skirting)	1,500	Ha
10	Soil, leaf and MRL testing labs	1	Unit
11	Cluster information & traceability platform	1	Platform
12	Farmer & FPO capacity-building (within & out of State)	12,000	Participants

B. Vertical II - Post-Harvest Management and Value Addition

S. No.	Recommended Component	Nos. (A)	Unit
1	Integrated pack-houses (with pre-cooling interface)	26	Units
2	Pre-cooling units	22	Units
3	Multi-temperature cold storage	4,500	MT
4	Ripening chambers	21	Units

S. No.	Recommended Component	Nos. (A)	Unit
5	Reefer transport vehicles	15	Vehicles
6	Collection-cum-grading nodes	17	Units
7	Makhana processing & common facilities	-	-
8	Quality & residue (MRL) laboratory - central & satellite	3	Labs

C. Vertical III - Logistics, Marketing and Branding

S. No.	Recommended Component	Nos. (A)	Unit
1	Reefer / insulated last-mile vehicles (supplementary)	8	Vehicles
2	Retail markets / outlets (environmentally controlled)	15	Units
3	Rural / Apni-mandi / direct markets	10	Units
4	Darbhanga air-cargo perishable interface (pre-cool + shipment cell)	1	Facility
5	Cluster brand architecture - North Bihar fruit basket (makhana via NMB)	1	Package
6	Market intelligence & B2B/B2C digital marketing	1	Platform
7	Branding & promotion - fairs, buyer-seller meets, road shows	12	Events
8	Export facilitation & protocol compliance	1	Package

Note: The dash entry for “Makhana processing & common facilities” has been retained as reflected in the approved component table; makhana-specific value-chain support is to be treated in convergence with the National Makhana Board framework and not as a separately quantified CDP component under this RFP.

16. Selection of Implementing Agencies and Approval Process

1. Applicants shall have the flexibility to apply for a single vertical, multiple verticals or an integrated project covering all verticals of the CDP.
2. After receipt of proposals, the CDA shall conduct technical evaluation of proposals on a scale of 100 points as per the scoring criteria given in the programme guidelines.
3. The Evaluation Committee shall consider the technical evaluation and submit its recommendation, along with technical scores, for consideration of the Approval Committee.
4. Applicants recommended by the Evaluation Committee shall be invited to make presentations before the Approval Committee.
5. The Approval Committee shall evaluate presentations on a scale of 50 as per the scoring criteria given in the programme guidelines.
6. The Approval Committee shall prepare a merit list based on combined scores awarded by the Evaluation Committee and Approval Committee.
7. The proposal scoring the highest marks in each vertical of the cluster shall be accorded final approval, subject to the synchronized onboarding framework in Clause 6.
8. Proposals scoring the second and third highest marks in each vertical shall be kept in the waitlist. If the selected IA is unable to implement the project, waitlisted applicants shall be given opportunity in the order of merit.
9. For integrated proposals covering all three verticals, the proposal shall be evaluated as per the applicable CDP framework. If selected, the integrated IA shall be responsible for synchronized implementation across all approved verticals.
10. For multiple separate IA(s), the CDA shall ensure that common cluster milestones, inter-IA interface points and coordination obligations are incorporated in the MoA / implementation monitoring framework.

17. Application Processing Fee and Earnest Money Deposit (EMD)

Item	Provision
Application processing fee	Rs. 10,000/- (Rupees Ten Thousand only), non-refundable
EMD per vertical	Rs. 5,00,000/- (Rupees Five Lakh only), refundable
EMD for integrated proposal covering all three verticals	Rs. 10,00,000/- (Rupees Ten Lakh only), refundable

Item	Provision
Mode of payment	As notified by SHM / CDA / NHB through the RFP portal or payment instructions issued with the RFP
Exemption	Applicants registered under MSME and eligible FPO / FPC applicants, where applicable as per RFP / programme provisions, shall be exempted from application fee and EMD on submission of valid proof

No interest shall be payable by SHM / CDA / NHB on the EMD. EMD of unsuccessful bidders shall be returned after finalization of proposals. Proposals not accompanied by valid transaction details / EMD instrument or valid exemption proof, as applicable, are liable to be rejected. The CDA may prescribe bank account details, payment challan, portal payment process or Bank Guarantee requirements through instructions accompanying this RFP / corrigendum.

18. Amendment of RFP Document

At any time before the submission of bids, SHM / CDA may amend the RFP document by issuing an addendum / corrigendum in writing or by uploading it on the official website / portal. The addendum / corrigendum shall be binding on all applicants. To give applicants reasonable time to take the amendment into account, SHM / CDA may extend the deadline for submission of proposals, if the amendment is substantial.

19. List of Documents / Formats

Annexure	Document
I	Application Form
II	DPR template and list of information to be covered in the Call for Proposals for Final Approval
II(a)	Undertaking format for area coverage in the cluster
II(b)	Undertaking format
II(c)	CA Certified - Project Cost format
II(d)	Net-worth Certificate format
II(e)	CE Certificate (Civil) format
II(f)	CE Certificate (Mechanical) format
II(g)	Board Resolution format
II(h)	Mandate Form format
III	Supporting documents: PAN card and experience details of applicant; Brand / Trademark related documents; APEDA registration; Buyback and Sale invoices

APPLICATION FORM

Application for:

Name of Cluster	
Focus crop	
Vertical (s)	

1. General details of the Applicant:

S. No.	Particulars	Details
i.	Name of applicant with complete contact details - address, Tel/Fax No., Mobile No., E-mail	
ii	Name of Lead promoter with complete contact details (Name/ Designation/ Tel. No./ Email address)	
iii.	Legal status of applicant (FPO/ Cooperative/ Producer Group/ Company/ Partnership Firms/Proprietorship Firm/ State Agriculture and Marketing Board and Federation/ Central/State Government Organization and their entity etc.)	
iv.	Applicant is a new entity or an established entity (specify with registration details)	
v.	Registration No./CIN	
vi.	PAN/ TIN/ TAN	
vii.	GST No.	

2. Financial details of the Applicant:

S. No.	Particulars	Details
i.	Cumulative Net worth of the Applicant entity*	
ii.	Average turn-over of the Applicant entity in the last 3 years in the horticulture sector**	1 st Year: 2 nd Year: 3 rd Year: Average:
iii.	Average export turn-over of the Applicant entity in the last 3 years in the horticulture sector**, if applicable	1 st Year: 2 nd Year: 3 rd Year: Average:
iv.	Net current assets of the Applicant entity** (Net current asset is the aggregate amount of all current assets, minus the aggregate amount of all current liabilities, to be ascertained as per the latest audited balance sheet)	

S. No.	Particulars	Details
v.	Debt Equity ratio of the Applicant entity** (The debt-to-equity (D/E) ratio is calculated by dividing entity's total liabilities by its total shareholder equity, to be ascertained as per the latest audited balance sheet.)	

*In case a new entity is proposed to be established as Implementing Agency:

- Net-worth of proposed shareholders shall be considered. Each shareholder should meet minimum net-worth requirement of two times of their proposed equity contribution, as per the latest audited balance sheet or CA certificate, as applicable
- Each shareholder should have a minimum 10% equity contribution and lead promoter identified within the applicant entity should have a minimum equity contribution of 26%. All the shareholders/ partners of the new entity shall be jointly responsible and liable to fulfill all its obligations with respect to the project. The lead promoter cannot be changed during the project period.

**In case a new entity is proposed to be established as Implementing Agency, turnover, net current assets and Debt Equity ratio of the lead promoter shall be considered.

3. Details of the Director(s)/ Promoter(s)/ Partner(s) of the Applicant:

S. No.	Name of Director(s)/ Promoter(s)/ Partner(s)*	Address	Tel/Fax No./ Mobile No./ E mail	Aadhar No.	PAN No.	Shareholding pattern (%age)	Net- worth (in Crore)
Please add additional rows, if required							

*Lead Promoter of the Applicant to be specified

4. Relevant experience of the Applicant entity/ lead promoter (in case of new entity) as agri/ horti input supplier/ producer/ aggregator/ trader/ food processor/ exporter/ retailer/ logistics provider etc.

S. No.	Name of the Applicant entity/ lead promoter	Number of years of experience	Details of Projects/ Activities	Details of relevant experience in the Vertical applied for	Supporting Document(s) attached, if Any (Yes/No)
Please add additional rows, if needed.					

The following details shall be provided for the vertical of Logistics, Marketing and Branding and Integrated project:

S. No.	Particulars	Detailing	Supporting Documents to be submitted with DPR
1.	Detail the possession of existing brand/ trademark name in the horticulture sector		Details of brand/ trademark
2.	Detail the export linkages/ trade experience in number of countries. Please specify country wise volume and value of business		APEDA registration and trade/ sale invoice/ trade document with different countries

5. Past experience of the Applicant/ lead promoter (in case of new entity) in the Cluster/ Value Chain of the vertical/ verticals applied for:

S. No.	Particulars	Detailing	Supporting Documents to be submitted with DPR
1.	Years of working experience in the cluster in the relevant vertical (in Pre- Production and Production, Post- Harvest Management and Value Addition and Logistics, Marketing and Branding)		Relevant supporting documents of work done in cluster
2.	Year wise details of volume and value of the focus crop handled in the cluster for last three years		Buyback and sale invoices
3.	Year wise farmers (in nos.) and area coverage (in Ha) in the cluster for last three years		MoU/ Agreement with farmers

6. Specify the number of Verticals applying for and Select the Vertical(s). In case the applicant is applying for multiple Verticals, specify the details of investment in each vertical:

S. No.	Particulars	Applying for the vertical (Yes / No)	Investment (Rs. in Crore)
1.	Pre-Production and Production		
2.	Post-harvest management and Value addition		
3.	Logistics, Marketing and Branding		

7. Profile of the Proposed Project:**(i) Cluster Profile**

S. No.	Item	Details
1.	Name of the Cluster	
2.	Name of Districts and Block	
3.	Focus Crop	
4.	Total area coverage of cluster in Ha	
5.	No. of Farmers in the cluster	
6.	Base line indicators: 1. Existing Productivity in Cluster (MT/Ha) 2. Income per Ha for farmers (in Rs.) 3. GAP Certification (% age of farmers covered) 4. Existing Market linkages (names of brands operating in the cluster) 5. Existing export volumes from the cluster (in MT) 6. Existing Infrastructure (details in numbers and capacities)	

(ii) Project Profile

S. No.	Particulars	Details
1.	Objective of the Project	
2.	Major Interventions in the Project	
3.	Proposed Project is an expansion or a new project (please specify with details)	
4.	Project Implementation Period (No. of years)	
5.	Proposed area coverage in the target cluster to be covered in the project (in Ha) and in percentage of the total cluster area (an undertaking to be submitted along with the details of area coverage to be mentioned in the DPR)	
6.	Farmers covered in the project directly (in numbers)	
7.	Production to be handled in the project (in MT)	
8.	MoUs / Agreement with farmers / FPOs for availability of appropriate land in line with the project requirements / DPR (number and percentage of farmers covered)	

S. No.	Particulars	Details
9.	<p>Land related details:</p> <p>a. Possession of appropriate land in line with the project requirements / DPR (applicable for post-harvest management and value addition vertical and Integrated project)</p> <p>b. Possessed land has approval for industrial use/NA (applicable for post-harvest management and value addition vertical and Integrated project)</p> <p>c. Suitability of project location (s) from proposed operation and connectivity (Distance in Kms)</p> <ul style="list-style-type: none"> - State/National highway - In-land Container Depot - Railway yard - Sea Port - Airport - Freight Corridor 	
10.	Total cost of the project with year-wise expenditure plan (in case of integrated project). Please detail out vertical wise investment	
11.	Amount of term loan sanctioned from scheduled commercial bank/ RBI approved Financial Institutions (FIs). Please specify the term loan approved is In-principal sanction or Final sanction.	
12.	Proposed investment on capacity building of the farmers/ FPOs with respect to Good Agricultural Practices, IoT, Crop/Farm Management Solutions, Digital Innovations etc. (applicable for pre-production and production vertical and Integrated project) with details. (value in Cr and in percentage of eligible project cost)	
13.	Dovetailing with other schemes of Central/ State government in the project (approval letter from relevant department to be enclosed)	
14.	<p>Expected outputs/outcomes (indicate details)</p> <ul style="list-style-type: none"> - Expected Incremental increase in farmer's income - Increase in crop productivity in MT per Ha. - Reduction in cost of production - Quality of produce enhancement (GAP certifications done for the farmers) 	

S. No.	Particulars	Details
	<ul style="list-style-type: none"> - Increased price realization for produce - Increase in volume of exports - New infrastructure created - New Cluster brand created 	

(iii) Proposed components under the project:

A. Pre-Production and Production

S. No.	Component Details	New/ Upgradation	Area Coverage (Ha)	Number of farmers covered	Time Period for Implementation	Basic Cost (in Rs. Cr)	Taxes and other misc. cost (in Rs. Cr)	Total Cost (in Rs. Cr)
Pre-Production								
e.g.	Nursery							
Production								
e.g.	HDP, Promotion of GAP, INM, IPM Spraying, etc.							
Please add additional rows, if needed.								

B. Post-Harvest Management and Value Addition:

S. No.	Component	New/ Upgradation	Time period	Capacity	Basic Civil Cost	Basic Plant & machinery cost	Taxes & others Misc. Cost	Overall Cost (in Rs. Cr)
e.g.	Integrated Packhouse, Cold storage etc.							
1.								
Please add additional rows, if needed.								

C. Logistics, Marketing and Branding:

S. No.	Component	New/ Upgradation	Capacity/ Numbers/ Other Details	Time Period	Basic Cost	Taxes & Other Misc. Cost	Overall Cost (in Rs. Cr)
e.g.	Reefer Vans						
1.							
Please add additional rows, if needed.							

(iv) Project location details (specify the details of each project component in the Vertical (s))

- (a) Targeted Area (Village/ Block.....)
- (b) Proposed location of land for cluster development (Name Village/ Dist./ State)
- (c) Area of land required (In Ha)
- (d) Status of possession (Owned/ Leased/ MoU)
- (e) Status of Land Use Conversion (CLU), if applicable
- (f) Coordinate Details (Longitude & Latitude) / Geo tag Photographs

(v) Whether any subsidy has been availed for the proposed components of the project/activity from Central Govt./ State Govt. or any of its agencies. **Yes/No**

(If YES, please indicate clearly in detail along with supporting documents in the DPR)

.....

(vi) Proposed dovetailing of assistance for the project planned/activity from various schemes of the Central Govt. or State Govt. **Yes/ No**

(If YES, please indicate clearly in detail along with supporting documents in the DPR)

.....

8. Project Financials and Business Plan:

(a).Proposed Project Cost Details (share vertical wise details, if applicable)

S. No.	Components	Amount (Rs. in crore)
i.		
ii.		
iii.		
iv.		

S. No.	Components	Amount (Rs. in crore)
v.		
vi.		
	Total Project Cost	

(b). Proposed Means of Finance

S. No.	Source	Amount (Rs. in crore)
i.	Applicant's contribution/ equity	
ii.	Term loan	
iii.	Financial assistance under CDP	
iv.	Unsecured loan	
	Total	

Note: - Detail out the additional financial assistance proposed to be leveraged from other Central/ State Government schemes

(c). Basic Revenue Projections (for 10 years)

S. No.	Item	Year 1	Year 2	Year 3	Year 5	Year 7	Year 10
i.	Days of operation of each of the facilities per annum						
ii.	Breakup of Revenue earnings from different Facilities per annum						
iii.	Total Annual Turnover						
iv.	Cost of operation per annum						
v.	Gross profit						
vi.	Profit before taxation						
vii.	Profit after tax						

(d). Financial Parameters (as per Bank Appraisal Note)

S No.	Particulars	Details (Ratio/ percentage)	Ref Page No.
i.	Internal Rate of Return (IRR) - With grant - Without grant		
ii.	Return on Investment / Capital Employment (ROI = PAT/Project Cost)		
iii.	Avg. Debt Service Coverage Ratio (DSCR)		
iv.	Break Even Point (BEP)		
v.	Debt-Equity Ratio		

9. Project Implementation Schedule

10. Project Impact

(i) Projected Output and Outcome Year-wise

S. No.	Year	Output (Implementation of various project activities/components)	Outcome (Increase in farmer income, yield, price realization, exports etc.)
1.	Year – 1		
2.	Year – 2		
3.	Year – 3		
4.	Year – 4		

(ii) Employment Generation Projections

- a. Direct Employment:
- b. Indirect Employment:

Declaration - This is to certify that the above information has been verified and is true as per my knowledge concern.

I also confirm that the applicant entity and / or its shareholder(s) / partner(s) / director(s) / key management person has not defaulted on its debt obligations in the last three years and should not appear in the RBI list of willful defaulters or any such list by a competent authority in their respective jurisdiction. The applicant entity or its shareholder(s) have not been classified as „non-performing asset“ or such similar classification by any lender.

Signature of the authorized representative of the Applicant

Date: _____

Place: _____

Note - All the information provided above in the application format shall have referencing (mention clause and page number) with the DPR enclosed

Annexure - II

DPR template and list of information to be covered in the Call for Proposals for Final Approval

Detailed Project Report: Table of Contents for the Detailed Project Report to be submitted by the Applicant for the targeted vertical (other items to be added as per the project requirement)

1. Project Snapshot

Brief of the proposed project with references as per the Detailed Project Report

2. Proposed Cluster Profile

- a. Details of the cluster including information like cluster map, total area under the focus crop, number of farmers associated, block-wise production analysis etc.
- b. Value Chain assessment of the focus crop
- c. Need-Gap analysis (for the opted vertical i.e., Pre-production & Production, Post-harvest Management & Value Addition and Logistics, Marketing & Branding)
- d. Details of logistics scenario in the cluster
- e. Identification of Strengths, Weaknesses, Opportunities and Threats of the cluster
- f. Global best practices and quality standards being adopted for the selected crop

3. Applicant Profile

- a. Names and brief profiles with annual turnover of the proposed promoters/ shareholders of the applicant along with their contact details (specify the name and contact details of the coordinating member for the project)
- b. Indicate the nature and location of existing operations of the applicant
- c. Relevant experience of the applicant in the focus cluster/ value chain, as per the selected vertical of the programme
- d. Details of past-experience in domestic and export trade (if applicable). The experience may be detailed out for Logistics, Marketing and Branding Vertical as specified below
 - Possession of existing brand/ trademark (domestic and export) name in the horticulture sector
 - Presence/ trade experience in a number of countries, elaborate
- e. Financial details of the applicant entity such as net-worth, net current asset and debt equity ratio and turnover along with audited Balance sheets for the last 3 years or Chartered Accountant (CA) Certificates. In the case of companies, CA certificates need to be certified by their statutory auditor(s).
- f. A brief note as to why the applicant is keen to undertake the development of the cluster project, their vision, etc.
- g. In case of formation of a new Entity, the details of the Entity, including the shareholding pattern
- h. Any other relevant information that would establish the credentials and suitability of the promoters in the context of the scheme

4. Proposed Project Profile

- a. Project Rationale for the proposed project
- b. Area coverage under the project for the focus crop in the target cluster
- c. Details of interventions in the project vertical opted for, as per programme guidelines
- d. Details of the proposed project components with area required, estimated capacities, and cost for various facilities/ activities. In case of upgradation of existing facilities, details of existing components to be specified.
- e. Availability of requisite land (ownership/ on lease for 15 years) as per the project need, location and connectivity details along with its GPS co-ordinates
- f. Structure of the project in terms of proposed strategy/ methodology for project implementation
- g. Details of farmers covered under the buyback arrangement in terms of area and quantity of the focus crop, if applicable
- h. Details of dovetailing of resources
- i. Along with the above, it is mandatory to provide vertical-wise information in the DPR as mentioned below:

S. No.	Vertical	Particulars
1	Pre-Production and Production	Proposed investment in the project on capacity-building of the farmers/ FPOs. Details of MoU/ Agreement with farmers/ farmer organization/s in the target cluster area for domestic and export linkages. Highlight the area and number of farmers directly covered in the cluster
2	Post-harvest Management and Value Addition	Details of MoU/ Agreement with farmers/ farmer organization/s in the target cluster area for buyback arrangement of raw material commodities. Highlight the area and number of farmers directly covered in the cluster
3	Logistics, Marketing and Branding	Details of MoU/ Agreement with farmers/ farmer organization/s in target cluster area for domestic and export linkages. Highlight the area and number of farmers directly covered in the cluster

5. Project Financials and Business Plan

- a. Summary of the estimated cost of each of the components of the project vertical for funding by the Government as outlined in the programme
- b. Proposed means of finance to fund the project: promoter's equity, term loan from Nationalized/ Scheduled banks, financial assistance sought etc.
- c. The amount of financial assistance needed for the project, as per the cost norms as defined in the programme guidelines
- d. Specify and share the details with respect to the Convergence with other schemes of Central/State governments
- e. Proposed Business Plan – Estimated revenue sources and assumptions,

- estimated operating costs and assumptions, Projected profit and loss statements, Balance sheets, and cash flows based on these assumptions
- f. Key financial indicators such as RoCE, BEP, NPV, IRR & DSCR based on the above financial assumptions
6. **Strategy for branding, marketing and export promotion of the target crop in the cluster, if applicable**
 7. **Details with respect to statutory compliances, risk mitigation strategy etc.**
 8. **Project Implementation Plan with year wise outputs and expected outcomes**
 - (A) **The list of the documents to be submitted along with the DPR for obtaining Final Approval**
 - a. Application form duly filled by the applicants on the prescribed template
 - b. The applicants are required to pay Application Processing Fees (non-refundable) and Earnest Money Deposit (refundable) as per the instructions provided in clause no.20 at page no.10 of this RFP.
 - c. Certificate of incorporation/ registration of the applicant, Memorandum and Articles of Association in case of Company/ Bye-laws of the Society, Co-operative/ Registered partnership deed, PAN card, TAN, GST, etc.
 - d. Annual Audited Balance sheet for the last three years of the applicant/ shareholders/ partners/ lead promoter (as applicable).
 - e. In-principle/ Final term loan sanction letter from any Scheduled Commercial Bank/ RBI- approved Financial Institution.
 - f. A detailed bank appraisal note from the Scheduled Commercial Bank/ RBI- approved Financial Institution.
 - g. Land documents - Documents in support of land title being in possession of the IA or registered Sale deed or registered lease deed, for a minimum period of 15 years, if applicable.
 - h. Documents in support of land title in the name of the applicant or land lease, duly registered with the competent authority. The applicant shall submit the Change in Land Use (CLU) for the proposed project, if applicable.
 - i. Copy of MoUs/ Agreement with farmers / FPOs.
 - j. Relevant experience in Export – Invoices/ Bill of lading/ Letter of Credit/ Import Export Code (IEC) copies / Contract copies/ Purchase Order related to exports of focus crop, if applicable.
 - k. Proposed Area coverage in the target cluster- Undertaking confirming the area covered under the focus crop for the proposed interventions in the cluster.
 - l. Undertaking to be submitted by the applicant in the prescribed format

- m. CA certified project cost details and means of finance
- n. Statutory Auditor certificate in support of net-worth, net current assets, debt equity ratio, turnover etc. of the proposed project along with the supporting documents suggested as per the programme guidelines
- o. The proposed component-wise cost breakup of civil work by the Chartered Engineer, if applicable
- p. The Proposed component-wise cost breakup of plant and machinery by the Chartered Engineer (Mechanical), if applicable
- q. Board resolution for confirmation of authorized signatory and for participation as Implementing Agency
- r. Mandate form from Bank
- s. Quotations of Plant and Machinery

(B) Documents in support of net-worth of the applicant

The net-worth in the case of Companies will be calculated based on the definition of net-worth in the Companies Act 2013.

i. Private Ltd. / Public Ltd. Companies / Cooperatives:

- a) The net-worth will be ascertained based on the paid-up share capital of the company and reserves created out of profits.
- b) Share application money would be considered towards calculation of net-worth, provided the same has been converted into paid-up capital within the stipulated time as per the Companies Act, but in any case, it should have been converted into paid-up capital before the submission of the proposal.
- c) A computation of net-worth based on latest audited standalone financial statements of the Company, as duly certified by the Statutory Auditor of the company, needs to be submitted along with the application.
- d) In case of Pvt. Ltd./ Public Ltd. Companies where a significant portion of its net worth stands invested in equity shares of unlisted companies or is shown as loans & advances to various parties with nil or negligible income/revenue, then following additional documents would be required to be submitted by the applicant to ascertain the net worth:
 - i. Details of Investments made in unlisted companies by the applicant company,
 - ii. Audited Financial Statements (AFS) for the previous year or latest provisional Balance Sheet of the companies wherein the investment has been made,
 - iii. Details of loans & advances along with reasons / justification for the same. In case it is observed that the equity contribution made by the promoter company has been utilized by the investee company in creating tangible assets/ Capital work in progress in projects which are under execution then such investments in shares would be considered at face value.

- iv. However, in case it is observed that the investment by the promoter company is further being reinvested by the investee company in equity shares of unlisted companies or given away as long term / short term advance to individuals / related party/other companies and the investor company has nil/negligible income / revenue, then no additional clarification shall be asked for and the net worth of such promoter company shall be considered after deducting such investments / loans & advances

ii. Proprietorship/ Partnership firms

The net-worth of all entities other than companies will be ascertained on the basis of the latest Balance sheet of the individual proprietor / partner(s) i.e., assets minus all liabilities, duly certified by the Chartered Accountant (CA) for compliance with the accounting standards issued by the Institute of Chartered Accountants of India (ICAI).

Components such as Assets include cash, current value of investments, land and building (supported by valuation report at circle rate, circle rate notification and land ownership documents), bonds, cash value of life insurance, current total balance of savings, current or fixed deposit accounts will be considered towards net-worth. The following methodology shall be adopted for determining the net-worth:

- a) Net-worth would be the sum of the net-worth of individual partners and the partnership firm (avoiding duplication of the investment in the partner's capital account of the firm) and the investments of each individual partner towards the partnership firm.
- b) If the applicant is an ongoing partnership / proprietorship firm and the applicant has submitted an audited Balance sheet of such a partnership / proprietorship firm, the net- worth based on the audited Balance sheet will be taken into consideration. However, if the net-worth as per the Balance sheet is insufficient, then the CA-certified statement of Assets and Liabilities of the individual Partners / Proprietors will be taken into consideration, provided the assets are supported with relevant documents as per the guidelines.
- c) In case the proposed applicant is a new entity then the CA-certified statement of Assets and Liabilities of the individual Partners / Proprietors will be taken into consideration, provided the assets are supported with relevant documents as per the guidelines.
- d) However, since in a partnership/ proprietorship firm, liability of the partners / proprietors is unlimited, the applicant should submit a CA-certified "Nil Liability Statement" or Statement of "Assets and Liabilities" of the individual partners / proprietors and the net liabilities based on these statements will be deducted while ascertaining the net-worth.
- e) The aforementioned net-worth components need to be supported by

relevant documents.

- f) Shares of unlisted companies will be considered at face value for net-worth and shares of listed companies will be considered based on the average market price of the share for a period of 6 months prior to the date of submission of the proposal.
- g) Assets such as car, jewelry, antiques, gold etc. will not be considered for net-worth.
- h) Loans and advances given to group companies / related concerns / individuals will also not be considered towards computation of net-worth.
- i) The applicant(s) will have to give a self-certification regarding the details of the encumbrance of the property submitted by them towards the net-worth.

iii. In case a new entity is proposed to be established as Implementing Agency, the following is applicable:

- a) Net-worth of proposed shareholders shall be considered. Each shareholder should meet minimum net-worth requirement of two times of their proposed equity contribution, as per the latest audited balance sheet or CA certificate, as applicable.
- b) Each shareholder should have a minimum 10% equity contribution and lead promoter identified within the applicant entity should have a minimum equity contribution of 26%. All the shareholders / partners of the new entity shall be jointly responsible and liable to fulfill all its obligations in respect of the project. The lead promoter cannot be changed during project period.
- c) The turnover, Debt Equity ratio and net current assets of the lead promoter shall be considered.

Annexure - II(a)

To Whomsoever It May Concern

This is to certify that M/s _____ is implementing a / an _____ (project vertical / integrated project) under the Horticulture Cluster Development Programme of National Horticulture Board for _____(crop name) at _____(cluster), _____(state) with an area coverage of ____ (Ha). The proposed area is located in the following block (s)/villages (s):

1.
2.
3.

We further certify that the proposed area coverage is% of total area under focus crop in the cluster.

Name of Authorized Signatory

Date: _____

Sign & Stamp

Annexure - II(b)

UNDERTAKING

I..... (Name of the Lead Promoter / Director / Partner / Proprietor etc.) son / daughter of Mr. / Ms./ Mrs..... (father's name) resident of (Residential address) do hereby solemnly affirm and declare / undertake as under:

1. That I am the lead promoter / director / partner / proprietor of M/s (name of applicant) having its Registration no. and Registered Office at (office address of applicant).
2. I hereby make this application and I am duly authorized in my own right/ by the management vide its resolution no.dated to apply and sign all required documents including this undertaking, on behalf of the company/ partnership firm/ cooperative society etc. named as; and am fully aware of the facts relating to the setting up of the project under the Horticulture Cluster Development Programme at Survey / Gat / Khasra Plot No, Village....., Tehsil....., District....., State....., PIN code (location of the project) for (activities to be undertaken by project) and the application is being made to the _____ under the Horticulture Cluster Development Programme.
3. That the terms and conditions for the programme under which this application is made by have been properly read and understood by me and I affirm that the project / proposal comply with all the terms and conditions and provisions mentioned in the programme guidelines.
4. That the proposed activities to be undertaken by the project / proposal are covered under the above programme and no part of the interventions / infrastructure of the project is designed or assigned to be used for any activity other than the activities specified in the application at present or in the future.
5. It is certified that (name of applicant) has obtained / not obtained or applied for financial assistance for the same component / activity of the project from any other Ministry or Department of the Government of India or State Government or their agencies. If obtained / applied for, the details thereof are.
6. I also solemnly affirm / undertake that the proposed project components in the application are a completely new activity and not a pre-existing activity or any component thereof. In case of up gradation, details are to be provided.

7. In case of concealment of any facts in this regard, National Horticulture Board would have the right to reject / cancel my application / project outright at any stage.
8. I will meet any short fall in means of finance due to less admissibility of financial assistance, or any future reduction in financial assistance, or any escalation caused in the cost of the project.
9. I shall not dispose off or encumber or utilize the assets created wholly or substantially out of government financial assistance for any purpose other than those for which they have been sanctioned, without obtaining the prior approval of the sanctioning authority of the financial assistance.
10. In case of non-implementation / delayed implementation of the project, National Horticulture Board will have the absolute right to cancel the approval granted, levy a penalty and also recall the financial assistance released, if any, along with interest as per the programme guidelines.
11. In case of failure to operate the project for at least three years after commencement of commercial operation, I shall return the entire financial assistance with interest @ 10% per annum.
12. User charges/ hiring rates of the facilities/ activities undertaken in the projects created under the scheme will be disseminated to the public, including the uploading of the same on the website of the project / organization. A copy of the same will also be made available to National Horticulture Board and Cluster Development Agency.
13. I also undertake that all the information furnished in the application and the DPR with respect to the eligibility conditions, etc. are true and correct to the best of my knowledge and belief and nothing material has been concealed there from.

Date: _____

Signature of the Applicant/ Lead Promoter

Place: _____

Annexure – II(c)

CA Certified Project Cost
(Letter Head of the CA)

Date:

Name of the Project:

Location:

CA certificate (With UDIN, membership No. and firm registration No. of CA) in the following format: -

i. Project Cost:

S. No.	Name of the Component/ Item	Amount (₹ in lakh)
1.	Land/ development charges	
2.	Civil works - Technical civil works - Other civil works	
3.	Plant & Machinery	
4.	Misc. Fixed Assets	
5.	Other	
TOTAL		

ii. Means of Finance:

S. No.	Particular	Amount (₹ in lakh)
1	Promoter's Equity	
2	Term Loan	
3	Financial Assistance	
4	Unsecured Loan*	
	Total	

*Details of unsecured loans along with PAN No. of lenders, if any, duly certified by the CA.

Signature and Seal of C.A (Statutory Auditor in case of company)

Date: _____

Counter signature of promoter/ authorized signatory of applicant firm with Seal

Letter Head - CA
Net-worth Certificate

TO WHOMSOEVER IT MAY CONCERN

This is to certify that on the basis of the Income Tax Return filed by Mr. _____ S/o Mr. _____ and other relevant documents, his net-worth is determined as follows:

Particulars	Amount (Rupees in Lakhs)
A) Fixed Assets	
.....	
.....	
Sub Total (A)	
B) Other Investments/ assets	
.....	
.....	
Sub Total (B)	
Total (A + B) = C	
Liabilities	
.....	
.....	
Sub Total (D)	
Total Net-Worth (C- D)	

Note:

For _____

Chartered Accountants

FRN: _____

UDIN: _____

CA _____

(Designation)

Membership No. _____

Date: _____

Place: _____

Annexure - II(e)

CE Certificate (Civil) Format for Technical Civil Work (Letter Head of the CE)

CE certificate (With membership/registration No. of CE) in the following format:

Name of the Project:

Location with address:

Date of site visit by Chartered Engineer:

Project Progress: (If the project has multiple locations, the location-wise details should be submitted in the format given below for each location)

S. No.	Name of Component	Proposed/ appraised Area (sqm)	Proposed/ appraised Cost (Lakh Rs)	Actual Area (sqm)	Actual Cost (Lakh Rs)	Rate/ Unit (Rs/Sqm)	Remarks about the status of implementation (such as ordered, received, installation in progress, installed or commissioned)	New/ Upgradation	Comments on quality, construction standards, market rates
	Total								

Note: - In case of upgradation, a detailed note supported with relevant documents shall be provided

Signature and Seal of C.E.

**Membership number -
Name and Designation -**

Counter signature of promoter/ authorized signatory of applicant with Seal

Annexure - II(f)

CE Certificate (Mechanical) Format for Plant & Machinery: (Letter Head of the CE)

CE Certificate (With membership/registration No. of CE) in the following format: -

Date: _____

Name of the project:

Location with address:

Date of visit by Chartered Engineer:

Project Progress (If the project has multiple locations, the location-wise details should be submitted in the format given below for each location)

S. No.	Name of Component	Proposed Quantity	Proposed Capacity	Proposed Cost (₹ in lakh)		New/ Upgradation	Supplier/ Manufacturer (Supported by quotations)
				Basic Cost	Taxes, freight, installation, insurance		
	Component - 1						
	Component - 2						
	Component - 3						
	TOTAL						

Note: - In case of upgradation, a detailed note supported with relevant documents shall be provided

Signature and Seal of C.E.

Membership number -

Name and Designation -

Counter signature of promoter/ authorized signatory of company with Seal

**<On Letter Head - Applicant>
Board Resolution**

Resolution No:

Date: /...../ 2025

True Copy Of Resolution Passed In The Board Meeting Of M/s _____ held On /
...../ 2025 At.....A.M./ P.M. At The Registered/ Corporate Office At
.....Resolved that
Mr., (Designation) of firm, be & is
hereby authorized to apply and sign all required documents including the undertaking on
behalf of the firm, and to do all such acts & deeds as may be required for obtaining financial
assistance from the..... under the Horticulture Cluster Development
Programme with Resolution number _____

The signature of, Mr. _____ is hereby attested.

(Name of Authorized Signatory)

Certified true copy.

Managing Director
(_____)

Director
(_____)

Date: _____

Place: _____

Mandate Form

ELECTRONIC CLEARING SERVICE (CREDIT CLEARING) / REAL TIME GROSS SETTLEMENT (RTGS) FACILITY FOR RECEIVING PAYMENTS

DETAILS OF ACCOUNT HOLDER:

Name of account holder	
Complete contact address	
Telephone number, Fax and Email	

BANK ACCOUNT DETAILS: -

Bank Name	
Branch Name with complete address Telephone number and Email	
Branch's IFSC Code	
Bank Account (Grant-In-Aid, Term Loan and Promoter's Equity)	Financial Assistance
Complete Bank Account Number (Latest)	
MICR Code of Bank	

DATE OF EFFECT: -

I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information, I will not hold the _____ responsible.

Date:

Signature of Customer

Certified that the particulars furnished above are correct as per our records.

(Signature and Seal of Bank)