



Department of Industrial Policy & Promotion
Government of India
Ministry of Commerce & Industry



REQUEST FOR PROPOSALS GUIDANCE FOR APPLICANTS

Technology Acquisition & Development Fund (TADF)

Scheme by
Department of Industrial Policy & Promotion (DIPP),
Ministry of Commerce & Industry, Government of
India

Implemented by
Global Innovation & Technology Alliance (GITA)

For application submission & further information, please contact:

www.gita.org.in/DIPP-TADF.html

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Contents

| | |
|---|----|
| List of Abbreviations..... | 4 |
| 1. Executive Summary | 5 |
| 2. Scheme Qualification | 5 |
| 3. Technical & Administrative Management of TADF | 6 |
| 4. Snapshots of Schemes inviting Applications under TADF | 6 |
| 5. Request for Proposal (RFP) dates and Evaluation Cycles..... | 7 |
| 6. Mode of Technology Acquisition..... | 7 |
| 7. Identification Mechanism / Eligibility Criteria / who is eligible to Apply?..... | 7 |
| 8. Understanding the TADF Mechanism | 8 |
| Detailed information on Schemes under which applications are invited | 9 |
| 9.1 Scheme summary of Direct Support for Technology Acquisition (TADF – DS) | 9 |
| 9.2 Eligibility Criteria / Who can apply?..... | 10 |
| 9.3 Funding | 10 |
| 9.4 Mode of Delivery | 10 |
| 9.5 Eligible Costs | 11 |
| 9.6 Financial Supports Process | 11 |
| 9.7 Mentoring/Monitoring of the projects..... | 12 |
| 10.1 Scheme summary of In-direct Funding Support for Technology Acquisition through Patent Pool (TADF – IS)..... | 12 |
| 10.2 Eligibility Criteria / Who can apply?..... | 13 |
| 10.3 Funding | 14 |
| 10.4 Eligible Costs | 14 |
| 10.5 Financial Supports Process | 14 |
| 10.6 Mentoring/Monitoring of the projects..... | 15 |
| 11.1 Scheme summary of Subsidies /incentives for Manufacturing Technology / Equipment (TADF – ES) | 15 |
| 11.2 Eligibility Criteria / Who can apply?..... | 16 |
| 11.3 Funding | 17 |
| 11.4 Eligible Costs | 17 |

| | | |
|------|--|----|
| 11.5 | Financial Supports Process | 17 |
| 11.6 | Mentoring/Monitoring of the projects..... | 18 |
| 12 | Registration and Application Submission Process | 19 |
| 13 | Documents required during Application Submission Process | 19 |
| 14 | Screening of Applications | 20 |

List of Abbreviations

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| APR | Annual Progress Report |
| B2B | Business to Business |
| CII | Confederation of Indian Industry |
| DIPP | Department of Industrial Policy & Promotion, Gol |
| DG | Director General |
| DST | Department of Science & Technology, Government of India |
| GITA | Global Innovation & Technology Alliance |
| GMAC | Green Manufacturing Advisory Committee |
| Govt. | Government |
| Gol | Government of India |
| INR | Indian National Rupee |
| IPR | intellectual Property Right |
| MEA | Ministry of External Affairs, Government of India |
| MOU | Memorandum of Understanding |
| MoCI | Ministry of Commerce & Industry, Gol |
| MSMEs | Micro, Small & Medium Enterprises |
| NCSC | National Children Science Congress |
| NMP | National Manufacturing Policy 2011 |
| NIMZ | National Investment and Manufacturing Zones |
| PDA | Project Development Activities |
| PoE | Panel of Experts |
| PoC | Proof of Concept |
| R&D | Research & Development |
| RFP | Request for Proposal |
| S&T | Science & Technology |
| SE | Statement of Expenditure |
| STI | Science, Technology & Innovation |
| TADF | Technology Acquisition & Development Fund |
| TDB | Technology Development Board, Government of India |
| Technology | Technology/Customised Products/Specialised Services/ /Patents/ Industrial Design and Equipment/Machines |
| UC | Utilization Certificate |

1. Executive Summary

The Department of Industrial Policy & Promotion (DIPP), Ministry of Commerce & Industry, Govt. of India had notified [vide **DIPP's Notification reference no SO 2580 (E) dated September 21, 2015** (http://dipp.nic.in/English/acts_rules/Notification/TADF_Notification_01October2015.pdf)]

a unique Scheme for enabling Technology Acquisition and Development under the National Manufacturing Policy 2011 (NMP) especially supporting the followings:

- Patent Pool and Licensing
- Reimbursement of Direct Patent Acquisition Cost
- Incentivizing Production of Equipment for Controlling Pollution
- Reducing Energy Consumption and for Water Conservation through Interest and Capital Subsidies
- Incentives for Energy and Environmental Audit, Waste Water Treatment, Rain Water Harvesting, Renewable Energy and Green Buildings

The Program is conceptualised to facilitate applicability of **clean & green technologies available to Indian MSMEs sector**. This program will be transformational mechanism for Indian MSMEs as various schemes are available for facilitating infrastructure and working capital for MSMEs, however not much support is available for facilitating clean & green technologies to the sector. TADF scheme is first of its kind and program has been designed, taking into consideration various stages from project qualification to implementation. The selection criteria is consistent with the objective of the National Action Plan on Climate Change and the strategy for inclusive sustainable development. Additionally, the criteria will be reviewed by the GMAC periodically as technology being dynamic and evolving constantly.

This is an initiative of Technology Transfer for Productivity Improvements, Decarbonizing the operation through Energy Efficiency & Clean Energy Deployment.

2. Scheme Qualification

The Scheme is open to **all existing and new Micro, Small and Medium Enterprises** (MSMEs) including those in the National Investment and Manufacturing Zones (NIMZs) in respect of their investments made after notification of the Scheme.

Industries/companies/organizations willing to avail the funding support should be eligible as per the specifications/ definitions/eligibility criteria, what can be categorised as 'Clean and Green Technology' as devised by a Committee called the Green Manufacturing Advisory Committee (GMAC)*.

**GMAC, for more details of GMAC, please refer the DIPP's Gazette Notification SO 2580 (E) dated September 21, 2015*

3. Technical & Administrative Management of TADF

Global Innovation & Technology Alliance (**GITA**) has been mandated for Technical & Administrative management & implementation of the Technology Acquisition & Development Fund (**TADF**), on behalf of the Department of Industrial Policy & Promotion (**DIPP**), Ministry of Commerce & Industry, Govt of India.

GITA is a "non-for-profit" Section-8 (Companies Act 2013) Public Private Partnership (PPP) company **promoted jointly** by the Technology Development Board (TDB), Department of Science & Technology (DST), **Government of India** (GoI) and the **Confederation of Indian Industry** (CII).

To engage private and public sector in R&D, the Department of Science & Technology, Government of India has published Report of The Joint Committee of Industry & Government (JCIG) on "White Paper on Stimulation of Investment of Private Sector into Research & Development in India" in May 2013. Report highlighted that *"the recently incorporated PPP Section 25 company, Global Innovation & Technology Alliance (GITA) may be entrusted with the responsibility of managing this initiatives under duly constituted Joint Apex Council (Reference point no 4.5 on page 40)"*.

4. Snapshots of Schemes inviting Applications under TADF

| Sl. No. | Schemes of TADF | Funding Support/Snapshot |
|---------|--|---|
| 1 | Direct Technology Acquisition | Reimbursement of 50% of Technology Transfer fee or Rs 20 Lakhs, whichever is lower |
| 2 | In-direct Technology Acquisition | Subsidy of 50% of the mutually agreed value or Rs 20 Lakhs, whichever is lower |
| 3 | Subsidy for Manufacturing Equipment / Technology | Subsidy of upto 10% of capital expenditure incurred on new Plant & Machinery subject a maximum of Rs 50 Lakhs |
| 4 | Incentive Scheme for Green Manufacturing** | The scheme facilitates resource conservation activities in industries located in NIMZ through the introduction of incentive / subsidy schemes for energy/ environmental / water audits, construction of green buildings, implementation of waste treatment Facilities and implementation of renewable energy projects |

** For funding details refer Gazette Notification reference no SO 2580 (E) dated September 21, 2015

(http://dipp.nic.in/English/acts_rules/Notification/TADF_Notification_01October2015.pdf or www.gita.org.in/DIPP-TADF.html)

5. Request for Proposal (RFP) dates and Evaluation Cycles

- **RFP Timeline:** RFP will be opened till January 31, 2017.
- **Evaluation Cycles:**
 - 1st Cycle: Application received till January 15, 2016
 - 2nd Cycle: Application received till February 29, 2016
 - 3rd Cycle: Application received till June 30, 2016
 - 4th Cycle: Application received till October 15, 2016
 - 5th Cycle (Last): Application received till January 31, 2017

6. Mode of Technology Acquisition

- Outright purchase of Technologies with/without the engagement of a consultancy
- Joint Venture with counter parts for Relevant Technology
- Purchase of active Intellectual Property Right (IPR) which meets buyers' requirements
- Creation of "Technology Pool/Patent Pool"

7. Identification Mechanism / Eligibility Criteria / who is eligible to Apply?

Proposed schemes would be transformational mechanism for Indian MSMEs as they can acquire/use Clean & Green technologies, which is in form of Customised Products/Specialised Services available in the market with requisite level of proof that it is Clean/Green/Energy Efficient Technology from individuals, organizations located in India, and anywhere in the globe, who are legitimate technology. Eligibility criteria for the Technology acquirers are as under:

- a. Companies must be incorporated in India and should be classified under the MSME category as defined by the Government of India (including proprietorship, partnership, LLP, private limited, limited) and at least 51% stake should be held by Indian citizens
- b. The Technology/Customised Products/Specialised Services/Patents/Industrial Design to be acquired or bought, provided by a reputed & registered organisation, located in India or anywhere else across the Globe
- c. The Technology/ Customised Products/Specialised Services /Patents/Industrial Design must be categorised as 'Clean and Green Technology' as per the specifications/definitions/eligibility criteria
- d. The applicant either have required competence in the field or already been involved in the production, fabrication and manufacturing process using the technology, process or similar line of activities

8. Understanding the TADF Mechanism

- 8.1 Download the Guideline and Application Form from <http://gita.org.in/DIPP-TADF.html> and complete the same with **necessary testimonials**.
- 8.2 Register yourself for Online Application Submission.
- 8.3 Submit the completed application till the Midnight of the last date of the respective **RFP Cycle** will be considered. Application will only be accepted through **Online Mode**; any other form of submission will not be considered.
- 8.4 Applicants will be informed via email after the initial **Screening** for the **Completeness of the Information**.
- 8.5 Techno-financial evaluation of received Proposal by a **Panel of Experts (PoE)** **appointed by DIPP / GITA** will be carried out and applicants may be called at their expenses for making presentation to the PoE.
- 8.6 Approval of **Green Manufacturing Advisory Committee (GMAC)** on evaluated proposal by the PoE. Results will be communicated to all applicants via email.
- 8.7 **Release of the Grant letter** by GITA to the Successful Applicants and **Signing of Agreement**.
- 8.8 Submission of hard copy of **Commissioning Letter** (with by Financial Utilization Certificate signed by the third party CA auditor) of the approved Technology jointly by the applicant company and the **Technology Provider**.
- 8.9 **Immediate Release of Grant Fund** after on site verification by Experts /GITA personnel.

Detailed information on Schemes under which applications are invited

| Sl. No. | Schemes of TADF | Detailed Notes for Applicants |
|---------|-------------------------------|--|
| 1 | Direct Technology Acquisition | <p>9.1 Scheme summary of Direct Support for Technology Acquisition (TADF – DS)</p> <p>9.1.1 Proposals are invited from Indian industry, already identified the technology/patent/industrial design, its source and value for in-principal approval as per TADF program</p> <p>9.1.2 The Scheme is applicable to all existing and new Micro, Small and Medium Enterprises (MSMEs) including those in the National Investment and Manufacturing Zones (NIMZs) in respect of their investments made after notification of the Scheme.</p> <p>9.1.3 Applicant must comply the norm of “Clean and Green Technology” as per specifications/ definitions/eligibility criteria, devised by GAMC. The criteria will be consistent with the objective of the National Action Plan on Climate Change and the strategy for inclusive sustainable development. The criteria will be reviewed by the GMAC periodically as technology being dynamic and evolving constantly.</p> <p>9.1.4 Proposals will be evaluated by Panel of Experts (PoE) to assess the competence of the companies to leverage the patent to manufacture and access markets globally, to evaluate technology on its techno commercial appropriateness and finally, it will be presented to GMAC for final approvals.</p> <p>9.1.5 Upon receipt of technology by the applicant, they needs to submit technology transfer agreements duly signed with proof of payments made, for reimbursement of 50% of technology transfer fee or Rs. 20 lakhs, whichever is lower, to GITA. Any technology transfer fee that is connected to sales will not be considered under this scheme.</p> <p>9.1.6 The funded companies' needs to submit Annual Progress Report (APR) to GITA on the status of technology acquired and benefits accrued over next five years.</p> <p>9.1.7 Acquirer to execute funding agreement with GITA</p> |

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| | | <p>9.1.8 Technology to be acquired on Outright purchase basis hence No Royalty to be paid to original Technology developer by the funded company</p> <p>9.2 Eligibility Criteria / Who can apply?</p> <p>9.2.1 Companies must be incorporated in India and in the MSME category as defined by the Government of India. (including proprietorship, partnership, LLP, private limited, limited) and at least 51% stakes should be held by Indian citizens</p> <p>9.2.2 The Technology/Customised Products/Specialised Services /Patents/ Industrial Design to be acquired or brought, provided by a reputed & registered organisation, located in India and anywhere in globe</p> <p>9.2.3 Technology is non-transferable</p> <p>9.2.4 If companies fails to utilise/commercialise the acquired technology within 24 months from the date of Go-To-Market (GTM) then GITA would recall such technology</p> <p>9.3 Funding</p> <p>9.3.1 After the technology is received by the applicant MSME, it will submit technology transfer agreements duly signed with proof of payments made, for reimbursement of 50% of technology transfer fee or Rs 20 Lakh, whichever is lower, to Global Innovation and Technology Alliance (GITA). Any technology transfer fee which is already a part of the sales will not be eligible for financial support.</p> <p>9.4 Mode of Delivery</p> <p>9.4.1 The mode of technology adoption can be in a variety of forms, as under:</p> <ul style="list-style-type: none"> a) Total outright purchase of embodied technologies with / without the engagement of a consultancy b) Joint venture with counter parts where the technology is available c) Buying of active IPR which meets buyers' requirements |
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| | | <p>9.5 Eligible Costs</p> <p>9.5.1 Outright purchase cost of legitimate technology/patent/industrial design including Applicable taxes & Duties, Consultancies; excluding Transportations, Installations, Testing & Demonstrations, Legal Dispute costs etc</p> <p>9.6 Financial Supports Process</p> <p>9.6.1 Applicant must submit the Online Application Form to GITA while deciding the appropriate evaluation cycle</p> <p>9.6.2 RFP will be opened throughout the year however evaluation will be done immediately after close of every quarter</p> <p>9.6.3 GITA would initially screen all the applications received for completeness of information as per the RFP criteria/guidelines. If there are gaps in the information, GITA may contact the applicants asking them to provide the information required to fill the shortfall/gaps.</p> <p>9.6.4 Applicants may be called for presentation to PoE. GITA will intimate the schedule/venue for the PoE meeting in advance, Applicants needs to bring along with check-list of supporting documents to be produced by applicants at the PoE meeting. No TA/DA will be paid to the applicants for this purpose.</p> <p>9.6.5 PoE will evaluate and grade all received applications and recommend to Green Manufacturing Advisory Committee (GMAC) for endorsement/final approval.</p> <p>9.6.6 GITA will communicate to all submitted applicants with final outcome of their applications</p> <p>9.6.7 GITA will share the Conditional Sanction Letter to all successful applicants</p> <p>9.6.8 GITA will conduct Due-Diligence to all successful applicants</p> <p>9.6.9 Successful applicants must accept the Conditional Sanction Letter and sign Funding agreement with GITA</p> <p>9.6.10 Successful applicants needs to procure the technology as per approvals and submit the requisite documents for getting fund reimbursements</p> |
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| | | <p>9.7 Mentoring/Monitoring of the projects</p> <p>9.7.1 The funded companies' must submit Annual Progress Report (APR) to GITA on the status of technology acquired and benefits accrued over next five years.</p> |
| 2 | In-direct Technology Acquisition | <p>10.1 Scheme summary of In-direct Funding Support for Technology Acquisition through Patent Pool (TADF – IS)</p> <p>10.1.1 DIPP/GITA to map the technology needs of MSMEs and Call for in-principle Proposals from interested MSMEs for particular technologies/patents/ customised product/specialised services</p> <p>10.1.2 GITA to Acquire the technology/Patent/customised product/specialised services, provided by a reputed & registered organisation, located in India and anywhere in globe, based on applications received from willing MSMEs through following process:</p> <p>10.1.3 Identification of multiple sources of patents world-wide, including Off-patent items.</p> <p>10.1.4 Assessments and evaluations of technologies/Patents by a pool of experts</p> <p>10.1.5 Negotiations with Technology/Patent providers and Acquiring patents through proper agreements.</p> <p>10.1.6 DIPP/GITA create a "Technology Pool/Patent Pool" for onward licencing to MSMEs.</p> <p>10.1.7 The Scheme is applicable to all existing and new Micro, Small and Medium Enterprises (MSMEs) including those in the National Investment and Manufacturing Zones (NIMZs) in respect of their investments made after notification of the Scheme.</p> <p>10.1.8 Proposals are invited from Indian industry, who would be interested to have the license the acquired "Pool of technology/patent".</p> <p>10.1.9 Proposals will be evaluated by Panel of Experts (PoE) to assess the competence of the companies to leverage the patent to manufacture and access markets globally, to evaluate technology on its techno commercial appropriateness and finally, it will be presented to GMAC for final approvals.</p> |

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| | | <p>10.1.10 Technology/Patent will be licensed to successful companies, with a mutually agreed value. The successful companies will get a subsidy of up to 50% of the mutually agreed value or Rs 20 Lakhs, whichever is lower, and seek funding from GITA. If the mutually agreed value is more than Rs 20 Lakhs, the companies will pay to GITA the differential amount over Rs 20 Lakhs.</p> <p>10.1.11 The funded companies' needs to submit Annual Progress Report (APR) to GITA on the status of technology acquired and benefits accrued over next five years.</p> <p>10.1.12 On behalf of the Govt of India, DIPP would be the ultimate owner of the technology and funded companies will be licensee for particular duration</p> <p>10.1.13 All these acquired technology would be open source technology and not limited to particular set of companies or individual company</p> <p>10.1.14 Company will execute funding agreement with GITA to avail funding support</p> <p>10.1.15 GITA can acquire technology in both ways top-down and bottom-up approach. Group with five and above can also propose the technology to GITA and it will acquire on their behalf</p> <p>10.1.16 Technologies / Patents will be acquired centrally from various sources, as a pool, will be licensed to selected companies, at mutually agreed value and terms & conditions.</p> <p>10.1.17 GITA may license the acquired technology to multiple users</p> <p>10.2 Eligibility Criteria / Who can apply?</p> <p>10.2.1 Companies must be incorporated in India and in the MSME category as defined by the Government of India. (including proprietorship, partnership, LLP, private limited, limited) and at least 51% stakes should be held by Indian citizens</p> <p>10.2.2 The Technology/Patents must be patented upto a maximum period of 5 years prior to the date of submission of the project from individuals, organizations located in India, and anywhere in the globe, who are legitimate technology owners.</p> <p>10.2.3 The Technology/Customised Products/Specialised Services /Patents/ Industrial Design to be acquired or brought must be provided by a reputed & registered organisation, located in India and anywhere in globe</p> |
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| | | <p>10.2.4 Any Transfer of the acquired Technology is solely at the discretion of DIPP, Govt of India.</p> <p>10.2.5 If companies fails to utilise/commercialise the acquired technology within 24 months from the date of Go-To-Market (GTM) then GITA would recall such technology.</p> <p>10.2.6 The technology must fall under 'Clean and Green Technology" as per GMAC criteria</p> <p>10.2.7 The company must either have required competence in the field or already been involved in the production, fabrication and manufacturing process using the technology.</p> <p>10.3 Funding</p> <p>10.3.1 Technology /Patent will be licensed to selected companies, with a mutually agreed value, and terms and conditions. These companies will get a subsidy of 50% of the mutually agreed value or Rs 20 Lakhs, whichever is lower. If the mutually agreed value is more than Rs 20 Lakh, the companies will pay to GITA the differential amount over Rs 20 Lakh.</p> <p>10.4 Eligible Costs</p> <p>10.4.1 Cost of legitimate technology/patent including Applicable taxes & Duties; excluding Transportations, Installations, Testing & Demonstrations, Consultancies, Legal Dispute costs etc</p> <p>10.5 Financial Supports Process</p> <p>10.5.1 Applicant must submit the Online Application Form to GITA while deciding the appropriate evaluation cycle</p> <p>10.5.2 RFP will be opened throughout the year however evaluation will be done immediately after close of every quarter</p> <p>10.5.3 GITA would initially screen all the applications received for completeness of information as per the RFP guidelines. If there are gaps in the information, GITA may contact the applicants asking them to provide the information required to fill in the shortfall/gaps.</p> |
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| | | <p>10.5.4 Applicants may be called for presentation to PoE. GITA will intimate the schedule/venue for the PoE meeting in advance, Applicants needs to bring along with check-list of supporting documents to be produced by applicants at the PoE meeting. No TA/DA will be paid to the applicants for this purpose.</p> <p>10.5.5 PoE will evaluate and grade all received applications and recommend to Green Manufacturing Advisory Committee (GMAC) for endorsement/final approval.</p> <p>10.5.6 GITA will communicate to all submitted applicants with final outcome of their applications</p> <p>10.5.7 GITA will share the Conditional Sanction Letter to all successful applicants</p> <p>10.5.8 GITA will conduct Due-Diligence to all successful applicants</p> <p>10.5.9 Successful applicants must accept the Conditional Sanction Letter and sign Funding agreement with GITA</p> <p>10.5.10 Successful applicants needs to procure the technology as per approval and submit the requisite documents for getting fund reimbursements</p> <p>10.6 Mentoring/Monitoring of the projects</p> <p>10.6.1 The funded companies' needs to submit Annual Progress Report (APR) to GITA on the status of technology acquired and benefits accrued over next five years.</p> |
| 3 | Subsidy for Manufacturing Equipment / Technology | <p>11.1 Scheme summary of Subsidies /incentives for Manufacturing Technology / Equipment (TADF – ES)</p> <p>11.1.1 This scheme will financially support (as subsidies/incentives) to MSMEs, for manufacturing equipment / technology to be used for controlling pollution, decarbonising, reducing energy consumption and water conservation. The fund will provide subsidies/incentives to manufacturing sectors in the following technologies areas:</p> <ul style="list-style-type: none"> a) Production of energy from the sun, wind, geothermal and other renewable resources; clean coal technology; creation and management of carbon sinks. b) Equipment/Technology to be used for energy-conservation, energy-efficient lighting and smart grid. c) Equipment/Technology to be used for water conservation |

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| | | <ul style="list-style-type: none"> d) Equipment/Technology to be used for reducing air, water etc pollution e) Equipment/Technology to be used for recycling of waste f) Equipment/Technology to be used for refining or blending renewable fuels. g) Green building equipment/technologies h) Equipment/Technology to be used for Fuel Cells, Micro-turbines or energy-storage systems for use with electric or hybrid-electric motor vehicles. <p>11.1.2 The Scheme is applicable to all existing and new Micro, Small and Medium Enterprises (MSMEs) including those in the National Investment and Manufacturing Zones (NIMZs) in respect of their investments made after notification of the Scheme.</p> <p>11.1.3 Proposals are invited from Indian industry, who either have either set up or expanded manufacturing units for producing the specific equipment as listed above, for seeking approval from TADF.</p> <p>11.1.4 Proposals will be evaluated by Panel of Experts (PoE) to assess the competence of the companies to leverage the patent to manufacture and access markets globally, to evaluate technology on its techno commercial appropriateness and finally, it will be presented to GMAC for final approvals.</p> <p>11.1.5 On approval, manufacturing units will be provided with a subsidy of up to 10% of Capital Expenditure (Capex) incurred on new plant and machinery subject to a maximum of Rs 50 Lakhs.</p> <p>11.1.6 The funded companies' needs to submit Annual Progress Report (APR) to GITA on the status of technology acquired and benefits accrued over next five years.</p> <p>11.1.7 Company will execute legal agreement with GITA to avail funding support</p> <p>11.2 Eligibility Criteria / Who can apply?</p> <p>11.2.1 Companies must be incorporated in India and in the MSME category as defined by the Government of India. (including proprietorship, partnership, LLP, private limited, limited) and at least 51% stakes should be held by Indian citizens</p> <p>11.2.2 Proposals are invited from Indian industry, who either have either set up or expanded manufacturing units for producing the specific equipment as listed above, for seeking funding under TADF program.</p> <p>11.2.3 Manufacturing Technology/Equipment is non-transferable</p> |
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| | | <p>11.2.4 If companies fails to utilise/commercialise the acquired technology within the 24 months from the date of Go-To-Market (GTM) then GITA would recall such technology.</p> <p>11.2.5 The company must either have required competence in the field or already been involved in the production, fabrication and manufacturing process using the technology.</p> <p>11.3 Funding</p> <p>11.3.1 Financial support (Subsidy/Incentive) up to 10% of the of approved Capital Expenditure (Capex) incurred on new plant and machinery subject to a maximum of Rs 50 Lakhs</p> <p>11.4 Eligible Costs</p> <p>11.4.1 Cost of legitimate technology/equipment including Applicable taxes & Duties, Transportations, Installations, Testing & Demonstrations, Consultancies; excluding Legal Dispute costs etc</p> <p>11.5 Financial Supports Process</p> <p>11.5.1 Applicant must submit the Online Application Form to GITA while deciding the appropriate evaluation cycle</p> <p>11.5.2 RFP will be opened throughout the year however evaluation will be done immediately after close of every quarter</p> <p>11.5.3 GITA would initially screen all the applications received for completeness of information as per the RFP guidelines. If there are gaps in the information, GITA may contact the applicants requesting them to provide the information required to fill in the shortfall/gaps.</p> <p>11.5.4 Applicants may be called for presentation to PoE. GITA will intimate the schedule/venue for the PoE meeting in advance, Applicants needs to bring along with check-list of supporting documents to be produced by applicants at the PoE meeting. No TA/DA will be paid to the applicants for this purpose.</p> <p>11.5.5 PoE will evaluate and grade all received applications and recommend to Green Manufacturing Advisory Committee (GMAC) for endorsement/final approval.</p> |
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| | | <p>11.5.6 GITA will communicate to all submitted applicants with final outcome of their applications</p> <p>11.5.7 GITA will share the Conditional Sanction Letter to all successful applicants</p> <p>11.5.8 GITA will conduct Due-Diligence to all successful applicants</p> <p>11.5.9 Successful applicants must accept the Conditional Sanction Letter and sign Funding agreement with GITA</p> <p>11.5.10 Successful applicants needs to procure the technology as per approval and submit the requisite documents for getting fund reimbursements</p> <p>11.6 Mentoring/Monitoring of the projects</p> <p>11.6.1 The funded companies' needs to submit Annual Progress Report (APR) to GITA on the status of technology acquired and benefits accrued over next five years.</p> |
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12 Registration and Application Submission Process

To ensure proper Registration and Online Application submission, please follow the following processes:

12.1 Applicant visit the link <http://gita.org.in/DIPP-TADF.html> to view the information and download of application form along with relevant documents

12.2 Applicant able to download application without registration process however needs to register first for Online Application Submission

12.3 Registration Process at GITA website

- Registration is two stage process
- Stage I – User need to provide basic information
- Stage II - system will send Login ID and Password to provided email ID and ask for completion of registration profile.
- Upon completion of registration profile, applicants will receive an auto-generated email/SMS acknowledgement in a short span of time, confirming the registration along with registration no.

12.4 Post registration, applicants will be able to Fill up/Submit Online Application Form.

12.5 Application Submission Process:

- Applicant must submit the Online Application (no other mode will be accepted)
- Complete the form and Submit the desired Application Form as per deadline
- Upon Application submission, system will send auto-generated SMS/email acknowledgement to provided email ID/SMS, along with application reference no.
- Applicant needs to upload the necessary documents as per deadlines as per requirements
- For multiple applications, Applicant needs to contact GITA Programme Managers

12.6 Only Online mode will be accepted, other form of submission will be rejected

13 Documents required during Application Submission Process

Post online submission of application, please send two sets of hard copies of followings documents within seven days from date of submission. **Please note, non-submission of listed below documents will be treated as In-complete proposal.**

- 1) Covering letter

- 2) Completed Full Application Form along with all annexures (Print, signed and stamped by Authorised signatory)
- 3) MSME/NSIC/DIC/Other Registration certificate from applicable agency
- 4) Copy of the Registration Certificate, issued by competent authority
- 5) Know Your Customer (KYC) documents – i.e. Identity and Address Proof of the company
- 6) Audited Annual Reports (including Income Tax Return, Balance Sheet, Profit & Loss Account & Auditor's Reports) for the last three Financial Years.
- 7) Design/Sketches/Drawing/Pictures of proposed Technology
- 8) Promotional Material, Brochure, Flyer etc of proposed Technology
- 9) Company presentation, catalogue, etc., if any
- 10) Self-declaration letter by Technology/Patents/Industrial Design developer, stating that, they are the legitimate owner and free from any litigation
- 11) Self-declaration letter from applicant stating that, they are acquiring Technology/Patents/Industrial Design from legitimate owner and free from any litigation

14 Screening of Applications

14.1 All applications will be handled with confidentiality.

14.2 GITA would initially screen all the applications received for completeness of information as per the RFP guidelines. If there are gaps in the information, GITA may contact the applicants requesting them to provide the information required to fill in the shortfall/gaps.

14.3 DIPP/GITA will constitute Panel of Experts (PoE) for evaluation of received applications.

14.4 Applicants maybe called for presentation to PoE. GITA will intimate the schedule/venue for the PoE meeting in advance, Applicants needs to bring along with check-list of supporting documents to be produced by applicants at the PoE meeting. No TA/DA will be paid to the applicants for this purpose.

14.5 PoE will evaluate and grade all received applications and recommend to Green Manufacturing Advisory Committee (GMAC) for endorsement/final approval.