# Application for Enrollment for Marketing Assistance

**MAHARASHTRA SMALL SCALE INDUSTRIES DEVELOPMENT CORPN. LTD.**  
**Krupanidhi, 9 Walchand Hirachand Marg, Ballard Estate, Mumbai-400038**  
**Phone: 2611121/22**  
**Divisional Office Nagpur**

**APPLICATION FOR ENROLLMENT FOR MARKETING ASSISTANCE**

<table>
<thead>
<tr>
<th>CERT. VALID UPTO</th>
<th>FORM NO. MRK</th>
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**ENROLLMENT FOLIO:**

<table>
<thead>
<tr>
<th>PRODUCT CODE NO:</th>
<th>I)</th>
<th>II)</th>
<th>III)</th>
<th>IV)</th>
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</thead>
</table>

1. **Name & Address of the Unit:**

   M/s.
   Office
   Phone No.: 
   Works: 
   Phone No.: 

1-A-I **Please specify whether**

1) Partnership Firm  
2) Proprietary Concern  
3) Private Ltd. Company  
4) Co-op. Society

1-A-II **Full Name/s & Address/es of**

   Proprietor
   Partners
   Directors
   (Enclose necessary documents of Establishment)

2. **SSI Registration No.**

   ANNEXURE A (enclose copy)
   N.S.I.C. Registration No.

3. **Sales Tax Registration No.**

   B.S.T.  
   C.S.T.

4. **Products / Items for which Registered**

5. **F. D. A. Licence No.**

6. **Land / Building Area**

   i) Total Cost
   ii) Mention if rental

7. **Type of industry for which Marketing Assistance required**

   Group (from the enclosed list)  
   Sub-Group (from the enclosed list)

8. **List of Machinery / Equipments installed**

   Annexure B
(ii) Total Cost for Machineries / equipments

9) Quality Controlling Facilities
   (Laboratory & System of Inspection / Testing)

   (a) Testing facilities available:
   (b) Processing / Treatment facilities available:

10) ISI Certification Mark
    Quality marking
    Brand Mark

11) CAPITAL INVESTMENT

   i) Blocked Capital
   ii) Working Capital

12) Name of the Bankers:

13) Credit facility availed:
    (Bank limit)
    (ANNEXURE 'D')

14) Power sanctioned (in KW)
    (ANNEXURE 'D')

15) Capacity:

   i) Installed capacity assessed by D.I. for items concerned - valuewise
      (ANNEXURE 'E')

16) Manpower Supervisory Workers Total
    i) Skilled
    ii) Semi Skilled
    iii) Un-skilled
    iv) Qualified welder
         with certification)
17) **Annual Turnover**
   (Previous 3 years
   In quantity & value)
   (ANNEXURE 'I')

18) **(End-use**
   of the Products
   and list of prospective buyers in
   Govt. / Semi Govt. / local bodies / Co-operation
   and Public Sector U/T)

19) **PAST PERFORMANCE:**
   Major orders executed for above consignees
   Details of Order No. & Date, Items, Consignees, Value, etc.
   (ANNEXURE 'F')

20) **Source of Raw Material:**
   (i) Indigenous
   (ii) Imported

21) **Catalogue / Literature of the items manufactured.**
   (ANNEXURE 'D')

22) **Any Scope for diversification**
   of Products / Developmental / Import
   Substitution / Railways

23) **Expectations from MSSIDC Ltd.**

24) **Additional information, if any**
We hereby undertake that whenever we quote through MSSIDC Ltd., against particular tender enquiry we shall not quote directly for the same.

Date: ........................................

Name & Signature of the
Proprietor / Partner

Notes:

i) Application must be submitted in DUPLICATE with all enclosures properly marked and signed by the applicant.

ii) Incomplete application will not be enrolled.

iii) Enrollment fees Rs. 300/- should be paid alongwith the application by D.D. / Cheque in the name of MSSIDC Ltd., or by cash at our counter.

Remarks of Officer of MSSIDC Ltd.,

<table>
<thead>
<tr>
<th>Category No.</th>
<th>Product Categories</th>
</tr>
</thead>
<tbody>
<tr>
<td>1)</td>
<td>Auto Parts</td>
</tr>
<tr>
<td>2)</td>
<td>Agricultural, Dairy, Pharmaceutical Equipments</td>
</tr>
<tr>
<td>3)</td>
<td>Chemicals Intermediates, Oil-Grease-Lubricants</td>
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<tr>
<td>4)</td>
<td>Cement Products</td>
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<tr>
<td>5)</td>
<td>Drugs, Medicines, Pharmaceuticals, Surgical &amp; Hospital Items &amp; Equipments</td>
</tr>
<tr>
<td>6)</td>
<td>Engineering, Fabrication, Fasteners</td>
</tr>
<tr>
<td>7)</td>
<td>Electrical, Electronics</td>
</tr>
<tr>
<td>8)</td>
<td>Ferrous &amp; Non-Ferrous Castings, Forgings, Tubes, Special Products</td>
</tr>
<tr>
<td>9)</td>
<td>Food Products</td>
</tr>
<tr>
<td>10)</td>
<td>Leather-Canvas Goods, Tarpaulin</td>
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<tr>
<td>11)</td>
<td>Material Handling Equipments, Cranes, Body Building</td>
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<tr>
<td>12)</td>
<td>Paints</td>
</tr>
<tr>
<td>13)</td>
<td>Pumps &amp; Valves</td>
</tr>
<tr>
<td>14)</td>
<td>Pesticides</td>
</tr>
<tr>
<td>15)</td>
<td>Printing &amp; Stationery</td>
</tr>
<tr>
<td>16)</td>
<td>Polythene, Plastic, P.V.C. Fibre Glass, Rubber Articles</td>
</tr>
<tr>
<td>17)</td>
<td>Special Purpose Machines &amp; Mechanical Equipments</td>
</tr>
<tr>
<td>18)</td>
<td>Steel Furniture</td>
</tr>
<tr>
<td>19)</td>
<td>Wooden Furniture</td>
</tr>
</tbody>
</table>
| 20)          | MISCELLANEOUS:
   A) Tools & Cutters
   B) Cloth, Garments, Tailoring
   C) Soaps & Detergents
   D) Packaging, Containers
   E) Utensils
   F) Science-Laboratory Equipments & Reagents
   G) Engineering & Servicing Industry
   H) General |
PART I - GENERAL

1. Name of the Unit

2. Registered Office

3. Factory Address

4. Telegraphic Address

5. Telex No.

6. Telephone Nos.
   Office
   Factory
   Fax

7. Nature of Business
   Manufacturer / Project Engineer / Assembler

8. Nature of the Company
   a) In case of a Proprietory Co.,
      Name, Address and Telephone
      No. of the Proprietor.
   b) In case of Partnership
      Co., Name, Address of
      the Partners, with Tel. Nos.
   c) In case of Public / Private
      Ltd. Co., Name, Address &
      Telephone Nos. of the
      Chief Executive.

9. For clarifications, persons
   to be contacted.

Name

Designation

Phone
   Office
   Factory

Address
10. Total area of the Factory
   Covered
   Uncovered

11. a) Total No. of Employees working as on date.
    Administrative
    Technical
   i) Total No.
   ii) Out of above personnel, exclusively employed for QC / Inspection

12. Type of Industry
   a) Small Scale Industry
      Registration No. & Date
      with the Directorate of Industries


14. Annual Turnover during last 3 years (the Company's financial year may be indicated and estimated value given for current year.

15. Electric Power
    Sanctioned
    Installed

16. Have you any Local Branch Office/Agents?
    If so, please furnish details with address and phone No. etc.
PART II - TECHNICAL

1. Manufacturing Capacity as approved by the Govt.

<table>
<thead>
<tr>
<th>Product</th>
<th>Quantity</th>
</tr>
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</table>

2. Brief details of Products Manufactured

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Type</th>
<th>Description</th>
<th>Annual Production for preceding three years</th>
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3. Testing Facilities

Has your product been tested by any agency, if so, indicate details (copies of qualification approval/test certificates/test reports may be enclosed in triplicate).

4. Details of Plants & Machinery (Description, Rating Make & Quantity).

5. Details of Laboratory & Drawing Office Facilities

6. Inspection & Quality Control of finished products

   a) Available test equipments and facilities in the factory

   b) Assistance from external agencies

7. Principal Customers

<table>
<thead>
<tr>
<th>Name &amp; Address of the Customer</th>
<th>Product supplied</th>
<th>Value of supply (Rs.)</th>
<th>Year of supply</th>
</tr>
</thead>
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PART II - COMMERCIAL

1. Name & Address of your Bankers

2. a) Source of finance
   b) Borrowing limits as sanctioned by Bank, if any?

3. Income tax Registration Certificate No. & Date

4. Sales tax Registration Certificate No. & Date
   a) State Sales Tax
   b) Central Sales Tax

5. Would you provide after sales service? If so, give details.

ENCLOSED: Please give below the list of enclosures and the No. of copies.

1. 

2. 

3. 

4. 

5. 

We confirm that the information furnished is correct to the best of our knowledge.

Seal: ____________________

Signature: ____________________

Name in capital: ____________________

Designation: ____________________

Place: ____________________

Date: ____________________
List of documents to be submitted with application for registration under marketing assistance scheme

01) Registration Form in duplicate
02) Permanent SSI Registration
03) Sales Tax Registration / C.S.T.
04) List of Machineries
05) Credit Facility / Bank Limit available
06) Power Sanctioned Letter
07) Installed Capacity if annessed
08) Annual Turnover for last three years, Balance Sheet copy
09) Details of order received / executed, List of customers
10) Raw Material required
11) Catalogue / Literature if available
12) Questionnaires Form
13) NSIC / ISI / FDA Licence, Registration if required