

ANNEXURE-C [see clause 14(i)]

**APPLICATION FORM FOR REGISTRATION UNDER THE MEGHALAYA
PROCUREMENT PREFERENCE POLICY FOR MICRO AND SMALL ENTERPRISES,
2020.**

1. Applicant Details
 - A. Name of Applicant:
 - B. Designation:
 - C. Mobile No.:
 - D. Address:
2. Enterprise Details
 - A. Name of the enterprise:
 - B. Factory/unit address:
 - Area/locality:
 - Village/Town/City:
 - C&RD Block:
 - Post office:
 - District:
 - PIN code:
 - Email ID:
 - Land line/Mobile No.:
3. **Office address:**
 - Area/locality:
 - Village/Town/City:
 - C&RD Block:
 - Post office:
 - District:
 - PIN code:
 - Email ID:
 - Land line/Mobile No.:
4. Registered office's address:
 - Area/Locality:
 - Village/Town/City:
 - C&RD Block:
 - Post office:
 - District:
 - PIN Code:
 - Email ID:
 - Land line/Mobile No.:

5. Category of the enterprise

(Micro/small)

:

6. Whether the enterprise falls under:

Manufacturing/service/others

7. A. Constitution of the enterprise:

(proprietary/partnership/ private limited/limited company/cooperative society/LLP)

B. Name(s), address of the proprietor/partners/directors/secretary/ president of the cooperative Society

Sl. No.	Name	Designation	Address

Add rows if required

8. Date of commencement of commercial Production/operation:

9. Items of production & installed capacity/services rendered:

Sl. No.	Name of items produced/services rendered	Annual installed capacity

N.B.: Add Column, if required:

10. Details of registration, whichever is applicable:

(i) EM Part II No.& date:

(ii) UAM No. & date:

(iii) Udyam Registration

11. Fixed capital investment

Particulars	Investment made as on the date of application (in ₹)
(a) Land	
(b) Site Development	
(c) Building 1. Office Building 2. Factory Building	
(d) Plant & Machinery	
(e) Electrical Installation	
(f) Preliminary & Pre-operative expenses	
(g) Miscellaneous fixed assets	
TOTAL	

12. Sources of finance

- (a) Promoter's contribution:
- (b) Equity:
- (c) Term Loan:
- (d) Unsecured Loan:
- (e) Internal resources
- (f) Any other resources:

13. Power

- (a) Sanctioned load
- (b) Connected Load
- (c) Capacity of captive power plant (if any)
- (d) DG sets (if any)

14. Details of land and building

A. Land

- (a) Own Land:
 - I. Land area:
 - II. Address of Land (Revenue Village, Dag No. & Patta No.):
 - III. Date of Purchase/acquisition:

- IV. Date of Registration:
 - (b) Land allotted by Government/Government Agency:
 - I. Date of allotment / Agreement:
 - II. Date of taking over possession:
 - (c) Lease Holds Land
 - I. Date of lease of land:
 - II. Period of Lease:
- B. Building
 - (a) Own building / rented building:
 - (b) In case of own building, built up area:

15. Employment generation

Sl. No.	Category	Nos. of persons employed
1	Managerial	
2	Supervisory	
3	Skilled	
4	Semi-skilled	
5	Unskilled	
6	Others	
Total		

16. Total employment

17. Total Nos. of local tribals:

18. Percentage of local tribals :

I/We declare and affirm that the particular/statement furnished above, are true to my/our knowledge and belief. Also certified that the enterprise is employing not less than 60 percent local tribals consisting of Khasi/Jaintia/Garo/other ST recognized by the Government of Meghalaya and residing in the State of Meghalaya.

Place:

Date: