

## **ANNEXURE-XX**

### **Format of Detailed Project Report (DPR)**

#### **1. Company Profile**

- a. Company Name, Incorporation / registration details (CIN), certificates etc.
- b. Registered address, Corporate address, Works address
- c. Nature of business, products/services, years of experience, market standing etc.
- d. Profiles of Directors / Promoters

#### **2. Business Performance**

- a. Details of associated concerns/businesses
- b. Audited annual reports (3 years)
- c. Physical performance (in terms of production, productivity, space utilization of existing operations, employment provided etc.)
- d. Financial performance (investments made, annual turnover, net worth etc.)

*In case of a new firm, experience profiles, individual net worth statements, justification of capability in terms of technology expertise / Patents/ Recognitions from institutions of repute/ Approval as qualified vendors etc. may be provided.*

#### **3. Brief on the proposed project**

- a. Project brief, line of activity etc.
- b. Details of product(s)/ service(s), capacity, capacity utilization etc.
- c. Process description, flow diagram, raw materials & utilities requirements
- d. Technology level, transfer of technology (if any)
- e. Plant & machinery details, brands, capacities, indigenous availability, imports f. Quality management plan
- g. Environmental aspects, proposed treatment

#### **4. Market analysis**

- a. Market size/potential - global /national / state
  1. Demand/Supply Gap
  2. Exports / Imports
  3. Market Segmentation
  4. Target market analysis
  5. Competition
  6. Competitive edge (Justification for demand of product/service)
  7. Marketing strategy, sales forecast, sales promotion strategy etc.

**5. Justification for the extent of land required for the proposed project a. Location**

1. IP, Plot No.
2. Extent of land required
3. Area utilization
4. Layout Plan showing detailed area break-up, built-up area etc.
5. Justification for selection of the site / plot

**6. Implementation Schedule**

1. Table showing major activities / milestones, commencement date& completion date of each activity
2. Bar chart for the project
3. A detailed note as to how implementation of the project will be planned, what strategy will be adopted etc.

**7. Project Cost & Means of Finance**

1. Project cost with break-up
2. Means of Finance
3. Source of funds & funds planning
4. A detailed note on financial planning vis-à-vis project implementation to be provided.

**8. Proposed Employment (Direct & Indirect):**

1. Manpower requirement during project execution (with breakup details of skill level, number, qualification, experience, salary etc.)
  2. Manpower requirement during regular operations (i.e., after project execution) with breakup details of skill level, number, qualification, experience, salary etc. c. Male / Female employment
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1. Training needs
  2. Organisational structure / chart
  3. Indirect employment generation & in what areas

**9. Financial analysis to justify the feasibility of the proposed project**

- a. Product prices, production, revenue streams etc.
- b. Raw material(s) prices, consumables prices, utilities costs, overheads etc. c.

**Profitability Projection**

- 1. Cash Flow Statement
- 2. Balance Sheet
- 3. Break Even Analysis
- 4. Payback period
- 5. Financial indicators like NPV, IRR, DSCR etc.

**10. SWOT analysis**

- 1. Strengths
- 2. Weaknesses
- 3. Opportunities
- 4. Threats

**11. RISK analysis & mitigation**

- 1. Supply-related risks
  - 2. Demand-related risks
  - 3. Contextual risks
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- 1. Risk Mitigation