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Department of Environment, Forest & Climate Change

Notification

The 26th November 2021

Bihar Wood Based Industries Investment Promotion Guidelines, 2021

No. 4321—Introduction.—The Bihar wood based industries promotion policy, 2020 has been notified vide Government Resolution No-2/Van vividh-16/2018 2335 dated 26/08/2020. To implement the said policy guidelines has been prepared to attract investment into the sector.

Bihar has a total of 2272 Licensed Saw Mills, 279 Veneer Mills, 142 Plywood Industries and several furniture making units in the 38 districts. The use of technology in the wood based industry is not up to the mark. Use of inefficient plant and machinery results in low quality of value-added product and more wastage of raw material. This Guidelines will help in bringing investment and creating a positive business ecosystem to improve the existing saw mills, veneer and plywood units as well as furniture units. The Guidelines support expansion / diversification / modernization/technology upgradation / adding furniture making unit, value addition in existing Industry/ Unit and, hence improving synergy. In addition, the guidelines support the existing small Furniture and other modern artifacts making units in the unorganized sector and the artisans. This sector has immense scope for Job creation for the skilled and semi-skilled labour.

2. Listing of Machines and Equipments.—

- 2.1. A list of machines and equipments will be prepared and cost norm shall be worked out for saw mill, plywood units, veneer mills, furniture making units, artisans etc. The list can be added, updated and upgraded as per the need and challenges of the sector to keep pace with the updation of technology. The projects proposing machines other than the listed machines and equipment shall be scrutinized by the TSG for the purpose and rate and shall be sent to the PMC for approved.
- 2.2. List of Machines/ equipments required for Saw Mill units - **Annexure I**
- 2.3. List of Machines / equipments required for Veneer Mill units - **Annexure II**
- 2.4. List of Machines / equipments required for Plywood units - **Annexure III**
- 2.5. List of Machines / equipments required for Furniture making units- **Annexure IVA**
- 2.6. List of Machines/ equipments required for Modern Furniture making unit- **Annexure IVB**
- 2.7. List of Machines / equipments required for Artisans units - **Annexure V**
- 2.8. Bamboo/ Cane/paper and other wood based units-**Annexure VI**

Note- Other Equipments shall be added to the list as per requirement. Since the guidelines envisages integration of different types of units to optimize usage of resources, reduce wastage, enhance quality and cost effectiveness, so as per requirement, Investor can mix and match among the machines listed in different Annexures such as Saw Mill units, Veneer units, Plywood units, Furniture making units, Modern Furniture making units, Artisans units, and Bamboo/Cane/Paper units etc.

3. Who can Apply.—New investors / Entrepreneurs /Existing Wood Based units / Artisans/ Local Furniture making units/ Bamboo products making units shall be eligible for financial assistance under this guidelines. The investors may apply as proprietorship, partnership, LLP, trust or societies registered under the relevant Act, company etc.

4. Eligibility.—

4.1. Investors for Category A and B

- 4.1.1. The applicant should have a sound financial background. The net worth of the applicant(s) should not be less than the subsidy amount sought for.
- 4.1.2. The land for the project, if any shall be arranged by the applicant either by purchase or on lease of at least 30 years and it should be registered in the name of the proposing unit.
- 4.1.3. Any investor / applicant who has availed financial assistance for a project under this policy of the Government of Bihar, shall not be eligible to apply for another project under the same policy until one month after operationalization of the earlier project.
- 4.1.4. Proposals will be considered eligible subject to fulfillment of conditions prescribed in the guidelines. The proposals will be selected:

- a. Firstly, on merit. This would be based on different factors, inter-alia, innovation, employment generation, amount of investment, uniqueness of project in Bihar, use of local resources etc.,
- b. Secondly, date of submission of complete application. subject to the availability of budget till the time, the number of projects as per the annual targets gets exhausted.

4.2. Artisans For Category C and D

- 4.2.1. The skilled, semi-skilled artisans Support to Small Furniture and other wood based artifact making units employing not less than 10 labours of local furniture making units and,
- 4.2.2. Artisans who are domicile of Bihar engaged in wood based works.

5. The Investor / Applicant of Category A and B would be responsible for the following:

- 5.1. Reading all the policy related documents and details carefully and submission of the applications as per the requisite guidelines.
- 5.2. Formulating the Detailed Project Report (DPR) and ensuring timely execution of the project as per the submitted schedule of implementation in the application format.
- 5.3. Ensuring timely and judicious end-usage (as applied and approved) of the finance and grant availed for the project.
- 5.4. Obtaining statutory approvals/clearances including environmental clearances, which are prerequisite for commencement and operation of the Project.
- 5.5. To achieve financial closure and ensure timely completion of the project in specified timelines.
- 5.6. Own and maintain the enabling infrastructure.
- 5.7. Maintaining proper accounts of the project implementation and the maintenance of infrastructure and facilities after commissioning of the project. Submission of annual report about the functioning of the project along with a copy of the audited accounts up to 5 years from the date of commissioning of the project.
- 5.8. Reporting to the Department about the timely progress of the project (Submit due progress report with pictures / photographs of site) and facilitate monitoring and inspection as and when required.
- 5.9. Adherence to all the Terms and Conditions contained in the agreement with the Department of Environment, Forest and Climate Change, Government of Bihar.

6. When to Apply .—The applications shall be submitted online and it will be a continuous process.

7. Obtaining application.—Applications and information about subsidy under different categories can be obtained from the department's website i.e. <http://forest.bih.nic.in/>

8. How to Apply :

- 8.1 The duly filled up application and detailed project proposal shall be submitted online and queries, if any, shall also be raised online which will be intimated to the applicant through e-mail/ sms also (if given).

- 8.2 In case of Category A projects, where the applicant is eligible for and willing to avail incentives under Bihar Industrial Investment Promotion Policy, 2016, applicant will have to first avail Stage-1 clearance from the State Investment Promotion Board and then apply on online portal of Department of Environment, Forest and Climate Change (DEFCC) with Stage-1 clearance letter issued by the SIPB Secretariat. Those applicants who are not willing to avail incentives under Bihar Industrial Investment Promotion Policy, 2016 may directly apply on online portal of DEFCC.
- 8.2.1 Under Bihar Industrial Investment Promotion Policy, 2016, only those expansion/ modernization units are eligible for subsidy wherein the installed capacity is increasing at least by 25% of the existing installed capacity prior to such expansion/ modernization. Similarly, in case of diversification, only those units are eligible where the project cost of the diversification is at least 25% of the Project cost of existing Unit. Further, in terms of Clause 2(4)(g) of Bihar Industrial Investment Promotion Policy, 2016, only those Units are eligible for incentives under the Policy where the investment is Rs. 25 lacs or more or provides employment to 25 workers/ persons.
- 8.3 In case of Category B projects, the applicant will have to first avail Stage-1 clearance from the State Investment Promotion Board and then apply on online portal of DEFCC with Stage-1 clearance letter issued by the SIPB Secretariat.
- 8.3.1 In terms of Clause 2(4)(g) of Bihar Industrial Investment Promotion Policy, 2016, only those Units are eligible for incentives under the Policy where the investment is Rs. 25 lacs or more or it provides employment to 25 workers/ persons.
- 8.4 For the purpose of project cost evaluation by SIPB, cost of plants and machinery, cost of civil construction, cost of land and working capital offered under this guidelines shall be taken into consideration.

9. Beneficiary Selection .—The beneficiaries under Category A and B shall be selected as per the modality provided under para 4.1.4. For the beneficiaries under category C and D, selection will be done on "first come first served" basis. District wise target may be allocated for category C and D. However, under Category D individual artisans applying in clusters shall be given preference.

10. Budget .—A separate budget shall be earmarked for the purpose of providing financial assistance under the guidelines. In addition, the Department shall earmark funds for extending benefit of this policy to SC, ST, EBC, Women, Third Gender, Differently abled, Acid attack victim or war widows. Subject to meeting the basic eligibility criteria the beneficiaries will be given preference in sanctioning of the projects under the policy to the extent of earmarked allocation of fund for each category.

11. Integrated Clearance System .—A dedicated system shall be established for the purpose of clearance and approval of investment proposal. The clearances to the investment proposal will be provided in four stages as prescribed below:

- 11.1. **Technical Scrutiny by TSG(Stage I).**— The TSG will carefully scrutinize the application with respect to completeness, eligibility

and genuineness. While scrutinizing the applications, expert representatives from different sectors skill councils or other specialized institutions may be invited. The TSG shall necessarily classify the broad sector, quantum of investment, feasibility of proposal, machines and equipments required, technology proposed and location etc. of the proposed investment. The TSG may prescribe a list of information and/or documents that may be required to be additionally furnished by the applicant. After vetting the application, TSG will send it to the DFO for comments/ feedback/ recommendation. The DFO will submit his/her recommendations online. After incorporating the comments/ feedback/ recommendations of the DFO, TSG will provide Technical Recommendation. The Technical recommendation along with comments/ feedback/ recommendations from the DFO will be submitted to the PMC online for its consideration. All applications along with the above-mentioned recommendations have to be necessarily submitted to the PMC.

- 11.2. ***In principle approval by PMC (Stage II).***—Stage II approval refers to in principle approval of financial assistance to the project submitted by the applicant. The PMC shall consider the technical recommendation of TSG along with the comments/ feedback/ recommendations of the concerned DFO. If necessary, the applicant may also be called for giving a presentation before the PMC. Based on the availability of budget as well as the merits of the project and their date of submission of complete application, PMC may either reject the proposal or give the in-principle approval to the project. In case of number of suitable applications exceeding the available budget, PMC may decide on a waiting list as per the priority decided by it. The calculation of project cost for the purpose of determining the subsidy and quantum of financial assistance to be given shall be decided at this stage as per the Guidelines.
- 11.3. ***Verification by TSG/ DFO (Stage III).***— After in principle approval, the applicant shall commence the implementation of the project. Before the actual disbursement of subsidy, field verification shall be done by the DFO. For this purpose, the request for release of fund, after purchase and installation of plant and machinery by the applicant, shall be desk scrutinized by the TSG and shall be forwarded online to the DFO. The DFO will conduct physical verification, scrutinize the bills and documents and submit his/her recommendation for release of the funds online.
- 11.4. ***Disbursal of Financial Assistance (Stage IV).***— After the receipt of field report from the DFO, and approval of the competent authority, the 1st Installment of 50% of the admissible subsidy shall be released as per process given in para 11.5. The applicant shall submit the required documents/ proofs online. Similarly, the applicant has to apply for the 2nd installment of 50% after commencement of commercial production by the unit / project. This request will be similarly processed as that for the release of first installment and the admissible subsidy shall be released as per

process given in para 11.5. The Funds shall be released to the beneficiary through Direct Debit Transfer after due verification and approval of the competent authority.

- 11.5. ***Change in project/ quantum of subsidy.***— In case there is no change in the approved project/ quantum of subsidy and there is no adversity found in desk scrutiny and field verification, then after the completion of these two stages of scrutiny, the request for release of fund shall be forwarded online to the nodal officer who shall release the fund within the stipulated timeline. However, in case of any change in the approved project or quantum of subsidy or any adversity found in desk scrutiny or field verification, the request for release of fund along with the comment/ feedback of TSG and DFO shall be placed before the PMC for taking appropriate decision and release of fund shall be as per this decision.

12. Time Line for Processing at DEFCC :

12.1. Stage I (Technical Scrutiny by TSG)-

- a. In case of any deficiency in the application, demand of documents/ additional information shall be raised within 7 working days.
- b. After receipt of complete application, the scrutiny by TSG shall be done within 15 working days and shall be forwarded online to the DFO.
- c. DFO shall submit comments/ feedback/ recommendation online within 10 working days.
- d. The proposal shall be forwarded online for consideration of PMC within 7 working days of receipt of report.

12.2. Stage II (In principle approval by PMC)- Within 30 days after receipt of proposal on completion of Stage I.

12.3. Stage III (Verification by TSG/DFO)-

- a. Desk scrutiny by TSG within 7 working days after receipt of request for release of first or second tranche of subsidy.
- b. Field verification and submission of report by DFO within 10 working days after receipt of request forwarded by the TSG.

12.4. Stage IV (Disbursal of Financial Assistance) -

- a. Within 7 working days of completion of Stage III and forwarding of request to the Nodal Officer, subject to availability of Budget, in case there is no change in the approved project/ quantum of subsidy.
- b. In case of requirement of revised consideration by PMC, after completion of Stage III, PMC shall consider and take appropriate decision within 30 days and release of fund as per the decision of PMC shall be done by the Nodal Officer within 7 working days of communication of decision of the PMC subject to availability of fund.

13. Time Line For Investor.—For Category A and B, the timeline for installation of machines / equipment/ Civil work etc and making the unit operational is 18 months from the date of communication of in-principle approval (Stage II), extendable up to maximum 6 months in case of reasons beyond investors' control. This extension of period upto 6 months shall be permitted by PMC after scrutiny of investor's request by TSG/ DFO. The machine and equipment/ other structures shall be available for inspection up to

5 years from the date of release of 2nd Installment of subsidy. Inspection can be done by the Nodal Officer or any forest officer not below the rank of ACF. However, detailed instructions regarding frequency and scope of inspections shall be issued by the PMC.

14. Processing and Monitoring of Application Forms :

- 14.1. An online system shall be established for submission/ processing/ monitoring/ disposal of application forms as well as all subsequent processes.
- 14.2. The Nodal Officer shall be responsible for regular monitoring of the processing of application/ request to ensure that the timelines are adhered to at all stages.
- 14.3. The Nodal Officer shall be authorized for communication of in-principle approval as well as for subsequent permissions and release of funds.

15. Measures to simplify process and procedures :

- 15.1. The PMC can simplify the procedures, process, inspections, fund release, monitoring, verifications etc for speedy approvals and execution of proposals.
- 15.2. Rationalization of the inspection for clearances. - A joint inspection by all the competent authorities shall be encouraged for the clearances which require inspection.

16. Fees for processing applications.—Non-refundable application fees shall be collected from the applicant by the Department. Amount of application fees will be decided by PMC from time to time.

17. Technical Support Group (TSG).—The DEFCC constitute Technical Support Group (TSG) to facilitate investors to apply under this guidelines and to support PMC in bringing investors, hand holding investors, scrutiny of the proposal, subsidy calculation, subsidy disbursal, execution and monitoring. The TSG will be comprised of four expert members of three different fields as under :

Expert	Number
Team Leader	One
Machines/ Equipments Expert	One
Wood based Industry Expert	One
Finance Expert	One

The TSG shall be selected through a competitive bid process where consulting agencies shall be invited to provide technical manpower of the above mentioned fields.

18. Project Management Committee (PMC).—The Department shall constitute a Project Monitoring Committee (PMC) for effective planning, implementation and monitoring of the guidelines. The PMC will provide approval for the proposals received and provide clearances on release of capital subsidy under this guidelines to the investors/Artisans. The PMC will be of following composition:

Member	Position
ACS/Principal Secretary/ Secretary (DEFCC)	Chairman
Principal Chief Conservator of Forest (HOFF)	Member
Principal Chief Conservator of Forest (Dev)	Member
One PCCF/APCCF level officer (to be nominated by ACS/Principal Secretary/ Secretary (DEFCC))	Member
Representative of Department of Finance (not below the rank of Joint Secretary)	Member

Representative of Department of Industries (not below the rank of Joint Secretary)	Member
Nodal Officer (DEFCC) (not below the rank of Conservator of Forest, to be notified by the Department)	Member Secretary
RCCF, CF and DFO of concerned region/district	Special Invitee

19. Financial Incentives and Eligible Units.—The guidelines aims to promote investment in wood based Industries/units in the State through extending an additional support (apart from those enshrined in the BIIPP, 2016) for the individual investors / Artisans as well as to create an enabling environment for promoting wood based industries in Bihar.

	Units	Subsidy	Scope of Project
Category A	Existing wood based industrial unit	To be eligible for subsidy the project cost has to be minimum of Rs 10 Lakhs. The subsidy shall be 35% of the project cost subject to a maximum of Rs 70 Lakhs. 1st Installment – 50% (after purchase and installation of plant and machinery) 2nd installment – 50% (after commencement of commercial production of the unit / project)	1. Expansion / diversification / modernization/Technology upgradation of existing Wood based Industry/ Unit to reduce wastage, waste utilization, quality improvement, value addition and synergy. 2. Skilling and Job creation
Category B	New Integrated wood based industrial Units	To be eligible for subsidy the project has to be approved by SIPB and project cost has to be minimum of Rs 50 Lakhs. The subsidy shall be 35% of the project cost subject to a maximum of Rs 175 Lakhs. 1st Installment -50% (after purchase and installation of plant and machinery) 2nd installment – 50% (after commencement of commercial production of the unit / project)	1.Set up new Integrated wood based industrial Units 2. Skilling and Job creation
Category C	Support to Small Furniture and other wood based artifact making units employing not less than 10 labour.	Grant of upto Rs 2,00,000/Unit for tools and equipments including skill upgradation.	1. Quality improvement, waste reduction and /or value addition using Modern tools and Equipment 2. Skill Upgradation

	Units	Subsidy	Scope of Project
Category D	Individual Artisans	Grant of upto Rs. 50,000 per individual for modern tools and equipments including skill upgradation	1. Quality improvement, waste reduction and /or value addition using Modern tools and Equipment 2. Skill Upgradation

Note:

1. Cost norms for tools, plant and machinery shall be as per the Annexures to this Guidelines.
2. (i) The case of the units under Category A or Category B, which wishes to avail the incentive under BIPP 2016, the date of commencement of commercial production shall be the same as determined by Department of Industries, as per procedure given in BIPP - 2016, Annexure I – Definitions, A – General Definitions 7 (Date of Production). In such cases, the release of 2nd installment shall be considered only after determination of this date by the Department of Industries.
- (ii) However, if any unit under Category B does not want to avail any benefit under BIPP - 2016, they would give a declaration to that effect both to DEFCC and Department of Industries and after Stage – I clearance from SIPB, rest all processing including the date of commencement of commercial production shall be as per the declaration of the investor and approved by PMC after due field verification, as provided in this guidelines.
- (iii) Any unit under Category A, which does not wish to avail any benefit under BIPP – 2016, shall directly apply to DEFCC.

20. Dovetailing with Central and State Government policies and guidelines.— Dovetailing of incentives with the Central Government and State Government guidelines will be permitted and they shall be over and above the proposed subsidy.

Provided that, if the investor avails incentives under Bihar Industrial Investment Promotion Policy, 2016 or its successor policies, then the sum total of interest subvention incentive under Bihar Industrial Investment Promotion Policy, 2016 and capital subsidy under Bihar Wood Based Industries Investment Promotion Policy, 2020 shall not exceed the monetary ceiling provided in para 5.2.1 of the Bihar Wood Based Industries Investment Promotion Policy, 2020. It is clarified that incentives other than interest subvention under Bihar Industrial Investment Promotion Policy, 2016 would be over and above the ceiling provided in para 5.2.1. of the Bihar Wood Based Industries Investment Promotion Policy, 2020.

21. Special Incentive Package for Extremely Backward Classes, Scheduled Caste and Scheduled Tribe investors .—In order to promote EBC/SC/ST investors in the State, entrepreneurs under these categories shall avail 5% additional subsidy under the policy. However, the overall monetary ceiling of the subsidy shall remain the same. The department shall earmark funds for these categories of entrepreneurs.

22. Special Incentive Package for Women, Differently abled persons, War widows, Acid attack victims and Third gender investors.—In order to promote investment amongst the women, differently abled persons, war widows, acid attack victims and third gender investors, entrepreneurs under above categories avail 5% additional subsidy under the policy. However, the overall monetary ceiling of the subsidy

shall remain the same. The department may earmark funds for these categories of entrepreneurs.

Note - An applicant can take the benefit of special incentive package under only one of the categories provided in para 21 and para 22 above.

23. Budget .—

- 23.1. Annual Action Plan (AAP)/ Budget shall be prepared by TSG under the supervision of the nodal officer.
- 23.2. While preparing the AAP/ Budget, indicative earmarking of funds shall be done separately for Category C and Category D.
- 23.3. For the special categories falling under para 21 and para 22 above, separate funds shall be earmarked.
- 23.4. For the Categories C and D, a minimum number of targeted beneficiaries may be decided for each of the districts.
- 23.5. Under Category C and D the Melas-cum-Training sessions may be organized by the department/DFO where machine / equipment, manufactures/ suppliers, beneficiary and departmental officers will be present so that the beneficiaries have the opportunity of purchasing standard machine tools/equipments of their choice. The detailed modalities shall be decided by the PMC.

24. Procurement of Machinery/ equipment.—The beneficiary/ investor is free to choose any brand as per his/her choice. However, the subsidy will be restricted to the extent of cost norm. The machine and equipments should be of reasonable quality certified by authorized agency, if any.

25. Training and Capacity Building .—

- 25.1. TSG will prepare the Training and Demonstration schedule as a component of the Annual Action Plans.
- 25.2. DEFCC will partner with industry/ institutions/ skill council for training and demonstration for beneficiary in the desired area.
- 25.3. DFO will identify beneficiaries for training and demonstration under category C and D and facilitate them in filing the online application. The list shall be provided to the nodal officer, who will compile it and maintain the record.
- 25.4. For Category C a maximum of INR 20,000 out of INR 2,00,000 and for Category D a maximum of INR 5,000 out of INR 50,000 may be utilized for Training and Capacity Building of the beneficiary. If lesser amount is spent on Training and Capacity Building, then the rest amount up to the monetary ceiling shall be utilized in provision of tools and equipments to the beneficiaries. If the training cost is more than the monetary ceiling then additional expenditure shall be borne from the fund available under the budget head as part of Annual Action Plan.
- 25.5. Manufacturers may be engaged as partners for demonstration of machines and equipment.
- 25.6. Depending on the requirements, DEFCC may purchase machinery and equipment for demonstration. The proposals for purchase of machinery for demonstration will be submitted by the TSG along with Annual Action Plan. However, the purchase of machinery would be done from the general budget of the Department. The proposals will be considered by the PMC for allocation of funds.

- 25.7. All demonstrations will be carried out under close supervision of TSG, which shall be recorded and documented. Analysis shall be made to bring out cost effectiveness and benefits of technology. Success story of demonstrations will be documented and disseminated for the benefits of other beneficiaries in the State.
- 25.8. TSG will monitor the outcome of training and demonstration in terms of improvement in skills, and adoption of technologies etc. and report to PMC from time to time.

26. Roles and responsibility.—Department of Environment, Forest and Climate Change shall be the nodal department for implementation of this guidelines. The Roles and Responsibilities of PMC, TSG and DFO are as follows.

27. Project Management Committee.—

PMC shall be the State Apex body which will:

- 27.1. Oversee all activities of the operational guideline to achieve the overall target of improving investment, technology penetration and upgradation, upskilling, removing bottlenecks in project execution.
- 27.2. Provide overall direction and guidance for the implementation of the guideline.
- 27.3. Monitor and review the progress and performance of the guideline.
- 27.4. Decide the amount of application fees from time to time.

The committee will meet as per need. However, as far as possible, at least one meeting in a month shall be organized.

28. Technical Support Group and Nodal officer :

- 28.1. The Technical Support Group shall provide necessary support to PMC and work under day to day supervision of Nodal officer.
- 28.2. TSG shall help in the planning, hand holding investors, scrutiny, implementation, monitoring and evaluation of various interventions in the guidelines and provide feedback to the nodal officer.
- 28.3. TSG shall prepare State level Annual Action Plan in consonance with guidelines goals and objectives taking into account tentative outlay as communicated by State Government at the beginning of the Financial Year (March- April).
- 28.4. TSG shall compare the tentative costs given by the applicant of those components for which cost norms/pattern of financial assistance have been provided for in the Guidelines and record its observations/recommendations. For the components proposed by the applicant, which are not provided in the guidelines, the TSG shall explore the market price and record its observations/recommendations as to the reasonableness of the proposal.
- 28.5. Utilize the services of Subject Matter Specialist available with State Government and other Institutes functioning in the State, if need be through the Nodal Officer.
- 28.6. TSG will ensure smooth functional linkages among different stakeholders.
- 28.7. Maintain and update the list of machines/equipments/tools along with technical specifications, details of manufacturers, dealers and their market price based on market study and study/visit of leading industries of that sector. This shall act as a guidance for the

- potential applicants and may also serve as the basis for adding new equipments along with cost norms in this guidelines.
- 28.8. Compile materials and conduct workshops, seminars and training programme for all stake-holders with support from industry.
- 28.9. Prepare physical and financial reports on monthly basis on selection of beneficiary and release of financial assistance.
- 28.10. The TSG will carefully scrutinize all the applications, filed online, for completeness, ensure eligibility and genuineness. The TSG shall necessarily classify the broad sector, quantum of investment, feasibility of proposal, machines and equipments required, technology proposed and location etc. of the proposed investment. The TSG may prescribe a list of information and/or documents that may be required to be additionally furnished by the applicant. After vetting the application, TSG will send it to DFO for comments/ feedback/ recommendation. DFO will submit their recommendations online. After incorporating the comments/ feedback/ recommendations, TSG will provide Technical Recommendation. The Technical recommendation along with comments/ feedback/ recommendations from DFO will be submitted to the PMC online for its consideration. All applications along with the above-mentioned recommendations have to be necessarily submitted to the PMC.
- 28.11. As part of Stage III, the request for release of fund, after purchase and installation of plant and machinery by the applicant, shall be desk scrutinized by the TSG and shall be forwarded online to the DFO. DFO will conduct physical verification, scrutinize the bills and documents and submit his recommendation for release of the funds online. In case there is no change in the approved project/ amount of subsidy and there is no adversity found in desk scrutiny and field verification, then after the completion of these two stages of scrutiny, the request for release of fund shall be forwarded online to the nodal officer for release of first installment.
- 28.12. Similarly, the request of the applicant for the 2nd installment of 50% after commencement of commercial production of the unit / project, will be processed by the TSG, as the request for release of first installment.
- 28.13. In case of any change in the approved project or quantum of subsidy or any adversity found in desk scrutiny or field verification, the request for release of fund along with the comment/ feedback of TSG and DFO, in place of forwarding to Nodal Officer, shall be forwarded by the TSG to the PMC for taking appropriate decision and the release of fund shall be as per this decision.
- 28.14. TSG shall prepare the agenda for the PMC meetings under the supervision of the Nodal Officer.
- 29. Divisional Forest Officer(DFO) .—**
- 29.1. Timely field verification of project and submission of comments/ feedback/ recommendation as per Stage I, Stage III and Stage IV.
- 29.2. Monitoring of implementation of the projects/utilization of financial assistance.

- 29.3. Periodic inspection of the projects after their operationalization up to 5 years to monitor the proper utilization of financial assistance and the assets created under the project.
- 29.4. Identification of suitable beneficiaries as per the target in the Annual Action Plan for category C and D and facilitating submission of their online application. Ensure that the benefits under the guidelines are not extended repeatedly to the same beneficiary.
- 29.5. Organize Melas-cum-Training sessions for pre-selected beneficiaries of Categories C and D, where machine / equipment manufactures/ suppliers, beneficiary and departmental officers will be present so that the beneficiaries have the opportunity of purchasing standard machine tools/equipments of their choice. The detailed modalities shall be decided by the PMC.

30. Project Cost.—

- 30.1. The Project Cost, for the purpose of calculation of subsidy shall mean and include the cost of plants and machinery, cost of civil construction, cost of land and working capital,
- 30.2. Provided that the working capital for this purpose of calculating project cost for the subsidy shall be maximum of 20% of the projected annual turnover,
- 30.3. Provided that in the project cost considered for incentive calculation under this policy, the cost of land shall not exceed a limit of 10% of the total proposed investment other than the land. Thus, in the approved project cost either the actual cost of land mentioned in the project report or 10% of the total proposed investment excluding the land, whichever is less, will be considered,
- 30.4. Provided that Land value shall be taken as the MVR of the area or the cost of the land of industrial area, as the case may be,
- 30.5. Provided that the indicative unit cost for tools, plants and machinery for the purpose of evaluating project cost shall be taken as per the Annexures to this guideline.
- 30.6. Provided that new unit cost and specifications for tool, plants and machinery for the purpose shall be added as and when new technologies and machines are available following the due process of approval.

31. Branding.—The TSG and Nodal officer shall develop a logo for the purpose of branding. This logo shall be provided to the beneficiaries and other wood-based industries of Bihar through a registration process who can use this logo for brand development.

32. Market Development.—A market may be developed where farmers can sell the timber etc to the wood-based industries as a common market place. Further a virtual market may also be developed where buyers and sellers can meet.

33. Grievance / Appeal .—The Grievance redressal system would be as follows:

- Level 1- Nodal Officer: After receiving the grievance, submitted by the investor online, the Nodal Officer will resolve the issue within 15 days.
- Level 2 - PMC: In case the Grievance is not redressed within 15 days by the Nodal officer or the investor is not satisfied with the

resolution in Level 1, the issue may be referred to PMC. The PMC shall resolve the issue within 1 month.

Level 3 - Minister (DEFCC): In case the Grievance is not redressed within 30 days by the PMC or the investor is not satisfied with the resolution in Level 2, the issue may be referred to the Minister (DEFCC).

34. Facilitation Desk.—A facilitation desk under the nodal officer shall be constituted to help the investors in resolving queries, project preparation, identification of machines, cost discovery, hand holding in online submission and finalizing the project submission.

35. Penalty.—If any false declaration is given for the purpose of availing incentives or if incentives are availed for a unit that was not eligible or any violation of the condition of this policy, the amount of capital subsidy is liable to be recovered from the date of availing such benefit along with the interest compounded annually @ 18% per annum. In case of non-payment within the stipulated time, the State Government may recover such amounts including interest as arrears of land revenue.

36. Miscellaneous.—

36.1. Terms used in this guidelines shall have the same meaning as defined in the Bihar Wood Based Industries Investment Promotion Policy, 2020. It is further clarified that various terms used in this policy/guidelines would carry the same meaning as in the Bihar Industrial Investment Promotion Policy, 2016 (BIIPP-2016) unless specified otherwise in the Policy.

36.2. This guidelines will come into effect from the date of issue of notification and will remain in operation till 31st March 2025.

By order of the Governor
DIPAK KUMAR SINGH,
Principal Secretary.

Annexure - I
List of Machines / Equipments required for Saw Mill units

S. No	Machines/ Equipments	Technical Specification	Capacity	Cost Norms per Unit (In Rs)
1	Band Saw	-	42"	2,50,000
2	Motor	25 HP/ 440 V	-	50,000
3	Trolley Machine	-	42"	2,45,000
4	Chain Saw Machine	-	472	50,000
5	Motor Tana Machine	-	1 Ton	24,000
6	Band Saw Blade Grinder	-	8" Wheel	44,000

Civil Construction/ Land – Saw Mill

S. No	Activity	Purpose	Unit Cost (In Rs/ Sq Feet)	Area (In Sq Feet)
1	Civil Construction	Shed, Boundary Wall, Office, Tool Room, Store, Showroom, etc.	700	15,000
2	Land requirement	for establishment of Sawmill		20,000

Annexure -II
List of Machines / Equipment required for Veneer Mill units

S. No	Machines/ Equipment	Technical Specification	Capacity	Cost Norms per Unit (In Rs)
1	Spindle Less Log Peeling Machine	4 ft		23,00,000
2	Log Debarker Machine/ Log Round Up Machine			11,50,000
3	Knife Grinding Machine			3,50,000
4	DG Set	82.5 KVA		4,88,000
5	DG Set	125 KVA		6,16,000
6	DG Set	100 KVA		7,34,000
7	Panel Saw	Sturdily built heavy duty machine made from thick steel frame		11,00,000
8	Curvilinear Edge Bander	Digital temperature controller		1,95,000
9	Hydraulic Cold Press	Heavy duty hydraulic cylinders		3,20,000
10	Spindle Moulder			98,000
11	Vertical Band Saw			3,50,000
12	Combined Surface Planer & Thicknesser			4,80,000
13	Tenoner & Mortiser			58,500
14	Automatic Veneer Chopping Machine			3,50,000
15	Dust Collector			2,00,000
16	Rip Saw Machine			1,70,000
17	Woodchipper Machine			2,00,000
18	Chain Saw Machine			50,000

Civil Construction/ Land – Veneer Mill

S. No	Activity	Purpose	Unit Cost (In Rs/ Sq Feet)	Area (In Sq Feet)
1	Civil Construction	Shed, Boundary Wall, Office, Tool Room, Store, Showroom, etc.	700	15,000
2	Land requirement	Establishment of veneer mill		20,000

Annexure -III
List of Machines / Equipments required for Plywood units

S. No	Machines/ Equipments	Technical Specification	Capacity	Cost Norms per Unit(In Rs)
1	Hydraulic Hot Press 16 Day Light	8 ft* 4 ft	640 ton	46,00,000
2	Hydraulic Hot Press 12 Day Light	8 ft* 4 ft	640 ton	46,00,000
3	Veneer Drier	9 sec 4 deck	3657 sqmt	64,00,000
4	Veneer Drier	8 sec 4 deck	3250 sqmt	57,00,000
5	Thermic Fluid Heater System	15 lacs kilo calories	15 lacs kilo calories	20,45,000 + Fixtures
6	Thermic Fluid Heater System including fixtures	35 lacs kilo calories	35 lacs kilo calories	50,00,000 + 62,00,000 =1,20,00,000
7	Steam Boiler excluding fixtures	6 ton	6 ton	45,00,000
8	DD Saw Cutting Machine Both Side	8 ft* 4 ft	N/A	18,50,000
9	Sanding Machine Double Belt	1300 mm	N/A	17,50,000
10	Sanding Machine Double Belt both sides	1300 mm		35,00,000
11	Edge Sanding Machine	2500 mm	N/A	7,50,000
12	Dipping Machine	8 ft	N/A	3,10,000
13	Brush Sanding Machine	8 ft	N/A	6,50,000
14	Glue Kettle SS	4 ton	N/A	5,75,000
15	DG Set	200 KVA	200 KVA	10,07,000
16	DG Set	350 KVA	300 KVA	19,00,000
17	Scissor Lift	2 ton	2 ton 3MT	4,50,000
18	Glue Mixer	400 Ltr	3 HP	1,75,000
19	Padel Chopping	56 " Knife	3 HP	45,000
20	Glue Spreader			1,75,000
21	Aluminum Plate	8 ft* 4 ft (2.5 mm thick)	N/A	210/Kg
22	Automatic Stamping Machine			11,00,000

Civil Construction/ Land – Plywood

S. No	Activity	Purpose	Unit Cost (In Rs/ Sq Feet)	Area (In Sq Feet)
1	Civil Construction	Shed, Boundary Wall, Office, Tool Room, Store, Showroom, etc.	700	60,000
2	Land requirement	Establishment of plywood unit		70,000

Annexure -IV A**List of Machines / Equipments required for Furniture making units**

S. No	Machines/ Equipment	Technical Specification	Capacity	Cost Norms per Unit (In Rs)
1	Electric Planer Machine		80m	1,78,000
2	Electric Cutter Machine		4"	6,500
3	Grinder Machine		4"	7,500
4	Electric Drill Machine		1/2"	13,500
5	Electric Jigsaw Machine		1"	30,000
6	Electric Router Machine			7,500
7	Hand Planer		9"	400
8	Hand Planer		14"	5,000
9	Hand Saw		12"	100
10	Basula (Adze)			400
11	Clamp			650
12	Batali (Chisel)			150
13	Rukhani (Handled Chisel)			150
14	Hammer		1/2 Kg	350
15	Gunia Scale (Tri-square)		8"	350
16	Pincer (Jamura)		8"	300
17	Fencing Bar (Sabal)			600
18	Drill Bit (Girmit)		1/2	100
19	Nail (Shumma)		4"	40
20	Compass		6"	200
21	Groove Planer (KhanchiRanda)			2,500
22	GuruchKhap			450
23	Planer (DoriRanda)			700
24	Small Generator	5 KVA	5 KVA	1,52,000
25	Panel Saw	7.5 HP 7 HP	7.5 HP Motor 7 HP Motor	4,70,000
26	Beam Saw	2800x60m	Air Floating Table 2800x60m	11,70,000
27	Multi Boring		63 Spindle Triple Hood	7,80,000
28	Spindle Moulder	5 HP Motor 45 Degree Tilt	5 HP Motor 45 Degree Tilt	3,06,700
29	Post Form		Automatic 2400mm	4,40,000
30	Cold Press	100 Ton	100 Ton 4 Cylinder	7,50,000
31	Hot Press	120 Ton	120 Ton 6 Cylinder	16,20,000
32	Vaccume Membrane Double Door		Double Door 1250mm	7,20,000
33	CNC Router	6 KW	6 KW Spindle with Vaccume Table	8,04,000
34	Dust Collector	7.5 HP	7.5 HP Double Bag	98,000

S. No	Machines/ Equipment	Technical Specification	Capacity	Cost Norms per Unit (In Rs)
35	18" Planner	5 HP	5 HP Motor Heavy	1,65,000
36	Bandsaw	18"	18" Wheel Size	87,500
37	Jigsaw	36"	36" Working	35,000
38	Drum Sander	3 HP Motor 24" Sander	3 HP Motor 24" Sander	2,58,000
39	Chain Mortiser		Chain & Chisel	1,60,000
40	Tenomac	2 HP	2 HP Motor	1,20,000
41	Turning Lathe	6 ft	6 Feet Length	65,000
42	Blade Grinder	18"	18" Blade Size	24,000
43	Tools (Approx.)			1,00,000
44	Air Compressor 10HP			1,45,000
45	Manual Edge Bender		0.5-2mm with 45 Degree Tilt	2,53,500
46	Vaccume Mini		Compact 1250mm	5,95,000
47	High Speed Router		Pneumatic	3,05,500
48	Auto Mould		Double Side Mould	95,400
49	Sander		Disc & Belt	24,000
50	Chain Saw	1.5 HP	1.5 HP Motor	80,000
51	Cup Grinder	18"	18" Blade	24,000
52	Hammer Drill		22mm Cap. Drilling	11,890
53	Cordless Drill			16,950
54	Angle Grinder	4"	4" Disc Wheel	3,150
55	Orbital Disc Sander		Paper & Pad 125mm	6,400
56	Cutter		100mm Blade Size	5,100
57	Circular Saw	7"	7" Blade Size	6,100
58	Compound Metre Saw	250mm	250mm Blade Degree Cutter	21,300
59	Jig Saw	65mm	65mm Wood Cutting	7,100
60	Chain Saw	400mm	400mm Chain Size	16,800
61	Planner	82mm	82mm Planning Cap	6,700
62	Trimmer	6.35mm	6.35mm Collet	4,900
63	Router	12mm	12mm Collet	9,600
64	Dial Spanner Set	6-32	6-32	762
65	Adjustable Spanner	12"	12" Length	450
66	Screw Driver Set		6 Pcs.	865
67	Lkey Set		10 Pcs.	270
68	Glue Gun	240v	240v	735
69	Staple Gun			930
70	Plier Set		6 Pcs.	1,800
71	Knife			150
72	Jack Planer Set		3 Pcs.	2,500
73	Measuring Tape		3mtr. / 5mtr.	350
74	C-Clamp Set		6 Pcs.	3,500

S. No	Machines/ Equipment	Technical Specification	Capacity	Cost Norms per Unit (In Rs)
75	Spirit Level	12"	12"	290
76	Hammer Set			2,500
77	Wood Chisel Set			1,500
78	Tool Bag		Nylon	2,500
79	Hammer Bit Set		5 Pcs.	1,200
80	Cutoff Wheel	4"	50 Pcs.	1,750
81	Velcro Pad		50 Pcs.	2,250
82	Sand Paper Roll		4" Size	2,400
83	TCT Blade	4"	10 Pcs. 4"	2,400
84	TCT Blade	7"	10 Pcs. 7"	5,500
85	Jigsaw Blade		1 Set	600
86	Trimer Bit Set		1 Set	2,400
87	Router Bit Set		1 Set	3,000
88	Try Square Set			1,200
89	Hand Saw Set			650
90	Table Saw Machine			21,500

Civil Construction/ Land – Furniture Making Units

S. No	Activity	Purpose	Unit Cost (In Rs/ Sq Feet)	Area (In Sq Feet)
1	Civil Construction	Shed, Boundary Wall, Office, Tool Room, Store, Showroom, etc.	700	60,000
2	Land requirement	Establishment of Furniture Making unit		70,000

Annexure -IV B
List of Machines / Equipments required for Modern
Furniture making unit

S. No	Machines/ Equipments	Technical Specification	Capacity	Cost Norms per Unit (In Rs)
1	Electric Planner Machine	13 inches	105000	1,37,000
2	Electric Cutter Saw	18 inches	84000	7,000
3	Electric Combo Planner	18 inches	18"	78,650
4	Electric Gauge Saw		12" blade 3"/2" cutting cap	22,000
5	Electric Panel Molder		44" X 11" (Table)	24,50,000
6	Electric Molder Machine		24" X 24" (Table)	1,93,000
7	Electric Jig Saw Machine		3/2"	54,000
8	Electric Boring Machine		21 Spindle	3,50,000
9	Electric Core Molding Machine		9/2"	80,000
10	Electric 3 HP Router Machine	3 HP	15" X 1"	2,00,000
11	Electric Chain Saw Machine	1/2 inch	5/2" (depth cutting)	31,000
12	Electric Chain Saw Machine	3/4 inch	3/4" Square	21,000
13	Multi Band Saw Machine		6"	64,000
14	Electric Turning Machine (Lathe Machine)		72" Bed	3,50,000
15	Electric Turning Machine (Lathe Machine) - Panel		N/A	20,000
16	Motor	03 HP		8,000
17	Stabilizer	50 KVA		95,000
18	Generator	25 KVA		3,44,000
19	Electric Hole Machine		1/2 cap	5,00,000
20	Electric Finger Joint Cutter Machine		5 HP	1,44,000
21	CNC Electric 4X Router Machine		4.5 KW	6,50,000
22	Vacuum Clamp			3,75,000
23	Chemical Treatment Plant			6,75,000
24	Seasoning Plant	1000 CFT		5,00,000
25	Seasoning Chamber			15,00,000
26	Boiler Plant			3,50,000

Civil Construction/ Land – Modern Furniture Making Units

S. No	Activity	Purpose	Unit Cost (In Rs/ Sq Feet)	Area (In Sq Feet)
1	Civil Construction	Shed, Boundary Wall, Office, Tool Room, Store, Showroom, etc.	700	60,000
2	Land requirement	Establishment of Modern Furniture Making unit		70,000

Annexure -V
List of Machines / Equipments required for Artisans units

S. No	Item	Cost Norms per Unit (In Rs)
1	Screw driver set (Set of 6 pieces)	350
2	Glue Gun	700
3	Staple Gun	488
4	Staple Pin (Box)	200
5	Pneumatic Nailer	8,800
6	Plier	775
7	Pincer	200
8	Snap off knife	160
9	Knife blade	200
10	Hacksaw frame	300
11	Block Plane	500
12	Jack Plane	2,200
13	Torpedo levels	159
14	Chalk line set	531
15	G.Clamp. set 6 pieces	1,500
16	Claw hammer	280
17	Machinist hammer	379
18	Wood chisel set 1/2, 3/4, 1" 1"/4, 1"/2, 2" (6 pieces)	4,500
19	Tool Bag Water proof	2,000
20	Digital Veinter	4,500
21	Electric Hand drill	7,500
22	Electric Grinder	8,000
23	Electric Planner	12,000
24	Electric Trimmer	9,500
25	Electric Jigsaw	5,300
26	Electric Cutter	3,800
27	Air Compressor set portable	40,000
28	Wood Carving tools	2,500
29	Router Bit set	6,000
30	Drill bit set HSS	8,000
31	Wood drill set	800
32	File set (Different Size) (10 pieces)	1,500
33	Try Square Set	2,500
34	Combination Square	850
35	Mitre saw	28,000
36	Hammer drill	19,500
37	Electric Blower	4,000
38	Screw Driver Battery	9,500
39	Spay Guns	3,500
40	Sandes	6,500

S. No	Item	Cost Norms per Unit (In Rs)
41	Hale saw cutter set	2,000
42	Hinge boring set	500

Annexure -VI

List of Machines / Equipments required for Bamboo units

S. No	Item	Cost Norms per Unit(In Rs)
1	Bamboo Cross Cutting Machine	56,000
2	Bamboo Chain Splitter Machine (Vertical Type)	2,25,000
3	Bamboo Slicer Machine (Heavy Duty)	67,000
4	Bamboo Round Stick Making Machine	1,90,000
5	Bamboo Stick Sizing Machine	85,000
6	Bamboo Stick Polishing Machine	1,20,000
7	Bamboo Thin Slicer Machine	55,000
8	Bamboo External Knot Removing Machine	52,000
9	Bamboo Square Stick Making Machine	2,15,000
10	Belt Sander Machine	70,000
11	Tool Kit Box With Tools	19,500
12	Pillar Drill (Small)	26,000
13	Dryer (4' x 4' x 4')	2,60,000
14	Vacuum Pressure Impregnation Plant (12')	5,00,000
15	Shade for Bamboo Treatment and Seasoning Plant	6,50,000
16	Bamboo Splitter Machine	2,10,000
17	Bamboo Splitter	8,000
18	Bamboo Cutting Knives	1,300
19	Bamboo measuring tape	450
20	Bamboo measuring scale	350
21	Bamboo Cutting table	9,000
22	Bamboo Scissors	250
23	Bamboo Sandpaper	120
24	Bamboo Marker	20
25	Bamboo Cleaning cloth and solution	475
26	Bamboo Electricity tester	250
27	Bamboo Nails hammer	275
28	Adhesive	600
29	Bamboo Trimming tools	1,000

Others Equipments shall be added to the list as per requirement
Annexure VII.

Application Forms**Request Letter for Claim of subsidy under Category A / B**

To,

The **Nodal Officer**,
Aranya Bhawan,
Riding Road,
Patna -800014
Bihar.

Sub- Submission of my Application for grant of subsidy under Bihar Wood Based Industrial Investment Guideline, 2021 Category A/B - Regarding.

Sir,

Kindly find attached Application of

Shri _____

s/o _____

Name of Unit /Company _____ having

License No _____ for subsidy

under Bihar Wood Based Industrial Investment Guideline, 2021 Category A/B.

Thanking You,

Dated:

Place:

Yours Sincerely

Shri _____

Phone No.

Bihar Woodbased Industries Investment Guidelines,

Department of Environment, forest and Climate Change, Government of Bihar

Application Form for Claim of subsidy under Category A / B

Financial Year-(20 -20)

1	Name of Applicant	
2	Picture of the Applicant	
3	Father's Name	
4	Aadhaar Number	
5	Mobile No.	
6	E-Mail	
7	Site Address (i) Address (ii) Khata (iii) Khasra (iv) Mouza (v) Panchayat (vi) Block (vii) District	
8	Home Address	
9	Name of Company	
10	License Number	
11	Industries Dept Registration No.	
12	GST Number	
13	Sale tax No	
14	Electricity Consumer No	
15	Existing unit	Saw Mill/ Veneer Mill/ Plywood unit/Furniture Making unit etc.
16	Applied for Category A/B	
17	Purpose	
18	Special Incentive	
a	Claim under Extremely Backward Classes, Scheduled Caste and Scheduled Tribe investors@ 5% additional Subsidy (relevant certificate issued by competent authority to be attached)	

b	Claim under Women, Differently abled persons, War widows, Acid attack victims and Third gender investors@ 5% additional Subsidy (relevant certificate issued by competent authority to be attached)	
19	Banking Details	
a	Company Bank Account No	
b	Bank Account Holders Name	
c	Bank Name	
d	IFSC Code	
e	Bank Address	
20	Training details	
21	Land Area proposed to be purchased	

Declaration

1. This is to certify that the information provided above is correct to the best of knowledge and any discrepancy found will debar my application form.
2. (a) That I have availed interest Subvention subsidy under BIIPP, 2016 from the Department of Industries, Government of Bihar under Category A /B and a quantum of interest subvention is Rs. _____ (In Words _____) (Yes/ No).....

(b) In case of "No" above,

That, I have not availed Interest Subvention subsidy under BIIPP, 2016 from the Department of Industries, Government of Bihar under Category A /B. (Yes/No).....

(Signature of the Applicant)

Name

**Bihar Wood based Industries Investment Guidelines,
Department of Environment, forest and Climate Change, Government of Bihar**

Details of Existing Wood Based Industrial Unit

1	Existing unit	Saw Mill/ Veneer Mill/ Plywood unit/Furniture Making unit
2	Name of Company	
3	Name of Proprietor	
4	License Number	
5	Industries Dept Registration No.	
6	Site Address (i) Address (ii) Khata (iii) Khasra (iv) Mouza (v) Panchayat (vi) Block (vii) District	
7	Chauhaddee a. North b. South c. East d. West	
8	Electricity Consumer No	
9	GST Number	
10	Sale tax No	
11	Area of the Unit	
12	Constructed Area	
13	List of Machines (Name of The Machines)	Specifications
	a	
	b	
	c	

**Bihar Wood based Industries Investment Guidelines,
Department of Environment, forest and Climate Change, Government of Bihar
Check List of Documents Attached for Claim of Subsidy
under Category A / B**

S.No	Documents	Status (Attached/ Not Attached)
A	Personal Details	
1	Copy of Aadhaar	
2	Copy of PAN card	
B	Company Details	
1	Copy of License	
2	Copy of GST Registration and Sale tax Number	
3	Copy of Company Registration	
4	Copy of Income Tax Return for last Three Years	
5	Copy of Existing layout plan of site	
C	Proposal Documents	
1	Quotations/ Invoice of List of equipment/ machines having technical specification	
2	Quotation/ invoice of Additional List of equipment/ Machines having technical specification	
3	Copy of Documents related to Land details proposed to be purchased	
4	Proposed Civil Work - Copy of Layout Plan and DPR	
5	Proposed Training of Staff	
6	Copy of CTE/ CTO from Pollution Control Board	
D	Claim under Special Incentive	
1	Claim under Extremely Backward Classes, Scheduled Caste and Scheduled Tribe investors (Copy of Certificate issued at CO/SDO/DM level)	
2	Claim under Women, Differently abled persons, War widows, Acid attack victims and Third gender investors (Copy of Certificates issued by competent authority e.g. <ol style="list-style-type: none"> 1. Differently Abled Persons - Unique Disability ID and Handicapped Certificate (for greater or equal to 40% disability) 2. War Widows –Identity Card issued by RSBs/ZSBs 3. Acid Attack victims – FIR and Certificate Issued by Govt. Hospital 4. Third Gender – Transgender ID card/certificate 	

**Bihar Wood based Industries Investment Guidelines,
Department of Environment, forest and Climate Change, Government of Bihar
Financial proposal for Claim of Subsidy under Category A / B**

Note: Category A- Project cost has to be minimum of Rs 10 Lakhs and Maximum of Rs 2.0 Cr. Admissible Subsidy @ 35% max up to Rs 70 lakhs
Category B- Project cost has to be minimum of Rs 50 Lakhs and maximum of Rs 5 cr. Admissible subsidy @ 35% max up to Rs 175 Lakhs

S. No	Items	Project cost (In Rs)
1	Total Cost of Equipment / Machines	
2	Total Cost of Additional Equipment/ Machines (Not Listed in Guideline)	
3	Total Amount proposed on Civil Work	
4	Total Amount on Staff Training	
5	Total Amount proposed for Working Capital (Note-Maximum of 20% of the projected annual turnover)	
6	Claim under Special Incentive	
a	Total Amount Claim under Extremely Backward Classes, Scheduled Caste and Scheduled Tribe investors @ 5% additional subsidy.	
b	Total amount Claim under Women, Differently abled persons, War widows, Acid attack victims and Third gender investors @ 5% additional subsidy.	
7	Total Project Cost Proposed Excluding Land Cost	
8	Total Amount of Land Value proposed to be purchased (Note-The cost of land shall not exceed a limit of 10% of the total proposed investment other than the land or the actual cost of land whichever is less, will be considered. Provided that Land value shall be taken as the MVR of the area or the cost of the land of industrial area, as the case may be)	
9	Grand Total Project Cost (7+8)	
10	Admissible Subsidy@35 Per cent of Grand Total Project Cost	
a	Amount of 1st Installment – 50% (after purchase and installation of Plants and machinery)	
b	Amount of 2nd installment – 50% (after commencement of commercial production of the unit / project)	

Request Letter for Release of Subsidy -Category A

To,

The **Nodal Officer**,
Aranya Bhawan,
Riding Road,
Patna -800014
Bihar.

Sub- Submission of my Application for Release of Subsidy 1st Installment / 2nd Installment under Bihar Wood Based Industrial Investment Guideline, 2021 Category A /B- Regarding.

Sir,

Kindly find attached Application Form of

Shri _____

s/o _____

Name of Unit _____ having

License No _____ for Release

of 50 % Subsidy 1st Installment / 2nd Installment of 50% subsidy under Bihar Wood

Based Industrial Investment Guideline, 2021 Category A / B.

Thanking You,

Dated:

Place:

Your Sincerely,

Shri _____

Phone No.

Civil Construction Proposal

S. No	Particulars			Proposed by Investor (To be filled by Investor)				Approved by Department (To be filled by Department)	
	Activity	Purpose	Unit Cost (In Rs/ Sq Feet)	Area (In Sq Feet)	Unit Cost (In Rs/ Sq Feet)	Area (In Sq Feet)	Total Cost (in Rs.)	Total Subsidy Claimed	Total Admissible Subsidy
1	Civil Construction	Shed, Boundary Wall, Office, Tool Room, Store, Showroom, etc.	700	15,000					
2	Land requirement	for establishment of Sawmill		20,000					

Civil Construction Proposal

S. No	Particulars				Proposed by Investor (To be filled by Investor)				Approved by Department (To be filled by Department)	
	Activity	Purpose	Unit Cost (In Rs/ Sq Feet)	Area (In Sq Feet)	Unit Cost (In Rs/ Sq Feet)	Area (In Sq Feet)	Total Cost (in Rs.)	Total Subsidy Claimed	Total Admissible Subsidy	
1	Civil Construction	Shed, Boundary Wall, Office, Tool Room, Store, Showroom, etc.	700	15,000						
2	Land requirement	Establishment of veneer mill		20,000						

Civil Construction Proposal

S. No	Particulars			Proposed by Investor (To be filled by Investor)				Approved by Department (To be filled by Department)
	Activity	Purpose	Unit Cost (In Rs./ Sq Feet)	Area (In Sq Feet)	Unit Cost (In Rs./ Sq Feet)	Total Cost (in Rs.)	Total Subsidy Claimed	Total Admissible Subsidy
1	Civil Construction	Shed, Boundary Wall, Office, Tool Room, Store, Showroom, etc.	700	60,000				
2	Land requirement	Establishment of plywood unit		70,000				

Civil Construction Proposal

S. No	Particulars				Proposed by Investor (To be filled by Investor)			Approved by Department (To be filled by Department)	
	Activity	Purpose	Unit Cost (In Rs./ Sq Feet)	Area (In Sq Feet)	Unit Cost (In Rs./ Sq Feet)	Area (In Sq Feet)	Total Cost (in Rs.)	Total Subsidy Claimed	Total Admissible Subsidy
1	Civil Construction	Shed, Boundary Wall, Office, Tool Room, Store, Showroom, etc.	700	60,000					
2	Land requirement	Establishment of Furniture Making unit		70,000					

Civil Construction Proposal

S. No	Particulars				Proposed by Investor (To be filled by Investor)				Approved by Department (To be filled by Department)
	Activity	Purpose	Unit Cost (In Rs/ Sq Feet)	Area (In Sq Feet)	Unit Cost (In Rs/ Sq Feet)	Area (In Sq Feet)	Total Cost (in Rs.)	Total Subsidy Claimed	Total Admissible Subsidy
1	Civil Construction	Shed, Boundary Wall, Office, Tool Room, Store, Showroom, etc.	700	60,000					
2	Land requirement	Establishment of Modern Furniture Making unit		70,000					

**Bihar Wood based Industries Investment Guidelines,
Department of Environment, forest and Climate Change, Government of Bihar
Application Form for Claim of subsidy under Category C / D
Financial Year-(20 -20)**

1	Name of Applicant	
2	Picture of the Applicant	
3	Father's Name	
4	Aadhaar Number	
5	Mobile No.	
6	E-Mail	
7	Site Address	
8	Home Address	
9	Name of Shop(in Category C)	
10	License Number(in Category C)	
11	Applied for Category C/D	
12	Purpose	
13	Special Incentive	
a	Claim under Extremely Backward Classes, Scheduled Caste and Scheduled Tribe investors@ 5% additional Subsidy	
b	Claim under Women, Differently abled persons, War widows, Acid attack victims and Third gender investors@ 5% additional Subsidy	
14	Banking Details	
a	Company Bank Account No	
b	Bank Account Holders Name	
c	Bank Name	
d	IFSC Code	
e	Bank Address	
15	List of machines Required	Attached
16	Training Details	

Declaration

This is to certify that the information provided above is correct to the best of knowledge and any discrepancy found will debar my application form.

(Signature of the Applicant)

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