



## **GRANT APPLICATION FORM**

### **1000 INDUSTRIAL STITCHING UNITS (Phase-II)**

**Project of Small and Medium Enterprises Development Authority(SMEDA)**

**Ministry of Industries & Production, Government of Pakistan**

**Date of Submission:** \_\_\_\_\_

**Registration No:** \_\_\_\_\_

#### **IMPORTANT INFORMATION & INSTRUCTIONS FOR APPLICANTS:**

1. Provide required information in all relevant sections along with all the necessary documents. Application received without supporting documents/incomplete form & after deadline shall be rejected.
2. Undertaking/Declaration (Annex-A) on PKR 100 stamp paper, issued against the applicant's CNIC, must be submitted along with application form.
3. Approval or rejection of the application for grant is at the sole discretion of the Project, and that Project is under no obligation to disclose the reason(s) for unsuccessful applications.
4. For further assistance regarding the application, please feel free to contact respected monitoring officers at SMEDA offices.

Monitoring Officer, Lahore	Mobile No.0305-2194558	Email: <a href="mailto:arshad.isu@smeda.org.pk">arshad.isu@smeda.org.pk</a>
Monitoring Officer, Karachi	Mobile No.0333-7006181	Email: <a href="mailto:wazeer.isu@smeda.org.pk">wazeer.isu@smeda.org.pk</a>
Monitoring Officer, Peshawar	Mobile No. 0323-5894602	Email: <a href="mailto:ahmed.isu@smeda.org.pk">ahmed.isu@smeda.org.pk</a>
Monitoring Officer, Quetta	Mobile No. 0331-8363848	Email: <a href="mailto:sanaullah.isu@smeda.org.pk">sanaullah.isu@smeda.org.pk</a>
5. The filled applications, duly signed along with supporting documents, shall be submitted to the undersigned (physically or registered courier):

#### **Project Director, ISUs**

SMEDA Office, 3<sup>rd</sup> Building, 4<sup>th</sup> Floor,  
Aiwan-e-Iqbal Complex, Egerton Road, Lahore.

Telephone No. 042-111-111-456

Email: [razam@smeda.org.pk](mailto:razam@smeda.org.pk)



**C. REQUIREMENT OF MACHINES:**

<b>S. No</b>	<b>Description</b>	<b>Quantity Demanded by the Applicant</b>
1	Lock Stitch Machine (Single, Double Needle)	
2	Pocket Welting Machine	
3	Placket Setting Machine	
4	Feed Off the Arm Machine	
5	Elastic Attaching Machine	
6	Overlock Machine (4, 5 Threads)	
7	Flat Lock Machine	
8	Button Holing Machine	
9	Button Attaching Machine	
10	Cover Stitch Machine	
11	Chain Stitch Machine	
12	Fabric Cutter	
13	Garments Pressing System	
14	Fusing Machine	
15	Embroidery Machine	
16	Snap Button Machine	
17	Tape Cutting machine	
18	Post bed Machine	
19	Edge Cutting Machine	
20	Bottom Hem Machine	
21	Bar-Tack	
22	Loop Making	
23	Waist Belt	
24	Eyelet Button Hole	
	Any other (Please specify)	

#### **D. DOCUMENT CHECK LIST:**

Following Documents attached with the grant application form

##### **Existing Exporter Applicant**

Copy of CNIC (Applicant must be a citizen of Pakistan including AJ&K, GB & NMDs)	
Copy of Company/ Business Registration Certificate (Registrar of Firms with SECP,FBR, Chamber/Export Association)	
Copy of NTN & STRN Certificate	
Bank Maintenance Certificate/Bank Statement for three months	
Goods Deceleration (GD) of Textile shipments with their payment receipt certificate(PRC) (Not more than three)	
Proof of WEBOC/PSW Registration (Certificate/Screen Shot)	
Affidavit that Applicant is not a bank defaulter/blacklisted	
Business Plan provided by the applicant (How much value addition, export, and employment can be generated through ISU Grant)	

##### **Startup/Potential Exporter Applicant**

Copy of CNIC (Applicant must be a citizen of Pakistan including AJ&K, GB & NMDs)	
Copy of Company/ Business Registration Certificate (Registrar of Firms with SECP,FBR, Chamber/Export Association)	
Copy of NTN & STRN Certificate	
Bank Maintenance Certificate/Bank Statement for three month	
Proof of WEBOC/PSW Registration (Certificate/Screen Shot)	
Affidavit that Applicant is not a bank defaulter/black listed	
Business Plan provided by the applicant (How much value addition, export, and employment can be generated through ISU Grant)	

## Terms & Conditions for Grant under ISUs Project

1. Export-oriented SMEs" engaged in textile exports and related businesses seeking to establish, upgrade, or expand their business shall be eligible, if they are:
  - **Existing Exporter:** Already involved in textile exports, or
  - **Potential Exporter:** Intend/plan to expand its existing business to export, or
  - **Startup:** Startup/ new business aiming at exporting textile. or
  - **Indirect Exporter:** Having export order from larger exporters.
2. Textile Exports related business includes Readymade Garments, Fashion Apparel, Hosiery Manufacturers, Knitwear, Bedsheets, Traditional Textiles Leather Garments, Denim Manufacturers, Gloves Manufacturers, Towel Manufacturers, Sports Goods & Canvas Manufacturers.
3. For the purpose of defining 'Export-Oriented SMEs,' the definition of SME provided in the SME Policy 2021, or as amended from time to time, shall be applicable.
4. All the citizens of Pakistan including AJK & GB are eligible for ISUs grant.
5. Grants shall be awarded on merit-based criteria approved by Project Steering Committee. PSC may consider first-come first-served basis, quota system and special provision for women-owned businesses.
6. The project shall provide grants covering the cost of machines. List of machines required by applicant shall be shared with the supplier(s), Pre-qualified under PPRA rules. RFQ shall be issued to all pre-qualified bidders as per requirement of the grant applicants for submission of their quotations. The work order shall be finalized in coordination with the applicant based on quality and cost-based criteria.

7. Work order shall be issued to machinery supplier for installation and commissioning of machines at designated location/site of the applicant after approval of Project Steering Committee.
8. 60% of cost of machinery, up to a maximum of Rs.5 Million shall be paid by Project after installation and commissioning and remaining by applicant to machinery supplier. The Applicant shall deposit Pay Order of his/her share in favor of machinery supplier with the Project, before issuance of work order. Failure to deposit the required 40% contribution shall result in termination of the grant.
9. Any applicant found to be ineligible, or any application submitted with incomplete information, shall not be considered for grant under ISUs project. Failure to verify/submit any supporting document attached to the grant application will result in disqualification of the application at any stage of the project.
10. The applicant shall be responsible for arranging and preparing a suitable site for the installation and commissioning of the industrial stitching machinery, including adequate space, electricity, lighting, and all required fabric materials.

I have carefully read, fully understood, and agreed to the terms and conditions set forth above, and I acknowledge that any non-compliance therewith shall result in termination of my application/case.

**Name of the Applicant:** \_\_\_\_\_

**CNIC No:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**UNDERTAKING/DECLARATION**

I do hereby solemnly undertake/declare that:-

1. The documents/information provided are true, correct and genuine.
2. I shall bear the cost of repair, up-gradation and maintenance of the machines.
3. I shall bear the cost of any loss incurred as a result of business failure.
4. I shall provide information related to **export value** and **employment generation** of the business on a quarterly basis to the 1000-ISU Project Management for a period of five (5) years.
5. I shall not sell, transfer, or otherwise dispose of, in whole or in part, the machinery provided under the 1000 ISU Project.
6. In case of business failure or closure, for whatsoever reason, the grant machinery shall be returned to the project, which can be further provided to any other business by the project or cost of the machine as per market value shall be deposited into the Government treasury.
7. I shall facilitate the visits of ISUs / SMEDA / MoIP team as and when required.

**Name of the Applicant:** \_\_\_\_\_

**CNIC No:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_