

**PFC - CSR PROPOSAL - DETAILED PROJECT REPORT FORMAT**

| <b>S.No</b> | <b>Particulars</b>                                                                                                                                             |
|-------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>A</b>    | <b><u>About the Implementing Agency/Project Management Agency</u></b>                                                                                          |
| 1           | Name of the Implementing Agency/Project Management Agency                                                                                                      |
| 2           | Registered address /Communication Address                                                                                                                      |
| 3           | Agency Constitution / Establishment date / Brief Profile etc.                                                                                                  |
| 4           | Past experience of CSR implementation                                                                                                                          |
| 5           | Details of previous Projects implemented during last 05 Years and their status                                                                                 |
| 6           | Consent Letter of Proposed Implementing Agency/Project Management Agency for undertaking the Proposed CSR Activity.                                            |
| <b>B</b>    | <b><u>Project Details</u></b>                                                                                                                                  |
| 1           | Project Name                                                                                                                                                   |
| 2           | Purpose/Goals/Objective of the Project                                                                                                                         |
| 3           | Project Completion time line ( In Months)                                                                                                                      |
| 4           | Project Location(s) (Complete Address with Google/Wiki mapping).                                                                                               |
| 5           | Aspirational District/Schedule areas, if project is located in such District.                                                                                  |
| 6           | Under which clause of Schedul VII of the Companies Act 2013 your Proposal is eligible under CSR.                                                               |
| 7           | Detailed Need Assessment/ Baseline Survey Report                                                                                                               |
| 8           | Expected major outcomes / outputs to Society                                                                                                                   |
| 9           | Expected major long term impacts to Society                                                                                                                    |
| 10          | Expected number of Target beneficiaries (Male/Female/Transgender/SC/ST/OBC/PwD/EWS/Women/ Minority and Others)                                                 |
| 11          | Name of other agencies which is supporting the Proposed Project                                                                                                |
| 12          | Description of Project ownership and sustainability plan                                                                                                       |
| 13          | In case applicant is a State/central Govt. department and Justification that why the proposal cannot be supported under existing government programmes/schemes |
| <b>C</b>    | <b><u>Project Financial Information</u></b>                                                                                                                    |
|             | Project Cost Estimates                                                                                                                                         |
| 1           | PI provide (a) cost break-up viz. construction / capital equipment including GST.                                                                              |

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| 2        | Basis of Cost Estimation (Please Provide Documents supporting Cost estimates)                                                                                                                       |
| 2.1      | For civil construction the estimate may be made on the basis of latest SoR of the concerned state/CPWD.                                                                                             |
| 2.2      | For equipment procurement, DPR should contain GeM quotations / Latest Purchase orders of any govt. agency with complete specifications of the Proposed equipment's                                  |
| 2.3      | Skill development training related Projects to be strictly in compliance with relevant GO of Govt. of India                                                                                         |
| <b>D</b> | <b><u>Project Implementation plan</u></b>                                                                                                                                                           |
| 1        | Implementation timelines with milestones. (Also provide Activity wise Bar Chart)                                                                                                                    |
| 2        | Proposed Disbursement Plan                                                                                                                                                                          |
| 3        | Proposed Procurement methodology.                                                                                                                                                                   |
| 4        | Procurement of goods and services for the project shall be carried out as per Govt. of approved norms.                                                                                              |
| <b>E</b> | <b><u>Undertaking that:</u></b>                                                                                                                                                                     |
| 1        | Implementing Agency/Project Management Agency is having no pending legal dispute and/ or inquiries in connection with any offences.                                                                 |
| 2        | Implementing Agency/Project Management Agency is not blacklisted by any govt. agency                                                                                                                |
| 3        | PFC shall have right to cancel commitments or terminate the Letter of Award (LoA) without any financial obligations.                                                                                |
| 4        | The present project has not been submitted for funding from any other sources.                                                                                                                      |
| 5        | The CSR assistance shall not be used for any other purpose other than for project related activities.                                                                                               |
| 6        | The present CSR project shall be executed on no profit/ no loss basis.                                                                                                                              |
| 7        | Any cost beyond the sanctioned cost shall be borne by the implementing agency                                                                                                                       |
| 8        | Nil/ nominal amount has been/ shall be charged from actual beneficiaries                                                                                                                            |
| 9        | Any official / members of implementing agency are not related to any Board member of PFC and its Subsidiaries.                                                                                      |
| 10       | We hereby undertake to complete the Project within maximum timeline allowed under Companies Act 2013/CSR rules and utilize the funds.                                                               |
| 11       | We hereby undertake that PFC shall have no obligations to support the Project beyond the maximum time line as per Companies Act 2013/Companies CSR Rules/PFC CSR Policy.                            |
| 12       | We hereby undertake to complete the balance project from own sources incase unspent fund sanctioned by PFC for the Project is transferred by PFC to a fund under Schedule VII of the companies Act. |
| <b>F</b> | <b><u>Enclosures</u></b>                                                                                                                                                                            |
| 1        | CSR Registration Certificate (CSR form-1) of the implementing Agency.                                                                                                                               |
| 2        | Registration Certificate of the implementing agency and applicant.                                                                                                                                  |
| 3        | PAN Card of the agency and applicant.                                                                                                                                                               |

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| 4 | GST Registration (if any) of the agency and applicant.                                                                                                                                                                                                                                                           |
| 5 | Valid GeM registration                                                                                                                                                                                                                                                                                           |
| 6 | Authorized Signatory Details (Name, Designation, email id, Contact no.)                                                                                                                                                                                                                                          |
| 7 | Audited Financial Statements of preceding three financial years and documents substantiating the turnover in taking similar activities of the agency and applicant.                                                                                                                                              |
| 8 | Approvals / NOC, if required for the Project from Govt. Agencies.                                                                                                                                                                                                                                                |
| 9 | <p>The completed proposals through a Govt. agency / PSU may be sent in hardcopy by Post and by email to<br/> "Chairman and Managing Director, Power Finance COorporation Ltd. Urjanidhi, 1 Barakhamba Lane, Connaught Place, New Delhi 110001"</p> <p><a href="mailto:cmd@pfcindia.com">cmd@pfcindia.com</a></p> |