

FINANCIAL ASSISTANCE ON BAR CODE

The Ministry of Micro, Small & Medium Enterprises (MSME), Govt. of India recognizes the contribution of Micro & Small Enterprises (MSEs) in growth of Indian economy, export promotion and employment generation. In order to enhance the marketing competitiveness of MSEs in domestic as well as international market, Office of Development Commissioner (MSME), Ministry of MSME, provides the financial assistance for reimbursement of 75% of one-time registration fee (Under SSI-MDA Scheme) w.e.f. 1st January, 2002 and 75% of annual recurring fee for first three years (Under NMCP Scheme) w.e.f. 1st June, 2007 paid by MSEs to GS1 India for using of Bar Coding. The work of reimbursement has been decentralized and transferred to field offices i.e. MSME-DIs w.e.f. 1st April, 2009 with a view to ensure speedy & timely and extensive implementation of the scheme.

Bar codes are the series of black lines and white spaces printed on product packages or attached as tags which you would have noticed on consumer products. Information on a product or a consignment like its item code or serial number, expiry date, consignor/ consignee etc., can be represented through such bar codes. When these bar codes are scanned using a scanner, it enables instantaneous data capture with 100% accuracy and at great speeds.

Bar Coding can have a significant impact on the success of any enterprise/ company and organization. Timely and accurate capture of product information and its communication electronically across the Supply Chain ahead of physical product flow is critical to lowering inventory costs, in accurate sales forecasting & dynamic production scheduling and in product track and trace.

Bar Coding not only facilitates the exchange of information between buyers and sellers, but also provides the potential for better visibility and sharing of information across an entire Supply Chain.

Other benefits are:

- i) Automated data capture with 100% accuracy
- ii) Real time stock management of raw materials and finished goods
- iii) Fast and error free data recording on product/consignment movement
- iv) Easy integration with existing software, if any
- v) In compliance with growing requirements of leading national markets
- vi) In line with requirements of international retailers
- vii) Also gives international look and feel to products.

GS1 India, an autonomous body under Ministry of Commerce & Industry, Government of India is a solution provider for registration for use of Bar Coding. To become a subscriber of GS1 India, all one has to do is fill up the subscription enquiry or registration form and make the necessary payments as registration fee. Details about registration with GS1 India for use of Bar Coding are available on their website www.gs1india.org

Guidelines for Financial Assistance to Micro & Small Enterprises (MSEs) for use of Bar Code

OBJECTIVE

The basic objective of financial assistance is to enhance the marketing competitiveness of Micro & Small Enterprises (MSEs) by way of:

- (i) Providing 75% of one-time registration fee and annual recurring fee (for first three years) paid by MSEs to GS1 India.
- (ii) Popularizing the adoption of bar codes on large scale amongst MSEs, and
- (iii) Motivating and encouraging MSEs for use of bar codes through conducting seminars on Bar Code, etc.

2. TARGET GROUP

Micro & Small Enterprises (MSEs) throughout the country.

3. ELIGIBILITY

Those MSEs who have Entrepreneurial Memorandum Part-II acknowledgement number from Directorate of Industries/District Industries Centres and also have registration with GS1 India for use of Bar Codes are eligible for 75% reimbursement of one-time registration fee and annual recurring fee (for first three years) paid by them to GS1 India.

4. FINANCIAL ASSISTANCE

Under SSI-MDA scheme, the financial assistance is provided towards 75% reimbursement of only one-time registration fee paid by MSEs w.e.f. 1st January, 2002. Considering the difficulty of MSEs to meet the liability of the payment of annual recurring fee, 75% annual recurring fee (for first three years) is also reimbursed to MSEs under NMCP scheme-Marketing Assistance/ Support to MSMEs (Bar Code) w.e.f. 1st June, 2007. Fee structure for one-time registration/annual recurring to be paid by MSEs for using of Bar Codes are revised by GS1 India from time to time. As and when, fee is revised by the GS1 India, the revised fee structure will be applicable. The revised fee structure is available on the website : www.gslindia.org. However, reimbursement will be restricted to 75% of the fee paid by MSEs. Any other charges like service taxes, etc. are not reimbursable. Further, 75% reimbursement of one-time registration fee paid by MSEs to GS1 India is provided to those MSEs who have got registration from GS1 India for use of Bar-Codes on or after 1st January, 2002. In addition, 75% reimbursement of annual recurring fee paid by MSEs to GS1 India is provided to only those MSEs who have paid above fee for the period from 1st June, 2007 and thereafter.

5. IMPLEMENTING AGENCIES

Office of the Development Commissioner (MSME) under Ministry of Micro, Small & Medium Enterprises, Government of India was providing 75% reimbursement of (i) one-time registrationNational Manufacturing Competitiveness Programme fee, and (ii) annual recurring fee (for first three

years) to eligible Micro & Small Enterprises (MSEs) for use of Bar Code in order to enhance their marketing competitiveness.

With a view to ensure speedy and extensive implementation of the scheme, the work related to reimbursement of one-time registration fee/annual recurring fee has been decentralized and transferred to field offices i.e. Micro, Small & Medium Enterprises-Development Institutes (MSME-DIs) w.e.f. 1st June, 2009.

6. WHERE AND HOW TO APPLY

Eligible MSEs may apply to the Director, Micro, Small & Medium Enterprises-Development Institute of their region in prescribed application form for claiming reimbursement on Bar Code. Application Forms along with formats for the supporting documents may be collected from Director, MSME-DI of their region and are also available on this office Website : www.dcmsme.gov.in. Detailed addresses of MSME-DIs are available on this office website at option-field offices i.e. www.dcmsme.gov.in/NASApp/senetwar/ctrlDRSearch.jsp. For further information/enquiries, MSEs may contact to the Director, MSME-DIs of their region.

7. HOW TO GET REGISTRATION FOR USE OF BAR CODE

Global Standard 1 (GS1) India, formerly EAN India, an autonomous body under Ministry of Commerce & Industry, Government of India, Bar Code promoter is authorized for granting registration for use of Bar Codes. Other details on Bar Code are available on their website: www.gs1india.org.

Interested MSEs may approach the GS1, India for getting registration for use of Bar Codes at the following offices :

1. **GS1 INDIA**
#330, 2nd Floor, C Wing, August Kranti Bhawan,
Bhikaji Cama Place, New Delhi-110066
Phone : 91-11-26168720/721/725
Fax : 91-11-26168730
E-mail : info@gs1india.org

2. **GS1 INDIA**
C/o MSME Development Institute Andheri Kurla Road,
Sakinaka Mumbai - 400072, India
Phone +91-22-28576516/ 28576517
Fax +91-22-28579539
Email:info.mumbai@gs1india.org

8. VALIDITY OF FINANCIAL ASSISTANCE

Financial Assistance towards 75% reimbursement for one-time registration fee/annual recurring fee is valid upto XI th Plan (2007-2012).

**Application Form for Claiming 75% Reimbursement of Bar Code Registration Fee/
Annual Fee paid by Micro & Small Enterprise (MSE) to GS1 India**

1. (a) Name of MSE : M/s
 - (b) Address of MSE :
 - (i) Registered Office :
 - (ii) Works Office :
 - (c) Tel. No.Fax No. E-mail :
 2. Whether enterprise is Micro or Small? Micro / Small
 3. Name of proprietor/partner of the enterprise..... Mob. No.
 4. (a) Amount paid for (i) One-time registration fee Rs.
 - (ii) Annual Recurring fee Rs. for the year
 - (b) Amount to be reimbursed for (i) One-time registration fee Rs.
 - (ii) Annual Recurring fee Rs. for the year
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5. Details of Entrepreneur's Memorandum Part-II acknowledgement number
from State Directorate of Industries/DICs
.....
.....
 6. Range of products being manufactured
 7. The following documents are also enclosed along with Application Form:
 - (i) An attested copy of Cash Receipt for total amount (one-time registration fee &/or annual recurring fee) paid to GS1 India for use of Bar Codes.
 - (ii) An attested copy of license received from GS1 India for use of Bar Code.
 - (iii) Pre-receipted bill (In original) in triplicate for amount to be reimbursed for one-time registration fees (as per Annexure-I) &/or for annual recurring fee for 1st three years (as per AnnexureII).
 - (iv) A copy of Entrepreneur's Memorandum Part-II acknowledgement number from State Directorate of Industries/DICs duly attested by GM, DIC/State DI/Director MSME-DI/Chartered Accountant/any other gazetted officer.
 - (v) A certificate in original from GM, DIC/DI confirming the status of the enterprise as micro or small and its functional status, as on date of application.

OR

- An affidavit (in original) from Managing Director*/Proprietor*/Partner* of MSE duly sworn before a Notary Public confirming Micro/Small Enterprise and functional status of the unit at the time of Bar Code registration; and as on date of application (as per Annexure-III), accompanied by Chartered Accountant Certificate of the total investment in Plant & Machinery on the date of application (original purchase value) (As per Annexure-IV).
- (vi) An undertaking as per Annexure-V (concerning non-receipt of similar financial assistance from any other organization and/or from Office of the DC (MSME).

DECLARATION

I declare that the particulars given in the above statement are correct. I also undertake that any financial assistance granted to me/my enterprise on the basis of this declaration shall be liable to be refunded to the Government if at any time any information furnished in this application is found to be wrong or incorrect or misleading. I do hereby bind myself and my enterprise to pay the Government on demand a sum equal to the amount claimed as financial assistance in respect of above mentioned activity, within seven days of the demand being made to me in writing.

Date

Signature

Name.....

Encl :

Designation.....

Annexure-I

Pre-Receipt
(For One-Time Registration Fee)

Received with thanks a sum of Rs. (Rupees
..... only) from the Director, MSME-DI
towards reimbursement of 75% of the one-time registration fee paid to GS1 India
(under the Ministry of Commerce & Industry) for Bar Code registration.

(Affix Revenue Stamp)

Date :

(Signature)
Proprietor/Partner/Managing Director
with Seal

Note: The above pre-receipt is to be submitted on Letterhead of the company, in triplicate.

Pre-Receipt

(For Annual Recurring Fee)

Received with thanks a sum of Rs. (Rupees
.....only) from the Director, MSME-DItowards
reimbursement of 75% of annual recurring fee for the year(s)....., paid to
GS1 India (under Ministry of Commerce & Industry, Govt. of India) towards Bar Code
registration. However, reimbursement has already been received for one-time
registration fee/annual recurring fees for the 1st year/2nd year
..... (if received earlier).

(Affix Revenue Stamp)

Date :

(Signature)
Proprietor/Partner/Managing Director
with Seal

Note: The above pre-receipt is to be submitted on Letterhead of the company, in
triplicate.

AFFIDAVIT

To be submitted on a stamp paper (of Rs. 10/- minimum) duly attested by Notary
Public (duly affixed with Notarial revenue stamp; and with Notary Seal; and Notary
Registration number, etc.)

I.....S/o / D/o / W/o
Managing Director*/Director*/Proprietor*/Partner* of M/s.
..... with their Registered Office at
..... & Factory located at
..... do hereby solemnly affirm and declare
as under :

- The company is a Micro/Small Enterprise as per the Govt. of India definition; and has been functional & in production at the time of Bar Code registration.
- The company continues to be a Micro/Small enterprise and functional & in production as on date.
- As per books of accounts, the total investment (original purchase value) in plant and machinery in the company as on..... is Rs. (Chartered Accountant's Certificate dated to this effect is attached) Signed on

DEPONENT

Verification:

Verified that the contents of the Affidavit are true to the best of my knowledge and belief.

DEPONENT

Place:

Date:

*Strike out whichever is not applicable.

Annexure-IV

Certificate from Chartered Accountant Above Investment in Plant & Machinery
(On CA's Letterhead)

To whom it may Concern

Verified from the Books of Accounts of M/s.
with their Registered Office at
and Entrepreneur's Memorandum Part-II acknowledgement number
dated that the total Investment in plant and machinery
(original purchase value) of the company as on date stand as
Rs. (Rupees).

Name & Signature of the
Chartered Accountant with Stamp and
Membership Number

Place :

Date :

UNDERTAKING

To be submitted by the applicant on a Non-judicial Stamp Paper of Rs. 50/- (Minimum)/amount-as applicable in the respective State, duly sworn before a Notary public (duly affixed with Notarial Stamp, and with Notary Seal & Notary Registration number) or First Class Magistrate.

I.....S/o / D/o / W/o
Managing Director*/Director*/Proprietor*/Partner* S/o
Registered Office at
& Factory located at
do hereby solemnly affirm and declare as under :

- (a) That the aforesaid Comapny/Firm/Enterprise has/has not availed reimbursement/Subsidy/grant for obtaining Bar-Code registration under any scheme operated by Central Government (including Office of DC (MSME), M/o Micro, Small and Medium Enterprise)/State Government/Financial Institutions, etc., if availed, give the details.
- (b) That the aforesaid Comapny/Firm/Enterprise has/has not applied to name of the ministry/department of Central Govt. (other than Office of DC (MSME)/State Govt./Financial institution for eimbursement/ subsidy/ grant/ incentive for registration of Bar Coding from GS1 India.
- (c) That after availing reimbursement for obtaining Bar-Code registration from Office of DC (MSME), Ministry of MSME, in respect of the said Company/Firm/Enterprise, I shall disclose this fact of the said Company/Firm/Enterprise at the time of claiming/reimbursement/subsidy/grant/incentive, if any, under any other similar scheme run by Central Government/State Government Department/Financial Institution, etc.
- (d) I hereby solemnly affirm that the information given above is correct. In case, above declaration is found wrong or incorrect or misleading, I do bereby bind myself & My enterprise and undertaking to pay to the Government on demand the full amount received as reimbursement in respect of above mentioned activity, within saven days of the demand being made to me in writing.

Signature of Partner/Proprietor/Managing Director/Director
In the presence of two witnesses

- 1.
- 2.

(Names and Addresses of the witnesses above also to be indicated along with signatures).
*Strike out whichever is not applicable.