

TCS 1

[Paragraph C. 5(i) of PEM]

Application to be submitted by exporters after award of contracts for rendering managerial/technical/consultancy services broad

A. Instructions:

1. The application should be completed in six copies and submitted to authorised dealer alongwith six copies of the contract, within fifteen days of entering into contract with the overseas buyer.
 2. Banker's comments on the exporter may also be submitted as in Form TCS 2.
- Documentation :
3. Certified copies of the documents listed in item XXIII of the application form.

PART A – GENERAL

I.	Exporter (a) Name and address of the exporter (b) Exporter's Code No. (Details to be given Annexure 1)			
II.	Overseas Buyer/Employer (a) Name and address (b) Nature of constitution indicating whether private, public sector or Government organisation (c) If there is any Indian participation in the capital structure, etc. of the overseas employers, broad details may be indicated (d) Main lines of activity (e) Explain past experience, if any with buyer/employer			
III.	Name and Address of Prime Contractor (If other than overseas buyer)			
IV.	Export Contract (a) Date of Signing the Contract (b) Effective date			
V.	(a) Description of the proposal mentioning the scope of work, broad description of goods, nature of services to be rendered (b) Total value (i) In foreign currency (ii) Equivalent Indian Rupees (iii) Exchange rate			
		(Rs. in lakhs)		
		Goods	Services	Total
VI.	(c) Break-up of Contract Value - Indian Third Country			

Local		Total		
VII.	Payment Terms			
(a)	(i) Currency of payment with percentage for each currency			
	(ii) If currency of payment is Indian Rupees, whether payments will be received under any Bilateral Trade and Payments Agreement			
	(iii) If currency of payment is not Indian Rupees, will there be an exchange variation clause ? If not, how is exchange risk proposed to be covered.			
(b)	Advance payment Percentage and amount (stating when receivable)			
(c)	Down payment - Percentage and amount			
(d)	Progress payment - Percentage and amount			
(e)	Retention money - Percentage and amount (stating when receivable)			
(f)	Deferred payment - Percentage and amount			
(g)	Terms of deferred payment			
	(i) Period of credit (Years)			
	(ii) Number of installments for repayment of Principal/s			
	(iii) Intervals at which installments will be receivable			
	(iv) Date with reference to which the due dates of installments will be fixed Date of contract, commissioning etc.)			
	(v) Moratorium/Grace period. if any			
	(vi) Rate of interest on deferred credit			
	(vii) Interval at which interest will be receivable			

VIII.	<p>Security</p> <p>Nature of security to be furnished by the buyers for:</p> <p>(a) Down payment</p> <p>(b) Progress payment</p> <p>(c) Deferred receivables and interest</p>							
IX.	<p>Time Schedule (In Months)</p> <p>(a) Commencement (approx. date)</p> <p>(b) Completion</p> <p>(c) Maintenance period. if any</p> <p>(d) Whether time schedule furnished above is as per tender requirement. if not, reasons for change</p>							
X.	<p>Foreign Exchange Out-go</p> <p>(a) Break-up</p> <p>(i) CIF cost of raw materials and components proposed to be imported into India for the execution of the order or value of import replenishment entitlement whichever is higher</p> <p>(ii) Freight on exports</p> <p>(iii) Third country imports</p> <p>(iv) Agency commission/fees</p> <p>(v) Interest on overseas borrowings and other charges</p> <p>(vi) Remittances of royalty payment. if any, and Exchange Control approval therefore.</p> <p>Total</p> <p>(b) Nature of raw materials and components to be imported into India</p>	<table border="1"> <thead> <tr> <th data-bbox="901 728 965 761">Item</th> <th data-bbox="1093 728 1204 761">Amount</th> <th data-bbox="1292 728 1444 761">Percentage</th> </tr> </thead> <tbody> <tr> <td data-bbox="798 761 965 1489"></td> <td data-bbox="1093 761 1204 1489"></td> <td data-bbox="1292 761 1444 1489"></td> </tr> </tbody> </table>	Item	Amount	Percentage			
Item	Amount	Percentage						

<p>XI.</p>	<p>Third Country Imports</p> <p>(a) Total value</p> <p>(b) Nature of imports, estimated cost, names of suppliers, country of supply, schedule of delivery, price and terms of payment quoted to ultimate buyers and profits and mark up (Attach statement)</p> <p>(c) payment terms for third country imports vis-a-vis terms offered by overseas buyers Would any Letter of Credit be opened on back-to-back basis I If not how financing of third country imports will be done should be precisely explained.</p> <p>(d) Currencies of payment</p> <p>(e) Details of financing arrangements, if my, required abroad by the exporters</p>	
<p>XII.</p>	<p>Agency Commission</p> <p>(a) Name and address of overseas agent</p> <p>(b) Nature of services to be tendered by agent</p> <p>(c) Percentage and amount of commission payable</p>	
<p>XIII.</p>	<p>Cost and Profitability</p> <p>Estimated net profits (Please furnish detailed cost and Amount profitability as per Annexure II).</p>	<p>Amount</p> <p>Percentage</p>

<p>XIV. Status of Exporter State whether Prime Exporter or Consortium Member/Joint Bidder</p> <p>(a) If a Prime Exporter</p> <p>(i) Name and address/es of major sub-supplier/s</p> <p>(ii) Nature of goods services relating to each sub-supplier/s and value thereof</p> <p>(iii) Payment and other back-to-back arrangements with sub-supplier/s</p> <p>(iv) Past experience of major sub-supplier/s (Recent Annual Report and write-up on their activities to be furnished)</p> <p>(v) Details of banking arrangements made by sub-suppliers for the contract (Note: If prime exporter is sub-supplier to a foreign principal other than the overseas buyer. Annexure III may be completed)</p> <p>(b) If a member of consortium/joint bidder</p> <p>(i) Name and address of the Leader</p> <p>(ii) Nature of goods/services relating to leader/each consortium member, and value thereof</p> <p>(iii) Payment and other back-to-back arrangements with leader/other consortium members</p> <p>(iv) Past experience of leader/consortium members (Recent Annual Report and write-up on activities to be furnished)</p> <p>(v) Details of banking arrangements made by leader/consortium members for the contract (Note: If the contract is signed jointly with foreign party, information on the fines of Annexure III may be completed).</p>			
<p>XV. Supply of Manpower</p> <p>(a) Number of Experts and skilled and unskilled workers required and the manner in which they would be employed in the importing country giving the number of persons required to be sent abroad from India.</p>	<p>Personnel</p>	<p>India</p>	<p>Local</p>
	<p>Managerial</p>		
	<p>Supervisory</p>		
	<p>Skilled</p>		

		Unskilled		
Total				
(b)	(i) Total salary and wages etc. provided for in the contract Foreign Currency Local Total (ii) How salary and wages etc. will be paid in foreign currency in case of deterred payment contract ?			
(c)	Are there any minimum wages and other labour laws prevailing in the importing country? If so, particulars thereof may be given			
(d)	Are there any restrictions on the employment of outside labour in the importing country ?			
(e)	What is the position of availability of required skilled and unskilled labour in the importing country?			
(f)	What are the general living conditions regarding accommodation, water and power in the area where the contract is to be executed.			
XVI.	Arrangements for Procurement Please furnish information regarding tie-ups for sub-contracting and services as per Annexure IV.			
XVII.	Equipment, Tools and Tackles (a) Particulars and value of construction equipment, tools and tackles and materials required from India, third country and country where project is to be executed for execution of the contract. (b) Estimated value of the above equipment etc. on reimport/sales after completion of contract			
XVIII.	Plans for Execution of Contract (a) Mobilisation plan for men and materials (b) Proposed programme of work with time schedule, PERT and BAR Chart			

XIX.	<p>Overseas Organisation proposed to execute the contract</p> <p>(a) Places where site/liaison office/s will be required</p> <p>(b) Staff and organisation at the site/liaison office</p> <p>(c) Estimated expenditure on the site/offices</p> <p>(d) Who will be the leader of the overseas work? What is his background?</p> <p>(e) What are the special arrangements proposed by the Head Office to co-ordinate and monitor the progress</p>	
XX.	<p>Overseas Expenditure</p> <p>Amount and nature of overseas expenditure involved [Please attach currency-wise cash-flow statement (monthly or quarterly) for Indian, third country and local portion (separately) covering the contract period including maintenance]</p>	
XXI.	<p>(a) Provisions in the contract in respect of the following</p> <p>(i) Penalties/Liquidated damages and ceiling, period of delay for which minimum penalty becomes applicable, may also be indicated</p> <p>(ii) Price escalation</p> <p>(iii) Force majeure</p> <p>(iv) Arbitration</p> <p>(v) Law governing the contract [items (iii) and (iv) should invariably be included in the contract]</p> <p>(b) Brief account on Taxation provisions affecting repatriation of profit and salaries</p>	
XXII.	<p>Any other information</p>	

XXIII.	Documents to be attached with the application (attach certified true copies)	
(a)	Balance sheets and profit and loss accounts of the exporter for the last 3 years	
(b)	Export contract with amendments. if any (6 copies)	
(c)	Letter of credit or Letter of guarantee received by the exporter	
(d)	Agreements with sub-suppliers/other members of Consortium	
(e)	Letter, if any, from the exporter's banker communicating the terms of sanction of guarantee and/or credit facilities for the contract	
(f)	The following further statements are to be attached (i) Statement of coo and profitability of the export transaction on the tines indicated in Annexure It (ii) Statement of probable period of utilisation of the post-shipment credit as per Enclosure (iii) Cash flow statements in the case of turnkey projects	
III	(g) Details of foreign contractor in Annexure	
	(h) Details of sub-contractors in Annexure IV	

PART 8 - FACILITIES REQUIRED BY EXPORTER

(1)	Banking Arrangement Name/s and address/es of the banks in India from whom facilities are proposed to be obtained		
(2)	Facilities	Amount Rs in lakhs	Period for which required
(a)	Funded Facilities		
	(i) Preshipment credit		
	(ii) Deferred credit		
	(iii) Credit against export incentives		
	(iv) Other credit facilities (please specify)		
(b)	Non-funded facilities	As % of the contract	Currency of Issue and amount Equivalent Indian Rs (lakhs)

<p>(i) Advance payment guarantee</p> <p>(ii) Performance guarantee</p> <p>(iii) Retention Money guarantee</p> <p>(iv) Guarantee for borrowings broad (please furnish currency-wise cash-flows in support)</p> <p>(v) Other guarantees and L/Cs etc. (please specify)</p> <p>(Please state period of guarantee against each item)_____</p>		
<p>(3) Other Facilities</p> <p>(i) Site Office/s overseas</p> <p>(ii) Liaison Office/s overseas</p> <p>(iii) Overseas Bank account/s (if more than one is required, reasons thereof)</p> <p>(iv) Agency commission (amount and percentage)</p> <p>(v) Initial remittance required (Rs.)/Inter project transfers subject to repatriation/retransfer within months)</p> <p>(vi) Any other facilities (please specify)_____</p>	<p>Number</p>	<p>Location</p>
<p>(4) Risks Cover</p> <p>(i) Type of cover from ECGC (Political/Comprehensive/ Specific Services, Contract Policy etc.)</p> <p>(ii) Counter guarantees ECGC/Govt. of India</p>		

We apply for grant of approval for exports on Cash/Deferred payment terms as per details furnished above. We hereby certify that the particulars given above are true to the best of our knowledge and belief.

Place
Date:

STAMP

(Signature of Authorised Official)

Name :
Designation

ENCLOSURE TO FORM TCS 1
(Item XXIII(f)(ii) of Form TCS 1)

Projections of post-shipment credit requirements

RUSHABH INFOSOFT LTD.

	Quarter	Quarter	Quarter	Half Year	Half Year	Half Year	Total
	1	2	3	1	2	3	
1. Outstanding at the beginning							
2. Advances availed of during the period							
3. Total of 1 & 2							
4. Less installments, if any. received from the importer							
5. Outstandings at end of the period							

Note : Quarterly figures to be given till the limit is expected to be fully drawn thereafter, figures may be furnished at quarterly/half-yearly/yearly intervals depending on the receipt of the deferred installments.

ANNEXURE I TO FORM TCS 1

(Item I of Form TCS 1)

Information on the Exporter

(a) Name			
(b) Registered Offices			
(c) Branch Offices			
(d) Constitution			
(i) Public Limited Company			
(ii) Private Limited Company			
(iii) Partnership firm			
(iv) Proprietary concern			
(e) Code No.			
(f) Location of factories, if any			
(g) Name/s of the Proprietor/Partners/Directors			
(h) Year of establishment/incorporation and commencement of operation			
(i) Main line of activities (give details of range of activities, fields of range of activities fields of specialisation)			
(j) Details of operations for the last three years: Years			
(i) No. of consultancy/technical jobs executed			
(ii) Sales turnover			
(iii) Of which export turnover			
(iv) Of which consultancy turnover			
(k) No. and value of consultancy/technical etc. services job on hand			
(i) Overseas			
(ii) Domestic			
(l) Financial Position (for 3 years)			

Financial Results (As of _____)	Paid-up Capital	Tangible Net worth	Turnover	Profit Before Tax	Profit After Tax

(m) Please furnish the following

- (i) Particulars of consultancy/technical service jobs completed and under execution both in India and abroad, The particulars should, inter alia. show date of contract, value of contract. name and address of the buyer, description and scope of work, date or expected date of completion, percentage of work completed, whether contract ended/will end in profit/loss, amount of foreign exchange repatriated to India (year-wise), profit generated in India, extent of loss, if any, and the amount of remittance allowed from India to meet the loss.
- (ii) Particulars of outstanding tenders/offers, relating to consultancy/technical services contract.

ANNEXURE II TO FORM TCS 1

[Items XIII and XIII(f)(i) of Form TCS 1]

Cost and Profitability Statement

Details	Rupee Costs	Foreign Currency Costs	Local Currency Costs	Total
1. Materials				
(a) Indigenous				
(b) Imported into India (including canalized items)				
(c) Direct into importing country (CIF Value)				
2. Know-How/Technical Assistance				
3. Salary and Wages of Technical and Other Personnel				
4. Description of Equipment at Site				
5. Overheads (Accommodation etc.)				
6. Air Travel				
7. Taxes and Duties (I%)				
(a) Excise Duties				
(b) Import Duties				
(c) Taxes (please specify)				
8. Royalty on Exports				
9. Agent's Commission/Fee				
10. Finance Charges (Including pre/post-shipment interest, guarantee commission etc.)				
11. ECGC Premium				

12.	miscellaneous Costs (Please specify)_____				
13.	Contingencies and Provisions (a) Cost escalation @ (b) Negotiating Margin % (c) Contingency % (d) Others (please specify) %				
14.	Freight Outwards				
15.	Insurance				
16.	Total Cost				
17.	Contract Receipts (Currency-wise)				
18.	Profit (17-16)				
19.	Export Incentives (a) Duty Drawback (b) Others_____				
20.	Net Profit (18+19)%				

@ as % of Contract Value Conversion Rates: US\$ _____ = Rs. _____ £ _____ = Rs. _____
DM _____ = Rs. _____

ANNEXURE III TO FORM TCS I
[Item No. XIV and Item No. XXIII (g) of Form TCS 1]
Details of Foreign Contractor

To be completed where the Indian exporter is a sub-supplier to/joint bidder with a foreign prime contractor.
(Please furnish the details on the foreign prime contractor, joint bidder/s or a consortium members, as applicable)

<p>(a) Name and address</p> <p>(b) Nature of goods and services relating to each member</p> <p>(c) Approximate value of offer by each member</p> <p>(d) Whether payment terms are on back-to-back basis (Yes/No)</p> <p>(e) Mode of receipt of payment</p> <p>(f) Details of banking arrangements made for the offer</p> <p>(g) Past experience of foreign prime contractor/consortium</p> <p>(h) Whether banker's report furnished on each member (Yes/No)</p> <p>(i) Details of past dealings of exporter with each consortium member/joint bidder</p> <p>(j) Details of inter se arrangements among consortium members.</p>	
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ANNEXURE IV TO FORM TCS I

[Items XVI and XXIII (h) of Form TCS 1]

Details of Main Sub-contractors for Services

Brief Description/ Specification of Services	Contractor's Name	Approx Value of Sub-contract	Firm Offer (Yes/No)	Date till which valid	Details of Warranty, Bank Guarantee (if any)
A. Indian					
Sub-total (A)					
B. Local					
Sub-total (B)					
C. Third Country					
Sub-total (C)					