

F. No. FM-24/2023-FME
Government of India
Ministry of Food Processing Industries
Panchsheel Bhawan, August Kranti Marg
New Delhi-110049

Dated: 30th June 2025

To,
The Pro-Vice Chancellor,
North-Eastern Hill University,
Tura Campus, West Garo Hills,
Tura-794002, Meghalaya.
Email Address: incubationcenternehutura@gmail.com,
Contact Number: +91 9863068311

Subject: Approval to the proposal for establishment of Incubation Centre at North-Eastern Hill University (NEHU), Tura Campus, West Garo Hills, Tura-794002, Meghalaya for Processing and value- addition of Fruits, Vegetables and Fish, Poultry, Meat products.

Reference:

- Your proposal submitted on 31.01.2022
- Meeting of Appraisal Committee held on 04.08.2022
- Your revised proposal submitted on 05.07.2023
- Meeting of Project Execution Committee held on 26.06.2024
- Your recommended documents/undertaking submitted on 16.07.2024
- Meeting of Inter-Ministerial Empowered Committee held on 12.06.2025

Sir,

The undersigned is directed to convey the approval of the Competent Authority to the proposal for establishment of Common Incubation Centre at North-Eastern Hill University (NEHU), Tura Campus, West Garo Hills, Tura-794002, Meghalaya, for processing and value-addition of Fruits, Vegetables and Fish, Poultry, Meat products under the Common Incubation Centre component of PMFME scheme.

2. The above approval is accorded to the proposal with total project cost of Rs. 2,75,00,000 (Rupees Two Crores Seventy-Five Lakhs Only). The total funding support (Grants-in-aid) approved is Rs. 2,75,00,000 (Rupees Two Crores Seventy-Five Lakhs Only).

3. The head wise total project cost and approved Grant- in- Aid is as under:

Project Cost (Rs. In Lakhs)

Sl. No.	Particulars	Capacity	Proposed Cost (₹ in lakhs)	Approved GIA (₹ in lakhs)
1	Processing Lines			
i.	Primary processing of fruits and vegetables processing	500 kg/hr	20.00	200.00



	(Jackfruit, banana, pineapple, sweet potato, beetroot, bamboo shoot, green peas, yam, etc.,)			
ii.	Secondary processing (Vacuum fried healthy snack foods, jackfruit, pineapple, bamboo shoot, sweet potato, carrot, beetroot, broccoli, bitter guard, etc.,)	100 kg/hr	60.00	
iii.	Primary Processing (Fish, poultry, and meat processing) RTC, RTE products	50 kg/hr	32.00	
iv.	Secondary processing (Deep fat fried snack foods, masala coated cashew nut, casava chips, French fries, nuggets (fish, chicken, and duck)	100 kg/hr	34.00	
v.	Secondary processing RTC and RTE fish and vegetable products	100 kg/batch	54.00	
	Sub Total		200.00	
2	Food Testing laboratory		25.00	25.00
3	Utilities (ETP, firefighting and others)		50.00	20.00
4	Renovation and upgradation			25.00
5	Mentoring charges/Consultancy			5.00
	Total		275.00	275.00

4. Component wise cost breakup of the above major components is mentioned in the **Annexure- I** attached.

5. The Mentor Institute for the approved Incubation Centre would be Incubation Centre (MSME Incubator), North Eastern Hill University, Tura Campus, West Garo Hills, Meghalaya.

6. The approval and release of funds are subject to provisions of the Revised Guidelines dated 5th March, 2021 and further amendment dated 19th August 2021 for establishment of Common Incubation Centre under PMFME Scheme and compliance to the following conditions and timelines:

- The Host institute to ensure the commercial utilization of processing of the ODOP and other processing lines by individual and group entrepreneur of the region by leasing out the Common Incubation Facility to private O&M agency.
- The Host institute is directed to furnish an undertaking as required under Rule 230(1) of GFR 2017 as per proforma at **Annexure II** within 30 days from issue of this letter.
- The Host institute is directed to submit a Surety Bond as per the format attached at **Annexure - III** within 30 days from issue of this letter.

- iv. The Host institute is directed to enter into a Tripartite Agreement/ MoU between the SNA, Host institute and Mentor institute to ensure the monitoring of the implementation of Common Incubation Centre. The Tripartite Agreement / MoU will define the roles, responsibility of all the three parties along with the terms & condition of operation of the Incubation Centre.
- v. The CA (Statutory Auditor) certificates and the CE (Civil & Mechanical) certificates submitted at the time of claiming grant should bear the membership no. and the name of the professional preparing the certificate(s).
- vi. Host institute has to abide by/ comply with all terms and conditions as laid down in Revised Guidelines dated 5th March, 2021 for establishment of Common Incubation Facility under PMFME Scheme in respect of PMFME Scheme for implementation and operationalization of project.
- vii. **Time Schedule:** The time schedule for completion of project will be 8 months including for obtaining FSSAI license, CTO and other State clearances. The timeline for various activities will be as follows unless extended by IMEC after recommendation of State Nodal Agency.

Sl. No.	Particulars	Time Period
1.	Release of 1st instalment	After approval of the proposal & issue of approval letter
2.	Release of 2nd instalment from release of 1st of instalment upon completion of Installation and Commissioning of approved components	6 months from the date of approval
3.	Leasing out the facility to Pvt. O&M agency	6 months from the date of approval
	Sub - Total	6 months
	Other Compliances	
4.	Obtaining licences (FSSAI), statutory clearance, boiler certificate and consent to operate	2 months from the release of final instalment
	Total	8 Months

- ix. The Host institute must submit their claim for release of instalment of grant to respective State Nodal Agency after fulfilling the conditions and complete with the requisite documents as detailed in para no. 6 of Revised Guidelines 5th March, 2021 for establishment of Common Incubation Facility under PMFME Scheme. The SNA will forward the claim to Ministry with its recommendation.
- x. Before release of final instalment of Grant-in-Aid, eligible Grant-in-Aid for the project will be re-calculated by State Nodal Agency based on the cost given in the DPR/ actual cost incurred, whichever is less, of the items/ components approved by Ministry for this project, before forwarding the claim to Ministry with its recommendation.
- xi. Ministry of Food Processing Industries (MoFPI), Government of India, will have the authority for recall of grant in case of following circumstances:
 - a. If the project is not completed within the approved project timeline including extensions, if any. In such case, the Grant-in-Aid released to the Host Institute, will be returned not later than 30 days after a Notice is given by MoFPI in this regard.



- b. If the assisted project stops its commercial operations within three (3) years from the date of commencement of commercial production of the project.
- c. MoFPI will have the discretion to recall the grant, if during such period, it comes to the notice of the Ministry that the grant has been availed by manipulating / concealment of information / facts or that the grant has been utilized for purposes other than those for which it was sanctioned.
- xii. Host Institute not implementing the project as per the Revised Guidelines 5th March, 2021 for establishment of Common Incubation Facility under PMFME Scheme after availing MoFPI grant for the purpose will be liable to repay the entire grant amount along with penal interest prevailing during the period as per the extant GFR provisions.
- xiii. In case of any dispute arising in interpretation of any of the terms and conditions as contained in this Approval Letter, the interpretation of MoFPI shall be final. The Courts of Delhi shall have exclusive jurisdiction on any matter arising at any stage of implementation of this project.
- xiv. The Ministry may seek any clarification and/ or any document/ information at any stage of the project. The Ministry reserves the right to modify the Scheme Guidelines or any other terms and conditions as contained herein which shall be applicable.
- xv. This Approval Letter is being issued in Triplicate. The Host institute must submit the signed duplicate copy of this Approval Letter to respective State Nodal Agency and MoFPI within 15 days of issue of this Approval Letter accepting the above terms and conditions, failing which the approval to the project will be cancelled.
- xvi. This is merely a letter of intent and in no way entitles the Host Institute for Grant- in-Aid without fulfilling criteria/ conditions set by Ministry of Food Processing Industries, Government of India under the Common Incubation Centre component of PMFME Scheme.

Yours faithfully,



(Surendra Singh)

Joint Industrial Adviser to the Government of India

Tel. No. 011-26406538

Email: surindersingh@nic.in

Copy to:

1. Directorate of Food Processing of Meghalaya State Nodal Agency for Meghalaya
2. Incubation centre (MSME Incubator), North Eastern Hill University, Tura campus, Meghalaya- Mentor Institute.

ANNEXURE-I

Component wise cost of Processing lines including primary, secondary and tertiary processing, raw material/finished product storage, packaging, Food Testing facility and Renovation work of existing building at NEHU Tura Campus.

S. No	Processing Line	Machinery required for processing	Capacity	Qty	Cost (INR lakhs)
1	Primary processing of fruits and vegetables processing (Jackfruit, banana, pineapple, sweet potato, beetroot, bamboo shoot, green peas, yam, etc.,)				
	Primary Processing	Fruit and Vegetable washing unit (Washing- bubble, washing, roller washing with slant conveyer belt or jet washing mechanism/ washing tub) with conveyor system	500 Kg/h	1	8.0
		Cutting Table (SS) with multifunctional fruits and vegetable cutters	500 Kg/h	2	2.0
		Automatic peeling machine, inspection table (peeling, coring, and slicing) and conveyor system	500 kg/h	2	5.0
		Blanching machine & its accessories	500 kg/h	1	5.0
		Sub total			20.00
2	Secondary processing (Vacuum fried healthy snack foods, jackfruit, pineapple, bamboo shoot, sweet potato, carrot, beetroot, broccoli, bitter guard, etc.,)				
		Air blast freezer	500 kg/Cycle	1	20.0
		Vacuum Frying Machine VF-50 with 100- liter basket Volume with PLC HMI) and its accessory items	100 kg/h	1	40.0
		Sub total			60.00
3	Primary Processing (Fish, poultry, and meat processing) RTC, RTE products				
		Insulated boxes, fish handling trays,	Standard size	20	1.0
		Cold store unit (freezer cum chiller unit)	2 Ton	1	10.0
		Pre-processing, Screening, and inspection tables and processing tables	8'x5' (SS-304)	4	2.0
		Table top batter& breadding machine,	50 kg/hr	1	5.0
		De-Scaling /Deskinning machine	50 kg/hr	1	2.0
		Pin bone remover	50 kg/hr	1	4.0
		Tray sealing machine	50 packets/hr	1	8.0
		Sub-total			32.00

4	Secondary processing (Deep fat fried snack foods, masala coated cashew nut, casava chips, French fries, nuggets (fish, chicken, and duck))				
		Automatic Fryer equipped with de-oiler (SS) and its accessory	100 kg/h	1	15.0
		Seasoning drum with oil spray unit along with air compressor 200 ltr cap. 3Hp & its accessories	100 kg/h	2	5.0
		Multi-head packing machine with nitrogen flush type (In build nitrogen generator)	100 packets/min	1	14.0
		Sub-total			34.00
5	Secondary processing RTC and RTE fish and vegetable products				
	Retort products	S.S. dressing table, packing table etc, Static Retort machine (Steam Air Injection retort), Boiler 500 kg/hr @8-10 bar steam pressure and its accessories (BR category)	100 kg/batch	1 unit	40.0
		Vacuum marinator (SS)	200 kg/h	1 unit	4.0
		Industrial Rotary oven	100kg/h	1 unit	5.0
		Impulse retort pouch sealing machine	12" L seal W 6mm	4	4.0
		Through flow pouch drying unit	(40-50°C)	1	0.25
		Treadle embossing system		1	0.75
		Sub-total			54.00
6	Food Testing facility	Proximate analyser (Protein, fat, fibre, ash, and carbohydrate), bomb calory meter, Autoclave, Digital oven, BOD incubator, Digital bacteriological incubator, Water bath, Laminar Air Flow Chamber, Hot plate, pH meter, Spectrophotometer, Ultrasonicator-probe type, Tubridy meter, Colony Counter, Microscope, Centrifuge, vacuum pump, filter paper, Water still, Heating Mandle, Magnetic stirrer, refrigerator, Millipore assembly, Media, chemicals, glassware, a plasticware, etc., and renovation work, like flooring, and other laboratory work	Need base	1 each	25.00
		Sub-total			25.00
	Renovation work of existing building at NEHU Tura	Renovation work of existing building (7000 Sq. Fts), extension work, electricity, plumping, shut and roofing repairing work, flooring, and other civil repairing works,	Need base	1	50.00

7	Campus	accessories item, like FSSAI safety items, power generator (125 KVA), Air curtains and film sleeves, pre-operating expenses			
		Sub-total			50.00
	Grant Total (1+2+3+4+5+6+7): Two Hundred and Seventy-Five Lakhs Only)				275.00



ANNEXURE-II**PROFORMA FOR RULE 230(1) OF GFR 2017****UNDERTAKING**

I, _____ s/o _____
 R/o _____ (*Address*) _____, the
 deponent do hereby solemnly affirm and declare on oath as under:-

1. That the deponent is the Competent authority in the Organization. (*Name of firm and address*) .
2. That the organization has not availed any financial assistance for the same purpose or the same component from the Ministry of Food Processing Industries in the past.
3. That the deponent do hereby affirm that the Organization will not apply/ has not applied for/ obtained any grant/ subsidy from any Central Government Ministry/ Department/ GoI organizations/ any agency of State / Central Government for the same purpose/ activity.
4. That all the documents, explanations/ information's etc. submitted by the organization from time to time are true, correct and complete to the best of its knowledge and belief.

Deponent

Verification:

Verified that the contents of this affidavit are true and correct to the best of the knowledge and belief of the deponent and no part of this affidavit is kept concealed therein. If anything is found false in this Affidavit subsequently deponent and organization shall alone be liable jointly and severally for action under the laws, hence verified at (*Place*) _____ on (*Date*) _____ .

Deponent

ANNEXURE-III**(To be prepared on Non-Judicial Stamp paper of Rs.100/-)****SURETY BOND**

KNOW ALL MEN BY THESE PRESENTS that we, M/s....., a (Type of organization) incorporated / registered under the (Name of the Act) and having its registered office at (hereinafter called the "Obligors") are held fully and firmly bound to the President of India (herein after called the "Government") for the sum of Rs..... (Rupeesonly) well and truly to be paid to the Government on demand and without a demur for which payment we firmly bind ourselves and our successors and assignees by these presents.

SIGNED on the day of in the year Two Thousand.....

WHEREAS on the Obligors' request, the Government as per Ministry of Food Processing Industries' Approval Letter No..... Dated.....(herein after referred to as the "Approval Letter") which forms an integral part of these presents, and a copy whereof is annexed hereto and marked as Annexure-I, agreed to make in favour of the Obligors Grants-in-Aid of Rs. (Rupeesonly) for the purpose of (description of the project) at out of which the sum of Rs. (Rupees only) have been paid to the Obligors (the receipt of which the Obligors do hereby admit and acknowledge) on condition of the Obligors executing a bond in the terms and manner contained herein after which the Obligors have agreed to do.

NOW the conditions of the above written obligation is such that if the Obligors duly fulfill and comply with all the conditions mentioned in the approval letter, the above written Bond or obligation shall be void and of no effect. But otherwise, it shall remain in full force and virtue. The Obligors will abide by the terms & conditions of the Grants-in-Aid by the target dates, if any specified therein.

THAT the Obligors shall not divert the Grants-in-Aid and entrust execution of the Scheme or work concerned to another institution(s) or organization(s).

THAT the Obligors shall abide by any other conditions specified in this agreement and in the event of their failing to comply with the conditions or committing breach of the bond, the Obligors individually and jointly will be liable to refund to the President of India, the entire amount of the Grants-in-Aid with interest of 10% per annum thereon. If a part of the Grants-in-Aid is left unspent after the expiry of the period within which it is required to be spent, interest @10% per annum shall be charged upto the date of its refund to the Government, unless it is agreed to be carried over.

The Obligors agree and undertake to surrender / pay the Government the monetary value of

all such pecuniary or other benefits which it may receive or derive / have received or derived through / upon unauthorized use of (such as letting out the premises on adequate or less than adequate consideration or use of the premises for any purpose other than that for which the Grants-in-Aid was intended of the property) buildings created / acquired constructed largely from out of the Grants-in-Aid sanctioned by the Government of India, Ministry of Food Processing Industries or the administrative Head of the Department concerned. As regards the monetary value aforementioned to be surrendered / paid to the Government, the decision of the Government will be final and binding on the Obligers.

AND THESE PRESENTS ALSO WITNESS THAT the decision of the Secretary to the Government of India in the Ministry of Food Processing Industries on the question whether there has been breach or violation of any of the terms or conditions mentioned in the sanction letter shall be final and binding upon the Obligers

and

IN WITNESS WHEREOF these presents have been executed as under on behalf of the Obligers the day herein above written in pursuance of the Resolution No.....Dated.... passed by the governing body of the Obligers, a copy whereof is annexed hereto as Annexure-II and by for and on behalf of the president on the date appearing below: -

Signature of the AUTHORISED SIGNATORY
Signed for and on behalf of

(Name of the Obliger in block letters)
(Seal / Stamp of Organization)

1. Signature of witness

Name & Address

2. Signature of witness

Name & Address
