

Technology Development Fund Checklist for Industry



Form 17

Project Name	ABC				
Govt. Sanction letter Number	123243445				
Development Agency (DA)	PQR (MSME/Startup/Large Industry)				
Consortium Partner (if any)	DEF				
Academic Partner (if any)	XXX				
Total Cost of the Project	Rs. X Lakhs				
	DRDO Share			DA Share	
	Rs. (%)			Rs. (%)	
Date of start of the Project	Date of MoU/Contract or First Installment, whichever is applicable				
PDC of the Project (Months)					
Total number of Milestones	1	2	3	4	5
	T0+ X1	T0+ X2	T0+ X3	T0+ X4	T0+ X5
Details of Milestone getting Completed	Milestone Number	Description of Milestone as per Government Sanction Letter			
Amount of Payment Sought	Rs...../-			Rs...../-	
	(in numerals)			(in words)	
Submission Date	Date of submission of contingent bill				

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Technical Closure / Document			
Milestone closure report to be submitted by PMMG along with following Enclosures			
Sr. No.	Enclosures	To be furnished by	Checklist Submitted
1	Milestone Closure Certificate (covering completion of activities and approval of deliverables as per GSL/agreement and milestone IPR if any)	Approved by PMMG	
2	Essentiality certificate for equipments	Duly vetted and issued by PMMG	
3	MoM of PDR/CDR / another committee (if any)	Duly signed by PMMG	
4	MOM of PMMG held for closure of current milestone no.-	Approved by PMMG	
5	Documents (if any)	Approved by PMMG	

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Financial Closure / Documents			
Milestone closure report to be submitted by DA along with following Enclosures			
Sr. No.	Enclosures	To be furnished by	Checklist Submitted
1	Utilization Certificate /Statement of Expenditure (Head wise as per annexure)	Signed and sealed by Industry and audited by CA *Bills within the stipulated time period of current milestone-(bills upto closing date of MS)	
2	CA Certificate	On CA's Letter Head Sign and Seal by CA	
3	List of equipments and their bills/invoice (if any)	signed and sealed by Industry (True certified copy and round stamp) (Only invoices during the duration of current milestone needs to be submitted. For foreign equipments, submit Bank statement and remittance letter)	
4	Request for release of BG (if any)		
5	Bank Account Details and copy of Cancelled Cheque	(Details of New Bank Account opened at the TO of the project)	
6	Contingent Bill	(Two Original copies ink signed with revenue stamp and company's round stamp)	
7	Copy of PAN Card		
8	Request Letter for release of payment	(Company seal & signature by authorized signatory)	
9	Copy of old Contingent Bill, if any		

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To initiate the process, please submit the above listed financial and technical documents in the given manner. Kindly note that DTDF might require some additional documents at later stage of milestone closure process depending upon the requirement, the same will be informed via mail to the industry.

The approval of completion of Milestone is given by Technical Committee. The Contingent Bill can be initiated only after approval of Technical Committee.

The signed documents sent by Industry must have round stamp