

Gujarat Green Revolution Co. Ltd.  
At -Fertilizernagar-391750

**The list showing the Documents along with their respective Annexure number to be attached with the Application form (Form No. -1)**

Ref: Circular:GGRC/MIS/REVISED PROCEDURE/18-19, 4th April 2018.

Sr. No.	<b>Revised - effective from 01.04.2018</b>					
	Name of Document	Nature of Document	Annexure No.	Action to be taken for writing Annexure No.	Requires to Upload in software	
<b>Processing Stage I (Technical Sanction)</b>						
1	Application form (Form No. - 1) - Hand written and signed by Applicant Farmer or Power holder along with photograph of Applicant farmer and Power Holder	Compulsory	<b>Base Document</b>	Supplier	Yes	
2	Application Form (Form No. 1) having Biometric of Applicant Farmer (Software Generated)	Compulsory		Supplier		
3	Duplication page generated through "Software-Duplicate Case Finder" by applying Numerical Number of Old & New Survey No.	Compulsory		Supplier		
<b>In case applicant farmer is minor</b>						
4	Consent letter - Authentic letter of guardian of minor applicant farmer (if not mentioned in 7/12) along with photo id proof	Compulsory		Supplier	Yes	
<b>Power of Attorney cases (Additional Document)</b>						
5	Copy of Power of Attorney (given by Applicant farmer) along with Photo ID proof of power holder	Compulsory	Supplier	Yes		
<b>For Regular MIS Cases</b>						
6	Aadhar card (will be considered as Photo ID Proof)	Compulsory	<b>I</b>	Supplier	Yes	
7	Affidavit (Notarised) in case Name & Signature of Applicant farmer differs	Compulsory	<b>I-A</b>	Supplier	Yes	
8	Copy of form 8 A	Compulsory	<b>II</b>	Supplier	Yes	
	Copy of form 8 A (Downloaded from ANYROR)	Compulsory	<b>II-A</b>	Supplier		
9	Copy of form 7/12.	Compulsory	<b>III</b>	Supplier	Yes	
10	Copy of form 7/12.(Downloaded from ANYROR)	Compulsory	<b>III-A</b>	Supplier		
11	Farmer's declaration letter(in prescribed format) regarding availing of benefit earlier in old and new survey no.	Compulsory - if Old Survey No. Mentioned in 7/12	<b>III-B</b>	Supplier	Yes	
12	Affidavit on Rs. 20/- Valued Non-Judicial Stamp Paper (Without notarized).	Compulsory - in case of single applicant (Small and Marginal farmer)	<b>III-C</b>	Supplier	Yes	
13	Affidavit on Rs. 20/- Valued Non-Judicial Stamp Paper(Without notarized) along with Patrak-1.	Compulsory -in case of joint land holder (Small and Marginal farmer)	<b>III-D</b>	Supplier	Yes	
14	Certificate from The Talati / Any other Revenue Authority mentioning area against each joint land holder		<b>III-E</b>	Supplier	Yes	
15	Consent letter of other Joint land holders (notarized / in presence of talati / in presence of supplier)	Compulsory - if joint land holding	<b>IV</b>	Supplier	Yes	
16	Death Certificate of Other Joint Land Holder - in case death of any joint land holder and not mentioned in land revenue document	Compulsory	<b>IV-A</b>	Supplier	Yes	
17	Form-16 issued by Revenue dept./Talati	Compulsory - If not mentioned in 7-12.	<b>V</b>	Supplier	Yes	
18	Electric Bill / self certificate of farmer for declaring HP of electric motor or Diesel engine respectively	Optional but should be declared in Application form No. 1	<b>VI</b>	Supplier	Yes	
19	Details of present passbook issued by any nationalized bank /schedule bank/co-operative bank /post office (First two page & latest transaction page)	Compulsory	<b>VII</b>	Supplier	Yes	
<b>Water sharing Cases (If applicant farmer don't have own source.)</b>						
20	Water sharing consent letter.	Compulsory - If applicant farmer don't have own source.	<b>VIII</b>	Supplier	Yes	

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21	Form-16 OR 7/12 where in Water source is mentioned.	Compulsory - If applicant farmer don't have own source.	VIII-A	Supplier	Yes
<b>SC / ST Applicant Farmer</b>					
22	True copy of Schedule Caste / Tribe certificate (SC/ST)	Compulsory - In case of schedule cast or tribal farmer	IX	Supplier	Yes
23	Recommendation letter from respective PA's of Tribal Area Sub Plan (TASP)	Compulsory In case of tribal farmer from TASP area.	X	Supplier	Yes
24	Bank loan Sanction Letter	Compulsory in case of loanee case	XI	Supplier	Yes
<b>For GUVNL MIS cases</b>					
25	GUVNL recommendation/approval letter in case of Tatkal / Dark Zone / PDC-RC	Compulsory in case of Tatkal-2013/ dark zone / PDC-RC (Reconnection cases)	XII	Supplier	Yes
26	Ghoshna Patrak	Compulsory - if SIS to DIS case(for GUVNL MIS case only)	XII-A	Supplier	Yes
27	Form No. 6 (Hakk Patrak)	If Required - if detail regarding Division of land, selling of land, name of old applicant farmer, etc. not mentioned in enclosed copy of 7/12.	XII-B	Supplier	Yes
28	Death Certificate	Compulsory - for SIS to DIS case (GUVNL MIS case only), if SIS applicant farmer is died	XII-C	Supplier	Yes
<b>MIS Design Related Document</b>					
29	Quotation Summary sheet	Compulsory	XIII	GGRC software	
30	Quotation-A,B	Compulsory	XIV	GGRC software	
31	Quotation-C, D	Compulsory	XV	GGRC software	
32	Layout Plan of MIS Design	Compulsory	XVI	GGRC software	Yes
33	GPS based field design with Latitudes - longitudes	Compulsory	XVI-A	Supplier	Yes
34	Techno Economic Report	Compulsory	XVII	Supplier	Yes
35	Soil and Water testing Report	Compulsory - in case of DIS case	XVIII	Supplier	Yes
36	Technical Sanction	Compulsory	XIX	GGRC software	
<b>Processing Stage II (TPA / FPA)</b>					
37	TPA/FPA	Compulsory	XX	Supplier	Yes
38	Farmer share finance instrument slip- DD/ Multi city Cheque/ cheque/NEFT/RTGS/Cash deposition counter foil	Compulsory	XXI	GGRC software	Yes
39	TPA / FPA approval letter	Compulsory	XXII	GGRC software	
40	Advance receipt acknowledgement	Compulsory	XXIII	GGRC software	

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41	Advance claim voucher	Compulsory	XXIV	GGRC software	
42	Bank payment advice in case of loanee farmers / 25% advance payment advise to supplier in case of non loanee.	Compulsory	XXV	GGRC software	
<b>Processing Stage III (Final Payment)</b>					
43	System Acceptance cum Subsidy claim Form (Form No.-2)	Compulsory	XXVI	GGRC software	
44	Farmer's Advance Receipt for Subsidy	Compulsory	XXVII	GGRC software	
45	Self Certificate of Supplier for installation, performance and handing over of MI system	Compulsory	XXVIII	GGRC software	
46	Delivery Note (GGRC software generated)	Compulsory	XXIX	GGRC software	
47	Undertaking by farmer regarding construction of plat form	Optional	XXX	Supplier	Yes
48	Undertaking by supplier in case of Trial run not done in GUVNL cases.	Compulsory if trial run not done in GUVNL cases.	XXXI	Supplier	Yes
49	Final Material Verification Report issued by TPIA	Compulsory	XXXII	GGRC software	Yes
50	Final Trial run report issued by TPIA	Compulsory in case of DIS case	XXXIII	GGRC software	Yes
51	<b>For SIS case</b> - Declaration letter of applicant farmer on Rs 20/- value stamp paper - If Trial run done by blood relatives of applicant farmer	Compulsory	XXXIII-A	Supplier	Yes
52	<b>For DIS/SIS case</b> - Power of attorney holder of applicant farmer - If Trial run done by other than applicant farmer	Compulsory	XXXIII-B	Supplier	Yes
53	Photographs of Installation of MIS	Compulsory in case of DIS case	XXXIV	Supplier	
54	As made map	Compulsory in case of DIS case	XXXV	Supplier	Yes
55	Final payment/ reimbursement voucher Summary (GGRC software generated)	Compulsory	XXXVI	GGRC software	
56	Final payment/ reimbursement voucher	Compulsory	XXXVII	GGRC software	
57	Fourth copy of Tax Invoice & Delivery Challan issued by supplier in favour of farmer	Compulsory	XXXVII-A	Supplier	Yes
58	Invoice for Agronomy and Installation Charge	Compulsory in case of DIS case	XXXVIII	GGRC software	
59	Supplier's Advance Receipt for final payment	Compulsory	XXXIX	GGRC software	
60	Govt. Contribution approval		XL	GGRC software	
61	Advance receipt of TPIA for TPI Charges		XLI	GGRC software	
62	Copy of cheque, payment advice to bank in case of loanee case.		XLII	GGRC software	
63	Copy of Balance payment advice with zerox copy of cheque if farmer payment is refunded		XLIII	GGRC software	
64	Copy of Insurance Policy		XLIV	GGRC	
65	Certificate of availed Agronomy Services		XLV	Supplier	
66	Agronomical Services Charge- Payment advice		XLVI	GGRC software	