



**Government of India
Department of Biotechnology
Ministry of Science & Technology**

Small Business Innovation Research Initiative (SBIRI)

Call for Proposals for financial support - 18th Batch

The Department of Biotechnology (DBT) invites proposals from Indian Companies under the SBIRI Scheme for support of early stage, pre proof-of-concept research & development of research leads towards commercialization in all fields of biotechnology. For more information visit us at <http://www.dbtindia.nic.in> or <http://www.sbiri.nic.in>.

UNIQUE FEATURES OF SBIRI

- Assists small and medium business units including new enterprises with not more than 500 employees in R&D.
- Offers Phase I funding for early stage, pre proof-of-concept innovative research.
- Provides Phase II funding towards commercialization of research leads.

WHO CAN APPLY?

Life-Sciences Industries and any other enterprises focusing on scientific innovations

ELIGIBILITY

- Can be submitted solely by an Indian Company/ ies or jointly with public partner (Universities or National Institutes).
- More than 51% of the shares of the Company are to be held by Indian Citizens.
- Industry should have DSIR* recognized in-house R&D unit or have IP related to the proposed activity.
- Joint ventures and limited partnerships would be eligible for SBIRI support where the entity created meets the above requirements.

GUIDELINES FOR APPLICATIONS

1. **ONLINE SUBMISSION:** Applicants are encouraged to submit their proposals ONLINE (website: <http://sbiri.nic.in/forms/frmAppendixA.aspx>). If online submission is chosen, no hard copy is required and the applicants will be able to track the status of their proposal during the evaluation process.
2. **HARD COPY SUBMISSION:** The prescribed format can be downloaded from the website: www.dbtindia.nic.in/docs/sbiriapplication.doc. The Applicants should submit five hard copies of the proposal duly signed + one soft copy [MS Word file and not a PDF file] through E. mail or CD to: The Managing Director, Biotech Consortium India Limited (BCIL), 5th floor, Anuvrat Bhawan, 210 Deen Dayal Upadhyaya Marg, New Delhi-110 002 (Email: sbiri.dbt@nic.in), super-scribing "CONFIDENTIAL, SBIRI PROJECT" on the document holder. *BCIL has been appointed as the SBIRI Management Agency by the Department of Biotechnology and they will ensure the confidentiality of the documents.*

For further details contact:

Dr. (Mrs.) Suchita Ninawe, Scientist 'F', Department of Biotechnology,
Ministry of Science & Technology, CGO Complex,
Block - 2, 6-8th floors, Lodi Road, New Delhi-110 003.
Email: sninawe@dbt.nic.in

Last date for submission of proposals: 31st March, 2012

Next advertisement is likely to be issued during May - June, 2012.

Note: - Industries are requested to visit our website regularly for notices on 'Road Shows' & 'SBIRI Science Meetings'.

*(The companies who are in the process of obtaining DSIR recognition or intend to do so may also apply. However final decisions on their applications will be subject to fulfillment of eligibility criteria.)

Small Business Innovation Research Initiative - SBIRI (A Public Private Partnership Scheme) Instructions for Applicants

1. Applicants should go through the **scheme** details available on the web site (<http://www.dbtindia.gov.in> or <http://dbtindia.nic.in>), before filling up the application. **Application should be made by a private industry.** Application can be made in collaboration with another private industry/ies or public partner/s.
2. Application in the prescribed **format (MS word file and not a PDF file)** should be submitted to the address as mentioned in the advertisement. 10 copies including one duly signed original copy + soft copy (CD or file through e. mail) are required. **The original copy should be labeled appropriately.**
3. Information in the application should be complete. If any column is not relevant, it should be marked as 'NOT APPLICABLE'. Incomplete application shall not be entertained and summarily rejected
4. Enclosures should be labeled properly and should be attached in the sequence with the application with separators.
5. The application along with the enclosures should be in the bound form as only one document and not in loose sheets for proper handling. The document holder should be superscribed with "CONFIDENTIAL, SBIRI PROJECT".
6. **All figures for budget should be depicted as 'Rs. in lakhs' and with only two decimal digits. This should be followed strictly to avoid typographical errors.**
7. The applicants may see the **funding structure** of the **scheme** on the web-site to fit their budgetary requirement as per the available provisions.
8. Industry should submit their application(s) seeking DSIR recognition or any other regulatory approval(s), required to undertake the proposed work, to the Ministry/ Department concerned under intimation to this Department while submitting proposal under SBIRI.
9. The Company should submit well drafted proposals. Incomplete applications are liable to be rejected.
10. Sample formats of the SBIRI agreements are available on the websites. In case the proposal goes through a complete evaluation process, the company will have to enter into an agreement with this department. Applicants are advised to go through the agreement clauses and ensure that they are acceptable. No changes are possible in the agreement format.
11. No interim enquiries shall be entertained. The decision taken by the department shall be final and would be intimated to the applicant through written communication as per the address given in **Appendix A** of the application.

PROFORMA FOR SUBMITTING THE PROPOSAL FOR SUPPORT UNDER THE SCHEME "SMALL BUSINESS INOVATION RESEARCH INITIATIVE - SBIRI"

CHECK-LIST

Appendix A	COVER SHEET	<input type="checkbox"/>
Appendix B (1)	PARTICULARS OF THE APPLICANT	<input type="checkbox"/>
Appendix B (2)	PARTICULARS OF THE COLLABORATOR (Private Company)	<input type="checkbox"/>
Appendix B (3)	PARTICULARS OF THE COLLABORATOR (Public Institution/ university)	<input type="checkbox"/>
Appendix C	PROPOSAL SUMMARY	<input type="checkbox"/>
Appendix D (1)	TECHNICAL DETAILS (Part I – Introduction)	<input type="checkbox"/>
Appendix D (2)	TECHNICAL DETAILS (Part II - Project Objectives)	<input type="checkbox"/>
Appendix D (3)	TECHNICAL DETAILS (Part III – Work Plan)	<input type="checkbox"/>
Appendix D (4)	TECHNICAL DETAILS (Part IV – Timelines)	<input type="checkbox"/>
Appendix D (5)	TECHNICAL DETAILS (Part V – Regulatory Approval and Protocols)	<input type="checkbox"/>
Appendix E (1)	BUDGET SUMMARY	<input type="checkbox"/>
Appendix E (2)	BUDGET DETAILS (For Each Private Company – Applicant and Collaborators)	<input type="checkbox"/>
Appendix E (3)	BUDGET DETAILS (For Each Public Institution/ universities)	<input type="checkbox"/>
Appendix F (1)	EQUIPMENT DETAILS – Justification	<input type="checkbox"/>
Appendix F (2)	MANPOWER DETAILS – Justification	<input type="checkbox"/>
Appendix F (3)	CONSUMABLE DETAILS – Justification	<input type="checkbox"/>
Appendix F (4)	DETAILS ON OTHER RECURRING HEADS – Justification	<input type="checkbox"/>
Appendix G	DETAILS ON WORK TO BE OUTSOURCED	<input type="checkbox"/>
Appendix H	OTHER FINANCIAL DETAILS	<input type="checkbox"/>
Appendix I	DECLARATION	<input type="checkbox"/>
Appendix J	BIOGRAPHICAL SKETCH	<input type="checkbox"/>
Enclosures	(To be specified and numbered)	<input type="checkbox"/>

Appendix A

Proposal submitted to Department of Biotechnology
 "SMALL BUSINESS INOVATION RESEARCH INITIATIVE - SBIRI"

COVER SHEET

Title :

Subject/Area: (please mark only one) Health and related areas /
 Agriculture and allied areas / Industrial products and processes /
 Environmental biotechnology / Instrumentation and devices / Food
 Biotechnology/ Bioinformatics/others, please specify

Submitted By:**Name of the Contact Person:****Name of the Company:****Full postal address :****Pin Code :****State :**

Category of the Proposal
 (Please refer the details given in the Scheme)

A. Category of the Proposal: Whether the proposal submitted is of the following categories:-

- (i) Submitted for the first time/ A new proposal
- (ii) Improved version of the earlier rejected proposal
- (iii) Formulated based on a project supported earlier under SBIRI

B. Phase I Phase II

C. Proposal submitted solely by in-house R&D unit of industrial firm

Jointly* by Industry and Public Institution/ University

Collaborative* project of two or more industries

collaborative project of two or more industries jointly with institution(s)

{* Collaboration should be indicated only if the partner(s) will be involved in the proposed work during the project duration. If collaboration is limited to technology transfer, it should be indicated under '**Technical Details**' appropriately [Appendix D (1), Serial No. 5]}

Appendix B (1)	
PARTICULARS OF THE APPLICANT	
Contact details of the Company (Applicant): (Name, Address, Phone, Mobile Number, Fax, e-mail, etc.)	Year of establishment:----- Company's Activities: Manufacturing : ----- Trading / Import & Marketing : ----- R&D activity : -----
CERTIFICATION	
YES No <input type="checkbox"/> <input type="checkbox"/> 1. Company is a Small Business Unit as defined under the scheme If yes, specify number of Employees (only in R&D) ----- <input type="checkbox"/> <input type="checkbox"/> 2. Company has valid R&D recognition by DSIR <input type="checkbox"/> <input type="checkbox"/> 3. Public Limited / Private Limited / Closely held (Strike out irrelevant) <input type="checkbox"/> <input type="checkbox"/> 4. The company should have atleast 51% shares held by the Indian promoters, family and friends and the general public. <input type="checkbox"/> <input type="checkbox"/> 5. Whether applied earlier under this Scheme - SBIRI <input type="checkbox"/> <input type="checkbox"/> 6. Patent rights related to the proposed work	
ENCLOSURES (label and numbered all the enclosures and attach with the application in sequence): 1. The copy of Registration Certificate (Enclosure No.....) 2. Certificate of R&D recognition by DSIR with date of issue/expiry. Enclose a copy of the application submitted to DSIR if DSIR recognition is not yet obtained (Enclosure No.....) 3. Names of Patent holder(s) and claims related to the IPR owned (developed or acquired) which is proposed to be exploited under the project. (In case of software related projects, appropriate rights like copyrights will be acceptable) (Enclosure No.....) 4. Annual Report of the Company for the previous financial year (Enclosure No.....) 5. Promoter's background (including association with other companies and contribution in those companies) (Enclosure No.....) 6. Details of loans outstanding against the applicant. It is to be clearly stated if the company is a defaulter in repayment of any of the loans/ interests as per the agreed schedule. (Enclosure No.....)	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

Appendix B (2)**PARTICULARS OF THE COLLABORATOR (Private Company)**

(Use separate sheet for each company)

Contact details of the Company (Collaborator): (Name, Address, Phone, Mobile Number , Fax, e-mail, etc.)

Year of establishment:-----

Company's Activities:

Manufacturing : -----

Trading / Import & Marketing : -----

R&D activity : -----

CERTIFICATION

YES No

1. Company is a Small Business Unit as defined under the scheme

If yes, specify number of Employees (**only in R&D**) -----

2. Company has valid R&D recognition by DSIR

3. Public Limited / Private Limited / Closely held (Strike out irrelevant)

4. The company's shares are held to the extent of 51% by the Indian promoters, family and friends and the general public.

5. Whether applied earlier under this Scheme - SBIRI

6. Patent rights related to the proposed work

ENCLOSURES (label and numbered all the enclosures and attach with the application in sequence):

1. The copy of Registration Certificate (**Enclosure No.....**)
2. Certificate of R&D recognition by DSIR with date of issue/expiry. Enclose a copy of the application submitted to DSIR if DSIR recognition is not yet obtained (**Enclosure No.....**)
3. Names of Patent holder(s) and claims related to the IPR owned (developed or acquired) which is proposed to be exploited under the project. (In case of software related projects, appropriate rights like copyrights will be acceptable) (**Enclosure No.....**)
4. Annual Report of the Company for the previous financial year (**Enclosure No.....**)
5. Promoter's background (including association with other companies and contribution in those companies) (**Enclosure No.....**)
6. Details of loans outstanding against the company. It is to be clearly stated if the company is a defaulter in repayment of any of the loans/ interests as per the agreed schedule. (**Enclosure No.....**)

Appendix B (3)

PARTICULARS OF THE COLLABORATOR (Public Institution/ university)
(Use separate sheet for each institution/university)

Contact details of the Institution (Collaborator): (Name, Address, Phone, Mobile Number, Fax, e-mail, etc.)

Status of the public institution:

Appendix C**PROPOSAL SUMMARY**

CONTACT DETAILS OF THE PROJECT COORDINATOR who will handle the project

Name and address :	Telephone (O) :
	Telephone (R) :
	Mobile No. :
	Fax :
	E-mail :

PROJECT TITLE :

DURATION	Years <input type="text"/>	Months <input type="text"/>
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TOTAL COST (Rs. in lakhs) (including proposed contribution by the company and proposed support under SBIRI to the company & collaborations, if any.)	Rs. ----- lakhs IN WORDS : Rs. -----
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PROJECT IMPLEMENTATION SITE(S): (Give **complete address** and indicate whether owned by the company or it is a leased facility) – In case, site visit is to be done by this department, the team will visit this/these place(s). In case of collaborative projects with public partner, implementation site(s) of the company and the institution should be clearly indicated.

KEY INVESTIGATOR(S) who will work in the project

Name(s)	Position Title(s)	Organization(s)

ABSTRACT or RESEARCH PLAN : State the proposal's long-term objectives and specific aims. Describe concisely the research design and method for achieving these goals, and discuss the potential of the research for technological innovation. Summarize the results that are expected. Avoid summaries of past accomplishments. **This abstract is meant to serve as a succinct and accurate description of the proposed work when separated from the application. (DO NOT EXCEED 500 WORDS)**

[Empty box for proposal content]

GIST OF THE PROPOSAL (DO NOT EXCEED 100 WORDS) If the proposal is funded, this description, as is, will become public information. **Therefore, do not include proprietary/confidential information under this column.**

[Empty box for proposal gist]

KEY WORDS (5 maximum) to identify the research or technology :
ANTICIPATED OUTCOME/ DELIVERABLES of the project (DO NOT EXCEED 50 WORDS)

Appendix D (1)	
TECHNICAL DETAILS	
Part I - Introduction	
1.	Significance and impact/value of the proposal (DO NOT EXCEED 50 WORDS)
2	(a) Rationale of the study supported by cited literature (DO NOT EXCEED 50 WORDS) (b) Hypothesis (DO NOT EXCEED 50 WORDS) (c) Key questions. (Not more than 5, in bulleted form)
3.	Current status of research and development in the subject (both international and national status) (DO NOT EXCEED 200 WORDS)
4.	The relevance and expected outcome of the proposed study. Also brief the possibility of developing new IPR, societal relevance from this project. (DO NOT EXCEED 100 WORDS)

<p>5. Preliminary work done so far (In case of Phase I proposals, indicate the innovativeness of the proposed work while for Phase II proposals, give brief about the proof-of-concept already established for the proposed project and market feasibility of the proposed product) (DO NOT EXCEED 250 WORDS)</p>
<p>6. Leadership perspective (Briefly describe the national as well as global positioning of the technology and resultant leadership position and economic benefits to the country, in case of Phase II proposal). (DO NOT EXCEED 50 WORDS)</p>
<p>7. Viability analysis</p>

TECHNICAL DETAILS**Part II - Project Objectives**

Note: The objectives should be very clear and focused. There should not be more than 4 objectives. In case of collaborative project, the objective for each partner should be clearly spelt out.

Objective 1 (in bulleted form) :
(Only one or two sentences)

Method(s) to be followed (**DO NOT EXCEED 30 WORDS**) :

Variable indicators of progress (**DO NOT EXCEED 30 WORDS**) :

Objective 2 (in bulleted form) :
(Only one or two sentences)

Method(s) to be followed (**DO NOT EXCEED 30 WORDS**) :

Variable indicators of progress (**DO NOT EXCEED 30 WORDS**) :

Objective 3 (in bulleted form) :
(Only one or two sentences)

Method(s) to be followed (**DO NOT EXCEED 30 WORDS**) :

Variable indicators of progress (**DO NOT EXCEED 30 WORDS**) :

Objective 4 (in bulleted form) :
(Only one or two sentences)

Method(s) to be followed (**DO NOT EXCEED 30 WORDS**) :

Variable indicators of progress (**DO NOT EXCEED 30 WORDS**) :

TECHNICAL DETAILS**Part III – Work Plan**

Note: This section can be divided according to the specific aims and under each specific aim; the other information should be stated clearly as sub headings. Use separate sheet for giving details of work plan for each specific aim.

IF THE PROPOSAL INVOLVES CLINICAL TRIALS/ FIELD TRIALS, PROPOSED PROTOCOL SHOULD BE ATTACHED WITH THE APPLICATION.

Specific aim 1:

Work plan (methodology/experimental design to accomplish the stated aim)

Connectivity of the participating institutions and investigators (in case of collaborating / multi- institutional projects only)

Alternate strategies (if the proposed experimental design or method does not work what is the alternate strategy)

Appendix D (4/a)		
TECHNICAL DETAILS		
Part IV – Timelines/ Minimum Work Programme/ Milestones for Quantifiable Outputs		
Period of study	Achievable targets (Physical and Technical)	Required financial input (Rs. in lakhs) *
6 Months		
12 Months		
15 Months		
18 Months		
21 Months		
24 Months		
27 Months		
30 Months		
33 Months		
36 Months		
Total		

* The proposed total cost of the project (including contribution by the Company/Companies) may be taken into consideration while proposing above break-up. The total of this amount should match with the proposed total cost of the project.

In case of collaborative proposal, the scope of work and responsibilities of each participating establishment in the project should be clearly highlighted

Appendix D (4/b)
TECHNICAL DETAILS
Quarterly Timelines/ Minimum Work Programme/ Milestones for Quantifiable Outputs
SCHEMATIC DIAGRAM OR BAR CHART

Appendix D (5)		
Regulatory Approvals and Protocols		
A. Regulatory Approvals:		
S. No.	Regulatory Approvals	Status – Approvals obtained/ Approvals in process/ Applications yet to be submitted to the concerned authorities
1.		
2.		
3.		
4.		
5.		
B. Protocols:		
Protocol in the prescribed format required by the concerned agency for giving approvals		

Please note that all the amount indicated in Appendix E (1) should be in Rs. in lakhs

Appendix E (1)

BUDGET SUMMARY (Rs. in lakhs)

A. Name of the Company (Applicant)	Budget Head	Contribution by the Company	Support under SBIRI		Total
			Grants-in-aid	Loan	
	Non-recurring				
	Recurring				
Total A					

B. Name of the Company (Collaborators)	Budget Head	Contribution by the Company	Support under SBIRI		Total
			Grants-in-aid	Loan	
1.	Non-recurring				
	Recurring				
2.	Non-recurring				
	Recurring				
Total B					

C. Name of the Institutions	Budget Head	Support under SBIRI Grants-in-aid	Total
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1.	Non-recurring		
	Recurring		
2.	Non-recurring		
	Recurring		
Total C			

Rs. in lakhs

Total contribution by Company / companies:

Total proposed support under SBIRI

Grants –in-aid

Loan :

Total cost of the project :

Total cost of the project (In words) : Rs.

Note: Table B & C may be deleted in case of single industry proposals.

The evaluation process may take minimum of seven months. The company should propose the budget keeping the evaluation time in view. The proposed contribution of a company will be an investment by a company during project duration and not the amount already invested before approval of the project by this department.

BUDGET DETAILS (Rs. in lakhs)

To Be Submitted For Private Company (Applicant and collaborators) (Use separate sheet for each company)

Name of the Company											
S. No.	Item	Ist year			IInd year			IIIrd year			Total
		Contribution by the Company	Support under SBIRI		Contribution by the Company	Support under SBIRI		Contribution by the Company	Support under SBIRI		
			Grants-in aid	Loan		Grants-in aid	Loan		Grants-in aid	Loan	
I	Non Recurring										
1.	Equipment										
2.	Accessories										
	Total - I										
II.	Recurring										
1.	Manpower										
2.	Consumables										
3.	Travel										
4.	Contingency										
5.	Overhead										
	Total - II										
	Total - I + II										

Appendix E (3)

BUDGET DETAILS (Rs. in lakhs)

To Be Submitted For Public Institution (Use separate sheet for each institution).

Name of the Institution :

S.No.	Item	Ist year	IInd year	IIIrd year	Total
I.	Non -Recurring				
1.	Equipment				
2.	Accessories				
	Total – I				
II.	Recurring				
1.	Manpower				
2.	Consumables				
3.	Travel				
4.	Contingency				
5.	Overhead				
	Total – II				
	Total – I + II				

Appendix F (1)

EQUIPMENT DETAILS - Justification

A) Infrastructure and Equipment already available with Company (and collaborators, if any) which will be utilized for this project

Sl. No.	Infrastructure/ equipment (with company)	Infrastructure/ equipment (with institute)
---------	--	--

				(Specify hours per day)		

B) Manpower (scientific and technical) already available with institute who will work in this project

Name	Position	Qualification	Age	Full time/Part time (Specify hours per day)	Experience	Work to be attempted in the project

C) Manpower (scientific and technical) proposed through company's contribution who will work in this project

Position	No of Positions	Expected Qualification & Experience	Age limit, if any	Full time/Part time (Specify hours per day)	Work to be attempted in the project	Proposed salary per month		
						1 st Year	2 nd Year	3 rd Year

D) Manpower (scientific and technical) proposed through Government's contribution who will work in this project (IN COMPANY)

Position	No of Positions	Expected Qualification & Experience	Age limit, if any	Full time/Part time (Specify hours per day)	Work to be attempted in the project	Proposed salary per month		
						1 st Year	2 nd Year	3 rd Year

E) Manpower (scientific and technical) <u>proposed through Government's contribution</u> who will work in this project (IN INSTITUTE)								
Position	No of Positions	Expected Qualification & Experience	Age limit, if any	Full time/Part time (Specify hours per day)	Work to be attempted in the project	Proposed salary per month		

* If manpower requirement or their salaries are different for each year of the project, then it is to be given separately for each year. Additional columns may be added for furnishing these details. **The amount proposed in budget details on manpower should be calculated based on the proposed salary as detailed above.** This amount should match with the amount proposed under budget details under Non-recurring Head at Appendix E (2) & Appendix E (3).

DETAILS ON OTHER RECURRING HEADS - Justification

Travel : [Total amount (i.e. for applicant and other collaborators, if any) proposed in the project under this head is Rs. ----- lakhs]

Justification:

Contingency : [Total amount (i.e. for applicant and other collaborators, if any) proposed in the project under this head is Rs. ----- lakhs]

Justification:

Overhead : [Total amount (i.e. for applicant and other collaborators, if any) proposed in the project under this head is Rs. ----- lakhs]

Justification:

DETAILS ON WORK TO BE OUTSOURCED, if any in the project

Proposed work to be outsourced	Name of the institution/organization to whom the company will approach for this job	Whether the company has already tied up with this institution/ organization	Estimated cost involved (Rs. in Lakhs)
Total			

% cost (of the total cost of the project) involved towards the outsourcing the work in the project : %

Appendix H

OTHER FINANCIAL DETAILS

(The following information should be given very clearly)

1. Expected source for the **proposed contribution** of the Company/ Companies **during project duration as indicated in Appendix E (1).**
2. **Details of the investments made by the Company/ Companies in the project so far (excluding the amount as indicated at No. 3 below), if any.**
3. **Funding received so far/ approved by any of the Government Agencies for the work done so far related to this project or for the present proposed work (Give details like project title, funding agency, amount received/ approved, and status of the project). If any of such proposal is under consideration by other funding agency, give details thereof.**
4. **Funding received so far/ approved by any of the Government Agencies to the Company/ Companies to carry out any other activity (exclude the information given at No. 2 above) (Give details like project title, amount received/ approved, funding agency and status of the project)**

Appendix I

DECLARATION

We, the undersigned, participating in the project entitled "....." certify that the particulars submitted in the application are true and correct. We have read the guidelines, terms and conditions governing the scheme and undertake to abide by them. We would do our utmost to support and to ensure effective participation of scientists from respective organizations towards the goal oriented, time bound,

progress of the said project. The financial assistance, if provided, shall be put to the declared use. We certify that

- a) the research work proposed in the scheme/project does not in any way duplicate the work already done or being carried out elsewhere on the subject.
- b) the same project proposal has not been submitted to any other agency for financial support. / the same project proposal has been submitted to ...(Name of the Agency)..... for financial support. (Give status of your application, if submitted to the other agency)
- c) the emoluments for the manpower proposed are those admissible to persons of corresponding status employed in the institute/university or as per the Ministry of Science & Technology guidelines – Applicable only for Public Partner/s.
- d) necessary provision for the scheme/project will be made in the Company/Institute/University budget in anticipation of the sanction of the scheme/project.
- e) Wherever applicable, national guidelines such as Ethical Guidelines of ICMR, GM Product Guidelines of Govt. of India should be strictly followed
- f) if the project involves the utilisation of genetically engineered organisms, we agree to submit an application through our Institutional Biosafety Committee. We also declare that while conducting experiments, the Biosafety Guidelines of the Department of Biotechnology would be followed in toto.
- g) if the project involves field trials/experiments/exchange of specimens, etc. we will ensure that ethical clearances would be taken from concerned ethical Committees/Competent authorities and the same would be conveyed to the Department of Biotechnology before implementing the project.
- h) the company/institution agrees that the equipment, other basic facilities and such other administrative facilities as per terms and conditions of the grant will be extended to investigator(s) throughout the duration of the project.
- i) the company/institution assumes to undertake the financial and other management responsibilities of the project.
- j) the company/institution agrees that the agreement, as per norms of the scheme, shall be executed with the department towards implementation of the project

Signatories Company/Companies/ Institution(s) (Name, Designation, Signature & Seal)

Project Coordinator :

Key Investigator(s) :

Forwarding authorities of the company/companies/ institution(s)

Appendix J

BIOGRAPHICAL SKETCH**To be submitted separately for the Project Coordinator and each Key Investigator**

Name :

Designation :

Name of the Company or Department/Institute/University :

Date of Birth :

Sex (M/F) :

Education (Graduation onwards)

SI No.	Institution	Degree Awarded	Year	Field of Study

Professional Career (Starting with the most recent employment)

SI No.	Institution	Position	From (Date)	To (Date)

Honors/ Awards

- 1.
- 2.
- 3.
- 4.

Professional Experience relevant to the Project (DO NOT EXCEED 150 WORDS)**Ongoing Research Projects**

SI No.	Title of Project	Source of Funds	Amount	Duration (from – to --)

Completed Research Projects (State only major projects of last 3 year)

SI No.	Title of Project	Source of Funds	Amount	Duration (from – to --)

It is certified that the above particulars submitted are true and correct.

Place:

Date :

Signature :

Guidelines On Emoluments For Research Personnel Participating In R&D Projects/Programmes Of The Central Government Departments/Agencies. (Effective From 1.04.2007)

A.20020/11/97-IFD
Government of India

Ministry of Science & Technology
Department of Science & Technology

Technology Bhavan
New Mehrauli Road,
New Delhi – 110016

Dated the August 6, 2007

OFFICE MEMORANDAM

Subject : Revised guidelines on emoluments and other conditions of service for research personnel and benefits to Host Institutions in R&D programmes of the Central Government Departments/Agencies.

Attention is invited of to the O.M. No. A.20020/11/97-IFD dated 02.08.2002, issued by the Department of Science & Technology, Government of India, on the above subject. The matter has been further considered by the Government and the following revised guidelines have been approved. These revised guidelines are applicable to the research personal working on R&D programmes funded by the Central Government Departments/Agencies.

Monthly Emoluments:

i) **Junior Research Fellow (JRF)/ Senior Research Fellows (SRF)**

		1 st and 2 nd Year	Subsequent years
A	Junior Research Fellow: Graduate degree in engineering disciplines & post-graduate degree in science disciplines	Rs. 12,000/- (Existing Rs.8,000/-)	Rs. 14,000/- (Existing Rs.9,000/-)
B	Senior Research Fellow: Graduate degree in engineering disciplines & post-graduate degree in science disciplines	Rs. 14, 000/- (Existing Rs.9,000/-)	Rs. 14,000/ (Existing Rs.9,000/-)
C	Junior Research Fellow (Professional): In medical and engineering subjects MBBS/BDS/MVSc/M.Pharma. ME, M.Tech; and BE/B.Tech, BVSc, B.Pharma or equivalent with 2 years experience	Rs.14,000/- (Existing Rs.9500/-)	Rs.15,000/- (Existing Rs.10,000/-)
D	Senior Research Fellow (Professional): In medical and engineering subjects MBBS/BDS/MVSc/M.Pharma. ME, M.Tech; and BE/B.Tech, BVSc, B.Pharma or equivalent with 2 years experience	Rs.15,000/- (Existing Rs.10,000/-)	Rs.15,000/- (Existing Rs.10,000/-)

The local institution should review after two years whether JRF/SRF should continue for the third year. Similarly, at the end of the third year the local institution should review his case whether extension for another year should be given.

ii) **Research Associates:**

Research Associates may be fixed at a consolidated amount at one of the 3 pay levels given below, depending upon the qualifications and experience. The Institute / Organization concerned may decide the level in which a particular associate should be placed.

Essential Qualifications (EQ)

In Science, Medical and Engineering subjects (PhD/MD/MDS and MVSc/MPharm/ME/MTech with 3 years research/teaching/Design and development experience.

Category

Sl. No		Existing Fellowship	Revised Fellowship
i	Research Associate -I	Rs. 11,000/-	Rs. 16,000/-
ii	Research Associate-II	Rs. 11,500/-	Rs.17,000/-
iii	Research Associate-III	Rs. 12,000/-	Rs.18,000/-

iii) **Research Scientists:**

The existing scales as under will continue.

Sl. No	Scales
1.	Rs. 8000-275-13500
2.	Rs. 10000-325-15200
3.	Rs. 12000-375-16500
4.	Other scales below Rs. 8000-13500 as recommended by the 5 th Pay Commission and approved by the Central Government

2. **Date of Effect:** The revision in emoluments under these orders will be applicable w.e.f. 1.4.2007 for all categories of JRF/SRF and Research Associates. In the case of Research Scientists, the existing scales will continue, till further orders.

3. The other conditions of service for research personnel and benefits to Host institutions in R&D programmes would continue to remain the same as given in the OM of even number dated august 2, 2002 issued by this department.

4. Central Government Departments / Agencies are requested to ensure that the above guidelines are followed in regard to the remuneration and other benefits to the research personnel engaged in R&D projects funded by them. They are also requested to circulate these orders to their attached and subordinate offices and also to the autonomous institutes funded by them.

5. The above may be used as guidelines by CSIR etc.

Sd/-
(S. C. Chawla)
Director (Finance)

ACKNOWLEDGEMENT

Note: The format will be filled in by the applicant and submitted (**ONLY ONE COPY**) along with self addressed envelop so that the receipt of the proposal could be acknowledged immediately.

From

The Executive Director
Biotech Consortium India Limited
(SBIRI Management Agency)
5th floor Anuvrat Bhawan
210 Deen Dayal Upadhyaya Marg
New Delhi-110 002

To

(Write the full postal address including PIN code of the applicant)

Sir,

Subject: **(Indicate the title of the project as given in the application)**

This is to acknowledge receipt of your above mentioned application (10 copies) submitted for support under the scheme 'Small Business Innovation & Research Initiative' of Department of Biotechnology. A soft copy of the application has also been received / A soft copy of the application is yet to be received. You are requested to send the same immediately.

*Your proposal has been received on ----- and reference number for your proposal is -----
----- . This reference number may be quoted while making any communication regarding this proposal hereinafter.

(* To be filled up by SBIRI Management Agency)

Yours Faithfully

(Authorized Signatory)