

## **Eligibility Criteria**

### **Criteria for Selection of Institutions**

- Technical Institution (Engineering colleges, Degree granting R&D Institutes, Universities) either Govt. owned or recognized by AICTE/UGC.
- Institution and concerned Department to have a prior and proven track record of research work, extra mural funding, R&D consultancy and working with industries in the desired domain: Preference to be given to such Institutes having track record of reaching out to MSMEs.
- The Institution should preferably be of more than 10 years old with concerned Department (to which faculty and students belong) not less than 7 years old.
- Premier Academic Institutions with proven track record of working with industry(s).

## **General Terms of Reference (TORs) for the Study**

1. Preliminary Background Information of the Cluster
  - (i) Existing Technology:
  - (ii) Number of industry involved & type of variety of product produced:
  - (iii) Educational Qualification of people involved:
  - (iv) Turnover:
  - (v) Progressive/Potential entrepreneurs:
2. Technology Status, in terms of
  - (i) Energy:
  - (ii) Environment:
  - (iii) Productivity:
3. Projected Market for the cluster (Experts/ market people need to be associated to integrate the perspective of markets in the study).
4. Technology Gap Analysis (All the technologies suggested/ recommended should be given in terms of investment required, likely returns and pay back period).
5. Detailed technology suppliers/ developers. Development cost and time frame.
6. Recommendations & Action Plan for making focused Technological Interventions in the cluster.
7. Suggestions for constituting mechanism/model and methodology to be followed for reaching out to the cluster by the Knowledge Partner (Academia/Technical Institutes/ Institute/R&D Center) for effective implementation of the Program activities.
8. Policy Inputs

***Note: It is to be noted that the draft findings, recommendations and action plan of the study (draft report) will be finalized through a Validation Workshop to be organized by the study proponent in the respective MSME Cluster along with therepresentative Industry Association/Cluster Industries.***

# PROPOSAL FORMAT

## Technology Gap Analysis Study

1. **Title:**
2. **Objectives:**
3. **Terms of Reference of the Study:**
4. **Detailed Scope of the Study:**
5. **Target MSME Cluster:**
  - 5.1 Brief Cluster Information
    - Location
    - Number of Micro, Small and Medium Enterprises
    - Turnover and Exports from the Cluster
    - Major Products
    - Employment Status
    - Technology Used in the Cluster
6. **Technical Issues, Problems and Challenges in the Cluster:**
7. **Need for Conducting the Study:**
8. **Proposed Methodology for Carrying Out the Study in the Cluster:**
9. **Time Schedule and Activity Chart:**
10. **Technical Infrastructure Available with the Institute** *(Towards Fulfilling Study Objectives and In line with the MSME Cluster Domain Technology Area)*
11. **Bio-data (PIs, Co-PIs, Consultants etc to be involved in the study with area of expertise):**
12. **Budgetary Support Required:**

S/No .	Components	Cost (All costs in Rupees.)
1.	<b>Manpower Cost (i.e. PIs and Co – PIs, consultants etc)</b>	
2.	<b>Travel Cost</b>	
3.	<b>Awareness Camp / Sensitization Workshop</b>	
4.	<b>Validation Workshop</b>	
5.	<b>Institute Overhead</b>	
6.	<b>Miscellaneous and Contingency (stationery, typing, phone/fax, printing, binding etc)</b>	
	<b>Total</b>	

13. **Any other information:**

**14.Declaration:**

It is hereby declared that all the information as provided above is true and to the best of my knowledge.

**(Authorized Signatory of Academia, R&D /Technical Institution)**

**Date:**

**Seal:**

**Endorsement by MSME Cluster Industry Association**

We, the -----(Industry Association) have read the study proposal titled “-----” to be submitted to TIFAC by -----(Name of Academia/R&D, Technical Institute) and we fully endorse the study proposal and are ready to cooperate and provide our best possible help and support towards successfully carrying out the study and follow up actions, if any.

**Authorized Signatory of the Industry Association**

**Date:**

**Seal:**

### ***Terms and Conditions***

1. The study proposal need to be endorsed by the respective Industry Association of the MSME Cluster selected.
2. Proposals will be accepted received on or before 30 days since the date of publication of the advertisement in the newspapers. Proposal may also be sent through email to : registrar@tifac.org.in.
3. Incomplete proposals or proposals not in prescribed format will be summarily rejected.
4. Mere submission of proposal does not entitle any support from TIFAC. The decision of TIFAC in this regard will be final.