Check list for applying Customs/Excise Duty Exemption Certificate

1. Name of the Department / Affiliated College :

2. Copy of Affiliation for P.G. and Research Programme :

3. Name of the Equipment/s :
   1. 
   2. 
   3. 
   4. 

4. Cost of the Equipments (indicate with the name of the currency) :

5. Copy of the Authorisation Letter from the Foreign Firm (Enclosed) (if the Purchase Order placed with the Foreign firm through Indian firm) :
   Yes / No

6. Name of the Funding Agency :
   Govt. Funds/Management Funds - Details furnished
   YES/NO

7. Whether Individual sanction for the said item has been obtained from the Competent Authority :
   Copy enclosed - YES/NO
   YES/NO

8. Certificate sought for :
   Customs duty/Excise duty

9. Whether Application “Part A” enclosed :
   YES ☐  NO ☐

10. Application “Part B” enclosed (Applicable only for Affiliated Colleges) :
    YES ☐  NO ☐
11. Whether Copy of the quotation enclosed:  YES  NO

12. Whether Copy of the Purchase order enclosed:  YES  NO

13. Whether Minutes of the Research Advisory Council enclosed :  YES  NO

14. Whether Principal is one of the members of the Research Advisory Council:  YES  NO

15. Whether Brief Note on the usage of the Equipment for Research purpose enclosed:  YES  NO

16. Whether Project Report enclosed:  YES  NO
APPLICATION TO BE SUBMITTED BY COLLEGES TO THE UNIVERSITY TO WHICH THEY ARE AFFILIATED. FOR ESSENTIALITY CERTIFICATE FOR CLAIMING CUSTOMS DUTY EXEMPTION ON EQUIPMENT / SPARE PARTS / ACCESSORIES, CONSUMABLES IMPORTED FOR RESEARCH PURPOSES IN TERMS OF GOVERNMENT NOTIFICATION NO.51/96 – CUSTOMS DATED 23 JULY 1996 AS AMENDED FROM TIME TO TIME.

Application No. Date:

**PART ‘A’**

1. a. Name of the college with complete address :

   b. Is the college affiliated to the University, :
      If yes, enclose copy of the letter.

   c. Is the college recognized as Ph.D level :
      Research Centre in sciences or for PG level Courses in Engineering, Computer sciences (If yes, give details).

2. Brief description of the items along with details of accessories, spare parts, consumables etc. being imported. Enclose duly authenticated copy of proforma invoice and technical data sheets / catalogues / leaflets.

3. Details of approval of the project by the college :
   a. Research project carried out in the college :
   b. Date of screening by college’s own academic / research council and university :
   c. Date of sanction by competent authority :
   d. Total assistance sanctioned :
   e. Approval expenditure on equipment, accessories, spare parts and consumables :

4. a. Scientific Research subjects dealt with in key words:

   To promote dynamic testing of industrial structures which is essential for the successful completion of the ongoing Government & industrial based research projects.

*Note: Those who are applying Customs Duty Exemption Certificate this should be the 1st page*
APPLICATION TO BE SUBMITTED BY COLLEGES TO THE UNIVERSITY TO WHICH THEY ARE AFFILIATED. FOR ESSENTIALITY CERTIFICATE FOR CLAIMING CENTRAL EXCISE DUTY EXEMPTION ON EQUIPMENT / SPARE PARTS /ACCESSORIES, CONSUMABLES IMPORTED FOR RESEARCH PURPOSES IN TERMS OF GOVERNMENT NOTIFICATION NO.10/97 - CENTRAL EXCISE DATED 1 MARCH 1997 AS AMENDED FROM TIME TO TIME.

Application No. Date:

PART ‘A’

1. a. Name of the college with complete address :

b. Is the college affiliated to the University, : If yes, enclose copy of the letter.

c. Is the college recognized as Ph.D level : Research Centre in sciences or for PG level Courses in Engineering, Computer sciences (If yes, give details).

2. Brief description of the items along with details of accessories, spare parts, consumables etc. being imported. Enclose duly authenticated copy of proforma invoice and technical data sheets / catalogues / leaflets.

3. Details of approval of the project by the college :

a. Research project carried out in the college :

b. Date of screening by college’s own academic / research council and university. :

c. Date of sanction by competent authority :

d. Total assistance sanctioned :

e. Approval expenditure on equipment, accessories, spare parts and consumables. :

4. a. Scientific Research subjects dealt with in key words:

To promote dynamic testing of industrial structures which is essential for the successful completion of the ongoing Government & industrial based research projects.

Note: Those who are applying Excise Duty Exemption Certificate this should be the 1st page
(Attach separate sheets giving brief details of the scope & duration of the programme and the expected benefits).

b. Also state if the project is approved by the Research Advisory Committee of the college along with details thereof:

c. End use of the items in understanding the research work, to establish relevance and essentiality of the item to the project.

The results of the research work carried using the above equipments will be useful for safe design of blast proof fireworks industrial structures.

The objective of the project is to carry out research for R & D purpose and for educational purpose only.

d. Total value of cumulative imports for the project so far:

5. Whether the project has been reviewed by the Research Advisory Council. If so, date on which it was reviewed. (Submit an extract of the minutes of the meeting of the council).

6. Name & complete address of the manufacturer / supplier and details of the purchase order placed.

Supplier:

Details of purchase:

7. a. Cost of the items : Rs.

b. Probable date of receipt of items at the airport / port of entry :

Certified that the import of the equipment / accessories / spare parts / consumables as stated in clause 2 above is essential for the research programme concerned and that they will be used for such purpose only.

Signature of Principal
PROFORMA FOR RESEARCH PROJECT

1. Title of the Project : 

2. Introduction & Scope : 
(50 words)

3. Objectives (in point form (50 words)) : 

4. Status of the Field (both National & International (200 words)) : 

5. Duration of the Project and Time Frame : 

6. Budget Allocation : 

7. Funding Agency : 

8. List of Relevant Publications (if any) : 

Signature of Principal
PART ‘B’

Name of the University : Anna University
Address : Chennai 600 025, Tamil Nadu.
Name of the Registrari/c : Dr. S. Ganesan
Date : 2013

Certified that:

a. The University is registered with Department of Scientific & Industrial Research (DSIR) in terms of Government notifications No. 51/96 – Customs, dt. 23.07.1996 (Copy of the certificate is enclosed herewith)

b. The College is an affiliated college of this University.

c. The import of the equipment/accessories/spare parts/consumables as stated in clause 2 above is essential for the research programme concerned and that they will be used for such purpose only.

<table>
<thead>
<tr>
<th>Name of the Item</th>
<th>Quantity</th>
<th>Amount</th>
</tr>
</thead>
</table>

Signature of the Principal