

**APPLICATION FORM FOR ALLOTMENT OF QUOTA OF NARCOTIC DRUGS FOR THE CALENDAR YEAR 2021
UNDER PROVISIO TO RULE 54 of NDPS RULES, 1985 (IMPORT BY THE NOTIFIED MANUFACTURERS FOR
THE PURPOSE OF MANUFACTURE OF PRODUCTS FOR EXPORTS)**

NOTE: All the Columns are to be filled mandatorily with appropriate response. Inappropriate / No-response will cause delay in processing of application. All the documents listed below are to be submitted invariably along with the application.

I. Details of the Applicant / Company:-

(a)	Name & address (with pin code) of the company Tel No., Fax No.							
(b)	The name and address of jurisdictional/ Commissionerate, Division & Range of GST							
(c)	The name of the place and the address on which the factory is situated / where the Narcotic drug is intended to be used along with Pin Code							
(d)	The PAN number							
(e)	Details of allotment, lifting & consumption under Rule 54 of the NDPS Rules, 1985 in the Year 2017, 2018, 2019 and 2020 (in kg.)	Year	Opening Balance	Qty. allotted	Qty. lifted	Qty. consumed	Qty. Exported	Closing balance
		2017						
		2018						
		2019						
		2020						

II. Details of Narcotics Drugs and its procurement:-

(a)	Name of the Narcotic Drug required	
(b)	Quantity of drug required for 2021	
(c)	Sources of procurement of Drug (Name and address of the supplier)	

III. Details of quota allotted and its utilization during 2020:-

(a)	Total quantity allocated	
(b)	Opening balance as on 1.1.2020	
(c)	Quantity procured and received in factory by 31.12.2020	
(d)	Total quantity [b+c]	
(e)	Quantity utilized	
(i)	Quantity consumed for manufacture of formulations covered under NDPS Act	
(ii)	Quantity consumed for manufacture of formulations not covered under NDPS Act	
(iii)	Quantity utilized for test & analysis	
(iv)	Manufacturing loss	
(v)	Qty. under process (if quantifiable)	
(f)	Total Utilization (e (i)+(ii)+(iii)+(iv)+(v))	
(g)	Balance quantity in stock as on 31.12.2020 (d-f)	

IIIA: Declared Input – Output Ratio*				
IIIB: Input-Output norms:				
S.No	Year	Quantity of Input used (in Kgs)	Quantity of finished preparations manufactured (in Kgs)	Input-Output Ratio**
	2017			
	2018			
	2019			
	2020***			

*See Remark (ii) below

** Quantity of input used during the calendar year in manufacture of finished products intended to be exported: total quantity of finished product manufactured

***If not readily available may submit by 31/03/2021.

Remarks:

- (i) The quantities should be expressed in base and net content of base in finished products. If there are more than one final product, then table be filled for each final product. However, for ease of working, all final goods having same active ingredient (irrespective of strength) can be combined.
- (ii) If any input/output norms are specified in Advance Licence or by any other Government agency then declare that in column IIIA, otherwise declare standard factory norms

IV. Manufacturing Pattern:-

(a)	Whether manufacturing in own factory. If yes, give name & address of factory (Self)	
(c)	Whether manufactured in others factory (Loan Licence) then, name & address of factory	

S.No	Name and address of units	Whether manufacturing for self/ loan or through Contract	Percentage of allocation to be made	Brand name

V. Availability of Requisite Documents for allocation:-

(a)	Details of Drug Manufacturing Licence for use of the Drug Preparation:				
(i)	Licence No:				
(ii)	Name of the Issuing Authority				
(iii)	Validity Period				
(b)	DetailsofImportLicenseissuedbyDCGI/AdvanceAuthorizationissuedbyDGFT (if any)				
(i)	No.&Date:				
(ii)	NameofIssuingAuthority				
(c)	Details of the possession licence for the Drug applied for:				
(i)	(i) Licence No.				
(ii)	(ii) Name of Issuing Authority				
(iii)	(iii) Validity period				
(d)	Possession limit of the requested Drug			(in Kg)	
(i)	Type of possession limit				
(ii)	Licence No.				
(iii)	Name of Issuing Authority				
(e)	In the case where the Possession limit is fixed specifying a particular quantity in the case of annual production limit / annual consumption limit, the following additional information should be provided				
	Opening Stock on 1 st day of possession limit (if possession limit is for 2020-21 i.e. possession limit is valid from 01.04.2020 to 31.03.2021, then as on 01.04.2020)	Qty. allocated on or after 1sy day of possession limit (i.e. qty allocated on or after 1 st April, 2020)	Qty. procured on or after 1st day of the possession limit (i.e. qty. procured on or after 1st April, 2020)	Qty. consumed after 1sy day of possession limit (till last date of the preceding month to applying month) (If applied during Feb, 2021 i.e. qty consumed up to 31.01.2021)	Closing stock on the last day of the month preceding the date of filing application
	1.	2.	3.	4.	5.

VI. Others

(a)	Name and address of concerned State Drug Controller (Complete postal address with PIN code)	
(b)	Details of fee paid	
(i)	Demand Draft No. & Date/Self attested copy of Challan generated for online payment made in www.bharatkosh.gov.in	
(ii)	Name of Issuing Bank (in case of Demand Draft):	

(c) Details of Narcotic drug procured in the previous year (1st January to 31st December 2020) in the following proforma:-

Quarter	Opening Stock	Qty. procured	Total consumption		Closing stock
			Qty. consumed for manufacture of formulations	Processing Loss	
1 st Quarter					
2 nd Quarter					
3 rd Quarter					
4 th Quarter					
Total:					

The undersigned hereby declare that the above information submitted is complete and correct. It is also certified that I have gone through the aforesaid instructions.

Seal of the company

Signature of Authorized signatory
Name:.....
Date.....
Place.....
Mobile No.....
E-mail ID:.....

Self attested copies of the documents which are to be submitted by all applicants once in a year along with their first application or whenever there is change in details:

- a) Copy of valid Drug Manufacturing Licence (Form 25 & 26) along with approved product list issued by the concerned State Government authority
- b) Copy of valid Possession Licence (NDPS 1 / MD VI / M.D. IV / L-I / L-II / N.D.L.D. / N.D.R.C. or any other licence for possession of narcotic drug(s) as the case may be) mentioning the name of the narcotic drug applied for along with the possession limit.
- c) Copies of quarterly returns of 2020
- d) Copy of Annual Return for Manufacture, Consumption/Utilization and Sale of Narcotic Drugs of 2020 attested by State FDA/ State Excise Department.(Format uploaded on www.cbn.nic.in)
- e) An Undertaking with regard to pending case/investigation against the Firm/Director/Partner/Proprietor by any agency under NDPS Act or Drug and Cosmetic Act.

INSTRUCTIONS:

- a) If the language of any document is other than Hindi or English, translated copy of the same to either Hindi or English is to be submitted.
- b) Correspondence will be made to the e-mail ID of the company as well as through Speed Post. Therefore, all the companies should provide proper e-mail id of the company as well as the Authorized Signatory. For the all purpose, date of receipt of e-mail by CBN / date of sending e-mail shall be applicable. In case, e-mail ID is not filled up or wrong e-mail ID given, then respective companies themselves will be responsible for the delay.
- c) If no reply is received from a company against query letter within one month of sending the mail, the application will be treated as closed and if the company desires, it can re-apply for quota allocation afresh with all the requisite documents along with Demand Draft.
- d) The company should ensure that they do not cross the possession limit and manufacturing limit fixed by the concerned State Authority, irrespective of the quantity of drug allocated by this Bureau in a year.
- e) If any company submits wrong information with regard to lifting, consumption, etc. action may be taken against such company under the provisions of concerned rules if it so warrants.
- f) The applicant should enclose Demand Draft for Rs.50/- as processing fee drawn in favour of Drawing & Disbursing Officer, Central Bureau of Narcotics, Gwalior.

The undersigned hereby declare that the above information submitted is complete and correct. It is also certified that I have gone through the aforesaid instructions.