

## FORM NO. 3CK

### Application form for entering into an agreement with the Department of Scientific and Industrial Research for cooperation in in-house Research and Development facility and for audit of the accounts maintained for that facility

#### PART A

1. Name and Address of the registered office of the company including Telex/Fax/ Phone numbers.
2. Permanent Account Number (PAN) of the company.
3. Please specify the nature and Business/activity of the company -  
Manufacture/production of -  
Drugs  
Pharmaceuticals  
Electronic Equipments  
Computers  
Telecommunication Equipments  
Chemicals  
Any other article or thing notified under sub-section (2AB) of section 35 (please specify)
4. Annual production of the eligible products of the company during the past three years.
5. Annual expenditure on scientific research of the company during the past three years, giving break-up of expenditure on land and buildings.
6. Please give details of the nature of existing in-house Research and Development facilities including the address of the in-house Research and Development facility.
7. Registration number, date and validity of recognition granted by Department of Scientific and Industrial Research to the in-house Research and Development centre of the company.
8. Proposed objectives of scientific research contemplated by the company.

#### PART B

##### AGREEMENT

Whereas, \_\_\_\_\_ (hereinafter referred to as the First Party) and the Department of Scientific and Industrial Research (hereinafter referred to as the Second Party), have decided to enter into an agreement, that -

- (i) the First Party shall maintain an in-house Research and Development facility to be approved by the Second Party.
- (ii) the above Research and Development facility shall be exclusively used by the First Party to carry out scientific research relating to manufacture or production of any drugs, pharmaceuticals, electronic equipments, computers, telecommunication equipments, chemicals or any other article or thing notified by the Central Board of Direct Taxes, under sub-section (2AB) of section 35,
- (iii) the First Party shall provide full co-operation to the Second Party in carrying out the Research and Development work relating to manufacture or production of any drugs, pharmaceuticals, electronic equipments, computers, telecommunication equipments, chemicals or any other article or thing notified by the Central Board of Direct Taxes, under sub-section (2AB) of section 35,
- (iv) the First Party shall maintain separate accounts for both revenue and capital expenditure on scientific research including that on in-house Research and Development facility, which shall be annually audited by an accountant as defined in section 288(2) of the Income-tax Act, 1961, and a copy of which has to be attached with the return of income under sub-

- section (1) of section 139 to claim deduction under section 35(2AB),
- (v) subject to the First Party meeting the conditions specified under sub-section (2AB) of section 35, and on being satisfied of the feasibility of the said in-house Research and Development facility in terms of its objectives and of the genuineness of the expenditure on said Research and Development facility by the First Party, the Second Party shall submit its report in relation to the approval of the said facility to the Director General of Income-tax (Exemptions) within a period of sixty days from the date on which the First Party makes application in the Form No. 3CK.

Agreed on the \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year.

First Party

Signature of the Principal Officer of the company  
(Name, Designation and address)

Place

Date

Witness

Signature  
(Name and Address)

Place

Date

Second party

Signature of/on behalf of the Secretary,  
Department of Scientific & Industrial Research

Place

Date

Witness

Signature  
(Name and address)

Place

Date

#### PART C

Certified that the above information is true to the best of our knowledge and belief.

We undertake to :

- (i) maintain separate accounts for both revenue and capital expenditure on scientific research including that on in-house Research and Development facility, which shall be annually audited by an accountant as defined in sub-section (2) of section 288 of the Income-tax Act, 1961, and a copy of which has to be attached with the return of income under sub-section (1) of section 139 to claim deduction under sub-section (2AB) of section 35;
- (ii) submit annual progress reports to the Secretary, Department of Scientific and Industrial Research;
- (iii) render full co-operation in carrying out the Research and Development work relating to manufacture or production of any drugs, pharmaceuticals, electronic equipments, computers, telecommunication equipments, chemicals or any other article or thing notified by the Central Board of Direct Taxes, under sub-section (2AB) of section 35; and
- (iv) assets acquired by the approved facility will be utilised only for the approved purpose and shall not be disposed of without the approval of the Secretary, Department of Scientific and Industrial Research.

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Signature of the Principal Officer of the company

(Name, Designation and address)

Place \_\_\_\_\_

Date \_\_\_\_\_

**Notes :**

1. Six sets of duly filled applications are to be submitted to the Secretary, Department of Scientific & Industrial Research.
2. Copy of the latest Annual Report along with Balance Sheet has to be enclosed.
3. Enclose a copy of DSIR recognition of the in-house (R&D) centre.