



सत्यमेव जयते

Government of India  
Ministry of MSME



## ACTIVITIES & SERVICES OF

# MSME

MICRO, SMALL & MEDIUM ENTERPRISES  
सूक्ष्म, लघु एवं मध्यम उद्यम

## MSME - DEVELOPMENT INSTITUTE, MUMBAI

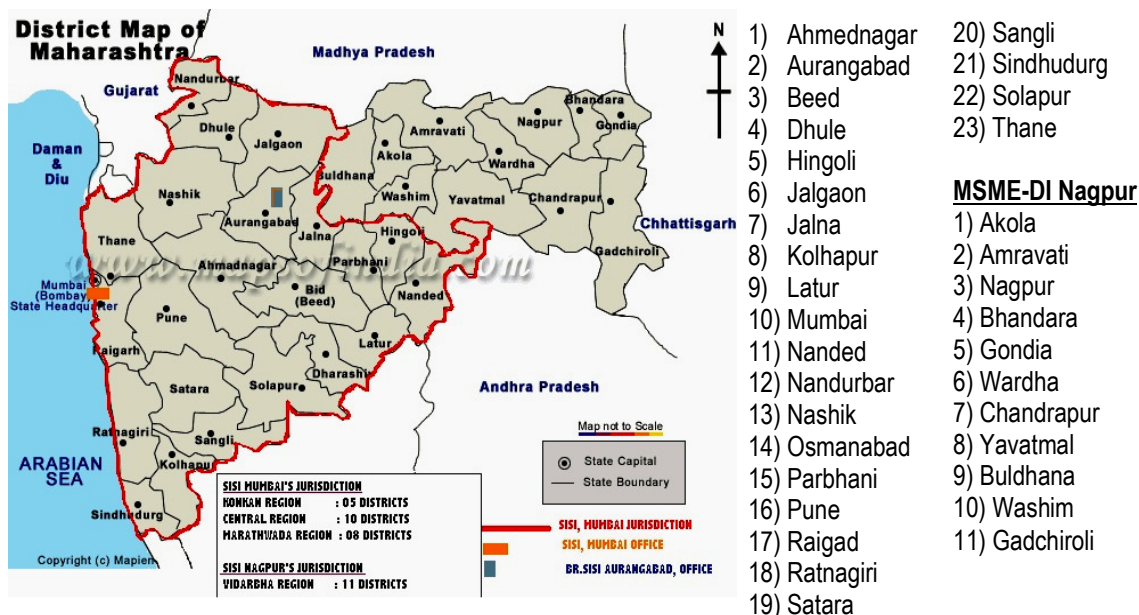
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# OPERATIONAL JURISDICTION OF MSME-DI, MUMBAI



## Preamble

The Office of the Development Commissioner (MSME) is an attached office of the Ministry of Micro, Small and Medium Enterprises (MSME) and is the apex body to advise, coordinate and formulate policies and programmes for the development and promotion of the MSME Sector. The office also maintains liaison with Central Ministries and other Central/State Government agencies/organizations financial institutions. The Development Commissioner (MSME) have a network of 30 MSME-Development Institutes(MSME-DI), 28 Br. MSME-Development Institutes(Br. MSME-DI), 4 MSME-Testing Centers (MSME-TCs), 7 MSME-Testing Stations (MSME-TSs), 21 Autonomous bodies which include 10 Tool Rooms (TRs) and Tool Design Institutes (TDI), 4 MSME-Technology Development Center (MSME-TDC), 2 MSME-Technology Development Center-Footwear(MSME-TDC), 1 Electronics Service & Training Centre (ESTC), 1 Institute for Design of Electrical Measuring Instruments (IDEMI) 2 National Level Training Institutes, and 1 Departmental Training Institute and 1 Production Center.

## Definitions of Micro, Small & Medium Enterprises as per MSME Development Act 2006

| Enterprises engaged in Manufacturing / Productions of Goods |  |
|---|--|
| Classification  | Investment limit in plant & machinery            |
| Micro Enterprises   | Not exceeding Rs 25 Lakhs                        |
| Small Enterprises   | Above Rs 25 Lakhs but not exceeding Rs 5 Crores  |
| Medium Enterprises  | Above Rs 5 Crores but not exceeding Rs 10 Crores |
| Enterprises Rendering Services                              |  |
| Classification  | Investment in equipments                         |
| Micro Enterprises   | Not exceeding Rs 10 Lakhs                        |
| Small Enterprises   | Above Rs 10 Lakhs but not exceeding Rs 2 Crores  |
| Medium Enterprises  | Above Rs 2 Crores but not exceeding Rs 5 Crores  |

**For details, please refer to MSMED Act 2006. The definitions are as on 1<sup>st</sup> August, 2012.**

In the state of Maharashtra, the support facilities and services of the Offices of the Development Commissioner (MSME) are rendered through the network of two MSME-Development Institutes located at Mumbai and Nagpur with a Branch Institute at Aurangabad.

### **MSME-DEVELOPMENT INSTITUTE (MSME-DI), MUMBAI**

MSME-DI, Mumbai has been set up at Mumbai in Maharashtra in 1954. At present, it caters the promotional and developmental needs of MSME Sector of 23 districts of Maharashtra. Rest of the districts fall under the jurisdiction of MSME-DIs at Nagpur.

MSME-DI, Mumbai is known as the nodal institute for the state of Maharashtra. The institute maintains a close liaison with the State Industries Department, Financial Institutions/Banks, State Promotional Agencies, Technical Departments, Universities and academic institutions, engineering colleges and Industry Associations. The support of the institute is basically in terms of –

1. Policy promotions measures for MSME Sector
2. Providing Technical Consultancy to Existing and Prospective Entrepreneurs
3. Publicizing the Public Procurement Policy and facilitating due share of MSE Sector in procurements by Government Departments and Public Sector Enterprises
4. Liaisoning with R. B. I. for Monitoring Credit Flow to MSE Sector
5. Disseminating Economic and Statistical Information
6. Implementation of National Manufacturing Competitiveness Programme (NMCP)
7. Promotion of MSE-Cluster Development Programme
8. Popularize the schemes like Credit Link Capital Subsidy Scheme and CGTMSE
9. Organise suitable training programmes and events for prospective and exiting entrepreneurs
10. Services of Common Facility Workshops to Entrepreneurs (Job work as well as specialized training)

### **MSME-DI, Mumbai – Organizational Structure and Services**

The Institute is headed by the Director and supported by Deputy Directors, Assistant Directors, Investigators and other Staff members. It is the only Institute in the country having the post of an Industrial Designer. The officers are the experts recruited through Union Public Service Commission. They have all India transfer liability. The technical officers having expertise in the disciplines like Mechanical Engineering, Electrical Engineering, Electronics, Chemical, Leather and Footwear, Glass and Ceramics are available in the institute. There are officers from Economic & Statistical Services and Management and Training disciplines. The institute is having potential of giving Techno-economic and Managerial Consultancy Services to MSME Sector.

#### **I. Technical Services**

- Preparation and updation of Project Profiles
- Preparation of detailed Project Reports and Feasibility Reports
- Guidance on selection of Plant & Machinery and preparation of plant layout
- Information on availability of machinery and raw material
- Guidance on quality standards/quality control methods
- Information on latest products and technology
- Information on Intellectual Property Rights issues
- Information on Bar Code
- Preparation of Technical Reports and carrying out Inspections for certifying techno managerial capabilities of MSME Units
- Guidance on testing of raw material, semi finished and finished products
- Assistance for new product development
- Guidance on modernization of units

## **II. Vendor Development Programmes**

The Institute organizes Vendor Development Programmes (National and State Level) for Government Departments/ PSUs / Railways /Defence / LSUs with objective of bringing Micro and Small units and Govt. Departments and PSUs on common platform for business promotion of MSEs.

The creation of database of capable Micro and Small Units and providing their details to Government Departments/PSUs / Railways / Defence / LSUs has special significance in the context of new policy.

The institute organizes Seminars and Workshops on Public Procurement Policy and brings awareness about the changes in the Policy. It also supports other organizations in their Buyer Seller Meets etc

## **III. Economic Investigation and Statistical Services**

The objective of the Economic investigation and statistical services are –

- To conduct Industrial Potential Surveys of different districts and regions
- To send recommendations to State and Central Government based on the survey reports
- To collect credit flow related information from Banks/Financial Institutions and forward them to Headquarters for monitoring
- To keep liaison with the State Level Banking Committee and Empowered Committee and raise banking related issues in the forum
- To collect information of MSME Units from the Districts and State Directorate of Industries
- To collect information related to production of MSME units
- Census work of MSME units in the State

## **IV. Management Development Programmes and Consultancy**

Under this activity, the Management Development Programmes are organized with the objective of improving managerial competence of MSME units. The areas of MDP include Industrial Management, Marketing Management, Industrial and Commercial Laws, Financial Management, Export Marketing etc.

The institute is capable of providing management consultancy to individual units.

## **V. Skill Development Trainings**

The institute is organizing Skill Development Trainings in the Institute as well as in out reached areas for the benefit of educated unemployed youths. Some of the programmes are exclusively for SC/ST, Women and Weaker Sections. The activity includes –

- Industrial Motivation Campaigns
- Entrepreneurship and Skill Development Programmes
- Entrepreneurship Development Programmes
- Faculty support to NGOs and Academic Institutions

## **VI. Export Promotion**

Under this activity, trainings in Export Marketing, Export Procedure and Documentation and Export Management are provided to MSME Units. The export-worthy units are also motivated to participate in international trade fairs and apply for different awards to bring their achievements in limelight.

## **VII National Awards to MSME Units**

The institute gives due publicity for the Scheme of National Awards and invite applications and places them before State Level Selection Committee for recommending the units from the State to National Level Selection Committee.

## VII. State Level Advisory Board on MSME

There is a State Level Advisory Board for coordination work of offices working for MSMEs in the state of Maharashtra. The Principal Secretary (SSI & EP), Govt. of U.P. is the Chairman and Director, MSME-DI, Mumbai is a Member Secretary of the State Level Advisory Board. There are forty other members representing different Central and State Government departments / organizations including leading Industry Associations on the Board.

## VIII. Library

The Library of the institute has more than 3800 books on Technical, Economic and Managerial subjects. The regular periodicals, journals and project profile are in addition to the books. Every year new books and periodicals are added in Library. More than 50% books are in Hindi. Library facility is available free for reference in the library.

## IX. Nodal agency for claiming Incentives/ Reimbursements by individual units

| Sl. No. | Scheme/activity  | Admissible Items of expenditure for which incentives/ reimbursements can be claimed                                 | Maximum %   | Maximum limit  |
|---------|--|---|---|--|
| 1       | <b>NMCP</b>  |   |   |  |
| 1.1     | New Markets through State / District Level exhibitions / Trade Fairs           | To & Fro Fair (Restricted to ACII tier)<br>Cost of pavilion   | 50% for General 80 % (For SC/ ST and Women Entrepreneurs) | ` 20000/-<br>` 30000/-   |
| 1.2     | Corporate Governance Practice  | Expenditure on consultation charges, Legal or statutory fee in adopting LLP Structure                               | 50%   | ` 45000/-  |
| 1.3     | Reimbursement to ISO 18000 / 22000 / 27000 Certification                       | Consultation, Training, Certification Fee   | 75%   | `1,00,000/-  |
| 1.4     | Bar Code   | One time registration fee Annual recurring expenditure for first 3 years applicable only for GSI India registration | 75%   | `No Upper Limit  |
| 2       | <b>Technology and Quality Upgradation</b>                                      |   |   |  |
| 2.1     | Assistance for obtaining Product Certification National International Standard | Application fee, License fee, Testing charges, Inspection fee   | 75%   | ` 1.5 L (Avg. 0.75L)<br>National<br>` 2.00 L (Avg.1.5 L)<br>for International Standard |
| 3.1     | Participation in International Trade Fairs                                     | Announced from time to time Fair-wise.  |   |  |

## X. The institute provides details of the schemes/ programmes useful for MSMEs and has active role in their implementation in the State. Some of the important schemes are mentioned.

1. Prime Minister's Employment Generation Programme (PMEGP)
2. Credit Guarantee Fund Scheme for Micro and Small Enterprises (CGMSE)
3. Micro Finance Programme
4. Credit Linked Capital Subsidy Scheme for Technology Upgradation (CLCSS)

5. Trade Related Entrepreneurship Assistance & Development (TREAD) Scheme for Women
6. Rajiv Gandhi Udyami Mitra Yojana (RGUMY)

Many more such schemes and programme are available for Micro, Small and Medium Entrepreneurs. The details are available on the **Website: [www.dcmsme.gov.in](http://www.dcmsme.gov.in)**

### **Udyami Helpline - 1800 180 6763**

A toll-free number will provide information on a wide range of subjects including guidance on how to set up an enterprise, access loans from banks, project profiles and the various schemes being implemented by the Govt. for the promotion of MSMEs.

## **Other MSME-DIs & Offices under MSME Development Organisation working in Maharashtra**

### **MSME-Development Institute, Nagpur**

Ministry of Micro Small & Medium Enterprise (MSME),  
Government of India,  
CGO Complex, Block "C", Seminary Hills,  
Nagpur-440006.  
Tel. No. + 91 - 712 - 2510352, 2510046  
Fax No. : +91-712-2511985  
e-mail id : dcdi-nagpur@dcmsme.gov.in

### **Branch Office**

#### **Br. MSME Development Institute**

32-33, MIDC Industrial Area, Chikalthana,  
Aurangabad  
Phone/Fax No. 0240-

### **MSME Testing Centre, Mumbai**

Ministry of Micro, Small & Medium Enterprises,  
Govt. of India, MSME-DI Campus,  
Kurla Andheri Road, Saki Naka, Mumbai-400 072  
Telephone: (022) 28570588 / 28576998  
FAX : (022) 28572238  
e-mail : dctc-wr@dcmsme.gov.in

### **MSME – Testing Station**

P-31, MIDC Indl. Area,  
Shiroli, Kolhapur-416122  
(Maharashtra).  
Telephone : (0230) 2469366.

### **Institute for Design of Electrical Measuring Instruments**

Swatantryaveer Tatya Tope Marg, Chunabhatti, Sion,  
Mumbai – 400 022, INDIA  
Telephone : 2405 0301 / 2405 0302 /2405 0303 / 2405 0304  
Fax: +91-22-2405 0016

### **MSME-Tool Room (Indo German Tool Room)**

P-31, MIDC, Chikalthana Indl. Area,  
Aurangabad 43100  
Tel : 0240- 24805782486832/24825932470541  
Fax : 0240-2484028  
email : gm@igtr-aur.org  
web : <http://www.igtr-aur.org>

### **IGTR - MSMEDI CAD/CAM Training Center**

Shankarseth Road, Near PMT Workshop,  
Swargate, Pune 411037.  
Phone: +91-20-24440861.  
Fax: +91-20-24440862  
e-mail: [igtr\\_pune@yahoo.co.in](mailto:igtr_pune@yahoo.co.in)