

## How to Apply

### **Procedure to Apply for the Testing of Post Harvest Machinery and Equipment**

Following documents are required from industries/ firms for commercial testing of post-harvest machinery and equipment at Post-Harvest Machinery & Equipment (PHME) Testing Centre, ICAR-CIPHET, Ludhiana-141004 (Punjab).

The files include:

1. Request Letter
2. Application Form
3. Test Agreement
4. Testing Charges

### **Note:**

- 1) The "Test Agreement" includes a Declaration and Annexure-I.
- 2) The declaration should be typed on a stamp paper of Rs. 100/- and the Annexure-I should be typed on a Legal size paper.
- 3) Service tax @ 15.0 % (Present Rate) will be charged extra over and above the lump-sum testing charges/ fee.
- 4) Testing fee to be paid through **Electronic transfer** or a **Demand Draft** in favour of "**ICAR Unit-CIPHET, Ludhiana** payable at **Ludhiana**" in the institute on all working days between 10:00 AM to 5:00 PM.
- 5) Bank Account Details of Institution (ICAR-CIPHET, Ludhiana GoI):
  - a) Name and Address of the Bank : State Bank of India, PAU Campus, Ludhiana.
  - b) IFSC Code : SBIN0001482
  - c) Branch Code : 1482
  - d) MICR Code : 141002019
  - e) Current A/C No : 10088205832
  - f) Name of the Account Holder : ICAR Unit CIPHET
  - g) SWIFT Code : SBININBB276
  - h) Name of the Director : Dr. R. K. Gupta
- 6) Submit slip of online money transfer in the Institute account or DD along with application form.
- 7) Duly filled (typed) application form (in triplicate) along with: (i) test agreement (ii) request letter (iii) test fee paid details and (iv) machine to be tested may be submitted to "**The Officer-In-Charge, Post-Harvest Machinery & Equipment (PHME) Testing Centre, ICAR-CIPHET, Ludhiana, Punjab-141004**" during working days between 10:00 AM to 3:00 PM.
- 8) Raw material required for testing machines/ equipment has to be supplied during testing. Perishable raw material need to be provided on same days of testing.
- 9) Minimum waiting period may vary from one month to two years as per actual load at PHME testing Centre.

## REQUEST LETTER

To

The Officer-In-Charge  
Post-Harvest Machinery & Equipment (PHME) Testing Centre  
PO: PAU, ICAR-CIPHET, Ludhiana-141004 (Punjab)

Sir,

I hereby would like to apply for a test report on the following machine:

1)	Manufacturer:  a) Name  b) Postal address  Fax  e-mail  Telephone No.	
2)	Name of machine	
3)	Type of Testing  (Commercial/ Confidential)	
4)	Sale price of machine	
5)	Testing fee of machine paid  (i) Online transfer details  (ii) D.D. No. with date	
6)	Detailed specifications  (Attach sheet if required)	

I have read the regulations for testing of Post-Harvest Machinery & Equipment hereby agree to abide by all the terms and conditions.

Yours faithfully,

**Application form**

***APPLICATION FOR COMMERCIAL/CONFIDENTIAL TESTING OF  
POST-HARVEST MACHINERY AND EQUIPMENT  
{To be submitted in Triplicate duly filled in (typed)}***

1.	Name and address of the applicant	
	Address	
	Pin Code	
	Telephone numbers	
	Telex/Fax numbers	
	E-mail	
2.	Name of the manufacturer	
	Address	
	Pin Code	
	Telephone numbers	
	Telex/Fax numbers	
	E-mail	
3.	If the applicant is not the manufacturer, capacity in which the testing has been requested for (as authorized importer/ distributor/ designer/ respective manufacturer)	
4.	Details of the machine to be submitted for test	
	Type	
	Make	
	Model	
5.	Type of work the machine or component has been designed for & special features of the machine, is any	

6.	Whether the machine submitted for test is a prototype or commercial model	Indigenous Prototype/ Imported Prototype/ Indigenous Commercial model/ Imported Commercial model	
7.	Nature of test	Commercial/Confidential	
8.	If confidential, specify details of tests requested for		
9.	Total numbers of machines (as in 4 above) produced/imported since inception till date		
10.	Whether all the parts are produced indigenously? If no, attach a list of imported parts		
11.	(a) Period suitable for random selection of the machine by PHME Testing Centre team (in case of machines already in commercial production & sale) Or (b) Machine provided is of choice of Industry		
12.	a) Type of accessories and attachments that are sold along with the machine		
	b) Check for accessories and attachments proposed to be sent with machines for test	(i) (ii) (iii) (iv)	
13.	Check for enclosures		
	Enclosures	Yes	No
	a) Specification of machine (in Triplicate)		
	b) Operator's manual (in Triplicate)		

	c) Parts' catalogue (in Triplicate)		
	d) Service manual (in Triplicate)		
	e) Any other printed literature (to be specified) (in Triplicate)		
	f) Printed literatures in respect of various items listed in 12 (b) (in Triplicate)		
14.	No. of additional copies of the test report required		
15.	Whether testing fee/ charges/ expenditure is remitted in advance? If yes, specify the details of remittance		
16.	Do you propose to depute a representative to witness the tests		
17.	Additional information, if any		
	i. Details of letter of intent/Registration/COB license no. and capacity sanctioned by the Ministry of Industry		
	ii. Whether machine has been tested earlier in India/foreign country (if so, attach a copy of the test report)		
	ii. Any other information that Industry wish to provide to PHME TC?		
18.	Tick one of the following		
	Test report may be released under the		
	a) Seal of Govt. of India		
	b) Seal of ICAR-CIPHET, Ludhiana		
	If case (a) is ticked, no Interim/Status report can be issued except under the recommendation of State/ Central Govt Authorities related to Agriculture and allied.		

Place: Signature (with seal of the firm/Industry): \_\_\_\_\_  
Date: Name of the Signatory : \_\_\_\_\_  
Designation : \_\_\_\_\_  
Address : \_\_\_\_\_

### **TEST Agreement**

*Note: On Stamp Paper of Rs. 100/-*

### **DECLARATION**

I hereby submit the machine with following particulars for testing:

1. Type/name of the machine : \_\_\_\_\_
2. Make : \_\_\_\_\_
3. Model : \_\_\_\_\_
4. Application Form No. : \_\_\_\_\_

I have read the Preconditions and Regulations for the Testing of Post- Harvest Machinery & Equipment as laid down in ANNEXURE-I or contents of same have been explained to me which I admit correct (attached herewith) and duly signed by me at Post-Harvest Machinery & Equipment (PHME) Testing Centre, ICAR-Central Institute of Post-Harvest Engineering & Technology (ICAR-CIPHET), Ludhiana-141004 (Punjab) and hereby agree to abide by all terms and conditions of the test.

Place: Signature (with seal of the firm) : \_\_\_\_\_  
Date: Name of the Signatory : \_\_\_\_\_  
Designation : \_\_\_\_\_  
Address : \_\_\_\_\_

## ANNEXURE-I

### **PRE-CONDITIONS AND REGULATIONS FOR TESTING OF POST-HARVEST MACHINERY AND EQUIPMENT**

#### **1. Preconditions for Submitting Machines for Initial Commercial Test:**

- a) The specification of the machine submitted for test should confirm to the production model which the manufacturer proposes to introduce. The manufacturer should certify that the prototype submitted for test will be manufactured under the License/ Directorate General of Technical Development (DGTD) registration granted to the unit.
- b) The test will be carried out on the machine as it stands together with accessories and attachments essential to the satisfactory performance of the machine. The applicant will not be allowed to introduce alterations or modifications which should affect its normal performance during the progress of test. If any major modification or alteration is considered necessary, the applicant should withdraw the machine and resubmit the machine with fresh application for testing.

#### **2. Regulations Governing Testing of Post-Harvest Machinery and Equipment**

##### **2.1 General Regulations Governing all Tests**

- Machines may be tested at the request in writing of the manufacturer/accredited importers referred to as applicant herein after.
  - All the tests should be conducted as per IS Test Codes. If for any machine/component, the IS test code is not available; the test code shall be framed by the Testing Authority whose decision shall be final and binding on the applicant.
  - The amount of test fee (List-1), service tax (as applicable, presently 15.0%) and other estimated expenditure will be intimated to the applicant who will deposit it in advance in form of electronic transfer online or DD in favour of **ICAR Unit-CIPHET, Ludhiana** payable at **Ludhiana** with the particulars as mentioned in the application form.
  - Bank Account Details of Institution (ICAR-CIPHET, Ludhiana GoI) for online transfer of testing fees:
    - a) Name and Address of the Bank : State Bank of India, PAU Campus, Ludhiana.
    - b) IFSC Code : SBIN0001482
    - c) Branch Code : 1482
    - d) MICR Code : 141002019
    - e) Current A/C No : 10088205832
    - f) Name of the Account Holder : ICAR Unit CIPHET
    - g) SWIFT Code : SBININBB276
    - h) Name of the Director : Dr. R. K. Gupta
- a. All charges on account of test fees, raw materials, spare parts, other items as laid down by the Ministry of Agriculture & Farmers Welfare (GOI), incurred during the test shall be borne by the applicant and the machinery will be

delivered by the applicant at the PHME Testing Centre, ICAR-CIPHET, PO: PAU, Ludhiana at their own cost.

- b. Additionally, Industry has to pay/deposit 40% of the total fee charged for additional crop testing with the same machine with PHME TC.
  - c. If a machine is withdrawn for any reason, the permission of the Testing Authority will have to be obtained. In such a case no refund of any fee paid to PHMETC will be made (as per DOAC&FW order).
  - d. Applicant shall be liable for payment of machine storage charges. In case, Industry fail to get it tested within 6 months from the date of test initiated. After a period of 6 months, the testing centre can sell/ dispose off the machine.
  - e. Parts of assemblies of machines worn out or damaged during test shall be replaced/repared by the applicant free of cost within the time specified by the Testing Authority and may be handed over at the discretion of the Testing Authority only after the test report has been released.
  - f. The cost of laying foundation, fixtures, etc. which are not normally available at the Institute and which are found necessary for working of the machine under test and all special store items shall be borne by the applicant.
- The applicant will make his own arrangement to collect the machine within one month of intimation by the Testing Authority and also collect/dispose off and clean all raw, processed and/or waste material from PHMETC premises on his own cost.
  - If a machine submitted for confidential test has been tested as per relevant commercial test procedure and the procedure followed for commercial testing has been observed in all respects, then on the request in writing of the applicant, the confidential test report may be converted to commercial report with applicable charges.

## **2.2 Additional Regulations Governing Commercial Tests**

- The applicant may mention in advertisements that the machine/component has been tested at the Post-Harvest Machinery and Equipment (PHME) Testing Centre, ICAR-CIPHET, Ludhiana (as the case may be) and invariably quote the number of the Test Report in the advertisement. All the pamphlets or advertisements meant for public should indicate only performance values observed by the Testing Authority.
- ICAR-CIPHET, Ludhiana reserve the right to publish or to communicate to any person or body the results either wholly or in part together with such comments and additional information as they think desirable.
- In case of machines which are marketed and are not tested for the benefit of the farmers, the Institute on the direction of the government, reserves the right to carryout commercial test on any such machine sold in the country and to publish the results thereof.
- In case of damage to or breakdown of any particular component during the course of testing, the applicant may replace the part with a new one having the same specifications. Replacement of complete assemblies shall not be permitted. If major breakdown occurs, necessitating replacement of major assemblies, the applicant is allowed to withdraw the machine.
- In case the machine is withdrawn from test because of reasons stated above, the applicant shall have to submit another machine after incorporation of required changes or replacements. The test report of the first machine containing the results of test conducted and clearly stating the reasons for non-completion of tests shall be released



immediately after withdrawal of the machine from test. The test report of second machine shall contain a reference to the testing of the earlier machine.

### **2.3 Additional Regulations Governing Confidential Tests**

- Results obtained will be the property of the applicant and will not be communicated to any person or body without the applicant's consent. The applicant shall neither publish the report nor any extract from it nor divulge test results to any other person or body without prior written approval of the Testing Authority. The report shall not be used for commercial purposes.
- In case of confidential tests, adjustment, modification or alteration in the machine may be permitted at the discretion of the Testing Authority.

### **2.4 General Conditions**

- The applicant shall supply in English (and if available, also in Hindi) three copies each of published literature, detailed specifications, operator and service (workshop) manuals and illustrated parts catalogue of the machine. Any other details required by the Testing Authority shall also be supplied. These shall be retained at the Institute.
- The operation, maintenance and servicing of the machine shall be carried out according to the procedure laid down in the manufacturer's printed literature unless otherwise specified by the applicant prior to the commencement of the test. Where choice of adjustments or operating conditions is made by the applicant, the guide in making such choices will be the one suitable for general operations. In case of doubt, the opinion of the Testing Authority will be deemed as final.
- It will be the responsibility of the applicant to ensure that the machine is in good condition. In case the machine requires running-in, the same will be carried out, in consultation with the Testing Authority before submission of machine for testing. Details of running-in should be supplied by the applicant at the time of submitting application.
- Facilities to tune-up, adjust and initially set up and run-in of the machine before the actual tests commence will be allowed to the applicant. In case of commercial testing, no adjustments shall ordinarily be permitted during the actual test.
- The representative of the applicant with proper letter of authority in writing will be permitted to witness the test at the discretion of the Testing Authority. The representatives may be allowed to collect necessary factual data about the performance of the machine on the clear understanding that name of the Testing Authority shall not be associated with any data so collected by the representative or published by the applicant.
- Permission to collect the data on performance of machine during the tests shall be granted at the discretion of the Testing Authority.
- Neither the Testing Authority nor anybody engaged on his behalf for conducting tests will be held responsible for any accident, damage or loss whatsoever, to the machine/component/equipment which may occur while in custody, storage, transit and/or during the tests.
- When special tests are required to be carried out, all expenditure be payable by the applicant.
- The schedule of fees may be reviewed and altered if necessary with reference to cost of maintenance of equipment and apparatus used and labour and time spent on testing, with the approval of the Ministry (GOI).

- The applicant shall also supply special tools, if any, required for servicing, adjustments, and major repairs of the machine along with list thereof.
- In the case of machines which during tests are also required to be run on public roads, the applicant will arrange for necessary permission under the Motor Vehicles Act, if so required.
- The testing of machine/components shall be commenced by the Testing Authority only after completion of all formalities by the applicant as indicated in these regulations. On completion of test and payment of testing charges in full, a copy of the draft test report shall be made available to the applicant for scrutiny and comments. In case the applicant fails to submit comments within the stipulated time of 25 days, the Testing Authority may release the final test report. In case of commercial test report, such of the applicant's comments which contribute technically to the contents of the test report will be included in the test report under a separate chapter referred to as Applicant's Comments' at the discretion of the Testing Authority.
- Three copies of the test report shall be supplied to the applicant free of cost. Additional copies shall be supplied on payment of the cost that maybe fixed by the Testing Authority from time to time.
- The test report issued by the Testing Authority on a particular model or sample of machine/implement/component, etc. applied only to that particular model/brand submitted for test.
- The test reports issued by the testing Authority contain only the data obtained on the particular sample of a model/brand tested by the Testing Authority but these do not in any way signify the approval of the Government or the testing authority of the models/samples tested.
- No interim test report shall be issued on a machine while under test.
- ICAR-CIPHET, Ludhiana reserves the right to change these regulations at any time as may be found necessary without any notice to anybody and such changes will be binding on all concerned.
- In case of disputes, the applicant may represent to the Director, ICAR-CIPHET, Ludhiana whose decision will be final and binding on applicant and cannot be questioned in any court of law.
- All disputes to be dealt in Ludhiana jurisdiction only
- The test report is not for legal purposes.

### **2.5 Additional Regulations Governing the expression of Opinions**

- A fee equal to half of the amount of test fees fixed in respect of the tests carried out on the machine will be charged for each expression of the opinion issued. It is in the discretion of the Testing Authority to issue the expression of opinion or not. Director/The Head of the Institute shall obtain the approval of the Government of India before issue of such expression of opinion.
- The expression of opinion is confidential to the applicant who will not publish it except with the prior approval in writing obtained from the Testing Authority.

Place: Signature (with seal of the firm) : \_\_\_\_\_  
 Date: Name of the Signatory : \_\_\_\_\_  
 Designation : \_\_\_\_\_  
 Address : \_\_\_\_\_