

Government of the People's Republic of Bangladesh  
Livestock and Dairy Development Project (LDDP)  
Department of Livestock Services  
Farmgate, Khamarbari Sarak, Dhaka-1215

Business Proposal Format for Large Processors to adopt technologies for Product  
diversification ( Cheese, Yogurts etc)

I. Name and address of the Sub-project:

--

2. Contact person and details:

a. Name of the owner /applicant	
b. Designation of the applicant	
c. NID Number (Photo copy to be attached)	
d. Full address Present:	
Permanent:	
Cell phone Number	
WhatsApp Number	
Email ID	

3. Short briefing of the Project

a. Why do you need the Matching Grant?

--

b. How the business will be implemented?

--

c. What are the expected achievements of the business?

i.
ii.

*(Signature)*

iii.

4. Business profile:

a. Name of current business of the applicant	
b. Date of commencement of business	
c. Main activities of the current business	
d. Ownership status (own/partnership) with evidence	
e. Financial status: i) Bank statement of last 12 months (To be attached) ii) Audit report for last two years (If any to be attached)	
f. Operational structure i) Fixed asset value in Taka (excluding land and Building): ii) Turnover in last year iii) Working force employed (Staff & labour)	
g. VAT/BIN registration number (Certificate to be attached)	
h. Tax Identification Number (TIN) (Certificate to be attached)	
i. Updated Trade License Certificate (To be attached)	
j. Bank account Number with address	

5. Sub-project objectives with possible performance indicator

Objective	Performance indicator
i.	
ii.	
iii.	

*Handwritten signature*

6. Sub-Project description

a. Rationale of the proposed sub-project:
b. Implementation strategy including actors and their roles :
c. Partnership arrangement/agreement (Documents to be attached):
d. Location of the proposed sub-project:
e. Land ownership (Own /rented, documents to be attached):
f. Project duration (Year):
g. Activities to be performed with MGS.
h. Project lay out (Map to be attached):

7. Business proposal

a. Description of business idea:
b. Market analysis:
c. Proposed products and their production (Quantity per year):
d. Technical information of the present and proposed business:

Parameters	Present status	Expected proposition
Land Areas (in decimal)		
Operational units (No)		
Individual equipment (No) (List & Specification with price in detail need to be enclosed)		
Finished products (name & quantity/year produced)		
Beneficiaries/users (No)		

*Handwritten signature*

e. Cash flow of last three years (In Taka):

Description	Y1	Y2	Y3
Income:			
Sales			
Investment of income if any			
Others			
<i>i. Total revenue</i>			
Expenditure:			
Cost of raw materials			
Wages			
Rent			
Interest paid			
Transportation			
Utilities			
Other expenditure			
<i>ii. Total expenses</i>			
Net inflow taka (i - ii)			

f. Probable risk & mitigation strategy:

Risks	Mitigation strategy
i)	
ii)	
iii)	
iv)	

8. Break even analysis:

*Print*

9. Expected impact:

a. Social  
b. Environmental  
c. Economic:

10. Budget for proposed matching grant:

a) Amount requested from MGs in taka:

b) Amount from own contribution (in taka):

b) MGs money will be placed after investing of own contribution:

Do you agree:  Yes  No

c) Money expense for different purpose under MGs scheme

Items	Year 1			Year 2			Total		
	Cost	MGs	Own	Cost	MGs	Own	Cost	MGs	Own
<i>Total</i>									

II Supervision & Monitoring indicators:

Activity /description	Start date	End date	Money spent	Indicators

Signature of applicant

Name::

Designation:

Date:

Phone no:

Office Stamp



Annex

Please list the documents you have submitted and enclosed serially:

Sl No	Name of documents	Remarks

*Signature*