FOOD SAFETY & DRUGS CONTROL COMMISSIONERATE, RAJASTHAN

Check List for documents to be submitted for

Grant of Manufacturing Licence – Drugs Loan License

1. Application on prescribed form 24-A along with requisite fees (Rs 6000 + 1500) and/or 27-A along with requisite fees (Rs 6000 + 1500) to be deposited in Bank through treasury challan in the Head- 0210- 04-800-02-00 Other receipts.

Department Name: Commissionerate, Food Safety and Drug Control Jaipur

Office Name: Commissioner Food Safety & Drug Control.

1. Affidavit of Proprietor/ Partners/ Director(s)/ Managing Director of applicant firm on Rs 10/- Non Judicial Stamp Paper duly attested by Notary Public
2. List of all the Partners/ Directors with age & complete postal & residential address.
3. Specific Power of attorney in favour of Authorised Signatory for submitting application on behalf of the Company on Rs 10/= Non-judicial Stamp paper duly attested by Notary Public.
4. Affidavit/ Declaration of Manufacturing Chemist & Analytical Chemist
5. Attested Photostat Copies of qualification, experience and approval certificates of Manufacturing Chemist.& Analytical Chemist. Appointment Letters. Id Proof.
6. Product approval sheets in prescribed proforma.
7. Attested copies of partnership deed / Memorandum & article of Association of the applicant firm.
8. Specific resolution for commencing Drugs Manufacturing activities (if not already included in Memorandum of Association)
9. Section wise blue print of location of plant and machineries (dimensions in Metric system), & site plan.
10. Consent letter from government approved laboratory for sophisticated tests.
11. Consent letter from principal manufacturing unit in case of loan license.
12. Wholesale licenses of the applicant loan licensee.
13. Statement of production capacity, and capacity utilization of the principal manufacturer.
14. Valid manufacturing licenses and copies of product permission of the product in question (if applicable) of the principal manufacturer.
15. List of Products alongwith their manufacturing process, analysis procedure, stability data and standard operating procedures.
16. Id Proof of Directors, PAN Card copies, TIN no / GST reg. certificate of applicant firm.