

GOVERNMENT OF INDIA
MINISTRY OF COMMERCE & INDUSTRY
DEPARTMENT OF COMMERCE
OFFICE OF THE DEVELOPMENT COMMISSIONER
FALTA SPECIAL ECONOMIC ZONE
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234/4, A.J.C. BOSE ROAD, KOLKATA-700 020
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No.CAPEXIL/Election/VC & WC/2015-16

Dated, the 19th February, 2016

NOTICE

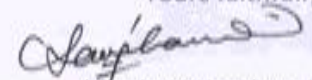
This is to inform you that under the provisions of Rule 5 of Bye-Laws and Rules for conducting election of CAPEXIL, I have been appointed by the Director General of Foreign Trade, New Delhi vide letter No.01/94/180/93/AM16/PC4/742 dated 01.02.2016 as Chairman for conducting election ~~of~~ of Vice Chairman ~~and Treasurer~~ of CAPEXIL for the year 2015-16 through e-voting.

It is hereby informed that the election process has started. Further, in terms of election Rules, the List of Voters and Election Rules are available on the Notice Board of the Regional and sub-Regional offices of the Council as well as on the Council's website for information and use of the Voter Members. The Nomination Form for enabling candidates to file their candidature alongwith the format of Chartered Accountant's Certificate are enclosed for filing up in all respects including due signature and stamping and complying with provisions of the Election Rules. These duly filled in forms must be returned to the office of the undersigned within 29.02.2016 by 5.00 p.m.

Thanking you,

Encl.: As above.

Yours faithfully,



(Sanjeev Nandwani)

Development Commissioner

To
All Eligible members of CoA of CAPEXIL

CAPEXIL**(Sponsored by Ministry of Commerce & Industry, Government of India)****ELECTION FOR THE VICE CHAIRMAN OF THE CAPEXIL DURING THE YEAR 2015-16****NOMINATION FORM**

- a) Use **BLOCK LETTERS** while filling-up this form
 b) Please fill in all the columns. Do not leave any column blank

Date: _____

To,
 The Election Authority/Returning Officer,
 CAPEXIL.

Re.: Election of Vice Chairman of CAPEXIL during the year 2015-16.

Name of the Nominee/Candidate	
Name of the Company / Firm of the Nominee with address	
Particulars of the Nominee: a) Designation b) Mobile No. c) Email d) DIN	

Nominee's/Candidate's acceptance:

I am submitting my above nomination/candidature for the position of Vice Chairman of CAPEXIL during the year 2015-16.

Seal / Rubber Stamp of the Nominee's Firm/Company

Yours faithfully,

(Signature)

Name & Designation

Attestation of the signature of the person signing Nomination Form by banker of the Member-organization concerned.

Seal / Rubber Stamp of the Banker

Attested by:
 Signature:

Name of Bank Official
 Designation:

Notes:

- (1) **Nominee** should be the **Ordinary Members of CAPEXIL** as on date.
- (2) A member not having **qualifying exports** will not be eligible for the position of Vice Chairman of the Council.
- (3) **Candidate** should put their **firm's / Company's Rubber Stamps** at the specified places/boxes along with Seal / Rubber Stamp of the Banker.
- (4) **Nomination should be attested by** banker of the Member-organization concerned.
- (5) Kindly note Nomination form shall be valid only in the event of **payment of membership subscription** and **no other outstanding dues to CAPEXIL**. In case on **scrutiny**, if it is found that the **stipulated eligibility criteria** are **not fulfilled** as per the provisions of the Articles of Association of CAPEXIL, this **nomination** shall be **rendered invalid** & Election Authority may treat nomination as withdrawn & cancelled.
- (6) It is mandatory to fill and submit Annexures : A-1 with this nomination form i.e. CA Certificate.

FORMAT OF CHARTERED ACCOUNTANT'S CERTIFICATE IN THEIR LETTER HEAD

This is to Certify that we have verified Books of Accounts and other records of M/s.having their Registered Office/Head Office atand certify that their FOB value of physical export of CAPEXIL's items (rounded off to the nearest in INR Lakh) during the year (s), indicated hereunder is as follows:-

SR. NO.	YEARS	FOB value of physical export of CAPEXIL's Items (Rs. in Lakh) (3rd Party and Deemed Export not included)
1.	2012-13	INR _____ in Lakhs
2.	2013-14	INR _____ in Lakhs
3.	2014-15	INR _____ in Lakhs
4.	Average Export during last 3 years	INR _____ In Lakhs

It is also hereby certified that M/s. _____ is a Ltd. Co./Pvt. Ltd. Co. as per Companies Act 1956/2013 / a partnership firm as per Partnership Act 1932 / LLP / a proprietorship firm / an HUF firm and Mr./Mrs./Miss. _____, whose signatures and stamp are appended here, is the Chairman / Managing Director / Director / Partner / Designated Partner / Proprietor / Karta of the said company / firm.

Signatures: Name: Position in the firm/company: Name of the firm/company: Official Seal/Rubber Stamp of company/firm:	Signature: Name of the Chartered Accountant of his Company: Name of the Person Signing: Position in the firm: Registration No.: Official Seal / Rubber Stamp of the CA firm:
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Place :

Date :

Note:

(1) Chartered Accountant's Certificate of FOB value of physical exports of CAPEXIL's items made by the member firm in each of the three preceding years (3rd party and deemed exports should not be included) must be submitted to CAPEXIL. Export figures to be rounded off to the nearest Rs. in lakh. A member not having qualifying exports will not be eligible for the post of Vice Chairman of the Council.

(2) Original Certificate duly signed by Chartered Accountant is mandatory. Photostat copies of CA certificate will not be acceptable.