

Swadesh Darshan Scheme

Ministry of Tourism

Detailed Project Report

Submission Toolkit

Instructions

This toolkit has been prepared to help State Governments/ Department of Tourism/ Tourism Development Corporations to prepare Detailed Project Reports to be submitted for Central Funding Assistance under SWADESH DARSHAN Scheme to Ministry of Tourism, Government of India.

This is an indicative “Table of Content” to be followed in all DPRs here onwards to observe standardization of the reports. These reports form crucial part of the vetting process. Information provided under each head shall be verified by the concerned department and deemed to be correct if forwarded.

List & format of various forms have been attached herewith to complete the DPR in all respect to be considered for funding. Applicable forms shall be filled & signed by the respective authorities and submitted with the DPR in ORIGINAL.

“Table of Contents” for Detailed Project Report

Table of Content

PART A

1. Executive Summary
2. Introduction
 - a. Tourism Overview (India’s policy & direction - Introducing Swadesh Darshan Scheme)
 - b. About the State (About State & State’s Tourism policies & potential & Swadesh Darshan Scheme in the State)
 - c. Objective of the Study
 - d. Approach & Methodology
3. Tourism Circuit
 - a. Circuit Description & Map (with distances b/w destinations and route, Nodes/ Modes of transportation – exit & entry points)
 - b. Rationale (For selecting the Sites, Destinations & Circuit)
 - c. About Tourist Destinations & Sites (Discuss each destination/Site and its tourism products)
 - i. Location and regional setting
 - ii. History
 - iii. Art
 - iv. Culture
 - v. Physiography and climate
 - vi. Flora & Fauna
 - vii. Tourism product

PART B

4. Existing Situational Analysis
 - a. Infrastructure Analysis (off site infrastructure related to tourism in the state/circuit)
 - i. Approach & Accessibility (circuit and state wise, condition of connections –road/rail/air - helipads etc.)
 - ii. Wayside Amenities
 - iii. Automobile refueling & repair stations
 - iv. Signage (from main location- airport/railheads/bus stations)
 - b. Destination wise Assessment
 - i. Tourist profiling
 1. Category of tourist (domestic/international/local/pilgrims etc.)
 2. Footfall of tourist (annual, monthly, peak season etc.)
 3. Carrying Capacity of the destination/site (Max. limit of tourists)

4. Duration of Stay
 - ii. Tourist related physical & social Infrastructure – On site (May be represented in form of a table)
 1. Physical Infrastructure
 - a. Approach & Accessibility (to various internal parts, if any)
 - b. Tourist Information Center
 - c. Reception Center
 - d. Accommodation (both public & private sector)
 - e. Public Amenities (Street furniture, Drinking water, public toilets, lighting, urban elements, cloak rooms, rain shelters, telecommunications etc.)
 - f. Commercial activities (shops/commercial space/cafes/restaurants/craft bazaars etc.)
 - g. Waste Management (Solid & Liquid)
 - h. Safety - CCTVs
 - i. Signage
 2. Social Infrastructure
 - a. Safety & Security (Tourism Police)
 - b. Medical facilities
 3. Status of Tourism product (if any)
 - a. OAT
 - b. Convention Centers
 - c. Golf/ Theme parks/ Water & Adventure parks,
 - d. Ropeways
 - e. shoreline
 - f. Water front development
 - g. Urban design solutions
 - h. Sound & Light show
 - i. Museums
 - j. Exhibition Centers etc. (all other related tourism products shall be listed along with its condition)
 4. Any On-going/ proposed Infrastructure activity at site level
 - a. Name & Typology
 - b. Funding Agency
 - c. Status/Condition
 - d. O&M methodology
 - c. SWOT Analysis
5. Conclusion – Gap identification & Projections

PART C

6. Proposals & Benefits

- a. Proposed Interventions (on/off site)
- b. Regulatory Framework Appraisal (adherence to any framework affecting the project and explanation how it is tackled in the project, if any applicable of the following)
 - i. Archaeology/ Heritage value framework
 - ii. Wildlife
 - iii. Coastal Regulations
 - iv. Green building codes
 - v. Building bylaws
 - vi. Integration with Regional Development Plan
 - vii. Biodiversity
 - viii. Pollution Control Board regulations etc.
- c. Marketing & publicity proposal
- d. Project Cost – Abstract of Cost
- e. Socio – Economic Benefits of interventions (economy boost & job creation)

7. Implementation Strategy

- a. Project Structuring
 - i. Central Share
 - ii. State Share
 - iii. PPP Components (if any)
 - iv. CSR Components (if any)
 - v. Other funding (WB, ADB etc.)
- b. Stakeholders (listing of various organizations/ agencies/ departments which responsible for conceptualization and implementation of the project – direct & indirect and their role)
- c. Implementing Agency(s)
- d. Schedule & Timing (CPM/ PERT Chart)
- e. Risk Impact & Mitigation
 - i. Market
 - ii. Revenue
 - iii. Construction
- f. Monitoring Framework (State level)

8. Operation & Maintenance Plan

- a. Institutional Framework
- b. Financial Model

10. Conclusion

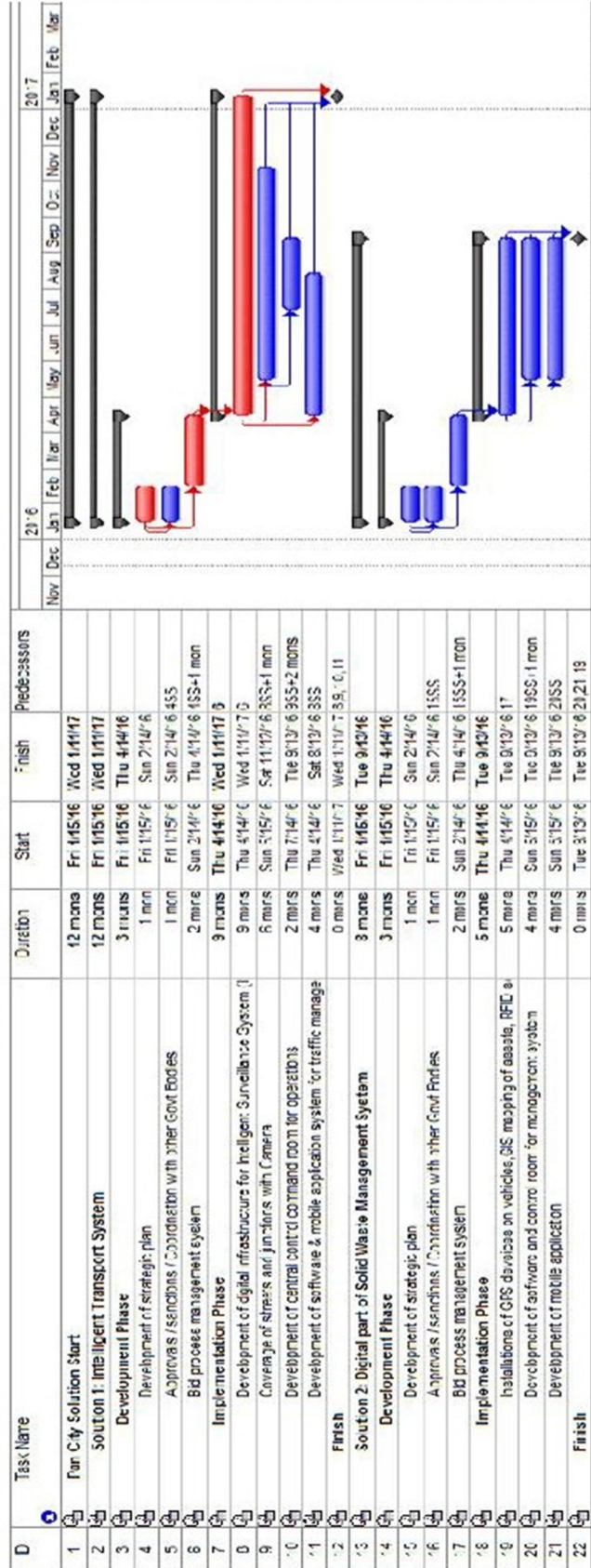
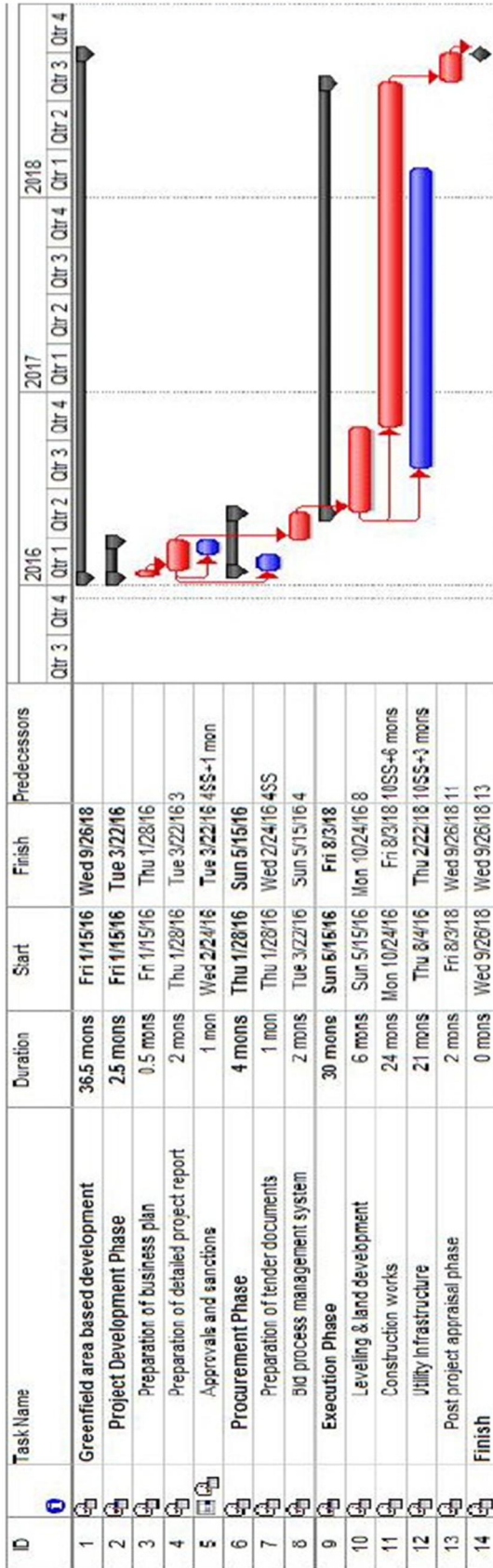
PART D

11. Annexures

- a. Drawings
- b. Estimates
- c. Specifications
- d. Analysis of Rates/Schedule of Rates/Market Rates – quotation
- e. CPM/ PERT Charts
- f. Relevant Forms & Undertakings, as per Ministry of Tourism Schedule

Annexure – CPM/PERT Chart

Sample Chart, Software - MS



Annexure - Forms & Undertaking

MINISTRY OF TOURISM

Proposal Submission for Swadesh Darshan/PRASAD

General Information

For Office Use Only:

Financial Year _____

File No. _____

Application Date: (In dd/mm/yyyy format) ___/___/_____

sProcessing Agency: _____.

Scheme: **Swadesh Darshan**

Project Name:

Project Details:

Duration for Project Completion (In Months) –

Primary Implementation Agency:

Primary Site Address:

City/Town:

State:

District(s):

Project Coordinator:

Abstract of Project cost:-

Sl. No.	Project Components	Project Cost (INR)
(I)	To be funded by the Central Government	
A)	Ministry of Tourism	
	Total (A)	
B)	To be funded by the other schemes of the Central Govt. (Details of each individual scheme to be given separately)	

Submission Toolkit – Detailed Project Report for SWADESH DARSHAN Scheme

		Total (A)
		Total- I (A +B)
(II)	To be funded by the State Govt.	
		Total- II
(III)	To be taken up under PPP	
		Total- III
(IV)	To be taken up under CSR of CPSU/SPSUs and Private Sector (Please specify)	
		Total- IV
(V)	Any other source (please specify)	
		Total- V
		Total (I+II+III+IV+V)
	Consultancy fees	
	Contingencies	
		Total Project cost:

Signatures of the Authorized
Signatory with seal

MINISTRY OF TOURISM

Proposal Submission for Swadesh Darshan/PRASAD

General Information

Tourism Sector_____

Category_____ Sub-Category_____

State Govt. Letter No._____ Date__/__/_____

Project Cost Details (Provide Value in Lakhs)

Total Project Cost Rs.

- | | |
|--|---------|
| A. MoT Share: | Rs..... |
| B. Other Ministries Share | Rs..... |
| C. Total Central Govt's Share (A+B) | |
| D. State Share | Rs..... |
| E. CPSU's/SPSU's share (indicate separately) | Rs..... |

Sent hard copy of the proposal along with all necessary enclosures:

Authorized Signatory:

Annexure:

1. Form A
2. Form B
3. Form C
4. Undertaking from the State Govt.
5. Form H-1
6. Form H-2
7. Certificate of Schedule of Rates
8. Land Availability Certificate (LAC)/ Land Possession Certificate(LPC)

Date:

Signatures of the Authorized

Signatory with seal

MINISTRY OF TOURISM

**Swadesh Darshan / PRASAD
FORM – (A)**

Total area under the project:

Project Location Details:

- 1.
- 2.
- 3.

Table `A`

Nearest Connectivity	Particulars
Airport	
Railway Station	
Sea Port	
Bus Stand	

No. of Tourists Visited for Previous Years:

Table `B`

Year visited	Domestic Visitors	Foreign Visitors	Total Nos. of Visitors
2010			
2011			
2012			
2013			
2014			

Component Details:

Table `C`

S.No.	Project Components	Cost

Note: Details in Table A, B & C to be given separately for each destination to be developed under the circuit.

Date:

Signatures of the Authorize Signatory with seal

MINISTRY OF TOURISM
Swadesh Darshan / PRASAD
FORM – B

Details of Existing Facilities at the destinations falling in the circuits (Destination wise):

Name of Existing Facility	Year of purchases	No. of Equipments	Present condition of Existing Equipment/machinery	Required addition	Remarks/justification

Date:

Signatures of the Authorized Signatory with seal

MINISTRY OF TOURISM
Swadesh Darshan / PRASAD
FORM – C

Details of arrangements made for Operation and Management of assets created under the Scheme:

Name of product/ facility/assets to be developed/created under the scheme	Estimated Operation and Maintenance Cost	State/Private Agency responsible for Operation/Maintenance	Gist of the Agreement/MoU* signed with the Public/Pvt. Agency

* Copy Agreement/MoU to be enclosed.

Date:

Signatures of the Authorized
Signatory with seal

UNDERTAKINGS

The Government of _____ gives the following undertakings in the respect of the above mentioned project proposals.

1. That the State Government/ UT Administration of..... is committed to implementation of the Scheme Swadesh Darshan/ PRASAD.
2. That adequate land free of encumbrance to accommodate all the features of the project is available and is in possession of.....
3. That for the components proposed for public funding, the cost estimates are based on schedule of rates prescribed by the Central/State PWD.
4. That it will bear the expenditure on account of approach road, external electrifications, external water supply, sewerage lines and other items.
5. That the specific milestones to be achieved under the scheme (as per the DPR) and the works to be undertaken in physical and financial terms are as follows:

6. The State Government/ UT Administration of _____ will operate and manage the project directly or by selecting and appointing an agency, and will bear/be responsible for all operational expenditure.
7. That the State Government/ UT Administration of _____ will be solely responsible for sustainable operation and maintenance of the identified/ developed projects under the scheme. It will have necessary arrangements/ agreements/ with the public/private agencies for operation/repairs/ maintenance of the assets created under the scheme, details of which are furnished in form 'C'.
8. That it will bear all the expenditure on recruitment, training and salary of staff employed for operation of the project.
9. That it will complete the project within the estimated cost indicated in the DPR and any cost over runs will be borne by the State Government itself and
10. That it will forward monthly detailed physical and financial progress reports of the project to the Ministry of Tourism, Government of India.

Place/ Date:

Signatures of the Authorized Signatory with seal

FORM H-1
(For Construction Project)

Name of Project:

This is to certify that barrier free environment for differently abled tourists has been incorporated in the design of the built-up areas of this project in accordance with relevant building bye-laws of the State/Ministry of Urban Development's notification dated _____ regarding _____.

Date:

Signatures of the Authorized
Signatory with seal

FORM H-2
(For Construction Project)

Name of Project:

This is to certify that the built-up areas of this project will be implemented in accordance with relevant building bye-laws of the State/Ministry of Urban Development notification dated _____ barrier free environment for persons with disability.

Signatures of the Authorized
Signatory with seal

Date:

CERTIFICATE OF SCHEDULE OF RATES

Name of Project:

This is to certify that the Detailed Cost Estimate for the above project has been prepared based on Schedule of Rates prescribed by the Central/State PWD.

Rates for items that are not included in the above Schedule of Rates are decided based on the quotation received from the market by following the standard codal formalities.

Signatures of the Authorized
Signatory with seal

Date:

LAND AVAILABILITY CERTIFICATE

Project Title:

This is to certify that adequate land, free of encumbrance to accommodate all the features of the above project is available and is in possession of

Date:

Signatures of the Authorized
Signatory with seal

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END

Detailed Project Report
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