Dear Dhawal/Anit,

Hope this email finds you well.

Please find the list of points/task to be covered during the site visit of ***"Hardoli Paper Mills Limited"*** for the purpose of TEV study:

1. Please confirm Total Land area (As per Sale deed and Site Plan) and demarcation of the total plot area and the area to be used for the expansion.
2. List of plant & machinery arrived at site & cross checking of the same (kindly have a copy of plant and machinery as per the shared details).
3. Collect a clear copy of approved site plan. Please check if the turbine is included in the site plan.
4. Collect copy of land deeds and confirm the total land area as per the sanction plan.
5. Discuss the benefits of installing turbine with the client/promoters
6. Current Status of building & Civil Works, mention building (block-wise)
7. Comment on any deviation in building, construction v/s map
8. Details of the product currently produced by the paper mill. Discussion with the promoters about the product profile and attach photograph of each product.
9. Raw material to be used in the production and ratio (component wise) of the raw material used along with the cost to procure the same.
10. Marketing & selling, distribution plan of the company.
11. Target Market/ regions/ customers
12. Google Coordinates.
13. Site Pictures.
14. Location Advantages.
15. Status of utilities road, water, electricity etc.
16. Discussion on the background of the promoters.
17. Collect some sample invoices for different types of products
18. Process flow chart of the manufacturing facility.
19. Comment on any other observations seems to be reasonable for TEV purposes at your end.

Kindly go through the details shared by the client, study about the production process and other technicalities for confidence building during survey and discussions.