



Checklist for HOSPITAL - Project Finance Private Limited Company

S. No.	KYC Documentation
1	Copy of PAN Card of Company
2	MOA & AOA with Incorporation Certificate
3	CA Certified List of Shareholding Pattern and List of Directors as on the Application Date
4	Copy of MSME Registration Certificate (If Applicable)
5	Copy of GST Registration Certificate (For all states in case registered in multiple states)
6	Registered Office Address Proof alongwith Ownership Details of that Address or Rent Agreement
7	If Proposed Unit is on Rented Land/Premises then Rent Agreement for the same
8	Detailed Report on Past and Future Sales/Revenue Models Across Business Lines - Business Profiler
S. No.	Financial Documentation for Companies Operating Beyond One Financial Year
1	Copy of GST Returns for Current Financial Year i.e. April to Till Date (For all states in case registered in multiple states)
2	Copy of Complete Set of Financials for the last 3 financial years after the company formation
	2a) Income Tax Return (Acknowledgement)
	2b) Computation of Income
	2c) Profit and Loss A/c
	2d) Balance Sheet
	2e) Tax Audit Report (3CA, 3CB etc.), Auditors Report and Director's Report
	2f) All Schedules / annexure [Complete Set as per P&L and B/S]
3	Copy of Latest 3 Years Form-26AS of Company the last 3 financial years after the company formation
4	Complete Set of Provisional Financials for the current financial year duly certified by CA and Director
	4a) Profit and Loss A/c
	4b) Balance Sheet
	4c) All Schedules / Accounting Notes / annexure [Complete Set as per P&L and B/S]
5	Debtors and Creditors List for Last and Current FY
6	Ageing for Debtors as <90 Days, <180 Days and >180 Days for the last 3 financial years after the company formation
7	Ageing for Creditors as <90 Days, <180 Days and >180 Days for the last 3 financial years after the company formation
8	Up to date 12 month's Statement of all Current (Soft Copy in PDF Format is must)
9	Complete Debt Profile of Firm with Sanction Letters and/or Statement of Existing Loan Facilities (If Any)
S. No.	Government Approvals and Licenses as per Industry Standards : Applied or Approved
1	Clinical Establishment Act Registration – Mandatory in states following the Clinical Establishments Act, 2010.
2	Nursing Home Registration
3	Drug License
4	Blood Bank License (if operating a blood bank)
5	Biomedical Waste Management Authorization / License
6	Radiology/ X-ray Equipment Approval / License
7	Environmental / Pollution Clearance
8	Fire Safety Clearance (NOC)
9	ICU and Operation Theater Approvals
10	Medical Tourism License – Required if serving international patients.
11	Organ Transplant Registration / Permission
12	MTP (Medical Termination of Pregnancy) License
13	Mental Health Institution License
14	Stem Cell Research and Therapy Approval
15	Medical College/Training Institute License – If the hospital has a teaching/training program, approval from: NMC/NBE
16	Telemedicine License – If offering remote Healthcare Services
17	Electricity Connection along with the required Load Details
18	Food Safety License (FSSAI)
19	Lift Installation License (if applicable) – From the State Electrical Inspectorate.
20	Water Connection, Sewage & Waste Disposal Clearance
21	Any additional licenses, certifications, NOCs, or permissions that may be required for Special Specialization.
S. No.	Quotations
1	Civil Construction & Structural Work
	1a) Site Survey & Soil Testing Quotation – Cost of geotechnical survey and site evaluation.
	1b) Architectural & Structural Design Quotation – Fees for architects, structural engineers, and consultants.
	1c) Foundation & Excavation Work Quotation – Cost of excavation, land leveling, and piling.
	1d) RCC Structure & Framing Quotation – For concrete, steel reinforcement, columns, beams, and slabs.
	1e) Brickwork & Masonry Quotation – Cost of bricks, cement, sand, and labor for walls.
	1f) Plastering & Finishing Quotation – Interior and exterior wall finishing.
	1g) Roofing Quotation – Materials like RCC, steel, or other types of roofing.
	1g) Doors & Windows Quotation – Cost of aluminum, wooden, or uPVC doors/windows.

2	Flooring & Interior Finishing
	2a) Tiles & Marble Quotation – For hospital floors, walls, and countertops.
	2b) False Ceiling Quotation – Gypsum, metal, or PVC false ceilings for rooms and operation theaters.
	2c) Painting & Wall Finishing Quotation – Interior and exterior paints (anti-bacterial paint for hospitals).
	2d) Partition & Paneling Quotation – Aluminum, glass, or wooden partitions.
	2e) Modular Furniture & Wardrobes Quotation – For hospital reception, doctor’s rooms, and offices.
3	Electrical & Plumbing Work
	3a) Electrical Wiring & Cabling Quotation – For power supply, lighting, and sockets.
	3b) Power Backup (Generator & UPS) Quotation – Required for uninterrupted hospital operations.
	3c) HVAC (Heating, Ventilation & Air Conditioning) Quotation
	3d) Medical Gas Pipeline System (MGPS) Quotation – Oxygen, nitrous oxide, and vacuum pipeline installation.
	3e) Plumbing & Sanitary Quotation – Water supply, drainage, and sanitation systems.
	3f) Water Supply & Storage Quotation – Borewell, water tanks, RO plant, and water treatment system.
4	Safety & Security Systems
	4a) Fire Fighting & Fire Alarm System Quotation – Sprinklers, extinguishers, and alarms.
	4b) CCTV & Surveillance Quotation – Security cameras and monitoring systems.
	4c) Public Address & Communication System Quotation – Intercom and emergency communication systems.
	4d) Access Control & Biometric System Quotation – Security access for staff and restricted areas
5	Medical & Hospital Equipment
	5a) Operation Theater (OT) Equipment Quotation – Lights, tables, anesthesia machines, etc.
	5b) ICU & Ventilator Equipment Quotation – ICU beds, ventilators, monitors, etc.
	5c) Radiology & Imaging Equipment Quotation – X-ray, CT scan, MRI machines.
	5d) Pathology & Laboratory Equipment Quotation – Microscopes, centrifuges, blood analyzers.
	5e) Blood Bank Equipment Quotation – Refrigerators, blood collection monitors, storage systems.
	5f) Hospital Furniture Quotation – Beds, stretchers, trolleys, examination tables.
6	Quotation for Commercial Vehicles (Ambulance Procurement etc.)
7	IT & Digital Infrastructure
	7a) Hospital Management Software (HMS) Quotation – Patient record management, billing, and scheduling software.
	7b) Networking & Server Setup Quotation – Internet, data storage, and cloud solutions.
	7c) Digital Display & Signage Quotation – LED screens, wayfinding systems, and patient information boards.
8	Waste Management & Environment Control
	8a) Biomedical Waste Disposal System Quotation – Incinerators, autoclaves, color-coded bins.
	8b) Sewage Treatment Plant (STP) Quotation – For wastewater treatment and disposal.
	8c) Air Purification System Quotation – HEPA filters, air purifiers for infection control.
9	Miscellaneous & Specialized Services
	9a) Landscaping & Exterior Development Quotation – Gardens, parking, and pathways.
	9b) Laundry & Housekeeping Equipment Quotation – Industrial washing machines, dryers, linen supply.
	9c) Cafeteria & Kitchen Equipment Quotation – Commercial kitchen setup for hospital food supply.
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S. No.	Documents For Individuals (All Directors, Shareholders and Property Owners)
1	Copy of PAN Card (Mandatory)
2	Copy of Adhaar Card (Both Side Mandatory)
3	Copy of Passport (Mandatory)
4	Five Passport Size Photographs for Each
5	Present Residence Address Proof (Latest Electricity or other Utility Bill)
6	Latest 3 Years Income Tax Returns with Computation of Income
7	Up to date 12 month Saving Bank Statement (PDF)
8	Copy of Latest 3 Years Form-26AS
9	Complete Debt Profile of Individuals with Sanction Letters and/or Statement of Existing Loan Facilities (If Any)
10	CA Certified Net Worth Statement as on the application date
S. No.	Primary Security and Collateral Ownership (Title) Documents
1	Title Deed (Sale Deed / Gift Deed / Conveyance Deed / Lease Deed) – Proof of property ownership
2	Jamabandi / Khasra-Khatauni / Revenue Record of Rights (ROR) – Land ownership record in rural areas
3	Site Plan / Mauka Patwari Reports Etc. – Layout of the property and its location
4	Land Conversion Certificate / CLU (If Agricultural Land Converted for Commercial Use)
5	Encumbrance Certificate (EC) – Confirms that the property is free from legal or financial liabilities : Applied or Approved
6	Building MAP Approval for the Proposed Unit/Building/Shed : Applied or Approved
S. No.	Important Notes
1	CIBIL checks of Company as well as personal are mandatory before any documentation.
2	Any further analysis of documentation would be done post execution of the contract.