



No. 5(61)/2023-24/PMS/5(I)A Claims
GOVERNMENT OF INDIA
MINISTRY OF MICRO, SMALL & MEDIUM ENTERPRISES
O/o DEVELOPMENT COMMISSIONER (MSME)
PMS DIVISION

Nirman Bhawan, New Delhi
Dated: 10.06.2025

OFFICE MEMORANDUM

Subject: Settlement of Reimbursement Claims under Component 5(I)(A) of PMS Scheme – Regarding

Sanction orders worth approx. ₹30 crore have been issued in favour of around 4100 MSEs for trade fair participation during FY 2024-25, vide orders dated 11.04.2025 and 26.05.2025.


2. To ensure timely disbursal of claims of the MSEs mentioned in the aforementioned sanctions, the following actions are to be taken:-

- i. All MSME-DFOs shall complete reimbursement to MSEs by 20.06.2025, against the issued sanction
- ii. DFOs shall update claim settlement status regularly on the Google Sheet shared by PMS Division.
- iii. Further, as per current data, for the FY 2024-25, **202 claims are pending at the DFO level**, while **567 claims are pending with MSEs for want of clarifications** sought by the respective DFOs (Annexure-A). Accordingly, DFOs are directed to immediately forward all pending claims for the FY 2024-25 to this Division.
- iv. Further, DFOs are directed to forward all claim request received from MSEs for fairs held during FY 2025-26 to this Division (Annexure B), at the earliest.

3. It is also informed that for claims pending with MSEs for FY 2024-25 in want of clarifications/necessary documents, an email is being issued to the concerned MSEs instructing them to submit the complete and updated claims to the concerned DFOs within 30 days. It is clearly stated in the said email that failure to do so will result in rejection of the claim without any further notice.

4. This issues with the approval of the competent authority.

Encl: As above


(Karuppannan Dhayalan)
Joint Director
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To

Head of Office
All the MSME-DFOs

Copy to

1. ADC (PMS), O/o DC MSME.
2. Guard File

Annexure-A

MSME-DFO	Pending with DFO	Pending with MSE in want of clarification/documents
MSME-DFO Agartala	1	
MSME-DFO Agra	1	3
MSME-DFO Ahmedabad	4	49
MSME-DFO Allahabad	2	
MSME-DFO Bangalore	21	
MSME-DFO Chennai	2	40
MSME-DFO Cuttack		42
MSME-DFO Delhi	32	157
MSME-DFO Goa		1
MSME-DFO Haldwani		1
MSME-DFO Hubli	4	
MSME-DFO Hyderabad		3
MSME-DFO Indore	35	7
MSME-DFO Jaipur	31	10
MSME-DFO Jammu and Kashmir		1
MSME-DFO Kanpur	4	17
MSME-DFO Karnal	7	1
MSME-DFO Kolkata	35	
MSME-DFO Ludhiana		9
MSME-DFO Mumbai	6	117
MSME-DFO Muzaffarpur	5	4
MSME-DFO Nagpur	10	7
MSME-DFO Patna		1
MSME-DFO Raipur		31
MSME-DFO Ranchi	2	52
MSME-DFO Thrissur		3
MSME-DFO Visakhapatnam	1	10
Total	203	566

Annexure-B

MSME-DFO	Pending with DFO
MSME-DFO Agra	31
MSME-DFO Ahmedabad	29
MSME-DFO Allahabad	3
MSME-DFO Bangalore	30
MSME-DFO Chennai	82
MSME-DFO Cuttack	54
MSME-DFO Delhi	81
MSME-DFO Haldwani	1
MSME-DFO Hubli	1
MSME-DFO Hyderabad	12
MSME-DFO Indore	44
MSME-DFO Jaipur	71
MSME-DFO Kanpur	12
MSME-DFO Karnal	21
MSME-DFO Ludhiana	26
MSME-DFO Mumbai	42
MSME-DFO Muzaffarpur	11
MSME-DFO Solan	1
MSME-DFO Thrissur	66
Total	618

