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***ТЕМПЕРИ ЛОДЖИСТИКС ЕООД***

***TEMPERI LOGISTICS LTD***

**Член на Тьрговско-Промышлена Палата Стара Загора**

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**Project Questionnaire**

**Project name**

1. **Basic Information about the Initiators of the Project:**
* about the company or group of companies;
* about the owner or owners;
* about intermediaries and other interested persons.
* organizational structure:
	+ existing technological processes;
	+ existing management system.
1. **Reasons and Purposes of the Interested Party Search:**
	* needs and reasons for their occurrence;
	* what the project initiator wants from the involved party\*.

\*Examples: investor with share without management, creditor, partner with share and management, other…

1. **Proposed Distribution of Spheres of Influence and Responsibility:**
* for initiators:
	+ roles;
	+ areas of responsibility;
	+ risks and proposed ways to mitigate them;
* for the involved party:
	+ roles;
	+ areas of responsibility;
	+ risks and proposed ways to mitigate them;
1. **Description of the project:**
* description of the essence of the project;
* required raw materials and materials, energy carriers;
* competitive advantages;
* limitations;
* the ways of protecting the existing ideas and technical solutions;
* whether there are patents for similar solutions and what is their difference;
* what permits may be required;
* the duration of the operating cycle for production;
* whether seasonality is expected and its impact on the project as a whole:
	+ of the project itself;
	+ of raw materials and materials;
	+ of consumers;
	+ ecology and labor protection:
* required environmental measures;
* required labor protection measures;
	+ project development strategy;
	+ project objectives;
	+ steps necessary for the successful implementation of the project;
	+ possible risks, ways of their leveling or minimization.
1. **Project Development History:**
* project development dynamics:
* the reasons for the project;
* how long the project has been in existence;
* what stage the project is at;
* achievements in the promotion of the project;
* project development prospects;
* existing investments in the project:
* intangible;
* material;
* terms of investments;
* assessment of the effectiveness of investments;
* accumulated experience and achievements.
1. **Marketing and Market Analysis:**
* market needs and their causes;
* latest assessments of the world market and local markets, development trends:
	+ market of raw material base\*;
	+ possible sales markets\*;
* larger, similar and smaller competitors, their strengths and weaknesses;
* purchase, promotion and sale of:
	+ description of the main and alternative suppliers of raw materials and materials;
	+ logistics costs;
	+ product promotion strategy:
		- сегменты потребителей; customer segments;
		- sales geography and description of logistics;
		- opportunities and risks to increase sales.

*\*Indicate name of companies, prices, volumes in cash and volume, production capabilities, free volumes, delivery times, etc.*

1. **Organizational Parameters:**
* where the raw material base and its suppliers is, alternative supply options;
* where and how it is planned to organize the technological process, its main stages and their territorial division;
* where the main potential consumers are located;
* timing of preparatory work and reaching pilot capacity;
* project implementation period - planning horizon.
1. **Technological parameters:**
* required assets for the project:
* for property;
* for lease - description, condition, terms of contracts;
	+ list of required equipment:
* general description of the main equipment, brand, model, photo;
* possible suppliers;
* production characteristics of the equipment;
* energy consumption characteristics;
* useful life or resource of equipment;
* time of forced downtime during maintenance, frequency;
* unit price of equipment, quantity and amount;
* maintenance costs;
* technological areas and their types:
	+ for a piece of equipment;
	+ for transport communications and organization of the process;
	+ total area required, including:
		- open areas and ways and their characteristics\*;
		- buildings and structures and their characteristics\*.

*\*Examples - storeys, access roads, communications and their characteristics, remoteness from other objects, etc.*

1. **Production Parameters:**
* description of technological processes;
* required structure of raw materials and materials;
* types of products, their composition, characteristics and properties;
* administrative and production staff, required qualifications;
* anticipated work schedule;
* planned volume of production in physical and monetary terms;
* packaging and branding;
* possible share of defects, relative and absolute value in physical and monetary terms, and its reasons:
	+ defects recycling possibilities and costs;
	+ recycling of defects.
1. **Investment Parameters:**
* required amount of funding:
	+ share provided by the project initiators;
	+ share required from the involved party;
* structure of expenses, amounts, terms of allocation and periods of disbursement of funds:
	+ for capital investments at the start of the project;
* preparation of documentation;
* construction and installation works;
* transportation and insurance of equipment and raw materials
* commissioning works
* other;
* for equipment;
* for working capital and what period;
* payment for the use of capital.
1. **Planned Economic Indicators:**
* Expected unit cost of production;
* Detailed calculation:
	+ fixed costs:
		- rent and other overhead costs;
		- payroll and taxes;
		- other.
	+ variable costs:
		- raw materials and materials, services;
		- energy carriers;
		- payroll and taxes;
		- other.
* Expected break-even point in physical and monetary terms, at the lowest possible selling price.
1. **Planned Financial Indicators:**
* Event horizon;
* Price and sales volume in physical terms;
	+ Sales income;
		- Cost of raw materials and materials, services;
	+ Gross profit;
		- Payroll
		- Rent and other overheads expenses
		- Реклама и продвижение; Advertising and promotion;
		- Amortization of equipment and capital investments;
		- Interest payments and deductions;
	+ Profit before taxes;
		- Income tax, VAT;
	+ Net profit;
* Expected payback period.
1. **Parallel and Alternative Development Scenarios:**
	* alternative options for using the equipment;
	* alternative types of raw materials, materials, services;
	* alternative types of goods, services;
	* opportunities for modernization and improvement of equipment;
	* possibilities of automation;
	* horizontal and vertical expansion options;
	* opportunities to take over smaller competitors;
	* other.



Project Development Department

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