



9000 България, гр. Варна, бул. Владислав Варненчик 9 ет. 2 ап. офис шоу-рум  
9000 Bulgaria, Varna, 9 Vladislav Varnenchik Blv., fl. 2, office-showroom

Company Registration № (ЕИК): 206032947  
VAT Number: BG206032947

Web page: [www.temperi-logistics.com](http://www.temperi-logistics.com)  
E-mail: [temperilogistics.bg@gmail.com](mailto:temperilogistics.bg@gmail.com)

## 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.

#### 2. 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...

#### 3. 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;

#### 4. 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.

### **5. 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.

### **6. 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 потребителй; 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.*

### **7. 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.

## 8. 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.*

## 9. 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.

## 10. 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.

### 11. 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.

### 12. 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.

### 13. 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.

