

C. Questionnaire

The statistics to be collected through this questionnaire are kept confidential as per the statistical act 1958. Any particular information to any trade establishment will not be published individually; information will be published collectively for statistical purposes only.

Distributive Trade Survey, 2008

Questionnaire

Government of Nepal
National Planning commission Secretariat
Central Bureau of Statistics
Ramshah Path, Thapathali
Kathmandu

Phone No: 4245946, 4245947, 4245948, 4245848

Fax No: 4227720

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District Code		Municipality/VDC			Form Number		

A brief introduction of Distributive Trade Survey, 2065

Trade is one of the vital components of an economy. It can be classified into two groups – domestic and foreign trade. Domestic trade which is also known as internal trade comprises wholesale and retail trade including other trading activities. Wholesale and retail trade on goods has significant contribution to an economy. In this context, the distributive trade survey, 2065 with an aim of studying on wholesale and retail trade of goods is going to be conducted for the first time in Nepal.

The main objective of carrying out trade survey, 2065 is to estimate trade margin ratio, employment, wages and salaries, change of inventories and other economic transactions occurred in this sector. The output of the survey provides a basis to the government for improving its trade and commercial policy timely. Furthermore, the results of the survey are also expected to be useful for planner, policy maker, researcher, trader and entrepreneur and other stakeholders to assess the prevailing challenges and opportunities in the trade sector.

Points to be considered while filling up a questionnaire

1. The Reference Year for the survey is from *Shrawan* 1, 2064 to *Asar* 30, 2065 (a period of Nepali Fiscal Year 2064/2065). Questionnaire is to be filled up with reference to this period.
2. Information on employment is to be collected based on personnel working at the day of enumeration. If any person is on leave at the day of enumeration, that person should also be recorded as a person working in the establishment.
3. Every box should not be empty in the questionnaire except the boxes designated for official purposes. The sign “X” is to be recorded for any not applicable data item and the sign “0” should be recorded for any zero price or quantity or number. Nepali letters and number are to be used while filling the questionnaire except for asking to write in English in the questionnaire.

1 Introduction of Trade Establishment	
1.01 Name of Establishment :	
1.02 District :	1.03 Municipality/VDC :
1.04 Ward No. :	1.05 Tole/Village :
1.06 PAN No. :	1.07 Phone No. :
1.08 Name & Address of Contact Office :	
1.09 Date of Operation :	1.10 Name of Respondent :

2 Legal Status		
1. Individual	2. Cooperative	3. Private Limited
4. Partnership	5. Other	
3. Types of Trade Establishment		
1. Single Establishment	2. Multi Establishment	
4. Types of Business		
1. Wholesale Trade	2 Retail Trade	

5. Major Activities	NSIC Code			
1.				
2.				
3.				
4.				
5.				

Note: Dealer, Commission, Agent and Mediator are included in Wholesale Trade

6. Information on Employment, Salary and Other Benefits

6.1 Employment

S. No.	Type of Employments	Paid		Unpaid		Total	
		Male	Female	Male	Female	Male	Female
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
1	Proprietor or Active partner						
2	Family member or Other persons						
3	Manager						
4	Administrative personnel						
5	Technical personnel						
6	Sales Persons						

6.2 Salary and Other Benefits

(In Thousand Rupees)

S. No.	Type of Employments	Salary and Wages	Provident Fund	Insurance Premium for employees	Other benefits	Total
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1	Manager					
2	Administrative personnel					
3	Technical personnel					
4	Sales Persons					

9. Other Income

S. No.	Description	Annual Income in thousands
(1)	(2)	(3)
1	Contract or Commission	
2	Repair and maintenance done for other	
3	Rental income from building, structures and machineries	
4	Rent income from land	
5	Rent income from transport equipment	
6	Subsides during reference period	
7	Other Income	
Total		

10. Operating Cost

S.N.	Description	Annual cost (In thousands)
(1)	(2)	(3)
1	Goods purchased not for sale	
2	Rent (Building, structure and machinery)	
3	Rent for land	
4	Rent for Vehicles	
5	Transportation/loading/unloading{	
6	Electricity and water	
7	Fuels	
8	Petty repair and maintenance	
9	Premiums	
10	Communication	
11	Printing	
12	Consultancy and Commission	
13	Advertising	
14	Traveling	
15	Donation	
16	Others	
Total		

11. Stock

S.N.	Description	At the beginning of the reference year (in thousands)	At the end of the reference year (in thousands)	Change in stocks during the reference year (4) – (3)
(1)	(2)	(3)	(4)	(5)
1	Goods purchased for sale			
2	Other stock (Fuels and non durable goods)			
3	Total			

12. Tax and Fees

S.N.	Description	Paid Amount (in thousands)	Collection Amount (in thousands)
(1)	(2)	(3)	(4)
1	Value Added Tax (VAT)		
2	Local Tax		
3	Renewal and registration fee		
4	Other tax and fees		

13. Financial Transaction

S.N.	Description	Purchase/Receive Rupees in Thousand	Invest/sale/Paid-up Rupees in Thousand
(1)	(2)	(3)	(4)
1	Loan		
2	Share		
3	Security		
4	Bond		
5	Interest/Dividend		

14. Major Problems (Write '1, 2, 3....' on appropriate place in priority basis)

S.N.	Major Problems	Code
1	Lack of capital	
2	Due to business policy	
3	Monopoly	
4	High rent	
5	Black market	
6	Strike	
7	Other specify (.....)	
8	No problem	

Name of Supervisor:

Name of Enumerator:

Signature:

Signature:

Date:

Date: