

STP-KOLKATA



**APPLICATION FOR
SETTING-UP UNIT UNDER
SOFTWARE TECHNOLOGY PARK (STP)
SCHEME FOR 100% EXPORT
OF COMPUTER SOFTWARE**

**(Combined Form for Letter of Permission and
Foreign Collaboration/Investment)**

APPLICATION FORM

I. LOCATION OF THE STP UNIT:

II. NAME OF THE APPLICANT UNDERTAKING:

III. ADDRESS IN FULL OF THE REGISTERED
OFFICE OF APPLICANT UNDERTAKING:
(with Pin Code, Telephone , Fax & E-Mail)

IV. ADDRESS IN FULL OF THE LOCATION
OF THE STP UNIT:
(with Pin Code, Telephone, Fax & E- Mail)

V. WHETHER THE APPLICANT HAS STP UNIT
AT OTHER LOCATIONS:
(Please tick (/) the appropriate box)

YES

NO

Sl.No.	LOCATION NAME
1.	
2.	
3.	
4.	
5.	

Contd...2/

VI. WHETHER THE PROMOTER(S) HAVE PROMOTED ANY OTHER UNDERTAKING(S) WHICH IS (ARE) REGISTERED UNDER STP SCHEME.

(Please tick (/) the appropriate box.)

YES NO

If YES, provide following details :

S.NO	Name of the Promoter	Name of STP Unit promoted	Location
1.			
2.			
3.			
4.			
5.			

VII. STATUS OF THE APPLICANT UNDERTAKING.

(Please tick (/) the appropriate box.)

- Central Government Undertaking
- State Government Undertaking
- Co-operative Undertaking
- Joint Sector Undertaking.
- Assisted Sector Undertaking
- Private Sector Undertaking
- Individual Promoter/Partnership

VIII. BRIEF BACKGROUND OF THE APPLICANT(S) :

(Give details of Professional background, existing lines of business etc.)

IX. TYPE OF PROPOSAL :

- A. Indicate whether this proposal is for
(Please tick (/) the appropriate box.)

- Establishment of STP unit.
- Expansion of existing STP Unit
- Conversion from other scheme to STP Unit
- Conversion from DTA to STP Unit

- B. If the investment is proposed to be undertaken for A (1,3,& 4) a new Undertaking ,indicate name proprietors, partners of Board of Directors with full details of their addresses & occupation.

X. **CAPITAL STRUCTURE FOR PROPOSED COMPANY : (Rs. in lacs)**
(In case of companies registered under the Indian Companies Act,1956)

(A) PATTERN OF EQUITY SHARE HOLDING:

Investors	Percentage
Central Government	
State Government	
Promotion of Public	

(B) EQUITY:

	Existing	Proposed
Authorised Capital		
Subscribed Capital		
Paid-up Capital		

(C) PATTERN OF SHARE HOLDING IN THE PAID UP CAPITAL

		Existing		Proposed	
		Amount	Percentage	Amount	Percentage
(a)	Foreign Holding :				
	(i)Direct Participation				
	(ii)Indirect Participation				
	(iii) Total (I+II)				
(b)	Non-Resident Indian Company/individual holding				
	(i) Repatriable				
	(ii) Non-Repatriable				
(c)	Resident holding				
(d)	Total equity (a+b+c)				
(e)	Commercial borrowings				
	External				
	Internal				
(f)	Any other source				
(g)	Total Investment				

(D) PARTNERS' / PROPRIETOR'S CAPITAL

(In case of Partnership / Proprietorship unit)

		Existing		Proposed	
		Amount	Percentage	Amount	Percentage

XI. PROJECTED EXPORT OVER 5 YEARS

Year					TOTAL
1 st	2 nd	3 rd	4 th	5 th	

XII. REQUIREMENT OF CAPITAL GOODS

	Year					Total
	1 st	2 nd	3 rd	4 th	5 th	
(A) CIF Value of imported Capital Goods including software on Direct Purchase basis.						
(B) CIF Value of imported Capital Goods including software on loan/lease or free of cost basis						
(C) Total CIF Value of Capital Goods including software (A+ B)						
(D) Total Value of Capital Goods to be purchased indigenously.						

XIII. IS ANY FOREIGN COLLABORATION(WHETHER FINANCIAL, TECHNICAL MARKETING OR CONSULTANCY) ENVISAGED? IF SO, GIVE FOLLOWING DETAILS :

(Please tick (/) the appropriate box.

YES NO

(If Yes, fill-up seperate **FORM FC**)

STATEMENT SHOWING PROJECTED NET FOREIGN EXCHANGE EARNING FOR 5 YEARS (NFE) :
(To be annexed with the Application for renewal of STP registration)

Particulars		Year (Rs. in Lacs)					Total value(in USS)
		1st	2nd	3rd	4th	5th	
A.	Foreign Exchange Inflow (Export Value)						
B.	Foreign Exchange out go on:						
	i) CIF Value of Import of Capital Goods including software, on outright purchase basis						
	ii) CIF Value of Capital Goods including software, on lease, loans or free of cost. NOTE: <i>In respect of Capital goods imported on loan, lease or free of cost basis as indicated in XII(B) the CIF value of Capital goods shall be included on prorata basis for the period it remains in the unit under bond.</i>						
	iii) TOTAL (i + ii)						
	iv) Import of raw materials and components.						
	v) Import of spares and consumables						
	vi) Repatriation of dividends and profits to foreign collaborators .						
	vii) Royalty						
	viii) Lump sum know-how fee						
	ix) Design and drawing fee						
	x) Payment on training of Indian technicians abroad.						
	xi) Payment to foreign technicians						
	xii) Commission on export.						
	xiii) Foreign travel						
	xiv) Amount of interest to be paid on external commercial borrowing/ deferred payment credit(specify details.)						
	xv) Any other payments(specify details)						
	xvi) Total (iii) to (xiii)						
C.	NFE = A-B						

XV. EXPORT PERFORMANCE

The unit shall be a positive net foreign exchange earner. Net Foreign Exchange Earnings (NFE) shall be calculated cumulatively for a period of five years according to the formula given below. Items of manufacture for export specified in the letter of Permission (LOP) alone shall be taken into account for calculation of NFE.

Positive NFE = A – B >0

Where, NFE is Net Foreign Exchange Earning.

- ‘A’ is the FOB value of exports by the STP unit ; and
- ‘B’ is the sum total of the CIF value of all imported inputs and the CIF value of all imported capital goods, and the value of all payments made in foreign exchange by way of commission, royalty, fees, dividends, interest on external borrowings during the first five year period or any other charges. “Inputs” mean raw materials, intermediates, components, consumables, parts and packing materials.

S.No	Particulars	Year					Total
		1 st	2 nd	3 rd	4 th	5 th	
A.	Value of Exports as per XIV(A):						
B.	Foreign Exchange out as per XIV(B):						
C.	Net Foreign Exchange Earning as per XIV(C):						

XVI. STAFF PROPOSED TO BE EMPLOYED IN THE SOFTWARE DEVELOPMENT

Sl.	Type	Existing	Proposed					Total Existing & Proposed
			1 st	2 nd	3 rd	4 th	5 th	
(a)	Managerial							
(b)	Supervisory							
	(i) Technical							
(c)	(ii) Non Technical							
	Other categories, if any							
TOTAL								

XVII. DETAILS OF DEVELOPMENTAL ACTIVITIES

A) Area of expertise in Software Development
(Please tick (/) the appropriate box)

- System Software Development
- System Software Conversion
- Design and implementation of management information system and decision support system
- Production Management and inventory control.
- Project feasibility studies and project monitoring systems.

- Microprocessor based Software
- Communication Software
- CAD/CAM/CIM/FEA
- Expert System
- Back office/Remote Data Entry
- Application Re-Engineering
- IT-enabled services (**Please specify**)
- Any others (**Please specify**)

(B) Item Code: Indian Trade Clarification as per harmonized system

-

XVIII. DATA COMMUNICATION REQUIREMENT (Current/Projected)

STPI provides world wide datacom services through its own gateways. It provides International Private Leased Circuits (IPLCs) and Internet Services to the Software Exporters. Units may contact the respective Centres for detailed information on service types and charges.

XIX. Whether the applicant has been issued any Industrial licence or Letter of Intent so far under 100% Export Oriented Unit (EOU)/ Export Processing Zone (EPZ) Scheme under Normal Industrial Licensing Scheme for domestic tariff area. If so, full particulars of each Letter of Intent/ Industrial License/ Permission Letter issued to him with reference number , date of issue of items of manufacture and progress of implementation of each such Letter of Intent/ Industrial License/ Permission Letter.

XX. (a) Indicate whether the applicant or the Undertaking or any of the Partner/ Director of Undertaking who is a Partner/ Director of another Company or its associate concerns, have been penalised/warned for violation of ITC regulation or custom regulations.

(b) If answer to part(a) is in affirmative, then give details.

- XXI. (a) Indicate whether the applicant or the Undertaking or any of the Partner/ Director who is also a Partner/Director of another company or its associate concern have been debarred or placed in abeyance from getting any Licence/ Letter.
- (b) Indicate whether the applicant or Undertaking or any of the Partner/Director who is also a Partner/Director of another Company or its associate concern have been issued notice by the Government of India, or Letter of Intent/Permission Letter.
- (c) If reply to part(a) and/or (b) is in affirmative, then give details.

UNDERTAKING

I/We hereby undertake that

- (i) The capital equipment(hardware/software)required for software development, imported by us would be used for production of computer software for 100% export in STP scheme.
- (ii) The unit is amenable to bonding by customs.
- (iii) That I/We will abide by other conditions which may be stipulated by the Ministry of Information Technology, Government of India.
- (iv) I/We hereby declare that above statements are true and correct to the best of my/our knowledge and belief. I/We fully understand that any Letter of Intent/Permission Letter granted to me/us on the basis of the statement furnished is liable to cancellation or being made ineffective. In addition to any other penalty that the government may impose or any other action that may be taken having regard to the circumstances of the case, if it is found that any of the statements or facts therein are incorrect or false.
- (v) I/We hereby undertake to fulfill the export obligation as per Exim Policy inforce.

(Signature with full name)

Designation :.....

Place :.....

Full Address:.....

.....

.....

Date :

Stamp & Seal of the Company: