

GOVERNMENT OF KARNATAKA

Directorate of Information Technology and Biotechnology

**APPLICATION FORM FOR REGISTRATION OF INFORMATION
TECHNOLOGY OR BIOTECHNOLOGY COMPANY / PARK**

1.0 Name of the Undertaking / :
Promoter

2.0 Address :
1] Registered Office :

Ph: Fax: E-mail:

2] Factory / Production Unit / Park:

Ph: Fax: E-mail:

3.0 Status of promoter / industrial undertaking
[Please tick [] appropriate box]

- [1] Central Government Undertaking
- [2] State Government Undertaking
- [3] State Industrial Development Corporation
- [4] Cooperative Undertaking.
- [5] Joint Sector Undertaking.
- [6] Assisted Sector Undertaking.
- [7] Private Sector Undertaking.
- [8] Individual Undertaking.

3.1 Registrar of Companies Registration No. [if registered] and date

- [1] Registration No:
- [2] Date of Registration:

3.2 Indicate whether this Registration is for :

- [1] Establishment of a New Undertaking.
- [2] Effective substantial expansion.
- [3] Diversification of Activity.
- [4] Existing Activity.

4.0 Main items of Manufacture / Activities :

4.1 [1] Proposed Annual capacity :

[2] Existing Capacity :

[3] Unit of Capacity :

4.2 By Products or Co-products :

Sl. No.	By Product or Co-product	Proposed annual capacity	Existing Capacity
1			
2			
3			

5.0 Investment :

[A] Land : Rs.
[for rented premises capital value
of the same to be indicated]

[B] Building : Rs.

[C] Equipments, Plant & Machinery : Rs.

Total Rs.

6.0 Financing Pattern :

[A] Equity

Resident Indian Rs.

Non-Resident Indian Rs.

Foreign Rs.

Total Rs.

[B] Borrowings

Public Financial Institution Rs.

Public borrowing Rs.

Other Sources Rs.

Total Rs.

[C] Promoter's contribution : Rs.

7.0 Power

[A] Proposed requirement HP/KW : _____
(1HP=0.795KW)

[B] Existing : _____

[C] Source of Power : _____
(Electricity/DG Set/Other Source)

8.0 Employment

[A] Proposed : Nos.

[B] Present : Nos.

9.0 Actual / Expected date of Production /
Commissioning the Project :

10.0 Applicants Profile :
[A] Male / Female :
[B] SC/ST/BC/Others :
[C] Engineering Graduate / Others :

11.0 KST NO. :
CST NO. :

I / we hereby declare that the above statements are true and correct to the best of my knowledge and belief.

[Signature of Promoter / Director]

FOR OFFICE USE ONLY

1. Registration No. :

2. Date of Registration :

3. Status of the Undertaking :

4. Category of the Unit :

5. Activity :

6. Recommendations of Verifying officer :

7. Recommendations of CAO – K-BITS :

DIRECTOR – IT & BT.

Processing Fee:

<u>Details</u>	<u>Processing Fees</u>
IT & BT Company	Rs. 10,000/- + (14% Service Tax)
IT & BT Park	Rs. 20,000/- + (14% Service Tax)
Processing fees towards extending incentives and concessions to IT & BT companies.	
Project Cost – Up to 50 Million (5 Crores)	Rs. 20,000/- + (14% Service Tax)
Project Cost – 50 to 100 Million (5 -10 Crores)	Rs. 40,000/- + (14% Service Tax)
Project Cost - 100-150 Million (10 -15 Crores)	Rs. 60,000/- + (14% Service Tax)
Project Cost - 150-500 Million (15 -50 Crores)	Rs. 70,000/- + (14% Service Tax)
Project Cost - 500-1000 Million (50 -100 Crores)	Rs. 1,00,000/- + (14% Service Tax)
Project Cost - Above 1 Billion (Above 100 Crores)	Rs. 2,00,000/- + (14% Service Tax)
Project Cost - Above 10 Billion (Above 1000 Crores)	Rs. 4,00,000/- + (14% Service Tax)

-----*****-----

*) DD in favor of “**Karnataka Biotechnology and Information Technology Services, Bangalore**”.

Address for submitting your Application:

Managing Director,
KBITS,
Directorate of Information Technology & Bio Technology
BMTc- Central Offices Building
2nd Floor, “A” block,
K H Road, Shanthi Nagar,
Bangalore-560 027
Ph:22270013/22231006/22231007 Fax:22270144

Check list

ANNEXURE - I

DOCUMENTS REQUIRED FOR REGISTRATION OF AN IT / BPO / BioTech COMPANY / PARK etc.,

1. Application in prescribed form.
2. Land document viz., khatha, lease agreement of the building in occupation / KIADB / KSSIDC - land allotment letter, etc.,
3. Certification of incorporation.
4. Project report.
5. STPI registration letter / permission letter.
6. **DD for Rs.10,000/- → [in case of IT / BPO / Biotech companies]
/ Rs.20, 000/- → [in respect of IT / BPO / Biotech PARKS],
in favor of “**Karnataka Biotechnology and Information
Technology Services, Bangalore**”.**

ANNEXURE - II

DOCUMENTS FOR OBTAINING ELECTRICITY TARIFF CONCESSION CERTIFICATE*:

- **The power tariff concession extended to the Software Development companies in para 9.13 Of the 'Mahithi'- the Millennium IT Policy launched vide Government Order No. ITD 20 POL 2000 dated 24.05.2000.**
 1. Representation on company's letter head.
 2. Copy of registration certificate issue by IT Department.
 3. Details of power requirement and consumption.
 4. Copy of power sanction order issued by KPTCL.
 5. Copy of certificate issued by electrical inspectorate.
 6. Copy of khata / lease agreement for the land and building in occupation.
 1. Processing fee on the project cost [which will be intimated at the time of processing the case].
 8. Service certificate issued by KPTCL for having installed separate electronic tri-vector meter to the installation.
 9. Consent letter issued by KPTCL to IT company for using the power sanctioned in the name of building owner (in the case of leased premises.)

ANNEXURE III

DOCUMENTS FOR OBTAINING EXEMPTION FROM PAYMENT OF ENTRY TAX ON MACHINERY, EQUIPMENTS, CAPITAL GOODS AND CONSTRUCTION MATERIALS

For Building IT / Biotech Park:

1. Representation on company's letter head.
2. Registration certificate issued by IT Department.
3. Land records, such as RTC / khatha / conversion letter, sale agreement / joint development agreement entered with land owner, etc.,
4. Project report.
5. Details of machinery, equipments, capital goods, acquired / proposed to be acquired for implementation of the infrastructure projects certified by CA.
6. Undertaking from builder for providing world-class facilities in the IT / BT park and also with regard to minimum built up area of 1 lakh sq. ft.
7. Invoices of machinery, equipment and capital goods worth Rs.1.00 Crore and above for IT projects and Rs.25.00 Lakhs and above for BT projects.
8. Invoices of construction materials worth Rs.25.00 Lakhs and above for IT projects and the invoices of value Rs.10.00 Lakhs and above for biotech projects.
9. Indemnity bond in the prescribed format.
10. Approved plan by competent authority.
11. Processing fee on the project cost [which will be intimated at the time of processing the case].

ANNEXURE-IV

DOCUMENTS REQUIRED FOR ENTRY TAX EXEMPTION CERTIFICATES

1. Representation on letter head
2. Copy of registration certificate issued by IT Department.
3. STPI approval letter for the capital goods.
4. List of capital goods which are subject to Entry Tax already procured and proposed to be purchased indigenously / imported.
5. Bill of entry supported by invoices of each capital goods imported.
6. Letter of credit / loan sanction letter / purchase order.
7. CA certificate for the investment created both for the indigenously and imported goods.
8. Project report.
9. Copy of KST / CST Registration certificate.
10. Indemnity bond in the prescribed format.
11. Copy of khatha extract or copy of lease agreement for the land and building in occupation.
12. Processing fee on the project cost [which will be intimated at the time of processing the case].