

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]

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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:

1. Regarding revision of processing fee, GC accorded approval to the following revised processing fee structure.

Details	Present Processing Fees(As per the 6 th GC approval dated 23/11/2006	Proposed Processing fees (to be revised)
IT & BT Company registration	RS 5,000/-	Rs 10,000/-
IT & BT Park registration fees	Rs 10,000/-	Rs 20,000/-
Processing fees towards extending incentives and concessions to IT & BT companies. Project Cost – Up to 50 Million	Rs. 10,000/-	Rs 20,000/-
Project Cost – 50 to 100 million.	Rs. 20,000/-	Rs 40,000/-
Project Cost - 100-150 Million	Rs. 30,000/-	Rs 60,000/-
Project Cost - 150-500 Million	Rs. 35,000/-	Rs 70,000/-
Project Cost - 500-1000 Million	Rs. 50,000/-	Rs 1,00,000/-
Project Cost - Above 1 Billion	Rs. 1,00,000/-	Rs 2,00,000/-
Project Cost - Above 10 Billion.	Rs. 2,00,000/-	Rs 4,00,000/-

GC approved the revised fee structure applicable to all companies claiming incentives and concession under all the policies unveiled by the Department w.e.f. 01.07.2010.

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- *) 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**”.

Address for submitting your Application :

Managing Director,
KBITS, Department of IT & Biotechnology,
NO: 9, 2nd Floor, UNI Building,
Thimmaiah Road,
Vasanth Nagar, Bangalore-560 052.
Ph:080-22207006.

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 indigenous 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].