



Bangladesh Investment Development Authority (BIDA)

Application for Registration of Industrial Investment Project

To submit Online Registration System just log on to: <http://www.bida.gov.bd>

For Office use

Registration #

Date:

Please Tick (√): Joint Venture Foreign Local

Please Tick (√): Proposed Existing

1.	Company Name/Name of Industrial Project:		
2.	Office Address:		
	House/Plot/Holding Number:	Flat/Apartment/Floor Number:	Road Name/Road Number:
	Post Office (PO):	Post Code/ZIP Code:	Thana/Upazilla:
	City/District:	Telephone #	Fax #
3.	Factory Address		
	Mouja:	House/Plot/Holding/Village:	Flat/Apartment/Floor/Daag:
	Post Office (PO):	Post Code/ZIP Code:	Thana/Upazilla:
	City/District:	Telephone #	Fax #
4.	Name of Principal Promoter:		
5.	Address Principal Promoter:		
	House/Plot/Holding Number:	Flat/Apartment/Floor Number:	Road Name/Road Number:
	Post Office (PO) :	Post Code/ZIP Code:	Thana/Upazilla (Town/City):
	Country:	City/District (County/State):	
	Telephone #	Fax #	E-Mail:
6.	Type of Industry (following International Standard of Industrial Classification):		
7.	Annual Production Capacity (name maximum 5 products):		
	Product Name	Quantity/Pieces	Value Taka (million)
8.	Target Commercial Operation Date:		
9.	Sales (%):	Local: %	Foreign: %
10.	Employees (Male/Female)	Local (Male): Local (Female):	Foreign (Male): Foreign (Female):
11.	Investment:		
	Items	Local (Million Taka/Million US\$)	Foreign (Million Taka/Million US\$)/ (To be imported machinery) Total (Million Taka/Million US\$)
	(a) Fixed Investment:		
	Land		
	Building		
	Machinery & Equipment		
	Other		
	(b) Working Capital (3 months):		
	Total Investment (a+b):		Million Taka
	Total Investment (a+b):		Million US\$

12.	Source of Finance:								
	Local Equity (Taka Million)				Local Equity:	%		
	Foreign Equity (Taka Million)				Foreign Equity:	%		
	(a) Total Equity								
	Total Equity				Million Taka				
					Million US\$				
	Local Loan (Taka Million)				(b) Total Loan (Taka Million)				
	Foreign Loan (Taka Million)-								
	Total Financing (a+b):				Million Taka				
	Total Financing (a+b):				Million US\$				
13.	Investing Country (ies)								
	Country Name			Amount (Tk. million/US million)		Equity Percentage			
14.	Public Utility Service Required: (Please Tick)		Electricity	Gas	Telephone	Road	Water	Drainage	
15.	Tax Identification Number of the Company								
16.	Registration Fee:								
	Paid Amount:		Payment Method:			Issue Date			
	Bank Draft Number:		Bank Name:			Branch:			

I hereby declare that the information provided in this application and supporting documents submitted with it are true and correct.

Signature :
Name :
Designation : (Chairman/Managing Director)

17. Other Documents to be submitted:

- Forwarding letter to be submitted by Chairman/Managing Director of the company/ Organization in official pad;
- Application in prescribed form of BIDA duly filled in;
- Certificate of Incorporation;
- Copy of Trade License issued by concern authority of the factory location mentioning specific sector;
- Copy of TIN Certificate of company;
- List of Machineries Local & Imported to be submitted in official pad of the company (SL No, Name of Machine, H.S Code, Quantity and value (in million Tk./US\$));
- Encashment certificate;
- According to the industrial policy, 2016 NOC from concern Ministry/Directorate/ Department for the controlled sector to be submitted;
- Pay order/Bank draft in favour of "BANGLADESH INVESTMENT DEVELOPMENT AUTHORITY";

Investment Fee:

Upto 1 Tk. – 10 Core	Tk.5,000/-
10 Core Tk. – 25 Core	Tk. 10,000/-
25 Core Tk. – 50 Core	Tk. 25,000/-
50 Core Tk. – 100 Core	Tk. 50,000/-
100 Core Tk. – Above	Tk. 1,00,000/-

All documents (Except Bank Draft) must be attested by Chairman/ MD of the company

Required Documents (if applicable) for 100% Foreign / Joint Venture Project registration

SL No.	Necessary Documents	Quantity	Submitted (Please√)	
1.	Forwarding letter to be submitted by Chairman/Managing Director of the company/ Organization in official pad;	1 copy	Yes	No
2.	Application in prescribed form of BIDA duly filled in;	2 copies	Yes	No
3.	Certificate of Incorporation;	1 copy	Yes	No
4.	Copy of Trade License issued by concern authority of the factory location mentioning specific sector;	1 copy	Yes	No
5.	Copy of TIN Certificate of company;	1 copy	Yes	No
6.	List of Machineries Local & Imported to be submitted in official pad of the company (SL No, Name of Machine, H.S Code, Quantity and value (in million Tk./US\$));	3 copies	Yes	No
7.	Encashment certificate;	1 copy	Yes	No
8.	According to the industrial policy, 2016 NOC from concern Ministry/Directorate/ Department for the controlled sector to be submitted;	1 copy	Yes	No
9.	Pay order/Bank draft in favour of "BANGLADESH INVESTMENT DEVELOPMENT AUTHORITY";	1 copy	Yes	No

I hereby declare that the information provided in this application and supporting documents submitted with it are true and correct.

Signature.....

Designation.....

Seal.....

Investment Fee:	
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50 Core Tk. – 100 Core	Tk. 50,000/-
100 Core Tk. – Above	Tk. 1,00,000/-

*** Forwarding letter to be submitted for registration in official pad of the company/ Organization signed by Chairman/Managing Director**

***All documents (Except Bank Draft) must be attested by Chairman/ MD of the company**