

Software Technology Parks of India – Gurugram

(Import Certificate):

| Sl. No. | Description of items to be checked | Status | | Remarks |
|---------|---|------------------------------|----------------------|---------|
| | | If Yes (Pl. put a tick mark) | If No (Give Remarks) | |
| 1 | In the case of STP units a request letter with relevant filled format 15-F-04 (Part-I & Part-II) and three copies of proforma invoice obtained. | | | |
| 2. | In the case of EHTP units a request letter, three copies of proforma invoice & format 15-F-05 obtained. | | | |
| 3. | In the formats 15-F-04/ 15-F-05 the following checks are made. Check whether items are relevant to activity. Whether nexus of the product to be imported with the project being executed. Whether the STP/EHTP unit has submitted the monthly/Quarterly progress report. d) Whether the unit is within CG limit or not. | | | |
| 4. | Whether the 15-F-04 (Part-I) clearly states the method of import i.e., Outright Purchase or Loan Basis or Free of Charge Basis. | | | |
| 5. | Whether a copy of HIGH SEA SALE agreement in case of import of capital goods through local vendor is enclosed. | | | |
| 6. | Whether the invoice is signed by the supplier | | | |
| 7. | Whether the goods are capital goods or consumable or spares or components & these are relevant to the activity as per the approval letter. | | | |
| 8. | Whether the capital goods to be imported are Second hand if yes the request letter should be supported with Self Declaration from the importer | | | |
| 9. | Whether the invoice is on CIF value or FOB value. If it is FOB value the unit is supposed to add 21.125% to the FOB value and then derive the CIF value. | | | |
| 10. | Whether total imports of capital goods of the STP/EHTP unit is within the limit of the initial value of approval for import of capital goods or subsequent enhancement of the same. | | | |
| 11. | Whether the copy of Custom bonding license submitted (If Import/ Local purchase is first time) | | | |
| 12 | Whether unit is custom bonded. Then, give details viz. Lic. No. and date | | | |
| 13 | Lop validity with details | | | |