

Software Technology Parks of India - Kolkata

Procedure for Procurement of Indigenous Capital Goods

The STP / EHTP units can procure the indigenous capital goods required for their authorized operations as per para 6.01 (d) of FTP and 6.04 of Handbook of Procedure of FTP.

List of documents to be submitted to STPI:

1. Request Letter
2. Proforma Invoice
3. Application as per the prescribed format

Approval Process:

The documents submitted by the unit will be verified and if details are found satisfactory the requests will be processed. Subsequently, approval will be issued along with duly signed proforma invoice. The STP/EHTP units are advised to approach concerned Custom/Central Tax Authorities with the approval issued by STPI for further formalities.

Formats:-

[Annexure IX-A - Application for procurement of capital goods](#)

For any clarifications:

1. Mail us to kolexim.desk@stpi.in
2. Contact at +91-033-23673598/99, 033-23673798/99