



## SOFTWARE TECHNOLOGY PARKS OF INDIA

Ministry of Electronics and Information Technology  
Government of India

### STPI Srinagar- “Incubation Centre”



- STPI has come up with its Additional Incubation facility at Srinagar formally inaugurated on 22<sup>nd</sup> of January, 2020 by Hon'ble Union Minister for Electronics & IT, Govt of India .
- STPI Srinagar Comprises of 3 Building Blocks, A, B & C



**STPI Srinagar broadly provides following services to IT/ITES units and Start-ups in the region.**

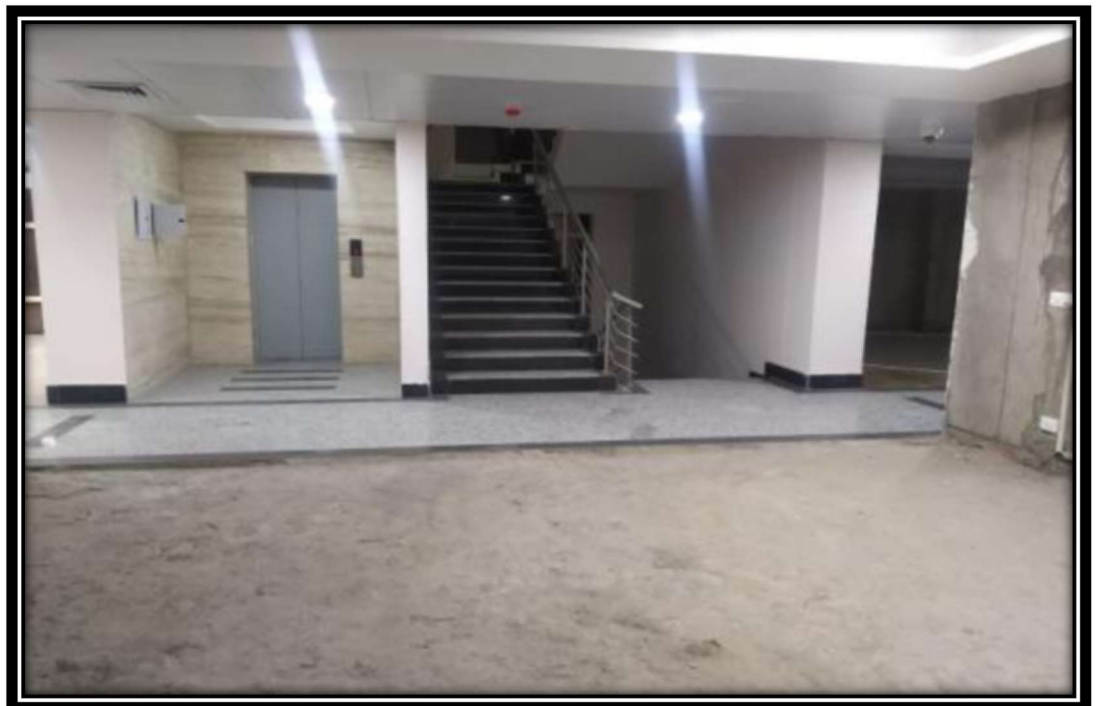
- **Statutory Services**
- **Incubation Services(Semi Furnished & Raw)**
- **Co-Location Services**
- **Data communication Services**

**Following Facilities can be availed from STPI, Srinagar**

- **Semi furnished Office Space**



- **Raw Space**



- **High Speed Internet connectivity**
- **24 hrs Power back up backed by UPS and DG-Set&**
- **Conference room**



- ❖ **Centralized Air Conditioning**
- ❖ **False Ceiling with aesthetic and energy efficient lights**
- ❖ **CCTV Surveillance and 24/7 security.**
- ❖ **Wide Reception Area and ample parking Space.**



- ❖ **Lush green lawns and eco-friendly work environment.**

**Semi Furnished Incubation Spaces:**

- ❖ STPI Srinagar Centre has Semi furnished incubation space of around 6621Sq.ft. The area is available in the form of rooms of different sizes as per following details

**Space details:-**

| SNo. | Type of facility                | Block A/B/C Floor      | Semi Furnished Space(Sq Ft) | Facilities available                                                                                                        |
|------|---------------------------------|------------------------|-----------------------------|-----------------------------------------------------------------------------------------------------------------------------|
|      | Semi Furnished Incubation Space | Ground Floor (Block A) | 282                         | Voice, data, power, Hot n Cold AC False Ceiling with aesthetic and energy Efficient lights. Sub-meter for Raw power Supply. |
|      |                                 | First Floor (Block A)  | 1680                        |                                                                                                                             |
|      |                                 | Second Floor (Block A) | 1965                        |                                                                                                                             |
|      |                                 | Ground Floor (Block B) | 164                         |                                                                                                                             |
|      |                                 | First Floor (Block B)  | 1280                        |                                                                                                                             |
|      |                                 | Ground Floor (Block C) | 1250                        |                                                                                                                             |
|      |                                 | <b>Total</b>           | <b>6621</b>                 |                                                                                                                             |

**Commercial Details:-**

| SNo | Type of Incubation Area                | Monthly Rental Per sft | Monthly Fixed Backup Charges per KV per facility DG&UPS |
|-----|----------------------------------------|------------------------|---------------------------------------------------------|
| 1   | Semi Furnished GF, FF & SF Block A & B | ₹ 46.00                | ₹ 625.00                                                |
| 2   | Semi Furnished -Ground Floor- Block C  | ₹ 29.70                | ₹ 625.00                                                |

**Detail of Deposit for availing the Incubation Space:**

- One month advance rent has to be deposited along with three months' rent as security deposit.
- Running power charges would be charged as per actual recorded in the sub-meter.
- Units used for DG will be calculated in proportion with the total DG running hours in a month against total hours of that month. The variable charges would be billed in the end of the month.
- All the fixed charges and rentals would be charged in starting of month as advance.
- Bandwidth charges would be extra as per tariff.
- GST would be extra as applicable.

**Raw Incubation Facility:**

- ❖ STPI Srinagar has raw space approx. 9372 Sq .ft on Second Floor of Block-A, Ground Floor , First Floor and Second Floor of Block -B, and Ground floor and First Floor of Block C gives freedom to the entrepreneurs to start their business as per their own modified office design.

**Space details:- Raw Incubation Space**

| SN | Type of facility                         | Room No. Floor/Block A/B/C | Area (in Sq.ft) | Facilities available                                                        |
|----|------------------------------------------|----------------------------|-----------------|-----------------------------------------------------------------------------|
| 1  | Raw Incubation facility at STPI-Srinagar | Second Floor-A             | 417             | Sub-meter for Raw power supply. Voice and data point available in each room |
| 2  |                                          | Ground Floor-B             | 1821            |                                                                             |
|    |                                          | First Floor-B              | 1114            |                                                                             |
| 3  |                                          | Second Floor-B             | 2270            |                                                                             |
| 4  |                                          | Ground Floor-C             | 1250            |                                                                             |
| 5  |                                          | First Floor-C              | 2500            |                                                                             |
|    |                                          | <b>Total</b>               | <b>9372</b>     |                                                                             |

**Commercial Details:-**

| SN | Type of Incubation Area                        | Monthly Rental per sq ft | Other Charges per KVA per month for |
|----|------------------------------------------------|--------------------------|-------------------------------------|
| 1  | Raw Incubation Facility Building (Block A & B) | ₹ 28.00                  | ₹ 625.00                            |
| 1  | Raw Incubation Facility Building (Block C)     | ₹ 19.50                  | ₹ 625.00                            |

**Security Deposit Details:-**

| SN | Description                                                                                                                          |
|----|--------------------------------------------------------------------------------------------------------------------------------------|
| 1  | Security Deposit for semi furnished and Raw Incubation Space: Equivalent to three months' rent against the occupied incubation space |
| 2  | Security Deposit for Power back up: Equivalent to one months' Fixed Back Up Charges                                                  |

**Note:-**

- One-month advance rent has to be deposited along with three months' rental charges and one month backup charges as security deposit.
- Running power charges would be charged as per actual recorded in the sub meter.

- All the fixed charges and rentals would be charged in starting of month as advance.
- The variable charges would be billed in the end of the month.
- Bandwidth charges would be extra as per tariff.
- GST would be extra as applicable.

**Other Facilities:-STPI, Srinagar-New Building**

| SN | Description                            | Floor        | Tariff            |
|----|----------------------------------------|--------------|-------------------|
| 1  | 15 Seater , Conference Room in Block A | Ground Floor | Rs.300/- per Hour |

**A. General Terms & Conditions (for PNP/Raw space)**

Contract Period Duration: **11 months**

Lock In Period: **06 Months**

Payment Terms: **One Month advance cheque / DD and subsequent advance monthly payment before 7th of each calendar month.**

Termination: **One Month advance notice period**

Extension: **Two Months advance request**

Security Deposit: **3 months Retals without GST**

**B. Eligibility criteria for Allotment of incubation facilities**

Proposal from prospective Incubates shall be analysed considering various parameters as detailed below. The analysed proposal shall be placed before the advisory board who shall thereafter decide to offer the space to the company /individual etc. The advisory board will examine the proposal based on various parameters like number of employees, total cost of the proposal (Turnover in Rs. Lakhs), Percentage of R&D component etc.

**An indicative marking methodology for availing Incubation Space In STPI**

| SN | Description                        | Marks                 |    | Remark                                                   |
|----|------------------------------------|-----------------------|----|----------------------------------------------------------|
| 1  | Type of company                    | Start-up              | 10 | Start-up, multi- locational, older than three years etc. |
|    |                                    | Less than 3 years old | 5  |                                                          |
|    |                                    | More than 3 years old | 2  |                                                          |
| 2  | Location(s)                        | Single                | 10 | Multi- locational or uni-locational incubatee company.   |
|    |                                    | > 3 but < 5           | 5  |                                                          |
|    |                                    | > 5                   | 2  |                                                          |
| 3  | Product or service to be developed | R&D                   | 10 | R&D shall be given priority.                             |
|    |                                    | Product               | 5  |                                                          |
|    |                                    | Service               | 2  |                                                          |
| 4  | Employment generation              | > 25                  | 10 | Employment generated by incubatee.                       |
|    |                                    | > 15 but < 25         | 5  |                                                          |
|    |                                    | < 15                  | 2  |                                                          |

Incubation space shall be allotted on first come first serve basis subject to fulfilling the eligibility criteria, assessment of Advisory Board and availability of space.

**C. Benefits / Discounts for Incubatees:**

- Incubatee companies involved in Product Development or R&D shall be provided rental discount of 40% in 1st year, 25% in 2nd year & 15% in 3rd year.

- b. Incubatee companies NOT involved in Product Development or R&D shall be provided rental discount of 20% in 1st year, 15% in 2nd year & 10% in 3rd year.
- c. Incubatee companies led by SC/ST entrepreneurs involved in Product Development or R&D shall be provided rental discount of 50% in 1st year, 35% in 2nd year & 25% in 3rd year.
- d. Incubatee companies led by SC/ST entrepreneurs NOT involved in Product Development or R&D shall be provided rental discount of 40% in 1st year, 25% in 2nd year & 15% in 3rd year.
- e. Additional 5% discount over & above the existing discounts shall be provided to following:-
  - i. For Women led Entrepreneurs (In case of Non individual enterprises at least 51% of the shareholding and controlling stake should be held by woman entrepreneur).
  - ii. For Divyang-jan led Entrepreneurs (In case of Non individual enterprises at least 51% of the shareholding and controlling stake should be held by Divyang-jan entrepreneur).

**D. Address of STPI Srinagar Centre:**

S T P I, Srinagar  
6-SIDCO, Electronics Complex,  
Old Airport Road, Rangreth, Srinagar-191132

**Interested companies working in IT/ITeS sector may contact:-**

**Sh. Asim Khan**  
**Scientist-G/Officer In Charge, STPI Srinagar/Jammu**  
Mobile : +91-9906628888  
Email: [asim.khan@stpi.in](mailto:asim.khan@stpi.in)

**Sh. Feroz Ahmed Parray**  
**Deputy Director**  
**STPI Srinagar**  
Mobile:+91-8491985899  
Email: [feroz.parray@stpi.in](mailto:feroz.parray@stpi.in)

**Sh. Irshad A Badri**  
**Project Associate (Admin)- Incubation Space**  
**STPI Srinagar**  
Mobile: +91-9906571263  
Email: [Irshad.badri@stpi.in](mailto:Irshad.badri@stpi.in)



**(To be filled by prospective incubation customer for availing facility)**

|                               |                                                                                                  |                                |                              |                     |
|-------------------------------|--------------------------------------------------------------------------------------------------|--------------------------------|------------------------------|---------------------|
| 1                             | Name of the company*                                                                             | - - - -                        |                              |                     |
| 2                             | Name of the Applicant*                                                                           | <hr/>                          |                              |                     |
| 3                             | PAN No. of the company<br>(In case of Proprietorship, PAN)                                       | <hr/>                          |                              |                     |
| <b>4. Contact Details</b>     |                                                                                                  |                                |                              |                     |
| 4.1                           | Registered Address*                                                                              | <hr/>                          |                              |                     |
| 4.2                           | Contact Address*                                                                                 | <hr/>                          |                              |                     |
| 4.3                           | Mobile No.*                                                                                      | <hr/>                          |                              |                     |
| 4.4                           | Fax No.                                                                                          | <hr/>                          |                              |                     |
| 4.5                           | Telephone No.*                                                                                   | <hr/>                          |                              |                     |
| 4.6                           | Email Address*                                                                                   | <hr/>                          |                              |                     |
| <b>5. Project Details</b>     |                                                                                                  |                                |                              |                     |
| 5.1                           | Prime Differentiator of the company & prominent companies competing in similar field of business | (attach the doc./pdf If any)   |                              |                     |
| 5.2                           | Funding requirements and status of the funding with respective references                        | Amount of fund<br>(INR)        | Source of Fund               | Reference for funds |
|                               |                                                                                                  |                                |                              |                     |
| 5.3                           | Details of the Promoter*                                                                         | (attach doc/pdf)               |                              |                     |
| <b>6. Requirement Details</b> |                                                                                                  |                                |                              |                     |
| 6.1                           | Customer Requirement (Pl. tick the required option)*                                             | a. Incubation Requirement*     |                              |                     |
|                               |                                                                                                  | Raw Space                      | Semi Furnished               |                     |
|                               |                                                                                                  | Area requested _____ (sq. ft.) | Area Requested _____ Sq Feet |                     |
|                               |                                                                                                  | Raw/ DG KVA/month              |                              |                     |
|                               |                                                                                                  | UPS KVA/month                  |                              |                     |

|                                      |                                                                                                                 |                                                                                                                                          |        |        |        |
|--------------------------------------|-----------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|--------|--------|--------|
|                                      |                                                                                                                 | b. Bandwidth Requirement    Yes    No (Pl. tick an option)                                                                               |        |        |        |
| <b>7. Incubation Company Details</b> |                                                                                                                 |                                                                                                                                          |        |        |        |
| 7.1                                  | Type of company *<br>(pl. tick anyone option & attach the related document)                                     | <input type="checkbox"/> Start -up<br><input type="checkbox"/> less than 3 years old<br><input type="checkbox"/> more than 3 years old   |        |        |        |
| 7.2                                  | Location *<br>(Operatng from single or multi-locaton)<br>(pl. tick anyone option & attach the related document) | <input type="checkbox"/> Single<br><input type="checkbox"/> more than 3 but less than 5<br><input type="checkbox"/> more than 5          |        |        |        |
| 7.3                                  | Product or service to be developed *<br>(pl. tick anyone option & attach the related document)                  | <input type="checkbox"/> R&D<br><input type="checkbox"/> Product<br><input type="checkbox"/> Service                                     |        |        |        |
| 7.4                                  | Employment Generation per annum*<br>(pl. tick anyone option & attach the related document)                      | <input type="checkbox"/> more than 25<br><input type="checkbox"/> more than 15 but less than 25<br><input type="checkbox"/> less than 15 |        |        |        |
| 7.5                                  | Is the company availing any scheme benefits that is approved by MeitY?*                                         | <input type="checkbox"/> Yes <input type="checkbox"/> No (Pl. tck an option)<br>If yes, Give Details    (atach the required document)    |        |        |        |
| 7.6                                  | Projected Employment & Revenue year wise for next 3 years*                                                      |                                                                                                                                          | Year 1 | Year 2 | Year 3 |
|                                      |                                                                                                                 | Employment                                                                                                                               |        |        |        |
|                                      |                                                                                                                 | Revenue                                                                                                                                  |        |        |        |
| 7.7                                  | Name of the Persons who authorized to work in your behalf*                                                      | Ms./Mr.:..... (Contact No.....)                                                                                                          |        |        |        |
| 7.8                                  | Proposed Period of use                                                                                          | Year /    Month                                                                                                                          |        |        |        |
| 7.9                                  | Expected Date of occupancy *                                                                                    | /    /    (dd/mm/yyyy)                                                                                                                   |        |        |        |
| 7.10                                 | Turnover of the company (in Rs. Lakhs)                                                                          | Rs.    Lakhs                                                                                                                             |        |        |        |
| 7.11                                 | IPR generation                                                                                                  | <input type="checkbox"/> Yes <input type="checkbox"/> No (Pl. tick an option)<br>If yes, give details    (Atach the doc./pdf)            |        |        |        |

\*Mandatory Columns

\*\* In case of NEFT /RTGS/Online Payments, Please furnish the receipts of the payments done.

I hereby agree that I will use this facility only for the purpose mentioned above. In case of any damage or missing of related Equipment / Accessories, I am liable to refund the entire cost of the above items.

Further, I agree to abide all the rules and regulations of STPI regarding Incubation facility.

Sign. \_\_\_\_\_

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Stamp of organization: \_\_\_\_\_

Date: \_\_\_\_\_