



Project Name: Implementation of Electronic Government to Citizen Service Delivery System

Client Name: The G2C Project Office, Royal Government of Bhutan

Version 1.0 of User Manual for Module:
Foreign Direct Investment

Table of Contents

Foreign Direct Investment	3
Process 1: Submitting the Concept Paper.....	3
Process 2: Approving the Concept Paper.....	11



Foreign Direct Investment

Process 1: Submitting the Concept Paper

- **Step 1:-** Login to the Portal and click on Department of Industry (DOI) link on the portal.
- ❖ **Result:-** User Home page appears as shown below.




- **Step 2:-** Click on “Create New Application” as shown above.
- ❖ **Result:-** Following page appears where user need to select a service type



- **Step 4:-** Select service “Project Approval FDI” from the drop down list and click “Submit” button
- ❖ **Result:-** The concept paper application form appears. The concept paper is the first form that is compulsory for you to submit to obtain project approval.



Help | DO Home | Logout



 Government to Citizen Service Delivery System, Royal Government of Bhutan

Welcome Applicant . Your Current Role – Applicant

Links

My Home | Create New Application | View Status

Details For Concept Paper Application

Project Name (Approved by Company Registrar)

Local Investor Details

Name of Local Investor CID Number

Contact No: Email ID:

[Add More](#) | [Remove](#)

Foreign Investor Details

Name of Foreign Investor Nationality

Contact No: Email ID:

[Add More](#) | [Remove](#)

Project Requirement

Project Rational (Including Reasons for Investing in Bhutan)

Project Details (Description of Project)

Competitive Advantages:

Entity: New Existing

Power Requirement

Manpower Requirement:

National

Expatriates

Industry Type: Production & Manufacturing Service

Technology: Type of Technology

Benefits:

Target Market: Domestic (%)

Indian (%)

Others (%)

Details of Shareholding

Foreign(Shareholding %) Local(Shareholding %)

Profile of Foreign Investor:

Foreign Exchange Requirement(\$)

Capital Investment (\$) Recurring Investment (\$)

Project Investment in (Nu.)

Total Investment:

Loan Equity

Location

* Name of Area:

* Dzongkhag:

* Gewog:

Dungkhag:

* Town/Village:

- **Step 5:-** Fill up the concept paper form with all the necessary information required for project approval. You can add as many Local and Foreign Investors with the “Add More” link available under Local and Foreign Investor Details. On clicking the Existing Entity radio button marked by a circle at the screenshot above two new fields **Reason for FDI** and **Expansion** gets displayed where you need to insert the reason.



Entity: New Existing

Reason for FDI:

Expansion (if any):

Power Requirement: Select

Manpower Requirement:

National:

Expatriates:

Industry Type: Production & Manufacturing Service

Target Market: Domestic (%)

Indian (%)

Others (%)

On clicking on the Production and Manufacturing button under Industry Type the fields to enter Activity details, Raw Material details and Finished product details gets displayed as shown below.

Industry Type: Production & Manufacturing Service

Activity:

Raw Materials: Annual Requirement: Source: Cost: [Add More](#)

Finished Product: Quantity: [Add More](#)

Details of Shareholding

You can add multiple details of Raw Material and Finished product details with the **Add More** link available at the end. And on clicking the Services button under section Industry Type the following fields appear.

Industry Type: Production & Manufacturing Service

Activity:

Installed Capacity:

Details of Shareholding

- ❖ **Result:** - On successful submission the following acknowledgement page appears with a unique Application Number. Application number is most important in this project approval life cycle. You can use this application number to track your application using the **View Status** link. You will know the status of your application.

Help | DOI Home | Logout

Government to Citizen Service Delivery System, Royal Government of Bhutan

Welcome Applicant, Your Current Role - Applicant

Links: My Home | Create New Application | [View Status](#)

DEPARTMENT OF INDUSTRY

Thank You for Applying. Your Application Number: [161_0000095](#)

- **Step 6:-** Click on “View Status” link to view the status of the application.
- ❖ **Result:** The following page appears.



- **Step 7:-** Enter the application number on the provided box and click on the submit button.

- ❖ **Result:** The application details appear on the right side of the view status page with the status **SUBMITTED by Applicant** with the submitted date. So likewise when the application gets approved you can check the status here and will find the status as APPROVED.
- **Step 8:-** Submitting the FDI Registration Application Form. After the concept paper has been approved the Department you will receive an SMS notification or Email notification. You can also track using the View Status link. Login to the portal and Click on the Submit FDIRA link on the user home page.
- ❖ **Result:** The home page appears where you need to click the Submit FDIRA link.



On clicking the Submit FDIRA link the following page appears.

[Help](#) | [DOI Home](#) | [Logout](#)

Zhung Loy Meseer
Government to Citizen Service Delivery System, Royal Government of Bhutan

Welcome Applicant, Your Current Role - Applicant

Links

[My Home](#) | [Create New Application](#) | [View Status](#)

FDIRA - New Entity

1. Proposed Project Name:

2. Brief Project Outline:

3. Product/Services Summary:

HS Code	Product/Services	Unit of Measure	Annual Production *	Annual Turnover (US\$) *

* Estimated for first year of full production [Add More](#)

4. Proposed Location:

5. Proposed Ownership:

Sl.No	Individual/Company Name	Nationality	Ownership(%)
1			

[Add More](#)

6. Principal Foreign Investor Profile

i) Individual/Company Name:

ii) Full Address:

iii) Nationality:

iv) Legal Status:

<input type="checkbox"/> Private Individual	<input type="checkbox"/> Partnership	<input type="checkbox"/> Private Limited Company
<input type="checkbox"/> Public Limited Company	<input type="checkbox"/> Others (Please Specify)	<input type="text"/>

v) Shareholding (in case of company): (list shareholders 5% or more of shares)

Sl.No	Name	Nationality	Share-Holding %
1			

[Add More](#)

vi) Bank Details:

Investors Account Number:	<input type="text"/>	Bank Name:	<input type="text"/>	Street:	<input type="text"/>
Address:	<input type="text"/>	City:	<input type="text"/>	Country:	<input type="text"/>
Post Code:	<input type="text"/>	State:	<input type="text"/>		

vii) Business background of Investors:

Total Net Worth (US \$):		Total Number of Employees:	
Sl.No	Type of Current Business	Commencement Date	Total Investment (US \$)
1			

[Add More](#)

Save
Next>>

You need to fill up all the information provided on this page. At the end of the page there are two options Save and Next>>. If you click on save the information gets saved, so when you see next time you will be able to see the details saved by you. If you directly want to click the next>> button then also it gets saved and goes to the next page. The following page appears on clicking the Next>> button.



[Help](#) | [DOI Home](#) | [Logout](#)



Zhung Loy Meseer
Government to Citizen Service Delivery System, Royal Government of Bhutan



Welcome Applicant , Your Current Role - Applicant

Links

[My Home](#) | [Create New Application](#) | [View Status](#)

7. Contact Person:
(Attach letter of authority or power of attorney)

Name:	<input type="text"/>	Position:	<input type="text"/>	Fax:	<input type="text"/>
Address:	<input type="text"/>	Telephone:	<input type="text"/>	E-mail:	<input type="text"/>

8. Project Cost Summary:

Item:	Amount(US\$):
Land:	<input type="text"/>
Site Development:	<input type="text"/>
Civil Works:	<input type="text"/>
Plant & Machinery:	<input type="text"/>
Infrastructure & Utilities:	<input type="text"/>
Technical Know-how Fees:	<input type="text"/>
Miscellaneous Fixed Assets:	<input type="text"/>
Pre-Operating Expenses:	<input type="text"/>
Provision for Contingencies:	<input type="text"/>
Margin Money for Working Capital:	<input type="text"/>
Others:	<input type="text"/>
Total Project Cost:	<input type="text"/>

9. Proposed Project Financing:

Form of Finance	Foreign shareholder (US\$)	Local shareholder (US\$)	Total (US\$)
Equity	<input type="text"/>	<input type="text"/>	0
Long Term Loan	<input type="text"/>	<input type="text"/>	0
Short Term Loan	<input type="text"/>	<input type="text"/>	0
TOTAL	0	0	0

10. Potential Markets:

Domestic: % Export to India: % Export to Other Countries: %

11. Expected Manpower When in Full Production:


Type	Foreign	Local	Total
Managerial	<input type="text"/>	<input type="text"/>	0
Skilled	<input type="text"/>	<input type="text"/>	0
Unskilled	<input type="text"/>	<input type="text"/>	0
Total	0	0	0

<<Back Save Next>>

This is the second page of the FDIRA form. Fill up all the fields with necessary data and click on the option Save or Next>> button. You also have the option to see the previous data using the Back>> button. On clicking the Save button the information gets saved. On clicking the Next>> button the following page appears.



Help | DOI Home | Logout



Zhung Loy Meseer
Government to Citizen Service Delivery System, Royal Government of Bhutan

Welcome Applicant, Your Current Role - Applicant

Links

[My Home](#) | [Create New Application](#) | [View Status](#)

12. Raw Materials:

a) Domestic Raw Materials				
HS Code	Item	Quantity/Annum	Price per unit(Nu.)	Total Cost/Annum(Nu.)
Add More				
b) Raw Materials from India				
HS Code	Item	Quantity/Annum	Price per unit(Nu.)	Total Cost/Annum(Nu.)
Add More				
c) Raw Materials from Third Country				
HS Code	Item	Quantity/Annum	Landed Price per unit(US\$)	Total Cost/Annum(US\$)
Add More				

13. Power Requirement:

14. Land Requirement:

15. Project Implementation Plan:

Work Plan	No. of Months
Feasibility Study/Project Finalization	
Commencement of Project Construction	
Installation of Plant & Machinery	
Trial Run	
Commencement of Commercial Activity	

16. Declaration: I/We, the under-signed, being duly authorized, declare to the best of my/our knowledge and belief, that the information contained in this application is correct and complete and I/We authorize the Foreign Direct Investment Registration Officer to make all necessary inquiries and to conduct all necessary checks to this application.

Documents/Information to be submitted in hard copy

- Company incorporation certificate/ C.V of Foreign Investor in case of individual notarised by Public Notary
- Company profile and C.V of local shareholder
- Tax return/ audited accounts of foreign investor for last 3 years
- Tax return/ audited accounts of local investor for last 3 years
- Letter of Authority or Power of Attorney for contact officer
- Company Profile (foreign investor)
- Name Clearance Certificate

This is the third and the final page of FDIRA form. Similarly fill up all the information and don't forget to tick the Declaration of point number 15. After point 15, you will get the document checklist that needs to be submitted in hard copy to the department. Read them carefully and submit the hard copy for verification purpose to the Department.

Click on the Submit button to submit the application to the Department. Your job is done and wait for the project approval from the department.

The following acknowledgement page appears after successful submission.



Help | DOI Home | Logout



Government to Citizen Service Delivery System, Royal Government of Bhutan

Welcome Applicant, Your Current Role - Applicant

DEPARTMENT OF INDUSTRY

FDI Registration Application form has been successfully submitted to the Department. You will be notified soon.

----- *End of process flow* -----



Process 2: Approving the Concept Paper

- **Step 1:-** Login to the Portal and click on Department of Industry (DOI) link on the portal.
- ❖ **Result:-** Your Task List page appears as shown below.

App No.	Service	Status	Last Action Date
0101_0000040	Project Approval FDI	Pending Sectoral Clearance	2011-09-15
0101_0000041	Project Approval FDI	Pending Sectoral Clearance	2011-09-15
161_0000056	Project Approval FDI	SUBMITTED	2011-12-09
161_0000057	Project Approval FDI	SUBMITTED	2011-12-09

App No.	Service	Status
161_0000058	Project Approval FDI	SUBMITTED
161_0000052	Project Approval FDI	FORASUBMITTED
161_0000043	Project Approval FDI	FinalApproved
161_0000059	Project Approval FDI	Project Approved
161_0000054	Project Approval FDI	Project Approved




This is called a Task List which is similar to the Inbox of an email. The concept paper submitted by the applicant appears on the left box with a radio button in front, Application number, Service name and the Status of the application. The first status when concept paper is being submitted by Applicant will be as SUBMITTED on the status section. To verify the concept paper, you need to click on the radio button for which application you want to verify and click on the Claim ">>" button between the two boxes as shown with the arrow above.

On clicking the claim button the application appears on the right box which is your inbox. A link appears on the Application number.

- **Step 2:-** Click on the application number to verify the concept paper.
- ❖ **Result:-** The concept paper verification page appears.



Home | G2C Home | Logout

Government to Citizen Service Delivery System, Royal Government of Bhutan

Welcome 00, Your Current Role - FDI

Links

My Home | Create New Application | View Status

Details For Concept Paper Application

Project Name:

Local Investor Details

Name of Local Investor: CID Number:
 Contact No: Email ID:

Foreign Investor Details

Name of Foreign Investor: Nationality:
 Contact No: Email ID:

Project Requirement

Project Rational (Including Reasons for Investing in Bhutan): Technology:
 Project Details: Benefits:
 Competitive Advantages:

 Entity: New Existing
 Power Requirement: Target Market: Domestic (%)
 Manpower Requirement: National (%) Indian (%)
 Expatriates: Others (%)
 Industry Type: Production & Manufacturing Service
 Activity:
 Raw Materials: Annual Requirement: Source: Cost:
 Finished Product: Quantity:

Details of Shareholding

Foreign Shareholding (%): Local Shareholding (%):
 Profile of Foreign Investor:

Foreign Exchange Requirement(\$)

Capital Investment (\$): Recurring Investment (\$):

Project Investment in (\$)

Total Investment:
 Loan: Equity:

Location

Name of Area:
 Dzongkhag: District:
 Gewog: Town/Village:


Remarks

Accept
Re-Submit
Reject
Cancel

On this verification page you will see all the data submitted by the Applicant. At the end of the page you will have options to Accept, Resubmit, Reject or Cancel. You can click on any of the buttons.

- **Step 3:-** Accepting the concept paper. Click on the accept button to accept the concept paper.
- ❖ **Result:** The following page appears where you need to enter the details of the sectors to send it to sectors for obtaining a sectoral clearance.





The screenshot shows the user interface of the FDI Applicant portal. At the top, there is a header with the Bhutanese flag, the text "འགྲུབ་འདེད་ཀྱི་ལྷན་ཁང་།" and "Zhung Lay Yesser", and the text "Government to Citizen Service Delivery System, Royal Government of Bhutan". There are links for "Help", "FDI Home", and "Logout". A welcome message "Welcome !!!, Your Current Role - FDI" is displayed. Below the header, there is a "Links" section with "My Home" and "View Status". The main form is titled "Enter the details below:" and contains the following fields:

- Email id(For Concerned Sectors): [Text input field]
- Address: [Text input field]
- Designation: [Text input field]
- Remarks: [Text input field with "ADD" button]

An "OK" button is located at the bottom of the form, circled in blue, with an arrow pointing to it.

Here you need to enter the email id of the concerned sectors to send the concept paper application for obtaining sectoral clearance. In the Address section of the form above enter the address of the sector, for e.g, Ministry of Health. Then in the designation section enter the designation of the person to whom you want to address the letter. Enter the remarks if necessary and click on the “OK” button to send the concept paper.

- **Step 4:-** Click on OK button to generate the forwarding letter of the concept paper to be sent to sectors.
- ❖ **Result:** The forwarding letter gets generated as shown below with all the details of the concept paper.





MoE/IDD-13(a)/2012/

DEPARTMENT OF INDUSTRY
MINISTRY OF ECONOMIC AFFAIRS
ROYAL GOVERNMENT OF BHUTAN
THIMPHU



Date :31/01/2012

To
The Director
Ministry of Health
Thimphu : Bhutan
Sir/Madam,

The Department has received a proposal in test Activity from Manav Deshmukh, in joint venture with DK Advani, under foreign direct investment. test Activity are allowed as per the FDI Policy in vogue with a minimum investment of Nu. 20 million. Therefore, the Department would like to seek your views/ clearance on the FDI proposal. Based on your views/ clearance on the proposal, the Department will advise the promoters on the course of action.

The details of the proposal are as follows:

Details For Concept Paper Application	
Project Name: <input type="text" value="DK Traders"/>	
Local Investor Details	
Name of Local Investor: <input type="text" value="Manav Deshmukh"/>	CID Number: <input type="text" value="11211050035"/>
Contact No: <input type="text" value="17770008"/>	Email ID: <input type="text" value="good7bad1@yahoo.com"/>
Foreign Investor Details	
Name of Foreign Investor: <input type="text" value="DK Advani"/>	Nationality: <input type="text" value="Canadian"/>
Contact No: <input type="text" value="3456789"/>	Email ID: <input type="text" value="dkt@gmail.com"/>
Project Requirement	
Project Rational: <input type="text" value="D, N"/> (Including Reasons for Investing in Bhutan)	Technology: <input type="text" value="Type of Technology"/>
Project Details: <input type="text" value="D, N"/>	Benefits: <input type="text" value="1, 2, 3"/>
Competitive Advantages: <input type="text" value="1, 2, 3, 4, 5"/>	
Entity: <input checked="" type="radio"/> New <input type="radio"/> Existing	
Power Requirement: <input type="text" value="200MW"/>	Target Market: Domestic (%) <input type="text" value="10"/>
Manpower Requirement:	Indian (%) <input type="text" value="20"/>
National: <input type="text" value="10"/>	Others (%) <input type="text" value="80"/>
Expatriates: <input type="text" value="30"/>	
Industry Type: <input checked="" type="radio"/> Production & Manufacturing <input type="radio"/> Service	
Activity: <input type="text" value="test Activity"/>	
Raw Materials: <input type="text" value="A, B"/>	Annual Requirement: <input type="text" value="10"/>
Source: <input type="text" value="Indie"/>	Cost: <input type="text" value="200"/>
Finished Product: <input type="text" value="1, 2, 3, 4, 5"/>	Quantity: <input type="text" value="10"/>
Details of Shareholding	
Foreign(Shareholding %): <input type="text" value="10"/>	Local(Shareholding %): <input type="text" value="20"/>
Profile of Foreign Investor: <input type="text" value="d, f, j, k, l, m"/>	
Foreign Exchange Requirement(\$)	
Capital Investment (\$): <input type="text" value="20"/>	Recurring Investment (\$): <input type="text" value="324"/>
Project Investment in (Nu.)	
Total Investment: <input type="text" value="978"/>	
Loan: <input type="text" value="957"/>	Equity: <input type="text" value="957"/>
Location	
Name of Area: <input type="text" value="1, 2, 3, 4, 5"/>	
Dzongkhag: <input type="text" value="Samtse"/>	Dungkhag: <input type="text" value=""/>
Gewog: <input type="text" value="Lathen"/>	Town/Village: <input type="text" value="Teachhungang(Noonpan)"/>
Remarks	
<input type="text" value="a, b, c, d, e"/>	

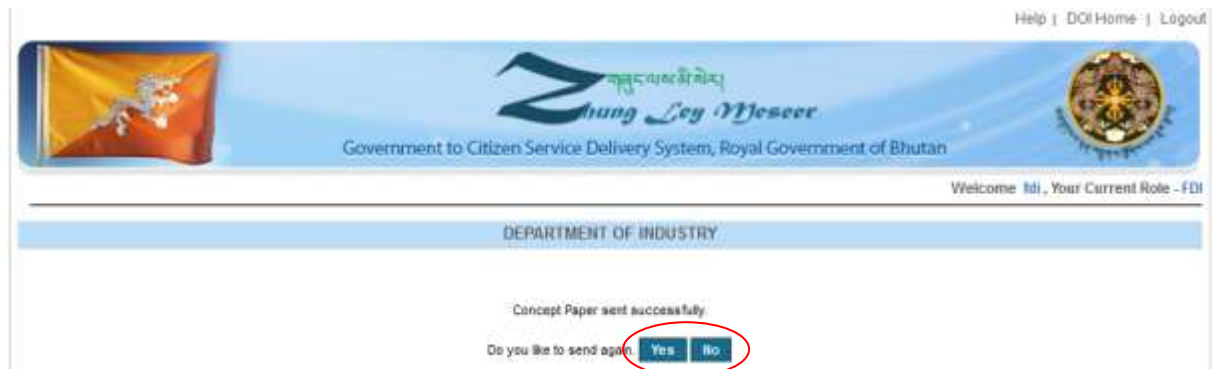
Yours Sincerely

Director



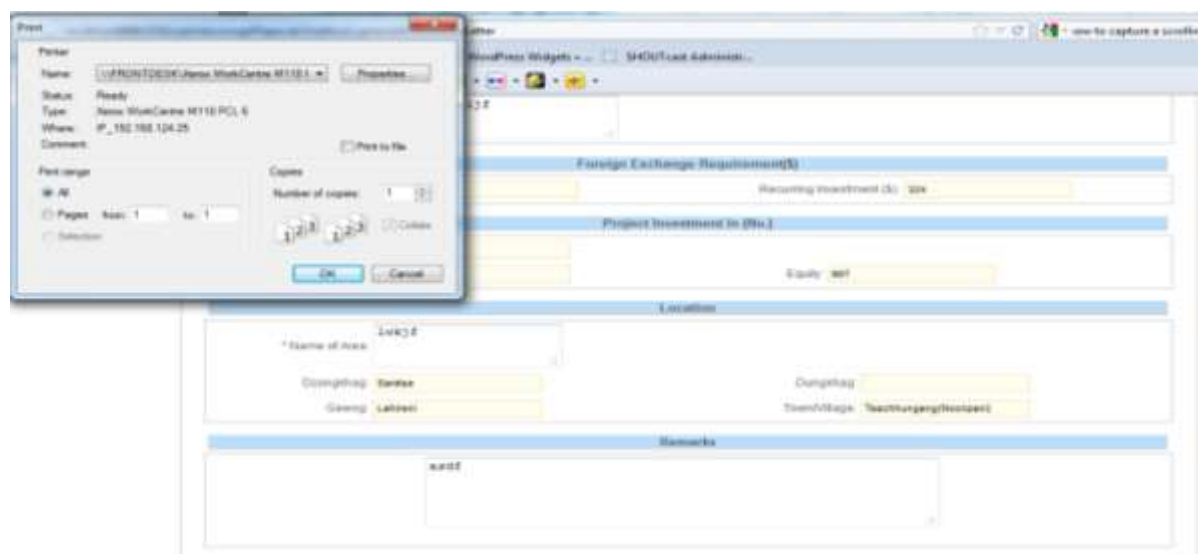
You can print this page by clicking on the print button available at the end of the page. By printing this page you can send the printed copy to the sectors through post. If you want to send it through mail, Click on the send button and the mail will be sent to the email id that you have entered on the previous page.

- **Step 5:-** Sending the concept paper through mail by clicking on the Send button.
- ❖ **Result:** Following page appears where you have the option to send again to other concerned sectors with an acknowledgement message.




It notifies that the concept paper has been sent and asks you whether you would like to send again to other sectors or not. There are two options Yes or No. If you click on the Yes button, you will reach the page where you need to enter the email address. Repeat from Step 3 to send the mail again. If you click on No button it will be redirected to the task list page.

If you click on the Print button on the forwarding letter page, the following page appears with the pop up of the print command as shown below.



- **Step 6:-** Approving the Concept paper. Once the concept paper has been sent to sectors the application remains on the task list with the status “**Pending Sectoral Clearance**”. After the clearance has been received from the sectors then only you can approve the concept paper.
- ❖ **Result:** Application remains on the task list. You need to claim in to your box to approve the application. The task list page is as follows:

Help | [DDI Home](#) | [Logout](#)



Government to Citizen Service Delivery System, Royal Government of Bhutan

Welcome [fdi](#), Your Current Role - [FDI](#)

Links

[Generate Reports](#) | [View Status](#)

Service Search

Choose service: [All](#) Choose status: [All](#) [Filter](#)

App No	Service	Status	Last Action Date
161_0000057	FDI	SUBMITTED	2011-12-08
161_0000062	Project Approval FDI	SUBMITTED	2011-12-09
161_0000076	Project Approval FDI	SUBMITTED	2011-12-14
161_0000079	Project Approval FDI	SUBMITTED	2011-12-22
161_0000089	Project Approval FDI	SUBMITTED	2012-01-16
0161_0000040	Project Approval FDI	Pending Sectoral Clearance	2011-09-15
0161_0000041	Project Approval FDI	Pending Sectoral Clearance	2011-09-15
161_0000095	Project Approval FDI	Pending Sectoral Clearance	2012-01-31

➤➤

App No.	Service	Status
161_0000053	Project Approval FDI	SUBMITTED
161_0000027	Project Approval FDI	FDIRASUBMITTED
161_0000043	Project Approval FDI	FDIRAAPPROVED
161_0000058	Project Approval FDI	Project Approved
161_0000094	Project Approval FDI	Project Approved

As shown with the red circle above, the status is Pending Sectoral Clearance. To approve the concept paper, claim it on the right side of the box using the Claim “>>” button between the task list boxes. The application now appears on your box.



Help | DOI Home | Logout

Zhung Loy Meseer
Government to Citizen Service Delivery System, Royal Government of Bhutan

Welcome fdi, Your Current Role - FDI

Links
Generate Reports | View Status

Service Search
Choose service: All Choose status: All **Filter**

App No	Service	Status	Last Action Date
101_0000000	FDI	SUBMITTED	2011-12-08
161_0000057	Project Approval FDI	SUBMITTED	2011-12-08
161_0000062	Project Approval FDI	SUBMITTED	2011-12-09
161_0000076	Project Approval FDI	SUBMITTED	2011-12-14
161_0000079	Project Approval FDI	SUBMITTED	2011-12-22
161_0000089	Project Approval FDI	SUBMITTED	2012-01-16
0161_0000040	Project Approval FDI	Pending Sectoral Clearance	2011-09-15
0161_0000041	Project Approval FDI	Pending Sectoral Clearance	2011-09-15

App No.	Service	Status
161_0000053	Project Approval FDI	SUBMITTED
161_0000027	Project Approval FDI	FDIRASUBMITTED
161_0000043	Project Approval FDI	FdirApproved
161_0000088	Project Approval FDI	Project Approved
161_0000094	Project Approval FDI	Project Approved
161_0000095	Project Approval FDI	Pending Sectoral Clearance

- **Step 7:-** Click the link on the Application number to approve the concept paper.
- ❖ **Result:** The approval page appears.

Help | DOI Home | Logout

Zhung Loy Meseer
Government to Citizen Service Delivery System, Royal Government of Bhutan

Welcome fdi, Your Current Role - FDI

Links
My Home | View Status

DEPARTMENT OF INDUSTRY

	Reference Number	Received Date	Send Date	No. of Days Taken
Sectoral Clearance Received				
Clearance from FDI Committee				

Enter the Reason:

Approve **Re-Submit** **Reject** **Cancel**

Enter the details in here and you have the options to Approve, Resubmit and Reject. You can click on any of the button. If you click on the Approve button the following page appears. The fields on this approval pages is not mandatory.



Help | DOI Home | Logout



Government to Citizen Service Delivery System, Royal Government of Bhutan

Welcome fdi, Your Current Role - FDI


DEPARTMENT OF INDUSTRY

Concept Paper has been approved and notified to the Applicant

Once the concept paper has been approved, applicants will submit the FDI Registration Application Form.

- **Step 8:-** Verifying the FDIRA form. On your task list the FDIRA form submitted by the applicant gets listed with the same application number but with a different status “FDIRA SUBMITTED”.

Help | DOI Home | Logout



Government to Citizen Service Delivery System, Royal Government of Bhutan

Welcome fdi, Your Current Role - FDI

Links

[Generate Reports](#) | [View Status](#)

Service Search

Choose service: Choose status:

App No	Service	Status	Last Action Date
161_0000007	FDI	SUBMITTED	2011-12-08
161_0000062	Project Approval FDI	SUBMITTED	2011-12-09
161_0000076	Project Approval FDI	SUBMITTED	2011-12-14
161_0000079	Project Approval FDI	SUBMITTED	2011-12-22
161_0000089	Project Approval FDI	SUBMITTED	2012-01-16
0161_0000040	Project Approval FDI	Pending Sectoral Clearance	2011-09-15
0161_0000041	Project Approval FDI	Pending Sectoral Clearance	2011-09-15
161_0000095	Project Approval FDI	FDIRASUBMITTED	2012-01-31

>>

App No.	Service	Status
161_0000053	Project Approval FDI	SUBMITTED
161_0000027	Project Approval FDI	FDIRASUBMITTED
161_0000043	Project Approval FDI	FdiraApproved
161_0000058	Project Approval FDI	Project Approved
161_0000094	Project Approval FDI	Project Approved

You again need to claim it to your task list on the right side using the >> button. It will appear on the right box and then click the link on the application number to verify the FDIRA form.

- **Step 9:-** Click the link on the application number to verify the FDIRA form.
- ❖ **Result:** The following verification page appears.



Help | DOHome | Logout





Government to Citizen Service Delivery System, Royal Government of Bhutan

Welcome fdi , Your Current Role - FDI

Links

My Home | Create New Application | View Status

FDIRA - New Entity

1. Proposed Project Name:

2. Brief Project Outline:

3. Product/Services Summary:

HS Code	Product/Services	Unit of Measure	Annual Production *	Annual Turnover (US\$) *
8j	8j	89	89	89

* Estimated for first year of full production

4. Proposed Location:

5. Proposed Ownership:

SL No	Individual/Company Name	Nationality	Ownership(%)
1	j,p	8j8j	79

6. Principal Foreign Investor Profile

i) Individual/Company Name:

ii) Full Address:

iii) Nationality:

iv) Legal Status:

<input checked="" type="checkbox"/> Private Individual	<input type="checkbox"/> Partnership	<input type="checkbox"/> Private Limited Company
<input type="checkbox"/> Public Limited Company	<input type="checkbox"/> Others (Please Specify)	

v) Shareholding(In case of company): (list shareholders 5% or more of shares)

SL/No	Name	Nationality	Share-Holding %
1	8j	8j	234

vi) Bank Details:

Investors Account Number: 987	Bank Name: 8j	Street: 8j
Address: 8j	City: 8j	Country: j
Post Code: 987	State: j	

vii) Business background of Investors:

Total Net Worth (US \$): 987	Total Number of Employees: 887		
SL/No	Type of Current Business	Commencement Date	Total Investment (US \$)
1	8j	2012-01-31	883475

[Next>>](#)

This is the first page of the FDIRA form populated with all the data submitted by applicant. Click on the Next>> button at the end of the page to go to the second page. The following page appears.



[Help](#) | [DOR Home](#) | [Logout](#)



Zhung Loy Meseer
Government to Citizen Service Delivery System, Royal Government of Bhutan



Welcome fdi, Your Current Role - FDI

Links

[My Home](#) | [Create New Application](#) | [View Status](#)

7. Contact Person:
(Attach letter of authority or power of attorney)

Name:	gaddtg	Position:	lgh	Fax:	897
Address:	kjtb	Telephone:	0907	E-mail:	lghk

8. Project Cost Summary:

Item:	Amount (US\$):
Land	354
Site Development:	351
Civil Works:	31
Plant & Machinery:	3123
Infrastructure & Utilities:	13
Technical Know-how Fees:	132
Miscellaneous Fixed Assets:	123
Pre-Operating Expenses:	123
Provision for Contingencies:	132
Margin Money for Working Capital:	123
Others:	1
Total Project Cost	4508

9. Proposed Project Financing:

Form of Finance	Foreign shareholder (US\$)	Local shareholder (US\$)	Total (US\$)
Equity	321	231	552
Long Term Loan	21	231	252
Short Term Loan	31	1	32
TOTAL	383	463	846

10. Potential Markets:

Domestic:	231	% Export to India:	231	% Export to Other Countries:	231
-----------	-----	--------------------	-----	------------------------------	-----

11. Expected Manpower When in Full Production:

Type	Foreign	Local	Total
Managerial	1	321	322
Skilled	231	23	254
Unskilled	231	321	552
Total	463	665	1128

This is the second page of the FDIRA form populated with all the data submitted by applicant. You have the option of <<Back and Next>>. Click on the Next>> page to go to the third page of the FDIRA form. The following page appears.



Help | DOI Home | Logout



Zhung Loy Meseer
Government to Citizen Service Delivery System, Royal Government of Bhutan

Welcome fdi , Your Current Role - FDI

Links

[My Home](#) | [Create New Application](#) | [View Status](#)

12. Raw Materials:

a) Domestic Raw Materials					
HS Code	Item	Quantity/Annum	Price per unit(Nu.)	Total Cost/Annum(Nu.)	
789		890	890	890	

b) Raw Materials from India					
HS Code	Item	Quantity/Annum	Price per unit(Nu.)	Total Cost/Annum(Nu.)	
89		890	890	890	

c) Raw Materials from Third Country					
HS Code	Item	Quantity/Annum	Landed Price per unit(US\$)	Total Cost/Annum(US\$)	
80		80	57	890	

13. Power Requirement: 789MW

14. Land Requirement: 890Sqt

15. Project Implementation Plan:

Work Plan	No. of Months
Feasibility Study/Project Finalization	312
Commencement of Project Construction	123
Installation of Plant & Machinery	12
Trial Run	123
Commencement of Commercial Activity	123

16. Declaration: I/We, the under-signed, being duly authorized, declare to the best of my/our knowledge and belief, that the information contained in this application is correct and complete and I/We authorize the Foreign Direct Investment Registration Officer to make all necessary inquiries and to conduct all necessary checks to this application.

Checklist

List	Received Date
<input type="checkbox"/> Received in Hard Copy	
<input type="checkbox"/> Received Company Registration Certificate	
<input type="checkbox"/> Received List of Shareholding	
<input type="checkbox"/> Received Company Profile	
<input type="checkbox"/> Received Tax Return	
<input type="checkbox"/> Received Letter of Authority	
<input type="checkbox"/> Received Name Clearance	

Enter the Reason:

This is the third page of the FDIRA form. At the end of the page you will have to enter the details of the checklist whether you have received them in a hard copy from the applicant or not. Then only you can proceed with the verification of the form. You need to click on the checkbox and enter the received date from the calendar which pops up on clicking the text box. You may enter the reason if you have any and you have the options to Accept, Reject or Resubmit the application.

- **Step 10:-** Click on the Accept button to accept the FDIRA form and generate the FDIRC.
- ❖ **Result:** The following FDIRC preparation form appears.





Welcome Titi, Your Current Role - FDI

Links

[My Home](#) | [Create New Application](#) | [View Status](#)

Foreign Direct Investment Registration Certificate

This Registration Certificate is issued to **dfg**, proposed by:

Manav Deshmukh

DK Advani

to commence preliminary project activities including preparation of Detailed Project Report/Feasibility Report for the proposed **dfg** project.

This certificate is issued based on the information provided in the FDI Registration Application Form and is valid for a period of one year subject to the investors meeting the conditions listed on the back of this Certificate.

Issued On: **2012-01-31**

Enter Directors Name Here

DEPARTMENT OF INDUSTRY

Terms and Conditions

- This Foreign Direct Investment Registration certificate is the registration of the foreign direct investment application and may not be construed as approval of proposed business.
- Investors shall prepare and submit three copies of Detailed Project Report as per the provisions of the FDI Policy in vogue, to the Director, Department of Industry within one year from date of issue of this certificate.
- Detailed Project Report shall, amongst others, clearly provide information on the chapter headings as contained in the guidelines for preparation of project reports (www.moa.gov.bt/industry) and changes made by the Ministry from time to time.
- The Detailed Project Report shall take into account all applicable Government legislation's, policies, rules and regulations, sectoral policies and procedures and establish technical feasibility and commercial viability of the proposed business.
- On submission of the detailed project report, the Department of Industry shall convey the decision of the FDI Committee on the proposal. If approved, a formal approval will be issued to the authorized representative.
- The investors shall be fully responsible for the risk and return from the proposed business. Issuance of this certificate/approval of the business by the Royal Government of Bhutan shall not be construed as an endorsement or commitment on its part to fulfill obligations, if any, contained in the documents submitted by the
- The Royal Government shall not compensate in any form if the said business incurs loss during the course of business operation owing to amendment of existing legislation's/by-laws or introduction of new legislation/by-laws in broader national interest.
- All foreign exchange required during the lifetime of the investment business will be arranged by the business within the policy framework of the Royal Monetary Authority of Bhutan and Foreign Exchange Regulations of the Royal Government of Bhutan, national legislation's and by-laws OR met from the foreign exchange receipts from the
- Repatriation of profits/dividends shall be in the currency of earning of the business and in proportion to the various currencies earned by the business.
- The initial debt/equity ratio of the foreign investment business shall be as per the provisions of the Royal Monetary Authority (RMA)'s prudential regulations.
- No shareholder in the foreign investment business will be an undischarged bankrupt or be insolvent by order of a court or have a criminal record.
- The business will comply with the requirements of the FDI Policy in vogue and any other law or legal order that requires the granting of a permit, licence or other approval.
- The foreign investment business, its foreign shareholders or expatriate employees will not engage in activities that interfere with or undermine the authority or operations of the Royal Government.

[Add More](#)

Enter Directors Name Here

Dated: **2012-01-31**

DIRECTOR

[Submit](#) [Cancel](#)



You need to enter the Directors Name shown with the arrow above. The common terms and conditions will be listed. Click on the check box that you want to for this project or add new conditions using the “**Add More**” link at the end of the terms and conditions.

- **Step 11:-** Click on the Submit button to generate the FDI Registration Certificate.

----- *End of process flow* -----

