

SIPB Stage – I Check List

Apply online on www.swc.bihar.gov.in

1. Detailed Project Report
2. Applicant's Authorisation
3. Proof of Type of Incorporation
4. Pan Card of Proprietor / Directors / Partners
5. Aadhar Card of Unit User
6. Latest Net-Worth Statement of Firm /Undertaking
7. Photo Identity Proof or all Directors /Authorised Signatory /Proprieter
8. Permanent Address Proof for all Directors /Partners /Authorised Signatory /Proprietor
9. Present Address Proof for all Authorised Signatory/Proprietor
10. Certificate of Incorporation (in case of company)
11. MoA & AoA (in case of Company)
12. Bye-Laws /Deed (in case of Cooperatives /Societies /Trust /Partnership Deed)
13. PAN Card of the Organisation
14. Audited Financial Statements (Balance Sheet & Profit & loss Account) of the organization (for 3 years for existing firms & latest for New Firms (if available)
15. IT Return of the organization (for 3 years for existing firms & latest for New Firms (if available)
16. Power of Attorney /Affidavit / Board Resolution of Organisation for the Authorised Signatory
17. Project Profile (Maximum 10 Pages)
18. Land Documents (if Available)

Note: Only .pdf extension files are allowed to upload. Ensure that the document size does not exceed 10 MB

FEE STRUCTURE

For investment up to ₹50 lakh	₹1000
For investment between ₹50 lakh to ₹20 crore	₹3000
For investment above ₹20 crore	₹5000

For more information on SIPB visit www.udyogmitrabihar.in/sipb

Call Toll Free Number **1800 345 6214** for assistance