

***PROPOSAL FOR INVESTMENT IN THE  
EXPORT PROCESSING ZONE  
CHITTAGONG/DHAKA***

**SPECIEMEN COPY**

● **PART-A**

1. *Name of Applicant* .....
- Name of Firm*.....
- Address* .....
- Phone No* ..... *Fax No* ..... *E-mail* .....

2. *Applicant's official representative(s) to be contacted :*

*Name* .....

*Address* .....

*Phone No* ..... *Fax No* ..... *E-mail* .....

3. *Name of the proposed Project* .....
4. *Type of Business/Industry* .....
5. *Type of Products* .....
6. *Type of Organization*  
(Please tick one): *Public Ltd. /Private Ltd. /Partnership / Sole Proprietorship*
7. *Name of the zone* .....

8. *Particulars of the Sponsors / Directors:*

<i>Name and Address</i>	<i>Nationality</i>	<i>Status in the Proposed Company</i>	<i>Extent of share Holding</i>

*Note : Please attach additional papers wherever required.*

● **PART-B: DESCRIPTION OF THE PROJECT**

1. *Products:*

*a. Name / description of the product (s)*

*b. Uses of the products(s)*

*c. Manufacturing process**d. Licensing agreement(s) if any, for manufacturing in the brand name (if so, please furnish copy)**e. Annual production capacity**2. Machinery: (Proforma Invoice of machinery with prices to be attached, if any)**3. Raw Materials:**a. Description of foreign raw materials and components indicating quantity and value (in US Dollar)**b. Description of local raw materials and components indicating quantity and value List to be attached wherever necessary.(in US Dollar)**4. Production programme**(Quantity: )*  
*( Value : '000' US \$)*

Description	1st year	2nd year	3rd year	4th year	5th year
	Qty. cost	Qty. cost	Qty. cost	Qty. cost	Qty. cost
<i>a.</i>					
<i>b.</i>					
<i>c.</i>					
<i>d.</i>					

*5. Product marketing: Please name countries and potentials of the proposed markets together with results of market study, if any.**6. Projection of export :**(Quantity: )*  
*( Value : '000' US \$)*

Description	1st year	2nd year	3rd year	4th year	5th year
	Qty. Value	Qty. Value	Qty. Value	Qty. Value	Qty. Value
<i>a.</i>					
<i>b.</i>					
<i>c.</i>					
<i>d.</i>					

● **PART-C**

**1. Manpower requirements :**

<i>Category</i>	<i>Bangladeshi</i>	<i>Non-Bangladeshi</i>
<b>a. Managerial</b>		
<b>b. Technical</b>		
<i>i. Civil</i>		
<i>ii. Mechanical</i>		
<i>iii. Electrical</i>		
<i>iv. Any other (Please specify)</i>		
<b>c. Production</b>		
<i>i. Highly skilled</i>		
<i>ii. Skilled</i>		
<i>iii. Semi-skilled</i>		
<i>iv. Unskilled</i>		
<b>d. Administrative including sales</b>		

**2. Cost of production and sales revenue (at 100% capacity)**

US\$ \_\_\_\_\_

Qty. cost per unit/Total Cost

**a. Cost of production**

**i. Raw materials**

**aa. From Bangladesh**

**bb. From other countries**

**ii. Packing materials**

**aa. From Bangladesh**

**bb. From other countries**

**iii. Power, gas, water and other utilities**

**iv. Spare parts**

**a. Local**

**b. Foreign**

**v. Wages and salaries**

**aa. Local**

**bb. Foreign**

**vi. Administrative, sales and other general expenses**

- a. Local
- b. Foreign

vii. Other manufacturing overhead

viii. Depreciation

- a. Building
- b. Machineries and others

ix. Interest on

- aa. Long term debts
- bb. Short term loans

x. Capitalisation of pre-operational expense

**Total cost of production**

- a. Sales revenue
- b. Operating profits(b-a)

● **PART-D : INFRASTRUCTURE REQUIREMENT**

1. Land and factory building

- a. Land required ..... sq. metres.
  - i. Immediate use..... sq. metres.
  - ii. Future expansion..... sq. metres.
- b. Space requirement in standard factory building/ warehouse ..... sq. metres.

2. Utility requirement / Requirement per day

- a. Power
- b. Water (litre)
- c. Gas (m<sup>3</sup>)

3. Other Services

- a. Telephone
- b. Facsimile
- c. E-mail
- d. Any other (specify)

4. Effluents

- a. Composition of effluents and proposal for in-house treatment thereof:
- b. Are there any dangerous or injurious chemicals or processes involved ? If yes, please specify arrangements for disposal:
- c. Arrangements, if any, made by you for environmental control with enclosure:

5. Fire risk

Specify protection arrangements.

● **PART-E: FINANCIAL ASPECTS**

(All costs in '000' US \$)

	Foreign Cost	Local cost	Total
<b>I. Cost of the Project</b>			
a. Land(six months' rent )			
b. Building			
c. Other civil works			
d. Imported machinery			
e. Local machinery			
f. Other assets			
g. i. Pre-operating charges			
ii. Contingencies for machinery for building			
iii. Financial cost during construction			
<b>Total fixed cost</b>			
<b>Net initial working capital</b>			
<b>Total cost of the project</b>			

**2. Capital structure**

	Foreign Source	Local Source	Total
a. Equity			
b. Long term loan			
c. Working capital loan			
<b>Total financing</b>			

**3. Source of Finance**

- a. Foreign sources
- b. Local sources

**4. Debt equity ratio**

**5. Net foreign exchange earnings**

Description	1st year	2nd year	3rd year	4th year	5th year
a) Export (FOB)					
b) Dollar cost (CIF)					
i) Imported materials					
ii) Depreciation on imported machinery and equipment					
iii) Interest on overseas loans					
iv) Royalties/commissions/fees					
v) Others (specify)					
c) Net foreign exchange earnings ( A-B)					

● **PART F: PROJECT IMPLEMENTATION**

**I . Time schedule for commencement of activities from the date of approval of the project:**

Month    Year

**i. Construction of factory building**

- ii. Installation of machinery
- iii. Commencement of trial production

**Note :** If the project presents particular aspects which are not covered by this questionnaire or are covered inadequately, such aspects which have a material bearing on the feasibility of the project should be indicated.

## ? DID YOU READ

- a. The Bangladesh Export Processing Zones Authority Act, 1980 (as modified) : Yes/No
- b. The Foreign Private Investment (Promotion & Protection) Act, 1980: Yes/No
- c. Booklets containing information regarding fiscal / and infrastructure facilities, principles and procedures governing setting up of industries in EPZs and customs clearance procedures and exchange control requirement in EPZs: Yes/No

### ● PART G: UNDERTAKING

We hereby certify the correctness of figures / data / information and documents furnished herein / herewith. We also hereby undertake to furnish further particulars as may be required by the Authority and abide by the rules, regulations and instructions issued by the Authority from time to time.

Signature(s) of applicants(s)

Place.....

Date.....



### CONTACT ADDRESS :

### ● BANGLADESH EXPORT PROCESSING ZONES AUTHORITY



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Phone 832553,9348455,9350236,9350235  
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E-Mail : [bepza@bdmail.net](mailto:bepza@bdmail.net)  
Web page : <http://www.bangladesh-epz.com>  
<http://www.bdmail.net/bepza>

● **DHAKA EXPORT PROCESSING ZONE**

Ganakbari, Savar, Dhaka, Bangladesh  
Phone 832056,836219,832047  
Fax 88-02-836279

● **CHITTAGONG EXPORT PROCESSING ZONE**

South Haliashahar, Chittagong, Bangladesh  
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Telex 66319 BEPZA BJ  
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