



SOFTWARE TECHNOLOGY PARKS OF INDIA

Ministry of Electronics and Information Technology

Government of India

STPI Srinagar Centre- A State-of-the-art Incubation facility at Srinagar



STPI has come up with its new Incubation facility at Srinagar. STPI Srinagar will broadly provide following services to IT/ITES units and Start-ups in the region:-

- Statutory Services**
- Incubation Services**
- Co-Location Services**
- Data communication Services**

Following facilities may be availed at STPI Srinagar Incubation Centre

- Semi furnished Office Space and Raw Space as per requirement**
- 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 and 24/7 security.**
- ➔ **Wide Reception Area and ample parking Space.**
- ➔ **Lush green lawns and eco-friendly work environment.**

Tariff for Incubation Facility at STPI Srinagar

1. Semi Furnished Incubation Facility-

STPI Srinagar Centre has Semi furnished incubation space of around 2878 Sq.ft. The area is available in the form of eight rooms of different sizes as per following details

Space details:-

SN	Type of facility	Room No.	Block A/ Floor	Semi Furnished Space(Sq Ft)	Facilities available
1	Semi Furnished facility in New Building of STPI- Srinagar	PA-11	First Floor	413	Voice, data, power, Hot n Cold AC False Ceiling with aesthetic and energy efficient lights. Sub-meter for Raw power supply.
2		PA-12	First Floor	500	
3		PA-21	Second Floor	416	
4		PA-22	Second Floor	200	
5		PA-23	Second Floor	211	
6		PA-24	Second Floor	290	
7		PA-25	Second Floor	413	
8		PA-25	Second Floor	435	
			Total	2878	

Commercial Details:-

SN	Type of Incubation Area	Monthly Rental	Other Charges
1	Semi Furnished New Building facility	Rs 42/- per sq.ft per month (Space: Rs. 30 + Maintenance Rs. 12)	Rs.600/- per KVA per month as per load for fixed DG backup / raw power and UPS each

Security Deposit Details:-

SN	Description
1	Security Deposit for Semi Furnished Space: Equivalent to three months' rent for space & one month equivalent to Fixed back up charges

- 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.

2. **Raw Incubation Facility:-**

STPI Srinagar has raw space approx. 5622 sq.ft on Ground floor, First Floor & Second Floor of the building(Block B) which gives freedom to the entrepreneurs to start their business as per their own modified office design.

Space details:-New Building (Raw)

SN	Type of facility	Room No.	Floor/Block B	Area (in Sq.ft)	Facilities available
1	Raw Incubation facility new building at STPI-Srinagar	RB-01	Ground Floor	240	Sub-meter for Raw power supply. Voice and data point available in each room
2		RB-02	Ground Floor	205	
3		RB-03	Ground Floor	168	
4		RB-04	Ground Floor	168	
5		RB-05	Ground Floor	420	
6		RB-06	Ground Floor	420	
7		RB-11	First Floor	287	
8		RB-12	First Floor	413	
9		RB-13	First Floor	204	
10		RB-14	First Floor	210	
11		RB-21	Second Floor	413	
12		RB-21	Second Floor	413	
13		RB-21	Second Floor	167	
14		RB-21	Second Floor	167	
15		RB-21	Second Floor	420	
16		RB-21	Second Floor	270	
17		RB-21	Second Floor	420	
18	Block -A	FUE-11	First Floor	417	
			Total	5622.00	

Commercial Details:-

SN	Type of Incubation Area	Monthly Rental	Other Charges
1	Raw Incubation Facility New Building	Rs. 25/- Per Sq.ft per month (Space Rs. 17 + Maintenance Rs. 8) Note:- 20% Loading on the allotted carpet area.	Rs600/- per KVA per month as per load for fixed DG backup /raw power & UPS power each.

Security Deposit Details:-

SN	Description
1	Security Deposit for semi furnished Raw Incubation Space: Equivalent to three months' rent of the office 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' 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.
- 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.

3. Other Facilities:-STPI,Srinagar-New Building

SN	Description	Floor	Tariff
1	15 Seater , Conference Room in Block A	Ground Floor	Rs.300/- per Hour
2	12 Seater Finishing School at First Floor Block-A	Ground Floor	Rs. 250/- per Hour
3	8 Seater Discussion Room at Gfl & FF of Block-A And GF of Block -B	GF, FF-A & GF-B	Rs.130/-per Hour

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

1. Contract Period Duration: **11 months**
2. Lock In Period: **06 Months**
3. Payment Terms: One Month advance cheque / DD and subsequent advance monthly payment before 7th of each calendar month.
4. Termination: One Month advance notice period
5. Extension: Two Months advance request

➤ **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 is shown below:

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

➤ **Benefits / Discounts for Incubatees:**

1. 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.
2. 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.
3. [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.
4. 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.
5. Additional 5% discount over & above the existing discounts shall be provided to following:-
 - a. 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).
 - b. 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).

Address of STPI Srinagar Centre:

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

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

Sh. Asim Khan

Officer In Charge, STPI Srinagar
Mobile : +91-9906628888
Tel. (O)-0194-2300381
Email: asim.khan@stpi.in

Sh. Feroz Ahmad Parray

MTSS-SVI,
Mobile:9419025791
Tel(O)- 0194-2300381
Email: feroz.parray@stpi.in

Sh. Irshad A Badri

MAS-IV-FAG,
Mobile: 9906571263
Tel(O)- 0194-2300381
Email: Irshad.badri@stpi.in

Incubation Application Form

(To be filled by Incubation customer for STPI Srinagar Building)

1	Name of the company*	_____												
2	Name of the Applicant*	_____												
3	PAN No. of the company (In case of Proprietorship, PAN Card of Proprietor)*	_____												
4. Contact Details														
4.1	Registered Address*	_____												
4.2	Contact Address*	_____												
4.3	Mobile No.*	_____												
4.4	Fax No.	_____												
4.5	Telephone No.*	_____												
4.6	Email Address*	_____												
5. Project Details														
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 (INR)	Source of Fund	Reference for funds										
5.3	Details of the Promoter*	_____ (attach doc/pdf)												
6. Requirement Details														
6.1	Customer Requirement (Pl. tick the required option)*	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2" style="text-align: center;">a. Incubation Requirement*</td> </tr> <tr> <td style="width: 50%; text-align: center;">_____ Raw Space</td> <td style="width: 50%; text-align: center;">_____ Semi Furnished</td> </tr> <tr> <td style="text-align: center;">Area requested _____ (sq. ft.)</td> <td style="text-align: center;">Area Requested _____ Sq Feet</td> </tr> <tr> <td style="text-align: center;">Raw/ DG _____ KVA/month</td> <td></td> </tr> <tr> <td style="text-align: center;">UPS _____ KVA/month</td> <td></td> </tr> </table>			a. Incubation Requirement*		_____ Raw Space	_____ Semi Furnished	Area requested _____ (sq. ft.)	Area Requested _____ Sq Feet	Raw/ DG _____ KVA/month		UPS _____ KVA/month	
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)												
7. Incubation Company Details														
7.1	Type of company * (pl. tick anyone option & attach the related document)	____ Start –up ____ less than 3 years old ____ more than 3 years old												
7.2	Location * (Operating from single or multi-location) (pl. tick anyone option & attach the related document)	____ Single ____ more than 3 but less than 5 ____ more than 5												
7.3	Product or service to be developed * (pl. tick anyone option & attach the related document)	____ R&D ____ Product ____ Service												
7.4	Employment Generation per annum* (pl. tick anyone option & attach the related document)	____ more than 25 ____ more than 15 but less than 25 ____ less than 15												
7.5	Is the company availing any scheme benefits that is approved by MeitY?*	____ Yes _____ No (Pl. tick an option) If yes, Give Details _____ (attach the required document)												
7.6	Projected Employment & Revenue year wise for next 3 years*	<table border="1"> <tr> <td></td> <td>Year 1</td> <td>Year 2</td> <td>Year 3</td> </tr> <tr> <td>Employment</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Revenue</td> <td></td> <td></td> <td></td> </tr> </table>		Year 1	Year 2	Year 3	Employment				Revenue			
		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	_____ Yes _____ No (Pl. tick an option) If yes, give details _____ (Attach the doc./pdf)												
7.12	Amount Remitted Total	_____ (by Cheque/RTGS/NEFT**/RTGS**) Amt (in words) _____ Security Deposit Rs. _____ 1 Month Advance Rs. _____												

*-mandatory columns **- in case of NEFT/RTGS, pl. furnish the receipts of 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.

I hereby agree that security deposit as well as one month advance as mentioned above may be forfeited if the agreement is not executed within next 30 (thirty) days from the date of payment or vacated before lock in period for the demised premises. Further, I agree to abide all the rules and regulations of STPI regarding Incubation facility.

Sign. _____

Name: _____

Designation: _____

Stamp of organization: _____

Date: _____