

Procedure for Bonding of Imported capital Goods

Consequent to the receipt of Import Approval from STPI and after actual import of equipment, the following procedure should be followed for physical supervision by Bonding Officer of STPI

Format of Bond Register for imported capital goods

After the goods reaches the location of the STP unit, the details of the goods are to be entered in the bond register, duly maintained. Bond register is required to be separate for each location in case of STP /EHTP units are having multiple locations.

Application for Bonding request

- Thereafter, the physical supervision will be taken over by STPI for which STPI should be informed (format for requesting physical supervision is at **Annexure-XIII**) as soon as the goods reaches the STP units. The request may be mailed to exim.bonding@blr.stpi.in.
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- STPI Bonding officer will inspect the imported capital goods in relation with the import approval issued by STPI, BoE, Packing list etc.,

Format of Re-warehousing Certificate

The Bonding Officer will endorse the Bond Register and will issue re-warehousing certificate (format is at **Annexure-XIV**) for above re-warehousing done in normal course, this re-warehousing certificate, has to be submitted to customs office from where the movement of the goods started to cancel the transit bond before 21 days of boning of equipment.

Format of sticker for imported capital goods

After physical supervision and bonding of the imported Capital Goods STP units are required to fix a sticker mentioning “**THIS ITEM SHOULD NOT BE REMOVED FROM STP BONDED AREA**”. The sticker should be in red color (format of STICKER is at **Annexure XV**). This is required to be attached so as to differentiate the Duty Free imported capital goods from the others. Also, the sticker should contain the BOE No. & Date, Bond No. & Date, Import approval No. & date.

Note :-

In cases, where the goods have been found short-shipped, short landed or lost in transit prior to actual import, and/or detected as such at the time of Customs clearance, import of replacement goods will be permitted on the strength of the certificate issued by the Customs authorities / STPI authorities without an import license.

In case units are operating in more than one location, a separate Bond Register should be maintained and should be made available / placed in the respective location

*The units are advised to maintain a database in order to keep the track of Capital Goods Imported. (**Annexure XXI** gives a broad outline of database that should be maintained)*

- *The units are also advised that the Imports Approval, Attested Invoice **BoE** & related documents should be preserved neatly as it is statutory to retain the documents for 10 years.*

Comments : *For any comments or suggestions, mail us to exim@blr.stpi.in*