

Ex. Jayanta Das, C.E.M

Senior General Manager

B. Tech (Mech.) | IITD | PGDMS | MBA(UK)



India Trade Promotion Organisation
(A Government of India Enterprise)
Department of Commerce

Member of : **ATPF** | **IAEE** | **ufi**
Asian Trade Promotion Forum | International Association of Export-Import Banks

No.ITPO/TIR&P/MEM/2019-20

Dear Sir/Madam,

India Trade Promotion Organisation (ITPO) is a premier trade promotion agency of Government of India under the Department of Commerce. As part of its efforts to promote trade, ITPO launched a technically advanced trade portal: www.tradeportalofindia.org as a one-stop point for dissemination of trade information to the trade and industry (under process for renewal please).

To avail of the facilities and services offered by ITPO through its Trade Portal, we invite you to enroll with ITPO, as a Member. On becoming a member, your company would be able to access trade enquiries and other information available in the Business Trade Portal.

- Interactive global directories of
Importers/exporters/wholesalers/distributors/manufacturers/agents at BIC, ITPO.
- Indian Export Bulletin which interalia includes:
 - Trade Enquiries
 - Information on ITPO's trade promotion activities, Trade Fairs and Exhibitions organized by ITPO in India, abroad and third party fairs in Pragati Maidan, New Delhi
 - Overseas Market Information
 - Overseas Tender Information
- Link to various trade related organizations through trade portal.
- Access to ITC Trade Map containing import/export trade statistics of countries across the globe for all products, as per HS classification at BIC, ITPO.

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In order to enroll your company/institution with ITPO as a member, kindly send us the enclosed Membership Application Form duly filled in along with requisite documents and Demand Draft/NEFT Details for an amount of **Rs.3,540/- (Rs. 3,000/- as membership fee and Rs.540/- as GST @ 18%)** in case of individual company and membership fee for Institutions/Chambers of Commerce, EPCs, TPOs, Ministries, Federations is **Rs. 8,850/- (Rs. 7,500/- as membership fee and Rs. 1,350/- GST @18%)**. The Demand Draft/Pay Order/Banker's cheque should be drawn in favour of '**India Trade Promotion Organisation**' payable at New Delhi. For any further information or clarification(s), please contact the Team TIR&P, India Trade Promotion Organisation, Pragati Bhawan, Pragati Maidan, New Delhi-110001, Tel: 011-23378817/23378929 (Unit head Ms. Shashi Gupta, Sh. Raj Pal Singh, Ms Indira) or by e.mail: jd@itpo.gov.in/ membership@itpo.gov.in

Thanking you,

Yours faithfully,



(Jayanta Das)
Senior General Manager
Trade Information Relations &
Policy Division



INDIA TRADE PROMOTION ORGANISATION

(TIR&P Division)

Membership Application Form

1.	Company/Institution Name (Login ID in case of renewal)	
2.	Chief Executive Name/designation	
	Contact Person Name/designation	
3.	Address (mailing)	
	City / State	
	Postal Code	
4.	Phones (s) landline (with area code)	
	Mobile	
	e.mail	
	Website	
5.	Year of Establishment	
6.	PAN Card of Company	
7.	IEC Code No.	
8	GST No.	
9.	Principal Bank Reference	

10. Type of Business

(i) Manufacturer ()

(ii) Exporter:

(a) Manufacturer Exporter ()

(b) Merchant Exporter ()

STATUS CATEGORY	Export Performance FOB/FOR (as converted) Value [in US\$ million] during current and previous two years	Please tick (_/)
One Star Export House	3	
Two Star Export Houser	25	
Three Star Export House	100	
Four Star Export House	500	
Five Star Export House	2000	

(iii) (a) Export Oriented Unit (EOU) ()

(b) Unit located in SEZ/AEZ/EHTP/STP/BTP ()

(c) Exporter of Services ()

11. Manufacturer Status: Micro () Small () Medium () Large ()
12. Ownership: Proprietorship Firm () Partnership Firm ()
Pvt. Ltd. Company () Public Limited Company ()
State Enterprise () Other (if any), please specify_____

Please attach following documents, as applicable:

1. Manufacturer - Registration with Directorate of Industries.
2. Exporter- (i) IEC Code
(ii) Registration Certificate relating SEZ/EPC/FIEO/STP
(iii) Certificate of incorporation of company/institution
(iv) Certificate of GST

13. Annual Exports (in Rs. Lakhs):_____
14. Product (s) Description
(a) Product (s) being exported/manufactured: _____
(b) Items of Export with HS Code (6 digits) : _____
(c) Items of Import with HS Code (6 digits) : _____
15. Exporting Countries:_____

16. The ITPO's bank details are as follows:

Name of the Beneficiary	India Trade Promotion Organisation
Name of the Bank	Central Bank of India
Branch Address	Pragati Maidan, New Delhi
Account No.	1167404133
Type of Account	Saving
IFSC Code	CBIN 0284078
MICR Code	110016150
PAN No.	AAATI2955C

17. Payment Details:

DD No./UTR No.	
Date	
Amount	
Issuing Bank	

Name and Signature _____

Company Seal _____

- Please Note: (i) Payment by cheque will not be accepted
(ii) Membership Charges for Company: **Rs.3540** (Rs.3000 + GST @ 18%)
(iii) Membership Charge for Institution: **Rs.8850** (Rs.7,500 + GST @ 18%)
(iv) In case of Renewal, please mention allotted Membership No.

