SINGLE WINDOW SYSTEM

Standard
Operating
Procedure
(SOP) for
Registratio
n and
Apply for
Intention.



Step 1.1 – Investor login

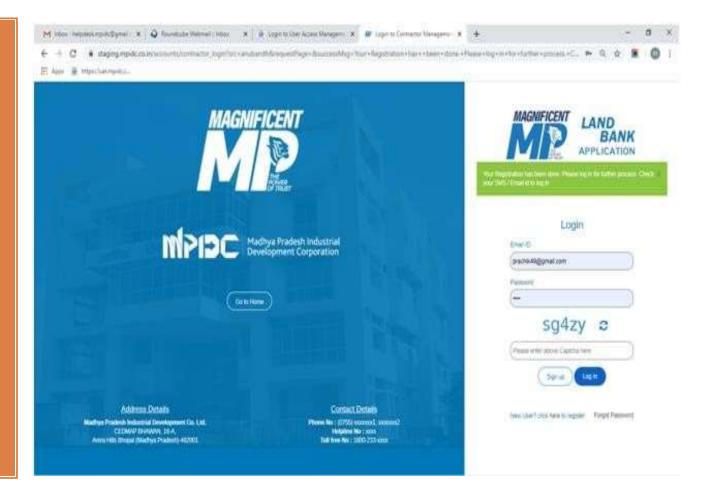
User will enter URL invest.mp.g ov.in Click on "Contractor /Investor/ Vendor login" option.



Step 1.2 – Investor login with user id and password

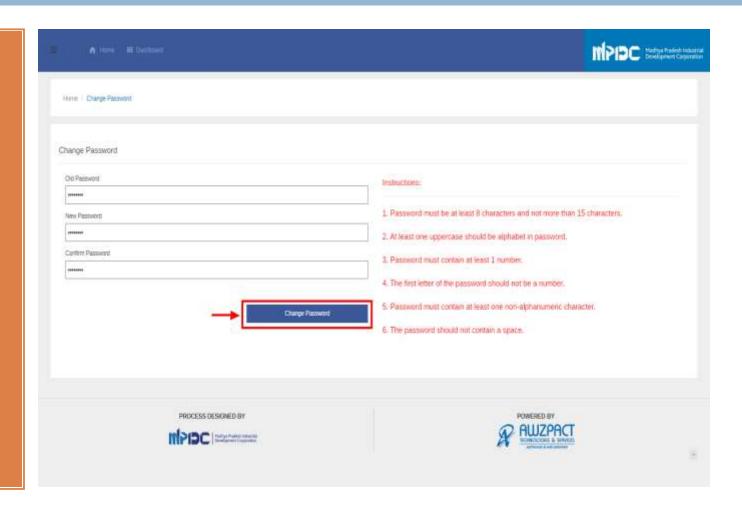
User will login by using Login credentials.

User ID
and
Temporary
Password
will share
on
Registered
Mobile No.
& e-Mail
ID.



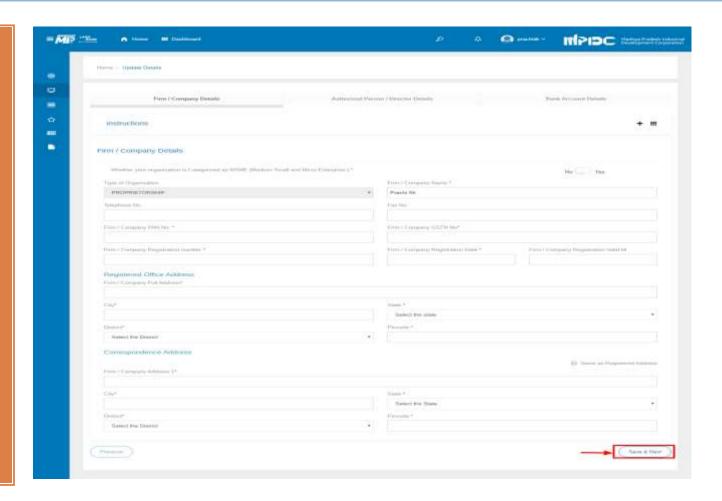
Step 1.3 – Reset Password

User will reset password.



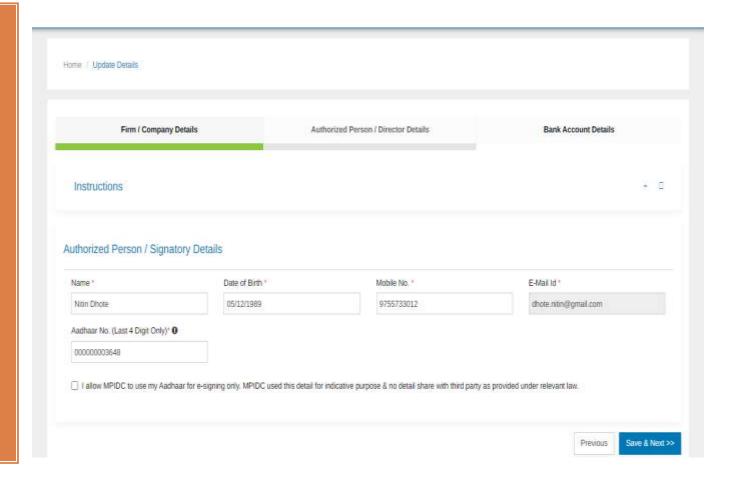
Step 1.4 – Fill firms/Company details

User will complete their profile with mandatory details then click on "Save & Next".



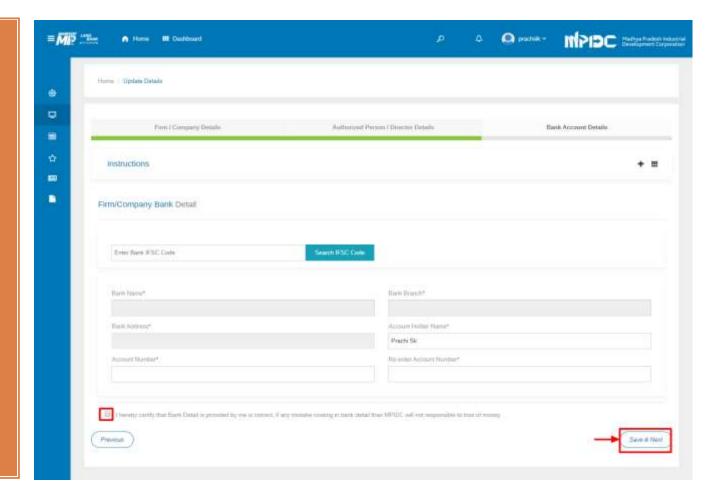
Step 1.5- Fill Authorized Details

Click on "Save & Next" and submit the form.



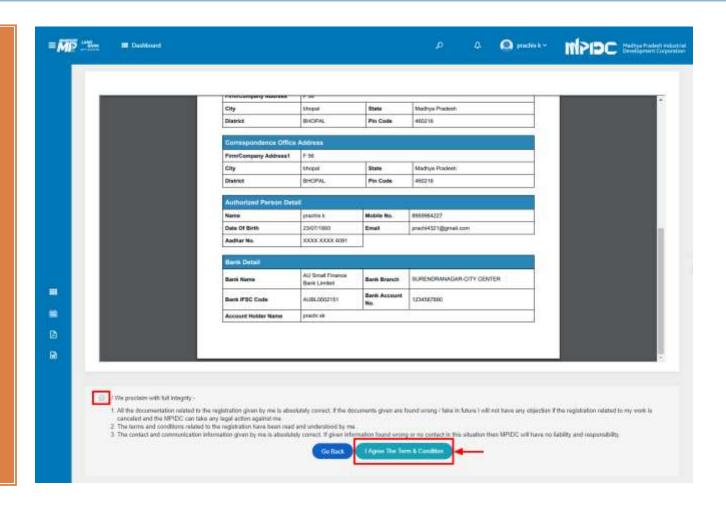
Step 1.6 – Fill firms/Company details

Click on
"Save &
Next" and
submit the
form.



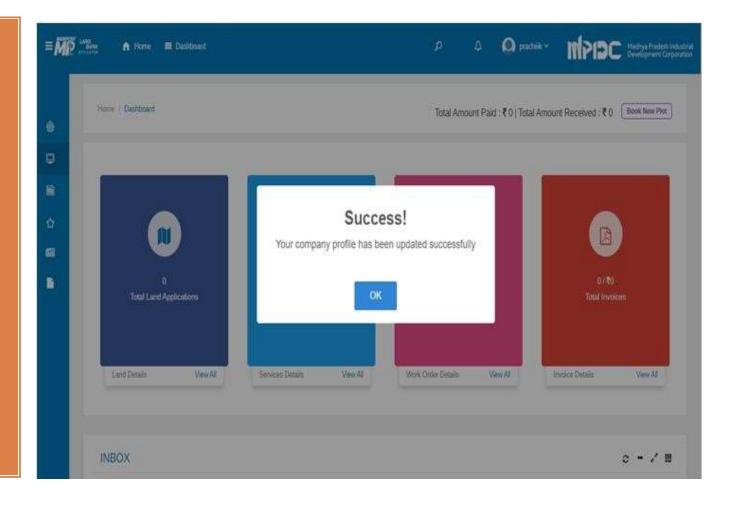
Step 1.7 – Registration Certificate

Click on the checkbox & click on I Agree Terms & Condition.



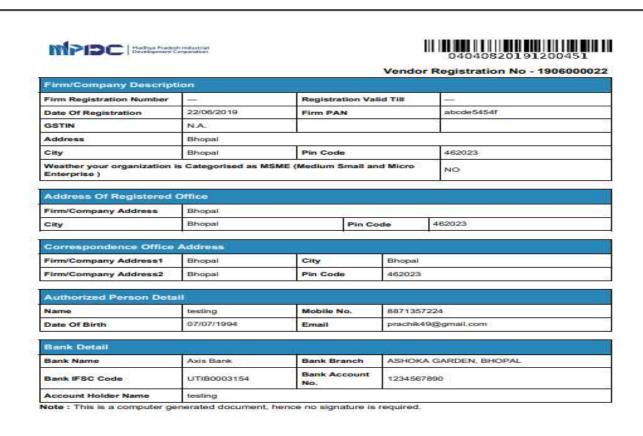
Step 1.8 – Registration Completed

Success message.



Step 1.9 - Download Certificate

Registration Certificate has been generated.

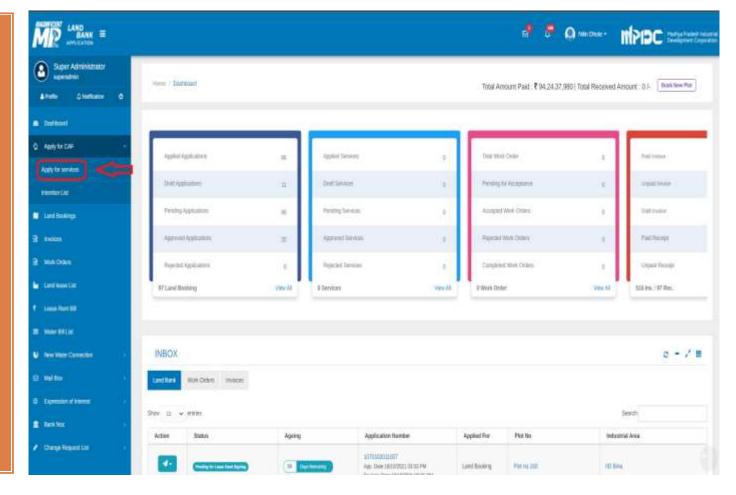


Step 2.1 – Apply for Intention Process

Step-

1.After completion of profile user may file Intention.

2.Investor will
Apply for
Intention to
Invest from the
left menu.

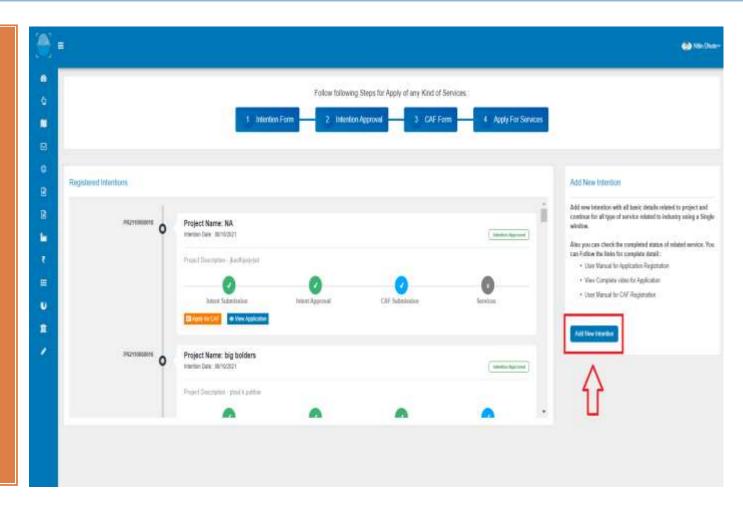


Step 2.2 – Apply for Intention Process

Step-

1.Industry can view all the Registered Intentions.

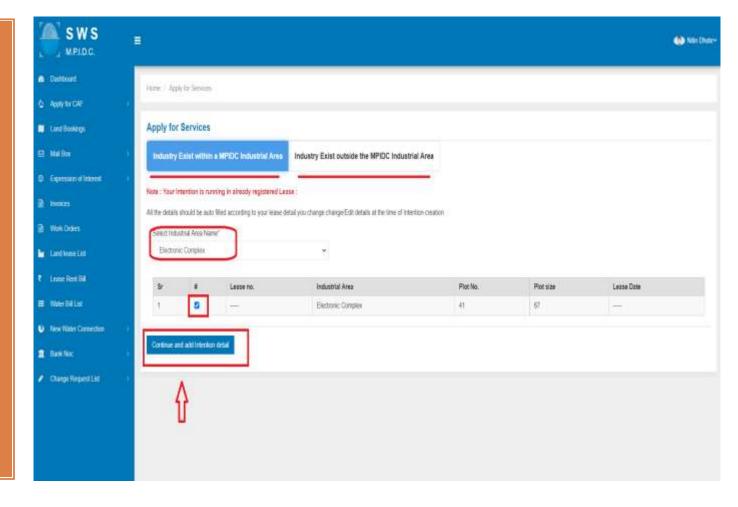
2.For
Applying new
Intention
please click
on "Add New
Intention"
button.



Step 2.3 – Apply for Intention Process

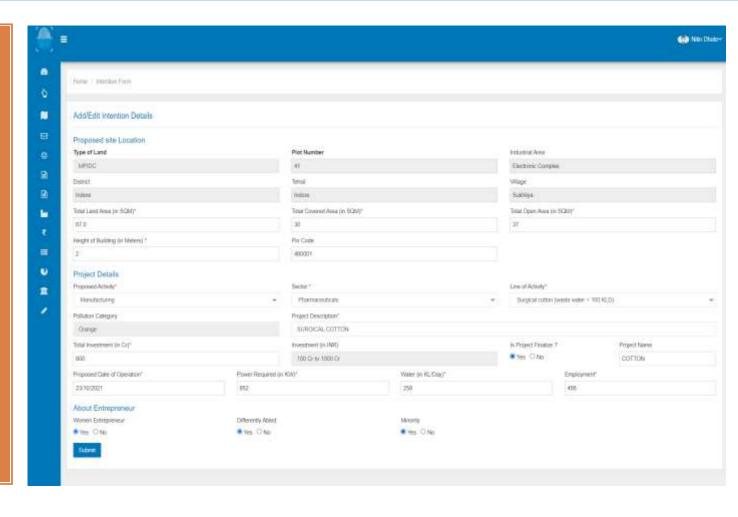
Step-

- 1. If the industry exist within a MPIDC IA, then Industry can Apply for Intention by clicking on existing Lease.
- 2. If the industry exist outside the MPIDC IA /Apply for Fresh Intention, then Industry can click on second tab.



Step 2.4 – Apply for Intention Process

Step-1. Investor Add/ Edit Intention Details like **Proposed Site** Location, **Project Details** etc & click on the submit button

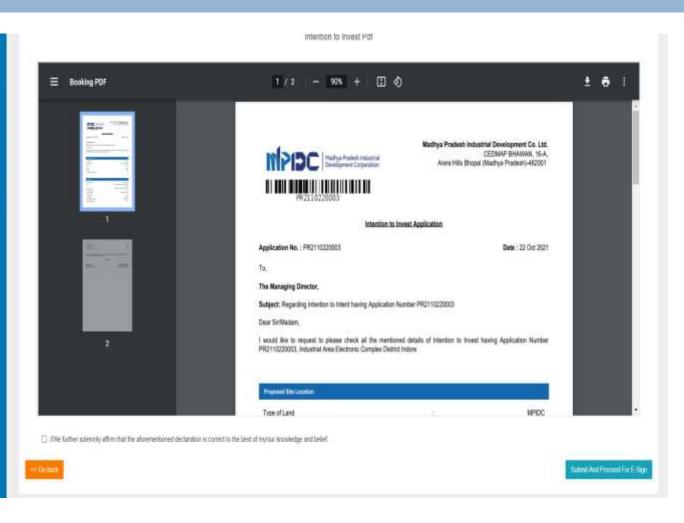


Step 2.5 – Apply for Intention Process

Step-1.Intention is auto approved & industry can download the generated Intention to Invest PDF.

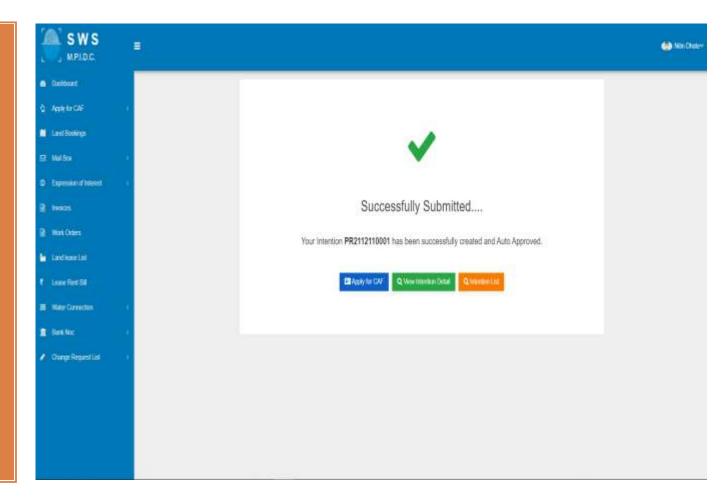
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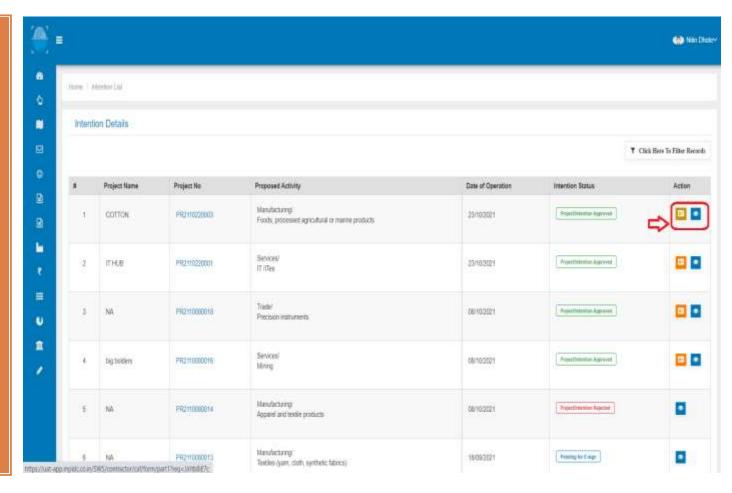
Step 2.6 – Apply for Intention Process

1.After
Intention has been auto approved, industry can apply for CAF or switch to Intention list.



Step 3.1 – Apply for CAF Process

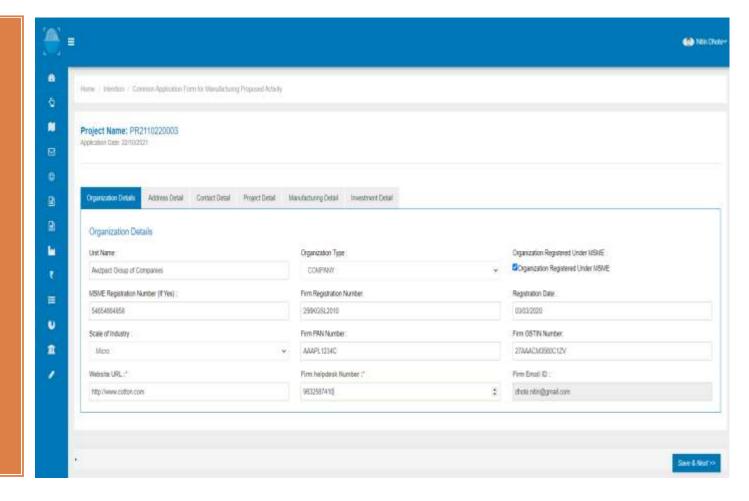
1.Investor will
Apply for
Common
Application
Form for
Approved
Intention by
click on the
'Action' Button.



Step 3.2 – Apply for CAF Process

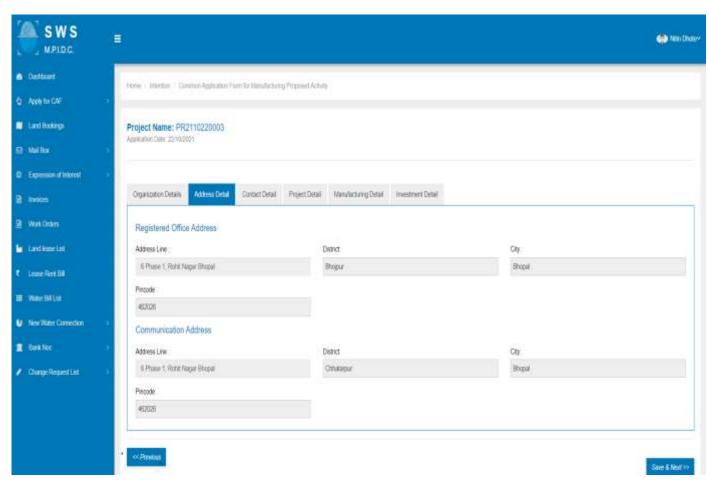
Step-

1.Industry will update the Organization Details like Unit Name, Pan Number, GSTIN Number, Registration number.



Step 3.3 – Apply for CAF Process

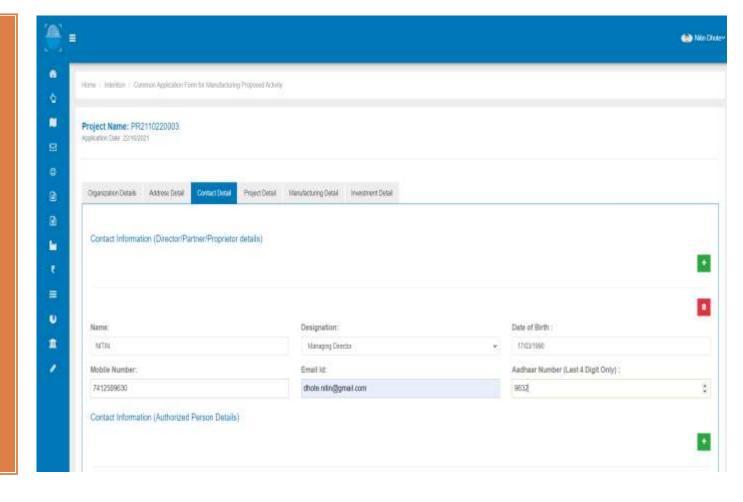
Step-1.Industry will view and update the Address Detail.



Step 3.4 – Apply for CAF Process

Step-

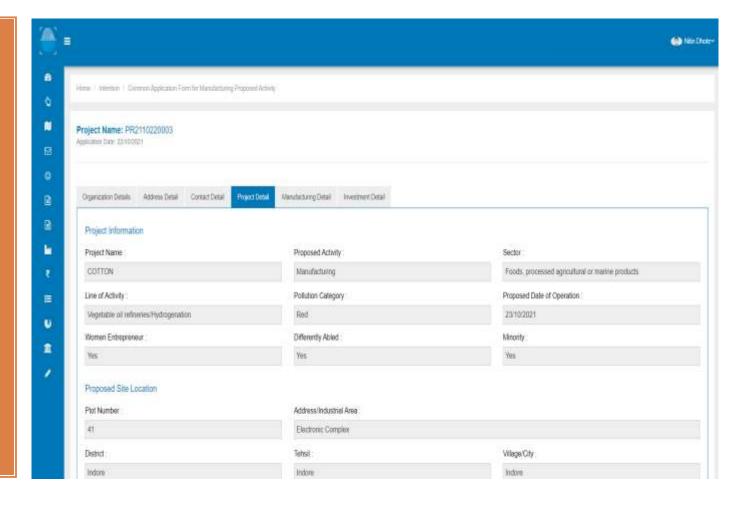
1.Industry will update the Contact detail of Director, Partner, Proprietor.



Step 3.5 – Apply for CAF Process

Step-

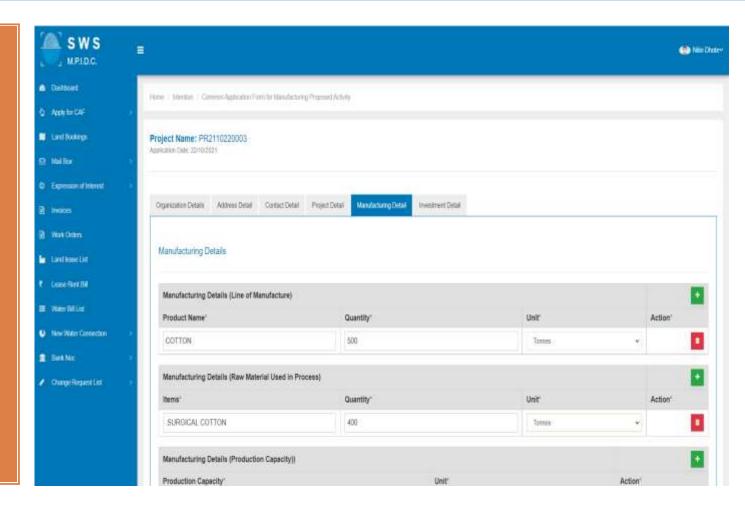
1.Industry will update the Project Detail like Project Information and proposed Site Location .



Step 3.6 – Apply for CAF Process

Step-

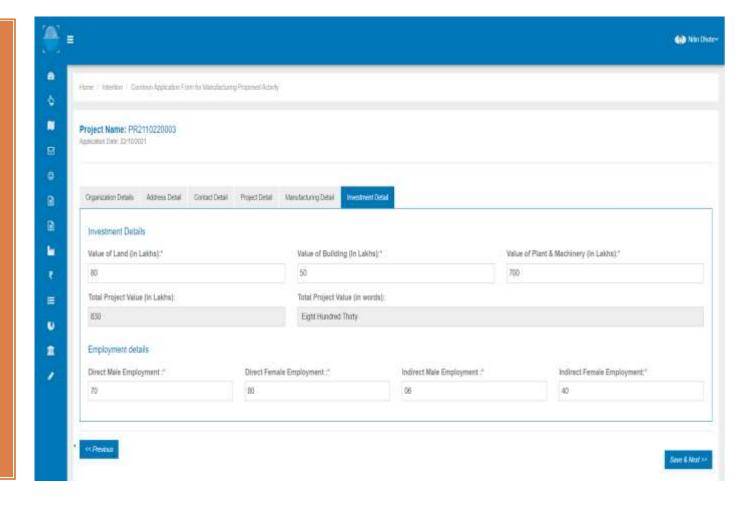
1.Industry will update the Manufacturing Details of Product .



Step 3.7 – Apply for CAF Process

Step-

1.Industry will update the Investment Details and Employment Details.



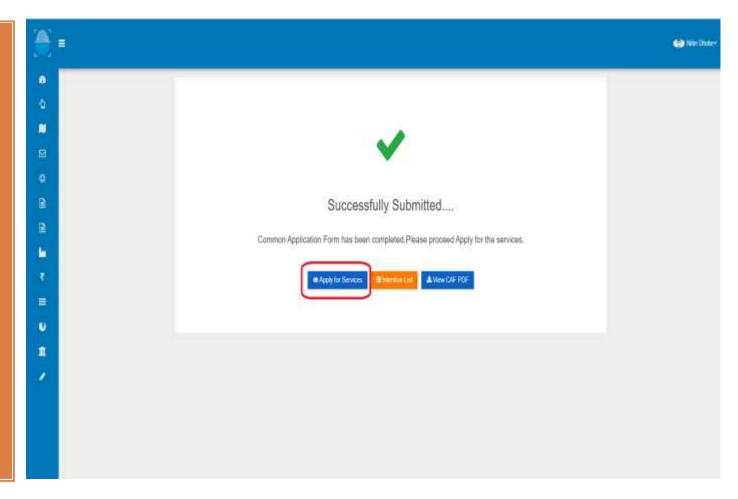
3.8- Apply for CAF

1.Industry will digitally signed on CAF PDF.



Step 3.9 – Apply for CAF Process

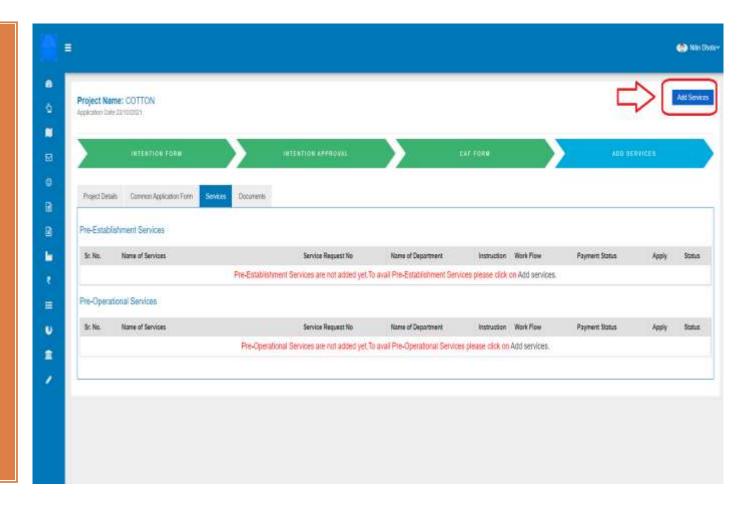
1.After
successfully
Submission of
the Common
Application
Form, Investor
will Apply for
Services.



Step 4.1 – Apply for Services Process

Step-

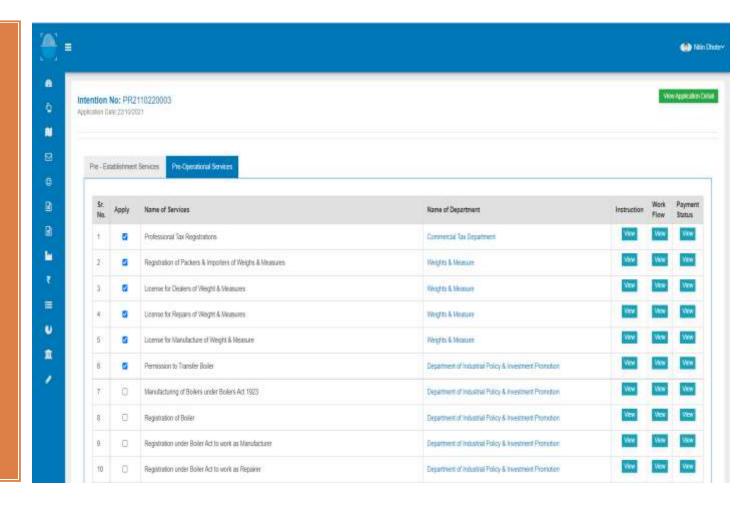
1.Industry will Apply for Services by clicking on 'Add Services' Button.



Step 4.2 – Apply for Services Process

Step-

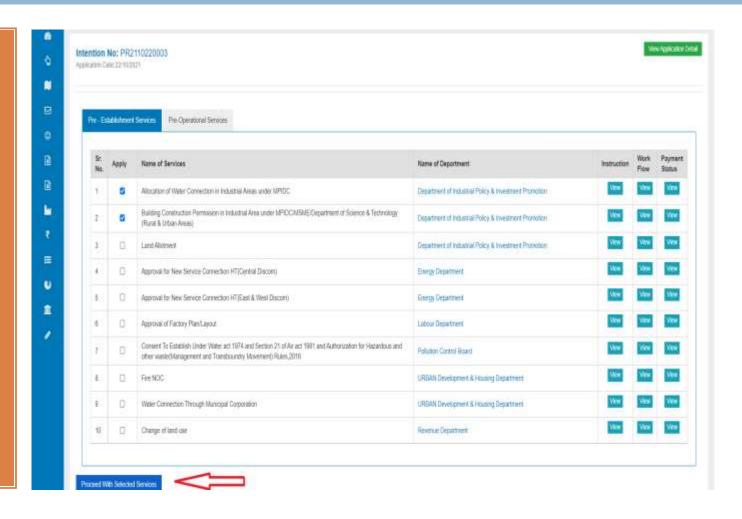
1.Industry will
Add the Pre –
Establishment
Services and
Pre –
Operational
Services.



Step 4.3 – Apply for Services Process

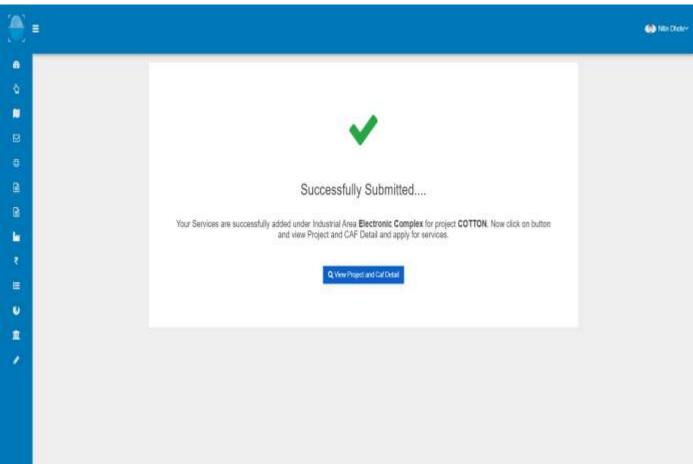
Step-

1. After the selection of Services click on the "Proceed Button".



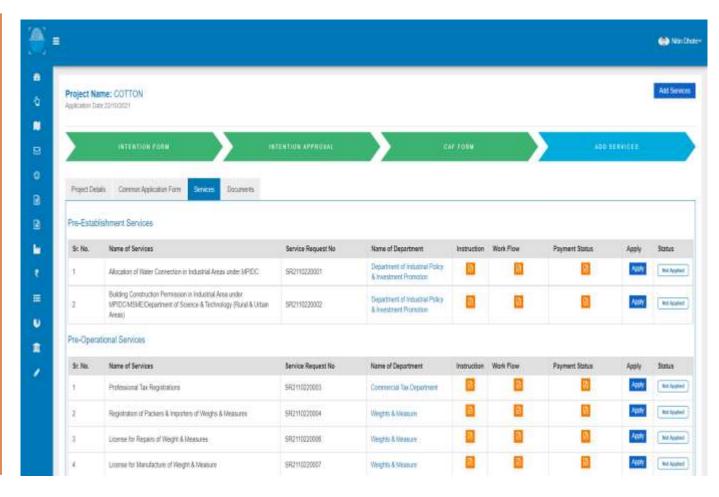
Step 4.4 – Apply for Services Process

Step-1.After service section industry will apply for selected services.

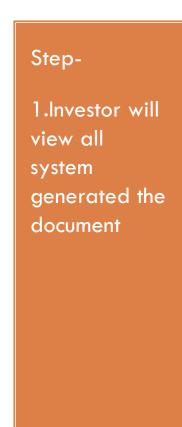


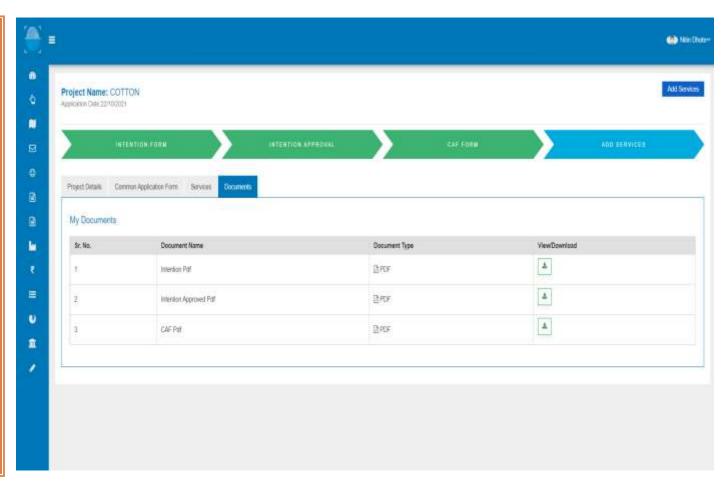
Step 4.5 – Apply for Services Process

Step-1.Industry Apply for Services by Click on "Apply" Button.



Step 4.6 – Apply for Services Process





THANK YOU