User Manual for Incentive Module
1. Application for Incentives

Step 1: Go to Single Window Portal (https://invest.mp.gov.in/) Home Page and click on the Login tab.

The user can login with the valid credentials.
Step 2: The dashboard of the investor appears after logging in where the user can see the list of applied projects.

Step 3: After selecting the desired project for which the user wants to apply the project dashboard for the project opens & the user clicks on ‘DIPIP Incentive’.
Step 4: After clicking on the DIPIP Incentives, the list of incentives that can be applied by the user appears.

Step 5: The user selects 'Investment Promotion Assistance', first the user fills CAF Form for Incentives.
Step 6: After filling the CAF Forms, the user will be directed to the Service Specific form of 'Investment Promotion Assistance'
Step 7: After filling the required details of the Investment Promotion Assistance application form, the user will upload the related documents via Portal.

After clicking the submit tab the application will be submitted.
The application has now successfully submitted
2. Downloading of ‘Intimation Letter’

Step 8: The user receives the ‘Intimation Letter’ in his inbox, after filling and processing of the application.

Step 9: The investor can download the same via Inbox.
Madhya Pradesh Industrial Development Corporation
User Manual for Land allotment

Step 11: The user can download the ‘Intimation Letter’ by clicking on the inbox

Step 12: The user can download the Intimation Letter by clicking on the download icon
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[Intimation Letter]

M.P. INDUSTRIAL DEVELOPMENT CORPORATION
MP INVEST - SINGLE WINDOW SYSTEM

No./MPIDC/SLEC/I.L./2019/15

Bhopal, Date: 13/02/2019

Managing Director
MPIDC Ltd

No./MPIDC/SLEC/I.L./2019/16

Bhopal, Date: 13/02/2019

Managing Director
MPIDC Ltd
3. **Claim Form Application**

**Step 13:** After downloading the intimation letter, the user is now eligible to fill the claim form for Investment Promotion Assistance.

![Image](image-url)

The investor can fill the claim form by clicking on the Claim Form tab.

After clicking the ‘Claim Form’ tab the subsequent screen opens.

![Image](image-url)

The user clicks on the ‘Take Action’ icon, where the user can fill the claim form.
The user can upload the required documents in the form as well

After clicking on ‘Save & Forward’ the application will be forwarded to concerned MP IDC official for further processing
4. Downloading of Sanction Order

Step 12: The user receives the ‘Sanction Order’ in his inbox, after filling and processing of the Claim Form.

Step 13: The investor can download the same via Inbox.

The user can download the ‘Sanction Order’ by clicking in the download icon.
‘Sanction Order’

M.P. INDUSTRIAL DEVELOPMENT CORPORATION
MP INVEST - SINGLE WINDOW SYSTEM

No./MPIDC/F.I./S.O./2019/3
Bhopal, Date: 31/01/2019

Sanction Order

In pursuance of the decision taken by the State Level Empowered Committee (SLEC) in meeting no. 76575 held on 14/01/2019, an amount of Rs. 54.00 Cr. (in words fifty-four Croros) is hereby sanctioned as an Investment Promotion Assistance (IPA), under Investment Promotion Assistance Scheme to M/s Incentive testing for the financial year 2018 - 19, subject to the conditions and particulars mentioned below:

<p>| | | |</p>
<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td>1.</td>
<td>Name of the Unit</td>
<td>Incentive testing</td>
</tr>
<tr>
<td>2.</td>
<td>Address of the Unit</td>
<td>Incentive testing</td>
</tr>
<tr>
<td>3.</td>
<td>Type of the Unit</td>
<td>Diversification</td>
</tr>
<tr>
<td>4.</td>
<td>Date of Production</td>
<td>30/01/2019</td>
</tr>
<tr>
<td>5.</td>
<td>Eligibility Period of assistance</td>
<td>From 26/01/2019 to 22/01/2019</td>
</tr>
<tr>
<td>6.</td>
<td>Year of claimed assistance</td>
<td>2018 - 19</td>
</tr>
<tr>
<td>7.</td>
<td>Maximum amount of assistance(IPA) permissible, i.e. total eligible investment in Plant &amp; Machinery (in Cr.)</td>
<td>433.00</td>
</tr>
<tr>
<td>8.</td>
<td>Yearly installment of IPA sanctioned by SLEC (in Cr.)</td>
<td>433</td>
</tr>
<tr>
<td>9.</td>
<td>Sales Percentage for the claimed year</td>
<td>32.00 %</td>
</tr>
<tr>
<td>10.</td>
<td>Basic amount of IPA (in Cr.)</td>
<td>434.00</td>
</tr>
<tr>
<td>11.</td>
<td>Geographical Multiple</td>
<td>1.00</td>
</tr>
<tr>
<td>12.</td>
<td>Employment Multiple for the claimed year</td>
<td>1.00</td>
</tr>
<tr>
<td>13.</td>
<td>Export Multiple for the claimed year</td>
<td>1.00</td>
</tr>
<tr>
<td>14.</td>
<td>Sanctioned amount of Investment Promotion Assistance for the financial year 2018 - 19 (in Cr.)</td>
<td>32.00</td>
</tr>
<tr>
<td>15.</td>
<td>Total Sanctioned Assistance till previous years (in Cr.)</td>
<td>32.00</td>
</tr>
<tr>
<td>16.</td>
<td>Total Sanctioned Assistance (in Cr.)</td>
<td>54.00</td>
</tr>
</tbody>
</table>

(II) The assistance receiver of Investment Promotion Assistance (IPA) binds himself with the provisions, terms & conditions under the Scheme.

(III) That the assistance may have to be released in installments keeping in view of the budget constraints or any other reason and not that no interest would be leviable.

(IV) In case of receiving assistance on the basis of incorrect facts / information, the unit will have to return the assistance amount with 12 percent interest, otherwise, the amount will be collected as arrears of land revenue.

Managing Director
MPIDC Ltd.
Disbursement of incentives is done through centralised system of Madhya Pradesh Treasury & Accounts Department, which is 100% online & integrated with INVEST Portal.