

Date : 30.04.2018

Andhra Pradesh Innovation Society (APIS)

Sub: EOI for empanelment of professional agencies for advising Startup units

Andhra Pradesh Innovation Society (APIS) was incorporated as a Society under the Andhra Pradesh Societies Registration Act, 2001 by the Government of Andhra Pradesh with a mandate, inter alia, to create policies to promote Innovation Agenda in the State and design an Innovation and Transformation Academy.

APIS invites EOI from reputed professional agencies for advising Startup units on contractual basis for a period of two years. APIS will be only facilitating the Startups through these services. APIS, however, doesn't take any responsibility on the technical/ legal implications if any arising out these services provided by the shortlisted agency. The agency fulfilling the following criteria should only apply;-

Eligibility Criteria

The Agency should have experience of registering Startup units for not less than 2 years with reputed clientage. The cut-off date for ascertaining experience will be 31st March 2018. Preference will be given to the agency having experience of conducting similar kind of assignment with Public Sector Undertakings.

Scope of Work

The Scope of Work will be as follows:

- ☞ Incorporation of Startup units under the Companies Act/ Limited Liability Partnership Act/Societies Registration Act/Indian Trusts Act
- ☞ Obtaining registrations under GST, PF, ESI and other applicable laws to the Startups
- ☞ Advising on Accounting and Taxation issues from time to time
- ☞ Drafting & vetting of various legal documents & agreements
- ☞ Providing Legal Advise/Opinion as and when required
- ☞ Obtaining requisite approvals / sanctions from various Statutory Authorities from time to time
- ☞ Advising the Startup units under various provisions of the Companies Act, Limited Liability Partnership Act, Societies Registration Act, Indian Trusts Act and other applicable laws
- ☞ Advising the Startup units for availing tax exemptions and other benefits as prescribed by Government of India
- ☞ Any other works as may be assigned from time to time

Interested agencies may please send their detailed profiles, copies of relevant documents along with the fees chargeable per month including applicable taxes for undertaking the above assignment through e-mail to ceo_innov@ap.gov.in.

For any further clarifications, may please contact +91-9121219610, Andhra Pradesh Innovation Society, New Government Offices Building, Room No. 317, 3rd Floor, MG Road, Vijayawada – 520010

APIS reserves the right to cancel this process at any stage without assigning any reason.