

Dear concern,

We are Taxsense Limited Consultancy Firm, one of the fastest growing consultancy firms in Bangladesh currently. We have a dedicated team who are vastly experienced in the financial and consultancy service field. We consist of Lawyers, Chartered Accountants and Income Tax Practitioners and have acquired remarkable expertise on Taxation, Company & Commercial Laws, Audit, VAT, Business Licenses and related legal issues.

Taxsense Limited

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Taxsense All Services

Commissor	Required document
Services	(Online)
TAX	1. NID Card
	2. Tax Identification
	Number (TIN) 3. Pagement Size Photos
	3. Passport Size Photos 4. Present & Permanent Address
	5. Salary Certificate/Statement (if job holder 1st July 2023-
	30th June 2024)
	6. Bank Statement (1st July 2023- 30th June 2024)
	(All Accounts)
	7. Trade license (if businessman)
	8. Gratuity Receipt Statement (if any)
	9. TDS- Tax deduct at source certificate/ Copy of challan
	10. DPS Certificate/Statement (If applicable)
	11. Insurance Certificate (If applicable)
	12. Shanchay Patro (If applicable)
	13. Fixed Deposit (If applicable)
	14. House Documents/Deeds (If applicable) 15. Apartment Document/Deeds (If applicable)
VAT	1. NID
VAI	2. Trade license/ Certificate of Incorporation *
	3. TIN Certificate*
	4. Phone Number
	5. E-mail address
	6. Rent agreement
	7. Import Registration certificate/export registration
	Certificate (If Applicable)
	8. List of all sales shops; Sales centres, full address,
	equipment, machinery, fittings, product
	9. features and amendment of the products manufactured.
	10. List of invoice and stored product 11. Agreement of Partnership (If Partnership Company)
	12. Bank Statement *
	13. BIDA registration (If Applicable
	14. Memorandum of Association (MOA) and Articles of
	Association (AOA) (If Private/Publice Company)
	15. Projected Turnover in next 12 Months Period *
	16. Number of Employee*
	17. Manufacturing (Layout Plan & Machinery List)
Company Registration	1. NID Card
(RJSC)	2. Tax Identification
	Number (TIN) 3. Possport Size Photos
	3. Passport Size Photos 4. Present & Permanent Address
	5. Two witness Nid & phone number
Foreign or Joint venture	1. NID Card
	2. Tax Identification
company	Number (TIN)
	3. Passport Size Photos
	4. Present & Permanent Address
	5. Two witness Nid & phone number
	6. Proposed Bank Account & Encashment Certificate



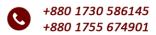


Trade License	1. NID Card
	2. Tax Identification
	Number (TIN)
	3. Passport Size Photos
	4. Address Documents
	(Holding tax, Land Map)
	5. Fair Licenses
	6. Environment
	Licenses 7.NOC
	8. Rent Agreement
	9. RJSC
Trade Mark Application	1. NID Card
	2. Tax Identification Number
	(TIN) 3. Passport Size
	Photos
	3. Address Documents
	4. Trade License
	5. RJSC
	6. Logo description
	o. Logo description
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Company Tin	1. NID Card (Authorised Person)
	3. Incorporation Certificate
	2. Tax Identification
	Number (TIN) Authorised Person
	3. Address Documents
	4. e-mail address & Phone Number
Partnership TIN	1. NID Card (All Partner)
Tarthership TIIV	3. Incorporation Certificate (if RJSC
	Registration)
	2. Tax Identification
	Number (TIN All Partner)
	3. Address Documents
	4. Trade License
	5.E-mail address & Phone Number
DIN	1 NID Coul
BIN	1. NID Card
	2. Tax Identification
	Number (TIN)
	3. Passport Size
	Photos
	4. Address Documents
	5. RJSC
	6.Bank Solvency
	Certificates
	7. Rent agreement
	7. Kent agreement



FDC		1 Trada Licansa*
ERC		1. Trade License* 2. Membership Certificate from recognized Chamber/Trade Association* 3. NID, TIN & Passport Size Photos (All Owner) 4. Bank Certificate* 5. MOA & AOA & Form XII and Certificate of Incorporation (in case of Limited Company) * 6. Partnership Deed (in case of Partnership Company) * 7. Income tax Certificate / Acknowledgment (Income tax return must be Online) * 8. Phone Number & E-mail-Address * Contac Person ***All documents must be in colour/original scan copy***
	Commercial IRC	1. Trade License* 2. Membership Certificate from recognized Chamber/Trade Association* 3. NID, TIN & Passport Size Photos (All Owner) 4. Bank Certificate* 5. MOA & AOA & Form XII and Certificate of Incorporation (in case of Limited Company) * 6. Partnership Deed (in case of Partnership Company) * 7. Income tax Certificate / Acknowledgment (Income tax
		return must be Online) * 8. Phone Number & E-mail-Address * Contac Person ***All documents must be in color/original scan copy***
IRC	Industrial IRC (First Adhoc)	1.Trade License* 2.Membership Certificate from recognized Chamber/Trade Association* 3.NID, TIN & Passport Size Photos (All Owner) 4.Bank Certificate* 5.Machineries & Raw Material List 6.MOA & AOA & Form XII and Certificate of Incorporation (in case of Limited Company) * 7.Partnership Deed (in case of Partnership Company) * 8.Income tax Certificate / Acknowledgment (Income tax return must be Online) * 9.Phone Number & E-mail-Address * Contac Person 10.Fire License & Environment Certificate * 11.Half Yearly Import & Yearly Import Limit. 12.Bangladesh Investment Development Authority (BIDA) Permission & (First Adhoc) All documents must be in color/original scan copy***
	Multinational IRC	1. Trade License* 2. Membership Certificate from recognized Chamber/Trade Association (Multinational)* 3. NID, TIN & Passport Size Photos (All Owner) 4. Bank Certificate* 5. Passport of foreigners* 6. Work Permit for BIDA* 7. MOA & AOA & Form XII and Certificate of Incorporation (in case of Limited Company) * 8. Partnership Deed (in case of Partnership Company) * 9. Income tax Certificate / Acknowledgment (Income tax return must be Online) * 10. Phone Number & E-mail-Address * Contac Person ***All documents must be in color/original scan copy***





BIDA	1. Machineries list & HS Code
	2. NID & TIN
	3. MOA & AOA & Form XII and Certificate of
	Incorporation (in case of Limited Company)
	4. Partnership Deed (in case of Partnership Company) *
	5. Employees Number
	6. Land Purchase/Rental deed agreement of Project
	7. Business Sector
	8. Name of Product & Quantity & Price (USD) Sales Value
	In BDT
	9. Fixed Investment & Working Capital
	10. Source of Finance (Local Equity % & Foreign Equity %
	11. Faire License
	12. Environment Certificate s
	13.Description of Machineries and Equipment (Locally
	collect Qty & Import Qty)
	14. NOC

