|  |
| --- |
| Application No.:  |
| Date Accepted:  |
| Law:  |
| *Indicate applicable law: RA 11534 (CREATE Act), RA 8479, RA 9513, PD 705, RA 7942, RA 8047, RA 7277, RA 9593, or RA 11285.**For renewable energy (RE) and downstream oil projects/activities, applicants shall elect to be governed by either RA 9513/RA 8479 or RA 11534 (CREATE Act), cognizant that such election once made shall be final.* |

|  |
| --- |
| **SCHEDULE 1: ENTERPRISE REGISTRATION** |
| Name of Enterprise |  |
| Office Address |  |
| Contact Details | Telephone/Mobile No.: | Fax No.: |
| Website: |
| Authorized Representative | Name: | Designation: |
| Telephone/Mobile No.: | Email Address: |
| Business Registration | Business Structure: ☐ Sole Proprietorship ☐ Partnership* Corporation ☐ Others (please specify):
 |
| Registration No.: | Date: |
| Tax Registration | TIN: |
| Parent Company | Name: |
| Business Address: |
| Stockholder/Owner Profile |
| Ownership | * Filipino: % ☐ Foreign: %

Nationality/ies:  |
| Authorized Capital Stock: |
| Name | Nationality | Designation & Indicate if Director | Capital Stock (In PhP) | % of Ownership |
| Subscribed | Paid-up |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  | Total: |  |  |  |
| **SCHEDULE 2: ACTIVITY/PROJECT DETAILS** |
| Project Name/Activity |  |
| Project Location |  |
| Type of Registration | * New ☐ Expansion ☐ Modernization

% Increase in Capacity: * Additional Investments *(Applicable only to projects under R.A. 9513)*
* Existing *(Indicate date of start of commercial operations: )*
 |
| Market Orientation | * Domestic ☐ Export *(if the enterprise will export at least 70% of its annual output)*
 |
| Type of Incentives | * ED ☐ SCIT *(For exporters only. Please check one.)*
 |
| Products/ Services & Capacity for Registration | Products/Services |  |  |  |
| Capacity |  |  |  |
| *For Power Generation Projects, indicate capacity in MW; For others, indicate maximum annual production capacity.* |
| Activity as Listed in the SIPP | Tier I | Tier II | Tier III |
|  |  |  |
| *Attach a copy of endorsement, if applicable; For Renewable Energy (RE) Projects, attach a copy of DOE’s Certificate of Registration.* |
| Project Description |  |
| *Highlight the following: 1. Description and use of product/service; 2. Technology; 3. Compliance with Specific Guidelines of Listed Activity (e.g., up-to-date and**market-appropriate technology for All Qualified Manufacturing including Agro-Processing Activity); and 4. Other information.* |

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| **SCHEDULE 3: RAW MATERIALS** |
| Raw Material | Source\* | Duty Rate, ifImported (%) | Y1 | Y2 | Y3 | Y4 | Y5 |
| (In PhP) |
| a) Local |  | NA |  |  |  |  |  |
|  |  | NA |  |  |  |  |  |
|  |  | NA |  |  |  |  |  |
| Sub-Total |  |  |  |  |  |  |  |
| b) Imported |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| Sub-Total |  |  |  |  |  |  |  |
| **Total** |  |  |  |  |  |  |  |
| *\* Indicate province for locally-sourced raw materials; Indicate country and import duty (%) for imported raw materials.* |
| **SCHEDULE 4: MACHINERY/EQUIPMENT** |
| Description/ Type of Machine | CountrySource | Duty Rate, if Imported (%) | Status\* | Quantity | Unit Cost(Landed cost) | Total Cost(Landed cost) |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| Total |  |
| *\* Indicate if for acquisition, already acquired, or already installed.* |
| **SCHEDULE 5: PROJECTED PRODUCTION AND SALES SCHEDULE** |
| Year | Production Volume | Sales Volume | Selling Price/Service Fee(In PhP) | Sales Value (PhP) |
| Domestic | Export | Total | Domestic | Export | Domestic | Export | Total |
| 1 |  |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |  |  |
| *Annual projection is based on the 12-month operations (i.e., Year 1 is May to April if the start of commercial operations is May).**Indicate production volume and sales volume* ***for goods/products****. Indicate sales volume for* ***services****. Indicate unit of measure for production and sales volume based on the following examples:** *For* ***goods/products:*** *kilogram, metric tons, ounces, pieces, liters, etc.*
* *For* ***services:*** *Power: kWh*

*Cold Storage: Storage – Pallets and Pallet-Days; Handling - Pallet Movements**IT-BPM: Contact Center/BPO/IT BPM Services – FTE Hours (Man-Hours), No. of Projects/Contracts Telecommunication: Telco Services – No. of Subscribers**Healthcare (Hospital): Room Accommodation & Auxiliary Services – Occupancy Rate (In %) Housing: Sale of Housing units – No. of Units**Airport: Type of Airport Services (Passenger/Cargo, Terminal, Aircraft Fees, etc.) – No. of Clients**Seaport: Type of Seaport Services (Breakbulk Cargo – in MT, TEUs – No. of TEUs, Other Seaport Charges – No. of Clients) Air Transport: Passenger/Cargo – No. of Clients**Land Transport: Vehicle Type – No. of Passengers or No. of Trips**Water Transport: Type of Vehicle – No. of Passengers/Cargoes in MT or No. of Turnaround/Trips Telecommunications Infrastructure: Lease/Sale of Towers – No. of Towers**Bulk Water: Sale of Raw/Treated Water – Cubic Meters Tollway: Toll Services – No. of Vehicles**Hotels/Resort: Room Accommodation, F&B and Other Resort Services: Occupancy Rate (In %) or No. of Clients**RA 8479 (Oil Deregulation Law): No of Storage Tanks – No. of Turnaround Per Tank; Type of Products – in MT, Liters or Million Liters Indicate selling price/service fee and sales value for all projects/activities.**Provide* ***all*** *assumptions used in the Projections:** *Total number of shifts per day*
* *Total number of operating days per year*
* *Total number of capacity determinant machine*
* *Other assumptions used*
 |

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| **Schedule 6: EMPLOYMENT** |
| **With** Employer-Employee Relationship |
| Classification | Y1 | Y2 | Y3 | Y4 | Y5 | Y6 | Y7 | Y8 | Y9 | Y10 | Y11 | Y12 | Y13 | Y14 | Y15 | Y16 | Y17 | Y18 | Y19 | Y20 |
| Direct Labor |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Indirect Labor |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Admin/Sales |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Total |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Without** Employer-Employee Relationship |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Classification | Y1 | Y2 | Y3 | Y4 | Y5 | Y6 | Y7 | Y8 | Y9 | Y10 | Y11 | Y12 | Y13 | Y14 | Y15 | Y16 | Y17 | Y18 | Y19 | Y20 |
| Direct Labor |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Indirect Labor |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Admin/Sales |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Total |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| *Indicate the number of employees. The existence of employer-employee relationship is associated with social security registration, employment contract, etc.* |
| **SCHEDULE 7: PROJECT TIMETABLE AND COST** |
| Activity | ScheduleStart Date - End Date (Month and Year) | Related Expenses*(Please specify)* | Amount (In PhP) |
| Obtaining licenses, permits,registration |  | Obtaining licenses, permits,registration |  |
| Acquisition of land/building orland/building improvement |  | Land/Lease Cost |  |
| Site preparation and developmentConstruction–building/civil works |  | Construction cost/Leaseholdimprovement |  |
| Acquisition and installation ofmachinery and equipment |  | Equipment cost |  |
| Trial run |  | Pre-opening |  |
| Start of commercial operations |  | Working capital cost *(Covers the first**three (3) months of operations)* |  |
| Total: |  |
| **SCHEDULE 8: PROJECT FUNDING** |
| Particular | Amount (PhP) | % Share |
| Equity |  |  |
| Loans\* |  |  |
| Other sources*(Please specify: )* |  |  |
| Total: |  |  |
| *\*Attach proof of loan; Indicate Average Annual Interest Rate (%): ; Loan Period (in years): ; and Loan Status:*  |
| Weighted Average Cost of Capital (WACC) |  |
| **SCHEDULE 9: FINANCIAL PROJECTIONS** |
| **Financial Projections for Twenty (20) Years:**1. Income Statement with itemized Cost of Sales or Cost of Goods Sold, Payroll, Operating Expenses, and Taxes;
2. Balance Sheet;
3. Cash Flow;
4. List of domestic inputs during construction and operations, if any; and
5. Other applicable taxes and benefits (e.g., government share (i.e., 1% of Gross Income); ER 1-94 Contribution (i.e., PhP 0.01 per kWh of the electricity sales) for RE Projects)
 |
| *Attach Excel file with cells linked and formulas in the cells retained; Include all assumptions used.* |

**ATTACHMENTS**:

|  |  |
| --- | --- |
| Annex A: | Secretary’s Certificate |
| Annex B1: | Business Registration (SEC/DTI Certificate of Registration, Latest Amended Articles ofIncorporation, By-Laws, & Latest GIS), if applicable |
| Annex B2: | Conglomerate Structure, if applicable |
| Annex C: | Requirements for Expansion Projects |
| Annex D: | Requirements for Modernization Projects under CREATE Act or Additional Investments underRA 9513 |
| Annex E: | Endorsement/Certification/Other documents required under 2022 SIPP Specific Guidelines, ifapplicable |
| Annex F: | Requirements for Mass Housing Projects |
| Annex G: | Proof of Loan, if applicable |
| Annex H: | Financial Projections (Excel File) |
| Annex I: | Perspective View and Picture of Product/s |
| Annex J: | Process Flowchart |
| Annex K: | Business Model |
| Annex L: | Copy of Contract/Concession Agreement/ JV Agreement, if applicable |
| Annex M: | Integrity Pledge |

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| **ATTESTATION:*** The applicant understands that submission of an application is not a guarantee of BBOI registration and availment of incentives;
* The applicant understands applications with incomplete information or document will not be considered;
* The applicant has read and understands the applicable laws and Bangsamoro Board of Investments (BBOI) policies and guidelines governing the application for registration and agrees to adhere to the requirements therein;
* The applicant attests that application documentation is true and accurate; and
* Applicant confirms that he or she is authorized by project proponent/s to submit the application.
 |
| DONE IN THE CITY/PROVINCE OF  |  | THIS  | DAY OF |
|  20  |  | . |  |
|  Printed Name & Signature  |
| Applicant/Authorized Officer |
| REPUBLIC OF THE PHILIPPINES |
| CITY/PROVINCE OF  | ) | S.S. |  |  |
| MUNICIPALITY OF  | ) |  |  |  |
| SUBSCRIBED AND SWORN to before me this |  day of  | 20  | in |
| the City/Province of  |  | affiant exhibited to me his  |
| No.  | issued at  |  | on |
|  20  |  | . |  |  |
| **NOTARY PUBLIC** |
|  |  |  | Until December 31, |   |  |
|  | : |  |  |  |  |
| Doc. No. |   |  |  |  |  |
| Page No. | :  |  |  |  |  |
| Book No. | :  |  |  |  |  |
| Series of | :  |  |  |  |  |