



WBIDC :

Allotment of land in Industrial Area

*Provided as a service
through 'SilpaSathi', the
Online Single Window portal
of the State (West Bengal)*

User Manual



Allotment of land in Industrial Area (WBIDC) provided as a service through ‘SilpaSathi’ the Online Single Window portal of State (WB)

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Allotment of land in Industrial Area (WBIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

Introduction

This document is intended to serve as a User Manual for grant of the service **Allotment of land in Industrial Area– (WBIDC)**, Govt. of West Bengal through Single window of the State, 'SilpaSathi'. The service is integrated with the Single Window (SilpaSathi) and can be accessed through the SilpaSathi portal. This document has been designed as a user-friendly guide to assist applicants in filling their application forms. It will help them to familiarise with the entire procedure in a seamless manner for successful submission of application and download final Approval certificate from the SilpaSathi portal without the requirement of physical visit to the Department(s).

Salient Features of Silpasathi Portal:

- The Single Window Portal of the State of West Bengal (SilpaSathi) allows seamless integration with portals of different government departments thereby providing single login credential for various applications, eliminating the need to provide common information multiple times in different forms of various Departments, and ensuring all clearances are available from a single portal.
- It serves as a digital gateway for providing the necessary statutory compliances under the applicable Acts, Rules, Policies and Schemes of the Govt of West Bengal from a single portal.
- Business Entrepreneurs can get certificates and licences required for setting up and operating business in the State in a smooth and time-bound manner, smooth and time-bound manner, without the need to visit any government department or office.

About the Service

Allotment of land in Industrial Area is a crucial process for setting up a new industrial project or expanding an existing one. The **West Bengal Industrial Development Corporation (WBIDC)** is responsible for promoting industrial growth in West Bengal, India. In the context of allotment of land in an Industrial Area, WBIDC offers various schemes and incentives for industries to set up their units in the state. The online system has the following features without the requirement of physical visit to the Department: 1) Submission of Application 2) Online Payment of fees 3) Track Status of Application 4) Online Download of final approval certificate 5) Third Party Verification.

Comprehensive Checklist of Documents to be submitted online

The applicant is required to submit the following documents in order to apply for the service:

#	Documents Required	Detailed Description
1.	A self-declaration in Organization's letter head that none of the promoters/directors/partners/proprietor of the organization or the organization itself, do not contravene the provision of the Companies Act, 2013, PF, ESI, Income Tax, GST and any other	Self-declaration

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#	Documents Required	Detailed Description
	statutory compliances/law, as applicable.	
2.	Audited Financial Statement/Annual Accounts including audit report and directors' report & MGT-9 etc.(Annual Report) of the company and the group companies(if any) for last 3 years	An Audited Financial Statement is a financial report that has been examined and verified by an independent external auditor
3.	Certificate of Incorporation	Certificate of Incorporation is a mandatory legal document that serves as official proof of a company's registration under the Companies Act, 2013
4.	Copy of MOA and AOA	The Memorandum of Association (MOA) and Articles of Association (AOA) are foundational legal documents for company registration. The MOA defines the company's constitution, objectives, and external relationships. The AOA sets the internal rules, regulations, and bylaws for management. Both are mandatory, signed by initial subscribers, and filed with the Registrar of Companies (ROC).
5.	Copy of PAN	A copy of a PAN (Permanent Account Number) card is an official document issued by the Income Tax Department of India, serving as a unique identifier for individuals and entities in financial transactions
6.	Details of the proposed Project	Details relevant to the particular project
7.	GST Certificate	A GST Certificate is an official document issued by the tax authorities that confirms the registration of a business under the Goods and Services Tax (GST) regime.
8.	Identify Proof(e.g. PAN) and Address proof(e.g. Voter Id/ Adhaar/Passport/Driving License/Electricity Bill etc.) of promoters/directors/partners/proprietor etc. (to be annexed in DPR).	PAN (Identity Proof) and Address Proof (eg. Voter ID/Aadhar/ Passport/ Driving License)
9.	IEC (if any)	Import Export Code (IEC) Certificate, which is part of the documentation needed for establishing business operations.
10.	INC-20A along with paid challan copy (if applicable)	Form INC-20A is a mandatory declaration mandated by Section 10A of the Companies Act, 2013, which must be filed by directors of newly incorporated companies (with share capital) to confirm that all subscribers to the memorandum have paid the agreed-upon share value. This form, often referred to as the Declaration for Commencement of Business, serves as evidence that the company has received its initial capital and is ready to start business operations.
11.	IT Return	IT returns refer to the financial returns or profits made by Information Technology (IT) companies or industries
12.	Net Worth Statement for all Directors	A Net Worth Statement for Directors is a financial document that outlines the personal financial position of each director within an organization.
13.	Project Feasibility Report	A Project Feasibility Report is a document that assesses the viability of a proposed project
14.	Requirement and justification of land	Reasons and rationale behind the need for a specific piece of land for a particular purpose, eg. Planning permissions

Allotment of land in Industrial Area (WBIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

#	Documents Required	Detailed Description
15.	Signature	Signatory
16.	Trade License	A Trade License is a legal document issued by a government authority that permits individuals or businesses to engage in specific types of business activities
17.	A self-declaration in Organization's letter head that none of the promoters/directors/partners/proprietor of the organization or the organization itself, do not contravene the provision of the Companies Act, 2013, PF, ESI, Income Tax, GST and any other statutory compliances/law, as applicable.	Self-declaration

Kindly refer to the link below for the list of documents required for the service:

https://www.wbidc.com/assets/doing_business/Comprehensive_Checklist_of_Documents_.pdf

Timeline (WBRTPS)

Allotment of land in Industrial Area– (WBIDC) has an WBRTPS timeline of 40 days till approval by the authorities.

Instructions related to the application form

Sl. No.	Field Name	Instructions
Applicants Basic Information		
1.	Organisation Details	Enter Organisation name. address, contact, etc
2.	Group of Companies in West Bengal Details	Enter Group of Companies in West Bengal Details
3.	Particulars of the management of the firm	Enter Particulars of the management of the firm
4.	Proposed Products of Manufacturing Including Annual Capacity	Enter Proposed Products of Manufacturing Including Annual Capacity
5.	Capital Outlay	Enter Capital Outlay
6.	Plan of Investment (in lakhs)	Enter Plan of Investment (in lakhs)
7.	Promoter's Contribution (in lakhs)	Enter Promoter's Contribution (in lakhs)
8.	Anticipated time (to be reckoned from the date of delivery of possession of land)	Enter Anticipated time (to be reckoned from the date of delivery of possession of land)
9.	Employment Potentialities	Employment Potentialities
10.	Status of Existing Loans	Status of Existing Loans

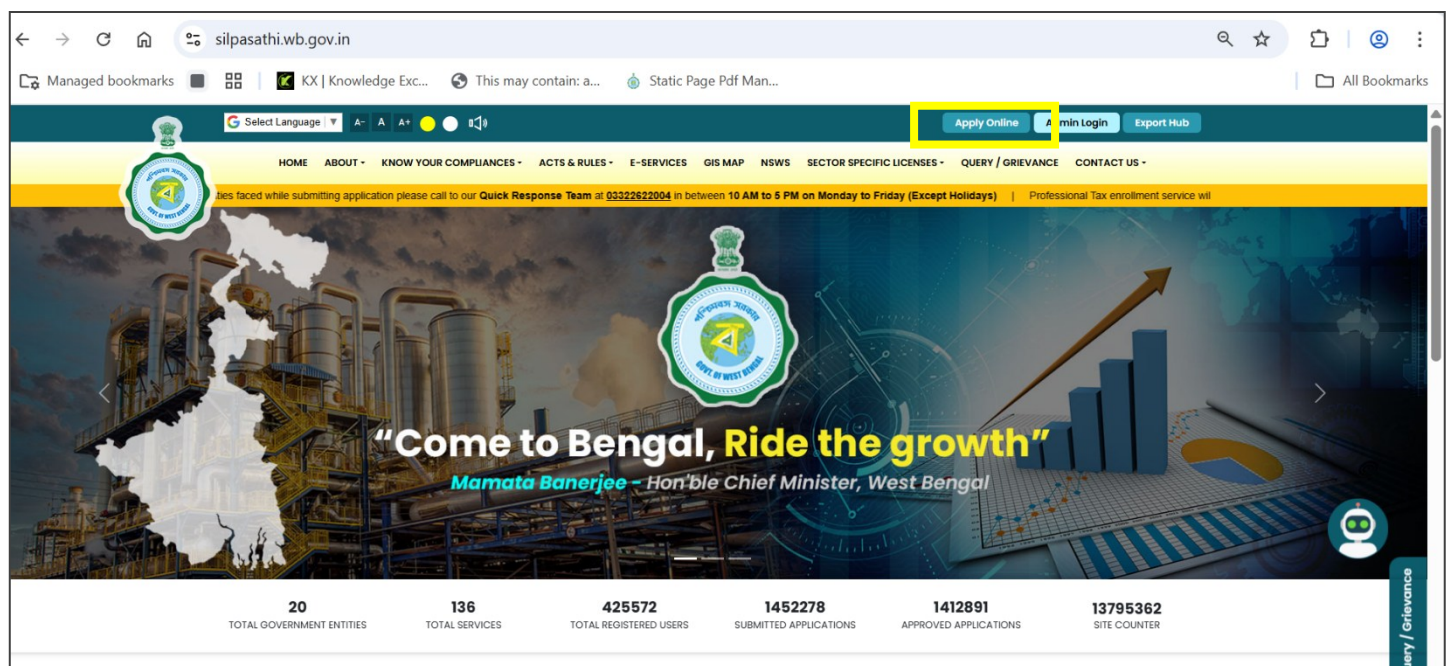
Allotment of land in Industrial Area (WBIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

Sl. No.	Field Name	Instructions
11.	Requirements of Infrastructure	Enter Requirements of Infrastructure
12.	Companies Performance in the last 3 years	Enter Companies Performance in the last 3 years

Application Process through SilpaSathi

1. Online Application submission along with online submission of documents

The applicant has to access the <https://silpasathi.wb.gov.in/> and click on 'Apply online' button as demonstrated below:



Applicant Log-in: The user has to enter his login credentials in order to log in to the **SilpaSathi portal**.

Allotment of land in Industrial Area (WBIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

Safe Guarding your device :

- Update your operating system, browsers, plugins, and software to the latest version.
- Remove unauthorized software (especially legacy programs).
- Enable the firewall and install suitable anti-malware, anti-ransomware, and anti-exploit software.
- Configure regular system scans.
- Disable unnecessary network ports and services.

Safe Guarding your login credential :

- Due to security reasons , you must change your password every 30 days or system will force you to change your password.
- Your password should contain minimum eight characters consisting of combination of at least one uppercase letter, one lowercase letter, one number and one special character (@!%*&).
- Last three used password shall not be accepted.
- Please do not share your password with anyone else as concerned user shall be responsible for any leakage of information from the particular account owing to sharing of password.

Sign in to Continue

Enter Your Username

Enter Your Password

4 + 5 =

Log in

[Forgot password?](#)

[Sign in with your OTP](#)

[Don't have an account? Create new](#)

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Enter credentials and click on 'Log in

Once the user logs in to the portal the following screen is displayed.

Enter Registered Mobile Number

Enter Registered Email ID

Enter Valid OTPs and Click on 'Send OTP'

Hello Department for Promotion of Industry and Internal Trade,
Please validate your registered Mobile and Email using OTP validation. You will receive OTP on your registered Mobile and Email, use the same and submit your form for validation. You can use the **Resend OTP** button to resend OTP if not received. If required, you may update your registered Mobile and Email from here.
**Please note that your registered Email ID and Mobile number will be used by silpasathi portal for all future communications with you.

Enter your registered Mobile Number *

Mobile OTP

Enter your mobile number

Enter OTP sent to your mobile

Your registered mobile number is 94*****34

Send OTP

Enter your registered Email *

Email OTP

Enter your email

Enter OTP sent to your email

Your registered email ID is bhaskarav*****@gmail.com

Send OTP

Verify and Proceed

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The user is now required to complete a two-factor authentication process:

- ✓ User enters his **Registered Mobile Number**. User **validates the OTP** sent to the mobile number.
- ✓ User enters his **Registered email id**. User **validates the OTP** sent to the email ID.

The user now has to click on **'Verify and Proceed'** to validate the provided details. On successful validation, the user is force-logged out from the system.

Allotment of land in Industrial Area (WBIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

The user is now required to log in to the **SilpaSathi portal** with his valid credentials as displayed below:

Safe Guarding your device :

- Update your operating system, browsers, plugins, and software to the latest version.
- Remove unauthorized software (especially legacy programs).
- Enable the firewall and install suitable anti-malware, anti-ransomware, and anti-exploit software.
- Configure regular system scans.
- Disable unnecessary network ports and services.

Safe Guarding your login credential :

- Due to security reasons , you must change your password every 30 days or system will force you to change your password.
- Your password should contain minimum eight characters consisting of combination of at least one uppercase letter, one lowercase letter, one number and one special character(@!%*^&).
- Last three used password shall not be accepted.
- Please do not share your password with anyone else as concerned user shall be responsible for any leakage of information from the particular account owing to sharing of password.

Sign in to Continue

Enter Your Username

Enter Your Password

4 + 5 =

Log in

Forgot password?

Sign in with your OTP

Don't have an account? Create new

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Enter credentials and click on 'Log in

Once the user logs in, the following screen is now displayed to the user.

Enter OTP and click on Verify.

Hello Department for Promotion of Industry and Internal Trade,
Please enter the OTP received on your registered mobile number : *****2734. If you did not receive the OTP through SMS on your registered mobile number, you can use the Resend OTP button below.

One Time Password *

Enter One Time Password

Verify

Resend OTP

Enter the 6-digit OTP sent to your registered mobile number

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The user is now required to enter **One Time Password** sent to his registered mobile number and click on '**Verify**'.

The applicant now views the following Dashboard page after logging into the portal.

SilpaSathi Dashboard

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Revamped procedures to save time & effort

Benefits

- With unit specific profiling for Industries / Business, **filling up of redundant fields or uploading of common documents shall not be required to furnish** again throughout the Business lifecycle.
- Silpasathi shall act as an **Digital Locker for all licenses issued for any Unit**. If such licenses are required to be uploaded as supporting documents for any other approval, shall be fetched from the system.

Process Flow

```

graph LR
    A[Click on Self Assisted service] --> B[Fill in / Select Unit Details]
    B --> C[Select desired service(s)]
    C --> D[Create CAF]
    D --> E["Apply Online" for service]
  
```

For any critical issues or difficulties faced while submitting application please call to our **Quick Response Team** 03322622004 (in between 10am to 5pm on Monday to Friday) OR kindly drop a mail at qrt.silpasathiwb@gmail.com

Basic procedural flow

The applicant clicks on '**Self Assisted Service**' and is navigated to the All **Establishment / Unit Page**.

Self Assisted Service

System Guided Assistance Through Wizard

Sector Specific License

Query / Grievance Submission / Tracking

Your Profile

Your Selected Service(s)

All Approved or Rejected applications are listed under the "MY APPLICATION" menu at the top of this page. (Please click on to **Update Status** button every time at log in to get your updated status and Actionables)
 * Note: The applications not submitted post 90 days would be removed from the system.

BUSINESS REFERENCE ID : CAF250A491371 Apply Online

SL NO.	SERVICE	ACTION
1	Auto-renewal of Licence as Dealer of Weights and Measures under the Legal Metrology Act (WBRTPS Timeline: 75 days)	

Basic Details saved — Document(s) Uploaded — Application Submitted — Accept for Fees Payment — Fees Paid — Issued

Click on 'Self-Assisted Service' to proceed with establishment section.

All Establishments / Units Page

Allotment of land in Industrial Area (WBIDC) provided as a service through ‘SilpaSathi’ the Online Single Window portal of State (WB)

List of the Unit

- Below is the list of previously added establishments. If you wish to avail any service using any previously added establishment, then please click on the "Add New Service" button and select the respective service to be applied for.
- To view existing in process services under a specific establishment please click on the "Application In Process" button.
- To view OR download certificate already approved services under a specific establishment please click on the "Application Approved" button.
- To add new establishment click on the "Add New Unit" button.

Click to add new unit / establishment in which the new service is to be added.

SL. NO.	UNIT/ESTABLISHMENT NAME	PAN	UPDATED ON	STATUS	ACTION
1	ABC -Kolkata ABCD	ABCDI234	25-11-2024	Active	Application In Process Application Approved Add New Service
2	XYZ -Malda ABC123	NA	17-12-2024	Active	Application In Process Application Approved Add New Service

The applicant can view the list of existing units/ establishments in the page. The applicant clicks on ‘Add New Unit’ or uses an existing unit in order to add the required service to be availed by clicking on ‘Add New Service’.

List of the Unit

- Below is the list of previously added establishments. If you wish to avail any service using any previously added establishment, then please click on the "Add New Service" button and select the respective service to be applied for.
- To view existing in process services under a specific establishment please click on the "Application In Process" button.
- To view OR download certificate already approved services under a specific establishment please click on the "Application Approved" button.
- To add new establishment click on the "Add New Unit" button.

Click to add new service.

SL. NO.	UNIT/ESTABLISHMENT NAME	PAN	UPDATED ON	STATUS	ACTION
1	ABC -Kolkata ABCD	ABCDI234	25-11-2024	Active	Application In Process Application Approved Add New Service
2	XYZ -Malda ABC123	NA	17-12-2024	Active	Application In Process Application Approved Add New Service
3	ABC -Alipurdwar XYZ	NA	24-01-2025	Active	Application In Process Application Approved Add New Service
4	ABCD -Bankura XUZW 1234	HPMPSE1245	11-06-2025	Active	Application In Process Application Approved Add New Service
5	XYZ -Jajpurguri ABC123	NA	17-12-2024	Active	Application In Process Application Approved Add New Service
6	ABC -Bankura	HPMPS6122H	03-03-2025	Active	Application In Process Application Approved Add New Service

Click to view ongoing applications under this particular unit.

Click to view approved applications under this particular unit.

After clicking on ‘Add New Unit’, the following page is displayed wherein the user can add relevant details in the establishment form.

Allotment of land in Industrial Area (WBIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

Edit Unit/Establishment Information

This unit/establishment information is incomplete. Kindly complete this details before adding a new service under this same unit/establishment.

Unit Type* --select--

Name Of The Unit* Enter Name/Name of the Unit

New/Existing Unit* --select--

Investment Amount (Rs /-)* 0

Turnover Amount (Rs /-)* 0

Category Of The Unit* Category of Industry

Whether Owner Of Industry Is Female* Whether owner of industry is female

Select Ownership Type Select Ownership Type

Enter Permanent Account Number (PAN) Of Establishment* Enter Permanent Account Number (PAN)

Select Identity Card Type Select Identity Card Type

Enter GST No Enter GST No

Select Sector* Agriculture & Cooperation

Establishment Address

District* --Select District--

Enter Subdivision* Select Sub-division

Enter Area Type* Select Area Type

Block* Select Block

Panchayat* Select Panchayat

Police Station* Select Police Station

Enter Pincode* Enter Pincode

Post Office Select Post Office

Enter Address* Enter New Address

***All fields are mandatory**

Submit

Edit Unit/Establishment Information

This unit/establishment information is incomplete. Kindly complete this details before adding a new service under this same unit/establishment.

Unit Type* --select--

Name Of The Unit* Enter Name/Name of the Unit

New/Existing Unit* --select--

Investment Amount (Rs /-)* 0

Turnover Amount (Rs /-)* 0

Category Of The Unit* Category of Industry

Whether Owner Of Industry Is Female* Whether owner of industry is female

Select Ownership Type Select Ownership Type

Enter Permanent Account Number (PAN) Of Establishment* Enter Permanent Account Number (PAN)

Select Identity Card Type Select Identity Card Type

Enter GST No Enter GST No

Select Sector* Agriculture & Cooperation

Establishment Address

District* --Select District--

Enter Subdivision* Select Sub-division

Enter Area Type* Select Area Type

Block* Select Block

Panchayat* Select Panchayat

Police Station* Select Police Station

Enter Pincode* Enter Pincode

Post Office Select Post Office

Enter Address* Enter New Address

***All fields are mandatory**

Submit

Click to submit after filling the form.

Once the form is completely filled, the user clicks on '**Submit**' to finally submit the form. The user is notified in the page after successful submission of the form.

Allotment of land in Industrial Area (WBIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

Unit information successfully added !!

(Notification) Unit / Establishment details have been added successfully.

This unit/establishment information is incomplete. Kindly complete this details before adding a new service under this same unit/establishment.

Unit Type*
--select--

Name Of The Unit*
Enter Name/Name of the Unit

New/Existing Unit*
-select-

Investment Amount (Rs /-)*
0

Turnover Amount (Rs /-)*
0

Category Of The Unit*
Category of Industry

Whether Owner Of Industry Is Female*
Whether owner of industry is female

Select Ownership Type
Select Ownership Type

Enter Permanent Account Number (PAN) Of Establishment*
Enter Permanent Account Number (PAN)

Select Identity Card Type
Select Identity Card Type

Enter GST No
Enter GST No

Select Sector*
Agriculture & Cooperation

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Click on 'All Establishments' to view the establishment(s) added.

The user has to click on 'All Establishments' and he can view the list of establishments / unit he has added. Please refer to the screenshot below.

List of the Unit

Below is the list of previously added establishments. If you wish to avail any service using any previously added establishment, then please click on the "Add New Service" button and select the respective service to be applied for.

- To view existing in process services under a specific establishment please click on the "Application In Process" button.
- To view OR download certificate already approved services under a specific establishment please click on the "Application Approved" button.
- To add new establishment click on the "Add New Unit" button.

Show 10 Entries

Search:

SL. NO.	UNIT/ESTABLISHMENT NAME	PAN	UPDATED ON	STATUS	ACTION
1	ABC -Kolkata ABCD	ABCD1234	25-11-2024	Active	Application In Process Application Approved Add New Service
2	XYZ -Malda ABC123	NA	17-12-2024	Active	Application In Process Application Approved Add New Service
3	ABC -Alipurdwar XYZ	NA	24-01-2025	Active	Application In Process Application Approved Add New Service
4	ABCD -Banskura XJZW 1234	HPMPSE1245	11-06-2025	Active	Application In Process Application Approved Add New Service
5	XYZ -Jalpaiguri ABC123	NA	17-12-2024	Active	Application In Process Application Approved Add New Service
6	ABC -Banskura	HPMPSE122H	03-03-2025	Active	Application In Process Application Approved Add New Service

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The added establishment can be viewed from the list.

The user shall click on 'Add New Service' in the particular unit to add the desired service.

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List of the Unit

Below is the list of previously added establishments. If you wish to avail any service using any previously added establishment, then please click on the "Add New Service" button and select the respective service to be applied for.

- To view existing in process services under a specific establishment please click on the "Application in Process" button.
- To view OR download certificate already approved services under a specific establishment please click on the "Application Approved" button.
- To add new establishment click on the "Add New Unit" button.

Click to add new service.

SL. NO.	UNIT/ESTABLISHMENT NAME	PAN	UPDATED ON	STATUS	ACTION
1	ABC -Kolkata ABCD	ABCDI234	25-11-2024	Active	Application in Process Application Approved Add New Service
2	XYZ -Maldia ABC123	NA	17-12-2024	Active	Application in Process Application Approved Add New Service
3	ABC -Alipurdwar XYZ	NA	24-01-2025	Active	Application in Process Application Approved Add New Service
4	ABCD -Bankura XUZW 1234	HPMPSEI245	11-06-2025	Active	Application in Process Application Approved Add New Service
5	XYZ -Jalpaiguri ABC123	NA	17-12-2024	Active	Application in Process Application Approved Add New Service
6	ABC -Bankura	HPMPS6122H	03-03-2025	Active	Application in Process Application Approved Add New Service

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After clicking on 'Add New Service' the user can filter out the Department and thereby select the required service.

ABCD

Owner Contact No.: NA

Address: XUZW 1234, District: Bankura

Investment Category: NA | Investment Amount(RS): 1000000 | Industry Category: MICRO

Edit

Establishment details for the service to be added.

Select any Service(s) applicable/required for this Unit

System Guided Assistance Through Wizard

DEPARTMENT/DIRECTORATE/DISTRICT ADMINISTRATION	SERVICE NAME
<input type="checkbox"/> Consumer Affairs	Auto-renewal of Licence as Dealer of Weights and Measures under the Legal Metrology Act
<input type="checkbox"/> Consumer Affairs	Auto-renewal of Licence as Manufacturer of Weights and Measures under the Legal Metrology Act
<input type="checkbox"/> Consumer Affairs	Auto-renewal of Licence as Repairers of Weights and Measures under the Legal Metrology Act
<input type="checkbox"/> Consumer Affairs	Licence as Dealer of Weights and Measures under the Legal Metrology Act

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List of services from which the user can select the desired service.

Once done, a list of services will appear. Applicants need to click on the checkbox adjacent to the service named **Allotment of land in Industrial Area– (WBIDC)**

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Silpasathi | State Single Window Portal for Industries

Select any Service(s) applicable/required for this Unit

System Guided Assistance Through Wizard

Show 10 Entries

DEPARTMENT/DIRECTORATE/DISTRICT ADMINISTRATION	SERVICE NAME
<input checked="" type="checkbox"/> Industry, Commerce & Enterprises - IC & E	Allotment of land in Industrial Area (WBIDC)
<input type="checkbox"/> Industry, Commerce & Enterprises - IC & E	Allotment of land in Industrial Area (WBIDC)
<input type="checkbox"/> Industry, Commerce & Enterprises - IC & E	Building Plan approval (WBIDC)
<input type="checkbox"/> Industry, Commerce & Enterprises - IC & E	Building Plan approval (WBIDC)
<input type="checkbox"/> Industry, Commerce & Enterprises - IC & E	e-intimation of commencement of construction by applicant (WBIDC)
<input type="checkbox"/> Industry, Commerce & Enterprises - IC & E	e-intimation of commencement of construction by applicant (WBIDC)
<input type="checkbox"/> Industry, Commerce & Enterprises - IC & E	Occupancy Certificate (WBIDC)
<input type="checkbox"/> Industry, Commerce & Enterprises - IC & E	Occupancy Certificate (WBIDC)
<input type="checkbox"/> Industry, Commerce & Enterprises - IC & E	Plinth level completion (WBIDC)
<input type="checkbox"/> Industry, Commerce & Enterprises - IC & E	Plinth level completion (WBIDC)

Showing 1 to 10 of 10 entries (filtered from 137 total entries)

Previous 1 Next

Create CAF

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After selecting the service **Allotment of land in Industrial Area– (WBIDC)**, the applicant has to click on '**Create CAF**'. Applicant's CAF ID will be created. The unique CAF ID is referred to as the common application form.

Applicant's Dashboard

CAF ID generated.

Click on 'Apply Online' to proceed with the application.

Silpasathi | State Single Window Portal for Industries

Welcome Onboard
SABRINA VICTORIA SPELLMAN

Add New Service

ABC
Owner Contact No.: 9874000000
Address: Bankura-II, District: Bankura
Investment Amount(Rs): 10000000 | Turnover Amount(Rs): NA
Industry Category: MICRO
Edit

Application(s) - All

BUSINESS REFERENCE ID : CAF250A610241

Apply Online

SL NO.	SERVICE	ACTION
1	Allotment of land in Industrial Area (WBIDC) (WBRTPS Timeline: 40 days)	<div> <div>Basic Details saved</div> <div>Initiated</div> <div>Application Submitted</div> <div>Payment Initiated</div> <div>Fees Paid</div> <div>Forwarded</div> <div>Waiting for Cabinet Approval</div> <div>Approved / Reject</div> <div>Lease Payment Initiated</div> </div> <div>Lease Payment Completed</div> <div>Possession Certificate Delivered</div>

BUSINESS REFERENCE ID : CAF250A183712

Apply Online

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After clicking on '**Apply Online**' option, the applicant shall be redirected to the main application form. The applicant will have to fill in the required details and review the application form (screenshot below):

Allotment of land in Industrial Area (WBIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

The screenshot shows the Silpasathi portal interface. At the top, there's a navigation bar with links like DASHBOARD, ALL ESTABLISHMENTS, MY APPLICATION, PROCEDURE COMPREHENSIVE LIST, QUERY / GRIEVANCE, USER MANUAL, and COMPLIANCE DASHBOARD. Below this, a banner mentions a Quick Response Team and e-Service availability. The main section is titled 'Common Application Form - CAF250A610241'. It features a progress bar at 15% and a 'Process Start' button. The form has three input fields: 'Applicant Name*' (Test User), 'Mobile No*' (7980357067), and 'Email Id*' (das22rima@gmail.com). Navigation buttons '<< Back' and 'Save & Continue >>' are at the bottom.

Upon completion of the application process along with document submission, the applicant clicks on the '**Submit**' button for final submission of the application.

The applicant /user shall be notified via SMS and email on his registered phone number and email id respectively. The applicant receives notifications at different stages of the application - application submission, application approval, etc.

The diagram illustrates the notification process for application status. It features two green callout boxes: 'Application status notified through SMS.' and 'Application status notified through email.' Arrows point from these boxes to a screenshot of an SMS message and a screenshot of an email, respectively. The SMS message, from 'VM-WBGOVT', states: 'Application submitted. Status can also be checked online at any time through the Applicant Dashboard by logging into the Silpasathi Portal. Please keep this CAF number saved for future reference. CAF No.: CAF2024XXXXXX Dt.: 22-07-2024 14:03:05 - Silpa Sathi SWP, Govt. of WB'. The email, from 'silpasathi.wb.gov.in', has the subject 'Common Application Submitted - silpasathi.wb.gov.in' and contains the same CAF number and date information. Both the CAF number and the date in the email subject are highlighted with red boxes.

The applicant can now see the status of his application in the dashboard.

Allotment of land in Industrial Area (WBIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

Silpasathi | State Single Window Portal for Industries

k Response Team at 03322622004 in between 10am to 5pm on Monday to Friday | Applicants can avail the e-Service - Issuance of Trade License Certificate (New) under the Department of UD&MA e-Service is currently available from Silpasathi Portal whereas **Renewal of Trade License Cer**

Self Assisted Service **System Guided Assistance Through Wizard** **Sector Specific License** **Query / Grievance Submission / Tracking** **Your Profile**

Your Selected Service(s)

All Approved or Rejected applications are listed under the "MY APPLICATION" menu at the top of this page. (Please click on **Update Status** button every time at log in to get your updated status and Action)

* Note: The applications not submitted post 90 days would be removed from the system.

BUSINESS REFERENCE ID : CAF250A610241 **Update Status**

SL NO.	SERVICE	ACTION
1	Allotment of land in Industrial Area (WBIDC) (WBRTPS Timeline: 40 days) Basic Details saved → Initiated → Application Submitted → Payment Initiated → Fees Paid → Forwarded → Waiting for Cabinet Approval → Approved / Reject	Click to Proceed

BUSINESS REFERENCE ID : CAF250A610140 **Update Status**

BUSINESS REFERENCE ID : CAF250A588222 **Update Status**

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The applicant clicks on **Proceed** and is redirected to the WBIDC website for further process

Silpasathi | State Single Window Portal for Industries

icate (New) under the Department of UD&MA e-Service is currently available from Silpasathi Portal whereas **Renewal of Trade License Certificate under the Department of UD&MA from: <https://edistrict.wb.gov.in/PACE/login.do>** | Professional Tax enrollment service will be temporarily under m

Application Form View Details – CAF250A610241 **Print**

Current Status : Initiated
CAF data saved at Silpasathi end and partially submitted

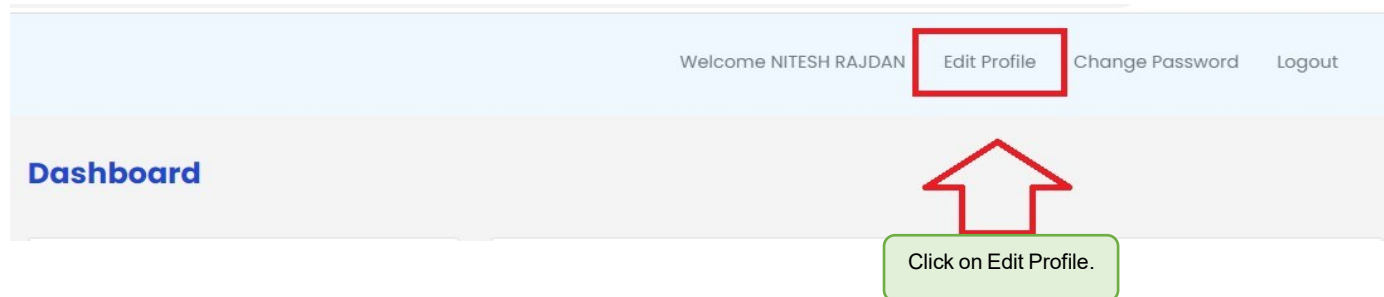
PARAMETERS	INPUTS
WBRTPS timelines – 40 Days	
SI	Description
I	Recommendation to WBIDC Board (post evaluation)
II	Recommendation to Department for Cabinet approval for Allotment of Land in Industrial Parks
III	Issue of provisional offer letter [Letter of Intent (LoI)]
IV	Issue of Possession Certificate
	Timeline for the stage
	15 (fifteen) days post receipt of complete application
	5 (five) days from receipt of Board approval
	5 (five) days from the date of receipt of Cabinet approval
	15 (fifteen) days from the date of receipt of payment of full premium amount from the applicant
Basic Details	
Applicant Name	Test User
Mobile No	7980357067
Email Id	das22rima@gmail.com
Leagacy Application Id	
Firm Name	TEST ESTABLISHMENT RIA
Firm Address	Test 44I54 address Kiran Shankar Roy Road Kolkata - 700001 (Behind High Court) updated
District	Kolkata
PIN Code	700001
Category	MICRO
Investment Amount	125000

Proceed

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The applicant is redirected to the Departmental portal. The applicant can further proceed with the application submission process


Allotment of land in Industrial Area (WBIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)



Once user click on the '**Edit Profile**' button the following page will be displayed:

Allotment of land in Industrial Area (WBIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

Application Form

Welcome NITESH RAJDAN Edit Profile Change Password Logout

Edit Profile

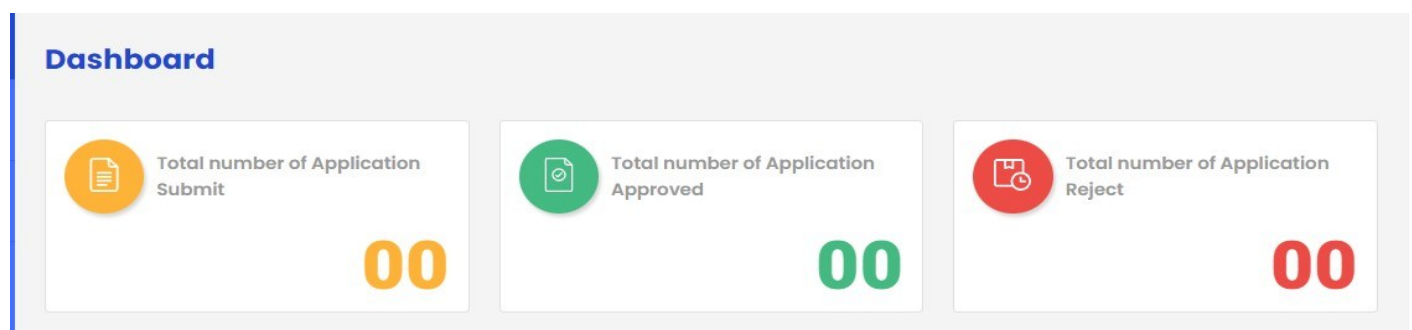
Home | Edit Profile

Edit Profile

FULL NAME	EMAIL ADDRESS	PHONE / MOBILE NUMBER	
<input type="text" value="NITESH RAJDAN"/>	<input type="text" value="nitesh@webstep.in"/>	<input type="text" value="8820266814"/>	
GENDER *	AADHAAR NO *	PAN NO *	
<input type="text" value="Male"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	
DESIGNATION			
<input type="text" value="Project Manager"/>			
Address			
PLOT NO	BUILDING NAME	STREET 1	STREET 2
<input type="text" value="23, Camac St, PROTITI"/>	<input type="text" value="Park Street area"/>	<input type="text" value="West Bengal Industrial Development Cor"/>	<input type="text" value="Enter street 2 name"/>
CITY	PINCODE *		
<input type="text" value="Kolkata"/>	<input type="text" value="700016"/>		
<input type="button" value="Update"/>			

Click on '**Update**' to proceed further.

Dashboard:



- **Total number of Application Submit:** It mean how many applications are submitted by user.
- **Total number of Application Approved:** It mean how many submitted applications have been approved by the department
- **Total number of Application Reject:** It mean how many submitted applications have been rejected by the department

Allotment of land in Industrial Area (WBIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

Click on the New Application to apply New Land/Module

The dashboard shows the following statistics:

- Total number of Application Submit: 00
- Total number of Application Approved: 00
- Total number of Application Reject: 00

Once user clicks on the **New Application** button the following page shall be displayed:

NEW APPLICATION FOR LAND / MODULES

SL. NO.	DISTRICT	NAME OF THE INDUSTRIAL PARK	LATITUDE, LONGITUDE	TYPE OF INDUSTRIES	LAND/MODULES AVAILABLE (ACRE/S.Q FT)	TENTATIVE BASE PRICE FOR THE YEAR 2022	ACTION
1	Paschim Medinipur (West Medinipur)	Vidyasagar Industrial Park	Developed Land	22.366529,87.358681	440 Acre	₹ 5832000/Acre	APPLY
2	North 24 Parganas	Manikanchan - SDF	Modules	22.579127,88.431393	5000 SqFt	₹ 6447/SqFt	APPLY
3	North 24 Parganas	Manikanchan - CFB	Modules	22.579127,88.431393	7000 SqFt	₹ 7370/SqFt	APPLY

Click on APPLY button any of the plot to Apply the Application which user want to Apply.


New Application for Land / Modules

SL. NO.	DISTRICT	NAME OF THE INDUSTRIAL PARK	LATITUDE, LONGITUDE	TYPE OF INDUSTRIES	LAND/MODULES AVAILABLE (ACRE/S.Q FT)	TENTATIVE BASE PRICE FOR THE YEAR 2022	ACTION
1	Paschim Medinipur (West Medinipur)	Vidyasagar Industrial Park	Developed Land	22.366529,87.358681	440 Acre	₹ 5832000/Acre	APPLY
2	North 24 Parganas	Manikanchan - SDF	Modules	22.579127,88.431393	5000 SqFt	₹ 6447/SqFt	APPLY
3	North 24 Parganas	Manikanchan - CFB	Modules	22.579127,88.431393	7000 SqFt	₹ 7370/SqFt	APPLY

Allotment of land in Industrial Area (WBIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

Once user click on the **Apply button** the following application form page shall be displayed:

The user has to fill all the required information and click on **Submit**.



Welcome NITESH RAJDAN
Edit Profile
Change Password
Logout

Dashboard
New Application

Application Form

STEP - 01
STEP - 02
STEP - 03
STEP - 04
STEP - 05
STEP - 06

APPLICATION DATE
08-Aug-2022

Organization Details

NAME OF ORGANIZATION *
Enter Name of Organization

ORGANIZATION TYPE *
--Select--

ORGANIZATION ACTS *
--Select--

DATE OF INCORPORATION *
mm/dd/yyyy

ORGANIZATION PAN NUMBER *
Enter Organization PAN NO.

TRADE LICENSE NUMBER
Enter Trade License NO.

GST NO. *
Enter GST NO.

GST CATEGORY *
--Select--

[Verify](#)

Organization Contact Details

MOBILE NO.
Enter Mobile NO.

FAX
Enter Fax NO.

EMAIL *
email id

WEBSITE
Enter Website name

☐ Is Registered office address outside West Bengal

Registered Office Address

BUILDING NO *
Enter Building NO.

BUILDING NAME *
Enter Plot NO.

STREET 1
Street 1 name

STREET 2
Street 2 name

CITY/TOWN/VILLAGE *
Enter City name

DISTRICT *

POST OFFICE *

PINCODE *
pincode number

COUNTRY
India

STATE
--Select--

DO YOU HAVE GROUP OF COMPANIES IN WEST BENGAL?*
☐ Yes
☒ No

DO YOU HAVE GROUP OF COMPANIES ELSEWHERE IN INDIA/ABROAD?*
☐ Yes
☒ No

Cancel

Save & Exit

Save & Next

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NIC

20

Allotment of land in Industrial Area (WBIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

The applicant is required to fill all the information as required and follow the necessary steps (from Step 1 to Step 6.)

STEP 01:



Welcome NITESH RAJDAN Edit Profile Change Password Logout

Dashboard | [New Application](#)

Application Form

STEP - 01

STEP - 02

STEP - 03

STEP - 04

STEP - 05

STEP - 06

APPLICATION DATE

08-Aug-2022

Organization Details

NAME OF ORGANIZATION *

NAME OF ORGANIZATION

ORGANIZATION TYPE *

Co-Operative Society

ORGANIZATION ACTS *

--Select--

DATE OF INCORPORATION *

03/01/1990

ORGANIZATION PAN NUMBER *

TRADE LICENSE NUMBER

Enter Trade License NO.

GST NO. *

DGDBHD32323HHH

GST CATEGORY *

Goods

HSN NO (PRODUCT)

0.

[Verify](#)

Organization Contact Details

MOBILE NO.

Enter Mobile NO.

FAX

Enter Fax NO.

EMAIL *

nitesh@webstep.in

WEBSITE

Enter Website name

☐ Is Registered office address outside West Bengal

Registered Office Address

BUILDING NO *

23, Camac St

BUILDING NAME *

PROTITI

STREET 1

Street 1 name

STREET 2

Street 2 name

CITY/TOWN/VILLAGE *

Park Street area

DISTRICT *

Kolkata

POST OFFICE *

700016

PINCODE *

700016

COUNTRY

India

STATE

--Select--

DO YOU HAVE GROUP OF COMPANIES IN WEST BENGAL?* ☐ Yes ☒ No

DO YOU HAVE GROUP OF COMPANIES ELSEWHERE IN INDIA/ABROAD?* ☐ Yes ☒ No


Cancel

Save & Exit

Save & Next

Allotment of land in Industrial Area (WBIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

STEP 02:



Welcome NITESH RAJDAN | [Edit Profile](#) | [Change Password](#) | [Logout](#)

[Dashboard](#) | [New Application](#)

Application Form

STEP - 01STEP - 02STEP - 03STEP - 04STEP - 05STEP - 06

Particulars Of The Management Of The Firm

DESIGNATION:
Director

NAME:
NITESH RAJDAN

STREET 01:
Park Street area

STREET 02:
Park Street area

COUNTRY:
India

STATE:
West Bengal

DISTRICT:
Kolkata

CITY/TOWN/VILLAGE:
Park Street area

PINCODE:
700101

AADHAAR NO:
[REDACTED]

MOBILE NUMBER:
[REDACTED]

OFFICE CONTACT NUMBER:
[REDACTED]

EMAIL:
nitesh@webstep.in

PERSONAL NET WORTH OF THE PROMOTERS (IN LAKHS)
1910 [REDACTED]

Update

SL. NO.	DESIGNATION	NAME OF APPLICANT	ADDRESS	AADHAAR	OFFICE CONTACT NO.	MOBILE NO.	EMAIL	NET WORTH	ACTION
1	Director	NITESH RAJDAN	Park Street area, Park Street area, Park Street area, Kolkata, West Bengal, 700101, India	2 [REDACTED]			nitesh@webstep.in	1910191.00	Edit Delete

Nature Of Project/Industry

BRIEF DESCRIPTION OF PROJECT (MAX 250 WORDS):
TEST BRIEF DESCRIPTION OF PROJECT BRIEF DESCRIPTION OF PROJECT

INDUSTRIAL PARK NAME:
Vidyasagar Industrial Park

DISTRICTS:
Paschim Medinipur (West Medinipur)

SUBDIVISION:
Kharagpur

Requirement

AREA TYPE:
Developed Land

REQUIREMENT OF LAND (ACRES):
700467

PREFERABLE LOCATION OF LAND (DECIDED BY WBIDC ON BASIS OF AVAILABILITY)
Enter Preference

TOTAL AREA COVERED BY BUILDING
Enter total area

ANY AREA NECESSARY FOR OPEN STORAGE (TO BE SHOWN IN PLANT LAYOUT/DRAWING)
Select Necessary for open Storage

Proposed Products Of Manufacturing Including Annual Capacity

PRODUCT DETAILS:
Land

TYPE:
Engineering

BY PRODUCTS (IF ANY):
TEST

NATURE AND QUALITY OF EFFLUENT (CUBIC METER/DAY):
Services

Update

SL. NO.	PRODUCT DETAILS	BY_PRODUCTS (IF ANY)	NATURE AND QUALITY OF EFFLUENT (CUBIC METER/DAY)	ACTION
2	Land	TEST	Services	Edit Delete

Cancel

Save & Exit

Save & Next


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Allotment of land in Industrial Area (WBIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

STEP 03:


Welcome NITESH RAJDAN Edit Profile Change Password Logout

Dashboard | [New Application](#)

Application Form

STEP - 01

STEP - 02

STEP - 03

STEP - 04

STEP - 05

STEP - 06

Capital Outlay (₹)



CAPITAL OUTLAY (₹)

AMOUNT (₹ IN LAKHS)

Add

Select Capital Outlay

Enter Amount

SL. NO.	CAPITAL OUTLAY	AMOUNT	ACTION
1	Land & Site Development	100.00	 

Total Capital Outlay/Project Cost (₹ In Lakhs): ₹100.00

Plan Of Investment (₹ In Lakh)

FIRST YEAR (₹ IN LAKHS)

SECOND YEAR (₹ IN LAKHS)

THIRD YEAR (₹ IN LAKHS)

TOTAL (₹ IN LAKHS)

30

20

50

100.00

Promoters Contribution (₹ In Lakhs)

TOTAL CONTRIBUTION (₹ IN LAKHS)

EQUITY (₹ IN LAKHS)

U/S LOAN (₹ IN LAKHS)

TERM LOAN (BORROWING) (₹ IN LAKHS)

100.00

OF WHICH

30

30

40

Anticipated Time (To Be Reckoned From The Date Of Delivery Of Possession Of Land)


ANTICIPATED TIME (TO BE RECKONED FROM THE DATE OF DELIVERY OF POSSESSION OF LAND)

*PLEASE SELECT ALL OPTIONS

MONTH

Select

Add


SL. NO.	ANTICIPATED TIME (TO BE RECKONED FROM THE DATE OF DELIVERY OF POSSESSION OF LAND)	MONTH	ACTION
1	For construction and Installation of Plant and Machineries	36	

Cancel

Save & Exit

Allotment of land in Industrial Area (WBIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

STEP 04:



Welcome NITESH RAJDAN Edit Profile Change Password Logout

Dashboard | [New Application](#)

Application Form

STEP - 01	STEP - 02	STEP - 03	STEP - 04	STEP - 05	STEP - 06
Employment Potentialities <div><div>DIRECT<div>20</div></div><div>PERMANENT</div><div>OF WHICH<div>10</div></div><div>CONTRACTUAL<div>10</div></div><div>INDIRECT<div>9</div></div></div>					
Requirements Of Infrastructure Facilities Or Amenities <div><div>POWER<div>0.00</div></div><div>KW AT</div><div>VOLTS<div>0.00</div></div><div>WATER<div>0.00</div></div><div>KL/D</div><div>OTHERS<div></div></div></div> <div><div>Cancel</div><div>Save & Exit</div><div>Save & Next</div></div>					


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Allotment of land in Industrial Area (WBIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

STEP 05:



Welcome NITESH RAJDAN Edit Profile Change Password Logout

STEP - 01 STEP - 02 STEP - 03 STEP - 04 STEP - 05 STEP - 06

Project Details

DOES THE PROPOSED PROJECT INVOLVE POLLUTION OF WASTES/AIR IN ANY WAY?

Yes

REMARKS

REMARKS Comment

PROJECT CATEGORY

☒ White ☐ Green ☐ Orange ☐ Red

Is There Any Foreign Investment?


☐ Yes ☒ No

Cancel Save & Exit Save & Next

Allotment of land in Industrial Area (WBIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

STEP 06:

The applicant is now required to upload necessary documents



Welcome NITESH RAJAN | [Edit Profile](#) | [Change Password](#) | [Logout](#)

[Dashboard](#) | [New Application](#)

Application Form

STEP - 01

STEP - 02

STEP - 03

STEP - 04

STEP - 05

STEP - 06

Companies Own Performance (Last 3 Years)

Item	First Year (₹ in Lakhs)	Second Year (₹ in Lakhs)	Third Year (₹ in Lakhs)
--Select--			

Add

SL.NO.	ITEM	FIRST YEAR (₹ IN LAKHS)	SECOND YEAR (₹ IN LAKHS)	THIRD YEAR (₹ IN LAKHS)	ACTION
--------	------	-------------------------	--------------------------	-------------------------	--------


















Status Of Existing Loans (If Any)

BANK NAME	LOAN TYPE	AMOUNT (₹ IN LAKHS)	STATUS
ICICI Bank Ltd.	Working Capital Loan	2000000	Declared NPA

Add

SL.NO.	BANK NAME	LOAN TYPE	AMOUNT (₹ IN LAKHS)	STATUS	ACTION
--------	-----------	-----------	---------------------	--------	--------

Supporting Documents

SL. NO.	ATTACHMENT NAME	ATTACHMENT DOCUMENTS	ACTION
1	Details of the proposed Project	Select File	
2	Requirement and justification of land	Select File	
3	Project Feasibility Report	Select File	
4	Audited Financial Statement/Annual Accounts including audit report and directors' report & MDIT-9 etc.(Annual Report) of the company and the group companies(if any) for last 3 years.	Select File	
5	Identity Proof(e.g. PAN) and Address proof(e.g. Voter Id/ Aadhaar/Passport/Driving License/Electricity Bill etc.) of promoters/directors/partners/proprietor etc. (to be annexed in DPR).	Select File	
6	Net Worth Statement for all Directors	Select File	
7	Certificate of Incorporation	Select File	
8	INC-20A along with paid challan copy (if applicable)	Select File	
9	Copy of MOA & AOA	Select File	
10	IEC (if any)	Select File	
11	Trade License	Select File	
12	GST Certificate	Select File	
13	Copy of PAN	Select File	
14	Udyam registration certificate/UAM (if any)	Select File	
15	IT Return	Select File	
16	Signature	Select File	
17	A self-declaration in Organization's letter head that none of the promoters/directors/partners/proprietor of the organization or the organization itself, do not contravene the provision of the Companies Act, 2013, PF, ES, Income Tax, GST and any other statutory compliances/laws, as applicable.	Select File	

SL. NO.	ATTACHMENT NAME	RELEVANT DETAILS	ACTION
---------	-----------------	------------------	--------

1) I/We solemnly declare that the particulars given above are true and correct to my/our knowledge and belief and that no materials facts have been concealed or withheld.

2) I/We also declare that I/We have read and understood the terms and conditions of sale/lease and other information/Conditions stated.

3) I/We do hereby solemnly accept and agree to abide by them and as also others as may be prescribed by WBIDC in the future. I/We further agree to sign and execute the necessary documents/agreement as and when desired by WBIDC.

4) I/We being Non Resident Indian/Foreign Citizen of Indian Origin do solemnly declare that I/we want the production space for purpose of production business as permitted and all relevant permissions and clearances concerning my/our status in this regard shall be duly obtained. I/We being Non Resident Indian/Foreign Citizen of Indian Origin do solemnly declare that I/we want the production space for purpose of conducting business as permitted and all relevant permissions and clearances concerning my/our status in this regard shall be duly obtained.

5) I/We also declare that I/We will not further sublet or sublease the property if allotted to me/us.

☒ I Agree

Cancel

Submit

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The applicant now clicks on **Submit** for final submission of the application.

User Manual

Allotment of land in Industrial Area– (WBIDC)

Allotment of land in Industrial Area (WBIDC) provided as a service through ‘SilpaSathi’ the Online Single Window portal of State (WB)

The applicant can meanwhile view the latest of the application in the SilpaSathi Dashboard after submission of application.

←

→

↺

🏠

silpasathi.wb.gov.in/dashboard

🔍

☆

📁

🔔

⋮

🔖 Managed bookmarks

🖱️

📄 KX | Knowledge Exc...

🕒 This may contain: a...

📄 Static Page Pdf Man...

🌐 Sign out

📁 All Bookmarks

Silpasathi | State Single Window Portal for Industries

🔔 0

👤 Welcome Onboard+
RATAN DEBNATH

📄 Service for obtaining Land Conversion Certificate is currently unavailable due to server migration and maintenance

✉️ For any technical query, kindly drop a mail at qtr.silpasathibw@gmail.com

🏠 Self Assisted Service

⚙️ System Guided Assistance Through Wizard

📄 Sector Specific License

🔍 Query / Grievance Submission / Tracking

👤 Your Profile

Your Selected Service(s)

All Approved or Rejected applications are listed under the "MY APPLICATION" menu at the top of this page.
(Please click on to **Update Status** button every time at log in to get your updated status and Actionables)
* Note : The applications not submitted post 90 days would be removed from the system.

BUSINESS REFERENCE ID : CAF250A610241

🔄 Update Status ^

SL NO.	SERVICE	ACTION
1	<div><div>Allotment of land in Industrial Area (WBIDC) (WBRTPS Timeline: 40 days) ⓘ</div><div><div>🟢 Basic Details saved</div><div>🟢 Initiated</div><div>🟢 Application Submitted</div><div>🟡 Payment Initiated</div><div>🟡 Fees Paid</div><div>🟡 Forwarded</div><div>🟡 Waiting for Cabinet Approval</div><div>🟡 Approved / Reject</div><div>🟡 Lease Payment Initiated</div><div>🟡 Lease Payment Completed</div><div>🟡 Possession Certificate Delivered</div></div></div>	<div>Click to Proceed</div>

BUSINESS REFERENCE ID : CAF2024460429

🔄 Update Status v

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SS

SilpaSathi Dashboard

←

→

↺

🏠

silpasathi.wb.gov.in/caf/submitted/bWNMTm9kK05RTUM5MmZ1cm40eEVNdz09/Zk0zR1BYMFVibFYQjwemUzTGxPd09

🔍

☆

👤

⋮

🔖

📄

Silpasathi | State Single Window Portal for Industries

🔔 0

👤 Welcome Onboard+
TEST USER

📄 DASHBOARD

📄 ALL ESTABLISHMENTS

📄 MY APPLICATION

📄 PROCEDURE COMPREHENSIVE LIST

📄 QUERY / GRIEVANCE

📄 USER MANUAL

📄 COMPLIANCE DASHBOARD

📄 at 03322622004 in between 10am to 5pm on Monday to Friday

📄 Applicants can avail the e-Service - Issuance of Trade License Certificate (New) under the Department of UD&MA e-Service is currently available from Silpasathi Portal whereas Renewal of Trade License Certificate under the Deps

CAF250A610241 - Current Status

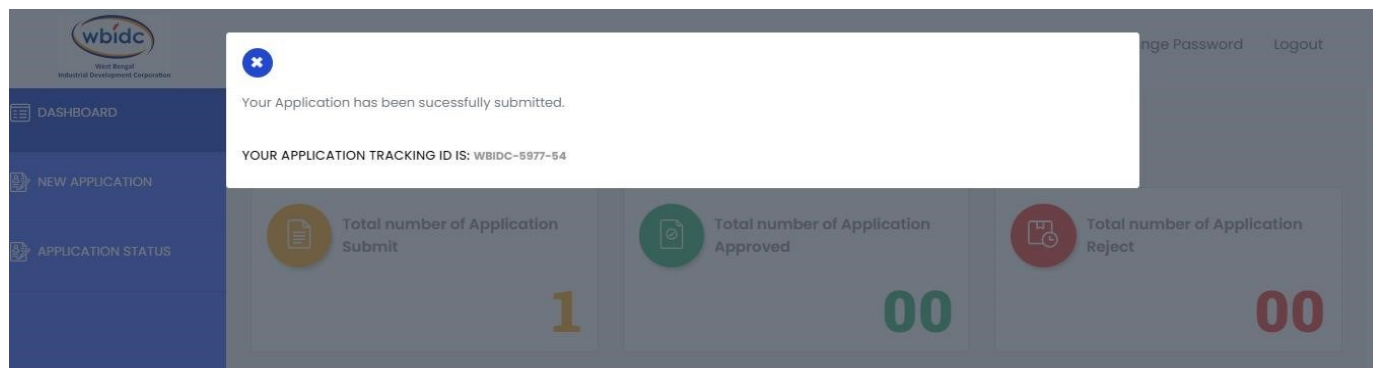
NAME OF THE SERVICES	STATUS TITLE	CURRENT STATUS	ACTION TAKEN DATE
Allotment of land in Industrial Area (WBIDC)	Basic Details saved	Completed	22/07/2025
	Initiated	Completed	22/07/2025
	Application Submitted	Completed	22/07/2025
	Payment Initiated	Pending	
	Fees Paid	Pending	
	Forwarded	Pending	
	Waiting for Cabinet Approval	Pending	
	Approved / Reject	Pending	
	Lease Payment Initiated	Pending	
	Lease Payment Completed	Pending	
	Possession Certificate Delivered	Pending	

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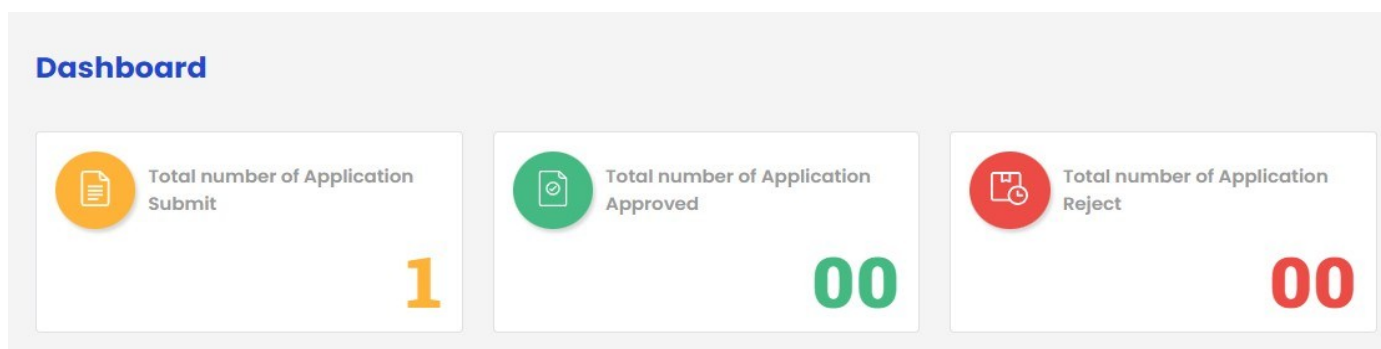
Design & Developed by NIC

Allotment of land in Industrial Area (WBIDC) provided as a service through ‘SilpaSathi’ the Online Single Window portal of State (WB)

Once the Application form is submitted successfully in the WBIDC website, following message shall be displayed along with the Application Tracking Number:



Once the application form is submitted successfully, the number of the count in the dashboard will change. Please check the screenshot below for your reference.

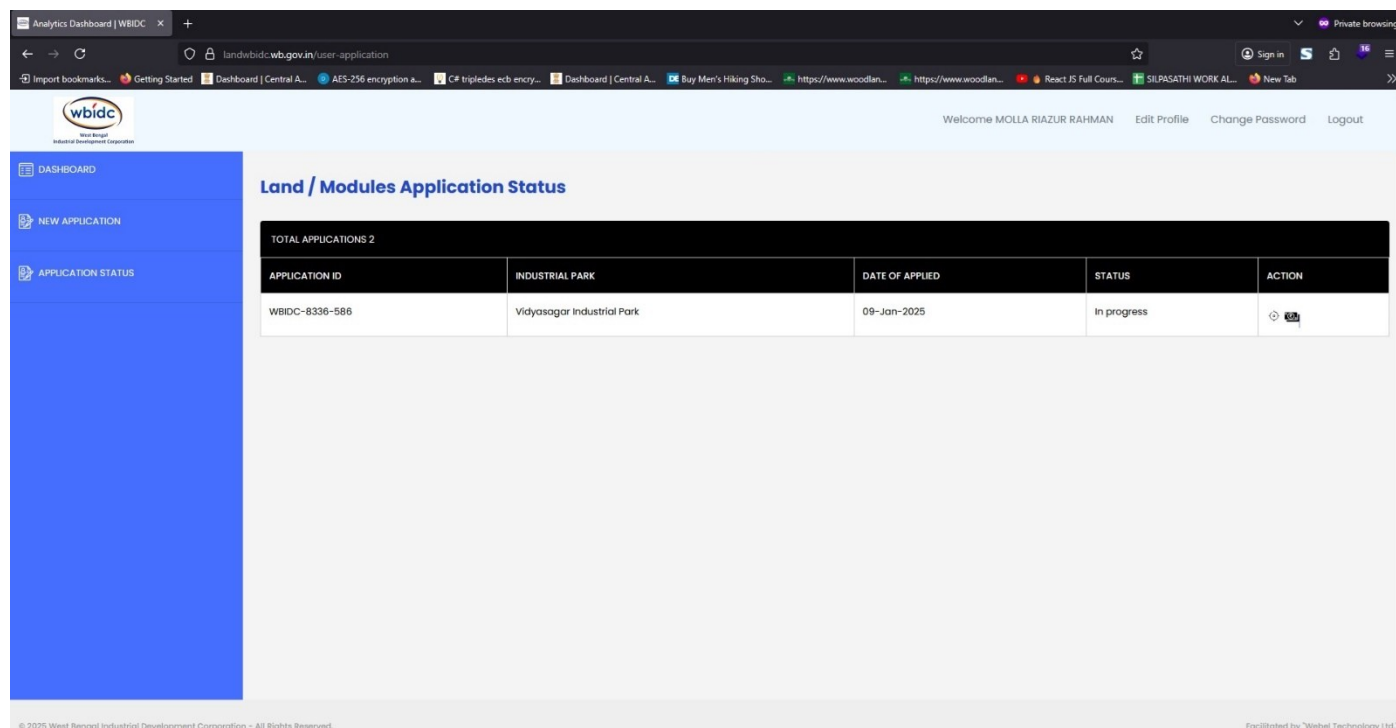


Allotment of land in Industrial Area (WBIDC) provided as a service through ‘SilpaSathi’ the Online Single Window portal of State (WB)

Payment of Fees

The applicant is now required to pay the required fees based on the application filled by the applicant. The applicant can view his status in the Departmental website dashboard and proceed with the payment process

Applicant's Dashboard

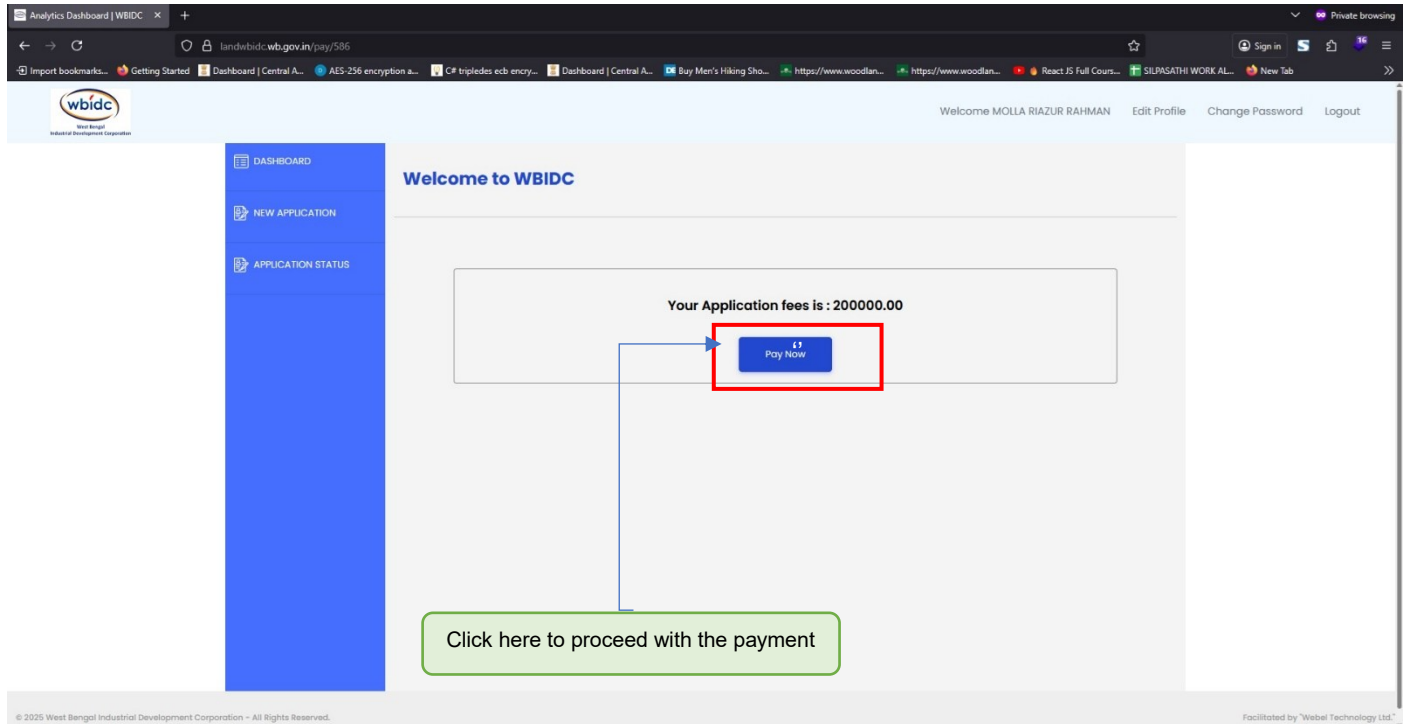


The screenshot displays the 'Analytics Dashboard | WBIDC' interface. The left sidebar contains navigation links: DASHBOARD, NEW APPLICATION, and APPLICATION STATUS. The main content area is titled 'Land / Modules Application Status' and shows a table of applications. The table has columns for APPLICATION ID, INDUSTRIAL PARK, DATE OF APPLIED, STATUS, and ACTION. A single application is listed with ID WBIDC-8336-586, located at Vidyasagar Industrial Park, applied on 09-Jan-2025, and currently 'In progress'. The footer indicates copyright for 2025 West Bengal Industrial Development Corporation and mentions facilitation by 'Weibel Technology Ltd.'.

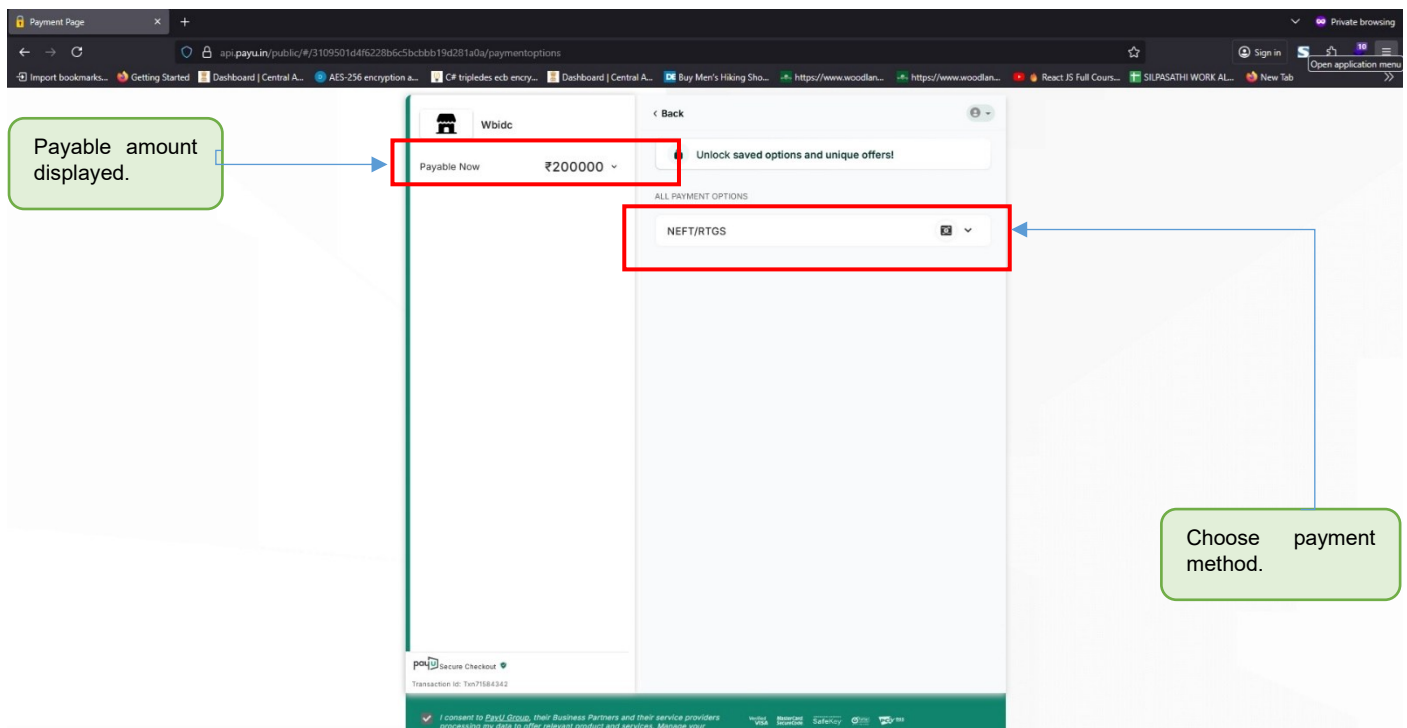
TOTAL APPLICATIONS 2				
APPLICATION ID	INDUSTRIAL PARK	DATE OF APPLIED	STATUS	ACTION
WBIDC-8336-586	Vidyasagar Industrial Park	09-Jan-2025	In progress	

The payment procedure has been illustrated as per the following screenshots. The applicant can proceed with the payment after clicking on the **‘Pay Now’** option.

Allotment of land in Industrial Area (WBIDC) provided as a service through ‘SilpaSathi’ the Online Single Window portal of State (WB)



The applicant is redirected to the **PayU portal** to complete the payment process. The applicant shall be able to choose between various modes of payment methods for fees payment.




The applicant has to enter the correct details for payment transaction and proceed with the payment process.

Payment Challan

Allotment of land in Industrial Area (WBIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

West Bengal Industrial Development Corporation Ltd
 Prothiti, 23 Abanindranath Thakur Sarani,
 Kolkata 700017

Fund Transfer Details		Transaction Status
Beneficiary Name	West Bengal Industrial Development Corporation Ltd	 <small>Scan QR code to check status</small>
Transaction Amount	21.80 (Twenty One Rupees and Eighty Paise Only)	
Beneficiary Account Number		
Beneficiary IFSC Code		




Terms & Conditions

- This challan is valid for 30 days from the date of generation, subject to merchant's acceptance.
- The Beneficiary Bank Account Number generated is applicable for this challan only. For branch induced NEFT/RTGS, only Person to Person mode (R41) to be used. Any other mode of transfer may be treated as invalid.
- The exact amount (upto 2nd decimal) appearing in this challan should be transferred to the beneficiary bank account. Bank charges (if any) to be paid separately to the bank.
- Do not make multiple payments against this challan by splitting the amount into more than one NEFT/RTGS transactions.
- To ensure credit of reversal / refund, NEFT/RTGS must be executed from the customer's bank account. Customer's bank account should be enabled for incoming NEFT/RTGS credits.
- Axis Bank Customers:
 - Net/Mobile Banking Users - Register beneficiary as "Other Bank Payee" and initiate transaction through NEFT/RTGS payment mode only.
 - Branch Visitors - Branch's Maker to login into "Saksham" utility & select "Ultralite". Click on NEFT/RTGS and enter the "Debit Account number of remitter/sender". On new window enter Fund Transfer details and Submit. Next step is Branch's Checker to Login and verify the transaction.




Challan Payment Process

To pay for your challan, you can select either of these two payment modes:

1. Fund Transfer via Internet and Mobile Banking


-  Login to your bank account via Net/Mobile Banking
-  Add NEFT/RTGS beneficiary as per the challan details
-  Post beneficiary addition, initiate Fund Transfer for the exact amount as mentioned in the challan

2. Fund Transfer via your Bank Branch


-  Visit the nearest NEFT/RTGS enabled branch of your bank
-  Fill the NEFT/RTGS request form with beneficiary details and submit along with a Cheque/Mandate
-  Collect the Acknowledgement receipt from the bank official

To know the Fund Transfer Status

Scan the QR on challan using any QR code scanner app.




Click on the **APPLICATION STATUS** button to know the status of your application.


West Bengal Industrial Development Corporation

Welcome NITESH RAJDAN Edit Profile Change Password Logout


DASHBOARD
 NEW APPLICATION
APPLICATION STATUS

Dashboard




Total number of Application
Submitted

1



Total number of Application
Approved

00

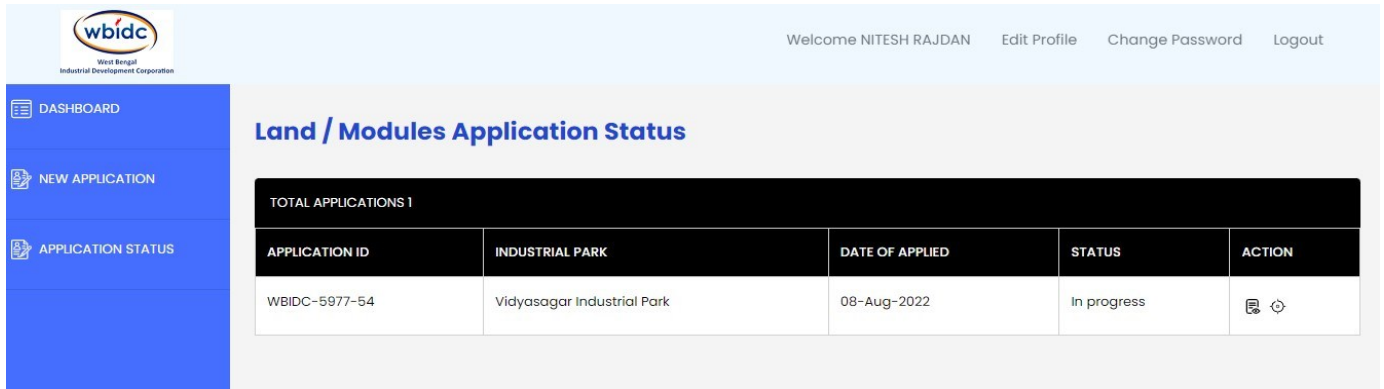


Total number of Application
Reject

00


Once you click on the **APPLICATION STATUS** button the following page shall be displayed:

Allotment of land in Industrial Area (WBIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)



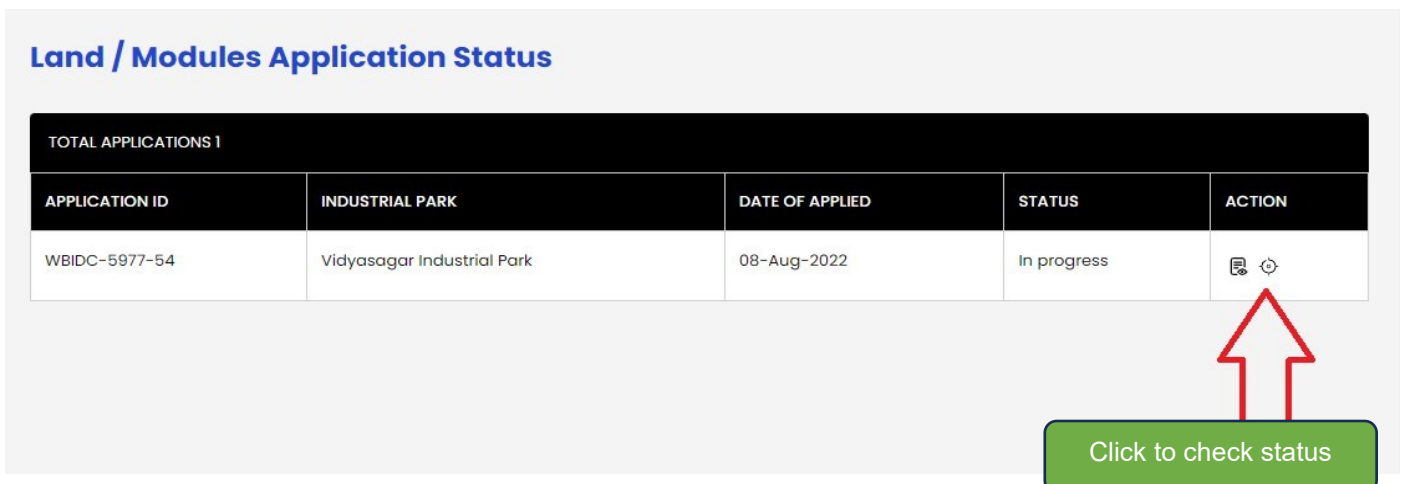
Land / Modules Application Status

TOTAL APPLICATIONS 1

APPLICATION ID	INDUSTRIAL PARK	DATE OF APPLIED	STATUS	ACTION
WBIDC-5977-54	Vidyasagar Industrial Park	08-Aug-2022	In progress	


Navigation sidebar: DASHBOARD, NEW APPLICATION, APPLICATION STATUS

In this page you can view the Application and check the current Application status. Please check on the track icon to see the Application status.

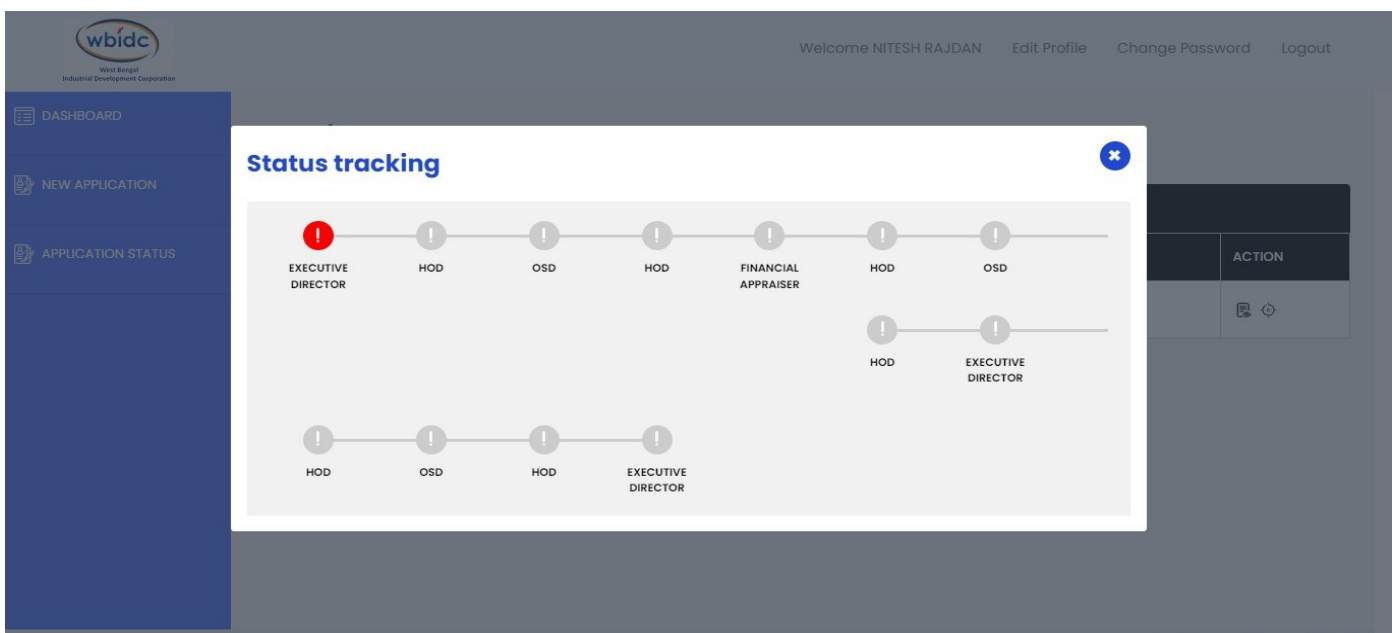


Land / Modules Application Status

TOTAL APPLICATIONS 1

APPLICATION ID	INDUSTRIAL PARK	DATE OF APPLIED	STATUS	ACTION
WBIDC-5977-54	Vidyasagar Industrial Park	08-Aug-2022	In progress	

Click to check status



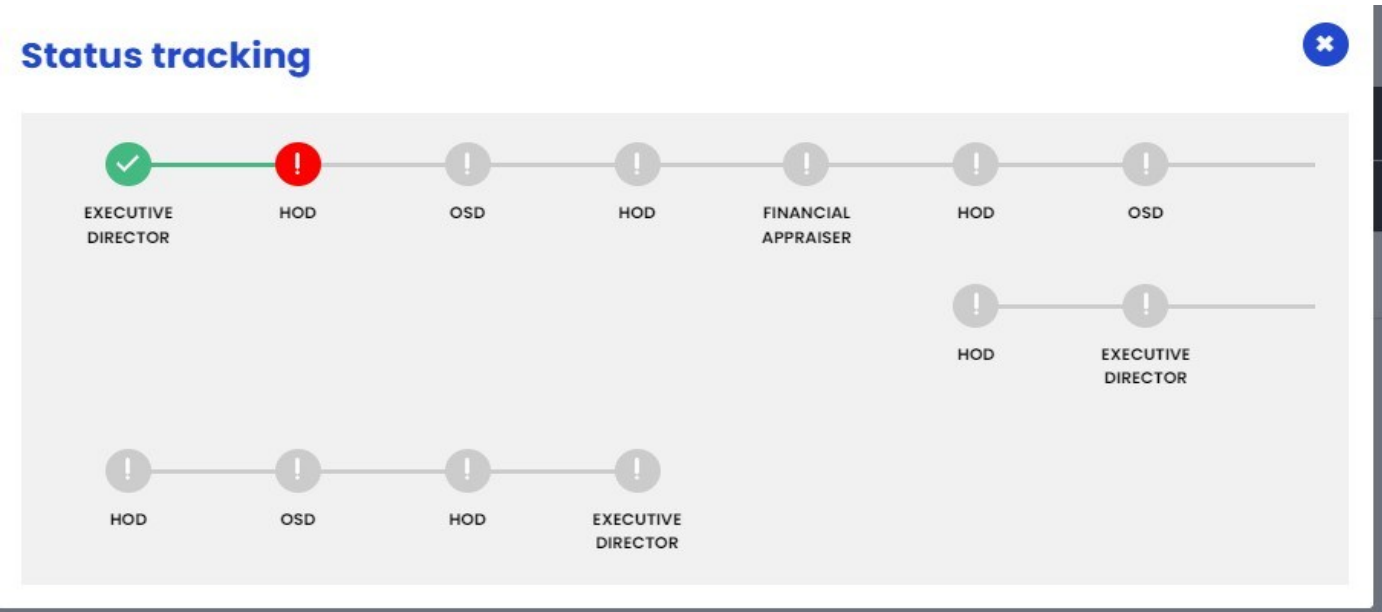
Status tracking

EXECUTIVE DIRECTOR (Red circle with exclamation mark) → HOD → OSD → HOD → FINANCIAL APPRAISER → HOD → OSD → HOD → EXECUTIVE DIRECTOR

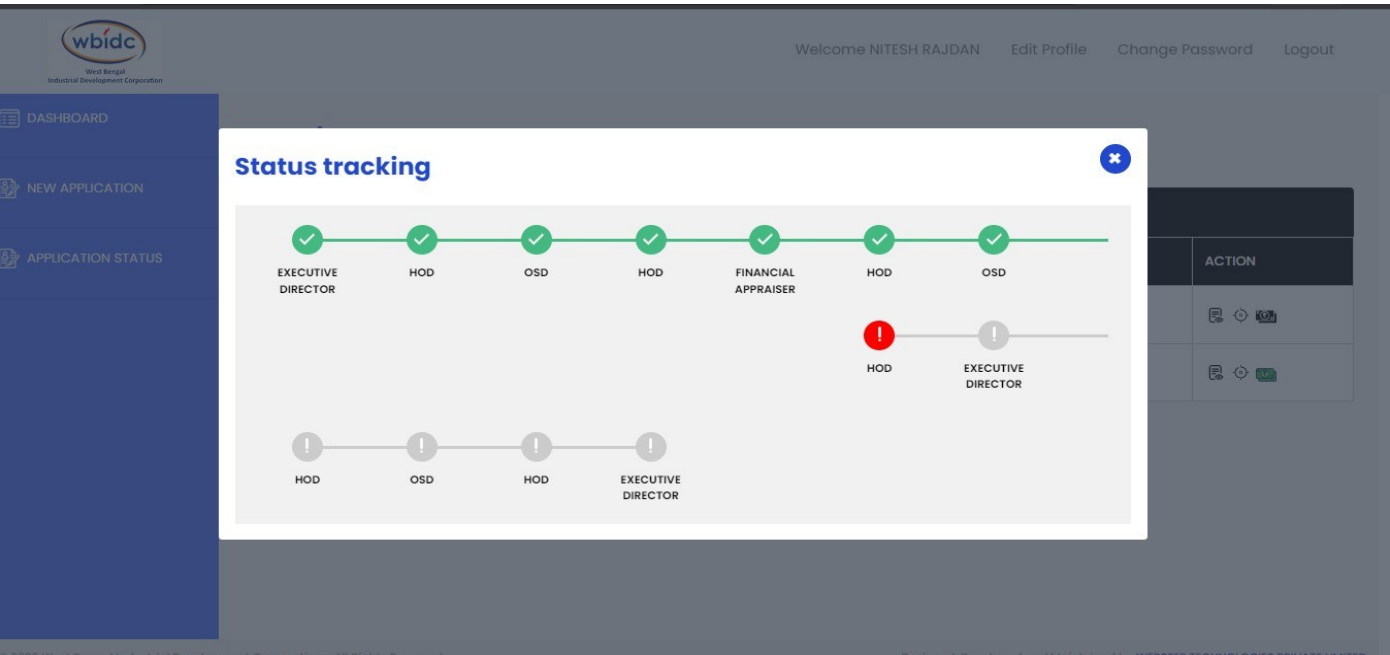
Below the main flow: HOD → OSD → HOD → EXECUTIVE DIRECTOR

This status show that the file is with the EXECUTIVE DIRECTOR. Once the EXECUTIVE DIRECTOR approve this will go to HOD. Please check below screen shot for your reference.

Allotment of land in Industrial Area (WBIDC) provided as a service through ‘SilpaSathi’ the Online Single Window portal of State (WB)

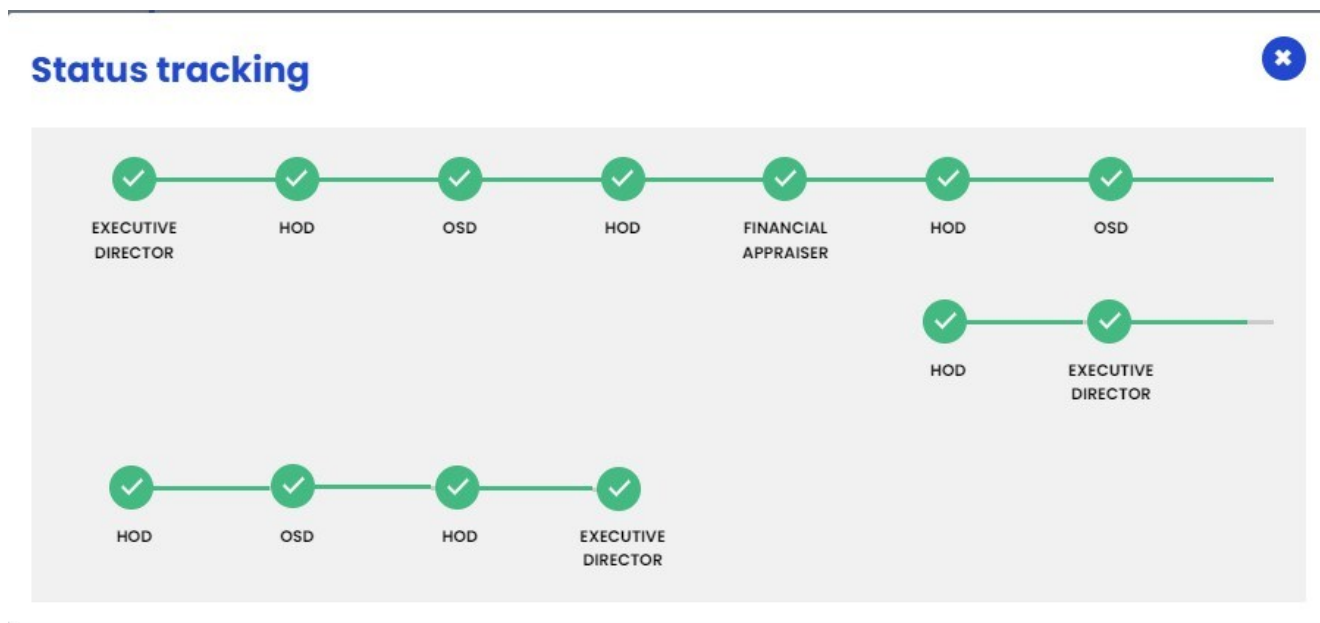


The following screen the tracking system



Allotment of land in Industrial Area (WBIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

Once the file approves from all the department. The tracking will be looking like below screen shot.

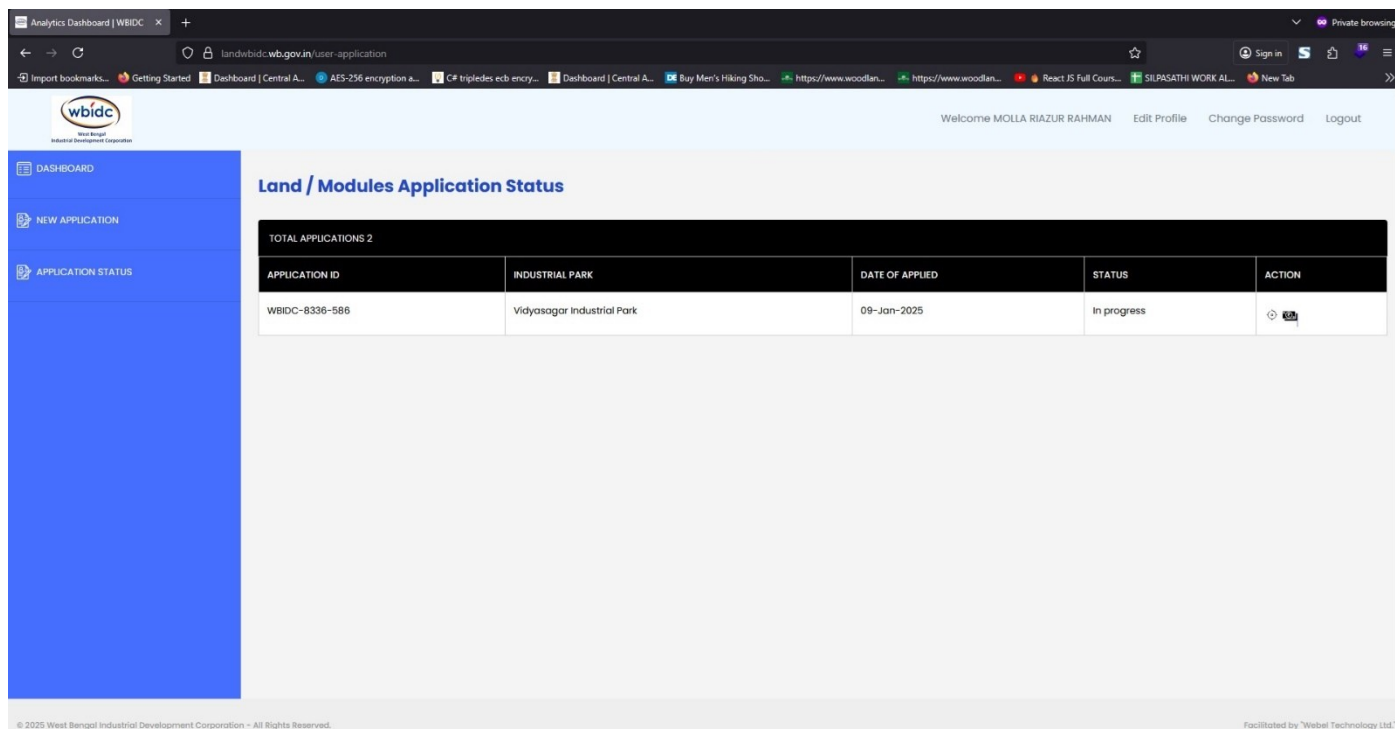


2. Online Payment of fees

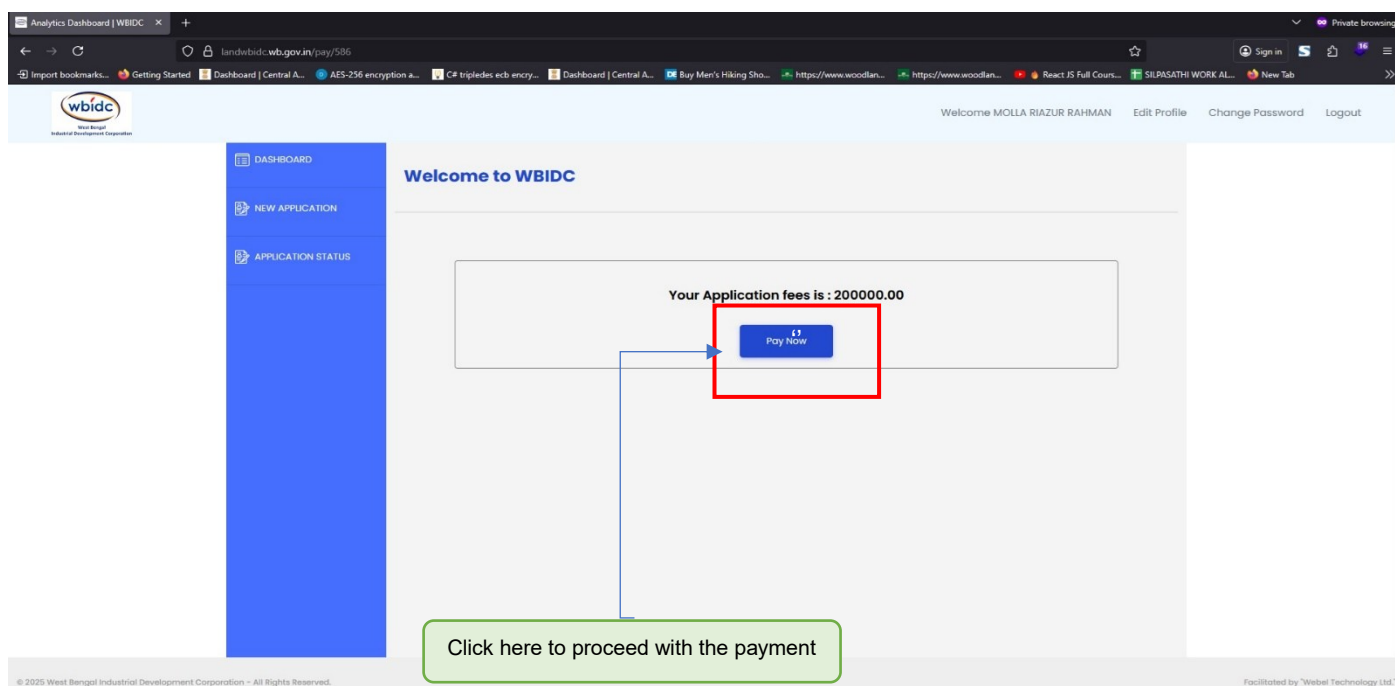
The applicant is now required to pay the **lease payment fees** after approval process is complete. The applicant can view his status in the Departmental website dashboard and proceed with the payment process

Applicant's Dashboard

Allotment of land in Industrial Area (WBIDC) provided as a service through ‘SilpaSathi’ the Online Single Window portal of State (WB)

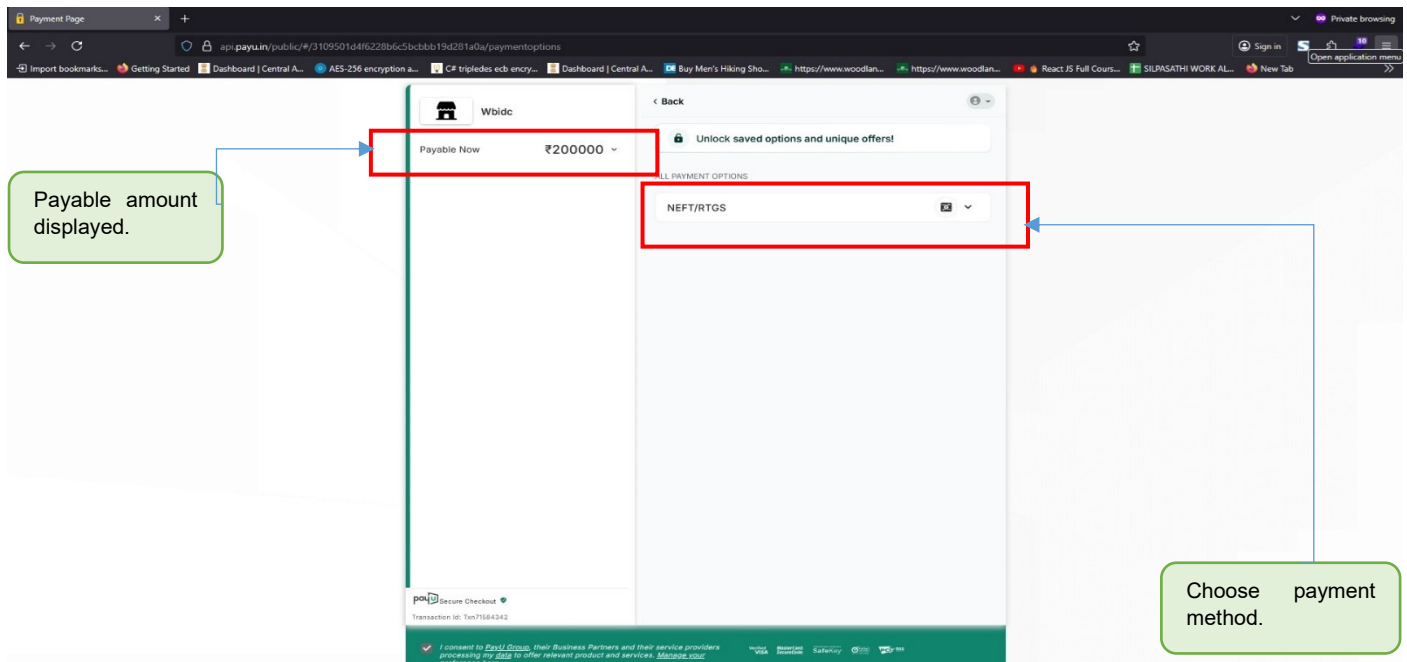


The payment procedure has been illustrated as per the following screenshots. The applicant can proceed with the payment after clicking on the ‘Pay Now’ option.



The applicant is redirected to the **PayU portal** to complete the payment process. The applicant shall be able to choose between various modes of payment methods for fees payment.

Allotment of land in Industrial Area (WBIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)



The applicant has to enter the correct details for payment transaction and proceed with the payment process.

Payment Challan

West Bengal Industrial Development Corporation Ltd
 Profit, 22 Abanindranath Thakur Sarani,
 Kolkata 700017

Fund Transfer Details		Transaction Status
Beneficiary Name	West Bengal Industrial Development Corporation Ltd	
Transaction Amount	21.80 (Twenty One Rupee and Eighty Paise Only)	
Beneficiary Account Number		
Beneficiary IFSC Code		

Scan QR code to check status

Terms & Conditions

- This challan is valid for 30 days from the date of generation, subject to merchant's acceptance.
- The Beneficiary Bank Account Number generated is applicable for this challan only. For branch induced NEFT/RTGS, only Person to Person mode (R41) to be used. Any other mode of transfer may be treated as invalid.
- The exact amount (upto 2nd decimal) appearing in this challan should be transferred to the beneficiary bank account. Bank charges (if any) to be paid separately to the bank.
- Do not make multiple payments against this challan by splitting the amount into more than one NEFT/RTGS transactions.
- To ensure credit of reversal / refund, NEFT/RTGS must be executed from the customer's bank account. Customer's bank account should be enabled for incoming NEFT/RTGS credits.
- Axis Bank Customers:
 - Net/Mobile Banking Users - Register beneficiary as "Other Bank Payee" and initiate transaction through NEFT/RTGS payment mode only.
 - Branch Visitors - Branch's Maker to login into "Saksham" utility & select "Ultrafile". Click on NEFT/RTGS and enter the "Debit Account number of remitter/sender". On new window enter Fund Transfer details and Submit. Next step is Branch's Checker to Login and verify the transaction.

payu

Challan Payment Process

To pay for your challan, you can select either of these two payment modes:

- Fund Transfer via Internet and Mobile Banking**
 - Login to your bank account via Net/Mobile Banking
 - Add NEFT/RTGS beneficiary as per the challan details
 - Post beneficiary addition, initiate Fund Transfer for the exact amount as mentioned in the challan
- Fund Transfer via your Bank Branch**
 - Visit the nearest NEFT/RTGS enabled branch of your bank
 - Fill the NEFT/RTGS request form with beneficiary details and submit along with a Cheque/Mandate
 - Collect the Acknowledgement receipt from the bank official

To know the Fund Transfer Status

Scan the QR on challan using any QR code scanner app.

Note: Applicant can click on 'Update Status' at periodic intervals in the SilpaSathi dashboard and can view the latest status of the application

Allotment of land in Industrial Area (WBIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

3. Track Status of Application

The applicant has to click on 'Update Status' to view the latest status of the application.

Applicant's Dashboard

Click on 'Update Status' to check the latest status of the application.

Business Reference ID: CAF250A610241

SL NO.	SERVICE	ACTION
1	Allotment of land in Industrial Area (WBIDC) (WBRTPS Timeline: 40 days)	Click to Proceed

Progress: Basic Details saved → Initiated → Application Submitted → Payment Initiated → Fees Paid → Forwarded → Waiting for Cabinet Approval → Approved / Reject → Possession Certificate Delivered

Note: Latest status can be seen any time through Applicant's Dashboard

Current status appears in the Status Dashboard (Screenshot below).

CAF250A610241 - Current Status

NAME OF THE SERVICES	STATUS TITLE	CURRENT STATUS	ACTION	TAKEN DATE
Allotment of land in Industrial Area (WBIDC)	Basic Details saved	Completed		
	Initiated	Completed		
	Application Submitted	Completed		
	Payment Initiated	Completed		
	Fees Paid	Completed		
	Forwarded	Completed		
	Waiting for Cabinet Approval	Completed		
	Approved / Reject	Completed		
	Lease Payment Initiated	Completed		
	Lease Payment Completed	Completed		
	Possession Certificate Delivered	Completed		

Latest status updated as **Possession Certificate delivered**.

Allotment of land in Industrial Area (WBIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

4. Online Download of final approval certificate

Applicant's Dashboard

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Note: Latest status can be seen any time through Applicant's Dashboard

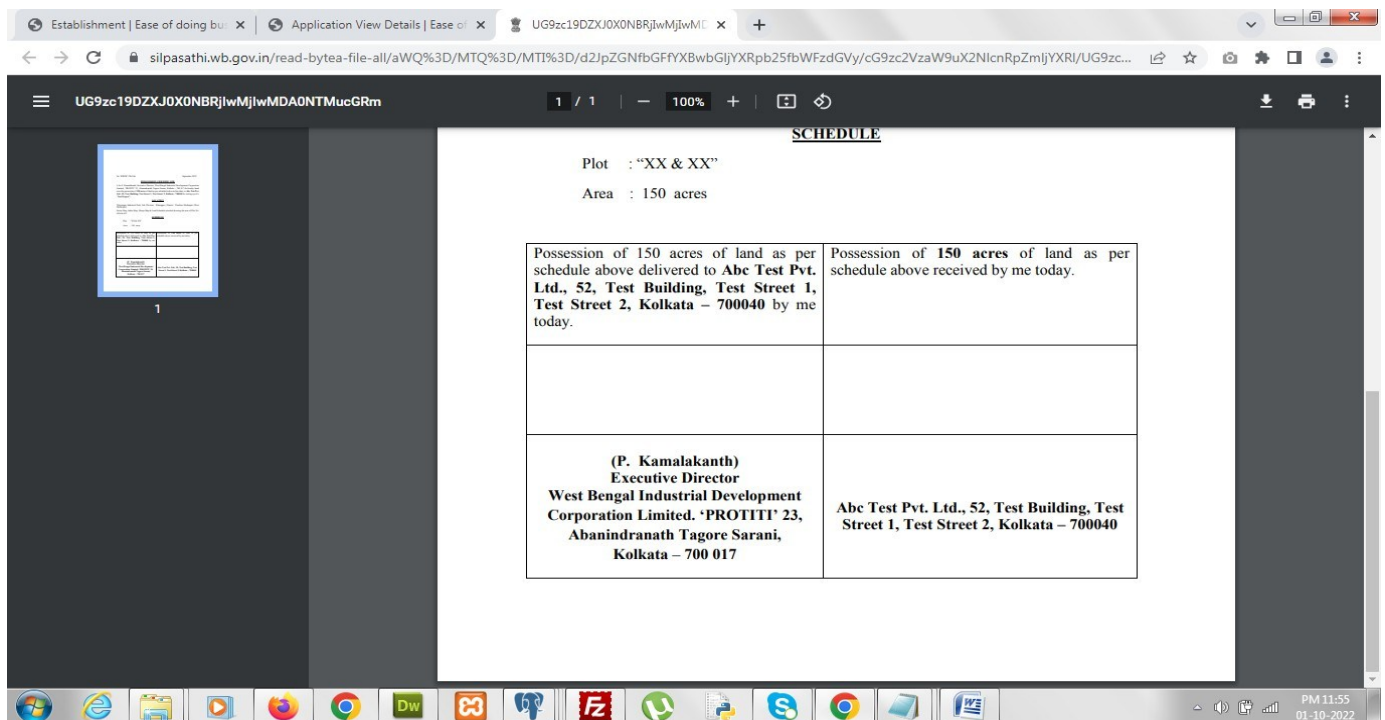
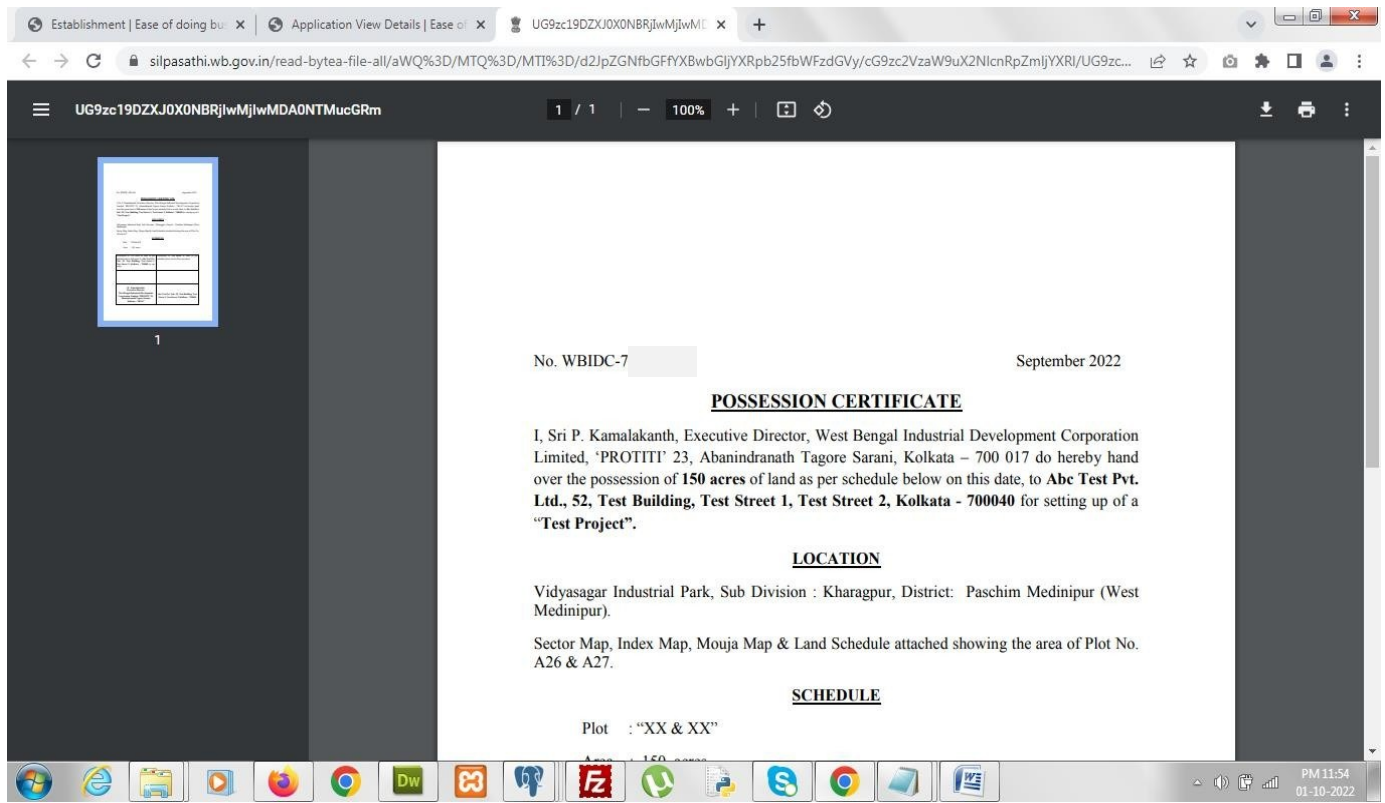
The applicant shall now be able to download the final certificate after final approval of application. The applicant has to click on '**Possession Certificate**' icon to download the Final Approval Certificate issued.

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Allotment of land in Industrial Area (WBIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)





The certificate as downloaded has been illustrated in the screenshot below:

The Final Certificate gets downloaded (Screenshot)



Allotment of land in Industrial Area (WBIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

The final certificate can also be downloaded from the WBIDC website

Land / Modules Application Status				
TOTAL APPLICATIONS 1				
APPLICATION ID	INDUSTRIAL PARK	DATE OF APPLIED	STATUS	ACTION
WBIDC-5415-53	Vidyasagar Industrial Park	02-Aug-2022	Possession Certificate Generated	    DOWNLOAD POSSESSION CERTIFICATE

One Approval certificate document has been illustrated below:

No. WBIDC-786	September 2022
---------------	----------------

POSSESSION CERTIFICATE

I, Sri P. Kamalakanth, Executive Director, West Bengal Industrial Development Corporation Limited, 'PROTITI' 23, Abanindranath Tagore Sarani, Kolkata – 700 017 do hereby hand over the possession of **150 acres** of land as per schedule below on this date, to **Abc Test Pvt. Ltd., 52, Test Building, Test Street 1, Test Street 2, Kolkata - 700040** for setting up of a "Test Project".

LOCATION

Vidyasagar Industrial Park, Sub Division : Kharagpur, District: Paschim Medinipur (West Medinipur).

Sector Map, Index Map, Mouja Map & Land Schedule attached showing the area of Plot No. A26 & A27.

SCHEDULE

Plot : "XX & XX"	
Area : 150 acres	

Possession of 150 acres of land as per schedule above delivered to Abc Test Pvt. Ltd., 52, Test Building, Test Street 1, Test Street 2, Kolkata – 700040 by me today.	Possession of 150 acres of land as per schedule above received by me today.
<div style="text-align: center;"> (P. Kamalakanth) Executive Director West Bengal Industrial Development Corporation Limited. 'PROTITI' 23, Abanindranath Tagore Sarani, Kolkata – 700 017 </div>	<div style="text-align: center;"> Abc Test Pvt. Ltd., 52, Test Building, Test Street 1, Test Street 2, Kolkata – 700040 </div>

Allotment of land in Industrial Area (WBIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

5. Third Party verification details

Third party verification is a process by which any independent user / third party verifies an individual's license and registration details online check authenticity of the Certificate, without logging into the portal.

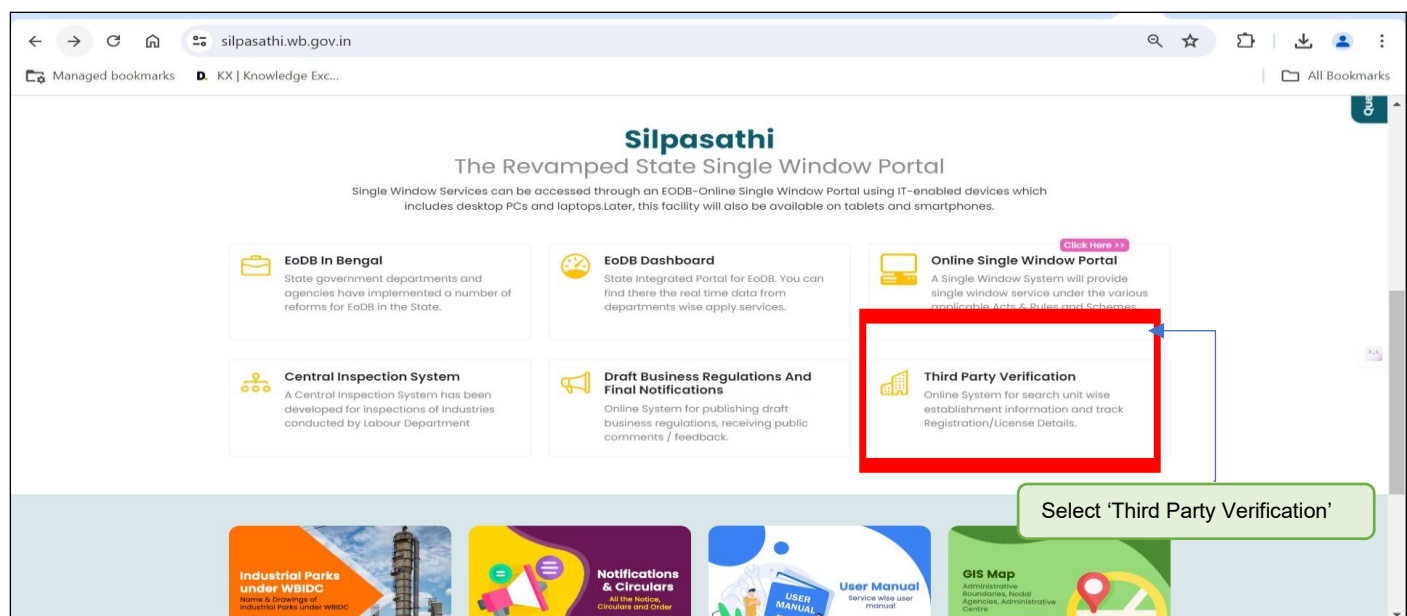
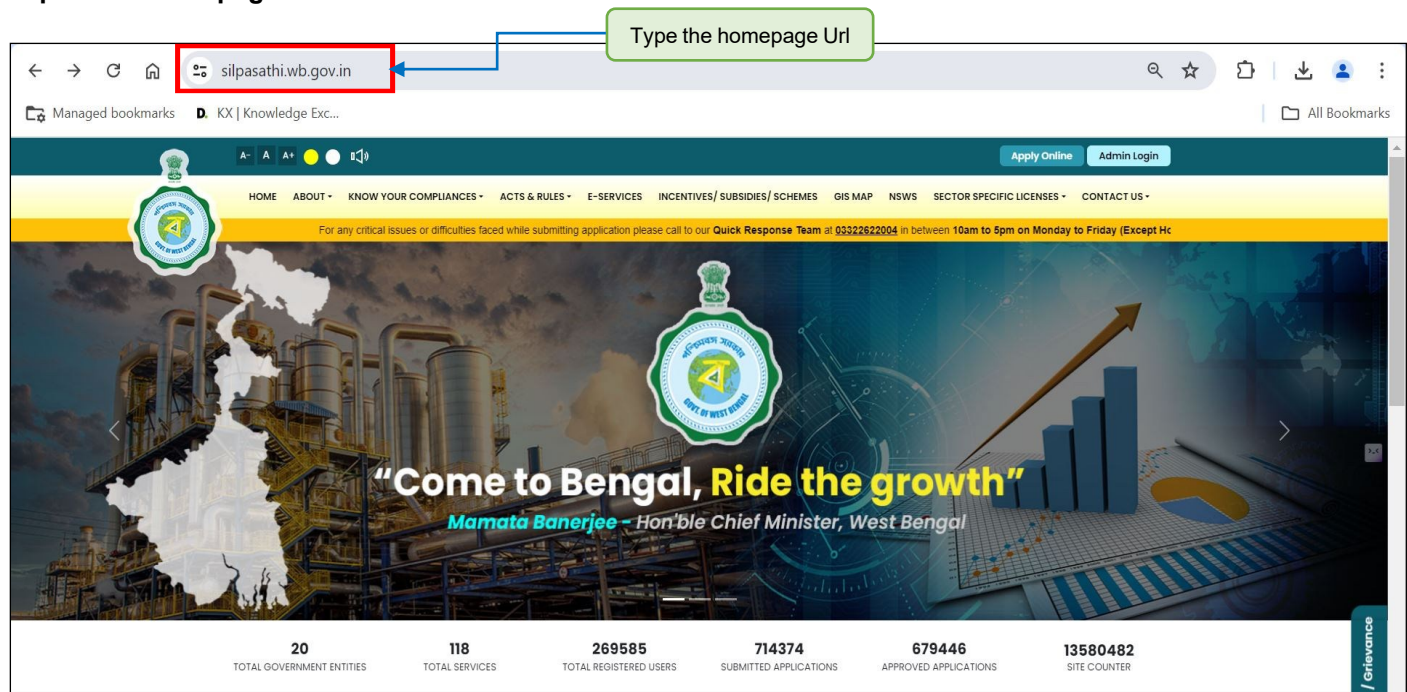
Third party verification process

The applicant or any user has to log in to <https://silpasathi.wb.gov.in/>.

A user (any third party) needs to click on '**Third party Verification**' section in the homepage and enter registration number / license number and then click on 'Search' link, for Verification of Certificate.

(Screenshots below):

SilpaSathi Homepage



Allotment of land in Industrial Area (WBIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

Applicant selects the service and then select SilpaSathi CAF Number/ Approval Certificate Number. Enter the Certificate or Approval number / CAF Number in the text box beside it and click on 'Search' to view details of certificate.

Third Party Verification

Track Registration/License details through **Silpasathi Portal**

Select Service : *
Allotment of land in Industrial Area (WBIDC) ▾

Search Using *
☒ Silpasathi Common Application Form (CAF) Number (CAFXXXXXXXXXX)
☐ Approval Certificate Number

Enter CAF No. *
 Enter CAF No.

Sl No.	Service Name	Department Name	Action
1	Authorization under Bio-Medical Waste Management Rules, 2016	WBPCB	<input type="button" value="Click Here >>"/>
2	Authorization under The E-waste Management Rules, 2016	WBPCB	<input type="button" value="Click Here >>"/>

Enter CAF Number / Certificate number to view details.

The third party can view the details as illustrated below:

Third Party Verification

Track Registration/License details through **Silpasathi Portal**

Select Service : *
Allotment of land in Industrial Area (WBIDC) ▾

Search Using *
☒ Silpasathi Common Application Form (CAF) Number (CAFXXXXXXXXXX)
☐ Approval Certificate Number

Enter Approved Certificate No. *

Parameter	Output
Application number	CAF2023070127
Legacy Portal Reference number	WBIDC-IT
Service Name	Allotment of land in Industrial Area (WBIDC)
Name of Enterprise to whom issued	LOKNATH GASES PRIVATE LIMITED
Address of enterprise to whom issued	Firm Address - BHABANIPUR,, DEBHOG, 721657, District - PURBA MIDNAPUR, Pincode - 721657
Status	Possession Certificate Delivered
Date of Approval	15-02-2024
Valid till (date)	One-time approval

Relevant details of the Certificate as displayed.