

Datasheet for business formalities.

Technical Assistance for Business Regulation Review and Rationalization in Lao PDR

REGISTRATION DATA		
Name of formality	License to ICT Equipment Distribution Business	
Type of formality	License	
Formality Code	Date of last modification	Responsible Authority
MoPT-ITTD-29	08.01.2018	Department of Information and Communication Technology

BACKGROUND DATA	
Means of presentation	At the Authority Offices
Specific sector linked to the formality	J - Information and communication
Purpose for enforcing the business formality	In order to guarantee that the ICT equipment that will be sold or distributed will meet the required quality and standards with an aim to protect the users' rights.
Who should complete this business formality?	Any person or legal entity that intends to carry out the business of supplying ICT equipment to third party, either in the wholesale or retail approach.
The formality has online information?	YES
Link to online information	www.ITD.Gov.la
The formality has an application form?	YES
Any additional comment concerning the formality	

REQUIREMENTS AND SUPPORTING EVIDENCE	
Time it takes to the authorities to process the formality	15
Qualifications needed by the business to get the formality	1. Have Capital; 2. Have a staff who acknowledge and with at least 1 year of ICT experience; 3. Have space, facilities, transport vehicles and ICT equipment with sufficiently and appropriately to the business; 4. Have a clear of business plan and be able to do.
Is there any reason for the authority to deny the issuing of the formality?	Deny in the case that the applicant cannot meet the required qualification or conditions defined under the law.

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RENEWAL INFORMATION	
Does the formality have a validity or an expiration date?	How long will the formality be valid for? (in months)
YES	12
What is the process and conditions to renew the formality?	Renewal shall be undertaken at least 30 days before the expiration date.

ISSUING FEES				
Has application fees?	Service fees businesses need to disburse	Certificate fees businesses need to disburse	Application fees businesses need to disburse	Total fees businesses need to disburse
YES	500000.00	100000.00	100000.00	700000.00
Comments	Reference: Presidential Edict 03/PR			

RENEWAL FEES				
Has renewal fees?	Service fees businesses need to disburse	Certificate fees businesses need to disburse	Renewal fees businesses need to disburse	Total renewal fees businesses need to disburse
YES	500000.00	100000.00	100000.00	700000.00
Comments	Reference: Presidential Edict 03/PR			

LEGAL FRAMEWORK			
Name	Number	Date	Comment
Law on Information and Communications Technology	02/ສພຊ	11.07.2016	Part V ICT Business Activities Article 35 to Article 38
Order on the Importation and Sale of ICT Equipment	3201/ປທສ	16.11.2016	

REQUIRED DOCUMENTS	
Document Name	Comment

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REQUIRED DOCUMENTS	
Certificate for Enterprise Registration of Company Limited	
Education Qualification Evidence	
Power of Attorney (in case the applicant appoints the attorney to proceed with the application)	
Photograph of the Managing Director	ຮູບສີຂະໜາດ 3x4 ຈຳນວນ 2 ໃບ ບໍ່ໃຫ້ກາຍ 3 ເດືອນ
Location Confirmation of Enterprise	
Feasibility Study	
Curriculum vitae of Managing Director	
Copy of Passport of the Managing Director	
Copy of ID card or Family book of Managing Director	
Bank Statement confirming the capital importation	ໃບຢັ້ງຢືນສະຖານະການເງິນ/ບັນຊີເຄື່ອນທຸລະກິດ ຈາກທະນາຄານພາຍໃນ ສປປ ລາວ
Address Certification	

STATISTICS (Issue or/and renewed number)		
Year	Issued	Renewed
2016	0	170

LIST OF ATTACHED DOCUMENTS		
Name of document	Type of document	File of document
ໃບຄໍາຮ້ອງ ຂໍໃບອະນຸຍາດດໍາເນີນທຸລະກິດດ້ານເຕັກໂນໂລຊີຂໍ້ມູນຂ່າວສານ	Application form	59f821e2d7156.pdf