

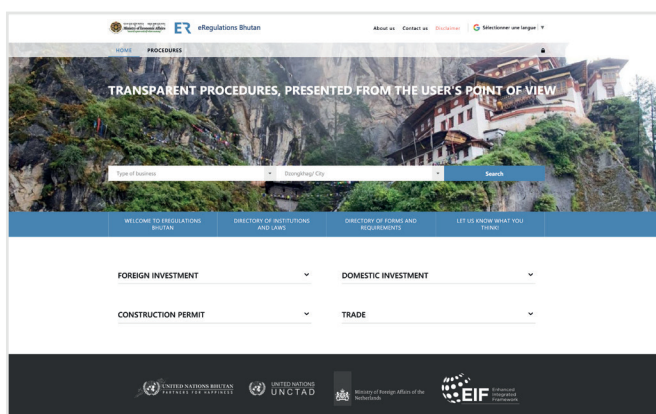


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Ministry of Foreign Affairs
Royal Government of Bhutan

eRegulations Bhutan

YOUR STEP-BY-STEP GUIDE TO INVESTMENT PROCEDURES

The Royal Government of Bhutan has launched a new tool for investors: the eRegulations Bhutan portal. This online database brings total transparency to investment procedures.



WHAT IS EREGULATIONS BHUTAN?

Bhutan.eregulations.org is an online step-by-step guide showing procedures for setting up a business in Bhutan.

For each step, it provides up-to-date and comprehensive information on:

where to go; who to see; which documents to submit; which documents you should receive; how much to pay; the duration of the step; who to contact with complaints or feedback and the legal justification of the step.

bhutan.eregulations.org



eRegulations Bhutan

WHAT CAN I FIND ON BHUTAN.EREGULATIONS.ORG?

eRegulations Bhutan reflects procedures as they are actually applied in practice. Information has been collected through repeated field visits to all the administrations involved.

The bhutan.eregulations.org portal gives access to step-by-step guides in all 20 Dzongkhags for the following procedures:

Foreign investment (company creation with office or land lease), Domestic investment (company creation with office or land lease), Trading and Construction permits.

Steps (21)

17 Pay license fees (last modified: 21/01/2020)

You can apply for this step online [Apply online](#)

Contact details

Entity in charge: MINISTRY OF ECONOMIC AFFAIRS, REGIONAL OFFICE OF ECONOMIC AFFAIRS, THIMPHU
Changzamtok Industrial Estate, Thimphu
Tel: +975 2 325 622 / +975 2 331 901

Unit in charge: LICENSING SECTION, ROSEA, THIMPHU
Mon: 09:00 - 01:00, 02:00 - 05:00
Tue: 09:00 - 01:00, 02:00 - 05:00
Wed: 09:00 - 01:00, 02:00 - 05:00
Thu: 09:00 - 01:00, 02:00 - 05:00
Fri: 09:00 - 01:00, 02:00 - 05:00

Person in charge: BAL KRISHNA SHARMA
Accountant
Tel: +975 17 607 826
Email: bp_37@yahoo.com

Expected results

Requirements

1. Application number (SMS notification)

Cost (BTN 18,200.00)

Large scale business

BTN 4,000 Business license fee

BTN 8,000 Registration fees

BTN 100 Booklet fee

Medium scale business

BTN 2,000 Business license fee

BTN 4,000 Registration fee

BTN 100 Booklet fee

Time frame

Waiting time until next step: Max. 0.5 day

Legal justification

HOW DOES IT WORK?

Procedures are presented **step-by-step**, from the user's point of view. Every necessary interaction with a civil servant is considered a step.

For each procedure, the system presents a list of required steps and a summary showing the entities involved, **expected results, requirements, minimum and maximum processing time** and all **legal bases**.

For each step, you can see the following:

- Entity/office/officer in charge
- Result of the step
- Requirements (forms and documents)
- Cost
- Duration (minimum and maximum)
- Legal justification
- Authority certifying that the step is correctly described
- Entity/office/officer in charge of attending complaints

HOW CAN I INQUIRE OR COMPLAIN ABOUT A PROCEDURE OR A SPECIFIC STEP?

The contact details of the officers in charge of each step are published on the websites. Feel free to contact them through **phone or email for any inquiry**.

For complaints, you can visit or contact by phone or email the "recourse" official whose details are published at the end of each step file. You can also **file complaints through the system**, by clicking on the "Report incorrect information" button.

Please **send us your suggestions** to make procedures easier by clicking on "Suggest a simplification".

Recourse: Ministry of Economic Affairs, Regional Office of Economic Affairs, Thimphu

Entity in charge: MINISTRY OF ECONOMIC AFFAIRS, REGIONAL OFFICE OF ECONOMIC AFFAIRS, THIMPHU
Changzamtok Industrial Estate, Thimphu
Tel: +975 2 325 622 / +975 2 331 901

Unit in charge: REGIONAL DIRECTOR'S OFFICE, RTIO, THIMPHU
Mon: 09:00 - 01:00, 02:00 - 05:00
Tue: 09:00 - 01:00, 02:00 - 05:00
Wed: 09:00 - 01:00, 02:00 - 05:00
Thu: 09:00 - 01:00, 02:00 - 05:00
Fri: 09:00 - 01:00, 02:00 - 05:00

Person in charge: DHURBA GIRI
Offg. Regional Director
Tel: +975 02 323 334
Email: dgiri@moea.gov.bt

Report incorrect information

Suggest a simplification