Process for Obtaining Import Permit for Plant and Plant Products Import

Short Description: Import Permit is mandatory to import plant and plant products into Bangladesh

Legal Basis of the Certificate: Plant Quarantine Act, 2011 (Sec. 9)

Responsible Agency: Plant Quarantine Wing (PQW) of the Department of Agriculture Extension (DAE)

Applicability: Anyone who wants to import plant and plant products into Bangladesh

Time of Submission: Before opening LC for import

Method of Submission: Online

Fee: According to the Schedule-6 (Kha) of Plant Quarantine Rules, 2018. The fee for Import Permit for fruits and vegetables is: Taka 50 for up to 1 ton, Taka 50 for above each 1 ton or for a portion of it.

Processing Time: 7 working days

Validity: 4 months. 2 months extension is possible upon application

Steps to get an Import Permit from PQW

Step 1: Got to [online system of PQW](#) and login into the system
* A new user has to open an account for login
Step 2: From the system menu bar click application and select "Import Permit."
Step 3: Fill-up the Application Form with required information, including applicant information, product information, and contact person information.
Step 4: Attach the required documents
Step 5: Pay the total fee through online or Bank Challan
Step 6: Submit the application
*Applicant can check status of the application by logging in
Step 7: Receive the certificate online

Required Documents

1. Trade License

2. Taxpayer Identification Number (TIN)

3. VAT Registration

4. Import Registration Certificate (IRC)

Other documents (If required)

1. NID

2. Packing List

3. Seed Dealership Certificate (only applicable for seed import)

4. Passport

5. Seed Association Membership Certificate (only applicable for seed import)

Contact for Further Information

Plant Quarantine Wing

Department of Agriculture Extension

Khamarbari, Dhaka-1215

Website: