SECP Company Registration Guide

Securities and Exchange Commission of Pakistan — company registration

GUIDE — Ye aik step-by-step guide hai, official SECP document nahi. Latest process aur fees ke liye SECP ki website (secp.gov.pk) aur eServices / LEAP portal dekhein. Is guide mein koi fee quote nahi ki gayi — fees SECP ke current schedule ke mutabiq hoti hain.

Company registration kyun zaroori hai?

Government tenders mein hissa lene ke liye aksar registered company / firm hona zaroori hota hai. SECP se registered company ko NTN, bank account aur professional credibility milti hai — ye sab bid ke liye chahiye hote hain.

Company ki types

- Private Limited Company (Pvt Ltd) — do ya zyada directors / shareholders.
- Single Member Private Limited Company (SMC-Pvt) — aik hi member wali company.
- Public Limited Company — baray scale ke liye (aam beginners ke liye nahi).

Registration se pehle — tayyar rakhein

- Company ka naam (3 naam ki options tayyar rakhein — SECP naam ki availability check karta hai).
- Directors / shareholders ke CNIC.
- Registered office ka address.
- Memorandum aur Articles of Association (draft).
- Authorised capital aur shareholding ki tafseel.

Registration ke steps (eServices / LEAP)

Step 1: SECP eServices / LEAP portal (secp.gov.pk se link) kholein aur account banayein.

Step 2: Company naam ki availability check karein aur naam reserve karein.

Step 3: Incorporation application bharein — directors, shareholders, capital aur office address ki tafseel dein.

Step 4: Memorandum aur Articles of Association upload karein.

Step 5: SECP ke current schedule ke mutabiq fee jama karwayein.

Step 6: SECP ki scrutiny ke baad Certificate of Incorporation milega — is ke baad NTN aur bank account banwayein.

Ahem nukaat

- Company registration ke baad NTN lena lazmi hai (FBR IRIS se).
- Har saal SECP ko annual filing karni hoti hai — is ka khayal rakhein.
- Process aur fees waqt ke saath tabdeel ho sakte hain — hamesha secp.gov.pk se latest maloomat lein.