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Business Grant Portal (BGP) Grant Application Guide

Productivity Solutions Grant

Created by: 3D Brand Agency Pte. Ltd.



Scan Me

Get 50% Grant Support for Digital Marketing. Visit our website at 3dbrandagency.com for more details.

Please prepare the following documents before applying.

DOCUMENT	CHECK	REMARK
DM 3D DIGITAL BOOSTER - PROPOSAL		For Uploading
ACRA BIZFILE (LAST 6 MONTH)		For Uploading
FINANCIAL STATEMENT (LAST 3 YEARS)		Applicable for BGP First-Time Users

Proceed to <https://www.businessgrants.gov.sg/> to apply for the grant.

Step 1: Enter Business Grant Portal by clicking 'BGP'.

A Singapore Government Agency Website [How to identify](#) ✓

BGP 2.0
BUSINESS GRANTS PORTAL

Government officials will NEVER ask you to transfer money or disclose bank log-in details over a phone call. Visit www.scamshield.gov.sg or call 1799 if you are unsure if something is a scam.

Business Grants Portal

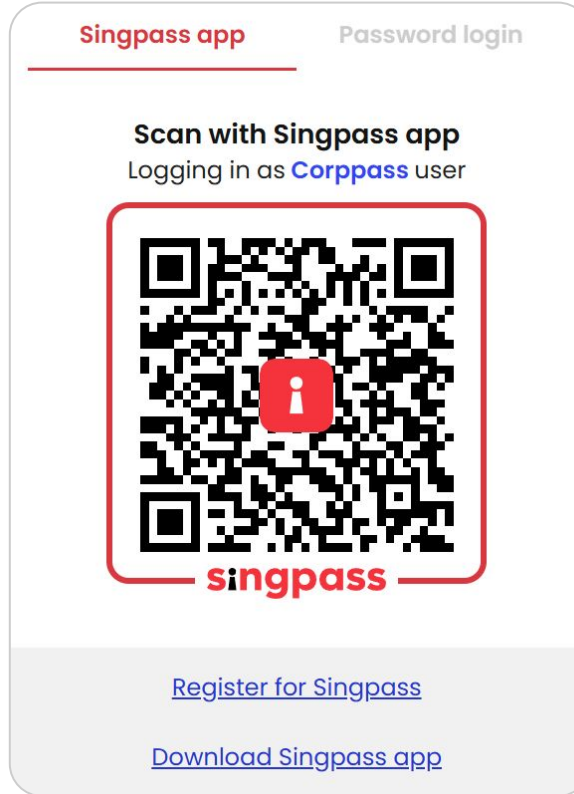
Business Grants Portal (BGP) brings government grants for businesses into one place, so it's easier to find and apply for the grants you need.

Select portal to log in

BGP → BGP 2.0 →

Step 2: Login with your Corppass

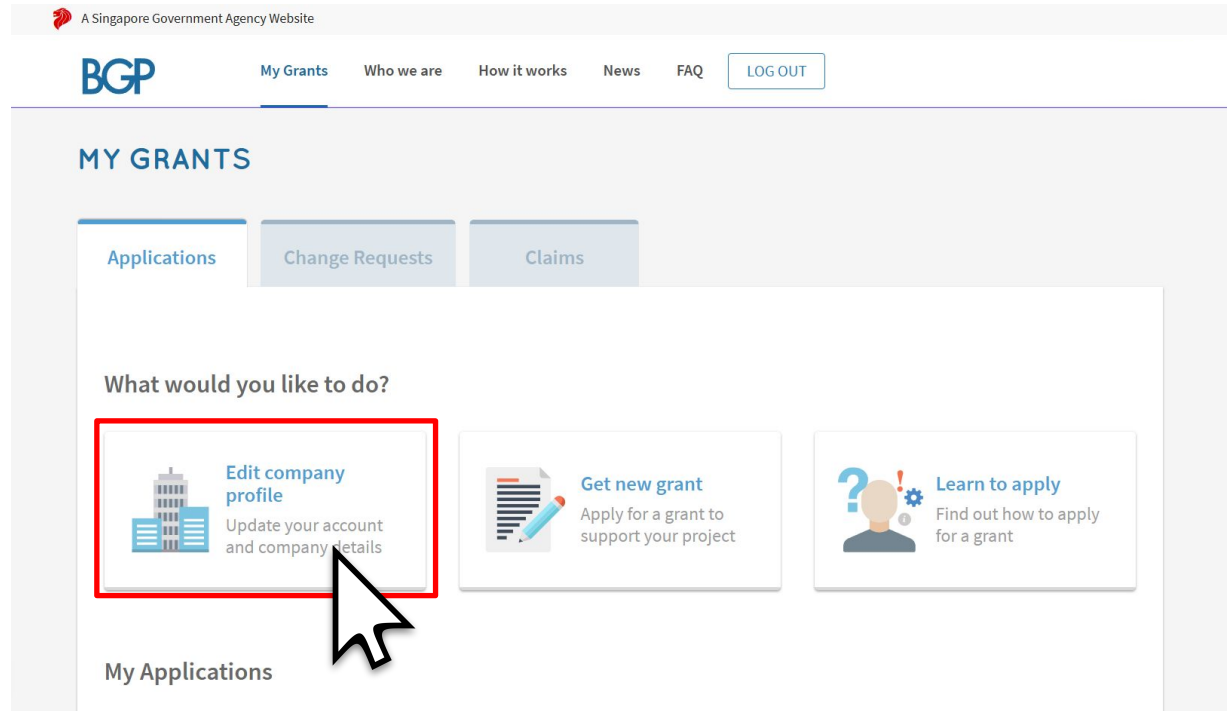
Please remember to login to Corppass and give admin rights to BGP.



Step 2A: Edit company profile

Skip this step if this is not your first time using BGP.

*Financial Statements to be uploaded while editing company profile.



Step 3: Click on 'Get New Grant'

A Singapore Government Agency Website

BGP My Grants Who we are How it works News FAQ LOG OUT MOHAMMED FAISAL BIN MOHD MASRI Preparer 3D BRAND AGENCY PTE. LTD.

MY GRANTS

Applications Change Requests Claims

What would you like to do?

- Edit company profile**
Update your account and company details
- Get new grant**
Apply for a grant to support your project
- Learn to apply**
Find out how to apply for a grant

My Applications

Step 4: Select Your Industry, as per registered on your ACRA records**Which sector best describes your business?**

Agriculture	Air Transport	Arts & Culture
Built Environment	Education	Environmental Services
Financial Services	Food & Beverages	Healthcare
IT	Land Transport	Landscape
Logistics	Manufacturing & Engineering	Maritime
Media	Personal Care Services	Professional Services
Real Estate	Retail	Security
Services	Sports, Wellness & Recreation	Tourism

Step 5: Select 'Upgrade key business areas...'



I need this grant to

Bring my business overseas or establish a stronger international presence

Provides financial incentives to help businesses take the first step overseas or establish a stronger international presence

Upgrade key business areas, such as adopt technology, improve business processes or raise service standards

Provides financial incentives to help businesses upgrade through ready solutions or embarking on capability upgrading projects

Improve workplace safety and health

Provides financial incentives to help businesses build safer and healthier workplaces



The following sectors match your company's ACRA SSIC(s):

- **Professional Services, Other Professional Services: 70201 - MANAGEMENT CONSULTANCY SERVICES**

Step 6: Select 'Productivity Solutions Grant'

Which best describes the area you will develop with this grant?

Productivity Solutions Grant

Improve productivity with pre-scoped equipment/IT solutions/consultancy services.



Core Capabilities

Projects that help companies strengthen their business foundation to grow and transform. Supportable project scopes include Business Strategy Development, Financial Management, Brand & Marketing Strategies Development, Service Excellence and Human Capital Development.

Innovation & Productivity

Projects that help companies improve operational efficiencies and develop new business models, technologically novel products or processes. Supportable project scopes include Process Redesign, Product Development, Business Model and Process Innovation.

Energy Efficiency Grant

Improve energy efficiency with whitelisted energy efficient equipment.

Step 7: Click 'Proceed' button


A Singapore Government Agency Website

BGP [My Grants](#) [Who we are](#) [How it works](#) [News](#) [FAQ](#) [LOG OUT](#) MOHAMMED FAISAL BIN MOHD MASRI [Acceptor](#)
3D POPOUT PTE. LTD.

You will need:

- Quotations from your vendor or consultant
- Product Brochures (if applicable)
- Project Proposal (if applicable)
- Contractual agreement, Tenancy agreement or Power bills (if applicable)

Total size of files submitted (company profile and grant application attachments) must not exceed 50MB.



APPLICATION FORM

View or edit your grant submission form

Last updated 0 days ago.
Drafts that have not been updated for 90 days will be deleted.

[Proceed](#)

[Delete Application](#)

Step 8: Select Yes, and proceed by clicking 'Next'

Grant Actions

- Eligibility
- Contact Details
- Proposal
- Cost
- Business Impact
- Declare & Review

CHECK YOUR ELIGIBILITY

*** Mandatory field**

"Applicant" or "you" refers to the company or business applying for this grant, e.g a sole proprietorship, partnership, limited liability partnership, or private limited company.

To qualify for this grant, the applicant must meet the following criteria.

- The applicant must be registered in Singapore.
- The applicant's purchase/lease/subscription of the IT solution or equipment must be used in Singapore.
- The applicant must not have:
 - made any payment to a supplier, vendor or third party in relation to the purchase/lease/subscription of the IT solution or equipment.
 - signed or confirmed any contract or purchase order with a supplier, vendor or third party in relation to the purchase/lease/subscription of the IT solution or equipment.

Does the applicant meet the eligibility criteria? *

Yes No

1. Select 'YES'

Save Next →

2. Select 'NEXT'

Step 9: Provide contact details

Eligibility

Contact Details

Proposal

Cost

Business Impact

Declare & Review

Name *

Job Title *

Contact No. *

Email *

Alternate Contact Person's Email

Mailing Address

Same as registered address in Company Profile

Postal Code *

Enter your Postal Code

Blk/Hse No. Street

Level Unit Building Name

Letter Of Offer Addressee

This should be the CEO or Managing Director as registered with ACRA, or other authorised individuals.

Same as main contact person

Name *

Job Title *

Email *

Fill in the following

1. Contact person's details
2. Mailing Address
3. Letter of Offer Addressee should be the "Same as main contact person"

4. Select 'NEXT'

Step 10: Search for '3D' under solution search bar

[« Back to Grant Actions](#)

Eligibility

Contact Details

Proposal

Cost

Business Impact

Declare & Review

What type of solution are you purchasing? *

- IT Solution
- Consultancy Service

Select preferred search method for your solution? *

- Solution
- Vendor

Search for the **Other Professional Services** solution you want *


3d **SEARCH FOR '3D'**

Digital Marketing Packages

- DM 3D Digital Booster - SEM + SMA + Landing Page [3 Months] **SELECT SOLUTION**
- DM 3D Digital Booster - SEO + SEM [3 Months]
- DM 3D Digital Booster - SMM + SMA for FB + IG [3 Months]

Step 11: Click on dropdown and select '3D BRAND AGENCY PTE LTD'

Select... ▾

3D BRAND AGENCY PTE LTD  SELECT 3D BRAND AGENCY PTE LTD 201822015H

Solution Description

DM 3D Digital Booster is a data-driven digital marketing solution that combines SEO, SEM, and social media marketing strategies, utilising 4C Business Analysis (Company, Customers, Competitors, Climate) to develop targeted digital marketing campaigns and help businesses enhance their online presence through performance-driven marketing techniques and growth strategies.

Available Support

Business Type	Support Level
SME	Up to 50%
Non-SME	0%

Step 12: Input reason for 'Why do you need this solution?'

Example: To improve marketing efficiency and boost online presence.

« Back to Grant Actions

- Eligibility
- Contact Details
- Proposal** 1
- Cost
- Business Impact
- Declare & Review

Why do you need this solution? *

To improve marketing efficiency and boost online presence.

442 characters left

When do you intend to start using this solution? * ★ SELECT START DATE

No. of Units required *

Please note that the solution you have selected is only supported for 1 unit.

Upload supporting documents *

Only jpg, png, gif, zip, doc, docx, ppt, pptx, pdf, xls,xlsx files supported.
Each file cannot exceed 10 MB. Any special characters in your file name will be removed.

Step 12A: Upload DM 3D DIGITAL BOOSTER proposal

Please ensure the proposal is **not signed**.

« [Back to Grant Actions](#)

- ☰ Eligibility
- ☎ Contact Details
- 📄 Proposal 1
- 💰 Cost
- 📊 Business Impact
- ✍️ Declare & Review

Upload supporting documents *

Only jpg, png, gif, zip, doc, docx, ppt, pptx, pdf, xls, xlsx files supported.
Each file cannot exceed 10 MB. Any special characters in your file name will be removed.

- Selected vendor's quotation*
- Licence(s) for your sector (optional)
- Other supporting documents (optional)

Please note that the solution you have selected is only supported for 1 unit.

☁️ ↑

Drag and drop files here
or

📁 Select Files

Please provide the required document(s)

Step 13: Upload DM 3D DIGITAL BOOSTER proposal

[← Back to Grant Actions](#)

- Eligibility
- Contact Details
- Proposal 1
- Cost

- Business Impact
- Declare & Review

Solution Type	IT Solution
Solution Name	DM 3D Digital Booster - SEM + SMA + Landing Page [3 Months]
No. of Units required	1
How do you intend to make the purchase? *	Subscription/Lease x ▾

★ SELECT SUBSCRIPTION/ LEASE

The quoted items and cost are as per [Annex 3](#) of the PSG pre-qualified solution package *

Yes ★ No
CHECK YES

Please ensure that you have checked your quotation against the Annex 3 provided.

Total Purchase Price (Excluding GST)	SGD 9200.00
Qualifying Cost Per Unit (Excluding GST)	SGD 9200.00
Total Qualifying Cost (Excluding GST)	SGD 9200.00

Select 'NEXT'

Save

Next

Step 14: Explain the business impact

Describe how the solution will change the way you do things.

Some examples:

- Increase sales by promoting the product / service on FB/IG.
- Increase marketing efficiency and improve ROI.
- Decrease cost of customer acquisition on different platforms.

Step 15: Declaration

Eligibility

Contact Details

Proposal

Cost

Business Impact

Declare & Review

1. Has the applicant been or is currently being:
 - investigated for or charged with or convicted of any criminal offence or subject to any criminal proceedings; or
 - subject to any disciplinary proceedings or regulatory action by any regulatory or licensing authority,In any jurisdiction in the last 5 years? *
 No Yes
2. Has the applicant been or is currently being engaged in any civil suit or proceedings in any jurisdiction in the last 5 years? *
 No Yes
3. Is the applicant currently, or has been:
 - bankrupt, wound up or under judicial management
 - subject to any bankruptcy, winding up or judicial management proceedings, or
 - appointed a receiver or manager? * No Yes
4. Has the applicant applied for, obtained or is intending to apply for any other grants, tax, or financial incentives for the purchase of this set of IT solution or equipment? *
 No Yes
5. Has the applicant commenced on the project prior to this application, such as signing any contract and making any form of payment to any supplier or service provider engaged? *
 No Yes
6. Do any of the suppliers and service providers engaged on this project have any relationship, connection or association with the applicant, its related companies or their directors and shareholders? *
 No Yes
7. This grant cannot be used to defray the cost of equipment that are stated as compulsory items in the tender for any projects that the company is tendering for. Did the applicant include the estimated grant amount in the contract sum of a project? If this is not applicable to you, please click "No". *
 No Yes
8. The Applicant has complied with all applicable safe distancing and other health measures ("SDMs") set out in legislation, as well as directions, conditions and advisories issued by the Singapore Government and its agencies, including those issued by MOH (available at www.moh.gov.sg). *
 No Yes
9. The Applicant agrees to comply with all applicable SDMs that may subsequently be issued by the Singapore Government and its agencies. *
 No Yes

Ensure that you have read all and declare accordingly.

Save Next →

Select 'NEXT'

Step 16: Application Submitted

MY GRANTS

Applications | Change Requests | Claims

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My Applications

Updates Required (0) | Drafts (1) | **Processing (1)** | Completed (0)

Ref ID	Grant Type	Agency	Project Title	Status	Last Edited
 	Pre-scoped Productivity Solutions		DM 3D Digital Booster	Processing	

After submitting your application, kindly update your consultant the **Ref ID**.

The team will then assist you to commence your project.