# Call for Proposals

## *Startup Incubator at Department of CSE, BUET*

**Empowering Innovation. Incubating Impacts …**

The Department of Computer Science and Engineering (CSE) at Bangladesh University of Engineering and Technology (BUET) is pleased to announce a call for proposals for its Startup Incubation Program at CSE, BUET under the ICSETEP project being implemented by the UGC.

This initiative is a part of BUET’s broader mission to foster technological innovation, academic-industry collaboration, and sustainable entrepreneurship in Bangladesh. The Incubator plans to provide selected teams with strategic support, infrastructure, and resources necessary to launch as well as grow impactful technology ventures. Female participants are encouraged to apply in the Incubator.

Operations of the Incubator will follow the approved Incubator Policy ([Link](https://cse.buet.ac.bd/moodle/pluginfile.php/69/mod_forum/attachment/904/Startup%20Incubator%20Policy_compressed.pdf?forcedownload=1)) including the part of BUET in the equity of the startup formed through the Incubator. Please refer to Section 8.2 in the approved Incubator Policy in regard to the part of BUET in the equity of the startup formed through the Incubator.

## *Program Offerings*

The Startup Incubator at CSE, BUET offers an enabling environment where early-stage technology startups can transform their ideas into scalable businesses. Successful applicants are expected to receive access to the following, subject to availability and approval.

### Physical and Technical Infrastructure

* **Dedicated working Space:** Startups will be provided with shared office space within the Department of CSE, subject to availability.  Currently, there are spaces for six teams with up to six people each.
* **Meeting Rooms:** Facilities for team discussions, and presentations are expected to be provided as per availability.
* **Departmental Resources:** Access to a seminar room is expected to be provided, with a prior approval of the Head of the department, subject to availability.

### Mentorship and Academic Support

* **Mentorship:** Guidance and mentoring sessions  from a pool of mentors comprising leading tech entrepreneurs, legal experts, finance experts, and experts on the startup ecosystem are expected to be provided.
* **Industry Experts and Alumni Network:** Access to seasoned professionals and BUET alumni from Bangladesh and abroad for business, technical, and strategic advice are expected to be provided.
* **Workshops and Training:** Sessions on product development, market analysis, business modeling, investment readiness, legal literacy, and more are expected to be provided.

### Investment Facilitation

* **Demo Days and Investor Access:** Opportunities to present to angel investors, venture capitalists, and funding agencies.
* **Networking Events:** Engagements with sectorial leaders and industry stakeholders.

## *Eligibility Criteria*

The following categories of individuals or teams are eligible to apply for incubation at the Incubator:

1. **Category 1:** Current undergraduate or postgraduate students enrolled in the Department of CSE, BUET, or alumni of the Department of CSE who have graduated within the last two (2) years from the date of application.
2. **Category 2:** Faculty members of the Department of CSE, BUET.
3. **Category 3:** Any individual or group of individuals not covered under Category 1 or Category 2, who are prospective entrepreneurs. This category also includes all BUET alumni from any department.

However, teams have to abide by the following requirements:

1. Each team applying for incubation must include at least one member from Category 1 or Category 2 at the time of application.
2. At least fifty percent (50%) of the equity shares must be allocated to members from Category 1 and/or Category 2.  However, in exceptional circumstances, this requirement can be relaxed, subject to the approval of the Executive Body.
3. Any changes to the company's structure must maintain this requirement.
4. Any changes to the company’s share structure must be immediately reported to the Executive Body.

## *Application Process*

### Step 1: Submission

Applicants must submit a proposal to **<**razi\_bd@yahoo.com**,** alim\_razi@cse.buet.ac.bd,muhammad.ashraful.islam.rony@gmail.com**>** by June 30, 2025. The attached template for Proposal Submission must be followed.

### Step 2: Evaluation

Shortlisted applicants will be invited for interviews, presentations in presence of full (or near full) team, and detailed evaluation, including assessment of business viability, scalability, societal impact, and technical innovation.

### Step 3: Selection and Onboarding

Selected startups will be formally inducted into the program upon signing the Incubator Services Agreement, which outlines the terms, responsibilities, and equity arrangements.

## *Key Dates*

* Application Opens: June 5, 2025
* Application Deadline: June 30, 2025
* Interviews and Evaluations: July 04, 2025 [Tentative]

## *Contact and Further Information*

For queries or additional information, please contact the Incubator Coordination Office at:

**Email:** **<**razi\_bd@yahoo.com**,** alim\_razi@cse.buet.ac.bd,muhammad.ashraful.islam.rony@gmail.com**>**
**Website:** https://cse.buet.ac.bd/

**Note:**The Startup Incubator at CSE, BUET reserves the right to modify the selection process or terms of engagement in accordance with institutional policies and resource availability. All decisions by the Executive Body regarding application evaluations and incubator operations are final.

**Project Proposal for Incubation Support at CSE, BUET**

**under ICSETEP Project**

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| **Project Title:** |
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| **Information of Team Members (add maximum 6 members)**Name:Role in the Team:Affiliation:Phone Number:Email Address: |
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|  |
| **Institutional Logo(s)** |
|  |
| Date |

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| --- |
| **Problem Definition**: (~200 words)[Please present your problem definition from an abstract level clearly pointing motivation behind picking the problem.] |
| **Expected Business Outcomes** **or Commercialization Prospect (~150 words)** |
| **Conceptual Overview of the Proposed Solution** (~300 words)[Please present an overview of the system to be developed in your project – preferably with a block diagram.] |
| **Innovation:** (~200 words)[Please present novelty and innovation conceived in your project.] |
| **Team Strength and Declaration of Conformity of the Eligible Criteria [200 words]**[Please portray the strength of your proposed team for carrying out the venture.] |
|  |
| **Current state of the Proposed System [200 words]**[If any prototype has been developed with the proposed idea, give a brief description. You will need to present this while presenting before the jury for shortlisted proposals] |
| **Any achievement with similar idea by Team Members**[Mention if any team member(s) is winner in Hackathon or similar type of events or any other relevant competitions for ideas similar to any component belonging to this project] |