



State Infrastructure & Industrial Development Corporation of Uttarakhand Ltd

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SIIDCUL LAND ALLOTMENT- CRITERIA AND PROCEDURE

CRITERIA

1. In its Integrated Industrial Estates, SIIDCUL develops land parcels / plots for use under following broad categories :
 - a) Industrial
 - b) Commercial
 - c) Residential
 - d) Institutional
2. Industrial Land / Plots shall be allotted, subject to availability, on the basis of "First Come First Serve Basis" in which the Applicant who has submitted the application earlier for a particular plot / land is considered first for allotment.
3. Commercial, Residential and Institutional Plots shall be allotted on the basis of bidding process undertaken for such identified plots from time to time to the qualified bidder quoting the highest lease premium, subject to minimum of set reserve price.
4. Normally single unit of plot, as created based on the development plan, shall be allotted, however SIIDCUL may at its own discretion allot two or more adjacent plots, considering the need, necessity and availability for a specific case.
5. In case of allotment of plot / land to any Government Department / Government Agency / PSU / Statutory Bodies etc., SIIDCUL may relax the normal procedure of land allotment on case to case basis
6. SIIDCUL reserves the right to declare a particular industrial area or a specified part of it as dedicated to / for a particular type / sector of industry or for a particular class of industry or for a particular class of investment and allocate land parcel / plot in an industrial area accordingly.

PROCEDURE FOR INFORMATION DISSEMINATION

1. Information to be released regarding availability of Industrial Plots for allotment
 - a) SIIDCUL on its website and / or through newspapers will periodically and as and when required provide the information on the available land parcels and plots for information to potential investors and general public and invite applications for allotment.
 - b) The information / advertisement will provide detailed information on the area of each plot and whether the plot is available for any particular type of industry or investors.
 - c) The application format and the other important information shall be provided to the prospective applicants through the SIIDCUL Offices and its website.

2. Application for Allotment

a) The applicant has to apply online at www.siidculsmartcity.com for allotment in the prescribed application as provided in the portal form along with the following :

- i. Processing fee of Rs. 10,000 /- (for plot area up to 4000 sq. meters) plus Rs. 10,000/- (for every subsequent 4000 sq. meters or part thereof)
- ii. Earnest Money Deposit (EMD) as under:-

For plots upto 4000 sq. mtrs.	Rs. 1.00 lakh
For plots above 4000 sq. mtrs. upto 8000 sq. mtrs.	Rs. 4.00 lakh
For plots above 8000 sq. mtrs.	Rs. 6 lakhs plus 2 lakhs for every 4000 sq. mtrs or part thereof

(All payments must be made out online through the payment gateway)

- iii. Project report: The applicant has to submit a Detailed Project Report (DPR) online along with the application. The detailed project report must consist of the following points:- (An indicative format for DPR has been attached for reference)
 - Promoters' Background
 - Details of product to be manufactured and its market potential
 - Land area applied for and tentative break-up of possible uses
 - Layout Plan
 - Implementation Schedule
 - Product Process Flowchart
 - Projected Cash Flow Statements
 - Total Investments detail including investment in Technical and Non-Technical Civil Work, Plant & Machinery, Requirement of Working Capital
 - Sources of Finance for the Project
 - Projected Employment Detail
- iv. Financial / Technical Support Documents: Balance Sheets for the last three years of the applicant company / promoters with necessary resolutions, IT returns and documents concerning financial / technical support
- v. The Registration documents depending on types of organization viz. Proprietorship, Partnership, Trust, Private / Public Limited Company, etc. along with certified copy of the Partnership Deed, Memorandum and Article of Association and relevant documents, as applicable

VERIFICATION OF APPLICATIONS

- a) All the applications which are received for Land Allotment will be recorded on the portal on the basis of submission date and time (First Come First Serve) with detailed information filled in each of the fields of the form
- b) A preliminary scrutiny of the application along with the attached documents and project report will be done at the respective Regional Office level to check whether the applications are complete in all respects and submitted in prescribed manner

- c) The applications which are found to be incomplete in respect of submission of either project report or fees, are to be informed within three days of the application submission, shall be informed through official letter so as to provide another chance to the applicants to complete their applications by submitting the missing information within the specified time limit
- d) After preliminary scrutiny of the application a detailed note shall be prepared by the Regional Manager / In-charge of the concerned Regional Office including noting his recommendation therein and the application along with his note shall be forwarded to the SIIDCUL Head Office through online medium for placing it before the Land Allotment Committee

EVALUATION OF APPLICATIONS

The Land Allotment Committee as defined through the G.O. Number 2986 / VII-II / 541 – Udyog / 07 / 2011 dated 01.12.2011 would consider the application of allotment primarily taking into account the following:-

- a) Availability of particular land parcel / plot
- b) Legal and physical position of land
- c) Whether the area requested commensurate with the actual need of the project
- d) Whether the particular project matches with the nature of the particular Integrated Industrial Estate

In addition, the committee may also look into following factors before taking a decision on the application:-

- a) Proposed Investment in the Project
- b) Applicants Background, Similar Work Experience of the Organisation
- c) Techno Economic Viability of the Project
 - i. Source, Requirement and Process for Raw Material
 - ii. Type of Technology Used
 - iii. Production Capacity and Capacity Utilisation
 - iv. Built-up area required for this project
 - v. Movement of Inventory, including the loaded trucks
 - vi. Warehouse requirement for the project
 - vii. Requirement of utility like electricity, water, and waste disposal
- d) Potential for Generating Employment
- e) Pollution
 - i. Categorisation – Green / Orange / Red
 - ii. Amount of Generation of Pollution / Wastage
 - iii. Mode of Waste Disposal
- f) Whether application is for setting up any restricted industry
- g) Marketing and Sales Strategy
- h) Financial Parameters
 - i. Cost of Project & Means of Finance
 - ii. Debt Contribution, Source & Cost of Debt
 - iii. IRR, Debt Coverage Ratio etc.

The applications which are found to be technically and economically viable based on above factors will be considered as eligible applications and accordingly recommendation for approval shall be made by the Land Allotment Committee. The applicants whose applications are found ineligible shall be informed of the reason for rejection. On the basis of recommendation made by the Land

Allotment Committee, Managing Director, SIIDCUL, who has been authorised in this regard, shall approve the allotment. If for any specific reason, to be recorded in writing, Managing Director, SIIDCUL does not agree with the recommendation of the Land Allotment Committee he may return the application to Land Allotment Committee for reconsideration or may reject it. Possible reasons for reconsideration or rejection could be as follows:-

- (a) Land Allotment Committee has not made any clear recommendation.
- (b) If there is no consensus between the Land Allotment Committee members and any member has submitted his dissenting comment.
- (c) If in his view any material information which ought to have been considered by the Land Allotment Committee has not been considered by the committee.
- (d) If any procedural error in the allotment process has come to his notice.
- (e) If any direction has been received from the Government/Legal Authority for not allotting the land.

DESPATCH OF ALLOTMENT LETTER

Based on the recommendation for approval by Land Allotment Committee and subsequent formal approval from the Managing Director, SIIDCUL the allotment letters will be issued by the Regional Manager through the portal www.siidculsmartcity.com. The applicant gets the allotment letter on their email id and investor's dashboard in its login.

- 1. Executive Summary –**
- 2. Background**
 - 2.1. Sector Background –
 - 2.2. Project Background –
 - 2.3. Promoter's Background –
- 3. Land Details & Logistics**
 - 3.1. Requirement of Land Area –
 - 3.2. Ownership of the Land –
 - 3.3. Location of Land –
- 4. Procurement Strategy of Raw Material & Other Inputs**
 - 4.1. Raw Material Availability –
 - 4.2. Sources of Procurement –
- 5. Techno-Commercial Viability Assessment**
 - 5.1. Technology Used –
 - 5.2. Possible Source of Equipment / Machine Suppliers –
 - 5.3. Installed Capacity & Projected Capacity Utilisation –
 - 5.4. Pollution Control –
 - 5.4.1. Amount of Generation of Pollution / Wastage
 - 5.4.2. Mode of Waste Disposal
 - 5.4.3. Machines to be installed for adhering to pollution norms
- 6. Process Flow Diagram**
 - 6.1. Machine Layout Plan –
 - 6.2. Process Flow Table –
- 7. Infrastructure Source**
 - 7.1. Power –
 - 7.2. Water –
 - 7.3. Manpower –
- 8. Marketing Strategy**
 - 8.1. Market Opportunities –
 - 8.2. Sales & Distribution Strategy –
- 9. Financial Analysis**
 - 9.1. Cost Estimates –
 - 9.2. Working Capital Requirement –
 - 9.3. Revenue Projections –
 - 9.4. Financial Ratios –
 - 9.5. Break Even –
 - 9.6. Term Loan –
 - 9.7. Internal Rate of Return –
- 10. Investment Details**
 - 10.1. Equity Contribution & Source -
 - 10.2. Debt Contribution, Source & Cost of Debt -
 - 10.3. Total Fixed Capital-
 - 10.4. Net Worth of the Company -


(Dr. R. Rajesh Kumar)
Managing Director