

**PROCEDURE IN ALLOTMENT OF PLOT/SHED IN SIDCO**  
**INDUSTRIALESTATES**

- The details on the vacant plots available for allotment are advertised through leading daily Newspapers and uploaded in the SIDCO Website [www.sidco.tn.nic.in](http://www.sidco.tn.nic.in).
- Application form is to be downloaded and applied.
- 30 days from the date of release of Advertisement is given for submission of filled in applications.
- The filled in application form along with prescribed EMD & Processing fees and other details is to be submitted in the SIDCO Head Office, Guindy, Chennai-32.
- The applicants will be called for interview by the Screening Committee consisting of Officials of SIDCO, IC&DIC, TIIC, Banks & Representative of TANSTIA. Selection will be primarily based on the clear, technically & financially viable projects with due weightage on the capability and financial capacity of the applicant including payment of land cost within stipulated time.
- If the applicants selected by Screening Committee are more than the available vacant plots, then LOT will be conducted.
- The allotment order will be issued to the selected applicants after approval by the Managing Director, SIDCO.

**ALLOTMENT-CRITERIA FOR EVALUATION BY SCREENING COMMITTEE**

Sl. No	Parameter	Score details	Maximum Score	Pre scrutiny marks	Remarks of the Screening Committee Member											
<b>A</b>	<b>Promoter Background</b>															
1.	Educational Qualification of the Promoter	<table border="1"> <thead> <tr> <th>Category</th> <th>Score</th> </tr> </thead> <tbody> <tr> <td>Upto 12<sup>th</sup></td> <td>3</td> </tr> <tr> <td>ITI/Diploma</td> <td>5</td> </tr> <tr> <td>Graduate &amp; above</td> <td>7.50</td> </tr> </tbody> </table>	Category	Score	Upto 12 <sup>th</sup>	3	ITI/Diploma	5	Graduate & above	7.50	7.50					
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2.	Relevant Work Experience of the Promoter	<table border="1"> <thead> <tr> <th>Category</th> <th>Score</th> </tr> </thead> <tbody> <tr> <td>Upto 1 year</td> <td>3</td> </tr> <tr> <td>1 - 3 years</td> <td>5</td> </tr> <tr> <td>3 years &amp; above</td> <td>7.50</td> </tr> </tbody> </table>	Category	Score	Upto 1 year	3	1 - 3 years	5	3 years & above	7.50	7.50					
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3.	Age of the Promoter	<table border="1"> <thead> <tr> <th>Category</th> <th>Score</th> </tr> </thead> <tbody> <tr> <td>Upto 35</td> <td>5</td> </tr> <tr> <td>Above 35</td> <td>2</td> </tr> </tbody> </table>	Category	Score	Upto 35	5	Above 35	2	5							
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Above 35	2															
4.	Already in business		5													
5.	Promoter from the same district of Industrial Estate		5													
	<b>Sub-Total</b>		<b>30</b>													
<b>B</b>	<b>Features of Project/ Product(s)</b>															
1.	Product(s) coming under priority sector with respect to Government policy:		5													
	<table border="1"> <tbody> <tr> <td>Aerospace Industry</td> <td>Hi-Tech Engineering</td> </tr> <tr> <td>Agri and Food Processing</td> <td>IT &amp; ITES</td> </tr> <tr> <td>Auto Components</td> <td>R&amp;D and Engineering Design</td> </tr> <tr> <td>Biotechnology &amp; Pharmaceuticals</td> <td>Renewable Energy Equipment Manufacturing</td> </tr> <tr> <td>Electronics Manufacturing</td> <td></td> </tr> <tr> <td></td> <td></td> </tr> </tbody> </table>	Aerospace Industry	Hi-Tech Engineering	Agri and Food Processing	IT & ITES	Auto Components	R&D and Engineering Design	Biotechnology & Pharmaceuticals	Renewable Energy Equipment Manufacturing	Electronics Manufacturing						
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Sl. No	Parameter	Score details		Maximum Score	Pre scrutiny marks	Remarks of the Screening Committee Member
2.	Investment envisaged per five cent of land excluding land cost	<b>Category</b>	<b>Score</b>	10		
		Upto Rs.10 lakhs	5			
		Rs.10-25 lakhs	7.50			
		Above Rs.25 lakhs	10			
3.	Employment generation per five cent of land	<b>Category</b>	<b>Score</b>	5		
		Upto 2 persons	2			
		2-5 persons	3.50			
		Above 5 persons	5			
4.	Energy consumption of the project	<b>Category</b>	<b>Score</b>	5		
		Power intensive	0			
		Non power intensive	5			
5.	Exportability			5		
	<b>Sub-Total</b>			<b>30</b>		
<b>C</b>	<b>Financial Strength</b>					
1.	Promoters' contribution with respect to cost of project	<b>Category</b>	<b>Score</b>	15		
		Less than 15%	0			
		15%-25%	5			
		25%-35%	10			
		Above 35%	15			
2.	Bank tie-up/ sanction letter			15		
	<b>Sub-Total</b>			<b>30</b>		
<b>D</b>	<b>Proposed Marketing Strategy of the Product(s)</b>			<b>10</b>		
	<b>Grand Total</b>			<b>100</b>		

### **TIME FRAME FOR ISSUING ALLOTMENT**

<b>Sl. No.</b>	<b>Activity</b>	<b>Time Line</b>
1	Release of Advertisement	Minimum once in a year& as and when vacancy arises. In the estates where the number of applications received is less than the number of vacant plots, application will be continued to be received even after the period stipulated in the advertisement and processed periodically, till one year from the date of advertisement.
2	Time for submission of application from the Entrepreneurs	Within 30 days from the date of Advertisement
3	Processing of applications at Head Office	10 days
4	Convening of Screening Committee and selection of applicants	30 days
5	Issue of Allotment Order	15 days

**ALLOTMENT OF DEVELOPED PLOTS – OUT RIGHT SALE BASIS (ORS)**  
**GENERAL TERMS AND CONDITIONS**

1. The cost of the **application is Rs.1,000/-** Plus 5% GST. Application can also be downloaded from the SIDCO's website [www.sidco.tn.nic.in](http://www.sidco.tn.nic.in) and the Demand Draft for cost of application should be sent while submitting the application.
2. The **Earnest Money Deposit of Rs.10,000/-** and non refundable **processing fee of Rs.3,000/- plus GST 18% & application fee of Rs1000 plus GST 5% to a total of Rs.14,590** by means of DD drawn in favour of TANSIDCO, should be enclosed along with filled up application form. **NO APPLICATION WILL BE CONSIDERED UNLESS ACCOMPANIED BY EMD, AND PROCESSING FEE AND APPLICATION FEE** (if downloaded from Website).
3. All details as requested in the application form should be filled up without omission and sent along with required supporting documents.
4. Some important details/ Documents to be furnished are:-
  - i). Company constitution:
    - a) If proprietorship, name of proprietor & bio data with photo ID Proof.
    - b) If Partnership, copy of partnership deed, Bio-Data of partners with photo ID Proof.
    - c) If Pvt. Ltd., copy of Articles of Association and Memorandum of Association, Bio-Data of Directors with photo ID proof.
  - ii) Project Report.
  - iii) If existing unit/company, Profit & Loss A/c, Balance sheet, EM Part-II/ Udyogh Aadhar Memorandum.
  - iv) Other details as called for in the application form.
5. Application should be submitted in complete shape along with GST registration details. Incomplete applications will be summarily rejected.
6. Filing of application shall not confer any right on the applicant for allotment.
7. SIDCO reserve rights to cancel this entire process without assigning any reasons there for.
8. Allotment of plot/shed will be on outright sale basis
  - The total cost of plot allotted will be informed in the allotment letter.
  - 25% of the plot cost is to be paid within two months from the date of allotment order.
  - 75% of the plot cost is to be paid within Six months from the date of allotment order.
  - After collection of entire plot cost only the plot will be handed over.
  - The allottee has to construct workshed and commence production within 2 years from the date of allotment.
  - Sale deed for the allotted plot /shed would be considered only after commencement of production and fulfillment of conditions mentioned in the allotment order.
9. The allotment will be governed by the terms and conditions mentioned in the allotment order to be given at the time of allotment.

**ALLOTMENT OF DEVELOPED PLOTS - 30 YEARS LEASE BASIS**  
**GENERAL TERMS AND CONDITIONS**

<b>1.</b>	<b>APPLICATION</b>		
	1.1 EMD	:	Rs.10,000/-
	1.2 Processing fee (Non refundable)	:	Rs. 3000/- + GST 18%
<b>2.</b>	<b>NATURE OF ALLOTMENT</b>	:	Allotment will be on 30 years lease basis with option to purchase at the end of 30 years.
<b>3.</b>	<b>LEASING</b>		
	3.1 Lease Period	:	30 Years
	3.2 Lease Rent	:	Re. 1. plus GST 18%, per year for 30 years (i.e. Rs.30/- plus GST 18%)
	3.3 Allotment order	:	Allottee has to accept within 30 days from the date of issue of allotment order otherwise the allotment shall stand automatically cancelled and the EMD shall be forfeited.
	3.4 Payment plot cost	:	a)60% of plot cost including development charges shall be collected initially, as follows:  i)25% of plot cost within 60 days from the date of allotment and ii)75% of plot cost within 120 days. iii)This 60% plot cost is not refundable.  b)Balance 40% of plot cost shall be collected over a period of 30 years with 9% interest, annually, as per annuity.
	3.5 Payment of lease rent	:	The allottee has to pay lease rent within 120 days from the date of Allotment.

	<p>3.6 Renewal of lease</p> <p>3.7 Surrender of plot</p> <p>3.8 Cancellation of allotment</p>	<p>:</p> <p>:</p> <p>:</p>	<p>Renewal will be on the same terms for a further period of 30 years with lease rent at Re.1 plus GST 18%, per annum.</p> <p>a) <u>On expiry of lease period of 30 years</u> 40% of Plot cost including EMD will be refunded.</p> <p>b) <u>Before the expiry of 30 years</u> 40% of Plot cost will be refunded after forfeiting EMD.</p> <p>Refund shall not carry any interest. No compensation for improvement or for building or for other structures erected in the plot will be made.</p> <p>Allotment will be cancelled if industrial activity / commercial production is not commenced within the time stipulated. On cancellation, 40% of plot cost will be refunded by forfeiting EMD.</p> <p>Refund shall not carry any interest. After the expiry of 30 years lease period, the allottee can exercise the options to purchase the plot.</p>
<p><b>4.</b></p>	<p><b>SALE OF PLOT</b></p> <p>4.1 Sale Deed</p>	<p>:</p>	<p>Sale deed shall be issued after payment the entire plot cost and after commencement of commercial production.</p> <p>Sale deed shall contain a condition that the buyer will continue to carry out the industrial activity on the land and no change in land use will be carried out except with the approval of SIDCO subject to such terms and conditions as may be prescribed by SIDCO</p>

5.	Transfer of plots during lease period	:	<p>Any transfer of plot before the commencement of the commercial operation shall not be permitted. If any violation noticed, the allotment shall be cancelled and EMD forfeited.</p> <p>Processing Fee : Rs. 3,000/- plus GST 18% shall be paid.</p> <p>The following shall be construed as transfers / change in constitution.</p> <ol style="list-style-type: none"> <li>1. Where the original allottee sells its unit along with leasehold rights on land.</li> <li>2. Where there is change in the Share holding pattern due to induction of new partners / directors and where more than 50% of the shares is held by such new persons.</li> </ol>
	5.1 Transfers / Changes within family members	:	<p>If the shareholding of the allottee concerned is altered within the family members (having direct blood relationship) such change shall not be construed as transfer or change in constitution.</p>
	5.2 Transfers /Changes arising out of sale by financial institutions / Banks	:	<p>No differential cost will be collected.</p>
	5.3 On Resale	:	<p>Change of land use shall not be permitted.</p>



6.	<b>OTHERS</b>		
	6.1 Time limit for execution of lease deed.	:	Within 30 days from the date of payment of plot cost.
	6.2 Time limit for taking possession of plot.	:	Within 30 days from the date of execution of lease deed.
	6.3 Time limit for Implementation of project / commercial production	:	Within 24 months from the date of handing over of the plot.
	6.4 Issue of NOC to financial institutions	:	Issue of NOC to financial institution for mortgaging the leasehold right will be considered.
	6.5 Eligible activities	:	The allotment of plot will be considered for industrial activities recognized by the Director of Industries and Commerce for getting Udyog Aadhaar Number.
	6.6 Other conditions	:	The allotment will be governed by the terms and conditions mentioned in the allotment order to be given at the time of allotment.