

**RAJASTHAN STATE INDUSTRIAL DEVELOPMENT  
& INVESTMENT CORPORATION LIMITED**

UDYOG BHAWAN TILAK MARG, JAIPUR – 302005

No.: Legal/P&D/Misc.90/25/06510/793  
Date:-30 June, 2025

**CIRCULAR**

In order to protect the interest of the Corporation & recovery of the dues, the management of the Corporation has accorded changes in the system so that the dues of the Corporation are recovered promptly without any difficulties / indulgence in the litigations in the following manner:-

1. Dues of the Corporation are to be recovered promptly in every financial year. For this purpose, since all the allotment files are now dealt online and allottees have created SSO ID, therefore, an automated process may be made and every allottee should be intimated notice through automated e-mail and messages (SMS & Whatsapp) having logs in the back-end process on 1st April of every year showing amount to be deposited with heads. All the Unit Offices, P&D Cell and IT Cell may take necessary action in this regard.
2. In case, allottee does not deposit the demand upto the due date as per demand notice, then automated demand notices through e-mail and messages (SMS & Whatsapp) having logs in the back-end process shall be sent by the Unit Offices on 1st April of every year showing amount to be deposited with heads.
3. These automated demand notices should be generated indicating the last date of deposition of the outstanding amount, failing which action for cancellation of allotment and determination of lease deed be initiated as per rules by the Unit Offices.
4. The Unit Offices shall maintain the record of the allottee in which permission to mortgage/NOC of mortgage has been issued. In these matters special monitoring of the recovery of the dues of the Corporation shall be conducted by the Unit Heads and database of mortgage permission shall be prepared.
5. In case of non-payment of outstanding dues as per automated demand notices, automated show cause notice to the defaulter and financial institution on the first day of the default should be issued through e-mail and messages (SMS & Whatsapp) having logs in the back-end process.
6. In case of breach of terms & conditions of allotment, even after lapse of time mentioned in the show cause notice issued to the allottee and financial institution, cancellation of allotment letter may be

Signature valid

Digitally signed by Suprakash Maharia  
Designation: ADVISOR PERS  
Date: 2025.06.25 22:25:30 IST

processed as per rules intimating the allottee and financial institution, if any.

7. In case any notice so received from any of the tribunal under IBC, it may be informed that the allotment has already been cancelled and lease has been determined, so the plot is out of the IBC proceeding being not an asset of the company.
7. To achieve the above, it was also decided that necessary action may be undertaken by P&D Cell, IT Cell, Investment Cell and all Unit Offices so that the dues of the corporation are recovered from time to time without any failure and there remains no/little occasion where there are dispute pertaining to the recovery of the dues of the Corporation.

It is, therefore, enjoined upon all Concerned Cell at Head Office & Unit Offices to take appropriate/necessary action accordingly in respect of the recovery of the dues of the corporation.

This bears approval of Managing Director.

**(Subhash Maharia)**  
**Advisor (Infra)**

**Copy to:-**

1. PS to Advisor (Infra)
2. PS to Advisor (A & M)
3. PS to Financial Advisor
4. OSD (Land)/LAO
5. Secretary
6. CGM (SEZ)/CGM (IT)/CGM (BP)
7. Sr. DGM (P&D)/Sr. DGM (Law) V.K./P.A.
8. DGM (Law) SKG/AKG
9. Manager (Law) NS
10. Dy. Manager (Law) BY/SG
- ✓ 11. DGM (Computer) for hoisting on the website.
12. All Unit Heads

**Copy also to :-**

1. PS to MD

**Signature valid**

Digitally signed by Subhash Maharia  
Designation: ADVISOR PERS  
Date: 2025.06.28 22:25:30 IST  
Reason: Approved