

Rajasthan State Industrial Development & Investment Corporation Ltd. Udyog-Bhawan, Tilak-Marg, Jaipur-302005

No: IPI/P-5/2016/130 / 1854
Dt: 14, Feb., 2018


OFFICE ORDER (03/2018)

Sub: Insertion of new Rule in RIICO Disposal of Land Rules, 1979 for e-Auction of all type of plots/category in RIICO industrial areas.

An agenda item (6) was placed before the IDC of its meeting held on 02.02.2018 and the IDC has accorded approval for insertion of new Rules in RIICO Disposal of Land Rules, 1979 for e-Auction of all type of plots/category in RIICO industrial areas, as per e-Auction rules and modalities for e-Auction annexed as Annexure-1 & 2 respectively.

IDC further accorded approval that since it is a start of e-Auction of plots in RIICO Industrial Areas, therefore, in exceptional cases, Managing Director is authorized to accord permission of sealed bidding in place of e-Auction in case e-Auction process is not performed very well in any particular area due to poor connectivity or any other reason beyond the control. Managing Director is also authorized to make amendments in e-Auction Rules & Modalities of e-Auction, necessitated due to technology up-gradation in future or as may be deemed fit.

These e-auction rules and modalities shall be effective from 01.04.2018 and till then existing system of auction by sealed bidding would be continued.


(Vijai Pal Singh)
Advisor (Infra)

Copy to:

1. FA/Advisor (A&M)



**RAJASTHAN STATE INDUSTRIAL DEVELOPMENT &
INVESTMENT CORPORATION LIMITED
(A Government of Rajasthan Undertaking)
e-Auction Rules**

RAJASTHAN STATE INDUSTRIAL DEVELOPMENT & INVESTMENT CORPORATION LIMITED, hereby referred to as **RIICO**, has decided to make sale of Plots through online forward e-Auction mode. RIICO has made arrangements for forward auction; e-payment integrated gateway, Bidder management etc.

1. DEFINITIONS

- i. **Lessor / Auctioneer:** Lessor/Auctioneer referred in these conditions of e-Auction is the RIICO through their officers.
- ii. **Auction Committee:** A Committee constituted by RIICO for Auction.
- iii. **Bidder:** Any person representing as an individual or Proprietor or as a Partner of registered Partnership firm or as a duly authorized representative of any Company registered under the Companies Act, 1956 or of any legal entity, who has been registered with the Lessor and who has paid the Earnest Money Deposit (EMD) & Participation fee and complied with other terms and conditions mentioned herein or as may be specified through separate publication, shall be considered as a Bidder.
- iv. **Successful Bidder:** At the end of the Forward Auction, RIICO will decide upon the winner based on the highest bid placed for the Plot under auction and subsequent acceptance of RIICO. The decision of RIICO will be final & binding on all the bidders.
- v. **Registration:** The bidder is required to be register on RIICO website www.riico.co.in or <https://sso.rajasthan.gov.in> before participating in e-Auction.
- vi. **Estimated value of the Plot:** Bid Start Rate X Area of Plot.
- vii. **Participation Fee:** The bidder shall also pay non-refundable "e-Bid Participation fee" which will be valid only for one Auction event of a Plot for participating in e-auction. The participation fee shall not be valid for more than one Plot. If the bidder wishes to bid for more plots put up for auction, the participation fee will be charged separately for each Plot.
- viii. **Earnest Money Deposit(EMD):** The Bidder will have to deposit Earnest Money for each plot as per publication/auction advertisement for the particular e-Auction.
- ix. **Bid:** The bidder(s) have to quote the rate per sqm for the plot available for e-auction.
- x. **Bidding Currency:** Bidding will be conducted in Indian Rupees (INR) only.

- xi. **H1 Price:** It is the highest value placed in the bid at prescribed point of time during the auction for the Plot. It will be visible to all the bidders on the screen and the bidders can bid an amount of "**H1 price plus incremental value or in multiples of incremental value**" only.
- xii. **Incremental value:** Incremental Value will be in multiple of Rs. 10/- per sqm. for all sizes of plots/category of plot or as decided by the Corporation from time to time. Minimum Bid increment shall be available to the Bidders at the start of the auction. The bidder can bid higher than the Highest Bid (H1 Price) at any point of time in the auction by an increment, multiples of the minimum Bid increment or at least of minimum bid increment plus multiple of Bid Increment. The minimum increment value will be displayed against each Plot on the bidding screen of all participating bidders. The software will not accept any bid other than the multiple of increment value.
- xiii. **BSR:** It refers to the "Bid Start Rate" which shall be decided by the RIICO and shall be visible to all the bidders on their screens. The bid will trigger off from this rate and no bidder can start bidding below this amount.

2. **PARTICIPATION/APPLICATION PROCESS**

I. **Registration of Bidder:**

- a. The bidder can apply for registration on RIICO website (www.riico.co.in) or <https://sso.rajasthan.gov.in>. After registration, an auto generated User ID & Password shall be sent on registered mobile number & E-mail ID of the user.

II. **Participation in e-Auction:**

- a. For Online Participation in e-auction, bidder can view the advertisement as well as the relevant informations published in Print Media / Website of RIICO.
- b. The registered bidder shall be required to deposit "e-Bid Participation Fee (Non Refundable)" amounting to Rs. 1000/- + Applicable GST for the auction in which he is specifically participating (separately for auction of each plot).
- c. The registered bidder shall also be required to upload requisite KYC documents and fill the project profile in Project Profile Form, the bidder can also download the project profile form and after fulfilling, he can upload the same.

III. **Earnest Money:** Apart from one time e-auction registration fee and e-Bid participation fee, the Bidder will have to deposit Earnest Money (EM) as per publication/auction advertisement for the particular e-Auction. The EM amount shall have to be deposited within the time limit as notified and shall be subject to clearance of the same by RIICO. Earnest Money will be non-transferable to the other Bidder or any other Plot to be purchased by the same Bidder.

IV. **Contact Persons:** RIICO will nominate nodal officers who will

coordinate for responding to bidder's queries regarding Auction as mentioned below:

| S. No | Issues | Contact Person |
|-------|--|------------------------------------|
| 1. | Auction Process, Land Title, Location & Revenue Record | Unit Head of concerned unit office |
| 2. | Information Technology (IT) Support & Nodal officer | DGM (IT) |

3. **PROCEDURE OF FORWARD E-AUCTION**

- I. RIICO will declare its Bid Start Rate (BSR) which shall be visible to all the bidders at the start of the Forward auction.
- II. The Bid Start Rate (BSR) of Plot in online forward auction is open to all the participating bidders. Any bidder can start bidding, in the online forward auction from this Rate onwards only. Hence, the first online bid that comes in the system during the online Forward auction shall be higher than the auction's BSR by one increment or absolute multiples of increment.
- III. The onwards bidding will have to be higher than the H1 rate as quoted and displayed on screen by one increment value or higher than the H1 rate by multiples of the increment value.
- IV. The bid Increment amount shall be specified by RIICO which the e-bidders can view on their bidding screen. The bid can be placed only of the BSR + incremental value or in multiples of increment value.
- V. Online Forward Auction shall be open for a specified period as per publication issued by RIICO for each Plot. The closing time and date of auction may be extended at any time. There will be unlimited extension of 5 minutes duration each, if any valid bid is received in last 5 minutes of the close of E-auction. The bidder(s) are cautioned not to wait till the last minutes or last few seconds to enter their bid to avoid complications related to internet connectivity, network problems, system crash down, power failure, etc.
- VI. RIICO reserves rights to cancel the highest bid in any condition what so ever. The Notice for such cancellation shall be duly notified on the e-Auction portal.
- VII. The minimum Bid increment shall be available on screen to the Bidders at the start of the e-auction. The bidder can view the same by clicking on the relevant details at the start of the auction.
- VIII. During Forward Auction, if no bid is received within the specified time or bid is cancelled as per point number (VI) above, RIICO, at its own discretion, may decide to re-invite the bid / scrap the e-auction process / proceed with conventional mode of auctioning.
- IX. The bids will be taken as an offer to purchase the Plot on lease basis on terms & conditions attached with the Plot. Bids once made by a Bidder, cannot be cancelled / withdrawn by the Bidder and the Bidder shall be bound by the bid quoted, failing which the

Earnest Money will be forfeited.

- X. Bidders will be able to view the following on their screen along with the necessary fields in the Forward Auction.
- Opening BSR (Bid Start Rate) & minimum Increment Value.
 - Leading (highest) Bid in the e-Auction
 - Bid Placed by the bidder himself
 - Rank of bidder in the e-auction
- XII. The Bidder must read the terms and conditions of the e-auction very carefully before participating in bidding process.
- XIII. RIICO will respond to all queries relating to the e-Auction processes and rules on the telephone numbers given or through mail as per the publication/ auction advertisement.
- XIV. RIICO reserves the right to modify/ amend the terms and conditions and intimate the same prior to commencement of e-Auction or while the auction is in progress.

4. **EARNEST MONEY DEPOSIT PAYMENT, ITS REFUND AND FORFEITURE:**

- a) The intending bidder(s) have to deposit 5% of the reserve price (i.e. area of plot x reserve rate) or Rs. 25,000/-, whichever is higher as Earnest Money Deposit (EMD) as per publication/ auction advertisement for the particular e-Auction. EMD will be deposited online through RIICO Payment Gateway before participating in e-Auction.
- b) The EMD amount shall have to be deposited within the time limit as notified and shall be subject to clearance of the same by RIICO.
- c) Delay in deposit of EMD will not be entertained and the bidder shall not be eligible for participation.
- d) The EMD paid within the specified period is adjustable in the Bid amount if and when the Plot is finally allotted to that highest / successful bidder.
- e) The EMD of the un-successful bidders will be refunded without any interest, cost or claim after the closure of the e-auction or the extended period as decided by the RIICO.
- f) The refund of EMD of unsuccessful bidders shall be made in the same bank account which is specified by the bidder in the e-auction form. RIICO shall not be responsible if incorrect / incomplete Bank details are furnished by the bidder in any manner.
- g) Earnest Money Deposited will be non-transferable to the other Bidder or any other Plot to be purchased by the same Bidder.

5. **PLOT BID CONFIRMATION – COST AND BALANCE PAYMENTS**

- a) The HIGHEST BID will be taken only on **Subject to confirmation (STC)** basis. After the closure of the e-Auction, RIICO will intimate the successful / highest bidder through a **“Confirmation of Auction Cum Demand Letter”** whose highest bid is accepted by the RIICO through an e-mail / registered post after the completion of each auction. In case of multiple bids received in e-auction, after approval of the highest bid by the Field Level Committee, confirmation for allotment of plot and demand letter will be issued accordingly. In case of single bid, the confirmation of allotment and

demand letter will be issued only after approval of single bid by Competent Committee at Head Office. The highest bid shall be approved by the Field Level Committee within 2 working days and after approval of the bid either by the Field Level Committee or Head Office Committee, the offer letter confirming approval of bid will be sent online by unit head within 2 days from the date of approval.

- b) The highest bidder, after approval of the bid, has to deposit the following amount within 30 days from the issue of offer letter of acceptance of bid:

I. In case of Industrial Plot :-

- i. Application Fees alongwith applicable GST,
- ii. 1% of *Premium amount as Security Money (Minimum Rs. 2500/- and
- iii. 25 % of *Premium amount after adjusting amount already deposited as EMD.

II. In case of Non Industrial Plot :-

- i. 1% of *Premium amount as Security Money (Minimum Rs. 2500/-)
- ii. 25 % of *Premium amount and Applicable GST on Total *Premium amount as per applicable rates after adjusting amount already deposited as EMD.

***Premium amount = Highest Bid x Area of Plot**

- c) In case the above amount as mentioned in (b) above is not deposited within 30 days, then amount deposited earlier (on account of EMD) shall be forfeited without giving any further notice. However, the Managing Director will grant time extension for deposit of such amount with interest up-to the period as prescribed by the Corporation from time to time, depending upon merit of the each case.
- d) If Bidder fails to deposit the Amount as mentioned in (b) within 30 days from the issue of the Confirmation of Auction Cum Demand Letter or extended period if any, the auction of Plot shall stand automatically cancelled and all Amounts deposited by the Bidder shall stand forfeited. RIICO will have the right to re-Auction this Plot without further reference with the Bidder.
- e) The balance 75% Premium amount shall be deposited by the allottee in installments (interest bearing) if applicable and as prescribed by the Corporation from time to time. However, the allottee may also opt to pay balance 75% Premium within 120 days of the land allotment for which no interest will be charged.
- * f) All payments except Registration Fees, Participation Fee, EMD mentioned at '4' above shall also be accepted through RTGS/NEFT to Concerned Unit Office Bank Account No., the details of which are as under:

- a) Name of Bank :
- b) Name of Bank Branch :
- c) Account No. :
- d) IFSC Code :
- e) Bank Address :

6. KYC COMPLIANCE

During online registration for KYC compliance the bidders will have to upload following documents:-

| Features | List of valid KYC Documents |
|---|--|
| Individuals ➤ Legal name and any other names used | (i) Passport (ii) *PAN Card (iii) Voter's Identity Card (iv) Driving License (v) Identity Card (vi) *Aadhar Card *Mandatory |
| Address | (i) Utility Bill like telephone, electricity (not older than 3 months) (ii) Bank account statement /Pass Book (iii) Passport (iv) Letter from employer (Subject to satisfaction of the Company) (v) Latest Rent / Leave & license agreement etc. (Any One) |
| Companies ➤ Name of the Company, Principal place of business ➤ Address of the company ➤ Identity of signatories | (i) Certificate of incorporation and Memorandum & Articles of Association (ii) Resolution of the Board of Directors to open an account and identification of those who have authority to operate the account (iii) Power of Attorney granted to its managers, officers or employees to transact business on its behalf (iv) PAN card of Company (v) Any other officially valid document establishing proof of existence and address of the entity to the satisfaction of the Company (vi) Any officially valid document to identify the signatories (vii) Certificate of Commencement of Business (viii) BRN |
| Partnership firms ➤ Legal name and address ➤ Identity of all partners and their addresses ➤ Identity of signatories | (i) Registration certificate, if registered (ii) Partnership Deed (iii) Power of Attorney granted to a partner or an employee of the firm to transact business on its behalf (iv) Any officially valid document identifying the partners and the persons holding the Power of Attorney and their addresses (v) |

| | |
|---|--|
| | Proof of existence & proof of address of the firm (vi) BRN No. etc.(vii) PAN card of Firm or PAN Card of all Partners. |
| Trusts & foundations <ul style="list-style-type: none"> ➤ Identity of trustees, settlers, beneficiaries & signatories ➤ Identity and addresses of the founder, the managers / Directors and the beneficiaries ➤ Identity of signatories | (i) Certificate of registration, if registered (ii) Trust Deed (iii) Power of Attorney granted to transact business on its behalf (iv) Any officially valid document to identify the trustees, settlers, beneficiaries and those holding Power of Attorney, founders/managers/ directors and their addresses. (v) Resolution of the managing body of the foundation/association (vi) Any officially valid document establishing the proof of existence and proof of address of the entity to the satisfaction of the Company. (vii) BRN (viii) PAN Card of Trust |

7. **PAYMENT MODE**

- I. Pre e-auction payments i.e. Bid Participation Fee along with GST and EMD will be deposited online.
- II. Post e-auction payments shall also be deposited in concerned RIICO bank account through RTGS/NEFT.
- III. The realization of amount will be effective only after it is credited in RIICO Account.

8. **INSPECTION OF LAND / PLOT**

- I. Land / Plot will be auctioned on "AS IS WHERE IS BASIS".
- II. The bidder is advised to visit and examine the Land / Plot at his own cost and be satisfied before participating in the Auction process. No claim what so ever will be entertained once the Land /Plot is auctioned.

9. **TERMS & CONDITIONS**

A. General :

- I. The Bidder shall not involve himself or any of his representatives in Price manipulation of any kind directly or indirectly by communicating with other bidders which shall otherwise make him ineligible.
- II. Land will be allotted on the basis of Leasehold of which the period will be of 99 years.
- III. The Bidder shall not divulge either his/her Bids or any other exclusive details of RIICO or to any other party.

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- IV. The decision of competent authority of RIICO shall be final and binding on all the Bidders.
- V. RIICO shall not have any liability towards the Bidders for any interruption or delay in access to the site irrespective of the cause. Please note that failure of internet connectivity/(due to any reason whatsoever it may be) shall be sole responsibility of bidder(s) and RIICO shall not be responsible for such unforeseen circumstances. In order to ward-off such contingent situation, bidder(s) are requested to make all the necessary arrangements/alternatives whatever required so that they are able to circumvent such situation and still be able to participate in the E-Auction successfully. The bidder(s) are requested not to wait till the last moment to quote their bids to avoid any such mishaps.
- VI. RIICO is not responsible for any damages what so ever, including damages on account of any negligence on their part.
- VII. NRI are advised to comply with the RBI / FEMA / Indian Income Tax and other laws of land before participating in this bid. RIICO shall not be responsible for any non-compliance and the risk and cost shall be of that NRI.
- VIII. E-Auction Notice will be uploaded on State Procurement Portal (SPP).
- IX. Advertisement for E-auction notice should be published in widely circulated two State Level Newspapers and one leading National Level Newspapers (NCR/Delhi Edition).
- X. **Time line for e-Auction**

| S.No | Activity | Time period (days) | Remark |
|------|--|--------------------|--|
| 1 | Date of publicity of e-Auction in Newspaper and other print media as well as hosting of e-Auction plan on website. | T | T= date of publicity |
| 2 | Registration and participation start date | T | The bidder can start the registration and participation activity (in case already registered, only participation activity) |
| 3 | Submission End date of required documents, deposition of participation fees and EMD by the bidder. | T+15 | 15 days given as per the general guidelines |
| 4 | Verification of documents by unit office and to allow the eligible bidder for e-bidding. | T+17 | 2 working days for verification of documents and approval to bidder for participating in e-Auction. |

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| | | | |
|---|----------------------------|-------|---|
| 5 | Start of e-Auction bidding | T+18 | 1 day after due verification |
| 6 | End of e Auction bidding | T+21* | Three working days given for participating the bidder in e-Auction with end time 5.00 PM on the last day of each bidding. *The days may vary as per the date fixed for e-auction period. |

Note*: 3 working days means working days as per official calendar of Govt. of Rajasthan excluding gazzeted holidays. However, the days on which half day holiday is declared either by GoR or District Collector, the same will be treated as full working day for calculation of 3 working days for bidding.

B. Plot Specific:

- I. The Bidder is required to study the Plot specific Terms & Conditions for the proposed Plot / Land scheduled for Auction and be satisfied before participating in the Auction process.
- II. The Plot specific Terms & Conditions shall form the integrated part of the Auction document and the Bidder would be responsible to comply the same. The Bidder is also required to sign these Terms & Conditions and submit along with Price Confirmation Letter.
- III. The prevailing provisions of Rajasthan State Industrial Development & Investment Corporation (RIICO Disposal of Land Rules, 1979), other relevant Rules, Byelaws, Guidelines, Circulars and Orders of Government of Rajasthan and/or RIICO will also be applicable and binding on the Bidders besides the provisions mentioned in this document. If there is any difference in the provisions contained in this document and the above mentioned rules and regulations, the provisions of this document will have the overriding effect to that extent only.
- IV. If there is any dispute on interpretation of any of the provisions, the same must be brought into the notice of RIICO in writing be for at least 3 days of scheduled start Auction date. The decision of RIICO shall be final and binding.
- V. The Bidder must participate in the Auction process only after being fully satisfied.

10. DISPUTE RESOLUTION


Any disputes arising out of this e-Auction shall be subjected to Jurisdiction of Jaipur, Rajasthan (India) Courts only.

11.* SPECIFIC TERMS AND CONDITIONS AND DISCLAIMER

The Specific Terms and Conditions of e-auction as per **Annexure-A** and Disclaimer as per **Annexure-B** will be uploaded on e-auction portal for acceptance of bidder.

SPECIFIC TERMS & CONDITIONS

- I. The plot will be used for the purposes it is auctioned i.e. commercial plots for commercial purposes, industrial plots for industrial purposes and likewise.
- II. The plot will be auctioned on '**as is where is**' basis.
- III. It shall be the responsibility of the bidder(s) to inspect and satisfy themselves about the site position of the plot(s) and its measurements before submitting the E- Bid.
- IV. The bidder shall be required to upload requisite KYC documents and fill the project profile in Project Profile Form, the bidder can also download the project profile form and after fulfilling, he can upload the same. Allotment of plot will be made to the highest bidder on 99 years lease hold basis.
- V. The bid quoted by the highest bidder will be valid up-to the last day of the succeeding month i.e. by 30th or 31st as the case may be.
- VI. The Earnest Money Deposit (EMD) of the unsuccessful bidders will be refunded without any interest, cost or claim after the closure of the E-Auction or the extended period as decided by the RIICO. The refund of EMD of unsuccessful bidders shall be deposited in the same bank account which is specified by the bidder in the E-Auction form at the time of registration. RIICO shall not be responsible if incorrect/incomplete Bank details are furnished by the bidder in any manner. Further, EMD will not be non transferable to the other Bidder or any other property to be purchased by the same bidder through E-auction.
- VII. The Corporation reserves full right to accept or reject any bid(s) without assigning any reason.
- VIII. The acceptance or rejection of the E-Auction by the Corporation of methodology adopted by the Corporation for the sale of land/plot on E-Auction platform shall not become a cause of action or ground to initiate any legal action before any court of law for obtaining any Order, Injunction, Direction etc. from the Hon'ble Court to stay the proceedings.
- IX. In the event of any dispute arising out of the E-Auction, such dispute would be subject to the Jurisdiction of the Civil Court within local limits of the land/plot, State of Rajasthan.
- X. The allottee shall adhere to the provisions of the Rajasthan Stamps and Registration Act. The registration charges and stamp duty towards registration of Lease Agreement shall be borne by the allottee.
- XI. The allottee shall abide by the terms & conditions of RIICO Disposal of Land Rules, 1979 and amendments made therein from time to time.
- XII. The allottee will follow the building regulations and parameters as prescribed for the particular use of the plot.
- XIII. The other tax, if applicable, shall be paid by the allottee.

- XIV. The applicable GST will be leviable on Participation Fees. Further, highest bidder/successful bidder, in case of non industrial plot, will have to pay the applicable GST for entire Premium of land upfront as per the rules in one go at the time of deposition of 25% Premium of land before issuance of allotment letter.
- XV. As per Income Tax proviso 194-IA Bidder/Allottee (Purchaser of land) is responsible to deduct and deposit TDS @ 1% of total Premium of land allotted, where the Premium of land is 50 lacs or more.
- XVI. The bidder(s) shall not involve himself or any of his representatives in price manipulation of any kind directly or indirectly by communicating with other bidder(s). The bidder(s) shall not divulge either his bids or any other exclusive details of RIICO to any other party.
- XVII. The decision of RIICO regarding declaration of successful bidder(s) shall be final and binding on all the bidder(s).
- XVIII. RIICO shall not have any liability to bidder(s) for any interruption or delay in access to the web-site irrespective of the cause. RIICO is not responsible for any damages, including damages that result from, but are not limited to negligence. RIICO will not be held responsible for consequential damages, including but not limited to systems problems, inability to use the system, loss of electronic information etc.
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**RAJASTHAN STATE INDUSTRIAL DEVELOPMENT & INVESTMENT
CORPORATION LTD., UDYOG BHAWAN, TILAK MARG, JAIPUR**

**MODALITIES FOR E-AUCTION OF PLOTS THROUGH
ONLINE BIDDING**

1. Pre-requisite Preparation of E-auction by unit office:

- (i) The plot which is put for auction shall be free from all encumbrances and should be in clear physical possession of Corporation.
- (ii) Site plan of the plot shall be prepared as per the measurement taken at site. The site plan must show dimensions of all sides of plot indicating "North Direction" and road(s) width. Dimension of diagonal(s) of plot may be provided where the plot is of irregular shape.
- (iii) All the Building Parameters in accordance to usage of the plot shall be mentioned according to the applicable Building Regulations in the site plan.
- (iv) Any special condition related to limitation/restriction in construction on the plot should be mentioned clearly.
- (v) The site plan of the plot shall be uploaded along with E-Auction Notice on website.
- (vi) The Unit Head will prepare check list confirming the above points and the check list duly signed by Unit Head will be kept in file.

2. Creation of allotment Plan for E-Auction by Unit Office:

After pre-requisite preparation, the unit office will create allotment plan for E-Auction as per procedure defined as below:

- (i) For creation of online allotment plan of E-Auction, unit official would login at "**riicoerp.industries.rajasthan.gov.in**" using his/her credentials.
- (ii) Unit official would select the Land Management and go to **LM>>Sales>>Land Allotment Plans**. A relevant list of created plans would display.
- (iii) To create a new allotment plan for E-Auction, Unit Official would click on "**Add New Land Allotment Plan**" and a new form would be opened.
- (iv) Unit Official would fill the details in the form like industrial area for which E-Auction has to be conducted.
- (v) Unit Official would select "**Auction**" in "**Sale Type**".

- (vi) Unit Official would select the Usage Type for which E-Auction has to be conducted.
- (vii) Unit Official would fill the Start date and End Date to deposit the Participation fees and EMD.
- (viii) Unit Official would select "**Yes**" in "**External View**" as well as "**Online Bidding**".
- (ix) Unit Official would enter the Bid Start and Bid End date with time.
- (x) Unit Official would also enter the time slot to increase the time of E-Auction, if any bid is submitted in last minutes.
- (xi) Unit Official would enter the Bid start rate (Reserve rate fixed for that plot) of the plot in "**Bid start rate**".
- (xii) Unit Official would click on save button to save the allotment plan.
- (xiii) Unit Official would click on "**Property Details**" tab to select the properties which are available in E-Auction.
- (xiv) To add the available properties, click on "**Add**" button as shown below in outlines box.
- (xv) Unit Official would select the plot no. in "**Property/Plot**".
- (xvi) Now, Unit Official would click on "**Save**" button to add the plot.
- (xvii) To add another plot, Unit Official would click on add button and follow the procedure.

3. Procedural Parts of E-Auction:

- (i) E-Auction bids shall be invited for auction of plots through advertisement as per **Annexure-I**.
- (ii) Advertisement for E-auction notice should be published in widely circulated two State Level Newspapers and one leading National Level Newspapers (NCR/Delhi Edition).

4. Time line for e-Auction

| S.No | Activity | Time period (days) | Remark |
|------|---|--------------------|--|
| 1 | Date of publicity of e-Auction in Newspaper and other print media as well as hosting of e-Auction plan on website | T | T= date of publicity |
| 2 | Registration and participation start date | T | The bidder can start the registration and participation activity (in case already registered, only participation activity) |
| 3 | Submission End date of | T+15 | 15 days given as per |

| | | | |
|---|--|-------|---|
| | required documents, deposition of participation fees and EMD by the bidder | | the general guidelines |
| 4 | Verification of documents by unit office and to allow the eligible bidder for e-bidding. | T+17 | 2 working days for verification of documents and approval to bidder for participating in e-Auction. |
| 5 | Start of e-Auction bidding | T+18 | 1 day after due verification |
| 6 | End of e-Auction bidding | T+21* | Three working days given for participating the bidder in e-Auction with end time 5.00 PM on the last day of each bidding. *The days may vary as per the date fixed for e-auction period. |

Note*: 3 working days means working days as per official calendar of Govt. of Rajasthan excluding gazzeted holidays. However, the days on which half day holiday is declared either by GoR or District Collector, the same will be treated as full working day for calculation of 3 working days for bidding.

5. **Constitution of the Committee to finalize the Bids:**

a) **Unit Level Committee:**

The committee comprising of Unit Head, Sr. Most Technical Officer and Senior Most Account Officer of the unit office concerned.

b) **Head Office Level RPFC Committee** (In case of Single Bid):

The Committee comprising of Managing Director, Financial Advisor and Advisor (Infra).

6. Unit Office will upload E-Auction Notice (Duly Signed) **(Annexure-I)**, E-Auction Bidding Terms and Conditions **(Annexure-II)**, General Terms & Conditions **(Annexure-III)**, Terms & Conditions of Payment **(Annexure-IV)**, Procedure for participating in E-Auction (For Citizen) **(Annexure-V)**, Format of Declaration by Bidder **(Annexure-VI)** on Web Portal.



Rajasthan State Industrial Development & Investment Corporation Ltd., Udyog Bhawan, Tilak Marg, Jaipur-302005.

Phone- 0141-2227751, 5113201

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E-mail: riico@riico.co.in

website: www.industries.rajasthan.gov.in/riico/

CIN - U13100RJ1969SGC001263

E-AUCTION NOTICE

RIICO invites Online Bids for allotment of various category of plots in RIICO's Various Industrial Areas through E-Auction Bidding System:

| S. No. | Name of Unit Office | Name of Industrial Area | Category of Plot | Plot No. | Area of Plot (In sqm.) | Reserve Rate per sqm. (In Rs.) | Earnest Money (In Rs.) | Date & Time of E-Bidding |
|--------|---------------------|-------------------------|------------------|----------|------------------------|--------------------------------|------------------------|--|
| 1. | | | | | | | | Date & time of start of bidding and end of bidding..... with auto extension for 5 Minutes in case bid is placed within last 5 minutes |

Note:-

1. The bidder is required to be register on RIICO website www.riico.co.in or <https://sso.rajasthan.gov.in> before participating in e-Auction.
2. The bidder will be required to deposit participation fees Rs. 1000/- + applicable GST for each plot online through **RIICO Payment Gateway**.
3. The bidder will also be required to deposit Earnest Money (EMD) as mentioned above Online through **RIICO Payment Gateway** upto a specified date & Time as notified in the E-Auction Plan before participating in E-Auction Bidding. The other E-Auction Bidding Terms & Conditions and Procedure for participating in E-Auction can be seen on website: www.riico.co.in

Unit Head

E-AUCTION BIDDING TERMS AND CONDITIONS

The detailed terms & conditions of E-Auction Bidding are as under:

1. Online E-Auction shall be conducted by RIICO, on the pre-specified date and time, while the bidder(s) shall be quoting from their own offices/places of their choice, internet connectivity and other paraphernalia required for participation in the E-Auction shall have to be ensured by the Bidder(s) themselves. Please note that failure of internet connectivity/ (due to any reason whatsoever it may be) shall be sole responsibility of bidder(s) and RIICO shall not be responsible for such unforeseen circumstances. In order to ward-off such contingent situation, bidder(s) are requested to make all the necessary arrangements/alternatives whatever required so that they are able to circumvent such situation and still be able to participate in the E-Auction successfully. The bidder(s) are requested not to wait till the last moment to quote their bids to avoid any such mishaps.
2. Material of Bid : Sale of Plot by RIICO
3. Type of Auction: E-Auction
4. Bid start Rate (Reserve Rate)/Minimum Incremental Value: The Bid start Rate of the E-Auction and the Minimum incremental rate shall be available to the bidder(s) on their bidding screen.
5. Bid: The bidder(s) have to quote the rate per sqm. for the plot available for E-Auction.
6. Procedure of E-Auction:
 - (i) E-Form Submission:
The bidder is required to be register on RIICO website www.riico.co.in or <https://sso.rajasthan.gov.in> before participating in e-Auction. The detailed procedure for participating in E-Auction (For Citizen/Bidder) is annexed at **Annexure-V.**
 - (ii) Online E-Auction:
 - RIICO will declare its Bid start Rate (Reserve Rate), which shall be visible to all the bidder(s) during the start of the E-auction. The first online bid (i.e. H1 Rate) that comes in the system during the online e-auction has to be higher than Bid start Rate (Reserve Rate) by the minimum incremental value/ higher than minimum incremental value. The second online bid and onwards will have to be higher than the H1 rate (Highest Bid) by one minimum incremental value or by higher than the minimum incremental value and so on.

- E-auction for plots shall be valid for a period from time and date of start of bidding to closure of bidding. If a bidder(s) places a bid in the last 5 minutes of closing of the e-auction and if that bid gets accepted, then the e-auction's duration shall automatically get extended for another 5 minutes, from the bid closing time. Please note that the auto-extension shall be for unlimited times and will take place only if a valid bid comes in last 5 minutes of closing. If valid bid is not received, the auto-extension will not take place even if that bid might have come in the last 5 minutes. In case, there is no bid in the last 5 minutes of closing of e-auction, the e-auction shall get closed automatically without any extension. However, bidder(s) are advised not to wait till the last minute or last few seconds to enter their bid during the auto-extension period to avoid complications related with internet connectivity, network problems, system crash down, power failure, etc.
7. During e-auction, if no bid is received within the specified time, RIICO will scrap the E-auction process for that particular plot.
 8. The bid once submitted by bidder(s) cannot be cancelled/ withdrawn and the highest bidder shall be bound to buy the plot at his/her final bid, subject to approval from competent Committee/Authority of RIICO. The failure on part of bidder(s) to comply with any of the terms and conditions of the E-auction notice & Offer Letter issued after approval of the bid by the Corporation, will result in forfeiture of the earnest money (EMD) paid by the defaulting bidder(s).
 9. The bidder(s) will be able to view the following on their screen along with the necessary fields in the e-auction:
 - a. Leading bid in the E-auction (H1 – Highest Bid)
 - b. Bid placed by bidder(s)
 - c. Bid start Rate (Reserve Rate) & Minimum Incremental Value.
 - d. The bid rank of bidder(s) in the e-auction.
 10. The decision of RIICO regarding declaration of successful bidder(s) shall be final and binding on all the bidder(s). RIICO reserves the right to accept any offer or to reject all or any of them without assigning any reason thereof.
 11. RIICO shall be at liberty to cancel the E-auction process at any time or even before declaring the successful bidder(s) without assigning any reason.
 12. RIICO shall not have any liability towards bidder(s) for any interruption or delay in access to the website irrespective of the cause.

13. The bidder(s) are required to submit acceptance of the terms & conditions before participating in the E-Auction at the time of deposition of participation fee and EMD.
14. Duration of E-Auction: The E-auction of plot is scheduled to be conducted on the period as specified in the E-auction notice. There will be unlimited extension of 5 minutes duration each, if any valid bid is received in last 5 minutes of the close of E-auction. The bidder(s) are cautioned not to wait till the last minute or last few seconds to enter their bid to avoid complications related to internet connectivity, network problems, system crash down, power failure, etc.
15. Successful bidder(s): At the end of the E-auction, RIICO will evaluate all the bids submitted and will decide upon the successful bidder(s) after taking due approvals from the Competent Committee/Authority. This process may take some time; RIICO's decision will be final & binding on all the bidder(s).



GENERAL TERMS & CONDITIONS

(To be uploaded on e-auction portal for acceptance of bidder)

1. The plot will be used for the purposes it is auctioned i.e. commercial plots for commercial purposes, industrial plots for industrial purposes and likewise.
2. The plot will be auctioned on '**as is where is**' basis.
3. The bidder will be required to upload following documents at various stages:

A. For Registration as KYC compliance (No registration fees is required)

During online registration for KYC compliance the bidders will have to upload following documents:-

| Features | List of valid KYC Documents |
|---|---|
| Individuals ➤ Legal name and any other names used | (i) Passport (ii) *PAN Card (iii) Voter's Identity Card (iv) Driving License (v) Identity Card (vi) *Adhar Card *Mandatory |
| Address | (i) Utility Bill like telephone, electricity (not older than 3 months) (ii) Bank account statement / Pass Book (iii) Ration Card (iv) Letter from employer (Subject to satisfaction of the Company) (v) Latest Rent / Leave & license agreement etc. (Any One) |
| Companies ➤ Name of the Company, Principal place of business ➤ Address of the company ➤ Identity of signatories | (i) Certificate of incorporation and Memorandum & Articles of Association (ii) Resolution of the Board of Directors to open an account and identification of those who have authority to operate the account (iii) Power of Attorney granted to its managers, officers or employees to transact business on its behalf (iv) PAN card (v) Any other officially valid document establishing proof of existence and address of the entity to the satisfaction of the Company (vi) Any officially valid document to identify the signatories (vii) Certificate of Commencement of Business (viii) BRN |

| | |
|--|---|
| Partnership firms <ul style="list-style-type: none"> ➤ Legal name and address ➤ Identity of all partners and their addresses ➤ Identity of signatories | <ul style="list-style-type: none"> (i) Registration certificate, if registered (ii) Partnership Deed (iii) Power of Attorney granted to a partner or an employee of the firm to transact business on its behalf (iv) Any officially valid document identifying the partners and the persons holding the Power of Attorney and their addresses (v) Proof of existence & proof of address of the firm (vi) BRN No. etc. (vii) PAN card of Firm or PAN Card of all Partners. |
| Trusts. & foundations <ul style="list-style-type: none"> ➤ Identity of trustees, settlers, beneficiaries & signatories ➤ Identity and addresses of the founder, the managers / Directors and the beneficiaries ➤ Identity of signatories | <ul style="list-style-type: none"> (i) Certificate of registration, if registered (ii) Trust Deed (iii) Power of Attorney granted to transact business on its behalf (iv) Any officially valid document to identify the trustees, settlers, beneficiaries and those holding Power of Attorney, founders/managers/ directors and their addresses. (v) Resolution of the managing body of the foundation/association (vi) Any officially valid document establishing the proof of existence and proof of address of the entity to the satisfaction of the Company. (vii) BRN (viii) PAN Card of Trust |


B. For participation in e-Auction (Plot wise)

- i. The bidder will be required to deposit participation fees and earnest money online as mentioned in the advertisement.
 - ii. The registered bidder shall also be required requisite KYC documents and fill the project profile in Project Profile Form, the bidder can also download the project profile form and after fulfilling, he can upload the same.
4. It shall be the responsibility of the bidder(s) to inspect and satisfy themselves about the site position of the plot(s) and its measurements before submitting the E- Bid.
 5. Allotment of plot will be made to the highest bidder on 99 years lease hold basis. The highest bidder for industrial plot will be required to submit the project report and other related documents for allotment

of the plot after issuance of offer letter related to acceptance of his/her bid.

6. The bid quoted by the highest bidder will be valid up-to the last day of the succeeding month i.e. by 30th or 31st as the case may be.
7. The Earnest Money Deposit (EMD) of the unsuccessful bidders will be refunded without any interest, cost or claim after the closure of the E-Auction or the extended period as decided by the RIICO. The refund of EMD of unsuccessful bidders shall be deposited in the same bank account which is specified by the bidder in the E-Auction form at the time of registration. RIICO shall not be responsible if incorrect/incomplete Bank details are furnished by the bidder in any manner. Further, EMD will not be non transferable to the other Bidder or any other property to be purchased by the same bidder through E-auction.
8. The Corporation reserves full right to accept or reject any bid(s) without assigning any reason.
9. The acceptance or rejection of the E-Auction by the Corporation of methodology adopted by the Corporation for the sale of land/plot on E-Auction platform shall not become a cause of action or ground to initiate any legal action before any court of law for obtaining any Order, Injunction, Direction etc. from the Hon'ble Court to stay the proceedings.
10. In the event of any dispute arising out of the E-Auction, such dispute would be subject to the Jurisdiction of the Civil Court within local limits of the land/plot, State of Rajasthan.
11. The Physical Possession of the plot shall be taken over by the allottee within the time period specified in RIICO Disposal of Land Rules, 1979 and amendments made therein from time to time.
12. The allottee shall adhere to the provisions of the Rajasthan Stamps and Registration Act. The registration charges and stamp duty towards registration of Lease Agreement shall be borne by the allottee.
13. The allottee shall abide by the terms & conditions of RIICO Disposal of Land Rules, 1979 and amendments made therein from time to time.
14. The allottee will follow the building regulations and parameters as prescribed for the particular use of the plot.
15. **The applicable GST is leviable on the total Premium Amount for allotment of non-industrial plot for non-industrial use i.e. on allotment of plots other than industrial plot and same will be paid by the Bidder to the RIICO.**
16. As per Income Tax proviso 194-IA a Transferee (Purchaser)/Bidder is responsible to deposit 1% TDS of immovable property which cost is 50 lacs or more than 50 lacs.

17. The bidder(s) shall not involve himself or any of his representatives in price manipulation of any kind directly or indirectly by communicating with other bidder(s). The bidder(s) shall not divulge either his bids or any other exclusive details of RIICO to any other party.
18. The decision of RIICO regarding declaration of successful bidder(s) shall be final and binding on all the bidder(s).
19. RIICO shall not have any liability to bidder(s) for any interruption or delay in access to the web-site irrespective of the cause.
20. RIICO is not responsible for any damages, including damages that result from, but are not limited to negligence. RIICO will not be held responsible for consequential damages, including but not limited to systems problems, inability to use the system, loss of electronic information etc.

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TERMS AND CONDITIONS OF PAYMENT:

- A. The intending bidder(s) have to deposit participation fees (Rs. 1000/- + applicable GST for each plot) and 5 % of the bid reserve price (i.e. area of plot x reserve rate) or Rs. 25000/-, whichever is higher as EMD online through RIICO Payment Gateway before participating in E-Auction.
- B. The highest bidder, after approval of the bid, has to deposit the following amount within 30 days from the issue of offer letter of acceptance of bid:
- I. **In case of Industrial Plot :-**
 - i. Application Fees along with applicable GST,
 - ii. 1% of *Premium amount as Security Money (Minimum Rs. 2500/- and
 - iii. 25 % of *Premium amount after adjusting amount already deposited as EMD.
 - II. **In case of Non Industrial Plot :-**
 - i. 1% of *Premium amount as Security Money (Minimum Rs. 2500/-)
 - ii. 25 % of *Premium amount and Applicable GST on Total *Premium amount as per applicable rates after adjusting amount already deposited as EMD.
- *Premium amount = Highest Bid x Area of Plot**
- C. In case the above amount as mentioned in (b) above is not deposited within 30 days, then amount deposited earlier (on account of EMD) shall be forfeited without giving any further notice. However, the Managing Director will grant time extension for deposit of such amount with interest up-to the period as prescribed by the Corporation from time to time, depending upon merit of the each case.
- D. If Bidder fails to deposit the Amount as mentioned in (b) within 30 days from the issue of the Confirmation of Auction Cum Demand Letter or extended period if any, the auction of Plot shall stand automatically cancelled and all Amounts deposited by the Bidder shall stand forfeited. RIICO will have the right to re-Auction this Plot without further reference with the Bidder.
- E. The balance 75% Premium amount shall be deposited by the allottee in installments (interest bearing) if applicable and as prescribed by the Corporation from time to time. However, the

allottee may also opt to pay balance 75% Premium within 120 days of the land allotment for which no interest will be charged.

F. All payments except mentioned at 'A' above shall be accepted through RTGS/NEFT to Concerned Unit Office Bank Account No., the details of which are as under:

- a. Name of Bank :
- b. Name of Bank Branch :
- c. Account No. :
- d. IFSC Code :
- e. Bank Address :

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PROCEDURE FOR PARTICIPATING IN E-AUCTION (FOR CITIZEN)

1. Before Participating in E-Auction, the Interested Bidder may register himself on RIICO website (www.riico.co.in) or <https://sso.rajasthan.gov.in>.
2. After Login in RIICO web portal, the bidder can view all the running e-Auctions schedules of RIICO.
3. To participate in the E-Auction, the Bidder need to pay participation fees and EMD (Earnest Money Deposit) against the plot and will follow the following steps:
 - (i) Bidder would click on **"Click to Participate now"** button on the plot for which he wants to bid.
 - (ii) The bidder would upload KYC documents and copy of project profile of the project to be setup.
 - (iii) The Bidder would accept the terms and conditions of online Payments/E-auction bidding terms and conditions **(Annexure-VI)**
 - (iv) Bidder would enter his Bid and click on **"Save"** Button to submit the Bid against the plot.
 - (v) The Bidder would also view the Bid placed by himself/herself under **"My Action"** Tab and he/she would click on the rate under **"My Bid"**.
 - (vi) He/She would also view the Bidding Trend against the plot by clicking on the rate under **"Highest Bid"**.
 - (vii) In case, Bidder wants to again bid after viewing **"Highest Bid"**, he/she would also bid the bid the against the plot and he would click on **"Action"** Button and select **"Bid Now"**.
 - (viii) A Bid page would open which shows the time left details for bidding.
 - (ix) He/She would enter the new bid and click on **"Save"** Button to submit the bid against the plot.
 - (x) Once the Bid Time is crossed, status of E-Auction will change to bid close and Bidder would not be able to submit the Bid.



DECLARATION BY BIDDER(S)

Note: This document is required to be duly filled in and signed by the bidder (s) and hereafter its scanned copy is to be uploaded on the website at the time of deposition of EMD.

UNIT HEAD,
RIICO LTD.,

1. I/We, the bidder(s) do hereby state that, I/We have read the entire E-Auction Bidding Terms and Conditions for auction of plot, General Terms & Conditions for allotment of plot through E-Auction and Terms & Conditions of Payment of the E-auction and have understood them fully. I/We, hereby unconditionally agree to abide by and to be bound by the said terms and conditions and agree to take part in the online E-auction.
2. I/We, declare that the EMD and other deposits towards purchase-price were made by me/us as against my/our offer and that the particulars of remittance given by me/us in the bid form are true and correct.
3. I/We further declare that the information furnished by me/us in the bid form is true and correct to the best of my/our belief and knowledge. I/We, understand and agree that if any of the statement /information furnished by me/us is found to be incorrect and /or untrue, the offer/bid submitted by me/us is liable to be cancelled and in such case, the EMD paid by me/us is liable to be forfeited by the RIICO and that RIICO will be at liberty to annul the offer made to me/us at any point of time.
4. I/We understand that in the event of me/us being declared as successful bidder(s) by RIICO in its sole discretion, I/We are unconditionally bound to comply with the Terms and Conditions of E-auction. I/We also agree that if my/our bid for purchase of the plot is accepted by RIICO and thereafter if I/We fail to comply with or act upon the terms and conditions of the offer letter or am/are not able to complete the transaction within the time limit specified for any reason whatsoever and/or fail to fulfill any /all of the terms and conditions, the EMD and any payments made by me/us along with the bid thereafter, is/are liable to be forfeited by RIICO.



5. I/We also agree that in the eventuality of forfeiture of the amount by RIICO, the defaulting bidder (s) shall neither have claim on the plot nor on any part of the sum for which it may be subsequently sold/auctioned.
6. I/We also understand that the EMD of all the bidder(s) shall be retained by RIICO and will be returned without interest only after the successful completion of the sale/E-auction of the plot(s). I/We state that I/We have fully understood the terms and conditions of e-auction and agree to be bound by the same.
7. The decision taken by RIICO in all respects shall be binding on me/us.
8. I / We also undertake to abide by the additional conditions if announced during the E-auction including the announcement of correction(s) and/or addition (s) or deletion (s) of terms & conditions being offered for auction.

I accept the terms & Conditions as above

