



Ease Of Doing Business

Guidelines on Land Allotment System of MIDC

As per MIDC's Disposal of Land Regulations, 1975 and as per guidelines issued in accordance with the decisions taken by Board of MIDC / Chief Executive Officer, MIDC, allotment of plots/sheds/galas in industrial areas developed by Maharashtra Industrial Development Corporation is made to the needy entrepreneurs. Following are important systems of land allotment.

1 Auction Procedure for Allotment of Plots :

In the Industrial Areas where more than 80% plots/plottable land is allotted, in such Industrial Areas, remaining plots will be allotted by way of auction. In the remaining plottable land, plots may be got carved-out from Planning Dept. (Competent Authority) and then allot newly carved-out plots by way of auction also. For this purpose, offset price may be considered taking into consideration prevailing Industrial Rate + 10% Additional Rate + Road Width Charges (if applicable). Regular advertisements will be issued through National Newspapers.

2. Direct Procedure of Allotment of plots :

In the Industrial Areas where less than 80% plots / plottable land is allotted, in those Industrial Areas, the remaining plots and plots carved out from the plottable land by Planning Department (Competent Authority) will be allotted by direct procedure . Regular advertisements will be issued through National Newspapers.

1) Procedure of submission of required documents/payment of process fee :

Online application:

The applicant may fill up the required information in online application and select the plot for allotment.



2) Submission of required documents with online application:

A) Detailed Project Report (DPR)

The DPR should include details of the following:

1. Introduction
2. Promoter's Profile
3. Constitution of the Company/ Firm: Proprietary, Partnership Firm, Pvt. / Public Ltd. Co., Society etc.
4. Registration details – Registration of Company, Partnership firm, Society, Charitable Trust etc.
5. Unit Registration details- IEM, Lol, EM, IT/ BT Registration, GST Registration etc.
6. Existing Business of the Promoters & the details thereof.
7. Location & its selection. (including rationality behind selection of location)
8. Details of the products with capacities per day in Nos. /Metric tons/ Meters.
9. Details of raw materials with required quantity.
10. Markets & its analysis.
11. Project cost details with expenditure on land, land development, building, plant and machinery, electrification, technical know-how, utilities, other fixed assets, preliminary & pre-operations, contingencies etc.
 - a) Land & its developments – area required, rate value, justification of area, land development to be carried out and its cost, special land requirements.
 - b) Building – Built up area, rate, cost of construction, block layout plan of all facilities required.
 - c) List of plant & machinery with supplier, quantity, value, imported / indigenous etc.
 - d) Electrification – List of items, Supplier, Service line charges MSEDCL charges etc.
 - e) Technical know – how: imported / indigenous, nature, supplier, cost.
 - f) Utilities – Compressed Air, Water, Steam & such other installations.
12. Means of Finance: Equity (Rupees / FDI), Term Loan, ECB, Unsecured Loan, Internal Cash Accruals etc. (including details of financial credibility of the promoter with Net worth certificate issued by C.A.)
13. Implementation Schedule with time chart.
14. Financial Analysis – Cash flow, fund flow, profitability, breakeven & Ratio analysis, debt servicing etc.
15. Details about proposed technology.
16. Source of energy to be used & measures to be taken for conservation of Energy & promotion of renewable energy.
17. **Pollution control measures:-**
 - Process flow chart with material/mass balance.
 - Block plan showing space for pollution control facilities viz (ETP, STP, HW/ SW), space for



green belt development etc.

Water budget with recycling/ reuse of treated effluent / sewage including ZLD scheme wherever possible.

Environment Management Plan

MPCB's consent copy /EC copy if obtained for existing units. Distance of eco - sensitive zone/ areas from the proposed plot location.

18. Whether proposed products are import substitute / to be exported, the details thereof.

19. Direct & indirect employment to be generated.

20. Extra land requirement in specific cases

a) For raw material storage, method of storage, storage layout & area calculations etc.

b) Finished products storage method, stacking, storage layout and area calculations etc.

c) Statutory requirement such as explosive control requirement etc.

21. For expansion projects

Utilization of existing plot, MPCB's Consent to Operate of existing plot, MSEDCL Bills, product sale bills, work order in hand details etc.

3) Criteria of scrutiny of Detailed Project Report (DPR):

1. Financial credibility
2. Innovative projects - Green & Clean energy
3. Industrial Background and experience
4. Nature of industry/production - Export / Import
5. FSI consumption
6. Employment generation



B) Constitution of the applicant:

1. Self-declaration, if the applicant is Proprietor.
2. Self-declaration of Partners if applicants are Partners of proposed Partnership firm.
3. Partnership Deed with Registration proof, if the applicant is a Partnership firm.
4. Certificate of incorporation from the Registrar of Companies, if the applicant is a Pvt. Ltd. / Public Ltd. /LLP company or other legal entity, under the Companies Act.
5. Self-declaration if the applicant is Promoter of the proposed Pvt. Ltd./Public Ltd./LLP Co. or other legal entity, under the Companies Act.
6. Registration Certificate from the Registrar of Co-op. Societies, if the applicant is Co-operative Society.
7. Combined declaration of members, if the applicants are promoters of proposed Co-op. Housing Society.

C) Details of utilization of area of plot asked for in online application and Block Plan of the proposed construction, Phase-wise development plan of project etc.

Payment of Process Fee with online application:

(1) Process Fee will be as per table given below :

Sr. No.	Area required	Amount (Rs.)
1.	Up to 10,000 Sq.M.	2000/-
2.	10,001 to 20,000 Sq.M.	4000/-
3.	20,001 to 40,000 Sq.M.	5000/-
4.	40,001 Sq.M. and above	10,000/-

(2) Calculation of 5% Ernest Money Deposit (EMD) :

Ernest Money Deposit = Prevailing industrial premium rate per Sq.M. X Area required X 5%

The Process Fee and EMD may be paid online

Meeting of Land Allotment Committee (LAC) :



The meeting of LAC will be held within one month from the publication of list of qualified and disqualified applicants after scrutiny of DPR by Technical Scrutiny Committee. In case, more than one applications are received for allotment of the same plot, the applicants will be called personally and ask them to quote premium rate and submit it in the sealed envelope. The rate quoted should not be less than the prevailing land rate of MIDC. The allotment of plot will be made to the applicant who has quoted the highest rate. For the plots which are in auction process will be allotted to the highest bidder.

Decision of Land Allotment Committee :

The minutes of Land Allotment Committee will be published on MIDC's website.

The applicant who is qualified and is allotted plot of land and who has paid 5% EMD, an offer letter will be issued to that applicant asking him to pay 20% EMD within 15 days from the date of receipt of offer letter. On receipt 20% EMD, Allotment Order, allotting plot will be issued asking the allottee to pay 75% balance premium amount within 30 days from the date of receipt of Allotment Order.

On receipt of full premium amount of the plot from the allottee, further procedures shall be completed by respective Regional Officer within 30 days.

5% EMD received with online application will be credited in Bank Account of the applicant online without any deductions, if he is disqualified by LAC. In case, the said EMD is not credited in the Bank Account of the applicant disqualified within 3 months from the date of meeting of LAC, the same will be refunded with interest @ 4% p.a.

Delegation of powers to Land Allotment Committee:

5.1 The powers are delegated to Land Allotment Committee (LAC) for allotment of plots/sheds/galas as under:

Sr.No.	Subjects	Powers delegated to LAC/Officials
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1.	Allotment of Industrial plots: A) Area up to 8,000 Sq.M. Allotment of plots to MSME up to 2,500 Sq.M.	LAC under the chairmanship of Regional Officer
	B) Area from 8,001 to 20,000 Sq.M.	LAC under the chairmanship of Dy. Chief Executive Officer
	C) Area over and above 20,001 Sq.M.	LAC under the chairmanship of Jt. Chief Executive Officer (as per work assigned)
	D) Allotment of plots/built-up galas in IT / BT Parks	LAC under the chairmanship of Jt. Chief Executive Officer (IT)
2	Allotment of Commercial plots /commercial galas	By Auction
3	Allotment of Residential Plots	By Auction except requirement of MIDC employees
4	Allotment of Built-up Sheds/Galas: A) Sheds built-up area up to 1,000 Sq.M. and Galas built up area up to 1,000 Sq.M.	LAC under the chairmanship of Regional Officer
	B) Sheds built-up area from 1,001 to 2,000 Sq.M. and Galas built-up area from 1,001 to 2,000 Sq.M.	LAC under the chairmanship of Dy. Chief Executive Officer
	C) Sheds built-up area over and above 2,001 Sq.M. and Galas built-up area over and above 2,001 Sq. M.	LAC under the chairmanship of Jt. Chief Executive Officer (as per work assigned)
5	A) <u>Allotment of available plots carved out by Planning Dept. for expansion of existing Units :</u> (1) Area up to 2,000 Sq.M. (excluding Industrial Areas of A, B and PMR zones)	LAC under the chairmanship of Regional Officer.
	(2) Area from 2,001 to 5,000 Sq. M. (excluding Industrial Areas of A, B and PMR Zones)	LAC under the chairmanship of Dy. Chief Executive Officer
	(3) All plots in Industrial Areas of A, B & PMR Zones and area over and above 5001 Sq.M. in Industrial Areas of Zones C, D and D+	LAC under the chairmanship of Jt. Chief Executive Officer (as per work assigned)
	B) Allotment of plots for expansion of existing Units after conversion of open space / amenity areas / plottable land in to industrial purpose	LAC under the chairmanship of Jt. Chief Executive Officer (as per work assigned)
6	Allotment of plots to common amenities and activities mentioned in Circular	LAC under the chairmanship of Jt. Chief Executive Officer (as per



	dt.09/02/2010	work assigned)
7	A) Allotment of plots up to 100 Sq. M. to PAPs/Handicapped persons and allotment of 15% land to PAPs against acquisition of their lands.	Regional Officer
	B) Allotment of plots to JVC/Partnership Firm formed by group of PAPs	Dy. Chief Executive Officer
8	Allotment of plots in all industrial areas under priority category (e.g. Mega Projects approved by Govt., FDI Units, Units manufacturing products/machinery for Defence Dept., Fortune Global / Economic Times companies etc.	LAC under the chairmanship of Jt. Chief Executive Officer (as per work assigned)
9	Allotment of plots by Auction (Industrial, Residential, Commercial etc.)	Auction of plots will be held with prior approval of Chief Executive Officer. After completion of auction procedure, Regional Officer will submit detailed proposal to Jt. Chief Executive Officer/Chief Executive Officer through Dy. Chief Executive Officer and Chief Accounts Officer with comparative statements of rates quoted and after approval by Chief Executive Officer, allotment of plots will be made.
10.	<u>Allotment of land for Tree Plantation / Gardening / Beautification:</u> A) Up to 8,000 Sq.M.	LAC under the chairmanship of Regional Officer
	B) Area from 8,001 to 20,000 Sq.M.	LAC under the chairmanship of Dy. Chief Executive Officer
	C) Area over and above 20,001 Sq.M.	LAC under the chairmanship of Jt. Chief Executive Officer (as per work assigned)

3. Land Allotment on Priority Basis

Plots on priority sector will be allotted to the following industries:

1. For the Applications/ industries which come under Mega projects as sanctioned by the Government Of Maharashtra, investors with large scale investment and who will start productions as early as possible and which provides large scale employment, Industrialist who will come with F.D.I. , Industrialists who provide machineries to the defence , Industries come under Fortune Global- 500/ Economic Times-200 in A and B



industrial zones and Industries come under Fortune Global- 200/ Economic Times- 500 in C , D and D+ Industrial Zones, Industries which are in LNG or PNG Transmission ,The policy of land allotment on priority bases will be continued.

2. Give priority in land allotment to such industrialists who brought FDI in states other than Maharashtra and established Industry, Fortune Global-500/2000 companies, Economic Times-200/500 companies, Forbes global-2000/Asia best- 200/ Asia best-50 companies etc. and their Holding/subsidiary companies, Industrial PSUs of Maharashtra and Central Government also Industrial PSUs of other states.
3. Applicant/Companies name should be published in the last 3 years list of Fortune Global- 500/2000 companies, Economic Times-200/500 companies, Forbes global- 2000/Asia Best-200/ Asia Best-50 companies etc. and their Holding/subsidiary companies. Also with the list such company should present their statements.
4. Priority should be given to Industrial PSUs of Maharashtra and Central Government as also Industrial PSUs of other states.
5. Priority should be given to Common Facility Centres (CFC) established by State Government under Cluster Schemes sanctioned under MSE-CDP of Central Government.
6. Applicants who applied under priority policy should submit their relevant documents.
- 7 For the land allotment in those industrial areas where land allotted on applications land rate will be calculated as Industrial rate of Plot + Road Width Charges (If required) and in those industrial areas where land allotted on open tendering land rate will be calculated as Industrial rate of Plot + 10% Additional Rate + Road Width Charges (If required).
- 8 Development period for the Industry which is given land under this policy will be of Two years from the date of possession of land or date of agreement whichever is earlier.

4. Land Allocation for Expansion Purpose:

1. For expansion, preference will be given to adjoining plot holder but it will not be his rights.
2. For expansion, demand from other Industrialist within Industrial area will be considered.
3. If for one plot more than one application is received then seniority and consumption of FSI will be considered for allotment.



4. If for one plot, more than one application received plot will be allotted through close bid system. For such bids land rate will be decided according to current rate + 10 % increased + Road width charges(if applicable).
5. Plot holder has to get Building Completion Certificate (BCC) within 2 years from the date of possession of allotment.
6. No permission will be given for transfer of plot for next 5 years and for sub-letting of plot.
7. Only production of same product or allied products will be allowed on the land allotted. Change of use of land will not be allowed till 5 years from the date of allotment of land.
8. Applicant should be original plot holder from the same Industrial Area.
9. Applicant's original industry should be in production.

Documents needed for land allocation for Expansion Purpose

1. Detailed Project Report:
2. Combined Block Plan of Utilisation of Original Plot and land demanded for expansion purpose.
3. Audit Report of last 3 years.
4. Copies of orders in hand for their product.
5. Copy of IEM Part-II/IEM Part-B.
6. Industrial license certificate, if required.
7. MPCB's Consent to Operate.
8. Documents showing unit in production (Last three years Electricity Bill, Production & Sales Abstract, Excise Registration Abstract etc.)

5. Land allotment for Project Affected person (PAP)

For land affected person 15% of acquired land for Industrial Use and 5% for Commercial Use will be allotted in the area from his land acquired. The land will be allotted at Prevailing rate on lease basis. For Commercial use minimum plot area will be 100 sq. meters.

Eligibility Criteria for land affected Person

Minimum 0.10.00 Hector of land must be acquired for Industrial area or Industrial Society.

Documents required to be submitted by Land affected Person for allotment

1. Online application.
2. Detailed Project Report (DPR) & Declaration.



3. Proposed Block Plan.
4. 7/12 Abstract certified by competent authority in which name of land affected person must be there.
5. Certificate from SLAO/SDO for land acquired.
6. The affected person has to give Certificate stating that he has not filed any court case regarding land acquisition , compensation etc.

In addition to above Legal heir of land affected person has to give following documents:

1. Inheritance Certificate from Competent Court.
2. No objection certificate from other heritage.
3. Indemnity Bond.

6. Open Space allotment

1. Open space is allotted to adjacent plot holder or any allottee within that industrial area for Tree plantation for 5 years after the approval from Land Allotment Committee or in MIDC's Board meeting.
2. Open space allotment is done at 0.1 % of prevailing industrial rate per Sq. meter per year.
3. Approval from Special Planning Authority / Concerned Executive Engineer is essential.
4. Open space should be developed within 1 year from possession; otherwise the plot will be resumed.

7. Plot allotment from Amenity Area

Plot allotment from Amenity Areas by Industrial Rate for following purposes.

1. Telephone Exchange
2. Post Office
3. S.T. Bus Stand
4. E.S.I.S. (Hospitals under Labour Insurance Scheme)

Plot allotment from Amenity Areas by Commercial Rate for following purposes.

1. Commercial Bank
2. S.T. Depot
3. Petrol Pump
4. Central Govt. & Central Govt. Program offices related with Industrial Sector



8. Allotment of Plots to Micro/Small Units, Scheduled Castes , Scheduled Tribes & Woman Entrepreneur

MIDC will reserve 20% plots for Micro, small industries and within that 5% plots will be reserved for SC & ST. & woman Entrepreneur.

9. Plot Allotment for Handicapped Entrepreneur :

1. MIDC will allot plots for handicapped entrepreneur from plots reserved for Project Affected People by online procedure.
2. Maximum size will be 100 Sq. M.
3. These plots are reserved 3% of total plots reserved for PAP plots.
4. Handicapped entrepreneurs should provide their Disability Certificate from Competent Authority of Govt. Hospitals.
