

**DSI IDC
(Relocation Division)**

Guidelines for transfer of industrial plots under the scheme of Relocation of Industries and purchased by outsiders

1. The purchasers may apply through an application form (copy enclosed) for transfer of industrial plots allotted under the relocation scheme of Industries.
2. The purchaser shall enclose therewith the complete chain of sales/ purchases of the industrial plot through the registered documents like GPA/SPA/Agreement to sell etc., of each transfer/sale taken place in the past.
3. The purchaser shall ensure cancellation of all govt. documents such as registration certificate issued by the Inds. deptt. ,MCD License ,Sale tax /Vat registration, registration of Central Excise, Surrender of Power connection etc., as the case may be , for the industrial unit earlier located at the non conforming area on the basis of which the said industrial plot under relocation scheme was allotted .
4. Physical inspection of the plot/unit in the non conforming area shall be conducted by DSI IDC to ensure closure of industry that had been functioning at the non conforming area.
5. Clearance of all outstanding dues related to the lease rent arrears, late construction penalty etc. against the said industrial plot.
6. After completion of above formalities by the purchaser, if the case found fit, DSI IDC will refer the case to lessor i.e. Hon'ble LG of Delhi to decide each case on merit for transfer as per order no. ACI(R) /CI/PF/2011, dated 10.5.2011 issued by Inds. Deptt., provided that the purchaser shall use the plot for industrial purpose only.
7. The demand for payment of UEI charges, as applicable, shall be raised by DSI IDC after the necessary approval of the lessor for transfer as per undertaking to be given by the purchaser in the application form.
8. The purchaser shall deposit the above UEI charges in terms of the governing policy and orders issued by Inds. deptt. , GNCTD, vide orders dated 26.4.2004, 11.11.2009 & 5.10.2010.
9. The transfer order shall be issued by the DSI IDC within 15 days of the deposit of the UEI charges as above

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APPLICATION FORM

(For transfer of Industrial plots allotted under the scheme of relocation of industries)

1. Particulars of Industrial plot under relocation :
- a) Original Application No. under RL scheme, 1996 : _____
- b) Plot No./Pocket/Sector/Industrial area : _____
- c) Size in Sq.mt. : _____

2. Name & Address of the purchaser (s) :
- a) Purchaser _____
- b) Co- Purchaser _____

(If there are more than 2 joint purchasers, a separate sheet be attached giving particulars)

3. Particulars regarding proof of possession : _____
4. Description of particulars in respect of complete chain of sale/purchase of industrial plot:

S.No.	Name of the Purchaser (s)	Seller/allottee	Date	Remarks
1				
2				

5. Whether applied/obtained cancellation/surrender of following govt. documents in r/o industrial unit at non conforming area to ensure closure of industrial unit:
- a) MCD Licence : (Yes/No)
- b) Sales Tax Registration certificate : (Yes/No)
- c) Surrender of power connection : (Yes/No)
- d) SSI Registration Certificate : (Yes/No)
- e) Central Excise certificate : (Yes/No)
- f) Any other govt. document (s), as the case may be. : (Yes/No)

6. Details of industrial unit being run by the transferee/purchaser at the relocation plot:
- a) Name of the unit being run : M/S _____
- b) Status of transferee/purchaser in the present firm : _____

Signature of transferee/purchaser

Undertaking

I _____ S/O/W/O _____ R/
O _____ have gone through the guidelines
for transfer of industrial plots allotted under the scheme of relocation of industries
and purchased by the outsiders.

In addition to the terms and conditions of transfer, I hereby undertake to pay
the unearned increase (UEI) or any other outstanding dues as applicable in respect of
the sale purchase/transfer of plot no.
_____ in my favour as and when
demanded by DSIIDC.

Signature of transferee/purchaser

Documents to be enclosed.

- a) Application Form.
- b) Copy of allotment letter/possession letter/lease deed.
- c) Copies of all registered documents like GPA, SPA, Agreement to sell, bill etc.
in respect of all sale purchase transactions with complete chain of
sale/purchase of industrial plot
- d) Proof of surrendering & cancellation of following govt. documents in respect
of industrial unit at non conforming area to ensure closure of industrial unit:
 - i) MCD Licence
 - ii) Sales Tax Registration
certificate
 - iii) Surrender of power connection :
 - iv) SSI Registration Certificate :
 - v) Central Excise certificate :
 - vi) Any other govt. document (s),
as the case may be.
- e) Indemnity Bond (duly notarized, format enclosed) to be furnished by the
purchaser indemnifying DSIIDC against any loss & damages, arising due to the
said transfer of industrial plot and any other reasons including mis-
representation/concealment of any material facts.

On Rs. 100/- Stamp Paper (Duly notarized)

INDEMNITY BOND

This Indemnity Bond is executed on this _____ day of _____ 2011 by
Sh/Smt _____ S/o/W/o/D/o _____
R/o _____ in
favour of DSIIDC Ltd. N-36, Bombay Life Building Connaught Circus New Delhi

WHEREAS, in records of the DSIIDC, the industrial land bearing Plot no. _____
Pocket _____ Sector _____ situated in _____ Industrial area of DSIIDC and measuring
_____ sq.mt. stands in the name of M/s/Sh./Smt. _____
by virtue of lease deed registered as document no. _____ entered in Addl Book No.
_____ Volume no. _____ at pages _____ to _____ on _____
with the Sub Registrar vide allotment letter no. _____ dated
_____. The said industrial plot was allotted under the scheme of relocation of
industries.

AND WHEREAS the original Allottee Sh./Smt./M/s. _____ has
sold his/her above mentioned plot to me/us vide documents such as GPA/SPA/Will/Agreement to
Sell etc. and DSIIDC has launched a scheme of transfer of these industrial plots in the name of the
outsiders.

AND WHEREAS I /We have applied for transfer of the said plot in my/our name on the
basis of the above mentioned documents and DSIIDC has proposed to transfer the said plot in
my/our name in place of the original Allottee mentioned above subject to completion of certain
formalities under the said scheme of transfer and approval of the lessor i.e. Hon'ble LG, Delhi on
case to case basis and on payment of outstanding dues and UEI charges as applicable.

AND WHEREAS DSIIDC has proposed to do so on our/my first executing bond to
indemnify the lessor against any losses/damages which it may sustain by reason of any claims which
may arise due to the said transfer of the said plot and any other reasons including misrepresentation /
concealment of any material facts.

AND WHEREAS in consideration to the aforesaid agreement, the Executant(s)
_____ r/o _____ and his/her heirs,
successors, executors and administrators jointly and severally undertake to keep lessor harmless
and indemnified against all claims whatsoever against the aforesaid plot of land or in respect
thereof together with all interests, losses, damages, penalty, action and demand and cost of all
kind whatsoever arising out of this transfer.

IN WITNESS WHEREOF I/WE _____ S/O
Sh _____ R/o _____ signed and delivered this
Bond on this _____ day of _____ 20 _____

WITNESS

EXECUTANT/TRANSFEEE

1

2