

Allotment Policy

Communication towers can be installed on the building/open spaces only with the permission of Estate Officer, JDA, Jalandhar subject to payment of fee fixed by the Competent Authority from time to time and subject to compliance of conditions given in the policy on the subject.

PLOT ALLOTMENT POLICY

All residential plots in GMADA urban estates shall be allotted by draw of lots except the allotment to oustees category.

PRIORITIES

To meet with the need of special categories on priority basis, reservations have been made. Reservation for different categories is as under: -

Scheduled Castes/Tribes	15%
Freedom Fighters	2%
Blind & Physically Handicapped	3%
i)Serving & Retired Defence Personnel & Para-military forces including war widows of these	4% 1%

categories. ii) 100% Disabled soldiers of Punjab domiciles. .	
Gallantry award winners from the defence services and para-military forces who have distinguished themselves by acts of bravery and valour in the defence of our country both in war and peace time.	2%
Legal heirs of army /para-military forces, the personnel killed in action (war or on law and order duty)	2%
Sports persons who are medal winners of Olympic, Common wealth or Asian games.	2%
Riot Affected and Terrorist Affected Families Note: This reservation shall be applicable to this category till 31.12.2011	5%

To avail of the reservation under any of the above categories, the applicant will be required to satisfy the following conditions/requirements besides the basic eligibility criteria:-

Category	Requirement/Condition
Scheduled/Caste/Scheduled Tribes	A Certificate issued by the competent Authority of the State Government certifying that the applicant belongs to a Scheduled Caste/Scheduled Tribe.
Physically handicapped and blinds	A Certificate from the competent Authority of the State Government certifying that the applicant is 40% or above disabled or 100% blind.
Freedom Fighter	Should be recipient of Tamrapatra issued by the Punjab Government/Government of India. Should belong to Punjab. Should not own any other

	property in their name in Punjab or any part of the country.
Defence/paramilitary forces/gallantry award winners	Should belong to the State of Punjab provided they have not already received any such discretionary quota plot/house from any other scheme in any other part of the country and also do not possess any plot/house in the city/town/Urban Estate for which the plot/house is being applied for.
Sports persons	Medal Winners of Olympic, Commonwealth or Asian games.
Gallantry awards Winners	The Gallantry awards shall be placed in the following order of priority:- Param Vir Chakra, Maha Vir Chakra, Vir Chakra, Ashoka Chakra, Kirti Chakra, Shaurya Chakra, President

	Policy Medals of Gallantry.
Riot Affected and Terrorist Affected Families	Riot affected means, a person who migrated to the State of Punjab from any other part of the Country who has been issued a red card by any Deputy Commissioner of a District of the State of Punjab and who has not been allotted a house under the riot affected persons category at Delhi or any other place in the Country and Terrorist affected means a person belong to State of Punjab holding valid certificate issued by the any Deputy Commissioner of the State of Punjab and has not availed the benefit for allotment of house/plot under this category. Decision taken in this regard by the Finance & Accounts

	Committee and instructions were issued vide letter No. PUDA-Policy/2136-49, dated 11.8.06.
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Policy for allotment of plots/ houses to the oustees is as under :-

1. Plot/house should be allotted to an oustee for his bonafide residence.
2. No application from an oustee will be entertained after a period of one year from the date of taking over possession of his acquired land.
3. Entitlement of an oustee will be governed as under :-

<u>Land Acquired</u>	<u>Size of Plot</u>	or	<u>Category of</u>
<u>Houses</u>			
a) ½ acre to 3 acre	100 Sqyd.		LIG
b) Between 3 to 5 acres	200 Sqyd.		MIG
c) Above 5 acres	500 Sqyd.		HIG

EXPLANATION

However, if on the Land there is a dwelling unit, 100 sq.yd. plot may be allotted even though the area acquired is less

than ½ acre.

1. The price chargeable for allotment of plots/houses to the oustees would be same as for general category.
2. All oustees of any joint khata would be entitled to one plot/house only.

MODE OF PAYMENTS FOR PLOTS.

1. 10% at the time of submission of application.
2. 15% within 30 days from the date of issue of allotment letter.
3. Balance 75% within 60 days if the full payment of plots is to be made in lumpsum. OR

Within 3 years alongwith interest in six half yearly instalments.

ALLOTMENT OF LAND TO INSITUTUONS

The Authority may out of institutional sites available in any Urban Estate, allot all or few sites/buildings to the institutions provided:

1. It directly serves the interest of the residents of the area in which the site or the building is situated;
2. It is generally conducive to the planned development of the area;
3. It is a society registered under the societies registration Act, 1860 or is an institution which is owned or controlled by the State Government or is constituted or established

under any law for the time being enforce;

4. It is in possession of sufficient funds to meet with the cost of land and construction of building;

Provided, the total area allotted to such institutions in each case shall be subject to the land use restrictions and zoning plans.

ELIGIBILITY

For allotment of institutional land by way of auction , the Trust and Societies Registered under the society's Registration Act 1860 and the Trust's Act 1882 respectively shall only be eligible for allotment and shall be permitted to participate in the auction through their duly authorized representatives. The entities of the Trust or Memorandum of Association or the Rules and Regulations as the case may be, must provide the main objective for which the site is to be taken. Individuals, Hindu un-divided Families(HUF), Association of Persons and Companies, whether public limited or private limited shall not be eligible.

However, in the case of allotment by way of selection, the Authority shall consider the case of each institution on its merits and shall have regard to the following principles in making the selection;

- (a) The objectives and activities of the institution and the public cause served by it since its establishment;

- (b) The financial position of the institution; (Statement of Bank account for the proceeding three years);
- (c) The present location of the institution;
- (d) The benefit likely to accrue to the general public of the locality by allotment of the institutional site;
- (e) The bonafide and genuiness of the institution as made out in the annual reports audit report etc;
- (f) The need of the institutional site by the institution for providing the necessary service in question;
- (g) Complete layout plan of the area required for allotment indicating all components including further sub components;
- (h) Constitution of the society trust association and list of executive members and their interrelationship among them, qualification and experience if any.

CONSTITUTION OF SCRUTINY COMMITTEE

For the purpose of section of marketing allotment of institutional land, the Authority may constitute a committee to be called Scrutiny Committee consisting of atleast five senior officers at the headquarter as follows:--

1. Chief Administrator, GMADA
2. Addl. Chief Administrator (F&A), GMADA
3. Addl. Chief Administrator, Mohali
4. Chief Town Planner, GMADA
5. Addl. Chief Administrator (Policy), Member Secretary.

The committee shall examine each and every case on

merit and subject to the approved policy guidelines. The recommendations of the committee shall be placed before the Finance and Accounts Committee and thereafter before the Executive Committee for consideration and approval.

CONSTITUTION OF COMMITTEE IN CASE OF ALLOTMENT BY WAY OF AUCTION:

The Auction shall be conducted by a Committee comprising following officers:

- i) Additional Chief Administrator, Mohali
Presiding Officer
- ii) Deputy Commissioner, concerned or his
Member

nominee(if the D.C. is himself present in person, he shall be the Presiding Officer of the Committee)

- 1. Additional Chief Member Administrator(Finance) or his nominee
Special
- 2. Chief Town Planner, GMADA
Member
- 3. Superintending Engineer
Member
- 4. Estate Officer
Member

The acceptance of final bid by the Presiding Officer shall be subject to the confirmation by the Chairman, GMADA who shall

consider the auction record in its entirety, including the objections, if any, alongwith comments of Presiding Officer, Chief Administrator and Vice Chairman, GMADA before confirming or rejecting final bid.

Price of land

As determined by GMADA from time to time.

Letter of intent

In case of allotments made other than by way of auction, the Trusts and Societies approved by the Competent Authority shall be issued letter of intent for completion of formalities and necessary documents.

Mode of payment

The payment schedule of the institutional sites shall be made in the following manners:

ALLOTMENT OF INSTITUTIONAL LAND ON FREE HOLD BASIS:

ALLOTMENT OF LAND BY WAY OF AUCTION:

i) SCHOOL SITES

a) The participant shall require to deposit participation fee equal to 5% of the total reserve price (Refundable/Adjustable).

b) 15% of the highest bid amount (after adjusting the

participation fee) shall be deposited at the time of fall of hammer or within one additional calendar day as the Presiding Officer, may permit.

c) 10% of the highest bid amount shall be deposited within 30 days from the date of auction. This period shall be extendable upto 3 months(only in respect of hardship cases on the written request of the allottee subject to payment of 3% surcharge on the amount due and interest @ 18 per annum for the delayed period, as per policy for condonation of delay.)

d) Balance 75% payment shall be deposited in four yearly equal installments with interest at a rate 12% per annum or as determined by the Authority. The first installment shall fall due after one year from the date of auction.

ii) INSTITUTIONAL SITES:

a) The participant shall require to deposit participation fee equal to 5% of the total reserve price(Refundable/Adjustable).

b) 15% of the highest bid amount (after adjusting the participation fee) shall be deposited at the time of fall of hammer or within one additional calendar day as the Presiding Officer, may permit.

c) 10% of the highest bid amount shall be deposited within 30 days from the date of auction. This period shall be extendable upto 3 months(only in respect of hardship cases on the written

request of the allottee subject to payment of 3% surcharge on the amount due and interest @ 18% per annum for the delayed period, as per policy for condonation of delay).

d) Balance 75% payment shall be deposited in four yearly equal installments with interest at a rate 12% per annum or as determined by the Authority. The first installment shall fall due after one year from the date of auction.

ALLOTMENT OF LAND BY WAY OF SELECTION

(a) 10% of the total reserve price shall be deposited as earnest money (refundable/adjustable).

(b) The total reserve price shall be deposited within 90 days from the date of issue of Letter of Intent. However, this period shall be extendable upto 3 months (only in respect of hardship cases on the written request of the allottee subject to payment of 3% surcharge on the amount due and interest at the rate of 18% per annum for the delayed period as per policy for condonation of delay).

(c) Balance 75% payment shall be deposited in four yearly equal installments with interest at the rate of 12% per annum or as determined by the Authority. The first installment shall fall due after one year from the date of issue of allotment letter.

ALLOTMENT OF LAND TO GOVT.

DEPARTMENTS/PUBLIC SECTOR UNDERTAKING AND INSTITUTIONS OWNED AND MANAGED BY THE CENTRAL OR STATE GOVERNMENT.

a. The token money shall be deposited by the Departments concerned at the rate approved under the policy circulated in this regard vide No. PuDA-Policy-2/6167-78, dated 20-8-02.

b. 50% of total reserve price, after adjusting the token money shall be deposited within 90 days from the date of issue Letter of Intent. However, this period shall be extendable upto 3 months(only in respect of hardship cases on the written request of the allottee subject to payment of 3% surcharge on the amount due and interest at the rate of 18% per annum for the delayed period as per policy for condonation of delay).

c. Balance 50% payment shall be deposited in four yearly equal installments with interest at the rate of 12% per annum or as determined by the Authority. The first installment shall fall due after one year from the date of issue of allotment letter.

ALLOTMENT OF INSTITUTIONAL LAND ON LEASE HOLD BASIS.

ALLOTMENT OF RELIGIOUS, POLICE STATION

a. Rs. 50,000/- as application fee shall be deposited with the application for allotment of religious and charitable institutional

sites where applications are invited through advertisement (to be refundable/adjustable).

b. Rs. 200/- per sq. yard as non-refundable security shall be charged from the successful applicants.

c. Lease money shall be charged as indicated in Annexure "A".

PROCESSING FEE

Processing fee of Rs. 5000/- shall be deducted from the applicants who applied for allotment of institutional land under the scheme for inviting applications through advertisements.

REBATE ON FULL PAYMENT

Rebate of 5% shall be allowed if the 75% and 50% balance payment is made in lumpsum without any interest within 60 days from the date of issue of allotment letter by the Institutions, Govt. Departments/Public Sector undertakings and institutions owned and managed by the Central or State Govt. respectively.

ISSUE OF ALLOTMENT LETTER

After the institution has paid 25% amount of the total cost of land and executed the requisite agreement and completion of all other formalities, the allotment letter will be issued which

shall specify the terms and conditions of allotment. However, in the case of Govt./Public Sector Undertakings and institutions owned and managed by the Central Govt. or State Govt., the allotment letter shall be issued on receipt of 50% amount of the total cost of land.

POSSESSION

After the completion of all required formalities by the institution, the possession of land shall be handed over within three months w.e.f. the issue of allotment letter to the institution, on the application made by the Institution.

OWNERSHIP

1. The ownership of land or any building constructed thereon shall vest in the Authority. The Authority shall however permit the allottee to mortgage, hypothecate the land to a financial Institution/Bank for the principle amount and interest to be accrued thereon to the extent the payment of the cost of land is made to the Authority for the purposes of raising loan for execution of construction of building.
2. The Institutional sites allotted on free hold basis by way of auction shall be made freely transferable to the Trust and Societies registered under the relevant Acts subject to the payment of a transfer fee

equivalent to 9% (nine percent) of the total value of the site to GMADA.

Full prescribed transfer fee shall be charged, if the majority of Trustees/Director/Board members are being charged.

TIME FRAME FOR COMPLETION OF THE PROJECT

The entire project will have to be completed within three years in a phased manner from the date of taking possession of land by the institution.

CANCELLATION OF ALLOTMENT

The Authority, may, however, cancel the allotment, if in its opinion, enough progress has not been made. The allotment shall also be liable to be cancelled in case there is any violation of terms and conditions as decided by the Authority from time to time.

EXTENSION FEE & PENALTY FOR NON-COMPLETION OF THE PROJECT

The allottee shall have to complete the building within a period of three years and no extensions shall be allowed beyond this period except in exceptional cases for another two years for reasons to be recorded in writing, on payment of extension fee subject to such terms and conditions as may be determined by the Govt./Authority from time to time. In case

of non-completion of the project in time, the allotment shall be liable for cancellation and the entire amount deposited shall be forfeited in favour of GMADA.

REGULATIONS OF CONSTRUCTION

1. All development and construction will be done as per the regulations, bye laws & Zoning restrictions applicable to the area and as indicated by the Authority to the allottee.
2. All the development and building plans will have to be got approved in advance from the Authority and development will be done only as per the approved plans. However, to ensure that delays in the grant of approvals of any kind to the allottee do not cause undue delays in the execution of the project, the Authority will issue all required approvals promptly.

INSPECTION BY AUTHORITY OFFICIALS

The allottee will permit the Authority functionaries to inspect any or all works connected with the execution of the project for ensuring that all terms and conditions proposed by the Authority at the time of allotment of land are being observed and that the development is being done strictly in accordance with the approved plans and the quality of works conforms to generally minimum specifications for such Project.

ARBITRATION

All disputes and differences arising out of it in any way touching or concerning the allotment or execution of the project shall be referred to the Chief Administrator as a sole Arbitrator or any other officer appointed by him on his behalf. The decision of such arbitrator shall be final and binding on both the parties.

These guidelines will apply in the Urban Residential Estates of GMADA and not Sectors/Urban Estates set up for the Institutions for which rates & mode of allotment will be decided separately.

POLICY FOR ALLOTMENT OF COMMERCIAL PLOTS

All commercial plots i.e. booths, SCOs, SCFs special shops etc. are allotted by way of open auction after wide publicity through print Media.

Payment Schedule for Commercial Plots

1. Eligibility fee for participating in the auction is as follows:-

For booths	Rs. 5000.00
For Special shops	Rs. 10000.00
For SCF/SCO	Rs. 15000.00

1. 10% of the bid amount is required to be paid at the fall of hammer.
2. 15% of the bid amount is required to be paid within 30 days from the date of auction.
3. 75% of the bid amount is required to be paid within 60 days without interest or in four equated yearly

installments with interest @12% P.A.

HOUSE ALLOTMENT POLICY

Housing schemes offering houses to the general public under social housing are made public through print media by issuing press notes and advertisements. After wide publicity of each scheme brochures containing application forms are made available through special counters opened at Estate Office and various banks authorised for sale and receipt of application forms. Applications are scrutinized after closing date of each scheme or after draw of lots. Having completed the process of scrutiny draw of lots is taken out for allotment of houses. Public and applicants are intimated about the date, time and venue of the draw through press. Draw of lots is taken out amidst security and senior officials of GMADA and members of public present on the occasion are offered to take out the numbers.

All houses constructed by GMADA under social housing schemes have been divided into three categories for allotment purposes.

ALLOTMENT OF HOUSES ON HIRE PURCHASE BASIS

The mode of recovery under this category of allotment is as under: -

1. 10% of the total price of the house is paid by the applicant

at time of submission of application.

2. 15% of the cost less earnest money is paid within 60 days from the date of allotment letter to complete 25% of the total cost of the house required to be deposited at the time of allotment.

3. Balance 75% of the total cost of the house is paid by way of 156 equal monthly installments with interest

SPECIAL INCENTIVES

Allottees making lump sum payment would be entitled to a rebate equivalent to 10% of the principal amount outstanding at the time of making such payment. This is applicable in the allotment of houses where allotments are made on monthly installments basis. 5% discount is applicable in case of residential plots/commercial plots where allotments are made on annual/half yearly instalment basis.

There is a provision to reserve ground floor houses for applicants who are 100% handicapped.

ELIGIBILITY

All citizens of India are eligible for registration with GMADA for the purchase of house provided :-

1. He/She is not less than 18 years old.

2. His/Her monthly income is within the limits prescribed in the

advertisement got published by GMADA inviting applications for allotment of houses under a particular scheme.

3. He/She or any of his/her dependent does not own a plot/house in the urban estate in which the house is being applied for except ancestral property. He/She will also produce an affidavit in this regard on non-judicial stamp paper duly attested by the Ist Class Magistrate.

PRIORITIES

i) Scheduled Castes/Tribes	15%
ii) Freedom Fighters	2%
iii) Blind & Physically Handicapped	3%
iv) Serving & Retired Defence Personnel & Para-military forces including war widows of these categories.	4%
v) 100% Disabled soldiers of Punjab domiciles	1%
vi) Gallantry award winners from the defence services and para-military forces who have distinguished themselves by acts of bravery and valour in the defence of our country both in war and peace time.	2%

vii) Legal heirs of army /para-military forces, the personnel killed in action (war or on law and order duty)	2%
viii) Sports persons who are medal winners of Olympic, common wealth or Asian games.	2%
ix) Riot Affected and Terrorist Affected Families Note: This reservation shall be applicable to this category till 31.12.2011	5%

To avail of the reservation under any of the categories, the applicant will be required to satisfy the following conditions/requirements besides the basic eligibility criteria:-

Category	Requirement/Condition
Scheduled/Caste/Scheduled Tribes	A Certificate issued by the competent Authority of the State Government certifying that the applicant belongs to a Scheduled Caste/Scheduled Tribe.

<p>Physically handicapped and blinds</p>	<p>A Certificate from the competent Authority of the State Government certifying that the applicant is 40% or above disabled or 100% blind.</p>
<p>Freedom Fighter</p>	<p>Should be recipient of Tamrapatra issued by the Punjab Government/Government of India. Should belong to Punjab. Should not own any other property in his/her name in Punjab or any part of the country.</p>
<p>Defence/paramilitary forces/gallantry award winners</p>	<p>Should belong to the State of Punjab provided they have not already received any such quota plot/house from any other scheme in any other part of the country and also do not possess any plot/house in</p>

	<p>the city/town/Urban Estate for which the plot/house is being applied for.</p>
<p>Sportspersons</p>	<p>Medal Winners of Olympic, Commonwealth or Asian games.</p>
<p>Riot Affected and Terrorist Affected Families</p>	<p>Riot affected means, a person who migrated to the State of Punjab from any other part of the Country who has been issued a red card by any Deputy Commissioner of a District of the State of Punjab and who has not been allotted a house under the riot affected persons category at Delhi or any other place in the Country and Terrorist affected means a person belong to State of Punjab holding valid certificate issued by the any Deputy Commissioner of the State</p>

of Punjab and has not availed the benefit for allotment of house/plot under this category. Decision taken in this regard by the Finance & Accounts Committee and instructions were issued vide letter No. PUDA-Policy/2136-49, dated 11.8.06.