

**Sub:- Circular for Allotment, Utilization and Transfer of plots in GIDC**

The present Land Allotment Policy of the GIDC contains a comprehensive framework designed to facilitate industrial development in Gujarat. In order however, to enhance GIDC's effectiveness in supporting the economic growth of the State and have optimum resource utilization in the evolving industrial landscape, it is considered necessary to supersede relevant sections of the existing policy/Circulars, it is hereby resolved to make the following Land Allotment Policy, namely "GIDC 2024 Policy for Land allotment, utilization and transfer".

**1. Categorization of GIDC Estates**

- 1.1 All GIDC estates shall be categorized into 2 categories, Category A and Category B, based on Takeoff of allottable industrial area (as per the DD plan). This shall facilitate the GIDC in preparation of a curated strategy for different kinds of estates, based on their takeoff and to enhance industrial development across the state and facilitate more efficient land allocation.

Categories	Parameter
Category A	< 50% of the total allottable area (i.e., Industrial Area) has been allotted
Category B	>= 50% of the total allottable area (i.e., Industrial Area) has been allotted

- 1.2 It is clarified that, any new estate that is introduced for allotment shall automatically be kept in Category A till it reaches 50% of allotment.
- 1.3 In exceptional cases, where the allotment has not been done because of external factors like ongoing litigation etc., the estate may be placed in a higher category based on approval by the GIDC Board.

**2. Land Allotment****2.1 Application Window**

- 2.1.1 Timeline to open the application of the window:

Categories	Application Window
Category A ( $<50\%$ )	<ul style="list-style-type: none"> <li>✓ <b>Bimonthly</b> for a period of <b>15 days</b>.</li> <li>✓ <b>The application window shall be opened on a fixed day</b> (Second Monday of January, March, May, July, September, November), (in case of any public holiday, the window may be opened on next working day).</li> </ul>
Category B ( $\geq 50\%$ )	<ul style="list-style-type: none"> <li>✓ <b>Quarterly</b> for a period of <b>15 days</b>.</li> <li>✓ <b>The application window shall be opened on a fixed day</b> (Second Monday of February, May, August, November), (in case of any public holiday, the window may be opened on next working day).</li> </ul>
Disposal of Application	All applications to be disposed within <b>15 – 30 days</b> from the last date of application window (based on number of applications)

2.1.2 Based on above, GIDC shall publish a calendar for application window for the entire year.

2.1.3 In special cases, the GIDC may decide to open the application window for a designated duration over and above the existing application window.

2.1.4 The category of estates (as category A and B) shall be reviewed by General Manager – Pre-Allotment after each allotment cycle.

## 2.2 Land Allotment

### 2.2.1 Allotment of plots with size $< 3,000$ sq. mtr.

(a) For allotment of plots in Category A estates, for plots size  $< 3000$  sq mtr., the application shall be disposed at regional level. The allotment in such cases shall be made by the concerned Divisional Manager with opinion from Regional Manager and Executive Engineer.

(b) For Category B estates, the prevailing system shall continue. i.e. the field office shall submit the application with opinion and other details to Pre – allotment branch at Head office. The pre-alt branch shall then submit with opinion to VCMD for final approval.

### 2.2.2 Allotment of plots with size $\geq 3,000$ sq. mtr.

(a) For cases with plot size  $\geq 3,000$  sq. mtr., the application shall be evaluated by the Screening Committee at Head Office.

(b) Following Screening Committee shall be responsible for scrutinizing of land applications done to GIDC:

- i. VCMD and/or Jt. MD – GIDC
- ii. CE – GIDC



- iii. General Manager - Pre-Allotment
- iv. Divisional Manager (Member Secretary)
- v. Town Planner – GIDC (ATP)
- vi. GPCB Officer
- vii. Sector Expert, if required, to be nominated by VC&MD for providing external inputs to the committee:

Indicative Sectors may include Chemicals and Petrochemicals, Pharmaceuticals, Automobile, Engineering, Agro-Processing, General manufacturing from institutions of repute.

- viii. Any other sector expert such as financial experts based on the prevailing requirement, if any.

**2.3 Land Utilization:** The plot shall be considered utilized, if the allottee has,

- 2.3.1 obtained permanent power connection, and
- 2.3.2 furnished power consumption statement (bills) from the date of release of connection, and
- 2.3.3 atleast 20% ground coverage construction, (excluding exempted category as defined in Transfer Policy vide Circular No. GIDC/Policy/Post-Alt/09 Dt. 22/06/2022, as may be amended from time to time)

#### **2.4 Land allotment conditions**

- 2.4.1 Allottees shall be given a moratorium period of 4 years (for plot size up to 1 lakh sq. mtr.) and 5 years (for plot size > 1 lakh sq. mtr.) from the date of possession for utilizing the allotted plot.
- 2.4.2 In case the allottee is not able to utilize the plot within the time period prescribed above, the moratorium may be extended for a period of up to 2 year (for plot size up to 1 lakh sq. mtr.) and up to 1 years (for plot size > 1 lakh sq. mtr.), by GIDC subject to the fact that the applicant has already obtained Plan approval and commenced construction. No additional fees shall be required to be paid by the applicant for such extension.
- 2.4.3 The applicant is required to apply for plan approval within 6 months from the date of possession to relevant authority. Subsequently, the concerned authority shall be required to dispose the application, within 30 days of receipt of complete application for plan approval.
- 2.4.4 Utilization Certificate shall be issued by Regional Manager – GIDC (for plot area upto 20,000 sq. mtr.) and Divisional Manager – GIDC (for plot area more than 20,000 sq. mtr.), as the case may be.

- 2.4.5 Subject to the fulfilment of para 2.3, 2.4.1 and 2.4.2, the lease shall be for a period of 99 years.
- 2.4.6 The allottee shall have the option to surrender the plot to GIDC, within the time limit prescribed in 2.4.1 or 2.4.2, as the case may be. In such cases, the amount to be refunded to applicant shall be calculated as per the prevailing GIDC policy for surrender of plots.
- 2.4.7 In case the plot has not been utilized within the time limit prescribed in 2.4.1 or 2.4.2, as the case may be, and the allottee has not surrendered the plot as per clause 2.4.6 above, the tenure of the said plot shall stand automatically curtailed after a period of expiration of one month from the last day of the time limit prescribed in 2.4.1 or 2.4.2, as the case may be, and the concerned officer of the GIDC shall be entitled to enter upon and take possession the plot. The person to whom the OCA has been issued for the said plot shall handover physical possession without any demur. In such cases, no amount shall be paid back to the allottee by GIDC.
- 2.4.8 Transfer of unutilized plots is strictly prohibited (within moratorium period or beyond moratorium period) except in the case of death of allottee, wherein transfer is to be made in favor of legal heirs.
- 2.4.9 Transfer of unutilized plots, by way of informal transfer shall also be strictly prohibited (within moratorium period or beyond moratorium period) and in such cases, the license agreement or lease deed, as the case may be, shall automatically stand terminated.
- 2.4.10 The conditions described in this section 2.4 shall only be applicable to plots allotted after the issuance of this Circular.

## **2.5 Reservation of Adjoining plots**

- 2.5.1 The prevailing policy for reservation of adjoining plots (vide Circular No. GIDC/O&M/CIR/Pre-Alt/Policy/18; Dt.: 17/12/2022) is hereby terminated and no such reservation of plots shall be made from the date of issuance of this Circular.

## **2.6 Saturated Estates**

- 2.6.1 **Definition:** Estates which reach the threshold of allotment of 90% of allottable industrial area shall be categorized as "Saturated Estates".
- 2.6.2 In case the allottable industrial area goes below criteria of saturated estates, the Estate shall become unsaturated, and plots shall be allotted as per applicable unsaturated estate criteria (until saturated criteria is reached again).
- 2.6.3 The status of estate being saturated or unsaturated shall be reviewed by General Manager – Pre-Allotment after each allotment cycle and before opening of next allotment window.



- 2.6.4 The industrial plots in saturated estates shall be allotted only through auction.
- 2.6.5 **Scrutiny of applications before auction:** Applications will be scrutinized by the screening committee (as constituted in para 2.2.2 (0)) before the auction and the auction shall be conducted among the eligible applicants.

### **3. Annexure 1: Procedure for land allotment after screening**

- 3.1 After the screening, the shortlisted applicant shall be issued an "Offer cum Allotment Letter" (OCA) by concerned authority of GIDC, and such applicant shall hereby be referred as "the allottee".
- 3.2 Subsequently, the allottee shall have to make down-payment to GIDC (as per prevailing policy) within a period of 60 days from the date of issuance of OCA.
- 3.3 After the payment prescribed in 3.2 above, GIDC shall hand over the possession of the plot to the allottee by issuing a "Possession Receipt" and enter into a "License Agreement", in prescribed format. The allottee shall be required to utilize the plot within the time limit prescribed in 2.4.1 or 2.4.2, as the case may be.
- 3.4 The allottee can enter into a lease deed with GIDC only after entire payment for the plot is made by the allottee to GIDC.
- 3.5 In cases, where the lease deed is executed before the completion of moratorium period, as prescribed in 2.4.1 or 2.4.2, as the case may be, but the plot is not utilized within the period as per provisions of para 2.3, the tenure of allotment shall stand automatically curtailed after a period of expiration of one month from the last day of the time limit prescribed in 2.4.1 or 2.4.2, as the case may be, and the concerned officer of the GIDC shall be entitled to enter upon and take possession the plot.

Sd/-

Dr. Rahul Gupta

Vice Chairman and Managing Director  
GIDC, Gandhinagar

Copy to :

- All Concern Officers
- The President Federation of Industries Association, Gandhinagar.
- The President of All GIDC Industries Association.
- The General Manager (S&A) GIDC Gandhinagar.

  
Manager(Est)  
GIDC, Gandhinagar