

- 498
- ii) Resurvey fee for the land area beyond one acre
- Rs.1200 per acre  
or part thereof  
over and above 1  
acre
12. For licensing of open/covered space inside Dock Interior Zone for storage of Import/export goods, the license fee will be charged at the following rates per 100 sq. mtrs. per Month.
- |                  | Suggested         | Rent       |
|------------------|-------------------|------------|
|                  | per 100 sq. mtrs. | per month. |
| a) Open Space :  |                   |            |
| i) Bare land     | Rs. 4826/-        |            |
| ii Hardstand     | Rs. 7504/-        |            |
| b) Covered Space |                   |            |
| i) Pucca roofed  | Rs. 15,895/-      |            |
| ii) AC/CI roofed | Rs. 11,921/-      |            |



## NOTES:

- A. For allotment of land / building (other than licensing of land / building inside Dock Interior Zone for storage of import/export cargo)

## I. LEASE

- 1.a) Lease of land /buildings shall be granted by inviting tender-cum-auction methodology through a competitive bidding process over and above the reserve price of such plots, which shall be the updated SoR notified by the Competent Authority, save and except in the following cases:
  - (i) For establishment of common utilities by local bodies like sewage plant, Government Schools and colleges and hospitals, bus terminus, cremation ground, water treatment plant etc. land can be allotted by the Port Trust on nomination basis provided, allotment is in the interest of the Port. The land allotted to such entities is to be used exclusively for the purpose for which it has been allotted and under no circumstance, the usage can be changed. No transfer/sub-letting of such lease will be permitted. Concession up to 75% on the annual lease rent arrived at on the basis of updated SoR may be granted to government schools and colleges. Concession in lease rent can be provided by the Port's Board as provided under para (iv) below for establishment of common utilities by local bodies like sewage plant, hospitals, bus terminus, cremation ground, water treatment plant etc. provided, they are in accordance with approved master plan of the city and the land is not required for the Port's own use.
  - (ii) Land can also be allotted on nomination basis to Government Departments, Statutory Local Bodies, Statutory Authorities/Autonomous Organizations under State/ Central Ministries, Central Public Sector Undertakings (CPSUs), State Public Sector Undertakings (SPSUs) and security agencies like State Police, CISF, Coast Guard and Navy, subject to the availability of land and on the basis of updated SoR.
  - (iii) In cases where any CPSU/SPSU/Statutory Authority enters into Joint Ventures (JV) with private party/parties and the said CPSU/SPSU/Statutory Authority is the lead promoter and has the largest share-holding in the said JV, Port 's Board may decide to allot land to them also on nomination basis with the approval of the Port 's Board after incorporating appropriate safeguards provided:
    - a. Before allotment, JV is formed.
    - b. The lead promoter (i.e. CPSU/SPSU /Statutory Authority, etc.) is to continue as lead promoter with more than 50% share till the expiry of lease.
    - c. If the share of lead promoter becomes equal to or less than 50% of the total share, it will be treated as a breach.
  - (iv) Concession may be granted to security agencies and Government Departments only up to 50% of the annual lease rent. However, in respect of land to be allotted to Government departments which are essential to the functioning of the Port like Customs, electricity department, health department and for core security functions, concession up to 75% of the annual lease rental may be considered by the port. But such concession may be given for only small extent of land required for core operational purposes imperative for Port functioning and not otherwise. The issue of granting concession and the quantum may be decided on a case-to-case basis by the Port's Board, after recording the reasons in writing.



## 2. Period of Lease:

Leases may be granted upto a maximum cumulative period of 30 years by the Port's Board. Leases beyond 30 years for capital intensive investment like tank farms, refineries etc. may also be granted with the approval of the Central Govt.

## 3. Renewal of leases will be governed by the prevailing Land Policy Guidelines.

## 4. Methodology of granting leases through nomination:-

- a. The land may be leased by the port on nomination basis either on (i) Upfront basis on payment of one time upfront amount for the entire lease period and a nominal lease rent of Re 1/- per sq. mtr. per year for the currency of the leased period or (ii) on Premium (annual rent basis).
- b. For land leased out on nomination on upfront basis, the upfront rent shall be calculated on the basis of Net Present Value (NPV) of annual lease rentals for the entire period of lease escalating the applicable rent as per prevailing SoR, annually by 2% and discounting annually by the rate of the longest-term G-sec rate as per the RBI Bulletin at the time of issuance of offer. In addition, Re.1/- per sq. mtr. per year shall be charged as nominal annual rent every year or part thereof, during the entire period of lease. GST etc. as applicable shall be payable extra.
- c. For land leased-out on nomination on annual lease rent basis, annual lease rent for the 1<sup>st</sup> year will be calculated based on the updated SoR. From the 2<sup>nd</sup> year onwards, the rate of rent will be escalated in terms of provision under item-(A) (iii) (1) (i) of this NOTES, based on which the annual rents will be calculated.

## 5. Methodology of granting leases other than through nomination

- a. The land may be leased by the port through tender-cum-auction either (i) on upfront basis on payment of one time upfront amount for the entire lease period and a nominal lease rent of Re 1/- per sq. meter per year for the currency of the lease period or (ii) on premium (annual lease rent) basis.
- b. For leases granted through tender cum auction methodology on upfront payment basis, upfront rent will be calculated on the basis of the Net Present Value (NPV) of annual lease rentals (at the quoted and accepted rate of rent) for the entire period of lease, escalating the applicable rent annually by 2% and discounting annually by the rate of the longest-term G-Sec rate as per the RBI Bulletin at the time of issuance of tender. In addition, a nominal lease rent of Re 1/- per sq. mtr. per year shall be charged as nominal annual rent every year or part thereof, during the entire period of lease.
- c. For leases granted through tender cum auction methodology on Premium (Annual lease rent) basis, Annual lease rent for the 1<sup>st</sup> year will be computed based on the highest accepted quoted amount towards land rent. In addition, GST etc. as applicable shall be payable. From the 2<sup>nd</sup> year onwards, the rate of rent will be escalated in terms of provision under item A (III)(1)(ii) of this NOTES, based on which the annual rents will be calculated.

Note: In both the cases as at item 5a & 5b above, the bidders will have to quote upfront payment / annual lease rent rates over & above the reserve price which shall be the updated SoR notified by the Competent Authority.

## 6. Transfer of leases

The lessee may be allowed to transfer the lease as per extant laws after obtaining prior approval of the SMPK Board provided transferee takes over all the liabilities of the original lessee/allottee. Such transfer shall be for the remaining duration of the lease and in accordance with the Land Use Plan of the Port. Before allowing such transfer, the SMPK shall recover-



## (i) In case of leases granted on upfront basis

In case of those lands which were originally given on lease on upfront rental basis, the transferors per the extant laws may be allowed subject to the transferee agreeing to pay the following:

- (a) An undertaking for payment of the upfront rental as calculated on pro-rata basis for the balance period; and
- (b) A fee equal to 50% of the pro-rata upfront rental payable up to the time of transfer.

## (ii) In case of leases granted on annual lease rent basis transfer may be allowed subject to

- (a) An undertaking for payment of the annual lease rental for the balance period; and
- (b) A fee equivalent to 50% of the total lease rent payable by the original lessee upto the time of transfer

## (iii) Transfer of lease shall not be permitted where land was initially been allotted on nomination basis or at concessional rates of lease rent.

## (iv) In respect of cases where the transferors extract premium on the transfer of the lease, 50% of such premium is to be paid to SMPK.

## 7. Mortgage

SMPK will grant NOC for mortgaging of lease hold interest only in favour of reputed financial institutions / scheduled banks subject to SMPK retaining the first charge on them and recovery of fee as will be decided by the Board and other terms & conditions as per provisions of Land Policy Guidelines prevailing from time to time and directives of Central Government in the matter as applicable.

## 8. Sub-lease/ Subletting:

## (i) In case of all future long-term leases, existing leases where subletting has been prohibited explicitly &amp; leases granted after 2014, no subletting will be allowed.

## (ii) The existing lease holder may be allowed to sublet/partially sublet the leased premises from a prospective date to another party for the same purpose for which it was originally allotted, provided, the lease deed has enabling provision for the same. Also, purpose of such subletting shall be in accordance with the Land Use Plan and before allowing this, the Port shall recover 50% of the rent charged by the lessee from the sub-lessee or 50% of the updated SoR, whichever is higher, for the entire period of sub-lease, irrespective of the fact whether land was originally allotted on upfront basis or annual rental basis. It is clarified that the original lessee would continue to remain responsible for payment of lease rent and for adherence to the terms and conditions of the lease. It is further clarified that leased premises shall also include structures built on leased land for the purpose of recovering of subletting fees. Exemption from collecting subletting fees may be given in case of FTZ, SEZ, Multi Modal Logistic Parks, etc. wherein the business model is based on subletting only.

## (iii) No subletting will be allowed for leases granted on nomination basis.

## 9. Surrender of lease:

Leased land may be surrendered to SMPK any time after 2 years from commencement of lease unless otherwise anything to the contrary is mentioned in the covenants of the lease. For any surrender of lease, at least 6 (six) months' notices will be required. If any lessee wants to surrender within first 2 years of commencement of lease, he will have to pay lease rent for 2 years. In case of surrender, the lessee will get refund of upfront rent paid for the unutilized portion of the lease, as per the



following formula: -

The difference of

- NPV of original lease period and
- NPV of the enjoyed years of lease, calculated at the same base rate of rent and same G-Sec rate, as considered for calculation of NPV for the original lease period, at the time of allotment.

10. Change of use of leased land:

Change of use of leased land may be permitted on receipt of prior application, in case such change is in conformity with the Land Use Plan and the lease covenants and subject to payment of -

- i) Higher rate of rent for the new usage as per extant updated SoR, w.e.f. the date of change of purpose (In case the existing rate is higher than the proposed rate of New Purpose, the existing rate will continue with annual escalation rent revision etc. as per lease covenants) and
- ii) Fees equivalent to lease rent (applicable as per [i] above) for 6 months and applicable GST

11. SMPK's right to resume possession and impose MGT

- a) SMPK shall have the right to resume possession of the leased land in public interest before expiry of leased period. In such cases, subject to availability of land, the lessee may at the discretion of the SMPK Board be given an option to relocate the activities in another suitable location to be offered by SMPK, as per the land use plan or refund of proportionate upfront rent if the land was leased on upfront basis.
- b) SMPK would have the option to prescribe Minimum Guaranteed Traffic / Minimum Guaranteed Revenue as conditions for fresh leases if deemed fit.

12. Mutation:

The following cases will be treated as cases of mutation and for granting such mutation, a fee equivalent to 5% of the 12 months' rent (excluding applicable taxes, Duties, Cesses) or Rs.20,000/- (excluding applicable taxes), whichever is higher, shall be recovered. In case, there are multiple plates in the name of one lessee, mutation charges are to be paid separately for each plate.

- (i). In case of death of a lessee, mutation to his legal heir or legal successor or representative.
- (ii). Mutation consequential to the order of the court or as per new Certificate of Incorporation as per Registrar of Companies.
- (iii). Mutation consequential to lessee becoming subject to laws of insolvency or liquidation
- (iv). Gratuitous mutation to any of the legal heirs due to old age, infirmity or some other valid reasons

14. The existing leases will be governed by the relevant covenants of the respective leases.

II. License

(1) Inside Custom Bond area :

The land / buildings / structures inside custom bond area shall be allotted on license basis



only, as per provisions framed and approved by Competent Authority from time to time.

(2) Outside Custom bond area:

License of land/ building outside Custom bound area can be allotted only for port related activities and for cases where it will not be feasible to make such allotments on lease basis. Such licenses will be granted normally through tender cum auction procedure. In cases where the tender cum auction is not possible, the land / buildings/ structures may also be allotted on license basis at the updated SoR rates. Besides, other methodology and conditions as applicable in case of licensing of land inside the Custom bond area will also be applicable.

III. Other Conditions

1. Escalation of Rates:

- (i) All the rates indicated in the SoR shall get automatically escalated by 2% per annum after expiry of one year from the effective date of implementation of this Instant Rent Schedule and after every year thereafter, and the escalated rates shall be considered as the prevailing Scheduled Rent for the concerned year.
  - (ii) Rates of all future leases on annual basis / 5-year licenses will get escalated every year (each year shall be reckoned from the date of commencement of lease/license i.e. date of handing over possession of the land concerned on observance of required formalities) by 2% (or such percentage as would be prevailing in subsequent revisions of SoR during the tenure of the lease / license), of the rent payable in the preceding period or will be the scheduled rent then in force, whichever is higher.
- During the tenure of the lease/license, if the scheduled rate of rent becomes higher than the rate of rent / license fees at which rent/license fees is being paid by the lessee/licensee, the scheduled rate of rent/license fees will be applicable straight-away from the date the scheduled rent/license fees becomes applicable. Thereafter, the rent / license fee will be escalated as per the provisions of the SoR prevailing at the relevant point of time.
- (iii) In case of existing monthly licenses and way-leave permissions, the escalation of license / way-leave permission fees will be guided by the respective terms of license / way-leave permission.
  - (iv) The existing leases will be governed by the relevant covenants of the respective leases.

2. Payment of rent / license fees etc.:

- (i) The existing leases will be governed by the relevant covenants of the respective leases.
- (ii) In case of future lease of land / building on annual lease rent basis, licenses granted on 11 months basis as well as licenses initially granted for more than 11 months but upto 5 years, the annual rent / license fees will be paid by the lessees/licensees in advance.

In such cases, the rent / license fee, whether demanded or not, shall be paid by the licensees / lessees on or before the 15<sup>th</sup> day from the date of beginning of each year (reckoned from date of commencement of lease/license), / date of beginning of license period for which the advance rent / license fee etc. is due.



- (iii) For other cases of licenses, the license fee, whether demanded or not, shall be paid by the licensees on or before the 15<sup>th</sup> day of each month/year (reckoned from date of commencement of license), succeeding that for which the license fee is due.
- (iv) In case of way leave permission, the annual way leave permission fees / nominal annual way-leave permission fee, whether demanded or not, shall be paid by the concerned party on or before 15<sup>th</sup> day of the calendar year succeeding that for which permission fee etc. is due.
- (v) Any other dues shall be paid by the lessee / licensee / party concerned within fifteen days from the issue of payment notice.

### 3. Security Deposit:

All lessees/licensees shall deposit and/or maintain non-interest-bearing Security Deposit (SD) before grant of any lease/ license in the following manner, where, subsequent to lessee/licensee handing over of vacant, peaceful, unencumbered possession of the concerned land and/or structure to SMPK, SD, after adjusting dues of SMPK, if any, will be refunded to the concerned lessee/licensee: -

- (i) Long term lease on Annual Rent Basis:

SMPK shall keep SD equivalent to two years' rent plus 18% Administrative deposit.

- (ii) Long term lease on upfront Basis:

SMPK shall keep SD equivalent to two years' nominal rent plus 18 % Administrative deposit.

- (iii) License initially granted up to 11 months:

SMPK shall keep SD equivalent to three months' license fee + 18% Administrative deposit for land/ structure/ quarters.

In case, licensee chooses to pay the total license fee for the license period in advance, only one month's license fee + 18% Administrative deposit is to be deposited as S.D.

- (iv) License initially granted for more than 11 months but up to 5 years -

Licensee would pay SD equivalent to 50% of the annual licence fee (plus administrative deposit @18% for land / structure).

In case, licensee chooses to pay the total license fee for the license period in advance, only one month's license fee + 18% Administrative deposit is to be deposited as S.D.

### 4. Penal Charges for Encroachment :

Without prejudice to other appropriate action being taken, penal charges at 3 (Three) times the respective zonal rate of rent/license fee as per prevailing Schedule of Rent (SoR), will be recovered for encroachment of SMPK's land/building at Haldia for the first month of encroachment. For the period thereafter, the penal charges shall be recovered at 4 (Four) times the respective zonal rate of rent/license fee as per prevailing Schedule of Rent (SoR) for the encroached area.

### 5. Compensation

In the event of expiration/ termination/ determination of lease/ license and despite receiving



the notice thereof or forfeiture of lease/license on account of change of user, assignment, etc, if the lessee /licensee continues to occupy the premises unauthorizedly, the lessee or the licensee shall be liable to pay compensation for wrongful use and occupation of the premises at three (3) times the annual lease rent/license fee based on the latest SoR, till the vacant possession is obtained by the Port. In case of land allotted on upfront basis, the equivalent annual rent would be calculated on pro-rata basis. This provision will be invoked irrespective of whether the same is contained in the Lease Deed / terms & conditions of License or not.

6. Penal Interest:

- i) Simple Interest @ 12.00% per annum on the outstanding rent / License fee, upfront rent / Advance rent / license fees/ way leave permission fees, penal charges for encroachment/ unauthorized occupation, compensation, occupational charges, water charges and other demands (as indicated in bill/invoice/demand notice) will be recovered from the due date, if the same is not paid within one month of the due date. The aforesaid rate of interest would be applicable for all future leases, licenses and way-leave permission and other permissions.
- ii) The existing leases/ licenses/ way-leave permissions would be governed by the provisions of the respective leases/ licenses/ way-leave permissions in this regards.
- iii) In case of restoration of leases/licenses (earlier determined / terminated) as well as in case of compensation, where issuance of Bill/Invoice/Demand Notice were discontinued, the lessee/licensee will be liable to pay rent/license fee/compensation charges etc. along with applicable interest considering 15th day of each succeeding month due date for payment for the preceding month for the restored period of lease/license.
- iv) The 'due date' for the purpose of levy of interest shall be the date as mentioned in the bill / invoice / Demand Notice concerned, excepting for the cases covered under sub clause-(iii) above.

7. Termination & imposition of penalty:

- a) In case the leased land is not used for the purpose for which it is granted, within two years of its allotment or as decided by the SMPK Board, the lease will be liable for termination and the possession of the land so allotted will be resumed by SMPK.
- b) If a lessee breaches / violates any provisions of Lease Agreement, the SMPK Board would reserve the right to impose appropriate penalty on the lessee or terminate the lease depending upon the nature / magnitude of breach / violation. Such penalty may be imposed after giving a reasonable opportunity to the lessee to present his case.

8. Other utilization of land :

- (i) When entering into a joint venture for improving Port connectivity or Port development with any public authority, land required for such projects, valued at the latest SoR may constitute the equity of the Port in such joint ventures.
- (ii) The Port Trusts shall not entertain any proposal for allotment of land to religious institutions or for religious purposes or to political institutions.
- (iii) In respect of PPP projects, the annual lease rent based on latest SoR with the approved rate of annual escalation would be indicated to the bidders at the bidding stage itself. In respect of existing PPP/BoT projects, allotment of land will be governed by the provisions of the Concession Agreement. With respect to land allotted for captive facilities, the lease rentals for the land allotted shall be recovered from the user as per the annual lease rental based on latest SoR, with the approved rate of annual escalation.



## 9. Other charges :

(a) In addition to rent / license fee, the lessees / licensees will be required to pay the following :

(i) Municipal tax etc. as applicable

(ii) Electricity charges / water charges at actuals plus 19.25% on the actual amount as overheads, if electricity / water is supplied from SMPK sources.

(b) The lessees / licensees will also be required to pay and discharge all present and future rates, Taxes (GST), Cesses, taxes, duties, charges assessments, outgoings and premium in respect of policy of insurance against any risk whatsoever which are now or may at any time hereafter be assessed, charged or imposed upon or payable in respect of the demised land and / or any factory and / or building or structure erected by the lessees / licensees thereon or the owners or occupiers in respect thereof except the owners' share of municipal taxes in respect of the demised land.

(c) In case of grant of way-leave permission, in addition to way-leave permission fee, supervision charge @15% of cost of laying of the pipelines / conveyers / cables etc. in the Port limit shall be paid by all the parties to SMPK. The charges would be applicable even if the supervision is done by a third party.

## 10. Applicability of Land Policy Guidelines.

In case there is any discrepancy/conflict between the above mentioned provisions with the this instant Schedule of Rent with the Land Policy Guidelines prevailing at any point of time during the validity of this Schedule, the provision of Land Policy Guidelines will prevail.

## B For licensing of land / covered space inside Dock Interior Zone for transit storage of import/export cargo:

1. The license shall be up to a maximum period of 11 months. The period of license can be renewed at the discretion of SMPK. If the licensee requires renewal of the license, an application for renewal must be made to the authority concerned of SMPK well in advance. In addition, allotment of plots for 5 years through Tender-cum-Auction is also allowed.
2. The licensee shall utilize the allotted land / covered space for the purpose for which it is licensed. No change in purpose of utilization will be allowed. The space allotted shall also not be Subletted/ assigned/transferred.
  - a) The license is terminable on 7 days' notice on either side. No claim for any compensation whatsoever for termination of the license will be entertained.
  - b) For partial surrender, the area to be surrendered will be in the multiple of 1000 sq. mtrs. The licensee shall agree to comply with all rules and directions issued by SMPK from time to time. If the licensee neglects to comply with such rules or directions, the port may terminate the license.
3. The licensee shall comply with all rules or regulations that may from time to time be issued by the Dock Safety or the Department of Explosives or any other Appropriate Authority in relation to storage of cargo.
4. (i) Cargo stored under a license shall be at the entire risk and responsibility of the licensee. The



licensee shall post his own watchman to safeguard the cargo stored at the allotted space and to prevent any unauthorized occupation of such space by others.

- (ii) The licensee shall make his own arrangements to keep the allotted land/ covered space and its surroundings neat, clean and in proper sanitary condition.
  - (iii) The licensee shall, at his own arrangements, display signboards containing name of the licensee, plate no., vessel's name in case of Ship to Ship allotments & validity of license.
5. In addition to payment of license fee as per proposed in the above section, the licensee shall pay municipal tax, if required and as applicable.
  6. The license fee prescribed in the SOR shall get automatically escalated by 2% per annum after expiry of one year from the effective date of implementation of this instant Rent Schedule and after every year thereafter, and the escalated rates shall be considered as the prevailing Scheduled Rent for the concerned year and will be applicable forthwith on all such licenses/occupations in force.
  7. One month's license fee towards the initially granted license period shall have to be paid in advance and only one month's license fee [i.e. for land parcel: basic license fee for land parcel for 1 month and/or for structure: basic license fee for structure for 1 month] is to be deposited as Security Deposit (SD). The SD will be refunded to the licensee upon handing over of vacant, peaceful, unencumbered possession of the concerned land and / or structure to SMPK after adjusting dues to SMPK, if any.
  8. Encroachment or unauthorized occupation of land and Railway tracks, etc. by the licensee will involve a liability to pay a penalty at the rate of ten times the scheduled license fee, equivalent to the encroached area, in addition to the cost of rectification of damages caused to the Port properties. If the licensee fails to remove the cargo from the encroached area in spite of notice to do so, the cargo will be removed elsewhere by the Port at the risk and cost of the licensee and penal license fee at the rate of ten times the normal rate will be levied on the space occupied by the cargo so removed.
  9. After the expiry/termination/ determination/ forfeiture of the license, if the licensee continues to occupy it unauthorizedly, the licensee shall be liable to pay compensation for wrongful use and occupation at the following rates till vacant possession is obtained:
    - (i) First 60 days- 3 times the rate as per prevailing SoR
    - (ii) Continued unauthorized occupation beyond 60 days- 5 times the rate as per prevailing SoR
  10. The license fee will be charged from the date of handing over possession of the land and occupation of actual area of the land to be found on demarcation by the licensee.
  11. The licensee shall not cause any damage to SMP properties. If, however, any damage is caused, the licensee shall be liable to make good the damages at his own cost and arrangement to the satisfaction of SMP.
  12. The minimum area to be licensed to a single licensee will be 1000 square meters.
  13. In case license of land inside Dock Interior Zone for storage of cargo for a period up to 11 months, allotted on license, remission against license fees shall be extended as follows:
    - a) For allotment of Land on ship basis for Import Cargo



Cargo Quantity	Initial license period + extension	Time taken to vacate the plot	% of remission on the license fees
From 15000 MT upto 25000 MT	90 days	30 days	30%
From 25001 MT upto 40000 MT	90 days	45 days	15%
From 40001 MT upto 80000 MT	120 days	45 days	30%
Above 80000 MT	180 days	67 days	15%
		60 days	30%
		90 days	15%
		90 days	30%
		135 days	15%

b) For allotment of developed land for 180 days (Import and Export)

Cargo mobilization through the concerned plot	% of remission on the license fees
From 12 MT per sq.mt to 15 MT per sq.mt	15%
Above 15 MT per sq.mt	30%

c) For allotment of developed land for 330 days (Import and Export)

Cargo mobilization through the concerned plot	% of remission on the license fees
From 22 MT per sq.mt to 27 MT per sq.mt	15%
Above 27 MT per sq.mt	30%

d) For allotment of common users land for Export Cargo

Cargo mobilization through the concerned plot	% of remission on the license fees
From 14 MT per sq.mt during subsequent extension of license period	15%
Above 20 MT per sq.mt during subsequent extension of license period	30%

e) For allotment of undeveloped land for 330 days (Import and Export)

Cargo mobilization through the concerned plot	% of remission on the license fees
From 12 MT per sq.mt to 15 MT per sq.mt	15%
Above 15 MT per sq.mt	30%

f) For allotment of undeveloped land for 180 days (Import and Export)

Cargo mobilization through the concerned plot	% of remission on the license fees
From 8 MT per sq.mt to 10 MT per sq.mt	15%
Above 10 MT per sq.mt	30%

For Import Cargo:

The import quantity will be ascertained from the Draft Survey Report after completion of the vessel's discharge. The total discharge quantity will be stored in the plot allotted to the concerned user and the achievement will be computed considering the total time required to evacuate the entire cargo from the plot.

For computing the cargo mobilization per sq. m area the total quantity mobilized through a particular plot during the license period either through Import or Export, which will be ascertained from the Final Draft Survey Report, will be considered for computing the remission.



## For Export Cargo:

HDC maintains stock records of each and every plot, which the licensees of plots updates with the volume of cargo stored by them in each plot under their possession. The cargo mobilization per sq. m from a particular plot will be computed on the basis of the quantum of cargo shipped from that particular plot which will be ascertained from the Final Draft Survey Report after completion of work of each and every vessel.

14. In case license of land inside Dock Interior Zone for storage of cargo for a period up to 5 years, allotted on license through tender cum auction, remission against license fees shall be extended as follows:

Cargo mobilization through the concerned plot in one year (365 days)	% of remission on the license fees
More than 13 MT per sq.mt upto 16.5 MT per sq.mt	15%
More than 16.5 MT per sq.mt	30%

- C. The SoR shall remain valid for a period upto 06.04.2026.



# ANNEXURE - III

50

ANNEX - III

## SYAMA PRASAD MOOKERJEE PORT, KOLKATA

No. Admn/7415/A/HDC

General Administration Department  
06<sup>th</sup> April, 2022

✓  
GM (M&S) HDC,

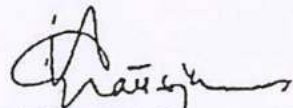
461  
Date 19.04.2022  
11.18

Sub : Revision of Schedule of Rent (SoR) for the land and buildings of Syama Prasad Mookerjee Port, Kolkata (SMPK) at Haldia.

Forwarded herewith is an extract from the draft proceedings of the 2<sup>nd</sup> meeting of the Trustees held on 29.03.2022 (Reso No.R/45 /HDC/ADMN/3/03/2022) for your information and necessary action please.

2. The draft proceedings should be read with the confirmed proceedings after the next Board meeting, to note change, if any.

Encl. As Stated.

  
(K. Chatterjee)  
Sr. Dy. Dir. (Admn)  
for Secretary

Copy together with a copy of the above Resolution is forwarded to PS to Dy. Chairman (H) for kind information of Dy. Chairman (H) please.

Encl: As stated.

Copy together with a copy of the above Resolution is forwarded to FA&CAO for information please.

Encl: As stated.

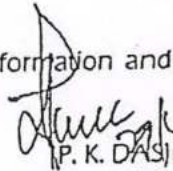
DM (S&S)  
WJ 3/15

No. Ad/003/A/249

Date: 29.04.2022

Sr. Dy. Manager (Administration)

The subject draft proceeding is being forwarded for your information and action as necessary please.

  
P. K. Das  
General Manager (M&S)



Item No. A/06/HDC/ADMN/3/03/2022  
(Part - I)

Sub: Revision of Schedule of Rent (SoR) for the land and buildings of Syama Prasad Mookerjee Port, Kolkata (SMPK) at Haldia.

1. BACKGROUND:

- 1.1 Tariff Authority for Major Ports (TAMP) vide Notification bearing No. TAMP/62/2016-KoPT dated 29.03.2017 published in Gazette of India Extraordinary (Part-III, Section -4) on 31.05.2017 vide Gazette No. 224, the Schedule of Rent (SoR) for land & buildings of SMPK for both KDS & HDC for a period of 05 years w.e.f. 07.04.2016 upto 06.04.2021, under the relevant provisions of MPT Act, 1963 & amendments thereof.
- 1.2 For the purpose of revision of Schedule of Rent for land & buildings of SMPK, M/s. Vestian Global Workforce Services Pvt. Ltd. (the Valuer) has been engaged in January' 2021 for undertaking market valuation and determination of rent for SMPK properties (both land & structures) under Kolkata Dock System as well as Haldia Dock Complex.
- 1.3 Subsequently, as requested by SMPK, considering SMPK was processing the proposal for revision of SoR, TAMP extended validity of the existing SoR for land & buildings at KDS & HDC of SMPK from 07.04.2021 to 31.12.2021 or till the effective date of implementation of revised SoR.
- 1.3 The Major Port Trust Act 1963 has since been repealed and replaced by the Major Port Authorities Act, 2021 which has come into effect from 03.11.2021. As per Section-27, Sub-Section- 1: (b) of The Major Port Authorities Act, 2021, the Board of each Major Port Authority or the Committee or the Committees constituted in this behalf by the Board in accordance with Section-14, may frame Scale of Rates at which, and the statement of conditions under which, the access to and usage of the port assets may be allowed by the Board.
- 1.4 Meanwhile, considering the process of revision of the said SoR of SMPK is still under finalization, Board vide Reso. R/501/HDC/ ADMN/ 3/ 01/2022 dated 28.01.2022 (copy at Annex-I of Appendix-II) (Pages 461 - 473) has further extended the validity of the Rent Schedules for land &



buildings of SMPK of both KDS & HDC for the period upto 30.06.2022 or till the effective date of implementation of the revised SoR to be fixed by the Board, whichever is earlier.

- 1.5 Further, in terms of provision of Section 27 of The Major Port Authorities Act, 2021 effective from 03.11.2021 and Section 4 of the Major Port Authorities (Fixation & Implementation of Scale of Rates, Fees and Conditions) Rules, 2021, Board vide Reso. R/476/HDC/ADMN/3/12/2021 (copy at Annex-II of Appendix-II)(Pages 474 – 493) has constituted a Committee comprising the following for determination of SoR and conditionalities thereof for HDC:-

Dy. Chairman , HDC	: Chairperson of the Committee
GM(Finance), HDC	: Member of the Committee
GM(Traffic), HDC	: Member of the Committee
GM(Engineering),HDC	: Member of the Committee
GM(M&S), HDC	: Member of the Committee

- 1.7 The Valuer engaged by SMPK submitted draft Valuation Report which was internally discussed based on which revised draft Report was submitted. Presentation on the revised draft Report was also given by the Valuer and based on further discussions, the Valuer has since submitted Valuation Report with the suggested rates of rent for the Lands and Buildings at different zones of SMPK at Haldia and other rates /fees & conditionalities thereof vide his letter No. VES-ICS-HDC-Report-28.02 dated 28.02.2022. The said Valuation Report is at (Annex-III of Appendix-II)(Pages 494–573).

- 1.8 The Clause-4 of the Tariff Policy for Major Port Authorities 2021 (after the MPA Act, 2021 comes into force) issued by the Ministry vide No. PD-14024/5/2020-PD-I (e343443) dated 03.11.2021 (extract enclosed at Appendix-I)(Pages 448 – 450) contains provisions regarding procedure for fixing the SoR.

Clause-7.5 of the said Tariff Policy also contains that as regards SoR for land and buildings, the provisions prescribed for fixation of SoR under the Land Policy Guideline issued by the Government from time to time shall apply.



- 1.9 In terms of provision of the Major Port Authority Act, 2021 & Rules thereof and the said Tariff Policy as mentioned in the preceding, the matter is being considered by the Committee constituted by Board for framing of the Scale of Rates and conditionalities thereof under which the access to and usages of the port assets may be allowed by the Board.
- 1.10 As Dy. Chairman, HDC and all the HODs constituting the Land Allotment Committee at HDC are Chairperson/Members of the Committee constituted by Board for determination of the SoR in terms of the MPA Act, 2021 and Rules thereof, the proposal for revision of SoR is not separately before the Land Allotment Committee.
- 1.11 The prevailing Land Policy Guidelines issued by the Ministry, inter alia, contains provisions to take into account factors / methodology for determination of the market value of port land based on which the SoR is to be determined.
- 1.12 In terms of the above, the proposal for revision of SoR has been considered by the Committee constituted by the Board for determination of the SoR in its meeting held on 16.03.2022 and 21.03.2022. Copy of the proceedings of the said Committee meeting is enclosed at (Appendix-II)(Pages 451 – 460).
- 1.13 The constituted Committee has examined the Valuation Report submitted by the Valuer engaged by SMPK for determination of market value for land and buildings of SMPK at Haldia as at Annex-III of Appendix-II.
- 1.14 The Committee upon deliberations noted that the Valuer has assessed the land values for different zone of HDC in compliance of the provision of prevailing Land Policy Guidelines by taking the highest of the land values for the purpose of estimation of SoR except for SMPK land at Panskura where the proposed rate was based on suggested estimated value by the Valuer on account of substantial low demand for the land due to various market driven factors including non-receipt of bids against tenders invited at HDC.
- 1.15 The Committee has considered the rate of Rs.1751.86 per 100 sq. mtrs. per month received in recent tender in February' 2022 and recommended Rs. 1752/- per 100 sq. mtrs. per month as the rate for Dock Zone as against rate of Rs.1751/- per 100 sq. mtrs. per month proposed by Valuer.



- 1.16 The Committee also agreed to the yield for fixation of rent as suggested by the Valuer (i.e. 6% for the land and 9% for the buildings/ structures) in line with the prevailing Land Policy Guidelines and also earlier approval of TAMP in respect of the current Rent Schedule for land and buildings of SMPK at Haldia.
- 1.17 With regards to the rate of rent for Quarters, the Committee opined that the rates of rent of the SoR at which the quarters are allotted on license mainly to non-employees should not be substantially less than the sum of standard rent paid by employees for occupation of these type quarters plus HRA. In light of above, the rates of rent for Quarters have been revised taking the higher of the rates calculated based on (i) standard rent plus HRA and (ii) rate suggested by Valuer.
- 1.18 With respect to the Statement of Conditions of the proposed revised SoR (NOTES) prepared by the Valuer, the observations and recommendations of the Committee have been detailed under item VII of page-9 of the proceedings of the Committee meeting held on 16.03.2022 at Appendix-II.
- 1.19 The Tariff Policy for Major Port Authorities 2021 (after the MPA Act, 2021 comes into force) issued by the Ministry of Ports, Shipping & Waterways vide No. PD-14024/5/2020-PD-I (e343443) dated 03.11.2021 inter alia contains that as regards Scale of Rates for Land and Buildings, the provisions prescribed for fixation of Scale of Rates under the Land Policy Guidelines issued by the Government from time to time shall apply (Clause-7.5 refers).
- Further, the Clause-13 (c) of the Clarification Circular (Land Management) No. 1 of 2019-20 issued by the Government of India, Ministry of Shipping (Ports Wing) vide No. PD-13017/2/2014-PD.IV dated 29.04.2019 inter alia contains that the SoR would be re-fixed once in every 5 years.
- The last SoR notified by TAMP was effective from 07.04.2016 for 5 years i.e. upto 06.04.2021. Subsequently, TAMP / Competent Authority has extended the validity of the SoR for further period upto 30.06.2022.
- In the above premises, the Committee has recommended that the validity of the proposed SoR may be considered for the period upto 06.04.2026.
- 1.20 Based on the details as above as well as the observations of the Committee given above and as at Appendix-II, the Committee after detailed deliberations has recommended the following :



- i) The Valuation Report submitted by M/s. Vestian Global Workforce Services Pvt. Ltd. (the Valuer) for the land and buildings of SMPK at Haldia Dock Complex at Annex-III of Appendix-II may be accepted.
- ii) The proposed Schedule of Rent for land & buildings of SMPK at Haldia Dock Complex along with Statement of conditions (NOTES) as at (Annex-VI & VII of Appendix-II)(Pages 574 – 588) respectively may be approved.
- iii) The Valuation Report and proposed SoR along with the Statement of conditions (NOTES) as recommended by the Committee maybe placed before the Board for its consideration & approval.

2. PROPOSAL :

- 2.1 Approval to the recommendations of the Committee as given in the proceedings of the meetings of the constituted Committee held on 16.03.2022 & 21.03.2022 as given at Appendix-II in respect of the following :
  - i) Acceptance of the Valuation Report submitted by M/s. Vestian Global Workforce Services Pvt. Ltd. (the Valuer) for the land and buildings of SMPK at Haldia Dock Complex at Annex-III of Appendix-II.
  - ii) Approval to the proposed Schedule of Rent for land & buildings of SMPK at Haldia Dock Complex along with Statement of conditions (NOTES) as at (Annex-VI & VII of Appendix-II) respectively.
- 2.2 The proposed Schedule of Rent for land & buildings of SMPK at Haldia Dock Complex along with Statement of conditions (NOTES) may be hosted in SMPK website and comments invited from relevant stakeholders / users and further action taken in terms of Clause-4 of the Tariff Policy for Major Port Authorities 2021 (after the MPA Act, 2021 comes into force) issued by Ministry vide No. PD-14024/5/2020-PD-I (e343443) dated 03.11.2021.

3. JUSTIFICATION :

Already given under Background Notes.



4. DECISION REQUIRED:

Approval to the proposal as given under Para-2 above.

Secretary (I/C) stated that in para 1.12 of the agenda, the dates of meeting of the Committee should be read as 16.03.2022 and 21.03.2022, instead of 01.03.2022. The aforesaid typographical errors would be corrected in the draft proceedings.

GM (M&S), IIDC was present during deliberation of this agenda item.

Members were explained the proposal. It was informed that there would be 3.5% increase, on an average, in different rates of rent.

After discussion, Members approved the proposal.

Resolution No. R/45/IIDC/ADMN/3/03/2022 : Resolved, after discussion, to accept the following recommendations dated 16.03.2022 of the Committee :

- i) valuation Report submitted by M/s. Vestian Global Workforce Services Pvt. Ltd, the appointed Valuer, for the land and buildings of SMPK at Haldia Dock Complex at Annexure - III of Appendix-II of the agenda.
- ii) proposed Schedule of Rent for land & buildings of SMPK at Haldia Dock Complex and Statement of conditions (NOTES) as at Annexure --VI & VII of Appendix-II of the agenda, respectively.

It was further resolved that

- a) the proposed Schedule of Rent for land & buildings of SMPK at Haldia Dock Complex along with Statement of conditions (NOTES) be hoisted in SMPK website inviting comments from relevant stakeholders / users.
- b) further action be taken in terms of Clause 4 of the Tariff Policy for Major Port Authorities 2021 issued by Ministry, vide No. PD 14024/5/2020-PD-I (c343443) dated 03.11.2021.

To be read with the confirmed proceedings.



No. PD-14024/5/2020-PD-I (e343443)  
Government of India  
Ministry of Ports, Shipping & Waterways

Transport Bhawan  
1, Parliament Street, New Delhi-110001

Dated 03 November 2021

To

Chairpersons  
All Major Ports  
(SMPT, PPT, VPT, ChPT, VOCPT, CoPT, NMPT, MoPT, JNPT, MBPT, DPT)

Subject:- Tariff Policy for Major Port Authorities 2021 (after the MPA Act 2021 comes into force).

Madam/ Sir,

The Government had, under section 111 of the Major Port Trusts Act 1963, issued Policy for Determination of Tariff for Major Port Trusts, 2018 vide communication No.IWT- 11/28/2018-IWT dated 26 December 2018 and subsequent e-mail dated 31 December 2018. The validity of the said Tariff Policy is prescribed till 1 April 2022.

II. The Ministry of Law and Justice has now notified the Major Port Authorities Act, 2021 (01 of 2021) in the Gazette of India dated 18 February 2021. Subsection (1) of Section 27 of the said Act stipulates that the Board of each Major Port Authority or the committee or committees constituted in this behalf by the Board of Major Port Authority may frame scale of rates and a statement of conditions under which any services shall be performed or for access to and usage of the port assets be allowed by Major Port Authorities. Further, clause (f) of subsection (2) of Section 71 of the ibid Act, empowers the Central Government to make rules providing for the norms for fixation and implementation of scales, fees, rates and conditions under subsection (1) of Section 27.

III. In this back drop, as per the directions of the Ministry of Ports, Shipping and Waterways to frame a comprehensive tariff Policy to be followed by Major Port Authorities post MPA Act 2021 comes into effect, the Indian Ports Association (IPA) formulated a draft Tariff Policy and the Working Guidelines for tariff fixation by Major Ports and also constituted a Committee comprising of Senior Port Officers and experts to review and finalise the Tariff Policy and the Working Guidelines for fixation by Major Port Authorities.

IV. The Committee constituted by the IPA circulated the draft Tariff Policy 2021 and the Working Guidelines 2021 to the Major Ports for their comments. Taking into



## 4. PROCEDURE FOR FIXING THE SOR

4.1 The draft SOR, along with conditionalities governing them, for services rendered or facilities provided or for access to and usage of the port assets and Performance Standards shall be formulated by the Board of Major Port Authority or by Committee(s) so constituted by the Board of the Major Port Authority in accordance with this Policy as amended from time to time.

4.2 The Board of Major Port Authority or the Committee(s) so constituted by the Board while drawing the SOR may draw a comparison of the major tariff items for their ports and ascertain itself that the proposed tariff is comparable and competitive with neighboring and competing ports.

4.3 After obtaining approval of its Board, the Major Port Authority shall host the proposal draft SOR along with the proposed Performance Standards and the cost formats in its website and invite comments of relevant stakeholders/ users to be submitted within 15 days time.

4.4 The Major Port Authority will also circulate the tariff proposal to the relevant stakeholders/ users/ user associations for their comments within 15 days.

4.5 In case of receipt of objections from the users, Port Authority shall give an opportunity of hearing to the relevant stakeholders/ users/ user associations on the port. Hearing/s on the matter or proposal shall be organised at the Office of the concerned Major Port Authority. In case no objections are raised by users on the proposal, the port authority may not organize any hearing of users.

4.6 The Committee so constituted shall finalise the draft SOR hosted on the website with or without any modification. In both the cases, the Scale of Rates and/ or tariff finalized by the Committee shall be placed for seeking approval of the Board of the Major Port Authority.

4.7 Port Authority shall notify the SOR along with Performance Standards proposed by the Major Port Authority within 75 days from the date of hosting the proposed SOR in its website. The revised Scale of Rates, amendments, corrigendum, new tariff item etc., approved by the Board of the Major Port Authority, shall be notified by the Major Port Authority in the State Gazette and the same shall also be hosted on the web site of the port and intimated to the concerned stakeholders in writing/ or by electronic mode.

4.8 SOR shall come into effect after expiry of 30 days from the date of notification in the State Gazette by the Major Port Authority.



A comparison of the existing updated SoR and the Draft SoR uploaded  
in website is provided below :

Sl. No	Location	Existing updated SOR per 100 sq. mtrs. per month w.e.f. 07.04.2022	Draft SoR per 100 sq. mts per month	Multiplier
a	Residential Zone	1806	1829	1.01
b	Industrial Zone	1216	1233	1.01
c (i)	Dock Interior-Bare Land	2960	3002	1.01
(ii)	Dock Interior-Hard Stand	4602	4666	1.01
d	Proposed Dock Interior Zone	2302	2334	1.01
e (i)	Dock Zone-Bare Land	1643	1751	1.07
(ii)	Dock Zone-Hard Stand	3285	3415	1.04
f (i)	Commercial Zone for Shops, Markets, Nursing Homes, Medical Clinic, Hotels & Restaurants (without bar), Service Stations, Repair Shops (automobiles), weighbridge etc.	4382	4799	1.10
(ii)	Commercial Zone for Cinema House, Hotel & Restaurant (with bar) etc	4470	4895	1.10
(iii)	Commercial Zone for Offices, Banks, Workshops, Repair Shops, Cold storage	3286	3599	1.10
g	Kukrahati	534	581	1.09
h	Panskura	940	593	0.63

Sl. No	Location of Structures	Existing SOR as on 07.04.2022 (Per 100 Sq.mt / month)	Draft SoR (Per 100 Sq.mt/ month)	Multiplier
(a)	Pucca Roofed Structure			
(i)	Residential Zone	9122	9623	1.06
(ii)	Industrial Zone	8671	8832	1.02
(iii)	Dock Interior Zone	10473	10618	1.01
(iv)	Dock Zone	10473	10818	1.03
(v)	Commercial Zone	11599	12170	1.05



(b)	AC/CI Structure	Roofed		
(i)	Residential Zone	7095	7095	1.00
(ii)	Industrial Zone	6982	6982	1.00
(iii)	Dock Interior Zone	8221	8221	1.00
(iv)	Dock Zone	7997	8005	1.00
(v)	Commercial Zone	9572	9893	1.03
(vi)	Kukrahati	6982	6982	1.00
(c)	Tower Building	15766	16032	1.01
(d)	Market for perishable good	6756	7136	1.05
(e)	Retail market	85.59	8683	1.01
(f)	Shopping Centres at Durgachak	6869	6991	1.01
(g)	Shopping Centres at Chiranjibpur	6869	7136	1.03
(h)	Township market opposite to Makhan Babu Bazar	4955	4955	1.00
(i)	Township market centre (near Halipad ground)	6982	6982	1.00
(j)	Goomties	8559	8683	1.01

Type of Quarter (Area)	Existing SoR [w.e.f. 7.04.2022] (per sq. mtr. /month)	Draft SoR (per sq. mtrs. / month)	Multiplier
A' Type - (36 SQM)	103.60	165.81	1.60
Modified 'A' Type - (45.54 SQM)	102.48	165.81	1.62
B' Type - (56 SQM)	102.48	165.81	1.62
Modified 'B' Type - (65)	102.48	165.81	1.62
C' Type - (84)	125.00	144.81	1.16
D' Type - (139 SQM)	168.92	180.03	1.07
Officers' Hostel - (40 SQM)	104.73	167.63	1.60
Dormitories - (7.06 SQM)	85.59	136.97	1.60



Sl. No.	Description	Existing SoR Rates (As on 07.04.2022)	Draft SoR	Multiplier
1.	Permission Fee (To be levied per day or part thereof)			
	i) For holding function on land for area occupied up to 40 sq. mtrs	Rs. 1126	Rs. 1150	1.02
	ii) If above occupation continues beyond 3 days	Rs. 1689	Rs. 1700	1.00
	iii) For holding function on land for area occupied above 40 sq. mtrs.	Rs. 1689	Rs. 1700	1.00
	iv) If above occupation continues beyond 3 days	Rs. 2252	Rs. 2260	1.00
2.	Rate of Rent/License Fee for the water bodies/water areas		50% of the corresponding rate of rent for the abutting land area	
3.	Rate of License Fee for erection of hoarding on HDC land (To be levied per calendar year or part thereof)			
	i) For hoarding upto a maximum size of 10 sq. mtrs.	Rs. 3378	Rs. 3400/-	1.01
	ii) For hoarding of size above 10 Sq. mtrs.	Rs. 5631	Rs. 5635/-	1.02
4.	For Durgachak Mini Market, license fee(per month per plot measuring about 13.936 sq. mtrs.)	Rs. 788	Rs. 800/-	1.02
5.	Recovery of Hawker charges			
	For Bare Chatal	2.24 per day per hawker	Rs. 2.50 per day per hawker	1.12
	For Hardstand Chatal	2.24 per sq. meter per day per hawker	Rs. 2.50 per sq. meter per day per hawker	1.12
6.	Fees for Helipad Space (To be levied per usage)	---	Rs. 36,000/-	NA
7.	Permission fee for construction/installation of microwave tower, antenna etc on land/building will be charged	Rs.33,785	Rs.34,000/- per 100 sqm. per month, subject to minimum Rs. 17,000 per location per month or part thereof	1.01



8.	Processing Fee: Processing fee (excluding applicable taxes) for scrutiny of proposals of new construction and addition/alteration of existing approved structures (except way leave related cases) on leasehold premises only. However, the following structures will be exempted from payment of the said processing fees-septic tank, water reservoir, cycle stand, pump room, Generator room, Bus stand and school.	Rs.5631	Rs.5700 proposal	per	1.01
9.	Lease Deed form and preparation cost	Rs.5631	Rs.5700/- lease	Per	1.01
10.	Re-survey Fee: i) Resurvey fee for the first acre or part thereof to be recovered from the lessee requiring re-demarcation of the plot after handing over possession of the land concerned.  ii) Resurvey fee for the land area beyond one acre	Rs.5631  Rs.1127	Rs.5700/-  Rs.1200 per acre or part thereof over and above 1 acre		1.01  1.01
11.	For licensing of open/covered space inside Dock Interior Zone for storage of Import/export goods, the license fee will be charged at the following rates per 100 sq. mtrs. per Month.		Suggested Rent per 100 sq. mtrs. per month.		
a)	Open Space i) Bare land ii) Hard stand	i) 4758/- ii) 7399/-	iii) 4826/- iv) 7504/-		1.01 1.01
b)	Covered Space i) Pucca roofed ii) AC / CI roofed	i) 15673/- ii) 11754/-	iii) 15895/- iv) 11921/-		1.01 1.01



Admn. Dkt. No.:	419
Date:	18-04-2022
Time:	

Sr. Dy. Manager,  
Admn. Division,  
Haldia Dock Complex

ANNEXURE - V

Sir,

Sub : Request for concession in proposed monthly quarter Licence Fees.

This is to inform you that myself Piyali Ghosh is working under the Vigilance Unit (Admn.) Division, HDC as a Casual Worker since 2010, June.

Sir, it is submitted that one "A" type quarter has been allotted in my favour on license basis (Quarter No. 2133) on 2017

Sir, it is understood that the rate of license fees for the subject quarter is proposed to be revised upwardly from 07-04-2021.

Sir, it is submitted that my present monthly earning is approximately Rs. 26,000/- within which I am required to maintain the educational expenses of my one children, sir, you may appreciate that at this low income it is really tough to manage all ends.

Hence, it is my earnest request before your self to be kind enough to allow some concession in monthly quarter rent considering the fact that I am serving HDC since long.

Sir, it is earnestly requested that my above prayer may kindly be considered favourably and oblige.

Thanking you,

Yours truly,

Piyali Ghosh

Place : Haldia

Date: 18-04-22

Copy to General Manager (M&S)- for information and necessary action please.

Copy to General Manager (Finance) – for information and necessary action please.

*DM (M&S) / ADM (DKM)*  
*Wfgh*



64

Page No.	482
Date	19.04.2022
Page	12.17

460

TO,

The Dy.Chairman ,HDC

✓ The General Manager (M &amp; S),HDC

The General Manager (Finance),HDC

DM (SM)  
DM (SB)  
Mr. spec.  
W. J. Singh  
19/4

Sub : HOUSE RENT

Sir,

Respectfully, we the under signatories retired employees of HALDIA DOCK COMPLEX, beg to state that we reside with my family at HDC accommodation on license basis. We are aged persons and treatment is urgently required at PORT HOSPITAL.

It is also mention here that the house rent is increasing abnormally day by day which is difficult to pay our family & also we are unable to pay the increased house rent as we are poor paid retired person.

Therefore, we would like to request you consider the increased house rent considering our present situation please.

Thanking you,

Yours Faithfully,

Date: 19-04-2022

NAME :	QUARTER NO :	PENSION NO :
1. SK Bhanu	9/24-A	— 06165
2. Swapna K. SETH	9/31-D	— 05262
3. Bipan Kumar Chakraborty	9/3-C	— 05591
4. স্বপ্না কান্ত	9/94-E	— 05512
5. Swapna Chakraborty	9/97	— 05629
6. Durga Lani Barmar	9/59-C	— 04825



<u>SL</u>	<u>Name</u>	<u>Quarter no</u>	<u>Pension no</u>	<u>US</u>
7	Karan Borky	9/26-H	05204	
8	Kumaresh Halder	9/85-F	- 5014	
9	Ajit Kumar Mukherjee	9/37-D 9/95-C	05734 04653	
10	Anadi nath Chha.			
11	Bandy Bandy Mondal	9/40-(I)	2265	
12	Gour Hari Hayer	9/90-F	2392	
13	Bhaskar Ch. Mondal	9/64-E	3200	
14	Binay Ranjan Pathanayak	9/35-G	05253	
15	Pabitra Kumar Das	9/91-E	2140	
16	Pandeshi Barchan			
17	Bankim Chandra Bhara	9/85/D		
18	Aloke Kumar Purkait	9/61-B 9/79-F	- 04464 - 05722	
19	Bhagabati Das	9/40-H	- 5887	
20	Pankajit Choudhury	9/16-D	- 06192	
21	Bijala Samanta	9/32-K	- 06046	
22	Lakshminandan Mondal	9/77-C	- 3740	
23	Goutam Samanta	9/77-D	- 02543	
24	Alok Kumar Doloi	9/38-H	- 06029	
25	Ranmuni Hansda	9/26/D	- 04090	
26	Biram Hansda			
27	Biswanath Samanta	9/34-E	- 04690	
28	Bimal Kumar Mondal	9/93-E	- 06138	
29	Dipankar Basuman	5/43-H	- 03110	
30	Anjali Choudhury	9/55-D 9/13-C	- 05590 - 01834	
31	Kalipada Mynony	9/65-D	04750	
32	Mohitosh Nath	5/82-E	05237	
33	Chumki Pandey	9/29-H	- 05014	
34	Poly Pore	9/41-C	- 03481	



✓ Senior Deputy Manager  
Administration Division  
Haldia Dock Complex

Sl. No.	837
Date	04.05.2022
Page	3/50

Sir,

Subject: Request for concession in proposed monthly quarter Licence fees

This is to inform you that myself Robin Bag is working under the Medical Division, HDC as a Casual Worker since more than 21 years.

Sir, it is submitted that one "A Type" quarter has been allotted in my favour on license basis (quarter No. 9/63-E) from 01.06.2015.

Sir, it is understood that the rate of license fees for the subject quarter is proposed to be revised upwardly from 07-04-2021.

Sir, it is submitted that my present monthly earning is approximately Rs. 25,810/- within which I am required to maintain the educational expenses of my one children. Sir, you may appreciate that at this low income it is really tough to manage all ends.

Hence, it is my earnest request before your good self to be kind enough to allow some concession in monthly quarter rent considering the fact that I am serving HDC since long.

Sir it is earnestly requested that my above prayer may kindly be considered favourably and oblige.

Thanking you

Place: Haldia  
Date: 04/5/22

DM/CS-2  
Ugals

Yours truly

Robin Bag

Working under Medical Division  
through T.K. Enterprise.

Copy to: General Manager (M&S) for kind information please for favourable consideration.

Copy to: General Manager (Finance) for kind information please for favourable consideration.



67

Senior Deputy Manager  
Administration Division  
Haldia Dock Complex

Admn. Dtd. No.	415
Date	18/04/2022
Time	3:58

Sir,

Subject: Request for concession in proposed monthly quarter Licence fees

This is to inform you that myself Jhuma Nayak Das is working under the Finance Division, HDC as a Casual Worker since more than 10 years.

Sir, It is submitted that one "A Type" quarter has been allotted in my favour on license basis (quarter No. 5/63/D) on December, 2012.

Sir, it is understood that the rate of license fees for the subject quarter is proposed to be revised upwardly from 07-04-2021.

Sir, it is submitted that my present monthly earning is approximately Rs. 26,000/-, within which I am required to maintain the educational expenses of my one children. Sir, you may appreciate that at this low income it is really tough to manage all ends.

Hence, it is my earnest request before your good self to be kind enough to allow some concession in monthly quarter rent considering the fact that I am serving HDC since long.

Sir it is earnestly requested that my above prayer may kindly be considered favourably and oblige.

Thanking you

Place: Haldia  
Date: 18/04/2022

Yours truly

Jhuma Nayak Das  
(JHUMA NAYAK DAS)  
Working under Finance Division  
Through Roy Construction

Copy to: General Manager (M&S) for kind information please for favourable consideration.

Copy to: General Manager (Finance) for kind information please for favourable consideration.

DN (SR)  
FO  
W. J. Das