

**Lease of Commercial/ Institutional Plots at different  
Sectors, Bidanasi Project Area, Cuttack on as-is-where-is-  
basis**

**through e-auction.**

**BROCHURE**



**Application invited online for allotment through e-auction**

**Starts on: 08/03/2019**

**Close on: 09/04/2019**

**Online auction on: 17/04/2019**

**Cuttack Development Authority**

**Arunodaya Bhawan, Link Road, Cuttack-12**

## 1. INTRODUCTION

Cuttack is the second largest city of Odisha. The city has a sound density of organized and unorganized business. CDA's sector area being new to the city's demography has tremendous opportunity for organized business entities. To meet the demand Cuttack Development Authority has identified areas in different sectors which will be helpful for setting up of Institutional Building which refers to a building constructed by Government, Semi- Government Organizations or Registered Trusts, buildings used for medical or other treatment, Research and Training Centre, Public or Semi Public offices, Hospitals, Dispensaries, nursing homes, poly clinics and Health Centers or for an auditorium or complex for cultural and allied activities or care of orphans, abandoned women, children and infants, convalescents, destitute or aged persons and for penal or correctional detention with restricted liberty of the inmates ordinarily providing sleeping accommodation and includes dharamshalas, hospitals, sanatoria, custodial and penal institutions such as jails, prisons, mental hospitals, houses of correction, detention and reformatories etc. Commercial activities like Banks/Financial Institutions/ Community Centers/ Shopping Centers/ Hotels etc. can be taken up on commercial plots. CDA is taking a drive to allot developed plots in the prime location at Sector 7, Sector 8, Sector 9 and Sector 11 on "As-is-where-is basis" through e-auction.

## 2. PLOT DETAILS

- 2.1 The scheme offers to dispose total 6 nos. of lease hold commercial plots and 1 no. of lease hold institutional plot in all the above captioned sectors/locations through e-auction.
- 2.2 Development on the plot shall be only for **Commercial and Institutional** purpose as mentioned against each plot in Annexure A as per CDA Planning and Building standard Regulations-2017.
- 2.3 Plots of different sizes are as mentioned in **Annexure A**.

## 3. ELIGIBILITY

- 3.1 The applicant must be a citizen of India.
- 3.2 The applicant must be of 18 years of age as on the last date of submission of the application. In case the applicant is a minor, he shall be represented by his/her natural/legal guardian.
- 3.3 Any allotment made due to suppression of fact shall be liable for cancellation and amount deposited (EMD and others) shall be forfeited and the applicant will be liable for criminal proceedings.

#### 4. MANDATORY REQUIREMENT

- 4.1 The applicant must have a valid Permanent Account Number (PAN) of the Income Tax Department.
- 4.2 The applicant must have a (DSC) Digital Signature Certificate of Class-II or Class-III. Without DSC, bidders will not be able to participate in the auction.

*Note:*

- For any difficult/inconvenience faced by bidder in obtaining Digital Signature Certificate, a help-desk will be operative as mentioned in Point No.10
- Interested applicants are requested to take early step for obtaining DSC to avoid last minutes' rush.

#### 5. SUBMISSION OF APPLICATION/ e-AUCTION Schedule:

- 5.1 The bidders are required to get registered online in the e-auction portal with Class-III or Class-II Digital signature and keep themselves ready for the e-auction.
- 5.2 The registration is valid for one year from the date of registration. Registration charges will be Rs.1180/- (Rupees one thousand one hundred eighty only) (inclusive G.S.T) and is non-refundable and to be payable through online e-payment made.
- 5.3 The applicants who had already registered may renew their registration within stipulated time to participate in the e-auction. Registration charge(s) are to be done/paid through online payment mode only.
- 5.4 EMD to be paid through online/offline mode i.e. through Bank transfer (NEFT/RTGS), challan can be downloaded from the website or by online mode to the account of CDA in **HDFC Bank Ltd., Link Road Branch** bearing Ac. No. **25711450000026** IFSC Code **HDFC0002571**. The EMD amount should be credited into CDA account by due date positively.

*Note: Bidder needs to upload the scanned payment document during request of auction participation.*

- 5.5 Apart from this the Bidder will have to deposit Earnest Money (EMD) only as per the Payment Schedule given in table mentioned at Point No.7 (**Annexure A**) for participating in the auction. The successful bidder will have to deposit the differential amount of EMD calculated on the basis of 10% of the highest bid minus the deposit of EMD made before the Auction, for issue of provisional allotment letter. The successful bidder will have to submit hard copy of documents uploaded along with balance EMD amount.

5.6 The bidder shall also pay non-refundable “e-Bid Participation Charge” of Rs.2240/- (Rupees two thousand two hundred and forty only) (inclusive G.S.T) for each mentioned asset and will be valid only for one Auction event of a property for participating in e-auction.

## 6. MODE OF ALLOTMENT (E-Auction)

6.1 The bid will be conducted in Indian Rupees (INR) only.

6.2 The bid will trigger off from this price and is the same as reserve price + (Plus) one incremental value

6.3 **Incremental Value: Incremental Value for this auction is Rs.50/- (Rupees Fifty) per square feet only.** Minimum Bid increment shall be available to the Bidders at the start of the auction. The bidder can bid higher than the Highest Bid (H1 Price) at any point of time in the auction by multiples of the minimum Bid increment. The minimum incremental value will be displayed against the said property on the bidding screen of all participating bidders. The software will not accept any bid other than the multiple of incremental value.

*For Example: For XYZ plot number consisting area of 1000 sq. ft. with reserve price of Rs 3,500 per square feet, makes reserve price of plot as Rs 35, 00,000. Next minimum incremental value of plot will be Rs 36, 75,000 considering 3550 per sq. ft.*

- 6.4 **Max multiples of increment value allowed per bid:** The bidder can quote next H1 price up to current H1 price + (Plus) the allowed multiple of incremental value. For these auction Max Multiples of increment value allowed is 10 Times of the incremental value.
- 6.5 **H1 Price:** It is the highest value placed in the bid at any point of time during the auction for the property. It will be visible to all the bidders on the screen and the bidders can bid an amount of “H1 price+ (Plus) incremental value or in multiples of incremental value” only.
- 6.6 **Auto Auction extension of the closing time.**
- a. **Auto Extension:** if any bidder submits the bid less than 5 min prior to Auction closing time, the system will automatically extend the auction closing time by 10 min.
- For Example: If the auction is closing at 17:00 Hrs. and if any bidder bids between 16:55 and 17:00, the auto extension will extend the auction closing time to 17.10 and if any bidder bids between 17:05 and 17:10, it will be extended to 17:20 and so on.*
- b. **Unlimited Auto auction extension:** As indicated above, if the bidder bids within the last 5 minutes of the auction closing time, the Auto Auction extension will continue to extend the Auction time till no bid is received within the last 5 minutes of the auction closing time.
- 6.7 **Auto Bid:** The Auto Bid feature allows Bidders to place an Automated Maximum Bid in an auction and bid without having to enter a new amount each time a competing Bidder submit a higher offer. Bidders are supposed to quote their next highest price in confirmation to the incremental value and in multiples of thereof only. There is no restriction on changing of the Auto Max Bid/value. But once Auto Max Bid/value is clicked and freezed, the same cannot be withdrawn at any point of time during the auction period. However, if the auction is cancelled and new auction dates are announced, the earlier Auto Max Bid/value shall have no relevance. After fixing the highest limit, the manual Bid button will be disabled. The system will automatically bid on his behalf, based in the auction’s H1 price. His bidding dashboard will show his Rank, the H1 price and the highest bid ongoing in the auction. Until his auto-bid amount is not reached (in the H1 price Box) for the property in the e-auction, the manual Bid button on his screen will remain disabled. Once his auto bid amount reaches or crosses the Auto Max Bid/value amount, then he will have to bid manually otherwise the bidder may opt for auto bid again by setting a new maximum bid amount.

Successful Bidder: At the end of the Forward Auction, CDA will decide upon the winner based on the highest bid placed for the property under auction and subsequent acceptance of CDA. The decision of "Vice- Chairman, CDA" will be final & binding on all the bidders.

**7. PAYMENT SCHEDULE:**

7.1 EMD to be deposited along with application form as per amount mentioned in the **Annexure A**

7.2 Payments to be made as per undermentioned schedule:

<b>Percentage of Payment</b>	<b>Comments</b>	<b>Timeline</b>
10%	of Reserve Price as EMD	Before start of E Auction
25%	of Highest Bid Amount	Within 7 days of issue of provisional allotment letter
100%	of Highest Bid Amount	Within 30 days of issue of provisional allotment letter

- 7.3 The hard copy of the documents uploaded before auction are to be submitted along with the balance EMD.

**Example:**

*In case a bidder applies for more than one property then the bidder needs to deposit EMD of the plot of highest reserve price*

<b>Plot No.</b>	<b>EMD (in Rs.)</b>
Plot No. 1	10,00,000
Plot No. 2	15,00,000
Plot No. 3	20,00,000

*In the above scenario the bidder has to submit EMD for Plot No. 3 and can participate in bidding for all the plots.*

- 7.4 No further extension of time for payment of outstanding dues will be allowed.

- ❖ **A person depositing respective EMD as per Annexure A will be allowed to participate in the bidding.**
- ❖ **But for participating in the auction, one has to deposit Rs. 2,240/- (Rupees Two thousand two hundred and forty) only for each asset as per his application.**

<b>Bank Details for EMD deposit (through NEFT/RTGS only)</b>		
<b>Name of the Bank</b>	<b>Account No.</b>	<b>IFSC Code</b>

## **8. HIGHLIGHTS OF e-Auction**

- 8.1 e-auction portal Registration: The bidder(s) are required to get registered online in the e-auction portal with Class III or Class II Digital signature (refer DSC Manual for details and support) and keep themselves ready for the e-auction.
- 8.2 Any registered/approved bidder can request for participation in the auction through the e-auction portal for the said asset on or before the date and time of application and by depositing the EMD within last date and time.
- 8.3 **Online Forward Auction bidding shall commence at 11.30 hr. and continue till 17.00 hr. on 17/ 04/ 2019, with auto extension facility as per conditions 6.6 (a) & (b).**



- 8.4 Applicants who have completed the Auction formalities and paid the prescribed charges and EMD can start bidding in the online forward auction from the Bid Start price (Reserve Price+ one incremental value) onwards only. Hence, the first online bid that comes in the system during the online Forward auction shall be higher than the auction's Reserve Price by one increment or absolute multiples of increment.
- 8.5 The onward bidding will have to be higher by one incremental value than the H1 rate as quoted and displayed on screen or higher than the H1 rate/price by multiples of the incremental value.
- 8.6 Bidders will be able to view the following on their screen along with the necessary fields in the Forward Auction.
- Opening Bid Price & minimum Incremental Value.
  - Leading (highest) Bid in the e-Auction.
  - Bidder himself is H1 if he/she bids the highest price
- 8.7 The bids will be taken as an offer to purchase the property as per terms and conditions attached with the Auction. Bids once made by a Bidder, cannot be cancelled/withdrawn by the Bidder and the Bidder shall be bound by the bid quoted, failing which the Earnest Money and other deposits will be forfeited.
- 8.8 The Bidder must read the terms and conditions of the e-Auction very carefully for participating in bidding process.
- 8.9 CDA reserves rights to cancel the highest bid in any condition whatsoever. The Notice for such cancellation shall be duly notified on the e-Auction portal.
- 8.10 CDA reserves the right to modify/amend the terms and conditions and intimate the same prior to commencement of e-Auction or while the auction is in progress.
- 8.11 CDA reserves the right to postpone the date of auction due to technical issues. In such an event, all the applicants/bidder will be intimated by e-mail and this will be advertised in the newspapers.
- 8.12 The highest bidder shall be allotted asset on the basis of their bidding price.

## 9. TRAINING

Interested Bidder can avail the training (online) by a request mail/contacting the Auction support team (details are given below) before the start of Auction period of bidding.

**Mail Id:** [eauctionbhubaneswar@gmail.com](mailto:eauctionbhubaneswar@gmail.com)

**Contact:** Mr. Satamanyu Routray: 9937140591      Mr. Lokesh/Shreyas: 09686115304

## 10. MANUALS:

For complete details on e-auction please visit to our auction portal i.e. [www.auctionwizard.in/CDA](http://www.auctionwizard.in/CDA) . Auction manual available in the website under Manual.

**e-Auction helpdesk:-** (please call during office hours)

Mr. Satamanyu Routray: 09937140591, Mr. Debashis: 09437795495

Mr. Lokesh/Shreyas: 09686115304

## 11. REFUND/WITHDRAWAL / CANCELLATION

- 11.1 In case the bidder withdraws after issue of provisional allotment letter, the EMD amount deposited by him/her will be forfeited.
- 11.2 If an allottee fails to pay the amount due after provisional allotment and within the stipulated period of payment, CDA shall cancel the allotment.
- 11.3 The EMD amount of all unsuccessful applicants will be refunded to the Account of the applicant by RTGS in the account number mentioned in the application form.

## 12. DELIVERY OF POSSESSION

CDA will deliver the possession of the plot on as-is-where-is basis to the allottees within **One month** from the date of final allotment or as will be intimated after full payment of the highest bid amount, all statutory dues and taxes.

## 13. EXECUTION OF LEASE DEED

On payment of the required dues the allottee shall execute the lease deed in the prescribed format available in the CDA Office and get the same registered in duplicate in the office of the DSR, Cuttack at his/her own cost.

## **14. OWNERSHIP**

The allottee become the leaseholder consequent upon execution of lease deed and taking over possession. He/ She shall be entitled to heritable and transferable rights over the entire property. Transfer of leasehold rights can be permitted only after expiry of 05 years from the date of taking over possession of the plot or as per the norms prevailing at that time. The transfer of plot will be considered on payment of all dues and required consent charges and other dues as per existing rules and guidelines and rules to be in force.

## **15. Conditions of Allotment**

- a. The allotment shall be on lease basis.
- b. The allottee shall not by any means or in any way whatsoever bequeath, mortgage, charge, transfer, assign, sublet or part with possession of his holding or any portion thereof to any person without first obtaining the written permission of the Authority.
- c. The Authority reserves the right to reject any application without assigning any reason thereof.
- d. CDA also reserves the right to alter or modify the lay-out plan, the size and shape of the asset due to exigencies arising out of site conditions and other contingencies or due to force majeure.
- e. In case the allottee fails to pay the dues in time the allotment shall be liable for cancellation.
- f. In case of any dispute or doubt as to the interpretations of any clause or terms of the brochure, the decision of the authority shall be final and binding on the applicants/allottees.
- g. The responsibility of making payment in time on or before due date will be that of allottee, CDA will not be duty bound to issue any notice for making payments. The allottee will furnish the copy of deposit challans/UTR/receipts in support of payment made towards balance EMD for reference.
- h. The allottee has to construct the house over the plot allotted to him/her within five years of final allotment, otherwise CDA will be free to resume the land.

- i. The allottee shall be responsible for obtaining water supply and/or electricity connection from the concerned Department at his/her own cost and also pay holding tax/ground rent and any other dues to the concerned authorities.

## **16. INTERPRETATION**

- In case of any dispute relating to the terms and conditions of the bid or any other matter relating to the auction or the allotment, the decisions of the Vice-Chairman, CDA shall be final and binding to the bidder/applicant.
- **CDA reserves its right to cancel whole or part of the auction process at any stage of the auction and thereafter, alter/modify the auction process and/or defer the date of auction, without assigning any reason and without cost and risk of CDA.**

## **17. JURISDICTION OF COURT**

The courts of Cuttack shall have the jurisdiction over all matters for determination of disputes/litigation if arises between the CDA and the bidder/applicant.

## **18. ADDRESS FOR CORRESPONDENCE**

All postal correspondences shall be made to the Secretary, Cuttack Development Authority, Arunodaya Bhawan, Link Road, Cuttack-753012,

For further information, visit our website: [http:// cdacuttack.ori.nic.in](http://cdacuttack.ori.nic.in).

**Email:** [sangram.pal@ap.jll.com](mailto:sangram.pal@ap.jll.com)

**CDA OIC Estate:** Gyanendra Prasad Samal 9938780507



**CUTTACK DEVELOPMENT AUTHORITY**

**Application Form**

(Duly filled, signed and scanned document copy to be uploaded during the request for participation in the e-Auction portal)

Advertisement No. and Date

Photograph  
with  
Signature.

1. Name: .....
2. Date of Birth: .....
3. Father's/Husband Name: .....
4. Present Address: .....
5. Permanent Address: .....
6. Phone No: .....Mobile No: .....
7. Email Id: .....
8. Permanent Account Number: .....  
(Copy of PAN of the applicant is to be enclosed)
9. Aadhar Number: .....
10. Nominee's name with address: .....

I hereby undertake to abide by all the terms & conditions of brochure prescribed by CDA for this scheme.

Date:

Signature:

Place:

**Full Signature of the Applicant**

**FORMAT OF AFFIDAVIT**

In the court of Shri .....

(Executive Magistrate/ Notary Public)

I Smt/Shri .....aged about .....years D/o/W/o/S/o of Smt/Shri  
 ..... permanent resident of  
 .....P.O.....P.S.....  
 Dist.....at present residing at..... P.O. .... P.S.  
 ..... Dist.....do hereby solemnly affirm,

1. That the following persons are the members of my family and related to me as noted in the statements given below:

Sl. No.	Full name	Age	Marital Status	Relationship with applicant

2. That I or any member of my family (spouse and minor children) as noted in the statement above own or possess the following residential, commercial/ institutional, shop-cum-residential plot or house, flat etc. within Bidanasi Project Area and Sikharpur Housing Accommodation area of CDA.

Sl. No.	Name of the owner	Plot/ House No.	Mode of Acquisition of Property	Allotment Authority/ Transferor	Year of allotment

By this affidavit, I indemnify CDA to compensate any future loss of whatsoever in addition to right of CDA for cancellation of allotment at my cost and risk and initiation of criminal proceeding. I further undertake to return such allotment soon after termination of allotment by CDA on the ground of suppression of material facts for allotment of plots/flats/houses from CDA.

**Signature of the Deponent**

Smt/Shri .....aged..... years, resident of Village .....PS  
....., District of .....at present .....by profession .....who is  
identified by Sri ..... Advocate appears before me and stated on oath/ solemnly declared the  
contents of this affidavit are true to the best of his/ her knowledge.

**Executive Magistrate/ Notary Public**



**CUTTACK DEVELOPMENT AUTHORITY**

**Bank Account Details for EMD Refund**

**(Duly filled, signed and scanned document copy to be uploaded during the request for participation in the e-Auction portal)**

Advertisement No and Date: .....

Name of the Asset/unit: .....

1. Name as in the bank record .....  
(Individual/Firm/Company)

2. Account number: .....

3. Name of the Bank: .....

4. Name of the Branch: .....

5. IFSC Code: .....

6. MICR Number: .....

7. Contact Details: .....

Date:

Full signature of

The authorized signatory



ANNEXURE - A

Sl. No	Location	Plot No.	Land Use	Area (in Sq Ft)	Reserve Price Per Sq. Ft. (in Rs.)	EMD (in Rs.)
1	Sector 7	C.M/4	Commercial	1280	3000	384000
2	Sector 7	C.M/10	Commercial	544	3000	163200
3	Sector 7	C.M/13	Commercial	12227	3000	3668100
4	Sector 8	8-3-C-697-A-2/2	Commercial	1142.5	3000	342750
5	Sector 9	5CM-839/15	Commercial	3531.25	3000	1059375
6	Sector 9	5CM-839/17	Commercial	4288	3000	1286400
7	Sector 11	11-4-I/1372	Institutional	25992	3000	7797600