



**WBSIDC :**

## **Allotment of land in Industrial Area**

*Provided as a service  
through 'SilpaSathi', the  
Online Single Window portal  
of the State (West Bengal)*

*User Manual*

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Allotment of land in Industrial Area (WBSIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

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Allotment of land in Industrial Area (WBSIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

## Introduction

This document is intended to serve as a User Manual for grant of the service **Allotment of land in Industrial Area– (WBSIDC), Govt. of West Bengal** through Single window of the State, 'SilpaSathi'. The service is integrated with the Single Window (SilpaSathi) and can be accessed through the SilpaSathi portal. This document has been designed as a user-friendly guide to assist applicants in filling their application forms. It will help them to familiarise with the entire procedure in a seamless manner for successful submission of application and download final Approval certificate from the SilpaSathi portal without the requirement of physical visit to the Department(s).

### Salient Features of Silpasathi Portal:

- The Single Window Portal of the State of West Bengal (SilpaSathi) allows seamless integration with portals of different government departments thereby providing single login credential for various applications, eliminating the need to provide common information multiple times in different forms of various Departments, and ensuring all clearances are available from a single portal.
- It serves as a digital gateway for providing the necessary statutory compliances under the applicable Acts, Rules, Policies and Schemes of the Govt of West Bengal from a single portal.
- Business Entrepreneurs can get certificates and licences required for setting up and operating business in the State in a smooth and time-bound manner, smooth and time-bound manner, without the need to visit any government department or office.

## About the Service

**Allotment of land in Industrial Area– (WBSIDC Allotment of land in Industrial Area is a crucial process for setting up a new industrial project or expanding an existing one.** The online system has the following features without the requirement of physical visit to the Department: 1) Submission of Application 2) Online Payment of fees 3) Track Status of Application 4) Online Download of final approval certificate 5) Third Party Verification.

## Comprehensive Checklist of Documents to be submitted online

The applicant is required to submit the following documents (only two documents) in order to apply for the service:

#	Documents Required	Detailed Description
1.	Details of the Proposed Project	Any one document related to immovable property, such as ownership, boundaries, etc. (Sale deed/ Gift deed/ Lease agreement / Rental agreement/ Mortgage deed/ Encumbrance certificate/ Property tax receipts/ Khata certificate/ Record of Rights

## Timeline (WBRTPS)

**Allotment of land in Industrial Area– (WBSIDC) has an WBRTPS timeline of 30 days till approval by the authorities.**

Allotment of land in Industrial Area (WBSIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

## Instructions related to the application form

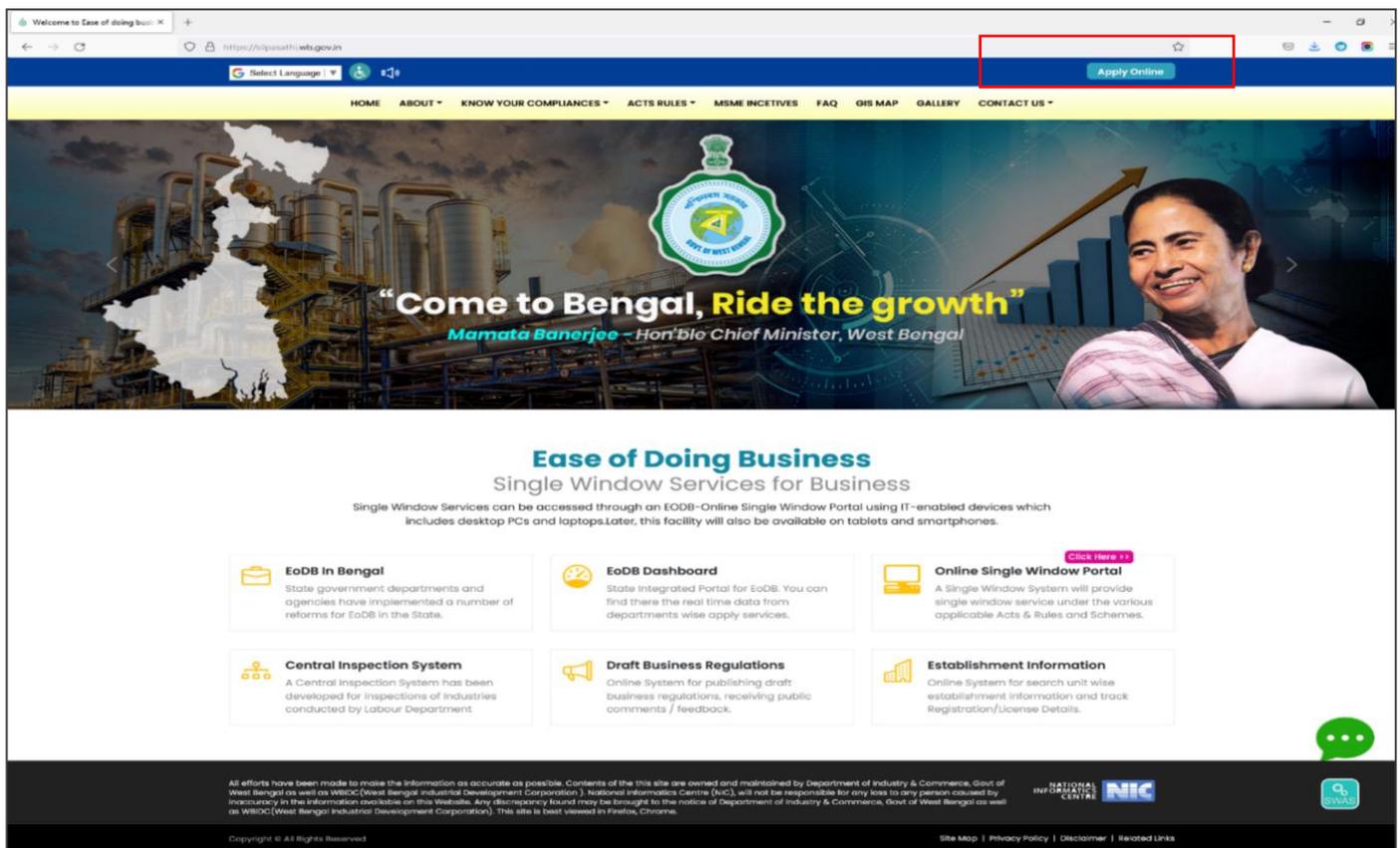
Sl. No.	Field Name	Instructions
<b>Applicants Basic Information</b>		
1.	Organisation Details	Enter Organisation name. address, contact, etc
2.	Group of Companies in West Bengal Details	Enter Group of Companies in West Bengal Details
3.	Particulars of the management of the firm	Enter Particulars of the management of the firm
4.	Proposed Products of Manufacturing Including Annual Capacity	Enter Proposed Products of Manufacturing Including Annual Capacity
5.	Capital Outlay	Enter Capital Outlay
6.	Plan of Investment (in lakhs)	Enter Plan of Investment (in lakhs)
7.	Promoter's Contribution (in lakhs)	Enter Promoter's Contribution (in lakhs)
8.	Anticipated time (to be reckoned from the date of delivery of possession of land)	Enter Anticipated time (to be reckoned from the date of delivery of possession of land)
9.	Employment Potentialities	Employment Potentialities
10.	Status of Existing Loans	Status of Existing Loans
11.	Requirements of Infrastructure	Enter Requirements of Infrastructure
12.	Companies Performance in the last 3 years	Enter Companies Performance in the last 3 years

Allotment of land in Industrial Area (WBSIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

## Application Process through SilpaSathi

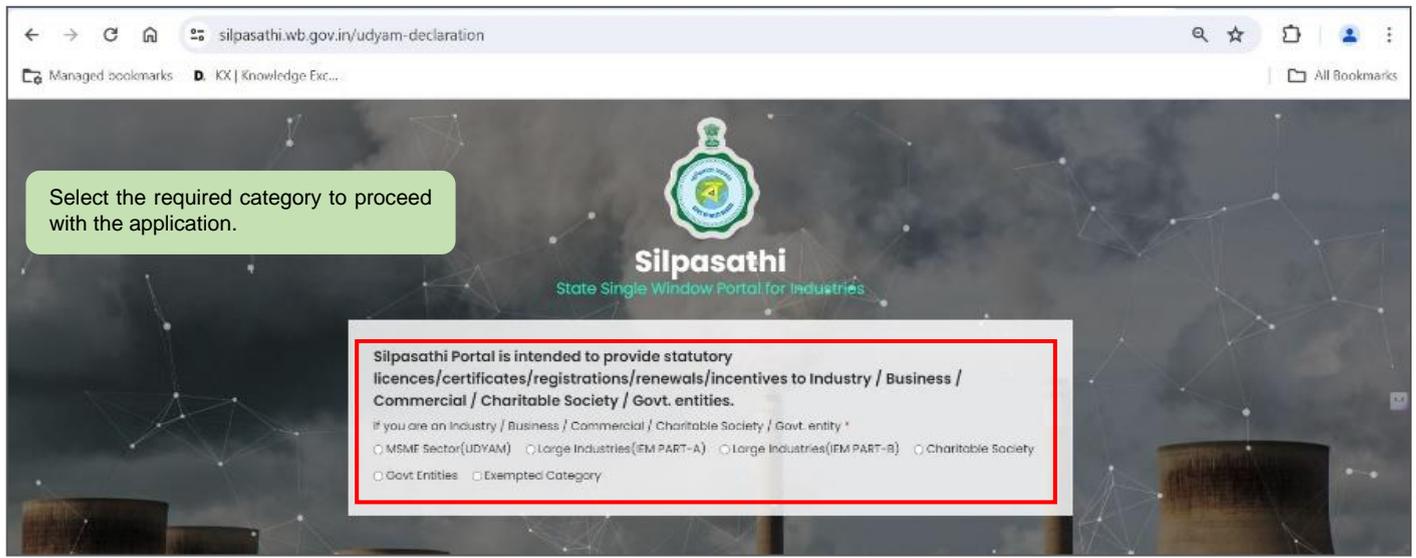
### 1. Online Application submission along with online submission of documents

In order to complete the user registration, the applicant has log on to <https://silpasathi.wb.gov.in/> and click on 'Apply online' button.



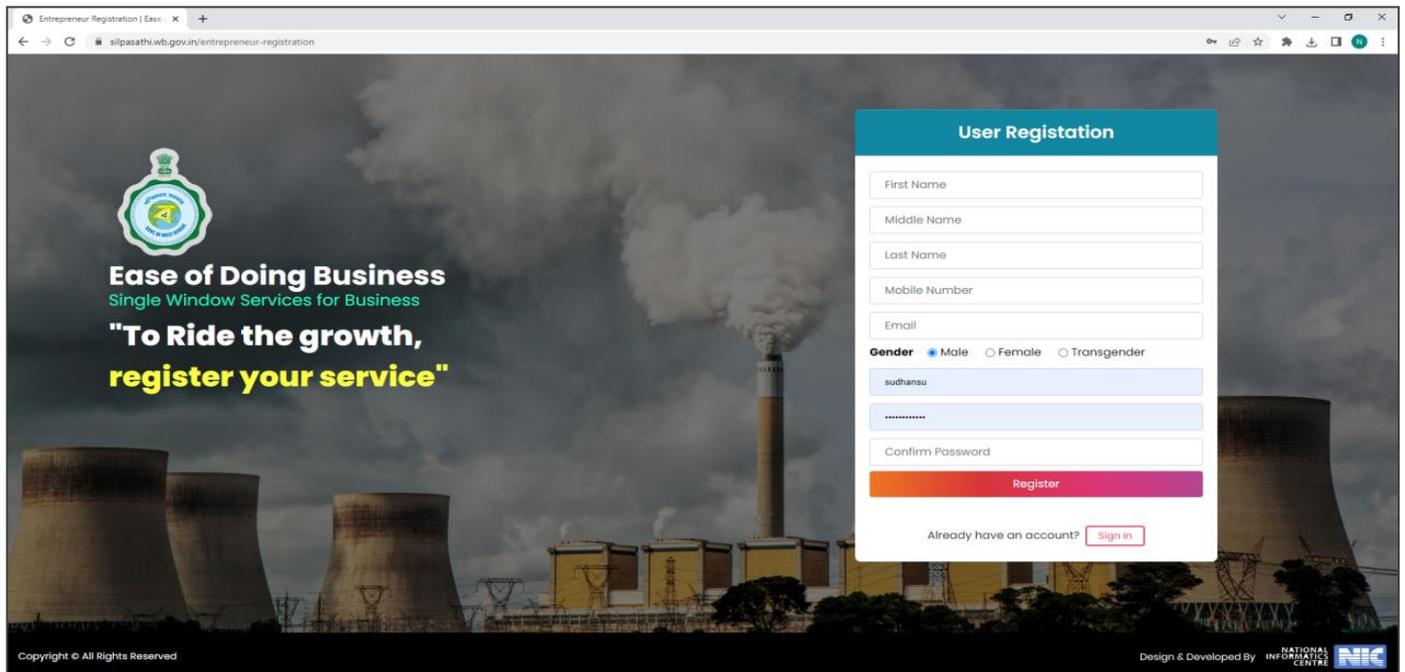
**Applicant Log-in:** The applicant needs to **select the required category** as illustrated in the screenshot below and **proceed for registration.**

Allotment of land in Industrial Area (WBSIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)



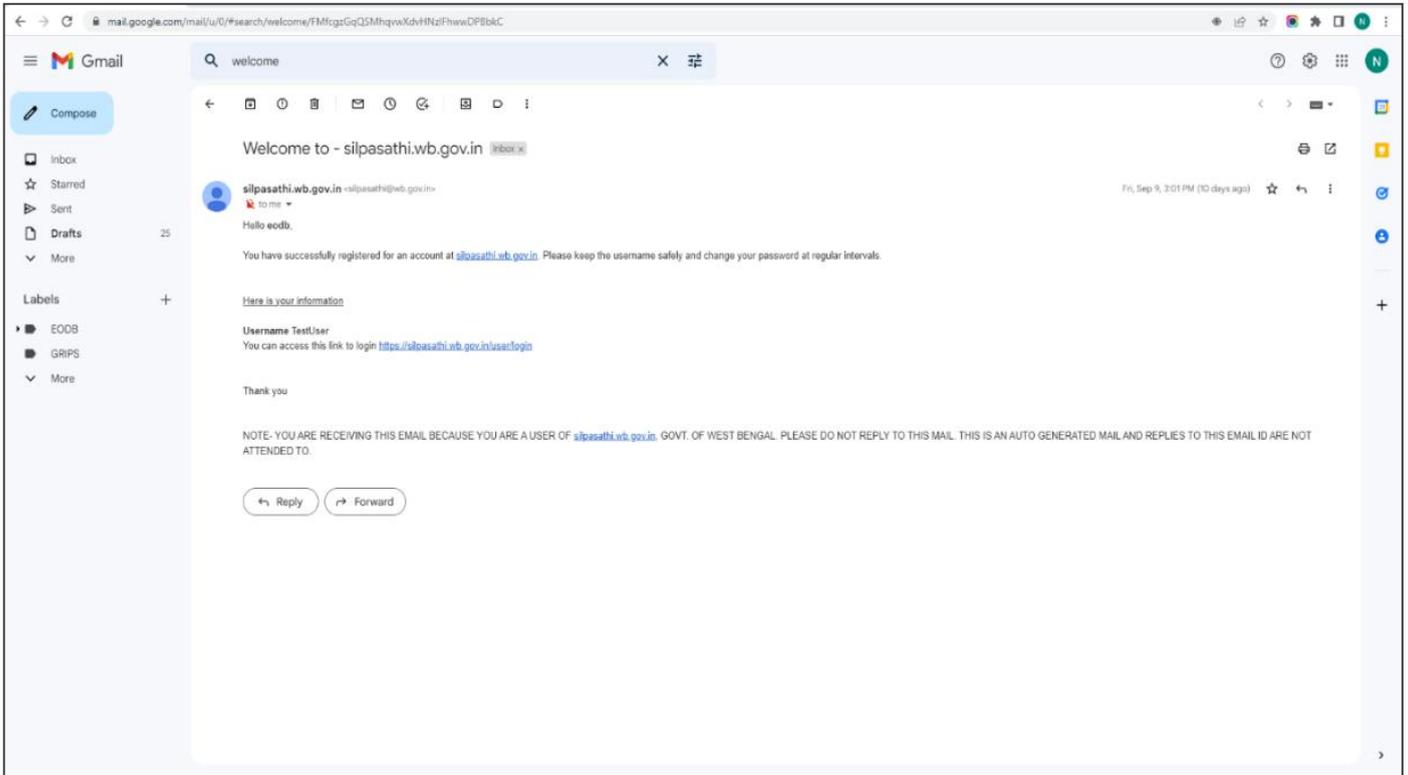
A sign-up window appears on the screen. The user has to select '[Create New](#)' if he is a new user. An already registered user in SilpaSathi portal can fill in the username and password and login to the SilpaSathi portal.

The '[User Registration](#)' window will appear with the relevant fields that the applicant needs to fill accurately and click on '[Register](#)' as shown by the below screenshot. In case the applicant already has an account, click on the '[Sign In](#)' button and login using valid **User ID, password and Captcha**.



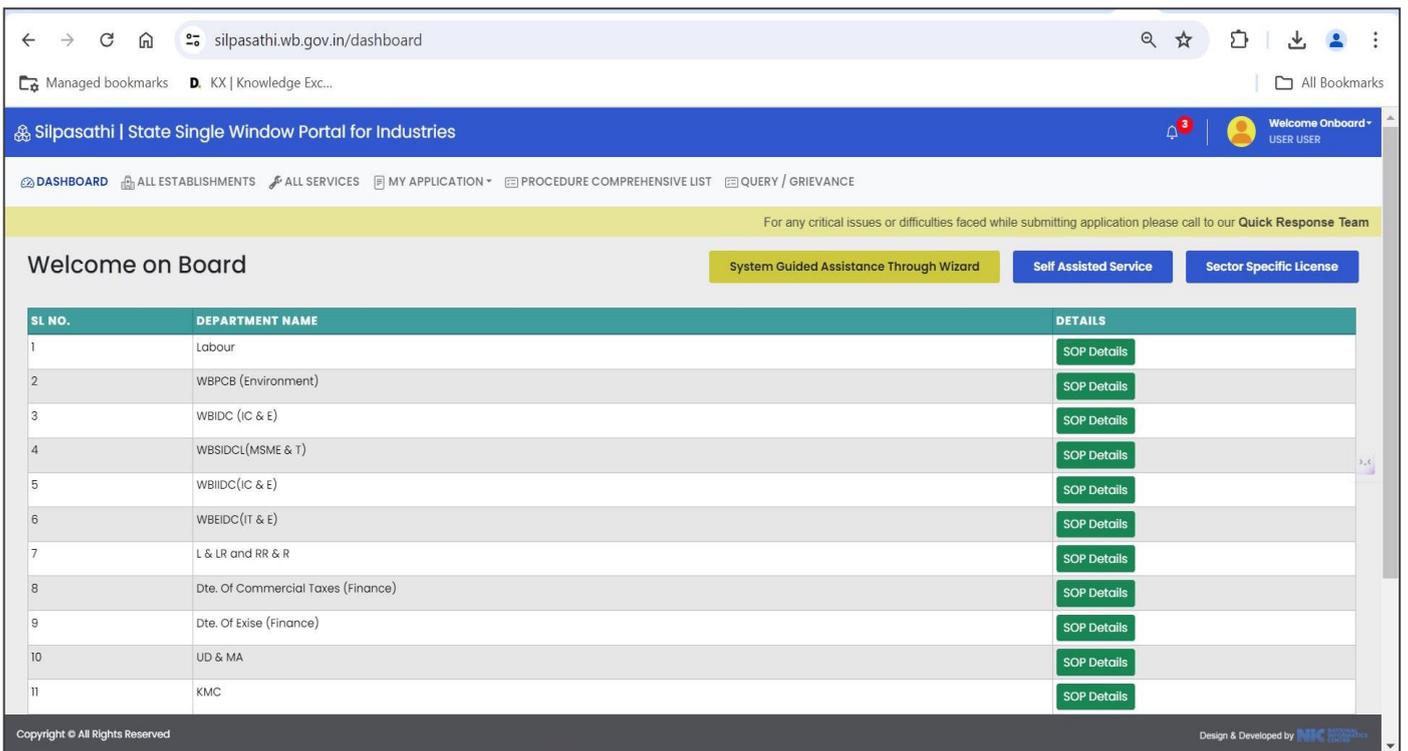
Applicants will receive email confirmation after registering into the single window portal. Please refer to the screenshot below:

Allotment of land in Industrial Area (WBSIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)



## Online Application submission

Applicants will now be directed to the user dashboard for completing the further procedures. The following screenshots below illustrate the same.

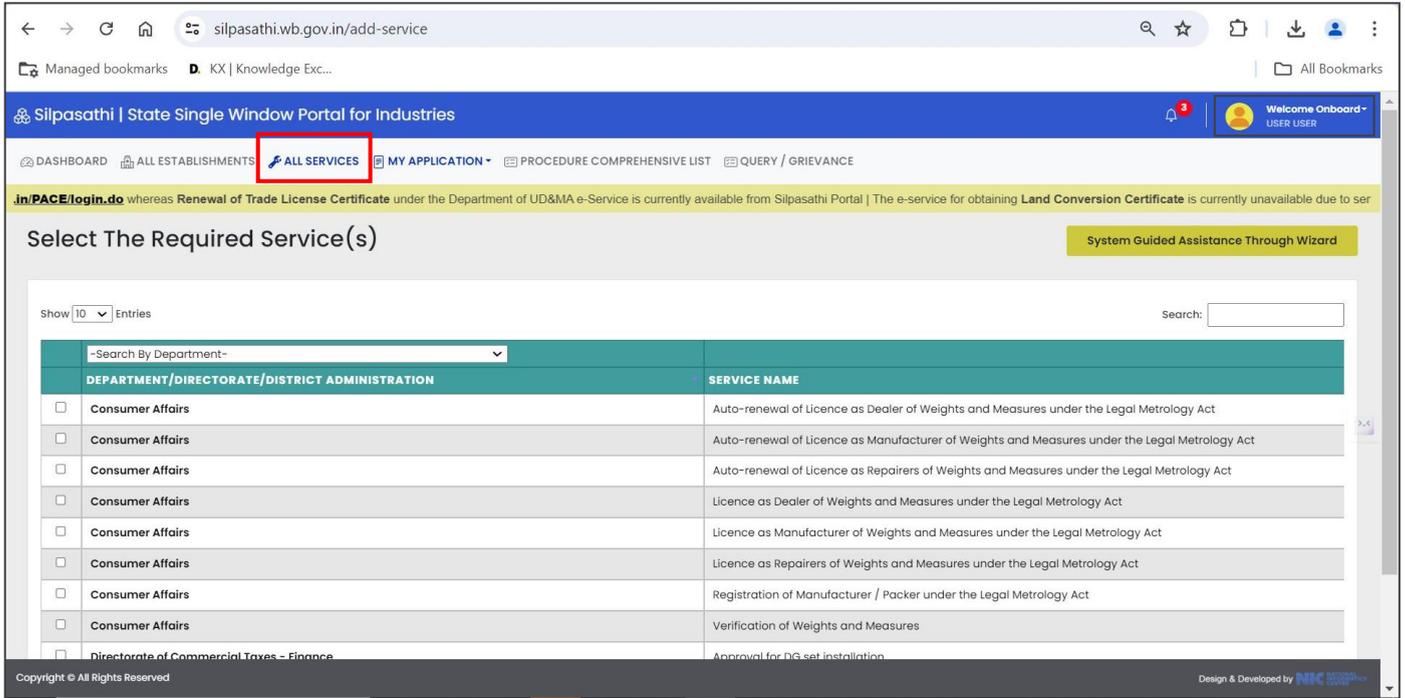


# User Manual

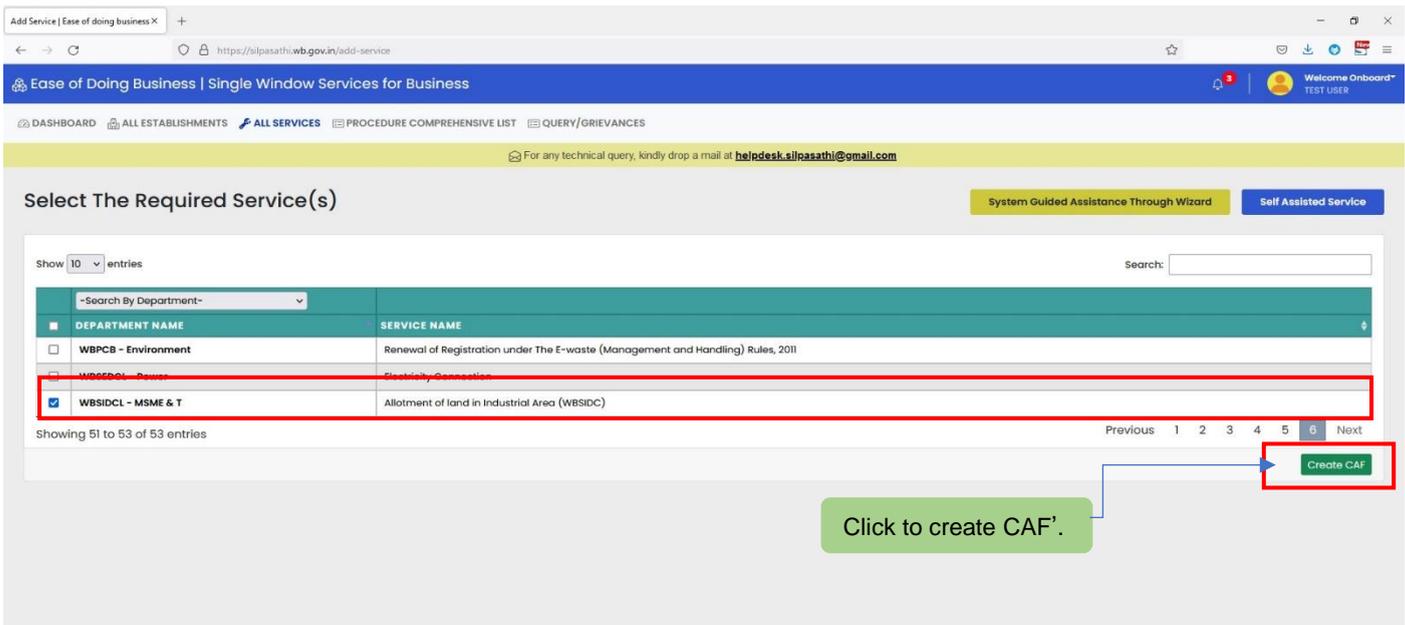
# Allotment of land in Industrial Area– (WBSIDC)

Allotment of land in Industrial Area (WBSIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

The applicant has to click on '[ALL SERVICES](#)' to view the list of all services mapped with their corresponding departments.



Once done, a list of services will appear. Applicants need to click on [the checkbox](#) adjacent to the service named '**HDA Water Connection– UD&MA.**



After selecting the service **Allotment of land in Industrial Area– (WBSIDC)**, the applicant has to click on '[Create CAF](#)'. Applicant's CAF ID will be created. The unique CAF ID is referred to as the common application form.

Allotment of land in Industrial Area (WBSIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

## Applicant's Dashboard

**CAF ID generated.**

Click on 'Apply Online' to proceed with the application.

The dashboard displays the following services:

- Add Establishment
- System Guided Assistance Through Wizard
- Self Assisted Service
- Licenses For Tourism Industry
- Query Submission / Tracking
- Your Profile

**Your Selected Service(s)**

SL NO.	SERVICE	ACTION
1	<b>Allotment of land in Industrial Area (WBSIDC)</b> (WBRTPS Timeline: Allotment of land in Industrial Area Evaluating land allotment application for industrial use – 10 days) Application Saved / Payment Initiated → Payment Completed / Pending → Forward → Waiting for Cabinet Approval → Approved / Reject → Provisional Offer Letter → Lease / Final Payment Initiated → Lease / Final Payment Completed → Formal offer letter → Site Plan → Lease Deed → Possession Certificate Delivered	
	BUSINESS REFERENCE ID : CAF202200623	Check Status
	BUSINESS REFERENCE ID : CAF202200607	Apply Online
	BUSINESS REFERENCE ID : CAF202200590	Apply Online
	BUSINESS REFERENCE ID : CAF202200588	Apply Online

After clicking on 'Apply Online' option, the applicant shall be redirected to the main application form. The applicant will have to fill in the required details and review the application form (screenshot below):

**Common Application Form - CAF202200643**

Process Start 10%

**Name of undertaking \***  
Name of undertaking: [Text Field]

**Status of the Applicant \***  
Proprietor [Dropdown]

**Status of Company / Firm \***  
Proprietor [Dropdown]

**GST number of company / firm \***  
18AABC09603R12M [Text Field]

**Mobile No \***  
8998999999 [Text Field]

**Registered Office Address**

**Building No \***  
Building No: [Text Field]

**Building Name \***  
Building Name: [Text Field]

**Street 1 \***  
Street 1: [Text Field]

**Street 2**  
Street 2: [Text Field]

**City / Town / Village \***  
City Town Village: [Text Field]

**District \***  
District: [Text Field]

**Post Office \***  
Post Office: [Text Field]

**Pincode \***  
787878 [Text Field]

**Country \***  
India [Dropdown]

**State \***  
West Bengal [Dropdown]

**Name of Proprietor/ Partner / Director / Secretary / Karta \***  
Name of Proprietor: [Text Field]

**Apply For Plot / Shed / Floor**

**Type of park \***  
Integrated Textile Park [Dropdown]

**Select park \***  
Integrated Textile Park at Raiganj [Dropdown]

**Whether holding any other Plot/ Shed/ Floor space in this or any other Industrial Park or Integrated Textile Park? \***  
 Yes  No

**Other Plot Details \***  
Other Plot Details: [Text Area]

# User Manual

# Allotment of land in Industrial Area– (WBSIDC)

Allotment of land in Industrial Area (WBSIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

Common Application Form | Ease of Doing Business | Single Window Services for Business

Apply For Plot / Shed / Floor

Type of park \*  
Integrated Textile Park

Select park \*  
Integrated Textile Park at Raiganj

Whether holding any other Plot/ Shed/ Floor space in this or any other Industrial Park or Integrated Textile Park? \*  
 Yes  No

Other Plot Details \*

Tenancy Term being applied for \*  
Long Term

Plot Details (You May Apply For Multiple Plot/ Shed/ Floor Space)

Select space type \*  
Plot

Select vacancy \*  
WP 19

Total covered area required (in NA) \*  
0

Total uncovered area required (in Kattah) \*  
13

Select space type \*  
Plot

Select vacancy \*  
PL 37

Total covered area required (in NA) \*  
0

Total uncovered area required (in Kattah) \*  
9

Add more field Remove Field

Project Details

Whether Project Report is available? \*  
Yes

Whether Project Report is vetted? \*  
Yes

Whether Entrepreneur's Memorandum/UAM/UDYAM is available? \*  
 Yes  No

Existing line of manufacturing as per Entrepreneur's Memorandum/UAM/UDYAM \*  
Existing line of manufacturing

Proposed Nature of Activities (Category of Business) \*  
Dyes and Dye - Intermediates

Production Details

Enter Production Details \*  
Production Details

Total cost of Project (Investment in Lakhs) \*  
5

Total cost of plant & machinery (in lakhs) \*  
5

Means of Finance \*  
Both

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Common Application Form | Ease of Doing Business | Single Window Services for Business

Plot Details (You May Apply For Multiple Plot/ Shed/ Floor Space)

Select space type \*  
Plot

Select vacancy \*  
WP 19

Total covered area required (in NA) \*  
0

Total uncovered area required (in Kattah) \*  
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Add more field Remove Field

Project Details

Whether Project Report is available? \*  
Yes

Whether Project Report is vetted? \*  
Yes

Whether Entrepreneur's Memorandum/UAM/UDYAM is available? \*  
 Yes  No

Existing line of manufacturing as per Entrepreneur's Memorandum/UAM/UDYAM \*  
Existing line of manufacturing

Proposed Nature of Activities (Category of Business) \*  
Dyes and Dye - Intermediates

Production Details

Enter Production Details \*  
Production Details

Total cost of Project (Investment in Lakhs) \*  
5

Total cost of plant & machinery (in lakhs) \*  
5

Means of Finance \*  
Both

Own Fund \*  
2

Bank Loan \*  
2

Government Grant/Subsidy \*  
1

Number of Employment (Direct & Indirect) \*  
10

Electricity (in kW)  
30

KVA of Transformer, if needed  
50

Total requirement of Water (Ltr.) (For Industrial Production) \*  
110

Expected time for commissioning of the project (in Months) \*  
36

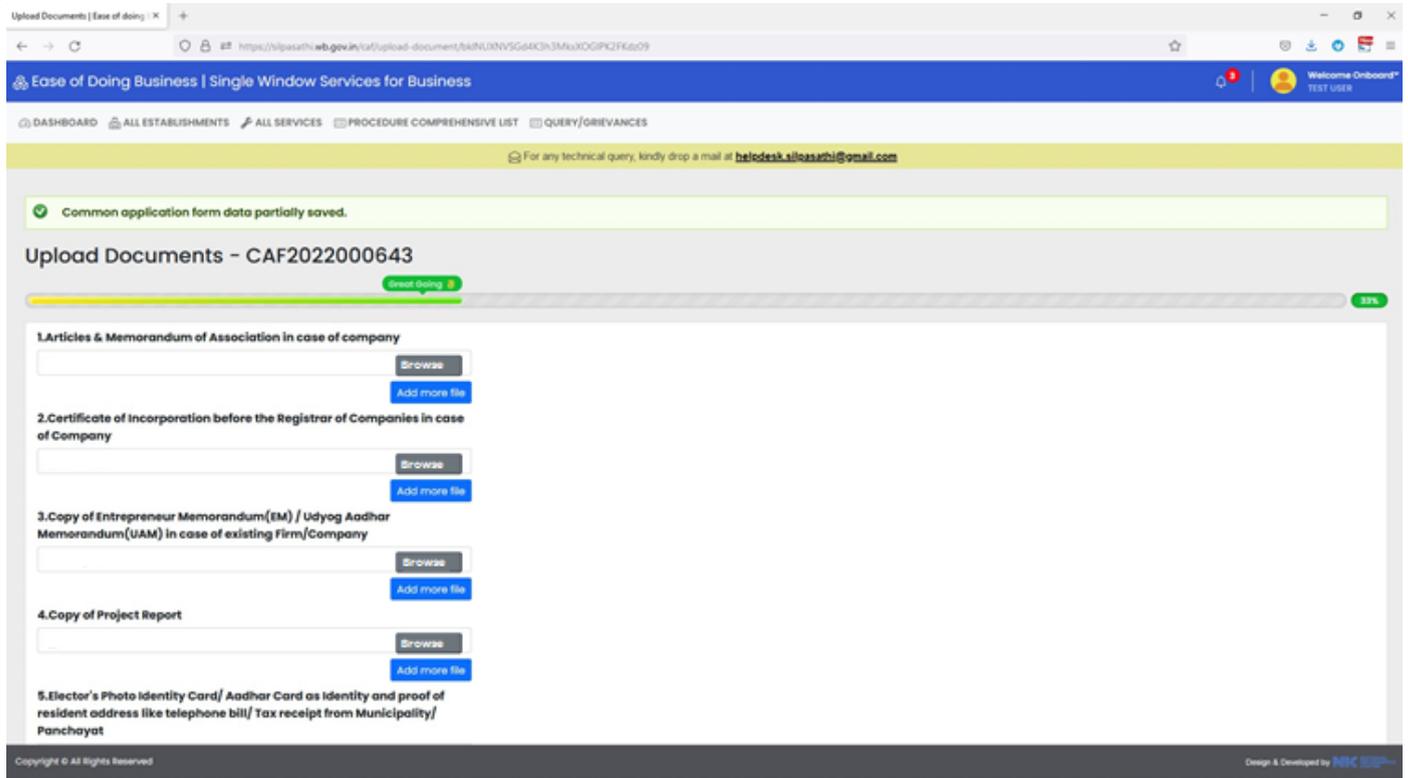
Save & Continue >>

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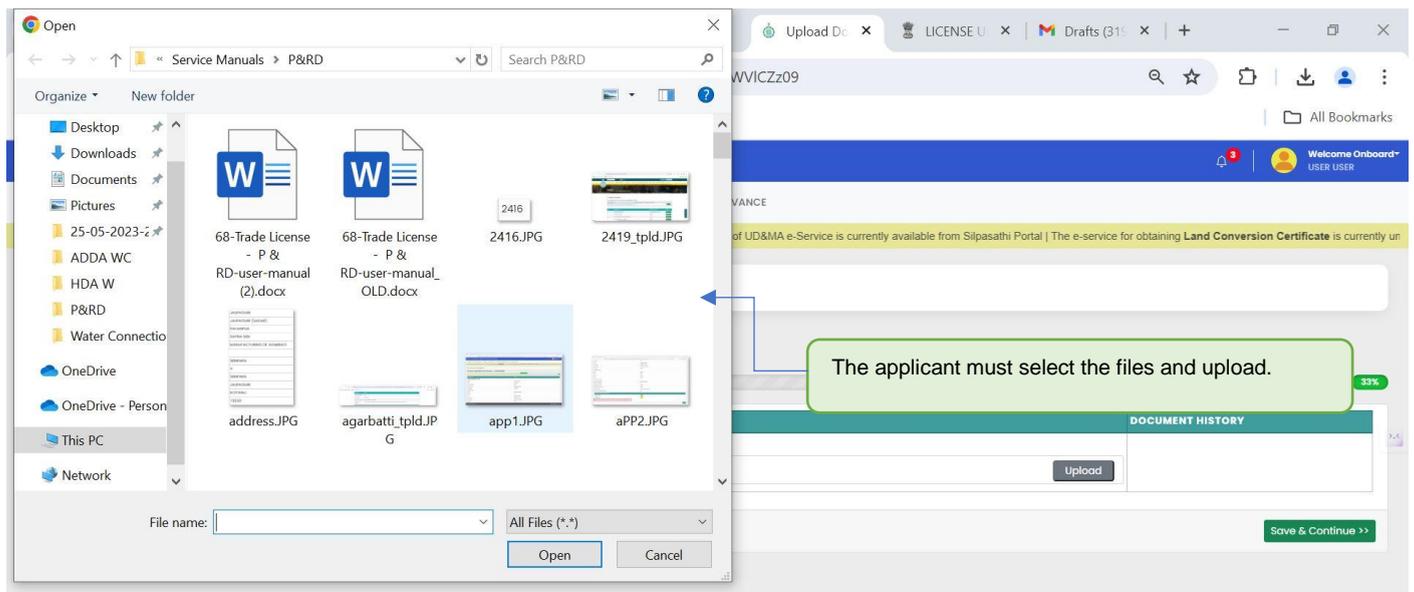
Upon completion of the application process along with document submission, the applicant clicks on the '**Submit**' button for final submission of the application.

**The document submission process has been described below. Please refer to the screenshots below for detailed illustrations.**

Allotment of land in Industrial Area (WBSIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

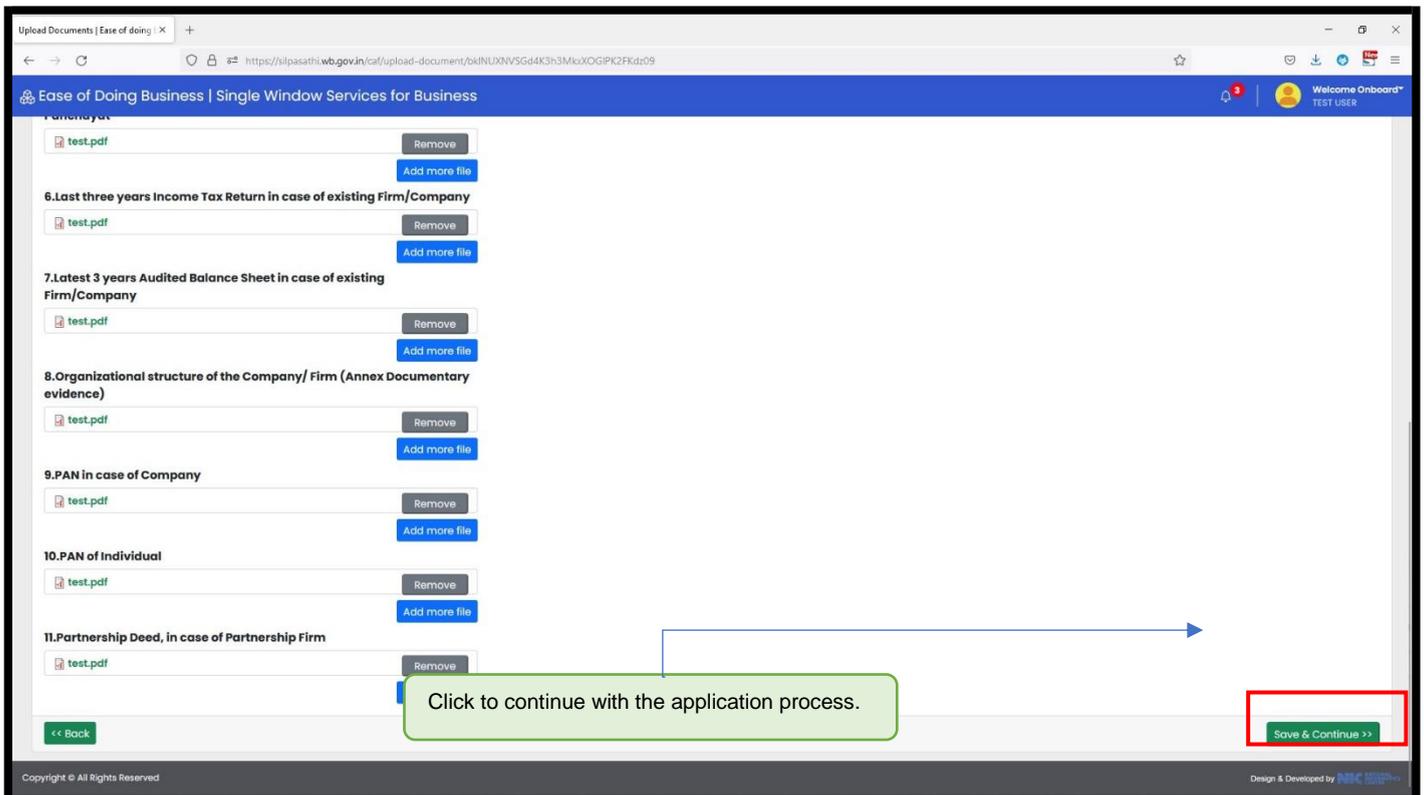
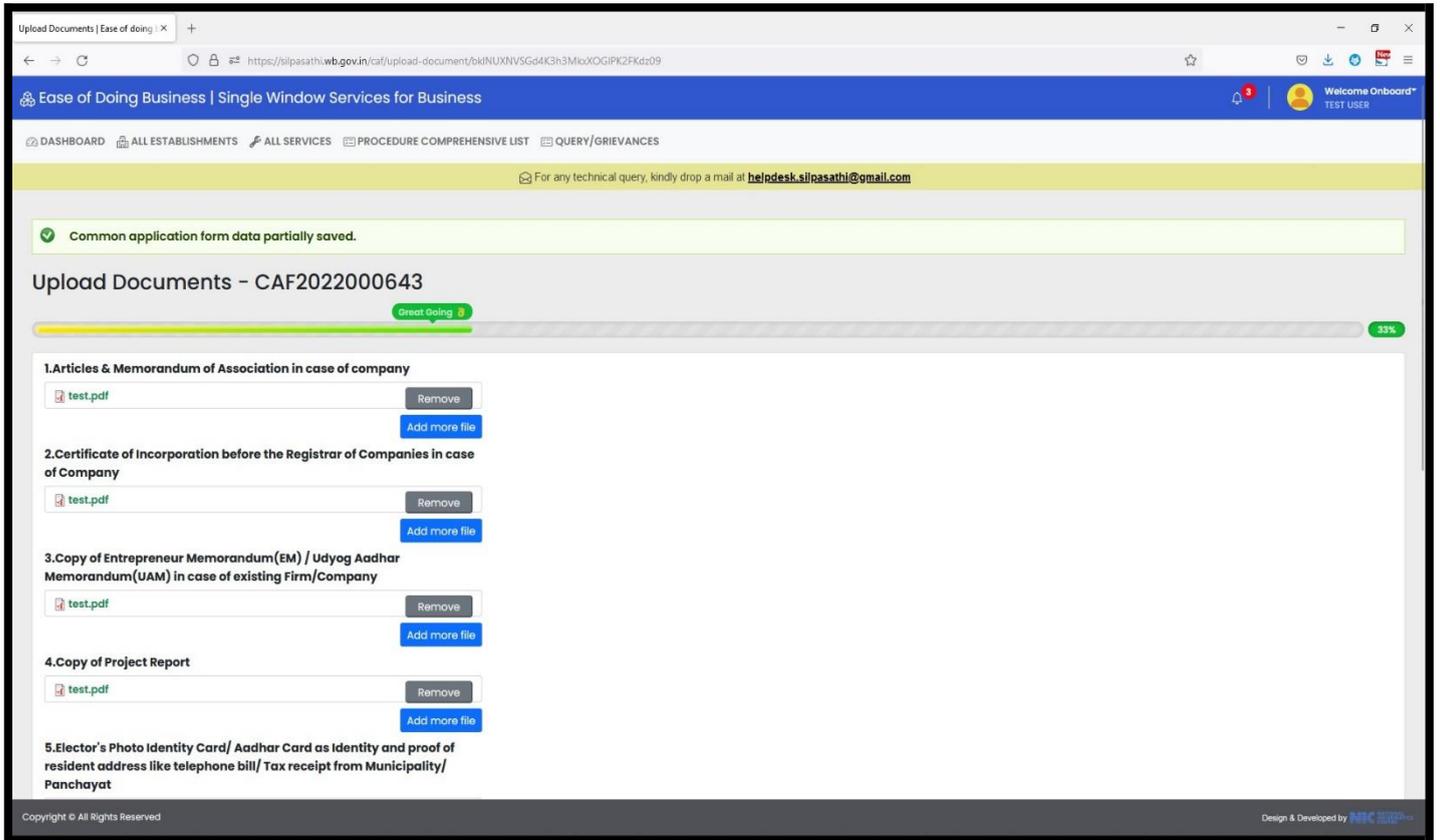


The applicant has to browse the required files in his system and upload them as described in the screenshots. A dialogue box appears after clicking on '**Browse**'. Once the required file is selected, the applicant has to click on '**Upload**' button to upload the files successfully.



The applicant is required to upload **both the required documents** in **pdf format** as illustrated in the screenshots. After filling the application form and uploading the required documents the applicant has to click on '**Save and Continue**' to proceed with the application.

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The applicant shall review the filled in application form and proceed for final submission of application. Once reviewed, the applicant shall also be required to click on the Declaration checkbox on the bottom left of the application page before proceeding to 'Submit' button, as illustrated in the screenshots below.

# User Manual

# Allotment of land in Industrial Area– (WBSIDC)

Allotment of land in Industrial Area (WBSIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

## Application Form

Common Application Form Preview - CAF2022000643

Documents successfully uploaded.

PARAMETERS	INPUTS
<b>Basic Details</b>	
Name of undertaking	Name of undertaking
Status of the Applicant	Proprietor
Status of Company / Firm	Proprietor
GST number of company / firm	1BAABC09603R1ZM
Mobile No	8998999989
<b>Registered Office Address</b>	
Building No	Building No
Building Name	Building Name
Street 1	Street 1
Street 2	Street 2
City / Town / Village	City Town Village
District	District
Post Office	Post Office

District	District
Post Office	Post Office
Pincode	787878
Country	India
State	West Bengal
Name of Proprietor/ Partner / Director / Secretary / Karta	Name of Proprietor
<b>Apply For Plot / Shed / Floor</b>	
Type of park	Integrated Textile Park
Park Name	Integrated Textile Park at Raiganj
Whether holding any other Plot/ Shed/ Floor space in this or any other Industrial Park or Integrated Textile Park?	YES
Other Plot Details	Other Plot Details
Tenancy Term being applied for	Long Term
<b>Plot Details (You May Apply For Multiple Plot/ Shed/ Floor Space)</b>	
Space type	Plot
Vacancy	WP 19
Total covered area required	0
Total uncovered area required	13
Space type	Plot
Vacancy	PL 37
Total covered area required	0
Total uncovered area required	9
<b>Project Details</b>	
Whether Project Report is available?	Yes
Whether Project Report is vetted?	Yes

Allotment of land in Industrial Area (WBSIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

**Project Details**

Whether Project Report is available?	Yes
Whether Project Report is vetted?	Yes
Whether Entrepreneur's Memorandum/UAM/UDYAM is available?	Yes
Existing line of manufacturing as per Entrepreneur's Memorandum/UAM/UDYAM	Existing line of manufacturing
Proposed Nature of Activities (Category of Business)	Dyes and Dye - Intermediates

**Production Details**

Production Details	Production Details
Total cost of Project (Investment in Lakhs)	5
Total cost of plant & machinery (in lakhs)	5
Means of Finance	Both
Own Fund	2
Bank Loan	2
Government Grant/Subsidy	1
Number of Employment (Direct & Indirect)	10
Electricity (in KW)	30
KVA of Transformer, if needed	50
Total requirement of Water (Ltr.) (For Industrial Production)	110
Expected time for commissioning of the project (in Months)	36

**UPLOADED SUPPORTING DOCUMENTS**

Copy of Project Report	<a href="#">View</a>
Copy of Entrepreneur Memorandum(EM) / Udyog Aadhar Memorandum(UAM) in case of existing Firm/Company	<a href="#">View</a>
PAN of Individual	<a href="#">View</a>
Last three years Income Tax Return in case of existing Firm/Company	<a href="#">View</a>
Latest 3 years Audited Balance Sheet in case of existing Firm/Company	<a href="#">View</a>

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Means of Finance	Both
Own Fund	2
Bank Loan	2
Government Grant/Subsidy	1
Number of Employment (Direct & Indirect)	10
Electricity (in KW)	30
KVA of Transformer, if needed	50
Total requirement of Water (Ltr.) (For Industrial Production)	110
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**UPLOADED SUPPORTING DOCUMENTS**

Copy of Project Report	<a href="#">View</a>
Copy of Entrepreneur Memorandum(EM) / Udyog Aadhar Memorandum(UAM) in case of existing Firm/Company	<a href="#">View</a>
PAN of Individual	<a href="#">View</a>
Last three years Income Tax Return in case of existing Firm/Company	<a href="#">View</a>
Latest 3 years Audited Balance Sheet in case of existing Firm/Company	<a href="#">View</a>
Elector's Photo Identity Card/ Aadhar Card as Identity and proof of resident address like telephone bill/ Tax receipt from Municipality/ Panchayat	<a href="#">View</a>
Certificate of Incorporation before the Registrar of Companies in case of Company	<a href="#">View</a>
PAN in case of Company	<a href="#">View</a>
Articles & Memorandum of Association in case of company	<a href="#">View</a>
Partnership Deed, in case of Partnership Firm	<a href="#">View</a>
Organizational structure of the Company/ Firm (Annex Documentary evidence)	<a href="#">View</a>

I hereby declare that the particulars given above are true to the best of my knowledge and belief \*

[Submit](#)

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On clicking on 'Submit' link, the following webpage appears post submission of application with updated Status.

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Common Application Form Preview | +

https://silpasathi.wb.gov.in/caf/submitted/blIZaEYvckNaeEVpYHBDVj8pSVByZz09/bkINUXNVSGd4K3h3MxxXOGPK2FKdz09

Ease of Doing Business | Single Window Services for Business

WELCOME ONBOARD TEST USER

DASHBOARD ALL ESTABLISHMENTS ALL SERVICES PROCEDURE COMPREHENSIVE LIST QUERY/GRIEVANCES

For any technical query, kindly drop a mail at [helpdesk.silpasathi@gmail.com](mailto:helpdesk.silpasathi@gmail.com)

### Current Status-CAF2022000643

NAME OF THE SERVICES	CURRENT STATUS	DATE
Allotment of land in Industrial Area (WBSIDC)	Application Saved / Payment initiated	Completed
	Payment Completed / Pending	Pending
	Waiting for Cabinet Approval	Pending
	Approved / Reject	Pending
	Provisional Offer Letter	Pending
	Lease / Final Payment Initiated	Pending
	Lease / Final Payment Completed	Pending
	Formal offer letter	Pending
	Site Plan	Pending
	Lease Deed	Pending
	Possession Certificate Delivered	Pending

Application status updated.

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The applicant /user shall be notified via SMS and email on his registered phone number and email id respectively. The applicant receives notifications at different stages of the application - application submission, application approval, etc.

← VM-WBGOVT

Application submitted. Status can also be checked online at any time through the Applicant Dashboard by logging into the Silpasathi Portal. Please keep this CAF number saved for future reference.  
CAF No.: CAF2024XXXXXX  
Dt.: 22-07-2024 14:03:05  
- Silpa Sathi SWP, Govt. of WB

2:03 pm

Application status notified through SMS.

Application status notified through email.

mail.google.com/mail/u/0/#inbox/FMfcgzGqCjstplhqHpFCLTGqCkKsHQW

Gmail

Search in mail

Compose

Inbox

Starrd

Sent

Drafts 26

More

Labels +

Common Application Submitted - silpasathi.wb.gov.in

silpasathi.wb.gov.in <silpasathi@wb.gov.in> to me

11:07 AM (3 hours ago)

Application submitted. Please check your status at regular intervals for taking necessary action as guided by the system. Keep this number for future reference. CAF No : CAF2022000481 Dt: 22-09-2022 11:07:11 Silpa Sathi SWP, Govt. of WB

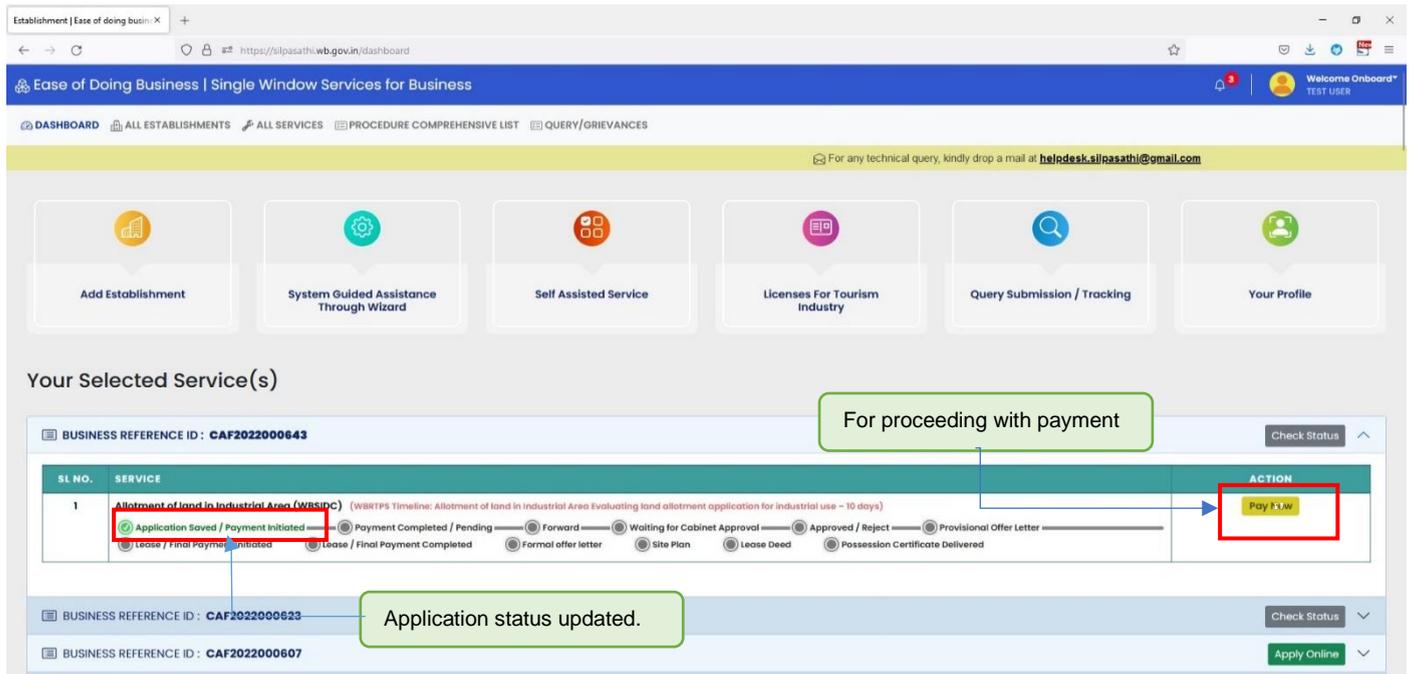
NOTE: YOU ARE RECEIVING THIS EMAIL BECAUSE YOU ARE A USER OF silpasathi.wb.gov.in GOVT. OF WEST BENGAL. PLEASE DO NOT REPLY TO THIS MAIL. THIS IS AN AUTO GENERATED MAIL AND REPLIES TO THIS EMAIL ID ARE NOT ATTENDED TO.

Allotment of land in Industrial Area (WBSIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

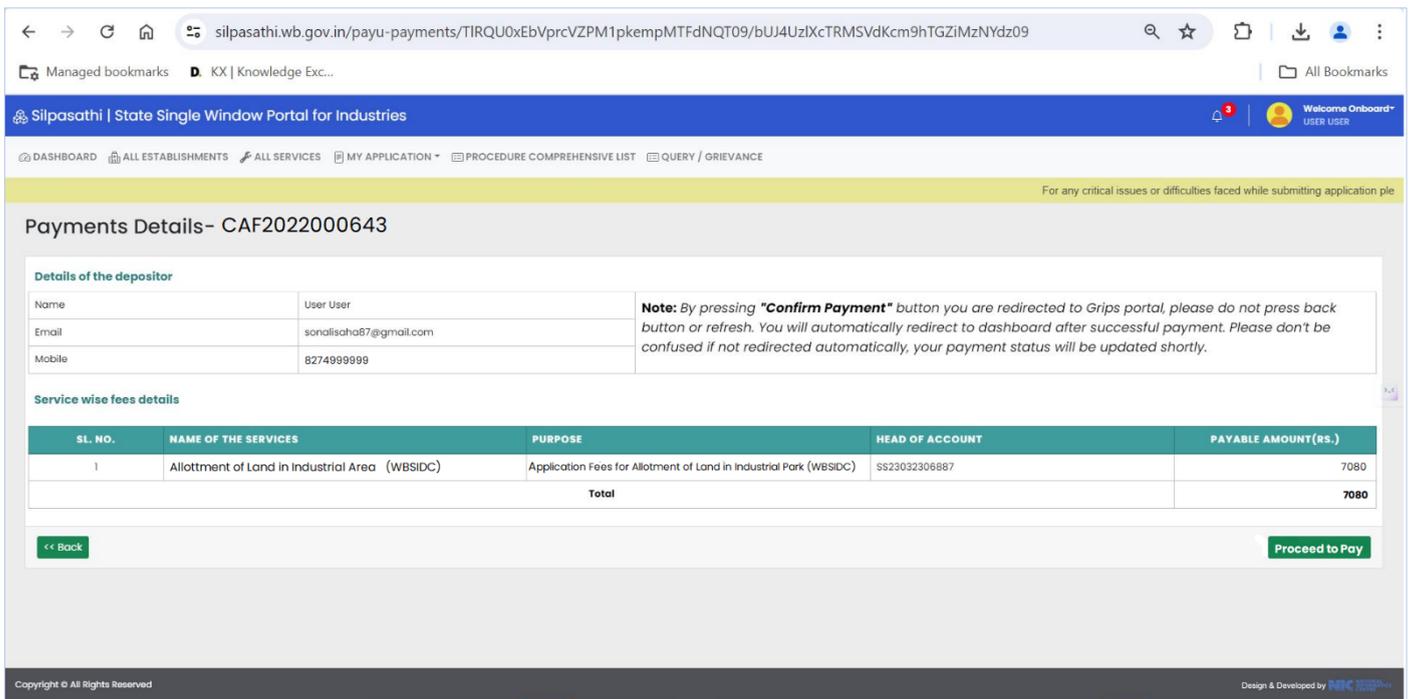
2. Online Payment of fees

The applicant is now required to pay the required fees based on the application filled by the applicant. The applicant has to click on 'Pay Now' option and proceed with the payment procedure. The screenshot below provides an illustration:

Applicant's Dashboard

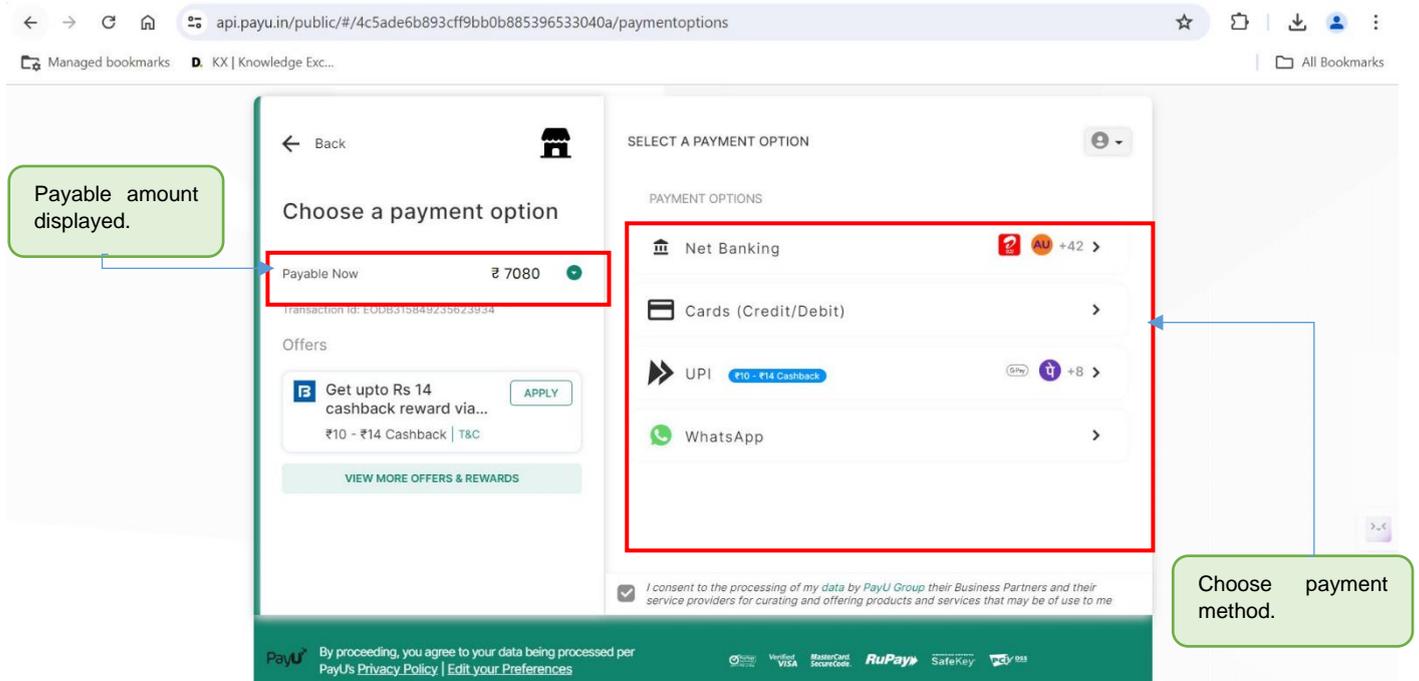


The payment procedure has been illustrated as per the following screenshots. The applicant can proceed with the payment after clicking on the 'Proceed to Pay' option.

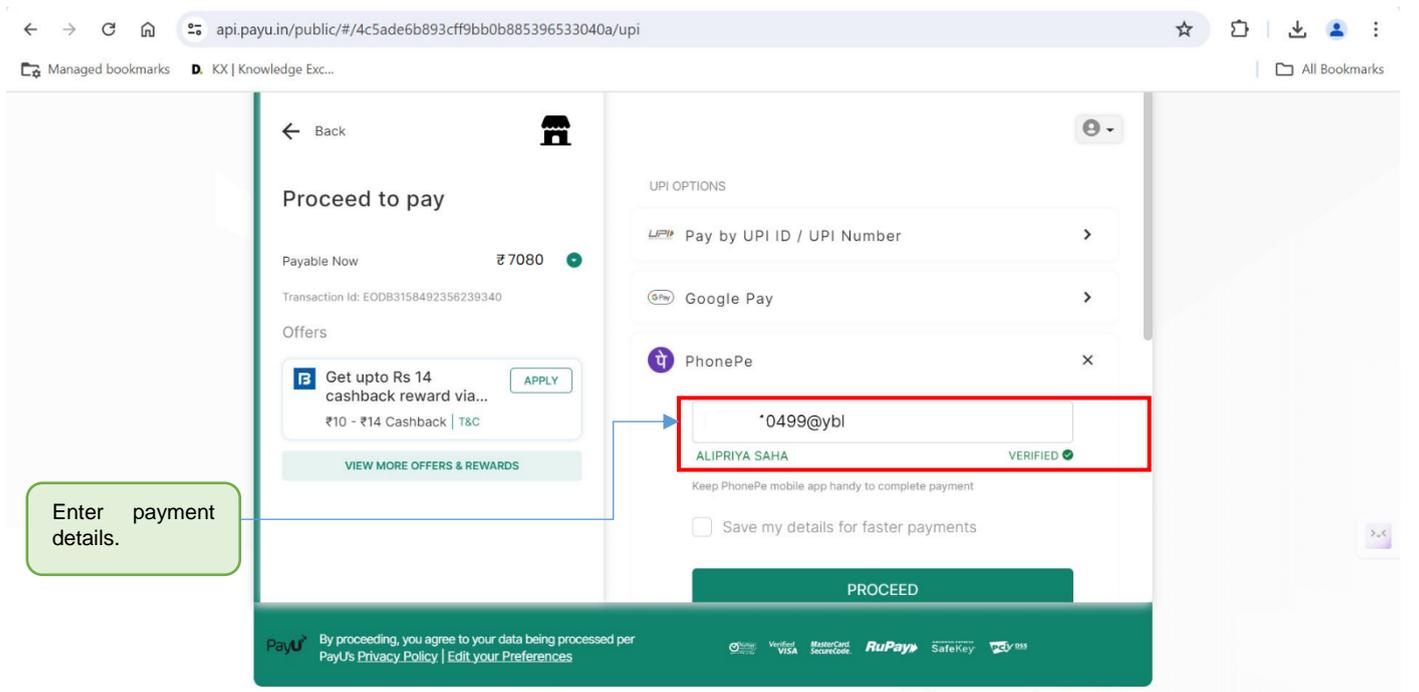


Allotment of land in Industrial Area (WBSIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

The applicant is redirected to the **PayU portal** to complete the payment process. The applicant shall be able to choose between various modes of payment methods for fees payment.



The applicant has to enter the correct details for payment transaction and proceed with the payment process.



After successful payment of fees, the user is displayed the updated status of the application as illustrated in the screenshots below. The page is redirected to webpage showing status as completed against **“Application Payment Completed”**.

# User Manual

# Allotment of land in Industrial Area– (WBSIDC)

Allotment of land in Industrial Area (WBSIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

## Status Dashboard

Common Application Form Preview X +

https://silpasathi.wb.gov.in/caf/submitted/blZaEYvckNaeEVpVHBDVj8pSVByZz09/bkINLUXNVSGd4K3h3MlxXOGIPK2FKz09

Ease of Doing Business | Single Window Services for Business

WELCOME ONBOARD TEST USER

DASHBOARD ALL ESTABLISHMENTS ALL SERVICES PROCEDURE COMPREHENSIVE LIST QUERY/GRIEVANCES

For any technical query, kindly drop a mail at [helpdesk.silpasathi@gmail.com](mailto:helpdesk.silpasathi@gmail.com)

### Current Status-CAF2022000643

NAME OF THE SERVICES	CURRENT STATUS	DATE
Allotment of land in Industrial Area (WBSIDC)	Application Saved / Payment Initiated	Completed
	Payment Completed / Pending	Completed
	Forward	Pending
	Waiting for Cabinet Approval	Pending
	Approved / Reject	Pending
	Provisional Offer Letter	Pending
	Lease / Final Payment Initiated	Pending
	Lease / Final Payment Completed	Pending
	Formal offer letter	Pending
	Site Plan	Pending
	Lease Deed	Pending
	Possession Certificate Delivered	Pending

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## Applicant's Dashboard

Establishment | Ease of doing business X +

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WELCOME ONBOARD TEST USER

DASHBOARD ALL ESTABLISHMENTS ALL SERVICES PROCEDURE COMPREHENSIVE LIST QUERY/GRIEVANCES

For any technical query, kindly drop a mail at [helpdesk.silpasathi@gmail.com](mailto:helpdesk.silpasathi@gmail.com)

**Add Establishment**

**System Guided Assistance Through Wizard**

**Self Assisted Service**

**Licenses For Tourism Industry**

**Query Submission / Tracking**

**Your Profile**

### Your Selected Service(s)

BUSINESS REFERENCE ID : CAF2022000643

Check Status

SL NO.	SERVICE	STATUS
1	Allotment of land in Industrial Area (WBSIDC) (WBRTPS Timeline: Allotment of land in Industrial Area Evaluating land allotment application for industrial use - 10 days)	Click to Proceed

BUSINESS REFERENCE ID : CAF2022000623

Check Status

BUSINESS REFERENCE ID : CAF2022000607

Apply Online

BUSINESS REFERENCE ID : CAF2022000590

Apply Online

BUSINESS REFERENCE ID : CAF2022000588

Apply Online

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## User Manual

## Allotment of land in Industrial Area– (WBSIDC)

Allotment of land in Industrial Area (WBSIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

The applicant can click on '**Click to Proceed**' and watch the preview of the application form.

### Preview of application form

The applicant has to click on '**Check Status**' to view the latest status of the application.

### Applicant's Dashboard

Establishment | Ease of doing business X +  
https://silpasathi.wb.gov.in/dashboard  
Ease of Doing Business | Single Window Services for Business  
WELCOME ONBOARD TEST USER  
DASHBOARD ALL ESTABLISHMENTS ALL SERVICES PROCEDURE COMPREHENSIVE LIST QUERY/GRIEVANCES  
For any technical query, kindly drop a mail at [helpdesk.silpasathi@gmail.com](mailto:helpdesk.silpasathi@gmail.com)

Add Establishment System Guided Assistance Through Wizard Self Assisted Service Licenses For Tourism Industry Query Submission / Tracking Your Profile

Your Selected Service(s)

BUSINESS REFERENCE ID : CAF2022000643 Check Status

SL NO.	SERVICE	ACTION
1	Allotment of land in Industrial Area (WBSIDC) (WBRTPS Timeline: Allotment of land in Industrial Area Evaluating land allotment application for industrial use - 10 days) Application Saved / Payment Initiated Payment Completed / Pending Forward Waiting for Cabinet Approval Approved / Reject Provisional Offer Letter Lease / Final Payment Initiated Lease / Final Payment Completed Formal offer letter Site Plan Lease Deed Possession Certificate Delivered	Click to Proceed

BUSINESS REFERENCE ID : CAF2022000623 Check Status  
BUSINESS REFERENCE ID : CAF2022000607 Apply Online  
BUSINESS REFERENCE ID : CAF2022000590 Apply Online  
BUSINESS REFERENCE ID : CAF2022000588 Apply Online

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**Note: Latest status can be seen any time through Applicant's Dashboard**

Current status appears in the Status Dashboard (Screenshot below).

# User Manual

# Allotment of land in Industrial Area– (WBSIDC)

Allotment of land in Industrial Area (WBSIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

NAME OF THE SERVICES	CURRENT STATUS	DATE
Allotment of land in Industrial Area (WBSIDC)		
Application Saved / Payment Initiated	Completed	
Payment Completed / Pending	Completed	
Forward	Completed	
Waiting for Cabinet Approval	Pending	
Approved / Reject	Pending	
Provisional Offer Letter	Pending	
Lease / Final Payment Initiated	Pending	
Lease / Final Payment Completed	Pending	
Formal offer letter	Pending	
Site Plan	Pending	
Lease Deed	Pending	
Possession Certificate Delivered	Pending	

**Note: Applicant can click on 'Check Status' at periodic intervals and can view the latest status of the application**

## Applicant's Dashboard

BUSINESS REFERENCE ID : CAF2022000658 Check Status

BUSINESS REFERENCE ID : CAF2022000643 Check Status

SL NO.	SERVICE	ACTION
1	Allotment of land in Industrial Area (WBSIDC) (WBRTPS Timeline: Allotment of land in Industrial Area Evaluating land allotment application for industrial use – 10 days) Application Saved / Payment Initiated — Payment Completed / Pending — <b>Forward</b> — Waiting for Cabinet Approval — Approved / Reject — Provisional Offer Letter Lease / Final Payment Initiated — Lease / Final Payment Completed — Formal offer letter — Site Plan — Lease Deed — Possession Certificate Delivered	Click to Proceed

BUSINESS REFERENCE ID : CAF2022000623 Check Status

BUSINESS REFERENCE ID : CAF2022000607 Apply Online

BUSINESS REFERENCE ID : CAF2022000590 Apply Online

BUSINESS REFERENCE ID : CAF2022000588 Apply Online

BUSINESS REFERENCE ID : CAF2022000587 Apply Online

BUSINESS REFERENCE ID : CAF2022000583 Check Status

BUSINESS REFERENCE ID : CAF2022000576 Apply Online

BUSINESS REFERENCE ID : CAF2022000575 Check Status

BUSINESS REFERENCE ID : CAF2022000573 Check Status

BUSINESS REFERENCE ID : CAF2022000571 Check Status

**Note: Applicant can click on 'Check Status' at periodic intervals and can view the latest status of the application**

# User Manual

# Allotment of land in Industrial Area– (WBSIDC)

Allotment of land in Industrial Area (WBSIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

## Status Dashboard

Common Application Form Preview X +  
https://silpasathi.wb.gov.in/caf/submitted/blZaEYvckNaeEYpVHBDYjB6SVByZz09/bkNlU0NWSGd4K3h3MkoXOGPK2FKdz09

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### Current Status-CAF2022000643

NAME OF THE SERVICES	CURRENT STATUS	DATE
Allotment of land in Industrial Area (WBSIDC)	Application Saved / Payment Initiated	Complete
	Payment Completed / Pending	Complete
	Forward	Complete
	Waiting for Cabinet Approval	Complete
	Approved / Reject	Pending
	Provisional Offer Letter	Pending
	Lease / Final Payment Initiated	Pending
	Lease / Final Payment Completed	Pending
	Formal offer letter	Pending
	Site Plan	Pending
	Lease Deed	Pending
	Possession Certificate Delivered	Pending

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## Applicant's Dashboard

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https://silpasathi.wb.gov.in/dashboard

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DASHBOARD ALL ESTABLISHMENTS ALL SERVICES PROCEDURE COMPREHENSIVE LIST QUERY/GRIEVANCES

For any technical query, kindly drop a mail at [helpdesk.silpasathi@gmail.com](mailto:helpdesk.silpasathi@gmail.com)

- Add Establishment
- System Guided Assistance Through Wizard
- Self Assisted Service
- Licenses For Tourism Industry
- Query Submission / Tracking
- Your Profile

### Your Selected Service(s)

BUSINESS REFERENCE ID : CAF2022000658 Check Status

BUSINESS REFERENCE ID : CAF2022000643 Check Status

SL NO.	SERVICE	ACTION
1	Allotment of land in Industrial Area (WBSIDC) (WBRTPS Timeline: Allotment of land in Industrial Area Evaluating land allotment application for industrial use - 10 days) Application Saved / Payment Initiated Payment Completed / Pending Forward Waiting for Cabinet Approval Approved / Reject Provisional Offer Letter Lease / Final Payment Initiated Lease / Final Payment Completed Formal offer letter Site Plan Lease Deed Possession Certificate Delivered	<span>Click to Proceed</span>

BUSINESS REFERENCE ID : CAF2022000623 Check Status

BUSINESS REFERENCE ID : CAF2022000607 Apply Online

BUSINESS REFERENCE ID : CAF2022000590 Apply Online

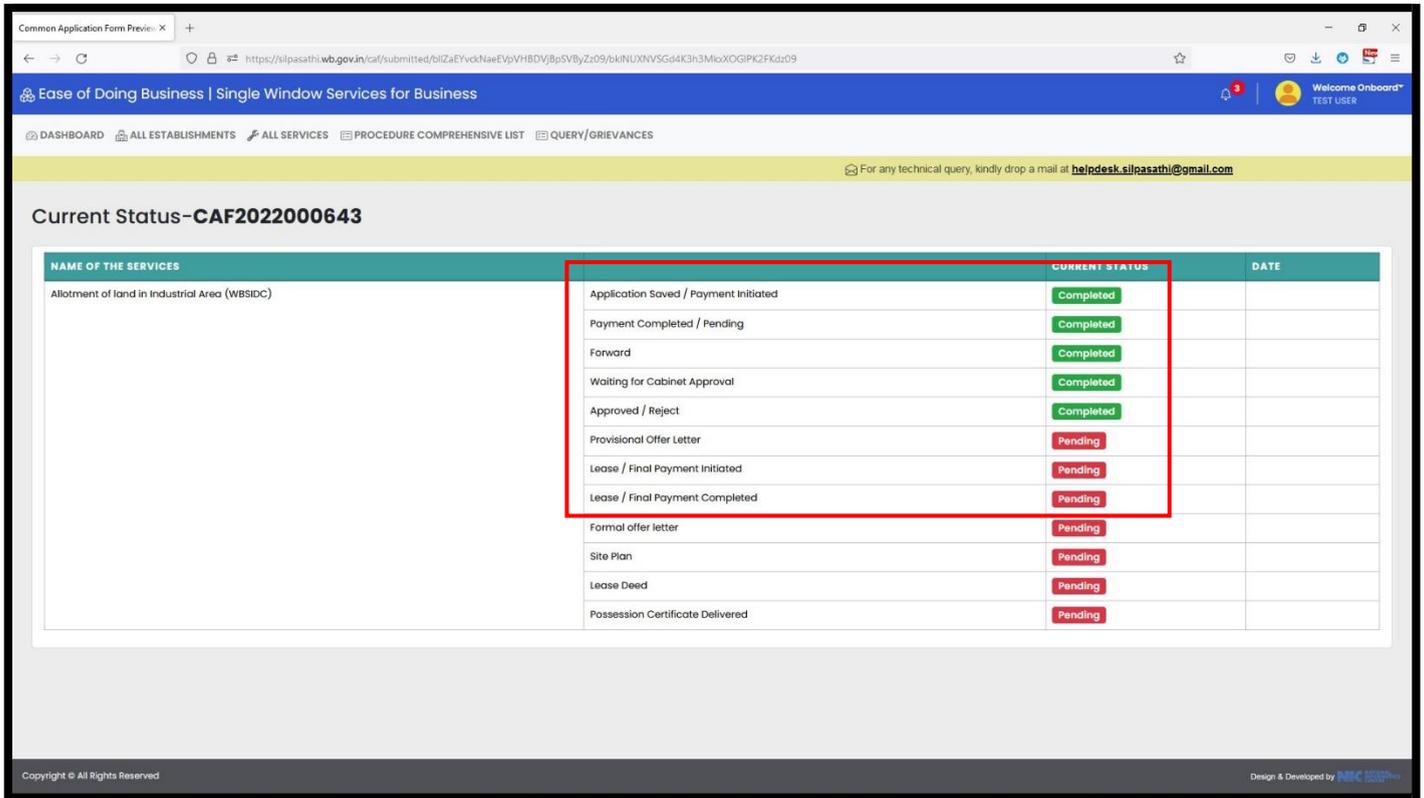
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# User Manual

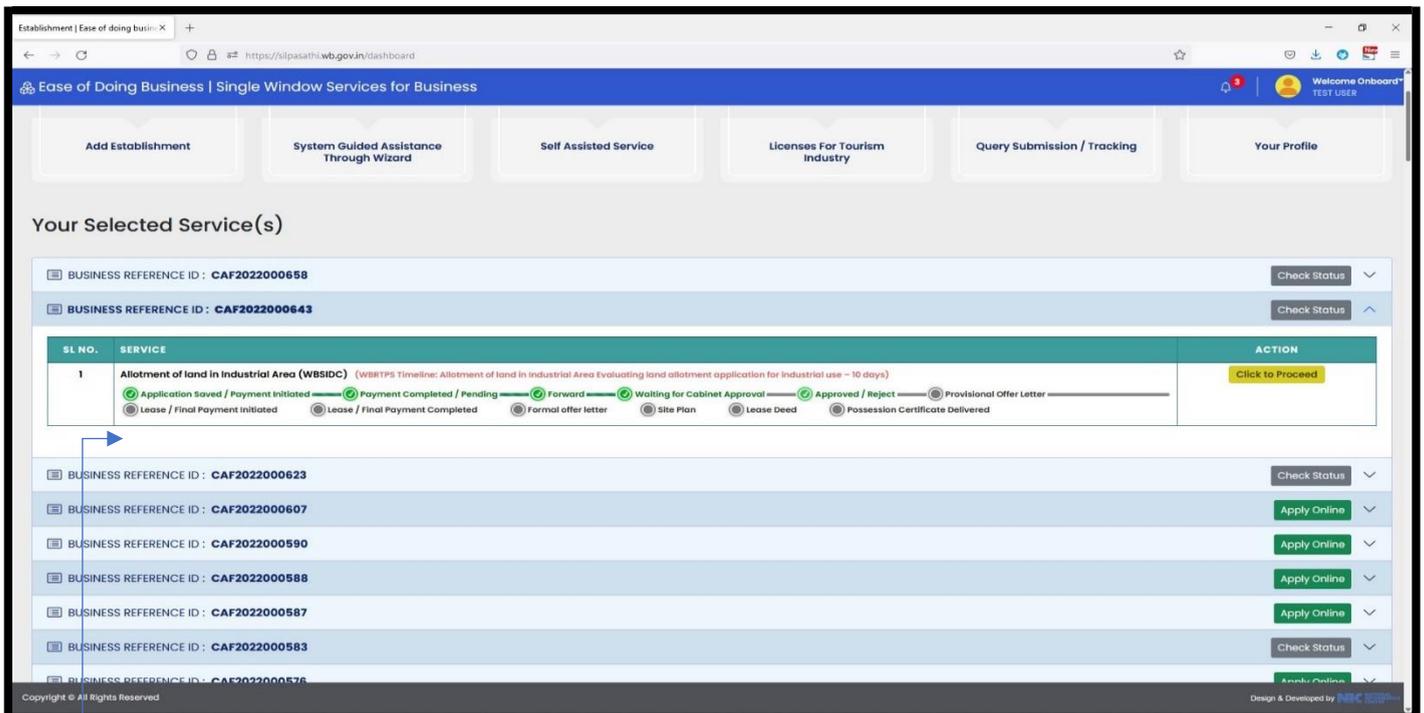
# Allotment of land in Industrial Area– (WBSIDC)

Allotment of land in Industrial Area (WBSIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

## Status Dashboard



## Applicant's Dashboard



Application status updated.

# User Manual

# Allotment of land in Industrial Area– (WBSIDC)

Allotment of land in Industrial Area (WBSIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

## Status Dashboard

For proceeding with payment

NAME OF THE SERVICES	CURRENT STATUS	DATE
Allotment of land in Industrial Area (WBSIDC)	Application Saved / Payment Initiated	Completed
	Payment Completed / Pending	Completed
	Forward	Completed
	Waiting for Cabinet Approval	Completed
	Approved / Reject	Completed
	Provisional Offer Letter	Completed
	Lease / Final Payment Initiated	Completed
	Lease / Final Payment Completed	Pending
	Formal offer letter	Pending
	Site Plan	Pending
	Lease Deed	Pending
	Possession Certificate Delivered	Pending

## Applicant Dashboard

Your Selected Service(s)

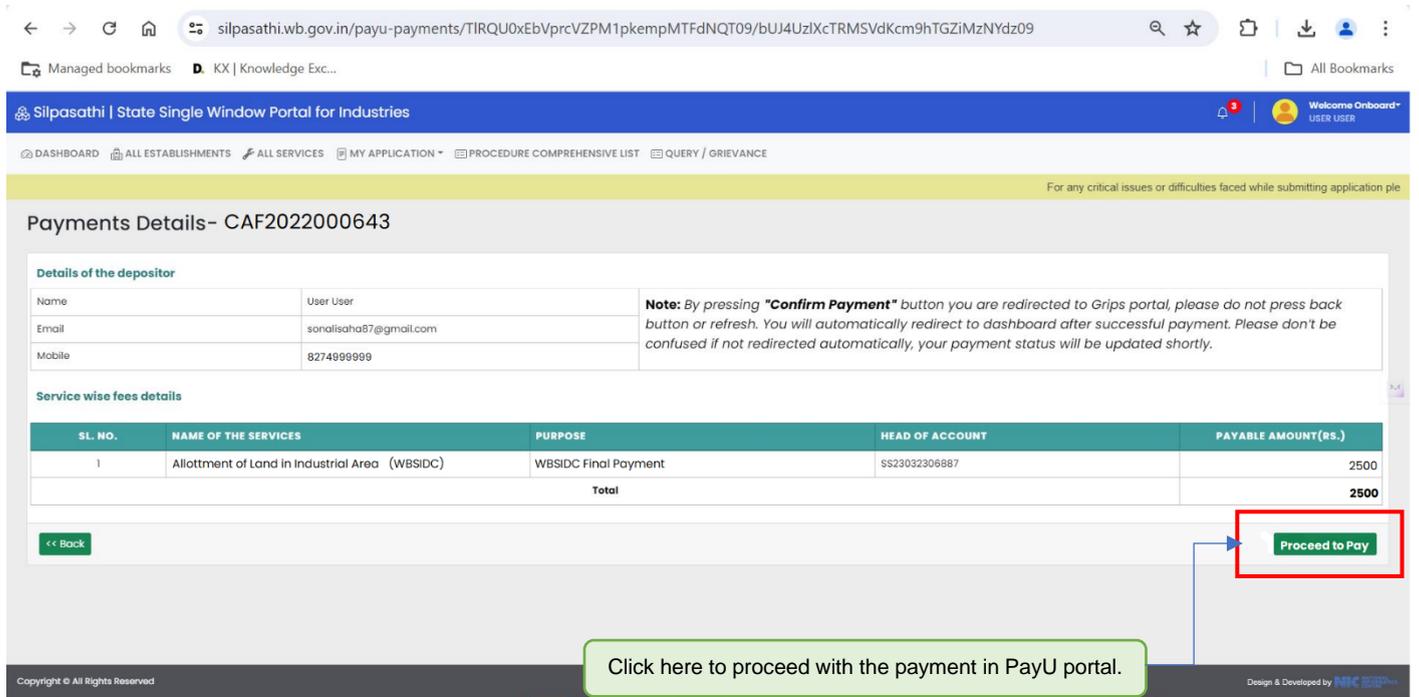
- BUSINESS REFERENCE ID : CAF2022000658 [Check Status]
- BUSINESS REFERENCE ID : CAF2022000643 [Check Status]

SL NO.	SERVICE	ACTION
1	<b>Allotment of land in Industrial Area (WBSIDC)</b> (WBRTPS Timeline: Allotment of land in Industrial Area Evaluating land allotment application for industrial use – 10 days) ● Application Saved / Payment Initiated ● Payment Completed / Pending ● Forward ● Waiting for Cabinet Approval ● Approved / Reject ● Provisional Offer Letter ● Lease / Final Payment Initiated ● Lease / Final Payment Completed ● Formal offer letter ● Site Plan ● Lease Deed ● Possession Certificate Delivered	Pay Now

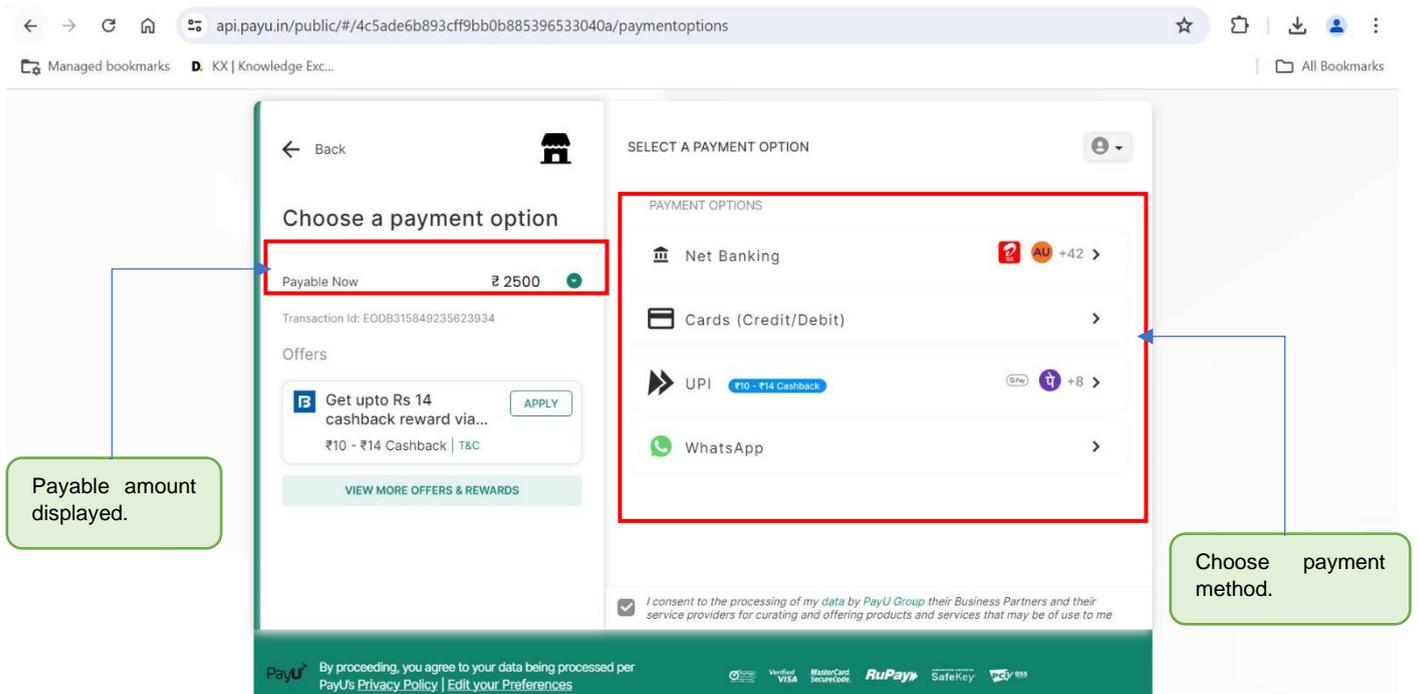
- BUSINESS REFERENCE ID : CAF2022000623 [Check Status]
- BUSINESS REFERENCE ID : CAF2022000607 [Apply Online]
- BUSINESS REFERENCE ID : CAF2022000590 [Apply Online]
- BUSINESS REFERENCE ID : CAF2022000588 [Apply Online]
- BUSINESS REFERENCE ID : CAF2022000587 [Apply Online]
- BUSINESS REFERENCE ID : CAF2022000583 [Check Status]
- BUSINESS REFERENCE ID : CAF2022000576 [Apply Online]
- BUSINESS REFERENCE ID : CAF2022000575 [Check Status]

Allotment of land in Industrial Area (WBSIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

The payment procedure has been illustrated as per the following screenshots. The applicant can proceed with the payment after clicking on the 'Proceed to Pay' option.

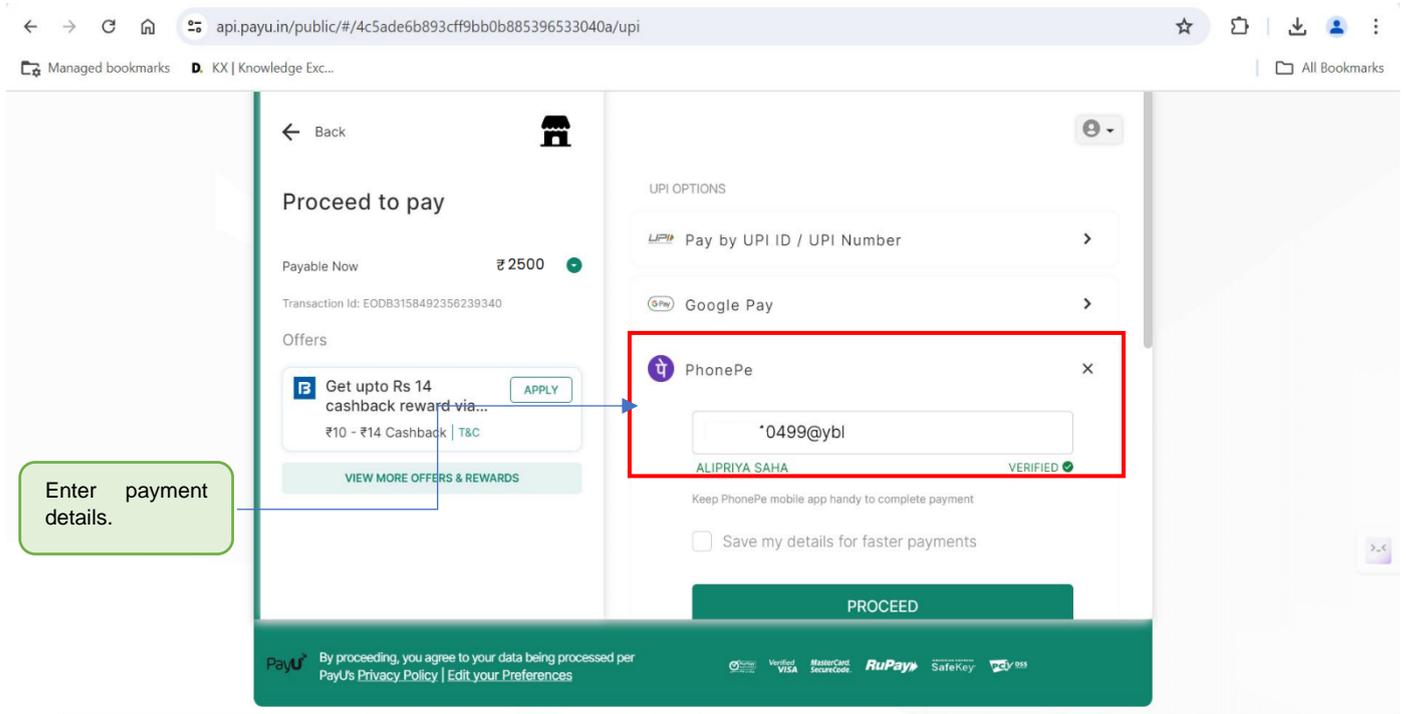


The applicant is redirected to the **PayU portal** to complete the payment process. The applicant shall be able to choose between various modes of payment methods for fees payment.

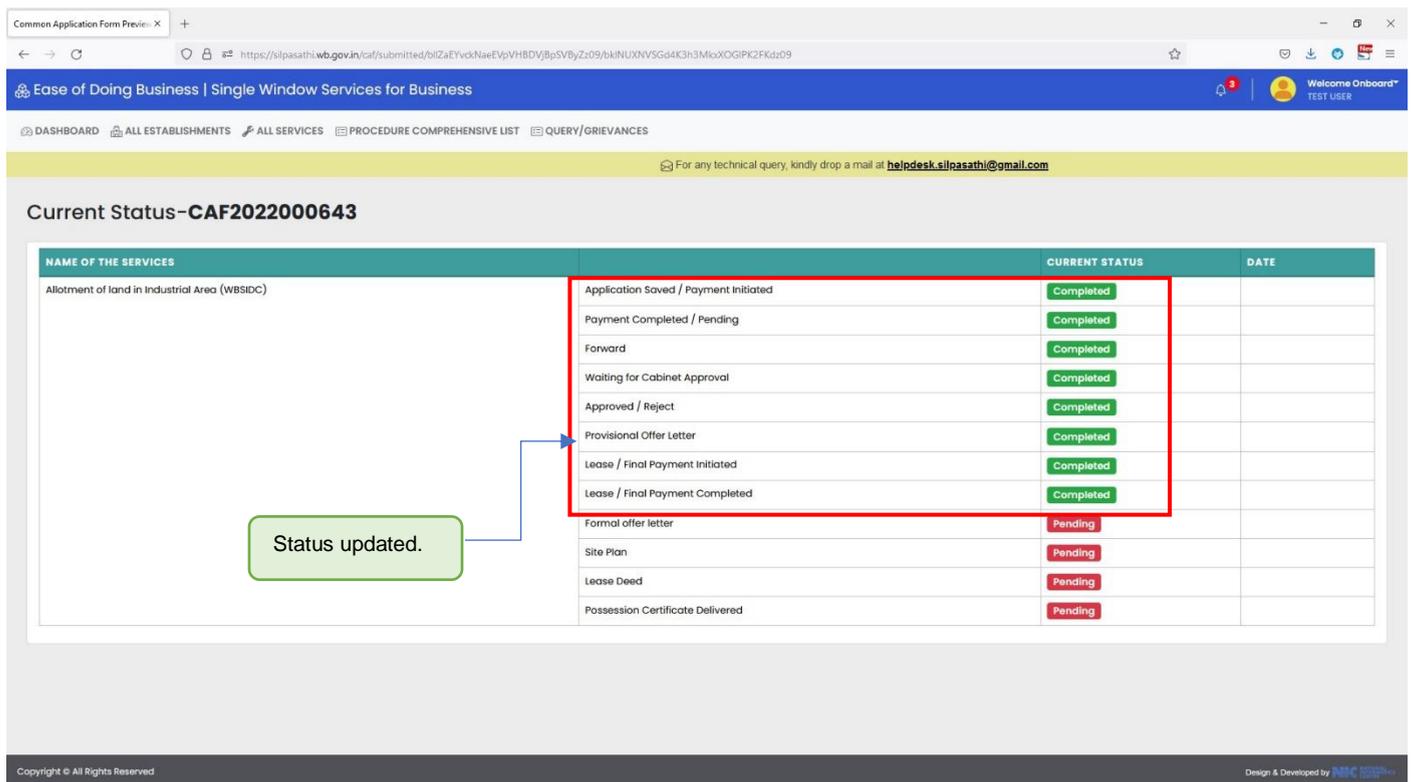


Allotment of land in Industrial Area (WBSIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

The applicant has to enter the correct details for payment transaction and proceed with the payment process.



After successful payment of fees, the user is displayed the updated status of the application as illustrated in the screenshots below. The page is redirected to webpage showing status as completed against “Lease Payment Completed”.



Allotment of land in Industrial Area (WBSIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

## 3. Track Status of Application

The applicant has to click on 'Check Status' to view the latest status of the application.

### Applicant's Dashboard

The screenshot shows the 'Applicant's Dashboard' on the SilpaSathi portal. Under the heading 'Your Selected Service(s)', there is a list of business reference IDs. The first service, 'Allotment of land in Industrial Area (WBSIDC)', is expanded to show a progress bar with steps: Application Saved / Payment Initiated, Payment Completed / Pending, Forward, Waiting for Cabinet Approval, Approved / Reject, Provisional Offer Letter, Lease / Final Payment Initiated, Lease / Final Payment Completed, Formal offer letter, Site Plan, Lease Deed, and Possession Certificate Delivered. A red box highlights the 'Check Status' button for this service. A callout box points to this button with the text: 'Click on 'Check Status' to check the latest status of the application.'

**Note:** Latest status can be seen any time through Applicant's Dashboard

Current status appears in the Status Dashboard (Screenshot below).

### Status Dashboard

The screenshot shows the 'Status Dashboard' for business reference ID CAF202200643. It displays a table with the following data:

NAME OF THE SERVICES	CURRENT STATUS	DATE
Allotment of land in Industrial Area (WBSIDC)		
Application Saved / Payment Initiated	Completed	
Payment Completed / Pending	Completed	
Forward	Completed	
Waiting for Cabinet Approval	Completed	
Approved / Reject	Completed	
Provisional Offer Letter	Completed	
Lease / Final Payment Initiated	Completed	
Lease / Final Payment Completed	Completed	
Formal offer letter	Completed	
Site Plan	Pending	
Lease Deed	Pending	
Possession Certificate Delivered	Pending	

A red box highlights the 'Completed' status for the first seven steps and the 'Pending' status for the last three steps.

# User Manual

# Allotment of land in Industrial Area– (WBSIDC)

Allotment of land in Industrial Area (WBSIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

## Applicant Dashboard

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← → ↻ https://silpasathi.wb.gov.in/dashboard

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3 Welcome Onboard TEST USER

BUSINESS REFERENCE ID : CAF202200658 Check Status

BUSINESS REFERENCE ID : CAF202200643 Check Status

SL NO.	SERVICE	ACTION
1	<b>Allotment of land in Industrial Area (WBSIDC)</b> (WBRTPS Timeline: Allotment of land in Industrial Area Evaluating land allotment application for industrial use - 10 days) Application Saved / Payment Initiated — Payment Completed / Pending — Forward — Waiting for Cabinet Approval — Approved / Reject — Provisional Offer Letter Lease / Final Payment Initiated — Lease / Final Payment Completed — Formal offer letter — Site Plan — Lease Deed — Possession Certificate Delivered	<span>Click to Proceed</span>

BUSINESS REFERENCE ID : CAF202200623 Check Status

BUSINESS REFERENCE ID : CAF202200607 Apply Online

BUSINESS REFERENCE ID : CAF2022000590 Apply Online

BUSINESS REFERENCE ID : CAF2022000588 Check Status

Application View Details | Ease of do. X +

← → ↻ https://silpasathi.wb.gov.in/viewdetails/54/biIzEYvckNaeEvpVHBDVj8pSVByZiO9/bkiNUNVSGd4K3h3MkuXOGIPK2FKdt09

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For any technical query, kindly drop a mail at [helpdesk.silpasathi@gmail.com](mailto:helpdesk.silpasathi@gmail.com)

### Application Form View Details - CAF202200643

PARAMETERS	INPUTS
Application Number	Your Application No is APFLANDSIDC000094
Applied On	12-10-2022
<b>Provisional Offer Letter Details</b>	
Provisional Offer Letter	<span>Provisional Offer Letter</span>
Provisional Offer Letter Issue Date	13-10-2022
<b>Formal Offer Letter Details</b>	
Formal Offer Letter	<span>Formal Offer Letter</span>
Provisional Offer Letter Issue Date	14-10-2022
<b>Basic Details</b>	
Name of undertaking	Name of undertaking
Status of the Applicant	Proprietor
Status of Company / Firm	Proprietor
GST number of company / firm	IBAABCU9603RIZM
Mobile No	8998999989
<b>Registered Office Address</b>	
Building No	Building No
Building Name	Building Name

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When the application details is viewed by clicking the “Click to Proceed” button then applicant can view the Provisional Offer Letter under the “Provisional Offer Letter Details” section.

Allotment of land in Industrial Area (WBSIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

Application View Details | Ease of di: X PO\_Letter\_.pdf

https://silpasathi.wb.gov.in/read-bytea-file-ai/aWQ%3D/Mg%3D%3D/MTp%3D/d2zaWR/X2stX2FwcGspY2F0aW9uX21hc3Rlcg%3D%3D/ctHvdmbzaW9uYWxib2ZmZXJlbgV0dGVy/UE9tIGV0dGVyky5wZGY%3D

Automatic Zoom

**THE WEST BENGAL SMALL INDUSTRIES DEVELOPMENT CORPORATION LIMITED**  
(A GOVERNMENT OF WEST BENGAL UNDERTAKING)  
SHILPA BHAWAN, 31, BLACK BURN LANE, 2ND FLOOR,  
KOLKATA-700 012

Memo No. SB- / \_\_\_\_\_ Dated \_\_\_\_/\_\_\_\_/2021

To \_\_\_\_\_

Sub: **Provisional offer of allotment for Plot Nos. D-36 to D-37 measuring area of 24.910 Kattah (Approx.) at Ambari Falakata Industrial Park on "as is where is basis" for the period up to 06.01.2108 on Long Term Lease Basis.**

Ref:

1. **Your application no. APP000517**
2. **Cabinet Secretariat U.O. No. 10(11)-Cab.Sub.Com.(I.I.&E)/(Pro)-11(1)/2021 dated 12.11.2021**

Madam/Sir,

In this connection this is to inform you that you have been tentatively selected for allotment of the above said Plot Nos. D-36 to D-37 measuring area of 24.910 Kattah (Approx.) at Ambari Falakata Industrial Park (Unit- Battery manufacturing) on "as is where is basis" for the period up to 06.01.2108 on Long Term Lease Basis @Rs. 1,50,000/- per Kattah with 15% rebate facility.

Hence, you are requested to kindly deposit Rs. 31, 76,025/- (Rupees Thirty One Lakh Seventy Six Thousand Twenty Five) only on account of Lease premium only.

This allotment is subject to the following terms and conditions: -

- 1) Total amount on account of Long Term Lease Premium i.e. Rs. 31, 76,025/- (Rupees Thirty One Lakh Seventy Six Thousand Twenty Five) only shall have to be deposited within 90 (Ninety) days from the date of issue of this offer positively.
- 2) This allotment is liable to be cancelled if full payment is not received within 90 (Ninety) days from the date of this offer of provisional allotment. However, if the allottee is allowed to pay even after 90 (Ninety) days under any circumstances, the allottee will have to pay interest @ 12% per annum on the balance dues as stands on 91st day after the date of offer of provisional



THE WEST BENGAL SMALL INDUSTRIES DEVELOPMENT CORPORATION LIMITED  
(A GOVERNMENT OF WEST BENGAL UNDERTAKING)  
SHILPA BHAWAN, 31, BLACK BURN LANE, 2ND FLOOR,  
KOLKATA-700 012

Memo No. SB- / \_\_\_\_\_

Dated \_\_\_\_/\_\_\_\_/2021

To \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Sub: Provisional offer of allotment for Plot Nos. D-36 to D-37 measuring area of 24.910 Kattah (Approx.) at Ambari Falakata Industrial Park on "as is where is basis" for the period up to 06.01.2108 on Long Term Lease Basis.**

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- 3) You have to pay Annual Maintenance charges at the rate prevailed time to time to this Corporation so long the Association of Entrepreneurs takeover the responsibility of maintenance of the concerned estate.
- 4) The payment should be made in D.D. / Pay Order/ Bankers Cheque in favour of "The WBSIDC Ltd." payable at Kolkata.
- 5) That you shall have to apply for electricity connection to the local WBSEDCL/CESC authority on payment of requisite charges and observance of required formalities. Cost of internal wiring shall be borne by you entirely. You have to pay the requisite electric charges to the concerned authority.
- 6) The stamp duty, registration charges and legal expenses involved in the execution of agreement, lease deed etc. will have to be borne by the allottee. On revocation of lease or violation of terms of the lease the Corporation will be at liberty to take possession of the land/Shed/premises along with structure including machinery, stores, raw materials, finished products etc. and dispose of the same without making any further reference to you.
- 7) Possession of this stall/shed/plot/building space on "as is where is basis" shall be handed over to you after proper execution and registration of lease deed as above. Possession will have to be taken by you or your authorized representative personally signing the possession certificate to be issued by the SAE-in-Charge of Ambari Falakata Industrial Park. Clearance of the W.B. Pollution Control Board from the environmental Pollution angle must be obtained and submitted to this corporation before handing over possession. If WBPCB denies issuing NOC before taking over possession of the plot by you then you shall have to submit an undertaking in the form of an Affidavit that you shall be liable to submit the NOC to this corporation within two months from the date of taking over the possession of the subject plot.

Page 1 of 2

Sample

of the Provisional Offer Letter is displayed below.

- 8) You will have to submit Fire license from appropriate authority.
- 9) After occupation of the said premises you will have to pay any other rates, taxes, charges, levies etc. as may be imposed upon by the Govt. / Statutory bodies / W.B.S.I.D.C Ltd in future.
- 10) The Corporation reserves the right to cancel this allotment at any stage with or without showing any reason whatsoever. This allotment shall not be changed in any way. In particular, this allotment will stand cancelled if this unit is not commissioned within the date as prescribed.
- 11) In case if you wish to surrender the allotment in any stage, the following norms would be followed.
- a) The surrendering unit has not been served the Eviction Notice (Form-A) in the preceding 03 years from the date of application for surrender.
- b) The surrendering unit should not have any outstanding dues either to the WBSIDCL or any Financial Institution against the respective premises.

SL. NO.	NO. OF YEARS FROM THE DATE OF POSSESSION	LEASE PREMIUM TO BE REFUNDED
1.	<25	50% of the Lease Premium
2.	25-50	25% of the Lease Premium
3.	50-75	5% of the Lease Premium
4.	>75	0% of the Lease Premium

The formal offer of allotment will be issued from this end after payment in due time as stipulated above and its encashment provided you submitted Entrepreneurs Memorandum / SSI Registration certificate/UAM if available, Vetted Project Report, N.O.C. from W.B.P.C.B if available, Professional Tax Registration Certificate with last year return if applicable, Income Tax Registration Certificate and Residential Certificate on or before final payment.

Yours faithfully  
For The WBSIDC Ltd.

Estate Manager

**Copy forwarded for necessary information:**

1. The Special Secretary to the Govt. of W.B., Department of MSME & T, 4, Abanindranath Tagore Sarani (Camac Street), 8th Floor, Kolkata-700016.
2. The Executive Engineer In Charge (HQ), The W.B.S.I.D.C. Ltd., Shilpa Bhavan, 31, Black Burn Lane, Kolkata - 12.
3. The AE/SAE-In-Charge, Ambari Falakata Industrial Park, The WBSIDCL.  
....C/o. Siliguri Commercial Estate, Sevoke Road, 2nd Mile, P.O. Ektiasal, Siliguri, Dist. Jalpaiguri, Pin - 734 001.
4. The General Manager, Jalpaiguri, Club Road, P.O. & Dist Jalpaiguri, PIN- 735101.
5. The Finance Officer, The W.B.S.I.D.C. Ltd, Shilpa Bhavan, 31, Black Burn Lane, Kolkata-12.
6. Safiul Khan, System Administrator, The W.B.S.I.D.C. Ltd., Shilpa Bhavan, 31, Black Burn Lane, Kolkata - 12....For email and records.

Estate Manager  
Page 2 of 2



Allotment of land in Industrial Area (WBIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

**THE WEST BENGAL SMALL INDUSTRIES DEVELOPMENT CORPORATION LTD.  
(A GOVERNMENT OF WEST BENGAL UNDERTAKING)  
31, BLACK BURN LANE, (2<sup>ND</sup> FLOOR) SILPA BHAWAN,  
KOLKATA – 700012**

Memo No. \_\_\_\_\_ / Bauria I.E.

Dated \_\_\_\_\_ /03/2019

To  
M/s. Gayatri Green tech,  
Prop : Mr. Ranjan Dutta  
17/2, Tanti Para lane,  
P.O. Santragachi, P.S. Shibpurm,  
Howrah – 711104.

**Sub: Formal allotment of Plot No. 13AE(N) measuring area 6.50 katha(Approx) at Bauria Industrial Estate on 'as is where is basis' for 30 years (Long Term) for Mfg. of Paper cup & paper products.**

**Ref: Provisional offer letter no. SB-1/2859/6/ 2018-19 dated- 06-02-2019**

Dear Sir/Madam,

We are glad to allot the **Plot no. 13AE(N) measuring area 6.50 katha** at Bauria Industrial Estate on long term lease basis in your favour as per terms and conditions given below :-

- 1) You will have to submit the Udyog Aadhaar Memorandum in the line of your project, if applicable. Any change in the above item should be duly notified to this Corporation well in advance supported by revised Uddyog Aadhaar Memorandum.
- 2) You have deposited **Rs.1,95,000/-**(Rupees one lakh ninety five thousand) only by D.D. no.918016 dt.19.02.2019 on account of Long Term Lease Premium of Plot no. 13AE(N) as per provisional offer of allotment letter as stated above.
- 3) You have to pay Annual Maintenance charges @ 1.50 per sft. per annum along with GST as applicable till the Association of Entrepreneurs take over maintenance work.
- 4) Registration & other necessary formalities of the agreement must be completed within 90 (Ninety) days from the date of issuance of this allotment letter. In this respect please down load the draft copy of lease deed agreement from the website of this Corpn. [www.wbsidcl.com](http://www.wbsidcl.com)

5) Documentations:-

For the purpose of Registration of Lease Deed Agreement and taking over final possession of the space allotted to you if will be required to :-

- i) Submit duly signed duplicate copy of this Formal Offer letter as your note of acceptance.  
Submit the following papers within 30 days from the date of this letter:
  - a) 6 (six) copies of site plan duly approved and signed by the SAE-in-charge (civil) of the concerned Industrial/ Commercial Estate.
  - b) The original deed (draft available in our official website) typed on requisite non-judicial stamp papers.
  - c) Two copies of the same L.D. typed on plain demy papers
  - d) One copy of the same L.D. written on documentation sheets.

P.T.O.

Allotment of land in Industrial Area (WBIDC) provided as a service through ‘SilpaSathi’ the Online Single Window portal of State (WB)

Page – 2

- e) Photo copy of The Memorandum and Articles of Association along with the details of present Shareholders like name, address total nos. of shares under their possession etc. or deed of partnership, as the case may be.
- f) Current Trade License (Valid). If available.
- g) Project Report or expansion project report duly approved by D.I.C./SISI & allied authority. If applicable.
- h) You will have to submit ‘Consent to Establish’ from WBPCB within 2(two) months from the date of taking over possession and ‘Consent to Operate’ from WBPCB prior to commencement of production, if applicable.

The actual date of execution and registration of such lease deed in Registrar of Assurances Office at Kolkata, may be fixed in consultation with the Estate Manager The W.B.S.I.D.C. Ltd. and on the date of registration you will be required to remain present in the Registration Office personally for such execution and registration, all cost of which will be borne by you.

Yours faithfully,  
for The W.B. Small Industries Dev. Corpn. Ltd.,

Estate Manager

Encls: 1) Duplicate copy of this letter.

**Copy forwarded for information & necessary action to the :-**

- 1) The Special Secretary to the Govt of West Bengal, Micro Small & Medium Enterprises & Textiles Department, Hemanta Bhawan, 12, B.B.D. Bag (East) Kolkata – 700001.
- 2) The Executive Engineer, The W.B.S.I.D.C. Ltd., Silpa Bhavan, Kolkata -12
- 3) The Sub Assistant Engineer, Bauria Industrial Estate, C/o Balticuri I/E. Administrative Building, The W.B.S.I.D.C.Ltd., Dasnagar, Howrah – 711113.  
-- He / She is requested to hand over possession of the demised premises after execution & registration of the Lease Deed of the demised premises. After completion of the process all the relevant papers are to be submitted to this office.
- 4) The A.E. (Elect.), The W.B.S.I.D.C. Ltd., Kolkata - 700 012.  
He is requested to issue necessary consent letter (i.e. N.O.C.) in favour of allottee within 7 (seven) days / reasonable time, from the date of issue of this formal offer of allotment letter to avoid delay.
- 5) The General Manager, DIC, Howrah, 24, Belilious Road, Howrah – 711101.
- 6) Finance Officer, Accounts Section, Infra A/c. Divn., Silpa Bhavan, Kolkata - 700 012.

Estate Manager

**NOTE OF ACCEPTANCE BY THE ALLOTTEE**

I / We fully agree and accept the terms & conditions prescribed in this letter of allotment and also in the Provisional Offer letter No. \_\_\_\_\_, dated \_\_\_\_\_.

\_\_\_\_\_  
Signature with seal

Prepared and verified by me

Allotment of land in Industrial Area (WBIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

**THE WEST BENGAL SMALL INDUSTRIES DEVELOPMENT CORPORATION LTD.  
(A GOVERNMENT OF WEST BENGAL UNDERTAKING)  
31, BLACK BURN LANE, (2<sup>ND</sup> FLOOR) SILPA BHAWAN,  
KOLKATA – 700012**

Memo No. \_\_\_\_\_ / Bauria I.E. Dated \_\_\_\_\_ /04/2019

To  
M/s. Jai Balaji Udyog,  
C/o. Mrs. Manju Devi Goenka,  
31, College Street,  
Kolkata 700073

**Sub: Formal allotment of Plot No. P-23(S)/2 measuring area 7.744 katha (Approx) at Bauria Industrial Estate on 'as is where is basis' for 30 years (Long Term) for Mfg. of Fly Ash Paver Blocks**

**Ref: Provisional offer letter no. SB-1/2860/6/2018-19 dated- 06-02-2019**

Dear Sir/Madam,

We are glad to allot the **Plot no. P-23(S)/2 measuring area 7.744 katha (Approx)** at Bauria Industrial Estate on long term lease basis in your favour as per terms and conditions given below :-

- 1) You will have to submit the Udyog Aadhaar Memorandum in the line of your project, if applicable. Any change in the above item should be duly notified to this Corporation well in advance supported by revised Uddyog Aadhaar Memorandum.
- 2) You have deposited Rs. **2,32,320/-** (Rupees three lakh ) only by D.D. No. 934320 dt.10.04.2019 drawn on UCO Bank on account of Long Term Lease Premium of Plot no. P-23(S)/2 as per provisional offer of allotment letter as stated above.
- 3) You have to pay Annual Maintenance charges @ 1.50 per sft. per annum along with GST as applicable till the Association of Entrepreneurs take over maintenance work.
- 4) Registration & other necessary formalities of the agreement must be completed within 90 (Ninety) days from the date of issuance of this allotment letter. In this respect please download the draft copy of lease deed agreement from the website of this Corpn. [www.wbsidcl.com](http://www.wbsidcl.com)

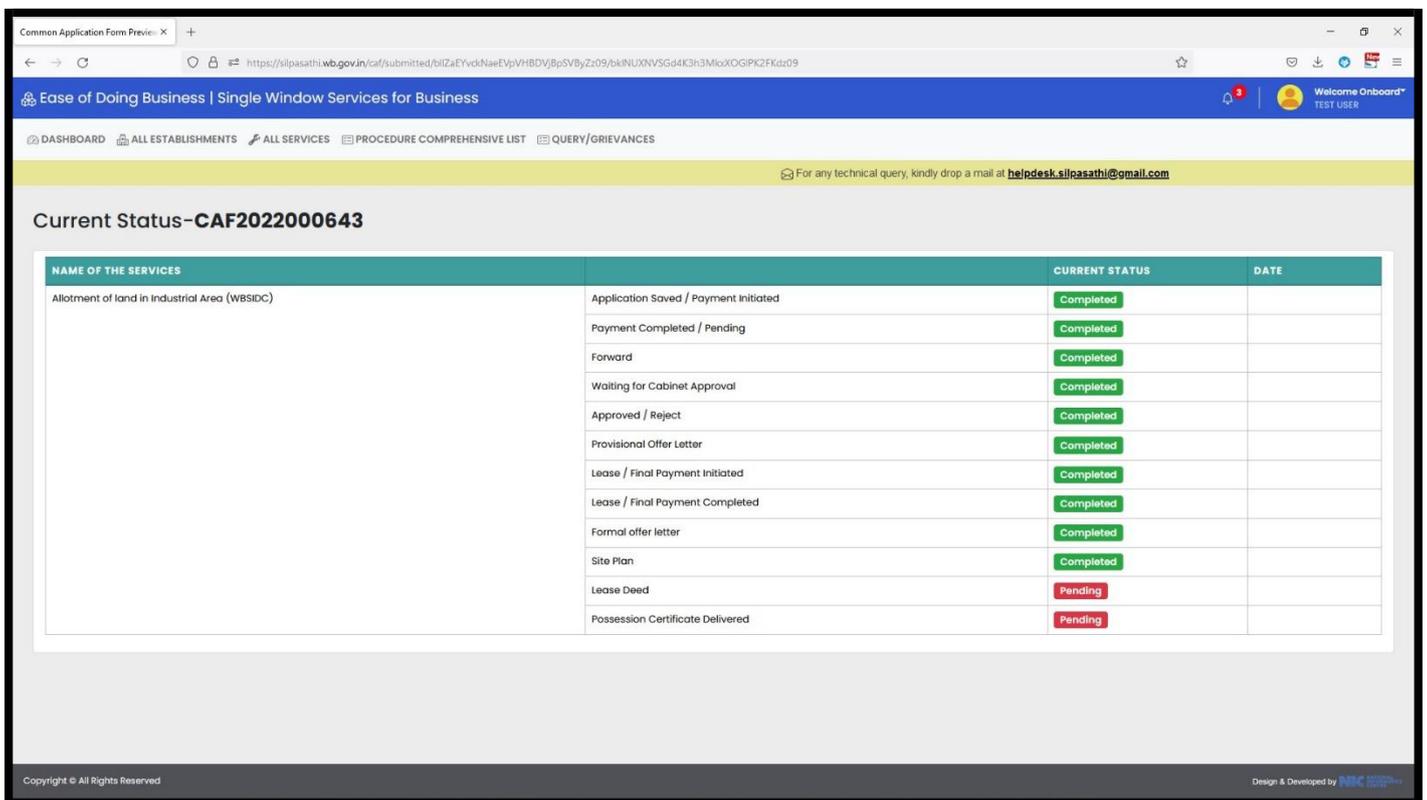
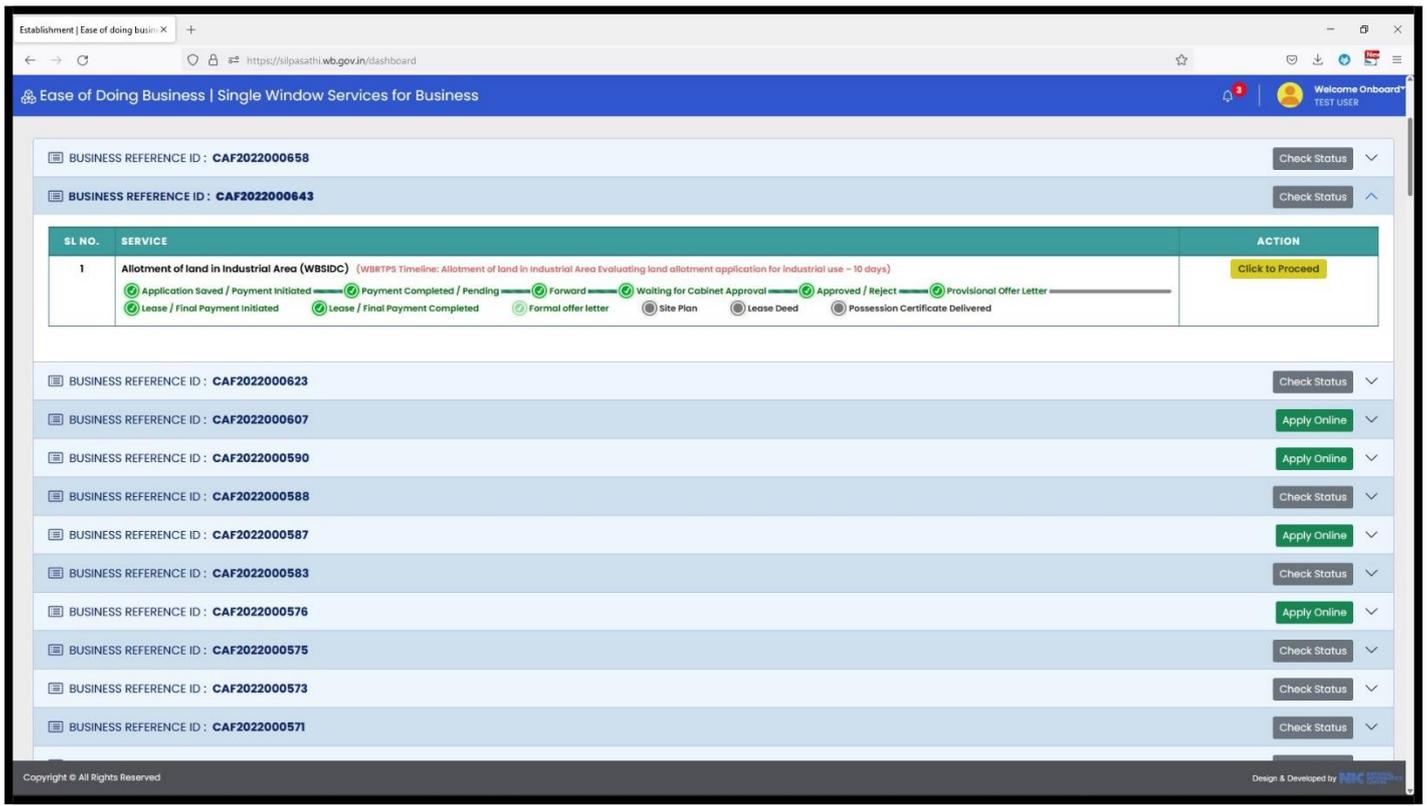
5) Documentations:-

For the purpose of Registration of Lease Deed Agreement and taking over final possession of the space allotted to you if will be required to :-

- ii) Submit duly signed duplicate copy of this Formal Offer letter as your note of acceptance.
- ii) Submit the following papers within 30 days from the date of this letter:
  - a) 6 (six) copies of site plan duly approved and signed by the SAE-in-charge (civil) of the concerned Industrial/ Commercial Estate.
  - b) The original deed (draft available in our official website) typed on requisite non-judicial stamp papers.
  - c) Two copies of the same L.D. typed on plain demy papers
  - d) One copy of the same L.D. written on documentation sheets.

P. T. O.

Allotment of land in Industrial Area (WBIDC) provided as a service through ‘SilpaSathi’ the Online Single Window portal of State (WB)



Allotment of land in Industrial Area (WBIDC) provided as a service through ‘SilpaSathi’ the Online Single Window portal of State (WB)

**Your Selected Service(s)**

BUSINESS REFERENCE ID : CAF2022000658 Check Status

BUSINESS REFERENCE ID : CAF2022000643 Check Status

SL NO.	SERVICE	ACTION
1	<b>Allotment of land in Industrial Area (WBSIDC)</b> (WBRTPS Timeline: Allotment of land in Industrial Area Evaluating land allotment application for industrial use – 10 days) Application Saved / Payment Initiated — Payment Completed / Pending — Forward — Waiting for Cabinet Approval — Approved / Reject — Provisional Offer Letter — Lease / Final Payment Initiated — Lease / Final Payment Completed — Formal offer letter — Site Plan — Lease Deed — Possession Certificate Delivered	<span>Click to Proceed</span>

BUSINESS REFERENCE ID : CAF2022000623 Check Status

BUSINESS REFERENCE ID : CAF2022000607 Apply Online

BUSINESS REFERENCE ID : CAF2022000590 Apply Online

BUSINESS REFERENCE ID : CAF2022000588 Check Status

BUSINESS REFERENCE ID : CAF2022000587 Apply Online

BUSINESS REFERENCE ID : CAF2022000583 Check Status

BUSINESS REFERENCE ID : CAF2022000576 Apply Online

BUSINESS REFERENCE ID : CAF2022000575 Check Status

BUSINESS REFERENCE ID : CAF2022000573 Check Status

**Application Form View Details – CAF2022000643**

PARAMETERS	INPUTS
Application Number	Your Application No is APPLANDSIDC000094
Applied On	12-10-2022
<b>Provisional Offer Letter Details</b>	
Provisional Offer Letter	<span>Provisional Offer Letter</span>
Provisional Offer Letter Issue Date	13-10-2022
<b>Formal Offer Letter Details</b>	
Formal Offer Letter	<span>Formal Offer Letter</span>
Provisional Offer Letter Issue Date	14-10-2022
<b>Site Plan Details</b>	
Site Plan	<span>Site Plan</span>
Site Plan Issue Date	14-10-2022
<b>Basic Details</b>	
Name of undertaking	Name of undertaking
Status of the Applicant	Proprietor
Status of Company / Firm	Proprietor
GST number of company / firm	18AABCU9603R1ZM
Mobile No	8998999989

Allotment of land in Industrial Area (WBIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

Application View Details | Ease of d: x Site\_Plan\_.pdf x +

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1 of 2

110%

  
**THE WEST BENGAL SMALL INDUSTRIES DEVELOPMENT CORPORATION LIMITED**  
(A GOVERNMENT OF WEST BENGAL UNDERTAKING)  
SHILPA BHAWAN, 31, BLACK BURN LANE, 2ND FLOOR,  
KOLKATA-700 012

---

Memo No. SB- / \_\_\_\_\_ Dated \_\_\_\_/\_\_\_\_/2021

To \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Sub: **Provisional offer of allotment for Plot Nos. D-36 to D-37 measuring area of 24.910 Kattah (Approx.) at Ambari Falakata Industrial Park on "as is where is basis" for the period up to 06.01.2108 on Long Term Lease Basis.**

Ref:

1. **Your application no. APP000517**
2. **Cabinet Secretariat U.O. No. 10(11)-Cab.Sub.Com.(I.&E)/(Pro)-11(1)/2021 dated 12.11.2021**

Madam/Sir,

In this connection this is to inform you that you have been tentatively selected for allotment of the above said Plot Nos. D-36 to D-37 measuring area of 24.910 Kattah (Approx.) at Ambari Falakata Industrial Park (Unit- Battery manufacturing) on "as is where is basis" for the period up to 06.01.2108 on Long Term Lease Basis @Rs. 1,50,000/- per Kattah with 15% rebate facility.

**Hence, you are requested to kindly deposit Rs. 31, 76,025/- (Rupees Thirty One Lakh Seventy Six Thousand Twenty Five) only on account of Lease premium only.**

This allotment is subject to the following terms and conditions: -

- 1) Total amount on account of Long Term Lease Premium i.e. Rs. 31, 76,025/- (Rupees Thirty One Lakh Seventy Six Thousand Twenty Five) only shall have to be deposited within 90 (Ninety) days from the date of issue of this offer postively.
- 2) This allotment is liable to be cancelled if full payment is not received within 90 (Ninety) days from the date of this offer of provisional allotment. However, if the allottee is allowed to pay even after 90 (Ninety) days under any circumstances, the allottee will have to pay interest @ 12% per annum on the balance dues as stands on 91<sup>st</sup> day after the date of offer of provisional allotment. But the total payment is to be completed within 120 (One hundred twenty) days from the date of this offer.
- 3) You have to pay Annual Maintenance charges at the rate prevailed time to time to this Corporation so long the Association of Entrepreneurs takeover the responsibility of maintenance of the concerned estate.

Allotment of land in Industrial Area (WBIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)



**THE WEST BENGAL SMALL INDUSTRIES DEVELOPMENT CORPORATION LIMITED**  
(A GOVERNMENT OF WEST BENGAL UNDERTAKING)  
SHILPA BHAWAN, 31, BLACK BURN LANE, 2ND FLOOR,  
KOLKATA-700 012

Memo No. SB- / \_\_\_\_\_

Dated \_\_\_\_/\_\_\_\_/2021

To

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Sub: Provisional offer of allotment for Plot Nos. D-36 to D-37 measuring area of 24.910 Kattah (Approx.) at Ambari Falakata Industrial Park on "as is where is basis" for the period up to 06.01.2108 on Long Term Lease Basis.**

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- 3) You have to pay Annual Maintenance charges at the rate prevailed time to time to this Corporation so long the Association of Entrepreneurs takeover the responsibility of maintenance of the concerned estate.
- 4) The payment should be made in D.D. / Pay Order/ Bankers Cheque in favour of "The WBSIDC Ltd." payable at Kolkata.
- 5) That you shall have to apply for electricity connection to the local WBSIDCL/CESC authority on payment of requisite charges and observance of required formalities. Cost of internal wiring shall be borne by you entirely. You have to pay the requisite electric charges to the concerned authority.
- 6) The stamp duty, registration charges and legal expenses involved in the execution of agreement, lease deed etc. will have to be borne by the allottee. On revocation of lease or violation of terms of the lease the Corporation will be at liberty to take possession of the land/Shed/premises along with structure including machinery, stores, raw materials, finished products etc. and dispose of the same without making any further reference to you.
- 7) Possession of this stall/shed/plot/building space on "as is where is basis" shall be handed over to you after proper execution and registration of lease deed as above. Possession will have to be taken by you or your authorized representative personally signing the possession certificate to be issued by the SAE-in-Charge of Ambari Falakata Industrial Park. Clearance of the W.B. Pollution Control Board from the environmental Pollution angle must be obtained and submitted to this corporation before handing over possession. If WBPCB denies issuing NOC before taking over possession of the plot by you then you shall have to submit an undertaking in the form of an Affidavit that you shall be liable to submit the NOC to this corporation within two months from the date of taking over the possession of the subject plot.

Page 1 of 2

Allotment of land in Industrial Area (WBIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

- 8) You will have to submit Fire license from appropriate authority.
- 9) After occupation of the said premises you will have to pay any other rates, taxes, charges, levies etc. as may be imposed upon by the Govt. / Statutory bodies / W.B.S.I.D.C Ltd in future.
- 10) The Corporation reserves the right to cancel this allotment at any stage with or without showing any reason whatsoever. This allotment shall not be changed in any way. In particular, this allotment will stand cancelled if this unit is not commissioned within the date as prescribed.
- 11) In case if you wish to surrender the allotment in any stage, the following norms would be followed.
  - a) The surrendering unit has not been served the Eviction Notice (Form-A) in the preceding 03 years from the date of application for surrender.
  - b) The surrendering unit should not have any outstanding dues either to the WBSIDCL or any Financial Institution against the respective premises.

SL. NO.	NO. OF YEARS FROM THE DATE OF POSSESSION	LEASE PREMIUM TO BE REFUNDED
1.	<25	50% of the Lease Premium
2.	25-50	25% of the Lease Premium
3.	50-75	5% of the Lease Premium
4.	>75	0% of the Lease Premium

The formal offer of allotment will be issued from this end after payment in due time as stipulated above and its encashment provided you submitted Entrepreneurs Memorandum / SSI Registration certificate/UAM if available, Vetted Project Report, N.O.C. from W.B.P.C.B if available, Professional Tax Registration Certificate with last year return if applicable, Income Tax Registration Certificate and Residential Certificate on or before final payment.

Yours faithfully  
For The WBSIDC Ltd.

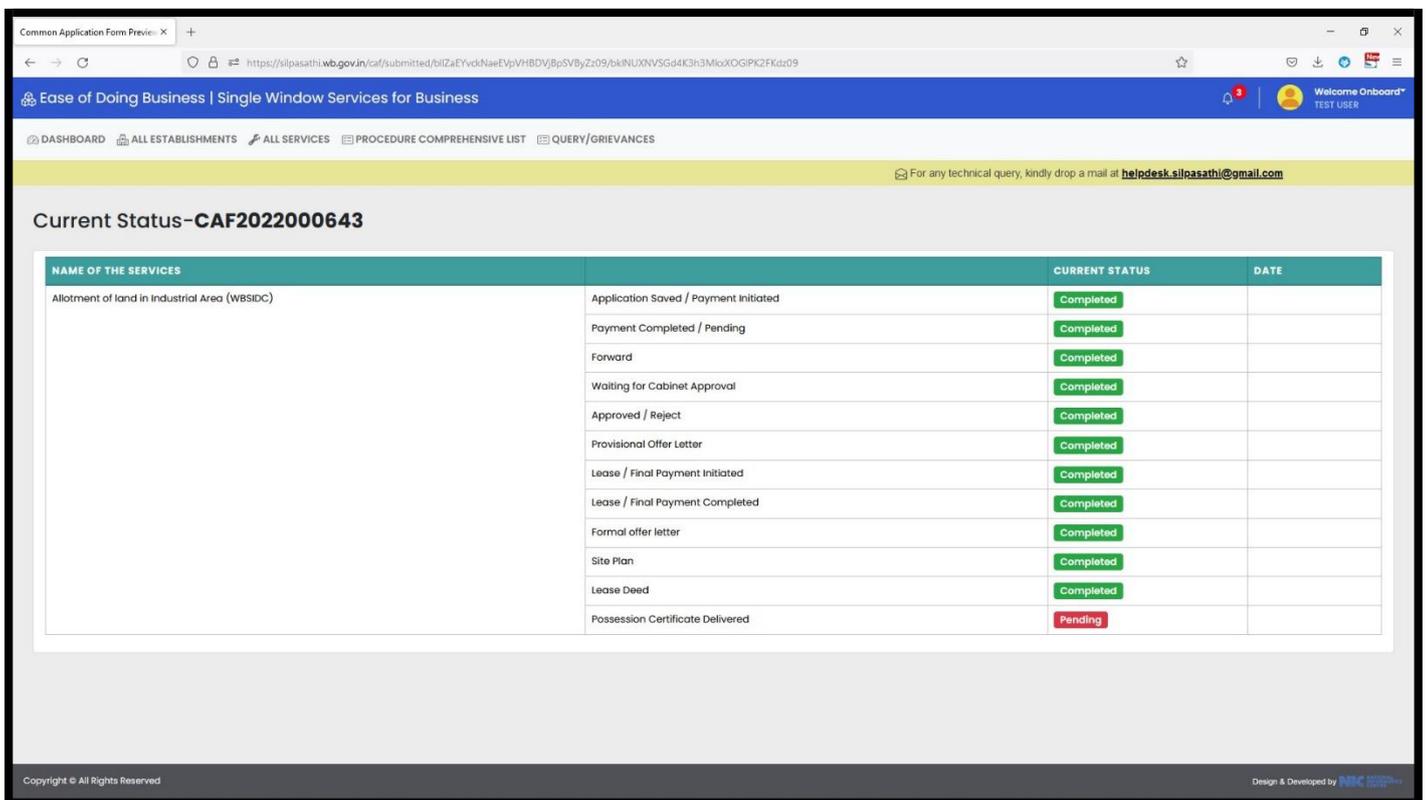
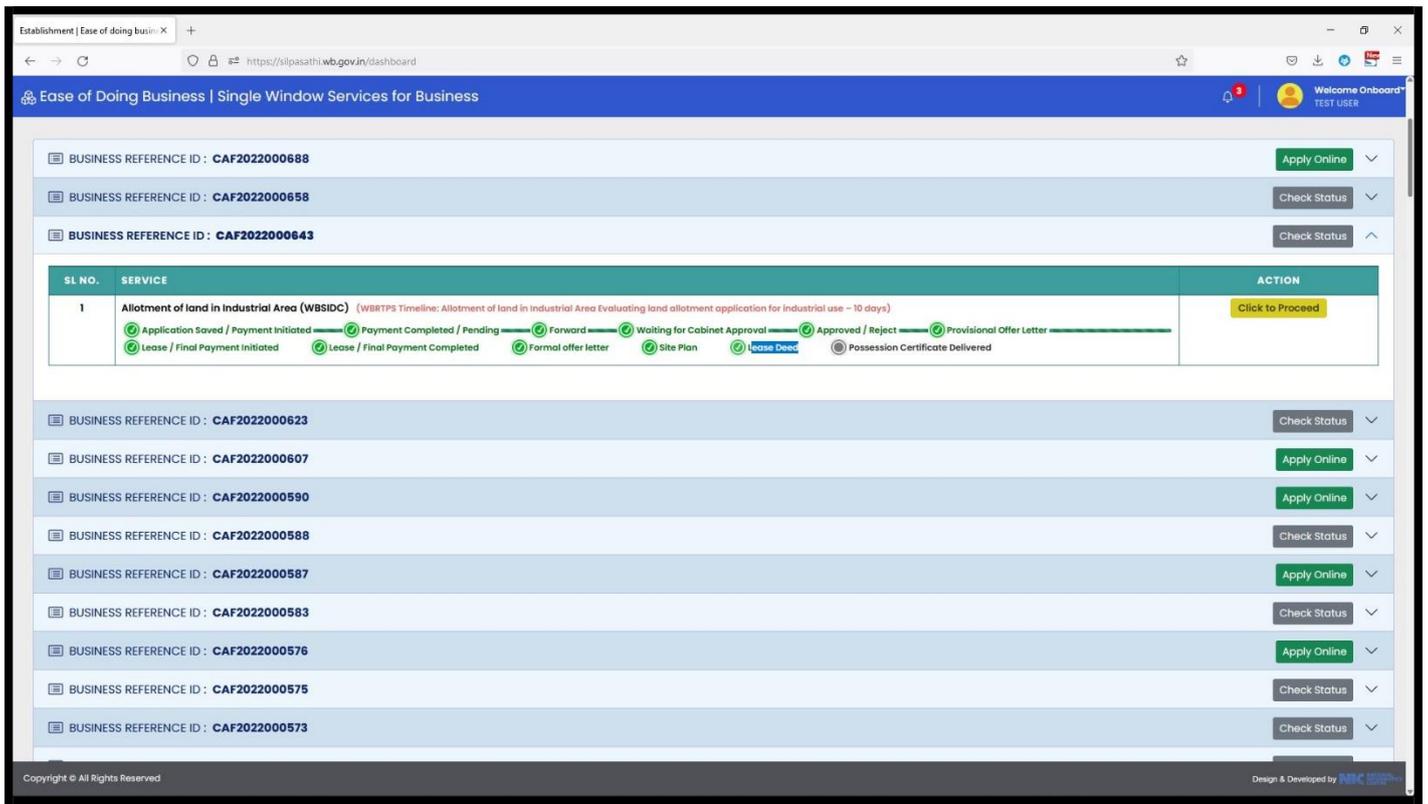
Estate Manager

**Copy forwarded for necessary information:**

1. The Special Secretary to the Govt. of W.B., Department of MSME & T, 4, Abanindranath Tagore Sarani (Camac Street), 8th Floor, Kolkata-700016.
2. The Executive Engineer In Charge (HQ), The W.B.S.I.D.C. Ltd., Shilpa Bhavan, 31, Black Burn Lane, Kolkata - 12.
3. The AE/SAE-In-Charge, Ambari Falakata Industrial Park, The WBSIDCL.  
....C/o. Siliguri Commercial Estate, Sevoke Road, 2nd Mile, P.O. Ektiasal, Siliguri, Dist. Jalpaiguri, Pin - 734 001.
4. The General Manager, Jalpaiguri, Club Road, P.O. & Dist. Jalpaiguri, PIN- 735101.
5. The Finance Officer, The W.B.S.I.D.C. Ltd, Shilpa Bhavan, 31, Black Burn Lane, Kolkata-12.
6. Safiul Khan, System Administrator, The W.B.S.I.D.C. Ltd., Shilpa Bhavan, 31, Black Burn Lane, Kolkata - 12.....For email and records.

Estate Manager  
Page 2 of 2

Allotment of land in Industrial Area (WBIDC) provided as a service through ‘SilpaSathi’ the Online Single Window portal of State (WB)



Allotment of land in Industrial Area (WBIDC) provided as a service through ‘SilpaSathi’ the Online Single Window portal of State (WB)

**BUSINESS REFERENCE ID : CAF2022000688** Apply Online

**BUSINESS REFERENCE ID : CAF2022000658** Check Status

**BUSINESS REFERENCE ID : CAF2022000643** Check Status

SL NO.	SERVICE	ACTION
1	<b>Allotment of land in Industrial Area (WBSIDC)</b> (WBRTPS Timeline: Allotment of land in industrial Area Evaluating land allotment application for industrial use – 10 days) Application Saved / Payment Initiated — Payment Completed / Pending — Forward — Waiting for Cabinet Approval — Approved / Reject — Provisional Offer Letter Lease / Final Payment Initiated — Lease / Final Payment Completed — Formal offer letter — Site Plan — Lease Deed — Possession Certificate Delivered	<span>Click to Proceed</span>

**BUSINESS REFERENCE ID : CAF2022000623** Check Status

**BUSINESS REFERENCE ID : CAF2022000607** Apply Online

**BUSINESS REFERENCE ID : CAF2022000590** Apply Online

**BUSINESS REFERENCE ID : CAF2022000588** Check Status

**BUSINESS REFERENCE ID : CAF2022000587** Apply Online

**BUSINESS REFERENCE ID : CAF2022000583** Check Status

**BUSINESS REFERENCE ID : CAF2022000576** Apply Online

**BUSINESS REFERENCE ID : CAF2022000575** Check Status

**BUSINESS REFERENCE ID : CAF2022000573** Check Status

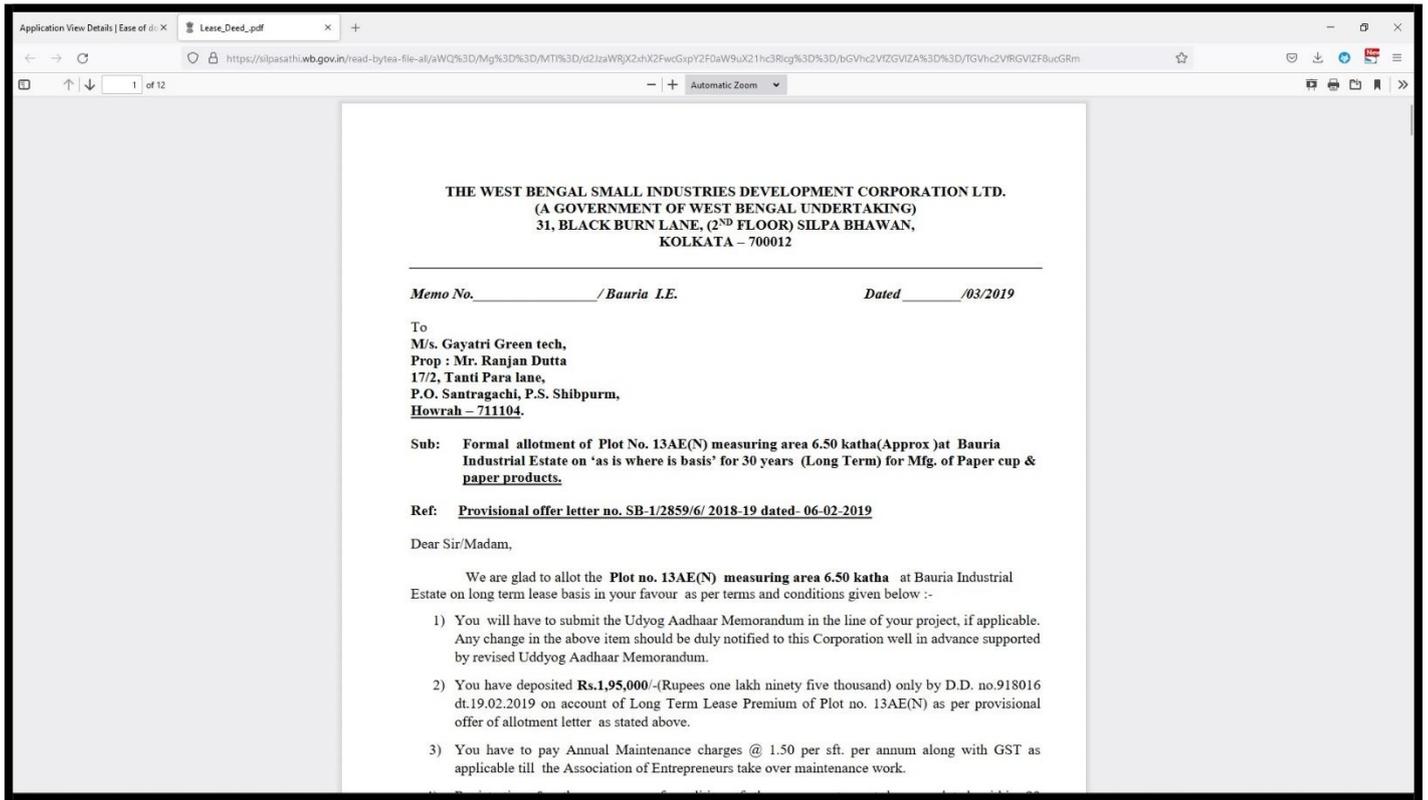
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### Application Form View Details – CAF2022000643

PARAMETERS	INPUTS
Application Number	Your Application No is APPLANDSIDC000094
Applied On	12-10-2022
<b>Provisional Offer Letter Details</b>	
Provisional Offer Letter	<span>Provisional Offer Letter</span>
Provisional Offer Letter Issue Date	13-10-2022
<b>Formal Offer Letter Details</b>	
Formal Offer Letter	<span>Formal Offer Letter</span>
Provisional Offer Letter Issue Date	14-10-2022
<b>Site Plan Details</b>	
Site Plan	<span>Site Plan</span>
Site Plan Issue Date	14-10-2022
<b>Lease Deed Details</b>	
Lease Deed	<span>Lease Deed</span>
Lease Deed Issue Date	14-10-2022
<b>Basic Details</b>	
Name of undertaking	Name of undertaking
Status of the Applicant	Proprietor
Status of Company / Firm	Proprietor
GST number of company / firm	1BAABCU9603R1ZM
Mobile No	8998999989

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Allotment of land in Industrial Area (WBIDC) provided as a service through ‘SilpaSathi’ the Online Single Window portal of State (WB)



Allotment of land in Industrial Area (WBIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

THE WEST BENGAL SMALL INDUSTRIES DEVELOPMENT CORPORATION LTD.  
(A GOVERNMENT OF WEST BENGAL UNDERTAKING)  
31, BLACK BURN LANE, (2<sup>ND</sup> FLOOR) SILPA BHAWAN,  
KOLKATA – 700012

Memo No. \_\_\_\_\_ / Bauria I.E. Dated \_\_\_\_\_ /03/2019

To  
M/s. Gayatri Green tech,  
Prop : Mr. Ranjan Dutta  
17/2, Tanti Para lane,  
P.O. Santragachi, P.S. Shibpurm,  
Howrah – 711104.

**Sub:** Formal allotment of Plot No. 13AE(N) measuring area 6.50 katha(Approx )at Bauria Industrial Estate on 'as is where is basis' for 30 years (Long Term) for Mfg. of Paper cup & paper products.

**Ref:** Provisional offer letter no. SB-1/2859/6/ 2018-19 dated- 06-02-2019

Dear Sir/Madam,

We are glad to allot the Plot no. 13AE(N) measuring area 6.50 katha at Bauria Industrial Estate on long term lease basis in your favour as per terms and conditions given below :-

- 1) You will have to submit the Udyog Aadhaar Memorandum in the line of your project, if applicable. Any change in the above item should be duly notified to this Corporation well in advance supported by revised Uddyog Aadhaar Memorandum.
- 2) You have deposited Rs.1,95,000/- (Rupees one lakh ninety five thousand) only by D.D. no.918016 dt.19.02.2019 on account of Long Term Lease Premium of Plot no. 13AE(N) as per provisional offer of allotment letter as stated above.
- 3) You have to pay Annual Maintenance charges @ 1.50 per sft. per annum along with GST as applicable till the Association of Entrepreneurs take over maintenance work.
- 4) Registration & other necessary formalities of the agreement must be completed within 90 (Ninety) days from the date of issuance of this allotment letter. In this respect please down load the draft copy of lease deed agreement from the website of this Corpn. [www.wbsidcl.com](http://www.wbsidcl.com)

5) Documentations:-

For the purpose of Registration of Lease Deed Agreement and taking over final possession of the space allotted to you it will be required to :-

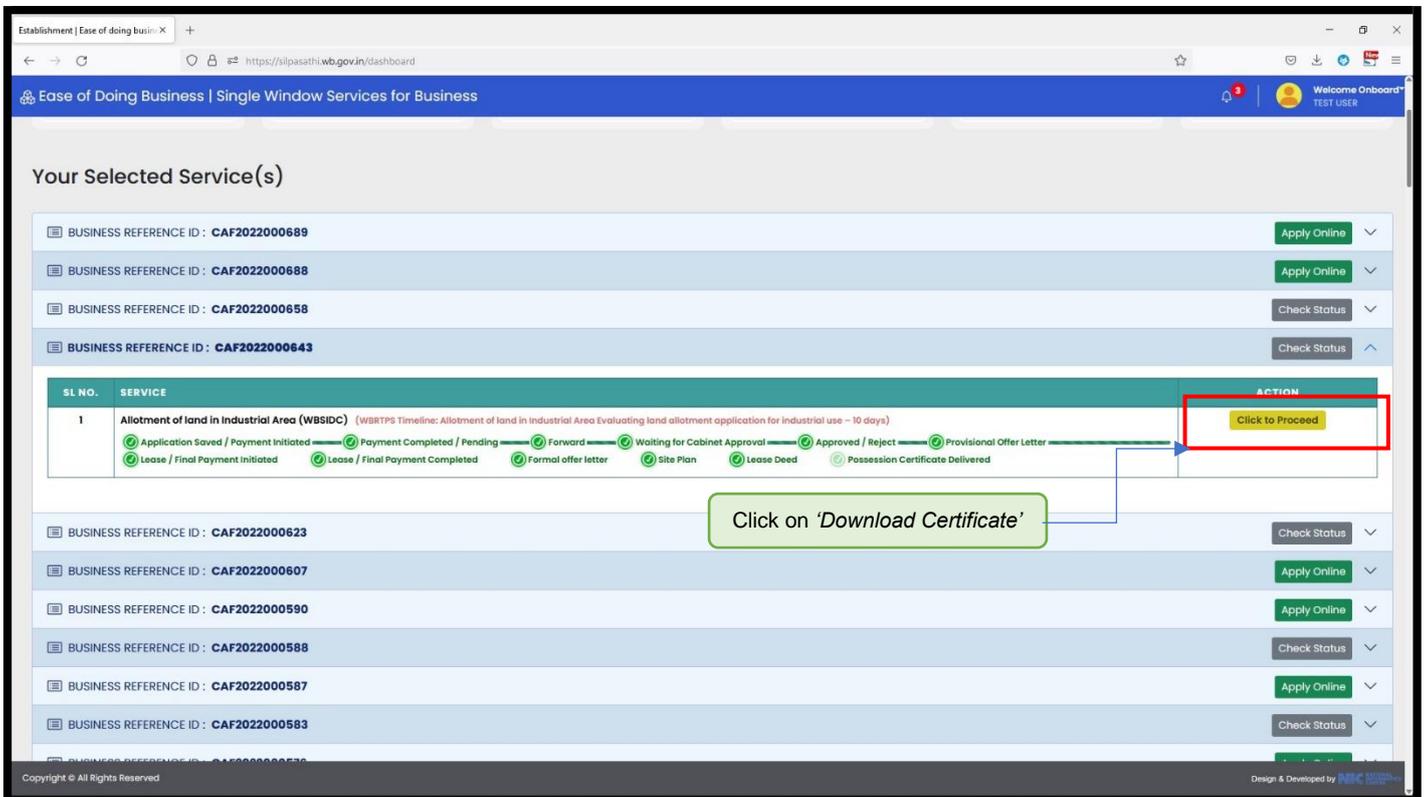
- i) Submit duly signed duplicate copy of this Formal Offer letter as your note of acceptance.  
Submit the following papers within 30 days from the date of this letter:
  - a) 6 (six) copies of site plan duly approved and signed by the SAE-in-charge (civil) of the concerned Industrial/ Commercial Estate.
  - b) The original deed (draft available in our official website) typed on requisite non-judicial stamp papers.
  - c) Two copies of the same L.D. typed on plain demy papers
  - d) One copy of the same L.D. written on documentation sheets.

P.T.O.

Allotment of land in Industrial Area (WBIDC) provided as a service through ‘SilpaSathi’ the Online Single Window portal of State (WB)

### 4. Online Download of final approval certificate

#### Applicant’s Dashboard



**Note: Latest status can be seen any time through Applicant’s Dashboard**

The applicant shall now be able to download the final certificate after final approval of application. The applicant has to click on ‘**Possession Certificate**’ icon to download the Final Approval Certificate issued.

Allotment of land in Industrial Area (WBIDC) provided as a service through ‘SilpaSathi’ the Online Single Window portal of State (WB)

**Current Status-CAF2022000643**

NAME OF THE SERVICES	CURRENT STATUS	DATE
Allotment of land in Industrial Area (WBSIDC)	Application Saved / Payment Initiated	Completed
	Payment Completed / Pending	Completed
	Forward	Completed
	Waiting for Cabinet Approval	Completed
	Approved / Reject	Completed
	Provisional Offer Letter	Completed
	Lease / Final Payment Initiated	Completed
	Lease / Final Payment Completed	Completed
	Formal offer letter	Completed
	Site Plan	Completed
	Lease Deed	Completed
	Possession Certificate Delivered	Completed

**Your Selected Service(s)**

- BUSINESS REFERENCE ID : CAF2022000689 Apply Online
- BUSINESS REFERENCE ID : CAF2022000688 Apply Online
- BUSINESS REFERENCE ID : CAF2022000658 Check Status
- BUSINESS REFERENCE ID : CAF2022000643 Check Status

SL NO.	SERVICE	ACTION
1	<b>Allotment of land in Industrial Area (WBSIDC)</b> (WBRTPS Timeline: Allotment of land in Industrial Area Evaluating land allotment application for industrial use – 10 days) Application Saved / Payment Initiated → Payment Completed / Pending → Forward → Waiting for Cabinet Approval → Approved / Reject → Provisional Offer Letter Lease / Final Payment Initiated → Lease / Final Payment Completed → Formal offer letter → Site Plan → Lease Deed → Possession Certificate Delivered	Click to Proceed

- BUSINESS REFERENCE ID : CAF2022000623 Check Status
- BUSINESS REFERENCE ID : CAF2022000607 Apply Online
- BUSINESS REFERENCE ID : CAF2022000590 Apply Online
- BUSINESS REFERENCE ID : CAF2022000588 Check Status
- BUSINESS REFERENCE ID : CAF2022000587 Apply Online
- BUSINESS REFERENCE ID : CAF2022000583 Check Status

Allotment of land in Industrial Area (WBIDC) provided as a service through ‘SilpaSathi’ the Online Single Window portal of State (WB)

PARAMETERS	INPUTS
Application Number	Your Application No is APPLANDSIDC000084
Applied On	12-10-2022
<b>Provisional Offer Letter Details</b>	
Provisional Offer Letter	Provisional Offer Letter
Provisional Offer Letter Issue Date	13-10-2022
<b>Formal Offer Letter Details</b>	
Formal Offer Letter	Formal Offer Letter
Provisional Offer Letter Issue Date	14-10-2022
<b>Site Plan Details</b>	
Site Plan	Site Plan
Site Plan Issue Date	14-10-2022
<b>Lease Deed Details</b>	
Lease Deed	Lease Deed
Lease Deed Issue Date	14-10-2022
<b>Possession Certificate Details</b>	
Possession Certificate	Possession Certificate
Possession Certificate Issue Date	14-10-2022
<b>Basic Details</b>	
Name of undertaking	Name of undertaking
Status of the Applicant	Proprietor

The certificate as downloaded has been illustrated in the screenshot below:

The Final Certificate gets downloaded (Screenshot)

**THE WEST BENGAL SMALL INDUSTRIES DEVELOPMENT CORPORATION LIMITED**  
 (A GOVERNMENT OF WEST BENGAL UNDERTAKING)  
 SILPA BHAWAN, 31, BLACK BURN LANE, 2ND FLOOR,  
 KOLKATA-700 012

Memo No. SB- / \_\_\_\_\_ Dated: \_\_\_\_\_/\_\_\_\_\_/2021

To \_\_\_\_\_

Sub: Provisional offer of allotment for Plot Nos. D-36 to D-37 measuring area of 24.910 Kattah (Approx.) at Ambari Falakata Industrial Park on "as is where is basis" for the period up to 06.01.2108 on Long Term Lease Basis @Rs. 1,50,000/- per Kattah with 15% rebate facility.

Ref:

- Your application no. APP000517
- Cabinet Secretariat L.O. No. 19(H)-Cab.Sub.Com.(I.L.&E)/(Pro-11(1)/2021 dated 12.11.2021

Madam/Sir,

In this connection this is to inform you that you have been tentatively selected for allotment of the above said Plot Nos. D-36 to D-37 measuring area of 24.910 Kattah (Approx.) at Ambari Falakata Industrial Park (Unit: Battery manufacturing) on "as is where is basis" for the period up to 06.01.2108 on Long Term Lease Basis @Rs. 1,50,000/- per Kattah with 15% rebate facility.

Hence, you are requested to kindly deposit Rs. 31,76,025/- (Rupees Thirty One Lakh Seventy Six Thousand Twenty Five) only on account of Lease premium only.

This allotment is subject to the following terms and conditions:-

- Total amount on account of Long Term Lease Premium i.e. Rs. 31,76,025/- (Rupees Thirty One Lakh Seventy Six Thousand Twenty Five) only shall have to be deposited within 90 (Ninety) days from the date of issue of this offer positively.
- This allotment is liable to be cancelled if full payment is not received within 90 (Ninety) days from the date of this offer of provisional allotment. However, if the allottee is allowed to pay even after 90 (Ninety) days under any circumstances, the allottee will have to pay interest @ 12% per annum on the balance dues as stands on 91<sup>st</sup> day after the date of offer of provisional allotment. But the total payment is to be completed within 120 (One hundred twenty) days from the date of this offer.
- You have to pay Annual Maintenance charges at the rate prevailed time to time to this Corporation so long the Association of Entrepreneurs takeover the responsibility of maintenance of the concerned estate.
- The payment should be made in D.D. / Pay Order/ Bankers Cheque in favour of "The WBSIDC Ltd." payable at Kolkata.
- That you shall have to apply for electricity connection to the local WBSEDCL/ CESC authority on payment of requisite charges and observance of required formalities. Cost of internal wiring shall be borne by you entirely. You have to pay the requisite electric charges to the concerned authority.
- The stamp duty, registration charges and legal expenses involved in the execution of agreement, lease deed etc. will have to be borne by the allottee. On revocation of lease or violation of terms of the lease the Corporation will be at liberty to take possession of the land/Shed/premises along with structure including machinery, stores, raw materials, finished products etc. and dispose of the same without making any further reference to you.
- Possession of this stall/shed/plot/building space on "as is where is basis" shall be handed over to you after proper execution and registration of lease deed as above. Possession will have to be taken by you or your authorized representative personally signing the possession certificate to be issued by the SAE-in-Charge of Ambari Falakata Industrial Park. Clearance of the W.B. Pollution Control Board from the environmental Pollution angle must be obtained and submitted to this corporation before handing over possession. If WBPCB denies issuing NCC before taking over possession of the plot by you then you shall have to submit an undertaking in the form of an Affidavit that you shall be liable to submit the NCC to this corporation within two months from the date of taking over the possession of the subject plot.

Page 1 of 2

Allotment of land in Industrial Area (WBIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

**One Approval certificate document has been illustrated below:**



**THE WEST BENGAL SMALL INDUSTRIES DEVELOPMENT CORPORATION LIMITED  
(A GOVERNMENT OF WEST BENGAL UNDERTAKING)  
SHILPA BHAWAN, 31, BLACK BURN LANE, 2ND FLOOR,  
KOLKATA-700 012**

Memo No. SB- / \_\_\_\_\_

Dated \_\_\_\_/\_\_\_\_/2021

To

\_\_\_\_\_  
\_\_\_\_\_

**Sub: Provisional offer of allotment for Plot Nos. D-36 to D-37 measuring area of 24.910 Kattah (Approx.) at Ambari Falakata Industrial Park on "as is where is basis" for the period up to 06.01.2108 on Long Term Lease Basis.**

Ref:

1. Your application no. APP000517
2. Cabinet Secretariat U.O. No. 10(11)-Cab.Sub.Com.(I.I.&E)/(Pro)-11(1)/2021 dated 12.11.2021

Madam/Sir,

In this connection this is to inform you that you have been tentatively selected for allotment of the above said Plot Nos. D-36 to D-37 measuring area of 24.910 Kattah (Approx.) at Ambari Falakata Industrial Park (Unit- Battery manufacturing) on "as is where is basis" for the period up to 06.01.2108 on Long Term Lease Basis @Rs. 1,50,000/- per Kattah with 15% rebate facility.

Hence, you are requested to kindly deposit Rs. 31, 76,025/- (Rupees Thirty One Lakh Seventy Six Thousand Twenty Five) only on account of Lease premium only.

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- 2) This allotment is liable to be cancelled if full payment is not received within 90 (Ninety) days from the date of this offer of provisional allotment. However, if the allottee is allowed to pay even after 90 (Ninety) days under any circumstances, the allottee will have to pay interest @ 12% per annum on the balance dues as stands on 91<sup>st</sup> day after the date of offer of provisional allotment. But the total payment is to be completed within 120 (One hundred twenty) days from the date of this offer.
- 3) You have to pay Annual Maintenance charges at the rate prevailed time to time to this Corporation so long the Association of Entrepreneurs takeover the responsibility of maintenance of the concerned estate.
- 4) The payment should be made in D.D. / Pay Order/ Bankers Cheque in favour of "The WBSIDC Ltd." payable at Kolkata.
- 5) That you shall have to apply for electricity connection to the local WBSIDCL/CESC authority on payment of requisite charges and observance of required formalities. Cost of internal wiring shall be borne by you entirely. You have to pay the requisite electric charges to the concerned authority.
- 6) The stamp duty, registration charges and legal expenses involved in the execution of agreement, lease deed etc. will have to be borne by the allottee. On revocation of lease or violation of terms of the lease the Corporation will be at liberty to take possession of the land/Shed/premises along with structure including machinery, stores, raw materials, finished products etc. and dispose of the same without making any further reference to you.
- 7) Possession of this stall/shed/plot/building space on "as is where is basis" shall be handed over to you after proper execution and registration of lease deed as above. Possession will have to be taken by you or your authorized representative personally signing the possession certificate to be issued by the SAE-in-Charge of Ambari Falakata Industrial Park. Clearance of the W.B. Pollution Control Board from the environmental Pollution angle must be obtained and submitted to this corporation before handing over possession. If WBPCB denies issuing NOC before taking over possession of the plot by you then you shall have to submit an undertaking in the form of an Affidavit that you shall be liable to submit the NOC to this corporation within two months from the date of taking over the possession of the subject plot.

Page 1 of 2

Allotment of land in Industrial Area (WBIDC) provided as a service through ‘SilpaSathi’ the Online Single Window portal of State (WB)

## 5. Third Party verification details

Third party verification is a process by which any independent user / third party verifies an individual’s license and registration details online check authenticity of the Certificate, without

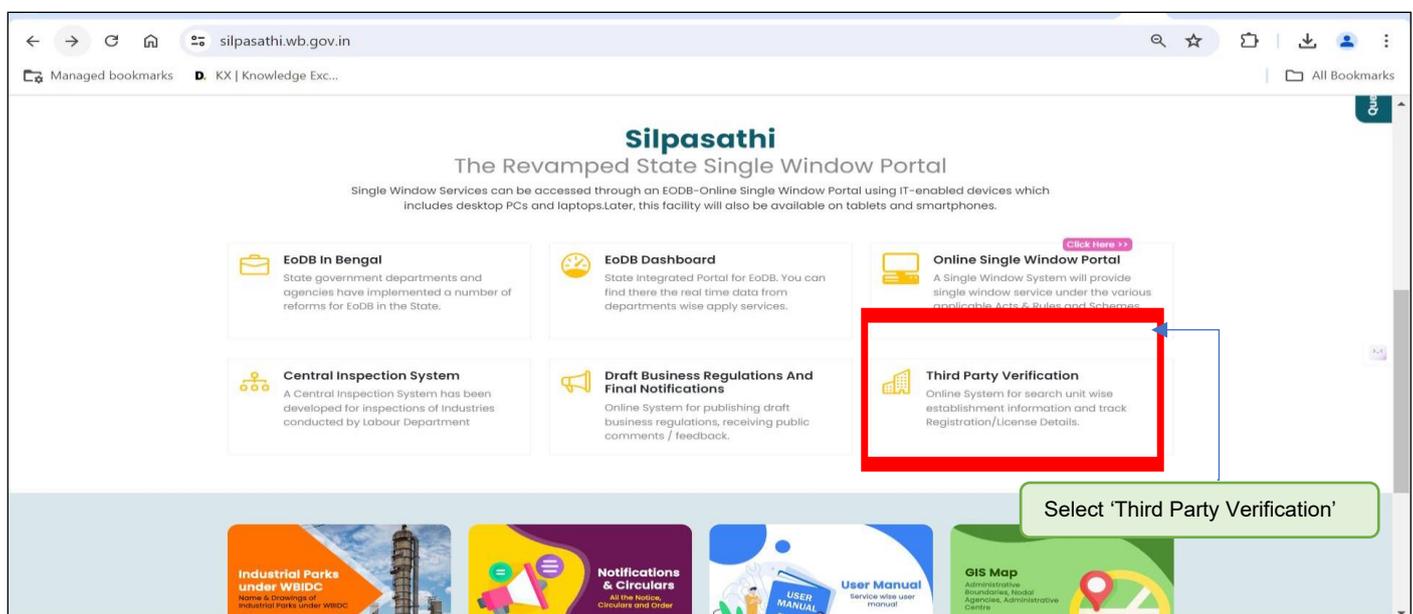
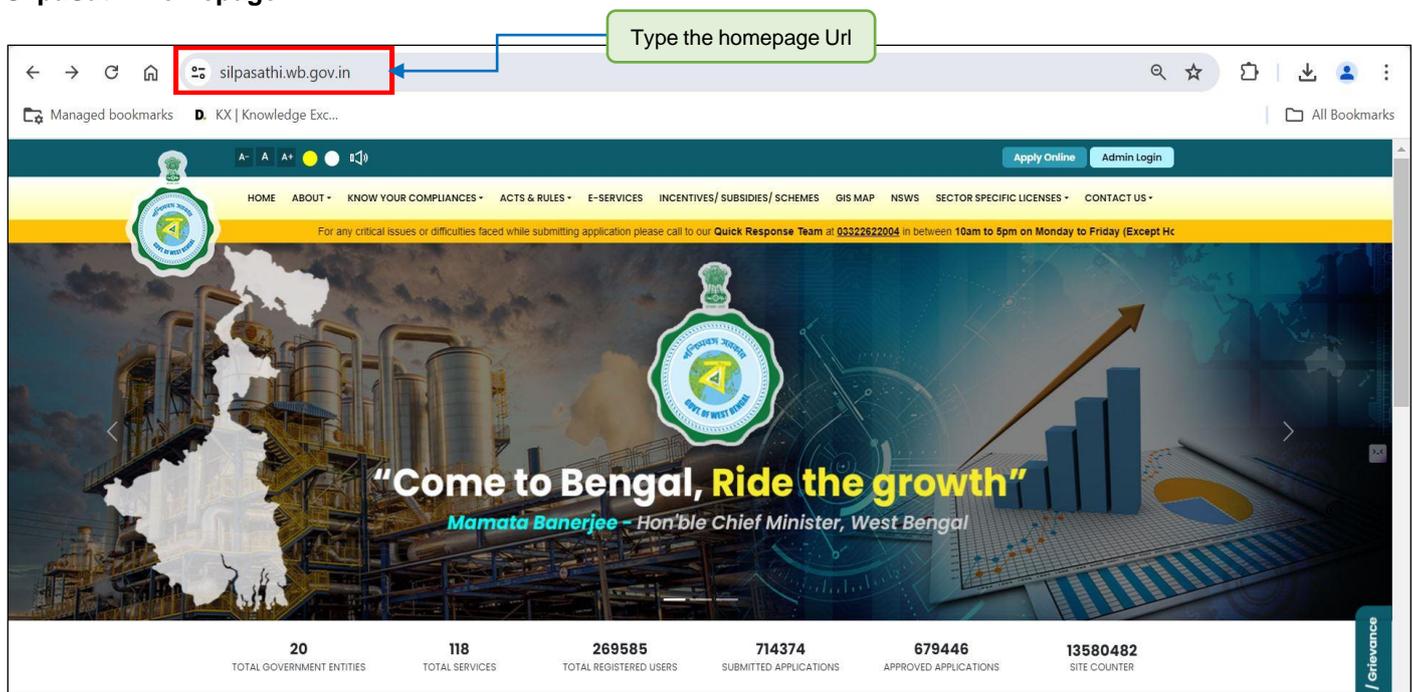
### Third part verification process

The applicant or any user has to log in to [www.silpasathi.wb.gov.in](http://www.silpasathi.wb.gov.in).

A user (any third party) needs to click on ‘*Third party Verification*’ section in the homepage and enter registration number / license number and then click on ‘Search’ link, for Verification of Certificate.

(Screenshots below):

### SilpaSathi Homepage



Allotment of land in Industrial Area (WBIDC) provided as a service through ‘SilpaSathi’ the Online Single Window portal of State (WB)

Applicant selects the service and then enter the Certificate/ Approval number in the text box beside it and clicks on ‘Search’ to view details of certificate.

silpasathi.wb.gov.in/third-party-verification

User can also directly use this url

Third Party Verification

Track Registration/License details through **Silpasathi Portal**

Select Services \*  
Allotment of land in Industrial Area (WBIDC) - ( Industry, C

Registration Number / License Number / Others \*

Search

SI No.	Service Name	Department Name	Action
1	Brand/Label Registration	Finance (Excise Directorate)	Click Here >>
2	Building Plan Approval	UD&MA	Click Here >>
3	Issuance of approval post plinth inspection	UD&MA	Click Here >>
4	Issuance of Occupancy Certificate	UD&MA	Click Here >>

Enter Registration number/ License number to view details.

The third party can view the details as illustrated below:

silpasathi.wb.gov.in/third-party-verification

Track Registration/License Details

Select Services \*  
Allotment of land in Industrial Area (WBIDC) - ( WBIDC - IC

Registration Number / License Number / Others \*  
WBIDC-7863-66

Search

Parameter	Output
Possession Certificate Number	WBIDC-7863-66
Approval Date	20-09-2022
Name of the Organisation	ABC Test Pvt. Ltd.
Location of the Organisation	Country : India State : West Bengal Building No : 52 Building Name : Test Building Street 1 : Test Street 1 Street 2 : Test Street 2 City / Town / Village : Test City District : Kolkata Post Office : Park Street Pincode : 700040

License details can be viewed after entering correct license number and clicking on Search.