

GOVERNMENT OF PUNJAB  
DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
(HOUSING-1 BRANCH)

**NOTIFICATION**

The 13 August, 2015

No.5/13/2014-6HG1/562128/1 In partial modification in the I.T. Policy-2013 regarding Allotment of Land/Plots for I.T. Services, ITES Bio Technology (Non Polluting) and Technology based Non-Polluting, Research & Development Facilities in I.T. City, S.A.S Nagar issued vide notification No. 5/13/2013-4HG1/132289/1 dated 04.12.2013, No. 5/13/2014-4HG1/605 dated 29.08.2014 and subsequent notification No.5/13/2014-6HG1/434176/1 dated 11.03.2015, the Governor of Punjab is pleased to modify the above policy with the amendments as under:-

**Chapter 4 : Eligibility Criteria for Allotment of plots**

**4.5 ELIGIBILITY FOR ALLOTMENT OF SMALL SITES (0.5 acres and less than 2 acres):**

- i) Turn-over for the last two financial years in Sector, as defined in para 3.4 shall be as under or its equivalent in for US Dollars per annum in each of the last 2 financial years:-
  - (a) Turnover for site measuring upto 0.5 acre: 50 lacs
  - (b) Turnover for site measuring from 0.51 acre to 1 acre: 1 crore
  - (c) Turnover for site measuring from 1.1 acre to 2 acre: 2 crores
- ii) The enterprises should have been carrying out such operations in the Knowledge Services sector, as defined in para 3.4, for at least 2 years before the date of application.
- iii) The enterprises should have a minimum employees as under (excluding the support secondary staff) on its rolls at the time of application :
  - (a) For site measuring upto 0.5 acre: 15 employees
  - (b) For site measuring from 0.51 acre to 1 acre: 20 employees
  - (c) For site measuring from 1.1 acre to 2 acre: 25 employees

**Note:(a)** Group Companies which deals with the IT/ ITES or the purpose for which land is being considered for allotment, are also eligible, but that applicant company must be an Indian Company. "Group Company" means two or more enterprises which, directly or indirectly, are in Position to;

- (i) Exercise twenty six percent or more of voting rights in other enterprise; or
  - (ii) Appoint more than fifty percent of members of board of directors in the other enterprise.
- (b).** "An Indian Company" is defined as one which is registered under "The Indian Companies Act 1956" .

## **Chapter 7: Mode of payment**

### **Para 7.1 Anchor Industry Sites /Main / Small Campus / Built to Suit Sites/ Small Sites**

- (6)** After making the lease money, equivalent to the cost of the site as well as fulfillment of the norms, lessee can apply alongwith the processing fee fixed by the GMADA for conversion of allotment of site from lease hold to free hold basis. No lease money shall be charged for the year in which lessee applies for conversion of plot into free hold basis if the application is received within 120 days from the expiry of lease of previous year.

## **Chapter 8: Construction period, Extension time, Transfer of Ownership and other General Conditions**

### **8.2(i) Extension in Time & Fee for Anchor Sites**

- (a) The Lesser may extend time up to a maximum of one year for completion of the Project or any phase thereof if the Lessee applies for extension and the Lesser is satisfied that the Lessee has taken effective steps to commence the Project and furnished valid/genuine reasons for delay. At the time of granting such extension of one year,



the allotment of 10% total area allotted to the lessee shall be cancelled simultaneously.

- (b) In the event of the lessee failing to take any effective steps within the extended period, the Lessor may extend time for a further period of one year for completion of the project or any Phase thereof, if the Lessee applies for extension and the Lessor is satisfied that the Lessee has taken effective steps to commence the Project and furnished valid/genuine reasons for delay. At the time of granting such further extension of one year, the allotment of 5% total area allotted to the lessee in addition to clause (a) above, shall be cancelled simultaneously.
- (c) In case lessee does not apply for extension in time as given in Para (a) and (b) above resumption proceedings of allotted site shall be initiated as per policy/Allotment Letter.

**8.2(ii) Extension in Time & Fee for Main / Small Campus / Built to Suit Sites/ Small Sites**

- a) The period for implementation of the project shall be extendable for one year, i.e. after 3 years (or as given in the lease agreement in the case of Anchor sites) from the date of issue of allotment letter, on payment of extension fee calculated @ 7.5% of the allotment price of plot, subject to the lessee having completed the entire building structure including the roof, as per sanctioned plan.
- b) Second extension of implementation period for additional one year for commencement of production i.e. after four years from the date of issue of allotment letter (or as given in the lease agreement in the case of Anchor sites), shall be allowable on payment of extension fee calculated @ 10% of the allotment price of the plot in case the lessee has completed the construction mentioned in clause (a) above.
- c) The lessee shall apply for the first and second extension, as the case may be, in the prescribed format, filling complete information on the eligibility criteria as well as various steps taken by the lessee along with Demand Draft for the applicable extension fee and submit the

same to developing agency before the expiry of the stipulated period, the developing agency shall satisfy itself on the merits of the case and convey its decision with regard to extension with 30 days. In case no application/request is received in time from the lessee for extension for implementation of the project then the lease agreement shall automatically stand cancelled /withdrawn. The payment deposited by the lessee towards the price of plot would be refunded (without interest) by the developing agency after deducting/forfeiting 30% of the price of the plot. The extension fee paid/payable shall be forfeited. Action shall be taken by the GMADA to resume the plot/site and take possession in terms of allotment letter/lease agreement.

#### 8.4 Use of Sites (8.3 in the policy)

The sites and the buildings along with structures thereon shall be used by the allottee, occupiers, tenants or any other users specifically and only for the purposes described in lease/allotment letter. In brief land can be used for the following purposes subject to the condition of letter of intent:-

Sr. No	Purpose	Upto Extent of FAR (1:2)
1	IT, ITES, Bio Technology (Non Polluting Branches) and Technology based Non-Polluting / Research & Development Facilities	100 % (if facilities/services given at Sr. No. 2,3 and 4 are not availed).
2	Residential, Hostel and Guest House for in house use For sites below 25 acres For sites of 25 acres and above	5% 10% (inclusive of facilities/services given at Sr. No. 1,3 and 4 are not availed)
3	Commercial such as Canteen/Bank/ATM/Laundry/Telephone Booth	2 shops per acre subject to maximum 20 shops. However in the case of sites below 1.5 acres maximum 3 shops are permissible. (This will be part of permissible FAR i.e. 1:2)
4	Recreational Activities	These facilities shall be part of the main campus within permissible FAR i.e. 1:2



## 8.5 Other Terms and Conditions

### 1. Issuance of Letter of Intent & Project Implementation:

- (a) Upon receipt of decision of competent authority for allotment of plot, the Estate officer shall initially issue a Letter of Intent and the applicant shall make the payment within 30 days as given in the LOI. On receipt of amount allotment letter for allotment of site on lease hold basis shall be issued. Lessee will complete the project as per schedule given below :

#### In case of Anchor Sites:

Phase	To commence civil works	To complete civil works & implement the project
<b>PHASE-1</b> Lessee shall Complete the minimum 10% construction of the given FAR.	12 months from the date of signing of lease agreement. However, in case any delay is caused by the Govt. Agency in giving SEZ/ Environment clearance, State Govt. may extend this period.	36months commencement of civil construction date
<b>PHASE II</b> Lessee shall Complete the minimum additional 15% construction of the given FAR. Thereafter additional construction can be carried out by the lessee. Keeping in view of its requirement and there will be no binding upon lessee from GMADA to construct additional area beyond 25% of the FAR.		7 years from the date of completion of phase 1 above

- (b) Lessee shall recruit employees as provided in project report and lease agreement.

#### In case of Main / Small Campus / Built to Suit Sites/ Small Sites

For approval of building Plans	To commence civil works	To complete civil works & implement the project
6 months from the date of taking possession of schedule property	6 months from the date of approval of building plans.	Minimum area of 50% of the total permissible FAR is to be completed and project should be functional within <b>42 months</b>

		from the date of taking possession of schedule property.
-	-	Minimum 75% of the total permissible FAR is to be completed within <b>66 months</b> from the date of taking possession of schedule property

Para (b) and (c) are deleted.

All other conditions of the policy shall remain same

They shall come into force at once.

Dated: 10-8-2015  
Chandigarh

Viswajeet Khanna, IAS,  
Principal Secretary to Government of Punjab  
Department of Housing and Urban Development

Endst No. 5/13/2014-4HG1/

Dated

A copy with a spare copy is forwarded to the Controller, Printing & Stationery, Punjab, S.A.S. Nagar with a request to publish this notification in the Punjab Govt. Gazette (Extra Ordinary) and 100 copies thereof may be supplied this notification to the Secretary, Housing and Urban Development Department [Housing-1 Branch], Punjab Mini Secretariat, Sector-9, Chandigarh immediately after its publication.

SPECIAL SECRETARY  
DEPARTMENT OF HOUSING & URBAN DEVELOPMENT

Endst No. 5/13/2014-4HG1/

Dated

A copy is forwarded to the following for information & necessary action:-

1. Principal Secretary to Deputy Chief Minister, Punjab for kind information of the Hon'ble Deputy Chief Minister-cum-Minister Housing and Urban Development Department.
2. Principal Secretary, Information & Technology Punjab.
3. Principal Secretary, Science & Technology Punjab.
4. Principal Secretary, Industry & Commerce, Punjab
5. Principal Secretary, Finance, Punjab.
6. Director, Information & Technology Punjab.

SPECIAL SECRETARY



Endst No. 5/13/2014-4HG1/562128/2014-15 Dated 13-8-2015

A copy is forwarded to the following for information & necessary action:-

1. Chief Administrator, Punjab Urban Development Authority, SAS Nagar, Punjab .
2. Chief Administrator, Greater Mohali Development Authority ,SAS Nagar.
3. Chief Administrator, Greater Ludhiana Development Authority, Ludhiana.
4. Chief Administrator, Amritsar Development Authority, Amritsar.
5. Chief Administrator, Patiala Development Authority, Patiala.
6. Chief Administrator, Bathinda Development Authority, Bathinda.
7. Chief Administrator, Jalandhar Development Authority, Jalandhar.
8. Director Town and Country Planning, SAS Nagar.
9. Chief Town Planner, SAS Nagar, Mohali.
10. Managing Director, Punjab Infotech, Chandigarh.
11. Superintendent, Cabinet Affair Branch, Main Sectt, Chandigarh.
12. Administrative Officer (Policy), GMADA, SAS Nagar.
13. Incharge, IWDMS, Chandigarh.

SPECIAL SECRETARY