

**Odisha Industrial Infrastructure
Development Corporation**

(A Government of Odisha Undertaking)
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ISO 9001 & 14001 CORPORATION

No. HO/ID/A/-

159951

Date 23.07.16

CIRCULAR

(Amended version)

The Board of Directors of IDCO in the 104th meeting held on 23.12.2015 observed that a number of circulars/office orders on land allotment and post allotment matters relating to MSMEs functioning in Industrial Estates/areas have been brought out basing on the decisions of IDCO Board from time to time. The Board thus felt the need to have a consolidated Master circular containing the relevant provisions/instructions which are in force to avoid confusion and consolidate all instructions at one place. This master circular supersedes all previous circulars .

1. Allotment of land/shed/shop in Industrial Estate to MSME units

IDCO shall not receive applications directly from the applicants for allotment of land/shed/shops /building etc either at Head Office or Division level. All applications shall be routed through the concerned District Level Single Window Clearance Authority (DLSWCA).IT/ITES related proposals shall be routed through OCAC. Similarly, Tourism related projects shall be routed through the Directorate of Tourism.

1.1 Nodal Agencies

The District Level Facilitation Cell headed by General Manager,D.I.C shall assess the land and utility requirements for each of the projects based on the information furnished by the proponent. In respect of applications of Green category of industries/projects to be established in IDCO Industrial Estates, the Facilitation Cell will process and dispose the applications which will be ratified in the next meeting of the DL SWCA.

1.3 Appraisal Format for assessment of different criteria

An appraisal format has been developed by the High Level Committee incorporating certain broad principles based on which fresh allotment of land shall be considered by the DLSWCA. A total of 50 marks have been assigned to assess the different criteria. In order to be eligible for recommendation by DLSWCA for considering allotment, the proposal must secure a minimum of 25 marks for making it eligible for allotment of land. In case there is more than one proposal for a given plot/shed in Industrial Estate, the unit who secures higher marks as per appraisal format shall be considered for allotment of land/shed. In case of Industrial Estates where 75% of the available land has already been allotted, a higher cut off of 35 marks may be applied.

1.4 Allotment of land/shed at Division Level of IDCO

After approval of DLSWCA, the proposals having requirement of land more than 1(One) acre shall be recommended to IDCO Head office for approval by state level Land Allotment Committee. The Project proposals having land requirement of less than 1(One) acre shall be recommended by DLFC to concern Division of IDCO for allotment of land.

1.5 Internal timeline for allotment till handing over possession

The internal time lines for disposal of proposals have been decided as mentioned hereunder.

_____ Timeline _____

Service instead of specific product or services in line with Registration Certificate issued by DLSWCA/LAC & ITES projects will come under Electronics and Electrical Category.

1.8. Issue of allotment letter

IDCO will issue allotment letter as per approval of DLSWCA/LAC to the MSME unit in the prescribed format. The unit is required to pay processing Fees of Rs5000/-, land cost and statutory dues like IMC, Ground Rent and Cess at one go within 30 days of issue of allotment letter.

1.9. Agreement

IDCO shall allot land to the entrepreneurs/Industrial units in the Industrial Estate/Area on lease/license for 90 years or the residual lease period, whichever is less from the date of handing over possession as per terms and conditions decided by the Corporation. Subsequent to allotment, an agreement shall be executed by the Corporation with the allottee for land utilization for the project within the moratorium period i.e 3 years from the date of handing over possession of land. The Corporation shall allow the allottee/lessee for construction and utilization of the project within the moratorium period and shall consider to execute the lease deed with the lessee only after utilization of land for the project. After utilization of the land, lease deed shall be executed between the Corporation and the allottee for a period of 90 years or the residual lease period, whichever is less from the date of handing over possession.