



3. q.	Have you ever been <b>convicted or any charges have been framed by Court of Law for a criminal offence involving moral turpitude and / or economic offence</b> (other than freedom struggle)? (If yes, you are not eligible to apply.)	Yes	/	No				
				Strike off whichever not applicable				
<i>(Applicant should enclose 'Self Declaration' as per the format given in <b>Appendix - 1</b>)</i>								
4	<b>Applicable to applicants applying under Government Personnel (GP) category viz., Open (GP), SC(GP), ST(GP) and OBC(GP).</b>							
Please tick (√) in the applicable box, against the sub-category to which you belong.	Widows / Dependants of personnel of Armed Forces / Central Paramilitary forces / Central or State Special forces who died while performing their duties	Box						
	Disabled personnel of Armed Forces or Central Paramilitary forces / Central or State Special forces while performing their duties	Box						
	Ex-Servicemen of the Armed Forces	Box						
	Widows / Dependants of Central / State Government / Public Sector Undertaking personnel who died while performing their duties and such disabled personnel of Central/State Government & Public Sector undertakings causes attributable to performance of duties.	Box						
PS : Candidates who are applying against GP category and are categorized as Defence personnel (Army, Navy, Air Force) and will cover widows/dependents of those who died in war, war disabled, disabled during performance of official duty, widows/ dependents of those members of armed forces who died in harness due to attributable causes and disabled in peace due to attributable causes and Ex-serviceman may submit respective eligibility certificate in original, at the time of verification								
5	Provide following details of the plot(s) of land for construction of LPG godown or constructed LPG godown owned or registered lease for minimum 15 years in the name of applicant / member of 'Family Unit' commencing on any date from the date of advertisement upto the last date of submission of application as specified either in the advertisement or in the Corrigendum (if any) and meeting the norms specified.  Note : 1. Applicants having registered lease deed commencing on any date prior to the date of advertisement will also be considered provided the lease is valid for a minimum period of 15 years from the date of advertisement. The offered land will be verified during Field Verification. In case of Durgam Kshetriya Vitrak, the location for Godown land should be within the Village / cluster of Village limits as per the advertised location. 2. In case land belongs to member of 'Family Unit', attach Declaration by family member as per <b>Appendix -2</b> .							
	<b>Name(s) of the owner of Land / Leaseholder</b>	<b>Relationship with applicant</b>	<b>Date of registration of sale deed/gift deed/ registered lease deed/ date of mutation</b>	<b>Address of the location of the land for LPG Godown</b>	<b>Khasra No./ Survey No.</b>	<b>Dimensions of land *#</b>		<b>Distance from location in km</b>
			D D M M Y Y			Length in metre	Breadth in metre	
Note:(1) If you are applying for Sheheri or Rurban Vitrak, the plot of land for Godown should have minimum dimension of 25 M X 30 M or the constructed LPG Godown should have a minimum storage capacity of 8000 Kg. LPG.(2) If you are applying for Gramin Vitrak, the plot of land for Godown should have minimum dimension of 21 M X 26 M or the constructed LPG Godown should have a minimum storage capacity of 5000 Kg. LPG (1) If you are applying for Durgam Kshetriya Vitrak, the plot of land for Godown should have minimum dimension of 15 M X 16 M or the constructed LPG Godown should have a minimum storage capacity of 3000 Kg. LPG (2) In case the applicant has more than the one land the details of the same can also be provided, if required in additional sheet. (3) The land shown above should not be offered by any other applicant for this location and in case it is found at any stage that the same land is offered by more than one applicant, then all such applications shall be rejected or if any selection has been done, the same would be cancelled.								
* Provide dimensions of the plot that will be used for proposed godown out of the total land owned. # Provide dimensions of the plot in metre (M) only.								

<b>6</b>	If you are applying for Sheheri Vitrak, Rurban Vitrak and Gramin Vitrak, provide the following details of land for Godown or showroom at the advertised location (owned or leased for minimum 15 years). In case land belongs to member of 'Family Unit', attach Undertaking as per <b>Appendix - 4</b> .						
	Name(s) of the owner of Land /showroom or leaseholder	Relationship with applicant	Date of registration of sale deed/gift / lease/ date of	Address of the location of the land for showroom /	Khasra No / Survey No	Dimensions #	
						Length in metre	Breadth in metre
<b>7</b>	<b>Additional Information : (To be filled in by SKO Dealers)</b>						
a.	Name of the SKO Dealership						
b.	Location						
c.	District						
d.	State						
e.	Category of dealership						
f.	Name of the Oil Company						
g.	Constitution of the dealership						
h.	Average monthly SKO allocation during the preceding 12 months prior to the month of advertisement for this LPG Distributorship						Av. KL per mth.
<b>8</b>	<b>Additional Information : (To be filled in by NDNE LPG Retailers / Distributors)</b>						
a.	Name of the LPG NDNE Retailer / Distributor						
b.	Location						
c.	District						
d.	State						
e.	Name of the Oil Company						

**9 DECLARATION BY THE APPLICANT.**

I am aware that eligibility for LPG distributorship will be decided based on the information provided by me in my application. On verification by the Oil Company if it is found that the information provided by me is incorrect/ false/ misrepresented then my candidature will stand cancelled and I will be declared ineligible for LPG Distributorship.

I also confirm that if selected, I will present all the supporting documents in original in respect of the information given by me in this application and failure to present these documents in original will result in cancellation of selection.

I am fully aware that if I am unable to provide LPG Godown duly approved by the Office of Chief Controller Of Explosives, Petroleum & Explosives Safety Organisation and / or Showroom as per the Oil Company's standard layout, then the allotment of distributorship made to me will be cancelled.

I am aware that in case the same land offered by me in my application for provision of LPG Godown and showroom facility is also offered by any other applicant, for the same location, my candidature for LPG Distributorship will be rejected.

I am fully aware that I will not be appointed as LPG distributor if I am employed. I shall have to resign from the service and produce proof of acceptance of my resignation from my employer before issuance of Letter of Appointment. Failure to do so shall lead to cancellation of my selection.

I am also aware that I cannot draw any salary / perks / emoluments (other than the pension received) from the state / Central governments and I have to forego these benefits at the time of appointment as LPG Distributor. Failure to comply to this condition will lead to cancellation of my selection.

I am fully aware that I have to personally manage the operation of LPG Distributorship.

I am aware that if selected in the draw, I have to provide all weather motorable approach road to the Godown within the timelines given in the Letter Of Intent and an undertaking, as per the prescribed format in the form of a Notarized affidavit will have to be provided at the time of Field Verification Of Credentials (FVC).

I am aware that if selected, I have to deposit 10% of the applicable security deposit before the FVC is carried out failing which my candidature will be cancelled. In case, if it is found the information given by me is incorrect / false / misrepresented then my candidature is laible to be cancelled along with forfeiture of the amount deposited before FVC.

That, if selected, I undertake that I will be depositing an interest free Security deposit as per the policy of the Corporation.

I have read the terms and conditions applicable for the LPG Distributorships mentioned in the advertisement / Brochure and confirm that I fulfil the eligibility criteria for the LPG distributorship I have applied for in this application.

That, if selected, I undertake that I will submit at the time of Field Verification Of Credientilas( FVC), duly notarized affidavits, for all the self declarations made in my application with regard to selection of LPG Distributorship

The checklist at Point No. 10 which is a part of this application has been verified by me before the submissiion of this application form and the same is true and correct

**Undertaking**

I, \_\_\_\_\_ daughter of /son of/ wife of Shri \_\_\_\_\_ hereby confirm that the information given above is true and correct. Any wrong information /misrepresentation/ suppression of facts will make me ineligible for this LPG distributorship.

Place :

Signature of applicant \_\_\_\_\_

Date :

d	d	-	m	m	-	y	y	y	y
---	---	---	---	---	---	---	---	---	---

Name of applicant \_\_\_\_\_

(Name in block letters)

### 10. Check list for Applicants

Note : Tick ( ✓ ) 'Yes' or 'No' as applicable. (All points are Mandatory)

Pt. No.	Document / Activity to be checked	Yes	/	No	/	NA
i	I have enclosed DD No. _____ dated _____ drawn in favour of concerned Oil Company and payable at _____	Yes	/	No	/	NA
ii	I have pasted my recent photograph and signed across the photograph.	Yes	/	No	/	NA
iii	I have enclosed copy(ies) of eligibility certificate (s) for the category as applicable	Yes	/	No	/	NA
iv	I have enclosed self declaration in original as per format given in Appendix - 1	Yes	/	No	/	NA
v	I have enclosed self declaration in original as per format given in Appendix - 2, as applicable	Yes	/	No	/	NA
vi	I have enclosed self declaration in original for joint owners / joint lessee of land as per Appendix 4 as applicable	Yes	/	No	/	NA
vii	I have enclosed self declaration in original - declaration / undertaking as applicable, for OBC applicants as per Appendix - 3c.	Yes	/	No	/	NA
viii	I confirm that my age as on date of application is as per the eligibility criteria.	Yes	/	No	/	NA
ix	I confirm that I am having minimum educational qualification as per the eligibility	Yes	/	No	/	NA
x	I confirm that I am having own land for Godown/ Godown, in the name of self / member of the 'Family Unit' ** / my parents and Grand parents (both maternal and paternal) and the same meets the eligibility conditions including the ownership criteria as per Clause No.1.23 of the Brochure ( please also refer to Item No. 5 of General instructions to the candidates applying for LPG Distributorships)	Yes	/	No	/	NA
xi	I confirm that I am having own land for Showroom/ Showroom in the name of self / member of the 'Family Unit' ** / my parents and Grand parents (both maternal and paternal) and the same meets the eligibility conditions including the ownership criteria as per Clause No.1.23 of the Brochure (please also refer to Item No.6 of General instructions to the candidates applying for LPG Distributorships)	Yes	/	No	/	NA
xii	I confirm that i have signed the undertaking at the end of the filled in application form with Name, Date and Place.	Yes	/	No	/	NA
xiii	I confirm that i have numbered and signed all pages of the Application.	Yes	/	No	/	NA
xiv	Total number of pages of the application including attachments is _____ numbers.	Yes	/	No	/	NA
xv	I confirm that the application is complete in all respects and the requisite documents have been enclosed.	Yes	/	No	/	NA

Date

Place

Name of applicant

Signature

# Wherever any items in the checklist are not applicable, the applicant should mention in the check box, as "Not applicable"

Family Unit for multiple dealership / distributorship norm means the following:

i) In case of married person/ applicant, 'Family Unit' will consist of individual concerned, his/her Spouse and their unmarried son(s)/daughter(s).

ii) In case of unmarried person/ applicant, 'Family Unit' will consist of individual concerned, his/her parents and his/her unmarried brother(s) and unmarried sister(s).

iii) In case of divorcee, 'Family Unit' will consist of individual concerned, unmarried son(s)/unmarried daughter(s) whose custody is given to him/her.

iv) In case of widow/widower, 'Family Unit' will consist of individual concerned, unmarried son(s)/unmarried daughter(s).

Family Unit for ownership of land for Godown/Showroom means Family unit as defined in multiple dealership / distributorship norm of eligibility criteria)/ parents (includes Step Father/Step Mother), grandparents (both maternal and paternal), Brother/Sister (including Step Brother & Step Sister), Son/Daughter (including Step Son/Step Daughter), Son-in-law/Daughter in-law of the applicant or the spouse (in case of married applicant).

**SELF DECLARATION  
( TO BE TYPED ON PLAIN PAPER )**

**Appendix - 1 (page 1 of 2)**

I, \_\_\_\_\_ son/daughter/wife of \_\_\_\_\_ Age \_\_\_\_\_  
\_\_\_\_\_ years residing at \_\_\_\_\_ do hereby solemnly affirm and say as under :

- 1 That I am an Indian Citizen and residing in India.
- 2 That my date of birth is 

d	d	/	m	m	/	y	y	y	y
---	---	---	---	---	---	---	---	---	---

 ' (in words \_\_\_\_\_ )
- 3 That I have passed Xth Standard in the year\* 

y	y	y	y
---	---	---	---
- 4 That I am unmarried. That neither I, nor my Father, Mother, unmarried brother(s), unmarried sister(s) have dealership/distributorship or hold Letter of Intent for Retail Outlet or SKO-LDO dealership or LPG distributorship or RGGLV of any PSU Oil Company.

**OR**

That I am married and name of my spouse is \_\_\_\_\_. That neither I nor my spouse, unmarried son(s)/unmarried daughter(s) have dealership/ distributorship or hold letter of Intent for Retail Outlet or SKO-LDO dealership or LPG distributorship or RGGLV of any PSU Oil Company:

**OR**

That I am widow/widower . That neither I nor my unmarried son(s)/unmarried daughter(s) have dealership/ distributorship or hold letter of Intent for Retail Outlet or SKO-LDO dealership or LPG distributorship or RGGLV of any PSU Oil Company:

**OR**

That I am divorcee . That neither I, nor unmarried son(s)/unmarried daughter(s) (whose custody is given to me) have dealership/ distributorship or hold letter of Intent for Retail Outlet or SKO-LDO dealership or LPG distributorship or RGGLV of any PSU Oil Company:

- 5 That I hereby confirm that none of my family members, as defined in brochure are employees of Oil Marketing Companies
- 6 That I am of sound physical and mental health.
- 7 That I have never been convicted nor charges have ever been framed against me by any Court of Law for any criminal offences involving moral turpitude and/or economic offences (other than freedom struggle).
- 8 That I hereby confirm that I was never a signatory to dealership/distributorship agreement of any PSU Oil Company, which was terminated for proven malpractices and / or for violations of provisions of the Marketing Discipline Guidelines. I also confirm that I have not resigned from sole proprietorship of any dealership / distributorship of any PSU Oil Company in order to transfer the dealership / distributorship in favour of my family member/s (as defined in the dealer / distributor Selection Guidelines).
- 9 **For Applicants applying under the category of SKO dealers\*** (a) That I am the sole proprietor of SKO dealership of \_\_\_\_\_ ( OMC name) in the Name & Style of \_\_\_\_\_ at \_\_\_\_\_ (location) opertaing below an average allocation of 75 KL of SKO per month during the immediate preceding 12 months prior to the month of advertisement for the LPG Distributorship.  
(b) That I have not been penalized for violation of Marketing Discipline Guidelines within last 5 years preceding the date of advertisement and /or there are no proceedings pending against my Dealership under Marketing Discipline Guidelines, Dealership Agreement, Kerosene Control Order or ESMA.  
(c) I am aware that if I am selected for the LPG distributorship, I will have to surrender my SKO dealership before being appointed as LPG Distributor by IOC/BPC/HPC.
- 10 For Applicants who are having NDNE retailer/distributorship or holding LOI of NDNE retailer/distributorship\*  
(a) That I or a member of my Family Unit am/is having NDNE retailer/distributorship or holding Letter of Intent of NDNE retailer/distributorship of \_\_\_\_\_ (OMC name) at \_\_\_\_\_ location(s).  
(b) I am aware that if I am selected for the LPG distributorship, I/my Family Unit member will have to surrender the NDNE retailer/distributorship or LOI held in my name / Family Unit member before being appointed as LPG Distributor by IOC/BPC/HPC.
- 11 I am aware that in case it is detected at any stage that the same piece of land for LPG Godown/ Showroom offered by me in my application for provision of LPG Godown/ Showroom facility iwas also offered by any other applicant for the same location, then my candidature for LPG Distributorship will be rejected/ the Letter of Intent will be withdrawn/ Distributorship ,if already appointed, shall be terminated.

\* Strike off whatever is not applicable.

12 That if any information/ declaration given by me in my application or in any document submitted by me in support of application for the award of the LPG Distributorship or in this self declaration is found to be untrue or incorrect or false, then Indian Oil Corporation Ltd.\*/ Bharat Petroleum Corporation Ltd. \*/ Hindustan Petroleum Corporation Ltd. \* would be within its rights to withdraw the Letter of Intent/ terminate the Distributorship (if already appointed) and that I would have no claim, whatsoever, against the Corporation for such withdrawal/ Termination.

\* Strike off whtaever is not applicable.

13 I am aware that if I am selected in the Draw for LPG Distributorship, I will have to convert this declaration into a Notarized affadavit prior to commencement of the Field verification of credentials.

**\* Strike off whatever is not applicable.**

I hereby verify that what has been stated above is true and correct to the best of my knowledge and nothing material has been concealed therefrom.

This \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_

Signature of person making Self Declaration

(Name in block letters)

**DECLARATION****Appendix - 2**

(TO BE TYPED ON BLANK PAPER )

**(To be given by the family member as defined in eligibility criteria other than applicant)**

I \_\_\_\_\_ Son/wife of \_\_\_\_\_  
 Age \_\_\_\_\_ years resident of \_\_\_\_\_ do hereby solemnly affirm and say as under:-

1 That I am unmarried and my father\*/mother\*/unmarried brother\* / unmarried sister\* (Mr/Ms) \_\_\_\_\_ (name) has applied for LPG distributorship of IOC\*/BPC\*/HPC\* at \_\_\_\_\_ (location) under ' \_\_\_\_\_ ' category against the advertisement made in \_\_\_\_\_ news paper dated \_\_\_\_\_

**OR**

That I am married and my unmarried son\*/ unmarried daughter\*/wife\*/husband\* / grandson\*/ granddaughter\*/ (Mr/Ms) \_\_\_\_\_ (name) has applied for LPG distributorship of IOC\*/BPC\*/HPC\* at \_\_\_\_\_ (location) under ' \_\_\_\_\_ ' category against the advertisement made in \_\_\_\_\_ news paper dated \_\_\_\_\_

\* Strike off whichever is not applicable.

2 That I own a piece of land singly/ jointly in my name as specified in item no. 5 & 6 of the application form. The details of land offered alongwith the demarcation plan (if any) is given below.

Godown/ Showroom	Names of the owner(s)/ Lessee(s)	Date of registration of sale deed/gift deed/ registered lease deed/ date of mutation	Khasra No./Survey No.	Total Dimension of the plot of land		Dimensions of piece of land as per demarcated plan	
				Length in metre	Breadth in metre	Length in metre	Breadth in metre
(a)	(b)	(c)	(d)	(e)		(f)	
		D   D   M   M   Y   Y					

Note: Particulars of (f) to be provided in case a piece (portion) out of the plot mentioned in (e) is offered to the above applicant.

3 (a) That in case he/she is selected for LPG distributorship, I confirm that I do not have any objection for the construction of LPG godown / showroom (as required by OMC) at the above plot as per the particulars given at (e) (in case the entire plot is offered )

**OR**

That in case he/she is selected for LPG distributorship, I confirm that I do not have any objection for the construction of the LPG godown / showroom (as required by OMC) at the above mentioned land, plot as per the particulars given at (f) as per the demarcation on the site plan enclosed duly signed by all co-owners. (applicable in case a piece (portion) out of the plot mentioned in (e) is offered to the above applicant particulars of which is mentioned in (f) )

3 (b) I hereby confirm that the said plot of land/ piece of land mentioned above has not been offered by me to any other applicant for this LPG distributorship location for the same purpose.

I hereby verify that what has been stated above is true and correct to the best of my knowledge and nothing material has been concealed therefrom.

4 I am aware that if the applicant is selected in the Draw for LPG Distributorship, I will have to convert this declaration into a Notarized affidavit prior to commencement of the Field verification of credentials of the

This \_\_\_\_\_ day of \_\_\_\_\_

Signature

Name

Relationship with applicant.

**STANDARD FORMAT FOR SC/ST CATEGORY CERTIFICATE**

Note: A candidate who claims to belong to one of the Scheduled Castes / Scheduled Tribes should submit in support of his / her claim, a certificate in original, with a copy thereof in the form given below, issued at any time by a competent authority # notified by the Government of India, of the district in which his parents (or surviving parents) ordinarily reside who has been designated by the State Government concerned as competent to issue such a certificate. If both his parents are dead, the officer signing the certificate should be of the District in which the candidate himself ordinarily resides otherwise than for the purpose of his own education. In case of any doubt about the genuineness of the certificate, the same may be got verified through the concerned District Magistrate / Deputy Commissioner.

**The form of the certificate to be produced by Scheduled Castes / Scheduled Tribes candidates.**

This is to certify that Shri / Smt. / Kum\* \_\_\_\_\_ son / daughter\* of \_\_\_\_\_ of village / town \* \_\_\_\_\_ in District / Division\* \_\_\_\_\_ of the State / Union Territory\* of \_\_\_\_\_ belongs to the \_\_\_\_\_ Caste / Tribe and his / her religion is \_\_\_\_\_ which is recognised as a Scheduled Caste / Scheduled Tribe under the Scheduled Castes / Scheduled Tribes lists (modification) order 1956\* read with the Bombay Re-organisation Act, 1960 and the Punjab Reorganisation Act 1956\*.

The Constitution (Jammu & Kashmir) Scheduled Castes Order, 1956\*

The Constitution (Andaman & Nicobar Islands) Scheduled Tribes Order, 1956\*

The Constitution (Dadra & Nagar Haveli) Scheduled Castes Order, 1962\*

The Constitution (Pondicherry) Scheduled Castes Order, 1964\*

The Constitution (Scheduled Tribes) (Uttar Pradesh) Order, 1967\*

The Constitution (Nagaland) Scheduled Tribes Order, 1970\*

Place : \_\_\_\_\_ Signature : \_\_\_\_\_

Date : \_\_\_\_\_ Designation : \_\_\_\_\_

State / Union Territory\*

\* Please delete the words which are not applicable.

Note : The terms "Ordinarily reside(s)" used here will have the same meaning as in Section-20 of the Representation of the People Act, 1950.

# Officers competent to issue Caste / Tribe certificates.

i. District Magistrate / Additional District Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector, 1st Class Stipendiary Magistrate / City Magistrate \*\*\* Sub-Divisional Magistrate / Taluka Magistrate / Executive Magistrate / Extra Assistant Commissioner.

ii. Chief Presidency Magistrate / Additional Chief Presidency Magistrate, Presidency Magistrate.

iii. Revenue Officers not below the rank of Tehsildar.

iv. Sub-divisional officer of the area where the candidate and / or his family normally resides.

v. Administrative / Secretary to Administrator / Development Officer (Lakshadweep).

**STANDARD FORMAT FOR OBC CATEGORY CERTIFICATE**

Note: A candidate who claims to belong to one of the Other Backward Classes should submit in support of his / her claim, a certificate in original, with a copy thereof in the form given below, issued by a competent authority notified by the Government of India.

**The form of the certificate to be produced by "Other Backward Classes" candidates.**

This is to certify that Shri / Smt. / Kum.\* \_\_\_\_\_ son/ daughter\* of \_\_\_\_\_ of \_\_\_\_\_ Village/ Town\* \_\_\_\_\_ District/Division\* \_\_\_\_\_ in the State/Union Territory\* of \_\_\_\_\_ belongs to the \_\_\_\_\_ Community which is recognized as a Backward Class under **Government of India, Ministry of Social Justice and Empowerment's Resolution No. \_\_\_\_\_ dated \_\_\_\_\_\*\*.**

Shri / Smt. / Kum\*. \_\_\_\_\_ and / or his/her family ordinarily reside(s) in village/town\* \_\_\_\_\_ of \_\_\_\_\_ District / Division\* of the State/Union Territory\* of \_\_\_\_\_.

This is also to certify that he/she does not belong to the persons/sections (Creamy Layer) mentioned in Column 3 of the Schedule to the Government of India, Department of Personnel & Training O.M. No. 36012/22/93-Estt.(SCT) dated 08/09/93 as amended from time to time

**Place :** \_\_\_\_\_

**Signature :** \_\_\_\_\_

**Date :** \_\_\_\_\_

**Designation :** \_\_\_\_\_

**(with seal of office)**

**State / Union Territory\*** \_\_\_\_\_

\* Please delete the words, which are not applicable

\*\* The authority issuing the certificate will have to mention the details of Resolution of Government of India, in which the caste of the candidate is mentioned as OBC

**NOTE:**

(a) The term 'Ordinarily' used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

(b) The authorities competent to issue Caste Certificates for Other Backward Classes are given below:

(i) District Magistrate / Additional Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner/Deputy Collector / 1st Class Stipendiary Magistrate /Sub-Divisional Magistrate / Taluka Magistrate / Executive Magistrate / Extra Assistant Commissioner (not below the rank of 1st Class Stipendiary Magistrate).

(ii) Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate.

(iii) Revenue Officer not below the rank of Tehsildar and

(iv) Sub-Divisional Officer of the area where the candidate and / or his/her family resides.

(c) The last date for submission of application mentioned in the notice of advertisement or corrigendum (if any) will be treated as the date of reckoning for OBC status of the candidate and also for determining that the candidate does not fall in the creamy layer. The candidate should furnish the relevant OBC Certificate in the format prescribed above issued by the competent authority.

**Declaration/undertaking - for OBC Candidates***(TO BE TYPED ON PLAIN PAPER)*

I, son/daughter of Shri \_\_\_\_\_ resident of village/town/city \_\_\_\_\_ in the District \_\_\_\_\_ of State / Union Territory of \_\_\_\_\_ hereby declare that I belong to the community which is recognized as a Backward Class for the purpose of reservation in services under Government of India, Ministry of Social Justice and Empowerment's Resolution No. \_\_\_\_\_ dated \_\_\_\_\_. It is also declared that I do not belong to persons/sections (Creamy Layer) mentioned in Column 3 of the Schedule to the Government of India, Department of Personnel & Training O.M. No. 36012/22/93-Est.(SCT) dated 08/09/93 as amended from time to time.

**(Signature of the Candidate)**

Place :

Date :

\* The details of Resolution of Government of India will have to be furnished, in which the caste of the candidate is mentioned as OBC

**Note :**

- a. Declaration/undertaking not signed by Candidate will be rejected.
- b. False declaration will render the applicant liable for rejection of application/candidature at any time.
- c. I am aware that if I am selected in the Draw for LPG Distributorship, I will have to convert this declaration / undertaking into a Notarized affidavit prior to commencement of the Field verification of credentials.

(PRESCRIBED FORMAT FOR 'PH' CATEGORY APPLICANTS)

APPENDIX - 3d

(For office use only)

Date:  
Place:

Signature of issuing authority  
Stamp

Form-II

**Disability Certificate**  
**(In cases of amputation or complete permanent paralysis of limbs**  
**and in cases of blindness)**  
(See rule 4)

(NAME AND ADDRESS OF THE MEDICAL AUTHORITY ISSUING THE  
CERTIFICATE)

Recent PP size  
Attested  
Photograph  
(Showing face  
only) of the person  
with disability

Certificate No.

Date:

This is to certify that I have carefully examined  
Shri/Smt./Kum. \_\_\_\_\_  
son/wife/daughter of Shri \_\_\_\_\_ Date of  
Birth (DD / MM / YY) \_\_\_\_\_ Age \_\_\_\_\_ years, male/female Registration  
No. \_\_\_\_\_ permanent resident of House No. \_\_\_\_\_ Ward/Village/  
Street \_\_\_\_\_ Post Office \_\_\_\_\_  
District \_\_\_\_\_ State \_\_\_\_\_, whose photograph is affixed above, and am satisfied  
that :

(A) he/she is a case of:

- locomotor disability
- blindness

(Please tick as applicable)

PAGE 1 of 2

(B) the diagnosis in his/her case is \_\_\_\_\_

(A) He/ She has \_\_\_\_\_ %(in figure) \_\_\_\_\_ percent (in words) permanent physical impairment/blindness in relation to his/her \_\_\_\_\_ (part of body) as per guidelines (to be specified).

2. The applicant has submitted the following document as proof of residence:-

Nature of Document	Date of Issue	Details of authority issuing certificate

(Signature and Seal of Authorised Signatory of notified Medical Authority)

Signature/Thumb impression of the person in whose favour disability certificate is issued.

PAGE 2 of 2

**PRESCRIBED FORMAT FOR 'PH' CATEGORY APPLICANTS**

**APPENDIX-3d**

**Form-III**

**Disability Certificate  
(In case of multiple disabilities)  
(NAME AND ADDRESS OF THE MEDICAL AUTHORITY ISSUING THE  
CERTIFICATE)  
(See rule 4)**

Recent PP size  
Attested  
Photograph  
(Showing face  
only) of the person  
with disability

Certificate No. \_\_\_\_\_

Date: \_\_\_\_\_

This is to certify that we have carefully examined  
Shri/Smt./Kum. \_\_\_\_\_ /son/wife/  
daughter of Shri \_\_\_\_\_ Date of  
Birth (DD / MM / YY) \_\_\_\_\_ Age \_\_\_\_\_ years, male/female \_\_\_\_\_  
Registration No. \_\_\_\_\_ permanent resident of House  
No. \_\_\_\_\_ Ward/Village/Street \_\_\_\_\_ Post  
Office \_\_\_\_\_ District \_\_\_\_\_ State \_\_\_\_\_, whose  
photograph is affixed above, and are satisfied that:

(A) He/she is a Case of **Multiple Disability**. His/her extent of permanent physical impairment/disability has been evaluated as per guidelines (to be specified) for the disabilities ticked below, and shown against the relevant disability in the table below:

S. No.	Disability	Affected Part of Body	Diagnosis	Permanent physical impairment/mental disability (in %)
1	Locomotor disability	@		
2	Low vision	#		
3	Blindness	Both Eyes		
4	Hearing impairment	£		
5	Mental retardation	X		
6	Mental-illness	X		

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(B) In the light of the above, his /her over all permanent physical impairment as per guidelines(to be specified), is as follows:-

In figures:- \_\_\_\_\_ percent

In words:- \_\_\_\_\_ percent

2. This condition is progressive/ non-progressive/ likely to improve/ not likely to improve.

3. Reassessment of disability is:

(i) not necessary,

**Or**

(ii) is recommended/ after \_\_\_\_\_ years \_\_\_\_\_ months, and therefore this certificate shall be valid till (DD / MM / YY) \_\_\_\_\_

@ - e.g. Left/Right/both arms/legs

# - e.g. Single eye/both eyes

£ - e.g. Left/Right/both ears

4. The applicant has submitted the following document as proof of residence:-

Nature of Document	Date of Issue	Details of authority issuing certificate

5. Signature and seal of the Medical Authority.

Name and seal of Member	Name and seal of Member	Name and seal of the Chairperson

Signature/Thumb impression of the person in whose favour disability certificate is issued.

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**PRESCRIBED FORMAT FOR 'PH' CATEGORY APPLICANTS**

**APPENDIX-3d.**

Form-IV

**Disability Certificate**  
(In cases other than those mentioned in Forms II and III)

(NAME AND ADDRESS OF THE MEDICAL AUTHORITY ISSUING THE CERTIFICATE)  
(See rule 4)

Recent PP size  
Attested  
Photograph  
(Showing face  
only) of the person  
with disability

Certificate No. \_\_\_\_\_

Date: \_\_\_\_\_

This is to certify that I have carefully examined  
Shri/Smt./Kum. \_\_\_\_\_ son/  
wife/daughter of Shri \_\_\_\_\_ Date of  
Birth (DD / MM / YY) \_\_\_\_\_ Age \_\_\_\_\_ years, male/female \_\_\_\_\_  
Registration No. \_\_\_\_\_ permanent resident of House  
No. \_\_\_\_\_ Ward/Village/ Street \_\_\_\_\_ Post  
Office \_\_\_\_\_ District \_\_\_\_\_ State \_\_\_\_\_, whose  
photograph is affixed above, and am satisfied that he/she is a case  
of \_\_\_\_\_ disability. His/her extent of percentage physical  
impairment/disability has been evaluated as per guidelines (to be specified) and is shown against  
the relevant disability in the table below:-

S. No.	Disability	Affected Part of Body	Diagnosis	Permanent physical impairment/mental disability (in %)
1	Locomotor disability	@		
2	Low vision	#		
3	Blindness	Both Eyes		
4	Hearing impairment	£		
5	Mental retardation	X		
6	Mental-illness	X		

(Please strike out the disabilities which are not applicable.)

*Page 1 of 2*

2. The above condition is progressive/ non-progressive/ likely to improve/ not likely to improve.

3. Reassessment of disability is :

(i) not necessary,

Or

(ii) is recommended/ after \_\_\_\_\_ years \_\_\_\_\_ months, and therefore this certificate shall be valid till (DD / MM / YY) \_\_\_\_\_

@ - e.g. Left/Right/both arms/legs

# - e.g. Single eye/both eyes

£ - e.g. Left/Right/both ears

4. The applicant has submitted the following document as proof of residence:-

Nature of Document	Date of Issue	Details of authority issuing certificate

(Authorised Signatory of notified Medical Authority)  
(Name and Seal)

Countersigned

{Countersignature and seal of the  
CMO/Medical Superintendent/Head of  
Government Hospital, in case the  
certificate is issued by a medical  
authority who is not a government  
servant (with seal)}

Signature/Thumb  
impression of the  
person in whose  
favour disability  
certificate is  
issued.

Note: In case this certificate is issued by a medical authority who is not a government servant, it shall be valid only if countersigned by the Chief Medical Officer of the District."

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**STANDARD FORMAT FOR PARAMILITARY/POLICE/GOVERNMENT/PSU PERSONNEL CATEGORY**

Certificate is to be given by Head of the Office or an Officer not below the rank of Under Secretary to the Government on Official Letter-Head of the Organization / Government Office issuing the Certificate.

Reference No. \_\_\_\_\_

Date \_\_\_\_\_

**Eligibility Certificate for Paramilitary/Police/Government/PSU Personnel Category**

I # This is to certify that Mr/Ms \_\_\_\_\_ who was working in this office as \_\_\_\_\_ had passed away on (date) \_\_\_\_\_ at (Place) \_\_\_\_\_. Mr/Ms \_\_\_\_\_ has been awarded ( name of gallantry award) \_\_\_\_\_ in recognition of the supreme scarifice made while \_\_\_\_\_.

Mr/Ms ( name of applicant) \_\_\_\_\_ ( relationship \_\_\_\_\_ ) was dependent on Mr/Ms \_\_\_\_\_ as per our records.

OR

II # This is to certify that Mr /Mrs \_\_\_\_\_ who was working in this office as \_\_\_\_\_ had passed away on (date) \_\_\_\_\_ while in action at (Place) \_\_\_\_\_.

Mr/Ms ( name of applicant) \_\_\_\_\_ ( relationship \_\_\_\_\_ ) was dependent on Mr/Ms \_\_\_\_\_ as per our records.

OR

III # This is to certify that Mr/Ms ( name of applicant) \_\_\_\_\_ was working in our organization\_ and has been disabled on ( date) \_\_\_\_\_while performing duties at (place) \_\_\_\_\_.

OR

IV # This is to certify that Mr /Mrs \_\_\_\_\_ who was working in this office as \_\_\_\_\_ had passed away on (date) \_\_\_\_\_ while on duty at (Place) \_\_\_\_\_.

Mr/Ms ( name of applicant) \_\_\_\_\_ ( relationship \_\_\_\_\_ ) was dependent on Mr/Ms \_\_\_\_\_ as per our records.

OR

V # This is to certify that Mr/Ms \_\_\_\_\_ was working in our organization \_\_\_\_\_ and has been disabled in peace on ( date) \_\_\_\_\_ due to attributable causes.

# Delete if not applicable.

**Attested Signatures of applicant**

Place : \_\_\_\_\_

Signature :

Name :

Date : \_\_\_\_\_

Designation :

Office Seal :

**Undertaking for offer of land from member of the family unit/parents/ grandparents (both paternal & maternal) of the applicant and third party – All the joint owners of the land (except the applicant) have to submit this affidavit individually including the member of the family unit/parents & grandparents (both paternal & maternal) of the applicant.**

(TO BE TYPED ON PLAIN PAPER )

I \_\_\_\_\_, Son/Daughter/wife of \_\_\_\_\_, age \_\_\_\_\_ years resident of do hereby solemnly affirm and say as under:-

- 1 That I, Shri/Smt \_\_\_\_\_, own a piece of land jointly or Jointly Leased, bearing Gatta/ Khasra/Survey No. \_\_\_\_\_ at \_\_\_\_\_ (village/town), \_\_\_\_\_ Taluka/Tehsil \_\_\_\_\_ District \_\_\_\_\_, in the State of \_\_\_\_\_ as per the following details :

**\* Land for Godown :**

Names of the Joint Owner(s) / Joint Lessee	Date of registration of Sale Deed / Gift Deed / Lease Deed / Date of Mutation	Khasra no./ Gatta No./Survey No. Total Dimension of the plot of land (____metres x____metres)	Total Dimension of the plot of land (____metres x____metres)	Dimension of Land offered as per Demarcated Plan (____metres X____metres)

**\* Land for Showroom :**

Names of the Joint Owner(s) / Joint Lessee	Date of registration of Sale Deed / Gift Deed / Lease Deed / Date of Mutation	Khasra no./ Gatta No./Survey No. Total Dimension of the plot of land (____metres x____metres)	Total Dimension of the plot of land (____metres x____metres)	Dimension of Land offered as per Demarcated Plan (____metres X____metres)

**\* Strike out whichever is not applicable**

- 2 That Shri/Smt \_\_\_\_\_ has applied for LPG Distributorship of IOC\*/BPC\*/HPC\* at \_\_\_\_\_ (location) under '\_\_\_\_' Category against the advertisement appeared in \_\_\_\_\_ news paper dated \_\_\_\_\_.

That in case he/she is selected for LPG Distributorship, I confirm that I do not have any objection for the construction of the LPG godown and/or show room (as required by OMC) at the above mentioned location, as per the demarcation on the site plan enclosed, duly signed by all the co-owners.

- 3 I hereby verify that what has been stated above is true and correct to the best of my knowledge, and nothing has been concealed there from.  
I also confirm that I have not offered this piece of land to any other person for the above purpose.
- 4 I/ We am/are aware that if the applicant is selected in the Draw for LPG Distributorship, I will have to convert this declaration into a Notarized affidavit prior to commencement of the Field verification of credentials of the applicant..

This \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year.

Name(s)

Signature

**General Instructions to the candidates applying for LPG Distributorship.**

Item No	Instructions	Supporting Documents to be provided by applicant
1 (a. to k.)	Write the particulars of the location for which application is made as per advertisement.	For Point No. 1 e. - Applicants applying for locations advertised under 'SC', 'ST', 'OBC', 'SC(W)', 'ST(W)', 'OBC(W)', 'SC(GP)', 'ST(GP)' and 'OBC(GP)' category/sub-category should attach copy of their Eligibility Certificate of the respective category i.e. "SC", "ST" and "OBC" from the Competent Authority. Applicants applying for locations advertised under sub-category "SC(PH)", "ST(PH)", "OBC(PH)" should attach copy of their Eligibility Certificate from the Competent Authority of the respective category i.e. "SC", "ST", "OBC" and also their eligibility certificates in the prescribed format for Physically Handicapped (PH). Further, applicants applying for locations advertised under sub-category 'SC(GP)', 'ST(GP)', 'OBC(GP) and Open (GP)' should note that they should submit the eligibility certificate for 'GP' sub-category, as applicable from the respective competent authority, on the date of draw.
2 (a. to d.)	Write the particulars of the application fee being submitted as per type of distributorship / category for the location for which application is made as per advertisement.	Demand Draft / Pay Order of the Application fee in favor of the full name of the Oil Company payable at the city of the office of the Oil Company where the application is to be submitted.
3 (a. to q.)	Personal Details are to be filled and Declaration as per format given in <b>Appendix -1</b> to be submitted	For Point No. 3 (m), Proof of Date of Birth like School Leaving Certificate/Birth Certificate/Passport / PAN Card.
		Copy of certificate of passing X <sup>th</sup> Standard or equivalent
4	For candidates applying under GP Category only: Tick the applicable box	Applicants applying for locations advertised under 'SC (GP)', 'ST(GP)' and 'OBC(GP)' category/sub-category should attach copy of their Eligibility Certificate of the respective category i.e. "SC", "ST" and "OBC" from the Competent Authority along with the application form. However, the eligibility certificate for 'GP' sub-category, as applicable from the respective competent authority, should be submitted on the date of draw.

**General Instructions to the candidates applying for LPG Distributorship.**

Item No	Instructions	Supporting Documents to be provided by applicant
5	Details of the plot of Land for godown or ready made godown which meets the eligibility requirement as given below:	Documents pertaining to land / Godown in the name of applicant or member of 'family unit' Registered Sale Deed/ Gift Deed / Lease Deed (15yrs minimum ) / Mutation and government record etc.
	Sheheri Vitrak or Rurban Vitrak would require a storage Godown approved and licensed by Chief Controller of Explosives of Petroleum and Explosives Safety Organisation (PESO) for storage of 8000 Kg LPG in cylinders. The applicant should 'Own' (as per ownership criteria defined in clause No. 1.23 of the Brochure as applicable), a plot of land of minimum dimensions 25 M x 30 M in the city or within 15 km from the outer limits of the municipal /town /village limits of the location in the same state for construction of LPG Godown for storage of 8000 Kg of LPG in cylinders Or, a ready LPG cylinder storage godown in the city or within 15 km from the outer limits of the municipal /town /village limits of the location in the same state, of capacity 8000 Kg. Note : The plot of land for construction of godown not meeting the minimum dimensions of 25 M x 30 M will not be considered,	<p>The Date of the documents have to be on or before the last date of submission of application as mentioned in the advertisement or corrigendum, if any.</p> <p>In case land is in the name of member of 'family unit', consent from the family member in form of Notorized Affidavit (Appendix 2) is required to be attached with the application.</p> <p>In case land is jointly owned by the applicant/member of the Family Unit with any other person(s) or jointly leased in the name of the applicant/member of the Family Unit &amp; any other person(s) and the share of such land in the name of the applicant/member of the Family Unit meets the requirement of land for godown then an NOC in the form of an Undertaking from the joint owner(s)/joint lessee is to be provided as per Appendix-4</p> <p>'Family Unit' is defined in the Brochure under Point No. 1.23 and also in the Important Notes given below at Point No. 2.</p>
	Gramin Vitrak would require a storage Godown approved and licensed by Chief Controller of Explosives of Petroleum and Explosives Safety Organisation (PESO) for storage of 5000 Kg LPG in cylinders. The applicant should 'Own' (as per ownership criteria defined in clause No. 1.23 of the Brochure as applicable), a plot of land of minimum dimensions 21 M x 26 M (within 15 km from the location) for construction of LPG Godown for storage of 5000 Kg of LPG in cylinders. , Or, a ready LPG cylinder storage godown (within 15 km from the location) of capacity 5000 Kg. Note : The plot of land for construction of godown not meeting the minimum dimensions of 21 M x 26M will not be considered.	

**General Instructions to the candidates applying for LPG Distributorship.**

<p><b>5</b></p>	<p>DKV Vitrak would require a storage Godown approved and licensed by Chief Controller of Explosives of Petroleum and Explosives Safety Organisation (PESO) for storage of 3000 Kg LPG in cylinders. The applicant should 'Own' (as per ownership criteria defined in clause No. 1.23 of the Brochure as applicable), a plot of land of minimum dimensions 15 M x 16 M (within the village/cluster of village limits as per the advertised location) for construction of LPG Godown for storage of 3000 Kg of LPG in cylinders. , Or, a ready LPG cylinder storage godown (within the village/cluster of village limits as per the advertised location) of capacity 3000 Kg. Note : The plot of land for construction of godown not meeting the minimum dimensions of 15 M x 16M will not be considered.</p>	<p>Documents pertaining to land / Godown in the name of applicant or member of 'family unit' Registered Sale Deed/ Gift Deed / Lease Deed (15yrs minimum ) / Mutation and government record etc.</p> <p>The Date of the documents have to be on or before the last date of submission of application as mentioned in the advertisement or corrigendum, if any.</p> <p>In case land is in the name of member of 'family unit', consent from the family member in form of Notorized Affidavit (Appendix 2) is required to be attached with the application.</p> <p>In case land is jointly owned by the applicant/member of the Family Unit with any other person(s) or jointly leased in the name of the applicant/member of the Family Unit &amp; any other person(s) and the share of such land in the name of the applicant/member of the Family Unit meets the requirement of land for godown then an NOC in the form of an Undertaking from the joint owner(s)/joint lessee is to be provided as per Appendix-4</p> <p>'Family Unit' is defined in the Brochure under Point No. 1.23 and also in the Important Notes given below at Point No. 2.</p>
	<p>(Note : In case there are any state specific requirements/norms applicable for construction of the LPG Godown, then the same will be applicable for the respective Distributorship locations and revised minimum dimensions of the plot of land will be required as specified in the advertisement of that respective State). The plot of land or ready LPG cylinder storage godown should be freely accessible through all weather motorable approach road (public road or private road connecting to the public road). It should also be plain, in one contiguous plot, free from live overhead power transmission or telephone lines. Canals/Drainage/Nallahs should not be passing through the plot. The land for construction of LPG godown should also meet the norms of various statutory bodies such as PWD/Highway authorities/ Town and Country Planning Department etc.</p>	
<p><b>6</b></p>	<p>Details of the Land for Showroom / Showroom which meets the following requirements:-</p> <p>Own a suitable shop of minimum size 3 meters by 4.5 meter in dimension or a plot of land for construction of shop of minimum size 3 meters by 4.5 meter at the advertised location or locality as specified in the advertisement. It should be easily accessible to general public through a suitable approach road.</p>	<p>Documents pertaining to land / showroom in the name of applicant or member of 'family unit'. Same as mentioned in the item 5 above.</p>
<p><b>7</b> (a to h)</p>	<p>Additional Information to be furnished by SKO (Kerosene) dealers for item No.a. to h.</p>	<p>Self declaration as per format given in Appendix - 1 to be submitted.</p>
<p><b>8</b> (a to e)</p>	<p>Additional Information to be furnished by NDNE Retailers dealers for item No. a. to e.</p>	<p>Self declaration as per format given in Appendix - 1 to be submitted. Copy of the NDNE Retailer Agreement with the concerned OMC.</p>

### General Instructions to the candidates applying for LPG Distributorship.

Important Notes :

1. 'Family Unit' for multiple dealerships/distributorships norms mean the following :

In case of married applicant, 'Family Unit' will consist of individual concerned his / her spouse and their unmarried son(s) /daughters(s).

ii) In case of unmarried person/applicant 'Family Unit' will consist of individual concerned his /her parents and his/her unmarried brother(s) and unmarried(s) sister(s).

iii) In case of divorcee, 'Family Unit' will consist of individual concerned, unmarried son(s) / unmarried daughter(s) whose custody is given to him / her .

iv) In case of widow/widower 'Family Unit' will consist of individual concerned unmarried son(s) / unmarried daughter(s).

2. 'Ownership' or 'Own' for godown / showroom for Sheheri Vitrak, Rurban Vitrak, Gramin Vitrak and Durgam Kshetriya Vitrak Type of Distributorship means having :

a. Ownership title of the property

Or

b. Registered lease deed having minimum 15 yrs of valid lease period commencing on any day from the date of advertisement up to the last date of submission of application as specified either in the advertisement or corrigendum (if any).

Additionally, applicants having registered lease deed commencing on any date prior to the date of advertisement will also be considered provided the lease is valid for a minimum period of 15 years from the date of advertisement.

The applicant should have ownership as defined under the term 'Own' in the name of applicant / member of "Family Unit" (as defined in multiple dealership / distributorship norm of eligibility criteria)/parents (includes Step Father/Step Mother), grandparents (both maternal and paternal), Brother/Sister (including Step Brother & Step Sister), Son/Daughter (including Step Son/Step Daughter), Son-in-law/Daughter in-law of the applicant or the spouse (in case of married applicant) as on last date for submission of application as specified either in the advertisement or corrigendum (if any). In case of ownership/co-ownership by family member(s) as given above, consent in the form of a declaration from the family member(s) will be required.

In case the share of land in the jointly owned property by the applicant / member of 'Family Unit' as defined in multiple dealership / distributorship norm)/parents & grandparents (both maternal and paternal) of the applicant or the spouse with any other person(s) meets the requirement of land including the dimensions required, then that land for godown/showroom will qualify for eligibility as 'own' land subject to submission of 'No Objection Certificate' in the form of declaration from other owner(s).

3. Applicant must provide all information sought against various items mentioned in the Application form. If selected, at the time of verification, the applicant will have to provide documents in original in support of the information furnished in the application. Failure to present these documents in original at the time of verification will result in cancellation of selection along with forfeiture of the amount deposited by the selected candidate before the FVC.

4. In case, applicant requires extra space for providing details on any point, the details can be provided by adding extra rows or by adding extra sheets. However, details should be given in the same format as mentioned in that particular point.

5. Application form completed in all respects should be signed and submitted on or before the last date in an envelope sealed and super scribed with the Name of Location applied for, Name of the Oil Company on the top.