

## Format for Submission of Technical Bid

To  
General Manager(C)  
Indian Oil Corporation Ltd  
Kolkata Construction Office

- a.. Name of the landowner(s):
- b. Father/ Spouse Name (s)
- c. Address (permanent)
- d.. Address for Correspondence
- e. Age
- f.. Male/female
- g.. Aadhaar no
- h.. Plot No or Survey no. offered for sale-
- i.. Plot bounded by plots (East.....,West.....,North.....and South.....)
- j. Size / Area of Plot - (in sq. mtr.)
- k. Freehold/ Lease hold
- l. In case of Lease hold (mention years of lease i.e. Lease)
- m.. Lease Renewable: YES/NO
- n. If Yes, then No. of years for which the same is renewable
- o.. Lease Cancellable: YES/NO
- p.. Title Deed / Lease Deed No and date
- q. Mutation No and date
- r. Current rent/tax paid receipt No and Date

I hereby declare that all the information mentioned in the application are true.

**(Signature or Left-hand Thumb impression -to be attested by Gazetted officer/  
Registered Medical Practitioner)**

**List of documents to be attached as below:**

1. Consent of sale and/or agreement to sell along with details of land - Mandatory
2. Family Tree in case land ownership obtained parentally - Optional
3. Attested copy of mutation of land- Optional
4. Latest Khasra, khatauni/Chakbandi Details- Optional
5. Detail of landowner(s)/ Record of rights (ROR)- Optional
6. Current rent/tax paid receipt- Optional
7. Attested copy of Title Deed / Lease Deed of Seller- Optional
8. Consent for sale permission from the Competent Authority, wherever applicable-  
Optional
9. Non-encumbrance Certificate of land issued by legal consultant or by State Government-  
Optional
10. 7/12 extracts of land in case available in the State - Optional
11. Any other document as deemed fit, whereby ownership of seller is established

Documents marked as optional shall be required at the stage of evaluation. They need to be provided by seller as and when required by the Corporation. Non- submission of such documents as such would render the bid non-responsive.

**Note: To be submitted in sealed separate envelope, named as Technical**