



## GREEN GAS LIMITED

Application Form for Hiring of Commercial Office Space (Fully Furnished)

*(The application form should be put in an envelope and sealed duly superscripted as “Application Form for hiring of commercial office at Ayodhya”.*

*The rate quotation, in the prescribed format should be put in another separate envelop and sealed duly superscripted as “Rate Quotation for hiring of commercial office at Ayodhya”.*

*Both the envelops should be put together in another single envelop and sealed duly superscripted as “Offer for hiring of commercial office at Ayodhya”.)*

**Application No. :** \_\_\_\_\_ (for office use)

**against GGL Notice Ref. GGL/24-25/Office/Ayodhya/001**

**Location :** From Sahadatganj, Ayodhya to Saketpuri, Ayodhya along NH 27 and adjacent areas and accessible from four wheeler motorable road.

**Google Map Link:** <https://www.google.com/maps/d/u/0/edit?mid=1qfjL-WEzpTTVYbICxv2HyQD9PWKGOOU&usp=sharing>.

**Advertised on** \_\_\_\_\_ **in** \_\_\_\_\_ **by GGL.**

For  
Authorised  
Signatory

(Please affix a  
recent passport  
size Photograph)

### APPLICANT INFORMATION

#### 1. If an Individual:

a) Name (in block letters) : \_\_\_\_\_

b) Father's / Husband's Name : \_\_\_\_\_

c) Date of Birth (DD.MM.YYYY) : \_\_\_\_\_ Nationality : \_\_\_\_\_

d) Gender : \_\_\_\_\_ Marital Status : \_\_\_\_\_

e) Address of Communication : \_\_\_\_\_

Tel. No.: \_\_\_\_\_ E-mail ID : \_\_\_\_\_

f) Present Occupation : \_\_\_\_\_

g) PAN, if an Income Tax Assessee : \_\_\_\_\_

#### 2. If a Firm:

a) Type of Firm (Firm/Partnership/Private/Public Limited/Others) : \_\_\_\_\_

b) Name of Firm : \_\_\_\_\_

c) Date of Incorporation (DD.MM.YYYY) : \_\_\_\_\_ PAN : \_\_\_\_\_

d) Contact Person (Name & Designation of the person in the said firm) : \_\_\_\_\_

e) Address of Communication : \_\_\_\_\_

Tel. No.: \_\_\_\_\_ E-mail ID : \_\_\_\_\_

**DETAILS OF PROPERTY**

**A) Name of the Owner (s) of the Commercial Office Space :**

\_\_\_\_\_

**B) Relationship of the Commercial Office Space owner with Applicant :**

\_\_\_\_\_

**C) Location/Complete address of the Office Space :**

\_\_\_\_\_

**D) Details of encumbrances, if any: \_\_\_\_\_**

**E) Whether NOC/Relevant Documents obtained from Competent Authority regarding Commercial usage of offered office space and documents enclosed (Y/N):**

\_\_\_\_\_

**F) Number of floor levels in the building: \_\_\_\_\_**

**G) Schedule or Description of the Commercial Office Space offered for lease as per Title/Ownership Document: \_\_\_\_\_**

\_\_\_\_\_

**H) Other relevant information about the Commercial Office Space offered:**

(i) Schedule of the plot i.e., boundaries of the plot on which commercial space is located on:

East: \_\_\_\_\_

West: \_\_\_\_\_

North: \_\_\_\_\_

South: \_\_\_\_\_

(ii) Whether the locality is free from Special hazards like fire/flood etc. \_\_\_\_\_

(iii) Tentative Date on which offered commercial Office space can be handed over to GGL after finalization of the deal \_\_\_\_\_

(iv) Carpet area of offered commercial office space in sq.mtr. (for consideration purpose – requirement is minimum 130 sq. meter carpet area) \_\_\_\_\_

(v) Built up area of the commercial office space (in sq.mtr) being offered for lease. Please enclose copies of approved plans.

\_\_\_\_\_

(vi) Services \_\_\_\_\_

- a) If Lift facility is available, please give details of Number of lifts, capacity, make and the year of installation \_\_\_\_\_
- b) Please indicate source of water supply. Please give Details \_\_\_\_\_  
\_\_\_\_\_
- c) Is bore well provided? Is so what is the yield and depth of bore well \_\_\_\_\_
- d) Capacity of the overhead tank feeding to the commercial office space premises offered for lease \_\_\_\_\_
- e) Please give details of sewerage system and for storm water disposal \_\_\_\_\_
- f) Please indicate whether the building is prone to flooding \_\_\_\_\_
- g) 24 Hrs. water /Overhead tanks. available or not \_\_\_\_\_

(vii) Electricity

- a) What is the connected load to the commercial office space? \_\_\_\_\_
- b) Please indicate type of wiring used, aluminium or copper? (if any) \_\_\_\_\_
- c) Whether ELCB is provided \_\_\_\_\_
- d) Car parking (Minimum for 04 Nos) \_\_\_\_\_
- e) Two-wheeler parking (Minimum for 08 Nos) \_\_\_\_\_
- f) Power / Electricity supply \_\_\_\_\_
- g) 24 Hrs. water/Overhead tanks. \_\_\_\_\_
- h) Security Arrangements for common area, please give details \_\_\_\_\_

(viii) Details of Plan / Blue Prints / Sanctioned Plan

- a) Whether the plan of the property/Commercial office space is sanctioned by the Competent Authority \_\_\_\_\_
- b) If sanctioned, please enclose copy of approved Floor Plan's and Site Plan \_\_\_\_\_
- c) Name/s and Address Phone No. of the Architect/ Engineer \_\_\_\_\_

(ix) Provision for proper arrangement of fire safety.

- a. Are the safety measures taken? \_\_\_\_\_
- b. If yes, give details of arrangement. \_\_\_\_\_

(x) Whether title of the Offered Commercial office space is clear, and undisputed:

\_\_\_\_\_

(xi) Whether land is at any time, covered in Govt. Acquisition plan: \_\_\_\_\_

(xii) Google Co-ordinates of the Commercial office space offered: \_\_\_\_\_

**I) Any other details related to Commercial Office Space Offered:**

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**J) Documents enclosed:**

- (i) Copy of ID Card like Aadhaar, Pan, etc. of the owner & applicant (if applicant is other than the owner)
- (ii) Address proof (Driving License, etc.) of the owner & applicant (if applicant is other than the owner)
- (iii) Copy of title deed viz. Sale Deed of offered commercial office space establishing ownership.
- (iv) Approved Floor Plan's and Site Plan showing details of the offered commercial office space.
- (v) Carpet Area (for consideration) and build up Area of premises offered for lease along with dimensions of the offered commercial office space.
- (vi) In case of Power of Attorney / Authorization holder, copy of the Registered Power of Attorney / original Notarized Authority.
- (vii) NOC/Relevant Documents obtained from Competent Authority regarding Commercial usage of offered office space

I further undertake to provide additional documents related to the offered commercial office space & land on which offered commercial office space is located, over and above those listed above, if required and asked for by Green Gas Ltd during evaluation of my offer. I understand that inability to provide any such document may lead to rejection of offer.

**UNDERTAKING**

With reference to the Notice Ref. **GGL/24-25/Office/Ayodhya/001** (Notice) of Green Gas Limited (GGL), I/We hereby submit my/our offer vide this Application.

- 1) All documents / photocopies of the documents necessary in this connection and as required in GGL Notice are enclosed hereto. GGL is free to reject my/our Application if any of the documents / photocopies of the documents is/are found to be false or forged.
- 2) I/We do hereby, declare that I/we have read and understood the terms and conditions of the GGL Notice/EOI and undertake to produce originals of all the enclosures with this Application at the time of verification, if called for and I am / we are aware that in the event I/we fail to produce the originals, my/our Application for lease offer to GGL will be disqualified.
- 3) I/We have enclosed the rate quotation, as per the prescribed format in a separate sealed envelope as a part of this Application and as stipulated in GGL Notice.

I, hereby certify that the information given in this Application is true to the best of my knowledge and belief. Any wrong information / suppression of facts will disqualify my application.

**Place :**

**Signature :**

**Date :**

**Name in block letters :**