

# NADIA ZILLA PARISHAD

## KRISHNAGAR, NADIA

---

Memo No. : 1640 / NZP

Date : 17 / 04/2025

### AUCTION NOTICE (2<sup>nd</sup> Call)

It is hereby informed to the intending individuals residing within the jurisdiction of **Nadia Zilla Parishad** that the retail shop with rolling shutters at the **Bethuadahari Market Complex** (owned by Nadia Zilla Parishad) will be allocated among small traders for a tenure of **one (1) year** in exchange for a fixed monthly rent as determined by the **L.A. Collector, Nadia**, through a **Seal Bid Auction**. The auction will follow the schedule given below.

Upon completion of the **one (1) year** tenure, if the lessee wishes to renew, it will be granted provided that they have satisfactorily complied with all terms and conditions outlined in the agreement during the previous tenure as per the following :

- a) Timely payment of monthly rent without any arrears.
- b) The Shop/Stall has been used strictly for the purpose for which it was allocated.

Interested bidders are advised to visit the respective retail shops and their locations before participating in the auction. The highest bidder in the auction will be allotted the same subject to the **terms and conditions imposed by the Nadia Zilla Parishad** and the undersigned reserves the right to accept or reject any application/bid without assigning any reason.

### General Terms and Conditions

- 1) The applicant must be an **Indian citizen** residing in a **Gram Panchayat area** under the jurisdiction of **Nadia Zilla Parishad**. The applicant must be **above 18 years of age (as of 01-01-2025)** and must be engaged in business before participating the auction.
- 2) The applicant must submit the **duly filled application form along with :**
  - o **Two (2) recent passport size photographs** (to be affixed in the specified place of the application form).
  - o Self-attested photocopies of **Aadhaar Card, EPIC (Voter ID) Card, PAN Card, Trade license Certificate and Ration Card**.
  - o **A demand draft of Rs. 1,000/-** payable at **Krishnagar** in favor of **F.C.&C.A.O. Nadia Zilla Parishad**.
  - o The applicant, whose application was not accepted in the 1<sup>st</sup> auction notice vide memo- 529/A/NZP, Dt.- 11-02-2024 and memo - 707/NZP, Dt.- 21-02-2025 of this Market Complex due to less number of participants in the said auction, needs not to submit another Bank Draft along with application. The valid application along with other required documents and the acknowledgement slip issued earlier will be considered in such cases subject to fulfillment of other terms and condition of the auction notice.
- 3) An **Acknowledgement Slip** will be issued to the applicant upon successful submission of the application. Which will serve as a **permission letter** to participate in the auction.
- 4) A Bid paper will be issued along with the Acknowledgement Slip to the above cited successful applicant and it should be filled up and submitted in sealed envelope at the drop box, specially designated in this regard, at the office of the Nadia Zilla Parishad.
- 5) A bidder cannot submit **more than one application**. If multiple application are submitted, Otherwise, the bid will be **rejected**.
- 6) Application forms can be collected **free of cost** from the **Nadia Zilla Parishad Office** or downloaded from
- 7) If a bidder fails to meet any of the specified conditions, their bid will **rejected**.

### Schedule of Auction

Event	Date & Time
Availability of Application Forms	21-04-2025 to 06-05-2025 (from Nadia Zilla Parishad Office or website )
Last date for submission of Application Form with Documents.	08-05-2025 (Upto 3.00 PM.) (to be submitted physically at the Nadia Zilla Parishad Office)
Issuance of Acknowledgement Slip and Bid paper to Successful Applicant.	15-05-2025 (From 11.00 AM. to 5.00 PM.)
Submission of Bid (in sealed envelope)	From 15-05-2025 to 20-05-2025 (between 11.00 AM to 5.00 PM at all working day)
Date, Time and Place of Auction	22-05-2025, at 11.00 AM. (Nadia Zilla Parishad Meeting Hall, Krishnagar, Nadia.)

### Post Auction Terms & Condition


- 1) Before the bidding starts on the day of the auction, **each bidder must deposit the full amount of the Security Deposit** (refundable amount) in cash to the designated officer in charge.
- 2) The entire bid amount must be deposited in the **Nadia Zilla Parishad Office** within **three (3) calendar days** from the date of auction through a **demand draft in favor of F.C.&C.A.O., Nadia Zilla Parishad** or in cash.
- 3) The allotted owner must execute an **agreement** with the **Secretary, Nadia Zilla Parishad** within **15 days** from the date of auction on a **non-judicial stamp paper worth Rs. 20/-**, purchased at the owner's expense as per prescribed terms and conditions.
- 4) After executing the agreement, **two months' rent in advance** along with any non-refundable advance (where applicable) must be deposited **before the shop key is handed over**.
- 5) Monthly rent must be deposited at the **concerned section of Nadia Zilla Parishad** by the **7th of each month**. If rent remains unpaid for **three consecutive months**, the **Shop/Stall will be forfeited**.
- 6) Renewal after **one (1) year** is subject to **satisfactory compliance** with the previous terms and a **10% increase in rent**.
- 7) The allotted owner must **maintain the shop interior at their own expense**.
- 8) Business goods **must not be stored in verandahs, corridors, common pathways, or outside the shop perimeter**. Garbage must be deposited properly.
- 9) **Separate electrical connection** must be obtained at the owner's expense from **WBSEDCL**, and the owner must bear monthly electricity charges.
- 10) **No structural alteration** are allowed without prior written permission.
- 11) The shop **cannot be transferred or rented out** to any third party.
- 12) The owner must obtain **necessary Government licenses** at his own cost to operate the business.
- 13) Violation of **terms, illegal or anti-social activities** will result in **forfeiture of the shop/stall**.
- 14) **Periodic external maintenance** will be conducted by **Nadia Zilla Parishad**.
- 15) The **roof is not included in the auction** and **Nadia Zilla Parishad reserves the right to vertical extension**.
- 16) In case of **death or permanent disability** of the allotted owner within one year, only the **spouse/dependent child** may be allowed to continue business through fresh agreement, otherwise the **shop will be reclaimed** by Nadia Zilla Parishad.

  
Secretary  
Nadia Zilla Parishad



**Copy forwarded for information and wide circulation to :**


1. Sabhadhipati, Nadia Zilla Parishad
2. Sahakari Sabhadhipati, Nadia Zilla Parishad
3. Additional Executive Officer, Nadia Zilla Parishad.
4. Karmadakshya, Purta-Karya-O-Paribahan StahyeeSamity, Nadia Zilla Parishad.
5. F.C. & C.A.O., Nadia Zilla Parishad
6. District Engineer, Nadia Zilla Parishad.
7. Deputy Secretary, Nadia Zilla Parishad.
8. Additional Deputy Secretary, Nadia Zilla Parishad.
9. Executive Officer, all Panchayat Samity, Nadia.
10. District Information & Cultural Officer, Nadia (for publication in 3 newspapers).
11. District Information and Analyst, Nadia Zilla Parishad (for uploading in website)
12. Head Assistant, Nadia Zilla Parishad.
13. C.A. to the District Magistrate, Nadia and Executive Officer, Nadia Zilla Parishad
14. Sri Gurupada Halder, Dealing Assistant. Nadia Zilla Parishad
15. Office Notice Board.

  
Secretary  
Nadia Zilla Parishad

**Annexure-I**  
**Details of retail shop**

Sl. No.	Name of the Market Complex	On which floor are the shops located	Number of Retail shop eligible for auction	Shop number (Eligible for auction)	Approximate Area in Sq.Ft.
1	Bethuadahari Market Complex Under Nakashipara Block, Nadia.	First Floor	08 nos.	15, 16, 23, 27, 29, 30, 32 and 33	109.03 Sq.Ft. each (for Shop no. 15, 16 & 23)  110.20 Sq.Ft. each (for Shop no. 27 to 33)

Sl. No.	Name of the Market Complex	Shop number (the shops that will be auctioned)	Starting Price of Auction	Current Monthly Rent assessed by the L.A. Collector, Nadia	Security Money (Refundable/Adjustable) to be deposited before the bidding begins on the day of the auction
1	Bethuadahari Market Complex Under Nakashipara Block, Nadia.	15, 16, 23, 27, 29, 30, 32 and 33	Rs. 1,500/-	Rs. 1,393/- P.M. (for Shop no. 15 to 23)  Rs. 1,389/- P.M. (for Shop no. 27 to 33)	Equivalent to 02 (two) months of the bid rent

  
 Secretary  
 Nadia Zilla Parishad



**NADIA ZILLA PARISHAD**  
**KRISHNAGAR, NADIA**

Serial No.: \_\_\_\_\_

**Application for Allotment of Retail Shop**

*(In the Market Complex Owned by Nadia Zilla Parishad)*

**Name of the Market Complex:**

- ☐ Bethuadahari Market Complex  
☐ Chakdah (Bishnupur) Market Complex  
☐ Bagula Market Complex

To  
The Secretary,  
Nadia Zilla Parishad.

**Applicant Details:**

1. Name of the Applicant: \_\_\_\_\_
2. Father/Spouse Name: \_\_\_\_\_
3. Date of Birth: \_\_\_\_\_
4. Age (as of 01-01-2025): \_\_\_\_\_
5. Sex: ☐ Male ☐ Female ☐ Other
6. Category: ☐ General ☐ SC ☐ ST ☐ OBC
7. Permanent Address:
  - o Village: \_\_\_\_\_
  - o Post Office: \_\_\_\_\_
  - o Police Station: \_\_\_\_\_
  - o PIN Code: \_\_\_\_\_
  - o Gram Panchayat: \_\_\_\_\_
  - o Block: \_\_\_\_\_
8. Temporary Address (if different from permanent address):
  - o Village: \_\_\_\_\_
  - o Post Office: \_\_\_\_\_
  - o Police Station: \_\_\_\_\_
  - o PIN Code: \_\_\_\_\_
  - o Gram Panchayat: \_\_\_\_\_
  - o Block: \_\_\_\_\_
  - o District: \_\_\_\_\_

**Contact Information:**

9. Mobile No.: \_\_\_\_\_
10. EPIC (Voter Card) No.: \_\_\_\_\_
11. Aadhaar No.: \_\_\_\_\_



12. PAN No.: \_\_\_\_\_  
13. Ration Card No.: \_\_\_\_\_  
14. Trade License No.: \_\_\_\_\_

**Business & Income Details:**

15. Details of Proposed Business: \_\_\_\_\_

16. Annual Income of the Applicant: \_\_\_\_\_

**Details of Proposed Retail Shop:**

17. Shop No.: \_\_\_\_\_ Floor Location: \_\_\_\_\_  
18. Demand Draft Details (Rs. 1,000/-):  
a) No. of Demand Draft: \_\_\_\_\_  
b) Date of Demand Draft: \_\_\_\_\_  
c) Name of Bank: \_\_\_\_\_  
d) Branch Name: \_\_\_\_\_

**Attachments (Self-Attested Documents) – Mark ✓ in the correct box:**

- ☐ Two recent passport-size photographs  
☐ Demand Draft of Rs. 1,000/-  
☐ Photocopy of EPIC (Voter Card)  
☐ Photocopy of Aadhaar  
☐ Photocopy of PAN  
☐ Photocopy of Ration Card  
☐ Photocopy of Trade License

**Declaration:**

I hereby declare that the above information provided is true and correct to the best of my knowledge. I have not been influenced or induced in any way while filling out this application. If a retail shop is allotted to me in the future, I agree to abide by all the terms and conditions set by Nadia Zilla Parishad.

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

**Full Signature of the Applicant**