



Sabarmati Gas Limited

APPLICATION FOR CNG FRANCHISEE

Application form No.: SGL/CNG/FY2020-21

(Applicable for form(s) issued from office of M/s Sabarmati Gas Limited)

Important Information / Term & Conditions

- 1. This form is available at our office or can be downloaded from our website: www.sabarmatigas.in. For submission of application, you are requested to submit duly filled application along with demand draft (DD) for amount Rs. 10,000/- (non-refundable) in favour of SABARMATI GAS LIMITED along with the application form, otherwise your application will be rejected out rightly.*
- 2. In case applicant wish to apply for two or more locations/site, applicant is required to submit separate application along with necessary documents for necessary actions.*
- 3. SGL does not appoint any agency or persons to allot CNG station. You are requested not to entertain any such agencies or persons and transact directly with the company as given in the advertisement. SGL will not entertain any agency or person on your behalf, and you will have to personally represent your application(s).*
- 4. Incomplete form will be rejected out rightly.*
- 5. SGL reserves the right to accept / reject any application without prior notice or reason.*
- 6. The Application form is for the purpose of collecting prima facie information and it shall not be deemed or construed to be an offer capable of acceptance. Nothing stated herein shall be deemed or construed as acceptance of any terms and conditions by SGL. Submission of this form does not guarantee award of CNG Station.*



Sabarmati Gas Limited

Location _____ District _____ State _____

Advertised on << dd - mm - yyyy >> in << name of newspaper >> by Sabarmati Gas Limited

A. Individual

Name First Name Middle Name Last Name

Father's Name / Husband Name _____

Aadhaar No. _____

Date of Birth DD - MM - YYYY

Gender _____ Nationality _____ Marital Status _____

Contact: Mobile _____ Phone No. _____

Email ID _____

Address of Communication :

House No./Flat No. _____ Building Name _____

Plot No. _____ Street Name _____

Area Name _____ Landmark _____

City Name / Village Name _____

Taluka Name _____ District _____

State _____ Pin Code _____

Details of person to be contacted in your absence

Contact Person Name _____

Contact: Mobile _____ Phone No. _____

Latest
passport size
Colour
Photograph
with specimen
signature on
photograph



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B. Firm: Partnership / Private / Public Limited / Other (pls specify)

Name of Firm _____
Type of Firm Proprietorship / Partnership / Private / Public limited / Other (pls specify)
(Please attach documents related to the firm)
Contact Person Name _____
Contact: Mobile _____ Phone No. _____
Email ID _____

Address of Communication:

House No./Flat No. _____ Building Name _____
Plot No. _____ Street Name _____
Area Name _____ Landmark _____
City Name / Village Name _____
Taluka Name _____ District _____
State _____ Pin Code _____

C. Applicant Occupation / Business Details

Current Occupations (if Individual) : _____
Current Source of Income : _____
Gross Income During last financial year ended 31/03/2018 Rs. _____
In case you are an income tax assessee, please furnish PAN No. _____
Current Business (If Firm) : _____
Name of the Firm (If existing) : _____
Type of Firm :

Proprietorship	Partnership	Public Ltd.	Private	HUF
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Turnover of the Company: _____
No. of employees employed on Payroll: _____
Experience in any other retail Sales: _____ (Give details of products traded e.g. FMCG, Pharma, Plastics, and Textiles etc.) How long have you been in this business? _____
Annual Turnover (Rs.): _____



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D. Details of Site

Do you have land available for development: _____ Yes / No _____

Are all documents related to the offered land are clear _____ Yes / No _____

Name of the land owner(s) offered for CNG station _____

Relationship of land owner with the applicant _____

Site / Location Address

Survey No.	Revenue No.	Block No.	Plot No.	T.P. No.

Village		National Highway No.	
Taluka		State Highway No.	
District		Name of the Road	
State		width of adjoining Road	



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Status of the Land:

Total Area (in Sq. Mtrs)		Area offered for CNG Station	
Total Frontage (in mtrs)		Frontage offered for CNG station (in mtrs)	
Status of land	Agricultural / Non-Agricultural	Depth of the plot from main road (in mtrs)	
Encroachment, if any	Yes / No	Whether land is, at any time, covered in Government Acquisition Plan	Yes / No, if Yes please provide details

Details of the surroundings

Reference Side	Direction	Indicate approx. distance (in mtrs) between the surroundings and plot boundary
Front Side	(East / West / North / South)	Also, please provide road details
Back Side	(East / West / North / South)	Also, please provide road details
Side 1	(East / West / North / South)	Also, please provide road details
Side 2	(East / West / North / South)	Also, please provide road details

Name of Electricity Utility Availability of Power Connection

IMPORTANT NOTE:

- Please attach Site plan / Plot Plan showing the dimensions of the plot and the road on which the offered land is situated.
- Please provide key plan showing your plot and the nearby plots in the area.

1. Site within City limit (Please tick (✓) the correct option:

Yes	No
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Please attach zoning certificate from the applicable authority

2. Is the Plot Currently Vacant (Please tick (✓) the correct option:

Yes	No
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If No, please indicate the time (in months) required to get the site fully vacated:



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3. Is Power connection available at your site (Please tick (✓) the correct option):

Yes	No
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If yes, please indicate the details of the load

Connected load	Type of connection	Type of feeder

Any other information

4. Is there any electrical Cable / Wire passing over your site (Please tick (✓) the correct option):

Yes	
No	
If Yes, please choose the appropriate option:	High Tension () Low Tension ()

Electrical wire passing near the (Place a tick mark on the most appropriate option)

Front	Side 1	Side 2	Back Side
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5. Is there water connection available at your site :

Yes	No
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6. Type of approach road available to your plot / land :

Pucca	Kutchra
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Width of the approach road (mtrs): _____



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7. Please mention in brief the activities / establishments adjacent to your plot

Front Side: _____

Back Side: _____

Left Side: _____

Right Side: _____

8. Distance of the nearest junction (Circle / Crossroad / T-Point): _____

9. What are the activities in and around 100 mtrs from the plot

E. Land Owner's Details

1. Names appearing in 7/12 document

a.	f.
b.	g.
c.	h.
d.	i.
e.	j.

Any other than above _____

In case of partnership deed, Please provide in a separate sheet the following:

Sr. No.	Name of the Partner	Address of the Partner

F. Oil & Gas Industry Experience

1. Any previous experience in Gas & Petroleum industry? :

Yes	No
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If yes, please provide details in a separate sheet in the following heads:

- a) Name of the Firm/ Company
- b) Name of the dealership and Address
- c) Operating Since
- d) Sales Volume per Months

2. Any family member involved in Gas & Petroleum industry? :

Yes	No
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If yes, please provide details in a separate sheet in the following heads:

- a) Name of the Firm/ Company
- b) Name of the dealership and Address
- c) Operating Since
- d) Sales Volume per Months



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G. Financial Details

Asset owned by applicant: _____

Asset owned by firm / partner: _____

Allocable surplus funds from the current business: _____

Income Tax returns (last two years): Attach relevant documents

Name and Branch of your bank/s : _____

Address: _____

Account Type: _____

Account Number: _____

Please indicate the amount of fund beyond which you will be procuring bank loan:

25 Lakhs	25 – 50 Lakhs	50 – 100 Lakhs	Bank Loan not required

H. General Background Detail

Are you related to any employee at SGL _____

If yes, Name of the SGL employee _____

Relationship with SGL employee: _____

Are you related to any political party / organization: Yes / No

If Yes, Name of the party / organization: Position in the party / organization:

Do you or any of your blood relatives work in any government undertaking? _____

Name of the person: _____

Relationship with the person: _____

Name of the government organization: _____

Is there any legal offense against you presently or previously (Please tick (✓) the most correct option):

No	
If Yes Please mention the type of legal offense	Criminal () Civil () Other (pls specify)



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I. Eligibility Criteria

A. For Individuals

- a. Nationality: Should Be An Indian National.
- b. Educational Qualification: Passed Minimum 10th Standard (Examination conducted by a board/School)
- c. Age: As On the Date of Application (In Completed Years) Not Less Than 21 Years and not more than 60 years.
- d. Financial strength: Should have sufficient financial strength
- e. Experience: applicant with the experience in the following field / activities shall be given priority.
 - i. Forecourt management of retail outlet of petroleum products
 - ii. Working experience in oil and gas sector

The documentary proof fulfilling the above criteria shall be submitted by the applicant along with the application form.

B. For Others

- a. Partnerships: In case of partnerships, All partners to individually fulfil the eligibility criteria as specified above (for individual)
- b. Registered Co-op / Consumer Societies: In case of registered Co-operatives/ consumer societies, there should be at least one person fulfilling above eligibility criteria (for individual).
- c. In case of a firms / companies / organized bodies, there should be at least two persons fulfilling above eligibility criteria.

The documentary proof fulfilling the above criteria shall be submitted by the applicant along with the application form.



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J. Broad Terms and conditions for land

- a. Applicant/Family member should be the Owner of the offered plot or should be holding long term Registered Lease deed.
- b. The land should be available with the applicant as on the date of application and should have minimum lease of 12 years from the date or after the date of advertisement but not later than the date of application.
- c. If the offered land is on Long term lease, then the Lease agreement should have a provision to sub-lease the land wherever the locations are advertised

In case it is observed that the lease agreement for the land offered by the selected applicant does not have a provision to sub-lease the land, in such cases the selected applicant would be provided 21 days' time from the date of intimation through SMS/e-mail to make suitable amendment / addendum to the lease agreement and submit the same.
- d. Interested parties should offer open plots with clear & undisputed title only.
- e. Frontage of plot of land should be abutting the National highway/State highway.
- f. The Plot size should be minimum 1575 SQMT on National highway (excluding building control limit) with minimum clear frontage of 35 Meter and minimum depth of 45 Meter.
- g. The plot size indicated above shall be measured after leaving applicable ROW as per norms of NHAI/PWD/CPWD/State Highway Deptt./Local Authorities etc.
- h. In case of land situated on national highway, the applicant will ensure that the land Offered meets the NHAI guidelines issued by Govt. of India, Ministry of Road, Transport & Highways from time to time. The offered land should also meet norms of statutory bodies like forest, explosive etc. and the land should be convertible for commercial and CNG Station use.
- i. The applicant shall arrange all statutory clearances such as Title Clearance, Non-Agriculture conversion, District Magistrate NOC / Police Commissioner NOC and no Objection certificate from co-owners, if any.
- j. Bidders offering agricultural land shall convert the same to non-agricultural purposed more particularly for the use of CNG stations or other allied purposes at their own expense and cost within a period of maximum 60 days. Failing which M/s Sabarmati Gas Limited shall withdraw Lol and take appropriate actions.
- k. If the entire land does not belong to the bidder then the group of persons who have plots contiguous to each other meeting our requirement can quote through one of them holding Power of Attorney for the others.
- l. The Proposed Franchisee agrees to execute necessary land lease deed in favour of Sabarmati Gas Limited at least for a period of 10 years at least 15 days after execution of Franchisee agreement. SGL shall pay amount of Rs. 1/- (Rs. One only) per annum towards land lease rental and remain fixed for land lease tenure.
- m. The land must be suitable for development for CNG station and other commercial activities and impact charges, if any, need to be paid to the local development authorities right now or in future also, the same shall be paid by the land owner/applicant & the same shall never be recoverable from Sabarmati Gas Limited.
- n. Brokers/Property dealers need not apply.



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- o. The land owned by the family member(s) will also be considered as belonging to the applicant subject to producing the consent letter in the form of affidavit from the concerned family member(s) as per Annexure I

For this purpose family members would comprise of:-

- Self
- Spouse
- Father/Mother including Step Father/Step Mother
- Brother/Sister/Step Brother/Step Sister
- Son/Daughter/Step Son/Step Daughter
- Son-in-law / Daughter-in-law
- Parents-in-law
- Grand Parents (both maternal & paternal)

- p. In case the applicant or family member(s) own the land jointly with third person, the consent letter in the form of an Affidavit (Annexure I) or Power of Attorney (Registered) clearly authorizing the applicant for such use of land from third person is also required.

- q. Specific Requirement of applicants applying under Partnership:

In case of partnership, each partner should individually meet the eligibility criteria for applying as an individual. However, the land owned by partner(s) will be treated as owned by the proposed firm as a whole for the purpose of eligibility.

Each partner should submit separate application form along with separate non-refundable application fee. However, the applications should be clubbed together. They also would be required to submit a copy of the partnership deed.

- r. Eligibility Criteria For Non-Individual Applicants (Entity)

Non-individual entity applicant means Government Bodies/Agencies, Societies registered under Societies Registration Act 1860 / Societies registered under Co- operative Societies Act, 1912 or Co-operative Societies Act as enacted by concerned States, Charitable Trusts registered with Charity Commissioner of respective State Government, Companies formed under the Companies Act, 1956 / 2013, including Pvt. Ltd. companies.

Residential status: The entity should be registered in India.

Age: The date of Registration / Incorporation of the firm / entity should be a least 3 years prior to the date of application.

Land : With regard to land, all conditions covered for individuals would apply excepting clauses given for land owned by family member(s). In other words, the offered land should either be owned or on long lease in the name of entity and not in individual name.

Finance : Registered Societies / Companies should have made a net profit for previous 3 consecutive financial years duly certified by a Chartered Accountant.

- s. Registered Societies / Charitable Trusts / Companies will have to furnish appropriate resolution to show that person making the application on its behalf is empowered to make the same. Authorized signatory on behalf of the entity will also have to furnish an undertaking that it will observe the relevant guidelines

With regard to submission of documents by selected entities, time limits as given under individual applicants would apply.



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K. Broad scope of work

Scope of M/s Sabarmati Gas Limited:

- a. Sabarmati Gas Limited will open either mother / online / booster / daughter station depending upon the requirement.
- b. The initial layout for obtaining PESO approval shall be prepared by Sabarmati Gas.
- c. All the CNG equipment's like compressor, dispenser, and cascade will be installed and commissioned by Sabarmati Gas Limited.
- d. All periodic and break down maintenance of CNG equipment will be in the scope of M/s Sabarmati Gas Limited.
- e. The cost of power towards running of compressor and dispenser will be reimbursed by M/s Sabarmati Gas Limited (a separate meter to be provided).
- f. Sabarmati Gas will train the technicians / manpower hired / deployed by the applicant for dispensing
- g. Sabarmati Gas will pay Franchisee Commission towards the provision of land, utilities, dispensing arrangements and other services rendered at CNG station.

The above-mentioned scope is subject to change at the discretion of M/s Sabarmati Gas Limited.



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M. Applicant's Scope:

- a. All necessary permissions required from all statutory authorities (like Chief Controller of Explosives (CCOE) – Nagpur, local office, local Municipal office, District Magistrate NOC (DM NOC) / Police Commissioner NOC (PC NOC), NHAI etc.) for setting up of CNG station.
- b. Change in Land Use: Applicant shall get the change of land use from Agriculture to NonAgriculture (NA Commercial) for CNG station before the project activities are commenced at the land.
- c. The entire plot has to be developed exclusively for setting up of CNG station only and no other activity shall be allowed.
- d. All civil works such as foundations, canopies, electrical rooms, trenches, driveway, boundary wall, Sales room, other facilities etc are in the scope of the applicant. The technical details & design will be provided by the Sabarmati Gas.
- e. Power connection under the Industrial category up to the site has to be arranged by the applicant. All necessary permissions including deposits, cable charges, connection charges etc as levied by the Power licensee for obtaining power supply shall be in the scope of the applicant. If the transformer and other associated electrical equipment are required for supplying power, then the same shall be in the scope of the applicant.
- f. Power cost towards illumination of the station is in the scope of applicant (a separate meter will have to be provided by the applicant).
- g. All manpower required for smooth operation of equipment's installed at the station and dispensing of CNG to vehicles including security of station.
- h. Day to day operations like dispensing and maintaining the CNG outlet (as per standards of Sabarmati Gas) shall be in the scope of the applicant.
- i. An interest free Security deposit of amount Rs.10,00,000/- (Rs. Ten Lakh) is required to be submitted at least 7 days prior to Commissioning / Commercialization of CNG station. Post commissioning of CNG station, security equivalent to 3 days CNG sales is required to be maintained. Based on the actual sales, the security deposit may vary. Sabarmati Gas reserves the right to enhance security deposit without assigning any reasons.
- j. Telephone facilities, cabin with table, chair etc. for compressor operator has to be provided by the applicant at his own cost.



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The duly filled applicant form along with requisite documents should be sealed and placed in an envelope superscripted as "Application for CNG Station (City & location name)".

Application with all the information and requisite documents should reach on or before due date & time as mentioned in the newspaper advertisement at the following address:

To,
Head C&P,
Sabarmati Gas Limited
Plot No. 907, Sector – 21,
Gandhinagar – 382 021



Sabarmati Gas Limited

Undertaking / Declaration

I Mr./ Mrs./ Ms. _____ son / wife / daughter of
_____ and residing at _____
_____ do hereby declare that I

have read and understood the above terms and conditions of the M/s Sabarmati Gas Limited and solemnly affirm and declare that all information and particulars furnished by me as above are true and correct to the best of my knowledge. In case any information is found to be misleading or omitted or wrong information or suppression, my application form will be liable for rejection, and it will not be considered.

That, if selected, I undertake that I will deposit an interest free security deposit of Rs.10, 00,000/- (Rs. Ten Lakh) as per the policy of Sabarmati Gas Limited.

Place:

Signature of Applicant:

Date:

Name of the Applicant in capital letters



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List of documents

Applicant is required to submit duly filled & signed application form along with self-attested photo copy of following documents:

- a. ID Proof-1 (Aadhaar Card)
- b. ID Proof-2 (any one of PAN Card, Driving License, Passport, Voter ID Card)
- c. Educational qualification certificate
- d. Income Proof (IT Return)
- e. Documents related to Proprietorship firm / Partnership firm / Private firm / Public limited firm (as applicable)
- f. Signed Copy of Standard Land Lease Agreement & Franchisee Agreement (*To be attached later*).

Land related documents

- f. 6A / 8Kh / Index / Property Card from local authority
- g. Latest 7/12 extract (should be less than 6 months old).
- h. Key plan showing dimensions of property
- i. Land ownership documents (Title deed showing the ownership of the land)
- j. Partnership deed in case of partnership firm
- k. NA Order, if available
- l. Zoning certificate, if applicable
- m. Copy of Registered long term lease of land in favour of applicant

Any Other document related to above

Above documents are required to be submitted along with the duly filled & signed application form. Non-submission of above documents will entail rejection of application.



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Annexure I

Notarized Affidavit for offer of land from family member and/or third party supported by land documents – All the joint owners of the land have to submit this affidavit individually.

(TO BE TYPED ON APPROPRIATE NON-JUDICIAL STAMP PAPER OF REQUIRED VALUE)

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

1. I understand that as per definition, Family members for offer of land under “Owned” category for Selection of Franchisee, comprise of (i) Self (ii) Spouse (iii) Father/Mother including Step Father/Step Mother (iv) Brother/Sister/Step Brother/Step Sister (v) Son/Daughter/Step Son/Step Daughter (vi) Son-in-law / Daughter-in-law (vii) Parents-in-law (viii) Grand Parents (both maternal & paternal).

That I am a member of Family of (Shri/Smt/Kum) _____ (name), as per definition for Selection of Franchisee, who has applied for CNG Franchisee of Sabarmati Gas Limited at _____ (location) under against the advertisement appeared in _____ news paper dated _____.

That I, Shri/Smt/Kum _____, own a piece of land singly / jointly bearing Survey No. _____ at _____ (village/town), Taluka/Tehsil _____, District _____ in the State of Gujarat admeasuring ___mt (frontage) x ___mt (Depth) having area _____sq. mts. as per the following details :

Name(s) of the owner of Land	Relationship with applicant**	Date of registration of sale deed	Survey No	Dimensions of land		
				Frontage in meter	Min. Depth in meter	Area of the land (Sq.mtrs.)
1						
2						
3						
4						

** Please qualify the relationship i.e. (i) Self (ii) Spouse (iii) Father/Mother including Step Father//Step Mother (iv) Brother/Sister/Step Brother/Step Sister (v) Son/Daughter/Step Son/Step Daughter (vi) Son-in-law / Daughter-in-law (vii) Parents-in-law (viii) Grand Parents (both maternal & paternal)



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That I have no objection if the above mentioned land is used for setting up of CNG Franchisee facilities by Shri / Smt. / Kum / M/s.(name of the Entity)_____at the above mentioned location, as per the site plan duly signed by me/all co-owners.

2. That Shri/Smt/ Kum / M/s.(name of the Entity)_____has applied for CNG Franchisee of at_____(location) against the advertisement appeared in _____news paper dated_____.

3. That in case he/she/ M/s.(name of the Entity) is selected for CNG Franchisee I will either sell/transfer/lease the above mentioned piece of land to M/s. Sabarmati Gas Limited or to Shri / Smt /Kum / M/s.(name of the Entity)_____for setting of CNG Franchisee at the above mentioned location as per the site plan duly signed by me/all co-owners. In case of lease, I further confirm that I have no objection if the subject piece of land leased to Shri / Smt / Kum / M/s. (name of the Entity) _____is further leased/sub-leased to M/s. Sabarmati Gas Limited by him/her as per terms of the Oil Company.

That I have no objection if the above mentioned land is used for setting up of CNG Franchisee facilities by Shri / Smt. / Kum / M/s.(name of the Entity)_____at the above mentioned location, as per the site plan duly signed by me/all co-owners.

4. I hereby confirm that the said piece of land has not been offered by me to any other person for Retail Outlet dealership/CNG Franchisee of this location against the above mentioned advertisement.

5. 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.

Solemnly affirmed and declared before me

This_____day of _____

**Signature and Seal of Magistrate/
Judge/Notary Public**

**Signature
Name of Deponent and Relationship with applicant**

***** End of application Form *****