

APPLICATION FORMAT

Total No. of Pages : 1 to

(Please go through the " Brochure ", available on our website or at our Divisional office carefully before filling this application form .)

APPLICATION FOR IOC KSK RETAIL OUTLET (PETROL PUMP) DEALERSHIP

Location _____ Block(or equivalent)_____

Tehsil(or equivalent)_____ Rev.Dist _____

Category _____ (OP/OP(W)/PH/PH(W)/SC/SC(W)/ST/ST(W))/PMP/PMP(W)/
DEF/DEF(W)/FF/FF(W)/ OSP/OSP(W):

Passport
Size
Photograph
with
specimen
signature
on the

(Please attach Copy of certificates as proof from the respective competent authorities other than "Open")

Advertised on _____ in _____ by INDIAN OIL CORPORATION LTD.
(date) (Name of Newspaper)

Status : Individual / Partnership / Regd. Co-operative Society) Organised body/----- (Please specify)

(Tick as applicable).

1. Individual : **(Individual to enclose Affidavit as per Appendix 'A')**

(a) Name (In Block Letters) : Mr / Ms. _____

(b) Father's Husband's Name : _____

(c) Address _____ :

_____ PIN: _____

Telephone : _____ E-Mail Address: _____

(d) Nationality : _____

(e) Date of Birth _____ Completed Age as on date of application :

_____ **(Proof to be attached)**

(f) Educational Qualification(s): _____ **(Proof to be attached)**

(g) Resident of _____ Village _____ Block _____ Tehsil _____ District

_____ State _____

(Copy of Residence certificate to be attached as per Appendix 'C')

(h) Gender : _____ (Male / Female)

(i) Marital Status : _____ (Unmarried/married/widow/widower/divorcee)

(j) ** In case of unmarried woman above 40 years of age :* Are your parents (Mother / Father) earning? **YES / NO**

If No , I am interested / not interested in availing Corpus Fund Scheme facilities (Please tick as applicable) : **YES / NO**

(k) In case of widow, death certificate of your husband and also affidavit that you are not remarried is attached.: **YES / NO**

If Yes , I am interested / not interested in availing Corpus Fund Scheme facilities

(Please tick as applicable) : **YES / NO**

(l) Married Women applicant with change of name after marriage should submit a copy of the marriage certificate or as affidavit in support of the maiden name and name after marriage.

2. In case of partnership, please give name of each of the partners and attach registered / Proposed Partnership Deed. Application of all the partner(s) should be attached together while _____ submission:

3. Non Individual Entity : Registered Co-op Society / Organised Body /Corporate House/ Fleet Operator/Charitable Trust etc : (to enclose Affidavit as per Affidavit as per Appendix ' A1').

- (a) Name of the Entity Applicant : _____
 (b) Name and designation of the authorised Person (Submit authority from the organization) : _____
 (c) Address : _____
 telephone No.: _____ PIN: _____
 E-mail id Address _____

(Please enclose affidavit as per **Appendix 'A1'**)

Note : (1) Copies of audited profit and loss account statement for the preceding 3 financial years from the date of application to be enclosed. (2) All Such entities can apply under open category only. However, Registered co-operative society can also apply for other categories provided each member of registered society individually belongs to same category and fulfils the eligibility criteria for such category for which the dealership has been advertised.

4. Are you or any of your following close relatives is dealer or LOI holder of any MS-HSD / SKO-LDO dealership or LPG distributorship of any oil company ?

(a) For individual (including partnership) :

- (i) In case of married applicant : (i) spouse (ii) unmarried son(s)/unmarried daughter(s) : **YES/NO**
 (ii) In case of unmarried applicant (i) father/mother (ii) unmarried brother(s)/unmarried sister(s) : **YES/NO**

(b) For non Individual entity : Are you meeting multiple dealership norm : **YES / NO** (Refer condition of advertisement and appendix A1.)

5. Gross Income during last financial year: _____ (attach Proof and Please refer comments under para 7 of advertisement)

6. Present Occupation: _____

7. In case you are an Income Tax Assese, Please furnish PAN No. _____

8. Do you have business / selling experience? If yes give full details : _____ (attach supporting documentary evidence)

9. Do you have experience of supervision of personnel? If yes, give full details: _____ (attach supporting documentary evidence)

10.. Are you physically/mentally Fit? YES/NO
 (If NO, applicant is not eligible) "If empanelled, the candidate will have to produce a medical certificate issued by a Govt. Doctor holding a Gazetted rank."

11. Please attach a separate sheet giving your detailed plans to run the dealership.

12. Land Details :

(a) Do you have a suitable site readily available at the location where the dealership has been advertised? **Yes/No**

If Yes, Village _____ Block _____ Tehsil _____ District _____
 State _____ Survey No. _____
 Hissa No. _____ Name of the Road _____
 MDR/ODR/Other Road _____ Nearest Km
 Stones: _____ Total Land area: (Acre/sq.m) _____ (Please attach site map giving dimensions in frontage and depth of the offered plot and also showing adjoining plots of the land)

(b) Near by land marks :

- (i) Distance from tube well if any ____ mtrs
- (ii) Distance from nearest Distribution Point / Transformer-----mtrs.
- (iii) Distance from nearest Kilometer Stone ____ mtrs on the road from ____ to (if any)
- (iv)) Is there any underground pipeline / canal / drainage / tunnel passing through the site Yes / No

(c) Ownership is by the applicant / multiple ownership (strike out whichever is not applicable) _____

(d) Where applicant is not the land owner – notarized affidavit by all owners or co-owners to be enclosed (Refer para 14 of brochure for details)

(e) The applicant should furnish at least one of the following document (in support of ownership) which should have been issued/ revalidated on or after date of advertisement:

- (i) Khasra / Khatuni or any equivalent revenue document or Certificate from revenue official confirming the status of ownership of the land, **Or**
- (ii) Registered sale deed / Registered lease deed or any other type of ownership transfer deed / document in favour of applicant.

(f) Are you willing to transfer the land/long lease to IOC ? YES/NO

If YES, at what rate/terms _____

Note :

(i) Land document will be sent to District Magistrate / District Collector for verification of title for ownership of land before considering land for evaluation.

(ii) In cases where offered land is allotted by Government / Semi-Government / Autonomous bodies like DDA, NOIDA, HUDA etc, copy of (a) the possession certificate along with (b) the lease agreement or allotment letter to be enclosed .

The land should not be on National/ State Highway.

The minimum plot size for development of KSK should be 20 mts (frontage) x 20 mts (depth) excluding PWD land as stipulated by the State Government.

SOs to check if State stipulates area higher than minimum plot size of 20m X20 m in line with KSK policy and insert the size in the brochure accordingly.

13. Give details of source of funds: (to be provided by all applicants)
 The details to cover free & unencumbered Bank accounts / Govt. Securities / Fixed Deposits, bankers / financial institution certificate for credit worthiness (in the enclosed **Appendix A2**) / loans, NSC, Bonds, Shares of Public Limited Companies (with valuation report) etc., details of other assets (with valuation report) like immovable property (land, building etc.) / movable properties like vehicles etc., any other sources of Income like from interest, rent, business etc. (please attach documentary proof in all cases) .The details under ‘ Finance ‘ may be provided in the following format .(Attach **separate sheet as required**)

Type of Fund*	Details of A/c No. etc	Name of the holder	Relationship with applicant	Amount (Rs.)

* Amount given in FDs, Bank Accounts/ and other financial documents as proof for financial capability should be valid as on date of application.

In cases where finance (savings, current, FD, NSC etc), income, assets are not exclusively owned by the applicant and are under joint account or ownership of the candidate with his relatives within the

definition of “family”, the same can be considered for evaluation subject to consent of the family member/s on notarized affidavit.

NOTE :

(i) For the purpose of awarding marks under the parameter “Capability to arrange land” and “Capability to arrange finance”, the ownership capability will include that of self, and members of family unit as defined in clause 2 (e) under multiple dealership norm (relationship clauses) subject to a consent letter on appropriate stamp paper or an affidavit from the concerned relative.

(ii) Candidates applying for locations reserved for SC and ST need not provide details under para 12 and 13.

14. Have you ever been convicted for any criminal offence involving moral turpitude and / or economic offence (other than freedom struggle)? (Applicable to individuals, partners, members of Co-op Society, Co-op Society and all other Non Individual entities)
Please state Yes or No. _____

15. Demand Draft / Pay Order No. _____ dated _____ for Rs. _____ drawn on _____ (state Bank's name) in favour of Indian Oil Corporation Limited payable at _____ is enclosed.

NOTE: Affidavits to be enclosed in original. In respect of all other certificates / documents, duly self attested (duly signed by the applicant on each page) photocopy need be attached along with the application. However, originals of all these documents will have to be brought at the time of interview, if called for interview.

16. Any other information:

17. UNDERTAKING

I am fully aware that M/s. Indian Oil Corporation Ltd. under its policy will not appoint me as their dealer if I am employed. I shall have to resign from the service and produce proof of acceptance of my resignation by my employer to IOC before issuance of Letter of Appointment for the dealership. That, if selected, I undertake that I will be required to deposit an interest free security deposit as per the policy of IOC.

I _____ hereby certify that the information given above is true to the best of my knowledge and belief. Any wrong information / suppression of facts will disqualify me from being considered for the dealership.

Place:

Signature:

Date:

(Name in block letters)