ANNEXURE-A

1. Allotment Process

UPSIDA announces e-Auction for the allotment of Residential Plots as per terms and conditions prescribed in the e-brochure. Allotment of Residential plots will be done through E-Auction process wherein the E-bidder will bid for the highest bid against the reserve price mentioned in the E-brochure.

2. Eligibility for participation

INSTRUCTIONS:

(i) Any person citizen of India and legally competent to enter into a contract will be eligible to participate in the auction. Besides this Companies, Firms, Societies, Trust also can apply.

(ii) In case of e-bid on behalf of an Individual he/she is required to submit a copy of Aadhar card/Passport/Driving License and PAN Card etc. **Applicant must submit a copy of PAN Card. In case of** Companies, Firms, Societies, Trust, detailed criteria of eligibility is described at point no. 1, 1A, 1B, 1C, 1D & 1E under eligibility at page no. 3 & 4 of this Brochure.

(iii) No e-bid below the reserve price will be accepted.

(iv) In the event of default or breach or non-compliance of any of the terms and conditions as indicated or for furnishing any wrong or incorrect information at the time of auction etc. the Competent Authority shall have the right to cancel the bid and forfeit whole or any part of the amount paid by the bidder.

(v) If the tendered rates are not written in words, the tender shall be summarily rejected.

(vi) If the tendered rates written in words and figures differ, the rates written in words shall be accepted and not the rates written in figures.

(vii) Change in the name of e-bidder will not be accepted.

3. How to Participate

Interested parties will need to register and obtain user ID and password on the portal **https://upsida.project247.in/**and deposit non- refundable Catalogue fee Rs. 1770/- (inclusive of GST 18%) and Application Processing Fee (Participation Fee) of Rs. 2,360.00/- (inclusive of GST 18%) with the submission of Application Form.

(i) Against each property for participation in the e-auction through online payment on or before **28.07.2026,** UPSIDA will not be responsible for any payment after that and bid will not be considered.

(ii) It will be the sole responsibility of the bidder/participant to obtain a compatible computer terminal with internet connection to enable him/her to participate in e-bidding process any reasons thereof. Ensuring internet connectivity at the bidders end shall be the sole responsibility of the bidder. Any Request / Complaint regarding the connectivity of internet at the bidders end will not be entertained in any form and shall not be a basis of cancellation of the bidding process.

(iii) Group of plots/sites having the same size and same earnest money, are likely to be put up for e-auction on a particular day. Bidder is required to deposit a separate EMD for each advertised property.

(iv) The Authority may without assigning any reason withdraw any or all the sites from the e-auction at any stage and is not bound to accept the highest bid or all bids even if they are above the reserve price.

(v) Authority reserves the right to accept or reject any or all the bids or cancel/postpone the e-auction without assigning any reason.

(vi) Bidding will not be permissible below the Reserve Price/Allotment Rate of the plot. The minimum incremental value of each further bid will be 2% of the total reserve price of plot.

(vii) Bidding will be continued for the predefined period. If any bidder adds value in the last 5minutes, then auction will automatically be extended for further 15 minutes from the predefined period. Maximum 10 such extension shall be provided.

(viii) During the bidding process, it shall be the responsibility of the bidder to ensure that before submitting the bids on the portal, the bid amounts being entered by him in both figures and words match and are correct. Any exaggerated bid which has the capacity of thwarting the bidding process would lead to the forfeiture of 100% of the Earnest Money deposit and could also lead to further penal actions, if decided so by the CEO.

4. Mode of Payments

Post registration, E-bidder shall proceed for login by using his ID & password. Bidder shall proceed to select the event he is interested in. The E-bidder would have following options to make payment towards processing fees and Earnest Money Deposited (EMD) through valid:

A. Credit Card. : Processing Fee.
B. Net Banking : Processing Fee and EMD.
C. NEFT : Processing Fee and EMD.
D. RTGS : For EMD
E. Branch Option (_HDFC Cheque) at HDFC branch: For Document Download Fee, Processing Fee and EMD.

5. After verification of related documents uploaded by the highest e-bidder, allotment letter to the successful highest e-bidder will be issued by UPSIDA .

Portal for E-Auction: **https://upsida.project247.in/** can also be accessed through a link at UPSIDA AUTHORITY's website **https://upsida.project247.in/**CUSTOMER CARE:

. Email ID : eauction@upsida.co.in.