

**Sub: Regarding submission of hiring proposal for hiring of old private godowns (other than SYGS) for RMS 2020-21.**

It is noted that wheat likely to be procured during RMS 2020-21 will be stored in the old godowns (other than SYGS). To enable process the case of hiring of old godowns capacities (other than SYGS godowns capacity) from Private Parties, the complete case of hiring of old godowns capacity @ Rs. 1.00/- per Qtl. Per month on GHB, be sent for orders;

1. Hiring proposal for old godowns as per standing format (Annexure-A1 to A3) of PSWC.
2. The storage worthy certificate of Technical Officer/ATSO.
3. Rent Deed executed by DM, PSWC on non judicial stamp worth Rs. 500/-,as per Performa (Annexure-B1 to B4) signed by all the Co- owners or authorized signatory along with authorization for hiring of godowns capacity at the rent Rs.1.00/- per Qtl. Per Month on GHB.
4. First date of storage of stock in the old godowns.
5. The notarized copy of co-ownership deed/partnership deed/ownership as applicable.
6. Declaration of the Party through its Authorized Signatory Whether the rent is required in the name of firm or in the favour of individual Co-owners, self attested details of the bank bearing Account No. & IFSC Code (canceled cheque), Pan No.GST No. of the individual/firm/company.

**FOR RMS 2020-21**

**HIRING PROPOSAL**

**PUNJAB STATE WAREHOUSE CORPORATION CHANDIGARH**  
PROFORMA TO BE COMPLETED IN RESPECT OF GODOWNS/ PLINTHS  
To be taken on hire

Godown/ Plinth No..... Date of submission of Proposal.....

- 1. Name and location \_\_\_\_\_
- 2. Name of Owner \_\_\_\_\_
- 3. Present of previous use. \_\_\_\_\_
- 4. (a) No. of rooms

Measurement of each room/compartment	Length	Width	Height
Gross capacity of each room/compartment /whole godown			

- 5. Gross capacity in bags. \_\_\_\_\_
- 6. Effective capacity in bags. \_\_\_\_\_
- 7. Capacity in quantity (in case of actual storage). \_\_\_\_\_
- 8. Actual quantity stored in the godown if already hired \_\_\_\_\_  
by Warehouse Manager under the authority delegated to him \_\_\_\_\_
- 9. (a) Height to plinth. \_\_\_\_\_  
(b) Floor cemented/brick paved \_\_\_\_\_  
(c) Walls cement plastered/pointed bricks. \_\_\_\_\_  
(d) Roofs RCC/RBC GI/AC Sheets/Wooden purlins.  
(e) Do the shutters of the doors and ventilators close tightly? \_\_\_\_\_
- 10. What are the proper arrangements for aeration and ventilation? \_\_\_\_\_
- 11. Hygiene and other pre requisites.  
The godowns which are to be hired should have:-  
(a) Approach suitable for the movement of trucks and carts.  
(b) Proper drainage in a radius of 100 to avoid flooding or damage by accumulation of rain water.  
(c) There should not be accumulation of garbage weeds shrubs or trees in a radius of 10 which may otherwise become breeding places for insects and rodents.  
(d) The plinth of the godown should preferably by 1.5 above the ground level and not below the ground level.  
(e) The ventilators should be fitted with wire netting to prevent entry of birds.
- 12. Considering above points can the godown/ plinth be said to be storage worthy? \_\_\_\_\_

13. Is the godown needed for storing Owner's custom? \_\_\_\_\_
14. Minimum rent demanded by owner:  
 (a) Rate of rent per Qtl. per month: \_\_\_\_\_  
 (b) on ASB or GHB : \_\_\_\_\_  
 (c) w.e.f. \_\_\_\_\_ or from the first date of storage of stocks whichever is later: \_\_\_\_\_
15. The rent recommended to Warehouse Manager. \_\_\_\_\_
16. Has the draft rent deed been signed by the owner and has been enclosed with the proposal. \_\_\_\_\_
17. Classification of godown whether 'A' or 'B' class. \_\_\_\_\_
18. Latest statistics about the Warehouse as given below are certified to be correct.

19.	Storage capacity already available				Capacity proposed to be hired as per above hiring proposal	Total capacity (Total of (i) & (ii))
	(i)				(ii)	(iii)
Reservation in hand					Actual stock other than under reservation	Total (of columns iv & v)
G.O.I	Markfed	FCI	Others	Total		
(vi)					(iv)	(v)

Date: .....

Warehouse Manager,  
State Warehouse

## ਪੰਜਾਬ ਰਾਜ ਗੁਦਾਮ ਨਿਗਮ

ਵਿਸ਼ਾ: ਰਾਜ ਗੁਦਾਮ ..... ਵਿਖੇ ਗੁਦਾਮ/ਪਲਿੰਥ ਨੂੰ ਕਿਰਾਏ ਤੇ ਲੈਣ ਬਾਰੇ।

1.	ਜਿਲ੍ਹਾ	
2.	ਕੇਂਦਰ ਦਾ ਨਾਂ	
3.	ਗੁਦਾਮ/ਪਲਿੰਥ ਦਾ ਨਾਂ	
4.	ਮਾਲਕ ਦਾ ਨਾਂ	
5.	ਸਮਰੱਥਾ (ਮੀ.ਟਨ)	
6.	ਕਿਰਾਇਆ ਅਤੇ ਵਿਧੀ	
7.	ਜਗ੍ਹਾ (ਲੋਕੇਸ਼ਨ)	
8.	ਸੜਕ/ਪੱਕੀ/ਕੱਚੀ/ਇੱਟਾਂ ਵਾਲੀ	
9.	ਸਟੇਸ਼ਨ ਤੋਂ ਦੂਰੀ	
10.	ਨਿਗਮ ਦੇ ਆਪਣੇ ਕੈਂਪਸ ਤੋਂ ਦੂਰੀ	
11.	ਮੰਡੀ ਤੋਂ ਦੂਰੀ	
12.	ਭੰਡਾਰਨ ਯੋਗ ਹੈ ਜਾਂ ਨਹੀਂ	
13.	ਕੇਂਦਰ ਦੀ ਭੰਡਾਰਨ ਵਰਤੋਂ	
14.	ਵਿਸ਼ੇਸ਼ ਕਥਨ ਇਹ ਦੱਸਦੇ ਹੋਏ ਕਿ ਨਵਾਂ ਗੁਦਾਮ ਜਾਂ ਪਲਿੰਥ ਕਿਰਾਏ ਤੇ ਲੈਣ ਦੀ ਕੀ ਲੋੜ ਹੈ ਅਤੇ ਉਪਰੋਕਤ ਕਿਰਾਏ ਦੀ ਦਰ ਮੌਜੂਦਾ ਕਿਰਾਏ ਦੀ ਦਰ ਨੂੰ ਪੱਖ ਰਖਦੀ ਹੋਏ ਵਾਜਬ ਹੈ।	

**AGREEMENT FOR HIRING OF PLINTHS/GODOWNS BY PSWC**

Place: \_\_\_\_\_

Date of Hiring: \_\_\_\_\_

This agreement is made on \_\_\_\_\_ between PSWC acting through the District Manager, PSWC, \_\_\_\_\_ Sh. \_\_\_\_\_, which expression includes its successors and assignees as the First Party

**AND**

Sh. \_\_\_\_\_ S/o \_\_\_\_\_ at \_\_\_\_\_, who is/ are the owner(s) /authorized signatory/ co-owners of \_\_\_\_\_ MT Plinth / Godown Capacity of M/s \_\_\_\_\_ at \_\_\_\_\_ hereinafter referred to as Second Party.

And whereas the Second Party has offered \_\_\_\_\_ MT Open Plinth/Godown Capacity (\_\_\_\_\_ Stacks X 150 MT = \_\_\_\_\_ MT) at M/s \_\_\_\_\_, Location \_\_\_\_\_ at \_\_\_\_\_, for renting to First Party, in accordance with these terms & conditions as per the requirements of First Party.

And whereas First Party, has accepted the offer of the Second Party to hire the Open Plinth/Godown Capacity on the following terms & conditions:

1. That Second Party agrees to rent out the Plinth/Godown Capacity(s) \_\_\_\_\_ MT i.e. \_\_\_\_\_ Quintals to the First Party on \_\_\_\_\_ (GHB/ASB) w.e.f. \_\_\_\_\_ or from the first date of storage of stocks whichever is later.
2. That the Plinth/Godown Capacity will be hired w.e.f. \_\_\_\_\_ or first date of storage of stocks whichever is later, till the complete liquidation of stocks or declaration of the Plinth/Godown Capacity as 'vacant', as the case may be. The hired Plinth/Godown Capacity would be vacated by the First Party after complete liquidation of stocks. The agreement shall come to an end on the date on which intimation about vacation of Godown/Plinth Capacity is sent by the First Party to the Second Party.
3. In addition to foodgrains, the First Party shall be authorized to store stock articles like Gunny bales/Gunny bundles, Twine, Dunnage materials, Polythene Covers/ Sheets etc. in the premises during the period of hiring.

4. That the agreement has been executed between First Party & Second Party and in case during the agreement period & after the dehring of Plinth/ Godown capacity ,if any, dispute arises (*in regard to ownership of the Storage Space /Property/ Premises hired by the First Party from Second Party as well as in regard to rent etc.*) by any of the Co-owner(s)/Partner(s) of the Second Party or Third Party i.e. any Person/Private Company/Private firm/ Government Department of State & Central then Second Party shall be solely responsible for all disputes and its consequences in the manner suffered by the First Party. First Party shall not be held responsible for disputes attributable to Second Party or third party.
5. That the Second Party shall neither interfere in the day to day activities nor refrain the First Party in preservation/ inspection/security/ watch & ward of stocks and at the time of storage & liquidation of stocks or any reason(s), failing which the Second Party shall be held fully responsible and accountable for all the losses that is caused to the First Party.
6. That no extra rent shall be demanded by the Second Party in respect of foodgrain stocks or stock articles stored in excess of the determined capacity of the Plinth/Godown by the First Party.
7. That the payment of rent shall be made on monthly basis. All payment shall be preferably made through ECS/ RTGS as per the details provided by the Second Party in writing.
8. That Second Party agree(s) to accept the rent of Rs.\_\_\_\_\_/ - Per Quintal Per Month (In figure)\_\_\_\_\_ / - Per Quintal Per Month (in words) and agree(s) to pay any Tax which is applicable on the property at the time of hiring like Property Tax/GST etc. and imposed by State Govt./ Central Govt. subsequent to the hiring of storage space.
9. That the Second Party shall ensure that there exists a clear and well maintained passage from the main road to the Plinth/ Godown capacity for the entry of heavy vehicles like Trucks/ Trolleys. In case for any reason, the passage becomes blocked later on, the Second Party shall be responsible for providing an alternate passage, failing which, the First Party would be at liberty to get an alternate passage at the risk & cost of the Second Party besides other damages arising out of this process.
10. That during the agreement Period, in events, the Second Party rescinds the

arrangement of continuance of the hiring of Plinth/ Godown capacity by the First Party in writing then First Party will examine the matter and if it is appropriate for the First Party then the matter will be taken up with the Department Concerned for evacuation of stocks from the premises of Second Party. In case entire stocks are not liquidated within notices period then stocks will be shifted from the premises of Second Party by the First Party at the risk & cost of the Second Party. In such case the rate of rent as agreed upon in para 4 & 7 ibid shall be reassessed and then fixed by First Party.

11. That during the agreement Period, in events, the First Party is constrained to vacate the plinth/godown capacity due to the reason(s) attributable to the Second Party like issuance of notice by the Third Party i.e. Bank/ State & Central Govt. Department/ Court/Firm/Person etc. under the statutory provision then Second Party shall be fully responsible and liable for the loss caused to the First Party.
12.
  - i) That at the time of hiring/ after hiring of Plinth/ Godown Capacity in case any deficiencies and Annual repair / Casual/ Special repair of Plinth/ Godown capacity are noticed by the First Party then First Party shall send a notice of one month to the Second Party for removal of such deficiencies/ carrying out the repair work. The second party shall complete all the notified repair works within one month from the date of issuance of notice by the Second Party. In case of default in this regard then First Party shall have the option to effect such repair works at the risk & cost of the Second Party after serving the final notice to the Second Party conveying estimated cost of repairs which is to be prepared by the First Party. Once the final notice is served by the First Party then Second Party shall have no option to carry out the repair work at his own cost and to refrain the First Party for carrying out the repair work at the risk & cost of the Second Party. The expenditure incurred thereof shall be deducted from the monthly rent till the realization of the full amount.
  - ii.) That in case of urgency, a week even a shorter notice as the situation may demand, shall be served by the First Party to Second Party for carrying out the repair for removal of such deficiencies/ carrying out the repair work. The Second party shall complete all the notified repair works within given time from the date of issuance of notice by the Second Party. In case of default in this regard then First Party shall have the option to effect such repair works at the risk & cost of the Second Party after serving the final notice to the Second Party conveying estimated cost of repairs which is to be prepared by the First Party. Once the final notice is served by the First Party then Second Party shall have no option to carry out the repair work at his own cost and to refrain the First Party for carrying out the repair work at the

risk & cost of the Second Party. The expenditure incurred thereof shall be deducted from the monthly rent till the realization of the full amount.

- 13. That the Plinth/ Godown capacity shall be used by the First Party for storage of food grains so it would be imperative for Second Party to provide the smooth supply/ availability of adequate drinkable water for labour and preservation of stocks besides electricity for security & day to day activities for preservation of stocks as per the requirement of First Party.
- 14. That it is mutually agreed between the parties that the First Party would pay the electricity & water charges, as applicable, during the period of hiring of the plinth. All outstanding dues/arrears of water and electricity charges at the time of hiring, if any, shall be the responsibility of the second party and shall not be paid by the First Party. All outstanding dues arrears penalties, if any, of the water and electricity charges at the time of hiring of space by the First Party shall be defrayed by the Second Party before offering the space to First Party.
- 15. That first Party shall be the sole owner of foodgrain stocks and stocks article stored on the hiring plinth / godowns and thus the Second Party shall not mortgage/hypothecate the stocks or stocks articles stored in its premises by the First Party during the period of hiring or until complete liquidation of stocks and stock articles in any case.
- 16. That the necessary stamp duty and registration etc., if required under the law, for this agreement shall be borne by the Second Party.

Signature & Seal of DM, PSWC,  
\_\_\_\_\_

(First Party)

(Name, Designation & Address)

In presence of following witnesses

(Signature of the witness No. 1)

Name & Address of the witness No. 1

Signature of all the Co-owners/  
Authorized signatory/ Owner(s)/

(Second Party)

(Name & Address)

(Signature of the witness No. 2)

Name & Address of the witness No. 2