

Subject : Regarding submission of hiring proposal for hiring of private godown capacity got created erstwhile guarantee scheme (SYGS) of FCI (now to be hired for RMS 2019-20)

It is noted that own procured wheat likely to be procured during RMS 2020-21 will be stored in the private parties godowns created under the erstwhile 7/10 years guarantee scheme of PSWC. To enable process the case of hiring from the private parties, the complete case of hiring of godown capacity keeping with the guidelines issued vide no. PSWC/CommI/GP-6C/Vol-4/6702-17/12, dated 11-05-2012 comprising of as under; be sent for orders :

1. Hiring proposal as per standing format (Annexure –A1 to A3) of PSWC.
2. The storage worthy certificate of Technical Officer/ASTO.
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. On part of PSWC, rent deed is to be signed by the DM only after the sanction has been accorded from Head Office.
4. First date of storage of stocks in the godowns.
5. Revenue record and DMs verification of the record in regard to the premises being of the co-owners as per the revenue record.
6. The notarized copy of co-ownership deed/partnership deed/ownership as applicable.
7. 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 (cancelled Cheque), PAN No. & GST No. of the individual/firm/company.

FOR RMS 20-21

HIRING PROPOSAL

PUNJAB STATE WAREHOUSE CORPORATION CHANDIGARH

PROFORMA TO BE COMPLETED IN RESPECT OF GODOWNS

To be taken on hire

Godown 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 be 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 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 ਨੂੰ ਕਿਰਾਏ ਤੇ ਲੈਣ ਬਾਰੇ।

1.	ਜਿਲ੍ਹਾ	
2.	ਕੇਂਦਰ ਦਾ ਨਾਂ	
3.	ਗੁਦਾਮ 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 GODOWNS (SYGS CAPACITIES FOR WHEAT STORAGE) 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 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 Godown Capacity on the following terms & conditions:

1. That Second Party agrees to rent out the 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 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 Godown Capacity as 'vacant', as the case may be. The hired 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 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 de-hiring of 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 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 the Second party shall bear all Taxes/Cess including House Tax, Property Tax etc., as and when levied on the total rent payable by First Party except for the Goods & Service Tax. In addition to the Rent, the First Party will only reimburse GST on the property hired and utilized as godowns for the storage of food grain etc. on the production of receipt of GST deposited by the godown owners with the concerned authority.
9. That the Second Party shall ensure that there exists a clear and well maintained passage from the main road to the 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 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 8 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 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 Godown Capacity in case any deficiencies and Annual repair / Casual repair/ Special repair of 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 First 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 First 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 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 Godowns. 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 godowns and thus the Second Party shall not mortgage/hypothecate the stocks and 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