



West Bengal Industrial Infrastructure Development Corporation

(Established under West Bengal Act XXV of 1974)

Block D.J. Plot No 10, Sector II, Salt Lake City, Kolkata 700 091

Ref.No. Infra/Gen/1L-Cooch-5/18/ 2177 .

Date:- 19.09.2023

CIRCULAR

It is learnt that a number of application seeking permission for assignment/ transfer of lease in respect of plots allotted to different entrepreneurs in different Industrial Parks are remaining undisposed due to want of documents/information. In order to remove any ambiguity regarding the list of documents/information to be submitted along with the DPR the following documents/information list is circulated hereby for guidance and ready reckoner. No other documents/information other than the below listed ones should be demanded from the applicant.

List of documents/information need to be submitted / furnished in along with D.P.R for Assignment of lease of land under WBIIDC

1. Application in the letter head with duly signed & sealed by the proposed Assignee along with details of land area and plot no
2. Project Report with the following information in respect of the project to be setup.
 - a) Project Title & category of Industry
 - b) Organizational Details with address, email id and contact no
 - c) Project description in a nutshell.
 - d) Production Capacity
 - e) Proposed Investment
 - f) Project Implementation schedule.
 - g) Employment Generation
 - h) Water requirement (KL/day)
 - i) GST registration certificate if available.
 - j) Copy of the building plan of the assignor if available.
 - k) Land utilization details.
3. An undertaking by the assignee stating that NOC/License from Fire Department, P.C.B, and Health Department etc. shall be obtained by their own arrangement and copy of same will be submitted to the Corporation in due course.

This is issued in the interest of the Corporation.


Chief Executive Officer