Applications complete in all respects shall be submitted in a sealed envelope superscribed:

"APPLICATION FOR ALLOTMENT OF SHOP IN APCPL SHOPPING COMPLEX"

Type of Shop _____ S.No. _____

To,

Sr. Manager (HR)
Aravali Power Company Private Limited (APCPL)
Indira Gandhi Super Thermal Power Project (IGSTPP)
Jharli, District Jhajjar, Haryana

through the designated Drop Box available in the HR Department.

(Incomplete applications and applications not accompanied by the prescribed documents shall be summarily rejected.)

Details of shops proposed for allotment:

SNO.	Particulars/Type of Shop	Shop No.	Shop Area in Sq.Mtr.	Shop Rent Per month*	Remarks	Category	Remarks
01	Ac/Fridge/TV/RO and other electrical appliances repair shop	09	8.894	Rs.682 + GST @18% (As per exiting Rate)	-all in one	PAP/PAF	-All in one
02	Ladies/Gents Tailor cum readymade garments cum cloth vendor	10	12.64	Rs.969 + GST @18% (As per exiting Rate)	-all in one	PAP/PAF	-All in one
03	Sweet Bakery/Juice/Snacks Shop (only sale of sweets is allowed, no preparation will be permitted.)	12	13.02	Rs.998 + GST @18% (As per exiting Rate)	-all in one	PAP/PAF	-All in one

* Shop rent is as per exiting rates which will be revised from time to time as per APCPL policy. The above is not in the scope of the present committee.

APPLICATION FORM FOR ALLOTMENT OF SHOP IN APCPL/IGSTPP SHOPPING COMPLEX

Name of Trade Applied for (Shop Sr. No.): _____

1. Applicant Details

Affix recent Passport Size photograph here, self-attested

1. Name of the Applicant/Firm (in Block Letters):

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2. Name of the Applicant/Firm in Hindi:

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3. Name of the PAP/PAF Whose Land/Homestead Has Been Acquired by APCPL:

Supporting Document: Government/APCPL records evidencing acquisition of land/homestead by APCPL Jharli.

4. Relationship of the Applicant with the PAP/PAF:

Supporting Document: Certified copy of Family Register issued by Gram Panchayat/Block Office/Zila Parishad or any other Government record.

5. Father's/Husband's Name of Applicant/Partner:

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6. Age (with proof): _____ Years

Supporting Document: Self-attested copy of School Leaving Certificate/Birth Certificate issued by Municipal Authority or Local Body.

2. Details of Acquired Land/Homestead

A. Land Details

Particulars	Details
Khasra/Plot No.	
Village	
District	
Year of Acquisition	_____
Area Acquired (in Acres)	

B. Homestead Details (if applicable)

Particulars	Details
Khasra/Plot No.	
Village	
District	
Year of Acquisition	_____
Area Acquired (in Acres)	

Supporting Documents: Revenue records and ownership documents showing land/homestead acquisition by APCPL.

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3. Educational & Contact Details

7. Educational Qualification:

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8. Permanent Postal Address with Mobile Number:

Mobile No.: _____

9. Present Postal Address with Mobile Number:

Mobile No.: _____

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4. Business Information

10. Experience in the Proposed Trade/Business (with documentary proof):

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11. Capital Proposed to be Invested Initially (₹):

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5. Declaration of Applicant

12. Have you ever been convicted by a Court of Law or blacklisted by APCPL?
☐ Yes ☐ No

If Yes, provide details:

---

13. Are any of your relatives employed in APCPL/NTPC?
☐ Yes ☐ No

If Yes, furnish details below:

Name Relationship Department Designation Employee No.

List of Documents Enclosed

1. Proof of PAP/PAF status.
2. Proof of relationship with PAP/PAF.
3. Age proof.
4. Educational qualification certificates.
5. Experience certificates/documents.
6. Revenue records relating to acquired land/homestead.
7. Identity proof.
8. Address proof.
9. Passport-size photograph.
10. Any other relevant document.

Declaration

I hereby declare that all information furnished in this application form and the documents submitted in support thereof are true and correct to the best of my knowledge and belief. In the event of any information being found false, incorrect, or misleading at any stage, APCPL shall be at liberty to reject/cancel my application/allotment without assigning any reason.

Place: _____

Date: _____

Signature of Applicant: _____

Name of Applicant: _____

NOTE : The last for submission of duly filled applications is 14.08.2026 upto 5.30 p.m.

ELIGIBILITY AND CONDITIONS FOR ALLOTMENT OF SHOPS IN APCPL SHOPPING COMPLEX

(FOR LAND OUTSEE/PROJECT AFFECTED PERSON/FAMILY)

1. INVITATION OF APPLICATIONS

Applications are invited from eligible Project Affected Persons (PAPs) and Project Affected Families (PAFs) whose land and/or homestead has been acquired for establishment of APCPL/IGSTPP, Jharli, for allotment of shops in the APCPL Shopping Complex situated at IGSTPP Township, Jharli, District Jhajjar, Haryana.

The allotment shall be made in accordance with the eligibility criteria, priority criteria, and terms and conditions specified herein.

PART – A

ELIGIBILITY CONDITIONS

An applicant shall be eligible to apply only if all the following conditions are fulfilled:

1. PAP/PAF Status

The applicant must be a Project Affected Person (PAP) or belong to a Project Affected Family (PAF) whose land/homestead has been acquired for APCPL/IGSTPP Project.

2. Previous Allotment Restriction

No shop in APCPL Township should have been allotted earlier in the name of the applicant or any member of his/her family.

3. Relevant Experience

Preference shall be given to applicants possessing at least one (01) year experience in operating a shop/business similar to the trade for which the application is being submitted.

The applicant shall submit:

- Experience Affidavit (Notarized);
- Certificate from Sarpanch/Ward Member/Competent Authority.
- Any other supporting documents regarding experience.

4. Minimum Investment Capacity

The applicant shall possess the following minimum investable amount:

Category	Minimum Investable Amount
Shop with Shutters	₹ 2,00,000/-

The applicant shall submit:

- Bank Statement;
- Fixed Deposit (FD) Proof, if any;
- Affidavit regarding availability of investable funds.

5. Character and Conduct

Applicants convicted by any Court of Law or blacklisted by any Government Department, Public Sector Undertaking, Statutory Authority, or Competent Authority shall not be eligible for allotment.

6. One Shop Per Family

Only one application shall be accepted from one PAP/PAF family and allotment shall be restricted to one shop only.

7. Verification of Information

The documents, certificates, affidavits, experience details and other particulars submitted by the applicant shall be verified by APCPL.

If any information is found false, fabricated, misleading, or suppressed at any stage, the application/allotment shall be liable for rejection/cancellation and legal action may be initiated.

PART – B

MANDATORY CONDITIONS

The following conditions are mandatory and non-negotiable:

1. Applicant must be a PAP/PAF of APCPL.
2. No shop in APCPL Township should have been allotted earlier in the name of the applicant or his/her family.
3. No vehicle contract of APCPL should have been allotted earlier in the name of the applicant or his/her family.
4. The applicant must possess investable funds of at least ₹2,00,000/- duly supported by Bank Statement/FD and verified by the concerned Bank.
5. One PAP/PAF family shall be eligible for only one shop allotment.

PART – C

DOCUMENTS TO BE SUBMITTED

The applicant shall submit self-attested copies of the following documents along with the duly filled application form:

A. Eligibility Documents

1. Affidavit regarding PAP/PAF status (Notarized).
2. Certificate regarding land acquisition issued by the competent authority.
3. Township House Allotment Letter (where applicable).
4. Legal Heir Affidavit (where applicant is a dependent/legal heir).
5. Aadhaar Card.
6. PAN Card.
7. GST Registration Certificate (if applicable).
8. Two recent Passport Size Photographs.

B. Experience Documents

1. Experience Affidavit.
2. Certificate from Sarpanch/Ward Councilor/Competent Authority regarding experience.

C. Financial Documents

1. Bank Statement.
2. Fixed Deposit Details (if any).
3. Certificate from Bank regarding availability of investable amount.

D. Character & Conduct Documents

1. Character Certificate issued by:
    - Sarpanch; or
    - Gazetted Officer; or
    - Competent Authority.
2. Affidavit declaring:
    - No criminal conviction.
    - No criminal charges resulting in conviction.
    - Good conduct.

PART – D

PRIORITY CRITERIA FOR SHOP ALLOTMENT

After establishment of PAP/PAF status and fulfilment of all mandatory conditions, the priority list shall be prepared as under:

Priority Category – I

Land Outsees shall be accorded highest priority.

Preference within this category shall be based upon the extent of land acquired for APCPL Project.

Priority Category – II

Other eligible PAPs/PAFs satisfying all eligibility and mandatory conditions.

Exclusion Criteria

The following applicants shall not be considered:

1. Applicants or their family members/dependents who have already been provided Government employment as compensation against acquired land.
2. Applicants whose family has already been allotted:
    - A shop in APCPL Township; or
    - Any vehicle contract in APCPL.

Tie-Breaking Criteria

In case two or more applicants fall within the same category:

First Preference shall be given to the elder applicant based upon date of birth recorded in:

- Aadhaar Card;
- PAN Card;
- Driving License;
- Matriculation Certificate.

Second Preference

If date of birth is identical, preference shall be determined alphabetically according to the first name of the applicant (A–Z).

Eligibility of Dependents

Only first-generation dependents of PAPs/PAFs shall be eligible.

Grandchildren and subsequent generations shall not be considered.

PART – E

SUBMISSION OF APPLICATIONS

Applications complete in all respects shall be submitted in a sealed envelope superscribed:

"APPLICATION FOR ALLOTMENT OF SHOP IN APCPL SHOPPING COMPLEX"

To,

Manager (HR)
Aravali Power Company Private Limited (APCPL)
Indira Gandhi Super Thermal Power Project (IGSTPP)
Jharli, District Jhajjar, Haryana

through the designated Drop Box available in the HR Department.

Incomplete applications and applications not accompanied by the prescribed documents shall be summarily rejected.

PART – F

GENERAL TERMS AND CONDITIONS OF ALLOTMENT

1. Agreement Period

The successful applicant shall execute a Shop Allotment Agreement with APCPL for an initial period of Eleven (11) Months.

2. Renewal

Renewal beyond Eleven (11) Months shall be solely at the discretion of APCPL Management based upon performance, compliance with terms and conditions, customer satisfaction and operational requirements.

3. Charges Payable

The allottee shall pay:

- License Fee;
- Electricity Charges;
- Water Charges (where applicable);

- GST;
- Any other charges as prescribed by APCPL from time to time.

4. Usage of Shop

The shop shall be utilized strictly for the purpose/trade mentioned in the allotment order.

Wholesale business shall not be permitted.

5. Subletting Prohibited

The allottee shall not transfer, assign, sublet or otherwise part with possession of the shop.

Violation shall result in cancellation of allotment.

6. Cleanliness & Hygiene

The allottee shall maintain the shop and surrounding area in a clean, hygienic and orderly condition at all times.

7. Stock Availability

The allottee shall maintain adequate stock and availability of goods relevant to the allotted trade.

8. Display of Goods

No material, stock, goods, banners or articles shall be kept or displayed outside the allotted premises.

9. Pricing

Goods shall be sold at reasonable market rates and the rate list shall be prominently displayed.

10. Cashless Transactions

The allottee shall mandatorily provide facilities for digital payments through UPI, QR Code, Debit/Credit Cards and other approved cashless payment systems.

11. Structural Alterations

No permanent modification or alteration shall be carried out without prior written approval of APCPL.

12. Shop Timings

The allottee shall operate the shop strictly as per timings notified by APCPL from time to time.

13. Residential Use Prohibited

The shop shall not be used for residential purposes and night stay shall not be permitted.

14. Fire & Safety Compliance

No combustible, hazardous, prohibited or illegal material shall be stored, sold or kept in the shop.

15. Acceptance of Allotment

The successful applicant shall:

- Submit acceptance within Seven (07) Days of allotment; and
- Take possession within Fifteen (15) Days.

Failure to do so shall render the allotment liable for cancellation.

16. Labour Law Compliance

The allottee shall comply with all applicable labour laws including the Child and Adolescent Labour (Prohibition and Regulation) Act and amendments thereto.

17. Police Verification

The allottee shall submit Police Verification Reports of self and deployed staff within Three (03) Months from taking possession of the shop.

18. Inspection

APCPL reserves the right to inspect the premises at any time.

19. Performance Review

Performance of the shop shall be reviewed periodically by APCPL Management.

Unsatisfactory performance may result in cancellation after Fifteen (15) Days' Notice.

PART – G

SPECIAL CONDITIONS FOR SPECIFIC SHOPS

A. AC/FRIDGE/TV/RO & OTHER ELECTRICAL APPLIANCES REPAIR SHOP

1. Genuine spare parts and accessories shall be made available for sale and repair services at competitive market rates.
2. Defective, counterfeit, or sub-standard products/spare parts shall not be sold or used.
3. The shop shall maintain adequate tools, equipment, testing instruments, and infrastructure necessary for carrying out repair and maintenance services.
4. Repair and maintenance services shall be provided in a professional manner to ensure satisfactory service to customers.

B. LADIES/GENTS TAILOR-CUM-READYMADE GARMENTS-CUM-CLOTH VENDOR

1. The shop shall maintain adequate stock and variety of garments, clothing materials, readymade garments, tailoring accessories and related items as per the approved trade category.
2. All goods offered for sale shall be of acceptable quality and sold at reasonable market rates.
3. The allottee shall ensure satisfactory customer service and maintain the shop in a clean, hygienic and organized condition at all times.

C. SWEETS / BAKERY / JUICE / SNACKS SHOP

1. The shopkeeper shall provide all items related to the approved trade category at reasonable prices and such prices shall not exceed prevailing market rates in the surrounding area.
2. Suitable Air Conditioners, Refrigerators, Display Counters and other storage facilities shall be provided for preservation and display of sweets, snacks, bakery products, juices and other perishable items.
3. The allottee shall obtain and maintain all statutory licences, registrations and approvals, including FSSAI Licence/Registration, wherever applicable.
4. Hygienic preparation, storage, handling and sale of food products shall be ensured at all times.

PART – H

CANCELLATION OF ALLOTMENT

APCPL may cancel the allotment by giving Fifteen (15) Days' Notice in any of the following cases:

- Submission of false information or forged documents.
- Violation of allotment conditions.
- Unauthorized transfer or subletting of the shop.
- Criminal conviction or adverse police verification.
- Unsatisfactory performance.
- Violation of APCPL instructions.
- Non-operation of the allotted trade/business.

PART – I

RIGHTS OF APCPL

APCPL reserves the absolute right to:

- Accept or reject any application.
- Amend eligibility criteria.
- Modify allotment conditions.
- Increase or decrease the number of shops.
- Suspend, withdraw or cancel the allotment process.
- Cancel any allotment at any stage without assigning any reason whatsoever.

The decision of APCPL Management shall be final and binding upon all applicants.

PART – J

DISPUTE RESOLUTION

Any dispute arising out of or relating to the shop allotment process shall be referred to the Head of Project (HOP), APCPL or his authorized nominee.

The decision of HOP/APCPL shall be final and binding upon all parties.

Subject thereto, the Courts at Jhajjar, Haryana shall have exclusive jurisdiction.

IMPORTANT NOTE

Mere submission of an application shall not confer any right, claim or entitlement for allotment of a shop. Shop allotment shall be subject to eligibility, verification, fulfilment of conditions, availability of shops and approval by APCPL Management.

Process of allotment of Shops at Shopping Complex

01	Application must be submitted in the prescribed format only.
02	It is mandatory for the applicants to submit all the requisite self-attested certificates along with application form.
03	Scrutiny will be done for the received applications for allotment of shops on the basis of eligibility conditions and in case of requirement, the applicant may also be called for interview.
04	If any document attached with the application is found to be incorrect or deficient, the applicant's application will not be eligible for the allotment process.
05	If an applicant is convicted or charged in any criminal case by the court or by the appropriate authority for violation of law or whose conduct is not found correct, the applicant shall be deemed to be non-eligible for the allotment process.
06	The allottee must submit his police verification report along with the police verification report of his staff within 3 months. In case the same is not submitted within the stipulated time frame, the allotment may be cancelled.

AFFIDAVIT

(To be executed on Non-Judicial Stamp Paper of appropriate value and attested by Notary Public/Executive Magistrate)

I,_____, Son/Daughter/Wife of _____,
aged _____ **years**, resident of _____

do hereby solemnly affirm and declare as under:

1. That I have applied for allotment of a shop/stall for the trade of _____ in APCPL Township, Jharli.
2. That **Shri/Smt.** _____ is the Project Affected Person (PAP) whose land/homestead was acquired for the establishment of APCPL, Jharli, and I am related to the said PAP as _____, as per the records/certificate issued by _____.
3. That I belong to a Project Affected Family (PAF)/Project Affected Person (PAP) of APCPL, Jharli, and no shop/stall in APCPL Township has ever been allotted in my name.
4. That neither I nor any member of my family/dependents has been provided employment by APCPL, Government of Haryana, or any other agency in lieu of or against the land/homestead acquired for the project.
5. That the details of the land/homestead acquired by APCPL are as follows:

Particulars	Details
Khasra/Plot No.	
Village	
District	
Year of Acquisition	
Area Acquired	
Revenue Record Reference	
Name of Owner at the Time of Acquisition	

6. That I have carefully read and understood the terms and conditions governing the allotment and licensing of shops/stalls in APCPL Township and undertake to abide by the same.
7. That in the event of allotment of a shop/stall in my favour, neither I nor any member of my family/dependents shall claim any preferential treatment, concession, or right for employment in APCPL on the basis of such allotment.
8. That the allotment/license, if granted, shall be purely personal to me and shall not confer any right, title, or interest upon my heirs, legal representatives, nominees, or any other person. Upon my death, surrender, cancellation, or termination of the license, the allotment shall automatically stand cancelled, and the shop/stall shall revert to APCPL without any claim whatsoever from my heirs or legal representatives.
9. That the information furnished by me, and the documents submitted in support of my application are true and genuine. In case any information, declaration, or document is found to be false, incorrect, forged, or misleading at any stage, APCPL shall be at liberty to reject/cancel my application/allotment/license without notice, and I shall be liable for any action as deemed fit under applicable laws and rules.

10. That this affidavit is executed for submission to APCPL, Jharli, in connection with my application for allotment of a shop/stall under the PAP/PAF category.

I hereby declare that the contents of this affidavit are true and correct to the best of my knowledge and belief and that nothing material has been concealed therefrom.

DEPONENT

(Signature of Deponent)

VERIFICATION

I, _____, the above-named deponent, do hereby verify that the contents of this Affidavit from Paragraph Nos. 1 to 10 are true and correct to the best of my knowledge and belief and that no part thereof is false and nothing material has been concealed therefrom.

Verified at _____ on this _____ **day of** _____**, 2026**.

DEPONENT

(Signature of Deponent)

Subscribed and sworn before me on this _____ **day of** _____**, 2026** at _____.

NOTARY PUBLIC

(Seal & Signature)

DECLARATION

I, _____, hereby solemnly declare that the information furnished by me in this application is true, complete, and correct to the best of my knowledge and belief.

I further declare that, in the event any information furnished by me is found to be false, incorrect, misleading, or suppressed at any stage, APCPL shall have the right to cancel the allotment/license forthwith. In such an event, I undertake to surrender the License and vacate the allotted shop/premises within 72 (Seventy-Two) hours from the date of intimation of such cancellation, at my own cost and risk. In case of failure to do so, APCPL shall be at liberty to take appropriate action as deemed fit under its rules and regulations, and I shall have no claim whatsoever against APCPL.

I undertake to abide by all the terms and conditions governing the allotment of the shop, the License Agreement, and any instructions, guidelines, rules, or orders issued by APCPL from time to time.

I hereby confirm that I have read, understood, and accepted all the terms and conditions applicable to the allotment and licensing of the shop and agree to comply with the same in letter and spirit.

I further agree that neither I nor any of my dependent family members shall claim any preferential treatment, concession, or consideration in matters relating to employment in APCPL on account of the allotment of the shop.

I also agree that the allotment/license granted to me shall be purely temporary and personal in nature and shall not confer any tenancy, ownership, or other legal right over the allotted premises. In the event of my death, the allotment/license shall automatically stand terminated unless otherwise decided by APCPL, and none of my legal heirs, representatives, or successors shall have any right, title, interest, or claim over the allotted shop/premises.

I undertake to abide by the decisions of APCPL/Licensor in all matters relating to the allotment, operation, continuation, renewal, transfer, or cancellation of the shop/license.

I further undertake to deposit such Security Deposit and other charges as may be prescribed by APCPL from time to time and comply with all applicable rules and regulations.

I certify that I have fully understood the contents of this Declaration and have signed the same voluntarily without any coercion or undue influence.

Signature of Applicant: _____
Name of Applicant: _____
Date: _____
Place: _____

Witnesses

1. Signature: _____
   Name: _____
   Address: _____

2. Signature: _____
   Name: _____
   Address: _____