

Format

TARIFF FILING FORMS FOR REVISION OF ESTATE RENTALS

Details relating to estate activity and the proposal for revision of lease rent/ license fee of Major Port Trust

- (i). Last Tariff Order No. and date :
(ii). Validity prescribed in the last tariff Order :
(iii). Date of submission of this proposal :
(iv). Indicate Land Policy Guidelines followed :

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Sr. No.	Particulars			
A	Details of port lands			
I	Provide details of total land area under the port (acres)			
		Zones . . . Please specify each of the zones		
		Zone 1	Zone 2	Total
II	Classify the total area under different zones (acres)			
III	Land utilisation details (acres):			
a	For port operations (i) + (ii)			
	(i) that is being utilised			
	(ii) that is un-utilised			
b	For port's employees residential purposes (i) + (ii)			
	(i) that is being utilised			
	(ii) that is un-utilised			
c	Allotted for commercial purposes			
IV	Details of the facilities / services provided by the port at each zones			
B	Estate related cost			
V	Provide the original cost / acquisition cost (if any) of the land			
VI	Details of major development cost incurred by the port for example roads, drainage & sewage, electricity supply, water augmentation etc.			
	(i)			
	(ii)			
VII	Provide allocation of development costs mentioned at VI above. (Please specify the basis of allocation of developmental costs)			
a	For port operations			
b	For port's employees residential purposes			
c	Allotted for commercial purposes			
C	Assessment of latest market value of land by the Land Allotment Committee			
VIII				
a	Details of market value of land as determined by the Land Allotment Committee (LAC) constituted by the Port Trust Board for this purpose as per the Land Policy Guidelines for Major Ports, 2014 issued by the Ministry of Shipping taking into account the following factors recommended in the ibid Guidelines (Please specify the market value of land under each of the following factors for each of the Zones for which revision in lease rent is sought).			
	i State Government's ready reckoner of land values in the area, if available for similar classification/ activities.			
	ii Highest rate of actual relevant transactions registered in last three years in the Port's vicinity (the vicinity of the Port is to be decided by the respective Port Trust Boards), with an appropriate annual escalation rate to be approved by the Port Trust Board.			
	iii Highest accepted tender-cum-auction rate of port land for similar transactions, updated on the basis of the annual escalation rate approved by the Port Trust Board.			
	iv Rate arrived at by an approved valuer appointed for the purpose by the Port (Note: Furnish copy of the report of the approved valuer)			
	v Any other relevant factor as may be identified by the Port.			
	(Note : Enclose copy of report of the LAC on market valuation of the land)			
b	Indicate the latest market value of port lands recommended by the LAC normally taking into account the highest of the above five factors. (Furnish for each of the Zones for which revision in lease rent is proposed).			
c	If the LAC is not choosing the highest market value of land from the above factors then furnish the relevant document wherein the reasons for the same is recorded in writing by the LAC			

IX		Zone 1	Zone 2	Total
a	Market value of land considered by the Port Trust in the proposal for revision of lease rent for each of the Zones based on the recommendation of LAC and approval of the Board of Trustees of the Port.			
b	If the market value of land considered by the Port Trust for revision of lease rent is different from the market value of land recommended by the Committee then the reasons, therefor.			
X	Proposed Lease rent for each of the Zones (Rate in Rs. / acre or sq. m.) [Forward copy of the Board approval for the per annum or per month proposed lease rent].			

2 Current and proposed scale of rates (to be attached separately in the following format)

Sr. No.	Category	Lease rent as per last revision of lease rent	Lease rent duly escalated as on the date prior to the date when revision is sought	Proposed lease rent	% increase/decrease (3-2/2)
		(1)	(2)	(3)	(4)
1					
2					

Note 1: The port shall furnish a certificate of having adhered to the 'Land Policy for Major Ports-2014' issued by Ministry of Shipping, Government of India and subsequent guidelines issued in this regard from time to time while filing the proposal for revision of lease rent.

Note 2: A certificate to the effect that the land leased zone-wise is as per the port's land use plan has to be furnished.

Note 3: The details of all the lease granted by the port for commercial and other purposes, zone-wise, needs to be furnished separately. Please furnish the details for the last 3-year period.

Note 4: Please confirm that Development cost (at VI above) is allocated to land used by port and each category of rentable land at actuals or on pro-rata basis.

Note 5: As per the Land Policy, the Schedule of Rates shall be arrived at which would in no case be less than 6% of the market value to be fixed by Port Trust Board. It shall be escalated by rate of annual escalation to be fixed by the Port Trust Board which would not be less than 2%. The schedule of rates shall be revised every five years.

Cost statement for Estate activity

(Provide income and cost details for past 2 years and current year. Also provide projected details at existing tariff for next 3 years. Compare same with proposed tariff for next 3 years)

(Rs. Lakhs)

Sr. No.	Particulars	Y-2	Y-1	Y	At existing tariff			At proposed tariff		
					Y+1	Y+2	Y+3	Y+1	Y+2	Y+3
I	Operating Income									
	(i) Rent from land									
	(ii) Rent from Buildings, sheds & godowns									
	(iii) Others (furnish details)									
	Total									
II	Estate activity expenses									
	(i) Estate maintenance									
	(ii) Administration & general expenses									
	(iii) Others (furnish details)									
	Total									
III	Depreciation									
IV	Allocated Management & General overheads	...								
V	Operating Surplus/ Deficit (I) - (II) - (III) - (IV)									
VI	Allocated share of FMI	...								
VII	Allocated share of FME	...								
VIII	FMI Less FME (VI) - (VII)									
IX	Surplus / deficit (V) + (VIII)									

FORM - 2 B**Capital Employed for Estate activity**

(Provide details of capital employed for past 2 years and current year. Also provide projected details of capital employed for next 3 years)

(Rs. Lakhs)

Sr. No.	Particulars	Y-2	Y-1	Y	Y+1	Y+2	Y+3
I	Gross Fixed Assets at the beginning of the year						
II	Additions to the Gross Block during the year						
	Provide details of investment						
	(i)						
	(ii)						
	Total						
III	Deletions during the year						
	Provide details						
	(i)						
	(ii)						
	Total						
IV	Cumulative Depreciation at end of previous year						
V	Depreciation during the year (As per Companies Act)						
	Provide details						
	(i)						
	(ii)						
	Total						
VI	Infrastructure created out of Escrow Account if any						
VII	Closing Net Block for the year (I) + (II) – (III) - (IV) - (V) - (VI)						
	Provide details of assets						
	(i)						
	(ii)						
	Total						
VIII	Working Capital allocated in the proportion of fixed assets						
IX	Capital Employed for estate activity (VII + VIII)						

Checklist of documents / information to be submitted while filing the proposal for revision of lease rent of lands of Major Port Trusts.

Sr. No.	Particulars	TICK
(i).	Covering letter of the Major Port Trust giving the background and highlights of the proposal.	
(ii).	Form 1.	
(iii).	Form 2A and 2B.	
(iv).	Copy of the report of the Land Allotment Committee.	
(v).	Copy of the report of the approved valuer , if any, appointed by the Major Port Trusts for assessing the market valuation of land	
(vi).	Copy of the approval of the Board of Trustees of the Port Trust approving the lease rental proposal.	
(vii).	Draft proposed Scale of Rates for revision of lease rental along with conditionalities governing the same.	
(viii).	Comparative position of the current and the proposed Scale of Rates as sought in Form 1 at Item No.2.	
(ix).	List of users / user associations/ lessees to be consulted with contact details viz. address, telephone number, fax and email.	
(x).	Any other relevant information.	
(xi).	Soft copy of the entire proposal along with the proposed Scale of Rates.	
