



SAMBALPUR MUNICIPAL CORPORATION: SAMBALPUR
Odisha - 768001
Phone No. 0663-2411316 / E Mail : sambalpurm.hud@nic.in



Notice No: 381 /SMC

Dated. 21/01/2023

SHORT QUOTATION CALL NOTICE

Sealed quotations are invited from the reputed firm/organization/solo proprietor/agency/printing press for printing of Holding tax form (10000nos.) and Trade Licence form (5000nos.). The prototype is attached in annexure-I & 2. The Tender Paper along with details specifications and eligibility criteria of the above works can be downloaded from website- www.smcsambalpur.nic.in. The bidders are required to submit the Quotation complete in all respect which should reach on or before **30/01/2023 by 04.00pm** at the Sambalpur Municipal Corporation in a sealed envelope super scribed as 'Tender for printing of form'. The tender will be opened on dtd: **30/01/2023 at 05.00pm** in the office chamber of the Commissioner, Sambalpur Municipal Corporation. All the bidders are requested to remain present personally during tender opening or send their authorised representative.

The following documents are to be attached without which the document will be treated as Non-responsive and rejected:-

- Copy of GST Certificate
- PAN/TAN CARD
- Address proof
- Trade license

All the bidders are requested to specify the nature of works as mentioned above on the top of the envelope containing the bid documents. The undersigned reserves the right to accept or reject any or all the tender without assigning any reason thereof.


Commissioner

Sambalpur Municipal Corporation

Memo no. 382 / SMC dtd. 21.01.2023

Copy to M.I.S., Sambalpur Municipal Corporation. He is directed to upload the notice in the ULB website i.e. www.smcsambalpur.nic.in.

Copy to be displayed in the SMC Office notice board for wide circulation.


Commissioner

Sambalpur Municipal Corporation

SAMBALPUR MUNICIPAL CORPORATION, SAMBALPUR
Durgapali, Sambalpur-768006 (Odisha)

SELF DECLARATION FORM FOR ISSUE/RENEWAL TRADE LICENCE

To,
The Municipal Commissioner, Sambalpur

Sir,

I am to request you to grant me Trade Licence / Renewal Trade Licence. I hereby give details pertaining to self assessment required U/s. 194 or 554 of OMC Act. 2003.

space for post & size photo

1	Name of Applicant		
2	Father / Spouse's Name		
3	Age :	Name of the "FIRM"	
4	Present Postal Address	P.O. Dist. Pin.	
5	E-mail Id :	Mob. No. : + 91	
6	Permanent Address		
7	Purpose for which licence is required :		
	Description of the premises / space in receipt of which licence is required:		
	(a) Holding No.:	Ward No.	
8	(b) Name of Street :		
	(c) Locality :	Land Mark :	
	(d) Plot No. :	Khata No. :	Revenue Village :
9	Owner of the Trade Site (Please tick the appropriate box) :	Self	Rent
10	If on Rent, Name the Owner :		
11	Plinth areas proposed to be utilized for the trade / operation :		
12	Working Hours : _____AM/PM to _____AM/PM to & _____AM/PM to _____AM/PM		
13	Number of workers proposed to be engaged / proposed to be engaged :		
14	Whether or not the place of premises proposed to be used for or carrying on the trade or operation for keeping any Articles referred to is a residential building (Please tick the appropriate box)	Yes	No
15	Period for which licence is required :		

DECLARATION

I do hereby declare that the information furnished by me in the form are true to the best of my knowledge and belief and there is no danger to the lives and properties of the people residing nearby my business place. I undertake to take all necessary precautionary measure to maintain safety of highest order. If any accident takes place the Sambalpur Municipal Corporation will not be responsible for it.

Date ____/____/____

Signature of Applicant

DOCUMENTS REQUIRED TO BE SUBMITTED ALONG WITH APPLICATION

1	Identity Proof (Voter ID / PAN Card / Aadhar Card etc.)	
2	Residential Proof (Phone Bill / Electricity Bill / Passport / Aadhar Card / Gas Connection etc.)	
3	Copy of Patta (Downloaded R.O.R. from Bluetooth will not be accepted)	
4	Copy of Agreement of trade site with owner (if applicant is not the owner of the site)	
5	Copy of Holding Tax upto date payment Receipt	

*Draft Copy
for
finalization*

Form P.T- 12 :
[See Rule 60(I)]
Return of Information

Name of Owner
Address

UPTIN (if any)

Assesment Year

Sub : Notice under Rule 60 of the Odisha Municipal Corporation Rules, 2004 for determination of Annual Value.

Dear Sir / Madam,

The following information is furnished in response to the "Notice for determination of Annual Value".

- (a) Name of the Owner :
(b) Property Address :
(i) Plot No. :
(ii) Ward No. :
(iii) Steet No. :
(iv) Description of the Private Street
and Pedestrian pathway :
(c) Nature of Structure :
Pucca/ Semi-pucca/ kutchra)
(d) Whether land and building is :
connected with the Corporation/Government
water supply
(e) Uses to which the land or the building is :
put (Residential/ Commercial/ Industrial
Educational/ Hotel/ Recreation
Public Purpose etc.)
(f) The area of the land, built up cover area of the
building :
(g) Whether :
(i) wholly occupied :
(ii) partly occupied and partly rented :
(iii) wholly rented details of floor be :
mentioned.
(h) in case of apartment, details thereof :

Declaration

I/We declare that to the best of my/our knowledge and belief, the information furnished in the statement (s) is/are correct and complete and other particulars shown herein are truly stated.

* Strike out if it is not applicable.

Date :

Signature of owner / occupien
(with seal, if non-individual)

N. B .

Documents Required

- 1) Photo Copy of Patta.
- 2) Photo Copy of Plan
- 3) Photo copy of Aadhar Card
4. Mobile No.