



# DDA

## SPECIAL HOUSING SCHEME FOR SC/ST 2019



### CATEGORIES

HIG

MIG

LIG

Janta

### AREAS

Paschim Vihar

Rohini

Dwarka

Narela

**Scheme is Linked to 'Credit Linked Subsidy Scheme'**

**Under**

**'Pradhan Mantri Awas Yojana – Housing For All (Urban)'**



## INSTRUCTIONS TO FILL UP THE APPLICATION FORM

### GENERAL INSTRUCTIONS:

- Applications will be accepted through On-Line mode only.
- The Applicant will have to deposit application money through online mode via payment gateway only.
- Upload latest photograph and scanned signature (Photograph and signature should be in Jpeg/PNG format with maximum size of 50 kb).
- In case of joint application, also upload the latest photograph and signature of the joint applicant.

### SPECIFIC INSTRUCTIONS:

- Write name of the applicant as given in PAN Card (Permanent Account Number) issued by the income Tax Department.
- Write father's name of first applicant as given in PAN Card.
- Write name of spouse of the 1st applicant (if married)
- Permanent Account Number (PAN) of first applicant to be given.
- Give details of bank account of applicant. For the purpose of refund, details of only Savings Bank Account is to be given (NO NRE ACCOUNT OR CURRENT ACCOUNT IS TO BE GIVEN), refund will not be processed to any other type of account. (In case of application in joint name, refund would be issued in the name of first applicant and hence, bank details of the first applicant must be given).**
- 6, 7 & 9) Give phone number with STD Code, e-mail ID and mobile number. E-mail ID and Mobile number is compulsory and applicant should ensure correctness of the same. Important communications/ messages regarding Demand-Cum Allotment letter, conveyance deed etc. will be send on Email-Id/ Mobile number.
- 8) Enter Aadhar Number (optional).
- 10) Write code for the category to which the

applicant belongs. The code for each category is given below:

Sl No.	Category	Code
1	Schedule Caste	SC
2	Schedule Tribe	ST
3	War Widow/Next of Kin (refer Clause 3(ii))	WW
4	Persons with Disability	PD
5	Ex-servicemen	EX

### DISABILITY CLAUSE:

A person with disability shall apply in his/her own name but the application may be submitted through his/her legal guardian, if he/she is unable to do so himself/herself.

- 11 Residential address of the first applicant to be given.
- 12 Correspondence address for dispatch of demand-cum-allotment letter to be mentioned.
- 13 In case of a joint application, mention the name of the joint applicant, the joint applicant should be from within the family, as defined in sub-clause 2(iv) below.
- 14 (a) Mention the name of the spouse, If both husband and wife apply separately.  
(b) Mention application number of the spouse, if both husband and wife apply separately.
- 15 Please write the code (given in Annexure 'A') for the locality for which applicant wants to apply.
- 16 Application Money and cost of flat will be deposited through NEFT/RTGS/Net Banking only. Payment through Credit/ Debit Card will not be accepted. DDA will not bear any service charges on payments done through any mode.

### NOTE:

- Please read the instructions carefully before filling up the Application Form. In case any column is not filled up properly/filled wrongly, the liability of rejection of such application will solely rest on the Applicant.
- In case of discrepancies in language, English Version will be treated valid.



## 1. SCHEME:-

The Scheme is titled as “Special Housing Scheme 2019 for SC/ST” of the Delhi Development Authority for disposal of reconciled flats of Old Inventory.

## 2. ELIGIBILITY:-

- i. The applicant must be a citizen of India.
- ii. He/She should have attained the age of majority i.e. an applicant should have completed 18 years of age as on the date of submitting the application.
- iii. The applicant must belong to SC/ST category.
- iv. A dwelling unit or flat in the Housing Estates of the Authority shall be allotted only to such person who or his wife or her husband or any of his/her dependent relations including unmarried children does not own in full or in part on free hold or lease hold basis a residential plot having area exceeding 67 sqm or flat/built up house having carpet area exceeding 67 sqm in the urban area of Delhi, New Delhi and Delhi Cantonment.
- v. Family means a person or his wife or her husband or any of his/her dependent relations including unmarried children.
- vi. Both husband and wife can apply for flats separately subject to fulfillment of eligibility conditions with the stipulation that if both are declared successful, only one shall be allotted a flat and the full amount of ‘Application Money’ of the other spouse will be refunded.
- vii. One person can submit one application only either in his/her own name or as a joint applicant.
- viii. There is no income criterion for applying under any category. The applicant can apply according to his/her requirement and affordability.
- ix. The applicant should give particulars of his savings account in any Bank and the particulars of the Account must be given in the ‘Application Form’.
- x. Applicant must have Permanent Account Number (PAN) allotted under the provisions of Income Tax Act and the same must be quoted in the Application Form.

- xi. The joint applicant should be from within the Family, as defined in sub-clause (iv) above.

## 3. HOW TO APPLY: -

- i) Applicants can only apply online. For applying online, the applicant is required to visit DDA's website i.e., [www.dda.org.in](http://www.dda.org.in).
- ii) Applicant applying for flats under this Scheme shall have to deposit application money as detailed below: -

Janta	-	Rs. 25,000/-
LIG	-	Rs. 1,00,000/-
MIG	-	Rs. 2,00,000/-
HIG/SFS	-	Rs. 2,00,000/-

However, if the applicant is giving preference for more than one category, he/she has to deposit application money of highest category.

- iii) Application once submitted cannot be withdrawn.

## IV) REFUND OF APPLICATION MONEY:

The applicant may, satisfy himself with regard to location, cost, existing facilities in the surrounding area and other related issues before applying for the allotment of flat. The surrender/cancellation charges, as prescribed below, shall be recovered: -

S.No	Period	Surrender/ Cancellation charges
(I)	From the date of draw and upto 15th day from the date of issue of demand cum allotment letter.	NIL
(ii)	From the 16th day till 30th day from the date of issue of demand cum allotment letter.	10% of the Application Money.
(iii)	From 31st day till 90th day from the date of issue of demand cum allotment letter.	50% of the Application Money.
(iv)	After 90days from the date of issue of demand cum allotment letter.	Full Application Money.

- v) The applicant may give one or more preferences of his/her choice by writing locality codes, given in Annexure ‘A’. A maximum of 7 preferences can be filled by the applicant, however, it is mandatory to fill at least one preference for locality. It is presumed that



applicant has seen the locality before giving preferences. No preference for Sector/Pocket/Floor can be exercised by the applicant. No request for change of locality, sector, pocket or floor shall be entertained by the DDA.

- vi) Since the application will be accepted through online mode only, conditional application will not be accepted.

#### **4. RESERVATIONS: -**

The details of reservations under this Scheme are as under:-

- i. Reservation of flats to the applicants belonging to SC and ST category will be in the ratio of 2:1, respectively.

##### **NOTE:**

If adequate numbers of applications are not received from applicants belonging to ST Category, remaining flats shall be disposed of in favour of applicants belonging to SC Category and vice-versa.

- ii. 1% for War Widows and those receiving liberalised pension from Armed/Paramilitary Services (Next of Kin), belonging to SC/ST category.
- iii. 5% reservation for persons with disability as defined in Section-37(a) of the Rights of persons with Disabilities Act, 2016, belonging to SC/ST category.
- iv. 1% for Ex-servicemen, belonging to SC/ST category.

##### **NOTE:**

- a. The reservations, as above, are admissible strictly with reference to the number of flats available in a locality.
- b. In case number(s) of flats in respect of reserved category comes to a fraction i.e. less than 0.5 it would be rounded off to zero and if it is 0.5 or more it would be rounded off to one.
5. There will be no requirement of submitting any document at the time of submission of application. Only the successful applicants will be required to submit the prescribed supporting documents.

#### **6. DOCUMENTS TO BE SUBMITTED AFTER DRAW OF FLATS: -**

#### **(A) FOR ALL CATEGORIES:**

- (i) Self attested copy of PAN Card (Permanent Account Number) issued/allotted by Income Tax Department. In respect of successful allottees, the PAN Card details will be verified, before issuance of possession letter.
- (ii) Identity Proof e.g. self-attested copy of passport, government Identity Card, Election ID card, Driving License, Ration Card with Photo (of the person whose photo is affixed) or Aadhaar Card. (Upload any one)
- (iii) Proof of residence e.g. self-attested copy of passport, government Identity Card, Election ID card, Ration card, Driving Licence, Telephone Bill, Electricity Bill, Water Bill, House Tax Receipt, Bank Pass Book (page carrying name and address) or Aadhaar Card. (Upload any one)
- (iv) An attested copy of the original certificate issued by the District Magistrate/Sub Divisional Magistrate of the area concerned in case the applicant belongs to the Reserved Category of SC/ST.
- (v) An attested copy of the original certificate issued by the Medical Board or a Govt. Hospital in case the applicant is applying under the reserved category of Persons with Disability. A self-attested copy of guardianship certificate issued by the competent authority, wherever applicable, be attached.
- (vi) An attested copy of Discharge Certificate from the competent authority of Ministry of Defence/Armed Forces in case of ex-Servicemen.
- (vii) An attested copy of "Requisite Certificate" issued by the Ministry of Defence/Armed Forces/Para Military Forces, in case applicant comes under reserved category of War-Widows/Next of Kins which would include those receiving liberalized pension.

#### **(C) BEFORE POSSESSION OF FLAT**

Applicant to submit:

- i. Self-attested copy of Bank Account Pass Book/Bank Statement from which the cost of the Flat has been deposited along with payment proof.
- ii. Affidavit as per proforma given in Annexure- 'C' and 'D'.





- iii. Undertaking as per proforma given in Annexure-'E'.
- iv. Photograph and three signatures of self and spouse, (if married), duly attested as per proforma given in Annexure-'F'.

#### **7. MODE OF ALLOTMENT: -**

All the eligible applicants shall be considered for allotment through a computerised draw based on random number technique. The draw shall be held in the presence of independent observers. The draw for the Scheme will be web-streamed.

#### **8. RESULT OF ALLOTMENT: -**

- (i) The results of the draw shall be displayed on DDA's website i.e. [www.dda.org.in](http://www.dda.org.in) and also shall be displayed on the Notice Board of DDA at VikasSadan, D Block, INA, New Delhi – 110023. In addition, the result shall also be published in leading national Newspapers. An email and SMS will also be sent to each applicant.
- (ii) It shall be the sole responsibility of the applicant to check the result of the draw. DDA would not be responsible for delay/non-receipt of the demand-cum-allotment letter by the applicant/allottee.
- (iii) A separate wait list of the applicants equal to 25% of total flats on offer will also be declared in order of priority. The waiting list will be valid only for 10 months from the date of issue of demand letters to successful applicants. The application money of wait-listed applicants shall be refunded along with unsuccessful applicants. However, before going for the draw, in case the same takes place, for allotting the surrendered/cancelled flats, all such eligible wait-listed applicants shall be asked to deposit the Application Money. 30 days' time shall be given to them to do so and only those names shall be included who deposit their Application Money before the prescribed date.

#### **9. PERIOD OF PAYMENT: -**

- (i) The cost of the flat is to be deposited within 90 days from the date of issue of Demand-cum-Allotment letter. Demand-cum-Allotment letter will be issued online, for information purpose. However, a hard copy will be sent by registered

post/ speed post. An email and SMS will also be sent to all the allottees.

- ii) Further time of 6 months, over and above (i) above, will be available to the allottees subject to payment of interest at the rate of 10% p.a (simple interest).
- iii) The delay in payment of cost up-to six months over and above (ii) above can be regularised. VC, DDA shall be the Competent Authority to allow extension subject to payment of penal interest at 14% p.a (simple interest) and further subject to the condition that at least 25% of the cost has been received.
- iv) The application money will be forfeited if the demanded amount is not paid by the allottee within the time prescribed in the demand letter and flat will be made available for allotment to others.

#### **10. METHOD OF PAYMENT OF DEMANDED AMOUNT:-**

The payment of application money may be made from any account. However, demanded amount after issuance of online Demand-cum-Allotment letter should be deposited from Allottee's accountor from the account of specified/family member through NEFT/RTGS/Net Banking. DDA will not bear any service charges on payments done through any mode.

The term family member means son of the allottee, husband/ wife, father, mother, sister, brother, son, daughter, grand-son/ grand-daughter or, wife of the son (daughter-in-law)/ grandson, husband of daughter (son-in-law) or husband of grand-daughter (for the purpose of this definition grand-son/ grand-daughter means a son's or a daughter's child). In cases where the allottee has no family of his own, the family members will mean his heirs as defined in the law of succession applicable to him

#### **11. MODE OF PAYMENT: -**

The allotment of flats shall be made on cash down basis except under PD (Persons with Disability) category who will have the option of making payment either on "Cash Down" basis or in installments.

#### **12. MORTGAGE/AVAILING LOAN:-**

The allottee can avail housing loan by mortgaging



the flat to following institutions without prior approval of the DDA. However, an intimation regarding institution to which it has been mortgaged must be sent to concerned Dy. Director (Housing), DDA, VikasSadan, New Delhi: -

(I) Government of India; (ii) State Government; (iii) Union Territory Administration ; (iv) Public Sector Undertakings / Autonomous Bodies; (v) Nationalized Banks; (vi) Life Insurance Corporation of India; (vii) General Insurance Corporation of India; (viii) Housing Development Finance Corporation; (ix) Cooperative Banks; (x) MCD; (xi) NDMC; (xii) All joint sector companies irrespective of the percentage of shareholding; (xiii) University of Delhi; (xiv) All organisations, private or public, which receive the approval of Govt. of India, State Govt. for the purpose of general mortgage permission and are recognized by RBI as a Housing Finance Company; (xv) All Financial Institutions extending loans to individuals for house building, if they are leading companies with good market standing and repute say with a capital base of Rs.5 Crores or so; (xvi) All Financial Institutions/Banks which are controlled by RBI or the Govt. of India irrespective of the percentage of Govt. shareholding; (xvii) All public companies with a capital base of Rs.5 Crores provided they have a Scheme for granting Housing Building Advance/Loan to their employees and the mortgage is required for grant of such advances.

### **13. MISUSE, ADDITIONS AND ALTERATIONS, ETC.:-**

The flat shall be used only for residential purpose and cannot be put to any other use. The allottee shall not be entitled to sub-divide the dwelling unit or amalgamate it with any other dwelling unit or to make any structural additions/alterations.

### **14. RESPONSIBILITY FOR THE MAINTENANCE OF COMMON PORTIONS AND COMMON SERVICES, ETC.:-**

Every successful applicant shall be required to become a member of the Registered Agency/Association of Apartment Owners to be formed for the purpose of maintenance of

common portions and common services for these housing pockets, in accordance with the provision of law i.e. DDA (Management & Disposal of Housing Estate) Regulation 1968 in this behalf before the possession of the flat is handed over to him/her. Only one RWA will be registered for one pocket. All allottees of each pocket shall mandatorily have to become member of the concerned RWA.

For the purpose of major (capital nature) maintenance, for a period of 10 (ten) years, contribution towards the maintenance fund shall be recovered from the allottees. The Scheme requires that the entire maintenance funds collected would be placed in a corpus as an escrow account and maintenance works (Capital nature) would be undertaken out of the interest earned from the corpus. The fund will be apportioned to the RWAs registered with DDA and will be managed by a Committee in which DDA will be represented by the Executive Engineer of the concerned zone. The civil and electrical maintenance of all the newly constructed flats will be carried only from the interest arising out of the corpus created for maintenance. In case, there is any shortfall, the concerned RWAs, registered with DDA, will have to bridge the gap through contribution from the allottees and DDA will not contribute any fund towards maintenance. The fund becomes operative from the date the first demand-cum-allotment letter is issued.

The general principles for maintenance will be as follows:

1. The individual flat owners will be fully responsible for all internal maintenance of their flats after they take over the possession.
2. Major repairs including white-wash of external areas will be carried out on need basis subject to availability of funds. In schemes where maintenance deposit has been taken by DDA, these major repairs will be carried out of the money available from interest as provided in the scheme. The link officer of DDA nominated for the purpose will coordinate with the RWAs to set-up maintenance fund.
3. Day to day maintenance including maintenance of green areas, cleanliness of



campus/colony/housing pocket, replacement of light fittings in common areas, maintenance and operation of lifts, payment of electricity bill for common areas etc. will be the responsibility of concerned RWAs

4. However, DDA will prepare a panel of maintenance service providers which shall be available to the RWAs to choose a service agency or make its own arrangement to cater to this requirement.
5. For common areas which are common to several housing pockets/ colonies, the responsibility of maintenance will be with urban body, after the area is handed over to the urban body. Till such time that the area is handed over to urban body, maintenance will remain with DDA. While handing over, DDA will clearly mark the area to be maintained by the urban body and area to be maintained by RWAs.
6. Those facilities which are common to more than one RWA like Community Centre, Gyms etc. will be maintained by DDA.
7. RWA will have to maintain a separate fund for day to day maintenance mentioned at (3) above. Therefore, maintenance will be dealt in two separate categories i.e. Major (Capital nature) and day to day maintenance.
8. RWA will be notified about defect liability in each pocket separately.

#### **15. MIS-REPRESENTATION OR SUPPRESSION OF FACTS:-**

If it is established that the applicant has applied although he was not eligible as per conditions laid down in Clause 2, the application/ allotment will be rejected/cancelled summarily without issuing any show cause notice for the same and the amount deposited by allottee will be forfeited.

#### **16. POSSESSION OF FLATS:-**

- i. The allottee shall be entitled to take possession only after he/she has completed all the formalities, paid all dues and furnished/executed all the documents as required in the demand-cum-allotment letter. Digitally signed Possession letter will be issued online only, and the allottee has to upload self-attested copies of the requisite documents. An SMS/ Email intimation

regarding uploading of possession letter will also be sent to the allottees

- ii. After issuance of Possession letter, allottee may reserve a date for physical possession through On-Line mode. If the allottee does not take possession of the flat within 3 months from the date of issue of possession letter, he/she shall be liable to pay watch and ward charges at the prescribed rates beyond a period of 3 months from the date of issue of possession letter up to a maximum period of one year from the date of issue of possession letter.
- iii. If the physical possession is still not taken over then the allotment shall be automatically cancelled. No show cause notice shall be served before cancellation. Any amount deposited towards the cost of the flat shall be refundable without interest in such a case of cancellation after deduction of Application Money.
- iv. The property is being offered on "as is where basis is". The

DDA will not entertain any request for additions or alterations or any complaints whatsoever, regarding property circumstances as defined in Regulation 19 of the DDA (Management & Disposal of Housing Estate) Regulation 1968. DDA shall also not entertain a complaint about cost of flat, its design, the quality of material used, workmanship or any other defect.

#### **17. CONVEYANCE DEED:-**

- i. The Conveyance Deed (Free Hold Deed) papers will be issued online by DDA after physical possession of the flat. The expenditure on e-stamping and other expenses on account of registration of Conveyance Deed, etc. in this regard shall be borne by the allottee.
- ii. The allottee shall not be entitled to transfer or otherwise part with the possession of the whole or any part of the flat before execution of Conveyance Deed. In the event of sale/ transfer being made without execution and registration of Conveyance Deed, such sale/transfer shall not be recognized by the Authority and allotment of such flats will be cancelled and possession will be resumed.





- iii. The Conveyance Deed in the prescribed format transferring the title to the flat shall be executed in favour of the original allottee, after physical possession of the flat which shall be registered with the Sub-Registrar as per law, upon receipt of all other dues provided the original allottee has not in any manner sold, transferred or alienated the whole or any part of the flat by any agreement, of whatsoever nature and/or parted with possession thereof. Date of execution of Conveyance Deed will be reserved by allottee through online mode only. Applicants are required to upload the copy e-stamp papers of the requisite value before reservation of date of execution of conveyance deed. On the reserved date, Applicants will have to come with all the original documents for the purpose of verification.
  - iv. In the event of death of the original allottee prior to execution of Conveyance Deed, the Conveyance Deed shall be executed in favour of the legal heir(s) of the original allottee, as per policy/guidelines of DDA in respect of mutation.
  - v. Since a number of concessions are being offered under EWS category while working the cost of the flats, the allottee of EWS category flat would not be permitted to sell/ transfer or otherwise part with the possession of the flat in any manner for a period of Five (5) years from the date of issuance of demand-cum-allotment letter.
- flats to persons with disability at ground floor.
  - ii. The allotment of DDA flats to persons with disability would be on hire purchase basis. The initial payment in case of hire purchase allotment would be 25% instead of 50% of the total cost applicable for general category. Rest of the amount with applicable interest, would be taken in equated monthly installments over a period upto 15 years.
  - iii. 5% rebate in the cost subject to a maximum of Rs. 1.00 Lakh will be given to the Persons with Disability who are allotted flats under the above quota. The remaining conditions of allotment will remain the same. The Conveyance Deed will be executed in the name of original allottees only.
  - iv. In order to ensure that the concessional provisions meant for the persons with disability do not lead to misuse or speculation, it has also been decided that the letter of allotment of such flats would specifically state that alienation of possession of the flat prior to 15 years from the delivery of possession to the allottee would result in automatic cancellation of the flat and under no circumstances such cancellation would be withdrawn. In addition, the conveyance deed for all such cases would also include the following specific clause which would be included in the letter of allotment itself and the allottee should by way of affidavit specifically agree to the same being a part of the conveyance deed before the possession of the flat is delivered to the allottee.

#### **18. STATUS OF THE ALLOTTEE: -**

All allotments shall be made on Free hold basis. However, the title shall be transferred only when the Conveyance Deed is executed in favour of the allottee and it is registered in the office of the sub-Registrar, GNCTD.

#### **19. BENEFIT UNDER PMAY: -**

The eligible allottees may avail benefit under Credit Linked Subsidy Scheme (CLSS) under Pradhan Mantri AwasYojna- Housing for All (Urban). The details of Pradhan Mantri AwasYojna – Housing for All (Urban) are available on DDA's website.

#### **20. PREFERENTIAL ALLOTMENT:**

- i. Attempt shall be made to make allotment of

#### **THE PROPOSED CLAUSE WOULD BE AS FOLLOWS**

**“That the allottee/vendee specifically agrees that he shall not part with possession of the whole or any part of the flat at any time prior to the expiry of 15 years from the date of actual delivery of possession thereof by the vendor to the allottee/vendee and to that limited extent, the title in the properly shall be deemed to continue to vest in the vendor. It is further specifically agreed that in case the allottee/vendee violates terms of the present conveyance deed, the entire conveyance deed shall be deemed to the void and in that eventuality, the vendor shall be entitled to take back possession of the demised properly**



**from the allottee/vendee”**

**In case the allottee/vendee dies prior to the expiry of the stated period of 15 years, his/her legal representatives and heirs shall be bound to honour the stated condition, but shall be entitled to occupy the said flat.**

- v. The concession shall be applicable to persons who come within the meaning of disability as defined in the Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 2016 and duly certified by a Medical Board.
- vi. The permissible benefit under this Clause will be given only to those applicants who have been allotted the flat under 5% reserved quota. If the flat is allotted under general category, the above benefit will not be extended to them in any case or manner whatsoever and they will neither claim such benefits nor any requests in this regard will be entertained by the DDA.

## **21. OTHER GENERAL CONDITIONS: -**

- (A) DDA reserves the right to alter any terms and conditions/clause of the Scheme brochure at its discretion as and when considered necessary.
- (B) DDA reserves the right to increase or decrease the number of flat on offer under the Scheme. DDA also Reserves the right to withdraw some/all flats depending on the circumstances.
- (C) The allotment under this Scheme shall be on the terms and conditions contained in this brochure, demand cum allotment letter and the DDA (Management & Disposal of Housing Estate) Regulations, 1968.
- (D) As per provisions contained in Regulations No.17 of DDA (Management & Disposal of Housing Estate) Regulations 1986, all rates fees, taxes, charges assessment of municipal taxes and levies of whatsoever nature shall be borne by the allottee of the Registered Agency/ Association of Apartment Owners; as the case may be and shall be payable by the allottee of Association of Apartment Owners'/ Registered Agency within the periods specified in this behalf.
- (E) Any dispute shall be subject to the jurisdiction of Courts at Delhi/New Delhi only.

(F) In all the correspondence within DDA regarding allotment etc., the applicants are advised to quote their Application Form No., File No, etc., and such correspondence be addressed to Dy. Director concerned D'-Block, VikasSadan DDA, New Delhi-110023.

(G) In case of any grievance, the applicant can contact Director (H)-I/Director (H)-II, Commissioner (Housing), Principal Commissioner (Housing) or the Vice Chairman, DDA during their Public Hearing days. However, on financial issues, the applicant is advised to first contact Financial Advisor (Housing), D-Block 1st Floor VikasSadan, New Delhi-110023.

(H) It is not possible to check the eligibility of applicant at the time of acceptance of the application. Applicants in their own interest should carefully fully go through the eligibility conditions before submitting their application. Those applicants who do not fulfill eligibility criteria would not be entitled for allotment of flats if at a later stage it is detected that they are not eligible under the Scheme.

(I) Allottee will be required to intimate the source of payment. For the purpose, he/she will have to submit a copy of bank pass book. Bank Statement, loan documents, if raised.

(J) Allottee will be required to submit an affidavit duly attested that he/she has not executed any general/special Power of attorney, agreement to sell, bayana receipt or any other documents in respect to Application/flat allotted to him/her.

(K) The demand-cum-allotment letter will be issued on the basis of information/document furnished by the applicant in the Application Form for allotment of flat. In case, it is found at any stage that the documents/ information furnished by the applicant are incorrect/ false/ untrue, the allotment shall stand cancelled automatically without any notice and the claim of the applicant in such cases will not be entertained. The whole amount, including Application Money, will be forfeited.

(L) Other terms and conditions of the scheme not specifically mentioned above will be as per Terms and Conditions of Housing Scheme 2017.



## ANNEXURE-A

Details of Flats, Tentative Cost And Locality Codes					
S.No.	Locality/ Zone	Locality Code	No. of Flats*	Approx. Range of Plinth Area of flat ^ (in Sqm.)	Broad Range of Tentative Disposal Cost (Rs. In Lakh)
<b>SFS/HIG</b>					
1	South (Jasola, Sarita Vihar)	11	6	91.64 – 126.36	86 - 118
2	East (Kondli Gharoli)	12	2	124.86	92.44
3	Rohini	13	2	84.03	62.16
4	Dwarka/ West (Paschim Vihar, Nagin Lake Apartment, Dwarka, Vikas Puri)	14	32	85.46 – 111.22	63.13 – 87.06
<b>MIG</b>					
5	North (Jahangirpuri, Shalimar Bagh)	21	4	64.04 – 99.73	40.65 – 61.03
6	Rohini	22	68	80.11 – 93.61	55.92 – 66.07
7	Dwarka/ West (Dwarka, Madipur)	23	26	67.41 – 117.97	45 – 87.64
<b>LIG</b>					
8	North ( Narela)	31	11	41.99 – 52.53	17.25 – 23.12
9	East (Kondli Gharoli)	32	1	48.52	25.20
10	Rohini	33	37	42.83 – 49.05	19.53 – 35.50
11	Dwarka	34	59	33.291 – 33.853	22.33 – 22.70
<b>Janta</b>					
12	Dwarka (Nasir Pur)	41	1	20.13	11.13
13	North (Narela)	42	20	26.54 – 28.19	7.55 – 8.14
<b>Total</b>			269		

\* - Number of flats may change at the time of draw and number of flats at a particular Locality/Zone may be added .

^ - Size of the flat varies from flat to flat. The demand letter will be issued as per actual size of the individual flat.





## ANNEXURE-B

### LIST OF EMPANELLED BANKS WITH THEIR NODAL BRANCHES

Sr. No.	Name of Bank, Saving Bank A/c No. & IFSC Code	Nodal Officer/ Branch Web address of Bank	Online series allocated to Banks
1	<b>STATE BANK OF INDIA</b>	C-Block, Vikas Sadan, INA, New Delhi-110023 <b>www.onlinesbi.com</b> Shri Aditya Gupta, Cont. No. 99110096110	100000 to 200000
2	<b>CENTRAL BANK OF INDIA</b>	C-Block, Vikas Sadan, INA, New Delhi-110023 <b>www.centralbankofindia.com</b> Shri Ishank Gupta, Cont. No. 9717463425	200001 to 300000
3	<b>IDBI</b>	Surya Kiran Building, K.G. Marg, Connaught Place, New Delhi-110001 <b>www.idbi.com</b> Shri Parveen Kumar Bagri Cont. No. 66083420/21	300001 to 400000
4	<b>SYNDICATE BANK</b>	Subhanchal Hostel Building, INA Colony, New Delhi-110023 <b>www.syndicatebank.in</b> Shri K.G. Verma, Cont. No. 9650062155	400001 to 500000
5	<b>HDFC BANK</b>	B-6/3, DDA, Commercial Complex, Safdarjung Enclave, Opp. Deer Park, New Delhi-110029, <b>www.hdfcbank.com</b> Shri Arun Kumar Chaudhary Cont. No 9313207978	600001 to 700000
6	<b>AXIS BANK</b>	Eros Corporate Tower, Ground Floor, Nehru Place, New Delhi-110019 <b>www.axisbank.com</b> Shri Ajahar Husain Cont. No. 011-40520000, 8447600490	700001 to 800000
7	<b>ICICI BANK</b>	9A, Phelps Building, Connaught Place, New Delhi-110001 <b>www.icicibank.com</b> Shri Anish Munshi, Cont. 011-46085800	800001 to 900000
8	<b>YES BANK</b>	Retail Block, Upper Ground Floor, DLF Cyber City, Tower 8 C, Gurgaon-122002 <b>www.yesbank.in</b> Cont. No. 0124-4619226	900001 to 1000000
9	<b>KOTAK MAHINDRA BANK</b>	A-1/24, Safdarjung Enclave, New Delhi-110029 <b>www.kotak.com</b> Smt. Neha Vohra, Cont. No. 9582218058	1000001 to 1100000
10	<b>INDUSIND BANK</b>	Indusind Bank Ltd., Ground Floor, Plot No.12, Jor Bagh Market, New Delhi-110003 <b>www.indusind.com</b> 1. Shri Dhiraj Sharma, Cont. No.8826200440 2. Shri Puneet Bhatia, Cont. No. 7838786807	1100001 to 1200000
11	<b>IDFC FIRST BANK</b>	IDFC First Bank Ltd. Soodh& Birla Towers, 4thFloor, East Tower & LGF, West Tower, Barakhamba Road, New Delhi110001 <b>www.infcbank.com</b> 1.Shri Pushkal Dhar Dwivedi Cont. No. 9899931383 2.Shri Maheshwari Nandan, Cont. No. 9990010565	1200001 to 1300000



**AFFIDAVIT**

(NOTE: This affidavit should be on a non-judicial stamp paper/e-stamp paper of Rs. 10/- and shall be attested by Magistrate/Sub-Judge/Notary Public and an extra stamp worth Rs. 5/- should be affixed thereon.)

Affidavit of Sh./Smt. \_\_\_\_\_ s/o/d/o/w/o Shri \_\_\_\_\_ r/o \_\_\_\_\_ solemnly affirm and state as under:

1. I am a citizen of India.
2. I or my wife/husband or any of my dependent relations, including unmarried children does not own in full or in part on free hold or lease hold basis a residential plot having area exceeding 67 sqm or flat/built up house having carpet area exceeding 67 sqm in the urban area of Delhi, New Delhi and Delhi Cantonment.
3. I am applying for allotment of only one dwelling unit.
4. I have attained the age of majority at the time of applying under DDA Housing Scheme - 2019 for SC/ST. My Date of Birth is \_\_\_\_\_
5. That the joint applicant under the Scheme is my \_\_\_\_\_ (relationship), as per provision of Clause 2(xi) and (xii) of the Scheme Brochure.
6. That my wife /husband has also applied for allotment of a flat under the DDA Housing Scheme – 2019 for SC/ST vide Application No. \_\_\_\_\_. She /He was declared successful. He/She has surrendered the said flat on \_\_\_\_\_ or she/he has not been declared successful. (Strike out which is not applicable).
7. I have not sold, transferred, assigned or parted with the possession of the whole or any part of the residence at No. \_\_\_\_\_ allotted to me against my Application No. \_\_\_\_\_ in the draw held on \_\_\_\_\_ by the DDA. That I have not executed any Sale Agreement, Power of Attorney or Agreement to Sale in favour of anybody.
8. That, I, \_\_\_\_\_ S/o D/o W/o Shri \_\_\_\_\_ r/o \_\_\_\_\_ applied for allotment of Janta/LIG/MIG/HIG flats under DDA Housing Scheme – vide Application No. \_\_\_\_\_ and that I have been allotted a flat No. \_\_\_\_\_, Pkt. \_\_\_\_\_ Sec. \_\_\_\_\_, Locality \_\_\_\_\_ vide allotment letter No. \_\_\_\_\_ dated \_\_\_\_\_. That I am entitled for possession of the flat.
9. That Smt. \_\_\_\_\_ d/o Shri \_\_\_\_\_ is my legally wedded wife.
10. I have read, understood and before filling the Application Form I have accepted all the terms and conditions of the Brochure of Housing Scheme – 2019 for SC/ST.

**DEPONENT****VERIFICATION:**

I, \_\_\_\_\_, do hereby verify that the facts mentioned in Paras 1 to 10 above are correct to the best of my knowledge and belief and nothing is false therein and nothing material has been concealed.

**DEPONENT****Place** .....**Date** .....

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## ANNEXURE-D

### AFFIDAVIT FROM SPOUSE (HUSBAND/WIFE)

(NOTE: This affidavit should be on a non-judicial stamp paper/e-stamp paper of Rs. 10/- and shall be attested by Magistrate/Sub-Judge/Notary Public and an extra stamp worth Rs. 5/- should be affixed thereon.)

Affidavit of Sh./Smt. \_\_\_\_\_ S/o/W/o Shri/Smt. \_\_\_\_\_  
R/o \_\_\_\_\_

I aforesaid solemnly affirm and declare as under:

1. That Shri/Smt. \_\_\_\_\_ -- \_\_\_\_\_ S/o/W/o \_\_\_\_\_ is my legally wedded husband/Wife.

### DEPONENT

### VERIFICATION:

I, \_\_\_\_\_, solemnly affirm and say that facts mentioned in Para 1 above are correct to the best of my knowledge and nothing is false therein and no material has been concealed.

DEPONENT

Place .....

Date .....





**UNDERTAKING**

(**NOTE:** This undertaking should be on a non-judicial stamp paper/e-stamp paper of Rs. 10/- shall be attested by Magistrate/Sub-Judge/Notary Public and an extra stamp worth Rs. 5/- should be affixed thereon.)

WHEREAS, I, \_\_\_\_\_ S/o/D/o/W/o  
Shri \_\_\_\_\_ R/o \_\_\_\_\_  
\_\_\_\_\_ on an application made to the Delhi Development Authority under the Delhi Development Authority (Management & Disposal of Housing Estates) Regulations, 1968 (hereinafter called the said Regulation) have been allotted a \_\_\_\_\_ (hereinafter called the flat.

AND WHEREAS under the said Regulation, it is obligatory on my part to form a registered agency with the Vice-Chairman, DDA for the management and administration of the common portions and common services attached to the flats, execute the conveyance deed for the flat and joint lease deed for the land, under the appurtenant to the flats before the possession of the flat is handed over to me.

AND WHEREAS I in my own interest have applied to Delhi Development Authority for the possession of the flat allotted for immediate occupation, before the completion of the various formalities required to be performed by me under the said regulations and execution and Application of the documents provided in the Regulations.

I, \_\_\_\_\_ S/o/D/o/W/o Shri \_\_\_\_\_  
R/o \_\_\_\_\_ on an application made to the Delhi Possession of the flat allotted being given to me earlier, I shall abide by all the terms and conditions that are set forth in the DDA (Management and Disposal of Housing Estates) Regulations, 1968, including the documents containing therein, or may be set forth in the Conveyance Deed for the flat and the joint lease deed for the land under the appurtenant to the flats by the Delhi Development Authority and shall sign and execute the same with the Delhi Development Authority and get the same registered at my own cost and expenses in the manner prescribed under the said Regulations within 90 days from the date of handing over the possession of the flat or such extended period as may be permitted by the Vice Chairman of Delhi Development Authority from time to time and that during the said period of 90 days of such extended period as may be permitted, I shall be responsible for looking after the maintenance of the common service attached to the flat allotted.

I, further undertake that we shall constitute and become, a member of the Registered Agency prescribed under the said Regulation and abide by the constitution, a model form of which I have read and understood.

I, also undertake not to make any addition and alteration in the dwelling unit allotted to me without obtaining prior and written permission from the DDA. It will be open to DDA to cancel the allotment and resume the possession of the dwelling unit, if I fail to fulfill the undertaking given herein.

Signed by me \_\_\_\_\_ on \_\_\_\_\_ day of \_\_\_\_\_ Two  
Thousand Nineteen.

In the presence of witnesses:-

- 1.
- 2.

**ALLOTTEE**

## ANNEXURE-F

(**NOTE:** Should be attested by Magistrate/Sub-Judge/Notary Public/Gazetted officer)

Specimen signature and photograph of

Shri/Smt./Km. \_\_\_\_\_ S/o/W/o/D/o \_\_\_\_\_

R/o \_\_\_\_\_

\_\_\_\_\_ and

Smt./Shri/Km. \_\_\_\_\_ S/o/W/o/D/o \_\_\_\_\_

Specimen Signature of Shri		Photograph of Shri
1		
2		
3		




Specimen Signature of Smt./Km.		Photograph of Smt./Km.
1		
2		
3		





## **DELHI DEVELOPMENT AUTHORITY**

Visit DDA's website - [www.dda.org.in](http://www.dda.org.in) and Click on relevant Icon in Online Public Service  
or Dial Toll Free No. 1800-110332

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