



श्यामा प्रसाद मुखर्जी पोर्ट, कोलकाता
SYAMA PRASAD MOOKERJEE PORT, KOLKATA
Formerly Kolkata Port Trust

General Administration Department

Estate Division

15, स्ट्रैंड रोड / 15, Strand Road
Kolkata - 700 001

दूरभाष/Phone : 2230-2045
फैक्स/Fax : 033-2230-4901

No. Lnd.5156/LMIS/III/21/385

Date: 28 JAN 2021

TO WHOM IT MAY CONCERN

NOTICE OF SURVEY

Sub: Physical Survey of Land of Syama Prasad Mookerjee Port
(Formerly Kolkata Port Trust).

This is to bring to your kind notice that Kolkata Dock System (KDS) of Syama Prasad Mookerjee Port (SMP), Kolkata, under the Ministry of Shipping, Government of India, intends to carry out comprehensive physical survey of its entire properties along with various associated features (including structures) under its jurisdiction for preparation of geo-referenced/geo-tagged maps of the land & its features, digitization of records and publishing geo-referenced information over web portal.

2. All the tenants/occupants of SMP, Kolkata, are hereby requested to grant/allow unhindered access of our survey team inside the properties of Syama Prasad Mookerjee Port (SMP), Kolkata, during this activity and provide them with relevant information, as per the Survey Form (attached in Annexure I). The survey team shall also take measurements within the property and capture photographs. Each member of such survey team will carry original authorisation letter from Syama Prasad Mookerjee Port (SMP), Kolkata with photo and Aadhar Number.

3. We appreciate your cooperation during this physical/field survey. In case of any questions or concerns, please contact the officers of Estate Division SMP, Kolkata, whose names are in Annexure II.


Estate Manager
Syama Prasad Mookerjee Port, Kolkata

एस. सेनगुप्ता/S. SENGUPTA
भूसम्पदा प्रबन्धक
Estate Manager
कोलकाता पत्तन न्यास
Kolkata Port Trust

Unique ID: _____

Name of the Surveyor: _____

Date: _____

SN	Item			Details		
1	Plate Details					
A	Plate No					
B	Concerned File No					
C	Location and Postal Address					
D	Area (Sq.m)					
E	Ward Number					
F	Zone Name					
G	Access details with boundary status					
H	Number of Buildings and Number of Floors					
I	Description and schedule of property					
J	Availability of Display Board					
2	Tenant Details					
A	Tenant's Name/ Vacant					
B	Tenant's Contact No					
C	Tenant's Address					
D	Type of Occupation					
	Long term Lease	License	Monthly Lease	Monthly License	Un-authorised Occupation	Rank Outsiders
E	Duration of Lease		10 yrs	15 yrs	20 yrs	30yrs
F	Purpose of Allotment					
G	Usage as Observed					
H	Condition of Boundary Wall					
	No Wall	Wall Constructed	Partial wall	Temporary Boundary Demarcation		
I	Possession Date					
J	Expiry Date					

K	Billing Details:					
i	Do you receive bill?			Yes	No	
ii	Do you pay bill regularly?			Yes	No	
iii	Billing address					
L	Willingness to relocate and rehabilitate					
M	Willingness to Pay					
3	Breach Details					
A	Encroachment Details					
	Activity in Encroached Premise					
B	Residential	Shops	Factory	Warehousing	Slum	Others
C	Unauthorized/sitting occupants' names, if any					
D	Area Encroached (Sq.m)					
E	Pending Due as per tenant					
F	Years of stay					
G	Details of Structure Encroached					
H	Amount of Rent					

SN	Item	Details		
1	Slum Details			
a	Total Households			
b	Type of structure	Pucca	Semipucca	Kutchra
c	Avg. DU size			
d	Age of slum			

Attachments:

- € Copy of Aadhar Card duly signed
- € Address proof (Water tax bill, electricity bill, telephone bill, Building sanction plan)
- € Photograph of Property
- € Copy of Agreement
- € Copy of last Bill

Syama Prasad Mookerjee Port, Kolkata (Formerly Kolkata Port Trust)

Annexure - II

Contact persons of the Estate Division of SMP, Kolkata.

Sl. No.	Name	Designation	Contact No.
1	Sri Samir Kr. Chowdhury	Asst. Estate Manager	9831183469
2	Sri Manoj Dutta	Asst. Estate Manager	9831183494
3	Sri. Pradip Hazra	Asst. Estate Manager	7980951259
4	Sri Tarak Prasad Chakraborty	Asst. Estate Manager	9831805411
5	Sri Biplab Paul	Asst. Estate Manager	9831183503
6	Sri Kartick Dhar	Asst. Estate Manager	9831183484
7	Sri Sudip Nandy	Asst. Estate Manager	8250238224
8	Sri Sujit Kr. Chowdhury	Asst. Estate Manager	9433086156