HOUSING AUTHORITY

SALE BY TENDER REGISTRATION FORM

SALE OF NON-RESIDENTIAL LOTS | CENTRAL • WESTERN • NORTHERN DIVISIONS

EOI REFERENCE: 24/26

The Chief Executive Officer
Housing Authority
PO Box 6472
Valelevu

1. SELECTION OF LOT AND TENDER OFFER

I/We wish to express my/our interest in purchasing the following commercial/civic lot(s). Enter your tender price for each lot you are bidding on.

No.	DP / SO	LOT	AREA m²	LOCATION	TENURE	ZONING	Lease Term	RESERVE PRICE (VIP)
01	SO9532	26	619	Tavakubu Phase 2	HA Sublease	Commercial	96	FJD _____
02	DP12359	35	582	Makosoi Subdivision, Pacific Harbour	HA Sublease	Commercial	96	FJD _____
03	SO10863	29	1,342	Covata, Labasa	iTLTB Lease	Commercial	96	FJD _____
04	SO10863	28	399	Covata, Labasa	iTLTB Lease	Civic (taxi / mini-market)	96	FJD _____
05	DP6380	1	4,077	Valelevu, Nasinu	HA Sublease	Commercial	99	FJD _____

2. APPLICANT / BUSINESS INFORMATION

Full name / registered business name	
Postal address	
Residential / office address	
Email address	
Telephone / mobile contact	

2.1 Please attach a brief organizational/business profile.

3. DOCUMENTS CHECKLIST

☐ Valid business registration certificate (Registrar of Companies / Charitable Trust)

☐ Commercial lots: comprehensive business plan, detailed concept proposal and business licence (if already obtained)

☐ Civic lot – taxi base: business plan, operational concept and business licence (if already obtained)

☐ Civic lot – mini-market: comprehensive business plan and concept proposal detailing proposed operations

☐ Tax Identification Letter

☐ Charitable Trust Search / Company Search

☐ Valid Tax Compliance Certificate

Attach documents relevant to your proposed lot and use.

4. FINANCING INFORMATION

Bank / financier that will assist you or your organisation/business with the purchase:

_____

5. PROPOSED COMMERCIAL / CIVIC USE

5.1 Intended use / type of activity to be carried out:

_____

_____

Any rezoning requires approval from the Director of Town and Country Planning, TLTB and other relevant authorities and is the applicant's responsibility.

5.2 Intended commencement date for the proposed commercial / civic activity:

_____

TLTB and HA lease conditions require construction to commence within two years of ownership of the lot.

6. TENDER DEPOSIT AND SALE CONDITIONS

• A bank cheque tender deposit of FJD $500.00 is required for each lot tendered.

• Applicants bidding on multiple lots must provide a separate FJD $500.00 deposit per lot. Multiple bids supported by only one deposit will not be considered.

• Sale of lots is subject to consent from Housing Authority and TLTB, as applicable.

7. APPLICANT DECLARATION

I/We declare that all information supplied in this registration form and supporting documents is true and correct.

Full name / organisation:

_____

Name and designation:

_____

Signature / stamp: _____ Date:_____

8. **IMPORTANT STATUTORY AND PLANNING INFORMATION**

- Section 29, Housing Act Cap 267 (as stated in the source form): An applicant for assistance who willfully withholds material information or knowingly makes a false statement commits an offence and may be liable on conviction to a fine not exceeding $200, imprisonment for up to six months, or both.
- False representation to obtain a benefit (as stated in the source form): A person must not knowingly make a false representation to a government officer, agent or representative to obtain a benefit. A contravention may carry a fine not exceeding $20,000, imprisonment for up to ten years, or both.

Planning use: Civic and open-space designations primarily support community and public services, including religious buildings, schools, kindergartens, libraries, fire stations, playing fields, community posts and taxi bases, subject to survey-plan use and regulatory approval. Commercial uses may include shops, restaurants, service stations and offices, subject to regulatory approval.

Please refer to the EOI advertisement for the tender-box locations and submission deadline.