



NEW TOWN KOLKATA DEVELOPMENT AUTHORITY

(A Statutory Authority Under Government of West Bengal)
Plot No. DG/13, Premises No. 04-3333, Action Area-ID,
New Town, Kolkata - 700 156

Memo No. 21/NKDA/EE-II/246/2022

Dated : 02.01.2025

Notification for Operation of Food Truck in New Town

With reference to NKDA notification no. 3527/NKDA/Admin (Estt.)-1154/2022 dated 13.05.2022 applications are invited from interested parties for operation of Food Trucks in New Town Kolkata in the selected zone :

Near Mother's Wax Museum, Action Area-II : The area in front of Mother's WAX Museum, facing the Major Arterial Road and Eco Park.

The process for applying for operating Food Trucks in New Town, Kolkata is given below :

1. All interested applicants can apply as per the proforma attached along with all documents and mail the same to ceo@nkda.in
2. All interested applicants must apply for obtain Trade License for a specific location from NKDA, if selected for the business.
3. Interested applicants may apply for on the proforma and submit the application (with all required documents) to ceo@nkda.in .
4. **List of documents Required :**
 - a. PAN/TAN Number.
 - b. Aadhar Number (for individual).
 - c. Company Registration Certificate (where applicable).
 - d. Updated vehicle papers including vehicle Registration Certificate and Insurance Certificate.
 - e. License issued by Food Safety and Standards Authority of India (FSSAI).
 - f. Proof of Ownership of Vehicles/Proof of lease or rent of vehicle.
 - g. Photo of the vehicle (including number place view)

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5. Terms and Conditions :

- I. The Food Truck operators will carry out business from their pre-designated locations only as allotted by Competent Authority within the locations each Food Truck will be allocated as space for operation.
- II. Food Trucks will be operational between 6:30 P.M – 12:00 midnight on all days (except Monday) or as directed from time to time by competent authority.
- III. Additionally, the food truck operators will have to specify their major category of offering/dishes served (to be ticked in the enclosed form).
- IV. The food truck shall not obstruct the right of way to the pedestrian or motorist in anyway.
- V. Operation of the food truck shall not cause any harm to the environment and the surrounding area people.
- VI. Operation of food truck will be restricted to the sale of approved and safe food items and beverages only. No alcoholic drinks or contraband will be permitted.
- VII. The vehicle must have maintained in proper working condition and should be free of visible damage including but not limited to rust dents, cracked or broken glass and chipped paint.
- VIII. Preferred size of the food truck will be in the range of (11 ft x 5 ft) - (14 ft x 7 ft) with separate driver seat (ideally).
- IX. The vehicle must be self-sufficient and shall not hook up or attach to any water sewer line of the New Town City Authorities Electricity may be provided by NKDA on payment basis.
- X. The operator should ensure cleanliness of the surrounding. This includes proper waste management to prevent littering around the trucks. Waste segregation must be practiced by the operators and in this regard two separate bins for collecting dry and wet waste should be kept. No liquid waste will be discharged on the ground or into a storm water drainage system.
- XI. The authority will select a specified number of food truck operators for each location mentioned above. If more applications are received per location, selection of the food truck operator will be done by lottery.
- XII. The city authority will have the right to suspend or revoke an operator's designated parking location. Food truck permit for violence of NKDA's food truck policy or for any other reason deemed suitable by the competent authority.

- XIII. Permission for operating food truck in NKDA area is temporary and provisional and can be withdrawn unilaterally by NKDA without assigning any reason in the public interest and no refund will be given.
- XIV. On selection, the food truck operator will be required to pay a sum of INR 2,500.00 per month to NKDA for operating the facility. The above rate would be excluding GST as admissible. (The above rate is subject to revision basis approval from competent authority).
- XV. Selected allottees will have to pay electricity charge, if required, as fixed by the authority for time to time.

Enclosures :

- a. Proforma for Application for Food Truck Business (Annexure 1)


Estate Manager-I
New Town Kolkata Development Authority

Memo No. 21/1(9)/NKDA/EE-II/246/2022

Dated : 02.01.2025

Copy forwarded for information to :

1. OSD & Administrative Officer (EM), New Town Kolkata Development Authority.
2. Administrative Officer, New Town, Kolkata Development Authority.
3. Chief Engineer, New Town Kolkata Development Authority.
4. Finance Officer, New Town, Kolkata Development Authority.
5. Executive Engineer (SWM), New Town, Kolkata Development Authority.
6. Executive Engineer (Elec.), New Town, Kolkata Development Authority.
7. System Manager, New Town, Kolkata Development Authority – with take n.a. to display the same in the official website of NKDA (www.nkda.org).
8. P.A. to Hon'ble Chairman, New Town, Kolkata Development Authority.
9. P.A. to the Chief Executive Officer, New Town Kolkata Development Authority.


Estate Manager-I
New Town Kolkata Development Authority

Proforma for Application for Food Truck Business (Annexure A)

Personal/Company Details of Applicant		
1.	Name of the applicant	
2.	Permanent Address	
3.	Registered Address	
4.	Contact Number	
5.	Email ID	
6.	PAN/TAN Number	
7.	Aadhar Number (for Individual)	
8.	Registration Number (for company)	
Vehicle Details		
9.	Vehicle No.	
10.	Vehicle Make	
11.	Vehicle Dimensions	
12.	Vehicle Ownership (Owned/Rented) Submit Proof	
Other Details		
13.	Preferred Zone/Location (indicate in order of preference)	A. Near Clock Tower, Action Area-I, B. Near Mother's Wax Museum, Action Area-II and C. In front of NKDA Cricket Stadium, Action Area-II
14.	Proposed Cuisines/Dishes to be sold from the outlet	a. Chinese, b. South Indian, c. Continental, d. Tandoor/Kebabs, e. Momo, f. Rolls/ Wraps, g. Burgers/Hot Dogs, h. Pizzas, i. Snacks and Sandwiches, j. Cakes, Cookies, Chocolates, Pastries, k. Chaats, l. Chops/Fries, m. Fruit and Fruit Juice, n. Ice Cream and Dessert. o. Sweetmeat/Confectionary, p. Tea/Coffee/other non-alcoholic beverages, q. Popcorns, r. Candy floss, s. Others (Please mention)
15.	Self-attested documents to be attached	a. PAN/TAN number b. Aadhar Number (for individual) c. Company Registration Certificate (where applicable) d. Updated vehicle papers including vehicle registration certificate and insurance certificate. e. License issued by Food Safety and Standards Authority of India (FSSAI). f. Trade License for moving vehicles issued by NKDA. g. Proof of ownership of vehicles /Proof of lease or rent of vehicle. h. Photo of the vehicle (including Number Plate view)

DECLARATION

I hereby declare that the above information and enclosed documents are true and proper to the best of my knowledge and belief, and I am interested in operating food trucks in the designated locations of New Town as per terms and conditions laid down by NKDA.

I have enclosed attested copy of the documents appropriate for me.

The decision of NKDA towards allotment of space in the designated locations will be final and we will abide by such decision without raising any objection/request/appeal in this regard.

Permission for operating food truck in NKDA area is temporary and provisional and can be withdrawn unilaterally by NKDA without assigning any reason in the public interest and no refunds will be given. The permission for operation of Food Truck will never give any right to operate in long term or any right and title to the operator.

Date:

Place :

Signature in full :