



HOUSING BOARD HARYANA
PLOT NO.C-15, AWAS BHAWAN, SECTOR-6, PANCHKULA
E-mail: cahbhpk1@gmail.com, Website: www.hbh.gov.in

HOUSING BOARD
HARYANA

No. HBH/CRO(PM)/A-1/2025/ 1169

Dated: 19-8-2025

To

IT-In-Charge
Housing Board Haryana
Panchkula

Sub: Fixing of Reserve price of D-reserve Properties / General Properties as per latest E-Auction policy of Housing Board Haryana approved by the Competent Authority.

Enclosed please find herewith the copy of amended E-Auction policy approved by the Hon'ble CM on dated 27.06.2025 for your further necessary action please.

DA/As above

Chief Revenue Officer (PM),
For Chief Administrator
Housing Board Haryana,
Panchkula.

Endst. No. 1170-1172

Dated 19-8-2025

A copy of above is forwarded to the following for kind information please:-

1. PA/Chief Administrator, Housing Board Haryana, Panchkula
2. PS/Secretary, Housing Board Haryana, Panchkula
3. Chief Accounts Officer, Housing Board Haryana, Panchkula

DA/As above

Chief Revenue Officer (PM),
For Chief Administrator
Housing Board Haryana,
Panchkula.

E-AUCTION POLICY OF HOUSING BOARD HARYANA CONTAINING DETAILED TERMS AND CONDITIONS FOR E-AUCTION OF RESIDENTIAL/ COMMERCIAL SITES AND ALL PROPERTIES OF HOUSING BOARD HARYANA (HBH)

"ON AS IS WHERE IS BASIS"

THROUGH E-AUCTION

Start of e-auction	AT 10.00 AM as per schedule and will continue till the bids are received for a particular site.
Close of e-auction	No new round for e-Auction will start after 06.00 P.M. for that particular day of auction.
Registration	The intended bidder has to register once for all types of properties in different stations in order to generate user-id and password for e-Auction. However, based on the selection of the properties, through https://hbh.gov.in/e-Auction
Online Registration Fee/EMD	All the intended bidders are required to deposit earnest money equivalent to 10% (Ten percent) of the reserve price of the property (for which the bidder intends to participate in auction) through NEFT/RTGS/Net Banking/by generating Challan for e-Auction. The e-payment of EMD shall be made in the stipulated time period specified under Clause-C relating to "HOW TO PARTICIPATE" of this brochure.

PORTAL FOR E-AUCTION: <https://hbh.gov.in/e-Auction> & <https://hbh.procure247.com/hhb-auction/home>

HeadOffice	Awashawan, Plot No. C-15, Sector-6, Panchkula
FieldOffice	Concerned Divisions and Estate Branches of HBH
WebAddress	https://hbh.gov.in & https://hbh.procure247.com/hhb-auction/home/
HelplineNo	9106196864/6354910157

A. DEFINITIONS :-

1. **RESERVE PRICE:** Starting price of bid for e-Auction determined by HBH for every property on the basis of market value of property.
2. **CA:** CA means "Chief Administrator" of Housing Board Haryana.
3. **EMD:** EMD means "Earnest Money Deposit" in respect of the property for which intending bidder wants to bid based on reserve price.
4. **FAQ:** FAQ means "Frequently Asked Questions" on E-Auction Portal.
5. **HBH:** HBH means "Housing Board Haryana".
6. **LOI:** LOI means "Letter of Intent" which is issued to the successful bidder on making the payment of the bid amount.
7. **RTGS/NEFT:** Real-time gross settlement) and NEFT (National Electronic Funds Transfer) are electronic payment systems that allow individuals to transfer funds between banks.
8. **PAN:** Permanent Account Number

9. **HUF:** Hindu Undivided Family under Hindu Law, a HUF is a family which consists of all persons lineally descended from a common ancestor, and also the wives and daughters of the male descendants.
10. **GST:** Goods and Services Tax
11. Scheduled date of auction: As per schedule.

B. ELIGIBILITY FOR PARTICIPATION:

1. Any person legally competent to enter into a contract as per The Housing Board Haryana Act 1971 will be eligible to participate in the e-Auction.
2. The intending bidder shall be required to deposit Earnest Money equivalent to 10% of the Reserve price of each property separately (for which the bidder intends to participate in e-Auction) before participating in the e-Auction. Thus, anyone intending to bid for more than one property shall be required to deposit the EMD for multiple properties he/she wishes to bid before participating in e-Auction. In other words, if an intending bidder wants to bid for more than one property, he/she must pay the processing fee and Earnest money for each property separately.
3. Any additional information regarding the sale of property through e-Auction can be obtained from the office of HBH during office hours on any working day.
4. **Documents to be submitted online with EMD**
The intending bidder(s) has to deposit the following documents online along with EMD:
 - (a) **In case of individual bidder:**
Self-certified copy of PAN Card, Aadhar Card, and passport-size photo of applicant(s) and authorized signatory.
 - (b) **In case of joint bid:**
A copy of PAN card and Aadhar card of each person, joint bidder(s).
 - (c) **In case of firm or company or an association of persons:**
The bidder shall furnish the certified copies of Board Resolution or Authorization in favor of the person making the bid along with the certified copy of Memorandum of Association, Articles of Association of Company, Partnership Deed, HUF etc. (whichever is applicable) and that the bidder has the authority to bid and enter into an agreement. A company, Firm, partnership, HUF etc. must be registered under relevant provisions of law.
5. The competent authority of HBH reserves the right to accept or reject any bid or withdraw any or all the properties from e-auction or cancel/postpone the e-auction, without assigning any reason.
6. The bidding will start from the Reserve Price.
7. In the event of default or breach or non-compliance of any of the terms and conditions as indicated above or for furnishing any wrong or incorrect information at any point at time of e-Auction and afterwards, the Competent Authority shall have the right to cancel the bid and forfeit the whole amount of EMD deposited by the bidder.

C. DETAIL OF SITES

1. Detail of vacant unsold properties of HBH put up in e-Auction is available on <https://hbh.gov.in/e-Auction> & <https://hbb.procure247.com/hhb-auction/home>

D. HOW TO PARTICIPATE :-

1. It will be the sole responsibility of the bidder/participant to make arrangements for a compatible computer terminal and internet connection etc. of sufficient speed to enable him/her to participate in the e-auction process.
2. The intending bidder who wants to participate in the e-Auction process will have to register himself/herself and obtain user ID and password on the e-auction portal, i.e. **hbh.gov.in**, he/she will deposit Earnest money (EMD). EMD are to be deposited online by either **generating challan through RTGS/NEFT before forty eighty hours of EMD end date or through Debit Card/ Net-Banking up to 12:00 A.M. before EMD end date.**
3. The intending bidders must ensure that the aforesaid amounts are remitted and verified back on the e-Auction portal as specified above so as to be eligible to participate in the e-Auction. In case of registration, challan generation, and remittance of the aforementioned amounts after the stipulated time for any reason whatsoever, HBH will not be liable for non-participation/automatic rejection of bidder by the e-auction portal.
4. **E-Auction will be scheduled for those properties, where minimum two EMDs are received, failing which the EMD deposited by the bidders shall be returned back to their profile/wallet or refunded on request of bidder within two days.**
5. The minimum incremental value will be as below:

Sr. No.	Minimum bid incremental value (In Rs.)	
	For 1 st , 2 nd & 3 rd Extension	From the 4 th extension onwards
1.	10,000	20,000

- (i) The 1st round of e-Auction will start at 10:00 AM on the scheduled date and will end after thirty minutes. However, in case any bid is received **within the last 10 minutes** before the closure of the first thirty minutes, then the time for closure would be extended automatically **by another five minutes.**
Example (for first extension):- The first round of e-auction will start at 10:00 AM and in normal course will end at 10:30 AM. However, if a bid is received between 10:20 AM till 10:30 AM, the first round gets automatically extended until 10:35 AM.
 - (ii) During the second extension, the auction time will be further extended by 5 minutes in case a bid is received in the last 1 minute. However, there will be no such extension if the bids are received during the first 4 minutes and no bid received in the last one minute. The same rule will apply to all subsequent extensions and will continue until no bid is received during the last minute of an extension round.
Example (for second extension):- However, if a bid is received between 10:34 AM until 10:35 AM, then the auction time will be extended for another five minutes i.e. 10:40 AM. This would continue until no bid is received in the last one minute of the extension period.
6. The bid for a group of similarly situated properties in same sector of same size and reserve price will be floated in one group. The highest bidder (H1) will have to select and submit his preference for a particular property within 10 minutes of the closure of that round. If the H1 bidder fails to select the property within the stipulated time of 10 minutes, the system will randomly select one property

from the available flats/shops/plots in the group, and the same will be allotted to the H1 bidder and will be assigned to him/her.

7. In the subsequent rounds of bidding, **the 2nd highest bid i.e. (H2) of the previous successful round will become reserve price for this round and the bidding will start from this reserve price. All the eligible bidders will have the option to outbid the said price within 30 minutes of the start of subsequent round. In case of outbid, the closing time of said round will be extended automatically by 05 minutes and further extension will follow as mentioned in 4(ii) of Section-D. However, in case no bid is received within the stipulated time, the subsequent rounds will start with the bid amount of H3. In case of unsuccessful subsequent rounds, the bidding will again start from the Reserve Price.**
8. **The intending bidder can bid in multiple bids at the same time in the different auctions in which he/she has applied and every bid he/she applied for will be displayed on the bidders' dashboard at the same time.**
9. **If the bidder fails to acquire a property, then he/ she shall be able to take part in other bids. This flexibility of EMD usage is provided to the bidder.**
10. No fresh round of e-Auction will start after 6:00 P.M. of that date of e-auction. However, fresh round of e-Auction of the balance property if any, out of the advertised properties shall start at 10:00 AM on the next day.
11. The Earnest Money (EMD) of the unsuccessful bidders (except H1 of each property) will be **refunded of bidder within 5 days positively**. Regarding acceptance and rejection of H1 Bid, Competent Authority shall take the decision within **fifteen working days** after the date of concluding the e-auction.

E. PAYMENT TERMS:

1. The intending bidder(s) shall have to deposit EMD @10% of the reserve price at the time of registration through online mode i.e. RTGS/NEFT/net banking.
2. No Registration fees for all properties.
3. After acceptance of the bid and verification of requisite documents, the successful bidder will be issued Letter of Intent (LOI). The LOI will be shown on the bidders' dashboard after approval of the Competent Authority. The bidder will be further required to deposit 25% amount of the quoted bid (after adjustment of EMD) amount within 30 days from the date of issuance of LOI. In case of failure to deposit the said amount within the above specified period, the LOI shall be stand automatically withdrawn without any further notice in this behalf and the EMD deposited shall be forfeited by the HBH against which successful bidder shall have no claim for damages.
4. The successful bidder has to deposit the amount by way of online payment through Net banking or through RTGS/NEFT or by generation of challan on the e-Auction portal. The link will be visible only to the Highest Bidder i.e. H1 of that property. No further communication in this regard shall be issued separately.
5. In case the full payment is not deposited within 3 years (i.e. in 6 half-yearly installments), a grace period of one month will be given to clear the pending dues and penal interest of 10% in addition to 10% normal interest (as stated above) shall also be charged on the delay period of the due amount. GST, if applicable, shall also be payable as per rules.
6. If full payment is not deposited even within one month's grace period, the allotment shall be cancelled, property will be resumed & 50% of the amount

deposited by the applicant shall be forfeited & rest 50% will be refunded without any interest.

F. POSSESSION :-

1. After receipt of 25% of the bid price, the allotment letter will be issued online through PMS portal and the physical possession of the property will be taken over by the successful bidder within 60 days of issuance of online system generated allotment letter failing which the allotment of flat shall stand cancelled, 10% of quoted amount shall be forfeited & rest will be refunded to the successful applicant without any interest.

G. ALLOTMENT LETTER:

Deleted.

H. RESUMPTION:

1. In the event of breach of any condition of the bid or allotment letter or HBH Regulations/Rules/Policies, the Competent Authority of HBH may resume the property in accordance with the provisions of the Haryana Housing Board Act, 1971 and the money deposited shall be refunded back after forfeiting 10% of total cost of the property, interest and other dues payable up to the date of resumption. However, no interest shall be paid on such amount to be refunded.
2. Upon resumption, the successful bidder/allottee will be free to remove the structure/debris/fixtures belonging to him, if any, within a period of three months of dispatch of resumption order at his own cost, failing which it shall be removed by the HBH at the cost of successful bidder/allottee.

I. OTHER TERMS & CONDITIONS:

1. The allotment of property shall be governed by the other terms and conditions as contained in the allotment letter appended to the provisions of HBH Act, 1971 the Rule/Regulations/Code/Instructions/Guidelines as may be applicable there and as amended from time to time.
2. The property shall continue to belong to Housing Board Haryana until the entire bid money together with interest and other outstanding dues to Housing Board Haryana on account of sale of that property are paid and deed of conveyance in favour of successful bidder/allottee is executed. The successful bidder/allottee shall have no right to transfer the property or create any title/right/interest thereon **without clearing the all outstanding dues & obtaining No Dues Certificate from concerned estate manager**. However, unless full price is paid and the conveyance deed is executed, the allottee may mortgage or create any right/interest on the property only to secure the loan amount against the property towards payment of price including dues etc. of the property but prior written permission of the Estate Manager concerned, Housing Board Haryana shall be mandatory.
3. On payment of 100% of the due amount/interest etc. the successful bidder/allottee shall get the Deed of Conveyance executed in his favor in the prescribed form and in such manner as may be directed by the Estate Manager, HBH concerned. The Deed of Conveyance shall be executed on making payment full price of the property/building. The charges for the registration and stamp duty will be paid by the successful bidder/allottee.
4. The allottee shall have to pay all general and local taxes, rates or cess

- imposed or assessed on the said property as applicable from time to time.
5. The property shall not be used for any purpose other than that for which it has been allotted. No obnoxious activity shall be carried out in the property.
 6. The property shall not be allowed to be subdivided or fragmented under any circumstances.
 7. The HBH shall not be responsible for leveling of uneven plot/land as the properties are auctioned on "As is where is basis".
 8. All disputes and differences arising out of or in any way concerning this allotment whatsoever shall be dealt as per the provision of the HBH Act 1971.
 9. The Chief Administrator, Housing Board Haryana reserves the right to cancel the bid/ allotment of any property at any time without assigning any reason and successful bidder shall have no claim on property whatsoever.

J. SURRENDER :-

1. If the bidder surrenders the property after the issue of allotment letter, 50% amount of total deposit against the property will be forfeited and the balance will be refunded without interest.

K. IN SECTION OF PROPERTIES :-

1. Public will be allowed to visit the properties to satisfy themselves before participating in the auction. The properties will be auctioned on "**as is where is basis**". The photographs/Layout plans and locations of all properties put for e-auction is available on the website of Housing Board Haryana i.e. <http://hbh.gov.in>.
2. The concerned Assistant Engineer, Housing Board Haryana shall be Nodal Officer to facilitate site visit by prospective bidder. The detail of the concerned Assistant Engineers has been provided on the website <http://hbh.gov.in>.

Annexure-I

Guideline for Online Payments at e-Auction Portal of Govt. of Haryana

Post registration, bidder shall proceed for bidding by using his Password. Bidder shall proceed to select the event he is interested in. The Bidder would have the following options to make payment for the tender document fee & EMD:

- A. Debit/Credit Card
- B. Net Banking
- C. RTGS/NEFT

Operative Procedures for Bidder Payments:-

A) Debit/Credit Card

The procedure for paying through Debit Card will be as follows.

- (i) Bidder selects Debit or Credit Card option in e-Auction portal.
- (ii) The e-Auction portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
- (iii) Bidder clicks on "Continue" button

- (iv) The e-Auction portal takes the bidder to Debit Card payment gateway screen.
- (v) Bidder enters card credentials and confirms payment.
- (vi) The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Auction portal.
- (vii) The page is automatically routed back to e-Auction portal.
- (viii) The status of the payment is displayed as "successful" in e-Auction portal. The e-Auction portal also generates a receipt for all successful transactions, The bidder can take a printout of the same.
- (ix) The e-Auction portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

B) Net Banking

The procedure for paying through Net Banking will be as follows.

- (i) Bidder selects Net Banking option in e-Auction portal.
- (ii) The e-Auction portal displays the amount and the card charges to be paid by bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Auction portal takes the bidder to Net Banking payment gateway screen displaying list of Banks.
- (v) Bidder chooses his/her Bank.
- (vi) The Net banking gateway redirects Bidder to the Net Banking page of the selected Bank.
- (vii) Bidder enters his account credentials and confirms payment.
- (viii) The Bank verifies the credentials and confirms with "successful" or "failure" message to the Net Banking gateway which is confirmed back to e-Auction portal.
- (ix) The page is automatically routed back to e-Auction portal.
- (x) The status of the payment is displayed as "successful" in e-Auction portal. The e-Auction portal also generates a receipt for all successful transactions. The bidder can take a printout of the same.
- (xi) The e-Auction portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

C) RTGS/ NEFT

The bidder shall have the option to make the EMD payment via RTGS/ NEFT/using this module, bidder would be able to pay from their existing Bank account through RTGS/NEFT. This would offer a wide reach for more than 90,000 bank branches and would enable the bidder to make the payment from almost any bank branch across India.

- I. Bidder shall log into the client e-Auction portal using user ID and password as per existing process and selects the RTGS/NEFT payment option.
- II. Upon doing so, the e-Auction portal shall generate a pre-filled challan. The challan will have all the details that are required by the bidder to make RTGS-NEFT payment.
- III. Each challan shall therefore include the following details that will be pre-populated:
 - Beneficiary account no: (unique alphanumeric code for e-tendering)
 - Beneficiary IFSC Code:
 - Amount:
 - Beneficiary bank branch:
 - Beneficiary name:
- IV. The Bidder shall be required to take a print of this challan and make the RTGS/NEFT on the basis of the details printed on the challan.

- V. The bidder would remit the funds at least T+ 1 day (Transaction + One day) in advance to the last day and make the payment via RTGS / NEFT to the beneficiary account number as mentioned in the challan.
- VI. Post making the payment, the bidder would log in to the e-Auction portal and go to the payment page. On clicking the RTGS / NEFT mode of payment, there would be a link for real-time validation. On clicking the same
- VII. The System would do auto-validation of the payment made.