

BASILICA OF OUR LADY OF THE MOUNT

Webpage: www/mountmarybasilicabandra.in

RULES AND REGULATIONS FOR STALL ALLOTTEES 2025

(For items such as religious articles, prepared food, toys, garments, books. Games will not be permitted)

BASILICA
STALLS RULES
21-Aug-25
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I. GENERAL INSTRUCTIONS

1. Basilica of Our Lady of the Mount has prepared temporary Stalls for hire to vendors for the Bandra Fair from Sunday, 14 September, 2025 to Sunday, 21 September, 2025.
2. The Stalls are temporary structures erected in keeping with directives of the civil authorities for the safety and convenience of pilgrims and visitors. Crowd movement and fire safety precautions are in place and we invite the cooperation of all for the general good of our visitors.
3. The Stalls are constructed by the Contractor appointed by the Basilica. The dimensions of the Stalls vary in keeping with the availability of space and safety directives of the civil authorities. It is the responsibility of the Contractor to ensure Fire Safety and other safety and security concerns.
4. The Stalls will be numbered in advance. Each Stall will have a specific number allotted by the management of the Basilica.
5. The Stalls will be available daily for business from 6:00am to 10:00 pm from Sunday, September 14, 2025 up to Sunday, September 21, 2025. All the stalls are to be dismantled by 6:00 a.m. Monday, September 22, 2025.
6. The Stall-Layout Plan will be on display at the Basilica Office and will indicate the Stall Numbers, location, dimensions.
7. No rights of any nature are created in favour of any Applicant or Allottee to the space of the stall allotted to him/her.
8. Stall Allottees are responsible for all Government statutory compliances including GST filing for activities in their respective Stalls.
9. The Basilica will not be liable for theft, damage or accidents (in the Stalls). Allottees are advised to insure their goods.
10. The Management of the Basilica reserves the right to allocate a temporary Stall to whomsoever it deems fit and proper.
11. A Stall allotted to a person in the past, **DOES NOT ENTITLE** that Applicant to claim any rights to space or stall this year or at any time in future.
12. A penalty of Rs 10,000/= per day adjusted against the Security Deposit will be imposed on the Allottee for non-compliance with regulations.
13. **Fire Precautions:**
 - a. **At the slightest suspicion of possible fire, the Fire Brigade shall be immediately alerted on their SOS NUMBER –101.**
 - b. **Smoking is strictly prohibited in and around the Stalls.**



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- c. No "Sigdis", open fires or clay ovens or any other cooking equipment, such as coal, wood, gas, microwave, OTG, electric appliances, are permitted within the Stall premises. **Strictly NO COOKING OR HEATING OF FOOD** is permitted in the Stall premises.
- d. All Stall Allottees must adhere to the general norms for fire safety.

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14. Electricals:

- a. All electrical installations will be carried out only by the Authorized and Certified Electrical Contractor appointed by the Management of the Basilica.

15. No Hawkers:

- a. The entire width of the "Steps" where the Stalls are located, is to be always free of hinderance, for the smooth passage of the pilgrims to and from the Basilica. This space must not be used for storage. If it is used by the Allottee during the night, the space must be cleared by 5:00a.m. on the two Sundays and by 6:00a.m. during the week.

16. Garbage handling:

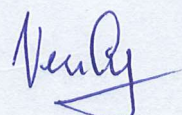
- a. Garbage, in any form, must not be thrown on the "Steps" or behind the Stalls or on the property of the Basilica but collected in bins within the Stall.
- b. Garbage is to be disposed of and deposited by the Allottee in the BMC Garbage bins.

II. ALLOTMENT OF STALLS:

- 17. Online Applications are invited by the Management of Mount Mary Basilica, Bandra, for temporary stalls during Mount Mary Feast 2025, against online payment of Rs 250/= (inclusive of GST). The Application Fee is non-refundable.

- 18. Please visit our website: www.mountmarybasilicabandra.in Go to HOME / STALLS 2025.

- a. Along with the Application, the Scanned copies of the following documents of the Applicant are to be uploaded where indicated:
 - i. AADHAR card showing Name, UID, Date of Birth, Address and PINCODE.
 - ii. PANCARD.
 - iii. PASSPORT SIZE PHOTO with WHITE background, Size 3.5cm x 3.5 cm.
 - iv. Uploading your Aadhar and PAN card indicates your consent to share your details for verification.
- b. Applicant's AADHAR card details submitted will be the criteria for verification of data.
- c. Payment is to be done online in three parts:
 - i. Application Fee → non refundable
 - ii. Security Deposit → only if Allotted a specific Stall
 - iii. Stall Hire Charges → for the Allotted specific Stall.
- d. Eligible for Allotment of a Stall:
 - i. Only those Applicant who have completed 18 years as on September 1, 2025, and above, are eligible to apply, as recorded in the Aadhar card.
 - ii. Each Applicant/Aadhar holder can make only ONE Application.
The Applicant will be disqualified if more than one application is made against the same Aadhar.
 - iii. ONE STALL WILL BE ALLOTTED TO ONE AADHAR APPLICANT.
 - iv. Applicant's AADHARcard details submitted will be the criteria for verification of data.



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19. A Stall will be Allotted only after scrutiny and verification of the documents submitted by the Applicant, as requested above. Applicants who fail to fulfil the requirements/criteria as stated above will be rejected by the said Management, whose decision will be final and binding on all and the Application Fee forfeited.

20. 130 Stalls will be available for hire to the Allottees. (See Location Chart at Basilica Office).

21. There will be a uniform rate of ₹ 600/= per sq ft excluding GST, for the hire of a Stall.

22. Security Deposit will be @ 50 % of the Total cost of Hire of the respective allotted Stall picked by lots.

III. DRAW FOR ALLOTMENT OF STALLS:

23. Stalls will be allotted through picking of lots only to those Applicants whose applications have been accepted after scrutiny and verification as stated above – only one stall to one Applicant-Aadhar holder. The entire proceedings will be “in camera”.

24. The Basilica reserves 20-25 Stalls for Churches, religious and charitable purposes. These Stalls will be called Reserved Stalls and will not be included in the Allotment list for hire.

25. There will be two containers:

Container A - having the **Application Form Numbers** (generated online), and

Container B - having the **Stall Numbers** (excluding those reserved by the Basilica).

26. There will be two picks:

a) One pick will be from Container A, holding Form Numbers;

b) And the second pick will be from Container B holding Stall Numbers.

27. The Form Number picked will be linked and allotted to the corresponding picked Stall Number.

28. There will be two categories of Applicants:

a) **LOCAL Category:** Only Residents of Greater Mumbai, that is, residents of Mumbai City and Mumbai Suburban District whose Applications have not been rejected.

b) **OPEN Category:** These will include those eligible applicants residing outside Greater Mumbai, and the balance eligible applicants of the Local Category who have not been allotted a stall in the first round.

29. There will be two rounds of allotment of stalls by lots. The first round will be for the Local Category Applicants and the second round will be for the Open Category Applicants.

30. In the first round, 70% of the stalls (excluding reserved stalls), picked randomly by lots as described in Nos. 24 to 26 above, will be reserved for the Local Category Applicants.

31. In the second round, the remaining 30% of the stalls will be allotted to the Open Category Applicants (as described in 27b above).

32. **RAC Category (Reservation Against Cancellation):** An additional 30 Applicants will be picked for RAC to fill any vacancy arising in all categories due to an Applicant choosing not to take a

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Stall, or being disqualified, or dropped or cancelled or failing to pay the Security Deposit and Stall Hire Charges in time.

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33. The RAC-Category will be allotted stalls in the sequence of their pick. The RAC-Category is not entitled to a Stall if there is none available.

IV. PROCESS AND SCHEDULE OF ALLOTMENT

Aug 22-25, 2025
(Sat)

Stage I:

- Application Form on our webpage (see No.18):**
Fill the Form and upload required documents of the Applicant. (Aadhar, PAN, Photo)
- Make payment online by UPI or Debit Card;
- Application Form No is issued online.
- Enter Application Form No and upload the receipt as instructed online.

Aug 26-27, 2025
(Tues-Wedn)

Verification and sorting of Applicants into two Categories (Local and Open) before Draw.

Aug 27, 2025
(Wedn)

Online **Lists of eligible Applicants in the two categories** (Local and Open).

Aug 30, 2025
(Sat) 10am to 6pm

Stage II: **Public DRAW for Stall Allotments at Basilica**
There will be 3 Categories: Local / Open / RAC.

Sept 2 (Tues)

Online **LIST OF FINAL ALLOTTEES.**
Eligible Applicants will be informed of the results of the Draw through their email, including payment details, if successful.

Sept 2-3-4, 2025
(Tues-Wedn-Thur)

Stage III: **Online pay Security Deposit & Hire Charges**
(last date Sept 4, 2025, else be disqualified).

Sept 9-10-11 2025

Stage IV: **Final Allottees visit Basilica Office:**

- for physical verification of their documents and receipts; (if disqualified, the Stall will be forfeited);
- to submit their online banking details for return of Security Deposit; and
- to collect their Identity-Card Pass to permitting them to occupy the Stalls from Sept 14-21, 2025.

Sept 14-21 2025
Sept 22, by 6 am

BANDRA FAIR
Allottees vacate Stalls.

Oct 21, 2025

Stage V: **Refund of Security Deposit** (latest by Nov 21, 2025).

Vernon Aguiar

Fr. Vernon Aguiar
Rector
August 21, 2025

