

LEASE RENT & MAINTENANCE BILL PAYMENT UTILITY

Standard
Operating
Procedure
(SOP) of
Lease
Rent &
Maintenan
ce Bill
Payment at
Investor
End.



Introduction

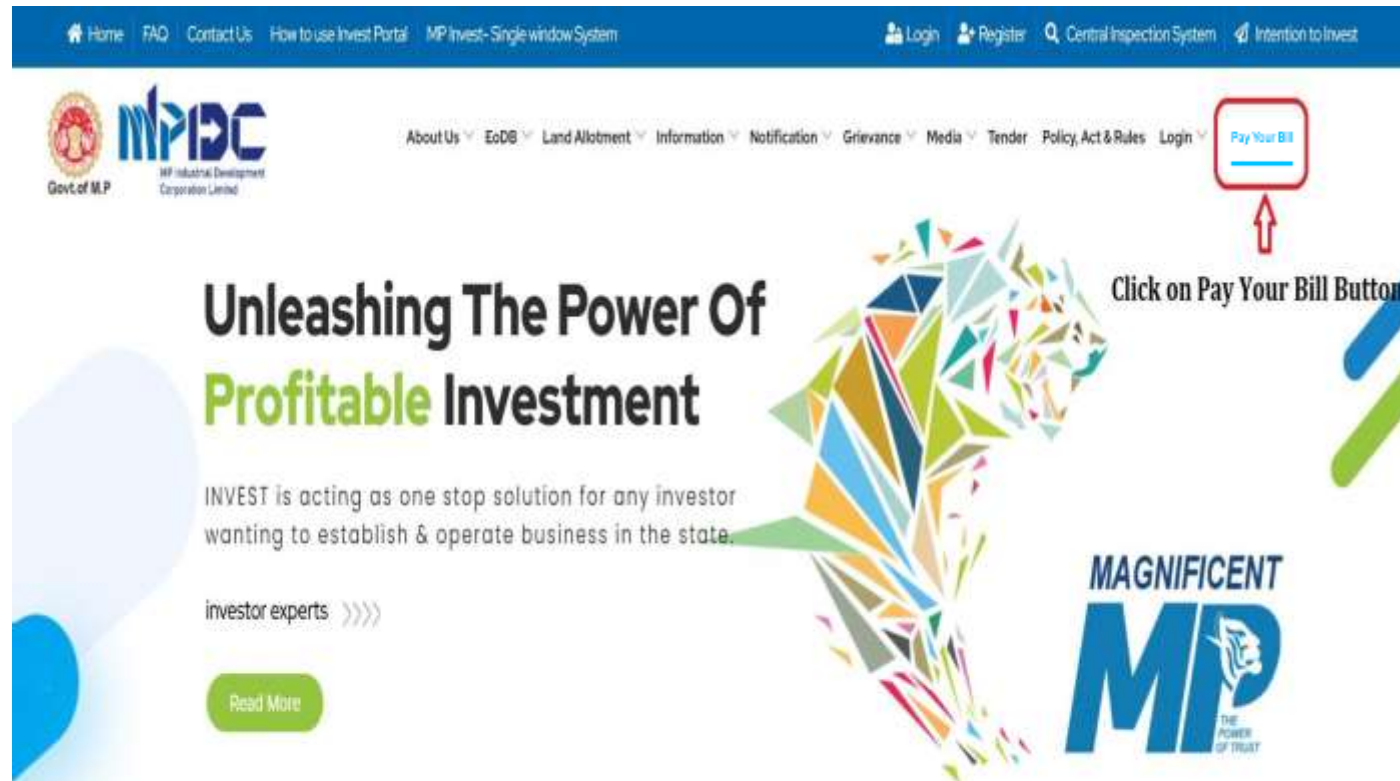
- MP Industrial Development Corporation has enabled Lease Rent & Maintenance bill payment from Public Portal.
- The user can pay their bills from the home page of the portal.
- Consumer can enter their Lease Number or Invest portal user id to check their payment details.
- Consumer can pay their bill online (Net Banking, NEFT/RTGS, challan) using the Invest 2.0

Step 1.1 - LEASE RENT & MAINTENANCE BILL PAYMENT PROCESS

Step-

1. Enter Url –
www.invest.mp.co.in

2. At header section there is option available for pay your bill.



The screenshot shows the website header with navigation links: Home, FAQ, Contact Us, How to use Invest Portal, MP Invest - Single window System, Login, Register, Central Inspection System, and Intention to Invest. The MPIDC logo (MP Industrial Development Corporation Limited) is on the left, and a 'Pay Your Bill' button is highlighted with a red box and an arrow pointing to it. The main content area features the headline 'Unleashing The Power Of Profitable Investment' and a sub-headline 'INVEST is acting as one stop solution for any investor wanting to establish & operate business in the state.' Below this is a 'Read More' button and the 'MAGNIFICENT MP' logo with the tagline 'THE POWER OF TRUST'.

Step 1.2 - LEASE RENT & MAINTENANCE BILL PAYMENT PROCESS

Step-1.

Enter Lease Number (Starting with ROL) or invest portal user id , Email id , Mobile Number & click on “ Get Bill Detail “.

* These Details are available in the previous bill.

The screenshot displays the MPIDC (Madhya Pradesh Industrial Development Corporation) website interface for utility bill payments. The page title is "Utility Bill Payment" with a breadcrumb trail: Home > Utility Bill Payment. The navigation bar includes links for Home, FAQ, Contact Us, How to use Invest Portal, MP Invest - Single window System, Register, Central Inspection System, and Intention to Invest. The MPIDC logo and name are visible on the left. The main content area features two service cards: "WATER BILL SUBMISSION" and "LEASE RENT & MAINTENANCE BILL SUBMISSION". The "LEASE RENT & MAINTENANCE BILL SUBMISSION" card is the focus, showing a form with the following fields and options:

- Service description: "Use this service to pay your Lease Rent & Maintenance bill payment through net banking, credit card, debit card, NEFT/RTGS."
- Payment method: Radio buttons for "Net Banking" (selected) and "Use New/Old Portal Login ID".
- Fields: "Lease No." (with example ROL-9790), "Mobile No." (with example 837005282), and "Email ID" (with example mpaingovindia.org).
- Example text: "for e.g. - ROL-9999".
- Action button: "Get Bill Details" (highlighted with a red box).

Step 1.3 - LEASE RENT & MAINTENANCE BILL PAYMENT PROCESS

Step-

User can check their pending bill and pay online.

Information of previously paid bills would also be available on the interface

The screenshot displays the MPIDC website interface for utility bill payments. The header includes navigation links such as Home, FAQ, Contact Us, and Register. The main content area is titled "Utility Bill Payment" and contains two primary service cards:

- WATER BILL SLOWDOWN:** This card provides instructions for paying water bills through net banking, credit card, debit card, NEFT/RTGS. It includes a form with fields for Connection No., Mobile No., and Email ID, and a "Get Bill Details" button.
- LEASE RENT & MAINTENANCE BILL SUBMISSION:** This card provides instructions for paying lease rent and maintenance bills through net banking, credit card, debit card, NEFT/RTGS. It includes a form with fields for Lease No., Mobile No., and Email ID, and a "PAY NOW" button. The "PAY NOW" button is highlighted with a red box.

The "LEASE RENT & MAINTENANCE BILL SUBMISSION" form contains the following data:

Lease No.	Mobile No.	Email ID
RCL-0790	8870085262	maya@pnpallstatego

Example: RCL-9999

Industry Name	Amount	Pay Now
M/S Vay Parde	930	PAY NOW

Step 1.4 - LEASE RENT & MAINTENANCE BILL PAYMENT PROCESS

Step-

1. When the user clicks on make payment button, user can view their Bill details

2. User will select the payment mode (Online or Neft / RTGS)

MPDC
Madhya Pradesh Industrial Development Co. Ltd.
GEMAMP BHOVARU, T.S.,
Area 15th Block (Madhya Pradesh)-480001

Invoice No : **1012106002190**
Invoice Date : 20190208

Industry Details

Industry Name : GUN WESTON THERMO	Lease No. : 001-4706
Proprietor :	Lease From : 20151004
Phone Number : 9896088888	Lease To :
Email id : test@gmail.com	Industrial Area / Mandal :
Address : PLOT NO. 14 B, SECTION NEW INDUSTRIAL AREA, MANDSEER	City : Bhopal

Payment Information:

Payable Amount : ₹ 47,232
Amount in words: Forty Seven Thousand Two Hundred Thirty Two Rupees Only

#	Head Name	Amount (in INR)
1	Yearly Lease Rent	3,344
2	30% of Yearly Lease Rent @0%	339
3	30% of Yearly Lease Rent @0%	339
4	Annual Maintenance Charge of Industrial Area (AMC) per Sqm }	38,588
5	30% of Maintenance @0%	3,175
6	30% of Maintenance @0%	3,175
7	Interest @6 per 100 of Yearly Lease Rent	1,881
8	30% of Interest @0%	0
9	30% of Interest @0%	0
10	Old Lease Amount	0
11	30% of Old Lease Amount	0
12	30% of Old Lease Amount	0
13	Old Maintenance Charge	0
14	30% of Old Maintenance Charge	0
15	30% of Old Maintenance Charge	0
16	Old Interest	0
17	30% of Old Interest	0
18	30% of Old Interest	0
19	30% of Maintenance (A)	750
20	30% of Lease Rent (A)	0
Payable Amount		₹ 47,232

In Words : Forty Seven Thousand Two Hundred Thirty Two Rupees Only

Select Payment Method

Online Payment Gateway (Credit card, Debit Card, NetBanking, UPI or Wallet payments)

NEFT / RTGS

Step 1.5 - LEASE RENT & MAINTENANCE BILL PAYMENT PROCESS

Step-

For NEFT/RTGS mode challan has to be downloaded for subsequent payment.



RTGS / NEFT (Tick the Appropriate box)	
Beneficiary Details Name : Madhya Pradesh Industrial Development Corporation Ltd. Account No. : IDCJB400000014 BANK : HDFC BANK LTD. IFSC Code : HDFC0004989 Date : 28/12/2021 Check No. : _____ Amount : _____ Signature / Stamp by bank staff 	Please remit the funds as per details provided through RTGS / NEFT (Tick the Appropriate box). Remitter Details Branch Name : _____ Date : ____/____/____ Customer Name : _____ Account No. : _____ Cheque No. : _____ Mobile No. : _____ Tel No. : _____ Beneficiary Details Name : MP INDUSTRIAL DEVELOPMENT CORP LTD Address : CEDMAP BHAWAN, 16-A, Anand Hills Bhopal (Madhya Pradesh)-462001 Account No. : IDCJB400000014 Bank Name : HDFC BANK LTD Branch : Karjurmang Branch, Mumbai IFSC Code : HDFC0004989 Amount (in Figure) : 718.05/- Amount (in Words) : Seven Hundred Eighteen Only Remarks : _____ Signature of Authorized Signatory 1 st Signatory 2 nd Signatory 3 rd Signatory

Step 1.7 - LEASE RENT & MAINTENANCE BILL PAYMENT PROCESS

Step-

1. For online Payment user is redirected to payment gateway.

Where the user select bank & make payment .

The screenshot displays the HDFC Bank SmartHub payment gateway interface. At the top, the logos for HDFC BANK and SmartHub are visible. A red banner at the top center indicates "Time left to complete transaction 14:26 mins". The interface is divided into several sections:

- Billing Information:** A blue sidebar on the left contains the following details:
 - Amount: INR 5464.36
 - Order No: 21120000008201
 - Merchant: MP INDUSTRIAL DEVELOPMENT CORP LTD
 - Website: <https://invest.mp.gov.in>
- Payment Method:** A dropdown menu is set to "NET BANKING".
- Merchant Name:** A dropdown menu is set to "AvenuesTest".
- Payable Amount:** Displayed as "INR 5464.36 Payable Amount".
- Action Buttons:** A prominent red "CONFIRM PAYMENT" button and a smaller blue "Cancel" button are located at the bottom right.

Step 1.8 - LEASE RENT & MAINTENANCE BILL PAYMENT PROCESS

Steps-

1. After making payment user can download payment receipt.

Payment Successful

Payment received successfully for the given transaction details. Kindly check your dashboard for further action.

Transaction Details

Invoice No	1042110000120	Payment Reference No	1042110000120.001
Payment Date	2021-12-16	Payment Mode	Online Payment
Amount	₹ 5,464		

Payment Receipt

[Download Payment Receipt](#)

[Back To Home](#) [Process Next Payment](#)

Step 1.9 - LEASE RENT & MAINTENANCE BILL PAYMENT PROCESS

Steps

Payment receipt of bill payment.



MP INDUSTRIAL DEVELOPMENT CORPORATION LTD.



1012105002191

Madhya Pradesh Industrial Development Corporation Ltd
CEDMAP BHAWAN, 16-A,
Aeris Hills Bhopal (Madhya Pradesh)-462001
GSTIN No. - 23AACCM6000D1ZU

Lease Rent & Maintenance Bill Payment Receipt

Paid

Invoice Number
1012105002191
Industry Name : M/S Vijay Patidar
Proprietor : PROPRIETORSHIP
Phone Number : 8718060925
Email Id : cvvijaypatidar@rediffmail.com
Plot Number : 32

Reference Number
1012105002191L001
Lease No : ROL-9790
Lease From : 22/03/2018
Lease To : 22/03/2117
Industrial Area : Bagroda
Address : 09, Chanakya, Chinar Fortune City, Hoshangabad,
Bhopal
City : Bhopal

Receipt Details		
1	Paid Amount	9,884.02
2	Payment Received At	29/12/2021
3	Mode of Payment	Online Payment
4	UTR No/ Cheque No/Fund Transfer	NA
5	Transaction Number	TXN574750282093
6	Billing Date	29/12/2021 12:07 PM
Total Amount :		9,884.02
Total Amount (In Words) : Nine Thousand Eight Hundred Eighty Four.		

Disclaimer : This is system generated invoice does not need any physical signature



THANK YOU