

DATE: 06/04/2024.

TO,
THE SECRETARY/CHAIRMAN
MALAD CHS LTD.
STATION ROAD, MALAD EAST.
MUMBAI – 400097

**Sub.: Proposal for Services of Project Management Consultancy (PMC) for the Proposed
Re-development of Your Society.**

With reference to above mentioned subject, we would like to thank the Society for giving us an opportunity to express our Interest to provide our unique & expertise professional services of Project Management Consultancy.

As we all know that Project Management Consultancy (PMC) is crucial to success of any project, we would be keenly interested to offer services in all the stages from start to completion of the project in time assuring the best quality of work.

A brief introductory credential of each of our team member is incorporated vide our company profile sent to you here with for your information.

We have an in-house expertise of Structural Engineers, Architects and Legal Advisors in society matters & govt. procedures, Tax Consultants with the knowledge about direct & indirect taxation coupled with all the commercial terms which are required by our clients.

On account of this we are able to provide our esteemed clients with an umbrella of all the required services from a one point contact source which is of paramount importance for the redevelopment of any society.

We are empanelled with more than 80 redevelopment projects (completed & undergoing). in the various parts of Greater Mumbai & a number of Civil and Structural Consultancy assignments from Government / Semi Government Organizations as well as Housing Societies / Complexes in Greater Mumbai.

We assure you that the entire procedure as per 79-A (GR) will be strictly followed. We shall offer our expert legal assistance with regards to execution of conveyance as and when required.

PHASE 1: PRE-CONSTRUCTION PHASE

Part A - Onboarding of new PMC

1. Meeting with Core team members of PMC, Redevelopment committee and Managing committee to understand the process and progress happened till now on the redevelopment project of the Society.
2. Review and verification of all the documents required for the redevelopment project of the Society. Support and guide in getting the necessary documents for redevelopment which are not available with Society from regulatory authorities, etc.
3. Review of tender documents published by the Society for redevelopment and provide suggestions and guidance on next steps in the best interest of redevelopment project of Society
4. Review of tender document and other submissions of 5 shortlisted developers.
5. Review of comparative chart prepared by the erstwhile PMC and provide suggestions for improvement and inclusion of additional factors in comparative charts which will be prepared after receipt of final offer from developers.
6. Prepare and finalize the project charter with key activities and milestones with estimated deadlines for each activities of this engagement.
7. Prepare feasibility reports under regulation no. 33(9) of DCPR 2034, considering the tender document, offer received, etc.

Part B – Execution of Phase 1 work by new PMC

1. To assist the society in selecting the most suitable developer for the redevelopment project of the Society by:
 - Attending the Profile and Plan Presentation of 5 shortlisted developers,
 - Provide constructive feedback and suggestions on the proposed plan of developers,
 - Site visits of developers recent development projects,
 - Assist Society in negotiations of the offers received from developer by actively participating into meetings with developers,
 - Comparing the feasibility report of developer with the feasibility report prepared by PMC,
 - Sharing the benchmarks and general practice about the most recent trend for various attributes of offers from developers like monthly rent amount, corpus fund, discounted rate for additional area, bank guarantees, security deposit, lien of sale area, etc, and help to achieve above in the best interest of society
 - Other activities which are essential for selection of most suitable developer.
2. Prepare comparative chart for 5 shortlisted developers based on the final offer received from developers. The parameters in the comparative chart shall be exhaustive and covering all the key aspects of the offer from the developer.
3. Evaluation of developer for further shortlisting of developer shall be done considering the below parameters:
 - Commercial offer,
 - Feedback based on Site Visit,
 - Financial strength of the developer,
 - Technical capabilities and experience of the developer,
 - History of Legal case of the developer, and
 - Any other parameter, which may deem fit

4. Assist Society to further shortlist developers and prepare a terms sheet of all the important terms of all the further shortlisted developers to avoid issues at the time of development agreement.
5. Prepare documents for submission to Registrar and assist Society in conveying the Special General Body Meeting for final selection of the developer in accordance with the requirement of 79(A).
6. In the best interest of members of the Society, assist in finalisation of technical details and important clauses in Development Agreement, Power of Attorney, Individual Consent, Permanent Alternate Accommodation Agreement ('PAAA'), etc.
7. Verification and analysis of all the revised drawings submitted to the Municipal Corporation / MHADA by the developer from time to time for obtaining the permissions and also verification of areas and suggestion of Design changes as per the requirements of the society. Analysis and checking of the IOD and CC.

Status update reports for Phase 1

Fortnightly review and update of the project charter report covering the progress against timelines and Look ahead plan for next 2 months.

PAYMENT SCHEDULE FOR PHASE 1 :

<u>Sr. No.</u>	<u>Particulars</u>	<u>Amount (Rs.)</u>
<u>1.</u>	<u>Phase I A: On Appointment</u>	<u>Rs:1,25,000+ G.S.T</u>
<u>a</u>	<u>Submission of Feasibility Report & suggestion on existing Tender Document</u>	<u>Rs:1,25,000+ G.S.T</u>
<u>2</u>	<u>Phase I B:</u> <u>On finalisation of the most preferred Developer</u>	<u>Rs:1,25,000+ G.S.T</u>
<u>a</u>	<u>On Registrar Visit for selection of developer</u>	<u>Rs:1,25,000+ G.S.T</u>

PHASE 2: CONSTRUCTION PHASE

1. Architectural and Structural design support in the best interest of society.
2. Co-ordinate implementation as per Architectural & RCC drawing requirements and ensure compliance to standards as specified in the development agreement and standard civil Engineering practice.
3. Cross checking and verifying
 - Various Structural and R.C.C. Design plans as approved by the BMC/MCGM/MHADA or any other authority.
 - Architectural plans and Elevation of buildings, etc. as per the approved plans by the relevant authority.
4. Appointment of full time qualified & experienced personnel's by PMC at the site with Strict Supervision at construction site.
5. Chief Architect / Project Engineer / Project manager of PMC shall visit site at least twice in a month and shall attend all important meetings with developers and nominated personnel's of Society.
6. Monitoring and checking the materials received on site for the quantity and quality. Ensure Quality control and adherence to material specifications as per the development agreement and best practices.
7. Periodically perform laboratory test of various construction materials received prior and / or during its use.
8. Monitor project progress with plans and facilitate completion of project in targeted time and provide feedback to nominated personnel's of Society with progress update and mitigation plans, in case of any envisaged delay in the progress.
9. Facilitate smooth co-ordination with Developers team, Solicitors, Contractors (including Piling contractors), Consultants (including RCC consultants, Electrical consultant, plumbing consultant geo technical consultants, Landscaping consultant), Lift agency and other related agencies working in the project.

Status update reports for Phase 2

During Phase 2, detailed monthly progress report to be prepared and shared with the Society. The report shall cover the current status of actual vs. plan, Look ahead plan for Next Three Months, actual photographs of construction site.

PHASE 3: POST CONSTRUCTION HANDOVER BY DEVELOPER AND TAKEOVER BY MEMBERS

1. To ascertain the new shops and residential flats area, amenities, internal fittings like tiles, electric and bathroom fittings, etc. are as per the agreed terms of development agreement and PAAA.
2. To ascertain various completion certificates as insisted by BMC and other Government authorities are obtained by the developer.
3. To ascertain that all the relevant / necessary permissions / approvals are obtained before existing society members occupy their new premises.
4. To assist Society to get all the plans, documents, guarantees or warranties from the developer for infrastructure installed in society.
5. Assist Society to get all Architectural Drawings, Structural Drawings, Electrical Drawings, Plumbing and Sanitary Drawings, and Finishing Drawings for every individual new flats, from the developer.
6. Prepare snag list and check the completed snag list with the developers engineer before handover of the building to the society.
7. Prepare completion report at the end of the project and prepare master file with all the submitted documents /permission papers and plans of the entire project in hard and soft copy format.

On completion of all the deliverables PMC to issue a letter to the Society that all the activities related to engagement is completed.

Engagement Governance and Hygiene

1. Address queries of the Society members / Managing Committee / Redevelopment committee with respect to redevelopment project,
2. Attend in-person meetings with managing committee and redevelopment committee for the purpose of effective functioning of redevelopment work of the Society,
3. Assist in compliance of Government resolution for redevelopment of Society dated July 4, 2019. To support by providing necessary guidance for the information that shall be uploaded on the Society's website.
4. Assist in drafting the agenda and minutes of the Special General Body Meeting and support in reply to notices / letters, if any, by providing inputs on the draft replies.
5. Attend all General body meetings with respect to Redevelopment of Society.
6. Ensure smooth co-ordination at all times between the legal advisors, other consultants, developer's team of professional, managing committee members and redevelopment committee members.
7. Allocate 2-3 members on our society's redevelopment project.
8. Proactively inform about the latest changes, amendments in the regulations impacting the redevelopment project of the Society.

Payment Terms: (Fees for entire Project Constructed area after Redevelopment.)

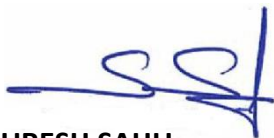
Sr. No.	Particulars	Amount (Rs.)
1.	Our Professional charges for Phase 1 as scope of work mentioned	<u>Rs. 5 Lakhs in Lumpsum + GST</u>
2.	Our Professional charges for Phase 2 & 3 as scope of work mentioned. Which will be mutually agreed between PMC. Developer and society	<u>Rs. 2 Crore in Lumpsum + GST</u>
3a.	Legal Consultant for vetting DA, POA, PAAA	<u>Rs. 25 Lakhs in Lumpsum + GST</u>
b.	Service of C.A	<u>Rs. 2 lakhs in Lumpsum + GST</u>
c.	Society Legal Consultant for answering routine letters	<u>Rs. 5 Lakhs in Lumpsum + GST</u>

PAYMENT SCHEDULE FOR PHASE 2 & 3 :

SR. NO.	DESCRIPTION	PERCENTAGE
1.	On issue of LOI to developer	15%
2.	On MOU/ DA between society & Developer	15%
3.	On Finalization of Plan of the society	10%
4.	On vacating the existing building	10%
5.	On completion of Foundation	10%
6.	On completion of Plinth	10%
7.	On completion of RCC frame (The percentage will be equally divided into numbers of floor slab)	10%
8.	On completion of Brickwork (The percentage will be equally divided into numbers of floors)	5%
9.	On completion of internal, external plaster & Painting works	5%
10.	On completion of Plumbing, Electrification & Interior works	5%
11.	On obtaining Occupancy certificate	5%

Thanking you,

FOR SUPREME ENGICONS (INDIA) PVT LTD



SURESH SAHU

(Managing Director)

Hon. Doctorate in PMC

B.E. (Civil), F.A.C.C.E., M.P.E.A.T.A.,

M.A.C.I., M.I.S.S.E., M.I.E., M.I.I.B.E.,

M.I.G.S., M.P.V.A., M.I.I.I.D., M.I.S.N.T.,

Contact No- 9820146623