

Ref No: ARCH/OL-26/18-19
Date: 21.11.2018

To NAVYUG MULTICON PVT. LTD
M/s.
63A, Sarat Bose Road, 4th Floor,
Kolkata - 700025.

**Sub. Offer Letter for engagement as Architect
Prem.no- 159, Rash Behari Avenue, Kolkata.**

Sir,

Pursuant to the discussion we had at your office regarding engagement as Architect for your project 'Proposed G+5 storied residential building at 159, Rash Behari Avenue, Kolkata, U/R-142 of K building rules 2009. We find pleasure in enclosing herewith the following:

SCOPE OF WORK

1. Preparation of preliminary scheme design keeping in view your requirement and other relevant factors.
2. Preparation of Municipal Architectural, structural drawings and design on finalization of preliminary schemes and assist you to get formal sanction.
3. Preparation of Brochure drawing of the project with furniture layout plan, ground floor plan, layout plan of the proposed building.
4. Preparation of architectural and structural working drawings on the basis of the sanction plan project.
5. Preparation of Elevation drawing and necessary exterior details
6. Preparation of plan showing layout of electrical points, sanitary and plumbing layout.
7. Preparation of detail drawings for Doors and Windows, Grills, Gate, Railing, Boundary wall etc
8. Preparation of sanitary and plumbing detail, Toilet & Kitchen details, Inside site drainage layout detail of underground and over-head reservoir, fire fighting reservoir.
9. Preparation of drawings for obtaining provisional N.O.C from W.B.F.E.S and assist you to get N.O.C, Preparation of Tender document for installation of fire fighting system as per the guidelines of W.B.F.E.S.
10. Preparation of finish schedule(colour scheme) & completion drawing for Occupancy Certificate (Only one time)
11. Periodical supervision of construction to inspect the architectural part of construction.
(Structural supervision shall be done by the Empanelled Structural Engineer appointed by me.)

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SCALE OF FEES:

The total fees for the above noted jobs as per the details incorporated in 'Scope of Works' will be at a rate of L.S. Rs. 9,00,000/- (Rupees Nine Lakhs Only). (The above mentioned fees includes the fees of Engineer)

* Goods and Service Tax @ 18 % (or prevailing rate) will be charged extra on bill amount.

Our quote of professional fees is valid for twenty four months from the date of sanction. If the project is not complete within that period then incremental fees will be @ additional Rs.6.00/- for every year beyond the said time schedule for the remaining work pro-rata basis.

TERMS OF PAYMENT:

The terms of payment will be stage wise as follows:

1. Token advance along with letter of confirmation : Rs. 1, 00,000/-
2. On submission of plans to K.M.C : Rs. 1, 00,000/-
3. On getting sanction from K.M.C : Rs. 2, 00,000/-
4. On completion of foundation : Rs. 1, 00,000/-
5. On completion of superstructure (G +5) : Rs. 2, 00,000/-
6. On completion of external brick wall : Rs. 1, 00,000/-
7. On issuing of completion certificate : Rs. 1, 00,000/-

OTHER TERMS & CONDITIONS

1. You will have to provide proper Survey drawing of the site with exact boundary measurement Soil Test report for existing soil conditions.
2. An experienced Site Engineer has to be appointed by you on your site for regular supervision of your project.
3. You will have to provide all documents/evidence for compliance of Rule-142 as required by KMC.
4. All out of pocket expenses on account sanction from KMC/ observation of Ch V/s Dept. / N.O. from K.I.T, WBFES or obtaining Completion Certificate or sanction U/R- 26 has to be separately borne by you.

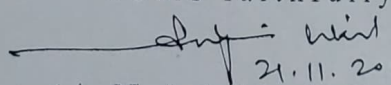
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5. All the agencies engaged in the construction of the project should be reputed & experienced to good credentials.
6. In case of any specific requirements of specialized services of other agencies on the project shall be charged extra.
7. In case of any service in addition to the scope of service given above, compensation for additional service will be made on mutually agreeable basis.
8. Preparation of drawings U/R-26 for regularization of internal and external changes from B.S.P Partial Occupancy if required shall be charged extra @ L.S Rs. 1,00,000/- (Rupees One Lakh for each submission.
9. Checking of any contractor's bill is not included in our scope of work.
10. Any major revision will be treated as fresh work and shall be charged additionally.
11. Preparation of B.O.Q and estimates if required shall be charged extra @ Rs. 2.00/- per sq.ft.
12. Name of the architect and structural engineer and building sanction number has to be prominently displayed at site during construction period
13. All split / VRV A.C concealed piping has to be done simultaneously at the time of Civil work as per drawing
14. Supervision will be withdrawn if any construction is done in contravention or deviation to the working drawings issued by us or by the structural engineer. Elevation details, colour scheme, design of grill, gate, boundary wall, driveway etc has to be strictly as per the drawings specification issued by us.
15. In case the project does not proceed further due to any reason what so ever or in case of termination of our services from the either side, my chargeable fees shall be calculated as per the mode of payment mentioned above, upto that stage that we have rendered our services.

I hope you will find my offer most reasonable and acceptable. Assuring you my best service and attention for now and ever. Kindly sign the duplicate of this letter as a token of your acceptance.

Thanking you

Yours faithfully


21.11.2018
(ANJAN UKIL)


ACCEPTED