

*B. H. Wadhwa & Co.*

• ARCHITECTS • ENGINEERS • SURVEYORS  
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Date: 03/12/2019

To,  
Vijay Vihar C.H.S Ltd,  
CTS No 1634-A,  
V.N. Purav Marg, Chembur,  
Mumbai 400071.

**Sub :-** Scope of work as PMC cum Liasoning Architects for redevelopment of existing buildings on plot bearing CTS No1634A of Village Chembur, V.N.Purav Marg, Chembur, Mumbai 400071.

Dear Sir,

Mentioned below is the scope of work as Architects of the project. It is to further mention here that, the redevelopment project, if awarded to us, shall be undertaken as PMC cum Liasoning Architects.

**1. Preparation of Feasibility Report, Drafting of Tender and Selection of Developer**

Feasibility Report based on project Development and Planning rules and regulations. This report will include :-

1. Existing plot area,
  2. Existing built up area,
  3. Maximum possible built up area,
  4. Total project cost,
  5. Revenue generation statement etc.
- We may refer to the records available with the society or we may approach the concerned department for further details. Preparing options of requirements of society members i.e. in terms of area, corpus fund, extra area requirement.
  - Preparing tender document with conditions / requirements of society members, technical specifications of works.
  - Preparing selection criteria for the prospective builder, preparing draft of offer letter from the developer.
  - After receipt of tender, scrutinizing the offers received from prospective developers, and evaluating the Technical and Financial bids, preparing comparative statement of the offers. Visiting sites of bidders along with society's committee, preparing site visit report and technical evaluation statement.
  - Negotiating with the various bidders along with the society's committee, preparing financial evaluation statement, helping the society in final negotiation meeting.