

# TILAK NAGAR TRIBHUVAN CO-OP. HSG. SOC. LTD.

(Regd. No. BOM/W-M/HSG. (OH) 4547 OF 1989-90)

Building No. 128, 129 & 130, New Tilak Nagar, Chembur, Mumbai - 400 089.

Ref. No. \_\_\_\_\_

Date : \_\_\_\_\_

Date 29/04/2025

✓ M/s. Ellora Project Consultants Pvt. Ltd. ,  
321, Ninad CHS Ltd., Building No. 7,  
Kher Nagar, Bandra (East),  
Mumbai – 400051.

**Sub.:- Appointment letter for engaging M/s. Ellora Project Consultants Pvt. Ltd. as Project Management Consultant for Tribhuvan CO OP HSG LTD Chembur Mumbai 400089 for Redevelopment work of our society's Building no 128.129,130 .**

**Ref.: 1. Your offer letter dated 10.3.2025.**

**2. Society's Special General Body Meeting held on 27/04/2025.**

Respected Sir,

We are pleased to inform you that our society have appointed you as a **“Project Management Consultant (PMC)” for redevelopment of our society Tribhuvan CO OP HSG LTD building no 128.129,130 in our Special General Body Meeting held on Dt. 27th April 2025 and your scope of work along with payment schedule is as under;**

**Stage I: Pre- Developer Appointment Stage:** The pre-developer appointment phase is further divided into four distinct sub-stages, each accompanied by a comprehensive description to enhance better understanding of the processes involved.

**Feasibility Report:** Scrutinizing the documents available with the society.

Preparation of the Feasibility report for proposed redevelopment as per various regulations available in DCPR 2034 and as per the prevailing market conditions.

In case society does not have any of the abovementioned documents, you may assist society in providing the same from concerned authority at no additional charge as per actual. Also, if society insists for Actual measurement of their individual flats we may assist the society for the same at no additional charge.

**Preparation of Tender (Bid) Document and Publishing/Circulating:**

Preparation of Draft of Tender (Bid) document along with Tender Program and submitting to the Society for its approval in General Body within 15 days after approval of Feasibility report by General Body.



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Publishing / circulating the approved Tender (Bid) document along with Tender Program after approval of the General body.

Tender (Bid) Opening and preparing Comparison report of Bids received from Proposed Bidders:

You will prepare the Comparison report within 20 days of the opening of the submitted Sealed Tender (Bid) documents of interested developers on the basis of Commercial Offer, Work quality of Projects completed and in-hand & Financial Capacity of the bidder.

**Preparation of Proposal for Submission to Deputy Registrar Office and Conducting Meeting for Final Selection of Developer in presence of Deputy Registrar's Representative:**

Guiding society for preparation of Minutes of Meeting of Committee & General Body, as per the Bye-Laws of the Co-operative Housing Society and as per the Guidelines of 79(a) issued by Govt. of Maharashtra.

Submission of proposal to Dy. Registrar for Deputing Authorized Officer on behalf of Dy. Registrar's office to attend the meeting for selection of Developer as per 79(a) Guidelines.

Attending the meeting for selection of Developer in presence of Officer from Dy. Registrar's office.

**The Fees for Professional Services are as as per your offer;**

Further, in this regard the Payment Schedule for disbursal of your Professional Fees for Stage - 1 is as follows for your reference and further necessary action.



2/4



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## Payment Schedule

| Stage-1 |                                                                                       | Amount ( in Rs)    | Remarks                             |
|---------|---------------------------------------------------------------------------------------|--------------------|-------------------------------------|
| A (i)   | Advance at the time of Appointment                                                    | 20000/- + 18 GST   | Subject to discussion with society. |
| A (ii)  | On Submission of Feasibility Report                                                   | 20,000/- + 18% GST |                                     |
| B (i)   | On Submission of Draft Tender Document to Society for Scrutiny                        | 30,000/- + 18% GST | Subject to discussion with society. |
| B (ii)  | At the time of issue of Tender Document for Bidding                                   | 30,000/- + 18% GST |                                     |
| C       | On submission of Comparative Report of bids received from interested Bidders          | 40,000/- + 18% GST |                                     |
| D (i)   | On Submission of proposal to Deputy Registrar for Selection of Developer (79 (A) NOC) | 30,000/- + 18% GST |                                     |
| D (ii)  | At the time of issue of 79 (A) NOC by Deputy Registrar                                | 30,000/- + 18% GST |                                     |

**As per your schedule Final payment and fee structure will be finalize subject to discussion with society.**

| STAGE – II                         | Amount                                                         |
|------------------------------------|----------------------------------------------------------------|
| A Post Developer Appointment Stage | 1% of Construction Cost of Members Construction Area + 18% GST |

Payment schedule of Stage -II will be finalised after Selection of Developer.

Please note that your services will be reviewed from time to time by the society. **The Society reserve the right to terminate your service , if found unsatisfactory. [As per your proposal the society terminate PMC's appointment. If the society commits any breach as agreed between PMC & Society the PMC can also withdraw from the proposal].**

We wish to inform you that a legal agreement will be made where your detailed scope of work fees , payment schedule and other details will be mentioned.



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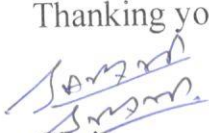
Building No. 128, 129 & 130, New Tilak Nagar, Chembur, Mumbai - 400 089.

Ref. No. \_\_\_\_\_

Date : \_\_\_\_\_

We are enclosing herewith the following documents for your perusal and scrutiny for initiating the work of preparation of feasibility report along with a cheque of Rs. 20,000/- + GST being advance as per your Professional Fees Offer Dtd. 10.3.2025 by **NKGSB Co-operative Bank Ltd** cheque no **012791** of amount Rs **23600** is attached herewith.

Thanking you,

  
Chairman

  
Secretary.

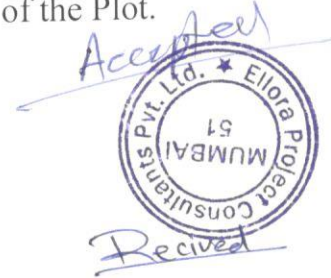
For Tilak Nagar Tribhuvan CHS Ltd.

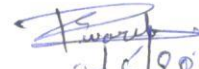
Encl : Cheque of Rs. 23,600/- ( Including GST)

Conveyance Deed/Sale Deed / Lease Deed ,Existing Flat Carpet Area details.

Approved plan of Existing Building.. ,D.P. Remarks 2034.

C.T.S. Plan and P.R. Card. Total Station Survey plan of the Plot.



  
25/5/2025

4/4