



CONSULTANTS FOR HUMAN SETTLEMENT

Flat 38, 7th Floor, Kohinoor Building, 105 Park Street, Kolkata 700016, India
Tel: +91-033-2265 1263/2265 1264 • Website: www.shelterarchitect.co.in
E-mail: saugata.shelter@gmail.com / shelter010187@gmail.com
164/B, Becharam Chatterjee Road, Sarsuna, Kolkata 700061 • Tel: 6458 2633
Southern Engineering Erectors, 566 Anna Salai Teynampet, Chennai 600018 • Tel: 2434 9907
Ground Floor, 34 Gandhi Nagar, Boring Road, Patna 800001 • Mobile: 82946 84653



March 25, 2019

West Bengal Hosiery Park Infrastructure Ltd
Bharat Chamber
9/1 Syed Amir Ali Avenue
Kolkata - 700017

Dear Sir,

Kind attn: Mr. B.D Kothari/Mr. Pradeep Arora

Re : Professional services for proposed Hosiery Factories at Hosiery Park at Jagdishpur, Howrah.

The undersigned gratefully acknowledges the courteous meetings with you for discussions on the above referred project.

As per your request we are submitting our scope of services and fees for all plot owners in the Hosiery Park.

OUR SCOPE OF SERVICES SHALL INCLUDE:

A. Design and approval stage

1. Preparation of design on the basis of the rules as stipulated by WBSIDCL or other Authority Building Rules and your requirements for approval. The design will be based on prevailing rules of WBSIDCL or other Authority and Park guidelines.
2. Preparation of all designs and drawings for submission to WBSIDCL and or other authorities for sanction. All legal documents, undertakings, declaration as will be required will be provided by you and you shall remain liable for their authenticity.
3. Submission of plans to WBSIDCL and other authorities for sanction and perusing in case for early approval. **All receipt and out-of-pocket expenses and fees for sanctions shall be paid by you.**



Our fees for this service will be Rs 6/sq.ft and is payable in the following manner:

- a. Rs. 1 along with your confirmation of acceptance of the offer.
- b. Rs 1 on your approval of the design.
- c. Rs. 3 on completion of all design and drawings for submission to authorities.
- d. Rs 1 on sanction of the building plans.

B. Working drawing Stage

1. Preparation of architectural, structural, sewerage, drainage, plumbing, electrical, fire detection & alarm system and landscaping working drawings for construction of the project.
2. Preparation of schedule of quantities and specifications for various works for inviting tenders and/or placement of order.

Our fees for this service shall be **Rs 6/sq.ft for the entire project sanctioned** and payable in 4 equal monthly installments from the date of commencement of work.

C. Execution stage

1. Providing periodic supervision of work in terms of the stipulations of the Council of Architecture, at least once a week and at all important stages. For day-to-day supervision of the work, adequate technical staff shall be maintained by you at site to ensure that the work is carried out as per our designs, drawings, specifications and instructions.
2. Checking & certification of contractors' bills.
3. Certifying completion of the project.



Our fees for this service shall be **Rs 4/sq.ft for the area that you decide to construct** and shall be payable in 12 equal installments from the date of commencement of work at site.

We shall issue Partial Completion Certificate for only the portion of the sanctioned plan constructed by you. The final Completion Certificate shall be issued after completion of the project as sanctioned.

Our services also do not include:

1. Processing of Panchayat and BLRO for certification of land documents.
2. Competent Authority under UL (C & R) Act
3. Obtaining sanctions for:
 - a) power
 - b) telephone

18% GST as per the government rules will be added.

We hope you will find our offer reasonable and confirm your acceptance.

Thanking you,

Yours faithfully,

For **S H E L T E R**

A handwritten signature in blue ink, appearing to read 'Mukul Mitra'.

Mukul Mitra