



PRAKASH DEEP FLAT OWNERS WELFARE SOCIETY (REGD.)

11th FLOOR, PRAKASHDEEP BUILDING NO.7, TOLSTOY MARG, NEW DELHI-110001.

Minutes of Extra-ordinary General Meeting held on 01.06.2019 on the 2nd Floor, at The Hotel Hans, Hansalaya Building, 15, Barakhamba Road, New Delhi-110001 at 11.30 a.m.

Quorum: - Members present as per attendance sheet attached as **Annexure-1.**

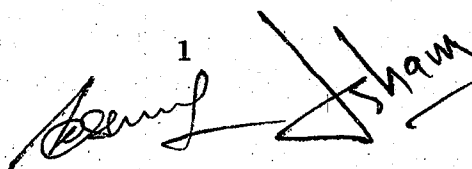

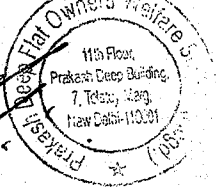
Executive Committee: - Members present as per list attached as **Annexure-2**

The meeting commenced at 11:30 am when the President was appraised by the secretary of the society about the presence of insufficient number of members failing to constitute the quorum. The President after consulting members of the executive committee announced the extension of time by Half an hour for the meeting and the time of the EGM was reschedule at 12:00 noon. The members reassembled at 12:00 noon and the secretary declared that the present members shall be considered as quorum.

The meeting commenced with the welcome address of the President Shri Ashok Kumar Jain. Subsequently Shri Ravi Sharma (Vice President) and Shri Lokesh Kumar (Secretary). Shri Balbir Mehta (Executive Member) appraised and updated the meeting regarding the society activities in terms of building rehabilitation. He updated the attendance regarding the accomplishments of the society and future development plans, particularly emphasizing on the need to upgrade the structure on urgent basis and financial aspects thereof. He also stated set out the entire note given by Mr. Mehta.

Mr. Mehta requested Mr Shrivastava, civil engineering consultant, to present his report on rehabilitation and structural upgrading of the building. Mr Srivastava through video graphic presentation apprised the audience about the structural defects which need immediate attention. Critical areas were highlighted and remedial measures were suggested. His report contained photographs, laboratory tests, causes of defects, methods of rehabilitation and strengthening of the structure, financial implications, time frame and procedures to invite tenders from qualified bidders, short listing the bidders and finally award of the contract.

Mr. Mehta emphasized the urgent need to rectify the defects by analogizing it with the sickness of a person who needs surgical cure immediately and prevent him being admitted to ICU. With age, adverse weather effects, negligence on part of users and some

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unforeseen adversities the building has deteriorated to an extent that it needs immediate and urgent attention.

Mr. Mehta enumerated various development programs already undertaken.

- Rehabilitation of lower basement and strengthening of structural components
- Revamping and realignment of drainage and plumbing pipes, up-gradation of suspended manholes
- revamping of firefighting system
- Water proofing and re-tiling of external parking area
- Renovation of entrance lift lobby.
- Pedestrian ramp for handicapped and senior citizens
- New public toilets at ground floor
- New fire doors or up-graded fire doors at various floors
- Fire safety directional signs at all floors
- New lift being installed and other in pipe line
- Rectification and improvement of waterproofing at terrace level
- New CATV cameras at vantage points
- up-gradation of security system at the entrance gates.
- Renovation of 11th floor and up-gradation of toilets at this floor
- Legally compelling the owners of the neighboring plot to refill the entire excavated site for the structural safety of our building

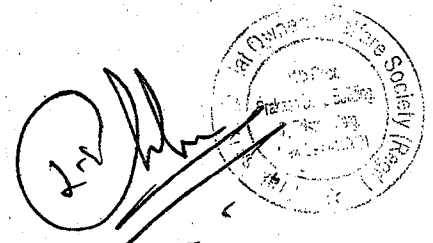
It was pointed out that since a major rehabilitation programs has to be undertaken, we have to substantially enhance our financial resources. Due to restriction of finances it was decided to undertake the program in phased manner. Resources at hand will permit the structural improvement of one of the most crucial side of the building. It was pointed out that the most dangerous side is the one overlooking the refilled plot.

Shri Balbir Mehta thereafter handed over the mike to Mr. Srivastava of M/s Team Professional & Consultants to elaborate the structural audit report along with costing, In regard to the Structural Rehabilitation work which needs to be urgently undertaken for the safety of the building, a presentation regarding audit report which was discussed during last AGM held on 16th March 2019 made by Mr. Srivastava, once again it was presented by him to recall and review the current status of the building' structure and process of appointing of contractor to start the rehabilitation work.

In this presentation, consultant has made complete audit report to rehabilitate and strengthen the building structure to prevent any unforeseen disaster. Report also included the financial implications to accomplish the task. Briefly the report includes:

- Identify the adversely effected areas.
- Identify the cause of adverse effects.

Handwritten signature: Balbir Mehta



- Strengthening and rehabilitation of all dilapidated structural elements like columns, beams, slabs and retaining structures.
- Prevention of any type of seepage.
- Evolved and suggested a system to drain water from external A/Cs so that water doesn't harm the exterior.
- Proper flooring system.
- A thorough study of roof area, which is most worrying factor for the safety of the building.
- Replacing of steel windows with UPVC windows.
- Rain water harvesting pits as per NGT Guidelines
- Replacement of 28 years old Diesel Generator set as per NGT norms.
- Financial report.
- Overview of Tender Process since from the advertisement to till finalization of rates and negotiation.

Out of all above mentioned task, the members stressed on the urgent need for repair of building structure i.e. Structure Rehabilitation work and wanted to understand the cost break-up of the same, rest other task like beautification of building, according to members it can wait and may be taken-up as plan-B which can be addressed near future if fund would allow to do so.

The building rehabilitation estimated cost was segregated from the total cost of work of Rs. 9 Cr. and finally members discussed for Rs 6.63-Cr. approx which is only for Rehabilitation work. Committee members also informed Flat Owners about initiative towards starting of first phase rehabilitation work which has already taken from the available fund of Rs. 2 Cr. available with the society, now only balance fund of Rs. 4.63 Cr. which cost to be invested proportionately by each flat owner within a period of 36 months to be contributed @ Rs. 10/- per sq. ft. per month as & by way of Development Charges/Capital Replacement Fund by each flat owner.

Mr. Srivastava (Structural Consultant) also updated to all flat owners about short listing of 2 contractors and negotiation process of first phase tender cost. As per negotiation process, society has got the final price from shortlisted contractors and by next 3 to 4 days time, contractor will be finalized. The tender process adopted was also explained to all present members, as below:

- Newspaper advt. For pre-qualification given in 2-Hindi & 2-English papers.
- (Times of India/Navbharat Times (Hindi) / Hindustan Times/ Hindustan (Hindi)).
- 18 parties purchased prequalification application form.
- 11 parties submitted their application for prequalification.

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Srivastava

Sharma

Prakash



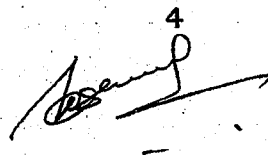
- Out of 11 parties, 3 parties were qualified based on PQ criteria.
- Tender documents given to the 3 qualified parties
- All 3 parties submitted their bid.
- Price comparative prepared, bids of 2 parties were comparable.
- These 2-Low bidders M/s SSA Techno & M/s BDS India called for further price reduction.
- Both have reduced their price & submitted their revised offer.

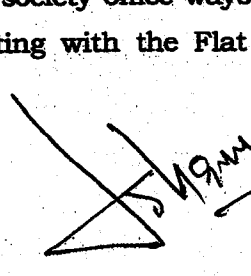
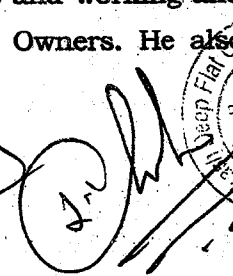
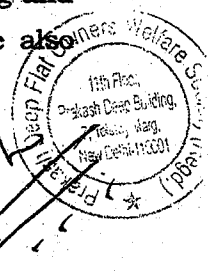
The price comparative statement of bid price as well as final price reduced by bidders after negotiation with management committee was also presented.

Although the attendants appreciated the need to improve the structure, but few of them had reservations on total estimated cost, accordingly few of flat Owners suggested committee members that the small part of this fund should be collected from the Tenant by way of increasing Common Area Maintenance charges also to reduce the burden of per sq. ft. cost from the Owners who are having Tenant, which Management Committee as well as majority of Flat Owners straight away denied. The majority of Flat Owners agree that paying of Capital Replacement Fund is Owners' responsibility only; hence it should be collected from the Flat owners only.

Majority of attendees have agreed to pay & expressed their no objection. As already discussed & it was also unanimously decided in the last AGM held on 16th March 2019 that in case in the EGM dated 01.06.2019 any member or flat owner's occupier absent, the decision of 01.06.2019 will be final and binding on every Flat Owners. Mr. Pramod Gupta (208-Flat Owner) suggested that instead of three years, the society should collect for 2 years, then after two years further extension can be decided in case of requirement to which the committee agreed. Hence, final decision on "**Capital Replacement Fund**" has been approved by the quorum in the EGM and Society announced that from 1st July 2019 onwards till two years, the charges will be billed to the owner's account @10/- per sq. ft. per month (billing will be generated on quarterly basis @ 30/- per qtr. per sq. ft. along with other charges).

One of Flat Owner, Shri R. K. Dixit raised his concern regarding society communication process, which is not very professional and not informative. He suggested to the committee members about timely circulation of all the Notices, Circulars & Minutes of AGM & EGM so that Owners can contribute 100% towards efficient up keeping of the building maintenance and other major structural repair work. According to him, He never get the information from the society office as and when requested by him, so he also requested to the committee members to tighten the society office ways and working and make them efficient and informative while interacting with the Flat Owners. He also

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mentioned that every Flat Owners should have communication addresses along with contact numbers of committee members, so that Management team is always accessible to the Flat Owners. The committee members assured him about no such type of situation would occur with any of the Flat Owners in future and whatever information needed by the Owners from Society office will be available on first priority basis.

The flat owners were again informed about the functioning of website viz www.prakashdeepprwa.com where they can find society Bye-Laws, Minutes of Meetings and other day to day progress in the building, Structural Audit Report, Financial Auditors Report and e-mail of the society viz. prakashdeepprwa@gmail.com to share owners' views/suggestion.

Thereafter with a vote of thanks given by the Chairman the meeting concluded at 2:30 p.m.

[Handwritten signatures]

