



PRAKASH DEEP FLAT OWNERS WELFARE SOCIETY (REGD.)

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

CIRCULAR

RWA_Circular/2018-19/022

Date: - 18-12-2018

To,

All Flat Owners/Occupants
Prakash Deep Building

Subject: Structural rehabilitation, retrofitting & External up-gradation of Prakashdeep Building.

Dear flat owners/Occupants,

Over a long period of time your prestigious building has developed many structural defects and has aesthetically deteriorated to large extent. In view of safety concerns and aesthetic considerations, structural rehabilitation and up- gradation of the building has become necessary.

Following due process of selection of consultants, your association has appointed **M/S Team Professional Consultant and Resource Managers** as the consultants for the above stated task.

The primary responsibilities of the consultants will be as follows:

1. Visual and test survey of the complete building to establish the extent and causes of the damage
2. Confirm and establish the corrective measures for the rehabilitation and up-gradation of the building.
3. Prepare complete tender documents, including but not limited to bill of quantities, specifications, cost estimate, time frame and conditions and terms of contract.
4. Invite tenders based on the tender documents and facilitate the association in selection of suitable contractor for the project.
5. Construction supervision and project management.



It is assessed and agreed that consultants will take 3 months time to complete the task as stated in 1, 2 and 3. Further once the contract is awarded, it is estimated that the project will be completed in 24 months.

Dear fellow flat owners/occupants, during construction of the project you may be subject to some inconvenience and difficulties during your normal time of work which we will try to minimize as far as possible. We thus seek your full co-operation and help for the successful completion of the project.

Thanking and assuring you of our best of services,

For **PRAKASH DEEP FLAT OWNERS WELFARE SOCIETY (REGD.)**



Komal Singh Negi
Senior Facility Manager

The circular stamp contains the following text: "Prakash Deep Flat Owners Welfare Society (Regd.)", "New Delhi-110001", "7, Tolstoy Marg", "Prakash Deep Building", "11th Floor", and "WELFARE SOCIETY".