



PRAKASH DEEP FLAT OWNERS WELFARE SOCIETY (REGD.)
11TH FLOOR, PRAKASHDEEP BUILDING NO.7, TOLSTOY MARG, NEW DELHI-110001.

Minutes of meeting held on 23rd November 2024 at Society' Office.

Location : RWA Office, 11th Floor, Prakash Deep Building, New Delhi.

Date : 23rd November 2024.

Time : 03:00pm to 05:00pm

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| Mr. Ashok Kr. Jain | · President |
| Mr. Ravi Sharma | · Vice President |
| Mr. Lokesh Kumar | · Secretary |
| Mr. D K Devesh | · Treasurer |
| Mr. Kailash Chandra Sharma | · Executive Member (Absent) |
| Mr. Sunil Ambardar | · Executive Member |
| Mrs. Bindya Agarwal | · Executive Member (Absent) |

Quorum:

The Secretary confirmed that the quorum for the meeting is present except Mr. Kailash Chandra Sharma & Mrs. Bindya Agarwal, who are unable to attend the meeting physically because of some personal reasons.

Following Issues discussed in the meeting.

1. Facility Management contract is already expired which needs to be awarded Fresh/Renewed.
 - a) Draft tender document has been submitted to the committee members for their review and correction.
2. CCTV system up-gradation is required with latest technologies NVR & IP cameras or existing system AMC to be renewed with existing or new vendor.
 - a) Draft notification has been submitted for member's review & approval and same will be shared with flat owners through whatsapp group and society website after approval from the committee.
3. Discussion on interest waiver scheme (2+1 year).
 - a) Committee members have decided to grant one time interest waiver. The mode and manner to implement one time interest waiver would be decided in due course which will communicate to all the members individually.



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4. Delhi Fire Service team performed a fire safety audit on November 22nd, 2024 to obtain the fire NOC, during inspection; they have made some observations as follows.
- Replacement of complete fire alarm system panel with latest fire detection devices and alarm system.
 - Many numbers of old fire doors need to be replaced or major repair to be done because the maximum number of doors is not functioning properly, which is defeating the purpose of fire doors.
 - Vertical Fire pipe line along with air release valve need to be replaced.
 - Installation of new manual call points (MCP) near main stair area with good quality glass breaking system.
 - Old MCP and talk back system installed in the common area and near Fire stair area need to be replaced with latest quality devices.
 - Some of the electrical shafts need to be sealed with POP to avoid smoke during fire situation.

Committee members feel that the society should take-up above mentioned work on priority and start looking for the vendors who are qualified and experienced to participate in bidding process.

5. To discuss and decide the renewal of vendor's contract/ agreements.
- The Committee decided and will renew expired contracts/agreements on a priority basis or in a phased manner according to the need for services, but all contracts/agreements should be awarded fresh/ renewed in future at least one month before they expire.
6. Meeting day & time to be fixed with Tally billing software vendor (Provide single window solution with advance technology like sending bills automatically through whatsapp, mails or other way out) for financial and technical discussion.
- Meeting has been scheduled with vendor on next society meeting to understand and discuss the technicality of upgrading the tally software for the use of society billing generation also.



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7. Normal Publishing rates of News paper (Hindi & English) for @ 16900/- plus GST for one news paper (TOI).
 - a) Committee approved the tentative cost of publishing through news paper. Cost of publishing may increase or decrease based on the number of words and size of tender notification.
8. Letter received from Mrs. Ekta Choudhary (Flat Owner -706) will be placed for member's consideration.
 - a) Majority of members feels that as of now adding of new members is not require due to full strength i.e. 7 Committee members is available according to Registrar of Society rules. Two of the members put their concern and place their request that adding more members will help to improve the building's up-gradation but majority of members did not agree and express their views that such decision can be taken up in future if require, presently any addition of any member in executive committee is not required.
9. Letter received from few flat/ Store owners for committee review and further reply.
 - a) Members seen the letters and one of member will draft a reply for all the letters received from the Flat/Store owners.
10. Last Minutes of Meeting dated 25th October 2024 to be signed by the Committee Members.
 - a) Minutes of meeting dated 25th October 2024 has been signed by the members and same will be uploaded to the bigger whatsapp group.

For Information Please:

11. ASI permission is expiring on 31.12.2024, extension request letter for another 2 more years will be submitted by or before 30th November 2024.(Cost of facilitation to get the extension will be updated to the committee soon).