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Date: 21/12/2022

To,  
The Chairman/Secretary  
Sujata Niwas CHSL  
Co-operative Housing Society Ltd. (Society)

Dear Sir,

**Subject:** Estimate of Professional charges for project of re-development of the property belonging to the society.

1. As requested by you please find herein below our scope of work with regard to the captioned subject and our estimate of our professional charges.

2. **SCOPE OF WORK**

- i. Review/vetting of tendered document prepared by the project management consultant coordinating with the PMC for finalizing the drafts.
- ii. Drafting resolutions and consents to be passed by the society and the members for the purpose of re-development.
- iii. Attending meetings with the society and its members to discuss issues pertaining to re-development.
- iv. Advising the society on the process of redevelopment in accordance with the section 79A Maharashtra Co-operative Societies Act, 1960.
- v. Preparing draft MOU/LOI/Appointment Letter with the Developer on selection.
- vi. Preparing/reviewing consent letters from society members.
- vii. Preparing/reviewing development agreement and power of attorneys.
- viii. Preparing/reviewing the permanent alternate accommodation agreement.

- ix. Co-ordinating with the society and its members to finalize the above drafts
  - x. Negotiating and finalizing the aforementioned drafts development agreement with the developer and its advocate along with representatives of society.
  - xi. Preparing other incidental documents like bank guarantee and correspondence pertaining to re development.
  - xii. Advising the society on taking over the new re-developed building and common facilities newly constructed buildings and other facilities.
  - xiii. Generally advising the society time to time.
3. Our professional charges for undertaking the aforementioned work shall be Rs. 4,50,000/- payable in the following manner:
- 1) Rs.1,50,000/- as advance.
  - 2) Rs. 1,50,000/- on execution of the development agreement.
  - 3) Rs. 1,00,000/- execution on permanent alternate accommodation agreement.
  - 4) Rs. 50,000/- on completion of our scope of work.
4. Out of pocket expenses shall be charges at actuals.

Thanking you,

Yours faithfully,



**LEX FIRMUS**  
Advocates & Solicitor  
Mr. Durgaprasad Sabnis  
(Proprietor)