



Date: 12/03/2026

To,
The Hon. Secretary/Chairman
ROOF-TOP CHSL,
GGs Marg,
Off. MC Road,
Andheri East,
Mumbai 400 093.

Sub: Scope of Work & Payment schedule for PMC Services to your society for the proposed redevelopment.

Dear Sir,

Please find herewith the quotation for our services as PMC. We are currently representing over 80 societies in Mumbai as PMC for redevelopment.

We hope the quotation will be to your satisfaction. We will be obliged if called to meet the committee members of your society to discuss the proposed redevelopment of your Society in detail.

We will be pleased to understand your requirements and assist in the successful execution of your redevelopment project.

Assuring you of the best services always.

A. SCOPE OF WORK & SCHEDULE OF PAYMENT OF FEES:

SR. NO.	SCOPE OF WORK	FEES (RS.)
1	AMOUNT ON APPOINTMENT	75,000 + GST
2	PROCURING MISSING DOCUMENTS AT ADDITIONAL COST: PR CARD - 2,000/- CTS PLAN - 8,000/- DP/RL REMARKS - 6,000/- TENTATIVE AVIATION HEIGHT OLD APPROVED PLANS & O.C. CERTIFICATE FROM RECORDS - 18,000/- (If Available). PHYSICAL PLOT SURVEY BY PRIVATE SURVEYOR- AS PER ACTUAL	

3	FEASIBILITY REPORT: REDEVELOPMENT THROUGH DEVELOPER	
4	PREPARING TENDER DOCUMENT FOR ISSUE TO DEVELOPERS/ CONTRACTORS	
5	TENDER NOTICE	
6	OPENING OF SEALED TENDER IN SGM	
7	COMPARISON STATEMENT OF OFFERS RECEIVED	
8	SHORTLISTING OF DEVELOPERS	
9	NEGOTIATION, PRESENTATIONS & REVISED OFFERS	
10	REVISED COMPARISON CHART	
11	SELECTION OF DEVELOPER BY 79A	0.10%
12	DEVELOPMENT AGREEMENT/MOU EXECUTION WITH DEVELOPER	0.25%
13	INTERACTION WITH DEVELOPERS ARCHITECT FOR PLANNING OF AREA OF EXISTING SOCIETY MEMBERS	
14	APPROVING THE PLANS PREPARED BY THE DEVELOPER KEEPING IN MIND SOCIETY'S INTEREST	0.20%
15	DETAILED SCRUTINY OF MUNICIPAL DRAWINGS WHICH IS TO BE SUBMITTED TO THE CORPORATION BY THE DEVELOPER	
16	ASCERTAINING SUBMISSION PROPOSED OF PROPOSED BUILDING PLANS AND ITS APPROVAL	
17	ASCERTAINING OBTAINING OF IOD	0.20%
18	DETAILED SCRUTINY OF ARCHITECTURAL DRAWINGS, WORKING DRAWINGS ON LAYOUT, AND ITS APPROVAL	
19	Maha RERA REGISTRATION OF PROJECT, RECEIVING IOD, RENT & CORPUS AND VACATING OF EXISTING PREMISES BY MEMBERS	0.20%
20	CHECKING FOUNDATION LAYOUT AT SITE & AFTER VERIFICATION GIVING WORK APPROVALS TO EXECUTE THE WORK	
21	PERIODICAL PROGRESS SUPERVISION OF CONSTRUCTION OF AREA ALLOTTED TO THE EXISTING SOCIETY MEMBERS. THE TOTAL AMOUNT IS DIVIDED IN 24 MONTHLY INSTALLMENTS AND PAID QUARTERLY.	0.40%
22	ASCERTAINING OBTAINING OF OCC & JOINT MEASUREMENT OF NEW FLATS OF EXISTING MEMBERS	0.15%
	TOTAL (Stage 1 to stage 22)	1.50% + TAXES

1.50% OF Construction cost @ 3500 Rs/sq. ft. on the Total construction area of the project as per IOD Plan.

B: Other important terms of your appointment shall be as follows:

- Includes supervision by a site supervisor on milestones.
- The total amount of every stage is to be cleared by the society at the end of the respective stage after receipt of the fees reimbursement from the selected developer.
- The Tender fees are to be retained by the PMC. The newspaper advertisement of tender notice in the Times of India and other papers will be paid by the PMC, if public tendering is opted for by the Society.
- Quotation subject to Full Appointment Letter from Society after approval from SGM.

Regards,



Karan Shah 9821322140
Ronak Mehta 9821715564
For Palash PMC LLP