

Circulars - Construction Division – in force

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Sub.: Guideline rates for 3” thick Bangalore Granite / stone works

S. No.	Item	Rate
1.	Bangalore granite 2 ½ to 3” thick – measured as cut size delivered at site – including transport cost – excluding taxes – material cost	Rs. 45/- per sft
2.	2 lines/ time chiseling	Rs. 100/- per sft
3.	Full round nosing 3” x 1”	Rs. 150/-per rft
4.	Half round nosing	Rs. 80/- per rft
5.	Patti finish i.e., flat side finishing	Rs. 100/- per rft
6.	Fitting charges	Rs. 40/- per sft
7.	Fitting charges with 3” grass joint	Rs. 35/- per sft
8.	Cobble stone 4” cube fitting charges	Rs. 40/- per sft
9.	Cobble stone Approximately 4” cube	Rs. 8 to Rs. 9 per piece
10.	3 lines – 3 times chizziling – not to be taken up without prior permission from M.D.	Rs. 150/- per sft

The above rates are only guideline rates which have been fixed for MFH (contractor Ranga Rao). These rates can be negotiated with new contractors on other sites. PMR can also follow these rates.

Managing Director

Sub.: Greenwood estates - guideline rates for granite work for corridor and staircases.

Architect has specified use of Sadarali Grey and steel grey granite for corridors, steps and lift cladding. The guide line rates for granite shall be as follows

Sl. no.	Item Description	Rate
1.	Sadarali Grey - mostly of size 5' x 30"	Rs. 80/- per sft
2.	Steel Grey - mostly of size 5' x 12"	Rs. 85/- per sft

Notes:

1. These rates are for turnkey works including laying, fixing, transport, wastage, lifting, etc.
2. Payment shall be made on measured area in sft. including raisers.
3. Skirting shall be paid in rft at 1/3rd the above rate.
4. Steps and raisers should be in a single piece.
5. Lift cladding should be paid as per above rates with an additional Rs. 500/- for difficulty of work.
6. Shamfering shall be paid at the same rate as half round molding with polishing.
7. Other rates mentioned in Circular 501(b) shall continue to apply.
8. Due to specific sizes being used in the corridors, there is likely to be wastage of granite. This granite may not be useful for staircase and corridors. We have agreed to buyback all pieces of granite larger than 2 sq ft. with a minimum dimension of 9" at 60% of the above rates. This granite can be stored separately and used in landscaping, clubhouse, etc.
9. Bill should be for about 50% of the above cost and taxes shall be paid extra.
10. Minimum thickness of stone 16 mm.

Soham Modi

Sub.: Revised guideline rates for marble, Granite, etc.

Following are the guidelines rates for supply of marble, granite, tandoor, kota stone, etc.

S.No.	Item Description	For bungalows
1.	Marble slabs, Morvad type, for flooring and steps with 2" border of green or yellow stone. Good quality Morvad with few black spots not exceeding 2" to 3" in size.	Rs. 65/- per sft.
2.	Skirting for the above shall be charged at 1/3 of above rate	Rs. 21.66/- per rft.
3.	Marble tiles, Morvad type of min. width 12" and min. length of 15", sorted.	Rs. 38/-per sft.
4.	Skirting for the above shall be charged at 1/3 of above rate	Rs. 12.70/- per rft.
5.	Black granite slab, for kitchen, large pieces, 18 mm thick including border of 4 to 6", all to be measured in sft.	Rs. 95/- per sft.
6.	Black granite tiles, 1 ft. X 2 ft., 10 mm thick for kitchen platform, flooring, etc.	Rs. 55/- per sft.
7.	Edge polish for 18 mm thick granite	Rs. 15/- per rft.
8.	Half round for 18 mm thick granite with polish	Rs. 35/-per rft.
9.	Full round for 18 mm thick granite with polish.	Rs. 50/-per rft.
10.	Kota stone, sorted, with marble patties, 2 or 3" motifs laid in diamond pattern or other simpler patterns with tin oxide polishing	Rs. 50/- per sft.
11.	Jaisalmer, green marble (pre polished) for small design work, raisers, etc.	Rs. 65/- per sft.
12.	Holes for kitchen platform for gas pipe and for fixing railing	Rs. 30/- per hole
13.	Granite cutting for sink fitting	Rs. 300/-
14.	½ round for upto 20m marble without tin oxide polishing	Rs.15/- per rft
15.	Sadar ali granite 18 mm thick, 30" wide	Rs. 75/- per sft
16.	Steel grey granite 18 mm thick, 30 mm wide	Rs. 70/- per sft
17.	Tan brown granite 18 mm thick	Rs. 115/- per sft
18.	Sinduri Red granite 18 mm thick	Rs. 140/- per sft
19.	Seema pink granite 18 mm thick	Rs. 110/- per sft
20.	Chamfering for granite with/without polishing	Rs. 15 / 25 per rft
21.	Flamed granite – delivered from factory	Same as above
22.	Flaming charges for polished granite	Rs. 5/- per sft
23.	Holes for railing post upto 1" in marble / granite	Rs. 30/40/- per hole
24.	Holes for railing post 40 mm dia in marble / granite	Rs. 40/50/-
25.	Marble patti for bathroom step -2 ½" deep including moulding and fixing	Rs. 35/- per rft
26.	Marble crazy – simple/designer pattern, including	Rs. 15/25/- per sft

	marble, marble patties, marble powder, marble chips, excluding color.	
27.	Groove for treads on steps in marble / granite	Rs. 4/ 5/- per rft
28.	Tandoor rough stone – 22” x 22” and above	Rs. 10/- per sft
29.	Shabad rough stone – 2 ft x 2 ft or 2 ft x 3 ft	Rs. 9/- per sft
30.	Red sand stone rough	Rs. 65/- per sft
31.	Red sand stone polished – slabs for designer work including laying and fixing – 22 to 25 mm thick.	Rs. 85/- per sft
32.	Tin oxide polishing for marble in lieu of normal polishing	Rs. 7/- per sft extra
33.	Lift cladding. Pay as per rates given above. For difficulty of work add Rs. 500 to Rs. 1,500/- as labour charges.	NA

Notes:

1. All rates include laying, fixing, polishing, wastage, transportation, lifting, etc.
2. Payment must be made on measurement of completed work.
3. Rate excludes taxes. Bill should be 60% material, 20% labour and 20% transport.
4. TDS must be deducted.
5. Release payment as per above rates @ 60% on delivery of material, @ 20% on laying and fixing and balance payment after completing all works to satisfaction of engineers.
6. Ensure that material is accepted or rejected before of laying or cutting.
7. Ensure that marble slabs have few black spots and that too not more than 2 to 3” in size. Remove tiles with any black spots. Marble must be atleast 15 mm thick and granite slabs must be atleast 18 mm thick.
8. For designer works Rs. 5/- to 10/- per sft can be paid towards labour charges.
9. For designed works less than 500 sft Rs. 5/- per sft can be paid extra for material.
10. For staircase work in bungalows with vitrified flooring pay Rs. 5/- per sft extra as labour charges for difficulty of work.
11. Rates specified in circular 501(d) & 501(e) shall continue to be in force. 508(e) shall be only applicable to GWE.
12. Circular 501(b) shall stand cancelled.
13. Rates applicable to all works where material has not been delivered across all projects.

Managing Director

Sub.: Revised guideline rates for hire charges for construction equipment – applicable from 03.03.10

S.No.	Description	Rate (Rs.)	Units
1.	JCB with back hoe and dozer with operator batta and diesel – no transport charges payable	700	Per hour
2.	Hitachi 60 (small bucket) with operator batta and diesel – one way transport charges extra	800	Per hour
3.	Hitachi 200 (big bucket) with operator batta and diesel – one way transport charges extra	1500	Per hour
4.	Road Roller, 8 to 10 tons with driver batta and diesel - one way transport charges extra	2200	Per day (9.30 to 6 p.m.)
5.	Tractor with tipper with operator batta and diesel – without labour	1450	Per day (9.30 to 6 p.m.)
6.	Tractor with blade and plough with operator batta and diesel.	300	Per hour
7.	Tipper – 200/300 Cft. with diesel, including driver batta	2400	Per day (9.30 to 6 p.m.)
8.	Concrete mixture with diesel, including operator batta	1100	Per day
9.	Pin vibrator with petrol and operator batta	450	Per day
10.	Slab vibrator with petrol and operator batta	450	Per day
11.	Builders hoist / lift including diesel and operator batta	1900	Per day
12.	Tractor with tipper for shifting building material, debris, etc., including diesel and with/without labour for loading and unloading within or around the site. Rate is valid for round trip distance of upto 3 kms. Beyond 3 kms pay at the rate of Rs 12/- per km.	170/90	Per trip
13.	4” /6” Cement block shifting by tractor including diesel and labour for loading and unloading within or around the site	0.90 /1.20	Per cement block
14.	Dewatering pump, small size with operator batta and without petrol	400	Per day
15.	Compressor for rock cutting and breaking including diesel and operator charges.	325	Per hour

Notes:

1. Ensure start and stop time for every trip is recorded in the hire charges register .
2. For shifting of cement block tipper cannot be used and block have to be manually unloaded and stacked neatly.
3. Item nos. 1, 2 & 3 - for bulk work the prices can be reduced by 5 to 10%.
4. These are only guideline rates and project managers are given the freedom to increase or decrease the rates by 10% on a day to day basis depending on demand supply, quantity of work and schedule for completion.

Sub.: Guideline rates for gardening works

S. No.	Description	Rate (Rs.)	Units
1.	Laying of lawn including mixing of red mud, manure, leveling, etc., excluding material	5	Per sft.
2.	Planting trees including material like plants, red mud, manure and excavation of pit of size 2ft. X 2 ft X 4ft.excluding 2 ft. cement ring	130	Per tree
3.	RCC ring 2 ft. dia., 1 ft. height including transport, taxes etc.	38	Per piece
4.	Planter box filling and plantation work including mixing and planting, excluding material	6	Per sft.

Notes: Plantation work should be monitored and maintained every two weeks.

Managing Director.

Sub.: Revised guideline rates for pavers and mosaic tiles

S. No.	Description	Rate (Rs.)	Units
1.	50 mm mm interlocking pavers, triex type, including material transport laying, wastage, etc.	27	Per sft.
2.	50 mm / 70 mm interlocking pavers, hexagonal type, including material transport laying, wastage, etc. Add 0.50/- per sft extra if tiles are coloured and area of coloured tiles is more than 15%.	25/26	Per sft.
3.	Checkered tiles / footpath tiles, 18 to 20 mm thick, 10" x 10", including material, transport, laying, wastage, etc.	18	Per sft.
4.	Grey Mosaic tiles, 18 to 20 mm thick, 10" x 10", including material, transport, laying, polishing wastage, etc.	19	Per sft.
5.	White Mosaic tiles, 18 to 20 mm thick, 10" x 10", including material, transport, laying, polishing wastage, etc.	22	Per sft.
6.	2 coats polishing of mosaic tiles with acid wash and cleaning	3.50	Per sft.
7.	Final quote of polish with acid wash and cleaning for marble and mosaic	2.25	Per sft.
8.	Tiles made from rubber mould 25 to 30 mm thickness for portico, size about 13" X 13" – with glossy coat 20 mm thickness for portico, size about 12" X 12" – with glossy coat	32 29	Per sft.
9.	Tiles made from rubber mould 25 to 30 mm thickness for portico, size about 13" X 13" – without glossy coat 20 mm thickness for portico, size about 12" X 12" – without glossy coat	30.50 27.50	Per sft.
10.	Pavers made from rubber mould 60 mm thichkness with/without glossy coat	36	Per sft

Notes:

- All rates include laying, fixing, polishing, wastage, transportation, lifting, etc.
- Payment must be made on measurement of completed work.
- Rate excludes taxes. Bill should be 50% material, 25% labour and 25% transport.
- TDS must be deducted.
- Release payment as per above rates @ 60% on delivery of material, @ 20% on laying and fixing and balance payment after completing all works to satisfaction of engineers.
- These rates are applicable for works starting after 22.03.2010.
- Circular 504(d) stands cancelled.

Managing Director.

Sub.: Revised guideline rates for ceramic tiles fitting charges

S. No.	Description	Rate (Rs.)	Units
1.	Apartment toilet with standard pattern, without borders, etc. for walls and floors	7.00/6.50	Per sft.
2.	Apartment & Bungalows toilet work with designer pattern, with borders, chamfered edges, hole cutting for taps etc. for walls / floors	9.00 / 7.00	Per sft.
3.	Kitchen dado	7.00	Per sft.
4.	Ceramic tile flooring / skirting	6.00 / 6.00	Per sft / rft
5.	Vitrified tile flooring / skirting	7.00 / 7.00	Per sft / rft

Notes:

1. Rates applicable for all works started after 1st March, 2010 in all the projects.
2. Add Rs. 1/- per sft. for small works, at other sites, excluding major construction sites where the value of work is less than Rs. 2,000/-

Managing Director

Sub.: Standard measurements for Plumbing works in Bathrooms & Kitchens.

Few standard measurements and guidelines are to be followed in all sites are as follows:

1. Bathroom GI Fittings:
 - Wall mixture – 33” from FFL
 - Wall mixture for tubs – 27” from FFL
 - Wall mixture - center to center between GI pipes should be 6” to 6.5”.
 - Wall mixture - center to center height for shower bend 6” to 6.5”.
 - Wall mixture should be centered at 15” from finished wall.
 - Shower (also for tub) – 6’6” from FFL
 - Angle cork for basin – 15” from FFL
 - Angle cork for WC – 6” from FFL
 - Health faucet or bib cork for WCs – 15” from FFL
 - Geezer angle corks – 7’6” from FFL for more than 9’ ceiling heights in the bathrooms or else 6’6”. Do not place them at 7’.
 - Bib cork for wash area – 2’ from FFL
 - Long body taps for sinks – 9” above granite top.
 - Ball valve for loft tanks – above 6” from loft.
 - Acquaguard (water filter) point should be 5’6” from FFL
2. Distances from center of pipe for PVC fittings:
 - IWC – S trap - 12” from finished wall
 - EWC - S trap, cascade type - 6” from finished wall
 - Anglo India WC – S Trap - 12” from finished wall
 - EWC - P trap, cascade type – 6” from FFL
 - Wash basin bottle trap – 1 ½” PVC pipe – 18” from FFL
 - Nahni trap – 6” from finished wall – corners preferred.
 - Nahni trap for tubs – check tub size – generally 11” from finished wall.
3. Bathrooms must be divided into wet and dry areas. Shower should be on the furthest end of the bathroom.
4. Provide 1” drop using marble patti of 2 ½” width, half round, at a distance of 30” from the wall (or as specified).
5. Provide only 2 nahni traps, one in the shower area and one for the basin. In case of bathrooms with tubs shift the basin nahni trap next to the tub.
6. Flats with utility area can provide separate pot wash (bib cork) with washing machine point (angle cork) on opposite ends. Pot wash should be dropped down by 1” with marble patti like in bathrooms at a distance of 3’. For smaller utility without pot wash areas 2 in 1 CP fittings must be provided.
7. Geezer points for bungalows with solar heaters must be changed as per specs. given separately.

Notes:

Angle cork = Stop cork

Bib cork = short body

Pillar cork = tap on wash basin.

level.

SFT – Slab floor level

FFL – Finished floor

Sub.: Guideline rates for Plumbing works at apartments – Lumpsum.

S. No.	Description	Rate (Rs.)	Units
1.	Apartments – single bedroom flats with bathroom, kitchen, utility and balcony drainage works including washing and cleaning	4,500	Per flat
2.	Apartments – double bedroom flats with bathroom, kitchen, utility and balcony drainage works including washing and cleaning	6,000	Per flat
3.	Apartments – Triple bedroom flats with bathroom, kitchen, utility and balcony drainage works including washing and cleaning	8,000	Per flat
4.	Drainage works including excavation and back filling, laying of separate pipes for sewage and waste water chambers, manhole within the block. These rates can be paid where excavation of drainage lines is less than 3' 6". Excavation charges for depth more than 3' 6" can be paid for extra. Alternately excavation charges and fill back charges can be paid for separately on a lumpsum basis and plumber can be paid exclusively for plumbing work.	600 350	Per flat Per flat
5.	Connection of borewell and municipal water lines	5000	Lumpsum per block
6.	Connection of rainwater lines from terrace to stilt floor /harvesting pits	5000	Lumpsum per block
	Stage wise bills should be raised flat wise/block wise as follows: a. 25% on completion of PVC / GI work inside the flat. b. 25% on completion of PVC/ GI external line works. c. 10% on completion of terrace fitting works. d. 10% on completion of stilt floor work. e. 30% on completion of CP and sanitary works.		

Guideline rates for Plumbing works for Bungalows – Lumpsum.

S. No.	Description	Rate (Rs.)	Units
1.	Lumpsum rates for 3 bedroom villa or town house including drainage work, manholes, excavation, fill-back, GI, PVC, CP fittings, OHT, drinking water lines, etc	Rs. 19,000	Per villa/ town house
2.	Bill shall be made in three stages as follows: Stage I – on competing GI & PVC work Stage II – on completing drainage work Stage III – on finishing all CP & sanitary works	Rs. 9,000/- Rs. 6,000/- Rs. 4,000/-	

Notes:

1. These rates are for lumpsum for turnkey works.

2. Detailed rates for individual items shall be given in an other circular.
3. Engineers / supervisors shall wherever possible determine the quantum of work and prepare an estimate using the guideline rates, after which lumpsum amount for the work shall be fixed.
4. New rates shall be applicable for GWE all flats, MFH A block west wing and C block, GMG II, SOB III except 318 to 343, MNM except 13, 35, 55 and 30, VSC, KNM except 1, 35 and commercial complex. In all other previous works (including PMR I) Circular 506 (h) & 506 (g) shall continue to be in force.

Soham Modi

Guideline rates for undertaking layout works and other minor works given in Circular 506(C) are being revised as under:

S. No.	Item Description	Size	Rate	Units
1.	Laying HDPE pipes	1" to 3"	8/-	Per meter
2.	Butt Joints for HDPE pipes	Upto 1"	150/-	Each
3.	Butt Joints for HDPE pipes	Upto 2"	250/-	Each
4.	Butt Joints for HDPE pipes	Upto 3"	350/-	Each
5.	CC pipe laying	6"	10/-	Rft
6.	SWG pipes laying	8"	14/-	Rft
7.	SWG pipes laying	4" to 6"	12/-	Rft
8.	GI Pipe works	3" / 4"	15 / 20/-	Rft
9.	GI Pipe works	2" to 2 ½"	13/-	Rft
10.	GI Pipe works	½ to 1 ½"	11/-	Rft
11.	Gate wall fixing	3" to 4"	500/-	No.
12.	Gate wall fixing	½ to 2"	65/-	No.
13.	Laying PVC pipe	Upto 4"	14/-	Rft
14.	Laying PVC pipe	Upto 3"	12/-	Rft
15.	Laying PVC pipe	Upto 2"	10/-	Rft
16.	Drainage Man holes	1' to 3'6" depth	650/-	Nos.
17.	Drainage Man holes	4' to 6' depth	800/-	Nos.
18.	Small square Man holes	2'x2'	500/-	Nos.
19.	Small square Man holes	18" x 18"	300/-	Nos.
20.	Open well submersible or mono block pump fitting	--	600/-	Per No.
21.	Laying of C.C. pipe (Hume)	Upto 1'	15/-	Rft
22.	Laying of C.C. pipe (Hume)	Upto 2'	20/-	Rft
23.	Tub fixing	--	1,200/-	No.
24.	Fixing of Syntax tanks	--	0.60/-	Per liter
25.	Loft tank connections	Upto 200 ltrs	450/-	Per No.
26.	PVC bends & fittings	3" & 4"	30 /-	Per No.
27.	Nani Trap	3" & 4"	60/-	Per No.
28.	Beam Holes (6"/9"thick)	For 4" pipe	150 / 200	Per No.
29.	Beam Holes (6"/9"thick)	For 3" pipe	125 /150	Per No.

These rates shall be applicable for all sites where these works have started after 1st march 2010.

Managing Director.

Sub.: Standard measurement for GI pipes and fittings.

Details of sizes of GI and HDPE pipes are given in Circular No. 608(a). For the sake of clarity relevant part of the circular is given under for implementation at each site.

The size of pipes to be used for villas/apartments projects are as follows:

S. No.	Description of use	For bungalows project	For apartment projects
1	Inside bathrooms	¾" main lines & ½" branch lines	½"
2.	Kitchen and utility	½"	½"
3.	External line for bathroom (supply)	Vertical 1 ¼" & 1" horizontal line	I & II floor ½", III floor ¾", IV and V floor 1".
4.	Drinking water line (supply).	½" HDPE line from street	¾" external line
5.	Terrace lines	-NA -	Borewell water 2" main line with 1" branch lines. Drinking water 1 ½" mainline and ¾" branch line.
6.	Supply to OHT	¾" HDPE pipe from street	1 or 1 ¼" GI line from borewell

Engineers must ensure use of pipes as above. Any change /deviation should be made only with prior approval of M.D. Nipple of 2" to 4" may be ordered. Nipples above that size may be made at site.

Managing Director.

Sub.: Revised guideline rates for centering and rod bending works

S. No.	Description	Rate (Rs.)	Units
1.	Footings	18.00	Per cft.
2.	Columns, beams, slab	14.00	Per sft.
3.	Sloping roof	18.00	Per sft
4.	Steps	70.00	Per step
5.	Deduction for using RMC instead of site mix	1.00	Per sft. / cft.
6.	Lift charges	8%	Per floor

Notes

1. Above rates are for site mix for turnkey job including centering, rod bending and casting.
2. Concrete mixer, vibrators, lifts, bamboos, oil and all other materials to be provided by contractor at his own cost.
3. Rates include marking charges, curing, making bunds for curing, making covering blocks, etc.
4. Above rates are for works from 7 ft. to 11 ft. height for flat roofs and up to 16 ft. for sloping roofs.
5. For independent house and bungalows, engineers shall arrive at an estimate and fix a lumpsum rate.
6. Penalty /bonus for in-time completion shall be fixed up separately for each project.
7. Atleast one skilled mason to be provided by contractor.
8. Columns carting must be done by concrete mixture for apartments.
9. Penalty of 10% shall be deducted for entire floor, slabs, column and beam if consultant pass adverse remarks about quality of work.
10. Rate shall be applicable for GWE and MFH. For PMR rate shall be applicable from block '2C' – IV column and slab onwards. Block '1C' –V column and slab onwards, Block 'B' not applicable, Block 'A' from first slab and column onwards. For GMG rates applicable for Block 'D' – V columns and slab onwards.
11. These rates shall not be applicable to SOB –I,SOB-II, PMR –I, GMG –I, MFH –I. old rates as per circular 506(c) shall apply.
12. These rates shall be applicable to GWE, MFH –II, PMR-II, SOB –III, MNM and other new projects.

Managing Director.

Sub.: Revised guideline rates for centering and rod bending works – lumpsum – SOB III

1. Lumpsum rate for turnkey RCC work including centering and rod bending shall be Rs. 60/- per sft on the super built-up area mentioned in the brochure i.e., 1,430 sft and 1,650 sft for east and west facing bungalows.
2. Schedule of work shall be as follows:
 - a. Starting from the date of laying the PCC the plinth beams should be completed within two weeks.
 - b. After completion of plinth beam all slabs including all projections should be completed within five weeks plus one week grace period.
 - c. There can be a gap between completing plinth and starting construction for the slabs with the permission of the Project Manager.
 - d. If the work is completed within 2 + 5 +1 weeks a bonus of 5% shall be paid.
 - e. In case of delay beyond 2 + 5 + 1 weeks penalty equivalent to 2% per week shall be deducted.
3. Above rates are for site mix using concrete mixer for columns and RMC for slabs are for site mix for turnkey job including centering, rod bending and casting.
4. Concrete mixer, vibrators, lifts, bamboos, oil and all other materials to be provided by contractor at his own cost.
5. Rates include marking charges, curing, making bunds for curing, making covering blocks, etc.
6. Above rates are for works from 7 ft. to 11 ft. height for flat roofs and up to 16 ft. for sloping roofs.
7. Atleast one skilled mason to be provided by contractor.
8. Penalty of 10% shall be deducted for entire floor, slabs, column and beam if consultant pass adverse remarks about quality of work.
9. Rate shall be applicable for SOB Phase III only.
10. Signature of engineer and contractor must be taken at the time of starting work and a register or schedule sheet clearly specifying starting and completion date.

Managing Director.

Sub.: Revised guideline rates for centering and rod bending works for MFH

S. No.	Description	Rate (Rs.)	Units
1.	Footings	18.00	Per cft.
2.	Beams & slabs	14.00	Per sft.
4.	Steps	70.00	Per step
5.	Deduction for using RMC instead of site mix	1.00	Per sft. / cft.
6.	Lift charges	8%	Per floor

Notes

1. Above rates are for site mix for turnkey job including centering, rod bending and casting.
2. Concrete mixer, vibrators, lifts, bamboos, oil and all other materials to be provided by contractor at his own cost.
3. Rates include marking charges, curing, making bunds for curing, making covering blocks, etc.
4. Above rates are for works from 7 ft. to 11 ft. height for flat roofs.
5. Penalty /bonus for in-time completion shall be fixed up separately for each project.
6. Atleast one skilled mason to be provided by contractor.
7. Columns casting must be done by concrete mixture for apartments.
8. Penalty of 10% shall be deducted for entire floor, slabs, column and beam if consultant pass adverse remarks about quality of work.
9. Rate shall be applicable for MFH.
 - B block - East wing - 4th slab onwards.
 - B block - West wing - 2nd slab onwards.
 - C block - South wing - 3rd slab onwards.
 - C block - North wing - all slabs.
 - A block - all slabs.
 - Septic tank & sumps.
10. These rates shall not be applicable to other sites

Managing Director.

Sub.: Revised guideline rates for centering and rod bending works – lumpsum –
Modi &
Modi Constructions.

1. Lumpsum rate for turnkey RCC work including centering and rod bending shall be Rs. 65/- per sft on the super built-up area mentioned in the brochure.
2. The guideline schedule of work shall be as follows:
 - a. Starting from the date of laying the PCC the plinth beams should be completed within two weeks.
 - b. After completion of plinth beam all slabs including all projections should be completed within five weeks plus one week grace period.
 - c. There can be a gap between completing plinth and starting construction for the slabs with the permission of the Project Manager.
3. Above rates are for site mix using concrete mixer for columns and RMC for slabs. The rate is for turnkey job including centering, rod bending and casting.
4. Concrete mixer, vibrators, lifts, bamboos, oil and all other materials to be provided by contractor at his own cost.
5. Rates include marking charges, curing, making bunds for curing, making covering blocks, etc.
6. Above rates are for works from 7 ft. to 11 ft. height for flat roofs.
7. Atleast one skilled mason to be provided by contractor.
8. Rate shall be applicable for Modi & Modi Constructions only.
9. The details of lumpsum rate for each type of bungalow is given hereunder:

S. No.	Bungalow Type	Super built-up area	Lumpsum Amount
1.	Row-House – East	1461	94,965/-
2.	Row-House – North	1467	95,355/-
3	Row-House – South	1529	99,385/-
4	Semi-detached – East	1,694	1,10,110/-
5	Semi-detached – West	1,753	1,13,945/-
6.	Detached – East	1,829	1,18,885/-
7.	Detached – West	1,946	1,26,490/-

Managing Director.

Sub.: Revised guideline rates for centering and rod bending works for KNM

S. No.	Description	Rate (Rs.)	Units
1.	Footings	18.00	Per cft.
2.	Columns, beams & slabs	16.00	Per sft.
4.	Steps	100.00	Per step
5.	Deduction for using RMC instead of site mix	1.00	Per sft. / cft.
6.	Lift charges	8%	Per floor

Notes

1. Above rates are for site mix for turnkey job including centering, rod bending and casting.
2. Concrete mixer, vibrators, lifts, bamboos, oil and all other materials to be provided by contractor at his own cost.
3. Rates include marking charges, curing, making bunds for curing, making covering blocks, etc.
4. Above rates are for works from 7 ft. to 11 ft. height for flat roofs.
5. Atleast one skilled mason to be provided by contractor.
6. Penalty of Rs. 0.50 per sft shall be deducted for poor quality work resulting in honeycombs. Further Rs. 0.50 per sft shall be deducted for beams, slab sides or beam bottoms deviating by more than 1" from specification.
7. Rate shall be applicable for works of KNM from Oct. 08.
8. These rates shall not be applicable to other sites

Managing Director.

Sub.: Revised guideline rates for centering and rod bending works – lumpsum – Kadakia & Modi Homes.

1. Lumpsum rate for turnkey RCC work including centering and rod bending for bungalows shall be Rs. 55 & Rs. 60/- per sft bungalow types B, D & A, C respectively, on the super built-up area mentioned in the brochure.
2. The guideline schedule of work shall be as follows:
 - d. Starting from the date of laying the PCC the plinth beams should be completed within two weeks.
 - e. After completion of plinth beam all slabs including all projections should be completed within five weeks plus one week grace period.
 - f. There can be a gap between completing plinth and starting construction for the slabs with the permission of the Project Manager.
3. Above rates are for site mix using concrete mixer for columns and RMC for slabs are for site mix for turnkey job including centering, rod bending and casting.
4. Concrete mixer, vibrators, lifts, bamboos, oil and all other materials to be provided by contractor at his own cost.
5. Rates include marking charges, curing, making bunds for curing, making covering blocks, etc.
6. Above rates are for works from 7 ft. to 11 ft. height for flat roofs.
7. Atleast one skilled mason to be provided by contractor.
8. Rate shall be applicable for Kadakia & Modi Homes only.
9. The details of lumpsum rate for each type of bungalow is given hereunder:

S. No.	Super built-up area	Lumpsum amount
1	1620 sft	97,200/-
2.	1928 sft	1,06,040/-
3.	1605 sft	96,300/-
4.	1790 sft	98,450/-

10. If works are completed in time as per schedule given above, an additional Rs. 5/- per sft on the super built-up area shall be paid as bonus.
11. Bills can be raised in two stages namely Stage 1 after completing footings, plinth and first slab and Stage 2 – on completing all RCC works. Stage I billing shall 55% of lumpsum rate and Stage II shall 45% of lumpsum rate.
12. Rates for other works like clubhouse, water tank, etc., shall be as per 507(g).

Managing Director.

Sub.: Revised guideline rates for centering and rod bending works for GMG Phase II.

S. No.	Description	Rate (Rs.)	Units
1.	Footings	20.00	Per cft.
2.	Beams & slabs	16.00	Per sft.
3.	Columns	17.00	Per sft.
4.	Steps	100.00	Per step
5.	Deduction for using RMC instead of site mix	1.00	Per sft. / cft.
6.	Lift charges	8%	Per floor

Notes

1. Above rates are for site mix for turnkey job including centering, rod bending and casting.
2. Concrete mixer, vibrators, lifts, bamboos, oil and all other materials to be provided by contractor at his own cost.
3. Casting of column should be done using concrete mixture.
4. Rates include marking charges, curing, making bunds for curing, making covering blocks, etc.
5. Above rates are for works from 7 ft. to 11 ft. height for flat roofs.
6. Atleast one skilled mason to be provided by contractor.
7. Penalty of Rs. 0.50 per sft shall be deducted for poor quality work resulting in honeycombs. Further Rs. 0.50 per sft shall be deducted for beams, slab sides or beam bottoms deviating by more than 1" from specification.
8. Rate shall be applicable for works of GMG Phase II only.
9. These rates shall not be applicable to other sites

Managing Director.

Sub.: Guideline rates for Civil works – Lumpsum for Bungalows

S. No.	Description	Rate (Rs.)	Units
1.	Bungalows/ Villas / Row Houses: turnkey civil work charges including brick work, plastering, shelves/ lofts upto 150 sft., elevation, scaffolding tying and removing, sand screening, curing, lifting charges, floor chipping, batana shifting for flooring, skirting plastering, holes closing, minor finishing works, electrical holes closing, water tank plastering, railing fixing, doors frames, ventilators and template fixing, slope roof leveling, three sides compound wall, gate fixing, etc.	Rs. 65/-	Per sft. Of salable area as mentioned in brochure excluding terrace and portico area.
2.	Bonus for on time completion + good quality of work + following good construction practices like curing, proportion boxes + low wastage. Bonus in part or full shall be recommended by project manager and approved by M.D.	Rs. 5/-	Per sft. of salable area as mentioned in brochure excluding terrace and portico area.
3	Bill is to be raised in 5 stages: Stage 1: on completing of brick work & compound wall Stage 2: on completing 2 coats of internal plastering, Stage 3: on completion external plastering, elevation works & compound wall plastering Stage 4: Holes closing, floor chipping, dust shifting, PCC for portico, brick work for garden, wash area, etc., Stage 5: Final finishing works like skirting , plastering and edge rebuilding, gate fixing, railing fixing, etc.,	Rs. 25/- Rs. 12/- Rs. 16/- Rs. 6/- Rs. 6/-	Per sft
4.	Project Managers are advised to estimate the value of work done Vs payment made on a weekly basis as per the stages given above. An excel sheet similar to apartments can be made for the same. Credit limit for each civil contractor per bungalow shall be Rs. 20,000/-		

5.	<p>Alternatively small amounts can be paid in advance for each stage of construction and time frame fixed for completing each stage. Weekly payments need not be paid. A guideline for fixing lumpsum payments is given below, however, it may be altered with prior approval of M.D. from project to project and contractor to contractor.</p> <p>a. For civil work pay 1/3rd value for brick work and plastering each week for 3 weeks and the work to be completed in 3 weeks.</p> <p>b. Similarly for internal plastering the payment can be split into 2 parts and work to be completed in 2 weeks.</p> <p>c. Similarly for external plastering payment can be divided into 2 or 3 parts with the work to be completed in 2 or 3 weeks. For other works payment can be made on completion.</p>		
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Notes:

1. All labour and equipment to be provided by contractor.
2. The above rates include hacking charges.
3. If charges for hacking, tying, removing, scaffolding, chipping, shifting mortar for flooring, etc., are paid to other contractors, ensure that these payments are either debited to the contractors account or the bill amount is appropriately reduced.
1. Circular no. 508(g) stand cancelled.
2. Rates applicable for:
 - a. All villa projects of individual villas where brick work has not been completed.

Managing Director

Sub.: Revised Guideline rates for Civil works – Apartments - Lumpsum

S. No.	Description	Rate (Rs.)	Units
1.	Apartments turnkey civil work charges including brick work, plastering, shelves/ lofts upto 100 sft., elevation, ducts, scaffolding tying and removing, stilt floor plastering, sand screening, curing, lifting charges, floor chipping, batana shifting for flooring, skirting plastering, holes closing, minor finishing works, electrical holes closing, water tank plastering, railing fixing, doors frames, ventilators and template fixing, grill fixing, etc. Excludes compound wall, roads and common amenities works.	60.00	Per sft. for each floor
		30.00	Per sft. for Stilt floor
		Nil	Terrace floor
2.	Bonus for on time completion + good quality of work + following good construction practices like curing, proportion boxes + low wastage. Bonus in part or full shall be recommended by project manager and approved by M.D.	5.00	Per sft for each floor excluding stilt & terrace floors

Notes:

1. All labour and equipment to be provided by contractor.
2. Schedules should be strictly adhered to.
3. Signature of engineer and contractor must be taken at the time of starting work and a register or schedule sheet clearly specifying starting and completion date.
4. Stage wise billing shall be made as follows:
 - a. Brick work including common areas -Rs. 22/- per sft
 - b. Elevation work – Rs. 14/- per sft
 - c. Internal Plastering (2 coats) including corridors – Rs.12/- per sft.
 - d. Holes closing, floor chipping and dust shifting including common areas - Rs.6/- per sft
 - e. Final finishing works including skirting, plastering, edges rebuilding, etc. – Rs. 6/- per sft.
 - f. Terrace floor finishing works – Rs. 10/- per sft of terrace area
 - g. Stilt floor plastering and minor finishing works including level marking and dust shifting for flooring – Rs.20/- per sft.
5. In Apartments projects the on a/c. payments made to the contractors should be verified with the status of work completed as per the rates given above in the specified format.
6. The above rates include hacking charges.
7. If charges for hacking, tying, removing, scaffolding, chipping, shifting mortar for flooring, etc., are paid to other contractors, ensure that these payments are either debited to the contractors account or the bill amount is appropriately reduced.
8. Circular no. 508(f) stand cancelled.
9. Rates applicable for GWE (except C block), GMG II (except F block) and other future projects. Not applicable to MFH & PMR.

Subject: Revised Labour Daily Wage Rates.

Daily wages for labourers shall be as given under. Weekly allowance as given in memo no. 912/23 dated 21.5.2009 is hereby cancelled.

The revised labour wages for the contractors shall be as follows and shall be valid from 04.03.2010. These rates shall be valid till further notice. Rates shall be applicable to on a/c, dept. & job work payments at all sites

Type of work	Contractor/ Head Mason	Mason	Male Helper	Female helper
Civil Work*	300	275	150	130
Centering & Rod Binding*	300	200	150	130
Carpenters	300	250	150	-
Welders	300	250	150	-
Excavation / Earth work	300	-	160	140
Painters /polishing	300	225	150	-
Plumbers	300	250	150	-
Tile Fitter	300	300	175	130
Electrical	300	250	160	-
Gardner	-	200	150	110

Notes:

1. Head Mason charges can be paid only to 1 or 2 masons per contractor, that too only if his skills justify it.
2. The ratio of Masons is to labourers shall not exceed 1:1.5 i.e., for every Mason not more than 1.5 labourers should be employed. In case the number of labourers exceed this ratio do not make on a/c. payment for such excess labour every week. However, make a provision for additional labour that may be required at the time of brick work (for brick shifting). Here too the ratio should not exceed 1:2.
3. In case of carpenters, welders, painters, plumbers and electricians they must employ one helper for every two Masons. In case they fail to do so pay weekly on a/c. payment in the ration 1:2 as per the rates specified for male helper and mason.
4. Admin Officers at site shall ensure that weekly vouchers for on a/c. payments are made accordingly.
5. For small construction sites which are outside MCH limits, additional bus pass of Rs.15/- per person per day can be paid in addition to the wages. No bus pass is payable for major construction sites at any location.

Managing Director.

Sub.: Minor Sites – Register Inspection

Security, in-charge and / or site supervisor of each site shall bring their registers for inspection to the head office on Friday evening or Saturday morning.

Majid / Jay Kumar or in his absence the respective accountant shall inspect the registers and verify the vouchers for weekly payment. However, major sites viz., SOB, SOA, GMG, PMR, MFH will be exempted from bringing the registers to the office. In fact, the registers of SOB, SOA, GMG, PMR, MFH shall not be removed from the site without authorization from the Managing Director. Registers of Minor Sites shall be brought to the office for inspection regularly.

Managing Director.

Sub.: Attendance Value

Hours of work	Attendance Value
0 – 2½ hrs.	0
2½ – 6.00 hrs.	0.50
6.00 – 9.00 hrs.	1.00
9.00 – 10½ hrs.	1.25
10½ – 13.00 hrs.	1.50
Above 13.00 hrs.	2.00

Notes:

1. No O.T. shall be given for civil works i.e., brick works and plastering from 14.4.2007. Maximum O.T. of 1.25 shall be given for earth works from 14.4.07.
2. This procedure is to be strictly followed without any exception.
3. Change shall be made only after taking authorization from Managing Director.
4. Copy of this circular must be given to the security supervisor.

Managing Director.

Circular No. 514(a) – Construction Department

Date: 27.08.2005

Sub.: Test Reports

Site Supervisors and Engineers shall make sure that test reports for steel, concrete, etc., mentions the name of the company and the name of the site. Make sure that at the time of giving material for testing to laboratories, they are clearly informed about the same.

Also ensure that slab / column no. and/or bungalow / flat no. are also mentioned in the test report. In case of testing of steel and other materials ensure that the supplier's name, bill no./D.C. No. and date of supply are mentioned on the test report. Unless this is followed it is difficult to track down which test report is for which site, etc.

Managing Director.

Sub.: Procedure for preparation of labour bills.

Labour bills must be prepared according to the word format provided to the engineers. An additional copy can be requested from Aruna for the standard format for bills. Payments are of 6 types:

1. Labour Charges – LC
2. Hire Charges – HC
3. Allowance for Consumables – AC
4. Material Payment – MP
5. Transport Charges – TC
6. Hamali Charges – HA
7. Allowance for equipment - AE

Labour bill will be split in the following ratios:

1. For all types of civil works – 40% LC, 30% AE & 30% AC.
2. For centering and rod bending works – 80% AE & 20% LC.
3. For plumbing, electrical, welding, carpentry, ceramic tiles fitter, earth work – 40% LC, 40% AE & 20% AC.
4. For Painter total bill less material bills = gross labour bill. Gross labour bill payment shall be split into 40% LC, 40% AE & 20% AC.
5. For rock cutting, bendad, granite, 40mm metal bills will be made as material payment bills / vouchers.
6. For cement block production bills / voucher will be made as 20% LC and 80% AE.
7. For hire charges for machinery and building equipments like tractors, JCB, tipper etc., shall be billed as HC. For batta payment the voucher can be made as HA.
8. Road works with material – 70% MP, 20% HC & 10% LC
9. Road works without material – 70% HC & 30% LC.
10. For turnkey job works including material like water proofing, Al windows, marble, country tiles, pavers, other types of stone – adopt the following procedure: Labour, transport, hamali, material and other charges shall be as per quotations. Engineers will make an estimate of the work done ie, quantity X rate as per quotation. The estimate can be approved and sent to head office. Purchase department shall directly obtain original bills the from Vendors and for the balance amount make bills for LC / HC / AE / AC / TH as per quotations.
11. TDS must be deducted or added as the case may be @ 2.06% on all types or payments except material payments.
12. Soft copy of standard format will be emailed to all email accounts.

Managing Director.

Bill for Labour Charges

Mrs. Sadhana Kishan Raj
3-6-98, Vasavi Towers,
Below Trinethra Super Market ,
West Marredpally Main Road,
Secunderabad-26.

Date: 07-06-2007

In favor of: Mehta Modi Homes Phase -I
Project / Site: Silver Oak Bungalows, Phase I
Location: Cherlapally

Type of Work: Water Proofing Work
Towards: Labour Charges

S No.	Description	Amount
1.	Water Proofing work done at Silver Oak Bungalows-I for West facing Bungalow-No.64 & East facing Bungalow Nos.-74,75 & 76. from dtd: 15.04.07 to 09.05.07.	Rs. 13,000.00

Amount in words: Rs. Thirteen thousand only.

Cheque No. Cheque Date Drawn on Bank

Sign: _____

Subject: Preparation of Labour Quarter Rent Report.

Every week a labour quarter rent report prepared in MS Word / Excel shall be sent to the office along with the weekly reports. The format for labour quarters rent report is as follows:

Columns:

1. Sl. No.
2. Quarter No.
3. Name of occupant
4. Contractor Name
5. Room Rent
6. Elec. Charges
7. TV Charges
8. Fan charges
9. Music system
10. Total rent & charges

Report must be mentioned From Date & To Date. Rent is from Saturday to Friday. Report must be signed by security supervisor and engineer.

Accountants shall pass a JV, debiting the rent to each contractor and crediting rent received (Income).

Managing Director.

Sub.: Preparation of Estimates and Measurements.

Engineers / Supervisors shall follow a standard format for making estimates/measurements. Estimate and measurement sheets are provided in Ms-Excel. A format copy may be obtained from Aruna.

Distinction must be made between measurements and estimates. Measurements only determine the quantum of work done. It contains the total quantity in Cft, Sft etc., while the estimate is a Rupee value of work done or to be done. Summary of measurements as per measurements sheet must be used to prepare the estimate.

Estimate and measurement sheets must contain details like Company Name, Project, Work description, Period of work, contractor name, etc., and must be signed by Engineers / Supervisors.

Soft copy has been emailed to all email accounts.

Managing Director.

Measurement sheet

MEASUREMENT SHEET									
Company Name:					Approved by:				
Project:					Sign:				
Work Description:					Work start date:				
Contractor:					Work end date:				
Prepared By									
Date:									
			A	B	C	D	E=AxBxCxD	F	G=Sum of E
S No.	Item Head	Item Description	Length	Width	Height	Nos.	Quantity	Units	Item Head Total

Estimate Sheet

ESTIMATE SHEET							
Company Name:					Approved by:		
Project:					Sign:		
Work Description:							
Contractor:							
Prepared By							
Date:							
S No.	Item Head	Item Description	Quantity	Units	Rate	Amount	Item Head Total

Sub.: Revised guideline rates for civil works

S. No.	Item	Rate	Units
	Excavation		
1.	CRS - soft soil	4.00	cft
2.	CRS - hard soil	5.00	cft
3.	Column pits upto 7' - soft soil	4.00	Cft
4.	Column pits upto 7'- hard soil	5.00	Sft
5.	Column pits beyond 7'	5.00	Cft
6.	Column pits with water add	0.5 to 1.0	Cft
7.	Shifting earth beyond 50' add	0.75	cft
8.	Columns pits & plinth beam fill back	1.50	cft
9.	Fill back form more than 50' add	0.50	cft
10.	Compaction at plinth level.	0.60	sft
11.	PCC 4" & 6"	3.00	sft
12.	Sand filling under footing for cushioning upto 1'	1.20	cft
13.	Sand filling under footing for cushioning beyond 1'	0.60	cft
14.	UCRS	3.50	cft
	CRS		
15.	Compound wall basement	4.50	cft
16.	Retaining wall / sumps upto 5'	4.75	cft
17.	Lift for retaining wall	10%	For every 5'
18.	Bed for retaining wall 2" without steel	4.00	sft
19.	DPC 2" to 3"	3.50	sft
20.	Bed for retaining wall 4" with steel	9.00	sft
	RCC		
21.	Steps	70.00	nos.
22.	Partition & drop walls with plastering	20.00	sft
23.	1/2" shelves with plastering	20.00	sft
24.	Lofts & platforms w/o plastering	17.00	sft
25.	Lentils 4 sides	9.00	sft
26.	Chajjas -exterior w/o plastering	17.00	sft
27.	Chajjas – with mould w/o plastering	12.00	sft
	Walls with beds every 3.5 ft		
28.	4" cement blocks	4.00	sft
29.	6" cement blocks	4.00	sft
30.	8" cement blocks	4.50	sft
31.	4" table brick	5.00	sft
32.	9" table brick	4.50	sft
	Plastering Internal with scaffolding		
33.	2 coat walls	4.50	sft
34.	2 coat ceiling & pillars	5.00	sft
35.	1 coat walls	3.00	sft
36.	1 coat ceiling & pillars	3.50	sft
37.	2 coat ceiling sloped roof	6.00	sft
38.	Kalai finish walls	4.50	sft

39.		Kalai finish floor	4.00	sft
40.		Sand screening for plastering 1/2 coats	0.2/0.50	sft
41.		2 coats external plastering with scaffolding	6.50	sft
42.		Door frames with bed	80.00	nos.
43.		Window frames with bed	5.50	sft
44.		Bathroom Ventilators	35.00	nos.
45.		L & Z angle frames	40.00	nos.
	Scaffolding (with ballis)			
46.		Single	1.00	sft
47.		Double	1.25	sft
48.		Extra for blue sheets	0.25	sft
49.		Removal	0.60	sft
50.		Scaffolding (steel – H frame) tying	0.75	sft
51.		Scaffolding (steel – H frame) removal	0.50	sft
	Grooves & Pattis (with plastering)			
52.		Internal 1/2"	4.00	rft
53.		External 1/2" to 1'	5.00	rft
54.		Drip patti	5.00	rft
55.		Plain patti single 1/2" to 2"	7.00	rft
56.		Plain patti double 1/2" to 3"	9.00	rft
57.		Design or curved patti min 3" to 12"	50.00	rft
58.		Plain band 3" to 9"	16.00	Rft
	Compound wall			
59.		4" & 6" wall with 9" pillar	5.50	sft
60.		Grill fixing with pillar	6.00	Sft
61.		Gate fixing with RCC pillar w/o plastering	1,250.00	nos.
62.		Post box	300.00	nos.
63.		Curing (calculated on super built up/sellable area)	1.20	sft
64.		Batana sifting for flooring	0.65	sft
65.		Hacking	0.35	sft
66.		Beam Chipping	15.00	sft
67.		Floor Chipping	0.50	sft
68.		Skirting plastering	5.00	rft
69.		Chicken mesh	3.00	rft
70.		Concrete pouring for roads & slabs 6"	4.00	sft
71.		Concrete pouring for roads & slabs 4"	3.50	sft
72.		Curbstone fixing with PCC w/o plastering	8.00	rft
73.		1 coat curbstone plastering with groove	4.00	rft
74.		2 coat curbstone plastering with groove	5.00	rft
75.		Sloping roof leveling	4.50	rft
76.		RCC beds 4" with steel	5.00	rft
77.		Plain Arch 4" to 6" with plastering	50.00	rft
78.		Dummy pillars with plastering	350.00	nos.
79.		Staircase & Passage pipe railing fixing	3.50	rft
80.		Rough Shabad pointing	4.50	sft
81.		AC sheet fixing with brickwork on roof	3.50	sft
82.		1" & 2" baby chips bed	2.50	sft

83.	Granite cutting from rocks - 9"X 6" x 6"	5.50 / 4	big / small
84.	60 mm metal from breaking rocks	600.00	per 100 cft

Notes:

1. These are guideline rates for large construction sites.
2. Compare rates with weekly labour payments made.
3. Avoid dept. payments - fix lump sum rates as per estimate.
4. Add 5 to 15% extra to these rates for works less than Rs. 10,000/-
5. Weekly labour payment to be made as per wages given in circular.
6. Rates applicable for all sites for work taken up after 15.3.2010.

Soham Modi.

Sub.: Guideline rates for painting works.

S. No	Item	Units	Primer	1 st coat	2 nd coat	Primer + 2 coats painting
1	OBD without luppum - Asian / Berger	Sft	1.00	1.10	0.65	2.75
2	Plastic emulsion without luppum – Asian Royal	Sft	1.00	2.25	1.75	5.00
3	Luppum with OBD – Asian /Berger	Sft				6.00
4	Luppum without primer or OBD	Sft				3.25
5	Plastic emulsion with luppum	Sft				8.00
6	Birla white in place of luppum. Add	Sft				3.00
7	Enamel without luppum	Sft	1.00	1.75	1.25	4.00
8	Enamel – grills, railing, ventilator, ladders, etc. – measure one side only	Sft	1.00	3.00	2.50	6.50
9	Enamel – doors/door frames without luppum	Sft/ Rft	1.00	1.75	1.25	4.00
10	Enamel without luppum – templates, Z angles, etc	Rft	0.75	1.00	0.75	2.50
11	Enamel without luppum – pipe railing	Rft	1.00	1.75	1.25	4.00
12	Enamel with luppum for door frames and doors	Rft / sft				6.25
13	Enamel with luppum for beading	Rft				3.75
14	Exterior Emulsion – Ace	Sft	1.25	2.00	1.25	4.50
15	Exterior Emulsion –Apex	Sft	1.25	2.75	2.00	6.00
16	Exterior Emulsion for 3 & 4” drainage lines	Rft	Same as above			
17	Exterior Emulsion GI pipes upto 1.5”	Rft	Nil	Nil	Nil	Nil
18	Lovely cem / surya cem	Sft	0.0	0.60	0.40	1.00
19	Melamine polish average quality / high quality	Sft				25 /35
20	Melamine polish for main doors & door frames lumpsum	Nos				1,250
21	Melamine polish for banister	Rft				35.00
22	Crack filling with crack filling compound making a groove with grinder – without material	Rft				3.00
23	Crack filling – hairline cracks – without material	Rft				1.00
24	Acid wash for bathroom/ floor tiles including acid cost	Sft				1.50
25	Black Japan for door frames with material	Nos				30.00
26	Pellamber quote for teak doors with	Nos				35.00

	material					
27	Turnkey job for painting inside flat with luppum, primer, OBD, Enamel, POP gap filling, crack filling, washing & cleaning including doors, door frames, beading, grills, black japan, templates, shelves, lofts, etc., excludes balcony painting and main door polish	Sft of super built up area as mentioned in brochure				21.00
	Turnkey job for painting bungalow / town house with luppum, primer, OBD, Enamel, Exterior Emulsion, lovely cem, POP gap filling, crack filling, washing & cleaning including doors, door frames, beading, grills, black japan, templates, shelves, lofts, external painting, compound wall, gates, etc., excludes railing and main door polish	Sft of super built up area as mentioned in brochure				35.00

Notes:

1. Rates inclusive of all material unless otherwise specified.
2. Material like primer, thinner, paint (OBD, emulsion, lovely cem and enamel), luppum to be ordered through purchase division.
3. Tools like brushes, luppum patties, sand paper, ladders, swings, etc., and other minor materials like polish, stainers, black japan, Pellamber, etc., to be purchased by painter and payment should be made along with weekly vouchers as on a/c. on production of bills.
4. For Lumpsum works of flats and bungalows, building can be done in two stages - Stage I being all works except last coat of OBD and Ace, Stage II being cleaning, finishing and last coat of Ace and OBD. Stage I to be billed on 80% of total cost and Stage II on 20%.
5. Rates applicable for:
 - a. GWE (except C 1 to 3 and 20 to 29), MFH C block & A block west wing, GMG II and all villa projects where work of individual villas has not been completed.
 - b. Rates not applicable for PMR.
6. Circular no. 520(c) & (d) stand cancelled.

Soham Modi.

Revised Guide Line Rates for Waterproofing Works

Engineers / supervisors shall wherever possible determine the quantum of work and repair an estimate using the guideline rates, after which lumpsum amount for the work shall be fixed.

Sl. No	Description	Rate	Units
1	Overhead tank - surface cleaning, I coat water proof plaster with RBR & IWP, pressure grouting, Finish coat plaster with RBR & IWP. Rate includes labour & lifting charges. For old tanks chipping cost not included.	18.00	per sft
2	Chipping cost for old tank - labour, cleaning & removal of debris	10.00	per sft
3	Slope Roof: surface cleaning, I coat water proof plaster with RBR & IWP, pressure grouting, finish coat plaster with RBR & IWP, semi-smooth finish as top coat. Rate includes labour & lifting charges. Upto I & II floors only.	12.00	per sft
4	Terrace: surface cleaning, application of SBR cement slurry, baby chips mortar with drain slopes mixed with IWP, application of SBR cement slurry, finished coat with mortar mixed with IWP with neat cement slurry final finish & false lines. Rate includes labour & lifting charges. For bungalows up to II floors	12.50	per sft
5	Terrace: Same as above. For apartments upto stilt + 5 floors	13.00	per sft
6	Cellar floor: Box method with shabad stone. Surface preparation, fix stone, rough plaster with RBR, fill gaps with cement slurry with grout add mixture. Stone to be provided by Builder.	18.00	per sft
7	Cellar side walls: surface cleaning, I coat water proof plaster with RBR & IWP, pressure grouting, Finish coat plaster with RBR & IWP. Rate includes labour & lifting charges.	14.00	per sft
8	Lift pit water proofing by box method as in serial no. 6 above. Lift pit upto size 7 ft x 7 ft x 7 ft.	5,500.00	per lift pit
9	Sunken Bathroom: surface cleaning, then apply Hyseal, I coat water proof plaster with RBR & IWP, Pack holes with RBR, fill with brickbat, finish coat plaster with RBR & IWP with 4" above SFL on to the side walls. Rate includes labour & lifting charges. For bathroom larger than 8 ft X 6 ft. add @ of Rs. 20 per sft on floor area.	1,400.00	per bathroom
10	Bathroom (not sunken): surface cleaning, then apply Hyseal, I coat water proof plaster with RBR & IWP, Pack holes with RBR, fill with brickbat, finish coat plaster with RBR & IWP with 4" on to the side walls. Rate includes labour & lifting charges. For bathroom larger than 6.5 ft X 4 ft. add @ of Rs. 20 per sft on floor area.	900.00	

11	Wash area & Utility areas: surface cleaning, I coat water proof plaster with RBR & IWP, finish coat plaster with RBR & IWP with 4" on to the side walls. Rate includes labour & lifting charges. For areas larger than 50 sft add @ of Rs. 12 per sft on floor area	800.00	per utility
12	Wash area & Utility areas: surface cleaning, I coat water proof plaster with RBR & IWP, fill with brickbat, finish coat plaster with RBR & IWP with 4" on to the side walls. Rate includes labour & lifting charges. For areas larger than 50 sft add @ of Rs. 18 per sft on floor area	1,000.00	per Utility
13	Sump & Cellars with CRS or Brick - surface cleaning, I coat water proof plaster with RBR & IWP, Finish coat plaster with RBR & IWP. Rate includes labour & lifting charges.	13.00	per sft
14	Sump & Cellars RCC - surface cleaning, then apply Hyseal, I coat water proof plaster with RBR & IWP, pressure grouting, finish coat plaster with RBR & IWP. Rate includes labour & lifting charges.	18.00	per sft
15	Lift pits: Same as sump & cellar rates as in serial no. 13 & 14 above		sft
16	Small Job works (Less than Rs. 2,500/-) 1 Mason + 2 helpers with tools & conveyance - Chemical cost as per actual	800.00	per day
17	Expansion joints filling with polysulphide filler upto 1" width, turnkey job with 3 years warranty	500.00	running meter
18	Expansion joint treatment at terrace by torch on membrane. Process includes surface cleaning, application of Pumer (Butamin base), fixing of Dr. Fixit Torch – on membrane, pouring of hot melt adhesive over the membrane and trowelling for required finish. 4mm double layer 4mm single layer	52.00 32.00	Per sft Per sft

Lumpsum rates for water proofing works for Villa projects shall be as follows:

S. No.	Type of house	Lumpsum Amount for flat roof
1.	Town House (applicable to MNM)	Rs. 15,500/-
2.	Small villa (applicable to MNM, VSC, KNM)	Rs. 16,500/-
3.	Large villa (applicable to MNM, VSC, KNM)	Rs. 17,500/-
4.	East & north facing bungalow – applicable to SOB III	Rs. 20,000/-
5.	West facing bungalow – applicable to SOB III	Rs.23,000/-

Notes:

1. Rates are for turn-key jobs. Cement metal, chips & sand to be supplied by Builder. Labour chemical etc. to be provided by Contractor.

2. Bill: 60% bill inclusive of taxes, 20% labour bill & 20% towards hire charges for equipment. In case bill for entire amount as work order is being given then additional 2% can be paid as 50% share of works contract tax under VAT.
3. Abbreviations:
 - a. RBR: Roof Bond Repair
 - b. IWC: Integral waterproofing Compound
 - c. SBR: Styrene Butadiene Rubber
4. Rates applicable for:
 - a. GWE (except C 1 to 3 and 20 to 29), MFH C block, GMG II and all villa projects where work of individual villas has not been completed.
 - b. Rates not applicable for PMR.
5. Circular nos. 521(c), 521(d), 521(e), 521(f) & 521(g) stand cancelled.

Soham Modi

Circular No. 522 (g) - Construction Division
 Sub.: Revised Guide Line Rates for Welding Works

Date : 18.03.10

Sl. no.	Description	Units	Simple work	Designer work
1	Gates – fabrication and fixing	sft	25.00	30.00
	Main gate fabrication and fixing. large gate more than 200 sft	sft	30.00	35.00
2	Z Angle Frames	nos	32.50	-
3	MS Grills for windows	sft	15.00	18.00
4	MS Grills- Fitting charge	sft	3.00	-
5	MS railing for elevation with fitting	sft	24.00	-
6	MS pipe railing with fitting	rft	11.00	-
7	3" L- Angle with hole for lintels	nos	12.00	-
8	MS Stools upto 6' height	nos	200.00	-
9	MS stools 6' to 10' height	nos	250.00	-
10	Floor boards (Tadkas) in MS L angle or square pipe (1'x 8')	nos	60.00	-
11	Tube Light Stand	nos	70.00	-
12	Measuring Box upto 6 cft.	nos	275.00	-
13	Chajja Moulds.	sft	25.00	35.00
14	L- angle cloth frame	nos	100.00	-
15	Compound wall railing	sft	15.00	-
16	Postbox Frame.	nos	100.00	-
17	Gearless Rolling Shutter with material (lock extra)	sft	100.00	-
18	Gearless Gril type Rolling Shutter with material	sft	110.00	-
19	Rolling Shutter Spring Bearing	nos	350.00	-
20	Tree Guards	nos	70.00	-
21	2" Box Section Templates	nos	100.00	-
22	Sheds - AC& GI with purlins, trusses, columns, & sheet fitting	sft	18.00	-
23	Rod cutting with gas (1 Mason + 1 Helper) - Gas & Blades to be provided by builder	per day	450.00	-
24	AC / GI Sheet fixing	sft	2.75	-
25	MS railing for staircase	sft	16.00	24.00
26	1" MS Pipes for Ducts	nos	40.00	-
27	Dept work: 1 Mason + 1 Helper + Cutting machine + welding machine + welding rods	per day	550.00	-
28	Chain link: poles Fabrication + chain link fixing	sft	12.00	-
29	Agro Mesh: Fabrication of frame + agro mesh fixing	sft	9.00	-
30	Hoarding fabrication – 6' x 4' & 8' x 12' including very large hoardings	nos	13.00	-
31	Gates fixing only	sft	4.00	-
32	Centering plates fabrication with L angle	sft	2.25	-
33	Column box fabrication with L angle	sft	3.00	-
34.	Round column box fabrication	sft	5.00	-

35.	Centering plate fabrication for miscellaneous works like balcony caps, sloping roofs, etc.	sft	5.00	
36.	H frame fabrication using MS pipes – one set consisting of 2 H frames and 4 cross pipes (6'6" x 4')	Per set	530.00	-
37.	Ventilator rods cutting	Per ventilator	10.00	-
38.	L angle brackets for electrical panel boards	nos	25.00	-
39.	MS ladder upto 18" wide in round pipes straight	sft	10.00	
40.	MS ladder upto 18" wide in round pipes straight with semi circular hand rails	sft	12.00	
41.	Fabrication and installation of MS exhaust pipe for generator 3" /4" dia.	rft	50/60	
42.	Grating for rain water manholes	sft	65.00	
43.	Lifts, staircase and MS including steps, railing and structural frame, upto 4 ½ ft width	Per step	300.00	
44.	Canopy on terrace floor with/without sheet fixing	sft	18.00/15.00	-
45.	L angle frame for flush doors	nos	100.00	
46.	MS round pipe bending upto 40 mm NB	rft	10.00	
47.	Lumpsum rate for welding works for all villa projects including gate, compound wall railing, grills, staircase, cloth hangers, ladders, balcony railing, terrace railing, etc. Work shall be divided into stages and stage wise billing can be made as follows: 1. Stage 1 – on completing Z angle frames Rs. 500 2. Stage 2 – on completion of fabrication and fixing of gates, grills (fabrication only), balcony railing, ladders, etc – Rs. 10,000 3. Stage 3 – Grills fixing and staircase railing fabrication and fixing – Rs. 5,500	Per bungalow/ Town house	Rs. 16,000	

Note:

1. Welders shall bring their own welding rods, cutting blades, etc., and on production of bills, on a/c. voucher for the same amount can be sent along with weekly vouchers.
2. Circular no. 522(b), (c), (d), (e) & (f) stand cancelled.
3. Rates applicable for:
 - a. GWE (except C 1 to 3 and 20 to 29), MFH C block & A block west wing, GMG II and all villa projects where work of individual villas has not been completed.
 - b. Rates not applicable for PMR.

Soham Modi.

Sub.: Guideline Rates for Carpentry - Lumpsum – SOB II & III

Based on the rates given in Circular No. 523(b) the lumpsum rate for carpentry works shall be as follows:

- | | | |
|-----------------------|---|---------------------------|
| 1. 3 bedroom bungalow | - | Rs. 9,500/- per bungalow |
| 2. 4 bedroom bungalow | - | Rs. 15,000/- per bungalow |

Note:

1. Rates are applicable for SOB II & III.
2. Rates are for turnkey jobs including doorframe making, fixing, shutter fixing, AC frame making, wooden bedding making and fixing, hand rail making and fixing.
3. Payments will be made based on attendance and allowance for tools and consumables can be given weekly as required.

Managing Director.

Sub.: Guideline Rates for Carpentry - Lumpsum – MNM

Based on the rates given in Circular No. 523(b) the lumpsum rate for carpentry works shall be as follows:

- | | | |
|------------------|---|----------------------------|
| 3. Semi-detached | - | Rs. 9,500/- per Villa |
| 4. Detached | - | Rs. 10,500/- per Villa |
| 5. Town house | - | Rs. 7,500/- per Town House |

Payment shall be released in 3 stages as follows:

Stage	Description	Semi-detached	Detached	Town house
I	on completing door frames	1,700	2,000	1,700
II	on fixing doors, hardware and beeding	2,500	2,700	2,500
III	on completing staircase railing work	5,300	5,800	3,300

Note:

1. Rates are applicable for MNM only.
2. Rates are for turnkey jobs including doorframe making, fixing, shutter fixing, AC frame making, wooden beeding making and fixing, hand rail making and fixing.
3. Payments will be made based on attendance and allowance for tools and consumables can be given weekly as required.

Managing Director.

Sl.no	Description	Rate	Units
1	Wooden door frame making charge (5" width)	200.00	nos
2	Wooden door frame making charge (4" width)	200.00	nos
3	Door Shutter and Hardware fixing (with Mortice & Tubular Locks)	200.00	nos
4	Door shutter and hardware fixing (with aldrop & tower bolt)	150.00	nos
5	Teak wood Beeding for upto 3" (main door) / 1 1/2" (other doors), Making charges + Fixing. Pay making charges as on a/c. and debit the same in the final bill.	120/50	per door
6	Ventilators with Groove making upto 4 sft, larges sizes on prorata basis.	85.00	nos
7	Wooden Railing (SOB type) with posts	125.00	rft
8	Wooden AC Frames	110.00	nos
9	Soft Board	20.00	sft
10	Mosquito mesh Door	35.00	sft
11	Glass fixing for newspaper box	30.00	nos
12	Pinhead glass fixing for AC frames	100.00	nos
13	Tower Bolt (Extra)	25.00	nos
14	Aldrop (Extra)	25.00	nos
15	Door eye fixing	40.00	nos
16	Office Furniture	80.00	sft
17	Residence Furniture	110.00	sft
18	Mirror Frame with fixing	125.00	nos
19	Ventilator Glass fixing per ventilator	30.00	nos
20	Wooden Threshold (Door Bottom Rail)	110.00	nos
21	Office tables fixing with brackets to floor	65.00	nos

Notes:

1. Engineers / supervisors shall wherever possible determine the quantum of work and prepare an estimate using the guideline rates, after which lumsum amount for the work shall be fixed.
2. Specifically MNM, KNM and SOB shall send estimates so that circular nos. 523(c) and 523(f) can be revised.
3. New rates shall be applicable for GWE all flats except C 1, to 3, C 20 to 29, MFH A block west wing and C block, GMG II, SOB III except 318 to 343, MNM except 13, 35, 55 and 30, VSC, KNM except 1, 35 and commercial complex. In all other previous works (including PMR I) Circular 523 (b) shall continue to be in force.

Soham Modi

Sub.: Guideline Rates for Carpentry - Lumpsum – SOB II & III

Based on the rates given in Circular No. 523(g) the lumpsum rate for carpentry works shall be as follows:

1. MNM – Deluxe detached/semi detached villas – Rs. 12,500/- per bungalow.
2. MNM – Deluxe Townhouses – Rs. 11,500/- per Townhouse
3. KNM & VSC – Deluxe Villas – Rs.12,500/- per villa
4. SOB III - Deluxe Villas – Rs.12,500/- per villa

Bills shall be released in 3 stages as follows:

Stage	Description	Villas	Town house
I	on completing door frames	2,000	2,000
II	on fixing doors, hardware and beeding	2,500	2,000
III	on completing all works including staircase railing work	Balance amount	Balance amount

Note:

1. Rates are applicable to SOB III, VSC, MNM & KNM except fully completed villas i.e., where stage III is completed.
2. For semi deluxe villas where staircase railing is with MS, reduce Rs. 7,000/- from the above rates.
3. Rates are for turnkey jobs including doorframe making, fixing, shutter fixing, AC frame making, wooden beeding making and fixing, hand rail making and fixing.

Managing Director.

Circular No. 524 (b) - Construction Division Date: 27.1.2008

Revised Guideline Rates for Road Works

No..	Description	Rate	Units	
1	4" Single layer - 40mm metal - WBM Road with excavation, compaction, cambering, rolling, watering & morrum spreading	4.50	sft	
2	2 layers of 4" - 40mm metal WBM as above road	8.00	sft	
3	Black topping with cool mix processing on top of WBM of 25 mm thickness using 10 to 12 mm chips, including cleaning of road, rolling with 8 to 10 tons roller with seal coat over bitumen	10.00	sft	
4	Black topping with hot mix processing on top of WBM of 25 mm thickness using 10 to 12 mm chips including cleaning of road, rolling with 8 to 10 tons roller.	12.00	sft	
5	Rubble soaling 6" to 9" thick, packing with 10 ton roller including material like morrum, bended, excavation, etc.	9.00	sft	
6	Rubble soaling 6" to 9" thick, packing with 10 ton roller with labour & equipment only Material to be supplied by builder	3.50	sft	
7	VDF - CC Road of 4" thickness with dewatering machine, vibrators, power trowel (2 Nos), surface leveling, miller, diesel charges, etc.,	6.50	sft	
8	Earthwork filling and cutting for road formation, with rolling upto 5' depth - includes morrum for filling	3.00	cft	
9	Road levelling, dressing & cambering upto 12" depth with dry rolling	1.00	sft	
10	3" layer of morrum with rolling, water and levelling including material	1.50	sft	
11	Pitching with material for canals - earth leveling, fixing, scrapping, dressing, grouting (mix of bended & granite) Sand/dust and cement to be supplied by builder	30.00	sft	
12	Pitching without material for canals - earth leveling, fixing, scrapping, dressing, grouting - labour only Sand/dust, granite and cement to be supplied by builder	10.00	sft	
13	Turnkey road formation with following - for			

a. cutting, levelling, dressing & cambering with dry rolling upto

	1' depth			
	b.3' layer of morrum with wet rooling			
	c. 2 layers of 65/40 mm metal WBM road			
	d. 4' CC road with vaccum dewatering	16.75	sft	for MNM
		17.00	sft	for other sites
	The above rates include all equipment and material like metal for WBM, water and morrum. Cement, sand and metal for CC road will be provided by builder.			

Soham Modi

Sub.: Guideline Rates for Road Works –Lumpsum

Lumpsum rate for turnkey works including road leveling, 3” moram, 2 layers WBM and VDF for CC roads shall be Rs. 21/- per sft.

For purposes of estimate following rates can be adapted.

- | | |
|--|--------------------|
| a. Road leveling and cambering | - Rs. 2/- per sft. |
| b. 3” morram, leveling, watering and rolling | - Rs. 3/-pe sft |
| c. Two layers WBM | -Rs. 9/- pr sft. |
| d. VDF for CC road of 4” | - Rs. 7/- per sft. |

Rates shall be applicable for MFH, MNM, GWE, SOB III, KNM and other projects in future.

Items a, b & c are with material and for item d material is to be provided by builder. Cost of concrete mixture and other equipment shall be provided by contractor. If required, generator can be hired for uninterrupted power supply provided the contractor undertakes to complete the work within a period of 1 month.

Soham Modi

Sub.: On account payments to contractors.

The following procedure has to be followed for on account payments to the contractors who have been given turnkey jobs including material like marble, granite and stone fittings, roof tiles, mosaic floor, pavers, plantation work and aluminium windows.

1. On receipt of material at site like marble, granite, pavers, mosaic, roof tile, etc., send an advice to the head office addressed to the purchase division for payment of 60% of total contract value on the material received. Ensure that measurement sheet or list of quantities received is enclosed with the advice.
2. On completion of laying, fixing (without polishing) another 20% of contract value can be released. This release can be made only on the specific request of each contractor on need basis. Ensure that a measurement sheet is enclosed along with the advice for 20% payment.
3. Advice for final 20% payment to be sent on completion of all works to the satisfaction of the site engineers. Ensure that measurement sheet and estimate sheet as per standard format are enclosed.
4. Please ensure that the advice for payment is received by the H.O. in advance by atleast 2 working days. Advise the contractors to collect their payment on subsequent Wednesday afternoon or Saturday afternoon. Also ensure that all advices are signed by the authorized person(s) at site.

Managing Director

Encl.: Copy of standard format of measurement sheet and estimate sheet.

Measurement sheet

MEASUREMENT SHEET									
Company Name:					Approved by:				
Project:					Sign:				
Work Description:					Work start date:				
Contractor:					Work end date:				
Prepared By									
Date:									
			A	B	C	D	E=AxBxCxD	F	G=Sum of E
S No.	Item Head	Item Description	Length	Width	Height	Nos.	Quantity	Units	Item Head Total

Estimate Sheet

ESTIMATE SHEET							
Company Name:					Approved by:		
Project:					Sign:		
Work Description:							
Contractor:							
Prepared By							
Date:							
S No.	Item Head	Item Description	Quantity	Units	Rate	Amount	Item Head Total

Circular No. 526(b) – Construction Division

Date: 20.03.2010.

To
The Engineers,
Modi Properties & Investments Pvt.Ltd.

Sub.: Revised collection of room rent and electricity charges for labour quarters –
Revised rates

Engineers are requested to collect room rent and electricity charges as given below
from 1st April, 2010 as per the revised rates.

- | | | |
|--|---|-------------------|
| a) Room rent | - | Rs. 50/- per week |
| b) Electricity charges for single tube light | - | Rs. 15/- per week |
| c) Electricity charges for T.V | - | Rs. 30/- per week |
| d) Electricity charges for single fan | - | Rs. 20/- per week |
| e) Electricity charges for Music system | - | Rs. 30/- per week |

Electricity charges shall be charged only if the labour is using any of the above.
Charges are for week i.e., starting on Saturday and ending on Thursday.

There shall be no charges for huts. Hereafter, an allowance of Rs. 1000/- per hut to be
given to the contractor so that he can purchase the material required to erect a new
hut.

Managing Director

Circular No. 527(a) – Construction Division

Date: 08.01.2007.

Sub.: Gate Pass

Engineers/ Supervisors shall ensure that Gate pass are signed on daily basis. Gate pass must be sent to the office along with the outward register report and the weekly payment vouchers. Fine of Rs. 500/- will be levied for not following the procedure.

Soham Modi

Sub.: Lead time for requisition

Engineers are requested to send requisitions well in advance as per the lead time for delivery of material given below. Purchase department shall ensure that material is delivered within the lead time specified below:

S.No.	Item	Lead time for sending requisition from the expected date of delivery
1. *	Aluminium Windows	30 days
2. **	Brochure / stationery / registers	15 days
3. **	Cement	4 days
4. **	Cement Blocks	7 days
5. **	Cement covers & pipes	7 days
6. **	Ceramic Tiles	15 to 20 days
7. **	Chemicals	4days
8. **	Computer peripherals	10 days
9. **	Electrical pipes & Junction boxes	4 days
10. **	Flush Doors	15 to 20 days
11. **	Furniture	15 days
12. *	Generator	3 months
13. **	GI PVC Pipes & fittings	10 days
14. **	Glass	10 days
15. **	Gym / sports equipment	30 days
16. **	Hardware	4 days
17. **	Heavy equipment	15 days
18. **	Lifts	6 months
19. **	Marble, Granite & Stone	15 days
20. **	Mosaic pavers	15 days
21. **	Paints	7 days
22. **	Play ground equipment	30 days
23. **	Pumps	7 days
24. **	RMC	7 to 10 days
25. **	Roof tiles	15 days
26.**	Sanitary ware	10 days
26(a)**	C.P. fittings	20 days
27. **	Signage	15 days
28. *	Steel – TOR/Rebar	4 days
29. **	Steel plates, Boxes, angles & rods	7 days
30. **	SWR Pipes	7 days
31. **	Toner & Refill	4 days
32. **	Tools (all kinds)	4 days
33. **	Wire, switches, MCB's etc.,	10 Days
34. **	Wood – Teak & Sal.	10 days

The lead times specified above in general are in terms of no. of working days. Try to exclude holidays and Sundays.

Note: Building materials, Borewell, equipment hire to be ordered/ purchased by site engineers & supervisor directly. No requisition for the same is to be made. However, rate to be confirmed with purchase department before purchase.

Circular No. 529(a) – Construction Division

Date: 30.04.2007

Sub.: Site visit by head of security agency.

Head of each security agency shall meet the Admin. Officer /Manager and the Project Managers / Asst. Project Managers atleast once in a month and discuss problems regarding security.

Security bills shall not be released/paid unless the above condition is fulfilled.

Managing Director

Sub.: Guideline rates for borewell.

S. No.	Item	Rate in Rs.
1.	Borewell upto 200 ft.	Rs. 45/- per Rft.
2.	Borewell 200 ft. to 300 ft.	Rs. 55/- per Rft.
3.	Borewell 300 ft. to 400 ft.	Rs. 65/- per Rft.
4.	Borewell 400 ft. to 500 ft.	Rs. 75/- per Rft.
5.	Borewell 500 ft. to 600 ft.	Rs. 85/- per Rft.
6.	Casing must be of best quality like Sudhakar or Nandi & should be 6 kg per cm ² capacity	Rs. 150/- per Rft.
7.	Labour Batta	Rs. 300/- per day

Notes:

1. The above rates are for 6' bore well.
2. Make the borewell to the depth of atleast 300 ft. In case of water not been sufficient the borewell may be extended upto 450 ft. after due approval from M.D. or Project Manager.
3. List of some approved borewell rig owners is available with purchase division. Engineers may also check the classifieds page of Deccan Chronicle for rates and availability.
4. Requisition for pumps must specify borewell depth, depth of water strike(s), water yield and the height to which water has to be pumped above the ground. The pump must be installed 25' above the bottom of borewell i.e, for a borewell of say 200' depth, install the pump at a depth of 175'.
5. These rates are only guideline rates and the Project Incharge is fully authorized to negotiate the rates with borewell rig owners by more / less than 10% of the above rates.
6. Rates are generally highest in summer and much lower in rainy season.
7. Project Incharges can approve the bill after due certification from Admin Officer at site and send it directly to the accountants for payment. Purchase Division will no longer be required to approve bills for borewells. Henceforth, purchase Division will only play an advisory role like providing list of rig owners and market rates.

Managing Director

Sub.: Permitted additions & alterations

In light of difficulty in implementing the unreasonable requests made by some customers regarding additions and alterations, the new policy of additions and alterations applicable to all projects except GMG Phase I, SOA & SOB Phase I & II shall be as follows:

1. No changes in structural design or brick work or door position shall be permitted.
2. Lofts in each bedroom and kitchen shall be provided and its position cannot be changed.
3. No changes in door frames shall be entertained. Door shutters except internal doors and balcony doors can be changed if required.
4. No changes in bathroom door positions shall be entertained.
5. Changing positions of WC basins, wall mixtures shall not be permitted.
6. Change of grills design, railing design shall not be permitted. Installation of grills and collapsible gates on the elevation or main door shall not be permitted.
7. No arches shall be provided.
8. Choice of Indian/Anglo/Western WC shall be given (except in PMR).
9. Minor alterations or additional electric points can be provided.
10. Flooring can be changed at the request of customers.
11. Choice of colours shall be given to customers.
12. Kitchen platform stone can be changed.
13. AC points and frames can be provided
14. 2 to 3 combinations of bathroom tiles and sanitary ware shall be given to customers.
15. Customers can provide their own tiles, CP & sanitary ware for bathrooms. Minor extension of kitchen platform shall be permitted.

Note that materials like flooring, stone, tiles, CP, sanitary ware bathroom tiles, etc., must be delivered by the customer to the site on or before the cutoff date specified.

In case of GMG Phase I old policy can be followed. However, no major changes in walls and bathroom positions should not be entertained.

Managing Director.

Sub.: Permitted additions & alterations

A revised circular with further clarifications and corrections to circular 532(a) is issued here.

In light of difficulty in implementing the unreasonable requests made by some customers regarding additions and alterations, the new policy of additions and alterations applicable to all projects shall be as follows:

Changes that shall not be permitted under any circumstances.

1. No changes in structural design shall be permitted.
2. No changes in door frames shall be entertained.
3. Change of grills design shall not be permitted.
4. Installation of grills and collapsible gates on the elevation or main door shall not be permitted.
5. No arches shall be provided.
6. Installation of AC units effecting the elevation shall not be permitted. Window ACs especially, in apartments shall not be permitted.
7. Changes that effect the external appearance of the building shall not be permitted.
8. Installation of furniture, counter tops, sinks, etc., shall not be permitted in balconies (excluding utility areas) or terraces on the external side of villas and apartments.
9. Installation of furniture, fixtures and plants/pots in common areas shall not be permitted.
10. Plantation can not be changed in common areas or in area effecting external appearance of villas.
11. Exhaust fan provision by modification of window or ventilator design in bathrooms or kitchen (see point 17 below).

Changes that under normal circumstances shall not be permitted, however, if changes are to be made then they must be approved by M.D. in writing.

12. Changes to brick work and door position shall not be permitted.
13. Loft in each bedroom (apartments only) and kitchen shall be provided and its position cannot be changed. However, lofts in bedrooms shall not be provided in villa projects.
14. No changes in bathroom door positions shall be entertained.
15. Changing positions of WC, basins, wall mixtures shall not be permitted.
16. AC points and frames for window ACs shall not be provided.
17. A 9” round exhaust provision can be provided in kitchens that does not appear on the front face of the villa or apartments for exhaust fans. In bathrooms a 4” PVC pipe can be provided next to the ventilator for exhaust fan of Siracco make.

Changes that shall be permitted.

1. Door shutters except external doors and balcony doors can be changed if required.
2. Customers can at their cost, through an other agency, be permitted to change the railing design. We shall not take up any such changes.
3. Choice of Indian/Anglo/Western WC shall be given wherever PVC and water proofing work has not been completed.
4. Minor alterations or additional electric points can be provided.
5. Flooring can be changed at the request of customers.
6. Choice of 2 or 3 colours from Asian paints, tractor emulsion shade card shall be given to customers. For other kinds of paints and dark colours, let the customer pay our painting contractors, additional charges if any. We shall not take responsibility of such works.
7. Kitchen platform stone can be changed. However, stone has to be provided by customer.
8. AC point positions can be changed, however ACs can not be installed where they effect the elevation.
9. 2 to 3 combinations of bathroom tiles and sanitaryware shall be given to customers.
10. Customers can provide their own tiles, CP & sanitaryware for bathrooms.
11. Minor extension of kitchen platform shall be permitted.

Notes:

1. These are general guidelines and for some issues. There may be a change from project to project. Project managers/engineers shall ensure that they refer to the specification given in the brochure. Also refer to correspondence sent to customer with respect to additions and alterations.
2. Materials like flooring, stone, tiles, CP, sanitary ware bathroom tiles, etc., must be delivered by the customer to the site on or before the cutoff date specified.
3. Ensure that the additions and alterations sheet including plan is signed by customer.
4. Customers living out of station can send a request for additions and alterations in writing or by email.
5. Any doubts regarding additions and alterations should be clarified from M.D. during his site visits.
6. Additions and alterations files must be maintained properly.

Managing Director.

Sub.: Guideline rates for roof tiles

Rates for roof tile with material shall be as follows:

Rs. 23.50/- per sft as per actual measurement.

Rs. 23.50/- per rft for ridges as per actual measurement.

Notes:

1. All rates include laying, fixing, wastage, transportation, lifting, etc.
2. Payment must be made on measurement of completed work.
3. Rate excludes taxes. Bill should be for 50% material, 25% labour and 25% transport.
4. TDS must be deducted. Taxes on bill amount extra.
5. Release payment as per above rates @ 60% on delivery of material, @ 20% on laying and fixing and balance payment after completing all works to satisfaction of engineers.
6. For small works (less than 500 sft) at other sites 10% extra can be paid on the above rates.
7. These rates are applicable to for SOB Phase III & GWE. Add Rs. 1/- per sft for lift charges for work on terrace of apartments.
8. For lifting of sand and cement for mortar along with tiles from the stilt to terrace floor, in case of apartments can be paid @ Rs. 2.50/- per sft (rft for ridge lines).
9. Circular nos. 533(a) & (b) shall stand cancelled.
10. These rates shall be applicable for all works taken up after 1.3.10. Older works can be billed at earlier rates.

Managing Director.

Circular No. 534(b) – Construction Division

Date: 22.11.2010

Sub.: Revised format - Request for payment for works like Marble, Granite, Pavers, etc.,

The format for request for payment is being revised and attached herein.

All Engineers shall hereafter send a request for payment for turnkey works which have been awarded with material like marble, granite, pavers, aluminum windows, roof tiles, etc., as per enclosed format. Along with the request letter the appropriate estimate and measurement sheet duly signed by engineers must be sent to the head office.

Managing Director.

Request for payment:

Company Name:			
Site:			
Date:			
Prepared by:			
Signature:			
Name of the Contractor			
Work done	From Date	To Date	
Bungalow No. or Flat No. or Block No.			
<input type="checkbox"/> Material as per given estimate has been received at site. Release 60% of estimated amount towards material payment		Material received inward No.	Material received date
<input type="checkbox"/> Request for release of 60% towards material payment was sent earlier.			
<input type="checkbox"/> Laying, fixing / installation work completed. Release 20% of estimated amount.			
<input type="checkbox"/> Request for release of 20% towards fixing, installation was sent earlier.			
<input type="checkbox"/> Laying, fixing, polishing or installation is completed in all respects to the Satisfaction of site engineer. Release balance amount as given in estimate after deducting on account payments made earlier.			
Remarks :			

Sub.: Payment of Electricity and Telephone bills

Admin officers/ site in-charges are requested to send a list of electricity meters, telephone connections, USB modem connections, Internet connection and water connection in a typed Word or Excel document by email to Ramana Murthy and M.D.

The electricity meter details should include meter no., service no., location of meter, use of meter and due date of payment. Similarly for other connections the due date of payment should be specified.

Accountants shall maintain this list in their pending bills file.

Admin officers at site shall ensure that the bills are received and paid from these services one week before the due date. In case of missing bills, they shall ensure that duplicate copies shall be obtained and send to the head office. They shall also follow-up with the accountants to make sure that the bills are paid in time. Merely sending the bills to the office without any follow-up shall not be accepted as an excuse for non payment of these bills.

Managing Director.

Sub.: Procedure for weekly payments

Here after weekly payments shall be made for the week starting Thursday midnight and ending on Thursday midnight instead of Fridays. This is to make sure that the entire Friday is available making vouchers so that the same can be send to the H.O. on Friday evening or before 10 a.m. on Saturday morning.

It has been noticed that data of inward and attendance register is being entered on the following day. In order to make vouchers in time the data entry of attendance and inward register must be made on the same day. Attendance registers should be surrendered by the security to the Admin Officer at site by 11 a.m. Attendance should be entered immediately into the database assuming that laborers leave at 6 p.m. Corrections for some labours who may leave earlier can be made on the following morning. This is to be strictly followed. Inward register to be entered in the afternoon.

This procedure shall made effective from December 2007.

In case of delay in sending vouchers to the H.O., a fine of Rs. 500/- per week shall be deducted from the salary of the Admin Officer and the Project Manager.

Managing Director

Sub.: Purchase of building materials

In order to expedite the delivery of building materials and in order to get better prices or better quality of building materials, the Project Managers are hereby authorized to purchase building materials directly from new suppliers. Building materials like stone dust, baby chips, 20mm/40mm metal, granite, debris, mohram mud, shabad stones, table bricks and cement blocks can be directly purchased from new suppliers.

However, the suppliers have to register themselves with the Purchase Division at the time of collecting payment for the material supplied at the head office. Payments shall be released only after registration with the Purchase Division. The suppliers must be clearly informed that they are required to give weekly rates to the purchase division and subsequently purchases can be made by the Project Managers only on approved rates given by the Purchase Division. Project Managers can purchase the building materials for upto 2 weeks at the rates they deem fit. However, after the initial period of 2 weeks all rates must be approved by the purchase division.

Necessary intimation of purchasing building materials from a new supplier shall be sent to the Purchase Division within 24 hours of purchase by email.

While freedom is given to the Project Managers to find new suppliers, they will necessarily have to follow the procedure given above. Project Managers shall also educate the suppliers of our standard procedures like VAT, weighment, quality, payment terms, etc.

Managing Director.

Subject: Details for use and purchase of MS items for fabrication.

This is the revised circular giving details of use of MS items for several different uses. All project managers and site engineers must understand this circular and issue requisitions as per details specified herein.

1. MS items are made from Coils (better quality) or Patti / scrap (lesser quality)
2. Wherever possible coil material must be used.
3. All items except round pipes the sizes should be in OD. For round pipes the size should be in ID or NB. ID is Inner diameter & NB means Nominal bore
4. Sizes of GI, HDPE & PVC pipes used for plumbing generally mean NB or ID
5. For structural works (i.e. for load bearing structures) 12 gauge thickness (2.7 mm), coil material should be used. Structural works include AC sheets fixing, outer pipes of gates, hoardings, scaffolding, stools, etc.
6. Decorative works (or non-load bearing structures) include grills, gates, railings, etc. For decorative works 16 gauge (1.5 mm) coil material should be used.
7. For works that fall in between structural works and decorative works like canopy for covering ducts on the terrace floor, partition walls, etc., 14 gauge (2 mm) coil material may be used.
8. In general A class / light weight pipes mean 16 gauge thickness & B class / medium weight means 12 gauge thickness.
9. In general unless otherwise specified use the following:
 - a. For French window grills use ½" - 6mm flat with 6mm sq rods
 - b. For window grills use ¾" - 6mm flat with 10 mm sq rods
 - c. For tree guards use 3"x 1"- 10 gauge welded mesh with 1/2" - 6 mm flat & 3/4" - 3mm L angle
 - d. For 6 x 4 hoardings use 1¼" - 2 mm thick round pipe with ¾"/ - 1.5 mm square pipes and & 3"x 1"- 10 gauge welded mesh.
 - e. For 8 x 12 hoardings use 1½" - 2 mm thick round pipe with 1" -1.5 mm square pipes.
 - f. For gates outer pipes must be atleast 12 gauge (2.7 mm thick).
 - g. For stools, tube light stands, walking boards (tadkas) use ¾" L angle – 3 mm thick
 - h. For ladders – use 40mm round pipe 2 mm thick for vertical pipes and 1"- 2 mm thick pipes for horizontal rungs.

The above information is not accurate - Engineers are welcome to give suggestions and corrections. Engineers must accurately specify ID or OD & thickness in their requisitions

Soham Modi.

Circular no.	538(b)	Construction Division.					Date:	18.01.2010					
Subject: Details for use and purchase of MS items for fabrication.													
Conversion table from gauge to mm - applicable for MS sheet metal.													
	Gauge		6	8	10	12	14	16	18	20	22	24	26
	Thickness in mm		4.9	4	3.4	2.7	1.9	1.5	1.2	0.91	0.76	0.61	0.46
		Size	Size	Size	Size								
S No	Item	Size - OD/Wid th in mm	Size - OD/Wid th in inches	Size - NB in mm	Size - NB in inches	Thickens in mm	Thickness in Gauge	Length in ft.	Aprox. Weight in kgs	Gener al Use			
1	Sq Rod	6						10	1.50	For grills of French windows			
2	Sq Rod	10						18	4.50	For decorative work			
3	Sq Rod	12	1/2					18	6.00	For decorative work			
4	Flat Pattis	12	1/2			6		18	3.30	For grills of French windows, tree guards			
5	Flat Pattis	20	3/4			3		18	2.00	For door hold fast.			
6	Flat Pattis	20	3/4			6		18	4.50	For grills			
7	Flat Pattis	24	1			6		18	6.00	For decorative work			
8	Flat Pattis		2			12		18	19.00	For gate hold fast			
9	Sq Pipe	20	3/4			1.5	16	20	5.00	For decorative work			
10	Sq Pipe	24	1			1.5	16	20	7.00	For decorative work			
11	Sq Pipe	30	1 1/4			1.5	16	20	9.00	For decorative work			
13	Round Pipe	28		20	3/4	1.5	16	20	5.50	For decorative work			
14	Round Pipe	28		20	3/4	2	14	20	8.50	For mixed used			
15	Round Pipe	28		20	3/4	2.7	12	20	11.00	For structural work			
16	Round Pipe	33		25	1	1.5	16	20	7.00	For decorative work			
17	Round Pipe	33		25	1	2	14	20	9.00	For mixed used			
18	Round Pipe	33		25	1	2.7	12	20	13.00	For structural work			

19	Round Pipe	42		32	1 1/4	1.5	16	20	9.00	For decorative work
20	Round Pipe	42		32	1 1/4	2	14	20	11.50	For mixed used
21	Round Pipe	42		32	1 1/4	2.7	12	20	16.00	For structural work
22	Round Pipe	48	2	40	1 1/2	1.5	16	20	11.00	For decorative work
23	Round Pipe	48	2	40	1 1/2	2	14	20	13.50	For mixed used
24	Round Pipe	48	2	40	1 1/2	2.7	12	20	17.00	For structural work
25	Round Pipe	60	2 1/2	50	2	1.5	16	20	15.50	For decorative work
26	Round Pipe	60	2 1/2	50	2	2	14	20	17.50	For mixed used
27	Round Pipe	60	2 1/2	50	2	2.7	12	20	24.00	For structural work
28	Round Pipe	76	3	65	2 1/2	2.7	12	20	31.00	For structural work
29	Round Pipe	89	3	80	3	2.7	12	20	37.00	For structural work
30	Z angle		3/4			3		18	8.50	For templates
31	L Angle		3/4			3		18	3.50	For Stands & Stools
32	L Angle		1			3		18	6.50	For measurement boxes& miscellaneous use
33	L Angle		1			6		18	10.00	For Miscellaneous use
34	L Angle		1 1/4			6		18	14.00	For Door Frames
35	L Angle		1 1/2			6		18	19.00	For AC Brackets
36	L Angle		3			6		18	40.00	For lentil brackets
37	Sheet Metal		6' x 3'			1.5	16		18.00	For concrete/ mortar mix
38	Sheet Metal		6' x 3'			1.2	18		16.00	For measurement boxes and chajja moulds
39	Sheet Metal		6' x 3'			0.9	20		13.00	For decorative work
40	Welded Mesh		1"x 3"			3.40	10	50' x 5'	60.00	For tree guards
41	Welded Mesh		1"x 3"			2.00	14	50' x 5'	20.00	For shelves
42	Chain link - GI		2.5" X 2.5			2.7	12	50' x 5'	40.00	For sports areas, temporary partitions
43	Chain link - GI		2" X 2"			3.4	10	50' x 5'	60.00	For security fencing / transformers

Sub.: Incentive policy for engineers

1. Incentive shall be given only to Asst. Engineer, Engineer, Asst. Project Manager & Project Manager.
2. Incentives shall be given at the end of the project i.e., end of project shall be the date of handing over the last unit.
3. Incentive shall be calculated as a fraction of no. of years of service for a particular project.
4. Engineers should have joined the project atleast six months before the date of completion to be eligible for incentives.
5. Typical duration of the project is between 2 to 4 yeas.
6. The engineer eligible for incentive must be working either in the same project or in any other project of the company as on date of completion of the project.
7. Incentives shall be paid only for the duration of service in that project. Eg.: An Engineer may have joined six months after start of project worked for 2 years and was transferred o another project six months prior to the completion of the project in that case incentives shall be paid for two years.
8. Incentives shall be a multiple of the no. of years of service in a project rounded off to the nearest quarter (fraction of quarter shall be ignored) of the last drawn salary as follows:
 - a. Project Manager – 2 ½ months of salary per year of service.
 - b. Asst Project Manager – 2 months of salary per year of service.
 - c. Sr. Engineer & Engineer – 1 ½ months of salary per year of service.
 - d. Asst. Engineer– 1 month of salary per year of service.
9. Incentives for project manager and assistant project manager shall be paid only if the project is completed by the scheduled date. Incentives of senior engineer, engineer and assistant engineer be reduced by 50% incase of project delay beyond scheduled date.
10. Typically apartment projects must be completed within 3 years from date of sanction and independent house projects should be completed within 2 ½ years from date if sanction. Additional 3 months grace may be considered by M.D. at his discretion. Date of completion of ongoing projects shall be as follows:

GMG Phase – I	-	01.10.2008
Mayflower Heights phase – I	-	01.05.2010
SOB Phase – II	-	01.04.2009
PMR	-	01.10.2009

11. Under no circumstance shall be engineer be eligible for incentive if he/she resigns or their services are terminated before the end of the project. Exception shall not be made even for a single day.
12. The incentive policy shall be applicable to all ongoing and future projects except Mayflower Park, Silver Oak Bungalows Phase – I, Silver Oak Apartments, Greens Towers and other completed projects.

Managing Director

Sub.: Requisition for Cement, RMC & Steel

Gaurang Mody is hereby authorized to approve requisitions for purchase of RMC, cement and steel, without reference to Soham Modi, for the on-going projects subject to the limits specified below. The limits may be revised from to time.

Project	Steel	Cement	RMC
PMR	10 tons for block 3C per week and 1 ton per week for other bocks	1000 bags per week	60 M ³ per week
SOB	10 tons per week	1000 bags per week	50 M ³ per week
GWE	20 tons per week	500 bags per week	100 M ³ per week
MFH	20 tons per week	1000 bags per week	100 M ³ per week
GMG	Nil	500 bags per week	Nil
MNM	15 tons per week	500 bags per week	Nil

For all other sites requisitions to be sent to Soham Modi. Above limits must be strictly followed. PO's can be made for immediate payment for all items except steel for SOB Phase II.

Managing Director

Sub.: Standard measurements for civil work – Revised.

Few standard measurement and guidelines are to be followed in all sites are as follows:

1. Lintel level must 7' from FFL with a provision of 3" for flooring i.e., 7'3" from bare slab.
2. Sill level should preferably be 3' and in some cases 2' 6" or 2' 9" from FFL.
3. Height of parapet wall & railing should be atleast 3' from FFL. Preferred height is 3'3" from FFL and 3'6" from SFT.
4. Kitchen Platform
 - Height should 2' 8" (Max 2'9") from FFL (exactly).
 - That means that unfinished RCC platform should be 2'9" from bare slab.
 - The kitchen platform bottom must be 2'3" from the FFL.
 - The granite in front of the platform must not be more than 4" wide.
5. Curb stone height from road FFL should be 6", can be upto 9".
6. Slab to slab height should be 10' for apartments and 10'6" for bungalows unless otherwise specified.
7. Stilt floor and parking places – minimum clear height from FFL to lowest beam bottom along any driveway should be 7' 6" unless otherwise specified.
8. Standard width of doors including doorframe should be as follows unless otherwise specified:
 - Main door – 3'6"
 - Bedroom door – 3' or 3'3"
 - Bathroom/ store & kitchen – 2' 6"
 - Balcony 2'6" to 3'
9. Door Frames should have 3 hold fasts and a wooden reaper at its bottom to maintain its shape.
10. Counter top basin or pedestal basin should at the height of 30".
11. Margin for skirting should be provided at the time of plastering. Leave clear 9" from SFT un-plastered. This should be followed in terraces & utility areas.
12. Water proofing screeding should be done upto a height of 6" above SFL of room.
13. Lofts for kitchens in apartments must be 30" wide on the side having a loft tank.
14. All other lofts must be 21" wide.

Managing Director

Notes:

SFT – Slab floor level

FFL – Finished floor level.

Sub.: Standard Measurements/Guideline – Electrical - Revised

Recommended standard measurement and guidelines to be followed in all sites are as follows:

1. Height of switchboards/electrical points measured from FFL to bottom of the switch board or point is as follows:

S. No.	Item Description	Height	Suggested size of switchboard
1.	Switchboard	4' or 4'6"	8/12 way
2.	Bell switch	4' or 4'6"	1 way
3.	TV counter top	3' or 3'3"	4/6way
4.	Switchboard above kitchen platform	3'6"	4/6 way
5.	Bathroom next to basin	3'6"	4 way
6.	Geyser point (not at 7')	6'6" to 7'6"	4 way
7.	DB	7' to 7'6"	6 way – 3 phase
8.	Generator changeover	4' to 5'	4 way
9.	Plug point for split AC	7' to 7'6"	4 way
10.	Plug point for window AC	2'	4 way
11.	Wall point /bracket light	7'3" to 7'6"	-
12.	Telephone/switchboard next to bedside table	2'	4 or 6 way
13.	Fridge point (must be behind fridge)	4' or 4'6"	4 way
14.	Wall point above bathroom mirror	6'6"	-
15.	Water filter (Acquaguard)	5'6"to 6'	4 way

2. Guidelines that could be followed for good electrical designs are:

- a. DB should be near the main entrance. Generator changeover switch should be below the DB.
- b. Provision for DB should be made on upper floors in case of bungalows.
- c. Doorbell should be placed next to DB.
- d. Each room should have atleast two wall/bracket lights (max. 3).
- e. Drawing & dining should have couple of ceiling points.
- f. A bracket light should be placed behind the bed in each bedroom. Control of the light behind the bed should be near the bedside table.
- g. Avoid two way switches. (except in staircases in bungalows)
- h. 5 amps sockets should be provided on either side of the bed exactly above the centre of the bedside table.
- i. Avoid two fans in any room.
- j. Do not place any switchboards or bracket lights behind wardrobes or above lofts.
- k. Socket near basin should be on wall perpendicular to the basin wherever possible and not behind the basin.
- l. Bathrooms and balconies should have ceiling points.
- m. Geyser point in the bathroom should be away from the shower.
- n. All bedrooms and drawing rooms should have a TV and telephone point.

- o. Split utility area for pot wash and washing machine. Provide a 5 amp socket near the washing machine.
 - p. Designate area for refrigerator and provide a 5 amp socket behind the refrigerator.
 - q. Avoid window ACs and instead provide split AC points along with a 2 1/2" dia PVC pipe through the wall for copper pipes.
 - r. Except for geezer and AC points which should be 15 amps sockets all other sockets should be 5 amps only.
 - s. Provide step regulator/dimmer for fans and control switch for sockets. Do not provide control switch for fans.
 - t. Sockets from kitchen should be away from stove and sink.
 - u. Optionally provide socket for water filter above sink.
 - v. Provide exhaust fan in kitchen and avoid exhaust fans in bathrooms. In case exhaust fans are to be provided in bathrooms, provide a 4" PVC pipe for the exhaust fan (Sirocco make exhaust fans can be used).
 - w. Provide socket with telephone point near the corner table in the drawing room.
 - x. Electrical points should be compared with furniture, bathroom and kitchen layouts. Preferably electrical plans should show the furniture, bathroom and kitchen layouts.
 - y. Condenser units of air conditioners should be at locations that can be reached for servicing.
3. These guidelines should be strictly followed for new projects.
4. For existing projects corrections can be made after keeping in mind the location of existing conduits in the RCC slabs.

Managing Director

Sub.: Standard procedures – Electrical wires and colour code.

Colour of electrical wires being used is arbitrary as no guidelines have been specified. Electricians and engineers do not have clarity in size of wires, colour of wires, size of MCBs, etc., to be used. This circular is being issued to correct the situation. Engineers and electrical contractors shall be required to use this guideline as far as possible.

Size of wires

S. No.	Wire description	Uses
1	1/18 PVC insulated copper wire (1.0 sq mm).	Connection from switch board to electrical points. Use as circuit wire for points with generator backup. Do not use in open to sky areas.
2.	3/20 PVC insulated copper wire (2.5 sq mm).	Use as circuit wire from DB to each room. Used for all circuits including kitchen and utility. Cannot be used for 15A points Do not use in open to sky areas.
3.	7/20 PVC insulated copper wire (4.0 sq mm).	Use as circuit wire from DB to 15A points only. Do not use for 5 A points. Exclusively use for AC and geyser. May be used for kitchen and utility 15A points on request of customer at extra charge. Do not use in open to sky areas.
4.	3/20 PVC insulated aluminum service wire	Use for labour quarters, security lighting, temporary lighting, pump and motors upto 1HP. Use for generator connection from DB to flat (do not use in bungalows). Primarily use for open to sky areas
5.	7/20 PVC insulated aluminum service wire	Use for power connection from meter to flat (2 nos). Do not use for power connection for bungalows. Use for power connection upto DB for labour quarters, security lighting, temporary lighting. Use for all motor /pump connections of more than 1HP capacity. Use for generator connection from DB to bungalows (do not use in flat). Primarily use for open to sky areas
6.	10 sq mm 4 core armored cable	Use for providing power supply for a distance greater than 100 mtrs (do not use 7/20 wire). Use for power supply along perimeter of site. Use for providing power supply to each floor in apartment building for machines used for construction. Use for power supply from DB to bungalow.
7.	Two pair telephone cable	Use two pair cable for all connections. Do not use single pair cable Purchase to order Finolex or equivalent brand.
	RG6 co-axial cable	Use this cable only upto DB board within flat/bungalow.

8.	for TV connection	At best use upto electrical room on each floor. Thereafter let the cable service provider take up the work Purchase to order Finolex or equivalent brand.
9.	1/18 yellow with 1/18 black.	Use for common area lighting in corridors and stilt floor of apartments.

Colour code

Sl. No.	Wire size/ colour	Use
1	Black	Use for neutral
2	Red, blue, yellow	Use for three phases of power supply (live).
3	Green	Use for earthing.
4.	1/18 red	Use inside flats and bungalows exclusively for all points and circuits which are connected to generator backup. Provide one fan and light point in each room with generator backup. Use 1/18 black colour for neutral.
5.	1/18 yellow	Use for connecting each point to circuit. Use 1/18 black colour for neutral.
6.	1/18 blue	Do not use
7.	3/20 red	Do not use
8.	3/20 yellow	Use for all circuits within the flats / bungalow except generator backup points, including kitchen and utility. Do not use for 15A points. Use 3/20 black colour for neutral.
9.	3/20 blue	Do not use
10.	7/20 blue	Exclusively use for circuits of 15A points like geysers and ACs. Use in kitchen and utility only on customers request at extra cost. Use 7/20 black colour for neutral.
11.	7/20 red, 7/20 green & 7/20 yellow	Do not use
12.	1/18 green	Use for earthing in all points upto to 5A.
13.	3/20 green	Optionally, can be used for earthing in all 15A points in place of 1/18 green.

Note:

At the 3 phase DB, one phase will be exclusively used for generator (will have only 1/18 black and red wires). Other two phases to be used for other circuits (will have 3/20 yellow, 7/20 blue, 3/20 black and 7/20 black wires). These colour codes are very clear and all types of circuits can be identified.

Use of MCBs, Isolators, etc.

Sl. No.	MCB size	Use
1	6A MCB	Use for all circuits except ones with 15A points. Split circuits with more than 10 points to ensure that they do not trip.
2.	16A MCB	Use for ACs, geysers and 15A points. Purchase to order appropriate MCBs for inductive load.
3.	4P Isolator 40A	This is the maximum capacity of isolator to be used at DB.
4.	DP Isolator 40A	This is the maximum capacity of isolator to be used for temporary single phase power connections provided for construction equipment, pumps, labour quarters, etc.
5.	Changeover 25A – double pole	Use MCB type isolator for generator connection.

Project managers/ engineers / purchase are strongly advised against placing orders or requisitions for any other sizes or colours other than the ones specified above. Use of MCBs, Isolators and wires other than above shall be discontinued. However, ensure material available at site not conforming to the above is fully utilized and as a last resort is exchanged.

Soham Modi.

Sub.: Revised Guideline rates for Electrical works - Lumpsum

The guideline rates for electrical work for bungalows and apartments shall be as follows:

S. No.	Description	Rate in Rs.	Units
1.	3 bedroom bungalow /townhouse a. Pipe laying during RCC works b. Chiseling, laying pipes, fixing metal boxes, etc., in walls c. Wiring, final fittings like switches, DB, etc., d. Total turnkey work (a+b+c)	3,250/- 7,250/- 6,500/- 17,000/-	Per bungalow / townhouse
2.	Single bedroom Flat a. Pipe laying during RCC works b. Chiseling, laying pipes, fixing metal boxes, etc., in walls c. Wiring, final fittings like switches, DB, etc., d. Total turnkey work (a+b+c)	500/- 3,000/- 2,500/- 6,000/-	per flat
3.	2 bedroom Flat a. Pipe laying during RCC works b. Chiseling, laying pipes, fixing metal boxes, etc., in walls c. Wiring, final fittings like switches, DB, etc., d. Total turnkey work (a+b+c)	500/- 3,750/- 3,250/- 7,500/-	per flat
4.	3 bedroom Flat a. Pipe laying during RCC works b. Chiseling, laying pipes, fixing metal boxes, etc., in walls c. Wiring, final fittings like switches, DB, etc., d. Total turnkey work (a+b+c)	500/- 4,250/- 3,750/- 8,500/-	per flat
5.	Electrical panel room turnkey work	5,000/-	
6.	Corridors and stilt floor	250	per flat

Notes:

These rates shall be applicable to SOB III, MNM except model bungalows & site office, KNM except bungalow no. 1 & 35, VSC, PMR block D, GWE, GMG II, MFH C block north wing, A block east wing.

Managing Director

Sub.: Maintenance of Stock Registers.

Stock register is to be maintained as per revised list of items enclosed herein. Apart from the cement register, 4 other stock registers shall be maintained as given below:

1. Tools & General Material Stock Register (200 Pages).
2. Plumbing (PVC and GI) Stock Register (200 Pages).
3. Electrical Stock Register (200 Pages).
4. Sanitaryware and CP Fittings Stock Register (100 Pages).

Additional items that have been included in the new format are - MS pipes, flats, Doors, wood, hardware, screws and other miscellaneous items. The tiles statement format has been revised. Details of stock of building material shall be required once a week, however, stock need not be maintained for these items.

Purchase 4 Nos. pre-printed 100/ 200 pages stock registers from any stationary shop or order from head office. Assign 2/ 4 pages for each item depending on frequency of use for each item. Prepare new stock registers for all items from 1.4.10. Admin Officer, Site Engineers and Audit Team will physically verify stock once a week and sign the stock register.

A stock statement of balance stock of each of these items duly certified by admin officer and project manager shall be sent to the HO along with the weekly vouchers.

Managing Director

Encl.: List of items for stock registers.

Circular No. 544(a) – Construction Division

Date: 29.05.2008

Sub.: Fine for labour contractors.

Labour contractors are regularly enticing labour of other contractors to work with them on the same site or other site by promising more pay or incentives. Such a practice should be strongly discouraged.

Hereafter engineers are authorized to fine the contractors a sum of Rs. 5,000/- per labour who has been induced to transfer from one labour contractor to another.

Managing Director

Sub.: Revised guideline rates for Earth work lumpsum – villa projects

Lumpsum rate for earth work for turnkey job including excavation of pits, PCC, fill back, leveling for plinth beam, fill back, leveling compaction and PCC after plinth beam, set backs leveling and compaction, excavation for CRS and other miscellaneous earth works shall be as follows:

Rates applicable to MNM

Type of House	Middle/End/First	Amount
Row house West	First	23,500/-
Row house West	Middle & End	17,500/-
Row house East	First	24,000/-
Row house East	Middle & End	19,000/-
Row house North	First	23,500/-
Row house North	Middle & End	18,000/-
Detached West	--	23,000/-
Detached East	--	26,500/-
Semi – detached West	--	22,000/-
Semi – detached East	--	21,000/-

Rates applicable for KNM & VSC

S. No.	Type	Amount
1.	A & C	19,000/-
2.	B & D	23,000/-

Rates applicable to SOB III east, west & north facing villas – Rs. 18,500/-

Notes:

1. CRS work must be completed before casting plinth beam to ensure stability of earth under the plinth beams.
2. InKNM, SOBIII & VSC – Rs. 1/- per sft (Rs. 9/- per sq yd) can be paid additional for plot sizes larger than 200 sq yds.
3. Circular nos. 545(a) (b) & (c) stand cancelled.
4. Applicable for all works started after this day.

Managing Director

Sub.: Revised guideline rates for Earth work lumpsum – villa projects

Lumpsum rates given in Cir. 545(d) have not taken into account, the additional 1ft being excavated around the footings. Therefore, the rates given there in are revised as follows:

Lumpsum rate for earth work for turnkey job including excavation of pits, PCC, fill back, leveling for plinth beam, fill back, leveling compaction and PCC after plinth beam, set backs leveling and compaction, excavation for CRS and other miscellaneous earth works shall be as follows:

Rates applicable to MNM

Type of House	Middle/End/First	Amount
Row house West	First	23,500/- + 2,500/-
Row house West	Middle & End	17,500/- + 2,500/-
Row house East	First	24,000/- + 2,500/-
Row house East	Middle & End	19,000/- + 2,500/-
Row house North	First	23,500/- + 2,500/-
Row house North	Middle & End	18,000/- + 2,500/-
Detached West	--	23,000/- + 2,500/-
Detached East	--	26,500/- + 2,500/-
Semi – detached West	--	22,000/- + 2,500/-
Semi – detached East	--	21,000/- + 2,500/-

Rates applicable for KNM & VSC

S. No.	Type	Amount
1.	A & C	19,000/- + 2,500/-
2.	B & D	23,000/- + 2,500/-

Rates applicable to SOB III east, west & north facing villas – Rs. 18,500/- + Rs. 5,000/-

Notes:

1. CRS work must be completed before casting plinth beam to ensure stability of earth under the plinth beams.
2. In KNM, SOBIII & VSC – Rs. 1/- per sft (Rs. 9/- per sq yd) can be paid additional for plot sizes larger than 200 sq yds.
3. Circular nos. 545(a) (b), (c) & (d) stand cancelled.
4. Applicable for all works started after this day.

Managing Director

Sub.: Guide line rates for rock cutting

1. Cutting large boulders above ground or below ground using compressors and by hand into uneven small pieces – Rs. 12/- per cft. on approximate volume of rock.
2. Cutting and breaking of large rocks into even size granite of about 11” x 11”x 9” – Rs. 5.50/- per piece.
3. Cutting broken rock into bendad (UCRS) – Rs. 650/-per 100 cft.
4. Cutting large rocks into 40 mm metal – Rs. 600/- per 100 cft.

Note:

1. Excavation for exposing rock to be done at builders cost.
2. make 40 mm instead of bended wherever possible.
3. Do not pay for un-size or small granite.
4. Do not allow any blasting.
5. Estimate of work / granite or 40 mm produced shall be made every week.
6. Pay about 80% of estimated work done every week end.

Soham Modi

Sub.: Notes on staircase marking for Apartments.

Definitions:

2. Flight No.: For a dog-legged staircase each floor has two flights and a typical stilt plus 5 floor apartment has twelve flights numbered as flight no. 1 to 12.
1. t_w - Tread width (generally 11" or 12")
2. t_n - No. of treads for typical flight (generally 9 nos.)
3. r_h - Riser height (must be between 6" to 7").
4. r_n - Number of risers for typical flight ($r_n = t_n + 1$)
5. ml_w - Mid landing width including wall or railing thickness

At the time of laying marble or granite. - Procedure:

1. Marking for typical floor flight is described below. Marking should be done after 2 coats of plastering of side walls.
2. First mark flight no. 4.
3. Mark line XX' next to flight 4 at a distance of ml_w from the out side of the mid-landing. XX' should be about 7' long.
4. Mark another line YY' parallel to XX' & at a distance of $t_w \times t_n$ from XX' .
5. Mark a line ZZ' , 2' 3" above the top landing of flight 4.
6. Intersection of YY' and ZZ' is point A.
7. Mark a point B on XX' such that B is $(r_n - 1) \times r_h$ below ZZ' .
8. Connect points A & B with a line.
9. Draw the steps below the line AB using a metna or right angle scale.
10. The steps drawn will be exactly 2' above the FFL and 2' 3" above the SFL.
11. Construct the steps in dust and chips 2' 3" below the steps marking and 3" behind each riser marking to accommodate the thickness of treads and risers.
12. Affix 2 nos. 1" screws at points A & B so that marking is not lost after painting or plastering.
13. Use the mid landing as reference point for marking steps. Do not use the main landing for marking steps.
14. Check the width of each flight as per specifications.
15. Ensure that each step is perpendicular to the side walls. Check with metna.
16. A plan for reference is enclosed.
17. Follow a similar procedure for marking flight no. 3. Start the marking from mid landing (line PP'). Transfer point B on flight 4 to line PP' of flight 3. Mark a point r_h below it. That will give you point S of flight 3. One must ensure that this transfer of level is taken or else there will be a mismatch between mid landing level of flight 3 and flight 4.
18. For the stilt floor staircase ensure that the mid landing is exactly at a height ($r_n \times r_h$ below first slab) that has been specified for typical floors, i.e., flight no. 2 and 4 should have exactly the same design.
19. For flight no. 1 assume that it has only $t_n - 2$ treads and mark accordingly. Make a vertical wall to the existing ground level from the first tread assuming that there is only $t_n - 2$ treads in the first flight. Balance treads should be constructed in brickwork.
20. Do not forget a 3" margin in front of each riser.

21. Adopt a similar procedure for bungalows. For U shaped staircases use wall at end of each flight for marking.

At the time of casting slab.

For marking at the time of casting slab the following should be checked:

- a. Distance from outside of mid-landing to the last step for odd no. flights (i.e., flight nos. 1, 3, 5, ...) should be $ml_w - 3''$.
- b. Distance from outside of mid-landing to the first step for even no. flights (i.e., flight nos. 2, 4, 6, ...) should be $ml_w + 3''$.
- c. In all the flights the distance between the first and last riser should $t_w \times t_n$.
- d. Ensure that the start and end points of the waist slabs are correct and that the waist slab is connected to either the top or bottom of the beam so that the desired levels can be achieved.
- e. Use the architectural drawing for marking steps at the time of casting. Do not use the structural drawing. Structural drawing is only a guide for steel and concrete design. Adjust structural drawing dimensions to meet architectural requirements.

Soham Modi

Sub.: Guide line rates for making hoardings

We have standardized the hoarding design by 6'x4' and 8'x12' hoardings. Several hundred such hoardings may be required. The guidelines rates for making these hoardings shall be as follows:

S.No.	Description of work	Hoarding size	Rate	units
1.	Fabrication	6'x4'	150	Nos.
2.	Fabrication	8'x12'	300	Nos.
3.	Painting- 1 coat redoxide	6'x4'	50	Nos.
4.	Painting- 1 coat redoxide	8'x12'	100	Nos.
5.	Painting- 1 coat redoxide + 2 coats enamel	6'x4'	100	Nos.
6.	Painting- 1 coat redoxide + 2 coats enamel	8'x12'	250	Nos.
7.	Fixing of bidding	8'x12'	100	Nos.
8.	Flex fixing at workshop	6'x4'	50	Nos.
9.	Flex fixing at workshop	8'x12'	100	Nos.
10.	Flex fixing on road	6'x4'	75	Nos.
11.	Flex fixing at workshop	8'x12'	150	Nos.
12.	Civil works for fixing boards including mason and helper excluding transport cost	6'x4'	125	Nos.
13.	Civil works for fixing boards including mason and helper excluding transport cost	8'x12'	250	Nos.

Soham Modi

Cir No. 549 (b) - Construction Division

Date 22.03.2010

Sub.: Guideline rates for Earth Works/Excavation for footings.

In the guideline rates issued in Cir. No. 519(d) the excavation for column pits rate is specified as between Rs. 4.00/- to Rs. 5.00 per cft. It is clarified that the rate in Cir No. 519(d) is applicable for excavation using manual labour where excavation is done for each individual footing. Similarly back filling rates of Rs. 1.50/- per cft is for manual work.

Where excavation/back filling is done using machines like JCB for entire blocks, sumps, septic tank, etc., the following rate shall apply.

Excavation using JCB or similar machine with earth removed by tractors or tippers	Rs. 1.75 per cft. upto depth of 10 ft. Add another Rs.0.50 extra where soil is full of water and forms a slurry.
Excavation using JCB or similar machine with earth removed by tractors or tippers	Rs. 2.00 per cft. beyond depth of 10 ft. Add another Rs.0.50 extra where soil is full of water and forms a slurry.
Soil shifting	It is preferred that soil shifting is done as per guideline rates for hire charges given in Cir. No. 502(d) dated 24.07.2008 instead of per cft basis
Optional Rates: Soil shifting by tractor within the site	Rs. 1.20 per cft.
Soil shifting by tractor outside the site (beyond 300 mtrs).	Rs. 1.75 per cft.
Back filling done by using soil transported by tractors or tipper, where labour is used only for leveling	Rs. 0.50 for leveling upto 25 ft. Rs. 0.75 for leveling upto 50 ft. Rs. 1.00 for leveling upto 75 ft.

These rates are applicable for all sites from April 10.

Managing Director.

Sub.: Rates for miscellaneous works.

Some rates for miscellaneous works are not given in circulars for which guideline rates are given below. Project Managers and Purchase Managers from time to time may send a request to the M.D. for adding to this list works that do not have guideline rates.

Sl. No.	Item description	Rate
1.	Marble Crazy work – labour charges only. Includes laying and polishing. Material to be provided by builder	Rs. 7/- per sft.
2.	Making holes for fixing staircase railing (3/4” to 1”)	Rs. 25/- for flat Rs. 35/- for Bungalow per hole
3.	Skirting charges for mosaic tiles with material including laying, fixing and polishing.	75% of rates are fixed for flooring.
4.	Jaisalmer stone (yellow marble) when ordered in large quantity – with material including laying, fixing and ordinary polishing	Rs. 65/- per sft
5.	Tinoxide polishing in lieu of ordinary polishing	Rs. 6/- per sft extra
6.	Labour charges for granite laying and fixing – without material	Rs. 8/- per sft
7.	Additional labour charges for lift cladding work (applicable to GWE & MFH). Material rates for granite including laying, fixing shall apply. Rates for fixing vitrified tiles shall apply.	Rs. 500/- per floor per lift
8.	Tan brown granite – export quality – material + laying, fixing including wastage	Rs. 115/- per sft.
9.	champering for granite / marble with polishing	As specified in Cir. 501(b) for half round.
10.	Champering of vitrified tile (for lift cladding)	Rs. 10/- per rft
11.	Painting charges underneath AC frame - Enamel with luppum. a. L angle cloth drying stands, stools, etc., - enamel and primer.	Same rate as door frames. Rs. 2/- per rft
12.	Quarter inch grooves for marble and granite steps	Rs. 2.50/- rft
13.	D shape counter top for wash basin at MFH including material, laying, fixing, wastage, etc.,	Rs. 900/- per counter top

Managing Director

Sub.: Rates for miscellaneous works.

Some rates for miscellaneous works are not given in circulars for which guideline rates are given below. Project Managers and Purchase Managers from time to time may send a request to the M.D. for adding to this list works that do not have guideline rates.

Sl. No.	Item description	Rate
1.	Crack filling work for Silver Oak Bungalow Phase II & III. Work involves cutting grooves of ¼ to ½” with chisel or grinding machine and filling with crack filler like Roff crack fill.	Rs. 1,400/- per bungalow (lumpsum rate).
2.	Melamine polish for furniture with material	Rs. 35/- per sft high quality Rs. 25/- per sft – average
3.	Melamine polish for Banister	Rs. 35/- for rft
4.	Melamine polish for maindoor including frame	Rs. 1,250/- Lumpsum
5.	Quota stone polishing without tinoxide with tinoxide	Rs.4/- per sft Rs. 8 to 10/- per sft
6.	Granite holes for kitchen platform	Rs. 40/- per hole
7.	Half round nosing (with out polishing) for tandoor stone, sand stone or similar make	Rs. 15/- per sft
8	Elevation cladding with tiles – applicable for GWE & VSC	Rs.12/- per sft for apartments Rs. 10/- per sft for bungalows

Soham Modi

Sub.: Procedure for billing.

1. Bills for centering work must be sent within two working days to the Head Office (penalty to the project manager for delay Rs. 200/- per bill).
2. Request for payment of 60% towards supply of material like marble, roof tiles, granite, pavers, etc., must be sent within one working day to the Head Office (penalty to the project manager for delay Rs. 200/- per bill). Mention inward no. & dated in the requisition form.
3. All other bills stage wise, block wise, bungalow wise must be sent within 1 week of completing the work. These bills can be sent to the H.O. along with the vouchers.
4. All bills and request for payment for materials must be sent to Shailaja in the Purchase Division for the entry into the inward. Thereafter it must be forwarded to Veena/ Nagalaxmi.
5. Veena / Nagalaxmi shall hereafter compare the bills (only labour bills) with the guidelines rates, sign the bills as verified and send the bills for M.Ds. approval.
6. Bills for work orders like marble, granite, pavers, roof tiles with a request of payment for 60% towards material and 20% towards laying & fixing shall be also be approved by Veena / Nagalaxmi after verifying with guidelines rates and forwarded to M.D. for approval.
7. All bills under works contract for the final payment of 20% shall be sent to Srinivas Rao for verification and approval.
8. Veena / Nagalaxmi to be make approved stamps for stamping the bills.
9. Accountants have been advised to make copies of bills or the estimate summary and handed over to Veena/ Nagalaxmi for data entry. A database has been created for each project where these bills are been fed in. The database gives 2 report
 - a. Flat wise/block wise/ bungalow wise bill details for verification by engineers.
 - b. Contractor wise bills raised for verification by accountants.
10. Accountants and engineers shall ensure that the databases is upto date every week in coordination with Veena/Nagalaxmi.
11. Accountants and engineers are advised to direct the contractors /suppliers to meet Veena/Nagalaxmi regarding the billing problems. They will coordinate with Srinivas Rao or Accountants.
12. Stage wise bills must be made for the works completed for all the contractors including welders, carpenters, painters. In case of painters, Bills can be made after first coat of paint and where 2nd coat of paint is pending (20% to 33% of amount can be withheld as per guideline rates for completion of final coat of paint).

Managing Director

Sub.: Guideline rates for false ceiling

Guideline rates for false ceiling works which are generally taken up in model flats and club house shall be as follows:

Sl. No.	Item	Rate
1.	Plain False ceiling with POP	Rs. 28/- per sft
2.	Designed false ceiling	Rs. 32/- per sft
3.	Mouldings on corners (upto 6" wide)	Rs. 26/- per rft
4.	Holes for CFL fitting – 4" dia	Rs. 25/- per piece
5.	Holes of tube light – 2ft / 4ft	Rs. 100/ 200/- per piece
6.	Flower or similar decoration – 19"	Rs. 500/- per piece
7.	Dome – 2' dia	Rs. 2,000/-

Payment should be made as follows:

1. 60% on delivery of all material.
2. 40% on completing works.

Billing should be as follows:

1. 60% towards material bills (VAT extra)
2. 20% allowance for equipment
3. 20% labour charges

These rates are guideline rates and project managers are free to finalize rates with contractors within a band of + or – 15%, for works less than Rs. 50,000/- in value. However, in case of change in rates within + or – 15% of the above guideline rates, an email must be sent to purchase confirming the negotiated rate. No prior approval of purchase is required – just intimation(in writing /email) is sufficient.

Soham Modi

Sub.: Guidelines rates for elevation cladding for Bloomdale.

Guidelines rates for elevation cladding as done in Bungalow No.1 & 35 at Bloomdale using Bangalore stone & Siera stone about 3” thick shall be as follows:

Rs. 110/- per sft on laid /fixed area including material, wastage, transport, labour on turnkey basis.

Rs. 5/- per sft for acid wash – cleaning.

Payment shall be made as follows:

1. Rs. 45/- per sft on delivery of Bangalore stone and Rs. 90/- per sft on delivery of Siera stone.
2. Labour payment to be made on weekly basis and balance on completion of work.

Billing:

1. 50% to 60% should be towards material. VAT to be paid extra.
2. 20% towards labour charges.
3. Balance amount towards allowance for equipment.

Soham Modi

The cost of sand has been increasing steadily and therefore we would like to reduce the consumption of sand as much as possible. Robo sand and dust shall be used in place of sand in the applications given below.

The cost of Robo sand is about Rs. 370/- per ton for coarse material and Rs. 400/- per ton for fine material which is about 60% cost of sand. Dust costs us about 180 to 200 per ton.

S. No.	Application	Ratio
1.	Compound wall, brick work, compound wall plastering, compound wall CRS, curb stone manufacture, mortar for curb stone, curb stone plastering, landscape brick work and plastering and similar applications.	Use dust in 1:8 & 1:6 ratio for mortar and plastering respectively
2.	CC road work and other non-structural concrete works.	Use Robo sand coarse variety in place of sand
3.	Brick work inside flats and bungalow	Use Robo coarse variety sand in place of sand
4.	Chajjas, lentils & beds,	Use Robo sand coarse variety in place of sand
5.	Plastering first coat / inside flats/ bungalows/ elevation plastering	Use Robo sand fine quality in place of sand
6.	Plastering second coat, internal and external	Use sand
7.	Structural work like columns, plinth beams, footings, slabs, beams where site mix is being used	Continue to use coarse sand

Quality control is advised to get cube testing done at all sites for mortar/concrete produced using Robo sand and normal sand. Project managers shall ensure that separate bins are made for Robo sand, coarse sand and fine quality.

Purchase division can be intimated about approximate quantity required per month. Purchase division is advised to have quarterly rate tie-up for all sites subject to distance and engineers may be advised to directly order Robo sand from the supplier.

Robo sand contact address: Robo Silicon Pvt. Ltd., Robo House, Plot No. 107A,
Road no. 72, Jubilee Hills, Hyderabad – 500 033.

Contact person: Mr. P. Bala Kishore – AGM – Marketing

Contact phone no.: 23557210, 11, 12, 13, 14, 15 & mobile no. 9246365062

This policy shall come into force from Wednesday 25.11.09

Soham Modi.

Sub.: Guideline Bill of Quantity (BOQ) for apartments.

A detailed estimate of construction cost and BOQ for Gulmohar Gardens F block was prepared. A copy of the bill of quantities for RCC work and other materials is enclosed herein.

Project Manager/engineers shall use the BOQ to make quick estimates of material required for purpose of preparing requisitions. Examples:

- a. RMC required for slab is 0.6 cft per sft of super built-up area.
- b. Steel requirement for 1 slab and column is about 2 kgs per sft.
- c. Solid blocks required per sft of super built-up area is 1.8.

A quick cross check of requisitions and bills of contractors with the enclosed list will ensure that bills and requisitions are reasonably accurate.

However, caution should be exercised while using this BOQ for the following reasons:

- a. BOQ is for a building without basement.
- b. BOQ is for a very economical RCC design. In other project steel requirement may be much higher.
- c. Ratio of 4" and 6" block may defer in other projects.
- d. BOQ will not apply to villa projects. Similar BOQ will be sent on a later date for villas.
- e. BOQ is for semi-deluxe specification.

Soham Modi.

Worked Description :		Block F			
Prepared by :		K. Shirish			
Dated :		25.11.2009			
BOQ calculated for 1,000 sft of Super Built-up-area					
S.No.	Item	Quantity	Units	Approx. Rate (Rs.)	Amount (Rs.)
1	Cement	250.00	Bags	150.00	37,500
2	Steel	3,000.00	Kgs	30.00	90,000
3	RMC	25.00	Cum	2,600.00	65,000
4	20MM Metal	165.00	CFT	18.00	2,970
5	40MM Metal (Hand Cut0	35.00	CFT	11.50	403
6	Sand	1,070.00	CFT	30.00	32,100
7	Dust	160.00	CFT	11.00	1,760
8	4" Solid Bricks (16"X8"X4")	970.00	Nos	13.00	12,610
9	6" Solid Bricks (16"X8"X6")	800.00	Nos	19.00	15,200
10	Recron	57.00	Pkts	30.00	1,710
11	Table Bricks (9"X4"X4")	680.00	Nos	1.80	1,224
12	Z Angle	24.00	Kgs	35.00	840
13	Steel For Grills	115.00	Kgs	35.00	4,025
14	MS Pipes for Railing (40MM)	27.00	Kgs	37.00	999
15	Doors Frames (Salwood)	9.00	CFT	800.00	7,200
16	Teak Wood for French Doors	1.10	CFT	1,600.00	1,760
17	Cylindrical Locks	5.00	Nos	330.00	1,650
18	Main Doors Locks	0.80	Nos	2,250.00	1,800
19	Panel Doors (Skin)	16.60	SFT	96.00	1,594
20	Flush Doors	80.00	SFT	63.00	5,040
21	Glass Lowers	20.00	SFT	26.00	520
22	Aluminum Windows	47.50	SFT	225.00	10,688
23	Flooring (Inside Flat + Skirting	780.00	SFT	20.00	15,600
24	Corridors Flooring	146.00	SFT	60.00	8,760
25	Steps	22.00	SFT	80.00	1,760
26	Bathroom Tiles	440.00	SFT	30.00	13,200
27	Kitchen Platforms	22.00	SFT	100.00	2,200
28	Kitchen Dado	30.00	SFT	25.00	750
29	Wash Area Dado	48.00	SFT	25.00	1,200
30	Pavers for Parking	227.00	SFT	25.00	5,675
31	Painting Internal (O.B.D.)	3,040.00	SFT	6.00	18,240
32	Painting External Walls	1,710.00	SFT	5.00	8,550
33	Doors Frames Painting	96.00	RFT	6.00	576
34	Doors Shutters Painting	215.00	SFT	6.00	1,290
35	Grills Painting	53.00	SFT	6.00	318
36	Balcony Railing	28.00	SFT	6.00	168
37	Pipes Railing	13.00	RFT	4.00	52
38	No.of Toilets	1.60	Nos	-	-
39	Terrace Water Proofing Area	198.00	SFT	14.00	2,772
					377,703

BOQ - Thumb Rule							
Company Name :		Modi Ventures					
Project Name :		Gulmohar Gardens Phase - II					
Worked Description :		Block F					
Prepared by :		K. Shirish					
Dated :		25.11.2009					
BOQ for RCC work calculated for 1,000 sft of Super Built-up-area of one floor / slab.							
S.No.	Items	Concrete	Units	Steel	Units	Centering Area	Units
1	Footings	625	cft	550	kgs	625	cft
2	Plinth	150	cft	350	kgs	550	sft
3	Column 1	135	cft	1,125	kgs	365	sft
4	Slab 1	600	cft	1,500	kgs	1,700	sft
5	Column 2	90	cft	750	kgs	350	sft
6	Slab 2	575	cft	1,400	kgs	1,625	sft
7	Column 3	90	cft	625	kgs	350	sft
8	Slab 3	575	cft	1,400	kgs	1,625	sft
9	Column 4	90	cft	475	kgs	350	sft
10	Slab 4	575	cft	1,400	kgs	1,625	sft
11	Column 5	90	cft	350	kgs	350	sft
12	Slab 5	575	cft	1,400	kgs	1,625	sft
13	Column 6	90	cft	250	kgs	350	sft
14	Slab 6	575	cft	1,400	kgs	1,625	sft
15	OHT, head room, etc.	100	cft	300	kgs	225	sft
16	Entire block	1,000	cft	2,750	kgs	2,675	sft

Circular No. 555(b) Construction Division

Date: 11.01.2010

Sub.: Guideline Bill of Quantity (BOQ) for painting material.

I have found that paints are being ordered without preparing proper estimates. As a result some materials are ordered in excess and some less than required. In general it has been found that most painters are unable to complete their work within the guideline rates approved. In order to correct the situation material must be ordered as per guideline BOQ given herein. Please carefully read the notes, specially with reference to area given.

Project Managers are welcome to send their feedback with regard to corrections in the BOQ and the same shall be incorporated from time to time.

Soham Modi.

FORMAT

Painting Material - Bill of Quantities (BOQ)

Prepared by: Soham

Date: 22-12-09

S No	Item	Brand	Material Qty.	Units	Rate in Rs.	I coat coverage in sft	II coat coverage in sft	Coverage in II coats in sft	Material cost in Rs. Per sft	BOQ for 1000 sft of SBUA
1	Luppam	Turbotech	20	bags-20 kgs	165	140	210	84	1.96	11.9
2	Primer for OBD	Asian	1	lts	120	100		100	1.20	10.0
3	OBD	Asian - Tractor - Acrylic	1	kgs	65	60	90	36	1.81	27.8
4	Wood Primer	Asian	1	lts	120	80		80	1.50	12.5
5	Red oxide	Asian	1	lts	110	120		120	0.92	8.3
6	Enamel + 20% thinner	Asian	1 + 0.2	lts	198	120	180	72	2.75	13.9
7	Exterior Primer	Asian	1	lts	110	100		100	1.10	10.0
8	Exterior Emulsion	Asian - Ace	1	lts	115	90	120	51	2.24	19.4
9	Lime based white wash	Lovelycem	1	kgs	10	40	60	24	0.42	41.7

Notes

1	Order 1 ltr of thinner for ever 5 lts of enamel.
2	For apartments estimate of balcony, corridor & stair case railings is excluded and may not be more than 40% of requirement for grills
4	Painting contractors tend to save on use of material upto about 25%
5	Consumption of material should not be less than 25% and more than 10% of estimates.
6	Order only 75% of this estimate
7	Grills estimate is for one side only.
8	SBUA - Super Built-up-area
9	Areas mentioned are sellable areas. In bungalows area is the area excluding portico & terrace

S No	Desc.	Item	Units	Thumb rule - area estimate for apartments per 1000 sft of SBUA	BOQ for apartments per 1000 sft of SBUA	75% of BOQ for apartments per 1000 sft of SBUA	Thumb rule - area estimate for villas per 1000 sft of SBUA	BOQ for villas per 1000 sft of SBUA	75% of BOQ for villas per 1000 sft of SBUA
1	Internal painting	Luppam	bags-20 kgs	3000	35.7	26.79	3750	44.6	33.5
2	Internal painting	Primer for OBD	lts	3000	30.0	22.50	3750	37.5	28.1
3	Internal painting	OBD	kgs	3000	83.3	62.50	3750	104.2	78.1
4	Corridor painting	Primer for OBD	lts	350	3.5	2.63	0	-	-
5	Corridor painting	OBD	kgs	350	9.7	7.29	0	-	-
6	Stilt Floor painting	Primer for OBD	lts	425	4.3	3.19	0	-	-
7	Stilt Floor painting	OBD	kgs	425	11.8	8.85	0	-	-
8	Exterior painting	Exterior Primer	lts	1000	10.0	7.50	3250	32.5	24.4
9	Exterior painting	Exterior Emulsion	lts	1000	19.4	14.58	3250	63.2	47.4
10	Door shutter and frames	Wood Primer	lts	300	3.75	2.81	375	4.7	3.5
11	Door shutter and frames	Enamel + 20% thinner	lts	300	4.17	3.13	375	5.2	3.9
12	Grills - internal	Red oxide	lts	50	0.4	0.31	450	3.8	2.8
13	Grills - internal	Enamel + 20% thinner	lts	50	0.69	0.52	450	6.3	4.7
14	Compound wall	Lovelycem	kgs	0	0	0	925	38.5	28.9

Sub. Proportions for Civil Works.

Proportions for mixing concrete and mortar has been specified several years ago with the circular for the same is missing in our records. Proportions of items unless otherwise specified shall be as given under.

Proportions for RCC & CC works

	Description	Ratio	Material
1	M15 Concrete	1:2:4	Cement : Sand : 20 mm Metal
2	M20 Concrete	1:1½ :3	Cement : Sand : 20 mm Metal
3	M25 Concrete	1:1½ :2	Cement : Sand : 20 mm Metal
4	For CC roads	1:2:4	Cement : Robo Sand : (1 part 20 m Metal & 3 parts machine cut 40 mm)

Commonly used CC grades are as follows:

1. Footings – M 20
2. Columns – M 25
3. Slabs – M 20
4. Minor repairs and maintenance works for
 - Slabs & footings – M 15
 - Columns – M20
5. Lentils, Chajjas, RCC beds, Lofts, etc., - M 15

Note: Check design specifications as given by the Structural Engg.

Proportions for other works:

	Description	Ratio	Material
1	PCC for CRS	1:4:8	Cement : Dust : Hand cut 40 mm Metal
2	PCC for footings	1:4:8	Cement : Sand : Hand cut 40 mm Metal
3.	Mortar for CRS & UCRS	1:8	Cement : Dust
4.	DPC – 2” – with or without steel	1:3:6	Cement : Dust : 20 mm Metal
5.	Mortar for brick work for walls of flats & bungalows	1:6	Cement : Robo Sand
6.	Mortar for other brick work like compound wall foundation walls, labour quarters, store rooms, etc	1:6	Cement : Dust
7.	Mortar for 1 st coat plastering of flats & bungalows	1:6	Cement : Robo Sand + Recron
8.	Mortar for 2 nd coat plastering of flats & bungalows	1:3	Cement : Sand
9.	Mortar for 1 st coat plastering	1:6	Cement : Dust

	for works like compound wall, labour quarters, store rooms, etc.,		
10.	Mortar for 2 nd coat plastering for works like compound wall, labour quarters, store rooms, etc.,	1 : 3	Cement: Dust
11.	Mortar for crack fill – for non-hairline cracks make a groove of 1”X1” with a ¾” chisel	1:3	Cement : Sand + Recron + Bonding Agent.

Please ensure that circular no. for use of sand dust and Robo sand is followed. Use above ratios and specifications, unless other wise specified by structural engineer. In case on contradiction clarify with M.D.

Soham Modi

Sub. Proportions for Civil Works.

Proportions for mixing concrete and mortar has been specified in circular 556(a). However, after feedback from project managers and civil contractors it has been decided that for first coat plastering inside flat/villas Robo sand can be mixed with coarse sand in a 1:1 ratio instead of using just Robo sand with cement.

Project Managers are free to decide the use of coarse or fine Robo sand for mixing with sand for first coat plastering. Fine Robo sand is about 10% more expensive than coarse Robo sand. Project Mangers who wish to use a sieve for screening Robo sand are free to do so.

Ensure that quality and speed of work is not compromised. All other proportions mentioned in circular 556(a) shall remain unchanged.

Soham Modi.

Circular No. 557(a) Construction Division

Date: 21.12.2009

To,
All project managers,

All sites have been informed to store steel (rebar) at one location after straightening the steel. This is to ensure that the steel is securely stored and not lying all over the site.

The guideline rate for straightening the steel shall be Rs. 100/- per ton and project manager shall have the freedom to increase or decrease this rate within a band of +or - 20%.

In case steel is found to be lying at other locations apart from the designated storage area, Admin Officer at site shall be fined a sum of Rs. 500/-

Soham Modi.

To,
Project Managers,

Sub.: Miscellaneous payments to welders, painters, carpenters.

So far we have been issuing on a/c. payments on a weekly basis to welders and carpenters for purchase of consumables like welding rods, blades, etc. Similarly for painters materials and tools like brushes, patties, dalla white, POP and other items were being procured through requisitions on their behalf. There have been several instances of misuse of this policy.

Therefore, hereafter payments to welders and carpenters on a weekly basis shall not be made. Instead welders and carpenters shall purchase these items at their cost. They may produce the bills for purchase of these items and project managers may reimburse the same to them by way of on a/c. weekly payments. Ensure that these material details are entered in the inward register. Please mention the inward no. at the time of making the voucher. Requisition for such tools and materials should not be made.

Similarly, in case of painters apart from luppum, OBD, primer for OBD, exterior emulsion paint, primer for exterior emulsion paint, metal primer, enamel paint, thinner, lovely cem and similar items, the painters must procure materials like brushes, luppum patties, POP, dalla white, black japan, etc., at their own cost. They may produce the bills for purchase of these items and project managers may reimburse the same to them by way of on a/c. weekly payments. Ensure that these material details are entered in the inward register. Please mention the inward no. at the time of making the voucher. Requisition for such items should not be made. However, paints must be ordered through the head office to ensure that duplicate material is not used. Do not permit the painters to bring in paints directly purchased by them. At the time of ordering paints ensure that the name of the painter on whose account the paint is ordered is clearly mentioned. On receipt of material make sure that the paint is handed over to the concerned painter.

Purchase is advised to double check to ensure that these items are not ordered unless otherwise approved by M.D. For painting material, mention name of painter in the PO. Also forward a copy of PO to site so that material is handed over to the concerned painter.

Soham Modi.

Sub.: Standard specification – manhole covers

Manhole covers of various sizes and strengths are being ordered arbitrarily as no guidelines have been issued for the same. Hereafter manhole covers shall be ordered as per specifications given under.

S. No.	Description	Cover size in inches	Frame size in inches	Load bearing capacity in Tons	Use
1.	RCC square cover	24x24 or 20x20	30x30 or 24x24	25	Use for main roads only in exceptional circumstances. Avoid for general use.
2.	RCC square cover	24x24 or 20x20	30x30 or 24x24	6	For cable ducts on footpaths. Do not use on roads.
3	RCC square cover	18x18	22x22	3 to 6	Use for electrical and water manholes on footpaths. Do not use on roads.
4.	RCC square cover	18x18	22x22	10	Use for electrical and water manholes on driveways. Do not use on roads.
5.	RCC round cover	20x20	24x24	25	For general purpose use on roads. Use for drainage, electrical, water supply, cable TV ducts
6.	RCC round cover	20x20	24x24	10	For general purpose use under stilt floor. Do not use on roads. Use for drainage, electrical, water supply, cable TV ducts
7.	RCC round cover	20x20	24x24	3 to 6	For general purpose use on footpaths, childrens park and similar areas. Do not use on roads. Use for drainage, electrical, water supply, cable TV ducts
8.	RCC gulli trap	9x12	14x11	-	Use for gulli traps in place GI gulli trap covers.

Note:

1. Avoid usage of square manholes. They tend to break easily. In its place use round manholes.
2. In most cases 20 inches manhole cover is sufficient. Avoid using larger sizes.
3. In general for main roads use covers of 25 tons capacity, for driveways within bungalows and under stilt floors use covers of 10 tons capacity (or 15 tons) and for covers on footpaths use 6 tons capacity (or 3 tons).
4. Other sizes may be used only in exceptional circumstances. Other sizes available are: square covers 24x24, 24x18, 12x12, round covers 18 and 24 inches.
5. CI covers are expensive and therefore, its use should be limited to covers for overhead tanks and in other exceptional cases. For OHTs use 22 inches CI light weight square covers.
6. Whenever, manhole opening exceed 20 inches in width, it must be covered with a 4 inch RCC fixed slab. In the slab leave an opening of 20 inches (round or square). The RCC cover must be placed 3 to 4 inches below the proposed FFL. Place the readymade CC cover on top of it. Affix with cement mortar. Drawing for the same is enclosed.

Soham Modi.

Sub.: Curing

There are several complaints from customers, consultants and I have myself observed that curing at most sites is erratic and mostly left unsupervised. To correct the situation these guidelines are being issued which are to be strictly followed.

RCC works including footings, pedestals, plinth beams, columns, slabs, partition walls, roads, manhole covers, etc., have to be cured for atleast 3 weeks.

Civil work like brick work, first and second coat plastering, kalai finish, CRS wall, etc., must be cured for atleast one week.

Notes:

1. Columns must be cured using gunny bags.
2. Curing must start on the following morning after casting concrete.
3. For ready mix concrete water must be sprinkled on concrete four hours after the pour to avoid hairline cracks.
4. Flat surfaces like slabs and roads must be cured using bunds made in stone dust. Bunds should not exceed 100 sft in size. Bunds must be made on the following morning after casting.
5. On slabs ensure that bunds are made leaving a 9" space around column starters so that columns can be casted without disturbing the bunds.
6. In apartments lift pits must be used for storing water and curing must be done through a 1 HP subimmersible pump installed in the lift pit. Use a 1 ¼ GI pipe with a outlet valve on each floor for curing.
7. In bungalows use a 1 1/4" HDPE pipe installed around the peripheral boundary of the site for curing. An outlet must be provided at an interval of 150 ft. Alternately, use the underground water supply pipe of the same size provided for gardening.
8. Distance of farthest point from water outlet must be less than 100 ft. Under any circumstances it should not exceed 150 ft. Pressure in the pipe should be adequate. Immediately replace broken pipes.
9. For footings fill back with earth as soon as possible and flood the earth with water to ensure proper curing.
10. QC shall ensure that these guidelines are strictly adhere too. Fine the contractor and project manager/engineer for any default.
11. Curing must be done by contractor, however, in case of non-availability of contractors labour, use department labour and debit it to the contractor.

Soham Modi.

Sub.: Standard specifications for fasteners

Typographical errors in circular 561(a) are corrected herein (see item no. 11 & 14).

Screws, plugs and anchor bolts are being arbitrarily ordered and used. Correct use of fasteners would make substantial difference to the quality of construction. Hereafter, fasteners shall be used as given under:

S. No.	Item	Type	Used for
1.	Fisher plug 5 mm		RCC and brick work for screws upto 6 mm dia – primarily used for electrical work and fixing of frames, posters, etc.
2.	Fisher plug in 6 mm		RCC and brick work for screws from 6 mm upto 8 mm dia - primarily used for plumbing work
3.	Sheet metal screws 25 x 6 mm, 32 x 6 mm & 50 x 6 mm	Pin head	for electrical work
4.	Sheet metal screws 32 x 8 mm	CSK	for grill fixing
5.	SS screws – 16 x 4 mm	pin head	For door no. plates
6.	SS screws - 19 x 6 mm	CSK/ Pin head	for tower bolt/door handles
7.	SS screws - 25 x 6 mm	Pin head	For car parking no. plates
8.	SS screws - 38 x 8 mm	CSK /Pin head	For door stopper
9.	Wood screws - 25 x 8 mm	CSK	for window hinges
10.	Wood screws - 30 x 8 mm	CSK	for door hinges
11.	Wood screws - 35 x 8 mm	CSK	for PVC pipe clamps – use with 6 mm fisher plug
12.	Coach Screws - 35 X 8 mm	CSK	for WC fixing
13.	Wood screws – 50 x 10 mm	CSK	For wash basin brackets
14.	Wood screws – 35 x 8 mm	CSK	For PVC flush tanks
15.	Anchor bolt 6 mm pin type in RCC / walls		For staircase and balcony railing. Ladder fixing Lentil brackets
16.	Anchor bolt 6 mm with hook		For drop wall
17.	Anchor bolt 8 mm normal or pin type		Fire safety wet raiser, generator exhaust pipe.
18.	Anchor bolt 8 mm hook type		For ceiling fans
19.	Anchor bolt 12 mm hook type		For swings
20.	Door frame hold fast – 4” to 6” length, 1 ½” width in 4 mm thick MS flat fitted with 30 x 8 mm wood screw.	CSK	For door frames – fitted with 30 x 8 mm wood screw
21.	Wood screws 25 mm x 8 mm	CSK	For wooden banister. Must use 1 ¼” MS flat for banister fixing.
22.	Wood screws 60 x 8 mm, 75 x 8 mm	CSK	For banister post assembling.

23.	Nut bolt -12 mm x 4"		For anchoring banister to floor
24.	Anchor set chemical – Cera or equivalent brand		For anchoring MS and wooden railing into steps and floor
25.	1 ½" nails		For main door beading
26.	1" nails		For other doors beading
27.	2" nails		For chicken mesh fixing For electrical conducting fixing
28.	Bombay nails 2 ½" and 3"		For GI pipe fixing – concealed pipes only
29.	Nails 2" or 2 ½"		For door frame assembly

Notes:

1. Use 3 nos. 4" wide MS powder coated hinges for doors.
2. Use 2 nos. 3" wide MS powder coated hinges for windows.
3. Use 4"/6" SS handles for window /doors.
4. Use 4"/6" SS tower bolts for window/doors.
5. Use U type clamps for horizontal PVC SWR drain pipes.
6. All PVC pipes for drainage and rain water must be screwed on to the wall with 6 mm plug and 35 x 8 mm wood screw. Do not use Bombay nails.
7. A sample board with all fasteners will be sent to site.
8. Purchase not to order any fasteners other than ones mentioned above without cross checking with project manager.
9. Wood screws must be of Sharpex or national brand. Sheet metal screws should be of TFR or Tuff brand.
10. Railing top for banister fixing must be 1 ¼" MS flat.
11. GI pipes of any size wherever exposed must be fitted with GI clamps (saddle with spacer bar) with 6 mm plug and 35 x 8 mm wood screws. Do not use Bombay nails.
12. CSK stands for Counter Sunk Head Screw (shaved head).
13. Nails shall be of MS.

Soham Modi.

Sub.: Specified ceramic and vitrified tiles for projects.

Due to difficulty in procuring vitrified tiles from Johnson, we are ordering vitrified tiles of a similar colour and design from other suppliers. Hereafter in place of Johnson Tiles - ALPS - 2'x2' - Vitrified Tiles, Asian tiles – Kito series or Euro tiles – Bottochono series may be sent.

Project managers shall ensure that each flat or villa has only tiles of one make that too from one batch. Do not use tiles of different make in any flat or villa.

Ensure that while ordering tiles, tiles are ordered for integrated no. of flats or villas. In case existing stock is available for a fraction of a flat/ villa then order the balance tiles of the same make for that flat/villa.

For the balance tiles purchase shall be given the liberty to order tiles from any of the above mentioned companies.

Soham Modi.

Sub: Standard procedure for providing earthing.

1. Earthing should be provided for different kind of applications as follows:

Transformer	-	Two earthing and one neutral
Panel boards	-	One neutral must be provided for one electrical room. One earthing must be provided for each panel board with a minimum of two earthings per electrical room.
Lifts	-	One earthing and one neutral per lift.
Generator	-	Two earthings and one neutral (optional) per generator.
Feeder boxes in villas	-	One earthing for each feeder box.
Generator feeder box in villas	-	Nil. Connect to main feeder box earthing.
Within villas	-	One earthing

- Each earthing and neutral should be of 6' x 2' x 2'. Use a 5' 6" GI pipe of 2" dia – B class connected to a 1' x 1' 3 mm thick copper plate at its bottom. After placing the GI pipe and copper plate fill the earth pit with alternate layers of earth, sand and bentonite powder. Use a large gampa of each material for each layer. Approximately each layer would be about 2". In the last 1' install a 2' CC ring with a 2" RCC cover. The RCC cover should have an opening of 9" x 12" covered with a CC gully trap cover. The filling of the pit should be 3" below the RCC cover. The GI pipe must be clearly visible.
- The earth pit must be connected to the panel/generator/transformer, etc., with a 25 x 6 mm GI flat. Flat must be connected of GI pipe with a clamp placed 6" below the top of the pipe. However, in case of neutral for transformer use a 25 x 3mm copper flat. In case of lift neutral an 8 gauge (4 mm) copper wire can be used in place of a GI flat. The inter connects must be buried a foot under the ground to prevent theft.
- In case of villas provide earthing on the rear side of the villa and bolt the GI strip to the nearest wall at a height of 6" above the finished floor level. From there connect with a 7/20 copper wire to the DB.
- Pit must be watered periodically.
- In case of neutral for transformer, use a CI pipe of 3" dia in place of the GI pipe and the copper plate.
- Do not use salt, coal or any other procedure for making earth pits. Make as per drawing enclosed herein.
- The earth pits and neutral pits should be spaced at a distance of 10' from each other.

Details of testing for neutral and earth shall be provided later.

Soham Modi

Sub.: Aluminum sliding windows design standard

Standards for Aluminum sliding windows being used for flat /villa projects are being specified herein. Project managers with the assistance of QC shall ensure that standards and procedures given herein are strictly followed.

The thickness of each profile should be measured with a vernier caliper and the thickness should not be less than 5% of the specified thickness. However, the more accurate method of checking thicknesses of profile is by weight. The weight per mtr should be checked on an electronic weighing machine available with QC before starting work. The weight specified in the enclosed drawing is the minimum weight of the profile. Do not accept/use material which falls below the specified weight.

Profile no. 1: Clip used for fix windows.

Profile no. 2: Box section for fixed glass windows – used for sides, bottom and top

Profile no. 3: Box section for fixed glass windows – used for middle sections

Profile no. 4: 2 track for frame of sliding window - used for top and sides.

Profile no. 5: 2 track for frame of sliding window - used for bottom.

Profile no. 6: Interlock vertical member for window shutter – used for interlocking sides.

Profile no. 7: Vertical member for window shutter – used for non-interlocking sides.
Can also be used for shutter top.

Profile no. 8: H section for window shutter – used for top and bottom.

The frame should be clamped with 1.5” aluminum L angle of 2.5” length and 3 mm thickness fitted with 19 x 6 or 19 x 8 mm SS screws.

Shutter should be screwed with 4 nos SS screws of size 38 x 6 mm.

Felt of good quality should be used in the frame. Do not use rubber or PVC gaskets.

For sliding windows 4 mm float glass should be used and for fixed windows 5 mm float glass should be used. The glass should be fixed using a transparent PVC gasket. Do not use black PVC gaskets or EPDM gaskets.

The shutter should be locked using a spiral lock. Do not use any other type of lock or handle.

Powder coating should be done using pure polyester.

Frame should be fitted to the wall using about 38 x 8 size SS or wood screws. Templates (external) should be used to cross check opening for window after brickwork stage and after plastering stage. Corrections should be made using grinding machine. Do not use hammer and chisel.

2 holes of 5 mm should be made in the bottom track facing the external side so that water does not accumulate in the track.

Soham Modi.

Sub.: Aluminum openable doors and windows design standards

Standards for Aluminum openable windows being used for flat /villa projects are being specified herein. Project managers with the assistance of QC shall ensure that standards and procedures given herein are strictly followed.

The thickness of each profile should be measured with a vernier caliper and the thickness should not be less than 5% of the specified thickness. However, the more accurate method of checking thicknesses of profile is by weight. The weight per mtr should be checked on an electronic weighing machine available with QC before starting work. The weight specified in the enclosed drawing is the minimum weight of the profile. Do not accept/use material which falls below the specified weight.

Openable Windows for villas.

Profile no. 1: Z- section for window shutter – used for 4 Sides. (Openable)

Profile no. 2: Chair section– used for outer frame –all 4 sides (Openable)

Profile no. 3: Mulyan Section - Used for outer frame - for center posts (Openable)

Profile no. 4: Clip used for fixing glass in window shutters.

Openable Doors

Profile no 5 – Section for door shutter – Top section

Profile no 6 –Vertical Section – used for door shutter on both sides.

Profile no 7 – Bottom Section – used for door shutter fixed with hinges. For floor mounted doors use the same section with 6” height.

Profile no 8 – Center Section for door shutters.

Profile no 9 – Clip used for fixing glass in door shutters.

Profile no 10 – Section used for door frame on all 3 sides.

The Outer frame should be clamped with 1.5”X1”X3mm thick aluminum L angle fitted with 19 x 6 or 19 x 8 mm SS screws.

Shutter should be screwed with 4 nos SS screws of size 19 x 6 mm or 19 x 8 mm.

Felt of good quality should be used in the frame. Do not use rubber or PVC gaskets.

For openable windows/doors 4 mm float glass should be used and for fixed windows 5 mm float glass should be used. The glass should be fixed using a transparent PVC gasket. Do not use black PVC gaskets or EPDM gaskets.

Handles and locks of good design and quality should be used after prior approval from M.D.

Powder coating should be done using pure polyester.

Frame should be fitted to the wall using 60 x 10mm or 75 x 10mm G.I or SS screws. Templates (external) should be used to cross check opening for window after brickwork stage and after plastering stage. Corrections should be made using grinding machine. Do not use hammer and chisel.

Soham Modi.

Draft Circular

Circular No. 566(a) Construction Division

Date: 15.10.2010

Sub.: Installation of fire safety equipment

As per terms of sanction the fire safety equipment has to be installed for projects with flats. Basic norms for buildings upto 30 mts height are the same. Details of installation of equipment are given herein. However, details of installation of sprinklers has not been specified here.

Fire safety equipment is of five types:

- a. Down comer
- b. Sprinkler system in basements
- c. Fire alarm
- d. Fire extinguishers
- e. Fire static tank and sump

Down comer: A down comer consists of 4" B class MS pipe running from the parking floor to the overhead fire static tank. At the fire static tank two butterfly valves and one non-return valve must be provided along with a booster pump of 12.5 HP capacity. Immediately after the booster pump provide a ½" valve on a branch line for connecting the pressure gauge. Also provide a air release valve. The booster pump can be connected to several down comers.

The down comer should have a provision for a 30 mtr hose reel and a 15 mtr 63 mm dia CP hose on each floor including parking floors. The hose reel should be connected on a branch using a 1" Zoloto valve. Similarly, the 63 mm CP hose must be connected on a branch of about 1 ft, using a 3" B class MS pipe connected to a 3" SS hydrant valve. The CP hose must be enclosed in a hose box along with a 63 mm SS branch pipe connected to one end. On the stilt floor provide a 4 way 100 mm fire brigade inlet.

An automatic control panel for starting the booster pump must be installed in the electrical panel room, connected to the power mains through a generator back-up. Connect the control panel to the booster pump using 3 core 2.5 mm copper armoured cable. A pressure switch connected to the down comer must provide a feed back to the control panel. Use a similar size cable. The panel should be configured such that whenever the pressures drops to less than 7.5 kgs/cm² in the down comer the booster pump must switch on. As such whenever a valve is opened on the down comer the booster pump must switch on. Cabling should be done through a 2" PVC pipe neatly fastened with base-saddle. The pump must be on 24x7.

Sprinkler system in basements: A sprinkler system to be provided in the basement which is connected to the down comer. It consists of MS piping and sprinklers. Details shall be specified later.

Fire alarm: It consists of a fire alarm control panel (use six zone panel for stilt + 5 floor buildings), hooters and manual call points. The system can be connected using good quality two pair telephone cables. The fire alarm panel should be placed in the

electrical panel room. Manual call points with hooters should be provided on all floors including parking floors. Manual call points should be installed at a height of 6 ft and hooters above 7 ft. In general a set of hooters and call points should be provided for every down comer, a few feet away from the down comer. Ensure that the cabling is neatly done using a 1” PVC pipe appropriately fastened using base – saddle. The panel should have a battery back-up.

Fire extinguishers: One dry type (DCP) fire extinguisher should be provided for every electrical panel room, generator and transformer. Affix the DCP fire extinguisher at a height of 4 ft outside the panel room and near the generator /transformer. One wet type (CO2) fire extinguisher should be provided for all staircases on each floor. The extinguisher can be fixed at a height of 4 ft on every mid-landing of the staircase including parking floors.

Along with fire extinguishers provide 3 nos fire buckets filled with sand on the stilt floor attached to a suitable stand.

Fire static tank and sump: One 25,000 lts overhead fire static tank should be provided to each block and one 25,000 lts underground sump should be provided for each project. The borewater connection to the OHT must be connected through the fire static tank.

The bill of quantities along with indicative price and brand is enclosed herein.

Mr. Ravi Kumar shall help in installation and commissioning. His fees shall be as follows:

1. Consultancy charges per down comer - Rs. 10,000/- - Rs. 5,000/- to be paid as advance and balance on obtaining NOC from fire department.
2. Charges for Fabrication, erection, painting and commissioning of down comer (labour only – except paint) per down comer – Rs. 25,000/- Pay Rs. 5,000/- as mobilization advance, Rs. 10,000/- on completing fabrication and erection of MS pipes, Rs 5,000/- on installation of all fixtures and painting and Rs. 5,000/- on commissioning.
3. Charges for Fabrication, erection, painting and commissioning of booster pump (labour only – except paint) – Rs. 20,000/- Pay Rs. 5,000/- as mobilization advance, Rs. 5,000/- on completing fabrication and erection of MS pipes, Rs. 5,000/- on installation of all fixtures, pumps and painting and Rs. 5,000/- on commissioning.

Mr. Mathur shall provide consultancy and drawings. He shall also help obtain NOC from fire department.

Specifications:

- A. Painting: MS pipes, fire buckets, etc., should be painted with 2 coats primer and 2 coats red enamel.
- B. Butterfly valve: Wafer type cast iron with all necessary mating flanges, nuts & bolts and 3 mm thick rubber gasket. Sandwich type, liver operated and by-directional .
- C. Air release valve: Gun metal single ball type with threaded male inlet.

- D. CP Hose: 63 mm dia with medium duty end couplings (gun metal or SS) bound with 16 SWG GI wire.
- E. Branch pipes: 63 mm dia short pipe with nozzle of 16 mm dia bore (gun metal or SS).
- F. Hose reel: swinging wall mounted type with 16 mm internal dia. Isolation valve, screw type 25 mm dia.
- G. Fire brigade inlet: Gun metal or SS instantaneous inlet male coupling. Header of mild steel.
- H. Booster pump: 900 LPM at ___ head, mono block 12.5 HP 2900 RPM, 3 phase.
- I. Non-return valve: Wafer type cast iron single plate sandwich type with flanges, nut bolts, 3 mm rubber gasket.
- J. Pressure gauge: Bourdens type, 0 to 10.5 kg/cm range bottom entry direct mounting, weather proof with over range protection with snudber /siphon tune and cork valve.
- K. Pressure switch: Industrial pressure switch model, adjustable internals, 10-215 PSI range, single hold double through, die-cast aluminum alloy enclosure weather proof.
- L. Battery: UPS or motorcycle battery ___ capacity.

Soham Modi.

Internal Memos

Memo No.	Date	Description
912/1	12.04.08	Reporting of mistakes made on site.
912/3	11.08.08	Maintenance of swimming pool
912/4	23.08.08	Measurement of MS pipes
912/5	26.08.08	Painting of windows
912/6	24.10.08	Nomenclature for bill
912/9	08.12.08	New format for quality control checking
912/10	07.01.09	Security and store rooms
912/11	14.02.09	Keys of model house/flats
912/16	11.03.09	Concreting work
912/17	11.03.09	Splitting bills
912/17/a	09.01.10	Request for payment for turnkey jobs
912/18	16.04.09	Mixing of concrete
912/19	28.03.09	Details of contractors
912/25	15.06.09	Raising bills on time
912/27	22.07.09	Preparation of CC cubes for testing
912/28/a	24.08.09	Usage of covering blocks
912/29	10.08.09	Installation of GI & PVC pipes
912/30	10.08.09	Tile adhesive and grouts
912/33	25.11.09	Billing details from billing database
912/34	25.11.09	Guideline rates approval form
912/34/1	24.12.09	Window sill in kitchen / utility
912/35	11.01.10	Gate pass
912/36	18.01.10	BOQ for Recorn consumption
912/37	02.02.10	Guideline rates for works at VSC
912/38	03.02.10	Beading for door frames
912/39	03.02.10	Design for RCC gate pillars & compound wall
912/40	03.02.10	BOQ for painting material
912/41	11.3.10	Miscellaneous – use of bottle traps and laying of vitrified flooring
912/42	20.3.10	Recording of attendance
912/43	19.4.10	Requisition for PVC SWR pipes
912/44	26.4.10	QC ATR and QC on ATR
912/45	26.5.10	Use of Template
912/46	09.10.10	Standard size of SS name plates
912/47	17.11.10	Use SS screws in place of sheet metal screws

To,

All Engineers,

Sub.: Reporting of mistakes made on site.

We have been receiving several reports that there are errors in marking, specially at the time of casting footings and pedestals. It is understandable that errors may crop in and footings / columns / slabs incorrectly.

However, every error in RCC work is that more than 1" must be reported. A report can be send by email to my account or in writing to the Head Office. You may also inform me above errors when I am at site. A decision about correction of errors will be made after due consultation with structural engineers. Very minor errors (less than 1") can be corrected by making adjustments. Major errors may require redesign or breaking or recasting. However, such correction can be made only after duly reporting the errors. In no circumstances will these errors go un-reported.

Action will be taken against those engineers and contractors who have not reporting mistakes made on site.

I would like to ensure that the structural integrity of our construction is never comprised while I am willing to forgive mistakes made by engineers / contractors, I shall be very strict when ever an attempt to conceal such mistakes is made. Hereafter, please ensure that all errors, specially in RCC work are duly reported.

It has also come to my notice that engineers are trying to conceal mistakes made by their colleagues. Action will also be taken against engineers who have knowledge about mistakes made by their colleagues but have not duly reported them.

Soham Modi

Internal Memo No. 912/3 – Clarification on construction

Date: 11.08.2008

To
Project Managers / Admin Officers at site

Sub.: Maintenance of swimming pool

For maintenance works of swimming pools we are paying a lumpsum amount to Pragathi Consultants. Narayana has asked for a policy for deduction for absentees.

The policy shall be as follows:

Permit one weekly off and 12 holidays a year. Beyond that permit 2 sick two more leaves per month. Thereafter deduct proportionate amount calculated on a daily basis assuming 30.5 days per month.

Soham Modi

Internal Memo No. 912/4 – Clarification on construction

Date: 23.08.2008

To
All Project Managers,

Sub.: Measurement of MS pipes

Ensure that you have vernier caliper at site. Whenever you receive MS pipes make sure you measure the dia and thickness. Please follow Circular No. 538(a) whenever you order MS pipes.

Soham Modi

Internal Memo No. 912/5 – Clarification on construction

Date: 26.08.2008

To,
All Concerned,

Sub.: Painting of windows

Ensure that all templates for windows are painted with 2 coats of Red Oxide before fixing with Asian Paint Red Oxide.

Also paint 6'x4' and 8'x12' hoardings with 2 coats of Red Oxide. Do not paint with enamel.

Soham Modi

Sub.: Nomenclature for bill

Ensure that bills for RCC work clearly state the following:

1. For columns state column no. as 'Column No.1', 'Column No. 2
'Column No. 6' which refers to columns for stilt floor, 1st floor, 2nd floor
..... 6th floor.
2. For slabs state slab no. as 'Slab no. 1', 'Slab No. 2' 'Slab No. 6' which
refers to the Stilt floor slab (roof), 1st floor slab (roof) 6th floor slab
(roof).

Work description: Measurement sheets, estimate sheets and bills nos. should
clearly state 'Column no.' or 'Slab No.'

Regards,

Soham Modi

Sub: New format for quality control checking.

Quality Control for all flats / bungalows after completing plastering, electrical conducting, PVC, GI fitting, water proofing and before starting flooring, tiles and painting works must be done.

Quality Control team has been given a new format for checking the flats/bungalows after these works are done. Ensure that the Quality control team is called for inspection well in advance.

Soham Modi

Applicable to:

1. MFH - Except B block south wing.
2. SOB Phase III.
3. PMR 3C & D blocks.
4. MNM
5. KNM
6. GWE and other new projects.

Internal Memo No. 912/10 – Clarification on construction

Date: 07.01.2009

To,
The Admin Officers,

Sub.: Security and Store rooms

You are advised to keep all the gates and store rooms locked at all times. Security guards can open the gates for a minute to allow vehicles to enter or exit and again lock the gate. At best the main gate can be kept open by 2 ft by tying with a chain at about 4 to 5 ft length. Store keepers may open the stores only for few minutes at the time of hading over material.

Store keepers and Admin Officers shall inspect the site including all flats and bungalows every day and pick up material lying around and bring it back to the stores. If I find material lying around during my inspection, I shall fine the store keeper and admin officer Rs. 1,000/- each. Similarly if I find the gates or store room doors unlocked, I shall further impose a fine of Rs. 1,000/- each.

Store Keepers are advised to seal the locks with gum and singed paper every day evening.

Soham Modi.

Internal Memo No. 912/11 – Clarification on construction

Date: 14.02.2009

Sales Managers/ Admin Officers / Bhavani Prasad,

Sub.: Keys of model house /flats

Ensure that 3 sets of keys for site office, Model house and flats are prepared. 1 set will be kept with security, 1 set with sales executives/managers and 1 set with admin officers. Office and model flat should be sealed every evening with signed paper and glue. Bhavani Prasad shall ensure implementation of same by Saturday.

Regards,

Soham Modi.

Internal Memo No. 912/16 – Clarification on construction

Date: 11.03.2009

To,
All Project Managers and QC,

Sub.: Concreting work

Concreting work is being undertaken during weekends and holidays in the absence of engineers without any supervision. Hereafter, if it comes to my notice that concreting work has been undertaken without the presence of an engineer, I shall fine the project manager a sum of Rs. 5,000/-

Soham Modi.

Internal Memo No. 912/17– Clarification on construction

Date: 11.03.2009

To,
The concerned,

Sub.: Splitting of bills.

Bills are being split towards labour charges, hire charges, etc., as per details given in Circular No. 516(a). However, the bill should be prepared only for item nos. 1 to 9 as given in the circular.

For all turnkey jobs mentioned in item no. 10 in the circular, an estimate sheet, measurement sheet should be attached along with 'Request for payment sheet'. Do not prepare bills for turnkey jobs that include material for items given in point no. 10 of the circular. Purchase division will make the bills for material payments, labour charges and transport charges as per actuals based on the material bills supplied by the contractors or their vendors who have supplied material to us directly. You may clarify this issue with Veena/ Nagalaxmi or myself during my site visit.

Soham Modi

To,
The concerned,

Sub.: Request for payment for turnkey jobs.

Bills are being split towards labour charges, hire charges, etc., as per details given in Circular No. 516(a). Further clarification were issued vide internal memo no. 912/17 wherein it was made clear that the bill should be prepared only for item nos. 1 to 9 as given in the circular.

For all turnkey jobs mentioned in item no. 10 in the circular, an estimate sheet, measurement sheet should be attached along with 'Request for payment sheet' as follows:

- a. For items like, marbles, country tiles, pavers, other types of stone work, footpath tiles, roof tiles, stone cladding, etc., send request for payment sheet with 60% payment on receipt of material, 20% on laying, fixing and balance 20% on completing all works or as per percentages specified in guide line rates.
- b. For works like water proofing, send request for payment for 100% amount once the entire work(unit/block wise) is completed. Request for part payment must not be sent.
- c. For works like Aluminium windows ask the contractor to directly approach Srinivas Rao for payment. Srinivas Rao has been advised to release 80% value of aluminium and glass after confirming the receipt of these materials from site (verify DC). Project Managers need not deal with the said issue.
- d. For painters only issue weekly labour payment and on completion of work send request for 100% payment. For works where last coat of paint is held up issue request for payment (as a final bill) @ 80% of guideline rates. Note that this is not the same as request for 80% payment for marble contractors.

Project Managers are requested not to make any bills for which no guidelines are issued. Do not make bills with a note attached stating deviations made. Instead send an email for clarification and make bills after approval. Project Managers are once again encouraged to use guideline rate approval form as given in Internal Memo no. 912/34.

Nagalaxami and Veena shall ensure that no bills are prepared or approved without guideline rates or procedures. Their primary duty is to make approved bills as per guideline rates and procedures.

Soham Modi

To,
The Project Managers,

Sub.: Mixing of concrete

Mixing of concrete for columns should be done by concrete mixture and proportion boxes should be used for proper proportions. Several contractors have complained regarding cost of lift and concrete mixture. In case of bungalows most of the time concrete mixture is not being used. Therefore from here on the following procedure shall be followed for casting columns:

1. A half bag manual concrete mixture can be used in place of power driven concrete mixture. However, the manual concrete mixture must be used on the same floor where columns are being casted.
2. The cost of the concrete mixture is about Rs. 10,000/- and contractors must be advised to purchase it at their cost. We can finance them and deduct the amount in their next bill.
3. Proportion boxes (4 nos.) of 1.25 cft each must be present at each site ensure mixing in proper ratio.
4. Where more than 20 or 30 columns are being casted at a time, it is still suggested that a power mixture is used.
5. Quality Control shall ensure that all sites (specially bungalows) have a manual mixture and 4 nos. proportion boxes at site.

I will personally inspect the equipment in the first week of April and Project Manager shall be fined wherever there is a default in the same.

Soham Modi.

Internal Memo No. 912/19-Clarification on construction

Date: 28.03.2009

To,
All Project Managers, Nagalaxmi, Veena & Accountants,

Sub.: Details of contractors

Ensure that full name and mailing address of each contractor is written on the bills being made at site. Accountants are advised to do corrections for old bills. Do not send bills with short or partial address or contractor name.

Soham Modi

Internal Memo No. 912/25 – Construction Division

Date: 15.06.2009

To,
All Project Managers,

Sub.: Raising bills on time

The bills of centering contractors and 60% bills for material supplied by contractors should be sent to head office within 2 working day of receiving the material or completing the work. Failure to do so will attract a penalty of Rs. 500/- per bill.

For all other works, bills should be sent flat wise / bungalow wise or block wise within one week of completing the work. Failure to send the bills to head office will also attract a penalty of Rs. 500/- per bill.

Accountants shall bring to the notice of M.D. if the bills receipt date is more than as specified above, so that a penalty can be imposed. Similarly Srinivas Rao shall bring to the notice of M.D. bills for materials that are received late.

Soham Modi.

Preparation of CC cubes for Testing

The CC cube test machine is now fixed at GMG and is working properly. QC office is also based at GMG. All project managers are required to send their CC cubes for testing to GMG after at least 2 days curing but before the 7 day. The Tata Ace carrier must be used for sending it to GMG. QC shall ensure that all blocks reach them on time. They may co-ordinate with the Admin Officers at site.

A register for CC cubes casted at site must be maintained as per the details specified earlier (QC send me a copy of earlier emails sent in this regard to issue a circular.)

QC will send all the project managers a monthly report as per the attached format by the 7 th of each succeeding month.

Similarly, testing of all kinds of cement blocks must be undertaken before using it for construction. On receipt of a fresh load of cement blocks send a sample the same day to GMG for testing. QC will give the results of testing within 48 hrs. Blocks can be used for construction only if the strength is more than 25 kgs per sq. cm. This is to be strictly followed at all sited immediately.

For blocks made at site the strength must be tested on the 14th day. Ensure that details of date of receipt or production, site name, dc no., supplier name is written on the blocks before sending it for testing. This procedure is to be followed up to this month end. Thereafter a circular will be issued like in the case of CC cubes and a separate register will have to be maintained.

Soham Modi.

The use of covering blocks as per correct specifications is important for the quality of the RCC structure. Henceforth, PVC covering blocks will be used in place of covering blocks prepared at site. Covering blocks shall be used as follows:

S. No.	Item	Recommended cover	Rate per piece
1.	Footings	50 mm	3.50
2.	9" columns	40 mm on all sites	2.70
3.	6" column	25 mm on shorter site & 40 mm on longer site	0.95 / 2.70
4.	Beams	25 mm	0.95
5.	Slab	20 mm	0.60

After consulting structural engineers, it has been decided that the usage of covering block shall be as follows:

- a. For slabs make a grid of 3 ft x 3ft i.e., one covering block for every 9 sft.
- b. For Footings – made a grid of 2 ft x 2 ft i.e., one covering block for every 4 sft.
- c. For Beams – one or two covers shall be used for every 3 rft on each side of the beam.
- d. For Columns – use 4 to 6 covers for every side of the column.

Ensure that the PVC covers are tied to the reinforcement with binding wire as specified above. The cover should be tied to the main reinforcement bars and not to the stirrups. In other words the cover specified is from the main reinforcement. Ensure that estimate for requirement of covering blocks is prepared as per the above and orders are placed 2 weeks in advance. You may maintain stock for one bungalows / slab.

Soham Modi

Sub.: Installation of GI and PVC pipes.

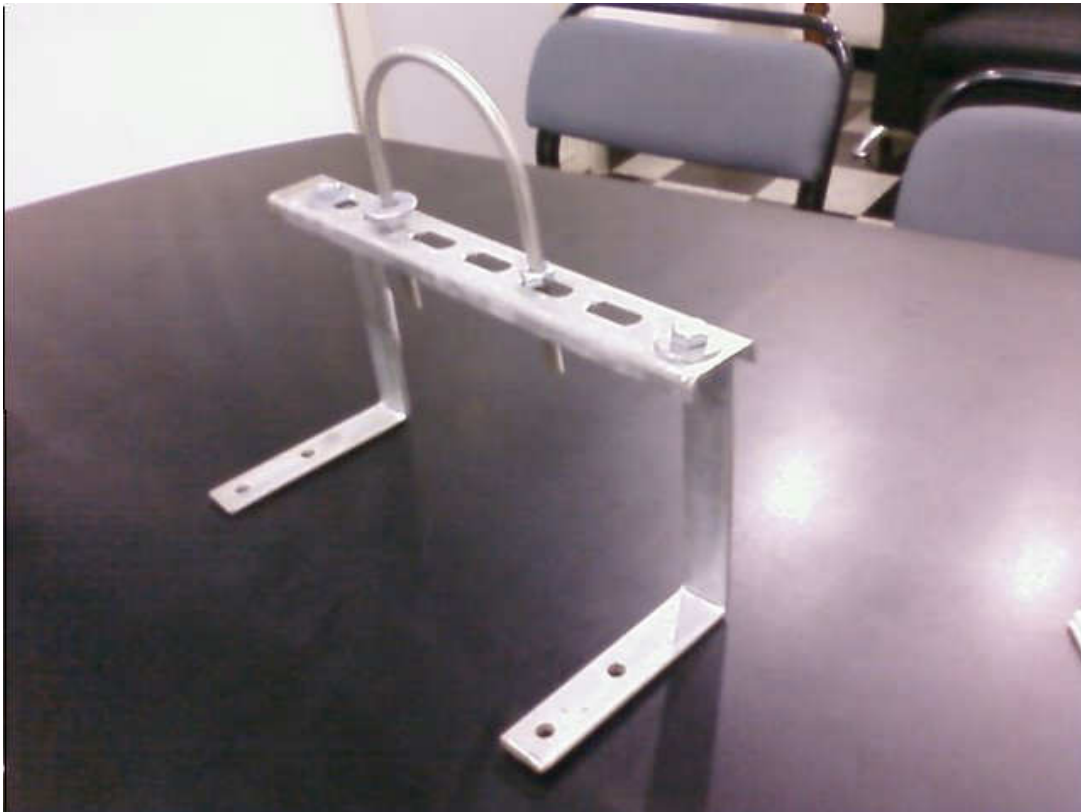
I have noticed at several sites that GI and PVC pipes are been fixed to the external walls using Bombay nails. This practice is to be strongly discouraged. PVC pipes should be fixed with clamps and fasten to the walls using plastic plugs (fisher) and screws. It is recommended to use 6 mm plugs with 1 ½” screws. Fix GI pipes with base - saddle and clamps. Ensure that the GI and PVC pipes are to plum.

For horizontal PVC pipes in the stilt floor, use U type clamps along with brackets. The bracket can be screwed on to the RCC structure using 6 mm plugs and 1 ½” screws. The channel is about 1 ft in width and L brackets have heights from 2” to 7”. The U bolts with nut and washer are available in sizes from 1/2” to 12”.

Ensure that the PVC and GI pipes do not extend beyond the parapet wall of the top floor. They should be terminated 6” below the parapet wall of the top floor.

QC shall enforce above procedure. A picture is enclosed for your reference.

Soham Modi.



Sub.: Tile adhesive and grouts

There is a great deal of confusion about use of tile adhesive and grouts. Grouts are used for filling the joints between ceramic tiles or vitrified tiles. Tile adhesives are used for sticking tiles or stone to walls or floor.

Grouts are generally of 2 types i.e., cement based and epoxy grouts. We are generally using cement based grouts. However, epoxy grouts can be used in select applications like filling gaps around bathtubs. Epoxy grouts are expensive and its use should be minimal.

Bathroom tiles and flooring tiles inside the flat should be fixed using normal cement/cement mortar. However, for applications like wall cladding, landscaping, swimming pool tiles, etc., an adhesive must be used. Bands of marble or granite less than 6" in width used in kitchen platforms, utility area, etc., must also be fixed using tile adhesive. Generally the thickness of adhesive should be only about ¼". Therefore, the surface on which the tiles or stones is to be fixed must be finished like in two coats of plaster. Tile adhesives are of different types i.e., for floor, walls, interiors, exteriors for tiles, for stones, etc. Some times an admixture is to be added to the tile adhesive.

Laticrete is a company manufacturing several types of grouts, adhesives and water proofing compounds. These chemicals are also manufactured by other companies like Fosroc, Roff, ellandura, Sika, etc., and are available with Anisha Associates, United Engineering and most paint shops.

Our preferred brand is Laticrete. Please ensure that the correct chemical is used for a given application. Please consult the purchase division and Laticrete executives to ensure correct use of the product. Also make a cost Vs. benefit analysis to ensure good performance at reasonable cost.

Ensure that your requisition clearly mentions the type of product, product I.D. and brand. Do not send requisitions simply stating 'Laticrete'.

Sohm Modi.

Internal Memo No. 912/33 – Construction Division

Date: 25.11.2009

To,
Project Managers,

Ensure you obtain a copy of block wise / flat wise/bungalow wise billing details from the billing database once every month.

It will show you the details of bills made for each flat/bungalow/block. Correlate the data from the billing database with actual progress on site and made the required bills.

Several times double billing is happening for the same work done or bill is made in favour of another contractor or the bill is incorrectly made for some other flats/bungalow. The billing database clearly shows such mistakes. Please ensure that before you send bills to the office, you check the data from the billing database.

Soham Modi.

Internal Memo No. 912/34 – Construction Division

Date: 25.11.2009

Several works have been taken up without approved guideline rates, especially non-standard works that are not taken up on a regular basis.

In order to enable Nagalaxmi, Veena and Purchase approve payment / bills for such works an approved guideline rate is required. Enclosed is the form for getting guideline rates to be approved from Soham or Gaurang Mody as and when required. Detail of procedure to be followed is given therein.

Project Managers and Purchase Division is hereby encouraged to take approval for all items where guideline rates do not exist.

Soham Modi.

MODI PROPERTIES & INVESTMENTS PVT. LTD.

GUIDELINES RATES APPROVAL FORM

Contractor	
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	Description	Rate (Rs.)	Units
1.			
2.			
3.			
4.			
5.			
Validity period	This project only / specific job work only / 12 months / all projects.		
Valid upto	3 months / 6 months / 12 months		
Valid for	Site name : _____ / All sites		
Tax	Inclusive of tax / Exclusive of tax / Tax to be paid on VAT bill amount		
Work type	Labour only / Material only / Turn key job with labour & material.		
Payment terms	As per standard policy - other: _____		

Other terms & conditions:

Prepared		Approved by	
Sign		Sign	
Date		Date	

Notes: 1. This form is to be used for labour rates for which there is no guideline rates or the guideline rates have been changed. 2. This form is to be filled in and M.Ds. approval taken during his site visit. 3. Whenever required Gaurang Mody can also approve this form. Once approved the hard copy to be sent to Srinivas Rao, Asst. Manager – Purchase and a soft copy to be sent to Purchase and Aruna. 4. Periodically these rates will be incorporated into the guideline rates whenever required.

Internal Memo No. 912/34/1-Construction Division

Date: 24.12.2009

The finishing near window sill in kitchens / utility and ventilators in bathrooms, where tiles are touching such windows and ventilators is very poor. To correct the situation a ½” by 1” step should be made near the ventilators/windows.

A drawing and photograph of the proposed step is enclosed.

Soham Modi



A new format for outward gate pass is being introduced. Gate passes are being used by purchase division to estimate the value of the material transferred from one site to another. In order to make their job easier an accurate description of material being transferred is required.

Please ensure that the gate pass is neatly filled out as in most cases the writing is barely legible. Material worth tens of thousands of rupees is being transferred.

As a policy the recipient site /company is being charged for the material transferred to them at 100% of material cost for new materials and at 60% of the material cost for use/old material.

Please do not fill in the approximate rate and amount columns. Purchase shall fill in these columns. Purchase is advised to use current rates. Clearly mention the 'purpose' and 'charges'. In case material is procured from another site reimbursement can be made by fresh PO/requisition with a note to deliver the material for reimbursement to that site.

Srinivas Rao – Asst Manager – Purchase Division is well versed with the matter and you may contact for any clarification.

Original gate pass should be made in (1- original white) 2 copies (pink + yellow). White copy should go to the recipient site; pink copy should be send by the site issuing the material to the head office every week. White copy must also be appropriately signed by the recipient site and sent to the head office.

Soham Modi.

OUTWARD - GATE PASS

No.: _____

Date:		Time:			
Company:					
Project/site:					
Destination:					
Outward No.:	Vehicle type	Vehicle No	Owner / Person		
	Material Description	Quantity	Units	Approx. rate	Amount
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
	Total				
Purpose	<input type="checkbox"/> Return to Supplier <input type="checkbox"/> Transfer to other site <input type="checkbox"/> For repair/service <input type="checkbox"/> Transfer to other phase <input type="checkbox"/> On loan to be returned <input type="checkbox"/> Others:				
Charges:	<input type="checkbox"/> No Charge <input type="checkbox"/> Collect Full Value <input type="checkbox"/> Used/Old Material- Collected 60% value <input type="checkbox"/> No charge material shall be reimbursed by fresh PO <input type="checkbox"/> Other:				
Material type	<input type="checkbox"/> Used <input type="checkbox"/> New <input type="checkbox"/> Defective <input type="checkbox"/> Other:				
Remarks:					
Approved by:	Sr. Engg.	Admin In-charge	Security		
Sign:					
Received on	Inward No.	Admin sign:	Security sign.		

Note: 1. In case of long list attach a separate signed list. 2. Approx rate & amount to be filled by purchase. 3. Original (white copy) to be sent with material to recipient site. Recipient must sign it and send it to the HO. 4. Pink copy to be sent to HO – Purchase division. 5. In units enter nos, kgs, sft, rft, etc. 6. Project manager / Sr. Engg and Admin in-charge from the issuing site must sign the gate pass.

Sub. BOQ for Recron consumption

In order to ensure that Recron is used for first coat of plastering at all times, Project Managers and QC shall be required to monitor the consumption of Recron. A thumb rule for consumption of Recron for every 1000 sft of first coat of plastering is 13 packets.

Accordingly, the consumption of Recron per 100 sft of super built-up area (SUBA) in apartments and villas is as follows:

S. No.	Work description	Thumb rule estimate of I coat plastering per 1000 sft of SUBA. In sft	BOQ for Recron In packets
1	Flats internal plastering	3000	39
2	Flats external plastering	1000	13
3	Bungalows internal plastering	3750	49
4	Bungalows external plastering	3250	42

Project Managers are advised to prepare an excel sheet to estimate the consumption of Recron as follows:

		A	B	C	D
S. No.	Flat No./ Villa no.	SUBA	Percentage of I coat internal plastering completed	Percentage of I coat external plastering completed	Total I coat plastering completed in sft
1.					
2.					
3.					
4.					
5.					
	Total:				

In case of Villas: $D = (A \times B \times 3.75 + A \times C \times 3.25)/100$

In case of Flats: $D = (A \times B \times 3 + A \times C \times 1)/100$

Please compare the above estimate with the actual material consumed. Details of recron ordered can be obtained from inward register or purchase division.

QC shall ensure that report of the same is collected from every site for work done upto 2009 end. It should be compared with a similar sheet prepared every quarter (next statement on 1.4.10).

Soham Modi

Internal Memo No. 912/37 – Construction Division

Date: 02.02.2010

Sub.: Guideline rates for works at VSC

Unless otherwise specified, all rates of KNM shall also be applicable to VSC.
Clarifications for other rates if any can be requested for.

Soham Modi.

Sub.: Beading for door frames

Beadings of various shapes and sizes are being used as no specifications or plans for it have been given. Hereafter door beading shall be made as per plans enclosed herein. Beading should be made in Sal wood. Ensure that luppum is applied on the beading and it should be properly sand papered to ensure good quality finish. For external doors wherever specified polish the beading.

Door beading should be fixed on all four sides of the main door wherever the main door has a threshold.

The new design of beading must be used for all projects for the inside doors (exhaust existing stock at site). However, beadings for main doors shall remain unchanged for PMR, GWE flat nos. 1 to 3 and 20 to 29.

Soham Modi.

To,
All Project Managers,

I had sent an email dated 23.12.09 correcting the BOQ for OBD. However, there is a small error in the email. 'SBUA' should read as 'painting area'. Accordingly the corrected note is given below

The BOQ for painting material was issued on product specifications given by the manufacturer. There appears to be error in the BOQ of OBD. Till such time we have the correct details make the following correction for OBD.

1. OBD coverage for I coat – 120 sft
2. OBD coverage for II coat – 180 sft
3. OBD coverage for 2 coats of paint – 72 sft
4. BOQ for 1,000 sft of painting area – 14 kgs
5. 75% of BOQ for 1,000 sft painting area – 10.5 kgs.

Order OBD at the rate of 10.5 kgs per 1,000 sft of painting area for 2 coats of paint.
For one coat of paint order about 7 kgs per 1,000 sft of painting area.

Soham Modi.

Sub.: Miscellaneous – use of bottle traps and laying of vitrified flooring.

I found that at several places water is leaking from waste pipes due to back pressure. Therefore, hereafter CP bottle traps must be used at the time of installing wash basins, sinks, urinals, etc.

Bottle traps must be used for all bungalows in KNM, MNM, SOB III (except bungalows completed from 319 to 343), VSC, MFH (except completed flats), GWE (except completed flats), GMG II and PMR (except completed flats). In KNM, MNM, GMG II, MFH clubhouse, SOB clubhouse, PMR clubhouse retrofit wherever required.

I have observed that labourers are entering flats / villas during or immediately after vitrified tile flooring is laid. It is resulting in a poor quality of finish. Project managers are advised to install the main door (in case of villas the back door too) before taking up the vitrified flooring work. Movement of workers/ labourers must be completely stopped for 48 hours after installation. Wherever available use old doors / locks. Alternately, order few sets of flush doors and locks that can be reused.

QC shall ensure that this is strictly adhered too.

Soham Modi.

Sub.: Recording of attendance

There is a great deal of confusion about marking attendance under the appropriate category. This memo is issued to clarify the said issue. The details attendance value is given in circular 513(a).

1. On a/c. is primarily for labour where guideline are given. Record attendance as on a/c. and periodically raise bills for works done. Review on a/c. paid once in a month in the last week of the month.
2. Mark attendance as departmental where work is taken from a labour for a fixed period of time like 8 or 9 hours a day irrespective of quantum of work done. Limit department payment to Rs. 5,000/- and Rs. 10,000/- per week for villa and apartment projects respectively. In case labour is employed in behalf of an other contractor make a note to debit the amount to that contractor.
3. Mark attendance as job work whenever miscellaneous works are undertaken for which well defined guideline rates have not been given or quantum of work is very small. Here negotiate with contractors in advance for the scope of work on the lumpsum or rate on measured work. Make estimate, if possible, using guideline rates and if justified pay upto 50% extra. Advantages of job work: saves money, lesser supervision required, work happens in time, less material used, contractors also benefits, accounting is simple and no review of accounts is required. Try to limit job work to Rs. 10,000/- / Rs. 15,000/- for villa and apartment project per week.
4. Mark all attendance as Nil/by vendor for all other labourers /workers working on our site. This includes laying, fixing of marble, roof tiles, aluminum windows, water proofing, installation, etc. This helps us estimate of cost of doing work and also helps the vendor in ensuring regular attendance and efficiency of labour.
5. Standard formats in excel have been provided to sites to estimate the rupee value of work done for civil work, painter, plumbers and electricians. Ensure that these formats are upto date and reviewed with the M.D. in the last week of the month at the time of preparation of note on accounts. However, estimate on civil works must be sent every week along with weekly vouchers.

Soham Modi.

Sub.: Requisition for PVC SWR pipes.

Requisitions for PVC SWR pipes and PVC rigid pipes are being made with incorrect nomenclature. As a result there is difficulty in processing the requisition and at times wrong kind of material is reaching the site. A copy of SWR pipes and fittings brochure of Prince brand along with pictures and prices is given herein. Hereafter requisitions should be made using the names given in the brochure.

For rainwater pipes 3" or 4" PVC rigid pipes of pressure 6 kgs per sq cm is recommended as the number of joints in these pipes is lower (one every 20 ft in place of 10 ft). For rainwater pipes within balconies of apartments 3" PVC SWR pipes may be used. Similarly for bungalows 3" or 4" PVC SWR pipes can be used for rainwater lines.

For connecting waste water of sinks and basins to floor trap, use 1 ½" PVC rigid pipe of 6 kgs per sq cm pressure. The pipe must be connected to a floor trap and not to a nahani trap. Use nahani traps only where waste water pipes are not being connected to it. Floor traps and nahani traps should be without jail.

In every bathroom a 4 to 8 ft long 1", 1.5 mm thick electrical pipe must be placed under the brick bat from the farthest nahani /floor trap to the outside of the bathroom. The pipe should have a through and through 5 or 6 mm hole every 6". Project about 6" to 9" of the pipe outside the bathroom. Cut the open end of the pipe at an angle of 45°.

QC shall enforce the above and report any defaults. Purchase to order as per above and exceptions to be brought to M.Ds. notice.

Soham Modi

Internal Memo No. 912/44 – Construction Division

Date: 26.04.2010

To,
Project Managers

Sub.: QC ATR and QC on ATR

Project Managers are required to send ATRs on complaint within 2 weeks of receiving the complaint. With respect to additions and alterations requests approvals can be taken from M.D. during site visit. Send an ATR stating that changes will be made at an appropriate time, the complaint has been noted and that compliant has been filed in the additions and alterations file for the respective flat / bungalow. In case the works cannot be taken up file an ATR stating the same.

QC will submit the report on ATR within 1 week of receiving the ATR. QC may call the customer for appointment and may request their appointment during office hours only. In case of non cooperation by the customer file a report stating the same.

Soham Modi,

The shape, size and diagonal of the window must be checked by QC after plastering using a template. The check should be done from the exterior side of the window where the aluminum window is to be fitted. The design for making the template is enclosed herein. Do not use the template to check the inside of window.

Project managers/engineers are advised to check the window size after first coat of plastering so that corrections can be made easily.

For the inside of the window, the plastering should be in level with the Z angle template. In case of corrections use a grinding machine for leveling.

QC to mark negatively in their reports in case of construction defect both on the inside and outside of the window.

Soham Modi.

Internal Memo No. 912/46 – Construction Division

Date: 09.10.2010

Standard sizes of SS name plates of various sizes to be strictly enforced at all sites is given below:

Villa number: 4" x 4"

Name of owners on villa: 12" x 3"

Name of villa (at additional cost): 12" x 3"

Parking no.: 4"x 2"

Clubhouse, toilets & other name plates: 9"x 2"

Clubhouse timing, swimming pool timing: 12" x12".

Purchase is advised to increase or decrease the size of font to accommodate the name. also try to use a standard type of font (suggested font – Times New Roman). The thickness of plate should be 1 mm.

Soham Modi.

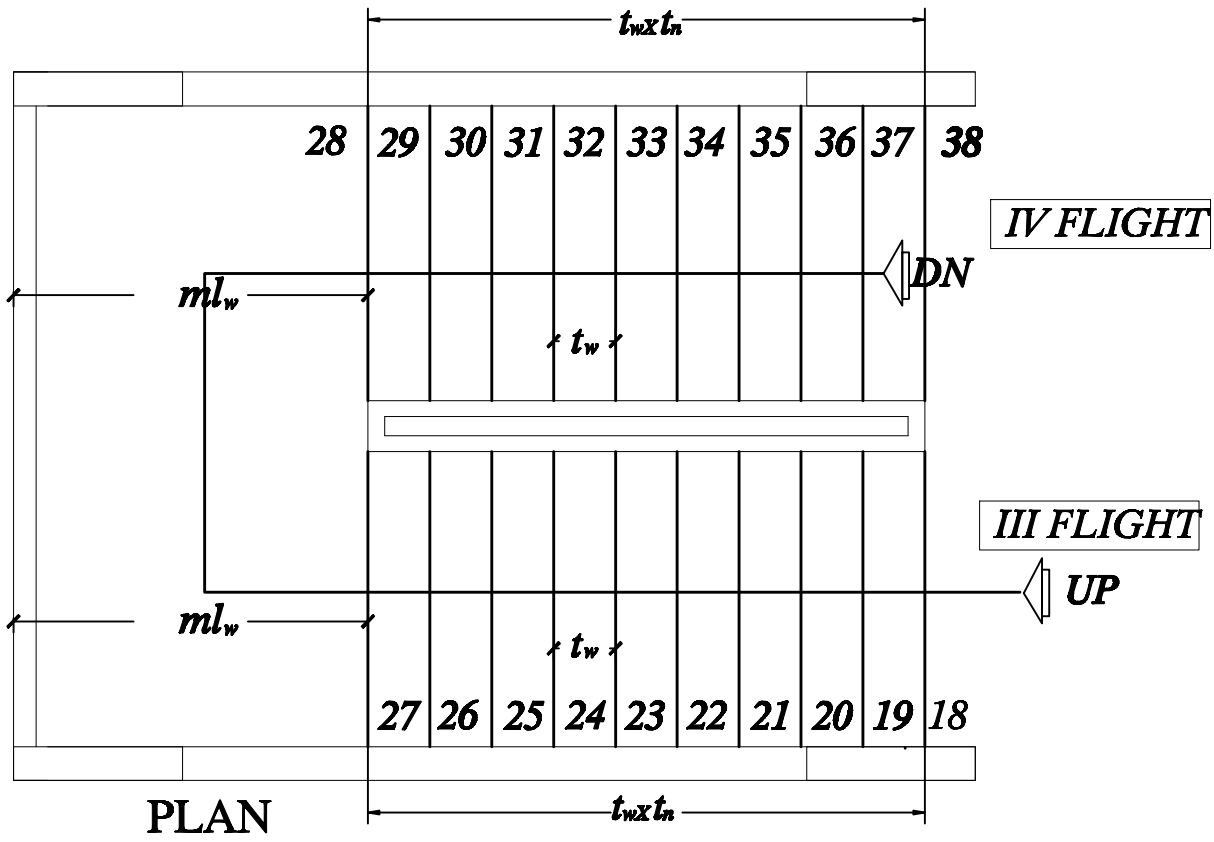
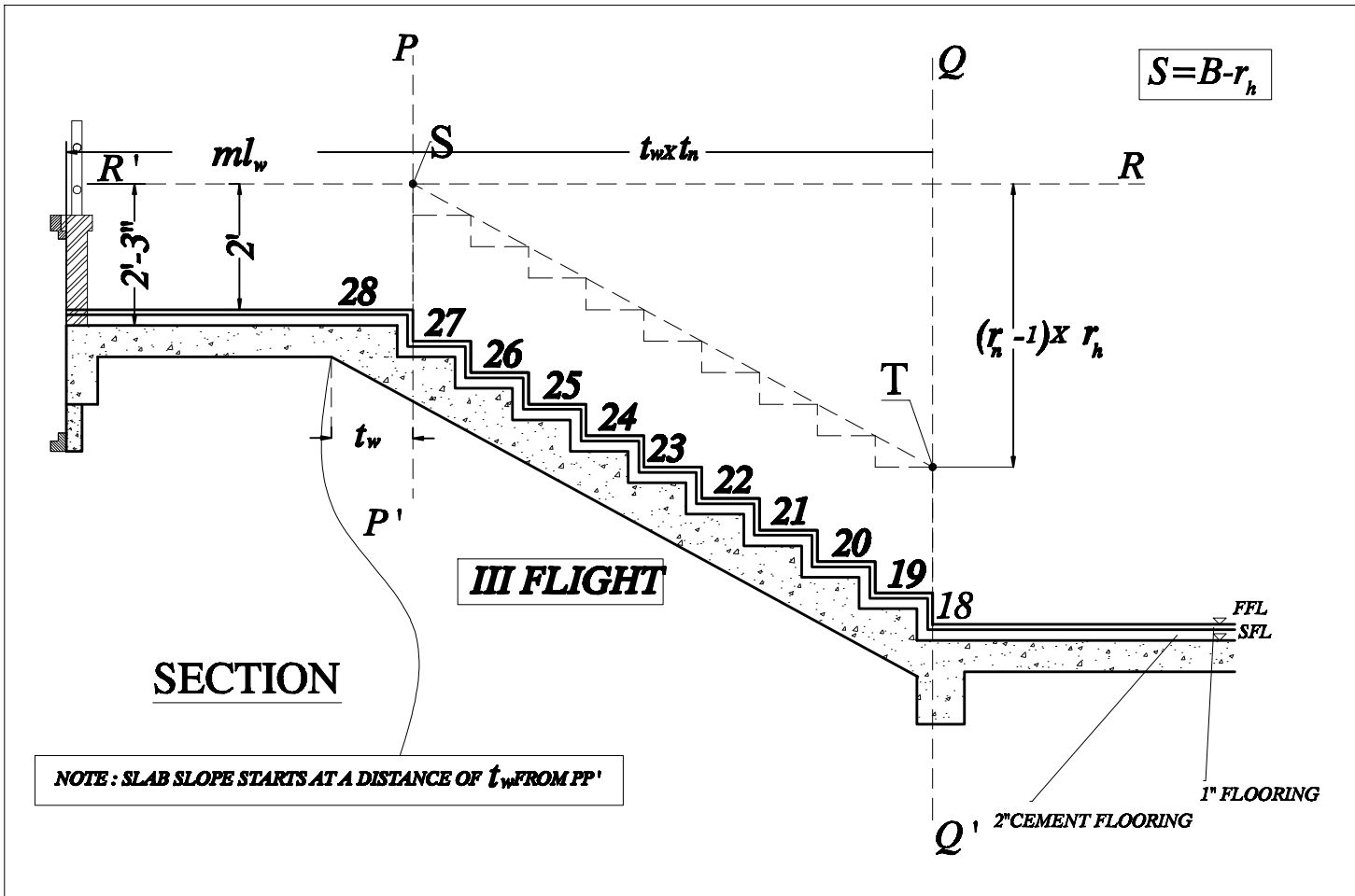
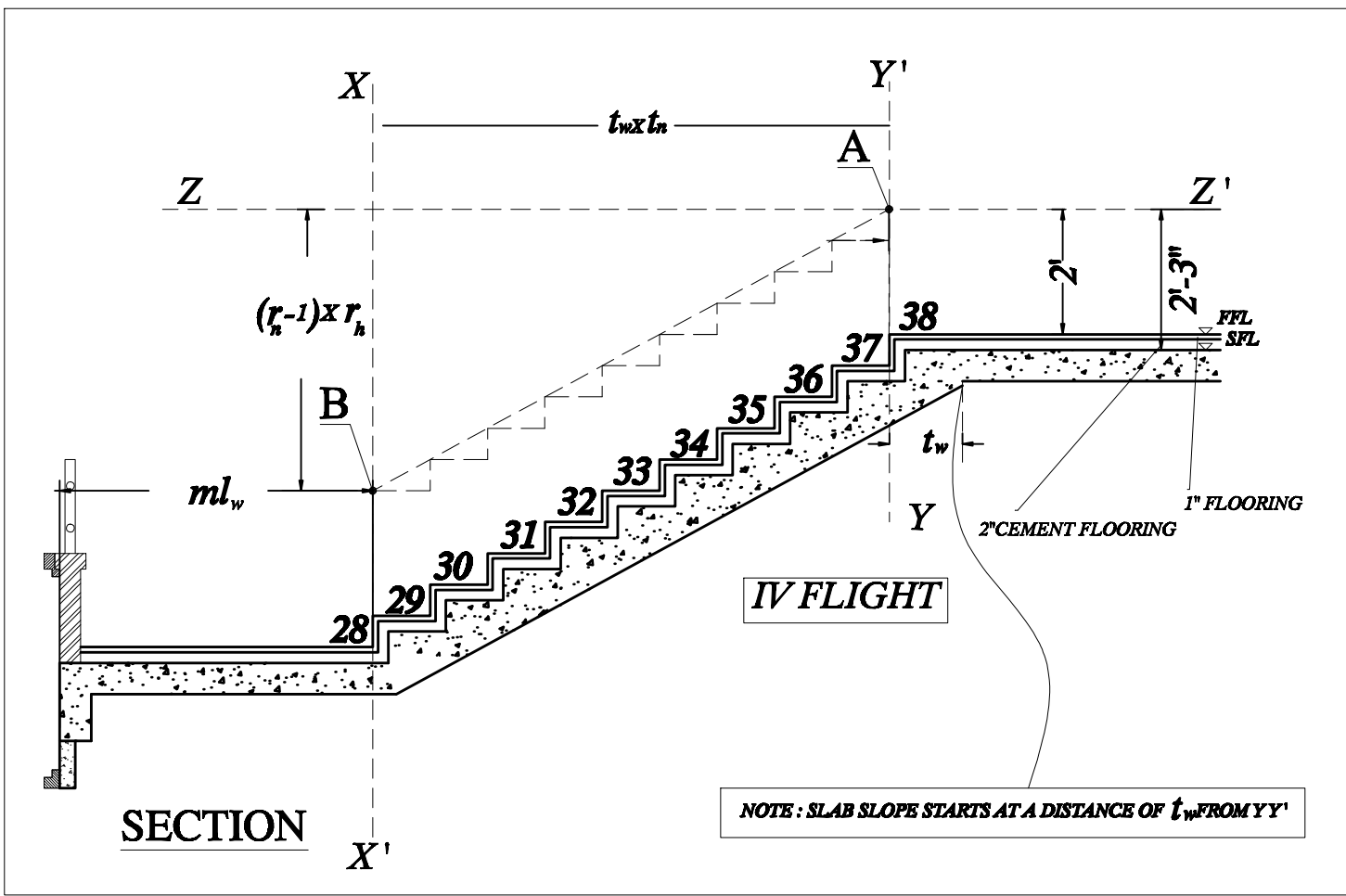
Sub.:– Use SS screws in place of sheet metal screws.

Standards for use of fasteners have been specified in circular no. 561(b). Therein sheet metal screws for use in electrical work and grill fixing have been specified. The quality of sheet metal screws available in the market is poor. Therefore, project managers are advised to use SS screws of the same size/type in place of sheet metal screws.

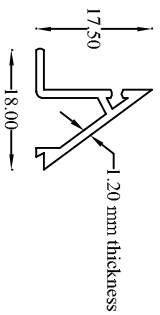
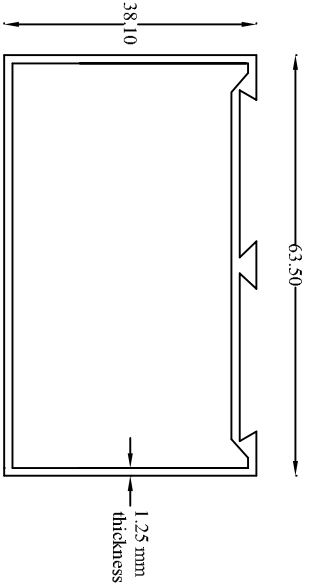
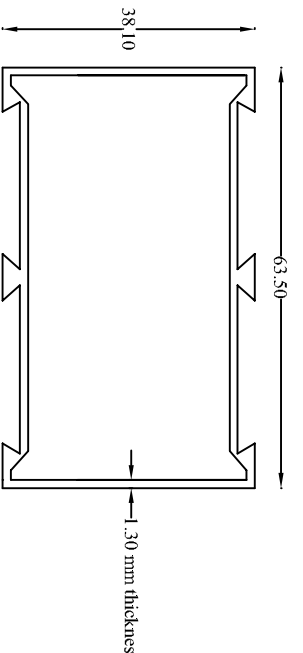
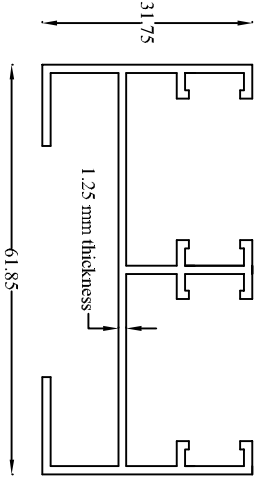
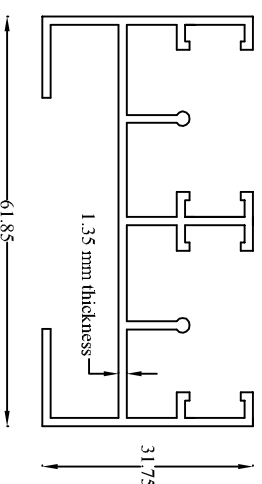
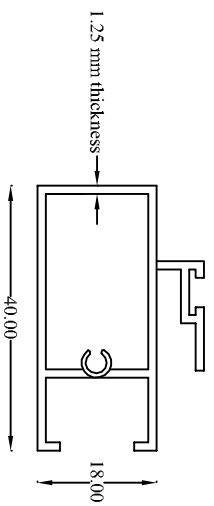
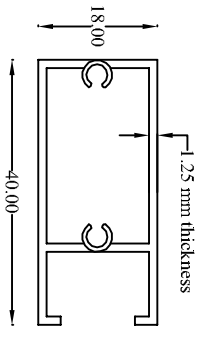
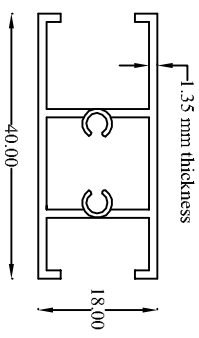
Exhaust the existing stock before ordering SS screws. Purchase has been advised to order SS screws in place of sheet metal screws by making a correction in the requisition. Order limited quantity of SS screws as they are about 4 times more expensive.

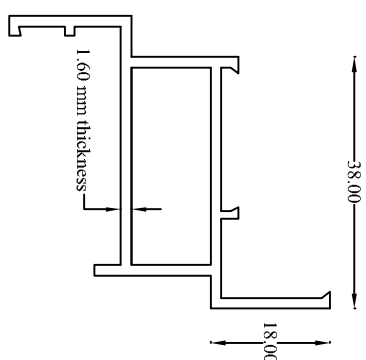
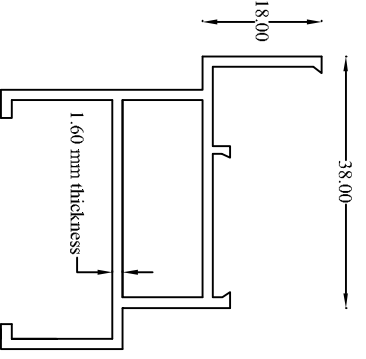
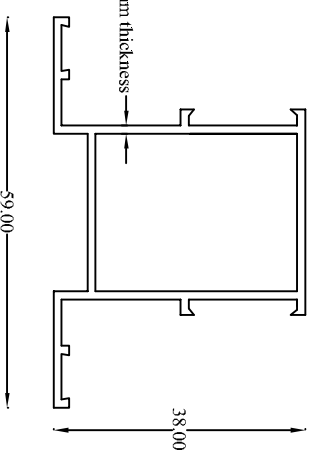
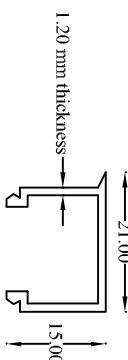
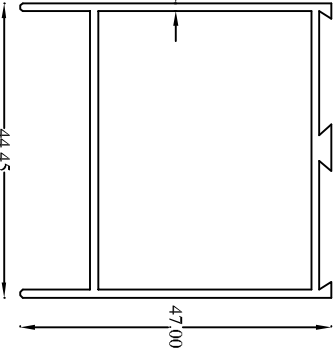
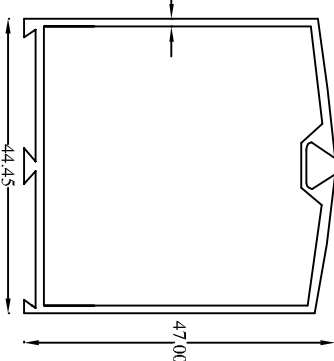
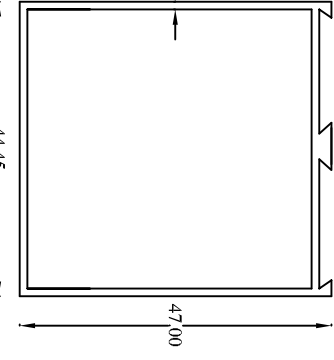
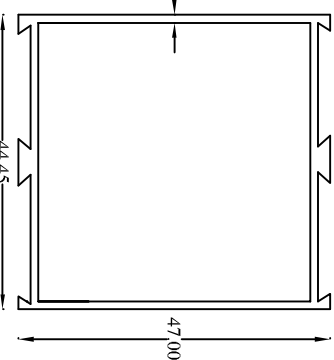
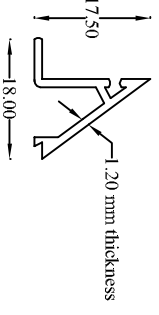
Draft circulars for fabrication of aluminium windows is specified in circular nos. 565(a) & 565(b). Here too SS screws must be used in place of sheet metal screws. Ensure that it is enforced immediately. SS screws are the standard for fabrication and has been verified from several reputed contractors.

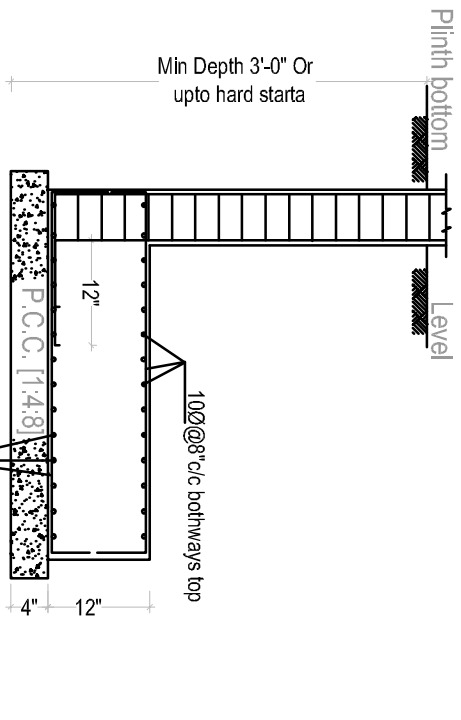
Soham Modi



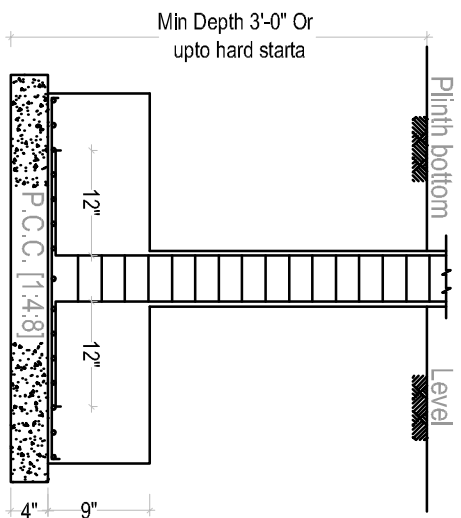
Description STAIR CASE MARKING PLAN	Direction	Owners & Developers :	Date :	30.07.2008	Promoted by
		Project Name & Phase :	Prepared By :	M.Naveen	Modi Properties & Investments Pvt. Ltd.
			Approved By :	Soham Modi	Phone:+91-40-66335551
			Scale :	N.T.S	

<p>Profile - 1</p>  <p>Weight = 0.90 gms / mtr</p>	<p>Profile - 2</p>  <p>Weight = 0.737 gms / mtr</p>	<p>Profile - 3</p>  <p>Weight = 0.819 gms / mtr</p>	
<p>Profile - 4</p>  <p>Weight = 0.628 gms / mtr</p>	<p>Profile - 5</p>  <p>Weight = 0.765 gms / mtr</p>	<p>Profile - 6</p>  <p>Weight = 0.491 gms / mtr</p>	
<p>Profile - 7</p>  <p>Weight = 0.437 gms / mtr</p>	<p>Profile - 8</p>  <p>Weight = 0.464 gms / mtr</p>		
<p>Description</p> <p>Details for fabrication of Aluminium sliding windows</p> <p>Circular. No. 565 (a)</p>			<p>Owners & Developers :</p> <p>Date : 07.08.10</p> <p>Prepared By : M.Nagalaxmi</p> <p>Approved By : Soham Modi</p> <p>Scale : N.T.S</p> <p>Promoted by</p> <p>Modi Properties & Investments Pvt. Ltd.</p> <p>Phone: +91 -40-66335551</p>

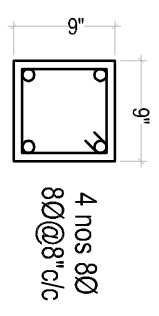
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<p>Profile - 4</p>  <p>Weight = 0.177 gms / mtr</p>	<p>Profile - 5</p>  <p>Weight = 0.628 gms / mtr</p>	<p>Profile - 6</p>  <p>Weight = 0.819 gms / mtr</p>	
<p>Profile - 7</p>  <p>Weight = 0.628 gms / mtr</p>	<p>Profile - 8</p>  <p>Weight = 0.683 gms / mtr</p>	<p>Profile - 9</p>  <p>Weight = 0.90 gms / mtr</p>	
<p>Description</p> <p>Details for fabrication of Aluminium openable doors and windows</p>			<p>Owners & Developers :</p> <p>Date : 23.08.10</p> <p>Prepared By : M.Nagalaxmi</p> <p>Project Name & Phase : Soham Modi</p> <p>Approved By : Soham Modi</p> <p>Scale : N.T.S</p> <p>Promoted by Modi Properties & Investments Pvt. Ltd. Phone: +91-40-66335551</p>



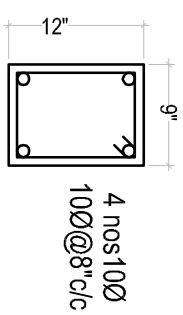
FOOTING



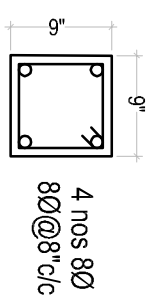
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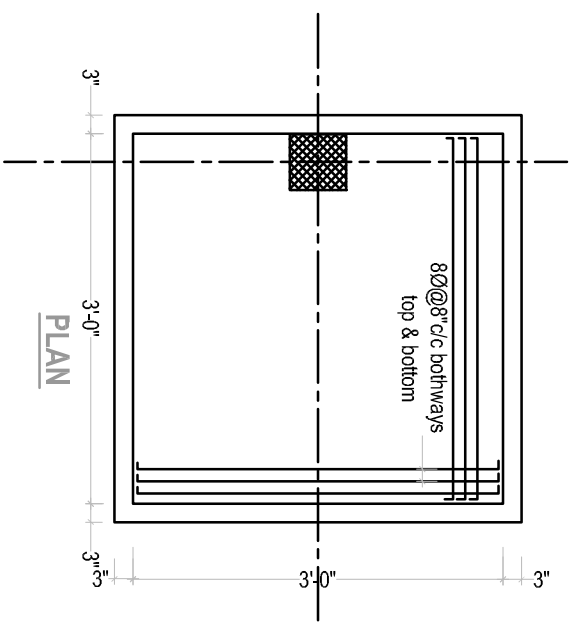
column sec : 9"x9"



**plinth beam sec : 9"x12"
for 12 to 15 feet span**

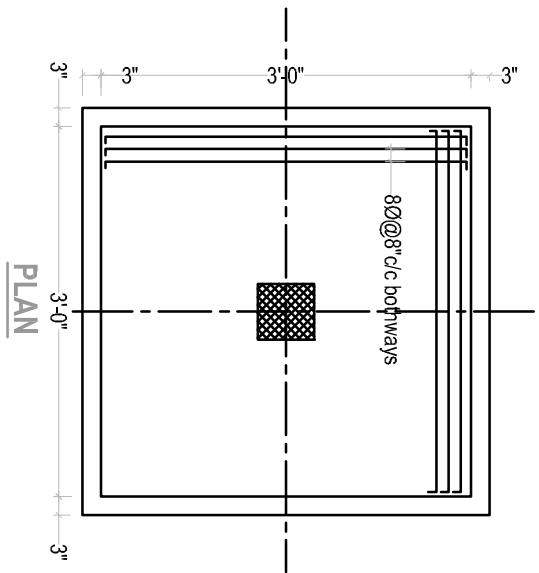


**plinth beam sec : 9"x9"
for (up to 12 feet span)**





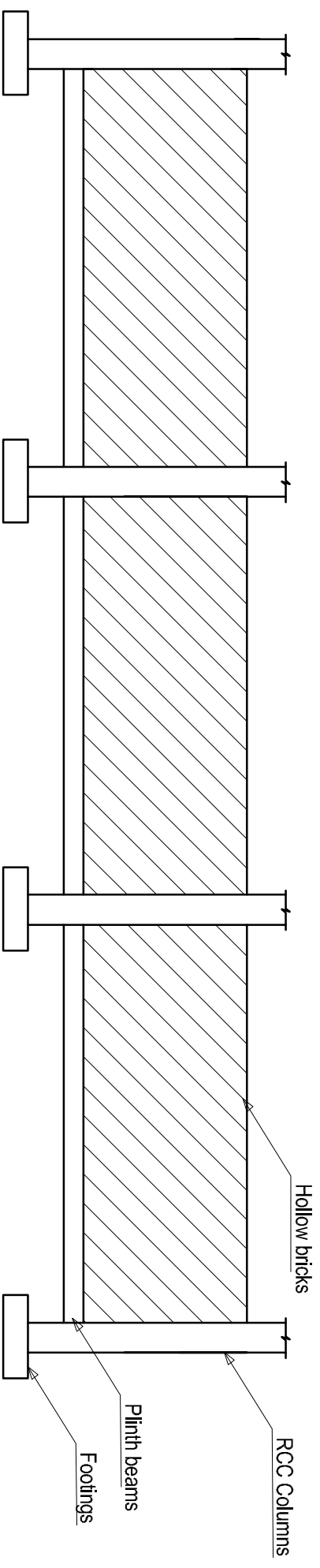
PLAN

SHOE FOOTING

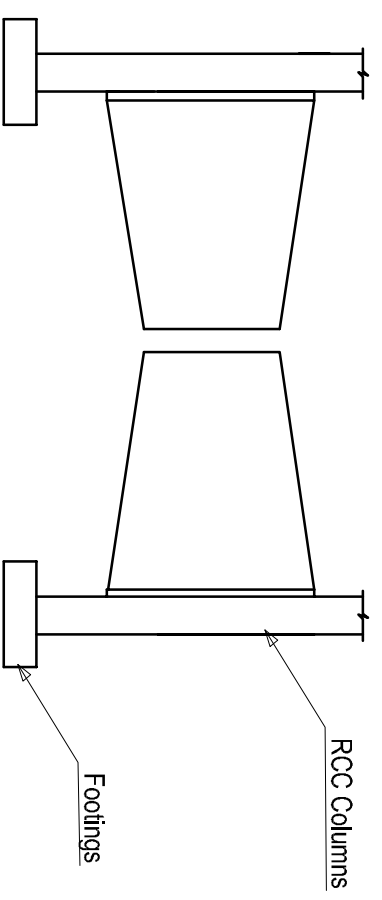


PLAN

Description		Direction		Date :		03.02.10		 MODI PROPERTIES		Promoted by	
COMPOUND WALL COLUMN AND FOOTING DESIGN		N		Approved By :		Soham Modi				Modi Properties & Investments Pvt. Ltd.	
				Prepared By :		M.Nagalaxmi				Phone: +91 -40-66335551	
				Scale :		N.T.S					

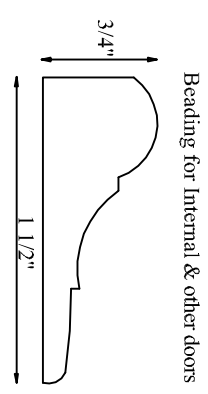
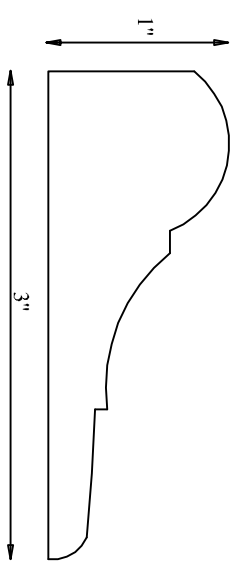
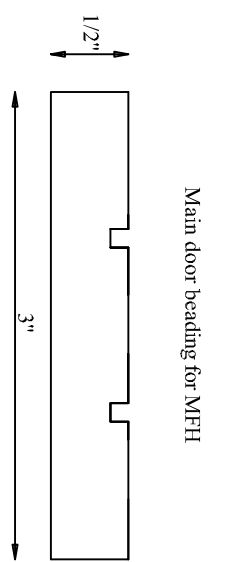
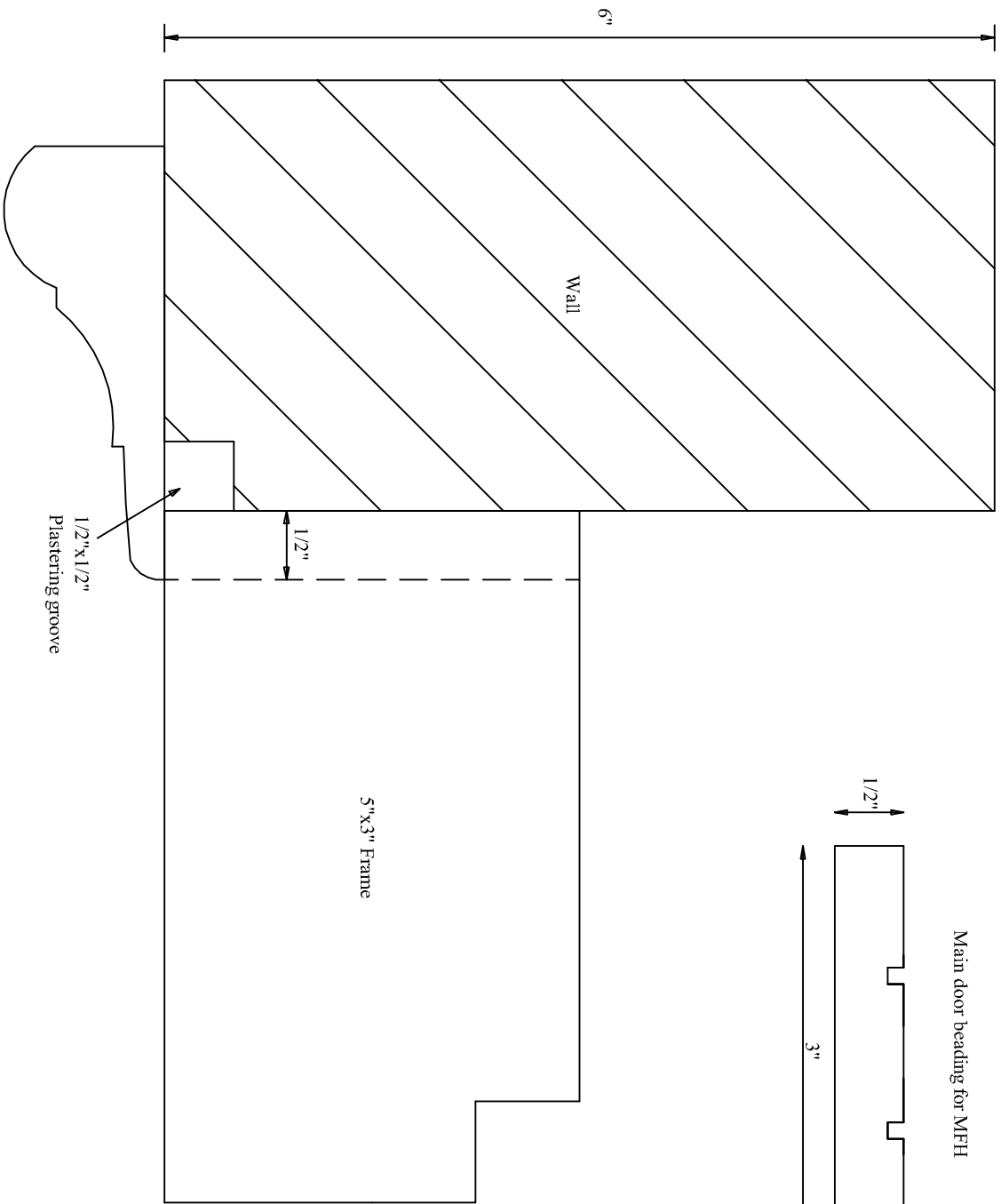




COMPOUND WALL

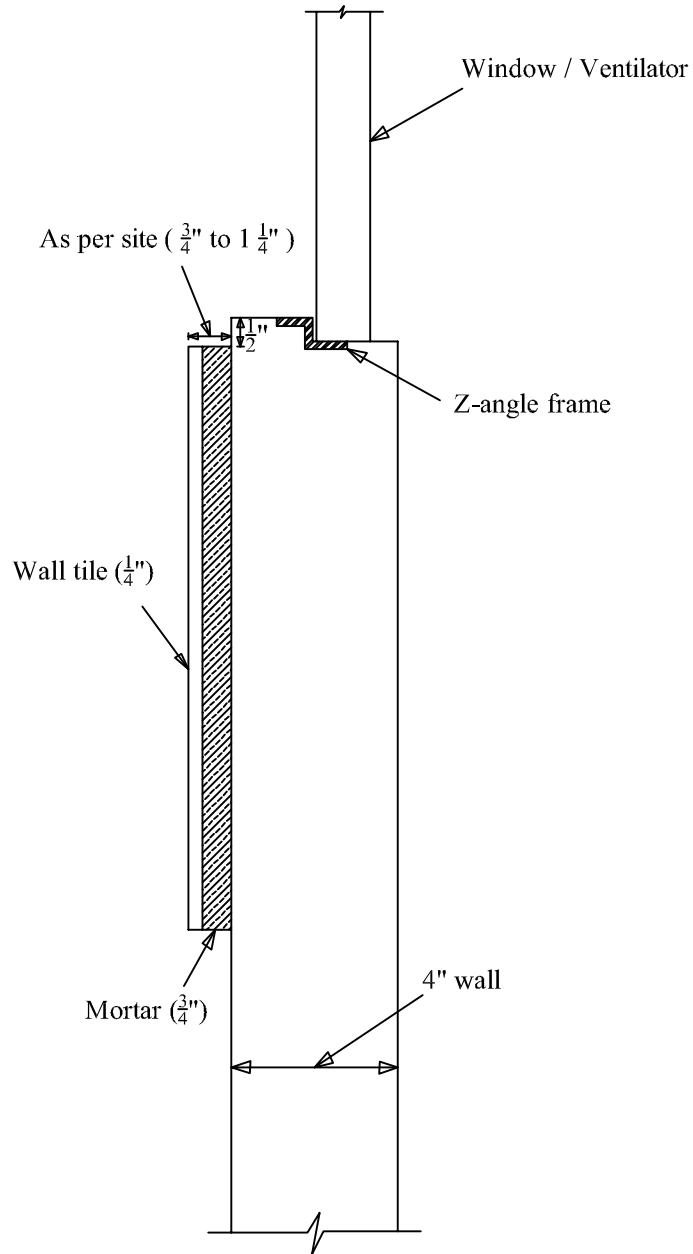


GATE

Description		Direction		Date :				Promoted by	
COMPOUND WALL AND GATE DESIGN		N		03.02.10		MODI PROPERTIES		Modi Properties & Investments Pvt. Ltd.	
				Approved By : Soham Modi				Investments Pvt. Ltd.	
				Prepared By : M.Nagalaxmi				Phone: +91 -40-66335551	
				Scale : N.T.S					



Description		Direction		Date :	24.02.10	 MODI PROPERTIES	Promoted by Modi Properties & Investments Pvt. Ltd. Phone: +91 -40-66335551
DESIGN OF DOOR BEADING		N		Approved By :	Soham Modi		
				Prepared By :	M.Nagalaxmi		
				Scale :	N.T.S		



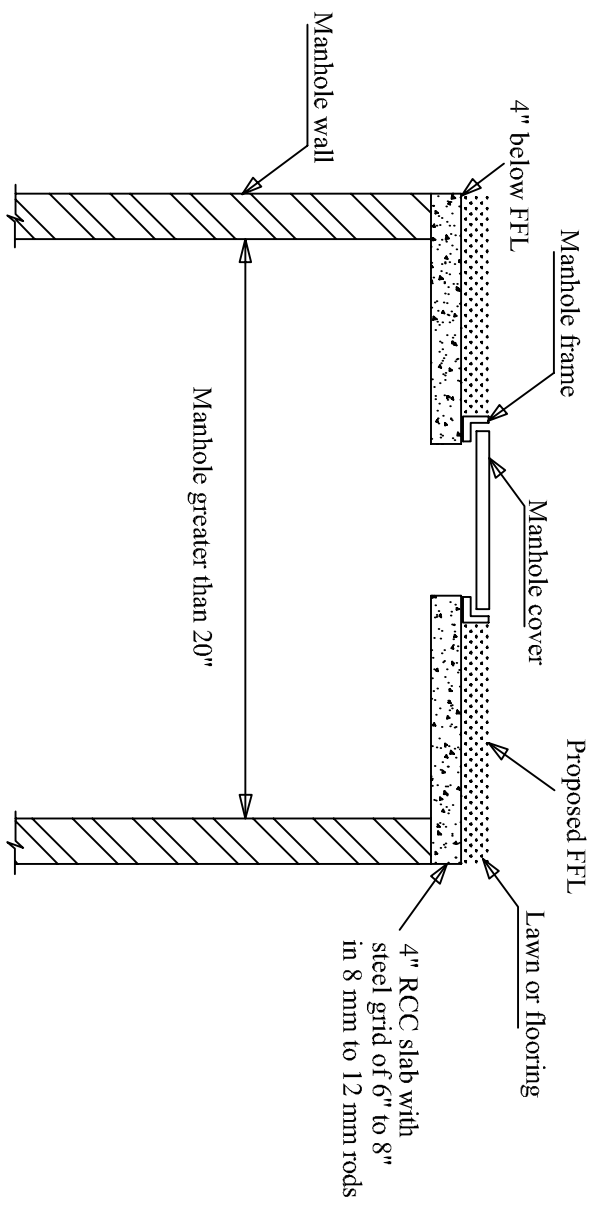
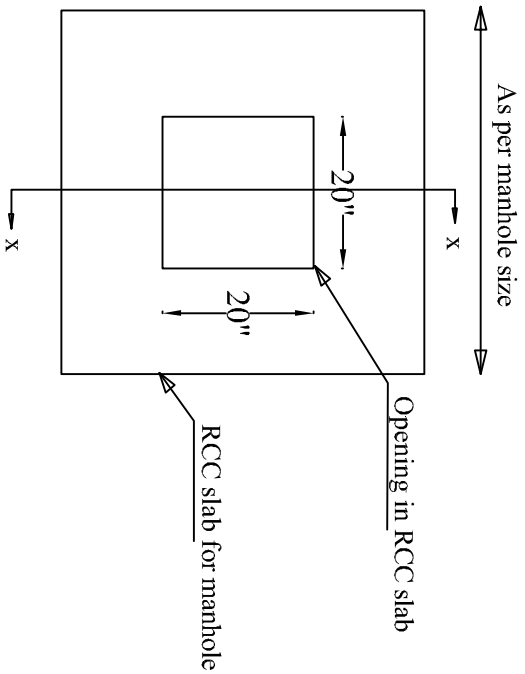
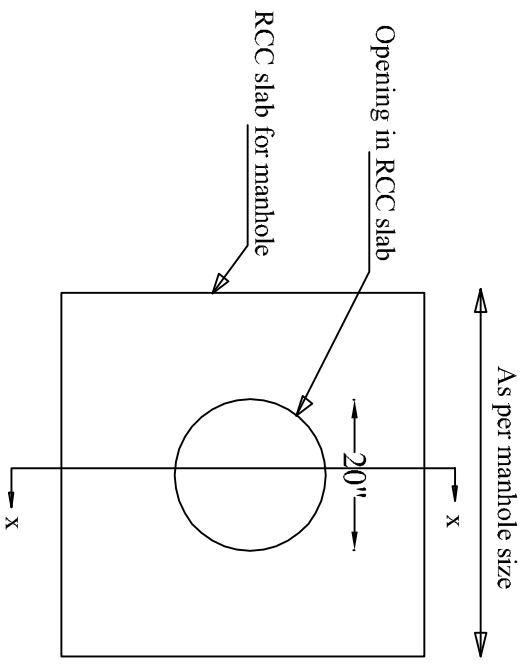
FINISHING OF TILES NEAR WINDOW AND VENTILATOR



SCALE	: NTS
DATE	: 21.12.09
REV	:
CHECKED BY:	Soham Modi
DEALT BY	: M.Nagalaxmi

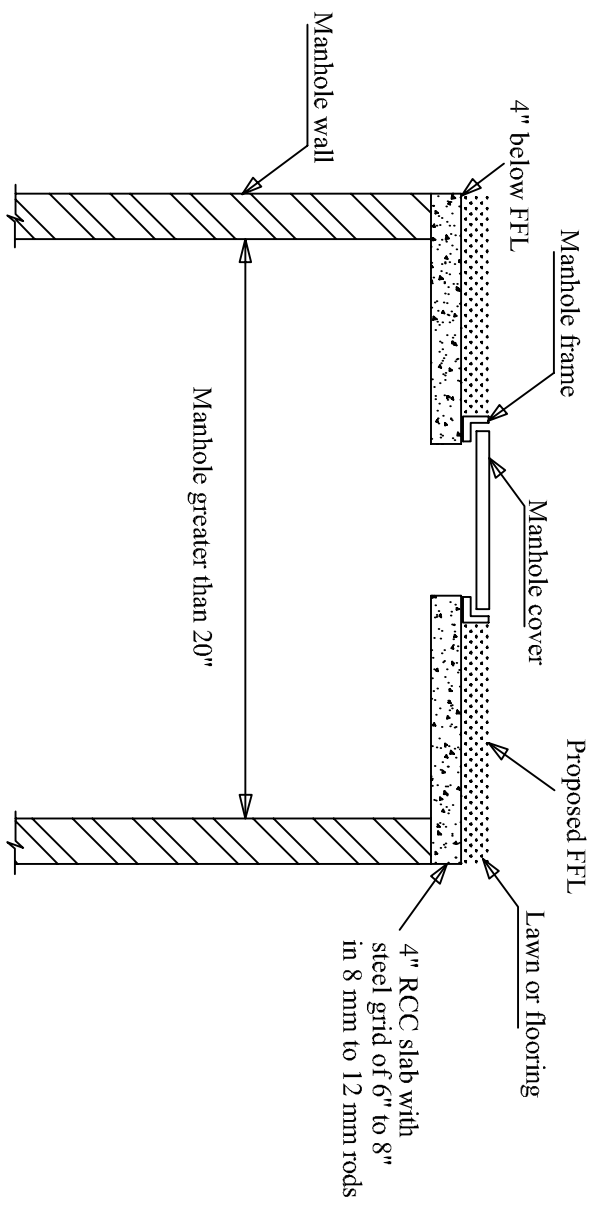
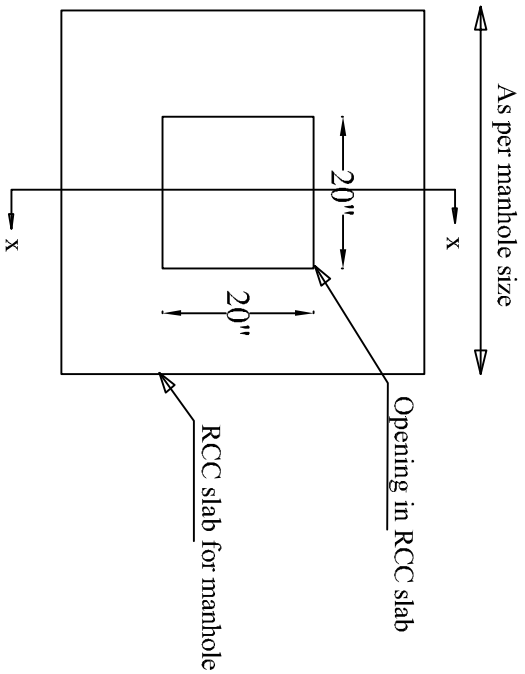
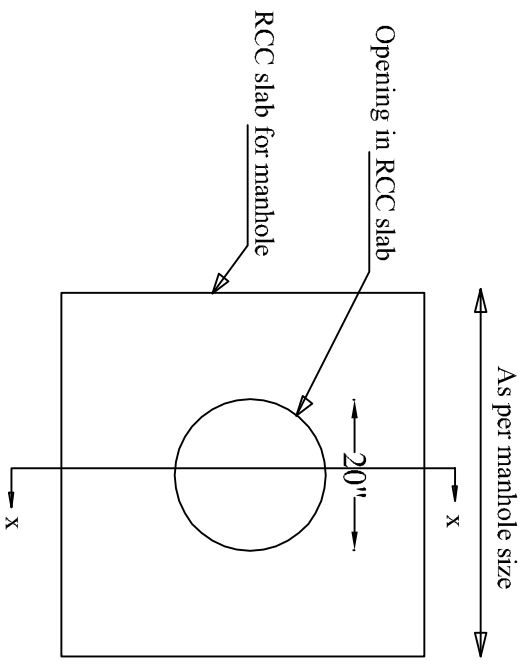


Modi Properties & Investments pvt. ltd.
 4-5-187/3&4, IInd floor,
 M.G.Road, Sec-bad-500 003.
 Ph-66335551.



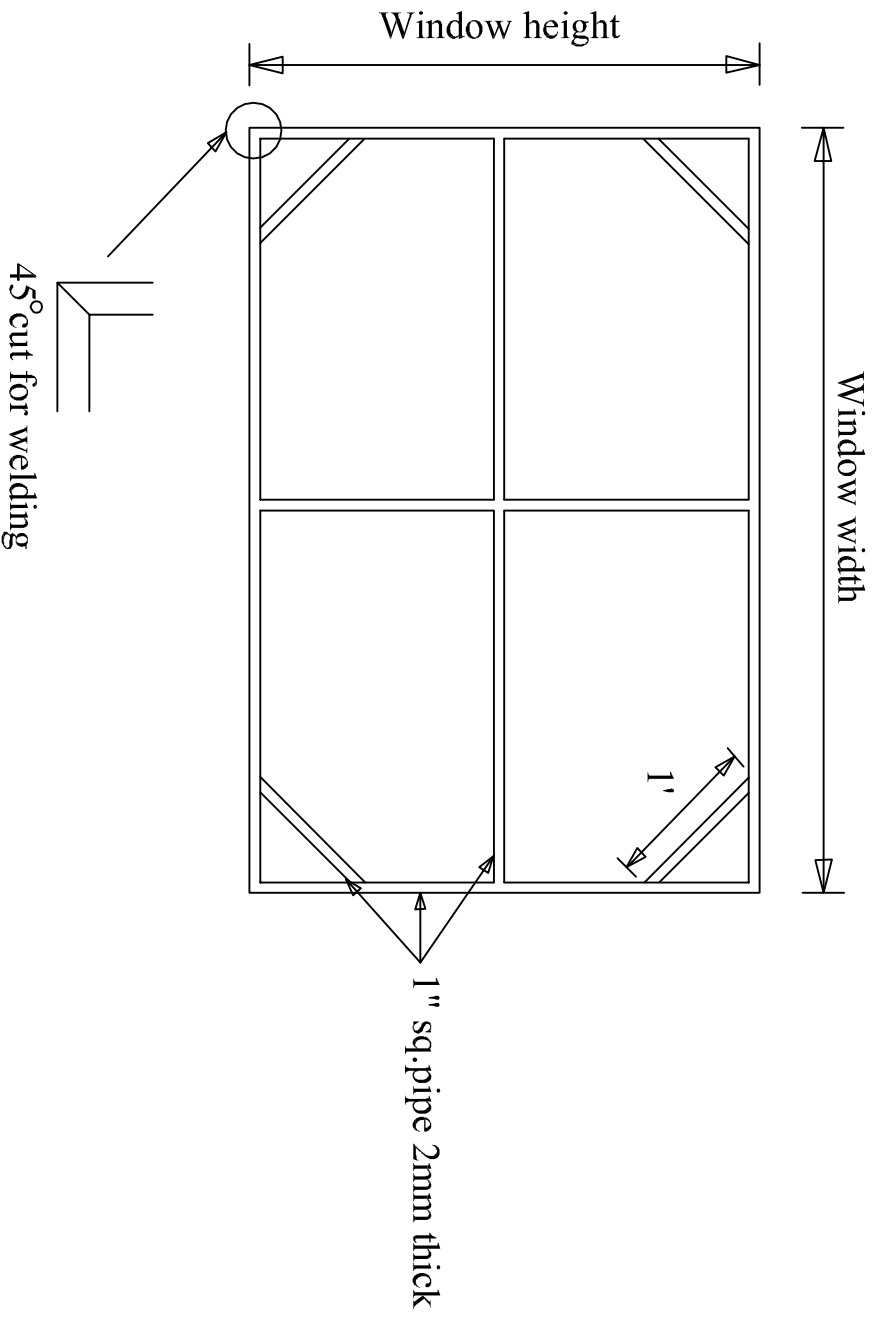
Section showing manhole and frame placed on RCC cover


Description		Direction		Date :		 MODI PROPERTIES	Promoted by Modi Properties & Investments Pvt. Ltd. Phone: +91-40-66335551
RCC MANHOLE PLACEMENT DESIGN		N		03.02.10			
				Approved By : Soham Modi Prepared By : M.Nagalaxmi Scale : N.T.S			



Section showing manhole and frame placed on RCC cover

Description		Direction		Date :		 MODI PROPERTIES	Promoted by Modi Properties & Investments Pvt. Ltd. Phone: +91-40-66335551
RCC MANHOLE PLACEMENT DESIGN		N		03.02.10			
				Approved By : Soham Modi Prepared By : M.Nagalaxmi Scale : N.T.S			



Description		Direction		Owners & Developers :		Date :		Promoted by	
DESIGN OF TEMPLATE FOR WINDOW CHECK		N 		Project Name & Phase :		Approved By :		Soham Modi	
						Prepared By :		M.Nagalaxmi	
				Scale :		N.T.S		Modi Properties & Investments Pvt. Ltd. Phone:+91-40-66335551	