

PHOENIX SOFTWARE LIMITED

Administrative Office:

4/1, Red Cross Place, Kolkata – 700 001

Phone: 2248-5901/8883/4108, Fax: 2248-7843

January 13, 2005

M/s Agrawal & Agrawal
96, Beltolla Road, 1st Floor
Kolkata – 700 026

Sub: Appointment of Architect for 'TECHNOPOLIS' at
Plot –BP IV, Sector – V, Salt Lake, Kolkata

Dear Sirs,

With reference to your offer dated January 7th, 2005 and subsequent discussion thereon we are pleased to appoint you as Architect for our project 'TECHNOPOLIS' (IT- Park) at Salt Lake, Kolkata.

The scope of work and other terms and conditions are as mentioned below:

I. SCOPE OF WORK

1. Finalisation of design for our approval
2. Preparation of Corporation Drawings and assisting in getting approval from the statutory bodies
3. Preparation of necessary Presentation Drawings
4. Preparation of architectural working drawings. Structural Drawings shall be prepared by the Structural Engineers
5. Preparation of elevations and necessary exterior details
6. Preparation of ground floor service layout
7. Preparation of Electrical, Layout, Sanitary & Plumbing Drawings in association with Electrical and Sanitary Consultants.

8. Helping in appointing Surveyors, Contractors and other Consultants and Agencies required.
9. Periodical supervision of the site to inspect the architectural part of the construction. At least one hour regular supervision is required to be provided for better communication and coordination. He should attend the site weekly meetings and other meetings as required and shall be responsible for appraising the site situation to the architect and other involved consultants.
10. To provide bill of quantities of structural and architectural drawings and specification of all the materials to be used in the building.
11. To coordinate with structural, fire, air-condition, electrical, lift, lightings, facades and GREEN consultants as the case may be.

II REMUNERATION

- Professional fees shall be paid @ _____ per sq.ft. of the Builtup area (Covered area) excluding unusable projections like chajja etc
- The rate does not include the charges for other consultants, structural, services, GREEN etc.

➤ Reimbursement Expenses

The following charges shall be reimbursed at actuals:

- Charges of model making and presentation work by professional artist or CAD experts for computer generated three dimensional images
- Charges of the person handling corporation sanction works.
- Service tax as applicable at the time of billing

III MODE OF PAYMENT

- | | | |
|----|---|------------------------|
| 1. | Upto the approval of the sketch design | 15 % of the total fees |
| 2. | On preparation and submission of the Municipal drawings | 5 %do..... |
| 3. | On preparation of basic work drgs/
Completion of the foundation construction | 20 %do..... |
| 4. | On progress of superstructure | 40 %do..... |

- | | | |
|----|-----------------------------|--------------------------------|
| 5. | during the finishing period | 15 %do..... |
| 6. | After obtaining NOC/CC | <u>5 %do</u> |
| | | 100 % of the total fees |

IV OTHER TERMS AND CONDITIONS

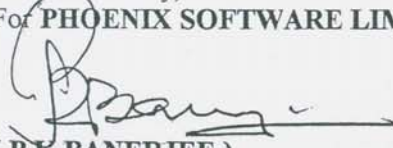
1. All drawings shall be issued in 5 copies other than assignment drawing issued to other Consultants.
2. Architect has to assist in inspection and procurement of the material, especially finishing items.
3. Architect shall issue Area Certificate, required for buyers.
4. Structural/electrical, air-conditioning, BMS, sanitary-plumbing and GREEN or any other consultant shall be appointment in consultation with you as the principal architect and the coordination, issue of assignment drawing, checking and issue of the drawings for constructions to site shall be the responsibility of the Principal Architect.
5. To prepare As-built drawing for submission for CC
6. For any additional scope of work or involvement, the rate and time shall be decided mutually.
7. Incase of termination of the services from either side due to any reasons whatsoever, chargeable fees shall be calculated as per the mode of payment mentioned above.

Kindly note, Time is the Essence of this Project and hence requested to keep a closed track with the overall progress so that the job is completed on time.

You are requested to kindly sign the duplicate copy of this letter as a token of your acceptance.

Thanking you,

Yours faithfully,
For **PHOENIX SOFTWARE LIMITED**


(**P K BANERJEE**)
Director