



Tel.: 022-27546711

# OMKAR CO-OPERATIVE HOUSING SOCIETY

REGL. NO. BOM / CIDCO / HSG / OH / 481 / JTR 96-97

Plot No.9, Sector - 22, Koparkhairane, Navi Mumbai - 400709.

To,

Date : 10/10/2025

The RBS and Associates ,

C-2, New Bombay Ex-servicemen Complex, Sector-2

Nerul (W), Navi Mumbai - 400706.

## Subject: Work Order for Lease Deed & Terms of Execution

Respected Sir,

We have received your quotation dated 15th July 2025, and as discussed and approved in AGM held on 28-9-2025 and finalized during our General Meeting held on 05th October 2025. Your quotation has been approved by all members of the committee for execution of lease deed documentation.

The total number of members in our society is 74, and we are hereby submitting 74 member files for further necessary action.

As per our mutual discussion, please note the following terms:

1. An advance cheque of ₹15,000/- (Rupees Fifteen Thousand Only) will be released to you along with all the member files and required suggested documents.
2. You are expected to complete the entire process of lease deed documentation and file submission to CIDCO within three months from the date of receipt of the cheque and documents.
3. In case of failure to complete the said work within the specified three-month period without valid reason or force majeure, a penalty of 10% of the total amount will be levied as a penalty. With a grace period of 15 days is permissible. We hope, you will finish the work in stipulated period.
4. The Society reserves the right to review and terminate the services in case of non-performance or continued delay, and recover penalties as deemed appropriate.
5. The payment schedule as per attached list.

We request you to acknowledge the above terms and proceed with the required work accordingly.

Thanking you,

For OMKAR CO-OP HSG. SOC. LTD.  
Yours faithfully,

For OMKAR CO-OP HSG. SOC. LTD.





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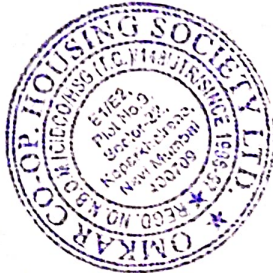
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## Payment Schedule

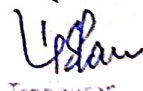
<u>Sr. No.</u>	<u>Particulars</u>	<u>Amount (Rs.)</u>
1	At the time of Work order	15000
2	At the time of starting work of CIDCO Survey	50000
3	At the time of "Lease Deed" Document Execution CIDCO Officer, Staff and CIDCO Fees	150000
4	At the time of "Lease Deed" Registration Work Registrar Officer and Other Expenses	85000
5	Final payment of Professional Charges	33000
	Total	333000



For OMKAR CO-OP. HSG. SOC. LTD.

Yours faithfully,  
  
President

  
Secretary

  
Treasurer

For OMKAR CO-OP. HSG. SOC. LTD