

Ferrous Infrastructure Private Limited (In CIRP)

CIN: U45201DL2006PTC145748

Regd. Office: B-22, Lower Ground Floor Jangpura Extension, South Delhi, Delhi-110014

SCOPE OF WORK FOR PROJECT MANAGEMENT CONSULTANCY SERVICES AT FERROUS CITI, SECTOR 19, DHARUHERA, REWARI, HARYANA

- 1 Preparation of documentation, getting project NOC and revalidation of project licenses or any other approvals from the DTCP or any other concerned Government authorities so that the Project work can be started, progressed, and successfully completed including grant of completion certificate or part/full and/or provisional/final Occupation Certificate: -
 - a. Revalidation of Project License;
 - b. Revalidation of Building Plans including Structural Designs/Drawings and MEP Designs/Drawings;
 - c. Revalidation of Environmental Clearance.
 - d. Revalidation of Consent to Establish.
 - e. Revised Fire Approval.
 - f. Revised Airport Authority NOC.
 - g. Submission of Service Estimates.
 - h. Various construction stage approvals/permissions like mining, STP water for construction, water for drinking, installation of RMC plant at the site, labour registration(s), service connections, etc.
 - i. Liaisoning with the DTCP or any other concerned authorities to get the incomplete work executed including approaching the road (excluding obtaining land for the road) to the Project.
- 2 Groundwork, liaison, and obtaining various approvals/registrations/permissions like, revalidation of Project license, transfer of License, building plans, environmental clearance, consent of establishment, HRERA registration, mining, labour registrations, service connections, etc.
- 3 Structural Audit and Structural retrofitting: - appointment of structural audit consultant out of Government empanelled agencies, co-ordination with them and facilitating their work at the site, scrutinizing structural audit, preparation of documentation for structural retrofitting, inviting tenders for the retrofitting work from reputed agencies, inspection/checking of their work, obtaining certification from retrofitting agencies, getting the retrofitted work verified from Government agencies and certification thereof;
- 4 Assisting RP in respect of various compliances in respect of HRERA, Environmental Clearance, etc.
- 5 Finalization of the left-over work BOQ with specifications, measurements with variations max up to 5% plus or minus;

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- 6 Preparation of tender documents, shortlisting/identification of suitable & capable contractors, assisting RP in the invitation of tenders, assisting RP in receipt, documentation, and processing of tenders;
- 7 Assisting RP in the drafting of LOI/Award letter and drawing up the contract document;
- 8 Assisting RP in setting up of Project Monitoring system, Project Accounting system, Project Billing and payment system;
- 9 Project Management: -
 - a) Overseeing the performance of architects/Consultants concerning accuracy, quality of work, conformance to bylaws, etc., release of GFC drawings through the Architect/Consultants, etc.
 - b) Finalising work schedules submitted by the contractor, monitoring the progress, verifying the delays by the contractor(s), and recording.
 - c) Checking the work done at the site in respect of conformance to drawings, quality, maintenance of records, etc.
 - d) Checking the measurements, RA and Final bills, Extra/Deviation statement submitted by the Contractor (s), processing the same, and forwarding to RP with recommendations of payment/rejection, etc., as the case may be.
 - e) Checking and verifying the storage, usage, and wastages, if any, of the materials issued by RP.
 - f) Quality checks, non-conformances, and rectification verification and recording.
 - g) Providing periodical project reports
 - h) Assisting RP in finalizing the Budget, presenting base costs and potential upgrades for the entire Project at one time to facilitate decisions regarding the final Budget, and assisting the RP in imposing cost discipline in the development and construction of the Project.
 - i) Procurement of materials: - Preparation of Quotations, invitation of quotations, processing, award of PO(s), monitoring receipt of materials at the site, checking the quality of received materials, issue of materials to the contractor(s), maintenance of purchase records, and reconciliation thereof.
 - j) Checking and verifying various compliances like PF, ESI, labour regulations, etc.
 - k) Completion of work: - Co-ordinating with Architect/Consultants in respect of recording the completion of work w.r.t drawings, detailed inspection of work/work records to verify compliance with contract provisions, recording various deficiencies, verifying compliances of all types on NCR, checking and verifying finally submitted compliance in respect of labour regulations, ESI, PF, etc.
 - l) Coordination with Contractor(s) for submission of “AS BUILT” drawings and coordination with Architects/Consultants for approval of the same.
 - m) Coordination with Contractor(s) for submission of warranties and guarantees in respect of materials/equipment and services provided by them.
- 10 To assist the RP in obtaining an occupation certificate for the Project.

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- 11 Provide other reasonable services that are incidental to the above-listed services as may be reasonably requested by RP from time to time in connection with the project.