

VIS(2022-23)-PL140-0027-120-216

File No.	RKA/DNCR/...../.....
Date of Receiving	5/22/6/2022

**rk ASSOCIATES**  
REINFORCING YOUR BUSINESS

**CASE COLLECTION FORMAT  
(INDUSTRIAL PLANT SURVEY FORM)**

(Version 2.1) | Date of implementation: 9.02.2011 | Date of Revision: 04.01.2018, 30.01.2020

Items	Assigned To	Assigned to Date	To be completed by date	Submitted On date	Grade	HOD Engg. Signature
File Received By	Rachna Singh	NA	NA			NA
Survey	Harshit					
Preparation						

A - Very Good, B - Satisfactory, C - Average, D - Poor, E - Extremely Poor

File Returned to HOD Engg. unprepared due to reason	<input type="checkbox"/> Proper documents not received, <input type="checkbox"/> Survey not done properly, <input type="checkbox"/> Survey Form not properly filled, <input type="checkbox"/> Market survey for rates is not properly done, <input type="checkbox"/> Identification is not clearly done, <input type="checkbox"/> Measurement is not properly done, <input type="checkbox"/> Photographs not clearly taken, <input type="checkbox"/> Selfie/ Owner or owner representative photo not taken, <input type="checkbox"/> Owner/ owner representative signature not taken, <input type="checkbox"/> Google Map not taken, <input type="checkbox"/> Survey summary sheet not filled

In case File is returned by the preparer - HOD Engg. comment & Signature	<input type="checkbox"/> Minor defects in the survey hence approved for preparation with warning to Surveyor. Report preparer to collect the missing information on his own.
	<input type="checkbox"/> Major defects in the survey. Survey has to be done again.

GENERAL DETAILS				
1.	Proposal or Ref. No.			
2.	Type of Service	<input checked="" type="checkbox"/> Valuation Report		
3.	Type of customer	<input type="checkbox"/> Bank	<input type="checkbox"/> PSU	<input type="checkbox"/> NBFC
		<input type="checkbox"/> Company	<input checked="" type="checkbox"/> Private client	<input type="checkbox"/> Direct client through Bank
4.	Bank/ FI/ Organization Name & Address	BPCL (Bharat Petroleum Corporation Limited)		
5.	Case Allotment Officer/ Fees paying party Details	Name	Contact Number	Email Id
		Rachna Singh (A.M)	8130063620	rachna.singh@bharatpetroleum.in
6.	Case Type	<input checked="" type="checkbox"/> Case for Fresh Account		<input type="checkbox"/> Case for existing account/customer
7.	Fees Details	Amount of Fees	Advance Amount if any	Payment will be paid by
		25K + GST		<input type="checkbox"/> Bank <input checked="" type="checkbox"/> Customer
8.	Billing Details	Billed To Party Name	GSTIN	



# CASE DETAILS

1.	Name of the Industry/ Account	B PCL			
2.	Type of Property	<input type="checkbox"/> Small Manufacturing Unit, <input checked="" type="checkbox"/> Medium Scale Industrial Unit, <input type="checkbox"/> Large Scale Industrial Plant, <input type="checkbox"/> Very Large Scale Industrial Plant			
3.	Owner/ Applicant Details	Name		Contact Number	Email Id
		B PCL			
4.	Account Name	B PCL (Bharat Petroleum Corporation Limited)			
5.	Plant Address	B PCL (Loni) (Nashikabad)			
6.	Who will coordinate on site for the site survey	Name		Contact Number	
		Rachna Singh (Am)		8130063620	
7.	Preferred time of survey	Date		Time	
			22-6-22		3:00
8.	Documents Received (Any one ownership document and approved site plan/ map is must)	<p>1. Ownership Documents: <input type="checkbox"/> Sale Deed, <input type="checkbox"/> Power of Attorney, <input type="checkbox"/> Will Relinquishment Deed, <input type="checkbox"/> Transfer Deed, <input type="checkbox"/> Conveyance Deed, <input type="checkbox"/> Allotment Letter, <input type="checkbox"/> Possession Letter, <input type="checkbox"/> Agreement to Sell, <input type="checkbox"/> Mortgage Deed, <input type="checkbox"/> Indenture of Mortgage</p> <p>2. Map: <input type="checkbox"/> Cizra Map, <input type="checkbox"/> Sanctioned Map, <input type="checkbox"/> Site Plan</p> <p>3. Project Approval Documents: <input type="checkbox"/> Factory Registration, <input type="checkbox"/> Memorandum of Understanding with the State Govt., <input type="checkbox"/> Industrial Entrepreneurs Memorandum, <input type="checkbox"/> Environment Clearance, <input type="checkbox"/> Fire NOC</p> <p>4. Any Other document: <input type="checkbox"/> TIR Report, <input type="checkbox"/> Old Valuation Report, <input type="checkbox"/> Plant &amp; Machinery Inventory Sheet, <input type="checkbox"/> Fixed Asset Register, <input type="checkbox"/> Building Area Statement, <input type="checkbox"/> CLU Document, <input type="checkbox"/> Detailed Project Report, <input type="checkbox"/> Invoices of the Major Equipment's, <input type="checkbox"/> Daily Performance Report, <input type="checkbox"/> TEV Report, <input type="checkbox"/> LIE Report, <input type="checkbox"/> Production data of last one week, <input type="checkbox"/> Plant maintenance log, <input type="checkbox"/> Copy of last paid Electricity Bill, <input type="checkbox"/> Copy of municipal tax receipt</p> <p><input type="checkbox"/> Any other:</p> <p>5. No documents provided: <input type="checkbox"/></p>			
9.	Special Instructions if any:	Inventory / invoice / collect. provided Excel Inventory Soft copy Document not			
10.	I agree to pay the amount mentioned above for the preparation of Valuation Report. I agree that I'll not put pressure on Valuer firm to distort any facts and would not try to influence any member or official of the firm in the ill spirit or vested interest and to benefit any individual or organization by any means illegitimately.				
Customer Signature:					



## IMPORTANT INSTRUCTIONS

\*FILE PREPARER TO START PREPARING THE FILES ONLY AFTER ENSURING THE STATUS OF ALL THE BELOW POINTS IS COMPLETED. FOR ANY EXCEPTION PLEASE BRING IT INTO NOTICE OF SENIOR GENERAL MANAGER (OPERATIONS), OTHERWISE PENAL ACTION WILL BE TAKEN AGAINST THE FILE PREPARER.

1.	Please do not accept the case if you do not have proper documents.
2.	Understand the nature of Industry before moving for survey
3.	Study the Plant Inventory sheet or FAR properly before moving for survey
4.	Firstly please take & study the current applicable ownership documents of the property which needs to get surveyed.
5.	Mark the <b>Owner/ Area/ Boundaries</b> mentioned in the ownership documents with bold florescent marker pen before moving for the survey. During site survey if any difference is found in the above fields from the ownership documents then please contact the owner immediately to know the reason for the difference.
6.	Identify the Property clearly by matching the boundaries and area mentioned in the property papers.
7.	Check whether Building Measurement Area is given in the Map or if they have any Building Area sheet or if self-measurement has to be carried out before moving for survey.
8.	Take Google Map location.
9.	Take one photograph of the property along with abutting road.
10.	Take nearby photographs of the Property.
11.	Check Jurisdiction Municipal Limits & Ward Name.
12.	Fill the details in the Survey form and tick the appropriate option clearly.
13.	In case customer is found providing misleading information to you or trying to influence you by money or cash then immediately report to the Management & Bank.

S.No.	CHECKLIST	STATUS
1.	IS PURPOSE OF THE ASSIGNMENT UNDERSTOOD CLEARLY	<input checked="" type="checkbox"/>
2.	IS WORK ORDER/ EMAIL/ CESA FORM FORMALITY COMPLETED	<input checked="" type="checkbox"/>
3.	FOR PRIVATE CASE OR FOR FRESH CASE 50% ADVANCE IS RECEIVED	<input checked="" type="checkbox"/>
4.	IS DOCUMENT CHECKLIST PROVIDED TO THE CUSTOMER	<input checked="" type="checkbox"/>

S.NO.	CHECKLIST	STATUS
1.	Check nearby prominent landmark	<input checked="" type="checkbox"/>
2.	<b>DO CLEAR IDENTIFICATION OF THE PROPERTY</b>	<input checked="" type="checkbox"/>
3.	Match the boundaries of the property and its directions with the help of compass or sun direction	<input checked="" type="checkbox"/>
4.	Do sample measurement	<input checked="" type="checkbox"/>
5.	<b>CHECK IF ANY BUILDING VIOLATIONS DONE</b>	<input checked="" type="checkbox"/>
6.	Click multiple proper photographs of the property from inside-out	<input checked="" type="checkbox"/>
7.	Take selfie with the available representative	<input checked="" type="checkbox"/>



8.	Send Google Map location at maps@rkassociates.org	<input checked="" type="checkbox"/>
9.	Check municipal jurisdiction	<input checked="" type="checkbox"/>
10.	Check Main road name & width and its distance from the subject property	<input checked="" type="checkbox"/>
11.	Check Lane width on which property is located	<input checked="" type="checkbox"/>
12.	Check any defects or negativity in the property	<input checked="" type="checkbox"/>
13.	<b>CONFIRM PROPERTY RATES LOCALLY</b>	<input checked="" type="checkbox"/>
14.	<b>CHECK NEARBY DEVELOPMENT</b>	<input checked="" type="checkbox"/>

**SPECIAL INSTRUCTIONS:**

1. During Survey please follow the blocks mentioned in the plant layout and clearly mention the details of each block. Use separate sheet wherever space is not adequate in the form.
2. During survey please keep P&M inventory sheet in hand and cross check the machines from the list.
3. Mention type, height & area of shed of each block clearly.
4. Take photographs of the machines including its machine plate.
5. In case machine is not in running condition then test the condition of the machine by moving its lever, pulley and check oil condition.

SURVEY GRADING MATRIX	
GRADE	PARAMETERS/ CRITERIA
A	In case all the points below are done properly, timely with full care and diligence: <ol style="list-style-type: none"> <li>1. Survey started with proper work order and knowing the source of payment.</li> <li>2. Survey done with proper documents.</li> <li>3. Done complete homework and studied the documents properly with highlighting the main points before moving for the survey.</li> <li>4. Chosen correct survey form as per the property type.</li> <li>5. All fields of Survey form are properly filled.</li> <li>6. All site special observations and negative and positive factors are clearly mentioned.</li> <li>7. Self &amp; client signatures taken on survey form.</li> <li>8. Property rates information properly taken, mentioned and verified.</li> <li>9. Site rough sketch plan made.</li> <li>10. Proper photographs taken.</li> <li>11. Selfie with property taken.</li> <li>12. Selfie and owner photograph with property taken.</li> </ol>
B	In case of 3 minor mistakes in any of the above points except Point 1, 2, 3, 4, 6, 8, 10, 11, 12 but all the points are covered.
C	In case of more than 3 minor mistakes and any 1 major mistake in any of the above points and if any points are completely missing except Point 1, 2, 3, 4, 6, 8, 10, 11, 12.
D	In case of 1 major mistake or missing of any 1 point out of 1, 2, 3, 4, 6, 8, 10, 11, 12.
E	In case of more than 1 major mistakes or missing of more than 1 point out of 1, 2, 3, 4, 6, 8, 10, 11, 12.

**Note (Survey Grading Matrix):**

1. For special assignments like LIE, Stock Valuation, etc. where till date survey format is not specified or released, in such cases point wise site observation report has to be submitted by the Surveyor duly signing it properly. Without signed Site Observation report, Point 4 will be considered as not done and will fall under Category E.
2. Similar Grading Matrix is issued for Case Collection & Report Preparation as well.

**Note (Overall Grading Matrix):**

1. In case client reports any careless mistake in the report for which revision has to be done in the report then in that case Grading Matrix may be revised and Grade E will be awarded.



# INDUSTRIAL PLANT SURVEY FORM

## (FOR INDUSTRIAL PROPERTIES ONLY)

(Version 2.0) | Date of implementation: 9.02.2011 | Date of Revision: 04.01.2018, 15.06.2019

VIS(2022-23) - P1140-0027-120-120

File No. RKA/DNCR/...../.....

Date:

Time:

### GENERAL DETAILS

1.	Name of the Surveyor	Harsh	
2.	Property shown by	<input type="checkbox"/> Owner/ Director, <input checked="" type="checkbox"/> Company Representative, <input type="checkbox"/> No one was available, <input type="checkbox"/> Property is locked, survey could not be done from inside	
		Name	Contact No.
		Rachna Singh	
3.	Survey Type	<input type="checkbox"/> Full survey (inside-out with approximate measurements & photographs), <input type="checkbox"/> Full survey (inside-out with approximate sample random measurements & photographs), <input type="checkbox"/> Half Survey (Approximate sample random measurements from outside & photographs), <input type="checkbox"/> Only photographs taken (No measurements)	
	NA		
4.	Reason for Half survey or only photographs taken	<input type="checkbox"/> Property was locked, <input type="checkbox"/> Possessee didn't allow to inspect the property, <input type="checkbox"/> NPA property so owner was hostile and survey couldn't be carried out, <input type="checkbox"/> Under construction property, <input type="checkbox"/> Very Large irregular Property, practically not possible to measure the entire area, <input type="checkbox"/> Any other reason:	
	NA		
5.	How Property is Identified	<input type="checkbox"/> From schedule of the properties mentioned in the deed, <input type="checkbox"/> From name plate displayed on the property, <input type="checkbox"/> Identified by the owner/ owner representative, <input type="checkbox"/> Enquired from nearby people, <input type="checkbox"/> Identification of the property could not be done, <input type="checkbox"/> Survey was not done	
	NA		
6.	Type of Industry	<input type="checkbox"/> Small Manufacturing Unit, <input checked="" type="checkbox"/> Medium Scale Industrial Unit, <input type="checkbox"/> Large Scale Industrial Plant, <input type="checkbox"/> Very Large Scale Industrial Plant	
7.	Property Measurement	<input type="checkbox"/> Self-measured, <input type="checkbox"/> Sample measurement only, <input type="checkbox"/> No measurement	
	NA		
8.	Reason for no measurement	<input type="checkbox"/> Property was locked/ sealed, <input type="checkbox"/> Owner/ possessee didn't allow it, <input type="checkbox"/> NPA property so didn't enter the property, <input type="checkbox"/> Very Large Property, practically not possible to measure the entire area <input type="checkbox"/> Any other Reason:	
	Scrub valuation.		
9.	Purpose of Valuation	<input type="checkbox"/> Value assessment of the asset for creating collateral mortgage <input type="checkbox"/> Periodic Re-Valuation for Bank, <input type="checkbox"/> Distress sale for NPA A/c.,	



		<input type="checkbox"/> For DRT Recovery purpose, <input type="checkbox"/> For Insolvency purpose, <input type="checkbox"/> Capital Gains Wealth Tax purpose, <input type="checkbox"/> Partition purpose, <input type="checkbox"/> General Value Assessment, <input type="checkbox"/> For company merger & amalgamation purpose, <input type="checkbox"/> For any other purpose:
10.	Type of Loan	<input type="checkbox"/> Project Loan, <input type="checkbox"/> Term Loan, <input type="checkbox"/> CC Limit enhancement, <input type="checkbox"/> Cash Credit Limit, <input type="checkbox"/> Industrial Loan, <input type="checkbox"/> Business Loan, <input type="checkbox"/> NA
11.	Loan Amount	


OWNERSHIP DETAILS		
1.	Name of the Industry	BPCL
2.	Legal Owner Name/s	Same.
3.	Property Purchaser Name	-
4.	Plant Address under Valuation	-
5.	Present Residence Address of the Owner/ Director	-
6.	Property constitution	<input type="checkbox"/> Free Hold, <input type="checkbox"/> Lease Hold

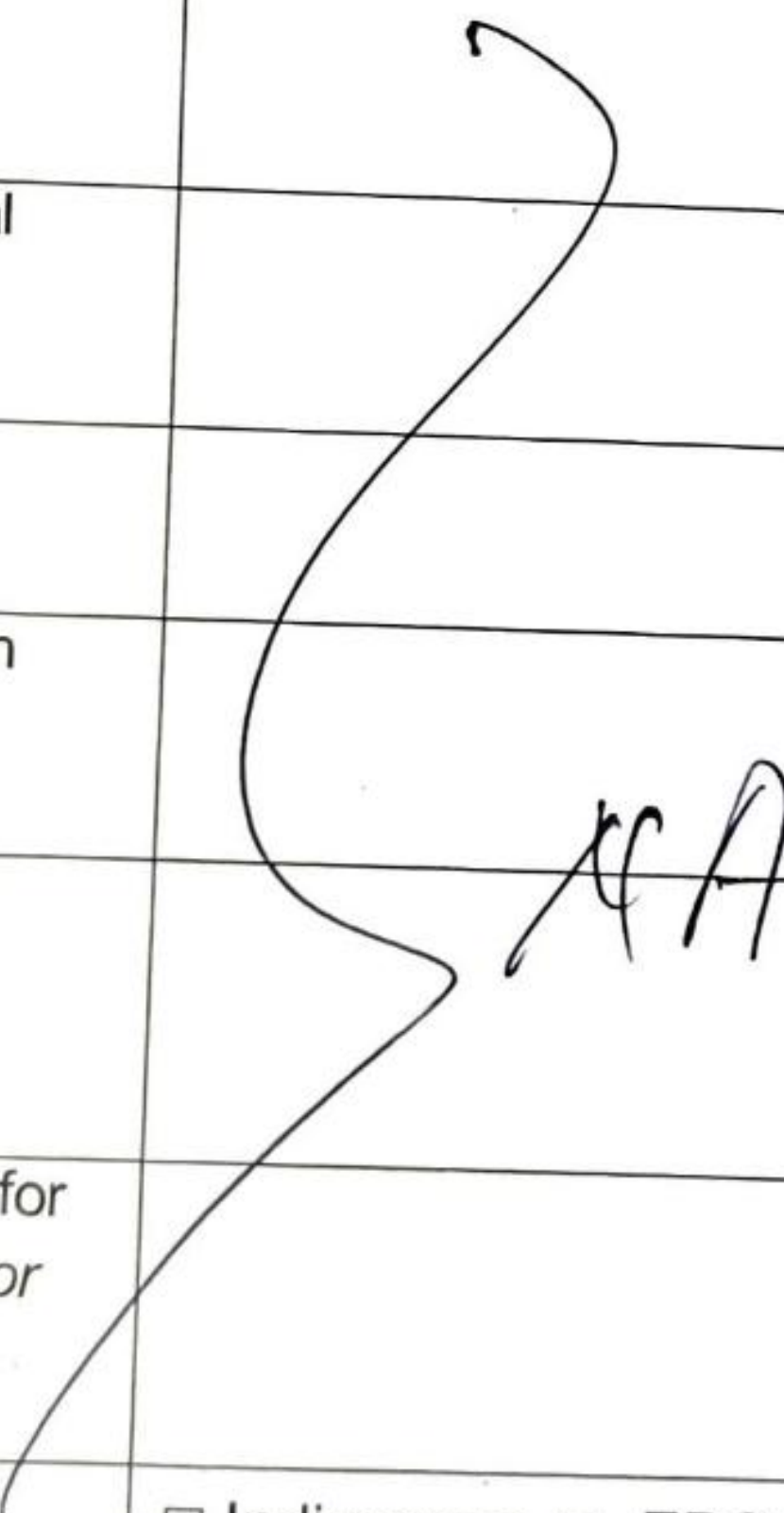
LOCATION DETAILS											
		East	West	North	South						
1.	Adjoining Properties (Match it with papers with the help of compass or Sun direction and also confirm it with nearby people)	Road	open land	other property	Road.						
2.	Property Facing	<input checked="" type="checkbox"/> East Facing, <input type="checkbox"/> North Facing, <input type="checkbox"/> West Facing, <input type="checkbox"/> South Facing, <input type="checkbox"/> North-East Facing, <input type="checkbox"/> South-West Facing, <input type="checkbox"/> South-East Facing, <input type="checkbox"/> North-West Facing									
3.	Landmark	Self									
4.	Ward Name/ No.	-									
5.	Zone Name	-									
6.	Main Road Name & Width	<table border="1"> <thead> <tr> <th>Name</th> <th>Width</th> <th>Distance from property</th> </tr> </thead> <tbody> <tr> <td>Loni Shopwary Road</td> <td>60'</td> <td>-</td> </tr> </tbody> </table>		Name	Width	Distance from property	Loni Shopwary Road	60'	-	-	
Name	Width	Distance from property									
Loni Shopwary Road	60'	-									
7.	Approach Road Name & Width	Same									
8.	Are proper road facilities available?	<input checked="" type="checkbox"/> Yes, <input type="checkbox"/> No									
9.	Type of Approach Road	<input type="checkbox"/> Bituminous, <input type="checkbox"/> Metalled, <input checked="" type="checkbox"/> Cement concrete, <input type="checkbox"/> Concrete paver block, <input type="checkbox"/> Brick khadanja, <input type="checkbox"/> Mud surfacing, <input type="checkbox"/> Broken potholed metalled road, <input type="checkbox"/> No proper approach road available, <input type="checkbox"/> Very narrow approach road towards the property									



		<input type="checkbox"/> Well-developed notified Industrial area, <input type="checkbox"/> Within averagely maintained Industrial area, <input type="checkbox"/> Within un-notified Industrial area, <input type="checkbox"/> Within Main city, <input type="checkbox"/> Within city suburbs, <input type="checkbox"/> Within urban developed Area, <input type="checkbox"/> Within urban developing zone, <input type="checkbox"/> Within urban undeveloped area, <input type="checkbox"/> Within urban remote area, <input type="checkbox"/> Within commercial area, <input type="checkbox"/> Within Institutional area, <input type="checkbox"/> Out of municipal limits, no civic infrastructure available, <input type="checkbox"/> Within rural village area, <input type="checkbox"/> In interiors, <input type="checkbox"/> Within Backward area, <input type="checkbox"/> Within Remote area					
11.	Classification of the Locality	<input checked="" type="checkbox"/> Urban developed, <input type="checkbox"/> Urban developing, <input type="checkbox"/> Semi Urban, <input type="checkbox"/> Rural, <input type="checkbox"/> Backward, <input type="checkbox"/> Industrial, <input type="checkbox"/> Institutional					
12.	Location consideration	<input type="checkbox"/> Corner Plot, <input type="checkbox"/> 2 side open, <input type="checkbox"/> 3 side open, <input type="checkbox"/> On >30' wide road, <input type="checkbox"/> Near to Metro station, <input type="checkbox"/> Near to Market, <input type="checkbox"/> Near to Highway, <input type="checkbox"/> Entrance North-East Facing, <input type="checkbox"/> Ordinary location within locality, <input type="checkbox"/> Good Location within the locality, <input type="checkbox"/> Normal Location within the locality, <input type="checkbox"/> Average Location within locality, <input type="checkbox"/> Poor location within the locality, <input type="checkbox"/> Property towards end of the locality, <input type="checkbox"/> Any other					
13.	Is Plant part of notified Industrial Area? If yes then name of Industrial area/ estate & governing authority managing it.	<input checked="" type="checkbox"/> Yes, <input type="checkbox"/> No					
14.	Proximity to civic amenities	School	Hospital	Market	Metro	Railway Station	Airport
		3 KM	4 KM	1 KM	10 KM	—	—
15.	Any new development in surrounding area	NO.					
16.	Jurisdiction limits	<input checked="" type="checkbox"/> Nagar Nigam, <input type="checkbox"/> Nagar Panchayat, <input type="checkbox"/> Gram Panchayat, <input type="checkbox"/> Nagar Palika Parishad, <input type="checkbox"/> Area not within any municipal limits					
17.	Jurisdiction Development Authority Name	Name: Gaziyabad. <input type="checkbox"/> Area not within any development authority limits					
18.	Municipality/ Municipal Corporation Name	Name: Gaziyabad					



19.	Surrounding land uses and adjoining/ nearby establishment details	<input type="checkbox"/> Area not within any municipal limits 
20.	Is the location proper for the subject industry?	
21.	Is it a standalone Industry in this area? is it a belt for the subject nature of Industry?	
22.	In case Industry gets closed then does the land can be used for any other purpose?	

PLANT DETAILS		
S.No.	PARTICULARS	DESCRIPTION
1.	Brief History & Description of the Plant	
2.	Nature of Industry	
3.	Plant Inception Date	
4.	Commercial Operational Date	
5.	No. of Production Lines	
6.	Date of Inception of each Production Line	
7.	Total Block Value of the Machines (As on Year ending 31 <sup>st</sup> March)	
8.	Industry benchmark cost for setting up these Plants (for eg. Per MW or Per MT)	
9.	Establishment Type	
10.	Plant Type	<input type="checkbox"/> Indigenous, <input type="checkbox"/> EPC Contractor, <input type="checkbox"/> Local Contractor <input type="checkbox"/> Manual, <input type="checkbox"/> Semi-Automatic, <input type="checkbox"/> Fully Automatic, <input type="checkbox"/> Conventional, <input type="checkbox"/> Non-Conventional, <input type="checkbox"/> Computerized Controlled



	Plant & Machinery Purchase Type	<input type="checkbox"/> First Hand, <input type="checkbox"/> Second Hand
12.	Plant & Machinery Make	<input type="checkbox"/> Domestic branded, <input type="checkbox"/> Domestic local made, <input type="checkbox"/> Onsite fabrication <input type="checkbox"/> Imported machines, <input type="checkbox"/> Mix (Domestic + Foreign)
13.	Plant Overall Condition	<input type="checkbox"/> Newly Commissioned, <input type="checkbox"/> Excellent, <input type="checkbox"/> Very Good, <input type="checkbox"/> Good, <input type="checkbox"/> Average, <input type="checkbox"/> Poor, <input type="checkbox"/> Completely scrap
14.	Plant Status	<input type="checkbox"/> In Operation, <input type="checkbox"/> Not Running, <input type="checkbox"/> Partially running, <input type="checkbox"/> Stopped For Maintenance, <input type="checkbox"/> Completely shutdown
15.	If Plant is not operational then period since it is not operational & reason for not being in operation	
16.	If Plant is not operational then does it require any money for refurbishing to restart the Plant?	
17.	Total money spent in last one year on maintenance of machines	
18.	Any major failure, fault, breakdown in last 3 years?	N/A
19.	Any Technology collaboration of the Plant	
20.	Average Plant Capacity Utilization rate in last one month. <i>Attach Production chart of last one week.</i>	
21.	Name & Function of each block in the plant - Use Separate Sheet If Required	
22.	Main machines used in the Plant - <i>Use Separate Sheet If Required</i>	
23.	Estimated net weight of the large machines and of total machines present at site - <i>Use Separate Sheet If Required</i>	
24.	Estimated Economic Life of the Plant/ Machines	
25.	Age of the Plant/ Remaining Life of Machines	



	Done (Attach Copy Of Maintenance Log Book If Possible)	
27.	Production Capacity In Quantity & Weight For Different Products/ Units	
28.	Description Of Products Manufactured	
29.	Brand Name under which Products are sold in the Market	
30.	Raw Material Used & Sources Of Primary Raw Material Used	
31.	No. & Type of Furnace	
32.	No./ Type/ Height of Chimney/ Exhaust	
33.	Is Plant using obsolete technology or currently used technology in the market? Please comment.	
34.	Whether STP is installed (Mention Type & Capacity)	
35.	Whether ETP is installed (Mention Type & Capacity)	
36.	Fire Fighting System	
37.	No. of Resources Working In the Plant (Managerial, Skilled, Unskilled)	
38.	Is the adequate skilled labour available in this area for the subject Industry?	
39.	Power Supply arrangements in the Plant (Sanctioned Load Kw and Units consumed in last 3 months)	
40.	Auxiliary power arrangements type in the plant (Type & Capacity)	<input type="checkbox"/> DG Sets, <input type="checkbox"/> Captive Power Plant



42.	HVAC System In the Plant	
	Cooling System In the Plant	
43.	Water Arrangements/ Source of water	<input type="checkbox"/> Jet pump, <input checked="" type="checkbox"/> Submersible, <input type="checkbox"/> Jal board supply, <input type="checkbox"/> Reservoir, <input type="checkbox"/> Any other:
44.	Major issues noticed in the Industry which can create issues in operations	



**ATTACHMENTS:**

S. No.	PARTICULARS	DESCRIPTION
1.	Inventory Sheet of P&M from Fixed Asset Register (Machine Name/ Machine Type/ Capacity/ Model No./ Machine Make/ Capitalization Date/ Capitalization Value/ Current Book Value/ Machine Status (working/ not working))	
2.	Flow chart / Block diagram from raw material to finished product	
3.	Plant Layout	
4.	Factories registration	
5.	Labor license	
6.	Fire NOC	
7.	Copy of last paid Electricity Bill	
8.	NOC from Pollution Control Board	
9.	Environment Clearance (if applicable)	
10.	Petroleum Product Storage license (if applicable)	
11.	Explosive Product Storage license (if applicable)	
12.	Export/ Import Code (if applicable)	
13.	Any other approval or NOC as per industry	
14.	Daily Performance Report	
15.	Production data of last one week	
16.	Plant maintenance log	




CASE NO.

UNDERTAKING BY THE CUSTOMER


I confirm that the property is inspected in front of me and I have provided all the information true related to the property to the best of my knowledge. I understand that any false or manipulative information provided by me will be considered as cheating with the professional organization since it will lead to incorrect valuation report and I'd be solely responsible for this unlawful act and will bear the charges for the changes/ modifications which have to undergo due to the false information. I also undertake that I haven't given any cash or in kind to any member of R.K Associates to influence the Value of the Property or favor any individual or organization and the same is not accepted or asked by the member of R.K Associates. Any such act will lead to cancellation of the material prepared by R.K Associates with forfeiting of the fees and i'll be completely responsible for its repercussions and legal actions taken for it.

IMPORTANT: We have not authorized any of our Surveyor to take Cash or kind from the customers in any situation. In case Surveyor or any member of R.K Associates asks for any money or kind from you then kindly please inform on number +91-9999597597. Our Valuation process is very stringent and have multiple check points to ensure correct & error free reports to keep the lending agency risk free. In case Surveyor claims that he would be able to arbitrary effect the Valuation figures unfairly or as per your requirement & need then he is making a false claim to you and we request you to complaint such act immediately on the number provided above.

Name: RACHNA SINGH  
Signature:  -  
Mobile No.: 8130063620  
Date: 22/6/2022

UNDERTAKING BY THE SURVEYOR

I confirm that I have carried out the Survey of the property properly as per the fair professional best practices and Valuation & Survey policy guidelines issued by the organization. I have not taken any cash or kind from the customer or given the customer any wrong or false information or have made any false claims for arbitrary providing the Property Valuation as per one's need or requirement by distorting the facts. In case at any point of time it is found that I have done any kind of fraudulent activity in this case and misled the company then I understand its legal consequences and appropriate penal action which company can take against me. Also in regard to it any monetary or reputation loss will be recovered from me by the company.

Surveyor Name: Harsh  
Signature:  -  
Date: 22-6-22



**UNDERTAKING BY THE PREPARER**

I confirm that this Valuation Report is prepared as per the fair professional best practices and Valuation & Survey Policy Guidelines issued by the organization. I also confirm that without any personal interest, partiality or prejudice I have worked on the Valuation work of this case. Rates adopted for the asset is based on various facts, information collected from the site came to my knowledge during the course of the assignment and I have taken all sincere efforts to review & confirm this data/ information from all different angles using my prudent approach without any biasedness or pressure. I have prepared the report based on true facts & information as per best of my knowledge & case facts. I understand that any false information provided by me will lead to the incorrect valuation report and I'd be solely responsible for it and will bear the losses which will be put on the Company in form of monetary or reputation loss by its client or statutory bodies.

I also undertake that I did not come into any influence by the customer, Bank representative (officer or agent), colleagues, coworkers or any other person to arbitrary change the Valuation figures or facts unethically or illegitimately which may put the public money at risk which is in the form of Bank deposits.

In case at any point of time in future I am found guilty of illegitimately distorting the facts in the Valuation or any other professional services which company offers in the market on being influenced by the customer or Bank representative (officer or agent) or for whatsoever may be the reason then I'd solely responsible of any such act and I understand that the Company shall take appropriate legal action against me which may include suspension from the current roles & responsibilities or termination from the employment with immediate effect.

I also undertake that I have not taken any cash, favor or in kind from the customer for favoring any individual or organization by unfair means.

I also undertake that I'll not prepare any report on incomplete Survey form which is not properly filled as per the Company guidelines and in case I am preparing it which is creating an incorrect report then I'd be responsible for its consequences.

**Preparer Name:**

**Signature:**

**Date:**



# SURVEY SUMMARY SHEET

(TO BE ENCLOSED WITH VALUATION REPORT)

(Version 1.0) | Date of implementation: 10.04.2017

Every Valuation report at R.K Associates is prepared based on the thorough survey of the property carried out by our Engineering Surveyor. This Survey Summary Sheet is for the information of Banker/ concerned interested organization. Detailed Survey Form can also be made available to the interested organization in case it is required to cross check what information our surveyor has given in site inspection report based on which Valuation report is prepared.

1.	File No.	PL- 140-0027-120-1216						
2.	Name of the Surveyor	Harshit						
3.	Borrower Name	BPCL						
4.	Name of the Owner	BPCL						
5.	Property Address which has to be valued	Low Gariyabad.						
6.	Property shown & identified by at spot	<input type="checkbox"/> Owner, <input checked="" type="checkbox"/> Representative, <input type="checkbox"/> No one was available, <input type="checkbox"/> Property is locked, survey could not be done from inside <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 50%;">Name</th> <th style="width: 50%;">Contact No.</th> </tr> <tr> <td>Rachna <del>Sharma</del></td> <td></td> </tr> </table>			Name	Contact No.	Rachna <del>Sharma</del>	
Name	Contact No.							
Rachna <del>Sharma</del>								
7.	How Property is Identified by the Surveyor	<input type="checkbox"/> From schedule of the properties mentioned in the deed, <input checked="" type="checkbox"/> From name plate displayed on the property, <input checked="" type="checkbox"/> Identified by the owner/ owner representative, <input type="checkbox"/> Enquired from nearby people, <input type="checkbox"/> Identification of the property could not be done, <input type="checkbox"/> Survey was not done						
8.	Are Boundaries matched	<input type="checkbox"/> Yes, <input type="checkbox"/> No, <input checked="" type="checkbox"/> No relevant papers available to match the boundaries, <input type="checkbox"/> Boundaries not mentioned in available documents						
9.	Survey Type	<input type="checkbox"/> Full survey (inside-out with measurements & photographs) <input type="checkbox"/> Half Survey (Measurements from outside & photographs) <input type="checkbox"/> Only photographs taken (No measurements)						
10.	Reason for Half survey or only photographs taken	<input type="checkbox"/> Property was locked, <input type="checkbox"/> Possessee didn't allow to inspect the property, <input type="checkbox"/> NPA property so couldn't be surveyed completely						
11.	Type of Property	<input type="checkbox"/> Flat in Multistoried Apartment, <input type="checkbox"/> Residential House, <input type="checkbox"/> Low Rise Apartment, <input type="checkbox"/> Residential Builder Floor, <input type="checkbox"/> Commercial Land & Building, <input type="checkbox"/> Commercial Office, <input type="checkbox"/> Commercial Shop, <input type="checkbox"/> Commercial Floor, <input type="checkbox"/> Shopping Mall, <input type="checkbox"/> Hotel, <input type="checkbox"/> Industrial, <input type="checkbox"/> Institutional, <input type="checkbox"/> School Building, <input type="checkbox"/> Vacant Residential Plot, <input type="checkbox"/> Vacant Industrial Plot, <input type="checkbox"/> Agricultural Land						
12.	Property Measurement	<input type="checkbox"/> Self-measured, <input type="checkbox"/> Sample measurement, <input type="checkbox"/> No measurement						
13.	Reason for no measurement	<input type="checkbox"/> It's a flat in multi storey building so measurement not required <input type="checkbox"/> Property was locked, <input type="checkbox"/> Owner/ possessee didn't allow it, <input type="checkbox"/> NPA property so didn't enter the property, <input type="checkbox"/> Very Large Property, practically not possible to measure the area within limited time <input type="checkbox"/> Any other Reason:						
14.	Land Area of the Property	As per Title deed	As per Map	As per site survey				
15.	Covered Built-up Area	As per Title deed	As per Map	As per site survey				
16.	Property possessed by at the time of survey	<input type="checkbox"/> Owner, <input type="checkbox"/> Vacant, <input type="checkbox"/> Lessee, <input type="checkbox"/> Under Construction, <input type="checkbox"/> Couldn't be Surveyed, <input type="checkbox"/> Property was locked, <input type="checkbox"/> Bank sealed, <input type="checkbox"/> Court sealed						
17.	Any negative observation of the							



20.	Is the property clearly demarcated with permanent boundaries?	<input checked="" type="checkbox"/> Yes, <input type="checkbox"/> No, <input type="checkbox"/> Only with Temporary boundaries	Access is available, <input type="checkbox"/> Access available in sharing of other
	Is the property merged or colluded with any other property		Access is closed due to dispute
21.	Local Information References on property rates	NO	
			Please refer attached sheet named 'Property rate Information Details.'

### Endorsement:

#### 1. Signature of the Person who was present from the owner side to identify the property:

**Undertaking:** I have shown the correct property and provided the correct information about the property to the surveyor of R.K Associates to the best of my knowledge for which Valuation has to be prepared. In case I have shown wrong property or misled the valuer company in any way then I'll be solely responsible for this unlawful act.

- a. Name of the Person: **RACHNA SINGH**
- b. Relation: **ASSISTANT OPS LONI LPU**
- c. Signature: *[Signature]*
- d. Date: **22/6/2022**

In case not signed then mention the reason for it: ☐ No one was available, ☐ Property is locked, ☐ Owner/representative refused to sign it, ☐ Any other reason:

#### 2. Surveyor Signature who did site inspection:

**Undertaking:** I have inspected the property and cross verified the property details at site to the extent of a. Matching boundaries of the property, b. Sample measurement of its area, c. Physical condition, d. Property rates as per local information with what is mentioned in the property documents provided to me by the Bank/interested organization. I have not come under influence of anyone during site inspection and have only recorded the true and factual details in the survey form which I come across during the site survey. I understand that giving any manipulative information in the survey form will lead to incorrect Valuation report which is an unlawful act and I'll be solely responsible for doing it.

- a. Name of the Surveyor: **Harshit**
- b. Signature: *[Signature]*
- c. Date: **22-6-22**

Approx - 5000 Paint Drum.  
- 1000 ~~Stop~~ Soap Drum. } Only an Verbal communication (verbally).

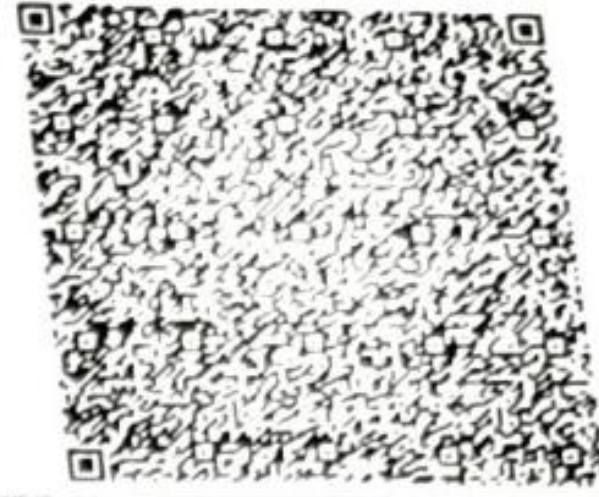
Iron. scroll  
chain, angle channel, sheet, etc.

Not possible to count drums because not in manner way kept.



## Tax Invoice

e-Invoice



70e66a3a30705bd899585722f73c3b60984ddbfbe7da-  
dea9582f41b3bc8a06e5

Invoice No. : 182211700212346  
Invoice Date : 17-May-22

**A. M. Engineering & Chemical Co.**  
5/18, Plot-B, P.G.M. Shah Road, P.O.: Golf Green  
Kolkata-700095  
FACTORY: Shed No. B-7, B-8, S-5, S-12, Sadatpur,  
Kharagpur Industrial Estate, Rakha Jangle,  
Paschim Medinipur- 721301, West Bengal  
GSTIN/UIN: 19ADUPG1536C1ZL  
State Name : West Bengal, Code : 19  
E-Mail : am\_engg\_chemical@yahoo.com

Consignee (Ship to)


**M/S. Bharat Petroleum Corporation Limited**  
Loni LPG Plant, Village Tila Shahbajpur,  
Via. Bhopura, P.O. Loni, Ghaziabad- 201102  
Uttar Pradesh  
GSTIN/UIN : 09AAACB2902M1ZR  
State Name : Uttar Pradesh, Code : 09

Buyer (Bill to)

**M/S. Bharat Petroleum Corporation Limited**  
Loni LPG Plant, Village Tila Shahbajpur,  
Via. Bhopura, P.O. Loni, Ghaziabad- 201102  
Uttar Pradesh  
GSTIN/UIN : 09AAACB2902M1ZR  
State Name : Uttar Pradesh, Code : 09  
Place of Supply : Uttar Pradesh

Invoice No.	e-Way Bill No.	Dated
<b>M0183</b>		<b>17-May-22</b>
Delivery Note	Mode/Terms of Payment	
Reference No. & Date.	Other References	
GEMC-511687730005859 dt. 30-Mar-22	<b>VENDOR CODE : 117353</b>	
Buyer's Order No.	Dated	
<b>P.O NO.4508939661</b>	<b>25-Apr-22</b>	
Dispatch Doc No.	Delivery Note Date	
Dispatched through	Destination	

Terms of Delivery

Place of Supply : Uttar Pradesh		Description of Goods	HSN/SAC	Quantity	Rate	per	Disc. %	Amount
SI No.	No. & Kind of Pkgs.							
1	25 Drums of 200 Kgs. each	<b>Cutozen - 21 Lubricating Soap</b>  Type1 Soft Soap Barrels for Lubrication of Conveyor Batch No.017	3401	25 DRUM	8,050.85	DRUM		2,01,271.25
							18 %	36,228.83 (-)0.08
		Less :	OUT PUT IGST 18% ROUND OFF					
<div>UP dated 5501062088</div> <div>हस्ताक्षर/Sign.  24/05/22</div> <div>दिनांक/Dale. 24/05/22</div> <div>भारत पेट्रोलियम कॉर्पोरेशन लिमिटेड BHARAT PETROLEUM CORPORATION LTD. एल.पी.जी. बॉलिंग प्लांट लुनो/LPG Bolling Plant L.</div>								
Total				25 DRUM				₹ 2,37,500.00
E. & O.E								



**RELY PAINTS PRIVATE LIMITED**  
PLOT NO- 7 & 8 , KHASRA NO- 1323  
VILLAGE-MORTA, MEERUT ROAD  
GHAZIABAD-201003 (U.P.)  
GSTIN/UIN: 09AAGCR0685P1ZN  
State Name : Uttar Pradesh, Code : 09  
Contact : 9873729499  
E-Mail : [relypaints@gmail.com](mailto:relypaints@gmail.com)  
[www.relypaints.com](http://www.relypaints.com)

Consignee (Ship to)  
**BHARAT PETROLEUM CORPORATION LIMITED**  
 LONI LPG PLANT, SHABAJPUR, LONI-201102  
 GSTIN/UIN : 09AAACB2902M1ZR  
 PAN/IT No : AAACB2902M  
 State Name : Uttar Pradesh, Code : 09  
 Buyer (Bill to)

**SHARHAT PETROLEUM CORPORATION LIMITED**  
**LONI LPG PLANT, SHABAJPUR, LONI-201102**  
 GSTIN/UIN : 09AAACB2902M1ZR  
 PAN/IT No : AAACB2902M  
 State Name : Uttar Pradesh, Code : 09  
 Place of Supply : Uttar Pradesh

ORIGINAL FOR RECIPIENT	
Invoice No. <b>2022-23/243</b>	Dated <b>1-Jun-22</b>
Delivery Note	Mode/Terms of Payment
Reference No. & Date.	Other References
Buyer's Order No. <b>4508951802</b>	Dated <b>9-May-22</b>
Dispatch Doc No.	Delivery Note Date
Dispatched through	Destination <b>LONI</b>
Bill of Lading/LR-RR No. <b>dt. 1-Jun-22</b>	Motor Vehicle No. <b>UP37T4144</b>
Terms of Delivery	

Description of Goods	Alt. Quantity	Quantity	Rate	per	In Bill Disc	Amount
SYN ENAMEL SIGNAL RED PAINT	145 Nos	2,900.000 LTR	110.0015	LTR		3,19,004.3500
SYN ENAMEL GOLDEN YELLOW PAINT	5 Nos	100.000 LTR	110.0015	LTR		11,000.1500
						3,30,004.5000
						29,700.4050
						29,700.4050
						(-)-0.3100
Total	150 Nos	3,000.000 LTR				₹3,89,405.0000

CGST@9%  
SGST@9%  
Round Offf

GR done  
5501212375  
02/06/2022

WHOLESALE STORE

समान वस्तुएं प्राप्त हुई हैं

हस्ताक्षर/Sign.....

दिनांक/Date..... 02/06/2022

भारत पेट्रोलियम कॉर्पोरेशन लिमिटेड

BHARAT PETROLEUM CORPORATION LTD.

एल.पी.जी. बाटलिंग प्लांट लोनी/LPG Bottling Plant Loni

**Rs Three Lakh Eighty Nine Thousand Four Hundred Five Only**

1. Certified that the Particulars given above are true and correct. 2. Goods once sold will not be taken back or exchanged. 3. Interest@36% P.A. will be charged if the payment is not made within the stipulated time. 4. Subjects to 'U P ' Jurisdiction only.

for RELY PAINTS PRIVATE LIMITED

Authorised Signatory

**SUBJECT TO UTTAR PRADESH JURISDICTION**

This is a Computer Generated Invoice