

# **SURVEY FORM FOR LENDER'S INDEPENDENT ENGINEER REPORT (LIE)**

## **CASE COLLECTION FORM**

(Version 10.0)

Date of implementation: 9.02.2011 | Last Revision: 30.01.2020 | Latest Revision: 04.03.2022

Items	Assigned To	Assigned to Date	To be completed by date	Submitted On date	Grade	HOD Engg. Signature
File Received By	Parveer	NA	NA			
Survey	Saurin					
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"/> 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
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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.
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## **GENERAL DETAILS**

1.	Proposal/ Work Order or Ref No.			
2.	Type of Service	<input type="checkbox"/> Valuation Report, <input type="checkbox"/> Construction cost estimate, <input type="checkbox"/> Cost vetting certificate <input type="checkbox"/> Other CE Certificates, <input type="checkbox"/> TEV Report, <input checked="" type="checkbox"/> LIE		
3.	Type of customer	<input type="checkbox"/> Bank <input type="checkbox"/> Company	<input type="checkbox"/> PSU <input type="checkbox"/> Private client	<input type="checkbox"/> NBFC <input type="checkbox"/> Corporate <input type="checkbox"/> Direct client through Bank
4.	Bank/ FI/ Organization Name & Address			
5.	Case Allotment Officer/ Fees paying party Details	Name	Contact Number	Email Id
6.	Case Type	<input type="checkbox"/> Case for Fresh Account		<input type="checkbox"/> Case for exiting account/ customer
7.	Fees Details	Amount of Fees	Advance Amount if any	Fees will be paid by
				<input type="checkbox"/> Bank <input type="checkbox"/> Customer
8.	Billing Details	Billed To Party Name		GSTIN

Type of Property		CASE DETAILS		
2	Purpose of LIE Report/ Assignment	Solar panel		
3	Owner/ Applicant Details	<input type="checkbox"/> Value assessment of the asset for creating new 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"/> Capital Gains Wealth Tax purpose <input type="checkbox"/> Partition purpose, <input type="checkbox"/> General Value Assessment, <input type="checkbox"/> Verification of Physical Progress and Expenditure incurred till _____ <input type="checkbox"/> Any other:		
4	Account Name	Name	Contact Number	Email Id
5	Property Address	Solar Quest		
6	Who will coordinate on site for the site survey	Nadvei & Ajmer. Beldar Road		
7	Preferred time of survey	Name	Contact Number	
8	Documents Received (Any one ownership document, CA Certificate and approved site plan/ map is must)	Rajan (Ajmer)	9667708134	
9	Documents received from	Jogendra	7014472945	
10	Special Instructions if any:	Date	Time	
11	I agree to pay the amount mentioned above for the preparation of LIE 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	23/10/2023	10:00 Am to 5:30 pm.	
Customer Signature:				

# FILE RECEIVER CASE COLLECTION PROCESS COMPLIANCE CHECKLIST

(To be filled by Surveyor)

S.NO.	COMPLIANCE CHECKLIST	STATUS	APPROVER SIGNATURE/ REMARKS IN CASE OF ANY (X)
1.	Is Case collection Form properly filled by Receiver?	<input checked="" type="checkbox"/>	
2.	Is purpose of the assignment understood clearly by the receiver?	<input checked="" type="checkbox"/>	
3.	Has receiver checked if this is a new case or existing case of the Bank?	<input checked="" type="checkbox"/>	
4.	Has receiver fixed the fees with the manager/ client and sent quotation properly or have taken approval of the work over email?	<input checked="" type="checkbox"/>	
5.	Has receiver taken proper Work Order/ Email/ CESA form formality?	<input checked="" type="checkbox"/>	
6.	In case of private case or for fresh case 50% advance is received?	<input checked="" type="checkbox"/>	
7.	Is document checklist email sent to the customer?	<input checked="" type="checkbox"/>	
8.	Has the received documents is having 'documents provided by stamp'?	<input checked="" type="checkbox"/>	

## IMPORTANT INSTRUCTIONS TO SURVEYOR

1.	Please fill the above compliance checklist before moving for the survey.
2.	Please do not do the survey if you do not have proper documents.
3.	For Vacant Plot/ Land – Cizra Map/ Master/ Zonal/ Site Plan is must to identify the Plot. For Agriculture or converted land from agriculture – Mutation documents, CLU is must.
4.	Firstly please first study the 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. <b>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.</b>
6.	Confirm ongoing property rates in the subject location through public domain, property sites and contact dealers to show you the available properties in that area during your survey.
7.	<b>Identify the Property clearly by matching the boundaries and area mentioned in the property papers.</b>
8.	<b>Do sample physical or google measurements of the property.</b>
9.	<b>PHOTOGRAPH INSTRUCTIONS:</b> a. Take owner/ representative photograph along with the property. b. Take your selfie along with the property and the owner/ representative. c. Take full scale photo of the property with gate. d. Take photo of the property along with abutting road, towards left, right and center. e. Take multiple photos of inside-out of the property. f. Take nearby photographs of the Property. g. Take a short video to cover property and neighborhood.
10.	Take Google Map location.
11.	Check main road name & width and approach road width and distance of property from main road.
12.	Check Jurisdiction Municipal Limits & Ward Name.
13.	<b>Fill each column of survey form diligently in detail and tick the appropriate option clearly.</b>
14.	<b>Check any defects or negativity in the property and comment in detail on survey form.</b>
15.	<b>Do extensive market rate enquiries and confirm for any recent past transactions.</b>
16.	In case customer appears to be providing misleading information to you or trying to influence you by money or cash then immediately report to the Management & Bank.



# SURVEY PROCESS COMPLIANCE CHECKLIST

(To be submitted by Surveyor with each Survey)

S.NO.	COMPLIANCE CHECKLIST POINTS	STATUS
1	Did you take proper property documents to carry out the survey? <i>Soft copy.</i>	<input type="checkbox"/>
2	Have you properly studied & highlighted Owner/ Area/ Boundaries in the property documents with bold florescent before moving for the survey?	<input type="checkbox"/>
3	Did you check prominent landmark nearby the subject property and mentioned in the survey form?	<input type="checkbox"/>
4	Did you identified the Property clearly by matching the boundaries and area mentioned in the property papers?	<input type="checkbox"/>
5	Did you check if property is merged with any other property or it is an independent property?	<input checked="" type="checkbox"/>
6	Did you do sample physical or google measurements of the property in case of property more than 2500 sq.mtr?	<input checked="" type="checkbox"/>
7	Did you check for any building violations in the property?	<input checked="" type="checkbox"/>
8	Did you check municipal limits/ jurisdiction/ ward?	<input checked="" type="checkbox"/>
9	Did you take Google Map location and shared it to Maps whatsapp group?	<input checked="" type="checkbox"/>
10	Did you check Main Road name & width and its distance from the subject property?	<input checked="" type="checkbox"/>
11	Did you check approach Lane width on which property is located?	<input checked="" type="checkbox"/>
12	Have you taken property full scale photograph with gate?	<input checked="" type="checkbox"/>
13	Have you taken owner/ representative photograph with the property?	<input checked="" type="checkbox"/>
14	Have you taken your selfie with the property along with owner/ representative?	<input checked="" type="checkbox"/>
15	Have you taken photograph of the property along with abutting road and towards left and right of the property?	<input checked="" type="checkbox"/>
16	Have you taken multiple photographs of the property from inside-out?	<input checked="" type="checkbox"/>
17	Did you check nearby development and whereabouts and commented on survey form?	<input type="checkbox"/>
18	Did you check any defects or negativity in the property in terms of location, legality, disputes, marketability, salability, etc. and commented on survey form in detail?	<input type="checkbox"/>
19	Have you filled all the columns of survey form including survey summary sheet properly?	<input type="checkbox"/>
20	Did you draw site key plan (location map)?	<input type="checkbox"/>
21	Did you draw rough site sketch plan?	<input type="checkbox"/>
22	Have you taken self-attested documents from owner/ representative and stamped "documents provided by stamp"?	<input type="checkbox"/>
23	Did you check any defects or negativity in the property in terms of location, legality, disputes, marketability, salability, etc. and commented on survey form in detail?	<input type="checkbox"/>
24	Have you confirmed any recent past transactions during market enquiries and enquired property rates locally very rigorously?	<input type="checkbox"/>
25	Did you take signatures of the owner/ representative on undertaking and survey summary sheet?	<input type="checkbox"/>
26	Did you sign the undertaking?	<input type="checkbox"/>

For File No.	
Surveyor Name	
Signature	<i>Saurin</i>
Date	

# GENERAL DETAILS

1	PROJECT NAME	Cattle Feed Saras Ajmer & Nadva		
2	PROJECT PROMOTER/S (Company Name/ Director/s Name)	Solar Quest		
3	TYPE OF PROJECT	RooF		
4	CAPACITY OF PROJECT	600 + 600 KW		
5	BANK NAME/ CONSORTIUM MEMBERS	—		
6	LIE REPORT PERIOD	— 1st Report		
7	PROJECT LAND AREA	— NA —		
8	TOTAL BUILT UP AREA	—		
9	PROJECT START DATE	June - 2023 (Ajmer) April - 2023 (Nadva)		
10	PROPOSED COMMERCIAL OPERATIONS DATE (COD)	—		
11	EXPECTED COMMERCIAL OPERATIONS DATE	Oct. last (Ajmer) Started (Nadva June)		
12	REASONS FOR DELAY IN PROJECT COMPLETION, IF ANY	—		
13	STATUS OF OCCUPANCY CERTIFICATE/ COMPLETION	—		
14	MAJOR CONTRACTORS HIRED ON SITE	COMPANY NAME	NATURE OF WORK	WO/ PO Amount
15	ESTIMATED PROJECT COST / CA CERTIFICATE:	Particulars	Envisaged Cost of Project	Incurred Till
		Land		
		Building		
		Plant and Machinery	2.78 Cr X 2	
		Miscellaneous Fixed assets		
		Preliminary and Pre-operative cost		
		Advances		
		Total		

16	LANDMARK:							
17	APPROACH ROAD WIDTH:							
18	DISTANCE FROM NATIONAL/ STATE HIGHWAY							
19	BOUNDARIES OF THE PROPERTY:							
	NORTH							
	SOUTH							
	EAST							
	WEST							
20	PHYSICAL PROGRESS OF THE PROJECT TOWER/ BUILDING WISE	Refer Annexure X						
21	TIME SCHEDULE (FOR THE CONSTRUCTION WORK)-TO BE PROVIDED BY THE CLIENT	X						
22	PHYSICAL PROGRESS OF SITE DEVELOPMENT WORKS LIKE ROADS, LANDSCAPING							
23	MACHINERIES OBSERVED DURING SITE VISIT (Attach a separate sheet if required along with photographs of their Specifications/ tag plates)							
24	EFFLUENT TREATMENT PLANT (ETP) - MAKE / MODEL / CAPACITY							
25	SEWAGE TREATMENT PLANT (STP)- MAKE / MODEL / CAPACITY							
26	WATER TREATMENT PLANT (WTP)- MAKE / MODEL / CAPACITY							
27	NO OF WATER TANKS AND STORAGE CAPACITY	<table border="1"> <tr> <th colspan="2">Underground/ Overhead</th> </tr> <tr> <td>Domestic Usage</td> <td>Fire Water</td> </tr> <tr> <td></td> <td></td> </tr> </table>	Underground/ Overhead		Domestic Usage	Fire Water		
Underground/ Overhead								
Domestic Usage	Fire Water							
28	NO. OF RAIN WATER HARVESTING PITS							
29	UTILITIES A. DG set (No's and Capacity) B. Transformer (No's and Capacity)							
30	SOURCE OF ELECTRICITY FOR CONSTRUCTION WORKS							
31	SOURCE OF WATER REQUIRED FOR CONSTRUCTION WORKS							
32	ANY MAJOR OBSERVATION WHICH MIGHT PROVE RISKY							



### UNDERTAKING BY THE CUSTOMER

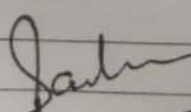
I confirm that I have made the inspection of the subject property to the surveyor of R.K Associates, which is correct property in question for which the documents have been provided/ submitted by me. I further confirm that I am aware of all the information related to the subject property and I have provided all its information to the surveyor true 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 LIE 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 have not 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 person/ 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 +91-9958632707, 0120-4110117. Our LIE Reporting 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 LIE Report 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	
Relationship with owner	
Signature	
Mobile No.	
Date	

### 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 R.K Associates. I have not taken any cash or kind from the customer nor have I come into any kind of influence of the customer / bank for arbitrary providing the Property LIE Reprot as per one's need. I further state that I have not given any assurances to the customer nor given any wrong or false information or statement. 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.

For File No.	
Surveyor Name	
Signature	
Date	23/10/2023

① Add. BEAWAR ROAD, AJMER  
INS. - CATTLE FEED (SARAS), AJMER

TOTAL CAP → 600 KW -

INS. → 500 KW.

1 pump - 650 W

Size - 2274 X 1132 (mm)

Starting → 4 month ago

end - Oct last.

Total pump  
To be install → 923 ✓

→ 770 Intaly.

\* 100 KW to be Intall after met  
metering.  
material is delivered.

Total project cost → 2.78 Cr

→ Vardhman - 7610000632

Engg.  
ture

survey for  
rent is not  
or owner  
taken, ☐

arning to

rtificate ☐

ustomer

aid by

Customer



Total project cost - 2.78 Cr

pr KW - 47000 Excluding  
GST.

Nadrai

Add ② Sarsas Cattel feed plant  
Dhera Road Nadrai Rajasthan

TOTAL CAP → 600 KW

2 panel capacity — 650W

Size — 2274 X 1132 mm

project starting date → April - 2023

project completion date → June end

Total panel — 921

Running —

Total project cost - 2.78 Cr

11 - Plat - 18 Cr

Funding by  
Bank. 12.6 Cr.