

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

Date of Receiving _____

PL-124-108-212

REINFORCING YOUR BUSINESS
ASSOCIATES

**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	Kirti Lakra	NA	NA			NA
Survey	Amir Atul	18/6/14				
Preparation						

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

File Returned to HOD Engg. unprepared due to reason

- ☐ Proper documents not received, ☐ Survey not done properly, ☐ Survey Form not properly filled, ☐ Market survey for rates is not properly done, ☐ Identification is not clearly done, ☐ Measurement is not properly done, ☐ Photographs not clearly taken, ☐ Selfie/ Owner or owner representative photo not taken, ☐ Owner/ owner representative signature not taken, ☐ Google Map not taken, ☐ Survey summary sheet not filled

In case File is returned by the preparer - HOD Engg. comment & Signature

- ☐ Minor defects in the survey hence approved for preparation with warning to Surveyor. Report preparer to collect the missing information on his own.
- ☐ Major defects in the survey. Survey has to be done again.

GENERAL DETAILS

1.	Proposal or Ref. No.				
2.	Type of Service	☒ Valuation Report			
3.	Type of customer	☐ Bank	☐ PSU	☐ NBFC	☐ Corporate
		☐ Company	☒ Private client	☐ Direct client through Bank	
4.	Bank/ FI/ Organization Name & Address	Private Client			
5.	Case Allotment Officer/ Fees paying party Details	Name	Contact Number	Email Id	
		Mr. Mohit Khundelwal	01204624200	mohitkhundelwal@baba.in	
6.	Case Type	☐ Case for Fresh Account		☐ Case for existing account/ customer	
7.	Fees Details	Amount of Fees	Advance Amount if any	Payment will be paid by	
		1,15,000/-		☐ Bank	☐ Customer
8.	Billing Details	Billed To Party Name		GSTIN	

CASE DETAILS

1.	Name of the Industry/ Account	M/s. Bigway Marketing Int. Ltd.			
2.	Type of Property	☐ Small Manufacturing Unit, ☐ Medium Scale Industrial Unit, ☐ Large Scale Industrial Plant, ☐ Very Large Scale Industrial Plant ☒ Industrial			
3.	Owner/ Applicant Details	Name	Contact Number	Email Id	
4.	Account Name	Same as point 01			
5.	Plant Address	Plot - A20, Sector 60, Noida			
6.	Who will coordinate on site for the site survey	Name	Contact Number		
7.	Preferred time of survey	Date	18/06/24	Time	
8.	Documents Received (Any one ownership document and approved site plan/ map is must)	1. Ownership Documents: ☐ Sale Deed, ☐ Power of Attorney, ☐ Will Relinquishment Deed, ☐ Transfer Deed, ☒ Conveyance Deed, ☐ Allotment Letter, ☐ Possession Letter, ☐ Agreement to Sell, ☐ Mortgage Deed, ☐ Indenture of Mortgage ☒ Lease Deed. 2. Map: ☐ Cizra Map, ☐ Sanctioned Map, ☐ Site Plan 3. Project Approval Documents: ☐ Factory Registration, ☐ Memorandum of Understanding with the State Govt., ☐ Industrial Entrepreneurs Memorandum, ☐ Environment Clearance, ☐ Fire NOC 4. Any Other document: ☐ TIR Report, ☐ Old Valuation Report, ☐ Plant & Machinery Inventory Sheet, ☐ Fixed Asset Register, ☐ Building Area Statement, ☐ CLU Document, ☐ Detailed Project Report, ☐ Invoices of the Major Equipment's, ☐ Daily Performance Report, ☐ TEV Report, ☐ LIE Report, ☐ Production data of last one week, ☐ Plant maintenance log, ☐ Copy of last paid Electricity Bill, ☐ Copy of municipal tax receipt ☐ Any other: 5. No documents provided: ☐			
9.	Special Instructions if any:				
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 Owner/ Area/ Boundaries 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	☒
2.	IS WORK ORDER/ EMAIL/ CESA FORM FORMALITY COMPLETED	☒
3.	FOR PRIVATE CASE OR FOR FRESH CASE 50% ADVANCE IS RECEIVED	☒
4.	IS DOCUMENT CHECKLIST PROVIDED TO THE CUSTOMER	☒

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

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

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: 1. Survey started with proper work order and knowing the source of payment. 2. Survey done with proper documents. 3. Done complete homework and studied the documents properly with highlighting the main points before moving for the survey. 4. Chosen correct survey form as per the property type. 5. All fields of Survey form are properly filled. 6. All site special observations and negative and positive factors are clearly mentioned. 7. Self & client signatures taken on survey form. 8. Property rates information properly taken, mentioned and verified. 9. Site rough sketch plan made. 10. Proper photographs taken. 11. Selfie with property taken. 12. Selfie and owner photograph with property taken.
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

File No. RKA/DNCR/...../.....	Date: 18/06/24	Time:
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GENERAL DETAILS						
1.	Name of the Surveyor	Amit & Atul				
2.	Property shown by	☐ Owner/ Director, ☒ Company Representative, ☐ No one was available, ☐ Property is locked, survey could not be done from inside <table><thead><tr><th>Name</th><th>Contact No.</th></tr></thead><tbody><tr><td>Mr. Pratikaj Datta Sharma</td><td>95 829 6606</td></tr></tbody></table>	Name	Contact No.	Mr. Pratikaj Datta Sharma	95 829 6606
Name	Contact No.					
Mr. Pratikaj Datta Sharma	95 829 6606					
3.	Survey Type	☐ Full survey (inside-out with approximate measurements & photographs), ☒ Full survey (inside-out with approximate sample random measurements & photographs), ☐ Half Survey (Approximate sample random measurements from outside & photographs), ☐ Only photographs taken (No measurements)				
4.	Reason for Half survey or only photographs taken NA	☐ Property was locked, ☐ Possessee didn't allow to inspect the property, ☐ NPA property so owner was hostile and survey couldn't be carried out, ☐ Under construction property, ☐ Very Large irregular Property, practically not possible to measure the entire area, ☐ Any other reason:				
5.	How Property is Identified	☐ From schedule of the properties mentioned in the deed, ☒ From name plate displayed on the property, ☒ Identified by the owner/ owner representative, ☐ Enquired from nearby people, ☐ Identification of the property could not be done, ☐ Survey was not done				
6.	Type of Industry NA	☐ Small Manufacturing Unit, ☐ Medium Scale Industrial Unit, ☐ Large Scale Industrial Plant, ☐ Very Large Scale Industrial Plant				
7.	Property Measurement	☐ Self-measured, ☒ Sample measurement only, ☐ No measurement				
8.	Reason for no measurement	☐ Property was locked/ sealed, ☐ Owner/ possessee didn't allow it, ☐ NPA property so didn't enter the property, ☐ Very Large Property, practically not possible to measure the entire area, ☒ Any other Reason:				
9.	Purpose of Valuation	☐ Value assessment of the asset for creating collateral mortgage ☐ Periodic Re-Valuation for Bank, ☐ Distress sale for NPA A/c.,				

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

OWNERSHIP DETAILS		
1.	Name of the Industry	<u>M/s Bigway Marketing Pvt. Ltd.</u>
2.	Legal Owner Name/s	<u>"</u>
3.	Property Purchaser Name	<u>"</u>
4.	Plant Address under Valuation	<u>Plot No. A20, Sector 60, Noida</u>
5.	Present Residence Address of the Owner/ Director	<u> </u>
6.	Property constitution	☐ Free Hold, ☒ Lease Hold

LOCATION DETAILS				
1.	Adjoining Properties (Match it with papers with the help of compass or Sun direction and also confirm it with nearby people)	East	West	North South
		<u>Others Prop.</u>	<u>Road</u>	<u>A-19</u> <u>A-21</u>
2.	Property Facing	☐ East Facing, ☐ North Facing, ☒ West Facing, ☐ South Facing, ☐ North-East Facing, ☐ South-West Facing, ☐ South-East Facing, ☐ North-West Facing		
3.	Landmark	<u>Mother son Sumi Electric wiring.</u>		
4.	Ward Name/ No.	<u>Sector - 60</u>		
5.	Zone Name	<u> </u>		
6.	Main Road Name & Width	Name	Width	Distance from property
		<u>Bhabha Marg</u>	<u>~ 60 Ft</u>	
7.	Approach Road Name & Width	<u>Internal Road</u>	<u>~ 30 Ft</u>	<u>~ 100 Mtr.</u>
8.	Are proper road facilities available?	☒ Yes, ☐ No		
9.	Type of Approach Road	☒ Bituminous, ☐ Metalled, ☐ Cement concrete, ☐ Concrete paver block, ☐ Brick khadanja, ☐ Mud surfacing, ☐ Broken potholed metalled road, ☐ No proper approach road available, ☐ Very narrow approach road towards the property		

10.	Location characteristics	☐ Within well-developed notified Industrial area, ☐ Within averagely maintained Industrial area, ☐ Within un-notified Industrial area, ☒ Within Main city, ☐ Within city suburbs, ☐ Within urban developed Area, ☐ Within urban developing zone, ☐ Within urban undeveloped area, ☐ Within urban remote area, ☐ Within commercial area, ☐ Within Institutional area, ☐ Out of municipal limits, no civic infrastructure available, ☐ Within rural village area, ☐ In interiors, ☐ Within Backward area, ☐ Within Remote area					
11.	Classification of the Locality	☒ Urban developed, ☐ Urban developing, ☐ Semi Urban, ☐ Rural, ☐ Backward, ☐ Industrial, ☐ Institutional					
12.	Location consideration	☐ Corner Plot, ☐ 2 side open, ☐ 3 side open, ☒ On >30' wide road, ☐ Near to Metro station, ☐ Near to Market, ☐ Near to Highway, ☐ Entrance North-East Facing, ☐ Ordinary location within locality, ☐ Good Location within the locality, ☐ Normal Location within the locality, ☐ Average Location within locality, ☐ Poor location within the locality, ☐ Property towards end of the locality, ☐ Any other					
13.	Is Plant part of notified Industrial Area? If yes then name of Industrial area/ estate & governing authority managing it.	☐ Yes, ☐ No					
14.	Proximity to civic amenities	School	Hospital	Market	Metro	Railway Station	Airport
		~1km	~1km	~1km	~200m	.	
15.	Any new development in surrounding area						
16.	Jurisdiction limits	☒ Nagar Nigam, ☐ Nagar Panchayat, ☐ Gram Panchayat, ☐ Nagar Palika Parishad, ☐ Area not within any municipal limits					
17.	Jurisdiction Development Authority Name	Name: NOIDA ☐ Area not within any development authority limits					
18.	Municipality/ Municipal Corporation Name	Name: NOIDA					

		☐ Area not within any municipal limits
19.	Surrounding land uses and adjoining/ nearby establishment details	Commercial & Industrial
20.	Is the location proper for the subject industry?	Yes.
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?	—

PHYSICAL DETAILS				
1.	Land Area	As per Title deed	As per Map	As per site survey
		4400 Sq.Mtr	—	4320 Sq.mtr.
		Area as per mortgage deed:		
2.	Any conversion to the land use	—		
3.	Land Type	☒ Solid, ☐ Rocky, ☐ Marsh Land, ☐ Reclaimed Land, ☐ Water logged		
4.	Shape of the Land	☐ Square, ☒ Rectangular, ☐ Trapezium, ☐ Triangular, ☐ Trapezoid, ☐ Irregular, ☐ NA		
5.	Level of Land	☒ On road level, ☐ Below road level, ☐ Above road level, ☐ NA		
6.	Frontage to depth ratio	☒ Normal frontage, ☐ Less frontage, ☐ Large frontage, ☐ NA		
7.	Are Boundaries matched	☐ Yes, ☐ No, ☐ No relevant papers available to match the boundaries, ☐ Boundaries not mentioned in available documents, ☐ Very large land parcel forming multiple lands so not possible to match it with papers		
8.	Is Independent access available to the property	☒ Clear independent access is available, ☐ Access is available in sharing of other adjoining property, ☐ No clear access is available, ☐ Access is closed due to dispute, ☐ Land locked		
9.	Is property clearly demarcated with permanent boundaries?	☒ Yes, ☐ No, ☐ Only partially, ☐ Only with Temporary boundaries,		
10.	Is the property merged or colluded with any other property	—		
11.	Is complete property mortgaged with the Bank under valuation or only portion of it?	—		
12.	Property possessed by at the time of survey	☐ Owner, ☐ Vacant, ☒ Lessee, ☐ Under Construction, ☐ Couldn't be Surveyed, ☐ Property was locked, ☐ Bank sealed, ☐ Court sealed		
13.	Current activity carried out in the property	☒ Industrial, ☐ Vacant, ☐ Locked, ☐ Sealed ☐ Any other use: Commercial		

BUILDING/ CONSTRUCTION/ UTILITY DETAILS												
1.	Construction Status	☐ Built-up property in use, ☐ Under construction, ☐ No construction										
2.	Covered Built-up Area	As per Title deed	As per Map	As per site survey								
	RCC			~ 9,4000 Sq.ft. (Refer to the sheet attached)								
	Shed											
3.	Building Type	☒ RCC Framed Structure, ☐ Load bearing Pillar Beam column, ☐ ☐ Ordinary brick wall structure, ☐ Shed mounted on Iron trusses & Pillars, ☐ Scrap abandoned structure										
4.	Appearance/ Condition of the Building	Internal - ☐ Excellent, ☒ Very Good, ☐ Good, ☐ Ordinary, ☐ ☐ Average, ☐ Poor ☐ Under construction, ☐ No Survey External - ☐ Excellent, ☐ Very Good, ☒ Good, ☐ Ordinary, ☐ ☐ Average, ☐ Poor ☐ Under construction										
5.	Maintenance of the Building	☒ Very Good, ☐ Average, ☐ Poor, ☐ Under construction										
6.	Age of Building/ Recent Improvements done	2006	18 Yrs.									
7.	Maintenance of the Building	☒ Very Good, ☐ Average, ☐ Poor										
8.	Any defects in the building	☐ Maintenance issues, ☐ Finishing issues, ☐ Seepage issues, ☐ Water supply issues, ☐ Electricity issues, ☐ Structural issues, ☐ Visible cracks in the building										
9.	Any violation done in the property	☐ Construction done without Map, ☐ Construction not as per approved Map, ☐ Extra covered without sanctioned Map, ☐ Joined adjacent property, ☐ Encroached adjacent area illegally										
10.	Boundary Wall (Only for individual property)	☐ Yes, ☐ No, ☐ Common boundary wall of a complex <table border="1"> <thead> <tr> <th>Running Mtr.</th> <th>Height</th> <th>Width</th> <th>Finish</th> </tr> </thead> <tbody> <tr> <td>270m</td> <td>~ 8 Ft</td> <td>—</td> <td>—</td> </tr> </tbody> </table>			Running Mtr.	Height	Width	Finish	270m	~ 8 Ft	—	—
Running Mtr.	Height	Width	Finish									
270m	~ 8 Ft	—	—									
11.	Garden/ Landscaping	☐ Yes, ☒ No, ☐ Beautiful, ☐ Ordinary										
12.	Parking facilities	☒ Available within the property ☐ Not available within the property	☒ On Ground, ☐ In Basement, ☐ On stilt ☐ On road, ☐ Acute parking problem									
13.	Special Comments if any	—										

NOTE: Use table below to mention the individual building/ shed/ blocks details. Mentioned Type of construction (RCC/ Corrugated GI Shed Mounted on Brick Wall or Iron Pillars & Trusses/ Corrugated Colored GI Shed/ Simple GI Shed/ Simple Tin Shed), Height & Area of each block in the table below.

LAND RATES INFORMATION DETAILS

Gather information on the basis of the factors like Area location, Property location, Floor level, Block, Position, Frontage, Width of lane/ road in front of the property, Nearby development

1.	Demand & Supply condition in the Market for such properties	☐ Very Good, ☐ Good, ☐ Average, ☐ Low	
2.	At what True rate Owner bought this Property	Year of purchase	
		Purchase Price	
3.	Minimum Rate in the locality		
4.	Maximum Rate in the locality		
5.	Local Information gathered during Site survey (Minimum 2 enquiries are must):		
	1. Name:	Property Mawtra	
	Contact No.	9899887545	
	Sale Purchase Rate	70,000 to 80,000 per sqm	
	Rental Rate		
	Comments	Subject Property is located near metro station.	
	2. Name:	Malik Property	
	Contact No.	9546466161	
	Sale Purchase Rate	65,000 to 80,000 per sqm	
	Rental Rate		
	Comments	Subject Property is 4500 sqm with B+G+2 structure developed on it	
	3. Name:		
	Contact No.		
	Sale Purchase Rate		
	Rental Rate		
	Comments		

Surveyor Name:

Signature:

Date:

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:

Mr. Pankaj Saxena

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 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:

Amit & Atul

Signature:



Date:

CASE NO.

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.							
2.	Name of the Surveyor	Amit & Atul						
3.	Borrower Name	M/s. Bigway Marketing Pvt. Ltd.						
4.	Name of the Owner							
5.	Property Address which has to be valued	A-20, Sector-60, Noida						
6.	Property shown & identified by at spot	☐ Owner, ☒ Representative, ☐ No one was available, ☐ Property is locked, survey could not be done from inside <table border="1" style="width:100%"> <tr> <th>Name</th> <th>Contact No.</th> </tr> <tr> <td>Pankaj Saxena</td> <td></td> </tr> </table>			Name	Contact No.	Pankaj Saxena	
Name	Contact No.							
Pankaj Saxena								
7.	How Property is Identified by the Surveyor	☐ From schedule of the properties mentioned in the deed, ☒ From name plate displayed on the property, ☒ Identified by the owner/ owner representative, ☐ Enquired from nearby people, ☐ Identification of the property could not be done, ☐ Survey was not done						
8.	Are Boundaries matched	☐ Yes, ☐ No, ☐ No relevant papers available to match the boundaries, ☐ Boundaries not mentioned in available documents						
9.	Survey Type	☒ Full survey (inside-out with measurements & photographs) ☐ Half Survey (Measurements from outside & photographs) ☐ Only photographs taken (No measurements)						
10.	Reason for Half survey or only photographs taken	☐ Property was locked, ☐ Possessee didn't allow to inspect the property, ☐ NPA property so couldn't be surveyed completely						
11.	Type of Property	☐ Flat in Multistoried Apartment, ☐ Residential House, ☐ Low Rise Apartment, ☐ Residential Builder Floor, ☐ Commercial Land & Building, ☐ Commercial Office, ☐ Commercial Shop, ☐ Commercial Floor, ☐ Shopping Mall, ☐ Hotel, ☒ Industrial, ☐ Institutional, ☐ School Building, ☐ Vacant Residential Plot, ☐ Vacant Industrial Plot, ☐ Agricultural Land						
12.	Property Measurement	☐ Self-measured, ☒ Sample measurement, ☐ No measurement						
13.	Reason for no measurement	☐ It's a flat in multi storey building so measurement not required ☐ Property was locked, ☐ Owner/ possessee didn't allow it, ☐ NPA property so didn't enter the property, ☐ Very Large Property, practically not possible to measure the area within limited time ☐ Any other Reason:						
14.	Land Area of the Property	As per Title deed	As per Map	As per site survey				
		4400 Sq.Mt.		4300 Sq.Mt.				
15.	Covered Built-up Area	As per Title deed	As per Map	As per site survey				
		Refer to the sheet						
16.	Property possessed by at the time of survey	☐ Owner, ☐ Vacant, ☐ Lessee, ☐ Under Construction, ☐ Couldn't be Surveyed, ☐ Property was locked, ☐ Bank sealed, ☐ Court sealed, ☒ Tenant						
17.	Any negative observation of the							

	property during survey	
18.	Is Independent access available to the property	☒ Clear independent access is available, ☐ Access available in sharing of other adjoining property, ☐ No clear access is available, ☐ Access is closed due to dispute
19.	Is property clearly demarcated with permanent boundaries?	☒ Yes, ☐ No, ☐ Only with Temporary boundaries
20.	Is the property merged or colluded with any other property	<u> </u>
21.	Local Information References on property rates	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:
b. Relation:
c. Signature:
d. Date:

Pankaj Saxena

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:
b. Signature:
c. Date:

Amit & Atul
Amit