

QUOTATION & TERMS OF SERVICE FOR VALUATION OF BALWANT SINGH FOOD PRODUCT LIMITED

Customer Details

Date: 25.09.2023

Ms Meenakshi Sachdeva

Caparo Financial Solutions limited

1. **Reporting Services:** Valuation of a commercial property at Kolkata.
2. **Work:** Valuation of a commercial property at Kolkata.
3. **Assignment Purpose:** Revaluation
4. **Related Purpose:** Revaluation
5. **Details of Assets:**

Description	Asset 1
Nature of Asset	Commercial
Category of Asset	Restaurant
Type of Reporting Services Required	Valuation
Situated at Address	Kolkata
Area Measurements Details	
OPE	As per Actual
Estimated Fees	15,000

6. Requirement Understanding - Business Analyst Team

- Understanding the client requirement, purpose, preliminary data for Quotation
- Quotation and Pricing Phase
- Information and Data Collection Phase – Business Analyst/ Survey Team
- Collection of information/ data/ documents
- Survey Phase – Survey Team
- Detailed review & analysis of the provided data/ information/ documents
- Survey/ Inspection of Asset by Survey Team

Analysis & Report Preparation Phase – Engineering Team

- Preliminary assessment of the available information/ data/ documents & Survey Report
- To seek any additional information from the customer if required
- To choose right approach & methodology/s
- Computation, assessment, due diligence & research by Engineering Team

- Compilation of data in the form of report

Report Approval Phase – HOD Engineering Team

- Level 1 review
- Level 2 review
- Feedback and corrections
- Report Completion Phase
- Printing, Billing & Dispatch

7. **Time of completion:** Approximately 2 Weeks from the completion of survey.

Time may increase in case of unforeseen complexity involved in the assignment or pendency of information from the client side.

8. **Quotation: Rs. 15,000 + GST (18%) + OPE (As per Actual)**

S. No.	Particulars	Amount
1.	Valuation	Rs. 15,000/=
2.	GST 18%	Rs. 2,700/=
3.	Total estimated Charges	Rs. 17,700/=
4.	Out of Pocket Expenses (OPE)	As per Actual
5.	Estimated Amount	Rs. 17,700/=
6.	Advance 50%	Rs. 8,850
7.	Balance to be paid after submission of draft report	Rs. 8,850/=

9. **Payment terms:** Within 7 days after submission of draft report

10. **Terms of Quotation:**

- This is a tentative advice/ quotation. Final Bill may vary as per the actual work scope and terms of services described underneath. In case there is no change in scope of work or the asset details informed to us by the client at the time of quotation then quotation price will remain same at the time of billing as well.
- Quotation has been raised based on the asset details which customer has provided to us. In case of any changes in the provided information during the course of the work then quoted amount may change at the time of final billing.
- Payment of fees will not be dependent on success of the purpose of the customer for seeking the valuation services and after completion of the assignment payment has to be made in full.
- If after Survey/ site inspection, customer do not wish to go ahead for the report then 50% fees has to be paid.

11. **Terms of Service:**

- a. Typographical, editing or factual mistakes for which information has already been provided will be corrected in the report if brought into notice and left behind as a human error without any cost.
- b. Any revision or update in the draft report due to additional information not provided earlier will have an extra cost calculated based on amount of time & effort of the Engineering team to make the revisions
- c. It is expected from the customer that the information & data required for preparing the report shall be shared with the consultant in an organized and in time bound manner.
- d. Prolonged delay in providing Project information/ data may attract extra holding charges due to regular engagement of our Engineering resources in the Project.
- e. Valuation report will have proper justification, reasoning and basis of the Valuation. Customer can provide additional information in regard to their asset/ Project during the course of the assignment. However in regard to the final value, no pressure or influence would be entertained to manipulate the value unreasonably which is against the fair professional practices & ethics and R.K Associates & its expert team will have the final say in regard to the final value.
- f. Legal aspects of the asset will be out-of-scope of the Valuation Report.
- g. Verification of authenticity of documents from any Govt. deptt. will be out of scope.
- h. Getting cizra map or coordination with revenue officers for site identification will be out of scope.
- i. Drawing, Map & design of the asset is out of scope of the work.
- j. Asset componentization and invetorization will be out of scope of the work.
- k. Technical/ mechanical/ operational testing of the machines will be out-of-scope of the Valuation Services.
- l. Comment/ determination on technological aspect will be out of scope of the Valuation Services.
- m. Measurements during site inspection will be only limited to sample measurements
- n. For the preparation of the valuation report we will rely on the documents/. information/ data submitted to us by the Bank/ client which they could provide out of the standard checklist of documents sought from them and further will be based on our assumptions and limiting conditions. All such information provided to us will be relied upon assuming to be true and correct. Verification or cross checking of the documents provided to us from the originals will not be done at our end. Although due care will be taken based on the scope of the work to check their reasonability, however in case of any fraudulent activity, misleading, misrepresentation of facts, incomplete or distorted information provided by the client/ owner to us then we shall not be responsible for any error of judgment.
- o. For the preparation of the valuation report we rely on the documents/. information/ data submitted to us by the Bank/ client which they could provide out of the standard checklist of documents sought from them and further based on our assumptions and limiting conditions. All such information provided to us has been relied upon and we have assumed that it is true and correct. Verification or cross checking of the documents provided to us from the originals has not been done at our end. Although due care will be taken based on the scope of the work to check their reasonability, however in case of any fraudulent activity, misleading, misrepresentation of facts, incomplete or distorted information provided by the client/ owner to us then we shall not be responsible for any

- error of judgement.
- p. Please refer to our Valuation Services TOS for other general conditions and norms available at valuationintelligentsystem.com

12. Documents Required:

1. Please Click Here to view the required documents necessary to move ahead on the assignment.

13. R.K Associates Bank Account Details:

1. Please Credit the amount in the below account details:

R K ASSO VALUERS AND TECHNO ENGG CONS PVT

State bank of India, Swasthya Vihar, 9, Rajdhani Enclave Delhi 110092

A/C Number : 36614233319

Branch Code : 07085

IFSC Code : SBIN0007085

MICR Code : 110002152

Thank You for your Business!

For further Information or query please do connect with Business Associate Ms. Kirti Lakra at kirti.lakra@rkassociates.org and or at office no. +91-120 4110117; 4324647 or at official email id valuers@rkassociates.org



Kirti Lakra <kirti.lakra@rkassociates.org>

Fwd: Quotation for Re-Valuation_Balwant Singh Food Products Limited(2)

Meenakshi Sachdeva <meenakshi.sachdeva@caparofinancial.com>

Tue, Sep 26, 2023 at 11:47 AM

To: Kirti Lakra <kirti.lakra@rkassociates.org>

Cc: "Business Operations R.K Associates" <bo@rkassociates.org>, RKA VIS <rka-vis@rkassociate.org>

Dear Team,

We are okay with the quotation kindly proceed further with the preparation of the report

Regards

Meenakshi Sachdeva

Company Secretary

Caparo Financial Solutions Limited

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[27, Barakhamba Road, New Delhi -110001](#)

[|Off: +91 11 43251111](#)

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