



छत्तीसगढ़ भू-संपदा विनियामक प्राधिकरण (रेरा)

शास्त्री चौक, रायपुर (छ0ग0) – 492001

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क्रमांक-39/रेरा/2020/402

रायपुर, दिनांक 03/03/2020

// परिपत्र //

विषय :- प्रोजेक्ट के पंजीयन व त्रैमासिक अद्यतन हेतु प्रयुक्त (Annexure-03) एवं (Annexure-04) तथा रेरा विनिर्दिष्ट खाते से राशि आहरण करने हेतु प्रयुक्त आर्किटेक्ट (Annexure-17) एवं इंजीनियर सर्टिफिकेट (Annexure-18) में आंशिक संशोधन के संबंध में ।

प्रमोटर, इंजीनियर एवं आर्किटेक्ट के विभिन्न बैठकों में चर्चा के माध्यम से प्राधिकरण के संज्ञान में यह तथ्य आया है कि प्राधिकरण द्वारा पूर्व निर्धारित रियल एस्टेट प्रोजेक्ट के पंजीयन में प्रयुक्त (Annexure-03) एवं (Annexure-04) एवं प्रोजेक्ट के रेरा विनिर्दिष्ट खाते से राशि आहरण हेतु प्रयुक्त आर्किटेक्ट सर्टिफिकेट (Annexure-17) व इंजीनियर सर्टिफिकेट (Annexure-18) के संधारण करने में व्यवहारिक कठिनाई एवं संशय की स्थिति निर्मित हो रही है। उक्त समस्या के निराकरण हेतु उपरोक्त प्रपत्रों का सरलीकरण करते हुए आंशिक संशोधन किया गया है।

माह जनवरी 2020 के पूर्व समस्त त्रैमासिक अपडेशन पूर्व निर्धारित प्रपत्र में किये जावेंगे तथा इस परिपत्र की जारी होने की तिथि से भविष्य में समस्त त्रैमासिक अपडेशन संशोधित प्रपत्र के अनुसार किये जावेगे।

संलग्न:- संशोधित प्रपत्र।

(मान. अध्यक्ष महोदय द्वारा अनुमोदित)

(डॉ. अनुपम मिश्रा)
3/3/2020

छत्तीसगढ़ भू-संपदा विनियामक प्राधिकरण
रायपुर.

ARCHITECT'S CERTIFICATE

(To be submitted at the time of Registration and quarter update of the Project)
(for the period till _____)

Certificate No. _____

To,

The _____ (Name & Address of Promoter),

Subject: - Certificate of Percentage of Completion of Construction/Development work in
_____ (Project Name).

Ref: CGRERA Registration No. _____

Sir,

I/We _____ have undertaken assignment as Architect for
certifying Percentage of Completion of Construction/Development Work of the
_____ Project, situated at Village _____ Tehsil
_____ District _____ admeasuring _____ sq.mtr. area
being developed by _____ (Promoter's Name).

1. Following technical professionals have been appointed by the Promoter:-

- (i) M/s/Shri/Smt _____ as Land Surveyor/Architect;
- (ii) M/s /Shri / Smt _____ as Structural Consultant;
- (iii) M/s /Shri / Smt _____ as Mechanical, Electrical, Plumbing Consultant;
- (iv) M/s /Shri / Smt _____ as Head Site-Supervisor;

Based on Site Inspection, with respect to the aforesaid Real Estate Project, I certify that as on the date of this certificate, the Percentage of Work done, for the Real Estate Project _____ (Project Name), is as per **Table-A** herein below. The percentage of the work executed with respect to each of the activity of the entire phase is detailed in **Table-B**.

Certificate No. _____

Date of Issue: _____

Page No. _____

Table A

Sr. No	Tasks /Activity	Total units/Blocks	Work Done for units/ Blocks	Percentage of work done
1.	Foundation and Plinth			
2	Basement			
3	Super Structure (Column and lintel up to Slab Bottom Level)			
4	Slabs			
5	Internal task/activities to each of the Flat/ Premises - (i) Bricks wall, (ii) Joinery(doors and windows), (iii) Plaster (iv) Flooring (v) Painting			
6	Sanitary Fittings within the Flat/Premises, Electrical Fittings within the Flat/Premises			
7	Staircases, Lifts Wells and Lobbies at each Floor level connecting Staircases and Lifts, Overhead and Underground Water Tanks			
8	The external plumbing and external plaster, external painting, elevation, completion of terraces with waterproofing of the Building/ Wing,			
9	Installation of Lifts, Water Pumps, Fire Fighting Fittings and Equipment, Electrical fittings to Common Areas, Electro - Mechanical equipments, Compliance to conditions of environmental NOCs (if any), Finishing to entrance lobby, plinth protection, paving of areas appurtenant to Building, Compound Wall and all other requirements as may be required to obtain Occupation /Completion Certificate			

*Note – The above percentages are mentioned to assess the physical progress of the project.

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TABLE-B

Internal & External Development Works in Respect of the entire Project

S. No	Common areas and Facilities, Amenities	Proposed (Yes/No)	Percentage of Work done	Details
1.	Internal Roads & Footpaths			
2.	Water Supply Line			
3.	Sewerage (chamber, lines, Septic Tank)			
4.	Sewage Treatment Plant (STP)			
5.	Storm Water Drains			
6.	Landscaping & Tree Planting			
7.	Street Lighting			
8.	Community Buildings/ Club House			
9.	Solid Waste management & Disposal			
10.	Water conservation, Rain water harvesting			
11.	Energy Management/Sub-station			
12.	Fire protection and fire safety requirements			
13.	Open area (Park)			
14.	Boundary Wall & Main Gate			
15.	Security Service			
16.	Others (As per Brochure) (Option to Add more)			

TABLE C

Overall percentage of the work completed

Sr. No.	Particular	Total No. of unit /amenities	Work Done No. of unit / amenities	Percentage of work done
1.	Overall percentage of construction (Building) completed as per Table-A.			
2	Overall percentage of development completed as per Table-B.			
3	Overall percentage completion of the project			

* Note – The above percentages are mentioned to assess the physical progress of this project only.

Place:

Signature & Name of the Architect
(License No.....)

Certificate No. _____

Date of Issue: _____

Page No. ____

GUIDANCE NOTE FOR THE ARCHITECT AT THE TIME OF ISSUE OF THIS CERTIFICATE:

- (1) The Architect should be a member of council of Architecture and could be preferably the one appointed by the promoter for representing before the Competent Authority for getting the approval and sanctions for the project.
- (2) There should be proper agreement between The Promoter and The Architect for the supervision and the services to be provided for the Real Estate Project.
- (3) The Architect should visit the site and verify that the work has been completed as the per the approved plans
- (4) The Architect must use his professional knowledge, skill and experience in providing the information in this certificate.

- (5) The Architect shall be held responsible and accountable for any wrong information in the certificate. The Architect shall be liable for any penal action under Real Estate (Regulation and Development) Act, 2016 including recommendation to the council of Architecture to initiate necessary disciplinary action including revocation of membership for issue of wrong certificate.
- (6) This certificate has to be issued on the letterhead of the Architect, affixing the stamp of the Architect, along with Architect's signature on each page.
- (7) The Architect shall not be in the list of **Defaulter Architect** of the **Council of Architect** at the time of issue in this certificate.

ENGINEER'S CERTIFICATE

(To be submitted at the time of Registration and quarter update of the Project)
(for the period till _____)

Certificate No. _____

To,

The _____ (Name & Address of Promoter),

Subject: Certificate of Cost Incurred for Development of _____ (Project Name)

Ref: CGRERA Project Registration No. _____

Sir,

I/ We _____ have undertaken assignment for certifying estimated cost of the _____ Project, situated at Village _____ Tehsil _____ District _____; admeasuring _____ sq.mtr. area, being developed by _____ (Promoter Name).

1. Following technical professionals have been appointed by the Promoter :-
 - (i) M/s /Shri/Smt _____ as Land Surveyor/Architect;
 - (ii) M/s /Shri / Smt _____ as Structural Consultant;
 - (iii) M/s /Shri / Smt _____ as Mechanical, Electrical, Plumbing Consultant;
 - (iv) M/s /Shri / Smt _____ as Quantity Surveyor*
2. I have estimated the cost of the project for completion, to obtain Occupation Certificate/ Completion Certificate. My estimated cost calculations are based on the Drawings/plans made available to me for the project by the Promoter and the Schedule of items and quantity for the entire work as calculated by me and the site inspection carried out by me.
3. I certify that the Cost of the Civil, Mechanical, Electrical, Plumbing and allied works for the aforesaid Project, as completed on the date of this certificate is as given in **Table-A** and **Table-B** below:

Certificate No. _____

Date of Issue: _____

Page No. _____

TABLE-A :- Apartments/Buildings Construction (Excluding Cost of land)

Sr. No	Particulars	Amounts
(i)	(ii)	(iii)
1	Total Estimated cost	Rs. _____ /-
2	Cost incurred as on _____ (based on the Estimated items)	Rs. _____ /-
3	If Cost Incurred for items other than Estimated items	Rs. _____ /-
4	Balance Cost to be Incurred (Based on Estimated items) [A(1)(iii) - (A(2)(iii)+A(3)(iii)]	Rs. _____ /-
5	Work done in Percentage [A(2)(iii)+A(3)(iii) / A(1)(iii)]x100] (as Percentage of the estimated cost)	Rs. _____ /-

TABLE-B :- External Development(Excluding Cost of land)

Sr. No	Particulars	Amounts
(I)	(II)	(III)
1	Total Estimated cost of the Internal and External Development Works including amenities and Facilities in the layout as on _____ date	Rs. _____ /-
2	Cost incurred as on _____ (based on the Estimated items)	Rs. _____ /-
3	If Cost Incurred for items other than Estimated items	Rs. _____ /-
4	Balance Cost to be Incurred (Based on Estimated items) [B(1)(iii) - (B(2)(iii)+B(3)(iii)]	Rs. _____ /-
5	Work done in Percentage [B(2)(iii)+B(3)(iii) / B(1)(iii)]x100] (as Percentage of the estimated cost)	Rs. _____ /-

TABLE-C (Overall Estimated Cost/ Incurred)

Sr. no.	Particular	Amount (Rupees)
(i)	(ii)	(iii)
1	Total Estimated Cost, [Table A(1)(iii)+Table B(1) (iii)]	Rs. _____ /-
2	Total Cost Incurred [Table A(2)(iii)+A(3)(iii)+Table B (2)(iii)+ Table B(3)(iii)]	Rs. _____ /-
3	Total Work done in Percentage[as per Table] [C(2)(iii)/ C(1)(iii)]X 100]	Rs. _____ /-
4	The Balance cost to Complete the Project [Table A(4)(iii)+Table B (4)(iii)]	Rs. _____ /-

Place:

Signature & Name of the Engineer
(License No.....)
Certificate No. _____

GUIDANCE NOTE:

Date of Issue: _____

Page No. _____

- (1) There should be proper agreement between the promoter and the engineer for the supervision of the work.
- (2) The complete details of quantity survey should be maintained and verified by the engineer.
- (3) Quantity survey should be done by office of Engineer.
- (4) The estimated cost includes all labor, material, equipment and machinery required to carry out entire work.
- (5) The Engineer needs to find out the complete quantity of the material received in the site and its utilization in the project.
- (6) The rates of the material to work out the cost may be taken from the purchase bills.
- (7) The Engineer needs to get satisfied about the quantity of the material and the labor cost incurred in the project.
- (8) Engineer needs to keep all the working papers at the time of issue of this certificate.
- (9) The Engineer needs to visit the site, verify the records maintained at the site or any other records which will satisfy for the use of material to the project including the estimated quantity of the material which normally goes in completing the work.
- (10) The Engineer shall be held responsible and accountable for any wrong information in the certificate. The Engineer shall be liable for any penal action under Real Estate (Regulation and Development) Act, 2016 including recommendation to the Competent Authority to initiate necessary disciplinary action including revocation of his/her empanelment with the Competent Authority for issue of wrong certificate.
- (11) All components of work with specifications are indicative and not exhaustive.
- (12) This certificate has to be issued on the letterhead of the Engineer, affixing the stamp of the Engineer, along with Engineer's signature on each page.
- (13) The Engineers should have the qualification as prescribed in the Act.

NEW

ANNEXURE-17

ARCHITECT'S CERTIFICATE

(To be submitted at the time of withdrawal from RERA Designated Account)

Certificate No. _____

To,

The _____ (Name & Address of Promoter),

Subject: - Certificate of Percentage of Completion of Construction/Development work in
_____ (Project Name).

Ref: CGRERA Registration No. _____

Sir,

I/We _____ have undertaken assignment as Architect for
certifying Percentage of Completion of Construction/Development Work of the
_____ Project, situated at Village _____ Tehsil
_____ District _____ admeasuring _____ sq.mtr.
area being developed by _____ (Promoter's Name).

1. Following technical professionals have been appointed by the Promoter:-

- (i) M/s/Shri/Smt _____ as Land Surveyor/Architect;
- (ii) M/s /Shri / Smt _____ as Structural Consultant;
- (iii) M/s /Shri / Smt _____ as Mechanical, Electrical, Plumbing Consultant;
- (iv) M/s /Shri / Smt _____ as Head Site-Supervisor;

Based on Site Inspection, with respect to the aforesaid Real Estate Project, I certify that as on the date of this certificate, the Percentage of Work done, for the Real Estate Project _____ (Project Name), is as per **Table-A** herein below. The percentage of the work executed with respect to each of the activity of the entire phase is detailed in **Table-B**.

Certificate No. _____

Date of Issue: _____

Page No. _____

*** Table A**

Sr. No	Tasks /Activity	Total units/Blocks	Work Done for units/ Blocks	Percentage of work done
1.	Foundation and Plinth			
2	_____ Basement			
3	Super Structure (Column and lintel up to Slab Bottom Level)			
4	Slabs			
5*	Internal task/activities to each of the Flat/ Premises - (i) Bricks wall, (ii) Joinery(doors and windows), (iii) Plaster (iv) Flouring (v) Painting			
6	Sanitary Fittings within the Flat/Premises, Electrical Fittings within the Flat/Premises			
7	Staircases, Lifts Wells and Lobbies at each Floor level connecting Staircases and Lifts, Overhead and Underground Water Tanks			
8	The external plumbing and external plaster, external painting, elevation, completion of terraces with waterproofing of the Building/ Wing,			
9	Installation of Lifts, Water Pumps, Fire Fighting Fittings and Equipment, Electrical fittings to Common Areas, Electro – Mechanical equipments, Compliance to conditions of environmental NOCs (if any), Finishing to entrance lobby, plinth protection, paving of areas appurtenant to Building, Compound Wall and all other requirements as may be required to obtain Occupation /Completion Certificate			

***Note** – The above percentages all items should be mentioned which is only to assess the physical progress of the project only.

*** TABLE-B**

Internal & External Development Works in Respect of the entire Project

S. No	Common areas and Facilities, Amenities	Proposed (Yes/No)	Percentage of Work done	Details
1.	Internal Roads &Footpaths			
2.	Water Supply Line			
3.	Sewerage (chamber, lines, Septic Tank)			
4.	Sewage Treatment Plant (STP)			
5.	Storm Water Drains			
6.	Landscaping & Tree Planting			
7.	Street Lighting			
8.	Community Buildings/ Club House			
9.	Solid Waste management & Disposal			
10.	Water conservation, Rain water harvesting			
11.	Energy Management/Sub-station			
12.	Fire protection and fire safety requirements			
13.	Open area (Park)			
14.	Boundary Wall& Main Gate			
15.	Security Service			
16.	Others (As per Brochure) (Option to Add more)			

***Note** – The above percentages all items should be mentioned to assess the physical progress of this project only.

TABLE C

Overall percentage of the work completed

Sr. No.	Particular	Total No. of unit /amenities	Work Done No. of unit / amenities	Percentage of work done
1.	Overall percentage of construction (Building) completed as per Table-A.			
2	Overall percentage of development completed as per Table-B.			
3*	Overall percentage completion of the project			

*** Note** – The above percentages should be mentioned to assess the physical progress of this project only.

Place:

Signature& Name of the Architect
(License No.....)
Certificate No. _____

Date of Issue: _____

Page No. ____

GUIDANCE NOTE FOR THE ARCHITECT AT THE TIME OF ISSUE OF THIS CERTIFICATE:

- (1) The Architect should be a member of council of Architecture and could be preferably the one appointed by the promoter for representing before the Competent Authority for getting the approval and sanctions for the project.
- (2) There should be proper agreement between The Promoter and The Architect for the supervision and the services to be provided for the Real Estate Project.
- (3) The Architect should visit the site and verify that the work has been completed as the per the approved plans
- (4) The Architect must use his professional knowledge, skill and experience in providing the information in this certificate.

- (5) The Architect shall be held responsible and accountable for any wrong information in the certificate. The Architect shall be liable for any penal action under Real Estate (Regulation and Development) Act, 2016 including recommendation to the council of Architecture to initiate necessary disciplinary action including revocation of membership for issue of wrong certificate.
- (6) This certificate has to be issued on the letterhead of the Architect, affixing the stamp of the Architect, along with Architect's signature on each page.
- (7) The Architect shall not be in the list of **Defaulter Architect** of the **Council of Architect** at the time of issue in this certificate.

ENGINEER'S CERTIFICATE

(To be submitted at the time of withdrawal form RERA Designated Account)

Certificate No. _____

To,

The _____ (Name & Address of Promoter),

Subject: Certificate of Cost Incurred for Development of _____ (Project Name)

Ref: CGRERA Project Registration No. _____

Sir,

I/ We _____ have undertaken assignment for certifying estimated cost of the _____ Project, situated at Village _____ Tehsil _____ District _____; admeasuring _____ sq.mtr. area, being developed by _____ (Promoter Name).

1. Following technical professionals have been appointed by the Promoter :-
 - (i) M/s /Shri/Smt _____ as Land Surveyor/Architect;
 - (ii) M/s /Shri / Smt _____ as Structural Consultant;
 - (iii) M/s /Shri / Smt _____ as Mechanical, Electrical, Plumbing Consultant;
 - (iv) M/s /Shri / Smt _____ as Quantity Surveyor*
2. I have estimated the cost of the project for completion, to obtain Occupation Certificate/ Completion Certificate. My estimated cost calculations are based on the Drawings/plans made available to me for the project by the Promoter and the Schedule of items and quantity for the entire work as calculated by me and the site inspection carried out by me.
3. I certify that the Cost of the Civil, Mechanical, Electrical, Plumbing and allied works for the aforesaid Project, as completed on the date of this certificate is as given in **Table-A** and **Table-B** below:

Certificate No. _____

Date of Issue: _____

Page No. _____

TABLE-A :- Apartments/Buildings Construction (Excluding Cost of land)

Sr. No	Particulars	Amounts
(i)	(ii)	(iii)
1	Total Estimated cost	Rs. _____ /-
2	Cost incurred as on _____ (based on the Estimated items)	Rs. _____ /-
3	If Cost Incurred for items other than Estimated items	Rs. _____ /-
4	Balance Cost to be Incurred (Based on Estimated items) [A(1)(iii) - (A(2)(iii)+A(3)(iii)]	Rs. _____ /-
5	Work done in Percentage [A(2)(iii)+A(3)(iii) / A(1)(iii)]x100] (as Percentage of the estimated cost)	Rs. _____ /-

TABLE-B :- External Development(Excluding Cost of land)

Sr. No	Particulars	Amounts
(I)	(II)	(III)
1	Total Estimated cost of the Internal and External Development Works including amenities and Facilities in the layout as on _____ date	Rs. _____ /-
2	Cost incurred as on _____ (based on the Estimated items)	Rs. _____ /-
3	If Cost Incurred for items other than Estimated items	Rs. _____ /-
4	Balance Cost to be Incurred (Based on Estimated items) [B(1)(iii) - (B(2)(iii)+B(3)(iii)]	Rs. _____ /-
5	Work done in Percentage [B(2)(iii)+B(3)(iii) / B(1)(iii)]x100] (as Percentage of the estimated cost)	Rs. _____ /-

TABLE-C (Overall Estimated Cost/ Incurred)

Sr. no.	Particular	Amount (Rupees)
(i)	(ii)	(iii)
1	Total Estimated Cost, [Table A(1)(iii)+Table B(1) (iii)]	Rs. _____ /-
2	Total Cost Incurred [Table A(2)(iii)+A(3)(iii)+Table B (2)(iii)+ Table B(3)(iii)]	Rs. _____ /-
3	Total Work done in Percentage[as per Table] [C(2)(iii)/ C(1)(iii)]X 100]	Rs. _____ /-
4	The Balance cost to Complete the Project [Table A(4)(iii)+Table B (4)(iii)]	Rs. _____ /-

Place:

Signature & Name of the Engineer
(License No.....)
Certificate No. _____

Date of Issue: _____

Page No. ____

GUIDANCE NOTE:

- (1) There should be proper agreement between the promoter and the engineer for the supervision of the work.
- (2) The complete details of quantity survey should be maintained and verified by the engineer.
- (3) Quantity survey should be done by office of Engineer.
- (4) The estimated cost includes all labor, material, equipment and machinery required to carry out entire work.
- (5) The Engineer needs to find out the complete quantity of the material received in the site and its utilization in the project.
- (6) The rates of the material to work out the cost may be taken from the purchase bills.
- (7) The Engineer needs to get satisfied about the quantity of the material and the labor cost incurred in the project.
- (8) Engineer needs to keep all the working papers at the time of issue of this certificate.
- (9) The Engineer needs to visit the site, verify the records maintained at the site or any other records which will satisfy for the use of material to the project including the estimated quantity of the material which normally goes in completing the work.
- (10) The Engineer shall be held responsible and accountable for any wrong information in the certificate. The Engineer shall be liable for any penal action under Real Estate (Regulation and Development) Act, 2016 including recommendation to the Competent Authority to initiate necessary disciplinary action including revocation of his/her empanelment with the Competent Authority for issue of wrong certificate.
- (11) All components of work with specifications are indicative and not exhaustive.
- (12) This certificate has to be issued on the letterhead of the Engineer, affixing the stamp of the Engineer, along with Engineer's signature on each page.
- (13) The Engineers should have the qualification as prescribed in the Act.