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**CENTRAL GOVERNMENT EMPLOYEES WELFARE HOUSING ORGANISATION**

(An autonomous organization under M/o Housing & Urban Affairs)  
Head Office : 6th Floor, 'A' Wing Janpath Bhawan New Delhi-110 001  
website : www.cgewho.in : E-Mail : cgewho@nic.in

A-520/2

By Post

Date: 28-03-2018

To,

The beneficiaries of Bhubaneswar (Phase-II) Housing Scheme.

**Subject : Pre intimation towards Offer of possession in Bhubaneswar (Phase-II) Housing Scheme : reg.**

Dear Beneficiary,

Further to our letter of even reference dated 17th October 2017 & 12<sup>th</sup> January 2018, through which intimation of specific flat/floor allotment along with details of Car Parking under stilts was forwarded to all beneficiaries. The allotment was made through a draw of lots held on 8<sup>th</sup> & 9<sup>th</sup> October 2017 at Project Site by the Draw Committee in the presence of large number of beneficiaries who had been forwarded a prior intimation-cum-invitation to participate and witness the draw. The result of draw was web published in www.cgewho.in.

2. CGEWHO has already applied for the Occupation Certificate to Bhubaneswar Development Authority (BDA) after completing the works as required by the statutory authority. We are also in the process of obtaining electrical connection from Central Electricity Supply Utility (CESU), Bhubaneswar for energization of the complex. Now, as per the request of several beneficiaries, to facilitate them to obtain loans for completing payments, plan/mobilize for Interior works in their respective DUs and plan for other activities, this communication is being issued to all the beneficiaries. However, the physical occupation of the flat shall be allowed only after receiving Occupation certificate from the statutory authority, which shall be intimated to you when CGEWHO receives the same.

3. CGEWHO has now worked out a pre-final costing of the DUs based upon the actual expenditure incurred including all taxes as well as estimated further expenditure upto closure of the project. We are pleased to inform you **that the pre-final cost of DUs remain same as intimated vide our letter no.A-520/2 dated 09.07.2014 and the overall increase in the project cost works out to 'NIL'**. The above cost includes all escalation, statutory levies, and also the 1.5% Apartment Owners Association (AOA) Charges.

4. We would like to state that the beneficiaries of this scheme were updated and kept informed about the status and progress of the project regularly through various letters/website updations. The letter No. A-520/2 dated 09/07/2014; gave the details of cost and schedule of completion of works at project including option to withdraw alongwith the interest @5% p.a. on deposited amount & without any deduction of withdrawal charges. Those who opted to continue with the scheme were issued call-up letters dated 1.11.2014, 12.01.2016, 06.02.2017, 07.06.2017 wherein the progress of works was also intimated. A Technical Brochure was also forwarded to all beneficiaries which gave the details of plans of each type of dwelling units and full complex as a whole.

5. 3<sup>rd</sup> to 5<sup>th</sup> instalment call up notices, contained progress report in term of financial %age, were sent to individual beneficiaries with last date(s) for payment as 29.02.16, 20.03.2017 & 14.07.2017 respectively adhering to self-financing system of payment towards cost of DUs. Further, a Project Monitoring Committee (PMC) was constituted to monitor the progress of works at the project on 22.08.2015. Meetings of the PMC members; elected and formed from amongst the beneficiaries; were held about the progress & related issue(s) on 15.01.2016, 06.08.2016 & 24.04.2017 and MoM were put on official website of cgewho i.e. [www.cgewho.in](http://www.cgewho.in) for information of all beneficiaries.

6. The beneficiaries who have made full payments as already called upto 5<sup>th</sup> instyallment vide our letter dated 07.06.2017 shall be entitled to take physical possession of DUs, albeit after CGEWHO obtains occupation certificate, application for which has already been submitted by CGEWHO to BDA.

Continued on next page

The procedure for taking over possession is explained in subsequent paras.

7. Those who have availed two loans i) HBA from Govt. Deptt. from his/er employer, ii) housing loan from any other financial institution (against second mortgage), are required to mortgage the property in favour of the President of India, first; then respective Govt. Deptt. will forward the Title Deed to the concerned financial institution, if applicable. In case of beneficiaries who have availed housing loan only from financial institution, CGEWHO is required to send the title deed directly to the concerned financial institution. In order to meet this requirement, beneficiaries are requested to give details of the loan(s) availed by them in the enclosed Annexure-I so that necessary action can be taken at our end, accordingly.

8.. **Procedure for taking over physical possession by beneficiaries :**

(a) Effect payment of outstanding dues including Equalization Charges as being communicated separately .

(b) Submit the following documents:

- i. Undertaking regarding the cost & loan(s) availed from the Financial Institution/HBA in Annexure-I - {<http://www.cgewho.in/Annexure-I.pdf>}.
- ii. Application for membership of Apartment Owners' Association/Society as per Annexure-II- {<http://www.cgewho.in/Annexure-II.pdf>}.
- iii. An Acceptance & Undertaking on non-judicial stamp paper of Rs.10/- as per format of Annexure-III, duly attested by Notary Public or 1st class Magistrate {<http://www.cgewho.in/Annexure-III.pdf>}.
- iv. Special Power of Attorney (applicable when beneficiary wishes to authorize someone else to take over possession of the DU, on his/er behalf), duly registered/notarized to be submitted in original.

9.. After you have paid the amount due and submitted the required documents, as mentioned under para 6(b) above; a 'Possession Letter' will be issued to you within a period of 10-15 working days, with a copy to Project Manager at site office, Bhubaneswar. This possession letter will entitle you to take possession of the flat from our Project Manager at Bhubaneswar after signing the requisite handing/taking over certificate; enclosed with the Possession Letter. In case, a beneficiary has authorized someone else to take possession on his/her behalf, the authorized person should carry a copy of the 'Special Power of Attorney' {refer to para-5(b)(iv) above} submitted for the purpose and any proof of his identification. Please take note that Possession Letter will be issued only after receipt of the full payment and documents, as mentioned in para-5(a)&(b) above. Further, possession letter will not be issued, even if full payment has been received, but the required documents have not been submitted. Thus, it is in your own interest to forward the documents prior to or along with your final payment. CGEWHO's Project Manager at Bhubaneswar can be contacted at the under mentioned address:

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| <p>Shri Gousal Azam – Project Manager<br/>CGEWHO Housing Project (Bhubaneswar),<br/>Kendriya Vihar<br/>Begunia Berehi,<br/>Near C V Raman College, PO Jalna<br/>Distt. Khordha, Bhubaneswar – 752054</p> | <p>(M) 7978466567<br/>Mail Id: <a href="mailto:cgewhobbsr@gmail.com">cgewhobbsr@gmail.com</a></p> |
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10. After taking physical possession, beneficiary will have to make application directly to CESU for individual electricity connection and meter for their respective flat, as per the Rules and regulations of the organization. Application Form and Procedure to be followed for individual Power connection is available and can be downloaded from CGEWHO's website [www.cgewho.in](http://www.cgewho.in).

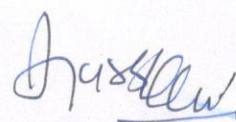
Yours faithfully,

Encl.

i) Annexure I, II & III

ii) Photographs of completed projects.

N.B. Format of the annexure(s) are available in the Download section of website : [www.cgewho.in](http://www.cgewho.in)



(A K Purswani)  
Dy. Dir (Admn.)