



**EXECUTIVE ENGINEER / E-2 WARD**  
**M. B. R. & R. BOARD (UNIT OF MHADA)**  
Gr Floor no.34 Abhuday nagar ,kalachowki,Mumbai-33

Email ID- [rreee2mhada@gmail.com](mailto:rreee2mhada@gmail.com)

**WORK ORDER**

No. Ex.E-2/Div/ 4501 /2025  
Dtd 01/09/25

To,

**M/s. Rishi Enterprises**

A-03, Ground Floor, A-wing, Kuka  
Sadan, Dr. Babasaheb Ambedkar  
Road, Parel (E),  
Mumbai-400 012.

**Sub:- Sweeping & Cleaning work to T/C Building Known as Royal Classic Building CHS, Sharaddha Infinity CHS and Crystal Plaza. (Period- 01.09.2025 to 31.08.2026.**

Ref : 1. This Office letter no.4474/E-6628350 Dt.01.09.2025 (Acceptance)  
2. AAO/Z-III/RR's letter No.E-6633481 dt. 01.09.2025.

Sir,

Since you have executed contract agreement for carrying out the above said work after completing all necessary formalities, you are hereby requested to start the aforesaid work under supervision of Deputy Engineer -1/E-2 Division MBRRB, strictly as per the terms and conditions of the agreement.

**16. Details of Work :-**

- |   |    |                                |
|---|----|--------------------------------|
| a) Estimated cost put to tender                             | :- | <b>Rs. 9,80,784/-</b>          |
| b) Your tendered percentage accepted by Competent Authority | :- | <b>AT PAR</b>                  |
| c) Tendered amount including tender percentage              | :- | <b>Rs. 9,80,784/-</b>          |
| d) Stipulated Time limit for subjected work                 | :- | From 01/09/2025 to 31/08/2026. |
| e) Stipulated date of completion of work on or before       | :- | 31/08/2026                     |

17. Payment of the executed work will be made subject to availability of funds for this Division during prevailing financial year. While making payment preference will be given to the works which are in progress since previous financial year.
18. Structural repairs work should be attended on priority basis and non-structural items should be carried out only after completion of structural repair work of building & brought into safe conditions.
19. All the circulars, guidelines and G.R. issued by Gove. of Maharashtra & Authority will be binding on the agency.

20. All the terms & conditions mentioned in Administrative Approval & Technical Sanction should be followed strictly.
21. The work shall be done under strict supervision of Field Staff of Department.
22. You will not execute any un-approved / additional work unless & until the financial implications of the same on the A.A. cost are examined by the Deputy Engineer and thereafter the additional work is approved by the undersigned. so also you will not carry out any private work of any tenant / occupant in a building. materials to be used in the work shall be got tested at your cost prior to its use and reports shall be submitted to this office, prior to the submission of 1st R.A. bill.
23. Necessary registers shall be maintained properly during execution of works.
24. Stage wise photographs before starting & after completion of work should be taken & kept on record. Submit the same at the time of Bill.
25. Debris should be stacked in such manner so that it does not cause nuisance to public.
26. Work should be carried out with co-ordination of the tenants / occupants.
27. Precautionary measures should be taken to avoid any mishap of untoward incidents at site of work.
28. Salvage, if any, shall be kept on record & shall be deducted from Contractors bill.
29. You may quote the **Agreement No. B-1/SR/RC/06/E-2/Z3/2025-26**
30. The instructions mentioned in the B-1 Agreement and "General Conditions" of contract should be followed strictly during the execution of work.

Yours Sincerely,

*01/09/2025*  
*01/09/2025*  
Executive Engineer/E-2 ward  
M.B. R. & R. B. Mumbai-33

0/6  
Copy submitted to:-

1. The Deputy Chief Engineer (Zone-III) / M.B.R & R Board for favour of information, please.
2. The Deputy Chief Engineer /VQC/A for favour of information; please.

Copy f.w.c.s. to :-

1. The Assistant Accounts Officer/Zone III/M.B.R & R Board for information.
2. Copy to Deputy Engineer-I, for information and necessary action.
3. Executive Engineer / ICT Cell / Authority for information & to publish the same on Repair Board's page in MHADA's website as per Hon. Chief Officer, MBRRB's letter no. 6086, dated 11.07.2023 (sent by e-office)