



**DAWSON MODULAR**

## **SCOPE OF SERVICES, TERMS AND CONDITIONS**

### **Architectural Services**

- Preparation of design brief after discussing with the client.
- Design and site development.
- Sanitary, plumbing, drainage, water supply and sewerage design.
- Electrical, electronic, communication systems design.
- Periodic inspection and evaluation of construction works.

### **Schedule of Services**

- The Architect shall, after taking instructions from the Client, render the following services:

#### **Concept Design**

- Ascertain Client's requirements, examine site constraints & potential; and prepare a design brief for Client's approval
- Prepare conceptual designs with reference to requirements given and prepare rough estimate

#### **Preliminary Design and Drawings:**

- Modify the conceptual designs incorporating required changes and prepare the preliminary drawings, sketches, etc. for the Client's approval along with preliminary estimate of cost.

#### **Working Drawings and Tender Documents:**

- Prepare working drawings, specifications and schedule of quantities sufficient to prepare estimates.
- Prepare tender document and float the tender to get quotations from a few contractors and help the client in selecting the contractor.

#### **Construction:**

- Prepare and issue working drawings and details for proper execution of works during construction.
- Approve samples of various elements and components
- Prepare drawings for execution and issue the same to the contractor
- Make visits at regular intervals or as may be needed to the site
  - To inspect and evaluate the Construction Works.
  - To clarify and offer interpretation of the drawings/specifications.



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- To Ensure that the work at site proceeds in accordance with the contract documents/drawings
- To Ensure timely and quality works.
- Prepare and issue Certificate of payment for the contractor at different stages of the building as agreed upon in the contract.

### **Fees Structure:**

- The Client shall pay the Architects 5% of the total cost of the project as Architectural fees. The fee shall be paid in the manner as mentioned in the payment schedule below

### **Payment Schedule:**

We charge our clients 5% on the total cost of the project and the same shall be paid in the following manner.

1. 20% of the fee at the time of appointing us Dawson Modular (DM) as your architects.
2. 20% of the estimated fee after approval of concept drawings along with preliminary estimates.
3. 20% of the fees after completion of all working drawings and all drawings pertaining to the various specialized services and detailed estimates to the satisfaction of the client.
4. 30% of the fees in convenient installments as the building progresses, calculated based on the completed works.
5. Final 10% payment at completion of the building, and this amount shall be calculated based on actual cost.

**Site visit charges:** Apart from the above fees, the Architect or any of his representatives who visit your site in connection with the works shall be paid a sum of Rs.5000/- for every visit made. For site visits to the project site on work outside of Hyderabad, first class transport and accommodation shall be provided to any one representing the architect .

**Income Tax:** (TDS) shall be **deducted** at 10.5% from our bill amount and same shall be remitted and proof for the same should be furnished to us.

**GST** at the rate of 18% shall be borne by the client.

For Dawson Modular

J D Dawson