

**CENTRAL GOVERNMENT EMPLOYEES WELFARE HOUSING ORGANISATION**

(An autonomous organization under M/o Housing & Urban Poverty Alleviation)

Head Office : 6th Floor, 'A' Wing Janpath Bhawan New Delhi-110 001

Website : [www.cgewho.in](http://www.cgewho.in) : E-Mail : [cgewho@nic.in](mailto:cgewho@nic.in)

A-111/3

By Post

Date: 15-02-2017

To,  
The beneficiaries of Mohali (Phase-II) Housing Scheme.

Subject : Offer of possession in CGEWHO's Mohali (Phase-II) Hsg Scheme : reg.

Dear Beneficiary,

Please refer to CGEWHO's letter of even reference dated 7th September 2016, through which intimation of specific flat/floor allotment along with Car Parking {if applied}; was sent to all beneficiaries. The allotment was made through draw of lots on 30 & 31st July 2016 at Project Site by the Draw Committee in the presence of large number of beneficiaries with a prior intimation-cum-invitation to participate and witness the draw. The result of draw was web published in [www.cgewho.in](http://www.cgewho.in).

2(a). We are pleased to inform you that CGEWHO have applied for the 'Completion Certificate' after completing the works as required by the statutory authorities and have obtained electrical connection from Punjab State Power Corporation Ltd for energization of the complex. As per the request of Project Monitoring Committee members and to facilitate the beneficiaries to approach their respective departments / financial institution for the sanction of top-up loan / additional fund, final call-up letter along with the offer of possession is being issued to all the beneficiaries. However, the occupation of the flat be allowed only after receiving completion certificate from the statutory authority, which shall be intimated to you when CGEWHO receives completion certificate in due course. CGEWHO has already made an application to Municipal Council, Kharar, towards issuance of Completion Certificate.

(b) Beneficiaries of this scheme were updated and informed about the status and progress of the project regularly through individual letter No. A-506/6 dated 22/02/2012; followed by letter No.T-130/2 dated 28/11/2013 forwarding Technical Brochure with the "Option of Withdrawal" along with interest payment @6.5% on deposited amount & without any deduction of withdrawal charges.

(c) In addition, Monthly Progress Report of the Project were regularly web-published with photograph(s) and as well as sent by e-mail to individual beneficiaries, where e-mail ID is available on records.

(d) 3rd 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 31/01/14, 31/07/14 & 14/08/15 respectively adhering to self-financing & No-profit No-Loss concept.

(e) Further, meeting with Project Monitoring Committee (PMC) members; elected and formed amongst the beneficiaries; was held about the progress & related issue(s) on 29/11/2013, 29/04/2014, 22/11/2014, 11/04/2015, 31/08/2015, 07/04/2016 & 22/10/2016 and MoM were put on official website of cgewho i.e. [www.cgewho.in](http://www.cgewho.in) for information of all beneficiaries.

(f) CGEWHO has made the costing of the DUs based upon the actual expenditure incurred including labour cess and service tax in the project as well as balance expenditure estimated towards closure of the project. It is to inform you that the final costing is the same as intimated to the Project Monitoring Committee members, vide our letter no.T-130/1 dated 16.01.2015 and the overall increase in the project cost works out to 15.51%. The above cost includes all escalation, statutory levies etc. and other expenditure, but does not include any cost, that may have to be incurred by CGEWHO against any Court or Consumer case order(s); which if required shall be called at the appropriate time.

Continued on next page

3. The beneficiary needs to make the full payment as per final call-up notice in order to take physical possession of DUs for getting electricity connection and necessary interior work. The due date towards making the final payment shall be 31.05.2017. The procedure for taking over possession is explained in para 4 to 6 of this letter

4. 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.

**5. Procedure for taking over of dwelling unit:**

(a) Effect payment as per final call-up notice.

(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.

6. After you have paid the amount due and submitted the required documents, as mentioned under para 5(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, Mohali. This possession letter will entitle you to take possession of the flat from our Project Manager at Mohali 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 Mohali can be contacted at the under mentioned address:

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|---|--------------------|
| Shri Bant Singh – Project Manager<br>CGEWHO Housing Project (Mohali II)<br>Sunny Enclave Sector – 125, Kharar<br>Mohali – 140301 (Punjab) | (0) 9357303479 (M) |
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7. After taking physical possession, beneficiary will have to make application directly to PSPCL 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.

Annexue I, II & III

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

M K Maity  
Dy. Dir (Admn.)  
For Chief Executive Officer