

**CENTRAL GOVERNMENT EMPLOYEES WELFARE HOUSING ORGANISATION  
(CGEWHO)**

(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-520/1

By Post

Date: 19/07/2013

To,

**The beneficiaries of Bhubaneswar (Phase-I) Housing Scheme.**

Subject : **Offer of possession in CGEWHO's Bhubaneswar (Phase-I) Hsg Scheme: reg.**

Dear Beneficiary,

Please refer to our letter of even reference dated 25<sup>th</sup> May 2013, through which we have invited you to attend the draw of lots for allotment of specific flat/floor at Bhubaneswar. The draw of lots was attended by large no of beneficiaries there at Bhubaneswar on 07/06/2013 and the result was web published in website [www.cgewho.in](http://www.cgewho.in) and as well forwarded thr. mail to the beneficiaries where e-mail Ids are in our record.

2. We are pleased to inform you that the project has been completed and the flats/DUs are ready for possession. The project is having captive water supply system through bore wells and then treated in a treatment plant, afterwards the water shall be supplied to overhead tank, provided in each block at terrace, which are being connected to all DU(s). The project is also having a Sewerage treatment plant which is connected to Sewerage System. Electricity connections shall be provided to the individual Dwelling Units DU(s) by CESU (Central Electricity Supply Utility of Odisha) with individual metering and the beneficiaries are required to get connection directly from CESU Officer complying their formalities.

3. You are requested to make payments by **20th Sept 2013**, as called for, vide the enclosed final call-up letter of Finance D'te and take possession of the DU/flat & Parking, if allotted from the Project Manager by **29<sup>th</sup> Nov 2013**, Procedure for taking over the possession is explained in **Para-6 to 9** of this letter.

4. Cost of dwelling units has been worked out after taking into account escalation and known liability towards payments as on date, as well as estimated expenditure till completion of the project accounts.

5. Those who have availed HBA from Govt. Deptt. from his/er employer, as well as 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 relevant document to the concerned financial institution, from which the beneficiary had taken a loan against second mortgage. In case of beneficiaries who have availed 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 availed by them in the enclosed Annexure I so that necessary action can be taken at our end, accordingly.

6. **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>}.

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- (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.

7. 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 PIC at site office, Bhubaneswar. This *possession letter* will entitle you to take possession of the flat from our Project Incharge 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-6(b)(iv) above**}; submitted for the purpose and any proof for his identification. Please take note that *Possession Letter* will be issued only after receipt of the **full payment and documents**, as mentioned in **para-6 (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 Incharge at Bhubaneswar can be contacted at the under mentioned address:

<b>Shri V K Birah</b> Project-In-Charge, <b>CGEWHO Hsg Project</b> Phase-I, Begunia Barehi Near C.V. Raman College Bhubaneswar; (Odisha)	(0) 9040091205 (M)
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8. On reporting to the Project in charge with the possession letter, he shall show you the DU/flat allotted to you and in case there is any short fall or defects noticed the same shall be recorded and rectified and then it will be handed over to you within a period of 30 days. In case you do not take possession of the flat by **29<sup>th</sup> Nov 2013**, you will also be liable to pay to CGEWHO, overhead expenses towards maintenance and security at the following rates, after **29<sup>th</sup> Nov 2013** as per the CGEWHO Rules :-

**Type A DU- Rs.500/= Per month :: Type B DU- Rs.1500/=Per month**  
**Type C DU-Rs.2000/= Per month :: Type D DU- Rs. 3000/= Per month**

9. In case you fail to take possession of the flat within the maximum period of three months w.e.f. **29<sup>th</sup> Nov 2013**, the allotment of the flat is liable to be cancelled. In any case, in the event of a beneficiary failing to take physical possession of the flat within 12 months of issue of the final call up letter, in spite of having paid the maintenance charges as above, the possession shall be given by CGEWHO from Head Office only and not from the site office, on 'as is-where is' basis. In such cases, any request for repairs etc. will not be entertained.

Yours faithfully,

**Encl.**

Annexure I {<http://www.cgewho.in/ANNEXURE-I.pdf>}  
Annexure II {<http://www.cgewho.in/ANNEXURE-II.pdf>}  
& Annexure III {<http://www.cgewho.in/ANNEXURE-III.pdf>}

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

**N.B.** : Format of the annexure(s) are available in the "Download" section of our **website.cgewho.in**