

ECOS ASSOCIATION OF APARTMENT OWNERS

ECOS, Jatragachi, PS-Eco Park, PO-Ghuni, New town, Kolkata-700161

Registered under West Bengal Apartment Ownership Act, XVI of 1972

Registration No. 005272024 of 2024

Email: ecosassociation@gmail.com

Work Order No – WO/25-26/ECOSAAO/02

Date – 13th June 2025

To,
M/s S.S. Electric
Joy Gopal Roy Chowdhury Road,
Panihati, Kolkata – 700114, West Bengal, India.
Ph. No: (033) 2563-0312
GSTIN: 19EXAPS1402K1ZE

Sub: Main Gate Roller Change and bottom Rail leveling and height increasing.

Kind Attn. Mr. Sumit Sarkar,

Dear Sir,

We are pleased to inform you that you have been awarded the Work Order for main gate roller change and bottom rail levelling and height increasing at "The Ecos"

Sr. No.	Description	Qty.	Unit	Rate	GST	Rs.
1	Charges for maintenance of Gates (Main Gate & North (Gate) including the Servicing, Greasing / Oiling of Rollers /Wheels & Track Rails etc. Spares, if Required will be charges Extra	1	No.	16000.00	18%	16000.00
2	Charges for Alignment of Track Rails (If required) including taking out of Rails, aligning of base & re-fixing of Rails with proper leveling.	1	No.	24000.00	18%	24000.00
3	Increasing the height by about 2' adding all required hollow sections and fabricating those on top of existing gate including shifting of Gate moving guide on upper side of the gate.	1	No.	26400.00	18%	26400.00



Scope of Work:

- Inspect the current state of the gate rollers to identify any wear, damage or malfunction.
- Increase the height of the main gate while maintaining the existing design and aesthetic.
- Remove the existing damage or worn-out roller from the gate.
- Install new rollers, ensuring proper fit and alignment with the gate structure.
- Test the gate's movement after roller installation to ensure smooth and effortless operation.
- If necessary, use shims or other tools to correct the rail position.
- After leveling, test the gate for smooth opening and closing, ensuring that the rollers track properly within the rail.
- Confirm that the gate operates smoothly and there are no further issues for alignment and functionality.
- As per the telephonic discussion, no civil work is included in the work order. If civil work is required the associated costs will be borne by the vendor.

Terms & Conditions:

- All workers must wear appropriate PPE at all times, Including but not limited to safety gloves, goggles, steel toe boots, and high visibility vests.
- In case of elevated work, fall protection (such as harnesses) must be used.
- Conduct a pre-job safety assessment of the work area to identify and mitigate any potential hazards, including tripping hazards, electrical sources, or areas with poor visibility.
- Ensure all tools and equipment is in good working condition and use according to manufacturer instructions.
- Before started any work on the gate, disconnect and secure any power sources or automated mechanism connected to the gate system.
- All materials, including rollers and bottom rail components, must be handled carefully to prevent damage and injury.
- Conduct a final inspection of the gate and related system to confirm they are secure and functioning properly.
- Work must be completed within 15 days from the receiving of work order.
- Working hours must be 9:00 a.m. to 6:00 p.m. in presence of site in-charge, No worker will be allowed for night stay.
- No extra cost will be borne by client for the transportation, food, allowance, etc. of any manpower involved at site all need to be taken care by the Agency/Proprietor Only.
- Bill must be submitted after the refilling is done in presence of both vendor & site-in-charge after completion of work.
- Payment Terms 50% advance with work order and rest after complete the work.
- GST will be charged extra as applicable.

Thanking You,

Ecos Association of Apartment Owners



Authorized Signatory.

Accepted By,

S.S. Electric


S. S. ELECTRIC
Authorized Signatory.

Proprietor : SUBHAJIT SARKAR