

ANNEXURE - 1Scope of Work:

- A. The job work of Title Due Diligence to be followed by Successful Legal Consultant / Law Firm would involve the following steps:
- 1) Undertaking detailed title search exercise to reaffirm the ownership of the Land Parcel.
 - 2) Perusing all documents of Title and revenue records relating to the land parcels and confirm with certainty and conclusively whether the documents available are sufficient for lease.
 - 3) To inform if any other document is required for lease of land, the procedure for obtaining such document and assisting in obtaining the same.
 - 4) To confirm case of leasehold land, whether Doordarshan Kendra, Bengaluru/Prasar Bharati has the right to transfer the lease? If yes, then advise on what should be the fees paid to the lessor and documentation required.
 - 5) To inform whether 'Change of Land Use' (CLU) is permissible for the plot and if so what is the process, applicable fees and approximate timelines for the same.
 - 6) To carry out title search for last 30 years to establish no encumbrance. Searches to be caused to be conducted in the offices of the concerned Sub- Registrar (Local Revenue Authorities) in respect of the land parcels (henceforth called properties) through an independent search clerk and issuance of their Search Report. No-Encumbrance Certificate from State Government shall be obtained and provided by the consultant wherever it is in practice.
- B. To inform whether permission of State Government is specifically required before lease of land, especially in case of lands acquired through the Land Acquisition Act or allotted by the State Government on nomination basis or transferred to Doordarshan Kendra Bengaluru / Prasar Bharati by the Central/ State Government.
- 1) Perusing relevant papers & proceedings relating to the pending litigations, if any, in respect of the Properties
 - 2) Preparing and issuing Certificate of Title for the said Properties.
 - 3) Attending conference calls and meetings with Doordarshan Kendra Bengaluru / Prasar Bharati or other authorities in connection with the preparation of Certificate of Title for the said Property.
 - 4) Applying & obtaining the necessary EC for inclusion of the same in the LDD.
 - 5) Preparation of a draft Sale deed of land (for a hypothetical buyer), and providing details of all incidental expenses, registration charges, stamp duty etc. as applicable on date.
 - 6) All the documents referred above should be submitted in hard copy (4 copies in Original) as well as soft copy format.
 - 7) Time allowed for completion of work is 21 Days only and shall commence immediately next date after award of work.
 - 8) The rate quoted by the Agency shall be inclusive of applicable GST on material, service as well as on Works Contract Service as per GST Act 2017.
 - 9) Doordarshan Kendra Bengaluru / Prasar Bharati reserves the right to accept or reject whole or part of the work without assigning any reasons.
 - 10) Bill will be paid only on completion of work. The payment will be paid through online to the bank account through ECS/ EFT facility as per Doordarshan Kendra Bengaluru/ Prasar Bharati standard practice.
 - 11) You are also requested to start the work immediately in consultation with the concerned Director (E), Doordarshan Kendra, J.C. Nagar, Bengaluru (Mobile No. 94430 98456)

Dy. Director General (E)
Doordarshan, Bengaluru.