



Government of the National
Capital Territory of Delhi

THE REAL ESTATE REGULATORY AUTHORITY

National Capital Territory (NCT) of Delhi

RERA Guidelines No:RERA/NCTD/guidelines/4/2023

Dated: 20.07.2023

NOTIFICATION

In exercise of the powers conferred by section 37 of the Real Estate (Regulation & Development) Act, 2016 (16 of 2016), The Real Estate Regulatory Authority for National Capital Territory (NCT) of Delhi, hereby makes the following guidelines namely “The National Capital Territory of Delhi Real Estate (Regulation & Development) (Quarterly Progress Reports) Guidelines, 2023”.

CHAPTER I PRELIMINARY

1. Short Title and Commencement: (1) These guidelines may be called “The National Capital Territory of Delhi Real Estate (Regulation & Development) (Quarterly Progress Reports) Guidelines, 2023”.

(2) They shall come into with effect from 16.08.2023

2. Definition: (1) In these guidelines, unless the context otherwise requires;

- a. “Act” means the Real Estate (Regulation & Development) Act, 2016 (16 of 2016),
- b. "Apartment" whether called block, chamber, dwelling unit, flat, office, showroom, shop, godown, premises, suit, tenement, unit or by any other name, means a separate and self-contained part of any immovable property, including one or more rooms or enclosed spaces, located on one or more floors or any part thereof, in a building or on a plot, used or intended to be used for any residential or commercial use such as residence, office, shop, showroom or godown or for carrying any business, occupation, profession or trade, or for any other type of use ancillary to the purpose specified;
- c. “Authority” means the Real Estate Regulatory Authority, NCT of Delhi;

- d. "Due Date" means 15th day after the end of each financial quarter after the date of registration;
- e. "Guidelines" means guidelines issued by the Authority under section 37 of the Real Estate (Regulation and Development) Act, 2016;
- f. "Officer" means any officer or official or consultant engaged by the Authority;
- g. "Quarterly Progress Report or QPR" means quarterly report to be furnished by the promoter as per section 11 of the Real Estate (Regulation and Development) Act, 2016 read with rule 14 of the NCT of Delhi Real Estate (Regulation and Development) (General) Rules, 2016;
- h. "Rules" means the National Capital Territory of Delhi Real Estate (Regulation and Development) (General) Rules, 2016;
- i. "Section" means a section of the Act;
- j. "Website" means the official website of the Authority.

(2) Words and expressions used but not defined in these guidelines, but defined in the Act or the Rules, as the case may be, shall have the same meaning respectively as assigned to them in the Act or the Rules, as the case may be.

3. Purpose: These Guidelines are meant to prescribe the format and procedure for submission and verification of the Quarterly Progress Reports.

CHAPTER II

TIMELINES FOR SUBMISSION OF QUARTERLY PROGRESS REPORT (QPR)

4. Timeline for submission of QPRs: Every promoter shall upload the first QPR in the prescribed section of the project on the website of the Authority by the due date.

CHAPTER III

FORMAT AND MANNER FOR SUBMISSION AND VERIFICATION OF QUARTERLY PROGRESS REPORTS

5. Format and Manner of Submission: (1) Every promoter shall upload the QPR in the prescribed section of the project on the website of the Authority before the due date in the format attached to these guidelines as Annexure I.

(2) Every promoter shall also file a hard copy of QPR uploaded on the website, in the office of the Authority under acknowledgment within 15 days of the due date.

6. Processing fee: Each QPR shall be accompanied with a processing fee of Rs. 5000/- to be deposited in the account of the Authority.

7. Verification: the progress reported in QPR shall be correct and true. The Authority may verify the veracity of information submitted by the promoter in the QPRs by deputing any officer for checking the physical and financial progress and records of the project including the bank account. The Authority shall give a notice of at least 48 hrs before such inspection.

CHAPTER IV

PENALTY FOR LATE OR NON-SUBMISSION OF QUARTERLY PROGRESS REPORTS

8. Late submission of QPRs: The Authority may, in its discretion, allow late submission of QPR after considering the explanation given by the promoter, on an application accompanied by the late fee as prescribed below:

- a. submission after due date but on or before 30 days after due date: 10,000/-
- b. submission after 30 days of due date but on or before 60 days after due date: 25,000/-
- c. submission after 60 days of due date but on or before 90 days after due date: 50,000/-

9. Non-submission of QPR: A QPR not submitted to the Authority within 90 days of the due date, shall be considered as non-submitted.

CHAPTER V

PENALTY FOR NON SUBMISSION OF QPRs OR SUBMISSION OF DEFECTIVE QPR AND/ OR FALSE INFORMATION BY THE PROMOTER

10. Penalty for submission of defective QPR and / or submission of false information in QPR or non submission of QPR by the promoter:(1) The Authority may levy a penalty up to maximum prescribed under section 61 of the Act and / or revoke registration of project for non submission of QPR or submission of defective QPR or submission of false information in QPR.

Provided that, no penalty for defective submission or providing false information shall be levied or registration revoked unless an opportunity of being heard is given to the promoter.

(2) For the purposes of sub clause(1) above, a defective QPR shall be the one which is either not complete or is not accompanied by relevant / mandatory documents as mentioned in the Act.

CHAPTER VI MISCELLANEOUS

11. Interpretation of guidelines: If any doubt arises regarding interpretation of these guidelines, the decision of the Authority shall be final and binding on all concerned.

(Rakesh Kumar)
Deputy Secretary,
On behalf of the Real Estate Regulatory
Authority, NCT of Delhi

ANNEXURE I

Quarterly Progress Reports (QPRs) for quarter ending:

1. Name of the project:
2. Location of the project
3. Registration no. of the project:
4. Date of registration:
5. Last date of validity of registration:
6. Details of QPRs due and submitted since beginning:

Quarter ending Due on Submitted on

i.

ii.

iii.

7. Period of current QPR:
8. Details of Apartments, Plots and Parkings :
 - i. Apartments:

S. No.	Type of Apartment	Carpet Area	Total Apartments for Sale Towers/Block wise				Apartments sold till last quarter in all Towers/Blocks	Apartments sold during current quarter in all Towers/Blocks	Total apartments sold till end of quarter
			Tower/Block	Tower/Block	Tower/Block	Total			
1	2 BHK								
2	3 BHK								
3	4 BHK								

4	5 BHK/ Pent House/ Others								
	Total								

ii. Commercial Units/ Shops/ Godowns :

S. No.	Type	Carpet Area	Total Units/Shops Block/Tower wise				Total Units sold till last quarter	Units/ Shops sold during current quarter	Total Units/ Shops sold till end of quarter
			Tower 1	Tower 2	Tower 3	Total			
1									
2									
3									
	Total								

iii. Plot :

S. No.	Type/ Size	Total plots for sale	Plots sold till last quarter	Plots sold during current quarter	Total Plots sold
1					
2					
3					

iv. Open Parking :

S. No.	Type Open /Closed	Total Parking for sale	Garage/Parking sold till last quarter	Parking sold during current quarter	Total Parking sold
1					
2					

v. Closed Parking :

S. No.	Type Open /Closed	Total Parking for sale	Garage/Parking sold till last quarter	Parking sold during current quarter	Total Parking sold
1					
2					

9. Status of the project :

i. Status of construction of each block/ tower in percentage term :

S. No.	Block/ Tower No.	Percentage of construction completed	Photographs to be uploaded and enclosed also
1			

ii. Status of construction of each floor in percentage term:-

S. No.	Block / Tower No.	Floor No.			
1		I	II	III	IV etc.
2					

10. Status of construction of internal infrastructure roads, paths, street lighting, water supply line, sewer line, STP, parks and common areas in percentage term :

S. No.	Name of internal infrastructure/ common area	Percentage of completion
1	Roads/ Paths	
2	Sewer line	
3	Water supply line/ sewer line	
4	Street light	
5	Parks	
6	Swimming Pool	
7	Club	
8	Community Centre	
9	Open Parking	
10	Closed Parking	

11. Status of approvals received/Applied:

S. No.	Approvals	Received		Applied	
		Till previous quarter (✓)	During present Quarter (enclose copy) (✓)	Applied (✓)	Likely date of receipt
1	License or land use permission				
2	Building Sanction Plan				
3	Commencement Certificate from Competent Authority				
4	Authenticated copy of Site Plan or Site Map showing location and the project land				
5	Layout Plan of the Project or Phase thereof				
6	Layout plan of the whole project as sanctioned by the Competent Authority and other specification				
7	Floor plan of each Tower and Block including club house, amenities and common area				
8	Fire No Objection Certificate				

9	Permission from Water Department (DJB)				
10	Permission from Sewage Department (DJB)				
11	Permission of DPCC				
12	Environment Clearance				
13	Permission from DUAC				
14	Any other approval/permission (Please mention)				

12. Any deviation from the sanction building plan or layout plan.

13. Financial details

Total money collected from Allottees till end of last quarter and deposited in Project Master Area	Money deposited in Project RERA ESCROW Account till last quarter	Money withdraw from the RERA ESCROW Account till last quarter
Money collected from Allottees during the quarter	Money deposited in RERA ESCROW Account during the quarter	Money withdraw from the RERA ESCROW Account during the quarter
Total money collected from Allottees till end of quarter	Money deposited in RERA ESCROW Account till end of quarter	Money withdraw from the RERA ESCROW Account till end of quarter

Attach/ Upload:

S. No.	Documents required	Submitted (Yes/No)	Page No.	Remarks
1.	Architect Certificate			
2.	Engineer Certificate			
3.	Chartered Accountants Certificate			

14. Details of additional liabilities created/ loan raised during the quarter.

15. Details of liabilities extinguished/ loan repaid during the quarter.

16. Details of pending litigation relating to project or project land;

17. Estimated date for applying for the completion certificate.

18. Details of period (g) in which no work could not be carried out completely or partially along with reasons in following format:

S. No.	Period	Reason	Work Affects	Completely/Partially

19. Any other details/ the promoter may like to provide.

Date:

Signed by

Place:

Promoter
or
Authorized Representative

Name:

Designation: