Standard brief for Sample office in Supremus Projects

Objective

1. To showcase the Supremus product to clients and help bring to life the USPs compared to other projects (a sample office will be needed in each Supremus project with saleable value > 200 cr.)

Timing: To be ready along with the entrance lobby (see '*KCA timelines policy*')

Location: In actual building -

1. Ground or 1st floor (to avoid dependence on elevators)
2. If elevators is not a constraint, on a floor with refuge terrace.

What is to be ready along with the Sample office:

1. Entrance lobby
2. Common toilets on the floor
3. Floor lobby
4. Refuge terrace (if located on a refuge terrace level)

Requirements for inside the sample office:

1. Owner's cabin
2. Reception desk and waiting area for 1-2 people
3. Pantry
4. Owner's toilet (inside office or in core, as located)
5. Seating (cubicles or desks) such that no. of staff seats = saleable area of unit/100
6. 6-8 pax. Conference room (if feasible) with video conferencing facility
7. Design should be vastu compliant
8. Design should have some technology wow elements

Please note that:

a. These offices are generally sold bare shell and hence, the interior can be rich/plush (follow KCA costing norms)
b. The specific sample office will be sold 'as finished' and is to be marked as such in the allotment list (same practice as followed for sample flats which are located in the actual building)