

# **Frequently Asked Questions Regarding QPRs and other compliances for registered project**



**Based on**

**RERA Act 2016**

**Bihar Real Estate (Regulations and  
Development Rules, 2017)**

**&**

**Bihar Real Estate Regulatory Authority  
(General) Regulations, 2021**

**1Q. What is QPR?**

Ans. QPR stands for Quarterly Progress Report.

It is a system designed to monitor and evaluate the progress of a registered real estate project.

**2Q. Who is required to submit a QPR?**

Ans. All real estate developers and builders who have registered their projects with RERA are required to submit a Quarterly Progress Report (QPR) for every quarter.[Section 11 (1) of the RERA Act]

**3Q. Why is the Quarterly Progress Report important?**

Ans. The Quarterly Progress Report is important for transparency and accountability in the real estate sector. It helps the Authority and homebuyers to track the progress of projects and ensures that developers adhere to timelines and commitments and use of project funds for project only.

**4Q. How often is the QPR submitted?**

Ans. The frequency of QPR submissions is on Quarterly Basis.

Each Financial Year has been divided into 4 Quarters

- (i) Q1: Apr to Jun
- (ii) Q2 : Jul to Sep
- (iii) Q3 : Oct to Dec
- (iv) Q4 : Jan to Mar

**5Q. What information one needs to provide in the QPR?**

Ans. The QPR typically includes detailed information as listed below:

**(1) Particulars of Project :**

- (a)Name of promoter
- (b)Name of Co-promoter
- (c)Name of project
- (d)Project registration no.
- (e)Project registration valid up to
- (f)Starting date of project

(g) Type of project

(Residential/Commercial/Mixed/Plotted)

(h) Period of validity of map

(2) **Disclosure of sold/booked apartments :**

(a) No. of booked/allotted apartments

(b) No. of sold apartments

(3) **Details of sold/booked garages :**

(a) No. of booked/allotted garages

(b) No. of sold garages

(4) **Details of building approvals :**

(a) Environment NOC

(b) Fire NOC

(c) Airport Authority of India NOC

(5) **Construction progress of the Project :**

(a) Foundation work

(b) Basement

(c) Plinth work

(d) Slabs of superstructure

(e) Internal walls, Internal Plaster

(f) Sanitary fittings within the flats/premises

(g) Electrical fittings within the flats/premises

(h) Any other activities

(6) **Amenities and common area and external infrastructure development works**

(a) Internal Roads & Footpaths

(b) Water supply

(c) Sewerage Line (Internal & External)

(d) Landscaping & Other Amenities

(e) Energy Management

**(7) Geo Tagged and Dated Photograph of Project**

(a) Front Elevation, Rear Elevation & Side Elevation

**(8) Financial Progress of the Project**

(a) Cumulative Fund collected till the end of quarter

(b) Cumulative Expenditure done till the end of quarter

**(9) Details Of Mortgages or charge if any created**

**(10) Miscellaneous**

(a) Legal Cases

**(11) Percentage of work along with Milestone chart**

**6Q. How is the information in the QPR verified?**

Ans. The information provided in the QPR is subject to verification by the Real Estate Regulatory Authority to ensure accuracy and compliance with regulatory requirements. This may involve document scrutiny, and other forms of assessment.

**7Q. What are the consequences of non-compliance with QPR requirements?**

Ans. Non-compliance with QPR requirements would result in penalties imposed by the Real Estate Regulatory Authority, which may include fines and other disciplinary actions as outlined in the Regulations 8 (A) (5).

**8Q. How can consumers/ homebuyers access QPR information?**

Ans. Yes, QPR information is typically made available to the public through the RERA's project's webpage created on the website of the Authority.

Consumers can access QPR reports for registered real estate projects to review project status, performance, and compliance information.

Homebuyers can access these reports to track the progress of projects they have invested in and ensure transparency from developers.

**9Q. Can developers update QPR information after submission?**

Ans. Developers are not allowed to update QPR information after submission.

**10Q. Are there any resources available to help developers prepare QPRs?**

Ans. Yes, the Real Estate Regulatory Authority has provided guidelines, templates, and other resources to assist developers in preparing and submitting QPRs in accordance with regulatory requirements. Developers are encouraged to refer to these resources for guidance. (Form 7 which includes - Form A & Form B which are required while preparing QPR are available in the download section of the website (<https://rera.bihar.gov.in/?u=project-quarterly-progress-formats>)).

**11Q. What documents need to be submitted if a project gets Completed?**

Ans. As per Regulation 22-A of Bihar Real Estate Regulatory Authority (General) Regulations, 2021.

Promoters/Developers need to submit the following documents:-

- A) Authenticated copy of Completion Certificate submitted before competent Authority for issuance of the Occupancy certificate, including the notice submitted thereunder, in case Occupancy certificate is not issued.
- B) The Certificate of Chartered Accountant clearly indicating the total fund spent on the project.
- C) Current photograph of the project showing front, side and back elevation.
- D) Number of sale deed(s) executed from the share of the promoter.
- E) An Affidavit stating that the promoter has provided all the services as per the Agreement for Sale, prospectus and brochure and also mentions the number of complaint cases pending against the promoter in this Affidavit.

**12Q. What are the Duties of Promoters Beyond Completion of the Project?**

Ans. Promoters is responsible for formation of association of allottees within three months of the majority of allottees having booked their plot of flat in the project. The common areas would be handed over to the association of allottees.

**13Q. How can developers address questions or concerns about the QPR process?**

Ans. In case of any doubt vis-a-vis QPR, Promoters may send their query to email to [monitor.rera@gmail.com](mailto:monitor.rera@gmail.com)

**14Q What is completion Certificate and to whom it is submitted?**

Ans. Completion certificate is a document issued by the architect of the project concerned and they have to submit the notice of completion in FORM-XII to the **Competent authority** who had sanctioned the map.

**15Q What is Occupancy Certificate and who issue it ?**

Ans. Occupancy certificate is the certificate which declares that the building has been completed and the necessary requirements like Electricity, Water supply, Sanitary, etc are ready to use by the home owners/Home buyers of the respective project.

It is a certificate issued by Competent authority who had sanctioned the map.

**16Q What if a Competent authority does not issue occupancy Certificate after application of completion certificate is submitted to the competent authority?**

Ans. If the occupancy Certificate is not issued within 15 days, the Promoter shall submit a notice with an affidavit that the construction is strictly as per the approved plans and no dues in development charges or any other form of payment to be made to the authority are pending and all the conditions for issuing of occupancy permission are complied with.

In case of non-compliance of such notice within 7 days, the occupancy certificate will be deemed to have been granted.

**17Q What are the details to be published on website?**

Ans. As per Rule 16 of Bihar Real Estate(Regulation & Development) Rules,2017 Promoters need to update details of the promoter including the following, namely:-

- (i) promoter or group profile,-
- (ii) track record of the promoter
- (iii) litigations - Details of litigation in the past five years in relation to the real
- (iv) website : Compliance and registration, Apartment, plot & Garages related details.
- (v) consultants,- Details, including name and addresses, of contractors, architect, structural engineers and other persons concerned with the development of the real estate project.

Q17. What are the details to be published on website?

Ans. As per Rule 16 of Bihar Real Estate (Regulation & Development) Rules 2017, Promoters need to update details of the Promoter,the details of the Real estate project, financial details of the

Promoter, Updates and the details of Approvals, permissions, clearances and legal documents, which including the following:

- i) Promoter or group profile
- ii) Track record of the promoter
- iii) Litigations - Details of litigations in the past five years in relation to the real estate projects developed or being developed by the promoter
- iv) Website – **a)** weblink of the promoter  
b) weblink of the project
- v) Advertisement or prospectus issued in regard to the project
- vi) Compliance and registration – commencement certificate, sanctioned plan and details

of the registration granted by the authority

- vii) Apartment, plot and garages, parking areas related details– number, type, carpet area, balcony, terrace, open parking areas
- viii) Registered Agents – names and addresses
  - ix) Consultants – Details, including name and addresses, of contractors, architect structural engineers and other persons concerned with the development of the real estate project
- x) Location – The details of the location of the project
- xi) Development Plan – facilities, amenities, Gantt charts and the stage wise time schedule of completion of the project
- xii) Authenticated copy of PAN card and AADHAR card of the promoter
- xiii) Annual report, director's report, and auditor's report of the promoter
- xiv) List of number and types of apartments or plots, booked
  - xv) List of number garages booked
- xvi) Status of the project – construction of each building, each floor, internal infrastructure and common areas
- xvii) Status of approvals – approvals received, approvals applied, approvals to be applied and modifications, amendment, revisions, if any
- xviii) Approvals – Building sanctioned plan, site plan, layout plan, floor plans, fire NOC, Occupancy Certificate and Completion Certificate
- xix) Legal documents – proforma of application form, allotment letter, agreement for sale, conveyance deed, legal title deed, land title search report, details of encumbrances, development agreement, details of mortgage, contact details
- xx) Particulars in respect of Architecture and Design Standards, Type of construction technology,



earthquake resistant measures, amenities, facilities etc.

**18Q What is RERA'S Bank Account and how to operate it?**

Ans. Every Promoter have to open a bank account in the name of project in which the 70% of the amount realized for the real estate project from the allottees, from time to time shall be deposited in a separate account to be maintained in a scheduled bank to cover the cost of construction and the land cost and shall be used only for the construction purpose.

Provided also that the promoter shall get his accounts audited within 6 months after the end of every financial year by a chartered accountant in practice, and shall produce a statement of accounts duly certified and signed by such chartered accountant and it shall be verified during the audit that the amounts collected for a particular project have been utilised for the project and the withdrawal has been in compliance with the proportion to the percentage of completion of the project.

**19Q What is Display-Board of RERA and how does promoters comply with it?**

Ans. The promoter shall erect a weather proof display board of the minimum size of 5ft x 4ft at the project site with the information regarding the name and registration number of the project, date of registration, phases of the project, number of towers, number of stories (tower-wise) etc. in bold letter and legible language, so that the information may be visible throughout the season/year i.e till completion of the project.

The display board must be erected after RERA-registration.

**Q20. What are the Duties of Promoters beyond Completion of the Project?**

Ans. Promoters are responsible for formation of association of allottees within three months of the majority of allottees having booked their plot or flat in the project. The common areas would be handed over to the association of allottees.

The Promoter shall execute registered conveyance deed in favour of the allottees, hand over the physical possession of the plot, apartment of building, as the case may be, to the allottees. The Promoter shall hand-over the necessary documents and plans, including common areas to the association of the allottees or the competent authority, as the case may be, after obtaining the occupancy certificate.

In case of any structural defect or any other defect in workmanship, quality or provision of services or any other obligations of the promoter as per the agreement for sale relating to such development is brought to the notice of the promoter within a period of five years by the allottee from the date of handing over possession, it shall be the duty of the promoter to rectify such defects without further charge.

**Q21. What is completion certificate and to whom it is submitted?**

Ans. Completion certificate is a document issued by the architect of the project concerned, relating to the completion of the entire project certifying that the project has been developed according to the sanctioned plan, layout plan and specifications, as approved by the competent authority and they have to submit the notice of completion in Form – XII to the Competent authority who has sanctioned the map.

**Q22. What is Occupancy certificate and who issues it?**

Ans. Occupancy certificate is the certificate which declares that the building has been completed and relates to the occupation of the apartment/building, which has provision for civic infrastructure such as Water supply, sanitation and electricity etc. which are ready to use by the home buyers of the respective project and is habitable. It is a certificate issued by Competent authority who had sanctioned the map.

**Q23. When the Promoter will apply for extension of registration of project?**

Ans. At the time of registration the Promoter mentions the completion date. If due to any reason, the Promoter is unable to complete the project within that time, then he has to apply to RERA for getting the approval regarding extension of time to complete the project, by stating the reasons for delay and by submitting necessary documents and the requisite fees.

**Q24. Whether on non-submission of QPR, the promoter may be restricted from availing any other services from the Authority?**

Ans. Yes. In addition to penalty as propounded in Regulation 8 (A) (5) of Bihar RERA General Regulation, 2021, the promoter may be restricted from extensions etc. of the project till QPR is updated.

**Q25. What is the last date for the submission of the Annual report under rule 16(1)(C)(ii) of Bihar Real Estate (Regulation and Development) Rules, 2017 for the particular financial year on the website of the RERA, Bihar in his webpage?**

Ans. The promoter shall upload the annual report by 30th September of the succeeding financial year. In addition to the annual report, the promoter should also upload a statement of accounts of the project in Amended Form 4 issued in accordance with the third proviso to section 4(2)(l)(D) of the Act.

**Q26 What information should be mentioned on the display board installed at the project site of the RERA-approved project and what would be the size of the display board?**

Ans. The promoter shall erect a weatherproof Display Board of the minimum size of 5' x 4' at the project site with the information regarding the name and registration number of the project, date of registration, phases of the project, number of towers, number of stories (tower-wise), etc. in bold letter and legible language, so that the information may be visible throughout the season/year till the completion of the project. In addition to this information, the promoter should also put a **Barcode on the display board** provided by the RERA, Bihar after the issuance of the registration certificate.