

<<< INVOICE >>>

Buyer

M/S HCL Services Limited

E-4,5 Sector 11, Noida

Noida, Uttar Pradesh-201301

Original/ Duplicate

Invoice No P/16-17/R/375	Dated 22-Dec-16
Supplier's Ref	Other ref
Buyer's Order No 7000038030	Dated 26.06.2016

[illegible]

Company's PAN: **AADCP8401G**

Company's Service Tax No: AADCP8401G/ST/001

Company's VAT TIN **7310376031**

Company's CST No **7310376031**

01 JUL 2017

PROGRESSIVE INFOVISION PVT LTD

Authorized Signatory

Checklist – Overheads Bill Process

Region.....HO

Vendor Sap Code/Name:

BILLS MONTH OF Oct, Nov 2016 BILL NO. P/16-17/R/375 DATED.....
AMOUNT..... GL CODE..... COST CENTRE..... PROFIT CENTRE...3400

S.No.	Description	Tick			Remarks
		Yes	No	NA	
1.	Purchase order number.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.	Respective BUs/Enabling functions have submitted the original Bills.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.	Approval on bill has been given by Cost Center Manager / Project Head	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.	Original bill has been received from the user along with necessary Approvals and Challan / Receipt, proof attached.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.	Documents/Bill has been verified as per contract /agreement/PO	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6.	Agreement /Contract has been attached in Vendor Master for verification including copy PAN, Service TAX	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7.	Freight i.e. Finished goods/Spares/Documents, verified as per contract/Agreement by the Store In charge/ Admin. Also verified the weight measurements for finished goods (as per SAP SDC)/spares.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8.	TDS applicability has been checked with its percentage.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9.	Security & House Keeping Expense - Bill verified as per contract/Agreement and also attached the copy of the previous month ESI, PF and P.Tax challan (If applicable)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

We certified that all above points have been verified and cleared the bills as per contract/agreement without any deviation.

Verified By/ Signature

Verified By Functional Head

Verified by HR

Signature:

Signature:

Name:

Name:

Name: Vijay CR

Emp. Code

Emp.Code:

Emp.Code - 11011845

Mobile No:

(Invoice Signed by Ved Prakash Behalf of Vijay CR)

Approval Mail Attached

Note: Payments approve behalf of the Project Manager

HCL Confidential

Page 1 of 1

Swachh Bharat Cess	0.50% (Non-Recoverable)			
Krishi Kalyan Cess.	0.50% (Recoverable)			
SS80001	Overhead Expenses 18-9-2016 to 30-6-2017	5,000.000	1.00	5,000.00
Service Tax				21,261.52
Swachh Bharat Cess				759.34
Krishi Kalyan Cess.				759.34
Net Value :				174,648.20
Total PO Value (in words): ONE LAKH SEVENTY FOUR THOUSAND SIX HUNDRED FORTY EIGHT Rupees TWENTY Paise ONLY				
HCL SERVICES LTD.				



HCL SERVICES LTD. (Formerly known as HCL Care Ltd.)
(A subsidiary of HCL INFOSYSTEMS LTD.)

PROGRESSIVE INFOVISION PVT. LTD.
208-209,2ND FLOOR,
110075 NEW DELHI,DELHI
INDIA

PURCHASE ORDER

PO NO 7000038030
PO Date 26-Sep-16
Version #/ Date 00000001 / 24.04.2017
PO Currency INR
Purch.Org SERS
PO Validity 18-Sep-16 to 31-Dec-17

Bill to Address

HCL SERVICES LTD.
C/O WHEEL INDIA SCmpl,16A,17,17A,A-
WING
2FIR,RAJ INDL,MILITRY RD,MAROL,
ANDHERI-E
400059 MUMBAI,MAHARASHTRA
INDIA

PAN : AADCH0303D
CST : 27951017780
TIN : 27951017780
ECC :

Ship to Address

HCL SERVICES LTD.
C/O WHEEL INDIA SCmpl,16A,17,17A,
A-WING
2FIR,RAJ INDL,MILITRY RD,MAROL,
ANDHERI-E
400059 MUMBAI,MAHARASHTRA
INDIA

PAN : AADCH0303D
CST : 27951017780
TIN : 27951017780

Vendor Details

Vendor Code: 109505
TIN/VAT:
PAN : AADCP8401G
LST/CST: 07310376031 / 07310376031
ECC :

Your Contact

Tele: 011-47404740
Fax:
Our Contact
SUDARSAN
Tele: 9711140500
Fax:
SUDARSAN@HCL.COM

Dear Sir/Madam,
Please supply the following material/service as per spec mentioned below

Item	Material Code	Description	Qty	Unit	Unit Price	Total Price
10	Manpower Hiring Ch	Manpower Hiring Charges Sept'16 - Jun'17	1	AU	146,868.00	146,868.00
		One Resource from 18-09-16 to 30-06-17				
		Salary/month - 15569.00				
		Service Tax 14.00% (Recoverable)				
		Swachh Bharat Cess 0.50% (Non-Recoverable)				
		Krishi Kalyan Cess. 0.50% (Recoverable)				
	SS80001	Hiring Charges from 18.09.16 - 30.09.16	1.000		6,747.00	6,747.00
	SS80001	Hiring Charges from 01.10.16 - 30.06.17	9.000		15,569.00	140,121.00
20	Overhead Expenses	Overhead Expenses	1	AU	5,000.00	5,000.00
		No. of resources : 1 No.				
		Claim Amount : 500/- per month				
		Period : 18-9-2016 to 30-6-2017				
		Service Tax 14.00% (Recoverable)				
		Swachh Bharat Cess 0.50% (Non-Recoverable)				
		Krishi Kalyan Cess. 0.50% (Recoverable)				
	SS80001	Overhead Expenses 18-9-2016 to 30-6-2017	5,000.000		1.00	5,000.00
		Service Tax				21,261.52
		Swachh Bharat Cess				759.34
		Krishi Kalyan Cess.				759.34
		Net Value :				174,648.20

Total PO Value (in words): ONE LAKH SEVENTY FOUR THOUSAND SIX HUNDRED FORTY EIGHT Rupees TWENTY Paise ONLY

HCL SERVICES LTD.

Online Approved By : Onkar Chand Thakur Date / Time : 27.04.2017/17:49:13

Authorized Signatory

HCL Registered Office Address: 806,Siddartha,96,Nehru Place,NewDelhi-110019,India.

From: Palash Saha [mailto:palash.saha@hcl.com]
Sent: Thursday, December 22, 2016 12:57 PM
To: 'Anirban Debnath'; 'hrm'
Cc: 'Tanvi'
Subject: RE: Convenience of October and November

Approved.

Regards,
Palash Saha
Area CE Manager
HCL Services Ltd.
(A subsidiary of HCL INFOSYSTEMS LTD.)
1st Floor, Monal Tower, Dispur.
Near Dispur SBI branch
Guwahati 781006
Mob +91-9748478795
www.hclservices.in
www.hclinfosystems.com

HCL

From: Anirban Debnath [mailto:anirban.debnath4@gmail.com]
Sent: Thursday, December 22, 2016 12:41 PM
To: Palash Saha; hrm
Cc: Tanvi
Subject: Convenience of October and November

Dear Palash Sir,

Please approve my convenience(mobile bill) for the month of October and November.

Thanks and Regards

Anirban Debnath
RBI Agartala
Contact no. 7085055468

END AMPR

The contents of this e-mail and any attachments are confidential and intended for the named recipient(s) only. Confidential transmission is not guaranteed to be secure or error free as information could be intercepted, corrupted, lost, destroyed, arrive late or incomplete, or may contain viruses in transmission. The sender and its contents (with or without referred errors) shall therefore not attach any liability on the originator or HCL or its affiliates. Views or opinions, if any, presented in this email are solely those of the author and may not necessarily reflect the views or opinions of HCL or its affiliates. Any form of reproduction, dissemination, copying, disclosure, modification or publication of this message without the prior written consent of authorized representative of HCL is strictly prohibited. If you have received this email in error please delete it and notify the sender immediately before opening any email and/or attachments. Please inform them for a name and other details.

Please submit this online along with your time sheet, at the end of the month for Supervisor approval. All supportings, duly approved by supervisor should be submitted to your Staffing Agency to claim the same from HCL on or before 24th

Date	Mode	Time (Early / Late) Holiday	Amount	Purpose	From	To	Kms Travelled	Call number
9th December 2016	Cash		207.00	mobile bill	8th November 2016	7th December 2016		7085055468
9th November 2016	Cash		191.47	mobile bill	8th October 2016	7th November 2016		7085055468
		Total	398.47					

STAFF WELFARE EARLY / LATE DETAILS

Date	Time (Early / Late) Holiday	Amount (Early / Late) Holiday	Bill Details (To be enclosed)	Purpose / Name of Persons	Number of Persons
	Total	0.00			

NOTE:

Supervisor to approve expenses based on HCL approved rates in the respective Geography

Contractor to check with his supervisor on the rates

to other mobile	0.3/min	0.5/min	national roaming	0.25/msg	0.38/msg
to landline	0.5/min	0.5/min	international	5.00/msg	5.00/msg
to airtel cug	0/min	0.5/min	Special SMS Discounted tariff	local-0.30/msg,national-0.30/ msg.isd-3.00/msg	
video call	0.05/sec	0.05/sec			
For Roaming and ISD tariff details, visit www.airtel.in			Data conversion : 1MB = 1,024KB ; 1GB=1,024MB/1,048,576KB		



MOBILE SERVICES



Mr Anirban Debnath

Hcl Infosystel Ltd

205

Mbb College Road

Agartala

Agartala 799004

TRI

Landmark :



7085055468

1208445209

To update your e-mail id, SMS EMAIL <email id> to 121

Airtel number

7085055468

Relationship number

1208445209

Bill number

732826188

Bill date

09-Dec-2016

Bill period

08-Nov-2016 to 07-Dec-2016

Pay by date

27-Dec-2016

Credit limit

₹ 3,600.00

Security deposit

₹ 0.00

To get Itemized bill free of cost for any of the last 11 bill Invoices, SMS EBILL <email id> <month> to 121 (toll-free) for e.g ebill abc@yahoo.com jan

YOUR ACCOUNT SUMMARY

Previous balance		194.94
Payments	-	194.00
Adjustments	-	0.00
Late payment fee	+	0.00
This month's charges	+	207.00
Amount due till		
27-Dec-2016	=	207.94
Amount due after		
27-Dec-2016		207.94

THIS MONTH'S CHARGES

	amount(₹)
Monthly rentals	150.00
Usage	30.00
One time charges	0.00
Taxes	27.00
Total (₹)	207.00

Service tax registration no. AAACH1766PST003 under Category TELECOMMUNICATION SERVICE

FREE INCOMING CALLS ON INTERNATIONAL ROAMING.

ALSO ENJOY 3GB DATA.

airtel.in/IR

Tariff Details

Call rates	Local(₹)	STD(₹)	SMS rates	Local(₹)	National(₹)
to airtel mobile	0.1/min	0.5/min	local/national	1.00/msg	1.50/msg
to other mobile	0.3/min	0.5/min	national roaming	0.25/msg	0.38/msg
to landline	0.5/min	0.5/min	international	5.00/msg	5.00/msg
to airtel cug	0/min	0.5/min	Special SMS Discounted tariff	local-0.30/msg,national-0.30/ msg.isd-3.00/msg	
video call	0.05/sec	0.05/sec			
For Roaming and ISD tariff details, visit www.airtel.in			Data conversion : 1MB = 1.024KB ; 1GB=1.024MB/1.048.576KB		



Airtel number 7085055468

Bill number 732826188

Relationship number 1208445209

Amount due 207.94

For cheque/dd/pay order, payment should be in favour of "Airtel mobile no. 7085055468"

Signature & stamp

This is an electronically generated statement and does not require any signature

Mr Anirban Debnath

Hcl Infosystel Ltd

205

Mbb College Road

Agartala

Agartala 799004

TRI

Landmark :



7085055468

1208445209

To update your e-mail id, SMS EMAIL <email id> to 121

Airtel number

7085055468

Relationship number

1208445209

Bill number

686939644

Bill date

09-Nov-2016

Bill period

08-Oct-2016 to 07-Nov-2016

Pay by date

27-Nov-2016

Credit limit

₹3,600.00

Security deposit

₹0.00

To get Itemized bill free of cost for any of the last 11 bill invoices, SMS EBILL <email id> <month> to 121 (toll-free) for e.g ebill abc@yahoo.com jan

YOUR ACCOUNT SUMMARY

Previous balance		203.47
Payments	-	200.00
Adjustments	-	0.00
Late payment fee	+	0.00
This month's charges	+	191.47
Amount due till		
27-Nov-2016	=	194.94
Amount due after		
27-Nov-2016		194.94

THIS MONTH'S CHARGES

	amount(₹)
Monthly rentals	150.00
Usage	16.50
One time charges	0.00
Taxes	24.97
Total (₹)	191.47

Service tax registration no. AAACH1766PST003 under Category TELECOMMUNICATION SERVICE



WE OPENED UP OUR NETWORK.
YOU MADE IT BETTER.

airtel.in/opennetwork

open NETWORK

Tariff Details

Call rates	Local(₹)	STD(₹)	SMS rates	Local(₹)	National(₹)
to airtel mobile	0.1/min	0.5/min	local/national	1.00/msg	1.50/msg
to other mobile	0.3/min	0.5/min	national roaming	0.25/msg	0.38/msg
to landline	0.5/min	0.5/min	international	5.00/msg	5.00/msg
to airtel cug	0/min	0.5/min	Special SMS Discounted tariff	local-0.30/msg,national-0.30/ msg.isd-3.00/msg	
video call	0.05/sec	0.05/sec			
For Roaming and ISD tariff details, visit www.airtel.in			Data conversion : 1MB = 1,024KB ; 1GB = 1,024MB/1,048,576KB		



Airtel number 7085055468

Bill number 686939644

Relationship number 1208445209

Amount due 194.94

For cheque/dd/pay order, payment should be in favour of "Airtel mobile no. 7085055468"

Signature & stamp

This is an electronically generated statement and does not require any signature