# RENT ALPHA PRIVATE LIMITED

Unit 501, Wing D, Lotus Corporate Park, Western Exp. Highway, Goregaon (E), Mumbai - 400063

Ph: +91 22 6173 7600; CIN No: U71210MH2013PTC250247; Email: accounts@rentalpha.com

#### **PURCHASE ORDER**

Date: 05-Jul-2018

PR Ref No .: Rent Alpha/HUL/OOH/PR #688

PO No .: HUL/2018-2019/00149

Tejas Impex Pvt Ltd FF7, 1st Floor, KSSIDC Building, 10th Main Road, Peenya 3rd Stage, Bangalore Bangalore Karnataka

Ref: Purchase Requisition / Purchase Indent No Rent Alpha/ HUL /OOH /PR #688 dated 2018-07-05 issued by Hindustan Uniliver Ltd

Dear Sir / Madam,

With reference to Master Rental Agreement dated 01-Jan-1970and the above mentioned purchase requisition received from Hindustan Uniliver Ltdwe are pleased to place the following order on behalf of Hindustan Uniliver Ltd

Currency: INR

Equipment	Qty	Unit Rate	Total
As per Asset Annexure	As per Asset Annexure	As per Asset Annexure	823500

Prices:

As mentioned above.

Taxes:

As mentioned above.

Delivery:

15.07.18

Warranty:

(As per vendor Condition)

Others:

Order No: 1472 GTM-Delhi

**Payment Terms and Conditions:** 

21 days from date of invoice

Note:

GST Extra As Applicable

## The following documents will also have to be submitted:

- a. 2 Original Invoices certified by CLIENT for payment. The invoices should
  - Be a Tax Invoice wherever applicable and should be raised state wise and should have acknowledgement of CLIENT for receipt
    of goods.
  - Bear a unique serial number.
  - Clearly indicate suppliers address, GSTIN (from where the billing is being done), PAN No.
  - Indicate applicable billing address and GSTIN of Rent Alpha Private Limited.
  - Complete name and delivery address of CLIENT
  - Show amounts split in to Tax amount and Basic amount.
  - Scanned copy of Final Invoice to be provided to Rent Alpha Private Limited as soon as billing is done by Supplier so that Purchases are recorded accurately for Sales Tax purposes
- Delivery challan, Copy of Lorry Receipt / Copy of Courier Proof of Dispatch, installation report duly acknowledged by client. The above has to be provided in all cases. For interiors, BOM duly certified by CLIENT.
- c. In case of Import transactions (excluding delivery to SEZ/STPI/EPCG units), Rent Alpha Pvt Ltd should be marked in all relevant documents as the importer (Example- Bill of Entry, Copy of Airway bill / Bill of Lading, IGST Challan, TR6 challan for proof of payment of customs duty etc). Rent Alpha's IE Code No 0313086249 should be clearly given in all relevant documentation. Client name should be mentioned under Marks and Nos. In case of Foreign Vendor Invoice, Bill To and Consignee should be mentioned as Rent Alpha Pvt Ltd. and Client should be mentioned as Notify Party.Rent Alphas GSTIN as mentioned in Annexure 1 below should be mentioned at the time of clearance of goods from customs. Clearance from customs will be done by CLIENT who will pay the IGST under Rent Alpha's GSTIN.
- d. For generation of E-Waybill, please note the following:

- It will be vendor's responsibility to issue E-way bill & delivery Challan mentioning Rent Alpha Pvt. Ltd. as "Bill To" party with Rent Alpha Pvt. Ltd. address and GSTIN as mentioned in Annexure 1 below and Client name, address and GSTIN to be mentioned as "Ship To" party before starting movement of goods from its location. Vendor to send a copy of invoice and generated e-waybill & delivery challan to Rent Alpha at the email id's mentioned in the below table.
- generated e-waybill & delivery challan to Rent Alpha at the email id's mentioned in the below table.

   If the vendor wants Rent Alpha to issue E-waybill & delivery Challan, vendor must request Rent Alpha team members on the below email id's to issue the same and provide a copy of invoice at the same time for further issuance of e-waybill and delivery challan by Rent Alpha in favour of lessee.

Contact Person	e-mail ID	Contact Details
Mr. Sanjay Shudra	ewaybill@rentalpha.com	7977772126

#### CLIENT: Hindustan Uniliver Ltd

### Annexure 1

Description	Delivery Address	Delivery State	Bill To Address	Bill To state
As Per Asset Annexure	HINDUSTAN UNILEVER LIMITED, C/O Eco leaf engineers Pvt Ltd S 4/12,Ground Floor, Old Mahavir Nagar, (Near Mangla Hospital) New Delhi – 110 018, India. Contact Person: Mr Amit / Pravesh GSTIN: 07AAECE2965P1Z3		Ground Floor - Part B, H. No. 6/2, Pratap Enclave, Mohan Garden, Near Gurudwara Road, Uttam Nagar, New Delhi - 110059 GSTIN No:07AAGCR6775C1Z7 Place of Supply: Delhi	Delhi

#### Annexure 2

Delivery State	Delivery Address	Asset Description	Quantity	Total
Delhi	HINDUSTAN UNILEVER LIMITED, C/O Eco leaf engineers Pvt Ltd S 4/12,Ground Floor, Old Mahavir Nagar, (Near Mangla Hospital) New Delhi – 110 018, India. Contact Person: Mr Amit / Pravesh GSTIN: 07AAECE2965P1Z3	Bru Gold Vending Machine	25	823500

For Rent Alpha Pvt, Ltd.

Authorized Signatory