

SPECIAL ECONOMIC ZONE

SEEPZ-SEZ.

AGENDA

Meeting of the Unit Approval Committee of Special Economic Zone for IT/ITES of HGP Community Pvt. Ltd. - SEZ.

VENUE : Conference Hall, BFC Building, 2nd Floor, Behind the Office of the Development Commissioner, SEEPZ-SEZ, Andheri (East), Mumbai - 400 096.

DATE : Friday, 25th January, 2019

Meeting of the Unit Approval Committee of Special Economic Zone for IT/ITES of HGP Community Pvt. Ltd. - SEZ under the Chairmanship of Development Commissioner, SEEPZ-SEZ on Friday, 25th January, 2019.

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Agenda Item No.	Subject
Agenda Item No. 01 : -	Confirmation of minutes of the meeting held on 27.09.2018
Agenda Item No. 02 : -	Application for Additional List of Services – M/s. Apollo India Services LLP.
Agenda Item No. 03 : -	Application for Default List of Services – M/s. Apollo India Services LLP.

Minutes of the 36th Meeting of the Approval Committee held under the Chairmanship of Development Commissioner for Sector Specific Special Economic Zone for IT/ITES Conference Hall, BFC Building, 2nd Floor, SEEPZ-SEZ, Andheri (E), Mumbai - 400 096 held on 27.09.2018

1. Name of the SEZ : M/s. HGP Community Pvt. Ltd.-
SEZ (Formerly, M/s. Hiranandani Builders-
SEZ).
2. Sector : IT/ITES.
3. Meeting no : 36th
4. Date : 27.09.2018

Members Present:

1. Shri. V.P. Shukla : Member
Jt. Development Commissioner
SEEPZ-SEZ
2. Shri. Rajeev Kesarwani : Nominee of Commissioner of Income Tax
Jt. Commissioner Mumbai
3. Shri. B. S. Mangat : Nominee of the Commissioner of GST
Deputy Commissioner (Service Tax)
4. Shri. Jai Pal : Nominee of the Additional DGFT,
Deputy DGFT Mumbai
5. Shri. M. H. Hingorani : Nominee of Commissioner of Customs.
Asstt. Commissioner Customs Mumbai
6. Shri. Uday Yadav : Nominee of MPCB, Mumbai.
Field Officer

Special Invitee:-

1. Shri. Pravin Chandra : Jt. Development Commissioner
(Pune-Cluster)

Agenda Item No. 1: Confirmation of Minutes of the 35th meeting held on 28.06.2018.

The Minutes of the 35th Meeting held on 28.06.2018 were confirmed.

Agenda Item No. 02: Approval of setting up of New Unit M/s. Apollo India Services LLP. in M/s. HGP Community Pvt. Ltd.-SEZ.

After deliberation, the Committee approved the proposal of M/s. Apollo India Services LLP for setting up of a new unit at 3rd Floor (Part), Unit No. 301/A & 301/B, Kensington, HGP Community Pvt. Ltd.-SEZ, Powai, Mumbai - 400 076, envisaging FOB value of exports of Rs. 53104.81 Lakhs, FE outgo of Rs. 848.37 Lakhs and NFE of Rs. 52256.44 Lakhs over a period of 5 years with employment generation of 248 (150 Men & 98 Women) for IT/ITES subject to condition that the applicant company shall submit the Term Sheet and Agreement for Cost of Markup before issue of LOA.

Agenda Item No. 03: Proposal of M/s. GPRO Services India Pvt. Ltd. for Monitoring Performance of the unit over a period of 5 years i.e. 2014-15 & 2018-19

After deliberation, the Committee noted the Monitoring Performance of M/s. GPRO Services India Pvt. Ltd. at HGP Community Pvt. Ltd.-SEZ in terms of Rule 54 of SEZ Rules, 2006 for the Period of 5 years i.e. 2014-15 to 2018-19. The unit has achieved **positive NFE of Rs. 14507.00** on cumulative basis subject to submission of following details:

1. Details of DTA Sale
2. Reason for excess Import
3. Bond Value
4. Specified Officer report

Agenda Item No. 04: Proposal of M/s. Nomura Services India Pvt. Ltd. for Monitoring Performance of the unit over a period of 1 years i.e. 2017-18

After deliberation, the Committee noted the Monitoring Performance of M/s. Nomura Services India Pvt. Ltd. at HGP Community Pvt. Ltd.-SEZ in terms of Rule 54 of SEZ Rules, 2006 for the Period of 1 year i.e. 2017-18. The unit has achieved **positive NFE of Rs. 36539.13** on cumulative basis subject to submission of Condonation Letter from RBI for non realization of export proceed.

Meeting ended with the vote of thanks to the Chair.



**Chairperson-cum-
Development Commissioner**

**GOVERNMENT OF INDIA
OFFICE OF THE DEVELOPMENT COMMISSIONER,
SEEPZ SPECIAL ECONOMIC ZONE,
ANDHERI (EAST), MUMBAI**

**AGENDA NOTE FOR CONSIDERATION OF UNIT APPROVAL
COMMITTEE**

a) Proposal: -

Application for Additional list of Service required for Authorized Operations of – M/s. Apollo India Services LLP. (HGP - SEZ).

b) Specific Issue on which decision of UAC is required:

Additional List of Services required for authorized operations

Sr. No	List of Approved Services	Justification
1	Business and Management Consultant's Services	Such professional services are required from various consultants for day to day operations of their SEZ unit such as SEZ Consultancy Services, Other taxation advisory etc. Further said services are not covered under management maintenance or repair services approved under default list of services as prescribed by Ministry of Commerce & Industry.
2	Club or Association Service	Such services are required in relation to be avail membership of EPCES or any other business / industries association.
3	Event Management Services (Within SEZ only)	Such services are required in relation to availing services from event management service provider for conducting events, clients visit within SEZ and expo within SEZ only.
4	Foreign Exchange Broker service	Such services are required for obtaining / conversion of foreign exchange, which is required to be paid to employees travelling abroad for official purpose of SEZ Unit.

c) Relevant Provisions:

In terms of Rule 10 of SEZ Rules, 2006.

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d) Other Information:

M/s. Apollo India Services LLP. (HGP-SEZ) has been granted Letter of Approval vide this office letter No. **SEEPZ-SEZ/NEW-SEZ/HIRA-SEZ/26/2018-19/25933**, Dated **29.10.2018** for setting up of a SEZ Unit No. 301/A and 301/B, 3rd Part Floor, Kensington Wing A, HGP Community Pvt. Ltd. – SEZ, Powai, Mumbai – 400 076 - for Information Technology And Information Technology Enabled Services. The LOA is valid up to 28.10.2019.

e) ADC Recommendation:

The proposal of the unit for Additional list of Service in terms of Rule 10 of SEZ Rules, 2006 is placed before the Approval Committee Meeting for consideration.



December 11th, 2018

To,
The Development Commissioner
SEEPZ Special Economic Zone
Andheri (E), Mumbai-400096
Maharashtra.

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Sub: Application for Approval of Additional list of services required in relation to the Authorized Operation for our SEZ Unit.

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Ref: Letter of Approval No. SEEPZ-SEZ/NEW SEZ/HIRASEZ/26/2018-19/25933
Dated: 29/10/2018
2. SEZ Online Request ID: 421800308252

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Dear Sir,

With reference to the above, which requires a list of specified services for authorized operations for unit needs to be approved by Unit approval committee for availing exemption from payment of GST on services availed for Authorized Operations.

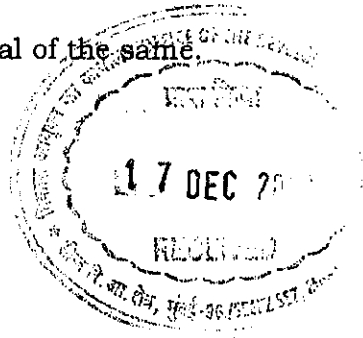
In this backdrop, we hereby request your good office to kindly grant us an approval for additional lists of services required for Authorized operations as required for our SEZ Unit located at **Unit no. 301/A and 301/B, 3rd Part floor, Kensington Wing A, HGP Community Pvt Ltd - SEZ, Powai, Mumbai - 400076.**

List of Additional Services is enclosed herewith as Annexure-I.

Kindly acknowledge the receipt and grant us an approval of the same.

Thanking you,

For Apollo India Services LLP



APOLLO INDIA SERVICES LLP

Regd. Office: G1/19 Grand Hyatt Hotel, Mumbai,
Vakola, Santacruz East, Mumbai- 400 055



Annexure-I
Additional List of Services required for authorized operations

Sr No.	List of Approved Services	Justification
1	Business and Management consultant's services.	Such professional services are required from various consultants for day to day operations of our SEZ unit such as SEZ Consultancy services, Other taxation advisory etc. Further said services are not covered under management maintenance or repair services approved under default list of services as prescribed by ministry of commerce & industry.
2	Club or association service	Such services are required in relation to be avail membership of EPCES or any other business/industries association
3	Event Management Services (Within SEZ only)	Such services are required in relation to availing services from event management service provider for conducting events, client visits within SEZ and expo within SEZ only.
4	Foreign Exchange Broker service	Such services are required for obtaining/conversion of foreign exchange, which is required to be paid to employees travelling abroad for official purpose of SEZ Unit

Thanking you,

For Apollo India Services LLP



APOLLO INDIA SERVICES LLP

Regd. Office: G1/19 Grand Hyatt Hotel, Mumbai,
Vakola, Santacruz East, Mumbai- 400 055

**GOVERNMENT OF INDIA
OFFICE OF THE DEVELOPMENT COMMISSIONER,
SEEPZ SPECIAL ECONOMIC ZONE,
ANDHERI (EAST), MUMBAI

**AGENDA NOTE FOR CONSIDERATION OF UNIT APPROVAL
COMMITTEE**

a) Proposal: -

Application for default list of services required for Authorized Operations of – M/s. Apollo India Services LLP – (HGP-SEZ)

b) Specific Issue on which decision of UAC is required:

The following service is covered under default list of authorized operations. However, are not directly related to the authorized operations.

Sr. No.	MOC&I approved default List of Services No.	Default List of Service.	Justification
12	12	Commercial & Industrial Construction Services	Required for Interior fit out works of our SEZ premises.
38	38	Packing activity services	Said services are required for packaging and movement of goods from one place to another.
43	43	Site Formation & Clearance, excavation earth moving	Such services are required for clearance of waste material from site, debris etc
57	57	Construction Services	Such services are required for Construction Activity

c) Relevant Provisions:

In terms of Rule 10 of SEZ Rules, 2006 & MoC&I vide letter No. F.No. D.12/19/2013-SEZ, dated 02.01.2018.

d) Other Information:

M/s. Apollo India Services LLP. (HGP-SEZ) has been granted Letter of Approval vide this office letter No. **SEEPZ-SEZ/NEW-SEZ/HIRA-SEZ/26/2018-19/25933, Dated 29.10.2018** for setting up of a SEZ Unit No. 301/A and 301/B, 3rd Part Floor, Kensington Wing A, HGP Community Pvt. Ltd. - SEZ, Powai, Mumbai - 400 076 - for Information Technology And Information Technology Enabled Services. The LOA is valid up to 28.10.2019.

e) ADC Recommendation:

- Matter is examined & said services are not related to their authorized operation. Hence, this issue is put up before UAC for consideration.

APOLLO

October 30, 2018

**To,
The Development Commissioner
SEEPZ Special Economic Zone
Andheri (E), Mumbai-400096
Maharashtra**

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Subject: Request for approval of default list of Specified services required for Authorized Operation as per ST- Notification No. 12/2013 dated 01.07.2013 and MOCI Instruction No. 79

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Ref. : 1. Letter of Approval No. SEEPZ-SEZ/NEW SEZ/HIRASEZ/26/2018-19/25933 Dated: 29/10/2018
2. SEZ Online Request ID: 421800283096

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Dear Sir,

With reference to the above and taking references from S.T Notification No. 12/2013 dated 01.07.2013, which requires a list of specified services for authorized operations for unit at **Unit no. 301/A and 301/B, 3rd Part floor, Kensington Wing A, HGP Community Pvt Ltd - SEZ, Powai, Mumbai - 400076**, needs to be approved by Unit approval committee for availing exemption from payment of service tax as per ST-Notification No. 12/2013 dated 01.07.2013.

In this backdrop, we hereby request your good office to kindly grant us an approval for default lists of specified services required for Authorized operations as required under ST-Notification No. 12/2013 dated 01.07.2013 as per annexure for our SEZ Unit.

For Apollo India Services LLP


**Utsav Bajjal
Designated Partner**



APOLLO INDIA SERVICES LLP

Regd. Office: G1/19 Grand Hyatt Hotel, Mumbai,
Vakola, Santacruz East, Mumbai- 400 055

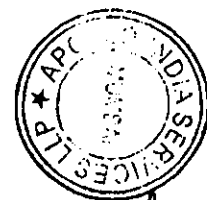
Default List of Services approved by Department of Commerce

Sr No.	List of Approved Services	Justification
1	Airport Authority Services	Such services are provided by Airport Authority of India in relation to handling of cargos etc for material landed at Airports which are under the control and supervision of Airport Authority of India (AAI).
2	Architect Services	These services are provided by Professional Architects who are registered under section 23 of the Architects Act, 1972 in respect of advice at the preliminary stage of initial sketches, specifications and drawing of plans and consist of providing detailed drawings, approval of the drawings from the concerned Authorities, supervision at each stage of our construction/fitout work and till the point when the final completion is done.
3	Asset Management Services	Required for managing our investment made out of the reserves of our SEZ Unit.
4	Advertising Agency Services	Required for promotion of service offerings through Internet, Print and other media for Authorized operations.
5	Airport Services	These services are provided in an airport by a person authorized by it, or any other person having charge of management of Airport in relation to handling of cargos, landing charges, parking and housing charges etc, which will be charged in case of imports of goods through Air by us for our Authorized operations.
6	Banking & Other Financial Services	Such services required for availing banking services, Loans, funding and other banking related services for our SEZ.
7	Business Exhibition Services	Such services are required for taking part in any exhibition or Expo for showcasing our services.
8	Cargo Handling Services	These services are required for loading, unloading, packing or unpacking of cargo and includes cargo handling services provided for freight in special containers or for non-containerized freight, services provided by a container freight terminal or nay other freight terminal, for all modes of transport in relation of goods procured by us for Authorized operations.
9	Chartered Accountant Services	For availing professional accounting, auditing and other services from qualified Chartered Accountants.
10	Cleaning Activity Services	For cleaning and housekeeping of our SEZ premises.
11	Clearing & Forwarding agents Services	Services provided by any person who is engaged in providing any service, either directly or indirectly, connected with the clearing and forwarding operations in any manner to any other person and includes a consignment agent in relation to import consignment clearance for our Authorized operations.



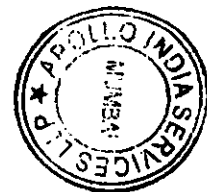
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12	Commercial or Industrial Construction Services	Required for Interior fit out works of our SEZ premises.
13	Company Secretary Services	Required for handling company law related matters.
14	Computer Network Services	Required for execution of LAN networking and other networking for our SEZ premises.
15	Consulting Engineer's Services	Such services are required for overall management of the project during fitout work, including negotiations with vendors, BOQ finalization etc and are rendered by any professionally qualified engineer or any body corporate or any other firm who, either directly or indirectly, renders any advice, consultancy or technical assistance in any manner.
16	Cost Accountants Services	For handing cost audit and other costing related matters.
17	Courier Services	For sending couriers from our SEZ.
18	Credit rating agency services	Such services are required in relation to getting the credit rating done for our SEZ in order to avail funding from various financial institutions.
19	Custom house agent services	Such services are required for customs clearance of our imported goods from port of landing and SEZ and are provided by Licensed Customs Brokers who are authorized to perform such activity.
20	Commercial training & coaching services	Said services are required in relation to conducting and organizing training, coaching, seminars etc for our employees at SEZ location.
21	Convention Services	For organizing conventions and seminars for knowledge development of our SEZ employees.
22	Copyright Services	Such services are required for obtaining copyright for our contents, products etc.
23	Design Services	These services are required for preparation of designs like furniture designs and layout, aesthetic designs, logos, 3D designs of our office premises, websites, corporate identity designs, graphics etc which are in relation to our Authorized operations.
24	Development & supply of content services	This service is required for development and digital contents, video clippings for our authorized operations.
25	Erection, commission & installation services	Required for electrical fittings, HVAC etc in our SEZ.
26	General Insurance business services	Required for Insurance of Computers, office assets etc
27	Goods transport agency services	Said services are required for transportation of goods from one location to another.
28	Information Technology Software services	For availing software and other support services in relation to various software packages for our SEZ.
29	Interior decorator services	Such services are required in relation to planning, advice, consultancy, design, technical assistance and beautification of our office premises and can be provided by any person other than Registered Architect.
30	Internet communication services	For availing internet and



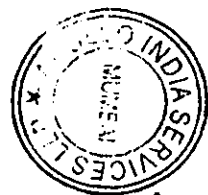
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		Telecommunication services for our SEZ authorized operations.
31	Intellectual property services	Required in relation to obtaining copyright, patent and trademarks for our SEZ and brand.
32	Legal consultancy services	These services would be required in connection with Drafting of any legal document, replies to any Government department queries, representation before any authority, legal guidance on any critical matter etc for authorized operation.
33	Management, maintenance or repair services	For AMC, Repair and maintenance of our equipment's, fixtures and other allied accessories installed in our SEZ premises.
34	Manpower recruitment & supply agency services	Requirement for hiring employees, Housekeeping manpower etc
35	Market research agency services	For availing services of service providers for conducting market research activities for authorized operations.
36	Other port services	Such services are provided by other ports i.e. minor ports in India for handling and storage of goods at such port and are required by us in relation to our Imported consignment for Authorized operations
37	Outdoor caterer services	For providing Food facility to staff employed in SEZ Premises for authorized operation, as we are in ITES services catering to various foreign clients, thus require round the clock food facility to be made available for staff.
38	Packing activity services	Said services are required for packaging and movement of goods from one place to another.
39	Port services	Such services are provided by major ports in India for handling and storage of goods at such port and are required by us in relation to our Imported consignment for Authorized operations
40	Processing & clearing house services	Such services are required for processing of our investment, clearance through settlement commission etc.
41	Renting of immovable property services	These services are required in connection to immovable property taken on lease from SEZ Developer for authorized operation
42	Security agency services	For deputing security guards in our SEZ premises.
43	Site Formation & Clearance, excavation earth moving	Such service are required for clearance of waste material from site, debris etc
44	Storage & warehousing services	These services would be required in relation storage or warehousing of goods, etc after clearance of goods from Port during and after the development of our SEZ project.
45	Supply of tangible goods	For hiring of tangible goods on rent basis such as DG sets, welding machine etc, Computers, printers etc.
46	Survey & map making services	Such services are required for conducting survey and master plan for interior fitout works or any other developmental activities.
47	Scientific or technical consultancy	For availing technical and other services



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	services	required in relation to servers, technical equipment's etc.
48	Sound recording studio or agency services	Sound recording services are required developing an audio clip for customer support, product demo or LLP profile in an audio mode for our SEZ activities.
49	Technical inspection & certification	Required during interior fitout works while taking over handover of facility to ensure no technical problems are there in any of the equipment.
50	Technical Testing & analysis services	Such services are required in relation to physical, chemical, biological or any other scientific testing or analysis of information technology software or any immovable property, but does not include any testing or analysis service provided in relation to human beings or animals and are provided by any agency or person engaged in performance of such services.
51	Telecommunication services	Required for telecom facility in our SEZ.
52	Transport of goods by Air services	For procurement of goods through Air Cargo.
53	Transport of goods by Rail services	For transportation of goods through Railways for Authorized operations.
54	Transport of goods by Road services	Said services are required in relation to transportation of goods by road required for authorized operations.
55	Works contract services	For various types of contracts required during Interior fitout and day to day maintenance contracts with material.
56	Transport of goods services	Such services are required for transportation of goods procured for authorized operations.
57	Construction Services	Such services are required for Construction Activity.
58	On-line information & database access services	Such services are required for purchasing customer database, research reports through online portals etc.
59	SEZ Online service	Such services are required for availing services related to SEZ Online.
60	Rent a cab service	Such services are required for hiring services of Rent a cab operator for transportation of our employees to work place.
61	Air Travel Agent Services	Such services are required for booking Air tickets for travelling to our client space through Air
62	Rail Travel Agent Services	Such services are required for booking rail tickets for travelling to our client space through rail
63	Travel Agent's Services	Such services are required for booking tickets/ vehicles for travelling to our client space.
64	Business Support Services	Such services are required for obtaining support services on account of marketing of our business, data entry, etc from outside vendors for authorized operations
65	Transport Passengers by Air Services	Such services are required for exemption for payment of excess charges at the time of travel by Air.
66	Accommodation Services	Such services are required for accommodation at hotels



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