

Subject: Clarification on expenses related to Greens Towers and N Square Life Sciences LLP.

Key words: Greens Towers, N Square, expenses.

1. Despite clear instructions given earlier there is a great deal of confusion related to booking of expenses in these companies.
2. Whenever purchase, accountants, engineers are unsure about where to book the expense or make Pos/Wos, payments they must seek clarification from Soham.
3. The broad guideline is given below.
4. The purpose of assigning maintenance charges to N Square Life Sciences LLP (NSQ) is:
 - 4.1. The CAM (common area maintenance) shall be taken up in NSQ for all AMTZ projects.
 - 4.2. The CAM for initial period of Greens Towers shall be taken up by NSQ.
 - 4.3. In both the cases only expenditure that can be later claimed from potential tenants or AltF are to be booked in NSQ.
 - 4.4. Do not book any capital expenditure in NSQ. Only some maintenance equipment can be purchased in NSQ. Those too must be sold to service providers as per SOP.
5. The purpose of bifurcating expenses related to renovation and fitouts of Greens Towers between RJK, SJK, HGPL (JRPL), VCPL (SRPL) is as under:
 - 5.1. RJK and SJK have no active business and expect for renovation work – limited to civil work, all expenses must be booked in HGPL/VCPL. As per IT rules 30% exemption on rent is available for repairs and maintenance. Additional expenditure on repairs and maintenance is not deductible as expense. Therefore, the expenditure in RJK/SJK to be kept to the minimum.
 - 5.2. Entire fitouts, expenditure + MEP expenditure must be taken up in HGPL/VCPL. This includes all items which are movable (equipment). HGPL/VCPL can claim input tax credit on GST which can be off set against its income. Further, depreciation on this expenditure is also available.
6. Details of bifurcation of expenditure related to the renovation expenses of Green Towers is as follows:
 - 6.1. RJK - All civil works + leak proofing of Greens Towers.
 - 6.2. SJK - All works related to immovable property not covered by RJK, including ACP + structural glazing and minor finishing works like tiles, painting, etc.
 - 6.3. HGPL upgrade of HVAC, lifts and PHE. See if lift invoices can be raised in favor of HGPL.
 - 6.4. VCPL upgrade of electric power supply infra, firefighting equipment, FAS and MEP related items not covered by HGPL.
 - 6.5. MEP for this purpose shall be limited to high side works.
 - 6.6. Any other equipment or MEP works related expenses to be paid from HGPL or VCPL.
 - 6.7. Furniture and fit-outs of Green Towers - for Alt-F - The entire expenditure to be borne by HGPL and VCPL. The division of expenses between HGPL and VCPL shall be decided as and when POs and WOs are issued.

7. All expenses related to CAM charges should be paid from N Square Life Sciences LLP as under:
- 7.1. Purchase of equipment like roots cleaning machines, deep cleaning machine, blowers, aquatech machine, etc., used for housekeeping – these equipment should be eventually sold to service provider.
 - 7.2. Purchase of pipes, sprinklers, lawn movers, gardening tools, etc., used for gardening.
 - 7.3. Consumables like detergents, mops, brooms, rakes, cobweb removers, torchlights, etc.
 - 7.4. Basic toolkit consisting of hammer drills, hammers, spanner, screwdriver, 30mtr tape, 15mtr tape, toolbox, etc.
 - 7.5. Repairs and maintenance and replacement of above machinery and tools.
 - 7.6. Salaries of maintenance staff, housekeeping, gardening and security services.
 - 7.7. Admin expenses including conveyance related to the above.
 - 7.8. Common area utility charges, electricity bills + water supply charges.
 - 7.9. Diesel and water tanker.
 - 7.10. AMC of lifts, generators, etc.
 - 7.11. Minor repairs and maintenance cost.
 - 7.12. However, in case of Greens Towers all AMCs must be paid from HGPL or VCPL, respectively.
 - 7.13. These costs to be borne by N Square Life Science LLP from:
 - 7.13.1. AMTZ 801 – 1st Oct, 2025
 - 7.13.2. AMTZ 4554 – 1st Jan, 2026.
 - 7.13.3. Greens Towers – 1st Dec, 2025.

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