



**TAPAN FORCE**  
**TAPAN INDUSTRIES (Automobile Division)**  
 Plot Nos. 14 - 17 & 40 - 47, Industrial Area Shoghi Shimla-173219  
 Registered Office Address:  
 Late Sh. Murari Lal Goyal Complex-1, Shamlach, Barog Bye Pass, Solan - 173 211 (H.P)  
 Universal Access No. 1860-180-0072, E-mail. : admin@tapan.industries

**PROFORMA INVOICE FOR NEW VEHICLE**  
 Customer Copy

Sr. No. 224

Date: 25-12-2021

Name of Customer: Rotary Club Manali

Address: Manali, HP

Tel.: (Off.) 9871001007 (Res.) 9805011208 Email: rotarymanali@gmail.com (Mobile) 9816043027

Price of One Force Motors	
TAMB 3350WB Fm 2.6CR BSVI (10HP) ACPS ABS AISI 2S	
Type D	
(A) Cost of vehicle : 2686935	Scheme as/if applicable
(B) Handling Charges : 10000	(K) Exchange Bonus (Amount to be deducted in invoice but to be held back till cleared from FML) —
(C) Temp. Registration charges : 2000	(L) Cash discount/Value of adv. scheme —
(D) Fast Tag : —	(M) Any other Scheme : —
(E) IMT insurance : 25000 (Approx)	(N) Total value of scheme to reduced in invoice (K+L+M) —
(F) Add on in insurance : —	(O) Old Vehicle Exchange Value to be adjusted in account —
(G) Basic Accessories : —	(P) Net Value to pay (J-N-O) 2750097 H.C - 10000
(H) TCS (if applicable) : 26862	Net Payable: → 2740097
(I) VTS Activation/ VTS device : —	(Q) Amount which shall be retained at the time of delivery and to be released through cheque after clearance from FML for scheme(L+M)
Total J = (A to I) 2750097	

PAYMENTS TERMS.: (i) Demand Draft in favour of Tapan Industries payable at SOLAN ONLY (ii) RTGS Transfer -  
 (a) YES BANK A/C No. 00916370000217 (IFSC CODE YESB0000223)  
 In case of finance, delivery order shall be taken and separate terms & conditions shall be applicable. (Please consult finance section)

- No cash payment shall be entertained by any of our executive. Cash can be submitted to cashier who shall issue computerized receipt. In absence of computerized receipt issued by cashier, no claim shall be entertained.
- TCS @ 0.75% Shall be charge on vehicle net amounting to Rs. 10,00,000/- (Rupees Ten Lakhs) or more.
- Proforma invoice is issued on our request as per detail given through telephonic conversation/walk-in-into showroom/attending road shows and are presumed to be correct. Provision of this proforma invoice shall permit us to contact you telephonically/through SMS to provide any future charges, terms & conditions and also to know the delivery schedule.
- Please contact Mr./Ms. Devinder Kumar (9882200472, 7018280491) for any further details.

TERMS AND CONDITIONS OF BOOKING AND SALES OVERLEAF ON THE BACK SIDE

Prepared By: <u>Nidhi</u>	Checked By: <u>SJS</u>
Name: <u>Nidhi (7807900372)</u>	Name: <u>Sumankant (8091700574)</u>

# TERMS AND CONDITIONS OF BOOKING AND SALES

1. Equipments, specifications and price are inclusive of GST and are subject to change without notice Price and statutory levies prevailing at the time of Invoice shall be applicable and not at the time of booking.

2. The Vehicles which are standing in stock are normal vehicles and the vehicles which are slow moving or the vehicles of slow moving colours shall be treated as special ordered vehicles. The availability of normal vehicle shall be intimated at the time of booking. If the vehicle is in stock it shall be booked with an amount of RS.10,000/- minimum and the vehicle in stock will be kept on hold for a maximum period of 5 days, in which the full and final payment has to be made. If a customer does not make payment of the balance amount within the specified time frame, the car will be allocated to the next customer on the delivery order list. Depending on the date the customer chooses to make this balance payment, the customer's delivery order number will change and it shall be on the next delivery order list, meaning that the next available vehicle of that variant and colour shall be delivered to this customer. For the special ordered vehicles which are not in stock, the booking amount shall be at list Rs.75,000/- minimum initially. All the vehicles booked under the second option shall be delivered only on receipt from HML, no change of model, variant, colour request shall be entertained and the booking shall not be cancelled and no amount shall be refunded. The booked vehicle has to be lifted within three months of booking, if the vehicle is readily available otherwise the booking should be cancelled within three months, else the amount shall be forfeited. Booking is non transferable and can not be adjusted in any other sale of relatives/friend nor in any other sale Accessories/Service/Insurance.

3. Booking cancellation charges shall be Rs.3,000/- assist of stationary and other articles and if request for cancellation is given, amount after deducting Rs.3,000/-+ GST shall be refunded through A/c payees cheque only. The original receipt of payment is compulsory to be deposited along with the booking cancellation request otherwise no request shall be entertained. Notice of cancellation should be sent to Tapan Industries together with the original customer copy of the Force Motors vehicle Order Form and original payment receipt. Except where the vehicle has been dispatched by the manufacturer prior to the receipt of cancellation request from the customer. Tapan Industries shall process the refund as expeditiously as possible. Once cancelled customer order cannot be re-instated at the same delivery order number. In the case of financed orders, cancellation request shall be sent to Tapan Industries through the financing entity and refunds shall be made by Tapan Industries to the concerned financing entity only.

4. Deliveries shall be strictly as per priority list from FORCE MOTORS LTD.

5. Vehicle after billing goes through online registration process and therefore it shall be billed and delivered only after the receipt of full payment of the vehicle. If the payment is made through cheque, the vehicle shall be billed but only be delivered after realization of the cheque. In case the customer is getting the vehicle financed from any nationalized bank or finance company, and requires the vehicle urgently, the customer shall submit a valid delivery order from the bank/finance company to us and a valid cheque of his account and then only the vehicle shall be delivered to the customer against that cheque. The said cheque shall be not be presented in the bank till seven days and if the payment is not submitted by the customer from the financier/bank, the said cheque shall be presented for clearance. In that case, we shall charge advance delivery charges and shall also take a finance undertaking from the customer, that the customer shall be responsible for getting our money cleared from the finance company/bank within seven days of delivery to the customer, otherwise the cheque given by the customer against which the vehicle was billed but put on hold shall be presented to the bank and customer shall pay delay charges applicable from time to time for the day the vehicle is being driven by the customer and the amount outstanding towards the customer without any resistance. In such a case, we shall also hold back all the vehicle registration documents, service Booklet and key for which the customer shall not object. These held documents shall be released to the customer only after clearance of account with us along with delay payment charges, if any. In case the financing is facilitated even through us and in case the same is rejected by the finance company, we shall not be held responsible as finance is done by the bank/finance company to the customer based on his credit worthiness and not by us and the entire amount is to be paid by the customer to us.

6. For all amounts deposited by the customer between the booking date and invoice date, we shall issue the customer receipts of the amount and those receipts shall have to be compulsorily deposited with us at the time of invoicing. If receipts are not deposited the amount shall not be adjusted in the invoice. If any person wants to make payment from the account of any of his family members/friends/relatives in such a case PAN number of both the persons must be given and notarised affidavits of both the person shall be taken stating that the payment is made for the said vehicle and the person making the payment shall not claim it back.

7. Corporate/Loyalty discount and H-PROMISE discount (only through H-PROMISE) offered by FML from time to time, if applicable, shall be given after it is received from FORCE MOTORS LIMITED. After submission of all the papers by the customer which shall be forwarded to FML for processing and after the amount is credited in our account by FML we shall issue the cheque for the same. These amounts shall be reduced in the price of the vehicle but the said amount shall be put on hold till it is cleared from FML.

8. All documents as required shall have to be deposited before the vehicle is billed to the customer. Copy of PAN Card/ Form 60 and proof of billing address is mandatory for billing vehicle and only on receipt of such documents the vehicle shall be delivered.

9. All the documentation and billing shall be done as per the details provided by the customer in this booking order form and no request to change any details shall be entertained once the billing process is complete. The customer is requested to kindly read all instructions and terms & conditions before filling the details. Kindly ensure that no cutting is done while filling the details as we shall not accept any disputes after the billing is done. If any cutting is there in the order booking form, kindly fill a fresh form which we shall provide without objection.

10. No vehicle shall be delivered without insurance details are provided to us as it is statutory obligation to ensure vehicle is insured before leaving the dealership. If the vehicle insurance is not done through us, the cash-less facility during claim shall not be provided.

11. For all schemes/discounts offered by us, the value of the schemes/discount shall be reduced from the Ex-showroom price of the vehicle and the vehicle shall be billed at the reduced price. To settle the accounts we shall provide vouchers and bills to the items offered in the schemes separately and the customer shall have no objection to it.

12. If the customer have intended to claim in the order booking form and the customers are eligible for Corporate, H-Promise or Loyalty Schemes as applicable at the time of billing of vehicle offered by FML from time to time for select customers, the customer shall have to submit the requisite documents as required FML within stipulated time given by FML which shall be explained at the time of delivery of the vehicle to the customer. If the papers are not received by us in time we shall not be able to forward them and shall not be liable to pay any claim. The claim are also subject to acceptance by FML.

13. The customer is requested to opt one choice for a particular variant only. In case of any subsequent change in either colour preference or variant, the old - delivery number shall case and a new delivery order number shall be allotted. Order for only Force Motors vehicle can be made per form, the customer can order more than one Force Motors vehicle using a Separate form for each car ordered.

14. The registration of the vehicle shall be at the sole discretion of the registration authority of the state governments where the customer intend to get the vehicle registered and we shall not be responsible if the registering authority refuses to register the vehicle.

15. The terms & conditions and the information filled by the customer shall be binding upon customer's legal heirs, executors, legal representatives, administrators, successors and assigns as the case may be.

16. The vehicle shall be delivered to the original owner or to the person who has filled the order booking form after matching the signature. If the original owner wants booking or delivery through the authorised agent, then an authority letter shall be required. No delivery or any refund shall be made to any other person without the authority letter.

17. The orders are transferrable by the customer to a nominee only who shall be in blood relation.

18. With in the existing government guidelines FML and its dealer reserve the right to deliver cars to customer at their discretion and priority even if such customer orders are not on a seniority of payment basis.

19. Delivery will be given on same day to the customers, if the customer reaches the dealership on/ before 4 o'clock. Otherwise, car shall be delivered on next working day.

20. Delivery date indicated is tentative only and is subject to "Force Majeure" condition and the receipts & realization of full payment Tapan Industries. The term "Force Majeure" means circumstance which are unusual, unforeseeable and are beyond the control of Force Motors Limited and/or Tapan Industries, the consequences of which could not have been avoided even if all due care had been exercised including but not limited to acts of god, war or threat of war, riot, strike, hostilities, political unrest, govt. action, industrial dispute, natural or other disasters, nuclear incidents, terrorist activity, sabotage, blockage, embargo, weather conditions, transport strike, fire, flood, typhoon, tempest, drought, short supply of labour, fuel, raw material or manufactured produce, or otherwise preventing or hindering the manufacture or delivery of the car and all similar events beyond the control of Force Motors Limited and/or Tapan Industries.

21. The customers are advised to quote their delivery order number and the date there of any enquiry regarding the delivery position.

22. All disputes shall be subject to Solan jurisdiction only.

I have carefully read the terms and conditions printed above and instructions overleaf in the order booking form and agree to all of them and confirm to abide by them and shall not object to them during or after the course of booking and delivery of the vehicle intend to buy from M/s Tapan Industries.  
All the details provided by me in the order booking form are correct and nothing has been concealed there in.