



VELSS CORPORATION PTE LTD

DAILY DILIGENCE MEETING – 29TH MARCH 2025

PROJECTS

Tender / Upcoming

1. The science centre's spare parts quotation from the sub-con is pending, and the target is to submit it before 25th March 2025. - Will send it again to the boss for approval.- Check today and submit it tomorrow. -Submission Done
2. Changi Terminal 1 & 2 - tender submission done - pending tender award approval. -Submission Done
3. YJ International – meeting with contract manager – pending meeting confirmation. - Mr. Krish will push Mani -No update from Mr. Mani
4. Alpina Holdings – We sent them the new email regarding the LOA because they never accepted our quotation after the discussion in the meeting. -Prepare for file case (Mr. Krish & Mr. Anubhav)
5. Talk to Mr Moorthy about the new project. (Mr. Krish) -Pending
6. MV Fan and VRF Quotation. - Submit Today by 03.00 pm -monitor waiting for VRF quotation. -Saddam Will Call the Supplier. -The person in charge of this quotation wasn't at the office
7. Bosh Dayone Data Centre at Jalan Buroh - ACMV System. Submit by 03/04/2025 -Ongoing.

	8. Mr. Krish Spoke to Mr. Allam , Another Construction company boss, to get some project. meeting is after hari raya
Ongoing	1. GR hotel - on track 2. Tengah garden C7 – on track 3. Changi Air Base – C12 - on track . -This Week finish
Pending completion	1. Shield Plus - Desmond; sprinkler project at Klint Cairnhill – pending payment at April end. -follow up -01 April will follow up on the payment certificate 2. Vinjoe - C12, Changi Airbase – pending certification on 17 th March 2025 [Anubhav] – waiting for a sign from Mr Ryner -Already email today. - Vinjoe will send the signed copy to Mr Anubhav -follow up of the payment certificate. 2A. Gali Batu balance or most of the payment end of March 3. Alerston Technologies - pending payment; 8 th March completed, 4 th April – pushing for payment- PC02 Done, -PC04 Submit on 26th march- PC04 Submitted 4. DLF Engineering – supply manpower, 8 th March, pending payment [Saddam] - follow-up by Krish as no response to Saddam - Send email to them already. Send a reminder weekly - send again reminder no. 2 -Send reminder 26 March -2nd reminder done. 3rd Reminder on April

ACCOUNTS

Supplier list	Singapore Suppliers list updated. 2. Check with JB Suppliers (Mr. Krish)- follow up today - pending
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STORE

Tool efficiency report	1. Costing to be updated into the tools efficiency report [Saddam] – ongoing based on the store inventory count completion -Will continue on coming Wednesday -Done scrap/ disposal. Disposal after compiling and approval of the Scrap list.
Materials efficiency report	1. Report to be done by 31st March 2025 [Saddam] – Spoil materials put aside for scrap/ disposal -Will continue on coming Wednesday- Done, 2. tidy store and inventory count [Saddam] - in progress [Saddam] -Will continue on coming Wednesday -after scrap disposal. 3. Implement a new process to order materials. Must be verified by Mr. Anubhav -Implemented and process ongoing 4. Past two months Inventory logbook not been updated by site supervisor Mr. Wozeed. -Mr. Saddam highlighted to Mr. Anubhav. Mr. Anubhav went to the site and educated Mr. Wozeed to follow the process.

SITE

Material	1. updated & no supply shortage 2. Mr. Anubhav reminded all supervisors on 27/03/2025 5pm meeting to follow up H/O & T/O logbook
Tool	1. updated & no supply shortage 2. Mr. Anubhav will do site inspection with all supervisors for the tools inventory.
Manpower	1. Identify high MC and problematic workers for dismissal. [Supervisor] – pending & target to complete by 18th March - MC Completed -Problematic workers will be removed after the supervisor shifts house -Searching new house. 2.P. pandiyan - feedback to keep him. 3. Create a Replaceable worker -Ali Mousin, Waiting for a new worker (jacketing).

4. Manpower skill backing. -Completed

MANAGEMENT

Housing arrangement for supervisors [Anubhav] – spoke to agent, agent to provide you a shortlist of houses -Ongoing -Tuesday house visit physically -Arrange new house, Old one rented by others - today 12pm house visit (New).

Total project costing report [Sam] - Pending for review -DONE- Sam will put this info at DDM. -Mr. Krish will see first

Name card, email link, profile [Krish] - Email link and Profile done, name card ongoing. -Ongoing - Printing in process -7th April collection

Neptune Engineering needs to discuss this internally, including Mr. Adhi, on Monday Morning. -Discussed with Mr Adhi the outstanding invoice from C4, and replied court portal. -21 April 03:00 pm need to go SCT at level 3 state courts,

DDTI (Double tax deduction for Internationalisation scheme) Keep the record, to be implemented for the company system. -Submitted Application

NON-MANAGEMENT

Logbook to update progress on site – change to daily progress meeting at 5 pm; still under review if need log book for progress, photo to be uploaded; Sam to compile into the folder in online storage. - System Implemented