

# FAQ: Merger of (i) Credit Suisse Business Analytics (India) Private Limited, (ii) Credit Suisse Services (India) Private Limited, and (iii) Credit Suisse Services AG, Pune Branch with UBS Business Solutions (India) Private Limited

## Information for Vendors on External Third Party Vendor Engagement

This document seeks to answer frequently asked questions relating to the legal merger of Credit Suisse Business Analytics (India) Private Limited, Credit Suisse Services (India) Private Limited, and Credit Suisse Services AG, Pune Branch with and into UBS Business Solutions (India) Private Limited, and is subject to the terms of the disclaimer set out on our website: [www.ubs.com](http://www.ubs.com). The information in this document is provided for informational purposes only, it is not intended to be a complete statement or summary of the matters covered herein and is subject to change. In particular, you should note that the information below is subject to ongoing regulatory developments and does not constitute legal, tax, regulatory, investment or accounting advice.

## Frequently Asked Questions:

### 1. What do we mean by India BuSo Merger?

- The India BuSo Merger is the merger of Credit Suisse Business Analytics (India) Private Limited and Credit Suisse Services (India) Private Limited with and into UBS Business Solutions (India) Private Limited by way of a composite scheme of arrangement to be sanctioned by the National Company Law Tribunal, Mumbai (“**NCLT**”) pursuant to Sections 230 to 232 read with Section 234 of the Companies Act, 2013 and the rules issued thereunder, and the demerger of Credit Suisse Services AG, Pune Branch with and into UBS Business Solutions (India) Private Limited and a Swiss law demerger agreement for the Credit Suisse Services AG, Pune Branch demerger (collectively “**India BuSo Merger**”), such that UBS Business Solutions (India) Private Limited will be the surviving entity.
- Upon completion of the India BuSo Merger, Credit Suisse Business Analytics (India) Private Limited, Credit Suisse Services (India) Private Limited, and Credit Suisse Services AG, Pune Branch will cease to exist and their respective business undertakings shall transfer to and vest in UBS Business Solutions (India) Private Limited.
- Please note that the India BuSo Merger only affects Credit Suisse Business Analytics (India) Private Limited, Credit Suisse Services (India) Private Limited, and Credit Suisse Services AG, Pune Branch and UBS Business Solutions (India) Private Limited. As we continue our integration efforts, integration plans for other legal entities are under review.

## 2. **When will the India BuSo Merger be legally effective?**

Under Indian law, the India BuSo Merger will become effective on the 'Effective Date' which is defined in the India BuSo Merger as the first calendar date of the calendar month after the month in which certain conditions specified in the India BuSo Merger are fulfilled, including the receipt of the certified copy of the order of the NCLT sanctioning the India BuSo Merger and it being filed with the Registrar of Companies. As a result, by operation of Indian law, on the 'Effective Date', UBS Business Solutions (India) Private Limited will automatically become the successor to all the assets, rights, obligations and liabilities (including contracts) of Credit Suisse Business Analytics (India) Private Limited, Credit Suisse Services (India) Private Limited, and Credit Suisse Services AG, Pune Branch, all of which will cease to exist and be shown as 'amalgamated' / 'inactive' on the portal of the Ministry of Corporate Affairs. The India BuSo Merger is expected to **become effective on** the 'Effective Date' which is expected to be **1 April 2025**. Completion of the India BuSo Merger will be announced on the UBS website (<https://www.ubs.com/suppliers>).

## 3. **Why am I receiving this correspondence?**

You are receiving this correspondence as a key contact for an external third party vendor that has active external third party contract(s), and/or has recent invoiced spend with Credit Suisse Business Analytics (India) Private Limited, Credit Suisse Services (India) Private Limited, and/or Credit Suisse Services AG, Pune Branch. As such, you may receive further similar correspondence in respect of other Credit Suisse legal entities as a part of the integration process.

## 4. **Is this simply a name change to UBS Business Solutions (India) Private Limited?**

No, this is a statutory merger of Credit Suisse Business Analytics (India) Private Limited, Credit Suisse Services (India) Private Limited, and Credit Suisse Services AG, Pune Branch and UBS Business Solutions (India) Private Limited, whereby Credit Suisse Business Analytics (India) Private Limited, Credit Suisse Services (India) Private Limited, and Credit Suisse Services AG, Pune Branch will merge with and into UBS Business Solutions (India) Private Limited. UBS Business Solutions (India) Private Limited will be the surviving entity and Credit Suisse Business Analytics (India) Private Limited, Credit Suisse Services (India) Private Limited, and Credit Suisse Services AG, Pune Branch will cease to exist upon the completion of the India BuSo Merger.

## 5. **How are external third party vendors and existing contracts impacted by the India BuSo Merger?**

- A key priority for the UBS Group is to ensure a smooth vendor experience along the entire journey. The India BuSo Merger process has been designed to have minimal impact on vendors (insofar as practical).
- Upon completion of the India BuSo Merger, generally all assets and liabilities of Credit Suisse Business Analytics (India) Private Limited, Credit Suisse Services (India) Private Limited, and Credit Suisse Services AG, Pune Branch will transfer by operation of law to UBS Business Solutions (India) Private Limited.

## 6. **What do external third party vendors need to do to ensure their contracts migrate?**

Once the India BuSo Merger becomes effective on the 'Effective Date', all third party contract(s) that are currently in place between yourselves and Credit Suisse Business Analytics (India) Private Limited, Credit Suisse Services (India) Private Limited, and/or Credit Suisse Services AG, Pune Branch shall automatically stand transferred and vested in UBS Business Solutions (India) Private Limited under the same terms. All references to "Credit Suisse Business Analytics (India) Private Limited", "Credit Suisse Services (India) Private Limited", and/or "Credit Suisse Services AG, Pune Branch" in such contract(s) shall become a reference to "UBS Business Solutions (India) Private Limited". Services will continue to be provided as normal, unless informed otherwise.

**7. Will the terms of my existing external third party vendor contract be amended by operation of the India BuSo Merger?**

- As a result of the India BuSo Merger, external third party vendor contracts automatically transfer “as is”, i.e., on the same terms and conditions and duration as before, only the contracting legal entity changes. Upon completion of the India BuSo Merger external third party vendors currently contracted with Credit Suisse Business Analytics (India) Private Limited, Credit Suisse Services (India) Private Limited, and/or Credit Suisse Services AG, Pune Branch will have UBS Business Solutions (India) Private Limited as their contractual counterparty.
- Any legacy Credit Suisse subsidiary receiving a service under a Credit Suisse Business Analytics (India) Private Limited, Credit Suisse Services (India) Private Limited, and Credit Suisse Services AG, Pune Branch contract will continue to receive the service after the India BuSo Merger.
- Following the India BuSo Merger, the services provided by the external third party vendor will now be provided to the successor UBS legal entity and any other legal entities currently receiving the service.

**8. Which Supplier Code of Conduct should vendors comply with after the India BuSo Merger?**

Third vendors will need to comply with [UBS's Supplier Code of Conduct](#) which sets UBS's expectation of our suppliers to support our sustainability priorities, embody positive environmental, social and governance practices in their operations and supply chain.

**9. Which entity will external third party vendors contract with following the India BuSo Merger?**

Following the India BuSo Merger, external third party vendors will contract with UBS Business Solutions (India) Private Limited (see FAQ question 12 for further details).

**10. How will the India BuSo Merger impact invoicing and payment?**

Where vendors have external third party invoices with Credit Suisse Business Analytics (India) Private Limited, Credit Suisse Services (India) Private Limited, or Credit Suisse Services AG, Pune Branch, the following invoicing and payment changes will apply, unless otherwise notified:

- **FOR PURCHASE ORDER (PO) INVOICE**

- As a preparatory step in advance of the 'Effective Date' of the India BuSo Merger, **Existing Credit Suisse Purchase Orders** will be terminated from **24 March 2025**. Open Purchase Orders with end dates in 2024 and beyond will then be reissued under the UBS Purchase Order process for the remaining amounts. Once created, after the 'Effective Date', the new UBS Purchase Order details will be issued to the relevant supplier contacts. This is anticipated to be **early April 2025**, subject to all necessary orders and approvals being received prior.
- **PO Invoices** billed-to **Credit Suisse Business Analytics (India) Private Limited, Credit Suisse Services (India) Private Limited, or Credit Suisse Services AG, Pune Branch** will continue to be accepted as per the existing process until **10 March 2025**. As a preparatory step in advance of the 'Effective Date' of the India BuSo Merger, **after 10 March 2025**, any new PO invoices should be issued / re-issued to **UBS Business Solutions (India) Private Limited** with the new billing address and resubmitted via the UBS Purchase Order/ Invoicing process (including the new UBS Purchase Order Number once created on UBS platform) from after the 'Effective Date'. This is anticipated for **early April 2025**, subject to all necessary orders and approvals being received prior.

- **FOR NON-PURCHASE ORDER (NON-PO) INVOICE**

- **Non-PO Invoices** billed-to **Credit Suisse Business Analytics (India) Private Limited, Credit Suisse Services (India) Private Limited**, or **Credit Suisse Services AG, Pune Branch** will continue to be accepted as per the existing process until **10 March 2025**. As a preparatory step in advance of the 'Effective Date' of the India BuSo Merger, **after 10 March 2025**, any new non-PO invoices should be issued / re-issued to **UBS Business Solutions (India) Private Limited** with the new billing address (including UBS GPN and name of UBS Business user) and resubmitted via the UBS Accounts Payable process after the 'Effective Date'. This is anticipated to be **early April 2025**, subject to all necessary orders and approvals being received prior.
- To ensure seamless internal processing and payment of third party supplier invoices, we ask that you only use the following billing address format for non-PO invoices from after the 'Effective Date' (i.e. for invoices without UBS Purchase Order number starting with PO 77...): Please refer to FAQ question 12 for the relevant new UBS billing address format and invoice submission details.
- Please update your invoicing and accounting systems to reflect the new UBS invoice billing entity name as summarized in FAQ question 12.

#### **11. Who can I contact if we have any questions and concerns?**

- Please engage the Supply Chain Legal Entity central team with any questions on the legal entity merger at the following mailbox [LEIVendorNotification@ubs.com](mailto:LEIVendorNotification@ubs.com).
- For any Accounts Payable and Invoicing queries, please use the contacts outlined in FAQ question 12.

## 12. What are the details of UBS Business Solutions (India) Private Limited?

The details of UBS Business Solutions (India) Private Limited post-merger are:

Jurisdiction	Credit Suisse contracting entity	Updated UBS contracting entity	UBS Branch address	Invoice submission & support contact
India	Credit Suisse Business Analytics (India) Private Limited	UBS Business Solutions (India) Private Limited	<p>UBS Business Solutions (India) Private Limited Unit No. 1101, 1201, 1301, 1401, Mindspace, Gigaplex, Airoli Knowledge Park TTC Industrial, Plot No. IT 5MIDC, TTC Industrial Area, Airoli West, Airoli, Navi Mumbai, Mumbai Suburban, Maharashtra, 400708</p> <p><b>GST ID:</b> 27AABCU8718M2ZQ</p>	<p>Billing address details example for third party non-PO invoice:</p> <p><b>UBS Business Solutions (India) Private Limited</b> Accounts Payable IN GPN 99999999, [UBS Business Contact Full Name]Unit No. 1101, 1201, 1301, 1401, Mindspace, Gigaplex, Airoli Knowledge Park TTC Industrial, Plot No. IT 5MIDC, TTC Industrial Area, Airoli West, Airoli, Navi Mumbai, Mumbai Suburban, Maharashtra, 400708 <b>GST ID:</b> 27AABCU8718M2ZQ</p> <p><b>Note:</b> Given that this unit is setup in a Special Economic Zone (SEZ), as per Section 16 of the Integrated Goods and Services Tax Act, 2017, supply of goods or services or both to such SEZ Units of UBS Business Solutions (India) Private Limited shall be "zero rated".</p> <p>UBS Business Solutions (India) Private Limited shall provide the relevant documents and approvals from SEZ to the vendor and the vendor shall ensure that no GST is charged to UBS post receipt of such documents.</p> <p><b>UBS invoice submission channel effective 1 April 2025:</b></p> <ul style="list-style-type: none"> <li><b>PO invoices:</b> Please submit PO invoices directly to UBS PO channel (Ariba); For those not onboarded on Ariba, please send PDF invoices by email to <a href="mailto:SH-POInvoices@ubs.com">SH-POInvoices@ubs.com</a></li> <li><b>Non-PO invoices:</b> Please send PDF invoices by e-mail to <a href="mailto:SH-AP-invoices@ubs.com">SH-AP-invoices@ubs.com</a></li> </ul> <p><b>For any invoice submission related questions:</b></p> <ul style="list-style-type: none"> <li><b>CS AP:</b> Suppliers can email directly to <a href="mailto:gg-vendorquery-ap@ubs.com">gg-vendorquery-ap@ubs.com</a></li> <li><b>UBS AP:</b> Suppliers can e-mail directly to <a href="mailto:sh-ubs-ap@ubs.com">sh-ubs-ap@ubs.com</a></li> </ul> <p><b>Note:</b> For those with 'exceptional' invoice submission/processing today please reach out to your CS / UBS Business contact for further guidance.</p>

Jurisdiction	Credit Suisse contracting entity	Updated UBS contracting entity	UBS Branch address	Invoice submission & support contact
India	Credit Suisse Services (India) Private Limited	UBS Business Solutions (India) Private Limited	UBS Business Solutions (India) Private Limited Cluster A, EON Free Zone, Plot no 1, S. no 77, Kharadi, MIDC Knowledge Park, Pune, Maharashtra, 411014  <b>GST ID:</b> 27AABCU8718M2ZQ	Billing address details example for third party non-PO invoice:  <b>UBS Business Solutions (India) Private Limited</b> Accounts Payable IN GPN 99999999, [UBS Business Contact Full Name] Cluster A, EON Free Zone, Plot no 1, S. no 77, Kharadi, MIDC Knowledge Park, Pune, Maharashtra, 411014 <b>GST ID:</b> 27AABCU8718M2ZQ  <b>UBS invoice submission channel effective 1 April 2025:</b> <ul style="list-style-type: none"> <li><b>PO invoices:</b> Please submit PO invoices directly to UBS PO channel (Ariba); For those not onboarded on Ariba, please send PDF invoices by email to <a href="mailto:SH-POInvoices@ubs.com">SH-POInvoices@ubs.com</a></li> <li><b>Non-PO invoices:</b> Please send PDF invoices by e-mail to <a href="mailto:SH-AP-invoices@ubs.com">SH-AP-invoices@ubs.com</a></li> </ul> <b>For any invoice submission related questions:</b> <ul style="list-style-type: none"> <li><b>CS AP:</b> Suppliers can email directly to <a href="mailto:gg-vendorquery-ap@ubs.com">gg-vendorquery-ap@ubs.com</a></li> <li><b>UBS AP:</b> Suppliers can e-mail directly to <a href="mailto:sh-ubs-ap@ubs.com">sh-ubs-ap@ubs.com</a></li> </ul> <b>Note:</b> For those with 'exceptional' invoice submission/processing today please reach out to your CS / UBS Business contact for further guidance.
India	Credit Suisse Services AG, Pune Branch	UBS Business Solutions (India) Private Limited	UBS Business Solutions (India) Private Limited 1 <sup>st</sup> -4 <sup>th</sup> Floor, Tower A, EON Free Zone Phase-2, EON Kharadi Infrastructure Pvt Ltd, Survey No. 72, Hissa No. 2/1, Kharadi, Pune, Maharashtra, 411014  <b>GST ID:</b> 27AABCU8718M2ZQ	Billing address details example for third party non-PO invoice:  <b>UBS Business Solutions (India) Private Limited</b> Accounts Payable IN GPN 99999999, [UBS Business Contact Full Name] 1 <sup>st</sup> -4 <sup>th</sup> Floor, Tower A, EON Free Zone Phase-2, EON Kharadi Infrastructure Pvt Ltd, Survey No. 72, Hissa No. 2/1, Kharadi, Pune, Maharashtra, 411014 <b>GST ID:</b> 27AABCU8718M2ZQ  <b>UBS invoice submission channel effective 1 April 2025:</b> <ul style="list-style-type: none"> <li><b>PO invoices:</b> Please submit PO invoices directly to UBS PO channel (Ariba); For those not onboarded on Ariba, please send PDF invoices by email to <a href="mailto:SH-POInvoices@ubs.com">SH-POInvoices@ubs.com</a></li> <li><b>Non-PO invoices:</b> Please send PDF invoices by e-mail to <a href="mailto:SH-AP-invoices@ubs.com">SH-AP-invoices@ubs.com</a></li> </ul> <b>For any invoice submission related questions:</b> <ul style="list-style-type: none"> <li><b>CS AP:</b> Suppliers can email directly to <a href="mailto:gg-vendorquery-ap@ubs.com">gg-vendorquery-ap@ubs.com</a></li> <li><b>UBS AP:</b> Suppliers can e-mail directly to <a href="mailto:sh-ubs-ap@ubs.com">sh-ubs-ap@ubs.com</a></li> </ul> <b>Note:</b> For those with 'exceptional' invoice submission/processing today please reach out to your CS / UBS Business contact for further guidance.