

**NOTICE OF ANNUAL GENERAL MEETING**

Notice is hereby given that the 26<sup>th</sup> Annual General Meeting (AGM) of the Members of **PORTESCAP INDIA PRIVATE LIMITED** will be held on Thursday, November 25, 2021 at 3:30 p.m. through Video Conferencing (VC) to transact the below mentioned business. The venue of the meeting shall be deemed as Fourth Floor (front side), Arena House, Road No. 12, MIDC, Andheri (E), Mumbai – 400 093, India:

**Ordinary Business:**

- i. To receive, consider and adopt the Annual Audited Balance Sheet and the Statement of Profit & Loss of the Company and annexures as on March 31, 2021 together with the Cashflow Statement of the Company as on that date together with Report of the Board of Directors and Auditors' thereon.

**By order of the Board of Directors**

**For PORTESCAP INDIA PRIVATE LIMITED**

**Amitava Sur**  
**Managing Director**  
**(Din 06423493)**

Add: Flat No A-1604, Palm Beach  
 Residency, Amey CHSL, Palm Beach Rd.,  
 Plot No. 24-29 Navi Mumbai, - 400706,  
 Maharashtra, India

**Place:** Mumbai

**Date:** November 19, 2021

**Rishi Bhatnagar**  
**Whole Time Director**  
**(Din 02261444)**

Add: 28/101, East End Apartments,  
 Mayur Vihar, Phase - I Extn, Sector 4  
 Delhi-110096, India

**NOTES:**

- (a) A member entitled to attend and vote at the meeting is entitled to appoint one or more proxies to attend and vote instead of himself only on a poll and the proxy(ies) need not be a member. A proxy form is attached.
- (b) Corporate Members intending to send their Authorized Representatives to attend the Meeting are requested to send a certified copy of the Board Resolution pursuant to Section 113 of the Companies Act, 2013 authorizing their representative to attend and vote on their behalf at the meeting.
- (c) Weblink to join the AGM through Microsoft Teams : [Click here to join the meeting](#)
- (d) Attendance Slip is enclosed herewith

**Form No. MGT-11****Proxy Form**

**[Pursuant to section 105(6) of the Companies Act, 2013 and rule 19(3) of the Companies (Management and Administration) Rules, 2014]**

**CIN: U31103MH1994PTC137603**

**Name of the Company: PORTESCAP INDIA PRIVATE LIMITED**

**Registered office: Unit No 2, SDF-I, SEEPZ, SEZ, Andheri (East), Mumbai - 400 096.**

Name of the member (s):

Registered address:

E-mail Id:

Folio No/ Client Id:

DP ID:

I/We, being the member (s) of \_\_\_\_\_ shares of the above named company, hereby appoint

1. Name: \_\_\_\_\_

Address:

E-mail Id:

Signature: \_\_\_\_\_, or failing him

2. Name: \_\_\_\_\_

Address:

E-mail Id:

Signature: \_\_\_\_\_, or failing him

3. Name: \_\_\_\_\_

Address:

E-mail Id:

Signature: \_\_\_\_\_

as my/our proxy to attend and vote (on a poll) for me/us and on my/our behalf at the Annual General Meeting of the Company, to be held on Thursday, September 30, 2021 at 5:30 p.m. at Fourth floor (front side), Arena House, Road No. 12, MIDC, Andheri (E), Mumbai – 400 093, India and at any adjournment thereof in respect of such resolutions as are indicated below:

<b>SR No.</b>	<b>Resolutions</b>
<b>ORDINARY BUSINESS</b>	
<b>i</b>	To consider and approve the audited Financial Statements for the year ended March 31, 2021 and the report of the Auditors and Directors, thereon

Signed this..... day of..... 2021

Signature of shareholder

Signature of Proxy holder(s)

**Note: This form of proxy in order to be effective, should be duly completed and deposited at the Registered Office of the Company, not less than 48 hours before the commencement of the Meeting.**

Affix

Revenue

Stamp

**ATTENDANCE SLIP FOR ANNUAL GENERAL MEETING**  
**OF**  
**PORTESCAP INDIA PRIVATE LIMITED**

**Date:** Thursday, November 25, 2021 at

**Time:** 3:30 p.m.

**Venue:** Fourth floor (front side), Arena House, Road No. 12, MIDC, Andheri (E), Mumbai – 400 093, India

Name and Registered address  
of Sole / First named member :

Name(s) of Joint Holders, if any :

Ledger Folio No. :

Number of Shares held :

Please tick in the box ☐ Member ☐ Proxy :

\_\_\_\_\_  
Member's Signature

\_\_\_\_\_  
Name of the Proxy in Block Letters

\_\_\_\_\_  
Proxy's Signature