

SHRADHA PROJECTS LIMITED

CIN: L27109WB1992PLC054108

REGISTERED OFFICE: 46C, RAFI AHMED KIDWAI ROAD, 3RD FLOOR, KOLKATA – 700 016

Ph no. 033-2217-4781/ 4782, Fax no. 033-2217-4778

Email: ho@khaitanpaper.com

Website: www.shradhaprojects.com

ANNEXURE TO THE NOTICE FOR THE 25th ANNUAL GENERAL MEETING OF THE COMPANY TO BE HELD ON 28th DAY OF SEPTEMBER, 2016

Name & Registered Address
of Sole/First named Member:

Joint Holders Name (If any) :

Folio No. / DP ID & Client ID :

No. of Equity Shares Held :

Dear Shareholder,

Subject: Process and manner for availing E-voting facility:

Pursuant to Provisions of Section 108 of the Companies Act, 2013, Rule 20 of the Companies (Management and Administration) Rules, 2014 as amended by the Companies (Management and Administration) Amendment Rules, 2015 and Clause 35B of the Listing Agreement, the Company is pleased to provide E-voting facility to the members to cast their votes electronically on all resolutions proposed to be considered at the Annual General Meeting (AGM) to be held on Wednesday, 28th Day of September, 2016 at 10.00 A.M. at its Registered office, 46C, Rafi Ahmed Kidwai Road, Kolkata - 700016 and at any adjournment thereof.

The Company has engaged the services of National Securities Depository Limited (NSDL) to provide the e-voting facility. The e-voting facility is available at the link <https://www.evoting.nsdl.com>.

The Electronic Voting Particulars are set out below:

EVEN (Electronic Voting Event Number)	USER - ID	PASSWORD
105039		

The E-voting facility will be available during the following voting period:

Remote e-Voting start on	Remote e-Voting end on
25th September, 2016 at 9:00 A.M. (IST)	27th September, 2016 at 5:00 P.M. (IST)

Please read the instructions mentioned in the Notice of the AGM before exercising your vote.

By Order of the Board

Place: Kolkata
Date: 01.09.2016

Nayantara Agiwal
Company Secretary

Encl: AGM Notice / Attendance Slip / Proxy Form / Annual Report

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NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that the 25th Annual General Meeting of the Members of **SHRADHA PROJECTS LIMITED** will be held on Wednesday, 28th Day of September, 2016 at 10.00 A.M. at its Registered Office, 46C, Rafi Ahmed Kidwai Road, Kolkata - 700016 to transact the following businesses:

A. ORDINARY BUSINESS

1. To consider and adopt the Audited Balance Sheet as at 31st March' 2016, the Statement of Profit and Loss for the year ended on that date and the reports of the Board of Directors and Auditors thereon.
2. To appoint a Director in place of **Mr. Shailesh Khaitan** (DIN 00041247) who retires by rotation and, being eligible, offers himself for reappointment.
3. To appoint Statutory Auditors of the Company and to consider and if thought fit, to pass with or without modification(s), the following resolution as an **Ordinary Resolution**:

“**RESOLVED THAT** subject to provisions of Section 139 and 140 of the Companies Act, 2013 and pursuant to Companies (Audit & Auditors) Rules, 2014 and other applicable provisions, if any, **M/s. Patni & Co.**, Chartered Accountants (Firm Reg. No. 320304E) be and are hereby appointed as Statutory Auditors of the Company for one year to hold the office from the conclusion of this Twenty Fifth Annual General Meeting till the conclusion of Twenty Sixth Annual General Meeting of the Company at such remuneration as shall be fixed by the Board of Directors.”

B. SPECIAL BUSINESS

4. To consider and if thought fit, to pass with or without modification(s), the following resolution as an Ordinary Resolution:

“**RESOLVED THAT** pursuant to recommendation of the Nomination and Remuneration Committee and approval of the Board and subject to the provisions of Sections 196, 197, 198, 203 and other applicable provisions of the Companies Act, 2013 and the rules made thereunder (including any statutory modification or re-enactment thereof) read with Schedule- V of the Companies Act, 2013, approval of the members of the Company be and is hereby accorded to the appointment of Mr. Parimal Kanti Das, as Manager of the Company with effect from 1st December, 2015 to 30th November, 2020, as well as the payment of salary, commission and perquisites (hereinafter referred to as “remuneration”), upon the terms and conditions as detailed under which is hereby approved and sanctioned with authority to the Board of Directors to alter and vary the terms and conditions of the said appointment in such manner as may be agreed to between the Board of Directors and Mr. Parimal Kanti Das:

1. Salary of Rs. 20000 (Rupees Twenty thousand only) per month.
2. Bonus as per Payment of Bonus Act, 1965.
3. Any expense incurred on behalf of the company shall be reimbursed.
4. The appointment may be terminated by either party by giving one month notice in writing.

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“RESOLVED FURTHER THAT the Board be and is hereby authorized to do all such acts, deeds and things and execute all such documents, instruments and writings as may be required and to delegate all or any of its powers herein conferred to any Director(s) to give effect to the aforesaid resolution.”

By Order of the Board

Place: Kolkata
Date: 01.09.2016

Nayantara Agiwal
Company Secretary

NOTES:

1. An Explanatory statement pursuant to section 102 of the Companies Act, 2013 is attached herewith.
2. Member entitled to attend and vote at the ANNUAL GENERAL MEETING, is ENTITLED TO APPOINT A PROXY TO ATTEND AND VOTE INSTEAD OF HIMSELF/ HERSELF AND THE PROXY NEED NOT BE A MEMBER OF THE COMPANY. Pursuant to the provisions of Section 105 of the Companies Act, 2013, a person can act as a proxy on behalf of member not exceeding fifty (50) and holding in aggregate not more than ten percent of the total Share Capital of the Company. Members holding more than ten percent of the total Share Capital of the Company may appoint a single person as proxy, who shall not act as a proxy for any other Member. The instrument appointing Proxy as per the format included in the Annual Report should be deposited at the Registered Office of the Company, duly completed and sign not less than FORTY-EIGHT HOURS before the commencement of the meeting.
3. Corporate members intending to send their authorized representatives to attend the Meeting are requested to send to the Company a certified copy of the Board Resolution authorizing their representative to attend and vote on their behalf at the Meeting.
4. During the period beginning 24 hours before the time fixed for the commencement of the meeting and ending with the conclusion of the meeting, a member would be entitled to inspect the proxies lodged at any time during the business hours of the Company, provided that not less than three days of notice in writing is given to the Company.
5. The Register of Members and the Share Transfer Books of the Company will remain closed from 22nd day of September, 2016 to 28th day of September, 2016 (both days inclusive).
6. Documents referred to in the accompanying Notice and the statement and other statutory registers are available for inspection by members at the Registered Office of the Company during office hours on all working days except Saturdays, Sundays and Holidays between 11:00 a.m. and 1:00 p.m. up to the date of Annual General Meeting.

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7. Members / proxies are requested to bring their attendance slip along with their copy of Annual Report to the meeting. As a measure of economy, copies of the Annual Report will not be distributed at the meeting. Members, who hold shares in dematerialized form, are requested to bring their Client ID and DP ID numbers for easy identification of attendance at the meeting.
8. Members holding shares in electronic form are requested to intimate immediately any change in their address or bank mandates to their Depository Participants with whom they are maintaining their Demat accounts. Members holding shares in physical form are requested to notify any change in their address or bank mandates immediately to the RTA.
9. The Securities and Exchange Board of India (SEBI) has mandated the submission of PAN by every participant in the securities market. Members holding shares in electronic form are therefore, requested to submit their PAN to their Depository Participants. Members holding shares in physical form are required to submit their PAN details to the company. Proxies are requested to bring their attendance slip along with their copy of Annual Report to the meeting.
10. Members holding shares in the same name under different Ledger Folios are requested to apply for consolidation of such Folios and send the relevant share certificates to Niche Technologies Pvt. Ltd. for their doing the needful.
11. Members are requested to notify change in address, if any, immediately to Niche Technologies Pvt. Ltd. quoting their folio numbers.
12. Annual Report 2015-2016 are being sent by electronic mode only to all the members whose email addresses are registered with the Company / Depository Participant(s) for communication purposes unless any member has requested for a hard copy of the same. For members who have not registered their email addresses, physical copies of the Annual Report 2016 are being sent by the permitted mode.
13. The Notice of the 25th AGM and instructions for e-voting, along with the Attendance Slip and Proxy Form, is being sent by electronic mode to all members whose email addresses are registered with the Company / Depository Participant(s) unless a member has requested for a hard copy of the same. For members who have not registered their email addresses, physical copies of the aforesaid documents are being sent by the permitted mode. Members may also note that the Notice of the 25th AGM and the Annual Report 2016 will be available on the Company's website, www.shradhaprojects.com
14. Members are requested to send their queries, if any, relating to the accounts of the Company, well in advance, so that the necessary information can be made available at the meeting.
15. Members who have not registered their e-mail addresses so far are requested to register their e-mail address for receiving all communication including Annual Report, Notices, Circulars, etc. from the Company electronically.

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16. Additional information, as required under Regulation 36(3) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 in respect of director seeking appointment / reappointment are given hereunder :

A) Mr. Shailesh Khaitan (DIN: 00041247)

Date of Birth	26.12.1955
Nationality	Indian
Designation	Promoter
Qualification	B. Com
Expertise	He has good knowledge in Account, Finance and trade policies
Date of Appointment	<u>03.08.2001</u>
Shares held in the Company	1178150
Directorship in Other Public Limited Companies apart from this Companies as on 31.03.2015	Khaitan Chemicals & Fertilizers Ltd Tribhuvan Properties Limited
Chairman/Member of the committees in which he is a Director apart from this Company as on 31st March, 2016	NIL

15. **VOTING THROUGH ELECTRONIC MEANS (Instructions for e-voting)**

- I. In compliance with provisions of Section 108 of the Companies Act, 2013, Rule 20 of the Companies (Management and Administration) Rules, 2014 as amended by the Companies (Management and Administration) Amendment Rules, 2015 and Regulation 44 of the SEBI Listing Regulations, the Company is pleased to provide members facility to exercise their right to vote on resolutions proposed to be considered at the Annual General Meeting (AGM) by electronic means and the business may be transacted through e-Voting Services. The facility of casting the votes by the members using an electronic voting system from a place other than venue of the AGM ("remote e-voting") will be provided by National Securities Depository Limited (NSDL).
- II. The facility for voting through ballot paper shall be made available at the AGM and the members attending the meeting who have not cast their vote by remote e-voting shall be able to exercise their right at the meeting through ballot paper.
- III. The members who have cast their vote by remote e-voting prior to the AGM may also attend the AGM but shall not be entitled to cast their vote again.
- IV. The remote e-voting period commences on 25th September, 2016 (9:00 am) and ends on 24th September, 2016 (5:00 pm). During this period members' of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date of 21st September, 2016, may cast their vote by remote e-voting. The remote e-voting module shall be disabled by

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NSDL for voting thereafter. Once the vote on a resolution is cast by the member, the member shall not be allowed to change it subsequently.

V. The process and manner for remote e-voting are as under:

- A. In case a Member receives an email from NSDL [for members whose email IDs are registered with the Company/Depository Participants(s)] :
- (i) Open email and open PDF file viz; “SHRADHA e-voting.pdf” with your Client ID or Folio No. as password. The said PDF file contains your user ID and password/PIN for remote e-voting. Please note that the password is an initial password.
 - (ii) Launch internet browser by typing the following URL: <https://www.evoting.nsd.com/>
 - (iii) Click on Shareholder - Login
 - (iv) Put user ID and password as initial password/PIN noted in step (i) above. Click Login.
 - (v) Password change menu appears. Change the password/PIN with new password of your choice with minimum 8 digits/characters or combination thereof. Note new password. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.
 - (vi) Home page of remote e-voting opens. Click on remote e-voting: Active Voting Cycles.
 - (vii) Select “EVEN” of “SHRADHA PROJECTS LIMITED”.
 - (viii) Now you are ready for remote e-voting as Cast Vote page opens.
 - (ix) Cast your vote by selecting appropriate option and click on “Submit” and also “Confirm” when prompted.
 - (x) Upon confirmation, the message “Vote cast successfully” will be displayed.
 - (xi) Once you have voted on the resolution, you will not be allowed to modify your vote.
 - (xii) Institutional shareholders (i.e. other than individuals, HUF, NRI etc.) are required to send scanned copy (PDF/JPG Format) of the relevant Board Resolution/ Authority letter etc. together with attested specimen signature of the duly authorized signatory(ies) who are authorized to vote, to the Scrutinizer through e-mail to khaitan@hot.com with a copy marked to evoting@nsdl.co.in
- B. In case a Member receives physical copy of the Notice of AGM [for members whose email IDs are not registered with the Company/Depository Participants(s) or requesting physical copy] :
- (i) Initial password is provided as below/at the bottom of the Attendance Slip for the AGM (enclosed herewith):
 - (ii) Please follow all steps from Sl. No. (ii) to Sl. No. (xii) above, to cast vote.

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- VI. In case of any queries, you may refer the Frequently Asked Questions (FAQs) for Members and remote e-voting user manual for Members available at the downloads section of www.evoting.nsdl.com or call on toll free no.: 1800-222-990.
- VII. If you are already registered with NSDL for remote e-voting then you can use your existing user ID and password/PIN for casting your vote.
- VIII. You can also update your mobile number and e-mail id in the user profile details of the folio which may be used for sending future communication(s).
- IX. The voting rights of members shall be in proportion to their shares of the paid up equity share capital of the Company as on the cut-off date of 21st September, 2016.
- X. Any person, who acquires shares of the Company and become member of the Company after dispatch of the notice and holding shares as of the cut-off date i.e. 21st September, 2016, may obtain the login ID and password by sending a request at evoting@nsdl.co.in or ho@khaitanpaper.com
- However, if you are already registered with NSDL for remote e-voting then you can use your existing user ID and password for casting your vote. If you forgot your password, you can reset your password by using “Forgot User Details/Password” option available on www.evoting.nsdl.com or contact NSDL at the following toll free no.: 1800-222-990.
- XI. A member may participate in the AGM even after exercising his right to vote through remote e-voting but shall not be allowed to vote again at the AGM.
- XII. A person, whose name is recorded in the register of members or in the register of beneficial owners maintained by the depositories as on the cut-off date only shall be entitled to avail the facility of remote e-voting as well as voting at the AGM through ballot paper.
- XIII. **Ms. Shilpi Agarwal**, Practicing Company Secretary (Membership No. A43479) has been appointed for as the Scrutinizer for providing facility to the members of the Company to scrutinize the voting and remote e-voting process in a fair and transparent manner.
- XIV. The Chairman shall, at the AGM, at the end of discussion on the resolutions on which voting is to be held, allow voting with the assistance of scrutinizer, by use of “remote e-voting” or “Ballot Paper” for all those members who are present at the AGM but have not cast their votes by availing the remote e-voting facility.
- XV. The Scrutinizer shall after the conclusion of voting at the general meeting, will first count the votes cast at the meeting and thereafter unblock the votes cast through remote e-voting in the presence of at least two witnesses not in the employment of the Company and shall make, not later than three days of the conclusion of the AGM, a consolidated scrutinizer’s report of the total votes cast in favour or against, if any, to the Chairman or a person authorized by her in writing, who shall countersign the same and declare the result of the voting forthwith.
- XVI. The Results declared along with the report of the Scrutinizer shall be placed on the website of the Company www.shradhaproject.com and on the website of NSDL immediately after the

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declaration of result by the Chairman or a person authorized by her in writing. The results shall also be immediately forwarded to the Calcutta Stock Exchange Limited, Kolkata.

By Order of the Board

Place: Kolkata
Date: 01.09.2016

Nayantara Agiwal
Company Secretary

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EXPLANATORY STATEMENT PURSUANT TO SECTION 102(1) OF THE COMPANIES ACT, 2013

The following Statement sets out all material facts relating to the Special Business mentioned in the accompanying Notice:

Item No. 4

Pursuant to the provisions of Sections 196, 197 and other applicable provisions, read with Schedule V of the Companies Act, 2013 and the Rules made thereunder and as recommended by the Nomination and Remuneration Committee of the Board, and subject to the approval of the shareholders, the Board of Directors at its meeting held on 1st December, 2015 appointed Mr. Parimal Kanti Das , as the Manager of the Company with effect from 1st December, 2016, for a period of Five years.

Mr. Parimal Kanti Das will discharge the functions of a Manager of the Company. The Board is confident about Mr. Parimal Kanti Das being able to function and discharge his duties in an able and competent manner.

Considering his experience in various fields, the Board recommends confirmation of the appointment of Mr. Parimal Kanti Das as Whole-time Director of the Company for a period of Five years with effect from 1st December, 2015 on the terms as to remuneration, allowances etc. as set out in the resolution being item No.4 of the accompanying Notice subject to the approval of the Central Government required, if any, or any other approval as may be required under law.

The Nomination and Remuneration Committee at its meeting held on 1st December, 2015 has already approved the remuneration payable to Mr. Parimal Kanti Das, Manager of the Company. Further, the Company has not made any default in repayment of any of its debts or interest payable thereon. The Board commends the Special Resolution set out at Item No.4 of the accompanying Notice for the approval by the Members.

None of the Directors or their relatives are in any way concerned or interested, financially or otherwise, in the aforesaid resolution.

By Order of the Board

Place: Kolkata
Date : 01.09.2016

Nayantara Agiwal
Company Secretary

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Dear Shareholder(s),

Sub: Service of Documents through Electronic Mode

Your Company is making an effort to build a greener world and we request your support. You are requested to subscribe to a soft copy of the Company's various documents like Notices of Meetings, Annual Reports and other shareholder communication by registering your email id with your Depository Participant (DP)/Company, if you have not already done so. You are also requested to keep your DP/Company informed of any change in your email id. With this one small action, you could leave a greener legacy for future generations. We look forward to your support.

Thanking you,

Yours sincerely

For SHRADHA PROJECTS LIMITED

NAYANTARA AGIWAL
COMPANY SECRETARY

ATTENDENCE SLIP

DPID* :	FOLIO NO. :
CLIENT ID.* :	NO. OF SHARES HELD :

I/We hereby record my/our presence at 25th Annual General Meeting of the Company held at 46C, Rafi Ahmed Kidwai Road, 3rd Floor, Kolkata 700 016 at 10.00 A.M. on Wednesday, the 28th September, 2016.

NAME(S) OF THE MEMBER(S)	
SIGNATURE OF THE MEMBER(S)	

Full Name of proxy (Block Letters)

Members / proxy's Signature

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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 : L27109WB1992PLC054108
Name of the Company : SHRADHA PROJECTS LIMITED
REGISTERED OFFICE : 46C, Rafi Ahmed Kidwai Road, 3rd Floor, Kolkata 700 016

Name of the Member (s).....
Registered Address
.....
Email ID.
Folio No./ Client ID.
DP ID

I/We being the member ofshares of the above name company, hereby appoint .

Name

Address

Email ID.

Signature

Or Failing him/her,

Name

Address

Email ID.

Signature

Or Failing him/her,

Name

Address

Email ID.

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Signature

As my/our proxy to attend and vote (on a pole) for me/us and on my/our behalf at the 25th Annual General Meeting of the Company, to be held on Wednesday, September 28, 2016 at 46C, Rafi Ahmed Kidwai Road, 3rd Floor, Kolkata 700 016 at 10.00 A.M. and at any adjournment thereof in respect of such resolutions as are indicated below:

Resolution No.	Resolution	Vote (Optional)	
		For	Against
ORDINARY RESOLUTION			
1.	Adoption of Statements of Profit & Loss, Balance Sheet, Report of the Board of Directors and Auditors for the Financial Year Ended 31 st March 2016.		
2.	Appointment of Director in place of Mr. Shailesh Khaitan (DIN 00041247 who retires by rotation and, being eligible, offers himself for reappointment.		
3	Re-appointment of Patni & Co. , Chartered Accountants (Firm Reg. No. 320304E) as Statutory Auditors of the Company.		
SPECIAL BUSINESS			
4	Ordinary Resolution for appointment of Mr. Parimal Kanti Das as Manager		

Signed this Day of 2016.

Signature of the Shareholder:

Signature of 1st Proxy holder (s) :

Affix
Revenue
Stamp

NOTE : This form of proxy in order to be effective should be duly completed and deposited at the Registered Office of the Company, at SHRADHA PROJECTS LIMITED, 46C, Rafi Ahmed Kidwai Road, 3rd Floor, Kolkata 700 016 at 10.00 A.M. on Wednesday, the 28th September, 2016 not less than FORTY EIGHT HOURS before commencement of the meeting.