

# SHRADHA PROJECTS LIMITED

CIN: L27109WB1992PLC054108

UNIT 9A, 9<sup>TH</sup> FLOOR, TIRUMALA 22, 22 EAST TOPSIA ROAD KOLKATA - 700046

Ph no. 033-2285-1919/4600-4686

Email: [cs@shradhaprojects.com](mailto:cs@shradhaprojects.com) Website: [www.shradhaprojects.com](http://www.shradhaprojects.com)

## ANNEXURE TO THE NOTICE FOR THE 30<sup>TH</sup> ANNUAL GENERAL MEETING OF THE COMPANY TO BE HELD ON THURSDAY 30<sup>TH</sup> DAY OF SEPTEMBER 2021

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 Regulation 44 of the SEBI (Listing Obligations and Disclosure Requirements) Rules 2015, 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 Thursday, 30<sup>th</sup> Day of September, 2021 at 11.00 A.M.

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:

<b>EVEN (Electronic Voting Event Number)</b>	<b>USER - ID</b>	<b>PASSWORD</b>
<b>117448</b>		

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

<b>Remote e-Voting start on</b>	<b>Remote e-Voting end on</b>
<b>27<sup>th</sup> September, 2021 at 9:00 A.M. (IST)</b>	<b>29<sup>th</sup> September, 2021 at 5:00 P.M. (IST)</b>

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

Place: Kolkata  
Date: 07.09.2021

By Order of the Board  
Sd/-  
Rahul Thakkar  
Company Secretary

**Encl: AGM Notice /Annual Report**

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## **NOTICE OF THE 30TH ANNUAL GENERAL MEETING**

NOTICE is hereby given that the 30th (Thirtieth) Annual General Meeting (“AGM”) of the members of Shradha Projects Limited (“the Company”) will be held on Thursday the 30th day of September 2021 at 11.00 A.M. at its Registered office, Unit 9A, 9<sup>th</sup> Floor, Tirumala 22, 22 East Topsia Road, Kolkata-700046 to transact the following businesses:

### **ORDINARY BUSINESS**

1. To consider and adopt the Audited Annual Financial Statement (Standalone & Consolidated) of the Company for the financial year ended 31<sup>st</sup> March, 2021 together with the Reports of the Auditors and the Board of Directors thereon.

“**RESOLVED THAT** the Directors’ Report and the Audited Annual Financial Statement (Standalone & Consolidated) for the financial year ended 31<sup>st</sup> March, 2021 along with the Auditors’ Report thereon are hereby considered, approved and adopted.”

2. To appoint a Director in place of Mr. Shankar Lal Gupta (DIN: 00041007) who retires by rotation and being eligible, offers himself for reappointment.

Therefore, the shareholders are requested to consider and if thought fit, to pass with or without modifications the following resolution as Ordinary Resolution:

“**RESOLVED THAT** pursuant to Section 152 of the Companies Act, 2013, approval of the Board be and is hereby accorded for re-appointment of Mr. Shankar Lal Gupta (DIN 00041007), Director, who shall retire by rotation at the ensuing Annual General Meeting and be re-appointed as Director of the company.”

### **3. Ratification of Appointment of Statutory Auditors**

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

“**RESOLVED THAT** pursuant to section 139 and all other applicable provisions, if any, of the Companies Act, 2013 and the Companies (Audit and Auditors) Rules, 2014 appointment of M/s. Ranjit Jain & Co. Chartered Accountant (FRN: 322505E) made by the Board of Directors in their meeting held on 25.08.2021 to conduct Audit for the financial year 2021-2022 be and is hereby approved and ratified to hold office till the conclusion of the Annual General Meeting to be held on 2022 at a remuneration to be decided by the Board of Directors”.

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## 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. Pursuant to the provisions of Section 91 of Companies Act, 2013 and rules thereon read with Regulation 42(5) of SEBI (LODR) Regulations, 2015 the Register of Members and the Share Transfer Books of the Company will remain closed from **Friday, 24th September, 2021 to Thursday, 30th September, 2021 (both days inclusive)**.
5. In compliance with the MCA Circular No. 20/2020 dated 5 May, 2020 and SEBI Circular No. SEBI/HO/CFD/CMD1/ CIR/P/2020/79 dated 12 May 2020 and owing to the difficulties involved in dispatching of, physical copies of the financial statements including Board's Report, Auditor's report or other documents required to be attached therewith (together referred to as Annual Report), the Annual Report for FY 2020-21 and Notice of AGM indicating the process and manner of Electronic Voting are being sent in electronic mode to Members whose e-mail address is registered with the Company or the Depository Participant(s).

Member may note that Notice and Annual Report 2020-21 has been uploaded on the website of the Company at [www.shradhaprojects.com](http://www.shradhaprojects.com). The Notice can also be accessed from the websites of the Stock Exchanges where the shares are listed and traded, viz [www.cse-india.com](http://www.cse-india.com). The AGM Notice is also available on the website of NSDL at [www.evoting.nsdl.com](http://www.evoting.nsdl.com).

6. Members holding the shares in physical mode are requested to notify immediately the change of their address and bank particulars to the R & T Agent of the Company i.e., Niche Technologies Pvt Ltd. In case shares held in dematerialized form, the information regarding change of address and bank particulars should be given to their respective Depository

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Participant. Members are also advised not to leave their Demat account(s) dormant for long. Periodic statement of holdings should be obtained from the concerned Depository Participant and holdings should be verified.

7. 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 Saturday, Sunday and Holidays between 11:00 a.m. to 1:00 p.m. up to the date of Annual General Meeting.
8. 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 dematerialised form, are requested to bring their Client ID and DP ID numbers for easy identification of attendance at the meeting.
9. The Securities and Exchange Board of India (SEBI) has mandated the submission of PAN and bank account details for all members holding share in physical form. Therefore, the Members are requested to submit their PAN and Bank Account details to the Secretarial Department of the Company through email at [cs@shradhaprojects.com](mailto:cs@shradhaprojects.com) or to Company's RTA, M/s. Niche Technologies Pvt Ltd through email at [nichetechpl@nichetechpl.com](mailto:nichetechpl@nichetechpl.com). In this regard, the Members are requested to submit a duly signed letter along with self-attested copy of PAN Card(s) of all the registered Members (including joint holders). Members are also requested to submit original cancelled cheque bearing the name of the sole/ first holder. In case of inability to provide the original cancelled cheque, a copy of Bank Passbook / Statement of the sole / first holder duly attested by the Bank, not being a date earlier than one month may be provided. Members holding shares in demat form are requested to submit the aforesaid documents to their respective Depository Participant (s).
10. As per Regulation 40(7) of the SEBI (LODR) Regulations, 2015, as amended, read with Schedule VII to the said Regulations, for registration of transfer of shares, the transferee(s) as well as transferor(s) shall mandatorily furnish copies of their Income Tax Permanent Account Number (PAN) Card. In case of transmission of shares held in physical mode, it is mandatory to furnish a self-attested copy of the PAN Card of the legal heir(s) / Nominee(s).
11. In case of joint holders, the Member whose name appears as the first holder in the order of names as per the Register of Members of the Company will be entitled to vote at the AGM.
12. Members are requested to quote their Folio numbers / DP Id and Client Id in all communication / correspondence with the Company or its RTA.
13. 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.

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14. 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.
15. All documents, transfers, dematerialization requests and other communications in relation thereto should be addressed directly to the Company's Registrar and Transfer Agent, Niche Technologies Pvt Ltd, at the address mentioned below:

### NICHE TECHNOLOGIES PRIVATE LIMITED

7th Floor, Room No. 7A & 7B,

3A, Auckland Place, Kolkata 700 017

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. Shankar Lal Gupta (DIN: 00041007)

Date of Birth	04.06.1953
Nationality	Indian
Designation	Director
Qualification	CA, CS, B.com
Expertise	He has good knowledge in Account, Finance and trade policies.
Date of Appointment	03.08.2001
Shares held in the Company	5060
Directorship in Other Public Limited Companies apart from this Companies as on 31.03.2021	Tribhuvan Properties Limited
Chairman/Member of the committees in which he is a Director apart from this Company as on 31.03.2021	NIL

#### THE PROCESS AND MANNER FOR MEMBERS OPTING FOR VOTING THROUGH ELECTRONIC MEANS ARE AS UNDER:

17. In compliance with the provisions of Section 108 of the Companies Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rules, 2014, Secretarial Standards-2 (SS-2) on General Meetings issued by the Institute of Company Secretaries Of India and Regulation 44 of SEBI (LODR) Regulations 2015, as well as the Circulars issued by the Ministry of Corporate Affairs dated 8th April, 2020, 13th April, 2020 and 5th May, 2020 and SEBI Circular No. SEBI/HO/CFD/CMD1/CIR/P/2020/79 dated 12th May, 2020, the Company is pleased to provide its' members with the facility to exercise their right to vote on resolutions proposed to be considered at the 30th AGM by electronic means and the

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business may be transacted through e-Voting Services on all resolutions set forth in this notice. For the said purpose, the Board of Directors of the Company has engaged the services of National Securities Depository Limited (NSDL).

18. Voting rights will be reckoned on the paid-up value of shares registered in the name of the Members as on the cut-off date, i.e., Thursday, 23<sup>rd</sup> day of September, 2021. Only those Members whose names are recorded in the Register of Beneficial Owners maintained by the Depositories as on the cut-off date will be entitled to cast their votes by remote e-voting. The voting rights of the Members shall be in proportion to their share(s) of the paid-up equity share capital of the Company as on the cut-off date. A person who is not a Member on the cut-off date should accordingly treat this Notice as for information purposes only.
19. The remote e-voting period commences on **Monday, the 27<sup>th</sup> day of September, 2021 (9.00.A.M. IST) and ends on Wednesday, the 29<sup>th</sup> day of September, 2021 (5.00 P.M. IST)**, after which remote e-voting will be blocked by NSDL. During this period members of the Company, holding shares as on the cut-off date i.e., **Thursday, 23<sup>rd</sup> day of September, 2021**, may cast their vote by remote e-voting. The remote e-voting module shall be disabled by 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 or cast the vote again.
20. The facility for voting through electronic voting system shall also be made available during the AGM. Members attending the AGM who have not cast their vote by remote e-voting shall be eligible to cast their vote through e-voting during the AGM. The Members who have cast their vote by remote e-voting prior to the AGM may also attend/participate in the AGM but shall not be entitled to cast their vote again.
21. The details of the procedure and instructions for e-voting /joining the 30<sup>th</sup> AGM, as applicable are as follows:

## **How do I vote electronically using NSDL e-Voting system?**

*The way to vote electronically on NSDL e-Voting system consists of "Two Steps" which are mentioned below:*

### **Step 1: Access to NSDL e-Voting system**

#### **A) Login method for e-Voting and joining virtual meeting for Individual shareholders holding securities in demat mode**

In terms of SEBI circular dated December 9, 2020 on e-Voting facility provided by Listed Companies, Individual shareholders holding securities in demat mode are allowed to vote through their demat account maintained with Depositories and Depository Participants. Shareholders are advised to update their mobile number and email Id in their demat accounts in order to access e-Voting facility.

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Login method for Individual shareholders holding securities in demat mode is given below:

Type of shareholders	Login Method
Individual Shareholders holding securities in demat mode with NSDL.	<ol style="list-style-type: none"><li data-bbox="505 428 1463 1018">1. If you are already registered for <b>NSDL IDeAS facility</b>, please visit the e-Services website of NSDL. Open web browser by typing the following URL: <a href="https://eservices.nsdl.com/">https://eservices.nsdl.com/</a> either on a Personal Computer or on a mobile. Once the home page of e-Services is launched, click on the <b>“Beneficial Owner”</b> icon under <b>“Login”</b> which is available under <b>“IDeAS”</b> section. A new screen will open. You will have to enter your User ID and Password. After successful authentication, you will be able to see e-Voting services. Click on <b>“Access to e-Voting”</b> under e-Voting services and you will be able to see e-Voting page. Click on options available against company name or <b>e-Voting service provider - NSDL</b> and you will be re-directed to NSDL e-Voting website for casting your vote during the remote e-Voting period or joining virtual meeting &amp; voting during the meeting.</li><li data-bbox="505 1039 1463 1207">2. If the user is not registered for IDeAS e-Services, option to register is available at <a href="https://eservices.nsdl.com">https://eservices.nsdl.com</a>. Select <b>“Register Online for IDeAS”</b> Portal or click at <a href="https://eservices.nsdl.com/SecureWeb/IdeasDirectReg.jsp">https://eservices.nsdl.com/SecureWeb/IdeasDirectReg.jsp</a></li><li data-bbox="505 1249 1463 1871">3. Visit the e-Voting website of NSDL. Open web browser by typing the following URL: <a href="https://www.evoting.nsdl.com/">https://www.evoting.nsdl.com/</a> either on a Personal Computer or on a mobile. Once the home page of e-Voting system is launched, click on the icon <b>“Login”</b> which is available under <b>‘Shareholder/Member’</b> section. A new screen will open. You will have to enter your User ID (i.e. your sixteen digit demat account number held with NSDL), Password/OTP and a Verification Code as shown on the screen. After successful authentication, you will be redirected to NSDL Depository site wherein you can see e-Voting page. Click on options available against company name or <b>e-Voting service provider - NSDL</b> and you will be redirected to e-Voting website of NSDL for casting your vote during the remote e-Voting period or joining virtual meeting &amp; voting during the meeting.</li></ol>

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<p>Individual Shareholders holding securities in demat mode with CDSL</p>	<ol style="list-style-type: none"><li>Existing users who have opted for Easi / Easiest, they can login through their user id and password. Option will be made available to reach e-Voting page without any further authentication. The URL for users to login to Easi / Easiest are <a href="https://web.cdslindia.com/myeasi/home/login">https://web.cdslindia.com/myeasi/home/login</a> or <a href="http://www.cdslindia.com">www.cdslindia.com</a> and click on New System Myeasi.</li><li>After successful login of Easi/Easiest the user will be also able to see the E Voting Menu. The Menu will have links of <b>e-Voting service provider i.e. NSDL</b>. Click on <b>NSDL</b> to cast your vote.</li><li>If the user is not registered for Easi/Easiest, option to register is available at <a href="https://web.cdslindia.com/myeasi/Registration/EasiRegistration">https://web.cdslindia.com/myeasi/Registration/EasiRegistration</a></li><li>Alternatively, the user can directly access e-Voting page by providing demat Account Number and PAN No. from a link in <a href="http://www.cdslindia.com">www.cdslindia.com</a> home page. The system will authenticate the user by sending OTP on registered Mobile &amp; Email as recorded in the demat Account. After successful authentication, user will be provided links for the respective ESP i.e. <b>NSDL</b> where the e-Voting is in progress.</li></ol>
<p>Individual Shareholders (holding securities in demat mode) login through their depository participants</p>	<p>You can also login using the login credentials of your demat account through your Depository Participant registered with NSDL/CDSL for e-Voting facility. Once login, you will be able to see e-Voting option. Once you click on e-Voting option, you will be redirected to NSDL/CDSL Depository site after successful authentication, wherein you can see e-Voting feature. Click on options available against company name or <b>e-Voting service provider-NSDL</b> and you will be redirected to e-Voting website of NSDL for casting your vote during the remote e-Voting period or joining virtual meeting &amp; voting during the meeting.</p>

**Important note:** Members who are unable to retrieve User ID/ Password are advised to use Forget User ID and Forget Password option available at abovementioned website.

**Helpdesk for Individual Shareholders holding securities in demat mode for any technical issues related to login through Depository i.e. NSDL and CDSL.**



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Login type	Helpdesk details
Individual Shareholders holding securities in demat mode with NSDL	Members facing any technical issue in login can contact NSDL helpdesk by sending a request at <a href="mailto:evoting@nsdl.co.in">evoting@nsdl.co.in</a> or call at toll free no.: 1800 1020 990 and 1800 22 44 30
Individual Shareholders holding securities in demat mode with CDSL	Members facing any technical issue in login can contact CDSL helpdesk by sending a request at <a href="mailto:helpdesk.evoting@cdslindia.com">helpdesk.evoting@cdslindia.com</a> or contact at 022- 23058738 or 022-23058542-43

## **B) Login Method for shareholders other than Individual shareholders holding securities in demat mode and shareholders holding securities in physical mode.**

### **How to Log-in to NSDL e-Voting website?**

1. Visit the e-Voting website of NSDL. Open web browser by typing the following URL: <https://www.evoting.nsdl.com/> either on a Personal Computer or on a mobile.
2. Once the home page of e-Voting system is launched, click on the icon "Login" which is available under 'Shareholder/Member' section.
3. A new screen will open. You will have to enter your User ID, your Password/OTP and a Verification Code as shown on the screen.  
*Alternatively, if you are registered for NSDL eservices i.e. IDEAS, you can log-in at <https://eservices.nsdl.com/> with your existing IDEAS login. Once you log-in to NSDL eservices after using your log-in credentials, click on e-Voting and you can proceed to Step 2 i.e. Cast your vote electronically.*
4. Your User ID details are given below:

Manner of holding shares i.e. Demat (NSDL or CDSL) or Physical	Your User ID is:
a) For Members who hold shares in demat account with NSDL.	8 Character DP ID followed by 8 Digit Client ID For example, if your DP ID is IN300*** and Client ID is 12***** then your user ID is IN300***12*****.
b) For Members who hold shares in demat account with CDSL.	16 Digit Beneficiary ID For example, if your Beneficiary ID is 12***** then your user ID is 12*****.
c) For Members holding shares in Physical Form.	EVEN Number followed by Folio Number registered with the company For example, if folio number is 001*** and EVEN is 101456 then user ID is 101456001***

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5. Password details for shareholders other than Individual shareholders are given below:
  - a) If you are already registered for e-Voting, then you can use your existing password to login and cast your vote.
  - b) If you are using NSDL e-Voting system for the first time, you will need to retrieve the 'initial password' which was communicated to you. Once you retrieve your 'initial password', you need to enter the 'initial password' and the system will force you to change your password.
  - c) How to retrieve your 'initial password'?
    - If your email ID is registered in your demat account or with the company, your 'initial password' is communicated to you on your email ID. Trace the email sent to you from NSDL from your mailbox. Open the email and open the attachment i.e. a .pdf file. Open the .pdf file. The password to open the .pdf file is your 8 digit client ID for NSDL account, last 8 digits of client ID for CDSL account or folio number for shares held in physical form. The .pdf file contains your 'User ID' and your 'initial password'.
    - If your email ID is not registered, please follow steps mentioned below in **process for those shareholders whose email ids are not registered**
6. If you are unable to retrieve or have not received the "Initial password" or have forgotten your password:
  - a) Click on "**Forgot User Details/Password?**"(If you are holding shares in your demat account with NSDL or CDSL) option available on [www.evoting.nsdl.com](http://www.evoting.nsdl.com).
  - b) **Physical User Reset Password?**" (If you are holding shares in physical mode) option available on [www.evoting.nsdl.com](http://www.evoting.nsdl.com).
  - c) If you are still unable to get the password by aforesaid two options, you can send a request at [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in) mentioning your demat account number/folio number, your PAN, your name and your registered address etc.
  - d) Members can also use the OTP (One Time Password) based login for casting the votes on the e-Voting system of NSDL.
7. After entering your password, tick on Agree to "Terms and Conditions" by selecting on the check box.
8. Now, you will have to click on "Login" button.
9. After you click on the "Login" button, Home page of e-Voting will open.

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### **Step 2: Cast your vote electronically and join General Meeting on NSDL e-Voting system.**

#### **How to cast your vote electronically and join General Meeting on NSDL e-Voting system?**

1. After successful login at Step 1, you will be able to see all the companies "EVEN" in which you are holding shares and whose voting cycle and General Meeting is in active status.
2. Select "EVEN" of company for which you wish to cast your vote during the remote e-Voting period and casting your vote during the General Meeting. For joining virtual meeting, you need to click on "VC/OAVM" link placed under "Join General Meeting".
3. Now you are ready for e-Voting as the Voting page opens.
4. Cast your vote by selecting appropriate options i.e. assent or dissent, verify/modify the number of shares for which you wish to cast your vote and click on "Submit" and also "Confirm" when prompted.
5. Upon confirmation, the message "Vote cast successfully" will be displayed.
6. You can also take the printout of the votes cast by you by clicking on the print option on the confirmation page.
7. Once you confirm your vote on the resolution, you will not be allowed to modify your vote.

#### **General Guidelines for shareholders**

1. 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. with attested specimen signature of the duly authorized signatory(ies) who are authorized to vote, to the Scrutinizer by e-mail to [rohitsinghi.rs@gmail.com](mailto:rohitsinghi.rs@gmail.com) with a copy marked to [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in).
2. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential. Login to the e-voting website will be disabled upon five unsuccessful attempts to key in the correct password. In such an event, you will need to go through the "[Forgot User Details/Password?](#)" or "[Physical User Reset Password?](#)" option available on [www.evoting.nsdl.com](http://www.evoting.nsdl.com) to reset the password.
3. In case of any queries, you may refer the Frequently Asked Questions (FAQs) for Shareholders and e-voting user manual for Shareholders available at the download section of [www.evoting.nsdl.com](http://www.evoting.nsdl.com) or call on toll free no.: 1800 1020 990 and 1800 22 44 30 or send a request to at [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in).

# SHRADHA PROJECTS LIMITED

CIN: L27109WB1992PLC054108

UNIT 9A, 9<sup>TH</sup> FLOOR, TIRUMALA 22, 22 EAST TOPSIA ROAD KOLKATA - 700046

Ph no. 033-2285-1919/4600-4686

Email: [cs@shradhaprojects.com](mailto:cs@shradhaprojects.com) Website: [www.shradhaprojects.com](http://www.shradhaprojects.com)

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**Process for those shareholders whose email ids are not registered with the depositories for procuring user id and password and registration of e mail ids for e-voting for the resolutions set out in this notice:**

1. In case shares are held in physical mode please provide Folio No., Name of shareholder, scanned copy of the share certificate (front and back), PAN (self attested scanned copy of PAN card), AADHAR (self attested scanned copy of Aadhar Card) by email to [cs@shradhaprojects.com](mailto:cs@shradhaprojects.com).
2. In case shares are held in demat mode, please provide DPID-CLID (16 digit DPID + CLID or 16 digit beneficiary ID), Name, client master or copy of Consolidated Account statement, PAN (self attested scanned copy of PAN card), AADHAR (self attested scanned copy of Aadhar Card) to [cs@shradhaprojects.com](mailto:cs@shradhaprojects.com). If you are an Individual shareholders holding securities in demat mode, you are requested to refer to the login method explained at **step 1 (A)** i.e. **Login method for e-Voting and joining virtual meeting for Individual shareholders holding securities in demat mode.**
3. Alternatively shareholder/members may send a request to [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in) for procuring user id and password for e-voting by providing above mentioned documents.
4. In terms of SEBI circular dated December 9, 2020 on e-Voting facility provided by Listed Companies, Individual shareholders holding securities in demat mode are allowed to vote through their demat account maintained with Depositories and Depository Participants. Shareholders are required to update their mobile number and email ID correctly in their demat account in order to access e-Voting facility.

## **THE INSTRUCTIONS FOR MEMBERS FOR e-VOTING ON THE DAY OF THE AGM ARE AS UNDER:-**

1. The procedure for e-Voting on the day of the AGM is same as the instructions mentioned above for remote e-voting.
2. Only those Members/ shareholders, who will be present in the AGM and have not casted their vote on the Resolutions through remote e-Voting and are otherwise not barred from doing so, shall be eligible to vote through e-Voting system in the AGM.
3. Members who have voted through Remote e-Voting will be eligible to attend the AGM. However, they will not be eligible to vote at the AGM.
4. The details of the person who may be contacted for any grievances connected with the facility for e-Voting on the day of the AGM shall be the same person mentioned for Remote e-voting.

By Order of the Board

Sd/-

Rahul Thakkar

Company Secretary

Place: Kolkata

Date: 07.09.2021

# SHRADHA PROJECTS LIMITED

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## EXPLANATORY STATEMENT

The following Explanatory Statement pursuant to Section 102 of the Companies Act, 2013 ("Act") sets out all material facts relating to the business mentioned at Item No. 3 of the accompanying Notice dated 07.09.2021

### **Item No.3**

M/s. Vasudeo & Associates, Chartered Accountants, Kolkata, having FRN.: 319299E, Auditors of the Company resigned on 14.08.2021 as such after signing of the Accounts for the year ended 31st March, 2021 and First Quarter ended on 30th June, 2021.

The Board of Directors of the company at the meeting held on 25.08.2021 appointed M/s Ranjit Jain & Co. Chartered Accountant (FRN 322505E) to conduct Audit for the financial year 2021-2022. Pursuant to Section 139(8) of the Companies Act, 2013 appointment of Auditors to fill up casual vacancy caused by resignation should be approved by the shareholders within three natures.

Therefore, is the Resolution. The Board recommend the Resolution in the interest of the Company.

None of the Directors, Key Managerial Personnel or their relative is interested in the Resolution".

# SHRADHA PROJECTS LIMITED

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Date: 07.09.2021

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**

RAHUL THAKKAR  
COMPANY SECRETARY

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## ATTENDANCE SLIP

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

I/We hereby record my/our presence at 30th Annual General Meeting of the Company held at 11.00 A.M. on Monday, the 30th September, 2021.

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

\_\_\_\_\_  
Full Name of proxy (Block Letters)

\_\_\_\_\_  
Members / proxy's Signature

**SHRADHA PROJECTS LIMITED**

CIN: L27109WB1992PLC054108

UNIT 9A, 9<sup>TH</sup> FLOOR, TIRUMALA 22, 22 EAST TOPSIA ROAD KOLKATA - 700046

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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 : Unit 9A, 9<sup>th</sup> Floor, Tirumala 22, 22 East Topsia Road, Kolkata - 700046

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

I/We being the member of .....shares 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. ....

Signature .....

As my/our proxy to attend and vote (on a pole) for me/us and on my/our behalf at the 30<sup>th</sup> Annual General Meeting of the Company, to be held on Thursday, September 30, 2021 at Unit 9A, 9<sup>th</sup> Floor, Tirumala 22, 22 East Topsia Road, Kolkata – 700046

# SHRADHA PROJECTS LIMITED

CIN: L27109WB1992PLC054108

UNIT 9A, 9<sup>TH</sup> FLOOR, TIRUMALA 22, 22 EAST TOPSIA ROAD KOLKATA - 700046

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and at any adjournment thereof in respect of such resolutions as are indicated below:

R.NO	Resolution	Vote (Optional)	
		For	Against
<b>ORDINARY RESOLUTION</b>			
1.	To consider and adopt the Audited Annual Financial Statement (Standalone & Consolidated) of the Company for the financial year ended 31st March, 2021 together with the Reports of the Auditors and the Board of Directors thereon.		
2.	To appoint a Director in place of Mr. Shankar Lal Gupta (DIN: 00041007) who retires by rotation and being eligible, offers herself for reappointment.		
3.	To ratify the Appointment of Statutory Auditors- M/s Ranjit Jain & Co. Chartered Accountant (FRN 322505E) for the financial year 2021-2022.		

Signed this ..... Day of ..... 2021.

Signature of the Shareholder: .....

Signature of 1st 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, at SHRADHA PROJECTS LIMITED, Unit 9A, 9<sup>th</sup> Floor, Tirumala 22, 22 East Topsia Road, Kolkata - 700046 not less than FORTY-EIGHT HOURS before commencement of the meeting.

Affix  
Revenue  
Stamp



# SHRADHA PROJECTS LIMITED

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Date: 07.09.2021

## IMPORTANT AND URGENT FOR IMMEDIATE ACTION

Dear Shareholder(s),

Sub.: Mandatory update of PAN and Bank Details

Pursuant to SEBI circular SEBI/HO/MIRSD/DOP1/CIR/P/2018/73 dated 20th April, 2018 and circular SEBI/HO/MIRSD/DOS3/CIR/P/2018/115 dated 16th July, 2018, shareholders whose ledger folios do not have/have incomplete details with respect to PAN and Bank Account particulars are mandatorily required to furnish these details to the Issuer Company/RTA for registration in the folio. As per our records, your folio needs to be updated with the PAN / Complete Bank Account details so that the investments held by you are in compliance with the aforementioned circular.

You are hence requested to submit the following documents within 21 days of receipt of this communication:

- Enclosed Form duly filled in and signed by all the shareholders.
- Self-Attested Copy of Pan Card of all the shareholders,
- Cancelled Cheque Leaf with Name (if name is not printed on cheque - self-attested copy of first page of passbook) of all the shareholders and
- Address Proof (self-attested copy of Aadhaar-Card of all the shareholders)

In case if you have any queries or need any assistance in this regard, please contact:

<u>Company Details</u>	<u>Registrar &amp; Share Transfer Agent</u>
Shradha Projects Limited	Niche Technologies Pvt. Ltd.
Unit 9A, 9 <sup>th</sup> Floor, Tirumala 22	3A, Auckland Place
22 East Topsia Road	7th Floor, Room No. 7A & 7B
Kolkata - 700046	Kolkata - 700 017
Tel.: (033) 2285-1919/4600-4686	Tel.: (033) 2234-3576, (033) 2235-7270/7271
Email id: <a href="mailto:cs@shradhaprojects.com">cs@shradhaprojects.com</a>	Email id: <a href="mailto:nichetechpl@nichetechpl.com">nichetechpl@nichetechpl.com</a>

Thanking you,

For and by order of the Board of Directors of,  
**SHRADHA PROJECTS LIMITED**

**Name: RAHUL THAKKAR**

**Designation: Company Secretary**



## SHRADHA PROJECTS LIMITED

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	Name	PAN	Signature
First Holder :			
JointHolder1 :			
JointHolder2 :			

Date:

Place:

NB: The above details will not be updated if the supporting documents are not attached and not duly signed by all the shareholders.