

## NOTICE

Notice is hereby given that the 1<sup>st</sup> Annual General Meeting of the Members of **SOFTVAN PRIVATE LIMITED** will be held at the Registered Office of the Company 3rd Floor, 305, Sigma Legacy, Nr. Vikram Sarabhai Marg, Opp. Panjarapol, Ambawadi Ahmedabad- 380015 Gujarat on Tuesday, 30<sup>th</sup> November, 2021 at 11:30 a.m. to transact the following businesses: -

### ORDINARY BUSINESS:

#### **ITEM NO. 1 – ADOPTION OF AUDITED FINANCIAL STATEMENTS OF THE COMPANY FOR THE YEAR ENDED ON MARCH 31, 2021 TOGETHER WITH REPORTS OF THE BOARD OF DIRECTORS’ AND AUDITORS’ THEREON**

To receive, consider and adopt the financial statements of the Company for the year ended 31<sup>st</sup> March, 2021 including Audited Balance Sheet as at 31<sup>st</sup> March, 2021 and the Statement of the Profit & Loss for the year ended on that date and the Reports of the Board of Directors and Auditors thereon.

#### **ITEM NO. 2: APPOINTMENT OF M/S. RUPESH MEHTA & ASSOCIATES, CHARTERED ACCOUNTANTS, AS THE STATUTORY AUDITORS OF THE COMPANY**

To appoint M/S. Rupesh Mehta & Associates, Chartered Accountants as Statutory AuditorS of the Company for the term of 4 (four) years and fix their remuneration.

By order of the Board

**SOFTVAN PRIVATE LIMITED**

SOFTVAN PRIVATE LIMITED

*N. N. Manek*  
AUTHORISED SIGNATORY/DIRECTOR  
**NIMESH NARENDRABHAI MANEK**  
DIRECTOR  
DIN: 07388549

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## SOFTVAN PRIVATE LIMITED

305, 3<sup>rd</sup> FLOOR, SIGMA LEGACY, NR. VIKRAM SARABHAI MARG, OPP. PANJARAPOL,  
AHMEDABAD, Ahmedabad, Gujarat. (+91) 7926308690, sales@softvan.in  
PAN: ABDCS6613E, CIN: U72200GJ2020PTC113564

**NOTES:**

1. A member entitled to attend and vote at the Annual General Meeting (the "Meeting") is entitled to appoint a proxy to attend and vote on a poll instead of himself / herself and the proxy need not be a member of the Company. The instrument appointing the proxy should, however, be deposited at the registered office of the Company not less than forty-eight hours before the commencement of the Meeting.
2. A person can act as a proxy on behalf of members not exceeding fifty and holding in the aggregate not more than ten percent of the total share capital of the Company carrying voting rights. A member holding more than ten percent of the total share capital of the Company carrying voting rights may appoint a single person as proxy and such person shall not act as a proxy for any other person or shareholder.
3. Share Holders are requested to intimate immediately to the Company about the mandate and the change of address, if any.

By order of the Board

**SOFTVAN PRIVATE LIMITED**  
SOFTVAN PRIVATE LIMITED

*Nimesh Manek*  
AUTHORISED SIGNATORY/DIRECTOR  
**NIMESH NARENDRA BHAI MANEK**  
**DIRECTOR**  
**DIN: 07388549**

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**FORM NO. MGT-11**

**PROXY FORM  
ANNUAL GENERAL MEETING**

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

<b>Name of Shareholder(s):</b>	
<b>Registered Address:</b>	
<b>E-mail ID (If any):</b>	
<b>Folio No. /DP ID Client No:</b>	

I/We, being the shareholder(s) of SOFTVAN PRIVATE LIMITED holding \_\_\_\_\_ (No. of shares), hereby appoint:

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

Address: \_\_\_\_\_

E-mail ID: \_\_\_\_\_

Signature

Or failing him/her

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

Address: \_\_\_\_\_

E-mail ID: \_\_\_\_\_

Signature

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As my/our proxy to attend and vote (on a Poll) for me/us and my/our behalf at Annual General Meeting of the Company, to be held on Tuesday, 30<sup>th</sup> November, 2021 at 11:30 a.m at its Registered Office at 3<sup>rd</sup> Floor, 305, Sigma Legacy, Nr. Vikram Sarabhai Marg, Opp. Panjarapol, Ambawadi, Ahmedabad, Gujarat - 380015, India and at any adjournment thereof in respect of such resolutions as are indicated below:

RESOLUTION NO.	DESCRIPTION	FOR	AGAINST
<b>Ordinary Business:</b>			
1	ADOPTION OF AUDITED FINANCIAL STATEMENTS		
2	APPOINTMENT OF STATUTORY AUDITOR		

Affix  
Revenue  
Stamp of  
One  
Rupee

Date of Signing: \_\_\_\_\_

Signature of Shareholder

Signature of First Proxy Holder

Signature of Second Proxy Holder

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**NOTES:**

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1. This form in order to be effective must be duly stamped, completed and signed and must be deposited at the Registered Office of the Company, not later than 48 hours before the commencement of the meeting.
2. Please put a (✓) in the appropriate column against the resolutions indicated in the Box. If you leave the 'For' or 'Against' column blank against any or all the resolutions, your Proxy will be entitled to vote in the manner as he/she thinks appropriate.
3. The proxy need not to be the member of the Company.
4. All alterations made in the form of proxy should be initialed.

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**ATTENDANCE SLIP**

ANNUAL GENERAL MEETING TO BE HELD ON TUESDAY, 30<sup>TH</sup> NOVEMBER, 2021 AT 11:30 A.M

Sr. No : \_\_\_\_\_

Reg. Folio/ DP ID & Client ID	
Name & Address of the Member	
Name(s) of Joint holder(s)	
No. of Share(s) held	
Name of Proxy holder	

I/ We hereby record my/ our presence at the Annual General Meeting (“AGM”) of the members of the Company being held on Tuesday, 30<sup>th</sup> November, 2021 at 11:30 a.m at its Registered Office at 3<sup>rd</sup> Floor, 305, Sigma Legacy, Nr. Vikram Sarabhai Marg, Opp. Panjarapol, Ambawadi, Ahmedabad, Gujarat - 380015, India.

Signature of the Shareholder/ Proxy Present



***Shareholder/Proxy holder wishing to attend the meeting must bring the Attendance Slip to the meeting and handover at the entrance duly signed.***

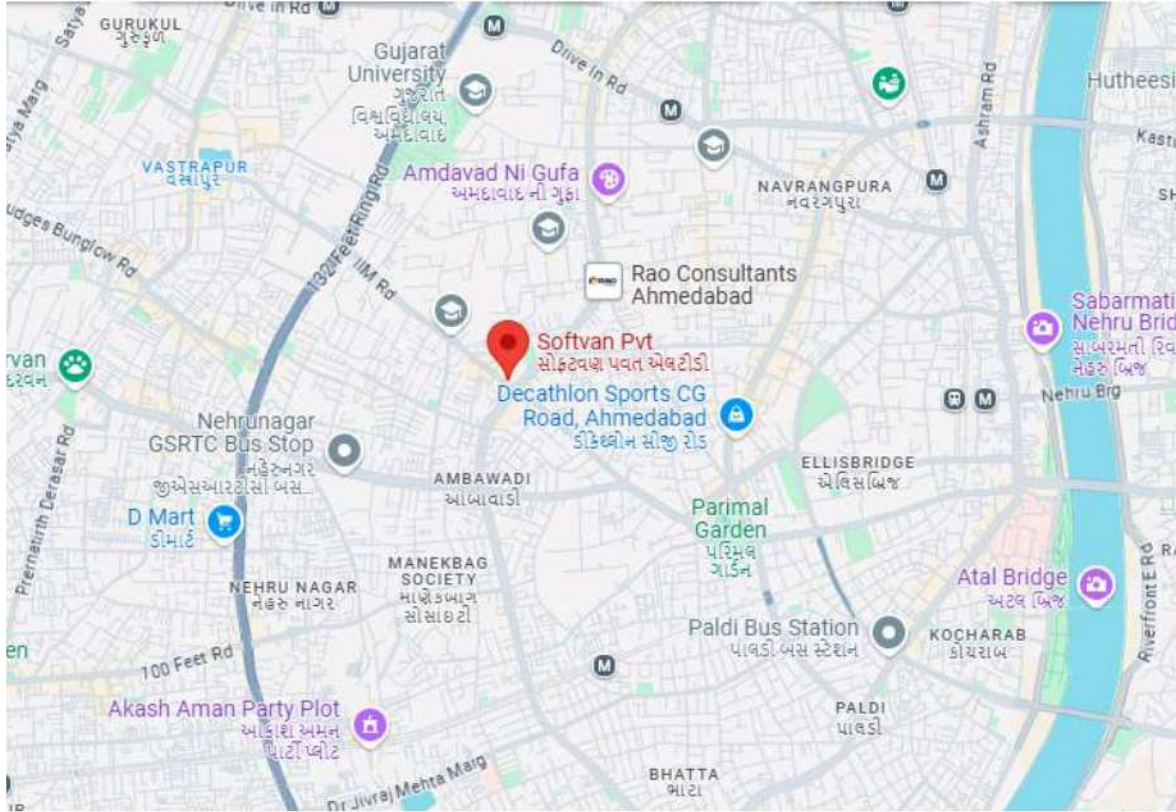
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## ROUTE MAP

Route Map of the venue of Annual General Meeting (AGM) be held on Tuesday, 30th November, 2021 at 11:30 a.m at its Registered Office at 3<sup>rd</sup> Floor, 305, Sigma Legacy, Nr. Vikram Sarabhai Marg, Opp. Panjarapol, Ambawadi, Ahmedabad, Gujarat - 380015, India.



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