

NOTICE OF ANNUAL GENERAL MEETING

NOTICE IS HEREBY GIVEN THAT THE 4TH ANNUAL GENERAL MEETING OF THE MEMBERS OF SAGACITO TECHNOLOGIES PRIVATE LIMITED WILL BE HELD ON 23RD DAY, DECEMBER 2020, AT 12:30 P.M. THROUGH VIDEO CONFERENCING ("VC") / OTHER AUDIO-VISUAL MEANS ("OAVM") TO TRANSACT THE FOLLOWING BUSINESS: TO TRANSACT THE FOLLOWING BUSINESS:

Ordinary Business

1. To consider and adopt the audited financial statement of the Company including the Balance Sheet as at March 31, 2020 and Profit and Loss Account for the Financial Year ended March 31, 2020, together with the Notes attached thereto for the financial year ended March 31, 2020 and the reports of the Board of Directors and Auditors thereon; and in this regard, pass the following resolution as **Ordinary Resolution**:

***"RESOLVED THAT** the audited financial statement of the Company including the Balance Sheet as at March 31, 2020 and Profit and Loss Account for the Financial Year ended March 31, 2020, together with the Notes attached thereto for the financial year ended March 31, 2020 and the reports of the Board of Directors and Auditors thereon laid before this meeting, be and are hereby considered and adopted."*

**By Order of the Board of Directors
For Sagacito Technologies Private Limited**



**Place: New Delhi
Date: 02/12/2020**

**Name: Arunabh Das Sharma
Designation: Director & CEO
DIN: 03464498
Address: E 14/3, Ground Floor Vasant Vihar
New Delhi -110057**

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 INSTEAD OF HIMSELF, AND THE PROXY NEED NOT BE A MEMBER OF THE COMPANY. THE INSTRUMENT APPOINTING PROXY, IN ORDER TO BE EFFECTIVE, MUST BE DEPOSITED AT THE REGISTERED OFFICE OF THE COMPANY NOT LESS THAN 48 HOURS BEFORE THE COMMENCEMENT OF THE MEETING.**

A person cannot 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.

2. Members / proxies / Authorized Representatives are requested to bring to the Meeting necessary details of their shareholding, attendance slip(s) and copy(ies) of their Annual Report.
3. Corporate members, if any intending to send their authorized representative(s) to attend the Meeting are requested to send to the Company a certified true copy of the relevant Board Resolution together with the specimen signature(s) of the representative(s) authorised under the said Board Resolution to attend and vote on their behalf at the Meeting.
4. Relevant documents referred to in the Notice are open for inspection by the members at the registered office of the Company on all working days (that is, except Saturdays, Sundays and Public Holidays) during business hours up to the date of the Meeting. The aforesaid documents will be also available for inspection by members at the Meeting.
5. Members are requested to notify any change in their address immediately to the Company’s registered office address mentioned above.
6. The register of Directors & Key Managerial Personnel and their Shareholding maintained under Section 170 of the Companies Act, 2013 shall remain open for inspection at the Annual General Meeting.
7. Members/Proxies are welcome at the AGM of the Company. However, the members/proxies may please note that no gifts/gift coupons will be distributed at the AGM.
8. No Route Map of the venue of the Annual General Meeting is required since it is being held through Video Conferencing (“VC”) / Other Audio Visual Means (“OAVM”).
9. Details of joining the Annual General Meeting for the members are as follows:

All the shareholders of company can join the meeting on scheduled date and time

When: Wed Dec 23, 2020 12:30pm – 1:30pm India Standard Time – Kolkata

Where: <https://us02web.zoom.us/j/81194448000?pwd=MWdKck1wblVzcVp5dVR6VklqT0NhZz09>

Meeting ID: 811 9444 8000

Passcode: 777793

**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]

SAGACITO TECHNOLOGIES PRIVATE LIMITED
(CIN: U74900DL2016PTC291876)
Registered Office: W-129, First Floor, Greater Kailash-1, New Delhi - 110048

Name of Member(s)	:	
Registered Address	:	
E-mail Id	:	
Folio No. / DP ID & Client ID	:	

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

1 Name : _____ E-mail id : _____
Address : _____

Signature : _____

or failing him / her

2 Name : _____ E-mail id : _____
Address : _____

Signature : _____

or failing him / her

3 Name : _____ E-mail id : _____
Address : _____

Signature : _____

as my/our proxy to attend and vote (on a poll) for me/us and on my/our behalf at the 4th Annual General Meeting of the company, to be held on the Wednesday, December 23, 2020 at 12:30 p.m. at through Video Conferencing ("VC") / Other Audio Visual Means ("OAVM") and at any adjournment thereof in respect of such resolutions as are indicated below:

Resolution No. 1

Resolution No.	Description	For*	Against*
Ordinary Business			
1.	To consider and adopt the audited financial statement of the Company including the Balance Sheet as at March 31, 2020 and Profit and Loss Account for the Financial Year ended March 31, 2020, together with the Notes attached thereto for the financial year ended March 31, 2020 and the reports of the Board of Directors and Auditors thereon		

* This is optional. Please put a tick mark (✓) in the appropriate column against the resolutions indicated in the box. If a member leaves the "For" or "Against" column blank against any or all the Resolutions, the proxy will be entitled to vote in the manner he / she thinks appropriate.

Signed this 23rd day of December 2020

Signature of Member

Signature of Proxy holder(s)

AFFIX
REVENUE
STAMP

Notes:

1. 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.
2. A proxy need not be a member of the Company.
3. For the Resolutions, Explanatory Statements and Notes, please refer to the Notice of the 4th Annual General Meeting.

**Attendance Slip of Annual General Meeting
SAGACITO TECHNOLOGIES PRIVATE LIMITED
(CIN: U74900DL2016PTC291876)
Registered Office: W-129, First Floor, Greater Kailash-1, New Delhi - 110048**

ATTENDENCE SLIP

04th Annual General Meeting, Wednesday, December 23, 2020 at 12:30 p.m.

Name of the Member/Proxy in Block Letters: Address: Folio/ DP-ID/Client ID: No. of Shares held:
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I certify that I am a registered shareholder/proxy for the registered Shareholder of the Company.

I hereby record my presence at the 04th Annual General Meeting of the Company held through Video Conferencing ("VC") / Other Audio Visual Means ("OAVM") on Wednesday, December 23, 2020.

Signature of Member/Proxy/Authorised Representative

Note:
Please fill this attendance slip and hand it over at the entrance of the meeting hall.