



## NOTICE OF 26<sup>th</sup> ANNUAL GENERAL MEETING

**NOTICE IS HEREBY GIVEN** that the 26<sup>th</sup> Annual General Meeting of members of Intec Capital Limited will be held on Saturday 26<sup>th</sup> December, 2020 at 12:00 noon, through Video Conferencing ("VC") / Other Audio Visual Means ("OAVM") to transact the following business:

### ORDINARY BUSINESS:

**Item No. 1: Adoption of Audited Financial Statements Standalone of the Company for the financial year ended March 31, 2020 and the reports of the Board of Directors and Independent Auditor's Report thereupon together with Adoption of Audited Financial Statements Consolidated of the Company for the financial year ended March 31, 2020 and Independent Auditor's Report thereupon.**

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

#### "RESOLVED that

1. The Audited Standalone Financial Statements of the Company for the Financial Year ended on 31<sup>st</sup> March, 2020 and reports of Board of Directors Auditors thereon laid before this meeting, be and are hereby considered and adopted.
2. The Audited Consolidated Financial Statements of the Company for the Financial Year ended on 31<sup>st</sup> March, 2020 along with reports of Auditors thereon laid before this meeting, be and are hereby considered and adopted".

**Item No. 2: Re-appointment of a director in place of Mr. Sanjeev Goel (DIN: 00028702) Managing Director who retires by rotation and being eligible, offers himself for re-appointment.**

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

**"RESOLVED THAT** the consent of Board of Directors be and is hereby accorded for the re-appointment of Mr. Sanjeev Goel, Managing Director who is liable to retire by rotation pursuant to Section 152 and other applicable provisions, if any of the Companies Act, 2013 read with Articles of Association of the Company subject to approval of shareholder in forthcoming 26<sup>th</sup> Annual General Meeting of the Company.

Mr. Sanjeev Goel, Managing Director and or Company Secretary of the Company be and are hereby jointly or severally authorized to do all such acts, deed and things as may be deemed necessary to give effect to the foregoing resolution."

### SPECIAL BUSINESS:

**Item No. 3: Re-appointment of Mr. Surender Kumar Goel (DIN :00963735), as Non-Executive Independent Director of the Company who is re-appointed by Board of Directors for a consecutive period of five (5) years.**

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

**"RESOLVED THAT** pursuant to the provisions of Section 149 read with Schedule IV and all other applicable provisions of the Companies Act, 2013 ("the Act") and the Rules made thereunder and pursuant to the provisions of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (including any modification (s) or re-enactment thereof), and subject to the approval of shareholders, the approval of Board be and is hereby accorded on recommendation of Nomination and Remuneration Committee for re-appointment of Mr. Surender Kumar Goel (DIN: 00963735) as Non-Executive Independent Director not liable to retire by rotation pursuant to applicable provisions of Companies Act, 2013 to hold office for a consecutive period of five (5) years with effect from 7<sup>th</sup> August 2019 to 6<sup>th</sup> August 2024 and who was earlier appointed as Non-Executive Independent Director not liable to retire by rotation pursuant to applicable provisions of Companies Act, 2013 to

hold office for a consecutive period of five (5) years starting from 7<sup>th</sup> August 2014 and ending on 6<sup>th</sup> August 2019.

Mr. Sanjeev Goel Managing Director and /or Company Secretary of the Company be and are hereby severally authorized to do all the acts, deeds and things which are necessary to the appointment of aforesaid person as an Independent Directors of the Company.

Mr. Sanjeev Goel, Managing Director and/or Company Secretary of the Company be and are hereby severally authorized to appoint the Practicing professionals for certification of above said form to be filed with the Office of the Registrar of Companies/ Central Government, as prescribed under the, Companies Act, 2013 and the Rules made thereunder."

**Item No. 4: Re-appointment of Mr. Rakesh Kumar Joshi (DIN :02410620), as Non-Executive Independent Director of the Company who is re-appointed by Board of Directors for a consecutive period of five (5) years.**

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

**"RESOLVED THAT** pursuant to the provisions of Section 149 read with Schedule IV and all other applicable provisions of the Companies Act, 2013 ("the Act") and the Rules made thereunder and pursuant to the provisions of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (including any modification(s) or re-enactment thereof), and subject to the approval of shareholders, the approval of Board be and is hereby accorded on recommendation of Nomination and Remuneration Committee for re-appointment of Mr. Rakesh Kumar Joshi (DIN:02410620) as Non-Executive Independent Director not liable to retire by rotation pursuant to applicable provisions of Companies Act, 2013 to hold office for a consecutive period of five (5) years with effect from 7<sup>th</sup> August 2019 to 6<sup>th</sup> August 2024 and who was earlier appointed as Non-Executive Independent Director not liable to retire by rotation pursuant to applicable provisions of Companies Act, 2013 to hold office for a consecutive period of five (5) years starting from 7<sup>th</sup> August 2019 and ending on 6<sup>th</sup> August 2024.

Mr. Sanjeev Goel Managing Director and /or Company Secretary of the Company be and are hereby severally authorized to do all the acts, deeds and things which are necessary to the appointment of aforesaid person as an Independent Director of the Company.

Mr. Sanjeev Goel Managing Director and/or Company Secretary of the Company be and are hereby severally authorized to appoint the Practicing professionals for certification of above said form to be filed with the Office of the Registrar of Companies/ Central Government, as prescribed under the, Companies Act, 2013 and the Rules made thereunder."

**Registered Office:**

**Intec Capital Limited**  
(CIN: L74899DL1994PLC057410)  
708, Manjusha Building 57,  
Nehru Place,  
New Delhi-110019

**By order of Board of Directors**  
**For Intec Capital Limited**

**Shefali Singhal**  
**Company Secretary**  
**Membership No: ACS 34314**

**Place: New Delhi**

**Date: 28<sup>th</sup> November 2020**



## Explanatory statement pursuant to section 102 of the companies act, 2013:

### Explanatory Statement to Item No. 3 & 4

Pursuant to the provisions of Section 149 read with Schedule-IV and all other applicable provisions of the Companies Act, 2013 ("the Act") and the Rules made thereunder and pursuant to the provisions of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (including any modification(s) or re-enactment thereof), based on the recommendation of the Nomination and Remuneration Committee, the Board of Directors, have re-appointed Mr. Surender Kumar Goel (DIN: 00963735) and Mr. Rakesh Kumar Joshi (DIN : 02410620), as Non-Executive Independent Director who are not liable to retire by rotation for consecutive period of five (5) years starting from 7<sup>th</sup> August 2019 till 6<sup>th</sup> August 2024.

The Company has received declaration from Mr. Surender Kumar Goel and Mr. Rakesh Kumar Joshi that they both meet the criteria of Independence prescribed under Section 149 of the Companies Act, 2013 and the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("Listing Regulations").

Mr. Surender Kumar Goel and Mr. Rakesh Kumar Joshi are not disqualified from being appointed as a Director in terms of Section 164 of the Act and has given their consent to act as a Director of the Company.

In the opinion of the Board, Mr. Surender Kumar Goel and Mr. Rakesh Kumar Joshi fulfils the conditions specified in the Act, the Rules thereunder and the Listing Regulations 2015 for re-appointment as a Non-Executive Independent Director and that they both are independent of the management of the Company.

Mr. Surender Kumar Goel and Mr. Rakesh Kumar Joshi are not related to any director or Key Managerial Personnel of the Company.

The Board is of the view that the continued association of Mr. Surender Kumar Goel and Mr. Rakesh Kumar Joshi has benefited the Company, given the knowledge, experience and performance of Mr. Surender Kumar Goel and Mr. Rakesh Kumar Joshi, and contribution to the Board.

### Details of re-appointment of Non-executive Independent Director

Particulars	Mr. Surender Kumar Goel	Mr. Rakesh Kumar Joshi
DIN	00963735	02410620
Date of Birth	11/08/1945	15/10/1953
Years of Experience	Over 40 years	Over 30 years
Qualification	Bachelor of Science, ASNT Level III Certification	CA and MBA
No. of shares held in Intec Capital Limited	NIL	NIL
Previous appointment details	Re-appointed as Non-executive Independent director of the company in the board meeting held on 7 <sup>th</sup> August 2014 for a period of 7 <sup>th</sup> August 2014 till 6 <sup>th</sup> August 2019.	Re-appointed as Non-executive Independent director of the company in the board meeting held on 7 <sup>th</sup> August 2014 for a period of 7 <sup>th</sup> August 2014 till 6 <sup>th</sup> August 2019.

This Explanatory Statement may also be regarded as a disclosure under the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015.

Save and except the above, none of the other Directors / Key Managerial Personnel of the Company / their relatives is, in any way, concerned or interested, financially or otherwise, in these resolutions.

Your directors recommend passing of resolution as an Special Resolution as set out in Item No. 3 & 4 of Notice of Annual General Meeting.

**NOTES:**

1. In view of the continuing Covid-19 pandemic, the Ministry of Corporate Affairs ("MCA") has vide its circular dated May 5, 2020 read with circulars dated April 8, 2020 and April 13, 2020 (collectively referred to as "MCA Circulars") and Circular No. SEBI/HO/CFD/CMD1/CIR/P/2020/79 dated May 12, 2020 ("SEBI Circular") issued by the Securities and Exchange Board of India (SEBI) permitted the holding of the AGM through VC / OAVM, without the physical presence of the Members at a common venue. In compliance with the provisions of the Act, SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("The Listing Regulations"), MCA Circulars and SEBI Circular, the AGM of the Company is being held through VC / OAVM.
2. Explanatory Statement setting out material facts pursuant to section 102(1) of the Act, which sets out details relating to Special Business to be transacted at the Meeting, is appended hereto.
3. The requirement to place the matter relating to appointment of Auditors for ratification by members at every Annual General Meeting is done away with vide notification dated May 7, 2018 issued by the Ministry of Corporate Affairs, New Delhi. Accordingly, no resolution is proposed for ratification of appointment of Statutory Auditors viz. S. P. Chopra & Co., Chartered Accountants (Firm No. 000346N), who were appointed in the Annual General Meeting held on Wednesday 27th September 2017 for a first block of five (5) years to hold office from the conclusion of 23<sup>rd</sup> Annual General Meeting scheduled to be held in Calendar Year 2017 till conclusion of 28<sup>th</sup> Annual General Meeting scheduled to be held in Calendar Year 2022 for conducting the Annual Statutory Audit for the respective Financial Years viz. starting from Financial Year 2017-2018 till Financial Year 2021-2022.
4. Pursuant to the provisions of the Act, a Member entitled to attend and vote at the AGM is entitled to appoint a proxy to attend and vote on his/her behalf and the proxy need not be a Member of the Company. Since this AGM is being held pursuant to the MCA Circulars and SEBI Circular through VC / OAVM, physical attendance of Members has been dispensed with. Accordingly, the facility for appointment of proxies by the Members will not be available for the AGM and hence the Proxy Form and Attendance Slip are not annexed to this Notice.
5. Members are informed that in case of joint holders attending the Meeting, only such joint holder who is higher in the order of the names will be entitled to vote at the meeting.
6. Members of the Company under the category of Institutional Investors are encouraged to attend and vote at the AGM through VC/OAVM. Corporate members intending to authorize their representatives to participate and vote at the meeting are requested to send a scanned copy (PDF/JPG Format) of its Board or governing body Resolution/Authorization etc., authorizing its representative to attend the AGM through VC / OAVM on its behalf and to vote through remote e-voting/e-voting at the AGM.
7. Pursuant to the provisions of Section 91 of the Act the register of members and share transfer books of the Company will remain closed from Sunday, 20<sup>th</sup> December 2020 to Saturday, 26<sup>th</sup> December, 2020. (Both days inclusive) for the purpose of the AGM.
8. Brief profile and other additional information pursuant to Regulation 36 (3) of the listing regulations and Schedule V of the Act and Secretarial Standard on General Meetings (SS-2) issued by The Institute of Company Secretaries of India, in respect of the Directors seeking appointment/reappointment at the AGM, is furnished along with explanatory statement annexed to the Notice and in the annual report of the company. The Directors have furnished consent/declaration of their appointment/re-appointment as required under the Act and the Rules made thereunder.
9. Members are requested to address all correspondence, to Beetal Financial & Computer Services Pvt. Ltd. 99 Madangir, Behind LSC New Delhi -110062 who is acting as our Registrar and Share Transfer Agent ("RTA"). Please quote your folio number and our Company's name in all your future correspondences.
10. Members wishing to claim dividends that remain unclaimed are requested to correspond with the RTA as mentioned above, or the Company Secretary, at the Company's Registered office mentioning the relevant Folio number or DP Id and Client Id, for issuance of demand draft. Members are requested to note that dividends that are not claimed within seven years from the date of transfer to the Company's Unpaid Dividend account, shall, as per section 125 of the Act, be transferred to the Investor Education and Protection fund (IEPF). Shares on which dividend remains unclaimed for seven consecutive years will be transferred to IEPF as per Section 125 of the Act, and the applicable rules.

The Company has uploaded the details of unpaid and unclaimed dividends lying with the Company on the website of the Company and the same can be accessed through the link: <http://www.inteccapital.com/investors/investor-information/unclaimed-unpaid-amount-of-dividends-deposits/>. The said details have also been uploaded on the website of the IEPF Authority and the same can be accessed through the link [www.iepf.gov.in](http://www.iepf.gov.in).

11. We urge members to support our commitment to environmental protection by choosing to receive their shareholding communication through email. You can do this by updating your email address with your depository participant. Members holding shares in physical mode are also requested to update their email addresses by writing to the RTA of the Company quoting their folio number. Members may also note that even after registering for e-communication, members are entitled to receive such communication in physical form, upon making a request for the same.
12. In compliance with the aforesaid MCA Circulars and SEBI Circular dated May 12, 2020, Notice of the AGM along with the Annual Report 2019-20 is being sent only through electronic mode to those Members whose email addresses are registered with the Company/Depositories. Members may note that the Notice and Annual Report 2019-20 will also be available on the Company's website [www.inteccapital.com](http://www.inteccapital.com), websites of the Stock Exchange i.e. BSE Limited at [www.bseindia.com](http://www.bseindia.com) and website of CDSL at [www.evotingindia.com](http://www.evotingindia.com).
13. Members holding shares in electronic form are requested to intimate all changes pertaining to their bank particulars, nominations, power of attorney, change of address, change of name, e-mail address, contact numbers, etc., to their respective Depository Participant (DP).
14. Members may join the 26<sup>th</sup> AGM through VC Facility by following the procedure as mentioned below in the notice, which shall be kept open for the Members from 11:45 a.m. IST i.e. 15 minutes before the time scheduled to start the 26<sup>th</sup> AGM and the Company may close the window for joining the VC Facility, 15 minutes after the scheduled time to start the 26<sup>th</sup> AGM. Attendance of members will be counted as the members who have successfully logged in through VC or OAVM and shall be counted for the purpose of reckoning of the quorum under section 103 of the Act.
15. As amended by SEBI (Listing Obligations and Disclosure Requirements) (Fourth Amendment) Regulations, 2018 dated June 08, 2018 members holding shares in physical form are mandatorily required to dematerialize their holding in order to eliminate all risks associated with physical shares. In view of the above, members are advised to dematerialize shares held by them in physical form, as the securities of listed Company can be transferred only in dematerialized form with effect from April 01, 2019 except in case for transmission or transposition of securities. Members can contact the Company or RTA for further assistance.
16. As per the provisions of Section 72 of the Act, the facility for making nomination is available for the Members in respect of the shares held by them. Members who have not yet registered their nomination are requested to register the same by submitting Form No. SH-13. Members are requested to submit the said details to their DP in case the shares are held by them in electronic form and to RTA in case the shares are held in physical form.
17. The Register of Directors and Key Managerial Personnel and their shareholding maintained under section 170 of the Act, and the Register of Contracts or arrangements in which the Directors are interested maintained under section 189 of the Act will be available electronically for inspection by the members during the AGM.
18. Members desirous of getting any information about the accounts and/or operation of the Company are requested to write to the Company at least seven days before the date of the meeting to enable the Company to keep the information ready at the meeting.
19. Relevant documents referred to in the notice will also be available for electronic inspection without any fees by the members from the date of this notice upto the date of the meeting.
20. The Securities and Exchange Board of India (SEBI) has mandated the submission of Permanent Account Number (PAN) by every participant in securities market. Members holding shares in electronic form are, therefore, requested to submit the PAN to their Depository Participants with whom they are maintaining their demat accounts. Members holding shares in physical form can submit their PAN details to the Company / RTA.
21. Members who hold shares in the physical form in the multiple folios in identical names or joint holdings in the same order of names are requested to send the Share Certificate to RTA, for consolidation into single folio.

**22.** In compliance with Section 108 of the Act, Rule 20 of the Companies (Management and Administration) Rules, 2014, (as amended), and the Regulation 44 of the Listing Regulations, the Company is pleased to offer remote e-voting facility to the members to enable them to cast their votes electronically from a place other than the venue of the AGM ('Remote E-voting') on all resolutions set forth in this Notice as well as online voting on the date of the AGM. Members who have cast their votes by remote e-voting prior to the Meeting may attend the Meeting but shall not be entitled to cast their votes again. The instructions for e-voting are annexed to the Notice.

The Company has appointed CS Krishna Kumar Sharma, FCS 7082, Practicing Company Secretary to act as the Scrutinizer for remote e-voting and e-voting to be carried out at the Meeting in a fair and transparent manner.

**23.** The Remote e-voting starts at 10.00 A.M. on Wednesday, 23rd December 2020 and ends at 05.00 P.M. on Friday, 25th December, 2020. The remote e-voting module will be disabled by CDSL for voting thereafter. During this period shareholders of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date i.e. Saturday, 19th December 2020, may cast their vote electronically.

**24.** The voting rights of shareholders shall be in proportion to their equity shares in the paid up equity share capital of the Company as on Saturday, 19th December 2020, (cut off date).

**25.** The final results including votes casted during the AGM and votes casted through remote e-voting shall be declared within 48 hours of conclusion of meeting. The final results along with the scrutinizer's report shall be placed on the Company's website [www.inteccapital.com](http://www.inteccapital.com), website of stock exchange [www.bseindia.com](http://www.bseindia.com) and on CDSL's website [www.evotingindia.com](http://www.evotingindia.com), immediately after the result is declared by the Chairman.

**26.** Since the AGM will be held through VC / OAVM, the Route Map is not annexed in this Notice.

**27. THE INSTRUCTIONS FOR SHAREHOLDERS FOR REMOTE E-VOTING ARE AS UNDER:**

- (i) The voting period begins on <Date and Time> and ends on <Date and Time>. During this period shareholders' of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date (record date) of <Record Date> may cast their vote electronically. The e-voting module shall be disabled by CDSL for voting thereafter.
- (ii) Shareholders who have already voted prior to the meeting date would not be entitled to vote at the meeting venue.
- (iii) The shareholders should log on to the e-voting website [www.evotingindia.com](http://www.evotingindia.com).
- (iv) Click on "Shareholders" module.
- (v) Now enter your User ID
  - a. For CDSL: 16 digits beneficiary ID,
  - b. For NSDL: 8 Character DP ID followed by 8 Digits Client ID,
  - c. Shareholders holding shares in Physical Form should enter Folio Number registered with the Company.

OR

Alternatively, if you are registered for CDSL's EASI/EASIEST e-services, you can log-in at <https://www.cdsindia.com> from Login - Myeasi using your login credentials. Once you successfully log-in to CDSL's EASI/EASIEST e-services, click on e-Voting option and proceed directly to cast your vote electronically.

- (vi) Next enter the Image Verification as displayed and Click on Login.
- (vii) If you are holding shares in demat form and had logged on to [www.evotingindia.com](http://www.evotingindia.com) and voted on an earlier e-voting of any company, then your existing password is to be used.
- (viii) If you are a first time user follow the steps given below:

<b>For Shareholders holding shares in Demat Form and Physical Form</b>	
PAN	Enter your 10 digit alpha-numeric *PAN issued by Income Tax Department (Applicable for both demat shareholders as well as physical shareholders) <ul style="list-style-type: none"> <li>• Shareholders who have not updated their PAN with the Company/Depository Participant are requested to use the sequence number sent by Company/RTA or contact Company/RTA.</li> </ul>

<b>For Shareholders holding shares in Demat Form and Physical Form</b>	
Dividend Bank Details	Enter the Dividend Bank Details or Date of Birth (in dd/mm/yyyy format) as recorded in your demat account or in the company records in order to login.
<b>OR</b> Date of Birth (DOB)	<ul style="list-style-type: none"> <li>If both the details are not recorded with the depository or company please enter the member id / folio number in the Dividend Bank details field as mentioned in instruction (v).</li> </ul>
(ix)	After entering these details appropriately, click on "SUBMIT" tab.
(x)	Shareholders holding shares in physical form will then directly reach the Company selection screen. However, shareholders holding shares in demat form will now reach 'Password Creation' menu wherein they are required to mandatorily enter their login password in the new password field. Kindly note that this password is to be also used by the demat holders for voting for resolutions of any other company on which they are eligible to vote, provided that company opts for e-voting through CDSL platform. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.
(xi)	For shareholders holding shares in physical form, the details can be used only for e-voting on the resolutions contained in this Notice.
(xii)	Click on the EVSN for the relevant <Company Name> on which you choose to vote.
(xiii)	On the voting page, you will see "RESOLUTION DESCRIPTION" and against the same the option "YES/NO" for voting. Select the option YES or NO as desired. The option YES implies that you assent to the Resolution and option NO implies that you dissent to the Resolution.
(xiv)	Click on the "RESOLUTIONS FILE LINK" if you wish to view the entire Resolution details.
(xv)	After selecting the resolution you have decided to vote on, click on "SUBMIT". A confirmation box will be displayed. If you wish to confirm your vote, click on "OK", else to change your vote, click on "CANCEL" and accordingly modify your vote.
(xvi)	Once you "CONFIRM" your vote on the resolution, you will not be allowed to modify your vote.
(xvii)	You can also take a print of the votes cast by clicking on "Click here to print" option on the Voting page.
(xviii)	If a demat account holder has forgotten the login password then Enter the User ID and the image verification code and click on Forgot Password & enter the details as prompted by the system.
(xix)	Shareholders can also cast their vote using CDSL's mobile app "m-Voting". The m-Voting app can be downloaded from respective Store. Please follow the instructions as prompted by the mobile app while Remote Voting on your mobile..

**Note for Non – Individual Shareholders and Custodians :**

- Non-Individual shareholders (i.e. other than Individuals, HUF, NRI etc.) and Custodians are required to log on to [www.evotingindia.com](http://www.evotingindia.com) and register themselves in the "Corporates" module.
- A scanned copy of the Registration Form bearing the stamp and sign of the entity should be emailed to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com).
- After receiving the login details a Compliance User should be created using the admin login and password. The Compliance User would be able to link the account(s) for which they wish to vote on.
- The list of accounts linked in the login should be mailed to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com) and on approval of the accounts they would be able to cast their vote.
- A scanned copy of the Board Resolution and Power of Attorney (POA) which they have issued in favour of the Custodian, if any, should be uploaded in PDF format in the system for the scrutinizer to verify the same.
- Alternatively Non Individual shareholders are required to send the relevant Board Resolution/ Authority letter etc. together with attested specimen signature of the duly authorized signatory who are authorized to vote, to the Scrutinizer and to the Company at the email address viz; [complianceofficer@inteccapital.com](mailto:complianceofficer@inteccapital.com) , if they have voted from individual tab & not uploaded same in the CDSL e-voting system for the scrutinizer to verify the same.

**28. PROCESS FOR THOSE SHAREHOLDERS WHOSE EMAIL ADDRESSES ARE NOT REGISTERED WITH THE DEPOSITORIES FOR OBTAINING LOGIN CREDENTIALS FOR E-VOTING FOR THE RESOLUTIONS PROPOSED IN THIS NOTICE:**

1. For Physical shareholders- please provide necessary details like 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 Company/RTA email id.
2. For Demat shareholders, please provide Demat account details (CDSL-16 digit beneficiary ID or NSDL-16 digit DPID + CLID), 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 Company/RTA email id.

**29. INSTRUCTIONS FOR SHAREHOLDERS ATTENDING THE AGM THROUGH VC/OAVM ARE AS UNDER:**

1. Shareholder will be provided with a facility to attend the AGM through VC/OAVM through the CDSL e-Voting system. Shareholders may access the same at <https://www.evotingindia.com> under shareholders/members login by using the remote e-voting credentials. The link for VC/OAVM will be available in shareholder/members login where the EVSN of Company will be displayed.
2. Shareholders are encouraged to join the Meeting through Laptops / iPads for better experience.
3. Further shareholders will be required to allow Camera and use Internet with a good speed to avoid any disturbance during the meeting.
4. Please note that Participants Connecting from Mobile Devices or Tablets or through Laptop connecting via Mobile Hotspot may experience Audio/Video loss due to Fluctuation in their respective network. It is therefore recommended to use Stable Wi-Fi or LAN Connection to mitigate any kind of aforesaid glitches.
5. Members who would like to express their views or ask questions during the AGM may register themselves as a speaker by sending their request from their registered email address mentioning their name, DP ID and Client ID / Folio number, PAN, Mobile number at [complianceofficer@inteccapital.com](mailto:complianceofficer@inteccapital.com) from Saturday, 19<sup>th</sup> December, 2020 (10:00 a.m. IST) to Monday, 21<sup>st</sup> December, 2020 (5:00 p.m. IST). Those Members who have registered themselves as a speaker will only be allowed to express their views / ask questions during the AGM.
6. Those shareholders who have registered themselves as a speaker will only be allowed to express their views/ask questions during the meeting.

**30. INSTRUCTIONS FOR SHAREHOLDERS FOR E-VOTING DURING 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 shareholders, who are present in the AGM through VC/OAVM facility 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 available during the AGM.
3. If any Votes are cast by the shareholders through the e-voting available during the AGM and if the same shareholders have not participated in the meeting through VC/OAVM facility , then the votes cast by such shareholders shall be considered invalid as the facility of e-voting during the meeting is available only to the shareholders attending the meeting.
4. Shareholders 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.

If you have any queries or issues regarding attending AGM & e-Voting from the eVoting System, you may refer the Frequently Asked Questions ("FAQs") and e-voting manual available at [www.evotingindia.com](https://www.evotingindia.com), under help section or write an email to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com). or contact Mr. Nitin Kunder (022- 23058738) or Mr. Mehboob Lakhani (022-23058543) or Mr. Rakesh Dalvi (022-23058542).

All grievances connected with the facility for voting by electronic means may be addressed to Mr. Rakesh Dalvi, Manager, (CDSL) Central Depository Services (India) Limited, A Wing, 25th Floor, Marathon



Futurex, Mafatlal Mill Compounds, N M Joshi Marg, Lower Parel (East), Mumbai - 400013 or send an email to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com) or call on 022-23058542/43.

31. Any person who acquires shares of the Company and becomes member of the Company after dispatch of the notice of AGM and holding shares as on the cut-off date i.e. Sunday, 20<sup>th</sup> December, 2020, required to follow the instructions mentioned in the notice. However if you are already registered with CDSL for remote e-voting then you can use your existing user ID and password for casting your vote
32. Members who have received the Notice by email and who wish to receive the Notice in physical form are requested to e-mail such request to the Company at [complianceofficer@inteccapital.com](mailto:complianceofficer@inteccapital.com).

**Registered Office:**  
Intec Capital Limited  
(CIN: L74899DL1994PLC057410)  
708, Manjusha Building 57,  
Nehru Place,  
New Delhi-110019

**By order of Board of Directors**  
For Intec Capital Limited

**Shefali Singhal**  
Company Secretary  
Membership No: ACS 34314

**Place: New Delhi**  
**Date: 28<sup>th</sup> November, 2020**