

# SWAGTAM TRADING & SERVICES LIMITED

CIN: L51909DL1984PLC289131

Registered Office: R-489, GF-A, New Rajinder Nagar, New Delhi – 110060, Tel: 011-42475489 E-mail: [swagtam1984@gmail.com](mailto:swagtam1984@gmail.com), Website: [www.swagtam.com](http://www.swagtam.com)

**27.09.2024**

**BSE Limited  
Phiroze Jeejeebhoy Tower,  
Dalal Street,  
Mumbai 400 001**

**Subject: Proceeding for the 39<sup>th</sup> Annual General meeting of M/s. Swagtam Trading Services Limited, Held on September 27<sup>th</sup>, 2024 as per Regulation 44 of SEBI (Listing Obligation and Disclosure Requirement Regulation) 2015.**

**SCRIP ID: SWAGTAM ISIN NO. : INE150R01019 SCRIP CODE: 539406**

Dear Sir / Madam,

39<sup>th</sup> Annual General Meeting of the company was held on Friday the 27<sup>th</sup> September 2024, Via VC/OAVM.

In connection with the same, please find the following:

1. In pursuant to Regulation 30, Part-A of schedule III of SEBI (Listing Obligation and Disclosure Requirement Regulation) 2015, read with SEBI Circular no. CIR/CFD/CMD/4/2015 DATED 9<sup>th</sup> September 2015, we are pleased to enclosed herewith Proceeding of the 39<sup>th</sup> Annual General Meeting of the company held today on 27<sup>th</sup> September 2024, held via VC/OAVM deemed to be conveyed at the registered office of the company at R-489, GF-A, New Rajinder Nagar, New Delhi – 110060., Pursuant to the provision of Section 103 of the Companies Act, 2013, Mr. Manish Sharma took the chair and welcome the members and invitees. **(Annexure A)**
2. Mr. Bharat Bhushan Garg Practicing Company Secretary of M/s. B. Bhushan & Co. was appointed as Scrutinizer of the meeting to scrutinize the vote cast in a fair and transparent manner.

We request you to take his information on record.

**For and on behalf of the Board of Directors of  
Swagtam Trading and Services Limited**

**Vinod Bala  
Whole-time Director and CFO  
DIN No. 09790881**

**PROCEEDING OF THE 39<sup>TH</sup> ANNUAL GENERAL MEETING WAS HELD ON FRIDAY THE 27<sup>TH</sup> DAY OF SEPTEMBER 2024, AT 11.00 A.M. THROUGH VIDEO CONFERENCING ('VC')/ OTHER VISUAL MEANS ('OAVM')**

In terms of the SEBI (Listing Obligation and Disclosure Requirement Regulation) 2015, the Proceeding of the 39<sup>th</sup> Annual General meeting is as under: -

The Following Directors, Key Executives and invitees were Present through VC/OAVM:

<b>Sl. No.</b>	<b>Directors and Key Executive in Attendance</b>
1	Mrs. Vinod Bala - Executive Director-Chairperson-CEO-MD
2	Mr. Manish Sharma - Non-Executive - Non- Independent Director
3	Ms. Apra Sharma -Non-Executive - Independent Director
4	Mr. Anupma Kashyap- Non-Executive - Independent Director
5	Mr. Sumit Gupta -Non-Executive - Non-Independent Director
6	Mr. Raman Mittal - Non-Executive - Independent Director
7	Mr. Anmol Verma - Non-Executive - Non-Independent Director

**Invitees:**

1. CA. Mr. Satish Jindal
2. CS. Mr. Bharat Bhushan Garg
3. CS. Mr. Taher Sapatwala

**Members:**

Total no of Members at the Cutoff date (03/09/2024) 801 Shareholding 1190500 Shares. The Quorum required under section 103 of the companies Act, 2013, is 7 member and 23 Shareholders were present who validly constituted the meeting.

At the outset, Mr. Taher Sapatwala extended warm welcome to the shareholders at the 39<sup>th</sup> Annual General Meeting and confirm that the requisite Quorum was present form the meeting and started the meeting.

Mr. Manish Sharma, Director was unanimously appointed as Chairperson for the meeting and took the Chair. Requisite Quorum being Present, the chairman then called the meeting to order and welcome all the shareholders and other as present in the meeting.

**Inspection of Statutory Records:**

All documents referred to in the Notice of the Annual General Meeting including the Register of Directors and KMPs and their Shareholding and Register of Contracts or Arrangements in which Directors are interested, are available electronically for inspection upon request by the members.

**Notice of the Meeting:**

With the consent of the members present at the meeting the Notice and Agenda convening the meeting was taken as read by all attendees to the meeting.

It was informed the Members that pursuant to the provisions of the Companies Act, 2013, the Rules framed thereunder and the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company had extended the remote e-voting facility to the Members of the Company in respect of the resolutions to be passed at the Meeting. The remote e-voting commenced at 9.00 a.m. on Tuesday, 24th September, 2024 and ended at 5.00 p.m. on Thursday, 26th September, 2024. It was informed that the Members that the facility for voting through e-voting system was made available during the Meeting for Members who had not cast their vote prior to the Meeting.

The Company had appointed Mr. Bharat Bhushan Garg, Practising Company Secretary (COP-14469, Membership No.- A31951) of B. Bhushan and Co., Delhi, as the Scrutiniser for the purpose of scrutinizing the process of remote e –voting held prior and e-voting during the AGM.

The chairman informed the voting will be done after all the resolutions given below for consideration and approval from the shareholders present in the meeting.

1.	<b>Ordinary Business: Ordinary Resolution:</b> To receive, consider and adopt the Audited Balance Sheet as at 31st March 2024 and the Statement of Profit and Loss & Cash Flow Statements, etc., for the year ended on that date along with the Reports of Auditors and Directors thereon.
2.	<b>Ordinary Business: Ordinary Resolution:</b> To appoint a Director in place of Mr. Raman Mittal (DIN: 06877244) who retires by rotation and being eligible offers himself for re-appointment as a Director.
3.	<b>Ordinary Business: Ordinary Resolution:</b> To ratify/ re-appoint M/s G.K. Kedia & Co. (FRN – 013016N), as statutory auditors and fix their remuneration.
4.	<b>Special Business : Special Resolution:</b> To make / Grant loan(s) or give guarantee(s) or make investments in excess of the prescribed limit U/s 186 of the Companies Act, 2013.

Mr. Bharat Bhushan Garg, Practicing Company Secretary (COP-14469, Membership No.- A-31951) of B. Bhushan & Co., Delhi, who is appointed scrutinizer for the meeting; supervised the e voting process and both form of voting; E-voting at NSDL platform and at the E-voting at AGM Venue were done in fair and transparent manner.

The chairman authorized Ms. Vinod Bala the Whole-Time Director & CFO to carry out voting procedure and declare consolidated voting results pursuant to Regulation 44(3) of SEBI (Listing Obligation and Disclosure Requirement) Regulation, 2015. The voting results of this AGM will be submitted to the Stock Exchange and same shall be disseminated on companies' website [www.swagatam.com](http://www.swagatam.com), at the website of NSDL at [www.evoting.nsdl.com](http://www.evoting.nsdl.com) and same will also be placed at registered office of the company in 2 working days of conclusion of this AGM.

On the invitation of the Chairman, Members who had registered themselves as speakers addressed the meeting through VC/OAVM and sought clarifications for the Company's Accounts and Businesses. Since none of the speaker has attend the meeting, hence there were no queries raised by the Members.

Then chairman formally announced the closure of agenda business of 39<sup>th</sup> Annual General Meeting of the Company.

The meeting concluded at 11.20 A.M.

The Chairman thanked all the shareholders for their active participation and announced formal closure of the meeting.

**For and on behalf of the Board of Directors of  
Swagtam Trading and Services Limited**

**Vinod Bala  
Whole-time Director and CFO  
DIN No. 09790881**