

Gujarat TOOLROOM LIMITED

402, Sheel Complex, 4th Floor, Mayur Colony, Nr. Mithakhali Under Bridge, Navrangpura, AHMEDABAD - 380 009
Tel No. : 079 - 2640 3311, 2640 1304, Tel-Fax : 079 - 2640 1304, Email: info@gujarattoolroom.com, Website : www.gujarattoolroom.com

CIN: - L45208GJ1983PLC006056

17/09/2019

Bombay Stock Exchange Ltd.

Floor 25, P. J. Towers
Dalal Street,
Mumbai - 400 001

Ahmedabad Stock Exchange Ltd.

Kamdhenu Complex,
Panjrapole, Ambawadi,
Ahmedabad- 380 015

Dear Sir,

**Sub: - Notice of 35th Annual General Meeting of the Company and Book Closure Notice.
BSE Code: 513337**

This is to inform you that 35th Annual General Meeting of the Company will be held on **Monday, 30th September, 2019** at the Office of the Company situated at 2nd Floor, 202, Shoppers Plaza- 3, Opp. Municipal Market, C G Road, Ahmedabad - 380 009 at **2.30 p.m.** to transact following business:

- 1. To receive, consider and adopt the Financial Statements as at 31st March, 2019 and the Reports of the Board of Directors and Auditors;**
- 2. To appoint a Director in place of Mr. Kunjan Vora (DIN: 03612667) who retires by rotation and being eligible, offers himself for re-appointment;**



Further, as per the Company's Code of Conduct for Prohibition of Insider Trading, the trading window for dealing in the securities of the Company will be closed for all directors / officers / designated employees of the Company from **Monday 23rd September, 2019 to Sunday 29th September, 2019 (both days inclusive).**

You are requested to take the same on your record.

Thanking you,

Yours faithfully,

For, GUJARAT TOOLROOM LIMITED

VISHAL M. SHAH
Director
(DIN: 03279724)

NOTICE

NOTICE is hereby given that the **35th ANNUAL GENERAL MEETING** of the Members of **GUJARAT TOOLROOM LIMITED** will be held on **Monday, 30th September, 2019 at 2.30 P.M.** at 2nd Floor, 202, Shoppers Plaza- 3, Opp. Municipal Market, C G Road, Ahmedabad – 380 009 to transact the following businesses:

ORDINARY BUSINESS:

- 1. To receive, consider and adopt the Financial Statements as at 31st March, 2019 and the Reports of the Board of Directors and Auditors;**
- 2. To appoint a Director in place of Mr. Kunjan Vora (DIN: 03612667) who retires by rotation and being eligible, offers himself for re-appointment;**

Regd.Office
402,Sheel Complex,
Nr. Mithakhali Under
Bridge, Navrangpura,
Ahmedabad – 380009

Date: 17/09/2019
Place:Ahmedabad

On behalf of Board of Directors of
For, **Gujarat Toolroom Limited,**

-SD-
Vishal Shah
Chairman
(DIN:03279724)

NOTES

1. A MEMBER ENTITLED TO ATTEND AND VOTE AT THE MEETING IS ENTITLED TO APPOINT A PROXY TO ATTEND AND VOTE ON A POLL INSTEAD OF HIMSELF AND PROXY NEED NOT BE A MEMBER OF THE COMPANY.

Proxies, in order to be effective, must be received by the Company, duly filled, stamped and signed, at its Office where meeting to be held not less than 48 hours before the Meeting.

Proxies submitted on behalf of limited companies, societies, etc., must be supported by appropriate resolutions/ authority, as applicable, issued on behalf of the nominating organisation.

A person can act as proxy on behalf of Members not exceeding fifty (50) and holding in the aggregate not more than 10% of the total share capital of the Company carrying voting rights. In case a proxy is proposed to be appointed by a Member holding more than 10% of the total share capital of the Company carrying voting rights, then such proxy shall not act as a proxy for any other person or Member.

2. Corporate Members intending to send their authorised representatives to attend the AGM are requested to send a duly certified copy of their Board Resolution authorising the representatives to attend and vote at the AGM.
 3. In case of joint holders attending the Meeting, only such joint holder who is higher in the order of names will be entitled to vote.
 4. Members / Proxies / Authorised Representatives should bring the enclosed Attendance Slip, duly filled in, for attending the Meeting. Copies of the Annual Report or Attendance Slips will not be distributed at the Meeting.
 5. Relevant documents referred to in the accompanying Notice and the Statement, are open for inspection by the members at the Registered Office of the Company on all working days, except Saturdays, during business hours upto the date of the Meeting.
 6. Profile of the Directors seeking appointment / re-appointment, as required in terms of Regulation 36 of the SEBI (Listing Obligation and Disclosure Requirement) Regulations, 2015 is annexed to this Notice.
 7. Pursuant to the provisions of Section 91 of the Companies Act, 2013, the Register of Members and Share Transfer Books of the Company will remain closed from **Monday 23rd September, 2019 to Sunday 29th September, 2019** (both days inclusive).
 8. SEBI has mandated the submission of Permanent Account Number (PAN) for participating in the securities market, deletion of name of deceased holder, transmission / transposition of shares. Members are requested to submit the PAN details to their Depository Participant (DP) in case of holdings in dematerialised form or to M/s. Bigshare Services Pvt. Ltd. A-802 Samudra Complex, Near Klassic Gold Hotel, Off C G Road Navrangpura, Ahmedabad-380 009 Gujarat in case of holdings in physical form, mentioning your correct reference folio number.
 9. Members holding shares in physical form are requested to consider converting their holding to dematerialised form to eliminate all risks associated with physical shares and for ease in portfolio management. Members can contact **Bigshare Services Private Limited**. A-802 Samudra Complex, Near Klassic Gold Hotel, Off C G Road Navrangpura, Ahmedabad-380009, Gujarat for assistance in this regard.
 10. The Annual Report 2019-20 of the Company circulated to the Members of the Company, will be made available on the Company's website at www.gujarattoolroom.com.
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11. Members desirous of getting any information about the Accounts of the Company are requested to write to the Company at least even days in advance of the Meeting, so that the information can be kept ready at the Meeting.
12. Pursuant to the provisions of Section 108 of the Companies Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rules, 2014 and Regulation 44 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company is pleased to provide to its members facility to exercise their right to vote on resolutions proposed to be passed in the Meeting by electronic means. The members may cast their votes using an electronic voting system through remote e-voting services provided by Central Depository Services Limited (CDSL) from a place other than the venue of the Meeting.

The instructions electronic voting (e-voting) are as under: Instructions for remote e-voting:

- (i) The voting period commences on 9:00 a.m. on Friday, 27th September, 2019 and ends on 5.00 p.m. on Sunday, 29th September, 2019. During this period shareholders' of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date which has been fixed as Tuesday 24th September, 2019 may cast their vote electronically. The e-voting module shall be disabled by CDSL for voting thereafter.
- (ii) The shareholders should log on to the e-voting website www.evotingindia.com.
- (iii) Click on Shareholders.
- (iv) 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) Members holding shares in Physical Form should enter Folio Number registered with the Company.
- (v) Next enter the Image Verification as displayed and Click on Login.
- (vi) If you are holding shares in demat form and had logged on to www.evotingindia.com and voted on an earlier voting of any company, then your existing password is to be used.
- (vii) If you are a first time user follow the steps given below:

	For Members holding shares in Demat Form and Physical Form
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"> • Members who have not updated their PAN with the Company/Depository Participant are requested to use the sequence number which is printed on Postal Ballot / Attendance Slip indicated in the PAN field.
DOB	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.
Dividend Bank Details	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 (iv).

- (viii) After entering these details appropriately, click on "SUBMIT" tab.
- (ix) Members holding shares in physical form will then directly reach the Company selection screen. However, members 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.

- (x) For Members holding shares in physical form, the details can be used only for e-voting on the resolutions contained in this Notice.
- (xi) Click on the EVSN for the relevant **Gujarat Toolroom Limited** on which you choose to vote.
- (xii) 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.
- (xiii) Click on the “RESOLUTIONS FILE LINK” if you wish to view the entire Resolution details.
- (xiv) 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.
- (xv) Once you “CONFIRM” your vote on the resolution, you will not be allowed to modify your vote.
- (xvi) You can also take a print of the votes cast by clicking on “Click here to print” option on the Voting page.
- (xvii) 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.
- (xviii) Shareholders can also cast their vote using CDSL’s mobile app - CDSL m-Voting available for iphone as well as android and windows based mobiles. Please follow the instructions as prompted by the mobile app while voting on your mobile.

Note for Non – Individual Shareholders and Custodians

- Non-Individual shareholders (i.e. other than Individuals, HUF, NRI etc.) and Custodian are required to log on to www.evotingindia.com and register themselves as Corporates.
 - A scanned copy of the Registration Form bearing the stamp and sign of the entity should be emailed to helpdesk.evoting@cdslindia.com.
 - After receiving the login details 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 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.
- (xix) In case you have any queries or issues regarding e-voting, you may refer the Frequently Asked Questions (“FAQs”) and e-voting manual available at www.evotingindia.com, under help section or write an email to helpdesk.evoting@cdslindia.com.
 - (xx) Any person, who acquires shares of the Company and become member of the Company after dispatch of the notice and holding shares as of the Cut Off date i.e. 24thSeptember, 2019 may obtain the login ID and password by sending a request in writing at helpdesk.evoting@cdslindia.com.
 - (xxi) 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. If you forgot your password, you can reset your password by using “Forgot User Details/Password” option available on www.evotingindia.com.

A person, whose name is recorded in the register of members or in the register of beneficial owners maintained by the depositories as on the cut-off date only shall be entitled to avail the facility of remote e-voting/voting at the AGM through ballot paper.

Mr. Jatin Kapadia, COP Number 12043, Practising Company Secretary has been appointed as the Scrutinizer to scrutinize the voting process in a fair and transparent manner.

The Chairman shall, at the AGM, at the end of discussion on the resolutions on which voting is to be held, allow voting with the assistance of scrutinizer, by use of “Ballot Paper” / “Polling Paper” for all those members who are present at the AGM who have not cast their votes by availing the remote e-voting facility.

The Scrutinizer shall after the conclusion of voting at the Annual General Meeting, first count the votes cast at the meeting and thereafter unblock the votes cast through remote e-voting in the presence of at least two witnesses not in the employment of the Company and shall make, not later than two days of the conclusion of the AGM, a consolidated scrutinizer's report of the total votes cast in favour or against, if any, to the Chairman or a person authorized by him in writing, who shall countersign the same and declare the result of the voting forthwith. The voting rights of shareholders shall be in proportion to their shares of the paid-up equity share capital of the Company as on 24th September, 2019.

The results declared along with the Scrutinizer's Report shall be placed on the Company's website www.gujarattoolroom.com and on the website of the CDSL within two days of the passing of the resolutions at the Annual General Meeting of the Company, and communicated to Stock Exchanges.

13. All documents referred to in the accompanying notice and the Statement are open for inspection by the members at the Registered Office of the Company on all working days, except Saturdays and public holiday, during business hours upto the date of the Annual General Meeting.
 14. The Companies Act, 2013 provides nomination facility to the members. As a member of the Company, you have an option to nominate any person as your nominee to whom your shares shall vest in the unfortunate event of your death. It is advisable to avail of this facility especially by the members who currently hold shares in their single name. Nomination can avoid the process of acquiring any right in shares through transmission by law. In case of nomination for the shares held by the joint holders, such nomination will be effective only on death of all the holders. The shares which are held in dematerialized form, the nomination form needs to be forwarded to your Depository Participant.
 15. **Any member desiring any clarification/explanation in respect of the information given in this annual report is requested to submit query to the company at least 7 days in advance before the meeting so as to enable the management to keep information ready.**
 16. A route map giving directions to reach the venue of the 35th Annual General Meeting is attached as annexure herewith.
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Brief resume of the Directors seeking appointment/re-appointment at the 35th Annual General Meeting (Pursuant to Regulation 36 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015)

NAME OF DIRECTORS	Mr. Kunjan Vora
DIN	03212667
Age /Date of Birth	20/11/1986
Date of Appointment	24/09/2015
Qualification and experience in specific functional area	Graduate
Directorship held in other companies*	NIL
Membership / Chairmanships of Committee in other Public Companies	NIL
Number of shares held in the company	NIL
Relationship with any Director(s) of the Company	N.A.

*Pvt. Companies excluded

GUJARAT TOOLROOM LIMITED

CIN : L45208GJ1983PLC006056

Regd. Office : 402, Sheel Complex, Nr. Mithakhali Under Bridge, Navrangpura, Ahmedabad – 380 009.

ContactNo:079-26403311,26401304Email:-gujtoolroom@gmail.com

Web:-www.gujarattoolroom.com

Form-MGT-11

PROXYFORM

[Pursuant to Section 105(6) of the Companies Act, 2013 and Rule 19(3) of the Companies (Management and Administration) Rules, 2014]

35th Annual General Meeting – Monday, 30th September, 2019 at 2.30 p.m

CIN : L45208GJ1983PLC006056

Name of the company : GUJARAT TOOLROOM LIMITED

Meeting Held at: 202, Shoppers Plaza-3 , Opp Municipal Market, C G Road, Ahmedabad -380 009

Registered office : 402, Sheel Complex, Nr. Mithakhali Under Bridge, Navrangpura, Ahmedabad-380 009

Name of the Member(s):

Registered Address:

Email:

DPID:

Folio No. / Client ID No.:

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

1) Name: _____ Address: _____

_____ E-mail Id: _____

Signature: _____ Or falling him/her

2) Name: _____ Address: _____

_____ E-mail Id: _____

Signature: _____ Or falling him/her

3) Name: _____ Address: _____

_____ E-mail Id: _____

Signature: _____ Or falling him/her

_____ TEARHERE _____

GUJARAT TOOLROOM LIMITED

CIN : L45208GJ1983PLC006056

Regd. Office : 402, Sheel Complex, Nr. Mithakhali Under Bridge, Navrangpura, Ahmedabad – 380 009.

Contact No: 079-26403311, 26401304

Email:-gujtoolroom@gmail.com Web:- www.gujarattoolroom.com

ATTENDANCE SLIP

Full name of the Member attending: _____

Name of Proxy:

I hereby record my presence at the Annual General Meeting being held on Monday, 30th September, 2019 at 2.30 p.m. at the office of the Company situated at 202, Shoppers Plaza-3 , Opp Municipal Market, C G Road, Ahmedabad -380 009

Regd. Folio No. _____

DPID* _____

Client Id* _____

No. of Shareheld _____

**Member's/Proxy's Signature
(To be signed at the time of handling over the slip)**

* Applicable for members holding shares in dematerialized form.

Note : Persons attending the Annual General Meeting are requested to bring their copies of Annual Report.

As my/our proxy to attend and vote (on a poll) for me/us and on my/our behalf at the 35th Annual general meeting of the company, to be held on the Monday, 30th September, 2019 at 2.30 p.m. at the office of the Company situated at 202, Shoppers Plaza-3 , Opp Municipal Market, C G Road, Ahmedabad -380 009 and at any adjournment thereof in respect of such resolutions as are indicated below:

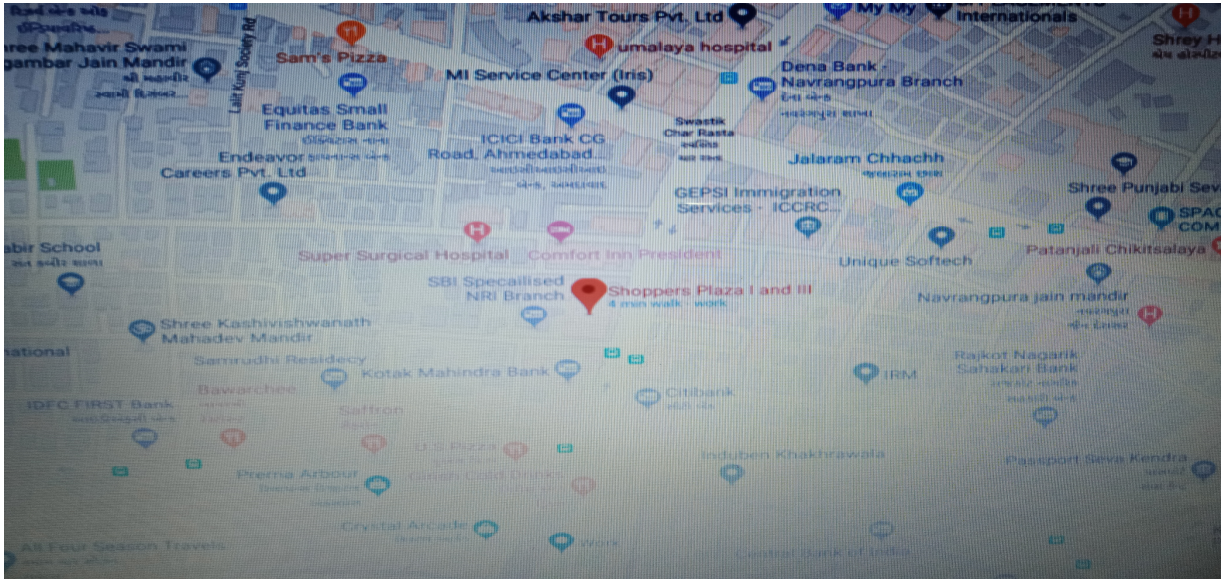
- | Resolution No. | Particulars |
|----------------|--|
| 1 | To receive, consider and adopt the Audited Balance Sheet as at 31st March, 2019 Statement of Profits & Loss and together with Cash Flow Statement and Notes forming part thereto ("Financial Statement") for the year ended on 31st March, 2019 and Report of the Board of Directors and Auditors thereon. |
| 2. | To appoint a Director in place of Shri Kunjan Vora (DIN: 03612667) who retires by rotation and being eligible, offers himself for re-appointment |

Signed this _____ day of _____
_____ 2019
Signature of Member _____
Signature of Proxy holder(s) _____

Affix
Revenue
Stamp

Note: 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.

✂ _____ TEAR HERE _____ ✂
ROUTE MAP FOR AGM



GUJARAT TOOLROOM LIMITED

Venue of the Meeting:

202, Shoppers Plaza-3 , Opp Municipal Market, C G Road, Ahmedabad -380 009