

July 31, 2020

BSE Limited
Phiroze Jeejeebhoy Towers,
Dalal Street,
Mumbai - 400001.

National Stock Exchange of India Ltd.,
Exchange Plaza, C/1, G Block,
Bandra - Kurla Complex, Bandra (E),
Mumbai - 400051.

Scrip ID: BSOFT
Scrip Code: 532400

Symbol: BSOFT
Series: EQ

Kind Attn: The Manager,
Department of Corporate Services

Kind Attn: The Manager,
Listing Department

Subject: - Newspaper publication titled “Notice of the Twenty Ninth Annual General Meeting and e-voting information”.

Dear Sir / Madam,

Pursuant to Regulation 47 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, please find enclosed clippings of the newspaper publication titled “Notice of the Twenty Ninth Annual General Meeting and e-voting information” that are published in today’s Financial Express, Indian Express and Loksatta. The same are also available on the Company’s website at www.birlasoft.com.

This is for your information and records.

Thanking you.

Yours faithfully,

For **Birlasoft Limited**
(Formerly *KPIT Technologies Limited*)

Sneha Padve
Company Secretary & Compliance Officer

Encl.: - As mentioned above.

Birlasoft Limited

(Formerly *KPIT Technologies Limited*)

Registered Office: 35 & 36, Rajiv Gandhi Infotech Park, Phase - I, MIDC, Hinjawadi, Pune (MH) 411057, India

Tel: +91 20 6652 5000 | Fax +91 20 6652 5001 | contactus@birlasoft.com | www.birlasoft.com

CIN: L72200PN1990PLC059594

Birlasoft Limited

(Formerly KPIT Technologies Limited)

Registered and Corporate Office: 35 & 36, Rajiv Gandhi Infotech Park, Phase - I, MIDC, Hinjawadi, Pune (MH) 411057, India
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Notice of the Twenty Ninth Annual General Meeting and e-voting information

- NOTICE is hereby given that the Twenty Ninth Annual General Meeting ("the AGM") of Birlasoft Limited will be held on **Wednesday, August 26, 2020, at 02:30 p.m. (IST)** through Video Conferencing/Other Audio Visual Means ("VC/OAVM") facility, to transact the business as set out in the AGM Notice, in compliance with the General Circular Nos. 14/2020, 17/2020 and 20/2020 dated April 8, 2020, April 13, 2020 and May 5, 2020, respectively, issued by the Ministry of Corporate Affairs (collectively referred to as "MCA Circulars") and Circular No. SEBI/HO/CFD/CMD1/CIR/P/2020/79 dated May 12, 2020, issued by the Securities and Exchange Board of India ("the SEBI Circular") and in compliance with the provisions of the Companies Act, 2013 ("the Act") and the Securities and Exchange Board of India (Listing Obligations & Disclosure Requirements) Regulations, 2015 ("the Listing Regulations"), without the physical presence of the members at a common venue.
- In compliance with the aforesaid MCA circulars, the SEBI Circular and the Listing Regulations, the requirement of sending the physical copy of the AGM Notice and the Annual Report to the members have been dispensed with and hence, the Annual Report 2019-20 including the AGM Notice, financial statements (along with Board's Report, Auditor's Reports or other documents required to be attached therewith), have been sent only through electronic mode to those members whose e-mail IDs are registered with the Registrar & Transfer Agent ("RTA") or respective Depository Participants ("DPs"). Members may note that the AGM Notice and the Annual Report 2019-20 will also be available on the Company's website at <https://www.birlasoft.com/company/investors/policies-reports-filings>, websites of the Stock Exchanges i.e. BSE Limited and National Stock Exchange of India Limited at www.bseindia.com and www.nseindia.com respectively, and on the website of National Securities Depository Limited ("NSDL") at <https://www.evoting.nsdl.com>.
- The Company has engaged the services of NSDL as the authorized agency for conducting of the AGM through VC/OAVM facility and for providing electronic voting ("e-voting") facility to its members, to exercise their votes through the remote e-voting and e-voting at the AGM.
- The Board has appointed Mr. Jayavant Bhavne - Proprietor of J. B. Bhavne & Co, Practising Company Secretaries (Membership No. - F4266), as the Scrutinizer to scrutinize the e-voting process in a fair and transparent manner.
- In terms of the MCA Circulars, since the physical attendance of the members has been dispensed with, there is no requirement of appointment of proxies. Accordingly, the facility of appointment of proxies by the members under Section 105 of the Act, will not be available for the AGM.
- The business as set forth in the AGM Notice may be transacted through remote e-voting or e-voting at the AGM. The members may be informed that:
 - Date of dispatch of the Annual Report 2019-20 along with the AGM Notice through e-mails: **Thursday, July 30, 2020**.
 - Cut-off Date for determining the eligibility of members for the purpose of voting through remote e-voting, for participation in the AGM through VC/OAVM facility and e-voting during the AGM: **Wednesday, August 19, 2020**.
 - Record Date for determining eligibility of members to receive final dividend for the financial year ended March 31, 2020, if approved at the AGM: **Friday, August 14, 2020**.
 - Date and time of commencement of remote e-voting: **Friday, August 21, 2020, at 09:00 a.m. (IST)**.
 - Date and time of end of remote e-voting: **Tuesday, August 25, 2020, at 05:00 p.m. (IST)**. Remote e-voting shall not be allowed beyond 05:00 p.m. (IST) on Tuesday, August 25, 2020.
 - The Members who have cast their vote by remote e-voting may also attend the AGM but shall not be entitled to cast their vote again. Once the vote is cast, the Member shall not be allowed to change it subsequently.
 - Electronic Voting Event Number (EVEN): 1132226
 - Only those members, who will be present in the AGM through VC/OAVM facility and have not cast 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 at the AGM.
 - 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 as well as voting at the AGM through e-voting facility.
 - If the final dividend, as recommended by the Board of Directors, is approved at the AGM, payment of such dividend subject to Deduction of Tax at Source ("TDS") will be made within the statutory time limit of 30 days.
 - Any person, who acquires shares of the Company and becomes a member of the Company after dispatch of the AGM Notice and holds shares as on the Cut-off Date i.e. Wednesday, August 19, 2020, may obtain the User ID and Password by sending a request at evoting@nsdl.co.in or sandip.pawar@linkintime.co.in. However, if such person is already registered with NSDL for remote e-voting then he/she can use his/her existing User ID and Password for casting his/her vote. A person who is not a member as on the Cut-off Date should treat this Notice of the AGM for information purpose only.
 - The Members may go through the "Instructions for electronic voting by members" in the AGM Notice. In case of any queries, you may refer the Frequently Asked Questions (FAQs) for Shareholders and e-voting user manual for Shareholders available at the download section of www.evoting.nsdl.com or call on toll free no.: 1800-222-990 or send a request at evoting@nsdl.co.in or contact Mr. Amit Vishal, Senior Manager or Ms. Pallavi Mhatre, Manager, National Securities Depository Limited, Trade World, 'A' Wing, 4th Floor, Kamala Mills Compound, Senapati Bapat Marg, Lower Parel, Mumbai - 400013, at the designated email IDs: evoting@nsdl.co.in or AmitV@nsdl.co.in or pallavid@nsdl.co.in or at telephone nos.: +91-22-24994360 or +91-22-24994545 who will also address the grievances connected with the voting by electronic means. Members who need assistance before or during the AGM, can also contact on the above-mentioned details.
- Process for those Members whose e-mail IDs are not registered with the Depositories/RTA for procuring user ID and password and registration of e-mail IDs for e-voting for the resolutions set out in this notice:**
 - In case shares are held in physical form, please provide Folio No., name of member, 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 e-mail to sandip.pawar@linkintime.co.in
 - In case shares are held in demat form, please provide DPID-CLID (16 digit DPID + CLID or 16 digit beneficiary ID), 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 evoting@nsdl.co.in
- Members can register their e-mail IDs and Permanent Account Number ("PAN") as per the below process:
 - Members holding shares in physical form:** The members of the Company holding shares in physical form and who have not registered their e-mail IDs may get their e-mail IDs registered with our RTA - Link Intime India Private Limited, by clicking the link: https://linkintime.co.in/emailregister/email_register.html or through their website www.linkintime.co.in > Investor Services > E-mail/Bank Registration > Select "Birlasoft Limited" and follow the registration process as guided therein. The members are requested to provide details such as Name, Folio Number, Certificate Number, PAN, Mobile Number and e-mail ID and also upload the image of share certificate in PDF or JPEG format (up to 1 MB) and other supporting documents.
On submission of the member's details, an OTP will be received by the member, which needs to be entered in the link for verification and submit thereafter.
 - Members holding shares in dematerialized form:** The members are requested to register their e-mail IDs, in respect of shares held in dematerialized form with their respective DPs by following the procedure as prescribed by them.
- Members are also requested to intimate changes, if any, pertaining to their name, postal address, e-mail ID, mobile numbers, PAN, mandates, nominations, power of attorney, bank details such as, name of the bank and branch details, bank account number, MICR code, IFSC code, etc., to their respective DPs in case the shares are held by them in dematerialized form and to the RTA in case the shares are held by them in physical form.
- Pursuant to the Finance Act, 2020, dividend income will be taxable in the hands of the members w.e.f. April 1, 2020 and the Company is required to deduct Tax at Source from dividend paid to the members at prescribed rates in the Income-tax Act, 1961. To enable the Company to apply correct TDS rates, the members are requested to furnish prescribed documentation on the portal of RTA on or before **Friday, August 21, 2020 (06:00 p.m. IST)**. In the event the Company is unable to pay dividend to any member through electronic mode, due to non-registration of the electronic bank mandate, the Company shall dispatch the dividend warrant/bankers' cheque/demand draft to such member, at the earliest once normalcy is restored.
- A detailed communication with respect to the matters mentioned in Sr. Nos. 9 & 10 above, is already sent to the members on Thursday, July 16, 2020, whose e-mail IDs are registered with the RTA/DPs respectively and is also available on the website of the Company at <https://www.birlasoft.com/company/investors/policies-reports-filings>. These details are also mentioned in the AGM Notice.

For Birlasoft Limited
(formerly KPIT Technologies Limited)

Place : Pune

Date : July 30, 2020

Sd/-
Sneha Padve
Company Secretary & Compliance Officer

Birlasoft Limited

(Formerly KPIT Technologies Limited)

Registered and Corporate Office: 35 & 36, Rajiv Gandhi Infotech Park, Phase - I, MIDC, Hinjawadi, Pune (MH) 411057, India
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CK BIRLA GROUP

birlasoftEnterprise to the
Power of Digital™**Notice of the Twenty Ninth Annual General Meeting and e-voting information**

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- In compliance with the aforesaid MCA circulars, the SEBI Circular and the Listing Regulations, the requirement of sending the physical copy of the AGM Notice and the Annual Report to the members have been dispensed with and hence, the Annual Report 2019-20 including the AGM Notice, financial statements (along with Board's Report, Auditor's Reports or other documents required to be attached therewith), have been sent only through electronic mode to those members whose e-mail IDs are registered with the Registrar & Transfer Agent ("RTA") or respective Depository Participants ("DPs"). Members may note that the AGM Notice and the Annual Report 2019-20 will also be available on the Company's website at <https://www.birlasoft.com/company/investors/policies-reports-filings>, websites of the Stock Exchanges i.e. BSE Limited and National Stock Exchange of India Limited at www.bseindia.com and www.nseindia.com respectively, and on the website of National Securities Depository Limited ("NSDL") at <https://www.evoting.nsdl.com>.
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- The Board has appointed Mr. Jayavant Bhavne - Proprietor of J. B. Bhavne & Co, Practising Company Secretaries (Membership No. - F4266), as the Scrutinizer to scrutinize the e-voting process in a fair and transparent manner.
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 - Electronic Voting Event Number (EVEN): 113226
 - Only those members, who will be present in the AGM through VC/OAVM facility and have not cast 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 at the AGM.
 - 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 as well as voting at the AGM through e-voting facility.
 - If the final dividend, as recommended by the Board of Directors, is approved at the AGM, payment of such dividend subject to Deduction of Tax at Source ("TDS") will be made within the statutory time limit of 30 days.
 - Any person, who acquires shares of the Company and becomes a member of the Company after dispatch of the AGM Notice and holds shares as on the Cut-off Date i.e. Wednesday, August 19, 2020, may obtain the User ID and Password by sending a request at evoting@nsdl.co.in or sandip.pawar@linkintime.co.in. However, if such person is already registered with NSDL for remote e-voting then he/she can use his/her existing User ID and Password for casting his/her vote. A person who is not a member as on the Cut-off Date should treat this Notice of the AGM for information purpose only.
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- Members can register their e-mail IDs and Permanent Account Number ("PAN") as per the below process:
 - Members holding shares in physical form:** The members of the Company holding shares in physical form and who have not registered their e-mail IDs may get their e-mail IDs registered with our RTA - Link Intime India Private Limited, by clicking the link: https://linkintime.co.in/emailreg/email_register.html or through their website www.linkintime.co.in > Investor Services > E-mail/Bank Registration > Select "**Birlasoft Limited**" and follow the registration process as guided therein. The members are requested to provide details such as Name, Folio Number, Certificate Number, PAN, Mobile Number and e-mail ID and also upload the image of share certificate in PDF or JPEG format (up to 1 MB) and other supporting documents.
On submission of the member's details, an OTP will be received by the member, which needs to be entered in the link for verification and submit thereafter.
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- Members are also requested to intimate changes, if any, pertaining to their name, postal address, e-mail ID, mobile numbers, PAN, mandates, nominations, power of attorney, bank details such as, name of the bank and branch details, bank account number, MICR code, IFSC code, etc., to their respective DPs in case the shares are held by them in dematerialized form and to the RTA in case the shares are held by them in physical form.
- Pursuant to the Finance Act, 2020, dividend income will be taxable in the hands of the members w.e.f. April 1, 2020 and the Company is required to deduct Tax at Source from dividend paid to the members at prescribed rates in the Income-tax Act, 1961. To enable the Company to apply correct TDS rates, the members are requested to furnish prescribed documentation **on the portal of RTA on or before Friday, August 21, 2020 (06:00 p.m. IST)**. In the event the Company is unable to pay dividend to any member through electronic mode, due to non-registration of the electronic bank mandate, the Company shall dispatch the dividend warrant/bankers' cheque/demand draft to such member, at the earliest once normalcy is restored.
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For Birlasoft Limited
(formerly KPIT Technologies Limited)Sd/-
Sneha Padve
Company Secretary & Compliance Officer

Place : Pune

Date : July 30, 2020



बिलासॉफ्ट लिमिटेड

(पूर्वीची कॅपीअप्टी टेक्नॉलॉजी लिमिटेड)

नोंदणीकृत कार्यालय : ३५ व ३६, राजीव गांधी इन्फोटेक पार्क, फ्लोर-१, एमआयडीसी, इंदिरावडी, पुणे (मह.) - ४११०१५, भारत। दूरध्वनी क्र.: +९१ २० ६६२२५५०००। ईमेल क्र.: +९१ २० ६६२२५५००१। ई-पेज: contactus@birlasoft.com | संकेतस्थळ : www.birlasoft.com | सीआयएस. एम२०२०००१५९९०१५१०००००१५९९०

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एवोनिंगसाठीच्या वार्षिक सर्वसाधारण सभेची सूचना आणि ई-वोटिंग संदर्भात माहिती

- यानुसार सूचना देण्यात येते की, बिलासॉफ्ट लिमिटेडची एवोनिंगसाठी वार्षिक सर्वसाधारण सभा ('एजीएम') व्हीडीओ कॉन्फरन्स /अथवा दूरध्वनीय ('व्हीडीओ/ओएचएल') पध्दतींनी **गुवाहार, दि. २६ ऑगस्ट, २०२० रोजी, बुधारी २.३० वाजता** एजीएमच्या सूचनेत नमूद केल्यानुसार कामकाज वार पाठवण्यासाठी कंपनी व्यवहार मंजूरल्याने जारी केलेली सर्वसाधारण परिपत्रके (यानुसार उल्लेख 'एवोनिंग परिपत्रके') अनुक्रमे क्र. १४/२०२०, क्र. १७/२०२० आणि क्र. २०/२०२० तारीख अनुक्रमे टा. एमिल, २०२०, १३ एप्रिल, २०२० आणि ५ मे, २०२० यांची आणि सेबी/एचओ/सीएफडी/सीएमडी१/सीआयआर/वी/२०२०/७९ दि. १२ मे, २०२० हे सिक्युरिटीज अँड एक्सचेंज बोर्ड ऑफ इंडिया ('दि सेबी परिपत्रक') यांनी जारी केलेले परिपत्रक यानुसार आणि कंपनीज अँड, २०१३ ('दि अँड') आणि सिक्युरिटीज अँड एक्सचेंज बोर्ड ऑफ इंडिया (लिमिटेड ऑनलाइनर अँड डिस्क्लोजर रिक्वायर्मेंट) रेग्युलेशन, २०१५ ('दि लिमिटेड रेग्युलेशन') मधील तरतुदींची पूर्तता करून सांख्यिक ठिकाणी सभासदांची प्रत्यक्ष उपस्थिती न ठेवता आयोजित करण्यात आली आहे.
 - वर नमूद केल्याप्रमाणे एवोनिंग परिपत्रके आणि सेबी परिपत्रक आणि दि लिमिटेड रेग्युलेशन मधील निवडण्यात, एजीएमची सूचना आणि वार्षिक अहवाल याचा प्रत्यक्ष प्रती सभासदांना पाठवण्याची आवश्यकता नाही आणि यानुसार एजीएमच्या सूचनेसह २०१९-२० चा वार्षिक अहवाल, तिथीय निवेदन (संचालक मंडळाचा अहवाल, लेखा परिपत्रकांचा अहवाल आणि त्यासह जोडवण्याची अन्य कल्पनांचे) फक्त इलेक्ट्रॉनिक पध्दतीने अशा सभासदांना पाठविल्यात आली आहेत ज्यांचे ई-मेल आयडी रजिस्ट्रार अँड ट्रान्झॅक्शन एंजट ('आरटीए') किंवा संबंधित डिजिटल टाईमस्टॅम्प ('डीटीज') यांच्याकडे नोंदविल्यात आलेले आहेत, कुमपा सभासदांनी याची नोंद घ्यावी की, एजीएम सूचना आणि २०१९-२० चा वार्षिक अहवाल वार्षिक सेक्रेटरीज <https://www.birlasoft.com/company/investors/policies-reports-filings>, वर आणि स्टॉक एक्सचेंजस मध्ये बीएसई लिमिटेड आणि नॅशनल स्टॉक एक्सचेंज ऑफ इंडिया लिमिटेड यांचे सेक्रेटरीज अजुमे www.bseindia.com आणि www.nseindia.com, नॅशनल सिक्युरिटीज डिमॉन्स्ट्रेशन लिमिटेड ('एनएसडीएल') यांचे सेक्रेटरीज <https://www.evoting.nsdl.com> येथे ही उपलब्ध आहेत.
 - आजच्या सभासदांना रिमोट ई-वोटिंगद्वारे तसेच एजीएमच्या वेळी ई-वोटिंगद्वारे मतदान करता येईल. याचे यत्न एजीएमचे आयोजन व्हीडीओ/ओएचएल सुविधेद्वारे करण्यासाठी आणि सभासदांना इलेक्ट्रॉनिक वोटिंग ('ई-वोटिंग') सुविधा देण्यासाठी एनएसडीएल यांनी अधिकृत एजन्सी म्हणून नियुक्ती केली आहे.
 - संचालक मंडळाने श्री. जयवंत भावे-प्रोग्रामर जे. बी. भावे अँड कंपनी, प्रॉक्टिसिंग कंपनी सेक्रेटरीज (नॅशनल) नं. एम-४२६१) यांनी ई-वोटिंग प्रक्रिया सुविधा आणि पारदर्शक वातावरणात वार पदाची यासाठी निरिच्छा म्हणून नियुक्ती केली आहे.
 - एवोनिंग परिपत्रकातील नियमांनुसार, सभासदांची प्रत्यक्ष उपस्थिती आवश्यक नसल्याने प्रतिनिधी नियुक्त करण्याचीही गरज नाही, त्यानुसार कायद्यातील कलम १०५ अनुसार एजीएमच्या वेळी सभासदांना त्यांचे प्रतिनिधी नियुक्त करण्याची सुविधा उपलब्ध नाही.
 - एजीएमच्या सूचनेत नमूद करण्यात आलेल्या कार्याक्रमातील कामकाज रिमोट ई-वोटिंगद्वारा किंवा एजीएमच्या वेळी ई-वोटिंगद्वारे वार पडण्यात येईल. सभासदांना कळविल्यात येऊ शकते की :
 - एजीएमच्या सूचनेशी २०१९-२० चा वार्षिक अहवाल ई-मेलद्वारे पाठविल्याची तारीख **गुवाहार, दि. ३० जुलै २०२०.**
 - रिमोट ई-वोटिंगद्वारा मतदान करणे एजीएमच्या वेळी व्हीडीओ/ओएचएलद्वारे सहभाग घेणे आणि एजीएम घ्यावेची मतदान करण्याकरिता सभासदांची यात्रा निश्चित करण्यासाठी कट-ऑफ तारीख **गुवाहार, १९ ऑगस्ट, २०२०.**
 - एजीएम मध्ये मान्य करण्यात आल्यास ३१ मार्च, २०२० रोजी संपादनाच्या आधिकार्याकरिता सभासदांना अंतिम तारखास प्राप्त होण्याकरिता पात्रता निश्चित करण्यासाठी नोंदणीची तारीख **गुवाहार, १५ ऑगस्ट, २०२०.**
 - रिमोट ई-वोटिंग सुरु होण्याची तारीख आणि वेळ **गुवाहार, दि. २५ ऑगस्ट, २०२०, सकाळी ९.०० वा (भारतीय प्रमाणवेळ)**
 - रिमोट ई-वोटिंग समाप्त होण्याची तारीख आणि वेळ **गुवाहार, दि. २५ ऑगस्ट, २०२०, सायं. ५.०० (भारतीय प्रमाणवेळ)** नंतर रिमोट ई-वोटिंगला अनुमती दिती जाणार नाही.
 - एका ज्या सभासदांनी रिमोट ई-वोटिंगद्वारा मतदान केले आहे त्यांना एजीएमला उपस्थित राहता येईल, परंतु त्यांना पुन्हा मतदान करता येणार नाही. एकदा मतदान केल्यानंतर सभासदांस त्यानंतर ते बदलता येणार नाही.
 - इलेक्ट्रॉनिक वोटिंग इन्स्ट्रुमेंट नं. (ईव्हीएस) १९३२२६ आहे.
 - एवोनिंग सूचनेत व्हीडीओ/ओएचएल सुविधेद्वारा एजीएमच्या वेळी उपस्थित राहिली आणि त्यांनी ठरविल्या रिमोट ई-वोटिंगद्वारे मतदान केलेले नाही आणि आयुष्या त्यांनी तसेच रिमोटिंग केल्यात आलेले नाही, अशांना एजीएमच्या वेळी ई-वोटिंग सुविधेद्वारे मतदान करता येईल.
 - आय.फक्त ज्या व्यक्तीचे नांव डिमॉन्स्ट्रेशन वॉन्स ठेवलेल्या लाभधारक व्यक्तीच्या यादीत कट-ऑफ डेटला असले अशा व्यक्तींचा रिमोट ई-वोटिंग तसेच एजीएमच्या वेळी ई-वोटिंग सुविधेद्वारे मतदान करण्याचा अधिकार असेल.
 - संचालक मंडळाने शिफारस केलेला अंतिम तारखास एजीएममध्ये मंजूर करण्यात आला तर, अशा तारखासाठी देवता स्वोताच्या वेळी कपाल ('टीडीएस') याच्या अटीन वरून ३० दिवसांच्या कायदेशीर नुदतीत पेमेंट करण्यात येईल.
 - कोणत्याही व्यक्तीने कंपनीचे समभाग धारण केले आणि एजीएमची सूचना रचना करण्यात आल्यानंतर सभासद झाला असेल आणि कट-ऑफ डेटला म्हणजे गुवाहार, दि. १९ ऑगस्ट, २०२० रोजी असे समभाग धारण करित असेल तर त्यांस evoting@nsdl.co.in किंवा sandip.pawar@linkintime.co.in वर विनिती पाठवून यूनर आयडी आणि पारदर्शक प्रगत करावे. मात्र अशी व्यक्ती रिमोट ई-वोटिंगद्वारा एनएसडीएलकडे अगोदर नोंदणीकृत असेल तर त्याला /तिहा, त्याचा/ तिहा सध्याचा यूनर आयडी आणि पारदर्शक त्यांचे/ तिचे मतदान करण्यासाठी यत्न करावे. जी व्यक्ती कट-ऑफ डेटला सभासद नसेल अशा व्यक्तीने ही एजीएमची सूचना फक्त माहितीच्या हेतूसाठी आहे असे समजावे.
 - सभासदांनी एजीएम सूचनेमधील सभासदांनी इलेक्ट्रॉनिक वोटिंग करण्यासाठी सूचना पाठव्यात. वार काही शंका असले, तर सभासदांकरिता वाचनर विचारले ज्याचे प्रश्न (एवोनिंग) आणि सभासदांसाठी ई-वोटिंग यूनर मॅनुअल यांचे www.evoting.nsdl.com वरील डाऊनलोड सेक्शनमध्ये यांचे किंवा टोल फ्री नं. १८००-२२२ ९२१० वर फोन करून किंवा evoting@nsdl.co.in वर विनिती पाठवण्या किंवा श्री. अजित विहाल, वरिष्ठ व्यवस्थापक किंवा यूनर मॅनेजर, नॅशनल सिक्युरिटीज डिमॉन्स्ट्रेशन लिमिटेड, ट्रेड बॉर्ड, 'ए' फ्लोर, ४ चा मळल, कवला फ्लोर बेंगळूर, सेनापती बाग, मॉड, सोडर प्लेन, मुंबई - ४०००१३ येथे यासाठी असेलसे ई-मेल आयडी evoting@nsdl.co.in किंवा AmV@nsdl.co.in किंवा pallavi@nsdl.co.in वर किंवा दूरध्वनी क्र. +९१-२२-२४९९ ४३६० वर किंवा +९१-२२-२४९९४९४५ वर संकेतस्थळाचे इलेक्ट्रॉनिक पध्दतीने मतदान करण्याच्या संदर्भातील तक्रारीचे निराकरण करतील. एजीएमच्या आधी किंवा त्यावेळी ज्या सभासदांना सहकार्य द्यावे असेल त्यांनीही वर नमूद केलेल्या तपशीलांनुसार संपर्क घ्यावा.
- ज्या सभासदांचे डिमॉन्स्ट्रेशन / आरटीए यांच्याकडे ई-मेल आयडी नोंदविल्यात आलेले नाहीत त्यांनी यूनर आयडी आणि पारदर्शक प्रगत करणे आणि सूचनेत नमूद केल्यानुसार ठरविल्या मतदान करण्यासाठीची नोंद करणे यासाठी प्रक्रिया :
 - प्रत्यक्ष स्वल्पात समभाग धारण केलेले असतील तर, फोनिओ नं., सभासदांचे नाव, सेअर सर्टिफिकेटची स्कॅन कॉपी (जंट आणि बँक), पॅन (पॅनकारडी सर्वसाधारण प्रगत), आधार (आधार कार्डची स्वयंसाक्षिती प्रगत) ई-मेल द्वारे sandip.pawar@linkintime.co.in वर पाठवावी.
 - टीएम वॉन्सचे समभाग धारण करून असल्यास (१६ डिजिट डीपीआयडी-सीएलआयडी + सीएलआयडी किंवा १६ डिजिट डीपीआयडी आयडी) नांव, कलॉट मारकर किंवा एवोनिंग अकाउंट सेटअप, पॅन (पॅन कार्डची स्वयंसाक्षिती प्रगत), आधार (आधार कार्डची स्वयंसाक्षिती प्रगत) evoting@nsdl.co.in वर पाठवावी.
 - सभासदांना पुढे नमूद केल्यानुसार त्यांचे ई-मेल आयडी आणि पॅननंतर अकारांत नं. ("पॅन") नोंदविल्यात येतील.
 - प्रत्यक्ष समभाग धारण करणारे सभासद: कंपनीच्या ज्या सभासदांकडे प्रत्यक्ष स्वल्पातील समभाग आहेत आणि ज्यांनी आयडी ई-मेल आयडी नोंदविलेले नाहीत त्यांना त्यांचे ई-मेल आयडी आमच्या आरटीए - लिंक इनटाईम इंडिया आयव्हेंट लिमिटेड यांच्याकडे लिंक : https://linkintime.co.in/emailreg/email_register.html वर क्लिक करून किंवा त्यांचे सेक्रेटरीज www.linkintime.co.in > Investor Services > E-mail/Bank Registration > Select करून "बिलासॉफ्ट लिमिटेड" सिलेक्ट करून आणि त्यामध्ये नोंदणीसाठी विहित केलेली प्रक्रिया पूर्ण करता येईल. सभासदांना शिनिती करण्यात येते की त्यांनी सर्व संपादित जसे की, नाव, फोनिओ नंबर, सर्टिफिकेट नंबर, पॅन, मोबाईल नंबर आणि ई-मेल आयडी देऊन त्याचबरोबर सेअर सर्टिफिकेटची इमेज फोडीरल किंवा जेपीईव्ही फॉर्मॅटमध्ये (१९व्या पर्वत) अन्य पाठविल्यात प्रमाणयचे अपलोड करून घ्यावेत. सभासदांची माहिती आल्यानंतर, सभासदांना ओटीपी मिळेल जी पडताळणीसाठी आणि नंतर दाखल करण्यासाठी लिंकमध्ये एंटर करावा लागेल.
 - अप्रत्यक्ष समभाग धारण करणारे सभासद: अप्रत्यक्ष समभाग धारण करणाऱ्या सभासदांनी त्यांच्या डीपीजेमध्ये त्यांनी त्यांचे केल्या प्रक्रियेची पूर्तता करून त्यांचे ई-मेल आयडी नोंद करावेत.
 - सभासदांना विनिती करण्यात येते की, त्यांनी त्यांचे नांव, पोस्टल पत्ता, ई-मेल आयडी, मोबाईल नंबर, पॅन, मॅटरेड, नॉमिनेशन, पॉवर ऑफ अॅटॉर्नी, बँकेचा तपशील जसे की बँकेचे नांव आणि शाखेचा तपशील, बँक खाते क्रमांक, पॅनआयआरसी कोड, आयएफएसी कोड इत्यादीत काही बदल असल्यास, ते आरव्यक्ष पध्दतीत समभाग धारण करित असतील तर त्यांच्या संबंधित डीपीजेकडे किंवा ते प्रत्यक्ष समभाग धारण करित असतील तर आरटीए यांच्याकडे कळवावेत.
 - वितीय कायदा, २००० अनुसार तत्सामोपासून निष्कारणे उपलब्ध हे दि. १ एप्रिल, २०२० पासून करणाव असेल आणि कंपनीत स्रोताच्या वेळी केल्यात (टीडीएस) रकम आरव्यक्ष कायदा, १९६१ अनुसार असलेला दराने सदस्यांना देण्यात येणाऱ्या सक्तीनून कापून घ्यावी लागेल. कंपनीस टीडीएसचे दर लागू करता येतील यासाठी, सभासदांना विनिती करण्यात येते की त्यांनी आवश्यक ती कल्पनांचे आरटीए घ्या पोस्टलर गुवाहार, २९ ऑगस्ट, २०२० रोजी (सायं. ६.००, भारतीय प्रमाणवेळ) किंवा त्यापुढी दाखल करावी. वर इलेक्ट्रॉनिक पध्दतीची बँक तपशील दाखल न केल्याने एखाद्या सभासदास इलेक्ट्रॉनिक पध्दतीने संचालक मंडळास कंपनीस अपयक्ष आले तर अशा सदस्यास कंपनी तत्सामोपासून रकम डिस्ट्रीबूट वॉरंट / बँकर्स चेक / डीमांड ड्रॉट द्वारे एकदा परिशिष्टी पूर्णत आल्यावर ठरवित तत्साम पाठवावी.
 - ज्या सभासदांचे ई-मेल आयडी अनुक्रमे आरटीए/डीपीज यांच्याकडे नोंदविले आहेत त्या सभासदांना अ.क्र. ९ आणि १० च्या संदर्भातील सविस्तर माहिती गुवाहार, १६ जुलै, २०२० रोजी पाठविल्यात आलेली आहे. त्याच प्रमाणे ही माहिती कंपनीचे सेक्रेटरीज <https://www.birlasoft.com/company/investors/policies-reports-filings> येथे उपलब्ध आहेत. त्याच प्रमाणे ही माहिती एजीएमच्या सूचनेमधी देण्यात आली आहे.

बिलासॉफ्ट लिमिटेड साठी (पूर्वीची कॅपीअप्टी टेक्नॉलॉजी लिमिटेड)

सह/- स्नेह पाडने

कंपनी सचिव व अनुपालन अधिकारी

ठिकाण : पुणे
दिनांक : ३० जुलै, २०२०

