

# PS IT

Infrastructure & Services Limited

## PSIT INFRASTRUCTURE & SERVICES LIMITED

(Formerly known as: Parag Shilpa Investment Ltd.)

CIN: L72900MH1982PLC027146

308, 3rd Floor, B2B, Agarwal Center, Near Malad Industrial Estate  
Kanchpada, Malad (West) Mumbai - 400 064. **Tel No.:** +91-22-49703893

**E-mail:** psitinfra@gmail.com, **Web.:** www.psitinfrastructure.com

4th September, 2018

To,  
The General Manager,  
Listing Department,  
Bombay Stock Exchange,  
1st Floor PheerozJeejeebhoy Tower,  
Dalal Street Fort,  
Mumbai - 400 001.

Ref: Script Code: 505502  
Sub: Submission of AGM Notice to Shareholders

Respected Sir or Madam


With reference to the above captioned matter, we are enclosing along herewith Notice of convening 36th Annual General Meeting scheduled to be held on 25th day of September, 2018.

Kindly take the same on your record and oblige.

Thanking you

Yours faithfully,

For PS IT INFRASTRUCTURE AND SERVICES LIMITED

  
KAWARLAL KANHAIYALAL OJHA  
MANAGING DIRECTOR  
DIN: 07459363



Enclosed: AGM Notice

## NOTICE

Notice is hereby given that the 36<sup>th</sup> Annual General Meeting of the members of **PS IT INFRASTRUCTURE & SERVICES LIMITED** will be held on Tuesday, the 25<sup>th</sup> day of September, 2018 at 2.00 P.M. at Office No-308, B2B Agarwal Centre, Near Malad Industrial Estate, Kanchpada, Mumbai: 400064 to transact the following businesses as:

### ORDINARY BUSINESS:

1. To receive, consider and adopt the Directors' Report and Audited Statement of Accounts for the year ended 31<sup>st</sup> March 2018.
2. To consider and if thought fit, to pass, with or without modification(s), the following Resolution, as an Ordinary Resolution:

“**RESOLVED THAT** pursuant to the provisions of Section 139 read with The Companies (Audit and Auditor) Rules, 2014, 142 and other applicable provisions, if any, of the Companies Act, 2013 and their corresponding rules and based on the recommendations of the Audit Committee, B. S. Kedia & Co., Chartered Accountants, Mumbai (FRN : 317159E), who have offered themselves for re-appointment and have confirmed their eligibility in terms of the provisions of Section 141 of the Companies Act, 2013 and Rule 4 of Companies (Audit and Auditors) Rules, 2014, be and are hereby re-appointed as Statutory Auditors of the Company, to hold office from the conclusion of the 36th Annual General Meeting up to the conclusion of the 40th consecutive Annual General Meeting (subject to ratification by the members at every subsequent AGM) at a remuneration as may be decided by the Board of Directors of the Company.”

### SPECIAL BUSINESS:

3. To Appoint Mrs. Aruna Purohit as an Independent Director of the Company

To consider and if thought fit to pass with or without modifications the following resolution as an ordinary resolution:

“**RESOLVED THAT** Pursuant to the provisions of Section 149 read with the Rule 3 of the Companies (Appointment & Qualification of Directors) Rules 2014, 152 read with Schedule IV and all other applicable provisions of the Companies Act, 2013, Companies (Appointment and Qualification of Directors) Rules, 2014 (including any statutory modification(s) or re-enactment thereof for the time being in force), Mrs. Aruna Purohit (DIN: 00635110) who was appointed as Additional Director of the Company with effect from 05/06/2018 and who holds office up to the date of this Annual General Meeting of the Company in terms of Section 161 of the Companies Act, 2013 (“Act”) being eligible, be and is hereby appointed as an Independent Director, not liable to retire by rotation, for a term of five years commencing from 05/06/2018.

“**RESOLVED FURTHER THAT** any of the Directors of the Company be and are hereby severally authorized to do all such acts, deeds and things which may be necessary for appointment of Mrs. Aruna Purohit (DIN: 00635110) as an Independent Director of the Company

**On Behalf of the Board of Directors**

Sd/-

**Mr. Kawaral Ojha**  
**Managing Director**  
**(Din: 07459363)**

**Place: Mumbai**

**Date: 10/06/2018**

## Notes:

1. The Statement pursuant to Section 102 of the Companies Act, 2013 with respect to the Special Business set out in the Notice is annexed.
2. A MEMBER ENTITLED TO ATTEND AND VOTE AT THE MEETING IS ENTITLED TO APPOINT A PROXY TO ATTEND AND VOTE INSTEAD OF HIMSELF/HERSELF AND A PROXY NEED NOT BE A MEMBER OF THE COMPANY. The instrument of Proxy, in order to be effective, must be received at the Company's Registered Office not less than forty-eight hours before the Meeting.  
Pursuant to Section 105 of Companies Act, 2013, a person can act as a proxy on behalf of the 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 those carrying voting rights may appoint a single person as proxy and such person shall not act as a proxy for any person or shareholder.
3. Corporate Member intending to send their authorized representatives to attend the Meeting pursuant to Section 113 of the Companies Act, 2013 are requested to send a certified copy of the relevant Board Resolution together with specimen signatures of those representative(s) authorized under the said resolution to attend and vote on their behalf at the Meeting.
4. Members, Proxies and Authorised Representatives are requested to bring to the Meeting; the Attendance Slip enclosed herewith, duly completed and signed mentioning therein details of their DP ID and Client ID/ Folio No. Duplicate Attendance Slip or copies of the Report and Accounts will not be made available at the Annual General Meeting ("AGM") venue.
5. A brief resume of each of the Directors proposed to be re-appointed at this AGM, nature of their expertise in specific functional areas, names of companies in which they hold directorship and membership / chairmanships of Board Committees, shareholding and relationship between directors inter se as stipulated under Regulation 36 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and other requisite information as per Clause 1.2.5 of Secretarial Standards-2 on General Meetings, are provided in Annexure 1.
6. The Register of Member and the Share Transfer Books of the Company will remain closed from 19<sup>th</sup> September 2018 to 25<sup>th</sup> September 2018 (both days inclusive).
7. The Register of Directors and Key Managerial Personnel and their shareholding, maintained under Section 170 of the Companies Act, 2013 will be available for inspection by the Members at the Annual General Meeting.
8. Relevant documents referred to in the accompanying Notice and in the Explanatory Statements are open for inspection by the Members at the Company's Registered Office on all working days (except Saturdays, Sundays and Public Holidays) between 11.00 A.M. to 1.00 P.M. up to the date of this Annual General Meeting.
9. Shareholders/Investors are advised to send their queries/complaints through the dedicated e-mail Id [psitinfra@gmail.com](mailto:psitinfra@gmail.com) for quick and prompt redressal of their grievances.
10. The Shares of the Company are mandated by the Securities & Exchange Board of India (SEBI) for trading in dematerialized form by all investors.
11. In accordance with the provisions of Section 101 of the Companies Act, 2013 read with Rule 18 of the Companies (Management and Administration) Rules, 2014, this Notice and the Annual Report of the Company for the financial year 2017-18 are being sent by e-mail to those Members who have registered their e-mail address with the Company's Registrars and Share Transfer Agents (RTA) (in respect of shares held in physical form) or with their Depository Participants (DPs) (in respect of shares held in electronic form) and made available to the Company by NSDL and CDSL.
12. Shareholders who have not en-cashed their dividend warrants for the dividends declared for the financial years 2009-10 to 2013-14 are requested to send a letter along with unclaimed dividend warrant, if any or letter of undertaking for issue of duplicate dividend warrant/demand draft. Pursuant to the provisions of Investor Education and Protection Fund (Uploading of information regarding unpaid and unclaimed amounts lying with companies) Rules, 2012, the Company has uploading the details of unpaid and unclaimed amounts lying with the Company as on September 30, 2017 (date of last Annual General Meeting) on the website of the Company ([www.psitinfrastructure.com](http://www.psitinfrastructure.com)), and also on the website of the Ministry of Corporate Affairs.
13. In terms of Section 124 and 125 of the Companies Act, 2013, any dividend remaining unpaid for a period of seven years from the due date of payment is required to be transferred to the "Investor

Education & Protection Fund” (IEPF). Members are requested to en-cash their Dividend Warrants promptly. It may be noted that once the unclaimed dividend is transferred to the IEPF as above, no claim shall lie with the Company in respect of such amount.

14. The identity/signature of Members holding shares in electronic/demat form is liable for verification with the specimen signatures furnished by NSDL/CDSL. Such Members are advised to bring the relevant identity card issued by appropriate Authorities to the Annual General Meeting.
15. Members desirous of getting any information about the accounts of the Company, are requested to send their queries so as to reach at-least ten days before the meeting at the Registered Office of the Company, so that the information required can be made readily available at the meeting.
16. Members are requested to intimate change in their address immediately to M/s Sharex Dynamic (India) Pvt. Ltd., the Company’s Registrar and Share Transfer Agents, at their office at Unit-1, Luthra Industrial Premises, 1st Floor, Safed Pool, Andheri Kurla Road, Mumbai - 400072.
17. Members holding shares in physical form in the same set of names under different folios are requested to apply for consolidation of such folios along with relevant Share Certificates to M/s Sharex Dynamic (India) Pvt. Ltd., Registrar and Share Transfer Agents of the Company, at their address given above.
18. The Securities and Exchange Board of India (SEBI) vide Circular ref. No. MRD/DOP/CIR-05/2007 dated April 27, 2007 made PAN mandatory for all securities market transactions and off market/private transaction involving transfer of shares in physical form of listed Companies, it shall be mandatory for the transferee (s) to furnish copy of PAN Card to the Company/RTAs for the registration of such transfer of shares.

SEBI further clarified that it shall be mandatory to furnish a copy of PAN in the following cases:

- a) Deletion of name of the deceased shareholder (s), where the shares are held in the name of two / more shareholders.
  - b) Transmission of shares to the legal heir(s), where deceased shareholder was the sole holder of shares.
  - c) Transposition of shares – when there is a change in the order of names in which physical shares are held jointly in the name of two or more shareholders.
19. Members holding shares in physical form and desirous of making a nomination in respect of their shareholdings in the Company, as permitted under Section 72 of the Companies Act, 2013 read with Rule 19 of Companies (Share Capital and Debentures) Rules, 2014, may fill SH-13 and send the same to the office of RTA of the Company. In case of shares held in dematerialized form, the nomination/change in nomination should be lodged with their DPs.
  20. The Company is concerned about the environment and utilizes natural resources in a sustainable way. We request you to update your email address with your Depository Participants to enable us to send you the quarterly reports and other communication via email.
  21. The Members who have not registered their email address, physical copies of Annual Report 2018 are being sent by the permitted mode.
  22. Copies of Annual Report 2018 are being sent by electronic mode only to those members whose email address are registered with the Company’s Depository Participant(s) for communication purposes unless any member has requested for a hard copy of the Annual Report. The Members who have not registered their email address, physical copies of Annual Report 2018 are being sent by the permitted mode.
  23. The Notice for the 36th AGM and instructions for e-voting, along with Attendance Slip and Proxy Form, is being sent by electronic mode to all members whose email addresses are registered with the Company / Depository Participant(s) unless a member has requested for a hard copy of the same.
  24. Members may also note that the Notice of the 36th AGM and the Annual Report for 2017-2018 will also be available on the Company’s website [www.psitinfrastructure.com](http://www.psitinfrastructure.com) for their download. The physical copies of the aforesaid documents will also be available at the Company’s Registered Office for inspection during all working days (except Saturday, Sunday and public holidays) between 11.00 AM to 1.00 PM up to the date of this AGM. Even after registering for e-communication, members are entitled to receive such in physical form, upon making a request for the same by post or email. For any communication, the Shareholders may also send requests to the Company’s email id : [psitinfra@gmail.com](mailto:psitinfra@gmail.com)
  25. A route map showing directions to reach the venue of the 36th Annual General Meeting is given at the end of the Report.

26. Members can opt for one mode of voting i.e. either by physical ballot or through e-voting. If Members opt for e-voting then do not vote by Physical Ballot or vice versa. However, in case Members cast their vote both by Physical Ballot and e-voting, then voting done through e-voting shall prevail and voting done by Physical Ballot will be treated as invalid.
27. In terms of the provisions of Section 107 of the Companies Act, 2013, since the resolutions as set out in this Notice are being conducted through e-voting or physical Ballot, the said resolutions will not be decided on a show of hands at the AGM. The voting right of all shareholders shall be in proportion to their share in the paid up equity share capital of the Company as on the cut-off date i.e. September 14, 2018.
28. In order to enable its members, who do not have access to e-voting facility, to send their assent or dissent in writing in respect of the resolutions as set out in this Notice, a Proxy cum Ballot Form is attached. Members desiring to exercise vote by Ballot are requested to carefully read the instructions printed in the form, to complete the Ballot Form with assent (for) or dissent (against) and send it to Mr. Harish Vijay Gor, Scrutinizer, C/o Sharex Dynamic (India) Pvt. Ltd Unit: PSIT Infrastructure and Services Limited, Unit-1, Luthra Industrial Premises, 1st Floor, Safed Pool, Andheri Kurla Road, Mumbai - 400072, Tel. No: +91 022- 2851 5606, Fax No.: +91 022-2851 5606, E-mail : [investor@sharexindia.com](mailto:investor@sharexindia.com) so as to reach her on or before September 24, 2018 by 5.00 p.m. Any Ballot Form received after the said date and time, shall be treated as invalid.
29. In compliance with the provisions of Section 108 of the Companies Act, 2013 and Rule 20 of the Companies (Management and Administration) Rules, 2014, as amended from time to time, and Regulation 44 of SEBI LODR Regulations, 2015, the Company is pleased to provide to the members facility of "remote e-voting" (e-voting from place other than venue of the AGM) to exercise their votes at the 36th AGM by electronic means and the business may be transacted through e-voting services rendered by Central Depository Services (India) Limited (CDSL).
30. The facility of voting, either through electronic voting system or through ballot/polling paper shall also be made available at the venue of the 36th AGM. The Members attending the AGM, who have not casted their vote through remote e-voting shall be able to exercise their voting rights at the AGM. The Members who have already casted their vote through remote e-voting may attend the AGM but shall not be entitled to cast their vote again at the AGM.
31. The results declared along with the Scrutinizer's Report shall be placed on the Company's website [www.psitinfrastructure.com](http://www.psitinfrastructure.com) within two days of the passing of the Resolutions at the Annual General Meeting of the Company and will also be communicated to BSE Limited, where the shares of the Company are listed.
32. The Members/Proxies should bring the attendance slip duly filed in and signed for attending the meeting.
33. Details of Scrutinizer: Mr. Harish Vijay Gor, Practising Company Secretary (ACS No. 38377), M/s. H.V Gor & Co, Mumbai. E-mail: [pcshvgor@gmail.com](mailto:pcshvgor@gmail.com).
34. Voting through Electronic means -
- Pursuant to provisions of Section 108 of the Companies Act, 2013 and Rule 20 of the Companies (Management and Administration) Rules, 2014, as amended by the Companies (Management and Administration) Amendment Rules, 2015 and Regulation 44 of SEBI (Listing Obligations and Disclosure Requirements), Regulations, 2015, the Company is pleased to provide members facility to exercise their right to vote at the Annual General Meeting (AGM) by electronic means and the business may be transacted through e-Voting Services. The facility of casting the votes by the members using an electronic voting system from a place other than venue of the AGM ("remote e-voting") will be provided by National Securities Depository Limited (NSDL).
  - The Company has approached NSDL for providing e-voting services through our e-voting platform. In this regard, your Demat Account/Folio Number has been enrolled by the Company for your participation in e-voting on resolution placed by the Company on e-Voting system.
  - The Notice of the Annual General Meeting (AGM) of the Company inter alia indicating the process and manner of e-Voting process along with printed Attendance Slip and Proxy Form can be downloaded from the link <https://www.evoting.nsdl.com> or [www.psitinfrastructure.com](http://www.psitinfrastructure.com)
  - The e-voting period commences on Wednesday, September 22, 2018 (9:00 am) and ends on Friday, September 24, 2018 (5:00 pm). During this period shareholders' of the Company, may cast their vote

electronically. The e-voting module shall also be disabled for voting thereafter. Once the vote on a resolution is cast by the shareholder, the shareholder shall not be allowed to change it subsequently.

- e) The voting rights of members shall be in proportion to their shares of the paid up equity share capital of the Company as on the cut-off date of September 18, 2018. 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. September 18, 2018, may obtain the login ID and password by sending a request at [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in) or [investor@sharexindia.com](mailto:investor@sharexindia.com).
- f) The facility for voting through ballot paper / Poling Paper shall be made available at the AGM and the members attending the meeting who have not cast their vote by remote e-voting shall be able to exercise their right at the meeting through ballot paper.

35. The procedure to login to e-Voting website consists of two steps as detailed hereunder:

Step 1: Log-in to NSDL e-Voting system

- i. Visit the e-Voting website of NSDL. Open web browser by typing the following URL: <https://www.evoting.nsdl.com>.
- ii. Once the home page of e-Voting system is launched, click on the icon “Login” which is available under ‘Shareholders’ section.
- iii. A new screen will open. You will have to enter your User ID, your Password and a Verification Code as shown on the screen. Alternatively, if you are registered for NSDL eservices i.e. IDEAS, you can log-in at <https://eservices.nsdl.com/> with your existing IDEAS login. Once you log-in to NSDL eservices after using your log-in credentials, click on e-Voting and you can proceed to Step 2 i.e. cast your vote electronically.
- iv. Your User ID details will be as per details given below :
  - a. For Members who hold shares in demat account with NSDL: 8 Character DP ID followed by 8 Digit Client ID (For example if your DP ID is IN300\*\*\* and Client ID is 12\*\*\*\*\* then your user ID is IN300\*\*\*12\*\*\*\*\*).
  - b. For Members who hold shares in demat account with CDSL: 16 Digit Beneficiary ID (For example if your Beneficiary ID is 12\*\*\*\*\* then your user ID is 12\*\*\*\*\*).
  - c. For Members holding shares in Physical Form: EVEN Number followed by Folio Number registered with the company (For example if folio number is 001\*\*\* and EVEN is 101456 then user ID is 101456001\*\*\*).
- v. Your password details are given below:
  - a. If you are already registered for e-Voting, then you can use your existing password to login and cast your vote.
  - b. If you are using NSDL e-Voting system for the first time, you will need to retrieve the ‘initial password’ which was communicated to you. Once you retrieve your ‘initial password’, you need enter the ‘initial password’ and the system will force you to change your password.
  - c. How to retrieve your ‘initial password’?
    - 1. If your email ID is registered in your demat account or with the company, your ‘initial password’ is communicated to you on your email ID. Trace the email sent to you from NSDL from your mailbox. Open the email and open the attachment i.e. a .pdf file. Open the .pdf file. The password to open the .pdf file is your 8 digit client ID for NSDL account, last 8 digits of client ID for CDSL account or folio number for shares held in physical form. The .pdf file contains your ‘User ID’ and your ‘initial password’.
    - 2. If your email ID is not registered, your ‘initial password’ is communicated to you on your postal address.
- vi. If you are unable to retrieve or have not received the “Initial password” or have forgotten your password:
  - a. Click on “[Forgot User Details/Password?](#)”(If you are holding shares in your demat account with NSDL or CDSL) option available on [www.evoting.nsdl.com](http://www.evoting.nsdl.com).
  - b. “[Physical User Reset Password?](#)” (If you are holding shares in physical mode) option available on [www.evoting.nsdl.com](http://www.evoting.nsdl.com).
  - c. If you are still unable to get the password by aforesaid two options, you can send a request at [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in) mentioning your demat account number/folio number, your PAN, your name and your registered address.
- vii. After entering your password, tick on Agree to “Terms and Conditions” by selecting on the check box.
- viii. Now, you will have to click on “Login” button.
- ix. After you click on the “Login” button, Home page of e-Voting will open.

Step 2: Cast your vote electronically on NSDL e-Voting system.

- i. After successful login at Step 1, you will be able to see the Home page of e-Voting. Click on e-Voting. Then, click on Active Voting Cycles.

- ii. After click on Active Voting Cycles, you will be able to see all the companies “EVEN” in which you are holding shares and whose voting cycle is in active status.
- iii. Select “EVEN” of the Company.
- iv. Now you are ready for e-Voting as the Voting page opens.
- v. Cast your vote by selecting appropriate options i.e. assent or dissent, verify/modify the number of shares for which you wish to cast your vote and click on “Submit” and also “Confirm” when prompted.
- vi. Upon confirmation, the message “Vote cast successfully” will be displayed.
- vii. You can also take the printout of the votes cast by you by clicking on the print option on the confirmation page.
- viii. Once you confirm your vote on the resolution, you will not be allowed to modify your vote.

36. General Guidelines for shareholders:

- i. Institutional shareholders (i.e. other than individuals, HUF, NRI etc.) are required to send scanned copy (PDF/JPG Format) of the relevant Board Resolution/ Authority letter etc. with attested specimen signature of the duly authorized signatory(ies) who are authorized to vote, to the Scrutinizer by e-mail to [pcshvgor@gmail.com](mailto:pcshvgor@gmail.com) with a copy marked to [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in).
- ii. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential. Login to the e-voting website will be disabled upon five unsuccessful attempts to key in the correct password. In such an event, you will need to go through the “[Forgot User Details/Password?](#)” or “[Physical User Reset Password?](#)” option available on [www.evoting.nsdl.com](http://www.evoting.nsdl.com) to reset the password.

In case of any queries, you may refer to the Frequently Asked Questions (FAQs) for members and e-voting user manual for members available at the Downloads sections of [www.evoting.nsdl.com](http://www.evoting.nsdl.com) or contact NSDL at the following toll free no.: 1800-222-990.

## **Statement pursuant to Section 102 of the Companies Act 2013**

### **ITEM NO. 3**

The Board of Directors of the Company at its meeting held on January 4, 2017, on the recommendation of the Remuneration and Nomination Committee, had appointed Mrs. Aruna Purohit as an Additional Director on the Board of the Company. Further, in terms of provisions of Sections 149 and 152 read with Schedule IV of the Companies Act, 2013 (hereinafter referred as ‘the Act’) and rules made there under, the Board of Directors of the Company had also appointed (subject to the approval of the members at the ensuing General Meeting), Mrs. Aruna Purohit as an Independent Director of the Company within the meaning of Section 149(6) of the Companies Act, 2013 and Regulation 17 of the SEBI (Listing Obligations and Disclosure Requirements), Regulations, 2015 for a term of 5 consecutive years commencing from January 4, 2017.

The Company has also received a declaration from Mrs. Aruna Purohit as specified under Section 149(6) and Schedule IV of the Companies Act 2013. Considering his vast experience, his presence on the Board will be of immense value to the Company.

The Company has received a notice in writing from a member along with deposit of the requisite amount pursuant to Section 160 of the Act, proposing the candidature of Mrs. Aruna Purohit for the office of Independent Director of the Company, to be appointed as such under the provisions of Section 149 of the Act.

A copy of the letter of appointment of Mrs. Aruna Purohit as an Independent Director setting out the terms and conditions shall also be available for inspection at the registered office / corporate office of the Company during business hours.

None of the Directors and / or Key Managerial Personnel of the Company and their relatives other than Mrs. Aruna Purohit is in any way concerned or interested, financial or otherwise, in the said Resolution.

In the opinion of the Board, Mrs. Aruna Purohit, proposed to be appointed as an Independent Director, fulfills the conditions specified in the Companies Act, 2013 and the rules made thereunder, and are independent of the management.

The Board of Directors recommends the Ordinary Resolution set out at Item No. 3 of the Notice for approval by the Members.

Further details of Mrs. Aruna Purohit have been provided in Annexure 1.

**Annexure - 1**

<b>Name of Director</b>	<b>Mrs. Aruna Purohit</b>
Directors' Identification No. (DIN)	00635110
Date of Appointment on Board	05/06/2018
Qualification	H.S.C.
Experience	Having skill of management & administration for more than 10 years.
Terms & Conditions of appointment	5 Years commencing from 05/06/2018
Remuneration details	Maximum of Rs 4000/- per meeting
Shareholding in Company	Nil
Relationship with the Company & Other Directors	MINATI TEXTILE PVT LTD
No. of Board Meeting attended during the year	NIL
List of Directorships held in other Companies (excluding foreign, private and Section 8 Companies)	MINATI TEXTILE PVT LTD
Memberships / Chairmanships of Audit and Stakeholders' relationship Committees across Public Companies	NIL

Mumbai, June 10,2018

By order of the Board  
**For PS IT INFRASTRUCTURE & SERVICES  
LIMITED**

**Registered Office :**

Office No-308, B2B Agarwal Centre,  
Near Malad Industrial Estate,  
Kanchpada, Mumbai: 400064

**MR. KAWARLAL OJHA**  
**MANAGING DIRECTOR**  
**(DIN: 07459363)**



**PS IT INFRASTRUCTURE & SERVICES LIMITED**

CIN: L72900MH1982PLC027146

Regd. Office: Office No-308, B2B Agarwal Centre, Near Malad Industrial Estate, Kanchpada, Mumbai: 400064

Tel : +91 022-26791790; Email : psitinfra@gmail.com; Website : www.psitinfrastucture.com

**ATTENDANCE SLIP**

<b><u>Regd. Folio / DP ID &amp; Client ID</u></b>		
	<b><u>Name and Address of the Shareholder</u></b>	

1. I hereby record my presence at the 36<sup>th</sup> Annual General Meeting of the Company, to be held on Tuesday, 25<sup>th</sup> September 2018 at 2.00 P.M. at Office No-308, B2B Agarwal Centre, Near Malad Industrial Estate, Kanchpada, Mumbai: 400064 and
2. Signature of the Shareholder/Proxy Present
3. Shareholder / Proxy holder wishing to attend the meeting must bring the Attendance Slip to the meeting and handover the same at the entrance duly signed.
4. Shareholder / Proxy holder desiring to attend the meeting may bring his / her copy of the Annual Report for reference at the meeting.

Please hand it over at the Attendance Verification Counter at the Entrance of the Meeting Venue

**PLEASE CUT HERE AND BRING THE ABOVE ATTENDANCE SLIP TO THE MEETING**

**ELECTRONIC VOTING PARTICULARS**

(1) EVSN (E-Voting Sequence No.)	(2) USER ID.	(3) PAN or Relevant No. as under	(4) Bank Account No.
			(See Note No.1)

**Notes:**

1. Where Bank Account Number is not registered with the Depositories or Company, please enter your User Id as mentioned in column (2) above.
2. Please read the Instructions printed under the Item No. 28 to the Notice dated 30<sup>th</sup> May 2018 of the 36<sup>th</sup> Annual General Meeting. The e-Voting period starts from 9.00 A.M. on 22.09.2018 and ends at 5.00 P.M. on 24.09.2018, the e-voting module shall be disabled by CDSL for voting thereafter.

**No gift of any nature will be distributed at the Annual General Meeting**

**PS IT INFRASTRUCTURE & SERVICES LIMITED**

CIN: L72900MH1982PLC027146

Regd. Office: Office No-308, B2B Agarwal Centre, Near Malad Industrial Estate, Kanchpada, Mumbai: 400064

Tel: +91 022-26791790; Email: psitinfra@gmail.com; Website: www.psitinfrastucture.com

**Form No. MGT – 11, PROXY FORM / BALLOT FORM**

(Pursuant to section 105(6) of the Companies Act, 2013 and rule 19(3) of the Companies (Management and Administration), 2014)

Name of the Member

\_\_\_\_\_

Registered Address

\_\_\_\_\_

Folio No. / DP/Client ID

\_\_\_\_\_

I/We being the members of \_\_\_\_\_ Shares of Ps It Infrastructure & Services Limited, hereby appoint -

1. \_\_\_\_\_ having email Id \_\_\_\_\_ Signature  
\_\_\_\_\_ or failing him

2. \_\_\_\_\_ having email Id \_\_\_\_\_ Signature  
\_\_\_\_\_ or failing him

3. \_\_\_\_\_ having email Id \_\_\_\_\_ Signature  
\_\_\_\_\_

As my/our Proxy to attend and vote (on a poll) for me/us and on my/our behalf at the 36<sup>th</sup> Annual General Meeting of the Company, to be held on Tuesday, 25<sup>th</sup> September 2018 at 2.00 P.M. at its Registered Office of the Company at Office No-308, B2B Agarwal Centre, Near Malad Industrial Estate, Kanchpada, Mumbai: 400064 and at any adjournment thereof in respect of such resolution(s) as are indicated below:

Ordinary Business :		For	Against
1.	Adoption of Financial Statements for the year ended March 31, 2018		
2.	Ratification on appointment of auditor		
Special Business :			
3.	Appointment of Mrs. Aruna Purohit as an Independent Director for a term of 5 Years.		

Signed this \_\_\_\_\_ day of \_\_\_\_\_ 2018

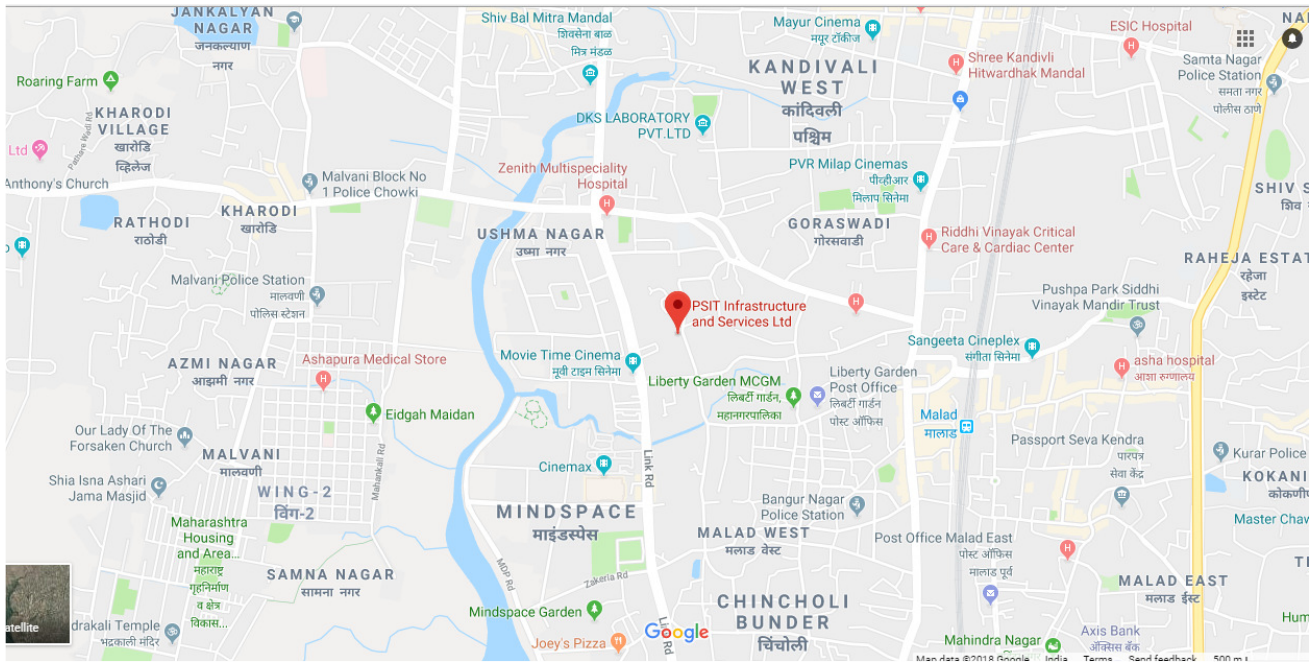
Signature of Shareholder \_\_\_\_\_ Signature of Proxy \_\_\_\_\_

Affix Revenue Stamp ` 1/-
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**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 Annual General Meeting.
2. For the Resolutions, Explanatory Statement and Notes, please refer to the Notice of the 36<sup>th</sup> Annual General Meeting.

# Location Plan of Registered Office (Venue of AGM) of M/s. Ps It Infrastructure & Services Limited



**Ps IT INFRASTRUCTURE & SERVICES LIMITED**

CIN: L72900MH1982PLC027146

Regd. Office: Office No-308, B2B Agarwal Centre, Near Malad Industrial Estate, Kanchpada, Mumbai: 400064

Tel : +91 022-26791790; Email : psitinfra@gmail.com; Website : www.psitinfrastructure.com

Dear Shareholder(s),

This is to inform you that the company is in process of updation of records of the shareholders in order to reduce the physical documentation as far as possible.

With new BSE listing agreement, it is mandatory for all the investors including transferors to complete their KYC information. Hence, we have to update your PAN No., Phone no. and E-mail id in our records. We would also like to update your current signature records in our system to have better services in future.

To achieve this we solicit your co-operation in providing the following details to us :

1. If you are holding the shares in dematerialized form you may update all your records with your Depository Participant (DP).
2. If you are holding shares in physical form, you may provide the following :

Folio No.	:		
PAN No.	:		
E-mail ID	:		
Telephone Nos. with STD Code	:	+91	
Name and Signatures	:	1.	
		2.	
		3.	

Thanking you,

For **PS IT INFRASTRUCTURE & SERVICES LIMITED**

S/d-

**MR. KAWARLAL OJHA**  
**DIRECTOR**  
**(DIN: 07459363)**

# PS IT

Infrastructure & Services Limited

## PSIT INFRASTRUCTURE & SERVICES LIMITED

(Formerly known as: Parag Shilpa Investment Ltd.)

CIN: L72900MH1982PLC027146

308, 3rd Floor, B2B, Agarwal Center, Near Malad Industrial Estate  
Kanchpada, Malad (West) Mumbai - 400 064. Tel No.: +91-22-49703893

E-mail: psitinfra@gmail.com, Web.: www.psitinfrstructure.com

4th September, 2018

To,  
The General Manager,  
Listing Department,  
Bombay Stock Exchange,  
1st Floor PheerozJeejeebhoy Tower,  
Dalal Street Fort,  
Mumbai - 400 001.

Ref: Script Code: 505502

Sub: Intimation for Book Closure

Respected Sir or Madam,

With reference to the above captioned matter, this is to inform you that the Register of Members & Share Transfer Books of the Company will remain closed from 19<sup>th</sup> September 2018 to 25<sup>th</sup> September 2018 for the purpose of Payment of Dividend as well as Annual General Meeting. The details of the same are as under:

Script Code of the Company : 505502

Details of Book Closure : 19<sup>th</sup> Sept. 2018 to 25<sup>th</sup> Sept.2018 (both days inclusive)

Purpose : Annual General Meeting

Kindly take the same on your record & oblige.

This for the information of the members.

Yours faithfully,

For PS IT INFRASTRUCTURE AND SERVICES LIMITED



KAWARLAL KANHAIYALAL OJHA  
MANAGING DIRECTOR  
DIN: 07459363

