



# Indian Toners & Developers Ltd.

(A Govt. recognized Export House) CIN No. : L74993UP1990PLC015721  
Corporate Office : 1223, DLF Tower B, Jasola, New Delhi - 110 025 (India)

September 03, 2024

**BSE Limited**  
Phiroze Jeejeebhoy Towers,  
Dalal Street  
**Mumbai – 400001**

**Subject: Letter of Offer for the Buyback of Equity Shares of Indian Toners & Developers Limited ('ITDL' or 'the Company') through Tender Offer process in terms of the provisions of Securities and Exchange Board of India (Buy-Back of Securities) Regulations, 2018.**

Dear Sir/Madam,

With reference to the captioned matter and in continuance with our earlier submission dated August 22, 2024, please find enclosed herewith Soft Copy of Letter of Offer.

Kindly receive the same in order and take the same on records.

Copy of the Letter of Offer will also be made available on the website of the Company at [www.indiantoners.com](http://www.indiantoners.com).

Kindly take note of the same.

Thanking you,

Yours faithfully,  
For **Indian Toners & Developers Limited**

  
**Vishesh Chaturvedi**  
Company Secretary & Compliance Officer

Encl.: As above

**LETTER OF OFFER**

**THIS DOCUMENT IS IMPORTANT AND REQUIRES YOUR IMMEDIATE ATTENTION**

*This Letter of Offer is being sent to you as a registered Equity Shareholder of Indian Toners & Developers Limited as on the Record Date (as defined below) in accordance with the Securities and Exchange Board of India (Buy-Back of Securities) Regulations, 2018, as amended. If you require any clarifications about the action to be taken, you may consult your Stock Broker (as defined below) or your Investment Consultant or the Manager to the Buyback Offer i.e., Corporate Professionals Capital Private Limited or the Registrar to the Buyback Offer, i.e., Alankit Assignments Limited. Please refer to the "Definitions" section of this Letter of Offer for the definitions of capitalized terms used herein.*

	<p><b>INDIAN TONERS &amp; DEVELOPERS LIMITED</b>  <b>CIN:</b> L74993UP1990PLC015721  <b>Registered Office:</b> 10.5 KM Mile Stone, Rampur - Bareilly Road, Rampur, Uttar Pradesh -244901, India  <b>Telephone No.:</b> +011-45017000,  <b>Fax:</b> +011-45017043  <b>Website:</b> <a href="http://www.indiantoners.com">www.indiantoners.com</a>, <b>Email:</b> <a href="mailto:investors@indiantoners.com">investors@indiantoners.com</a>  <b>Contact Person:</b> Mr. Vishesh Chaturvedi, Company Secretary &amp; Compliance Officer</p>
<p><b>OFFER FOR BUYBACK OF UPTO 4,58,268 (FOUR LAKH FIFTY EIGHT THOUSAND TWO HUNDRED SIXTY EIGHT) FULLY PAID-UP EQUITY SHARES OF FACE VALUE RS. 10/- (RUPEES TEN ONLY) EACH OF INDIAN TONERS &amp; DEVELOPERS LIMITED ("THE COMPANY"), REPRESENTING UPTO 4.22% OF THE TOTAL EXISTING PAID-UP EQUITY SHARE CAPITAL OF THE COMPANY, FROM ALL THE EQUITY SHAREHOLDERS OF THE COMPANY/ BENEFICIAL OWNERS OF THE EQUITY SHARES OF THE COMPANY AS ON THE RECORD DATE I.E., FRIDAY, AUGUST 30, 2024, ON A PROPORTIONATE BASIS, THROUGH THE TENDER OFFER ROUTE (AS DEFINED BELOW), AT A PRICE OF RS. 450/- (RUPEES FOUR HUNDRED FIFTY ONLY) PER EQUITY SHARE FOR AN AGGREGATE AMOUNT OF UP TO RS. 20,62,20,600/- (RUPEES TWENTY CORE SIXTY-TWO LAKH TWENTY THOUSAND AND SIX HUNDRED ONLY) EXCLUDING ANY EXPENSES INCURRED OR TO BE INCURRED FOR THE BUY BACK.</b></p>	
<ol style="list-style-type: none"> <li>The Buyback (as defined below) is in accordance with Article 4 of the Articles of Association of the Company, Sections 68, 69, 70 and 179 and all other applicable provisions, if any, of the Companies Act, 2013, the SCD Rules (as defined below), to the extent applicable, and in compliance with the Buyback Regulations (as defined below) and subject to such other approvals, permissions and sanctions as may be necessary, and such other conditions and modifications, if any, as may be prescribed or imposed by the appropriate authorities while granting such approvals, permissions and sanctions, which may be agreed by the Board (as defined below).</li> <li>The Buyback is within the statutory limits of 10% of the aggregate of the total paid-up equity share capital and free reserves of the Company as per the latest audited Standalone Financial Statements as at March 31, 2024 (the last audited balance sheet available as on the date of the Board Meeting (as defined below) recommending the proposal of the Buyback). The Buyback Size (as defined below) is 9.95% of the aggregate of the total paid-up Equity Share capital and Free Reserves of the Company, as per the latest audited Standalone Financial Statements, as at March 31, 2024.</li> <li>A copy of the Public Announcement (as defined below) and this Letter of Offer (including the Tender Form) shall also be available on the website of Securities and Exchange Board of India at <a href="http://www.sebi.gov.in">www.sebi.gov.in</a>. The Letter of Offer will also be available on the websites of the Company, the Registrar to the Buyback, the Stock Exchange and the Manager to the Buyback Offer at, <a href="http://www.indiantoners.com">www.indiantoners.com</a>, <a href="https://buyback.alankit.com/">https://buyback.alankit.com/</a>, <a href="http://www.bseindia.com">www.bseindia.com</a> and <a href="http://www.corporateprofessionals.com">www.corporateprofessionals.com</a> respectively.</li> <li>The Letter of Offer will be sent to the Equity Shareholder(s)/beneficial owner(s) of Equity Shares as on the Record Date i.e., Friday, August 30, 2024 ("Eligible Shareholders").</li> <li>The procedure for tendering and settlement is set out in paragraph 22 on page 52 of this Letter of Offer. The Form of Acceptance-cum-Acknowledgement (the Tender Form) is enclosed together with this Letter of Offer.</li> <li>For mode of payment of consideration to the Eligible Shareholders, please refer to paragraph 22 on page 52 of this Letter of Offer.</li> <li>Eligible Shareholders are advised to refer to Details of the Statutory Approvals (paragraph 19 of page 43) and Note on Taxation (paragraph 23 of page 66) before tendering their Equity Shares in the Buyback.</li> </ol>	
<p><b>MANAGER TO THE BUYBACK OFFER</b></p>  <p><b>Corporate Professionals</b>  <b>Corporate Professionals Capital Private Limited</b>  <b>Address:</b> D-28, South Extension Part-I, New Delhi-110049  <b>Tel:</b> 011-40622230/ 40622251/ 40622209;  <b>Contact Person:</b> Ms. Anjali Aggarwal,  <b>Email:</b> <a href="mailto:mb@indiaccp.com">mb@indiaccp.com</a>  <b>Website:</b> <a href="http://www.corporateprofessionals.com">www.corporateprofessionals.com</a>  <b>Investor grievance e-mail:</b> <a href="mailto:mb@indiaccp.com">mb@indiaccp.com</a>  <b>SEBI Registration No.:</b> INM000011435  <b>Validity Period:</b> Permanent  <b>Corporate Identity Number:</b> U74899DL2000PTC104508</p>	<p><b>REGISTRAR TO THE BUYBACK OFFER</b></p>  <p><b>Alankit Assignments Limited</b>  <b>Address:</b> 205-208, Anarkali Complex, Jhandewalan Extn, New Delhi - 110055  <b>Tel. No.:</b> 011 - 42541234 / 23541234  <b>Email:</b> <a href="mailto:itdlbuyback@alankit.com">itdlbuyback@alankit.com</a>  <b>Investor Grievance ID:</b> <a href="mailto:itdlbuyback@alankit.com">itdlbuyback@alankit.com</a>  <b>Website:</b> <a href="https://buyback.alankit.com/">https://buyback.alankit.com/</a>  <b>Contact Person:</b> Ritika Manghani  <b>SEBI Registration No.:</b> INR000002532  <b>Validity:</b> Permanent  <b>CIN:</b> U74210DL1991PLC042569</p>
<p><b>BUYBACK PROGRAMME</b></p>	
<b>BUYBACK OPENS ON</b>	<b>Thursday, September 05, 2024</b>
<b>BUYBACK CLOSES ON</b>	<b>Wednesday, September 11, 2024</b>
<b>LAST DATE AND TIME OF RECEIPT OF COMPLETED TENDER FORMS AND OTHER SPECIFIED DOCUMENTS BY THE REGISTRAR TO THE BUYBACK</b>	<b>Wednesday, September 11, 2024 by 5 P.M.</b>
<p><b>BUYBACK ENTITLEMENT</b></p>	
<b>Category</b>	<b>Indicative Entitlement ratio in the Buyback*</b>
Reserved Category for Small Shareholders	34 Equity Shares out of every 805 Equity Shares held on the Record Date
General Category for all other Eligible Shareholders	34 Equity Shares out of every 805 Equity Shares held on the Record Date
<p>(* For further information in relation to the entitlement ratio for the Buyback in each category, see "Process and Methodology for the Buyback" on page 56 of this Letter of Offer.</p>	
<p>ELIGIBLE SHAREHOLDERS CAN ALSO CHECK THEIR ENTITLEMENT ON THE WEBSITE OF THE REGISTRAR TO THE BUYBACK BY FOLLOWING THE STEPS GIVEN BELOW:</p> <ol style="list-style-type: none"> <li>Click on <a href="https://buyback.alankit.com/">https://buyback.alankit.com/</a>.</li> <li>Select the name of the Company – INDIAN TONERS &amp; DEVELOPERS LIMITED.</li> <li>Select holding type – "Physical" or "NSDL" or "CDSL" or "PAN".</li> <li>Based on the option selected above, enter your "Folio Number" or "NSDL DPID/Client ID" or "CDSL Client ID" or "PAN".</li> <li>Enter the security code and click on submit.</li> <li>Click on 'View' button.</li> <li>The entitlement will be provided in the pre-filled 'FORM OF ACCEPTANCE-CUM ACKNOWLEDGEMENT'.</li> </ol>	

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## 1. SCHEDULE OF ACTIVITIES FOR THE BUYBACK

Sr. No.	Activity	Day & Date
1.	Date of Board Meeting approving the proposal for the Buyback	Tuesday, August 20, 2024
2.	Date of Public Announcement for the Buyback	Wednesday, August 21, 2024
3.	Date of publication of the Public Announcement for the Buyback in newspapers	Thursday, August 22, 2024
4.	Record Date for determining the names of the Eligible Shareholders and the Buyback Entitlement	Friday, August 30, 2024
5.	Last date for Dispatch of Letter of Offer	Tuesday, September 03, 2024
6.	Buyback Opening Date	Thursday, September 05, 2024
7.	Buyback Closing Date	Wednesday, September 11, 2024
8.	Last date of receipt of completed Tender Forms and other specified documents including physical share certificates (if and as applicable) by the Registrar to the Buyback	Wednesday, September 11, 2024
9.	Last date of verification of Tender Forms by Registrar to the Buyback	Tuesday, September 17, 2024
10.	Last date of intimation to the Designated Stock Exchange regarding Acceptance/ Non-acceptance of tendered Equity Shares by the Registrar to the Buyback	Wednesday, September 18, 2024
11.	Last date of completion of settlement of bids on the Stock Exchange	Thursday, September 19, 2024
12.	Last date of dispatch of share certificate(s) by the Registrar to the Buyback unblocking/ return of unaccepted Demat Equity Shares by the Stock Exchange to Eligible Shareholders/Seller Broker	Thursday, September 19, 2024
13.	Last date of payment of consideration to Eligible Shareholders who participated in the Buyback	Thursday, September 19, 2024
14.	Last date of extinguishment of the Equity Shares bought back	Monday, September 30, 2024

*Note: Where last dates are mentioned for certain activities, such activities may take place on or before the respective last dates.*

## 2. DEFINITION OF KEY TERMS

*This Letter of Offer uses certain definitions and abbreviations which, unless the context otherwise indicates or implies or specified otherwise, shall have the meaning as provided below. References to any legislation, act, regulation, rule, guideline, policy, circular, notification or clarification shall be to such legislation, act, regulation, rule, guideline, policy, circular, notification or clarification as amended, supplemented, or re-enacted from time to time and any reference to a statutory provision shall include any subordinate legislation made from time to time under that provision.*

*The words and expressions used in this Letter of Offer, but not defined herein shall have the meaning ascribed to such terms under the SEBI Buyback Regulations, the Companies Act, the SEBI Depositories Act, and the rules and regulations made thereunder.*

<b>Term</b>	<b>Description</b>
Acceptance/Accept/ Accepted	Acceptance of fully paid-up Equity Shares tendered by Eligible Shareholders in the Buyback.
Act or Companies Act	The Companies Act, 2013, as amended including the rules and regulations made thereunder.
Acquisition Window	The facility for acquisition of Equity Shares through mechanism provided by the Designated Stock Exchange in the form of a separate window in accordance with SEBI circular CIR/CFD/POLICYCELL/1/2015 dated April 13, 2015, as amended via circular no. CFD/DCR2/CIR/P/2016/131 dated December 9, 2016, SEBI circular CFD/DCR-III/CIR/P/2021/615 dated August 13, 2021 and circular bearing reference number SEBI/HO/CFD/PoD-2/P/CIR/2023/35 dated March 08, 2023 including any amendments thereof.
Additional Equity Shares or Additional Shares	Additional Equity Shares tendered by an Eligible Shareholder over and above the Buyback Entitlement of such Eligible Shareholder not exceeding the Equity Shares held by such Eligible Shareholder as on the Record Date.
Articles/ AOA	Articles of Association of the Company, as amended from time to time.
Board/Board of Directors	Board of Directors of the Company (which term shall include any committee constituted and authorized by the Board pursuant to its resolution dated Tuesday, August 20, 2024 to exercise its powers, in connection with the Buyback).
Board Meeting	Meeting of the Board of Directors held on Tuesday, August 20, 2024, approving this Buyback Offer.
BSE	BSE Limited
Buyback or Buyback Offer or Offer	Offer by the Company to buyback of upto 4,58,268 (Four Lakh Fifty Eight Thousand Two Hundred Sixty Eight) fully paid-up Equity Shares at the Buyback Price of Rs. 450/- (Rupees Four Hundred Fifty Only) per equity share for an aggregate amount not exceeding Rs. 20,62,20,600/- (Rupees Twenty Crore Sixty-Two Lakh Twenty Thousand and Six Hundred Only) from Eligible Shareholders, through

	the Tender Offer route through the stock exchange mechanism in terms of the Buyback Regulations read with the SEBI Circulars, on a proportionate basis.
Buyback Committee	The Buyback Committee, comprising of Mr. Sushil Jain, Whole time Director; Mr. Akshat Jain, Managing Director; Mr. Satyendra Paroothi, Whole time Director acting as the members of the Committee and Mr. Vishesh Chaturvedi, acting as the Secretary to the Committee was constituted and authorized for the purposes of the Buyback by the resolution dated Tuesday, August 20, 2024, of the Board of Directors.
Buyback Closing Date	Wednesday, September 11, 2024, being the last date up to which the tendering of shares by Eligible Sellers will be allowed.
Buyback Entitlement or Entitlement	The number of Equity Shares that an Eligible Shareholder is entitled to tender in the Buyback, based on the number of Equity Shares held by such Eligible Shareholder, on the Record Date and the ratio of Buyback applicable to the category, to which such Eligible Shareholder belongs.
Buyback Opening Date	Thursday, September 05, 2024, being the date from which the tendering of Equity Shares by Eligible Sellers will be allowed.
Buyback Period	The period between the date of approval of buy-back at the Meeting of Board of Directors i.e., Tuesday, August 20, 2024 till the date on which the payment of consideration to shareholders who have accepted the Buyback offer will be made i.e. Thursday, September 19, 2024.
Buyback Price or Offer Price	Price at which Equity Shares will be bought back from the Eligible Shareholders i.e., Rs. 450/- (Rupees Four Hundred Fifty Only) per fully paid-up Equity Share, payable in cash.
Buyback Regulations	The Securities and Exchange Board of India (Buy-Back of Securities) Regulations, 2018 including any statutory modifications or re-enactments thereof.
Buyback Size	Number of Equity Shares proposed to be bought back i.e., up to 4,58,268 (Four Lakh Fifty-Eight Thousand Two Hundred Sixty Eight) Equity Shares multiplied by the Buyback Price i.e., Rs. 450/- (Rupees Four Hundred Fifty Only) per Equity Share, aggregating upto Rs. 20,62,20,600/- (Rupees Twenty Crore Sixty Two Lakh Twenty Thousand and Six Hundred Only), excluding any expenses incurred or to be incurred for the buy back, which represents 9.95% of the aggregate of paid-up Equity Share capital and free reserves as per the latest audited Standalone Financial Statements as on March 31, 2024, through the tender offer route using the stock exchange mechanism, on a proportionate basis from all the Equity Shareholders/beneficial owners of the Equity Shares of the Company as on the Record Date
Buyback Tax	Buyback Tax is defined under Clause 115QA of the Income Tax Act 1961, i.e., Tax on distributed income to shareholders. - (1) Notwithstanding anything contained in any other provision of this Act, in addition to the income-tax chargeable in respect of the total income of a domestic company for any assessment year, any amount of

	distributed income by the company on buy-back of shares from a shareholder shall be charged to tax and such company shall be liable to pay additional income-tax at the rate of twenty per cent on the distributed income.
CDSL	Central Depository Services (India) Limited.
CIN	Corporate Identification Number
Clearing Corporation	Indian Clearing Corporation Limited
Companies Act	The Companies Act, 2013, together with the Rules, as amended.
“Company” or “Our Company” or “us” or “we” or “our” or “CLSEL”	Indian Toners & Developers Limited unless the context states otherwise.
Company Demat Account	Demat account of the Company designated for the Buyback.
Company’s Broker	SMC Global Securities Limited
Company Secretary & Compliance Officer	Mr. Vishesh Chaturvedi
Depositories	Collectively, National Securities Depository Limited and Central Depository Services (India) Limited
Designated Stock Exchange	The designated stock exchange for the Buyback, will be BSE Limited.
Director	Director(s) of the Company
DP	Depository Participant
Eligible Shareholder(s) or Eligible Person or Equity Shareholder or Eligible Sellers	Person(s) eligible to participate in the Buyback Offer and would mean all Equity Shareholders/ beneficial owners of Equity Shares of the Company as on the Record Date being Friday, August 30, 2024.
Equity Shares	Fully paid-up equity shares of Face Value of Rs. 10/- (Rupees Ten Only) each of the Company.
Equity Shareholder(s)	Holder(s) of the fully paid-up Equity Shares including beneficial owner(s) thereof.
Escrow Account	The Escrow Account titled “ITDL Buyback Escrow Account – 2024” opened with the Axis Bank Account.
Escrow Agent	Axis Bank Limited
Escrow Agreement	The Escrow Agreement dated August 20, 2024 entered into between the Company, the Manager to the Buyback Offer and the Escrow Agent.
FEMA	Foreign Exchange Management Act, 1999 including the Regulations, circulars, directions and notifications issued thereunder
FII(s)/FPI(s)	Foreign Institutional Investors / Foreign Portfolio Investors
General Category	Eligible Sellers other than the Small Shareholders.
GST	Goods and Services Tax
HUF	Hindu Undivided Family
IT Act/Income Tax Act	Income-tax Act, 1961, as amended
Letter of Offer	This Letter of Offer dated September 02, 2024, filed with SEBI through the Manager to the Buyback, containing disclosures in relation to the Buyback as specified in Schedule III of the SEBI Buyback Regulations.

LODR Regulations	SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, as amended from time to time.
Management Rules	Companies (Management and Administration) Rules, 2014
Manager to the Buyback Offer/Manager	Corporate Professionals Capital Private Limited
Non-Resident Shareholders	Includes Shareholders of the Company who are NRIs, Foreign Institutional Investors (FIIs), Foreign Portfolio Investors (FPIs), OCB and Foreign Nationals.
NRI	Non-Resident Indian
NSDL	National Securities Depository Limited.
OCB	Erstwhile Overseas Corporate Bodies
PAN	Permanent Account Number
Promoter and Promoter Group	Promoter and promoter group as have been disclosed under the filings made by the Company under the LODR Regulations, and the Securities and Exchange Board of India (Substantial Acquisition of Shares and Takeovers) Regulations, 2011, as amended.
Public Announcement	Public announcement dated Wednesday, August 21, 2024 regarding the Buyback published on Thursday, August 22, 2024 in Business Standard (English) – all editions and Business Standard (Hindi) – all editions.
Physical Form	Tender Form for Eligible Shareholders holding physical shares.
RBI	Reserve Bank of India
Record Date	Friday, August 30, 2024, being the date for the purpose of determining the Buyback Entitlement and the names of the Eligible Shareholders to whom the Letter of Offer and Tender Form will be sent, and who are eligible to participate in the proposed Buyback in accordance with the Buyback Regulations.
Registrar	Alankit Assignments Limited
Rules	Rules notified under Companies Act, 2013, as amended.
SCD Rules	The Companies (Share Capital and Debenture) Rules, 2014.
SEBI	Securities and Exchange Board of India
SEBI Circulars	Unless otherwise mentioned, the SEBI Circular regarding “Mechanism for acquisition of shares through Stock Exchange pursuant to Buyback Offer” notified by SEBI vide circular CIR/CFD/POLICYCELL/1/2015 dated April 13, 2015 read with circular CFD/DCR2/CIR/P/2016/131 dated December 9, 2016, circular SEBI/HO/CFD/DCR-III/CIR/P/2021/615 dated August 13, 2021 and circular bearing reference number SEBI/HO/CFD/PoD-2/P/CIR/2023/35 dated March 08, 2023 including any amendments or statutory modifications for the time being in force.
Small Shareholder	An Eligible Shareholder, who holds Equity Shares of market value not more than Rs. 2,00,000 (Rupees Two Lakhs only), on the basis of closing price on the recognized stock exchange registering the highest trading volume, as on the Record Date.



Stock Broker(s)/ Seller Member/ Seller Shareholder Broker	A stock broker (who is a member of the NSE and/or BSE) of an Eligible Shareholder, through whom such Eligible Shareholder can participate in the Buyback.
Stock Exchange	BSE being the stock exchange where the Equity Shares of the Company are listed.
Stock Exchange Mechanism	The “Mechanism for acquisition of shares through Stock Exchange” notified by SEBI Circular.
STT	Securities Transaction Tax
Takeover Regulations	Securities and Exchange Board of India (Substantial Acquisition of Shares and Takeovers) Regulations, 2011, as amended.
Tender Form/ Form(s)	Form of acceptance-cum-acknowledgement (for Eligible Shareholders holding Equity Shares in dematerialized form/physical form) with share transfer form (i.e. form SH4) to be filled in and sent to the Registrar by the Eligible Shareholders to participate in the Buyback and as enclosed in this Letter of Offer on page 77.
Tender Offer	Method of buyback as defined in Regulation 2(i)(q) of the Buyback Regulations.
Tendering Period	Period of 5 (five) Working Days from the Buyback Opening Date till the Buyback Closing Date (both days inclusive).
Transaction Costs	Any expenses incurred or to be incurred for the Buyback viz. brokerage costs, fees, turnover charges, taxes such as buyback tax, tax deducted at source/tax collection at source, securities transaction tax and goods and services tax (if any), stamp duty, filing fees to SEBI, Stock Exchanges charges, advisors/legal fees, filing fees, Public Announcement and Letter of Offer publication expenses, advertising expenses, printing and dispatch expenses, if any and other incidental and related expenses and charges etc.
TRS	Transaction Registration Slip generated by the exchange bidding system.
United States/U.S.	The United States of America
Working Day	Working day shall have the meaning as ascribed to it under the SEBI Buyback Regulations.

## **Certain conventions, currency of presentation, use of financial information and stock market data**

### **Page Numbers and Paragraph Numbers**

Unless otherwise stated, all references to page numbers and paragraph numbers in this Letter of Offer are to page numbers of this Letter of Offer.

### **Currency and Units of Presentation**

All references to “Rupee(s)”, “₹”, “Rs.” or “INR” are to Indian Rupees, the official currency of the Republic of India.

### **Financial and Other Data**

Unless stated or the context requires otherwise, our financial information in this Letter of Offer is from the audited Standalone Financial Statements for the fiscal years 2022, 2023 and 2024.

Our Company’s fiscal year commences on April 1 of each year and ends on March 31 of the next year (referred to herein as “Fiscal”, “Fiscal Year” or “FY”). All data related to financials are given in Rs. lakhs unless otherwise stated.

### **Stock Market Data**

Unless stated or the context requires otherwise, stock market data included in this Letter of Offer is derived from the website of the Stock Exchange.

### 3. DISCLAIMER CLAUSE

As required under the SEBI Buyback Regulations, a copy of this Letter of Offer has been submitted to SEBI. It is to be distinctly understood that submission of this Letter of Offer to SEBI should not, in any way be deemed or construed that the same has been cleared or approved by SEBI. SEBI does not take any responsibility either for the financial soundness of the Company to meet the Buyback commitments or for the correctness of the statements made or opinions expressed in this Letter of Offer. The Manager to the Buyback i.e., Corporate Professionals Capital Private Limited, has certified that the disclosures made in this Letter of Offer are generally adequate and are in conformity with the provisions of the Companies Act and SEBI Buyback Regulations. This requirement is to facilitate Eligible Shareholders to take an informed decision for tendering their Equity Shares in the Buyback.

It should also be clearly understood that while the Company is primarily responsible for the correctness, adequacy and disclosure of all relevant information in this Letter of Offer, the Manager to the Buyback is expected to exercise due diligence to ensure that the Company discharges its duty adequately in this behalf and towards this purpose, the Manager to the Buyback i.e., Corporate Professionals Capital Private Limited, has furnished to SEBI a due diligence certificate dated September 02, 2024 in accordance with the SEBI Buyback Regulations, which reads as follows:

*“We have examined various documents and materials relevant to the Buy-back, as part of the due diligence carried out by us in connection with the finalization of the Public Announcement dated Wednesday, August 21, 2024, published on Thursday, August 22, 2024 (the “Public Announcement”) and the Letter of Offer dated September 02, 2024 (“Letter of Offer”). On the basis of such examination and the discussions with the Company, we hereby state that:*

- a) The Public Announcement and the Letter of Offer are in conformity with the documents, materials and papers relevant to the Buyback Offer;*
- b) All the legal requirements connected with the said Buy-back including the Securities & Exchange Board of India (Buy-Back of Securities) Regulations, 2018, as amended, have been duly complied with;*
- c) The disclosures in the Public Announcement and the Letter of Offer are, to the best of our knowledge, true, fair and adequate in all material respects for the eligible shareholders of the Company to make a well-informed decision in respect of the captioned Buyback; and*
- d) Funds used for Buyback shall be as per the provisions of the Companies Act, 2013, as amended.”*

The filing of this Letter of Offer with SEBI does not, however, absolve the Company from any liabilities under the provisions of the Companies Act or from the requirement of obtaining such statutory or other clearances as may be required for the purpose of the proposed Buyback.

The Promoters, members of the Promoter Group and Board of Directors declare and confirm that no information/ material likely to have a bearing on the decision of Eligible Shareholders has been suppressed/ withheld and/ or incorporated in the manner that would amount to mis-statement/ misrepresentation, and in

the event of it transpiring at any point of time that any information/ material has been suppressed/ withheld and/ or amounts to a mis-statement/ misrepresentation, the Promoters and members of the Promoter Group and Board of Directors and the Company shall be liable for penalty, as may be applicable in terms of the provisions of the Companies Act and the SEBI Buyback Regulations.

***The Promoters and members of the Promoter Group and the Board of Directors declare and confirm that funds borrowed from banks and financial institutions will not be used for the Buyback.***

**3.1. Disclaimer for U.S. Persons:**

The information contained in this Letter of Offer is exclusively intended for persons who are not U.S. Persons as defined in regulations of the U.S. Securities Act of 1933, as amended, and who are not physically present in the United States of America. This Letter of Offer does not in any way constitute an offer to sell, or an invitation to sell, any securities in the United States of America or in any other jurisdiction in which such offer or invitation is not authorised or to any person to whom it is unlawful to make such offer or solicitation. Potential users of the information contained in this Letter of Offer are requested to inform themselves about and to observe any such restrictions.

**3.2. Disclaimer for persons in foreign countries other than the United States of America:**

This Letter of Offer has not been filed, registered or approved in any jurisdiction outside India. This Letter of Offer does not in any way constitute an offer to sell, or an invitation to sell, any securities in any jurisdiction in which such offer or invitation is not authorized or to any person to whom it is unlawful to make such offer or solicitation which would subject the Company or the Manager to the Buyback to any new or additional requirements or registrations. Potential users of the information contained in this Letter of Offer are requested to inform themselves about and to observe any applicable legal requirement or restrictions.

**3.3. Important Notice to all Equity Shareholders**

This Letter of Offer has been prepared for the purposes of compliance with the SEBI Buyback Regulations. Accordingly, the information disclosed herein may not be the same as that which would have been disclosed if this document had been prepared in accordance with the laws and regulations of any jurisdiction outside of India. The Company and the Manager to the Buyback are under no obligation to update the information contained herein at any time after the date of this Letter of Offer.

This Letter of Offer does not and will not in any way constitute an offer to sell, or an invitation to sell, any securities, in any jurisdiction in which such offer or invitation is not authorized or to any person to whom it is unlawful to make such offer or solicitation. The Letter of Offer shall be dispatched to all Eligible Shareholders through electronic means as per the SEBI Buyback Regulations and such other circulars or notifications, as may be applicable. However, receipt of the Letter of Offer by any Equity Shareholder in a jurisdiction in which it would be illegal to make this Offer, or where making this Offer would require any action to be taken (including, but not restricted

to, registration of the Letter of Offer under any local securities laws), shall not be treated by such Equity Shareholders as an offer being made to them. Potential users of the information are requested to inform themselves about and to observe any such restrictions. Any Eligible Shareholder who tenders his, her or its Equity Shares in the Buyback shall be deemed to have declared, represented, warranted and agreed that he, she or it is authorised under the provisions of any applicable local laws, rules, regulations and statutes to participate in the Buyback.

#### 3.4. **Forward Looking Statements:**

This Letter of Offer contains certain forward-looking statements. These forward-looking statements generally can be identified by words or phrases such as ‘believe’, ‘aim’, ‘anticipate’, ‘expect’, ‘estimate’, ‘intend’, ‘objective’, ‘plan’, ‘project’, ‘will’, ‘will continue’, ‘will pursue’, or other words or phrases of similar import. Similarly, statements that describe our objectives, plans or goals are also forward-looking statements. All forward looking statements are subject to risks, uncertainties and assumptions about us that could cause actual results to differ materially from those contemplated by the relevant forward-looking statement.

Actual results may differ materially from those suggested by forward-looking statements due to risks or uncertainties associated with expectations relating to, inter-alia, regulatory changes pertaining to the industries in India in which we operate and our ability to respond to them, our ability to successfully implement our strategy, our growth and expansion, technological changes, our exposure to market risks, general economic and political conditions in India which have an impact on its business activities or investments, the monetary and fiscal policies of India, inflation, deflation, unanticipated turbulence in interest rates, foreign exchange rates, equity prices or other rates or prices, the performance of the financial markets in India and globally, changes in domestic laws, regulations and taxes and changes in competition in the industries in which the Company operates.

Certain figures contained in this Letter of Offer, including financial information, have been subject to rounding-off adjustments. All decimals have been rounded off to two decimal points. In certain instances,

- (i) the sum or percentage change of such numbers may not conform exactly to the total figure given; and
- (ii) the sum of the numbers in a column or row in certain tables may not conform exactly to the total figure given for that column or row.

#### 4. TEXT OF THE RESOLUTION PASSED AT THE MEETING OF THE BOARD OF DIRECTORS

The Buyback has been authorised and approved (subject to approvals of statutory, regulatory or governmental authorities as may be required under applicable laws) by the Board of Directors at its meeting held on Tuesday, August 20, 2024.

The relevant extracts of the resolution of the Board of Directors are set out below:

*"RESOLVED THAT in accordance with Article 4 of the Articles of Association of the Company and the provisions of Sections 68, 69, 70, 179 and all other applicable provisions, if any, of the Companies Act, 2013 (the "Act"), applicable provisions of the Companies (Share Capital and Debentures) Rules, 2014 (the "Share Capital Rules"), including any amendments, statutory modifications or re-enactments thereof, for the time being in force and in compliance of the Securities and Exchange Board of India (Buyback of Securities) Regulations, 2018, as amended ("the Buyback Regulations"), the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("Listing Regulations") and subject to such approvals, permissions and sanctions as may be necessary and subject to any modifications and conditions, if any, as may be prescribed by the Securities and Exchange Board of India ("SEBI"), Registrar of Companies, Kanpur (the "ROC"), BSE Limited ("BSE"), lenders of the Company and/ or other authorities, institutions or bodies (together with SEBI, RBI, ROC, and BSE, the "Appropriate Authorities"), as may be necessary, and subject to such conditions, alterations, amendments and/or modifications as may be prescribed or imposed by them while granting such approvals, permissions, consents, sanctions and exemptions which may be agreed by the Board of Directors of the Company (hereinafter referred to as the "Board", which expression includes any Committee constituted by the Board to exercise its powers, including the powers conferred by this resolution) ("Buyback Committee/Committee") the consent of the Board of Directors of the Company be and is hereby accorded for the Buyback of up to 4,58,268 (Four Lacs Fifty Eight Thousand Two Hundred Sixty Eight) Equity Shares of its fully paid-up Equity Shares of Face Value of Rs. 10/- each ("Equity Shares"/ "Shares") (representing 4.22% of the of the total existing paid-up Equity Share capital of the Company), at a price of Rs. 450/- (Rupees Four Hundred and Fifty Only) per fully paid-up Equity Share payable in cash ("Buyback Price") for a maximum amount not exceeding Rs. 20,62,20,600/- (Rupees Twenty Crores Sixty Two Lacs Twenty Thousand and Six Hundred Only), excluding transaction costs, viz. tax payable under Income Tax Act, 1961 and any expenses incurred or to be incurred for the Buyback viz. brokerage costs, fees, turnover charges, taxes such as buyback tax, tax deducted at source/ tax collection at source, securities transaction tax and goods and services tax (if any), stamp duty, filing fees to SEBI, stock exchange charges, advisors/legal fees, printing and dispatch expenses, if any, public announcement and letter of offer publication expenses, advertising expenses, and other incidental and related expenses and charges thereto ("Transaction Costs") (hereinafter referred to as "Buyback Size") representing 9.95% of the aggregate of the fully paid-up Equity Share Capital and free reserves of the Company as per the latest Audited Standalone Financial Statements as at March 31, 2024 (which is within the statutory limit of 10% of the total paid-up capital and free reserves of the Company, based on the financial statements of the Company, as per the provisions of the Companies Act and Buyback Regulations), from all the shareholders/ beneficial owners of the Equity Shares of the Company (except any shareholders/beneficial owners who may be specifically prohibited under the applicable laws by Appropriate Authorities), including promoters (as defined under Securities & Exchange Board of India (Substantial Acquisition of Shares and Takeovers) Regulations, 2011, as amended, and to be referred as "Promoters") and members of the promoter group, as on a record date i.e. Friday, August 30, 2024 ("Record Date") through the "tender offer" route, on a proportionate basis as prescribed under the Buyback Regulations (hereinafter referred to as the "Buyback");*

**RESOLVED FURTHER THAT** the Buyback is less than 10% of the total paid up equity capital and free reserves of the Company based on the financial statements of the Company as per its latest audited Standalone Financial Statements as on March 31, 2024;

**RESOLVED FURTHER THAT** the Buyback Size does not include any transaction costs viz. tax payable under Income Tax Act, 1961 and any expenses incurred or to be incurred for the Buyback viz. brokerage costs, fees, turnover charges, taxes such as buyback tax, tax deducted at source/ tax collection at source, securities transaction tax and goods and services tax (if any), stamp duty, filing fees to SEBI, stock exchange charges, advisors/legal fees, printing and dispatch expenses, if any, public announcement and letter of offer publication expenses, advertising expenses, and other incidental and related expenses and charges thereto;

**RESOLVED FURTHER THAT** as required by Regulation 6 of the Buyback Regulations, the Company shall buyback Equity Shares from the shareholders on a proportionate basis under the Tender Offer route, provided that 15% of the number of Equity Shares which the Company proposes to buyback or the number of Equity Shares entitled as per the shareholding of small shareholders as defined in the Buyback Regulations ("**Small Shareholders**") as on the Record Date, whichever is higher, shall be reserved for Small Shareholders, as defined in the Buyback Regulations;

**RESOLVED FURTHER THAT** the Company shall implement the Buyback using the "Mechanism for acquisition of shares through Stock Exchange pursuant to Tender Offers under Takeovers, Buyback and Delisting" as notified by SEBI vide circular CIR/CFD/POLICYCELL/1/2015 dated April 13, 2015 and SEBI circular CFD/DCR2/CIR/P/2016/131 dated December 9, 2016, SEBI Circular SEBI/HO/CFD/DCR-III/CIR/P/2021/615 dated August 13, 2021 and SEBI Circular SEBI/HO/CFD/PoD-2/P/CIR/2023/35 dated March 08, 2023, including any amendments or statutory modifications for the time being in force ("**SEBI Circulars**") or such other circulars or notifications, as may be applicable thereof and the Company shall approach the Stock Exchange(s), as may be required, for facilitating the same;

**RESOLVED FURTHER THAT** the Company shall implement the Buyback from out of its free reserves and/or Securities Premium account and/or such other sources as may be permitted by applicable law and that the Buyback shall be through the Tender Offer route in such manner as may be prescribed under the Act and the Buyback Regulations and on such terms and conditions as the Board may deem fit;

**RESOLVED FURTHER THAT** as required under the proviso to Section 68(6) of the Act read with Regulation 8 of the Buyback Regulations, the draft of the affidavit for Declaration of Solvency along with annexure on the Statement of Assets and Liabilities as on March 31, 2024 be and is hereby approved and that Mr. Vishesh Chaturvedi, Company Secretary & Compliance Officer be and is hereby authorized to sign the same, for and on behalf of the Board and file the same with the ROC and the SEBI and/or other concerned authorities, as may be necessary, in accordance with the applicable laws;

**RESOLVED FURTHER THAT** the Board/Buyback Committee be and is hereby authorized to, inter alia, increase the Buyback Price and decrease the number of Equity Shares proposed to be bought back, such that there is no change in the Buyback Size till one working day prior to the record date;

**RESOLVED FURTHER THAT** the Buyback would be subject to the condition of maintaining minimum public shareholding requirements as specified in Regulation 38 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements), Regulations, 2015 (as amended) (the "**Listing Regulations**") and under the Securities Contracts (Regulation) Rules, 1957, as amended.

**RESOLVED FURTHER THAT** all of the shareholders of the Company will be eligible to participate in the Buyback including promoters and promoter group of the Company and their associates who hold Equity Shares as on the Record Date, persons in control (including such persons acting in concert) who hold

*Equity Shares as on the Record Date, except the Promoters & Promoter Groups who have intimated to not to participate in the proposed buyback;*

**RESOLVED FURTHER THAT** *the Buyback from non-resident Indians, Overseas Corporate Bodies (OCBs), Foreign Institutional Investors, Foreign Portfolio Investors and members of foreign nationality, if any, shall be subject to such approvals, if any and to the extent necessary or required from concerned authorities and not limited to approvals from the Reserve Bank of India ("RBI") under the Foreign Exchange Management Act, 1999 and rules and regulations framed thereunder, Income Tax Act, 1961 and rules and regulations framed there under, if any;*

**RESOLVED FURTHER THAT** *the Company has complied and shall continue to comply with Section 70 of the Companies Act 2013 (the Act), wherein:*

1. *It shall not directly or indirectly purchase its own shares:*
  - i. *through a subsidiary company including its own subsidiary companies, if any; or*
  - ii. *through any investment company or group of investment companies;*
2. *There are no defaults subsisting in the repayment of deposits or interest payment thereon, redemption of debentures or interest payment thereon or redemption of preference shares or payment of dividend due to any member, or repayment of any term loans or interest payable thereon to any financial institution or banking company, in the last three years; and*
3. *The Company is in compliance with the provisions of Sections 92,123,127 and 129 of the Act.*

**RESOLVED FURTHER THAT** *nothing contained hereinabove shall confer any right on the part of any member to offer, or any obligation on the part of the Company or the Board of Directors to Buyback any shares and/or impair any power of the Company or the Board of Directors to terminate any process in relation to such Buyback if so permissible by law;*

**RESOLVED FURTHER THAT** *the Company shall earmark adequate sources of funds for the purpose of the Buyback;*

**RESOLVED FURTHER THAT** *the Board hereby confirms that:*

1. *All the Equity Shares for Buyback are fully paid-up;*
2. *That the Company shall not issue any Equity Shares or any specified securities including by way of bonus till the expiry of the Buyback period;*
3. *As per provisions of Regulation 24(1)(f) of Buyback Regulations, the Company shall not raise further capital for a period of one year or such further period as may be prescribed, from the expiry of Buyback period except in discharge of its subsisting obligations;*
4. *The Company shall not buyback locked-in Equity Shares and non-transferable Equity Shares till the pendency of the lock-in or till the Equity Shares become transferable, as applicable;*
5. *That the Company shall not Buyback its shares from any person through negotiated deal whether on or off the Stock Exchanges or through spot transactions or through any private arrangement in the implementation of the Buyback;*
6. *That there are no defaults (either in past or subsisting) in the repayment of Deposits or interest payment thereon, redemption of debentures or interest payment thereon, or preference shares or payment of dividend due to any member or repayment of term loans or interest payable thereon to any financial institutions or banks.*
7. *That the Company shall not withdraw the Buyback Offer after the public announcement of the offer of the Buyback is made;*
8. *That funds borrowed from Banks and Financial Institutions whether secured or unsecured will not be used for the Buyback;*



9. *That the aggregate amount of the Buyback i.e. upto Rs. Rs. 20,62,20,600/- (Rupees Twenty Crores Sixty Two Lacs Twenty Thousand and Six Hundred Only) does not exceed 10% of the aggregate of total paid-up equity capital and free reserves based on the audited Standalone financial statements of the Company as on March 31, 2024.*
10. *That the maximum number of shares proposed to be purchased under the Buyback i.e. upto 4,58,268 (Four Lacs Fifty Eight Thousand Two Hundred Sixty Eight) does not exceed 25% of the total number of shares in the paid-up equity capital of the Company as on March 31, 2024.*
11. *The Company shall not make any offer of Buyback within a period of one year reckoned from the date of expiry of the Buyback period;*
12. *That the Buyback shall be completed within a period of one year from the date of passing of this Board Resolution;*
13. *There is no pendency of any scheme of amalgamation or compromise or arrangement pursuant to the provisions of the Companies Act and no public announcement of the Buyback shall be made during the pendency of any such Scheme;*
14. *That the ratio of the aggregate of secured and unsecured debts owed by the Company after the Buyback shall be less than or equal to 2:1 of its paid-up share capital and free reserves based on financial statements of the Company as on March 31, 2024 as prescribed under the Companies Act and the Buyback Regulations;*
15. *That the Company shall not directly or indirectly purchase its own Equity Shares through any subsidiary company including its own subsidiary companies, or through any investment company or group of investment companies;*
16. *That the company is in compliance with the provisions of Section 92, 123, 127 and 129 of the Companies Act;*
17. *That the Company will ensure consequent reduction of its share capital post Buyback and the Equity Shares bought back by the Company will be extinguished and physically destroyed in the manner prescribed under the Buyback Regulations and the Companies Act within the specified timelines;*
18. *That the consideration for the Buyback shall be paid by the Company only in cash;*
19. *That the Company shall transfer from its free reserves, current surplus and/or cash and cash equivalents and/or internal accruals and/or liquid resources and/or such other permissible sources of funds (and not from any borrowed funds) as may be permitted by law, a sum equal to the nominal value of the Equity Shares bought back through the Buyback to the capital redemption reserve account and the details of such transfer shall be disclosed in its subsequent unaudited/ audited financial statements;*
20. *That the Buyback shall not result in delisting of the Equity Shares or other specified securities from BSE Limited (“**Stock Exchange**”);*
21. *That the Buyback would be subject to the condition of maintaining minimum public shareholding requirements as specified in Regulation 38 of the Listing Regulations;*
22. *That as per Regulation 24(i)(e) of the Buyback Regulations, the promoters and members of promoter group, and their associates shall not deal in the Equity Shares or other specified securities of the Company either through the stock exchanges or off-market transactions (including inter-se transfer of Equity Shares among the promoters and members of promoter group) from the date of the Board Meeting till the closing of the Buyback offer;*
23. *That that the Company has not completed a buyback of any of its securities during the period of one year immediately preceding the date of this Board Meeting;*
24. *That as per Regulation 5 (c) and Schedule I (xii) of the Buyback Regulations, there is no breach of any covenants of the loans taken;*
25. *That the Equity Shares bought back by the Company will be extinguished and physically destroyed in the manner prescribed under the Buy-Back Regulations and the Companies Act is earlier.*

**RESOLVED FURTHER THAT** as required by clause (x) of Schedule I of the Buyback Regulations, the Board do hereby confirm that they have made full enquiry into the affairs and prospects of the Company and have formed the opinion:

1. That immediately following the date of Board Meeting held on August 20, 2024, there will be no grounds on which the Company can be found unable to pay its debts;
2. That as regards the Company's prospects for the year immediately following the date of the Board Meeting held on August 20, 2024 and having regard to the Board's intentions with respect to the management of the Company's business during that year and to the amount and character of the financial resources, which will, in the Board's view, be available to the Company during that year, the Company will be able to meet its liabilities as and when they fall due and will not be rendered insolvent within a period of one year from the date of the Board Meeting;
3. In forming its opinion aforesaid, the Board has taken into account the liabilities (including prospective and contingent liabilities) as if the Company were being wound up under the provisions of the Act and the Insolvency and Bankruptcy Code, 2016 (to the extent notified and in force).

**RESOLVED FURTHER THAT** a Buyback Committee be and is hereby constituted comprising of Mr. Sushil Jain, Wholetime Director; Mr. Akshat Jain, Managing Director; Mr. Satyendra Paroothi, Wholetime Director and Mr. Vishesh Chaturvedi, Company Secretary & Compliance Officer shall act as the Secretary of the Buyback Committee and the powers of the Board in respect of the Buyback be delegated to the Committee ("**Buyback Committee**");

**RESOLVED FURTHER THAT** the Buyback Committee shall dissolve post completion of Buyback.

**RESOLVED FURTHER THAT** the Buyback Committee be and is hereby severally authorized to do all such acts, deeds and things as may be necessary, expedient or proper with regard to the implementation of the Buyback, including, but not limited to, the following:

1. The initiation of all necessary actions for preparation and filing of Public Announcement, the Letter of Offer and other related documents;
2. Preparation of and making any corrections, amendments, deletions, additions to the Public Announcement, Letter of Offer, Declaration of Solvency and related documents with the SEBI, ROC, the stock exchange and other appropriate authority(ies), if any;
3. Finalizing the terms of Buyback such as the entitlement ratio, the schedule of activities for Buyback including finalizing the date of opening and closing of Buyback, the timeframe for completion of the Buyback;
4. Appointing printers, advertisement agency, and other advisors, consultants or representatives and settlement of the remuneration for all such intermediaries/agencies/persons, including the payment of commission, brokerage, fee, charges etc. and enter into agreements/letters in respect thereof;
5. Making of all applications to the appropriate authorities for their requisite approvals;
6. Giving any information, explanation, declarations and confirmation in relation to the Public Announcement, Letter of Offer as may be required by the relevant authorities;
7. Earmarking and making arrangements for adequate sources of funds for the purpose of the Buyback in accordance with the Buyback Regulations;
8. The opening, operation and closure of Escrow Account and Special Account in accordance with the escrow agreement to be executed by the Company in this regard;
9. The opening, operation and closure of demat Escrow Account in accordance with the escrow agreement to be executed by the Company with the depository participants;
10. To settle all such questions, difficulties or doubts that may arise in relation to the implementation of the Buyback;
11. To make all applications to the appropriate authority(ies) for their requisite approvals including for approvals as may be required from the RBI under the Foreign Exchange Management Act, 1999 and the rules and regulations framed thereunder, if any;

12. To sign the documents as may be necessary with regard to the Buyback and use the common seal of the Company (if required) on relevant documents required to be executed for the Buyback of shares and to initiate all necessary actions for preparation and issue of various documents and such other undertakings, agreements, papers, documents and correspondence as may be necessary for the implementation of the Buyback to the SEBI, RBI, ROC, stock exchange, depositories and/or other appropriate authorities;
13. To deal with stock exchanges (including their clearing corporations), where the Equity Shares of the Company are listed, and to sign, execute, and deliver such documents as may be necessary or desirable in connection with implementing the Buyback using the "Mechanism for acquisition of shares through Stock Exchange" notified by SEBI vide circular CIR/CFD/POLICY/CELL/1/2015 dated April 13, 2015 and SEBI circular CFD/DCR2/CIR/P/2016/131 dated December 9, 2016 as amended via SEBI/HO/CFD/DCR-III/CIR/P/2021/615 dated August 13, 2021 and circular bearing reference number SEBI/HO/CFD/PoD-2/P/CIR/2023/35 dated March 08, 2023 including any amendments thereof;
14. Extinguishment of share certificates and filing of Certificate of extinguishment as required to be filed in connection with the Buyback on behalf of the Board;
15. To do all such acts, deeds, matters and things as it may in its absolute discretion, deem necessary, expedient, usual or proper; and
16. To Sign, execute and deliver such documents as may be necessary or desirable in connection with or incidental to the Buyback but not limited to certified copies of all resolutions passed by the Board in connection with the Buyback;
17. Obtaining all necessary certificates and reports from statutory auditors and other third parties as required under applicable law;
18. Appointing and finalizing the terms of designated stock exchange, merchant bankers, brokers, escrow agents, registrars, legal counsel, depository participants, scrutinizer, compliance officer, advertising agency and such other intermediaries/ agencies / persons including by the payment of commission, brokerage, fee, charges etc. and enter into agreements/ letters in respect thereof;
19. To determine, finalise and pay tax on Buyback;
20. Amend the price in accordance with Regulation 5 (via) of the SEBI Buyback Regulations; and
21. Delegating all or any of the authorities conferred as above to any authorized representative(s) of the Company to give effect to the aforesaid resolution or to accept any change(s) or modification(s) as may be suggested by the Appropriate Authorities or advisors.

**RESOLVED FURTHER THAT** the quorum for any meeting of the Buyback Committee for implementing the Buyback shall be any two members (including at least one director of the Company), either present in person or through video conferencing, and Buyback Committee may regulate its own proceedings and meet as often as required, to discharge its functions and may approve the above resolutions including by way of circular resolutions;

**RESOLVED FURTHER THAT** in compliance with the Buyback Regulations, BSE Limited be and is hereby appointed as the Designated Stock Exchange for the purpose of the buyback;

**RESOLVED FURTHER THAT** Mr. Vishesh Chaturvedi, Company Secretary & Compliance Officer of the Company be and is hereby nominated as Compliance Officer for the purpose of compliance of legal requirements of proposed buyback and redressal of investors' grievances and Alankit Assignments Limited, Registrar to the Buyback be and is hereby designated as the investors service centre, as required under regulation 24(iii) of the Buyback Regulations;

**RESOLVED FURTHER THAT** in compliance with the Buyback Regulations and Companies Act, Corporate Professionals Capital Private Limited be and is hereby appointed as the Merchant Banker and the Manager to the Buyback for the proposed buyback;

**RESOLVED FURTHER THAT** in compliance with the Buyback Regulations and Companies Act, **SMC Global Securities Limited** be and is hereby appointed as the Broker for the proposed Buyback to inter alia carry out the activities as brokers under the Buyback Regulations, on terms and conditions as may be mutually decided;

**RESOLVED FURTHER THAT** in compliance with the Buyback Regulations and Companies Act, **Alankit Assignments Limited** be and is hereby appointed as the Registrar for the proposed Buyback;

**RESOLVED FURTHER THAT**, the Board hereby takes on record the report dated August 20, 2024 issued by M/s B.K. Shroff & Co., Chartered Accountants, the statutory auditor of the Company, as required under clause (xi) of Schedule I of the Buyback Regulations;

**RESOLVED FURTHER THAT** an escrow account be opened with **Axis Bank Limited** (“Escrow Agent”) for the purpose of the Buyback and the Company shall in accordance with the provisions of the Buyback Regulations, as and by way of security, for the performance of its obligations under the Buyback Regulations, enter into an escrow arrangement and agreements with the Escrow Agent and the manager to the Buyback and before the opening of the Buyback, deposit in the Escrow Account requisite amount in accordance with Regulation 9(xi) of the Buyback Regulations and the manager to the Buyback be and is hereby authorized to operate the Escrow Account in accordance with the Buyback Regulations;

**RESOLVED FURTHER THAT** in terms of the Buyback Regulations, in the event of non-fulfilment of the obligations under the Buyback Regulations by the Company, the monies deposited in the escrow account in full or in part shall be forfeited and distributed pro rata amongst the shareholders who accepted the offer and balance if any shall be utilized for investor protection in accordance with Buyback Regulations;

**RESOLVED FURTHER THAT** no information/ material likely to have a bearing on the decision of the investors has been/shall be suppressed/ withheld and/or incorporated in the manner that would amount to misstatement/ mis-representation and in the event of it transpiring at any point of time that any information material has been suppressed/ withheld and/ or amounts to mis-statement/ mis-representation, the Board and the Company shall be liable for penalty in terms of the provisions of the Companies Act and Buyback Regulations;

**RESOLVED FURTHER THAT** Intention letters received from the members of Promoters and Promoter Group of the Company be and are taken on record with regard to participation in the proposed buyback offer by the Company.

**RESOLVED FURTHER THAT** approval of the Board be and is hereby accorded for fixing Friday, August 30, 2024, as the Record Date for the purpose of determining the entitlement and the names of the Eligible Shareholders / Beneficial Owners to whom the letter of offer will be sent and will be eligible to participate in the Buyback offer of the Company.

**RESOLVED FURTHER THAT** the Company shall maintain a register of shares bought back wherein details of equity shares bought back, consideration paid for the equity shares bought back, date of cancellation of equity shares and date of extinguishing and physically destroying of equity shares and such other particulars as may be prescribed, shall be entered and that the Company Secretary of the Company be and is hereby authorised to authenticate the entries made in the said register.

**RESOLVED FURTHER THAT** for the purpose of giving effect to this resolution, Mr. Sushil Jain, Wholetime Director and Mr. Vishesh Chaturvedi, Company Secretary & Compliance Officer of the Company be and are hereby severally authorized to accept and make any alteration(s), modification(s) to

*the terms and conditions as it may deem necessary, concerning any aspect of the Buyback, in accordance with the statutory requirements as well as to give such directions as may be necessary or desirable, to settle any questions, difficulties or doubts that may arise and generally, to do all acts, deeds, matters and things as it may, in its absolute discretion deem necessary, expedient, usual or proper in relation to or in connection with or for matters consequential to the Buyback without seeking any further consent or approval of the members or otherwise to the end and intent that they shall be deemed to have given their approval thereto expressly by the authority of this resolution;*

**RESOLVED FURTHER THAT** *Mr. Sushil Jain, Wholetime Director and Mr. Vishesh Chaturvedi, Company Secretary & Compliance Officer of the Company be and is hereby severally authorized to do all such acts, deeds, matters and things as it may, in its absolute discretion deem necessary, expedient or proper, to be in the best interest of the members of the Company for the implementation of the Buyback, including but not limited to carrying out incidental documentation as also to make applications to the appropriate authorities for their approvals and to initiate all necessary actions for preparation and issue of various documents, opening of accounts including public announcement, letter of offer, extinguishment of share certificates and 'Certificate of Extinguishment' required to be filed in connection with the Buyback on behalf of the Board and such other undertakings, agreements, papers, documents and correspondence as may be necessary for the implementation of the Buyback to the SEBI, Reserve Bank of India, BSE Limited, ROC, Depositories and/or other authorities;*

**RESOLVED FURTHER THAT** *any actions taken so far in connection with the Buyback by the officers of the Company be and are hereby ratified, confirmed and approved;*

## **5. DETAILS OF THE PUBLIC ANNOUNCEMENT**

- 5.1. In accordance with the provisions of Regulation 7(i) of the SEBI Buyback Regulations, the Company has made a Public Announcement dated Wednesday, August 21, 2024 for the Buyback which was published on Thursday, August 22, 2024 in the newspapers mentioned below (each with wide circulation), which is within 2 (two) Working Days from the date of Board Resolution approving the Buyback on Tuesday, August 20, 2024:

<b>Name of the Newspaper</b>	<b>Newspaper's Language</b>	<b>Editions</b>
Business Standard	English	All Editions
Business Standard	Hindi	All Editions

- 5.2. The Company will publish further notices or corrigenda to or relating to the Public Announcement, if any, in the abovementioned newspapers.
- 5.3. A copy of the Public Announcement is available on the website of SEBI at [www.sebi.gov.in](http://www.sebi.gov.in), website of the Company at [www.indiantoners.com](http://www.indiantoners.com), BSE at [www.bseindia.com](http://www.bseindia.com) and the Manager to the Buyback at [www.corporateprofessionals.com](http://www.corporateprofessionals.com).

## **6. DETAILS OF THE BUYBACK**

- 6.1. Pursuant to the resolution passed by the Board of Directors of the Company on Tuesday, August 20, 2024, the Company, hereby, announces the buyback of up to 4,58,268 (Four Lakh Fifty Eight

Thousand Two Hundred Sixty Eight) Equity Shares (representing 4.22% of the total number of Equity Shares in the Equity Share Capital of the Company as on the date of the Board Meeting and in the total paid-up equity capital of the Company as on March 31, 2024) from the shareholders/beneficial owners of Equity Shares of the Company as on the Record Date, being Friday, August 30, 2024, on a proportionate basis, through the “tender offer” process as prescribed under the SEBI Buyback Regulations, at a price of Rs. 450/- (Rupees Four Hundred Fifty Only) per Equity Share, payable in cash, for an aggregate maximum amount of Rs. 20,62,20,600/- (Rupees Twenty Crore Sixty Two Lakh Twenty Thousand and Six Hundred Only). The Buyback Offer Size and the Buyback Offer Price does not include the Transaction Costs. The Buyback Offer Size represents 9.95 % of the aggregate of the Company’s Equity Share capital and free reserves as per the latest audited Standalone Financial Statements of the Company, as on March 31, 2024, which is within the statutory limits of 10% of the aggregate of the fully paid-up capital and free reserves of the Company based on the Audited Standalone Financial Statements as of March 31, 2024, as per Regulation 4(i) of the SEBI Buyback Regulations.

- 6.2. The Buyback is less than 10% of the total paid up equity share capital and free reserves of the Company as per the latest audited Standalone financial statements of the Company as on March 31, 2024, permitted through the board approval route as per the provisions of the Companies Act and SEBI Buyback Regulations. The Buyback is pursuant to Article 4 of the Articles of Association of the Company and the provisions of Sections 68, 69, 70 and all other applicable provisions, if any, of the Companies Act and the relevant rules made thereunder including the Share Capital and Debentures Rules, the Companies (Management and Administration) Rules, 2014, to the extent applicable, and the provisions of the SEBI Buyback Regulations read with SEBI Circulars and SEBI Listing Regulations, the Foreign Exchange Management Act, 1999 and subject to such other approvals, permissions, consents, exemptions and sanctions, as may be necessary and subject to any modifications and conditions, if any, as may be prescribed by SEBI, Registrar of Companies at Chandigarh and Punjab, the Stock Exchanges and/or other authorities while granting such approvals, permissions, sanctions and exemptions, which may be agreed by the Board. There has been no breach of any covenants of the loans taken by the Company in accordance with Regulation 5(i)(c) and clause (xii) of Schedule I of the SEBI Buyback Regulations.
- 6.3. The Equity Shares of the Company are listed at BSE. The Buyback shall be undertaken on a proportionate basis from the Eligible Shareholders of the Equity Shares of the Company as on the Record Date through the tender offer process prescribed under Regulation 4(iv)(a) of the SEBI Buyback Regulations. Additionally, the Buyback shall be, subject to applicable laws, facilitated by tendering of Equity Shares by Eligible Shareholders and settlement of the same through the stock exchange mechanism as specified by Securities and Exchange Board of India in the SEBI Circulars in terms of Regulation 9(vii) of SEBI Buyback Regulations and such other circulars as may be applicable, including any further amendments thereof. In this regard, the Company will request BSE to provide the acquisition window for facilitating tendering of Equity Shares under the Buyback and for the purposes of this Buyback, BSE will be the designated stock exchange.
- 6.4. The Buyback from the Eligible Shareholders who are Non-Resident Shareholders, shall be subject to such approvals, if any and to the extent necessary or required from the concerned authorities,

including approvals from the RBI under the FEMA and that such approvals shall be required to be taken by such Non-Resident Shareholders.

- 6.5. Further, under the Act and Regulation 4 of the SEBI Buyback Regulations, the number of Equity Shares that can be bought back during a financial year shall not exceed 25% of the total number of outstanding Equity Shares of the Company. Accordingly, the number of Equity Shares that can be bought back during a financial year cannot exceed 27,12,500 Equity Shares, being 25% of the total number of outstanding Equity Shares of the Company, i.e., 1,08,50,000 Equity Shares. Since the Company proposes to Buy-back up to 4,58,268 Equity Shares, the same is within the aforesaid limit.
- 6.6. The Buyback price is Rs. 450/- (Rupees Four Hundred Fifty Only). The Buyback Price has been arrived at after considering various factors including, but not limited to the earnings per share, price earnings ratio, impact on the net worth of the Company, the trends in the volume weighted average prices and the closing price of the Equity Shares at BSE where the Equity Shares are listed and other financial parameters.
- 6.7. In terms of the SEBI Buyback Regulations, under the Tender Offer process, Promoter and Promoter Group have an option to participate in the Buy-back. In this regard, the details of the Promoters and Promoter Group who have expressed their intention to participate and details of their maximum participation in the Buy-back are given in paragraph 7 hereinafter.
- 6.8. The Buyback would involve reservation for Small Shareholders which will be 15% of the number of Equity Shares that the Company proposes to Buyback, or their entitlement, whichever is higher.

#### 6.9. Details of Shareholding

The aggregate shareholding of the i) Promoters and the Members of the Promoter Group and persons who are in control of the Company, ii) directors/ trustees/ partners of the Promoters, promoter group companies /entities where the Promoter is a company/entity, and iii) Directors and Key Managerial Personnel, as on the date of the Public Announcement is as follows:

- 6.9.1. Aggregate shareholding of the Promoters and the members of the Promoter Group and persons in control of the Company in the Company as on the date of the Public Announcement i.e., Wednesday, August 21, 2024, is as follows:

Sr. No.	Name of the Shareholders	No. of Shares held	% of shareholding
<b>Promoters</b>			
(1)	Sushil Jain Jt. Nandita Jain	11,93,500	11.00
<b>Members of Promoter Group</b>			
(2)	Nandita Jain	24,95,583	23.00
(3)	Akshat Jain	18,44,500	17.00
(4)	Ashima N Mathur	18,44,500	17.00
(5)	Sushil Jain HUF	1,35,635	1.25
(6)	Devanshi Jain	0	0.00

6.9.2. Aggregate shareholding of the Directors of such companies which are a part of the Promoter and Promoter Group, as on the date of the Public Announcement i.e., Wednesday, August 21, 2024: *Not Applicable*

6.9.3. Aggregate shareholding of the Directors of the Company (“**Directors**”) and Key Managerial Personnel (“**KMPs**”) of the Company as on the date of the Public Announcement i.e., Wednesday, August 21, 2024:

Sr. No.	Name of the Shareholder	Designation	No. of Equity Shares held	% of Shareholding
(1)	Mr. Sushil Jain	Executive Director - Chairperson-CEO	11,93,500	11.00
(2)	Mr. N K Maheshwari	Chief Financial Officer	12,990	0.12
(3)	Mr. Akshat Jain	Executive Director – Managing Director	18,44,500	17.00
(4)	Mr. Satyendra Paroothi	Executive Director	5	0.00
(5)	Mrs. Neena Jain	Non-Executive - Independent Director	0	0.00
(6)	Mrs. Manisha Chamaria	Non-Executive - Independent Director	0	0.00
(7)	Mr. Sanjay Gupta	Non-Executive - Independent Director	0	0.00
(8)	Mr. Arun Kumar Garg	Non-Executive - Independent Director	0	0.00
(9)	Mr. Vishesh Chaturvedi	Company Secretary & Compliance Officer	0	0.00

6.10. Equity Shares or other specified securities of the Company which have been purchased or sold by any of the (a) Promoters and the members of the Promoter Group and persons in control of the Company; (b) directors/ trustees/partners of the Promoters, promoter group companies /entities where the Promoter is a company, (c) Directors and Key Managerial Personnel during a period of (12) twelve months preceding the date of the Public Announcement other than:

6.10.1. Aggregate of shares purchased or sold by the Promoter and Promoter Group and persons who are in control:

Sr. No.	Name of the Shareholder	No. of Shares Acquired/(Sold)	Nature of Transaction	Maximum Price (Rs.)	Date of Maximum Price	Minimum Price (Rs.)	Date of Minimum Price
NIL							



6.10.2. Aggregate shares purchased or sold by the Directors of such companies which are part of the Promoter and Promoter Group: **Not Applicable**

6.10.3. Aggregate shares purchased or sold by the Directors and Key Managerial Personnel of the Company:

Sr. No.	Name of the Shareholder	No. of Shares Acquired/(Sold)	Nature of Transaction	Maximum Price (Rs.)	Date of Maximum Price	Minimum Price (Rs.)	Date of Minimum Price
1.	Mr. Naresh Kumar Maheshwari	12,990	Open Market	317.00	February 02, 2024	256.00	March 13, 2024

## 7. INTENTION OF THE PROMOTERS AND MEMBERS OF THE PROMOTERS GROUP TO PARTICIPATE IN THE BUYBACK

In terms of the SEBI Buyback Regulations, under the Tender Offer method, the Promoters and members of the Promoter Group and persons in control of the Company have an option to participate in the Buyback. In this regard, Promoters and certain members of the Promoter Group (who are the persons in control) have expressed their intention to participate in the Buyback by their respective letters dated August 14, 2024 and they may tender up to an aggregate maximum of 3,17,080 Equity Shares as detailed below in accordance with the provisions of the Buyback Regulations:

Sr. No.	Name of the Promoter/Promoter Group	No. of Equity Shares held as on the date of Board Meeting	Maximum no. of Equity Shares which may be offered
(1)	Sushil Jain Jt. Nandita Jain	11,93,500	50,366
(2)	Nandita Jain	24,95,583	1,05,314
(3)	Akshat Jain	18,44,500	77,838
(4)	Ashima N Mathur	18,44,500	77,838
(5)	Sushil Jain HUF	1,35,635	5,724
(6)	Devanshi Jain	0	0
<b>TOTAL</b>		<b>75,13,718</b>	<b>3,17,080</b>

The details of the date and price of acquisition of the Equity Shares of the Promoter and Promoter Group who intended to tender their shares are set out below:

### 7.1. Sushil Jain Jt. Nandita Jain\*

S. N.	Date of Transaction	No. of Equity Shares	Face Value (Rs.)	Nature of Transaction	Issue/Acquisition Price/Sale Price	Transaction Value (Rs.)	Cumulative Equity Shares
1.	01-04-11	6,300	10	Transfer	NA	NA	6,300

2.	-	6,82,806	10	Demat account of Mr. Sushil Jain merged with Joint Demat Account of Mr. Sushil Jain and Mrs. Nandita Jain	NA	NA	6,89,106
3.	31-08-17	38,34,062	10	Pursuant to Merger	NA	NA	45,23,168
4.	10-12-18	5,240	10	Acquired from Market	127.64	6,68,872	45,28,408
5.	18-03-20	(32,01,243)	10	Disposal by way of Gift	NA	NA	13,27,165
6.	25-03-21	(2,33,093)	10	Buyback of Shares	160	3,72,94,880	10,94,072
7.	23-08-22	99,428	10	Inter se Transfer by way of Gift	NA	NA	11,93,500
	<b>TOTAL</b>	<b>11,93,500</b>					

#### 7.2. Nandita Jain\*

Sr. No.	Date of Transaction	No. of Equity Shares	Face Value (Rs.)	Nature of Transaction	Issue/Acquisition Price/Sale Price	Transaction Value (Rs.)	Cumulative Equity Shares
1.	01-04-11	1,34,000	10	Through purchase and allotments	NA	NA	1,34,000
2.	31-08-17	17,26,255	10	Pursuant to Merger	NA	NA	18,60,255
3.	25-03-21	(3,26,722)	10	Buyback of Shares	160.00	5,22,75,520	15,33,533
4.	23-08-22	9,62,050	10	Inter se transfer by way of Gift	NA	NA	24,95,583
	<b>TOTAL</b>	<b>24,95,583</b>					

#### 7.3. Akshat Jain\*

Sr. No.	Date of Transaction	No. of Equity Shares	Face Value (Rs.)	Nature of Transaction	Issue/Acquisition Price/Sale Price	Transaction Value (Rs.)	Cumulative Equity Shares
1.	01-04-11	1,32,600	10	Through purchase	NA	NA	1,32,600

				and allotments			
2.	31-08-17	12,66,807	10	Pursuant to Merger	NA	NA	13,99,407
3.	18-03-20	17,28,447	10	Acquired through Gift	NA	NA	31,27,854
4.	25-03-21	(5,49,354)	10	Buyback of Shares	160.00	8,78,96,640	25,78,500
5.	23-08-22	(7,34,000)	10	Inter se transfer by way of Gift	NA	NA	18,44,500
	<b>TOTAL</b>	<b>18,44,500</b>					

#### 7.4. Ashima N Mathur\*

Sr. No.	Date of Transaction	No. of Equity Shares	Face Value (Rs.)	Nature of Transaction	Issue/Acquisition Price/Sale Price	Transaction Value (Rs.)	Cumulative Equity Shares
1.	01-04-11	40,000	10	Through purchase and allotments	NA	NA	40,000
2.	31-08-17	11,03,756	10	Pursuant to Merger	NA	NA	11,43,756
3.	18-03-20	14,72,796	10	Acquired through Gift	NA	NA	26,16,552
4.	25-03-21	(4,59,552)	10	Buyback of Shares	160	7,35,28,320	21,57,000
5.	23-08-22	(3,12,500)	10	Inter se transfer by way of Gift	NA	NA	18,44,500
	<b>TOTAL</b>	<b>18,44,500</b>					

#### 7.5. Sushil Jain HUF\*

Sr. No.	Date of Transaction	No. of Equity Shares	Face Value (Rs.)	Nature of Transaction	Issue/Acquisition Price/Sale Price	Transaction Value (Rs.)	Cumulative Equity Shares
1.	01-04-11	1,82,600	10	Through purchase and allotments	NA	NA	182600

2.	25-03-21	(32,070)	10	Buyback of shares	160	51,31,200	1,50,530
3.	23-08-22	(14,895)	10	Inter se transfer by way of Gift	NA	NA	1,35,635
	<b>TOTAL</b>	<b>1,35,635</b>					

*\*Note: Since specific details of acquisition/sale of equity shares prior to April 01, 2011, are not available, aggregate shareholding as on April 01, 2011 is provided.*

Pursuant to the proposed Buyback and depending on the response to the Buyback, the aggregate shareholding and voting rights of the Promoters and members of the Promoter Group and persons in control of the Company, in the Company, may change from the existing shareholding of the total equity capital and voting rights of the Company. Assuming response to the Buyback is to the extent of 100% (full acceptance) from all the Eligible Shareholders up to their entitlement, the aggregate shareholding of the Promoters and members of the Promoter Group of the Company, post Buyback will remain same at 69.25% of the post Buyback equity share capital of the Company. The Promoters and members of the Promoter Group and persons in control of the Company are already in control over the Company and therefore any further increase in the voting rights of the Promoters and members of the Promoter Group and persons in control will not result in any change in control of the Company. Please refer to paragraph 10 of this Letter of Offer for further details regarding shareholding (pre and post buyback) of the Promoter and members of the Promoter Group and the Public shareholding in the Company.

The Promoter and Promoter Group hold 69.25% of the paid-up Equity Share capital of the Company.

Post the Buyback, the public shareholding of the Company shall not fall below the minimum level as required under Regulation 38 of the SEBI Listing Regulations, and the provisions contained under Rule 19 (2) (b) and Rule 19A of the Securities Contract (Regulation) Rules, 1957 read with SEBI circular dated February 22, 2018.

## **8. AUTHORITY OF THE BUY BACK**

The Buyback is being undertaken in accordance with Article 4 of the Articles of Association, Sections 68, 69, 70 and other applicable provisions of the Companies Act, and applicable rules thereunder, including the Share Capital and Debentures Rules and the Companies (Management and Administration) Rules, 2014, to the extent applicable, and the SEBI Buyback Regulations and SEBI Listing Regulations.

This Buyback is further subject to approvals, permissions, sanctions and exemptions, as may be necessary, from time to time from regulatory and/or statutory authorities as required under applicable laws, including but not limited to SEBI, RBI and BSE. The Buyback has been authorized by the resolution of the Board of Directors passed at their meeting held on Tuesday, August 20, 2024.

## **9. NECESSITY OF THE BUYBACK**

The current Buyback is a capital allocation decision taken with the objective of seeking a fairer valuation of the Company's stock while improving the Company's Return on Equity and increasing shareholder value in the longer term. The Buyback is being undertaken by the Company after taking into account the strategic and operational cash needs of the Company in the medium term and thereby returning surplus funds to the equity shareholders, which are over and above its ordinary capital requirements and in excess of any current investment plans, in an expedient, effective and cost-efficient manner. The Buyback is being undertaken for the following reasons:

- 9.1. The Buyback will help the Company to distribute surplus cash to its shareholders holding Equity Shares broadly in proportion to their shareholding, thereby, enhancing the overall return to shareholders;
- 9.2. The Buyback, which is being implemented through the tender offer route as prescribed under the Buyback Regulations, would involve a reservation of upto 15% of the Buyback Size for small shareholders. The Company believes that this reservation of upto 15% for small shareholders would benefit a large number of public shareholders, who would get classified as "Small Shareholders" as defined in the Buyback Regulations;
- 9.3. The Buyback would help in improving financial ratios like earnings per share and return on equity, by reducing the equity base of the Company; and
- 9.4. The Buyback gives an option to the Eligible Sellers to either choose to participate in the Buyback and receive cash in lieu of their Equity Shares which are accepted under the Buyback or choose not to participate in the Buyback and get a resultant increase in their percentage shareholding in the Company post the Buyback, without additional investment as a result of decrease in the paid-up Equity Share Capital.

## **10. MANAGEMENT DISCUSSION AND ANALYSIS AND THE LIKELY IMPACT OF BUYBACK ON THE COMPANY**

- 10.1. The Company believes that the Buyback is not likely to cause any material impact on the profitability/ earnings of the Company except a reduction in the amount available for investment, which the Company could have otherwise deployed towards generating investment income. Assuming there is full participation and acceptance in the Buyback from all the Eligible Shareholders up to their Buyback Entitlement, the funds deployed by the Company towards the Buyback would be up to an aggregate maximum amount of Rs. 20,62,20,600/- (Rupees Twenty Crore Sixty Two Lakh Twenty Thousand and Six Hundred Only) which excludes the Transaction Costs.
- 10.2. The Company believes that the Buyback will not in any manner impair its ability to pursue growth opportunities or meet its cash requirements for business operations. The Buyback is being undertaken, inter alia, for helping the Company to return surplus cash to the Eligible Shareholders broadly in proportion to their shareholding, thereby, expected to contribute to the overall enhancement of the shareholder value and result in an increase in the return on equity of the Company.

- 10.3. In terms of the SEBI Buyback Regulations, under the Tender Offer route, the Promoter and Promoter Group and Person in control of the Company have an option to participate in the Buyback. The Promoters and certain members of the Promoter Group have expressed their intention vide their respective letters dated August 14, 2024 of participating in the Buyback. For further details, see *“Intention of the Promoters and members of the Promoter Group to Participate in the Buyback”* on page 24 of this Letter of Offer. Assuming participation in the Buyback is to the extent of 100% (full acceptance) from all the other Eligible Shareholders up to their Buyback Entitlement, the aggregate shareholding of the Promoters and members of the Promoter Group and persons in control of the Company after the completion of the Buyback shall remain same at 69.25% of the post- Buyback total paid-up Equity Share capital of the Company vis a vis the pre-Buyback total paid-up Equity Share capital of the Company (as on the date of the Public Announcement) and the aggregate shareholding of the public in the Company shall remain same at 30.75% of the post Buyback total paid-up Equity Share capital of the Company (as on the date of the Public Announcement i.e. Wednesday, August 21, 2024).
- 10.4. The Buyback is not expected to result in a change in control or otherwise affect the existing management structure of the Company.
- 10.5. Consequent to the Buyback and based on the number of Equity Shares bought back from the non-resident shareholders (including FPIs), Indian financial institutions, banks, mutual funds and other shareholders, the shareholding under each category may undergo a change. The FIIs/FPIs are advised to ensure that their investment in the Company continues to be within the limit prescribed under applicable laws, post completion of the Buyback.
- 10.6. As required under Section 68(2)(d) of the Companies Act, 2013, the ratio of the aggregate of secured and unsecured debts owed by the Company shall not be more than twice its paid up equity share capital and free reserves post completion of the Buyback, even if the response to the Buyback is to the extent of 100% (full acceptance), on the basis of audited Standalone financial statements as of March 31, 2024, whichever sets out a lower amount.
- 10.7. As per Regulation 24(i)(e) of the SEBI Buyback Regulations, the Promoters and their associates, have not dealt in the Equity Shares or other specified securities of the Company either through the Stock Exchanges or off-market transactions (including inter-se transfer of Equity Shares among the Promoters and Promoter Group) from the date of the Board Meeting approving the proposal for Buyback (i.e., Tuesday, August 20, 2024) till the date of this Letter of Offer and shall not deal in the Equity Shares or other specified securities of the Company either through the Stock Exchanges or off-market transactions (including inter-se transfer of Equity Shares among the Promoters and Promoter Group) from the date of this Letter of Offer till the closing of the Buyback.
- 10.8. In compliance with the provisions of Regulation 24(i)(f) of the SEBI Buyback Regulations, the Company shall not raise further capital for a period of one year from the expiry of the Buyback Period except in the discharge of subsisting obligations such as conversion of warrants, stock options, sweat equity or conversion of preference shares or debentures into Equity Shares. Further, as per Regulation 24(i)(b) of the SEBI Buyback Regulations, the Company shall not issue and allot

any Equity Shares or other specified securities including by way of bonus issue from the date of resolution passed by the Board of Directors approving the Buyback i.e. Tuesday, August 20, 2024 till the expiry of the Buyback Period, in accordance with the Companies Act, 2013 and the SEBI Buy-back Regulations. The Company shall not make any further issue of the same kind of shares or other securities including allotment of new shares under Section 62(1)(a) or other specified securities within a period of 6 (six) months after the completion of the Buyback except by way of bonus shares or equity shares issued in order to discharge subsisting obligations such as the conversion of warrants, stock option schemes, sweat equity or conversion of preference shares or debentures into Equity Shares.

- 10.9. There are no defaults (either in past or subsisting) in the repayment of deposits, interest payment thereon, redemption of debentures or payment of interest thereon or redemption of preference shares or payment of dividend due to any shareholder, or repayment of any term loans or interest payable thereon to any shareholder or financial institution or banking company.
- 10.10. The Company is not undertaking the Buyback so as to delist its shares from the Stock Exchanges.
- 10.11. There has been no breach of any covenants of the loans taken by the Company in accordance with Regulation 5(i)(c) and clause (xii) of Schedule I of the SEBI Buyback Regulations.
- 10.12. The Company has complied with and are in compliance with Regulation 5(viii) of the SEBI Buyback Regulations read with Securities and Exchange Board of India (Prohibition of Insider Trading) Regulations, 2015.
- 10.13. Salient financial parameters consequent to the Buyback based on the latest audited standalone financial statements as on March 31, 2024, of the Company, are set forth below:

<b>Particulars</b>	<b>Pre-Buyback</b>	<b>Post Buyback</b>
Net Worth (INR Lakhs)	20725.71	18617.68
Return on Net Worth/ Return on Equity (%)	12.61%	14.04%
Basic Earnings per Share - Basic (Rs.)	24.09	25.15
Book value per Share/ NAV per Share (Rs.)	191.02	179.16
P/E based on PAT as per the latest audited financial result (Rs. 261.20/-) - As per BSE	11.33	10.38
Debt-Equity Ratio	NA	NA

- a. *Net Worth = Paid-up Share Capital + all reserves created out of the profits and securities premium account, after deducting the aggregate value of the accumulated losses, deferred expenditure and miscellaneous expenditure not written off (but does not include reserves created out of revaluation*

*of assets, write-back of depreciation and amalgamation), based on standalone audited financials of the Company as on March 31, 2024.*

*The Post Buyback numbers are calculated by reducing the net worth by the proposed buy-back of Rs. 2,062.21 Lakh/- (assuming full acceptance of Equity Shares in the Buyback Offer in the ratio of Buyback) and existing number of Equity Shares by 4,58,268 without factoring in any other impact to the net worth including applicable taxes or expenses in relation to Buyback.*

- b. Return on Net worth = Profit after Tax/ Net worth; based on standalone audited financials for the year ended on March 31, 2024.*
- c. Earnings per share = Profit after Tax /Weights Average No. of Equity Shares; based on the standalone audited financials for the year ended March 31, 2024.*
- d. Book Value per Share = Net worth / No. Equity Share outstanding at the end of Financial Year; Net worth based on the standalone audited financials as on March 31, 2024.*
- e. P/E ratios based on the closing market price as on March 28, 2024 (being last trading day for the Financial Year 2023-24) i.e. Rs. 261.20/- (BSE), Earnings per Share based on standalone audited financials for the financial year 2023-24.*
- f. Debt-Equity ratio = Total Debt / Net worth based on the standalone audited financials as on March 31, 2024;*

## **11. BASIS OF CALCULATING THE BUYBACK OFFER PRICE**

11.1 The Equity Shares of the Company are proposed to be bought back at a price of Rs. 450/- (Rupees Four Hundred Fifty Only) per Equity Share (“**Buyback Price**”).

11.2 The said Buyback Price has been arrived at after considering various factors, including but not limited to the trends in the Volume Weighted Average Prices and closing price of the Equity Shares on the Stock Exchanges where the Equity Shares are listed, the net worth of the Company, impact on other financial parameters and the possible impact of Buyback on the earnings per share.

11.3 The Buyback Offer Price represents:

- a) Premium of 53.24% over the volume weighted average market price of the Equity Shares on BSE, respectively, during the three months preceding Tuesday, August 13, 2024, being the date of intimation to the Stock Exchange for the Board Meeting to consider the proposal of the Buyback (“Intimation Date”).
- b) Premium of 54.20% over the volume weighted average market price of the Equity Shares on BSE, for 90 Trading Days preceding the Intimation Date.
- c) Premium of 60.80% over the closing price of the Equity Shares on BSE, as on Monday, August 12, 2024, being the day preceding the Intimation Date.



- d) Premium of 49.28% over the closing price of the Equity Shares on BSE, as on Tuesday, August 13, 2024, being the day of Intimation to Stock Exchange.
- e) Premium of 20.53% over the closing price of the Equity Shares on BSE, as on 1 (One) day prior to the Board Meeting i.e., Monday, August 19, 2024.

As required under Section 68(2)(d) of the Act, the ratio of the aggregate of secured and unsecured debts owed by the Company shall not be more than twice it paid up equity share capital and free reserves post completion of the Buyback, even if the response to the Buyback is to the extent of 100% (full acceptance), on the basis of standalone financial statements as of March 31, 2024.

## **12. SOURCES OF FUNDS FOR THE BUYBACK**

- 12.1. Assuming full acceptance, the funds that would be utilised by the Company for the purpose of the Buyback of up to 4,58,268 (Four Lacs Fifty Eight Thousand Two Hundred Sixty Eight) Equity Shares at a price of Rs. 450/- (Rupees Four Hundred Fifty Only) per Equity Share aggregating maximum amount of Rs. 20,62,20,600/- (Rupees Twenty Crores Sixty Two Lacs Twenty Thousand and Six Hundred Only) excluding the Transaction Costs which represents 9.95% of the total paid up capital and free reserves of the Company as per the latest available audited Standalone Financial Statements of the Company for the financial year ended March 31, 2024, which is within the prescribed limit of 25%, as per Regulation 4(i) of the SEBI Buyback Regulations.
- 12.2. The Buyback is less than 10% of the total paid up equity share capital and free reserves of the Company as per the latest standalone audited financial statements of the Company as on March 31, 2024, permitted through the Board approval route as per the provisions of the Companies Act and SEBI Buyback Regulations.
- 12.3. The funds required for implementation of the proposed Buyback will be sourced from free reserve (retained earnings) of the Company and/or such other source as may be permitted by SEBI Buyback Regulations or the Companies Act. The Company shall transfer from its free reserves, current surplus and/ or cash and cash equivalents and/or internal accruals and/or liquid resources and/or such other sources as may be permitted by law, a sum equal to the nominal value of the Equity Shares bought back through the Buyback to the capital redemption reserve account and details of such transfer shall be disclosed in its subsequent unaudited/ audited financial statements. The funds borrowed, if any, from banks and financial institutions shall not be used for the Buyback.
- 12.4. This Buyback is not likely to cause any material impact on the earnings of the Company, except for the cost of financing the Buyback, being a reduction in the current investments (held in the form of fixed deposits) that the Company could have otherwise earned on the funds deployed.

## **13. DETAILS OF THE ESCROW ACCOUNT AND THE AMOUNT DEPOSITED THEREIN**

- 13.1. In accordance with Regulation 9(xi) of the SEBI Buyback Regulations, the Company has appointed Axis Bank Limited having its registered office at Trishul 3rd Floor, Opp Samartheshwar Temple Law Garden, Ellisbridge, Ahmedabad, Gujarat – 380006, India as the Escrow Bank for Buyback

and an Escrow Agreement dated August 20, 2024 has been entered into amongst the Company, Manager to the Buyback and Escrow Bank.

- 13.2. In accordance with the SEBI Buyback Regulations and pursuant to the Escrow Agreement, the Company has opened an Escrow Account with the Escrow Bank in the name and style “ITDL Buyback Escrow Account – 2024” bearing account number 924020050212474. In accordance with the Regulation 9(xi) of the SEBI Buyback Regulations, the Company has deposited a sum of Rs. 5,15,55,150 (Rupees Five Crore Fifteen Lakh Fifty Five Thousand One Hundred and Fifty Only) in the form of cash in the Escrow Account, which is 25% of the Buyback Offer Size till Rs. 100 crores, within two working days from the date of Public Announcement in accordance with the SEBI Buyback Regulations. In accordance with the SEBI Buyback Regulations, the Manager to the Buyback is empowered under the Escrow Agreement to operate the Escrow Account.

#### 14. FIRM FINANCIAL ARRANGEMENT

- 14.1. M/s B. K. Shroff & Co., Chartered Accountants through their partner Ms. Kavita Nangia have issued a certificate dated August 20, 2024, certifying that the Company has adequate and firm financial resources to fulfil its obligations under the Buyback. The contact details of Chartered Accountants are set forth below:

**Name:** M/s B. K. Shroff & Co.

**Address:** 23-A, Netaji Subhash Road, Kolkata -700001, India

**Contact Person:** Ms. Kavita Nangia

**Tel No.:** 22300751, 22300752

**Email ID:** [bkshroffdelhi@yahoo.com](mailto:bkshroffdelhi@yahoo.com), [bkshroffdelhi@rediffmail.com](mailto:bkshroffdelhi@rediffmail.com)

**ICAI Firm Registration No.:** 302166E

**Membership No.:** 090378

- 14.2. Based on the aforementioned certificate, the Manager to the Buyback confirms that firm arrangements for fulfilling the obligations under the Buyback are in place and that the Company has the ability to implement the Buyback in accordance with the SEBI Buyback Regulations.

#### 15. CAPITAL STRUCTURE AND SHAREHOLDING PATTERN

- 15.1. The present capital structure of the Company as on the date of this Letter of Offer is set out below:

Particulars	Present Amount (in Rs.)
<b>Authorised Share Capital</b> (2,08,00,000 Equity Shares of Rs. 10/- each fully paid up)	20,80,00,000
<b>Issued Share Capital</b> (1,08,50,000 Equity Shares of Rs. 10/- each fully paid up)	10,85,00,000
<b>Subscribed and Paid-Up Share Capital</b> (1,08,50,000 Equity Shares of Rs. 10/- each fully paid up)	10,85,00,000

15.2. Assuming full acceptance in the Buyback, the issued, subscribed and paid-up equity share capital of the Company after the completion of the Buyback Offer would be as set out below:

<b>Particulars</b>	<b>Post amount completion of the Buyback* (in Rs.)</b>
<b>Authorised Share Capital</b> (2,08,00,000 Equity Shares of Rs. 10/- each fully paid up)	20,80,00,000
<b>Issued Share Capital</b> (1,03,91,732 equity shares of Rs. 10 each fully paid up)	10,39,17,320
<b>Subscribed and Paid-Up Share Capital</b> (1,03,91,732 equity shares of Rs. 10 each fully paid up)	10,39,17,320

(\*) Assuming full acceptance in the Buyback of 4,58,268 Equity Shares. The post-Buyback issued, subscribed and paid-up share capital may differ depending upon the actual number of Equity Shares bought back.

15.3. The Company has not undertaken any buyback in the last three years from the date of this Letter of Offer.

15.4. As on the date of this Letter of Offer:

- all Equity Shares are fully paid-up and there are no partly-up shares or calls-in-arrears;
- there are no outstanding preference shares or convertible securities;
- it shall not issue, including through a bonus issue, Equity Shares or any other specified securities, until the expiry of Buyback Period in accordance with Regulation 24(i)(b) of the SEBI Buyback Regulations;
- no scheme of amalgamation or compromise or arrangement pursuant to the Companies Act is pending in relation to the Company; and
- The Company has locked- in Equity Shares, which the Company shall not Buyback till the pendency of the lock in or till the shares become transferable.

15.5. The shareholding pattern of the Company, as on the Record Date, i.e., Friday, August 30, 2024 (pre-Buyback) and post-Buyback (assuming full acceptance of 4,58,268 Equity Shares in the Buyback) is set forth below:

<b>Category of Shareholder</b>	<b>Pre -Buyback</b>		<b>Post-Buyback</b>	
	<b>No. of Equity Shares</b>	<b>% to the existing Equity Share Capital</b>	<b>No. of Equity Shares</b>	<b>% to the post-Buyback Equity Share Capital</b>
Promoters and members of the Promoter Group, and persons acting in concert (collectively "the Promoter")	75,13,718	69.25	71,96,366	69.25
Foreign Investors (including Non-Resident	60,873	0.56	31,95,366	30.75

Indians/ FIIs / Foreign Mutual Funds)				
Others (Public, Public Bodies Corporate etc.)	32,75,409	30.19		
<b>TOTAL</b>	<b>1,08,50,000</b>	<b>100.00</b>	<b>1,03,91,732</b>	<b>100.00</b>

- 15.6. Assuming full acceptance of the Buyback, the issued, subscribed and paid-up Equity Share capital of the Company would be as fully set out in paragraph 15.2 of this Letter of Offer.
- 15.7. Please refer to paragraph 15.5 of this Letter of Offer for details regarding shareholding (pre and post buyback) of the Promoter and Promoter Group in the Company. For details regarding the shareholding of Promoters and Promoter Group, directors/ trustees/ partners of the Promoters, promoter group companies /entities where the Promoter is a company/entities and shareholding of Directors/Key Managerial Personnel as on date of the Public Announcement, please refer to paragraphs 6.9 of this Letter of Offer. Please refer to paragraph 6.10 of this Letter of Offer for details regarding Equity Shares or other specified securities in the Company that were either purchased or sold by during a period of 12 months preceding the date of the Public Announcement by Promoters and the Members of the Promoter Group and persons in control of the Company; directors/ trustees/ partners of the Promoters, promoter group companies /entities where the Promoter is a company and Directors and Key Managerial Personnel.

## 16. BRIEF INFORMATION ABOUT THE COMPANY

- 16.1. Indian Toners and Developers Limited (ITDL), an ISO 9001:2015 and ISO 14001:2015 Certified Company, was incorporated in 1990, a Public Limited Company. The Company is Listed on BSE (Scrip Code: 523586) and ISIN number of the Company is INE826B01018. Company is having its registered office at 10.5 KM Milestone, Rampur Bareilly Road, Rampur Uttar Pradesh, 244901 and Corporate Office at 1223, DLF Tower 'B, Jasola, New Delhi –110 025.

Company has two production units. Unit 1 is located at Rampur, U.P. Unit 2 is located at Sitarganj, Uttarakhand. Company is manufacturer and exporter of compatible toners for use in laser printers, the new age digital machines, multi-function printers, analogue copiers as well as wide format printers and copiers.

Company has a manufacturing capacity to produce 5400 metric tons of toners per annum. The facility at Rampur has a manufacturing capacity of 3000 metric tons of toner per annum, while the facility at Sitarganj also has a manufacturing capacity of 2400 metric tons of toner per annum, with a total of 7 Production lines: 6 production lines each, with 600 tons manufacturing capacity. 1 exclusive production line for R&D.

- 16.2. For the Financial years ended on March 31, 2024; March 31, 2023 and March 31, 2022 the Company recorded, on a standalone basis revenue from operations and total income as follows:

(Rs. Lakhs)

Particulars	Revenue from Operations	Total Income
Year Ended 31 March 2024	15,674.94	16,297.65
Year Ended 31 March 2023	15,516.9	15,901.40
Year Ended 31 March 2022	11,899.27	12,338.95

16.3. For the financial years ended March 31, 2024, March 31, 2023 and March 31, 2022 the Company recorded, on a standalone basis, Profit after Tax (PAT) as follows:

(Rs. Lakhs)

Particulars	PAT
Year Ended 31 March 2024	2,614.02
Year Ended 31 March 2023	2,631.43
Year Ended 31 March 2022	1,894.25

16.4. Details of the listing of the equity shares of the Company on the Stock Exchange is set forth below:

Name of the Stock Exchange	Date of Listing	Whether Continues to be Listed
BSE	September 22, 1992	Yes

16.5. The Equity Shares are currently traded in compulsory dematerialised mode under the trading code 523586 at BSE. The ISIN of the Equity Shares is INE826B01018.

16.6. The following table sets forth the history of the Equity Share capital of the Company since incorporation:

Date of Issue/Allotment	No. of Equity Shares	Face Value (Rs.)	Issue Price (Rs.)	Consideration in Cash/Other than Cash	Cumulative No. of Equity Shares	Cumulative Equity Share Capital (Rs.)	Reason of Allotment
January 03, 1990	800	10	10	Cash	800	8,000	Subscribers to Memorandum
1991*	1,72,000	10	10	Cash	1,72,800	17,28,000	Private Placement
December 04, 1991	4,53,000	10	10	Cash	6,25,800	6,25,80,000	Private Placement
March 27, 1992	18,75,000	10	10	Cash	25,00,800	2,50,08,000	Private Placement
1992*	16,08,100	10	10	Cash	41,08,900	4,10,89,000	Private Placement
June 25, 1992	30,80,900	10	10	Cash	71,89,800	7,18,98,000	Public Issue
June 25, 1992	1,39,100	10	10	Cash	73,28,900	7,32,89,000	Public Issue
June 23, 1994	7,30,000	10	10	Cash	80,58,900	8,05,89,000	Private Placement

August 31, 2017	79,31,634	10	-	Other than cash	1,59,90,534	15,99,05,340	Allotment pursuant to Scheme
August 31, 2017	(28,28,924)	10	-	Other than cash	1,31,61,610	13,16,16,100	Cancellation pursuant to scheme
March 25, 2021	(23,11,610)	10	160	Cash	1,08,50,000	10,85,00,000	Buyback of Shares

(\* ) Since actual date of allotment is not available in the record, the year of allotment is being mentioned.

16.7. The following table sets forth details regarding the Board of the Directors as on the date of the Public Announcement:

<b>Name, Qualification, Occupation, Age (in years) and DIN</b>	<b>Designation</b>	<b>Date of appointment/ re-appointment</b>	<b>Other directorships (in other companies) and designated partnerships in LLPs</b>
<b>Mr. Sushil Jain</b>  <b>Qualification:</b> Bachelor of Engineering  <b>Occupation:</b> Industrialist  <b>Age:</b> 65 Years  <b>DIN:</b> 00323952	Chairman	Appointed on January 10, 1990	1. Jain Tube Company Limited 2. Shrilon India LLP
<b>Mr. Akshat Jain</b>  <b>Qualification:</b> B.Sc. in Business Administration  <b>Occupation:</b> Industrialist  <b>Age:</b> 41 Years  <b>DIN:</b> 03328275	Managing Director	Appointed on April 01, 2018	None
<b>Mr. Satyendra Paroothi</b>  <b>Qualification:</b> B.Sc., B.Tech. (Chemical), MBA (Quality Management)  <b>Occupation:</b> Service	Executive Director	Appointed on May 27, 2022	None

<p><b>Age:</b> 60 Years</p> <p><b>DIN:</b> 05119188</p>			
<p><b>Mrs. Neena Jain</b></p> <p><b>Qualification:</b> Fellow Chartered Accountant (FCA)</p> <p><b>Occupation:</b> Practicing Chartered Accountant</p> <p><b>Age:</b> 59 Years</p> <p><b>DIN:</b> 01062103</p>	<p>Non-Executive - Independent Director</p>	<p>Appointed on October 01, 2014</p>	<p>1. Best Bargain Finance Private Limited</p>
<p><b>Mrs. Manisha Chamaria</b></p> <p><b>Qualification:</b> Fellow Chartered Accountant (FCA)</p> <p><b>Occupation:</b> Practicing Chartered Accountant</p> <p><b>Age:</b> 41 Years</p> <p><b>DIN:</b> 03360404</p>	<p>Non-Executive - Independent Director</p>	<p>Appointed on February 04, 2020</p>	<p>1. Precision S T India Limited</p> <p>2. Chamaria Enterprises Private Limited</p> <p>3. Young Achievers Private Limited</p> <p>4. Opulence Greens Private Limited</p> <p>5. Prowealth Enterprises Private Limited</p>
<p><b>Mr. Sanjay Gupta</b></p> <p><b>Qualification:</b> B.E.</p> <p><b>Occupation:</b> Industrialist</p> <p><b>Age:</b> 65 Years</p> <p><b>DIN:</b> 09143820</p>	<p>Non-Executive - Independent Director</p>	<p>Appointed on June 22, 2021</p>	<p>None</p>
<p><b>Mr. Arun Kumar Garg</b></p> <p><b>Qualification:</b> Fellow Chartered Accountant (FCA)</p> <p><b>Occupation:</b> Practicing Chartered Accountant</p>	<p>Non-Executive - Independent Director</p>	<p>Appointed on May 23, 2024</p>	<p>1. Elevate IT Services Private Limited</p> <p>2. Sirion Labs Private Limited</p> <p>3. Marius Risk Management Private Limited</p>

<b>Age:</b> 66 Years			4. Bharat Bhushan Finance & Commodity Brokers Limited
<b>DIN:</b> 00178582			

16.8. The details of changes in the Board of Directors during the last 3 (three) years from the date of the Public Announcement i.e. Wednesday, August 21, 2024:

<b>Name of Director</b>	<b>Appointment/Re-appointment/Resignation/Cessation</b>	<b>Effective Date</b>	<b>Reasons</b>
Mr. Sanjay Gupta	Appointment	June 22, 2021	Strength the Board
Mr. Satyendra Paroothi	Appointment	May 27, 2022	Strength the Board
Mr. Sanjeev Goel	Cessation	March 31, 2024	Completion of 2 <sup>nd</sup> term of appointment
Mr. Arun Kumar Garg	Appointment	May 23, 2024	Strength the Board

16.9. The Buyback will not result in any benefit to any directors of the Company, Promoters and Members of the Promoter Group, and persons in control of the Company except to the extent of their participation in the Buyback, as applicable, and the change in their shareholding as per the response received in the Buyback, as a result of the extinguishment of Equity Shares which will lead to a reduction in the equity share capital post Buyback.

## 17. FINANCIAL INFORMATION ABOUT THE COMPANY

17.1. The selected financial information, as extracted from the standalone audited financial statements of the Company for the last three financial years ended as on March 31, 2024, March 31, 2023, and March 31, 2022, are detailed below:

(Rs. In Lakh)

<b>Particulars</b>	<b>Audited (IND-AS)</b>		
	<b>For the year ended on March 31, 2024</b>	<b>For the year ended on March 31, 2023</b>	<b>For the year ended on March 31, 2022</b>
Revenue from Operations	15,674.94	15,516.90	11,899.27
Other Income	622.71	384.50	439.68
Other gain/(loss)	-	-	-
<b>Total Income</b>	<b>16,297.65</b>	<b>15,901.40</b>	<b>12,338.95</b>
Total Expense (excluding Interest, Depreciation & Amortisation, Tax and Exceptional Items)	12,327.66	12,072.66	9,563.03



Interest Expense	23.73	26.82	15.53
Depreciation & Amortisation	540.93	392.30	413.53
Exceptional Items	-	-	-
<b>Profit Before Tax</b>	<b>3,405.33</b>	<b>3,409.62</b>	<b>2,346.86</b>
Provision for Tax (including Deferred Tax)	791.31	778.19	452.60
<b>Profit After Tax</b>	<b>2,614.02</b>	<b>2,631.43</b>	<b>1,894.25</b>
Paid-up equity share capital	1,085.00	1,085.00	1,085.00
Reserves & Surplus (excluding revaluation reserves Capital Redemption Reserve (CRR) and miscellaneous expenditure to the extent not written off)	19,640.71	17,509.77	15,252.37
Net worth (excluding revaluation reserves Capital Redemption Reserve (CRR) and miscellaneous expenditure to the extent not written off)	20,725.71	18,594.77	16,337.37
Non-current Borrowings	-	-	-
Current Borrowings (including Current Portion of Long-Term Borrowings)	-	-	-
Total debt	-	-	-

Key financial ratios on standalone basis are as under:

Key Ratios	Audited (IND-AS)		
	For the year ended on March 31, 2024	For the year ended on March 31, 2023	For the year ended on March 31, 2022
Basic Earnings per equity share (in INR)	24.09	24.25	17.46
Diluted Earnings per equity share (in INR)	24.09	24.25	17.46

Book value per equity share (in INR)	191.02	171.38	150.57
Total Debt / Equity Ratio	-	-	-
Return on net worth (excluding revaluation reserves and miscellaneous expenditure to the extent not written off) (%)	12.61%	14.15%	11.59%
Total debt/ net worth	-	-	-

The key ratios have been computed as below:

Key Ratios	Basis
Basic Earnings per share (INR)	Net Profit attributable to equity shareholders/ Weighted average number of equity shares outstanding
Diluted Earnings per share (INR)	Net Profit attributable to equity shareholders (adjusted for dilutive impact) / Weighted average number of equity shares outstanding (adjusted for dilutive impact)
Book value per share (INR)	(Paid up equity share capital + other Equity) / Total number of Equity Shares outstanding at the end of Financial Year/ period
Total Debt-Equity Ratio	Total debt / Net worth
Return on Net Worth (excluding revaluation reserves and miscellaneous expenditure to the extent not written off) (%)	Net Profit After Tax / Net Worth (excluding revaluation reserves and miscellaneous expenditure to the extent not written off)

17.2. The Company hereby declares that it will comply with the Securities and Exchange Board of India (Substantial Acquisition of Shares and Takeovers) Regulations, 2011, as amended, if it becomes applicable, in connection with the Buyback.

17.3. The Company hereby also declares that it has complied with and will comply with Sections 68, 69 and 70 of the Companies Act and all other provisions of the Companies Act, as may be applicable to the Buyback.

## 18. STOCK MARKET DATA

18.1. The Equity Shares are currently listed and traded only on the BSE. The Equity Shares are currently traded in compulsory dematerialised mode under the trading code(s) 523586 at BSE. The ISIN of the Equity Shares is INE826B01018.

18.2. The high, low and average market prices in preceding three fiscal years and the monthly high, low and average market prices for the six months preceding the date of the Public Announcement, i.e., Wednesday, August 21, 2024, and the corresponding volumes on BSE are given below:

**BSE**

Date	High	Date of High	No. of Equity Shares traded on that date	Low (Rs.)	Date of Low	No. of Equity Shares traded on that date	Average Price (Rs.)	Total Volume of Equity Shares traded in the period (No. of Equity Shares)
<b>Preceding Three Years</b>								
<b>2023-24</b>	417.95	February 08, 2024	20,989	201.10	April 03, 2023	17,343	297.03	35,88,739
<b>2022-23</b>	219.00	September 13, 2022	33,749	145.25	June 22, 2022	1,703	185.30	13,69,605
<b>2021-22</b>	220.00	May 19, 2021	70,815	127.00	April 19, 2021	10,400	180.07	40,05,865
<b>Preceding Six Months</b>								
<b>July 2024</b>	327.00	July 08, 2024	16,060	280.30	July 23, 2024	4,468	306.61	1,79,055
<b>June 2024</b>	325.00	June 24, 2024	24,314	255.60	June 05, 2024	3,603	294.91	2,37,842
<b>May 2024</b>	289.50	May 23, 2024	4,337	261.45	13-May-24	6,335	275.26	1,35,371
<b>April 2024</b>	300.25	April 04, 2024	10,474	263.50	April 01, 2024	6,921	285.49	1,10,324
<b>March 2024</b>	308.90	March 01, 2024	9,587	255.00	March 13, 2024	19,287	281.71	2,01,177
<b>February 2024</b>	417.95	February 08, 2024	20,989	290.00	February 28, 2024	23,208	335.65	3,50,647

Source: [www.bseindia.com](http://www.bseindia.com)

18.3. The proposal for the Buyback was approved at the Board Meeting, for which the intimation was sent to the Stock Exchange on August 13, 2024. The closing market price of the Equity Shares on BSE during this period are summarized below:

Event	Date & Day	Closing Market Price at BSE (Rs.)
Notice of the Board Meeting convened to consider the proposal of the Buyback	Tuesday, August 13, 2024	301.45
1 (One) trading day post notice of the Board Meeting	Wednesday, August 14, 2024	321.45
1 (One) trading day prior to the Board Meeting	Monday, August 19, 2024	373.35
Date of the Board Meeting	Tuesday, August 20, 2024	368.15

1 (One) trading day post the Board Meeting and the Date of Public announcement	Wednesday, August 21, 2024	352.90
Date of publication of Public Announcement	Thursday, August 22, 2024	354.80
The trading day immediately following the publication of the Public Announcement	Friday, August 23, 2024	363.10

Source: [www.bseindia.com](http://www.bseindia.com)

## 19. DETAILS OF THE STATUTORY APPROVALS

- 19.1. The Buyback will be subject to such necessary approvals as may be required under the applicable laws including from SEBI, BSE, and the Buyback from Non-Resident Shareholders, erstwhile overseas corporate bodies and other applicable categories will be subject to approvals, if any, of the appropriate authorities, including of the Reserve Bank of India, if any, or under FEMA and/or such other applicable rules and regulations in force for the time being, as may be required.
- 19.2. The Board at its meeting held on Tuesday, August 20, 2024, approved the proposal for Buyback.
- 19.3. The Buyback from each Eligible Shareholder is subject to all statutory consents and approvals as may be required by such Eligible Shareholder under applicable laws and regulations. The Eligible Shareholder shall be solely responsible for obtaining all such statutory consents and approvals (including, without limitation the approvals from the Reserve Bank of India, if any) as may be required by them in order to sell their Equity Shares to the Company pursuant to the Buyback. An Eligible Shareholder would be required to provide copies of all such consents and approvals obtained by them to the Registrar to the Buyback. The Buyback of Shares from Non-Resident Shareholders, Overseas Corporate Bodies (OCBs) Foreign Portfolio Investors (FPIs), and members of foreign nationality, if any, etc., will be subject to approvals, if any, of the Appropriate Authorities, including RBI under FEMA, as applicable. It is the obligation of such Non-Resident Shareholders, to obtain such approvals and submit such approvals along with the Tender Form, so as to enable them to tender Equity Shares in the Buyback and for the Company to purchase such Equity Shares, tendered. The Company will have the right to make payment in respect of the Equity Shareholders for whom no prior approval from the RBI is required and not accept Equity Shares from the Equity Shareholders in respect of whom prior approval from the RBI is required and in the event copies of such approvals are not submitted. Non-Resident Shareholders (excluding OCBs) permitted under the automatic process prescribed under applicable FEMA Regulations, read with the consolidated Foreign Direct Investment policy issued by the Government of India, are not required to obtain approvals from RBI.
- 19.4. OCBs are required to obtain specific prior approval from RBI for tendering Equity Shares in the Buyback Offer. The Company shall not accept Equity Shares from OCB shareholders in respect of whom such RBI approval is required and copies of such approvals are not submitted.
- 19.5. By agreeing to participate in the Buyback, each Eligible Shareholders (including each non-resident Eligible Shareholders) to complete all relevant regulatory/statutory filings and compliances to be made by it under applicable law, including filing of Form FC-TRS. Further, by agreeing to

participate in the Buyback, each Eligible Shareholder hereby (a) authorises the Company to take all necessary action, solely to the extent required, and if necessary, to be undertaken by the Company, for making any regulatory/statutory filings and compliances on behalf of such Shareholder; and (b) undertakes to provide the requisite assistance to the Company for making any such regulatory/statutory filings and compliances.

- 19.6. The Company confirms that there is no other statutory or regulatory approval required by it for the Buyback as on the date of this Letter of Offer. If any statutory or regulatory approval becomes applicable subsequently, the Buyback will be subject to such statutory or regulatory approval(s) and the Company shall obtain such statutory approvals as may be required, from time to time, if any. In the event of any delay in receipt of any statutory/ regulatory approvals, changes to the proposed timetable of the Buyback, if any, shall be intimated to the Stock Exchanges.
- 19.7. The reporting requirements for non-resident shareholders under RBI, FEMA, as amended and any other rules, regulations, guidelines, for remittance of funds, shall be made by the Eligible Shareholders and/or the Shareholder Broker through which the Eligible Shareholder places the bid.
- 19.8. In case of non-receipt of the completed tender form and other documents, but receipt of Equity Shares in the accounts of the Clearing Corporation and a valid bid in the exchange bidding system, the bid by such Eligible Shareholder shall be deemed to have been accepted.
- 19.9. Pursuant to Regulation 5(i)(c) read with Schedule I (xii) of the SEBI Buyback Regulations, the Company has duly obtained the requisite lenders consents

## **20. DETAILS OF REGISTRAR TO THE BUYBACK AND COLLECTION CENTRE**

Eligible Shareholders who wish to tender their Equity Shares in the Buyback can send Tender Form along with the other requisite document(s), as mentioned in “*Procedure for Tender Offer and Settlement*” on page 63 of this Letter of Offer along with TRS generated by the stock exchange bidding system upon placing of a bid, either by registered post, speed post or courier or hand delivery to the Registrar to the Buyback, so that the same are received within 2 days of bidding by Seller Member and the same should reach not later than the Buyback Closing Date i.e. Wednesday, September 11, 2024 by IST 5:00 p.m. The envelope should be super scribed as “ITDL Buyback - 2024”. The Company has appointed Alankit Assignments Limited as the Registrar to the Buyback and in case of any query, the shareholders may contact the Registrar to the Buyback, from Monday to Friday between 10:00 am to 5:00 pm on all working days except public holidays:



### **Alankit Assignments Limited**

**Address:** 205-208, Anarkali Complex, Jhandewalan Extn, New Delhi - 110055

**Tel. No.:** 011 - 42541234 / 23541234

**Email:** [itdlbuyback@alankit.com](mailto:itdlbuyback@alankit.com)

**Investor Grievance ID:** [itdlbuyback@alankit.com](mailto:itdlbuyback@alankit.com)

**Website:** <https://buyback.alankit.com/>

**Contact Person:** Ritika Manghnani

**SEBI Registration No.:** INR000002532

**Validity:** Permanent

**CIN:** U74210DL1991PLC042569

For the Eligible Shareholders holding Equity Shares in demat form, submission of Tender Form and TRS to the Company, Manager or the Registrar is not mandatory. After the confirmation of lien marked in demat account of the Eligible Shareholders to the Clearing Corporation and a valid bid in the exchange bidding system, the Bid for Buyback shall be deemed to have been accepted for Eligible Shareholders holding the Equity Shares in demat form. Eligible Shareholders holding Equity Shares in the dematerialized form are requested to refer to paragraph 22 of this Letter of Offer.

**THE TENDER FORM, TRS AND OTHER RELEVANT DOCUMENTS SHOULD NOT BE SENT TO THE COMPANY OR TO THE MANAGER TO THE BUYBACK.**

**ELIGIBLE SHAREHOLDERS ARE ADVISED TO ENSURE THAT THE TENDER FORM, TRS AND OTHER RELEVANT DOCUMENTS ARE COMPLETE IN ALL RESPECTS OTHERWISE THE SAME ARE LIABLE TO BE REJECTED.**

## **21. PROCESS AND METHODOLOGY FOR THE BUYBACK**

21.1. The Company proposes to Buy back up to 4,58,268 (Four Lacs Fifty Eight Thousand Two Hundred Sixty Eight) Equity Shares (representing 4.22% of the total number of Equity Shares in the existing total paid-up equity capital of the Company as on March 31, 2024), from all Eligible Shareholders on a proportionate basis, through the 'tender offer' process, at a price of Rs. 450/- (Rupees Four Hundred Fifty Only) per Equity Share, payable in cash, for an aggregate maximum amount of Rs. 20,62,20,600/- (Rupees Twenty Crores Sixty Two Lacs Twenty Thousand and Six Hundred Only) excluding transaction costs viz. tax payable under Income Tax Act, 1961 and any expenses incurred or to be incurred for the Buyback viz. brokerage costs, fees, turnover charges, taxes such as buyback tax, tax deducted at source/ tax collection at source, securities transaction tax and goods and services tax (if any), stamp duty, filing fees to SEBI, stock exchange charges, advisors/legal fees, printing and dispatch expenses, if any, public announcement and letter of offer publication expenses, advertising expenses, and other incidental and related expenses and charges thereto. The Buyback is less than 10% of the total paid up equity share capital and free reserves of the Company as per the latest Standalone Audited Financial Statements of the Company as on March 31, 2024, whichever sets out a lower amount, permitted through the board approval route as per the provisions of the Companies Act and SEBI Buyback Regulations.

21.2. The Buyback is pursuant to Article 4 of the Articles of Association of the Company and Sections 68, 69, 70 and all other applicable provisions, if any, of the Companies Act and the relevant rules made thereunder including the Share Capital and Debentures Rules, the Companies (Management and Administration) Rules, 2014, SEBI Listing Regulations, to the extent applicable, and the provisions of the SEBI Buyback Regulations. The Buyback is subject to receipt of such approvals,

permissions, exemptions of the statutory, regulatory or governmental authorities, as may be required from time to time under the applicable laws including but not limited to the SEBI, the RBI and/ or the Stock Exchanges. The Buyback Size does not exceed 10% of the fully paid-up capital and free reserves based on the standalone audited financial statements of the Company as on March 31, 2024, whichever sets out a lower amount.

- 21.3. The Company expresses no opinion as to whether Eligible Shareholders should participate in the Buyback and, accordingly, Eligible Shareholders may take their own decision after consulting their own advisors, as they may deem fit, regarding their participation in the Buyback.
- 21.4. The Promoters and Members of the Promoter Group intend and may participate in the Buyback. For further details, please refer to "*Intention of the Promoters and Members of the Promoters Group to Participate in the Buyback*" on page 24 of this Letter of Offer.
- 21.5. The aggregate shareholding of the Promoter and Promoter Group as at the date of the Public Announcement i.e. Wednesday, August 21, 2024 Equity Shares which represents 69.25% of the existing equity share capital of the Company. In terms of the SEBI Buyback Regulations, under the Tender Offer route, the Promoters and Members of the Promoter Group and persons in control of the Company have an option to participate in the Buyback. In this regard, certain Promoters and Members of the Promoter Group have expressed their intention of participating in the Buyback and may tender in aggregate up to 3,17,080 Equity Shares.
- 21.6. Assuming that certain members of the Promoters & Promoter Group as referred in paragraph 6.9 of this Letter of Offer, tender upto 3,17,080 (Three Lakh Seventeen Thousand and Eighty) Equity Shares in the Buyback (in accordance with the declaration provided by them) and if:
  - i. All the public Shareholders participate upto their entitlement (full acceptance), then the aggregate shareholding of the Promoter & Promoter Group, post Buyback will remain same at 69.25% (i.e. as on Public Announcement) and the aggregate shareholding of the public in the Company shall remain same at 30.75% (i.e. as on Public Announcement) of the post Buyback equity share capital of the Company; or
  - ii. None of the public shareholders participate, then the aggregate shareholding of the Promoters & Promoter Group, post Buyback will decrease from 69.25% (i.e. as on Public Announcement) to 67.89% and the aggregate shareholding of the public in the Company shall increase from 30.75% (i.e. as on Public Announcement) to 32.11% of the post Buyback equity share capital of the Company.
- 21.7. Record Date, Ratio of Buyback and Buyback Entitlement:**
  - a) As required under the SEBI Buyback Regulations, the Company has fixed Friday, August 30, 2024 as the Record Date for the purpose of determining the entitlement and the names of the Eligible Shareholders of the Equity Shares, who are eligible to participate in the Buyback.
  - b) The Equity Shares to be bought back, as part of the Buyback is divided into two categories and the entitlement of a shareholder in each category shall be calculated accordingly:

- i. Reserved category for Small Shareholders (“**Reserved Category**”); and
  - ii. General category for all Eligible Shareholders other than Small Shareholders (“**General Category**”).
- c) ‘Small Shareholder’ has been defined under Regulation 2(i)(n) of the SEBI Buyback Regulations and in relation to the Buyback means an Eligible Shareholder who holds Equity Shares having market value of not more than Rs. 2,00,000/- (Rupees Two Lakh Only), on the basis of closing price on BSE, whichever registers the highest trading volume in respect of the Equity Shares on the Record Date. As on the Record Date, the volume of Equity Shares traded on BSE was 1,42,44,009 Equity shares, BSE being the stock exchange with highest trading volume, the closing price was Rs. 341.30/- and hence all Eligible Shareholders holding not more than 585 Equity Shares as on the Record Date are classified as ‘Small Shareholders’ for the purpose of the Buyback.
- d) Based on the above definition, there are 28,430 Small Shareholders with aggregate shareholding of 19,29,964 Equity Shares (as on the Record Date), which constitutes 17.79% of the outstanding number of Equity Shares of the Company and 421.14% of the maximum number of Equity Shares which are proposed to be bought back as part of this Buyback.
- e) In accordance with Regulation 6 of the SEBI Buyback Regulations, the reservation for the Small Shareholders (“**Reserved Category**”), will be the higher of:
- i. 15% of the number of Equity Shares which the Company proposes to Buyback (15% of 4,58,268 Equity Shares), which works out to 68,740 Equity Shares; or
  - ii. The number of Equity Shares to which the Small Shareholders are entitled as per their shareholding as on the Record Date (i.e.,  $19,29,964/1,08,50,000*4,58,268$ ), which works out to 81,515 Equity Shares.

In case the total number of Equity Shares held by the Small Shareholders on the Record Date is less than 81,515 (higher of (i) and (ii) above), the maximum number of Equity Shares reserved for Small Shareholders will be restricted to the total number of Equity Shares held by the Small Shareholders as on Record Date.

All the outstanding Equity Shares, have been taken into account for computing the Buyback Entitlement. No promoter/member of promoter group have given intention for not participating in the Buyback.

- f) Based on the above and in accordance with Regulation 6 of the SEBI Buyback Regulations, 81,515 Equity Shares will be reserved for Small Shareholders. Accordingly, General Category for all other Eligible Shareholders shall consist of 3,76,753 Equity Shares.
- g) Based on the aforementioned, the entitlement ratio of Buyback for both categories is set forth below:

Category	Indicative Entitlement ratio in the Buyback*
Reserved Category for Small Shareholders	34 Equity Shares out of every 805 Equity Shares held on the Record Date
General Category for all other Eligible Shareholders	34 Equity Shares out of every 805 Equity Shares held on the Record Date



*\*The above ratio of Buyback is approximate and provides an indicative Buyback Entitlement. Any computation of entitled Equity Shares using the above ratio may provide a slightly different number due to rounding off. The actual Buyback Entitlement for Reserved Category for Small Shareholders is 0.0422365391271547 and General Category for all other eligible Shareholders is 0.0422367129460016.*

#### **21.8. Fractional Entitlements**

- a) If the Buyback Entitlement, after applying the above-mentioned ratios to the Equity Shares held on the Record Date, is not a round number (i.e., not in the multiple of 1 (one) Equity Share), then the fractional entitlement shall be ignored for computation of the Buyback Entitlement to tender Equity Shares in the Buyback for both categories of Eligible Shareholders.
- b) On account of ignoring the fractional entitlement, those Small Shareholders who hold 23 or less Equity Shares as on the Record Date will be dispatched a Tender Form, through electronic mode, with zero entitlement. Such Small Shareholders are entitled to tender additional Equity Shares as part of the Buyback and will be given preference in the acceptance of one Equity Share, if such Small Shareholders have tendered additional Equity Shares. The Company shall make best efforts subject to SEBI Buyback Regulations in accepting Equity Shares tendered by such Eligible Shareholders to the extent possible and permissible.

#### **21.9. Basis of Acceptance of Equity Shares validly tendered in the Reserved Category:**

In accordance with this Letter of Offer, the Acceptance in the Buyback from the Reserved Category will be implemented in the following order of priority:

- a) Full Acceptance (100%) from Small Shareholders in the Reserved Category, who have validly tendered their Equity Shares to the extent of their Buyback Entitlement, or the number of Equity Shares tendered by them, whichever is less.
- b) Post-acceptance as described in paragraph 21.9(a) above, in case there are any Equity Shares left to be bought back from the Small Shareholders in the Reserved Category, the Small Shareholders who were entitled to tender zero Equity Shares (on account of fractional entitlement), and have tendered Additional Equity Shares as part of the Buyback, they shall be given preference and one Equity Share each from the Additional Equity Shares applied by such Small Shareholders would be bought back in the Reserved Category.
- c) Post-acceptance as described in paragraphs 21.9(a) and 21.9(b) above, in case there are any validly tendered unaccepted Equity Shares in the Reserved Category (“**Reserved Category Additional Equity Shares**”) and Equity Shares left to be bought back in the Reserved Category, the Reserved Category Additional Equity Shares shall be accepted in a proportionate manner and the acceptances shall be made in accordance with the SEBI Buyback Regulations (i.e., valid Acceptance per Small Shareholder shall be equal to the Reserved Category Additional Equity Shares validly tendered by them divided by the total Reserved Category Additional Equity Shares and multiplied by the total pending number of Equity Shares to be accepted in Reserved Category). For the purpose of this calculation, the Reserved

Category Additional Equity Shares taken into account for the Small Shareholders, from whom one Equity Share has been Accepted in accordance with paragraph 21.9(b) above, shall be reduced by one.

- d) The procedure of adjustment for fractional results in case of proportionate Acceptance, as described in paragraph 21.9(c) above, is set forth below:
- i. For any Small Shareholder, if the number of Additional Equity Shares to be Accepted, calculated on a proportionate basis is not in the multiple of 1 (one) and the fractional Acceptance is greater than or equal to 0.50, then the fraction would be rounded off to the next higher integer.
  - ii. For any Small Shareholder, if the number of Additional Equity Shares to be Accepted, calculated on a proportionate basis is not in the multiple of 1 (one) and the fractional Acceptance is less than 0.50, then the fraction shall be ignored.

In case of any practical issues, resulting out of rounding-off of Equity Shares or otherwise, Buyback Committee or any person(s) authorized by the Buyback Committee will have the authority to decide such final allocation with respect to such rounding-off or any excess of Equity Shares or any shortage of Equity Shares after allocation of Equity Shares as set out in the process described in paragraph 21 of this Letter of Offer.

**21.10. Basis of Acceptance of Equity Shares validly tendered in the General Category:**

In accordance with this Letter of Offer, the Acceptance in the Buyback from the General Category will be implemented in the following order of priority:

- a) Full Acceptance (100%) in the General Category from the Eligible Shareholders who have validly tendered their Equity Shares, to the extent of their Buyback Entitlement, or the number of Equity Shares tendered by them, whichever is less.
- b) Post-acceptance as described in paragraph 21.10 above, in case there are any validly tendered unaccepted Equity Shares in the General Category (“**General Category Additional Shares**”) and Equity Shares left to be bought back in the General Category, the General Category Additional Equity Shares shall be accepted in the proportionate manner and the acceptances shall be made in accordance with the SEBI Buyback Regulations (i.e., valid Acceptance per Eligible Shareholder shall be equal to the General Category Additional Equity Shares validly tendered by them divided by the total General Category Additional Equity Shares and multiplied by the total pending number of Equity Shares to be Accepted in General Category).
- c) Adjustment for fractional results in case of proportionate Acceptance as described in paragraph 21.10 above:
  - i. For any Eligible Shareholder, if the number of Additional Equity Shares to be accepted, calculated on a proportionate basis is not in the multiple of 1 (one) and the fractional

Acceptance is greater than or equal to 0.50, then the fraction would be rounded off to the next higher integer.

- ii. For any Eligible Shareholder if the number of Additional Equity Shares to be accepted, calculated on a proportionate basis is not in the multiple of 1 (one) and the fractional Acceptance is less than 0.50, then the fraction shall be ignored.

In case of any practical issues, resulting out of rounding-off of Equity Shares or otherwise, Buyback Committee or any person(s) authorized by the Buyback Committee will have the authority to decide such final allocation with respect to such rounding-off or any excess of Equity Shares or any shortage of Equity Shares after allocation of Equity Shares as set out in the process described in paragraph 21 of this Letter of Offer.

#### **21.11. Basis of Acceptance of Equity Shares between Categories:**

- a) In case there are any Equity Shares left to be bought back in one category (“**Partially Filled Category**”) after Acceptance in accordance with the above described methodology for both the categories, and there are additional unaccepted validly tendered Equity Shares in the second category, then the Additional Equity Shares in the second category shall be Accepted proportionately (i.e., valid Acceptances per Eligible Shareholder shall be equal to the additional outstanding Equity Shares validly tendered by a Eligible Shareholder in the second category divided by the total additional outstanding Equity Shares validly tendered in the second category and multiplied by the total pending number of Equity Shares to be bought back in the Partially Filled Category).
- b) If the Partially Filled Category is the General Category, and the second category is the Reserved Category for Small Shareholders, then for the purpose of this calculation, the Additional Equity Shares tendered by such Small Shareholders, from whom one Equity Share has been Accepted in accordance with “*Basis of Acceptance of Equity Shares validly tendered in the Reserved Category*” will be reduced by one Equity Share and shall be eligible for priority Acceptance of one Equity Share before Acceptance in paragraph 21.9 out of the Equity Shares left to be bought back in the Partially Filled Category, provided no Acceptance could take place from such shareholder in accordance with paragraph 21.9.
- c) A Small Shareholder who has received a Tender Form with zero Buyback Entitlement and who has tendered Additional Shares shall be eligible for priority Acceptance of one Equity Share before Acceptance, as mentioned above, out of the Equity Shares left to be bought back in the General Category, provided no Acceptance could take place from such Small Shareholder in accordance with the section entitled “*Basis of Acceptance of Equity Shares validly tendered in the Reserved Category*”.
- d) Adjustment for fraction results in case of proportionate Acceptance, as described in paragraph 21.8 above:
  - i. For any Eligible Shareholder, if the number of Additional Equity Shares to be Accepted, calculated on a proportionate basis is not in the multiple of 1 (one) and the fractional Acceptance is greater than or equal to 0.50, then the fraction would be rounded off to the next higher integer.

- ii. For any Eligible Shareholder, if the number of Additional Equity Shares to be Accepted, calculated on a proportionate basis is not in the multiple of 1 (one) and the fractional Acceptance is less than 0.50, then the fraction shall be ignored.
- iii. In case of any practical issues, resulting out of rounding-off of Shares or otherwise, the Board or any person(s) authorized by the Board will have the authority to decide such final allocation with respect to such rounding-off or any excess of Equity Shares or any shortage of Equity Shares after allocation of Equity Shares as set out in the process described in paragraph 21 *“Process and Methodology for the Buy-back”*.

**21.12. For avoidance of doubt, it is clarified that:**

- a) the Equity Shares Accepted under the Buyback from each Eligible Shareholder, in accordance with paragraphs above, shall not exceed the number of Equity Shares tendered by the respective Eligible Shareholder;
- b) the Equity Shares Accepted under the Buyback from each Eligible Shareholder, in accordance with paragraphs above, shall not exceed the number of Equity Shares held by respective Eligible Shareholder as on the Record Date;
- c) the Equity Shares tendered by any Eligible Shareholder over and above the number of Equity Shares held by such Eligible Shareholder as on the Record Date shall not be considered for the purpose of Acceptance in accordance with the paragraphs above; and
- d) In case of any practical issues, resulting out of rounding-off of Equity Shares or otherwise, the Buyback Committee or any person(s) authorized by the Buyback Committee will have the authority to decide such final allocation with respect to such rounding-off or any excess of Equity Shares or any shortage of Equity Shares after allocation of Equity Shares as set out in the process described in paragraph 21 of this Letter of Offer.

**21.13. Clubbing of Entitlements**

In accordance with Regulation 9(ix) of the SEBI Buyback Regulations, in order to ensure that the same Eligible Shareholders with multiple demat accounts/ folios do not receive a higher entitlement under the Small Shareholder category, the Company proposes to club together the Equity Shares held by such Eligible Shareholders with a common PAN for determining the category (Small Shareholder or General) and entitlement under the Buyback. In case of joint shareholding, the Company will club together the Equity Shares held in cases where the sequence of the PANs of the joint shareholders is identical and where the PANs of all joint shareholders are not available, the Company will check the sequence of the names of the joint holders and club together the Equity Shares held in such cases where the name of joint shareholders are identical. In case of Eligible Shareholders holding Physical Shares, where the sequence of PANs is identical and where the PANs of all joint shareholders are not available, the Registrar to the Buyback will check the sequence of the names of the joint holders and club together the Equity Shares held in such cases where the sequence of the PANs and name of joint shareholders are identical. The shareholding of institutional investors like mutual funds, pension funds/trusts and insurance companies etc., with common PAN will not be clubbed together for determining the category and will be considered separately, where these Equity Shares are held for different schemes and have a different demat account nomenclature based on information prepared by the Registrar to the Buyback as per the

shareholder records received from the Depositories. Further, the Equity Shares held under the category of “clearing members” or “corporate body margin account” or “corporate body –broker” as per the beneficial position data as on the Record Date, with common PAN, are not proposed to be clubbed together for determining their entitlement and will be considered separately, where these Equity Shares are assumed to be held on behalf of clients.

## **22. PROCEDURE FOR TENDER OFFER AND SETTLEMENT**

### **A. GENERAL**

- 22.1. The Buyback is open to all eligible shareholders/ beneficial owners of the Company, i.e., the shareholders who on the Record Date were holding Physical Shares and the eligible shareholders/beneficial owners who on the Record Date were holding Demat Shares. The Company proposes to implement the Buyback through the Tender Offer route through Stock Exchange mechanism, on a proportionate basis. As required under the SEBI Buy Back Regulations, the dispatch of the Letter of Offer and Tender Form, outlining the terms of the Buyback and additional detailed disclosures as specified in the SEBI Buyback Regulations shall be through electronic mode in accordance with the provisions of the Act, within two (2) working days from the Record Date. Eligible Shareholders who have registered their email ids with the Depositories/the Company, shall be dispatched the Letter of Offer through electronic means. If Eligible Shareholders wish to obtain a physical copy of the Letter of Offer, they may send a request to the Company or Registrar at the address or email id mentioned at the cover page of this Letter of Offer. In case of non-receipt of the Letter of Offer and the Tender Form, please follow the procedure mentioned in paragraph 22.22 of this Letter of Offer.
- 22.2. The Company will not accept any Equity Shares offered in the Buyback which are under any restraint order of a Court/ any other competent authority for transfer/ disposal/ sale or where loss of share certificates has been notified to the Company or where the title to the Equity Shares is under dispute or is otherwise not clear and the duplicate share certificates have not been issued either due to such request being under process as per the provisions of law or where any other restraint subsists or otherwise.
- 22.3. The Company shall comply with Regulation 24(v) of the SEBI Buyback Regulations which restricts the Company from buying back locked-in Equity Shares and non-transferable Equity Shares till the pendency of the lock-in or till the time the Equity Shares become transferable. The Company shall accept all the Equity Shares validly tendered in the Buyback by Eligible Shareholders, on the basis of their Buyback Entitlement as on the Record Date.
- 22.4. The Eligible Shareholders’ participation in the Buyback will be voluntary. The Eligible Shareholders may choose to participate, in full or in part, and receive cash in lieu of the Equity Shares to be accepted under the Buyback or they may choose not to participate and enjoy a resultant increase in their percentage shareholding, post-Buyback, without additional investment. The Eligible Shareholders may also tender a part of their Buyback Entitlement. The Eligible Shareholders also have the option of tendering Additional Equity Shares (over and above their Buyback Entitlement) and participate in the shortfall created due to non-participation of some other Eligible Shareholders, if any. Acceptance of any Equity Shares tendered in excess of the Buyback Entitlement by the Eligible Shareholder, shall be in terms of procedure outlined in this Letter of Offer. In case any Eligible Shareholder or any person claiming to be an Eligible Shareholder cannot

- participate in the Buyback Offer for any reason, the Company, the Manager and Registrar to the Buyback and their officers shall not be liable in any manner for such non-participation.
- 22.5. The Company will accept Equity Shares validly tendered for the Buyback by the Eligible Shareholders, on the basis of their Buyback Entitlement as on the Record Date and also Additional Equity Shares, if any tendered by Eligible Shareholders will be accepted as per paragraph 22 of this Letter of Offer.
- 22.6. Eligible Shareholders will have to tender their Demat Shares from the same demat account in which they were holding such Demat Shares (as on the Record Date). In case of multiple demat accounts, Eligible Shareholders are required to tender the applications separately from each demat account. In case of any changes in the demat account in which the Demat Shares were held (as on Record Date), such Eligible Shareholders should provide sufficient proof of the same to the Registrar to the Buyback, and such tendered Demat Shares may be Accepted subject to appropriate verification and validation by the Registrar to the Buyback. The Board or the Buyback Committee authorised by the Board will have the authority to decide such final allocation in case of non-receipt of sufficient proof by such Eligible Shareholder.
- 22.7. The Equity Shares proposed to be bought back in the Buyback is divided into two categories and the entitlement of an Eligible Shareholder in each category shall be calculated accordingly:
- i. Reserved Category for Small Shareholders; and
  - ii. the General Category for all other Eligible Shareholders.
- 22.8. After Accepting the Equity Shares tendered on the basis of the Buyback Entitlement, Equity Shares left to be bought as a part of the Buyback, if any, in one category shall first be accepted, in proportion to the Equity Shares tendered, over and above their Buyback Entitlement, by Eligible Shareholders in that category, and thereafter, from Eligible Shareholders who have tendered over and above their Buyback Entitlement, in the other category.
- 22.9. The maximum tender under the Buyback by any Eligible Shareholder cannot exceed the number of Equity Shares held by the Eligible Shareholder as on the Record Date. In case the Eligible Shareholder holds Equity Shares through multiple demat accounts, the tender through a demat account cannot exceed the number of Equity Shares held in that demat account.
- 22.10. For implementation of the Buyback, the Company has appointed SMC Global Securities Limited as the registered broker to the Company (“**Company’s Broker**”) to facilitate the process of tendering of Equity Shares through the Stock Exchange Mechanism for the Buyback and through whom the purchases and settlements on account of the Buyback would be made by the Company. The contact details of the Company’s Broker are as follows:
- Name:** SMC Global Securities Limited  
**Address:** 11/6B, Shanti Chambers, Pusa Road, New Delhi-100-005  
**Tel. No.:** 011-30111000  
**Contact Person:** Mr. Nishant Agarwal  
**Email:** [smc.care@smcindiaonline.com](mailto:smc.care@smcindiaonline.com)  
**SEBI Registration No.:** INZ000199438  
**Website:** [www.smctradeonline.com](http://www.smctradeonline.com)  
**Corporate Identification Number:** L74899DL1994PLC063609  
**Validity Period:** Permanent

- 22.11. The Buyback will be implemented using the “Mechanism for acquisition of shares through Stock Exchange” issued by SEBI circular no. CIR/CFD/POLICYCELL/1/2015 dated April 13, 2015, read with SEBI vide circular no. CFD/DCR2/CIR/P/2016/131 dated December 9, 2016, SEBI circular no. SEBI/HO/CFD/DCR/III/ CIR/P/2021/615 dated August 13, 2021, SEBI circular no. SEBI/HO/CFD/PoD-2/P/CIR/2023/35 dated March 8, 2023, including any amendment or statutory modification and in accordance with the procedure prescribed in the Companies Act, the SEBI Buyback Regulations, circulars or notices issued by the Stock Exchanges, and as may be determined by the Board of Directors, or the Buyback Committee, on such terms and conditions as may be permitted by law from time to time.
- 22.12. The Company shall request BSE Limited being the designated stock exchange (“**Designated Stock Exchange**”) to provide a separate window (the “**Acquisition Window**”) to facilitate placing of sell orders by the Eligible Shareholders who wish to tender their Equity Shares in the Buyback. The details of the Acquisition Window will be as specified by BSE from time to time. During the Tendering Period all Eligible Shareholders may place orders in the Acquisition Window, through their respective stock brokers (“**Seller Broker**”) during normal trading hours of the secondary market.
- 22.13. In the event the Seller Broker of any Eligible Shareholder is not registered with BSE as a trading member/ stockbroker/, then that Eligible Shareholder can approach any BSE registered stock broker and can register himself by using web based unique client code application (“**UCI online**”) facility through that BSE registered stock broker (after submitting all details as may be required by such BSE registered stock broker in compliance with applicable law). In case the Eligible Shareholders are unable to register himself by using UCI online facility through any other BSE registered stock broker, then that Eligible Shareholder may approach the Company’s Broker i.e., BSE to place their bids subject to completion of KYC requirements by the Company’s Broker.
- 22.14. The Eligible Shareholder approaching the Designated Stock Exchange registered stock broker (with whom he does not have an account) may have to submit the requisite documents as may be required. The requirement of documents and procedures may vary from broker to broker.

#### **In case of Eligible Shareholder being an individual**

##### **If Eligible Shareholder is registered with KYC Registration Agency (“KRA”): Forms required:**

- Central Know Your Client (CKYC) form including FATCA, IPV, OSV if applicable
- Know Your Client (KYC) form Documents required (all documents self-attested)
- Bank details (cancelled cheque)
- Demat details only if Equity Shares are in demat mode (Demat Master /Latest Demat statement)

##### **If Eligible Shareholder is not registered with KRA: Forms required:**

- CKYC form including FATCA, IPV, OSV if applicable
- KRA form
- KYC form Documents required (all documents self-attested):
- PAN card copy
- Address proof
- Bank details (cancelled cheque)

- Demat details only if Equity Shares are in demat mode (Demat master /Latest Demat statement)

It may be noted that other than submission of above forms and documents in person verification may be required.

**In case of Eligible Shareholder is HUF:**

If Eligible Seller is registered with KYC Registration Agency (“KRA”): Forms required:

- Central Know Your Client (CKYC) form of KARTA including FATCA, IPV, OSV if applicable
- Know Your Client (KYC) form Documents required (all documents self-attested):
- Bank details (cancelled cheque)
- Demat details only if Equity Shares are in demat mode (Demat Master /Latest Demat statement)

If Eligible Shareholder is not registered with KRA: Forms required:

- CKYC form of KARTA including FATCA, IPV, OSV if applicable
- KRA form
- Know Your Client (KYC) form Documents required (all documents self-attested)
- PAN card copies of HUF & KARTA
- Address proof of HUF & KARTA
- HUF declaration
- Bank details (cancelled cheque)
- Demat details only if Equity Shares are in demat mode (Demat master /Latest Demat statement)

It may be noted that other than submission of above forms and documents in person verification may be required.

**In case of Eligible Shareholder other than Individual and HUF:**

If Eligible Shareholder is KRA registered: Form required

- Know Your Client (KYC) form Documents required (all documents certified true copy)
- Bank details (cancelled cheque)
- Demat details only if Equity Shares are in demat mode (Demat master /Latest Demat statement)
- FATCA, IPV, OSV if applicable
- Latest list of Directors/authorised signatories/partners/trustees
- Latest shareholding pattern
- Board resolution
- Details of ultimate beneficial owner along with PAN card and address proof
- Last 2 years financial statements

If Eligible Shareholder is not KRA registered: Forms required:

- KRA form



- Know Your Client (KYC) form Documents required (all documents certified true copy):
- PAN card copy of company/ firm/trust
- Address proof of company/ firm/trust
- Bank details (cancelled cheque)
- Demat details only if Equity Shares are in demat mode (Demat Master /Latest Demat statement)
- FATCA, IPV, OSV if applicable
- Latest list of Directors/authorised signatories /partners/trustees
- PAN card copies & address proof of Directors/authorised signatories/partners/trustees
- Latest shareholding pattern
- Board resolution/partnership declaration
- Details of ultimate beneficial owner along with PAN card and address proof
- Last 2 years financial statements
- MoA/Partnership deed /trust deed

It may be noted that above mentioned list of documents is an indicative list. The requirement of documents and procedures may vary from broker to broker.

- 22.15. During the Tendering Period, the order for selling the Equity Shares will be placed in the Acquisition Window by the Eligible Shareholders through their respective Seller Broker during normal trading hours of the secondary market. The Seller Broker can enter orders for Demat Shares as well as Physical Shares.  
In the tendering process, the Company's Broker may also process the orders received from the Eligible Shareholders.
- 22.16. The Buyback from the Eligible Shareholders who are residents outside India including foreign corporate bodies (including erstwhile overseas corporate bodies), foreign portfolio investors, non-resident Indians, members of foreign nationality, if any, shall be subject to the Foreign Exchange Management Act, 1999 and rules and regulations framed thereunder, if any, Income Tax Act, 1961 and rules and regulations framed thereunder, as applicable, and also subject to the receipt/provision by such Eligible Shareholders of such approvals, if and to the extent necessary or required from concerned authorities including, but not limited to, approvals from the Reserve Bank of India under the Foreign Exchange Management Act, 1999 and rules and regulations framed thereunder, if any.
- 22.17. The reporting requirements for Non-Resident Shareholders under RBI, Foreign Exchange Management Act, 1999, as amended and any other rules, regulations, guidelines, for remittance of funds, shall be made by the Eligible Shareholders and/ or the Seller Broker through which the Eligible Shareholder places the bid.
- 22.18. Multiple bids made by single Eligible Shareholder for selling the Equity Shares shall be clubbed and considered as 'one' bid for the purposes of Acceptance.
- 22.19. All documents sent by the Eligible Shareholders will be at their own risk. Eligible Shareholders are advised to safeguard adequately their interests in this regard.

22.20. Modification/ cancellation of orders and multiple bids from a single Eligible Shareholder will be allowed during the Tendering Period of the Buyback.

22.21. The cumulative quantity tendered shall be made available on the website of BSE i.e., [www.bseindia.com](http://www.bseindia.com) throughout the trading session and will be updated at specific intervals during the Tendering Period.

**THE NON-RECEIPT OF THE LETTER OF OFFER BY, OR ACCIDENTAL OMISSION TO DISPATCH THROUGH ELECTRONIC MEANS OR ON REQUEST THROUGH PHYSICAL FORM THE LETTER OF OFFER TO ANY PERSON WHO IS ELIGIBLE TO RECEIVE THE LETTER OF OFFER, SHALL NOT INVALIDATE THE BUYBACK IN ANY MANNER. PLEASE NOTE THAT THE COMPANY SHALL ACCEPT EQUITY SHARES VALIDLY TENDERED FOR THE BUYBACK OFFER ON THE BASIS OF THEIR HOLDING AND ENTITLEMENT AS APPEARING IN THE RECORDS OF THE COMPANY AS ON THE RECORD DATE.**

22.22. In case of non-receipt of the Letter of Offer and the Tender Form:

**22.22.1. In case the Eligible Shareholders holds Demat Shares:**

If Eligible Shareholder(s) who have been sent the Letter of Offer through electronic means wish to obtain a physical copy of the Letter of Offer, they may send a request in writing to the Company or Registrar at the address or e-mail id mentioned at the cover page of the Letter of Offer stating name, address, number of Equity Shares held on Record Date, client ID number, DP name/ID, beneficiary account number, and upon receipt of such request, a physical copy of the Letter of Offer shall be provided to such Eligible Shareholder. An Eligible Shareholder may participate in the Buyback by downloading the Tender Form from the website of the Company (i.e. [www.indiantoners.com](http://www.indiantoners.com)), the Registrar to the Buyback (i.e. <https://buyback.alankit.com/>), BSE ([www.bseindia.com](http://www.bseindia.com)) or the Manager to the Buyback (i.e. [www.corporateprofessionals.com](http://www.corporateprofessionals.com)) or by providing their application in writing on plain paper, signed by Eligible Shareholder or all Eligible Shareholders (in case Equity Shares are in joint name), stating name and address of Eligible Shareholders, number of Equity Shares held as on the Record Date, Client ID number, DP Name/ ID, beneficiary account number and number of Equity Shares tendered for the Buyback. For further process, please refer to paragraph 22.24 titled “*Procedure to be followed by Eligible Shareholders holding Demat Shares*” on page 59 of this Letter of Offer.

**22.22.2. In case the Eligible Shareholders holds Physical Shares:**

An Eligible Shareholder may participate in the Buyback by downloading the Tender Form from the website of the Company (i.e. [www.indiantoners.com](http://www.indiantoners.com)), the Registrar to the Buyback (i.e. <https://buyback.alankit.com/>), BSE ([www.bseindia.com](http://www.bseindia.com)) or the Manager to the Buyback (i.e. [www.corporateprofessionals.com](http://www.corporateprofessionals.com)) or by providing their application in writing on plain paper signed by Eligible Shareholder or all Eligible Shareholders (in case Equity Shares are in joint name) stating name, address, folio number, number of Equity Shares held, share certificate number, number of Equity Shares tendered for the Buyback and the distinctive numbers thereof, bank account details together with the original share certificate(s), copy of Eligible Shareholders PAN card(s) and executed share transfer Form (Form SH-4) in favour of the Company. The transfer Form (SH- 4) can be downloaded from the Company’s

website (i.e. [www.indiantoners.com](http://www.indiantoners.com)), the Registrar to the Buyback (i.e. <https://buyback.alankit.com/>), BSE ([www.bseindia.com](http://www.bseindia.com)) or the Manager to the Buyback (i.e. [www.corporateprofessionals.com](http://www.corporateprofessionals.com)). Eligible Shareholders must ensure that the Tender Form, along with the TRS and requisite documents, reach the Registrar to the Buyback within 2 (two) days of bidding by such Seller Broker and same should reach on or before Buyback Closing Date i.e. Wednesday, September 11, 2024, by 5:00 p.m. If the signature(s) of the Eligible Shareholders provided in the plain paper application differs from the specimen signature(s) recorded with the Registrar to the Buyback/Company or are not in the same order (although attested), the Company/Registrar to the Buyback shall have a right to reject such applications. For further process, please refer to paragraph 22.25 titled “*Procedure to be followed by Eligible Shareholders holding Physical Shares*” on page 60 of this Letter of Offer.

**The Company shall accept Equity Shares validly tendered by the Eligible Shareholder(s) in the Buyback based on their shareholding as on the Record Date and the Buyback Entitlement.**

**Eligible Shareholder(s) who intend to participate in the Buyback using the ‘plain paper’ option as mentioned in this paragraph are advised to confirm their entitlement from the Registrar to the Buyback, before participating in the Buyback.**

**Please note that Eligible Shareholder(s) who intend to participate in the Buyback will be required to approach their respective Seller Broker (along with the complete set of documents for verification procedures) and have to ensure that their bid is entered by their respective Seller Broker or broker in the electronic platform to be made available by the Stock Exchanges before the Buyback Closing Date, otherwise the same are liable to be rejected.**

22.23. The participation of the Eligible Shareholders in the Buyback and Acceptance of the offer for Buyback made by the Company is entirely at the discretion of the Eligible Shareholders. The Company does not accept any responsibility for the decision of the Eligible Shareholder to either participate or to not participate in the Buyback. The Company will not be responsible in any manner for any loss of documents during transit. All documents sent by Eligible Shareholders will be at their own risk. Eligible Shareholders are advised to adequately safeguard their interests in this regard.

22.23.1. Eligible Shareholders who have tendered their Shares in the Buyback shall also provide all relevant documents, which are necessary to ensure transferability of the Shares in respect of the Tender Form to be sent. Such documents may include (but not be limited to):

22.23.1.1. Duly attested power of attorney, if any person other than the Eligible Shareholder has signed the Tender Form;

22.23.1.2. Duly attested death certificate and succession certificate/ legal heirship certificate, in case any Eligible Shareholder is deceased, or court approved scheme of merger/ amalgamation for a company; and

22.23.1.3. In case of companies, the necessary certified corporate authorisations (including board and/ or general meeting resolutions).

## **22.24. Procedure to be followed by Eligible Shareholders holding Demat Shares:**

- 22.24.1. Eligible Shareholders holding Demat Shares who desire to tender their Demat Shares under the Buyback would have to do so through their respective Seller Broker by indicating to the concerned Seller Broker, the details of Equity Shares they intend to tender under the Buyback.
- 22.24.2. The Seller Broker would be required to place an order/ bid on behalf of the Eligible Shareholder who wish to tender Demat Shares in the Buyback using the Acquisition Window of the BSE. For further details, Eligible Shareholders may refer to the circulars issued by BSE /Clearing Corporation.
- 22.24.3. The details of the settlement number under which the lien will be marked on the Equity Shares tendered for the Buyback will be provided in a separate circular to be issued by the Clearing Corporation.
- 22.24.4. The lien shall be marked by the Seller Member in the demat account of the Eligible Shareholders for the shares tendered in Tender Offer. Details of shares marked as lien in the demat account of the shareholder shall be provided by the Depositories to Clearing Corporation. In case, the Shareholders demat account is held with one Depository and Clearing Member pool and Clearing Corporation Account is held with other depository (“**Inter Depository**”), shares shall be blocked in the shareholders demat account at source depository during the Tendering Period. Inter Depository Tender Offer (“**IDT**”) instructions shall be initiated by the shareholders at source depository to Clearing Member/Clearing Corporation account at target Depository. Source Depository shall block the shareholder’s securities (i.e., transfers from free balance to blocked balance) and send IDT message to target Depository for confirming creation of lien. Details of shares blocked in the shareholders demat account shall be provided by the target Depository to the Clearing Corporation.
- 22.24.5. For orders placed with respect to dematerialized Equity Shares, by clearing members entities who have been allocated a custodian participant code by the Clearing Corporation (“**Custodian Participant**”), early pay-in is mandatory prior to confirmation of order/bid by custodians. The custodian shall either confirm or reject the orders not later than the closing of trading hours on the last day of the Tendering Period. Thereafter, all unconfirmed orders shall be deemed to be rejected. For all confirmed custodian participant orders, any order modification by the concerned Selling Member shall revoke the custodian confirmation and the revised order shall be sent to the custodian again for confirmation.
- 22.24.6. Upon placing the bid, the Seller Broker shall provide a TRS generated by the stock exchange bidding system to the Eligible Shareholder on whose behalf the order/ bid has been placed. TRS will contain details of order submitted like bid ID number, application number, DP ID, client ID, number of Equity Shares tendered etc. In case of non-receipt of the completed Tender Form and other documents, but lien marked on Equity Shares and a valid bid in the exchange bidding system, the bid by such Eligible Shareholder shall be deemed to have been accepted.
- 22.24.7. **In case of Demat Shares, submission of Tender Form and TRS is not required. After the receipt of the Demat Shares by the Clearing Corporation and a valid bid**

**in the exchange bidding system, the Buyback shall be deemed to have been accepted for Eligible Shareholders holding Demat Shares.**

- 22.24.8. Eligible Shareholders who have tendered their Demat Shares in the Buyback may deliver the Tender Form duly signed (by all Eligible Shareholders in case Demat Shares are in joint names) in the same order in which they hold the Equity Shares, along with TRS generated by the stock exchange bidding system upon placing of a bid, either by registered post, speed post or courier or hand delivery to the Registrar to the Buyback at the address mentioned on the cover page of this Letter of Offer, within 2 (two) days of bidding by such Seller Broker and same should reach on or before the Buyback Closing Date i.e. Wednesday, September 11, 2024 (by 5:00 p.m.). The envelope should be super scribed as **“Indian Toners & Developers Limited Buyback 2024”**. In the event of non-receipt of the completed Tender Form and other documents, but receipt of Equity Shares in the special account of the Clearing Corporation and a valid bid in the stock exchange bidding system, the Buyback shall be deemed to have been Accepted for such shareholders holding Demat Shares.
- 22.24.9. The Eligible Shareholders who have tendered their Demat Shares in the Buyback will have to ensure that they keep the DP Account active and unblocked to receive credit in case of return of Equity Shares due to rejection or partial Acceptance. Further, Eligible Shareholders will have to ensure that they keep the bank account attached with the DP account active and updated to receive credit remittance due to Acceptance of Buyback of Equity Shares by the Company.
- 22.24.10. Excess Demat Shares or unaccepted Demat Shares, if any, tendered by the Eligible Shareholders would be returned/unblocked to them by Clearing Corporation. If the securities transfer instruction is rejected in the depository system, due to any issue then such securities will be transferred to the Seller Broker’s depository pool account for onward transfer to the Eligible Shareholder. In case of custodian participant orders, Demat Shares or unaccepted Demat Shares, if any, will be returned to the respective custodian depository pool account.

**22.25. Procedure to be followed by Eligible Shareholders holding Physical Shares.**

In accordance with SEBI Circular No. SEBI/HO/CFD/CMD1/CIR/P/2020/144 dated July 31, 2020, Eligible Shareholders holding Equity Shares in physical form can participate in the Buyback. The procedure is as below.

- 22.25.1. Eligible Shareholders who are holding Physical Shares and intend to participate in the Buyback will be required to approach their respective Seller Broker along with the complete set of documents for verification procedures to be carried out before placement of the bid. Such documents will include (i) the Tender Form duly signed by all Eligible Shareholders (in case Physical Shares are in joint names, in the same order in which they hold the shares), (ii) original share certificate(s), (iii) valid share transfer form(s)/Form SH-4 duly filled and signed by the transferors (i.e., by all registered shareholders in the same order and as per the specimen signatures registered with the Company) and duly witnessed at the appropriate place authorizing the transfer in favour

of the Company, (iv) self-attested copy of PAN card(s) of all Eligible Shareholders, (v) any other relevant documents such as, but not limited to, power of attorney, corporate authorization (including board resolution/specimen signature), notarized copy of death certificate and succession certificate or probated will, if the original shareholder is deceased, etc., as applicable. In addition, if the address of the Eligible Shareholder has undergone a change from the address registered in the register of members of the Company, the Eligible Shareholder would be required to submit a self-attested copy of address proof consisting of any one of the following documents: valid Aadhar card, voter identity card or passport.

- 22.25.2. Based on the documents as mentioned in paragraph 22.25.1 herein above, the concerned Seller Broker shall place an order/bid on behalf of the Eligible Shareholders holding Equity Shares in physical form who wish to tender Equity Shares in the Buyback, using the Acquisition Window of BSE. Upon placing the bid, the Seller Broker shall provide a TRS generated by the exchange bidding system to the Eligible Shareholder. TRS will contain the details of order submitted like folio number, certificate number, distinctive number, number of Equity Shares tendered etc.
- 22.25.3. Any Seller Broker /Eligible Shareholder who places a bid for physical Equity Shares, is required to deliver the original share certificate(s) and documents (as mentioned in paragraph 22.25.1) along with TRS generated by exchange bidding system upon placing of bid, either by registered post, speed post or courier or hand delivery to the Registrar to the Buyback i.e., (at the address mentioned at paragraph 29) on or before the Buyback Closing Date i.e. Wednesday, September 11, 2024 (by 5:00 p.m.). The envelope should be super scribed as **“Indian Toners & Developers Limited Buyback 2024”**. One copy of the TRS will be retained by Registrar to the Buyback and it will provide acknowledgement of the same to the Seller Broker in case of hand delivery.
- 22.25.4. The Eligible Shareholders holding physical Equity Shares should note that physical Equity Shares will not be accepted unless the complete set of documents are submitted. Acceptance of the physical Equity Shares for Buyback by the Company shall be subject to verification as per the SEBI Buyback Regulations and any further directions issued in this regard. The Registrar to the Buyback will verify such bids based on the documents submitted on a daily basis and till such verification, BSE shall display such bids as ‘unconfirmed physical bids’. Once Registrar to the Buyback confirms the bids, they will be treated as ‘confirmed bids’.
- 22.25.5. All documents as mentioned above, shall be enclosed with the valid Tender Form, otherwise the Equity Shares tendered will be liable for rejection. The Equity Shares shall be liable for rejection on the following grounds amongst others: (i) If there is any other company’s equity share certificate(s) enclosed with the Tender Form instead of the Equity Share certificate(s) of the Company; (ii) If the transmission of Equity Shares is not completed, and the Equity Shares are not in the name of the Eligible Shareholders; (iii) If the Eligible Shareholders tender Equity Shares but the Registrar to the Buyback does not receive the Equity Share certificate(s); (iv) In case the signature on the Tender Form and Form SH-4 does not match as per the specimen signature recorded with Company/Registrar of the Company;

- 22.25.6. In case any Eligible Shareholder has submitted Equity Shares in physical form for dematerialisation, such Eligible Shareholders should ensure that the process of getting the Equity Shares dematerialised is completed well in time so that they can participate in the Buyback before the closure of the Tendering Period of the Buyback.

**22.26. Additional requirements in respect of tenders by the Non-Resident Shareholders:**

- 22.26.1. While tendering their Equity Shares under the Buyback, all Eligible Shareholders being Non-Resident Shareholders (excluding FIIs) shall provide relevant confirmations/ declarations vide the duly filled-in and signed (by all shareholders in case the Equity Shares are held in joint names) Tender Forms (including a copy of the permission received from RBI wherever applicable). In the event relevant confirmations / declarations are not provided in the Tender Forms or there is ambiguity in the information provided, the Company reserves the right to reject such Tender Forms.
- 22.26.2. Eligible Shareholders who are FIIs/FPIs should also enclose a copy of their SEBI registration certificate.
- 22.26.3. In case the Equity Shares are held on a repatriation basis, the Non-Resident Eligible Shareholders shall obtain and enclose a letter from the Eligible Shareholder's authorized dealer/ bank confirming that at the time of acquiring the said Equity Shares, payment for the same was made by the Non-Resident shareholder from the appropriate account (e.g., NRE a/c) as specified by RBI in its approval. In case the Non-Resident shareholder is not in a position to produce the said certificate, the Equity Shares would be deemed to have been acquired on non-repatriation basis and in that case the Non-Resident Eligible Shareholder shall submit a consent letter addressed to the Company, allowing the Company to make the payment on a non-repatriation basis in respect of the valid Equity Shares Accepted in the Buyback.
- 22.26.4. Those shareholders who have not received the Letter of Offer and the Tender Form dispatched by electronic means via email or by physical form (if requested), as the case may be, can send a letter to the Registrar to the Buyback requesting for a copy of the Letter of Offer and the Tender Form physically or by an email. Alternatively, the shareholders can browse to the portal at <https://buyback.alankit.com/> and download the Letter of Offer and the Tender Form available and may also check for their entitlement by entering information like Folio No., / DP ID and Client ID, PAN, and such other credentials as may be required for validating the request at the portal.

**22.27. If any of the above stated documents, as applicable, are not enclosed along with the Tender Form, the Equity Shares tendered under the Buyback are liable to be rejected.**

**22.28. Acceptance of Orders:**

The Registrar to the Buyback shall provide details of order Acceptance to the Clearing Corporation within specified timelines.

**22.29. Method of Settlement:**

Upon finalization of the basis of Acceptance as per SEBI Buyback Regulations:

- a) The settlement of trades shall be carried out in the manner similar to settlement of trades in the secondary market and as intimated by the Clearing Corporation from time to time and in compliance with the SEBI Circulars.
- b) The Company will transfer funds pertaining to the Buyback to the Company Broker on or before the pay-in date for Settlement, who will then transfer the funds to the Clearing Corporation's bank account as per the prescribed schedule. The settlements of fund obligation for Demat Shares shall be affected as per the SEBI Circulars and as prescribed by NSE and the Clearing Corporation from time to time. For Demat Shares accepted under the Buyback, such beneficial owners will receive funds pay-out in their bank account as provided by the depository system directly to the Clearing Corporation and in case of Physical Shares, the Clearing Corporation will release the funds to the Seller Broker (s) as per secondary market pay-out mechanism. If such shareholder's bank account details are not available or if the funds transfer instruction is rejected by RBI/ bank(s), due to any reasons, then the amount payable to the concerned shareholders will be transferred to the Seller Broker for onward transfer to such shareholders.
- c) In the case of Inter Depository, Clearing Corporation will cancel the excess or unaccepted shares in target depository. Source Depository will not be able to release the lien without a release of IDT message from Target Depository. Further, release of IDT message shall be sent by target Depository either based on cancellation request received from Clearing Corporation or automatically generated after matching with Bid accepted detail as received from the Company or the Registrar to the Buyback. Post receiving the IDT message from target Depository, source Depository will cancel/release excess or unaccepted block shares in the demat account of the shareholder. Post completion of Tendering Period and receiving the requisite details viz., demat account details and accepted bid quantity, source depository shall debit the securities as per the communication/ message received from target Depository to the extent of accepted bid shares from shareholder's demat account and credit it to Clearing Corporation settlement account in target Depository on settlement date.
- d) Details in respect of shareholder's entitlement for Tender Offer process will be provided to the Clearing Corporation by the Company or Registrar to the Buyback. On receipt of the same, Clearing Corporation will cancel the excess or unaccepted blocked shares in the demat account of the shareholder. On Settlement date, all blocked shares mentioned in the accepted bid will be transferred to the Clearing Corporation.
- e) The Demat Shares bought back would be transferred directly to the Company Demat Escrow Account (as defined hereinafter) provided it is indicated by the Company's Broker or it will be transferred by the Company's Broker to the Company Demat Escrow Account on receipt of the Equity Shares from the clearing and settlement mechanism of BSE. The Equity Shares bought back in the demat form would be transferred to the special demat account of the Company ("**Demat Escrow Account**") opened for the Buyback.
- f) The Eligible Shareholders of the Demat Shares will have to ensure that they keep their DP account active and unblocked to receive credit in case of return of Demat Shares, due to rejection or due to non-acceptance in the Buyback.
- g) Excess Demat Shares or unaccepted Demat Shares, if any, tendered by the Eligible Shareholder would be returned to them by the Clearing Corporation directly to the respective Eligible



Shareholder's DP account. Any excess Physical Shares pursuant to proportionate Acceptance/rejection will be returned back to the concerned Eligible Shareholders directly by the Registrar to the Buyback.

- h) In relation to the physical Equity Shares:
- i. If physical Equity Shares tendered by Eligible Shareholders are not accepted, the share certificates would be returned to such Eligible Shareholders by registered post or by ordinary post or courier at the Eligible Shareholders' sole risk. The Company also encourages Eligible Shareholders holding physical shares to dematerialize their physical shares;
  - ii. If, however, only a portion of the physical shares held by an Eligible Shareholder is accepted in the Buyback, then the Company is authorised to split the share certificate and issue a Letter of Confirmation ("LOC") in accordance with SEBI Circular No. SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2022/8 dated January 25, 2022 with respect to the new consolidated share certificate for the unaccepted Equity Shares tendered in the Buyback. The LOC shall be dispatched to the address registered with the Registrar and Transfer Agent ("RTA"). The RTA shall retain the original share certificate and deface the certificate with a stamp "Letter of Confirmation Issued" on the face/ reverse of the certificate to the extent of the excess physical shares. The LOC shall be valid for a period of 120 days from the date of its issuance, within which the Equity Shareholder shall be required to make a request to their depository participant for dematerializing the physical Equity Shares. In case the Equity Shareholder fails to submit the demat request within the aforementioned period, the RTA shall credit the physical Equity Shares to a separate demat account of the Company opened for the said purpose.
- i) In case of certain shareholders viz., NRIs, non-residents etc. (where there are specific regulatory requirements pertaining to funds pay-out including those prescribed by the RBI) who do not opt to settle through custodians, the funds pay-out would be given to their respective Seller Broker's settlement accounts for releasing the same to such shareholder's account. For this purpose, the client type details would be collected from the Depositories, whereas funds pay-out pertaining to the bids settled through custodians will be transferred to the settlement bank account of the custodian, each in accordance with the applicable mechanism prescribed by the Stock Exchanges and the Clearing Corporation from time to time.
- j) For the Eligible Shareholders holding Equity Shares in physical form, the funds pay-out would be given to their respective Seller Member's settlement accounts for releasing the same to the respective Eligible Shareholder's account.
- k) The Seller Member would issue contract note for the Equity Shares accepted under the Buyback. The Company's Broker would also issue a contract note to the Company for the Equity Shares accepted under the Buyback.
- l) Eligible Shareholders who intend to participate in the Buyback should consult their respective Seller Broker for payment to them of any cost, applicable taxes, charges and expenses (including brokerage) that may be levied by the Seller Broker upon the Eligible Shareholders for tendering Equity Shares in the Buyback (secondary market transaction). The Buyback consideration received by the selling Shareholders from their respective Seller Member, in respect of accepted Equity Shares, could be net of such costs, charges and expenses (including brokerage) and the Company

accepts no responsibility to bear or pay such additional cost, charges and expenses (including brokerage) incurred solely by the Eligible Shareholders.

- m) The Equity Shares bought back in the demat form would be transferred to the special demat account of the Company (“**Company Demat Escrow Account**”) opened for the Buyback.
- n) Participation in the Buy-back by shareholders will trigger tax on distributed income to shareholders (hereinafter referred to as “**Buyback Tax**”) in India and such tax is to be discharged by the Company. This may trigger capital gains taxation in the hands of shareholders in their country of residence, if outside India. The transaction of Buy-back would also be chargeable to securities transaction tax in India. However, in view of the particularized nature of tax consequences, the Eligible Shareholders are advised to consult their own legal, financial and tax advisors prior to participating in the Buy-back.
- o) The Equity Shares bought will be extinguished in the manner and following the procedure prescribed in the SEBI Buyback Regulations.

#### **A. Special Account opened with the Clearing Corporation**

The details of transfer of the Demat Shares to the special account of the Clearing Corporation under which the Equity Shares are to be transferred in the account of the Clearing Corporation by trading members or custodians shall be informed in the issue opening circular that will be issued by the BSE or the Clearing Corporation.

#### **B. Rejection Criteria**

The Equity Shares tendered by Eligible Shareholders holding Demat Shares would be liable to be rejected on the following grounds:

- i. the Equity Shareholder is not an Eligible Shareholder of the Company as on the Record Date; or
- ii. in the event of non-receipt of the completed Tender Form and other documents from the Eligible Shareholders who were holding Physical Shares as on the Record Date and have placed their bid in demat form; or
- iii. if there is a name mismatch in the demat account of the Eligible Shareholder and PAN; or
- iv. where there exists any restraint order of a Court/any other competent authority for transfer/disposal/ sale or where loss of share certificates has been notified to the Company or where the title to the Equity Shares is under dispute or otherwise not clear or where any other restraint subsists.

The Equity Shares tendered by Eligible Shareholders holding Physical Shares would be liable to be rejected on the following grounds, if:

- i. the Equity Shareholder is not an Eligible Shareholder of the Company as on the Record Date; or
- ii. if there is a name mismatch in the share certificate of the Shareholder; or
- iii. The documents mentioned in the Tender Form for Eligible Shareholders holding Equity Shares in physical form are not received by the Registrar to the Buyback on or before Wednesday, September 11, 2024 (by 5:00 p.m.); or
- iv. If the share certificate of the Company is not enclosed with the Tender Form; or

- v. If there is any other company's share certificate/invalid certificate enclosed with the Tender Form instead of the share certificate of the Company; or
- vi. If the transfer/ transmission of Equity Shares is not completed, and the Equity Shares are not in the name of the Eligible Shareholders; or
- vii. If the Eligible Shareholders bid the Equity Shares but the Registrar to the Buyback does not receive the physical Equity Share certificate; or
- viii. In the event the signature in the Tender Form and Form SH-4 do not match as per the specimen signature recorded with Company or Registrar to the Buyback; or
- ix. Where there exists any restraint order of a Court/any other competent authority for transfer/disposal/ sale or where loss of share certificates has been notified to the Company or where the title to the Equity Shares is under dispute or otherwise not clear or where any other restraint subsists; or
- x. If the PAN cards (self-attested) of the Shareholder and all the joint holders, are not submitted with the form; or
- xi. If the Eligible Shareholder has made a duplicate bid.

### **Non-resident shareholders**

All non-resident Shareholders (excluding FIIs) should also enclose a copy of the permission received by them from the RBI to acquire the Equity Shares held by them in the Company. In case the Equity Shares are held on repatriation basis, the non-resident Shareholder should obtain and enclose a letter from its authorised dealer / bank confirming that at the time of acquiring such Equity Shares, payment for the same was made by the non-resident Shareholder from the appropriate account as specified by RBI in its approval. In case the non-resident Shareholder is not in a position to produce the said certificate, the shares would be deemed to have been acquired on non-repatriation basis and in that case the Shareholder shall submit a consent letter addressed to the Company, allowing the Company to make the payment on a non-repatriation basis in respect of the valid shares accepted under the Buy-back. If any of the above stated documents (as applicable) are not enclosed along with the Tender Form, the Equity Shares tendered under the Buy-back are liable to be rejected.

### **23. NOTE ON TAXATION**

**The text of the report dated August 30, 2024 of B.K. Shroff & Co., Chartered Accountants, of the Company, addressed to the Board of Directors of the Company is reproduced below:**

#### *Quote*

**To,  
The Board of Directors,  
Indian Toners & Developers Limited  
10.5 KM Mile Stone, Rampur - Bareilly Road,  
Rampur, Uttar Pradesh – 244901, India**

**Subject : Note on Taxation for the proposed buyback of Equity Shares on a proportionate basis (the “Buyback”) of Indian Toners & Developers Limited (the “Company”), from the Eligible Shareholders by way of a tender offer process through the stock exchange mechanism.**

**Dear Sir/Ma’am,**

With reference to the captioned subject, given below is a broad summarization of the applicable sections of the Income Tax Act, 1961 and relevant rules made thereunder relating to treatment of income-tax in case of buyback of listed equity shares on the stock exchange, which shall form part of the disclosure in the Letter of Offer or any other document in relation to the Buyback of the Company.

## **1. GENERAL**

The Indian tax year runs from 1 April to 31 March of subsequent year. The basis of charge of Indian income tax depends upon the residential status of the taxpayer during a tax year. A person who is a tax resident of India is liable to taxation in India on his worldwide income, subject to certain prescribed tax exemptions provided under the Income Tax Act 1961 (“**Income Tax Act**” or “**ITA**”).

A person who is treated as a non-resident for Indian tax purposes is generally liable to tax in India only on his/her India sourced income or income received by such person in India. Vide Finance Act, 2020, certain non-resident individuals are deemed to be resident in India upon triggering of certain conditions. Deemed residents would be liable to pay tax in India only on their Indian sourced income or income from business or professional controlled in India.

In case of shares of a Company, the source of income from shares would depend on the ‘situs’ of the shares. As per judicial precedents, generally, the “situs” of the shares is where company is “incorporated” and where its shares can be transferred. Accordingly, since the Company is incorporated in India, the shares of the Company would be “situated” in India and any gains arising to a non-resident on transfer of such shares should be taxable in India under the ITA subject to any specific exemption in this regard. Further, the non-resident can avail the beneficial tax treatment prescribed under the relevant Double Tax Avoidance Agreement (“**DTAA**”) as modified by the Multilateral Instrument (“**MLI**”), if the same is applicable to the relevant DTAA between India and the respective country of which the said shareholder is tax resident. The above benefit may be available subject to satisfaction of the relevant conditions prescribed under ITA including but not limited to availability of Tax Residency Certificate, non-applicability of General Anti-Avoidance Rule (“**GAAR**”) and providing and maintaining necessary information and documents as prescribed under the ITA as well as satisfying the relevant conditions under the respective DTAA including anti-abuse measures under the MLI, if applicable.

The summary of tax implications on buyback of equity shares listed on the stock exchanges in India is set out below. All references to equity shares in this note refer to equity shares listed on the stock exchanges in India unless stated otherwise.

## **2. CLASSIFICATION OF SHAREHOLDERS**

Section 6 of the Income Tax Act determines the residential status of an assessee. Accordingly, shareholders can be classified broadly into categories as mentioned below:

- a) Resident Shareholders being:
  - i. Individuals, Hindu Undivided Family (“HUF”), Association of Persons (“AOP”) and Body of Individuals (“BOI”), Firm, Limited Liability Partnership (“LLP”)
  - ii. Others (corporate bodies):
    - Company
    - Other than Company
- b) Deemed Resident Shareholder – an individual being a citizen of India who is not liable to tax in any other country or territory because of domicile, residence or any other criteria of similar nature and has total income other than foreign sourced income exceeding ₹15 lakh during the tax year.
- c) Non-Resident Shareholders being:
  - i. Non-Resident Indians (“NRIs”)
  - ii. Foreign Institutional Investors (“FIIs”) / Foreign Portfolio Investors (“FPIs”)
  - iii. Others:
    - Foreign Company
    - Foreign non-corporate shareholders

## **3. INCOME TAX PROVISIONS IN RESPECT OF BUYBACK OF EQUITY SHARES LISTED ON THE RECOGNISED STOCK EXCHANGE**

- a) Section 115QA of the Income Tax Act provides for the levy of additional Income-tax at the rate of twenty per cent (excluding surcharge and Health and Education cess, as applicable) on any amount of distributed income by the company on buy-back of shares from a shareholder. Distributed Income is defined under section 115QA to include consideration paid by the company on buy-back of shares as reduced by the amount which was received by the company on issue of such shares, determined in the manner specified in Rule 40BB.
- b) The tax on the distributed income by the company shall be treated as the final payment of tax in respect of the said income and no further credit therefor shall be claimed by the company or by any other person in respect of the amount of tax so paid.
- c) No deduction under any other provision of this Act shall be allowed to the company or a shareholder in respect of the income which has been charged to tax.
- d) Pursuant to Section 10(34A) of the Income Tax Act, any income arising in the hands of shareholders on account of buy-back of shares as referred to in section 115QA has been exempted from tax.

- e) The consequential income will be exempted in the hands of the shareholder irrespective of the class/residential status of the shareholder and purpose for which shares are held (i.e., as “Investments” or “Stock in Trade”) under sub-clause (34A) of Section 10 of ITA. In case of Non-resident Shareholders, the same may be subject to tax in the country of residence of the shareholder as per the provisions of the tax laws of that country. The credit of tax may or may not be allowed to such non-resident shareholder to be claimed in the country of residence in respect of the Buy-back tax paid by the company in view of Sec 115QA (4) and (5) of the ITA. Non-resident shareholders need to consult their tax advisors with regard to availability of such a tax credit.

Thus, the tax implications to the following categories of shareholders are as under:

**a. Resident Shareholders or Deemed Resident Shareholders**

Income arising to the shareholder on account of buy-back of equity shares as referred to in section 115QA of the ITA is exempt from tax under the provisions of the section 10(34A) of the Income Tax Act with effect from July 5, 2019 (as amended).

**b. Non-Resident Shareholders**

While the income arising to the shareholder on account of Buy-back of Equity Shares as referred to in section 115QA of the Income Tax Act is exempt from tax under the provisions of the section 10(34A) with effect from July 5, 2019 (as amended) in the hands of a Non-resident as well, the same may be subject to tax in the shareholder as per the provisions of the tax laws of country of residence. The credit of tax may or may not be allowed to such non-resident shareholder to be claimed in the country of residence in respect of the buy-back tax paid by the company in view of subsection (4) and (5) of Section 115QA of the Income Tax Act. Non-resident shareholders need to consult their tax advisors with regard to availability of such a tax credit in their home country.

Since Section 115QA overrules the entire Income Tax Act, the provisions of Section 46A i.e. capital gain on purchase by a company of its own shares or securities, shall not apply in respect of Buy-back of Equity Shares.

**Tax Deducted at Source:**

In absence of any specific provisions under the current Income Tax Act, the Company is not required to deduct tax at source on the consideration payable to resident shareholders pursuant to the Buyback.

**Securities Transaction Tax:**

Since the Buyback of shares shall take place through the settlement mechanism of the Stock Exchange, Securities Transaction Tax will be applicable at the applicable rate.

## **NON-APPLICABILITY OF RECENT AMENDMENTS IN THE FINANCE (NO.2) BILL, 2024**

It may be noted that the Finance (no. 2) Bill, 2024 which is placed in parliament on July 23, 2024, has proposed the following amendments with respect to buy back of shares and the extract of the amendments is given below:

- i) Clause (22) of the Section 2 provides the definition of dividend which, inter alia, does not include any payment made by a company on purchase of its own shares from a shareholder in accordance with the provisions of section 77A of the Companies Act, 1956. It is proposed to amend the said clause so as to insert sub-clause (f) therein and omit item (iv) to provide that dividend, inter alia, include any payment by a company on purchase of its own shares from a shareholder in accordance with the provisions of section 68 of the Companies Act, 2013.
  
- ii) In section 46A of the Income-tax Act, the following proviso shall be inserted before the Explanation, with effect from the 1st day of October, 2024, namely:— “Provided that where the shareholder receives any consideration of the nature referred to in sub-clause (f) of clause (22) of section 2 from any company, in respect of any buy-back of shares, that takes place on or after the 1st day of October, 2024, then for the purposes of this section, the value of consideration received by the shareholder shall be deemed to be nil.”
  
- iii) Clause (34) of the Section 10 of the Income Tax Act, provides exemption to any income arising to an assessee, being a shareholder, on account of buy back of shares by the company as referred to in section 115QA. It is also proposed to insert a new proviso to clause (34) of the said section so as to provide that this clause shall not apply with respect to any buy back of shares by a company on or after the 1st day of October, 2024.

These amendments will take effect from October 1, 2024, and do not have any income tax implication on the proposed Buyback transaction being undertaken by the Company.

### **Caveat:**

The summary of the tax considerations as above is based on the current provisions of the tax laws of India and the regulations thereunder, the judicial and the administrative interpretations thereof, which are subject to change or modification by subsequent legislative, regulatory, administrative or judicial decisions. any such changes could have different tax implications.

In view of the specific nature of tax consequences, shareholders who are not tax residents of India are required to consult their tax advisors for the applicable tax and the appropriate course of action that they should take considering the provisions of the relevant Country or State tax law and provisions of DTAA where applicable.

The above note on taxation sets out the provisions of law in a summary manner only and does not purport to be a complete analysis or listing of all potential tax consequences of the disposal of equity

shares. This note is neither binding on any regulators nor can there be any assurance that they will not take a position contrary to the comments mentioned herein.

### **Limitations**

This report has been issued at the request of the Company solely for use of the Company in relation to filing information in connection with the proposed buyback of equity shares of the Company in pursuance of the applicable provisions of the Act and the SEBI Buyback Regulations, as amended and may not be suitable for any other purpose.

**Yours Faithfully,**

**For B.K. Shroff & Co.,**

**Chartered Accountants**

**Firm Regn. No.: 302166E**

**Sd/-**

**Name: Kavita Nangia**

**Designation: Partner**

**Membership No.: 090378**

**UDIN: 24090378BKGYGK9088**

**Date: August 30, 2024**

**Place: New Delhi**

*Unquote*

## **24. DECLARATION BY THE BOARD OF DIRECTORS**

### **Declaration as required under clause (ix) and clause (x) of Schedule I to the SEBI Buyback Regulations:**

- 24.1. The Board of Directors confirms that there are no defaults (either in past or subsisting) in the repayment of deposits, interest payment thereon, redemption of debentures or payment of interest thereon or redemption of preference shares or payment of dividend due to any shareholder, or repayment of any term loan or interest payable thereon to any shareholder or financial institution or banking company, as the case may be.
- 24.2. The Board has confirmed that it has made a full enquiry into the affairs and prospects of the Company and has formed an opinion:
  - a) that immediately following the date of the Board Meeting i.e. Tuesday, August 20, 2024 (“**Board Meeting Date**”) there will be no grounds on which the Company could be found unable to pay its debts;



- b) as regards the Company’s prospects for the year immediately following the Board Meeting Date approving the Buy-back, and having regard to the Board’s intention with respect to the management of the Company’s business during that year and to the amount and character of the financial resources which will, in the Board’s view, be available to the Company during that year, the Company will be able to meet its liabilities as and when they fall due and will not be rendered insolvent within a period of one year from the date of the Board Meeting;
- c) in forming its opinion for the above purpose, the Board has taken into account the liabilities as if the Company were being wound up under the provisions of the Companies Act, 2013 or the Insolvency and Bankruptcy Code, 2016 (including prospective and contingent liabilities); and
- d) the ratio of the aggregate of secured and unsecured debts owed by the Company after the Buyback shall be less than or equal to 2:1 of its paid-up capital and free reserves based on the standalone financial statements of the Company as on March 31, 2024, whichever sets out a lower amount, as prescribed under the Companies Act and the Securities and Exchange Board of India (Buy-Back of Securities) Regulations, 2018

This declaration is made and issued under the authority of the Board of Directors in terms of the resolution passed at the meeting held on Tuesday, August 20, 2024.

<b>For and on behalf of the Board of Indian Toners &amp; Developers Limited</b>			
Sd/- <b>Akshat Jain</b> Managing Director (DIN: 03328275)	Sd/- <b>Sushil Jain</b> Wholetime Director (DIN: 00323952)	Sd/- <b>N.K. Maheshwari</b> Chief Financial Officer	Sd/- <b>Vishesh Chaturvedi</b> Company Secretary & Compliance Officer <b>Membership Number:</b> A23718

## **25. REPORT BY THE COMPANY’S STATUTORY AUDITOR ON PERMISSIBLE CAPITAL PAYMENT**

*Quote*

**Date: 20.08.2024**

**To,**  
**The Board of Directors**  
**Indian Toners & Developers Limited**  
 10.5 KM Mile Stone,  
 Rampur - Bareilly Road, Rampur,  
 Uttar Pradesh – 244901, India

**Dear Sir/Ma’am,**

**Subject : Report on Buy Back of Shares pursuant to the requirement of Schedule I to Securities and Exchange Board of India (Buy-back of Securities) Regulations, 2018 (the "SEBI Buyback Regulations").**

This report is issued in accordance with the terms of our engagement letter as statutory auditor dated 20.07,2022 with Indian Toners & Developers Limited (“the Company”).

The Board of Directors of the Company at their meeting held on Tuesday, 20<sup>th</sup> August, 2024 have approved the proposed Buy-back of Equity Shares in pursuance to the provisions of Section 68, 69 and 70 of the Companies Act, 2013 (“the Act”) read with the Securities and Exchange Board of India (Buy-back of Securities) Regulations, 2018 (the "SEBI Buyback Regulations"), as amended; and based on the information and explanations given to us which were to the best of our knowledge and belief necessary for this purpose, we report that:

1. We have enquired into the state of affairs of the Company in relation to its Audited Financial Statements for the year ended March 31, 2024, which have been audited by us and approved by the Board of Directors of the Company at their meeting held on May 23, 2024.
2. The amount of permissible capital payment (including premium) towards the proposed Buyback of Equity Shares as computed in the table below is properly determined in our view in accordance with Section 68 (2)(c) of the Act. The amounts of share capital and free reserves have been extracted from the Audited Financial Statements of the Company for the year ended at March 31, 2024.

<b>Amount (Rs. In Lakhs)</b>		
<b>Particulars</b>		<b>Standalone* As on March 31, 2024</b>
Paid-up Capital	A	1,085.00
<b>Free Reserves</b>		
Profit & Loss Account Balance		14,399.97 @
Securities Premium		0
General Reserves		5,240.74
Total Free Reserves	B	19,640.71
<b>Total Paid up Capital &amp; Free Reserves</b>	<b>A+B</b>	<b>20,725.71</b>
Maximum Permissible for buyback under Section 68 (2) of the Companies Act, 2013 (10% of the total paid up capital and free reserves with the Board Approval).		2,072.57

*\*Company is not required to prepare Consolidated Financial Statements as there are no subsidiary and associate companies as on March 31, 2024.*

*@ Does not include capital redemption reserve.*

3. The Board of Directors of the Company, in their meeting held on 20.08.2024 have formed their opinion as specified in Clause (x) of Schedule I to the SEBI Buyback Regulations, as amended, on reasonable grounds, that the Company, having regard to its state of affairs, will not be rendered insolvent within a period of one year from the date of passing the Board meeting resolution.

This report has been issued at the request of the Company solely for use of the Company in relation to filing information with the Public Announcement as per requirements of Schedule II of the SEBI Buyback Regulations and in connection with the proposed Buyback of Equity Shares of the Company in pursuance of the provisions of Section 68 and other applicable provisions of the Act and the SEBI Buyback Regulations, as amended and may not be suitable for any other purpose.

**For B. K. SHROFF & CO.,**  
**Chartered Accountants**  
**Firm Registration No.: 302166E**

**Sd/-**

**(KAVITA NANGIA)**

**Membership No.: 090378**

**Place: New Delhi**

**Date: 20.08.2024**

**Certificate No: BKS/DL/2024-25/014**

**UDIN: 24090378BKGYGB5639**

*Unquote*

## **26. DOCUMENTS FOR INSPECTION**

Copies of the following documents will be available for inspection at the registered office of the Company at 10.5 KM Milestone, Rampur - Bareilly Road, Rampur, Uttar Pradesh – 244901, India between 10:00 a.m. and 5.00 p.m. on all Working Days, except Saturday, Sunday and public holidays during the Tendering Period:

1. Copy of the certificate of incorporation;
2. Memorandum and Articles of Association of the Company;
3. Copy of the audited standalone financial statements of the Company for the fiscal years ended March 31, 2024, March 31, 2023 and March 31, 2022;
4. Copy of the annual reports for the fiscal years ended March 31, 2023, March 31, 2022 and March 31, 2021;
5. Copy of the resolution passed by the Board of Directors at the meeting held on Tuesday, August 20, 2024 approving the proposal for Buyback;
6. Copy of Report dated August 20, 2024, received from M/s. B. K. Shroff & Co., Chartered Accountants, the Statutory Auditor of the Company, in terms of clause (xi) of Schedule I of the SEBI Buyback Regulations;
7. Copy of declaration of solvency and an affidavit verifying the same in Form SH-9, as prescribed under Section 68(6) of the Companies Act;
8. Copy of the Escrow Agreement dated August 20, 2024 amongst the Company, the Escrow Bank and the Manager to the Buyback;
9. Certificate from the Chartered Accountant M/s B. K. Shroff & Co. certifying that the Company has adequate funds for undertaking the Buyback dated August 20, 2024;

10. Copy of Public Announcement for Buyback dated Wednesday, August 21, 2024, published in newspapers on Thursday, August 22, 2024 regarding Buyback of the Equity Shares; and
11. Opinion dated August 30, 2024 obtained by the Company from M/s. B. K. Shroff & Co., Chartered Accountants, on taxation.

## **27. DETAILS OF COMPANY SECRETARY AND COMPLIANCE OFFICER**

The Company has appointed Ms. Vishesh Chaturvedi, Company Secretary as the compliance officer for the purpose of the Buyback (“**Compliance Officer**”). Investors may contact the Compliance Officer for any clarification or to address their grievances, if any, on any day except Saturday, Sunday and public holidays during office hours i.e., 10:00 a.m. to 5:00 p.m.:

### **Details of the Compliance Officer:**

**Name:** Mr. Vishesh Chaturvedi

**Designation:** Company Secretary & Compliance Officer

**Membership No.:** A23718

**CIN:** L74993UP1990PLC015721

**Address:** 10.5 KM Mile Stone, Rampur Bareilly Road, Rampur, Uttar Pradesh, 244901

**Tel No.:** +011-45017000

**Email:** [investors@indiantoners.com](mailto:investors@indiantoners.com)

## **28. DETAILS OF THE REMEDIES AVAILABLE TO THE SHAREHOLDERS/ BENEFICIAL OWNERS**

- a) In case of any grievances relating to the Buyback (including non-receipt of the Buyback consideration, share certificate, demat credit, etc.), the Eligible Shareholders can approach the Company Secretary and Compliance Officer and/or Manager to the Buyback and/or Registrar to the Buyback for redressal.
- b) If the Company makes any default in complying with requirements under the Companies Act including the rules thereunder, the Company or any officer of the Company who is in default shall be liable in terms of the Act.
- c) The address of the concerned office of the RoC is as follows:

### **Registrar of Companies, Kanpur**

**Address:** 37/17, Westcott Buidling, The Mall, Kanpur – 208001, Uttar Pradesh, India

**Phone:** 0512-2310443, 2310227, 2310323

**Email:** [roc.kanpur@mca.gov.in](mailto:roc.kanpur@mca.gov.in)

## **29. DETAILS OF THE INVESTOR SERVICE CENTRE AND REGISTRAR TO THE BUYBACK**

In case of any query, the shareholders may also contact Alankit Assignments Limited, the Registrar and Share Transfer Agent of the Company, appointed as the Investor Service Centre for the purposes

of the Buyback, from Monday to Friday between 10:00 am to 5:00 pm on all working days except public holidays at the following address:



**Alankit Assignment Limited**

**Address:** 205-208, Anarkali Complex, Jhandewalan Extn, New Delhi - 110055

**Tel. No.:** 011 - 42541234 / 23541234

**Email:** [itdlbuyback@alankit.com](mailto:itdlbuyback@alankit.com)

**Investor Grievance ID:** [itdlbuyback@alankit.com](mailto:itdlbuyback@alankit.com)

**Website:** <https://buyback.alankit.com/>

**Contact Person:** Ritika Manghnani

**SEBI Registration No.:** INR000002532

**Validity:** Permanent

**CIN:** U74210DL1991PLC042569

### 30. DETAILS OF THE MANAGER TO THE BUYBACK



**CORPORATE PROFESSIONALS CAPITAL PRIVATE LIMITED**

**Address:** D-28, South Extension Part-1, New Delhi-110049, India

**Phone:** 011- 40622230/40622251/40622209;

**Email:** [mb@indiacp.com](mailto:mb@indiacp.com)

**Website:** [www.corporateprofessionals.com](http://www.corporateprofessionals.com)

**Investor grievance e-mail:** [mb@indiacp.com](mailto:mb@indiacp.com)

**Contact person:** Ms. Anjali Aggarwal

**SEBI Registration No.:** INM000011435

**CIN:** U74899DL2000PTC104508

### 31. DECLARATION BY THE DIRECTORS REGARDING AUTHENTICITY OF THE INFORMATION IN THE LETTER OF OFFER

In terms of Regulation 24(i)(a) of the SEBI Buyback Regulations, the Board of Directors accepts full responsibility for all the information contained in this Letter of Offer and confirms that it contains true, factual and material information and does not contain any misleading information. This Letter of Offer is issued under the authority of the Board and in terms of the resolution passed by the Buyback Committee on Monday, September 02, 2024.

<b>For and on behalf of the Board of Indian Toners &amp; Developers Limited</b>			
Sd/- <b>Akshat Jain</b> Managing Director (DIN: 03328275)	Sd/- <b>Sushil Jain</b> Wholetime Director (DIN: 00323952)	Sd/- <b>N.K. Maheshwari</b> Chief Financial Officer	Sd/- <b>Vishesh Chaturvedi</b> Company Secretary & Compliance Officer <b>Membership Number:</b> A23718

**Date:** September 02, 2024

**Place:** New Delhi

### **32. TENDER FORMS**

- 32.1. Tender Form (for Eligible Shareholders holding Equity Shares in dematerialised form).
- 32.2. Tender Form (for Eligible Shareholders holding Equity Shares in physical form).
- 32.3. Form No. SH-4 – Securities Transfer Form

**FORM OF ACCEPTANCE-CUM-ACKNOWLEDGEMENT  
(FOR ELIGIBLE SHAREHOLDERS HOLDING EQUITY SHARES IN DEMATERIALIZED FORM)**

Bid Number:

Date:

<b>BUYBACK OPENS ON:</b>		<b>Thursday, September 05, 2024</b>	
<b>BUYBACK CLOSES ON:</b>		<b>Wednesday, September 11, 2024</b>	
<b>For Registrar/ Collection Center use</b>			
Inward No.	Date	Stamp	
<b>Status (please tick appropriate box)</b>			
Individual	Foreign Institutional Investors/ Foreign Portfolio/Investors	Insurance Company	
Foreign Company	Non-Resident Indian / OCB	FVCI	
Body Corporate	Bank / Financial Institution	Pension/ PF	
VCF	Partnership/ LLP	Others (specify)	
<b>India Tax Residency Status: (Please tick appropriate box)</b>			
Resident in India	Non-Resident in India	Resident of ..... (Shareholder to fill the country of residence)	

To,  
**The Board of Directors**  
**INDIAN TONERS & DEVELOPERS LIMITED**  
 C/o. Alankit Assignment Limited  
 Address: 205-208, Anarkali Complex, Jhandewalan Extn, New Delhi - 110055  
 Telephone: 011 - 42541234 / 23541234

Dear Sirs,

**Subject: Letter of Offer dated September 02, 2024 to Buyback upto 4,58,268 Equity Shares of Indian Toners & Developers Limited (the "Company") at a price of Rs. 450/- (Rupees Four Hundred Fifty Only) per Equity Share ("Buyback Price"), payable in cash for an aggregate maximum amount upto Rs. 20,62,20,600/- (Rupees Twenty Crores Sixty Two Lacs Twenty Thousand and Six Hundred Only) (the "Buyback")**

- I/We having read and understood the Letter of Offer dated September 02, 2024, hereby tender / offer my / our Equity Shares in response to the Buyback on the terms and conditions set out below and in the Letter of Offer.
- I / We authorise the Company to Buyback the Equity Shares offered (as mentioned below) and to issue instruction(s) to the Registrar to the Buyback to extinguish the Equity Share.
- I / We hereby affirm and warrant that the Equity Shares comprised in this tender / offer are offered for Buyback by me / us are free from all liens, equitable interest, charges and encumbrance.
- I / We declare and warrant that there are no restraints / injunctions or other order(s)/ covenants of any nature which limits / restricts in any manner my / our right to tender Equity Shares for Buyback and that I / We am / are legally entitled to tender/ offer the Equity Shares for the Buyback.
- I/We agree that the Company will pay the Buyback Offer Price only after due verification of the validity of the documents and that the consideration will be paid as per secondary market mechanism. The Eligible Shareholders will have to ensure that they keep the DP Account active and unblocked to receive credit in case of return of Equity Shares due to rejection or due to the Buyback being on a proportionate basis in terms of the Ratio of Buyback.
- I / We acknowledge that the responsibility to discharge the tax due on any gains arising on buyback is on me/us. I / We agree to compute gains on this transaction and immediately pay applicable taxes in India and file tax return in consultation with our custodians/ authorized dealers/ tax advisors appropriately.
- I / We undertake to indemnify the Company if any tax demand is raised on the Company on account of gains arising to me / us on Buyback of Equity Shares. I / We also undertake to provide the Company, the relevant details in respect of the taxability / non-taxability of the proceeds arising on Buyback of Equity Shares by the Company, copy of tax return filed in India, evidence of the tax paid etc., whenever called for.
- Eligible Shareholders to whom the Buyback is made are free to tender Equity Shares to the extent of their Buyback Entitlement in whole or in part or in excess of their entitlement.
- I / We agree that the consideration for the accepted Equity Shares will be paid to the Eligible Shareholder as per the provisions of Buyback Regulations and circulars issued by SEBI.
- I/We agree that the excess demat Shares or unaccepted demat Shares, if any, tendered would be returned to the Eligible Shareholder as per the provision of Buyback Regulations and circulars issued by SEBI.
- I/We undertake to return to the Company any Buyback consideration that may be wrongfully received by me/us.
- I / We undertake to execute any further documents and give any further assurances that may be required or expedient to give effect to my / our tender / offer and agree to abide by any decision that may be taken by the Company to affect the Buyback in accordance with the Companies Act, 2013 and rules made thereunder and the Buyback Regulations.
- Details of Equity Shares held and tendered / offered for Buyback Offer:

	<b>In Figures</b>	<b>In Words</b>
Number of Equity Shares held as on Record Date (Friday, August 30, 2024)		
Number of Equity Shares entitled for Buyback (Buyback Entitlement)		
Number of Equity Shares offered for Buyback (including Additional Shares, if any)		

*Note: An Eligible Shareholder may tender Equity Shares over and above his / her Buyback Entitlement. Number of Equity Shares validly tendered by any Eligible Shareholder up to the Buyback Entitlement of such Eligible Shareholder shall be accepted to the full extent. The Equity Shares tendered by any Eligible Shareholder over and above the Buyback Entitlement of such Eligible Shareholder shall be accepted in accordance with Paragraph 22.4 and 22.8 of the Letter of Offer. Equity Shares tendered by any Eligible Shareholder over and above the number of Equity Shares held by such Eligible Shareholder as on the Record Date shall not be considered for the purpose of Acceptance.*

.....**Tear along this line**.....

**ACKNOWLEDGEMENT SLIP: INDIAN TONERS & DEVELOPERS LIMITED- BUYBACK OFFER - 2024**  
 (To be filled by the Eligible Shareholder) (subject to verification)

<b>Folio No./DPID:</b>		<b>Client ID:</b>	
<b>Received from Shri. /Smt.</b>			
<b>Form of Acceptance-cum-Acknowledgement, Original TRS along with:</b>			
<b>No. of Equity Shares offered for Buyback (In Figures)</b>		<b>(In Words)</b>	
<b>STAMP OF BROKER/REGISTRAR</b>			

*Please quote Client ID No. & DP ID No. for all future correspondence*

14. Details of Account with Depository Participant (DP):

Name of the Depository (tick whichever is applicable)	NSDL	CDSL
Name of the Depository Participant		
DP ID No.		
Client ID with the Depository Participant		

15. Equity Shareholders Details:

	First/Sole Holder	Joint Holder 1	Joint Holder 2	Joint Holder 3
Full Name(s) of the Shareholder(s)				
Signature(s)*				
PAN No.				
Address of the Sole/First Equity Shareholder				
Telephone No. / Email ID of the Sole/First Equity Shareholder				

\*Corporate must affix rubber stamp and sign under valid authority. The relevant corporate authorization should be enclosed with the application form submitted.

Applicable for all Non- resident Shareholders-

- I / We undertake to pay income taxes in India on any income arising on such Buyback in accordance with prevailing income tax laws in India. I / We also undertake to indemnify the Company against any income tax liability on any income earned on such Buyback of shares by me /us.
- I/We, being a Non-Resident Shareholder, agree to obtain and submit all necessary approvals, if any and to the extent required from the concerned authorities including approvals from the RBI under FEMA and any other the rules and regulations, for tendering Equity Shares in the Buyback, and also under take to comply with the reporting requirements, if applicable, and any other rules, regulations and guidelines, in regard to remittance of funds outside India.

**INSTRUCTIONS**

**This Tender Form has to be read along with the Letter of Offer and is subject to the terms and conditions mentioned in the Letter of Offer and this Tender / Offer Form**

1. This Buyback offer will open on Thursday, September 05, 2024 and close on Wednesday, September 11, 2024.
2. The Equity Shares tendered in the Buyback shall be rejected if (i) the tenderer is not an Eligible Shareholder of the Company as on the Record Date; or (ii) if there is a name mismatch in the demat account of the Shareholder.
3. Eligible Shareholder is required to transfer the Equity Shares under the Buyback Offer to Clearing Corporation, by using the settlement number through the early pay-in mechanism of depositories. This shall be validated by the Shareholder Broker at the time of order/bid entry. The details of the settlement number for the Buyback will be provided in a separate circular which shall be issued at the time of issue opening by Clearing Corporation.
4. The Eligible Shareholders will have to ensure that they keep the DP Account active and unblocked to receive credit in case of return of Equity Shares due to rejection or partial acceptance. Excess demat Equity Shares or unaccepted demat Equity Shares, if any, tendered by the Eligible Shareholders would be returned to them by Clearing Corporation. If the securities transfer instruction is rejected in the depository system, due to any issue then such securities will be transferred to the Shareholder Broker's depository pool account for onward transfer to the Eligible Shareholder. In case of custodian participant orders, excess demat Shares or unaccepted demat Shares, if any, will be returned to the respective custodian participant.
5. The Tender Form and TRS is not required to be submitted to the Company, Manager or the Registrar. After the receipt of the demat Equity Shares by the Clearing Corporation and a valid bid in the exchange bidding system, the Buyback shall be deemed to have been accepted for the Eligible Shareholders holding Equity Shares in demat form.
6. For the procedure to be followed by Eligible Shareholders for tendering in the Buyback, please refer to "Procedure for Tender Offer and Settlement" on page 52 of the Letter of Offer.
7. In case of non-receipt of the Letter of Offer, Eligible Shareholders holding Equity Shares may participate in the offer by providing their application in plain paper in writing signed by such Eligible Shareholder, stating the name of the Eligible Shareholder, address of the Equity Shareholder, number of Equity Shares held, Client ID number, DP name, DP ID number and number of Equity Shares tendered. Eligible Shareholders have to ensure that their bid is entered in the electronic platform to be made available by the BSE before the closure of the Buyback.
8. In case any registered entity has merged with another entity and the merger has been approved and has come into effect but the process of getting the successor company as the registered shareholder is still incomplete, then such entity along with the Tender Form, shall file a copy of the following documents: (i) approval from the appropriate authority for such merger, (ii) the scheme of merger, and (iii) the requisite form filed with MCA intimating the merger.
9. Eligible Shareholders to whom the Buyback offer is made are free to tender Equity Shares to the extent of their Buyback Entitlement in whole or in part or in excess of their Buyback Entitlement, but not exceeding their holding as on the Record Date.
10. All documents sent by Eligible Shareholders will be at their own risk. Eligible Shareholders are advised to safeguard adequately their interests in this regard.
11. By agreeing to participate in the Buy-back the Non-resident Shareholders give the Company the unconditional and irrevocable authority and power to make, sign, execute, deliver, acknowledge and perform all applications to file regulatory reporting's, if required, including FC-TRS form, if necessary and undertake to provide assistance to the Company for such regulatory reporting, if required by the Company.
12. Non-Resident Shareholders must obtain all approvals required to tender the Equity Shares held by them in this Buyback (including without limitation the approval from the RBI).
13. Eligible Sellers have to fill up the EVENT number issued by the depository in the column for settlement details along with the market type as "Buyback", ISIN Quantity of shares and CM BP ID of broker and execution date in the Delivery Instruction Slips (DIS) so that Equity Shares can be tendered in the Buyback.
14. For the Eligible Shareholders holding Equity Shares in demat form, the Tender Form and TRS are not required to be submitted to the Company, Manager or the Registrar. After the receipt of the demat Equity Shares by the Clearing Corporation and a valid bid in the exchange bidding system, the Buyback shall be deemed to have been accepted for the Eligible Shareholders holding Equity Shares in demat form.
15. All capitalized items shall have the meaning ascribed to them in the Letter of Offer.

.....Tear along this line.....

**ALL FUTURE CORRESPONDENCE IN CONNECTION WITH THIS BUYBACK, IF ANY, SHOULD BE ADDRESSED TO REGISTRAR TO THE BUYBACK AT THE FOLLOWING ADDRESS QUOTING YOUR CLIENT ID AND DP ID:**

Investor Service Centre,  
**INDIAN TONERS & DEVELOPERS LIMITED – 2024**  
**ALANKIT ASSIGNMENTS LIMITED**  
 Address: 205-208, Anarkali Complex, Jhandewalan Extn, New Delhi - 110055  
 Contact Person: Ms. Ritika Manghnani  
 Telephone: 011 - 42541234 / 23541234; Email: [info@alankit.com](mailto:info@alankit.com); [rita@alankit.com](mailto:rita@alankit.com); Website: <https://buyback.alankit.com/>  
 SEBI Registration No.: INR000002532; Corporate Identity Number: U74210DL1991PLC042569



**FORM OF ACCEPTANCE-CUM-ACKNOWLEDGEMENT  
(FOR EQUITY SHAREHOLDERS HOLDING SHARES IN PHYSICAL FORM)**

Bid Number:  
Date:

<b>BUYBACK OPENS ON:</b>		<b>Thursday, September 05, 2024</b>	
<b>BUYBACK CLOSSES ON:</b>		<b>Wednesday, September 11, 2024</b>	
<b>For Registrar/ Collection Center use</b>			
Inward No.	Date	Stamp	
<b>Status (please tick appropriate box)</b>			
<input type="checkbox"/> Individual	<input type="checkbox"/> Foreign Institutional Investors/ Foreign Portfolio/Investors	<input type="checkbox"/> Insurance Company	
<input type="checkbox"/> Foreign Company	<input type="checkbox"/> Non-Resident Indian / OCB	<input type="checkbox"/> FVCI	
<input type="checkbox"/> Body Corporate	<input type="checkbox"/> Bank / Financial Institution	<input type="checkbox"/> Pension/ PF	
<input type="checkbox"/> VCF	<input type="checkbox"/> Partnership/ LLP	<input type="checkbox"/> Others (specify)	
<b>India Tax Residency Status: (Please tick appropriate box)</b>			
<input type="checkbox"/> Resident in India	<input type="checkbox"/> Non-Resident in India	<input type="checkbox"/> Resident of ..... (Shareholder to fill the country of residence)	

To,  
**The Board of Directors**  
**INDIAN TONERS & DEVELOPERS LIMITED**  
C/o. Alankit Assignment Limited  
Address: 205-208, Anarkali Complex, Jhandewalan Extn, New Delhi - 110055  
Telephone: 011 - 42541234 / 23541234

Dear Sirs,

**Subject: Letter of Offer dated September 02, 2024 to Buyback upto 4,58,268 Equity Shares of Indian Toners & Developers Limited (the "Company") at a price of Rs. 450/- (Rupees Four Hundred Fifty Only) per Equity Share ("Buyback Price"), payable in cash for an aggregate maximum amount upto Rs. 20,62,20,600/- (Rupees Twenty Crores Sixty Two Lacs Twenty Thousand and Six Hundred Only) (the "Buyback")**

- I/We having read and understood the Letter of Offer dated September 02, 2024 hereby tender / offer my / our Equity Shares in response to the Buyback on the terms and conditions set out below and in the Letter of Offer.
- I / We authorise the Company to Buyback the Equity Shares offered (as mentioned below) and to issue instruction(s) to the Registrar to the Buyback to extinguish the Equity Share.
- I / We hereby affirm and warrant that the Equity Shares comprised in this tender / offer are offered for Buyback by me / us are free from all liens, equitable interest, charges and encumbrance.
- I / We declare and warrant that there are no restraints / injunctions or other order(s)/ covenants of any nature which limits / restricts in any manner my / our right to tender Equity Shares for Buyback and that I / We am / are legally entitled to tender/ offer the Equity Shares for the Buyback.
- I/We agree that the Company will pay the Buyback Offer Price only after due verification of the validity of the documents and that the consideration will be paid as per secondary market mechanism.
- Eligible Shareholders to whom the Buyback is made are free to tender Equity Shares to the extent of their Buyback Entitlement in whole or in part or in excess of their entitlement.
- I / We agree that the consideration for the accepted Equity Shares will be paid to the Eligible Shareholder as per the provisions of Buyback Regulations and circulars issued by SEBI.
- I/We agree that the Company is not obliged to accept any Equity Shares offered for Buyback where loss of share certificates has been notified to the Company.
- I/We undertake to return to the Company any Buyback consideration that may be wrong fully received by me/us.
- I / We undertake to execute any further documents and give any further assurances that may be required or expedient to give effect to my / our tender/ offer and agree to abide by any decision that may be taken by the Company to effect the Buyback in accordance with the Companies Act, 2013 and rules made thereunder and the Buyback Regulations.
- Details of Equity Shares held and tendered / offered for Buyback Offer:

	In Figures	In Words
Number of Equity Shares held as on Record Date (Friday, August 30, 2024)		
Number of Equity Shares entitled for Buyback (Buyback Entitlement)		
Number of Equity Shares offered for Buyback (including Additional Shares, if any)		

*Note: An Eligible Shareholder may tender Equity Shares over and above his / her Buyback Entitlement. Number of Equity Shares validly tendered by any Eligible Shareholder up to the Buyback Entitlement of such Eligible Shareholder shall be accepted to the full extent. The Equity Shares tendered by any Eligible Shareholder over and above the Buyback Entitlement of such Eligible Shareholder shall be accepted in accordance with Paragraph 22.4 and 22.8 of the Letter of Offer. Equity Shares tendered by any Eligible Shareholder over and above the number of Equity Shares held by such Eligible Shareholder as on the Record Date shall not be considered for the purpose of Acceptance.*

.....Tear along this line.....

**ACKNOWLEDGEMENT SLIP: INDIAN TONERS & DEVELOPERS LIMITED – BUYBACK OFFER - 2024**  
(To be filled by the Eligible Shareholder) (subject to verification)

<b>Folio No.:</b>			
Received from Shri. /Smt.			
Form of Acceptance-cum-Acknowledgement, Original TRS along with:			
No. of Equity Shares offered for Buyback (In Figures)		(In Words)	
<b>STAMP OF BROKER/REGISTRAR</b>			

*Please quote Folio No. for all future correspondence*

- Details of Share Certificate(s) enclosed.....Total No. of Share Certificate Submitted.....

Sr. No.	Folio No.	Share Certificate No.	Distinctive Nos.		No. of Shares
			From	To	
1.					
2.					

3.					
4.					
<b>Total</b>					

In case the number of folios and Equity Share certificates enclosed exceed four, please attach a separate sheet giving details in the same format as above.

13. Details of other documents (Please ✓ as appropriate, if applicable) enclosed:

	Power of Attorney – INDIAN TONERS & DEVELOPERS LIMITED		Previous RBI approvals for acquiring the Equity Shares of Indian Toners & Developers Limited tendered in the Buyback
	Corporate authorizations		Death Certificate
	Succession Certificate		Self-attested copy of Permanent Account Number (PAN Card)
	TRS		Others (please specify):

14. Details of the bank account of the sole or first Shareholder to be incorporated in the consideration warrant (to be mandatorily filled):

Name of the Bank	Branch and City	IFSC and MICR Code	Account Number (indicate type of account)

15. Equity Shareholders Details:

	First/Sole Holder	Joint Holder 1	Joint Holder 2	Joint Holder 3
Full Name(s) of the Shareholder(s)				
Signature(s)*				
PAN No.				
Address of the Sole/First Equity Shareholder				
Telephone No. /				
Email ID of the Sole/First Equity Shareholder				

\* Corporate must affix rubber stamp and sign under valid authority. The relevant corporate authorization should be enclosed with the application from submitted.

Applicable for all Non- resident Shareholders-

- I / We undertake to pay income taxes in India on any income arising on such Buyback in accordance with prevailing income tax laws in India. I / We also undertake to indemnify the Company against any income tax liability on any income earned on such Buyback of shares by me /us.
- I/We, being a Non-Resident Shareholder, agree to obtain and submit all necessary approvals, if any and to the extent required from the concerned authorities including approvals from the RBI under FEMA and any other rules and regulations, for tendering Equity Shares in the Buyback, and also undertake to comply with the reporting requirements, if applicable, and any other rules, regulations and guidelines, in regard to remittance of funds outside India.

#### INSTRUCTIONS

**This Tender Form has to be read along with the Letter of Offer and is subject to the terms and conditions mentioned in the Letter of Offer and this Tender / Offer Form**

- This Buyback offer will open on Thursday, September 05, 2024 and close on Wednesday, September 11, 2024.
- Eligible Shareholders who wish to tender their Equity Shares in response to this Buyback should submit the following documents to their Shareholder Broker. The Eligible Shareholders / Shareholder Broker in turn would deliver the said documents along with the Transaction Registration Slip (TRS) to the Registrar; the documents should be sent to the Registrar only after the placement of a valid bid; non-submission of the below mentioned documents by 05:00 PM on Wednesday, September 11, 2024 directly to the Registrar shall result in the rejection of the tendered Equity Shares: (i) the Tender Form duly signed (by all Equity Shareholders in case shares are in joint names) in the same order in which they hold the Equity Shares; (ii) original share certificates; (iii) valid share transfer form(s) (Form SH-4) duly filled and signed by the transferors (i.e. by all registered Shareholders in same order and as per the specimen signatures registered with the Company/Registrar) and duly witnessed at the appropriate place authorizing the transfer in favour of the Company; (iv) self-attested copy of the Shareholder's PAN Card; (v) any other relevant documents such as (but not limited to) (a) duly attested Power of Attorney if any person other than the Equity Shareholder has signed the relevant Tender Form; (b) notarized copy of death certificate and succession certificate or probated will, as applicable, if the original Shareholder has deceased; and (c) necessary corporate authorizations, such as board resolutions etc., in case of companies; (vi) In addition to the above, if the address of the Shareholder has undergone a change from the address registered in the Register of Members of the Company, the Shareholder would be required to submit a self-attested copy of address proof consisting of any one of the following documents: valid Aadhar Card, Voter Identity Card or Passport.
- Eligible Shareholders to whom the Buyback is made are free to tender Equity Shares to the extent of their entitlement in whole or in part or in excess of their entitlement, but not exceeding the number of Shares held by them as on Record Date.
- Eligible Shareholders should also provide all relevant documents in addition to the above documents, which include but are not limited to: (i) Duly attested power of attorney registered with the Registrar, if any person other than the Eligible Shareholder has signed the relevant Tender Form; (ii) Duly attested death certificate / succession certificate in case any Eligible Shareholder is deceased; and (iii) Necessary corporate authorisations, such as Board Resolutions etc., in case of companies.
- In case of non-receipt of the Letter of Offer, Eligible Shareholders holding Equity Shares may participate in the offer by providing their application in plain paper in writing signed by all Eligible Shareholders (in case of joint holding), stating name, address, folio number, number of Equity Shares held, Equity Share certificate number, number of Equity Shares tendered for the Buyback and the distinctive numbers thereof, enclosing the original Equity Share certificate(s), copy of Eligible Shareholder's PAN card(s) and executed share transfer form in favour of the Company. Eligible Shareholders must ensure that the Tender Form, along with the TRS and requisite documents, reach the Registrar to the Buyback latest by 05:00 PM on Wednesday, September 11, 2024.
- In case any registered entity that has merged with another entity and the merger has been approved and has come into effect but the process of getting the successor company as the registered shareholder is still incomplete, then such entity along with the Tender Form should file a copy of the following documents: (i) Approval from the appropriate authority for such merger; (ii) the scheme of merger; and (iii) the requisite form filed with MCA intimating the merger.
- Eligible Shareholders to whom the Buyback offer is made are free to tender Equity Shares to the extent of their Buyback Entitlement in whole or in part or in excess of their Buyback Entitlement, but not exceeding their holding as on the Record Date.
- All documents sent by Eligible Shareholders will be at their own risk. Eligible Shareholders are advised to safeguard adequately their interests in this regard.
- All documents as mentioned above, shall be enclosed with the valid Tender Form, otherwise the Equity Shares tendered will be liable for rejection. The Equity Shares shall be liable for rejection on the following grounds amongst others: (i) If there is any other company's equity share certificate enclosed with the Tender Form instead of the Equity Share certificate of the Company; (ii) If the transmission of Equity Shares is not completed, and the Equity Shares are not in the name of the Eligible Shareholder; (iii) If the Eligible Shareholders tender Equity Shares but the Registrar does not receive the Equity Share certificate; (iv) In case the signature on the Tender Form and Form SH 4 doesn't match as per the specimen signature recorded with Company/Registrar.
- The Equity Shares tendered in the buyback shall be rejected if (i) the Shareholder is not an Eligible Shareholder of the Company on the Record Date; (ii) if there is a name mismatch in the share certificate of the Shareholder; or (iii) the documents mentioned in the Tender Form for Eligible Shareholders holding Equity Shares in physical form are not received by the Registrar on or before the close of business hours of Wednesday, September 11, 2024, by 05:00 PM.
- By agreeing to participate in the Buy-back the Non-resident Shareholders give the Company the unconditional and irrevocable authority and power to make, sign, execute, deliver, acknowledge and perform all applications to file regulatory reportings, if required, including FC-TRS form, if necessary and undertake to provide assistance to the Company for such regulatory reporting, if required by the Company.
- Non-Resident Shareholders must obtain all approvals required to tender the Equity Shares held by them in this Buyback (including without limitation the approval from the RBI).
- All capitalised items shall have the meaning ascribed to them in the Letter of Offer.

..... Tear along this line.....

**ALL FUTURE CORRESPONDENCE IN CONNECTION WITH THIS BUYBACK, IF ANY, SHOULD BE ADDRESSED TO REGISTRAR TO THE BUYBACK AT THE FOLLOWING ADDRESS QUOTING YOUR CLIENT ID AND DP ID:**

Investor Service Centre,  
**INDIAN TONERS & DEVELOPERS LIMITED – 2024**  
**ALANKIT ASSIGNMENT LIMITED**  
Address: 205-208, Anarkali Complex, Jhandewalan Extn, New Delhi - 110055  
**Contact Person: Ms. Ritika Manghnani**  
**Telephone:** 011 - 42541234 / 23541234; **Email:** [info@alankit.com](mailto:info@alankit.com); [rta@alankit.com](mailto:rta@alankit.com); **Website:** <https://buyback.alankit.com/>  
**SEBI Registration No.:** INR000002532; **Corporate Identity Number:** U74210DL1991PLC042569

**Form No. SH-4**

## Securities Transfer Form

[Pursuant to section 56 of the Companies Act, 2013 and sub-rule (1) of rule 11 of the Companies (Share Capital and Debentures) Rules 2014]

Date of execution...../...../.....

**FOR THE CONSIDERATION** stated below the "Transferor(s)" named do hereby transfer to the "Transferee(s)" named the securities specified below subject to the conditions on which the said securities are now held by the Transferor(s) and the Transferee(s) do hereby agree to accept and hold the said securities subject to the conditions aforesaid.

CIN: L74993UP1990PLC015721

Name of the company (in full): INDIAN TONERS &amp; DEVELOPERS LIMITED

Name of the Stock Exchange where the company is listed, if any: BSE Limited

**DESCRIPTION OF SECURITIES:**

Kind/Class of securities (1)	Nominal value of each unit of security (2)	Amount called up per unit of security (3)	Amount paid up per unit of security (4)
Equity Shares	Rs. 10.00	Rs. 10.00	Rs. 10.00

No. of Securities being Transferred		Consideration Received (Rs)	
In Figures	In Words	In words	In figures

Distinctive Number	From				
	To				
Corresponding Certificate Nos:					

**TRANSFEROR'S PARTICULARS**

Registered Folio Number		
Name(s) in full	PAN (attach copy of PAN Card)	Signature (s)
1.		
2.		
3.		

I, hereby confirm that the Transferor has signed before me.

Signature of the Witness	
Name of the Witness	
Address of Witness	

**TRANSFEREE'S PARTICULARS**

	1
<b>Name in full</b>	<b>INDIAN TONERS &amp; DEVELOPERS LIMITED</b>
<b>Father's/ Mother's/ Spouse Name</b>	<b>Not Applicable</b>
<b>Address,  Mobile/Ph. No. E-mail ID</b>	<b>Registered Office:</b> 10.5 KM Mile Stone, Rampur - Bareilly Road, Rampur, Uttar Pradesh -244901, India <b>Tel.:</b> +011-45017000 <b>E-mail ID:</b> <a href="mailto:investors@indiantoners.com">investors@indiantoners.com</a>
<b>Occupation</b>	Business
<b>Existing folio no., if any</b>	
<b>Signature</b>	

**DECLARATION:**

Transferee is not required to obtain the Government approval under the Foreign Exchange Management (Non-debt Instruments) Rules, 2019 prior to transfer of shares;

Or

Transferee is required to obtain the Government approval under the Foreign Exchange Management (Non-debt Instruments) Rules, 2019 prior to transfer of shares and the same has been obtained and is enclosed herewith.

**Folio No. of Transferee:** \_\_\_\_\_

**Specimen Signature of Transferee(s)**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**Existing Folio No. If any**

1. \_\_\_\_\_
2. \_\_\_\_\_

**Value of stamp affixed:** Rs. \_\_\_\_\_

**Enclosures:**

- (1) Certificate of shares
- (2) If no certificate is issued, Letter of allotment.
- (3) Copy of PAN CARD of all the Transferees (For all listed Cos).
- (4) Other, Specify.....

**Stamps:**

**For office use only**

**Checked by** \_\_\_\_\_  
**Signature tallied by** \_\_\_\_\_  
**Entered in the Register of Transfer on** \_\_\_\_\_ **vide Transfer No.** \_\_\_\_\_  
**Approval Date** \_\_\_\_\_  
**Power of attorney/Probate/Death Certificate/Letter of Administration**  
**Registered on** \_\_\_\_\_ **at No.** \_\_\_\_\_