



**MITCON**  
CONSULTANCY & ENGINEERING  
SERVICES LTD.

**MITCON Consultancy & Engineering Services Limited**

Regd. Office: First Floor, Kubera Chambers, Shivajinagar, Pune-411 005  
Phone: +91-20-2553 4322, 2553 3309, Fax: +91-20-2553 3206  
Email: cs@mitconindia.com Website: www.mitconindia.com  
CIN: L74140PN1982PLC026933

**NOTICE**

Members of the Company are hereby informed that pursuant to the provisions of Section 110 and other applicable provisions, if any, of the Companies Act, 2013 ("the Act") read together with the Companies (Management and Administration) Rules, 2014 ("the Rules") (including any statutory modification(s), amendment(s) or re-enactments(s) thereto) the Notice together with the Postal Ballot Form and self-addressed pre-paid postage Business Reply Envelope seeking consent of the Members through Postal Ballot for the matters to be transacted through Postal Ballot as set out in the notice, including voting by electronic means ("e-voting"), have been dispatched to the members whose names appear in the Register of Members/Beneficial Owners as on cut-off date i.e. 17<sup>th</sup> November, 2017 for seeking approval of members by Postal Ballot including e-voting on the following Resolutions:

Resolution No.	Description of Resolution
1.	Special Resolution for change in object for utilization of the IPO proceeds
2.	Special resolution for giving Loans/ Guarantees or providing securities and/or making investments.
3.	Special Resolution for creation of Charges /Mortgages on the movable and immovable properties of the Company, both present and future, in respect of borrowings

The detailed instructions and information relating to voting including e-voting are set out in the Postal Ballot notice sent to the Members. Electronic copies of the Postal Ballot Notice and Postal Ballot Form have been sent to all members whose email IDs are registered with the Company/Depository Participants on 17<sup>th</sup> November, 2017. The said documents are being uploaded on the website of the Company viz; www.mitconindia.com also on website of NSDL viz; https://www.evoting.nsdl.com. Physical Copies of the Postal Ballot Notice, Postal Ballot Form and self-addressed pre-paid postage Business Reply envelope have been sent to all the members at their registered address through the permitted mode. The Company has completed dispatch of the notice along with postal ballot forms and self-addressed pre-paid postage Business Reply Envelope on 24<sup>th</sup> November, 2017.

The facility to exercise vote by postal ballot, including e-voting, will be available during the following period:

Commencement of voting : From 9.00 a.m. (IST) on 27<sup>th</sup> November, 2017

End of voting : Up to 5.00 p.m. (IST) on 26<sup>th</sup> December, 2017

Mr. Sridhar Mudaliar, Partner, SVD & Associates, Practicing Company Secretary, has been appointed as the Scrutinizer ("the Scrutinizer") for conducting the postal ballot / e-voting process in a fair and transparent manner. E-voting shall be disabled by NSDL after 5.00 p.m. (IST) on 26<sup>th</sup> December, 2017 for voting. If any Member casts his vote by electronic means or if any Postal Ballot Form is received after 26<sup>th</sup> December, 2017, then that vote (by post or electronic means) will not be considered as valid vote and will be treated as if the reply from the Member(s) has not been received.

In case of any queries/grievances, Members may refer the Frequently Asked Questions (FAQs) for Members and remote e-voting user manual for Members available at the downloads section of www.evoting.nsdl.com or call on toll free no.: 1800-222-990.

In case of any queries/grievances in relation to Postal Ballot, members can address the query /grievances to:

- 1) Dr. Pradeep Bavadekar, Managing Director, Regd. Office: First Floor, Kubera Chambers, Shivajinagar, Pune-411 005 Phone: +91-20-2553 4322, 2553 3309, Fax: +91-20-2553 3206; Email Id : cs@mitconindia.com
- 2) Company's Registrar and Transfer Agent, M/s Link Intime India Private Limited, Block No. 202, 2nd Floor, Akshay Complex, Near Ganesh Temple, Off. Dhole Patil Road, Pune 411 001, E-mail: pune@linkintime.co.in.

Members who have not received the postal ballot form or who received the postal ballot form by e-mail and who wish to vote through physical Postal Ballot Form or a duplicate thereof, the Member may write or e-mail to the Company Secretary to Registrar and Transfer Agent of the Company on contact details given in the foregoing paragraph and obtain duplicate Postal Ballot Form or the Postal ballot form can be downloaded from Company's website viz. www.mitconindia.com.

Place: Pune  
Date: 27<sup>th</sup> November, 2017

**For MITCON Consultancy &  
Engineering Service Limited**  
Sd/-  
**Dr. Pradeep Bavadekar**  
Managing Director