

**NOTICE OF 20th ANNUAL GENERAL MEETING,  
REMOTE E-VOTING AND BOOK CLOSURE INFORMATION**

Notice is hereby given that:

1. The 20th Annual General Meeting (AGM) of Members of the Company will be held on Saturday, September 29, 2018 at 11:30 A.M IST at the registered office of the Company at 10/5, I.T Park, Nagpur-440022 to transact the business as set forth in the Notice of the Meeting dated September 04, 2018.
2. Electronic copies of the Notice of AGM along with the attendance slip and proxy form and the Annual Report for financial year 2017-18 have been sent to all the members whose email IDs are registered with the Company/Depository Participant(s). The same are also available on the website of the Company at [www.ceinsys.com](http://www.ceinsys.com). The Notice of AGM and Annual Report for financial year 2017-18 has been sent to all other members at their registered address in the permitted mode. The dispatch of notice of AGM has been completed on September 06, 2018.
3. Pursuant to the provisions of Section 108 of the Companies Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rules, 2014 as amended and Regulation 44 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, Members holding shares either in physical form or dematerialised form, as on the cut-off date (September 23, 2018) may cast their vote electronically on the business set forth in the Notice of the AGM through electronic voting system provided by Central Depository Services (India) Limited (CDSL) from a place other than venue of the AGM ("remote e-voting"). All the members are informed that:
  - i. The business as set forth in the Notice of AGM may be transacted through voting by electronic means;
  - ii. The remote e-voting shall commence on September 26, 2018 at 10:00 a.m. (IST);
  - iii. The remote e-voting shall end on September 28, 2018 at 05:00 p.m. (IST);
  - iv. The cut-off date for determining the eligibility to vote by electronic means or at the AGM is September 23, 2018;
  - v. E-voting by electronic mode shall not be allowed beyond 05:00 p.m. (IST) on September 28, 2018;
  - vi. Any person, who acquires shares of the Company and becomes member of the Company after dispatch of the notice of the AGM and holding shares as of the cut-off date i.e September 23, 2018 and who have not updated their PAN with the Depository Participant can send an email to [cs@ceinsys.com](mailto:cs@ceinsys.com) and [investor@bigshareonline.com](mailto:investor@bigshareonline.com) for login ID and password;
  - vii. The Notice of AGM is available on the Company's website [www.ceinsys.com](http://www.ceinsys.com);
  - viii. In case of queries, Members may contact: Mr. Jinesh Vora, Company Secretary;  
Email ID- [cs@ceinsys.com](mailto:cs@ceinsys.com); Tel: +91-712-3014100
4. Pursuant to Section 91 of the Companies Act, 2013 read with Rule 10 of the Companies (Management and Administration) Rules, 2014 and Regulation 42 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 the Register of Members and the Share Transfer books of the Company will remain closed from September 24, 2018 to September 29, 2018 (both days inclusive) for annual closing and determining the entitlement of shareholders to the final dividend for 2018.

**For Ceinsys Tech Limited**

Sd/-

**Mr. Sagar Meghe**

Chairman and Managing Director

**Date:** September 07, 2018

**Place:** Nagpur, India