



Quay Intech

World of Possibilities

NOTICE

Notice is hereby given that the 3rd Annual General Meeting of the Members of Quay Intech Private Limited will be held on Monday, December 21, 2020 at 4:00 PM at the registered office of the Company at B-95, Wazirpur Industrial Area, Delhi- 110052 to transact the following business:

ORDINARY BUSINESS:

1. To receive, consider and adopt the audited standalone financial statements of the Company for the period ended March 31, 2020 and the reports of the Board of Directors ('the Board') and auditors thereon.

By Order of the Board of Directors
Quay Intech Private Limited



Ankur Aggarwal
Director
(DIN: 00074325)

Add: B-95, Wazirpur Industrial Area,
Delhi- 110052

Date: September 25, 2020
Place: New Delhi

Quay Intech Private Ltd.

AIHP Tower, 249G, A-Wing, Udyog Vihar, Phase - 4, Gurugram - 122015
T +91124 4556888 | www.quayintech.com

CIN No.: U72200DL2017PTC319913 || Regd. Office: B-95, Wazirpur Industrial Area, North Delhi - 110052 IN

Notes:

1. **A MEMBER ENTITLED TO ATTEND AND VOTE AT THE MEETING IS ENTITLED TO APPOINT A PROXY TO ATTEND AND VOTE INSTEAD OF HIMSELF /HERSELF AND THE PROXY NEED NOT BE A MEMBER OF THE COMPANY. THE INSTRUMENT OF PROXY / PROXIES, IN ORDER TO BE EFFECTIVE MUST BE DEPOSITED AT THE REGISTERED OFFICE OF THE COMPANY, DULY COMPLETED AND SIGNED, NOT LESS THAN FORTY-EIGHT (48) HOURS BEFORE THE COMMENCEMENT OF THE MEETING. A PROXY FORM IS ENCLOSED WITH THIS NOTICE.**
2. A person can act as proxy on behalf of members not exceeding fifty (50) and holding in aggregate not more than 10% of the total share capital of the Company carrying voting rights. A member holding more than 10% of the total share capital of the Company carrying voting rights may appoint a single person as proxy and such person shall not act as proxy for any other person or shareholder.
3. The attendance slip and Proxy Form are placed at the end of this Notice. Members/Proxies are requested to bring duly filled attendance slip/proxy form at the meeting.
4. The Register of Directors and their shareholding, maintained u/s 170 of the Companies Act, 2013 and Register of Contracts or Arrangements in which Directors are interested maintained u/s 189 of the Companies Act, 2013 and all other documents referred to in the notice and explanatory statement, will be available for inspection by the members of the Company at Registered office of the Company during business hours i.e. from 10:00 A.M. to 04:00 P.M. (except on Saturday and Sunday) up to the date of Annual General Meeting and will also be available during the Annual General Meeting.
5. The route map and prominent landmark for the venue of the Annual General Meeting is given at the end of the Notice.



ATTENDANCE SLIP

Name of the Company: Quay Intech Private Limited

Registered Office: B-95, Wazirpur Industrial Area, Delhi-110052

CIN: U72200DL2017PTC319913; **Email:** investor@crystalcrop.com; **Telephone:** 011- 49007293;

Website: www.quayintech.com

3rd Annual General Meeting of Members of Quay Intech Private Limited dated Monday, December 21, 2020 at 4:00 PM

***DP ID Client ID No. /Folio No:**

No of Share(s) held.

Name of the Member/Proxy:

Address of the Member/Proxy:

I/we certify that I/we am/are member(s)/proxy for the member(s) of the Company.

I hereby record my/our presence at the 3rd Annual General Meeting of the Company being held on Monday, December 21, 2020 at 4:00 PM at B-95, Wazirpur Industrial Area, Delhi-110052.

Signature of First holder/Proxy/Authorised Representative

Signature of 1st Joint holder

Signature of 2nd Joint holder

*Applicable for member holding shares in electronic form

Note(s):

- 1. Please sign this attendance slip and hand it over at the Attendance Verification Counter at the MEETING VENUE.*
- 2. Only shareholders of the company and/or their Proxy will be allowed to attend the Meeting.*



PROXY FORM

[Pursuant to section 105(6) of the Companies Act, 2013 and rule 19(3) of Companies (Management and Administration) Rules, 2014- Form No. MGT-11]

QUAY INTECH PRIVATE LIMITED
(CIN U72200DL2017PTC319913)

Email: investor@crystalcrop.com; **Telephone:** 011-49007293; **Website:** www.quayintech.com

3rd Annual General Meeting- Monday, December 21, 2020 at 4:00 PM

Name of the member(s):	
Registered Address:	
Email Id:	
Folio No/ Client Id:	
DP ID:	

I/ We, being the member(s) of _____ shares of Quay Intech Private Limited, hereby appoint:

1) Name: _____
Address: _____ E-mail id _____
Signature _____ or failing him/her;

2) Name: _____
Address: _____ E-mail id _____
Signature _____ or failing him/her;

3) Name: _____
Address: _____ E-mail id _____
Signature _____ or failing him/her;

as my/our proxy to attend and vote (on a poll) for me/ us and on my/our behalf at the 2nd Annual General Meeting of the Company, to be held Monday, December 21, 2020 at 4:00 P.M at Registered Office, B-95, Wazirpur Industrial Area, Delhi-110052 and at any adjournment thereof in respect of such resolutions as are indicated below:

Resolution Number	Description	Optional*	
		For	Against
Ordinary Business			
1.	To receive, consider and adopt the audited standalone financial statements of the Company for the period ended March 31, 2020 the reports of the Board of Directors ('the Board') and auditors thereon.		

Signed thisday2020
Signature of Shareholder(s) _____
Signature of Proxy holder(s) _____

Affix Revenue Stamp of Rs. 1

Notes:

- (1) This form of proxy in order to be effective should be duly completed and deposited at the Registered Office of the Company not less than 48 hours before the commencement of the meeting.
- (2) *It is optional to put a 'X' in the appropriate column against the Resolutions indicated in the Box, if you leave the 'For' or 'Against' column blank against any or all Resolutions, your Proxy will be entitled to vote in the manner as he/she thinks appropriate.
- (3) Please complete all details including details of member(s) in above box before submission.
- (4) For the Resolutions, Explanatory Statement and Notes, please refer to the Notice of the 2nd Annual General Meeting.



ROUTE MAP TO THE VENUE OF THE ANNUAL GENERAL MEETING

**Venue: Quay Intech Private Limited
B-95, Wazirpur Industrial Area, Delhi-110052
Landmark: Royal Pepper Banquets**

