

# KWALITY CREDIT & LEASING LTD.

Regd. Office:- 7, Lyons Range, 3<sup>rd</sup> Floor, Room No. 9 & 10, Kolkata - 700 001  
Phone- 9681634539, E-Mail Id - [kwalitycredit50@yahoo.com](mailto:kwalitycredit50@yahoo.com), Website [www.kwalitycredit.com](http://www.kwalitycredit.com)  
CIN-L65921WB1992PLC056686

## NOTICE

**NOTICE** is hereby given that the 29<sup>th</sup> Annual General Meeting (AGM) of the Members of the Company will be held on Thursday, 30<sup>th</sup> Day of September, 2021 at 11.00 a.m. at the Registered Office of the Company at 7, Lyons Range, 3<sup>rd</sup> Floor, Room No. 9 & 10, Kolkata-700 001 (please refer to the Map Direction Guide of the AGM venue, as provided in this Notice) to transact the following business:

### ORDINARY BUSINESS:

1. To receive, consider and adopt the Standalone Audited Financial Statement for the financial year ended March 31, 2021 and the Reports of the Auditors and Directors thereon for the financial year ended March 31, 2021.
2. To re-appoint a Director in place of Mr. Bhagwan Das Soni (DIN- 02308414), who retires by rotation, and being eligible, seeks re-appointment as a Director of the Company.

Place : Kolkata  
Date : 04.09.2021

**By Order of the Board  
For Kwality Credit & Leasing Ltd.  
Amu Thapa  
Director  
DIN-00674928**

### NOTES:

1. In view of the outbreak of the COVID-19 pandemic, social distancing is required to be maintained throughout the meeting and entry in the meeting hall will not be allowed without wearing a mask. In this connection, the Company will abide by all statutory norms and regulations while holding the meeting.
2. **A MEMBER ENTITLED TO ATTEND AND VOTE AT THE MEETING IS ENTITLED TO APPOINT A PROXY TO ATTEND AND VOTE INSTEAD OF HIMSELF AND SUCH PROXY NEED NOT BE A MEMBER OF THE COMPANY. PROXIES IN ORDER TO BE EFFECTIVE MUST BE RECEIVED BY THE COMPANY NOT LESS THAN 48 HOURS BEFORE THE MEETING.**  
**A PERSON CAN ACT AS PROXY ON BEHALF OF MEMBERS NOT EXCEEDING FIFTY(50) AND HOLDING IN THE AGGREGATE NOT MORE THAN TEN PERCENTAGE OF THE TOTAL SHARE CAPITAL OF THE COMPANY CARRYING VOTING RIGHTS. A MEMBER HOLDING MORE THAN TEN PERCENTAGE 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. During the period beginning 24 hours before the time fixed for the commencement of the meeting and ending with the conclusion of the meeting, a member would be entitled to inspect the proxies lodged at any time during the business hours of the Company, provided that not less than three days of notice in writing is given to the Company.
4. Corporate members are requested to send to the Company, a copy of the Board Resolution, duly certified, authorizing their respective representatives to attend and vote at the Annual General Meeting.

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5. Pursuant to the provisions of the Secretarial Standard-2 issued by the Institute of Company Secretaries of India (ICSI), a route map (direction guide) of the AGM venue alongwith the landmark is appended to the Notice for a quick reference of the members.
6. We request the shareholders to update their email address with their depository participant to ensure that the annual reports and other documents reaches them on their preferred email address. Shareholders holding shares in physical form may intimate us their e-mail address along with name, address and folio no. for registration at [kwalitycredit50@yahoo.com](mailto:kwalitycredit50@yahoo.com) .
7. Documents, if any, referred to in the accompanied Notice, are open for inspection at the Registered Office of the Company on all working days during office working hours upto the date of the AGM. Members seeking to inspect the documents in electronic mode can e-mail their request at: [kwalitycredit50@yahoo.com](mailto:kwalitycredit50@yahoo.com) . The same will be replied by the Company suitably.
8. The Explanatory Statement as required under Section 102 of the Companies Act, 2013, in respect of business Item No. 3 is annexed hereto.
9. Additional details of person seeking appointment / re- appointment, as required in sub-regulation (3) of Regulation 36 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (hereinafter referred to as "Listing Regulations") and the Secretarial Standard on General Meetings (SS-2) is annexed hereto. Requisite declarations have been received from the Directors in this regard.
10. Members may visit the Company's corporate website to view the Financial Statements or access information pertaining to the Company. Queries, if any, should be sent at least 10 days before the AGM to Mr. Bhagwan Das Soni (DIN: 02308414), Managing Director, at the Registered Office of the Company.
11. Register of Members and Share Transfer Books of the Company in respect of Equity Shares shall remain closed from the 24<sup>th</sup> September, 2021 to the 30<sup>th</sup> September, 2021 (both days inclusive) for the purpose of AGM.
12. Members holding shares in physical form are requested to notify immediately any change in their address, including Pin code, etc. to the Company's Registrar and Share Transfer Agent ("RTA") - M/s. M/s. CB Managements Services Pvt. Ltd., P-22, Bondel Road, Kolkata-700 019, E-Mail ID: [rtta@cbmsl.com](mailto:rtta@cbmsl.com), Phone No.033-2280/6692/93/94/2486, 4011-6700/6717, Fax-033-22870263. Members holding shares in electronic form are requested to intimate immediately any change in their address with pin code or bank mandates to their Depository Participants with whom they are maintaining their demat accounts.
13. In case, the mailing address mentioned in this Annual Report is without the PIN CODE, members are requested to kindly inform their PIN CODE immediately.
14. Non- Resident Indian Shareholders are requested to inform the Company immediately:
  - a. the change in residential status on return to India for permanent settlement.
  - b. the particulars of NRE Bank Account maintained in India with complete name and address of the Bank, if not furnished earlier.
15. Pursuant to Section 72 of the Companies Act, 2013, members holding shares in physical form are advised to file nomination in the prescribed Form SH-13 with the Company's Registrar & Share Transfer Agent. In respect of shares held in electronic/ demat form, the members may please contact their respective depository participant.

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16. The Securities and Exchange Board of India (SEBI) has mandated the submission of Permanent Account Number (PAN) by every participant in the securities market. Members holding shares in electronic form are, therefore requested to submit their PAN to their depository participants. Members holding shares in physical form can submit their PAN to the Company's Registrar M/s. M/s. CB Managements Services Pvt. Ltd., P-22, Bondel Road, Kolkata-700 019, E-Mail ID: [ta@cbmsl.com](mailto:ta@cbmsl.com), Phone No.033-2280/6692/93/94/2486, 4011-6700/6717, Fax-033-22870263. Requisite Form in this regard, is annexed to the Notice.
17. SEBI has amended relevant provisions of the Listing Regulations to debar listed companies from accepting request for transfer of securities which are held in physical form, with effect from April 1, 2019. The shareholders who continue to hold shares and other types of securities of listed companies in physical form even after this date, will not be able to lodge the shares with company / its RTA for further transfer. They will need to convert them to demat form compulsorily if they wish to effect any transfer. Only the requests for transmission and transposition of securities in physical form will be accepted by the listed companies / their RTAs. All shareholders holding shares in physical form have been duly notified of the same by Postal mode of communication and have been provided with the requisite form for furnishing PAN and Bank details.
18. Members who are holding shares in identical order or names in more than one folio are requested to send the Company/Registrar and Share Transfer Agent, the details of such folios together with the Share Certificates for consolidating their holdings in one such folio.
19. Members are requested to quote their Folio number/DP I.D. and Client I.D. in all correspondence.
20. Members holding share in dematerialized form are requested to bring their Depository Account No. and Client ID. No. for identification.
21. Members are requested to note that trading in Securities of the Company are compulsorily in dematerialized form only. Hence members who are yet to dematerialize their shares are advised to do so. Presently, trading in the securities of the Company has been suspended by the Stock Exchange(s). due to penal reasons.
22. The Company has not declared any dividend and hence, the requirement of transfer of unclaimed dividend to the Investor Education and Protection Fund (IEPF) is not applicable for the Company.
23. The Company has designated an exclusive e-mail id, viz: [kwalitycredit50@yahoo.com](mailto:kwalitycredit50@yahoo.com) to enable investors to register their complaints/queries, if any. Alternatively, the members may also write to Mr. Bhagwan Das Soni (DIN: 02308414), Managing Director, at the Registered Office of the Company (Phone Number: 9681634539), for the redressal of their queries/redressal of complaints.
24. The business set out in the notice will be transacted through remote e-voting and Voting through Ballot at the Annual General Meeting. Instructions and other information relating to e-voting are given in the notice under note number 25.

## 25. Voting Through Electronic Means :

- I. 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 & Disclosure Requirements) Regulations 2015 (as amended), the MCA Circulars and in terms of the SEBI Circular Circular No. SEBI/HO/CFD/CMD/CIR/P/2020/242 dated 09.12.2020 regarding e-voting Facility provided by Listed Entities, the Company is providing facility of remote e-

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voting to its Members in respect of the business to be transacted at the AGM. For this purpose, the Company has entered into an agreement with Central Depository Services (India) Limited (CDSL) for facilitating voting through electronic means, as the authorized e-Voting's agency. The facility of casting votes by a member using remote e-voting as well as the e-voting system on the date of the AGM will be provided by CDSL.

- II. The facility for voting either through voting system or ballot paper shall be made available at the AGM and the members attending the meeting who have not cast their vote by remote e-voting shall be able to exercise their right at the meeting through ballot paper. The members who have cast their vote by remote e-voting prior to the AGM may also attend the AGM but shall not be entitled to cast their vote again.
- III. The process and manner for remote e-voting are as under:

- (i) The remote e-voting period begins on 27<sup>th</sup> September, 2021 at 9.00 a.m. (IST) and ends on 29<sup>th</sup> September 2021 at 5.00 p.m. (IST). During this period shareholders' of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date of 23<sup>rd</sup> September, 2021, may cast their vote by remote e-voting. The remote e-voting module shall be disabled by CDSL for voting thereafter.
- (ii) Pursuant to SEBI Circular No. SEBI/HO/CFD/CMD/CIR/P/2020/242 dated 09.12.2020, under Regulation 44 of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, listed entities are required to provide remote e-voting facility to its shareholders, in respect of all shareholders' resolutions. However, it has been observed that the participation by the public non-institutional shareholders/retail shareholders is at a negligible level.

Currently, there are multiple e-voting service providers (ESPs) providing e-voting facility to listed entities in India. This necessitates registration on various ESPs and maintenance of multiple user IDs and passwords by the shareholders.

In order to increase the efficiency of the voting process, pursuant to a public consultation, it has been decided to enable e-voting to **all the demat account holders, by way of a single login credential, through their demat accounts/ websites of Depositories/ Depository Participants**. Demat account holders would be able to cast their vote without having to register again with the ESPs, thereby, not only facilitating seamless authentication but also enhancing ease and convenience of participating in e-voting process.

- (iii) In terms of SEBI circular no. SEBI/HO/CFD/CMD/CIR/P/2020/242 dated December 9, 2020 on e-Voting facility provided by Listed Companies, Individual shareholders holding securities in demat mode are allowed to vote through their demat account maintained with Depositories and Depository Participants. Shareholders are advised to update their mobile number and email Id in their demat accounts in order to access e-Voting facility.

Pursuant to above said SEBI Circular, Login method for e-Voting **for Individual shareholders holding securities in Demat mode** is given below:

Type of shareholders	Login Method
Individual Shareholders holding securities in Demat mode with CDSL	<p>1) Users who have opted for CDSL Easi / Easiest facility, can login through their existing user id and password. Option will be made available to reach e-Voting page without any further authentication. The URL for users to login to Easi / Easiest are <a href="https://web.cdslindia.com/myeasi/home/login">https://web.cdslindia.com/myeasi/home/login</a> or visit <a href="http://www.cdslindia.com">www.cdslindia.com</a> and click on Login icon and select New System Myeasi.</p> <p>2) After successful login the Easi / Easiest user will be able to see the e-Voting option for eligible companies where the e-voting is in progress as per the information provided by company. On clicking the e-voting option, the user will</p>

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	<p>be able to see e-Voting page of the e-Voting service provider for casting your vote during the remote e-Voting period. Additionally, there is also links provided to access the system of all e-Voting Service Providers i.e. CDSL/NSDL/KARVY/LINKINTIME, so that the user can visit the e-Voting service providers' website directly.</p> <p>3) If the user is not registered for Easi/Easiest, option to register is available at <a href="https://web.cdslindia.com/myeasi/Registration/EasiRegistration">https://web.cdslindia.com/myeasi/Registration/EasiRegistration</a></p> <p>4) Alternatively, the user can directly access e-Voting page by providing Demat Account Number and PAN No. from a e-Voting link available on <a href="http://www.cdslindia.com">www.cdslindia.com</a> home page. The system will authenticate the user by sending OTP on registered Mobile &amp; Email as recorded in the Demat Account. After successful authentication, user will be able to see the e-Voting option where the e-voting is in progress and also able to directly access the system of all e-Voting Service Providers.</p>
<p>Individual Shareholders holding securities in demat mode with <b>NSDL</b></p>	<p>1) If you are already registered for NSDL IDeAS facility, please visit the e-Services website of NSDL. Open web browser by typing the following URL: <a href="https://eservices.nsd.com">https://eservices.nsd.com</a> either on a Personal Computer or on a mobile. Once the home page of e-Services is launched, click on the "Beneficial Owner" icon under "Login" which is available under 'IDeAS' section. A new screen will open. You will have to enter your User ID and Password. After successful authentication, you will be able to see e-Voting services. Click on "Access to e-Voting" under e-Voting services and you will be able to see e-Voting page. Click on company name or e-Voting service provider name and you will be re-directed to e-Voting service provider website for casting your vote during the remote e-Voting period.</p> <p>2) If the user is not registered for IDeAS e-Services, option to register is available at <a href="https://eservices.nsd.com">https://eservices.nsd.com</a>. Select "Register Online for IDeAS "Portal or click at <a href="https://eservices.nsd.com/SecureWeb/IdeasDirectReg.jsp">https://eservices.nsd.com/SecureWeb/IdeasDirectReg.jsp</a></p> <p>3) Visit the e-Voting website of NSDL. Open web browser by typing the following URL: <a href="https://www.evoting.nsd.com/">https://www.evoting.nsd.com/</a> either on a Personal Computer or on a mobile. Once the home page of e-Voting system is launched, click on the icon "Login" which is available under 'Shareholder/Member' section. A new screen will open. You will have to enter your User ID (i.e. your sixteen digit demat account number hold with NSDL), Password/OTP and a Verification Code as shown on the screen. After successful authentication, you will be redirected to NSDL Depository site wherein you can see e-Voting page. Click on company name or e-Voting service provider name and you will be redirected to e-Voting service provider website for casting your vote during the remote e-Voting period.</p>
<p>Individual Shareholders (holding securities in demat mode) login through their <b>Depository Participants</b></p>	<p>You can also login using the login credentials of your demat account through your Depository Participant registered with NSDL/CDSL for e-Voting facility. After Successful login, you will be able to see e-Voting option. Once you click on e-Voting option, you will be redirected to NSDL/CDSL Depository site after successful authentication, wherein you can see e-Voting feature. Click on company name or e-Voting service provider name and you will be redirected to e-Voting service provider website for casting your vote during the remote e-Voting period.</p>

**Important note:** Members who are unable to retrieve User ID/ Password are advised to use Forget User ID and Forget Password option available at abovementioned website.

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## **Helpdesk for Individual Shareholders holding securities in demat mode for any technical issues related to login through Depository i.e. CDSL and NSDL**

Login type	Helpdesk details
Individual Shareholders holding securities in Demat mode with <b>CDSL</b>	Members facing any technical issue in login can contact CDSL helpdesk by sending a request at <a href="mailto:helpdesk.evoting@cdslindia.com">helpdesk.evoting@cdslindia.com</a> or contact at 022- 23058738 and 22-23058542-43.
Individual Shareholders holding securities in Demat mode with <b>NSDL</b>	Members facing any technical issue in login can contact NSDL helpdesk by sending a request at <a href="mailto:evoting@nsdl.co.in">evoting@nsdl.co.in</a> or call at toll free no.: 1800 1020 990 and 1800 22 44 30

### **(iv) Login method for e-Voting for shareholders other than individual shareholders holding in Demat form & physical shareholders.**

1. The shareholders should log on to the e-voting website [www.evotingindia.com](http://www.evotingindia.com).
2. Click on "Shareholders" module.
3. Now Enter your User ID
  - a. For CDSL: 16 digits beneficiary ID,
  - b. For NSDL: 8 Character DP ID followed by 8 Digits Client ID,
  - c. Shareholders holding shares in Physical Form should enter Folio Number registered with the Company.
4. Next enter the Image Verification as displayed and Click on Login.
5. If you are holding shares in demat form and had logged on to [www.evotingindia.com](http://www.evotingindia.com) and voted on an earlier voting of any company, then your existing password is to be used.
6. If you are a first time user follow the steps given below:

	<b>For Shareholders holding shares in Demat Form other than individual and Physical Form</b>
PAN	Enter your 10 digit alpha-numeric PAN issued by Income Tax Department (Applicable for both demat shareholders as well as physical shareholders) <ul style="list-style-type: none"><li>• Shareholders who have not updated their PAN with the Company/Depository Participant are requested to use the sequence number sent by Company/RTA or contact Company/RTA.</li></ul>
Dividend Bank Details <b>OR</b> Date of Birth (DOB)	Enter the Dividend Bank Details or Date of Birth (in dd/mm/yyyy format) as recorded in your demat account or in the company records in order to login. <ul style="list-style-type: none"><li>• If both the details are not recorded with the depository or company, please enter the member id / folio number in the Dividend Bank details field as mentioned in instruction (v).</li></ul>

- (v) After entering these details appropriately, click on "SUBMIT" tab.
- (vi) Shareholders holding shares in physical form will then directly reach the Company selection screen. However, shareholders holding shares in demat form will now reach 'Password Creation' menu wherein they are required to mandatorily enter their login password in the new password field. Kindly note that this password is to be also used by the demat holders for voting for resolutions of any other company on which they are eligible to vote, provided that company opts for e-voting through CDSL platform. It is strongly recommended not to share your password with any

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other person and take utmost care to keep your password confidential.

- (vii) For shareholders holding shares in physical form, the details can be used only for e-voting on the resolutions contained in this Notice.
- (viii) Click on the EVSN for the relevant Company Name i.e. **KWALITY CREDIT & LEASING LTD** on which you choose to vote.
- (ix) On the voting page, you will see “RESOLUTION DESCRIPTION” and against the same the option “YES/NO” for voting. Select the option YES or NO as desired. The option YES implies that you assent to the Resolution and option NO implies that you dissent to the Resolution.
- (x) Click on the “RESOLUTIONS FILE LINK” if you wish to view the entire Resolution details.
- (xi) After selecting the resolution you have decided to vote on, click on “SUBMIT”. A confirmation box will be displayed. If you wish to confirm your vote, click on “OK”, else to change your vote, click on “CANCEL” and accordingly modify your vote.
- (xii) Once you “CONFIRM” your vote on the resolution, you will not be allowed to modify your vote.
- (xiii) You can also take a print of the votes cast by clicking on “Click here to print” option on the Voting page.
- (xiv) If a demat account holder has forgotten the login password then Enter the User ID and the image verification code and click on Forgot Password & enter the details as prompted by the system.
- (xv) **Facility for Non – Individual Shareholders and Custodians-Remote e-voting**
  - Non-Individual shareholders (i.e. other than Individuals, HUF, NRI etc.) and Custodians are required to log on to [www.evotingindia.com](http://www.evotingindia.com) and register themselves in the “Corporates” module.
  - A scanned copy of the Registration Form bearing the stamp and sign of the entity should be emailed to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com).
  - After receiving the login details a Compliance User should be created using the admin login and password. The Compliance User would be able to link the account(s) for which they wish to vote on.
  - The list of accounts linked in the login should be mailed to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com) and on approval of the accounts they would be able to cast their vote.
  - A scanned copy of the Board Resolution and Power of Attorney (POA) which they have issued in favour of the Custodian, if any, should be uploaded in PDF format in the system for the scrutinizer to verify the same.
  - Alternatively Non Individual shareholders are required to send the relevant Board Resolution/ Authority letter etc. together with attested specimen signature of the duly authorized signatory who are authorized to vote, to the Scrutinizer and to the Company at the email address viz; [kwalitycredit50@yahoo.com](mailto:kwalitycredit50@yahoo.com) (designated email address by company), if they have voted from individual tab & not uploaded same in the CDSL e-voting system for the scrutinizer to verify the same.
- (xvi) Only those shareholders, who are present in the AGM and have not casted their vote on the Resolutions through remote e-Voting and are otherwise not barred from doing so, shall be eligible to vote during the AGM.

## **PROCESS FOR THOSE SHAREHOLDERS WHOSE EMAIL / MOBILE NO. ARE NOT REGISTERED WITH THE COMPANY / DEPOSITORIES.**

1. For Physical shareholders- please provide necessary details like Folio No., Name of shareholder,

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scanned copy of the share certificate (front and back), PAN (self attested scanned copy of PAN card), AADHAR (self attested scanned copy of Aadhar Card) by email to [kwalitycredit50@yahoo.com](mailto:kwalitycredit50@yahoo.com) / [rt@cbmsl.com](mailto:rt@cbmsl.com) .

2. For Demat shareholders - Please update your email id & mobile no. with your respective Depository Participant (DP).

3. For Individual Demat shareholders – Please update your email id & mobile no. with your respective Depository Participant (DP) which is mandatory while e-Voting, through Depository.

If you have any queries or issues regarding e-Voting from the CDSL e-Voting System, you can write an email to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com) or contact at 022-23058738 and 022-23058542/43.

All grievances connected with the facility for voting by electronic means may be addressed to Mr. Rakesh Dalvi, Sr. Manager, (CDSL ) Central Depository Services (India) Limited, A Wing, 25<sup>th</sup> Floor, Marathon Futorex, Mafatlal Mill Compounds, N M Joshi Marg, Lower Parel (East), Mumbai - 400013 or send an email to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com) or call on 022-23058542/43.

26. Shareholders who have already voted prior to the meeting date would not be entitled to vote at the meeting venue.
27. Institutional Members / Bodies Corporate (i.e. other than individuals, HUF, NRI etc.) are required to send scanned copy (PDF/JPG Format) of the relevant Board Resolution / Authority letter etc. together with attested specimen signature of the duly authorized signatory(ies) who are authorized to vote through e- mail at [csamitjajodia@gmail.com](mailto:csamitjajodia@gmail.com) with a copy marked to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com) on or before 29<sup>th</sup> September,2021 upto 5.00 p.m. without which the vote shall not be treated as valid.
28. The voting rights of shareholders shall be in proportion to their shares of the paid up equity share capital of the Company as on the cut-off date of 23<sup>rd</sup> September,2021. A person who is not a member as on cut- off date should treat this notice for information purpose only.
29. Only those members who attend the AGM, holding shares either in physical form or in dematerialized form, and are entitled to vote as on the cut-off date of 23<sup>rd</sup> September,2021, but have not exercised their right to vote by electronic means, can cast their vote at the Annual General Meeting. In case of joint holders attending the Meeting, only such joint holder who is higher in the order of names will be entitled to vote, provided the votes are not already cast by remote e-voting by the first holder.
30. Members holding shares in physical mode: are requested to provide the scanned self-attested copy of PAN Card & address proof to the Company by e-mail at: [kwalitycredit50@yahoo.com](mailto:kwalitycredit50@yahoo.com) for registering their e-mail id. Members holding shares in Demat mode are requested to update their e-mail id with their respective depositories.
31. The shareholders shall have one vote per equity share held by them as on the cut-off date of 23<sup>rd</sup> September,2021.
32. Investors who became members of the Company subsequent to the dispatch of the Notice / Email and hold the shares as on the cut-off date i.e. 23<sup>rd</sup> September,2021, are requested to send the written/ email communication to Company at [kwalitycredit50@yahoo.com](mailto:kwalitycredit50@yahoo.com) or its Registrar and Share Transfer Agent at [rt@cbmsl.com](mailto:rt@cbmsl.com) by mentioning their Folio No. / DP ID and Client ID to obtain the Login-ID and Password for e-voting.
33. Mr. Amit Jajodia, Practicing Company Secretary in Practice (Certificate of Practice Number 14303, Membership No. 37613) has been appointed as the Scrutinizer to scrutinize the



# **KWALITY CREDIT & LEASING LTD.**

Regd. Office:- 7, Lyons Range, 3<sup>rd</sup> Floor, Room No. 9 & 10, Kolkata - 700 001  
Phone- 9681634539, E-Mail Id - [kwalitycredit50@yahoo.com](mailto:kwalitycredit50@yahoo.com), Website [www.kwalitycredit.com](http://www.kwalitycredit.com)  
CIN-L65921WB1992PLC056686

remote e-voting process and voting at the AGM in a fair and transparent manner. The Scrutinizer will submit, not later than 48 hours of conclusion of the AGM, a consolidated Scrutinizer's Report of the total votes cast in favour or against, if any, to the Chairman of the Company or a person authorized by him in writing, who shall countersign the same and declare the result of the voting forthwith.

34. The Results declared along with the Scrutinizer's Report shall be placed on the Company's website [www.kwalitycredit.com](http://www.kwalitycredit.com) and on the website of CDSL. The same will be communicated to the Stock Exchange (s) where the Equity Shares of the Company are listed.

Place Kolkata  
Date: 04.09.2021

**By Order of the Board  
For Kwality Credit & Leasing Ltd.  
Amu Thapa  
Director  
DIN-00674928**

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CIN-L65921WB1992PLC056686

## ANNEXURE TO THE NOTICE

### DETAILS OF DIRECTORS SEEKING APPOINTMENT/RE-APPOINTMENT - PURSUANT TO REGULATION 36(3) OF SEBI (LISTING OBLIGATIONS AND DISCLOSURE REQUIREMENTS) REGULATIONS, 2015 AND THE SECRETARIAL STANDARD ON GENERAL MEETINGS (SS-2).

<b>Name of the Director</b>	Mr. Bhagwan Das Soni (DIN-02308414)
<b>Nature of Directorship</b>	Executive Non- Independent Managing Director
<b>Date of Birth</b>	14/11/1965
<b>Date of first Appointment on the Board.</b>	a) Date of first appointment on the Board:- 09/07/2012. b) Date of appointment as a Managing Director :- 01/01/2013 c) Date of re-appointment as a Managing Director :- 01/01/2020
<b>Age</b>	56 years.
<b>Terms and conditions of appointment / re-appointment.</b>	Executive Non- Independent Managing Director, liable to retire by rotation.
<b>Details of remuneration sought to be paid</b>	Entitled to receive remuneration of Rs. 3,60,000/- p.a.
<b>Remuneration last drawn</b>	Rs. 3,60,000/- p.a.
<b>Brief Resume &amp; Experience and nature of his expertise in specific functional areas.</b>	21 years of work experience in the fields of Finance and Medicine. Since his appointment, he has been playing a pivotal role in the Management of the Company. His foresightedness coupled with his innovative skills, have paved the way for a bright future for the Company.
<b>Qualification</b>	B. Com
<b>Number of shares held in the Company as on 31/03/2021 alongwith shareholding as a beneficial owner.</b>	Nil
<b>Names of other companies/LLPs in which the person also holds the directorship/ is a Partner/ Designated Partner.</b>	1.Wonderland Paper Suppliers Pvt. Ltd. 2.Zonal Commercial Pvt. Ltd. 3.KCL Iron & Steels Ltd. 4.AMM Irons Ltd. 5.Anumati Stock Broking Pvt. Ltd. 6.AMM Housing Ltd. 7.Jaguar Infra Developers Ltd. 8. Shreyans Embroidery Machine Pvt. Ltd.
<b>Number of Meetings of the Board attended during the year (i.e. F.Y. 2020-2021).</b>	Attended all the six meetings of the Board during the Financial Year 2020-2021. The details of the same, is morefully described in the Corporate Governance Report which forms part of the Annual Report.
<b>Memberships/ Chairmanships of Committees on the Board of other Companies.</b>	Nil
<b>Disclosure of Relationships between directors inter-se and with the KMPs.</b>	None.

**N**

#### ote:

1. Information pertaining to sitting fees/remuneration paid to the Director who is being appointed/re-appointed and number of Board meetings attended by the respective director during the financial year 2020-2021 is provided in the Corporate Governance Report.

2. The proposal for appointment / re-appointment/continuation of appointment has been approved by the Board pursuant to the recommendation of the Nomination and Remuneration Committee considering the concerned director's skills, experience and knowledge and positive outcome of performance evaluation.

Place : Kolkata  
Date : 04.09.2021

**By Order of the Board**  
**For Kwality Credit & Leasing Ltd.**  
**Amu Thapa**  
**Director**  
**DIN-00674928**

# KWALITY CREDIT & LEASING LTD.

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CIN-L65921WB1992PLC056686

## IMPORTANT & URGENT FOR YOUR IMMEDIATE ACTION

Date:

Dear Shareholder(s),

### **Sub.: Mandatory update of PAN and Bank details against your share holding**

Pursuant to SEBI circular SEBI/HO/MIRSD/DOP1/CIR/P/2018/73 dated 20<sup>th</sup> April, 2018, shareholders whose ledger folios do not have/have incomplete details with respect to PAN and Bank Account particulars are mandatorily required to furnish these details to the Issuer Company/RTA for registration in the folio. **As per our records, your folio needs to be updated with the PAN / Complete Bank Account details so that the investments held by you are in compliance with the aforementioned circular.**

You are hence requested to submit the following documents within 21 days of receipt of this communication:

- Enclosed Form duly filled in and signed by all the shareholders.
- Self-Attested Copy of Pan Card of all the shareholders,
- Cancelled Cheque Leaf with Name (if name is not printed on cheque - self-attested copy of first page of pass book) of all the shareholders and
- Address Proof (self-attested copy of Aadhaar-Card of all the shareholders)

In case if you have any queries or need any assistance in this regard, please contact;

<b>Company Name: Kwality Credit &amp; Leasing Ltd.</b> <b>Regd-Office Address: 7, Lyons Range,</b> <b>3rd Floor, Room No. 9 &amp; 10,</b> <b>Kolkata - 700 001</b> <b>Phones: +919681634539</b>  <b>Email-Id : <a href="mailto:kwalitycredit50@yahoo.com">kwalitycredit50@yahoo.com</a></b> <b>Website : <a href="http://www.kwalitycredit.com">www.kwalitycredit.com</a></b>	<b>Registrar &amp; Share Transfer Agent</b> <b>CB Managements Services Pvt. Ltd.</b> <b>P-22, Bondel Road,</b> <b>Kolkata-700 019</b> <b>Tel.: (033) 2280/6692/93/94/2486, 4011-</b> <b>6700/6717</b> <b>Email id: <a href="mailto:rta@cbmsl.com">rta@cbmsl.com</a></b>
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Thanking you,

Place : Kolkata  
Date : 04.09.2021

**By Order of the Board**  
**For Kwality Credit & Leasing Ltd.**  
**Amu Thapa**  
**Director**  
**DIN-00674928**

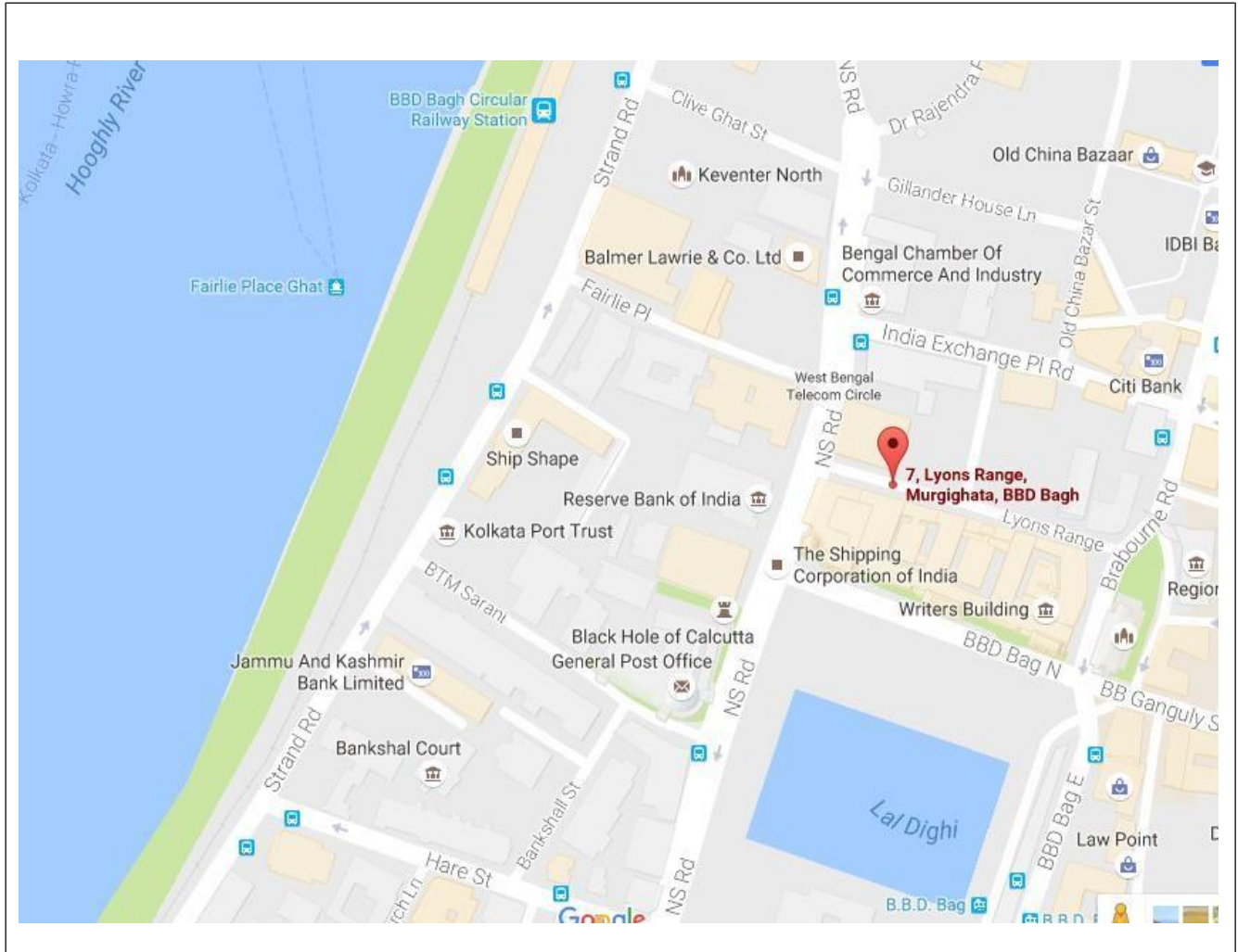
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## MAP (DIRECTION GUIDE) OF THE VENUE OF THE ANNUAL GENERAL MEETING

7, Lyons Range, 3<sup>rd</sup> Floor, Room No. 9 & 10, Kolkata – 700 001

(Landmark-The AGM venue shall be held on the 3<sup>rd</sup> Floor of the Building which is famous for being the office of inter alia, The Calcutta Stock Exchange Limited, and is located at Lyons Range, hardly few meters away off the Netaji Subhas Road, just behind Writer's Building)



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## ATTENDANCE SLIP

(To be handed over at the entrance of the Meeting Hall)  
**(Annual General Meeting – September 30, 2021)**

Folio No.: \_\_\_\_\_ DP ID No.: \_\_\_\_\_ Client ID No.: \_\_\_\_\_

Name of Member(s): \_\_\_\_\_

Name of the Proxy holder: \_\_\_\_\_

Registered Address: \_\_\_\_\_

Number of Shares Held: \_\_\_\_\_

I/We hereby record my/our presence at the 29<sup>th</sup> Annual General Meeting of the Company on Thursday, the 30<sup>th</sup> day of September, 2021 at 11.00 a.m. at the registered office of the Company at 7, Lyons Range, 3<sup>rd</sup> Floor, Room No. 9 & 10, Kolkata - 700 001.

\_\_\_\_\_  
SIGNATURE OF THE MEMBER/REPRESENTATIVE/PROXY\*

**\*Strike out whichever is not applicable**

### Note:

1. Please complete the Folio / DP ID-Client ID No. and name, sign this Attendance Slip and hand it over at the Attendance Verification Counter at the ENTRANCE OF THE MEETING HALL.

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## FORM NO. MGT - 11

### PROXY FORM

[Pursuant to Section 105(6) of the Companies Act, 2013 and Rule 19(3) of the Companies (Management and Administration) Rules, 2014]

Name of the member (s): Registered address: E-mail Id: Folio / DP ID-Client ID No.
--

I/We, being the member(s) of ..... shares of the above named Company hereby appoint:

- (1) Name:.....Address.....  
 E-mail Id:.....Signature....., or failing him
- (2) Name:.....Address.....  
 E-mail Id:.....Signature....., or failing him
- (3) Name:.....Address.....  
 E-mail Id:.....Signature.....

as my/our proxy to attend and vote (on a poll) for me/us and on my/our behalf at the 29<sup>th</sup> Annual General Meeting of the Company on Thursday, the 30<sup>th</sup> day of September, 2021 at 11.00 a.m. at the registered office of the Company at 7, Lyons Range, 3<sup>rd</sup> Floor, Room No. 9 & 10, Kolkata - 700 001 and at any adjournment thereof of such resolutions as are indicated below:

Resolutio n No.	Resolutions	Optional*	
		For	Against
	<b>Ordinary Business</b>		
1.	Adoption of Standalone Financial Statements for the year ended March 31, 2021 and the Reports of the Auditors and Directors thereon.		
2.	To appoint a Director in place of Mr. Bhagwan Das Soni (DIN-02308414), who retires by rotation, and being eligible, seeks re-appointment as a Director of the Company.		

Signed this.....day of ..... 2021  
 Signature of shareholder.....  
 Signature of Proxy holder(s).....

Affix  
 Revenue  
 Stamp not  
 less than  
 Re.1/-

**Note:**

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. For the resolutions, Explanatory Statement and Notes, please refer to the Notice of the 29<sup>th</sup> Annual General meeting.
3. 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.
4. Please complete all details including details of member(s) in above box before submission.

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## FORM FOR FURNISHING PAN AND BANK DETAILS

To,

**CB Managements Services Pvt. Ltd.**  
P-22, Bondel Road,  
Kolkata-700 019

Dear Sir / Madam,

Unit: Kwality Credit & Leasing Ltd. Folio No. :

I/we hereby furnish our folio details along with PAN and Bank Account details for update in your records.  
I/we are enclosing herewith:

- 1) Self-attested copies of PAN Cards of all the Shareholder(s),
- 2) Original cancelled cheque leaf with name (if name is not printed on cheque - self attested copy of the first page of the pass book of the bank) and
- 3) Address Proof viz., Aadhaar Card of all the shareholder(s), duly self attested, as required for updation of the details :

Folio No.	
Address of the sole/first named shareholder as per the share certificate	
Mobile No.	
E-Mail id	

Bank Account Details of Sole/First Shareholder : ( for electronic credit of dividends )									
Name of the Bank									
Name of the Branch									
Account Number (as appearing in your cheque book)									
Account Type (Please tick as applicable)	Saving			Current			Cash Credit		
9 Digit MICR Number (as appearing on the MICR cheque issued by the bank)									
11 Digit IFSC Code									

	Name	PAN	Signature
First Holder :			
JointHolder1 :			
JointHolder2 :			

Date:

Place:

**NB: The above details will not be updated if the supporting documents are not attached and not duly signed by all the shareholders.**