

NUKLEUS OFFICE SOLUTIONS PVT. LTD.

CIN: U70101DL2019PTC355618

Regd. 504, Prakashdeep Building 7, Tolstoy Marg, New Delhi-110001

Email: nipungupta@hotmail.com, Phone: +91- 9711431101

NOTICE OF 04th ANNUAL GENERAL MEETING

NOTICE IS HEREBY GIVEN THAT THE 04th ANNUAL GENERAL MEETING OF THE MEMBERS OF NUKLEUS OFFICE SOLUTIONS PRIVATE LIMITED ("THE COMPANY") WILL BE HELD ON SATURDAY, THE 30th DAY OF SEPTEMBER, 2023 WHICH COMMENCED AT 03.00 P.M. AT THE REGISTERED OFFICE OF THE COMPANY AT 504, PRAKASHDEEP BUILDING 7, TOLSTOY MARG, NEW DELHI-110001, TO TRANSACT THE FOLLOWING BUSINESS AS:

ORDINARY BUSINESS

1. To consider and adopt the Audited Financial Statements for the year ended as on 31st March, 2023 along with the reports of the Board of Directors ('the Board') and Auditors thereon.

For and on behalf of the Company
Nukleus Office Solutions Private Limited

Nipun Gupta

Chairman cum Director

DIN: 00472330

Date: 30.09.2023

Place: New Delhi

Add: 20, Shri Ram Chand, Civil Lines,
North Delhi, New Delhi-110054

Notes:

- A. A MEMBER ENTITLED TO ATTEND AND VOTE IS ENTITLED TO APPOINT A PROXY, OR, WHERE THAT IS ALLOWED, ONE OR MORE PROXIES, TO ATTEND AND VOTE INSTEAD OF HIMSELF, AND A PROXY NEED NOT BE A MEMBER OF THE COMPANY.**
- B.** Corporate members intending to attend the meeting through send their authorized representatives, are requested to send to the Company a certified copy of their Board Resolution/Authorization Letter authorizing their representative to attend and vote on their behalf at the meeting.
- C.** Only bonafide members of the Company whose names appear on the Register of Members/Proxy holders, in possession of valid attendance slips duly filled and signed will be permitted to attend the meeting. The Company reserves its right to take all steps as may be deemed necessary to restrict non-members/proxy from attending/participating at the meeting.
- D.** Queries at the AGM: Queries proposed to be raised at the Annual General Meeting may be sent to the Company at its Registered Office prior to the date of AGM to enable the Company to compile the relevant information to reply the same in the meeting.
- E.** Members are requested to notify any change in their address/ mandate/ bank details immediately to the Company at its Registered Office.
- F.** Inspection of Documents: Documents referred to in the Notice etc., are open for inspection at the Registered Office of the Company at all working days except Public Holidays, between 11 A.M. and 1 P.M. from the date of the notice upto the date of Annual General Meeting.

ATTENDANCE SLIP

04th Annual General Meeting on Saturday, the 30th Day of September, 2023 at 03.00 P.M

Regd. Folio No._____

No. of shares held_____

I certify that I am a registered member/proxy for the registered Member of the Company and hereby record my presence at the third Annual General Meeting on Saturday, the 30th Day of September, 2023, at 03.00 P.M. at 504, Prakashdeep Building 7, Tolstoy Marg, New Delhi-110001.

Name of the member (s) :

Registered address :

E-mail Id:

Folio No/ Client Id:

Full Name of Shareholder (in Block letters)

Signature

Folio No._____

Full Name of Proxy (in Block letters)

Proxy's Signature

Note: Please fill this attendance slip and hand it over at the entrance of the AGM Venue

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]

CIN	U70101DL2019PTC355618
Name of the company :	Nukleus Office Solutions Private Limited
Registered office :	504, Prakashdeep Building 7, Tolstoy Marg, New Delhi-110001
Name of the member (s)	
Registered address of member	
E-mail Id of member	
Folio No/ Client Id of member	

I/We, being the member of _____ equity shares of the Nukleus Office Solutions Private Limited, hereby appoint

1. Name:

Address:

E-mail Id:

Signature:....., or failing which,

2. Name:

Address:

E-mail Id:

Signature:.....

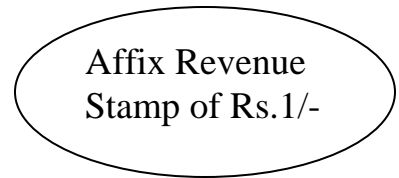
and whose signature(s) are appended below as my/our proxy to attend and vote (on a poll) for me/us and on my/our behalf at the Second Annual General Meeting of the Company, to be held on **Saturday, the 30th Day of September, 2023 at 03.00 P.M. at 504, Prakashdeep Building 7, Tolstoy Marg, New Delhi-110001** and at any adjournment thereof in respect of such resolutions as are indicated below:

Res. No.	Resolution	Favour	Against
1.	To consider and adopt the Audited Financial Statements for the Financial year ended 31 st March 2023 alongwith the reports of the Board of Directors ('the Board') and Auditors thereon.		

Signed this.....Day of September, 2023

Signature of Member

Signature of Proxy holder(s)



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) A PROXY NEED NOT BE A MEMBER OF THE COMPANY.**
- (3)** A person can act as a proxy on behalf of members not exceeding fifty and holding in the 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 a proxy for any other person or shareholder.
- (4)** This is only optional. Please put an '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 the resolutions, your Proxy will be entitled to vote in the manner as he/she thinks appropriate.
- (5)** Appointing a proxy does not prevent a member from attending the meeting in Person, if he so wishes.
- (6)** In the case of joint holders, the signature of any one holder will be sufficient, but names of all the joint holders should be stated.
- (7)** Revenue stamp of Rs. 1/- shall be affixed to the Proxy Form.
- (8)** The Proxy Form shall be signed by the member and the proxy also.

ROUTE MAP OF AGM AVENUE

