



Co-Working & Managed Offices

## **Nukleus Office Solutions Limited**

(Formerly known as Nukleus Office Solutions Private Limited)

**CIN NO - U70101DL2019PLC355618**

| PH: +91-8587013119, +91-9311744201 | Email: [cs@nukleus.work](mailto:cs@nukleus.work) | Website: [www.nukleus.work](http://www.nukleus.work) |

### **SHORTER NOTICE OF 05<sup>th</sup> ANNUAL GENERAL MEETING**

**SHORTER NOTICE IS HEREBY GIVEN THAT THE 05<sup>th</sup> ANNUAL GENERAL MEETING OF THE MEMBERS OF NUKLEUS OFFICE SOLUTIONS LIMITED (FORMERLY KNOWN AS NUKLEUS OFFICE SOLUTIONS PRIVATE LIMITED) ("THE COMPANY") WILL BE HELD ON MONDAY, 30<sup>th</sup> SEPTEMBER, 2024, AT 4:00 P.M (IST) AT THE REGISTERED OFFICE OF THE COMPANY AT 1102, BRAKHAMBA TOWER, 22 BARAKHAMBA ROAD, CONNAUGHT PLACE, DELHI, INDIA 110001 TO TRANSACT THE FOLLOWING BUSINESS: -**

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#### **ORDINARY BUSINESS**

1. To consider and adopt the Audited Financial Statements for the year ended as on 31<sup>st</sup> March 2024 along with the reports of the Board of Directors ('the Board') and Auditors thereon.

**By order of the Board of Directors  
For NUKLEUS OFFICE SOLUTIONS LIMITED**

Nipun Gupta  
Chairman cum Managing Director  
DIN: 00472330

Place: Delhi  
Date: 27<sup>th</sup> September 2024



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### **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 Corporate Office.
- F.** Inspection of Documents: Documents referred to in the Notice etc., are open for inspection at the Corporate 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.

**Regd. Office :** 1102, Barakhamba Tower, 22 Barakhamba Road, Connaught Place,  
New Delhi, Central Delhi- 110001, Delhi

**Corporate Office:** Plot No 29, Sector -142, Noida, UP – 201305



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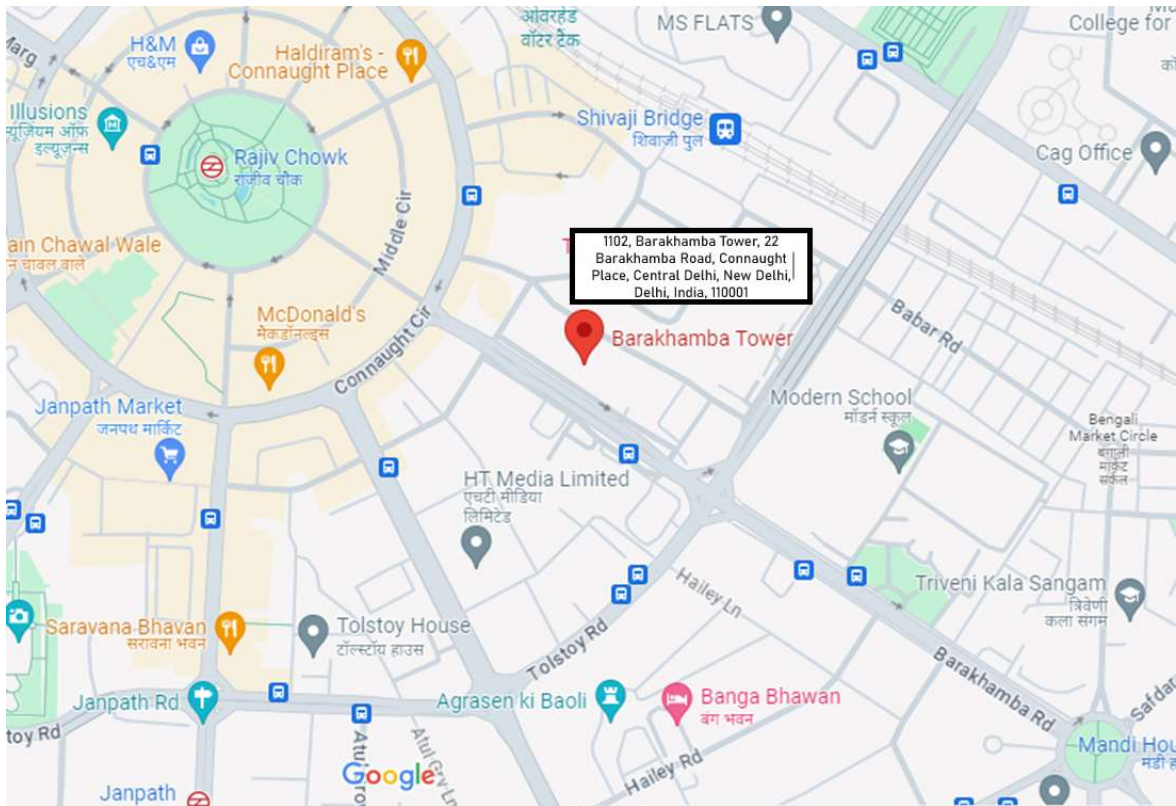
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### ROUTE MAP OF AGM AVENUE



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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]**

CIN :- U70101DL2019PLC355618  
Name of the company :- M/s Nukleus Office Solutions Limited  
Registered office :- 1102, Barakhamba Tower, 22 Barakhamba Road,  
Connaught Place, Central Delhi, New Delhi, Delhi,  
India 110001

Name of member (s): - \_\_\_\_\_

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

Email id: - \_\_\_\_\_ Folio No.: - \_\_\_\_\_

I/we, being the member(s) of ..... equity shares of the above-named company, hereby appoint

Name: - \_\_\_\_\_

Address \_\_\_\_\_

Email id \_\_\_\_\_ of failing him / her

Name: - \_\_\_\_\_

Address: - \_\_\_\_\_

Email id \_\_\_\_\_

as my/our proxy to attend and vote (on a poll) for me/us and on my/our behalf at the 5<sup>th</sup> Annual General Meeting of the Members of Nukleus Office Solutions Limited, to be held on 30<sup>th</sup> September 2024, AT 4:00 PM (IST) at the Registered office of the company situated at 1102, Barakhamba Tower, 22 Barakhamba Road, Connaught Place, Central Delhi, New Delhi, Delhi, India 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 31st March 2024 along with the reports of the Board of Directors ('the Board') and Auditors thereon.		

Signed this \_\_\_\_\_, 2024

Affix  
Revenue  
Stamp

Signature of Shareholder

Signature of Proxy holder(s)

**Regd. Office :** 1102, Barakhamba Tower, 22 Barakhamba Road, Connaught Place,  
New Delhi, Central Delhi- 110001, Delhi

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### Notes:

- i. 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.
- ii. A proxy need not be a member of the company.
- iii. 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.
- iv. 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.
- v. Appointing a proxy does not prevent a member from attending the meeting in person, if he so wishes.
- vi. In the case of joint holders, the signature of any one holder will be sufficient, but the names of all the joint holders should be stated.
- vii. Revenue stamp of Rs. 1/- shall be affixed to the proxy form.
- viii. The proxy form shall be signed by the member and the proxy also.



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### ATTENDANCE SLIP

**PLEASE FILL THE ATTENDANCE SLIP AND HAND IT OVER AT THE ENTRANCE OF THE MEETING HALL.**

Joint shareholders may obtain additional slips on request.

Master Folio No:	
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NAME AND ADDRESS OF SHAREHOLDER: \_\_\_\_\_

NAME OF PROXY HOLDER: \_\_\_\_\_

NO. OF SHARES HELD: \_\_\_\_\_

I hereby record my presence at the 5<sup>th</sup> Annual General Meeting of the Members of Nukleus Office Solutions Limited, to be held on 30<sup>th</sup> September 2024, AT 4:00 PM (IST) at the Registered office of the company situated at 1102, Barakhamba Tower, 22 Barakhamba Road, Connaught Place, Central Delhi, New Delhi, Delhi, India 110001.

Signature of the Shareholder or Proxy: \_\_\_\_\_

#### NOTES:

- (1) Members /Proxy holders are requested to produce the attendance slip duly signed for admission to the Meeting Hall.
- (2) In the case of joint holders, the votes of the senior who tenders a vote, whether in person or by proxy, shall be accepted to the exclusion of the vote of the other joint holders. Seniority shall be determined by the order in which the names stand in the Registers of Members.