

ANNUAL REPORT & ACCOUNTS 2020-2021

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BANSISONS TEA INDUSTRIES LIMITED CIN: L15520WB1987PLC043082 Registered office: 264 M G Road, Siliguri-734005, West Bengal Phone No. 0353-2501808, Website: www.bansisonstea.in; E-mail: bansisonstea@gmail.com

NOTICE

To The Members

NOTICE is hereby given that the 34th Annual General Meeting (AGM) of the Members of the company will be held on Thursday, 30th September, 2021 at 11.00 A.M at 264 M G ROAD SILIGURI Darjeeling WB 734405 IN to transact the following business:

Ordinary Business:

- 1. To consider and adopt the Audited Accounts of the Company for the financial year ended 31st March, 2021, and the report of the Board of Directors' and Auditors' thereon.
- 2. To appoint Auditor M/s R.K. Bihani& Associates & Company, Chartered Accountants who was appointed under Casual Vacancy on 30th December, 2021 for a period of 5 years
- 3. To appoint a Director in place of Mamy Ghosh, who retires by rotation and being eligible offers herself for re-appointment.

Special Business

To consider and if thought fit to pass with or without modification the following Resolutions as an Ordinary Resolution:-

4. To regularize Mr. Amit Mrituka appointed on 7th September, 2021 as an Additional Director

"**RESOLVED THAT** pursuant to applicable provisions of the Companies Act, 2013 and Rules framed there under, including any enactment, re-enactment or modifications thereof, Mr. Amit Mrituka (DIN: 00741569) who was appointed as an additional director on 7th September, 2021, by the Board of Directors whose term of office as an additional director expires at the conclusion of this Annual General Meeting be and is hereby appointed as the Director of the Company.

RESOLVED FURTHER THAT any Director of the Company and/or any authorized representative of the Company be and is hereby severally authorized to do all such acts, things and deeds as may be deemed necessary for giving effect to the above stated resolution."

Regd. Office: 264 M G Road, Siliguri 734005 By Order of the Board Sd/-Sandeep Agarwal Whole Time Director

Date: 07/09/2021

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 AND THEPROXY NEED NOT BE A MEMBER. PROXY IN ORDER TO BE EFFECTIVE MUSTBE RECEIVED BY THE COMPANY NOT LESS THAN 48 HOURS BEFORE THEMEETING
- 2. The Register of Members and Share Transfer Books of the company will remain closed from24th September 2021 to 30thSeptember, 2021 (both days inclusive).
- 3. The Members/Representatives/Proxy (ies) is requested to bring attendance slip, as enclosed, duly filled in, together with their copy of Annual Report and notice convening the Annual GeneralMeeting.
- 4. 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.
- 5. Corporate members intending to send their authorized representatives to attend the AnnualGeneral Meeting are requested to send a certified true copy of the Board Resolution authorizing their representative to attend and vote on their behalf at the Annual General Meeting.
- 6. Shareholders seeking any information with regard to the Accounts are requested are requested towrite to the company at least seven days in advance so as to enable the Management to keep theinformation ready at the Annual General Meeting.
- 7. Electronic copy of the Annual Report for 2020-21 and Notice of the 34thAnnual GeneralMeeting of the Company interalia indicating the process and manner of e-voting along withAttendance Slip and Proxy Form is being sent to all such members whose email IDs areregistered with the Company/Depository Participants(s) for communication purposes unless anymember has requested for a hard copy of the same. For members who have not registered theiremail address, physical copies.; of the Annual Report and Notice of the 33rd Annual GeneralMeeting of the Company interalia indicating the process and manner of e-voting along withAttendance Slip and Proxy Form is being sent in the permitted mode. Members may also notethat notice of 34thAnnual General Meeting and. Annual Report for 2020-21 will also beavailable on Company's website at www.bansisonstea. in for their download.
- 8. Members who have not registered their e-mail addresses so far are requested to register their email address for receiving all communication including Annual Report, Notices, Circulars, etc. from the Company electronically.
- 9. Voting through electronic means
 - I. In compliance with provisions of Section 108 of the Companies Act, 2013 and Rule 20 of the Companies (Management and Administration) Rules, 2014, and Clause 35B of theListing Agreement, the Company is pleased to provide members, the facility to exercise their right to vote by electronic means at the 33rd Annual General Meeting (AGM) and the business may be transacted through e-voting services provided by National Securities Depository Limited (NSDL).

The instructions for e-voting are as under:

- I. The details of the process and manner for remote e-voting are explained herein below:
 - Log-in to NSDL e-voting system at https://www.evoting.nsdl.com/
 - *Cast your vote electronically on NSDL e-voting system*

How do I vote electronically using NSDL e-Voting system?

The way to vote electronically on NSDL e-Voting system consists of "Two Steps" which are mentioned below:

Step 1: Access to NSDL e-Voting system

• Login method for e-Voting and joining virtual meeting for Individual shareholders holding securities in demat mode

In terms of SEBI circular 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.

Type of	Login Method							
shareholders								
Individual	If you are already registered for NSDL IDeAS facility, please							
Shareholders	visit the e-Services website of NSDL.							
holding securities	Open web browser by typing the following URL:							
in demat mode	https://eservices.nsdl.com/either on a Personal							
with NSDL.	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								
	available against company name or e-Voting service provider NSDL and you will be re-directed to NSDL e-Voting website for casting your vote during the remote e-Voting period or joinin							
	virtual meeting & voting during the meeting.							
	If the user is not registered for IDeAS e-Services, option to							
register is available at https://eservices.nsdl.com. Se								
	"Register Online for IDeAS"Portal or click at							
	https://eservices.nsdl.com/SecureWeb/IdeasDirectReg.jspoting							
	period or joining virtual meeting & voting during the meeting.							
	Visit the e-Voting website of NSDL. Open web browser by							
	typing the following URL: https://www.evoting.nsdl.com/							
	either on a Personal Computer or on a mobile. Once the home							
	page of e-Voting system is launched, click on the icon "Login"							

Login method for Individual shareholders holding securities in demat mode is given below:

	which is available under 'Shareholder/Member' section. A r					
	screen will open. You will have to enter your User ID (i.e. your					
	sixteen					
	digit demat account number held 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 options available					
	against company name or e-Voting service provider - NSDL and					
	you will be redirected to e-Voting website of NSDL for casting					
	your vote during the remote e-Voting period or joining virtual					
	meeting & voting during the meeting.					
	Existing users who have opted for Easi / Easiest, they can login					
	through their 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 https://web.cdslindia.com/myeasi/home/login or					
	www.cusiniula.com and click on New System Mycasi.					
	After successful login of Easi/Easiest the user will be also able					
	to see the E Voting Menu. The Menu will have links of e-Voting					
	service provider i.e. NSDL. Click on NSDL to cast your vote.					
	If the user is not registered for Easi/Easiest, option to register is					
	available at https://web.cdslindia.com/myeasi/Registration/					
	EasiRegistration					
	Alternatively, the user can directly access e-voting page by					
	www.cdslindia.com home page. The system will authenticate the					
	user by sending OTP on registered Mobile & Email as recorded in					
	the Demat Account. After successful authentication, user will be					
	provided links for the respective ESP i.e. NSDL where the e-					
	Voting is in progress.					
Individual	You can also login using the login credentials of your demat					
Shareholders	account through your Depository Participant registered with					
(holding	NSDL/CDSL for e-Voting facility. Once login, you will be able					
securities in	to					
demat mode)	see e-Voting option. Once you click on e-Voting option, you will					
login	be redirected to NSDL/CDSL Depository site after successful					
through their	authentication, wherein you can see e-Voting feature. Click on					
depository	options available against company name or e-Voting service					
participants	provider-NSDL and you will be redirected to e-Voting website					
	of NSDL for casting your vote during the remote e-Voting					
	period or joining virtual meeting & voting during the meeting.					

Important note:

Members who are unable to retrieve User ID/ Password are advised to use Forget User ID and Forget Password option available at above mentioned website.

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

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

• Login Method for shareholders other than Individual shareholders holding securities in demat mode and shareholders holding securities in physical mode.

How to Log-in to NSDL e-Voting website?

- A. Visit the e-Voting website of NSDL. Open web browser by typing the following URL: <u>https://www.evoting.nsdl</u>. com/ either on a Personal Computer or on a mobile.
- B. Once the home page of e-Voting system is launched, click on the icon "Login" which is available under 'Shareholder/Member' section.
- C. A new screen will open. You will have to enter your User ID, your Password/OTP and a Verification Code as shown on the screen.
- D. Alternatively, if you are registered for NSDL eservices i.e. IDEAS, you can log-in at <u>https://eservices.nsdl.com/</u> with your existing IDEAS login. Once you log-in to NSDL eservices after using your log-in credentials, click on e-Voting and you can proceed to Step 2 i.e. Cast your vote electronically.

Your User ID details are given below :

Manner of holding shares i.e. demat (NSDL or CDSL) or physical	Your User ID is				
For Members who hold shares	8 Character DP ID followed by 8 Digit Client ID				
in demat account	For example if your DP ID is IN300*** and Client				
with NSDL.	ID is 12***** then your user ID is				
	IN300***12*****.				
For Members	16 Digit Beneficiary ID				
who hold shares					
in demat account	For example if your Beneficiary ID is				

with CDSL	12**********	then	your	user	ID	is	
	12***********						
For Members	EVEN Number	follow	ed by	Folio	Num	ber	
holding shares in	registered with the company						
Physical Form.							
	For example if folio number is 001*** and EVEN						
	is 101456 then user ID is 101456001***						

- E. Password details for shareholders other than Individual shareholders are given below:
 - If you are already registered for e-Voting, then you can use your existing password to login and cast your vote
 - If you are using NSDL e-Voting system for the first time, you will need to retrieve the 'initial password' which was communicated to you. Once you retrieve your 'initial password', you need to enter the 'initial password' and the system will force you to change your password.

How to retrieve your 'initial password'?

- •If your email ID is registered in your demat accountor with the company, your 'initial password' iscommunicated to you on your email ID. Trace theemail sent to you from NSDL from your mailbox.Open the email and open the attachment i.e. a .pdffile. Open the .pdf file. The password to open the.pdf file is your 8 digit client ID for NSDL account,last 8 digits of client ID for CDSL account or folionumber for shares held in physical form. The .pdf filecontains your 'User ID' and your 'initial password'.
- If your email ID is not registered, please follow steps mentioned below in process for those shareholderswhose email ids are not registered
- F. If you are unable to retrieve or have not received the "Initial password" or have forgotten your password:
 - Click on "Forgot User Details/Password?"(If you areholding shares in your demat account with NSDL orCDSL) option available on <u>www.evoting.nsdl.com</u>.
 - Physical User Reset Password?" (If you are holding shares in physical mode) option available on www. evoting.nsdl.com.
 - If you are still unable to get the password by aforesaid two options, you can send a request at evoting@nsdl.co.in mentioning your demat account number/folio number, your PAN, your name and your registered address etc.
 - Members can also use the OTP (One Time Password) based login for casting the votes on the e-Voting system of NSDL.
 - After entering your password, tick on Agree to "Terms and Conditions" by selecting on the check box.
 - Now, you will have to click on "Login" button.
 - After you click on the "Login" button, Home page of e-Voting will open.

NSDL e-Voting system?

• After successful login at Step 1, you will be able tosee the companies "EVEN" in which you are holdingshares and whose voting cycle.

- Select "EVEN" of company to cast your vote during theremote e-Voting period.
- Now you are ready for e-Voting as the Voting pageopens.
- Cast your vote by selecting appropriate options i.e.assent or dissent, verify/modify the number of sharesfor which you wish to cast your vote and click on "Submit" and also "Confirm" when prompted.
- Upon confirmation, the message "Vote castsuccessfully" will be displayed.
- You can also take the printout of the votes cast by youby clicking on the print option on the confirmationpage.
- Once you confirm your vote on the resolution, you willnot be allowed to modify your vote.

Process for those shareholders whose email ids are not registered with the depositories for procuring user id and password and registration of e mail ids for e-voting for the resolutions set out in this notice:

In case shares are held in physical mode please provide Folio No., Name of shareholder, 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 tobansisonstea@gmail.com.

In case shares are held in demat mode, please provideDPID-CLID (16 digit DPID + CLID or 16 digit beneficiaryID), Name, client master or copy of ConsolidatedAccount statement, PAN (self attested scanned copyof PAN card), AADHAR (self attested scanned copyof Aadhar Card) to grobtea@rawalwasia.co.in. If you arean Individual shareholders holding securities in dematmode, you are requested to refer to the login methodexplained at step 1 (A) i.e. Login method for e-Voting andjoining virtual meeting for Individual shareholders holdingsecurities in demat mode.

Alternatively shareholder/members may send a requestto evoting@nsdl.co.in for procuring user id andpassword for e-voting by providing above mentioneddocuments.

In terms of SEBI circular dated December 9, 2020on e-Voting facility provided by Listed Companies, Individual shareholders holding securities in dematmode are allowed to vote through their demataccount maintained with Depositories and DepositoryParticipants. Shareholders are required to update theirmobile number and email ID correctly in their demataccount in order to access e-Voting facility.

General Instructions

a. The remote e-voting period commences on 27thSeptember 2021 from 10:00 A.M (1ST) andends on 29thSeptember 2021 5:00 P.M (IST). During this period shareholders' of theCompany, holding shares either in physical form or in dematerialised form, as on the cut-offdate (record date) i.e. 23rd September, 2021 may cast their vote electronically. Thee-votingmodule shall be disabled by NSDL for voting thereafter. Once the vote on a resolution is castby the shareholder, the shareholder shall not be allowed to change it subsequently. Further, members who have previously cast their vote electronically shall not be allowed to vote againat the meeting.

- b. A member may participate in the AGM even after exercising his right to vote through remote e-voting, but shall not be allowed to vote again at the AGM.
- c. The facility for voting through ballot will also be made available at AGM, and memberattending AGM who have not cast their vote by remote e-voting will be able to exercise theirright at AGM. Shareholders who have not case their vote electronically by remote e-votingmay only cast their vote at the AGM through ballot paper.
- d. The voting rights of shareholders shall be in prop01tion to their shares of the paid up equityshare capital of the Company as on the cut-off date (record date) of 23rdSeptember, 2021.
- e. The Board of Directors of the company at their meeting held on 7th September, 2021 hasappointed MonalisaDatta, Practicing Company Secretary as the Scrutinizer to scrutinize thee-voting process in fair and transparent manner, whose e-mail address is:pcsmonal is a 14@gmail.com.
- f. The results of voting will be announced within 2 days of passing resolution at the AnnualGeneral Meeting of the company to be held 264 M G ROAD SILIGURI Darjeeling WB 734405 IN on Thursday, 30th September 2021 at 11 :00 AM . The resultsof the voting will be communicated to the stock exchanges and also be hosted on the websiteof the company www.bansisonstea.in