



# **ERP SOFT SYSTEMS LIMITED**

**26th  
ANNUAL REPORT  
2019-20**

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## ERP SOFT SYSTEMS LIMITED

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### CORPORATE INFORMATION

#### BOARD OF DIRECTORS

- |                               |   |
|-------------------------------|---|
| 1. Mrs. K. Parvathi Reddy     | - Managing Director (DIN: 00827258)           |
| 2. Mrs. D. Sarojanamma        | - Non-Executive Director (DIN: 05208974)      |
| 3. Mr. K. Radha Krishna Reddy | - Whole-time Director &CFO<br>(DIN: 02634480) |
| 4. Mrs. R. Kamala Mohan       | - Independent Director (DIN: 02596829)        |
| 5. Mr.Babulu Gangisetty       | - Independent Director (DIN: 06396852)        |

#### COMPANY SECRETARY

Ms.Shivangi Choudhary

#### REGISTERED OFFICE

10A Trankquill Nest,  
Kamakoti Nagar,  
3rd Main Road Pallikaranai,  
Chennai, Kancheepuram, India  
Ph: +91 73388 55022  
info@erpsoft.com

#### USA:

LibertyCom LLC  
415,Congress Street, ME Suite 202Unit 2,  
Portland, Me-04101  
info@libertycom.com  
Phone 501-960-3302

#### CORPORATE IDENTITY NUMBER

L67120TN1994PLC029563

#### AUDITORS

M/s. S. Vishnu & Co.,  
Chartered Accountants,  
23,Swagatham Apartments  
16/23, Shenoy Road,  
Nangambakkam  
Chennai-600 034

**INTERNAL AUDITOR**

M/s Ashok Golechha & Co,  
Chartered accountants,  
No.33, Clemens Road,  
1st Floor, Purasaiwalkam,  
Chennai - 600 007

**BANKERS**

ICICI Bank Limited  
A-78, Plot No 3211  
3<sup>rd</sup> Avenue, Anna Nagar Branch  
Chennai - 600102

**AUDIT COMMITTEE:**

- |                              |   |          |
|------------------------------|---|----------|
| 1) Mr.BabuluGangisetty       | - | Chairman |
| 2) Mrs. R. Kamala Mohan      | - | Member   |
| 3) Mr. K. Radhakrishna Reddy | - | Member   |

**NOMINATION & REMUNERATION COMMITTEE:**

- |                         |   |          |
|-------------------------|---|----------|
| 1) Mrs. R. Kamala Mohan | - | Chairman |
| 2) Mr.BabuluGangisetty  | - | Member   |
| 3) Mrs. D. Sarojanamma  | - | Member   |

**STAKEHOLDER RELATIONSHIP COMMITTEE:**

- |                              |   |          |
|------------------------------|---|----------|
| 1) Ms. R. Kamala Mohan       | - | Chairman |
| 2) Mr.Babulu Gangisetty      | - | Member   |
| 3) Mr. K. Radhakrishna Reddy | - | Member   |

**INDEPENDENT DIRECTORS**

- 1) Ms. R. Kamala Mohan
- 2) Mr. Babulu Gangisetty

**RISK MANAGEMENT COMMITTEE:**

- |                               |   |          |
|-------------------------------|---|----------|
| 1) Mrs. R. Kamala Mohan       | - | Chairman |
| 2) Mrs. D. Sarojanamma        | - | Member   |
| 3) Mr. K. Radha Krishna Reddy | - | Member   |

**REGISTRAR & SHARE TRANSFER AGENTS**

Aarthi Consultants Private Limited  
1-2-285, Domalguda  
Hyderabad – 500029

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Tel No.: 04027638111/27634445

Fax: 040-27632184

E-mail: aarthiconsultants@gmail.com

**LISTED AT** : BSE Limited

**ISIN** : INE308B01017

**WEBSITE** : [www.erpsoft.com](http://www.erpsoft.com)

**INVESTOR E-MAIL ID** : [investorcare@erpsoft.com](mailto:investorcare@erpsoft.com)

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## ERP SOFT SYSTEMS LIMITED

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### NOTICE

Notice is hereby given that the 26th Annual General Meeting of the Shareholders of ERP Soft Systems Limited will be held on Friday, the 25th day of September, 2020 at 10:00 a.m. through Video Conferencing ("VC") / Other Audio Visual Means ("OAVM") to transact the following business:

#### ORDINARY BUSINESS:

1. To receive, consider and adopt the Audited Balance Sheet as at March 31st, 2020, the Statement of Profit & Loss and Cash Flow Statement (including the consolidated financial statements) for the year ended on that date together with the Notes attached thereto, along with the Reports of Auditors and Directors thereon.
2. To appoint a director in place of Mrs. D. Sarojanamma (DIN: 05208974), who retires by rotation and being eligible, offers herself for re-appointment.

**For and on behalf of the Board  
ERP Soft Systems Limited**

**Place: Chennai  
Date: 17.08.2020**

**K. Parvathi Reddy  
Managing Director  
(DIN: 00827258)**

**NOTES:**

1. In view of the continuing Covid-19 pandemic, the Ministry of Corporate Affairs (“MCA”) has vide its circular dated May 5, 2020 read with circulars dated April 8, 2020 and April 13, 2020 (collectively referred to as “MCA Circulars”) permitted the holding of the Annual General Meeting (“AGM”) through VC / OAVM, without the physical presence of the Members at a common venue. In compliance with the provisions of the Companies Act, 2013 (“Act”), SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“SEBI Listing Regulations”) and MCA Circulars, the AGM of the Company is being held through VC / OAVM.
2. Pursuant to the provisions of the Act, a Member entitled to attend and vote at the AGM is entitled to appoint a proxy to attend and vote on his/her behalf and the proxy need not be a Member of the Company. Since this AGM is being held pursuant to the MCA Circulars through VC / OAVM, physical attendance of Members has been dispensed with. Accordingly, the facility for appointment of proxies by the Members will not be available for the AGM and hence the Proxy Form and Attendance Slip are not annexed to this Notice.
3. 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), and MCA Circulars dated April 08, 2020, April 13, 2020 and May 05, 2020 the Company is providing facility of remote e-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.
4. The Members can join the AGM in the VC/OAVM mode 15 minutes before and after the scheduled time of the commencement of the Meeting by following the procedure mentioned in the Notice. The facility of participation at the AGM through VC/OAVM will be made available to all members on first come first served basis. This will not include large Shareholders (Shareholders holding 2% or more shareholding), Promoters, Institutional Investors, Directors, Key Managerial Personnel, the Chairpersons of the Audit Committee, Nomination and Remuneration Committee and Stakeholders Relationship Committee, Auditors etc. who are allowed to attend the AGM without restriction on account of first come first served basis.

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5. The attendance of the Members attending the AGM through VC/OAVM will be counted for the purpose of ascertaining the quorum under Section 103 of the Companies Act, 2013.
6. In line with the Ministry of Corporate Affairs (MCA) Circular No. 17/2020 dated April 13, 2020, the Notice calling the AGM has been uploaded on the website of the Company at [www.erpsoft.com](http://www.erpsoft.com).
7. The Notice can also be accessed from the websites of the Stock Exchange i.e. BSE Limited at [www.bseindia.com](http://www.bseindia.com). The AGM Notice is also disseminated on the website of CDSL (agency for providing the Remote e-Voting facility and e-voting system during the AGM) i.e. [www.evotingindia.com](http://www.evotingindia.com).
8. The Register of Members and Share Transfer Books of the Company will remain closed from 19.09.2020 to 25.09.2020 (Both days inclusive).
9. The Register of Directors' and Key Managerial Personnel and their shareholding maintained under Section 170 of the Companies Act, 2013, the Register of Contracts or arrangements in which the directors are interested under Section 189 of the Companies Act, 2013, will be available for inspection at the AGM.
10. Shareholders holding shares in physical form may write to the company/company's R&T agents for any change in their address; shareholders holding shares in electronic form may inform the same to their depository participants immediately, where applicable.
11. Corporate Members are requested to send to the Company's Registrar & Transfer Agent, a duly certified copy of the Board Resolution authorizing their representative to attend and vote at the Annual General Meeting.
12. Recent circular requires submission of Aadhar/PAN number by every participant in securities market. Members holding shares in demat form are, therefore, requested to submit Aadhar card/PAN details to the Depository Participants with whom they have demat accounts. Members holding shares in physical form can submit their Aadhar card/PAN details to the Company/ Registrar and Share Transfer Agents (Aarthi Consultants Pvt Limited)
13. The Securities and Exchange Board of India has mandated submission of Permanent Account Number (PAN) by every participant in securities market. Members holding shares in demat form are, therefore, requested to submit PAN details to the Depository Participants with whom they have demat accounts. Members holding shares in physical form can submit their PAN details to the Company/ Registrar and Share Transfer Agents (M/s. Aarthi Consultants Pvt. Ltd)

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14. Members holding shares in the same name under different ledger folios are requested to apply for Consolidation of such folios and send the relevant share certificates to Aarthi Consultants Pvt Limited., Share Transfer Agents of the Company for their doing the needful.
15. Members are requested to send their queries at least 10 days before the date of meeting so that information can be made available at the meeting.
16. Since securities of the Company are traded compulsorily in dematerialized form as per SEBI mandate, members holding shares in physical form are requested to get their shares dematerialized at the earliest.
17. In respect of shares held in physical mode, all shareholders are requested to intimate changes, if any, in their registered address immediately to the registrar and share transfer agent of the Company and correspond with them directly regarding share transfer/transmission /transposition, Demat/Remat, change of address, issue of duplicate shares certificates, ECS and nomination facility.
18. In terms of Section 72 of the Companies Act, 2013, a member of the Company may nominate a person on whom the shares held by him/her shall vest in the event of his/her death. Members desirous of availing this facility may submit nomination in prescribed Form-SH-13 to the Company/RTA in case shares are held in physical form, and to their respective depository participant, if held in electronic form.
19. In compliance with the aforesaid MCA Circulars and SEBI Circular dated May 12, 2020, Notice of the AGM along with the Annual Report 2019-20 is being sent only through electronic mode to those Members whose email addresses are registered with the Company/Depositories.
20. Members may also note that the Notice of the 26th Annual General Meeting and the Annual Report for 2019 - 20 will also be available on the Company's website [www.erpsoft.com](http://www.erpsoft.com) for their download. For any communication, the shareholders may also send requests to the Company's investor email id: [Investorcare@erpsoft.com](mailto:Investorcare@erpsoft.com).
21. The Members can join the e-AGM 15 minutes before and after the scheduled time of the commencement of the Meeting by following the procedure mentioned in the Notice.
22. The attendance of the Members (members logins) attending the e-AGM will be counted for the purpose of reckoning the quorum under Section 103 of the Companies Act, 2013.



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23. Since the AGM will be held through VC / OAVM, the Route Map is not annexed in this Notice.
24. Instructions for e-voting and joining the AGM are as follows:
- A. THE INTRUCTIONS FOR SHAREHOLDRES FOR REMOTE E-VOTING ARE AS UNDER:
- I. In compliance with provisions of Section 108 of the Companies Act, 2013, Rule 20 of the Companies (Management and Administration) Rules, 2014 as amended by the Companies (Management and Administration) Amendment Rules, 2015 and Regulation 44 of SEBI (Listing Obligations and Disclosure Requirements), Regulations, 2015, the Members are provided with the facility to cast their vote electronically, through the e-voting services provided by Central Depository Services (India) Limited (CDSL) on all the resolutions set forth in this Notice. The instructions for e-voting are given herein below.
- II. The remote e-voting period commences on 22nd day September, 2020 (9:00 a.m. IST) and ends on 24th day, September 2020 (5:00 p.m. IST). During this period, Members holding shares either in physical form or in dematerialized form, as on 18th day, September, 2020 i.e. cut-off date, may cast their vote electronically. The e-voting module shall be disabled by CDSL for voting thereafter. Those Members, who will be present in the AGM through VC / OAVM facility and have not cast their vote on the Resolutions through remote e-voting and are otherwise not barred from doing so, shall be eligible to vote through e-voting system during the AGM.
- III. The Members who have cast their vote by remote e-voting prior to the AGM may also attend/ participate in the AGM through VC / OAVM but shall not be entitled to cast their vote again. 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.
- IV. The voting rights of Members shall be in proportion to their shares in the paid-up equity share capital of the Company as on the cut-off date.
- V. The details of the process and manner for remote e-voting are explained herein below:
- (i) The shareholders should log on to the e-voting website [www.evotingindia.com](http://www.evotingindia.com).
- (ii) Click on Shareholders tab.
- (iii) Now Enter your User ID

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- a. For CDSL: 16 digits beneficiary ID,
  - b. For NSDL: 8 Character DP ID followed by 8 Digits Client ID,
  - c. Members holding shares in Physical Form should enter Folio Number registered with the Company.
- (iv) Next enter the Image Verification as displayed and Click on Login.
- (v) 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.
- (vi) If you are a first time user follow the steps given below:

	<b>For Members holding shares in Demat Form and Physical Form</b>
PAN	<p>Enter your 10 digit alpha-numeric *PAN issued by Income Tax Department (Applicable for both demat shareholders as well as physical shareholders)</p> <ul style="list-style-type: none"><li>• Members who have not updated their PAN with the Company/Depository Participant are requested to use the first two letters of their name and the 8 digits of the sequence number in the PAN field.</li><li>• In case the sequence number is less than 8 digits enter the applicable number of 0's before the number after the first two characters of the name in CAPITAL letters. Eg. If your name is Ramesh Kumar with sequence number 1 then enter RA00000001 in the PAN field.</li></ul>
Dividend Bank Details OR Date of Birth (DOB)	<p>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.</p> <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 (iv).</li></ul>

- (vii) After entering these details appropriately, click on “SUBMIT” tab.
- (viii) Members holding shares in physical form will then directly reach the Company selection screen. However, members 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