

# **G -TECH INFO-TRAINING LIMITED**

**CIN: L67120MH1994PLC080449**

**ANNUAL REPORT 2019 - 2020**

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**CORPORATE INFORMATION****BOARD OF DIRECTORS:**

1) Sangramkumar Das	Managing Director
2) Bhavesh Desai*	Non Executive Independent Director
3) Sneha Talreja	Non Executive Independent Director
4) Hasmukhbhai Thakkar*	Non Executive Independent Director
5) Gautam Mohite	Non Executive Independent Director
6) Rahul Ahire	Non Executive Independent Director
7) Vipul Shantilal Shah	Non Executive Independent Director

\*resigned on 16/09/2019

**AUDIT COMMITTEE:**

Gautam Kalu Mohite	Chairperson
Rahul Sudhakar Ahire	Member
Sangramkumar Das	Member

**NOMINATION AND REMUNERATION COMMITTEE:**

Rahul Sudhakar Ahire	Chairperson
GautamKalu Mohite	Member
Sneha Talreja	Member

**STAKEHOLDERS RELATIONSHIP COMMITTEE:**

Sneha Talreja	Chairperson
Sangramkumar Das	Member
Rahul Sudhakar Ahire	Member

**REGISTERED OFFICE:****G -TECH INFO-TRAINING LIMITED**

Address:- Office No. 1, 1<sup>st</sup> Floor, Laura Building, Near Metro Cinema, Marine Lines, Mumbai - 400 002.,Tele:- 022 - 69456666, Email :- gtechitltd@gmail.com, Website:- www.gtechinfolimited.com

**AUDITORS:**

**M/s Mohandas &Co**  
Chartered Accountants  
Firm Membership number :-106529W ,PAN :-AAPPS1965B  
Address:-Office No.10, Krishna Cottage, Dattapada Road No.2,  
Borivali (East) Mumbai-400066  
Tel no:-9892697299, Email:- ca.bmshetty@gmail.com

**REGISTRAR & SHARE TRANSFER AGENT:**

**Adroit Corporate Services Private Limited**  
Address:- 9/20 Jaferbhoy Industrial estate, 1<sup>st</sup>floor, Makwana road, Marolnaka, Andheri  
east, Mumbai - 400059, Tele :-022-42270400 Email :-pratapp@adroitcorporate.com,  
ganeshs@adroitcorporate.com

<b>Listed at</b>	<b>: BSE Limited</b>
<b>Scrip code</b>	<b>: 532139</b>
<b>SecurityID</b>	<b>: GTEIT</b>

**NOTICE**

Notice is hereby given that the Annual General Meeting of the members of G-Tech Info-Training Limited will be held on through Video Conferencing ("VC")/Other Audio Visual Means ("OAVM") on Monday, 28<sup>th</sup> September 2020 at 03:00 p.m. to transact the following business:

**ORDINARY BUSINESS:**

1. To receive, consider and adopt the Audited Profit and Loss Account for the year ended on 31<sup>st</sup> March, 2020, Balance Sheet as on that date, Director's Report and the Auditor's Report thereon.
2. To appoint Director in place of Mr. Sangramkumar Das (DIN: 05235448) who retires by rotation and being eligible offers himself for reappointment.
3. To appoint Statutory Auditors to Fill Casual Vacancy.

To consider and if thought fit, with or without modification (s), the following resolution as an ORDINARY RESOLUTION:-

**"RESOLVED THAT** pursuant to the provisions of Section 139(8) and other applicable provisions, if any, of the Companies Act, 2013 as amended from time to time or any other law for the time being in force (including any statutory modification or amendment thereto or re-enactment thereof for the time being in force), M/s. Tejas Nadkarni & Associates, Chartered Accountants, be and are hereby appointed as Statutory Auditors of the Company to fill the casual vacancy caused by the resignation of M/s Mohandas & Co., Chartered Accountants."

**"RESOLVED FURTHER THAT** M/s. Tejas Nadkarni & Associates, Chartered Accountants, be and are hereby appointed as Statutory Auditors of the Company from this Annual General Meeting and that they shall hold the office of the Statutory Auditors of the Company from the conclusion of this meeting until the conclusion of the Annual General Meeting which will be held in the year 2025 (subject to ratification at every Annual General Meeting) on such remuneration as may be fixed by the Board of Directors in consultation with them."

**For and on Behalf of the Company  
For G-Tech Info-Training Limited**

**Date: 25/08/2020  
Place: Mumbai**

**SD/-  
Sangramkumar Das  
Managing Director  
DIN: 05235448**

## Notes:

1. In view of the massive outbreak of the COVID-19 pandemic, social distancing is a norm to be followed and pursuant to the Circular No. 14/2020 dated April 08, 2020, Circular No.17/2020 dated April 13, 2020 issued by the Ministry of Corporate Affairs followed by Circular No. 20/2020 dated May 05, 2020, physical attendance of the Members to the AGM venue is not required and annual general meeting (AGM) be held through video conferencing (VC) or other audio visual means (OAVM). Hence, Members can attend and participate in the ensuing AGM through VC/OAVM.
2. Pursuant to the Circular No. 14/2020 dated April 08, 2020, issued by the Ministry of Corporate Affairs, the facility to appoint proxy to attend and cast vote for the members is not available for this AGM. However, the Body Corporates are entitled to appoint authorised representatives to attend the AGM through VC/OAVM and participate thereat and cast their votes through e-voting.
3. 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 for 1000 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.
4. 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 the Circulars issued by the Ministry of Corporate Affairs 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 National Securities Depository Limited (NSDL) for facilitating voting through electronic means, as the authorized agency. The facility of casting votes by a member using remote e-voting system as well as venue voting on the date of the AGM will be provided by NSDL.
5. 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.gtechinfold.com](http://www.gtechinfold.com). The Notice can also be accessed from the websites of the Stock Exchanges i.e. BSE Limited and National Stock Exchange of India Limited at [www.bseindia.com](http://www.bseindia.com) and [www.nseindia.com](http://www.nseindia.com) respectively and the AGM Notice is also available on the website of NSDL (agency for providing the Remote e-Voting facility) i.e. [www.evoting.nsdl.com](http://www.evoting.nsdl.com).
6. AGM has been convened through VC/OAVM in compliance with applicable provisions of the Companies Act, 2013 read with MCA Circular No. 14/2020 dated April 08, 2020 and MCA Circular No. 17/2020 dated April 13, 2020 and MCA Circular No. 20/2020 dated May 05, 2020.
7. Further, 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 Bank/Depositories. Members may note that the Notice and Annual Report 2019-20 will also be available on the company's website [www.gtechinfold.com](http://www.gtechinfold.com), websites of the Stock Exchanges i.e., BSE Limited [www.bseindia.com](http://www.bseindia.com).

8. The explanatory statement pursuant to Section 102 of the Companies Act, 2013 relating to the Special Business to be transacted at the Annual General Meeting ("Meeting") is annexed hereto.
9. All documents referred to in the notice and the explanatory statement provided hereinafter, will also be available for electronic inspection by the members without any fee from the date of circulation of this notice up to the date of AGM i.e., September 28, 2020. Members seeking to inspect such documents can send an email to [gtechitltd@gmail.com](mailto:gtechitltd@gmail.com).
10. The Share Transfer Books & the Register of Members shall remain closed from Monday, 21<sup>st</sup> September, 2020 to Monday, 28<sup>th</sup> September, 2020 (Both days inclusive).
11. 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 referred to above 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.
12. Institutional/Corporate Shareholders (i.e. other than individuals/HUF, NRI, etc.) are required to send a scanned copy (PDF/JPG Format) of its Board or governing body Resolution/Authorization etc., authorizing its representative to attend the AGM through VC/OAVM on its behalf and to vote through remote e-voting. The said Resolution/Authorization shall be sent to the Scrutinizer by email from its registered email address to [gtechitltd@gmail.com](mailto:gtechitltd@gmail.com) with a copy marked to [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in).
13. Members are requested to intimate changes, if any, pertaining to their name, postal address, email address, telephone/ mobile numbers, Permanent Account Number (PAN), mandates, nominations, power of attorney, bank account details such as, name of the bank and branch, bank account number, MICR code, IFSC code, etc., to their DPs in case the shares are held by them in electronic form and to Company's RTA- Adroit Corporate Services Pvt. Ltd. (Tel no. 022 - 28596060 / 28594060 / 40053636/ 40052115) (email id: [info@adroitcorporate.com](mailto:info@adroitcorporate.com)) in case the shares are held by them in physical form.
14. In case of joint holders, the Member whose name appears as the first holder in the order of names as per the Register of Members of the Bank or Register of Beneficial holders as made available by the depositories, will be entitled to vote at the AGM.
15. Members desiring any information with regard to the annual accounts or any matter to be placed at the AGM, are requested to write to the Company on or before 23, September 2020 through email on [gtechitltd@gmail.com](mailto:gtechitltd@gmail.com).
16. Members attending the AGM through "VC"/"OAVM" shall be counted for the purpose of reckoning the quorum under Section 103 of the Act.
17. Since the AGM will be held through "VC"/"OAVM", the Route Map is not annexed in this Notice.
18. Instructions for remote e-voting and procedure to join the AGM are provided as under.

**INSTRUCTIONS FOR ATTENDING ANNUAL GENERAL MEETING VIRTUALLY:**

Due to the prevailing COVID situation and keeping in mind the circulars issued by the Ministry of corporate affairs and Securities Exchange Board of India and various other government authorities, Company has decided to conduct the meeting through zoom app.

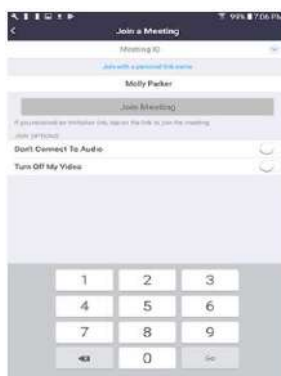
Login id and password for attending the AGM will be sent to the members on their registered E-Mail ID (if E-Mail ID is not registered then first registered your E-Mail ID with NSDL/CDSL) before 3 days prior to the date of AGM, Link of the meeting will also be available on the website of the Company i.e. [www.gtechinfotd.com](http://www.gtechinfotd.com).

**Steps for Android users:**

- ❖ Open the zoom mobile app. If you have not downloaded the Zoom mobile app yet, you can download it from the Google Play Store.
- ❖ Join a meeting using one of these methods
  - a) Tap Join a Meeting if you want to join without signing in.
  - b) Sign in to Zoom then tap Join.



- ❖ Enter the meeting ID number and your display name.
  - a) If you're signed in, change your name if you don't want your default name to appear.\*
  - b) If you're not signed in, enter your name registered with the Company.\*
- ❖ Select if you would like to connect audio and/or video and tap Join Meeting.

**Steps for iOS users:**

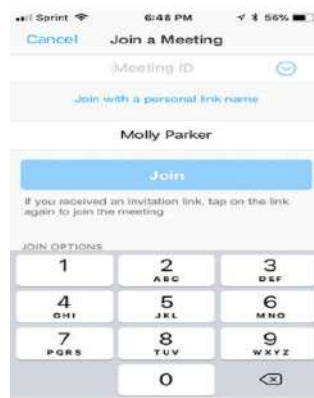
- ❖ Open the Zoom mobile app. If you have not downloaded the Zoom mobile app yet, you can download it from the App Store.
- ❖ Join a meeting using one of these methods
  - a) Tap Join a Meeting if you want to join without signing in.



b) Sign in to Zoom then tap Join.



- ❖ Enter the meeting ID number and your display name.
  - a) If you're signed in, change your name if you don't want your default name to appear.\*
  - b) If you're not signed in, enter a display name\*
- ❖ Select if you would like to connect audio and/or video and select Join.



**Steps for Web browsers:**

- ❖ Google Chrome
  - Open Chrome.
  - Go to [join.zoom.us](https://join.zoom.us).
  - Enter your meeting ID provided by the host/organizer.

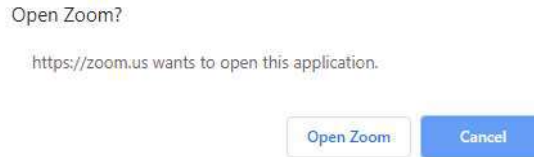
**Join a Meeting**

A screenshot of the Zoom web browser "Join a Meeting" form. It features a text input field labeled "Meeting ID or Personal Link Name" with a light blue border. Below the field is a small note: "Your meeting ID is a 9, 10, or 11-digit number". At the bottom is a blue "Join" button.

- Click Join.
  - a) If this is your first time joining from Google Chrome, you will be asked to open the Zoom client to join the meeting.

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- b) You can check Always open these types of links in the associated app to skip this step in the future.
- c) Click Open Zoom Meetings (PC) or Open zoom.us (Mac).



**Safari:**

- ❖ Open Safari.
- ❖ Go to join.zoom.us.
- ❖ Enter your meeting ID provided by the host/organizer.



- ❖ Click Join.
- ❖ When asked if you want to open zoom.us, click



**Steps for Microsoft Edge or Internet Explorer:**



- ❖ Open Edge or Internet Explorer.
- ❖ Go to join.zoom.us.
- ❖ Enter your meeting ID provided by the host/organizer.
- ❖ Click Join.