# 39th Annual Report 2020 - 2021

PH TRADING LTD. CIN - L51109WB1982PLC035011

# **Board of Directors**

Mr. Prakash Chandra Himatsingka Mr. Ashok Kumar Jhanwar Mrs. Arati Trivedi Mr. Avishek Himatsingka Mr. Amar Chand Agarwal Mr. Tushar Suresh Dave

# CEO

Mr. Tushar Suresh Dave

**CFO** Mr. Ramdeo Agarwalla

**CS** Vritti Todi Choudhary

# Auditors

M/s. H. B. & Associates 24, N. S. Road, 5th Floor, Kolkata - 700 001

M/s. Kataruka & Co. (Internal Auditors) P-44, Rabindra Sarani, Kolkata - 700 001

# Bankers

ICICI Bank Limited, Kolkata Oriental Bank of Commerce, Mumbai

# **Registered Office:**

Poddar Point 'B' Block, 10th Floor, 113, Park Street, Kolkata - 700 016

# NOTICE OF THIRTY NINTH ANNUAL GENERAL MEETING

Notice is hereby given that the Thirty Ninth Annual General Meeting of the members of PH Trading Limited will be held on 30th September, 2021 at 4.00 P.M. at the registered office of the Company at 113, Park Street, Poddar Point, 'B' Block, and Kolkata - 700 016 to transact the following business:

#### **ORDINARY BUSINESS**

- Item No. 1 "To receive, consider and adopt (a) the audited financial statement of the Company for the financial year ended 31st March, 2021 and the reports of the Board of Directors and Auditors thereon: and (b) the audited consolidated financial statement of the Company for the financial year ended 31st March, 2021 and the reports of the Auditors thereon,"
- 2. Item No. 2 "To appoint a Director in place of Mr. Avishek Himatsingka (DIN-00613082) who retires by rotation and being eligible, offers himself for reappointment as director of the company:"

#### **SPECIAL BUSINESS**

3. Item 3: TO APPROVE THE INVESTMENT LIMIT UP TO RUPEES 3,00,00,000/- UNDER SECTION 186 OF THE COMPANIES ACT 2013.

To consider and if thought fit, to pass, with or without modification(s), the following Resolution as a Special Resolution:-

"**RESOLVED THAT** pursuant to the provisions of Section 186 of the Companies Act. 13, read with the Companies (Meetings of Board and its Powers) Rules. and other applicable provisions, if any, (including any amendment thereto or re-enactment thereof for the time being in force), if any, the approval of the members of the Company be and is hereby accorded to the Board to (a) give any loan to any body corporate(s) / person (s); (h) give any guarantee or provide security in connection with a loan to corporate(s) / person (s); and (c) acquire by way of subscription, purchase or otherwise, securities of anybody corporate from time to time in one or more trenches as the Board of Directors as in their absolute discretion deem beneficial and in the interest of the Company, for an amount not exceeding Rs 3.00,00,000 (Rupees Three Crore Only) outstanding at any time notwithstanding that such investments, outstanding loans given or to be given and guarantees and security provided are in excess of the limits prescribed under Section 186 of the Companies Act, 2013.

"**RESOLVED FURTHER THAT**, for the purpose of giving effect to the above, Board of Directors of the Company and/or any person authorized by the Board from time to time be and is hereby empowered and authorized to take such steps as he necessary for obtaining approvals, statutory or otherwise, in relation to the above and to settle all matters arising out of and incidental thereto and to sign and to execute deeds, applications, documents and writings that may be required, on behalf of the Company and generally to do all such acts, deeds, matters and things as may be necessary, proper, expedient or incidental for giving effect to this resolution."

#### 4. Item 4: Approval for the purpose of Section 185 of the Companies Act, 2013

To consider and if thought fit, to pass, with or without modification(s), the following Resolution as a Special Resolution:-

"**RESOLVED THAT** pursuant to the provisions of Section 186 of the Companies Act. 13, read with the to the provisions ot Section 185 of the Companies Act, 2013, as amended by the Companies (Amendment) Act. 2017 read with allied Rules. approval of members of the Company be and is hereby accorded for advancing loan(s), in one more tranches, to DHYANESHWAR TRADERS PRIVATE LIMITED being entity covered under the category - of 'a person in whom any of the director of the company is interested' as specified in the explanation to subsection 2 of the said Section), of an aggregate oulstanding amonnl nol exceeding only Rs.2.50,00,000/ (Rupees Two Crore and fifty lakhs only).

"**RESOLVED FURTHER THAT**, for the purpose of effect to this resolution, the Board of Directors of the Company (hereinafter referred to as "the Board") and such other authoirty, as may be authorised by the Board, from time to time, in this regard, be and is hereby authorized to negotiate, finalise and agree to the terms and conditions of the aforesaid Load, and to take all necessary steps, to execute all such documents, instruments and writings and to do all such acts, deeds or things in order to comply with all the legal and procedural formalities and to do all such acts, deeds or things incidental or expedient thereto and as the Board may think fit and suitable."

For PH Trading Limited

Place: Kolkata Date: 30-06-2021 Prakash Chandra Himatsingka Director Din No: 00613105

# **EXPLANATORY STATEMENT** (Pursuant to Section 102 of the Companies Act, 2013)

In Respect to Item 3:

In order to make optimum use of funds available with the Company and also to achieve long term strategic and business objectives, the Board of Directors of the Company proposes to make use of the same by making investment in other bodies corporate or granting loans, giving guarantee or providing security to other persons or other body corporate or as and when required.

Pursuant to the provisions of section 186(3) of the Companies Act, 2013 and rules made there under, the Company needs to obtain prior approval of shareholders by way of special resolution passed at the General Meeting in case the amount of investment, loan, guarantee or security proposed to be made is more than the higher of sixty percent of the paid up share capital, free reserves and securities premium account or one hundred percent of free reserves and securities premium account.

Accordingly, the Board of Directors of the Company proposes to obtain approval of shareholders by way of special resolution as contained in the notice for an amount not exceeding Rs.3,00,00,000 (Rupees Three Crore Only) outstanding at any time notwithstanding that such investments, outstanding loans given or to be given and guarantees and security provided are in excess of the limits prescribed under Section 186 of the Companies Act, 2013.

Therefore, the said Special Resolution is proposed for the approval of members under the item No.3 under Special Business of the Notice.

None of the Directors or the Key Managerial Personnel or their relatives are in any way interested or concerned, financially or otherwise in this Resolution.

#### In Respect to Item 4:

The Company proposes for advancing loan(s) to DHYANESHWAR TRADERS PRIVATE LIMITED for business purpose, Pursuant to Section 185 of the Companies Act, 2013 as amended the Company and DHYANESHWAR TRADERS PRIVATE LIMITED are entities covered under 'a person in whom any of the director of the company is interested', as DHYANESHWAR TRADERS PRIVATE LIMITED & the Companies have common directors Mr Prakash Chandra Himatsingka, Mr. Tushar S Dave & Mr. Amar Chand Agarwal hence the provisions of Section 185 of the Companies Act, 2013, mandates that such loan can be provided if a Special Resolution at the General Meeting of the Shareholders is passed.

The required particulars as per proviso to Section 185(2) are given hereunder.

Name of the Company to whom Ioan is being given	Particulars of loans to be given	Purpose for which the loan is taken/to be taken
DHYANESHWAR TRADERS PRIVATE LIMITED	Aggregate outstanding amount of loan not exceeding Rs.2,50,00,000/- (Rupees two Croce and fifty lakhs only). The loan taken/to be taken is to be repayable on demand at an interest rate which would not be less than the rate of interest as mentioned in applicable laws.	The Loan is taken/to be taken carrying on its principal business activities

Mr Prakash Chandra Himatsingka, Mr. Tushar S Dave & Mr. Amar Chand Agarwal being the common directors between the Company including their relatives to the extent of their shareholding in the Company, if any, none of the other Directors or the Key Managerial Personnel or their relatives are in any way interested or concerned, financially or otherwise in this Resolution.

For PH Trading Limited

Place: Kolkata Date: 30-06-2021

#### Prakash Chandra Himatsingka Director Din No: 00613105

Additional Information of Directors working appointment / re-appointment at the 39th Annual General Meeting pursuant to Regulation 36(3) of the SEBI (LODR) Regulations, 2015

Annexure as referred to in note No. 2 on notice

Name of the Director	Mr. Avishek Himatsingka
Director Identification Number	DIN:00613082
Date of Birth	28/02/1977
Date of Appointment	06/04/2005
Educational Qualification	B. COM
Expertise in specific functional areas	Marketing
Chairmanship/ Membership of Committees in this Company	-yes-
Present Status of directorship in this Company	Promoter, Executive Director
Directorship in other Public Limited Company	None.
Chairmanship/Membership of Committees in other Public Limited Company	None
Shareholding as on 31st March, 2021	290950
Seeking appointment / re-appointment	Retire by rotation and seeking re-appointment
Rotational status	Retire by rotation
Tenure of appointment	Not Applicable

#### NOTES:

1. A member entitled to attend and vote at the meeting is entitled to appoint proxy to attend and vote instead of himself and such a proxy need not be a member of the company. The proxy in order to be effective should be duly stamped, completed and signed and must be deposited at the registered office of the company not less than 48 hours before the time for holding the aforesaid meeting.

A person can act as a proxy on behalf of members not exceeding fifty and holding in the aggregate not more than ten percent of the total share capital of the Company carrying voting rights. A member holding more than ten percent of the total share capital of the Company carrying voting rights may appoint a single person as proxy and such person shall act as a proxy for any other person or shareholder.

- In terms of Articles of Association of the Company, read with Section152 of the Companies Act 2013, Mr. Avishek Himatsingka (DIN-00613082) retire by rotation at the ensuing Annual General Meeting and being eligible, offer himself for re-appointment. The Board of Directors of the Company commends his re-appointment.
- 3. The Explanatory Statement setting out the material facts pursuant to Section 102 of the Companies Act, 2013 ("the Act"), in respect of the Special Business under Item no. 3 to 4 set above and the details as required under Regulation 36 of the SEBI (Listing Obligation sand Disclosure Requirements) Regulations, 2015 ('SEBI Listing Regulations') and Secretarial Standard on General Meeting (SS-2) in respect of the Directors seeking appointment/ re-appointment at this Annual General Meeting is annexed hereto.
- 4. The dates for the closure of the Register of Members and Share Transfer Books of the Company are from 24.09.2021 to 30.09.2021(both days inclusive).
- 5. Members are requested to bring their copies of the Reports and Accounts to the Meetings.Members seeking any information or clarification on the Accounts are requested to send, in writing, queries to the Company, at least one week before the date of the meeting. Replies will be provided, in respect of such written queries, only at the meeting.
- 6. Members / Proxies should fill the Attendance Slip for attending the meeting, Members who hold shares in dematerialized form are requested to write their Client ID and DPID numbers and those who hold shares in physical form are requested to write their Folio Number in the attendance slip for attending the meeting.
- 7. Corporate Members intending to send their authorized representatives are requested to send a duly certified copy of the Board Resolution authorizing their representatives to attend and vote at the Annual General Meeting.
- 8. Members holding shares in physical form are requested to notify any change in their address and particulars of their bank account immediately in the Company at its Registered Office or its Registrar & Share Transfer Agents office M/s Niche Technologies Pvt. Ltd., 3A, Auckland Place, 7th floor, Room no. 7A & 7B, Kolkata 700017. The following particulars are required:
  - a) Name of First / Sole Shareholder and their Folio Number.
  - b) Name of Bank, complete address of Branch and IFS Code Number.
  - c) Account type, whether savings or current account and account number allotted by Bank.
- 9. Members holding shares in electronic form may please note that their bank details as furnished by the respective Depositories to the Company as per applicable regulation of the Depositories and the Company will not entertain any direct request from such members for change / deletion in such bank details.
- 10. At present the Company's equity share are listed on the Stock Exchanges at Kolkata and Bombay Stock Exchange Limited listing fees for the current financial year 2021-22 have been paid to the aforesaid Stock Exchange. Members are informed that the scripts of the Company has been activated in Central Depositories Services Limited (CDSL) and may be dematerialized under the ISIN –INE603D01017.

The custodian fees for the current financial year 2021-22 have been paid to the aforesaid Depository.

- 11. All documents referred to in accompanying Notice are open for inspection at the Registered Office of the Company on all working days between 11.00 A.M. to 1.00 P.M. upto the date of the Annual General Meeting.
- 12. The Securities and Exchange Board of India (SEBI) has mandated to submission of Permanent Account Number (PAN) by every participant in securities market. Members holding shares in electronic form are, therefore requested to submit their PAN to their Depository participants with whom they are maintaining their demat accounts. Members holding shares in physical form can submit their PAN to the Company and or its Registrar & Share Transfer Agents.
- 13. The Ministry of Corporate Affairs (MCA) has come out with a Circular Nos. 17/2011 dated 21/04/2011 & 18/2011 dated 29/04/2011 propagating "Green initiative" encouraging Corporate to serve documents though electronic mode. In order to above, those shareholders, who want the Annual Report in electronic mode, are requested to send their e-mail address.

14. Voting Through Electronic Means:

- 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 the SEBI(Listing Obligation and Disclosure Requirements) Regulations, 2015, the Company is pleased to provide members facility to exercise their right to vote on resolutions proposed to be considered at the Annual General Meeting (AGM) by electronic means and the business may be transacted through e-Voting Services. The facility of casting the votes by the members using an electronic voting system from a place other than venue of the AGM ("remote e-voting") will be provided by Central Depository Services (India) Limited (CDSL).
- II. The facility for voting through ballot paper shall be made available at the AGM and the members attending the meeting who have not cast their vote by remote e-voting shall be able to exercise their right at the meeting through ballot paper. 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.
- III. The process and manner for remote e-voting are as under: The remote e-voting period commences on 27thSeptember, 2021 at 09:00 A.M. (IST) and ends on 29thSeptember,2021 at 05:00 P.M. (IST). During this period members' of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date of 23rd September, 2021, may cast their vote by remote e-voting. The remote e-voting module shall be disabled by CDSL for voting thereafter. Once the vote on a resolution is cast by the member, the member shall not be allowed to change it subsequently.

If you are a first time user follow the steps given below:

a) Login method for e-Voting: Applicable only for Individual shareholders holding securities in Demat

As per the 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 their respective Depositories and Depository Participants as detailed below. Shareholders are advised to update their mobile number and email Id in their demat accounts in order to access e-Voting facility.

#### **PROCEDURE TO LOGIN THROUGH WEBSITES OF DEPOSITORIES**

As per the SEBI circular dated December 9, 2020 on e-Voting facility provided by Listed Companies, Individualshareholders holding securities in Demat mode are allowed to vote through their demat account maintained withtheir respective Depositories and Depository Participants as detailed below. Shareholders are advised to update their mobile number and email Id in their demat accounts in order to access e-Voting facility.

#### National Securities Depository Limited ("NSDL")

- 1. Users already registered for IDeAS e-Services facility of NSDL may follow the following procedure:
  - i. Type in the browser / Click on the following e-Services link: https://eservices.nsdl.com
  - ii. Click on the button "Beneficial Owner" available for login under 'IDeAS' section.
  - iii. A new page will open. Enter your User ID and Password for accessing IDeAS.
  - iv. On successful authentication, you will enter your IDeAS service login. Click on "Access to e-Voting" under Value AddedServices on the panel available on the left hand side.
  - v. Click on "Active E-voting Cycles" option under E-voting.
  - vi. Click on the company name or e-Voting serviceprovider and you will be re-directed to e-Voting service provider website for casting the voteduring the remote e-Voting period.
- 2. Users not registered for IDeAS e-Services facility of NSDLmay follow the following procedure:
  - i. To register, type in the browser / Click on the followinge-Services link: https://eservices.nsdl.com
  - ii. Select option "Register Online for IDeAS" available on the lefthand side of the page
  - iii. Proceed to complete registration using your DP ID, Client ID, Mobile Number etc.
  - iv. Proceed with completing the required fields.
- 3. Users may directly access the e-Voting module of NSDL asper the following procedure:
  - i. Type in the browser / Click on the following link: https://www.evoting.nsdl.com/
  - ii. Click on the button "Login" available under "Shareholder/Member" section.
  - iii. On the login page, enter User ID (that is, 16-character demat account number held with NSDL, starting with IN), Login Type,that is, through typing Password (in case you are registered on NSDL's e-voting platform)/ through generation of OTP (incase your mobile/e-mail address is registered in your demat account) and Verification Code as shown on the screen.
  - iv. On successful authentication, you will enter the e-votingmodule of NSDL. Click on "Active E-voting Cycles / VC orOAVMs" option under E-voting. Click on the company name or e-Voting serviceprovider name and you will be redirected to e-Voting service provider website for casting yourvote during the remote e-Voting period.

#### Central Depository Services (India) Limited ("CDSL")

- 1. Users already registered for Easi / Easiest facility of CDSL may follow the following procedure:
  - i. Type in the browser / Click on any of the following links: https://web.cdslindia.com/myeasi/home/ login or www.cdslindia.com and click on New System Myeasi / Loginto My Easi option under Quick Login (best operational inInternet Explorer 10 or above and Mozilla Firefox)
  - ii. Enter your User ID and Password for accessing Easi / Easiest.
  - iii. Click on company name or e-Voting service providername to cast your vote during the remote e-Votingperiod.
- 2. Users not registered for Easi/Easiest facility of CDSL may follow the following procedure:
  - i. To register, type in the browser / Click on the following link: https://web.cdslindia.com/myeasi/ Registration/EasiRegistration
  - ii. Proceed to complete registration using your DP ID-ClientID (BO ID), etc.
  - iii. After successful registration, please follow steps given underSr. No. 1 above to cast your vote.
- 3. Users may directly access the e-Voting module of CDSL asper the following procedure:
  - i. Type in the browser / Click on the following links: www.cdslindia.com / https://www.evotingindia.com ii. Provide Demat Account Number and PAN
  - iii. System will authenticate user by sending OTP on registeredMobile & E-mail as recorded in the Demat Account.

4. On successful authentication, you will enter the e-voting module of CDSL. Click on the company name and you will be redirected to e-Voting service provider website forcasting your vote during the remote e-Voting p period.

#### PROCEDURE TO LOGIN THROUGH THEIR DEMAT ACCOUNTS / WEBSITE OF DEPOSITORY PARTICIPANT

You can also login using the login credentials of your demat account through your Depository Participant registered with NSDL/CDSL for e-Voting facility. Once login, you will be able to see e-Voting option. Click on e-Voting optionand you will be redirected to NSDL/CDSL Depository site after successful authentication. Click on the company name or e-Voting service provider name and you will be redirected to e-Voting service provider website for castingyour vote during the remote e-Voting period.

#### **IMPORTANT:**

Members who are unable to retrieve User ID / Password are advised to use "Forgot User ID" / "Forgot Password" options available on the websites of Depositories / Depository Participants.

Contact details in case of any technical issue on NSDL Website	Contact details in case of any technical issue on CDSL Website
Members facing any technical issue during login can	Members facing any technical issue during login
contact NSDL helpdesk by sending a request at evot-	can contact CDSL helpdesk by sending a request
ing@nsdl.co.in or call at toll free nos.: 1800 1020 990	at helpdesk.evoting@cdslindia.com or contact at
/ 1800 22 44 30	022- 23058738 or 022-23058542-43

Login method for e-Voting: Applicable only for Members holding shares in physical form and for Non-Individual Members (holding shares either in physical or demat):

- 1) The shareholders should log on to the e-voting website www.evotingindia.com.
- 2) Click on "Shareholders" module.
- 3) Now enter your User ID a. For CDSL: 16 digits beneficiary ID, b. For NSDL: 8 Character DP ID followed by 8 Digits Client ID, c. Shareholders holding shares in Physical Form should enter Folio Number registered with the Company.
- 4) Next enter the Image Verification as displayed and Click on Login.
- 5) If you are holding shares in demat form and had logged on to www.evotingindia.com and voted on anearlier e-voting of any company, then your existingpassword is to be used.
- 6) If you are a first-time user follow the steps givenbelow:

	For Members holding shares in Demat Form and Physical Form
PAN	<ul> <li>Enter your 10 digit alpha-numeric PAN issued by Income Tax Department (Applicable for both demat shareholders as well as physical shareholders)</li> <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 O'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>
DOB	Enter the Date of Birth as recorded in your demat account with the depository or in the company records for your folio in dd/mm/yyyy format

Bank Account Number (DBD)	<ul> <li>Enter the Bank Account Number as recorded in your demat account with the depository or in the company records for your folio.</li> <li>Please Enter the DOB or Bank Account Number in order to Login.</li> <li>If both the details are not recorded with the depository or company then please enter the member-id / folio number in the Bank Account Number details field as mentioned in above instruction (IV).</li> </ul>
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- 7) After entering these details appropriately, click on "SUBMIT" tab.
- 8) 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 voting for resolutions of any other company on which they are eligible to vote, provided that company opts for e-voting through CDSL platform. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.
- 9) For Members holding shares in physical form, the details can be used only for e-voting on the resolutions contained in this Notice.
- 10) Click on the EVSN for the relevant Company Name i.e "**PH Trading Limited** "on which you choose to vote. On which you choose to vote.
- 11) On the voting page, you will see "RESOLUTION DESCRIPTION" and against the same the option "YES/ NO" for voting. Select the option YES or NO as desired. The option YES implies that you assent to the Resolution and option NO implies that you dissent to the Resolution.
- 12) Click on the "RESOLUTIONS FILE LINK" if you wish to view the entire Resolution details.
- 13) After selecting the resolution you have decided to vote on, click on "SUBMIT". A confirmation box will be displayed. If you wish to confirm your vote, click on "OK", else to change your vote, click on "CANCEL" and accordingly modify your vote.
- 14) Once you "CONFIRM" your vote on the resolution, you will not be allowed to modify your vote.
- 15) You can also take out print of the voting done by you by clicking on "Click here to print" option on the Voting page.
- 16) If Demat account holder has forgotten the same password then enter the User ID and the image verification code and click on Forgot Password & enter the details as prompted by the system.
- 17) Note for Institutional Shareholders& Custodians :
  - Institutional shareholders (i.e. other than Individuals, HUF, and NRI etc.) and Custodians are required to log on to https://www.evotingindia.com and register themselves as Corporates.
  - A scanned copy of the Registration Form bearing the stamp and sign of the entity should be emailed to helpdesk.evoting@cdslindia.com.
  - After receiving the login details they have to create a compliance user which should be created using the admin login and password. The Compliance user would be able to link the account(s) for which they wish to vote on.
  - The list of accounts should be mailed to helpdesk.evoting@cdslindia.com and on approval of the accounts they would be able to cast their vote.
  - A scanned copy of the Board Resolution and Power of Attorney (POA) which they have issued in favour of the Custodian, if any, should be uploaded in PDF format in the system for the scrutinizer to verify the same.
- 18) In case you have any queries or issues regarding e-voting, you may refer the Frequently Asked Questions ("FAQs") and e-voting manual available at www.evotingindia.com under help section or write an email to helpdesk.evoting@cdslindia.com or contact them at 18002005533
- 19) Shareholders can also cast their vote using CDSL's mobile app m-voting available for android based mobiles. The m-voting app can be downloaded from Google play store. IPhone and windows phone users can download the app from the App Store and the windows phone store respectively. Please follow the instructions as prompted by the mobile app while voting on your mobile.
- 20). Institutional Members/ Bodies Corporate (i.e. other than individuals, HUF, NRI etc.) are required to send scanned copy (PDF/ JPG Format) of the relevant Board Resolution/ Authority letter etc. together with attested specimen signature of the duly authorised signatory(ies) who are authorised to vote through e-mail at csrajansingh2014@gmail.com with a copy marked to helpdesk.evoting@ cdslindia.com on or before 29thSeptember, 2021 (5.00 P.M.) without which the vote shall not be treated as valid.