

SYMBIOX INVESTMENT & TRADING CO. LTD.

CIN: L65993WB1979PLC032012

7A, RANI RASHMONI ROAD KOLKATA - 700013

Tel. No.:033-32515833

Website:www.symbioxinvestment.com/; E-mail: symbioxinvestment100@gmail.com

NOTICE

Notice is hereby given that 40th Annual General Meeting of the members of the **SYMBIOX INVESTMENT TRADING CO LIMITED** will be held at 221, Rabindra Sarani, Om Shree Market, 3rd Floor, Kolkata-700007, West Bengal on Monday, 30th September, 2019 at the 9.30 a.m. to transact the following businesses:

ORDINARY BUSINESS:

1. To receive, consider and adopt the Annual Financial Statements (Including Consolidated Financial Statements) of the Company for the financial year needed 31st March, 2019, the Reports of Auditors and Directors thereon.
2. To appoint a director in place of Mr. MAHAVIR VERMA [DIN: 08406239] who retires by rotation and being eligible, offers himself for re-appointment.
3. To consider and if thought fit, to pass, with or without modification(s), the following resolution as an

ORDINARY RESOLUTION:

"RESOLVED THAT pursuant to the provisions of section 139, 142 and other applicable provisions of the Companies Act, 2013, if any, read with the Companies (Audit and Auditors) Rules, 2014 and other applicable rules, if any, (including any statutory modification(s) or re-enactment thereof for the time being in force) M/s. MANABENDRA BHATTACHARYYA & CO. Chartered Accountants, Kolkata (M. No. - 065549), be and is hereby appointed in place of Pravin Poddar, Chartered Accountant (Membership No. 050714), who give his consent in writing not to be re-appointed as the Statutory Auditor of the Company. He will hold office from the conclusion of this Annual General Meeting (AGM) till the conclusion of AGM to be held in the year 2024, subject to ratification by members at every AGM, on a remuneration as may be mutually agreed upon by the Board of Directors and the Auditor plus applicable taxes and reimbursement of travelling and out of pocket expenses incurred by them for the purpose of audit."

SPECIAL RESOLUTION:

ITEM NO: 4 Regularization of Mr Bappa Mitra (DIN: 08405997) as Non- Executive Independent Director

"RESOLVED THAT Mr Bappa Mitra (DIN: 08405997), who was appointed as an additional Director (Non Executive & Independent) of the Company with effect from 08th April, 2019 by the Board of Directors and who holds office upto the date of this Annual General Meeting of this Company under Section 161(1) of the Companies Act, 2013 ("the Act"), and in respect of whom the Company has received a notice in writing from a member under section 160(1) of the Act proposing his candidature for the office of Director of the Company, be and is hereby appointed as a Director of the Company"

"RESOLVED FURTHER THAT pursuant to the provisions of Sections 149, 152 and other applicable provisions, if any, of the Companies Act, 2013, read with Schedule IV of the Act (including any statutory modification or re-enactment thereof for the time being in force) and the Companies (Appointment and Qualification of Directors) Rules, 2014, as amended from time to time, Mr Bappa Mitra (DIN: 08405997), who meets the criteria of independence as provided under Section 149(6) of the Act and Regulation 16(1)(b) of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 and who is eligible to be appointed as Independent Director of the Company, be and is hereby appointed as Independent Director of the Company for a term of five years commencing 08th April, 2019"

Mr Bappa Mitra, may be deemed to be concerned or interested in the resolution relating to his appointment.

The Board recommends this Resolution for your approval.



ITEM NO: 6 Regularization of Mr Samit Ray (DIN: 08406285) as Non- Independent Executive Director

“RESOLVED THAT Mr Samit Ray (DIN: 08406285), who was appointed as an Additional Director (Non-Independent Executive Director) of the Company with effect from 08th April, 2019 by the Board of Directors and who holds office upto the date of this Annual General Meeting of this Company under Section 161(1) of the Companies Act, 2013 (“the Act”), and in respect of whom the Company has received a notice in writing from a member under section 160(1) of the Act proposing his candidature for the office of Director of the Company, be and is hereby appointed as a Director of the Company”

“RESOLVED FURTHER THAT pursuant to the provisions of Sections 149, 152 and other applicable provisions, if any, of the Companies Act, 2013, read with Schedule IV of the Act(inc1uding any statutory modification or re-enactment thereof for the time being in force) and the Companies(Appointment and Qualification of Directors)Ru1es, 2014, as amended from time to time and Regulation 16(1)(b) of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 and who is eligible to be appointed as Independent Director of the Company, be and is hereby appointed as Independent Director of the Company for a term of five years commencing 08th April, 2019”

Mr Samit Ray may be deemed to be concerned or interested in the resolution relating to his appointment.

The Board recommends this Resolution for your approval.

ITEM NO: 7 Regularization of Mr Ranjit Soni (DIN: 08526177) as Non- Executive Independent Director

“RESOLVED THAT Mr Ranjit Soni (DIN: 08526177), who was appointed as an Additional Director (Non Executive & Independent) of the Company with effect from 13th April, 2019 by the Board of Directors and who holds office upto the date of this Annual General Meeting of this Company under Section 161(1) of the Companies Act, 2013 (“the Act”), and in respect of whom the Company has received a notice in writing from a member under section 160(1) of the Act proposing his candidature for the office of Director of the Company, be and is hereby appointed as a Director of the Company”

“RESOLVED FURTHER THAT pursuant to the provisions of Sections 149, 152 and other applicable provisions, if any, of the Companies Act, 2013, read with Schedule IV of the Act(inc1uding any statutory modification or re-enactment thereof for the time being in force) and the Companies(Appointment and Qualification of Directors)Ru1es, 2014, as amended from time to time, Mr Ranjit Soni (DIN: 08526177), who meets the criteria of independence as provided under Section 149(6) of the Act and Regulation 16(1)(b) of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 and who is eligible to be appointed as Independent Director of the Company, be and is hereby appointed as Independent Director of the Company for a term of five years commencing 13th April, 2019”

Mr Ranjit Soni may be deemed to be concerned or interested in the resolution relating to his appointment.

The Board recommends this Resolution for your approval.



ITEM NO: 7 To Consider and approved of Mr. Mahavir Verma (DIN: 08406239) As an Whole Time Director of the Company:

To consider and if thought fit, to pass with or without modifications, the following resolution as a Special Resolution

"RESOLVED THAT pursuant to the provisions of Sections 196 and 197 read with Schedule V and other applicable provisions, if any, of the Companies Act, 2013 ("the Act") and the Rules framed thereunder (including any statutory modifications, amendments or re-enactment thereof, for the time being in force) and pursuant to the recommendations of Nomination and Remuneration Committee of Directors and approval of the Board of Directors of the Company, consent of the members of the Company be and is hereby accorded for variation/ approval of remuneration payable to Mr. Mahavir Verma (DIN: **08406239**) as a Whole Time Director, for the period of 5 years from 08th April 2019 to 07th April 2024, which shall not exceed the limits stated hereunder :

(a) Salary :

Rs. 3,00,000/- per annum

(b) Performance Bonus:

Not exceeding 100% of Salary, payable annually for each financial year, as may be determined by the Board.

"RESOLVED FURTHER THAT in the event of any loss or inadequacy of profits in any financial year(s), the aforementioned remuneration approved herein be continued to be paid as minimum remuneration to the Managing Director, subject to such other approvals as may be necessary"

RESOLVED FURTHER THAT the Board of Directors of the Company (including Nomination and Remuneration Committee thereof) be and is hereby authorised to vary and/or revise the remuneration of Mr Nikhil Chandra Saha as Managing Director within the overall limits under Schedule V of the Act and do all such acts, deeds and things and execute all such documents, instruments and writings as may be required to give effect to the aforesaid Resolution."

Date: 06/09/2019

Place: Kolkata

**By order of the Board
Symbiox Investment & Trading Co. Limited**

Sd/-

**Neha Pansari
Company secretary**



NOTES:

1. **A MEMBER ENTITLED TO ATTEND AND VOTE IS ENTITLED TO APPOINT A PROXY TO ATTEND AND VOTE INSTEAD OF HIMSELF/HERSELF AND A PROXY NEED NOT BE A MEMBER OF THE COMPANY.** The instrument of Proxy in order to be effective shall be deposited at the Corporate Office of the Company by not less than 48 hours before the commencement of the Meeting.

Pursuant to the provisions of Section 105 of the Companies Act, 2013, a person can act as a proxy on behalf of not more than fifty (50) members and holding in aggregate not more than 10% of the total share capital of the Company carrying voting rights. However a Member holding more than 10% of the total share capital of the Company carrying voting rights may appoint a single person as proxy, who shall not act as a proxy for any other person or shareholder. The appointment of proxy shall be in the Form No. MGT.11 annexed herewith.

2. The Register of Members and Share Transfer Books of the Company will remain closed from 24th September, 2019 to 30th September, 2019 (Both days inclusive).
3. Members holding shares in the electronic form are requested to inform any changes in address/bank mandate directly to their respective Depository Participants.
4. Members are requested to hand over the enclosed Attendance Slip, duly signed in accordance with their specimen signature(s) registered with the Company for admission to the meeting hall. Members who hold shares in dematerialised form are requested to bring their Client ID and DP ID Numbers for identification.
5. 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.
6. In case of joint holders attending the Meeting, only such joint holders who are higher in the order of names will be entitled to vote.
7. Members holding shares in electronic form may note that bank particulars registered against their respective registered accounts will be used by the Company for the payment of dividend. The Company or its Registrar and Share Transfer Agent cannot act on any request received directly from the members holding shares in electronic form for any change of bank particulars or bank mandates. Such changes are to be advised only to the Depository Participant of the members.
8. 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. ABS Consultants Private Limited.)
9. As a measure of austerity, copies of the annual report will not be distributed at the Annual General Meeting. Members are therefore, requested to bring their copies of the Annual Report to the Meeting.



10. 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 **M/s. ABS Consultants Private Limited.**, Share Transfer Agents of the Company for their doing the needful.
11. 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.
12. 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.
13. 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.
14. Electronic copy of the 40th Annual Report for 2018-19 is being sent to all the members whose email IDs are registered with the Company/Depository Participants(s) for communication purposes unless any member has requested for a hard copy of the same. For members who have not registered their email address, physical copies of the Annual Report for 2018-19 is being sent in the permitted mode.
15. Members may also note that the Notice of the 40th Annual General Meeting and the Annual Report for 2018-19 will also be available on the Company's website www.symbioxinvestment.com for their download. The physical copies of the aforesaid documents will also be available at the

Company's Registered Office for inspection during normal business hours on working days. Even after registering for e-communication, members are entitled to receive such communication in physical form, upon making a request for the same, by post free of cost. For any communication, the shareholders may also send requests to the Company's investor email id: symbioxinvestment100@gmail.com

16. Voting through electronic means

Pursuant to Section 108 of the Companies Act, 2013, read with the relevant Rules of the Act, the Company is pleased to provide the facility to Members to exercise their right to vote by electronic means. The Members, whose names appear in the Register of Members / list of Beneficial Owners as on 23.09.2019, i.e. the date prior to the commencement of book closure date are entitled to vote on the Resolutions set forth in this Notice. The remote e-voting period will commence at 10.00 a.m. on Friday 27th of September, 2019 and will end at 5.00 p.m. on Sunday 29th of September, 2019. The facility for voting through electronic voting system ('Insta Poll') shall be made available at the meeting and the members attending the meeting who have not cast their vote by remote e-voting shall be able to vote at the meeting through 'Insta Poll'. The Company has appointed Mr. Akhil Agarwal, Practising



Company Secretary having Membership No. A35073 to act as the Scrutinizer, to scrutinize the Insta Poll and remote e-voting process in a fair and transparent manner. The Members desiring to vote through remote e-voting refer to the detailed procedure given hereinafter.

The instructions for members for voting electronically are as under:-

In case of members receiving e-mail:

- (i) Log on to the e-voting website www.evotingindia.com
- (ii) Click on "Shareholders" tab.
- (iii) Now, select the "SYMBIOX" from the drop down menu and click on "SUBMIT"
- (iv) 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. Members holding shares in Physical Form should enter Folio Number registered with the Company.
- (v) Next enter the Image Verification as displayed and Click on Login.
- (vi) If you are holding shares in demat form and had logged on to www.evotingindia.com and voted on an earlier voting of any company, then your existing password is to be used.
- (vii) If you are a first time user follow the steps given below:

For Members holding shares in Demat Form and Physical Form

PAN Enter your 10 digit alpha-numeric *PAN issued by Income Tax Department (Applicable for both demat shareholders as well as physical shareholders)

- 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 (refer serial no. printed on the name and address sticker/Postal Ballot Form/mail) in the PAN field.
- 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 serial number 1 then enter RA00000001 in the PAN field.



DOB Enter the Date of Birth as recorded in your demat account or in the company records for the said demat account or folio in dd/mm/yyyy format.

Dividend Bank Enter the Dividend Bank Details as recorded in your demat account or in the company records for the said demat account or folio.

Details

- Please enter the DOB or Dividend Bank Details in order to login. If the details are not recorded with the depository or company please enter the member id / folio number in the Dividend Bank details field.

- (viii) After entering these details appropriately, click on "SUBMIT" tab.
- (ix) Members holding shares in physical form will then reach directly 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.
- (x) For Members holding shares in physical form, the details can be used only for e-voting on the resolutions contained in this Notice.
- (xi) Click on the EVSN for the relevant <SYMBIOX> on which you choose to vote.
- (xii) 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.
- (xiii) Click on the "RESOLUTIONS FILE LINK" if you wish to view the entire Resolution details.
- (xiv) 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.
- (xv) Once you "CONFIRM" your vote on the resolution, you will not be allowed to modify your vote.
- (xvi) You can also take out print of the voting done by you by clicking on "Click here to print" option on the Voting page.



- (xvii) If Demat account holder has forgotten the changed password then Enter the User ID and the image verification code and click on Forgot Password & enter the details as prompted by the system.
- ❑ Non-Individual shareholders (i.e. other than Individuals, HUF, NRI etc.) are required to log on to <https://www.evotingindia.com> and register themselves as Corporates.
 - ❑ They should submit a scanned copy of the Registration Form bearing the stamp and sign of the entity to helpdesk.evoting@cdslindia.com.
 - ❑ After receiving the login details they have to create a user who would be able to link the account(s) 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.
 - ❑ They should upload a scanned copy of the Board Resolution and Power of Attorney (POA) which they have issued in favour of the Custodian, if any, in PDF format in the system for the scrutinizer to verify the same.

In case of members receiving the physical copy:

- (A) Please follow all steps from sl. no. (i) To sl. no. (xvii) Above to cast vote.
- (B) The remote e-voting period begins on 27th September, 2019 (10.00 a.m.) and ends on 29th September, 2019 at (05.00 p.m.). During this period shareholders' of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date (record date) of **23rd September, 2019**, may cast their vote electronically. The e-voting module shall be disabled by CDSL for voting thereafter.
- (C) 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.

By order of the Board

For Symbiox Investment & Trading Co Limited
sd/-

Neha Pansari

Company Secretary

Date: 06/09/2019
Place: Kolkata



ANNEXURE TO NOTICE:

EXPLANATORY STATEMENT PURSUANT TO SECTION 102 OF THE COMPANIES ACT, 2013

The following explanatory Statement pursuant to provisions of Section 102 of the Companies Act, 2013 (including any statutory modification(s) thereto or re-enactment(s) thereof for the time being in force), sets out all material facts relating to the business items of the accompanying Notice.

SPECIAL BUSINESS:

ITEM NO: 4 Regularization of Additional Director

The Board of Directors based on the recommendation of Nomination and Remuneration Committee had appointed **Mr. Bappa Mitra (DIN: 08405997)** Additional Director w.e.f 08th April, 2019. In the opinion of the Board, Mr. Bappa Mitra fulfills the conditions specified in the Act, Rules and Listing Regulations for appointment as Independent Director and is independent of the management of the Company. Copy of draft Letter of Appointment of Mr. Bappa Mitra as a Non- Executive Independent Director setting out terms and conditions would be available for inspection without any fee for the members at the corporate office of the company during 11.00 A.M. to 1.00 P.M. on all working days.

The Board considered that his association would be of immense benefit to the Company and is desirable to avail services of Mr. Bappa Mitra as a Non- Executive Independent Director. Accordingly, the Board recommends the resolution in relation to appointment of Mr. Bappa Mitra as a Non- Executive Independent Director, for the approval by the shareholders of the Company. The Company has received declaration from Mr. Bappa Mitra to the effect that he meets the criteria of independence as provided in Section 149(6) of the Act read with the rules framed thereunder and Regulation 16(1)(b) of the Listing Regulations.

Mr. Bappa Mitra may be deemed to be concerned or interested in the resolution relating to her appointment.

The Board recommends this Resolution for your approval.

ITEM NO: 5 Regularization of Additional Director

Mr. Samit Ray(DIN: 08406285) was appointed as an Additional Director w.e.f. 08th April, 2019 in accordance with the provisions of Section 161 of the Companies Act, 2013 and Article of Association of the Company. Pursuant to Section 161 of the Companies Act, 2013 the above director holds office up to the date of the ensuing Annual General Meeting. In this regard the company proposing Mr. Samit Ray candidature for appointment as Director of the Company in accordance with the provisions of Section 160 and all other applicable provisions of the Companies Act, 2013. Copy of draft Letter of Appointment of Samit Ray as a Non- Independent Executive Director setting out terms and conditions would be available for inspection without any fee for the members at the corporate office of the company during 01.00 P.M. to 03:00 P.M. on all working days.

The Board feels that presence of Mr. Samit Ray on the Board is desirable and would be beneficial to the company and hence recommend resolution No. 5 for adoption.

The Board recommends resolutions under Item No. 5 to be passed as an ordinary resolution.



ITEM NO: 6 Regularization of Additional Director

The Board of Directors based on the recommendation of Nomination and Remuneration Committee had appointed **Mr. Ranjit Soni (DIN: 08526177)** Additional Director w.e.f 13th August, 2019. In the opinion of the Board, Mr. Bappa Mitra fulfils the conditions specified in the Act, Rules and Listing Regulations for appointment as Independent Director and is independent of the management of the Company. Copy of draft Letter of Appointment of Ranjit Soni as a Non- Executive Independent Director setting out terms and conditions would be available for inspection without any fee for the members at the corporate office of the company during 03.00 P.M. to 05:00 P.M. on all working days.

The Board considered that his association would be of immense benefit to the Company and is desirable to avail services of Ranjit Soni as a Non- Executive Independent Director. Accordingly, the Board recommends the resolution in relation to appointment of Mr. Ranjit Soni as a Non- Executive Independent Director, for the approval by the shareholders of the Company. The Company has received declaration from Ranjit Soni to the effect that he meets the criteria of independence as provided in Section 149(6) of the Act read with the rules framed thereunder and Regulation 16(1)(b) of the Listing Regulations.

Mr. Ranjit Soni may be deemed to be concerned or interested in the resolution relating to her appointment.

The Board recommends this Resolution for your approval.

ITEM NO: 7 To approve appointment of Whole Time Director

Mr. Mahavir Verma was appointed as a Whole time Director w.e.f. April 08th, 2019 in accordance with the provisions of Section 152 and 161 of the Companies Act, 2013 and Article of Association of the Company. Pursuant to Section 152 and 161 of the Companies Act, 2013 the above director appoints whole time Director of the Company for a term of Five years Subject to approval of the Shareholder. In this regard the company proposing Mr. Mahavir Verma candidature for appointment as Director of the Company in accordance with the provisions of Section 152 and 162 and all other applicable provisions of the Companies Act, 2013.

The Board feels that presence of Mr. Mahavir Verma was on the Board is desirable and would be beneficial to the company and hence recommend resolution No. 7 for adoption.

The Board recommends resolutions under Item No. 7 to be passed as an ordinary resolution.



Details of Directors Proposed to be appointed/re-appointed at the Annual General Meeting:

Pursuant to Regulation 36(3) of Securities & Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, the details of the Directors seeking appointment/re-appointment at the forth coming Annual General Meeting are provided as under:-

For Note 4 to 6:-

Name of Director	BAPPA MITRA	SAMIT RAY	RANJIT SONI
Date of Birth	14/12/1974	13/06/1965	12/08/1979
Date of Appointment	8/04/2019	8/04/2019	13/08/2019
Expertise in specific functional area (Experience in years)	Marketing & Finance	Administration & Trading	Finance, Taxation
Current position	Additional Director	Additional Director	Additional Director
Qualification	Graduation	Higher Secondary	Higher Secondary
Shareholding in the Company (either personally or on beneficial basis)	NIL	NIL	NIL
List of other Public Limited Companies in which Directorship held	NIL	NIL	NIL
Chairman/Member of the Committees of the Board across all Public Companies in which he is a Director	NIL	NIL	NIL
Chairman/Member of the Committees of the Board of the Company	NIL	NIL	NIL
Disclosure of relationships between Directors inter-se and other KMP	None	None	None
Terms and conditions of appointment / re-appointment	For 5 years	For 5 years	For 5 years
Number of Board Meetings attended during the year (2018-19)	NA	NA	NA

For Note 7:

Name of Director	Mahavir Verma
Date of Birth	26/03/1978
Date of Appointment	8/04/2019
Expertise in specific functional area (Experience in years)	Accounting & Finance
Current position	Additional Director
Qualification	Graduation
Shareholding in the Company (either personally or on beneficial basis)	NIL
List of other Public Limited Companies in which Directorship held	NIL
Chairman/Member of the Committees of the Board across all Public Companies in which he is a Director	NIL
Chairman/Member of the Committees of the Board of the Company	NIL
Disclosure of relationships between Directors inter-se and other KMP	None
Terms and conditions of appointment / re-appointment	For 5 years
Number of Board Meetings attended during the year (2018-19)	NA



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CIN: L65993WB1979PLC032012

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Tel. No.:033-32515833

Website:www.symbioxinvestment.com/; E-mail: symbioxinvestment100@gmail.com

40th Annual General Meeting

ATTENDANCE SLIP

(Members or their proxies are requested to present this form for admission, duly signed in accordance with their specimen signatures registered with the Company.)

DP Id *		Client Id*	
Regd. Folio No.		No. of Shares	

*Applicable for shares held in electronic form

Name(s) and address of the shareholder / Proxy in full: _____

I/we hereby record my/our presence at the 40th Annual General Meeting of the Company being held on Friday, 30th day of September, 2019 at 09.30 a.m. at the at 221, Rabindra Sarani, Om Shree Market, 3rd floor, Kolkata-700007

Member's Name: _____

Proxy's Name: _____

Member's/Proxy's Signature _____

ELECTRONIC VOTING PARTICULARS

Electronic Voting Sequence Number (EVSN)	User id	Password
	Please use existing user id and password	

Note: Please refer to the instruction printed under the note to the Notice of the 40th Annual General Meeting. The E-voting period starts Friday, 27-09-2019 at 10:00 am IST and ends on Sunday 29-09-2019 at 5:00 pm IST. The E-Voting portal shall be disabled by CDSL immediately after 5:00 pm IST on 29-09-2019.



ELECTRONIC VOTING PARTICULARS SYMBIOX INVESTMENT & TRADING CO. LTD.

CIN: L65993WB1979PLC032012

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Tel. No.:033-32515833

Website:www.symbioxinvestment.com/; E-mail: symbioxinvestment100@gmail.com

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]

Name of the Member(s)		
Registered Address		
E-mail Id	Folio No /Client ID	DP ID

Name :	E-mail Id:
Address:	
Signature , or failing him	

as my/ our proxy to attend and vote (on a poll) for me/us and on my/our behalf at the 40th Annual General Meeting of the company, to be held on Monday, the 30th day of September at 09:30 A.M. at 221, Rabindra Sarani, Om Shree Market, 3rd Floor, Kolkata, 700007 and at any adjournment thereof in respect of such resolutions as are indicated below:

Sl. No.	Resolution(S)	I /we assent to the Resolution (FOR)	I /we dissent to the Resolution (AGAINST)
1.	Adoption of statement of Profit & Loss, Balance Sheet, report of Director's and Auditor's for the financial year 31st March, 2019		
2.	Appointment of director in place of Mr. Mahabir Verma, who retire by rotation		
3.	To approve appointment of Manabendra Bhattacharyya & Co. having Membership No 050714 as a Statutory Auditor of the Company from this Annual General Meeting upto the conclusion of 5 th Annual General Meeting.		
4.	Regularization of Mr Bappa Mitra (DIN: 08405997)as Non-Executive - Independent Director		
5.	Regularization of Mr Samit Ray (DIN: 08406285) as Non- Independent Executive Director		
6.	Regularization of Mr Ranjit Soni (DIN: 08526177) as Non-Executive - Independent Director		
7.	Appoint Mr. Mahavir Verma as a Whole Time Director of the Company.		

* Applicable for investors holding shares in Electronic form.

Signed this ___ day of ___ 20__

Signature of Shareholder

Signature of Proxy holder

Affix
Revenue
Stamps

Signature of the shareholder
across Revenue Stamp

Note:

- 1) 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.
- 2) The proxy need not be a member of the company.

ELECTRONIC VOTING PARTICULARS

EVEN (Remote E -Voting Event Number)	USER ID	PASSWORD

Notes: 1) Each equity share of the Company carries one vote.

2) Please read carefully the instructions printed over it before exercising the vote.



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40th Annual General Meeting

Form No. MGT-12

Polling Paper

[Pursuant to section 109(5) of the Companies Act, 2013 and rule 21(1)(c) of the Companies (Management and Administration) Rules, 2014]

Name of the Company: SYMBIOX INVESTMENT & TRADING CO LIMITED
Registered office: 7A, RANI RASHMONI ROAD, KOLKATA - 700013
CIN NO. L65993WB1979PLC032012

BALLOT PAPER (40th AGM 2019)

S. No.	Particulars	Details
1.	Name of the First Named Shareholder (In block letters)	
2.	Postal address	
3.	Registered folio No. / *Client ID No. (*Applicable to investors holding shares in dematerialized form)	
4.	Class of Share	Equity Share

I hereby exercise my vote in respect of Ordinary Resolution enumerated below by recording my assent or dissent to the said resolution in the following manner:

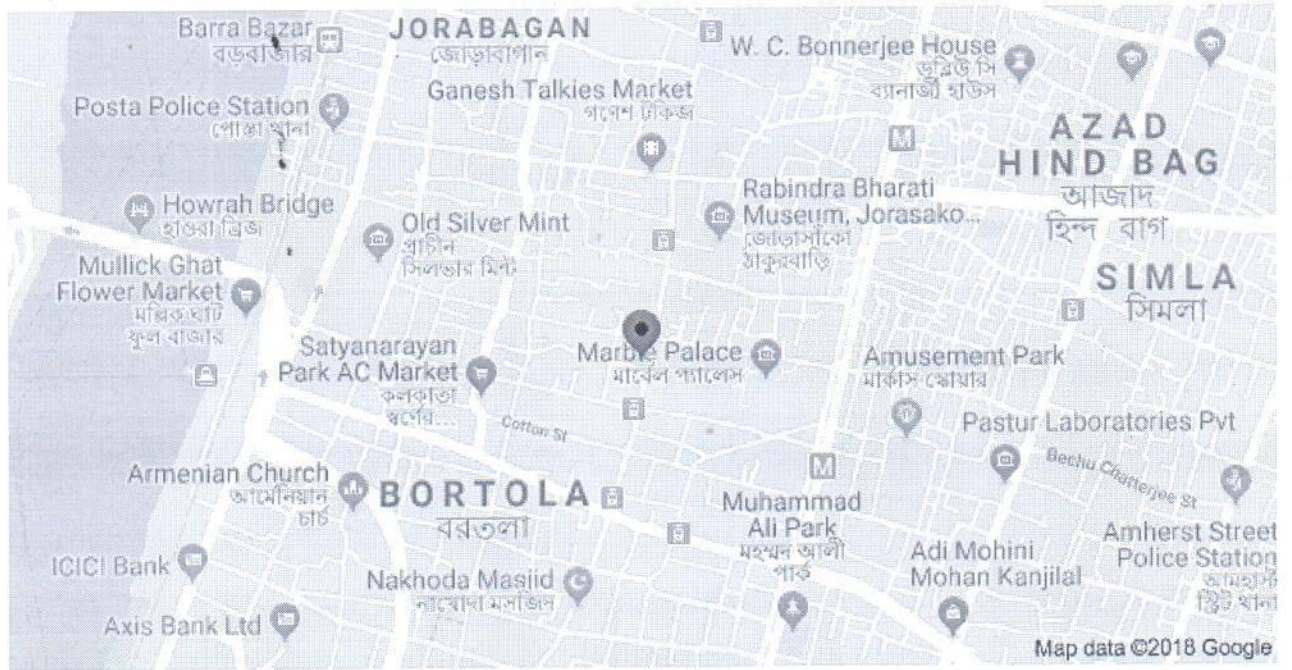
S. No.	Resolutions/Item No.	No. of shares held by me	I assent to the resolution	I dissent from the resolution
1.	Adoption of statement of Profit & Loss, Balance Sheet, report of Director's and Auditor's for the financial year 31st March, 2019			
2.	Appointment of director in place of Mr. Mahabir Verma, who retire by rotation			
3.	To approve appointment of Manabendra Bhattacharyya & Co. having Membership No 050714 as a Statutory Auditor of the Company from this Annual General Meeting upto the conclusion of 5th Annual General Meeting.			
4.	Regularization of Mr Bappa Mitra (DIN: 08405997) as Non-Executive - Independent Director			
5.	Regularization of Mr Samit Ray (DIN: 08406285) as Non- Independent Executive Director			
6.	Regularization of Mr Ranjit Soni (DIN: 08526177) as Non-Executive - Independent Director			
7.	Appoint Mr. Mahavir Verma as a Whole Time Director of the Company.			

Date:
Place:



(Signature of the Shareholder)

ROAD MAP TO AGM VENUE



**221, Rabindra Sarani, Om Shree Market,
Kolkata-700007**

