

SUVITA REAL ESTATES PRIVATE LIMITED

Registered Office:- SP Centre, 41/44, Minoo Desai Marg, Colaba, Mumbai – 400005

CIN: U45309MH2019PTC332035| Tel: 022 67490000

Website: www.suvitarealestates.com

NOTICE

Notice is hereby given that the 5th Annual General Meeting of **Suvita Real Estates Private Limited** will be held on Tuesday, July 02, 2024, at SP Centre, 41/44, Minoo Desai Marg, Colaba, Mumbai – 400 005 at 11.00 a.m. (IST) to transact the following business:

Ordinary Business:

1. To receive, consider and adopt the Audited Financial Statements of the Company for the financial year ended March 31, 2024, along with the Reports of the Board of Directors and Auditors' thereon;

Special Business:

2. **To appoint Mr. Vivek Srivastava (DIN: 10628153) as a Director:**

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 152, 161 and any other applicable provisions of the Companies Act, 2013 and any rules made thereunder, Mr. Vivek Srivastava (DIN: 10628153), who was appointed as an Additional Director of the Company by the Board of Directors w.e.f. 28th May, 2024 and who holds office upto the date of this Annual General Meeting, and being eligible, be and is hereby appointed as a Director of the Company.”

Dated this 28th Day of May 2024 at Mumbai.

By Order of the Board of Directors of
SUVITA REAL ESTATES PRIVATE LIMITED

Sd/-

VIVEK SRIVASTAVA
DIRECTOR
DIN: 10628153

Registered Office:

SP Centre,
41/44, Minoo Desai Marg,
Colaba, Mumbai – 400 005.

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NOTES

- (1) A member entitled to attend and vote is entitled to appoint a proxy to attend and vote instead of himself/herself and the proxy need not be a member of the company. The instrument appointing a proxy in order to be valid must be duly filled in all respects and should be deposited at the registered office of the company not later than forty-eight hours before the commencement of the meeting.

A person can act as proxy on behalf of members not exceeding fifty in number and holding in the aggregate not more than ten percent of the total share capital of the Company carrying voting rights. Proxies submitted on behalf of the companies, societies, etc., must be supported by an appropriate resolution/authority, as applicable.

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 not act as a proxy for any other person or shareholder.

- (2) Corporate members intending to send their authorized representatives to attend the meeting are requested to send to the Company a certified copy of the Board Resolution authorizing their representative to attend and vote on their behalf at the Meeting.
- (3) Explanatory Statement pursuant to section 102 of the Companies Act, 2013, is annexed to this notice.
- (4) Route map to reach the venue is annexed to this Notice.
- (5) Members/Proxies should bring the duly filled attendance slips enclosed herewith to attend the meeting.

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EXPLANATORY STATEMENT

As required by Section 102 of the Act, the following explanatory statement sets out all material facts relating to the special business mentioned under resolution No. 2 of the accompanying Notice.

Agenda Item No. 2:

APPOINTMENT OF MR. VIVEK SRIVASTAVA (DIN: 10628153) AS A DIRECTOR:

Mr. Vivek Srivastava (DIN: 10628153) was appointed by the Board as an Additional Director of the Company with effect from 28th May 2024 pursuant to the provisions of section 161(1) of the Companies Act, 2013 to hold office up to the date of this Annual General meeting.

The Board accordingly recommends an ordinary resolution as mentioned at Agenda Item No. 2 of the accompanying Notice with relation to appointment of Mr. Vivek Srivastava (DIN: 10628153) as a Director of the Company for approval of the Members.

Details with relation to appointment of Mr. Vivek Srivastava as required as per Secretarial Standards - 2 are as below:

1.	Name of Director	Vivek Srivastava
2.	DIN	10628153
3.	Date of Birth / Age	14.12.1978/ 45 Years
4.	Date of first appointment on Board	28.05.2024
5.	Qualification	1. Bachelor's degree in Architecture. 2. Post Graduate Diploma in Construction Management and Financial Engineering from 'NICMAR', Pune.
6.	Experience	More than 20 years of Architecture, Master Planning and Project Management in the field of Real Estate
7.	Remuneration sought to be paid and remuneration last drawn	Nil
8.	Terms & Conditions of Appointment	As per Articles of Association of the Company
9.	Relationship with other Directors/ Manager & other KMP	None
10.	Shareholding in the Company	Nil
11.	Number of Meetings of the Board attended during the financial year 2023-24	N.A.
12.	Other Directorships, Membership/ Chairmanship of Committees of other Boards	1. Other Directorships - 2 2. Membership/ Chairmanship of Committees of other Boards – NIL

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Except Mr. Vivek Srivastava, being an appointee, and his relatives, none of the Directors and Key Managerial Personnel of the Company and their relatives, is concerned or interested, financially or otherwise, in the said resolution.

Dated this 28th Day of May 2024 at Mumbai.

By Order of the Board of Directors of
SUVITA REAL ESTATES PRIVATE LIMITED

Sd/-
VIVEK SRIVASTAVA
DIRECTOR
DIN: 10628153

Registered Office:

SP Centre,
41/44, Minoo Desai Marg,
Colaba, Mumbai – 400 005.

SUVITA REAL ESTATES PRIVATE LIMITED

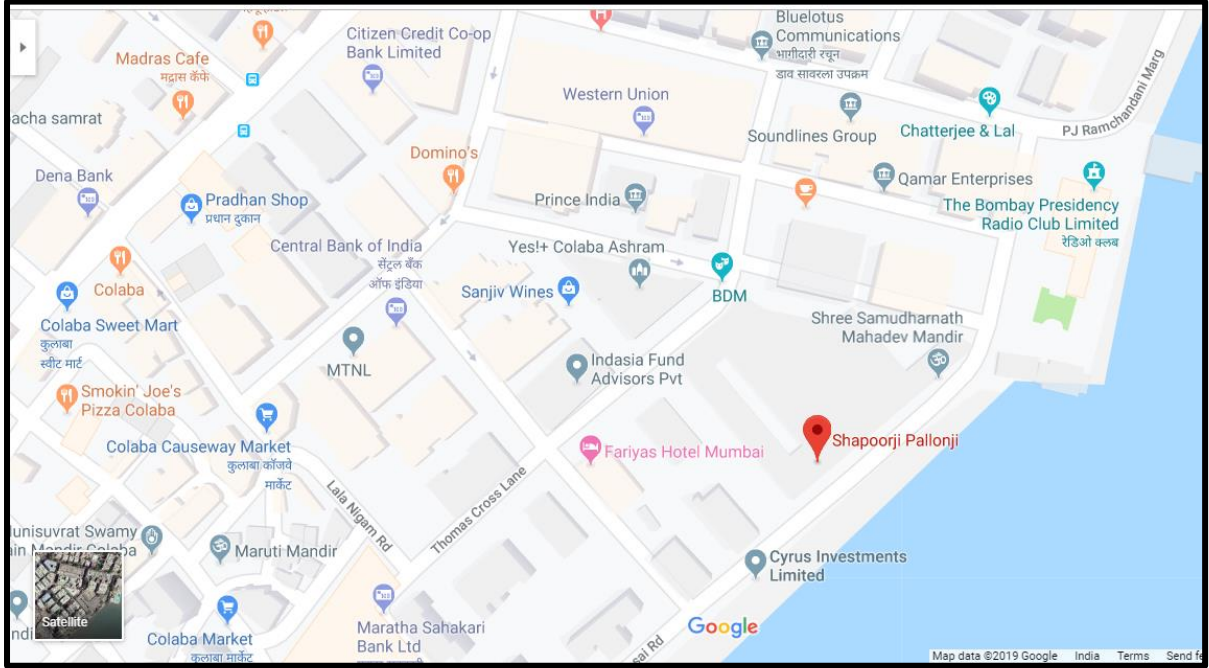
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Annexure to the Notice of AGM

Route map to the AGM venue



Venue Details:

Shapoorji Pallonji Centre, 41/44 Minoo Desai Marg, Next to Radio Club, Colaba, Mumbai- 400005.

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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]

CIN	U45309MH2019PTC332035
Name of the Company	Suvita Real Estates Private Limited
Registered Office	SP Centre, 41/44 Minoo Desai Marg, Colaba, Mumbai- 400005.

Name of the member(s)	
Registered Address	
Email Id	
Folio No./ Client Id	
DP ID	

I/We, being the member(s) of the abovenamed Company, holding _____ equity shares, hereby appoint:

1.	Name		Email Id	
	Address		Signature	

Or failing him/ her,

2.	Name		Email Id	
	Address		Signature	

Or failing him/ her,

3.	Name		Email Id	
	Address		Signature	

as my/our proxy to attend and vote (on a poll) for me/us and on my/our behalf at the 5th Annual General Meeting of the Company, to be held on Tuesday, 02nd July, 2024 at 11.00 a.m. (IST) at SP Centre, 41/44, Minoo Desai Marg, Colaba, Mumbai - 400 005 and at any adjournment thereof in respect of such resolution as are indicated below:

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Resolution Nos.	Description of the Resolution
Ordinary Business	
1.	To receive, consider and adopt the Audited Financial Statements of the Company for the financial year ended March 31, 2024, along with the Reports of the Board of Directors and Auditors' thereon;
Special Business	
2.	To appoint Mr. Vivek Srivastava (DIN: 10628153) as a Director.

Signed this ____ Day of _____ 2024.

Signature of Shareholder(s) _____

Signature of Proxy holder(s) _____

Affix one
Rupee
Revenue
Stamp

Important Notes:

- The Proxy to be effective should be deposited at the Registered office of the Company not less than FORTY-EIGHT (48) HOURS before the commencement of the Meeting.
- A Proxy need not be a member of the Company.
- In the case of joint holders, the vote of the senior who tenders a vote, whether in person or by proxy, shall be accepted to the exclusion of the vote of the other joint holders. Seniority shall be determined by the order in which the names stand in the Register of Members.
- The form of Proxy confers authority to demand or join in demanding a poll.
- The submission by a member of this form of proxy will not preclude such member from attending in person and voting at the meeting.

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ATTENDANCE SLIP

CIN	U45309MH2019PTC332035
Name of the Company	Suvita Real Estates Private Limited
Registered Office	SP Centre, 41/44 Minoo Desai Marg, Colaba, Mumbai – 400 005.

Name of the member(s)	
Registered Address	
Name of the Proxy holder/ Authorized Representative*	
Folio No./ ^DP Id and Client Id	
No. of Equity shares held	

** To be filled in by the Proxy in case he/she attends instead of the Equity Shareholder;*

^ Applicable for investors holding shares in electronic form;

I/ We hereby record my/ our presence at the 5th Annual General Meeting of Suvita Real Estates Private Limited held on Tuesday, 02nd July, 2024 at 11.00 a.m. (IST) at SP Centre, 41/44, Minoo Desai Marg, Colaba, Mumbai - 400 005.

Signature of the Shareholder/ Proxy/ Authorized Representative*

(to be signed at the time of handing over this slip)

** ~~strikeout~~ whichever is not applicable*

Important Notes:

- a) Members attending the Meeting in person or by Proxy or through authorized representative are requested to complete and bring the attendance slip with them and hand it over at the entrance of the Meeting Hall.
- b) Member / Proxy holder who desires to attend the Meeting should bring his/her copy of the Notice for reference at the Meeting.
- c) Joint shareholders may obtain additional attendance slip at the venue of the Meeting.
- d) The map to reach the Meeting venue is attached to this notice.