

**Score Information Technologies Limited**

**CIN: L51909 WB 1978 PLC 031765**

**Reg. Office: 6, Little Russell Street, 6<sup>th</sup> floor, Kolkata-700071 (W.B)**

**Phone: +91-033-22810996 / 22810995, Fax: +91-033-22177596/22801231**

**E-mail: [sunil.agarwal@score.co.in](mailto:sunil.agarwal@score.co.in)**

**Website: [www.score.co.in](http://www.score.co.in)**

**NOTICE**

Notice is hereby given that the 37<sup>th</sup> Annual General Meeting of the members of the M/s Score Information Technologies Limited will be held at the Registered office of the company at 6, Little Russell Street, 6<sup>th</sup> floor, Kolkata-700071 on Friday, 30<sup>th</sup> September, 2016 at 2.00 P.M. to transact the following business :

**ORDINARY BUSINESS**

- 1 To receive, consider and adopt the Directors Report, the Audited statement of Profit and Loss for the financial year ended 2016 and the Balance Sheet as that date and the Auditors Report thereon.
- 2 To appoint Director Mr. Suvendu Kumar Chatterjee (holding DIN-00518597), Who retires by rotation, and being eligible, offer himself for re-appointment.
- 3 To ratify appointment of M/s R.Kothari & Co, Chartered Accountants, as Statutory Auditors of the Company for the year 2016-17 at a remuneration and on the terms and conditions as shall be fixed by the Board of Directors.

**Registered Office:**

6, Little Russell Street,  
6<sup>th</sup> floor, Kolkata - 700 071.  
26<sup>th</sup> August, 2016

CERTIFIED TRUE COPY  
For and on behalf of the Board of Director



DIRECTOR  
(DIN-07165441)



**NOTES :**

1. The Explanatory Statement pursuant to section 102 of the Companies Act, 2013 Which sets out details relating to special Business of the meeting, is annexed hereto.
2. A Member entitled to attend and vote at the meeting is also entitled to appoint proxy to attend and vote instead of himself and the proxy need not be a member of the company. The proxy in order to be effective must be duly stamped, completed, signed and deposited at the registered office of the Company not less than 48 hours before the commencement of the meeting.
3. The register of Members and Share transfer Books of the Company will remain closed from 24<sup>th</sup> September, 2016 to 30<sup>th</sup> September, 2016 ( both days inclusive).
4. Details under Regulation 36 of Securities & Exchange Board of India (Listing Obligation & Disclosure Requirement ) Regulation, 2015 in respect of the Directors seeking appointment/ re-appointment at the Annual General Meeting, forms part of the notice. The Directors have furnished the requisite declarations for their appointment/re-appointment.
5. All documents referred to in the accompanying Notice and the explanatory statement shall be open for inspection at the Registered office of the Company during normal business hours on all working days upto the date of AGM.
6. Members/ Proxies are requested to bring the attendance slip along with their copy of Annual report with them at the AGM.
7. Members are requested to send their queries, if any, at least 10 days in advance of the meeting so that the information can be made available at the meeting.
8. **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 SEBI(LODR) Regulations, 2015, the Company is pleased to provide members facility to exercise their right to vote on resolutions proposed to be considered at the 34<sup>th</sup> Annual General Meeting 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 National Securities Depository Limited (NSDL).

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*Pharuna*  
**Director**

- 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.
- III. 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 remote e-voting period commences on 27th September, 2016 (9:00 am) and ends on 29th September, 2016 (5:00 pm). During this period members' of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date of 23<sup>rd</sup> September, 2016, may cast their vote by remote e-voting. The remote e-voting module shall be disabled by NSDL for voting thereafter. Once the vote on a resolution is cast by the member, the member shall not be allowed to change it subsequently.
- V. The process and manner for remote e-voting are as under:
  - A. In case a Member receives an email from NSDL [for members whose email IDs are registered with the Company/Depository Participants(s)] :
    - (xiii) Open email and open PDF file attached viz; "remote e-voting.pdf" with your Client ID or Folio No. as password. The said PDF file contains your user ID and password/PIN for remote e-voting. Please note that the password is an initial password.
    - (xiv) Launch internet browser by typing the following URL:  
<https://www.evoting.nsdl.com/>
    - (xv) Click on Shareholder - Login
    - (xvi) Put user ID and password as initial password/PIN noted in step (i) above. Click Login.
    - (xvii) Password change menu appears. Change the password/PIN with new password of your choice with minimum 8 digits/characters or combination thereof. Note new password. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.
    - (xviii) Home page of remote e-voting opens. Click on remote e-voting: Active Voting Cycles.
    - (xix) Select "EVEN" of "SCORE INFORMATION TECHNOLOGIES LIMITED".
    - (xx) Now you are ready for remote e-voting as Cast Vote page opens.
    - (xxi) Cast your vote by selecting appropriate option and click on "Submit" and also "Confirm" when prompted.
    - (xxii) Upon confirmation, the message "Vote cast successfully" will be displayed.

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*Pharma*  
**Director**

(xxiii) Once you have voted on the resolution, you will not be allowed to modify your vote.

(xxiv) Institutional shareholders (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 authorized signatory(ies) who are authorized to vote, to the Scrutinizer through e-mail to [csmukeshc@gmail.com](mailto:csmukeshc@gmail.com) with a copy marked to [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in)

B. In case a Member receives physical copy of the Notice of AGM [for members having shares in physical mode or whose email IDs are not registered with the Company/Depository Participants(s) or requesting physical copy] :

(ii) Please follow all steps from Sl. No. (ii) to Sl. No. (xii) above, to cast vote.

VI. In case of any queries, you may refer the Frequently Asked Questions (FAQs) for Members and remote e-voting user manual for Members available at the downloads section of [www.evoting.nsdl.com](http://www.evoting.nsdl.com) or call on toll free no.: 1800-222-990.

VII. If you are already registered with NSDL for remote e-voting then you can use your existing user ID and password/PIN for casting your vote.

VIII. You can also update your mobile number and e-mail id in the user profile details of the folio which may be used for sending future communication(s).

IX. The voting rights of members shall be in proportion to their shares of the paid up equity share capital of the Company as on the cut-off date of 23<sup>rd</sup> September, 2016.

X. Any person, who acquires shares of the Company and become member of the Company after dispatch of the notice and holding shares as of the cut-off date i.e. 23<sup>rd</sup> September, 2016, may obtain the login ID and password by sending a request at [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in) or RTA.

However, if you are already registered with NSDL for remote e-voting then you can use your existing user ID and password for casting your vote. If you forgot your password, you can reset your password by using "Forgot User Details/Password" option available on [www.evoting.nsdl.com](http://www.evoting.nsdl.com) or contact NSDL at the following toll free no.: 1800-222-990.

XI. A member may participate in the AGM even after exercising his right to vote through remote e-voting but shall not be allowed to vote again at the AGM

XII. A person, whose name is recorded in the register of members or in the register of beneficial owners maintained by the depositories as on the cut-off date only shall be entitled to avail the facility of remote e-voting as well as voting at the AGM through ballot paper.

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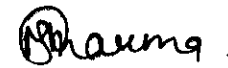
*Pharma*  
Director

- XIII. Mr. Mukesh Chaturvedi, has been appointed as the Scrutinizer for providing facility to the members of the Company to scrutinize the voting and remote e-voting process in a fair and transparent manner.
- XIV. The Chairman shall, at the AGM, at the end of discussion on the resolutions on which voting is to be held, allow voting with the assistance of scrutinizer, by use of "Ballot Paper/ Poling Paper" for all those members who are present at the AGM but have not cast their votes by availing the remote e-voting facility.
- XV. The Scrutinizer shall after the conclusion of voting at the general meeting, will first count the votes cast at the meeting and thereafter unblock the votes cast through remote e-voting in the presence of at least two witnesses not in the employment of the Company and shall make, not later than three days of the conclusion of the AGM, a consolidated scrutinizer's report of the total votes cast in favour or against, if any, to the Chairman or a person authorized by him in writing, who shall countersign the same and declare the result of the voting forthwith.

The Results declared along with the report of the Scrutinizer shall be placed on the website of the Company at [www.score.co.in](http://www.score.co.in) and on the website of NSDL immediately after the declaration of result by the Chairman or a person authorized by him in writing. The results shall also be immediately forwarded to the Calcutta Stock Exchange Limited, Kolkata.

9. Members who hold shares in dematerialized form are requested to bring their client ID and DP numbers for prompt identification while recording attendance at the AGM.

**SCORE INFORMATION TECHNOLOGIES LTD.**

  
**Director**