

Date: April 10, 2026

To BSE Limited Phiroze Jeejeebhoy Towers Dalal Street, Mumbai-400 001 Scrip Code: 543281	To National Stock Exchange of India Ltd. Plot No. C1, Exchange Plaza G Block, Bandra Kurla Complex Bandra (East), Mumbai - 400 051 Symbol: SUVIDHAA
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Sub: Notice of Postal Ballot

Pursuant to Regulation 30 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 and further to our letter dated February 09, 2026, please find enclosed the Notice of Postal Ballot dated April 10, 2026 ("**Postal Ballot Notice**"), being dispatched today, for seeking the approval of the members of Suvidhaa Infoserve Limited ("**the Company**") by means of Postal Ballot, only through remote e-voting process, on items of special business forming part of the Postal Ballot Notice.

This Postal Ballot Notice is being sent, by email only, to those members whose names appear on the Register of Members or Register of Beneficial Owners maintained by the Depositories as on close of **Friday, April 03, 2026** ("the Cut-off date") and who have registered their e-mail address with the Company/ Registrar/ Depositories.

Please note that the communication of assent or dissent of the members would only take place through the remote e-voting facility and physical copy of Postal Ballot Form will not be available for this Postal Ballot. The Company has engaged the services of National Securities Depository Limited ("**NSDL**") for providing remote e-voting facility to all its members.

The remote e-voting period will commence on **Saturday, April 11, 2026 at 9:00 a.m. (IST)** and will end on **Sunday, May 10, 2026 at 5:00 p.m. (IST)**. During remote e-voting period, members of the Company holding shares in physical or dematerialised form as on the cut-off date i.e., **Friday, April 03, 2026** may record their assent or dissent on the resolutions proposed to be transacted by means of postal ballot, only through remote e-voting process. The e-voting module shall be disabled by NSDL for voting thereafter. The instructions for remote e-voting are mentioned in the Postal Ballot Notice. The results of Postal Ballot will be declared on or before **Monday, May 11, 2026**.

The Postal Ballot Notice is also available on the website of the Company at <https://www.suvidhaa.com> and on the website of NSDL at <https://www.evoting.nsdl.com>.

Suvidhaa Infoserve Limited

(Formerly known as Suvidhaa Infoserve Pvt. Ltd.)

CIN No. L72900GJ2007PLC109642 | GSTIN. 27AAKCS9448K1ZJ

Registered Office: Unit No 02, 28th Floor, GIFT-II Building, Block No. 56, Road-5C, Zone-5, Gift City, Gandhinagar- 382355 Gujarat, India

Corporate Office: 14, Olympus Industrial Estate, Off. Mahakali Caves Road, Andheri (East), Mumbai - 400 093. Maharashtra, India

Tel.:+ 91 9223 225 225 .Email: legal@suvidhaa.com URL: www.suvidhaa.com

The procedure for registration or updation of email address by the member(s) is set out in the Notes of the Postal Ballot Notice.

For Suvidhaa Infoserve Limited

Bhumi Mistry
Company Secretary & Compliance Officer
Membership No.: A60337
Place: Mumbai

Encl.: a/a

NOTICE OF POSTAL BALLOT

[Pursuant to Section 110 of the Companies Act, 2013 read with Rules 20 and 22 of the Companies (Management and Administration) Rules, 2014]

REMOTE E-VOTING STARTS ON	REMOTE E-VOTING ENDS ON
Saturday, April 11, 2026 at 9:00 a.m. (IST)	Sunday, May 10, 2026 at 5:00 p.m. (IST).

Dear Member(s),

Notice is hereby given pursuant to the provisions of Sections 108 and 110 of the Companies Act, 2013, (the Act), read with Rule 20 and Rule 22 of the Companies (Management and Administration) Rules, 2014, as amended (Rules), read with the General Circular Nos. 14/2020 dated 8th April, 2020, 17/2020 dated 13th April, 2020 and the latest one being General Circular No.9/2023 dated 25th September, 2023, Circular No. 09/2024 issued on 19 September 2024, read with connected circulars, issued by the Ministry of Corporate Affairs (MCA Circulars) and any other applicable law, rules and regulations (including any statutory modification(s) or reenactment(s) thereof, for the time being in force and as amended from time to time), that the Resolutions as set out in this Notice is proposed for consideration by the Members of the Company for passing by means of Postal Ballot by voting through electronic means only.

An Explanatory Statement pursuant to Sections 102, 110 and other applicable provisions, if any, of the Act, pertaining to the resolutions setting out the material facts and reasons thereof, is appended to this Postal Ballot Notice.

In compliance with Regulation 44 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, as amended (Listing Regulations) and pursuant to the provisions of Sections 108 and 110 of the Act read with the Rules framed thereunder and the MCA Circulars, the manner of voting on the proposed resolutions is restricted only to e-voting i.e., by casting votes electronically instead of submitting postal ballot forms. Accordingly, the Postal Ballot Notice and instructions for e-voting are being sent only through electronic mode to those Members whose email address is registered with the Company/ depository participant(s). The details of the procedure to cast the vote form part of the Notes to this Notice.

The remote e-voting period commences from 9.00 A.M. (IST) on Saturday, April 11, 2026, and ends at 5.00 P.M. (IST) on Sunday, May 10, 2026.

The Company has appointed Mr. Ashish C. Doshi (FCS: 3544 and COP No.: 2356), Partner, SPANJ & Associates Practicing Company Secretary to act as the Scrutinizer, for conducting the Postal Ballot process, in a fair and transparent manner. The Scrutinizer will submit his report to the Chairman of the Company or any other person authorized, and the results of the voting by Postal Ballot will be announced not later than 48 hours from the conclusion of the e-voting. The results declared along with the Scrutinizer's Report shall be communicated in the manner provided in this Postal Ballot Notice.

The said results along with the Scrutinizer's Report would be intimated to BSE Limited and National Stock Exchange of India Limited (NSE), where the Equity Shares of the Company are listed. The results will also be uploaded on the Company's website www.suvidhaa.com and on the website of National Securities Depository Limited (Also Known as "NSDL") www.evoting.nsdl.com.

SPECIAL BUSINESS

1. Re-appointment of Shail Shah (DIN: 06432640) as an Independent Director of the Company for a second term of five consecutive years w.e.f. February 17, 2026.

To consider and, if thought fit, to pass the following resolution as a **Special Resolution**:

“RESOLVED THAT pursuant to the provisions of Sections 149 and 152, Schedule IV and other applicable provisions, if any, of the Companies Act, 2013 (the ‘Act’), read with the Rules made thereunder and the applicable provisions of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (the ‘SEBI Listing Regulations’) (including any statutory modification(s) or re-enactment thereof for the time being in force), Mr. Shail Shah (DIN 06432640), who was appointed as an Independent Director of the Company for a term of five years up to February 16, 2026 and is eligible for being re-appointed as an Independent Director, who has submitted a declaration that he meets the criteria of independence under Section 149(6) of the Act and Regulation 16(1)(b) of the SEBI Listing Regulations and in respect of whom the Company has received a notice in writing under Section 160(1) of the Act proposing his candidature for the office of a director, be and is hereby re-appointed as an Independent Director of the Company, not liable to retire by rotation, for a second term of five consecutive years, i.e. February 17, 2026 up to February 16, 2031.

RESOLVED FURTHER THAT the Board of Directors and the Company Secretary of the Company be and are hereby severally authorised to do all such acts, deeds, matters and things and execute all such documents, instruments and writings as may be required to give effect to this resolution.”

2. Re-appointment of Ritesh Chothani Shah (DIN: 09070982) as an Independent Director of the Company for a second term of five consecutive years w.e.f. February 17, 2026.

To consider and, if thought fit, to pass the following resolution as a **Special Resolution**:

“RESOLVED THAT pursuant to the provisions of Sections 149 and 152, Schedule IV and other applicable provisions, if any, of the Companies Act, 2013 (the ‘Act’), read with the Rules made thereunder and the applicable provisions of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (the ‘SEBI Listing Regulations’) (including any statutory modification(s) or re-enactment thereof for the time being in force), Mr. Ritesh Chothani (DIN 09070982), who was appointed as an Independent Director of the Company for a term of five years up to February 16, 2026 and is eligible for being re-appointed as an Independent Director, who has submitted a declaration that he meets the criteria of independence under Section 149(6) of the Act and Regulation 16(1)(b) of the SEBI Listing Regulations and in respect of whom the Company has received a notice in writing under Section 160(1) of the Act proposing his candidature for the office of a director, be and is hereby re-appointed as an Independent Director of the Company, not liable to retire by rotation, for a second term of five consecutive years, i.e. February 17, 2026 up to February 16, 2031.

RESOLVED FURTHER THAT the Board of Directors and the Company Secretary of the Company be and are hereby severally authorised to do all such acts, deeds, matters and things and execute all such documents, instruments and writings as may be required to give effect to this resolution.”

3. Increase in the Authorised Share Capital and consequent alteration to the Capital Clause of the Memorandum of Association.

To consider and, if thought fit, to pass the following resolution as an **Ordinary Resolution**:

“RESOLVED THAT pursuant to Sections 13, 61(1)(a) and all other applicable provisions, if any, of the Companies Act, 2013 (“Act”), and Rules made thereunder, applicable provisions under the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, the relevant provisions of the Articles of Association of the Company and provisions of any other applicable laws, or any amendment or modifications or any re-enactment thereof, approval of the Members of the Company be and is hereby accorded for increasing the authorised share capital of the Company from Rs. 25,00,00,000/- (Rupees Twenty-Five Crores only) comprising of 24,00,00,000 (Twenty-Four Crores) Equity Shares of Re. 1/- (Rupee One) each and 1,00,00,000 (One Crore) Preference Shares of Re. 1/- (Rupee One) each to Rs. 30,00,00,000/- (Rupees Thirty Crores only) comprising of 29,00,00,000 (Twenty-Nine Crores) Equity Shares of Re. 1/- (Rupee One) each and 1,00,00,000 (One Crore) Preference Shares of Re. 1/- (Rupee One) each and consequently the existing Clause V of the Memorandum of Association of the Company be and is hereby altered and substituted by the following as new clause V:

V. The Authorised Share Capital of Company is Rs. 30,00,00,000/- (Rupees Thirty Crores only) comprising of 29,00,00,000 (Twenty Nine Crores) Equity Shares of Re. 1/- (Rupee One) each and 1,00,00,000 (One Crore) Preference Shares of Re. 1/- (Rupee One) each with the power to the Board to increase or reduce the capital of the company and to divide the shares in the capital for the time being in to several classes.

RESOLVED FURTHER THAT the Board of Directors of the Company (hereinafter referred to as ‘Board’ which term shall include any duly constituted committee empowered by the Board to exercise its powers including powers conferred under this resolution) and the Company Secretary be and are hereby severally authorised to do all such acts, deeds, matters and things as they may deem fit in their absolute discretion and to resolve all such issues, questions, difficulties or doubts whatsoever that may arise in this regard and all action(s) taken by the Company in connection with any matter referred to or contemplated in this resolution, be and are hereby approved, ratified and confirmed in all respects.”

For Suvidhaa Infoserve Limited

Bhumi Mistry
Sd/-
Company Secretary & Compliance Officer
Membership No.: A60337
Place: Mumbai

Place: Mumbai
Date: April 10, 2026.

NOTES:

1. The Explanatory Statements and reasons for the proposed Resolutions pursuant to Section 102 read with Section 110 of the Act setting out material facts are appended herein below. Details in terms of Regulation 36(3) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and the Secretarial Standard on General Meetings (SS-2) issued by the Institute of Company Secretaries of India, in respect of the Director seeking re-appointment and increase in Authorised Share Capital, are also annexed to the Notice.
2. In compliance with the MCA Circulars, the Notice is being sent by electronic mode alone to those Members whose names appear in the Register of Members/ List of Beneficial Owners maintained by the Company and as received from National Securities and Depository Limited (NSDL) and Central Depository Services (India) Limited (CDSL) (Depositories) as on **Friday, April 03, 2026** and whose e-mail IDs are registered with the Company/ Depositories. For Members who have not registered their e-mail IDs, please follow the instructions given under Note No. 10.
3. In accordance with the MCA Circulars, physical copies of the Notice are not being sent to Members for this Postal Ballot. Members are requested to provide their assent or dissent through e-voting only.
4. The Members, whose names appear in the Register of Members/ List of Beneficial Owners as received from Depositories as on **Friday, April 03, 2026**, being the cut-off date, are entitled to vote on the Resolutions set forth in this Notice. A person who is not a Member as on the cut-off date should treat this Notice of Postal Ballot for information purpose only.
5. In compliance with provisions of Section 108 and Section 110 and other applicable provisions of the Act read with the Companies (Management & Administration) Rules, 2014, the Company is pleased to offer e-voting facility to all the Members of the Company. For this purpose, the Company has availed the service of NSDL, for facilitating e-voting to enable the Members to cast their votes electronically.
6. Members may please note that the Postal Ballot Notice will also be available on the Company's website at www.suvidhaa.com, websites of the Stock Exchanges i.e. BSE Limited and National Stock Exchange of India Limited at www.bseindia.com and www.nseindia.com respectively, and on the website of NSDL at www.evoting.nsdl.com.
7. All the material documents referred to in the Explanatory Statement, shall be available for inspection for Members through electronic mode from Saturday, April 11, 2026 to Sunday, May 10, 2026 basis the request being sent on cs@suvidhaa.com mentioning their name, Folio no./Client ID and DP ID, and the documents they wish to inspect, with a self-attested copy of their PAN card attached to the email.
8. The voting rights of Members shall be in proportion to their shares of the paid-up equity share capital of the Company as on **Friday, April 03, 2026**, being the cut-off

date fixed for the purpose. There will be one E-vote for every Folio/ Client ID irrespective of the number of joint holders.

9. Voting Rights in the Postal Ballot cannot be exercised by a proxy.
10. Members holding shares in physical mode and who have not updated their email addresses with the Company are requested to update their email addresses by writing to MUFG Intime India Private Limited (Formerly known as Link Intime India Private Limited) of the signed request letter in Form ISR-1 mentioning the name and address of the Member, self-attested copy of the PAN card, and self-attested copy of any document (eg.: Aadhaar, Driving License, Election Identity Card, Passport) in support of the address of the Member. Members holding shares in dematerialised mode are requested to register / update their email addresses with the relevant Depository Participants.
11. The Scrutinizer will submit his report to the Chairman or a Director authorized by him after completion of the scrutiny and the results of the e-voting by Postal Ballot will be announced on or before Monday, May 11, 2026 at the Corporate Office of the Company at Unit No. 14, Olympus Industrial Estate, Off. Mahakali Caves Road, Andheri East, Mumbai 400093, Maharashtra. The Resolutions, if passed by requisite majority shall be deemed to have been passed on May 10, 2026 being the last date specified by the Company for e-voting.
12. The declared results along with the Report of the Scrutinizer shall be forwarded to the BSE Limited and National Stock Exchange of India Limited and shall be uploaded on the website of the Company i.e., www.suvidhaa.com and website of NSDL at www.evoting.nsd.com.
13. The Scrutinizer's decision on the validity of a E-voting will be final.
14. Pursuant to Section 113 of the Act, a person authorised by resolution shall be entitled to exercise the right to vote by postal ballot through remote e-voting on behalf of the body corporate which he / she represents. Institutional / corporate members (i.e., other than individuals, HUF, NRI etc.) are required to send scanned copy (PDF / JPG format) of resolution authorising their representative to vote on their behalf, to the Scrutinizer at cs@suvidhaa.com.
15. Process and manner for remote e-voting facility provided by NSDL.

How do I vote electronically using NSDL e-Voting system?

The way to vote electronically on NSDL e-Voting system consists of "Two Steps" which are mentioned below:





Step 1: Access to NSDL e-Voting system

A) Login method for e-Voting for Individual shareholders holding securities in demat mode

In terms of 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 Depositories and Depository Participants. Shareholders are advised to update their mobile number and email Id in their demat accounts in order to access e-Voting facility.

Login method for Individual shareholders holding securities in demat mode is given below:

Type of shareholders	Login Method
Individual Shareholders holding securities in demat mode with NSDL.	<ol style="list-style-type: none"><li data-bbox="603 741 1498 1160">1. For OTP based login you can click on https://eservices.nsd.com/SecureWeb/evoting/evotinglogin.jsp. You will have to enter your 8-digit DP ID, 8-digit Client Id, PAN No., Verification code and generate OTP. Enter the OTP received on registered email id/mobile number and click on login. After successful authentication, you will be redirected to NSDL Depository site wherein you can see e-Voting page. Click on company name or e-Voting service provider i.e. NSDL and you will be redirected to e-Voting website of NSDL for casting your vote during the remote e-Voting period.<li data-bbox="603 1160 1498 1659">2. Existing IDeAS user can visit the e-Services website of NSDL Viz. https://eservices.nsd.com either on a Personal Computer or on a mobile. On the e-Services home page click on the “Beneficial Owner” icon under “Login” which is available under ‘IDeAS’ section, this will prompt you to enter your existing User ID and Password. After successful authentication, you will be able to see e-Voting services under Value added services. Click on “Access to e-Voting” under e-Voting services and you will be able to see e-Voting page. Click on company name or e-Voting service provider i.e. NSDL and you will be re-directed to e-Voting website of NSDL for casting your vote during the remote e-Voting period.<li data-bbox="603 1659 1498 1832">3. If you are not registered for IDeAS e-Services, option to register is available at https://eservices.nsd.com. Select “Register Online for IDeAS Portal” or click at https://eservices.nsd.com/SecureWeb/IdeasDirectReg.jsp<li data-bbox="603 1832 1498 2168">4. Visit the e-Voting website of NSDL. Open web browser by typing the following URL: https://www.evoting.nsd.com/ either on a Personal Computer or on a mobile. Once the home page of e-Voting system is launched, click on the icon “Login” which is available under ‘Shareholder/Member’ section. A new screen will open. You will have to enter your User ID (i.e. your sixteen digit demat account number hold with NSDL), Password/OTP and a Verification Code as shown on the screen. After successful

	<p>authentication, you will be redirected to NSDL Depository site wherein you can see e-Voting page. Click on company name or e-Voting service provider i.e. NSDL and you will be redirected to e-Voting website of NSDL for casting your vote during the remote e-Voting period.</p> <p>5. Shareholders/Members can also download NSDL Mobile App “NSDL Speede” facility by scanning the QR code mentioned below for seamless voting experience.</p> <p>NSDL Mobile App is available on</p> <p>  App Store  Google Play </p> <div style="display: flex; justify-content: space-around; align-items: center;">   </div>
<p>Individual Shareholders holding securities in demat mode with CDSL</p>	<ol style="list-style-type: none"> 1. Users who have opted for CDSL Easi / Easiest facility, can login through their existing user id and password. Option will be made available to reach e-Voting page without any further authentication. The users to login Easi / Easiest are requested to visit CDSL website www.cdslindia.com and click on login icon & New System Myeasi Tab and then user your existing my easi username & password. 2. After successful login the Easi / Easiest user will be able to see the e-Voting option for eligible companies where the evoting is in progress as per the information provided by company. On clicking the evoting option, the user will be able to see e-Voting page of the e-Voting service provider for casting your vote during the remote e-Voting period. Additionally, there is also links provided to access the system of all e-Voting Service Providers, so that the user can visit the e-Voting service providers’ website directly. 3. If the user is not registered for Easi/Easiest, option to register is available at CDSL website www.cdslindia.com and click on login & New System Myeasi Tab and then click on registration option. 4. Alternatively, the user can directly access e-Voting page by providing Demat Account Number and PAN No. from a e-Voting link available on www.cdslindia.com home page. The system will authenticate the user by sending OTP on registered Mobile & Email as recorded in the Demat Account. After successful authentication, user will be able to see the e-Voting option where the evoting is in progress and also able to directly access the system of all e-Voting Service Providers.

Individual Shareholders (holding securities in demat mode) login through their depository participants	You can also login using the login credentials of your demat account through your Depository Participant registered with NSDL/CDSL for e-Voting facility. upon logging in, you will be able to see e-Voting option. Click on e-Voting option, you will be redirected to NSDL/CDSL Depository site after successful authentication, wherein you can see e-Voting feature. Click on company name or e-Voting service provider i.e. NSDL and you will be redirected to e-Voting website of NSDL for casting your vote during the remote e-Voting period.
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Important note: Members who are unable to retrieve User ID/ Password are advised to use Forget User ID and Forget Password option available at abovementioned website.

Helpdesk for Individual Shareholders holding securities in demat mode for any technical issues related to login through Depository i.e. NSDL and CDSL.

Login type	Helpdesk details
Individual Shareholders holding securities in demat mode with NSDL	Members facing any technical issue in login can contact NSDL helpdesk by sending a request at evoting@nsdl.com or call at 022 - 4886 7000
Individual Shareholders holding securities in demat mode with CDSL	Members facing any technical issue in login can contact CDSL helpdesk by sending a request at helpdesk.evoting@cdslindia.com or contact at toll free no. 1800-21-09911

B) Login Method for shareholders other than Individual shareholders holding securities in demat mode and shareholders holding securities in physical mode.

How to Log-in to NSDL e-Voting website?

1. Visit the e-Voting website of NSDL. Open web browser by typing the following URL: <https://www.evoting.nsdl.com/> either on a Personal Computer or on a mobile.
2. Once the home page of e-Voting system is launched, click on the icon "Login" which is available under 'Shareholder/Member' section.
3. A new screen will open. You will have to enter your User ID, your Password/OTP and a Verification Code as shown on the screen.
Alternatively, if you are registered for NSDL eservices i.e. IDEAS, you can log-in at <https://eservices.nsdl.com/> with your existing IDEAS login. Once you log-in to NSDL eservices after using your log-in credentials, click on e-Voting and you can proceed to Step 2 i.e. Cast your vote electronically.
4. Your User ID details are given below:

Manner of holding shares i.e. Demat (NSDL or CDSL) or Physical	Your User ID is:
a) For Members who hold shares in demat account with NSDL.	8 Character DP ID followed by 8 Digit Client ID For example if your DP ID is IN300*** and Client ID is 12***** then your user ID is IN300***12*****.
b) For Members who hold shares in demat account with CDSL.	16 Digit Beneficiary ID For example if your Beneficiary ID is 12***** then your user ID is 12*****
c) For Members holding shares in Physical Form.	EVEN Number followed by Folio Number registered with the company For example if folio number is 001*** and EVEN is 101456 then user ID is 101456001***

5. Password details for shareholders other than Individual shareholders are given below:
 - a) If you are already registered for e-Voting, then you can use your existing

password to login and cast your vote.

- b) If you are using NSDL e-Voting system for the first time, you will need to retrieve the 'initial password' which was communicated to you. Once you retrieve your 'initial password', you need to enter the 'initial password' and the system will force you to change your password.
- c) How to retrieve your 'initial password'?
 - (i) If your email ID is registered in your demat account or with the company, your 'initial password' is communicated to you on your email ID. Trace the email sent to you from NSDL from your mailbox. Open the email and open the attachment i.e. a .pdf file. Open the .pdf file. The password to open the .pdf file is your 8 digit client ID for NSDL account, last 8 digits of client ID for CDSL account or folio number for shares held in physical form. The .pdf file contains your 'User ID' and your 'initial password'.
 - (ii) If your email ID is not registered, please follow steps mentioned below in **process for those shareholders whose email ids are not registered**
6. If you are unable to retrieve or have not received the "Initial password" or have forgotten your password:
 - a) Click on "[Forgot User Details/Password?](#)"(If you are holding shares in your demat account with NSDL or CDSL) option available on www.evoting.nsdl.com.
 - b) [Physical User Reset Password?](#)" (If you are holding shares in physical mode) option available on www.evoting.nsdl.com.
 - c) If you are still unable to get the password by aforesaid two options, you can send a request at evoting@nsdl.com mentioning your demat account number/folio number, your PAN, your name and your registered address etc.
 - d) Members can also use the OTP (One Time Password) based login for casting the votes on the e-Voting system of NSDL.
7. After entering your password, tick on Agree to "Terms and Conditions" by selecting on the check box.
8. Now, you will have to click on "Login" button.
9. After you click on the "Login" button, Home page of e-Voting will open.

Step 2: Cast your vote electronically on NSDL e-Voting system.

How to cast your vote electronically on NSDL e-Voting system?

1. After successful login at Step 1, you will be able to see all the companies "EVEN" in which you are holding shares and whose voting cycle.
2. Select "EVEN" of company for which you wish to cast your vote during the remote e-Voting period.
3. Now you are ready for e-Voting as the Voting page opens.

4. Cast your vote by selecting appropriate options i.e. assent or dissent, verify/modify the number of shares for which you wish to cast your vote and click on “Submit” and also “Confirm” when prompted.
5. Upon confirmation, the message “Vote cast successfully” will be displayed.
6. You can also take the printout of the votes cast by you by clicking on the print option on the confirmation page.
7. Once you confirm your vote on the resolution, you will not be allowed to modify your vote.

General Guidelines for shareholders

1. 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. with attested specimen signature of the duly authorized signatory(ies) who are authorized to vote, to the Scrutinizer by e-mail to cs@suvidhaa.com with a copy marked to evoting@nsdl.com. Institutional shareholders (i.e. other than individuals, HUF, NRI etc.) can also upload their Board Resolution / Power of Attorney / Authority Letter etc. by clicking on "**Upload Board Resolution / Authority Letter**" displayed under "**e-Voting**" tab in their login.
2. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential. Login to the e-voting website will be disabled upon five unsuccessful attempts to key in the correct password. In such an event, you will need to go through the "[Forgot User Details/Password?](#)" or "[Physical User Reset Password?](#)" option available on www.evoting.nsdl.com to reset the password.
3. In case of any queries, you may refer the Frequently Asked Questions (FAQs) for Shareholders and e-voting user manual for Shareholders available at the download section of www.evoting.nsdl.com or call on : 022 - 4886 7000 or send a request to (Name of NSDL Official) at evoting@nsdl.com

Process for those shareholders whose email ids are not registered with the depositories for procuring user id and password and registration of e mail ids for e-voting for the resolutions set out in this notice:

1. In case shares are held in physical mode please provide Folio No., Name of shareholder, scanned copy of the share certificate (front and back), PAN (self attested scanned copy of PAN card), AADHAR (self attested scanned copy of Aadhar Card) by email to (Company email id).
2. In case shares are held in demat mode, please provide DPID-CLID (16 digit DPID + CLID or 16 digit beneficiary ID), Name, client master or copy of Consolidated Account statement, PAN (self attested scanned copy of PAN card), AADHAR (self attested scanned copy of Aadhar Card) to (Company email id). If you are an Individual shareholders holding securities in demat mode, you are requested to refer to the login method explained at **step 1 (A)** i.e. **Login method for e-Voting for Individual shareholders holding securities in demat mode.**
3. Alternatively shareholder/members may send a request to evoting@nsdl.com for procuring user id and password for e-voting by providing above mentioned documents.

4. In terms of 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 Depositories and Depository Participants. Shareholders are required to update their mobile number and email ID correctly in their demat account in order to access e-Voting facility.

EXPLANATORY STATEMENT PURSUANT TO SECTION 102 OF THE COMPANIES ACT, 2013 (the Act).

Item No. 1 and 2

Re-appointment of Shail Shah (DIN: 06432640) and Ritesh Chothani (DIN.: 09070982), as Independent Directors of the Company for a second term of five consecutive years w.e.f. February 17, 2026.

The members at their fourteenth annual general meeting held on September 28, 2021 had appointed Mr. Shail Shah and Mr. Ritesh Chothani as Independent Directors of the Company for first term of five consecutive years from February 17, 2021 to February 16, 2026, pursuant to the provisions of Companies Act, 2013 ('the Act') and SEBI Listing Regulations. Their first term will be coming to an end on February 16, 2026.

The NRC, after taking into account the performance evaluation report of Mr. Shail Shah and Mr. Ritesh Chothani during his first term of 5 (Five) years and considering their knowledge, acumen, expertise, substantial contribution and time commitment, at its meeting held on February 09, 2026, has recommended to the Board their reappointment for a second term of 5 (Five) years w.e.f. February 17, 2026. The NRC has considered their diverse skills, leadership traits, expertise in financial, and vast business experience, among others, as some of the capabilities required for this role.

In accordance with the provisions of Section 149(10) of the Act and Regulation 25(2A) of SEBI Listing Regulations, re-appointment of Independent Directors will be subject to the approval of Members by way of a special resolution.

The Board, considers that, given Shail Shah's and Ritesh Chothani's professional background, experience and contributions made by him during his tenure, the continued association of them would be beneficial to the Company and it is desirable to continue to avail his services as an Independent Director. Accordingly, it is proposed to re-appoint Shail Shah and Ritesh Chothani as Independent Directors of the Company, not liable to retire by rotation, for a second term of 5 (five) consecutive years on the Board of the Company, on the basis of recommendation of NRC.

Shail Shah is not disqualified from being appointed as a director in terms of Section 164 of the Companies Act, 2013 ("the Act"). He has confirmed that he is not debarred from holding the office of director by virtue of any order from SEBI or any such authority and has given his consent to act as Director of the Company.

The Company has also received declarations from them that they meet the criteria of independence as prescribed, both, under Section 149(6) of the Act and Regulation 16(1)(b) of the SEBI Listing Regulations.

In the opinion of the Board, Shail Shah and Ritesh Chothani fulfils the conditions for re-appointment as Independent Directors as specified in the Act and the SEBI Listing Regulations and is independent of Management.

In connection with the above, a notice in writing in the prescribed manner as required by section 160 of the Act and Rules made thereunder, has been received by the Company, regarding candidature of them for the office of the director.

Brief profile and other requisite details including Directorships and Committee positions of Mr. Shail Shah and Mr. Ritesh Chothani is as below.

None of the Directors or Key Managerial Personnel or their relatives, except Mr. Shail Shah and Mr. Ritesh Chothani, respectively, is directly or indirectly concerned or interested, financially or otherwise, in the special resolution set out in item 1 and 2 of the notice.

The Board of Directors based on the recommendation of NRC considers the re-appointment of Shail Shah and Ritesh Chothani, as Independent Directors in the interest of the Company and recommends the special resolution set out at Item No. 1 and 2 of the Notice for approval by members.

Item No. 3

Increase in the Authorised Share Capital and consequent alteration to the Capital Clause of the Memorandum of Association

The Board of Directors of the Company, by way of a circular resolution passed on April 09, 2026, approved and recommended to the Members the increase in the Authorised Share Capital of the Company from Rs. 25,00,00,000/- (Rupees Twenty-Five Crores only) comprising of 24,00,00,000 (Twenty-Four Crores) Equity Shares of Re. 1/- (Rupee One) each and 1,00,00,000 (One Crore) Preference Shares of Re. 1/- (Rupee One) each to Rs. 30,00,00,000/- (Rupees Thirty Crores only) comprising of 29,00,00,000 (Twenty-Nine Crores) Equity Shares of Re. 1/- (Rupee One) each and 1,00,00,000 (One Crore) Preference Shares of Re. 1/- (Rupee One) each fully paid-up and consequential changes in the capital clause V of the Memorandum of Association.

The approval of the Members is being sought for alteration of Clause V relating to Authorised Share Capital, of the Memorandum of Association of the Company.

The increase in the Authorised Share Capital and consequential alteration to Clause V of the Memorandum of Association of the Company requires members' approval in terms of Sections 13 and 61 of the Companies Act, 2013.

The Board accordingly recommends the Resolution No. 3 of this Postal Ballot Notice for the approval of the Members by way of Ordinary Resolution.

None of the Directors, Key Managerial Personnel of the Company and their relatives are, in any way, concerned or interested, financially or otherwise, in this resolution except to the extent of their shareholding in the Company.

This statement may also be regarded as an appropriate disclosure under the Act and the Listing Regulations.

The Board recommends the Ordinary Resolution, as set out in Item Nos. 3 of the Notice, for approval by the Members.

For Suvidhaa Infoserve Limited

Bhumi Mistry

Sd/-

Company Secretary & Compliance Officer

Membership No.: A60337

Place: Mumbai

Place: Mumbai

Date: April 10, 2026.

Details as per Secretarial Standard - 2 and Regulation 36(3) of the SEBI Listing Regulations

Brief Profile of Shail Shah:

Mr. Shail Shah has worked with Deloitte, KPMG and Dhruva Advisors in the past. He has more than 15 years of professional experience in advising clients in areas of corporate tax, transfer pricing, foreign investment, joint venture arrangements, regulatory laws and succession planning. He has worked with leaders in multiple industries, manufacturing, viz., infrastructure, construction, IT, FinTech, etc. He has advised clients on multiple aspects, which inter alia, include Income-tax, Corporate Stamp duty, SEBI regulations, FEMA regulations and Hindu Succession Laws.

Other information about the appointee(s) as on the date of this Notice is as follows:

Name of the Director	Mr. Shail Shah (DIN: 06432640)
Date of Birth	25/12/1987
Age	38
Nationality	Indian
Date of Appointment	17/02/2026
Date of First Appointment to the Board	17/02/2021
Terms and conditions of appointment	Non-Executive and Independent director for a period of five (05) years non liable to retire by rotation.
Brief Resume of the Director including nature of expertise in specific functional areas	As mentioned above
Experience / Nature of expertise in Specific Functional Areas	As mentioned above.
No. of shares held in the Company as on March 31, 2025	Nil
List of Directorship held in the Companies	Private: Cynet Account Aggregation Private Limited Unlisted Public: Johnsoncab Electricals Limited
Name of Committee(s) in which Mr. Shail Shah is Chairman/ Member in Suvidhaa Infoserve Limited	Chairman of Audit Committee, Nomination and Remuneration Committee and Corporate Social Responsibility Committee.
Listed Entities from which Mr. Shail Shah has resigned as Director in past three years.	None

Number of Board Meetings attended during the year (as on the date of this Notice)	Four (4)
Inter se relationship between the Directors	Mr. Shail Shah is neither related nor have any inter se relationship with any other existing Director(s) of the Company.
Remuneration Last Drawn (as on the date of this Notice)	None
Information as required under Circular No. LIST/COMP/14/2018-19 issued by the BSE	Mr. Shail Shah is not debarred from holding of office of a Director by virtue of any SEBI order or any other such authority.

Brief Profile of Ritesh Chothani:

Mr. Ritesh Chothani is qualified Chartered Accountant with over 23 years of experience in the areas of Audit, Due Diligence, Financial Planning, Taxation, Accounts, Budgets, Corporate Restructuring, Regulatory Laws etc. He also has expertise in spearheading corporate and financial planning initiatives in commercial operations, Accounts & Finance, Auditing & Taxation, MIS, Exports Management, Designing and implementing systems to achieve financial discipline and improve overall efficiency organization.

Other information about the appointee(s) as on the date of this Notice is as follows:

Name of the Director	Mr. Ritesh Chothani (DIN: 09070982)
Date of Birth	11/05/1979
Age	47
Nationality	Indian
Date of Appointment	17/02/2026
Date of First Appointment to the Board	17/02/2021
Terms and conditions of appointment	Non-Executive and Independent director for a period of five (05) years non liable to retire by rotation.
Brief Resume of the Director including nature of expertise in specific functional areas	As mentioned above
Experience / Nature of expertise in Specific Functional Areas	As mentioned above.
No. of shares held in the Company as on March 31, 2015	Nil
List of Directorship held in the Companies	Unlisted Public: Nupi Infotech Limited
Name of Committee(s) in which Mr. Ritesh Chothani is Chairman/ Member in Suvidhaa Infoserve Limited	Member of Audit Committee and Corporate Social Responsibility Committee Chairman of Stakeholders Relationship Committee
Listed Entities from which Mr. Ritesh Chothani has resigned as Director in past three years.	None
Number of Board Meetings attended during the year (as on the date of this Notice)	Four (04)
Inter se relationship between the Directors	Mr. Ritesh Chothani is neither related nor have any inter se relationship with any other existing Director(s) of the Company.
Remuneration Last Drawn (as on the date of this Notice)	None

Information as required under Circular No. LIST/COMP/14/2018-19 issued by the BSE	Mr. Ritesh Chothani is not debarred from holding of office of a Director by virtue of any SEBI order or any other such authority.
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