



CIN : L51909WB1983PLC036542

Century Towers, 45 Shakespeare Sarani, 4th Floor, Kolkata 700 017

Telefax : 91-33 2283 6416/17; E-mail : mail@bengaltea.com; Website : www.bengaltea.com

**NOTICE****TO THE MEMBERS**

NOTICE is hereby given that the 34th Annual General Meeting (AGM) of the Members of Bengal Tea & Fabrics Limited will be held at "Kalakunj", 48, Shakespeare Sarani, Kolkata 700 017 on Saturday, the 29th day of July, 2017 at 10.30 A.M. to transact the following business: -

**ORDINARY BUSINESS****1. Adoption of Audited Financial Statements, Reports of the Board of Directors and Auditors**

To receive, consider and adopt the Audited Financial Statements of the Company for the financial year ended 31st March, 2017 and the Reports of the Board of Directors and Auditors thereon and to pass the following resolution as an **Ordinary Resolution** :

"**RESOLVED THAT** the Audited Financial Statements of the Company for the financial year ended 31st March, 2017 including the Audited Balance Sheet as at 31st March, 2017 and the Statement of Profit & Loss and the Cash Flow Statement for the year ended on that date, the Reports of Directors and Auditors thereon, as circulated to the Shareholders and now submitted to this Meeting be and are hereby approved and adopted."

**2. Re-appointment of Director retiring by rotation**

To appoint a Director in place Mr. Samveg A. Lalbhai (DIN: 00009278) who retires by rotation in terms of Section 152 (6) of Companies Act, 2013 and being eligible, offers himself for re-appointment and to pass the following resolution as an **Ordinary Resolution** :

"**RESOLVED THAT** Mr. Samveg A. Lalbhai (DIN: 00009278) who retires by rotation in terms of Section 152 (6) of Companies Act, 2013 and being eligible, offered himself for re-appointment, be and is hereby reappointed as a Director of the Company, whose period of office shall be liable to determination by retirement of directors by rotation."

**3. Appointment of Auditors**

To appoint M/s. Singhi & Company, Chartered Accountants (Firm Regn. No. 302049E) as Statutory Auditors of the Company from the conclusion of the 34th AGM until the conclusion of the 39th AGM, to fix their remuneration and to pass the following resolution as an **Ordinary Resolution** :

"**RESOLVED THAT** pursuant to the provisions of Section 139, 142 and all other applicable provisions of Companies Act, 2013 and the Rules made thereunder (including any statutory modification(s) or re-enactment thereof, for the time being in force) and the recommendations of the Audit Committee of the Board of Directors, M/s Singhi & Co., Chartered Accountants, (Firm Regn. No. 302049E), be and are hereby appointed as the Statutory Auditors of the Company for a term of 5 (five) years from conclusion of the 34th Annual General Meeting of the Company till the conclusion of the 39th Annual General Meeting be and is hereby confirmed at a remuneration of ₹ 85000/- p.a. plus out of pocket expenses and taxes, if any.

**RESOLVED FURTHER THAT** the Board of Directors of the Company be and is hereby authorised to do all acts and take all such steps as may be necessary, proper or expedient to give effect to this resolution."

**SPECIAL BUSINESS****4. Appointment of Branch Auditors of the Company**

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

"**RESOLVED THAT** pursuant to the provisions of Section 139, 142 and all other applicable provisions of Companies Act, 2013 and the Companies (Audit and Auditors) Rules, 2014 (including any statutory modification(s) or re-enactment thereof, for the time being in force), and the resolution passed by the members at the AGM held on 9th August, 2014, the appointment of M/s. Sorab S. Engineer & Co., Chartered Accountants, (Firm regn. No. 110417W), as Branch Auditors of the Company, to conduct the audit of the Textile Division to hold office from the 34th Annual General Meeting of the Company till the conclusion of the 36th Annual General Meeting be and is hereby ratified on a remuneration of ₹ 1,75,000/- p.a. plus out of pocket expenses and taxes, if any.

**NOTICE (Contd.)**

**RESOLVED FURTHER THAT** the Board of Directors of the Company be and is hereby authorised to do all acts and take all such steps as may be necessary, proper or expedient to give effect to this resolution.”

**5. Fixation of Remuneration of Cost Auditors of the Textile Division**

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

“**RESOLVED THAT** pursuant to the provisions of Section 148 and all other applicable provisions of Companies Act, 2013 and the Companies (Audit and Auditors) Rules, 2014 (including any statutory modification(s) or re-enactment thereof, for the time being in force), M/s N.D.Birla & Co., (Firm Regn. No. 000028) appointed by Board of Directors of the Company as the Cost Auditors for the Textile Division of the Company, to conduct the audit of the cost records of the Textile Division of the Company for the financial year ending 31st March, 2018, be paid the remuneration of ₹ 40,000 /- p.a. plus out of pocket expenses and taxes, if any.

**RESOLVED FURTHER THAT** the Board of Directors of the Company be and is hereby authorised to do all acts and take all such steps as may be necessary, proper or expedient to give effect to this resolution.”

**6. Fixation of Remuneration of Cost Auditors of the Tea Division**

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

“**RESOLVED THAT** pursuant to the provisions of Section 148 and all other applicable provisions of Companies Act, 2013 and the Companies (Audit and Auditors) Rules, 2014 (including any statutory modification(s) or re-enactment thereof, for the time being in force), M/s. D. Radhakrishnan & Co., (Firm Regn. No. 000018) appointed by Board of Directors of the Company as the Cost Auditors of the Tea Division of the Company, to conduct the audit of the cost records of the Tea Division of the Company for the financial year ending 31st March, 2018, be paid the remuneration of ₹ 25000/- p.a. plus out of pocket expenses and taxes, if any.

**RESOLVED FURTHER THAT** the Board of Directors of the Company be and is hereby authorised to do all acts and take all such steps as may be necessary, proper or expedient to give effect to this resolution.”

*Registered Office :*

Century Towers, 4th Floor

45, Shakespeare Sarani, Kolkata 700 017

Dated : 12th May, 2017

By Order of the Board

SUNITA SHAH

*Company Secretary*

**NOTES :**

1. A statement setting out material facts pursuant to Section 102 of the Companies Act, 2013 with respect to Item Nos. 4 to 6 of the Notice is annexed hereto.
2. A member entitled to attend and vote at the meeting is entitled to appoint a proxy to attend and vote on a poll instead of the member and the proxy need not be a member of the Company. Proxies, in order to be effective, must be received by the Company not less than 48 hours before the commencement of the meeting. A person can act as proxy on behalf of members not exceeding fifty (50) and holding in the aggregate not more than ten percent of the total share capital of the Company. As per Secretarial Standard 2, the Proxy-holder are requested to bring Valid Identity proofs (viz., PAN Card, Voter ID Card, Passport, Aadhar Card, Driving License, Bank pass book with attested customer photograph and signature, etc.) at the venue of the meeting for identification.

**NOTICE (Contd.)**

3. The Register of Members and Share Transfer Books of the Company shall remain closed from 23rd July, 2016 (Sunday) to 29th July, 2017 (Saturday) (both days inclusive) for the purpose of the 34th Annual General Meeting.
4. The Notice of the 34th AGM and Annual Report for the year ended 2016 - 17 is being sent to all the Members, whose names appear in the Register of Members/list of Beneficial Owners as received from National Securities Depository Limited (NSDL) / Central Depository Services (India) Limited (CDSL) on close of business hours on Friday, 23rd June, 2017. Any person who acquires shares and became Member after despatch of Notice and Annual Report can obtain the same by downloading it from the Company's Website: [www.bengaltea.com](http://www.bengaltea.com) or may request for a copy of the same by writing to the Company at [investor@bengaltea.com](mailto:investor@bengaltea.com) or the Company's RTA at [rta@cbmsl.com](mailto:rta@cbmsl.com)
5. Members are requested to bring their copy of Annual Report to the AGM. Members holding shares in dematerialized form are requested to bring their supporting evidence in respect of their Client ID & DP ID Nos. for easier identification of the attendance at the meeting.
6. The Register of Directors and Key Managerial Personnel and their shareholding as maintained under Section 170 of the Companies Act, 2013 will be available for inspection by the members at the AGM.
7. The Register of Contracts or Arrangements in which Directors are interested, maintained under Section 189 of the Companies Act, 2013 will be available for inspection by the members at the AGM.
8. Members desirous of getting any information on the accounts or operations of the Company are requested to forward their queries to the Company at least seven working days prior to the meeting so that the required information may be readily available at the meeting.
9. Members are requested to intimate immediately change of Address, if any, to the Registrar of the Company, C.B. Management Services (P) Ltd. or the Company.
10. **Members still possessing the share certificates issued prior to 25th July, 1998 are requested to surrender the said share certificates for the reduced shareholdings as only the new share certificates are eligible for demat.**
11. Members holding shares in the physical form and desirous of making/changing nomination in respect of their shareholding in the Company, as permitted under Section 72 of the Companies Act, 2013 and Rules made there under are requested to submit the prescribed Form No. SH-13 and SH-14, as applicable for this purpose to the Company's Registrars and Share Transfer Agent, C. B. Management Services (P) Ltd., who will provide the Form on request.
12. **Members are hereby informed that Securities and Exchange Board of India (SEBI) in terms of Circular No.CIR/MRD/DP/10/2013 dated 21st March, 2013 has made it mandatory for all Listed Companies to make cash payments through electronic modes to the investors. It is further directed that in case electronic payment is rejected or returned, the Company shall mandatorily print the bank account details of the investor on payment instrument. Members are requested to provide their updated Bank account particulars to enable the Company to electronically credit dividend directly in their respective bank accounts.**  
**Members holding shares in demat mode are requested to send correct bank details (including MICR No., IFSC Code, Account Type etc.) to their respective Depository Participant. Members holding shares in physical form are requested to send such bank details along with a cancelled cheque to our Registrars M/s C.B. Management Services Pvt. Ltd.**
13. Members are also requested to inform their correct email address, if any, to the Depositories (if shares held in demat form) and to our Registrars by visiting Website namely "[www.cbmsl.com/green.php](http://www.cbmsl.com/green.php)" (if shares held in physical form) in compliance of Green Initiative as per circular no. 17/2011 dated 21.04.2011 and 18/2011 dated 29.04.2011 issued by Ministry of Corporate Affairs to facilitate the Company to send notice/documents through e-mail.

**NOTICE (Contd.)**

14. The Securities and Exchange Board of India (SEBI) has mandated the submission of Permanent Account Number (PAN) by every participant in securities market. Members holding shares in electronic form are therefore, requested to submit their PAN to their Depository Participants with whom they are maintaining their demat accounts. Members holding shares in physical form can submit their PAN to the Company / C B Management Services (P) Ltd (RTA).
15. The Shareholders, who are still holding shares in physical form are requested to take immediate action to demat their shares to avail easy liquidity since trading of shares of the Company are under compulsory Demat mode as per the regulation of SEBI and also to prevent any loss of physical Share Certificate.
16. The Shareholders who have not encashed their Dividend Warrants are requested to send their Warrants for revalidation otherwise the amount will be transferred to the Central Government Account i.e. IEPF on expiry of 7 years from the date of transfer of dividend amount to unclaimed dividend account.
17. **Pursuant to the provision of Section 124 (6) read with Rule 6 of Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016 (the "IEPF Rules") as amended, provides that all shares in respect of which dividend has/have remained unpaid or unclaimed for consecutive seven years the corresponding shares shall also be transferred in the name of Demat Account of IEPF Authority.**

Adhering to the various requirements set out in the Rules, the company has communicated individually to the concerned shareholders whose shares are liable to be transferred to Demat Account of IEPF Authority at their last recorded address with the Company for taking appropriate action. The full details of such shareholders having unencashed dividends and shares due for transfer has been given on the website of the Company [www.bengaltea.com](http://www.bengaltea.com).
18. **Pursuant to the provisions of the Companies Act, 2013 and SS-2 : Secretarial Standard on General Meetings, the Company wishes to inform that no distribution of gift will be made by the Company in connection with the 34th Annual General Meeting.**
19. The brief profile of the Director seeking re-appointment including relevant particulars relating to him is furnished in the Annexure to the Notice, as required under SEBI (Listing Obligations and Disclosure Requirements) {"SEBI (LODR)"} Regulations, 2015.
20. Corporate members intending to send their authorized representative(s) to attend the meeting are requested to send a certified copy of the Board Resolution authorizing their representative to attend and vote on their behalf at the meeting.
21. A copy of the documents referred to in the Notice and accompanying Explanatory Statement will be open for inspection to the Members at the Registered Office of the Company on any working day, between 11 a.m. and 1.00 p.m. except Sundays and Public Holidays from the date hereof upto the date of the AGM, without any fee.
22. **Voting through electronic means**
  - I. In compliance with provisions of Section 108 of the Companies Act, 2013 and Rule 20 of the Companies (Management and Administration) Rules, 2014, as amended by Companies (Management and Administration) Rules, 2015, the Company is pleased to provide its members a facility to exercise their right to vote using an electronic voting system from a place other than the venue of the AGM ("remote e-voting") at the 34th Annual General Meeting (AGM) and the business may be transacted through remote e-voting services provided by Central Depository Services (India) Limited (CDSL). It is hereby clarified that it is not mandatory for a member to vote using the remote e-voting facility and a member may avail of the facility at his/her/its discretion. The instructions for e-voting are as under:
    - (i) Log on to the remote e-voting website [www.evotingindia.com](http://www.evotingindia.com) during the voting period.
    - (ii) Click on "Shareholders" tab.



## NOTICE (Contd.)

- (iii) 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.
- (iv) Next enter the Image Verification as displayed and Click on Login.
- (v) If you are holding shares in Demat form and had logged on to [www.evotingindia.com](http://www.evotingindia.com) and voted on an earlier voting of any company, then your existing password is to be used.
- (vi) However, if you are a first time user, please 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)
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 Details#	Enter the Dividend Bank Details as recorded in your demat account or in the company records for the said demat account or folio.

\* Members who have not updated their PAN with the Company/Depository Participant are requested to enter in the PAN field the first two letters of their name and 8 digit (including zeros) sequence number (SQ) communicated to you. 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 sequence number 1 then enter RA00000001 in the PAN Field.

# Please enter any one of the details of DOB or Dividend Bank Details in order to login. In case both the details are not recorded with the depository or company please enter the member id / folio number in the Dividend Bank details field.

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

**NOTICE (Contd.)**

- (xvi) If Demat account holder has forgotten the same password then Enter the User ID and the image verification code click on Forgot Password & enter the details as prompted by the system.
- (xvii) Shareholders can also cast their vote using CDSL's mobile app m-Voting available for Android based mobiles. The m-Voting app can be downloaded from Google Play Store. i-Phone and Windows phone users can download the app from the App Store and the Windows Phone Store respectively on or after 23rd June, 2017. Please follow the instructions as prompted by the mobile app while voting on your mobile.
- (xviii) Note for Institutional Shareholders
- Non- Individual shareholders (i.e. other than Individuals, HUF, NRI etc.) and Custodian are required to log on to [www.evotingindia.com](http://www.evotingindia.com) and register themselves as Corporate.
  - They should submit a scanned copy of the Registration Form bearing the stamp and sign of the entity to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com).
  - After receiving the login details they have to create a Compliance user by using the admin login & password. The Compliance User would be able to link the account(s) which they wish to vote on.
  - The list of accounts linked in the login should be mailed to [helpdesk.evoting@cdslindia.com](mailto: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.
- (xix) The voting period begins on Wednesday, 26th July, 2017 <9.00a.m.> and ends on Friday, 28th July, 2017 <5.00p.m.>. During this period shareholders' of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date of 22nd July, 2017 (close of business hours), may cast their votes electronically. The e-voting module shall be disabled by CDSL for voting thereafter.
- (xx) Any person who acquired shares and became Member after dispatch of Notice of 34th AGM and holds shares as of the cut-off date of 22nd July, 2017 (close of business hours), may obtain the login ID and password for remote e-voting by sending a request to the Company's RTA at [rta@cbmsl.com](mailto:rta@cbmsl.com)
- (xxi) A facility for voting through ballot Paper will be made available at the Annual General Meeting venue and the Members attending the meeting who have not cast their vote by remote e-voting can exercise their right during the meeting on 29th July, 2017 between 10.30 A.M. till the conclusion of the meeting.
- (xxii) 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](http://www.evotingindia.com) under help section or write an email to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com)
- II. The voting rights of the shareholders shall be in proportion to their shares of the paid-up equity share capital of the Company as on the cut-off date of 22nd July, 2017 (close of business hours).
- III. Mr. H.M. Choraria, (CP No. 1499, Membership No. FCS 2398) of M/s H. M. Choraria & Co., Practising Company Secretaries of 14/2, Old China Bazar Street 4th Floor, Room No. 401, Kolkata 700 001 has been appointed as Scrutinizer to scrutinize the remote e-voting and voting process to be carried out at the AGM in a fair and transparent manner.
- IV. The scrutinizer shall within a period of not exceeding three working days from the conclusion of the meeting unblock the votes cast through remote e-voting, after counting the votes cast at the meeting in the presence of at least two witnesses not in employment of the Company and make a consolidated scrutinizer's report of the votes cast in favour or against, if any and forward to the Chairman of the AGM.
- V. The Results on resolutions shall be declared after the AGM of the Company and the resolutions will be deemed to be passed on the AGM date subject to receipt of the requisite numbers of votes in favour of the Resolutions.
- VI. The Consolidated Results declared along with the Scrutinizer's report (s) shall be placed on the Company's website [www.bengaltea.com](http://www.bengaltea.com) and on the website of CDSL within three days of passing of the resolutions at the AGM of the Company. The results will also be communicated to BSE Limited where the shares of the Company are listed.

**NOTICE (Contd.)****23. Explanatory Statements pursuant to Section 102(1) of the Companies Act, 2013 in respect of Item Nos. 4-6 of the Notice are as under:****In respect of Item No. 4**

In pursuance of Section 143 read with Section 139 (2) (b) of the Companies Act, 2013, the Shareholders of the Company, at their 31st Annual General Meeting held on 9th August, 2014 had appointed M/s Sorab S. Engineer & Co., Chartered Accountants (Firm Regn. No. 110417W), as the Branch Auditors' for Textile Division of the Company for 5 years.

In terms of Section 177 (4) of the Companies Act, 2013 and SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Audit Committee have recommended the ratification of appointment of M/s. Sorab S. Engineer & Co., Chartered Accountants, as Branch Auditors from the conclusion of the 34th Annual General Meeting of the Company till the conclusion of the 36th Annual General Meeting on a remuneration of ₹ 1,75,000/- p.a. plus out of pocket expenses and taxes, if any.

Your Directors recommend the appointment of M/s Sorab S. Engineer & Co., Chartered Accountants, (Firm regn No. 110417W), as Branch Auditors of the Textile Division of the Company, to conduct the audit of the Textile Division.

None of the Directors, Key Managerial Personnel or their relatives are interested or concerned, financial or otherwise, in the resolution set out at Item No. 4.

**In respect of Item No. 5**

The Board, on the recommendation of the Audit Committee, has approved the appointment and remuneration of M/s N.D.Birla & Co., (Firm Regn. No. 000028), as the Cost Auditors for the Textile Division of the Company to conduct the audit of the cost records of the Textile Division of the Company for the financial year ending on 31st March, 2018 on 12th May, 2017.

In accordance with the provisions of Section 148 of the Act read with the Companies (Audit and Auditors) Rules, 2014, the remuneration of ₹ 40,000/- p.a. plus out of pocket expenses and taxes, if any, payable to the Cost Auditors has to be approved by the shareholders of the Company. Accordingly, consent of the members is being sought for passing an Ordinary Resolution for approval of the remuneration payable to the Cost Auditors for the financial year ending 31st March, 2018.

Your Directors recommend the resolution to be passed as Ordinary Resolution for approval of the shareholders.

None of the Directors, Key Managerial Personnel or their relatives are interested or concerned, financial or otherwise, in the resolution set out at Item No. 5.

**In respect of Item No. 6**

The Board, on the recommendation of the Audit Committee, has approved the appointment and remuneration of M/s. D. Radhakrishnan & Co., (Firm Regn. No. 000018), as the Cost Auditors of the Tea Division of the Company to conduct the audit of the cost records of the Tea Division of the Company for the financial year ending on 31st March, 2018 on 12th May, 2017.

In accordance with the provisions of Section 148 of the Act read with the Companies (Audit and Auditors) Rules, 2014, the remuneration of ₹ 25,000/- p.a. plus out of pocket expenses and taxes, if any, payable to the Cost Auditors has to be approved by the shareholders of the Company. Accordingly, consent of the members is being sought for passing an Ordinary Resolution for approval of the remuneration payable to the Cost Auditors for the financial year ending 31st March, 2018.

Your Directors recommend the resolution to be passed as Ordinary Resolution for approval of the shareholders.

None of the Directors, Key Managerial Personnel or their relatives are interested or concerned, financial or otherwise, in the resolution set out at Item No. 6.

*Registered Office :*

Century Towers, 4th Floor

45, Shakespeare Sarani, Kolkata 700 017

Dated : 12th May, 2017

By Order of the Board

SUNITA SHAH

Company Secretary



## NOTICE (Contd.)

### ANNEXURE TO NOTICE OF 34th ANNUAL GENERAL MEETING

#### Brief Profile of Mr. Samveg A. Lalbhai, Non Executive Director seeking re-appointment

Mr. Samveg A. Lalbhai, Non executive Director of the Company, aged about 55 years retires at the ensuing Annual General Meeting and being eligible offers himself for re-appointment. He has about 35 years of vast experience in the business of Textiles and is an eminent personality of Textile Industry. Mr. Lalbhai is a Managing Director of Atul Limited since December 2001. Mr. Lalbhai is associated with a number of Chambers/Organisations, including Indian Cotton Mills Federation, Gujarat Chamber of Commerce & Industries, Ahmedabad Textile Mills Association, Ahmedabad Textile Industries and Research Association etc. A brief resume, experience and functional expertise and membership on various Board and Committee for Mr. Samveg A. Lalbhai, proposed to be re-appointed at Serial No. 2 of the Notice convening the 34th Annual General Meeting, as per the provisions of SEBI (Listing Obligations and Disclosure Requirements) {"SEBI (LODR)"} Regulations, 2015 are furnished below:

Date of Birth	04.06.1961
Date of first appointment	06.05.2004
Qualification	Graduate in Commerce from Gujarat University
Experience in specific functional areas	35 years of vast experience in the business of Textiles and an eminent personality of Textile Industry
Directorship in other Companies apart from this company	<ol style="list-style-type: none"> <li>1. Atul Ltd.</li> <li>2. The Anup Engineering Ltd.</li> <li>3. Arvind Overseas (M) Ltd.</li> <li>4. Arvind Farms Pvt. Ltd.</li> <li>5. Saumya Farms &amp; Organic Prod. Pvt. Ltd.</li> <li>6. Sneh Farms Pvt. Ltd.</li> <li>7. National Design Business Incubator</li> <li>8. Arvind Worldwide Inc. USA</li> <li>9. Arvind Worldwide (M) Inc.</li> </ol>
*Chairman/Member of the Committee in which he is a Director apart from this company	Nil
Shares of the company held by him	
Equity: a) Own	Nil
b) Beneficiary basis	Nil

\*Only Audit Committee & Shareholders/Investors Grievance Committees are being considered



**NOTICE (Contd.)****Transfer of shares to Investor Education and Protection Fund (IEPF)**

Dear Shareholders,

Pursuant to the provision of Section 124 (6) read with Rule 6 of Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016 (the "IEPF Rules") as amended, which inter-alia provides that **all shares in respect of which dividend has/have remained unpaid or unclaimed for consecutive seven years the corresponding shares shall also be transferred in the name of Demat Account of IEPF Authority.**

Please note that those share holders whose dividend for the financial year 2009-10 (Final) onwards has remained unpaid / unclaimed and therefore the corresponding shares of the face value of Rs 10/- each as stated in the subject line will also be due to be transferred to Demat Account of IEPF Authority on **31st July, 2017**. The Company shall accordingly transfer the said shares within 30days thereof in the following manner:

- a. In case of shares held in Physical form, by issuance of Duplicate Share certificate and thereafter transferring the shares to Demat Account of IEPF Authority. Accordingly, the original share certificate(s), which stand registered in your name would stand automatically cancelled and be deemed non-negotiable.
- b. In case of shares held in Demat Form, by transfer of shares directly to Demat Account of IEPF Authority through the Depository participants as per Rules.

It may also please be noted that all subsequent corporate benefits that may accrue in relation to the above shares will also be credited to the said Demat Account of IEPF Authority.

In case you have any lawful reservation / objection in complying with the above provisions of law in transferring your aforesaid shares to Demat Account of IEPF Authority then we request you to comply with the following on or before **20th July, 2017** in the following manner:

- Claim unclaimed/unpaid dividend for the financial year 2009-10 and onwards by making an application to the Company's Registrars and Share Transfer Agent, C B Management Services (P) Ltd. P-22, Bondel Road, Kolkata 700 019, Tel No. 033-4011-6700/16/17/24/28/42, Fax No. 033-4011-6739, E-mail: rta@cbmsl.com with a **self-attested copy** of the following:
  - a. ID Proof (a self attested copy of your PAN card);
  - b. Address Proof (Aadhar Card / Passport / Utility Bill (not more than 3 months old); and
  - c. Unsigned & cancelled cheque leaf of the bank where you are maintaining your active core banking account so that we can credit all subsequent dividends directly into your bank account.

Please also attach the photocopy of your share certificate (both sides) and also quote your Folio no. as provided above in all your documents /communication in case your holding is in Physical mode or send relevant client master list in case your holding is in Demat mode.

The Company has sent individual notices through registered post to the latest addresses of the shareholders whose dividends are lying unclaimed since 2009-10 for the last 7 consecutive years, advising them to claim the dividends expeditiously.

You may also take note that in terms of Section 124 (6) of the Companies Act, 2013 and Rule 7 of the IEPF Rules, you may claim the said shares from Demat Account of IEPF Authority after the same are transferred by making online application in Form IEPF 5 which shall be available at **www.iepf.gov.in**.

In view of the forgoing you are advised to do the needful immediately without any delay and before 20th July, 2017 failing which the corresponding shares will be transferred to the above fund established by the Central Government. Thereupon, no claim shall lie against the Company in respect of the shares transferred to the said DEMAT Account pursuant to the said Rules.

*Registered Office :*

Century Towers, 4th Floor  
45, Shakespeare Sarani, Kolkata 700 017  
Dated : 12th May, 2017

By Order of the Board

SUNITA SHAH  
Company Secretary



# BENGAL TEA & FABRICS LIMITED

CIN: L51909WB1983PLC036542

Regd. Office: Century Towers, 4th Floor, 45, Shakespeare Sarani, Kolkata – 700 017  
Telefax: 033 2283-6416/6417 E-Mail: mail@bengaltea.com Website: www.bengaltea.com

## ATTENDANCE SLIP 34<sup>th</sup> ANNUAL GENERAL MEETING

Name of the sole/ first named Member(s) :
Registered Address of sole/first named member :
Registered Folio No./ DP ID & Client ID No. :
No. of Shares held :

I/We hereby record my/our presence at the 34<sup>th</sup> Annual General Meeting of the Company held on Saturday, 29th July, 2017 at 10.30 A.M. at Kala Kunj, 48, Shakespeare Sarani, Kolkata – 700 017.

.....  
Member's/Proxy's Name in Block Letters

.....  
Member's/Proxy's Signature

Note: Please complete the Attendance Slip and hand it over at the Attendance Verification Counter at the entrance of the Meeting Hall. Please also bring your copy of the Annual Report. Proxies are requested to carry a valid ID Proof for verification at the time of Attendance.

.....Please cut here and bring the above Attendance Slip to the Meeting Hall.....

### REMOTE E-VOTING PARTICULARS

Dear Shareholder,

#### Sub: Process and manner for availing remote e-voting facility

Pursuant to provisions of Section 108 of the Companies Act, 2013 read with the Companies (Management and Administration) Rules, 2014, as amended the Company is pleased to provide its members a facility to cast their votes using an electronic voting system from a place other than venue of the Annual General Meeting ("remote e-voting") in relation to the business to be transacted at the 34<sup>th</sup> Annual General Meeting of the Company to be on held on Saturday, 29th July, 2017 at 10.30 A.M. The Company has engaged the services of Central Depository Services Limited ("CDSL") to provide remote e-voting facilities. The Notice of the 34<sup>th</sup> AGM of the Company inter-alia, indicating the process and manner of remote e-voting along with printed Attendance Slip and Proxy form can be downloaded from the link <https://www.evoting.cdsl.com> or [www.bengaltea.com](http://www.bengaltea.com).

The remote e-voting particulars are set out below.

EVSN (Remote e-Voting Sequence number)	USER ID	PASSWORD

The remote e-voting facility will be available during the following voting period.

Commencement of remote e-voting	End of remote e-voting
26th July, 2017 from 9.00 am	28th July, 2017 till 5.00 pm

Please read the instructions given at point no. 22 of the Notice to 34<sup>th</sup> Annual General Meeting of the Company dated 12th May, 2017 carefully before availing remote e-voting facilities.

# BENGAL TEA & FABRICS LTD.



CIN : L51909WB1983PLC036542  
 Registered Office : Century Tower, 45, Shakespeare Sarani, 4th Floor, Kolkata 700 017  
 Telefax Nos.: 033-2283-6416/17; E-mail : mail@bengaltea.com; Website : www.bengaltea.com

## 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 : \_\_\_\_\_

I/We being the member(s) of \_\_\_\_\_ shares of the above named Company, hereby appoint :

- (1) Name : \_\_\_\_\_ Address : \_\_\_\_\_  
 E-mail ID : \_\_\_\_\_ Signature : \_\_\_\_\_ or failing him
- (2) Name : \_\_\_\_\_ Address : \_\_\_\_\_  
 E-mail ID : \_\_\_\_\_ Signature : \_\_\_\_\_ or failing him
- (3) Name : \_\_\_\_\_ Address : \_\_\_\_\_  
 E-mail ID : \_\_\_\_\_ Signature : \_\_\_\_\_

as my/our proxy to attend and vote (on a poll) for me/us and on my/our behalf at the 34th Annual General Meeting of the Company to be held on Saturday, 29th July, 2017 at 10.30 a.m. at Kalakunj, 48, Shakespeare Sarani, Kolkata – 700 017 and at any adjournment thereof in respect of resolutions as are indicated below:

Resolution No.	Resolution Proposed	Optional*	
		For	Against
	<b>Ordinary Business</b>		
1.	Adoption of Financial Statements, Reports of the Board of Directors' and Auditors'		
2.	Re-appointment of Mr. Samveg A. Lalbhai, Director, retiring by rotation		
3.	Appointment of Statutory Auditors and fixing their remuneration		
	<b>Special Business</b>		
4.	Appointment of Branch Auditors and fixing their remuneration		
5.	Fixation of Remuneration of Cost Auditors for the Textile Division		
6.	Fixation of Remuneration of Cost Auditors for the Tea Division		

Signed this \_\_\_\_\_ day of \_\_\_\_\_ 2017.

Signature of Shareholder.....Signature of Proxy holder(s).....



**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.**

- For the text of the Resolutions, Explanatory Statement & Notes, please refer to the Notice convening the 34th Annual General Meeting dated 12th May, 2017.
- \*It is optional to put 'X' in the appropriate column against the Resolutions indicated in the Box. If you leave the 'For' or 'Against' column blank against any or all resolution, your proxy will be entitled to vote in the manner as he/she thinks appropriate.
- Please complete all details including details of member (s) in above box before submission.



**34th Annual General Meeting of the Company**  
**Date & Time :** Saturday, 29th July, 2017 at 10:30 a.m.  
**Venue :** Kalakunj, 48, Shakespeare Sarani, Kolkata – 700 017

