



SHIVOM INVESTMENT & CONSULTANCY LIMITED

8, Shaniya Enclave, 4th Floor, V.P. Road, Vile Parle, West Mumbai

Mumbai City Maharashtra-400056

Website: www.shivominvestmentconsultancy.com

CIN: L74140WB1990PLC049044

(ANNEXURE TO THE NOTICE FOR THE 28TH ANNUAL GENERAL MEETING OF THE COMPANY TO BE HELD ON SATURDAY, THE 22ND SEPTEMBER, 2018 AT 10:30 A.M.)

Name & Registered Address of Sole/ First named Member :

Joint Holders Name (If any) :

Registered Folio No. / DP ID & Client ID :

No. of Equity Shares Held :

Dear Shareholder,

Subject: Process and manner for availing E-voting facility:

Pursuant to 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 the SEBI (Listing Obligations and Disclosure Requirements), Regulations, 2015, the Company is pleased to provide E-voting facility to the members to cast their votes electronically on all resolutions proposed to be considered at the Annual General Meeting (AGM) will be held on Saturday, 22nd September, 2018 at 10:00 A.M. at the registered office of the Company at 8, Shaniya Enclave, 4th Floor, V.P. Road, Vile Parle, West Mumbai, Mumbai City Maharashtra-400056.

The Company has engaged the services of Central Depository Services (India) Limited (CDSL) to provide the e-voting facility. The e-voting facility is available at the link <https://www.evotingindia.com>.

The Electronic Voting Particulars are set out below:

EVSN (Electronic Voting Sequence Number)	User ID	PAN / Sequence No.
180810008		

The E-voting facility will be available during the following voting period:

Remote e-Voting Start On	Remote e-Voting End On
Wednesday, 19 th September, 2018 from 9:00 A.M. (IST)	Friday, 21 st September, 2018 till 5:00 P.M. (IST)

Please read the instructions mentioned in Notice of the Annual General Meeting before exercising your vote.

Registered office:

8, Shaniya Enclave
4th Floor, V.P. Road,
Vile Parle, West Mumbai
Mumbai City Maharashtra-400056

By order of the Board of Directors

For Shivom Investment & Consultancy Limited

Sd/-
(Varun Pravinchandra Aghara)
Managing Director
DIN: 03046013

Place: Mumbai

Date: 14.08.2018

Encl: AGM Notice (with Notes)/ Attendance Slip/ Proxy Form



SHIVOM INVESTMENT & CONSULTANCY LIMITED

8, Shaniya Enclave, 4th Floor, V.P. Road, Vile Parle, West Mumbai

Mumbai City Maharashtra-400056

Website: www.shivominvestmentconsultancy.com

CIN: L74140WB1990PLC049044

NOTICE

NOTICE is hereby given that the 28th Annual General Meeting of the shareholders of Shivom Investment & Consultancy Limited will be held on Saturday the 22nd September, 2018 at 10:30 a.m. at the registered office of the Company at 8, Shaniya Enclave, 4th Floor, V.P. Road, Vile Parle, West Mumbai, Mumbai City Maharashtra-400056 to transact the following business:

ORDINARY BUSINESS:

1. To receive, consider and adopt the Audited Financial Statements of the Company for the financial year ended 31st March, 2018, including the Audited Balance Sheet as at 31st March, 2018, the Statement of Profit & loss for the year ended on that date and the reports of Directors and Auditors thereon.
2. To appoint a Director in place of Mr. Varun Pravinchandra Aghara (DIN: 03046013) who retires by rotation and, being eligible, offers himself for re-appointment.

Registered office:

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Vile Parle, West Mumbai
Mumbai City Maharashtra-400056

Place: Mumbai

Date: 14.08.2018

By order of the Board of Directors

For Shivom Investment & Consultancy Limited

Sd/-

(Varun Pravinchandra Aghara)

Managing Director

DIN: [03046013](#)

Notes:

1. **A MEMBER ENTITLED TO ATTEND AND VOTE AT THE MEETING IS ENTITLED TO APPOINT A PROXY/ PROXIES TO ATTEND AND VOTE INSTEAD OF HIMSELF/HERSELF SUCH A PROXY/ PROXIES NEED NOT BE A MEMBER OF THE COMPANY.** The instrument of Proxy in order to be effective, should be deposited at the Registered Office of the Company, duly completed and signed, 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. A member holding more than ten percent of the total share capital of the company carrying voting rights may appoint a single person as proxy and such person shall not act as proxy for any other person or shareholders.
2. The Register of Member and Transfer Books will remain closed from Sunday, the 16th day of September, 2018 to Saturday, the 22nd day of September, 2018 (both days inclusive) for the purpose of Annual General Meeting.
3. Additional information, pursuant to Regulation 36 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, in respect of the Directors seeking appointment/ re-appointment at the AGM as per **Item No-2** of aforesaid notice, is furnished as Annexure to the Notice. The Directors have furnished consent/declaration for their appointment/re-appointment as required under the Companies Act, 2013 and the Rules thereunder.
4. During the period beginning 24 hours before the time fixed for the commencement of the meeting and ending with the conclusion of the meeting, a member would be entitled to inspect the proxies lodged at any time during the business hours of the company, provided not less than 3 days of notice in writing is given to the company.
5. The notice is being sent to all members, whose names appear on the Register of Members/List of Beneficial Owners.
6. In case shares are jointly held, this form should be completed and signed (as per the specimen signature registered with the Company) by the first named member and in his/her absence, by the next named member.
7. Corporate Members intending to send their authorized representatives 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.
8. Copy of relevant documents referred to in this notice are open for inspection at the registered office of the Company on all working days , except holidays between **11.00 A.M to 2.00 P.M** upto the date of declaration of the results of e-voting.
9. Any member desirous of getting any information on the accounts of the Company is required to forward his/her queries at least 7 days prior to the meeting so that the required information can be made available at the meeting.
10. Members are requested to intimate change in their address if any immediately to Niche Technologies Pvt. Ltd., the Company's Registrar and Share Transfer Agents, at their office at D-511, Bagree Market, 5th Floor, 71, B.R.B. Basu Road, Kolkata 700 001, Phone - 033 2235-7270/ 7271, 2234-3576.

11. Members holding shares in physical form in the same set of names under different folios are requested to apply for consolidation of such folios along with relevant Share Certificates to M/s. Niche Technologies Pvt. Ltd., Registrar and Share Transfer Agents of the Company, at their address given above.
12. Pursuant to SEBI Circular, the Shareholders holding shares in physical form are requested to submit self attested copy of PAN at the time of sending their request for share transfer/transmission of name/transposition of name.
13. Members/Proxies are requested to bring their Attendance Slip for attending the meeting and bring their copy of Annual Report in the meeting.
14. Members who hold shares in dematerialized form are requested to write their Client ID and DP ID and those who hold shares in physical form are requested to write their Folio Number in the attendance slip for attending the meeting. In case of joint holders attending the meeting, only such joint holder who is higher in the order of names will be entitled to vote.
15. For members who have not registered their e-mail address, physical copies of the Notice of the Annual General Meeting of the Company inter alia indicating the process and manner of e-voting along with Attendance Slip and Proxy Form is being sent in the permitted mode. Members may also note that Notice of Annual General Meeting and Annual report for 2017-2018 will be available on Company's website <http://www.shivominvestmentconsultancy.com/> for their download.
16. Members who have not registered their email addresses so far are requested to register their e-mail address for receiving all communications including annual report, notices, circulars etc. from the company electronically.
17. At present the Company's equity shares are listed on the stock exchange at Bombay Stock Exchange, Metropolitan Stock Exchange, Calcutta Stock Exchange Kolkata. Members are informed that the scripts of the Company have been activated both in Central Depositories Services Limited (CDSL) and National Securities & Depository Limited (NSDL) and may be dematerialized under the ISIN- INE074G01014.
18. For any assistance or information about shares etc. members may contact the Company.
19. **VOTING THROUGH ELECTRONIC MEANS**
 - I. In compliance with provisions of Section 108 of the Companies Act, 2013 read with 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 the SEBI (Listing Obligations and Disclosure Requirements) Regulation, 2015, the Company is pleased to provide members facility to exercise their right to vote on resolutions proposed to be considered at the Annual General Meeting (AGM) 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 Central Depository Services (India) Limited (CDSL).
 - 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. 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.

III. The process and manner for remote e-voting are as under:

- (i) The remote e-voting period commences on Wednesday the 19th September, 2018 at 9:00 a.m. and ends on Friday 21st September, 2018 at 5:00 p.m. During this period members' of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date of 15th September, 2018, may cast their vote by remote e-voting. The remote e-voting module shall be disabled by CDSL for voting thereafter. Once the vote on a resolution is cast by the member, the member shall not be allowed to change it subsequently.
- (ii) The shareholders should log on to the e-voting website www.evotingindia.com during the voting period
- (iii) Click on "Shareholders" tab.
- (iv) Now Enter your User ID
 - a) For CDSL: 16 digits beneficiary ID,
 - b) For NSDL: 8 Character DP ID followed by 8 Digits Client ID,
 - c) Members holding shares in Physical Form should enter Folio Number registered with the Company, excluding the special characters.
- (v) Next enter the Image Verification as displayed and Click on Login.
- (vi) If you are holding shares in demat form and had logged on to www.evotingindia.com and voted on an earlier voting of any company, then your existing password is to be used.
- (vii) If you are a first time user follow the steps given below:

	For Members holding shares in Demat Form and Physical Form
PAN	Enter your 10 digit alpha-numeric PAN issued by Income Tax Department (Applicable for both demat shareholders as well as physical shareholders) <ul style="list-style-type: none"> • Members who have not updated their PAN with the Company/Depository Participant are requested to use the first two letters of their name and the 8 digits of the sequence number in the PAN field. • In case the sequence number is less than 8 digits enter the applicable number of 0's before the number after the first two characters of the name in CAPITAL letters. Eg. If your name is Ramesh Kumar with sequence number 1 then enter RA00000001 in the PAN field.
DOB	Enter the Date of Birth as recorded in your demat account with the depository or in the company records for your folio in dd/mm/yyyy format
Bank Account Number (DBD)	Enter the Bank Account Number as recorded in your demat account with the depository or in the company records for your folio. <ul style="list-style-type: none"> • Please Enter the DOB or Bank Account Number in order to Login. • If both the details are not recorded with the depository or company then please enter the member-id / folio number in the Bank Account Number details field as mentioned in above instruction (iv).

- viii) After entering these details appropriately, click on "SUBMIT" tab.
- ix) Members holding shares in physical form will then directly reach the Company selection screen. However, members holding shares in demat form will now reach 'Password Creation' menu wherein they are required to mandatorily enter their login password in the new password field. Kindly note that this password is to be also used by the demat holders for voting for resolutions of any other company on which they are eligible to vote, provided that company opts for e- voting through CDSL platform. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.
- x) For Members holding shares in physical form, the details can be used only for e-voting on the resolutions contained in this Notice.
- xi) Click on the EVSN for the relevant Company Name i.e. **SHIVOM INVESTMENT AND CONSULTANCY LIMITED** on which you choose to vote on which you choose to vote.
- xii) On the voting page, you will see "RESOLUTION DESCRIPTION" and against the same the option "YES/NO" for voting. Select the option YES or NO as desired. The option YES implies that you assent to the Resolution and option NO implies that you dissent to the Resolution.
- xiii) Click on the "RESOLUTIONS FILE LINK" if you wish to view the entire Resolution details.
- xiv) After selecting the resolution you have decided to vote on, click on "SUBMIT". A confirmation box will be displayed. If you wish to confirm your vote, click on "OK", else to change your vote, click on "CANCEL" and accordingly modify your vote.
- xv) Once you "CONFIRM" your vote on the resolution, you will not be allowed to modify your vote.
- xvi) You can also take out print of the voting done by you by clicking on "Click here to print" option on the Voting page.
- xvii) If Demat account holder has forgotten the same password then Enter the User ID and the image verification code and click on Forgot Password & enter the details as prompted by the system.
- xviii) Note for Institutional Shareholders & Custodians:
- Institutional shareholders (i.e. other than Individuals, HUF, NRI etc.) and Custodians are required to log on to <https://www.evotingindia.com> and register themselves as Corporates.
 - A scanned copy of the Registration Form bearing the stamp and sign of the entity should be emailed to helpdesk.evoting@cdslindia.com.
 - After receiving the login details they have to create a compliance user which should be created using the admin login and password. The Compliance user would be able to link the account(s) for which they wish to vote on.
 - The list of accounts should be mailed to helpdesk.evoting@cdslindia.com and on approval of the accounts they would be able to cast their vote.

- A scanned copy of the Board Resolution and Power of Attorney (POA) which they have issued in favour of the Custodian, if any, should be uploaded in PDF format in the system for the scrutinizer to verify the same.
- xix) In case you have any queries or issues regarding e-voting, you may refer the Frequently Asked Questions (“FAQs”) and e-voting manual available at www.evotingindia.com under help section or write an email to helpdesk.evoting@cdslindia.com.
- xx) 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, iPhone and Windows phone users can download the app from the App Store and the Windows Phone Store respectively on or after 19th September 2018, 9.00 a.m to 22nd September, 2018, 5.00 p.m. Please follow the instructions as prompted by the mobile app while voting on your mobile.
18. Institutional Members / Bodies Corporate (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 through e- mail at csmalayshah@gmail.com with a copy marked to helpdesk.evoting@cdslindia.com on or before 21st September, 2018 upto 5:00 pm without which the vote shall not be treated as valid.
19. The voting rights of 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 15th September, 2018. A person who is not a member as on Cut Off date should treat this notice for information purpose only.
20. The shareholders shall have one vote per equity share held by them as on the cut-off date of 15th September, 2018. The facility of e-voting would be provided once for every folio / client id, irrespective of the number of joint holders.
21. Since the Company is required to provide members the facility to cast their vote by electronic means, shareholders of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date of 15th September, 2018 and not casting their vote electronically, may only cast their vote at the Annual General Meeting.
22. Notice of the AGM along with attendance slip, proxy form along with the process, instructions and the manner of conducting e-voting is being sent electronically to all the members whose e-mail IDs are registered with the Company / Depository Participant(s). For members who request for a hard copy and for those who have not registered their email address, physical copies of the same are being sent through the permitted mode.
23. Investors, who became members of the Company subsequent to the dispatch of the Notice/Email and hold the shares as on the cut-off date i.e. 15th September, 2017 are requested to send the written/ email communication to the Company at shivomicl@gmail.com by mentioning their Folio No. /DP ID and Client ID to obtain the Login-ID and Password for e-voting.
24. Mr. Malay Shah, Practicing Company Secretary, (C.P No. 12820) has been appointed as the Scrutinizer to scrutinize the remote e-voting process and voting at the AGM in a fair and transparent manner. 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 presence of at least two witnesses not in the employment of the company and shall make, not later than 48 hours of the conclusion of 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.



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25. Since e-voting facility (including Ballot Forms) is provided to the Members pursuant to the provisions of Section 108 of the Companies Act, 2013, read with Companies (Management and Administration) Rules, 2014, voting by show of hands are not allowed.
26. 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" for all those members who are present at the AGM but have not cast their votes by availing the remote e-voting facility.
27. Pursuant to the directions of the Securities and Exchange Board of India (SEBI), trading in the shares of your Company is in compulsory dematerialized form. The Members who have not yet got their shares dematerialized are requested to opt for the same in their own interest and send their share certificates through Depository Participant(s) with whom they have opened the dematerialization account to the Share Transfer Agent of the Company.
27. The Results declared along with the Scrutinizer's Report shall be placed on the Company's website <http://www.shivominvestmentconsultancy.com> and on the website of CDSL. The same will be communicated to the stock exchanges where the company shares are listed.

Registered office:

8, Shaniya Enclave
4th Floor, V.P. Road,
Vile Parle, West Mumbai
Mumbai City Maharashtra-400056

Place: Mumbai

Date: 14.08.2018

By order of the Board of Directors

For Shivom Investment & Consultancy Limited

Sd/-

(Varun Pravinchandra Aghara)

Managing Director

DIN: [03046013](#)

ANNEXURE TO THE NOTICE

Brief Resume of the Directors seeking Re-Appointment at the Annual General Meeting pursuant to Regulation 36(3) of the SEBI Listing Regulations, 2015

Item No. 2 of the Notice

As regards to the re-appointment of Varun Pravinchandra Aghara (DIN: 03046013) referred to in Item No. 2 of the Notice, the following necessary disclosures are made for the information of the shareholders:

Name of Director	Mr. Varun Pravinchandra Aghara (DIN: 03046013)
Date of Birth	31/05/1984
Date of Appointment	28/06/2017
Nationality	Indian
Designation	Managing Director
Qualification	B.Com
Expertise in specific functional areas	He is expertise in Finance
Present Status of Directorship in this Company	Executive Director
Shares held in the Company	Nil
Directorship in other Companies	Shree Ganesh Bio-Tech (India) Limited Accited Bizvisors Private Limited
Seeking Appointment/re-appointment	Seeking re-appointment
Rotational Status	Liabale to retire by rotation.



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ATTENDANCE SLIP

(TO BE SIGNED AND HANDED OVER AT THE ENTRANCE OF THE MEETING HALL)

Name of the Shareholder	
Address	
Registered Folio/ DP ID & Client ID	
No of Shares held	
Name of the Proxy / Authorised Representative, if any	

I/We hereby record my/our presence at the 28th Annual General Meeting to be held on Saturday, 22nd September, 2018 at 10:30 a.m. at 8, Shaniya Enclave, 4th Floor, V.P. Road, Vile Parle, West Mumbai, Mumbai City Maharashtra-400056.

Member's / Proxy's Name in Block Letter

Member's / Proxy's Signature

Note: The Member/Proxy must bring this Attendance Slip to the Meeting, duly completed and signed, and handover the same at the venue entrance.



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Form No. MGT-11

PROXY FORM

[Pursuant to section 105(6) of the Companies Act, 2013 and Rule 19(3) of the Companies Management and Administration) Rules, 2014]

CIN: L74140WB1990PLC049044

Name of the Company: Shivom Investment & Consultancy Limited

Registered Office: 8, Shaniya Enclave, 4th Floor, V.P. Road, Vile Parle, West Mumbai, Mumbai City Maharashtra-400056.

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/her

2. Name: _____

Address: _____

E-mail Id: _____

Signature: _____ or failing him/her

3. Name: _____

Address: _____

E-mail Id: _____

Signature: _____ or failing him/her

as my/our proxy to attend and vote (on a poll) for me/us and on my/our behalf at the 28th Annual General Meeting of the Company, to be held on Saturday, 22nd September, 2018 at 10:30 a.m. at 8, Shaniya Enclave, 4th Floor, V.P. Road, Vile Parle, West Mumbai, Mumbai City Maharashtra-400056, and at any adjournment thereof in respect of such resolutions as are indicated below:

No.	Description of Resolutions:
1.	To receive consider and adopt the Financial Statements of the Company for the financial year ended 31 st March, 2018 and the Report of the Board of Directors and the Auditors thereon.
2.	To appoint Mr. Varun Pravinchandra Aghara (DIN: 03046013).



SHIVOM INVESTMENT & CONSULTANCY LIMITED

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Signed this day of 2018

Affix Revenue Stamp

Signature of shareholder(s)

Signature of Proxy holder(s)

Notes:

1. This form of proxy in order to be effective should be duly completed and deposited at the Registered Office of the Company, not less than 48 hours before the commencement of the Meeting.

2. Any alteration or correction made to this Proxy form must be initialled by the signatory / signatories.

Route Map to the AGM Venue

