

## NOTICE OF 06<sup>TH</sup> ANNUAL GENERAL MEETING

**NOTICE** is hereby given that the **06<sup>th</sup> Annual General Meeting** ("AGM") of the Members of Ravinder Heights Limited will be held on **Saturday, September 27, 2025** at **11:30 A.M.** at Best Western Maryland Hotel, Zirakpur, Chandigarh, Punjab -140603, to transact the following businesses:

### ORDINARY BUSINESS:

1. To receive consider and adopt:-
  - a) the audited standalone financial statements of the Company for the financial year ended March 31, 2025 together with the reports of the Board of Directors and the Auditors thereon.
  - b) the audited consolidated financial statements of the Company for the financial year ended March 31, 2025, including Auditors' Report thereon.
2. To appoint a Director in place of **Mrs. Sunanda Jain (DIN: 03592692)** who retires by rotation in terms of section 152(6) of the Companies Act, 2013 and, being eligible, offers herself for re-appointment.
3. Re-appointment of Statutory Auditor of the Company for the second term of 5 consecutive years.

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

**"RESOLVED THAT** pursuant to Sections 139, 142 and other applicable provisions, if any, of the Companies Act, 2013 read with the Companies (Audit and Auditors) Rules, 2014 [including any statutory modification(s) or re-enactment(s) thereof for the time being in force] and pursuant to the recommendation of the Audit Committee, **M/s Dewan P N Chopra & Co., Chartered Accountants (ICAI Firm No. 000472N)** be and are hereby re-appointed as the Statutory Auditors of the Company for the second term of five consecutive years, from the conclusion of this ensuing Annual General Meeting of the Company until the conclusion of the 11<sup>th</sup> Annual General Meeting of the Company to be held in 2030, to examine and audit the accounts of the Company at such remuneration as may be decided by the Board of Directors in consultation with the Statutory Auditors of the Company."

### SPECIAL BUSINESS:

4. Appointment of Secretarial Auditor of the Company for the period of 5 consecutive years.

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

**"RESOLVED THAT** pursuant to the provisions of Section 204(1) of the Companies Act, 2013 read with rule 9 of the Companies (Appointment and Remuneration of Managerial Personnel) Rules, 2014 and other applicable provisions, if any, of the Companies Act, 2013 and read with Regulation 24A and other applicable regulations of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 [including any statutory amendment(s), modification(s) or re-enactment(s) thereof, for the time being in force] and based on the recommendation of the Audit Committee & Board of Directors of the Company, the consent of the members be and is hereby accorded for the appointment of **M/s. RAA & Associates, LLP, peer reviewed firm of Company Secretaries**, as Secretarial Auditors of the Company for a term of 5 (five) consecutive years from the ensuing Annual General Meeting of the Company until the conclusion of the 11<sup>th</sup> Annual General Meeting of the Company to be held in 2030 on such remuneration as may be mutually agreed between the board of directors and the secretarial auditors."

**By order of the Board of Directors  
For Ravinder Heights Limited**

**Renuka Uniyal  
Company Secretary & Compliance Officer  
M. No. A71663**

**Place: New Delhi  
Date: August 07, 2025**

### Registered Office:

SCO No. 71, First Floor, Royal Estate Complex,  
Zirakpur, Mohali Punjab-140603  
CIN: L70109PB2019PLC049331  
Website: <https://ravinderheights.com/rvhl/>  
Email- [secretarial@ravinderheights.com](mailto:secretarial@ravinderheights.com)  
Tel: +91 11-43639000  
FAX: +91 11-43639015

## NOTES

**1. A MEMBER ENTITLED TO ATTEND AND VOTE IS ENTITLED TO APPOINT A PROXY TO ATTEND AND VOTE, INSTEAD OF HIMSELF/HERSELF AND THE PROXY NEED NOT BE A MEMBER.**

2. In terms of Section 105 of the Companies Act, 2013 read with Rule 19 of the Companies (Management and Administration), Rules, 2014. A person can act as a proxy on behalf of members up to and not exceeding fifty and holding in the aggregate not more than ten percent of the total share capital of the company. The instrument appointing proxy must be deposited at the corporate office of the company i.e., 7<sup>th</sup> floor, DCM building, 16, Barakhamba road, New Delhi, Delhi-110001, not less than 48 hours before the time of holding the meeting in this notice. Further, 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 member.

THE TERMS MEMBER(S) OR SHAREHOLDER(S) ARE USED INTERCHANGEABLY.

3. During the period beginning 24 hours before the time fixed for the commencement of the meeting and ending with the conclusion of the meeting, members would be entitled to inspect the proxies lodged, at any time during the business hours of the Company, provided not less than 2 days' written notice is given to the Company.

## INSPECTION OF DOCUMENTS

4. Documents referred to in the Notice and the statement shall be open for inspection by the members at the corporate office of the Company from Monday to Friday from 10.00 A.M. to 12.00 Noon, except holidays, up to the date of AGM.
5. The Company has been maintaining, inter alia, the following statutory registers at its corporate office at 7<sup>th</sup> Floor, DCM Building, 16, Barakhamba Road, New Delhi, 110001, which are open for inspection by members in terms of the applicable provisions of the Act, from Monday to Friday from 10.00 a.m. to 12.00 P.M. except holidays:
- i. Register of contracts or arrangements in which directors are interested under section 189 of the Act;

- ii. Register of Directors and Key Managerial Personnel and their shareholding under section 170 of the Act.

The said Register shall also be produced at the commencement of the AGM of the Company and shall remain open and accessible during the continuance of the meeting to any person having the right to attend the meeting.

## GENERAL INSTRUCTIONS FOR MEMBERS/PROXIES

6. Brief details of the directors, who are seeking re-appointment, is annexed hereto as per requirements of regulation 36(3) and 36(5) of the SEBI Listing Regulations and Secretarial Standards.
7. In terms of section 101 and 136 of the Act, read together with the rules made thereunder, the listed companies may send the notice of AGM and the annual report, including Financial Statements, Board Report, etc. by electronic mode. The Company is accordingly forwarding soft copies of the above referred documents to all those members, who have registered their e-mail addresses with their respective depository participants / Skyline Financial Services Private Limited. Members may note that Annual Report and Notice along with proxy form and attendance slip will also be available on the Company's website <https://ravinderheights.com/rvhl/> website of the Stock Exchanges i.e. BSE Ltd. at [www.bseindia.com](http://www.bseindia.com) and National Stock Exchange of India Ltd. At [www.nseindia.com](http://www.nseindia.com) and on the website of Skyline Financial Services Private Limited at <https://www.skylinerta.com/>
8. In case of joint holders, the member whose name appears as the first holder in the order of names as per the Register of Members of the Company will be entitled to vote.
9. To avoid fraudulent transactions, the identity/signature of the members holding shares in electronic/demat form is verified with the specimen signatures furnished by NSDL/CDSL and that of members holding shares in physical form is verified as per the records of the Skyline Financial Services Private Limited. Members are requested to keep the same updated.
10. Corporate members are requested to send in advance, a duly certified copy of the Board Resolution/Power of Attorney authorizing their representative to attend the AGM.

11. Members/Proxies are requested to bring the attendance slip/proxy form duly filled and signed for attending the Meeting. Proxies are requested to bring their identity proof at the meeting for the purpose of identification.
12. Route map for directions to the venue of the meeting is attached.
13. In case a person has become a Member of the Company after dispatch of AGM Notice but on or before the cut-off date for E-Voting, i.e., Saturday, 20<sup>th</sup> September 2025, such person may obtain the User ID and Password from Skyline Financial Services Private Limited by email request on [admin@skylinerta.com](mailto:admin@skylinerta.com). In case the e-mail ID is not registered, such Members are requested to register/update the same with the respective depository participants.
14. A Statement pursuant to Section 102 of the Act read with the SEBI Listing Regulations and Secretarial Standard on General Meetings, setting-out the material facts in respect of special business being Item No. 4 as set-out above to be transacted at the AGM, is annexed hereto and forms part of this Notice.

General instructions for remote e-voting and the AGM are as follows:

**THE INSTRUCTIONS FOR MEMBERS FOR REMOTE E-VOTING ARE AS UNDER: -**

The remote e-voting period begins on **24<sup>th</sup> September 2025 at 09:00 A.M.** and ends on **26<sup>th</sup> September 2025 at 05:00 P.M.** The remote e-voting module shall be disabled by NSDL for voting thereafter. The Members, whose names appear in the Register of Members / Beneficial Owners as on the record date (cut-off date) i.e. **20<sup>th</sup> September 2025**, may cast their vote electronically. The voting right of shareholders shall be in proportion to their share in the paid-up equity share capital of the Company as on the cut-off date, being **20<sup>th</sup> September' 2025**.

**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>Existing <b>IDeAS</b> user can visit the e-Services website of NSDL Viz. <a href="https://eservices.nsdl.com">https://eservices.nsdl.com</a> either on a Personal Computer or on a mobile. On the e-Services home page click on the “<b>Beneficial Owner</b>” icon under “<b>Login</b>” which is available under ‘<b>IDeAS</b>’ 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 “<b>Access to e-Voting</b>” under e-Voting services and you will be able to see e-Voting page. Click on company name or <b>e-Voting service provider i.e. NSDL</b> and you will be re-directed to e-Voting website of NSDL for casting your vote during the remote e-Voting period. If you are not registered for IDeAS e-Services, option to register is available at <a href="https://eservices.nsdl.com">https://eservices.nsdl.com</a>. Select “<b>Register Online for IDeAS Portal</b>” or click at <a href="https://eservices.nsdl.com/SecureWeb/IdeasDirectReg.jsp">https://eservices.nsdl.com/SecureWeb/IdeasDirectReg.jsp</a></li> <li>Visit the e-Voting website of NSDL. Open web browser by typing the following URL: <a href="https://www.evoting.nsdl.com/">https://www.evoting.nsdl.com/</a> 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 authentication, you will be redirected to NSDL Depository site wherein you can see e-Voting page. Click on company name or <b>e-Voting service provider i.e. NSDL</b> and you will be redirected to e-Voting website of NSDL for casting your vote during the remote e-Voting period.</li> <li>Shareholders/Members can also download NSDL Mobile App “<b>NSDL Speede</b>” facility by scanning the QR code mentioned below for seamless voting experience.</li> </ol> <div style="text-align: center;"> <p><b>NSDL Mobile App is available on</b></p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">   </div> <div style="text-align: center;">   </div> </div> </div>
Individual Shareholders holding securities in demat mode with CDSL	<ol style="list-style-type: none"> <li>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 <a href="http://www.cdslindia.com">www.cdslindia.com</a> and click on login icon &amp; New System Myeasi Tab and then user your existing my easi username &amp; password.</li> <li>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.</li> </ol>

	<p>3. If the user is not registered for Easi/Easiest, option to register is available at CDSL website <a href="http://www.cdslindia.com">www.cdslindia.com</a> and click on login &amp; New System Myeasi Tab and then click on registration option.</p> <p>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 <a href="http://www.cdslindia.com">www.cdslindia.com</a> home page. The system will authenticate the user by sending OTP on registered Mobile &amp; 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.</p>
Individual Shareholders (holding securities in demat mode) login through their depository participants	<p>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.</p>

**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 <a href="mailto:evoting@nsdl.com">evoting@nsdl.com</a> 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 <a href="mailto:helpdesk.evoting@cdslindia.com">helpdesk.evoting@cdslindia.com</a> or contact at toll free no. 1800-21-09911

**B) Login Method for e-Voting 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)	Your User ID is:
--	------------------

or CDSL) or Physical	
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](http://www.evoting.nsdl.com).
  - b) **Physical User Reset Password?** (If you are holding shares in physical mode) option available on [www.evoting.nsdl.com](http://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](mailto: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 is in active status.

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 [gmadan1959@gmail.com](mailto:gmadan1959@gmail.com) with a copy marked to [evoting@nsdl.com](mailto: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](http://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](http://www.evoting.nsdl.com) or call on : 022 - 4886 7000 or send a request to Pallavi Mhatre at [evoting@nsdl.com](mailto: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 [secretarial@ravinderheights.com](mailto:secretarial@ravinderheights.com)
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 [secretarial@ravinderheights.com](mailto:secretarial@ravinderheights.com). If you are an Individual shareholder 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](mailto: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.

#### **Voting facility at AGM:**

**15.** In addition to the remote e-voting facility as described above, 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 evoting shall be able to exercise their right at the meeting through ballot paper.

**16.** Members who have cast their votes by remote e-voting prior to the meeting may attend the meeting but shall not be entitled to cast their vote again.

#### **General Instructions**

**17.** Non-Resident Indian Members are requested to inform the Company's RTA immediately:

- a) the particulars of their Bank Account maintained in India with complete name, branch, account type, account number and address of the Bank with pin code number, if not furnished earlier.
- b) any change in their residential status on return to India for permanent settlement.

**18.** To prevent fraudulent transactions, Members are advised to exercise due diligence and notify the Company of any change in address or demise of any Member as soon as possible. Members are also advised to not leave their demat account(s) dormant for long. Periodic statement of holdings should be obtained from the concerned Depository Participant and holdings should be verified from time to time.

**19.** SEBI has mandated the submission of Permanent Account Number (PAN) by every participant in securities market. Members holding shares in electronic mode are, therefore, requested to submit their PAN to their DPs with whom they are maintaining their demat accounts. Members holding shares in physical mode can submit a self-attested copy of their PAN Card to the Company / RTA.

**20.** In all correspondence(s) with the Company / RTA, members are requested to quote their folio number and in case their shares are held in the dematerialized form, they must quote their DP ID and Client ID number for easy reference and speedy disposal thereof.

**21.** Pursuant to Section 72 of the Act, the members are entitled to make a nomination in respect of shares held by them. Members desirous of making a nomination are requested to send



their requests in Form No. SH-13, pursuant to the Rule 19(1) of the Companies (Share Capital and Debentures) Rules, 2014 (which can be obtained from the Company's RTA) to the RTA of the Company. Members holding shares in demat form may contact their respective DPs for recording of nomination.

**22.** Mr. Girish Madan, proprietor of M/s. Girish Madan & Associates, Practicing Company Secretary (Membership No. FCS 5017) has been appointed as the Scrutinizer to scrutinize the vote at the AGM and e-voting and remote e-voting process in a fair and transparent manner.

**23.** The Scrutinizer shall, immediately after the conclusion of e-voting at the AGM, first count the votes cast at the AGM and thereafter unblock the votes cast through remote e-voting in the presence of at least two witnesses not in the employment of the Company and shall within 48 hours from the conclusion of the AGM, make a consolidated scrutinizer's report of the total votes cast in favour or against, if any, and shall submit the same to the Chairperson of the AGM or a person authorized by him in writing, who shall countersign the same.

**24.** The results of the voting shall be declared after receipt of the consolidated scrutinizer's report either by Chairperson of the AGM or by any person authorized by her in writing and the resolutions shall be deemed to be passed on the AGM date subject to receipt of the requisite number of votes in favour of the respective resolutions. The results so declared and the scrutinizer's report(s) shall be simultaneously placed on the Company's website ([www.ravinderheights.com](http://www.ravinderheights.com)) and on the website of NSDL and shall also be communicated to BSE Limited and National Stock Exchange of India Limited. Further, the results of the voting shall also be displayed on the notice board of the Company at its Registered Office as well as Corporate Office.

**25.** All the documents referred to in the Notice and explanatory statement will be available for electronic inspection without any fee by the Members from the date of circulation of this Notice up to the date of AGM, i.e. September 27, 2025. Members seeking to inspect such documents can send an e-mail to [secretarial@ravinderheights.com](mailto:secretarial@ravinderheights.com). The Register of Members and Share Transfer Books will remain closed from September 21, 2025 (Sunday) to September 27, 2025 (Saturday) (both days inclusive) in connection with AGM.

## ANNEXURE TO THE NOTICE

### INFORMATION PURSUANT TO REGULATION 36(3) OF THE SEBI LISTING REGULATIONS AND SECRETARIAL STANDARDS

**Item No. 2: relating to re-appointment of Mrs. Sunanda Jain (DIN: 03592692) who retire by rotation**

S. No.	Particulars	Details
1.	Name	Mrs. Sunanda Jain
2.	Designation	Chairperson cum Managing Director
3.	(DIN)	03592692
4.	Date of Birth	November 24, 1961
5.	Age	64
6.	Qualification	Graduate in Arts
7.	Background and Experience Recognition or awards /Job profile and her suitability	Mrs. Sunanda Jain is chairperson cum managing director of our company and served as a part of management team in various Companies. She has knowledge and experience in real estate sector. She is involved in the strategic planning, vision and formulation of strategies for the Company. In the opinion of the Board of Directors, Mrs. Sunanda Jain fulfils the conditions specified in the Companies Act, 2013 and the Rules made there under and his appointment will bring rich experience in managing the crucial matters of the Company. Prior to joining the Company, She was associated with the Company's Subsidiary, Sunanda Infra Limited as an Executive Director.
8.	Remuneration sought to paid	Rs. 27.60 (In Lakhs) P. A
	Last Remuneration drawn	Rs. 27.60 (In Lakhs) P. A
	Pecuniary relationship directly or indirectly with the Company, or relationship with the	Mrs. Sunanda Jain is holding 4,58,37,415 equity shares.  Also, she is mother of Mr. Sumit Jain, Whole Time Director and Ms. Radhika Jain non-executive Director

	managerial personnel or other director, if any.	of the Company.
	Date of first appointment on the Board	April 15, 2019 (Since Incorporation of the Company)
	Shareholding in the Company	4,58,37,415
	Number of Meetings of the Board attended during the year 2024-25	Six out of Six Board Meetings
	Memberships / Chairmanships of Committees of the Board	Member in Stakeholders Relationship Committee of the Board

She is not disqualified from being appointed as a director in terms of section 164 of the Act.

None of the directors or key managerial personnel or their relatives, except Sunanda Jain, Radhika Jain and Sumit Jain herself, are concerned or interested in the resolution set out in item no. 2 of the notice, except to the extent of their shareholding in the Company.

**ITEM NO. 3: relating to re-appointment of Statutory Auditor M/s Dewan P N Chopra & Co., Chartered Accountants (ICAI Firm No. 000472N) of the Company for the second term of 5 consecutive years.**

After evaluating and considering various factors such as industry experience, competency of the audit team, efficiency in conduct of audit, independence, etc., the Board of Directors (the 'Board') of the Company, on the recommendation of the Audit committee had approved the Re-appointment of **M/s Dewan P N Chopra & Co., Chartered Accountants (ICAI Firm No. 000472N)**, as the Statutory Auditors of the Company for a 2<sup>nd</sup> tenure of 5 (five) years, to hold office from the conclusion of the ensuing Annual General Meeting of the Company until the conclusion of the 11<sup>th</sup> Annual General Meeting of the Company to be held in 2030 at a remuneration as may be mutually agreed between the Board and the Statutory Auditors considering various factors such as industry experience, competency of the audit team, efficiency in conduct of audit, independence, etc.,

**M/s Dewan P N Chopra & Co., Chartered Accountants (ICAI Firm No. 000472N)** have consented to their appointment as the Statutory Auditors and have confirmed that the appointment, if made, would be within the limits specified under Section 141(3)(g) of the Act and that they are not disqualified to be appointed as the Statutory Auditors in terms of the provisions of Section 139 and 141 of the Act and the Rules framed thereunder, the remuneration payable to the statutory Auditors, as recommended by the Audit Committee and approved by the Board has to be ratified by the members of the Company. Accordingly, the consent of the members is being sought by way of an ordinary resolution for ratification of the remuneration payable to the Statutory Auditors for FY 2024-25. The Board, in consultation with the Audit Committee, shall approve revisions in the remuneration of the Statutory Auditors for the remaining part of the tenure.

M/s Dewan P N Chopra & Co. (DPNC), Chartered Accountants (ICAI Firm No. 000472N) having 8 decades of professional leadership, DPNC Group is currently considered as amongst Top 10 Consulting Firms in India in our field excluding international firms. Some of their top clients are Apollo, Berger, Dabur, Hero, Inox, GFL, DS, Kent RO, Max, Murugappa, PVR, Triveni, Minda, Quadeye Securities, TCIL, Shivalik, Indiabulls, Uppal Builders, Kamla Pasand, Burmans, Jaipurias, Somany, Jaypee, Talbros, Bhartia, Pearl Global, Globus, Karan Thapar Group, etc.

Based on the recommendation of the Audit Committee, the Board recommends the Ordinary Resolution set forth at Item No. 3 of the Notice for approval by the Members.

**EXPLANATORY STATEMENT**

**THE FOLLOWING STATEMENT AS REQUIRED UNDER SECTION 102 OF THE COMPANIES ACT, 2013 AND THE SECURITIES AND EXCHANGE BOARD OF INDIA (LISTING OBLIGATIONS AND DISCLOSURE REQUIREMENTS) REGULATIONS, 2015 SETTING OUT ALL MATERIAL FACTS RELATING TO THE BUSINESS PROPOSED TO BE TRANSACTED UNDER ITEM NOS. 3 TO 4 OF THE ACCOMPANYING NOTICE.**

**ITEM NO. 4**

Pursuant to the provisions of Regulation 24A of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, as amended ('SEBI Listing Regulations') and the provisions of Section 204 of the Companies Act, 2013 (the 'Act') read with the Companies (Appointment and Remuneration of Managerial Personnel) Rules, 2014, as amended, the

Board of Directors (the 'Board') of the Company in its meeting held on August 07, 2025 on the recommendation of the Audit Committee and subject to approval of the shareholders, had approved the appointment of **M/s. RAA & Associates, LLP, peer reviewed firm of Company Secretaries** as Secretarial Auditors to conduct the Secretarial Audit of the Company for a term of 5 (five) consecutive years, commencing from FY 2025-26 to FY 2029-30, on the following terms and conditions: -

**a. Proposed Remuneration:** ₹ 7.80 lakh plus applicable taxes and out-of-pocket expenses, if any, for FY 2025-26 and for subsequent financial year(s) of their term, such remuneration as determined by the Board, on the recommendation of the Audit Committee. The proposed remuneration includes fees for Secretarial Audit services, the Annual Secretarial Compliance Report, certifications relating to Corporate Governance, Non-disqualification of Directors and Annual Return certification. The Company would not avail any services from M/s. RAA & Associates, LLP which falls under the purview of prohibited services as specified by the SEBI in its Circular having reference no. SEBI/ HO/CFD/CFD-PoD-2/ CIR/P/2024/185 dated 31st December 2024. In the opinion of the Board, the proposed remuneration is based on the knowledge, expertise, industry experience, time and efforts required to be put in by them, which is in line with the industry benchmark. The remuneration for Secretarial Audit and Annual Secretarial Compliance Report, payable to Mr. Amit Kumar (outgoing Secretarial Auditor) for FY 2024-25 was ₹ 7.80 lakh plus applicable taxes and out-of-pocket expenses, if any.

The Board of Directors, on recommendation of the Audit Committee, may alter or vary the terms and conditions of appointment, including remuneration, in such manner and to such extent, as may be mutually agreed with the Secretarial Auditors.

**b. Brief Profile and Credentials:** M/s. RAA & Associates, LLP is a leading firm of practicing Company Secretaries with over 25 years of rich and diverse experience, M/s. RAA & Associates, LLP have built a strong reputation in delivering comprehensive professional services across Corporate Laws, SEBI and FEMA Regulations. Their expertise include conducting Secretarial Audits, Due Diligence Audits, Compliance Audits etc. MMJC have been awarded with the Best Secretarial Auditor from the Institute of Company Secretaries of India ('ICSI') for FY 2019-20. M/s. RAA & Associates, LLP have a robust team of over 170 professionals, bringing deep domain expertise and a multi-disciplinary approach to every assignment. The firm is associated with several leading corporates in India, spanning a wide range of sectors such as Financial Services,

Media, Automobile, Power, Chemicals, Pharmaceuticals, FMCG, IT/ Telecom/ BPO, Infrastructure, InvITs, Shipping & Airports, Manufacturing etc. MMJC have confirmed that they have undergone the peer review process conducted by the ICSI and possess a valid peer review certificate. M/s. RAA & Associates, LLP have given their consent to act as Secretarial Auditors of the Company and confirmed that the appointment, if approved by the shareholders, would be within the prescribed limits under the Act and Rules made thereunder and the SEBI Listing Regulations. M/s. RAA & Associates, LLP have also confirmed that they are not disqualified to be appointed as Secretarial Auditors in terms of the provisions of the Act and Rules made thereunder and the SEBI Listing Regulations and that they have no conflict of interest.

**c. Basis of recommendation:** The recommendation is based on the fulfillment of the eligibility criteria and qualification prescribed under the Act and Rules made thereunder read with the SEBI Listing Regulations and based on the experience of the firm and its partners, their past track record and capabilities in delivering quality Secretarial audit services to other companies of similar size and complexity.

None of the Directors and Key Managerial Personnel of the Company or their respective relatives are in any way concerned or interested, financially or otherwise, in the resolution set-out at Item No. 4.

The Board commends the resolution for approval of the members as an Ordinary Resolution.

**PROXY FORM**  
**Form No. MGT-11**

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

CIN: L70109PB2019PLC049331  
Name of the Company: Ravinder Heights Limited  
Registered Office: SCO No. 71, First Floor, Royal Estate Complex, Mohali, Zirakpur, Punjab-140603

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;

as my/our proxy to attend and vote (on poll) for me/us and on my/our behalf at the **06<sup>th</sup> Annual General Meeting** of the Company, to be held on Saturday, 27<sup>th</sup> September 2025 at 11:30 A.M. at Best Western Maryland Hotel, Zirakpur, Chandigarh, Punjab -140603 and at any adjournment thereof in respect of such resolutions as are indicated below:

Item No.	Description	For	Against
<b>ORDINARY BUSINESS</b>			
1.	To receive, consider and adopt:-  a) the Audited Standalone Financial Statements of the Company for the financial year ended March 31, 2025, together with the reports of the Board of Directors and the Auditors thereon; b) the Audited Consolidated Financial Statements of the Company for the financial year ended March 31, 2025, including Auditors' Report thereon		
2.	To appoint a Director in place of Mrs. Sunanda Jain (DIN: 03592692) who retires by rotation and being eligible, offers herself for re-appointment, as a Director.		
3.	To Re-appoint M/s Dewan P N Chopra & Co., Chartered Accountants (ICAI Firm No. 000472N) a statutory auditor of the Company.		
<b>SPECIAL BUSINESS</b>			
4.	To appoint M/s. RAA & Associates, LLP, peer reviewed firm of Company Secretaries as Secretarial Auditors of the Company.		

Signed this.....day of..... 2025

AFFIX  
REVENUE  
STAMP OF.  
0.15 PAISE

Signature of shareholder

Signature of Proxy holder(s)

**Note:**

1. This form of proxy in order to be effective should be duly completed, signed, stamped and deposited at the Corporate Office of the Company i.e 7th Floor, DCM Building, 16, Barakhamba Road, New Delhi, Delhi, India, 110001, not less than 48 hours before the commencement of the Meeting.
2. As provided under Regulation 44 of the SEBI Listing Regulations, 2015, shareholders may vote either for or against each resolution.

**Ravinder Heights Ltd.**

CIN: L70109PB2019PLC049331

Registered Office: SCO No. 71, First Floor, Royal Estate Complex, Zirakpur, Punjab 140603

Corporate Office: 7th Floor, DCM Building, 16 Barakhamba Rd. New Delhi 110001

T: +91 11 43639000 F: +91 11 43639015 E: info@ravinderheights.com W: www.ravinderheights.com

**ATTENDANCE SLIP**  
**06<sup>TH</sup> ANNUAL GENERAL MEETING**

Only Shareholders or Proxies will be allowed to attend the meeting

**Reg. Folio No./DP Id No./** :

**Client Id No.** :

**Name and Address** :

**Name(s) of Joint Member(s), if any** :

**No. of Shares held** :

**Name of the Proxy /** :

**Authorized Representative, if any**

I/We certify that I/we am/are member(s)/proxy for the member(s) of the Company.

I/We hereby record my/our presence at the Sixth Annual General Meeting of the Company on **Saturday, 27 September 2025 at 11:30 A.M at Best Western Maryland Hotel, Zirakpur, Punjab 140603.**

.....  
Signature of First holder/Proxy/Authorized Representative

.....  
Signature of Joint holder(s)

Place:

Date:

Notes:

1. Shareholders attending the meeting in person or by Proxy are requested to complete the attendance slip and hand it over at the entrance of the meeting venue.

**FORM NO. MGT 12**

[Pursuant to section 109(5) of the Companies Act, 2013 and rule 21(1) (c) of the Companies (Management and Administration) Rules, 2014]

**Name of the Company:** Ravinder Heights Limited

**Registered office:** SCO No. 71, First Floor, Royal Estate Complex, Mohali, Zirakpur, Punjab-140603

**BALLOT PAPER FOR 06<sup>TH</sup> ANNUAL GENERAL MEETING**

S No.	Particulars	Details
1.	Name of the First named Shareholder (In block letters)	
2.	Postal address	
3.	Registered folio No. / *Client ID No. (*Applicable to investors holding shares in dematerialized form)	
4.	Class of Share	

I hereby exercise my vote in respect of Ordinary Resolution enumerated below by recording my assent or dissent to the said resolution in the following manner:

No	Item No.	No. of shares held by me	I assent to the resolution	I dissent from the resolution
	Ordinary Resolution			
1.	To receive, consider and adopt a) the Audited Standalone Financial Statements of the Company for the financial year ended March 31, 2025, together with the reports of the Board of Directors and the Auditors thereon;  b) the Audited Consolidated Financial Statements of the Company for the financial year ended March 31, 2025, including Auditors' Report thereon			
2.	To appoint a Director in place of Mrs. Sunanda Jain (DIN: 03592692) who retires by rotation and being eligible, offers herself for re-appointment, as a Director.			
3.	To re-appoint M/s Dewan P N Chopra & Co., Chartered Accountants (ICAI Firm No. 000472N) as the Statutory Auditors of the Company			
4.	To appoint M/s. RAA & Associates, LLP, peer reviewed firm of Company Secretaries as Secretarial Auditors of the Company			

Date:

Place:

**(Name & Signature of the PROXY)**

**(Signature of the Shareholder)**

**Note: Proxy who are attending and voting in this general meeting on behalf of some members are requested to first write their name before signing it**

**Ravinder Heights Ltd.**

CIN: L70109PB2019PLC049331

Registered Office: SCO No. 71, First Floor, Royal Estate Complex, Zirakpur, Punjab 140603

Corporate Office: 7th Floor, DCM Building, 16 Barakhamba Rd. New Delhi 110001

T: +91 11 43639000 F: +91 11 43639015 E: info@ravinderheights.com W: www.ravinderheights.com



**ROUTE MAP TO THE VENUE OF THE 6<sup>th</sup> ANNUAL GENERAL MEETING**  
**ON SATURDAY, SEPTEMBER 27, 2025, AT 11:30 A.M.**

