



Comviva Technologies Limited

Regd. Office
5th, 7th & 8th Floor, Capital Cyberscape
| Sector 59, Golf Course Extension
Road,| Gurugram-122102| Haryana,
India

Tel: + 91 124 481 9000
Fax: + 91 124 841 9777
CIN: U72200HR1999PLC041214

comviva.com

NOTICE

Notice is hereby given that the Twenty First Annual General Meeting of the members of Comviva Technologies Limited will be held on 20th July, 2020, Monday at 11 AM through Video Conferencing and to be recorded (over a cloud network) to transact the following business:

ORDINARY BUSINESSES:

1. (a) To consider and adopt the Standalone Audited Financial Statements of the Company including Balance Sheet as at 31st March, 2020, Statement of Profit & Loss for the year ended on that date along with Cash Flow statement, notes and annexures and the Reports of the Board of Directors, Secretarial Auditors Report and Auditors Report thereon.

(b) To consider and adopt the Consolidated Audited Financial Statements of the Company including Balance Sheet as at 31st March, 2020, Statement of Profit & Loss for the year ended on that date along with Cash Flow statement, notes and annexures and the Reports of the Auditors thereon.
2. To consider the appointment of Mr. Chander Prakash Gurnani (DIN: 00018234) Director, who is liable to retire by rotation and being eligible, offers himself for re-appointment.

Note: The login credentials to attend the meeting through video conference shall be shared at registered emails id of Members.

Place: Gurugram

Date: 24.06.2020

By Order of the Board

for Comviva Technologies Limited

**Parminder Bakshi
Company Secretary
Membership No. A25383**

NOTES:

1. AGM has been convened through VC/OAVM in compliance with applicable provisions of the Companies Act, 2013 read with MCA Circular No. 14/2020 dated April 08, 2020, MCA Circular No. 17/2020 dated April 13, 2020 and MCA Circular No. 20/2020 dated May 05, 2020.
2. Pursuant to the Circular No. 14/2020 dated April 08, 2020, and Circular No. 20/2020 dated May 05, 2020 issued by the Ministry of Corporate Affairs, the facility to appoint proxy to attend and cast vote for the members is not available for this AGM. However, body corporates are entitled to appoint authorised representatives to attend the AGM through VC/OAVM and participate thereat and cast their votes through e-voting.
3. Corporate members intending to authorize their authorized representatives to attend the meeting through video conferencing are advised to send a duly certified copy of the Board Resolution authorizing their representative to attend and vote at the meeting.
4. The Members can join the AGM in the VC/OAVM mode 15 minutes before and after the scheduled time of the commencement of the Meeting by following the procedure mentioned in the Notice.
5. To facilitate Shareholders of the Company to hold their Shares in a Dematerialized form, the Company is registered with the Depositories namely, National Securities Depository Ltd. (NSDL) and Central Depository Services (India) Ltd. (CDSL) vide ISIN No. INE074E01027.
6. In line with the Ministry of Corporate Affairs (MCA) Circular No. 17/2020 dated April 13, 2020, the Notice calling the AGM has been uploaded on the website of the Company at www.comviva.com.
7. Members are requested to have copy of Annual Report and financial statements handy while attending meeting.
8. The registers of Directors and KMP along with their shareholding maintained under Section 170 of the Companies Act, 2013, will be available on demand for the inspection by the members at the Annual General Meeting. The copies of such records shall be shared



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with them on their registered email ids. The members can reach out to Company Secretary at Parminder.bakshi@comviva.com

9. Members may attend the AGM, by following the invitation link sent to their registered email ID. Members will be able to locate Meeting ID/ Password/ and JOIN MEETING tab. By Clicking on JOIN MEETING they will be redirected to Meeting Room via browser or by running Temporary Application. In order to join the Meeting, follow the step and provide the required details (mentioned above – Meeting Id/Password/Email Address) and Join the Meeting.
10. The Members shall cast their vote on the resolution(s) by sending “I assent” or “I dissent” to Company Secretary at Parminder.bakshi@comviva.com

Place: Gurugram

Date: 24.06.2020

By Order of the Board

for Comviva Technologies Limited

**Parminder Bakshi
Company Secretary
Membership No. A25383**