



ARC INSULATION & INSULATORS LIMITED
(Formerly- ARC Insulation & Insulators Private Limited)

Registered Office-Village-Ramdevpur, PO-Bawali Bishnupur2, Parganas South, Bishnupur-743384 West Bengal, India

Email- manish@arcinsulations.com CIN-U18109WB2008PLC129263 |Contact- 9748708809|Website- www.arcinsulations.com

SHORTER NOTICE OF 17th ANNUAL GENERAL MEETING

To
Members/Shareholders
ARC Insulation & Insulators Limited
Vill- Ramdevpur, PO- Bawali, Bishnupur2,
24 Parganas (S), Bishnupur,
West Bengal 743384

Notice is hereby given that the 17th Annual General Meeting of ARC Insulation & Insulators Limited will be held on Saturday, August 09, 2025 at 11:00 am at the registered office of the Company situated at Vill- Ramdevpur, PO- Bawali, Bishnupur2, 24 Parganas South, Bishnupur, West Bengal- 743384.

ORDINARY BUSINESS:

1. Adoption of Audited Financial Statements:

To consider and adopt the Financial Statements of the Company for the Financial Year ended 31st March, 2025 and the Reports of the Board of Directors and the Auditors thereon.

To consider and, if thought fit, to pass with or without modification(s), the following Resolution as an Ordinary Resolution;

“RESOLVED THAT the Audited Financial Statements comprising the Balance Sheet as at March 31, 2025, Statement of Profit & Loss of the Company and Cash Flow Statement of the Company for the Financial Year ended March 31, 2024 together with the Notes as annexed thereto and the reports of the Statutory Auditor and the Board of Directors dated September 01, 2024 thereon, as circulated to the members of the Company, be and are hereby considered and adopted.”

2. Re-appointment of Mrs. Neelam Bajoria (DIN- 02250051), liable to retire by rotation:

To re-appoint Mrs. Neelam Bajoria, Director (DIN- 02250051) who retire by rotation in terms of Section 152(6) of the Companies Act, 2013 and being eligible, seeks re-appointment.

To consider and, if thought fit, to pass with or without modification(s) the following resolution as an Ordinary Resolution;

“RESOLVED THAT, in accordance with the provisions of Section 152 and other applicable provisions of the Companies Act, 2013, the approval of the members of the Company be and is hereby accorded to re-appoint Mrs. Neelam Bajoria (DIN-02250051) as a Director of the Company, liable to retire by rotation.”

3. Appointment of the Statutory Auditors of the Company:

To appoint Jay Gupta & Associates, Chartered Accountants (Firm Registration No. 329001E) as Statutory Auditors of the Company to hold office from the conclusion of the Annual General Meeting to be held in the year 2030 and to fix remuneration and to pass with or without modification(s).

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



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RESOLVED THAT pursuant to the provisions of section 139 of the Companies Act, 2013 and the rules made thereunder, M/s Jay Gupta & Associates, Chartered Accountants (Firm Reg. No. 329001E), be and is hereby appointed as the Statutory Auditor of the Company, to hold office till the conclusion of the Annual General Meeting (AGM) till the conclusion of the AGM to be held in the year 2030 (subject to ratification of re-appointment by the members at every AGM held after this AGM) of the Company, on remuneration as may be agreed upon by the Board of Directors and the Auditor.

RESOLVED FURTHER THAT Mr. Manish Bajoria, Director of the Company be and is hereby authorised to digitally sign the form and documents and submit requisite forms with the Registrar of Companies, West Bengal, Ministry of Corporate Affairs and complete other required formalities in this regard.

Date- 7 August, 2025

Place- Bishnupur

By Order of the Board
ARC Insulation & Insulators Limited
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Manish Bajoria
Managing Director
DIN- 02203237



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NOTES:

1. A MEMBER ENTITLED TO ATTEND AND IS ENTITLED TO APPOINT ONE OR MORE PROXY (IES) TO ATTEND AND VOTE ON POLL AT THE MEETING INSTEAD OF HIMSELF /HERSELF AND SUCH PROXY NEED NOT BE A MEMBER OF THE COMPANY. An instrument appointing a proxy in order to be valid /effective must be duly filled in all respects and should be lodged with Company at its registered office at least 48 hours before the commencement of the meeting.

A person appointed as a proxy shall act on behalf of such number of Member(s) not exceeding Fifty and holding in the aggregate not more than 10% of the total share capital of the Company, carrying voting rights. Further, a Member holding more than 10% 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.

2. All documents and registers would be available for inspection by the Members at the meeting.
3. Members/proxies/authorized representatives should bring the duly filled attendance slip enclosed herewith to attend the meeting.
4. Corporate Members intending to send their authorized representatives to attend the Meeting pursuant to Section 113 of the Companies Act, 2013, are requested to send to the Company, a certified copy of relevant Board Resolution together with the respective specimen signatures of those representative(s) authorized under the said resolution to attend and vote on their behalf at the Meeting.
5. The Shorter Notice of AGM, Annual Report, Proxy Form and Attendance Slip are being sent to Members.
6. The quorum for the Meeting shall be five members present in person or by proxy.
7. Financial Statements: The Audited Financial Statements of the Company for the financial year ended 31st March, 2025, will be available for inspection at the registered office of the Company during business hours.
8. Voting: Voting at the Meeting will be by show of hands, unless a poll is demanded. In the case of a poll, voting will be by ballot.
9. Appointment of Auditors: The Board of Directors recommends the appointment of M/s Jay Gupta & Associates as the Auditors of the Company for the financial year 2025-2026 till 2029-2030.
10. The Minutes of the previous Annual General Meeting held on 30-09-2024 will be available for inspection at the registered office of the Company during business hours.



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17TH ANNUAL GENERAL MEETING

ATTENDANCE SLIP

(Members or their proxies are requested to present this form for admission, duly signed in accordance with their specimen signatures registered with the Company.)

DP Id *		Client Id*	
Regd. Folio No.		No. of Shares	

*Applicable for shares held in electronic form

Name(s) and address of the shareholder / Proxy in full: _____

I/we hereby record my/our presence at the 17th Annual General Meeting of the Company being held on Saturday, 09th August, 2025 at 11:00 a.m. at the registered office of the Company at Village - Ramdevpur, Po-Bawali, Bishnupur2, Bishnupur, West Bengal 743384.

Please (✓) in the box

MEMBER

☐

PROXY

☐

Signature of Shareholder / Proxy

1. Only Member/Proxyholder can attend the Meeting.
2. Member/Proxyholder should bring his/her copy of Notice for reference at the Meeting.



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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: U18109WB2008PLC129263

Name of the Company: ARC INSULATION & INSULATORS LIMITED

Registered Office: Village - Ramdevpur, Po-Bawali Bishnupur2, Parganas South, Bishnupur-743384, West Bengal.

Email: arciipl203@gmail.com

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

as my/ our proxy to attend and vote (on a poll) for me/us and on my/our behalf at the Annual General Meeting of the company, to be held on Saturday, August 09, 2025 at 11:00 AM at Village - Ramdevpur, Po-Bawali, Bishnupur2, Bishnupur, West Bengal 743384 and at any adjournment thereof in respect of such resolutions as are indicated below:

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Resolution No.	Resolution(s)
1	To receive, consider and adopt the audited financial statements of the Company for the financial year ended March 31, 2025 including the audited Balance Sheet as at March 31, 2025, Statement of Profit and Loss for the financial year ended on that date and the reports of the Board of Directors ("the Board") and Auditors thereon.

Signed this _____ day of _____ 2024

Signature of shareholder(s) _____

Signature of proxy holder(s) _____

Affix
Revenue
Stamps

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.
2. 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 may appoint a single person as a proxy and such person cannot act as a proxy for any other person or shareholder.



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ROUTE MAP

