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Oriental

Oriental Trimex Limited

(An ISO 9001-2000 Certified Company)
Registered & Corporate Office : 26/25, Bazar Marg,
Old Rajender Nagar, New Delhi-110060



BY BLUEDART COURIER

Ref:Oriental/BSE-NSE-AGM/09/2012/01

Dated: September 4,2012

To,

1. **BOMBAY STOCK EXCHANGE LIMITED**
PHIROZE JEEJEEBHAY TOWERS,
DALAL STREET , MUMBAI- 400001
2. **NATIONAL STOCK EXCHANGE OF INDIA LTD.**
EXCHANGE PLAZA, PLOT NO. C/1, G BLOCK,
BANDRA-KURLA COMPLEX, BANDRA (E), MUMBAI - 400 051.

**RE: FORWARDING OF NOTICE FOR 16TH AGM OF THE COMPANY AND INTIMATION
OF BOOK CLOSURE OF THE COMPANY**

Dear Sir,

Pursuant to clause 31(a) of the listing agreement, **NOTICE**, is hereby given that the 16th Annual General Meeting (AGM) of the members of Oriental Trimex Limited will be held on Friday, September 28, 2012 at 09.30 a.m., at Surya Garden, Palla Bhaktawarpur Road, Village Alipur, Delhi-110036 to transact the business as set out in the Notice convening the AGM. Copy of Notice being published in the newspaper and emailed are attached herewith for your kind perusal and record. We are enclosing six copies of the Annual Report-2012.

Pursuant to clause 15& 16 of the Listing Agreement read with Section 154 of the Companies Act, 1956, **NOTICE** is hereby given that the Register of Members and Share Transfer Books of the Company will remain closed from Monday, September 24, 2012 to Friday, September 28, 2012 (Both days inclusive) for the purpose of AGM

This is for your kind information and record, please.

Yours faithfully,

For Oriental Trimex Limited

Hari S Bisht

Company Secretary & Compliance Officer

Encl: **As stated above**

CC: CDSL, 16th Floor, PJ tower, Dalal Street Fort, Mumbai-400023-For Information, please
NSDL, Trade World, 4th floor, Kamala Mills Compound, Senapati Bapat Marg, Lower Parel,
Mumbai-400013-For Information, please

✓ Beetal Financial & Computer Services Pvt Ltd-For Information, please



With Two
Copies of
Notice &
Annual
Report.

Oriental Trimex Limited

Registered Office: 26/25, Bazar Marg, Old Rajinder Nagar, New Delhi-110060

NOTICE

NOTICE, is hereby given that the 16th Annual General Meeting (AGM) of the members of Oriental Trimex Limited will be held on Friday, September 28, 2012 at 09.30 a.m., at Surya Garden, Palla Bhaktawarpur Road, Village Alipur, Delhi-110036 to transact the business as set out in the Notice convening the AGM.

NOTICE is also hereby given that pursuant to clause 16 of the Listing Agreement and Section 154 of the Companies Act, 1956, that the Register of Members and Share Transfer Books of the Company will remain closed from Monday, September 24, 2012 to Friday, September 28, 2012 (Both days inclusive) for the purpose of AGM.

Notice of the Meeting setting out the business to be transacted thereat together with the Annual Report for the year 2011-12 is being sent to the Members to their registered address by post. The aforesaid documents are also being sent electronically to those members who have registered their e-mail addresses.

Members are hereby informed that copy/s of said Notice of AGM and Annual Report for the year 2011-12 along-with Attendance Slip/Proxy Form are available on the Company's website <http://www.orientaltrimex.com> and for inspection at the Registered Office of the Company during business hours.

Members who have not registered their e-mail addresses so far are requested to register their email addresses, in respect of electronic holdings with the Depository through their concerned Depository Participant. Members who hold shares in physical form are also requested to register their e-mail addresses with the Company or its Registrar & Share Transfer Agent.

Place: New Delhi
Dated: 4th September 2012



By order of the Board
Sd/=
Rajesh Punia
Managing Director

Oriental

ORIENTAL TRIMEX LIMITED

26/25, Bazar Marg, Old Rajendra Nagar, New Delhi-110 060
Tel.: 011-43100200, 25769567/68 Fax:91-11-25752007, 25816910
Email: investors@orientaltrimex.com, Web: <http://www.orientaltrimex.com>

4th September 2012

Dear Shareholder/s,

Sub.: Notice for the 16th Annual General Meeting and Annual Report for the Financial Year 2011-12.

At the outset, we thank you for your kind gesture in participating and supporting us in implementing the "Green Initiative" undertaken by the Ministry of Corporate Affairs.

Please find attached herewith the Notice calling the 16th Annual General Meeting ("AGM") of the Company and the Annual Report which comprises of Directors' Report, Auditors' Report, Audited Financial Statements etc. in respect of the financial year ended 31st March, 2012.

Also attached is the Attendance Slip/Proxy Form in respect of the scheduled AGM. If you desire to appoint a proxy for attending the AGM and to vote on a poll, instead of yourself, you may take a print of the Proxy Form, duly fill-in the necessary information and sign the same. The proxies in order to be valid and effective must be delivered to the Registered Office of the Company not less than 48 hours before the time for commencement of the AGM.

The AGM is scheduled to be held on Friday, September 28, 2012 at 09.30 a.m., at Surya Garden, Palla Bhaktawarpur Road, Village Alipur, Delhi-110036.

Notice calling the AGM, Annual Report for the financial year 2011-12 and Attendance Slip/Proxy Form are also available on the Company's website: <http://www.orientaltrimex.com> Physical copies of these documents are also available at our Registered Office for inspection during Business hours.

In case you still require a physical copy of any /all of the above mentioned documents, you may send us a letter or email us at : investors@orientaltrimex.com

We request you to note that all future communication with the Members of the Company would be sent to you in electronic form to this e-mail address. Please inform any changes in your e-mail address to the Depository through your Depository Participant.

Thanking you,
For Oriental Trimex Limited
Sd/= **Rajesh Punia**
Managing Director

