Registered Office :
No. 17, 3rd Cross, K. S. Garden, Lalbagh Road,
Bengaluru - 560 027. Tel.: 080 4911 8300
contactus@quadpro.co.in | www.quadpro.co.in
CIN : U67190KA2010PLC055750

QUADPRO® ITeS Limited

Date : March 22, 2022

To,
The National Stock Exchange of India Ltd.,
Exchange Plaza, C-1, Block G,
Bandra Kurla Complex, Bandra (E)
Mumbai – 400 051.

Dear Sir/Madam,

Sub. : Intimation of outcome of Board Meeting under Regulations 30 of the SEBI(Listing Obligations and Disclosure Requirements) Regulations2015 ("SEBI Listing Regulations").

Ref. : Quadpro ITeS Limited(Symbol-QUADPRO)

Pursuant to Regulation 30 of the SEBI Listing Regulations, we hereby inform you that the Board of Directors at their Meeting held today, has approved and taken on record :

1. Appointment of M/s. SCS and Co. LLP as a Secretarial Auditor (Peer Review Number:1677/2022) of the Company for the year 2021-22.(Brief Profile is attached)

2. Change in name of the Registrar & Share Transfer agents from KFin Technologies private Limited to KFin Technologies Limited.

These are also being made available on the website of the Company at www.quadpro.co.in

The Meeting of the Board of Directors held today commenced at 2.00 p.m. and concluded at 3:00 p.m.

You are requested to take the same on record.

Thanking you,
For Quadpro ITeS Limited

Quadpro ITeS Limited

Stuti Kinariwala
Company Secretary
Membership No. A46213
Enclosed – A/a

SCS and Co. LLP

Company Secretaries

ABOUT US

M/s SCS and Co. LLP is a Practicing Company Secretaries firm, providing services related to SEBI Laws, Companies Laws/Corporate Law matters, SEBI ICDR Regulations, Listing Regulation Compliances, National Company Law Tribunal services (Filing Application/Petitions/Appearance -Hearing etc), Insolvency and Bankruptcy Code ("IBC"), Secretarial Compliances and Services, Valuation, Import Export Code (IEC), Trademark Applications and other professional services.

We are having experience in servicing client across industries engaged in Manufacturing, Textile, Infrastructure, Banking Services, Broking Companies, Capital market intermediariés, EPC- Power/Energy Sector, Non-Banking finance companies - (NBFC), Edible Oil, Constructions- Real Estate, Metal, Home appliances etc.

At present, our firm constitutes of 3 partners having rich experience in their area of domain. We are providing services through our two offices at Ahmedabad and one office at Jamnagar through vibrant team.

CS ANJALI SANGTANI (ACS, B.COM)

She completed her commerce graduate from Ahmedabad University and professionally completed her company secretary in the year 2015. After it, she jumped into employment and worked in various well-known organization. Thenafter she started her own practice and has an experience of managing company law, security law related compliances of client companies and assisted in handling various IPOS and Corporate Restructuring.

CS Abhishek Chhajed (ACS, LLB, Commerce Post Graduate in Corporate Governance)

He is a young and dynamic Corporate Professional. He is an Associate member of the Institute of Company Secretaries of India "ICSI", a Law Graduate and Commerce Post Graduate in Corporate Governance. He has an excellent academic record and became CS at very young age. Mr. Chhajed has a good grip over the corporate laws and liaisioning with the authorities, departments and serving the Corporate Community since 2015. He wrote many of articles in E-corporate Manager, a monthly publication of Ahmedabad Chapter of Western region (WIRC-ICSI). Currently he is giving service as a Chairman to Managing Committee of Ahmedabad Chapter of ICSI. He was Secretary of Ahmedabad Chapter for the year 2019. He has also been Secretary of Leo Club of Digvijaynagar. He has handled many NCLT cases all over India. He is trademark Agent under Trademark Act. He is practicing as a Registered Valuer.

CS Rupali sanghi, ACS LLB

She has an overall post qualification experience of 8 years in handling Secretarial and Legal matter of various companies. Exposure in conducting AGMs, EGMs, Board Meeting, Secretarial Audits, and Financial Audits, well versed with Statutory Compliance under SEBI Regulations, Stock Exchange Listing Agreements, FEMA, RBI, ESI, PF, Company Law and related acts. During the initial years of her carrier, she have worked for nearly 5 yrs with a Chartered Accountant in Practice and set up her own practice in the year 2020 to become an independent professional to serve to various companies whether listed, unlisted, Private Limited Companies and she is always prepared to take up any challenges that may come across from different industries and strive to give her best to client companies.

OUR SERVICES

Our service offerings include Corporate Compliances, regulatory, business advisory for domestic and global businesses of all sizes. We offer a range of solutions which are ideal, practical, innovative and at par with the best that our clients would expect.

SCS and Co. LLP, a Limited Liability Partnership with LLP Identity No. AAV-1091
Regd. Office:- 415, Pushpam Complex, Nr. Bank Of Baroda, Opp. Seema Hall, Satellite, Ahmedabad-380015
T: 079-40051702, Email:-scsandcollp@gmail.com

SCS AND CO. LLP COMPANY SECRETARIES AHMEDABAD

1. **Secretarial Compliances/ Corporate Compliances/ Corporate Law Services.** Secretarial Compliances/ Corporate Compliances in India broadly regulated by the Companies Act, 2013, FEMA Provision and SEBI Laws etc. We offer services in each of the above-mentioned areas Secretarial & Corporate Compliances of Corporate Strategy and Compliance. Our endeavor is to formulate an ideal strategy for our clients which is compliant with the law, legitimately reduces the penal provisions and yet is not prone to invite litigation. We have an assurance to ensure that the client's routine and other compliances are duly complied and completed well before time in order to avoid unnecessary additional fees and penalties. This involves a complete understanding of the ever-changing corporate laws. We constantly monitor the development of jurisprudence, the statutory pronouncements and the amendments in laws which invariably have far reaching consequences on the clients' business strategies. Our knowledge plays a pivotal role in corporate planning, advisory and compliance services. Our regulatory compliance services ensure that the clients attain a high level of stringent Corporate Law Compliances.

We offers corporate law and secretarial services in fields ranging from incorporation of corporate entities, assistance in maintaining prescribed records, convening and conducting meetings of the Board of Directors and shareholders, statutory filings with the MCA and advising and representing the clients in corporate litigation at National Company Law Tribunal (NCLT) matters.

Details of Services we offer are elaborated hereunder:

Companies Act	
Function	**Tasks**
Incorporation	✓ Obtaining Digital Signature; ✓ DIN Application; ✓ Company name availability and its application; ✓ Drafting and Vetting of Memorandum and Articles of Association; ✓ Overall responsibility for incorporating a company from its name availability to getting its incorporation certificate; ✓ Obtaining license for incorporation of Companies under Section 8 of Companies, Act, 2013; ✓ Incorporation of Section 8 Company.
Post Incorporation	**Exhaustive list of regular, timely and event-based Compliances under Companies Act, 2013:** ✓ Annual filling; ✓ Preparation of Annual returns, Notice and Director's report; ✓ Creation, Modification and Satisfaction of Charge; ✓ Formalities relating to appointment and resignation of directors ✓ Increase in authorized share capital; ✓ Change in name and main object of the Company; ✓ Allotment of Shares and Issue of Share Certificates; ✓ Preparation and maintenance of Statutory registers viz. Register of Members, Register of Transfers, Register of Directors, Register of Directors' Shareholdings, Register of Charges, Register of Allotments, Register of

SCS AND CO. LLP COMPANY SECRETARIES AHMEDABAD

	Contracts etc.; ✓ Preparation of Agenda, Minutes and compliances thereof; ✓ Attending board meetings and general meetings; ✓ Application for Condonation of delay; ✓ Conversion of public companies to private company and vice – versa; ✓ Conversion of LLPs/Partnership firms into public/private Companies and vice - versa; ✓ Due diligence report; ✓ Search report; ✓ Issuing of various certificates; ✓ Advising on various aspects of Company law.
Listed Companies	✓ Secretarial Audit as per the provisions of the Companies Act,2013; ✓ Quarterly & Annual Compliance with SEBI under SEBI (LODR) Regulations, 2015; ✓ Preparation of Scrutinizers Report for passing Postal ballot resolutions; ✓ Conducting Annual General Meetings; ✓ Listing and Delisting of Securities of Companies; ✓ SEBI Act, Rules and Regulation Compliances; ✓ Secretarial Audit and Share Reconciliation Audit ✓ Corporate Governance; ✓ SEBI (LODR) Compliances; ✓ Any other Event Based SEBI Compliances.
Drafting	✓ Drafting and vetting of various agreements like LLP agreements, Supplementary agreements, Lease agreements, Service agreements, Leave and License agreements etc.; ✓ Drafting of other legal documents like Memorandum of association, Articles of Association, POA, Affidavits, Indemnity Bond, Vakalatnama, Letter of Authority etc.
NBFC	Application to RBI for Registration of a Company as an NBFC

Limited Liability Partnership (LLPs)

Function	Tasks
Incorporation	✓ DIN Application, ✓ Name availability and its application ✓ Overall responsibility for incorporating a LLP from its name availability to getting its incorporation certificate.
Post Incorporation	**Regular and Timely Compliances under Companies Act, 2013:** ✓ Annual filling ✓ Creation, Modification and Satisfaction of Charge ✓ Change in name and main object of the Company ✓ Changes in capital ✓ Formalities relating to appointment and resignation of partners ✓ Change in Registered Office of the LLP ✓ Any other Event Based LLP Compliances

SCS AND CO. LLP COMPANY SECRETARIES AHMEDABAD

Drafting	✓ Drafting and vetting of various agreements like LLP agreements, Supplementary agreements, Lease agreements, Service agreements, Leave and License agreements etc. ✓ Drafting of other legal documents like Memorandum of association, Articles of Association, POA, Affidavits, Indemnity Bond, Vakalatnama, Letter of Authority etc.
Others	✓ Striking off LLP ✓ Revival of LLP

Liasoning and Other Services

Function	Particulars
Insolvency and Bankruptcy Code (IBC)	✓ Drafting and finalizing section 7 of IBC ✓ Drafting and finalizing section 9 of IBC ✓ Drafting and filing of petition under section 10 of IBC ✓ Filing of petition with NCLT for further proceedings. ✓ Any other application, replies or rejoinder filing to NCLT with regards to IBC
NCLT, ROC, RD, RBI etc.	✓ NCLT Applications and Hearing with regards to Insolvency and Bankruptcy Code 2016, in Voluntary Liquidation matters, Company Law matters and others. ✓ Consultancy Services. ✓ Liaison with Lead Manager, SEBI, Stock Exchange, Registrar of Companies, Reserve Bank of India Ministry of Corporate Affairs and other Government authorities. ✓ Appearance before National Company Law Tribunal (NCLT), Registrar of Companies, Regional Director & other Semi-Judicial Authorities. ✓ Liaison and interaction with Company Advocates, Solicitors and Legal Consultants.
Drafting	✓ Drafting and vetting of various agreements like LLP agreements, Supplementary agreements, Lease agreements, Service agreements, Leave and License agreements etc. ✓ Drafting of other legal documents like Memorandum of association, Articles of Association, POA, Affidavits, Indemnity Bond, Vakalatnama, Letter of Authority etc.
Consultancy Services	✓ Arranging & Conducting Board and General Meetings of the Company and all other group Companies and subsequent follow up decisions thereof ✓ Consultation on All Corporate Laws ✓ Handling of all Secretarial functions of the Company ✓ Inspection/scrutiny of Documents of the Companies. ✓ Dealing with matters related to Company Law, Economic and Labour Laws
IPR	✓ All Trademark Services. ✓ All Copyright Services. ✓ All Patent Services. ✓ Any Other IPR Related Services.
FEMA	✓ Filing APR and FLA with Reserve Bank of India. ✓ Annual Filing, Quarterly Filing, Monthly Filing and Event Based Filings. ✓ Advance Reporting & FC-GPR ✓ FCTRS.

SCS AND CO. LLP COMPANY SECRETARIES AHMEDABAD

Others	✓ Preparation, Execution and Registration of all Legal documents. ✓ Assistance in Opening and/or Closing of Branch Office, Project Office and Liaison Office in India. ✓ Registration of Societies and Trusts. ✓ Other Legal and Consulting Services.
Additional Services	✓ Powers of Attorney, Resolutions, Regulations, Professional services contracts etc. ✓ Document management and custody. ✓ Trusts and Foundations. We prepare the trust deeds and regulations in compliance with trust and foundation legislation in the jurisdiction of choice. ✓ One-man operation professional secretariat support. Allow us to take your burden. We will ensure that all your documents are properly maintained and in compliance with requirements. ✓ Providing E-Mudhra Digital Signature Certificate with E-Token of any class for Individuals/Firm/Company ✓ Export Import Code ✓ Trade License, Shop and Establishment registration and Labour Law Compliances

SCS and CO. LLP offers multi-disciplinary advisory services to clients in its main areas of practice i.e. Corporate Laws and allied laws, besides the firm also offers advisory solutions on partnership and LLP laws, societies and trusts laws, employee benefit regulations etc. Our advisory services deliverables are based on gaining an understanding of clients' query, thorough research on the subject, in-house threadbare discussions on all possible solutions, considering myriad options, application of knowledge and past experience on the issues and providing an informed opinion on the query.

Keeping Clients informed we acknowledge the fact that it is indeed difficult for business managers to keep pace with fast paced statutory pronouncements, ever developing jurisprudence and news flow which impacts businesses in a big way, in order to avoid such difficulty our firm has the practice of keeping the clients up to date with the day in and day out amendments that are been enforced.

SCS AND CO. LLP COMPANY SECRETARIES AHMEDABAD