

Ref. TirupatiForgeLimited/NSE/BoardMeeting/Regulation33/2

May 29, 2018

Listing Compliance Department
National Stock Exchange of India Limited
Exchange Plaza, Bandra Kurla Complex,
Bandra (East), Mumbai 400 051
Maharashtra. India

Subject: Reply to Clarification sought regarding Appointment of Secretarial Auditors and Internal Auditors of the Company.

Ref.: (a) TirupatiForgeLimited/NSE/BoardMeeting/Regulation33/1 dated May 17, 2018.

(b) Script Symbol: TIRUPATIFL

Dear Sir,

With reference to above subject, and in reply to clarification sought by the NSE related to profile of Secretarial Auditors & Internal Auditors, we enclose herewith:

- 1) Brief profile of CS Piyush Jethva, Practising Company Secretary, Rajkot [FCS 6377 CP 5452], who had been appointed as the Secretarial Auditors of the Company in the Board Meeting dated May 17, 2018.
- 2) Brief profile of M. B. Sardhara & Associates, Chartered Accountants, Rajkot [ICAI Firm Registration No.: 127974W], who had been appointed as the Internal Auditors of the Company in the Board Meeting dated May 17, 2018.

Kindly take the same on your records.

Thanking You,

Yours Faithfully,

For, Tirupati Forge Limited



(Ms. Banashri H. Joshi)
Company Secretary & Compliance Officer
ICSI Membership Number ACS 52048

Enclosures: As mentioned



To,

Company Secretary and Compliance Officer,

Tirupati Forge Limited, Plot No. 1-5, Survey No. 92/1,

Near Shan Cement, Hadamtala Industrial Area,

Tal: Kotda Sangani Hadamtala 360311

Dist.: Rajkot (Gujarat) India.

Sub: Our Profile for appointment as a Secretarial Auditor

❖ **BRIEF INTRODUCTION**

I, CS PIYUSH JETHVA, am registered as a Practising Company Secretary with Institute of Company Secretaries of India (ICSI) as a Fellow Member with registration number FCS 6377. I am also holding a valid Certificate of Practice.

I am having experience of more than 12 Years in Company Law Matter and Indirect Taxation especially Service Tax (Now Goods and Serviced Tax). Apart from above, I am engaged with service relating to Setting up to the winding up of Companies, Incorporation of LLP, Various Conversion, Search and Status Report, Various Statutory Certification, Conduct of Secretarial Audit, Consultancy in Bring IPO on SME Platform etc. Further since last three years, I am engaged as a Secretarial Auditor of various Companies listed on main board of Bombay Stock Exchange.

❖ **PERSONAL INFORMAITON**

- | | | | |
|----|-------------------------|---|--|
| 1. | Name: | : | CS Piyush Jethva |
| 2. | Address of the Office | : | 603, Star Plaza, Phulchhab Chowk, Rajkot 360001
(GUJARAT) INDIA
Landline Number; 0281-2457844
Mobile Number: 091-9979887844
Email : piyushjethva@gmail.com |
| 3. | Membership Number | : | FCS 6377 |
| 4. | COP Number | : | 5452 |
| 5. | Engaged with other Firm | : | JPMK & ASSOCIATES |
| 6. | Other Partners in Firm | : | CS Kajal Mehta |





❖ **EXPERIENCE AS A SECRETARIAL AUDITOR**

GALAXY AGRICO EXPORTS LIMITED :

I conducted Secretarial Audit of **Galaxy Agrico Export Limited** for the year ended on 31.03.2015, 31.03.2016 and 31.03.2017. The Galaxy Agrico Exports Limited is listed on Main Board of Bombay Stock Exchange Limited

ULTACAB (INDIA) LIMITED :

I conducted Secretarial Audit of **Ultracab (India) Limited** for the year ended on 31.03.2015, 31.03.2016 & 31.03.2017. The Ultracab (India) Limited was initially listed on SME Platform of Bombay Stock Exchange Limited. Now the Company was shifted to Main Board.

❖ **OTHER AREA OF PRACTISE**

1) **INCORPORATION AND REGISTRATION**

- Incorporation of Private Limited Companies
- Incorporation of Public Limited Companies
- Incorporation of LLP
- Incorporation of Chapter Section 8 Company
- Conversion of Partnership firm to the Company
- Obtain Registration under Goods and Service Tax
- Obtain Import Export Registration Number from Director General Of Foreign Trade.

2) **SECRETARIAL WORK**

- Compliances under Company & LLP Law
- Knowledge on Takeovers & Mergers
- Corporate Governance Report
- Compliance under SEBI Law and Regulation
- Secretarial Audit
- Reconciliation of Share Capital Audit
- Filing of petition for various issues against various authorities.
- Consulting for IPO on SME Platform





- Represented matters before Company Law Board and/or Regional Director
- Compliance relating to the meetings of Board of Directors, Shareholders, Creditors etc.,
- Maintenance of Minutes books of Meeting of Board of Director, Share Holders and Creditors.
- Maintenance of Statutory registers
- Filing of Annual returns with the Ministry of Corporate Affairs and related legal documentation
- Drafting of Director's Report, Corporate Governance Report, and Annual Report.
- Alteration of name of Company, Authorised Capital of Company, Object of the Company
- Shifting of Registered office with in limit of City, outside City and from one State to another State.
- Issue / allotment of shares and related compliances.
- Transfer of Shares from and between Indians, NRIs and foreign persons.
- Procedure of Appointment & Resignation of Directors.
- Procedure of Appointment of directors and their remuneration.
- Compliance with Inter corporate investments and loans.
- Creation, satisfaction and registration of charges.
- Matters related to Investor Grievances.
- Payment of dividend and related compliances.
- Change of management, take-over of management and related due diligence services.
- Winding-up of companies / Striking off of the companies.

3) INDIRECT TAXATION

- Obtaining Registration under Goods and Service Tax Law
- Filing of various Monthly, Quarterly and Yearly Form under Goods and Service Tax Law.
- Consultancy in Goods and Service Tax Law
- Appearance before various authorities to represent the client under Goods and Service Tax Law.

I hope, my qualification as well as work experience satisfies your criteria for Secretarial Auditor.

Regards

Date: 05/05/2018

Place: Rajkot



[Signature]
CS PIYUSH JETHVA
Practising Company Secretary
FCS 6377
COP: 5452

M. B. Sardhara & Associates

Chartered Accountants

"Sardhara House" Bhaktinagar Soc., Marg-1,
Near Vrundavan Dairy, Kanta Stri Vikas Gruh Road, Rajkot -360002

PROFILE

1.	Name of the firm	M. B. SARDHARA & ASSOCIATES
2.	Date of Establishment	1 st February, 2007 (w.e.f. -25 th July 2005)
3.	Registration No. of firm with ICAI	127974W
4.	Constitution of the firm	Partnership Firm
5.	Registered Office, if any	M. B. SARDHARA & ASSOCIATES "Sardhara House", Bhaktinagar Soc., Marg-1, Near Vrundavan Dairy, Kanta Stri Vikas Gruh Road, Rajkot
6.	No. of Partners	Three
7.	Experience of Partners	As per annexure
8.	Field of Experience	<ul style="list-style-type: none">❖ AUDIT<ul style="list-style-type: none">➤ STATUTORY AUDIT OF PRIVATE COMPANIES, PUBLIC LTD CO., CO-OP. SOCIETIES, CREDIT CO-OPERATIVE SOCIETIES, TRUST & OTHER CONCERNS➤ TAX AUDIT➤ REVENUE AUDITS➤ CONCURRENT AUDIT➤ INTERNAL AUDIT➤ STOCK AUDIT➤ VAT AUDITS (Experience of more than 8 years in this field. Also having more than 10 clients having turnover above one crore as well as less than one crore)❖ PROJECT<ul style="list-style-type: none">➤ EXPOSURE TO PROJECT PLANNING / CONTROLLING & MONITORING OF PROJECT IMPLEMENTATION, PROJECT STRUCTURING, PROJECT FINANCE INCLUDING SUBSIDY❖ DIRECT TAXES<ul style="list-style-type: none">INCOME TAX❖ INDIRECT TAXES<ul style="list-style-type: none">EXCISE, SERVICE TAX, VAT❖ TDS / TCS (TAX DEDUCTED AT SOURCE AND TAX COLLECTION AT SOURCE<ul style="list-style-type: none">➤ TDS / TDS OF BANKS, PRIVATE & PUBLIC COMPANIES, INDIVIDUALS, CO-OP. SOCIETIES➤ FORM 16, 16A

M. B. Sardhara & Associates

Chartered Accountants

"Sardhara House" Bhaktinagar Soc., Marg-1,
Near Vrundavan Dairy, Kanta Stri Vikas Gruh Road, Rajkot -360002

		<ul style="list-style-type: none"> ❖ ROC <ul style="list-style-type: none"> ➤ INCORPORATION OF NEW COMPANY ➤ ANNUAL FILING ➤ SEARCH REPORT ➤ OTHER COMPLIANCE FILING
9.	Team Strength : a) Chartered Accountants(incl. partners) b) Cost Accountants/CS (ICWI/ICSI) c) Other Paid Assistants d) Articled Assistants e) Graduates / Post Graduates	Three One Two Eight Six
10.	Contact No.	CA Mahendra B Sardhara : 9879776167 CA Kalpesh K Vekariya : 9998147147 CA Shruti K Bhadeshiya : 9723035490
	E-mail ID	mbsardhara@gmail.com

11. Particulars of Partners:

Sl. No.	Name	Age	Qualification	Whether ACA/FCA	Membership No.	Date of Enrolment With ICAI	Date of Certificate of practice
1.	Mahendra B Sardhara	38	B. Com., FCA	FCA	120837	25.07.2005	25.07.2005
2.	Kalpesh K Vekariya	31	B. Com., FCA	FCA	149440	26.07.2012	26.07.2012
Other Certificates			Certificate of Information System Audit (ISA) Course Certificate On Concurrent Audit Of Banks				
3.	Shruti K Bhadeshiya	29	B. Com., FCA	FCA	149390	23.07.2012	23.07.2012