

To,

All the Directors

1. Mr. Anand Rajagopal – Chairman & Managing Director
2. Ms. Santhi Karthikeyan – Whole-Time Director
3. Ms. Gowri Ramachandran – Director
4. Mr. R. Vinu – Director
5. Mr. Anantha Seshan Narayanan - Director

Dear All,

NOTICE FOR A MEETING OF THE BOARD OF DIRECTORS

(Board Meeting Notice No 3.: 2026-2027)

In accordance with the Section 173(3) of the Companies Act, 2013, Notice is hereby given that a meeting of Board of Directors of M/s. SAMAY PROJECT SERVICES LIMITED shall be held on Tuesday, the 30th June 2026 at 11.00 am at the Registered Office of the Company at Plot No.1218, 17th Street, West End Colony, Mogappair, Chennai – 600 050 to consider the matters set forth in the agenda as listed below:

ITEM NO. 1:	ELECTION OF CHAIRMAN
ITEM NO. 2:	LEAVE OF ABSENCE
ITEM NO. 3:	CONFIRMATION OF MINUTES OF THE PREVIOUS BOARD MEETING HELD ON 28 TH MAY 2026.
ITEM NO. 4:	TO CONSIDER AND RECOMMEND THE RE-APPOINTMENT OF MS. SANTHI KARTHIKEYAN (DIN : 0162199) WHO WILL BE RETIRING BY ROTATION AT THE ENSUING ANNUAL GENERAL MEETING
ITEM NO. 5:	TO CONSIDER AND APPROVE THE NOTICE FOR THE 25 TH ANNUAL GENERAL MEETING OF THE COMPANY AND TO FIX THE DATE, TIME OF THE ANNUAL GENERAL MEETING. (DRAFT OF THE NOTICE ATTACHED)
ITEM NO. 6:	TO CONSIDER AND APPOINT THE SCRUTINIZER FOR E-VOTING.
ITEM NO. 7:	TO DECIDE THE RECORD DATE (CUT-OFF) DATE FOR DETERMINING THE ELIGIBILITY TO VOTE BY ELECTRONIC MEANS.
ITEM NO. 8:	TO CONSIDER AND TAKE NOTE OF COMPLIANCE CERTIFICATE ISSUED BY PRACTICING COMPANY SECRETARY FOR THE FINANCIAL YEAR 2025-26.



ITEM NO. 9:	TO CONSIDER AND APPROVE THE DIRECTORS' REPORT AND ITS ANNEXURES THEREOF. (DRAFT OF THE DIRECTORS' REPORT ATTACHED)
ITEM NO. 10:	TO CONSIDER AND DISCUSS THE MANAGEMENT DISCUSSION AND ANALYSIS REPORT. (DRAFT ATTACHED)
ITEM NO. 11:	TO TAKE ON RECORD THE MINUTES OF THE PREVIOUS MEETING OF NOMINATION AND REMUNERATION COMMITTEE (NRC) AND AUDIT COMMITTEE (ACM).
ITEM NO. 12:	ANY OTHER SUBJECT WITH THE PERMISSION OF THE CHAIR

Kindly make yourself available on the said Date and Time to attend the meeting.

Place: Chennai
Date: 22.06.2026



 ANAND RAJAGOPAL
 CHAIRMAN AND MANAGING DIRECTOR
 DIN: 01039615

AGENDA NOTES FOR THE BOARD MEETING TO BE HELD ON 30th JUNE 2026

ITEM NO.4

TO CONSIDER AND RECOMMEND THE RE-APPOINTMENT OF MS. SANTHI KARTHIKEYAN (DIN: 01162199) WHO WILL BE RETIRING BY ROTATION AT THE ENSUING ANNUAL GENERAL MEETING:

"RESOLVED THAT pursuant to Section 152 and other applicable provisions of the Companies Act, 2013, the board recommends the re-appointment of Ms. Santhi Karthikeyan, Whole-time Director (DIN: 01162199)], who retires by rotation at the upcoming AGM and is eligible for re-appointment".

"RESOLVED FURTHER THAT subject to shareholder approval, Ms. Santhi Karthikeyan, Whole-time Director (DIN: 01162199) be re-appointed as a director, liable to retire by rotation."

"RESOLVED FURTHER THAT any Director or the Company Secretary is authorized to file necessary forms with the Registrar of Companies to give effect to this resolution".

ITEM NO:5

TO CONSIDER AND APPROVE THE NOTICE FOR THE 25TH ANNUAL GENERAL MEETING OF THE COMPANY AND TO FIX THE DATE, TIME OF THE ANNUAL GENERAL MEETING:

"RESOLVED THAT 25TH Annual General Meeting of the Member of the Company be convened on Friday, the 31st day of July 2026 through Video Conferencing (VC) / Other Audio Visual Means (OAVM) and the deemed venue for the meeting will be at the Registered office at Plot No.1218, 17TH Street, West End Colony, Mogappair, Chennai – 600 050".

"RESOLVED THAT the draft Notice calling the 25th Annual General Meeting of the Company on Friday, the 31st day of July 2026 through Video Conferencing / Other Audio Visual Means (OAVM), duly initialed by the Company Secretary for the purpose of identification and placed before the Board be and is hereby approved and that Mr. Anand Rajagopal, (DIN : 01039615) Managing Director of the Company, be and is hereby authorised to make necessary changes if required, and issue the Notice of the 25th Annual General Meeting to all the Members and to the Stock Exchanges under his Signature".

"RESOLVED FURTHER THAT Mr. Anand Rajagopal (DIN : 01039615), Managing Director of the Company and Mrs. Ramaa Krishnakumar, Company Secretary, be and are hereby severally authorised to take necessary action and do all such acts, deeds and things as and when required for convening the said Annual General Meeting of the Company."

ITEM NO:6

TO CONSIDER AND APPOINT THE SCRUTINIZER FOR E-VOTING

"RESOLVED THAT pursuant to the provisions of Section 108 of the Companies Act, 2013, read with Rule 20 of the Companies (Management and Administration) Rules, 2014 (including any statutory modification(s) or re-enactment(s) thereof for the time being in force), and the applicable provisions of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the consent of the Board be and is hereby accorded to appoint Mr. Balaji Krishnamoorthy, Practicing Chartered Accountant of Balaji Krishnamoorthy & Associates, Chennai (FRN : 026631S) (Membership No.) as the Scrutinizer to scrutinize the remote e-voting process and the e-voting process during the Annual General Meeting in a fair and transparent manner.



RESOLVED FURTHER THAT Mr. Anand Rajagopal, (DIN : 01039615) Managing Director of the Company, be and is hereby authorized to issue a formal letter of appointment to the Scrutinizer and to fix their remuneration along with reimbursement of actual out-of-pocket expenses.

RESOLVED FURTHER THAT Mr. Anand Rajagopal (DIN: 01039615), Managing Director and Mrs. Ramaa Krishnakumar, Company Secretary be and are hereby severally authorized to do all such acts, deeds, matters, and things as may be necessary, proper, or expedient to give effect to this resolution."

ITEM NO:8

TO CONSIDER AND TAKE NOTE OF COMPLIANCE CERTIFICATE ISSUED BY PRACTICING CHARTERED ACCOUNTANT FOR THE FINANCIAL YEAR 2025-26.

"RESOLVED THAT THE Compliance Certificate of the Company for the financial year 2025-26 issued by Practicing Company Secretary Mr. K Krishnamoorthy (FCS: 2044) as placed before this Board be and is hereby noted and taken on record".

"RESOLVED FURTHER THAT the Company secretary be and is hereby authorized to ensure timely compliance with the provisions of the Companies Act 2013, and rules made thereunder".

ITEM NO:9

TO CONSIDER AND APPROVE THE DIRECTORS' REPORT AND ITS ANNEXURES THEREOF:

"RESOLVED THAT the Director's Report for the year ended 31st March 2026 as placed before the meeting, be and are hereby considered and approved and taken on record by the Board of Directors".

RESOLVED FURTHER THAT Mr. Anand Rajagopal, (DIN: 01039615) Managing Director and Mrs. Santhi Karthikeyan, (DIN: 01162199) Whole-time Director be and are hereby authorized to sign the Boards' Report for and on behalf of the Board of Directors of the company".

RESOLVED FURTHER THAT Mr. Anand Rajagopal (DIN: 01039615), Managing Director and Mrs. Ramaa Krishnakumar, Company Secretary be and are hereby authorized to necessary filing and to do such works and deeds as may be required to give effect to the above resolution."

ITEM NO:10

TO CONSIDER AND DISCUSS THE MANAGEMENT DISCUSSION AND ANALYSIS REPORT:

"RESOLVED THAT the Management Discussion and Analysis Report for the financial year 2025-26 duly initialled by the Managing Director be and is hereby approved and the same be recommended for adoption at the ensuing Annual General Meeting".

"RESOLVED FURTHER THAT Mr. Anand Rajagopal, Managing Director be and is hereby authorized to sign the Management Discussion and Analysis Report for the financial year 2025-26 and take such steps as may be necessary to file the above documents with Registrar of Companies, Chennai and National Stock Exchange Limited (NSE)

