



INDONG TEA COMPANY LIMITED

CIN No.: L01122WB1990PLC050506

Sikkim Commerce House. 4/1, Middleton Street. Kolkata - 700 071, India

Phone: 91-33 4006 3601 / 3602

E-mail: indongtea@asiangroup.in

Website: www.indongteaco.com

Garden: P.O. - Matelli. Dist.: Jalpaiguri (W.B.) Pin: 735223. Rly. Station: Chalsa

Date: 20.07.2024

To
BSE Limited
Phiroze Jeejeebhoy Towers,
Dalal Street,
Mumbai - 400 001

Scrip Code & ID: - 543769 (INDONG)

Sub: Reconciliation of Share Capital Audit Report under Regulation 76(1) of SEBI (Depositories and Participants) Regulations 2018

Dear Sir/ Madam,

We enclose herewith a certificate issued by CS Puja Pujari, Practicing Company Secretary (PCS), in compliance to Regulation 76(1) of SEBI (Depositories and Participants) Regulations 2018 for Secretarial Audit in the prescribed format for the quarter ended 30th June, 2024.

This is for your kind information and records and acknowledge the receipt of the same.

Thanking You.

Thanking You,

For, Indong Tea Company Limited

Chandan Gupta
Company Secretary cum Compliance Officer
M. No: A55681
Encl: Certificate issued by PCS

Ref No.....

Date:-20/07/2024

CERTIFICATE

I have examined the Register of Members, beneficiary details furnished by the Depositories and other records / documents maintained by M/S. INDONG TEA COMPANY LIMITED and its Registers and Share Transfer Agent M/S CAMEO CORPORATE SERVICES LIMITED for issuing the certificate in accordance with Regulation 76 of SEBI (Depositories & Participants), Regulations, 2018 issued by the Securities and Exchange Board of India.

In my opinion and to the best of my Knowledge and according to the information and explanations given to me and based on such verification as considered necessary by me. I hereby certify the Reconciliation of Share Capital Audit in the prescribed format as under.

RECONCILIATION OF SHARE CAPITAL AUDIT

- | | |
|---|--|
| 1. For Quarter Ended | : 30 TH JUNE, 2024 |
| 2. ISIN | : INE0KN201016 |
| 3. Face Value | : Rs. 10/ per share |
| 4. Name of the Company | :M/S INDONG TEA COMPANY LTD. |
| 5. Registered Office Address | : Sikkim Commerce House,4/1
Middleton Street, Kolkata
West Bengal, India, 700071 |
| 6. Correspondence Address | : -DO- |
| 7. Telephone & Fax No. | : 0334006-3601/02 |
| 8. Email Address & Website | : cs@indongteaco.com |
| 9. Name of the Stock Exchange where the Company's Securities are Listed Capital (Exchange wise) | : BSE Ltd. |

10. Issued Capital	<u>No. of Shares</u> :15001048	<u>% of Total Issued Capital</u> 100
11. Listed Capital (Exchange Wise)		
Bombay Stock Exchange(SME)	: 15001048	100
12. Held in Dematerialized form in CDSL	: 3015935	20.1048
13. Held in Dematerialized form in NSDL	: 11985113	79.8952
14. Held in Physical Form	: Nil	Nil
15. Total No. Shares(12+13+14)	: 15001048	100
16. Reasons For difference, if any between (10& 11), (10& 15), (11&15)	: NA	

17. Certifying the details of changes in share capital during the quarter under consideration as per table below:

Particulars	No. of shares	Applied/ Not Applied for Listing	Listed on Stock Exchanges (Specify names)	Whether intimated to CDSL	Whether intimated to NSDL	In Prin. Appr. Pending for SE (Specify names)
Nil	---	---	---	---	---	

18. Register of members is updated : Yes

19. Reference of Previous quarter with regards :N.A
To excess dematerialized shares

20. Has the company resolved the matter : N.A
Mentioned in point no. 19 above in the
Current quarter/if not reason why

21. Mentioned the total no. of request, if any, confirmed after 21 days and the total no. of request pending beyond 21 days with the reasons for delay.

Total No. of Demat request	No. of Request	No. of Shares	Reasons for Delay
Confirmed after 7 days	Nil	Nil	N.A
Pending for more than 21 days	Nil	Nil	N.A

22. Name, Address, Telephone & Fax No, of the Compliance Officer of the Company : Mr. Chandan Gupta
Sikkim Commerce House 4/1,
Middleton Street Kolkata
West Bengal, India, 700071
Tel. No. 8017171763
23. Name, Address, Telephone & Fax No, Regn. No, of the Auditors : CS Puja Pujari
2, Nawab lane
1st floor, Kolkata-700007
Phone:-7980255409
COP. No. 20171
24. Appointment of common agency for share Registry work, if yes(Name & Address) : Cameo Corporates Services Ltd
"Subramanian Building" No.1 club
House Road Chennai 600002,
25. Any other detail that the auditor may like To provide : Nil



Date:- 20.07.2024
Place:- Kolkata

FOR PUJA PUJARI & ASSOCIATES
Company Secretaries
Peer review No. 3636/2023

PUJA
PUJARI

Digitally signed by
PUJA PUJARI
Date: 2024.07.20
17:16:51 +05'30'

PUJA PUJARI
(Proprietor)
Membership No. 13102
Cop:-20171
UDIN: F013102F000789515