



# 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: 21.01.2025

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 Reconciliation of Share Capital Audit Report in the prescribed format for the quarter ended 31<sup>st</sup> December, 2024.

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

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:- 16.01.2025

### **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. Quarter Ended             | : 31ST DECEMBER, 2024  |
| 2. ISIN FOR                  | : 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<br>Middleton Street, Kolkata<br>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. (SME)

10. Issued Capital : No. of Shares : 15001048 % of Total Issued Capital : 100

11. Listed Capital (Exchange Wise)

Bombay Stock Exchange : 15001048 100

12. Held in Dematerialized form in CDSL : 2751935 18.34

13. Held in Dematerialized form in NSDL : 12249113 81.65

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 To excess dematerialized shares :NIL

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

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	Nil
Pending for more than 21 days	Nil	Nil	Nil

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





**PUJA PUJARI**  
&  
**ASSOCIATES**

+91 7980255409



pcs.corpsolution@gmail.com



Rishra, BL-A9, 2nd Floor, Rishra, WB-712203



23. Name,Address, Telephone & Fax No,  
Regn. No, of the Auditors : Puja Pujari  
BL-A9,2nd floor,Rishra  
West Bengal-712203  
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. From SE, Company Changed its name etc. : Not applicable



Date:- 16.01.2025  
Place:- Kolkata

FOR PUJA PUJARI & ASSOCIATES  
Company Secretaries

**PUJA PUJARI**  
(Proprietor)  
Membership No. 13102  
UDIN: **F013102F003696507**  
Peer Review: 3636