



**DELHI INTERNATIONAL AIRPORT LIMITED**  
CIN No. U63033DL2006PLC146936

Regd. Office: New Udaan Bhawan, Opp. Terminal 3, IGI Airport, New Delhi-110 037  
T: + 91 11 4719 7000 F: +91 11 4719 7181 W: www.newdelhiairport.in

**NOTICE TO THE MEMBERS**

Notice is hereby given that the 17<sup>th</sup> Extraordinary General Meeting (“EGM”) of the Company will be held on Friday, 25<sup>th</sup> day of February, 2022, at 4:00 P.M. (IST) through Video Conferencing (‘VC’)/ other Audio-Visual Means (‘OAVM’), the venue of the meeting shall be deemed to be the registered office of the Company at New Udaan Bhawan, Opposite Terminal - 3, Indira Gandhi International Airport, New Delhi - 110 037, to transact the following business(s):

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**SPECIAL BUSINESS:**

1. To consider and approve the re-appointment of Mr. Kada Narayana Rao as the Whole-Time Director of the Company and approval of his remuneration.

To consider and, if thought fit, to pass, with or without modification(s), the following resolution as a Special Resolution:

“RESOLVED THAT pursuant to the provisions of Section 196, 197, 198, Schedule V and other applicable provisions, if any, of the Companies Act, 2013, and rules made thereto (including any statutory modification(s) or re-enactment thereof for the time being in force), if any and other applicable laws and provisions, if any, Mr. Kada Narayana Rao (DIN:00016262), be and is hereby re-appointed as a Whole-Time Director of the Company for a period of 3 years with effect from April 1, 2022 to March 31, 2025, on the following overall maximum limit of remuneration:

Particulars	Amount
Remuneration	Overall limit of ₹2.25 crores per annum (for each year during the tenure) plus annual increments as per Group HR Policy.

RESOLVED FURTHER THAT the following break up of remuneration shall be within the overall limit:



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1. Basic Salary
2. Perquisites and Allowances

Mr. Kada Narayana Rao shall be entitled to the following perquisites and allowances:

- (i) Housing: House Rent Allowance @ 50% of Basic Salary or Rent Free Unfurnished Accommodation
  - (ii) Special Allowance as per the policy of the Company.
  - (iii) Variable Pay as per the policy of the Company.
  - (iv) Festival Bonus at periodical interval(s).
  - (v) Leave Travel Concession: Leave Travel Concession, for self and family once in a year maximum of ₹1,00,000 p.a.
  - (vi) Personal Accident and Group Medical Insurance: As per the rules of the Company.
3. Other benefits
    - a. Earned /privilege leave: As per the rules of the Company.
    - b. Contribution to Provident Fund, Superannuation fund or annuity fund as per the Company's rules and applicable provisions of the relevant statutes. Gratuity payable should not exceed half month's salary for each completed year of service subject to maximum prescribed limit.

The valuation of perquisites shall be as per the provisions of the Income Tax Act.

**RESOLVED FURTHER THAT** the detailed salary break-up as enumerated above, may be interchanged as agreed and requested by Mr. Kada Narayana Rao within overall remuneration limit(s) of remuneration.

**RESOLVED FURTHER THAT** the above said remuneration be paid to Mr. Kada Narayana Rao even in the event of inadequate profits or losses and independent of any other managerial appointment in terms of the provisions of the Companies Act, 2013.



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RESOLVED FURTHER THAT Mr. GBS Raju - Managing Director, Mr. Indana Prabhakara Rao - Executive Director, Mr. Hari Nagrani - Chief Financial Officer, Mr. Suchitra Kumar - Chief Human Resources Officer and Mr. Abhishek Chawla - Company Secretary of the Company be and are hereby jointly/ severally authorized to take all such actions as may be deemed necessary, desirable, proper or expedient to give effect to the above resolution and for matters connected therewith or incidental thereto, including filing of necessary statutory forms, if required, as per the provisions of Companies Act, 2013, in the event of no profits or inadequate profits during his tenure of 3 years and to all such acts, deeds and things in this regard."

By Order of the Board of Directors  
For Delhi International Airport Limited

Abhishek Chawla  
Company Secretary  
Mem. No. F8118  
Address: 5061, Ace Golfshire, Sector-150, Noida-201301

Date: February 03, 2022  
Place: New Delhi



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**NOTES:**

1. In view of the prevailing COVID-19 pandemic and to maintain the social distancing norms, the Ministry of Corporate Affairs ("MCA") has, vide its circular dated January 13, 2021 read together with circulars dated April 8, 2020, April 13, 2020 and May 5, 2020 (collectively referred to as "MCA Circulars"), permitted convening the Annual General Meeting ("AGM" / "Meeting") through Video Conferencing ("VC") or Other Audio Visual Means ("OAVM"), without physical presence of the members at a common venue. In accordance with the MCA Circulars and the provisions of the Companies Act, 2013 ("the Act"), the 17<sup>th</sup> Extraordinary General Meeting ("EGM") of Delhi International Airport Limited ("DIAPL" or "the Company") is scheduled to be held on Friday, 25<sup>th</sup> day of February, 2022, at 4:00 P.M. (IST), through VC / OAVM.
2. The deemed venue for the 17<sup>th</sup> EGM is the address of Registered Office of the Company i.e., New Udaan Bhawan, Opp. Terminal 3, IGI Airport, New Delhi-110 037.
3. As per provisions of the Act and aforesaid MCA Circulars, the Company is not required to provide the facility of e-voting. The MCA Circulars prescribe that at least half of the total numbers, who represent not less than seventy-five percent of the paid-up share capital of the Company and gives a right to vote in the meeting, the General Meeting of such Company may be conducted through VC facility or OAVM only. The Company has in its records, the email addresses of all the Members of the Company representing hundred percent of the total paid-up share capital of the Company and gives right to the vote at the meeting. However, the Company is required to comply with the framework prescribed by the MCA Circulars for conducting the General Meeting through VC facility or OAVM and issue of General Meeting Notice and subject to the fulfillment of the requirements which are covered hereunder in this Notice.
4. A Member entitled to attend and vote at the EGM is entitled to appoint a proxy to attend and vote on a poll instead of himself/ herself and such proxy need not be a member of the Company. However, in view of the specific circumstances (due to prevailing COVID-19 pandemic) during which this EGM is being held, pursuant to MCA Circulars on holding of



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General Meeting through VC / OAVM, the requirement of physical attendance of Members has been dispensed with. Accordingly, the facility for appointment of proxies by the Members will not be available for the EGM and hence the Proxy Form, and Attendance Slip are not annexed to this EGM Notice.

5. Notice convening the 17<sup>th</sup> EGM is being sent only through electronic mode i.e., by email to all the Members and others entitled, to their e-mail addresses registered with the Company. The Notice convening the 17<sup>th</sup> EGM has been uploaded on the website of the Company at [www.newdelhairport.in](http://www.newdelhairport.in).
6. The relevant details of Directors seeking appointment/ re-appointment at this Meeting are provided in the "Annexure-I" to the Notice as per the provisions of the Act and Secretarial Standard -2 on General Meetings issued by the Institute of Company Secretaries of India. Requisite declarations have been received from Director for seeking re-appointment.
7. The explanatory statement pursuant to Section 102(1) of the Act in respect of Special Business is annexed hereto.
8. All documents referred to in the accompanying Notice and the Explanatory Statement in respect of special business and statutory registers which are to be kept open for inspection by the Members of the Company shall be available for inspection electronically during 11.00 A.M. and 5.00 P.M. (IST) on all working days till the completion of the ensuing EGM. Members seeking to inspect such documents can send an email to [Abhishek.Chawla@gmrgroup.in](mailto:Abhishek.Chawla@gmrgroup.in). Further, the Members seeking any information with regard to any matter to be placed at the EGM, are requested to write to [Abhishek.Chawla@gmrgroup.in](mailto:Abhishek.Chawla@gmrgroup.in), on or before February 20, 2022 and response for the same will be sent by the Company accordingly.
9. The attendance of the Members attending the EGM through VC/ OAVM will be considered for the purpose of reckoning the quorum under Section 103 of the Act.



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10. Corporate members intending to send their authorized representative to attend the EGM are requested to send to the Company, the Authorization Letter along with a certified copy of the Board Resolution authorizing their representative to attend and vote thereat, on their behalf at the EGM. The scan copy of Authorization Letter along with Board Resolution shall be sent by email from their registered email id to [Abhishek.Chawla@gmrgroup.in](mailto:Abhishek.Chawla@gmrgroup.in).
11. The instructions or details of the EGM i.e. access link to the VC or OAVM, login id, passwords, helpline numbers, e-mail id of a designated person who shall provide assistance for easy access to the EGM, is as follows:
  - ✓ **Link to join the meeting:**  
<https://gmrgroup-in.zoom.us/j/92510552636?pwd=THdxdlpMTVo2OFExa1kydONRTUt2Zz09>
  - ✓ **Meeting ID: 925 1055 2636, Passcode: 123456**
  - ✓ The Member has to click on the Link and the same will take to the User Id and password option.
  - ✓ The Member has to add the password and Press on the Join Meeting Button.
  - ✓ The Member has the option to join with Video or Without Video.
  - ✓ The Member has the feature to speak by pressing 'Unmute'. It is advisable that during the proceedings, the shareholder to keep on Mute and whenever want to say anything, then only Unmute.
  - ✓ Mobile Number of the Company Secretary in case of any connection issues is as below:  
Mr. Abhishek Chawla: +91 98913 44243 {Company Secretary}
12. Facility for joining the EGM will be kept open 15 minutes before the scheduled time of the EGM and may close not earlier than 15 minutes after the commencement of the meeting.
13. The Chairman of the Board will preside as the Chairman of EGM. In case the Chairman is not present due to other occupation, the Directors present will elect one among themselves to be Chairman of the EGM. If no director is willing to act as Chairman or if no director is present within 15 minutes after the time appointed for holding the EGM, the members present shall choose one of their members to be Chairman of EGM.



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14. The Chairman of the EGM may conduct a vote on the Resolutions by show of hands unless a demand for poll is made by a member in accordance with the provisions of section 109 of the Act. Where a poll on any item is required, the members shall cast their votes on the resolutions only by sending e-mails to the email ID [\[Abhishek.Chawla@gmrgroup.in\]](mailto:Abhishek.Chawla@gmrgroup.in) through their email addresses which are registered with the Company.
15. This EGM is being held through VC/ OAVM, as such the route map to the venue is not annexed to this Notice.

By Order of the Board of Directors  
For Delhi International Airport Limited

Abhishek Chawla  
Company Secretary  
Mem. No. F8118  
Address: 5061, Ace Golfshire, Sector-150, Noida-201301

Date February 03, 2022  
Place: New Delhi



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**ANNEXURE-I TO THE NOTICE**

Explanatory Statement pursuant to Section 102 of the Companies Act, 2013

**Item No. 1**

Based on the approval and recommendation of Nomination and Remuneration Committee, the Board of Directors at its meeting held on January 27, 2022 have re-appointed Mr. Kada Narayana Rao as a Whole-Time Director of the Company for a period of 3 years with effect from April 1, 2022 to March 31, 2025 on a remuneration and other terms and conditions, as mentioned in the resolution, subject to the approval of the members of the Company.

Mr. Kada Narayana Rao is associated with DIAL since its inception and with his leadership, the Company has shown tremendous growth and has won several national as well as international accolades. Indira Gandhi International Airport, Delhi has been consistently ranked amongst the best airports in the world at various forums.

In view of the immense contribution made by Mr. Kada Narayana Rao to the Company, his experience & expertise within the aviation sector, expert knowledge, continuous involvement in business decisions, effective liaisoning for resolution of issues related to DIAL with all stakeholders/ officials, including Delhi Government, Central Government, Airports Authority of India and support in airport operations, it was proposed to re-appoint Mr. Kada Narayana Rao as an Whole-Time Director on the Board of the Company for another term of 3 (three) years w.e.f. April 01, 2022 – March 31, 2025, on the same remuneration as was in the previous term.

In terms of provisions of Section V of Schedule V (Section 196 and 197) of the Companies Act, 2013, Mr. Kada Narayana Rao may draw remuneration from more than one company, provided that the total remuneration drawn from the companies does not exceed the higher maximum limit admissible from any one of the companies of which he is a managerial person.





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During his last term in DIAPL from April 1, 2019 to March 31, 2022, Mr. Kada Narayana Rao was appointed at the following remuneration:

Particulars	Amount
Remuneration	<ul style="list-style-type: none"> <li>• ₹ 1.95 crores per annum for the year April 1, 2019 to March 31, 2020</li> <li>• ₹ 2.10 crores per annum for the year April 1, 2020 to March 31, 2021</li> <li>• ₹ 2.25 crores per annum for the year April 1, 2021 to March 31, 2022</li> </ul>

**DISCLOSURE AS PER SCHEDULE-V OF THE COMPANIES ACT, 2013**

**I. GENERAL INFORMATION**

S. No.	Particulars/ Subject	Information									
1	Nature of Industry	Transportation & Storage (Airport Operations)									
2	Date or Expected date of commencement of commercial production	Business commenced in 2006, since the company is into construction, operation management and development of Indira Gandhi International Airport, hence there is no date of commercial production.									
3	In case of new companies, expected date of commencement of activities as per Project approved by financial institutions appearing in the prospects.	Not applicable									
4	Financial performance based on given indicators (financial year 2020-21)	<p style="text-align: right;">(in ₹)</p> <table border="1"> <thead> <tr> <th>Particulars</th> <th>2020-21</th> <th>2021-2022 (April 21 to Dec 21)</th> </tr> </thead> <tbody> <tr> <td>Gross Revenue</td> <td>2522.07</td> <td>2207.56</td> </tr> <tr> <td>Profit/ (loss) after Tax</td> <td>(317.41)</td> <td>(70.86)</td> </tr> </tbody> </table>	Particulars	2020-21	2021-2022 (April 21 to Dec 21)	Gross Revenue	2522.07	2207.56	Profit/ (loss) after Tax	(317.41)	(70.86)
Particulars	2020-21	2021-2022 (April 21 to Dec 21)									
Gross Revenue	2522.07	2207.56									
Profit/ (loss) after Tax	(317.41)	(70.86)									

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		Dividend	0	0
		EPS	(1.30)	(0.29)
5	Foreign Investments or collaborations, if any.	No such investment or collaboration except shareholding of Fraport AG Frankfurt Airport Services Worldwide.		

**II. INFORMATION ABOUT THE APPOINTEE OR PERSON WHOSE REMUNERATION IS REVISED**

S. no.	Particulars/ Subject	Mr. Kada Narayana Rao
1	Background details	Detailed in explanatory statement as above.
2	Past Remunerations	Detailed in explanatory statement as above.
3	Recognition or awards	Detailed in explanatory statement as above.
4	Job Profile and his suitability	Detailed in explanatory statement as above.
5	Remunerations Proposed	As fully set out in the resolution of item no. 1 of the Notice.
6	Comparative remuneration profile with respect to industry, size of the company, profile of the position & person	Considering the responsibility shouldered by him, remuneration proposed to him is comparatively low with Industry standards and Board level positions held in similar sized and similarly positioned Organizations.
7	Pecuniary relationship directly or indirectly with the company or relationship with the managerial personnel, if any.	He does not hold any equity shares in the company and doesn't have any relationship with the managerial personnel.

**III. OTHER INFORMATION**

1	Reasons for loss or inadequate profits	FY 22 is a year of unprecedented challenges arising out of the second wave and third wave of spread of the COVID-19 pandemic. Domestic traffic recovery was constrained by the capping of capacity by the government (initially 60% and eventually increased to 85% by end of Q2; currently 100% from 18 <sup>th</sup> October, 21). Scheduled International Operation is yet to start. Current onset of 3 <sup>rd</sup> wave have again resulted in drastic drop in passenger traffic and
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		<p>drastic revenue fall for airport operator. While the revenues are impacted severely, cost for airport operator remains high (~85% fixed in nature) and thereby resulting in significant impact to the business of the Company.</p>
2	<p>Steps taken or proposed to be taken for improvement.</p>	<p><u>Traffic Growth</u></p> <ul style="list-style-type: none"> <li>● Engagement with airlines to deploy capacities with the ease in restriction of capacities.</li> <li>● Cargo volume increase by expanding our network through hub operations and more destinations.</li> <li>● Enhancing international traffic growth through improved Transfer options, Bubble arrangements and improved MCT.</li> </ul> <p><u>Business Continuity</u></p> <ul style="list-style-type: none"> <li>● Extensive consultations held with all stakeholders across airports to understand concerns and provision for mutually sustainable arrangements thereby ensuring business continuity in such difficult times.</li> <li>● Multiple terminal in operation to facilitate the passenger convenience.</li> <li>● Steps to build passenger Confidence.</li> <li>● Joint development of SOP for resumption of airport operation for airports with Ministry of Civil Aviation (MoCA).</li> <li>● Development of Air Suvidha Portal in collaboration with MoCA for Simplifying International Arrivals into the country. First airport in India to set up RT-PCR testing lab at airport premise.</li> <li>● Implemented best practices for alleviating risk of infection and transmission within airport ecosystem.</li> </ul>

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		<ul style="list-style-type: none"> <li>• Delhi airport has been voted as Best Airport in India / Central Asia for 3<sup>rd</sup> consecutive year in Skytrax ranking.</li> <li>• Only airport in India bestowed with Covid-19 Airport Excellence Award.</li> <li>• Improved world's top ranking to 45 – Only airport in India among Top 50 airports in the world.</li> </ul> <p><u>Planned Steps</u></p> <ul style="list-style-type: none"> <li>• F&amp;B and Retail digitization &amp; Provision of contactless commerce for retail and F&amp;B ordering and payments.</li> <li>• Monetization of existing assets: MLCP, New advertising opportunities.</li> <li>• Contactless check-in through Scan &amp; Fly, i-CUSS (intelligent CUSS), e-BCR (boarding card readers) at forecourt and PESC area.</li> </ul>
3	Expected increase in productivity and profits in measurable terms	<p>Based on the above initiatives, DIAL expects a growth in FY 22 over FY 21 as below:</p> <ul style="list-style-type: none"> <li>• Passenger traffic: 60%</li> <li>• ATMs: 38%</li> <li>• Cargo: 19%</li> </ul> <p>As a resultant of the enhanced passenger traffic and through other efficiency improvements, DIALs gross revenue for FY 22 are expected to be 22% higher than FY 21.</p> <p>This will also lead to an improvement in EBITDA in FY 22 as compared to in FY 21. However, due to the increased interest cost and depreciation from the operationalization of 4<sup>th</sup> runway the overall PBT for the business may be slightly lower than FY 21.</p>



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**IV. Disclosures**

The requisite disclosures of remuneration package etc. have been mentioned in the respective resolution(s) read with their respective Explanatory Statement(s). At present, there is no stock option scheme available in the Company.

The respective Explanatory Statement(s) together with other allied documents, being referred in the resolution shall be construed to be memorandum setting out the terms of the appointment/ re-appointment as specified under Section 190 of the Companies Act, 2013.

Information pursuant to 1.2.5 of the Secretarial Standard on General Meetings (SS- 2) regarding Director seeking appointment / re-appointment

Name	Mr. Kada Narayana Rao
DIN	00016262
Age	66 Years
Qualification	B.Com, CA, CS, ICWA and CIMA
Experience	More than 42 Years
Terms & Conditions of re-appointment	As explained in the resolution
Details of remuneration sought to be paid	As mentioned in the resolution
Last drawn remuneration	₹ 191.07 lakhs
Date of first appointment on the board	17.04.2007
Relationship with directors, managers & KMP	Not related
Number of shares held	NIL
Number of Board meeting attended during the Year till date (2021-2022)	4 out of 4
Other directorships	GMR Goa International Airport Limited Geokno India Private Limited
Chairman/member of the committees of boards of other companies	GMR Goa International Airport Limited – Audit Committee Member  <u>OTHER COMMITTEES</u> GMR Goa International Airport Limited – Share Allotment and Transfer Committee Member



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As required under the provisions of Section 196, 197, Schedule V of the Companies Act, 2013 (Act) and any other applicable provisions of the Act, the special resolution is being placed before the members/shareholders for approval.

Except Mr. K. Narayana Rao, being the appointee, and his relatives, none of the Directors and/or Key Managerial Personnel of the Company and/or their respective relatives are concerned or interested financially or otherwise in the resolution set out in Item No. 1 of the accompanying Notice.

The Board recommends the Special Resolution set out at Item No. 1 of the Notice for the approval by the Members.

By Order of the Board of Directors  
For Delhi International Airport Limited

Abhishek Chawla  
Company Secretary  
Mem. No. F8118  
Address: 5061, Ace Golfshire, Sector-150, Noida-201301

Date: February 03, 2022  
Place: New Delhi