

**MINUTES OF THE 11/2014-15 MEETING OF THE BOARD OF DIRECTORS OF ENVIROTECH SYSTEMS PRIVATE LIMITED HELD ON WEDNESDAY, 14<sup>TH</sup> JANUARY, 2015 TO BE COMMENCED AT 11.00 A.M AT THE REGISTERED OFFICE OF THE COMPANY AT A-29, BLOCK-A, SHYAM VIHAR PHASE-I, NEW DELHI-110043**

**DIRECTORS PRESENT**

Mr. Manoj Kumar Gupta                      Director  
Mrs. Sindhu Gupta                              Director

**1. CHAIRPERSON**

Mr. Manoj Kumar Gupta presided as Chairperson of the Meeting. He thanked the other Directors present and took the chair.

**2. LEAVE OF ABSENCE:**

All the directors were present, hence no Leave of absence was sought.

**3. QUORUM:**

The business before the meeting was taken up after having established that the requisite quorum was present.

**4. MINUTES OF THE PREVIOUS MEETING:**

The minutes of the previous meeting of the members held on 08<sup>th</sup> December, 2014 were confirmed and signed by the Chairman.

**5. TO APPROVE THE CREDIT FACILITIES:**

The chairman informed the Board that the company requires credit facilities for submission of bid for 06 NOS ACOUSTIC ENCLOSURE against tender No. SDI5583P15 dated, 04.12.2014 of the OIL INDIA LIMITED, DULIAJAN, ASSAM. The Chairman further informed that it requires the approval of board to apply to the Bank for availing credit facility of single transaction of BANK GUARANTEE TOWARDS BID. The Board discussed the matter and following resolution was Passed in this regards:

**"RESOLVED THAT** the consent of the Board of directors of the Company be and is hereby obtained to apply for availing a BANK GUARANTEE TOWARDS BID of Rs. 2,03,000.0 (Two Lakh Three Thousand Only) for Supply of 06 NOS ACOUSTIC ENCLOSURE, from Oriental Bank of Commerce, H-1/A-7, Sector-63, Noida, on terms and conditions agreed upon with Bank.

**RESOLVED FURTHER THAT** any one of Messrs Envirotech Systems pvt. Ltd.- Managing Director, Manoj Kumar Gupta, Sindhu Gupta- directors of the Company, be and are hereby severally authorized to make, sign and execute on behalf of the Company such deeds, documents, agreements, undertakings all other necessary papers as may be required including documents for creation of security, if any, to accept modifications to the same as may be necessary and to

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do all such acts, deeds and things that may be required or considered necessary or incidental for availing of the said Bank guarantee and for creation of security in favour of the Bank.

**RESOLVED FURTHER THAT;** if necessary, the common seal of the Company be affixed on such deeds and documents in the presence of any of M/s Envirotech Systems Pvt. Ltd. Managing director, Manoj Kumar Gupta and Sindhu Gupta- Directors of the Company who shall sign the same in token thereof.

**RESOLVED FURTHER THAT,** a certified true copy of the said resolution be furnished to all concerned under signatures of any abovementioned directors.

**6. ANY OTHER ITEM WITH THE PERMISSION OF THE CHAIR:**

There being no other matter to be transacted, the meeting terminated with a vote of thanks to the Chair.

CHAIRMAN

PLACE: Delhi  
DATE: 02/03/2015

Date of Preparation and Entry:

CHAIRMAN'S INITIALS