

**NOTICE OF 1ST EXTRA-ORDINARY GENERAL MEETING
FOR THE FINANCIAL YEAR 2025-26 OF
INSTANT TRANSPORT SOLUTION PRIVATE LIMITED ("THE COMPANY")**

To,
Members,
Directors and
Auditors

Notice is hereby given that 1st Extra-Ordinary General meeting ("EGM") of the Members of Instant Transport Solution Private Limited for the Financial year 2025-26, will be held at shorter notice on Tuesday, 13th May 2025 at 5.30 P.M. through Video Conferencing or Other Audio Visual Means ("VC / OAVM") from at 1401, 14th floor, Ocus Medley, Sector-99, Gurugram, Basai Road, Gurgaon, Haryana 122001 ("Corporate office"), to transact the following special business:

ITEM NO. 1

**SHIFTING OF REGISTERED OFFICE AND CONSEQUENT ALTERATION OF SITUATION
CLAUSE OF MEMORANDUM OF ASSOCIATION:**

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

"**RESOLVED THAT** pursuant to the provisions of sections 12, 13 of the Companies Act, 2013 ("the Act") read Rule 30 of the Companies (Incorporation Rules), 2014, and other applicable provisions, if any, of the Act as amended from time to time or any other law for the time being in force (including any statutory modification or amendment thereto or re-enactment thereof for the time being in force) and subject to the approval of the Central Government / Regional Director, Northern Region, or such other Regulatory Authority, the consent of the Members of the Company be and is hereby accorded to the Board of Directors to shift the Registered Office of the Company from from National Capital Territory of Delhi ("NCT of Delhi") to the State of Haryana [from one state to another but within the jurisdiction of same Registrar of Companies ("ROC") i.e. ROC – Delhi & Haryana] and Clause 2. of the Memorandum of Association of the Company be altered accordingly and substituted as under:

"2. The Registered Office of the Company will be situated in the State of Haryana."

RESOLVED FURTHER THAT for the purpose of giving effect to the above resolution, the Board of Directors or Company Secretary of the Company or any other officer so authorised by the Board, be and is hereby severally authorised on behalf of the Company to engage such professional and to sign documents including but not limited to petitions, applications, affidavits and undertakings as may be necessary or furnish such information and do such things as may be necessary in relation to the shifting of Registered Office of the Company."

BY ORDER OF THE BOARD

For Instant Transport Solution Private Limited

For Instant Transport Solution Pvt. Ltd.

Jasveer Singh
Director & Chief Executive Officer
DIN:01272362
Add: D-153, Raheja Vedanta, Near Dwarka
Expressway, Sector-108, Dharampur, Bajghera
Gurgaon, Haryana-122017

Director

Date: 13th May 2025
Place: Gurugram

NOTES:

1. The Meeting will be conducted through Video Conferencing as per permitted by the Ministry of Corporate Affairs to hold the General Meeting ("GM") through Video Conferencing ("VC") or Other Audio Visual Means ("OAVM").
2. Since the meeting will be conducted through VC/OAVM, the facility to appoint proxy to attend and cast vote for the Members is not available for this Extraordinary General Meeting ("EGM") and hence the Proxy Form and Attendance Slip are not annexed to this Notice.
3. Members, Board of Directors, Auditors including their representatives and other invitees may attend the EGM, by following the invitation link which would be sent to their registered email ids separately.
4. The attendance of the Members attending the EGM through VC/OAVM will be counted for the purpose of reckoning the quorum under section 103 of the Companies Act, 2013.
5. The facility for joining the Meeting shall be kept open from 15 minutes before the time scheduled to start the meeting and 15 minutes after the expiry of the said scheduled time. In case of any technical assistance required for attending the Meeting through the aforesaid mode, the Member shall contact bharat@instant-transport.com for any query before or during the Meeting.
6. Members will be able to locate the Meeting ID and Join Meeting tab by clicking on the invitation link and will be redirected to the Meeting room through their browser or by running temporary application.
7. The voting shall be conducted by show of hands. However, in case a poll is required to be taken during the EGM on any resolution, the same shall take place during the meeting and in such case, the members can convey/send their vote on the following e-mail ID: bharat@instant-transport.com Further, the members can convey/send their vote, in case poll is demanded, only through their email addresses registered with the Company given at the time of registration.
8. Members are encouraged to join the Meeting through Laptops for better experience.
9. In case of Android/iPhone connection, participants will be required to download and install the appropriate application as given in the mail to them. Application may be downloaded from Google Play Store/ App Store.
10. Further, members will be required to allow Camera and use Internet audio settings as and when asked while setting up the meeting on Mobile App.
11. Please note that participants connecting from Mobile Devices or Tablets or through Laptop connecting via Mobile Hotspot may experience Audio/Video loss due to Fluctuation in their respective network. It is therefore recommended to use Stable Wi-Fi or LAN Connection to mitigate any kind of aforesaid glitches.
12. Since the EGM will be held through VC/OAVM, the Route Map is not annexed to the Notice.
13. Explanatory Statement as required under Section 102 of the Companies Act, 2013 with respect to Special Business provided in the Notice, is annexed hereto and forms part of the Notice.

14. All the documents referred to in the Notice are open for inspection of the Members at the registered office of the Company on all working days during business hours and will also be available at the venue of the Meeting during the continuance of the meeting.
15. Meeting Link: <https://teams.live.com/join/935589094593?p=Rkl7ic72DjiuMa3DFG>

BY ORDER OF THE BOARD

For Instant Transport Solution Private Limited

For Instant Transport Solution Pvt. Ltd.

Director

Jasveer Singh
Director & Chief Executive Officer
DIN:01272362
Add: D-153, Raheja Vedanta, Near Dwarka
Expressway, Sector-108, Dharampur, Bajghera
Gurgaon, Haryana-122017

Date: 13th May 2025

Place: Gurugram

EXPLANATORY STATEMENT ANNEXED TO THE NOTICE PURSUANT TO SECTION 102 (1) OF THE COMPANIES ACT, 2013

The following is the Explanatory Statement as required by the Companies Act, 2013, sets out all material facts relating to special business mentioned in the accompanying notice for convening the Extra-Ordinary General Meeting ("EGM") of the Members of the Company:

ITEM No. 1**SHIFTING OF REGISTERED OFFICE AND CONSEQUENT ALTERATION OF SITUATION CLAUSE OF MEMORANDUM OF ASSOCIATION:**

For the efficient operational connectivity and cost efficiency it is considered appropriate that the registered office of the Company be shifted from 'Plot IN KH. NO- 7/3MIN, F/F, Bijwasan Road, Village Kapashera, Palam Airport, South West Delhi, New Delhi, Delhi- 110037' to '**1401, 14th Floor, Ocus Medley, Sector 99 Gurugram, Basai Road, Gurgaon, Basai Road, Haryana-122001**' i.e. from National Capital Territory of Delhi ("NCT of Delhi") to the State of Haryana [from one state to another but within the jurisdiction of same Registrar of Companies ("ROC") i.e. ROC – Delhi & Haryana] and accordingly situation clause of the Memorandum of Association ("MOA") of the Company be altered.

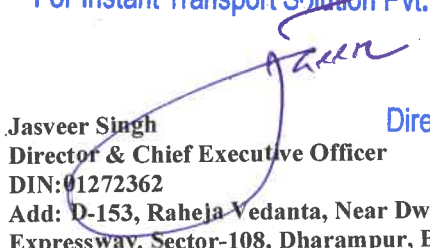
The proposed change will in no way be detrimental to the interest of any Members, public or any other person in any manner whatsoever.

The proposed shifting of the Registered Office from NCT of Delhi to the State of Haryana [from one state to another but within the jurisdiction of same Registrar of Companies ("ROC") i.e. ROC – Delhi & Haryana] will be in terms of the provisions of Section 12 and Section 13 of the Companies Act, 2013 read with Rules made thereunder, requires approval of the Members by way of Special Resolution. The Board is of the opinion that the Special Resolution as set out at Item No. 1 is in the best interest of the Company and hence recommends the same for your approval.

After seeking approval of the Members of the Company, the Company shall make necessary applications to the Central Government / Regional Director, Northern Region, or such other regulatory authority seeking approval to shift the registered office of the Company from one state to another.

None of the Directors, Key Managerial Persons of the Company or their relatives are concerned or interested (financial or otherwise) in the resolution as set out in Item No. 1 of the accompanying notice for the approval of the Members of the Company as Special Resolution.

BY ORDER OF THE BOARD**For Instant Transport Solution Private Limited****For Instant Transport Solution Pvt. Ltd.**


Jasveer Singh
Director & Chief Executive Officer
DIN: 01272362
Add: D-153, Raheja Vedanta, Near Dwarka Expressway, Sector-108, Dharampur, Bajghera Gurgaon, Haryana-122017

Director**Date: 13th May 2025****Place: Gurugram**