

PUNJAB COMMUNICATIONS LIMITED
B-91, Phase-VIII, Industrial Area, SAS Nagar (Mohali)-160071

Appointment of Practicing Company Secretary

13th June, 2024

PUNCOM invites applications / quotes for the appointment of Practicing Company Secretary (PCS) for the Financial Year 2024-25 for the following activities / certifications :-

- **Related to Annual General Meeting / Annual Report of the Company**

- (i) Appointment as Scrutinizer for the forthcoming AGM
- (ii) Certificate on Corporate Governance
- (iii) Certificate of Non-Disqualification of Directors

- **Related to BSE Compliances**

- (iv) Issuing of Reconciliation of Share Capital Audit Report of the Company on quarterly basis
- (v) Issuing of Certificate under Regulation 40(9) of the SEBI (LODR) Regulations, 2015 for the Financial Year 2024-25

The PCS/Firm must have experience with listed companies having their office in tri-city i.e. Chandigarh, Panchkula & Mohali.

TIME PERIOD FOR SUBMISSION: 13th June, 2024 to 24th June, 2024. The application along with professional fees quoted should reach by hand/post/courier in a sealed envelope or through email on or before 24th June, 2024, latest by 5:00 p.m. at the following address:-

COMPANY SECRETARY
PUNJAB COMMUNICATIONS LIMITED
B-91, Phase-VIII, Industrial Area,
SAS Nagar (Mohali)-160071
Email_id : shareholders@puncom.com