



**S. T. SERVICES LIMITED**

92B, Chittaranjan Avenue  
2nd Floor, Kolkata -700 012  
Phone: 2236-6439  
Fax : (033) 2212-0907

Email : stservices1989@gmail.com

Dated: 27-11-2013

To  
The Secretary,  
The Calcutta Stock Exchange Association Ltd.,  
7, Lyons Range,  
Kolkata - 700 001

Sub. : Filing of Audited Balance Sheet as on 31-03-2013 as per Clause - 32

Dear Sir,

Please find enclosed the 6(six) Certified copies of Director's Report, Audited Balance Sheet and Profit & Loss Account for the period ended on 31-03-2013.

Thanking you.

For S. T. Services Limited

(Goutam Mondal)  
Director



**24th Annual Report  
2012 – 2013**



**S T SERVICES LIMITED**

**S T SERVICES LIMITED**  
**CORPORATE INFORMATION**

<b>Directors</b>	: Goutam Kumar Mondal Nikhil Patodia Shiv Kumar Jaria Sushanta Mondal
<b>Bankers</b>	: Indian Bank HDFC Bank
<b>Auditors</b>	M/s. S. Jaykishan. Chartered Accountants 12, Ho-Chi Minh Sarani, Suite No. 2D, 2E, 2F 2 <sup>nd</sup> Floor, Kolkata - 700 071
<b>Registered Office</b>	: 92B, Chittaranjan Avenue, 2 <sup>nd</sup> Floor, Kolkata – 700 012
<b>Electronic Registrar</b>	: S. K. Infosolutions Pvt. Ltd. 34/1A, Sudhir Chatterjee St. Kolkata – 700 006

## S T SERVICES LIMITED

Notice is hereby given that the 24<sup>th</sup> Annual General Meeting of the members of S T Services Limited will be held at its registered office 92B, Chittaranjan Avenue, 2<sup>nd</sup> Floor, Kolkata – 700 012 on Saturday the 28<sup>th</sup> Day of September, 2013 at 11.30 A. M. to transact the following business :

### ORDINARY BUSINESS

1. **Adoption of Audited Accounts**

To consider and adopt the Audited Balance Sheet as at 31<sup>st</sup> March 2013 and Profit & Loss Account for the year ended 31<sup>st</sup> March 2013 along with the Directors report and the Auditors Report thereon.

2. **Re Appointment of Director**

To appoint a Director in place of Mr. Sushanta Mondal who retires by rotation in terms of Article 89 of Articles of Association of the Company and being eligible, offers himself for re – appointment.

3. **Appointment of Auditors**

To appoint M/s S. Jaykishan, Chartered Accountants, as Auditor of the Company for the period commencing from the conclusion of this meeting till the conclusion of the next Annual General Meeting and to authorise the Board of Directors of the Company to fix their remuneration.

By Order of the Board  
For S T Services Limited

SD/=   
(Goutam Kumar Mondal)  
Chairman

Place : Kolkata  
Date : 27/08/2013.

### NOTES:

1. A member entitled to attend and vote is entitled to appoint a proxy to attend and vote instead of himself and the proxy need not be a member. Proxies, in order to be effective, must be received by the Company at its registered office not less than 48 hours before the meeting.
2. All documents referred to in the accompanying Notice are open for inspection at the Registered Office of the Company on all working days except Saturday and Sunday between 11.00 A.M. and 2 P.M upto the date of Annual General Meeting
3. Register of Members and the Transfer Books for Equity shares shall remain closed from Thursday 19<sup>st</sup> September 2013 to Saturday 28<sup>th</sup> September, 2013,(Both days inclusive)
4. Members/Proxies should bring the attendance slip duly filed in for attending the Meeting
5. Corporate members intending to send their authorized representatives to attend the Annual General Meeting are requested to send to the Company at its registered office a duly certified copy of the Board Resolution authorizing their representatives to attend and vote at the Annual General Meeting.



## S T SERVICES LIMITED

### DIRECTORS' REPORT

To

The Members

The Directors of S T Services Limited have pleasure in presenting the 24<sup>th</sup> Annual Report together with Audited Statement of Accounts of the Company for the year ended 31st March, 2013.

### FINANCIAL HIGHLIGHTS

The highlights of the year's operation with a comparison to last year are, as follows:-

<u>Particulars</u>	<u>2012-2013</u>	<u>2011-2012</u>
Sales & Other Income	1878185	1920419
Profit before Depreciation & Taxation	114240	91618
Less: Depreciation	28656	16370
Profit before Taxation	85584	75248
Provision for Taxation	(18491)	(24766)
Provision for Deferred Tax	( 7744)	1725
Profit after Taxation	59349	52207
Add: Contingent Provisions against Standard Assets	30916	(4184)
Less: Provision for tax for earlier year	10038	--
Add: Balance of Profit transferred from Last year	1369992	1336969
Profit available for appropriation	1450219	1384992
Transfer to Special Reserve	(12000)	(15000)
Surplus Carried Forward to Balance Sheet	1438219	1369992

### DIVIDEND

With a view to consolidate the financial position of the Company, your Directors recommend to retain the profits as reserve.

### OPERATIONS

The Company has been able to earn a reasonable profit from its operations. Steps are being taken for further improvement.

### LISTING OF SHARES OF THE COMPANY

The shares of the Company are listed in Kolkata, Ahmedabad and Jaipur Stock Exchanges. The Annual listing Fees have been paid to the above mentioned Stock Exchanges regularly.

### DIRECTORS

Mr. Sushanta Mondal retires by rotation in terms of Article 89 of Articles of Association of the Company and being eligible, offers himself for re-appointment.

## S T SERVICES LIMITED

### STATUTORY INFORMATION

1. Conservation of Energy, Technology absorption, Foreign Exchange Earning and outgo
  - i) The Company has no activities relating to conservation of energy or technology absorption hence this part of Section 217(i) (e) of the Companies Act, 1956 is not applicable to the Company.
  - ii) Foreign Exchange Earnings Rs. Nil
  - iii) Foreign Exchange Outgo Rs. Nil
2. Particular's of Employees  
The Company has not paid any remuneration attracting the provisions of Companies (Particulars of Employees) Rules, 1975 read with Section 217 (2A) of the Companies Act, 1956. Hence, no information is required to be appended to this report in this regard.
3. Public Deposits  
The Company has not invited/accepted any public deposits within the meaning of Section 58A of the Companies Act, 1956 from the public during the year, as such no amount of Principal or interest was outstanding on the date of the Balance Sheet.

### AUDITORS

M/s S. Jaykishan, Chartered Accountants, retires at the conclusion ensuing annual general meeting and being eligible, offer them-selves for re-appointment. Members are requested to appoint the auditors and fix the remuneration payable to them.

The Notes to the Accounts referred to in the Auditors Report are self explanatory and therefore, do not call for any further explanations under Section 217(3) of the Companies Act, 1956.

### CORPORATE GOVERNANCE

The report on Corporate Governance as prescribed by the Listing Agreement is annexed and forms a part of the Annual Report. The Auditors Certificate on compliance of the provisions of Corporate Governance as mentioned in the Listing Agreement is also attached.

### CEO/CFO CERTIFICATION

The Chief Financial Officer of the Company has submitted a certificate to the Board as required under clause 49 of the Listing Agreement for the year ended 31.03.2013.

### DIRECTORS' RESPONSIBILITY STATEMENT

In pursuance of the provisions of section 217(2AA) of the Companies Act, 1956, your Directors make the following statement:-

1. That in the preparation of the Annual Accounts, the applicable Accounting Standards have been followed and there were no material departures from prescribed accounting standards;
2. That the Board have selected such accounting policies and applied them consistently and made judgments and estimates that are reasonable and prudent so as to give a true and fair view of the state of affairs of the Company at the end of the financial year and of the profit or loss of the Company for that period.
3. That they have taken proper and sufficient care for the maintenance of adequate accounting records, in accordance with the provisions of the Companies Act, 1956, for safeguarding the assets of the Company and for preventing and detecting fraud and other irregularities; and
4. That they have prepared the Annual Accounts ongoing concern basis.



## S T SERVICES LIMITED

### COMPLIANCE CERTIFICATE

For the purpose of Section 383A (1) of the Companies Act, 1956 the Compliance Certificate attached herewith is self-explanatory and do not call for any further clarifications from the Board.

### INTERNAL CONTROL SYSTEMS

The Company has in place adequate internal control systems and procedures commensurate with the size and nature of the business. These systems and procedures provide reasonable assurance of maintenance of proper accounting records, reliability of financial information, protection of resources and safeguarding of assets against unauthorized use.

### RBI GUIDELINES FOR NON BANKING FINANCIAL COMPANIES

The company has observed all the prudential norms prescribed by the Reserve Bank of India. The Schedule as required in terms of Paragraph 9BB of Non-Banking Financial Companies Prudential Norms (Reserve Bank) Directions, 2008 is annexed herewith.

### ACKNOWLEDGEMENT

Your Directors place on record their appreciation of the assistance and support extended by the Company's Clients, Bankers, other Governments Agencies and Investors. The Board also expresses their gratitude to Employees, Financial Advisors and the Shareholders of the Company for their continuing support and co-operation in various activities of the Company.

On behalf of the Board

### Registered office:

92B, Chittaranjan Avenue, 2<sup>nd</sup> Floor,  
Kolkata – 700 012

SD/-  
Goutam Kr. Mondal  
Chairman

Dated: The 27<sup>th</sup> Day of August, 2013

## S T SERVICES LIMITED

### CERTIFICATION BY DIRECTOR AND CHIEF FINANCIAL OFFICER TO THE BOARD

We, Goutam Kumar Mondal, Director and Sushanta Mondal, Financial Officer of S T Services Limited, certifies that:

1. We have received the financial statements for the year and that to the best of our knowledge and belief;
  - a. these statements do not contain any materially untrue statement or omit any material facts or contain statements that might be misleading ;
  - b. these statements give a true and fair view of the state of affairs of the company and of the results of operations and cash flows. The financial statements have been prepared in conformity, in all respects, with the existing generally accepted accounting principles including Accounting Standards, applicable laws and regulations.
2. There are, to the best of our knowledge and belief, no transaction entered into by the company during the years which are fraudulent, illegal or violative of the company's code of conduct.
3. We indicate to the auditors and to the audit committee :
  - a) Significant changes in internal control over financial reporting during the year ;
  - b) Significant changes in accounting policies during the year;
  - c) Instances of significant fraud of which we have become aware of and which involve management or other employees who have significant role in the company's internal control system over financial reporting. However, during the year there were no such changes or instances.

SD/=

Goutam Kr. Mondal  
Director

SD/=

Nikhil Patodia  
Director

SD/=

Sushanta Mondal  
Financial Officer

Date : 27-08-2013.

Place : Kolkata



## S T SERVICES LIMITED

### REPORT ON CORPORATE GOVERNANCE

#### 1. COMPANY'S PHILOSOPHY ON CODE OF GOVERNANCE

Effective Governance at S T Services Limited is directed at the enhancement of shareholders' value while protecting the interests of the other stakeholders.

#### 2. BOARD OF DIRECTORS- COMPOSITION:

The Board of Directors consists of four Non-Executive independent Directors.

The Board of Directors meets atleast once in a quarter, with a maximum gap of four months between any two meetings, to review the Companies performance and financial results and more often, if considered necessary, to transact any other business.

The details of composition of the Board of Directors are as follow:

Name	Status	No. of Directorship In other Companies excluding Directorships held in Private Limited Companies	No. of Committee Membership in other companies	Date of Appointment
Mr. Goutam Kumar Mondal	Non-Executive Independent Director	--	--	18/08/1998
Mr. Sushanta Mondal	--Do--	--	--	09/06/2003
Mr. Shiv Kr. Jaria	--Do--	--	--	24/10/2006
Mr. Nikhil Patodia	--Do--	--	--	30/04/2007

During the year under review, Seven Board Meetings were held, the dates are as follows:

30<sup>th</sup> April 2012, 30<sup>th</sup> July 2012, 31<sup>st</sup> August, 2012, 31<sup>st</sup> October 2012, 29<sup>th</sup> December 2012, 30<sup>th</sup> January 2013, 30<sup>th</sup> March 2013.

The Annual General Meeting was held on 29<sup>th</sup> September 2012.

Following are the details of attendance of Directors at the Board Meetings and at the Annual General Meeting held during the year:

Directors	No. of Board Meeting held during the tenure of the Directors	No. of Board Meeting attended	Last AGM Attendance
Mr. Goutam Kr. Mondal	7	7	Present
Mr. Sushanta Mondal	7	7	Present
Mr. Shiv Kr. Jaria	7	7	Present
Mr. Nikhil Patodia	7	7	Present

No sitting fees were paid for attending Board Meetings/Committee Meetings.

## S T SERVICES LIMITED

### 3. AUDIT COMMITTEE:

The Audit Committee consists of 2/3<sup>rd</sup> of the independent directors. The terms of reference of this Committee are wide enough covering the matters specified for Audit Committee under the Listing Agreements with the Stock Exchanges and the provision of Section 292A of the Companies Act-1956.

The composition, names of directors, and the Broad Terms of Reference to the Audit Committee are as follows:

Name	Position Held	No. of Audit Committee Meetings	Attended
Mr. Goutam Kr. Mondal	Member	4	4
Mr. Sushanta Mondal	Chairman	4	4
Mr. Shiv Kr. Jaria	Member	4	4

#### Broad Terms of Reference to Audit Committee:

The term of reference of the Audit Committee include the powers as stipulated in clause 49 II (c) of the Listing agreement and the role as laid down in clause 49 II (D) of the Listing Agreement.

The Company does not have any Company Secretary; however Mr. Sushanta Mondal, director and compliance officer has requisite expertise to comply rules & regulations under various applicable statutory acts.

### 4. SHAREHOLDERS & INVESTOR GRIEVANCE COMMITTEE:

#### Composition

The role of the committee is to look into the redressing of share holders and investors complaints like transfer of shares, non-receipt of Balance Sheet, Non-receipt of share Certificates etc.

Name and Designation of the Compliance Officer: Mr. Sushanta Mondal, Director.

The Meeting of the Shareholders Grievance Committee was held on 26<sup>th</sup> July, 2012 and 30<sup>th</sup> March, 2013.

#### Status of shareholder's Complaints:

The status of investor's complaints after Committee formation is as follows:

1	Total Number of Complaints Received	:	Nil
2	No. of Complaints pending as on 31/03/2013	:	Nil
3	No. of pending share transfer as on 31/3/2013	:	Nil

### 5. ANNUAL GENERAL MEETINGS:

Particulars	FY 2010 – 2011	FY 2011 – 2012	FY 2012 – 2013
Date and Time	30.09.2011 At 11:30 A.M	29.09.2012 At 11:30 A.M.	28.09.2013 At 11:30 A.M.
Venue	92B, C. R. Avenue, 2 <sup>nd</sup> Floor Kolkata- 700 012	92B, C. R. Avenue, 2 <sup>nd</sup> Floor Kolkata- 700 012	92B, C. R. Avenue, 2 <sup>nd</sup> Floor Kolkata- 700 012

No special resolution requiring Postal Ballot was placed at these meetings or to be proposed in any ensuing annual general meeting.



## S T SERVICES LIMITED

### 6. DISCLOSURES:

- A. There was no materially significant related party transaction i.e. transaction of material nature, with its promoters, the directors or the management, their subsidiaries or relatives etc. that may have potential conflict with the interests of company at large.
- B. **Disclosures on compliance of law:**  
The Company has not made any non compliance within the provision of SEBI Act or any statutory authorities on any matter related to the Capital Market during the last three years.
- C. The Company has complied with all the mandatory requirements as per Clause 49 of the Listing Agreement with the Stock Exchanges.

### 7. MEANS OF COMMUNICATION:

The Annual, Half-yearly and Quarterly Results are submitted to the Stock Exchanges in accordance with the Listing Agreement and are published in English and also in a Bengali Leading Newspaper.

### 8. GENERAL SHAREHOLDERS INFORMATION:

**Registered Office** : 92B, Chittaranjan Avenue, 2<sup>nd</sup> Floor, Kolkata – 700 012,  
Phone No. 2236 6439,  
Email stservices@yahoo.com

**Annual General Meeting** : Date & Time: 28/09/2013 , at 11:30 a.m. Venue: Registered Office

**Financial Calendar (Tentative):**

Financial reporting for:

Quarter Ending 30/06/2013	End of July, 2013
Quarter and Half year ending 30/9/2013	End of October, 2013
Quarter ending December 31/12/2013	End of January, 2014
Quarter ending 31/03/2014	End of April, 2014

**Date of Book Closure** : 19/9/2013 to 28/09/2013 (both days inclusive)

**Listing at Stock Exchanges:**

- Calcutta Stock Exchange, Kolkata ( Stock Code : 10029463)
- Ahmedabad Stock Exchange, Ahmedabad ( Stock Code : 57357)
- Jaipur Stock Exchange, Jaipur ( Stock Code : 967 )

**Market price data: high, low, during each month in last financial year(CSE) :**

Details of share High/Low market price during 2012-2013, is given below:-

Month	High	Low
April 2012 to March 2013	97.50	97.50

### Registrar and Share Transfer Agent

Share transfers, dematerialisation of shares, dividend payment and all other investor related activities are being attended to and processed at the office of Registrar and Transfer Agent at the following address: **M/s S.K. Infosolutions Pvt. Ltd.**

34/1A, Sudhir Chatterjee Street,  
Kolkata: 700 006  
Phone No.: 2219 4815, 2219 6776  
Fax No. 2219 4815  
E-mail id: sksidilip@gmail.com



# S T SERVICES LIMITED

## PATTERN OF SHAREHOLDING AS AT 31<sup>ST</sup> MARCH, 2013.

Category of Share Holding as on 31 <sup>st</sup> March, 2013.	Category	No. of Shares held	% of Share holding
	▪ Promoters	5,20,550	10.41
	▪ Mutual Funds	Nil	Nil
	▪ Banks/Financial Institution/Insurance Companies	Nil	Nil
	▪ Foreign Institutional Investors	Nil	Nil
	▪ Other Companies	17,27,375	34.55
	▪ NRI's/OCBs	Nil	Nil
	▪ Individuals & Others	27,52,175	55.04
	<b>Total</b>	<b>50,00,100</b>	<b>100.00</b>

ISIN No. : INE907D01012

Outstanding GDRs/ : The Company has not issued any GDRs/ADRs/Warrants or any Convertible ADRs/Warrants or any instruments, conversion date and impact on equity.

## DISTRIBUTION OF SHAREHOLDINGS AS ON 31<sup>ST</sup> MARCH 2013

Range In No. of Shares	No. of Holders	Percentage	Total Shares	Percentage
0 to 500	324	64.30	159206	3.18
501 to 1000	16	3.17	12300	0.25
1001 to 2000	10	1.98	15800	0.32
2001 to 3000	7	1.39	18200	0.36
3001 to 4000	7	1.39	25400	0.51
4001 to 5000	10	1.98	48550	0.97
5001 to 10000	39	7.74	297804	5.96
10001 to 50000	65	12.90	1647029	32.94
50001 to 100000	16	3.17	1081260	21.62
100001 to Above	10	1.98	1694551	33.89
<b>Grand Total</b>	<b>504</b>	<b>100.00</b>	<b>5000100</b>	<b>100.00</b>

## S T SERVICES LIMITED

### 9. ADDRESS FOR CORRESPONDENCE:

92B, CHITTARANJAN AVENUE, 2nd Floor, Kolkata- 700 012.  
Telephone No. 033-2236 6439,

### 10. Re-Appointment of Director (As per Clause 49(IV)(G)(i) of the Listing Agreement.)

Mr. Sushanta Mondal is retiring by rotation at the forthcoming Annual General Meeting and is eligible for Re-appointment.

#### DECLARATION

I, Goutam Kumar Mondal, Director of S T Services Ltd., hereby declare that all the members of the Board of Directors and the Senior Management Personnel have affirmed compliance with the Code of Conduct, for the year ended 31<sup>st</sup> March 2013.

For S T Services Limited

SD/=

(Goutam Kr. Mondal)  
Director

Place : Kolkata  
Date : 27/08/2013



## S T SERVICES LIMITED

### AUDITORS' REPORT TO THE MEMBERS S T Services Limited

#### 1. Report on the Financial Statements

We have audited the accompanying financial statements of S T Services Limited, which comprise the Balance Sheet as at 31<sup>st</sup> March, 2013, and the Statement of Profit and Loss Account and Cash Flow Statement for the year then ended, and a summary of the significant accounting policies and other explanatory information.

#### 2. Management's Responsibility for the Financial Statements

The Company's Management is responsible for the preparation of these financial statements that give a true and fair view of the financial position and financial performance of the Company in accordance with the Accounting Standards referred to in sub-section (3C) of section 211 of the Companies Act, 1956 ("the Act"). This responsibility includes the design, implementation and maintenance of internal control relevant to the preparation and presentation of the financial statements that give a true and fair view and are free from material misstatement, whether due to fraud or error.

#### 3. Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with the Standards on Auditing issued by the Institute of Chartered Accountants of India. Those Standards require that we comply with the ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and the disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers the internal control relevant to the Company's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of the accounting estimates made by the Management, as well as evaluating the overall presentation of the financial statements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a reasonable basis for our audit opinion.

#### 4. Opinion

In our opinion and to the best of our information and according to the explanations given to us, the financial statements give the information required by the Companies Act, 1956 in the manner so required and give a true and fair view in conformity with the accounting principles generally accepted in India:

- (a) in the case of the Balance Sheet, of the state of affairs of the Company as at 31<sup>st</sup> March, 2013, and
- (b) in the case of the Statement of Profit and Loss, of the profit of the Company for the year ended on that date.
- (c) in the case of the Cash Flow Statement, of the cash flows for the year ended 31<sup>st</sup> March, 2013.

#### 5. Report on Other Legal and Regulatory Requirements

- I. As required by the Companies (Auditor's Report) Order, 2003("the Order") issued by the Central Government of India in terms of sub-section (4A) of section 227 of the Companies Act, 1956 we Annex hereto a statement on the matters specified in paragraphs 4 and 5 of the said Order.
- II. Further to our comments in the annexure referred to in paragraph 5(1) above as required by Section 227(3) of the Act we report that:

- a) We have obtained all the information and explanations which to the best of our knowledge and belief were necessary for the purposes of our audit.
- b) In our opinion, proper books of account as required by law have been kept by the Company so far as it appears from our examination of those books.
- c) The Balance Sheet and the Statement of Profit and Loss dealt with by this Report are in agreement with the books of account.
- d) In our opinion, the Balance Sheet and Statement of Profit and Loss comply with the Accounting Standards referred to in sub-section (3C) of section 211 of the Companies Act, 1956.

Contd.



- e) On the basis of the written representations received from the directors as on 31<sup>st</sup> March, 2013 and taken on record by the Board of Directors, we report that none of the directors are disqualified as on 31<sup>st</sup> March, 2013 from being appointed as a director in terms of clause (g) of sub-section (1) of section 274 of the Companies Act, 1956.
6. As required by the Non-Banking Financial Companies Auditors' Report (Reserve Bank) Directions, 2008 we further report as follows:
- a) That the Company has applied for registration as provided in section 45IA of the Reserve Bank of India Act, 1934.
  - b) It has received a Certificate of registration from the Reserve Bank of India bearing No. 05.00084.
  - c) The Board of Directors has passed a resolution for the non acceptance of any Public Deposit.
  - d) The Company has not accepted any Public Deposit during the year.
  - e) The Company has complied with the provisions of NBFC Prudential Norms (R.B.I.) Directions, 2008 relating to Income Recognition, Accounting Standards, Asset, Classification, and Provisioning of Bad and Doubtful Debts as applicable to it.

For S. Jaykishan  
Chartered Accountants

SD/=

(Ritesh Agarwal)  
Partner  
(M. No: 062410)  
Firm Registration No. 309005E  
Place of Signature: Kolkata  
Date: 27<sup>th</sup> August, 2013.

## S T SERVICES LIMITED

### Annexure to the Auditors Report

Referred to in paragraph 5(1) of our report of even date,

1.
  - a) The company has maintained proper records showing full particulars including quantitative details and situation of fixed assets.
  - b) All the assets have been physically verified by the management during the year. No material discrepancies were noticed on such verification.
  - c) During the year, the company has not disposed off any substantial part of fixed assets.
2. Stock in Trade is in the form of Shares, Debentures, etc. and as per AS-2 of the Institute of Chartered Accountants of India; they are not Inventories and hence, are not covered by Clause 2 of CARO, 2003.
3.
  - a) According to the information and explanations given to us, the Company has not granted any loans, secured or unsecured to companies, firms or other parties covered in the Register maintained under Section 301 of the Companies Act, 1956.
  - b) According to the information and explanations given to us, the Company has not taken any loans, secured or unsecured from companies, firms or other parties covered in the Register maintained under Section 301 of the Companies Act, 1956.
4. In our opinion and according to the information and explanations given to us, there are adequate internal control systems commensurate with the size of the company and the nature of its business with regard to purchases of inventory and fixed assets and with regard to the sale of goods and services. During the course of our audit, no major weakness has been noticed in the internal controls. Further, during the course of our audit we have neither come across and nor have been informed of any instance of continuing failure to correct major weaknesses in the aforesaid internal control procedures.
5.
  - a) Based on the audit procedures applied by us and according to the information and explanations provided by the management, we are of the opinion that the transactions that need to be entered into the register maintained under section 301 have been so entered.
  - b) In our opinion and according to the information and explanations given to us, the transactions made in pursuance of contracts or arrangements entered in the registers maintained under Section 301 have been made at prices which are reasonable having regard to prevailing market prices at the relevant time.
6. The Company has not accepted any deposits under the provisions of Sections 58A and 58AA of the Act and the rules framed there under.
7. According to the information and explanations given to us, the Company does not have a formal internal audit system.
8. The Central Government of India has not prescribed the maintenance of cost records by the Company under Section 209(1) (d) of the Act for any of its products.
9.
  - a) According to the records of the company, the company is regular in depositing undisputed statutory dues including provident fund, investor education protection fund, employees' state insurance, income-tax, sales-tax, wealth-tax, service tax, custom duty, excise-duty, cess and other statutory dues with appropriate authorities. Based on the audit procedures applied by us and according to the information and explanations provided by the management, there no arrears on statutory dues which has remained outstanding as at 31<sup>st</sup> March, 2013 for a period of more than six months from the date they became payable.
  - b) According to the records of the company, there are no dues of sale tax, income-tax, customs duty, wealth-tax, service tax, excise duty, cess which have not been deposited on account of any dispute.
10. The Company does not have any accumulated losses as at the end of the year and the Company has not incurred cash losses in the immediately preceding financial year.

Contd.



## S T SERVICES LIMITED

11. The company has no dues to a financial institution, bank or debenture holders and so the question of doubtful in repayment of dues does not arise.
12. Based on our examination of documents and records, we are of the opinion that the company has not granted any loans and advances on the basis of security by way of pledge of shares, debentures and other securities.
13. In our opinion, considering the nature of activities carried on by the Company during the year, the provisions of any special statute applicable to chit fund / nidhi / mutual benefit fund/societies are not applicable to it.
14. Based on our examination of the records and evaluation of the related internal controls, we are of the opinion that proper records have been maintained of the transaction and contracts in respect of shares and securities, and timely entries have been made in those records. We also report that the company has held the shares, securities, debentures and other investments in its own name or are held along with valid transfer deeds.
15. The company has not given any guarantee for loans taken by others from bank or financial institutions.
16. The company has not obtained any terms loans. Accordingly, Clause 4(xvi) of the order is not applicable.
17. On the basis of review of utilization of funds on overall basis, related information as made available to us and as represented to us by the management, funds raised on short term basis have not been used for long term investment during the year.
18. The company has not made any preferential allotment of shares to parties and companies covered in the Register maintained under section 301 of the Companies Act, 1956.
19. The company has not issued any debentures during the year and therefore the question of creating security in respect thereof does not arise.
20. The company has not made any public issue of any securities during the year and, therefore the question of disclosing the end use of money does not arise.
21. During the course of our examination of the books of account carried out in accordance with the generally accepted auditing practices in India, we have neither come across any instance of fraud on or by the Company, either noticed or reported during the year, nor have we been informed of such case by the management.

For S. Jaykishan  
Chartered Accountants

SD/=

(Ritesh Agarwal)  
Partner  
(M. No: 062410)  
Firm Registration No. 309005E  
Place of Signature: Kolkata  
Date: 27<sup>th</sup> August, 2013.



## S T SERVICES LIMITED

### AUDITOR'S CERTIFICATE

#### To The Members of S T Services Limited

We have examined the compliance of conditions of Corporate Governance by **S T Services Limited**, for the period ended 31<sup>st</sup> March, 2013 as stipulated in clause 49 of the Listing Agreement of the said company with stock exchanges of India.

The compliance of conditions of corporate governance is the responsibility of the management. Our examination was limited to the procedures and implementation thereof, adopted by the company for ensuring the compliance of the Corporate Governance. It is neither an audit nor an expression of opinion on the financial statements of the company.

In our opinion and to the best of our information and according to the explanations given to us, we certify that the company has complied with the conditions of Corporate Governance as stipulated in the Clause 49 of the Listing Agreement.

We further state that such compliance is neither an assurance as to the future viability of the company nor the efficiency or effectiveness with which the management has conducted the affairs of the company.

For S. Jaykishan  
Chartered Accountants

SD/-  
(Ritesh Agarwal)  
Partner  
(M. No: 062410)  
Firm Registration No. 309005E  
Place of Signature: Kolkata  
Date: 27<sup>th</sup> August, 2013.

# S T SERVICES LIMITED

## Balance Sheet as at 31st March'2013

	Note No.	As at 31st March 2013 Rs.	As at 31st March 2012 Rs.
<b>A EQUITY AND LIABILITIES</b>			
<b>1. SHARE HOLDERS' FUND</b>			
(a) Share Capital	2	49,647,750	49,647,750
(b) Reserves and Surplus	3	1,846,744	1,766,517
<b>Total Shareholder' Fund</b>		<b>51,494,494</b>	<b>51,414,267</b>
<b>2. NON-CURRENT LIABILITIES</b>			
Deferred tax Liabilities	4	6,060	-
<b>Total Non Current Liabilities</b>		<b>6,060</b>	<b>-</b>
<b>3. CURRENT LIABILITIES</b>			
(a) Other Current Liabilities	5	111,892	92,313
(b) Short-Term Provisions	6	74,926	121,696
<b>Total Current Liabilities</b>		<b>186,818</b>	<b>214,010</b>
<b>TOTAL EQUITY AND LIABILITIES</b>		<b>51,687,372</b>	<b>51,628,277</b>
<b>B</b>			
<b>1. NON CURRENT ASSETS</b>			
(a) Fixed Assets(Tangible assets)	7	172,829	77,722
(b) Deferred Tax Assets	8	-	1,684
(c) Other Non Current Assets	9	9,930	9,930
<b>Total Fixed Assets</b>		<b>182,759</b>	<b>89,336</b>
<b>2. CURRENT ASSETS</b>			
(a) Current investments	10	22,900,000	24,950,000
(b) Inventories	11	58,470	58,470
(c) Cash and Cash Equivalents	12	1,509,982	1,025,431
(d) Short-term Loans and Advances	13	27,036,160	25,505,040
<b>Total Current Assets</b>		<b>51,504,613</b>	<b>51,538,941</b>
<b>TOTAL ASSETS</b>		<b>51,687,372</b>	<b>51,628,277</b>

The Accompanying notes forming part of the financial statements

In terms of our attached report of even date

For S.Jaykishan

Chartered Accountants

On behalf of the Board of Directors

SD/=

(Ritesh Agarwal)

Partner

Membership No :62410

Firm Registration No.309005E

Place : Kolkata

Dated :27th August , 2013

SD/=

Goutam Kr. Mondal

Director

SD/=

Nikhil Patodia

Director

SD/=

Sushanta Mondal

Director

# S T SERVICES LIMITED

## Statement of Profit and Loss Account for the year ended 31-03-2013

Particulars	Note No	For the year ended 31 March, 2013	For the year ended 31 March, 2012
		Rs.	Rs.
<b>REVENUE</b>			
a) Revenue from Operation	14	1871715	1919739
b) Other Income	15	6470	680
Total Revenue		<b>1878185</b>	<b>1920419</b>
<b>EXPENSES</b>			
a) Changes in Inventories of Stock-in-Trade	16	-	-
b) Employee Benefits Expenses	17	802432	993757
c) Depreciation and Amortisation Expenses	7	28656	16370
d) Others Expenses	18	961513	835044
Total Expenses		<b>1792601</b>	<b>1845171</b>
Profit Before Tax		<b>85584</b>	<b>75248</b>
<b>Less : Tax expense</b>			
(a) Current Tax		18491	24766
(b) Deferred Tax		7744	(1725)
		<b>26235</b>	<b>23041</b>
Profit After Tax		<b>59349</b>	<b>52207</b>
Earnings per share (F.V. of Rs.10/- each):	22		
(a) Basic		0.01	0.01
(b) Diluted		0.01	0.01
The Accompanying notes forming part of the financial statements	1		

In terms of our attached report of even date

**For S.Jaykishan**  
Chartered Accountants

On behalf of the Board of Directors

SD/-  
**(Ritesh Agarwal)**

Partner  
Membership No :62410  
Firm Registration No.309005E  
Place : Kolkata  
Dated :27th August , 2013

SD/-  
Goutam Kr. Mondal  
Director

SD/-  
Nikhil Patodia  
Director

SD/-  
Sushanta Mondal  
Director



## S T SERVICES LIMITED

### 1. SIGNIFICANT ACCOUNTING POLICIES

#### (1) CONVENTION

The financial statements are prepared in accordance with the requirement of the Companies Act, 1956, including the mandatory Accounting Standards issued by the Institute of Chartered Accountants of India, as referred to in Section 211 (3C) of the Companies Act, 1956 and the Guidelines issued by the RBI under the historical cost convention on an accrual basis.

#### (2) FIXED ASSETS

These are stated at cost of acquisition or construction and subsequent improvements thereto including taxes, duties, freight and other specific expenses related to acquisition and installation less accumulated depreciation.

#### (3) DEPRECIATION

This has been provided in the accounts at written down value method at the rates as specified in the Schedule XIV of the Companies Act, 1956.

#### (4) INVESTMENTS

Quoted Shares and Securities are stated at cost of acquisition. Provision for diminution in the value of long term Investments is made, only if such decline is other than temporary. Unquoted Shares are stated at "cost price".

#### (5) INVENTORIES

Quoted Shares and Securities are stated at lower of "Cost" or "Market Price". Unquoted Shares are stated at "cost price".

#### (6) REVENUE RECOGNITION

Sales are accounted as and when contract notes/bills raised upon the parties. Items of Income and Expenditures are recognized on accrual basis.

#### (7) INCOME TAX

Provision for current income tax is made on the assessable income at the tax rate applicable to the relevant assessment year.

As per our Report of even date  
For S. Jaykishan  
Chartered Accountants

On behalf of the Board of Directors

SD/=   
(Ritesh Agarwal)  
Membership No.: 062410  
Firm Registration No. 309005E  
Place of Signature: Kolkata  
Date: 27-08-2013

SD/=   
Goutam Kr. Mondal  
Director

SD/=   
Nikhil Patodia  
Director

SD/=   
Sushanta Mondal  
Director

# S T SERVICES LIMITED

Notes forming part of the financial statements as on 31-03-2013

	No Of Shares	AS AT 31ST MARCH 2013 (Rs.)	No Of Shares	AS AT 31ST MARCH 2012 (Rs.)
--	--------------------	--------------------------------------	--------------------	--------------------------------------

## Note - 2

### Share Capital

#### Authorised, Issued, Subscribed & Paid-Up Share capital

#### Authorised Capital

Equity shares of Rs.10/- each with voting rights	5500000	55000000	5500000	55000000
Total Authorised Capital	5500000	55000000	5500000	55000000

#### Issued Capital

Equity shares of Rs.10/- each with voting rights	5000100	50001000	5000100	50001000
--	---------	----------	---------	----------

#### Subscribed and fully paid up

Equity shares of Rs.10/- each with voting rights	5000100	50001000	5000100	50001000
	5000100	50001000	5000100	50001000
Less Calls in arrears (from others)	-	353250	-	353250
Total Issued & Subscribed Capital	5000100	49647750	5000100	49647750

Particulars	Opening Balance	Fresh issue	Closing Balance
Equity shares with voting rights			
Year ended 31st March, 2013			
- Number of shares	5000100	-	5000100
- Amount (Rs.)	50001000	-	50001000
Year ended 31st March, 2012			
- Number of shares	5000100	-	5000100
- Amount (Rs.)	50001000	-	50001000

The Company has only class of Equity shares having a par value of Rs.10/- per share. Each holder of the equity shares is entitled to one vote per shares. In the event of liquidation of the Company, the holders of equity shares are entitled to receive remaining assets of the Company after distribution of all preferential amounts. The distribution will be in proportion to the number of equity shares held by the shareholders.

#### Details of shares held by each shareholder holding more than 5% shares:

Name of Equity Shareholder	As at 31st March, 2013	As at 31st March, 2012
	Number of shares held	Number of shares held
Equity shares with voting rights		
Equisec Holdings Pvt. Ltd.	287050	287050

## Note - 3

### Reserves and Surplus

(a) General Reserve	13525	13525
(b) Special Reserve		
Opening balance	383000	368000
Add: Transferred from Profit and Loss	12000	15000
Closing balance	395000	383000
(c) Surplus / (Deficit) in Statement of Profit and Loss		
Opening balance	1369992	1336969
Add: Profit / (Loss) for the year	59349	52207
Add: Contingent Provisions against Standard Assets 0.25 % of Loans & Adv.	30916	(4184)
Less: Earlier Year Tax Provision	(10038)	-
Less: Transferred to Special Reserve	(12000)	(15000)
Closing balance	1438219	1369992
Total Reserve & Surplus	1846744	1766517



# S T SERVICES LIMITED

## Notes forming part of the financial statements as on 31-03-2013

AS AT 31ST MARCH 2013 (Rs.)	AS AT 31ST MARCH 2012 (Rs.)
--------------------------------------	--------------------------------------

### Note - 4

#### Deferred tax liabilities (net)

#### Tax effect of items constituting Deferred Tax Liability

On difference between book balance and tax balance of fixed assets

6,060                      -

6,060                      -

### Note - 5

#### Other Current Liabilities

#### Other Payables

(i) Statutory Liabilities

26220.00                      27170

(ii) Liabilities for Expenses

85671.51                      65143

111891.51                      92313

### Note - 6

#### Short term Provision

Provision for Taxation

43257.00                      59111

Contingent Provision against Standard Assets

31669.00                      62585

74926.00                      121696

### Note - 7

#### Fixed Assets

Tangible Assets	GROSS BLOCK			DEPRECIATION			NET BLOCK	
	As on 01.04.12	Addition During the year	As on 31.03.13	As on 01.04.12	For the year	As on 31.03.13	WDV as on 31.03.13	WDV as on 31.03.12
Air Conditioner	66225	-	66225	59030	1001	60031	6194	7195
Furniture & Fixture	140853	-	140853	96684	7995	104679	36174	44169
Computer	374768	123,763	498531	370805	16545	387350	111181	3963
Mobile Phone	29383	-	29383	6987	3115	10102	19281	22396
<b>Total</b>	<b>611229</b>	<b>123,763</b>	<b>734992</b>	<b>533507</b>	<b>28656</b>	<b>562163</b>	<b>172829</b>	<b>77722</b>
Previous year	589296	21933	611229	517137	16370	533507	77722	72159

# S T SERVICES LIMITED

Notes forming part of the financial statements as on 31-03-2013

AS AT  
31ST MARCH  
2012  
(Rs.)

AS AT  
31ST MARCH  
2013  
(Rs.)

AS AT  
31ST MARCH  
2012  
(Rs.)

## Note - 8

### Deferred Tax Assets (net)

#### Tax effect of items constituting Deferred Tax Assets

On difference between book balance and WDV of fixed assets  
as per IT Act.

-	1684
-	1,684

## Note - 9

### Other Non- Current Assets

#### Security Deposits

(Unsecured, considered good)

9930	9930
9930	9930

## Note - 10

### Current Investments (At Cost)

#### Investment in Equity Shares

##### Unquoted (F.V. Value Rs.10/=)

25750(34000) Bliss Tie Up Pvt.Ltd.

15000(Nil) Exquisite Appertments Pvt. Ltd.

57000(Nil) Haryana Steel Supply Co. Pvt. Ltd.

10000(10000) Jaya House Holds Projects Pvt. Ltd.

125000(125000) Karma Solutions Pvt.Ltd.

17500(Nil) Shri Lakhvi Vincom Pvt. Ltd.

2500(Nil) S K Promoter Pvt. Ltd.

225000(Nil) Gallon Holding Pvt. Ltd.

A

1337500	1700000
3000000	-
3350000	-
2000000	2000000
1250000	1250000
3500000	-
2500000	-
362500	-
17300000	4,950,000

##### Preference Shares-Unquoted

Nil(20000) 11% Non-Cumulative Optionally Convertible Redeemable

Preference Shares of Shell Business Pvt. Ltd.

25000 Non-Cumulative Redeemable Preference Shares of Ginni Global Ltd.

B

A + B

-	20000000
5600000	-
5600000	20000000
22900000	24950000

## Note - 11

### Inventories

#### Quoted Equity Shares (F.V. Value Rs.10/=)

(At lower of cost and net realisable value)

10000(10000) Uday Jewellery Industries Ltd.

(Formerly Hi-Funda.Com Ltd.)

200000(200000) Krishna Lifestyle & Ind Ltd (Rs1/=)

1900(1900) Shreevani Sugar & Industries Ltd.

10000	10000
46000	46000
2470	2470
58470	58470
58,470	58,470

#### Market Value of quoted Investments

## Note - 12

### Cash and Cash Equivalents

Cash in Hand

(As per Books & Certified by the management)

#### Balance with Schedule Banks :

In Current Accounts

1163785	999090
346197	26340
1509982	1025431



# S T SERVICES LIMITED

## Notes forming part of the financial statements as on 31-03-2013

### Note - 13

#### Short term Loans and Advances

(Recoverable in cash or kind or for value to be received)

#### a). Loans (Unsecured, considered good)

(Including interest Receivable)

Bodies Corporates

12667559

23815272

Others

-

1218800

#### b). Share Application Paid(Pending Allotment)

1000000

#### c). Other loans and advances (Advances)

12850000

Unsecured (Advance to Bodies Corporates)

#### d). Balances with Government Authorities

(Unsecured, considered good)

TDS Receivable

518601

470968

**27036160**

**25505040**

### Note - 14

#### Revenue from Operation

Interest from Loan(TDS Rs.187173/-, Pr. Yr. Rs.177758/-)

1871715

1919739

Sale of stock of Shares

-

-

**1871715**

**1919739**

### Note - 15

#### Other Income

Interest from Income Tax Refund

5785

-

Dividend Income

685

680

**6470**

**680**

### Note - 16

#### Changes in Inventories of Stock-in-Trade

Opening Inventory of Stock-in-Trade

58,470

58,470

Less Closing Inventory of Stock-in-Trade

58,470

58,470

(Increase) / Decrease of Stock-in-Trade

-

-

### Note - 17

#### Employee Benefits Expenses

Salaries

740,760

885,104

Staff Welfare Expenses

61,672

108,653

**802,432**

**993,757**

### Note - 18

#### Other Expenses

Professional & Legal Expenses

92950

34650

Services Charges

51430

14400

Printing & Stationery

73789

125061

Repairs & Renewals

59046

51351

Bank Charges

1232

1050

Listing Fees

38778

38077

Filing Fees

2000

3000

Rent, Rate & Taxes

16470

16470

Books & Periodicals

39205

29996

Advertisement

13585

11436

Business Promotion

67425

65902

Car Hire Charges

74202

73698

Computer Consumable

65986

49342

Electric Charges

6800

11929

Telephone Expenses

12821

11856

Postage & Courier

33948

34154

Travelling & Conveyances

195775

149636

Office Expenses

36576

34482

Market Research Fees

16854

16036

Audit Fees

11236

11230

Registrar Charges

51405

51290

**961513**

**835044**

# S T SERVICES LIMITED

## II. NOTES ON ACCOUNTS

19. The Company has complied with the guidelines issued by the Reserve Bank of India in respect of Prudential Norms for income recognition, accounting standards, capital adequacy and concentration of credit and investments.

### 20. FOREIGN CURRENCY TRANSACTION

Earning in Foreign Currency	- Rs. Nil
Expenditure in Foreign Currency	- Rs. Nil

### 21. CONTINGENT LIABILITIES, PRIOR PERIOD ITEMS AND CHANGES IN ACCOUNTING POLICIES

Contingent Liabilities	-- Nil
Changes in Accounting Policies	-- Nil

There was no prior period items/adjustments during the year.

### 22. EARNINGS PER SHARE

Earnings per share are calculated by dividing the profit attributable to the Equity Shareholders by the weighted average number of Equity Shares outstanding during the year. The numbers used in calculating basic and diluted earnings are stated below:

Particulars	(Amount in Rs.)	
	31/03/2013	31/03/2012
Profit for the year after Taxation (Rs.)	59349	52207
Weighted average number of shares outstanding during the year (Nos.)	4953000	4953000
Earnings per Share (Basic & Diluted)(Rs.) (on nominal value of Rs.10/- per share)	0.01	0.01

### 23. AUDITOR'S REMUNERATION

i) Audit Fees	11236	11230
ii) Tax Audit Fees	---	---
<b>Total</b>	<b>11236</b>	<b>11230</b>

### 24. RELATED PARTY DISCLOSURES

Related party disclosures as required by Accounting Standard 18 issued by ICAI on "Related Party Disclosures" are given below:

<u>Nature Of Relationship</u>	<u>Name of the Party</u>
Subsidiary Company	NIL
Associate/Promoter Company	Equisec Holdings Private Ltd. Suyash Shares Private Ltd.
Key Management Personnel	Mr. Goutam Kumar Mondal. Mr. Sushanta Mondal. Mr. Shiv Kumar Jaria. Mr. Nikhil Patodia.

There was no transaction with related parties' during the year.

Previous year's figures have been regrouped / reclassified wherever necessary to correspond with the current year's classification / disclosure.

As per our Report of even date

For S. Jaykishan

Chartered Accountants

On behalf of the Board of Directors

SD/=   
(Ritesh Agarwal)  
Partner  
Membership No.: 062410  
Firm Registration No. 309005E  
Place of Signature: Kolkata  
Date: 27-08-2013

SD/=   
Goutam Kr. Mondal  
Director

SD/=   
Nikhil Patodia  
Director

SD/=   
Sushanta Mondal  
Director



# S T SERVICES LIMITED

## Cash Flow Statement for the year ended 31st March, 2013

Particulars	For the year ended 31 March, 2013		For the year ended 31 March, 2012	
	Rs.	Rs.	Rs.	Rs.
<b>A. Cash flow from operating activities</b>				
Net Profit / (Loss) before extraordinary items and tax		85584		75248
<b>Adjustments for:</b>				
Depreciation and amortisation	28,656		16,370	
Interest income	(1877500)		(1919739)	
Dividend income	(685)		(680)	
		(1849529)		(1904049)
Operating profit / (loss) before working capital changes		(1763945)		(1828801)
<b>Changes in working capital:</b>				
<b>Adjustments for (increase) / decrease in operating assets:</b>				
Inventories	-		-	
Trade receivables	-		-	
<b>Adjustments for increase / (decrease) in operating liabilities:</b>				
Other current liabilities	19578		(85166)	
		19578		(85166)
Cash generated from Operations		(1744367)		(1913967)
Net Income Tax (Paid)/Refunds		(86231)		
<b>Net cash flow from / (used in) operating activities (A)</b>		(1830598)		(1913967)
<b>B. Cash flow from investing activities</b>				
Proceeds from sale of investments	2050000		1950000	
Dividend Received	685		680	
Purchase of Fixed Assets	(123763)		(21933)	
Share Application Money	(1000000)	926922	-	1928747
		926922		1928747
Net income tax (paid) / refunds		-		-
<b>Net cash flow from / (used in) investing activities (B)</b>		926922		1928747
<b>C. Cash flow from financing activities</b>				
Loan & Advances (Paid)/ Received	(483487)		(1851481)	
Interest Received	1871715	1388228	1919739	68258
<b>Net cash flow from / (used in) financing activities (C)</b>		1,388,228		68,258
<b>Net increase / (decrease) in Cash and cash equivalents (A+B+C)</b>		484552		83038
Cash and cash equivalents at the beginning of the year		1025431		942393
<b>Cash and cash equivalents at the end of the year</b>		1509983		1025431
* Comprises:				
(a) Cash in hand		1163785		999090
(b) Cheques, drafts on hand		-		-
(c) Balances with banks				
(i) In current accounts		346197		26340
		1509982		1025431

See accompanying notes forming part of the financial

In terms of our report attached.

**For S.Jaykishan**

Chartered Accountants

SD/-

**(Ritesh Agarwal)**

Partner

Membership No :62410

Firm Registration No.309005E

Place : Kolkata

Dated :27th August, 2013

On behalf of the Board of Directors

SD/-

**Goutam Kr. Mondal**

Director

SD/-

**Nikhil Patodia**

Director

SD/-

**Sushanta Mondal**

Director

Rs.
75248
(1904049)
(1828801)
(85166)
(1913967)
(1913967)
1928747
1928747
1928747
68258
68,258
83038
942393
1025431
999090
26340
1025431

**S T SERVICES LIMITED**  
92B Chittaranjan Avenue, 2<sup>nd</sup> Floor, Kolkata - 700 012

**ATTENDANCE SLIP**  
( To be handed over at the entrance of the meeting hall)

**TWENTY-FOURTH ANNUAL GENERAL MEETING - SEPTEMBER 28, 2013.**

We hereby record my/or presence at the Twenty-fourth Annual General Meeting held at 92B, Chittaranjan Avenue, 2<sup>nd</sup> Floor, Kolkata- 700 012 on Saturday, 28<sup>th</sup> day of September, 2013, at 11.30 A.M.

Full Name of Member (in block letters) \_\_\_\_\_  
Reg. Folio No. \_\_\_\_\_ No of equity Shares held \_\_\_\_\_

Full Name of Proxy (in block letter) \_\_\_\_\_  
SIGNATURE OF THE MEMBER(S) OR \_\_\_\_\_

PROXY/PROXIES PRESENT

Please complete and sign the attendance slip and handover at the entrance of the meeting hall. Only Member or their Proxies with this attendance slip will be allowed entry to meeting.

..... (Tear Here) .....

**S T SERVICES LIMITED**  
92B Chittaranjan Avenue, 2<sup>nd</sup> Floor, Kolkata - 700 012

**PROXY FORM**

Reg. Folio No. \_\_\_\_\_ No. of Equity Shares held \_\_\_\_\_  
We \_\_\_\_\_ of \_\_\_\_\_

\_\_\_\_\_ in the district of \_\_\_\_\_ being member/members of

S. T. Services Limited hereby appoint \_\_\_\_\_  
of \_\_\_\_\_ in the district of \_\_\_\_\_ of \_\_\_\_\_  
falling him/her \_\_\_\_\_ of \_\_\_\_\_

\_\_\_\_\_ in the district of \_\_\_\_\_ as my / or proxy to attend and vote for me/us and on my /our behalf at the Twenty-fourth Annual General Meeting of the Company to be held on Saturday, 28<sup>th</sup> day of September, 2013 and at any adjournment thereof.

Signed by Said .....

**Affix  
Revenue  
Stamp**

- Notes: a) The Form should be signed across the stamp as per specimen signature registered with the Company.  
b) The proxy from duly completed must be deposited at the Registered Office of the Company not less than 48 hours before the time fixed for holding the aforesaid meeting.



**BOOK - POST**

To

**S.T. Services Limited**

92B, Chittaranjan Avenue, Kolkata - 700 012  
Phone : 2236 6439, 2237 9647, Fax : 2215 5907