

TCS/SE/29/2020-21

May 19, 2020

National Stock Exchange of India Limited Exchange Plaza, Bandra Kurla Complex, Mumbai-400051 Symbol: TCS BSE Limited P. J. Towers, Dalal Street, Mumbai-400001 Scrip Code No. 532540

Sub: Newspaper Advertisement – Disclosure under Regulation 30 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("SEBI Listing Regulations")

Dear Sirs,

Pursuant to Regulation 30 read with Schedule III Part A Para A of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, we enclose the copies of newspaper advertisement published in Economic Times, Free Press Journal (English) and Navshakti (Marathi), in compliance with Ministry of Corporate Affairs Circular No. 20/2020 dated May 5, 2020, intimating that 25<sup>th</sup> Annual General Meeting of the Company will be held on Thursday, June 11, 2020 at 3.30 pm IST through Video Conferencing / Other Audio Visual Means.

The above information is also available on the website of the Company www.tcs.com

This is for your information and records.

Thanking You,

Yours faithfully,

For Tata Consultancy Services Limited

Rajendra Moholkar Company Secretary

Kenval

Encl: As above

# **TATA CONSULTANCY SERVICES**

THE ECONOMIC TIMES | MUMBAI | TUESDAY | 19 MAY 2020 | WWW.ECONOMICTIMES.COM



## NOTICE TO THE SHAREHOLDERS OF 25<sup>™</sup> ANNUAL GENERAL MEETING

NOTICE is hereby given that the Twenty-Fifth Annual General Meeting (AGM) of the Company will be hald on Thursday, June 11, 2020 at 3.30 p.m. IST through Video Conference ("VC") / Other Audio Visual Means ("OA/M") to transact the business, as set out in the Notice of the AGM which is being circulated for convening the AGM.

In view of the continuing Covid-19 pandemic, the Ministry of Corporate Affairs (MCA) has vide its circular dated May 5, 2000 read with circular dated April 8, 2000 and April 13, 2000 (collectively inferred to as \*MCA Circulars') permitted the holding of AGM through V. or OAMM, without the hypixal presence of the Members at a commonwenue. In compliance with these MCA (irculars and the relevant provisions of the Companies Act, 2013 and the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the AGM of the members of the Company will be held through V.C /OAVM.

the Company will be held through VC / OAVM.

The Rotice of the AGM along with the Annual Report 2019-20 is being sent only by electronic mode to those Members whose email addresses are registered with the Company/Depositories in accordance with the doresald MCA Circulars and SEIG incrular state May 12, 2020. Members may note that the Netice of the AGM and Annual Report 2019-20 will also be available on the Company's website www.trss.com\_websites of the SGM and Annual Report 2019-20 will also be available on the Company's website www.trss.com\_websites of the AGM and www.nseindia.com respectively. Members can attend and participate in the AGM through the VC / OAVM facility only. The instructions for joining the AGM are provided in the Notice of the AGM. Members attending the meeting through VC / OAVM shall be counted for the purpose of reckoning the quorumunder Section 103 of the Companies Act, 2013.

The Company is providing remote e-voting facility ("nemote e-voting") to all its Members to cast their votes on all resolutions set out in the Notice of the AGM. Additionally, the Company is providing the facility of voting through e-voting system during the AGM ("e-voting"). Detailed procedure for remote e-voting / e-voting is provided in the Notice of the AGM.

If your email ID is already registered with the Company/Depository, login details for e-voting are being sent on your registered email address.

The Company has fixed Thursday, June 4, 2020 as the 'Record Date' for determining entitlement of members to final dividend for the financial year ended March 31, 2020, if approved at the AGM.

In case you have not registered your email address with the Company/Depository and/or not updated your bankaccountmandate for receipt of dividend, please follow below instructions to:

- a) Register your email-id for obtaining Annual Report and login details for e-voting
- b) Receiving dividends directly in your bank accounts through Electronic Clearing Service (ECS) or any other

Physical Holding	Send a request to the Registrar and Transfer Agents of the Company, TSR Darashaw Consultants Private Limited ("TCPL") at Cag-NYCetsrdarashaw.com providing Folio No, Name of shareholder, scanned copy of the share certificate (front and back), PM (self-attested scanned copy of PAN card), AADHAR (self-attested scanned copy of PAN card), AADHAR (self-attested scanned copy of Adahar Card) for registering email address.
	Following additional details need to be provided for updating Bank Account Details  a) Name and Branch of the Bank in which you wish to receive the dividend, b) the Bank Account type,  c) Bank Account Number allotted by your bank after implementation of Core Banking Solutions  d) —Jugist MCR Code Number  e) 11-digit ESC Code, and  f) a scanned copy of the cancelled cheque bearing the name of the first shareholders.
Demat Holding	Please contact your Depository Participant (DP) and register your email address and bank account details in your demat account, as per the process advised by your DP.

Pursuant to Finance Act 2020, dividend income will be taxable in the hands of shareholders w.e.f. April 1, 2020 russant to matter. A 2220, invention from the matter and in the Company's required to deduct tax at source from dividend paid to shareholders at the prescribed rates. For the prescribed rates, for the prescribed rates for various categories, the shareholders are requested to refer to the Finance Act, 2020 and amendments thereof. The shareholders are requested to update the PNA with the Company/TCPL (in case of shares held in physical mode) and depositories (in case of shares held in demat mode).

A Resident individual shareholder with PAN and who is not liable to pay income tax can submit a yearly declaration in Form No. 15G\* 15H, to avail the benefit of non-deduction of tax at source by email to Ccg-exemptions@strdarshaw.com by 11-59 m.ET on June 4, 2020. Shareholders are requested to note that in case their PAN is notregistered, the tax will be deducted at a higher rate of 20%.

Non-resident shareholders can awail beneficial rates under tax treaty between India and their country of residence, subjectto providing-necessay documents i.e. No Permanent Establishment and Beneficial Ownership Declaration, Tax Residency Certificate, form 107, any other document which may be required to awail the tax treaty benefits by forwarding the above document: by email to Csg-oxemptroms@stradarsshaw.com. The advensal declarations and documents need to be submitted by the shareholders by 1159 pm. IST on

In the event the Company is unable to pay the dividend to any shareholder by electionic mode, due to non-registration of the bark account, the Company shall dispatch the dividend warrant/cheque to such shareholder, at the earliest one nomalcy is restored.

For TATA CONSULTANCY SERVICES LIMITED

Rajendra Moholkar Company Secretary

Ode: may (c, 2020
Registered Office:
9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identity Number (CIN): L22210M+11995PLC084781
Tel: 91 22 673 9595
Email: investor.relations@tcs.com Website: www.tcs.com

TATA CONSULTANCY SERVICES LIMITED

www.freepressjournal.in MUMBAI | TUESDAY | MAY 19, 2020



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- a) Register your email-id for obtaining Annual Report and login details for e-voting.
- Receiving dividends directly in your bank accounts through Electronic Clearing Service (ECS) or any other means.

Physical Holding	Send a request to the Registrar and Transfer Agents of the Company, TSR Darashaw Consultants Private Limited ("TCPL") at CSp. KYCeEydarashaw.com providing Folio No., Name of shareholder, scanned copy of the share certificate (front and back), PAN (self-attested scanned copy of PAN card), AADHAR (self-attested scanned copy of Aadhar Card) for registering email address.
	Following additional details need to be provided for updating Bank Account Details: a) Name and Branch of the Bank in which you wish to receive the dividend, b) the Bank Account type, c) Bank Account Number allotted by your bank after implementation of Core Banking Solutions d) 9-digit MICR Code Number e) 11-digit ITSCCOde, and
	<ul> <li>a scanned copy of the cancelled cheque bearing the name of the first shareholder.</li> </ul>
Demat Holding	Please contact your Depository Participant (DP) and register your email address and bank account details in your demat account, as per the process advised by your DP.

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Non-resident shareholders can avail beneficial rates under tax treaty between India and their country of residence, subject toproviding necessary documents i.e. No Permanent Establishment and Beneficial Ownership Declaration, Tax Residency Certificate, Form 10F, any other document which may be required to avail the tax treaty benefits by forwarding the above documents by email to Csg-exemptforms@tsrdarashaw.com. The aforesaid declarations and documents need to be submitted by the shareholders by 11:59 p.m. IST on June 4, 2020.

In the event the Company is unable to pay the dividend to any shareholder by electronic mode, due to nonregistration of the bank account, the Company shall dispatch the dividend warrant/cheque to such shareholder, at the earliest once normal cyl sirestored.

For TATA CONSULTANCY SERVICES LIMITED

Rajendra Moholka

Place : Mumbai Date : May 18, 2020 Registered Office:

9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021 Corporate Identity Number (CIN): L22210M H1995PLC084781 Tel: 91 22 6778 9595

Email: investor.relations@tcs.com Website: www.tcs.com

### TATA CONSULTANCY SERVICES LIMITED



# २५व्या वार्षिक सर्वसाधारण सभेची भागधारकांना सूचना

याद्वारं सूचन देण्यांत येते की, एजीएमच्या निर्मतणासाठी पाठविण्यात येत असलेल्या एखीएमच्या सूचनेत मांडलेले कानकाज करण्याकरिता व्विडिओ कॉन्फरन्स (''वीसीं')/अदर ऑडियो व्विज्युअल मिन्स (''ओएबरीएम'') मार्फत कंपनीची २५वी वार्षिक सर्वसाधारण सभा (एजीएम) गुरुवार, ११ जून, २०२० रोजी दु. ३.३० वा. मा.

कोव्हीड-१९ ची सुरू असलेली साथ लक्षात घेऊन, निगम व्यवहार मंत्रालयाने (एमसीए) दिनांक ५ मे, २०२० कीरबाहित १९ चा कुक असलाला आय लंकात प्रकल, ालगक लावाहर काराज्यात एक्काएए । एवाक २ तु. १५६० वं परिएक्त सहावाना दिवाह ८ एप्रिल, २०२० व १६ एप्रिल, २०२० वं परएक्त्रे (एकार्वत उत्तर उत्तर्खे एफार्चार वर्षाय एप्रिल, १०१० व १६ एप्रिल, २०१० व १६ एप्रिल, १०१० व्याप्त अनुपालनांत कंपनीच्या स्वर्णक विकास व १६ एप्रिल, १०१० व्याप्त अनुपालनांत कंपनीच्या सभासदांची एजीएम व्हीसी/ओएव्हीएम मार्फत होणार आहे.

सभासतांची एजीएम व्हीसी/ओएकीएम मार्फत होणार आहे.

उपरोक्त एमतीए एरिएकंक आणि दिनांक १२ में, १०२० च्या संबी परिप्रकानुसार कंपमी/डिपाँडिटरीकंडे ज्यांचे ई-मेल अर्ड्सस संदित्तले आहेत त्या समासदांन केवल इनेक्ट्रॉनिक माध्यमानुन वार्षिक अहवात २०१९-२० सह एजीएमची सूचना पाठीवण्यात येत आहे. सभासदांनी केवल इनेक्ट्रॉनिक माध्यमानुन वार्षिक अहवात २०१९-२० सह एजीएमची सूचना आणि वार्षिक अहवात २०१९-२० कंप्लीयों वेवसाईट स्थाप्त अर्फित इन्ट्रंग तिनिटंड आणि नेरानत स्टॉक एसमाचेत्र आहे इंट्या तिनिटंड च्या अनुक्ते स्थाप्त अर्फित हार्या तिनिटंड आणि नेरानत स्टॉक एसमाचेत्र आहे इंट्या तिनिटंड च्या अनुक्ते स्थाप्त हार्या हार्या स्वाचन स्वाचन स्थापत हार्या स्थापत स्वाचन स्वच्या स्थापत हार्या स्थापत स्वच्या स्थापत हार्या स्थापत स्वच्या स्थापत हार्या स्थापत स्वच्या स्थापत हार्या स्थापत स्वच्या स्थापत स्यापत स्थापत स्

ई-कोटींगसाठीचे लॉगीन डीटेल्स पाठविण्यांत येत आहेत

इ-क्रांटामसाठोच लागन डाटल्स पाठाबण्यात येत आहत. एजीएम मध्ये मेंचुर्ग निकाल्याम ३ १ मार्ज, २०२२ गंजी सपलेल्या आर्थिक वर्षसाठी अंतिम लाभोशावरील समासदाची एक्कप्रामी उर्पण्यासाठी ''स्कॉर्ड डेट'' स्ण्णून केम्सीने गुरुवार, ४ पून, २०२० हो तारीख ठरपरणी आहे. वर तुन्ती तुन्तवा ई-मेल अंद्रेस कंपनी/डिपॉविटर्जकडे नॉवक्ता नरील आण्टि/बिंबा लाभोश प्रान्त करण्यास्त्रीरता बंक स्वान्याद मेंडट पुमारित केले नसील तर कृष्या बालालि निर्देशीच पातन करा. ए) बार्षिक अहवाल आणि ई-क्रोटींगसाठी लॉगीन डिटोल्स मिखवण्यासाठी तुमचा ई-मेल अयखी नोदवा.

बी) इलेक्ट्रॉनिक क्लिअरीग सर्व्हिस (ईसीएस) किंवा अन्य कोणत्या माध्यमातून तुमच्या बँक खात्यांमध्ये थेट लाभांश

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दिनेट धारण कृषण तुरुष्य विश्वीकृतरे पार्टिकोट (डीके) श्री संपर्ध साथा आणि तुरुष्या डीको ने साँगितहेल्या प्रक्रिकेतुमार तुरुष्या विचेट आगार्थटमध्ये तुरुषा ईनील अहेस व बीच्ये खात रामगील गीएका.

कारणपुष्पर पुष्पका १६४५ क्यांकर सम्य पुण्या इसल अहंद्र व ब घर खता रास्त्रीत सीरात.

फावनान्स अंबर, २०२० नुसार, १ एप्रिल, २०२० पाइन माणाराकांच्या ततातील लागांचा उत्पन्न करणा असणार आहे आणा असमीर विशित दारी माणायांकर्ता प्रदान करणायं नामायां लामायांनाभून र्रड्स अंद सीर्स कारणे आवश्यक आहे. वेन्योव्या प्रकार्तासाठीच्या विशेत दारीसाठी थाणायरकांनी कृष्या पत्रकारस ऑच्य इत्याद प्रकार प्रकार प्रतिक साथ प्रवाद करणे हैं कि एप्रवाद प्रकार अस्ति विशेष प्रवाद करणे आणि दिवादि दारीसाठी थाणायरकांनी कृष्या त्यावे पत्र करणे होतीयो प्रतिक प्रवाद अस्ति है विशेष विशेष विशेष प्रवाद करणायं आणि वे आयक्त प्रतिक प्रवाद करणे विशेष प्रवाद करणे व आयक्त प्रतिक प्रवाद करणे व अप्यवद प्रतिक प्रवाद करणे व अप्यवद प्रतिक प्रवाद करणे हैं अस्ति कारणे प्रवाद आणि व अप्यवद प्रतिक प्रवाद करणे हैं अस्ति कारणे प्रवाद आणि व अप्यवद प्रतिक प्रवाद करणे हैं अस्ति कारणे करणे हैं अस्ति कारणे करणे हैं अस्ति कारणे प्रवाद करणे हैं अस्ति विशेष करणे हैं अस्ति कारणे प्रवाद करणे हैं अस्ति कारणे हैं अस्

दरान कर कारता जाडत. अमितामें भागाक, अन्यायी अम्यापन व लाषार्थी भारकी घोषणपत्र, टॅक्स वेंसडेन्सी मटीकिकेट, पर्मी १,०१४क, कर करार लाम मिळवण्यासाठी गरजेचे असलेले अन्य कोणतेही दस्तावेज ह्या सरखे आवश्यक दस्तावेज पुरवृन ते Csg-exemptiorms@tsrdarashaw.com वर है-मेल करून पाठविष्णया अधीन भारत व त्यांचा वास्तव्याचा देश मोच्या मधील कर करातिर्गति वास्त्रायी दर मिळवु क्षवतात. उर्योग्त घोषणापत्र आणि रस्तावेज ४ जून, २०२० रोजें रा. ११.५९ वा. मा. प्र.वे. पर्वत भागवरकांनी सावर करणे आवश्यक आहे.

वॅक खात्याची नोंदगी नसल्यकरणाने जर कंपनीला इलेक्ट्रॉनिक माध्यमातुन कोगत्याही भागधारकांना लाभांश प्रदान करणे झाले नाही तर कंपनी परिस्थिती सामान्य झल्यावर लवकरात लवकर अशा भागधारकांन डिव्हिडंड वॉस्ट/चेक पटवेल

टाटा कन्सल्टन्सी सर्व्हिसेम लिपिटेड साठी राजेंद्र मोहोळकर कंपनी सेक्रेटरी

ठिकाण : मुंबई दिनांक : १८ मे, २०२०

नारणाञ्चन जायराज्य : ९वा मजला, निर्माल बिल्डेंग, नारमन पाँडेंट, मुंबई - ४०० ०२१ कॉर्पेरेट आयर्डेन्टिटी नंबर (सीअव्यएन) : एल२२२१०एमएच१९९५पीएलसी०८४७८

दू. : ९१ २२ ६७७८ ९५९५ ई-मेल : investor.relations@ccs.com वेबसाईट : www.tcs.com