

**Invitation of Proposal for Appointment in DakshinanchalVidyutVitran Nigam Limited for
the F.Y. 2022-23 & 2023-24**

Type of Appointment	Nos
Secretarial Auditor	01

Applications are invited for Appointment of Secretarial Auditor (01) for DakshinanchalVidyutVitran Nigam Limited for the year 2022-23 & 2023-24 including certification of Annual Return as per the provisions of Section 204 of the Companies Act, 2013 read with Rule 9 of Companies, (Appointment and Remuneration of Managerial Personnel) Rules, 2014.

SCOPE OF WORK :-

1. The Companies Act, 2013 (the Act) and the rules made there-under;
2. The Securities Contracts (Regulation) Act, 1956 ('SCRA') and the rules made there-under;
3. The Depositories Act, 1996 and the Regulations and Bye-laws framed there-under;
4. Foreign Exchange Management Act, 1999 and the rules and regulations made there-under to the extent of Foreign Direct Investment, Overseas Direct Investment and External Commercial Borrowings;
5. The following Regulations and Guidelines prescribed under the Securities and Exchange Board of India Act, 1992 ('SEBI Act') (subject to the applicability):-
 - The Securities and Exchange Board of India (Substantial Acquisition of Shares and Takeovers) Regulations, 2011;
 - The Securities and Exchange Board of India (Prohibition of Insider Trading) Regulations, 1992;
 - The Securities and Exchange Board of India (Issue of Capital and Disclosure Requirements) Regulations, 2009;
 - The Securities and Exchange Board of India (Employee Stock Option Scheme and Employee Stock Purchase Scheme) Guidelines, 1999;
 - The Securities and Exchange Board of India (Issue and Listing of Debt Securities) Regulations, 2008;

- The Securities and Exchange Board of India (Registrars to an Issue and Share Transfer Agents) Regulations, 1993 regarding the Companies Act and dealing with client;
 - The Securities and Exchange Board of India (Delisting of Equity Shares) Regulations, 2009; and,
 - The Securities and Exchange Board of India (Buyback of Securities) Regulations, 1998;
6. Secretarial Standards issued by The Institute of Company Secretaries of India.
 7. The Listing Agreements entered into by the Company with Stock Exchange(s), if applicable;
 8. Other laws as may be applicable specifically to the company.

QUALIFICATION:-

1. Prop./Firm/LLP of Companies Secretaries (CS) should be registered with Institute of Company Secretaries of India for a minimum period of 5 (Five) Years.
2. Experience in Secretarial Audit of Government Companies is preferable.

Fee:-

Minimum fee prescribed for Secretarial Auditor including certification of Annual Return is Rs. 45,000.00 (GST Extra).

BRIEF OF COMPANY :-

DakshinanchalVidyutVitran Nigam Limited (DVVNL) is a wholly owned subsidiary of Uttar Pradesh Power Corporation Limited. DVVNL is in the Distribution of Electricity in 21 Districts of Uttar Pradesh having Head Quarter in Agra. The Annual Turnover from Sale of Power to Consumer in Licensed area of DVVNL is approx. Rs. 12,000 Crores. DVVNL has more than 180 units including 80 Distribution Divisions.

APPOINTMENT PROCESS :-

All applicants shall share their "Proposal for appointment of Secretarial Auditor" to email id cs.dvvn@gmail.com up to July 31, 2023 along with their detailed Resume and Relevant Experience.

All applications received shall be evaluated by DVVNL and the appointment of Secretarial Auditor shall be done by Managing Director, DVVNL, Agra after the approval from Board of Directors. Decision of DVVNL shall be final and no further objection shall be entertained.

The selected firm shall be issued an offer letter for appointment which shall be accepted by the firm within 7 working days of receipt of offer, failing which, it will be presumed that the firm is not interested, and the appointment shall be deemed cancelled for that firm and appointment will be done for another firm.



Any Applicant applying for Secretarial Auditor must certify that he/she/the firm is not disqualified under the provisions of Companies Act 2013 to be appointed as a Secretarial Auditor.

The remuneration required for Secretarial Audit shall be quoted by applicant in the application.

