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MINISTRY OF  
CORPORATE  
AFFAIRS

GOVERNMENT OF INDIA

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कम्पनी पंजीयक का कार्यालय, तेलंगाना, हैदराबाद

OFFICE OF THE REGISTRAR OF COMPANIES, TELANGANA, HYDERABAD

दूसरी मंजिल, कॉर्पोरेट भवन, बंडलागुडा, नागोल, हैदराबाद – 500 068

2<sup>ND</sup> FLOOR, CORPORATE BHAWAN, BANDLAGUDA, NAGOLE, HYDERABAD –  
500 068

File. No. ROC/HYD/ADJ/SEC 118/NISPL/2025/677 दिनांक / Date: 27-06-2025

APPLICATION IN THE MATTER OF SECTION – 118 OF COMPANIES ACT,  
2013

AND

IN THE MATTER OF

M/s. NANDAKA INFORMATION SERVICES PRIVATE LIMITED

(CIN: U72900TG2021PTC147475)

ORDER UNDER SECTION 454 FOR VIOLATION OF

SECTION 118 OF COMPANIES ACT, 2013

**1. Appointment of Adjudicating officer: -**

The Ministry of Corporate Affairs vide its Gazette Notification No. A-42011/112/2014-Ad. II dated 24.03.2015 has appointed the Registrar of Companies, Telangana as Adjudicating Officer in exercise of the powers conferred by section 454(1) of the Companies Act, 2013 (hereinafter referred as Act or Companies Act, 2013) read with Companies (Adjudication of Penalties) Rules, 2014 for adjudging penalties under the provisions of Act.

**2. Company: -**

The company viz. M/s. NANDAKA INFORMATION SERVICES PRIVATE LIMITED (hereinafter known as 'company' or 'subject company') was incorporated on 06/01/2021 and having its registered office as per MCA21 records at H.No. 2-2-1137/1, New Nallakunta, Hyderabad, Telangana, India, 500044. The

CIN of the Company is U72900TG2021PTC147475. The Financial and other details of the subject company as available on MCA21 portal is stated as under: -

(Fig in Rs.)

S. No	Particulars	Details
1	Paid up capital as per MCA Master data	Rs. 1,00,000/-
2	Turnover as per latest audited Financial Statement	Not filed Financial Statements
3	Holding Company	No
4	Subsidiary Company	No
5	Whether company registered under Section 8 of the Act?	No
6	Whether company registered under any other special Act?	No
7	Whether company is a small company?	Yes

3. Applicable provisions of Companies Act, 2013 and rules thereof: -

"Section 118. Minutes of Proceedings of General Meeting, Meeting of Board of Directors and Other Meeting and Resolutions Passed by Postal Ballot:

*(1) Every company shall cause minutes of the proceedings of every general meeting of any class of shareholders or creditors, and every resolution passed by postal ballot and every meeting of its Board of Directors or of every committee of the Board, to be prepared and signed in such manner as may be prescribed and kept within thirty days of the conclusion of every such meeting concerned, or passing of resolution by postal ballot in books kept for that purpose with their pages consecutively numbered.*

Section 118. Minutes of Proceedings of General Meeting, Meeting of Board of Directors and Other Meeting and Resolutions Passed by Postal Ballot:

*(11) If any default is made in complying with the provisions of this section in respect of any meeting, the company shall be liable to a penalty of twenty-five thousand rupees and*

*every officer of the company who is in default shall be liable to a penalty of five thousand rupees.*

#### **4. Facts of the Case: -**

Whereas the company was ordered for Inquiry u/s 206(1) of the Companies Act, 2013 by Ministry vide letter No. CL-II-03/304/2021-O/o DGCoA - MCA dated 13.09.2021. During the course of Inquiry, it is revealed from the statement on oath given by the first directors of this company that no minutes of the Board meetings and General meetings has been maintained. Therefore, the company and its directors have violated the provisions of section 118(1) of the Companies Act, 2013 and liable for penal action under Section 118(11) of the Act. In this regard, this office has issued Show Cause Notice vide letter Ref.No: ROCH/147475 (NDISPL-118)/AROC(Y)/2021/2706 TO 2708 dated 04.12.2021 with advise to adjudicate the offence under Section 118 (11) of the Companies Act, 2013 for violation of Section 118(1) of the Companies Act, 2013 r/w Section 454 of the Companies Act, 2013. However, the letters have been returned with postal remarks "Addressee left".

#### **5. Order: -**

- 1) While adjudging quantum of penalty under Section 118 (2) and 454 of the Act, read with Companies (Adjudication of penalties) Rules, 2014, the Adjudicating Officer shall have due regard to the factors mentioned therein.
- 2) With regard to the above factors that are to be considered while determining the quantum of penalty, it is noted that the subject company is a small company as per the definition of Section 2(85) of the Companies Act, 2013.
- 3) Having considered the facts, the subject Company and its Officer in Default have failed to comply with the provisions of Section 118 (1) of the Companies Act, 2013 and hence liable to penalty under Section 118(11) of the Companies Act, 2013. Therefore, I do hereby impose the penalty on the Company and its

Officers in Default pursuant to Rule 3 (12) and proviso of the said Rule and Rule 3(13) of Companies (Adjudication of Penalties) Rules, 2014 r/w General Circular No. 1/2020 dated 02.03.2020 as per table below for violation of Section 118 (2) of the Companies Act, 2013 as follows: -

SL.No	Name of the Company	Penalty as per Companies Act, 2013.		
		On default	Calculation of Penalty Amount	Penalty Imposed (Figures in Rs)
1.	M/s. Nandaka Information Services Private Limited	Rs. 25,000/-	-	25,000/-
<b>Total Penalty</b>				<b>Rs. 25,000/-</b>
SL.No	Name of Officer in Default	Penalty as per Companies Act, 2013.		
		On default	Calculation of Penalty Amount	Penalty Imposed (Figures in Rs)
1.	Ms. Swathi Narala (Director)	Rs. 5,000/-	-	5,000/-
2.	Ms. Sumithra Narala (Director)	Rs. 5,000/-	-	5,000/-
<b>Total Penalty</b>				<b>Rs. 10,000/-</b>
<b>Grand Total</b>				<b>Rs. 35,000/-</b>

Therefore, in view of the above said violation, in exercise of the powers vested with the undersigned under Section 454(1) & (3) of the Companies Act, 2013 the penalty imposed above on Company and its Officers in default as penalty amount for violation of Section 118(1) of the Companies Act, 2013.

- The said amount of penalty shall be paid online by using the website [www.mca.gov.in](http://www.mca.gov.in) (Misc. head) within 90 days of receipt of this order and file form

INC-28 attaching copy of order and payment challan. The penalty amount so imposed on officer on default shall be paid from his personal sources / Income.

7. Whereas Appeal against this order may be filed with the Regional Director (SER), Ministry of Corporate Affairs, 3<sup>rd</sup> Floor, Corporate Bhavan, Bandlaguda, Nagole, Hyderabad, Telangana, within a period of sixty days from the date of receipt of this order, in Form ADJ [available on Ministry website [www.mca.gov.in](http://www.mca.gov.in)] setting forth the grounds of appeal and shall be accompanied by a certified copy of this order. [Section 454(5) & 454(6) of the Act read with Companies (Adjudication of Penalties) Rules, 2014].

8. In this regard your attention is also drawn to the provisions of Section 454(5) and (6) which contemplates that:


*"(5) Any person aggrieved by an order made by the adjudicating officer under sub-section (3) may prefer an appeal to the Regional Director having jurisdiction in the matter.*

*(6) Every appeal under sub-section (5) shall be filed within sixty days from the date on which the copy of the order made by the adjudicating officer is received by the aggrieved person and shall be in such form, manner and be accompanied by such fees as may be prescribed."*

9. In this regard your attention is also drawn to the provisions of Section 454(8) (i) and (ii) of the Companies Act, 2013 which read as follows:

*i. Where company fails to comply with the order made under sub-section (3) or sub-section (7), as the case may be, within a period of ninety days from the date of the receipt of the copy of the order, the company shall be punishable with fine which shall not be less than twenty-five thousand rupees, but which may extend to five lakh rupees.*

- ii. Where an officer of a company or any other person who is in default fails to comply with the order made under sub-section (3) or sub-section (7), as the case may be within a period of ninety days from the date of the receipt of the copy of the order, such officer shall be punishable with imprisonment which may extend to six months or with fine which shall not be less than twenty-five thousand rupees but which may extend to one lakh rupees, or with both.



परविंदर सिंह/ (PARVINDER SINGH, I.C.L.S)  
कम्पनी पंजीयक/ REGISTRAR OF COMPANIES  
तेलंगाना, हैदराबाद/ TELANGANA, HYDERABAD

Copy to:

File. No. ROC/HYD/ADJ/SEC 118/NDISPL/2025

1. M/s. Nandaka Information Services Private Limited  
H.No. 2-2-1137/1, New Nallakunta,  
Hyderabad, Telangana, India, 500044.

File. No. ROC/HYD/ADJ/SEC 118/NDISPL/2025

2. Ms. Swathi Narala (Director),  
H.No. 2-2-1137/1, New Nallakunta,  
Near New Ramalayam Temple,  
Hyderabad, 500044, Telangana, India

File. No. ROC/HYD/ADJ/SEC 118/NDISPL/2025

3. Ms. Sumithra Narala (Director),  
H.No. 2-2-1137/1, New Nallakunta,  
Hyderabad, Telangana, India, 500044.

4. RD(SER)

5. MCA

- ✓ 6. Guard File-2025.