

COFORGE LIMITED
(Erstwhile NIIT Technologies Limited)
CIN: L72100DL1992PLC048753
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Subject: TDS on Dividend Payment during the Financial Year 2021-22

Dear Shareholder,

We hope that you and your family are doing well and are safe and healthy.

We are pleased to inform you that the Board of Directors of your Company at their meeting held on 6th May 2021 have proposed an Interim Dividend of Rs. 13/- per share for the financial year 2020-21. The record date for the purpose of determining the entitlement of the shareholders for the Interim Dividend has been fixed as May 19, 2021.

In accordance with the provisions of the Income Tax Act, 1961 as amended from time to time, dividend declared and paid by a company is taxable in the hands of shareholders and the company is required to deduct tax at source (TDS) from dividend paid to the shareholders at the applicable rates. We shall therefore be required to deduct tax at source (TDS) at the time of making the payment of the said Dividend.

This communication summarizes the applicable TDS provisions, as per the Income Tax Act, 1961, for resident and non-resident shareholder categories together with documentation requirements from them to enable us to comply with the TDS obligations. The applicable rates and documentation requirements are tabulated below:

Resident Shareholder:

Particulars	Applicable Rate	Documents required (if any)
With PAN	10%	Update/Verify the PAN, Residential Status as per Act and Category of Shareholder, if not already done, with the depositories (in case of shares held in demat mode) and with the Company's Registrar and Transfer Agents - Alankit Assignments Ltd 4E/2 Jhandewalan Extension New Delhi-110055 (in case of shares held in physical mode).
Without PAN/ Invalid PAN	20%#	N.A.

Submitting Form 15G/ Form 15H	NIL	Duly verified Form 15G or 15H (as may be applicable in duplicate) is to be furnished along with self-attested copy of PAN card. (This form can be submitted only in case the shareholder's tax on estimated total income for FY 2021-22 is Nil). The Forms can be downloaded from the link given at the end of this communication. (Refer Annexure 1 for Form 15G and Annexure 2 for Form 15H)
Certificate under Section 197 of the Act	Rate provided in the Certificate	Lower/NIL withholding tax certificate obtained from tax authority. Tax will be deducted at the rate specified in the said certificate, subject to furnishing a self-attested copy of the same. The certificate should be valid for the FY 2021-22 and should cover the dividend income.
An Insurance Company as specified under Sec 194 of the Act	NIL	Self-declaration that it has full beneficial interest with respect to the shares owned by it along with Self attested copy of PAN card and copy of registration certification issued by the IRDAI. (Refer Annexure 3)
Mutual Fund specified under clause (23D) of Section 10 of the Act	NIL	Self-declaration that they are specified in Section 10 (23D) of the Act along with self-attested copy of PAN card and registration certificate. (Refer Annexure 3)
Any person for or on behalf of New Pension System – Trust under clause (44) of Section 10 of the Act	NIL	Self-declaration that they are specified in Section 10 (44) of the Act. (Refer Annexure 3)
Alternative Investment Fund (AIF) established in India	NIL	Self-declaration that they are specified in Section 10 (23FBA) of the Act and established as Category I or Category II AIF under the SEBI regulations along with self-attested copy of PAN card and registration certificate issued by SEBI. (Refer Annexure 3)

#Tax would not be deducted on payment of dividend to resident Individual shareholder if total dividend to be paid/ likely to be paid in FY 2021-22 does not exceed Rs. 5,000.

Non-Resident Shareholder:

Particulars	Applicable Rate	Documents required (if any)
Foreign Institutional Investors (FIIs) / Foreign Portfolio Investors (FPIs)	20% (plus applicable surcharge and cess) Or Lower rate in DTAA, if relevant documents are furnished	<p>Update/Verify the PAN and legal entity status as per the Act, if not already done, with the depositories or with the Company's Registrar and Transfer Agents - Alankit Assignments Ltd 4E/2 Jhandewalan Extension New Delhi-110055. Provide declaration whether the investment in shares has been made under the general FDI route or under the FPI route. The declaration format can be downloaded from the link given at the end of this communication.</p> <p>A lower TDS rate as per relevant Double Taxation Avoidance Agreements ("DTAA") may also apply, if the following documents are furnished:</p> <ol style="list-style-type: none"> 1. Self-Attested copy of Indian Tax Identification number (PAN). 2. Self-Declaration in Form 10F- (Refer Annexure 4) 3. Self-Attested copy of the Tax Residency Certificate (TRC) applicable for the period April 2021 to March 2022 obtained from the tax authorities of the country of which the shareholder is a resident. 4. Self-Declaration Form – (Refer Annexure 5) <p>The declaration format can be downloaded from the link given at the end of this communication.</p>
Other Non-resident shareholders	20% (plus applicable surcharge and cess)	<p>Update/Verify the PAN, legal entity status and the residential status as per the Act, if not already done, with the depositories (in case of shares held in demat mode) and with the Company's Registrar and Transfer Agents - Alankit Assignments Ltd 4E/2 Jhandewalan Extension New Delhi-110055 (in case of shares held in physical mode).</p>
Lower rate prescribed under the tax treaty which applies to the non-resident shareholder (other than investments)	Tax Treaty Rate**	<p>In order to apply the Tax Treaty rate, all the following documents would be required:</p> <ol style="list-style-type: none"> 1. Self-Attested copy of Indian Tax Identification number (PAN). 2. Self-Attested copy of the Tax Residency Certificate (TRC) applicable for the period April 2021 to March 2022 obtained

<p>made under FPI route)</p>		<p>from the tax authorities of the country of which the shareholder is a resident.</p> <p>3. Self-declaration in Form 10F duly filled and signed. The declaration format can be downloaded from the link given at the end of this communication. (Refer Annexure 4)</p> <p>4. Self-declaration from Non-resident (Refer Annexure 5)</p> <p>Application of the beneficial rate of tax treaty for TDS is at the discretion of the company and shall depend upon completeness of the documentation and review of the same by the Company.</p> <p>The declaration format can be downloaded from the link given at the end of this communication.</p>
<p>Certificate u/s 197 (i.e. lower or NIL withholding tax certificate)</p>	<p>Rate provided in the Certificate</p>	<p>Lower/NIL withholding tax certificate obtained from tax authority. Tax will be deducted at the rate specified in the said certificate, subject to furnishing a self-attested copy of the same. The certificate should be valid for the FY 2021-22 and should cover the dividend income.</p>

** The Company is not obligated to apply the beneficial Tax Treaty rates at the time of tax deduction/withholding on dividend amounts. Application of beneficial Tax Treaty Rate shall depend upon the completeness of the documents submitted by the Non- Resident shareholder and review to the satisfaction of the Company.

The aforesaid documents, as applicable, are required to be sent to Company at email Id. Investors@coforgetech.com or, the Registrar and Transfer Agent ('RTA') at rta@alankit.com on or before 20th May-21 to enable the Company to determine the appropriate TDS rates. No communication on the tax determination/deduction received post **20th May-21** shall be considered for payment of the Interim Dividend. It is advisable to submit the documents at the earliest to enable the Company to collate the documents to determine the appropriate TDS rates.

If the dividend income is taxable in the hands of any person other than the recipient of the dividend, then the requisite details by way of a declaration in **Annexure 6** should be communicated to the Company/RTA by 20th May, 2021.

In case tax on dividend is deducted at a higher rate in the absence of receipt of the aforementioned details / documents, you would still have the option of claiming refund of the excess tax paid at the time of filing your income tax return. No claim shall lie against the Company for such taxes deducted.

If the PAN is not as per the database of the Income-tax Portal, it would be considered an invalid PAN and higher TDS, as per law, may be done.

In the event of a mismatch in the category of shareholder as per the register of members and as per fourth letter of PAN, the Company would consider fourth letter of PAN for applying the surcharge rate.

We also request you to submit / update your bank account details with your Depository Participant, in case you are holding shares in the electronic form. In case your shareholding is in the physical form, you will have to submit a scanned copy of a covering letter, duly signed by the first shareholder, along with a cancelled cheque leaf with your name and bank account details and a copy of your PAN card, duly self-attested, __. This will facilitate receipt of dividend directly into your bank account. In case the cancelled cheque leaf does not bear your name, please attach a copy of the bank pass-book statement, duly self-attested. We also request you to register your email IDs and mobile numbers with the RTA Agent Alankit Assignments Limited at rta@alankit.com with a copy to the Company at investors@coforgetech.com .

We shall arrange to email a soft copy of TDS certificate to you at your registered email ID in due course, post payment of the dividend and completion of statutory formalities. In addition, to verify the tax deduction, the shareholders can also check their Form 26AS/ Annual Information Statement (AIS) from their e-filing account at <https://incometaxindiaefiling.gov.in>.

We seek your co-operation in the matter.

Thanking you,
For Coforge Limited
Sd/-
Lalit Kumar Sharma
(Company Secretary)

The declaration Forms can be downloaded from the below link:

- Form 15G-Applicable to any person other than a company or a firm - *Annexure 1*
- Form 15H- Applicable to an Individual who is 60 years and above - *Annexure 2*
- the format of Self-declaration for claiming exemption- *Annexure 3*
- the Form 10F- *Annexure 4*
- the Declaration for non-residents for claiming treaty benefits- *Annexure 5*
- the Declaration for TDS credit to another person - *Annexure 6*

Disclaimer: The above information does not constitute tax or legal advice. In view of the individual nature of the tax implications, each investor is advised to consult his or her own tax advisors with respect to the specific tax implications.

In case you require any clarification please do write to investors@coforgetech.com or at above mentioned address.