

Date: 07.09.2026

**To,
NSE Limited
National Stock Exchange of India Ltd., Exchange Plaza,
C-1, Block G, Bandra Kurla Complex, Bandra (E)
Mumbai – 400 051**

Script Code: VIVIANA

Dear Sir/Madam,

Sub: Letter to shareholders containing the web-link of the Notice and Annual Report for 12th Annual General Meeting

Pursuant to the Regulation 36(1)(b) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company is sending a letter providing a weblink of the Annual Report 2025-26 to those Members who have not registered their email addresses with the Company/ Depositories/ Depository Participants. A copy of the letter is enclosed for your records.

The above information is also available on the website of the Company at www.vivianagroup.in. You are requested to take the above information on record.

Kindly take the above information on record.

**Yours faithfully,
For Viviana Power Tech Limited**

**(Kavaljit Nishant Parmar)
Company Secretary
Mem. No. A53248**

VIVIANA POWER TECH LIMITED

ELECTRIFYING NATION WITH TRUST

Epc Projects of Power Transmission/Distribution upto 400KV System

Regd. Add. : 313-315, Orchid Plaza, Bh..McDonalds's Sama Savli Road, Vadodara-390008

Corporate Off: 7th Floor, Shiva Building, Sarabhai campus, Vadiwadi, Vadodara, Gujarat 390023

Email: info@vivianagroup.in | Mo.No.:+91 8866797833 | Web : www.vivianagroup.in | CIN : L31501GJ2014PLC081671

Through Ordinary Post / Registered Post / Speed Post

To
Name of Shareholder
Address
Pin Code

Sub: Notice of 12th Annual General Meeting (AGM) of VIVIANA POWER TECH LIMITED and Annual Report for the Financial Year 2025-26

Dear Sir(s),

We are pleased to inform you that the **12th Annual General Meeting ('AGM') of VIVIANA POWER TECH LIMITED ('The Company')** is scheduled to be held on **Tuesday, 29th September, 2026 at 11.30 A.M. (IST) through Video Conferencing ('VC') facility/ Other Audio Visual Means ('OAVM')**.

As per Regulation 36 (1) (b) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, ('SEBI Listing Regulations, 2015'), as amended, the web-link, including the exact path, where complete details of the Annual Report are available is required to be sent to those member(s) who have not registered their email address(es) either with the Company or with any Depository or Skyline Financial Services Private Limited, Registrar & Share Transfer Agent (RTA) of the Company.

Accordingly Exact path where the Annual Report 2025-26 together with Notice calling 12th Annual General Meeting, and the Explanatory Statement are available at:

Weblink for AGM Notice: <https://vivianagroup.in/AGM%20NOTICE.pdf>

Weblink for Annual Report: <https://vivianagroup.in/Annual%20Report%20FOR%20F.Y.%202025-26.pdf>

This letter is being sent to those member(s) who have not registered their email address(es) either with the Company or with any Depository or RTA of the Company as on the **Cut-off Date i.e. 28th August, 2026**

This is also a reminder to update KYC details pursuant to SEBI Master Circular No. SEBI/HO/MIRSD/POD-1/P/CIR/2024/37 dated May 07, 2024, and to dematerialise physical securities. The circular issued by SEBI mandates all the listed companies to record PAN, Address with PIN code, Mobile Number, Bank Account details, Specimen Signature and choice of Nomination of shareholders holding securities in physical mode. While updating Email ID is optional, the security holders are requested to register email id also to avail online services. This is applicable for all shareholders holding securities in physical mode.

The aforesaid SEBI Circular also mandates that security holders holding in physical mode whose folios do not have PAN, Choice of Nomination, Contact details, Bank Account details and Specimen Signature updated, shall be eligible for any payment including dividend, interest or redemption payment in respect of such folios, only through electronic mode with effect from April 1, 2024.

In case of any queries, shareholders may write to the Company Secretary at the Company's email address at info@vivianagroup.in

Moreover, you are also requested to update your email address at the earliest, either through your depository participants for shares held in electronic form or send a communication to the Company / RTA, to facilitate the updation and to continue receiving all important information & documents thereafter via electronic mode. The detailed process for registering the email addresses is provided in the Notice convening the AGM.

Please quote your Folio No / DPID-Client Id in all future communication with us.

Thanking you,

Yours sincerely,

For Viviana Power Tech Limited

Sd-

CS Kavaljit Parmar

Company Secretary & Compliance Officer

Date: 05.09.2026

Place: Vadodara

VIVIANA POWER TECH LIMITED

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Email: info@vivianagroup.in | Mo.No.: +91 8866797833 | Web : www.vivianagroup.in | CIN : L31501GJ2014PLC081671