

NOTICE TO ELIGIBLE SHAREHOLDERS - BUYBACK OF EQUITY SHARES

Tata Consultancy Services Limited ("Company") has sent the Letter of Offer and Tender Form dated November 28, 2023 for Buyback to all the Eligible Shareholder(s) holding Equity Shares as on the Record Date (Saturday, November 25, 2023) through electronic means to those Eligible Shareholder(s) who have registered their e-mail ids with the Company/Depositories.

Further, if the Company or the Registrar to the Buyback receives a request, along with details as specified under paragraph 20.1 of the Letter of Offer, from any Eligible Shareholder for a physical copy of the Letter of Offer/ Tender Form, the same shall be provided to such Eligible Shareholder.

The schedule of Buyback activities is as follows:

Activity	Day and Date
Date of Opening of the Buyback Offer Period	Friday, December 1, 2023
Date of Closing of the Buyback Offer Period	Thursday, December 7, 2023
*Last date and time for receipt of required documents by the Registrar to the Buyback (Refer Point No. 20.10.2 on page 36 of Letter of Offer)	Thursday, December 7, 2023 by 5 p.m. (IST)

**If the Eligible Shareholder holds Equity Shares in physical form.*

*For terms and conditions of Buyback and other details, please refer the Letter of Offer.

The details of the entitlement ratio is as follows:

Category of Eligible Shareholder	Ratio of Buyback (i.e. Buyback Entitlement)*
Reserved category for Small Shareholders	1 Equity Share for every 6 Equity Shares held on the Record Date
General category for all other Eligible Shareholders	2 Equity Shares for every 209 Equity Shares held on the Record Date

*For further information on Ratio of Buyback as per the Buyback Entitlement in each Category, please refer para 19.12 on page 33 of the Letter of Offer.

Eligible Shareholders can also check their entitlement on the website of the Registrar to the Buyback by following the steps given below:

- 1) Click on <https://web.linkintime.co.in/Offer/Default.aspx>
- 2) Select the name of the Company – 'Tata Consultancy Services Limited – Buyback – 2023'
- 3) Select holding type - "Demat" or "Physical" or "PAN"
- 4) Based on the option selected above, enter your 'DPID CLID' or 'Folio Number' or 'PAN'
- 5) Then click on View button
- 6) The entitlement will be provided in the pre-filled 'FORM OF ACCEPTANCE-CUM ACKNOWLEDGEMENT'

In case you have not received the Letter of Offer and Tender Form, the same is also available on the website of the Company at (<https://www.tcs.com/investor-relations/events/tcs-buyback-2023>), the SEBI (www.sebi.gov.in), the NSE (www.nseindia.com), the BSE (www.bseindia.com), the Manager to the Buyback (www.jmfi.com) and the Registrar to the Buyback (www.linkintime.co.in).

Capitalised terms used in this Advertisement and not defined herein shall have the same meaning as ascribed in the Letter of Offer.

For Tata Consultancy Services Limited

Sd/-

Pradeep Manohar Gaitonde
Company Secretary

Place : Mumbai

Date : November 28, 2023

Registered Office:

9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021

Corporate Identity Number (CIN): L22210MH1995PLC084781

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