

No: /TTr-HĐQT-SVC

Ho Chi Minh City, [ ] [ ] 2025

To: General Meeting of Shareholders of Saigon General Services Corporation

## PROPOSAL

### Regarding the Change of the Registered Head Office Address of Saigon General Services Corporation

- Pursuant to the Enterprise Law 2020 and its guiding documents;
- Pursuant to the Charter on Organization and Operation of Saigon General Services Corporation;
- Pursuant to the actual operational situation of the Company,

The Board of Directors (“BOD”) respectfully submits to the Annual General Meeting of Shareholders (“AGM”) for consideration and approval the matter concerning the change of the registered head office address of Saigon General Services Corporation (“Company”), with details as follows:

#### 1. Content of the Change:

- Current registered head office address: 91 Pasteur, Ben Nghe Ward, District 1, Ho Chi Minh City, Vietnam
- Proposed new head office address: 220Bis Nguyen Huu Canh, Ward 22, Binh Thanh District, Ho Chi Minh City, Vietnam

#### 2. Amendment to Clause 2.3, Article 2 of the Company’s Charter regarding the registered head office of the Company as follows:

Current Content	Amended Content
<b>Article 2. Name, Form, Head Office, Branches, Representative Offices, and Duration of Operation of the Company</b> <b>2.3. Head Office of the Company:</b> Address: 91 Pasteur, Ben Nghe Ward, District 1, Ho Chi Minh City, Vietnam Telephone: (84.28) 3821 3913 Fax: (84.28) 3821 3553 Email: <a href="mailto:ir@savico.vn">ir@savico.vn</a> Website: <a href="http://www.savico.com.vn">www.savico.com.vn</a>	<b>Article 2. Name, Form, Head Office, Branches, Representative Offices, and Duration of Operation of the Company</b> <b>2.3. Head Office of the Company:</b> Address: 220Bis Nguyen Huu Canh, Ward 22, Binh Thanh District, Ho Chi Minh City, Vietnam Telephone: (84.28) 3821 3913 Fax: (84.28) 3821 3553 Email: <a href="mailto:ir@savico.vn">ir@savico.vn</a> Website: <a href="http://www.savico.com.vn">www.savico.com.vn</a>

#### 3. Implementation

The Chairman of the Board of Directors/Legal Representative is authorized to carry out the necessary procedures to change the head office address of the Company in accordance with the



Company's Charter, applicable legal regulations, and guidance from competent state authorities. For clarity, the Chairman of the BOD and the General Director may independently or jointly perform the authorized tasks mentioned above.

**Respectfully submitted to the General Meeting of Shareholders for consideration and approval.**

**ON BEHALF OF THE BOARD OF DIRECTORS  
CHAIRMAN**

**Ngo Duc Vu**