

Type	Question	Answer
About OFS	What is Offer for Sale (OFS)?	The Securities and Exchange Board of India (SEBI) by a circular CIR/MRD/DP/18/2012 dated 18 July 2012 and CIR/MRD/DP/04/2013 dated 25 th January, 2013, has permitted the Stock Exchanges to provide a separate window, i.e. apart from the existing trading system for the normal market segment, to facilitate promoters of listed companies to dilute/offload their holding in listed companies in a transparent manner with wider participation. Please refer to BSE Notice 20130129-23 for comprehensive guidelines. You can also visit the link: Home>Markets>Offer for Sale>About Offer for Sale
	Who are eligible to participate?	<p>Exchange(s) The Exchange(s) where the Promoters decide to offload their holding.</p> <p>Sellers (i) All promoter(s)/ promoter group entities of such companies that are eligible for trading and are required to increase public shareholding to meet the minimum public shareholding requirements. (ii) All promoter(s)/ promoter group entities of top 100 companies based on average market capitalization of the last completed quarter.</p> <p>Buyers All investors registered with the brokers of the aforementioned stock exchanges other than the promoter(s)/ promoter group entities</p>

About System	Is this available on BOLT?	No. This is available on a web based platform named iBBS (Internet Based Book Building Platform)
	What is iBBs and how is it linked with OFS?	This is an Internet Based Book Building Software accessible by all Trading Members of the Exchange. The OFS module on iBBS can be accessed from internet. Internet explorer version IE above 6 is most preferred mode to access OFS. DEMO URL: https://demo.bseindia.com/asba LIVE URL: https://ibbs.bseindia.com Trading Members can also access the OFS module through leased line https://10.1.101.254/index.aspx
	Is this platform only for Offer for Sale?	This platform is used for Initial Public Offers(IPO), Offer for Sale(OFS), Reverse Book Building(RBBS), Debt Issue, Institutional Placement Programme (IPP), Rights Issue and Fixed Price Issue
	Should we make an application for accessing this platform?	As a Trading Member of the Exchange: All Trading Members registered with the Exchange can access this platform As an Investor: All investors can participate for placing bids through a Trading Member with whom they have registered.
	What is Demo URL and Live URL?	Demo URL is for bidding in the Mock Session and Live URL is for bidding during the Live Session
	Where can we get more information about the OFS/IPO/Debt Modules?	After logging into iBBS, you can download help file for OFS Issues under the header "OFS" for IPOs under the header "Utilities" and for Debt Issues under the header "Debt"

OFS Announcement / Opening	What is Mock Session & Live Session?	Mock Session is held one day prior to the Live Session to enable Trading Members to get acquainted with the bidding process for a particular OFS issue. Live Session is the day when actual bidding takes place for Offer.
	How will we know when the Mock Session for a particular OFS issue is going to be held?	A notice is issued by BSE on T-2 date, T being the date on which the OFS issue will commence. You can access the link through our website at www.bseindia.com under Markets>Notices/Circulars
	How will we know when the Live Session for a particular OFS issue is going to be held?	A notice is issued by BSE on T-1 date, T being the date on which the OFS issue will commence. Full detail about the issue including Activity Schedule is provided in this Notice. You can access the link through our website at www.bseindia.com under Markets>Notices/Circulars
	Can we use the login details of Mock Session like login Ids & passwords for the Live Session?	No. Login details for Mock Session and Live Session are different.

About Operational procedure	How to get login details for accessing iBBS Mock Session and Live Session?	We have our dedicated team of helpdesk to help you for accessing the iBBS platform. You have to email to bsehelp@bseindia.com mentioning your Member ID for getting login details for the Mock and Live Sessions.
	After inserting login details, system shows the message "Please Wait"	You must have kept Pop up blocker on "Off" mode. Go to Tools Menu and turn "ON" pop up blocker. Kindly ensure that you are using the proper URL, as the URL and login details are different for Demo & Live.
	Password is incorrect, how do we reset the password?	Send in your request through your registered email ID to bsehelp@bseindia.com giving your Member ID for resetting your password
	As an investor, can we have access to the OFS Module?	No. This facility is only for the Trading Members of the Exchange. All investors can participate for placing bids through a Trading Member with whom they have registered.
	Where can we get information about the OFS?	The Exchange would issue following Notices on its website www.bseindia.com : <ol style="list-style-type: none"> 1. Announcement notice on T-2 day (T being date of issue) detailing the name of the company, the Seller(s) or Promoter(s), number of shares being offered, bid time, allocation methodology, Seller Member(s) etc. 2. Mock Trading Notice on T-2 day 3. Activity Schedule Notice and Floor Price Notice if any on T-1 Day All notices will be available on website www.bseindia.com Link: Markets>Market Info>Notices/Circulars

	How do we know about the current OFS offering, if any?	You can get the details on the Exchange website www.bseindia.com under: Markets>Offer for Sale>Live/Forthcoming Issues
	How to put bids/orders?	LIVE URL: https://ibbs.bseindia.com : Path: OFS>Order Panel>Bid Entry. Enter the OFS Symbol, Category, UCC, Margin type, Qty, price and hit on the "submit" button. If the bid entry is accepted, the system responds by displaying "BID ENTRY ACCEPTED. BID ID No". You have to ensure sufficient margin is available in OFS segment in your margin account.
	Is OFS bidding available throughout the day?	As per the SEBI guidelines, OFS bidding is available within the normal trading hours. However, for each OFS issue timings may change, you are requested to refer the Exchange notices for a particular issue.
	We are getting error in manual bidding process for an OFS Issue	The mandatory fields which you need to enter during bidding are: OFS Symbol, Category, UCC, Margin type, Qty, price If you intend to give up your bid online to Custodian then you have to also put Custodian number and CP code.
	Is separate UCC registration required for OFS?	No. Existing UCC registration of secondary market should be used.
	How will we know whether our bids are accepted by the system?	If the bid is accepted, then the system will display the BID ID Number.
	Where can I see rejection Orders by Custodian?	Under OFS>Downloads>Bid Download – Select OFS Name and Select “Download Custodian Reject” under the option File Type

How to increase collaterals?	The process of depositing/increasing cash collaterals is same as that of Equity cash segment. However, while instructing the Clearing Banks for the same, the members should specify the segment as OFS segment of BSE.
When will the allocation file be available?	The allocation file will be available in the OFS module on T day. Members can download the allocation file from OFS module from 5:30 p.m. onwards. (Path: OFS>Downloads>Bid Download – Select OFS Name and Select “Download Allotment File” under the option File Type). Further, the trade files will be available from extranet from 6:00 p.m. onwards.
How will I know whether any shares are allocated to me?	If the members are not allocated any shares, then there will be no file for download
Can we view bids placed by other members?	No. You can view only those bids which have been bid by you.
What are normal bids?	Bids backed by 100% margin and bids with 0% margin are Normal bids.
What are provisional bids?	Bids with 100% margin which are given up online to custodians and awaiting custodians confirmation are called provisional bids.
If there is a new customer, can we still place the bid?	Yes, before placing the bids you can register the UCC of the new customer through online at https://ucc.bseindia.com . After registration of Customer, you can use the UCC fetched from the above URL, for bidding.
If custodian code is entered, whether Members margin will be blocked?	No, but bids will be valid only if custodians confirm. Upon confirmation by custodians, margins of custodians will be blocked.
As a custodian member, can we do bulk upload for bid confirmation /rejection	Yes, You can confirm/ reject bid via file upload facility available in RTRMS module.

Types of Investors	For Retail and HNI, which category should be selected by us	Please select category NII while placing bids for Retail and HNI customers
	If our customers are NRI, Corporate, which category should be selected by us?	<p>You should select "NII" for the following type of customers:</p> <p>Hindu Undiv. Family/Partnership Firm/Non Reg. Trust/Company/Individual/Merchant Banker/Sole Proprietor/Overseas Corp. Bodies/Non Resident Indian Others/Portfolio Mngt. Sch./Assoc. of Persons</p> <p>You should select "OTHS" for the following type of customers:</p> <p>Foreign Ven. Cap.Funds/Qual.Foreign Investors/Foreign Inst. Investor/Indian Fin. Inst./Banks/New Pension Sch.</p> <p>You should select "IC" for the following type of customers: Insurance Companies</p> <p>You should select "MF" for the following type of customers: Mutual Funds</p>
	Which are the categories available for selection, while entering bids and is it compulsory?	<p>It is mandatory to select category and following are the categories available:</p> <p>MF - Mutual Funds IC - Insurance Company OTHS - FIIs, Other Financial Institutions and Banks NII - Non Institutional Investors - HUF, Trust, Proprietary, Retail, Corporate</p>
	If we want to trade in our own account, then what category should we select?	You have to select NII (non institutional investor)

About Bidding	After entering the bid details, why the submit button is not active?	User has to ensure that all the mandatory fields are entered before hitting the "submit" button.		
	Will our bid be rejected if pan no. in small case?	No, bid will not be rejected if PAN no. is entered in small case while registering UCC of clients.		
	If we are placing bid for self/proprietary, then which UCC should be entered?	You have to use UCC as "OWN"		
	Whether upload of bulk bids/orders is available?	Yes. File upload facility is available for bulk bids upload. For file formats please refer to BSE Notice 20120727-26 (refer point no.3.3.4). You can also download the help file from iBBS under the header "OFS" for the detailed procedure on upload of bulk bids/orders		
	Why we are unable to upload the bids file?	Kindly check the file format. It may be incorrect.		
	Upto what time can we modify/cancel bid?	Modification/Cancellation is allowed till the end of OFS session depending upon the margin type selected by the member. For further details refer to the details given below:		
No.	Margin Type	Bid Status	Modification	Cancellation
1	100% Upfront Margin	Member Bid	Y	Y
2	100% Upfront Margin	Awaiting custodian confirmation	Y	Y
3	100% Upfront Margin	Confirmed by custodian	Y	Y
4	No Margin (0%)	Member Bid	Y (Upward)	N
5	No Margin (0%)	Awaiting custodian confirmation	Y (Upward)	N
6	No Margin (0%)	Confirmed by custodian	Y (Upward)	N
	Why is there a dummy ceiling price in OFS Issue?	To minimize errors in bidding process, ceiling of 2.5 times of the floor price is kept as dummy ceiling price		
	If we are custodians how do we participate in OFS?	Custodians are not given access to OFS Module for Bid/Order entry. Only Trading Members can put bids. Custodians can accept and reject bids of their Institutional Clients through RTRMS		

	What is online giving up of bids to the Custodian?	The Trading Member can directly give up a bid to the Custodian by entering the Custodian clearing code at the time of bid entry. Trading Members collateral will not be blocked for such bids. Bids with 0% margin will be classified as “Normal” and Bids with 100% margin will be classified as provisional till the custodians accept / approve the bids.
	What is offline giving up of bids to the Custodian?	The Trading Members can also give up bids (via RTRMS) to a Custodian for which Trading Members collateral is already blocked. For 100% margin, offline give up can be done on T day only. For 0% margin, offline give up can be done on T and/or T+1 day.
	What will happen to 0% margin online give up bids if custodians do not confirm?	The onus of the bid will be transferred to the Trading Member
	What will happen to 100% margin online give up bids if custodians do not confirm?	The custodians have to confirm the bid on T day itself. If they do not confirm, then the bid will lapse
	What will happen to 0% and 100% offline give up bids if custodians do not confirm?	The onus of the bid will be transferred to the Trading Member
About Pricing	What is indicative price?	Indicative price is the volume weighted average price of all the valid / confirmed bids which is displayed to the market throughout the trading session.
	What is clearing price?	The Clearing price can be equal or above the floor price. <ul style="list-style-type: none"> • Single Clearing Price Single Clearing Price is the price at which the shares are allocated to the successful bidders in a proportionate basis methodology. • Multiple Clearing Prices Multiple Clearing Prices are the prices at which the shares are allocated to the successful bidders in a price priority methodology.

		<p>The clearing price is the price at which the book gets exhausted. This is the price at and above which allocation is done.</p> <p>The Clearing price will be disclosed and displayed by the Exchange on the Website post allocation under Markets>Live/Forthcoming Issues>(select the company). The clearing price is displayed under "NOTES".</p>
About Allocation	What is price priority?	<p>The Allocation is done on multiple price. In this method the highest price bidder gets maximum preference. In this method the every bidder above clearing price gets allocation on Price Priority basis of his demand.</p> <p>The clearing price is the price at which the book gets exhausted.</p>
	What is proportionate basis?	<p>The Allocation is done on single price. In this method the every bidder above clearing price gets allocation on proportionate of his demand.</p> <p>The clearing price is the price at which the book gets exhausted.</p>
	How is the allocation done?	<p>There are two allocation methodologies:</p> <ol style="list-style-type: none"> 1. Price Priority 2. Proportionate Basis <p>The same is informed by Exchange by issuing Notice for every OFS offering</p>
	When & where will we know whether we have been allotted shares?	<p>Allocation file will be available for download from iBBS module and the EOD trades files will be available for download from extranet.</p> <p>Refer BSE Notice 20130129-23 for file formats</p>
	How to download the allocation file and trade files?	<p>First in iBBS module to members (Path: OFS Menu-> Bid Download-> Select File Type "Allotment File").</p> <p>All EOD files are available on Extranet after Allotment File is released in iBBS.</p>
	After the bid closes, who does the allocation?	<p>The Designated Stock Exchange does the allocation</p>
	Is their any stamp duty or STT?	<p>Stamp duty and STT are applicable to all transactions of OFS and is similar to secondary market transactions</p>