



INSTRUCTIONS FOR REGISTRATION AND BIDDING

REGISTRATION PERIOD OPENS FROM JANUARY 12, 2017 TO JANUARY 17, 2017 BETWEEN 9:00 AM TO 5:00 PM AND BETWEEN 9:00 AM TO 3:00 PM ON JANUARY 18, 2017

BIDDING PERIOD OPENS FROM JANUARY 17, 2017 TO JANUARY 18, 2017 BETWEEN 9:00 AM TO 5:00 PM

INITIAL PUBLIC OFFERING OF ORDINARY SHARES OF ROSHAN PACKAGES LIMITED (“RPL” or the “Company”) THROUGH BOOK BUILDING PROCESS AT A FLOOR PRICE OF PKR 35.00/- PER SHARE

The Present Issue comprises of 32,500,000 Ordinary Shares (30.23% of the Total Post-IPO Paid-up Capital of the Company with Face Value of PKR 10.00/- each).

Book Building portion of the Issue comprises of 24,375,000 Ordinary Shares (75% of the Total Issue Size) at a Floor Price of PKR 35.00/- per share (including a premium of PKR 25.00/- per share)

Instructions for Registration and Bidding

1. Only registered investors will be eligible to participate in the bidding process.
2. Investors are required to fill in the Registration Form and submit the complete Registration Form along with Margin Money at the Bid Collection Centres during the Registration Period.
3. For deposit of Margin Money only Pay Orders, Demand Drafts or a bank receipt evidencing Online Transfers in the designated bank account shall be accepted during the Bidding Period. **Each eligible investor shall only submit a single pay order, demand draft or evidence of online transfer of money along with the Registration Form. It may also be noted that only a single pay order, demand draft or evidence of online transfer of money shall be accepted by the Book Runner along with each Additional Payment Form.**
4. Once the investor is registered in the System, the investor will receive Username and Password via an automatically generated e-mail through the System software.
5. Investors can directly place their bids online during the Bidding Period by using the Username and Password provided to them via e-mail or submit the Bidding Form at the bid collection centres in person.
6. On entry of bid in the System, the investors will receive an e-mail confirmation of their bid via the System software.
7. Investors can revise and withdraw their bids online. Please visit www.bkb.psx.com.pk to access online portal. Online access will be available for bid revisions during the Bidding Period from 9:00 am to 5:00 pm. **An investor will not be allowed to place or revise a bid with a price variation of more than 20% of the prevailing Indicative Strike Price.** No downward revision shall be allowed after 4:00 pm on last day of the Bidding Period.

Please Note:

1. Fill in all the particulars of the form accurately in **BLOCK LETTERS**.
2. For deposit of margin money, only Pay Orders, Demand Draft will be accepted or online transfer facility (pay order or demand draft may be deposited at any branch of Dubai Islamic Bank and evidence to be submitted to the book runner) into the respective IPO account of the Issuer, **A/C No. 0040093004**, titled **“Roshan Packages Limited (Book Building)”**, maintained at Dubai Islamic Bank, Gulberg Branch, Lahore.
3. Kindly provide a copy of CNIC or Passport (in case of Individual Investors) or NTN Certificate / Certificate of Incorporation (in case of Institutional Investor) along with the Registration Form.
4. Applicants are requested to provide accurate contact details. Please provide accurate landline number(s), mobile number(s), fax number(s), UIN(s), NTN number and e-mail address(es).
5. **Bidders are requested to provide two copies of the bidding instrument at the time of bid submission.**
6. The National Taxation Number (“NTN”) of Roshan Packages Limited is **1436951-6**. This NTN shall be required by applicants for making their respective pay orders.
7. The Bidder is required to duly fill Additional Payment Form for depositing additional funds for enhancement of deposit amount.
8. All payments are to be made in favor of **“Roshan Packages Limited (Book Building)”** at any of the following bidding centers:

Bid Collection Centers

Karachi

Contact Person: **Omais Marghoob**
Mobile Number: 0321 821 0505
Direct Number: 021 3246 5891
PABX Number: 021 111 245 111
Fax Number: 021 3242 9653
Email: Omais.marghoob@arifhabibltd.com
Postal Address: Arif Habib Center, 23 MT Khan Road, Karachi

Contact Person: **Ammad Tahir**
Direct Number: 021 3243 3542
PABX Number: 021 111 245 111
Fax Number: 021 3242 9653
Email: Ammad.tahir@arifhabibltd.com
Postal Address: Naya Nazimabad, Mangopfir Road, Karachi

Lahore

Contact Person: Muhammad Waleed Rahmani
Mobile Number: 0321 821 0504
Email: Waleed.rahmani@arifhabibltd.com
Postal Address:

Islamabad

Contact Person: **Muhammad Nouman Zamurrad**
Mobile Number: 0321 821 0507
Direct Number: 051 260 5624 Ext: 8150
Email: Muhhammad.zamurrad@dipbak.com



Room # 220, Arif Habib Limited,
Lahore Stock Exchange, Lahore

Postal Address:

Jinnah Avenue, Roshan Center, Blue
Area, Islamabad

Peshawar

Contact Person: **Amjad Khan**
Mobile Number: 0321 821 0508
Direct Number: 091 525 0502
Email: Amjad.k@dibpak.com
Postal Address: Main Saddar Road, near State Bank,
Peshawar

Quetta

Contact Person: **Farrukh Javed**
Mobile Number: 0321 821 0503
Direct Number: 081 8265612 081
Email: Farrukh.javed@dibpak.com
Postal Address: DIB Quetta Main Branch, 030 Ward
No. 15 M.A. Jinnah Road, Quetta

9. **CASH SHOULD NOT BE SUBMITTED WITH REGISTRATION FORM AT THE BID COLLECTION CENTER.**
10. **THE BID SHOULD BE SUBMITTED ON THE PRESCRIBED BIDDING FORM ALONG WITH THE REGISTRATION FORM IN PERSON OR THROUGH FAX AT THE NUMBERS MENTIONED IN NOTE 8 ABOVE. REGISTERED INVESTORS CAN ALSO PLACE THEIR BIDS DIRECTLY VIA THE ONLINE PORTAL BY VISITING WWW.BKB.PSX.COM.PK.**
11. Bids can be placed at "Limit Price" or "Step Bid".

a) Payment for Limit Price:

If investors are placing their bids through "Limit Price" then they shall deposit the Margin Money based on the number of shares they are bidding for at their stated bid price.

For instance, a Bidder may bid for 2 million shares at PKR 38.00 per share, then total Application Money would amount to PKR 76 million. The Bid Amount will be PKR 76 million. Since the Bidder has placed a Limit Bid of PKR 38.00 per share, this indicates that he / she / it is willing to subscribe the shares at a price up to PKR 38.00 per share.

b) Payment for Step Bid:

If investors are placing their bids through "Step Bid" which is a series of limit bid at increasing prices then they shall deposit the Margin Money / Bid Amount based on the total number of shares they are bidding for at their stated bid price. The aggregate amount of step bid shall not be less than PKR 1,000,000/- and the amount of any step shall also not be less than PKR 1,000,000/-.

Under this bidding strategy, Bidders place a number of Limit Bids at different increasing price levels. The Bidders may, for instance, make a bid for 0.5 million shares at PKR 36.00 per share, 1 million shares at PKR 38.00 per share and 1.5 million shares at PKR 40.00 per share then in essence the investor has placed one Step Bid comprising of three Limit Bids at increasing prices. The bid amount will be PKR 116 million. In case of Individual Investor, the Margin Money will be 100% i.e. PKR 116 million whereas in case of Institutional Investor the Margin Money shall be 25% of the bid amount i.e. PKR 29 million.

12. The applicant, if Individual Investor, shall submit amount of 100% of the application money as Bid / Margin Money whereas Institutional Investors shall submit not less than 25% of the application money.
13. Book Runner shall not accept or register any new Bidders after **3:00pm during the last day of Bidding Period and after 4:00pm no bid shall be withdrawn from the System.**
14. The Bidder can view the color of the book, i.e. bid price and number of shares against each bid price online anytime during the Bidding Period at the following websites: www.psx.com.pk
15. Successful Bidders shall be intimated, within **one (1) working day** of the closing of the Bidding Period, the Strike Price and the number of shares provisionally allotted to each of them.
16. The successful institutional Bidders shall, within **three (3) working days** of the closing of the Bidding Period, deposit the balance amount, if required, as consideration against allotment of shares.
17. Where a successful Bidder defaults in payment of shares allotted to him, the Margin Money deposited by such Bidder shall be forfeited to the Book Runner.
18. Final allotment of shares out of the Book Building Issue shall be made after receipt of full subscription money from the successful Bidders; however, shares to such Bidders shall be transferred at the time of transfer of shares out of the general public offer to successful applicants.
19. Margin Money of unsuccessful Bidders shall be refunded within **five (5) working days** of the close of the Bidding Period, through courier, to the address submitted on the Bidding Form.



For investor education please visit www.jamapunji.pk
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