



MANDATE ACCEPTANCE CRITERIA

A. Applicability of the Policy

This policy shall be applicable on each and every person associated with the company in the business of merchant banking. Starting from the Board of Directors to the Key Managerial Personal and every staff working in the company

B. The Policy

1. The company before accepting any mandate regarding the Initial public offering (IPO)/ any other work shall first itself conduct pre-due diligence of proposed clients and its promoters which interlia as under
 - a. Meets the client and ascertain vision and objective of the IPO
 - b. Verify the KYC and other regularity registrations of the company and promoters
 - c. Understand the business process of the company and undertake visits of the company manufacturing facilities and offices.
 - d. Review of the Credit rating and CIBIL reports of the company and its promoters
 - e. Take the reference of the company and promoters from markets and other vendors/customers of the company.
 - f. Ascertain eligibility, competence, business model of the company.

After ascertaining the company on above parameters, the company will sign the mandate.

2. Before executing the work, the company will sign the mandate which will clarifies the way of working and the process of working which will be followed during the tenure of the Initial public offering (IPO)/other work between the parties, this includes such as:-
 - Pre IPO Preparatory Assistance
 - Due Diligence
 - Valuation / Issue Pricing
 - Preparation of IM / Investor Presentation and Handling PR & Marketing of IPO including Organizing Road-shows
 - Preparations of DRHP and Other Documents
 - Issue Marketing, Investor Meet & PR
 - Issue Management
 - Post IPO Closure Assistance
 - Fee criteria
 - Other necessary terms viz confidentiality, secrecy, termination provisions etc.

