

Ref: 12-13/ISS/2062 /KS
December 26, 2012

All Registered Intermediaries of ISS

Dear Sir / Madam

Sub:Public Issue of Tax free secured NCD of India Infrastructure Finance Company Limited.

As you aware that A.K. Stockmart Pvt. Ltd. for providing the services for participation in Public and Private Placement of Debt financial instruments in Bond Market. The forthcoming issue India Infrastructure Finance Company Limited-Public Issue of Tax Free Bonds. Issue opens on 26.12.2012 and closes on 11.01.2013.

Common link(Browser Based) for Downloading the Application forms:

- The Link A K Stockmart Pvt Ltd. for download the application forms is <http://www.akstockmart.com/akintra/>
- Downloaded form once filled with all details upload through the same link.
- Client can modify their details in case of any discrepancies.
- Please find the below **detailed procedure of login in to the portal for bidding**
- Banking locations for submitting the Form is attached in Annexure "A".
- Documentation details attached as Annexure "B"

Commission:

ISS will be sharing commission with our sub broker as per annexure "C" (Payout structures attached) for Power Finance Corporation Ltd.

Sub Broker Code to be mentioned in the Application:-

Sub Broker/ Agent Code
ISS (Sub-Broker four digit code) (Example ISS- W999)

In case you need any further clarification, please feel free to contact the undersigned or Ashok M at 61829541 or your Relationship Managers.

Yours faithfully,
For ISE SECURITIES & SERVICES LTD

M. N. Kevin Sunder
Senior Manager, CNS Dept.

Encl: Annexure "A" Bank Details

DETAILED PROCEDURE OF LOGIN IN TO THE PORTAL FOR BIDDING

1. Kindly follow the process for bidding.

- Open the link: <http://www.akstockmart.com/akintra/>
- Enter the login id: **COM992383** and password: **pass@123** (together caps off)
- Select public issue option.
- Select application upload option.
- Select I accept option.
- Select drop down Application entry.
- Select issue name.
- Enter Application no and confirm the same.
- Select Introducer as IFA Name.
- Enter applicant name.
- Enter Pan Card No.
- Select Application category.
 1. For Retail “ Resident individual less or equal to 10 lacs”
 2. For HNI “ Resident individual more than 10lacs”

Similar for corporate you have different option please select accordingly.

Select ASBA/Non ASBA. (**if application along with cheque select NON ASBA**)

In case of ASBA application Please enter :

1. ASBA Bank Name.
2. ASBA Bank Location.
3. Account No
4. Cheque is not required in ASBA application.

In case of Non ASBA application Please enter:

1. Cheque no
 2. Cheque is required in NON ASBA application.
- Select Option.
 - Enter the no (qty) of bonds applied “ **for eg 10 bonds the system will calculate the Cheque amount.**
 - Select DP type.
 - Enter DP id (**in case of CDSL please enter the first eight digit in dp id column**)
 - Enter Client Id(**in case of CDSL please enter the remaining eight digit in the client id column**)
 - **Please ask your channel partner to please enter there code in the remark column.**

2. Ask the client to fill the form

Details required in the form:

- **Name of the Investor.**
 - **Pan Card Number**

 - **Address of the investor**

 - **Email id**
 - **Dp Id details.**
 - **Minimum application should be of 5 bonds (5*1000=Rs5000/-)**
 - **Cheque in favour of **India Infrastructure Finance Company Limited-Public Issue of Tax Free Bonds** “**
3. Select Application Upload Report.
 4. Check the bid no and enter it on the top of the form..
 5. In case there are some changes to be made in the bid please select “**EDIT**” option and make the changes and then submit.
 6. In case if you want to cancel the bid please select “ **Cancel**”

 7. Once the bid no is mentioned on the top of the form then submit the form to the nearest bank branch which will be provided to you and take an acknowledgment from them
 8. Please scan the acknowledgment copy and send it to cns@iseindia.com and prashant.poojari@akgroup.co.in
 9. The no of form bid in the system should match with the scan copy of the acknowledgment for the forms submitted in the bank else it will create problem for everybody.
 10. The forms has to be submitted on the same day.

 11. In case if the **client does not have a demat account he will get a physical certificate for the bonds** but he has to give the following document along with the application form.
 - Pan card copy self attested.
 - Address proof self attested.
 - Cancelled cheque copy of the bank account where the interest money to be credited
 12. Once the **application is filled in by the customer the same has to be collected and bid in the system**
 13. Please don't deposit the form without bidding It in the system the form will not be accepted by the bank.