

Axis Bank A/c Number 004010200021261 has been discontinued for collection of Processing Fees, Initial listing Fees, Annual listing and Application Fees. Fees are to be paid in IDBI Bank in unique virtual account number made based on symbol of the company and in case of new listings virtual account number based on PAN No of the company.

**Mandatory step for generation of Bill and Bill payment recognition in books is adjustment of Pending transaction with Pending unadjusted amount in Neaps. This activity is to be done by Applicant Company.**

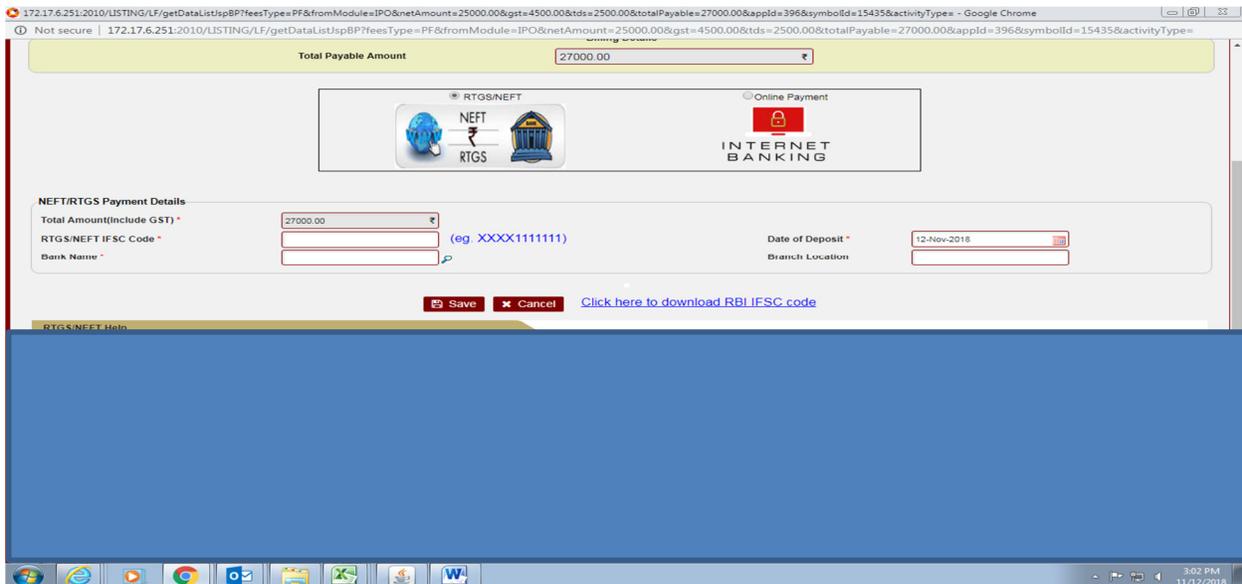
Application Flow and Adjustment of Pending Transaction by following example tested in UAT

**Case 1- Only Processing Fees**

Company Name	Serial No	Application Type	GL 5/23239	GL GST	GL 39393/23279	TDS	Fees Payable	Receipt from bank to be shown
XYZ	1	Pre Allotment Bonus	75000	13500	88500	7500	81000	2500000
XYZ	2	Pre Allotment ESPS	200000	36000	236000	20000	216000	
XYZ	3	Pre Allotment FCCB	150000	27000	177000	15000	162000	
XYZ	4	Pre Allotment GDR	150000	27000	177000	0	177000	
XYZ	5	Pre Allotment QIP	1500000	270000	1770000	0	1770000	
XYZ	6	Pre Allotment IPP	1500000	270000	1770000	0	1770000	2360000
XYZ	7	Pre Allotment PREFERENTIAL ISSUE	500000	90000	590000	0	590000	
<b>Total</b>							<b>4766000</b>	<b>4860000</b>

**Process-**

- a) As per above mentioned case companies will make an application in Neaps as per current procedure and submit it. They can create transaction via RTGS/NEFT or Online payment only as per below screenshot.



b) Transaction will be created in each application as per below screenshot:

The screenshot displays a web browser window with the URL 172.17.6.251:2010/LISTING/. The page contains a table with four rows of application details, followed by a 'Fees Details' section, an 'Instrument Type' table, and sections for 'Letter', 'Attached Letter List', and 'Application Attachment'.

5		Certified true copy of the notice convening the AGM/EGM of shareholders along with the explanatory statement annexed thereto where the proposal for issue is to be put for approval				
6		Certified copy of the resolution passed by the shareholders at the AGM/EGM approving the issue/increase in the authorised share capital				
7		Confirmation from the Company that the equity shares so issued / arising on conversion of any convertible instrument so issued shall rank pari passu with the existing shares of the company in all respects including dividend				
8		Confirmation from company that if the conversion of FCD/PCDs is pending from company, if pending, benefit of bonus is available to those FCD/PCD holders also				

**Fees Details**

Processing Fees: 75000.00  
 TDS Applicable: No  
 Fees Payable: 81000.00  
 GST (18% on Fees amount): 13500.00  
 TDS Amount: 7500.00  
 Confirm Fees  
 To be forwarded to Fees Report?  Yes  No

Instrument Type	Cheque/DD No	Cheque/DD/Transaction Date	Drawn On Bank	UTR/Transaction number	Amount In Rupees
NEFT/RTGS		01-Nov-2018	ALLAHABAD BANK		81000.00
<b>Total Amt Paid</b>					81000.00

Note : Fees Details will auto populate after successful bill payment.  
 Please Update your UTR no. for Payment mode RTGS/NEFT (Payments -> Bill Payment History)

**Letter**

**Attached Letter List**  
 No Application Letter(s) available.

**Application Attachment**  
 No Application Attachment(s) available.

Modify Delete Back

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c) On submission of applications, all transactions and money transfers in IDBI Bank for the company will get reflected in tab "Pending Adjusted Transaction".

The screenshot displays the NSE IDBI Bank application interface. At the top, there are browser tabs and a navigation bar. The main content area is divided into several sections:

- Company Details:** A yellow header section containing:
  - Symbol: XYZ
  - Total Pending Transaction Amount: 1.4428283E7
  - Company Name: [Searchable]
  - Total Unadjusted Received Amount: 4860000.0
- Pending Transaction (Select pending transaction to be adjusted):** A table with columns: Bill No., Instrument Type, Fees Type, Application No., Application Type, Transaction Amount / Bill Amount, and Transaction Date.
 

Bill No.	Instrument Type	Fees Type	Application No.	Application Type	Transaction Amount / Bill Amount	Transaction Date
2017-18/3122		AN			9662283.00	30-APR-18
	VAS	PF	0	FI	590000.00	12-NOV-18
	VAS	PF	0	FI	216000.00	12-NOV-18
	VAS	PF	0	FI	162000.00	02-NOV-18
	VAS	PF	0	FI	1770000.00	02-NOV-18
	VAS	PF	0	FI	1770000.00	02-NOV-18
	VAS	PF	0	FI	177000.00	02-NOV-18
	VAS	PF	0	FI	81000.00	01-NOV-18
- Pending Unadjusted Amount (Select amount to be deducted from):** A table with columns: Account No., UTR No., Received Amount, Balance Amount, Received Date, Payment Mode, and Amount to be utilized.
 

Account No.	UTR No.	Received Amount	Balance Amount	Received Date	Payment Mode	Amount to be utilized
VNSE0000RELIANCE	HDFCH12109362583	2360000.00	2360000.00	01-NOV-18	RTGS	
VNSE0000RELIANCE	HDFCH12109362578	2500000.00	2500000.00	01-NOV-18	RTGS	

At the bottom of the interface, there are buttons for "Adjust" and "Cancel". The footer contains copyright information: "Copyright © 2011 National Stock Exchange of India Ltd. All Rights Reserved".

Transactions as per applications.

Amount received in Bank

Pending Transactions are Fees as per Application and Pending Unadjusted amount are amount received from the company in NSE IDBI Bank Account.

d) Company has to adjust all pending transactions with pending unadjusted amount in order to get a bill and also to record the payment done by them in Books of NSE.

1. Scenario 1- Company adjusted all the pending transactions with Pending unadjusted entries, then bills will get generated on that day and can be downloaded from Payments-Reports-All Bill report as per following screenshot. OJV of Bill, TDS and BRV against that bill will also get generated once adjusted transactions are pushed in NFA by IT department and interface run is done by accounts dept.

Click Here	Symbol	Company Name	Bill.No	Amount	Current Due	Bill Due Date	Segment	Fees Type	Fees Sub type	Bill Status	Processing Status	Download
Click Here		XYZ	DUMMY/2018-19/2239	88500.00	0.00					Paid	TDS Not Received	PDF not Created
Click Here		XYZ	DUMMY/2018-19/2238	177000.00	0.00	12-Nov-2018	27-Nov-2018	CM		Paid	TDS Not Received	PDF not Created
Click Here		XYZ	DUMMY/2018-19/2237	177000.00	0.00	12-Nov-2018	27-Nov-2018	CM		Paid	Paid	PDF not Created
Click Here		XYZ	DUMMY/2018-19/2236	236000.00	0.00	12-Nov-2018	27-Nov-2018	CM		Paid	TDS Not Received	PDF not Created
Click Here		XYZ	DUMMY/2018-19/2235	1770000.00	0.00	12-Nov-2018	27-Nov-2018	CM		Paid	Paid	PDF not Created
Click Here		XYZ	DUMMY/2018-19/2234	1770000.00	0.00	12-Nov-2018	27-Nov-2018	CM		Paid	Paid	PDF not Created
Click Here		XYZ	DUMMY/2018-19/2233	590000.00	0.00	12-Nov-2018	27-Nov-2018	CM		Paid	Paid	PDF not Created
Click Here		ABC	2018-19/2227	1169822.50	0.00	19-Oct-2018	18-Nov-2018	CM	Application	Paid	TDS Not Received	PDF not Created
Click Here		ABC	2018-19/2225	123900.00	0.00	19-Oct-2018	18-Nov-2018	CM	Application	Paid	TDS Not Received	PDF not Created

2. Scenario 2- Company did not adjust pending transactions with Pending unadjusted entries: No Bill will get generated against that application.

**Please Note: No BRV will be made for amount available in bank, but is lying unadjusted in NEAPS and reminders will be sent to company and listing compliance by IT Team via email as per below screenshot.**

Pending Transaction								
Bill No	Symb ol	Instrume nt	Fees Type	Applicati on No.	Applicati on Type	Transacti on Amount / Bill Amount	Transacti on Date	Transacti on Create By
2017- 18/312 2	XYZ		Annu al			9662283.0 0	30-APR-18	LISTDBA

Received Amount				
UTR No.	Received Amount	Balance Amount	Received Date	Payment Mode
HDFCH12109362578	2500000.00	94000.00	01-NOV-18	NEFT/RTGS

**Case 2- Processing Fees (Pre Allotment), Application Fees(Post Allotment) and MIS Entries(Application made by Listing Compliance)**

Company Name	Serial No	Application Type	GL 5/23239	GL GST	GL 39393/23279	TDS	Fees Payable	Receipt from bank to be shown
ABC	9	Pre Allotment ADR	150000	27000	177000	3000	174000	300000
ABC	10	Post Allotment ADR	105000	18900	123900	10500	113400	
ABC	11	Right issue - Post allotment	991375	178448	1169822.5	99137.5	1070685	1080000
ABC	12	Right issue - Final	0	0	0	0	0	

**Same procedure is to be followed as explained in Case-1.**

**How is it different from case 1? - Transactions is to be made by listing compliance for MIS entries since application is made by them and will have to provide virtual account number to applicant company for making payment in IDBI Bank Account.**

### Case 3- SMEIPO (In principle approval (processing fees), initial fees and annual fees)

Step 1- Company will fill in-principle application as below:

The screenshot displays the NSE's Electronic Application Processing System (NEAPS) interface. The browser address bar shows the URL 172.17.6.251:2010/LISTING/. The page header includes the NSE logo and the text "NSE's Electronic Application Processing System (NEAPS)". The company name "Sme Ipo Company" is displayed, along with the date and time "1-Nov-2018 04:05:57 PM". The navigation menu includes "HOME", "ISSUE", "REPORT", and "HELP". The "ISSUE" menu is expanded, showing "IPO Information", "IPO", and "Final Listing". The "IPO" menu is further expanded to show "In Principle". The "In-principle Application" form is displayed, with the status "Approved". The form includes a "Back" button and "Previous" and "Next" buttons. The form is divided into sections: "Company Details" and "Contact Person Details".

Company Details			
Company Name	Sme Ipo Company	CIN	U51909GJ1992PLC015694
Registered Office Address	kohinoor city mall MUMBAI-400070.	Corporate Office Address	.

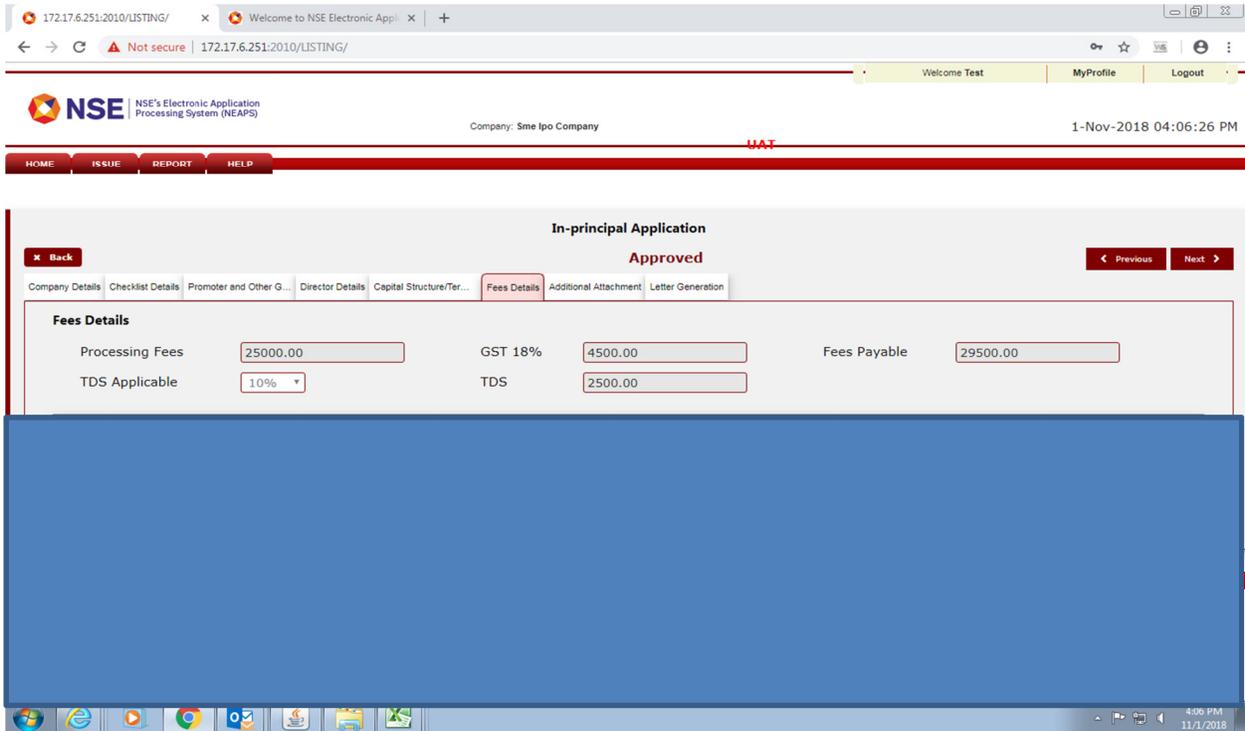
Contact Person Details			
Name	Test Test	Designation	Company Secretary
Email Id	smulukh@nse.co.in	Mobile No	6551132132

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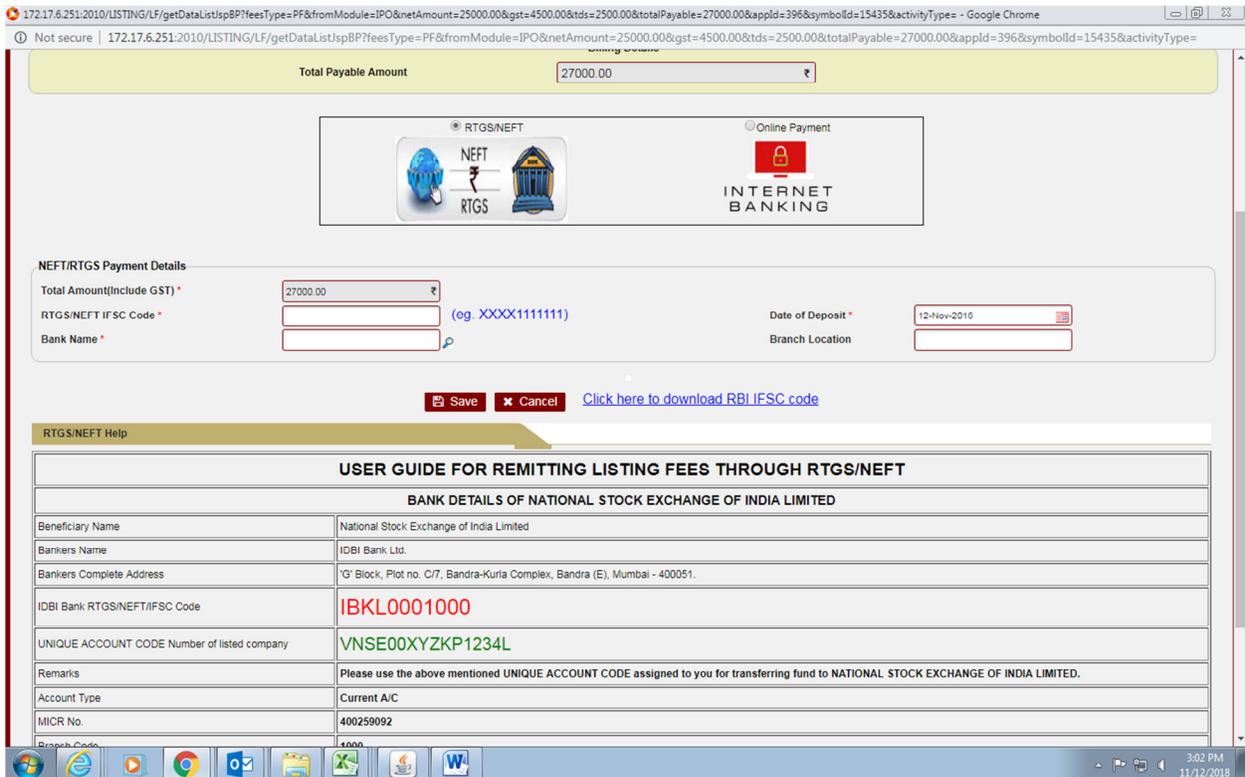
172.17.6.251:2010/LISTING/IPOCompanyAddition/IPOCompanyAdditionPag?recordType=Approved&menuid=711

4:05 PM 11/2/2018

Step 2- Fees will get calculated as below



**Step 3: On clicking Bill Payment, payment gateway will get opened as below and its virtual account number will get flash in bank details which is made based on PAN Number of the company.**



**Step 4: In the same way company will fill Initial and Annual Fees application and pay the fees as below:**

## Application path-

172.17.6.251:2010/LISTING/ Welcome to NSE Electronic Appli x +

172.17.6.251:2010/LISTING/ Welcome Test MyProfile Logout

NSE NSE's Electronic Application Processing System (NEAPS) Company: Sme Ipo Company UAT 1-Nov-2018 04:09:16 PM

HOME ISSUE REPORT HELP

IPO Information IPO Final Listing In Principle In Principal To Rhp Application T+2 T+3 T+4 T+5

T+4 To T+5 Application

5 Records/Page

Export to Csv

Click Here	Application Number	Status	Submitted Date	Created By
No matching records found				

Showing 0 to 0 of 0 entries (filtered from 4 total entries)

First Previous Next Last

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172.17.6.251:2010/LISTING/newIPO/showInprincipleToRhpFormRHP?atmid=119&menuld=846

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## Fees Page-

172.17.6.251:2010/LISTING/ Welcome to NSE Electronic Appli x +

172.17.6.251:2010/LISTING/ HOME ISSUE REPORT HELP

T+5 Application Drafted

Submit Delete Modify Back

Checklist Details Reconciliation of Shares Fees Details Additional Attachment For System Use

Navigation: Previous Next

**Fees Details**

Post Issue Paid Up Capital: 250000000 Promoter consists of Govt of India:  Yes  No Government of India post issue: 2500000

Initial Listing Fees: 25000.00 GST 18%: 4500.00 Fees Payable: 27000.00

TDS Applicable: 10% TDS: 2500.00

Final Listing Fees: 45000.00 GST 18%: 8100.00 Fees Payable: 48600.00

TDS Applicable: 10% TDS: 4500.00

Fees Type	Instrument Type	Cheque/DD No.	Cheque/DD Dated On	Drawn On Bank	UTR/Transaction number	Amount In Rupees
Initial Listing Fees	NEFT/RTGS		01-NOV-2018	ALLAHABAD BANK		27000.00
Final Listing Fees	NEFT/RTGS		01-NOV-2018	ALLAHABAD BANK		48600.00
<b>Total Amount Paid:</b>						<b>75600.00</b>

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**Pending Adjusted Transactions- On adjustment of receipt from bank with pending transaction as follows bills will get generated:**

172.17.6.251:2010/LISTING/ x New Tab x New Tab x Welcome to NSE Electronic Appli x +

Not secure | 172.17.6.251:2010/LISTING/

HOME MASTER ISSUE COMPLIANCE MUTUAL FUND PAYMENT REPORT HELP DEBT Value Added Service

### Pending Transaction

**Company Details**

Symbol	<input type="text" value="SMEIPO"/>	Company Name	<input type="text"/>
Total Pending Transaction Amount	<input type="text" value="102600.0"/>	Total Unadjusted Received Amount	<input type="text" value="106000.0"/>

Pending Transaction (Select pending transaction to be adjusted)							
Bill No.	Instrument Type	Fees Type	Application No.	Application Type	Transaction Amount / Bill Amount	Transaction Date	
<input checked="" type="checkbox"/>	VAS	PF	167	IPO	27000.00	24-OCT-18	
<input type="checkbox"/>	VAS	IN		IPO	27000.00	01-NOV-18	
<input type="checkbox"/>	VAS	AN		IPO	48600.00	01-NOV-18	

Pending Unadjusted Amount (Select amount to be deducted from)							
Account No.	UTR No.	Received Amount	Balance Amount	Received Date	Payment Mode	Amount to be utilized	
<input checked="" type="checkbox"/>	VNSE00XYZKP1234L	P12041101528459	27000.00	27000.00	02-NOV-18	NEFT	
<input type="checkbox"/>	VNSE00XYZKP1234L	BARBH12117241440	79000.00	79000.00	02-NOV-18	NEFT	
Sum of amount entered							<input type="text"/>

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11/12/2018