

INSTRUCTIONS FOR REGISTRATION AND BIDDING

REGISTRATION PERIOD OPENS FROM 6th May, 2024 TO 8th May, 2024 BETWEEN 9:00 AM TO 5:00 PM AND BETWEEN 9:00 AM TO 3:00 PM ON 9th May, 2024

BIDDING PERIOD OPENS FROM 8th May, 2024 TO 9th May, 2024 BETWEEN 9:00 AM TO 5:00 PM

INITIAL PUBLIC OFFER OF ORDINARY SHARES OF INTERNATIONAL PACKAGING FILMS LIMITED (“IPAK” OR THE “COMPANY”) THROUGH BOOK BUILDING PROCESS AT A FLOOR PRICE OF PKR 21.00/- PER SHARE

The Issue comprises of 70,105,455 Ordinary Shares of face value worth PKR 10/- each. The entire Issue of 70,105,455 Ordinary Shares will be offered through the Book Building process at a Floor Price of PKR 21.00/- per share with a price band of 40% above the floor price i.e. PKR 29.4/-

The bidders shall be allowed to place bids for hundred percent (100%) of the Issue size and the Strike Price shall be the price at which the hundred percent (100%) of the Issue is subscribed. However, the successful bidders shall be provisionally allotted only seventy-five percent (75%) of the Issue size i.e. 59,579,091 shares and the remaining twenty-five percent (25%) i.e. 17,526,364 shares shall be offered to the retail investors.

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 upward revise their bids online. Please visit www.bkb.psx.com.pk to access online portal. Online access will be available for upward bid revisions during the Bidding Period from 9:00 am to 5:00 pm. **An investor shall not be allowed to place or upward revise a bid with a price variation of more than 10% of the prevailing Indicative Strike price with a maximum price band of upto 40% of the floor price. THE BIDDER SHALL NOT MAKE DOWNWARD REVISION BOTH IN TERMS OF BID PRICE AND BID VOLUME; PROVIDED THAT INCASE OF UPWARD REVISION OF THE BID PRICE, THE NUMBER OF SHARES BID FOR I.E. BID VOLUME MAY BE ADJUSTED ENSURING THAT THE BID AMOUNT OR BID MONEY REMAINS THE SAME. NO WITHDRAWAL OF BID SHALL BE ALLOWED.**

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. For online transfer the payment shall be made into Account No. **99510105469903** being maintained with Meezan Bank Limited with Account Title: **“INTERNATIONAL PACKAGING FILMS LTD - BOOK BUILDING”** and Account No. **1180940062014** being maintained with Bank Al Habib Limited with Account Title: **“INTERNATIONAL PACKAGING FILMS LTD - BOOK BUILDING”**. Please note that online transfer facility shall only be allowed to Meezan Bank Limited and Bank Al Habib Limited customers.
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 International Packaging Films Limited is **7124084-8**. 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 **“INTERNATIONAL PACKAGING FILMS LTD - BOOK BUILDING”** at any of the following bidding centers:

Karachi		
Contact Officer:	Saif Ul Haq	Rafia Jawaid
Designation	Analyst	Assistant Vice President
Direct No.:	+92 21 3828 0223	+92 21 3820 0223
Phone No.:	+92 21 111 245 111 Ext: 232	+92 21 111 245 111 Ext: 316
Email:	saif@arifhabibltd.com	rafia.jawaid@arifhabibltd.com
Organization	Arif Habib Limited	Arif Habib Limited
Postal Address:	Arif Habib Centre, 23 M.T Khan Road, Karachi	Arif Habib Centre, 23 M.T Khan Road, Karachi
Karachi		Karachi
Contact Officer:	Minhal Shahid	Saiyed Muhammad Roomi Shamail
Designation	Associate	Branch Manager

Direct No.:	021 35863453	021 36630646, 021 36630651
Phone No.:	111-253-111 Ext. 665	0300-2253356
Email:	minhal.shahid@akdsl.com	roomi.shamail@akdsl.com
Organization	AKD Securities Limited	AKD Securities Limited
Postal Address:	Suite-602, Continental Trade Centre, Block 8, Clifton, Karachi	Suite 2/A, 2 nd Floor, JF Plaza, Plot D-1, Block D, North Nazimabad, Karachi.
Karachi		
Contact Officer:	Imran Karim	Muhammad Wasim Khan
Designation	Branch Manager	Branch Manager
Direct No.:	+92-21-32426651, +92-21-32426652	+92-336-2271205
Phone No.:	021-32426651	0300-3592599
Email:	imran.karim@akdsl.com	waseem.khan@akdsl.com
Organization	AKD Securities Limited	AKD Securities Limited
Postal Address:	Suite-529, 5 th Floor, Stock Exchange Building, Stock Exchange Road, Karachi, Pakistan	Ground Floor, Plot 223B, Shop No. 01, Midway B Commercial Area, Bahria Town, Karachi
Karachi		
Contact Officer:	Muhammad Fahad Zia	Muhammad Younus
Designation	Branch Manager	Branch Manager
Direct No.:	(92 21) 111 467 000	+(92 21) 32428765-66
Phone No.:		
Email:	fahad.zia@imsecurities.com.pk	muhammad.younus@imsecurities.com.pk
Organization	Intermarket Securities	Intermarket Securities
Postal Address:	Plot # 38-A, Adjacent Genix Pharma, Korangi Creek, Karachi-75190, Pakistan.	Pakistan Stock Exchange Main Building, Suite no. 139-140 & 409, 3rd & 4th Floor, Karachi 74000, Pakistan
Karachi		
Islamabad		
Contact Officer:	Abdul Samad	Asad Abbas Najfi
Designation	Branch Manager	Manager
Phone No.:	(92 21) 34122991, 34122995-6	051 289 5341
Contact No:		0345 5111156
Email:	abdul.samad@imsecurities.com.pk	asad.abbasnajfi@arifhabibltd.com
Organization	Intermarket Securities	Arif Habib Limited
Postal Address:	Balad Trade Centre, Suite no. 212, 2 nd Floor, Plot # 118, Block-3, B.M.C.H.S, Karachi 79001, Pakistan.	Office No. 506, 5th Floor, ISE Towers, Jinnah Avenue, Islamabad
Islamabad		
Contact Officer:	Junaid Ali	Malik Khan
Designation	Branch Manager	Branch Manager
Direct No.:	+92-51-111-222-0	+92-51-111-253-111
Contact No.:	0314-5175175	0332-2125525
Email:	junaid.ali@akdsl.com	malik.khalid@akdsl.com
Organization	AKD Securities Limited	AKD Securities Limited
Postal Address:	90-91, Razia Sharif Plaza, Jinnah Avenue, Blue Area, Islamabad, Pakistan	Suite 302-303, 3 rd Floor, Islamabad Stock Exchange Tower, Block J F 7/1, Blue Area, Islamabad
Lahore		
Contact Officer:	Muhammad Mibsam	Ehsan Qureshi

Designation	Junior Officer	Branch Manager
Direct No.:	+92-21-32434558, +92-21-32462988	+92-42-111-253-111
Contact No.:	0300 457434	0334-4111253
Email:	muhhammad.mibsam@arifhabibltd.com	ehsan.ahmad@akdsl.com
Organization	Arif Habib Limited	AKD Securities Limited
Postal Address:	Office No. G-5 & G-6, Ground Floor, LSE Plaza, 19 Khayaban-e-Aiwan-e-Iqbal Lahore	Suite 512-513, 5 th Floor, PSX Regional Office, 19 Khayaban-e-Aiwan-e-Iqbal, Lahore, Pakistan
	Lahore	Lahore
Contact Officer:	Zeeshan Butt	Muhammad Tayyab Siddique
Designation	Branch Manager	Branch Manager
Direct No.:	+92-42-111-222-000	(92 42) 35788841, 3517666
Contact No.:	0320 1244444	
Email:	zeeshan.butt@akdsl.com	tayyab.siddique@imsecurities.com.pk
Organization	AKD Securities Limited	Intermarket Securities
Postal Address:	64-A, 2 nd Floor, Fountain Avenue Building, Main Boulevard, Main Gulberg, Lahore	M.M. Towers, Property # 28, 11 th Floor, Block - K, M.M Alam Road, Gulberg III, Lahore
	Peshawar	Peshawar
Contact Officer:	Zeeshan Ahmad	Muhammad Ilyas Khan
Designation	Assistant Manager	Branch Manager
Contact No.:	0345 9381820	+92-91-5276025, +92-91-5276027
Phone No:		0300-9342942
Email:	zeeshan.ahmad@arifhabibltd.com	ilyas.khan@akdsl.com
Organization	Arif Habib Limited	AKD Securities Limited
Postal Address:	F-16/F-17, 1 st Floor, The Mall Tower, Peshawar Cantt.	1 st Floor, State Life Building, 34 - The Mall, Peshawar Cantt, Peshawar
	Abbottabad	Faisalabad
Contact Officer:	Shahbaz Khan	Muhammad Naseem Asmat
Designation:	Branch Manager	Branch Manager
Direct No:	+92-992-414120, +92-992-414122	+92 41 8531010-13
Phone No:	0332-3002049	0322-8661318
Email:	shahbaz.khan@akdsl.com	naseem.asmat@arifhabibltd.com
Organization:	AKD Securities Limited	Arif Habib Limited
Postal Address:	Suite-2, 2 nd Floor, Zaman Plaza, near Ayub Teaching Hospital, Main Mansehra Road, Abbottabad, Pakistan	Office # 4 th , 3 rd Floor, Legacy Tower. Near Kohinoor city ,Faisalabad
	Faisalabad	Multan
Contact Officer:	Aun Raza	Alam Akhter
Designation:	Branch Manager	Manager
Direct No:	+92-41-2620361, +92-41-2620368	+92 61 8000 800, +92 61 451 4412
Phone No:	0334-3571414	0321 639 3919
Email:	aun.raza@akdsl.com	Alam.akhtar@arifhabibltd.com
Organization:	AKD Securities Limited	Arif Habib Limited
Postal Address:	Suite 3, 1 st Floor, Meezan Executive Tower, Liaquat Road, Faisalabad, Pakistan	Office # 305, 3 rd Floor, United Mall, Abdali Road, Multan
	Multan	Sialkot

Contact Officer:	Muhammad Sajid	Farrukh Qayyum
Designation:	Branch Manager	Branch Manager
Direct No:	+92-61-4780300, +92-61-4780307	+92-52-3256035, +92-52-3256037
Phone No:	0315-6235400	0333-8694045
Email:	muhammad.sajid1@akdsl.com	farrukh.qayyum@akdsl.com
Organization:	AKD Securities Limited	AKD Securities Limited
Postal Address:	Ground Floor, State Life Building, Abdali Road, Multan	Ground Floor, City Tower, Shahab Pura Road, Sialkot
	Rahimyar Khan	Gujranwala
Contact Officer:	Adnan Saleem	Muarrif Hussain Khawaja
Designation:	Branch Manager	Branch Manager
Direct No:	+92-68-5873251, +92-68-5873252, +92-68-5873254	+92-55-3822501, +92-553822504
Phone No:	0321-6776019	
Email:	adnan.saleem@akdsl.com	muarrif.hussain@akdsl.com
Organization:	AKD Securities Limited	AKD Securities Limited
Postal Address:	Plot 24, City Park Chowk, Model Town, Rahim Yar Khan	81, Ground Floor, GDA Trust Plaza, Gujranwala
	Quetta	Azad Kashmir
Contact Officer:	Muhammad Tahir Panezai	Operation Manager/ Branch Manager
Designation:	Branch Manager	Operation Manager/ Branch Manager
Direct No:	Direct: 081-2829755	05827-446695
Phone No:	Cell# 0309-7772570	05827-445064
Email:	bm.qta01@meezanbank.com	BM@bankalhabib.com
Organization:	Meezan Bank Limited	BAHL
Postal Address:	BM # Muhammad Tahir Panezai	MIRPUR BRANCH, AZAD KASHMIR (BRANCH 4001)
	Azad Kashmir	Gilgit/Baltistan
Contact Officer:	Kashif Hussain	OM # Sahafqat Wali Khan
Designation:	Branch Manager	Operation Manager
Direct No:	05822-920461	05811-458038
Phone No:	0300-8157502	0346-9219217
Email:	bm.mzd01@meezanbank.com	om.glt9834@meezanbank.com
Organization:	Meezan Bank Limited	Meezan Bank Limited
Postal Address:	Secretariat Road, Sathra Muzafraabad, Azad Jammu & Kashmir	Shop# 433, NLI Market, Gilgit, Baltistan
	Gilgit/Baltistan	
Contact Officer:	Operation Manager/ Branch Manager	
Designation:	Operation Manager/ Branch Manager	
Direct No:	05811-450127	
Phone No:	05811-450128-29	
Email:	BM@bankalhabib.com	
Organization:	BAHL	
Postal Address:	GILGIT BRANCH (BRANCH CODE 2010)	

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 TO THE PERSONS 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 as a Limit Bid, then they shall deposit the Margin Money based on the number of shares they are bidding for at their stated bid price.

For instance, if an investor is applying for 1 Million shares at a price of PKR 21.00/- per share, based on which the total Application Money would amount to PKR 21 million. In this case the Bid Amount will be also PKR 21 million. Since the Bidder has placed a Limit Bid of PKR 21.00/- per share, this indicates that he / she / it is willing to subscribe the shares at a price up to PKR 21.00/- per share.

b) Payment for Step Bid:

If an investor is placing a Step Bid which is a series of Limit Bids at increasing prices, then he/she/it shall deposit the Margin Money / bid money based on the total number of shares he/she/it is bidding for at his/her/its stated bid prices.

For instance, if the investor bids for 0.70 million shares at PKR 21.00/- per share, 0.60 million shares at PKR 23.00/- per share and 0.50 million shares at PKR 25.00/- per share, then in essence the investor has placed one Step Bid comprising three limit bids at increasing prices. The Application Money would amount to PKR 41 million, which is the sum of the products of the number of shares bid for and the bid price of each limit bid. In such a case, (i) Individual Investors shall deposit PKR 41 million in the Book Building Account as Margin Money which is 100% of PKR 41 million and (ii) Institutional Investors shall deposit at least PKR 10.25 million in the Book Building Account as Margin Money which is 25% of PKR 41 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 **3:00 PM during the last day of Bidding Period**.
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 allotted to each of them.
16. Upon intimation by the Book Runner of final allocation, successful institutional bidders shall deposit their balance margin money within **one (1) days** of such intimation, 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 portion shall be made after receipt of full subscription money from the successful bidders; however, shares to such bidders shall be issued securities only after the end of the public subscription, in the form of book-entry to be credited in their respective accounts. All the bidders shall, therefore, provide number of their accounts.
19. The bidders who have made bids below the Strike Price shall not qualify for allotment of securities and the Book Runner shall intimate their respective banks for unblocking their Bid Money within one (1) working day of the close of the bidding period and the refunds, where required, to such bidders shall be made within three (3) working days from the close of the bidding period.
20. The bid money of bidders who have undertaken to subscribe the unsubscribed retail portion shall remain deposited or blocked till allotment of unsubscribed retail portion, if any, to them on pro-rata basis.