

Office of the Commissioner, Municipal Corporation Satna (M.P.)

Quotation Inviting Information

No.-----/Accounts/NNS/2026-27

Satna, Date 01.10.2026

Quotation is invited from reputed and experienced **merchant banker** for the purpose of fund-raising activity through market-based finance the primary source of funding under Urban challenge fund. Eligible and interested merchant banker may submit there's sealed packed quotation to **Municipal Corporation Satna office, accounts section till 07.10.2026 time: 12.00 Noon**. The quotation will be opened on **07.10.2026 at 01.00 noon** in front of participating firm. The estimated cost of work is 84,000.00 INR including all the taxes excluding GST. The details scope of work is mentioned below. For more information and enquiry interested firm can contact the above-mentioned address within the stipulated time as mentioned above. The tenure of the above said work will be 1 year from the date of work order or the completion of work whichever is earlier. Conditional quotation is not allowed. Quotation should include GST registration, SEBI registration and PAN.

Scope of Work - MERCHANT BANKER

The scope shall be as detailed in Annexure-A (Scope & Deliverables), which forms an integral part of this Work Order.

The scope includes:

- Structuring
- Regulatory coordination
- Credit rating facilitation
- Documentation
- Investor placement
- EBP execution
- Post-issue compliances
- Due diligence coordination

A. Regulatory Coordination & Approvals, Onboarding of Intermediaries

- Coordinate with SEBI, Stock Exchanges, Debenture Trustee, Registrar, Legal Counsel, NSDL/CDSL, and other intermediaries for approvals and observations.



- File the offer document with SEBI and stock exchange; submit responses to observations; secure approvals.

- Assist Municipal Corporation in onboarding intermediaries including DT, RTA, Legal Counsel, CRAs, Stock Exchange etc.

B. Rating Coordination

Liaise with two credit rating agencies and provide necessary guidance to the Corporation in:

- Providing required documents.
- Explain rating rationale to the issuer.
- Incorporate required structural changes to achieve optimal rating.
- Finalize rating outcome jointly with the issuer.

C. Preparation & Finalization of Offer Documents

In coordination with the Corporation and Legal Counsel, shall:

- Prepare Preliminary & Final Placement Memorandum (PPM) including issuer details, project details, financial information, rating rationale, and risk factors.

- Coordinate drafting and finalization of:

- Issue Agreement
- Debenture Trustee Agreement (DTA)
- Registrar Agreement
- Standard resolutions, certificates, consents
- Legal opinions

- Assist in finalization of project documentation and financial disclosures to be included in PPM.

D. Execution via Electronic Bidding Platform (EBP)

- Complete handholding for EBP process including bid configuration, investor education, scheduling and smooth execution.

E. Investor Marketing & Fund Mobilization

- Act as arranger to place bonds with investors across Banks, Mutual Funds, Insurance Companies, PF/EPFOs and others.

- Coordinate investor roadshows, calls, presentations, and placement discussions.

F. Post-Issue Activities

Providing one-time advice for post-issue support subsequent to listing of bonds upto a period of one month since listing and covering advisory assistance on compliance requirements and checklist to be adhered to by Satna Municipal Corporation in line with applicable SEBI regulations, stock exchange norms, and other relevant stakeholders.

Activities include:

- Manage issue opening, extension, or pre-closure based on investor appetite.
- Finalize investor allocation list and perform corporate action for debenture allotment.
- Ensure timely funds transfer to Satna Municipal Corporation and credit securities to investors.
- Facilitate signing of listing agreements, trustee agreements and submission of final documents.
- Obtain stock exchange approval for listing & trading of bonds.

G. Due Diligence & Certifications

In coordination with Issuer and Legal Counsel, shall:

- Coordinate exhaustive due diligence including:
 - Auditor deliverables: examination report, comfort letters, tax benefit statement, security cover, certificates.
 - Litigation checks and MIS finalization.
 - Background checks of BIC members and intermediaries.
- Ensure filing of Due Diligence Certificate by Merchant Bankers and Debenture Trustee.


Deputy Commissioner
(Finance)

Municipal Corporation

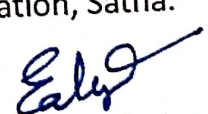
Σ Satna M.P.

Satna, Date 01.10.2026

Endorsement No. ~~137~~ /Accounts/NNS/2026-27

Copy to:-

- ✓ 1- For pasting on the notice board of the Office of the Collector, District Satna.
- 2- For pasting on the notice board of the Office of the Municipal Corporation, Satna.


Deputy Commissioner
(Finance)

Municipal Corporation

Σ Satna (M.P.)