



Your Trusted Risk Manager

# সেনা কল্যাণ ইন্সুরেন্স কোম্পানি লিমিটেড

## Sena Kalyan Insurance Company Ltd.

(A Concern of Sena Kalyan Sangstha)

**Corporate Office :**  
SKS Tower (12<sup>th</sup> Floor)  
7 VIP Road, Mohakhali, Dhaka-1206  
PABX : +88-02-55058455-7  
F a x : + 88-02-55058458  
E-mail : info@senakalyanici.com  
Web : www.senakalyanici.com

Ref: SKICL/HO/IPO/2021/

Date: September 20, 2021

All TREC Holders of Dhaka Stock Exchange Limited;  
All TREC Holders of Chittagong Stock Exchange Limited; and  
All Merchant Bank.

**Subject: IPO Application Process for Sena Kalyan Insurance Company Limited.**

Dear Sir,

Please accept our sincere thanks for participating in new IPO application process of Sena Kalyan Insurance Company Limited. To complete the IPO application process successfully, you are requested to sincerely follow the steps as mentioned in Part-B (Page No. 4 to 6) of Bangladesh Securities and Exchange Commission's Consent Letter No. (BSEC/CI/IPO-317/2021/502 dated August 26, 2021) in connection with the IPO of Sena Kalyan Insurance Company Limited.

Please be informed that the following information and documents need to be submitted from your end within 03 (three) working days from the subscription closing date to the respective stock exchange(s). The subscription will be open on October 03, 2021 and closed on October 07, 2021 and you have to submit the information/documents and full subscription amount on or before October 12, 2021 through Electronic Subscription System (ESS) of the Exchanges.

**1. Applicants' List (Text format with '~' separator):**

Electronic copy of Applicants' List (text format with tilde '~' separator) in the following format:

TREC Code/ Merchant Bank Serial Number	DPID (5 digits)	Customer ID (Customer Trading Code)	Name of the applicant	BO ID No.	Applicant Category (RB/NRB)	Currency (BDT)	Applied Amount	Security Code
								SKICL

**For Example:**

42~19000~8053~SANJARI SHARMIN~1201900004437926~RB~BDT~10000.00~ SKICL

**2. You can download the allotment data from ESS in text file as per the following format**

**a) The Electronic copy of Applicants' List (text format with tilde '~' separator) in the following manner:**

TREC Code/M. Bank SI #	DPID	Customer ID (Customer Trading Code)	Applicant s' Name	BO ID No.	Applicant Category (RB/NRB)	Security Code	# of Shar es/U nits appli ed for	Currency (BDT)	Applied Amount	# of Allotted Shares	Fine Amount	Net Refund Amount	Remarks
						SKICL							

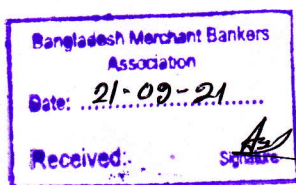
**For Example:**

42~19000~8053~SANJARI SHARMIN~1201900004437924~RB~ SKICL~1000~BDT~10000~0~1500~8500~CC10

42~19000~8056~FATEMA BEGUM~1201900004437949~NRB~ SKICL~1000~BDT~10000~100~0~9000~

► Remarks CC09/CC10/CC11 means, applicant have violated BSEC Consent Letter condition number 09/10/11 of Part-A

b) You can download BO wise allotment letter from ESS (One BO at a time), no signature required.







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**General Information:**

**01. Subscription for Resident Bangladeshi (RB) and Non-Resident Bangladeshi (NRB):**

The all eligible stockbrokers and merchant bankers will directly receive subscription for Resident Bangladeshi (RB) and Non-Resident Bangladeshi (NRB) within the subscription period and submit the information/documents and full subscription amount from October 10, 2021 to October 12, 2021 through Electronic Subscription System (ESS) of the Exchanges:

**Subscription Opens on: October 03, 2021**

**Subscription Closes on: October 07, 2021**

**BANK DETAILS FOR DEPOSITING SUBSCRIPTION MONEY:**

Account Name : Dhaka Stock Exchange Limited  
Bank Name : Social Islami Bank Limited  
Account Number : 0021360003343  
Branch Name : Any Branch in Bangladesh  
Mode of Payment : Pay Order/Demand Draft

**02. Service charge:**

The applicant shall pay service charge Tk.5.00 (Taka Five) per application at the time of submitting application (As per clause 16, part-B of Bangladesh Securities and Exchange Commission's Consent Letter No. (BSEC/CI/IPO-317/2021/502 dated August 26, 2021).

This is for your kind information and necessary action.

Thanking you,

Yours sincerely,

Brig Gen Md Shafique Shamim, psc(Retd), CII(Cert)  
Managing Director & CEO  
Sena Kalyan Insurance Company Limited





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Copy to (not listed on the basis of seniority)

1. Chairman, Bangladesh Securities and Exchange Commission (BSEC) Securities Commission Bhaban, E-6/C, Agargaon, Sher-e-Bangla Nagar Administrative Area, Dhaka-1207;
2. Managing Director, Dhaka Stock Exchange Limited (DSE) "DSE Tower" Plot # 46, Road # 21, Nikunja-2, Dhaka-1229;
3. Managing Director, Chittagong Stock Exchange Limited (CSE) Eunoos Centre, 15<sup>th</sup> Floor, 52-53 Dilkusha, Dhaka-1000; and
4. President, Bangladesh Merchant Bankers Association (BMBA) Saiham Sky View Tower (5<sup>th</sup> Floor), 45 Bijoy Nagar, Dhaka-1000.

Enclosures:

1. Bangladesh Securities and Exchange Commission's Consent Letter for Sena Kalyan Insurance Company Limited (BSEC/CI/IPO-317/2021/502 dated August 26, 2021).

