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PUBLIC ANNOUNCEMENT FOR THE ATTENTION OF EQUITY SHAREHOLDERS/ BENEFICIAL OWNERS OF EQUITY SHARES OF OIL INDIA LIMITED FOR BUYBACK OF EQUITY SHARES THROUGH TENDER OFFER

This Public Announcement (the "Public Announcement") is being made pursuant to the provisions of Regulation 8(1) of the Securities and Exchange Board of India (Buy Back of Securities) Regulations, 1998, as amended (the "Buyback Regulations") for the time being in force including any statutory modifications and amendments from time to time and contains the disclosures as specified in Part A of Schedule II to the Buyback Regulations. CASH OFFER FOR BUYBACK OF NOT EXCEEDING 4.49.12.000 (FOUR CRORE FORTY NINE LAKH TWELVE THOUSAND ONLY) FULLY PAID UP EQUITY SHARES OF FACE VALUE OF ₹ 10 EACH AT A PRICE OF ₹ 340 (RUPEES THREE HUNDRED FORTY ONLY) PER FULLY PAID UP EQUITY SHARE ON A PROPORTIONATE BASIS THROUGH THE TENDER OFFER PROCESS.

DETAILS OF THE BUYBACK OFFER AND OFFER PRICE

- 1.1 The Board of Directors (the "Board") of Oil India Limited ("Oil India" / "Company") passed a resolution on March 20, 2017 ("Board Meeting") to approve the proposal of buyback of fully paid-up equity shares of face value of ₹ 10 each ("Shares" or "Equity Shares") of the Company not exceeding 4,49,12,000 (Four Crore Forty Nine Lakh Twelve Thousand Only) Equity Shares from the equity shareholders / beneficial owners of Equity Shares (the "Equity Shareholders" / "Shareholders") of the Company as on Record Date (hereinafter defined), on a proportionate basis, through tender offer route (the "Buyback" / "Buyback Offer") at a price of ₹ 340 (Rupees Three Hundred Forty Only) per Equity Share ("Buyback Price" / "Buyback Offer Price") payable in cash, for an aggregate maximum consideration not exceeding ₹ 1527.01 crore (Rupees One Thousand Five Hundred Twenty Seven Crore and One Lakh only) excluding the transaction costs viz. brokerage, applicable taxes such as securities transaction tax, service tax, stamp duty, etc. (the "Buyback Offer Size"). The Buyback is subject to receipt of any approvals, permissions and sanctions of statutory, regulatory or governmental authorities as may be required under applicable laws including but not limited to Securities and Exchange Board of India ("SEBI"), the BSE Limited (the "BSE") and National Stock Exchange of India Limited (the "NSE" and together with BSE, the "Stock Exchanges")
- 1.2 The Buyback is in accordance with the provisions of Section 68, 69, 70 and all other applicable provisions, if any, of the Companies Act 2013, as amended (the "Companies Act"), the Companies (Share Capital and Debentures) Rules, 2014, as amended (the "Share Capital Rules") to the extent applicable and in accordance with Article 19 of the Articles of Association of the Company, and subject to the provisions of the Buyback Regulations and such other approvals, permissions as may be required from time to time from the Stock Exchanges where the Equity Shares of the Company are listed and from any other statutory and/or regulatory authority, as may be required and which may be agreed to by the Board and / or any committee thereof. The Buyback would be undertaken in accordance with SEBI circular bearing number CIR/CFD/ POLICYCELL/1/2015 dated April 13, 2015 and circular no. CFD/DCR2/CIR/P/2016/131 dated December 09, 2016 (the "SEBI Circulars"), which prescribes mechanism for acquisition of shares through stock exchange. In this regard, the Company will request BSE to provide the acquisition window. For the purpose of this Buyback, BSE would be Designated Stock Exchange.
- 1.3 In accordance with the provisions of the Companies Act, the Buyback Size which is not exceeding ₹ 1527.01 crore (Rupees One Thousand Five Hundred Twenty Seven Crore and One Lakh only) represents 7.00% and 6.93% of the aggregate of the fully paid-up equity share capital and free reserves as per the audited standalone and consolidated financial statements of the Company for the financial year ended March 31, 2016, respectively (the last audited financial statements available as on the date of the Board Meeting approving the Buyback) and is within the statutory limits of 10% of the aggregate of the fully paidup equity share capital and free reserves as per standalone audited financial statements of the Company under the Board of Directors approval route as per the provisions of the Companies Act. Since the Company proposes to Buyback up to 4,49,12,000 (Four Crore Forty Nine Lakh Twelve Thousand Only) Equity Shares representing 5.60% of the total number of Equity Shares in the total paid-up share capital of the Company, the same is within the aforesaid 25% limit as per the provisions of the Companies Act.
- 1.4 The maximum amount required by the Company for the said Buyback aggregating to ₹ 1527.01 crore (Rupees One Thousand Five Hundred Twenty Seven Crore and One Lakh only), and is within permitted limits. The funds for the Buyback will be met out of internally generated cash resources of the Company. The Company confirms that as required under Section 68(2)(d) of the Companies Act, the ratio of the aggregate of secured and unsecured debts owed by the Company shall not be more than twice the fully paid-up share capital and free reserves after the Buyback.
- 1.5 The Buyback offer price of ₹ 340 (Rupees Three Hundred Forty Only) per Equity Share has been arrived at after considering various factors such as the average closing prices of the Equity Shares on the Stock Exchanges where the Equity Shares of the Company are listed, the net-worth of the Company and the impact of the Buyback on the key financial ratios of the Company. The Buyback Offer Price of ₹ 340 (Rupees Three Hundred Forty Only) per Equity Share represents (i) premium of 2.71% on BSE and 2.72% on NSE over the volume weighted average price of the equity Shares on BSE and NSE respectively for 2 weeks preceding the date of intimation to the BSE and NSE for the Board Meeting to consider the proposal of the Buyback; (ii) premium of 1.61% on BSE and 1.67% on NSE over the closing market price of the Equity Shares on BSE and NSE as on the date of the intimation to BSE and NSE for the Board Meeting to consider the proposal of the Buyback
- 1.6 The Buyback shall be on a proportionate basis from all the Equity Shareholders of the Company through the "Tender Offer" route, as prescribed under Regulation 4(1)(a) of the Buyback Regulations. Please see paragraph 9 below for details regarding record date and share entitlement for tender in the Buyback.
- 1.7 The Buyback Offer Size does not include any other expenses incurred or to be incurred for the Buyback like filing fees payable to SEBI, Stock Exchange fees, advisors fees, public announcement publication expenses, printing and dispatch expenses, and other incidental and related expenses.
- 1.8 A copy of this Public Announcement is available on the Company's website (www.oil-india.com) and is expected to be available on the website of SEBI (www.sebi.gov.in) during the period of the Buyback and on the website of Stock Exchanges (www.bseindia.com) and (www.nseindia.com)

#### 2. NECESSITY FOR BUY BACK

Buyback is the acquisition by a company of its own shares. Buyback is an efficient form of returning surplus cash to the members holding equity shares of the Company, inter-alia, for the following reasons

- i. The Buyback will help the Company to return surplus cash to its members holding equity shares broadly in proportion to their shareholding, thereby, enhancing the overall return to members;
- ii. The Buyback, which is being implemented through the Tender Offer route as prescribed under the Buyback Regulations, would involve allocation of higher of number of shares as per their entitlement or 15% of the number of shares to be bought back, reserved for the small shareholders. The Company believes that this reservation of 15% for small shareholders would benefit a large number of public shareholders, who would get classified as "small shareholder";
- iii. The Buyback would help in improving return on equity, by reduction in the equity base, thereby leading to long term increase in shareholders' value;
- iv. The Buyback gives an option to the members holding equity shares of the Company, who can choose to participate and get cash in lieu of Equity Shares to be accepted under the Buyback offer or they may choose to not participate and enjoy a resultant increase in their percentage shareholding, post the Buyback offer, without additional investment.

- debentures or preference shares or payment of dividend to any shareholder or repayment of any term loan or interest payable thereon to any financial institutions or banking company
- The Board has confirmed on the date of Board Meeting (i.e. March 20, 2017) that it has made a full enquiry into the affairs and prospects of the Company and has formed an opinion that:
- a) Immediately following the date of the Board Meeting, there will be no grounds on which the Company could be found to be unable to pay its debts;
- b) As regards the Company's prospects for the year immediately following date of the Board Meeting and having regard to the Board's intentions with respect to the management of Company's business during that year and to the amount and character of the financial resources which will in the Board's view be available to the Company during that year, the Company will be able to meet its liabilities as and when they fall due and will not be rendered insolvent within a period of one year from that date of Board Meeting; and c) In forming the opinion, the Board has taken into account the liabilities as if the Company were being wound
- up under the provisions of the Companies Act including prospective and contingent liabilities The text of the report dated March 20, 2017 received from N.C. Baneriee & Co. Chartered Accountants, and
- 6. B. N. Misra & Co., Chartered Accountants, the Statutory Auditors of the Company addressed to the Board of Directors of the Company is reproduced below:

# Quote

5.

#### The Board of Directors

#### Oil India Limited

Duliajan, Distt. Dibrugarh, Assam - 786602, India

#### Dear Sirs, Sub: Report in terms of Clause (xi) of Part A of Schedule II to the Securities and Exchange Board of India (Buy Back of Securities) Regulations, 1998 (as amended).

We, M/s. N C Banerjee & Co. and B N Misra & Co, Chartered Accountants, the Statutory Auditors of the Company, have been informed that the Board of Directors of the Company in their meeting held on March 20, 2017 have decided to buy back Company's fully paid up equity shares as allowed under Section 68, 69 and 70 of the Companies Act, 2013 the Companies (Share Capital and Debenture) Rules, 2014 and subsequent amendments thereof and Securities and Exchange Board of India (Buyback of Securities) Regulations, 1998. ("Buyback Regulations") at a price of ₹ 340 per share. In terms of the requirements of Clause (xi) of Schedule I, Part A of the Buyback Regulations, we confirm as under:

(i) We have inquired into the state of affairs of the Company in relation to its audited accounts for the year ended March 31, 2016, as approved by the Board of Directors in the meeting held on 27th May, 2016 and unaudited limited reviewed results for the nine months ended December, 2016 as approved by the Board of Directors in their meeting held on 31st January, 2017;

(ii) The amount of permissible capital payment towards buy-back of equity shares (including premium) in question as ascertained below in our view has been properly determined in accordance with Section 68(2)(c) of the Companies Act, 2013 and Regulation 4(1) of Buyback Regulations:

Particulars	Standalone	Consolidated	
	As on 31.03.2016	As on 31.03.2016	
	Amount in ₹ Crore	Amount in ₹ Crore	
Issued, subscribed and fully paid up equity shares:			
60,11,35,955 Equity Shares of ₹ 10 each, fully paid up	601.14	601.14	
Total – A	601.14	601.14	
Free Reserves:			
General reserve	18,823.17	19,048.89	
Surplus in the statement of profit and loss	-	-	
Securities premium account	2,390.12	2,390.12	
Total – B	21,213.29	21,439.01	
Total C = A+B	21,814.43	22,040.15	
Maximum amount permissible for the Buy-back i.e. 10 % of the aggregate fully paid-up equity share capital and free reserves	2,181.44	2,204.02	

(iii) Based on the representations made by the Company and other information and explanations given to us, which to the best of our knowledge and belief were necessary for this purpose, we report that we are not aware of anything to indicate that the opinion expressed by the Directors in the declaration as to any of the matters mentioned in the declaration as approved by the Board of Directors in their meeting held on 20th March 2017, is unreasonable in all the circumstances in the present context.

- (iv) The Board of Directors in their meeting held on 20th March 2017, have formed the opinion in terms of Clause (xi) of Part A of the Schedule II of the Buyback Regulations, on reasonable grounds that the Company, having
- regard to its state of affairs, shall not be rendered insolvent within a period of one year from that date (v) We are not aware of anything to indicate that the opinion expressed by the Directors in the declaration as to

any of the matters mentioned in the declaration is unreasonable in circumstances as at the date of declaration The compliance with the provisions of the Companies Act, 2013 and Buyback Regulations is the responsibility of the Company's management. Our responsibility is to report on the amount of permissible capital for the buyback and report that the audited accounts on the basis of which calculation with reference to buyback is done and read the resolution of the Board of Directors for the meeting held on 20th March, 2017 referred to in paragraph (i) and (v) above.

This report is addressed to and provided to the Board of Directors of the Company pursuant to the requirements of the Buyback Regulations solely to enable the Board of Directors of the Company to include it in public announcement, draft letter of offer and letter of offer to be circularised to the shareholders and filed with various regulatory agencies and providing to parties including the Manager to the offer, in connection with Buyback and should not be used for any other purpose or by any other perso

For N. C. Banerjee & Co.	For B. N. Misra & Co
Chartered Accountants	Chartered Accountants
Firm Registration no. 302081E	Firm Registration no. 321095E
S/d-	S/d-
(CA B. K. Biswas)	(CA B. N. Misra)
Partner	Partner
Membership no. 055623	Membership no.083927

# Date: 20th March 2017"

### 7. PROCESS AND METHODOLOGY TO BE ADOPTED FOR THE BUYBACK

7.1 The Buyback is open to all Equity Shareholders of the Company holding Shares either in physical and/or electronic form on the Record Date.

- exchange bidding system to the Equity Shareholder. TRS will contain the details of order submitted like
  - folio no., certificate no., distinctive no., no. of Equity Shares tendered etc.
- c. Any Shareholder Broker / Equity Shareholder who places a bid for physical Equity Shares, is required to deliver the original share certificate(s) & documents (as mentioned above) along with TRS generated by exchange bidding system upon placing of bid, either by registered post, speed post or courier or hand delivery to the Registrar to the Buyback Offer i.e. Integrated Enterprises (India) Limited (at the address mentioned at paragraph 11 below) not later than 2 (two) days from the offer closing date. The envelope should be super scribed as "Oil India Buyback Offer 2017". One copy of the TRS will be retained by Registrar to the Buyback Offer and it will provide acknowledgement of the same to the Shareholder Broke
- d. Equity Shareholders holding physical Equity Shares should note that physical Equity Shares will not be accepted unless the complete set of documents is submitted. Acceptance of the physical Equity Shares for Buyback by the Company shall be subject to verification as per the Buyback Regulations and any further directions issued in this regard. Registrar to the Buyback Offer will verify such bids based on the documents submitted on a daily basis and till such verification, BSE shall display such bids as 'unconfirmed physical bids'. Once Registrar to the Buyback Offer confirms the bids, they will be treated as 'confirmed bids'
- 7.8 Modification / cancellation of orders will be allowed during the tendering period of the Buyback.
- 7.9 The cumulative quantity tendered shall be made available on BSE website i.e. www.bseindia.com throughout the trading session and will be updated at specific intervals during the tendering period.

# 8. METHOD OF SETTLEMENT

# Upon finalization of the basis of acceptance as per Buyback Regulations:

- 8.1 The Company will transfer the funds pertaining to the Buyback to the ICCL's bank account as per the prescribed schedule. For Equity Shares accepted under the Buyback, ICCL will make direct funds payout to respective eligible Equity Shareholders. If Shareholders' bank account detail are not available or if the funds transfer instruction is rejected by Reserve Bank of India ("RBI") / Bank, due to any reason, then such funds will be transferred to the concerned Shareholder Broker settlement bank account for onward transfer to their respective shareholders.
- 8.2 The Equity Shares bought back in the demat form would be transferred directly to the escrow account of the Company (the "Demat Escrow Account") provided it is indicated by the Company's Broker or it will be transferred by the Company's Broker to the Demat Escrow Account on receipt of the Equity Shares from the clearing and settlement mechanism of the BSE.
- 8.3 The Equity Shareholders will have to ensure that they keep the depository participant ("DP") account active and unblocked to receive credit in case of return of Equity Shares, due to rejection or due to non -acceptance
- 8.4 Excess demat Equity Shares or unaccepted demat Equity Shares, if any, tendered by the Equity Shareholders would be returned to them by ICCL. If the securities transfer instruction is rejected in the depository system due to any issue then such securities will be transferred to the Shareholder Broker's depository pool account for onward transfer to the Shareholder. In case of custodian participant orders, excess demat Shares o unaccepted demat Shares, if any, will be returned to the respective custodian participant.
- 8.5 Any excess physical Equity Shares pursuant to proportionate acceptance / rejection will be returned to the concerned Equity Shareholders directly by Registrar to the Buyback Offer The Company is authorized to split the share certificate and issue new consolidated share certificate for the unaccepted Equity Shares, in case the Equity Shares accepted by the Company are less than the Equity Shares tendered in the Buyback by Equity Shareholders holding Equity Shares in the Physical form.
- 8.6 The settlement of fund obligation for dematerialized and physical Equity Shares shall be effected as per the SEBI Circulars and as prescribed by stock exchange and ICCL from time to time. ICCL would settle the trades by making direct funds payout to the Equity Shareholders and the Shareholder Broker would issue contract note to the Company for the Equity Shares accepted under the Buyback. Company's Broker would also issue a contract note to the Company for the Equity Shares accepted under the Buyback. If Equity Shareholders bank account details are not available or if the fund transfer instruction is rejected by RBI or bank, due to any reasons, then the amount payable to Equity Shareholders will be transferred to the Shareholder Broker fo onward transfer to the Equity Shareholder.
- 8.7 Equity Shareholders who intend to participate in the Buyback should consult their respective Shareholder Broker for any cost, applicable taxes, charges and expenses (including brokerage) that may be levied by the Shareholder Broker upon the selling Equity Shareholders for tendering Equity Shares in the Buyback (secondary market transaction). The Buyback consideration received by the selling Shareholders, in respect of accepted Equity Shares, could be net of such costs, applicable taxes, charges and expenses (including brokerage) and the Company accepts no responsibility to bear or pay such additional cost, charges and expenses (including brokerage) incurred solely by the selling Equity Shareholders
- 8.8 The Equity Shares lying to the credit of the Demat Escrow Account and the Equity Shares bought back and accepted in physical form will be extinguished in the manner and following the procedure prescribed in the Buyback Regulations

#### 9 RECORD DATE AND SHAREHOLDER ENTITLEMENT

- 9.1 As required under the Buyback Regulations, the Company has fixed Wednesday, April 5, 2017 as the record date (the "Record Date") for the purpose of determining the entitlement and the names of the shareholders, who are eligible to participate in the Buyback.
- 9.2 The Equity Shares proposed to be bought back by the Company, as part of this Buyback Offer shall be divided in to two categories: (a) reserved category for Small Shareholders (A "Small Shareholder" is defined in the Buyback Regulations as a shareholder, who holds equity shares having market value, on the basis of closing price of the Equity Shares on the recognized stock exchange registering the highest trading volume in respec of such shares, as on record date, of not more than ₹ 2,00,000 (Rupees Two Lakh Only)) and (b) the general category for all other shareholders, and the entitlement of a shareholder in each category shall be calculated accordingly.
- 9.3 In accordance with Regulation 6 of the Buyback Regulations, 15% (fifteen per cent) of the number of Equity Shares which the Company proposes to buy back, or number of shares entitled as per shareholding of Small Shareholders, whichever is higher, shall be reserved for the Small Shareholders as part of this Buyback.
- 9.4 On the basis of shareholding as on the Record Date, the Company will determine the entitlement of each shareholder to tender their Equity Shares in the Buyback. This entitlement for each shareholder will be calculated based on the number of Equity Shares held by the respective shareholder as on the Record Date and the ratio of Buyback applicable in the category to which such shareholder belongs.
- 9.5 After accepting the Equity Shares tendered on the basis of entitlement, the Equity Shares left to be bought back, if any, in one category shall first be accepted, in proportion to the Equity Shares tendered over and above their entitlement in the offer by shareholders in that category, and thereafter from shareholders who have tendered over and above their entitlement in other category.
- 9.6 The Equity Shareholders' participation in the Buyback will be voluntary. The Equity Shareholders can choose to participate and get cash in lieu of Equity Shares to be accepted under the Buyback or they may choose to not participate and enjoy a resultant increase in their percentage shareholding, post Buyback, without additional investment. The Equity Shareholders may also accept a part of their entitlement. The Equity Shareholders also have the option of tendering additional shares (over and above their entitlement) and participate in the shortfall created due to non-participation of some other Equity Shareholders, if at all,

#### Optimizes the capital structure

After considering the above mentioned factors and benefits to the Equity Shareholders, the Board decided to recommend Buyback of not exceeding 4,49,12,000 (Four Crore Forty Nine Lakh Twelve Thousand Only) Equity Shares (representing 5.60% of the total number of equity shares in the paid-up share capital of the Company) at a price of ₹ 340 (Rupees Three Hundred Forty Only) per Equity Share for an aggregate consideration of not exceeding ₹ 1527.01 crore (Rupees One Thousand Five Hundred Twenty Seven Crore and One Lakh only)

### 3. DETAILS OF PROMOTER SHAREHOLDING

3.1 The aggregate shareholding of the Promoter, as on the date of the Board Meeting i.e. Monday, March 20, 2017 is given below:

Name of shareholder	No. of Equity Shares held	No. of Equity Shares held in dematerialized form	Percentage of issued Equity Share capital
The President of India acting through			
Ministry of Petroleum and Natural	53,61,45,026	53,61,45,026	66.89%
Gas, Government of India			

3.2 No shares or other specified securities in the Company were either purchased or sold by the Promoter during a period of six months preceding the date of the Board Meeting at which the Buyback was approved, except

Aggregate number of Equity Shares purchased or sold			Date of Maximum Price	Minimum Price (₹)	Date of Minimum Price
60,15,650*	Sale	10	January 25, 2017	10	January 25, 2017

#### \*Transfer of Equity Shares to CPSE ETF

Further, Government of India has transferred 27,12,560 shares to the escrow account of CPSE ETF on March 10. 2017.

- 3.3 In terms of the Buyback Regulations, under the Tender Offer route, the promoter and promoter group of the Company have an option to participate in the Buyback. In this regard, the Promoter as listed in paragraph 3.1 above have expressed their intention, vide their letter dated March 20, 2017 to participate in the Buyback and tender up to 4.49.12.000 (Four Crore Forty Nine Lakh Twelve Thousand Only) Equity Shares
- 3.4 Since the entire shareholding of the Promoter is in the demat mode, the details of the date and price of acquisition / sale of entire Equity Shares that the Promoter has acquired / sold till date as per the information provided by the Promoter vide its letter dated March 20, 2017, are set-out below:

Date of Transaction	No. of Equity Shares	Acquisition / Sale Consideration (₹)	Nature of Transaction / Consideration	
March 26, 1959	40,000	4,00,00,000	Initial Issue	
January 25, 1960	20,000	2,00,00,000	Further issue	
January 10, 1961	10,000	1,00,00,000	Further issue	
April 28, 1961	10,000	1,00,00,000	Further issue	
November 2, 1961	40,000	4,00,00,000	Further issue	
August 07, 1962	20,000	2,00,00,000	Transfer from Burmah Oil Company	
October 14, 1981	1,40,000	21,56,00,000	Acquisition of Shares from Burmah Oil Company	
September 23, 1994	4,20,000	NA	Bonus Issue (3:2)	
August 11, 1995	Split of 7,00,000 equity shares of ₹ 1,000 each to			
	7,00,00,000 Equit	ty Shares of ₹ 10 each		
July 2, 1996	7,00,00,000	NA	Bonus Issue (1:1)	
December 26, 2000	7,00,00,000	NA	Bonus Issue (1:2)	
September 15, 2009	(2,14,00,440)	2247,04,62,000	Transfer to IOCL, HPCL and BPCL	
April 2, 2012	28,28,99,340	NA	Bonus Issue (3:2)	
February 1, 2013	(6,01,13,157)	31,44,97,09,375.99	Disinvestment (OFS)	
March 27, 2014	(47,53,745)	218,25,80,603.52	Transfer of Shares to CPSE ETF	
April 10, 2015	(11,491)	Nil	Transfer of Shares to CPSE ETF	
January 16, 2017	13,55,40,169	NA	Bonus Issue (1:3)	
January 25, 2017	(60,15,650)	6,01,56,500	Transfer of Shares to CPSE ETF	
Total	53,61,45,026			

Note: Further, Government of India has transferred 27,12,560 Shares of the Company to the escrow account of CPSE ETF on March 10, 2017.

The Board confirms that the Company has not defaulted in the repayment of the deposits accepted 4. either before or after the commencement of the Companies Act, interest payment thereon, redemption of

- 7.2 The Buyback shall be implemented by the Company using the "Mechanism for acquisition of shares through Stock Exchange" notified by SEBI vide circular no. CIR/CFD/POLICYCELL/1/2015 dated April 13, 2015 and circular no. CFD/DCR2/CIR/P/2016/131 dated December 09, 2016 following the procedure prescribed in the Companies Act and the Buyback Regulations and as may be determined by the Board (including the committee authorized to complete the formalities of the Buyback) and on such terms and conditions as may be permitted by law from time to time
- 7.3 For implementation of the Buyback, the Company has appointed IDBI Capital Market & Securities Limited as the registered broker to the Company (the "Company's  ${\it Broker"}$ ) through whom the purchases and settlements on account of the Buyback would be made by the Company. The contact details of the Company's Broker are as follows



#### IDBI Capital Markets & Securities Limited

(Formerly known as IDBI Capital Market Services Limited) 3rd Floor, Mafatlal Centre, Nariman Point, Mumbai - 400021 Contact Person: Ms. Charushila Parkar; Tel No.: +91 (22) 4322 1212 Fax No.: +91 (22) 2285 0785; Email: charushila.parkar@idbicapital.com Website: www.idbicapital.com; SEBI Registration: INZ000007237

- 7.4 The Company shall request BSE to provide a separate acquisition window to facilitate placing of sell orders by eligible Equity Shareholders who wish to tender Equity Shares in the Buyback. The details of the platform will be as specified by BSE from time to time.
- 7.5 During the tendering period, the order for selling the Equity Shares will be placed in the acquisition window by eligible Equity Shareholders through their respective stock brokers ("Shareholder Broker") during normal trading hours of the secondary market. The Shareholder Broker can enter orders for demat shares as well as physical shares

# 7.6 Procedure to be followed by Equity Shareholders holding Equity Shares in the dematerialized form:

- a. Equity Shareholders who desire to tender their Equity Shares in the electronic form under the Buyback would have to do so through their respective Shareholder Broker by indicating to the concerned Shareholder Broker, the details of Equity Shares they intend to tender under the Buyback.
- b. The Shareholder Broker would be required to place an order/bid on behalf of the Shareholders who wish to tender Equity Shares in the Buyback using the acquisition window of the BSE. Before placing the order / bid, the eligible Shareholder would require to transfer the number of Equity Shares tendered to the special account of Indian Clearing Corporation Limited ("Clearing Corporation" / "ICCL"), by using the early pay in mechanism as prescribed by BSE or ICCL prior to placing the bid by the Shareholder Broker.
- c. The details of the special account shall be informed in the issue opening circular that will be issued by BSE or ICCL
- d. Upon placing the bid, the Shareholder Broker shall provide a Transaction Registration Slip ("TRS") generated by the stock exchange bidding system to the Equity Shareholder on whose behalf the bid has been placed. TRS will contain details of order submitted like bid ID No., DP ID, client ID, No. of Equity Shares tendered etc.
- e. For custodian participant orders for demat Equity Shares, early pay-in is mandatory prior to confirmation of order/bid by custodians. The custodian shall either confirm or reject the orders not later than 6:00 p.m. on the last day of the tendering period i.e. date of closing of the Buyback Offer. Thereafter, all unconfirmed orders shall be deemed to be rejected. For all confirmed custodian participant orders, any order modification shall revoke the custodian confirmation and the revised order shall be sent to the custodian again for confirmation.

## 7.7. Procedure to be followed by equity Shareholders holding Equity Shares in the physical form:

- a. Equity Shareholders who are holding physical Equity Shares and intend to participate in the Buyback will be required to approach their respective Shareholder Broker along with the complete set of documents for verification procedures to be carried out before placement of the bid. Such documents will include the (i) original share certificate(s), (ii)valid share transfer form(s) / Form SH 4 duly filled and signed by the transferors (i.e. by all registered Shareholders in same order and as per the specimen signatures registered with the Company) and duly witnessed at the appropriate place authorizing the transfer in favour of the Company, (iii) self-attested copy of PAN Card(s) of all holders, (iv)any other relevant documents such as power of attorney, corporate authorization (including board resolution / specimen signature), notarized copy of death certificate and succession certificate or probated will, if the original Shareholder is deceased, etc., as applicable. In addition, if the address of the Equity Shareholder has undergone a change from the address registered in the Register of Members of the Company, the Equity Shareholder would be required to submit a self-attested copy of address proof consisting of any one of the following documents: valid Aadhar card, voter identity card or passport.
- b. Based on these documents, the concerned Shareholder Broker shall place an order/bid on behalf of the physical Equity Shareholders who wish to tender Equity Shares in the Buyback, using the acquisition window of BSE. Upon placing the bid, the Shareholder Broker shall provide a TRS generated by the

- 9.7 The maximum tender under the Buyback by any shareholder cannot exceed the number of Equity Shares held by the shareholder as on the Record Date.
  - 9.8 The Equity Shares tendered as per the entitlement by shareholders as well as additional shares tendered, in any will be accepted as per the procedure laid down in Buyback Regulations
- 9.9 Detailed instructions for participation in the Buyback (tender of Equity Shares in the Buyback) as well as the relevant time table will be included in the Letter of Offer which will be sent in due course to the shareholder as on Record Date.

# 10. COMPLIANCE OFFICER

# Shri. S. K. Senapati

Company Secretary & Compliance Officer

# **Oil India Limited**

Corporate Office: Plot No.19, Sector 16-A, Noida - 201301, Uttar Pradesh

# Tel: 0120-2419000

- Fax: 0120-2488310
- Email: investors@oilindia.com

# Website: www.oil-india.com

Investor may contact the Compliance Officer for any clarification or to address their grievances, if any, during office hours i.e. 10.00 a.m. to 5.00 p.m. on all working days except Saturday, Sunday and public holidays

# 11. INVESTOR SERVICE CENTRE

In case of any query, the shareholders may contact the Registrar & Transfer Agent on any day except Sunday and Public Holiday from 10.00 a.m. to 5.00 p.m. i.e. Monday to Friday and from 10.00 a.m. to 1.00 p.m. on Saturday, at the following address Karvy Computershare Private Limited



Computershare

Karvy Selenium Tower B, Plot No 31-32, Gachibowli, Financial District, Nanakramguda, Hyderabad- 500 032. Contact Person: Murali Krishna M Tel: +91 040 67162222 Fax: +91 040 23431551 E-mail: oil.buybackoffer@karvy.com Website: www.karvycomputershare.com SEBI Registration No.: INR000000221 Validity Period: Permanent Registration

# 12. MANAGER TO THE BUYBACK



# **IDBI Capital Markets & Securities Limited**

(formerly known as IDBI Capital Market Services Limited) 3rd Floor, Mafatlal Centre, Nariman Point, Mumbai - 400021. Tel No.:+91 (22) 4322 1212 Fax No.: +91 (22) 2285 0785 Contact Person: Mr. Sumit Singh / Mr. Priyankar Shetty Email: oil.buyback@idbicapital.com Website: www.idbicapital.com SEBI Registration: INM000010866 Validity Period: Permanent Registration

# 13. DIRECTORS' RESPONSIBILITY

As per Regulation 19(1)(a) of the Buyback Regulations, the Board of Directors of the Company accept full and final responsibility for the information contained in this Public Announcement or any other information advertisement, circular, brochure, publicity material which may be issued and confirms that such document contains true, factual and material information and does not contain any misleading information. For and on behalf of

# the Board of Directors of Oil India Limited

Sd/-	Sd/-	Sd/-
(Utpal Bora)	(Rupshikha Saikia Borah)	(Saroj Kumar Senapati)
Chairman and Managing Director	Director (Finance)	Company Secretary
(DIN: 07567357)	(DIN: 06700534)	
Place: Noida		
Date: March 21 2017		