



Offer for Sale through NSE e-OFS (for Member and Dealer)

Admin

- Website: <u>https://www.nowonline.in/admin.html</u>
- Alternatively, click on User Management link from NSE e-OFS login page
- Login with your NOW Admin id
- Create a new dealer by clicking on Add Dealer
- Modify an existing dealer by clicking on Modify Dealer
- Click on OFS Order Book to view all OFS bids placed by dealers

Dealer

- Website: https://www.nowonline.in/OFS
- Login with your dealer user id
- Securities in OFS for the day is displayed, click on New bid to invoke OFS Order Entry screen
- Place bids with limit price in IS series (Non-Retail category)
- Place bids with limit price / cut-off in RS series (Retail category with bid value <= Rs. 2 lacs)
- Click on Market Depth to view Market By Price for each OFS security
- Dealers can submit bids for NOW clients, walk-in clients as well as for ownaccount
- The client code (NOW clients, walk-in clients) entered in order entry / bulk upload cannot exceed a maximum length of 10 characters and cannot contain special characters. The client code should not be appended with TM Code.
- Place bulk bids using the Bulk Upload option and select file type (NEAT, NOW, Mod/Cxl)
- The NEAT Bulk Upload file needs to be in csv and format as given below: Book Type, Buy/Sell, Symbol, Series, Quantity, Price, Pro/Cli, Account Number, CP Code, Block Collateral
- The NOW Bulk Upload file needs to be in csv and format as given below: Client Type, Symbol, Series, Quantity, Price, Cli/Pro indicator, Client Code, Participant Code, Block Collateral type, Walkin Client Code, Walkin Client Name
- View the bids placed in OFS in the Order Book
- Tick the Carry Forward Indicator of an IS series bid and click on Carry Forward button to indicate the order to be carried forward on T+1 day
- To modify/cancel an individual order, select a valid order from Order Book and click on Modify / Cancel
- Modify/cancel bulk bids using the Bulk OFS Mod/Can option
- Order book can be exported in csv and can be uploaded for preparing the Bulk Mod /Can request
- Please ensure file is type CSV and format is as under: Client Type, NOW Order Number, Symbol, Series, Quantity, Price, Cli/Pro indicator, Client Code, Participant Code, Block Collateral type, Walkin Client Code, Mod/Can indicator
- Bid details can be exported in NEAT Order Log or Trader Report formats



Offer for Sale through NOW (for Member, Dealer and Investor Client)

Dealer

- Website: <u>https://www.nowonline.in/OFS</u>
- Login with your dealer user id
- Click on MBP to view Market By Price for each OFS
- Click on Depth to view NSE Bid details for each OFS
- Select OFS Apply OFS option. Securities in OFS for the day is displayed, select the security to bid
- Place bids in IS series (Non-Retail category)
- Place bids with limit price / cut-off in RS series (Retail category with bid value <= Rs. 2 lacs)
- Dealers can submit bids for NOW clients, walk-in clients as well as for own account
- The client code (NOW clients, walk-in clients) entered in order entry / bulk upload cannot exceed a maximum length of 10 characters and cannot contain special characters. The client code should not be appended with TM Code.
- Place bulk bids using the Upload OFS option
- File needs to be in csv and format as given below: Client Type, Symbol, Series, Quantity, Price, Cli/Pro indicator, Client Code, Participant Code, Block Collateral type, Walkin Client Code, Walkin Client Name
- View the details of your bid in Order Book
- To modify/cancel an individual order, select a valid order from Order Book and click on Modify / Cancel
- Modify/cancel bulk bids using the Bulk OFS Mod/Can option
- Order book can be exported in csv and can be uploaded for preparing the Bulk Mod /Can request
- Please ensure file is type CSV and format is as under: Client Type, NOW Order Number, Symbol, Series, Quantity, Price, Cli/Pro indicator, Client Code, Participant Code, Block Collateral type, Walkin Client Code, Mod/Can indicator
- View order confirmation / rejection or order modification confirmation / rejection messages in the OFS –Exchange Messages window

Investor Client

- Websites: <u>www.nowonline.in</u> or <u>www.now-online.in</u>
- Login with your investor id (applicable for retail clients and institutions)
- The investor client id cannot exceed a maximum length of 10 characters and cannot contain special characters.
- Click on MBP to view Market By Price for each OFS
- Click on Depth to view NSE Bid details for each OFS
- Select OFS Apply OFS option. Securities in OFS for the day is displayed, select the security to bid
- Place bids in IS series (Non-Retail category)
- Place bids with limit price / cut-off in RS series (Retail category with bid value <= Rs. 2 lacs)
- View the details of your bid in Order Book
- To modify/cancel an order, select a valid order from Order Book and click on Modify / Cancel
- View order confirmation / rejection or order modification confirmation / rejection messages in the OFS –Exchange Messages window
- Bids can be placed for self only

NOW Helpdesk

Email – now@nse.co.in Toll free number – 1800 266 00 52.