



: प्रधान आयुक्त का कार्यालय :
सीमा-शुल्क सदन, मुंद्रा पोर्ट व एसईजेड, मुंद्रा
OFFICE OF THE PRINCIPAL COMMISSIONER OF CUSTOMS
CUSTOM HOUSE, MUNDRA PORT & SEZ, MUNDRA
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F. No. VIII/48-42/AG-CHM/Public Notice/19-20

Dated: 01.12.2021

Public Notice No. 13/2021

Subject: In relation to Processing, maintenance and custody of Bank Guarantees executed and accepted for different purposes (Assessment, Registration of Licenses etc)-regarding.

To facilitate the trade and ensure proper process and custody of Bank Guarantees (BGs) obtained by any section of the Commissionerate or by FAG of any other Commissionerate, it has been decided to create Centralized Bank Guarantee Cell (BG Cell) at Room No- 5, Ground floor. The overall supervision of the Centralized BG Cell will be under the control of the Deputy/Assistant Commissioner (Bond), CH, Mundra. Further, in partial modification of the earlier Public Notice No. 14/2020 dtd. 15.07.2020, following procedure to be followed with immediate effect for accepting, procuring and keeping custody of Bank Guarantee.

(2) All Sections/Groups dealing with BGs for different purposes of customs related works, are hereby directed to process and maintain the BGs in following manner:

- (i) Authority/section which accepts BG, should ensure "Auto renewal clause" in the BG as per RBI Master Circular No- RBI/2013-14/66 dated 01.07.2013.
- (ii) Authority/section which accepts BG, should ensure IEC code of the executor/importer in the BG.
- (iii) BG accepted for any purpose by any authority/section, should be first entered in the EDI system by the concern authority/section and must be sent to Centralized BG Cell for custody and will remain in custody till release or encashment of the same.
- (iv) Centralized BG Cell will return bank guarantee to respective section/authority on written demand, stating reason for return, made by the respective section/authority.
- (v) Centralized BG Cell will not release/encash any BG directly to BG executor/importer/CHA.

(vi) Authority/Section, accepting BG, will maintain a record of receipt/dispatch/disposal of the BG and will take receipt number from BG Cell on handing over the BG to the BG Cell.

(3) In case, requirement of BG is decided by FAG of the Commissionerate, in such cases, the officer, giving out of charge, will ensure that BG of the amount as decided by the FAG with other requirements as discussed above, including auto renewal clause, is verified properly and same is received by the Centralized BG Cell, before giving out of charge.

(4) It is also directed that all the Groups/Sections should enlist cases of Bank Guarantees presently under their custody at earliest and ensure that all the Bank Guarantees are forwarded to the Centralized Bank Guarantee Cell by 31.12.2021 under proper handing over note and record in the section.

(5) All the importers/Exporters/Custom Brokers are requested to follow the procedure as prescribed above scrupulously.

(6) In case of any difficulty, it should be brought to the notice of the Additional/Joint Commissioner, in charge of the Section.

T. V. Ravi

(T. V. Ravi)

01/12/21

Commissioner of Customs,
Customs House, Mundra.

Copy to:

1. The Chief Commissioner of Customs, Gujarat Zone, Ahmedabad
2. The Deputy Commissioner(EDI), for uploading on website.
3. All the stakeholders/Concerned Officers.
4. Notice Board.

