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Azadi Ka
Amrit Mahotsav

केन्द्रीय भण्डारण निगम
(भारत सरकार का उपक्रम)
CENTRAL WAREHOUSING CORPORATION
(A Govt. of India Undertaking)
जन-जन के लिए भण्डारण/Warehousing for Everyone



CWC CO-FD0CASH/27/2020-FIN

25th July, 2023

Cash & Bank Circular # 9

Sub: Changes/ Modification in the Guidelines for issuance of Bank Guarantee by CWC.

1. As per Cash & Bank Circular # 3, SOP/Guidelines for issuance of Bank Guarantee by CWC to Customers as per the terms of the contract/tender was issued.
2. With the approval of Competent Authority following changes/modifications are made in the above SOP which are given as under:-

S. No.	Particulars	Existing Guideline	Modification / Changes required
B.	Administrative Approval	iii. Administrative Approval of concerned Functional Director is to be obtained. In case Functional Director is not available, Managing Director is the CA to accord administrative approval for issuance of BG.	iii. Administrative Approval of tender awarding authority through concerned HoD is to be obtained.
G.	Extension of the Bank Guarantee	i. There could be occasions where extension of the guarantee period becomes necessary. For extension of the Bank Guarantee the full process as in case of Fresh Bank Guarantee shall be followed.	i. For extension of the Bank Guarantee, the same issuing bank be approached for immediate extension as Fixed Deposit of CWC is under lien as Collateral.

The other modalities in the Cash & Bank Circular No #3 CWC CO-FD0CASH/27/2020-FIN shall remain same.

(Amit Puri)
General Manager (F & A)

Distribution to:

1. All Regional Managers of CWC
2. All HoDs, C.O.
3. All DGMs/AGMs/Managers/ (Sr.) Asstt.Managers /Accountants in Finance, Accounts & Internal Audit Wings of all ROs.

निगमित कार्यालय :4/1, सीरी इंस्टीट्यूशनल एरिया, अगस्त क्रांति मार्ग, हौज़ खास, नईदिल्ली-110016.
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Copy for information to:

1. MD, CWC, CO, New Delhi.
2. Dir. (Fin.)/Dir.Pers.)/Dir.(M&CP), CWC, CO, New Delhi
3. GGM(F&A), CWC, Corporate Office, New Delhi
4. All DGMs/AGMs/Managers/(Sr.) Asstt.Managers /Accountants in Finance, Accounts & Internal Audit Cadre at CWC, Corporate Office, New Delhi.
5. Supdt. (MIS), CWC, CO, New Delhi –with a request to place this Corrigendum on CWC’s website.
6. Manager (Rajbhasha), CWC, CO, New Delhi, with a request to arrange Hindi version of this Corrigendum.

निगमित कार्यालय :4/1, सीरी इंस्टीट्यूशनल एरिया, अगस्त क्रांति मार्ग, हौज़ खास, नईदिल्ली-110016.

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