

MEMORANDUM

Sub : Modalities regarding Receiving Performance Bank Guarantee

Presently the system of online receipt of EMD for the offices of state Government are governed as per FD Memo No. 3975-F(Y) dated 28.07.16 read with FD Memo No. 5688-F(Y) dated 03.11.16 and other orders issued in this regard. However, it has come to the knowledge of the Finance Department that the State Government Offices are facing difficulties in receiving of Performance Bank Guarantee as there is no Bank Account of pure State Government Offices.

Under such circumstances the following provisions regarding the receipt and realizing of performance bank guarantee are hereby stipulated :

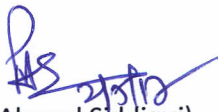
1. The following Account bearing No. **000605030134** opened at ICICI Bank, 22, RN Mukherjee Road Branch, Kolkata may be treated as the **Pooling Account** of the Performance Bank Guarantee of all pure State Government Offices (except PSUs / autonomous and Statutory Bodies, Local Bodies, etc.)

Account Details

Account Name	:	WB Govt Pooling A/C For Performance Guarantee
Account No	:	000605030134
IFSC Code	:	ICIC0000006
MICR Code	:	70229002
Branch Address	:	ICICI Bank, 22 R.N.Mukherjee Road, Kolkata-700001
ICICI Email ID	:	saptarshi.chandra@icicibank.com
ICICI Helpdesk No.	:	033-40267512 / 033-40267513

2. This account No. is to be provided by the state Govt. offices to the intending provider of Bank Guarantee so that guarantee provider bank may quote the same as "Beneficiary Bank Account" number etc. while issuing the Bank Guarantee to any pure State Government Offices.
3. The Account will be of non-operative nature and the amount realized and credited to the Account cannot be withdrawn or refunded by the State Government Office under any circumstances except as per the procedure stipulated at para 4 below.
4. The **Process of transfer of fund from the pooling A/c to the Government A/c** will be as follow :
 - i. On being informed of the release of the Bank Guarantee by the Guarantee provider Bank, the concerned State Government Office / Department shall collect the NEFT/RTGS/UTR No. from the Guarantee provider Bank by which the fund has been remitted to the pooling A/c and shall contact ICICI Bank to **verify** whether the fund has been duly credited in the said A/c.
 - ii. After getting **confirmation** the DDO of the concerned state government office shall generate a challan through GRIPS (in off-line mode) for credit of the Bank Guarantee amount to the appropriate revenue Head of the Department. The Challan shall have the following details :
 - A: Name & Particulars of the Depositors**
 - B: Detailed Head of Account**The DDO shall send the soft copy of the challan in PDF to the ICICI Bank by e-mail mentioning the NEFT/RTGS/UTR No. by which the fund has been credited to the Pooling Bank A/c.
 - iii. ICICI Bank shall, **within T+2 days**, transfer the money to the state government account through the GRIPS challan forwarded by the DDO. After successful payment, the ICICI bank will inform the same to the DDO of the concerned office by email.
 - iv. The concerned Office / Department should also monitor the ultimate credit of the money to Government Account through GRN status inquiry (menu available in GRIPS).

This order will take immediate effect.


(Parwez Ahmad Siddiqui)
Secretary to the
Government of West Bengal

Copy forwarded for information and necessary action to:

1. Principal Accountant General (A&E), West Bengal, Treasury Buildings, 2, Government Place West, Kolkata – 700001.
2. Principal Accountant General (Audit), West Bengal, Treasury Buildings, 2, Government Place West, Kolkata – 700001.
3. Accountant General (Receipt Works & Local Bodies Audit), West Bengal, CGO Complex, 3rd MSO Building, 5th Floor, Block DF, Sector I, Salt Lake, Kolkata – 700064.
4. Additional Chief Secretary / Principal Secretary / Secretary, _____ Department.
5. Special Secretary/Additional Secretary/Commissioner/Joint Secretary/Deputy Secretary, Finance Department.
6. _____ Department.
7. Commissioner, _____ Division, _____
8. Director, _____
9. Director of Treasuries & Accounts, West Bengal, Mitra Building, 8, Lyons Range, 3rd Floor, Kolkata – 700001.
10. District Magistrate / District Judge / Superintendent of Police, _____
11. Sub-Divisional Officer, _____
12. Block Development Officer, _____
13. Pay & Accounts Officer, Kolkata Pay & Accounts Office-I, 81/2/2, Phears Lane, Kolkata – 700012.
14. Pay & Accounts Officer, Kolkata Pay & Accounts Office-II, P-1, Hyde Lane, Kolkata – 700073.
15. Pay & Accounts Officer, Kolkata Pay & Accounts Office-III, IB Market, 1st Floor, Block IB, Sector III, Salt Lake, Kolkata – 700106.
16. Treasury Officer, _____
17. Group ____ / _____ Branch, Finance Department.
18. Sri Sumit Mitra, Network Administrator, Finance (Budget) Department. He is requested to upload copy of this order in the website of Finance Department.

 02/05/17

Assistant Secretary to the
Government of West Bengal