



**TRAFFIC DEPARTMENT**

No.TD/DTM/OPN/GEN-05/2021-22/ 255

Date: 23/02/26

**All Importers/Exporters,  
Paradip Port – 754 142.**

**Sub: Electronic Bank Guarantee (e-BG) – regarding.**

Dear Sir(s),

With reference to the Office Order No. TD/TM/GEN-201 (PT-1)/185 dated 29.01.2026 and No. TD/TM/GEN-200/150 dated 22.01.2026 regarding 'Berthing Policy for vessels for the FY 2026-27 (w.e.f 01.04.2026 to 31.03.2027) along with Priority Berthing Scheme (PBS) for Dry Bulk Cargo at CB-1 & CB-2 of MCHP (including IOB of IOHP) and General Cargo Berth/ Conventional Berth' and 'Plot MGT Scheme for the FY 2026-27 (w.e.f 01.04.2026 to 31.03.2027)', concerned importers / exporters are required to furnish the Electronics Bank Guarantee (e-BG) in the attached proforma.

Further they may please note the followings:

- 1) The e-BG to be drawn in favour of 'Paradip Port Authority'. The Bank must ensure that the e-BG is encashed immediately on invocation without any delay and demur. In encashing the e-BG, the Bank must strictly adhere to the RBI guidelines issued from time to time. The following receiver details must be mentioned in the e-BG by the Party.
  - I. Favour: Paradip Port Authority.
  - II. IFSC: ICIC0000776.
  - III. Branch: Paradip.

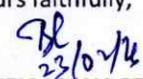
While issuing e-BG, applicant must mention receiver's details as above in e-BG and in which SFMS IFIN 760 message is to be sent by the issuing Bank to establish the authenticity of given e-BG.

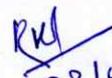
- 2) The validity of the e-BG should be 3 months from the date of expiry, i.e. up to 30.06.2027.
- 3) Importers/Exporters enrolled in the Priority Berthing Scheme will be required to submit only one e-BG for higher MGT quantity between Berth MGT and Plot MGT.
- 4) MGT Providers for Priority Berthing Scheme and Plot MGT shall have to submit undertaking as per the enclosed formats.
- 5) The applicants interested to enrol in the Priority Berthing Scheme for the financial year 2026-27 can avail the priority berthing on submission of required e-BG on or before 30.04.2026.
- 6) The details of Paradip Port shall be required by the Bank and the same is enclosed herewith (copy of the circular dated 28.03.2025)

Encl: e-BG proforma and  
Undertaking format

Copy to:

- 1) All officers of Traffic Department, PPA for information.
- 2) FA & CAO, PPA.
- 3) Import Section/Export Section/Plot Section/ Marine Section for information and necessary action.
- 4) Office order guard file.

Yours faithfully,  
for   
23/02/26  
**TRAFFIC MANAGER**  
**PARADIP PORT AUTHORITY**

  
23/02/26

To

The Traffic Manager,  
Paradip Port Authority  
Paradip – 754 142

Sub: No objection - reg.

Sir,

We, M/s. \_\_\_\_\_ are an allottee of \_\_\_\_\_ Sqm. storage plot / a participant in the Priority Berthing Scheme in Paradip Port. We have furnished e-BG amounting to Rs. \_\_\_\_\_/- (Rupees in words) towards Minimum Guaranteed Tonnage (MGT) as required vide Office Order No. TD/TM/GEN-200/ 150 dated 22.01.2026 & No. TD/TM/GEN-201 (PT-1)/185 dated 29.01.2026. We have no objection, if the Port would encash our e-BG, without further notice, to realise the equivalent wharfage amount in respect of the shortfall quantity, in case we fail to fulfil the MGT.

Yours sincerely,

To

The Traffic Manager,  
Paradip Port Authority  
Paradip – 754 142

Sub: No objection - reg.

Sir,

We, M/s. \_\_\_\_\_ are an allottee of \_\_\_\_\_ Sqm. storage plot in Paradip Port. We have furnished e-BG amounting to Rs. \_\_\_\_\_/- (Rupees in words) towards Minimum Guaranteed Tonnage (MGT) as required vide Office Order No TD/TM/GEN-200/ 150 dated 22.01.2026. We have no objection, if the Port would encash our e-BG, without further notice, to realise the equivalent wharfage amount in respect of the shortfall quantity, in case we fail to fulfil the MGT.

Yours sincerely,

PROFORMA ELECTRONIC BANK GUARANTEE FOR PLOT & BERTH MGT

To

Paradip Port Authority  
Paradip Port – 754142.

e-BG No. \_\_\_\_\_ . Amount of Guarantee \_\_\_\_\_

Date of Issue \_\_\_\_\_ Date of Expiry \_\_\_\_\_

Last Date of Lodgement of Claim : **(3 months from expiry of e-BG)**

1. We, \_\_\_\_\_ (Name of Bank) a scheduled bank having its registered office at \_\_\_\_\_ (Address) with Indian Financial System (IFSC No.....) and Branch at \_\_\_\_\_ (Address) (hereinafter referred to the Bank) at the request of M/s. \_\_\_\_\_ do hereby unconditionally and irrevocably undertake to offer Paradip Port Authority (PPA) an amount not exceeding Rs. \_\_\_\_\_ (Rupees in words) in respect of Minimum Guaranteed throughput (Plot MGT) for \_\_\_\_\_ Sqm. of siding plot and \_\_\_\_\_ Sqm. of non- siding plot as per office order No. TD/TM/GEN-200/150 dated 22.01.2026 & Minimum Guaranteed throughput of 03 Million Tonnes for all import/export dry bulk cargo in relation to Priority Berthing Scheme at GCB / 05 Million Tonnes for loading of Thermal Coal in relation to Priority Berthing Scheme at CB-1 & CB-2 of MCHP as per office order No. TD/TM/GEN-201 (PT-1)/185 dated 29.01.2026.

The conditions under which the e-BG shall be encashed are as under:

- i) Failure to fulfil the MGT quantity in the specified period by the MGT providers for availing Priority Berthing Scheme during the year 2026-27 (from 01.04.2026 to 31.03.2027), the Port would encash the e-BG for the equivalent wharfage (in case of MGT provider for GCB)/ handling charges (in case of MGT provider for CB-1 & CB-2 of MCHP) in respect of the shortfall quantity of the MGT.
- ii) Failure to fulfil the Plot MGT required for storage of cargo within Port Prohibited area for the specified period by the MGT providers, the Port would encash the e-BG for the equivalent wharfage in respect of the shortfall quantity of the MGT.
2. The Bank hereby undertakes to pay the amount due and payable under this Guarantee without any delay and demur or protest, merely on a demand from PPA. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the bank under this e-BG.
3. The Bank undertakes to pay to the Beneficiary money so demanded notwithstanding any dispute or disputes raised by MGT provider(s) in any suit or proceeding pending before any Court or Tribunal relating thereto. Our liability under this present Guarantee being absolute and unequivocal. The payment so made by us under this Guarantee shall be a valid discharge of our liability for payment there under. Our liability to pay is not dependent or conditional on the Beneficiary proceeding against the MGT provider(s).
4. That, this Guarantee shall remain in force up to and including date 30.06.2027 and any demand in respect thereof should reach the Bank not later than such date.
5. That, this Guarantee shall not be discharged by any change in the constitution of \_\_\_\_\_ (name of MGT provider) or of the Bank.
6. a) The liability of the Bank is restricted to maximum Rs. \_\_\_\_\_ (Rupees in words).  
b) That the Guarantee shall remain in force until 30.06.2027.  
c) The Bank is liable to pay the Guaranteed amount or part thereof under the e-BG, if PPA serves upon the Bank a written claim or demand on or before 30.06.2027 ( i.e. three months from date of expiry of 31.03.2027).

7. The following receiver details must be mentioned in the e-BG by the Party.

- I. Favour: Paradip Port Authority.
- II. IFSC: ICIC0000776.
- III. Branch: Paradip.

While issuing e-BG, applicant must mention receiver's details as above in e-BG and in which SFMS IFIN 760 message is to be sent by the issuing Bank to establish the authenticity of given e-BG.

Dated, the \_\_\_\_\_ Day of \_\_\_\_\_ 2026.

(Signature of Authorized Person of the Bank)

Signature of Witness  
(name and address of Witness)

Name of Signatory & Designation with Seal and  
Seal of the Bank with Address.

PROFORMA ELECTRONIC BANK GUARANTEE FOR PLOT MGT

To

Paradip Port Authority  
Paradip Port – 754 142  
Jagatsinghpur, Odisha, India

e-BG No. \_\_\_\_\_ . Amount of Guarantee \_\_\_\_\_

Date of Issue \_\_\_\_\_ Date of Expiry \_\_\_\_\_

Last Date of Lodgement of Claim : **(3 months from expiry of e-BG)**

1. We, \_\_\_\_\_ (Name of Bank) a scheduled bank having its registered office at \_\_\_\_\_ (Address) with Indian Financial System (IFSC No.....) and branch at \_\_\_\_\_ (Address) (hereinafter referred to the Bank) at the request of M/s. \_\_\_\_\_ do hereby unconditionally and irrevocably undertake to offer Paradip Port Authority (PPA) an amount not exceeding Rs. \_\_\_\_\_ (Rupees in words) in respect of Minimum Guaranteed throughput (Plot MGT) for \_\_\_\_\_ Sqm. of siding plot and \_\_\_\_\_ Sqm. of non-siding plot as per office order No. TD/TM/GEN-200/ 150 dated 22.01.2026.

The conditions under which the e-BG shall be encashed are as under:

- I) Failure to fulfil the Plot MGT required for storage of cargo within Port Prohibited area for the specified period by the MGT providers, the Port would encash the e-BG for the equivalent wharfage in respect of the shortfall quantity of the MGT.
2. The Bank hereby undertakes to pay the amount due and payable under this Guarantee without any delay and demur or protest, merely on a demand from PPA. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the bank under this e-BG.
3. The Bank undertakes to pay to the Beneficiary money so demanded notwithstanding any dispute or disputes raised by MGT provider(s) in any suit or proceeding pending before any Court or Tribunal relating thereto. Our liability under this present Guarantee being absolute and unequivocal. The payment so made by us under this Guarantee shall be a valid discharge of our liability for payment hereunder. Our liability to pay is not dependent or conditional on the Beneficiary proceeding against the MGT provider(s).
4. That, this Guarantee shall remain in force up to and including date 30.06.2027 and any demand in respect thereof should reach the Bank not later than such date.
5. That this Guarantee shall not be discharged by any change in the constitution of \_\_\_\_\_ (name of MGT provider) or of the Bank.
6. a) The liability of the Bank is restricted to maximum Rs. \_\_\_\_\_ (Rupees in words).
- b) That the Guarantee shall remain in force until 30.06.2027.
- c) The Bank is liable to pay the Guaranteed amount or part thereof under the e-BG, if PPA serves upon the Bank a written claim or demand on or before 30.06.2027 (i.e. three months from date of expiry of 31.03.2027).

7. The following receiver details must be mentioned in the e-BG by the Party.

- I. Favour: Paradip Port Authority.
- II. IFSC: ICIC0000776.
- III. Branch: Paradip.

While issuing e-BG, applicant must mention receiver's details as above in e-BG and in which SFMS IFIN 760 message is to be sent by the issuing Bank to establish the authenticity of given e-BG.

Dated, the \_\_\_\_\_ Day of \_\_\_\_\_ 2026

(Signature of Authorized Person of the Bank)

Signature of Witness  
(name and address of Witness)

Name of Signatory & Designation with Seal and  
Seal of the Bank with Address.

Annex

**PARADIP PORT AUTHORITY  
FINANCE AND ACCOUNTS DEPARTMENT**

NO.FIN/1101/eOffice/1921

Date:28.03.2025

CIRCULAR

**Sub: Acceptance of E-BG .**

Paradip Port Authority has enabled acceptance of E-BG as per National E-Governance Services Limited. All the vendors may be intimated to issue E-BG in favour of Paradip Port Authority. Any deviation to this would only be done with approval of HOD with specific justified reasons of deviation.

Further, while issuing E-BG the details (as per Annexure-1) of Paradip Port is required by the bank. So all the vendors must be intimated about the same while approaching to bank for issuance of E-BG.

Any clarification in this regard may contact Shri P Moharana,  
Dy. CAO.

  
DY. CAO  
Paradip Port Authority.

Encl:Annexure-1.

Copy to all HODs/DDOs.

Copy to Sr. P.S to Chairman / P.A to Dy. Chairman for kind information.

Sr No	Particulars	Beneficiary Details
1	PAN	AAALP0055A
2	Name	PARADIP PORT AUTHORITY
3	Date of Incorporation/Birth	01-06-1965
4	Email ID	facao@paradipport.gov.in
5	Contact Number	9937979753
6	Legal Constitution	Local Authority
7	Registered Office Address	Paradip, Dt-Jagatsinghpur Odisha
8	Registered Office Address Pin code	754142
9	Communication Address	Paradip, Dt-Jagatsinghpur Odisha
10	Communication Address Pin code	754142
11	Business Unit Code	
12	Contract Reference Number	_____
13	Vendor Code	
14	ePortal ID (GeM ID)	