

Coord(Revenue)/2(1)/WZ/Surat/2014-15/2023-24/271

**Office of the Pr. Chief Controller of Accounts  
Central Board of Indirect Taxes & Customs  
A.G.C.R. Building, 1st Floor,  
I.P. Estate, New Delhi-110002.**

Dated: 29/12/2023

**OFFICE MEMORANDUM**

**Sub: - Banking arrangements for Customs Duty Collection and Duty Drawback payment for SDB Diamond Bourse, Location code-INSTV4 through EDI under the Commissioner of Customs, Ahmadabad**

The undersigned is directed to convey the approval of the Pr. Chief Controller of Accounts, CBIC for authorization of Bank of Baroda, Bhagatalav Branch, Surat, BSR Code- 0200259 for Customs Duty Collection and payment of Duty Drawback under EDI in r/o SDB Diamond Bourse, Location code- INSTV4 under the Commissioner of Customs, Ahmadabad

**2. The Banking arrangement at SDB Diamond Bourse, Location code-INSTV4 for Collection of Customs Duty and Payment of Duty drawback under the Commissioner of Customs, Ahmadabad is as follows:-**

Bank branch Name & BSR Code	Focal Point Branch with BSR Code	Location Code for which branch is authorized	Purpose of authorization	Jurisdictional Commissionerate	Jurisdictional PAO	Specified officer to issue cheque for DBK,	Reason
Bank of Baroda, Bhagatalav Branch, BSR Code- 0200259	Bank of Baroda, Service Branch, BSR Code- 0200418	SDB Diamond Bourse, Code-INSTV4	Customs Duty Collection and Payment of Duty Drawback Under Physical, EDI & e-Payment	Commissioner of Customs, Ahmadabad	PAO, CGST & Customs Surat	Assistant /Dy. Commissioner	New Banking Arrangement

**3. Instructions for Commissionerate:** (i) Commissioner of the jurisdictional Commissionerate will send the details of the designated officer authorized to sanction the refund/drawback claims along with their specimen signatures to the designated bank branch and to the PAO.

(ii) Cheque book will be supplied to designated authorized departmental officer by the Pay and Accounts Office concerned. The instructions contained in Central Government Accounts (Receipt and Payments) Rules, 1983 should be carefully observed by the Cheque Drawing Officers.

(iii) All the claims sanctioned in a particular day will be enumerated in a consolidated Computerised Customs Drawback Advice (CCDA)/payout scroll/ DBK Scroll with a unique system generated identifiable number and transferred to the designated Bank Branch through ICES/EDI/ICEGATE **supported by a single cheque instrument for total amount.**

(iv) For each CCDA/payout scroll/ DBK scroll a unique system generated identifiable number would be there and cheque is to be drawn in favour of "..... (Bank) (7 digit BSR Code No.), Station Name ..... against DBK Scroll No/ Payout Scroll No. .... Dated ....."

(v) An abstract showing Sl. No., Advice No. & date and amount of the advice will also be generated and one printed copy of the advice duly signed by Sanctioning Authority (Refund/drawbacks) shall be simultaneously sent to the PAO concerned.

**4. Instructions for authorized Bank/branch:**

(i) The collecting branch will render the scrolls and challans through the existing FPB i.e. Bank of Baroda, Bhagatalav Branch, Surat Main branch, BSR Code-0200259, Local to PAO, CGST & Customs, Surat on daily basis. The branch is required to follow the procedure laid down in the "Revised Memorandum of Instructions for Collection and Accounting of Central Excise, Customs and other Dues."

(ii) The designated branch will ensure signature of the authorized officer on each page of the Computerized Customs Drawback Advice received from the Drawback Sanctioning Authority.

(iii) The designated bank branch shall take necessary action to credit the refund/ drawback amount in the exporter's/assessee's account, either on the same day the **Computerized Customs Drawback Advice (CCDA)/Refund Advice along with supporting single cheque** is received or on the next working day.

(iv) The designated bank branch will prepare a Daily Payment Scroll in triplicate. The designated branch will exclude the undisbursed amount of refund/drawback and report to the Focal Point Bank only the net amount credited in the accounts of the exporters. In case of payment made through RTGS/NEFT, it is mandatory to mention the RTGS/ NEFT identification number along with date in the Daily Payment Scroll. First copy of the scroll will be sent to the Focal Point Branch and the duplicate copy to the Sanctioning Authority (Drawback/Refund) along with a Statement of Undisbursed Amount. The branch shall retain the triplicate copy for its own record.

(v) The bank is directed to ensure payment of drawback claims to the assessee prior to taking claim from RBI, intimation of failed transactions by the branch to the Commissionerate and PAO within 48 hours of occurrence of failure, and furnish a certificate along with the payment scroll to the effect that no change/modification were carried out by the branch in the file received from the Commissionerate while releasing payment.

(vi) The Bank Branch will fulfill its obligation as per undertaking given by authorized signatory of the bank copy of which is enclosed as **Annexure-A**

This authorization will be effective from the date of issue of Trade Notices. **Commissioner of Customs, Ahmadabad** under intimation of this office.

*Ch. d. / 29.12.23*

**(Chandan Mishra Dwivedi)**  
**Chief Controller of Accounts (CBIC)**

**To**

1. Additional Commissioner of Customs, O/o the principal commissioner of Customs, Customs Duty, New Customs House, 2<sup>nd</sup> Floor, In front of Old High Court, Navrangpura, Ahmadabad-380009.
2. O/o The Deputy Controller of Accounts (WZ), Central Board of Indirect Taxes and Customs, Ministry of Finance, Department of Revenue, Central Board of Indirect Taxes & Customs, 9<sup>th</sup> Floor, New Customs House, Mumbai-400001
3. The General Manager, Bank of Baroda, Govt. Relationships Department, 7<sup>th</sup> Floor, Bank of Baroda Building, 16, Sansad Marg, New Delhi-110001.
4. The General Manager, Reserve Bank of India, Dept. of Govt. & Bank Accounts, Central Office, Byculla Building, Opp. Mumbai Central Station, Mumbai - 400008.
5. The General Manager, Reserve Bank of India, Central Accounts Section, Additional Office Building, East High Court Road, Nagpur - 440001.
6. Addl. Director (DG System, EC/EDI Project), C.R. Building, I.P. Estate, New Delhi.
7. Shri Dipankar Sen Gupta, Sr. Technical Director, NIC (O/o the CGA), Shivaji Stadium, New Delhi.
8. The Assistant General Manager, Bank of Baroda, Pb 286, Kanpith, Bhagatalav, Surat, Gujrat, Pin Code-395003
9. PAO, CGST & Customs, Surat Old Central Excise Building, Opp. Gandhi Marg, Chowk Bazar, Surat-395003
10. PAO Customs, Room No. 232-233, New Customs House, Near IGI Airport, New Delhi-110037.
11. Sr. A.O., B.R. Section.
12. AAO, GST & IT, CBIC for information and updating on Pr.CCA, CBIC website.



The Following undertaking is towards Authorization of Bank of Baroda, Pb 286, Kanpith ,Bhagatalav,Surat ,BSR code-0200259 for payment of Duty Drawback/Refund under Physical, EDI & e-Payment in r/o SDB Diamond Bourse (INSTV4) Under the Commissionerate of Customs, Ahmadabad authorized vide O.M. No. Coord/2(1)/WZ/Surat/2014-15/2023-24/ dated /12/2023.

**Undertaking from the Bank Branch seeking Authorisation for Disbursement of Duty Drawback/refunds.**

- The authorized branch shall not affect the payment unless signatory's details and signature are received by bank from concerned PAO.
- The authorized branch would establish a control mechanism at their end to detect duplicate advices and disallow any duplicate payment.
- The branch shall not change or temper with the details of bank accounts of the exporter's for all such cases bank shall revert to the department for reinitiating the advice with modified details of the bank account.
- The branch shall, after making disbursement on the basis of advice, send the scrolls along with transaction proof in the form of UTR or transaction id of all successful and failed cases to the concerned PAO (It may be noted that bank shall be responsible for establishing the correctness of payment.)
- The branch shall not charge any RTGS/NEFT charges on settlement from department or individuals in any case.
- The branch shall provide every details to the PAO whenever required for the purpose of reconciliation and accounting.
- The branch processes and transaction relating to disbursement of duty drawback shall be open for audit by office of the Principal Chief Controller of Accounts. Whenever asked the branch shall provide the electronic advice received from ICEGATE/EDI system of department , the output files in terms of successful and failed transactions alongwith UTR details put through and scroll details etc. The same would be readily made available to O/o. Pr. CCA for reconciliation or audit purpose.
- The IT system of bank shall maintain the audit trail of whole process and events.



कृते बैंक ऑफ बड़ौदा For Bank of Baroda

*Dalvi*

सहायक महाप्रबंधक / ASST. GEN. MGR.  
भागालाव / Bhagatalav  
Authorised Signatory

Date: 21/12/2023

*Sachin R. Dalvi*  
21/12/2023

Forwarded by AC/DC  
Surat Customs Division, Surat  
सचिन आर. दलवी / Sachin R. Dalvi  
सहायक आयुक्त / Assistant Commissioner