

**Annexure-B**

**PROFORMA OF BANK GUARANTEE**  
(on non-judicial paper of appropriate value)

To,  
**Embassy of India, Brasilia**

BANK GUARANTEES NO:

DATE:

Dear Sir(S)

This has reference to the Work Order No. \_\_\_\_\_ Dated \_\_\_\_\_ having been placed by Embassy of India, Brasilia with M/s (Name & Address of Contractor) for \_\_\_\_\_.

The conditions of this order provide that the Contractor shall,

- a. Arrange to carry out the services listed in the said order by the Client, as per details given in said order, and
- b. Arrange for the service support and provide the items to the Client on site as per the work order and bid documents.

M/s (Name of Contractor) has accepted the said work order with the terms and conditions stipulated therein and have agreed to issue the performance bank guarantee on their part, towards promises and assurance of their contractual obligations vide the work order No. \_\_\_ M/s. (name of Contractor) holds a current account with us and has approached us and at their request and in consideration of the promises, we hereby furnish such guarantees as mentioned hereinafter.

{Mission/ Post} shall be at liberty without reference to the Bank and without affecting the full liability of the Bank hereunder to take any other undertaking of security in respect of the Contractor's obligations and /or liabilities under or in connection with the said contract or to vary the terms vis-a-vis the Contractor or the said contract or to grant time and or indulgence to the Contractor or to reduce or to increase or otherwise vary the prices or the total contract value or to forebear from enforcement of all or any of the obligations of the Contractor under the said contract and/or the remedies of the {Mission/ Post} under any security(ies) now, or hereafter held by the {Mission/ Post} and no such dealing(s) with the Contractor or release or forbearance whatsoever shall have the effect of releasing the bank from its full liability of the {Mission/ Post} hereunder or of prejudicing right of the {Mission/ Post} against the bank.

This undertaking guarantee shall be a continuing undertaking guarantee and shall remain valid and irrevocable for all claims of the {Mission/ Post} and liabilities of the Contractor arising upto and until date.....

Your right to recover the said sum of \_\_\_\_\_  
\_\_\_\_\_ only) from us in manner aforesaid will not be affected/or  
suspended by reason of the fact that any dispute or disputes have been raised the said M/s \_  
\_\_\_\_\_ and/or that any dispute or disputes are pending before any officer,  
tribunal or court or Arbitrator.

Our liability under this guarantee is restricted to \_\_\_\_\_  
(\_\_\_\_\_Only) Our guarantee shall remain in force until unless a suit  
action to enforce a claim under guarantee is filed against us within six months from (which is  
date of expiry of guarantee) all your rights under the said guarantee shall be forfeited and we  
shall be relieved and discharged from all liabilities there under.

We have power to issue this guarantee in your favour under Memorandum and Articles of  
Association of our Bank and the undersigned has full power to do under the power of Attorney  
dated\_\_\_\_\_.

Notwithstanding anything contained herein:

- 1 Our liability under this guarantee shall not exceed .....(in words)
- 2 This bank guarantee shall be valid up to.....& unless a suit for action to enforce a claim  
under guarantee is filed against us within six months from the date of expiry of guarantee.  
All your rights under the said guarantee shall be forfeited and we shall be relieved and  
discharged from all liabilities there after i.e. after six months from the date of expiry of this  
Bank guarantee.
- 3 We are liable to pay the guaranteed amount or any parts thereof under this bank guarantee  
only and only if you serve upon us a written claim or demand on or before .....
- 4 The Bank guarantee will expire on .....

Granted by the Bank

Yours faithfully,

For (Name of Bank)

SEAL OF THE BANK  
Authorized Signatory