

Service Charges (Excluding GST)

SL NO	ITEMS	Revised Charges w.e.f. 01.02.2022
1.	I) Export Bills purchased/ discounted/negotiated/ collection	
	i) For each bill (Foreign Currency/ Rupee) purchased/discounted/negotiated/collection/Bills against which advance payment received/ PCFC/FCBD/FCBN & Export Bill directly sent by customer as per FEMA.	Bill amount below or equivalent to USD 10000 - Rs.750/- Above USD 10000 and up to USD 25,000 Rs.1,000/- Above USD 25,000 – Rs.1,500/- (Additionally Rs.100 per shipping bill to be charged if more than one shipping bill is submitted under a single export bill.) (Excluding the interest , charges on funds lent for the period and Out of pocket expenses like Dispatch/courier)
	ii) Where the branch sends an export bill for negotiation to another bank (due to reasons such as L/C. being restricted to the later or the L/C. being confirmed by the later, etc.)	FLAT RATE OF INR 1,500/- PER BILL
	iii) Where reimbursement under L.C is claimed by a branch from another A.D in India.	Flat rate of Rs.1,500/- for each claim if reimbursement in foreign currency.
	iv). In case export bill, initially sent for collection, later on purchased or discounted. (Additional charges)	NIL
	v) For forwarding export documents on which no collection commission or exchange accrues to the bank (i.e. from one bank to another bank in India)	Rs.2500.00 per bill Actual Out of pocket expenses like dispatch/courier will be charged additionally
2.	Overdue Export Bills: i) Export bills sent on collection where proceeds are not received in India on the due dates or within a period of six months from the date of shipment (i.e. overdue bills)	Rs.650/-per quarter per bill to be recovered immediately after bill becomes overdue.

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3.	<p>Commission in lieu of Exchange such as (Additional Charges):</p> <p>i.Where pre-shipment advance has been granted by a branch against a letter of credit/export order but the bills are negotiated through another Bank.</p> <p>ii.Where the proceeds of an export bill negotiated by a branch are paid in foreign currency to another Authorised dealer.</p> <p>iii.Where an export bill is sent for collection abroad by a branch but the payment is received in rupees through another Authorised Dealer in India.</p> <p>iv.Deemed export bills in foreign currency as defined by the RBI/Exim Policy from time to time.</p>	<p>Bill upto USD 50,000 flat Rs.2,000/-.</p> <p>Bill above USD 50,000 flat Rs.5,000/-.</p> <p>Note: These are charges in lieu of Exchange which are in addition to regular charges as specified in item I (i).</p>
4.	i) GR waiver /Approval such as export of Samples, Trade Fair/Exhibition, re-import of exported goods, etc.	Rs.500/- per certificate
	ii) Export Bills returned unpaid	Rs.1,000/- per returned.
	iii) Extension of due date of bills.	Under AD Power Rs.750/- per extension. Under RBI power Rs.1,500/- per extension
	iv) Write off of Export Bill under collection.	Rs.1,500/- per bill.
	v) Late submission of documents (after 21 days under export bill).	Rs.500/- per bill.
	vi) NOC for discounting of Export bill under LC with other bank.	Rs.2,000/- per NOC
5.	<p>Export Letters of Credit:</p> <p>i) Advising of Foreign L/C, SBLC & Foreign BG/Transferable LC</p>	<p>i)Our on Customer: Rs.1,000/-</p> <p>ii)Beneficiary of LC is customer of other Bank in India: Rs.2,000/-</p> <p>III)Second Advising Bank in India:Rs.5,000/-</p> <p>iv) Our own Foreign Office: OSD 50</p> <p>V)Foreign Banks: USD 100</p> <p>(Charges from iv) or v) will be recovered if not recoverable from i), ii) or iii)</p>

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	ii) Advising each amendment of Foreign L/C, SBLC & Foreign BG, Transferable LC	Export Letter of Credit Amendment Advising Charges, if to be charges from: i) Our on Customer: Rs.500/- ii) Beneficiary of LC is customer of other Bank in India: Rs.1,000/- iii) Second Advising Bank in India: Rs.2,500/- iv) Our own Foreign Office: USD 25 v) Foreign Banks: USD 50 (Charges from iv) or v) will be recovered if not recoverable from i), ii) or iii).
	iii) Adding confirmation to L/C	Unified charges (Commitment + Usance) 1) Sight LC's and LC's upto 30 days Upto Rs.1 cr : 0.35% >1 cr to Rs.5 cr: 0.25% >Rs.5 cr : 0.15% Min. Rs.1000/- 2) LC's beyond 30 days usance (per month or part thereof Upto Rs.1 cr. : 0.20% >1 cr.to Rs.5cr.: 0.10% >Rs.5 cr : 0.05% Minimum Rs.2,000/-
6.	Export Letter of Credit: Bank Certificate Issue of Bank certificate/ attestation in respect of export transactions	a) Issue of Bank Realisation certificate : – NIL b) Charges for attestation/other certificate in respect of export transactions - Rs.250/- per certificate
7.	Bill Handling/Out of Pocket expenses.	All out of pocket expenses to be recovered at actuals. Courier charges as per H.O. guidelines issued in this regard from time to time.
8.	A) Opening of LCs for Imports.	Unified charges (Commitment + Usance) <u>1)Sight LC's</u> AAA – 0.15% for 1 st quarter AA – 0.20% for 1 st quarter A – 0.23% for 1 st quarter BBB – 0.25% for 1 st quarter Below BBB and unrated – 0.30% for 1 st quarter

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	<p>Notes:1. Min Charges for establishing LC</p> <p>2. In case LC established against 100% cash margin</p>	<p>For 1st quarter plus thereafter-</p> <p>AAA – 0.12% per month</p> <p>AA – 0.15% per month</p> <p>A– 0.20% per month</p> <p>BBB – 0.23% per month</p> <p>Below BBB and unrated – 0.25% per month</p> <p><u>2) Usance LC's</u></p> <p>AAA – 0.75% p.a.</p> <p>AA – 0.95% p.a.</p> <p>A– 1.20% p.a.</p> <p>BBB – 1.50% p.a.</p> <p>Below BBB and unrated – 1.80% p.a.</p> <p>(From the date of opening of LC to last date of its validity including usance period)</p> <p>Rs.1000.00</p> <p>25% of the applicable charges.</p>
	<p>B) Amendments for extension in validity of LC, enhancement in the value of LC & other amendments if any.</p>	<p>Amendment charges Rs.1,000/- per amendment plus unified charges applicable as per 8 (A) if extension of validity for more than one quarter, on outstanding liability under LC.</p>
	<p>C) Any revival or reinstatement of an expired LC (shall be at the option of the branch) within 3 months from the date of expiry</p>	<p>As per opening of LC 8 (A) above from the date of expiry till the validity period of revived LC.</p>
<p>9.</p>	<p><u>Revolving Letter of Credit</u></p> <p>In cases where revolving L/Cs are established as per provisions of FEMA and for restoration of the credit to the extent of the drawing honoured.</p> <p>1) Establishment charges : Where the L/C specifies the maximum amount of total drawing permitted at any one</p>	<p>Charges as applicable for opening of LC vide point no.8 (A). On the maximum amount of drawings permitted at any one time during the period from the date of establishing the LC to the last date of validity.</p>

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	time, the charges recoverable at the time of establishment viz. commitment and Usance charges will be as below :	
	2) Reinstatement charges	Charges as applicable for opening of LC vide point no.8 (A). On the maximum amount of drawings permitted at any one time during the period from the date of establishing the LC to the last date of validity.
10.	Deferred Imports: A. Charges on LC covering import of goods on deferred payment terms involving payments beyond a period of 6 months from the date of shipment, over a period of time, as defined in FEMA.	AAA – 0.35% per quarter AA– 0.35% per quarter A – 0.40% per quarter BBB – 0.45% per quarter Below BBB and unrated a/cs – 0.50% per quarter Note- Calculated on the amount of liability under such credit at the beginning of every quarter.
	B. Charges if the validity period of L/C covering import on deferred payment terms is extended,	Flat amendment commission of Rs.500/- However, for any amendment extending the validity of the letter of Credit beyond 3 month period, commission at the applicable rate shall be recovered as per Sr.no.10 A.
11.	Payment / crystallization of import bills under Letter of Credit a. Foreign Currency import bill received under a LC	0.15% at the time of retirement or crystallization, whichever is earlier Min Rs.1,500/- Max. Charges Rs.25,000/-.
	b. In case of each rupee import bill drawn under a LC. The above scale of charges on import bill shall be collected as below : c. Where the amount of import bill does not exceed Rs.2 Crs. (or equivalent in FC) d. Where the amount of import bill exceeds Rs.2 Crs. upto Rs.4 Crs. (or equivalent in FC) e. Where the amount of import bill exceeds Rs.4 Crs. (or Equivalent FC)	0.20% at the time of retirement or crystallization, whichever is earlier irrespective of amounts. Min. Rs.1,500/- . Max. Charges Rs.25,000/-.

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12.	Bills drawn under LC not retired within 10 days from the date of receipt of bills in case of demand bills and on the due date in case of usance bills	Flat Rs.500/- per default.
13.	Discrepancy Charges Import documents received with discrepancies, under L/C. (To be deducted from the bill proceeds while settling the bill amount. Branches to ensure that the necessary clause regarding charging the discrepancy fee in case of discrepant documents is incorporated in the LCs opened by them).	US\$ 75.00 or its equivalent rupee per bill from the beneficiary.
14.	Commission on Import collection bills On each bill drawn in foreign currency where our bank earns exchange benefit	0.15% Min Rs.1500/- Max. Charges Rs.25,000/-.
15.	Import documents covering project Imports: On bills/documents covering project imports under inter-governmental aid schemes (including those financed by international agencies like World Bank, IMF, and ADB etc.) where no LC is opened.	Flat 0.075%, Min 1,250/- Max 25,000/-
16.	Import Documents received directly by importers (For remittance purposes) -Where the Bank earns exchange profit <u>Including Advance Remittance for Imports</u>	0.15% Min Rs.1,500/- Max. Charges Rs.25,000/-.
17.	Sharing of commission on any LC issued by a branch in foreign exchange against the undertaking/counter indemnity of one or more A.Ds.	Commission at the applicable rate to be shared as per mutual agreement.
18.	Booking of forward contract with another bank in respect of import bills drawn under Letter of Credit opened by our bank.	0.15% In lieu of exchange in addition to swap cost and interest from the date of negotiation till the date of credit of proceeds to the Bank's Nostro account. Min. Rs.500/- Max. Rs.5,000/-

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19.	Payment of import bills (with or without LC) which are settled out of foreign currency loans arranged abroad and/or from balances held in foreign currency accounts.	<p>I)If settled from FCL arranged through our Foreign Branches. Flat Charges: @ Rs.2000/-</p> <p>II)In case of settlement of through EEFC or any other Foreign Currency account with our Bank. Commission @ 0.15% Min Rs.1500/- Max. Charges Rs.25,000/-.</p> <p>III) for FCL availed from other Bank or funds are received from EEFC account maintained with other Bank. Commission @ 0.15% Min Rs.1500/- Max. Charges Rs.25,000/-.</p> <p>Additional Commission @ 0.10% in Lieu of Exchange</p>
20.	Import Bills for collection i) If the branch is required to forward the documents to another bank	Handling charges @ Rs.2,000/- per bill.
	ii) Penalty for non-submission of Bill of entry within 90 day from the date of BOE	Rs.250/- per month per bill.
	iii) Issue of Delivery order	Rs.1,500/- per Delivery order
	Merchanting Trade	As applicable to export & Import leg of transaction.
21.	Inward Remittances i. Clean payment effected under SWIFT/ Telex instructions from a foreign correspondent (our Nostro account credited)	a) Rs.250/- if payment is to be made to a/c holders of other bank. b) No charges if amount credited to a/c with us.
	ii. Foreign currency instruments (personal cheques, drafts etc.) favouring resident beneficiaries sent for collection to our foreign correspondents/ branches abroad.	@ 0.15 % Min. Rs.500/- Max Rs.7,500/- For instrument up to USD 500 favouring individual– Rs100/-
	iii. Foreign currency instruments favouring residents sent for collection within India.	As applicable for inland transactions.

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	<p>iv. Various Certificates as under:</p> <p>a. Foreign Inward Remittance Certificate issued on security paper</p> <p>b. On Bank's letter head</p> <p>c. Duplicate FIRC (in lieu of original reported lost.)</p>	<p>a. Rs.500/- per certificate</p> <p>b. Rs.200/- per certificate</p> <p>c.Rs.1,500/- per certificate</p>
	v. Collection of foreign currency notes	<p>Upto Rs.100,000/- Rs.100/-</p> <p>Above Rs.100,000 Rs.500/-</p>
22.	<p>Outward Remittances</p> <p>i. All outward remittances not being proceeds of import bills. The same including FCL payments.</p>	<p>For individual:</p> <p>Upto USD 500 : Rs.200/- flat</p> <p>Above USD 500: Rs.1,000/- flat</p> <p><u>Others:</u> 0.10%</p> <p>Minimum of Rs.1000.00</p> <p>Maximum of Rs.10000.00</p> <p>Out of pocket expenses as applicable in both cases.</p>
	ii. Issuance of drafts	<p><u>Individual:</u> 0.10% Min Rs.500/- Max Rs.2,500/-</p> <p><u>Others:</u> 0.10%</p> <p>Minimum of Rs.1000.00</p> <p>Maximum of Rs.10000.00</p>
23.	<p>EEFC Accounts</p> <p>A. Inward Remittances credited to EEFC accounts with our bank</p> <p>B. Outward Remittances effected out of EEFC accounts maintained with our bank (additional charges in lieu of exchange).</p> <p>This charge is in addition to Outward remittance charges as per point no. 22.i</p>	<p>EEFC Accounts</p> <p>a. For Inward Remittance No charge</p> <p>B. For Outward Remittance Upto USD500:Rs.500/- flat</p> <p>Above USD 500:Rs.1500/- flat</p>
24.	<p>Foreign Exchange Contracts</p> <p>i. Booking of forward sale or purchase contract</p>	Rs.500/- for every contract

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	ii. Early delivery, extension or cancellation of the contract.	Rs.500/- for every request + Swap cost.																					
25.	Types of Guarantees																						
	<p>i. Guarantees in favour of shipping companies/ agencies for clearance of goods pending production of bill of lading.</p> <p>a. Relating to imports under L/Cs opened by the guarantor banks themselves.</p> <p>b. Others not covered by (a) above:</p>	<p>@ Rs.1,500/- flat per guarantee</p> <p>@ 0.30% per guarantee per quarter. If the guarantee remains current beyond 3 months an additional Commission @ 0.20% p.m. or part thereof as long as the guarantee remains current thereafter.</p> <p>Min.Rs.1,500/-</p>																					
	ii. Export performance guarantee for <u>project exports</u> which also include Bid Bonds, Bonds for Earnest Money and Guarantees for Advance Payment made by foreign buyers to Indian Exporters/ Contractors, as per ECGC Norms in vogue.	<p>Proposed Commission per annum</p> <table border="1"> <thead> <tr> <th></th> <th colspan="2">ECGC Cover</th> </tr> </thead> <tbody> <tr> <td>Cr. Rating</td> <td>75%</td> <td>90%</td> </tr> <tr> <td>AAA</td> <td>0.40%</td> <td>0.30%</td> </tr> <tr> <td>AA</td> <td>0.45%</td> <td>0.35%</td> </tr> <tr> <td>A</td> <td>0.50%</td> <td>0.35%</td> </tr> <tr> <td>BBB</td> <td>0.50%</td> <td>0.40%</td> </tr> <tr> <td>Below BBB and unrated a/cs</td> <td>0.55%</td> <td>0.40%</td> </tr> </tbody> </table> <p><u>100% cash margin:</u> 25% of the applicable charges.</p> <p><u>Not having any cover:</u> 1.20% p.a. Min. Rs.5,000/-.</p>		ECGC Cover		Cr. Rating	75%	90%	AAA	0.40%	0.30%	AA	0.45%	0.35%	A	0.50%	0.35%	BBB	0.50%	0.40%	Below BBB and unrated a/cs	0.55%	0.40%
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	iii. Export performance guarantees, bid bonds, etc. (other than for <u>project exports</u>) and Export Performance Guarantees covering export obligations in terms of import trade control regulations and export performance guarantees/bid bonds connected with deemed exports as per ECGC Norms in vogue.	<p>AAA – 0.70% p.a.</p> <p>AA – 0.80% p.a.</p> <p>A – 0.90% p.a.</p> <p>BBB – 1.10% p.a.</p> <p>Below BBB and unrated accounts – 1.30% p.a.</p> <p>Min. Rs.1,500/-</p> <p>For the specified period of liability where the guarantee period is less than 3 months, commission will be 0.30% (flat) of the guarantee amount.</p>																					

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	<p>iv. Deferred payment guarantees covering imports of goods into India/ repayment of foreign currency loans: Note: Where a deferred payment guarantee has been issued by an Authorised Dealer, but the relative instalment payment is remitted through another Authorised Dealer, the latter shall compensate the AD which had issued the guarantee @0.125 % commission on the amount of the remittance, in lieu of exchange.</p>	<p>AAA – 0.35% per quarter AA – 0.40% per quarter A – 0.45% per quarter BBB – 0.55% per quarter Below BBB and unrated accounts – 0.65% per quarter. Min. Rs.1,500/-.</p> <p>For the specified period of liability calculated on the amount of liability under such guarantee at the beginning of every quarter (on reducing balances)</p>
	<p>v. Guarantees issued against the counter-guarantees of other banks.</p>	<p>a. Upto Rs.5 crore: 1.20% p.a. (Min.- Rs.1200/-). b. Over Rs.5 crore upto Rs.25 crore: 0.75% p.a. (in addition to a). c. Portion over Rs.25 crore: 0.45% p.a. (in addition to (i) a & b)</p>
	<p>vi. Bank Guarantee for availing buyers credit (BGBC)</p>	<p><u>Upto one year</u> raw material and capital goods</p> <p>AAA-1% pa AA-1% pa A-1.50% pa BBB-2.25% pa Below BBB and unrated: 2.50% pa</p> <p><u>Above one year</u> (capital goods)</p> <p>AAA-1.50% pa AA-1.50% pa A-2.00% pa BBB-2.50% pa Below BBB and unrated: 3.00% pa.</p>
	<p>vii. <u>All other guarantees:</u> (Including Standby LCs)</p>	<p>1.50% p.a. Min. Rs.5000/-</p>
<p>26.</p>	<p>Misc. Charges (Common for Foreign Business Dept.)</p>	
	<p>i. ECB (Form 83 scrutiny)</p>	<p>Rs.7,500/- per application</p>
	<p>ii. Weekly / Monthly/Annual filing with RBI like ECB II /Commodity /Hedging/Annual activity cert of branch & liaison office, etc.</p>	<p>Rs.500/- per filing</p>
	<p>iii. AD code certificate issuance</p>	<p>Rs.250/- per certificate</p>

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27.	Overseas Direct Investment (ODI)	If remittance made through our Bank : Rs.5000/- If remittance made through other bank: Rs.10,000/-
	i. New (Under Automatic Route)	
	ii. New (Under Approval Route)	Rs.10,000/- - Remittance to be made through our Bank only. If remittance made through other bank: NA
	iii. Subsequent remittances (Part-II) reported within stipulated time frame / reported with delay.	If remittance made through our Bank : Rs.1,000/- If remittance made through other bank: Rs.2,000/-
	iv. Annual performance Report (Part III) reported within stipulated time frame/reported with delay	Rs.1,000/- before due date. Rs.2,000/- after due date
	v. Disinvestment (Part IV) - reported within stipulated timeframe/reported with delay.	Rs.5,000/- without delay ie. Within 30 days from the date of Board Resolution. Rs.10,000/- with delay ie. Beyond 30 days from the date of Board resolution necessitating correspondence with RBI
	vi. Transfer of UIN to other bank.	Flat 10,000/- per transfer.
	vii. Charges for follow up (for submission of date/information-if not submitted within 21 days – necessitating follow up action by the Bank)	Follow up charges after 21 days: (i)If remittance made through our Bank :Rs.500/- (ii)If remittance made through other bank: Rs.1,500/-
28.	i. Submission of FCGPR reported within stipulated timeframe/reported with delay.	<u>Reported within timeframe:</u> Rs.3,000/- if remittance through our Bank. Rs.6,000/- if remittance through other Bank. <u>Delayed Reporting:</u> Rs.6,000/- if remittance through our Bank. Rs.12,000/- if remittance through other Bank
	ii. FCTRS- reported within stipulated time frame/reported with delay.	<u>Reported within timeframe:</u> Rs.3,000/- if remittance through our Bank. Rs.6,000/- if remittance through other Bank. <u>Delayed Reporting:</u> Rs.6,000/- if remittance through our Bank. Rs.12,000/- if remittance through other Bank
	iii. All other forms reported within stipulated time frame/reported with delay	<u>Reported within timeframe:</u> Rs.1,000/- if remittance through our Bank. Rs.2,000/- if remittance through other Bank. <u>Delayed Reporting:</u> Rs.2,000/- if remittance through our Bank. Rs.4,000/- if remittance through other Bank

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	iv. Charges for follow up (for submission of date/information-if not submitted within 21 days-necessitating follow up action by the Bank).	Follow up charges after 21 days: If remittance made through our Bank : Rs.500/- If remittance made through other bank: Rs.1,500/-
29.	Lodging AD transfer request to other Banks under EDPMS.	Rs.1,000/- per shipping bill.
30.	Lodging AD transfer request to other Banks under IDPMS.	Rs.500/- per application
31.	For Processing/ forwarding any application to RBI for their approval (except related to FDI/ODI/ECB etc., which is mentioned separately).	Rs.500/- per application
32.	Charges for availing FX Retail Platform.	Rs.500/- per day
	Misc. Charges	
33.	Other Additional Charges.	<ol style="list-style-type: none"> 1. GST as applicable to be recovered separately in addition to the stipulated charges wherever applicable. 2. All out of pocket charges like courier charges, SWIFT charges, etc. to be recovered additionally/separately. 3. SWIFT charges to be recovered as under:- <ol style="list-style-type: none"> a. Per SWIFT Message: Rs.500/- for message other than LC. b. For LC/Standby LC/Guarantees : Rs.1500/- c. Staff/Ex-staff, eligible for staff concession are exempted from service charges except out of pocket expenses (Swift charges/Postage)

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