

Trade Services-General Schedule of Features and Charges (GSFC) with effect from 1st June, 2015

1. Imports

Sr. No.	Advance Import Payment	Standard Charges
1.	Commission for foreign currency remittance towards advance payment for imports	0.25%; minimum INR 1,000
2.	Commission in lieu of exchange (in case of debit from EEFC/RFC/SFC account)	0.125%; minimum INR 1,000
3.	Outward remittance wherein the foreign bank charges are to the account of applicant in India (MT103 states charges are "OUR or FULL PAY NO DEDUCT")	INR 1,000
4.	Follow up charges for non submission of Bill of Entry (per reminder)	INR 250 per bill for each half year
5.	BEF Reporting Charges	INR 750
6.	SWIFT	INR 500
Sr. No.	Direct Import Bills Charges	Standard Charges
1.	Commission for foreign currency remittance towards payment of bills directly received by importers	0.25%; minimum INR 1,000
2.	Commission in lieu of exchange (in case of debit from EEFC/RFC/SFC account)	0.125%; minimum INR 1,000
3.	Outward remittance wherein the foreign bank charges are to the account of applicant in India (MT103 states charges are "OUR or FULL PAY NO DEDUCT")	INR 1,000
4.	Follow up charges for non submission of Bill of Entry (per reminder)	INR 250 per bill for each half year
5.	BEF Reporting Charges	INR 750
6.	SWIFT	INR 500
Sr. No.	Import Bills under collection	Standard Charges
1.	Import bills on Collection	0.25%; minimum INR 1,000
2.	Commission in lieu of exchange (in case of debit from EEFC/RFC/SFC account)	0.125%; minimum INR 1,000
3.	Advise of Acceptance\refusal	INR 500
4.	Follow up charges for non submission of Bill of Entry (per reminder)	INR 250 per bill for each half year
5.	BEF Reporting Charges	INR 750
6.	Delivery Order issuance	INR 1,500
7.	Follow up for non submission of documents under Delivery Order issued	INR 1,000
8.	Follow up charges for overdue Bills (per reminder)	INR 250
9.	Bills Returned Unpaid (Overdue > 90 days)	INR 1,000
10.	Courier	
	a. International	INR 750
	b. Domestic	INR 500
11.	SWIFT	INR 500
Sr. No.	Import Bills under LC	Standard Charges
1.	Bills drawn under LCs	
	a. At the time of retirement	0.25%; minimum INR 1,000
	b. in case of devolvement	0.25%; minimum INR 1,000
2.	Commission in lieu of exchange (in case of debit from EEFC/RFC/SFC account)	0.125%; minimum INR 1,000
3.	Follow up charges for non submission of Bill of Entry (per reminder)	INR 250 per bill for each half year
4.	BEF Reporting Charges	INR 750
5.	Delivery Order issuance	INR 1,000
6.	Follow up for non submission of documents under Delivery Order issued	INR 1,000
7.	Discrepancy fee per bill – Import bill	USD 100
8.	Dishonour of bills under LC	INR 1,500
9.	Reimbursement claim authorisation	INR 1,500
10.	Courier	
	a. International	INR 750
	b. Domestic	INR 500
11.	SWIFT	INR 500
Sr. No.	Import LC Issuance / Amendment /Cancellation	Standard Charges
1.	Letters of credit issuance commission (including reinstatement)	3% p.a. subject to minimum of INR 3500
2.	Co-acceptance commission	3% p.a. subject to minimum of INR 3,500
3.	Amendments to LCs	
	a. Extension of validity	3% p.a. subject to minimum of INR 3,500
	b. Enhancement in Value	3% p.a. subject to minimum of INR 3,500
	c. Other Amendments	INR 1,000
4.	Cancellation of LCs (on request of customer /Foreign Bank before auto closure)	INR 1,000
5.	Courier Charges	INR 750
6.	SWIFT for LC Issuance	INR 1,500
7.	SWIFT for LC Amendment	INR 1,000
8.	SWIFT (Others)	INR 500
Sr. No.	Trade Credit	Standard Charges
1.	Processing charge for Letter of Undertaking/ Letter of Comfort	INR 2,500 + LOU charges same as BG
2.	Handling charges for Roll Over requests	INR 1,000
3.	Offer Letter Arrangement Charges	USD 100
4.	SWIFT	INR 500

2. Exports		
Sr. No.	Export Bills	Standard Charges
1.	Negotiation of export bills under LCs	0.125% minimum INR 2,500
2.	Crystallisation fees (handling charges)	0.125% minimum INR 2,500
3.	Export bill purchased / discounted	INR 1,500
4.	Export collection bills	0.075 % with a min of INR 750 per bill
5.	Handling GR of bills directly dispatched by drawers	0.075 % with a min of INR 750 per bill
6.	SOFTEX Handling charges (per SOFTEX)	INR 3,000
7.	Commission in lieu of exchange (in case of debit from EEFC/RFC/SFC account)	0.125%; minimum INR 1,000
8.	Bank Realization Certificate Charges	Free
9.	Penalty charges for late submission of export documents beyond 21 days	INR 1,000
10.	NOC for discounting of bills with other banks	INR 1,000
11.	NOC for lodgement of bills where Form GR is in our name	INR 250
12.	Processing fees for advances against Government sponsored incentive scheme	INR 5,000
13.	Extension of time for realisation of export proceeds	INR 1500
14.	Write off / Reduction in invoice value of export bills	INR 750
15.	Penalty for non submission of Order Copy for Packing credit	INR 500
16.	Follow up charges for o/s export bills (overdue, follow up with foreign bank)	INR 500
17.	Request to change Buyer / Consignee	INR 1,000
18.	Export Bill Overdue (XOS) Follow up charges	INR 250 per quarter (reckoned from the date overdue)
19.	Export Advance follow up	INR 250 per quarter
20.	Issuance of GR waiver Certificate (approved by us)	INR 1,000
21.	Follow up for proof of import for GR Waiver cases (In case of non submission within 30 days)	INR 500
22.	Discrepancy fee per bill (to the account of beneficiary)	INR 500
23.	Return of Funds to Foreign Banks	USD 50
24.	Courier	
	a. International	INR 750
	b. Domestic	INR 500
25.	SWIFT	INR 500
Sr. No.	Advising & Confirmation Charges	Standard Charges
	Applicable for LCs & Guarantees (for both Domestic & Foreign)	
1.	LC / BG Confirmation Commission	3% p.a subject to minimum of INR 1000
2.	Advising of inward letters of credit / Guarantees (including Inland LCs / Guarantees)*	
	a. Pre advising of LC /Guarantees	INR 500
	b. Advising of LC /Guarantees	INR 1,000
	c. Advising Amendment of LC / BG	INR 1,000
	d. Transfer of letter of credit (per transfer)	INR 3,000 for transfer of LC
3.	Request for cancellation of LCs / BGs - handling charges	INR 1,000
4.	Issuance of BG confirmation letter	INR 500
5.	Courier	
	a. International	INR 750
	b. Domestic	INR 500
6.	SFMS	INR 500
7.	SWIFT	INR 500
3. Guarantees		
Sr. No.	Guarantees	Standard Charges
1.	Bank Guarantee / LOU / SBLC issuance commission	
	a. Financial	3% p.a subject to minimum of INR 1,000
	b. Performance	3% p.a subject to minimum of INR 1,000
	c. Standby LCs	3% p.a subject to minimum of INR 1,000
2.	Amendment to Guarantees	
	a. Extension of validity	3% p.a subject to minimum of INR 1,000
	b. Enhancement in Value	3% p.a subject to minimum of INR 1,000
	c. Other amendments (including cancellations)	INR 1,000
3.	Issuance of indemnity for missing Bill of Lading - Relating to LCs opened by us (Shipping Guarantee - over & above Point 1 above)	INR 1,500
4.	Invocation Charges	INR 1,000
5.	Courier	
	a. International	INR 750
	b. Domestic	INR 500
6.	SFMS Charges	INR 500
7.	SWIFT	INR 500
4. Remittances		
Sr. No.	Outward Remittances	Standard Charges
1.	On all foreign currency remittances other than for payment of imports	0.25% subject to minimum of INR 750
2.	Commission in lieu of exchange (in case of debit from EEFC/RFC/SFC account)	0.125%; minimum INR 1,000
3.	Outward remittance wherein the foreign bank charges are to the account of applicant in India (MT103 states charges are "OUR or FULL PAY NO DEDUCT")	INR 1,000
4.	Issue of traveller's cheques / FCY DD's	INR 500
5.	SWIFT	INR 500
6.	Revalidation of FCY DDs / PO	INR 500

Sr. No.	Inward Remittances	Standard Charges
1	Processing of Inward Remittance	NIL
2	Return of Funds to Foreign Banks	USD 50
3	Commission in lieu of exchange (in case of credit to EEFC/RFC/SFC account/Nostro of other Bank)	0.125%; minimum INR 1,000
4	Issuance of FIRC / FIRA	INR 150
5	Duplicate FIRC / FIRA	INR 500
6	Issuance of FIRC / FIRA (> 3 months)	INR 500
7	DD issuance charges / RTGS charges	DD/PO/RTGS/NEFT Charges as applicable + Rs. 750/-
8	Instruments for collection (cheques, drafts, international money orders in foreign currency payable abroad or in India)	INR 500
9	FCY instruments returned	INR 1,000
10	SWIFT	INR 500
5. Inland trade		
Sr. No.	Letter of Credit	Standard Charges
1	Letters of credit	3% p.a. subject to minimum of INR 3,500
2	Co-acceptance commission	3% p.a. subject to minimum of INR 3,500
3	Amendments to LCs	
	a. Extension of validity	3% p.a. subject to minimum of INR 3,500
	b. Enhancement in Value	3% p.a. subject to minimum of INR 3,500
	c. Other amendments	INR 1,000
4	Confirmation	Same as LC Issuance
5	Inland LC cancellation at the request of the applicant	INR 1,000
6	Courier – Domestic	INR 500
7	SFMS	INR 500
8	SWIFT	INR 500
Sr. No.	Inward Bills under LC	Standard Charges
1	Commission/ Handling inland bills under LC at the time of retirement	0.625% min INR 1000 per bill
2	Discrepancy fee per bill	INR 1,000
3	Dishonoured bills / document return charges	INR 1,000
4	Courier – Domestic	INR 500
5	DD issuance charges /RTGS charges	DD/PO/RTGS/NEFT Charges as applicable + Rs. 750/-
6	SFMS	INR 500
Sr. No.	Inward Bills under collection	Standard Charges
1	Bills Handling Charges	0.625% min INR 1,000 per bill
2	Dishonoured bills / document return charges	INR 1,000
3	Courier – Domestic	INR 500
4	DD issuance charges / RTGS charges	DD/PO/RTGS/NEFT Charges as applicable + Rs. 750/-
5	SFMS	INR 500
Sr. No.	Outward Collection Bills	Standard Charges
1	Bill Handling Charges	0.625% min INR 2,500 per bill
2	Follow up for overdue Bills (per follow up per bill)	INR 500
3	Dishonoured bills / document return charges	INR 500
4	Courier – Domestic	INR 500
5	DD issuance charges / RTGS charges	DD/PO/RTGS/NEFT Charges as applicable + Rs. 750/-
6	SFMS	INR 500
Sr. No.	Discounting	Standard Charges
1	LCBD / CBD / Invoice Financing / PO Financing	INR 1,000
2	Negotiation of bills under LCs issued by us (Own LCBD)	INR 500
3	DD issuance charges / RTGS charges	DD/PO/RTGS/NEFT Charges as applicable + Rs. 750/-
4	SFMS	INR 500
6. Miscellaneous		
Sr. No.	Type of transaction	Standard Charges
1	Bank Certification for Application of Importer Exporter Code (IEC)	INR 500
2	Approval for opening of Project Office /Branch Office /Liaison Office	INR 5,000
3	Approval for Project & Service Export	INR 15,000
4	Approval for Setting up Branch office / Warehouses outside India	INR 3,000
5	Set up charges for Co-operative Banks, etc.	INR 25,000
6	Technology set up charges without customisation	INR 15,000
7	Fully Cash Backed LC/BG facility documentation charges (excluding Stamp Duty)	INR 2,500
8	Status Report (per report)	INR 10,000
9	True copy attestation - Invoices\BRCs\LC Copy	INR 100
10	Merchanting Trade Transaction	INR 5,000
11	Follow up - Merchanting Trade Transaction (opposite leg)	INR 500
12	Retrieval of Records	Free for Current FY, INR 1,000 for older records
13	For forwarding any requests to other banks	INR 1,000

7. Regulatory		
Sr. No.	Type of transaction	Standard Charges
1.	Request to RBI for GR waiver	INR 5,000
2.	NOC in respect of capital account transactions (AD change)	INR 1,000
3.	NOC / Remitter KYC (FDI) Issuance	To be quoted on case to case basis
4.	For forwarding requests to RBI (per request)	
	a Filing of reports to RBI	INR 2,000
	b Filing of FCTRS & FCGPR	INR 15,000
	c Approval for ECB / ODI / FDI	INR 15,000
	d Approval for Current Account Transactions	INR 2,000
	e ECB - II submission (Monthly)	INR 2,500 per half year
8. Forward Contracts		
Sr. No.	Type of transaction	Standard Charges
1.	For booking sale / purchase contract	INR 750
2.	For early utilization / cancellations (in full or in part)	INR 500
3.	Overdue Forward Contract Cancellation	INR 250, In case of profit, it is not passed on to the client, in case of Loss, it is recovered from the client
4.	Forward Contract Franking paper charges (to be attached with forward contract confirmation)	INR 100
DISCLAIMER:		
1.	Charges are exclusive of the Service Tax, Education Cess & Higher Secondary Cess Tax which is currently 12.36%. The same is subject to change.	
2.	Stamp Duty, Service Tax and any other Statutory Dues to be collected on actuals as per government regulations from time to time.	
3.	All charges to be collected upfront.	
4.	LC, BC & BG commission to be calculated either on a per month basis or on per day basis as agreed.	
5.	In case of premature redemption of guarantees, 50% of the commission collected for the unexpired period, calculated from the date of redemption or 3 months from the date of issue, whichever ever occurs later, shall be refunded.	
6.	Commitment Charges will be calculated from LC Issuance date till Expiry date, and Usance Charges will be calculated from LC Bill Acceptance Date till the Maturity Date.	
7.	All out of pocket expenses such as overseas bank charges, credit report charges etc. shall be recovered on actual basis.	
8.	Interest Outlay on discounting / negotiation / purchase will be charged separately as agreed from time to time.	