



# South Eastern Coalfields Limited

(A Subsidiary of Coal India Limited)

A 'MINIRATNA' PSU

Seepat Road, PO. SECL,  
BILASPUR (CG)-495 006.  
Tel. 07752-246322  
Fax. 07752-246472

*O/o Sales & Mktg Deptt..*

No.SECL/BSP/S&M/COMML/150/NCDP/867

Dtd. 29.3.2008

## **NOTICE**

Sub: **Procedure for Signing the FSAs with State Nominated Agencies**

Further to Notice No.SECL/BSP/S&M/COMML/150/NCDP/814 dtd. 19.3.08, all concerned are hereby informed that following procedure will be followed for signing of Fuel Supply Agreements with State Nominated Agencies:

- 1) Concerned State Agencies shall download the model FSA from SECL Website [www.secl.gov.in](http://www.secl.gov.in) and get acquainted with the terms and conditions of FSA.
- 2) The concerned State Nominated Agencies after issuance of nomination by respective State Governments. and issuance of allocation letter by CIL indicating the Quantity on SECL allocated for 2008-09 for signing the FSA, shall arrange to submit the Security Deposit in terms of Model FSA @ Rs.1010/- per metric ton (Base Price of ROM-D) by either of the following:
  - a) Through Demand Draft with the Finance Manager(S&M) SECL HQR., Bilaspur in the name of SOUTH EASTERN COALFIELDS LIMITED (COAL SALE REALISATION A/C) Payable at Bilaspur.

**OR**

- b) Through Bank Guarantee favouring CIL & SECL for the requisite amount as per the prescribed Bank Guarantee format available in the model FSA. The Bank Guarantee should be operative at any scheduled Bank at Kolkata and should be sent by registered/speed post by the issuing Bank directly to Dy.Chief Sales Manager (S&A), SECL, 13, RN Mukherjee Road, Kolkata.
- 3) Submit the application on Agency's letter head at the Office of GM(S&M), SECL, Bilaspur either in person or through Registered / Speed Post for signing the FSA alongwith the following documents :
  - i) Complete address of Registered/Head Office telephone, fax no., email etc.

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- ii) Original money receipt issued by SECL, if the Security Deposit is submitted through Demand Draft or a copy of the letter from the Bank issuing the Bank Guarantee containing the particulars of the same, if the Security Deposit is submitted through BG.
  - iii) Specimen signature of the person authorized to sign the FSA attested by the State Govt. authority.
  - iv) Copies of the nomination issued by the State Govt. and the allocation letter issued by CIL duly attested by the signatory authorized to sign the FSA.
  - v) Two blank non-judicial stamp papers of Rs.100/- each, purchased at Bilaspur in the name of the Agency.
  - vi) Affidavit on Rs.10/- non-judicial stamp paper as per Schedule-IV of Model FSA sworn in and notarized at Bilaspur.
- 4) Once the above details / documents are received the same will be scrutinized at SECL. On finding the documents in order and receipt of the confirmation of Bank Guarantee from SECL, Kolkata office, a notice will be placed on SECL Website as well as Notice Board, S&M Deptt., SECL HQrs., Bilaspur, indicating the name(s) of the Agency alongwith date on which the authorized signatory would be required to come for signing the FSA. The authorized signatory would be required to bring his official seal for signing the FSA.
- 5) For any further clarification/information, Dr. Anurag Garg, Sales Manager, TS to GM(S&M) or Shri S K Roy, Sales Manager (Comml), SECL, Bilaspur may be contacted.
- 6) SECL reserves the right to cancel or modify the above conditions without assigning any reason.

GENERAL MANAGER(S&M)

Dist:

- 1) CMD, SECL
- 2) D(M), CIL, Kolkata
- 3) DT(O), SECL
- 4) Dy. CSM(S&A), SECL, Kolkata
- 5) FM(S&M), SECL, Bilaspur
- 6) SECL Website
- 7) Notice Board