

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
DEPARTMENT OF TRADE AND TAXES  
(POLICY BRANCH)  
VYAPAR BHAWAN, I.P. ESTATE, NEW DELHI – 110 002**

No.F.6(59)/Policy-I/VAT/2008/289

Dated : 15/09/2008

**CIRCULAR NO. 3 OF 2008-09**

1. In order to streamline the release of Bank Guarantee of dealers whose Registration Certificate (RC) has been cancelled and in cases where the dealer intends to file fresh surety in lieu of the already furnished Bank Guarantee, it has now been decided that such cases may be submitted by the concerned ward authorities as per the note attached herewith for seeking the approval of the competent authority for release of Bank Guarantee.
2. All the Ward Authorities are, therefore, directed to process such cases accordingly.
3. This issues with the approval of Commissioner, Value Added Tax.

**(B.K. Jha)**

Value Added Tax Officer (Policy)

No.F.6(59)/Policy-I/VAT/2008/290-297

Dated : 15/09/2008

Copy for information and necessary action to :-

1. P.S. to Commissioner, Value Added Tax, Delhi.
2. All Additional Commissioners.
3. All Joint / Deputy Commissioners.
4. Dy. Commissioner (PR / Adv.) for necessary advertisement/publicity.
5. Manager (EDP), Department of Trade and Taxes, Delhi.
6. President, Value Added Tax/Sales Tax Bar Association.
7. Assistant Director (R&S), R&S Branch, Department of Trade and Taxes.
8. Guard File.

**(B.K. Jha)**

Value Added Tax Officer (Policy)

**Note for release of Bank Guarantee**

Sub : Release of Bank guarantee of M/s .....  
(TIN No. .... ) cancelled on .....

1. The above cited dealer has filed DVAT-13 for release of his bank guarantee as his Registration Certificate (RC) have been cancelled vide order No. .... dated .....
2. The dealer was registered on ..... After registration the dealer was duly verified by the VATI vide his report dated .....
3. The dealer has been filing returns continuously in the past and the details of his past 04 returns are as below:-

S. No.	Tax period	GTO		Tax deposited under		Refund claimed	Remarks (if any)
		Local Act	Central Act	Local Act	Central Act		

4. The dealer was also registered under the Central Act and he has submitted the proper utilization account for central forms. The figures in DVAT-51 as well as Form-2B tally with that of return and no discrepancy has been found.
5. It is certified that no dues (whether assessed or unassessed) are pending against the dealer.
6. (i) This dealer has not stood as surety for any other dealer.  
(ii) The dealer stood surety for  
(a) TIN No. ....  
(b) Ward No. ....  
(The concerned ward authority have been intimated about the cancellation of RC of the surety dealer)
7. No remand/appeal/objection/case is pending against the dealer.
8. In view of the above cited facts, Bank Guarantee of Rs. .... under Local Act and Rs. .... under Central Act may kindly be released and the approval of Commissioner (Trade & Taxes) is solicited accordingly.

Record Keeper

VATO – Ward

Joint Commissioner / Deputy Commissioner

Commissioner (Trade and Taxes)

Sub : Release of Bank guarantee of M/s .....  
(TIN No. .... ) in case the dealer filed surety.

1. The dealer was registered on ..... . After registration the dealer was duly verified by the VATI vide his report dated .....
2. The above cited dealer has filed DVAT-13 for release of his bank guarantee as he has furnished fresh surety in the form of Surety Bond executed by M/s ..... (TIN No. .... ) which have been verified and accepted by VATO Ward ..... in lieu of above mentioned Bank Guarantee / F.D.
3. The dealer has been filing returns continuously in the past and the details of his past 04 returns are as below:-

S. No.	Tax period	GTO		Tax deposited under		Refund claimed	Remarks (if any)
		Local Act	Central Act	Local Act	Central Act		

4. The dealer was also registered under the Central Act and he has submitted the proper utilization account for central forms. The figures in DVAT-51 as well as Form-2B tally with that of return and no discrepancy has been found.
5. It is certified that no dues (whether assessed or unassessed) are pending against the dealer.
6. In view of the above cited facts, Bank Guarantee of Rs. .... under Local Act and Rs. .... under Central Act may kindly be released and the approval of Commissioner (Trade & Taxes) is solicited accordingly.

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