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BHUTAN NATIONAL BANK LIMITED

Issue No.: 1.0

Issue Date: 20th May 2019

Revision

Date: 24th May 2022

NAME: APPLICATION FORM FOR BANK GUARANTEE(S) – NEW CUSTOMER

The Chief Executive Officer
Bhutan National Bank Limited
Thimphu.

I/We would like to request for **Bank Guarantee** for **Bid Security (EMD) / Performance Guarantee / Mobilization Advance / Release of Retention Money/ Security Deposit** amounting to Nu. _____ for a period of _____ Days/Months/Years with effect from _____ (dd/mm/yy) for the purpose of _____ (description of the work).

The above guarantee may be issued in favour of _____ (Name of the beneficiary) on behalf of _____ (Name of the construction company/Bidder).

Currently I operate the following business:

Sl.No	Business Name	License Number	Location	Nature of Business
1				
2				
3				

(A) PERSONAL DETAILS OF THE PROPRIETOR/PROPRIETRESS:

Name: _____ Age: _____

Date of Birth: Day Month Year

Sex: Male Female

Marital Status: Single Married I.D. Card No.(Old) _____
(New) _____

Mobile No: _____ Phone No: _____ Email Id: _____

Permanent Address: Village: _____ Gewog: _____ Dzongkhag _____
Thram No: _____ House No: _____

If Married; Name of Spouse: _____ Age: _____

Profession: _____ I.D Card No (New/Old) _____

Mobile No: _____ Phone No: _____

Permanent Address: Village: _____ Gewog: _____ Dzongkhag _____

(B) ACCOUNTS MAINTAINED WITH BNBL (if any):

Sl. No.	Account Type	Account Number
1	Savings Account	
2	Current Account/Overdraft Account	

(C) ADDRESS

a) Business Address: Post Box No: _____ City: _____ Country _____

Name of Business: _____

Tele No _____ Email Id _____

Mobile: _____

(D) SECURITY DETAILS:**a) Building:**

	Building I	Building II	Building III	Monthly Rental
Thram/Plot No.				
Plinth Area				
Value				
Place				
Dzongkhag				

b) Land:

Thram/Plot No. _____ Area _____ Value _____

Place: _____ Dzongkhag: _____

c) Orchard:

i) Thram/Plot No. _____ Dzongkhag _____

ii) No. of Non-Fruit Bearing Tress _____ Rate _____ Value _____

d) Vehicle:

Type: _____ Registration No.: _____ Year Mgd.: _____ Cost Price: _____

e) Share _____ Face value _____ Total value _____

(E) DETAILS OF EXISTING LOAN & BANK GUARNATEE WITH BNBL (IF ANY)

TYPE	LOAN ACCOUNT/BG NO	SECURITY/COLLATERAL

(F) LOAN DETAILS WITH OTHER FINANCIAL INSTITUTIONS:

LOANS WITH	LIMIT	OUTSTANDING	OVERDUES	DETAILS OF COLLATERAL
BOB				
BDFC				
T-BANK				
DPNB				
RICB				
BIL				
NPPF				

(G) DOCUMENT CHECK LIST (TICK ALL APPLICABLE)

1. Photocopy of I.D. Card	<input type="checkbox"/>
2. Latest Passport size photographs (2 nos.)	<input type="checkbox"/>
3. Ownership Certificate (not more than 3 months old)	<input type="checkbox"/>
4. Copy of Blue Book	<input type="checkbox"/>
5. Work Order	<input type="checkbox"/>
6. Copy of valid Insurance policy of the building/vehicle	<input type="checkbox"/>
7. Copy of Business License/CDB License	<input type="checkbox"/>
OTHER DOCUMENTS(IF APPLICABLE)	
1) Photocopy of I.D. Card of Guarantor(s)	<input type="checkbox"/>
2) Latest Passport size photographs of Guarantor(s) 2 nos	<input type="checkbox"/>

(H) DETAILS OF GUARANTOR (IF APPLICABLE)

Name: _____ Age: _____ ID Card No(New/Old) _____

Profession _____ Relation: _____

Contract address: _____ Telephone No: _____

Mobile no: _____ Email Id: _____

(I) CERTIFICATION

The undersigned certifies that, to the best of his or her knowledge and belief, all information contained in this application and in the accompanying statements and documents is true, complete, and correct. The undersigned agrees to notify the Bank immediately of any material changes in this information.

(J) CONSENT CLAUSE

The Parties hereunto in their respective capacities as hereinabove mentioned do hereby declare that all the information furnished herewith is correct to the best of my/our knowledge and ability and do hereby consent to disclose and share all or such information required by Bhutan National Bank Ltd. to do such acts, deeds or things that are deemed necessary to facilitate Credit Information Bureau to ascertain accuracy/correctness of information. The parties hereunto mentioned do hereby give consent to use my/our demographic and credit information by the Credit Information Bureau and other authorised agencies.

*In case of claim by the beneficiary, I/WE, hereby undertake to reimburse on your first demand the amount paid by BNBL to If I/We fail to reimburse, the claimed amount may be converted to short-term business loan at the prevailing interest rate and **the tenure approved by the Bank**. In the event of failure to liquidate the loan, I/We authorize BNBL to take over the properties mortgaged to the Bank in order to realize the amount payable by us.*

Date: _____

**AFFIX
LEGAL
STAMP
Nu:10**

AUTHORISED SIGNATORY & SEAL OF THE COMPANY

NAME _____

DESIGNATION _____

*Please note: You are required to bring the original copy of the all the documents for verification by the concerned Bank Officials.