



**Oil and Natural Gas Corporation Ltd
Corporate Materials Management**

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PMC Cell-MM

No: MAT/PMC/13(Misc)/2020 Dated: 02.04.2020
From : ED-Chief MM, Corp MM
To : To all Key Executives (through reports.ongc.co.in)

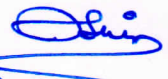
Sub: Extension of Performance Bank Guarantee submitted by vendors during Lockdown owing to COVID-19

In view of outbreak of COVID-19, nationwide lock down of 21 days has been imposed by Indian Government. The Banks have revised their working hours and continuing only essential operations with reduced manpower. In such situation, EC in its 20th Special meeting held on 26th March, 2020 desired that work centres should meticulously monitor the requisite validity of Performance Bank Guarantee submitted by Contractors/Suppliers against Contracts/ Purchase Orders. Wherever required, the work centres should seek suitable extension of the validity of Performance Bank Guarantee and also ensure that Performance Bank Guarantee extension is received well in time to keep ONGC's interest protected.

All key executives are requested to sensitize/instruct all tender processing Groups under their administrative control for compliance of above.

Matter may be accorded top priority.

This has approval of ED-Chief MM.


02.04.2020
(Ashotosh Tiwari)
CM(MM)-PMC

for ED-Chief MM

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