

**Annexure I**  
For office use only

The Regional Director,  
Reserve Bank of India,  
Public Accounts Department  
Fort,  
Mumbai - 400 001.

-----    Regn no.    -----
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Dear Sir,

**Tender for "---- percent Government Stock,---- " under OMO Auction to be held on -----.**

Pursuant to Reserve Bank of India press release ----- dated -----  
-----, I/we, the undersigned hereby offer for sale "----- percent  
Government Stock, ----", at the auction to be held by you on the  
captioned date as set out below:

- i) Name  
Constituents Name
  
- ii) Address
  
- iii) SGL Code, if any
  
- iv) Telephone No.
  
- v) Nominal value of the  
Government Stock  
Offered
  
- vi) Price per face value of Rs 100.00  
(expressed in Rupees up to two  
decimal points).
  
- vii) Place at which interest  
should be paid

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**Undertaking**

1. On your acceptance of my/our offer,
  - i) I/we agree/undertake to immediately collect the letter of acceptance from your office
  - ii) I/We authorise you to debit my/our SGL account maintained with Reserve Bank of India with the amount of securities.
  
2. I/We have read the terms and conditions of offer for the auction to be held on the captioned date and undertake to abide by them.
  
3. I/We have also submitted another offer(s)/not submitted any other offer(strike out which is not necessary) for the auction to be held on the captioned date.

Yours faithfully,

Dated :

Signature and  
Office Stamp of the Offer/s

\$\$ If the application is on behalf of a Constituent, indicate the name of the Constituent.

\*\* Strike off whichever is not applicable.

**P.T.O.**

## **Notes**

1. If the applicant's signature is by thumb mark, it should be witnessed by two persons. The full name, occupation and address of the witnesses should be appended to their signature.
2. If the application is made in the name of a registered body, the under noted documents, if not already registered at the Public Debt Office, should be submitted to the Public Debt Office along with the offered securities:
  - i) Certificate of Incorporation/Registration in original or a copy thereof certified as true by the Issuing authority under his official seal.
  - ii) Certified copies of Memorandum and Articles of Association or the rules and regulations/ Bye-Laws of the Company/body.
  - iii) Certified copy of resolution in favour of person/s authorised to deal in government securities on behalf of the company/body together with his/their duly attested specimen signature(s).

## **Terms and Conditions**

1. Government Stock will be purchased for a minimum amount of Rupees Ten Thousand (face value) and in multiples thereof.
2. Separate tender form should be completed for each offer.
3. Results of the auction would be displayed at Reserve Bank of India, Fort, Mumbai.
4. The Reserve Bank of India will have full discretion to accept or reject any or all offers either wholly or partially, if deemed fit, without assigning any reason.
5. Tenderer should check for himself the result of the auction and, if successful, collect the letter of acceptance of the tender from the Reserve Bank of India, Fort, Mumbai.
6. In the case of accepted tenders, the Government Stock would be purchased for the nominal amount applied for at the cut-off price emerging in the auction.
7. Payment shall be made by credit to current account maintained with Reserve Bank of India and the required amount shall be credited during banking hours on -----.
8. The Government Stock will be purchased to the parties by debit to their Subsidiary General Ledger Account maintained with Reserve Bank of India.