



IMPORTER

User Reference Manual

C-TEL INFOSYSYTEMS PVT. LTD Hyderabad, Telangana

LOGIN

• Open web browser and navigate to the URL provided



- Enter the login credentials of **Importer** Username and Password along with verification code and click on Login to get logon to the application
- Now the **Importer** is landing to the dashboard as shown below.

			Welcome: VASU BADISA (New Non Local Supplier)
Procurement			
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• User need to click on the Procurement icon

		Session Tir	ne Left : 59:38 🌲 Home VASU BADISA (New Non Local Supplier) E
Procurement -			
IMPORTER REQUESTS			Procurement / Importer Requests
		Start Date 🛗 17-Feb-2022	End Date 🛗 17-Feb-2022 Search
10 -			Search:
S.No A Import Permit Number Consignor Name	e Consignee Name Date Import Pe	ermit Status Sprit Type	Certificate File Certificate Remarks
No data available			
+ Indent			Previous Next
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• User need to click on +Indent to raise a request to the Distillery for procuring the Spirit

				Session Time Left :	59:14 🌲 Home	: VASU BADISA (New Non Loca	al Supplier) 🗗
Procurement ~							
IMPORTER REQUESTS	Indent For Sprit			×		Procurement / Impor	rter Requests
	Name of Consignee	VASU BADISA SPIRITS	Name of Consignor*	Select Consignor *	ind Date	17-Feb-2022	Search
10 -	Consignee State	Nagaland	Sprit Type*	Select Sprit *		Search:	
	Import Permit Issued	17-Feb-2022	Importer Permit Number*	Importer Permit Number	diferente File	Cartiferata	
S.No - Import Permit Number Con	Insert Descript Validity		Quantitat		tincate File	Certificate Re	emarks
No data available	Date*	17-Feb-2022	Quantity	Quantity			
+ Indent	Import Permit Issued By*	Importer Permit Issued B				Previou	s Next
	Import Permit *	Browse No filcted.	Remark*	Please enter remark			
			Can	cel Save			
			_				
Department Of Excise © 2021. All rights reserved	1	Assam Build Ve	ersion V9.1.1.12	c	esigned and Develope	ed By C-TEL Infosystems Pvt. Ltd.	

- User needs to fill all the details and click on Save button
- The indent is displayed with the status of Importer requested.

					Session Time Left	::59:56 🌲	Home VASU BADI:	5A (New Non La	cal Supplier) E
Procurement ~									
IMPORTER REQUESTS							Procur	ement / Imp	orter Requests
			Sta	rt Date 🛗 17-F	eb-2022	End Date	17-Feb-2022		Search
10 *							Searc	h:	
S.No A Import Permit Number	Consignor Name	Consignee Name	Date	Import Permit	Status	Sprit Type	Certificate File	Certificate	Remarks
1 IMPER2022021700001	BRAHMAPUTRA BIOCHEM PRIVATE LIMITED	VASU BADISA SPIRITS	17-Feb-2022 11:32:10 AM	View	Importer Requested	ENA			View
+ Indent								Previo	Next
Department Of Excise	© 2021. All rights reserved	Assam Bu	uild Version V9.1.1.12		Đ	esigned and Devel	oped By C-TEL Infosyst	terns Pvt. Ltd.	

• Now the request is to be scrutinized by Dealing Assistant for verification of Genuineness.

Procurement ~								
IMPORTER REQUESTS						Procure	ement / Impo	rter Requests
		Start Dat	te 🛗 17-F	Feb-2022	End Date 🛗	17-Feb-2022		Search
10 *						Search		
S.No * Import Permit Number Consignor Name	Consignee Name	Date	Import Permit	Status	Sprit Type	Certificate File	Certificate	Remarks
1 IMPER2022021700001 BRAHMAPUTRA BIOCHEM PRIVATE LIMITED	VASU BADISA SPIRITS	17-Feb-2022 11:32:10 AM	View	Forwarded to Head Quar	ters ENA	View	₽	View
+ Indent							Previou	is Next
-								

• After successful verification of Genuineness, the request status is displayed as Permit is Genuine as shown in next page

				Sessi	ion Time Left : 59:56	6 🌲 Hon	ne VASU BADIS	A (New Non Loca	al Supplier) [
Procurement ~									
IMPORTER REQUESTS							Procure	ement / Impor	rter Request
			Start Date	17-Feb-2022	En	ıd Date 🔛	17-Feb-2022		Search
10 *							Search	a:	
S.No Import Permit Number	Consignor Name	Consignee Name	Date	Import Permit	Status	Sprit Type	Certificate File	Certificate	Remarks
1 IMPER2022021700001	BRAHMAPUTRA BIOCHEM PRIVATE LIMITED	VASU BADISA SPIRITS	17-Feb-2022 11:32:10 AM	View	Permit is Genuine	ENA	View	Ð	View
+ Indent								Previou	is Next
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• After genuineness of the Permit requested the Spirit Manufacture applies for Export Permit and performs the dispatch of Spirit from the Distillery.