

# PARA-MILITARY LOCAL PERMIT & PASS ISSUANCE

**User Manual** 



OCTOBER 29, 2021 C-TEL INFOSYSYTEMS PVT. LTD Hyderabad, Telangana

#### PARA-MILITARY Local Permit & Pass Issuance:

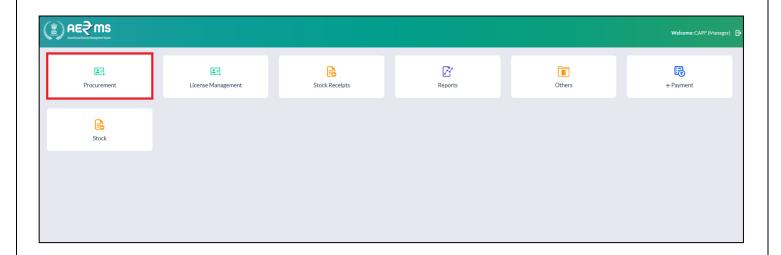
• Users are required to enter the URLhttps://stateexcise.assam.gov.inon the browser(Internet Explorer 8.0, Chrome 80, Firefox 72, etc.)

# Apply for New Indent:

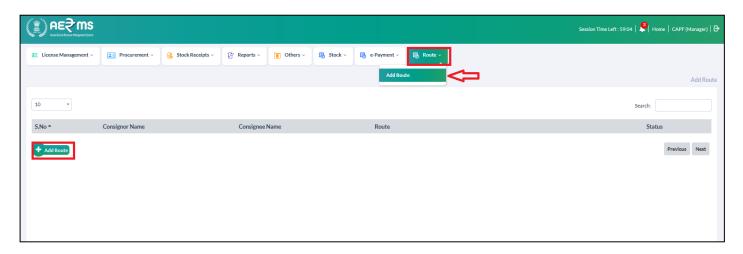
• Users are required to enter Login Id & Password & click on the 'Login'.



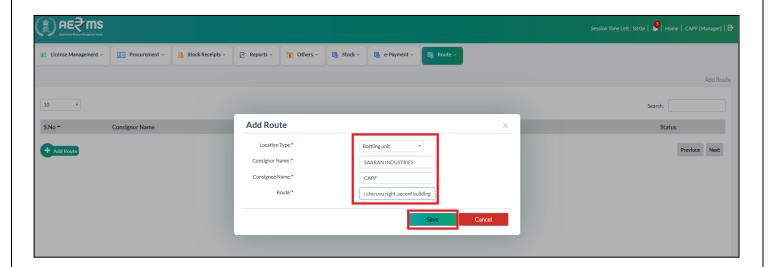
• Click on **Procurement** Tab.



• Go on **Route**, click on **Add Route** then a page open as below.

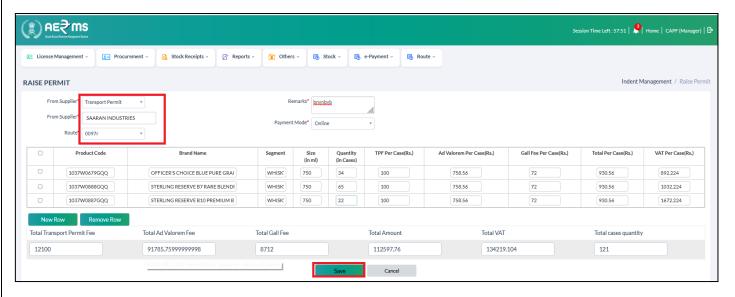


• Then in Add Route popup fill the required details and click on save.



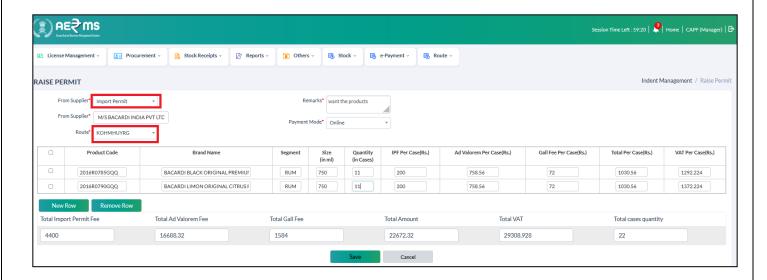
# Apply for local Indent:

• Click on **Procurement** Tab. After clicking on +**Indent for Permit**, then a page appear as below. Select **Transport Permit** for local brands and their Quantities. Click on the 'Save' button

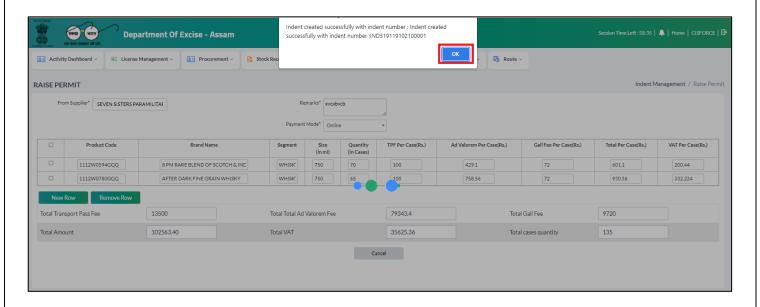


# Apply for Import Indent:

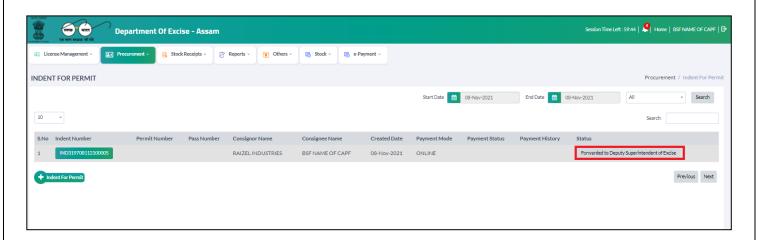
• After clicking on +Indent for Permit, then a page appears as below. Select Import Permit for importing brands and their Quantities. Click on the 'Save' button



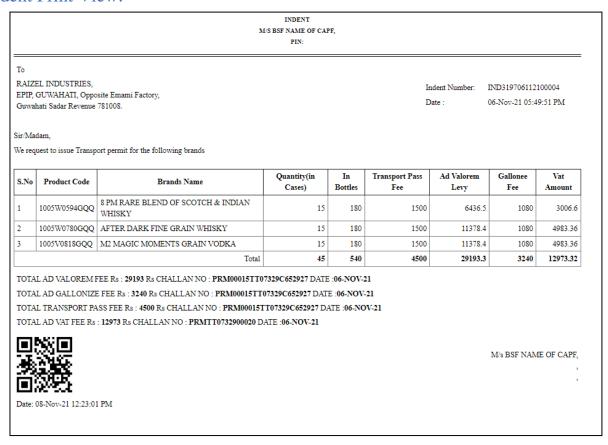
• After saving the indent will get an Alert message with the indent number. Click on the 'ok' button.



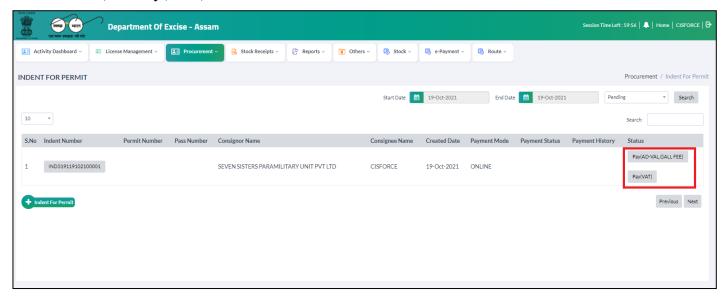
• The Indent number is forwarded to the respective SOE or DSOE for payment approval.



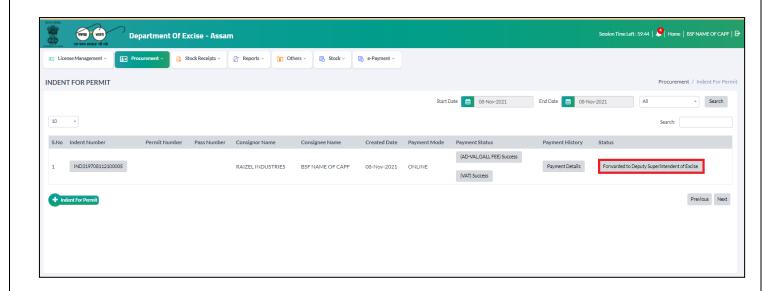
#### **Indent Print View:**



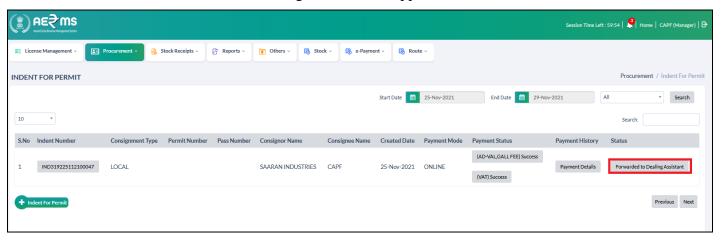
After SOE or DSOE approval, user gets the payments option. Click on Pay (AD-VAL, GALL FEE) and Pay(VAT).



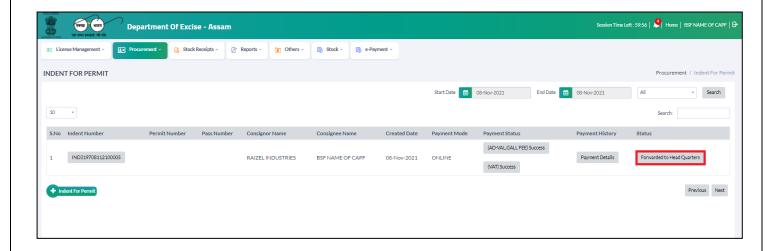
• After successful payment, the indent is forwarded to SOE or DSOE for approval.



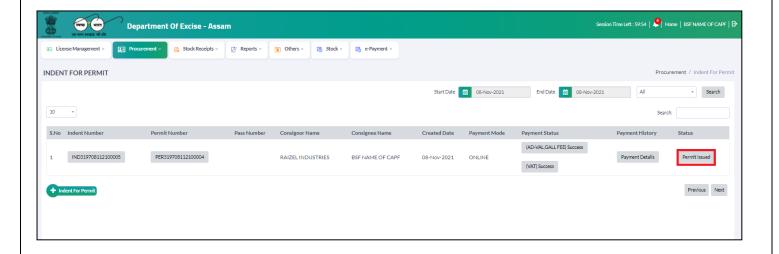
• Then indent is forwarded to Dealing Assistant for approval.



• Then indent is forwarded to Head Quarters for approval.



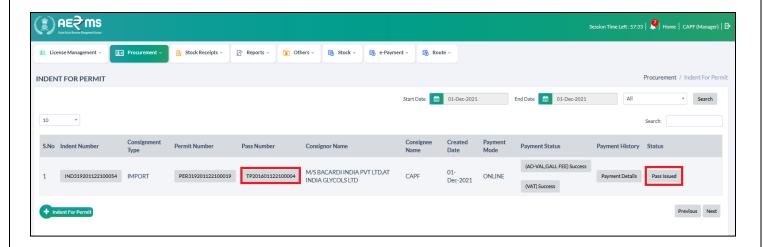
• After Head Quarter's approval, the **Permit is issued**.



### Permit Print View:



• Once the consignor initiates the shipment and generates Pass Number.



#### Pass Print View:



# GOVERNMENT OF ASSAM OFFICE OF THE COMMISSIONER OF EXCISE ::ASSAM::GUWAHATHI

#### TRANSPORT PASS

Pass Number TP100506112100239 Issue Date 06-Nov-2021 06:03:45 PM Pass Valid Upto 30-Nov-2021 11:59:59 PM Ref. Permit Number PER319706112100003 06-Nov-2021 05:56:08 PM Permit Date Permit Valid Upto 04-Jan-2022 11:59:59 PM BSF NAME OF CAPF Name & Address of the Consignee

C/O

RAIZEL INDUSTRIES C/O EPIP, GUWAHATI, Opposite Emami Factory Name & Address of the Consignor

FG09J2340 Vehicle Number Vehicle Type kjkjjlj License Number/Aadhaar Number NMVN535465 District Name Kamrup Transporter Name bbjng Invoice No mm17978 06-Nov-2021 Endorsed Name Mrs. Hiran Medhi 06-Nov-2021 06:03:45 PM Endorsed Date

S.No.	Braud Name	Size	Category	Batch Number	Strength	In Cases	In Bottles	Bulk Liters	Ad Valorem Levy(R1)	Transport Permit Fee(Rs)	Gallonage Fee	VAT Amount(R1)
1	S PM RARE BLEND OF SCOTCH & INDIAN WHISKY	750 X 12	WHISKY	fgdfg67878	75	15	180	135	643.6.5	1500	1080	3006.6
2	AFTER DARK FINE GRAIN WHISKY	750 X 12	WHISKY	fgdfg67878	75	15	180	135	11378.4	1500	1050	4983.36
3	M2 MAGIC MOMENTS GRAIN VODKA	750 X 12	VODKA	fgdfg67878	75	15	180	135	11378.4	1500	1080	4983.36
Total						45	540	405	29193.3	4500	3240	12973.32

TOTAL AD VALOREM LEVY Rs. 29193.3 CHALLAN NUMBER 02003942021110624652 DATE: 06-Nov-2021 TOTAL GALLONAGE AMOUNT Rs. 3240 CHALLAN NUMBER 02003942021110624652 DATE :06-Nov-2021 TOTAL TRANSPORT PASS FEE Rs. 4500 CHALLAN NUMBER 02003942021110624652 DATE :06-Nov-2021 TOTAL VAT AMOUNT Rs. 12973 CHALLAN NUMBER 18202111061749450477 DATE: 06-Nov-2021

#### DELIVERED & CANCELLED

Officer I/C: Mrs. Hiran Medhi

- 1 Loading of product against on permit is not allowed in more than one vehicle.
- 2 Transhipment en route not allowed unless authorized by the Excise Authority. 3 Consignee copy must be duly endorsed Online by the Officer in charge.

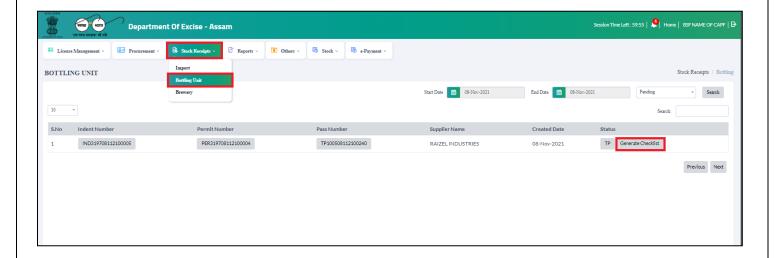


Mrs. Hiran Medhi , Officer, EPIP, GUWAHATI, Opposite Emami Factory.

09-Nov-2021 01:39:03 PM

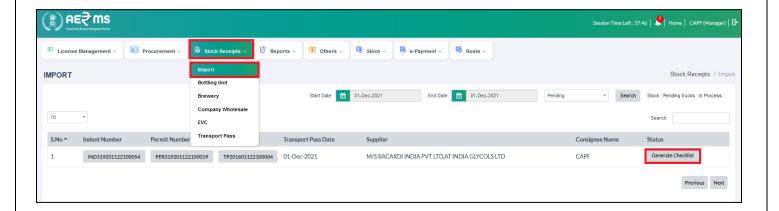
# Transports pass EVC Process:

- After Pass Number is generated, click on the Stock Receipts tab, click on the Bottling Unit option.
- Click on **Generate Checklist** button.

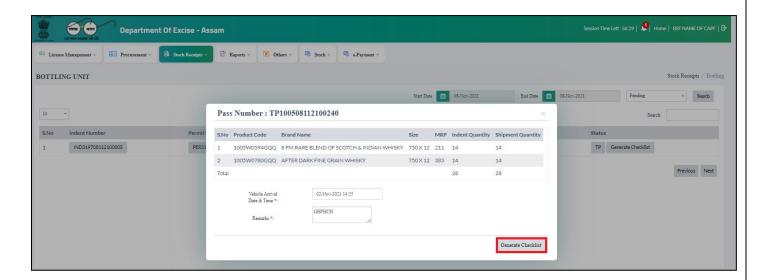


# Imports pass EVC Process:

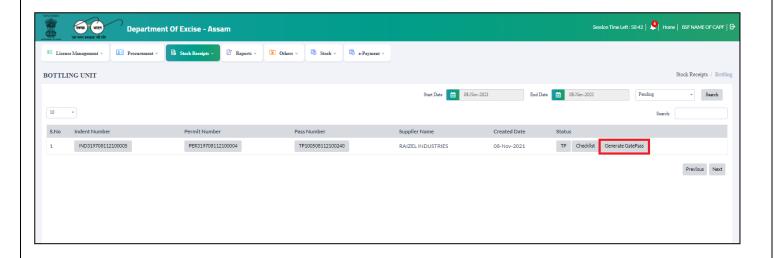
- After Pass Number is generated, click on the Stock Receipts tab, click on the Import option.
- Click on Generate Checklist button.



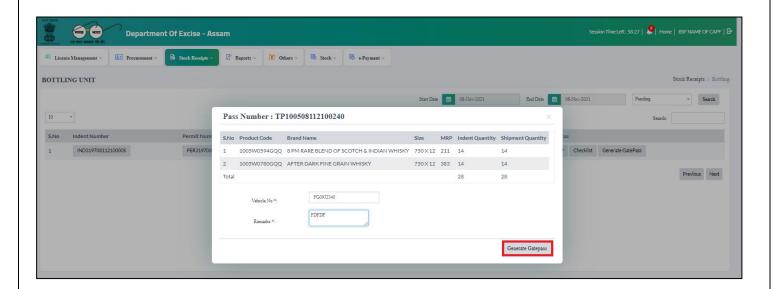
• Then fill the details and Click on **Generate Checklist** button.



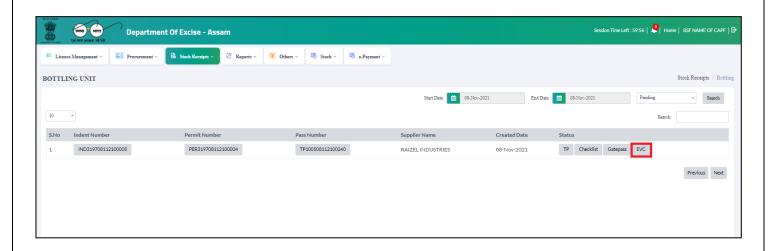
• Click on Generate GatePass button.



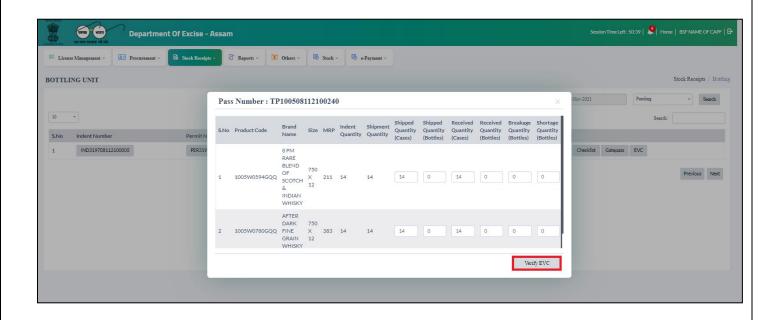
• Then fill the details and Click on **Generate GatePass** button.



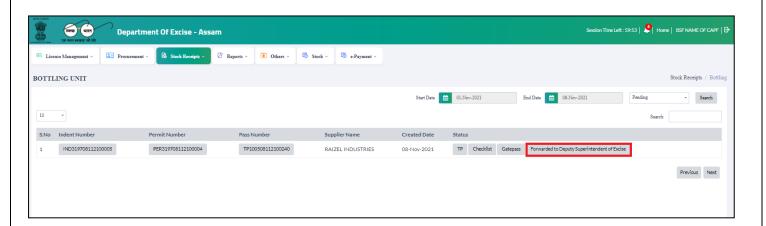
• Click on the **EVC** button.



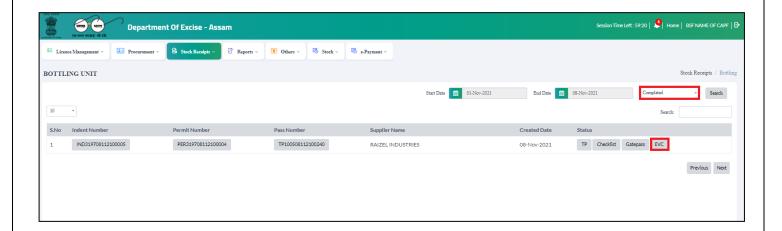
• Fill in the required details, and then click on the **Verify EVC** option.



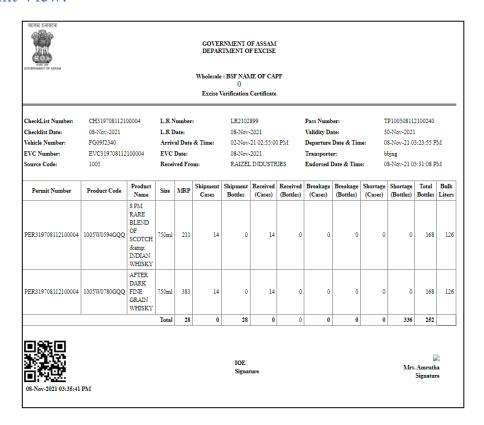
• Then the EVC is forwarded to the respective SOE or DSOE for approval.



- Once approved from the SOE or DSOE.
- Go to completed option to find the completed EVC details.



#### **EVC Print View:**



• The Total Received Stocks are displayed in the **Stock** tab, click on the **Stock** option

