



AERMS
Assam Excise Revenue Management System

URC LOCAL/IMPORT LICENSE

[User Reference Manual](#)

URC Local/Import License Registration

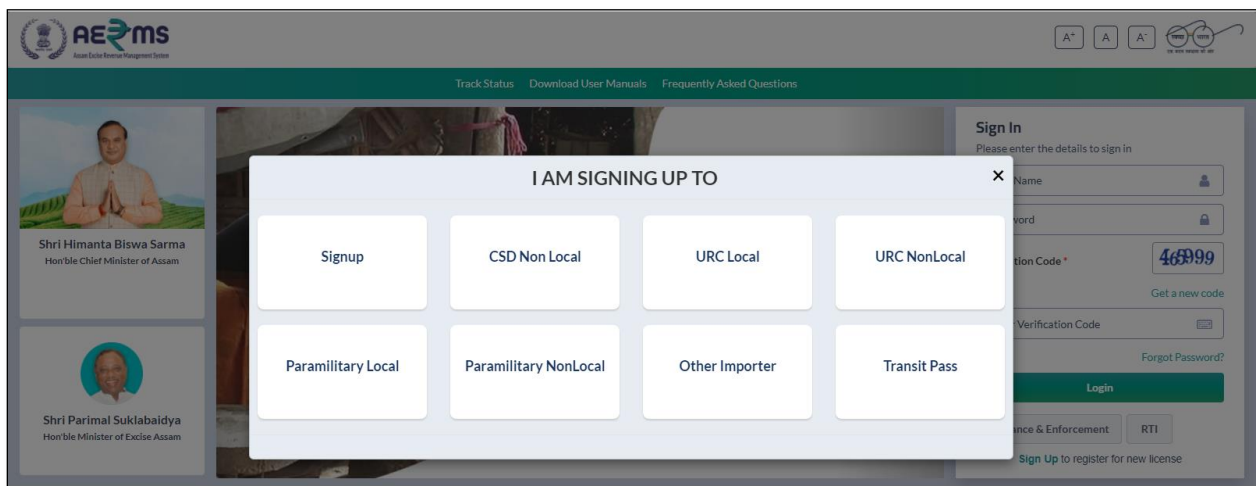
- Users are required to enter the URL <https://stateexcise.assam.gov.in> on the browser(Internet Explorer 8.0, Chrome 80, Firefox 72,etc.)

Sign Up to get a User ID:

- To get a license, the user needs to Click on the **Sign Up**.



- To get a license registration user has to click on the URC Local & URC Nonlocal tabs.



- User is required to fill in the details which are required to sign up & click on the ‘Save’ button.
- After Clicking on the save button, the User will receive the OTP to the registered mobile number.

AERMS
Assam Excise Revenue Management System

स्वच्छ भारत
एक काम स्वच्छता की ओर

URC SIGN UP

URC Name:* URC CANTEEN

Email Address:* urc@gmail.com

Mobile Number:* 7842827738

PAN: AUFPG1234Q

TIN:* TIN

Amtron User ID:* 852369475

Upload MCT License Copy:* Form D-20A.pdf

Select CSD:* CSD BONDED WAREHOUSE NARANGI

Select State:* Assam

Select District:* Kamrup Metropolitan

Select Sub-Division:* Guwahati-Kamrup Metropolitan(KAM-KAMRUP...

User Name:* URC@CANTEEN

Password:*

Confirm Password:*

Upload PAN Copy: Form D-20A.pdf

- Users are required to enter the OTP & Click on the ‘Save OTP’ Button.

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स्वच्छ भारत
एक काम स्वच्छता की ओर

URC SIGN UP

URC Name:* URC CANTEEN

Email Address:* urc@gmail.com

Mobile Number:* 7842827700

PAN: AUFPG1234Q

TIN:* 18720106545

Amtron User ID:* 852369475

Upload MCT License Copy:* Form D-20A.pdf

Select CSD:* CSD BONDED WAREHOUSE NARANGI

Select State:* Assam

Select District:* Kamrup Metropolitan

Select Sub-Division:* Guwahati-Kamrup Metropolitan(KAM-KAMRUP...

User Name:* URC@CANTEEN

Password:*

Confirm Password:*

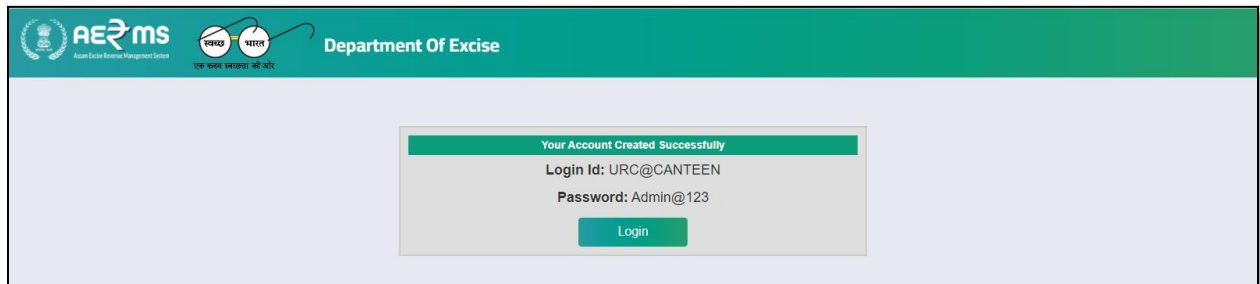
Upload PAN Copy: Form D-20A.pdf

One Time Password

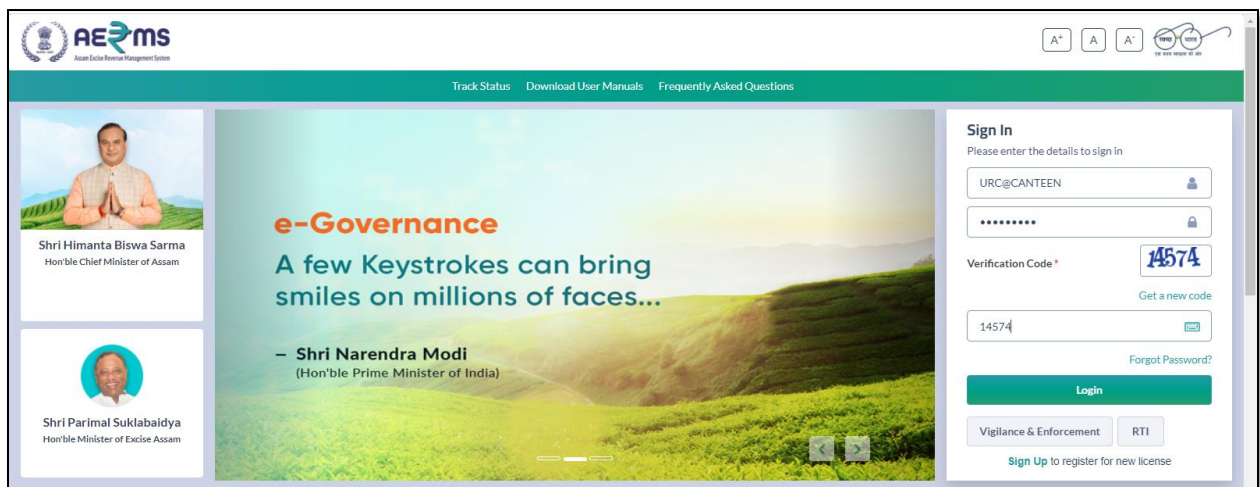
Enter One Time Password

Time left: 34 seconds

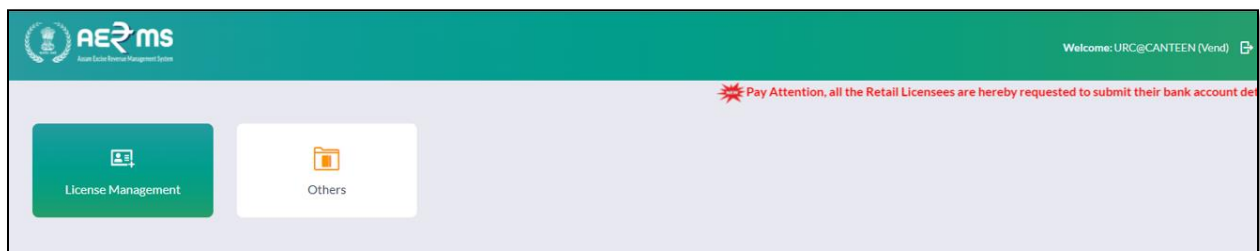
- User will receive the Unique Login Id & Password after successfully Registration
- Click on ‘**Login**’ to redirect to the Login page.



- Users are required to enter Login Id & Password & click on the ‘**Login**’ button to log in



- Users are required to click on License Management Tab



- Then you will see a page where License status is **Submitted** to the concern SOE.

The screenshot shows the AERMS web application interface. At the top, there is a green header with the AERMS logo and session information: "Session Time Left : 59:53 | Home | URC@CANTEEN (Vend) |". Below the header, there are navigation tabs: "License Management" (selected) and "Others". The main content area is titled "NEW LICENSE" and includes a breadcrumb "License Registration / New License". There are date filters for "Start Date" and "End Date", both set to "16-Feb-2022", and a search bar. A dropdown menu shows "10" items. Below this is a table with the following data:

S. No	Reference Id	Business Name	Applicant Type	Application Type	License Type	License Category	License Code	Status	Created Date & Time	Submitted Date & Time	Assigned To	Download
1	URC@CANTEEN	URC CANTEEN	Government Entity	Fresh Issuance of License	Retail Sale	URC	URC	Submitted	16-Feb-2022 05:52 PM	16-Feb-2022 05:52 PM	Smt. Manabi Das (Excise Superintendent)	[Download]

At the bottom right, there are "Previous" and "Next" navigation buttons.

- After the approval, the License details will move to **Approved License**.

The screenshot shows the AERMS web application interface. The top header is the same as the previous screenshot. The navigation tabs now include "License Management" (selected), "Procurement", "Reports", "Others", "Stock", and "e-Wallet". The main content area is still titled "NEW LICENSE" with the breadcrumb "License Registration / New License". The date filters and search bar are present. The dropdown menu shows "10" items. Below this is a table with the following data:

S. No	Reference Id	Business Name	Applicant Type	Application Type	License Type	License Category	License Code	Status	Created Date & Time	Submitted Date & Time	Assigned To	Download
No data available												

At the bottom right, there are "Previous" and "Next" navigation buttons.

- And the License status changes to **Approved**.

The screenshot shows the AERMS web application interface. The top header is the same as the previous screenshots. The navigation tabs include "License Management" (selected), "Procurement", "Reports", "Others", "Stock", and "e-Wallet". The main content area is titled "APPROVED LICENSE" and includes a breadcrumb "License Registration / Approved License". The date filters and search bar are present. The dropdown menu shows "10" items. Below this is a table with the following data:

S. No	Reference Id	Business Name	Applicant Type	Application Type	License Type	License Category	District	Status	Created Date & Time	License Number	Download	Current Status	Action	Remarks
1	URC@CANTEEN	URC CANTEEN	Government Entity	Fresh Issuance of License	Retail Sale	URC	URC	Kamrup Metropolitan	Approved	16-Feb-2022 05:52 PM	0URCCC0441022	[Download]	Active	[View]

At the bottom right, there are "Previous" and "Next" navigation buttons.



APPROVED LICENSE

License Registration / Approved License

Start Date: 16-Feb-2022 | End Date: 16-Feb-2022 | Search

10

Search:

S. No	Reference Id	Business Name	Applicant Type	Application Type	License Type	License Category	License Code	District	Status	Created Date & Time	License Number	Download	Current Status	Action	Remarks
1	URC@CANTEEN	URC CANTEEN	Government Entity	Fresh Issuance of License	Retail Sale	URC	URC	Kamrup Metropolitan	Approved	16-Feb-2022 05:52 PM	0URCC0441022	 	Active	View	

Previous | Next



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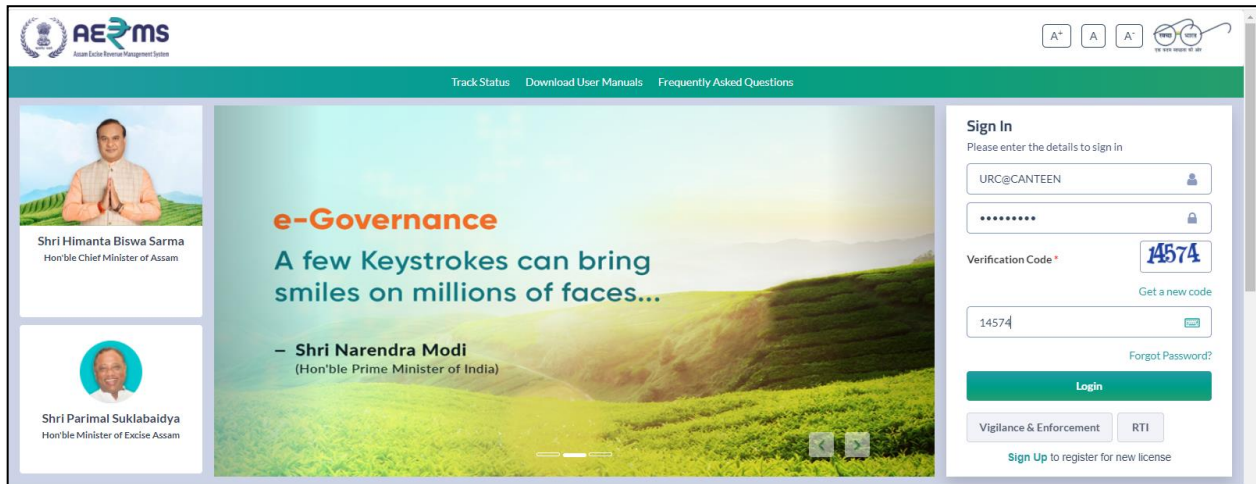
**URC LOCAL/IMPORT PERMIT&PASS
ISSUANCE**
[User Reference Manual](#)

URC Local/Import Permit & Pass Issuance:

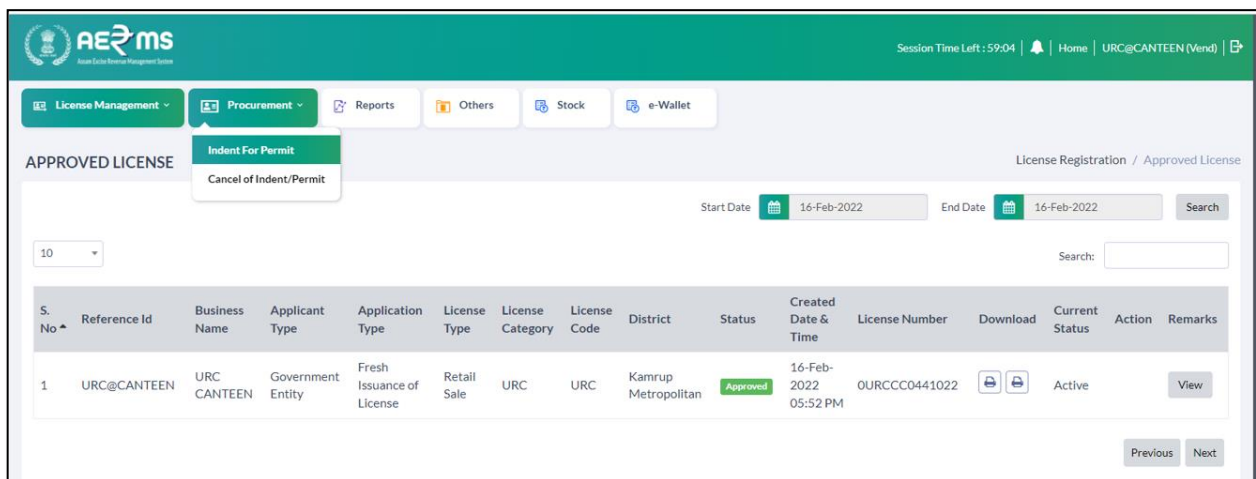
- Users are required to enter the URL <https://stateexcise.assam.gov.in> on the browser (Internet Explorer 8.0, Chrome 80, Firefox 72, etc.)

Apply for New Indent:

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



- To raise an Indent user has to go on **Procurement** Tab and then click on the **Indent for Permit** button.



- Click on **+Indent for Permit.**

AEEMS
Assam Excise Revenue Management System

Session Time Left: 59:50 | Home | URC@CANTEEN (Vend)

License Management | Procurement | Reports | Others | Stock | e-Wallet

INDENT FOR PERMIT | Procurement / Indent For Permit

Start Date: 16-Feb-2022 | End Date: 16-Feb-2022 | Pending | Search

10 | Search: []

S.No	Indent Number	Permit Number	Pass Number	Supplier Name	URCC Name	Created Date	Payment Mode	Payment Status	Payment History	Status	Remarks
No data available											

+ Indent For Permit | Previous | Next

- Then a page appears as below select the required Brands and its Quantities. Click on the **'Save'** button.

AEEMS
Assam Excise Revenue Management System

Session Time Left: 57:47 | Home | URC@CANTEEN (Vend)

License Management | Procurement | Reports | Others | Stock | e-Wallet

RAISE PERMIT | Indent Management / Raise Permit

CSD* CSD BONDED WAREHOUSE NARANGI

<input type="checkbox"/>	Product Code	Brand Name	Size (in ml)	Quantity (in Cases)	Ad Valorem Per Case (Rs.)	Gall Fee Per Case (Rs.)	Total Per Case (Rs.)	VAT Per Case (Rs.)
<input type="checkbox"/>	W0913PQQ	OFFICER'S CHOICE PRESTIGE WHISK	750	10	357.94	72	429.94	171.976
<input type="checkbox"/>	B0007CAP	BUDWEISER PREMIUM KING OF BEE	500	10	96	39	135	54
<input type="checkbox"/>	R0790GQQ	BACARDI LIMON ORIGINAL CITRUS F	750	10	758.56	72	830.56	0

New Row | Remove Row

Total Quantity: 30 | Total Ad Valorem: 12125 | Total Gall Fee: 1830 | Total VAT: 2259.76 | Total Amount: 13954.999999999998

Save | Cancel

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

183.82.106.234 says
Indent created successfully with indent number :IND1414316022200001

OK

RAISE PERMIT | Indent Management / Raise Permit

CSD* CSD BONDED WAREHOUSE NARANGI

<input type="checkbox"/>	Product Code	Brand Name	Size (in ml)	Quantity (in Cases)	Ad Valorem Per Case (Rs.)	Gall Fee Per Case (Rs.)	Total Per Case (Rs.)	VAT Per Case (Rs.)
<input type="checkbox"/>	W0913PQQ	OFFICER'S CHOICE PRESTIGE WHISK	750	10	357.94	72	429.94	171.976
<input type="checkbox"/>	B0007CAP	BUDWEISER PREMIUM KING OF BEE	500	10	96	39	135	54
<input type="checkbox"/>	R0790GQQ	BACARDI LIMON ORIGINAL CITRUS F	750	10	758.56	72	830.56	0

New Row | Remove Row

Total Quantity: 30 | Total Ad Valorem: 12125 | Total Gall Fee: 1830 | Total VAT: 2259.76 | Total Amount: 13954.999999999998

Cancel

- The Indent number is forwarded to the respective SOE for payment approval.

Session Time Left : 59:37 | Home | URC@CANTEEN (Vend)

License Management Procurement Reports Others Stock e-Wallet

INDENT FOR PERMIT Procurement / Indent For Permit

Start Date 16-Feb-2022 End Date 16-Feb-2022 Pending Search

10 Search:

S.No	Indent Number	Permit Number	Pass Number	Supplier Name	URC Name	Created Date	Payment Mode	Payment Status	Payment History	Status	Remarks
1	IND1414316022200001			CSD BONDED WAREHOUSE NARANGI	URC@CANTEEN	16-FEB-22 06.12.16 PM	ONLINE	(AD-VAL,GALL FEE) (VAT)	Payment Details	Forwarded for Payment Approval (SOE)	View

+ Indent For Permit Previous Next

URC Local Payment Process:

- After SOE approval, a user gets the payments option.

Session Time Left : 59:44 | Home | URC@CANTEEN (Vend)

License Management Procurement Reports Others Stock e-Wallet

INDENT FOR PERMIT Procurement / Indent For Permit

Start Date 16-Feb-2022 End Date 16-Feb-2022 Pending Search

10 Search:

S.No	Indent Number	Permit Number	Pass Number	Supplier Name	URC Name	Created Date	Payment Mode	Payment Status	Payment History	Status	Remarks
1	IND1414316022200001			CSD BONDED WAREHOUSE NARANGI	URC@CANTEEN	16-FEB-22 06.12.16 PM	ONLINE	(AD-VAL,GALL FEE) (VAT)	Payment Details	Pay(AD-VAL,GALL FEE) Pay(VAT)	View

+ Indent For Permit Previous Next

URC Nonlocal Payment Process:

- After SOE approval, a user gets the **Add Challan** button. Click on **Add challan**

Session Time Left : 59:38 | Home | URC@NONLOCAL (Vend)

License Management Procurement Reports Others Stock

INDENT FOR PERMIT Procurement / Indent For Permit

Start Date 18-Feb-2022 End Date 18-Feb-2022 Pending Search

10 Search:

S.No	Indent Number	Permit Number	Pass Number	Supplier Name	URC Name	Created Date	Payment Mode	Payment Status	Payment History	Status	Remarks
1	IND1414518022200001			CSD BONDED WAREHOUSE NARANGI	URC@NONLOCAL	18-FEB-22 11.03.25 AM	OFFLINE	NA	Payment Details	Add Challan	View

+ Indent For Permit Previous Next

- After clicking, a pop-up opens as below, user needs to upload the details and click on **Submit**.

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Session Time Left : 59:52 | Home | URC@NONLOCAL (Vend) |

License Management | Procurement | Reports | Others | Stock

INDENT FOR PERMIT Procurement / Indent For Permit

Add Challan

Challan Number*

Challan Date*

Challan Copy* No file chosen

Import Permit Copy* No file chosen

Challan Amount*

Submit

- After payment is done indent will be forwarded to SOE for approval.

AE²MS
Assam Excise Revenue Management System

Session Time Left : 59:24 | Home | URC@CANTEEN (Vend) |

License Management | Procurement | Reports | Others | Stock | e-Wallet

INDENT FOR PERMIT Procurement / Indent For Permit

Start Date End Date Pending Search

10 Search:

S.No	Indent Number	Permit Number	Pass Number	Supplier Name	URC Name	Created Date	Payment Mode	Payment Status	Payment History	Status	Remarks
1	IND1414316022200001			CSD BONDED WAREHOUSE NARANGI	URC@CANTEEN	16-FEB-22 06.12.16 PM	ONLINE	(AD-VAL,GALL FEE)Success (VAT)Success	Payment Details	Forwarded to Superintendent of Excise	View

+ Indent For Permit Previous Next

- After Respective SOE approves, **Permit is Issued** and you will get a Permit Number

AE²MS
Assam Excise Revenue Management System

Session Time Left : 59:47 | Home | URC@CANTEEN (Vend) |

License Management | Procurement | Reports | Others | Stock | e-Wallet

INDENT FOR PERMIT Procurement / Indent For Permit

Start Date End Date Pending Search

10 Search:

S.No	Indent Number	Permit Number	Pass Number	Supplier Name	URC Name	Created Date	Payment Mode	Payment Status	Payment History	Status	Remarks
1	IND1414316022200001	PER1414316022200001		CSD BONDED WAREHOUSE NARANGI	URC@CANTEEN	16-FEB-22 06.12.16 PM	ONLINE	(AD-VAL,GALL FEE)Success (VAT)Success	Payment Details	Permit Issued	View

+ Indent For Permit Previous Next

- Then permit is forwarded to CSD and Forwarded to IOE for Endorse

The screenshot shows the AERMS web application interface. At the top, there is a navigation bar with the AERMS logo and session information. Below the navigation bar, there are several menu items: License Management, Procurement, Reports, Others, Stock, and e-Wallet. The main content area is titled 'INDENT FOR PERMIT' and includes search filters for Start Date (16-Feb-2022), End Date (16-Feb-2022), and a dropdown menu set to 'Pending'. A table lists the permit details:

S.No	Indent Number	Permit Number	Pass Number	Supplier Name	URC Name	Created Date	Payment Mode	Payment Status	Payment History	Status	Remarks
1	IND1414316022200001	PER1414316022200001		CSD BONDED WAREHOUSE NARANGI	URC@CANTEEN	16-FEB-22 06.12.16 PM	ONLINE	(AD-VAL,GALL,FEE)Success (VAT)Success	Payment Details	Forwarded to IOE for Endorse	View

At the bottom of the table, there is a '+ Indent For Permit' button and 'Previous' and 'Next' navigation buttons.

- After Endorse by IOE, Stock is skipped from CSD and you will get a **Pass Number**

The screenshot shows the AERMS web application interface. The main content area is titled 'INDENT FOR PERMIT' and includes search filters for Start Date (16-Feb-2022), End Date (16-Feb-2022), and a dropdown menu set to 'Pending'. A table lists the permit details:

S.No	Indent Number	Permit Number	Pass Number	Supplier Name	URC Name	Created Date	Payment Mode	Payment Status	Payment History	Status	Remarks
1	IND1414316022200001	PER1414316022200001	TP316016022200139	CSD BONDED WAREHOUSE NARANGI	URC@CANTEEN	16-FEB-22 06.12.16 PM	ONLINE	(AD-VAL,GALL,FEE)Success (VAT)Success	Payment Details	Receive Stock	View

At the bottom of the table, there is a '+ Indent For Permit' button and 'Previous' and 'Next' navigation buttons.

- Once the user receives the shock, then click on **Receive Stock** button

The screenshot shows the AERMS web application interface. The main content area is titled 'INDENT FOR PERMIT' and includes search filters for Start Date (16-Feb-2022), End Date (16-Feb-2022), and a dropdown menu set to 'Pending'. A table lists the permit details:

S.No	Indent Number	Permit Number	Pass Number	Supplier Name	URC Name	Created Date	Payment Mode	Payment Status	Payment History	Status	Remarks
1	IND1414316022200001	PER1414316022200001	TP316016022200139	CSD BONDED WAREHOUSE NARANGI	URC@CANTEEN	16-FEB-22 06.12.16 PM	ONLINE	(AD-VAL,GALL,FEE)Success (VAT)Success	Payment Details	Receive Stock	View

At the bottom of the table, there is a '+ Indent For Permit' button and 'Previous' and 'Next' navigation buttons.

- Then Click on **Receive Stock** button again

Start Date: 16-Feb-2022

End Date: [X]

Stock Receive

Sl.No	Product	Product Name	Size(ML x UPC)	Indent Quantity
1	W0913PQQ	OFFICER'S CHOICE PRESTIGE WHISKY	750 X 12	10
2	B0007CAP	BUDWEISER PREMIUM KING OF BEERS	500 X 24	10
3	R0790GQQ	BACARDI LIMON ORIGINAL CITRUS RUM	750 X 12	10
Total				30

[Receive Stock](#)

- After the user receives stock successfully the status shows as **Stock Received**.

Session Time Left: 59:52 | Home | URC@CANTEEN (Vend) | [X]

License Management | Procurement | Reports | Others | **Stock** | e-Wallet

INDENT FOR PERMIT

Start Date: 01-Jan-2022 | End Date: 17-Feb-2022 | All | Search

10 | Search: []

S.No	Indent Number	Permit Number	Pass Number	Supplier Name	URC Name	Created Date	Payment Mode	Payment Status	Payment History	Status	Remarks
1	IND1414316022200001	PER1414316022200001	TP316016022200139	CSD BONDED WAREHOUSE NARANGI	URC@CANTEEN	16-JAN-22 06.12.16 PM	ONLINE	(AD-VALGALL FEE) (VAT)	Payment Details	Stock Received	View

[+ Indent For Permit](#) | Previous | Next

- Users will find Received stock in **Stock** tab.

Session Time Left: 59:27 | Home | URC@CANTEEN (Vend) | [X]

License Management | Procurement | Reports | Others | **Stock** | e-Wallet

STOCK

Start Date: 16-Feb-2022 | End Date: 16-Feb-2022 | Search | []

10 | Search: []

S.No	Date	Brand Name	Product Code	Brand Code	Size(ml) /Units Per Case	Pack Type	Segment	Opening Cases	Opening Bottles	Stock In Cases	Stock In Bottles	Stock Out Cases	Stock Out Bottles	Closing Cases	Closing Bottles
1	16-Feb-2022	BUDWEISER PREMIUM KING OF BEERS	B0007CAP	0007	500/24	Can	BEER	0	0	10	240	0	0	10	240
2	16-Feb-2022	BACARDI LIMON ORIGINAL CITRUS RUM	R0790GQQ	0790	750/12	Glass	RUM	0	0	10	120	0	0	10	120
3	16-Feb-2022	OFFICER'S CHOICE PRESTIGE WHISKY	W0913PQQ	0913	750/12	Pet Bottle	WHISKY	0	0	10	120	0	0	10	120



AERMS
Assam Excise Revenue Management System

URC LOCAL/IMPORT CANCELLATION OF INDENT/PERMIT

[User Reference Manual](#)

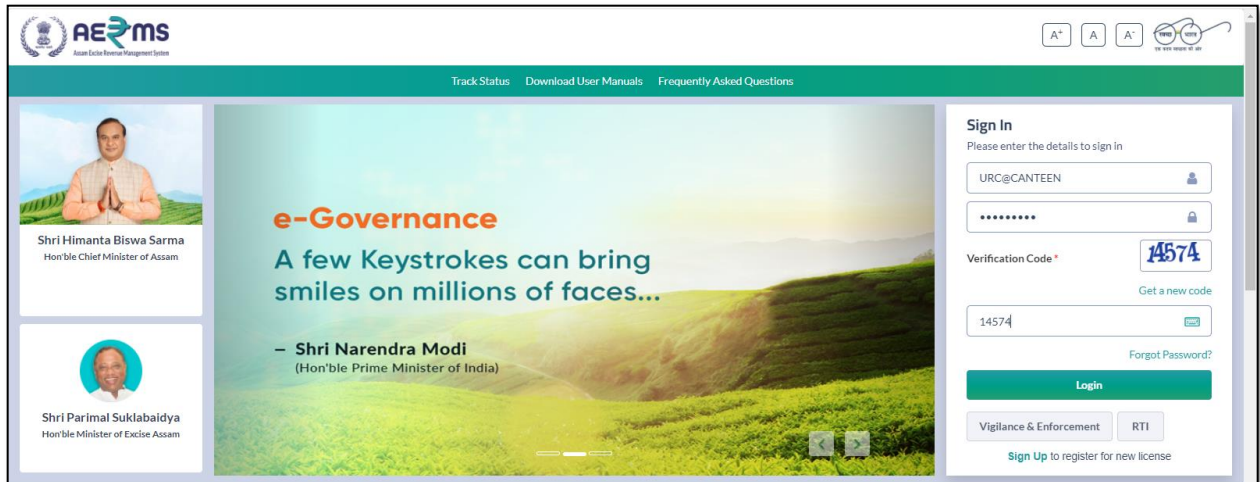
C-TEL INFOSYSYSTEMS PVT. LTD
Hyderabad, Telangana

URC Local/Import Cancellation of Indent/Permit:

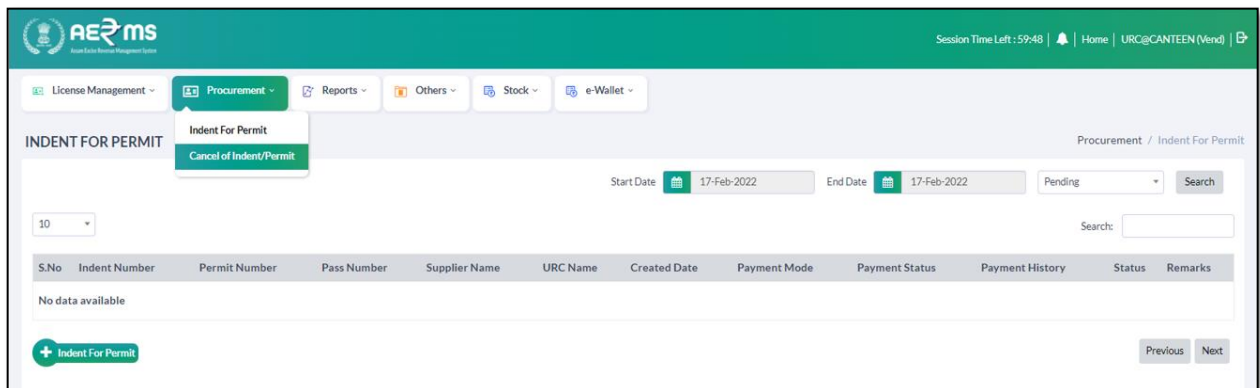
- Users are required to enter the URL <https://stateexcise.assam.gov.in> on the browser(Internet Explorer 8.0, Chrome 80, Firefox 72, etc.)

Cancellation of Indent/Permit:

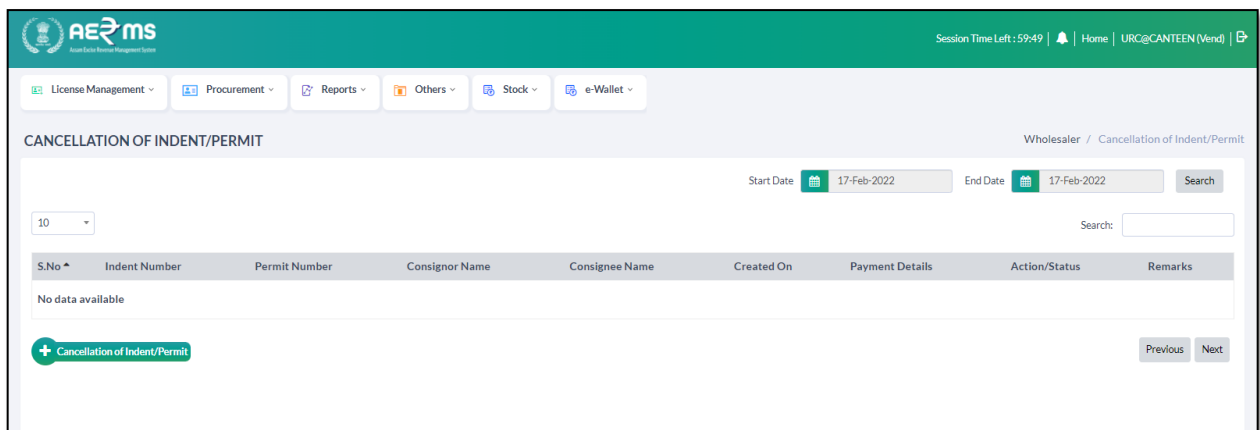
- Users are required to enter Login Id & Password & click on the ‘Login’



- To cancel the Indent/Permit user has click on **Procurement** Tab, then click on the **Cancel of Indent/Permit** button.



- Click on **+Cancellation of Indent/Permit**.



- A page appears as below select the Indent No which need to cancel. Click on the 'Save' button

- Click on the 'Request For Cancel' button

- User gets the payments option and has to pay the payment.

- After payment is successful, the indent is forwarded to SOE for approval

S.No	Indent Number	Permit Number	Consignor Name	Consignee Name	Created On	Payment Details	Action/Status	Remarks
1	IND1414317022200002	PER1414317022200002	CSD BONDED WAREHOUSE NARANGI	URC@CANTEEN	17-Feb-2022	Payment Status	Forwarded to Superintendent of Excise	View

- After SOE approval, the indent is forwarded to Dealing Assistant for approval.

Session Time Left: 59:52 | Home | URC@CANTEEN (Vend) |

License Management | Procurement | Reports | Others | Stock | e-Wallet

Wholesaler / Cancellation of Indent/Permit

Start Date: 17-Feb-2022 | End Date: 17-Feb-2022 | Search

10 | Search:

S.No	Indent Number	Permit Number	Consignor Name	Consignee Name	Created On	Payment Details	Action/Status	Remarks
1	IND1414317022200002	PER1414317022200002	CSD BONDED WAREHOUSE NARANGI	URC@CANTEEN	17-Feb-2022	Payment Status	Forwarded to Dealing Assistant	View

+ Cancellation of Indent/Permit | Previous | Next

- After Dealing Assistant approval, the indent is forwarded to Head Quarters for approval

Session Time Left: 58:11 | 43989 | Home | Rakesh Agarwala (Commissioner of Excise, Assam) |

CSD Wholesaler | Retailer | URC | Revenue Management | Hologram Procurement | Vigilance | Stock Receipts | Appeals & Revisions | Lab | Reports | Others

Wholesaler / Cancellation of Indent/Permit

Start Date: 17-Feb-2022 | End Date: 17-Feb-2022 | Search

10 | Search:

S.No	Indent Number	Permit Number	Consignor Name	Consignee Name	Created On	Payment Details	Action/Status	Remarks
1	IND1414317022200002	PER1414317022200002	CSD BONDED WAREHOUSE NARANGI	URC@CANTEEN	17-Feb-2022	Payment Status	Forwarded to Head Quarters	View

Previous | Next

- After Head Quarters approval, the status will be changed to Cancelled.

Session Time Left: 56:32 | Home | URC@CANTEEN (Vend) |

License Management | Procurement | Reports | Others | Stock | e-Wallet

Wholesaler / Cancellation of Indent/Permit

Start Date: 18-Feb-2022 | End Date: 18-Feb-2022 | Search

10 | Search:

S.No	Indent Number	Permit Number	Consignor Name	Consignee Name	Created On	Payment Details	Action/Status	Remarks
1	IND1414317022200002	PER1414317022200002	CSD BONDED WAREHOUSE NARANGI	URC@CANTEEN	17-Feb-2022	Payment Status	Cancelled	View

+ Cancellation of Indent/Permit | Previous | Next