

CG EXCISE DEPARTMENT

USER MANUAL

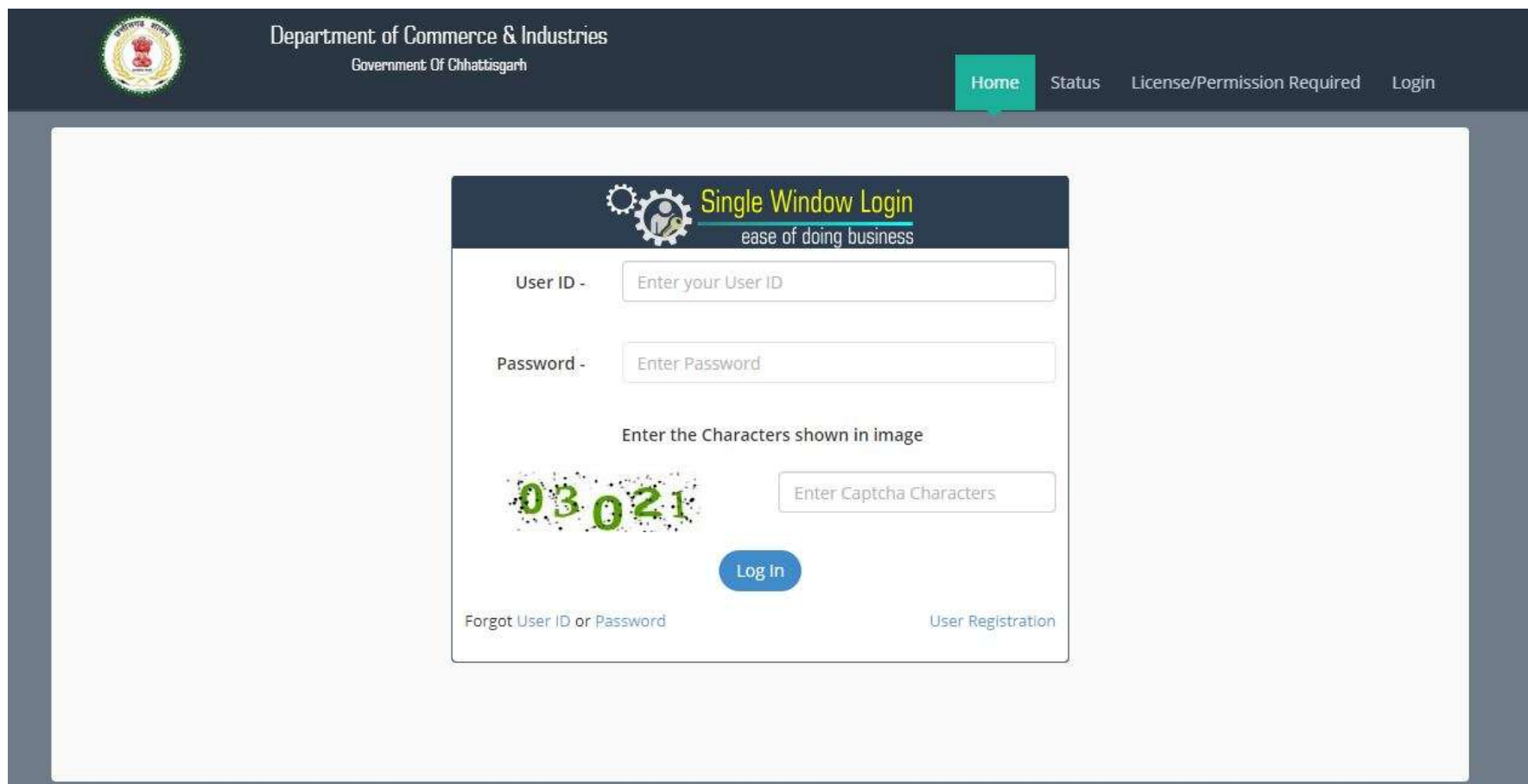
For

Import/Export (ENA / RS etc.) - NOC and Permit



For FL-20, FL-22 (Import-Export NOC/Permit)


1. User login through Single Window System



The screenshot displays the 'Single Window Login' interface. At the top, a dark blue header contains the Government of Chhattisgarh emblem, the department name, and navigation links: 'Home' (highlighted in green), 'Status', 'License/Permission Required', and 'Login'. The main content area features a central login box with a dark blue header that includes a gear icon and the text 'Single Window Login' and 'ease of doing business'. Inside the box, there are input fields for 'User ID' (placeholder: 'Enter your User ID') and 'Password' (placeholder: 'Enter Password'). Below these is a captcha section with the text 'Enter the Characters shown in image' and a visual of the characters '03021'. A corresponding input field is labeled 'Enter Captcha Characters'. A blue 'Log In' button is positioned below the captcha. At the bottom of the login box, there are links for 'Forgot User ID or Password' and 'User Registration'.

Department of Commerce & Industries
Government Of Chhattisgarh


[Home](#) [Status](#) [License/Permission Required](#) [Login](#)

 **Single Window Login**
ease of doing business

User ID -

Password -

Enter the Characters shown in image



[Log In](#)

[Forgot User ID or Password](#) [User Registration](#)

2. After Login, Click on Quantity Request (the total quantity to be imported or exported).



Welcome : RBC [Home](#) [Log Out](#)  .nic

E- Payment	Challan Reconciliation	Reprint Challan	N O C	Import/Export
				Quantity Request
				Request Status
				Import/Export NOC/Permit Request
				Print NOC/Permit



Excise Department

3. On quantity request page, User has to select financial year, type (either import or export), type of material (ENA etc.), to/from whom the material to be supplied, is under state (whether to/from whom supplier belongs to this state or not); Enter License Type, Address, district, state of to/from whom supplier; Enter Requested quantity, upload consent letter(in case of import) or TIE(in case of export) copy and Required material (here user has to mention the material e.g. ENA or Finished Goods etc.), then submit request.



Welcome : RBC Home Log Out 

E-
Payment

Challan Reconciliation

Reprint Challan

N O C

Import/Export

E.N.A.-Spirit/RS/Finished Goods/Malt-Spirit/Others Quantity Request

Financial Year	:	2020-2021	Import / Export	:	Import
E.N.A./RS/Finished Goods/Malt-Spirit/Others	:	E.N.A./Spirit/Malt-Spirit/Others			
<u>To / From Whom (Name & Address)</u>					
Is Under State	:	No	Supplier Name	:	
License Type	:		Address	:	
District Name	:		State	:	
Requested Quantity (Bulk/Proof Litre)	:	0			
Upload Consent Letter/TIE Copy	:	Choose File No file chosen			
Required Material	:				

Submit Request

4. On submission of quantity request from user, this request goes to Distillery Excise officer, the officer select quantity approval link to view the submitted application



Categories
Distilleries
NOC & Permit
Import/Export
Quantity Approval
NOC/Permit Approval
Reprint NOC/Permit
Receiving Details
EVC Report Details

Welcome : RAIPUR BOTTLING CO. Home Log Out

Excise Department

5. Distillery Excise officer can view the requested quantity details by clicking on View link, view the submitted application by View application link, view uploaded documents by View Consent Letter/TIE copy link, then officer can approve or reject the application.



Categories

Distilleries
NOC & Permit
Import/Export

Welcome : RAIPUR BOTTLING CO. Home Log Out

Application Details (ENA/RS/Finished Goods/Malt-Spirit/Others)

Financial Year : 2020-2021
Import / Export : Import
Application Status ☒ Pending ☐ Approved ☐ Rejected
[Show Applications](#)

Details	Import/Export	isUnder State	Application No.	Application Date	Supplier Name	ViewApplication	View Uploads	Distillery DEO Status	Application Status
View	Import	No	IE/RBC/2020-2021/6	23-Jun-2020	RAIPUR BOTTLING CO	View Application	View Consent Letter/TIE Copy	Accept Reject	Application Submitted to Distillery DEO

6. In case of rejection, officer has to enter rejection reason, and save, on clicking save the application got rejected.



Categories

Distilleries
NOC & Permit
Import/Export

Welcome : RAIPUR BOTTLING CO. Home Log Out

Application Details (ENA/RS/Finished Goods/Malt-Spirit/Others)

Financial Year : 2020-2021
Import / Export : Import
Application Status ☒ Pending ☐ Approved ☐ Rejected
[Show Applications](#)

Details	Import/Export	isUnder State	Application No.	Application Date	Supplier Name	ViewApplication	View Uploads	Distillery DEO Status	Application Status
View	Import	No	IE/RBC/2020-2021/6	23-Jun-2020	RAIPUR BOTTLING CO	View Application	View Consent Letter/TIE Copy	Accept Reject	Application Submitted to Distillery DEO

Rejection Reason

[Save](#)

7. On acceptance of application, this application got forwarded to District office.



Categories

Distilleries
NOC & Permit
Import/Export

localhost:20772 says
Application Accepted

OK

Welcome : RAIPUR BOTTLING CO. Home Log Out

Application Details (ENA/RS/Finished Goods/Malt-Spirit/Others)

Financial Year : 2020-2021
Import / Export : Import
Application Status ☐ Pending ☒ Approved ☐ Rejected
Show Applications

Details	Import/Export	isUnder State	Application No.	Application Date	Supplier Name	ViewApplication	View Uploads	Distillery DEO Status	Application Status
View	Import	Yes	IE/RBC/2020-2021/1	19-Jun-2020	RAIPUR BOTTLING CO	View Application	View Consent Letter/TIE Copy	Application Forwarded To District Office	Application is Accepted by Excise Commissioner
View	Import	No	IE/RBC/2020-2021/2	19-Jun-2020	RAIPUR BOTTLING CO	View Application	View Consent Letter/TIE Copy	Application Forwarded To District Office	Application is Accepted by Excise Commissioner
View	Import	Yes	IE/RBC/2020-2021/4	22-Jun-2020	RAIPUR BOTTLING CO	View Application	View Consent Letter/TIE Copy	Application Forwarded To District Office	Application is Accepted by Excise Commissioner
View	Import	No	IE/RBC/2020-2021/6	23-Jun-2020	RAIPUR BOTTLING CO	View Application	View Consent Letter/TIE Copy	Application Forwarded To District Office	Application Forwarded To District Office

8. In District office end, officer can view the requested quantity details by clicking on View link, view the submitted application by View application link, view uploaded documents by View Consent Letter/TIE copy link, then officer can approve or reject the application.



Categories

Master
Reports
Cinema
Cable
Verify Challan No
Crime
Excise
Excise Reports
Election Report
License
Import/Export

Welcome : Aashish Home Log Out

Application Details (ENA/RS/Finished Goods/Malt-Spirit/Others)

Financial Year : 2020-2021
 Import / Export : Import
 Application Status ☒ Pending ☐ Approved ☐ Rejected
 Show Applications

Details	Import/Export	IsUnder State	Application No.	Application Date	Supplier Name	ViewApplication	View Uploads	District Office Status	Application Status
View	Import	No	IE/RBC/2020-2021/6	23-Jun-2020	RAIPUR BOTTLING CO	View Application	View Consent Letter/TIE Copy	Accept Reject	Application Submitted to District Office

9. In case of rejection, officer has to enter rejection reason, and then save, on clicking save the application got rejected.



Categories

Master
Reports
Cinema
Cable
Verify Challan No
Crime
Excise
Excise Reports
Election Report
License
Import/Export

Welcome : Aashish Home Log Out

Application Details (ENA/RS/Finished Goods/Malt-Spirit/Others)

Financial Year : 2020-2021
 Import / Export : Import
 Application Status ☒ Pending ☐ Approved ☐ Rejected
 Show Applications

Details	Import/Export	IsUnder State	Application No.	Application Date	Supplier Name	ViewApplication	View Uploads	District Office Status	Application Status
View	Import	No	IE/RBC/2020-2021/6	23-Jun-2020	RAIPUR BOTTLING CO	View Application	View Consent Letter/TIE Copy	Accept Reject	Application Submitted to District Office

Rejection Reason

Save

10. On acceptance of application, this application got forwarded to Excise Head office.



Categories

Master
Reports
Cinema
Cable
Verify Challan No
Crime
Excise
Excise Reports
Election Report
License
Import/Export

localhost:20772 says

Application Accepted

OK

Welcome : Aashish Home Log Out

Application Details (ENA/RS/Finished Goods/Malt-Spirit/Others)

Financial Year : 2020-2021
Import / Export : Import
Application Status ☐ Pending ☒ Approved ☐ Rejected

Show Applications

Details	Import/Export	isUnder State	Application No.	Application Date	Supplier Name	ViewApplication	View Uploads	District Office Status	Application Status
View	Import	Yes	IE/RBC/2020-2021/1	19-Jun-2020	RAIPUR BOTTLING CO	View Application	View Consent Letter/TIE Copy	Application Forwarded To Excise Commissioner Office	Application is Accepted by Excise Commissioner Office
View	Import	No	IE/RBC/2020-2021/2	19-Jun-2020	RAIPUR BOTTLING CO	View Application	View Consent Letter/TIE Copy	Application Forwarded To Excise Commissioner Office	Application is Accepted by Excise Commissioner Office
View	Import	Yes	IE/RBC/2020-2021/4	22-Jun-2020	RAIPUR BOTTLING CO	View Application	View Consent Letter/TIE Copy	Application Forwarded To Excise Commissioner Office	Application is Accepted by Excise Commissioner Office
View	Import	No	IE/RBC/2020-2021/6	23-Jun-2020	RAIPUR BOTTLING CO	View Application	View Consent Letter/TIE Copy	Application Forwarded To Excise Commissioner Office	Application Forwarded To Excise Commissioner Office

11. In head office end, Excise Commissioner can view the requested quantity details by clicking on View link, view the submitted application by View application link, view uploaded documents by View Consent Letter/TIE copy link, then Excise Commissioner can approve by entering the quantity to be approved and validity date and generate order copy OR can reject the application by entering rejection reason.



Categories

Master
Crime
Import/Export

Welcome : HeadOffice Home Log Out

Application Details (EN/RS/Finished Goods/Malt-Spirit/Others)

Financial Year : 2020-2021
Import / Export : Import
Application Status ☒ Pending ☐ Approved ☐ Rejected
[Show Applications](#)

Details	Import/Export	isUnderState	Application No.	Application Date	Supplier Name	ViewApplication	View Uploads	Head Office Status	Application Status
View	Import	No	IE/RBC/2020-2021/6	23-Jun-2020	RAIPUR BOTTLING CO	View Application	View Consent Letter/TIE Copy	Accept Reject	Application Forwarded To Excise Commissioner Office

Quantity

200000.00

Validity Date from *
[mm/dd/yyyy]

To

[Approve & Generate Order](#)

12. On acceptance of application, this application is shown to District office, distillery office end and to be shown to the applicant.



Categories

Master
Crime
Import/Export

Welcome : HeadOffice Home Log Out

Application Details (ENA/RS/Finished Goods/Malt-Spirit/Others)

Financial Year : 2020-2021
Import / Export : Import
Application Status ☐ Pending ☒ Approved ☐ Rejected
[Show Applications](#)

Details	Import/Export	isUnder State	Application No.	Application Date	Supplier Name	ViewApplication	View Uploads	Head Office Status	Application Status
View	Import	Yes	IE/RBC/2020-2021/1	19-Jun-2020	RAIPUR BOTTLING CO	View Application	View Consent Letter/TIE Copy	Application is Accepted by Excise Commissioner Office	Application is Accepted by Excise Commissioner Office
View	Import	No	IE/RBC/2020-2021/2	19-Jun-2020	RAIPUR BOTTLING CO	View Application	View Consent Letter/TIE Copy	Application is Accepted by Excise Commissioner Office	Application is Accepted by Excise Commissioner Office
View	Import	Yes	IE/RBC/2020-2021/4	22-Jun-2020	RAIPUR BOTTLING CO	View Application	View Consent Letter/TIE Copy	Application is Accepted by Excise Commissioner Office	Application is Accepted by Excise Commissioner Office
View	Import	No	IE/RBC/2020-2021/6	23-Jun-2020	RAIPUR BOTTLING CO	View Application	View Consent Letter/TIE Copy	Application is Accepted by Excise Commissioner Office	Application is Accepted by Excise Commissioner Office

13. User can check the status of application by clicking on link (Request status).

 **DEPARTMENT**

E-
Payment

Challan Reconciliation

Reprint Challan

N O C

Import/Export

Import/Export Quantity Request Application Status

Financial Year

2020-2021

Month Name

June

Import/Export

Import

PrintApIn	ApIn. No	NOC Date	To/From Whom	Quantity(Bulk Litre)	Application Status	Rejection Reason
PRINT	IE/RBC/2020-2021/1	19-Jun-2020	BHATIA WINE MERCHANTS PVT LTD	300000.00	Application is Accepted by Excise Commissioner	
PRINT	IE/RBC/2020-2021/2	19-Jun-2020	Abc Co Pvt Ltd	200000.00	Application is Accepted by Excise Commissioner	a
PRINT	IE/RBC/2020-2021/4	22-Jun-2020	BHATIA WINE MERCHANTS PVT LTD	300000.00	Application is Accepted by Excise Commissioner	
PRINT	IE/RBC/2020-2021/6	23-Jun-2020	Abc Co Pvt Ltd	200000.00	Application is Accepted by Excise Commissioner	

14. After acceptance of quantity request application, User has to pay the challan (in case of import (intrastate)- transportation fees, import (interstate) - import fees or export (interstate)-export fees) for further process (NOC/Permit).


Generate Challan

(*) Mark fields are mandatory

Financial Year *	:	2020-2021
License Type *	:	F.L. 9
District *	:	RAIPUR
Shop Name	:	RAIPUR BOTTLING CO
Licencee Name *	:	RBC Raipur
Licencee Address *	:	M6 ANUPAM NAGAR RAIPUR
Designation *	:	व्यक्तिगत(Individual)
Pan Number *	:	ACMPR5898R
Pincode	:	492001
Mobile No. *	:	7869025072
Email *	:	abc@gmail.com
Fees Type *	:	<input checked="" type="radio"/> Fees <input type="radio"/> Penalties
Fees Name *	:	Transportation Permit Fees
Pay Head *	:	0761-Other Receipts-900---0039--
Total Amount *	:	1500
Month *	:	June
Year *	:	2020
Remarks(VehicleNo etc.)	:	
Group Name	:	


ngH23v

Enter above code:

 REFRESH CODE

PROCEED

15. After successful payment, user can apply for NOC/Permit for the desired quantity (of approved quantity) to be imported or exported. User has to select financial year, import/export, type of material, application no. (Approved one only shown here), to/from whom supplier, enter the desired quantity to be imported or exported (in between the approved quantity), then select challan as per import/export and submit request.

 **DEPARTMENT**

E-
Payment

Challan Reconciliation

Reprint Challan

N O C

Import/Export

E.N.A./RS/Finished Goods/Malt-Spirit/Others Import/Export Request

Financial Year : 2020-2021

Import / Export : Import

E.N.A./RS/Finished Goods : E.N.A./Spirit/Malt-Spirit/Others

ApIn No. : IE/RBC/2020-2021/6

To/From Whom : Abc Co Pvt Ltd

License Type : F.L. 9

Supplier Address : XXXX XXXX XXXXXX XXXXX

District Name : XXXX XXXXX XXXX

State : XXXX XXXX XXXX

Is Under State : No

Total Approved Quantity (Bulk Litre) : 200000.00

Requested Quantity (Bulk Litre) : 20000

Issued Quantity (Bulk Litre) : 20000

Balance Quantity (Bulk Litre) : 180000

Select ChallanNo	Fees	Fees Type
<input checked="" type="checkbox"/> EX0506200000211	20000.0000	Import Fees
<input type="checkbox"/> EX0506200000212	20000.0000	Import Fees
Total	20000	

Submit Request

16. After user request submission, application is forwarded to Distillery officer end; the distillery officer can view the requested application, quantity, and commissioner order letter copy. Then distillery officer can accept & forward this application to District office for approval OR can reject by entering rejection reason.

Categories

Distilleries
NOC & Permit
Import/Export

Import/Export NOC/Permit Approval (ENA-Spirit/RS/Finished Goods/Malt-Spirit/Others)

Financial Year : 2020-2021
 Import / Export : Import
 Application Status ☒ Pending ☐ Approved ☐ Rejected
 Show Applications

Details	Import/Export	Application No.	Application Date	Supplier Name	isUnder State	ViewApplication	View Copy	Challan	Distillery DEO Status	Action	Application Status
View	Import	IENP/RBC/2020-2021/5	22-Jun-2020	RAIPUR BOTTLING CO	Yes	View Application	View Commissioner Letter Copy	View Challan	Accept & Forward Reject		Application Submitted to Distillery DEO
View	Import	IENP/RBC/2020-2021/7	23-Jun-2020	RAIPUR BOTTLING CO	No	View Application	View Commissioner Letter Copy	View Challan	Accept & Forward Reject		Application Submitted to Distillery DEO

17. On acceptance by Distillery officer, NOC/Permit application is shown on District office end. The district excise officer can view the requested application, quantity and commissioner order letter copy. Then district officer can accept this application OR can reject by entering rejection reason.

Categories

Master

Reports

Cinema

Cable

Verify Challan No

Crime

Excise

Excise Reports

Election Report

License

Import/Export

Import/Export NOC/Permit Approval (ENA-Spirit/RS/Finished Goods/Malt-Spirit/Others)

Financial Year : 2020-2021

Import / Export : Import

Application Status ☒ Pending ☐ Approved ☐ Rejected

Show Applications

Details	Import/Export	Application No.	Application Date	Supplier Name	isUnder State	ViewApplication	View Copy	Challan	District Office Status	Action	Application Status
View	Import	IENP/RBC/2020-2021/7	23-Jun-2020	RAIPUR BOTTLING CO	No	View Application	View Commissioner Letter Copy	View Challan	Application is Accepted by District Office	Generate NOC/Permit	Application is Accepted by District Office

18. After acceptance, district officer generate NOC (in case of import) by entering validity date and selection of signed by option / forward to Distillery excise officer (in case of export).



Categories

Master
Reports
Cinema
Cable
Verify Challan No
Crime
Excise
Excise Reports
Election Report
License
Import/Export

Welcome : Aashish Home Log Out

Import/Export NOC/Permit Approval (ENA-Spirit/RS/Finished Goods/Malt-Spirit/Others)

Financial Year : 2020-2021
Import / Export : Import
Application Status ☒ Pending ☐ Approved ☐ Rejected
[Show Applications](#)

Details	Import/Export	Application No.	Application Date	Supplier Name	isUnderState	ViewApplication	View Copy	Challan	District Office Status	Action	Application Status
View	Import	IENP/RBC/2020-2021/7	23-Jun-2020	RAIPUR BOTTLING CO	No	View Application	View Commissioner Letter Copy	View Challan	Application is Accepted by District Office	Generate NOC/Permit	Application is Accepted by District Office

Validity Upto *
[mm/dd/yyyy] 07/25/2020

Validity Date from *
[mm/dd/yyyy]
To

Signed By --Select--

[Generate NOC/Permit](#)

19. In case of export permit, district officer accept the permit application & forward to Distillery excise officer. At Distillery Excise officer end, officer Generate permit by entering validity date, vehicle no. and vehicle departure date and time.



Categories

Distilleries
NOC & Permit
Import/Export

Welcome : RAIPUR BOTTLING CO. Home Log Out

Import/Export NOC/Permit Approval (ENA-Spirit/RS/Finished Goods/Malt-Spirit/Others)

Financial Year : 2020-2021

Import / Export : Export

Application Status ☒ Pending ☐ Approved ☐ Rejected

Show Applications

Details	Import/Export	Application No.	Application Date	Supplier Name	isUnder State	ViewApplication	View Copy	Challan	Distillery DEO Status	Action	Application Status
View	Export	IENP/RBC/2020-2021/6	22-Jun-2020	RAIPUR BOTTLING CO	No	View Application	View Commissioner Letter Copy	View Challan	Application Forwarded To District Office	Generate Permit	Application is Accepted by District Office

Validity Upto *
[mm/dd/yyyy]

07/21/2020

Validity Date from *
[mm/dd/yyyy]

To

Vehicle No:

Vehicle Departure Date(mm/dd/yyyy):

mm/dd/yyyy

Vehicle Departure Time:

hr

:

min

AM

Generate Permit

20. On receiving of import material, at distillery excise officer end; Receiving details to be filled by Distillery Excise officer by entering transport permit no., received quantity, received date, vehicle no., vehicle arriving date & time, upload permit copy and remarks (if any). Thereafter, the process will complete.

Categories

Distilleries

NOC & Permit

Import/Export

Import Receiving Details

Financial Year	2020-2021	Licence Type	F.L. 9	District Name	11 - RAIPUR
Supplier Name	RAIPUR BOTTLING CO	Month Name	June		
NOC No	(IENP/RBC/2020-2021/7)CG/NP/RIE/6/2020-2021/0000004				

From Whom	Challan No	Approval Date	Validity Date From	Validity Date To
Abc Co Pvt Ltd	EX0506200000211	23-Jun-2020	23-Jun-2020	30-Jun-2020

Transport Permit No.:

Received Quantity:

Receiving Date(mm/dd/yyyy):

Vehicle No.:

Vehicle Arriving Time:

Upload Permit Copy

Remarks:

SUBMIT

21. In case of export, at distillery excise officer end; EVC Report details to be filled by Distillery Excise officer by entering received quantity, received date, vehicle no., vehicle arriving date & time, upload EVC report copy and remarks (if any). Thereafter, the process will complete.

Categories

Distilleries
NOC & Permit
Import/Export

EVC Report

Financial Year	2020-2021	Licence Type	F.L. 9	District Name	11 - RAIPUR
Supplier Name	RAIPUR BOTTLING CO	Month Name	June		
Permit No	{IENP/RBC/2020-2021/3}CG/TP/RIE/6/2020-2021/0000002				

From Whom	Challan No	Requested Qty(PL/BL)	Approval Date	Validity Date From	Validity Date To
abc co ltd	EX0506200000164	7992.00	22-Jun-2020	22-Jun-2020	30-Jun-2020

Transport Permit No.:

CG/TP/RIE/6/2020-2021/0000002

Received Quantity:

Received Date(mm/dd/yyyy):

mm/dd/yyyy

Vehicle No.:

Vehicle Arriving Time:

hr : min AM

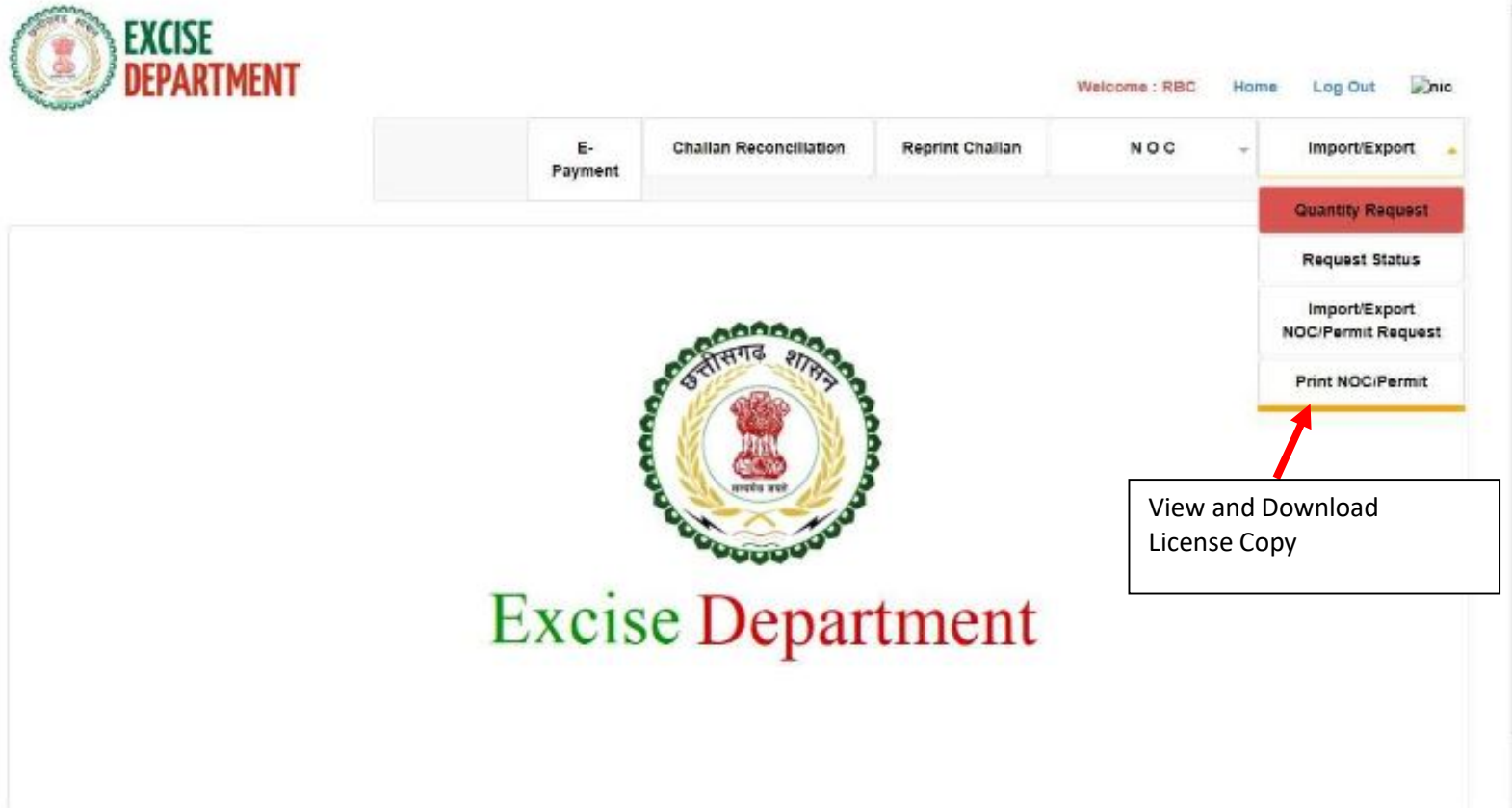
Upload EVC Report Copy

Choose File No file chosen

Remarks:

SUBMIT

User can Download Generated copy of NOC/ Permit From the link given below



The screenshot displays the Excise Department web portal. At the top left is the department's logo. The top right shows a welcome message 'Welcome : RBC' and navigation links for 'Home', 'Log Out', and a user profile icon. A horizontal menu bar contains options: 'E-Payment', 'Challan Reconciliation', 'Reprint Challan', 'N O C', and 'Import/Export'. The 'Import/Export' menu is open, revealing a list of options: 'Quantity Request', 'Request Status', 'Import/Export NOC/Permit Request', and 'Print NOC/Permit'. A red arrow points to the 'Print NOC/Permit' option. A text box with the instruction 'View and Download License Copy' is positioned next to the arrow. The main content area features a large circular emblem with the text 'छत्तीसगढ़ शासन' (Chhattisgarh Sahasana) and 'समृद्धि व प्रगति' (Samriddhi v Pragati), with the words 'Excise Department' written below it.

EXCISE DEPARTMENT

Welcome : RBC Home Log Out nic

E-Payment Challan Reconciliation Reprint Challan N O C Import/Export

Quantity Request

Request Status

Import/Export NOC/Permit Request

Print NOC/Permit

View and Download License Copy

छत्तीसगढ़ शासन

समृद्धि व प्रगति

Excise Department