



## DEPARTMENT OF STATE TAXES AND EXCISE GOVT.OF HIMACHAL PRADESH



## Retailer

L10-BB RETAILER TO L1 WHOLESALE PROCESS

## User Reference Manual

C-TEL INFOSYSTEMS PVT. LTD Hyderabad, Telangana



#### How to Create Route?

# Login:

User required to fill the valid credential & click on login

	V 🖸 10.10.10.100/m E/central/index.php/site/iogin		E 1070 🗖	- L C
		Welc Please login t	come! o your account	
DE Strand		User Name	<u>ـ</u>	
E. Martin	the second se	Password maxlength 60	۲	
	Department of State Taxes and Excise Government of Himachal Pradesh	Verification Code *	53145 Get a new code	
目的是語語		Enter Verification Code	U	
	The second second second	Enter OTP	Get OTP	
			Forgot password?	
		Le	ogia	
	A A A A A A A A A A A A A A A A A A A	→ Vigilance & Enforcement	→ RTI	
		→ Track Status	➔ EoDB Dashboard	
		→ Download User Manuals	➔ Third Party Verification	
	and the second	→ Download Application Forms	➔ Excise Dashboard	
		→ Download SOP Documents	➔ Activity Videos	
man		→ Frequently Asked Questions	➔ Download APK	
	the seas the second second second	Don't have an a	account? Sign Up	
		Helpdesk Number: 91820579-73/74 91820594-28/38	/78,91820580-40/70/82,	
	Copyright @ 2023. All rights reserved	HPE BUILD V9.1.1.11	Powered by C-Tel Infosystems Pvt. Ltd	tivate Windows
	and the second sec		Go	to Settings to activate Windows.

> User need to click on Retailer tab as shown in below figure.

Department of State Taxes and Excise Government of Himachal Pradesh				Welcome: Ishwari (Vend)
Ret	ailer	Q Vigilance	EC Support	
				Activate Windows Go to Settings to activate Windows.

Department of S Government of Hin	State Taxes and Excise nachal Pradesh						Session Time Left : 59:53 🌲 👫 Ishwar
Retailer ~ 🗗 Reports - st of License	v 🔍 Vigilance v 🛛 🐻 :	Support ~					Retailer > List of
allet Payments							Search:
llet Balance de	Retailer Name	License Name	License Type	Mobile Number	Mail	Address	
ent To WholeSale							Previous

User required to click on + add route for registration of route as shown in below figure
 User need to entered all mandatory fields

for Route Registration & click on Submit Button as shown in below figure

Government of Himachal Pradesh	Route Informatio	n	×	Sexion Time Left : 59-03 🌲 👫 Ishwari 🕻
E Retailer v Reports v Q Vigilance v B Support v	Route Name*	Route		and the second
RETAILER ROUTE	Source*	L-14 Kalaud (2302769)		Retailer > Retailer Rout
	Route Via 1*	Route via		End Date 19-Jul-2023 Pending * Search
10 *	Destination*	L-10BB Testing *		Search:
	Route Length (KM)*	123		Ronte Extimated
S.No * Route Name Route Created Checkpost Route Via Sourc	Estimated Travel Time(Hours) *	23		Length (KM) Travel Time(Hours) Status Action Remarks
No data available	Checkpost	33		
	Remarks*	okid		
		1.		Previous Next
+ Add Route				·
		Submit		
The second se				
				Activate Windows
				Go to Settings to activate Windows.

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> After click on submit then appearing a pop-up user need to click on OK as shown in below figure.

Department of State Taxes and Excise Government of Himachal Pradesh		Sension Time Left : \$3:34 🌲 🏤 Ishwari 🕛
E Retailer v 🗗 Reports v Q Vigilance v 🗟 Support v		and the second
RETAILER ROUTE		Retailer > Retailer Route
	Start Date	📫 19-Jul-2023 End Date 📫 19-Jul-2023 Pending - Search
10 *		Search:
S.No * Route Name Route Created Checkpost Route Vie	a Source Destination Location License Type	Destination Route Estimated Status Action Remarks License Type Length (KM) Travel Time(Hours)
No data available	⊕ 10.10.193	
Add Route	New Route Saved Successfully	OK Terrior Net
		Activate Windows Go to Settings to activate Windows.

▶ User can see the status for new Route as shown in below figure.

	Department Government of	of State Taxes Himachal Prades	and Excise h							:	Session Time Left : 55:07	🌲 🕋 Ishwar
🗉 Retaile	r v 🖉 Rep	orts ~ Q Vigila	nce ~ 🛛 🕞 S4	apport ~						By B		2
ETAILE	R ROUTE						Start Date	19-Jul-2023	End Date	e 🛗 19-Jul-2023	Pending	Retailer > Retail
10	*										Search:	
S.No *	Route Name	Route Created	Checkpost	Route Via	Source Location	Source License Type	Destination Location	Destination License Type	Route Length (KM)	Estimated Travel Time(Hours)	Status Action	Remarks
l	Route	19-Jul-2023	33	Route via	M/S ANANT RAM VERMA	L14	L-10BB Testing	L-10BB	123	23	New	Remarks
+ Add	d Route										[	Previous Next
										Acti	ivate Window	s

### Route Registration successfully



How to Approve route ?

Login Circle officer:

> User required to fill valid credentials and click on Login button.

	Welcome! Please login to your account
	User Name 🚨
Department of State Taxes and Excise	Password
Government of Himachal Pradesh	Verification Code * 347.85 Get a new code
	Enter Verification Code
	Forgot password?
	Login
and the fill the state	Vigilance & Enforcement     PRI     Track Status
and the second	A Download User Manuals     A Download User Manuals
And the second	➔ Download Application Forms ➔ Excise Dashboard
Salar Antonia Carlo and	→ Download SOP Documents → Activity Videos
	→ Frequently Asked Questions → Download APK
and the second	Don't have an account? Sign Up
	Helpdesk Number: 91820579-73/74/78, 91820580-40/70/82, 91820594-28/38

User need to Click on Retailer tab as shown below figure.

R E Master Data	(!) Dashboard	License Management	C Brand / Label Registration	
ی Distillery	Bottling Units	<b>R</b> Wholesaler	ElB/L1BB Wholesaler	
O) Users	E Brewery	<b>R</b> Winery	Retailer	
Record Managment	Do Hologram Procurement	C Reports	RTI	
Appeals & Revisions	Q Vigilance	E. Revenue Management	Others	

User need to click on route as shown in below figure.

	Departmen Government o	t of State Taxes and Excise of Himachal Pradesh					Session Time Left : 59-53	🌲 🏠 swaraj thakur 🖒
at <	🔏 Distillery ~	🖺 Bottling Unit 🗸 🍝 Brewery 🗸	Q Wholesaler ~ 👔 🕅 Int	port Wholesale 🗸	📰 Winery ~	🔚 Retailer 🗸 🖉 Holog	gram Procurement - 🛛 💷 Appeals & Revisions - 🖉 RTI - 🔍 Q	Vigilance - 🗘 🗘 Record I 🔪 me
LIST OF	LICENSE					List of License		Retailer > List of License
10	•					Route Bar Indent to Retailer		Search:
S.No *	Retailer Code	Retailer Name	License Name	License Type	Mobile Number	Retailer Indent to Wholesale		
1	2302667	M/S ANANT RAM VERMA	ANANT RAM VERMA	L2	99999999999	Retailer Pass Extension	ader nagar, Sundernagar-II,,Mandi,Himachal Pradesh,174033	
2	2302972	M/S ANANT RAM VERMA	ANANT RAM VERMA	L14	9999999999	Advance License Fee	ır galu, sunder nagar, Sundernagar-II,,Mandi,Himachal Pradesh,175018	
3	2302742	M/S ANANT RAM VERMA	ANANT RAM VERMA	L14	99999999999	Quota Conversion	gar, Sundernagar-I.,Mandi,Himachal Pradesh,175002	
4	2302980	M/S ANANT RAM VERMA	ANANT RAM VERMA	L14	99999999999	Quota Transfer	LONY, SUNDER NAGAR, Sundernagar-II,,Mandi,Himachal Pradesh,175019	
5	2302969	M/S ANANT RAM VERMA	ANANT RAM VERMA	L14	9999999999	, dhanotu, dhanotu , sunde	er nagar , Sundernagar-II,,Mandi,Himachal Pradesh,175002	
6	2302982	M/S ANANT RAM VERMA	ANANT RAM VERMA	L14	9999999999	, KANNAID, KANNAID	), SUNDER NAGAR, Sundernagar-II.,,Mandi,Himachal Pradesh,175019	
7	2302967	M/S ANANT RAM VERMA	ANANT RAM VERMA	L14	99999999999	, bhour, bhour, sunder nag	gar , Sundernagar-II.,,Mandi,Himachal Pradesh,175018	
8	2304107	M/S ANANT RAM VERMA	ANANT RAM VERMA	L14	9999999999	, kateru, kateru, sunder na	agar, Sundernagar-II.,Mandi,Himachal Pradesh,175031	
9	2304848	Individual	Ishwari	L-10BB	4565656465	fads, df, adf, dfa, Amb,,M	Iandi,Himachal Pradesh,465456	
10	2302779	M/S ANANT RAM VERMA	ANANT RAM VERMA	L14	99999999999	, khilda, khilda, sunder na	agar , Sundernagar-II.,,Mandi,Himachal Pradesh,174401	
								Previous Next

User need to click on Approve then appearing a pop-up Route Information entered remarks & click on

Approve button as shown in below figure.

	Department Government o	of State Taxe f Himachal Prade	s and Exc esh	ise						Session Time	Leff : 59:43 🌲 🔺	swaraj thakur 🕐
() Activit	y Dashboard 🗸	() Production Da	shboard ~	() Dashboard ~	🔄 License Management ~	🔗 Brand / Label Registration 🗸	🛃 Distillery ~	🔢 Bottling Unit 🗸	🚡 Brewery ~	Q Wholesaler ~	👔 Import Wholesale 🗸	🗒 Winer >
RETAILI	ER ROUTE										Ret	ailer » Retailer Route
							Start Date	19-Jul-2023	End Date	19-Jul-2023	Pending	* Search
10	•			Route In	formation				×		Search:	
S.No *	Route Name	Route Created	Checkpost	i i i	ioi mation					rs) Status Ac	tion	Remarks
1	Route	19-Jul-2023	33	S.No. Name	e Checkpost Route Via Sou 33 <u>Route via</u> M/S	rce Location Destination ANANT RAM VERMA L-10BB Test	Location Route Les	ngth Estimated Travel	Time(Hours)	New	Approve Cancel	Remarks
				Remarks* o	4	11.					Prev	ous Next
						Cancel Appro	vre					

Departmen Government of	t of State Taxes and Ex of Himachal Pradesh	cise						Session Time	Left : 54:19 🌲 👘	swaraj thaku
	🕐 Production Dashboard ~	① Dashboard ~	🔄 License Management 🗸	🖉 Brand / Label Registration 🗸	& Distillery ~	🔢 Bottling Unit 🗸	& Brewery ~	Q Wholesaler ~	😥 Import Wholesale ~	Win
ETAILER ROUTE									Reta	iler > Retai
					Start Date	19-Jul-2023	End Date	19-Jul-2023	Pending	• Se
10 -				_	_	_			Search:	
S.No * Route Name	Route Created Checkpos	Route Ir	formation				×	rs) Status Ac	tion	Remarks
1 Route	19-Jul-2023 33	S.No. Nam	Checkpost	0.193		d Travel	Time(Hours)		Approve Cancel	Remarks
		Remarks* s	s Route App	roved successfully	]	OK			Previo	éus Ne

After click on Approve then appearing a pop-up with message Route Approved successfully

click on OK as shown in above figure.

Government of	of State Taxes and Ex f Himachal Pradesh	tcise							Session Tir	ne Left : 59:49 🌲 🔺	swaraj thakur (
🕽 Activity Dashboard 🗸	Production Dashboard ~	🕐 Dashboard 🗸	🖾 License Management ~	🖉 🖉 Brand / Label Reg	istration ~ 🛛 🛃 Di	stillery ~	🛃 Bottling Unit 🗸	🚡 Brewery ~	Q Wholesaler ~	👰 Import Wholesale 🗸	🔣 Winer >
ETAILER ROUTE	And a second									Re	tailer » Retailer Ro
10 -					Star	i Date 🗎	19-Jul-2023	End Date	19-Jul-2023	Pending	* Search
S.No * Route Name	Route Created (	Checkpost Route 1	ia Source Location	Source License Type	Destination Location	i	Destination R License Type L	oute ength (KM)	Estimated Travel Time(Hours)	All Pending Approved	marks
No data available										Rejected	
										Pre	nious Next
	- in	1133 2							Activa	ate Windows	lindour

User want to see the approve route select Approve & click on search button as shown in above figure.

Route Approve Successfully





## Login:

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User required to fill the valid credential & click on login

`	/ U				- L L -
		and the second se			
		and the second second	Welco	me!	
		and the second second	Please login to yo	our account	
			User Name	<u> </u>	
		best size	Password	۲	
		Department of State Taxes and Ex	ccise Verification Code * 53	Get a new code	
		Government of Himachal Prade	sh Enter Verification Code	0	
			Enter OTP	C= 070	
				Forgot password?	
			Logia		
		A Children and A			
			Viguance & Enforcement	Folk Dathboard	
		A Provide State of the second	Download User Manuals	Third Party Verification	
		and the second second second	→ Download Application Forms →	Excise Dashboard	
		to the second	→ Download SOP Documents	Activity Videos	
		and the second s	→ Frequently Asked Questions	Download APK	
		the trade the second second	Don't have an account	unt? Sign Up	
		and the second	Helpdesk Number: 91820579-73/74/78 91820594-28/38	,91820580-40/70/82 ,	
		Copyright @ 2023. All rights reserved	HPE BUILD V9.1.1.11 Pow	rered by C-Tel Infosystems Pvt. Ltd Activate	Windows

> User need to click on Retailer tab as shown in below figure.

Department of State Taxes and Excis Covernment of Himachal Pradesh	e				Wekome: Ishwari (Vend)
(	E = Retailer	<b>E</b> Reports	Q Vigilance	Support	200
		and the set	and the second second		Go to Settings to activate Windows.

▶ User need to click on Indent to wholesale as shown in below figure.

etailer ~ 🛛 🖉 🛛	Reports ~	Q Vigilance ~	apport ~					
of License								Retailer > List of L
e at Poyments								Search:
et Balance	de	Retailer Name	License Name	License Type	Mobile Number	Mail	Address	-
e to Wholesale	-	L-10BB Testing	Ishwari	L3,L4 & L5	1321231231	ishu@gmail.com	, gf, cv, cb, Sundernagar-II,,Mandi,Himachal Pradesh,231231	
at To Retailer	1							Previous Next
t To WholeSale								

User need to click on +IML Indent or Beer/wine/cider/RTD indent select wholesale & click on submit button as shown in below figure.

Department of State Taxes and Excise Government of Himachal Pradesh Retailer V C Report V Q Vigilance V Support V RETAILER INDENT	Select Wholesale × EKTA WENE (3064)	Sension Time Left: 58:34 A A Inh Retailer > Ret End Date 19-Jul-2023 States All *	tailer Indent
S.No * Indent No Pass No Pass Validity Pass Approved On Indent Date/Time No data available	Retailer Code Retailer Name Wholesale Name Info Status/Action P	Payment Mode Fayment Status Fayment History Remarks Physical Fass Copy Previow Net	
		A stinute Ministeries	

User need to select route ,enter brand name,enter quantity in case or bottles & clcik on Add button as show inn below figure.

Indent Retailer Code - L-10BB Testing (2304	1957)									
				Invoice Am	ount(Rs.) Details					
Wholesaler's Name	THAKUR WINE TR	ADERS			Total PPL		0			
Date	19-Jul-2023				Total BLs		٥			
Email Id	ishu@gmail.com				Total Assessed Fee		٥			
Mobile No	7353341180				Total Value		0			
Total Cases	s 0			]						
Total Bottles	0			]						
Vehicle Number				Route*		ssdsfsffdf25			~	
	Brand C	ode / Brand Na	me				Brand Nar	1e		
0185					KIBBA 4 SUPERIOR MILD BEEN	R				
Size - AP (500) Pack Type - C										
Quantity Cases   Bottles										
10 3										
Add Reset										
Brand Code Brand Name	Category	Size in ml	Pack Type	IML CASES   BOTTLES	BEER CASES   BOTTLES	Total Bottles	EDP per Case	PPL/BL per Case	Assessed Fee per BL (Rs)	MRP (R1)
Retailer Details										~
								Activa Go to S	te Windows	Cancel
1										>

> User need to click on Preview then click on Save as shown in below figure.

						Invoice Amo	unt(Rs.) Details					
olesaler's Name	THAKUR W	JINE TRADERS	3				Total PPL		0			
te	19-Jul-2023						Total BL3		121.5			
mil Id	ishu@gmail.	au@gmail.com				Total Assessed Fee		10935				
bile No	7353341180						Total Value		10935			
al Cases	10											
al Bottles	3									8		
hicle Number		BrandCode	Brand Name	Size in ml	Pack Type	Quantity in Cases(IML)	Quantity in Bottles(IML)	Quantity in Cases(BEER)	Quantity in Bottles(BEER)			
Type Brand Number/Brand Name		0185	KIBBA 4 SUPERIOR. MILD BEER	500   24	с	0	0	10	3			
Brand Code Braud Name	Cate	gory	Size Pack T	rpe IMO	L	Sa	ve BEZR	Total Bottles	EDP	PPLBL	Assessed Fee	MRP (R1)
0185 KIBBA 4 SUPE	RIOR MILD B	BEER	in ml	CA	SES   BOTTI	0	CASES   BOTTLES	243	per Case	per Case	per BL (Rs) 90.00	165
Retailer Details												
Retailer Details											Preview	Cancel



· · · ·	· · · · · · · · · · · · · · · · · · ·	F	~			
Indent Retailer Code - L-10BB Testing (2304	957 )					
	Invoies	Amount(Rs.) Details				
w noiesnier 3 ivanie	IHAKUR WINE IRADEKS	IOTAL PPL				
Date	19-Jul-2023	Total BLs	1213			
Email Id	ishu@gmail.com	Total Assessed Fee	10935			
Mobile No	7353341180	Total Value	10935			
Total Cases	10					
Total Bottles	3		×			
Vehicle Number	BrandCode Brand Name 10.10.10.193		Quantity in Bottles(BEER)	<u> </u>		
Type Brand Number/Brand Name	0185 KIBBA 4 SUPERIOR Successfully Submitted The IND2023DEPOLD3112432	Order With Indent Number	3			
		ок				
Brand Code Brand Name	Category Size Pack in ml CASES   BOTTLES	CASES   BOTTLES	EDP PPLEL Assessed F per Case per Case per EL (R:	ee MRP (K1) )		
D185 KIBBA 4 SUPERIOR MILL	D B BEER 500124 C 0 0	10 3 243	1286.00 12.00 90.00	165		
Retailer Details				~		
			Prev	iew Cancel		
<				>		

- $\triangleright$
- User need to click on Pay Assessed Fee for payment as shown in below figure. If user want to calcel indent then click on Cancel indnet as shown in below figure.  $\triangleright$

	Department of Sta Government of Himac	te Taxes hal Prade	and Exci sh	se								Session Time Left	: 59:43 🛕 🗌	Ishwa
Retail	ler ~	Q Vigi	lance ~	🗟 Support ~									Retaile	r > Retail
		AL DECK						Start Date	20-Jul-2023	End Date 🗰	20-Jul-2023	Status All	urrh.	• Se
io •	Indent No	Pass No	Pass Validity	Pass Approved On	Indent Date/Time	Retailer Code	Retailer Name	Wholesale Name	Info Status/Action	Payment Mode	Payment Status	Payment History	Remarks Physica Copy	al Pass
	IND2023DEPOLD3112433	NA	N/A	N/A	2023-07-20 02:19:06pm	2304957	L-10BB Testing	THAKUR WINE TRADERS	Pay Assessed Fee Cancel Indent	ONLINE		Payment Details	View	
							BR Indent	Daar/Mine/PTD/Ciday I					Previous	Next
			Aren	1135-2							and the state	and the second		1

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- After click on Pay Assessed Fee then appearing pop-up as shown in below figure.
   User need to click on Pay Amount as shown in below figure.

Department of State Taxes and Excise Government of Himachal Pradesh		Session Time Left : 59:25 🌲 👫 Ishwari 😃
E Retailer v 🖉 Reports v Q Vigilance v 🗟 Support v		Reiniler > Reiniler Indent
	Start Date 🗰 20-Jul-2023	End Date 🛑 20-Jul-2023 Status All * Search
10 •	Payment Details ×	Search:
S.No * Indent No Pass Pass Pass Approved Indent Date/Time No Validity On	Payee Name L-10BB Testing /Action	Payment Payment Payment History Remarks Physical Pass Mode Status Copy
1 IND2073DEPOLD3112433 NA N/A N/A 02:19:06pm	Payment Status Pending of Fee	ONLINE Payment Details View
	Service Name Head Fee (₹) Wallet Balance (₹)	
	Assessed Fee         0039-00-105-05         2160         0           Amount to be deducted from Wallet (₹)         0	Previous Next
	Total Payable Amount (₹) 2160	
	Pay Amount	

> User need to select bank,Enter code & click on MAKE PAYMENT as shown in below figure.

	eChallan -: Challa	n Payment Gateway			
EXCISE AND TAXAT	<b><u>'ION</u> : ONLINE PAYMENT FACILITY THROUG</b>	H CYBER TREASURY, GOHP			
NOTE: IF YOUR BANK	ACCOUNT IS DEBITED , THEN DONOT MAKE DOUBLE	PAYMENT WITHIN 24 HOURS.			
DEPT :	114-Excise and Taxation				
DDO:	114-MDI00-509 DEPUTY COMMISSIONER STATE TAXES AND EXCISE				
DEPT REF. NO. :	REFCA20072023019845				
TENDER BY :	Ishwari				
PERIOD FROM :	01-01-2023 To 31-12-2023				
SERVICES :	ID Payment of (Service)	Head	Amount Rs.		
	1 ASSESSED FEE	0039-00-105-05	1		
AMOUNT (₹):	1 (Rupees One)				
PAYMENT TYPE :	• e-banking Manually				
SELECT BANK :	PAVIL-NetBanking / Debit Card/Crec y				
ENTED CODE -					
ENTER CODE :	r3Rj r3Rj				
	MAKE PAYMENT CANCEL		Activ	vate Wind	
		Session will expire a	after : 9 minutes 20 second	Settings to a	

> User need to click on **OK** as shown in below figure.

1 11 11 15 11 1	🐐 📔 WELCOME, YOU ARE LOGIN AS : GUEST 📔
Pay Your Challan through Cyber Treas	ary, Govt of HP
	eChallan -: Challan Payment Gateway
EXCISE AND TAXATI	ON : ONLINE PAYMENT FACILITY THROUGH CYBER TREASURY, GOHP
DEPT :	114-Excise and Taxation
DDO:	114-MDI00-509 DEPUTY COMMISSIONER STATE TAXES AND EXCISE
DEPT REF. NO. :	REFCA20072022010845
TENDER BY :	Ishwari 🕀 himkosh.hp.nic.in
PERIOD FROM :	01-01-20 Are you sure to submit and make Payment.
SERVICES :	ID Cancel Amount Rs.
AMOUNT (₹):	1 (Rupees One )
PAYMENT TYPE :	e-banking      OManually
SELECT BANK :	PAYU - NetBanking / Debit Card/Cret 🗸
ENTER CODE :	r3Rj r <sup>3Rj</sup>
	MAKE PAYMENT CANCEL Activate Windows
	Session will expire after : 9 minutes 13 seconds

- User can select PAYMENT OPTION like UPI,Cards,Net Banking etc
  User need to click on UPI as shown in below figure.

← Back America Americ	Θ	<sup>3</sup> ™ English ▼
Choose a payment option Payable Now री •	Chlock Saved Option View your saved payment options	
Transaction Id: A23G216910	PAYMENT OPTIONS UPI Phonepe, Paytm, Google Pay and more Cond. (Coodit (Dobit)	>
	Cards (Credit/Debit) Pay using any credit or debit card  Net Banking Pay using any of 48 supported banks	>
	S WhatsApp	>

➢ User need to click any one here using PAYTM, click on PAYTM as shown in figure.

🔶 Back 🚔 HIMKOSH	니며 Pay by UPI ID / UPI Number	>
Enter Any UPLID	(GPW) Google Pay	>
	🕅 PhonePe	>
Transaction Id: A23G216910	🏓 внім	>
	РАУТМ	>
	Amazon Pay	>
	S WhatsApp	>
	Fi Money	>
	J Jupiter	>
	slice slice	Activate Windows
Payu By proceeding, you agree to your data being processed Policy I Edit your Preferences	per PayU's Privacy	safeKey activate

> User need to enter PAYTM ID & click on **PROCEED** as shown in below figure.

	🖙 Pay by UPI ID / UPI Number	<b>`</b>
← Back	(GPay) Google Pay	>
Proceed to pay	🕲 PhonePe	>
Payable Now ₹1 •	🏓 внім	>
Transection Id: A23G218910	м РАУТМ	×
	8051261825120@paytm	]
	MD TOUFIQUE ANSARI VERIFIED *	•
	Secure this option for faster checkouts	
	PROCEED	
	Amazon Pay	>
	-	Activate Windows
 Payu <sup>*</sup> By proceeding, you agree to your data being processed pu Policy I Edit your Preferences	ar PayU's Privacy	SafeKey version Settings to activate Windows.

> After payment through paytm user need to click on Continue as shown in below figure.

· · · · ·	· · · · · · · · · · · · · · · · · · ·	
	himkosh.hp.nic.in	
	The information you have entered on this page will be sent over an insecure connection and could be read by a third party.	
	Are you sure you want to send this information?	
	Continue	
		Activate Windows
		Go to Settings to activate Windows.
Read himkosh.hp.nic.in		

> User need to click on Home after payment as shown in below figure.

Transaction ID			
	1	A23G216910	
Bank CIN	:	17773128654	
Status	:	Successfully Completed	
Application Reference No.	:	REFCA20072023019845	
Amount (Rs.)		1.00	
Payment Date	:	20-Jul-2023 14:37:56	
Department Reference Number	:	REFCA20072023019845	
Bank Name	:	PYU	

> User need to check status after payment as shown in below figure.

	Department of State Government of Himacha	Taxes	and Excise sh	•								Session Time L	eft : 35:05	🖡 🇌 Ist	hwari
E Ret	tailer ~ 🗗 Reports ~	Q Vigila	ance v 🛛 🛱	Support ~										Retailer > Re	etailer In
10	•							Start Date 🗰 20-J	iul-2023	End Date	20-Jul-2023	Status .	All Search:	•	Search
S.No	• Indent No	Pass No	Pass Validity	Pass Approved On	Indent Date/Time	Retailer Code	Retailer Name	Wholesale Name	Info Status/Action	Payment Mode	Payment Status	Payment History	Remarks	Physical Pass C	Сору
1	IND2023DEPOLD3112433	NA	N/A	N/A	2023-07-20 02:19:06pm	2304957	L-10BB Testing	THAKUR WINE TRADERS	Applied for pass	ONLINE	SUCCESS	Payment Details	View		
						+ ML h	dent + Beer/	Vine/RTD/Cider Indent		-			F	Previous Ne	xt
				1133								Activate W Go to Settings	indow: to activa	s ate Window	VS.

#### How to Approve pass?

#### Login Circle officer:

> User required to fill valid credentials and click on Login button.

	Welcome! Please login to your account	
	User Name	4
Department of State Taxes and Excise	Password	۲
Government of Himachal Pradesh	Verification Code * 347.85 Get a new of	ode
	Enter Verification Code	U
	For	got password?
	Login	
A HILL AND A HILL AND A	→ Vigilance & Enforcement → RTI	
	→ Track Status → EoDB Dashboard	
	→ Download User Manuals → Third Party Verification	í
and the second	➔ Download Application Forms ➔ Excise Dashboard	
	➔ Download SOP Documents → Activity Videos	
「「「「「」」	→ Frequently Asked Questions → Download APK	
and the here and the second second	Don't have an account? Sign Up	
	Helpdesk Number: 91820579-73/74/78, 91820580-40/70/82 91820594-28/38	,

> User need to click on **Retailer** as shwon in below figure.

Department of State Taxes and H Covernment of Himachal Pradesh	Excise				Welcome: swaraj thakur(State Tax and Excise Officer)
	(1) Activity Dashboard	Froduction Dashboard	() Dathboard	License Management	and the second s
	C Brand / Label Registration	E Distillery	E Bottling Units	<u>E</u> Brewery	
	Wholesaler	FR Import Wholesaler	Winery	Retailer	
	요즘 한번 Hologram Procurement	The second secon	TI RTI	Q Vigilance	
	Record Managment	Revenue Management	O) Users	E Reports	Activate Windows
0.10.10.193/HPE/central/index.php/soa/getretailerLic	censee	R	where the second	1. 7. 1.0	Go to Settings to activate Windows. Powered by C-Tel Informations Prot. Ltd.

> User need to click on Retailer indent to wholesale as shown in below figure

	Departmen Government o	t of State Taxes and f Himachal Pradesh	d Excise								Session Time Left	: 59:51 🌲	swaraj tha	akur (J
**	🔏 Distillery 🗸	🛃 Bottling Unit 🗸	& Brewery ~	Q Wholesaler ~	import Wholesa	de 🗸 🛛 🛃 Winery 🗸	💵 Retailer ~	🧟 Hologi	ram Procurement 🗸	🔝 Appeals & Revisions 🗸	🕐 RTI 🗸	Q Vigiland	e ~ 🛛 🗘 Recor	rd 2 🔪 me
LIST O	LICENSE						List of License						Retailer > Lis	ist of License
10	*						Route Bar Indent to Ret	ailer	-			Search		
S.No *	Retailer Code	Retailer Name		License Name	License	Type Mobile Number	Retailer Indent to	Wholesale						
1	2302667	M/S ANANT RAM VERM	ЛА	ANANT RAM	VERMA L2	9999999999	Retailer Pass Exte	ension	ider nagar, Sundernag	ar-II,,Mandi,Himachal Pradesh,1	74033			
2	2302972	M/S ANANT RAM VERM	ЛА	ANANT RAM	VERMA L14	9999999999	Advance License	Fee	ur galu, sunder nagar, S	Sundernagar-II,,Mandi,Himachal	Pradesh,175018			
3	2302742	M/S ANANT RAM VERM	ЛА	ANANT RAM	VERMA L14	9999999999	Quota Conversion	i	gar, Sundernagar-I,,M	andi,Himachal Pradesh,175002				
4	2302980	M/S ANANT RAM VERM	ЛА	ANANT RAM	VERMA L14	9999999999	Quota Transfer		LONY, SUNDER NA	GAR, Sundernagar-II,,Mandi,Hir	nachal Pradesh,175	019		
5	2302969	M/S ANANT RAM VERM	ЛА	ANANT RAM	VERMA L14	9999999999	, dhanotu, di	nanotu , sunde	r nagar , Sundernagar-I	II,,Mandi,Himachal Pradesh,1750	002			
6	2302982	M/S ANANT RAM VERM	ЛА	ANANT RAM	VERMA L14	9999999999	, KANNAII	, KANNAID,	, SUNDER NAGAR, S	undernagar-II,,Mandi,Himachal	Pradesh,175019			
7	2302967	M/S ANANT RAM VERM	ЛА	ANANT RAM	VERMA L14	9999999999	, bhour, bho	ur, sunder nag:	ar , Sundernagar-II,,Ma	andi,Himachal Pradesh,175018				
8	2304107	M/S ANANT RAM VERM	ЛA	ANANT RAM	VERMA L14	9999999999	, kateru, kat	eru, sunder nag	gar, Sundernagar-II,,M	andi,Himachal Pradesh,175031				
9	2304848	Individual		Ishwari	L-10BB	4565656465	fads, df, adf,	dfa, Amb,,M	andi,Himachal Pradesh	1,465456				
10	2302779	M/S ANANT RAM VERM	ЛА	ANANT RAM	VERMA L14	9999999999	, khilda, khi	lda, sunder naj	gar , Sundernagar-II,,M	fandi,Himachal Pradesh,174401				
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											Activate '	Window		
											Go to Settin		ate Windows	S.
10.10.10.19	/HPE/central/ir	dex.php/site/ViewReta	ilerIndents										Powered by C-Tel Infos	systems Pet. Lte

> User need to click on Approve as shwon in below figure.

otivi	ty Dashboard 🗸 🛛 🔇	🕑 Production Dashboard 🗸	😗 Dashboard ~	🔲 License Man	agement ~	🔗 Brand / Lab	el Registration  ~	🛃 Distillery 🗸	📓 Bottling Unit 🗸	🛃 Brewery ~	Q Wholesaler 、	🖌 🝙 Import W	'holesale ~	🛃 Winer
IL	ER INDENT TO	WHOLESALE										Re	tailer > Retaile	er Indent to W
							Sta	rt Date 🛗 20-Jul	I-2023 E	nd Date 🛗 20-J	ul-2023	Status All		• Sea
	•											S	earch:	
•	Indent Number	Pass Number	Pass Validity	Pass Approved On	Indent Date/Time	Retailer Code	Retailer Name	Wholesale Name	Info Status/Action	Payment Mode	Payment Status	Payment History	Remarks	Physical Copy
	IND2023DEPOLD30	6884 PER202307202302	98011611 26- Jul-2023	20-Jul-2023 01:19:13 PM	20-Jul-2023 01:14:09 PM	2302980	M/S ANANT RAM VERMA	SHALINI WINE	Pass Issued			Payment Details	Remarks	
	IND2023DEPOLD31	12433 NA	NA	NA	20-Jul-2023 02:19:06 PM	2304957	L-10BB Testing	THAKUR WINE TRADERS	Approve Applied for Pass	ONLINE	SUCCESS	Payment Details	Remarks	
													Previ	ous Ne

User need to select Valid up to date ,Entered Remarks & click on Approve Pass as shown in below figure.

Activity Dashboard 🐱	() Production Dashboard ~	0	Dashboard ~	El License M	anagement 🗸	Brand / Label R	legistration ~	& Distillery ~	Bot	tling Unit 🗸	E Br	ewery ~	Q Wholesa	ler 🗸 🙆	Import Wholesale 🗸	Wine Wine
AILER INDENT T	O WHOLESALE										<u>È a</u>		8		Retailer > Retai	Jer Indent to
		Ap	prove Pa	ISS										Status	All	•
*		S.No	Brand Number	Product Name		Pack Quantity / Size In ml	Quantity Cases	Quantity Bottles	Total Bottles	Category	Total PPL	Total BL			Search:	
o 🌥 Indent Number	Pass Number	1	0185	KIBBA 4 SUPE BEER	RIOR MILD	24/500	2	0	48	BEER.	0	24	ent	Payment H	istory Remarks	Physics Copy
IND2023DEPOL	D306884 PER202307202	Total	Quantity				2	0	48			24		Payment 1	Details Remarks	
IND2023DEPOL	D3112433 NA		Pass Nu Check I	mber* ?ost	PER20230720 adad	02304957116	Valid 1	Up To •	31-Jul-23				CESS	Payment 1	Details Remarks	
			Remark	a• [	ok	h.									Prev	rious 1
		<						-					>			
						Ар	prove Pass									
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▶ User need to click on **OK** as shown in below figure.

Department of State Taxes and E Government of Himachal Pradesh	Excise				Se	ssion Time Left : 54:28 🌲 🕋	swaraj thakur 🕐
nt 🔇 🚡 Dutillery - 🛛 🗟 Bottling Unit - 🖉	5 Brewary - Q Wholesaler - 🔗	Import Wholesale 🗸 🔛 Winery 🗸	🛓 Retailer 🗸	🧷 Hologram Procurement 🗸	🖾 Appeals & Revisions 🗸	🛞 RTI -> Q Vigilance -> Retailer -> Retailer	Record 2 me
10 -	Approve Pass	Pack Quantity / Size Quan	tity Quantity	Total Total	Total	Status All Search:	* Search
S.No * Indest Number Pass Number 1 IND2023DEPOLD346584 PEE302307702 2 IND2023DEPOLD3112435 NA	2.30 Number Front A the 1 0185 BEER Total Quantity Fass Number* Check Post Remarks* gd	Ja mi     Case       OR MILD	Bottles	Bottles Cargory PPL 0 0 0K	BL	Payment History Remarks Payment Details Remarks Payment Details Remarks Payment Details Remarks Payment Details Remarks	Physical Pass Copy
	<	0	)		~		

Pass Approved Successfully

How to dispatch Stock to Retailer?

- L1 Depot Manager
  - Login:
  - User required to fill valid credentials and click on Login button.

	Welcome! Please login to your account
	User Name
Department of State Taxes and Excise	Password
Government of Himachal Pradesh	Verification Code * Get a new code
	Enter Verification Code
	Forgot password
	Login
CONTRACT CONTRACT	→ Vigilance & Enforcement → RTI
	→ Track Status → EoDB Dashboard
	→ Download User Manuals → Third Party Verification
A REAL PROPERTY OF THE REAL	→ Download Application Forms → Excise Dashboard
	→ Download SOP Documents → Activity Videos
	→ Frequently Asked Questions → Download APK
and the second s	Don't have an account? Sign Up
The second second second	Helpdesk Number: 91820579-73/74/78, 91820580-40/70/82, 91820594-28/38

## ➢ User need to click on Stock Dispatch tab as shown in below figure.

23	Po	Po	B	
Master Data	Procurement	Permits	Stock Receipts	
	_	<b>C</b> :		
Stock Dispatch	Stock	Reports	Support	
	The second second			

> User need to click on Retailer pass as shown inn below figure.

	Department of Star Government of Himacl	te Taxes and Excise hal Pradesh						Session Time Left : 59	:56 🌲	A Thak	ur wine 🕐
E M	aster Data 🗸 🎤 Procurem	ient -> 🖉 Permits -> 🗟 S	itock Receipts 🗸	🗇 Stock Dispatch 🗸	🗟 Stock 🗸 📝 Reports 🗸	🕏 Support 🗸					
RETA	ILER PASS	CAR.		Retailer Indent						štock Dispatch	> Retailer Pass
				Ketaller Pass	Start Date 🛗 20-Jul-20	23	End Date 🗰 20-Jul-2023	Pen	ding	-	Search
10	*								Search:		
S.No	Indent Number	Pass Number	Pass Validity	Pass Approved On	Indent Date&Time	Retailer Code	Retailer Name	Approved Date	Action	Status	Print
1	IND2023DEPOLD3112411	PER20230623230296711571	30-Jun-2023	23-Jun-2023 10:24:06 AM	23-Jun-2023 10:22:29 AM	2302967	M/S ANANT RAM VERMA	NA		Approve	Ð
2	IND2023DEPOLD3112410	PER20230623230296711570	30-Jun-2023	23-Jun-2023 10:16:38 AM	23-Jun-2023 10:12:21 AM	2302967	M/S ANANT RAM VERMA	NA		Approve	Ð
3	IND2023DEPOLD3112409	PER20230623230266711568	30-Jun-2023	23-Jun-2023 10:05:01 AM	23-Jun-2023 10:03:43 AM	2302667	M/S ANANT RAM VERMA	NA		Approve	0
4	IND2023DEPOLD3112408	PER20230623230266711567	30-Jun-2023	23-Jun-2023 10:02:12 AM	23-Jun-2023 10:00:19 AM	2302667	M/S ANANT RAM VERMA	NA		Approve	₽
5	IND2023DEPOLD3112407	PER20230622230266711566	30-Jun-2023	22-Jun-2023 06:49:04 PM	22-Jun-2023 06:47:06 PM	2302667	M/S ANANT RAM VERMA	NA		Approve	₽
6	IND2023DEPOLD3112406	PER20230622230266711565	30-Jun-2023	22-Jun-2023 06:36:19 PM	22-Jun-2023 06:37:44 PM	2302667	M/S ANANT RAM VERMA	NA		Approve	0
7	IND2023DEPOLD3112404	PER20230622230266711564	30-Jun-2023	22-Jun-2023 06:30:49 PM	22-Jun-2023 06:31:39 PM	2302667	M/S ANANT RAM VERMA	Activate \	Vindo	Approve WS	₽
ę	INID2022DEBOI D3112400	PEP 20130622230296711562	30 Jun 2023	22 Jun 2023 05-09-50 DM	22 Jun 2023 05-07-48 BM	2302967	M/S AMANT P AM VEPMA	Go to Setting	is to act	Approve	ows.

> User need to click on Approve first then OK as shown in below figure.

Image: Start Date End Date End Date Image: Conductions Fending Pending Image: Conductions   Image: Start Date Mater Mater Pass Validity Pass Approved On Indent Date&Time Retailer Cond Retailer Name Approved Date Action Start Date   Image: Start Date PER2023072023049571161 01-Aug-2023 02-Jul-2023 02:19:06 PM 2304957 L-10BB Testing NA Image: Start Date   Image: Start Date PER2023072023049571161 01-Aug-2023 02-Jul-2023 02:19:06 PM 2304957 L-10BB Testing NA Image: Start Date   Image: Start Date PER203072023049571161 01-Aug-2023 02-Jul-2023 02:19:06 PM 2304957 L-10BB Testing NA Image: Start Date   Image: Start Date PER203072023049571161 01-Aug-2023 02-Jul-2023 02:19:06 PM 2304957 L-10BB Testing NA Image: Start Date   Image: Start Date PER203072023049571161 01-Aug-2023 02-Jul-2023 02:19:06 PM 2304957 L-10BB Testing NA Image: Start Date   Image: Start Date PER2003072023049571161 01-Aug-2023 02-Jul-2023 02:19:06 PM 2304957 L-10BB Testing NA Image: Start Date   Image: Start Date PER2003072023049571161 01-Aug-2023 02-Jul-2023 02:19:06 PM 2304957 L-10BB Testing NA Image: Start Date   Image: Start Date PER2003072023049571161 01-Aug-2023 02-Jul-2023 02:19:06 PM 2304957 L-10BB Testing NA Image: Start Date <th>] м ГАІ</th> <th>Department of Stat Government of Himach aster Data ~ 🖉 Procureme LER PASS</th> <th>e Taxes and Excise al Pradesh at ~ / Remain ~ R S</th> <th>itock Receiptz 🔻</th> <th>IO.10.10.193 says</th> <th></th> <th>ОК</th> <th>]</th> <th>Session Time Left :</th> <th>59:48 🌲</th> <th>Tha</th> <th>kur win</th>	] м ГАІ	Department of Stat Government of Himach aster Data ~ 🖉 Procureme LER PASS	e Taxes and Excise al Pradesh at ~ / Remain ~ R S	itock Receiptz 🔻	IO.10.10.193 says		ОК	]	Session Time Left :	59:48 🌲	Tha	kur win
No     Indext Number     Pass Number     Pass Validity     Pass Approved On     Indext Date&Time     Retailer Code     Retailer Name     Approved Date     Action     Status       IND 2023DEPOLD3112433     PER20230720230495711614     01-Aug-2023     20-Jul-2023 03:26:50 PM     20-Jul-2023 02:19:06 PM     2304957     L-10BB Testing     NA     Approve		*				Start Date 🛗 20-Jul-2	023	End Date 🛗 20-Jul-2023	P	mding Security	*	Sear
IND2023DEPOLD3112433         PER20230720230495711614         01-Aug-2023         20-Jul-2023         02-Jul-2023         02:19:06 PM         2304957         L-10BB Texting         NA         Approve	Ňo	Indent Number	Pass Number	Pass Validity	Pass Approved On	Indent Date&Time	Retailer Code	Retailer Name	Approved Date	Action	Status	P
Previous		IND2023DEPOLD3112433	PER20230720230495711614	01-Aug-2023	20-Jul-2023 03:26:50 PM	20-Jul-2023 02:19:06 PM	2304957	L-10BB Testing	NA		Approve	1
											Previous	Ne

User need to click on Complete first appearing a pop-up entered all Mandotary fields & click on Submit as shown in below figure.

Master Data ~ 🛛 🔗 Procurement ~	🖉 Permits ~	tock Receiptz 🗸 🗍 🗇	Stock Dispatel	h ~ 🛛 🖻 Stoc	k Y	🗗 Repo	nts ~	R Support ~						
AILER PASS	-												Stock Dispatch	> Retaile
		Pass Details								S 0-Jul-2023		Pending	-	Search
		Enter The Vehicle Num	ber* SD34	43434								Errord		20220404
		Make of Vehicle										Jearci	. [FER2025072	.023049.
io Indent Number Pass Nu	ımber	Model of Vehicle									Approved Date	Action	Status	Prin
IND2023DEPOLD3112433 PER202	130720230495711614	Route*	adad	,ssds,fsffdf							20-Jul-2023	Complete	Pending	e
		Email Id*	[ishu(	@gmail.com									Previous	Next
		Phone Number*	7353	341180										
		Product Name		Brand Number	Size in ml	Quantity in cases: i	Quantity n bottles:	Issued Quantity in cases:	Issued Quantity in bottles:					
		KIBBA 4 SUPERIOR	MILD BEER	0185	500	2	0	2	0					
					Sut	bmit								
17				and a	11	in the second se			1207	111.	· gire	10.5		
htte 2023 HPE BUILD V9.1.1.11													Powered by C-Te	d Infosyster

> User need to click on OK as shown in below figure .

Department of State Taxes and Excise Government of Himachal Pradesh	took Receipts	Session Time Left : 58:50 🛕 🏟 Thakur wise 🔱
10     -       S.No     Indent Number     Pass Number       1     IND2023DEPOLD3112433     PER20230720230495711614	Pass Details Eater The Vehicle Number* SD343434 Make of Vehicle Model of Vehicle Roote* add_sxds_fnffdf Email Id* inhu@gmail.com Phone Number* 7353341180 Product Name Brand Number Size Quantity Issued Quantity Insued Quantity In bottles: In bottles	2023 Pending Scarch Scarch PER2023072023049573 Approved Date Action Status Print 20.Jul-2023 Complets Pending E Previous Next

▶ User need to check status select Complete & click on Search button as shown in below figure.

	-			Start Date	20-Jul-2023	End Date 🗎 20-	Jul-2023	Completed	
I	Indent Number	Pass Number	Pass Validity	Pass Approved On	Indented Date Time	Retailer Code	Retailer Name	Completed Pending	us
n	ND2023DEPOLD3112433	PER20230720230495711614	01-Aug-2023	20-Jul-2023 03:26:50 PM	20-Jul-2023 02:19:06 PM	2304957	L-10BB Testing	20-Jul-2023	Stock Is
							Activ	vate Window	WS
							Activ Go to	vate Windov Settings to acti	WS

> User need to check status stock issue successfully as shown in below figure.

Master Data >	Procurement ~		ceipts v 🗇 Stock I	jispatch ∨ 🛱 Stock ∨ [	⅔ Reports ~ 💀 Support ~		Stock Dispatch	> Transport Pass > Con	npleted Retailer
				Start Date	20-Jul-2023	End Date 🗰 20-J	ul-2023	Completed	• S
-								Search:	
o Indent N	amber	Pass Number	Pass Validity	Pass Approved On	Indented Date Time	Retailer Code	Retailer Name	Approved Date	Status
IND20231	DEPOLD3112433	PER20230720230495711614	01-Aug-2023	20-Jul-2023 03:26:50 PM	20-Jul-2023 02:19:06 PM	2304957	L-10BB Testing	20-Jul-2023	Stock Issu

# Thanks