

DEPARTMENT OF STATE TAXES AND EXCISE GOVT OF HIMACHAL PRADESH



S1-AA /S1-F TO S1-C

User Reference Manual

C-TEL INFOSYSTEMS PVT. LTD Hyderabad, Telangana

S1-AA /S1-F Retailer Login:

	Please	Velcome!	nt
	User Name		4
iner Ale var	Password		۲
Department of State Taxes and I	Excise Verification Code *	98341	Get a new code
Government of finnachai Fra	Enter Verification Code		U
	Enter OTP		Get OTP
	and the second sec		Forgot password
		Login	
AN HUS Share -	→ Vigilance & Enforcement	→ RTI	
	→ Track Status	→ EoDB Das	shboard
	→ Download User Manuals	→ Third Par	ty Verification
	→ Download Application Forms	→ Excise Date	shboard
	→ Download SOP Documents	➔ Activity V	ideos
	→ Frequently Asked Questions	> Download	APK
the second second	Don't	have an account? Sign U	p
and the states	Helpdesk Number: 9182057 9182059	79-73/74/78,9182058 04-28/38	0-40/70/82 ,
right © 2022. All rights prograd		Roward by C T	al Informations Bud I til

> User need to provide valid credentials as shown in above figure and click on Login.

		Click here to char	oday, please change password. age password.		
		ß	Q	₽₩	
	Retailer	Reports	Vigilance	Support	
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> User need to click on the "**Retailer**" tab in the below figure

Department of State Taxes and Excise	
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Department of State Taxes and Excise Government of Himschal Pradeb	
	Welcome: SRIVANI (Vend)
	allers 1 2
Image: Constraint of the second sec	
> From the Navigation bar User need to click on the Retailer tab an	d Click on the
"Indent to Wholesale" tab	
Department of State Taxes and Excise Government of Himachal Pradesh	Session Time Left : 59:54 🌲 👫 SRIVANI
E Ketsiler v 🗗 Keports v 🔍 Vigilance v 🕼 Support v	
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Waller Balance 6 Refailer Name License Nyme Mobile Number Mail Address Index to Wholenab GUD FNE SRIVANI S1-AA 534444444 SRIVANI L@CTEL IN ,U,OI,OI, Kmsra, Kmsra, Him	iachal Pradesh,211111
	Previous
Choose the Add Beer/ Wine/ RTD /Cider Indent option	
 Choose the Add Beer/ Wine/ RTD /Cider Indent option Department of State Taxes and Excise Converted Wine deliberto 	Section Time Left : 5948 🍙 🔗 SRUVANI 🕐
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After clicked on the Beer/Wine/ RTD /Cider Indent option User need to select the Wholesale name under wholesale drop down

Department of State Taxes and Excise Government of Himachal Pradesh	Select Wholesale	Sension Time Left : 59.42 🌲 縃 SRIVANI 🕛
E Retailer > 🗗 Report > Q Vigilaace > 🐻 Support >	Please Select Wholesale	a Retailer > Retailer ladeat
10 T	Finas Solet Wholesale WDNEXY (149) Wase Dommy (1036)	End Dans 18/Jul 2023 Status Payment Peeding + Search Search
SNo* Indent No Pass No Pass Validity Pass Approved On Indent Date/Time No data available	SI-CV Monitaria (155) R MENOCHA INDUSTRIES (1855) SOLAN FOOD FRODUCTS PRIVATE LIMITED (1071)	Payment Mode Payment Status Payment History Remarks Physical Pass Copy
	+ Bill Index + BeerWaaRTDCole Index	Previou Nest

> Click on the **Submit** button on the wholesale drop down pop up page

Department of State Taxes and Excise Government of Himachal Pradesh	Select Wholesale	Series Time Left (59.34 🌲 🌴 SRIVANI 😃
E Renaler v 🖉 Report v 🔍 Vigilance v 🐻 Support v RETAILER INDENT	WINTERY (3149)	Retniker ≯ Retniker fadent
10 *		End Date 🖆 15-7al-2023 Status Peymet Peeding * Sourch
S.No* Indent No Pass No Pass Validity Pass Approved On Indent Date/Time No data available	Retailer Code Retailer Name Wholesale Name Info Sta	nut/Action Payment Mode Payment Status Payment History Remarks Physical Pass Copy
	+ IML ladest + BeerWiseRTDCides ladest	Predom

> S1-AA Retailer before raising the Indent to S1-C mandatory to select the route in the below screen

				Invoice Amo	ount(Ks.) Details						
WIN	ERY				Total PPL			0			
18-Ju	1-2023				Total BL:			0			
SRIV	ANIL@CTEI	LIN			Total RED			0			
9182	492583				Total ETD			0			
					Total ARED			0			
					Total Milk Cess			0			
					Total Value			0			
					Route*		- Г	Please Select			
	Brand Co	de/Brand Name						HTIUVIJ100			
Category	Size in ml	Pack Type	IML CASES BOTTLES	BEER CASES BOTTLES	Total Bottles	EDP per Case	PPL/BL per Case	RED per PPL (Ra)	ETD / Milk Cess per Bottle (Rs)	ARED per Bottle (Rs)	MRP (Rs)
											Cancel
	WEM	WINERY I3-3al-2023 SRIVANIL (RCTEI	WINDERY 18-ba-2023 SBIVANLIJJCTEL DN 9132-452:53 Brand Code / Brand Name Brand Code / Brand Name Category Size Band Paid:Type	WENERY IS-50-2023 SETUCANIL (2,CTEL EN 9182492383	WD/ERY 15-bal2023 SERVANTL_RCTEL_EN 9132492583 PHERMCCode/Brand Name Brand Code/Brand Name Category Sam Sam CASES BOTTLES CASES BOTTLES	WDPERY Total PPL 18-50-2023 Total BL+ SEVANIL_RCTEL DN Total RED 912-422183 Total AKED Intel AKED Total Yabs Reset* Reset* Intel AKED CASES BOTTLES Intel Bernin Total Bernin	WDPERY Teol PPL 113-bal-2023 Teol BL* SERVANTLEQCTEL.DN Teol AED 9132492583 Teol AED 9132492583 Teol AED Teol AED Teol AED 1 Teol AED	WINTERY Teal PPL 18-hd-2023 Teal BPL SBUVANLE_CTEL_DN Teal RED 9182482583 Teal RED 9182482583 Teal ARED Teal ARED Teal ARED Teal ARED Teal ARED Teal ARED Teal ARED Rest: Teal ARED Category Size Paint Type Name CATES BOTTLES Teal Botte.	WDTERY Teal PPL 0 15-bil-2023 Teal BL* 0 SBUXUNIL_GCTEL DN Teal RED 0 918242233 Teal RED 0 918242233 Teal ARED 0 918242233 Teal ARED 0 Freed ARED 0 0 Freed Code/ Bread News 0 0 Freed Code/ Bread News 0 0 Category Size Pack Type IAL ARER Teal Botics EDP PFL-REL RED VEND CAXES (BOTTLES CAXES (BOTTLES Teal Botics EDP PFC-RE PFC (B)	WENEXY Teul PFL 0 18-50-2023 Teul BLs 0 SEVIANLIGCTEL IN 0 0 918242253 Teul RED 0 918242253 Teul ARED 0 10 Teul ARED 0 918242253 Teul ARED 0 10 Teul ARED 0 11 Teul ARED 0 12 Teul ARED 0 13 Teul ARED 0 14 Teul ARED 0 15 Teul ARED 0 15 Teul ARED 0 15 Teul Vale 0 17 Teul Vale 0 18 Teul Vale 0 19 Teul Vale 0 100 Teul Vale </td <td>WENERY Test PPL 0 18-50-2023 Ferd BL+ 0 0 SEVIANIL_ECTEL DN 0 0 0 918242233 Ferd ARED 0 0 0 918242233 Ferd ARED 0 0 0 0 918242233 Ferd ARED 0</td>	WENERY Test PPL 0 18-50-2023 Ferd BL+ 0 0 SEVIANIL_ECTEL DN 0 0 0 918242233 Ferd ARED 0 0 0 918242233 Ferd ARED 0 0 0 0 918242233 Ferd ARED 0

After choosing the Route user need to select the Brand code under Brand code /Brand Name drop down

Indent Retailer Code - GUD FNE (2304868)									
	Invoice A	mount(R	s.) Details						
Wholesaler's Name	WINERY	Tot	al PPL			0			
Date	18-Jul-2023	Tot	al BLs			0			
Email Id	SRIVANI L@CTEL IN	Tot	al RED			0			
Mobile No	9182492583	Tot	al ETD			0			
Total Cases		Tot	al ARED			0			
Total Bottles		Tot	al Milk Cess			0			
		Tot	al Value			0			
Vehicle Number		Ro	ute*			HTIUVIJ100			~
	Brand Code / Brand Name					Brand No	ıme		
04									
WONDER WYNE APPLE WINE(575ml) (0460) (PP) (G)(0) GOLD HOME RHODODENDRON WINE(575ml) (0454) (PP)	©(0)								
MINCHY'S CIDERICK SPARKLING APPLE CIDER(650ml) (WONDER WYNE APPLE WINE(750ml) (0460) (QQ) (G)(0)	0467) (BS) (O)(0)		Total Bottles	EDP per Case	PPL/BL per Case	RED per PPL (Rs)	ETD / Milk Cess per Bottle (Rs)	ARED per Bottle (Ra)	MRP (Rs)
MINCHY'S CIDEKICK SPARKLING APPLE CIDER(330ml) (0467) (UP) (0)(0)					,			
Attention apendia									
									Cancel

User can able to enter the Cases Count under Quantity Cases Text Field & Bottles Count under Quantity Bottles Text Field

		indent Retailer C	ode - GUD FNE (2304	868)																	
NNRAY	Audor Yane VUERY Find PFL 0 • 104 4000 0 0 • 104 4000 0 0 • 104 4000 0 0 • 104 500 0 0 • 104 500 0 0 • 104 500 0 0 • 104 500 0 0 • 104 500 0 0 • 104 500 0 0 • 104 500 0 0 • 104 500 0 0 • 104 500 0 0 • 104 500 0 0 • 104 500 0 0 • 104 500 0 0 • 104 500 0 0 • 104 500 0 0 • 104 500 0 • 100 500 0 • 100 500 0 • 100 500 0 • 100 500 0 • 100 500 0 • 100 500 0 • 100 500 0 • 100 500 <th></th> <th></th> <th></th> <th></th> <th></th> <th></th> <th>Invoice Am</th> <th>ount(Rs.) Details</th> <th></th> <th></th> <th></th> <th></th> <th></th> <th></th>							Invoice Am	ount(Rs.) Details												
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040 WXXXXE RVYIVE APPLE WXXE Size rP (275) Fock Type - 0 Countly Cases Bottles Reset Name Cates Bottles EEER Teal Bottles EDP PT P.BL RED MED (Note) AED (Note)	WONDER WINDE APPLE WINE Size - FP (275) Pock Type - 0 Colspan="6">Colspan="6">Colspan="6">Colspan="6">Colspan="6">Colspan="6">Colspan="6">Colspan="6">Colspan="6">Colspan="6">Colspan="6">Colspan="6">Colspan="6">Colspan="6">Colspan="6">Colspan="6">Colspan="6">Colspan="6"Col				Brand Cod	le / Brand Name						Brand N	ame								
Size PP (275) Peek Type - 0 Quantity Cases Bottles P Add Exact Add Exact Read Name Category Size Prix Type Distribution (Colspan="6">Distribution (Colspan="6") Distribution (Colspa="6") Distribution (C	Size - PP (75) Pock Type - 0 Quantity Cases Bottles	0460							WONDER WYNE APPLE	WINE											
Retailer Details per con	Retailer Details Go to PC settings to activate Windows	Add Reset Brand Code	Brand Name	Category	Size in ml	Pack Type	DAL CASES/ BOTTLES	BEER CASES BOTTLES	Total Bottles	EDP per Case	PPL/BL per Case	RED ner PPI. (Rs)	ETD / Milk Cess ner Bottle (Rs)	ARED ner Bottle (Rs)	MRP (Rs)						
Go to PC settings to activate WirRacel	Go to PC settings to activate V/IF Cancel	Retailer Detail	ls							,											
													Go to P	C settings to activat	e Win Cansel						

- If they can enter the Cases /Bottles count click on "ADD" button by default all the details like EDP, Milk Cess, ARED of the Brand code visible in the Below Screen
- ➢ Need to click on the "Preview" Button

					Invoice Amo	unt(Rs.) Details						
'holesaler's Name	WINERY					Total PPL			0			
ste	18-Jul-2023	3				Total BLs			9			
nsil Id	SRIVANIL	@CTEL IN				Total RED			0			
obile No	918249258	3				Total ETD			0			
otal Cases	1					Total ARED			0			
otal Bottles	0					Total Milk Cess			120			
						Total Value			120			
ehicle Number						Route*			HTIU100			
	В	rand Code / Brand	Name						Brand	Name		
Type Brand Number/Brand Name												
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	RED per PPL (R1)	ETD / Milk Cess per Bottle (Rs)	ARED per Bottle (Rs)	MRP (Rs)
0460 WONDER WYNE	APPLEV	375 24	G	1 0	0 0	24	2310.00	9.00	7.00	0 / 5	0	205

> User need to click on the "Save" Button on the view pop up page

1 Total ARED 0 0 Total ARED 120 0 Image: Constraint of the state of the sta	9182492583							Total ETD			0	
0 Total Milk Cess Tota	1							Total ARED			0	
Brand Code Brand Name Size in Pack Quantity in Quantity in Quantity in Bottles(IML) Quantity in Quantity in Quantity in Bottles(BEER) Brand WONDER WYNE APPLE WYNE APPLE 375 24 G 1 0 0 0 Save Save	0							Total Milk Cess			120	
Brand WONDER WYNE APPLE 375 24 G 1 0 0 Save pory Size Pack Type IML REER Total Bottles EDP PFL/BL RED ETD / Milk Cess		Brand	Code Brand	Name	Size in ml	Pack Type	Quantity in Cases(IML)	Quantity Bottles(IM	in IL)	Quantity in Cases(BEER)	Quantity in Bottles(BEER)	, , , , , , , , , , , , , , , , , , , ,
gory Size Pack Type IML BEER Total Bottles EDP PPL/BL RED ETD/MBIK Cess	Br	and 0460	WONE WINE	DER WYNE APPLE	375 24	G	1	0		0	0	
	egory	Size	Pack Type	IML		BEER	s	ave Total Bottles	EDP	PPL/BL	RED	ETD / Milk Cess
	WINE	375 24	2	1 0		0	0	24	2310.00	9.00	7.00	0 / 5

- > After click on the save button "Indent submitted successfully"
- User will get the confirmation pop up message "Successfully Submitted The Order With Indent Number "

▶ User need to click "Ok" button on the Confirmation pop up page .

to Zimbra: Inbox (7) BPCL HP c	d ^a CTIS Workspace 👖 Dashboard [Jenkins] 📷 De	central.hpfsproject.com says Successfully Submitted The Order IND2023DEPOLD314980	With Indent Number		
Wholesaler's Name	WINERY			0	
Date	18-Jul-2023		Total BL:	9	
Email Id	SRIVANI.L@CTEL.IN		Total RED	0	
Mobile No	9182492583		Total ETD	0	
Total Cases	1		Total ARED	0	
Total Bottles	0		Total Milk Cett	120	
Vekicle Number	BrandCode Brand Name 0460 WONDER WYNE APP	Size in Pack Quantity in Type Cases(IML)	Quantity in Quantity in Case(BEER) Bottlet(IAIL) 0	Quantity in Bottle:(BEER) 0	``
Braad Code Braad Name C Gado VPONDER WYNE APPLE Y Retailer Details	Stee Pack Type 13.0L is ad CASES BOTTL VEVE [375] 24 E	ES EER CASES BOTTLES	Total Bottles EDP P71.28. pre Core pre Core 24 2310.00 9.00	RED FTD / Milk Cess per FFL (Rs) per Bottle (Rs) [7:00] [0] / [5]	ARED AREP (Rs) per Bottle (Rs) 200
				Activ Ge te F	Preview Cancel ate Windows Coeffingence arthreste Windows

- > After Raising the Indent in below screen Indent Number is visible along with the status
- While Creating the indent from S1-AA /S1-F to S1-C collecting only Milk Cess instead of License Fee and Milk Cess for Civilian Wine & Cider
- While Creating the indent from S1-AA /S1-F to S1-C collecting for Foreign /Import Wine & Cider

] Retai	ler ~ 📝 Reports ~	QV	igilance ∨	B Suppor	1 ~								Retaile	· > Retailer In
)	•					Start Date	18-Ju	1-2023	End Date 🛗	18-Jul-2023		Status Payment Per	ding	Search
.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 Copy
	IND2023DEPOLD314980	NA	N/A	N/A	2023-07-18 02:25:56pm	2304868	GUD FNE	WINERY	Pay Milk Cess Amount Cancel Indent			Payment Details	View	
						- DIT IS		2007/Wine/PTD/	Cidor Indont				Previous	Next

- > User can pay the Milk cess by clicking on the Pay Milk cess Amount button
- > In Payment Details view pop up page user can pay the amount through wallet

	Depa Govern	rtment of Stat	e Tax	es and I desh	Excise								Sessi	on Time Left : 59:17	🛊 🎢 srivani 😃
LI Re	tailer ~	🗗 Reports ~	Q Vi	gilance 🗸	Suppor	rt ~									
RETAI	LER IND	ENT					Payment Deta	ils		×					Retailer > Retailer Inder
							Payee Name		GUD FNE		8-Ju1-2	2023		Status Payment Per	nding - Search
10	•						Payment Status		Pending					Search	:
S.No	Indent N	0	Pass No	Pass Validity	Pass Approved	Inder	Service Name	Head	Fee (₹)	Wallet Balance (₹)	Pa	iyment ode	Payment Status	Payment History	Remarks Physical Pass Copy
-					UI		License Fee	0039-00-105-01	0	0					
1	IND202	3DEPOLD314980	NA	N/A	N/A	2023-02:25	Add. License Fee	0039-00-105-03	0	0				Payment Details	View
							Milk Cess	0039-00-104-04	120	79711					
							Total Payable Amount From Wallet (र):	120	_						Previous Next
										Pay From Wallet					

- After click on the "Pay from wallet" button User will get the Confirmation pop up message with "Payment Deducted from the wallet"
- > Click on the "ok" button on the Pop up page
- > After click on the "ok" button amount to be Deducted from the wallet

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> User can able to see the Payment Details by click on the "Payment Details" button in the below screen

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 User can do the payment through wallet status will be changes from "Pay Milk Cess Amount "to Applied for Pass

and a second	Department of State Government of Himachal	Taxes I Prades	and Ex	cise							s	ession Time L	.eft : 59:53	A 1	SRIV/	NI (
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Circle Officer Login:-

> User need to provide valid credentials as shown in above figure and click on Login.

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Government of Himachal Pradesh	37485		U
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> Click on the "**Retailer Tab** " on the Dash board

(1) Activity Dashboard	Froduction Dashboard	(1) Dashboard	License Management	-
C Brand / Label Registration	الله Distillery	Ed Bottling Units	Brewery	
R Wholesaler	E Import Wholesaler	E Winery	Retailer	
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> Choose the "**Retailer Indent to wholesale** " sub tab under Retailer Tab

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- After click on the Retailer Indent to Wholesale tab user can bale to see the below screen
- Click on the "**Approve**" button for Aprroval

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	1	IND2023DEPOL	D314980	NA	NA	NA	18-Jul-2023 02:25:56 PM	2304868	GUD FNE	WINERY	Approve Applied for Pass		SUCCESS	Payment Details	Rema	ks

- > In Approval Pass view pop up page user can choose the **Valid upto**
- > Need to enter the **Remarks** on the Approval Pass view pop up page
- click on the "Approve Pass" Button on the Approval Pass view pop up page

Activity Dashboard >	machal Pradesh Production Dashboard	> (1) Dashhoard	License Managem	ent v 🖉 Brai	ud / Label Registra	tion v E 1)istillery v	Bottli	ne Lett : 59: ine Unit v		wery ~	O Wha
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- After given the approval from Circle Officer status will be changes from "Applied for Pass "to Pass Issued
- Pass Number also generated against the Indent number user can able to see the Pass number in the below screen

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S1-C Manager Login:-

> User need to provide valid credentials as shown in above figure and click on Login.

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> After click on the Approve button user will get the confirmation pop up message on the below screen
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- After click on the Submit button User will get the Confirmation pop up message with "Completed successfully"
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