



DEPARTMENT OF STATE TAXES AND EXCISE GOVT.OF HIMACHAL PRADESH



Monthly Stock Returns Reports

User Reference Manual

C-TEL INFOSYSTEMS PVT. LTD Hyderabad, Telangana



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1.Overview:

- Implementation Of An E-Governance Systems for Excise Functions Of "Department Of State Taxes and Excise Government Of Himachal Pradesh"
- The Purpose of This Document Is to Provide a Detailed Description to The User Which Helps to Perform generation of monthly stocks reports as shown below.

2.Helpful Resources:

2.1 System Requirements:

Operating System

• Ubuntu Version No:20.0.4

Connectivity

• For Data Transmission There Should Be Connectivity Installed at Location

Browser:

• Application Is Compatible with Latest Mozilla and Chrome

2.2 Help and Contact Information



• User required to click on monthly stock returns and select from M-69 as shown in above figure.

🔳 Master Data 🗸	🔗 Procurement ~	() Blending ~	B Holograms ~	📕 Lab 🗸	🔒 Bonded Warehouse 🗸	🗊 Dispatches 🗸	Over Time Process	🛛 🖉 Reports 🗸	Dig Monthly Stock Returns
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		To D	ate		04-May-2022				
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• Form M-69 page will be displayed as shown in above figure and user required to select date and click on print icon.



Form M-69 report will be displayed as shown in above figure and user need to

- 1. click on checkbox of final stocks
- 2. enter remarks.
- 3. User need to click on submit button as shown in above figure.



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- The submitted report will be displayed as shown in above figure.
- The submitted report can be displayed in others as shown in next page.

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• User required to click on others tab and select Stocks Returns & Pass Filling

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• The stocks returns & pass filing will be displayed as shown in above figure.

Excise officer:

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• User required to click on monthly stock returns and select from M-69 as shown in above figure.

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• Form M-69 page will be displayed as shown in above figure and user required to select date and click on print icon.



FORM M-69

Monthly return of bottling operations (To be submitted to the Excise Inspector by the licensed vendor not later than the 2nd of every month) Name of Bottler------Licensed at -------under licence form No.----

Date: 02	2-May-2022 T	o: 03-Ma	ay-2022									EXCEL DO	OWNLOAD
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Month	Description of spirit	Last balance proof litres	Received for bottling proof litres	Total columns 3 and 4	Issued for bottling litres	Dozens and bottles	Alcoholic strength	Capacities	Total Proof litres bottled	Excess or loss in bottling Difference of columns 6 and 10	Description of spirit	Proof litres Difference of columns 5 and 10	Remarks
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• The submitted report will be displayed as shown in above figure.

*To check the all-report user, need to click on others tab as shown *

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• User need to click on others tab as shown in above figure and select stocks Returns & Pass Filing

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• The reports Data will be displayed as shown in above figure.

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Deputy commissioner:

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• User need to provide valid credentials and click on Login.

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L1B/L1BB Wholesaler	O) Users	Brewery	E = Retailer
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Appeals & Revisions	Q Vigilance	E. Revenue Management	Others

• Main home page will be displayed as shown in above figure and user required to click on others tabs.

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• The Stocks Returns & Pass Filing page will be displayed as shown in above figure and user need to click on **click here** to view report as shown below.

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CS Bottling Unit:

Manager:

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• User required to click on monthly stock returns and select form M-69 as shown in above figure.

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Form M-69 report will be displayed as shown in above figure and user need to

1.click on checkbox of final stocks

2.enter remarks.

3.User need to click on submit button as shown in above figure.



FORM M-69

Monthly return of bottling operations

(To be submitted to the Excise Inspector by the licensed vendor not later than the 2nd of every month) Name of Bottler------Licensed at ------under licence form No.----

Date: 03	3-May-2022 T	o: 03-Ma	ay-2022									EXCEL DO	WNLOAD
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• The submitted report will be displayed as shown in above figure. *The submitted report can be displayed in others as shown in next page*

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• User required to click on others tab and select Stocks Returns & Pass Filling

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• The stocks returns & pass filing will be displayed as shown in above figure.

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• User required to click on monthly stock returns and select form M-69 as shown in above figure.

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• The submitted report will be displayed as shown in above figure.

*To check the all-report user, need to click on others tab as shown. *

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• User need to click on others tab as shown in above figure and select stocks Returns & Pass Filing

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• The reports Data will be displayed as shown in above figure.

Deputy commissioner:

	For	Dashboard 🤇	<u>Click Here</u>			
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	Enter Verification Code		U			
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and the second s		Login				
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• User need to provide valid credentials and click on Login.

La ster Data	Q cctv	(1) Dashboard	License Management
© Brand / Label Registration	E Distillery	Bottling Units	Wholesaler
EllB/L1BB Wholesaler	O) Users	E Brewery	Retailer
Record Managment	Other Licensees	R eports	TI RTI
Appeals & Revisions	Q Vigilance	E. Revenue Management	Others

• Main home page will be displayed as shown in above figure and user required to click on others tabs.

() Dashboard	CCTV ~	💵 Master Data 🗸	🖅 License Management 🗸	🔗 Brand / Label Registration 🗸	🔗 Other Licensees 🗸	📕 Distillery 🗸	🛃 Bottling Unit 🗸	Q Wholesaler ~	L1B/L1BB Wholesale	
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• The Stocks Returns & Pass Filing will page will be displayed as shown in above figure and user need to click on click here to view report as shown below.

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	Grand Total	l											
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Wholesale:

L-1:

• User need to click on monthly returns as mentioned in above figure and follow subtabs accordingly.

💵 Master Data 🗸	🧷 Procurement 🗸	🔒 Stock Receipts 🗸	💮 Stock Dispatch 🗸	🗗 Reports 🗸	🛅 Others 🗸		
M-66 STOCK							Reports > Stock > M-66 Stock
		Select Month an Year	d Apr 2022				
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			Beer				
			IML FL				
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• User need to select from dropdown as mentioned in above figure

🔳 Master Data 🗸	🕞 Stock Receipts 🗸	🕜 Stock Dispatch 🗸	🗗 Reports 🗸	🛅 Others 🗸		100	
M-66 STOCK							Reports > Stock > M-66 Stock
	Select Month and Year	Apr 2022					
		All			٣		
			Ð				

• User need to select month/year and click on print icon for report.



	WHOLESALE : M/s Vamshi Wholesales Pvt. Ltd. (301, Venkataramana colony, KPHB, Hyderabad, hyderabad, SHIMLA, Dhalli,,Shimla,Himachal Pradesh-174006)													
	FORM M-66 Monthly Return of sale of IMFL, Foreign Liquor and Beer, whether by wholesale or by retail (To be submitted to Excise Inspector by the licensed vendor not later than the 2 nd of every month)													
Name	Name of Licensee: M/s Vamshi Wholesales Pvt. Ltd. Licensed at: 301, Venkataramana colony, KPHB, Hyderabad, hyderabad, SHIMLA, Dhalli,													
Under	Under licensed form No. : 30001901522(Wholesale License)													
Date: 1	6-Apr-2022 12:13:0	1 PM							E	XCEL DOWN	NLOAD Repo	rt Date: 01-	Apr-2022 t	o 30-Apr-2022
S.No	Product code	Product Name	Opening Balance Cases/Part	Dening Balance ses/Part Receipts from L1-C Receipts from L1-C Receipts from L1-B Receipts from L1-B Receipts from L1-B Retailer from L1-B Converted Sales Wholesale Transfer Cases/Part Storage Cases/Part Closing Balance Cases/Part Quantity in PLs Quantity in PLs Quantity in PLs Quantity Cases/Part Closing Balance Cases/Part										
1	1006V0002GQQ	MAGIC MOMENTS	0/0	48/6	0/0	0/0	25/0	25/0	0/0	0/0	0/0	0	0	0/0
2	1000W0001GNN	ROYAL CHOICE WHISKY	0/0	5/45	0/0	0/0	2/0	2/0	0/0	0/1	0/0	0	0	0/0
3	1000W0001GPP	ROYAL CHOICE WHISKY	0/0	4/22	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0	0	0/0
4	1000W0001GQQ	ROYAL CHOICE WHISKY	5/0	0/0	0/0	0/0	5/0	5/0	0/0	0/0	0/0	0	0	0/0
	Grand Tota	1	5/0	57/73	0/0	0/0	32/0	32/0	0/0	0/1	0/0	0	0	0/0
	□ I hereby Declare that the content of above report are true and correct to the best of my Knowledge and belief.													
	Submit													

Form M-66 report will be displayed as shown in above figure and user need to 1.click on checkbox of final stocks

2.enter remarks.

3.User need to click on submit button as shown in above figure.

CS wholesale:

a) M-66 stocks:

🔳 Master Data 🗸	冷 Procurement ~	🔒 Stock Receipts 🗸	🗇 Stock Dispatch 🗸	🗗 Reports 🗸	🛅 Others 🗸	a state of the
S.R. J.F.				Stock		Reports > Breakages
Stable St			M-66 Stock	Monthly Returns	•	
in the second second			A DECK	Gate Register	×	
P. W. T.				Stock Receipts		
				Sales		
AN ASTRO						

• User need to click on monthly returns as mentioned in above figure and follow subtabs accordingly.

				C-TEL INFOSYSTEMS P
🔹 Master Data 🗸 🔗 Procurement 🗸	🗟 Stock Receipts ~	(7) Stock Dispatch ~	ports v	
6 STOCK				Reports > Stock > M-66 Stock
	Select Month and Year	Apr 2022		
		Beer		A
		Beer IML		
		FL		
		A 40		

• User need to select from dropdown as mentioned in above figure

🔳 Master Data 🗸	冷 Procurement ~	🗟 Stock Receipts 🗸	💮 Stock Dispatch 🗸	🗗 Reports 🗸	🚺 Others 🗸		1	234	
M-66 STOCK									Reports > Stock > M-66 Stock
		Select Month an Year	Apr 2022						
			All	₽	I	*			

• User need to select month/year and click on print icon for report.

	WHOLESALE : M/s Vamshi Wholesales Pvt. Ltd. (301, Venkataramana colony, KPHB, Hyderabad, hyderabad, SHIMLA, Dhalli,,Shimla,Himachal Pradesh-174006)														
	FORM M-66 Monthly Raturn of sola of IMEL Forsign Liquor and Rear, whether by wholesola or by ratail														
	(To be submitted to Excise Inspector by the licensed vendor not later than the 2^{nd} of every month)														
Name	Name of Licensee: M's Vamshi Wholesales Pvt. Ltd. Licensed at: 301, Venkataramana colony, KPHB, Hyderabad, hyderabad, SHIMLA, Dhalli,														
Under	Under licensed form No. : 30001901522(Wholesale License)														
Date: 1	Date: 16-Apr-2022 12:13:01 PM EXCEL DOWNLOAD Report Date: 01-Apr-2022 to 30-Apr-2022														
S.No	Product code Product Name Opening Receipts Receipts from L1-C from L1-B from					Receipts from L1-BB (Cases/Part)	Retailer Sales Cases/Part	Converted Sales Cases/Part	Wholesale Transfer Cases/Part	Storage Breakages Cases/Part	Closing Balance Cases/Part	Quantity in BLs	Quantity in PLs	Closing Balance After Part bottle to Case Conversion Cases/Part	
1	1006V0002GQQ	MAGIC MOMENTS	0/0	48/6	0/0	0/0	25/0	25/0	0/0	0/0	0/0	0	0	0/0	
2	1000W0001GNN	ROYAL CHOICE WHISKY	0/0	5/45	0/0	0/0	2/0	2/0	0/0	0/1	0/0	0	0	0/0	
3	1000W0001GPP	ROYAL CHOICE WHISKY	0/0	4/22	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0	0	0/0	
4	1000W0001GQQ	ROYAL CHOICE WHISKY	5/0	0/0	0/0	0/0	5/0	5/0	0/0	0/0	0/0	0	0	0/0	
	Grand Tota	1	5/0	57/73	0/0	0/0	32/0	32/0	0/0	0/1	0/0	0	0	0/0	
		🗆 I hereby D	eclare that t	he content of	above report	are true and	correct to th	e best of my	Knowledg	e and belief.					
				F	lemarks*		1								
						Submit									

Form M-66 report will be displayed as shown in above figure and user need to 1.click on checkbox of final stocks

2.enter remarks.

3.User need to click on submit button as shown in above figure.



L-1B:

M-66 report: Master Data V Procurement V Stock Receipts V Stock Dispatch V Holograms V Q Packing V Properts V Others V M-66 REPORT Reports > Stock > M-66 Report Start Date 16-Apr-2022 End Date 16-Apr-2022

• User need to select dates accordingly and click on print icon.

M-66 print:

	WHOLESALE : Srinivas Wholesale L1B (PL - 142, RTP, RAMAGIRI, KAMANPUR, Dhalli,,Shimla,Himachal Pradesh-505050)														
	M-66 Report EXCEL DOWNLOADReport Date: 01-Apr-2022 to 16-Apr-2022														
Date	: 16-	Apr-20	022 10:55:21 AM				:	IML							
s	.No	Size	Opening Stock(Cases)	Opening Stock(Bottles)	Received (Cases)	Received(Bottles)	Issues(Cases)	Issues(Bottles)	Closing Stock(Cases)	Closing Stock(Bottles)	Quantity BLs	Quantity PLs			
	1	PP	0	0	18	67	4	0	14	67	9.38	113.93			
	2	QQ	0	0	72	0	7	0	65	0	9.75	438.75			
	3	NN	0	0	28	94	4	0	24	94	8.82	168.68			
	Total 0 0 118 161						15	0	103	161	27.95	721.36			
						E	BEER								
s	.No.	Size	Opening Stock(Cases)	Opening Stock(Bottles)	Received (Cases)	Received(Bottles)) Issues(Cases) Issues(Bottles)) Closing Stock(Cases)	Closing Stock(Bottles)	Stock In BLs	Stock In PLs			
		Total										0			
					C	I hereby declare abo	ove are final sto	ck reports.							
						Remarks*	ubmit	1							
						0	aorin								

- User required to click on checkbox 'I hereby declare'
- And enter remarks, then click on submit.



Brewery:

Stock Returns & TP Filing Others Stock Returns & TP Filing:

- Mouse over on others tab and click on Stock Returns & TP Filing sub tab.
- User will be redirected to Monthly stocks page.
- The reports which are generated will be saved in this page.
- If user want to view generated reports.
- Go to Click here button and click on it.

FILING OF TP & M	IONTHLY STOC	K RETURNS				Others > TP Filing
				Start Date 101-Oct-2020	End Date 16-Dec-2020	Search
10 -					Search	
Filing Generated By *	Filing From Date	Filing To Date	Filing Generated On	Report Name	Filing Remarks	Review Filing Report
BM_BREW	21-Nov-2020	21-Nov-2020	2020-11-21 15:50:10	Brewing Book	21 nov 2020	Click Here
BM_BREW	20-Nov-2020	21-Nov-2020	2020-11-21 15:51:49	FORM B 17	20 nov 2020	Click Here
BM_BREW	20-Nov-2020	21-Nov-2020	2020-11-21 15:53:37	FORM B 18	20-Nov-2020 To Date:21-Nov-2020	Click Here
BM_BREW	20-Nov-2020	21-Nov-2020	2020-11-21 15:55:35	FORM B-20	20-Nov-2020 To 21-Nov-2020	Click Here
BM_BREW	25-Nov-2020	25-Nov-2020	2020-11-25 14:14:21	Grain Inward Register	25-Nov-2020	Click Here
BM_BREW	25-Nov-2020	25-Nov-2020	2020-11-25 14:15:46	Brewing Book	25-Nov-2020	Click Here
BM_BREW	25-Nov-2020	25-Nov-2020	2020-11-25 14:16:16	HOLOGRAM STOCK REGISTER	25-Nov-2020	Click Here
BM_BREW	25-Nov-2020	25-Nov-2020	2020-11- <mark>25 14:16:3</mark> 0	Hologram Purchase Details	25-Nov-2020	Click Here
BM_BREW	25-Nov-2020	25-Nov-2020	2020-11-25 14:16:50	FORM B 17	25-Nov-2020	Click Here
BM_BREW	25-Nov-2020	25-Nov-2020	2020-11-25 14:17:08	Local Stock Report(L1-A)	25-Nov-2020	Click Here

• User will get report as following image.

	BREWING BOOK QUARTER ENDING 21-Nov-2020 The Brew Estate (To be Maintained by the Licensee)																					
Date :	tte : 21-Nov-2020 To 21-Nov-2020																			EXCEL DO	WNLOAD	
When entry made No					e to			Quant	antity to be used of			Time when wort will be drawn of grains in the Mash Tun			lrawn off Tun	Worts Collected			cted	Initials		
Date	Hour	No. of Brewing	Mash, Malt or Dis Corn St		iash, Malt or Corn Sugar		Unmalted Corn Ma	Malt	alt Sugar	Hops	Hops substitutes	Date	Hour	When Collected		Vessel		Dip	Gravity	Brewer's	Inspector's	Remarks
			Date	Hour	Date	Hour	Kgs.	Kgs.	Kgs.	Kgs.	Kgs.			Date	Hour	No.	Name					
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23
	Remark : 21 nov 2020 I here by declare above are final stock reports.																					