

Easy Steps for the M&TP (P3) License application

P-3(Permit for possession of denatured spirit exceeding 10 liters)

Step 1:- New User will enter his citizen user Login Credentials

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Department of Excise, Entertainment & Luxury Tax, Govt. of Delhi

ESCIMS
Excise Supply Chain Information Management System

Click Here to download Internet Explorer 8.0
Click Here to download Adobe Reader XI

Adobe Reader is required to view the content in pdf format.

Site best viewed in Microsoft Internet Explorer 8.0 in 1

Step 2:- After login user will select “Apply License” option in the License Menu

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Welcome NITIN PAWAR
NITIN PAWAR, CITIZEN
Last Login : 28/4/2023 1:32 PM IST
Password Expires : 1/1/2023
Session timeout in 19 : 52

Manage Profile | Change Password | Log Out

Track Application | Licence | Permit P-10A | Grievance | Duty Free Transport Permit | Payments | Permit P-10/P-10E | Permit P-11

Reports | View L7Z Details | Registration | Monitoring & Regulation | Entertainment Tax | Betting Tax License | Raise Ticket

Upload Label Dtlis
M&TP Worklist
Dealer Registration
Apply Licence
Apply Renew
CL WorkList
HCR WorkList
Configure Manufacturer Details
View Uploaded Documents
Retail Vend/CSDIL30 Work List
Track Licence Application
Dealer WorkList
Wholesale Vend WorkList

WELCOME TO ESCIMS
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Activate Windows

Step 3:- Fill the details as per step 4 below and submit, then Apply License Details form will open

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Department of Excise, Entertainment & Luxury Tax, Govt. of Delhi

Welcome ANKIT KUMAR
ANKIT KUMAR, CITIZEN
Last Login : 20/3/2023 6:38 PM IST
Password Expires : 1/1/2023
Session timeout in 19 : 52

Manage Profile | Change Password | Log Out

Track Application | Licence | Permit P-10A | Grievance | Duty Free Transport Permit | Payments | Permit P-10/P-10E | Permit P-11

Reports | FAQs & Manuals | Luxury Tax Registration | Monitoring & Regulation | Entertainment Tax | Betting Tax License | Raise Ticket


Apply Licence

Category: --Please Select--
Licence Type: --Please Select--
Licence Description:
Excise Year: --Please Select--


Submit Cancel

Activate Windows

Step 4:- Select Category= 'M&TP', License Type = 'P3', Excise Year= 2023-2024

| Track Application | | Licence | | Permit P-10A | | Grievance | | Duty Free Transport Permit | | Payments | | Permit P-10/P-10E | | Permit P-11 | |
|--|--|--|--|-------------------------|--|-------------------------|--|----------------------------|--|---------------------|--|-------------------|--|-------------|--|
| Reports | | FAQs & Manuals | | Luxury Tax Registration | | Monitoring & Regulation | | Entertainment Tax | | Betting Tax License | | Raise Ticket | | | |
| <div style="display: flex; justify-content: space-between;">  <div style="text-align: center;"> Department of Excise, Entertainment & Luxury Tax, Govt. of Delhi </div> <div style="text-align: right;"> <small>Manage Profile Change Password Log Out</small> Welcome NITIN PAWAR NITIN PAWAR, CITIZEN Last Login : 1/5/2023 12:19 PM IST Password Expires : 1/1/2023 Session timeout in 12 : 04 </div> </div> | | | | | | | | | | | | | | | |
| Apply Licence | | | | | | | | | | | | | | | |
| Category | | M & TP | | | | | | | | | | | | | |
| Licence Type | | P-3 | | | | | | | | | | | | | |
| Licence Description | | Permit for possession of denatured spirit exceeding 10 litres. | | | | | | | | | | | | | |
| Excise Year | | 2023-2024 | | | | | | | | | | | | | |
| <input type="button" value="Submit"/> <input type="button" value="Cancel"/> | | | | | | | | | | | | | | | |

Step 5:- After Submission, Fill the application form for the Grant of License

| Track Application | | Licence | | Permit P-10A | | Grievance | | Duty Free Transport Permit | | Payments | | Permit P-10/P-10E | | Permit P-11 | | Reports | | FAQs & Manuals | |
|--|--|-------------------------|--|-------------------|----------------|---------------------|--|----------------------------|--|--|--|-------------------|--|-------------|-------------------|---------|--|----------------|--|
| Luxury Tax Registration | | Monitoring & Regulation | | Entertainment Tax | | Betting Tax License | | Raise Ticket | | | | | | | | | | | |
| <div style="display: flex; justify-content: space-between;">  <div style="text-align: center;"> Department of Excise, Entertainment & Luxury Tax, Govt. of Delhi </div> <div style="text-align: right;"> <small>Manage Profile Change Password Log Out</small> Welcome SHASHI AJMANI SHASHI AJMANI, CITIZEN Last Login : 30/8/2022 4:06 PM IST Password Expires : 1/1/2023 Session timeout in 19 : 42 </div> </div> | | | | | | | | | | | | | | | | | | | |
| APPLICATION FOR GRANT OF POSSESSION PERMIT IN FORM P-3 FOR THE YEAR 2023-2024 | | | | | | | | | | | | | | | | | | | |
| Fields marked with (*) are mandatory | | | | | | | | | | | | | | | | | | | |
| Name of the Applicant(Vend/Manufacturer/Company) * | | | | | | | | | | | | | | | | | | | |
| Name of Authorised Person * | | | | | | | | | | | | | | | | | | | |
| Business Address(N.B.- Attested copy of house tax/rent receipt/proof of lawful possession of premise should be attached) | | | | | | | | | | | | | | | | | | | |
| Address Line 1 * | | | | | Address Line 2 | | | | | City * | | | | | District * | | | | |
| | | | | | | | | | | --Please Select-- | | | | | --Please Select-- | | | | |
| State * | | | | | Pincode * | | | | | Landline Number | | | | | Mobile Number * | | | | |
| --Please Select-- | | | | | | | | | | | | | | | | | | | |
| Fax Number | | | | | Email ID | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | |
| Residential Address | | | | | | | | | | | | | | | | | | | |
| Address Line 1 * | | | | | Address Line 2 | | | | | City * | | | | | District * | | | | |
| | | | | | | | | | | | | | | | | | | | |
| State * | | | | | Pincode * | | | | | Landline Number | | | | | Mobile Number * | | | | |
| --Please Select-- | | | | | | | | | | | | | | | | | | | |
| Fax Number | | | | | Email ID | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | |
| Trade/Occupation/Profession of the Applicant * | | | | | | | | | | --Please Select-- | | | | | | | | | |
| Whether the applicant is already engaged in any manufacturing industries* | | | | | | | | | | <input type="radio"/> Yes <input type="radio"/> No | | | | | | | | | |
| Nature of Trade | | | | | | | | | | | | | | | | | | | |
| Location of Premises | | | | | | | | | | | | | | | | | | | |
| Address Line 1 * | | | | | Address Line 2 | | | | | City * | | | | | District * | | | | |
| | | | | | | | | | | | | | | | | | | | |
| State * | | | | | Pincode * | | | | | Landline Number | | | | | Mobile Number * | | | | |
| --Please Select-- | | | | | | | | | | | | | | | | | | | |
| Fax Number | | | | | Email ID | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | |
| Whether the applicant is registered under the shops establishment act, if yes, attested copy to be filled* | | | | | | | | | | <input type="radio"/> Yes <input type="radio"/> No | | | | | | | | | |
| Whether the applicant is registered with the value added tax department. If so, state the number* | | | | | | | | | | <input type="radio"/> Yes <input type="radio"/> No | | | | | | | | | |
| VAT Number * | | | | | | | | | | | | | | | | | | | |
| Whether the applicant is payer of income tax, if so, his permanent account number* | | | | | | | | | | <input type="radio"/> Yes <input type="radio"/> No | | | | | | | | | |
| Permanent Account Number(PAN)* | | | | | | | | | | | | | | | | | | | |
| Address of the premises to be used for the manufacturing purpose: document as in Business Address above attached.However, if the premises for the purpose of this column are the same as for Business Address this space may be leftblank* | | | | | | | | | | <input type="radio"/> Yes <input type="radio"/> No | | | | | | | | | |
| Address of the premises to be used for the manufacturing purpose* | | | | | | | | | | | | | | | | | | | |
| Nature: Whether Proprietorship/Partnership/Society/Company, if partnership an attested copy of the premises' deed on rupees three stamp paper; if private limited company, copy of memorandum and article of association; if society, copy of bye laws and list of members of should be enclosed * | | | | | | | | | | --Please Select-- | | | | | | | | | |
| Any other information considered relevant | | | | | | | | | | | | | | | | | | | |
| <input type="button" value="Save"/> <input type="button" value="Edit"/> <input type="button" value="Submit"/> <input type="button" value="Cancel"/> | | | | | | | | | | | | | | | | | | | |

Step 6:- Press Save Button after filling all Mandatory Details, the ARN number will generated.

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Application saved successfully against the ARN: **ARN000079172**
Please add the material details using 'Add Raw Material Details' Link.

APPLICATION FOR GRANT OF POSSESSION PERMIT IN FORM P-3 FOR THE YEAR 2023-2024

Name of the Applicant(Vend/Manufacturer/Company) * MEHTA COMPANY
 Name of Authorised Person * ANIL MEHTA

Business Address(N.B. - Attested copy of house tax/rent receipt/proof of lawful possession of premise should be attached)

Address Line 1 * DELHI | Address Line 2 *
 City * DELHI | District * EAST DELHI
 State * ARUNACHAL PRADESH | Pincode * 110001
 Landline Number * | Mobile Number * 1111111111
 Fax Number * | Email ID *

Residential Address

Address Line 1 * DELHI | Address Line 2 *
 City * DELHI | District * DELHI
 State * JHARKHAND | Pincode * 110002
 Landline Number * | Mobile Number * 2222222233
 Fax Number * | Email ID *

Trade/Occupation/Profession of the Applicant * Homeopathic Chemist

Whether the applicant is already engaged in any manufacturing industries? Yes No
 Whether the applicant is registered under the shops establishment act, If yes, attested copy to be filled? Yes No
 Whether the applicant is registered with the value added tax department. If so, state the number* Yes No
 VAT Number * DFGDF
 Whether the applicant is payer of income tax, if so, his permanent account number* Yes No
 Address of the premises to be used for the manufacturing purpose: document as in Business Address above attached. However, if the premises for the purpose of this column are the same as for Business Address this space may be left blank* Yes No
 Nature: Whether Proprietorship/Partnership/Society/Company, If partnership an attested copy of the premises deed on rupees three stamp paper; if private limited company, copy of memorandum and article of association; if society, copy of bye laws and list of members of should be enclosed * Sole Proprietor
 Any other information considered relevant no

Note: Please add the Raw Material Details using the above link before submitting the Application [Add Raw Material Details](#)

Save Edit Submit Cancel

Step 7:- Now click on link present below "Fill Raw Materials Details" after filling the form Save the Raw Material Detail & Close the form

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Note: Please enter 0 in case of annual/ one-time quota/ quantity/ weight etc. is not applicable.

Save Raw Materials Details

Raw Materials Against Current Application

| S.No. | Excise Year | Raw Material Name | Annual Limit | One Time Limit | Quantity | Balance Quota | Select |
|---------------|-------------|-------------------|--------------|----------------|----------|---------------|--------|
| No data Exist | | | | | | | |

Add New Raw Materials

| Raw Material Name | Annual Limit | One Time Limit | Quantity | Select |
|-------------------|--------------|----------------|----------|--------------------------|
| --Please Select-- | | | | <input type="checkbox"/> |

Add Row + Delete Row X

Save Close

Step 8:- Now Submit Application Form for the Grant of License by pressing Submit Button

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Application is Successfully Submitted
 Application Reference No. : ARN000079099
 A Copy of Application Form has been sent to the registered email ID

Note: Date of application will be reckoned from the date of submission of the complete documents in the Excise Department.

Print Application Form and Checklist

Step 9:- Your Application is submitted successfully to Department for approval

Step 10:- After approval from all Department Level email intimation will be received on registered email then respective ARN will be visible under M&TP Worklist for Payment

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Department of Excise, Entertainment & Luxury Tax, Govt. of Delhi

Welcome ANKIT KUMAR
ANKIT KUMAR, CITIZEN
Last Login : 27/4/2023 3:52 PM IST
Password Expires : 1/1/2023
Session timeout in 19 : 50

Track Application | Licence | Permit P-10A | Grievance | Duty Free Transport Permit | Payments | Permit P-10/P-10E | Permit P-11 | Reports | FAQs & Manuals

Luxury Tax Registration | View LZ2 Details | Entertainment Tax | Betting Tax License | Raise Ticket

Upload Label Dtl's
M&TP Worklist
Dealer Registration
Apply Licence
Apply Renew
CL WorkList
HCR WorkList
Configure Manufacturer Details
View Uploaded Documents
Retail Vend/CSDL30 Work List
Track Licence Application
Dealer WorkList
Wholesale Vend WorkList

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Step 11:- Click on the ARN for making payment

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Welcome SHASHI AJMANI
SHASHI AJMANI, CITIZEN
Last Login : 1/5/2023 12:52 PM IST
Password Expires : 1/1/2023
Session timeout in 19 : 57

Track Application | Licence | Permit P-10A | Grievance | Duty Free Transport Permit | Payments | Permit P-10/P-10E | Permit P-11 | Reports | FAQs & Manuals

Luxury Tax Registration | Monitoring & Regulation | Entertainment Tax | Betting Tax License | Raise Ticket

M&TP Work List

Application Reference Number Search OR Applicant Name Search

| S.No. | Applicant Name/Name of the Company | Applicant Address | Application Reference Number | Status | Licence Type | Application Type | Last Updated On (DDMMYYYY) | Pending Since (In Days) |
|-------|------------------------------------|---------------------------------|------------------------------|---|--------------|------------------|----------------------------|-------------------------|
| 1 | MEHTA COMPANYYI | DELHI, DELHI, ARUNACHAL PRADESH | ARN0000079172 | Offer Letter Issued and Payment Awaited | P-3 | Fresh | 01/05/2023 | 0 |

Cancel

Step 12:- Click on 'Make Payment', Payment gateway will get opened for processing

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Department of Excise, Entertainment & Luxury Tax, Govt. of Delhi

Welcome SHASHI AJMANI
SHASHI AJMANI, CITIZEN
Last Login : 1/5/2023 12:52 PM IST
Password Expires : 1/1/2023
Session timeout in 19 : 56

Track Application | Licence | Permit P-10A | Grievance | Duty Free Transport Permit | Payments | Permit P-10/P-10E | Permit P-11 | Reports | FAQs & Manuals

Luxury Tax Registration | Monitoring & Regulation | Entertainment Tax | Betting Tax License | Raise Ticket

Licensee Details

| | | | |
|------------------------------|---|---------------------|---|
| Application Reference Number | ARN0000079172 | Status | Offer Letter Issued and Payment Awaited |
| Applicant Name | MEHTA COMPANYY | Licence Type | P-3 |
| Business Address | DELHI, DELHI, EAST DELHI, ARUNACHAL PRADESH | | |
| Hours of Sale | 10A.M. TO 7P.M. | Required FDR Amount | 0.00 <input type="text"/> |

Payment Details

| | | | |
|----------------|--------|-------------------------|--------|
| Licence Fee(₹) | 500.00 | Total Payment Amount(₹) | 500.00 |
|----------------|--------|-------------------------|--------|

Make Payment Cancel

Step 13:- Download Payment Receipt after Successful payment

The screenshot shows the user interface of the Delhi Excise portal. At the top, there is a navigation bar with the Delhi logo and 'delhi.gov.in' on the left, and user information on the right: 'Welcome ANKIT KUMAR ANKIT KUMAR, CITIZEN', 'Last Login : 27/4/2023 3:52 PM IST', 'Password Expires : 1/1/2023', and 'Session timeout in 19 : 51'. Below the navigation bar is a menu with various options like 'Track Application', 'Licence', 'Permit P-10A', 'Grievance', 'Duty Free Transport Permit', 'Payments', and 'Permit P-10/P-10E'. A central message states: 'NOTE : If amount has been deducted from your account and payment is still pending or failure Then Please use Payments -> Track / Update Payment Status Or contact with your respo'. Below this, a 'Payment Status' section displays a yellow box with the text 'Payment Successful' and 'Challan No is : 27042312448'. A red button labeled 'Generate Acknowledgement' is positioned at the bottom of the message box.

Step 14:- After payment confirmation license will be granted by the Department and new License credentials for 'P-3 License' will be e-mailed to user's registered e-mail ID

Step 15:-Now Login with your New generated License Credentials

The screenshot shows the user login interface on the Delhi Excise portal. The header includes the Delhi logo and 'delhi.gov.in' on the left, and 'Department of Excise, Entertainment & Luxury Tax, Govt. of Delhi' on the right. The main content area features a large 'ESCIMS' logo (Excise Supply Chain Information Management System) on the left. On the right, there is a 'User Login' form with fields for 'Username' (containing 'P320238945') and 'Password' (masked with asterisks). Below the password field are 'Submit' and 'Reset' buttons. A link for 'Register | Forgot Password?' is also present. At the bottom of the login form, there are several links: 'Please Click Here to view communications from Excise Department regarding Office Orders/Training Plan/ESCIMS Changes etc.', 'Click Here to view User Manual for Event Registration (Form 5, 6 & 14) through ESCIMS.', 'Click Here P-10 Premise List', and 'Click Here for feedback'. On the left side of the page, there are links for downloading Internet Explorer 8.0 and Adobe Reader XI.

Step 16:- Download the License letter for "P3 M&TP" License from 'Print Letters' option under License Menu.

The screenshot shows the 'Print Letters' section of the Delhi Excise portal. The header is identical to the previous screenshots, showing the user is logged in as 'SHREE CHANDRA PHARMACY SHREE CHANDRA PHARMACY, WHOLESALE VEND' with a last login of '28/4/2023 2:54 PM IST' and a password expiration of '1/1/2023'. The navigation menu includes 'Track Application', 'Licence', 'Grievance', 'Payments', 'FAQs & Manuals', 'Monitoring & Regulation', 'DRF', and 'PERMIT FEE STATEMENT'. Below the menu, there is a 'Raise Ticket' button. The main content area is titled 'Print Letters' and contains a search form. The form has a 'Search Licence' label and two input fields: 'Licence Id' and 'ARN Number', separated by 'OR'. A red 'Search' button is located to the right of the input fields. A red 'Cancel' button is positioned at the bottom center of the search area.