

GOVT. OF NCT OF DELHI  
OFFICE OF THE COMMISSIONER OF EXCISE  
L&N BLOCK; VIKAS BHAWAN; NEW DELHI

No.EX/M&TP/MISC./2014-15/ 494-498

Dated: 11/02/2022

CIRCULAR

As provided under Rule 41, Delhi Excise Rules, 2010, all applications for the renewal of licenses and permits for the year 2022-23 shall be received in the office of the Deputy Commissioner **before the end of February 2022** along with licenses or permit fee, payable for renewal of licenses or permits. In case of delay, the Deputy Commissioner may admit such application before the expiry of the licenses or permit, provided that there are good and sufficient reasons for the delay **on payment of additional fee of twenty five percent** of the prescribed licenses or permit:

Provided that the application for renewal of licenses or permit may be admitted **after the expiry** of the licenses or permit, if there are good and sufficient reason for delay **on payment of double the amount of licenses or permit fee payable**, and the license or permit may be renewed with the approval of the Excise Commissioner.

In view of the above all holders of licenses/permits of M&TP Branch in form of P-2, P-3, P-4, P-5, P-6, L-4, L-5, L-25, L-34, L-35, DD-9, DD-10, DD-11, DD-5 and A.P are hereby requested to apply for renewal through ESCIMS and deposit license fee/documents for renewal for the year 2022-23 **on or before 28.2.2022**.

Further, all the licensees are directed to ensure that all details are completely filled in application form while apply renewal of licenses on ESCIMS portal in compliance of circular F.No.Ex/M&TP/Misc/2018-19/204-209 dated 1.10.2018, failing which application will be rejected.

Apart from this, licensees in form DD-10, DD-11 are also directed to obtain fresh Recommendation from Drug Control Department, GNCT of Delhi in compliance of circular No. F.1(35)/Ex/M&TP/2001/333-338 dated 03.01.2019.

The licensees are further directed to submit following with the renewal application:-

1. All documents related to the renewal are to be submitted within 02 working days after applying on ESCIMS Portal.
2. Licenses fee to be paid through ESCIMS account only.
3. All documents as mentioned in ESCIMS renewal module.
4. The Government reserves the right to review the manner of levying license fee and amount of license fee etc to be paid /payable. In case any of the fees are revised, the same shall be payable and recoverable from the licensees and penalty amount as specified by Competent Authority shall be imposed for depositing amount after the stipulated time period.

This issues with the prior approval of Commissioner (Excise).

( NEERAJ GUPTA )  
ASSISTANT COMMISSIONER (M&TP)

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Copy for information and necessary action to:

1. All licensees P-2, P-3, P-4, P-5, P-6, L-4, L-5, L-25, L-34, L-35, DD-9, DD-10, DD-11, DD-5 and A.P. through online ESCIMS portal & E-mail by M/S TCS/IA. A ticker may also be run by TCS on ESCIMS portal in this regard.
2. P.P.S to Commissioner Excise.
3. P.S/P.A to Deputy Commissioner ( Excise-I & II).
4. Notice Board.
5. System Analyst, Dept. of Excise with the request to upload this circular on the official website of the Department ([www.excise.delhigovt.nic.in](http://www.excise.delhigovt.nic.in)).