

Easy Steps for the M&TP (DD-9) License application

DD-9(License granted for possession of manufactured drugs for manufacture of the medicinal preparations containing manufactured drugs and for sale of such preparations)

Step 1:- 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.

User Login

Username: NEWUSER@GMAIL.COM
Password: *****

Submit Reset

Register | Forgot Password?

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
Click Here for feedback

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

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 LZ7 Details | Registration | Monitoring & Regulation | Entertainment Tax | Betting Tax License | Raise Ticket

Upload Label Dtls
M&TP Worklist
Dealer Registration
Apply Licence
Apply Renew
CL WorkList
HCR WorkList
Configure Manufacturer Details
View Uploaded Documents
Retail Vend/CSD/L30 Work List
Track Licence Application
Dealer WorkList
Wholesale Vend WorkList

WELCOME TO ESCIMS
ESCIMS
Excise Supply Chain Information Management System

Activate Windows
Go to Settings to 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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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

Step 4:- Select Category= 'M&TP', License Type = 'DD-9', Excise Year= 2023-2024



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Manage Profile | Change Password | Log Out

Welcome RAJ KUMAR
RAJ KUMAR, CITIZEN
Last Login : 8/8/2022 1:12 PM IST
Password Expires : 1/1/2023
Session timeout in 19 : 17

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	M & TP
Licence Type	DD-9
Licence Description	Licence granted for possession of manufactured drugs for manufacture of the medicinal preparations containing manufactured drugs and for sale of such preparations.
Excise Year	2023-2024

Submit
Cancel

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



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

Manage Profile | Change Password | Log Out

Welcome SHALINI SECURITIES
Citizen, CITIZEN
Last Login : 31/10/2022 1:19 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
Monitoring & Regulation
Entertainment Tax
Betting Tax License
Raise Ticket

Application form for DD-9

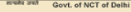
Fields marked with (*) are mandatory

Name of the Applicant *		<input type="text"/>
Name of the firm/company in which the applicant is active partner/Managing Director *		<input type="text"/>
Status of the applicant in such firm/company *		..Please Select..
Business Address		
Address Line 1 *	<input type="text"/>	Address Line 2 <input type="text"/>
City *	<input type="text"/>	District * ..Please Select..
State *	DELHI	Pincode * <input type="text"/>
Landline Number <input type="text"/>		Mobile Number * <input type="text"/>
Fax Number <input type="text"/>		Email ID <input type="text"/>
Address of the premises where the manufactured drugs shall be kept for use in his practice		
Address Line 1	<input type="text"/>	Address Line 2 <input type="text"/>
City	<input type="text"/>	District <input type="text"/>
State	..Please Select..	Pincode <input type="text"/>
Landline Number <input type="text"/>		Mobile Number <input type="text"/>
Fax Number <input type="text"/>		Email ID <input type="text"/>

I agree to the terms and conditions.

Save
Edit
Submit
Cancel

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



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

Last Login : 31/10/2022 1:19 PM IST
Password Expires : 1/1/2023
Session timeout in 19 : 49

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

Application saved successfully against the ARN: ARN000079195
Please add the material details using 'Add Drug Details' Link.

Fields marked with (*) are mandatory

Name of the Applicant *		MEHTA TRADERS
Name of the firm/company in which the applicant is active partner/Managing Director *		ANIL
Status of the applicant in such firm/company *		Proprietor
Business Address		
Address Line 1 *	DELHI	Address Line 2 <input type="text"/>
City *	DELHI	District * CENTRAL DELHI
State *	DELHI	Pincode * 110001
Landline Number <input type="text"/>		Mobile Number * 222222255
Fax Number <input type="text"/>		Email ID <input type="text"/>
Address of the premises where the manufactured drugs shall be kept for use in his practice		
Address Line 1	DELHI	Address Line 2 <input type="text"/>
City	DELHI	District <input type="text"/>
State	ARUNACHAL PRADESH	Pincode 110001
Landline Number <input type="text"/>		Mobile Number 222222255
Fax Number <input type="text"/>		Email ID <input type="text"/>

I agree to the terms and conditions.

Note: Please add the Drug Details using the above link before submitting the Application

Save
Edit
Submit
Cancel

Step 7:- Now click on link present below “Add Drug Details” after filling the form Save the Drug Detail and preparation details & Close the form

The screenshot shows two sections of a web form. The top section is titled "Save Drug Details" and contains three tables: "Existing Drugs", "Drugs Against Current Application", and "Add New Drugs". The "Add New Drugs" table has columns for Drug Category, Drug Name, Annual Limit, One Time Limit, Quantity, Weight, Unit, and Select. Below it are "Save" and "Close" buttons. The bottom section is titled "Save Preparations Details" and contains three tables: "Existing Preparations", "Preparations Against Current Application", and "Add New Preparations". The "Add New Preparations" table has columns for Preparation Name, Preparation Formula, Annual Limit, One Time Limit, Weight, Measurement Unit, and Select. Below it are "Save" and "Close" buttons. A watermark "Activate Windows" is visible on the right side.

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

The screenshot shows a confirmation page titled "Print Application and Checklist". It displays a message: "Application is Successfully Submitted". Below this, it shows the "Application Reference No. : ARN000079171" and states "A Copy of Application Form has been sent to the registered email ID". A note at the bottom says: "Note: Date of application will be reckoned from the date of submission of the complete documents in the Excise Department." There is a "Print Application Form and Checklist" button at the bottom.

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 Work list for Payment

The screenshot shows the ESCIMS dashboard. At the top, it says "WELCOME TO ESCIMS" and "Excise Supply Chain Information Management System". On the left, there is a navigation menu with items like "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", and "Wholesale Vend WorkList". The "M&TP Worklist" item is highlighted. The top right corner shows the user's name "ANKIT KUMAR" and "CITIZEN", along with login and session information.

Step 11:- Click on the ARN for making payment



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Manage Profile | Change Password | Log Out

Welcome SHALINI SECURITIES
Citizen, CITIZEN
Last Login : 3/5/2023 12:18 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

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 (DD/MM/YYYY)	Pending Since (In Days)
1	MEHTA TRADERS/ANIL	DELHI,,DELHI,DELHI	ARN0000079195	Offer Letter Issued and Payment Awaited	DD-9	Fresh	03/05/2023	0

Cancel

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



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Manage Profile | Change Password | Log Out

Welcome SHALINI SECURITIES
Citizen, CITIZEN
Last Login : 3/5/2023 12:18 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

Licencee Details

Application Reference Number	ARN0000079195	Status	Offer Letter Issued and Payment Awaited
Applicant Name	MEHTA TRADERS	Licence Type	DD-9
Business Address	DELHI,DELHI,CENTRAL DELHI,DELHI		
Hours of Sale	10A.M. TO 7P.M.	Required FDR Amount	<input type="text" value="0.00"/>

Payment Details

Licence Fee(₹)	2000.00	Total Payment Amount(₹)	2000.00
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Make Payment
Cancel

Step 13:- Download Payment Receipt after Successful payment



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

Manage Profile | Change Password | Log Out

Welcome ANKIT KUMAR
ANKIT KUMAR, CITIZEN
Last Login : 27/4/2023 3:52 PM IST
Password Expires : 1/1/2023
Session timeout in 19 : 51

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

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 respe

Payment Status


Payment Successful

Challan No is : 27042312448

Generate Acknowledgement


Step 14:- After payment confirmation license will be granted by the Department and new License credentials For 'DD9 License' will be e-mailed to user's registered e-mail ID

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



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



Excise Supply Chain Information Management System

User Login

Username

Password

[Register](#) | [Forgot Password?](#)

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

[Click Here](#) for feedback

[Click Here](#) to download Internet Explorer 8.0

[Click Here](#) to download Adobe Reader XI

Step 16:- Download the License letter for “DD-9 M&TP” License from ‘Print Letters ‘option under License Menu.



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[Manage Profile](#) | [Change Password](#) | [Log Out](#)

Welcome SHREE CHANDRA PHARMACY
SHREE CHANDRA PHARMACY, WHOLESALE VEND
Last Login : 28/4/2023 2:54 PM IST
Password Expires : 1/1/2023
Session timeout in 19 : 53

Track Application	Licence ▾	Grievance ▾	Payments ▾	FAQs & Manuals	Monitoring & Regulation ▾	DRF ▾	PERMIT FEE STATEMENT ▾
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Raise Ticket

Print Letters

Search Licence

Licence Id OR ARN Number