

## Easy Steps for the M&TP (L-25) License application

### L-25(License for Retail Vend of denatured spirit including special denatured spirit)

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

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Govt. of NCT of Delhi

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

**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

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

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Manage Profile | Change Password | Log Out

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

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 Dtls  
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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Manage Profile | Change Password | Log Out

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

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 = 'L25', Excise Year= 2023-2024



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Manage Profile | Change Password | Log Out

Welcome **NITIN PAWAR**  
**NITIN PAWAR, CITIZEN**  
 Last Login : 28/4/2023 1:32 PM IST  
 Password Expires : 1/1/2023  
 Session timeout in : 19 : 41

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

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

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[Apply Licence](#)

Category	<input type="text" value="M &amp; TP"/>
Licence Type	<input type="text" value="L-25"/>
Licence Description	Licence for Retail Vend of denatured spirit including special denatured spirit.
Excise Year	<input type="text" value="2023-2024"/>

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

APPLICATION FOR THE GRANT OF LICENCE IN FORM L-25 FOR THE YEAR 2023-2024

Fields marked with (\*) are mandatory

**Vend Details**

Name of the Applicant Enterprise(Vend Name) \*

Style of business concern

Name of Proprietor / Partner

Add Row + Delete Row X

**Address of the Proposed L-25 Vend where Licence is applied (Vend Address)**

Address Line 1* <input type="text"/>		Address Line 2 <input type="text"/>	
City* <input type="text"/>	District* <input type="text" value="--Please Select--"/>		
State* <input type="text" value="Delhi"/>	Pincode <input type="text"/>		


**Address of Godown 1 (if any)**

Address Line 1 <input type="text"/>		Address Line 2 <input type="text"/>	
City <input type="text"/>	District <input type="text" value="--Please Select--"/>		
State <input type="text" value="Delhi"/>	Pincode <input type="text"/>		

**Address of Godown 2 (if any)**

Address Line 1 <input type="text"/>		Address Line 2 <input type="text"/>	
City <input type="text"/>	District <input type="text" value="--Please Select--"/>		
State <input type="text" value="Delhi"/>	Pincode <input type="text"/>		

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



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

Manage Profile | Change Password | Log Out

Welcome **NITIN PAWAR**  
**NITIN PAWAR, CITIZEN**  
 Last Login : 28/4/2023 1:32 PM IST  
 Password Expires : 1/1/2023  
 Session timeout in : 19 : 40

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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 ▾

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Entertainment Tax ▾
Betting Tax License ▾
Raise Ticket

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Application saved successfully against the ARN: ARN0000079124 .Please add the material details using 'Add Raw Material Details' Link.

**APPLICATION FOR THE GRANT OF LICENCE IN FORM L-25 FOR THE YEAR 2023-2024**

Fields marked with (\*) are mandatory

**Vend Details**

Name of the Applicant Enterprise(Vend Name) \*

Style of business concern

Name of Proprietor / Partner

Add Row + Delete Row X

**Address of the Proposed L-25 Vend where Licence is applied (Vend Address)**

Address Line 1* <input type="text" value="ITO"/>		Address Line 2 <input type="text"/>	
City* <input type="text" value="DELHI"/>	District* <input type="text" value="NEW DELHI"/>		
State* <input type="text" value="Delhi"/>	Pincode <input type="text"/>		

**Address of Godown 1 (if any)**

Address Line 1 <input type="text"/>		Address Line 2 <input type="text"/>	
City <input type="text"/>	District <input type="text" value="--Please Select--"/>		
State <input type="text" value="Delhi"/>	Pincode <input type="text"/>		

**Address of Godown 2 (if any)**

Address Line 1 <input type="text"/>		Address Line 2 <input type="text"/>	
City <input type="text"/>	District <input type="text" value="--Please Select--"/>		
State <input type="text" value="Delhi"/>	Pincode <input type="text"/>		

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

**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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Data saved successfully.

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
1	2023/2024	Denatured Spirit	1.00	0.00	1.000	1.00	<input type="checkbox"/>

Modify Delete

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

Manage Profile | Change Password | Log Out

Welcome ANKIT KUMAR  
ANKIT KUMAR, CITIZEN  
Last Login : 20/3/2023 6:38 PM IST  
Password Expires : 1/1/2023  
Session timeout in 19 : 33

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

Print Application and Checklist

Application is Successfully Submitted

Application Reference No. : ARN0000079099

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

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 : 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 Registratio | View LZJ Details | 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/CSDL/30 Work List  
Track Licence Application  
Dealer WorkList  
Wholesale Vend WorkList

WELCOME TO ESCIMS  
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### Step 11:- Click on the ARN for making payment



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Manage Profile | Change Password | Log Out

Welcome NITIN PAWAR  
NITIN PAWAR, CITIZEN  
Last Login : 28/4/2023 2:25 PM IST  
Password Expires : 1/1/2023  
Session timeout in 19 : 57

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Track Application

Licence ▾

Permit P-10A ▾

Grievance ▾

Duty Free Transport Permit ▾

Payments ▾

Permit P-10/P-10E ▾

Permit P-11 ▾

Reports ▾

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FAQs & Manuals

Luxury Tax Registration ▾

Monitoring & Regulation ▾

Entertainment Tax ▾

Betting Tax License ▾

Raise Ticket

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**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	PIYUSH	ITO,DELHI,Delhi	ARN000079124	Offer Letter Issued and Payment Awaited	L-25	Fresh	28/04/2023	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 NITIN PAWAR  
NITIN PAWAR, CITIZEN  
Last Login : 28/4/2023 2:25 PM IST  
Password Expires : 1/1/2023  
Session timeout in 19 : 54

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Track Application

Licence ▾

Permit P-10A ▾

Grievance ▾

Duty Free Transport Permit ▾

Payments ▾

Permit P-10/P-10E ▾

Permit P-11 ▾

Reports ▾

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FAQs & Manuals

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Entertainment Tax ▾

Betting Tax License ▾

Raise Ticket

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**Licence Details**

Application Reference Number	ARN000079124	Status	Offer Letter Issued and Payment Awaited
Applicant Name	PIYUSH	Licence Type	L-25
Business Address	ITO,DELHI,NEW DELHI,Delhi		
Hours of Sale	10A.M. TO 7P.M.	Required FDR Amount	<input type="text" value="0.00"/>


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**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



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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

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Track Application

Licence ▾

Permit P-10A ▾

Grievance ▾

Duty Free Transport Permit ▾

Payments ▾

Permit P-10/P-10E ▾

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Permit P-11 ▾

Reports ▾

FAQs & Manuals

Luxury Tax Registration ▾

Monitoring & Regulation ▾

Entertainment Tax ▾

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Betting Tax License ▾

Raise Ticket

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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

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**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 'L-25 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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Click Here to download Adobe Reader XI

**User Login**

Username: L2520238922  
Password: [masked]

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

**Step 16:- Download the License letter for "L25 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 1:40 PM IST  
Password Expires : 1/1/2023  
Session timeout in 19 : 25

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

Raise Ticket

**Print Letters**

Search Licence

Licence Id: L25/2023/08922 OR ARN Number: [ ] Search

Cancel