					PROCEDURES FOR VARIOUS SERVICE PROVIDED BY EXCISE DEPARTMENT (Post-Estabalishment Clearances)						
1	2	3	4	5	6	7	8	9	10	11	12
Online Single Window System for applying Occassional License	Online Single Window System for Local Transport of Spirit	Online Single Window System for Import Permit of Spirit	Online Single Window System for Export Permit of Spirit	Online Single Window System for Transport permit of IMFL	Online Single Window System for Import permit of IMFL	Online Single Window System for Export permit of IMFL	Online Single Window System for Brand/Label Registration	Online Single Window System for Renewal of Licenses	Online Single Window System for Registration of Godown	Online Single Window System for Transfer of Premises	Online Single Window System for Withdrawal o Licensees
User is required to open https://www.ddnexcise.gov.in	Licensee (User) to has login into the IERMS portal (https://www.ddnexcise.gov.in) using the user id and passoword provided by the Excise Department	Licensee (User) to has login into the IERMS portal (https://www.ddnexcise.gov.in) using the user id and passoword provided by the Excise Department	Licensee (User) to has login into the IERMS portal (https://www.ddnexcise.gov.in) using the user id and passoword provided by the Excise Department	Licensee (User) to has login into the IERMS portal (https://www.ddnexcise.gov.in using the user id and passoword provided by the Excise Department	Licensee (User) to has login into the IERMS portal (https://www.ddnexcise.gov.in using the user id and passoword provided by the Excise Department	Licensee (User) to has login into the IERMS portal (https://www.ddnexcise.gov.in using the user id and passoword provided by the Excise Department	Licensee (User) to has login into the IERMS portal (https://www.ddnexcise.gov.in) using the user id and passoword provided by the Excise Department	Licensee (User) to has login into the IERMS portal (https://www.ddnexcise.gov.in) using the user id and passoword provided by the Excise Department	Licensee (User) to has login into the IERMS portal (https://www.ddnexcise.gov.in) using the user id and passoword provided by the Excise Department	Licensee (User) to has login into the IERMS portal (https://www.ddnexcise.gov.in) using the user id and passoword provided by the Excise Department	Licensee (User) to has login into the IERMS portal (https://www.ddnexcise.gov.i using the user id and passoword provided by the Excise Department
User must click on "For Occassional License Click Here!"	User must click on the PERMIT MODULE	User must click on the PERMIT MODULE	User must click on the PERMIT MODULE	User must click on the PERMIT MODULE	User must click on the PERMIT MODULE	User must click on the PERMIT MODULE	User must click on the LM MODULE	User must click on the LM MODULE	User must click on the LM MODULE	User must click on the LM MODULE	User must click on the LM MODULE
User's mobile number to be entered for receiving OTP. User to click on "Request OTP"	User has to select Transport Pass (Spirit) under Permit Application	User has to select Import Permit (Spirit) under Permit Application	User has to select Export Permit (Spirit) under Permit Application	User has to select Transport Pass (Manufacture to Wholesale) under Permit Application	User has to select Import Permit under Permit Application	User has to select Export Permit under Permit Application	User has to select Brand Approval Application under Application	Licensee has to select License Renewal Application under Application	Licensee has to select New Warehouse Godown Application under Application	Licensee has to select Licensee Premises Transfer Application under Application	Licensee has to select Licensee Withdrawal of Partner Application under Application
User has to verify the OTP	Licensee has to add the details and click on "Save & Final"	Licensee has to add the details and click on "Save & Final"	Licensee has to add the details and click on "Save & Final"	Licensee has to add the details and click on "Save & Final"	Licensee has to add the details and click on "Save & Final"	Licensee has to add the details and click on "Save & Final"	Licensee has to add the details and click on "Save & Final" and upload the required Documents online in the portal	The Licensee has to select the license which he/she need to be renewed	The Licensee has to enter the New Warehouse/Godown Address information and save the details by clicking at Save[Draft] and then at Save & Final	The Licensee has to enter the New Unit Address information and save the details by clicking at Save[Draft] and then at Save & Final	The Licensee has to proceed by saving the existing details by clicking at Save[Draft] an then clicking at Save & Final
User has to enter Applicants details and Occassion Details and save the details.	Licensee has to take Challan Print from the option available on the web-page	Licensee has to take Challan Print from the option available on the web-page	Licensee has to take Challan Print from the option available on the web-page	Licensee has to take Challan Print from the option available on the web-page	Licensee has to take Challan Print from the option available on the web-page	Licensee has to take Challan Print from the option available on the web-page	Licensee has to submit the application (Status of the application can be checked online)	The Licensee has to proceed by saving the existing details by clicking at Save[Draft] and then clicking at Save & Final	The Licensee is required to upload all the documents required in the portal	The Licensee is required to upload all the documents required in the portal	The Licensee is required to upload all the documents required in the portal and submit the application.
Post-Approval, the user-id and password will be sent to the registered mobile number through text message	Licensee has to pay the fee online using the Online Payment Gateway	Licensee has to pay the fee online using the Online Payment Gateway	Licensee has to pay the fee online using the Online Payment Gateway	Licensee has to pay the fee online using the Online Payment Gateway	Licensee has to pay the fee online using the Online Payment Gateway	Licensee has to pay the fee online using the Online Payment Gateway	Post-Approval the Licensee is required to take the Challan Print from the option available on the web-page	The Licensee is required to upload all the documents required in the portal	Post-Approval, the status of which can be checked online, the Licensee ahs to click on 'Generate & Print Challan' to make the payment for the fee.	Post-Approval, the status of which can be checked online, the Licensee ahs to click on 'Generate & Print Challan' to make the payment for the fee.	Post-Approval, the status of which can be checked online the Licensee ahs to click on 'Generate & Print Challan' to make the payment for the fe
Using the user-id and password the user can login by selectin user type "other' in https://www.ddnexcise.gov.in	Licensee has to upload the required Documents online in the portal	Licensee has to upload the required Documents online in the portal	Licensee has to upload the required Documents online in the portal	Licensee has to upload the required Documents online in the portal	Licensee has to upload the required Documents online in the portal	Licensee has to upload the required Documents online in the portal	Licensee has to pay the fee online using the Online Payment Gateway	Post-Approval, the status of which can be checked online, the Licensee ahs to click on 'Generate & Print Challan' to make the payment for the fee.	Licensee has to pay the fee online using the Online Payment Gateway	Licensee has to pay the fee online using the Online Payment Gateway	Licensee has to pay the fee online using the Online Payment Gateway
User has to select Occassional License and enter contact person details and details of the liquor and upload the required documents.	The Licensee has to Submit the application (Status of the application can be checked online)	The Licensee has to Submit the application (Status of the application can be checked online)	The Licensee has to Submit the application (Status of the application can be checked online)	The Licensee has to Submit the application (Status of the application can be checked online)	The Licensee has to Submit the application (Status of the application can be checked online)	The Licensee has to Submit the application (Status of the application can be checked online)	The licensee has to upload the the paid Challan	Licensee to pay the fee online using the Online Payment Gateway	The licensee has to upload the the paid Challan	The licensee has to upload the the paid Challan	The licensee has to upload the paid Challan
The user is required to submit the application (Status of the application can be checked online)	Post-approval the Digitally signed permit can be downloaded	Post-approval the Digitally signed permit can be downloaded	Post-approval the Digitally signed permit can be downloaded	Post-approval the Digitally signed permit can be downloaded	Post-approval the Digitally signed permit can be downloaded	Post-approval the Digitally signed permit can be downloaded	Post-approval the Digitally signed permit can be downloaded	The licensee has to upload the the paid Challan	Post-approval the Digitally signed permit can be downloaded	Post-approval the Digitally signed permit can be downloaded	Post-approval the Digitally signed permit can be downloaded
Post-Approval the user can generate Bank Challan and make online payment			All the Digitally signed permits can be verified by third party			All the Digitally signed permits can be verified by third party		Post-approval the Digitally signed permit can be downloaded			
After successful payment the 1 user has to upload the payment receipt/challan. Post-approval the Digitally 2 signed permit can be downloaded All the Digitally signed permits can be verified by third party											

असाधारण EXTRAORDINARY

Daman 19th April, 2018, 29 Chaitra 1940 (Saka)

सं. : 07





भारत सरकार Government of India

संघ प्रदेश दमण एवं दीव प्रशासन

U.T. ADMINISTRATION OF DAMAN & DIU

प्राधिकरण द्वारा प्रकाशित PUBLISHED BY AUTHORITY

U.T. Administration of Daman & Diu, Office of the Commissioner of Excise Moti Daman.

No. 2/19/EXC-ADM/2017-18/52

Dated: 19 April, 2018

NOTIFICATION

In exercise of the powers conferred by Section 12, 13, 15 and 22 of Goa, Daman & Diu Excise Duty Act, 1964 (5 of 1964), the Administrator of Daman & Diu and Dadra Nagar Haveli, being of the opinion that reasonable ground exist for doing so, hereby amends all the earlier notifications in regards of License fee, excise duty, import duty, export fee, fee for transfer of license, recording of labels, etc. on Foreign Liquor, Indian Made Foreign Liquor, Country Liquor including cashew fenny/coconut fenny and all other excisable items and notifies the new rates as under:

A. LICENSE FEES - MANUFATURE

Sr. No.	Category of Licenses	License Fees (in Rs.)
	License for Manufacturing of IMFL	
1.	(a) Upto 10 Lac bulk liters(b) For every additional I lac bulk liters or part thereof in excess of 10 lac bulk liters	2,00,000 10,000
2.	License for Manufacturing of BEER (a) Upto 1 crore bulk liters (b) For every additional I0 lac bulk liters or part	4,00,000 20,000
	thereof in excess of 1 crore bulk liters	,

	License for Manufacturing of Wine or Milk punch	
3.	(a) Upto 10 Lac bulk liters(b) For every additional I lac bulk liters or part thereof in excess of 10 lac bulk liters	2,00,000 10,000
	License for Manufacturing of rectified spirit or absolute alcohal or Extra Neutral Alcohal:	
4.	(a) Upto 1 Lac bulk liters(b) For every additional I0,000 bulk liters or part thereof in excess of 1 lac bulk liters	40,000 4,000
	License for Manufacturing of Country Liquor	
5,	 (a) By still with capacity not exceeding 150 liters (b) In any other cases up to 10 lacs bulk liters (c) for every additional 1 lac bulk liters or part therof in excess of 1 lac bulk liters 	5,000 1,50,000 10,000
6.	For blending of Country liquor	10,000
1100	License for Manufacturing of denatured spirituous preparations (a) Where quantity of Denatured Spirit is less	50,000
7.	than 20,000 bulk liters (b) Where quantity of Denatured spirit is more that 20,000 bulk liters	50,000 + 3* (every additional BL above 20,000 BL)
8.	For bottling of denatured spirit, rectified spirit and denatured spirituous preparations	0.35 paise/bottle subject to a minimum of Rs. 1600/-
9.	For bottling of Country Liquor	0.14 paise/bottle subject to a minimum of Rs. 1000/-
10.	For bottling of Beer	0.07 paise/bottle subject to a minimum of Rs. 1000/-
11.	For bottling of wines and milk punch	0.14 paise/bottle subject to a minimum of Rs. 1000/-
12.	For bottling of Foreign Liquor, Indian Made Foreign Liquor other than milk punch, wines or beer	0.14 paise/bottle subject to a minimum of Rs. 1000/-
	*Provided that in preceding items 8 to 12 for per bottling in bottles of capacities upto 375 ML the fee will be 50% of license fee per bottle	

B. <u>LICENSE FEES – SALE</u>

C N-	0-1	License Fees (in Rs.)		
Sr. No.	Category of Licenses	Fresh License	Renewal Fees	
	For Wholesale vendors of Indian Made foreign liquor/Beer and Country Liquor			
1.	(a) For wholesale vendor of Indian Made Foreign Liquor/Beer	15,00,000	50,000	
	(b) For wholesale vendor of Country Liquor	50,000	50,000	
	For Retail vendors of Indian Made foreign liquor/Beer and Country Liquor			
	(a) "A" category Hotel registered under the GDD Tourist Trade Act/Floatel	5,00,000	1,50,000	
	(b) "B" Category Hotel registered as in (a) above	3,00,000	75,000	
2.	(c) "C" Category Hotel registered as in (a) above (d) Other retail vendors	1,00,000	30,000	
	(i) Retails vendor (Wine Shops) of Indian Made Foreing Liquor/Beer	15,00,000	75,000	
	(ii) For Retail Vendor of Country Liquor	1,00,000	10,000	
	(iii) Bars and Restaurants	1,00,000	50,000	
	License for selling Foreign liquor			
	(a) wholesalers	35,000		
	(b) Bars & Restaurants and Retail Wine shops	10,	000	
3.	(c) "A" category Hotel registered under the GDD Tourist Trade Act.	25,	000	
	(d) "B" Category Hotel registered as in (a) above	25,	000	
	(e) "C" Category Hotel registered as in (a) above	stered as in 15,0		
4.	For wholesale vendors of rectified spirit or absolute alcohal or ENA	10,000		
5.	For retail vendors of rectified spirit or absolute alcohal or ENA	10,000		
6.	For Wholesale vendors of denatured spirit	10,000		
7.	For retail vendors of denatured spirit	10,000		
8.	For wholesle vendors of denatured spirituous preparations	10,	000	

9.	For retail vendors of denatured spirituous preparations	10,000
10.	For wholesale of Toddy	5,000
11.	For retail sale of Toddy	2,500
12.	Temporary licenses for max. period of 24 hrs for special occasions like marriage and other ceremony other than licensed premises	5,000
13.	Possession and use of Denatured Spirit/RS/ENA for Industrial purpose below 1 lac Bulk Liters	50,000
14.	Possession and use of Denatured Spirit/RS/ENA for Industrial purpose above 1 lac Bulk Liters	1,50,000
15.	For Duty paid Warehouse	50,000

C. FEES FOR TRANSFER OF PREMISES

The Fees for the transfer of any type of license will be equal to the Renewal fees for the concerned category.

D. EXCISE DUTY

Sr. No.	Particulars	Excise Duty
1.	Indian Made Foreign Liquor	35% of the Ex- factory price or Rs. 55 per BL whichever is higher
2.	Beer, Cider, Alcopop whose alcoholic strength does not exceed 5% v/v (Mild)	25% of the Exfactory price or Rs. 12 per BL whichever is higher
3.	Beer, Cider, Alcopop whose alcoholic strength exceed 5% v/v (Strong)	25% of the Exfactory price or Rs. 20 per BL whichever is higher
4.	All kinds of Indian Wine	10% of the Ex- factory price or Rs. 25 per BL whichever is higher

5.	Country Liquor manufactured from Rectified Spirit as a base material	35% of the Exfactory price or Rs. 55 per BL whichever is higher
6.	Country Liquor – Cashew Fenny of Goa	Rs. 40 per BL
7.	Country Liquor – Coconut Fenny of Goa	Rs. 40 per BL
8.	Denatured Spirit even when it is utilized to manufacture Denatured Spirituous preparations	Rs. 3 per BL
9.	Duty on Extra Neutral Alcohal/Rectified Spirit/Malt Spirit/Absolute Alcohal except when used for manufacture of liquor be the same unit	Rs. 2 per BL
10.	 Foreign Liquor (a) Whisky, Rum, Gin, Vodka, Brandy other than wines with or without rectified spirit/milk punch/concentrates/malt spirit and the like manufactured outside Indian and whose wholesale price up to Rs. 2,500/- per 750 ml. (b) Whisky, Rum, Gin, Vodka, Brandy other than wines with or without rectified spirit/milk punch/concentrates/malt spirit and the like manufactured outside Indian and whose wholesale price above Rs. 2,500/- per 750 ml. 	Rs. 500 per BL Rs. 1000 per BL
	(c) Wine, Milk Punch Cider, Alcopop, Liqueur and the like manufactured outside India and whose wholesale price is up to Rs. 2,500/-per 750 ml.	Rs. 500 per BL
	(d) Wine, Milk Punch Cider, Alcopop, Liqueur and the like manufactured outside India and whose wholesale price is above Rs. 2,500/-per 750 ml.	Rs. 1000 per BL
	(e) Foreign Beer	Rs. 50 per BL

E. <u>IMPORT FEES</u>

Sr. No.	Particulars	Import Fees per BL (in Rs.)	
1.	Indian Made Foreign Liquor other than milk punch wines and beer	10	
2.	Milk punch and wines	10	
3.	Beer	10	
4.	Country Liquor	10	
5,	Cashew Fenny	10	
6.	Extra Neutral Alcohal	25	

7.	Rectified Spirit/Denatured Spirit	2
8,	Scotch Whisky/Malt Spirit imported in bulk for bottling/manufacture in Daman & Diu.	10

F. EXPORT FEES

Sr. No.	Particulars	Export Fees per BL (in Rs.)
1.	All types of Beer, Rectified Spirit/Extra Neutral Alcohal, Denatured Spirits, IMFL, Wine, CL manufactured in the UT of Daman & Diu and exported to any place outside the UT of Daman & Diu.	0.5

G. FEES FOR RECORDING/REGISTRATION OF LABEL

Sr. No.	Particulars	Items	Recording fee per annum (per label)
1.	Label Recording/ Registration Fees	(a) All brands : IMFL, Beer, Foreign Liquor, Wine etc.	Rs. 20,000
		(b) Country Liquor and Cashew Fenny	Rs. 10,000

This notification shall come into force with immediate effect and the fees for the items numbers A, B, C and G will be with effect from the FY 2018-19.

By Order and in the name of Administrator of Daman & Diu and DNH

Sd/(Kishore Bamania)
Joint Secretary (Taxation)

Place:

Date:

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U.T Administration of Daman & Diu Administrator's Secretariat Excise Department, Daman

No.2/19/EXC-ADM/2019-20/7-33

Date: 14.11.2019

NOTIFICATION

In exercise of the powers conferred by Section 12 read with Section 22 (2) (e) of the Goa, Daman & Diu Excise Duty Act, 1964, as applicable to the Union Territory of Daman & Diu, the Administrator of Daman & Diu, is hereby pleased to introduce following application fees for various type of applications, namely:

I. APPLICATION FEES

Sr. No	Application Type	Application Fees (in ₹)
1	Consollation of Import Dormit	
	Cancellation of Import Permit	5,000/-
2	Cancellation of Export Permit	5,000/-
3	Cancellation of Local Transport Permit	2,500/-
4	Cancellation of NOC	1,000/-
5	Validity Extension of Permit	2,500/-
6	Vehicle Number Change in Permit	1,000/-

The notification shall come into force with immediate effect.

By order and in the name of Administrator of Daman & Diu

Place: Daman

Date:- 14.11.2019

(Kishore Bamania)

Joint Secretary (Taxation)



U.T. Administration of Daman & Diu Administrator's Secretariat Excise Department, Daman

No.2/19/EXC-ADM/2018-19/ 1305

Date: 02/03/2019

NOTIFICATION

In exercise of the powers conferred by Section 22 of Goa, Daman & Diu Excise Duty Act, 1964, as applicable to the Union Territory of Daman & Diu, the Administrator of Daman & Diu is hereby pleased to make the following changes to import Fees as prescribed in Notification No. 2/19/EXC-ADM/2017-18/52 dated 19th April 2018, namely:

S. No.	Excise Item	Existing Import Fees	New Import Fees
1.	Rectified Spirit (RS)	Rs. 2 per BL	Rs. 12 per BL
2.	Extra Neutral Alcohol (ENA)	Rs. 25 per BL	Rs. 12 per BL

The notification shall come into force with immediate effect.

By order and in the name of Administrator of Daman & Diu

(Kishore Bamania)
Joint Secretary (Taxation)



U.T. Administration of Dadra And Nagar Haveli & Daman & Diu Office of the Assistant Commissioner of Excise Excise Department, Daman

No. 3/1717/EXC-ADM/2019-20/ 4-33

Date: **5** 4 DEC 2020

Administrative Order

The approval of the Commissioner of Excise, Dadra and Nagar Haveli and Daman and Diu is hereby conveyed for documents required to be uploaded with the application on website www.ddnexcise.gov.in for the following services provided by the Excise Department for time bound delivery of services to the general public and license holders.

Sr. No.	Name of Application	Documents Required to be Uploaded with Application
1	Local Transport Permit (IMFL/CL/BER/FL)	Excise duty challan
		Bottling fees challan
		Any other necessary document as and when required
	Local Transport Permit (Spirit)	Excise duty challan
2		Alcohol performa
		Purchase order
		Any other necessary document as and when required
	NOC (Spirit)	Consigner consent letter
3		Alcohol performa
100		Any other necessary document as and when required
4	Import Permit (IMFL/CL/BER/FL)	Authorized Letter from The Sender
		Excise Duty Challan
		Import Fees Challan
		Any other necessary document as and when required
100	Import Permit (Spirit)	Authorized letter from the sender
5		NOC issued by the Excise Department
3		Import fees challan
		Any other necessary document as and when required
	Export Permit (IMFL/CL/BER/FL)	Import Permit issued by respective Excise Department
		Export fees challan
6		Bottling fees challan
		Confirmation letter from respective Excise Department
		Purchase order
		Any other necessary document as and when required
	Export Permit (Spirit)	Import Permit Issued by Respective Excise Department
7		Export Fess Challan
		Any other necessary document as and when required
		Authorized letter by Distillery/Brewery/Wholesaler
	Brand/Label Registration	Bonded warehouse license renewal copy
8		Cost Card for MRP
		Distillery/Brewery/Wholesaler License Renewal copy
		Food Safety and Standard Authority certificate for Distillery/Brewery
		GS 1 Barcode verification report

Brand/Label document

Any other necessary document as and when required





U.T. Administration of Dadra And Nagar Haveli & Daman & Diu Office of the Assistant Commissioner of Excise Excise Department, Daman

		Aadhar card
9		
	Renewal of Licenses	Election card
	Reflewal of Licenses	Pan card
		Renewal fees challan
		Any other necessary document as and when required
10	Maria I and a second	An affidavit of the original existing licensee with reasons for retirement from the license and also stating that he will not have any right to claim in the license after retirement.
	Withdrawal of Partner in License	An affidavit from the exiting partner stating that he/she does not have any objection if permission is granted for retirement /withdrawal from the license.
		Draft of retirement/ dissolution deed.
		Any Other Necessary Document
11		An affidavit filed by the licensee requesting the transfer of a premises citing the reason. An affidavit of the owner of the premises on which the
		license is to be transferred giving NOC for such transfer. An affidavit filed by the applicant stating in good faith
		whether the applicant/licensee was/were previously
		convicted under any law for time being in force.
		An affidavit filed by the applicant stating that the
		applicant/licensee is a citizen of India and as such does
		not hold citizenship/nationality of any other country.
	Transfer of Premises	Plan of the proposed premises.
		A copy of form No. I & XIV shows the survey number and
		the name of the owner.
		A completion certificate of the premises issued by the Competent Authority.
		NOC on sanitary point of view issued by the Director of
		Medical & Health Services, PHC, Daman.
		NOC from concerned Municipality/Gram Panchayat issued
		by the Competent Authority.
		NOC from the Fire and Emergency Services, Daman.
		Any Other Necessary Document
-		An affidavit submitted by the applicant/licensee.
į		An approved plan of the proposed premises in which
		liquor is to be stored, giving details of the location of the
		room or building to be utilized as warehouse and giving
		the sketch thereof.
		An agreement made by licensee with the owner of the
42		premises for allowing the storage of liquor.
12		A copy of form No. I & XIV showing the survey Number and name of the land owner on which the premises is
	-	constructed.
		A copy of site plan showing the exact location of the
	}-	proposed premises.
		NOC from the Competent Authority of concerned Municipality/Gram Panchayat.
	r	An affidavit from the owner of the premises stating that
		he/she does not have any objection storage of liquor in the premises.



U.T. Administration of Dadra And Nagar Haveli & Daman & Diu Office of the Assistant Commissioner of Excise Excise Department, Daman

		A plan of the premises showing the exact location of the premises having shown all four direction of the said premises.
		A copy of NOC from Fire & Emergency Department, Daman for allowing the storage of liquor on such premises.
	¥	Any Other Necessary Document
13		Invitation Card of Occasion
	Occasional License	Address and identity proof
		Any other Necessary Document

This is issued with the approval of Commissioner of Excise, Dadra & Nagar Haveli and Daman & Diu.

Assistant Commissioner of Excise,
Daman