

OFFICE OF THE COMMISSIONER, EXCISE, ENTT. & LUXURY TAX  
GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
L&N BLOCK, VIKAS BHAWAN, IP RSTATE NEW DELHI

No. F. 2(111)/Ex/HCR/Renewal/2021-22/1078

Dated: 19/03/2021

CIRCULAR

**Subject: Renewal of License in form of L-17/L-17F, L-18/L-18F and L-19/L-19F for the year 2021-22.**

Whereas, the Excise Retail licenses for consumption "on" the premises have been granted by the Government for operating in jurisdiction of NCT of Delhi in the form of L-17/L-17F, L-18/L-18F, L-19/L-19F.

And whereas, the Government of NCT of Delhi is currently in the process of framing revised Excise Policy which will comprehensively address all issues currently being faced with regard to the sale of liquor in the National Capital Territory of Delhi.

And whereas, the framing of the said policy is at an advanced stage based upon comments provided by stakeholders/general public.

And whereas, pending finalization of the new Excise Policy, it has been decided by the Competent Authority to renew all existing L-17/L-17F, L-18/L-18F, L-19/L-19F for a period of 3 months from **01.04.2021 to 30.06.2021** on payment of proportionate license fee **ON OR BEFORE 28.03.2021** for the said period of 3 months subject to the following conditions:

1. All the licensees of L-17/L-17F, L-18/L-18F, L-19/L-19F, are hereby directed to submit their application for renewal of license online by accessing their account in ESCIMS portal through their I.D. and password along with the applicable license renewal fee for the period of 3 months by providing the requisite information and payment of renewal license fee on or before 28.03.2021.
2. After due submission of application, the Licensee should accept the declaration as per enclosed Performa.
3. The Licensee should ensure that the licenced premises remains in his legal possession during the currency of licence as required under section 13 (1) (f) of the Delhi Excise Act, 2009.
4. The license fee has been increased by 10% from the last year license fee in compliance to the Notification No. F.12(4)/Fin(Rev-I)/15-16/dsvi/587 dated 22.07.2015 issued by Finance Department, GNCT of Delhi and accordingly the revised license fee for the period 01.04.2021 to 30.06.2021 will be adjusted and levied on proportionate basis for the period of 3 months on the fee structure with an increase of 10% per annum which will be calculated as per the fee structure described as follows:



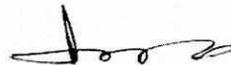
Cont... Pg-2

**FEE STRUCTURE FOR L-17/L-17F LICENSES (Rounded off to nearest Rupee)**

L-17/L-17F	Licence fee for excise year 2019-20	Licence fee for 07 days	Licence fee applicable for 2020-21	Licence fee for 161 days	Total Licence fee allowed to be adjusted of excise year 2021-22	Licence fee for excise year 2021-22 after 10% increase	Applicable Licence fee of quarter w.e.f. 01.04.2021 to 30.06.2021	Licence fee after adjustment of fee paid for lockdown period (who paid complete licence fee in single installment for excise year 2020-21)
	A	B	C	D	E (B+D)	F(Cx110%)	G (F/4)	H (G-E)
Up to 50 covers	841492	16138	925641	408296	424435	1018205	254551	-169883
Up to 100 covers	1195805	22933	1315386	580211	603145	1446925	361731	-241413
Up to 200 covers	1594405	30578	1753846	773614	804192	1929231	482308	-321884
Above 200 covers	2037296	39071	2241026	988507	1027579	2465129	616282	-411297

**FEE STRUCTURE FOR L-18/L-18F LICENSES (Rounded off to nearest Rupee)**

L-18/L-18F	Licence fee for excise year 2019-20	Licence fee for 07 days	Licence fee applicable for 2020-21	Licence fee for 161 days	Total Licence fee allowed to be adjusted of excise year 2021-22	Licence fee for excise year 2021-22 after 10% increase	Applicable Licence fee of quarter w.e.f. 01.04.2021 to 30.06.2021	Licence fee after adjustment of fee paid for lockdown period (who paid complete licence fee in single installment for excise year 2020-21)
	A	B	C	D	E (B+D)	F(Cx110%)	G (F/4)	H (G-E)
Up to 50 covers	442891	8494	487180	214893	223387	535898	133975	-89412
Up to 100 covers	620047	11891	682052	300850	312742	750257	187564	-125177
Up to 200 covers	797203	15289	876923	386807	402096	964615	241154	-160942
Above 200 covers	974359	18686	1071795	472764	491451	1178975	294744	-196707



FEE STRUCTURE FOR L-19/L-19F LICENSES (Rounded off to nearest Rupee)

L-19/L-19F	Licence fee for excise year 2019-20	Licence fee for 07 days	Licence fee applicable for 2020-21	Licence fee for 161 days	Total Licence fee allowed to be adjusted of excise year 2021-22	Licence fee for excise year 2021-22 after 10% increase	Applicable Licence fee of quarter w.e.f. 01.04.2021 to 30.06.2021	Licence fee after adjustment of fee paid for lockdown period (who paid complete licence fee in single installment for excise year 2020-21)
	A	B	C	D	E (B+D)	F(Cx110%)	G (F/4)	H (G-E)
Up to 50 covers	1682984	32276	1851282	816593	848869	2036410	509103	-339767
Up to 100 covers	2391608	45866	2630769	1160421	1206288	2893846	723461	-482826
Up to 200 covers	3188810	61155	3507691	1547228	1608383	3858460	964615	-643768
Above 200 covers	4074590	78143	4482049	1977013	2055156	4930254	1232563	-822593

The above mentioned License fee for L-17/17F, L-18/L-18F and L-19/19F licenses are the same as applicable as on date, the Department reserves the right to review the license fee and in case the same is increased, the licensee shall be liable to pay the increased amount within the stipulated time period failing which the Department shall have the right to stop the transport permit of the unit or take any other suitable action.

It is further to inform that there will be no workflow for approval of Restaurant Renewal ARN. After the payment is successful, the status of the Renewal ARN will change to "Deemed Renewed".

- The following message will be shown to Restaurant Licensee post successful payment of Renewal fee -  
"Your License has been deemed renewed for the Excise Year <Excise Year Value>, subject to verification of Additional Details as per Department's Requirement. Please fill and complete the 'Provide Additional Details' form by going to the following link: License → Provide Additional Details."
- Also post successful payment of Renewal Fee, Restaurant Licensee will be able to download the deemed Renewed License copy by going to the following link: License → Print Letters.



Besides above, the existing licensees are required to fill and complete the 'Provide Additional Details' form by going to the following link: License → Provide Additional Details."

Only the following documents will be mandatory to uploaded by Restaurant Licensees in 'Provide Additional Details' in addition to affidavit form which will have to be filled and completed by the Restaurant Licensees as part of the 'Provide Additional Details' functionality by 30th April 2021:

1. Copy of Insurance against Fire & Natural Hazard.
2. Fire NOC (mandatory for the licensees holding L17/17F, L18/18F & L19/19F with gross floor area of more than 90 sqmtrs. as per clarification given by Chief Fire Officer vide letter dated 13.03.2019).
3. In addition to above noted two documents the application under ARN 'provide additional details' can only be submitted on ESCIMS portal once the licensee uploaded copies of licences issued by link departments for previous financial year, e.g. if the licensee is applying for renewal of excise licence for the year 2021-2022, he should upload copy of licenses issued by link department (**viz. copy of FSSAI license, copy of Health & Trade Licence, copy of licence from Eating House from DCP (L)**) for the year 2020-21 alongwith copy of renewal application submitted in concerned department for the year 2021-2022. Although this ARN of 'provide additional details' shall have no effect on renewal of licence, but transport permit (TP) of the licensees shall be made subject to submission of said ARN of 'provide additional details' the date of which has been fixed for 30.04.2021.

In case Licensee, who has made renewal payment successfully, does not submit 'Provide Additional Details' application by 30th April 2021, a batch process will run on 30th April 2021 at 11:30 PM, which will check and mark the licensee status as STOP TP.

To activate the license:

- For Licensee's who have made renewal payment successfully- Such licensees will have to login and apply for provide additional details. When the provide additional details application will get approved by Dept in system, it's License gets enabled.
- For Licensee's who have not made renewal payment - Such licensees will have to make License Renewal payment first and then apply for provide additional details.

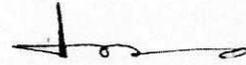


Cont... Pg 5

When the provide additional application will get approved by Dept in system, it's License gets enabled.

All applications for renewal with license fee must be submitted online **ON OR BEFORE 28TH MARCH 2021**, The licensee should submit renewal application with fee by due date accessing their account in ESCIMS portal through their I.D. and password.

This issues with the prior approval of the Competent Authority.



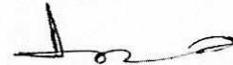
(AJAY KUMAR GAMBHIR)  
ASSISTANT COMMISSIONER (EXCISE)

Copy for compliance:

All the licenses in form of L-17/L-17F, L-18/L-18F and L-19/L-19F.

Copy for information to:

1. PS to the Commissioner (Excise), GNCT of Delhi.
2. PA to Deputy Commissioner (Excise-I)/Deputy Commissioner (Excise-II),, GNCT of Delhi.
3. Project Incharge, TCS to upload the circular on ESCIMS web-site and also to update the license fee accordingly. He is further directed to send the e.mail/SMS/Pop up to the licensee (10 days in advance) who will link documents of fire/insurance (which are going to be expired).
4. The System Analyst, Computer Branch to upload the notice on the official web-site.
5. Notice Board.



(AJAY KUMAR GAMBHIR)  
ASSISTANT COMMISSIONER (EXCISE)

## PROFORMA

The licensee shall have to give declaration in the attached proforma:-

1. Declaration will include following points:-

- a. All the Directors/Partners/Proprietors of the company/firm are citizens of India.
- b. None of the Directors/Partners/Proprietors of the company/firm have been disqualified under Section 13 of Delhi Excise Act, 2009.
- c. There are no criminal antecedents or cases pending against any of the Directors/Partners/Proprietors of the company/firm in any Court of Law.
- d. The company/firm has no government dues.
- e. The business premises have not been constructed in violation of any law and I/we are legally in possession of the same.
- f. The Directors/Partners/Proprietors of the company/firm do not indulge in any other business from same premises other than liquor for which license is being granted.
- g. The Directors/Partners/Proprietors of the company/firm do not possess any wholesale license or any other retail license of liquor.
- h. The Company/firm has applied for renewal of licenses with FSSAI/MCD/NDMC/Delhi Police/Delhi Fire Service and these have not been cancelled by any of the concerned authority.
- i. The licensed premises is duly insured against fire and natural hazard.
- j. Installation of CCTV cameras systems having coverage of minimum 50 meters and archival period of 30 days in good working condition.
- k. There is no change in constitution of company/firm. The Directors/Partners/Proprietor of the company is same.
- l. The Company/firm is registered with DVAT and Income Tax Department and the due returns have been filed with the concerned authority.

- m. The Directors/Partners/Proprietors of the company/firm shall abide by all instructions/orders issued by the Excise Department time to time.
- n. All stock of liquor shall be received and sold through ESCIMS only and stock take shall be performed on regular basis as per guidelines.
- o. I will abide by the terms and conditions of the new policy to be decided by the Government for 2021-22.
- p. Further, I am fully aware that my license validity is only for three months i.e. w.e.f. 01.04.2021 to 30.06.2021 and the Government reserves the right to decide the period for which my license has been granted. The Government shall not be under any obligation whatsoever to continue my license beyond expiry i.e. 30.06.2021.
- q. The Government reserves the right to review the manner of levying licenses 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.
- r. This is subject to the fact that if any of the linked licences/permissions are cancelled, the excise licence will be deemed cancelled.

I certify that particulars stated above are correct to the best of my knowledge and non-material facts to be concealed. (Checkbox declaration)

2. **Applicant will not be allowed to submit the renewal application without accepting the declaration.**

3. A confirmation alert will be occurred at time of submitting renewal application stating that "Do you want to proceed"?

4. Original License start date cannot be current date and future date.

5. A following note on renewal screen will be displayed:

"In case of any change in the Directors/Partners/Proprietors, information shall be updated in the ESCIMS prior filling of renewal".

7 The license shall be liable for cancellation if any document produced/placed on record or any point of declaration undertaken found to be false or forged.

8. Undertaking accepted by licensee at the time of applying renewal will be printed on second page of renewal letter for the period 01.04.2021 to 30.06.2021 having header.

Note:

Given false declaration/information shall liable for cancellation of license and also panel action against the existing licensee.