

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI**  
**O/O COMMISSIONER OF EXCISE, ENTERTAINMENT & LUXURY TAX**  
**IP ESTATE, VIKAS BHAWAN, NEW DELHI-110002**

F.NO.199/Ex/M&TP/Misc/2019-20 **101-06**

Dated: **5/04/2021**

**CIRCULAR**

M&TP branch of the Excise Department renews licenses/permits in form of L-4, L-5, L-25, L-26, L-27, L-34, L-35, P-2, P-3, P-4, P-5, P-6, DD-9 & Authorization Permit(AP) on annual basis to operate in the jurisdiction of National Capital Territory of Delhi.

Previously, in compliance of the circular dated 11.08.2015, the above mentioned licenses were renewed online as well as offline i.e. by manual stamping on the licenses/permits after the physical verification of the documents related to the renewal of licenses/permits.

Now, under the initiative "Ease of Doing Business", the Excise Department has made provisions for auto-renewal of above mentioned licenses after paying the prescribed license renewal fee.

Accordingly, henceforth the applicants after paying the prescribed license renewal fee will upload the requisite documents on the ESCIMS portal as per the check list. Thereafter, approved license/permit will be generated online which can be downloaded by the licensee.

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

*Handwritten signature and date: 05/04/2021*

(Neeraj Gupta)

Asstt. Commissioner(M&TP)

Copy to:

1. All the L-4, L-5, L-25, L-26, L-27, L-34, L-35, P-2, P-3, P-4, P-5, P-6, DD-9 & Authorization Permit(AP) license/permit holders for compliance.
2. M/s TCS to communicate individual L-4, L-5, L-25, L-26, L-27, L-34, L-35, P-2, P-3, P-4, P-5, P-6, DD-9 & Authorization Permit(AP) licensees through e-mail provided on ESCIMS portal and also run a ticker for the same on ESCIMS portal.
3. System analyst to upload on ESCIMS portal.

Copy for Information to:

1. P.P.S to Commissioner(Excise), GNCTD.
2. P.S. to Dy. Commissioner(Excise), GNCTD.
3. Asstt. Commissioner(EODB/EXCISE), GNCTD.