

Import CSD Control & Regulation User Reference



**Excise Department
Government of Meghalaya**



C-TEL INFOSYSTEMS PVT. LTD
Hyderabad, Telangana

Table of Contents

1. Overview..... 3

2. Brand Registration 3

3. Hologram Procurement Process16

4. Indent raising33

5. Pass issued38

6. Production & dispatch.....44

7. Receive Stock.....68

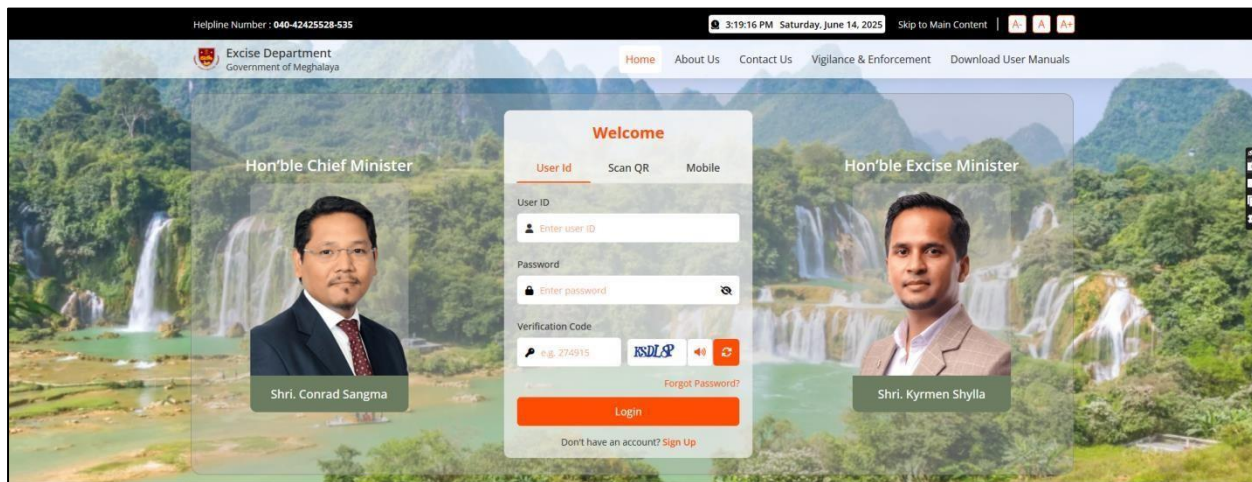
Import CSD Control & Regulation User Reference

1. Overview

The Military Procurement module in IEMS is designed to oversee and streamline the procurement, packing, and distribution process of alcoholic beverages for military establishments. This module manages the end-to-end workflow starting from brand registration and hologram procurement by the importer, permit issuance by CSD, case barcode generation and Parent–Child mapping by the centralized CBW user, through to final stock dispatch and receipt by military units. It ensures accuracy, traceability, and compliance with excise department regulations while providing centralized control over production and distribution.


2. Brand Registration


- Enter the login credentials of Applicant Username and Password along with verification code and click on Login to get login to the application. login button to access the application dashboard.




- Upon successful login to the application, the screen will display the following tabs.

Import CSD Control & Regulation User Reference

 **Excise Department**
Government of Meghalaya

 **Tickets**
Support / Tickets

59:54

 **Srinu**
Applicant

Search Menu

License Management

Brand Label Management

User

Others / Support

Notification Configuration

Tickets

Logout

10

Search records

Start Date

10-Sep-2025

End Date

10-Sep-2025

Status

New

Search

S.No	Ticket Number	Location Name	User ID	Mobile Number	Ticket Type	Ticket Raised Date	Assigned To	Ticket Closed Date	Action/View	Status
No data available										

Showing 0 to 0 of 0 entries

+ Add Ticket

Helpline: 7331118981 - 85 | Meghalaya Build V1.0.0.2

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- The user clicks on the Brand Label Management tab.

Import CSD Control & Regulation User Reference

Excise Department
Government of Meghalaya

New Label Application
Brand Label Management / New Label Application

59:50 Srinu Applicant

Search Menu

License Management

Brand Label Management

New Label Application

Price Master

User

Others / Support

Logout

10 Search records

Start Date 10-Sep-2025 End Date 10-Sep-2025 Pending Search

S.No.	Reference Number	Supplier Name	Submitted Date	Payment Details	Status	Label Details	Remarks	Print
No data available								

Showing 0 to 0 of 0 entries

+ Label Registration

Helpline: 7331118981 - 85 | Meghalaya Build V1.0.0.2

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- Then, the user clicks on the + Label Registration.

New Label Application
Brand Label Management / New Label Application / Label Application

59:53 Srinu Applicant

Name of the Company* Select Application Type* Select Financial Year 2025-2026

Brand Name	Brand Number	Segment	Strength (* Proof)	Strength (* UP)	Strength (V/V)	Size & Price Details						
Brand Name	Brand Number	Segment	*Proof	*UP	V/V	Issued For	State/Overseas	Size	Pack Type	Ex Bond Price	Profit Margin%	Brand Barcode
						Select Issued For	Select	Select Size	Select Pack Type	Ex Bond Price	Profit	Brand Barcode

Remove Row New Row

Cancel Save

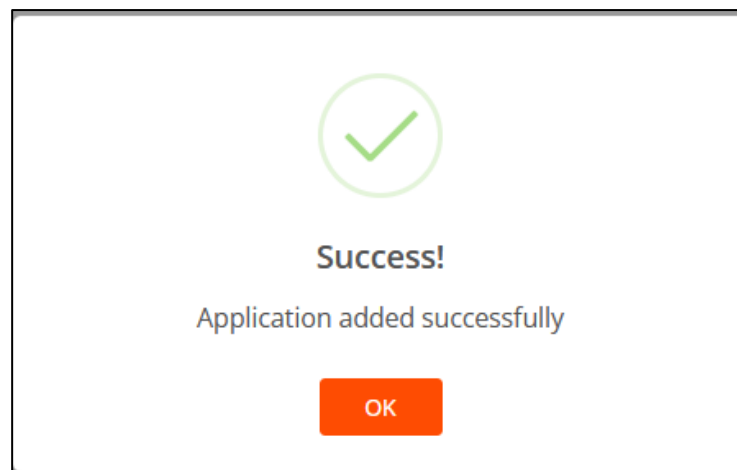
- The user chooses the Name of the Company from the available options.
- The user chooses the Application Type from the available options.
- If the user wants to add multiple Brands, click the '+ New Row' button. To remove unnecessary rows, select the row then click on '- Remove Row' button
- Next, the user enters the brand codes. The system will display all relevant brand details automatically on the screen. Select from the available options.
- Next, the user selects 'Issued For' from the available options, 'State/Overseas' is automatically filled.

Import CSD Control & Regulation User Reference

- Next, the user selects 'Size' and 'Pack Type' from the available options.
- Next, the user enters the 'Ex-Bond Price', and the 'Profit Margin%' is automatically filled.
- Next, the user enters the 'Brand Barcode'.
- If the user wants to add multiples, click the '+ New Row' button. To remove unnecessary rows, select the row then click on '- Remove Row' button.
- After clicking the [Cost Card] button, a Pop-up window will be displayed
- After clicking the [Cost Card] Icon. it will re-direct another window

The screenshot shows the 'New Label Application' form. At the top, there are dropdowns for 'Name of the Company' (SR BUSINESS NAME (2006) - IMPORTER), 'Application Type' (Existing Label Registration), and 'Financial Year' (2025-2026). Below these is a table with columns: Brand Name, Brand Number, Segment, Strength ("Proof"), Strength ("UP"), Strength ("V/V"), and Size & Price Details. The 'Size & Price Details' section includes fields for 'Issued For' (Import), 'State/Overseas' (Meghalaya), 'Size' (750 X 1), 'Pack Type' (Glass), 'Ex Bond Price' (\$2200), 'Profit Margin%' (20), 'Brand Barcode' (354354), 'Category' (Super Premium Brand), and 'Cost Card' (Cost Card). There are also '+ New Row' and '- Remove Row' buttons. At the bottom right, there are 'Cancel' and 'Save' buttons.

- After filling in all the mandatory fields, click the 'Save' button.
- If the user clicks the 'Cancel' button, they will be directed to the New Label Application page without saving the details.
- After click on Save button.
- If the indent is saved successfully, a confirmation pop-up message will be displayed on the screen.



- Click on the "OK" button in the confirmation pop-up.
- The system will automatically redirect the user to the Label Details page, where all previously created indents can be viewed.

Import CSD Control & Regulation User Reference

S.No	Issued For	Brand Name	Pack Type	Size (ml)	Physical Cost Card *	Sample Label*
1	Import (Meghalaya)	BLENDERS PRIDE RARE PREMIUM WHISKY	Pet Bottle	750	Upload	Upload

[← Back](#) [✓ Save](#)

- Next, the user clicks on 'Physical Cost Card' upload hyper link tab.

Physical Cost Card [X]

Document * No file selected.

[Upload](#)

- Next, the user needs to upload the document, and after upload it, click on the 'Upload' button. a confirmation pop-up message will be displayed on the screen.

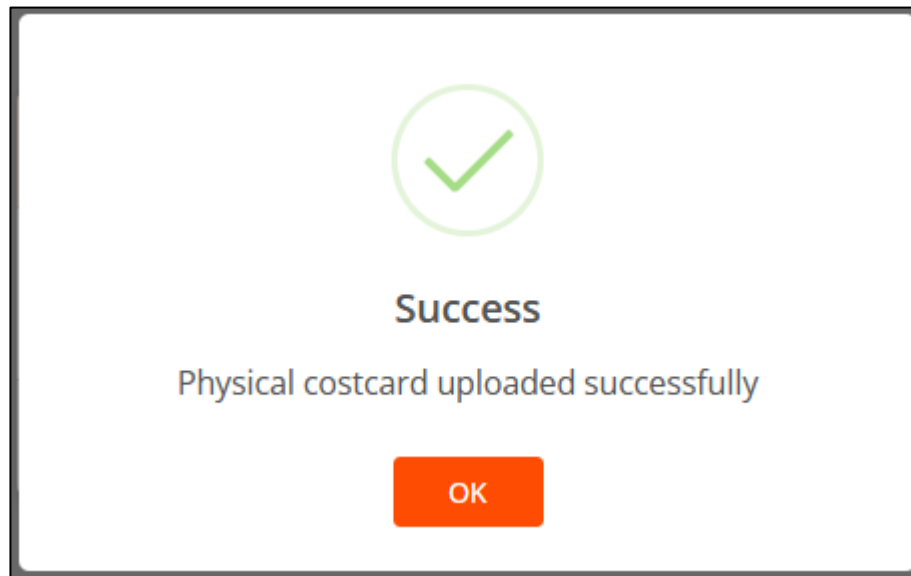
Are you sure?

Do you want to proceed?

[No](#) [Yes](#)

Import CSD Control & Regulation User Reference

- If the user clicks the 'No' button, they will be directed to the file upload page without saving the details.
- Click on the "Yes" button in the confirmation pop-up.




- Click on the "OK" button in the confirmation pop-up.
- The system will automatically redirect the user to the Label Details page, where all previously Details can be viewed with View and Re-upload hyperlink buttons.

Label Details						
Brand Label Management / New Label Application / Label Details						
57:04 Srinu Applicant						
S.No	Issued For	Brand Name	Pack Type	Size (ml)	Physical Cost Card *	Sample Label*
1	Import (Meghalaya)	BLENDERS PRIDE RARE PREMIUM WHISKY	Pet Bottle	750	View Re-upload	Upload
					Back Save	

- If the user clicks the 'View' button, user can view the upload file.

Import CSD Control & Regulation User Reference

SR BUSINESS NAME (8-25 hyd, KHAMMAM, KALLURU, Eastern West Khasi Hills, Meghalaya - 502454) FORM A (See Rule 366)												
Application for Registration of Brand Name and Label to the Commissioner of Excise, Meghalaya, Shillong												
Application Number : LA2006270525156										Date & Time : 27-May-2025 02:49:06 PM		
1)												
S.No.	Name of Brand	Country of Origin	Issued For	State	Strength (° Proof)	Strength (° UP)	Strength (V/V)	Size	No. of Bottles (per case)	Bulk Litre (per case)	London Proof Litre (per case)	Name & Address of Bottling Plant/Brewery/Winery
1	LUIS FELIPE EDWARDS CARMENERE 2023.	Germany	Foreign (BIO)	Meghalaya	25	1	2	750	12	9	N/A	SR BUSINESS NAME 8-25 hyd, KHAMMAM, KALLURU, Eastern West Khasi Hills, Meghalaya - 502454
2	LUIS FELIPE EDWARDS SAUVIGNON BLANC 2023.	Portugal	Foreign (BIO)	Meghalaya	25	1	2	750	12	9	N/A	SR BUSINESS NAME 8-25 hyd, KHAMMAM, KALLURU, Eastern West Khasi Hills, Meghalaya - 502454
2) The Country of Origin of the Liquor : Germany, Portugal												
3) Name and Address of the Firm : SR BUSINESS NAME 8-25 hyd, KHAMMAM, KALLURU, Eastern West Khasi Hills, Meghalaya - 502454												
4) List of Documents enclosed :												
(a) 2 sets of labels of every size duly authenticated by the applicant with his dated signature in full.												
(b) Cost card of the indented brands.												
 <div style="text-align: right;">Srinu Applicant</div>												

- If the user clicks the 'Re-upload' hyperlink button, the system opens the upload file page where the user can select a new document and then click the 'Upload' button

Physical Cost card Re-upload
✕

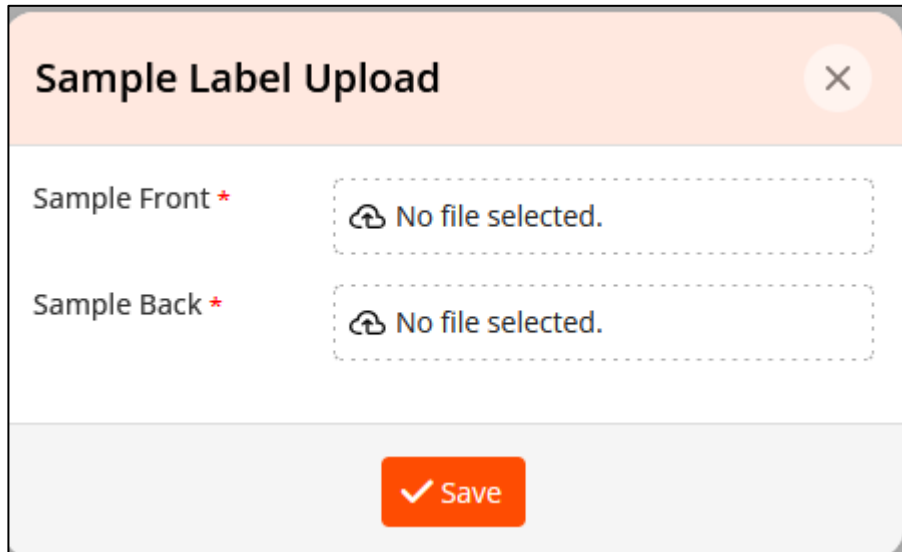
Document *

📁 No file selected.

✓ Upload

Import CSD Control & Regulation User Reference

- Next, the user clicks on 'Sample Label' upload hyper link tab.

A screenshot of a web form titled "Sample Label Upload" with a close button (X) in the top right corner. The form has two input fields: "Sample Front" and "Sample Back", both marked with a red asterisk. Each field has a dashed border and contains a cloud icon and the text "No file selected.". At the bottom of the form is an orange button with a white checkmark and the text "Save".

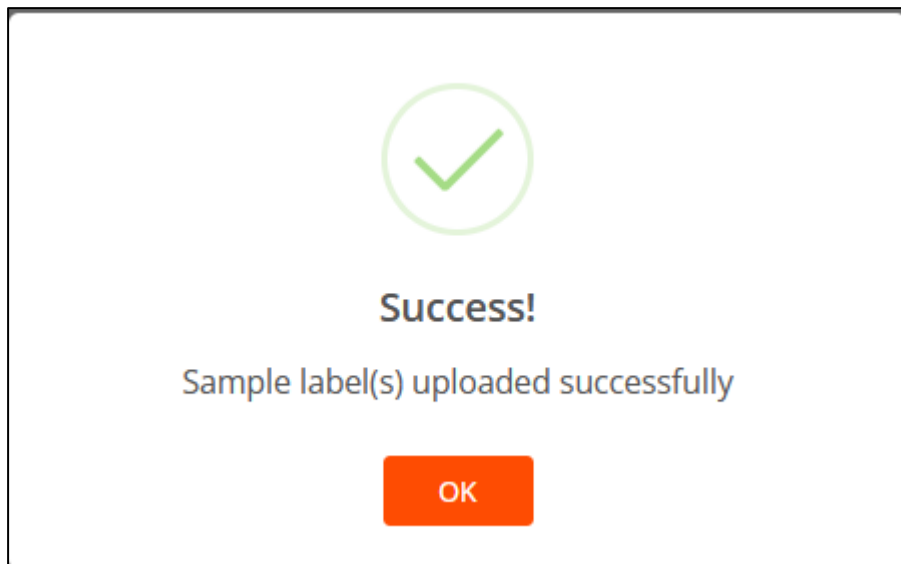
Sample Label Upload [X]

Sample Front * [No file selected.]

Sample Back * [No file selected.]

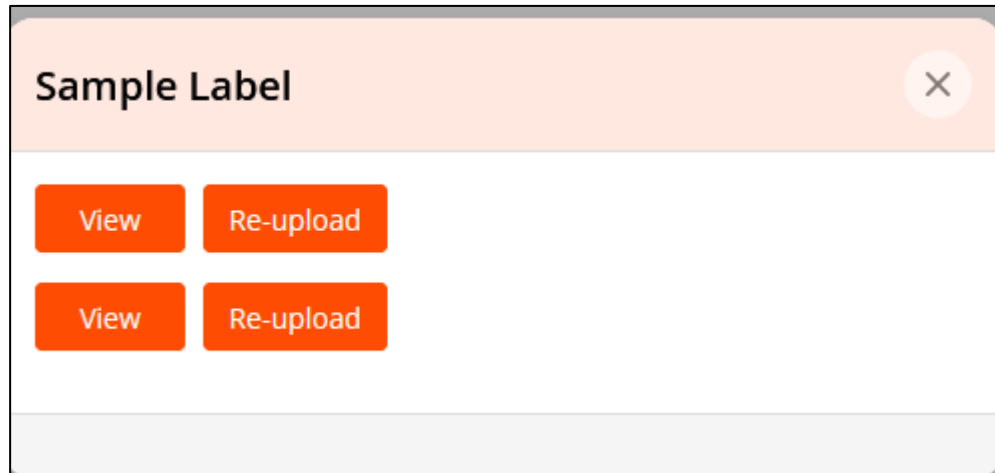
[Save]

- Next, the user needs to upload the 'Sample Back' and 'Sample Front' documents, and after uploading them, click on the 'Save' button.
- After clicking the 'Save' button, a confirmation pop-up is displayed.

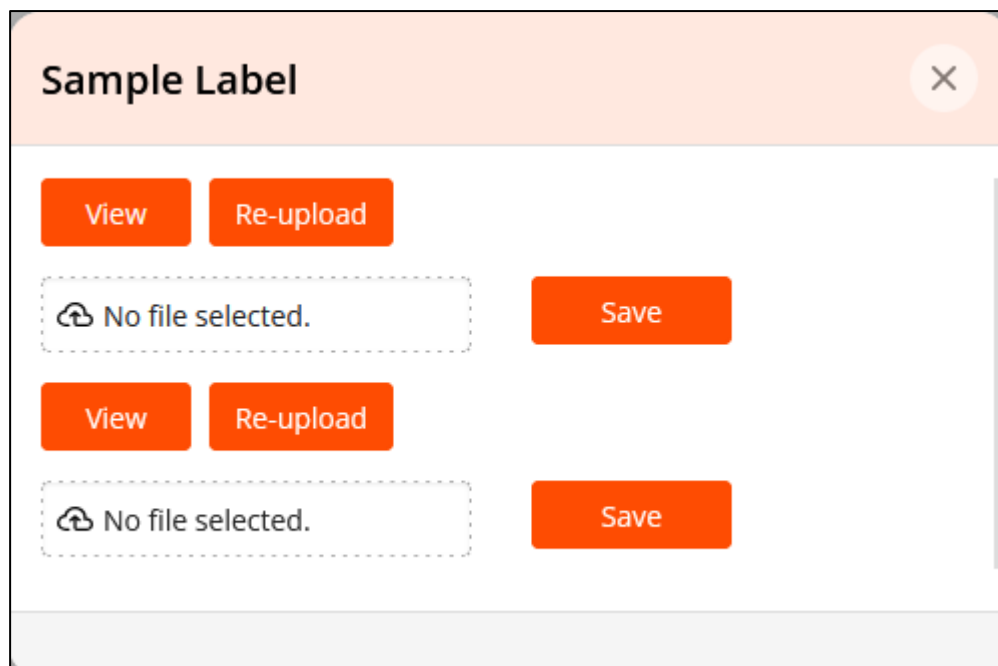


- Click on the "OK" button in the confirmation pop-up.
- The system will automatically redirect the user to the Label Details page, where all previously created details can be viewed. If the user clicks the Sample Label 'view' hyper link tab

Import CSD Control & Regulation User Reference



- If the user clicks the Sample Label 'view' hyperlink tabs. User can view the upload the documents.
- If the user clicks the 'Re-upload' hyperlink buttons, the system opens the upload file fields where the user can select a new document and then click the 'save' button.



- After click on the 'save' button confirmation pop-up is showing. click on the "OK" button in the confirmation pop-up.

Import CSD Control & Regulation User Reference


- The system will automatically redirect the user to the Label Details page, where all previously created indents can be viewed.


←

Label Details

Brand Label Management / New Label Application / Label Details

🕒 58:30

 Srinu

Applicant 

S.No	Issued For	Brand Name	Pack Type	Size (ml)	Physical Cost Card *	Sample Label*
1	Import (Meghalaya)	BLENDERS PRIDE RARE PREMIUM WHISKY	Pet Bottle	750	<div>ViewRe-upload</div>	<div>View</div>

← Back

✓ Save

- If user want click on 'Back' button. page will navigate the previous page.

New Label Application

Brand Label Management

/ New Label Application

/ Label Application

54:06

Srinu Applicant

Name of the Company*

SR BUSINESS NAME (2006) - IMPORTER

Application Type*

Existing Label Registration

Financial Year

2025-2026

Brand Name

Brand Number

Segment

Strength (* Proof)

Strength (* UP)

Strength (V/V)

Size & Price Details

Brand Name

Brand Number

Segment

*Proof

*UP

V/V

Issued For

State/Overseas

Size

Pack Type

Ex Bond Price

Profit Margin%

Brand

Select Issued For

Select

Select Size

Select Pack Type

Ex Bond Price

Profit

Brand B

Remove Row

New Row

Cancel

Save

S.No	Brand Name	Brand Number	Segment	Strength (* Proof)	Strength (* UP)	Strength (V/V)	Issued For	State	Size	Pack Type	Ex Bond Price	Profit Margin%	B
1	BLENDERS PRIDE RARE PRE	0002	WHISKY	75	25	42.8	Import	Meghalaya	750X4	Pet Bottle	125	20	45252

Update

- After clicking the Save button, navigate to the 'Label Documents' page. User need to click on the “No file selected” and providing remarks in the text field , and then click the Submit button.

Import CSD Control & Regulation User Reference

Label Documents
Brand Label Management / New Label Application / Label Documents

55:21 Srinu Applicant

Label Registration Documents

Application form from the Company* No file selected.

Remarks*

Note : After submission, no further modifications can be made to the application.

Back Submit

- After click on the 'Submit' button, the next screen will appear

Label Documents
Brand Label Management / New Label Application / Label Documents

53:52 Srinu Applicant

Label Registration Documents

Application form from the Company* sr Gate Pass.pdf

Remarks*

Note : After submission, no further modifications can be made to the application.

Success!
Application submitted successfully

OK

- After click on the 'OK' button, the new brand details will be shown on the next screen.
- Note: Application is submitted than it will forwarded to Inspector of Excise

Import CSD Control & Regulation User Reference

Excise Department

Government of Meghalaya

New Label Application

Brand Label Management / New Label Application

58:44

Srinu

Applicant

Search Menu

License Management

Brand Label Management

New Label Application

Price Master

User

Others / Support

Logout

10



LA2006100925582

Start Date11-Sep-2025

End Date11-Sep-2025

Pending

Search

S.No.	Reference Number	Supplier Name	Submitted Date	Payment Details	Status	Label Details	Remarks	Print
1	LA2006100925582	SR BUSINES NAME	10-Sep-2025 02:08:05 PM		Submitted to Inspector of Excise	View	View	 

Showing 1 to 1 of 1 entries (filtered from 2 total entries)

Label Registration

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- The indent after approve Inspector of Excise the following screen will be displayed.

Excise Department

Government of Meghalaya

New Label Application

Brand Label Management / New Label Application

56:40

Srinu

Applicant

Search Menu

License Management

Brand Label Management

New Label Application

Price Master

User

Others / Support

Logout

10



Search records

Start Date10-Sep-2025

End Date11-Sep-2025

Approved

Search

S.No.	Reference Number	Supplier Name	Submitted Date	Payment Details	Status	Label Details	Remarks	Print
1	LA2006100925582	SR BUSINES NAME	10-Sep-2025 02:08:05 PM		Approved	View	View	 

Showing 1 to 1 of 1 entries


Label Registration

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- To preview the final label print.

Import CSD Control & Regulation User Reference

- Label Application Print
[This print is generated after application is submit]

SR BUSINES NAME (8-25 hyd, KHAMMAM, KALLURU, Eastern West Khasi Hills, Meghalaya - 502454) FORM A (See Rule 366)												
Application for Registration of Brand Name and Label to the Commissioner of Excise, Meghalaya, Shillong												
Application Number : LA2006100925582										Date & Time : 10-Sep-2025 02:08:05 PM		
1)												
S.No.	Name of Brand	Country of Origin	Issued For	State	Strength (° Proof)	Strength (° UP)	Strength (V/V)	Size	No. of Bottles (per case)	Bulk Litre (per case)	London Proof Litre (per case)	Name & Address of Bottling Plant/ Brewery/Winery
1	BLENDERS PRIDE RARE PREMIUM WHISKY	India	Import	Meghalaya	75	25	42.8	750	4	3	2.25	SR BUSINES NAME 8-25 hyd, KHAMMAM, KALLURU, Eastern West Khasi Hills, Meghalaya - 502454
2) The Country of Origin of the Liquor : India												
3) Name and Address of the Firm : SR BUSINES NAME 8-25 hyd, KHAMMAM, KALLURU, Eastern West Khasi Hills, Meghalaya - 502454												
4) List of Documents enclosed :												
(a) 2 sets of labels of every size duly authenticated by the applicant with his dated signature in full.												
(b) Cost card of the indented brands.												
												Srinu Applicant

- Local Cost card
[This is print generated individual cost card]

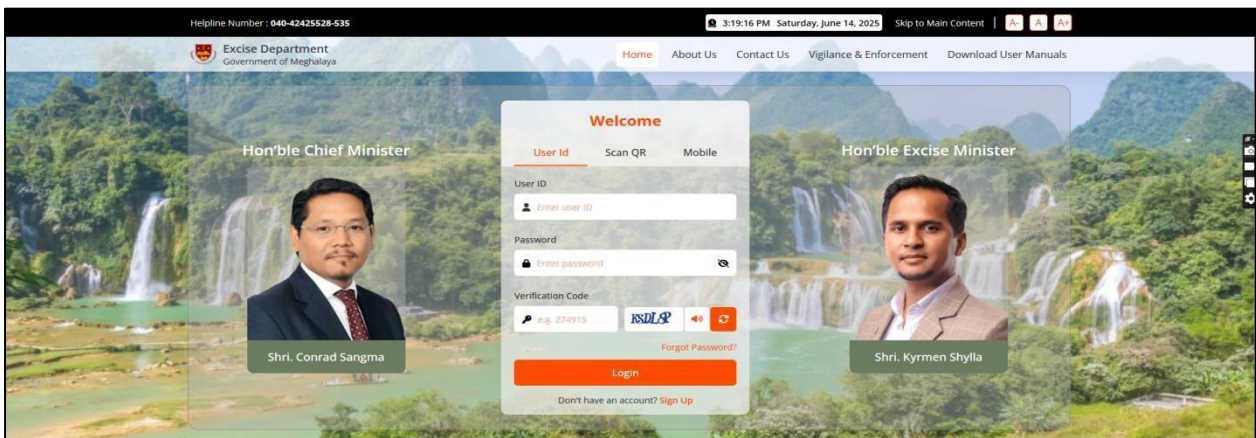
Import CSD Control & Regulation User Reference

Cost Card Print																			
Import Cost Card																			
S.No	Name of Supplier	Brand Name	Brand Number	Pack Type	Segment	Bottle Capacity(ml)	Units Per Case	Ex-Bond Price	TPF/IPF (Per Case)	Literage Fee (Per Case)	Total TPF/IPF (Per Case)	Advalorem (Per Case)	VAI (Per Case)	Total (Per Case)	Profit Margin (Per Case)	Retailer Lifting Fee (Per Case)	MRP (Per Case)	MRP	Category
1	SR BUSINESS NAME	BLENDERS PRIDE RARE PREMIUM WHISKY	0002	Pet Bottle	WHISKY	750	4	125.00	375.00	25.00	400	1070.00	478.50	2073.5	414.70	2.00	2492	623	Deluxe Prestige Brand

This report is generated by Srinu (Applicant) on 11-Sep-2025 at 11:29:46 AM

3. Hologram Procurement Process

- The Supplier must enter their User ID and Password in the respective fields.
- Enter the valid captcha in the respective fields.
- Click the login button to access the application dashboard.



- Then user need to select “Hologram Procurement” tab. After selecting the “Hologram Procurement” tab user can able to view the below screen.

Import CSD Control & Regulation User Reference

The screenshot displays the 'Hologram Purchase Indent' application interface. At the top, the header includes the 'Excise Department Government of Meghalaya' logo, the title 'Hologram Purchase Indent', and the user 'Srinu Supplier'. The left sidebar contains a 'Search Menu' and a list of navigation items: 'Master Data', 'Hologram Procurement' (selected), 'Hologram Purchase Indent' (active), 'Hologram Inventory', 'Hologram Packing', 'Offline Challan', 'Stock', 'Dispatch', and 'Others / Support'. The main content area features a search bar with '10' and 'Search records', date filters for 'Start Date' and 'End Date' (both set to '11-Sep-2025'), and a 'Search' button. Below this is a table with columns: 'S.No', 'Supplier Name', 'Indent Number', 'Hologram Quantity', 'Purpose', 'Request Date', 'Payment Details', 'Delivery Challan Number', 'Status/Action', 'Prints', and 'Remarks'. The table is currently empty, displaying 'No data available'. At the bottom of the table area, it shows 'Showing 0 to 0 of 0 entries' and a '+ Hologram Purchase Indent' button. The footer contains the helpline number '7331118981 - 85', the version 'Meghalaya Build V1.0.0.2', and the copyright notice '© 2025 Designed & Developed by C-Tel Infosystems Pvt. Ltd.'.

- After reaching to the above screen user need to select the “Hologram Purchase Indent” tab under “Hologram Procurement” tab. After selecting the “Hologram Purchase Indent” tab user can able to view the below screen.
- After reaching to the above screen user need to click on (+Hologram Purchase Indent).

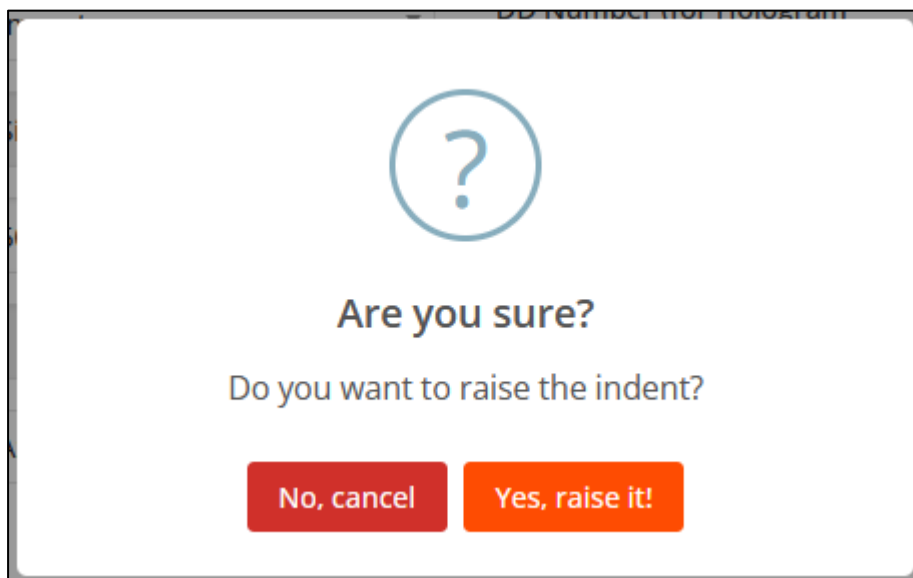
Import CSD Control & Regulation User Reference

The screenshot shows the 'Hologram Purchase Indent' form within the 'Excise Department' system. The form is titled 'Hologram Purchase Indent Details' and contains the following fields:

- Purpose * (Dropdown menu)
- Hologram Colour * (Text input)
- Hologram Quantity * (Text input, with a note 'In multiples of 50000')
- Carton Quantity * (Text input)
- DD Bank (for Hologram Manufacturer)* (Dropdown menu)
- DD Number (for Hologram Manufacturer)* (Text input, with a placeholder 'Please enter DD no')
- DD Amount (Rs.) (for Hologram Manufacturer)* (Text input)
- DD Date (for Hologram Manufacturer)* (Text input, with a value '11-Sep-2025')
- Upload DD Copy (for Hologram Manufacturer)* (File upload button, with a note 'No file selected')
- Remarks (Text input, with a placeholder 'Please enter remarks')

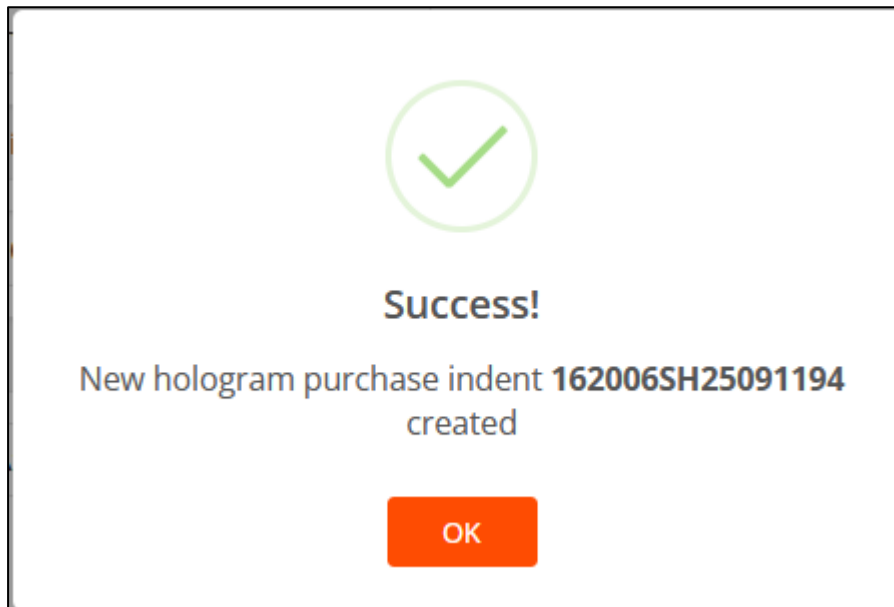
At the bottom of the form, there are two buttons: 'Cancel' and 'Save'. Below the form, there is a table with columns: S.No, Supplier Name, Indent Number, Hologram Quantity, Purpose, Request Date, Payment Details, Delivery Challan Number, Status/Action, Prints, and Remarks. The table is currently empty, showing 'Showing 0 to 0 of 0 entries'. At the bottom of the page, there is a footer with the text 'HelpLine: 7331118981 - 85 | Meghalaya Build V1.0.0.2' and '© 2025 Designed & Developed by C-Tel Infosystems Pvt. Ltd.'.

- After clicking on (+Hologram Purchase Indent) option then below screen will be displayed.
- After reaching to the above screen user need to fill all the necessary details and then need to click on “SAVE” option. After clicking on “SAVE” option below screen will be displayed.





- After reaching to the above screen user need to click on “Yes raise it” in the above displayed pop-up. After clicking on “Yes raise it” below screen will be displayed.

Import CSD Control & Regulation User Reference



- After reaching to the above screen user need to click on “OK” in the above displayed pop-up. After clicking on “OK” in the pop up request will be created successfully and request will be displayed in list view as below screen.

 **Excise Department**
Government of Meghalaya

 **Hologram Purchase Indent**
Hologram Procurement / Hologram Purchase Indent

59:57

Srinu Supplier

Search Menu

Master Data

Hologram Procurement

Hologram Packing

Offline Challan

Stock

Dispatch

Others / Support

Logout

10

Search records

Start Date 11-Sep-2025

End Date 11-Sep-2025

Search

S.No	Supplier Name	Indent Number	Hologram Quantity	Purpose	Request Date	Payment Details	Delivery Challan Number	Status/Action	Prints	Remarks
1	SR BUSINES NAME	162006SH25091194	50000	Import	11-Sep-2025 12:31:38 PM	View	NA	Make Payment	View	

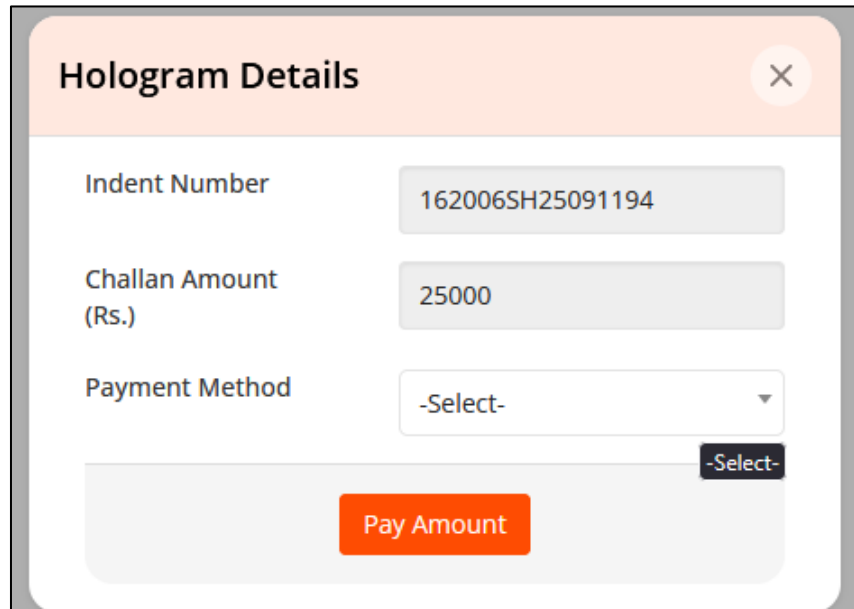
Showing 1 to 1 of 1 entries

[+ Hologram Purchase Indent](#)

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- After reaching to the above screen your need to click on “Make Payment” option. After clicking on “Make Payment” option below screen will be displayed

Import CSD Control & Regulation User Reference



Hologram Details

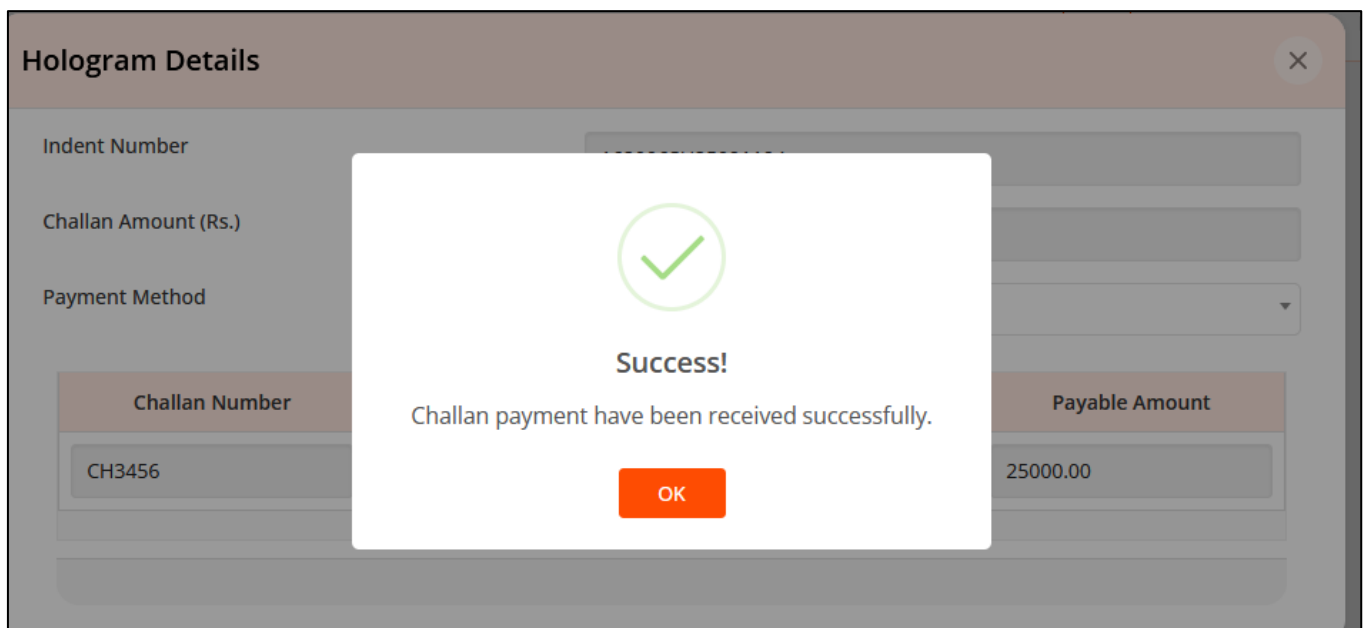
Indent Number: 162006SH25091194

Challan Amount (Rs.): 25000

Payment Method: -Select-

Pay Amount

- Here user can choose the payment method like Online/Offline. User has to choose one payment method and need to click on “Make Payment” option. After successful payment below screen will be displayed.



Hologram Details

Indent Number

Challan Amount (Rs.)

Payment Method

Success!

Challan payment have been received successfully.

OK

Challan Number: CH3456

Payable Amount: 25000.00

- After reaching to the above screen user need to click on “OK” button in the above mentioned pop up. After clicking on “OK” pop up and after successful payment request

Import CSD Control & Regulation User Reference


will be forwarded to Forwarded to Inspector of Excise. In list view request will be displayed as below.


The screenshot displays the 'Hologram Purchase Indent' application interface. The top header includes the 'Excise Department Government of Meghalaya' logo, the application title 'Hologram Purchase Indent', and the user 'Srinu Supplier'. A sidebar on the left contains a 'Search Menu' and a list of navigation items: 'Master Data', 'Hologram Procurement' (selected), 'Hologram Inventory', 'Hologram Packing', 'Offline Challan', 'Stock', 'Dispatch', and 'Others / Support'. The main content area features a table with columns: S.No, Supplier Name, Indent Number, Hologram Quantity, Purpose, Request Date, Payment Details, Delivery Challan Number, Status/Action, Prints, and Remarks. A single entry is shown with S.No 1, Supplier Name SR BUSINESS NAME, Indent Number 1620065H25091194, Hologram Quantity 50000, Purpose Import, Request Date 11-Sep-2025 12:31:38 PM, and Status/Action Forwarded to Inspector of Excise. The bottom of the interface shows a footer with 'Showing 1 to 1 of 1 entries', a '+ Hologram Purchase Indent' button, and copyright information: '© 2025 Designed & Developed by C-Tel Infosystems Pvt. Ltd.'.


S.No	Supplier Name	Indent Number	Hologram Quantity	Purpose	Request Date	Payment Details	Delivery Challan Number	Status/Action	Prints	Remarks
1	SR BUSINESS NAME	1620065H25091194	50000	Import	11-Sep-2025 12:31:38 PM	View	NA	Forwarded to Inspector of Excise		View


- Once the IOE verifies and forwards the indent, it will appear in the Assistant Commissioner's login. The status will be displayed as shown in the screen below.

Import CSD Control & Regulation User Reference

**Excise Department**
Government of Meghalaya

**Hologram Purchase Indent**
Hologram Procurement / Hologram Purchase Indent

59:54  **Srinu**
Supplier

Search Menu 

Master Data

Hologram Procurement

- Hologram Purchase Indent**
- Hologram Inventory

Hologram Packing

Offline Challan




Stock




Dispatch



Others / Support


Logout

10


Start Date  11-Sep-2025 End Date  11-Sep-2025 

S.No	Supplier Name	Indent Number	Hologram Quantity	Purpose	Request Date	Payment Details	Delivery Challan Number	Status/Action	Prints	Remarks
1	SR BUSINES NAME	162006SH25091194	50000	Import	11-Sep-2025 12:31:38 PM		NA	Forwarded to Assistant Commissioner		


Showing 1 to 1 of 1 entries  





Helpline: 7331118981 - 85 | Meghalaya Build V1.0.0.2


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- Once the Assistant Commissioner verifies and forwards the indent, it will appear in the manufacturer's login. The status will be displayed as shown in the screen below.

**Excise Department**
Government of Meghalaya

**Hologram Purchase Indent**
Hologram Procurement / Hologram Purchase Indent

59:58  **Srinu**
Supplier

Search Menu 

Master Data

Hologram Procurement

- Hologram Purchase Indent**
- Hologram Inventory

Hologram Packing

Offline Challan




Stock





Dispatch



Others / Support


Logout

10


Start Date  11-Sep-2025 End Date  11-Sep-2025 

S.No	Supplier Name	Indent Number	Hologram Quantity	Purpose	Request Date	Payment Details	Delivery Challan Number	Status/Action	Prints	Remarks
1	SR BUSINES NAME	162006SH25091194	50000	Import	11-Sep-2025 12:31:38 PM		NA	Forwarded to Manufacturer	 	

Showing 1 to 1 of 1 entries  

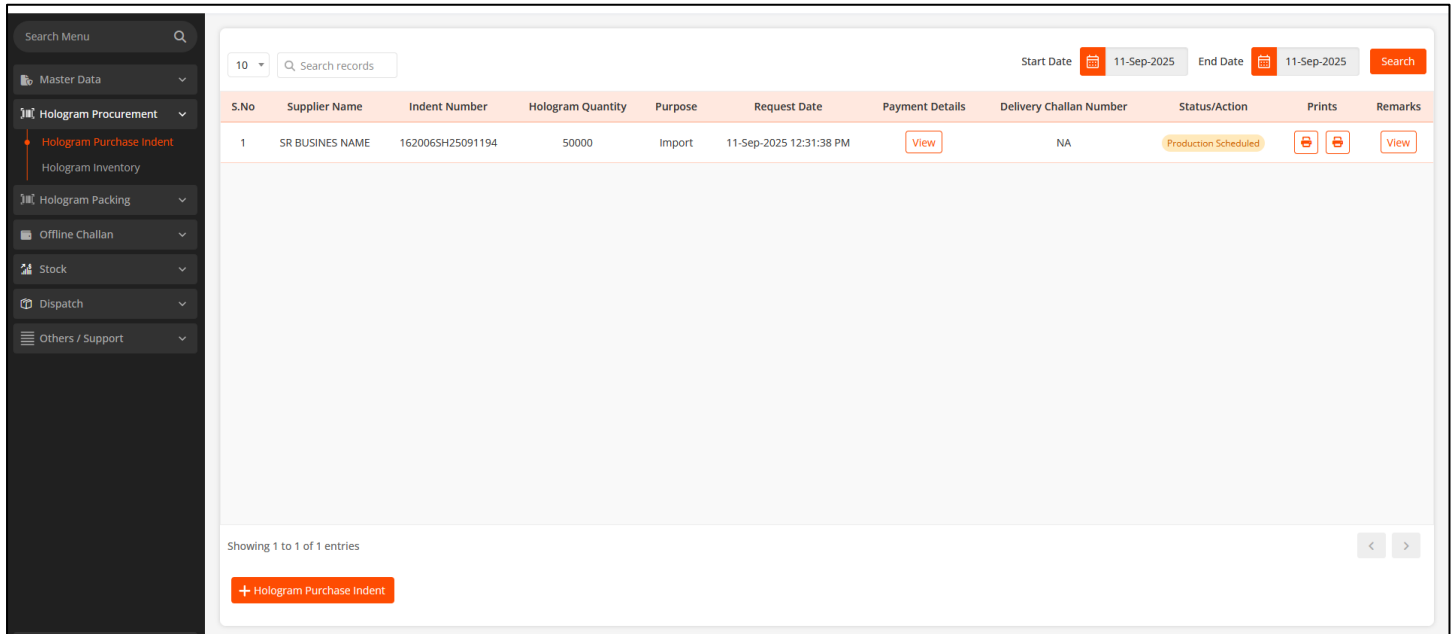


Helpline: 7331118981 - 85 | Meghalaya Build V1.0.0.2

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Import CSD Control & Regulation User Reference

- Once the manufacturer schedules the production, the status will be displayed as shown in the screen below.





The screenshot displays a web application interface for managing Hologram Purchase Indents. On the left is a dark sidebar with a 'Search Menu' and a list of navigation items: Master Data, Hologram Procurement (selected), Hologram Purchase Indent (active), Hologram Inventory, Hologram Packing, Offline Challan, Stock, Dispatch, and Others / Support. The main content area features a table with columns: S.No, Supplier Name, Indent Number, Hologram Quantity, Purpose, Request Date, Payment Details, Delivery Challan Number, Status/Action, Prints, and Remarks. A single record is shown with S.No 1, Supplier Name SR BUSINES NAME, Indent Number 162006SH25091194, Hologram Quantity 50000, Purpose Import, Request Date 11-Sep-2025 12:31:38 PM, and Status/Action Production Scheduled. The interface includes search filters at the top (10 records, 11-Sep-2025), pagination (Showing 1 to 1 of 1 entries), and a '+ Hologram Purchase Indent' button at the bottom left.

S.No	Supplier Name	Indent Number	Hologram Quantity	Purpose	Request Date	Payment Details	Delivery Challan Number	Status/Action	Prints	Remarks
1	SR BUSINES NAME	162006SH25091194	50000	Import	11-Sep-2025 12:31:38 PM	View	NA	Production Scheduled		View

- After the production is completed, the status will be shown as 'Production Completed'.

Import CSD Control & Regulation User Reference

**Excise Department**
Government of Meghalaya

**Hologram Purchase Indent**
Hologram Procurement / Hologram Purchase Indent

59:11
Srinu Supplier

Search Menu

Master Data

Hologram Procurement

- Hologram Purchase Indent**
- Hologram Inventory

Hologram Packing

Offline Challan

Stock



Dispatch

Others / Support

Logout

10 Search records

Start Date 11-Sep-2025 End Date 11-Sep-2025 Search


S.No	Supplier Name	Indent Number	Hologram Quantity	Purpose	Request Date	Payment Details	Delivery Challan Number	Status/Action	Prints	Remarks
1	SR BUSINES NAME	162006SH25091194	50000	Import	11-Sep-2025 12:31:38 PM	View	NA	Production Completed	 	View


Showing 1 to 1 of 1 entries

[+ Hologram Purchase Indent](#)

Helpline: 7331118981 - 85 | Meghalaya Build V1.0.0.2 © 2025 Designed & Developed by C-Tel Infosystems Pvt. Ltd.

- While starting spool packing, the status will be shown as 'Packing In-Process'

**Excise Department**
Government of Meghalaya

**Hologram Purchase Indent**
Hologram Procurement / Hologram Purchase Indent

58:29
Srinu Supplier

Search Menu

Master Data

Hologram Procurement

- Hologram Purchase Indent**
- Hologram Inventory

Hologram Packing

Offline Challan

Stock



Dispatch

Others / Support

Logout

10 Search records

Start Date 11-Sep-2025 End Date 11-Sep-2025 Search

S.No	Supplier Name	Indent Number	Hologram Quantity	Purpose	Request Date	Payment Details	Delivery Challan Number	Status/Action	Prints	Remarks
1	SR BUSINES NAME	162006SH25091194	50000	Import	11-Sep-2025 12:31:38 PM	View	NA	Packing In-process	 	View


Showing 1 to 1 of 1 entries


[+ Hologram Purchase Indent](#)


Helpline: 7331118981 - 85 | Meghalaya Build V1.0.0.2 © 2025 Designed & Developed by C-Tel Infosystems Pvt. Ltd.

- After packing is completed, the status is updated to 'Packing Completed Dispatch In-Process'.

Import CSD Control & Regulation User Reference

**Excise Department**
Government of Meghalaya

**Hologram Purchase Indent**
Hologram Procurement / Hologram Purchase Indent

59:08  Srinu
Supplier

Search Menu

Master Data

Hologram Procurement

Hologram Purchase Indent

Hologram Inventory

Hologram Packing

Offline Challan




Stock





Dispatch

Others / Support


Logout

10


Start Date  11-Sep-2025 End Date  11-Sep-2025 


S.No	Supplier Name	Indent Number	Hologram Quantity	Purpose	Request Date	Payment Details	Delivery Challan Number	Status/Action	Prints	Remarks
1	SR BUSINES NAME	162006SH25091194	50000	Import	11-Sep-2025 12:31:38 PM		20062509IVP25147	Packing Completed, Dispatch In-process	 	


Showing 1 to 1 of 1 entries



- After the manufacturer dispatches the holograms, the status is updated to 'Dispatched to Headquarter'

**Excise Department**
Government of Meghalaya

**Hologram Purchase Indent**
Hologram Procurement / Hologram Purchase Indent

59:58  Srinu
Supplier

Search Menu

Master Data

Hologram Procurement

Hologram Purchase Indent

Hologram Inventory

Hologram Packing

Offline Challan




Stock






Dispatch

Others / Support


Logout

10

Start Date  11-Sep-2025 End Date  11-Sep-2025 

S.No	Supplier Name	Indent Number	Hologram Quantity	Purpose	Request Date	Payment Details	Delivery Challan Number	Status/Action	Prints	Remarks
1	SR BUSINES NAME	162006SH25091194	50000	Import	11-Sep-2025 12:31:38 PM		20062509IVP25147	Dispatched to Headquarter	  	

Showing 1 to 1 of 1 entries



Import CSD Control & Regulation User Reference

- After being received at the headquarters, the status will be shown as 'Hologram Received at Headquarters'

The screenshot displays the 'Hologram Purchase Indent' application interface. The header includes the 'Excise Department Government of Meghalaya' logo, the title 'Hologram Purchase Indent', and a user profile for 'Srinu Supplier'. A sidebar on the left contains a 'Search Menu' and a list of navigation items: 'Master Data', 'Hologram Procurement', 'Hologram Packing', 'Offline Challan', 'Stock', 'Dispatch', and 'Others / Support'. The main content area features a search bar, date filters for 'Start Date' (11-Sep-2025) and 'End Date' (11-Sep-2025), and a 'Search' button. Below this is a table with columns: S.No, Supplier Name, Indent Number, Hologram Quantity, Purpose, Request Date, Payment Details, Delivery Challan Number, Status/Action, Prints, and Remarks. A single entry is shown with S.No 1, Supplier Name 'SR BUSINESS NAME', Indent Number '162006SH25091194', Hologram Quantity '50000', Purpose 'Import', Request Date '11-Sep-2025 12:31:38 PM', Payment Details (with a 'View' button), Delivery Challan Number '20062509IVP25147', and Status/Action 'Hologram Received at Headquarters'. The 'Prints' column contains three printer icons, and the 'Remarks' column contains a 'View' button. At the bottom of the table, it says 'Showing 1 to 1 of 1 entries'. A footer bar includes a 'Logout' button, a helpline number '7331118981 - 85', the version 'Meghalaya Build V1.0.0.2', and a copyright notice '© 2025 Designed & Developed by C-Tel Infosystems Pvt. Ltd.'.

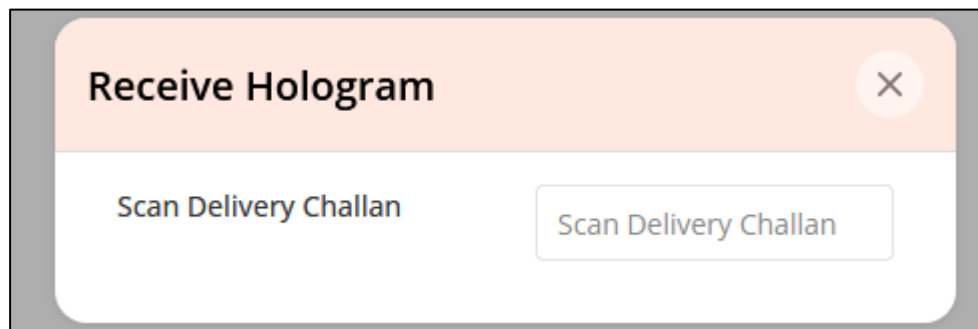
S.No	Supplier Name	Indent Number	Hologram Quantity	Purpose	Request Date	Payment Details	Delivery Challan Number	Status/Action	Prints	Remarks
1	SR BUSINESS NAME	162006SH25091194	50000	Import	11-Sep-2025 12:31:38 PM	View	20062509IVP25147	Hologram Received at Headquarters		View

- After the holograms are dispatched from the headquarters, the application displays the 'Receiving' tab, as shown below

Import CSD Control & Regulation User Reference

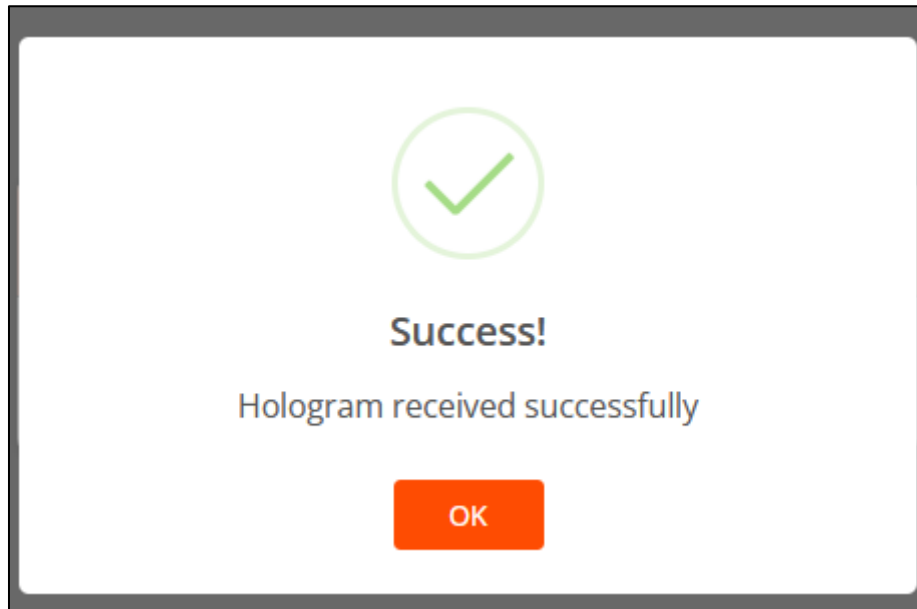
The screenshot shows the 'Hologram Purchase Indent' application interface. The top header includes the 'Excise Department Government of Meghalaya' logo, the application title 'Hologram Purchase Indent', and the user 'Srinu Supplier'. A sidebar on the left contains a 'Search Menu' and a list of navigation items: 'Master Data', 'Hologram Procurement' (selected), 'Hologram Inventory', 'Hologram Packing', 'Offline Challan', 'Stock', 'Dispatch', and 'Others / Support'. The main content area features a search bar, date filters for 'Start Date' (11-Sep-2025) and 'End Date' (11-Sep-2025), and a 'Search' button. Below this is a table with columns: S.No, Supplier Name, Indent Number, Hologram Quantity, Purpose, Request Date, Payment Details, Delivery Challan Number, Status/Action, Prints, and Remarks. The table contains one entry with S.No 1, Supplier Name SR BUSINES NAME, Indent Number 162006SH25091194, Hologram Quantity 50000, Purpose Import, Request Date 11-Sep-2025 12:31:38 PM, Payment Details View, Delivery Challan Number 20062509IVP25147, Status/Action Receive Hologram, Prints (four icons), and Remarks View. At the bottom of the table, it says 'Showing 1 to 1 of 1 entries' and 'Hologram Purchase Indent'. The footer includes 'Logout', 'Helpline: 7331118981 - 85 | Meghalaya Build V1.0.0.2', and '© 2025 Designed & Developed by C-Tel Infosystems Pvt. Ltd.'.

- After clicking on the 'Receive' tab, the 'Receive Hologram' page is displayed, as shown below.




- After scanning the delivery challan, the user receives a success confirmation pop-up message.


Import CSD Control & Regulation User Reference




- After clicking the 'OK' button on the confirmation pop-up message, the status is updated to 'Hologram Received'.

Import CSD Control & Regulation User Reference

**Excise Department**
Government of Meghalaya

**Hologram Purchase Indent**
Hologram Procurement / Hologram Purchase Indent

58:37  Srinu Supplier

Search Menu

Master Data

Hologram Procurement

- Hologram Purchase Indent
- Hologram Inventory

Hologram Packing

Offline Challan





Stock

Dispatch

Others / Support

10 Search records

Start Date 11-Sep-2025 End Date 11-Sep-2025 Search

S.No	Supplier Name	Indent Number	Hologram Quantity	Purpose	Request Date	Payment Details	Delivery Challan Number	Status/Action	Prints	Remarks
1	SR BUSINES NAME	162006SH25091194	50000	Import	11-Sep-2025 12:31:38 PM	View	200625091VP25147	Hologram Received	   	View

Showing 1 to 1 of 1 entries

[+ Hologram Purchase Indent](#)

- If the user wants to view the prints, they can click on the 'Print' icon, and the application will display the prints

Import CSD Control & Regulation User Reference

SR BUSINESS NAME
(8-25 hyd, KHAMMAM, KALLURU, Eastern West Khasi Hills, Meghalaya - 502454)
Hologram Requisition Letter

Indent Number : 162006SH25091194

Date : 11-Sep-2025 12:31:38 PM

To,
Assistant Commissioner,
1st Floor, Goods & Service Tax Secretariat Hills
Shillong, East Khasi Hills, Meghalaya - 793001

Sub : Request for Issue of Holograms

Sir,
The subject letter requests the issuance of a reference for **SR BUSINESS NAME 8-25 hyd, KHAMMAM, KALLURU, Eastern West Khasi Hills, Meghalaya - 502454** to obtain holograms for affixing on bottles, as detailed below.

Total Hologram Quantity: **50000**

For this, we have enclosed the below DD & Challan details:

DD Details (for Hologram Manufacturer):

S.No	Bank Name	DD Number	DD Date	DD Amount (Rs.)
1	Axis Bank	45634532	11-Sep-2025	75000.00

Challan Details (for Excise Department):


S.No	Bank Name	Challan Number	Challan Date	Challan Amount (Rs.)
1	Axis Bank	CH3456	09-Sep-2025	25000.00





Yours Faithfully,
Srinu
Supplier


- After receiving the holograms, they are displayed in the Hologram Inventory, as shown below.

Import CSD Control & Regulation User Reference

**Excise Department**
Government of Meghalaya

**Hologram Inventory**
Hologram Procurement / Hologram Inventory

58:18  Srinu
Supplier

Search Menu 

Master Data

Hologram Procurement

- Hologram Purchase Indent
- Hologram Inventory**
- Hologram Packing


Offline Challan


Stock

Dispatch

Others / Support

Logout

10 

62006SH25091194 


Indent Number	Carton Barcode	Shipped On	Purpose	Received On
162006SH25091194	8902006HO2509178200655000011092582C3	11-Sep-2025	Import	11-Sep-2025


Showing 1 to 1 of 1 entries (filtered from 26 total entries)


Helpline: 7331118981 - 85 | Meghalaya Build V1.0.0.2


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- After clicking on the carton barcode hyperlink, the application displays the spool barcode details

**Excise Department**
Government of Meghalaya

**Hologram Inventory**
Hologram Procurement / Hologram Inventory

54:17  Srinu
Supplier

Search Menu 

Master Data

Hologram Procurement

- Hologram Purchase Indent
- Hologram Inventory**
- Hologram Packing


Offline Challan


Stock

Dispatch

Others / Support

Logout


10 


162006SH25091194 

Indent Number	Carton Barcode	Shipped On	Purpose	Received On
162006SH25091194			Import	11-Sep-2025

Showing 1 to 1 of 1 entries (filtered from 26 total entries)

Carton Barcode Details

10 

Search records 

Spoolbarcode	Start Code	End Code	Used Count	Unused Count
SB2006HO250917851H20062509000700001	20062509000700001	20062509000710000	0	10000
SB2006HO250917852H20062509000710001	20062509000710001	20062509000720000	0	10000
SB2006HO250917853H20062509000720001	20062509000720001	20062509000730000	0	10000
SB2006HO250917854H20062509000730001	20062509000730001	20062509000740000	0	10000
SB2006HO250917855H20062509000740001	20062509000740001	20062509000750000	0	10000

Showing 1 to 5 of 5 entries

Showing 1 to 1 of 1 entries (filtered from 26 total entries)

Helpline: 7331118981 - 85 | Meghalaya Build V1.0.0.2

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Import CSD Control & Regulation User Reference

- If the user wants to view the holograms, they can click on the 'Unused Count' hyperlink, and the Hologram Details page will be displayed, as shown below.

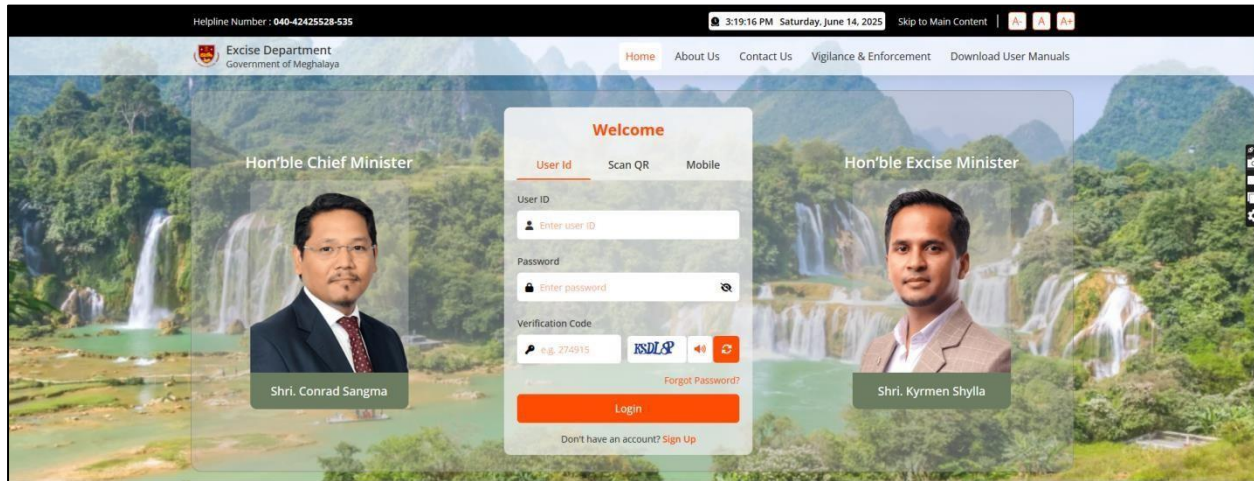
The screenshot displays the 'Hologram Details' page, which is a modal window overlaid on a background interface. The modal has a title bar with a close button (X) and a search bar labeled 'Search records'. Below the search bar is a table with two columns: 'S.No' and 'Hologram Code'. The table contains 10 rows of data, with the first row showing '1' and '20062509000700001'. Below the table, it says 'Showing 1 to 10 of 10,000 entries'. To the right of the table, there is a section titled 'Unused Count' with a list of 10,000 entries, each showing a count of 10,000. The background interface shows a 'Carton Barcode' section with a list of barcodes and a 'Showing 1 to 5 of' indicator.

S.No	Hologram Code
1	20062509000700001
2	20062509000700002
3	20062509000700003
4	20062509000700004
5	20062509000700005
6	20062509000700006
7	20062509000700007
8	20062509000700008
9	20062509000700009
10	20062509000700010

Import CSD Control & Regulation User Reference

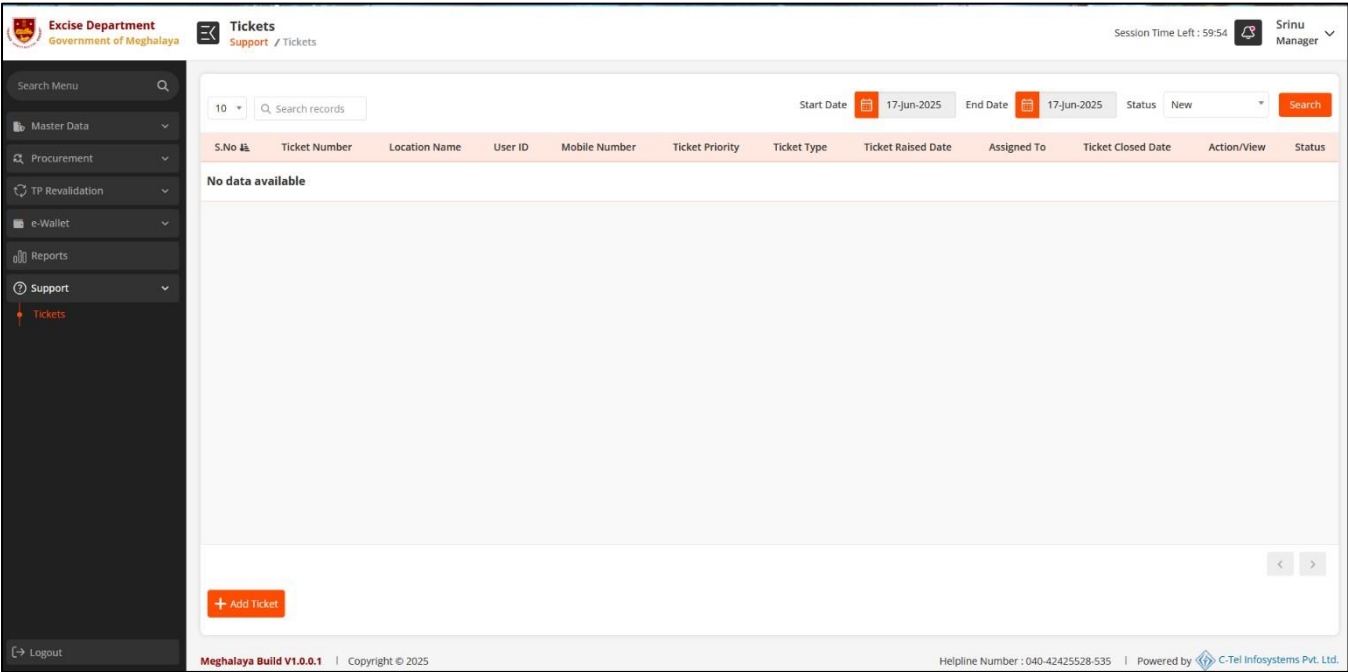
4. Indent raising

- Enter your User ID and Password in the respective fields.
- Enter valid captcha in the respective fields.
- Click the login button to access the application dashboard.

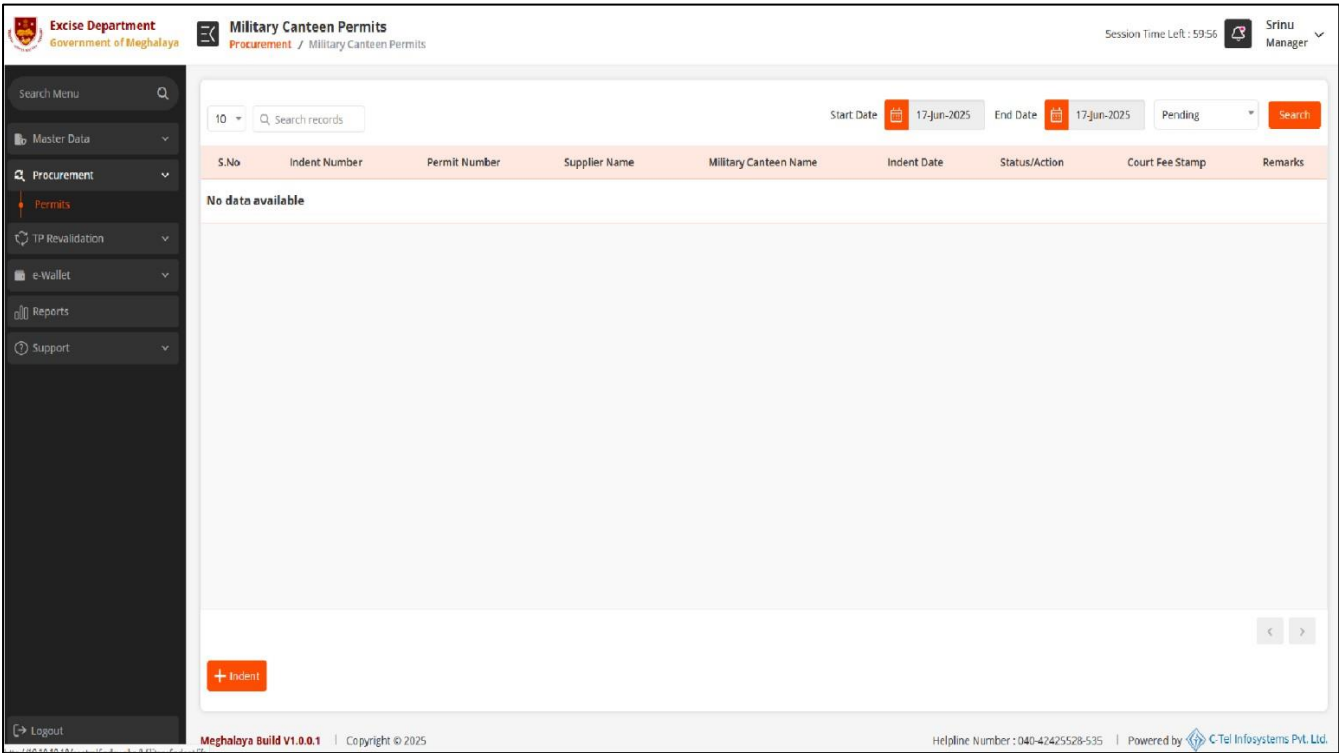


- Upon successful login to the application, the screen will display the following tabs.

Import CSD Control & Regulation User Reference



- The user clicks on the Procurement tab.





- Then, the user clicks on the + Indent tab.


Import CSD Control & Regulation User Reference

- The user chooses the CSD Type from the available options.
- If the user wants to add multiple products, click the '+ New Row' button. To remove unnecessary rows, select the row then click on '– Remove Row' button
- Next, the user enters the product code. The system will display all relevant brand details automatically on the screen.
- Enter Quantity (in Cases) Details:
 1. You may enter quantity in cases depending on your requirement.
 2. The system will automatically calculate the total based on the input values.
 - a. Enter the remarks.

Import CSD Control & Regulation User Reference

 **Excise Department**
Government of Meghalaya

 **Raise Indent**
Procurement / Indent For Supply / Raise Indent

58:50  Srinu
Manager

Search Menu

Master Data

Procurement

TP Revalidation

e-Wallet

Offline Challan

Reports

Others / Support

Logout

Indent For Supply

CSD*NEW VISIONTotal Quantity2Total Ad Valorem4020

Total RLF4Total VAT3126.00

Brand Code	Brand Name	Size (ml) / UPC	Pack Type	Quantity (in Cases)	Ad Valorem Per Case(Rs.)	RLF Per Case(Rs.)	VAT F
0002	ROYAL STAG DELUXE WHIS	750.00 X 12	G	2	2010.00	2.00	1563.00

Remove Row

New Row

Remarks*

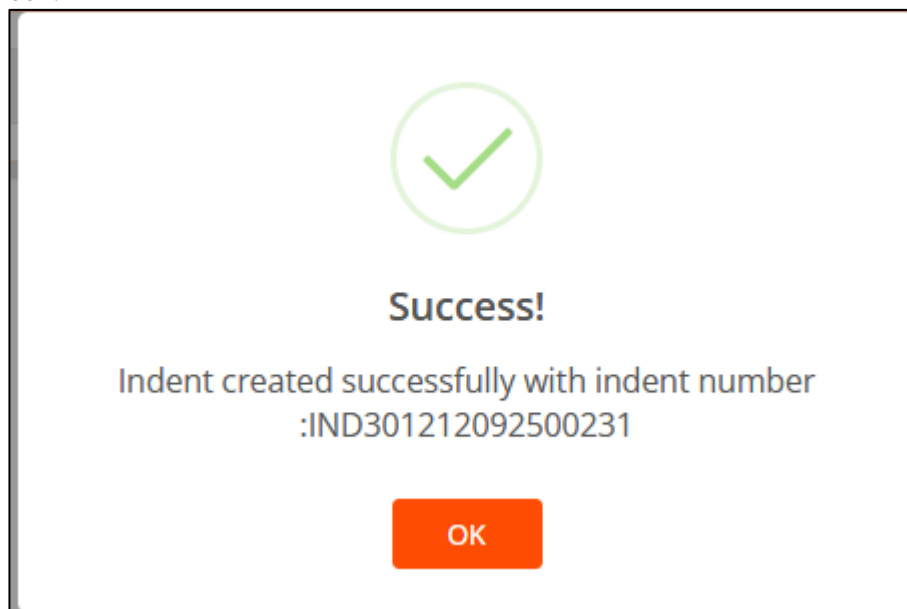
OK

CancelSave

Helpline: 7331118981 - 85 | Meghalaya Build V1.0.0.2

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- After filling in all the mandatory fields, click the 'Save' button.
- If the user clicks the 'Cancel' button, they will be directed to the Indenting page without saving the details.
- After click on Save button.
- If the indent is saved successfully, a confirmation pop-up message will be displayed on the screen.



Import CSD Control & Regulation User Reference

- Click on the "OK" button in the confirmation pop-up.
- The system will automatically redirect the user to the Indent View page, where all previously created indents can be viewed. After done the payment it will Forwarded to Superintendent.


The screenshot displays the 'Military Canteen Permits' web application. The header includes the 'Excise Department Government of Meghalaya' logo, the title 'Military Canteen Permits', and the breadcrumb 'Procurement / Military Canteen Permits'. The user 'Srinu Manager' is logged in at 59:32. A left sidebar contains navigation options: Search Menu, Master Data, Procurement (selected), Permits, TP Revalidation, e-Wallet, Offline Challan, Reports, and Others / Support. The main content area features a search bar with '10' and a search icon, and filters for Start Date (12-Sep-2025), End Date (12-Sep-2025), and Status (Pending). A table lists one entry with the following details:


S.No	Indent Number	Permit Number	Pass Number	Supplier Name	Military Canteen Name	Indent Date	Payment Detail	Status/Action	Court Fee Stamp	Remarks
1	IND301212092500235	NA	NA	NEW VISION	Rajpur	12-Sep-2025 12:42:23 PM	Payment Details	Forwarded to Superintendent	NA	View


Below the table, it states 'Showing 1 to 1 of 1 entries (filtered from 119 total entries)' and includes a '+ Indent' button. The footer contains the helpline number '7331118981 - 85', the version 'Meghalaya Build V1.0.0.2', and the copyright notice '© 2025 Designed & Developed by C-Tel Infosystems Pvt. Ltd.'.

- After Superintendent issue the permit status is showing permit issued as show in below.

Import CSD Control & Regulation User Reference

**Excise Department**
Government of Meghalaya

**Military Canteen Permits**
Procurement / Military Canteen Permits

59:57  Srinu Manager

Search Menu

Master Data

Procurement

Permits

TP Revalidation

e-Wallet

Offline Challan

Reports

Others / Support

Logout

10 Search records

Start Date 12-Sep-2025 End Date 12-Sep-2025 Pending Search

S.No	Indent Number	Permit Number	Pass Number	Supplier Name	Military Canteen Name	Indent Date	Payment Detail	Status/Action	Court Fee Stamp	Remarks
1	IND301212092500235	PER301212092500236	NA	NEW VISION	Rajpur	12-Sep-2025 12:42:23 PM	Payment Details	Permit Issued	NA	View

Showing 1 to 1 of 1 entries

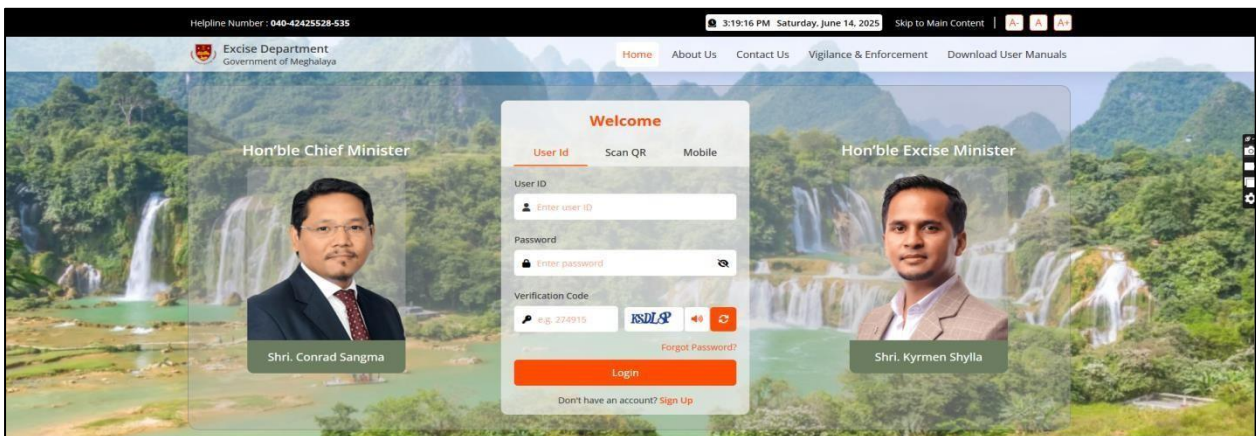
+ Indent

Helpline: 7331118981 - 85 | Meghalaya Build V1.0.0.2

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5. Pass issued

- The CSD user enter their User ID and Password in the respective fields.
- Enter the valid captcha in the respective fields.
- Click the login button to access the application dashboard.



Import CSD Control & Regulation User Reference

- In the user dashboard, click on the 'Dispatch' tab under the 'Permit' section. In this tab, both Paramilitary and Military permits are displayed. the screen is displayed as shown below.


The screenshot shows the 'Dispatch' screen of the Excise Department Government of Meghalaya. The sidebar on the left contains a 'Search Menu' and a list of options: 'License Management', 'Dispatch', 'Permits', 'Pass', and 'Others / Support'. The 'Permits' tab is selected. The main content area displays a table with the following columns: S.No, Indent Number, Permit Number, Military Canteen Name, Approved Date, and Status. A single record is shown with the following details:


S.No	Indent Number	Permit Number	Military Canteen Name	Approved Date	Status
1	IND301212092500235	PER301212092500236	Rajpur	12-Sep-2025 12:46:39 PM	Permit Issued

The footer of the screen includes the Helpline: 7331118981 - 85 | Meghalaya Build V1.0.0.2 and the copyright notice: © 2025 Designed & Developed by C-Tel Infosystems Pvt. Ltd.


- Next user needs to click on Pass tab. the screen is displayed as shown below.

Import CSD Control & Regulation User Reference

**Excise Department**
Government of Meghalaya

**Pass**
Dispatch / Pass

59:58

SRINU GAJJALA
CSD Non Local Manager

Search Menu

License Management

Dispatch

Permits

Pass

Others / Support

Logout

10

Search records

Start Date12-Sep-2025

End Date12-Sep-2025

Search

S.No	Destination	Pass Number	Transporter	Vehicle Number	Submitted Date & Time	Status	Packing List
No data available							

Showing 0 to 0 of 0 entries

+ Shipment

Mobitel: 9331118981 - 85 | Meghalaya Build V1.0.0.2

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- Next, user click on +shipment tab. After click on shipment tab. the screen is displayed as shown below.

Import CSD Control & Regulation User Reference

Import Shipment

Import Permit Number*

Select Import Permit

Destination Location

Source Location

Route *

Validity period of the permit

Vehicle Number*

Vehicle Capacity

Transporter*

LR Number*

Lr Date*

11-Sep-2025

Product Code	Product Name	Size(ml UPC)	Pack Type	Approved Quantity (Cases)
--------------	--------------	----------------	-----------	---------------------------

Cancel

Save

- Next, the user needs to select the permit number from the 'Military Permit Number' dropdown
- After select the permit number source location permit validity period and destination location, product details are showing automatically.

Import CSD Control & Regulation User Reference

Shipment

Permit Number*

PER301230082500217

Validity period of the permit

25-Sep-2025 11:59:59 PM

Source Location

NEW VISION

Destination Location

Rajpur

Route *

Route

Vehicle Number*

Vehicle Number

LR Number*

LR Number

LR Date*

12-Sep-2025

Transporter*

Transporter

Product Code	Product Name	Size(ml UPC)	Pack Type	Approved Quantity (Cases)
0024	MC. DOWELL'S NO.1 RESEF	750.00 12	Barrel	2

Cancel

Save

- After filling in all mandatory fields, the user clicks on the 'Save' button.

Shipment

Permit Number*

PER301230082500217

Validity period of the permit

25-Sep-2025 11:59:59 PM

Source Location

NEW VISION

Destination Location

Rajpur

Route *

road no 12

Vehicle Number*

HU56YU7755

LR Number*

lr24

LR Date*

12-Sep-2025

Transporter*

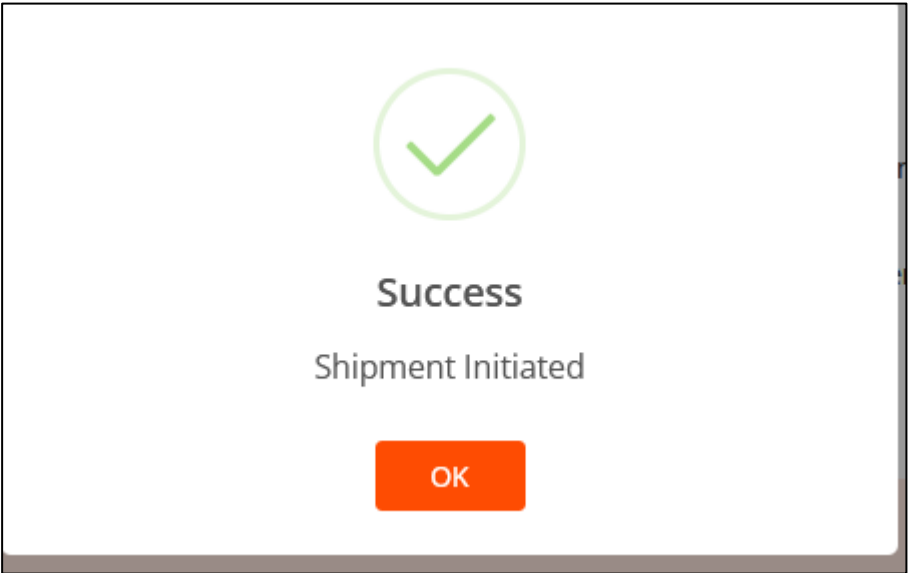
srinu

Product Code	Product Name	Size(ml UPC)	Pack Type	Approved Quantity (Cases)
0024	MC. DOWELL'S NO.1 RESEF	750.00 12	Barrel	2


Cancel

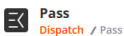
Save

Import CSD Control & Regulation User Reference



- After clicking the 'Save' button, the application displays a success confirmation pop-up message. Next click on OK button. Page will navigate to Pass page.

 **Excise Department**
Government of Meghalaya



59:58

SRINU GAJJALA
CSD Non Local Manager

Search Menu

License Management

Dispatch

Permits

Pass

Others / Support

10

Search records

Start Date12-Sep-2025End Date12-Sep-2025Search

S.No	Destination	Pass Number	Transporter	Vehicle Number	Submitted Date & Time	Status	Packing List
1	Rajpur	TP301212092500001	srinu	HU56YU7755	12-Sep-2025 01:02:55 AM	Packing Pending	NA

Showing 1 to 1 of 1 entries

+ Shipment

Logout

Meghalaya Build V1.0.0.2

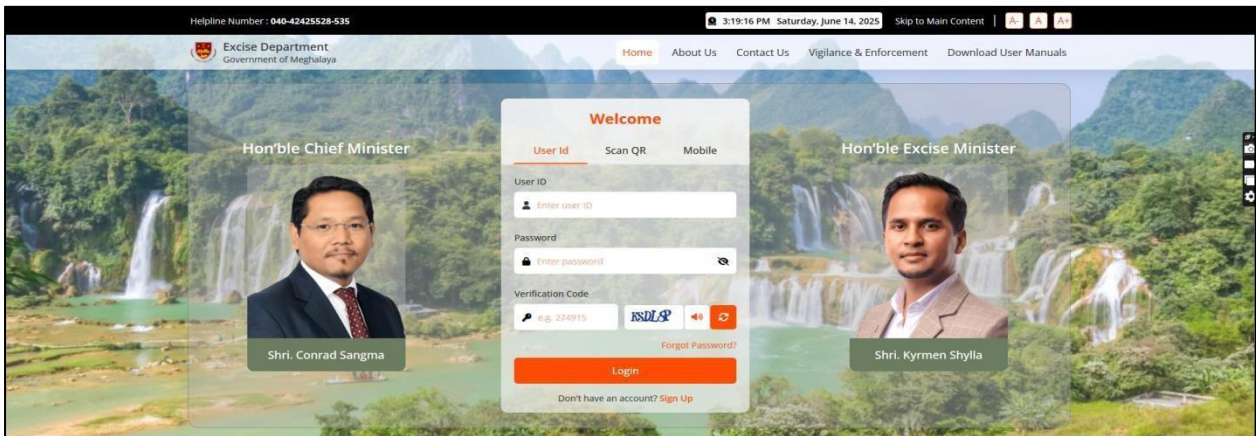
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Import CSD Control & Regulation User Reference


- The pass number is generated, and the status is displayed as 'Packing Pending', as shown above screen.

6. Production & dispatch

- The Centralized User must enter their User ID and Password in the respective fields.
- Enter the valid captcha in the respective fields.
- Click the login button to access the application dashboard.



Import CSD Control & Regulation User Reference

**Excise Department**
Government of Meghalaya

Tickets
Support / Tickets

59:55

Srinu
Centralized User-Hologram Packing

Search Menu

Hologram Packing

Dispatch

Others / Support

Notification Configuration

Tickets

10

Search records

Start Date12-Sep-2025

End Date12-Sep-2025

StatusNew

Search

S.No	Ticket Number	Location Name	User ID	Mobile Number	Ticket Type	Ticket Raised Date	Assigned To	Ticket Closed Date	Action/View	Status
No data available										


Showing 0 to 0 of 0 entries

+ Add Ticket

Helpline: 7331118981 - 85 | Meghalaya Build V1.0.0.2

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- Then user need to select “Dispatch” tab. After selecting the “Dispatch” tab user can able to view the below screen. All military pass numbers are showing with complete packing tab.

**Excise Department**
Government of Meghalaya

Pass
Dispatch / Pass

57:32

Srinu
Centralized User-Hologram Packing

Search Menu

Hologram Packing

Dispatch

Pass

Others / Support

10

Search records

Start Date12-Sep-2025

End Date12-Sep-2025

Search

S.No	Destination	Pass Number	Transporter	Vehicle Number	Submitted Date & Time	Status	Packing List
1	Rajpur	TP301212092500001	srinu	HU56YU7755	12-Sep-2025 01:02:55 AM	Complete Packing	NA

Showing 1 to 1 of 1 entries

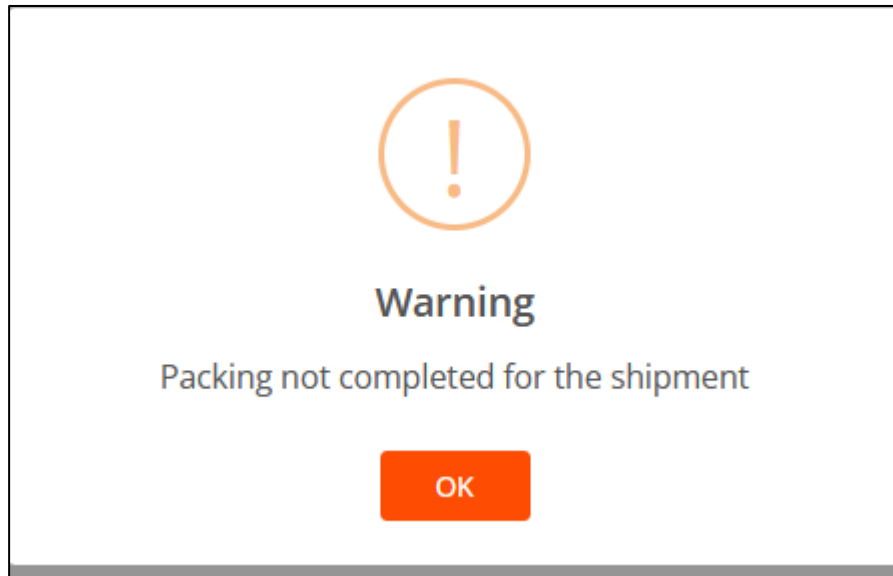
+ Shipment

Helpline: 7331118981 - 85 | Meghalaya Build V1.0.0.2

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Import CSD Control & Regulation User Reference

- Before starting production, if the user clicks on the 'Complete Packing' tab, a pop-up message is displayed as "Packing not completed for the shipment," as shown below



- Next, the user needs to click on the 'Hologram Packing' tab, and the page will navigate to the Packing page, as shown below.
- **Note:** - In the user's system: Before starting production, the user needs to install and run the related printer services.

Import CSD Control & Regulation User Reference

Excise Department

Government of Meghalaya

Pass

Dispatch / Pass

59:38

Srinu

Centralized User-Hologram Packing

Search Menu

Hologram Packing

Dispatch

Pass

Others / Support

10

Search records

Start Date12-Sep-2025End Date12-Sep-2025Search

S.No	Destination	Pass Number	Transporter	Vehicle Number	Submitted Date & Time	Status	Packing List
1	Rajpur	TP301212092500001	srinu	HU56YU7755	12-Sep-2025 01:02:55 AM	Complete Packing	NA

Showing 1 to 1 of 1 entries

+ Shipment

Note: If a printer permission pop-up appears, the user should click 'Allow'

Excise Department

Government of Meghalaya

Download QZ Tray

khasi central

Case Generation

Case Mapping

Production Summary

Select TP Barcode:

-- Select Barcode --

Destination:

Products*

Select product

Batch No*

Please enter batch number

Batch Quantity*

Please enter batch Quantity (ex 1 to 9999)

Go Back

Generate Barcode

Action Required

An anonymous request wants to connect to QZ Tray

Untrusted website

Allow

Block

View request details

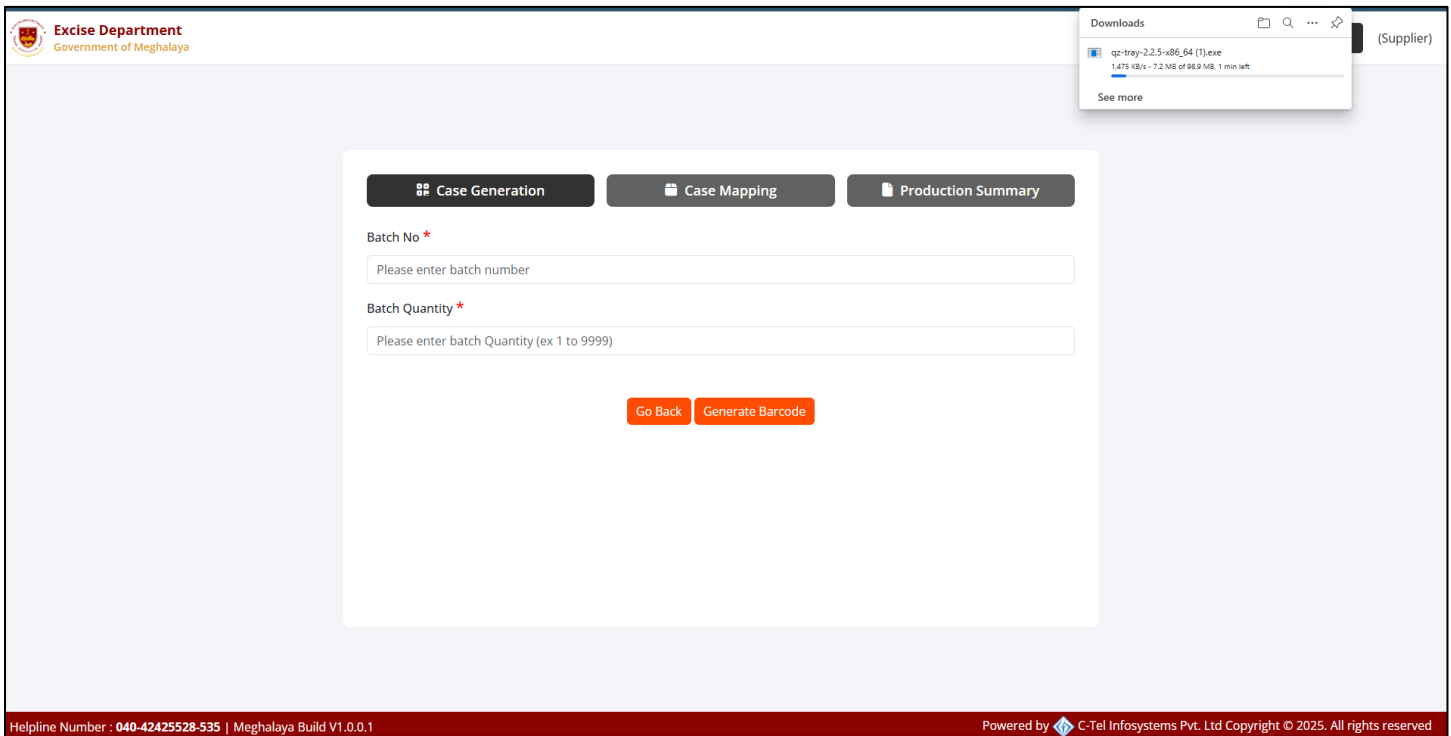
☐ Remember this decision

Helpline Number : 040-42425528-535 | Meghalaya Build V1.0.0.1

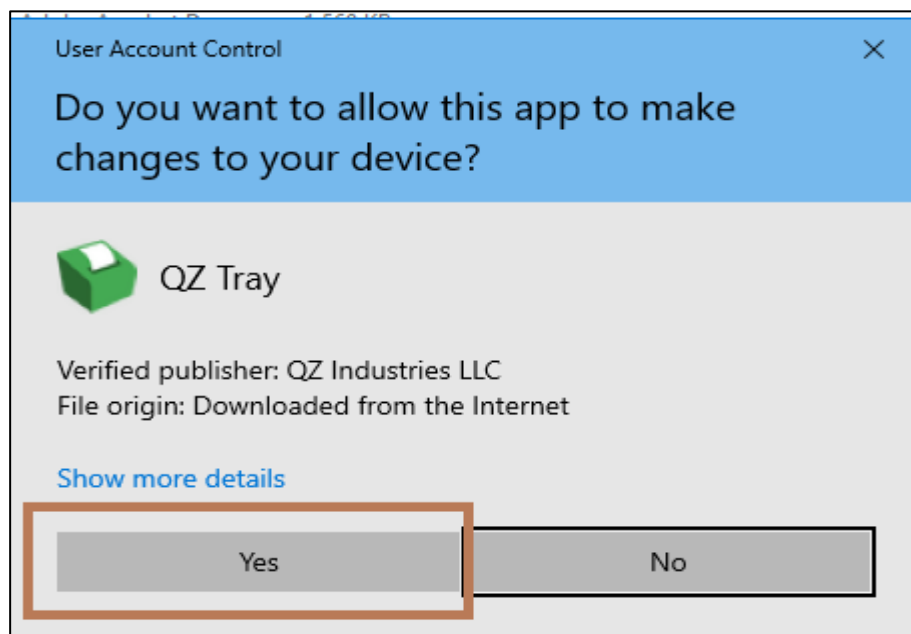
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Import CSD Control & Regulation User Reference

- After click on Download QZ Tray, as shown below.




- After installing the software, the user needs to grant all necessary permissions.



Import CSD Control & Regulation User Reference

- On the Packing Process page, all Military TP numbers are available in the dropdown. The user needs to select the TP number from the given dropdown.

 **Excise Department**
Government of Meghalaya

Download QZ Traykhasi central

Case GenerationCase MappingProduction Summary

Select TP Barcode:
-- Select Barcode --

Destination:


Products*
Select product

Batch No *

Batch Quantity *

Go BackGenerate Barcode

Helpline Number : 040-42425528-535 | Meghalaya Build V1.0.0.1Powered by C-Tel Infosystems Pvt. Ltd Copyright © 2025. All rights reserved

 **Excise Department**
Government of Meghalaya

Download QZ Traykhasi central

Case GenerationCase MappingProduction Summary

Select TP Barcode:
-- Select Barcode --

-- Select Barcode --

TP301212092500001

IMTP200629082500040

IMTP200608092500055

IMTP200602092500047

Please enter batch number

Batch Quantity *

Go BackGenerate Barcode

Helpline Number : 040-42425528-535 | Meghalaya Build V1.0.0.1Powered by C-Tel Infosystems Pvt. Ltd Copyright © 2025. All rights reserved

Import CSD Control & Regulation User Reference

- After the user selects the TP number, the designated location and product data are displayed against the selected TP number.


The screenshot displays the 'Excise Department Government of Meghalaya' web application. The top navigation bar includes the department logo, a 'Download QZ Tray' button, and the text 'khasi central'. The main content area features a central form titled 'Case Generation' with three tabs: 'Case Generation', 'Case Mapping', and 'Production Summary'. The form contains the following fields and elements:

- Select TP Barcode:** A dropdown menu showing 'TP301212092500001'.
- Destination:** A text input field containing 'Rajpur'.
- Products***: A dropdown menu with '-- Select Product --' and a search bar. Below the search bar, a product entry is visible: '3012W0024BQQMC | Barrel | MC. DOWELL'S NO.1 RESERVE WHISKY ORIGINAL.'.
- Batch Quantity****: A text input field with the placeholder 'Please enter batch Quantity (ex 1 to 9999)'.
- Buttons**: 'Go Back' and 'Generate Barcode' buttons at the bottom of the form.

The footer of the application includes the Helpline Number: 040-42425528-535, Meghalaya Build V1.0.0.1, and is powered by C-Tel Infosystems Pvt. Ltd. Copyright © 2025. All rights reserved.

- After selecting the product code, the user needs to enter the Batch Number and Batch Quantity manually. If the user enters a Batch Quantity greater than the order quantity, an error message is displayed.

Import CSD Control & Regulation User Reference



Download QZ Traykhasi central

Case GenerationCase MappingProduction Summary

Select TP Barcode:
TP301212092500001

Destination:
Rajpur

Products*
3012W0024BQQMC | Barrel | MC. DOWELL'S NO.1 RESERVE WHISKY ORIGINAL

Batch No*
batchno01

Batch Quantity*
5

Go BackGenerate Barcode

Error: Order Qty: 2, Production Qty: 0. You cannot exceed the remaining Qty:2

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- The application restricts production to the order quantity. The user cannot produce more than the specified order quantity. the user can split production across multiple batch numbers. For example, if the order quantity is 100, the user can produce in multiple batches such as Batch No.1 – 40, Batch No.2 – 50, and Batch No.3 – 10
- Next, the user selects the product code from the dropdown, enters the batch number, then enters the batch quantity, and finally clicks on the 'Generate Barcode' button.

Import CSD Control & Regulation User Reference

Case Generation

Case Mapping

Production Summary

Select TP Barcode:
TP301212092500001

Destination:
Rajpur

Products*
3012W0024BQQMC | Barrel | MC. DOWELL'S NO.1 RESERVE WHISKY ORIGINAL.

Batch No *
TU01

Batch Quantity *
2

Go Back

Generate Barcode

- After clicking the 'Generate Barcode' button, a message 'Barcodes generated successfully!' is displayed, and the 'Printer Selection and Printing' page appears.
Note: If a printer permission pop-up appears, the user should click 'Allow'.

Import CSD Control & Regulation User Reference

Case Generation

Case Mapping

Production Summary

Select TP Barcode:
TP301212092500001

Destination:
Rajpur

Products*
3012W0024BQQMC

Batch No*
TU01

Batch Quantity*
2

Printer Selection

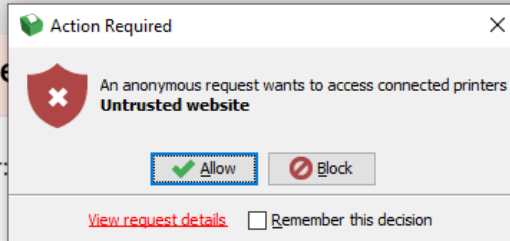
Select Printers

Fetch & Print

Go Back

Generate Barcode

Barcodes generated successfully!



Import CSD Control & Regulation User Reference

Case Generation

Case Mapping

Production Summary

Select TP Barcode:
TP301212092500001

Destination:
Rajpur

Products*
3012W0024BQQMC |

Batch No *
TU01

Batch Quantity *
2

Printer Selection and Printing

Select Printer: -- Select Printer --

-- Select Printer --

OneNote for Windows 10

ZDesigner ZD230-203dpi ZPL

Go Back

Generate Barcode

Barcodes generated successfully!

- User need to select connected printer. Then click Fetch & Print button.

Import CSD Control & Regulation User Reference

Case Generation

Case Mapping

Production Summary

Select TP Barcode:
TP301212092500001

Destination:
Rajpur

Products*
3012W0024BQQMC |

Batch No *
TU01

Batch Quantity *
2

Printer Selection and Printing

Select Printer: ZDesigner ZD230-203dpi ZPL

Fetch & Print


Go Back

Generate Barcode

Barcodes generated successfully!

- Then, click the 'Fetch & Print' button. The printer prints the case barcode, and the page clears all details, as shown below.

Import CSD Control & Regulation User Reference



Download QZ Traykhasi central

Case GenerationCase MappingProduction Summary

Select TP Barcode:
-- Select Barcode --

Destination:

Products*
Select product

Batch No*
Please enter batch number

Batch Quantity*
Please enter batch Quantity (ex 1 to 9999)

Go BackGenerate Barcode


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- After case generation, the user needs to perform Parent–Child Mapping:

1. Scan the Carton Case QR code and the associated bottle holograms.
2. Establish the parent (case QR) and child (bottle hologram) mapping.

The user should click on the 'Case Mapping' tab to perform this action. After the user clicks the 'Case Mapping' tab, the screen is displayed as shown below.

Import CSD Control & Regulation User Reference

**Excise Department**
Government of Meghalaya

Download QZ TraySR BUSINESS NAME


Case GenerationCase MappingProduction Summary

Scan Case Barcode:

Helpline Number : 040-42425528-535 | Meghalaya Build V1.0.0.1

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- Next, user needs to scan case barcode. After scan the scan case barcode. the screen is displayed as shown below.

**Excise Department**
Government of Meghalaya

Download QZ Traykhasi central

Case GenerationCase MappingProduction Summary

Scan Case Barcode:
8903012W0024BQQMCBTTU0112092025

Scan Hologram Barcode:

Case accepted. Expecting 12 holograms.

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Import CSD Control & Regulation User Reference

- Based on the product code and units per case, the same number of hologram fields will be displayed. And message also showing as “Case accepted. Expecting 12 holograms.”. for example, if the unit per case is 4, then 4 hologram fields will be shown.
- The user then needs to scan the bottle hologram. After scanning one bottle hologram, the screen is displayed as shown below. The scanned quantity increases, and a message is shown: 'Hologram scanned successfully! (1/12)'.

Case Generation

Case Mapping

Production Summary

Scan Case Barcode:


8903012W0024BQQMCBTTU0112092025

Scan Hologram Barcode:

30242509000750003

Hologram scanned successfully! (1/12)

Import CSD Control & Regulation User Reference

**Excise Department**
Government of Meghalaya

Download QZ Traykhasi central

Case GenerationCase MappingProduction Summary

Scan Case Barcode:8903012W0024BQQMCBTTU0112092025Scan Hologram Barcode:

3024250900075000330242509000750001302425090007500023024250900075000530242509000750006

3024250900075000730242509000750008302425090007500093024250900075001030242509000750012

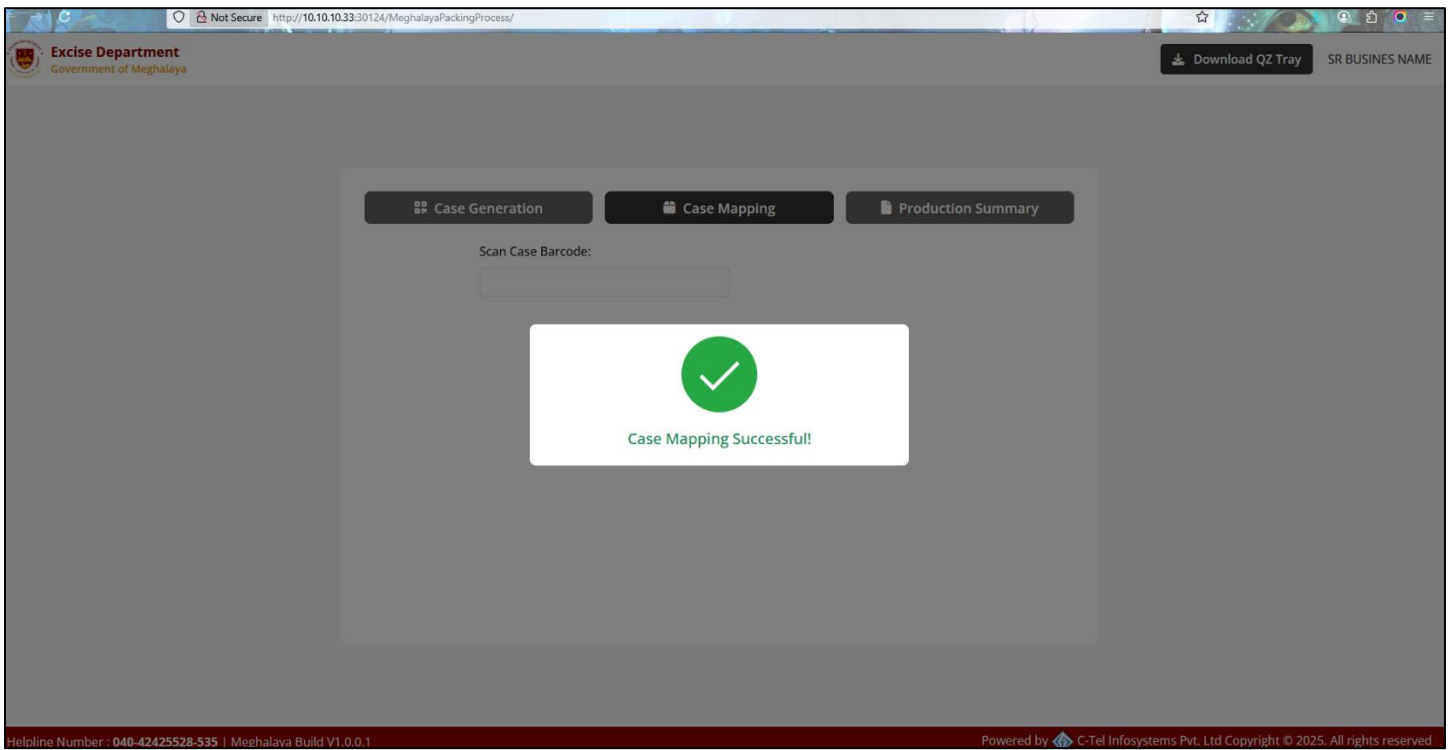
30242509000750011

Hologram scanned successfully! (11/12)

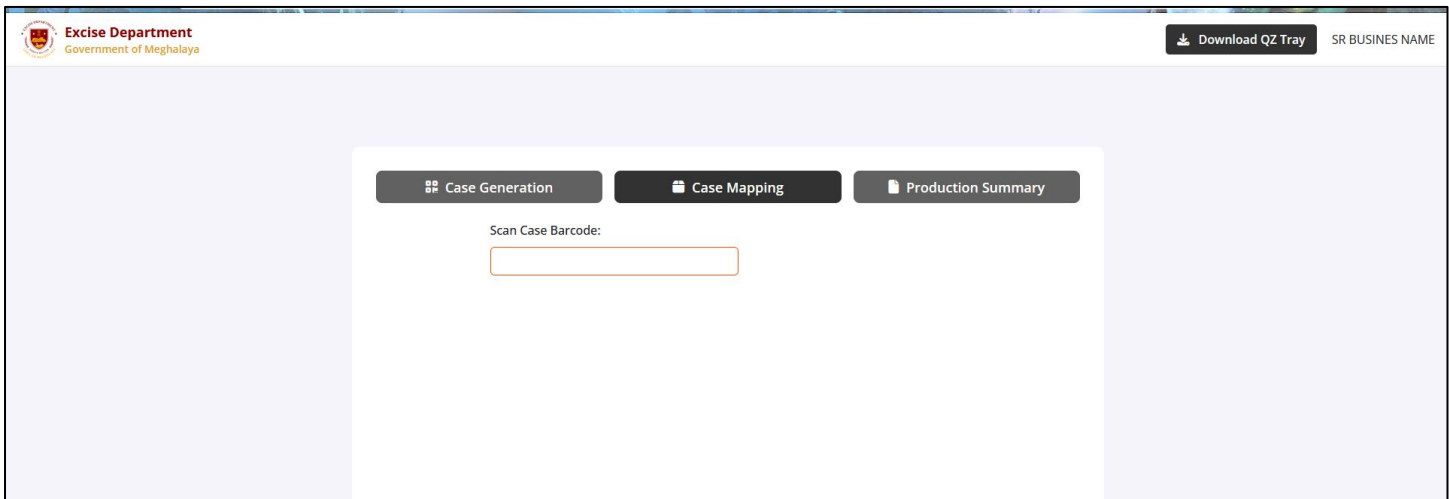
Helpline Number : 040-42425528-535 | Meghalaya Build V1.0.0.1Powered by C-Tel Infosystems Pvt. Ltd Copyright © 2025. All rights reserved

- After scanning all 12 holograms, the application displays a success pop-up message, such as 'Case Mapping Successful!'

Import CSD Control & Regulation User Reference




- After case generation, the page is displaying an empty Case Barcode page. the screen is displayed as shown below. Then user scan another case barcode.



- Next, the user clicks on the 'Production Summary' tab. The case barcode generated count and remaining count are displayed, as shown below.

Import CSD Control & Regulation User Reference

**Excise Department**
Government of Meghalaya

Download QZ Traykhasi central

Case GenerationCase MappingProduction Summary

10Search:

S.NO.	Product Code	Batch No	Generated Count	Remaining Count	Created Date
1	3012W0024BQQMC	BTTU01	2	1	12-09-2025

Showing 1 to 1 of 1 entry

<<<1>>>

Helpline Number : 040-42425528-535 | Meghalaya Build V1.0.0.1

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- After completing production, the user clicks on the production summary tab. When the remaining count is 0, then automatically product data is removing automatically.

Import CSD Control & Regulation User Reference













Case Generation

Case Mapping

Production Summary

10 ▾

Search:

S.NO. 	Product Code 	Batch No 	Generated Count 	Remaining Count 	Created Date 
					
No data available in table					

Showing 0 to 0 of 0 entries

«


<


>

»


- After completing production, the user clicks on the Production Summary tab. When the remaining count reaches 0, the product data is automatically removed.
- After completing production, the user clicks on dispatch under pass tab in the dashboard. as shown below.

Import CSD Control & Regulation User Reference

**Excise Department**
Government of Meghalaya

**Pass**
Dispatch / Pass

59:56

Srinu
Centralized User-Hologram Packing

Search Menu

Hologram Packing

Dispatch

Pass

Others / Support

Logout

10 Search records

Start Date 12-Sep-2025 End Date 12-Sep-2025 Search

S.No	Destination	Pass Number	Transporter	Vehicle Number	Submitted Date & Time	Status	Packing List
1	Rajpur	TP301212092500001	srinu	HU56YU7755	12-Sep-2025 01:02:55 AM	Complete Packing	NA

Showing 1 to 1 of 1 entries

+ Shipment

Helpline: 7331118981 - 85 | Meghalaya Build V1.0.0.2

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- Next user needs to click on Complete packing tab. Remarks page is displayed with complete button as shown below.

Import CSD Control & Regulation User Reference

Excise Department
Government of Meghalaya

Pass
Dispatch / Pass

57:40 Srinu
Centralized User-Hologram Packing

Search Menu

Hologram Packing

Dispatch

Pass

Others / Support

10 Search records

Start Date 12-Sep-2025 End Date 12-Sep-2025 Search

S.No	Destination	Pass Number	Transporter	Vehicle Number	Submitted Date & Time	Status	Packing List
1	Rajpur	TP301212092500001	srinu	HU56YU7755	12-Sep-2025 01:02:55 AM	Complete Packing	NA

Showing 1 to 1 of 1 entries

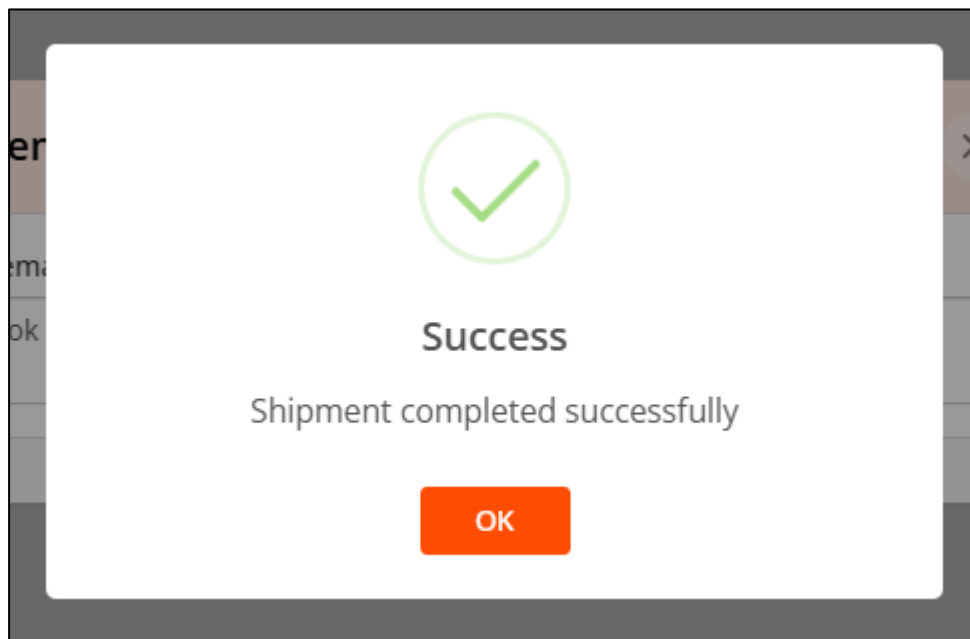
+ Shipment

Logout

Helpline: 7331118981 - 85 | Meghalaya Build V1.0.0.2

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- User enter the remarks then click on complete button. After click on the 'complete' button confirmation pop-up is showing. click on the "OK" button in the confirmation pop-up.



Import CSD Control & Regulation User Reference

- The system will automatically redirect the user to the dispatch View page, pass indent can be viewed with 'Shipped' status as shown below.

The screenshot displays the 'Pass Dispatch / Pass' page in the Excise Department Government of Meghalaya system. The page features a sidebar with navigation options: Hologram Packing, Dispatch, Pass (selected), and Others / Support. The main content area shows a table of pass indents. The table has columns for S.No, Destination, Pass Number, Transporter, Vehicle Number, Submitted Date & Time, Status, and Packing List. A single entry is shown with S.No 1, Destination Rajpur, Pass Number TP301212092500001, Transporter srinu, Vehicle Number HU56YU7755, Submitted Date & Time 12-Sep-2025 01:02:55 AM, and Status Shipped. A download icon is present in the Packing List column. The page also includes a search bar, date filters for Start Date (12-Sep-2025) and End Date (12-Sep-2025), and a search button. The footer shows the Helpline: 7331118981 - 85 | Meghalaya Build V1.0.0.2 and the copyright notice: © 2025 Designed & Developed by C-Tel Infosystems Pvt. Ltd.

S.No	Destination	Pass Number	Transporter	Vehicle Number	Submitted Date & Time	Status	Packing List
1	Rajpur	TP301212092500001	srinu	HU56YU7755	12-Sep-2025 01:02:55 AM	Shipped	

- Next, if the user wants to view the packing list, they need to click on the download icon. After clicking, an Excel sheet will be downloaded showing the dispatched case barcodes.

Import CSD Control & Regulation User Reference

Excise Department
Government of Meghalaya

Pass
Dispatch / Pass

Search Menu

Hologram Packing

Dispatch

Pass

Others / Support

10 Search records

S.No	Destination	Pass Number	Transporter	Vehicle Number	Submitted Date & Time	Status	Packing List
1	Rajpur	TP301212092500001	srinu	HU56YU7755	12-Sep-2025 01:02:55 AM	Shipped	

Showing 1 to 1 of 1 entries

+ Shipment

Logout

Helpline: 7331118981 - 85 | Meghalaya Build V1.0.0.2

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- Next, after downloading the sheet, the user needs to open it. The sheet will be displayed as shown below.

Pass Date : 12-Sep-2025 03:40:57 PM			
	A	B	C
1	Pass Date : 12-Sep-2025 03:40:57 PM		
2	Pass Number : TP301212092500001		
3	Consignee : Rajpur		
4	Consignor : NEW VISION		
5			
6	Packing List		
7	S.No	Case Barcode	
8		1 8903012W0024BQQMCBTTU011209202500001	
9		2 8903012W0024BQQMCBTTU011209202500002	
10			
11			
12			
13			
14			

Import CSD Control & Regulation User Reference

- If the user wants to see the pass print, they need to click on the pass number hyperlink and then click on the print icon.

The screenshot displays the 'Excise Department' interface for 'Pass Dispatch / Pass'. The left sidebar contains navigation options: 'Hologram Packing', 'Dispatch', 'Pass', and 'Others / Support'. The main area shows a table of pass records. A modal window is open for the pass number 'TP301212092500001', displaying its details.

S.No	Destination	Pass Number	Transporter	Vehicle Number	Submitted Date & Time	Status	Packing List
1	Rajpur	TP301212092500001	srinu	HU56YU7755	12-Sep-2025 01:02:55 AM	Shipped	

Product Code	Product Name	Size (ml X UPC)	Shipment Quantity
3012W0024BQQMC	M.C. DOWELL'S NO.1 RESERVE WHISKY ORIGINAL	750 X 12	2

Showing 1 to 1 of 1 entries

[+ Shipment](#)

- After clicking on the print icon, the print is displayed as shown in the screen below

Import CSD Control & Regulation User Reference

NEW VISION
(5-76/9, HYDERABD, Ernakulam, Kerala)
MILITARY SHIPMENT

Permit Number : PER301230082500217
Date & Time of Issue : 30-Aug-2025 05:48:24 PM
Date & Time of Validity : 25-Sep-2025 11:59:59 PM
Pass Number : TP301212092500001
Date & Time of Issue : 12-Sep-2025 01:02:55 AM
Vehicle Number : HU56YU7755
Route : road no 12
LR Number : lr24
LR Date : 12-09-2025
Transporter : srinu

Name and Address of the Consignee	Name and Address of the Consignor
License Type: MC	License Type: CSD_IMP
Firm Name: Rajpur	Firm Name: NEW VISION
Address: 5-88/99,rajpu, 800-99,rajpur,TN, HYD,, Eastern West Khasi Hills, Meghalaya - 575675	Address: 5-76/9, HYDERABD, Ernakulam, Kerala

Description of Brands

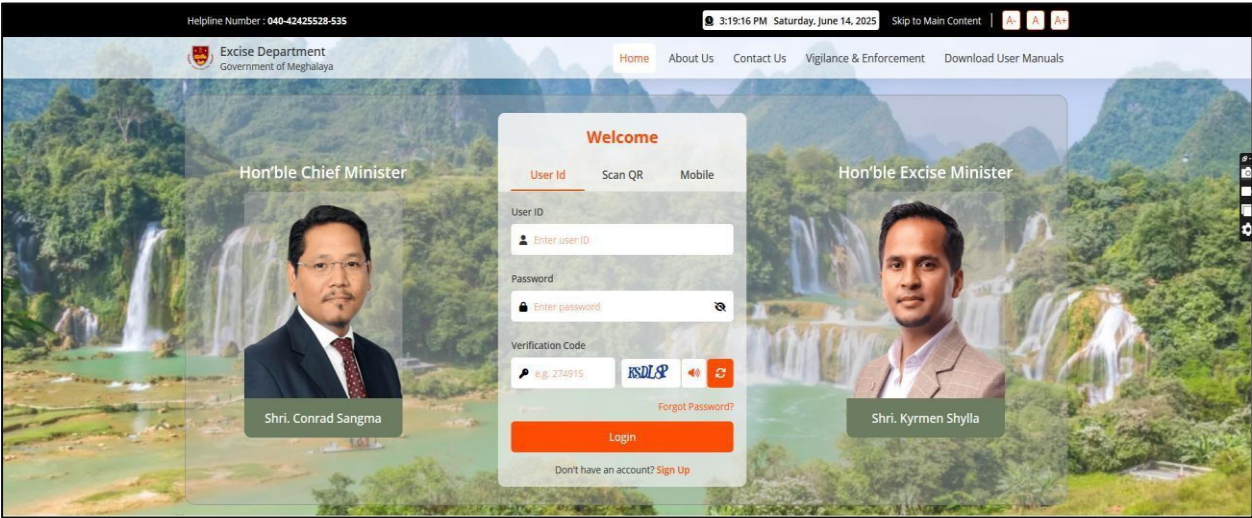
S.No	Product Code	Product Name	Segment	Category	Size (ml) X UPC	Pack Type	Quantity in Cases
1	3012W0024BQQMC	MC. DOWELL'S NO.1 RESERVE WHISKY ORIGINAL.	WHISKY	Semi Premium Brand	750 X 12	Barrel	2
Total							2



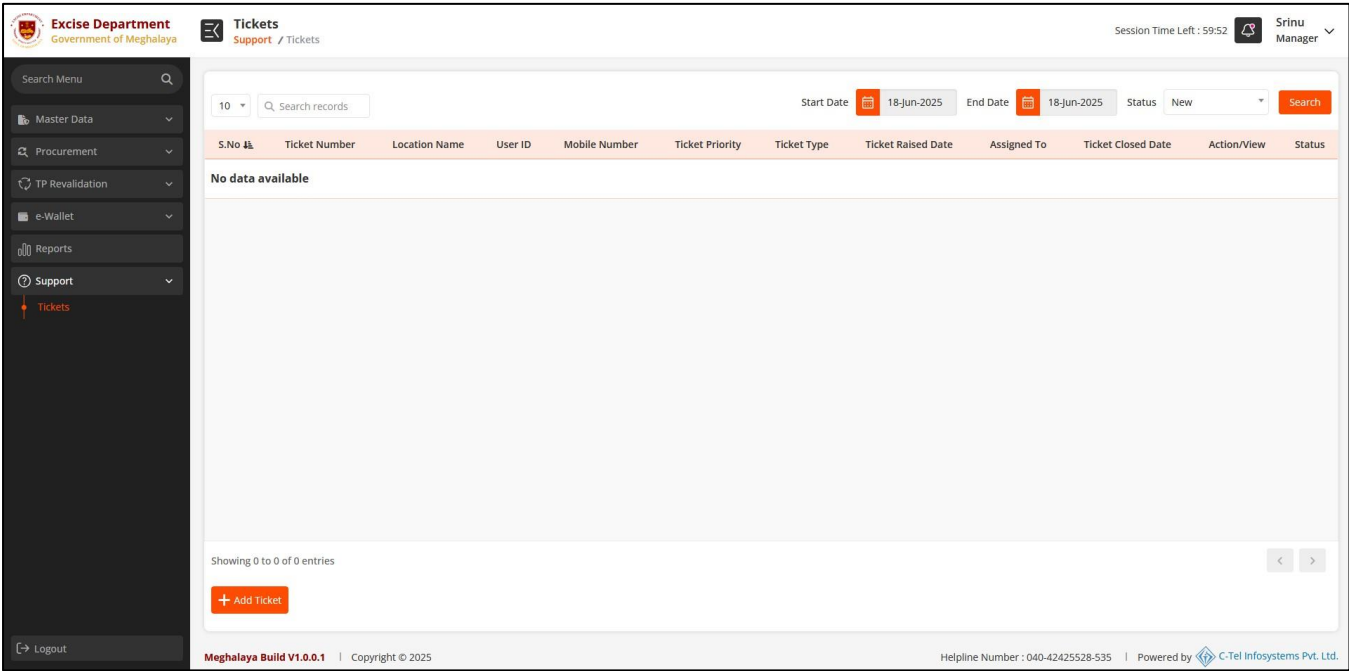
7.Receive Stock

- The Military manager must enter their User ID and Password in the respective login fields on the login screen.
- Enter the valid captcha in the respective fields.
- Click the login button to access the application dashboard.

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- Upon successful login to the application, the screen will display the following tabs.



Import CSD Control & Regulation User Reference

- Click on the Procurement tab.
- After clicking the will be redirected to the Indent View page.

The screenshot shows the 'Military Canteen Permits' interface. On the left is a sidebar with a search menu and navigation links: Master Data, Procurement (selected), Permits, TP Revalidation, e-Wallet, Reports, and Support. The main area displays a table of permits. The first row shows S.No 2, Indent Number IND301218062500080, Permit Number PER301218062500081, Supplier Name SR HYD LTD, Military Canteen Name TSES, Indent Date 18-Jun-2025 04:39:49 PM, and Status/Action 'Receive Stock'. A '+ Indent' button is at the bottom left. The footer includes 'Meghalaya Build V1.0.0.1', 'Copyright © 2025', 'Helpline Number : 040-42425528-535', and 'Powered by C-Tel Infosystems Pvt. Ltd.'.

S.No	Indent Number	Permit Number	Supplier Name	Military Canteen Name	Indent Date	Status/Action	Court Fee Stamp	Remarks
2	IND301218062500080	PER301218062500081	SR HYD LTD	TSES	18-Jun-2025 04:39:49 PM	Receive Stock		

- Click the "Receive Stock" button to initiate the Receiving process.

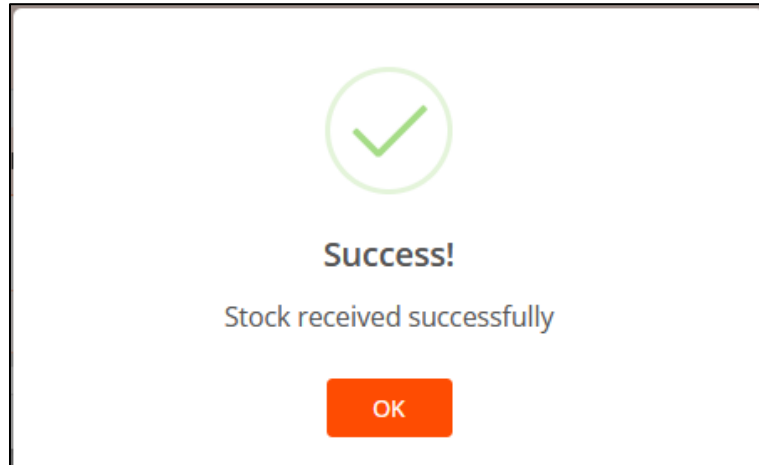
The screenshot shows a 'Receive Stock' pop-up window for Permit Number PER301218062500081. It contains a table with the following data:

S.No	Product Code	Brand Name	Size(ML x UPC)	Indent Quantity	Shipped Quantity(Cases)	Received Quantity(Cases)	Received Quantity(Bottles)	Breakage Quantity(Bottles)	Shortage Quantity(Bottles)
1	W0360CQQMC	ROYAL STAG WHISKY	750 X 12	25	25	0	0	0	0
Total				25					

A 'Receive Stock' button is located at the bottom of the window.

- If any battles are breakage and shortage happened enter the manually in breakage and shortage fields.
- The system will automatically calculate the received quantity in cases and bottles based on the input values.
- After clicked on 'Receive Stock' button. a success pop-up message will appear.

Import CSD Control & Regulation User Reference



- Click on the "OK" button in the confirmation pop-up.
- The system will automatically redirect the user to the Indent View page, indent can be viewed with 'Completed'.

The screenshot shows the 'Military Canteen Permits' interface. On the left is a dark sidebar with a search menu and navigation links: Master Data, Procurement (with a sub-link for Permits), TP Revalidation, e-Wallet, Reports, and Support. The main area has a header with the Excise Department logo and 'Military Canteen Permits' title. It includes a search bar with the value '30121806250008', filters for Start Date (18-Jun-2025) and End Date (18-Jun-2025), and a dropdown for 'All'. Below this is a table with columns: S.No, Indent Number, Permit Number, Supplier Name, Military Canteen Name, Indent Date, Status/Action, Court Fee Stamp, and Remarks. One row is visible with S.No 3, Indent Number IND301218062500080, Permit Number PER301218062500081, Supplier Name SR HYD LTD, Military Canteen Name TSE5, Indent Date 18-Jun-2025 04:39:49 PM, and Status/Action Completed. A '+ Indent' button is at the bottom left of the table area. The footer contains 'Meghalaya Build V1.0.0.1 | Copyright © 2025', 'Helpline Number : 040-42425528-535', and 'Powered by C-Tel Infosystems Pvt. Ltd.'.

Thank You