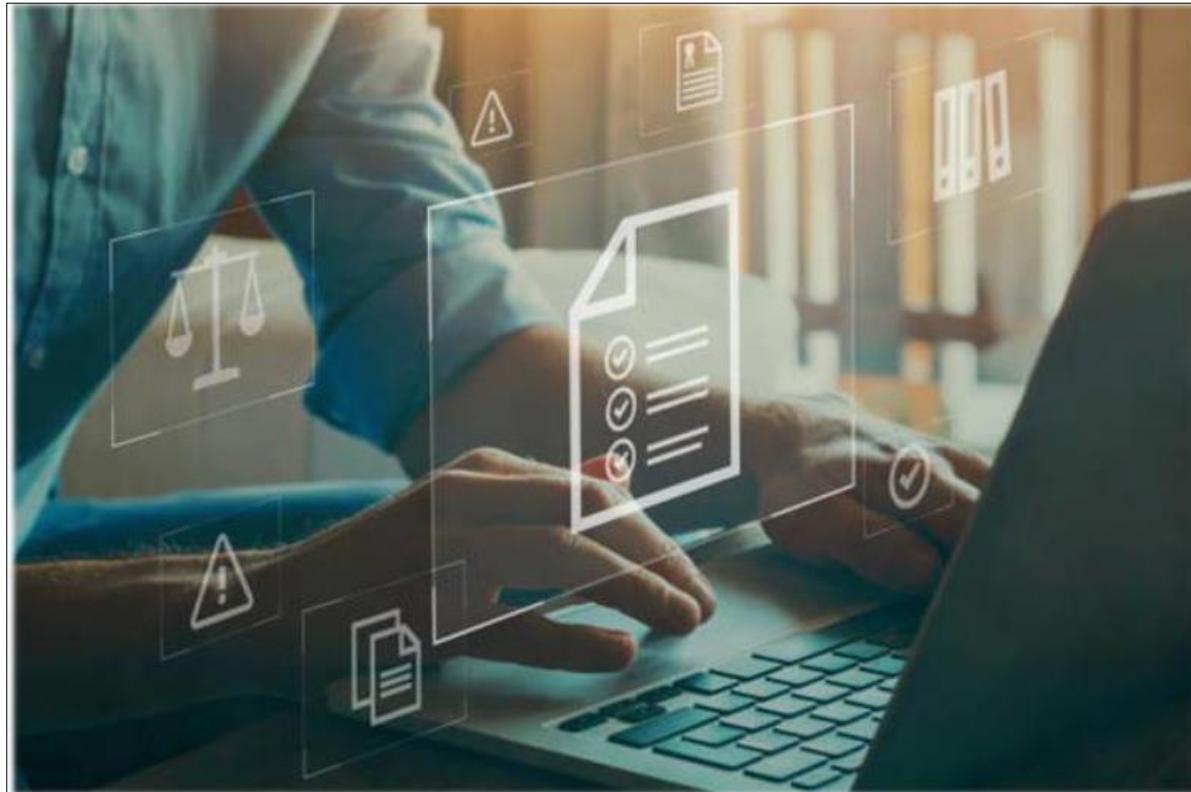


Import CSD Control & Regulation User Reference



**Excise Department
Government of Meghalaya**



**C-TEL INFOSYSTEMS PVT. LTD
Hyderabad, Telangana**

Import CSD Control & Regulation User Reference

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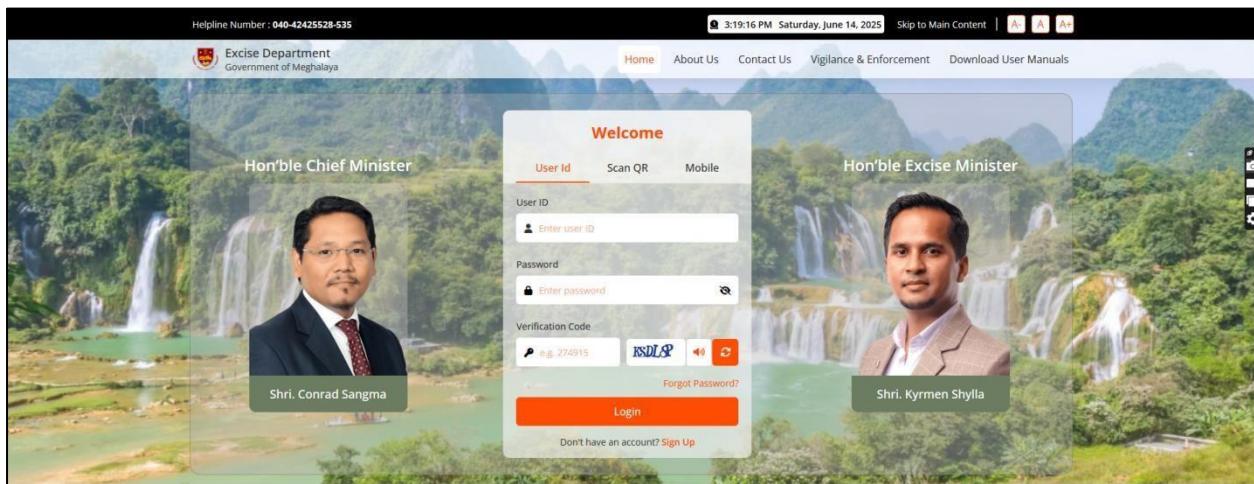
Import CSD Control & Regulation User Reference

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.

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Excise Department
Government of Meghalaya

Tickets
Support / Tickets

10 Start Date End Date Status

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

Logout

Helpline: 7331118981 - 85 | Meghalaya Build V1.0.0.2

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- The user clicks on the Brand Label Management tab.

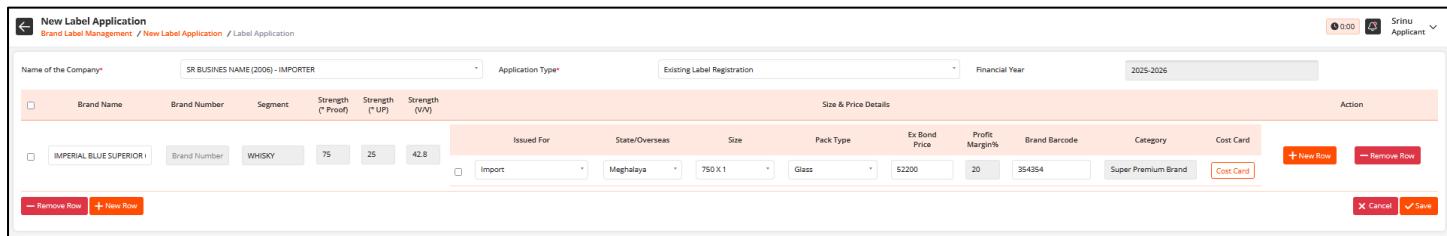
Import CSD Control & Regulation User Reference

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

- 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.

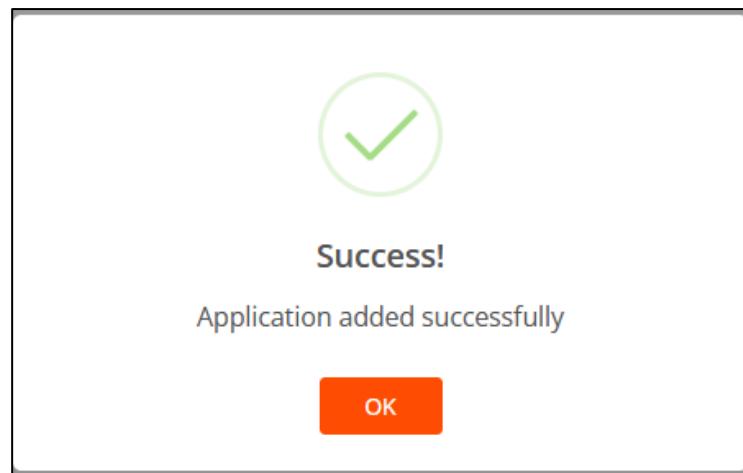
Import CSD Control & Regulation User Reference

- 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



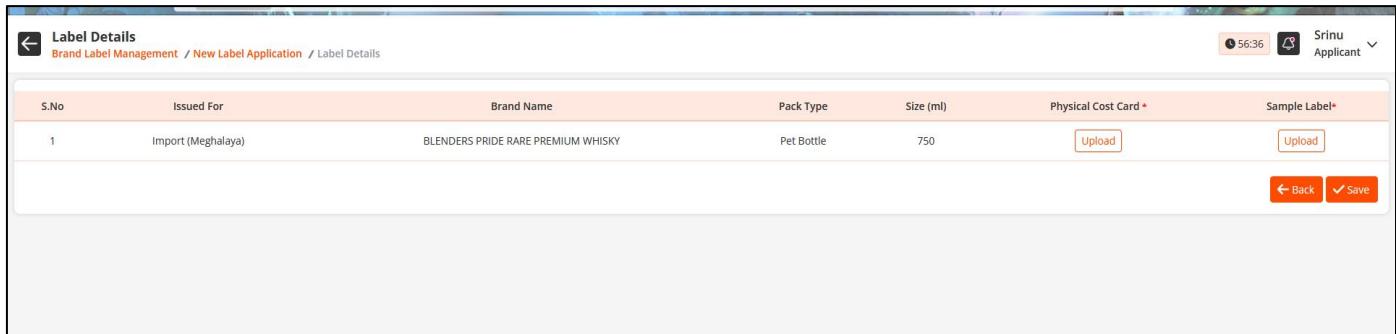
The screenshot shows the 'New Label Application' interface. At the top, there are tabs for 'Brand Label Management' and 'New Label Application'. The main form is titled 'New Label Application' and includes fields for 'Name of the Company' (SR BUSINESS NAME (2006) - IMPORTER), 'Application Type' (Existing Label Registration), 'Financial Year' (2025-2026), and 'Brand Name' (IMPERIAL BLUE SUPERIOR). Below these are sections for 'Brand Number' (WHISKY), 'Segment' (75), 'Strength (% Proof)' (25), and 'Strength (%V/V)' (42.8). A 'Size & Price Details' section shows 'Issued For' (Import), 'State/OVERSEAS' (Meghalaya), 'Size' (750 X 1), 'Pack Type' (Glass), 'Ex Bond Price' (\$2200), 'Profit Margin%' (20), 'Brand Barcode' (354254), and 'Category' (Super Premium Brand). Buttons for '+ New Row' and '– Remove Row' are visible. At the bottom 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.



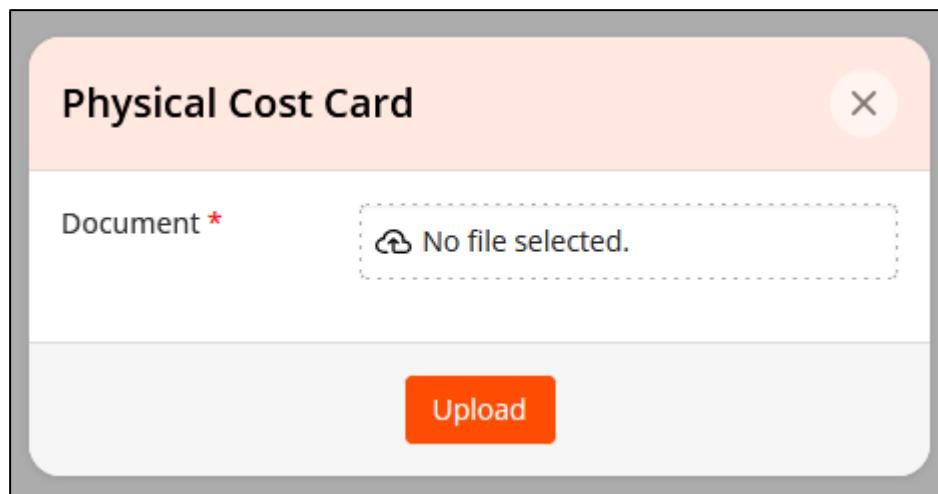
- Click on the "OK" button in the confirmation pop-up.
- The system will automatically redirect the user to the Label Details page, where all previously created indents can be viewed.

Import CSD Control & Regulation User Reference

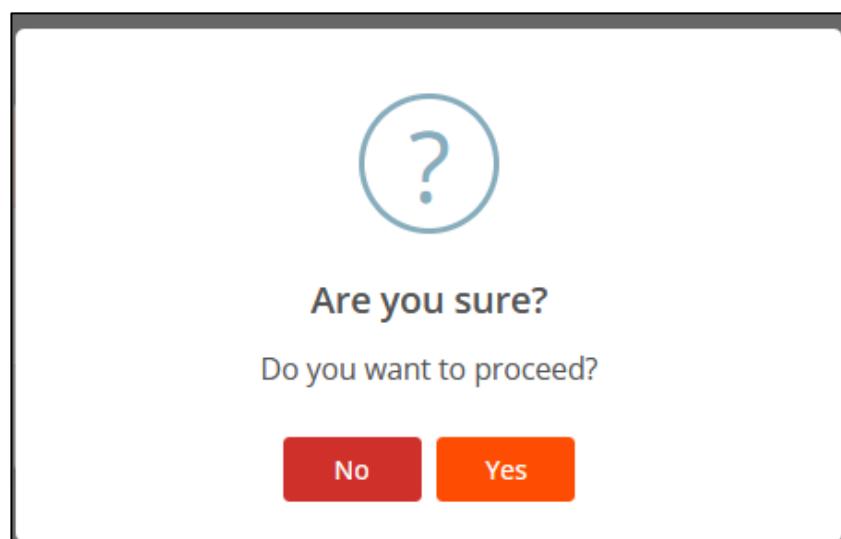


S.No	Issued For	Brand Name	Pack Type	Size (ml)	Physical Cost Card *	Sample Label*
1	Import (Meghalaya)	BLONDERS PRIDE RARE PREMIUM WHISKY	Pet Bottle	750	Upload	Upload

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

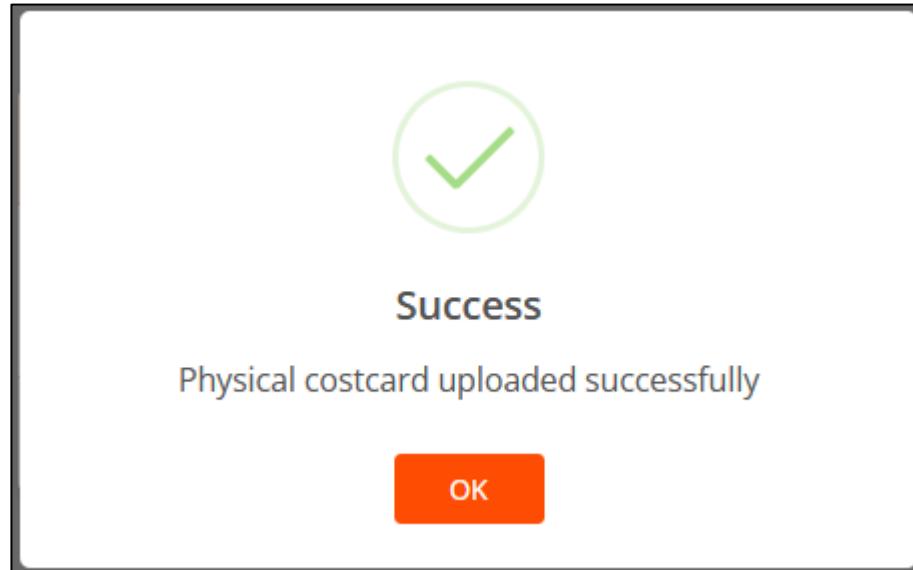


- Next, the user needs to upload the document, and after upload it, click on the 'Upload' button. a confirmation pop-up message will be displayed on the screen.



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.

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

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

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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 : 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 BUSINES 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 BUSINES 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 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												

- 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

X

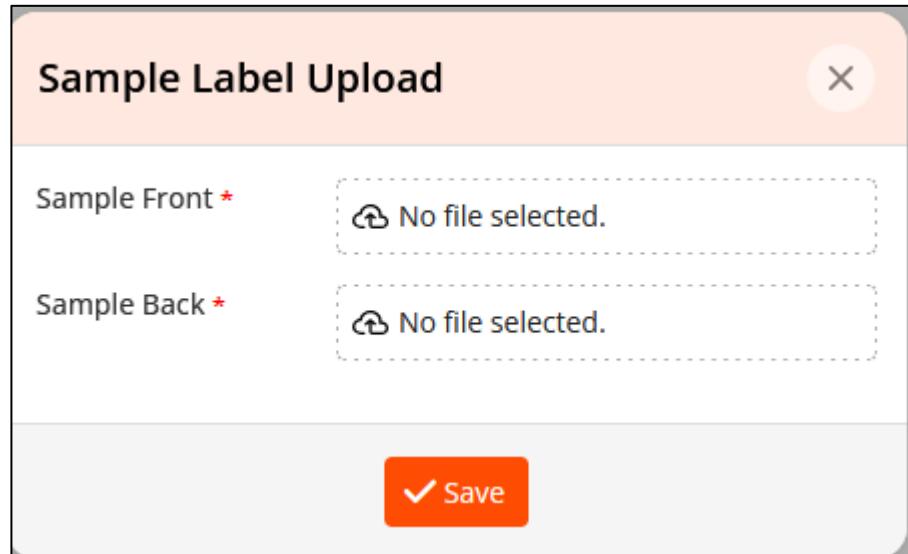
Document *

Cloud icon
No file selected.

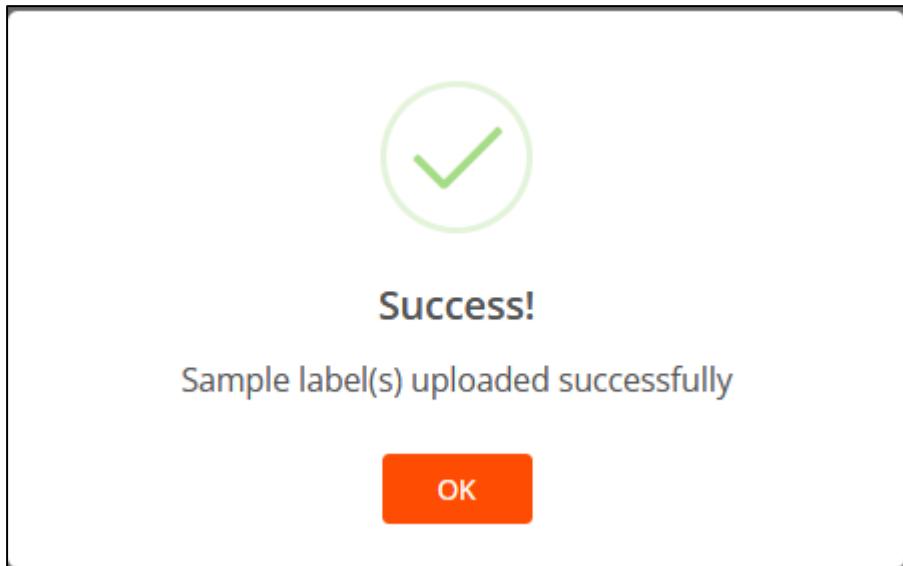
✓ Upload

Import CSD Control & Regulation User Reference

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

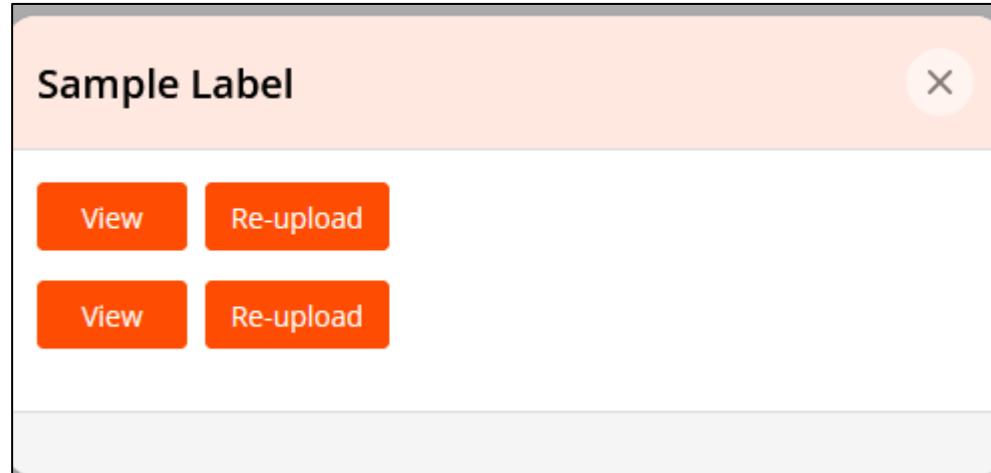


- Next, the user needs to upload the 'Sample Back' and 'Sample Front' documents, and after uploading them, click on the 'Save' button.
- After clicking the 'Save' button, a confirmation pop-up is displayed.

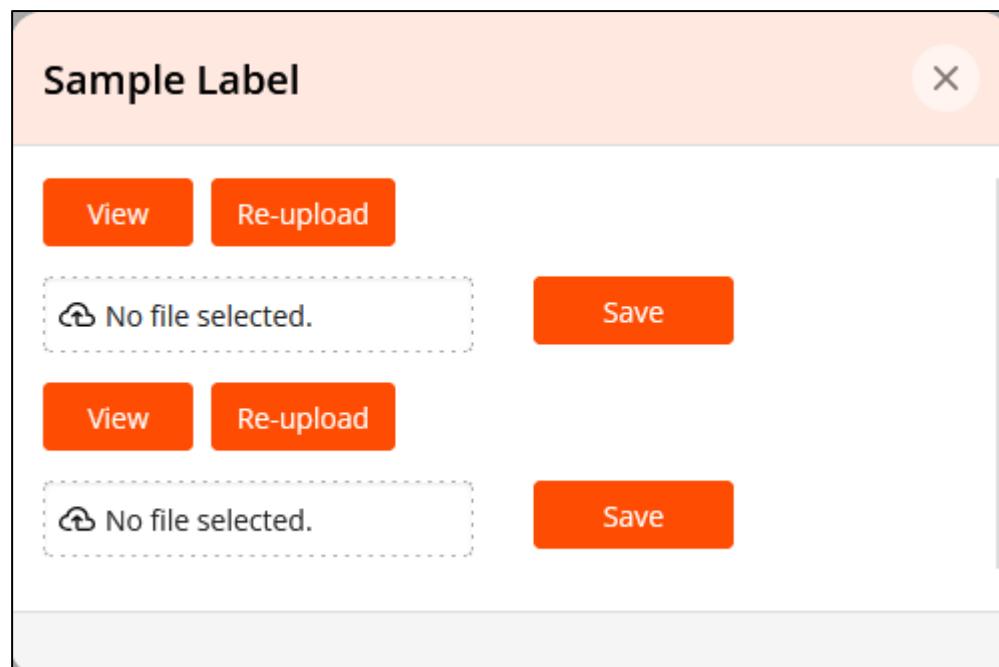


- Click on the "OK" button in the confirmation pop-up.
- The system will automatically redirect the user to the Label Details page, where all previously created details can be viewed. If the user clicks the Sample Label 'view' hyper link tab

Import CSD Control & Regulation User Reference



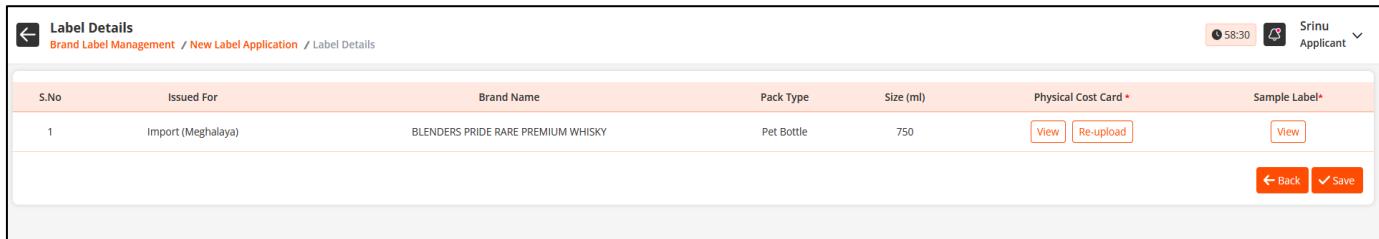
- If the user clicks the Sample Label 'view' hyperlink tabs. User can view the upload the documents.
- If the user clicks the 'Re-upload' hyperlink buttons, the system opens the upload file fields where the user can select a new document and then click the 'save' button.



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

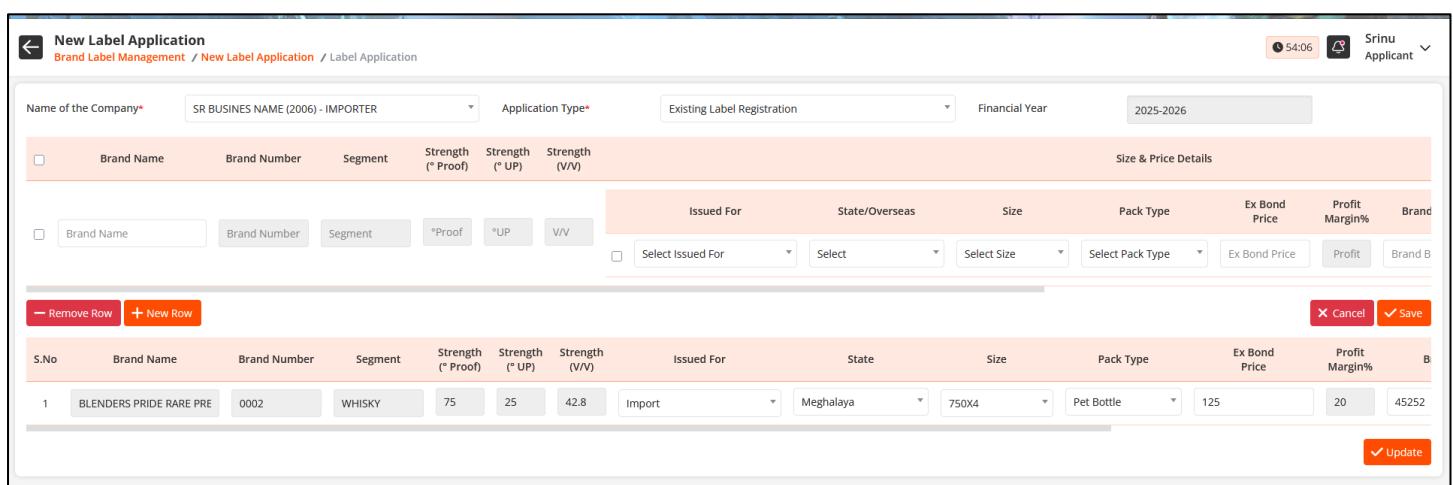
Import CSD Control & Regulation User Reference

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



The screenshot shows the 'Label Details' page. At the top, there are navigation links: 'Brand Label Management / New Label Application / Label Details'. On the right, there are user details: 'Srinu Applicant' and a timestamp '58:30'. The main table has columns: S.No, Issued For, Brand Name, Pack Type, Size (ml), Physical Cost Card*, and Sample Label*. The first row shows '1', 'Import (Meghalaya)', 'BLONDERS PRIDE RARE PREMIUM WHISKY', 'Pet Bottle', '750', and buttons for 'View', 'Re-upload', and 'View'. At the bottom right are buttons for 'Back' and 'Save'.

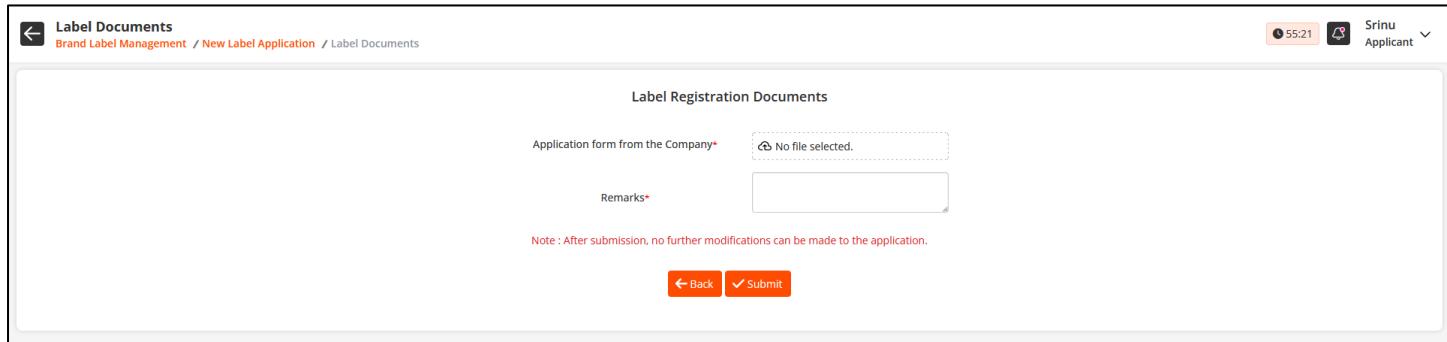
- If user want click on 'Back' button. page will navigate the previous page.



The screenshot shows the 'New Label Application' page. At the top, there are navigation links: 'Brand Label Management / New Label Application / Label Application'. On the right, there are user details: 'Srinu Applicant' and a timestamp '54:06'. The main table has columns: Name of the Company*, Application Type*, Existing Label Registration, Financial Year, and a date range '2025-2026'. Below this is a table for 'Brand Details' with columns: Brand Name, Brand Number, Segment, Strength (* Proof), Strength (* UP), Strength (V/V), and 'Size & Price Details'. The table shows a single row for 'BLONDERS PRIDE RARE PRE'. At the bottom, there are buttons for 'Remove Row', 'New Row', 'Cancel', and 'Save'. Below the table is another table for 'Label Application' with columns: S.No, Brand Name, Brand Number, Segment, Strength (* Proof), Strength (* UP), Strength (V/V), Issued For, State/Overseas, Size, Pack Type, Ex Bond Price, Profit Margin%, and Brand. The table shows a single row for 'BLONDERS PRIDE RARE PRE', with dropdowns for 'Issued For' (Import), 'State' (Meghalaya), 'Size' (750X4), 'Pack Type' (Pet Bottle), and 'Ex Bond Price' (125). At the bottom right are buttons for 'Update' and 'Save'.

- 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

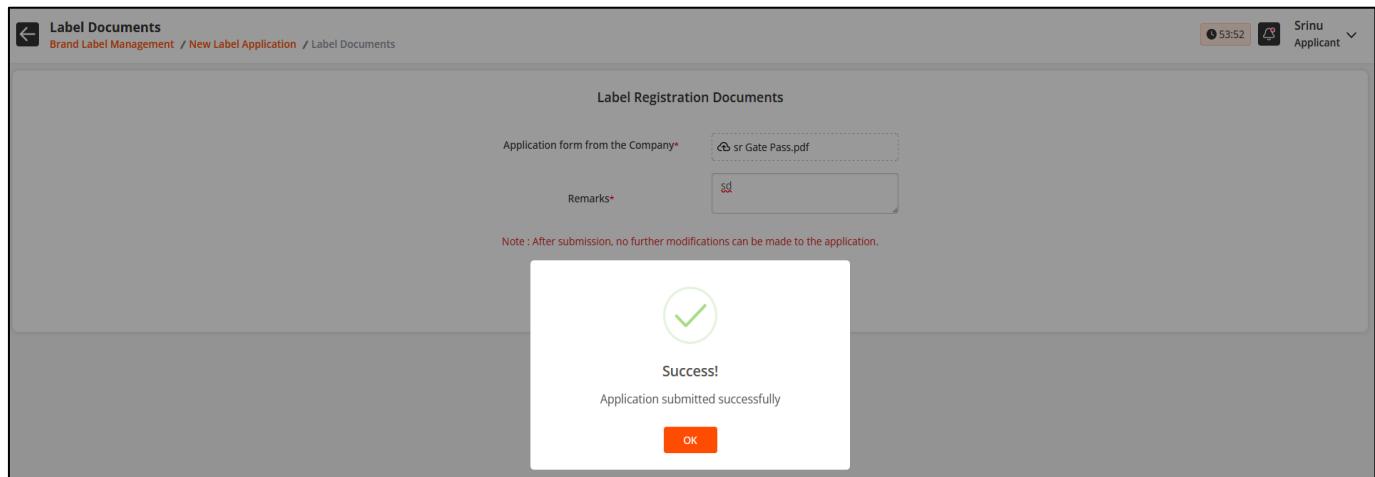
Application form from the Company*

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*

Remarks*

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

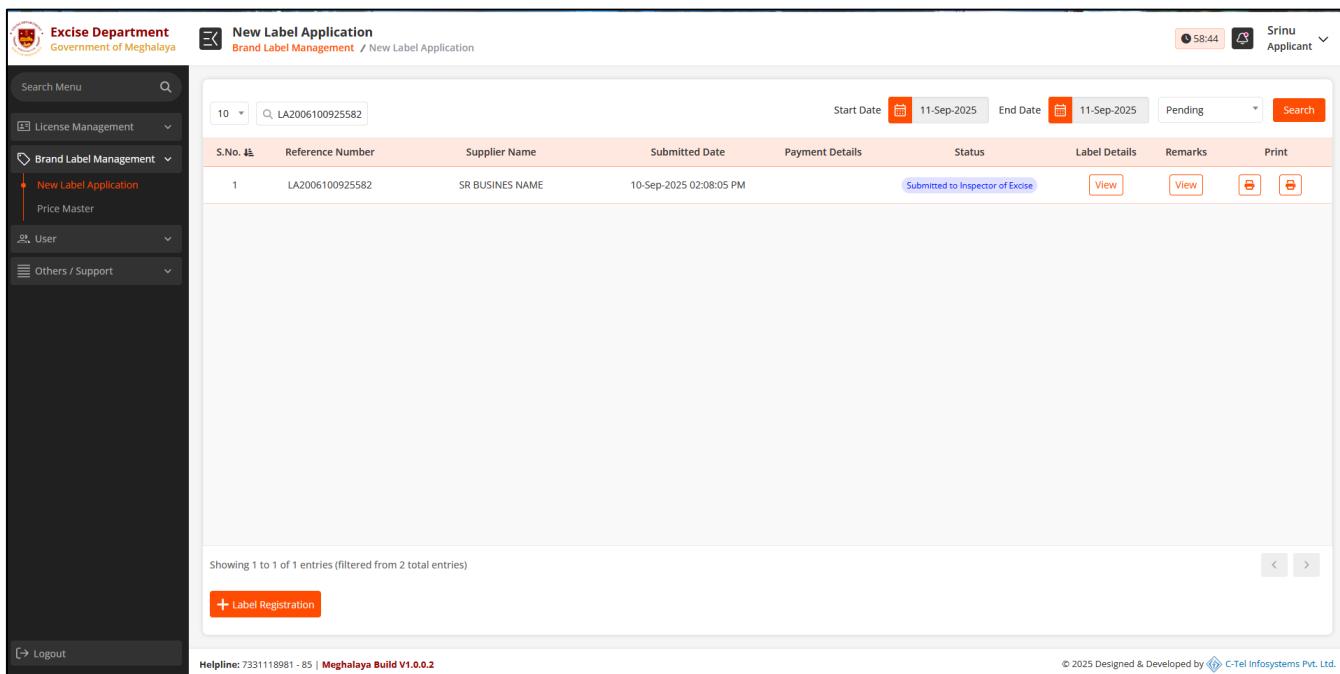
 Success!

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

5844 Srinu Applicant

Search Menu

License Management

Brand Label Management

- New Label Application
- Price Master
- User
- Others / Support

10 LA2006100925582

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

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

1 LA2006100925582 SR BUSINESS NAME 10-Sep-2025 02:08:05 PM Submitted to Inspector of Excise

View View Delete Print

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

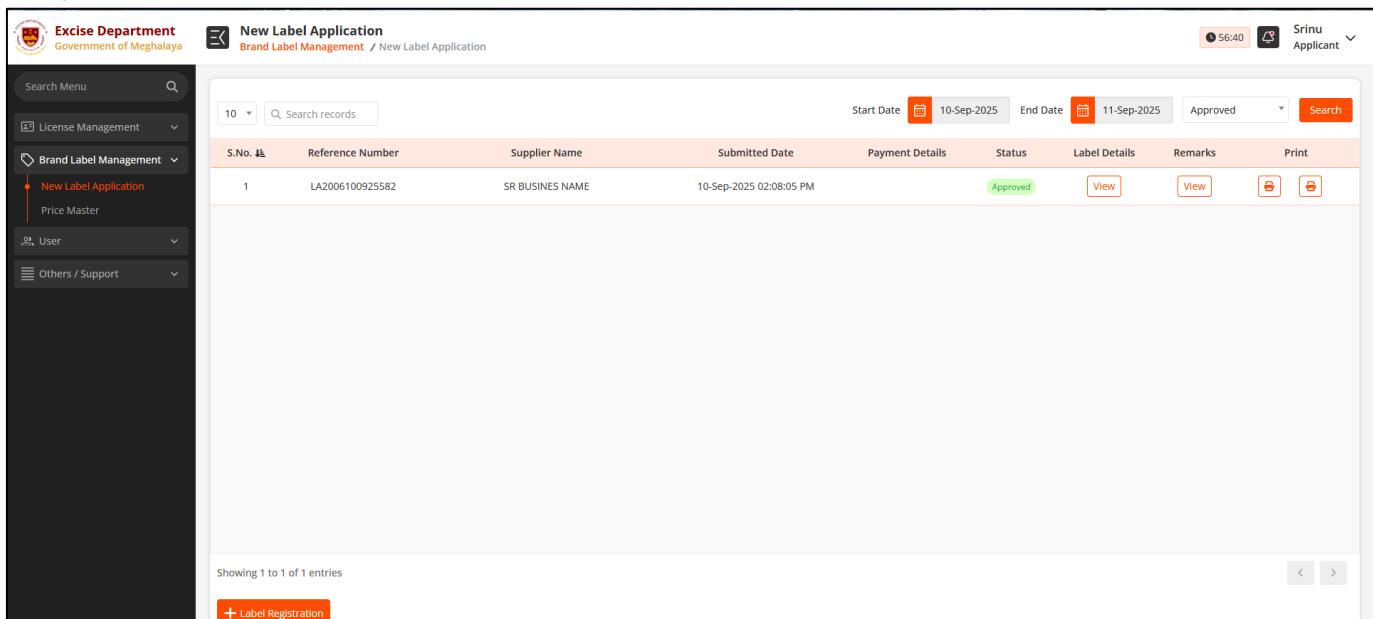
+ Label Registration

Logout

Helpline: 7331118981 - 85 | Meghalaya Build V1.0.0.2

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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

5640 Srinu Applicant

Search Menu

License Management

Brand Label Management

- New Label Application
- Price Master
- User
- Others / Support

10 Search records

Start Date 10-Sep-2025 End Date 11-Sep-2025 Approved

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

1 LA2006100925582 SR BUSINESS NAME 10-Sep-2025 02:08:05 PM Approved

View View Delete Print

Showing 1 to 1 of 1 entries

+ Label Registration

- To preview the final label print.

Import CSD Control & Regulation User Reference

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

<p style="margin: 0;">SR BUSINES NAME</p> <p style="margin: 0;">(8-25 hyd, KHAMMAM, KALLURU, Eastern West Khasi Hills, Meghalaya - 502454)</p> <p style="margin: 0;">FORM A (See Rule 366)</p>												
<p style="margin: 0;">Application for Registration of Brand Name and Label to the Commissioner of Excise,</p> <p style="margin: 0;">Meghalaya, Shillong</p>												
<p>Application Number : LA2006100925582 Date & Time : 10-Sep-2025 02:08:05 PM</p>												
<p>1)</p>												
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

- Local Cost card

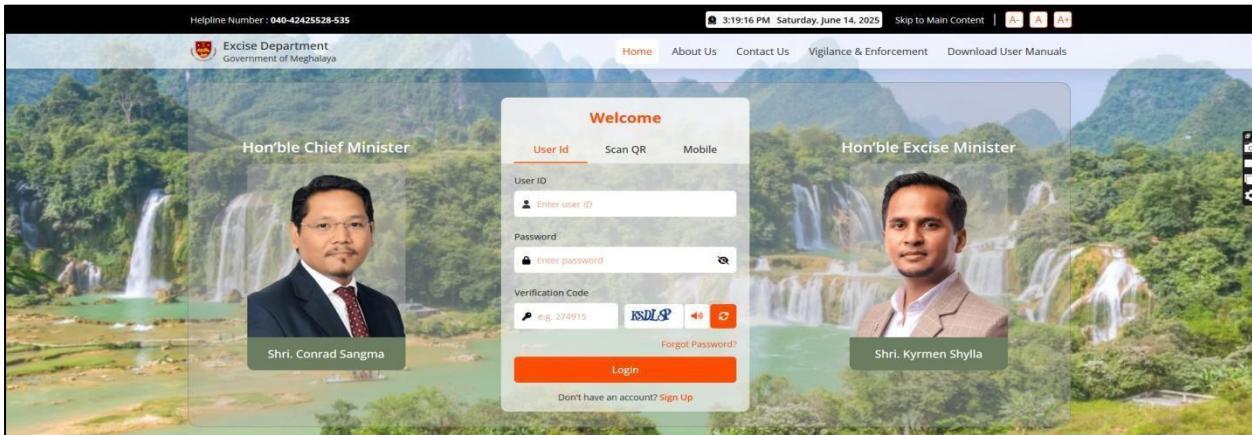
Import CSD Control & Regulation User Reference

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)	VAT (Per Case)	Total (Per Case)	Profit Margin (Per Case)	Retailer Lifting Fee (Per Case)	MRP (Per Case)	MRP	Category
1	SR BUSINES 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.

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- 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).

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Excise Department
Government of Meghalaya

Hologram Purchase Indent
Hologram Procurement / Hologram Purchase Indent

56:44 Srinu Supplier

Search Menu

Master Data

Hologram Procurement

Hologram Purchase Indent

Hologram Inventory

Hologram Packing

Offline Challan

Stock

Dispatch

Others / Support

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

Hologram Purchase Indent Details

Purpose * Select DD Number (for Hologram Manufacturer)* Please enter DD no

Hologram Colour * DD Amount (Rs.) (for Hologram Manufacturer)*

Hologram Quantity * In multiples of 50000 DD Date (for Hologram Manufacturer)* 11-Sep-2025

Carton Quantity * Upload DD Copy (for Hologram Manufacturer)* No file selected.

DD Bank (for Hologram Manufacturer)* Remarks Please enter remarks

Cancel **Save**

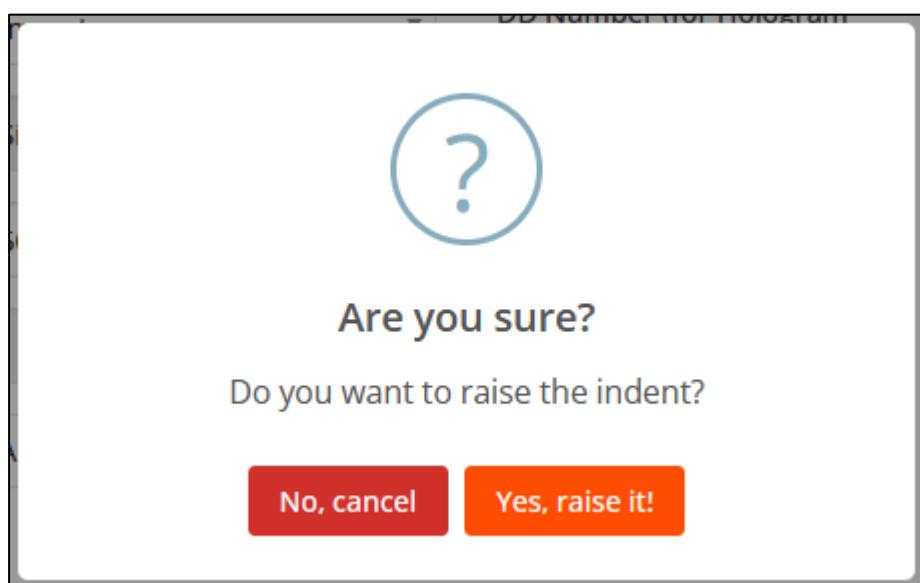
Showing 0 to 0 of 0 entries

+ Hologram Purchase Indent

Helpline: 7331118981 - 85 | Meghalaya Build V1.0.0.2

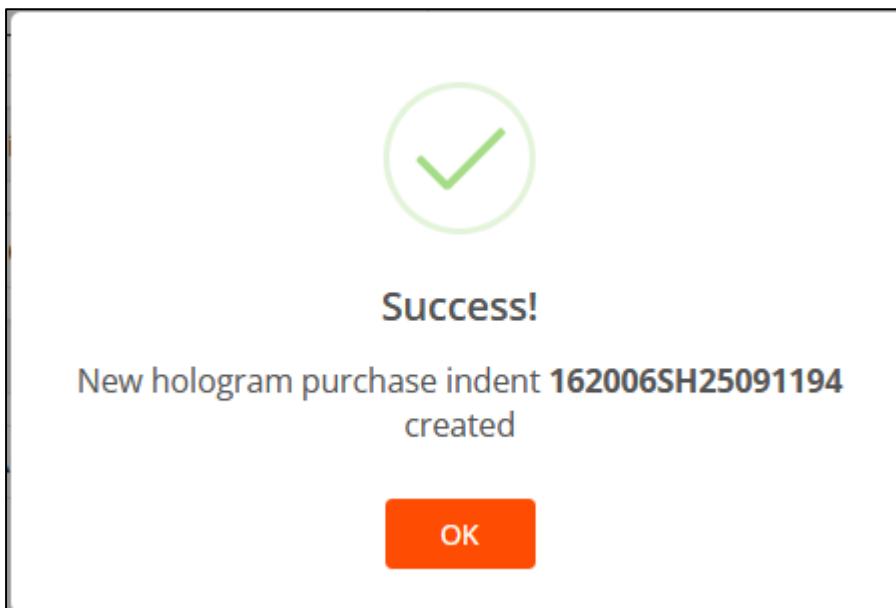
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- After clicking on (+Hologram Purchase Indent) option then below screen will be displayed.
- After reaching to the above screen user need to fill all the necessary details and then need to click on “SAVE” option. After clicking on “SAVE” option below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

A screenshot of the "Hologram Purchase Indent" list view. The left sidebar shows "Hologram Procurement" selected. The main table has one entry:

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](#)

- 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

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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	
Challan Number	CH3456
Payable Amount	25000.00

Success!

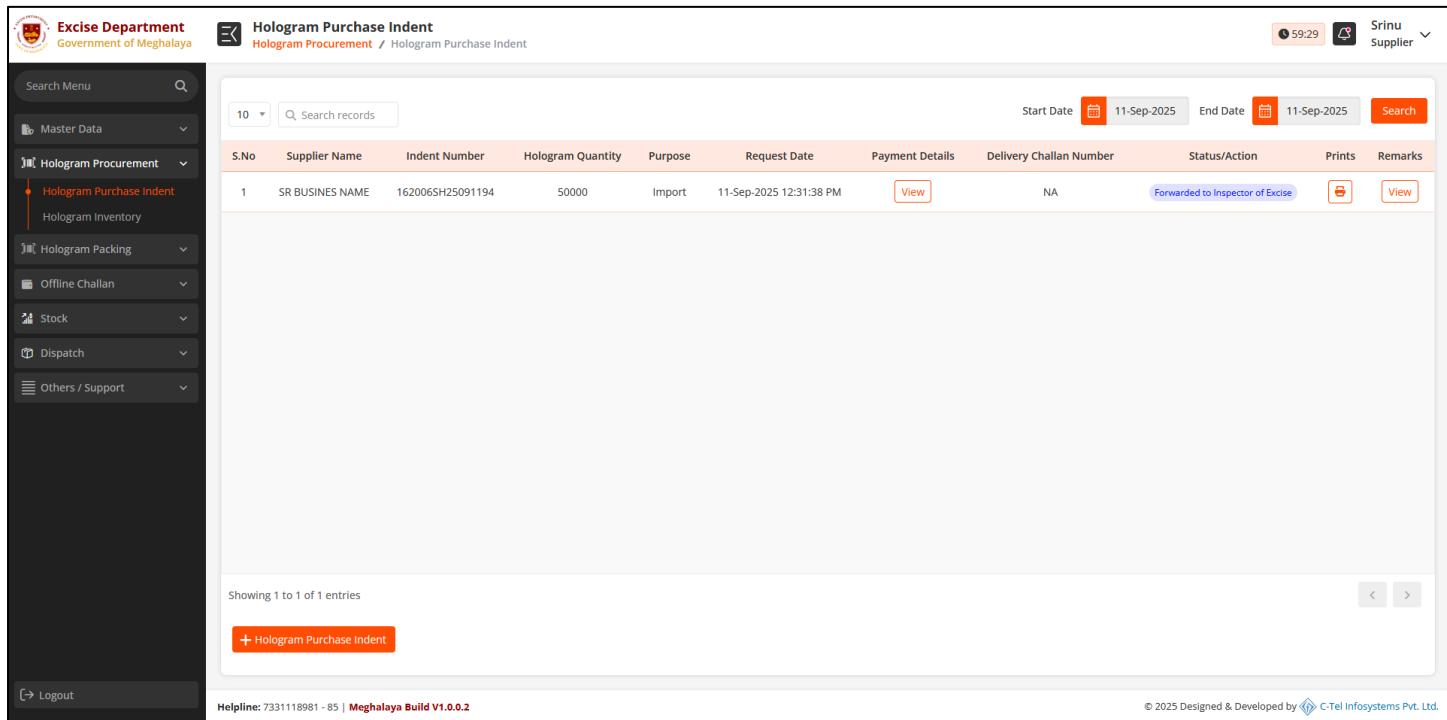
Challan payment have been received successfully.

OK

- 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

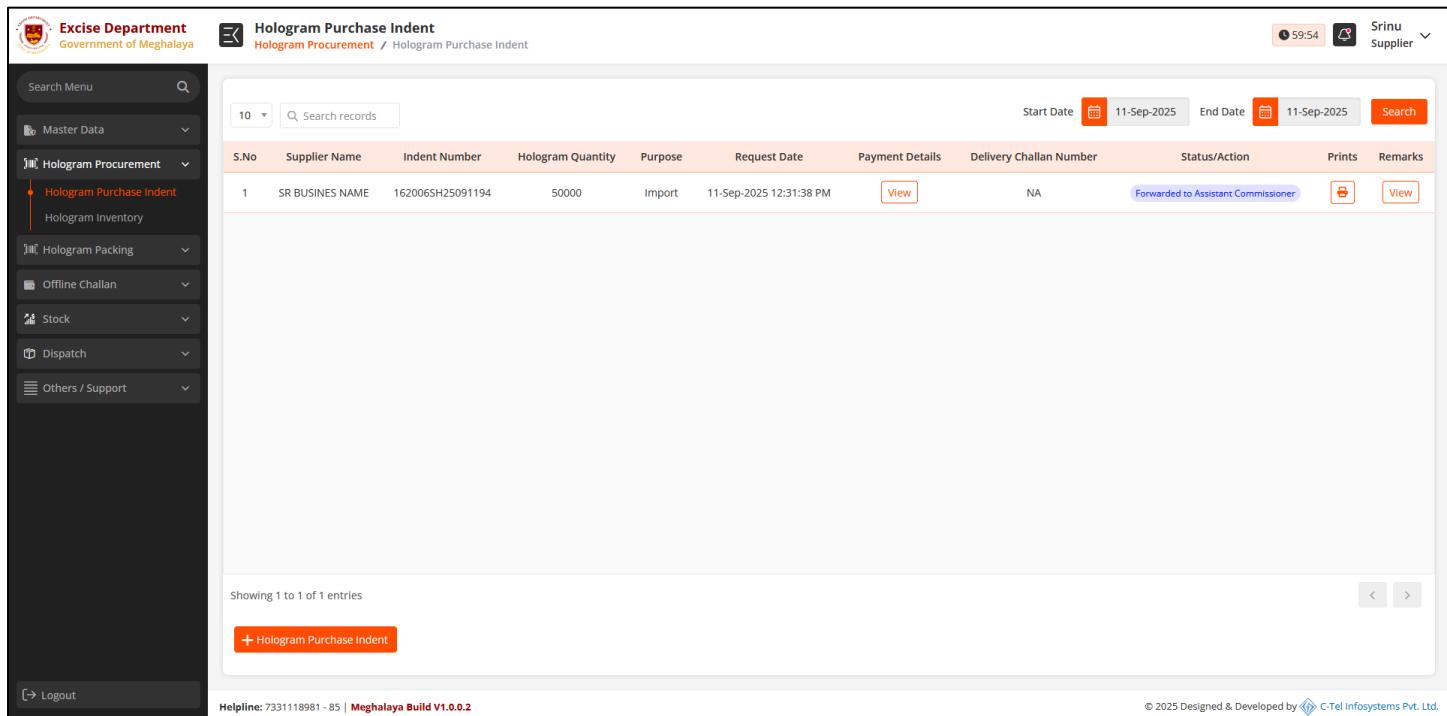
will be forwarded to Forwarded to Inspector of Excise. In list view request will be displayed as below.



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 Inspector of Excise	View	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.

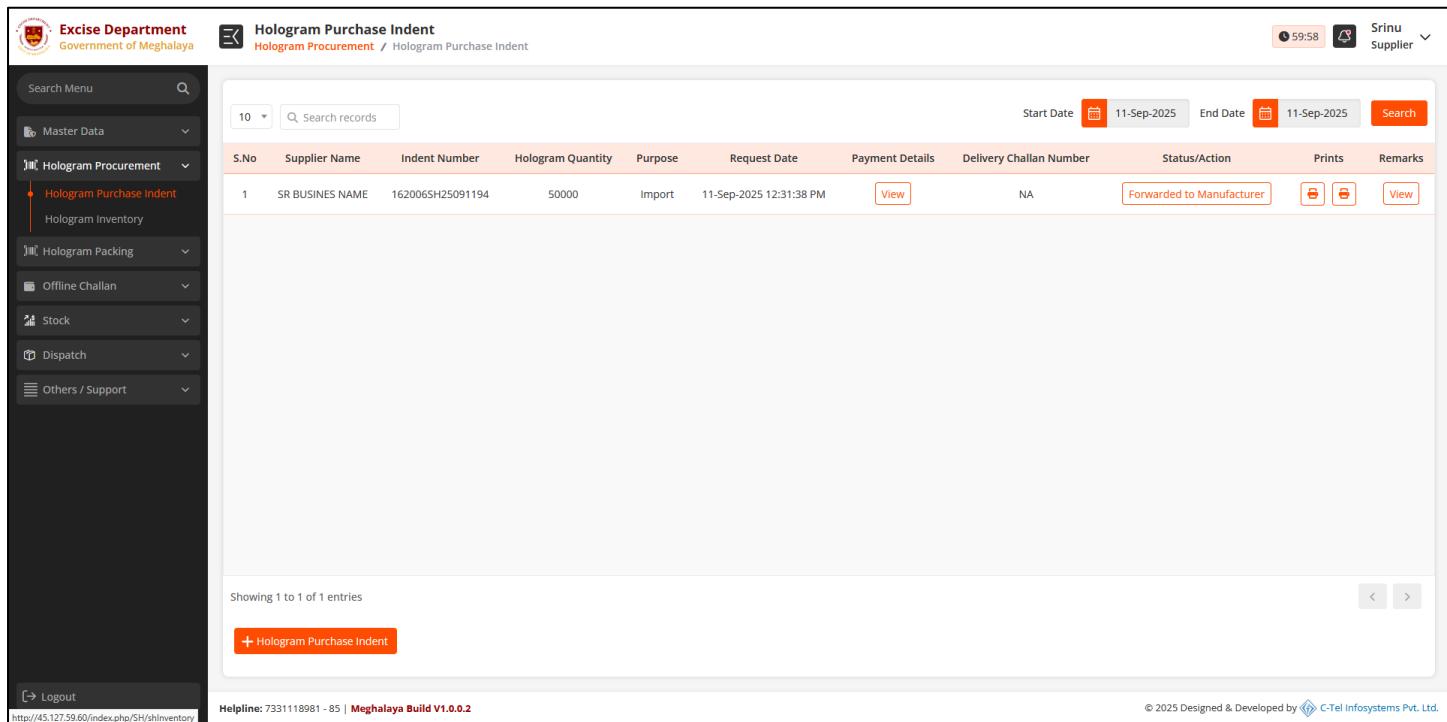
Import CSD Control & Regulation User Reference



Hologram Purchase Indent

SR BUSINES NAME | 162006SH25091194 | 50000 | Import | 11-Sep-2025 12:31:38 PM | NA | Forwarded to Assistant Commissioner

- 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.

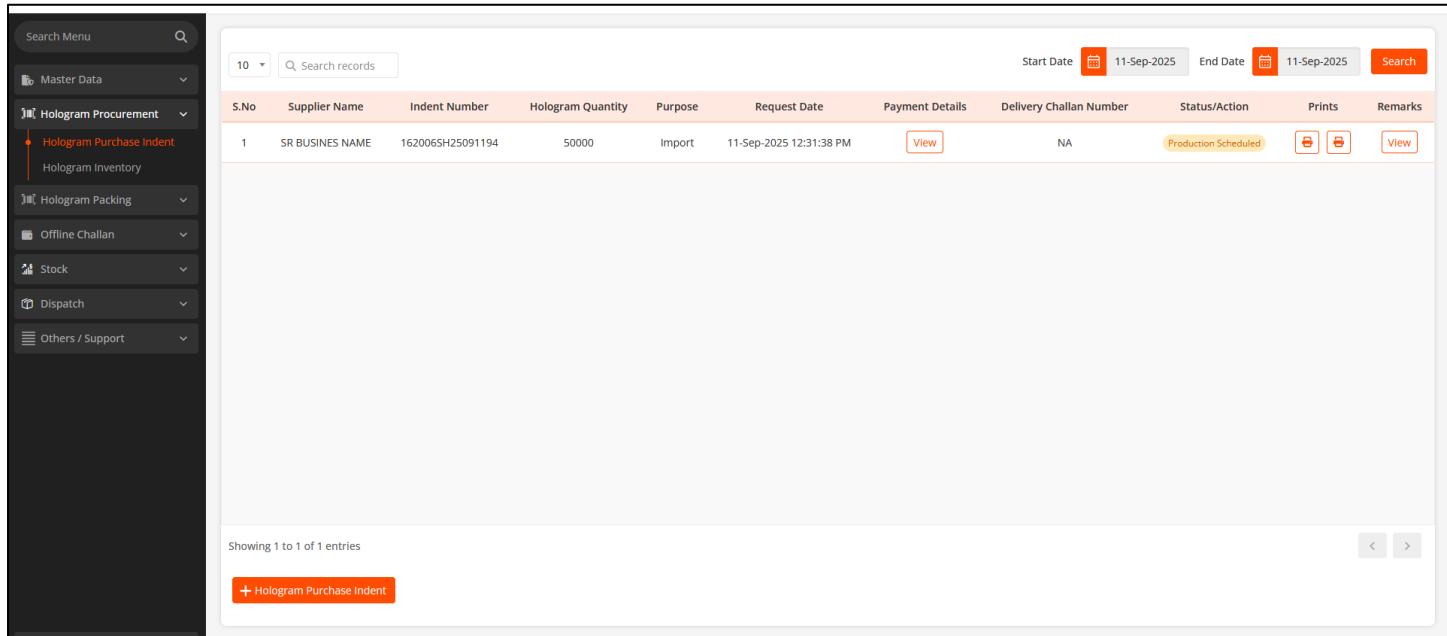


Hologram Purchase Indent

SR BUSINES NAME | 162006SH25091194 | 50000 | Import | 11-Sep-2025 12:31:38 PM | NA | Forwarded to Manufacturer

Import CSD Control & Regulation User Reference

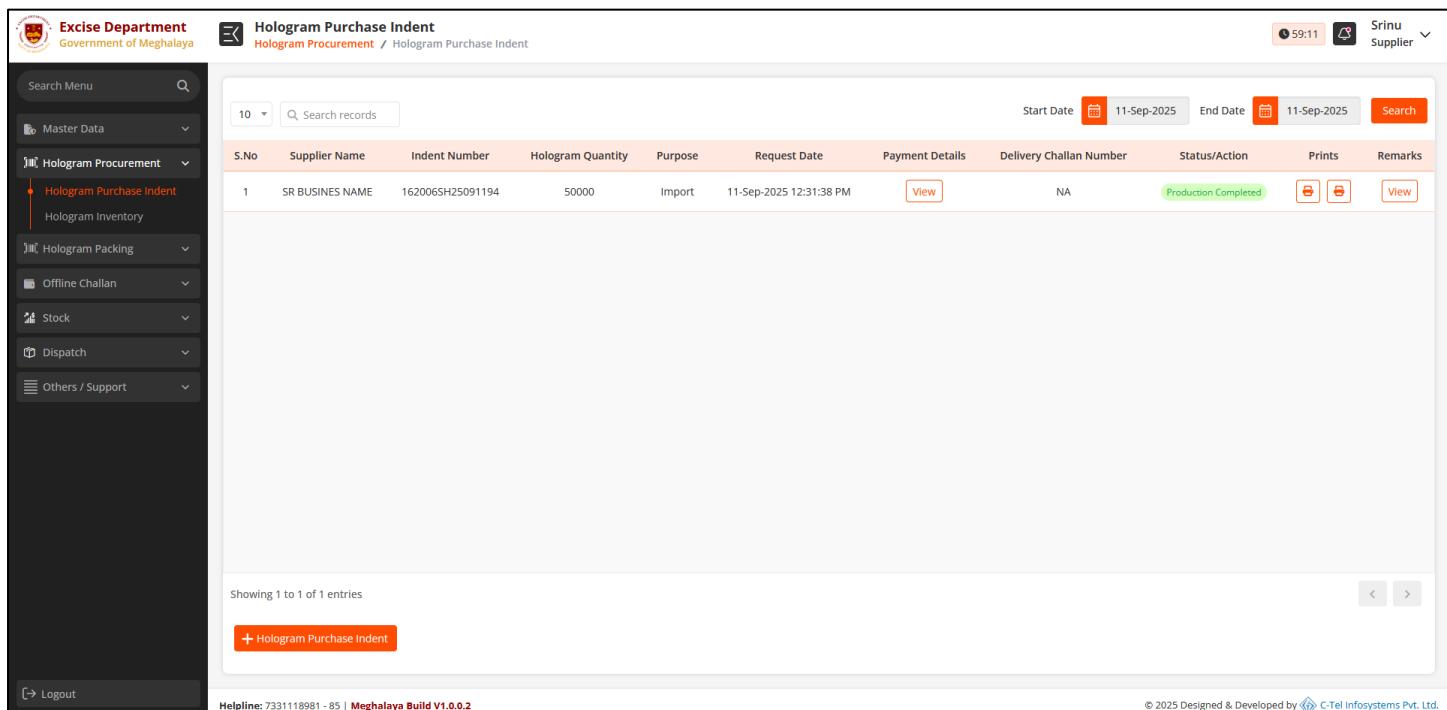
- Once the manufacturer schedules the production, the status will be displayed as shown in the screen below.



The screenshot shows a software interface for managing hologram purchase indentations. On the left is a dark sidebar with a search menu and a list of modules: Master Data, Hologram Procurement (selected), Hologram Inventory, Hologram Packing, Offline Challan, Stock, Dispatch, and Others / Support. The main area has a header with 'Search Menu' and a search bar. Below the header is a table with the following columns: S.No, Supplier Name, Indent Number, Hologram Quantity, Purpose, Request Date, Payment Details, Delivery Challan Number, Status/Action, Prints, and Remarks. A single row is displayed with the following data: 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 View, Delivery Challan Number NA, Status/Action Production Scheduled, Prints, and Remarks. At the bottom of the table area, there are buttons for 'View', 'Edit', and 'Delete'. Below the table, a message says 'Showing 1 to 1 of 1 entries'. At the bottom left is a red button labeled '+ Hologram Purchase Indent'.

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

Import CSD Control & Regulation User Reference

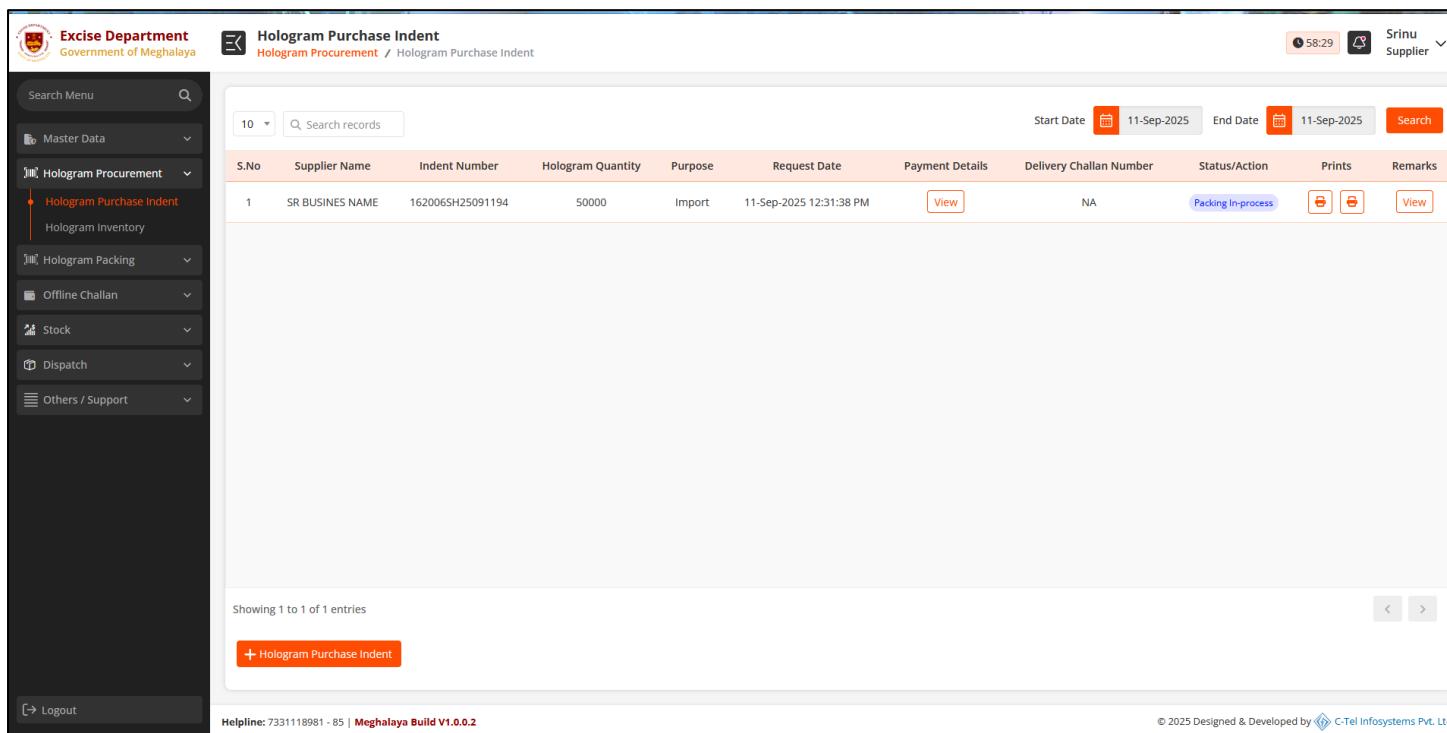


The screenshot shows the 'Hologram Purchase Indent' page. The left sidebar has a 'Hologram Purchase Indent' section selected. The main table has one entry:

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

At the bottom, the status is shown as 'Production Completed'.

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



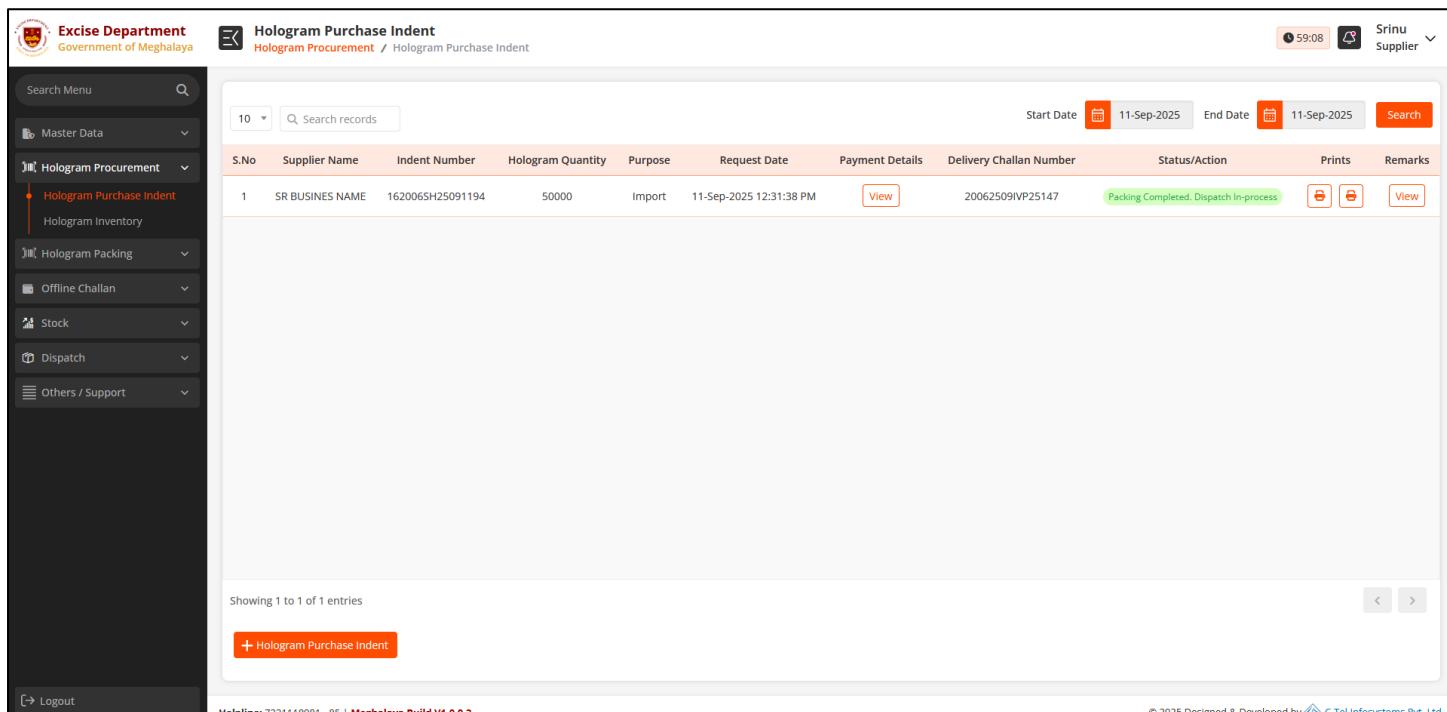
The screenshot shows the 'Hologram Purchase Indent' page. The left sidebar has a 'Hologram Purchase Indent' section selected. The main table has one entry:

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

At the bottom, the status is shown as 'Packing In-process'.

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

Import CSD Control & Regulation User Reference

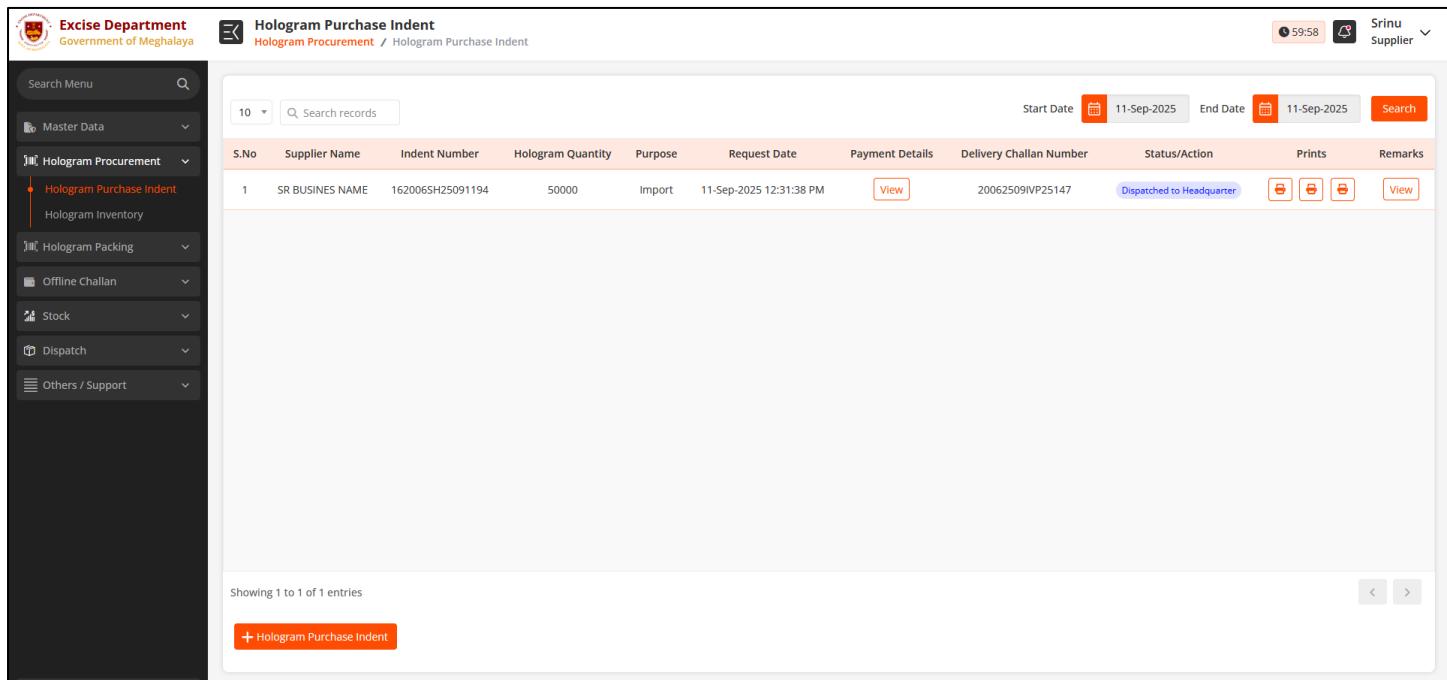


The screenshot shows the 'Hologram Purchase Indent' page. The left sidebar has a 'Hologram Purchase Indent' section selected. The main table shows one record:

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	20062509IVP25147	Packing Completed, Dispatch In-process	 	View

At the bottom, the status is shown as 'Packing Completed, Dispatch In-process'.

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

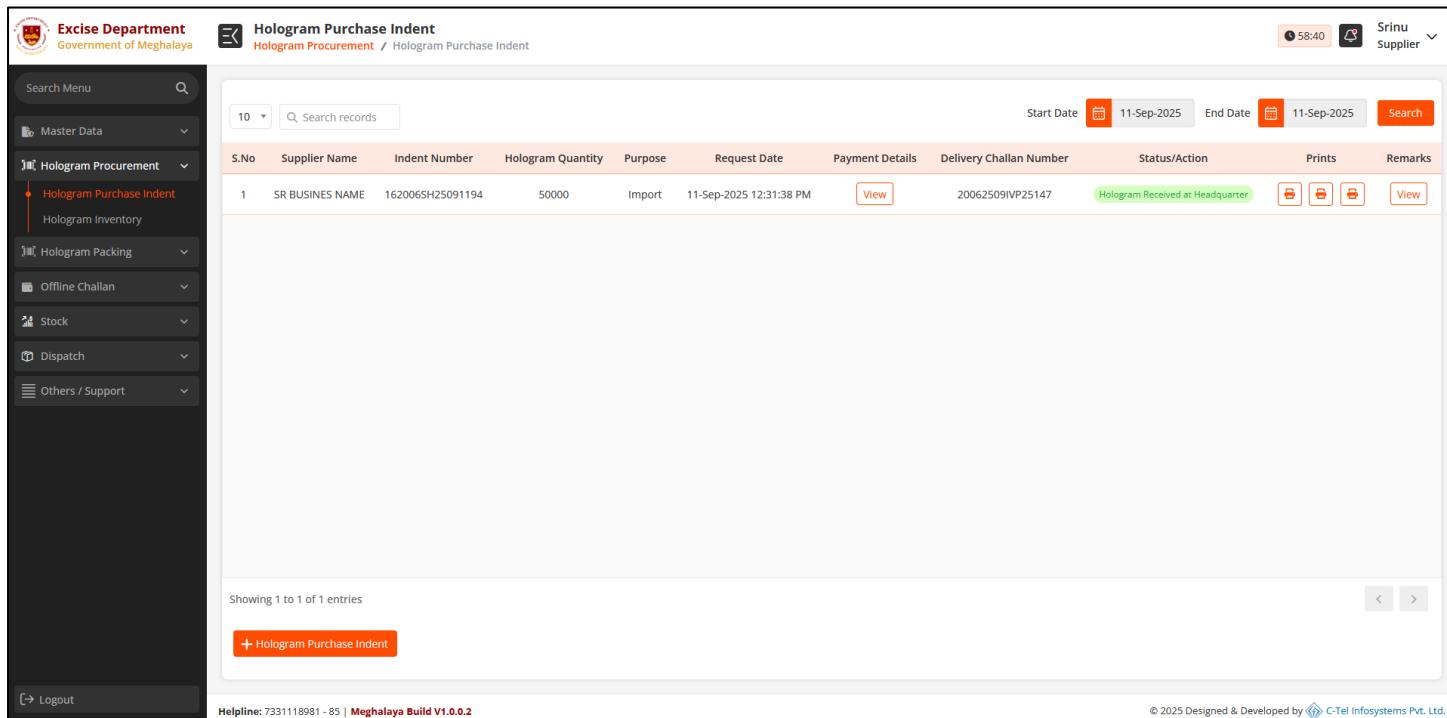


The screenshot shows the 'Hologram Purchase Indent' page with the same record as the previous screenshot, but the status has been updated to 'Dispatched to Headquarter'.

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	20062509IVP25147	Dispatched to Headquarter	 	View

Import CSD Control & Regulation User Reference

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



The screenshot shows the 'Hologram Purchase Indent' page in the 'Excise Department Government of Meghalaya' system. The left sidebar contains a navigation menu with 'Hologram Purchase Indent' selected. The main content area displays a table with one row of data. The table columns are: S.No, Supplier Name, Indent Number, Hologram Quantity, Purpose, Request Date, Payment Details, Delivery Challan Number, Status/Action, Prints, and Remarks. The data in the table is as follows:

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	200625091VP25147	Hologram Received at Headquarters	 	View

At the bottom of the page, there is a footer with links for 'Logout', 'Helpline: 7331118981 - 85 | Meghalaya Build V1.0.0.2', and '© 2025 Designed & Developed by C-Tel Infosystems Pvt. Ltd'.

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

Import CSD Control & Regulation User Reference

 Excise Department
Government of Meghalaya

 Hologram Purchase Indent
Hologram Procurement / Hologram Purchase Indent

58:26 Srinu Supplier

Search Menu Q

Master Data

Hologram Procurement

- Hologram Purchase Indent
- Hologram Inventory

Hologram Packing

Offline Challan

Stock

Dispatch

Others / Support

10 Q 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	20062509IVP25147	Receive Hologram	Print Print Print Print	View

Showing 1 to 1 of 1 entries

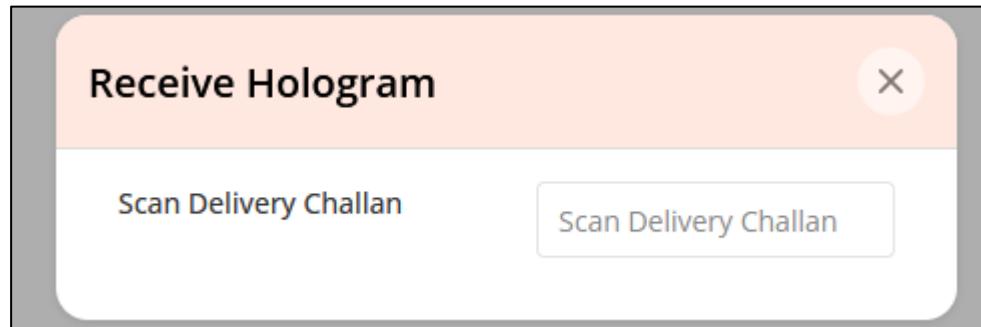
+ Hologram Purchase Indent

Logout

Helpline: 7331118981 - 85 | Meghalaya Build V1.0.0.2

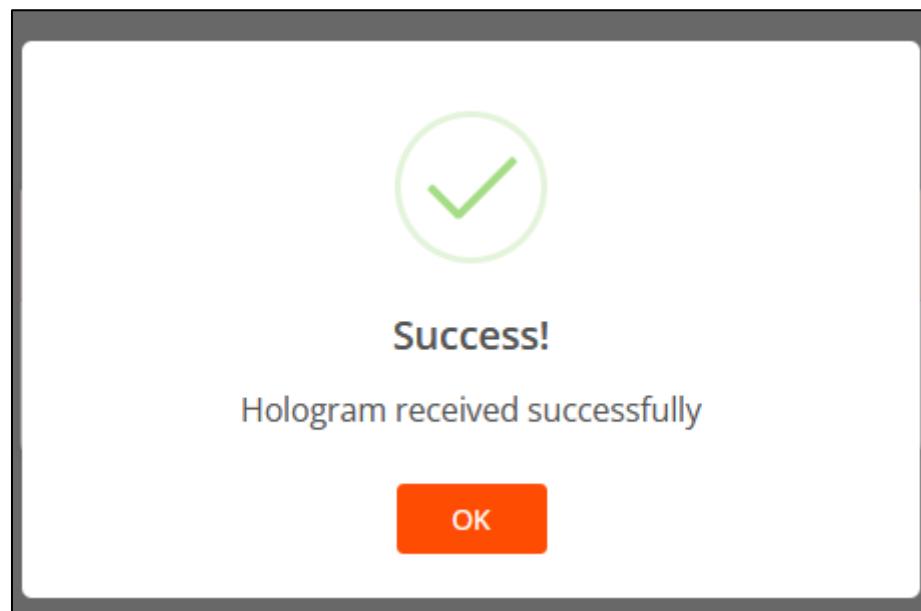
© 2025 Designed & Developed by  C-Tel Infosystems Pvt. Ltd.

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



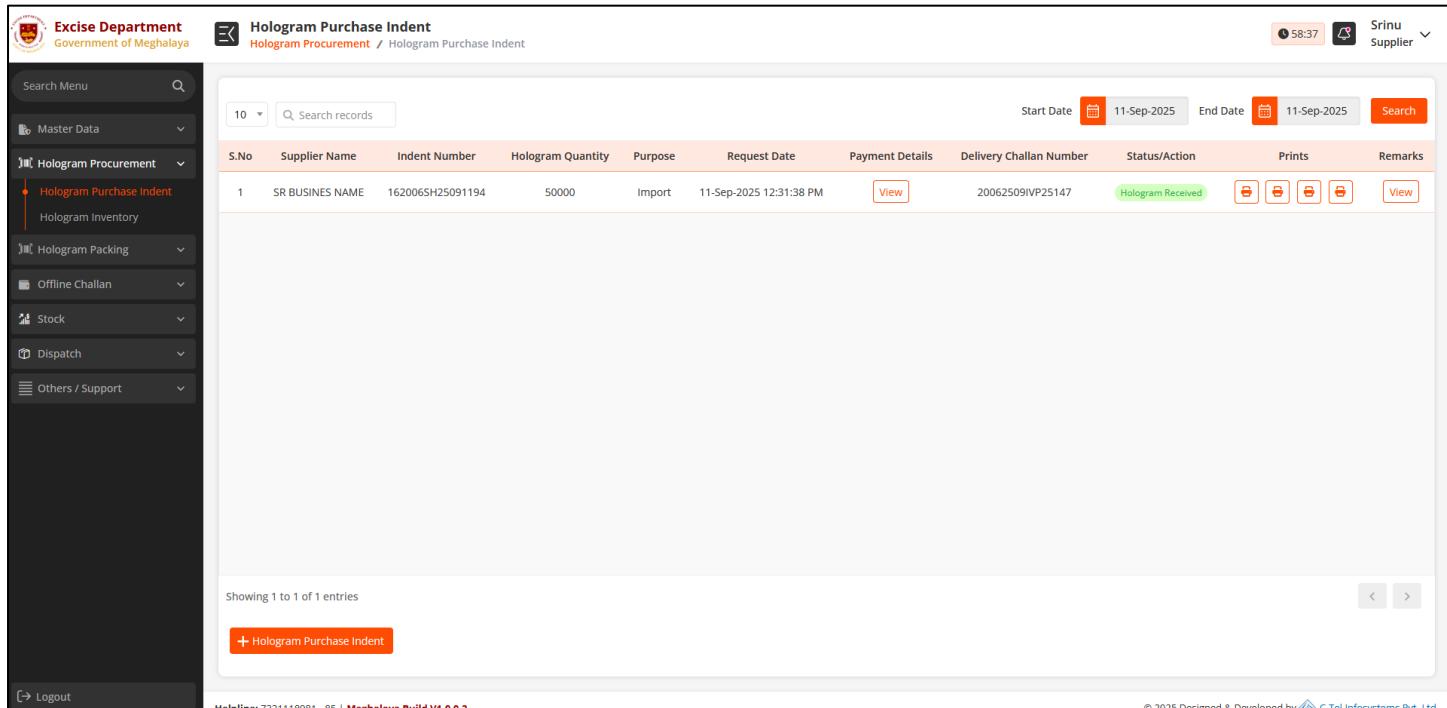
- After scanning the delivery challan, the user receives a success confirmation pop-up message.

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

Logout

10 Q 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 BUSINESS 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](#)

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- 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 BUSINES 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 BUSINES 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

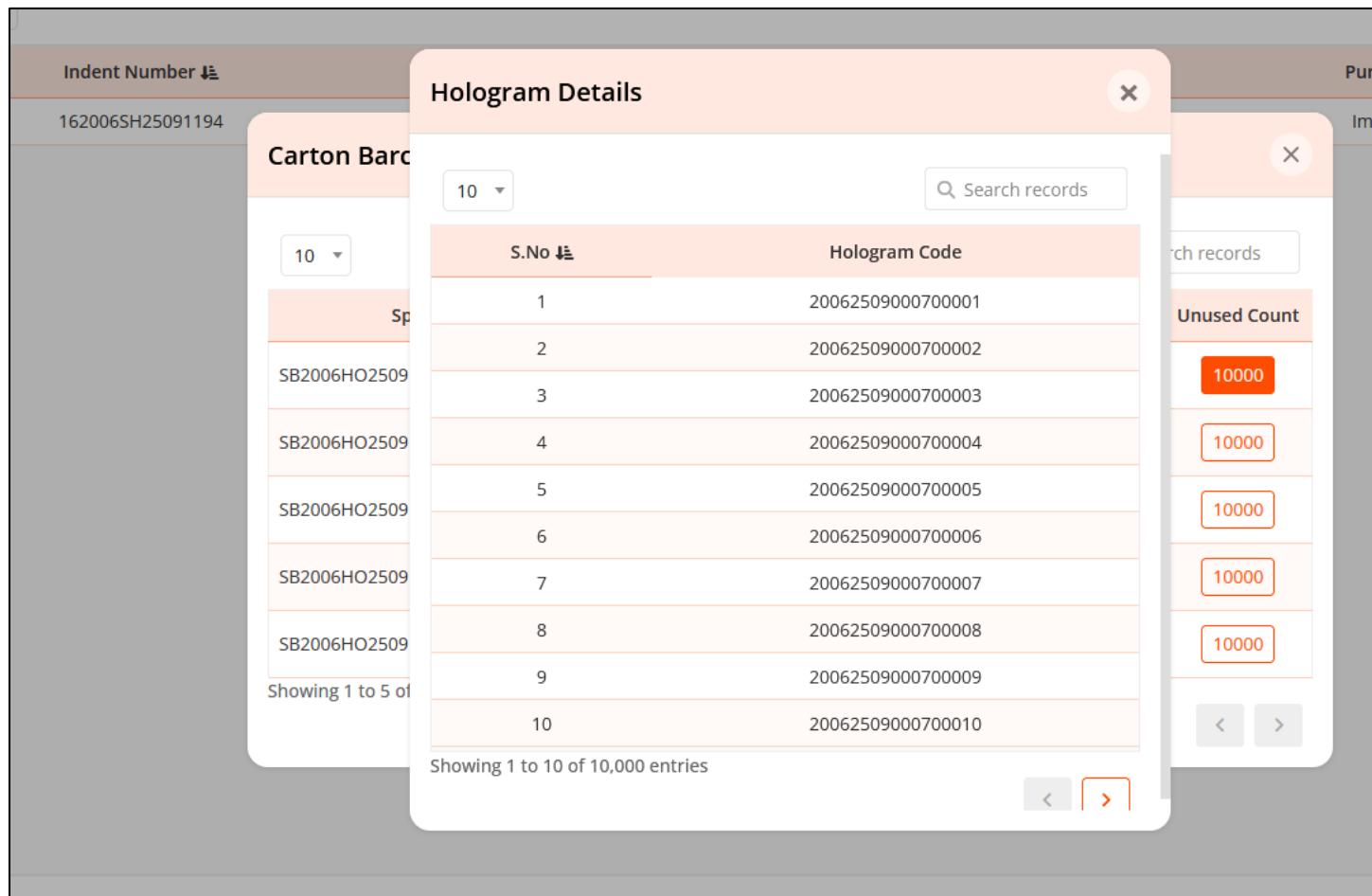
Indent Number	Carton Barcode	Shipped On	Purpose	Received On
162006SH25091194	8902006HO2509178200655000011092582C3	11-Sep-2025	Import	11-Sep-2025

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

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

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.



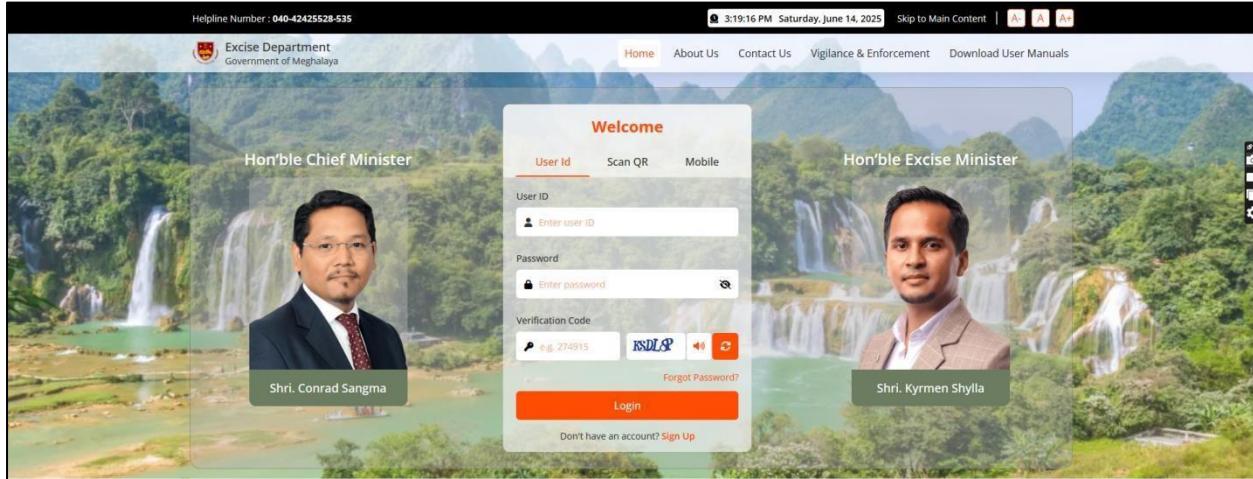
The screenshot shows a modal window titled "Hologram Details" with a search bar and a dropdown for selecting the number of entries to display (set to 10). The main table lists "S.No" and "Hologram Code" for entries 1 through 10. A footer message indicates "Showing 1 to 10 of 10,000 entries". The background shows a list of carton barcodes.

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

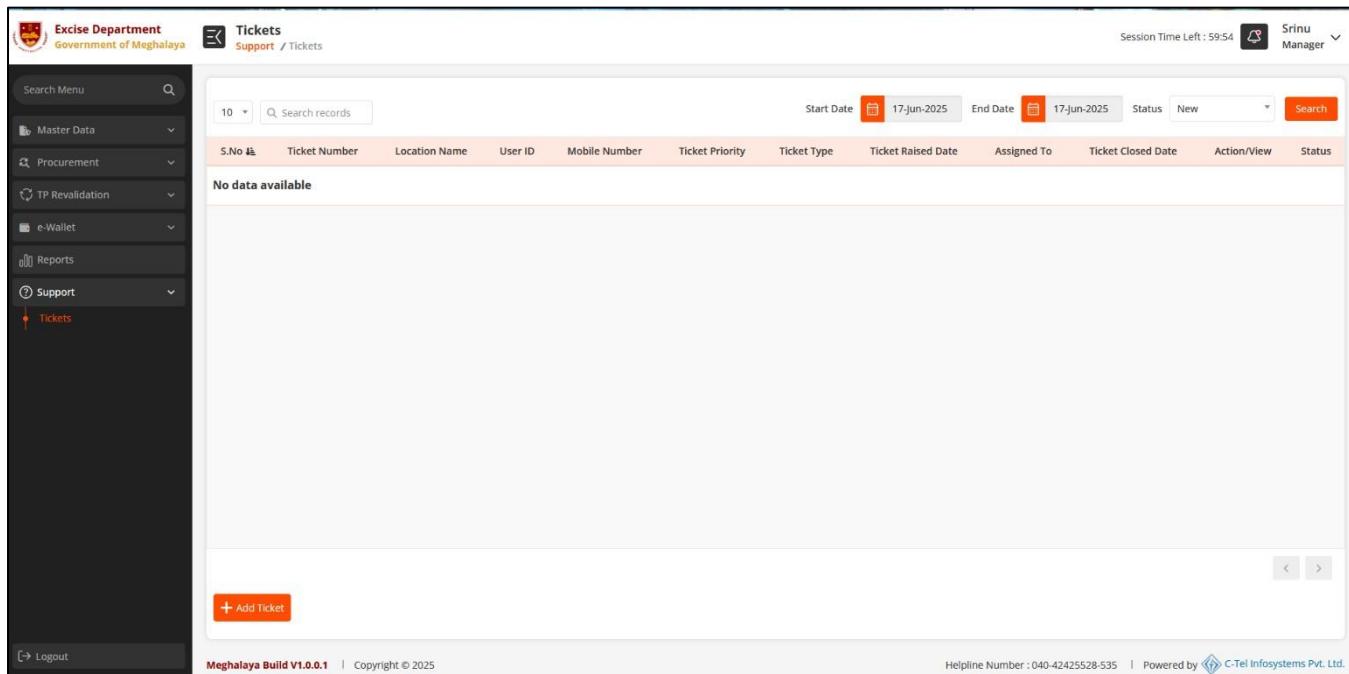
4. Indent raising

- 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.



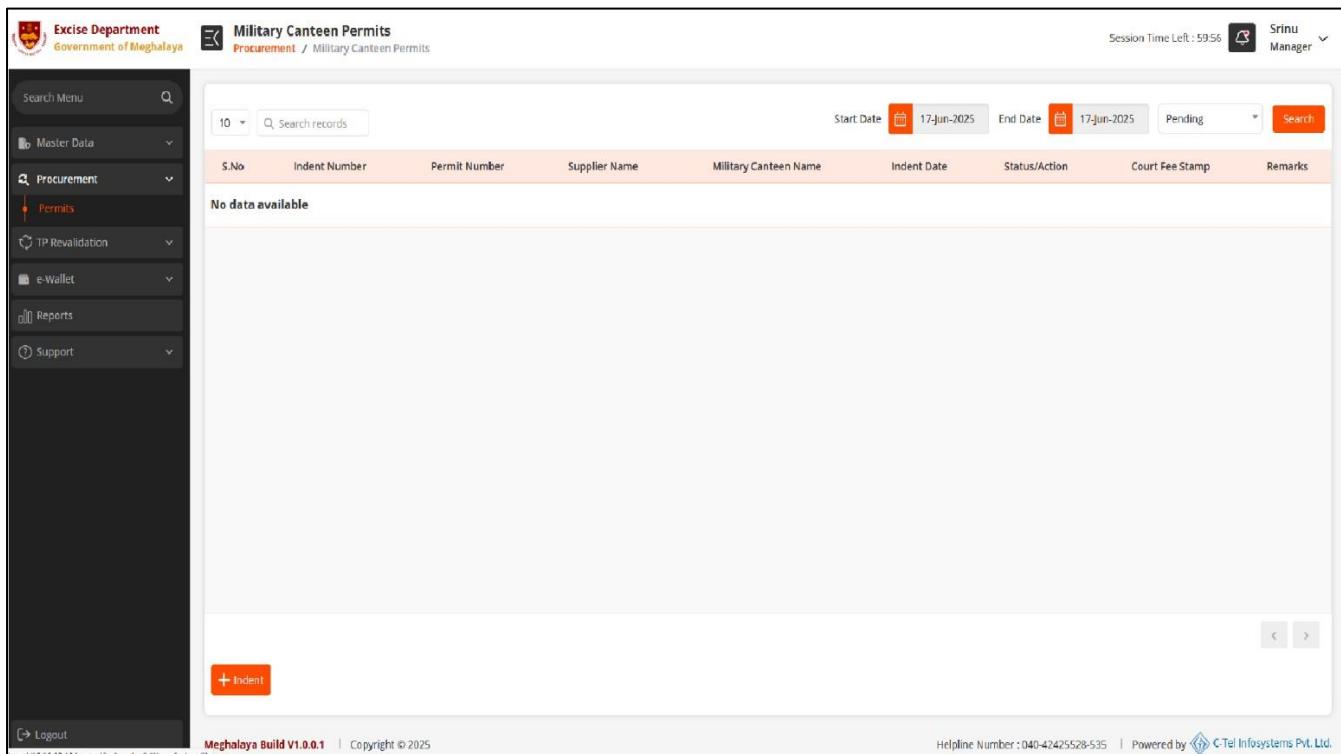
- Upon successful login to the application, the screen will display the following tabs.

Import CSD Control & Regulation User Reference



This screenshot shows the 'Tickets' tab within the 'Support' section of the Excise Department Meghalaya application. The left sidebar includes a search menu and links for Master Data, Procurement, TP Revalidation, e-Wallet, Reports, and Support (with Tickets selected). The main content area displays a table with columns: S.No, Ticket Number, Location Name, User ID, Mobile Number, Ticket Priority, Ticket Type, Ticket Raised Date, Assigned To, Ticket Closed Date, Action/View, and Status. A search bar at the top allows filtering by ticket number and date. A red 'Add Ticket' button is located at the bottom left of the table area. The top right shows session details and a user profile for 'Srinu Manager'. The footer includes copyright information for Meghalaya Build V1.0.0.1 and a helpline number.

- The user clicks on the Procurement tab.



This screenshot shows the 'Permits' tab within the 'Procurement' section of the Excise Department Meghalaya application. The left sidebar includes a search menu and links for Master Data, Procurement (with Permits selected), TP Revalidation, e-Wallet, Reports, and Support. The main content area displays a table with columns: S.No, Indent Number, Permit Number, Supplier Name, Military Canteen Name, Indent Date, Status/Action, Court Fee Stamp, and Remarks. A search bar at the top allows filtering by indent number and date. A red '+ Indent' button is located at the bottom left of the table area. The top right shows session details and a user profile for 'Srinu Manager'. The footer includes copyright information for Meghalaya Build V1.0.0.1 and a helpline number.

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

Import CSD Control & Regulation User Reference

The screenshot shows the 'Excise Department' interface for 'Raise Indent' under 'Procurement / Indent For Supply / Raise Indent'. The left sidebar includes 'Search Menu', 'Master Data', 'Procurement', 'TP Revalidation', 'e-Wallet', 'Offline Challan', 'Reports', and 'Others / Support'. The top right shows a clock at 59:56 and a user 'Srinu Manager'. The main form is titled 'Indent For Supply' and contains fields for 'CSD*', 'Brand Name', 'Size (ml) / UPC', 'Pack Type', 'Quantity (in Cases)', 'Ad Valorem Per Case(Rs.)', 'RLF Per Case(Rs.)', and 'VAT F'. It includes a 'Brand Code' search bar, 'Enter indent quantity' input, and buttons for '+ New Row' and '- Remove Row'. A 'Remarks*' text area with placeholder 'Please provide remarks' and 'Cancel/Save' buttons are also present. The footer includes a 'Logout' link and copyright information: 'Helpline: 7331118981 - 85 | Meghalaya Build V1.0.0.2' and '© 2025 Designed & Developed by C-Tel Infosystems Pvt. Ltd.'

- 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 Revaluation

e-Wallet

Offline Challan

Reports

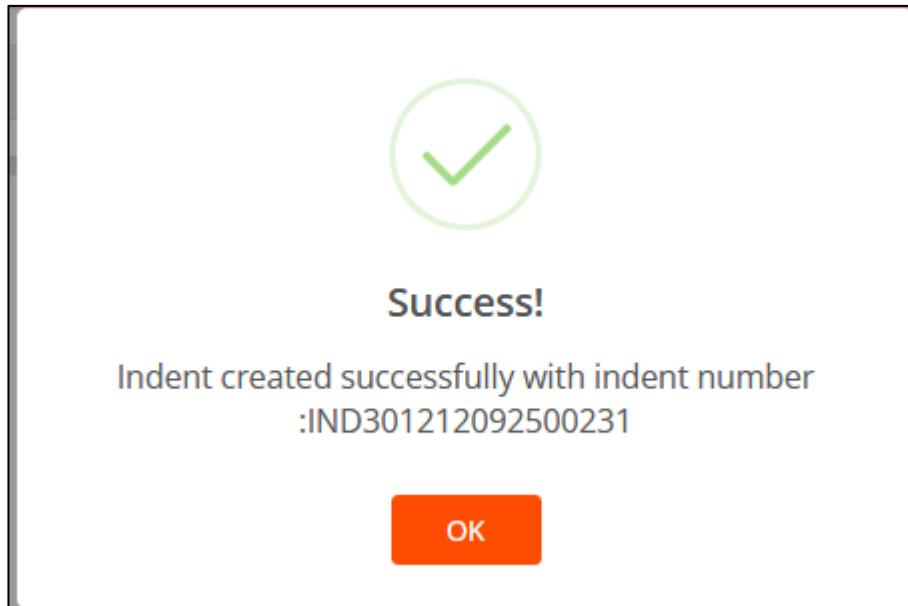
Others / Support

Logout

Helpline: 7331118981 - 85 | Meghalaya Build V1.0.0.2

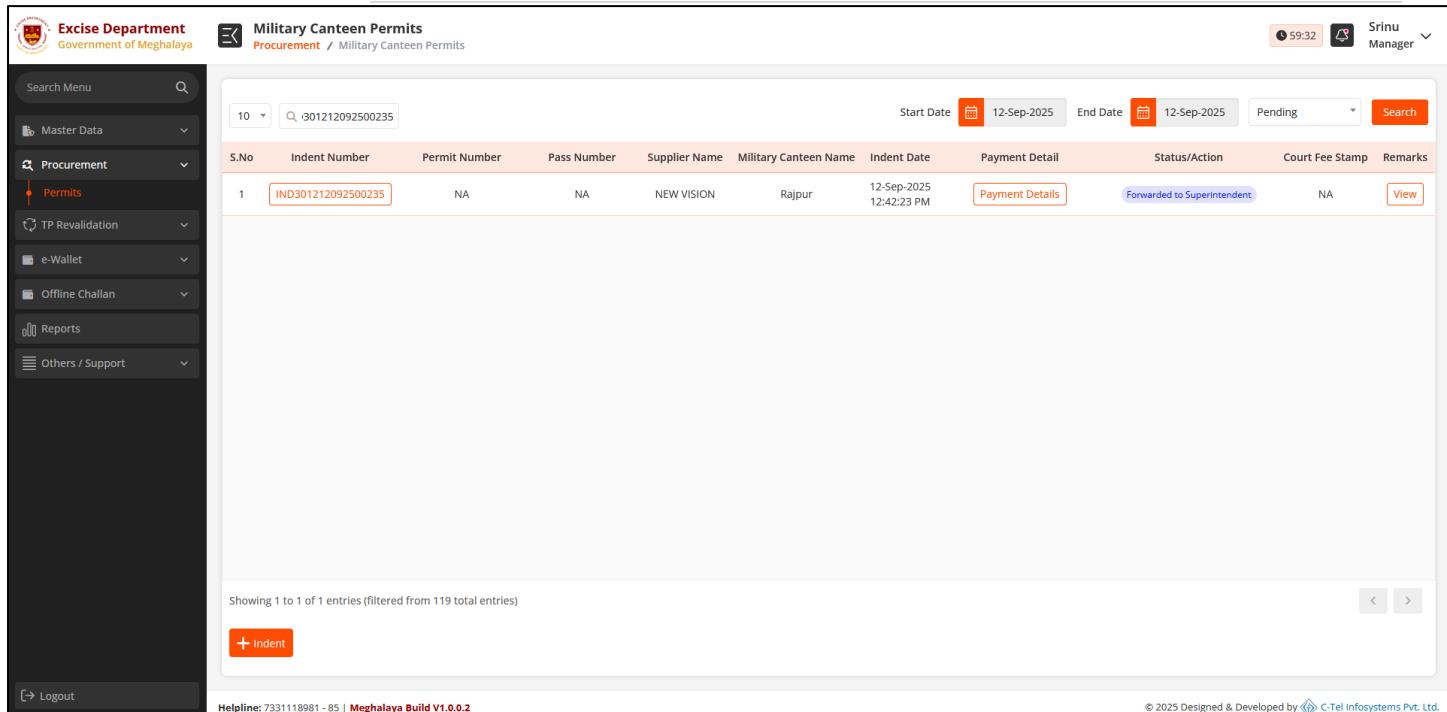
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- After filling in all the mandatory fields, click the 'Save' button.
- If the user clicks the 'Cancel' button, they will be directed to the Indenting page without saving the details.
- After click on Save button.
- If the indent is saved successfully, 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 shows the 'Military Canteen Permits Procurement' page. The left sidebar has a 'Permits' section selected. The main table shows one record:

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

At the bottom, there is a 'Logout' button and a footer note: 'Helpline: 7331118981 - 85 | Meghalaya Build V1.0.0.2' and '© 2025 Designed & Developed by C-Tel Infosystems Pvt. Ltd.'

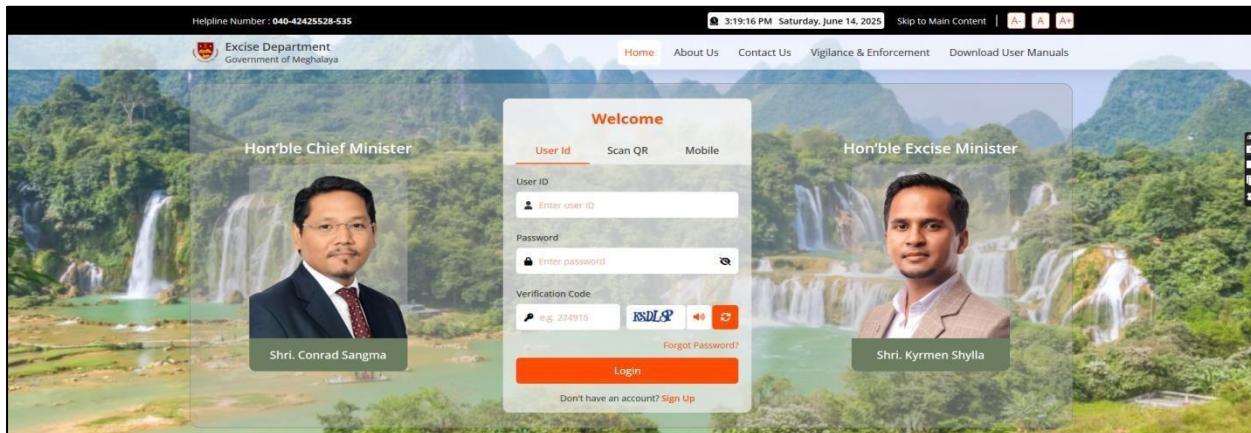
- After Superintendent issue the permit status is showing permit issued as show in below.

Import CSD Control & Regulation User Reference

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

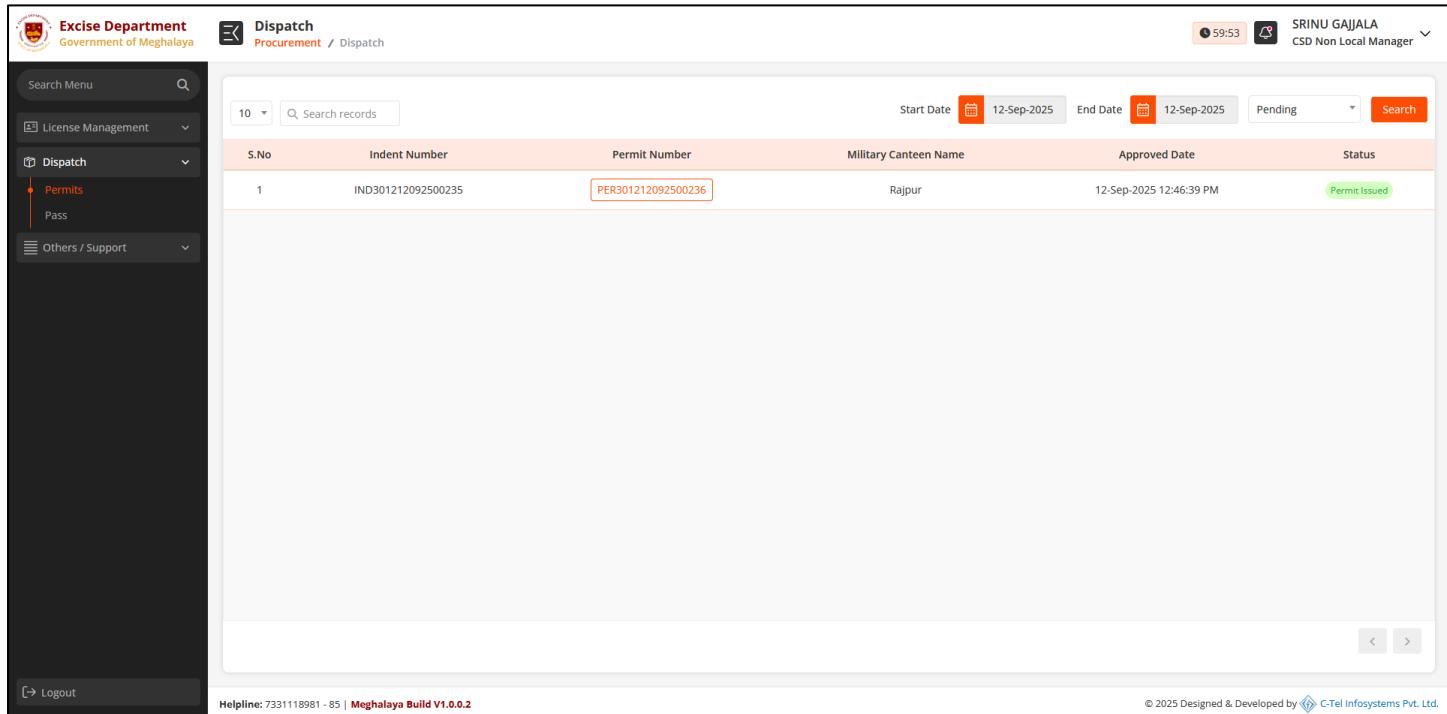
5. Pass issued

- 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.



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

- 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

SRINU GAJJALA
CSD Non Local Manager

59:58

Search Menu

License Management

Dispatch

Permits

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

No data available

Showing 0 to 0 of 0 entries

+ Shipment

Logout

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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*	<input type="button" value="Select Import Permit"/>	Destination Location	<input type="text"/>
Source Location	<input type="text"/>	Route *	<input type="text"/>
Validity period of the permit	<input type="text"/>	Vehicle Number*	<input type="text"/>
Vehicle Capacity	<input type="text"/>	Transporter*	<input type="text"/>
LR Number*	<input type="text"/>	Lr Date*	<input type="text" value="11-Sep-2025"/>

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

- 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*

Source Location

Route *

LR Number*

Transporter*

Validity period of the permit

Destination Location

Vehicle Number*

LR Date*

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

X Cancel
✓ Save

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

Shipment

Permit Number*

Source Location

Route *

LR Number*

Transporter*

Validity period of the permit

Destination Location

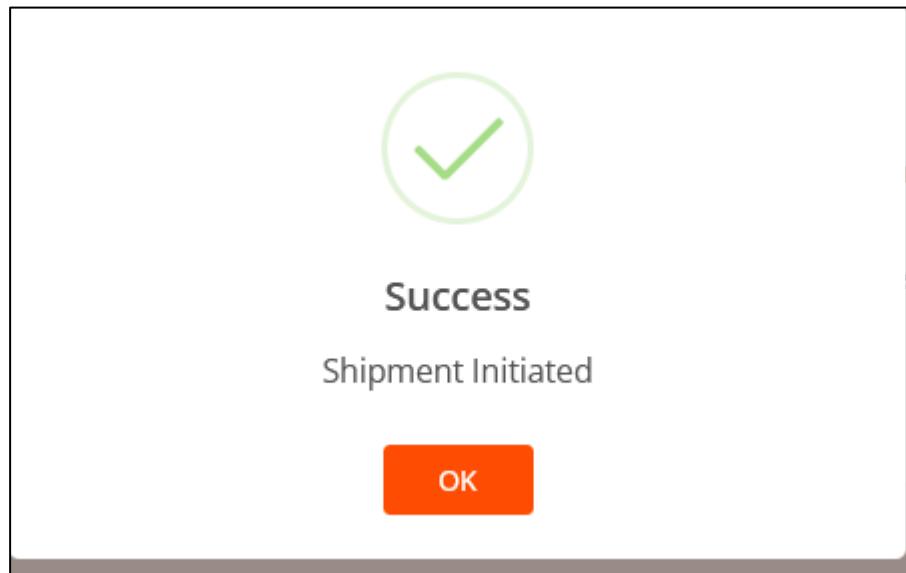
Vehicle Number*

LR Date*

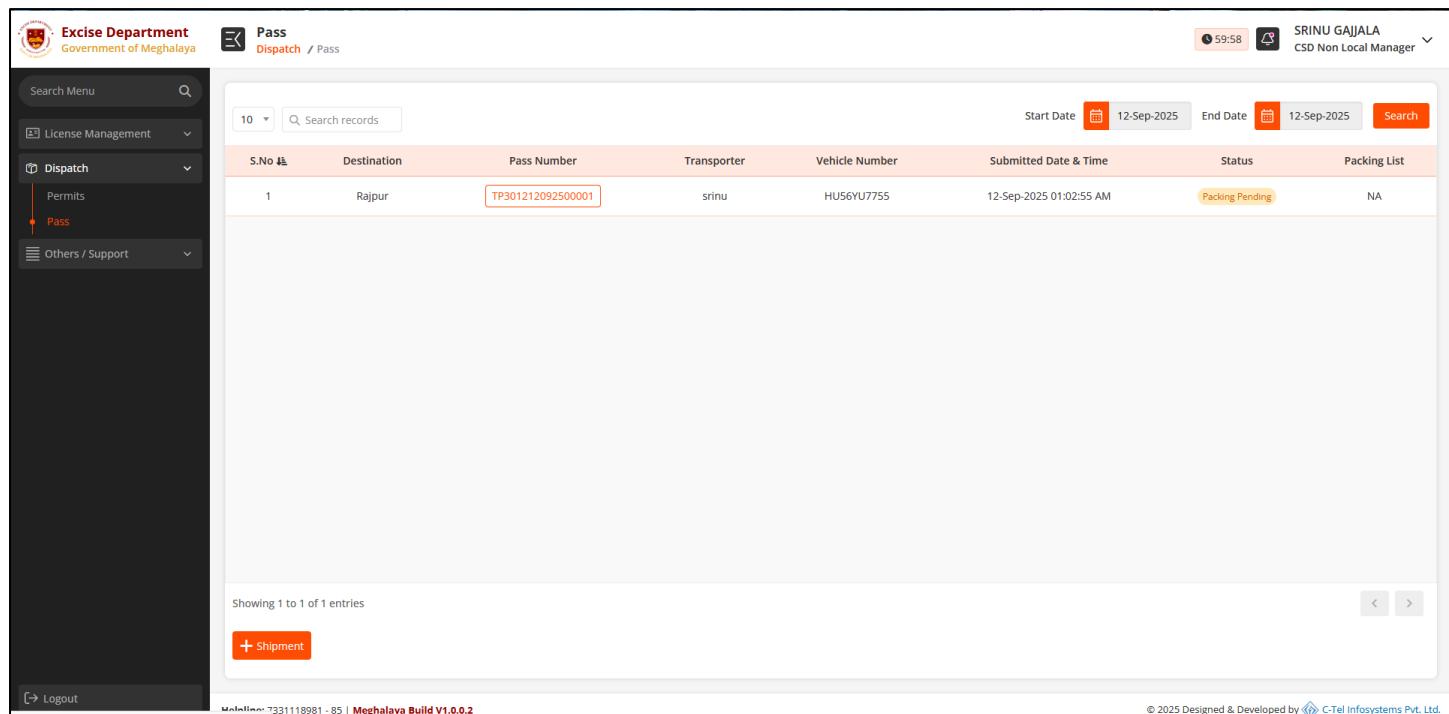
Product Code	Product Name	Size(ml UPC)	Pack Type	Approved Quantity (Cases)
0024	MC. DOWELL'S NO.1 RESER	750.00 12	Barrel	2

X 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.



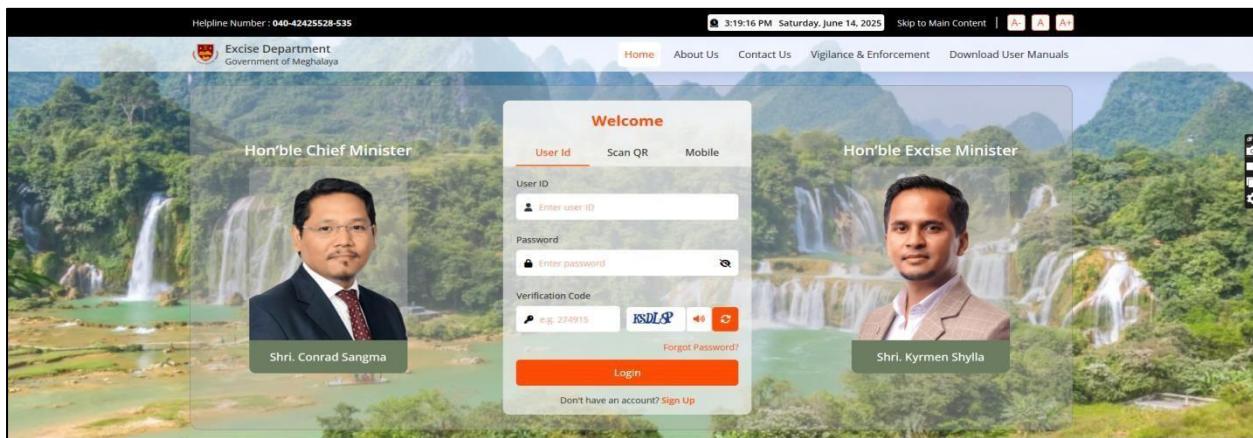
S.No	Destination	Pass Number	Transporter	Vehicle Number	Submitted Date & Time	Status	Packing List
1	Rajpur	TP301212092500001	srinu	HU56YU7755	12-Sep-2025 01:02:55 AM	Packing Pending	NA

Import CSD Control & Regulation User Reference

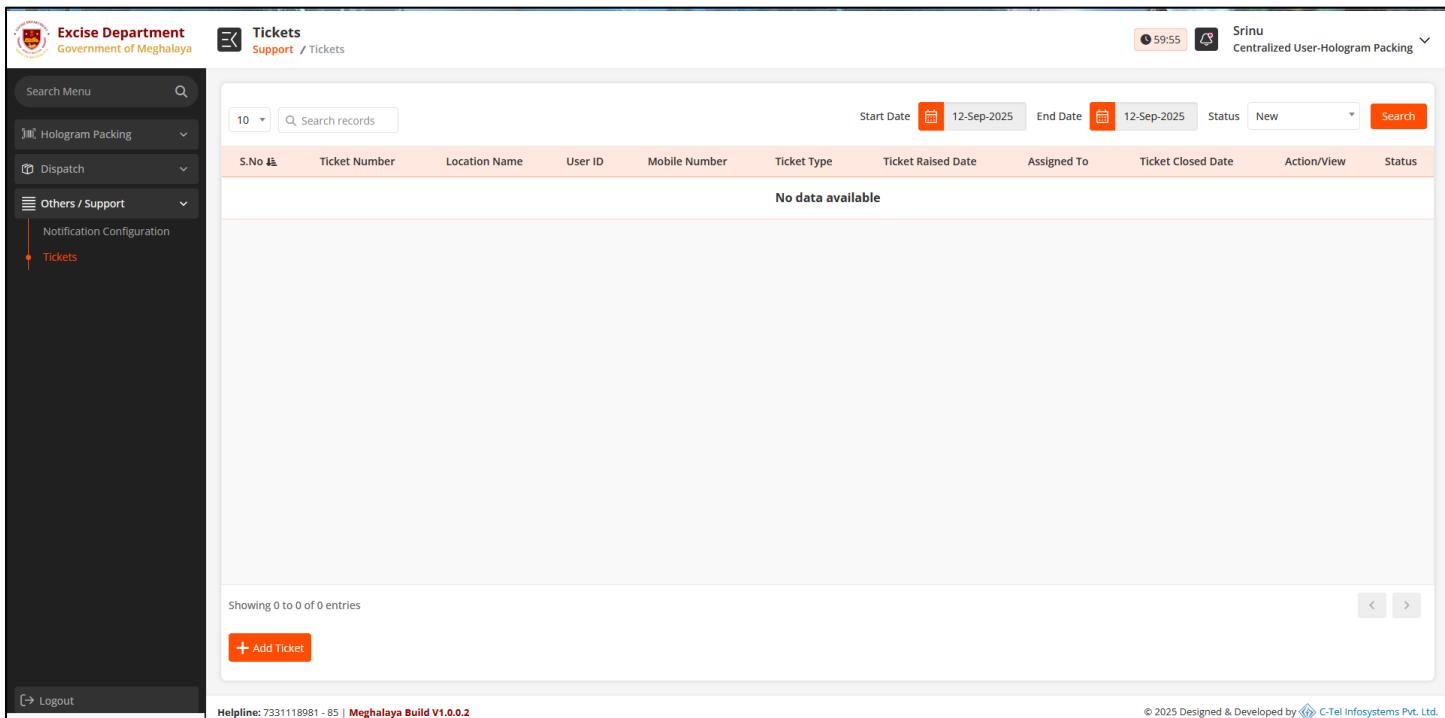
- The pass number is generated, and the status is displayed as 'Packing Pending', as shown above screen.

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.

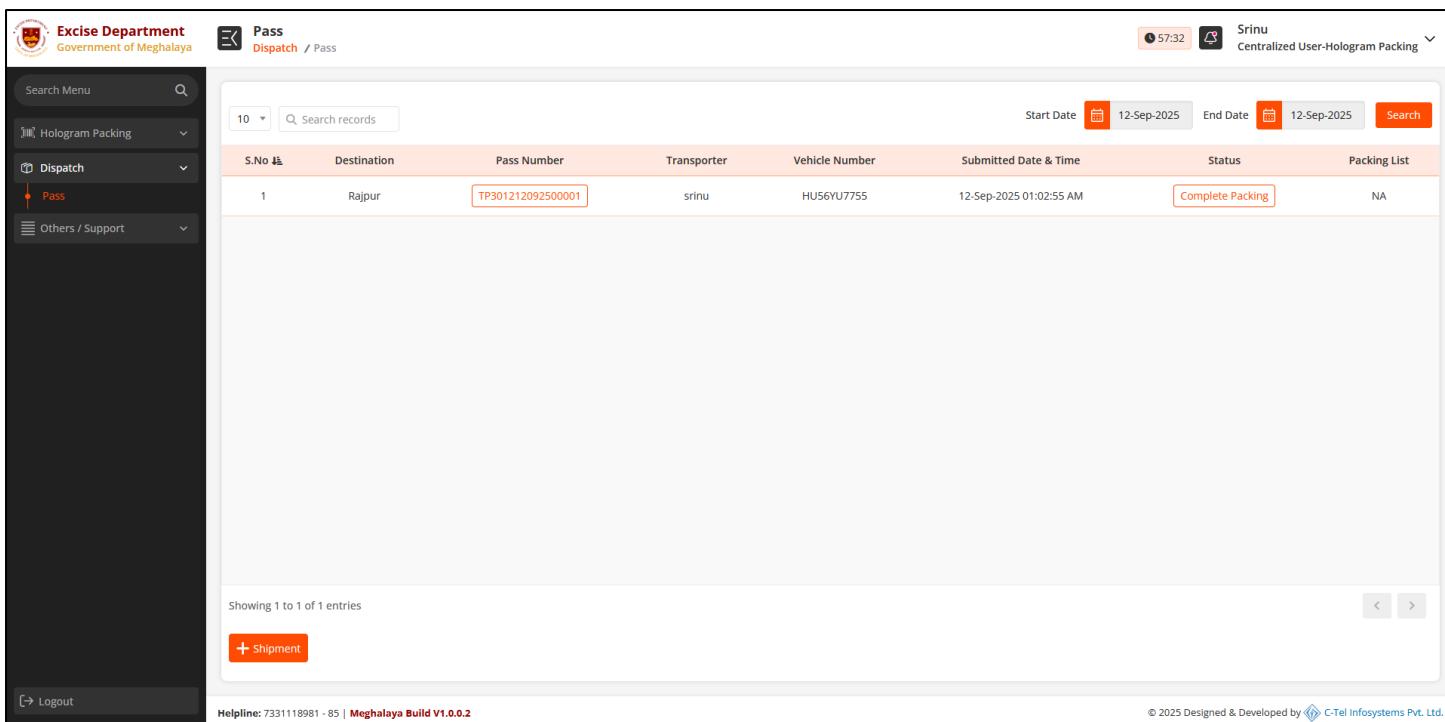


Import CSD Control & Regulation User Reference



This screenshot shows the 'Tickets' module of the system. The left sidebar has a 'Tickets' option under 'Others / Support'. The main area shows a table with columns: S.No, Ticket Number, Location Name, User ID, Mobile Number, Ticket Type, Ticket Raised Date, Assigned To, Ticket Closed Date, Action/View, and Status. A message 'No data available' is displayed. At the bottom, there is a button '+ Add Ticket'.

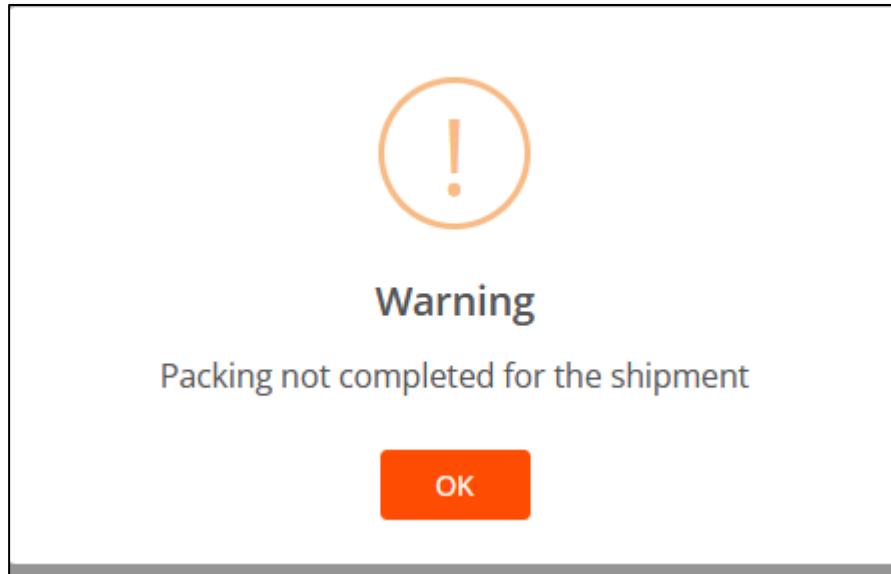
- Then user need to select “Dispatch” tab. After selecting the “Dispatch” tab user can able to view the below screen. All military pass numbers are showing with complete packing tab.



This screenshot shows the 'Pass' module. The left sidebar has a 'Pass' option under 'Others / Support'. The main area shows a table with columns: S.No, Destination, Pass Number, Transporter, Vehicle Number, Submitted Date & Time, Status, and Packing List. One entry is listed: Destination: Rajpur, Pass Number: TP301212092500001, Transporter: srinu, Vehicle Number: HU56YU7755, Submitted Date & Time: 12-Sep-2025 01:02:55 AM, Status: Complete Packing, and Packing List: NA. At the bottom, there is a button '+ Shipment'.

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



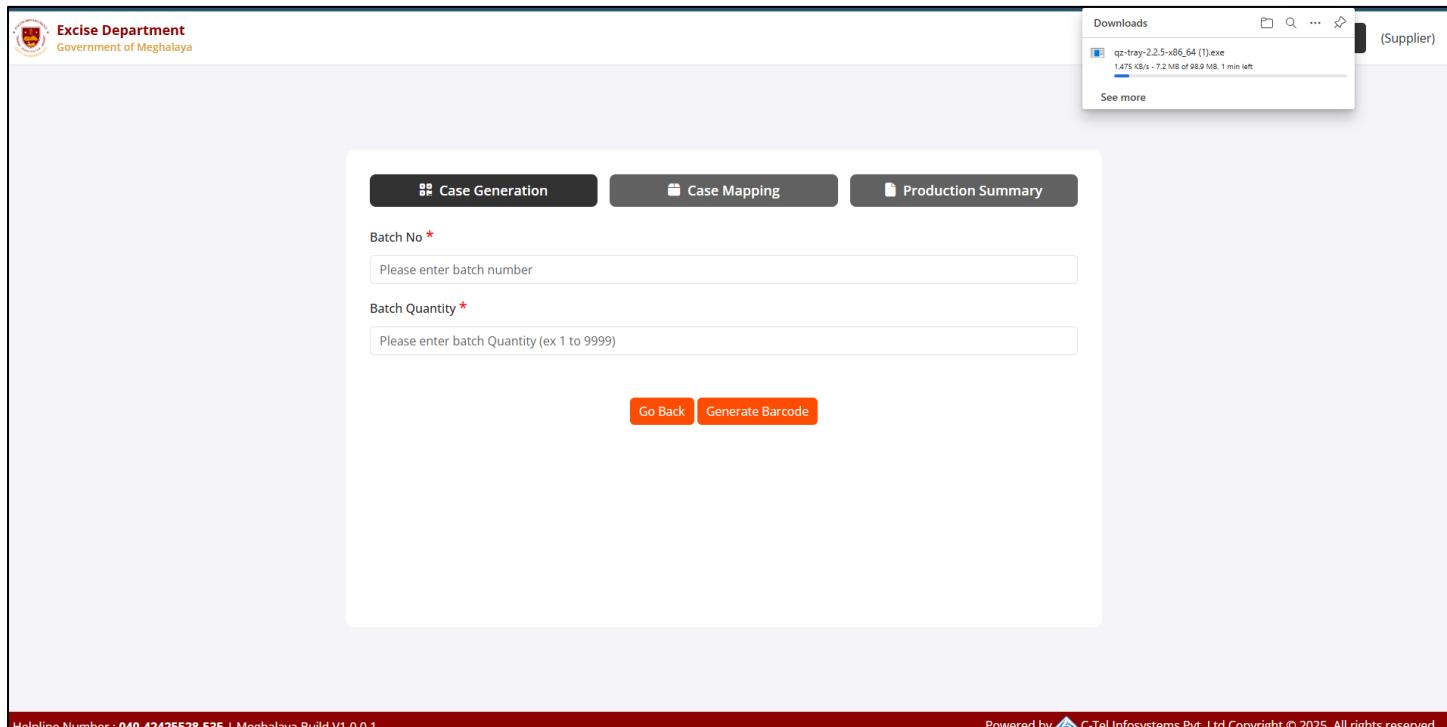
- Next, the user needs to click on the 'Hologram Packing' tab, and the page will navigate to the Packing page, as shown below.
- **Note:** - In the user's system: Before starting production, the user needs to install and run the related printer services.

Import CSD Control & Regulation User Reference

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

Import CSD Control & Regulation User Reference

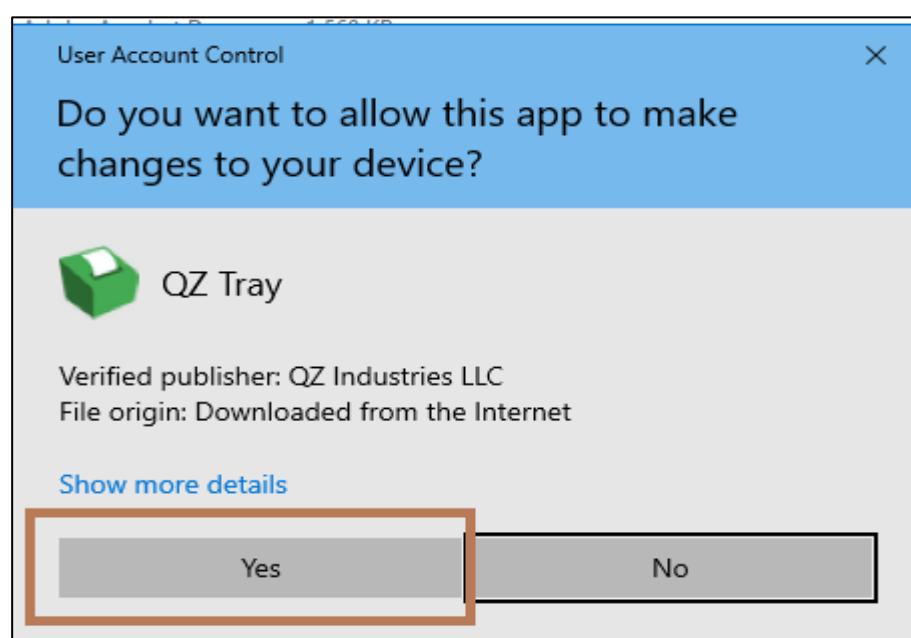
- After click on Download QZ Tray, as shown below.



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

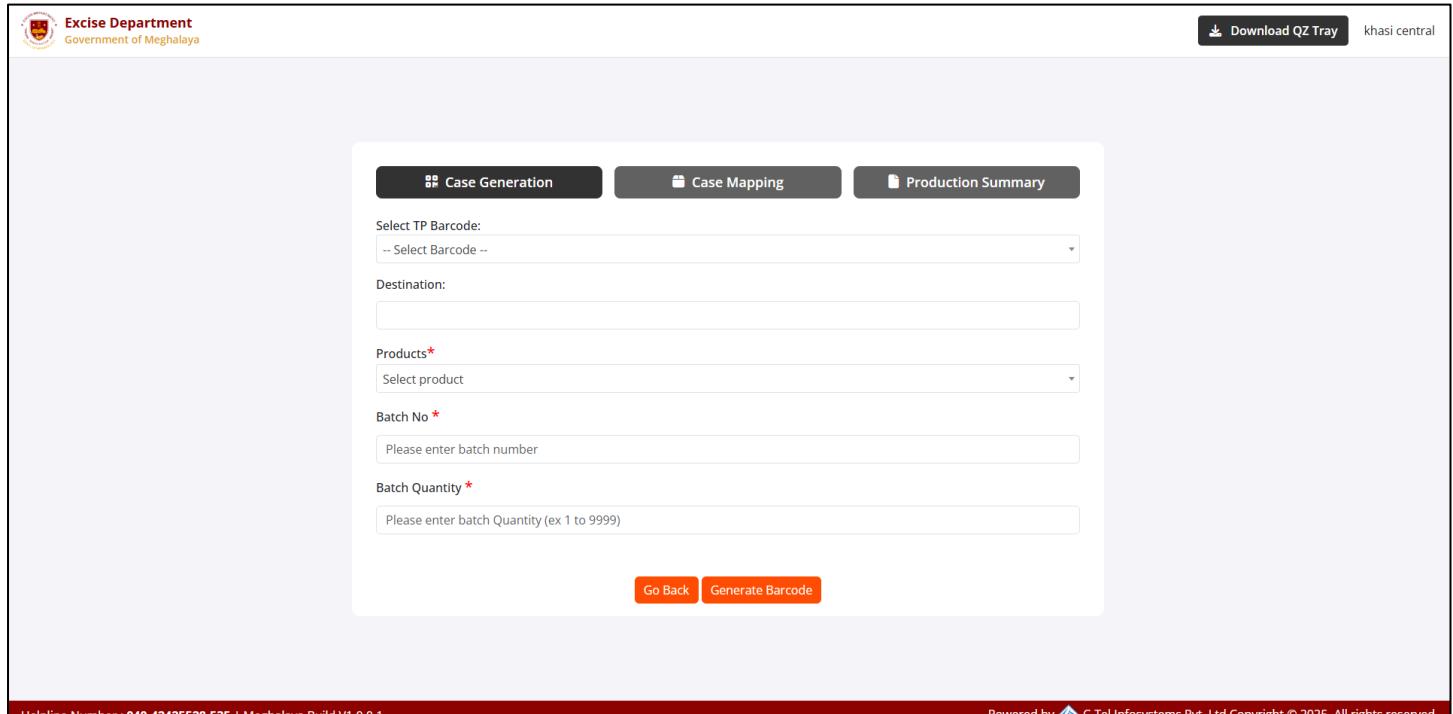
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- After installing the software, the user needs to grant all necessary permissions.



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 Tray khasi central

Case Generation Case Mapping Production Summary

Select TP Barcode:
-- Select Barcode --

Destination:

Products*
Select product

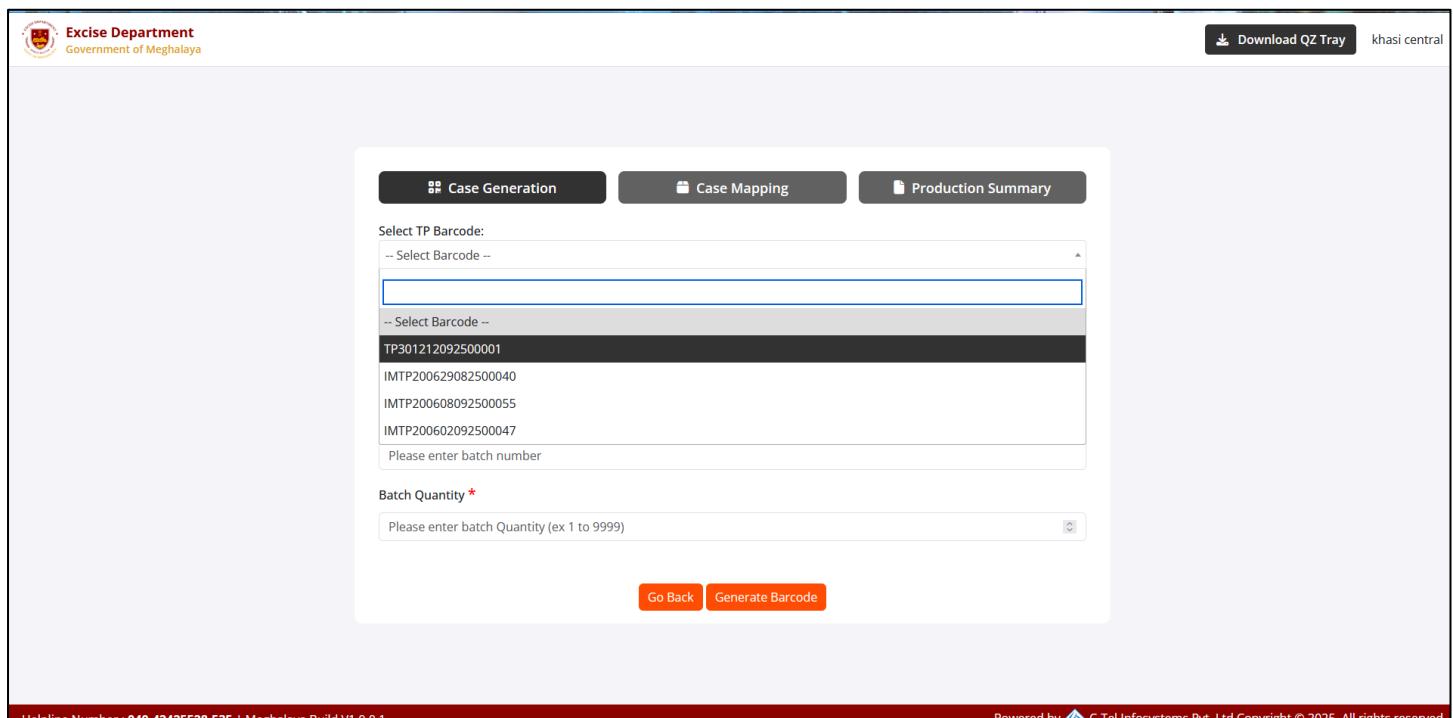
Batch No *
Please enter batch number

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

Go Back Generate Barcode

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

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Excise Department
Government of Meghalaya

Download QZ Tray khasi central

Case Generation Case Mapping Production Summary

Select TP Barcode:
-- Select Barcode --

TP301212092500001

IMTP200629082500040

IMTP200608092500055

IMTP200602092500047

Please enter batch number

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

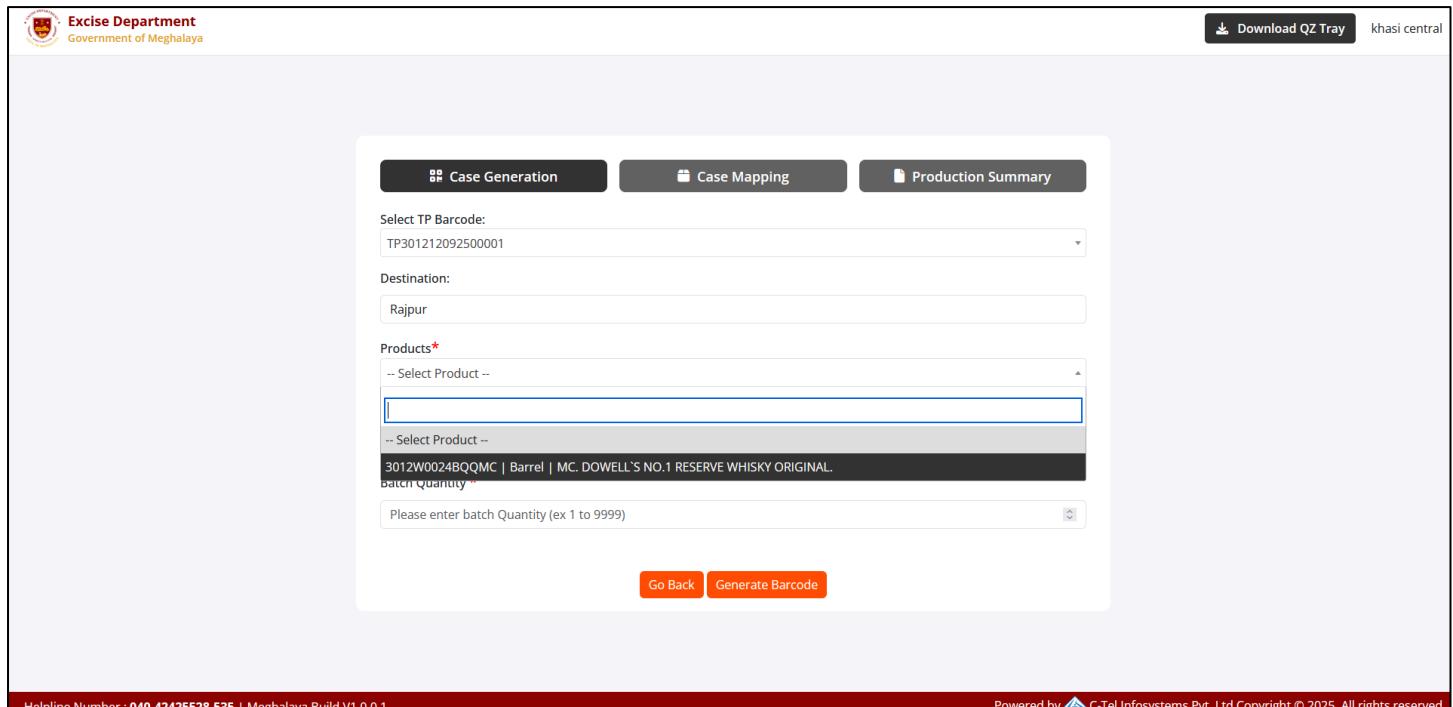
Go Back Generate Barcode

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

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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.



Excise Department
Government of Meghalaya

Download QZ Tray

khasi central

Case Generation

Case Mapping

Production Summary

Select TP Barcode:
TP301212092500001

Destination:
Rajpur

Products*

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

Please enter batch Quantity (ex 1 to 9999)

Go Back

Generate Barcode

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

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- 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.

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Excise Department
Government of Meghalaya

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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.
batchno01

Batch Quantity*
5

Go Back

Generate 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'.

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Case Generation Case Mapping Production Summary

Select TP Barcode: TP301212092500001

Destination: Rajpur

Products*: 3012W0024BQQMC I

Batch No *: TU01

Batch Quantity *: 2

Printer Setup

Action Required

An anonymous request wants to access connected printers
Untrusted website

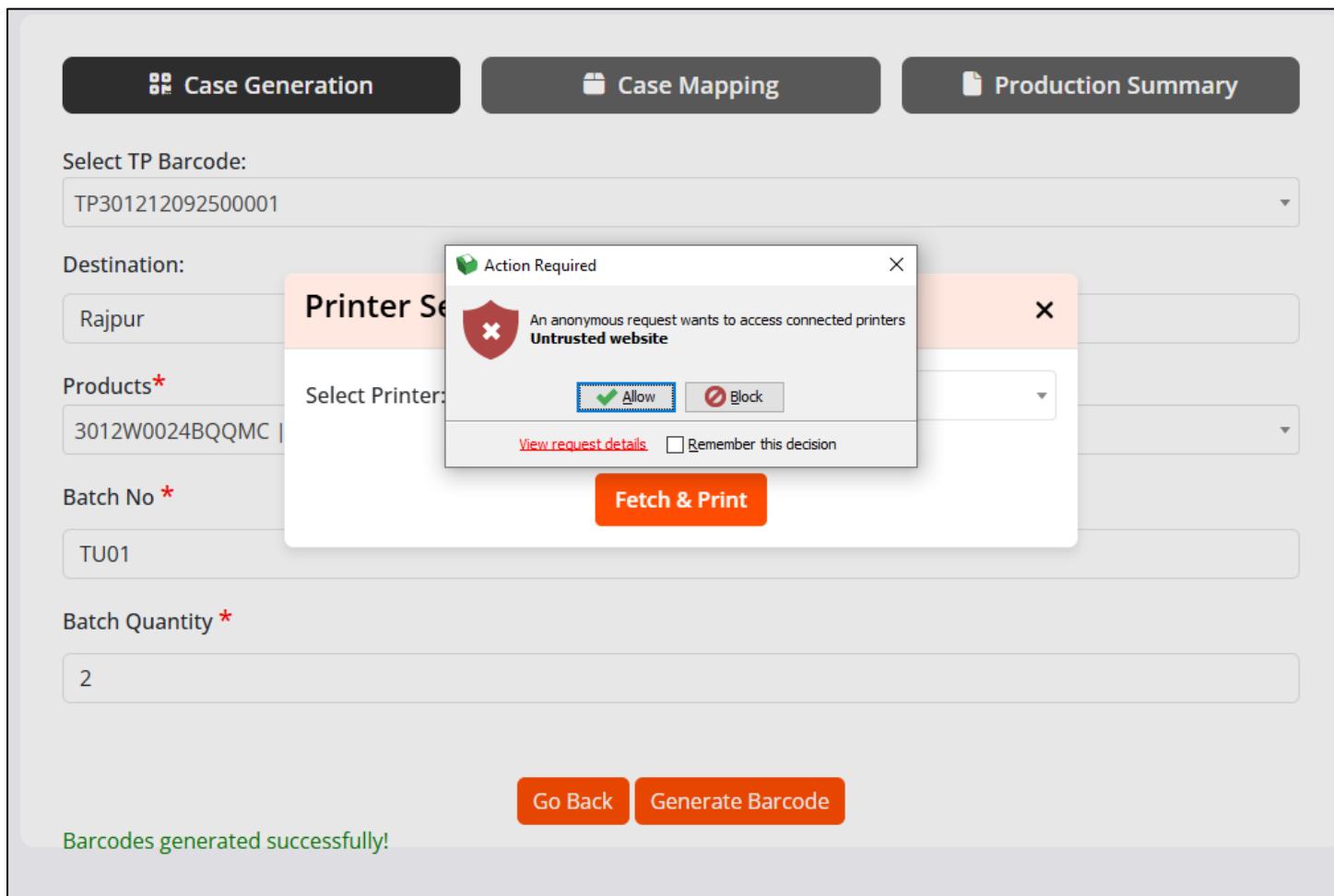
Allow Block

View request details Remember this decision

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 I

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

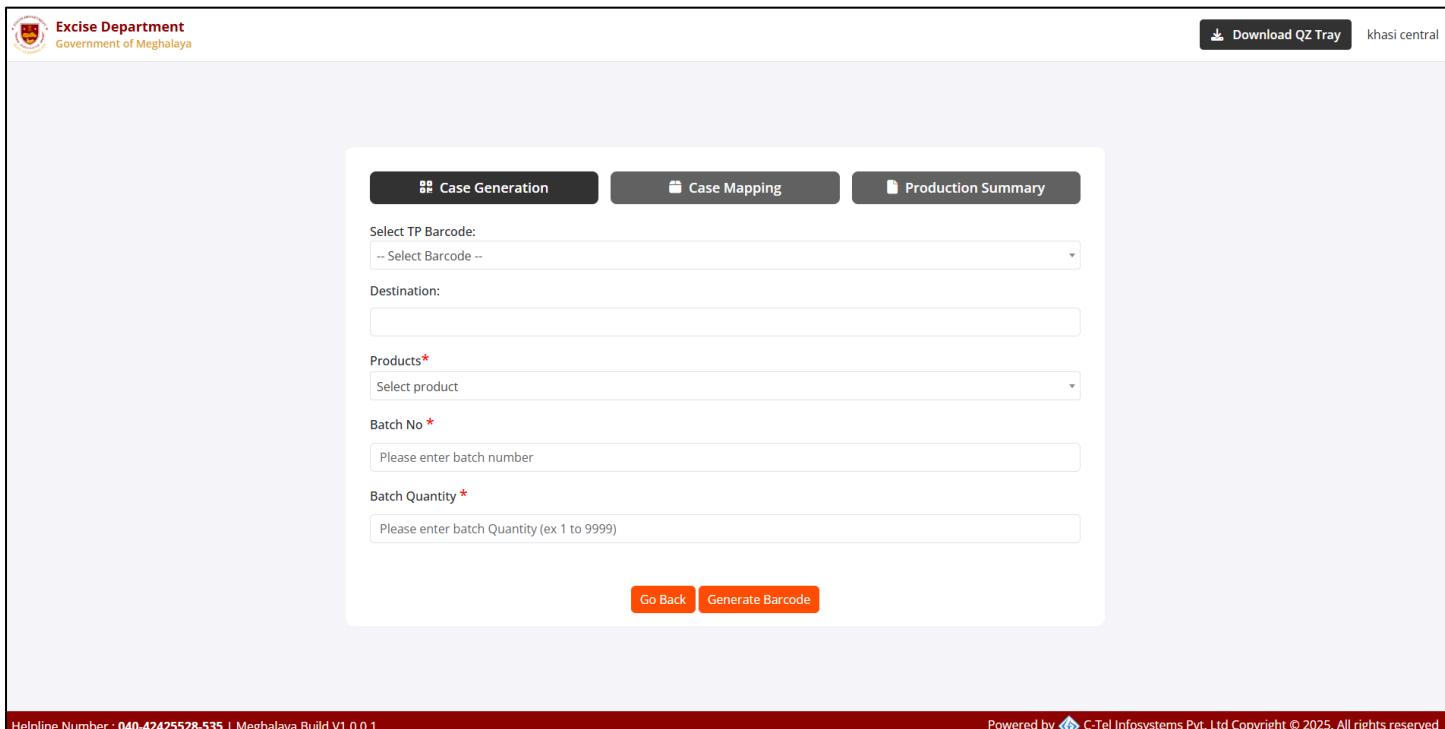
Fetch & Print

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.

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Excise Department
Government of Meghalaya

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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

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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.

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Excise Department
Government of Meghalaya

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SR BUSINESS NAME

Case Generation Case Mapping Production Summary

Scan Case Barcode:

8903012W0024BQQMCBTU0112092025

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

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Case Generation Case Mapping Production Summary

Scan Case Barcode:

8903012W0024BQQMCBTU0112092025

Scan Hologram Barcode:

Case accepted. Expecting 12 holograms.

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- 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: 8903012W0024BQQMCBTU0112092025

Scan Hologram Barcode:

30242509000750003

Hologram scanned successfully! (1/12)

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Excise Department
Government of Meghalaya

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Case Generation Case Mapping Production Summary

Scan Case Barcode: 8903012W0024BQQMCBTU0112092025

Scan Hologram Barcode:

30242509000750003 30242509000750001 30242509000750002 30242509000750005 30242509000750006

30242509000750007 30242509000750008 30242509000750009 30242509000750010 30242509000750012

30242509000750011

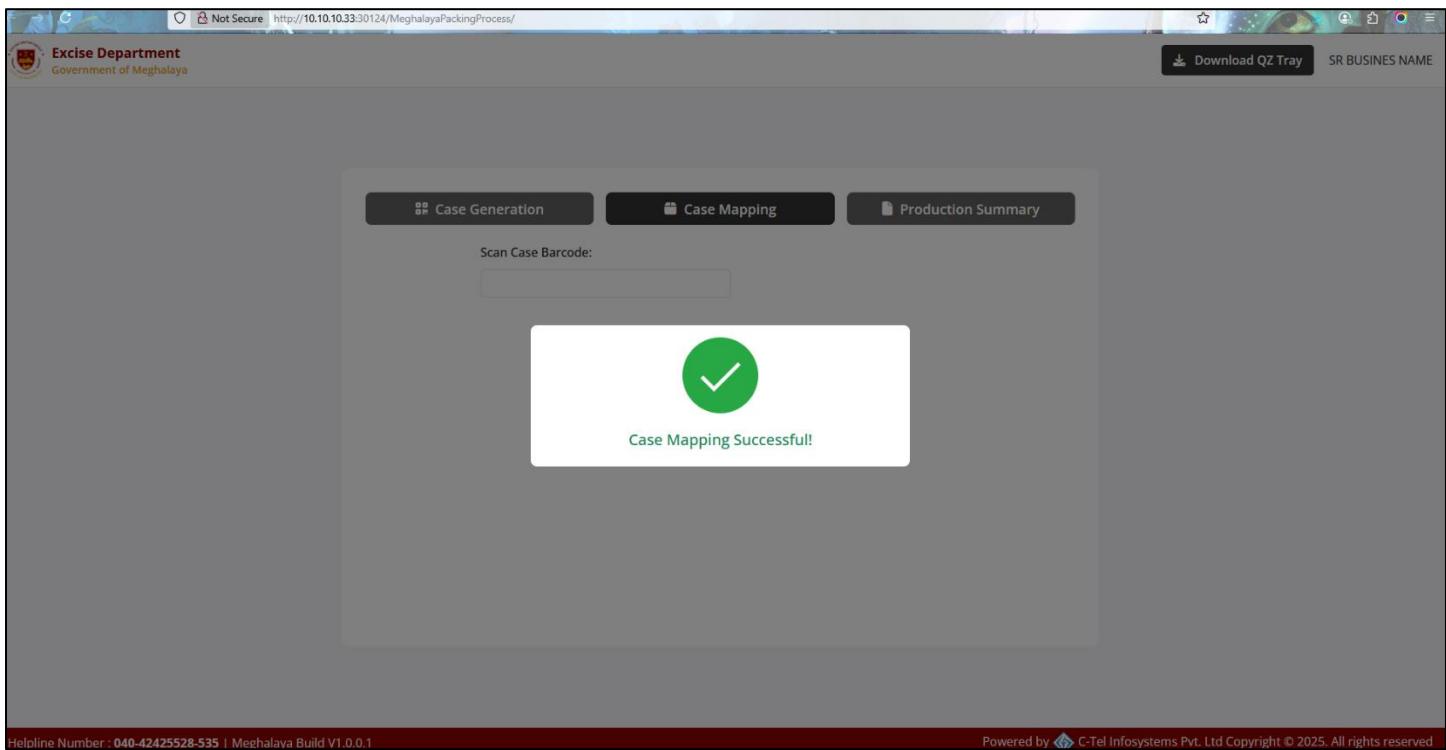
Hologram scanned successfully! (11/12)

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

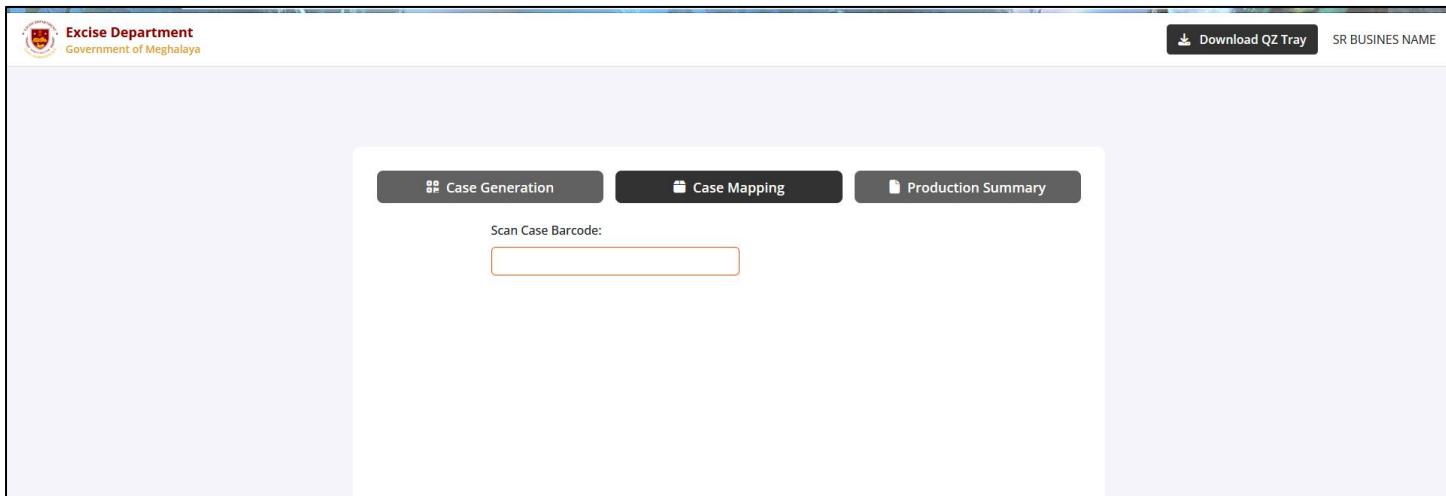
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- After scanning all 12 holograms, the application displays a success pop-up message, such as 'Case Mapping Successful!'

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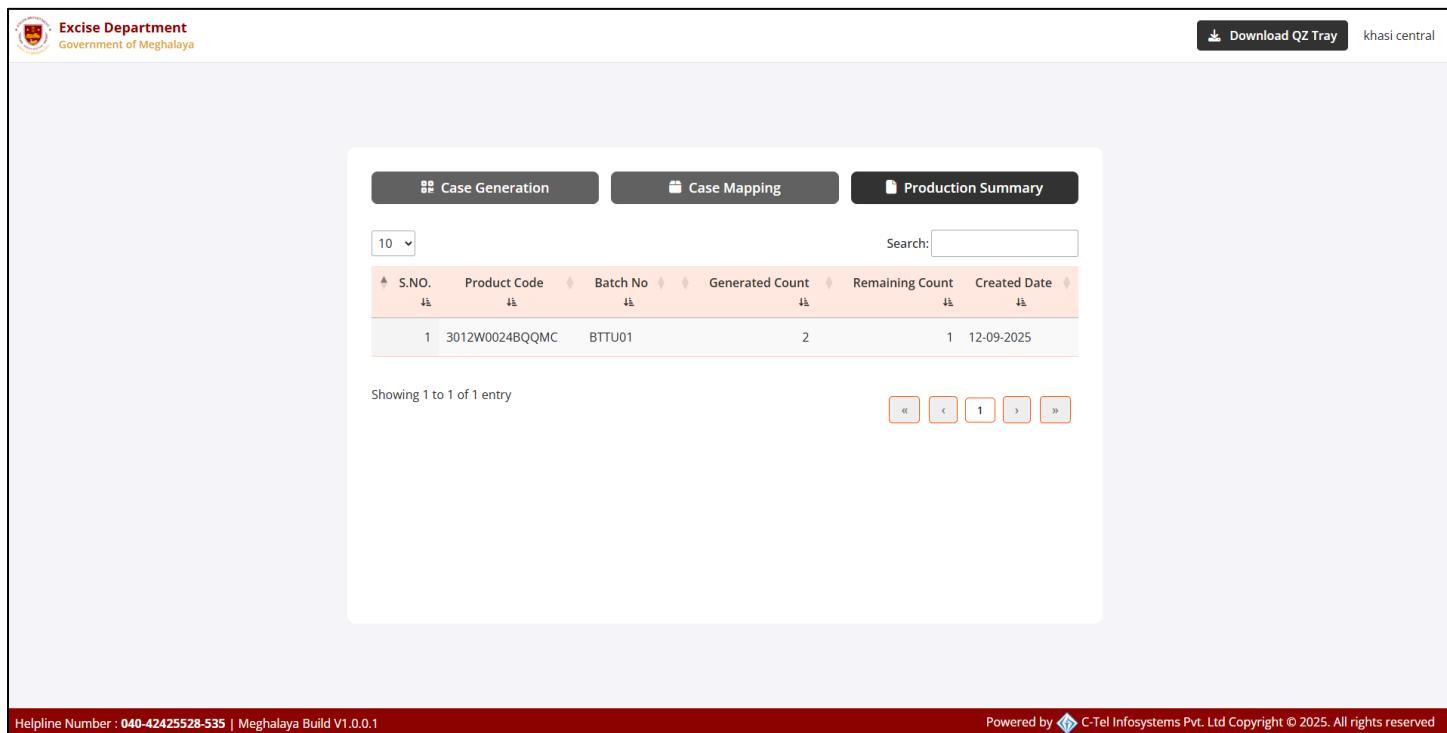


- After case generation, the page is displaying an empty Case Barcode page. the screen is displayed as shown below. Then user scan another case barcode.



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

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The screenshot shows a software interface for the Excise Department of Meghalaya. At the top, there is a logo for the Excise Department, Government of Meghalaya, and links for 'Download QZ Tray' and 'khasi central'. The main area features three tabs: 'Case Generation', 'Case Mapping', and 'Production Summary'. The 'Production Summary' tab is active, displaying a table with the following data:

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

Below the table, it says 'Showing 1 to 1 of 1 entry' and there are navigation buttons («, <, 1, >, »). At the bottom of the interface, there is a red footer bar with the text 'Helpline Number : 040-42425528-535 | Meghalaya Build V1.0.0.1' and 'Powered by C-Tel Infosystems Pvt. Ltd Copyright © 2025. All rights reserved'.

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

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Case Generation Case Mapping Production Summary

10 ▾ Search:

S.NO.	Product Code	Batch No	Generated Count	Remaining Count	Created Date

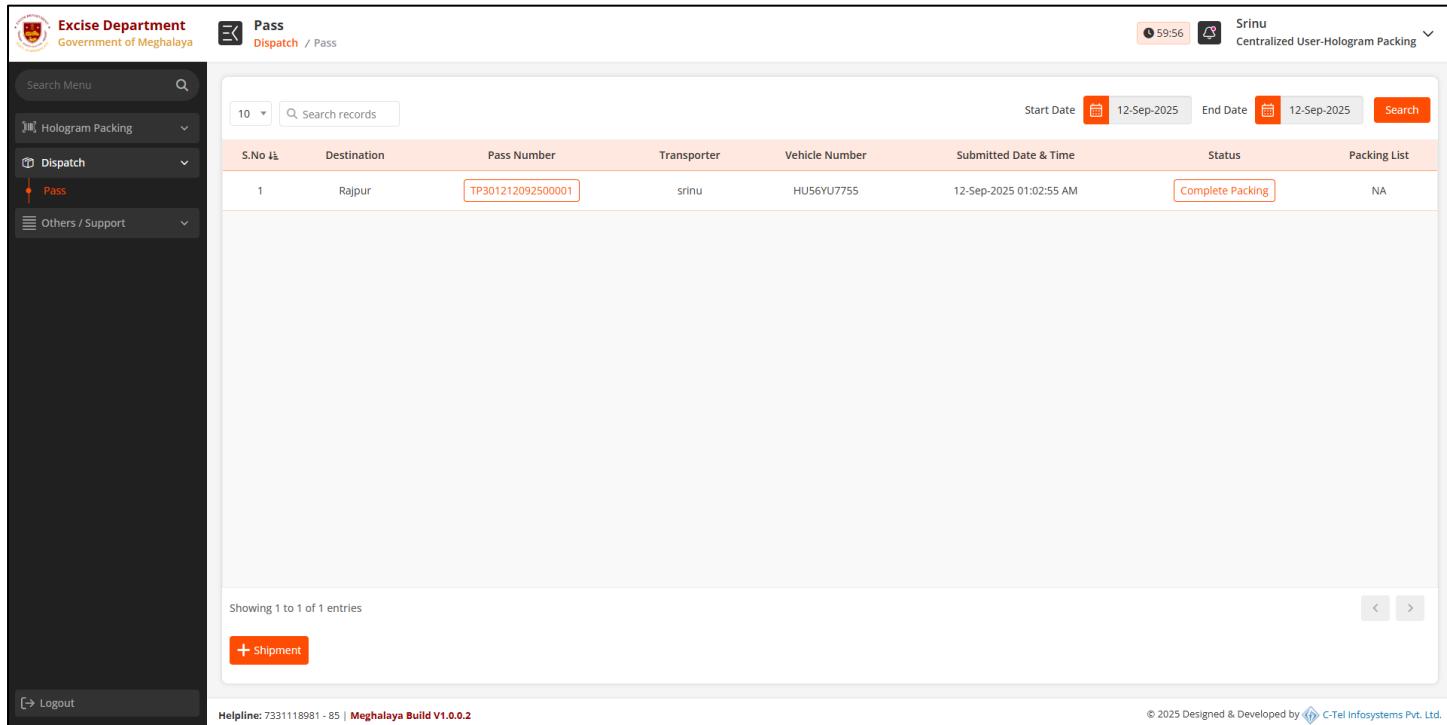
No data available in table

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 10 Start Date 12-Sep-2025 End Date 12-Sep-2025

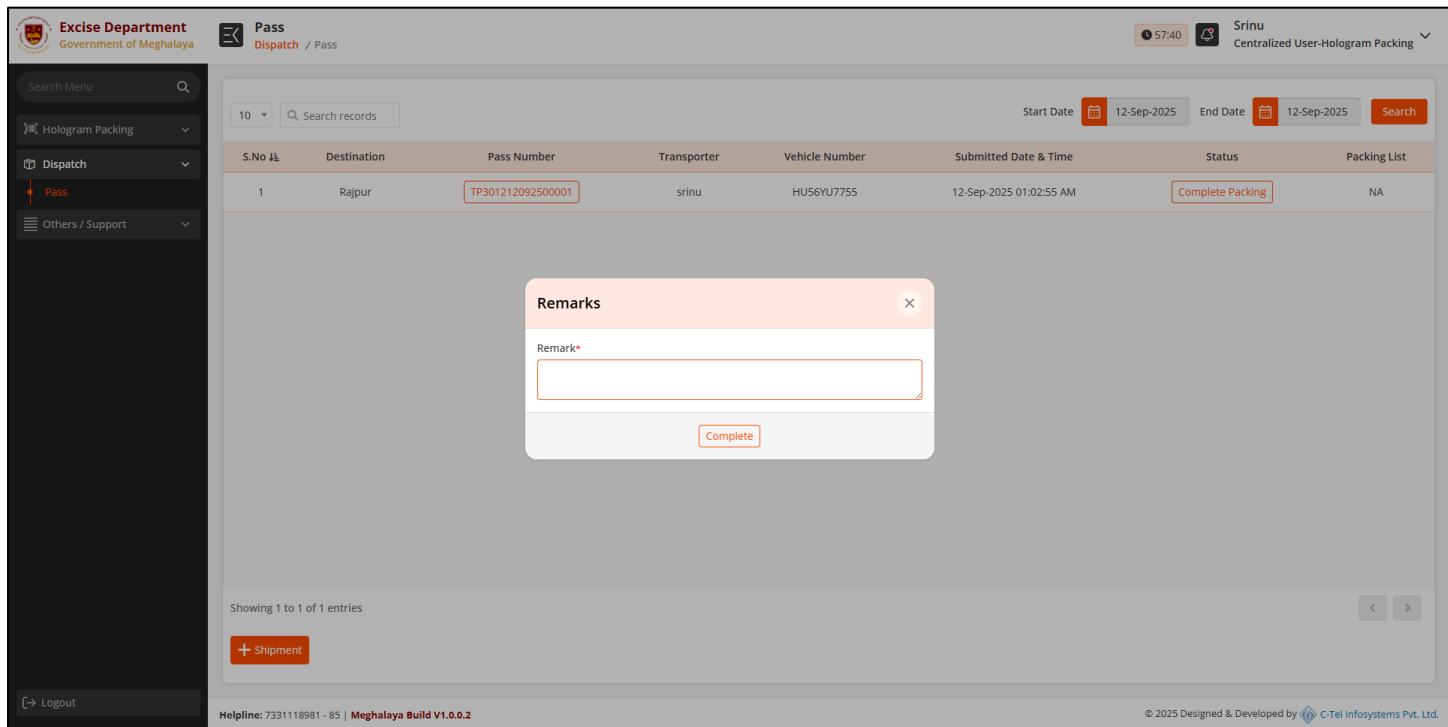
S.No	Destination	Pass Number	Transporter	Vehicle Number	Submitted Date & Time	Status	Packing List
1	Rajpur	TP30121209250001	srinu	HU56YU7755	12-Sep-2025 01:02:55 AM	Complete Packing	NA

Showing 1 to 1 of 1 entries

Logout © 2025 Designed & Developed by C-Tel Infosystems Pvt. Ltd.

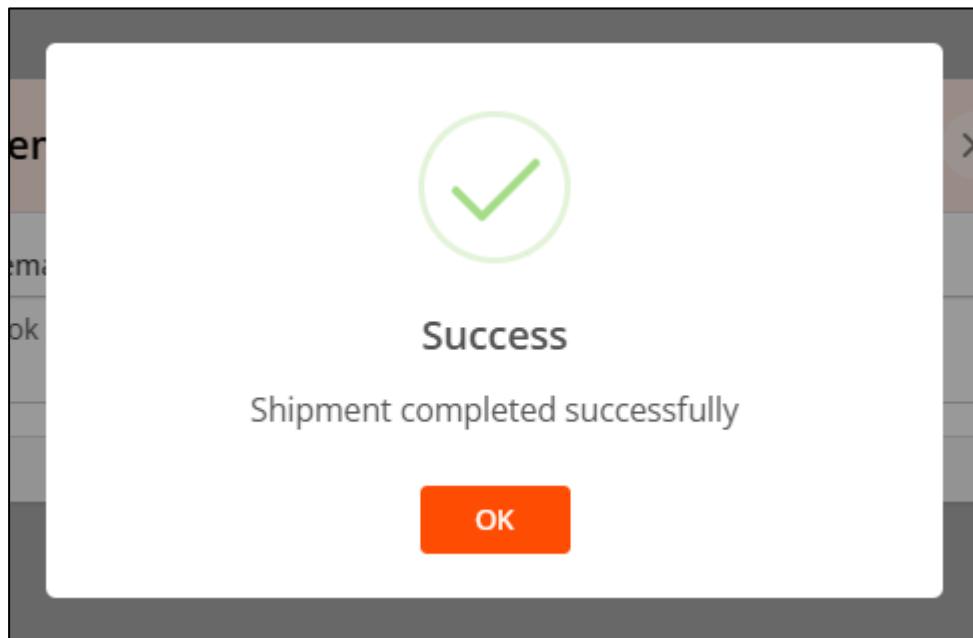
- Next user needs to click on Complete packing tab. Remarks page is displayed with complete button as shown below.

Import CSD Control & Regulation User Reference



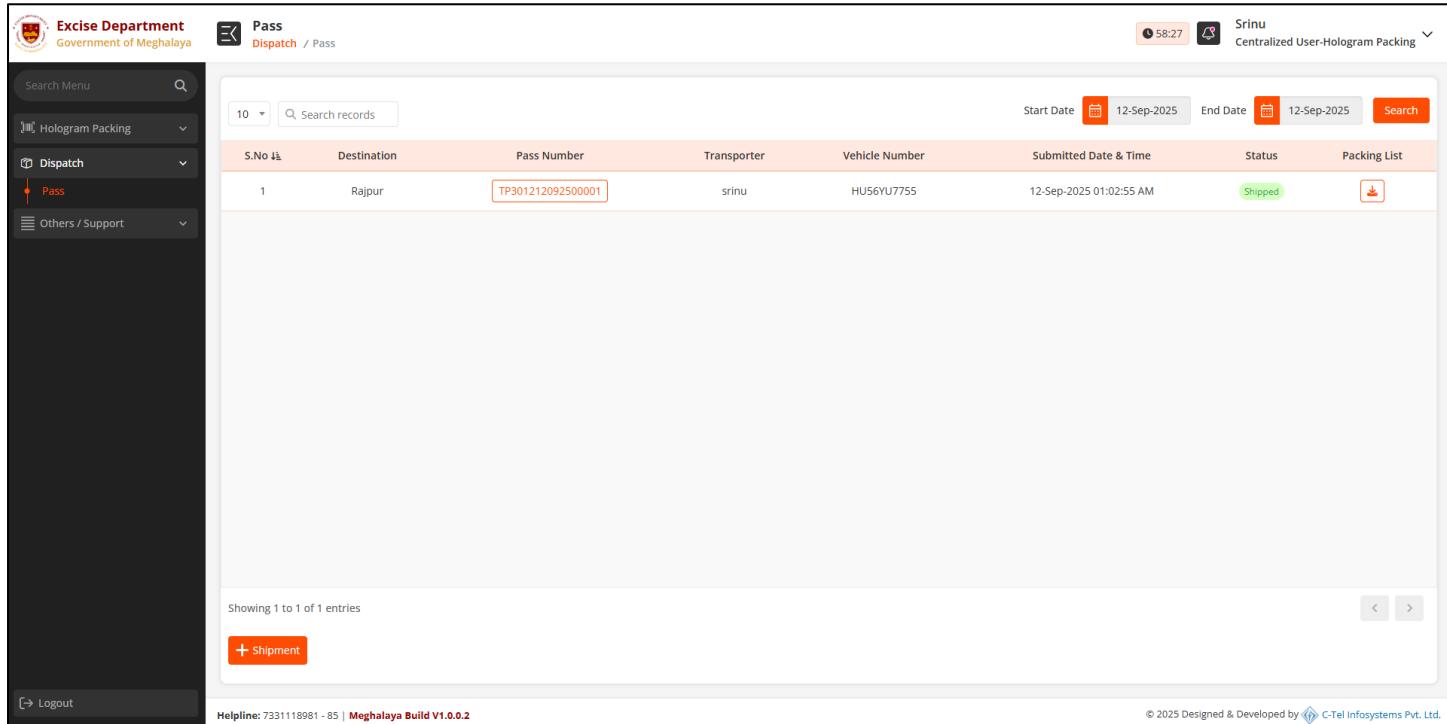
The screenshot shows the 'Pass Dispatch / Pass' section of the software. A table displays a single record: S.No 1, Destination Rajpur, Pass Number TP301212092500001, Transporter srinu, Vehicle Number HU56YU7755, Submitted Date & Time 12-Sep-2025 01:02:55 AM, Status Complete Packing, and Packing List NA. A 'Remarks' pop-up is open, prompting for a remark. The 'Complete' button is visible at the bottom of the pop-up. The footer includes a 'Logout' link, a helpline number, and a developer credit.

- 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.



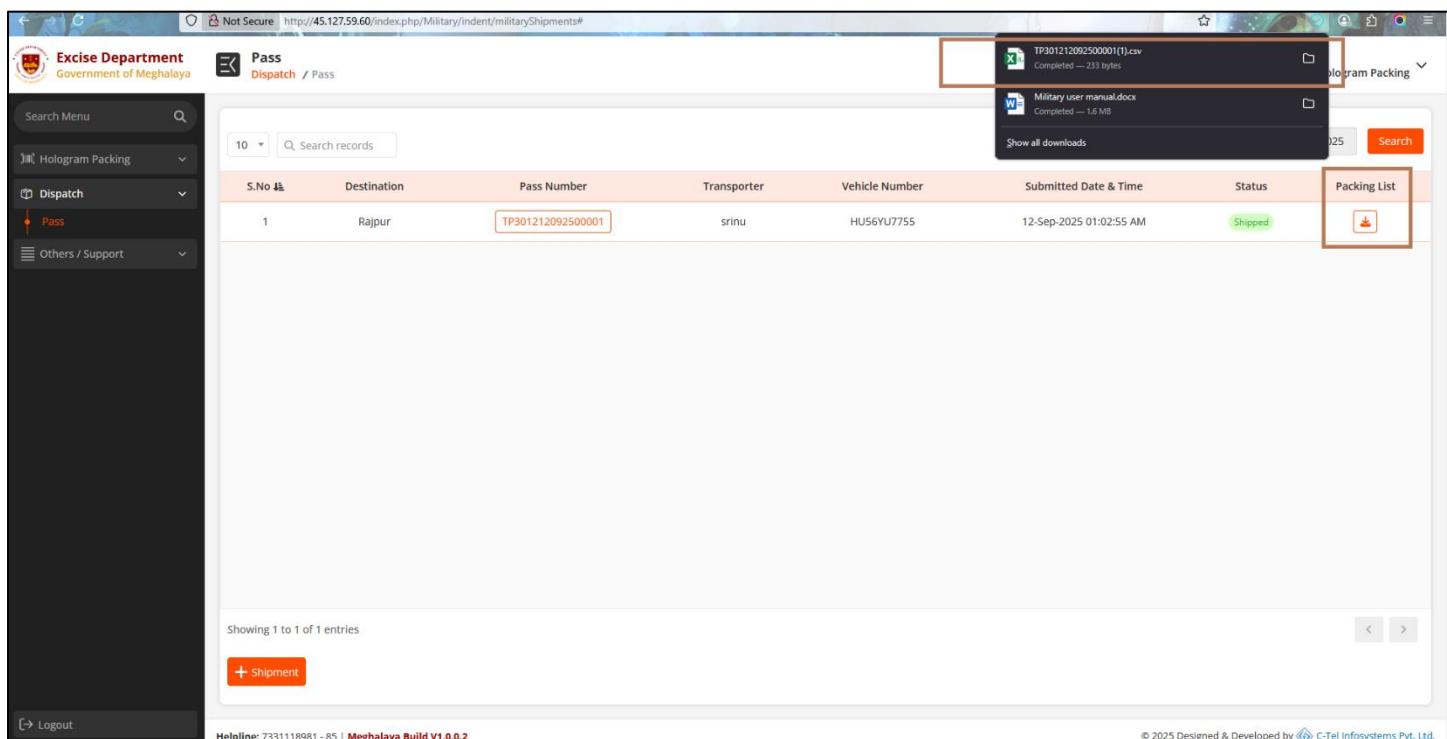
The screenshot shows the 'Pass Dispatch / Pass' view in the Meghalaya Excise Department system. The left sidebar has 'Pass' selected under 'Dispatch'. The main table shows one pass entry:

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	

At the bottom, there is a 'Shipment' button and a note: 'Showing 1 to 1 of 1 entries'.

- 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



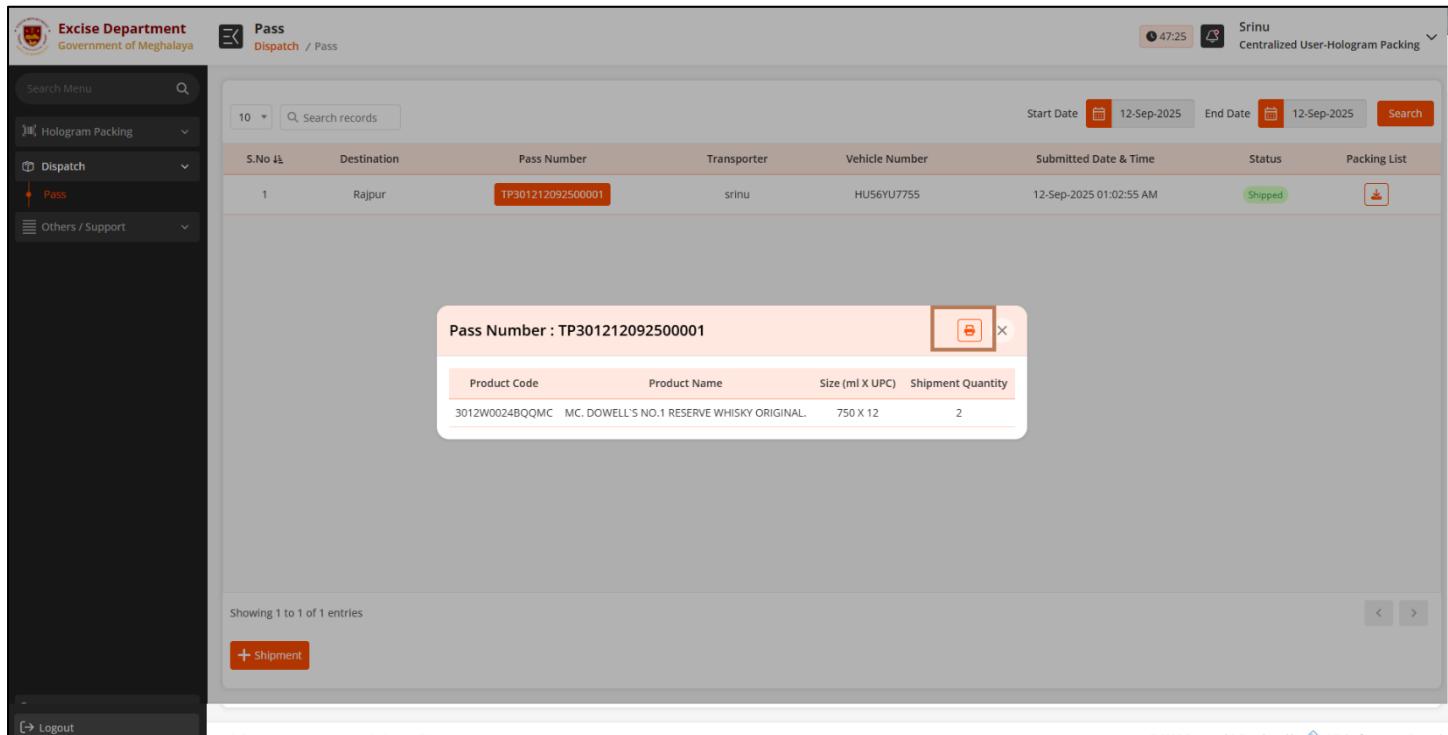
The screenshot shows a web application for managing excise passes. The left sidebar includes links for 'Search Menu', 'Hologram Packing', 'Dispatch' (selected), 'Pass', and 'Others / Support'. The main content area displays a table of shipments. The first row shows a pass for 'Rajpur' with pass number 'TP301212092500001', transporter 'srinu', and vehicle number 'HUS6YU7755'. The status is 'Shipped'. A download menu is open, showing 'TP301212092500001(1).csv' (Completed - 233 bytes) and 'Military user manual.docx' (Completed - 1.6 MB). A 'Packing List' button is highlighted with a red box. The bottom of the page shows a footer with 'Logout', 'Helpline: 7331118981 - 85 | Meghalaya Build V1.0.0.2', and '© 2025 Designed & Developed by C-Tel Infosystems Pvt. Ltd.'

- 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		
1	A	B
2	Pass Date : 12-Sep-2025 03:40:57 PM	C
3	Pass Number : TP301212092500001	
4	Consignee : Rajpur	
5	Consignor : NEW VISION	
6	Packing List	
7	S.No	Case Barcode
8		1 8903012W0024BQQMCBTTU011209202500001
9		2 8903012W0024BQQMCBTTU011209202500002
10		
11		
12		
13		
14		
15		

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 shows a web-based application for managing excise passes. The header includes the Excise Department logo, the Government of Meghalaya, a user profile for 'Srinu', and a timestamp of 47:25. The main menu on the left has options like 'Search Menu', 'Hologram Packing', 'Dispatch', 'Pass', and 'Others / Support'. The current page is 'Pass Dispatch / Pass'. The main content area displays a table of pass records with columns: S.No, Destination, Pass Number, Transporter, Vehicle Number, Submitted Date & Time, Status, and Packing List. One record is selected for 'Rajpur' with Pass Number TP301212092500001. A modal dialog is open over the table, showing the selected pass number and a table with product details: Product Code 3012W0024BQ0MC, Product Name MC. DOWELL'S NO.1 RESERVE WHISKY ORIGINAL, Size (ml X UPC) 750 X 12, and Shipment Quantity 2. The dialog has a close button (X) and a print icon (a printer symbol with a red border). At the bottom of the dialog, there is a message 'Showing 1 to 1 of 1 entries' and a 'Logout' link at the bottom left.

- 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 : srimu

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

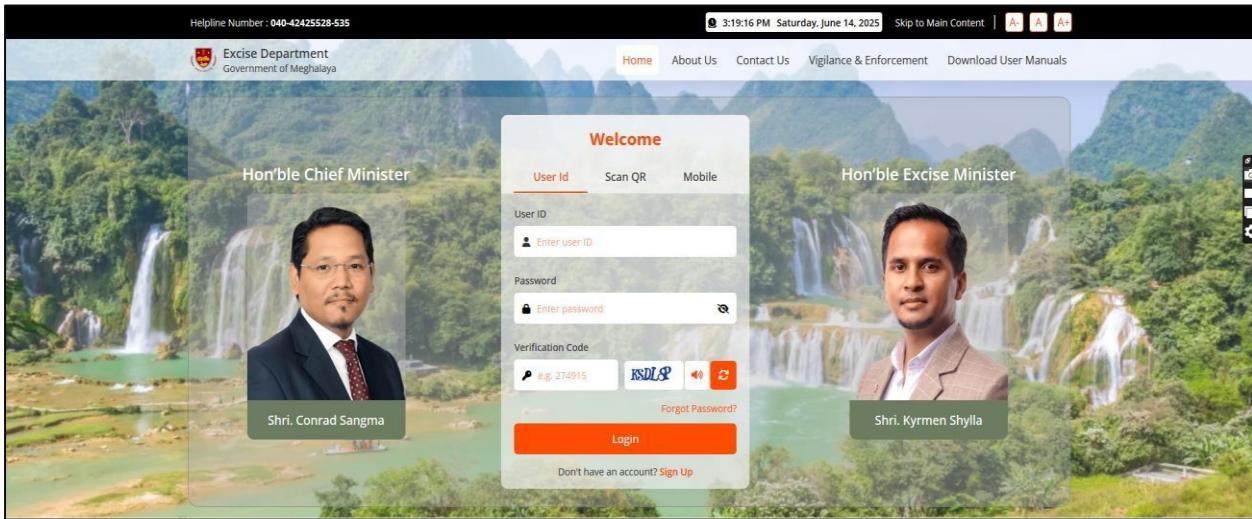
S.No	Product Code	Product Name	Segment	Category	Size (ml) X UPC	Pack Type	Quantity in Cases
1	3012W0024BQQMC	MC. DOWELL'S NO.1 RESERVE WHISKY ORIGINAL.	WHISKY	Semi Premium Brand	750 X 12	Barrel	2
							Total 2



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.

Import CSD Control & Regulation User Reference



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

Session Time Left : 59:52 Srinu Manager

Search Menu

Master Data

Procurement

TP Revalidation

e-Wallet

Reports

Support

Tickets

Logout

10 Search records

Start Date 18-Jun-2025 End Date 18-Jun-2025 Status New

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

No data available

Showing 0 to 0 of 0 entries

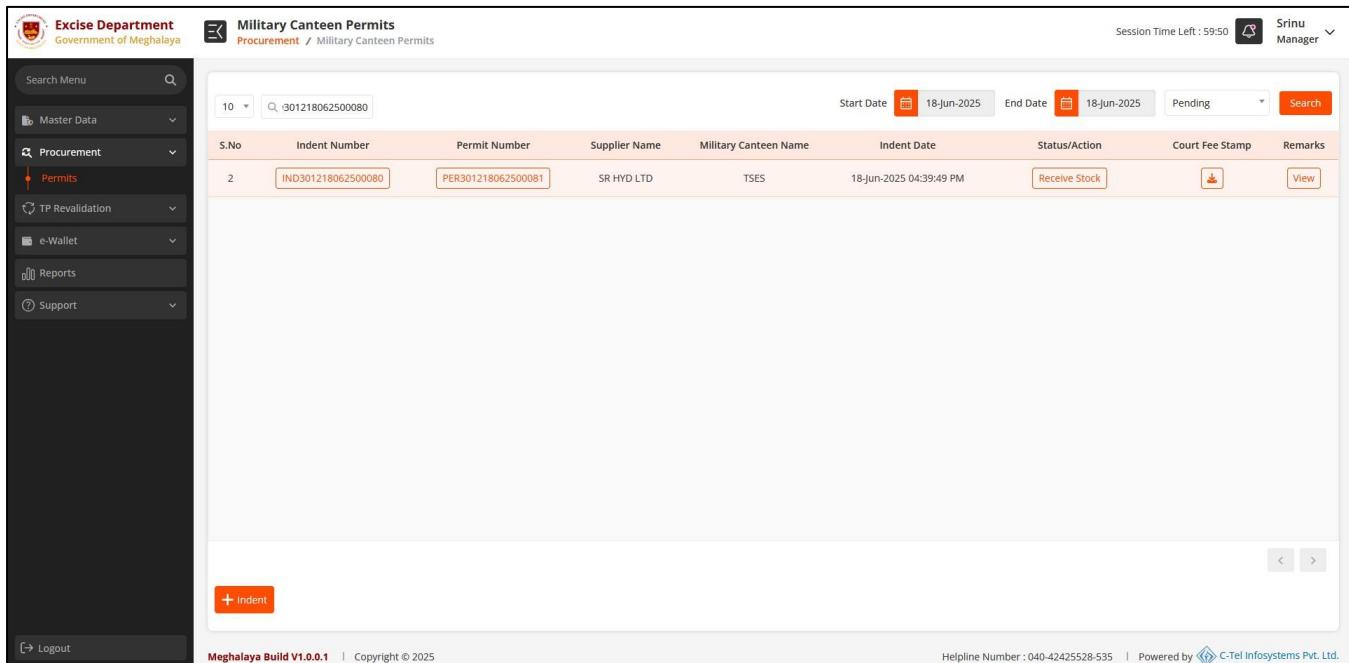
+ Add Ticket

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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' page under the 'Procurement' tab. The table displays a single record with the following details:

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	Print	View

On the left sidebar, the 'Permits' option is selected. At the bottom, there is a red 'Receive Stock' button.

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



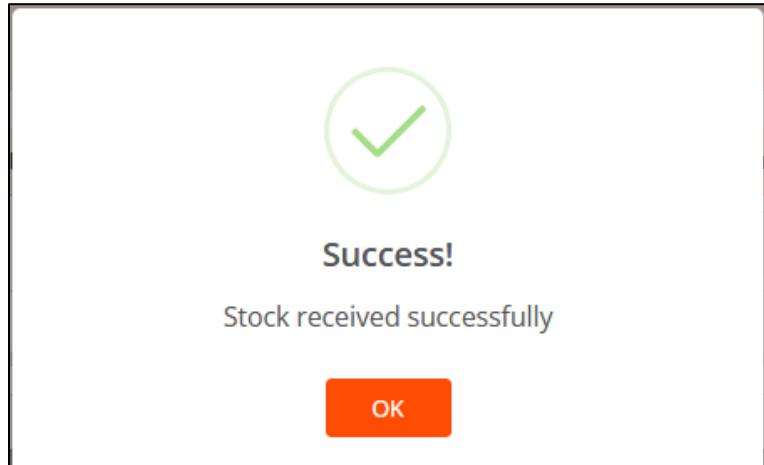
The dialog box is titled 'Permit Number : PER301218062500081'. It shows a table with the following data:

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					

At the bottom, there is a red 'Receive Stock' button.

- 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' page under the 'Procurement' section of the 'Excise Department, Government of Meghalaya' system. The page displays a table of imported indents. One indent is highlighted with a yellow background, showing the following details:

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

The sidebar on the left includes links for 'Master Data', 'Permits' (selected), 'TP Revalidation', 'e-Wallet', 'Reports', and 'Support'. The bottom of the page includes a 'Logout' link, copyright information (Meghalaya Build V1.0.1, Copyright © 2025), and a helpdesk number (040-42425528-535). The top right shows a user session (Srinu Manager) and a session timer (Session Time Left : 58:37).

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Thank You