

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

F.No (9)/Policy/Extn./Excise/2020-21/ 218

Dated: 17/03/2021

**CIRCULAR**

In continuation of the Circular No F.No (9)/Policy/Extn./Excise/2020-21/215 dated 16.03.2021, it is necessary for the licensee to submit the declaration as mentioned in point no 1 (d) of the circular mentioned above while applying for the renewal of their respective license (if applicable) for the period of three months i.e 01.04.2021 to 30.06.2021 in the enclosed performa.

This issues with the prior approval of the Competent Authority.

Encl: As above.

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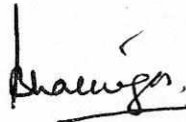
(Pankaj Bhatnagar)  
Assistant Commissioner (Excise)

**Copy to:**

1. All Licenses holding excise license in form of L-6, L-6FG, L-7, L-7FG, L-8, L-9, L-10, L-22, L-23, L-23F, M&TP Licenses (L-4, L-5, L-25, L-26, L-34, L-35, DD-9, DD-10, DD-11, P-2, P-3, P-4, P-5, P-6, Authorization Permit) for necessary action.
2. M/s TCS to communicate all individual licenses through their email provided on ESCIMS portal and also to run a ticker on the ESCIMS portal.
3. System Analyst to upload on Excise Department website.

**Copy for information to:-**

1. Secretary to Hon'ble Dy. Chief Minister, Govt. of NCT of Delhi.
2. P.S. to Secretary (Finance), Govt. of NCT of Delhi.
3. P.S. to Commissioner (Excise), Govt. of NCT of Delhi.

  
(Pankaj Bhatnagar)  
Assistant Commissioner (Excise)

*Plan uploaded on website*  
*M. G. D. S.*  
*18/03/21*  
*DPA*

## PROFORMA

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

1. Declaration will include following points:-

- a. All the Directors/Partners/Proprietors of the company/firm are citizens of India.
- b. None of the Directors/Partners/Proprietors of the company/firm have been disqualified under Section 13 of Delhi Excise Act, 2009.
- c. There are no criminal antecedents or cases pending against any of the Directors/Partners/Proprietors of the company/firm in any Court of Law.
- d. The company/firm has no government dues.
- e. The business premises have not been constructed in violation of any law and I/we are legally in possession of the same.
- f. The Directors/Partners/Proprietors of the company/firm do not indulge in any other business from same premises other than liquor for which license is being granted.
- g. The Directors/Partners/Proprietors of the company/firm do not possess any wholesale license or any other retail license of liquor (this point will not be valid for L-9 license).
- h. The licensed premises is duly insured against fire and natural hazard.
- i. Installation of CCTV cameras systems having coverage of minimum 50 meters and archival period of 30 days in good working condition.
- j. There is no change in constitution of company/firm. The Directors/Partners/Proprietor of the company is same.
- k. The Company/firm is registered with DVAT and Income Tax Department and the due returns have been filed with the concerned authority.
- l. The Directors/Partners/Proprietors of the company/firm shall abide by all instructions/orders issued by the Excise Department.

Bhalwaj



- m. All stock of liquor shall be received and sold through ESCIMS only and stock take shall be performed on regular basis as per guidelines.
- n. I will abide by the terms and conditions of the new policy to be decided by the Government for 2021-22.
- o. Further, I am fully aware that my license validity is only for three months i.e. w.e.f. 01.04.2021 to 30.06.2021 and the Government reserves the right to decide the period for which my license has been granted. The Government shall not be under any obligation whatsoever to continue my license beyond expiry i.e. 30.06.2021.
- p. The Government reserves the right to review the manner of levying licenses fee and amount of license fee etc. to be paid/payable. In case, any of the fees are revised the same shall be payable and recoverable from the licensees and penalty amount as specified by Competent Authority shall be imposed for depositing amount after the stipulated time period.

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

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

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

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

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

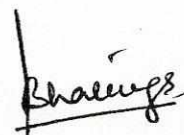
"In case of any change in the Directors/Partners/Proprietors, information shall be updated in the ESCIMS prior filling of renewal".

6. The first page of renewal letter will display the following line:

"I undertake to submit the copy of duly stamped lease deed in support of legal possession of premise for the current renewal period i.e. 01.04.2021 to 30.06.2021.

The Government reserves the right to review the manner of renewal and grant of licenses for retail vend of liquor.

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



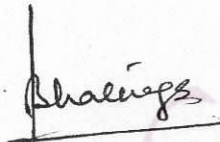
7. Original license start date, applicant e-mail address, applicant mobile no. will not be captured for L6/L6FG/L6FE and L8/L14 licenses.

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

The Renewal of license type of license ID shall only be renewed for the period 01.04.2021 to 30.06.2021 after accepting following undertaking.

Note:

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

  
17.3.2021

UNCOMPLYCATE  
Simplifying Compliance