

Annex I

In continuation of its efforts for trade facilitation, CBEC has now implemented centralized application called Indian Customs EDI System. E-payment facility has been extended to all ICES locations from more than one authorized bank.

(a) A person wanting to availing the E-payment facility must approach the designated bank at the location for opening an Internet Account with the following annexures:

- i. Filled up Bank Account opening Form
- ii. Memorandum of Association
- iii. Articles of Association
- iv. Certificate of Incorporation
- v. Board Resolution to open bank account
- vi. Commencement Certificate in case of Public Limited company.
- vii. List of Authorized Signatory along with PAN card and photograph
- viii. Import Export Code (IEC) copy
- ix. Address proof
- x. For Public Limited company.- Signature to be verified from Principal Bank account.

Photo copies of all above documents must be produced with the original for verification.

(b) The Central Board of Excise and Customs has set up a Customs E-Payment Gateway (CEG) at ICEGATE web-page (<http://www.icegate.gov.in/>). The users who are already registered with ICEGATE will automatically be able to avail the facility of e- Payment as registered user without any further registration process. However, even the users who are not registered with the ICEGATE, can avail e-payment facility as an unregistered user;

(c) In the ICEGATE home page, a person can select the e-payment icon from the main menu or if the person is using any other module of ICEGATE (like document filing), he can select the e-Payment option from the side screen menu;

(d) On selection of E-Payment option, the e-Payment page will open. The users already registered with ICEGATE can login with their username and password as registered user. Thereafter their (personal) web page would open which will display all the unpaid challans details for the Bills of Entry filed by him;

(e) If the person is an unregistered user, or he intends to make payments of duties on the documents not filed by him through ICEGATE, then he can make E-Payment by entering the IE Code of the importer. The CEG will display all the unpaid challans against the IE Code;

(f) On selection of the Challan, the user will be shown the options of the “designated” banks for the purpose of E-payment. The user can select any bank authorized for e-payment at the Customs locations;

(g) Thereafter, the user will see the web page of the selected bank. He would be required to login as an “Internet Customer” of the bank;

(h) After successful login in the bank site, the user will be shown the details of the challan including the amount to be paid. The user shall be prompted to confirm the payment option;

(i) On successful payment, a cyber receipt will be generated by the bank for successful transaction. Then user may take the printout of the cyber receipt for his reference. The bank will prompt the user to come back to the CEG (Customs E-Payment Gateway) after completion of the bank transaction;

(j) The user must come back to the ICEGATE site to complete the transaction;

(k) In case of an incomplete transaction or link failure, a ‘Verify option’ is automatically activated against the concerned challan for verification of the duty payment details. In case of incomplete transaction, the Importer/Clearing House Agent (CHA) must go back to ICEGATE and select the ‘Verify option’ against the challan. On selecting the ‘Verify option’, the importer/CHA is taken back to the site of the Bank for completion of the transaction. The ‘Verify option’ must be exercised on the date of payment itself, and the option would be de-activated the next day;

(l) After e-payment is made at CEG, ICEGATE will send the payment particulars to the ICES. Thereafter, the Bill of entry shall automatically move to the examination queue;

(m) The importer/CHA need not produce any proof of payment for the clearance of goods in case of e-payment. However, he is advised to keep the copy of the cyber receipt with him for future reference for his own convenience;

(n) In case of problems in e-Payment, the Importer/CHA can contact the ICEGATE 24 hour helpdesk by phone at toll free no. 1800-3010-1000 or by email at icegatehelpdesk@icegate.gov.in They can also contact the Systems Manger/AC (EDI) at Customs Location, in case of any difficulty.