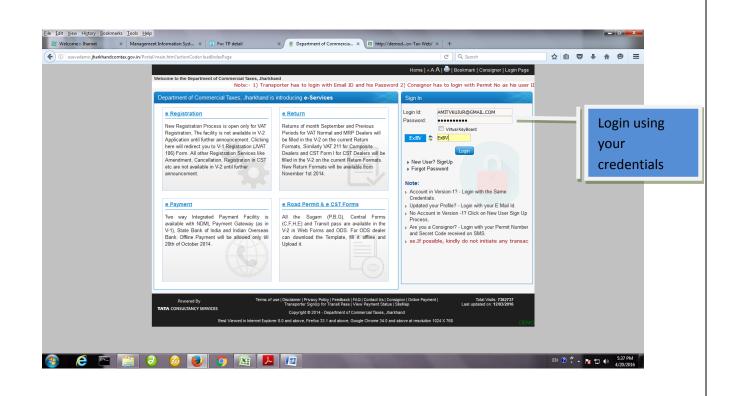
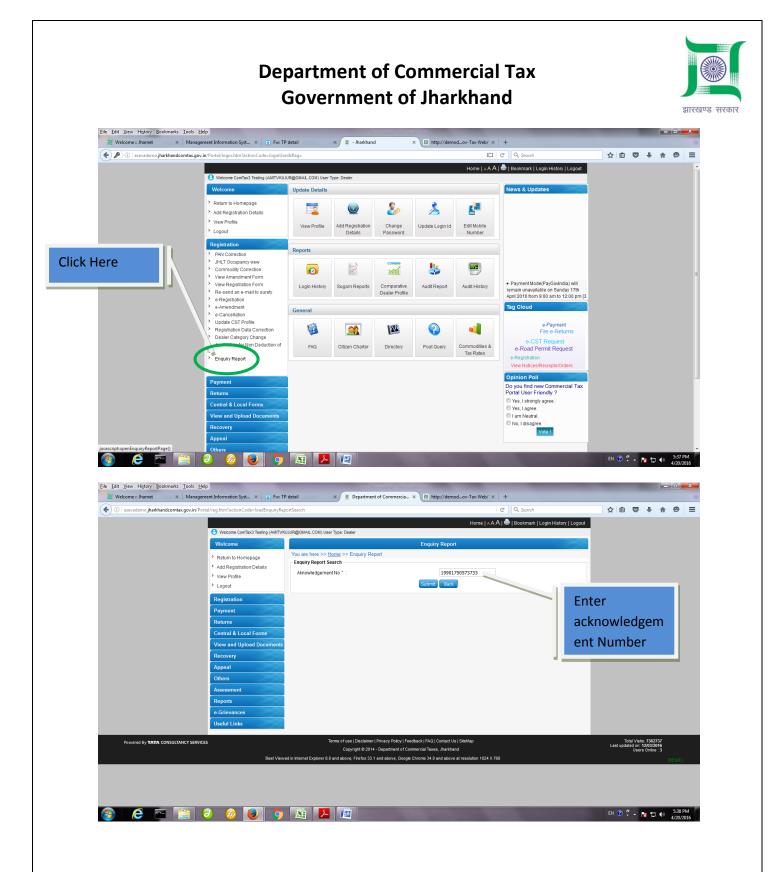
Department of Commercial Tax Government of Jharkhand



DIPP Point No. 251

Question	Remarks
9b. Inspection of the business premises for VAT (Value Added Tax)	Users can login to the portal
registration	and view and download
	inspection reports
Q: Allow users to login to the portal and view and download	
submitted inspection reports on their businesses	
For Testing:	
URL : esevademo.jharkhandcomtax.gov.in/	
Username: vishnudevk7@gmail.com	
Password: Password@3	





Department of Commercial Tax Government of Jharkhand



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SUPPORTING DOCUMENT

झारखण्ड सरकार वाणिज्य—कर विभाग

पत्र संख्या-वाकर/कम्प्यू/विविध/9/2015 - 1600 () रोंची, दिनांक- 21516

प्रेषक,

मुकेश कुमार वाणिज्य–कर संयुक्त आयुक्त।

सेवा में,

सभी वाणिज्य—कर संयुक्त आयुक्त प्रशासन, सभी वाणिज्य—कर अंचल प्रभारी।

विषय निबंधन प्रमाण—पत्र निर्गमन के पूर्व Online Enquiry Process के संबंध में।

महोदय,

उपर्युक्त विषय के संबंध में निदेशानुसार कहना है कि वाणिज्य—कर विभाग में निबंधन हेतु दाखिल ऑनलाईन आवेदन JCRF file किए जाने के 48 घंटे के भीतर Inquiry Report upload करना अनिवार्य है। Inquiry Report upload करने के लिए Departmental login में "Intititate Enquiry Process" में steps दिए गए है। दिए गए कुल 11 steps में step No. 9 में विशेष रूप से upload किए जाने की सुविधा दी गयी हे।

उपरोक्त सभी Process की जानकारी हेतु विभागीय पोर्टल www.jharkhandcomtax.gov.in में देखा जा सकता है।

अतः निदेश दिया जाता है कि निबंधन हेतु आवेदन के संबंध में Inquiry Report यथा समय के भीतर उपरोक्त Process द्वारा upload किया जाना सुनिश्चित की जाए। इस संबंध में शिथिलता को गंभीरता से लिया जाएगा।

विश्वासभाजन

अनु0-यथोक्त।

वाणिज्य-कर संयुक्त आयुक्त।

Initiate Enquiry Process

Step 1: Assessing authority have to login into Digigov with username and password, after successful login go to **Pending For Order**→**Registration**→**JCRF**

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VAT SUSPENSION (9)	DEALER CATEGORY CHANGE (34)	WITHDRAWAL OF SURETY (1)	
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PT CANCELLATION (12)	REGISTRATION DATA CORRECTION (11)	SUOMOTO CANCELLATION VAT (2)	

Step 2: Click on Acknowledgement No to open the task.

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1 2	19901750573220 19901750572970 19901750572793	HEENA ENTERPRISES M/S SHREE RADHA KRISHNA EI	Firm Name TIVE FISHERIES FEDERATION LIMITED RANCHI JHASC		30/03/2016 29/03/2016 29/03/2016	13 14 14	VAT VAT VAT
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Step 3: C lick on "Initiate VAT and CST Enquiry" to Initiate Enquiry.

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Step 4: Enter "Date Of Enquiry", "Enquiry Time", "Enquiry Task Assign to" and select the "Checklist" for

which authority wants to initiate enquiry and enter remarks for enquiry.

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	Contact Person Name*	MOHAMAD JAMIL AHMAD		Mobile No.	9931240631		
	Contact Person Designation	Dealer		Enquiry Task Assigned to:*	SHEO SAHAI SINGH	-	
28.	 Site visit to the business premi Submission of report with recor Verification of genuineness of s Verification of stock. Verification/ report on any mat 	nmendations for registration or sureties. ter specifically desired by the a					
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Step 5: Click on **"Initiate Enquiry"** button to generate Advisory Visit task.

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Step 6: After completion of Enquiry by the authority \rightarrow go to Advisory Visit task \rightarrow Registration \rightarrow Advisory Visit For Centralised Registration.

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Step 7: Click on Acknowledgement No to open the Advisory Visit task.

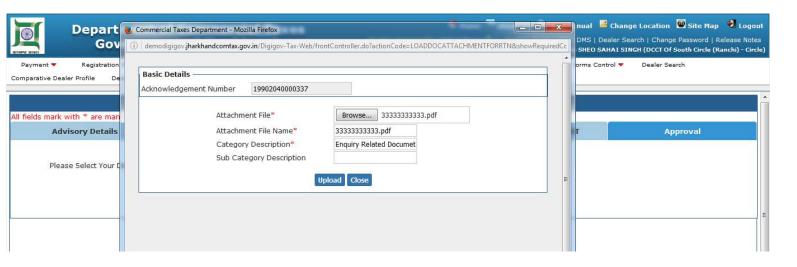
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Step 8: Select the Checklist for which the authority has done the Enquiry. Enter the remarks and go to Approval page for Decision of Enquiry.

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Step 9: If the authority wants to upload document and view the uploaded document then click on **"Upload"** button to upload document and **"View Uploaded Docs"** to view the uploaded documents.

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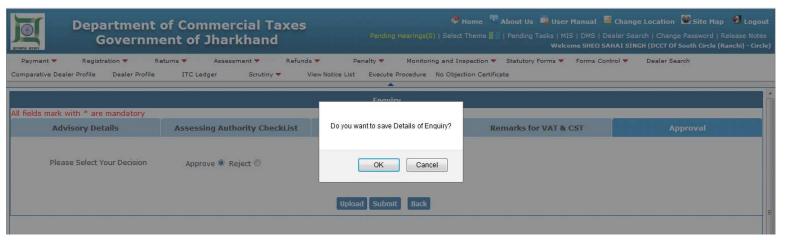
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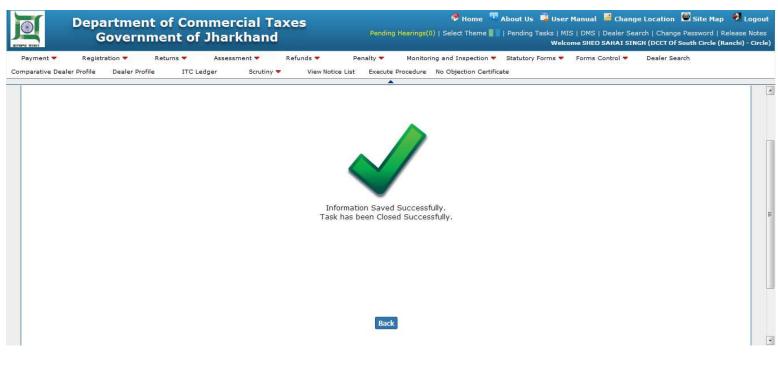
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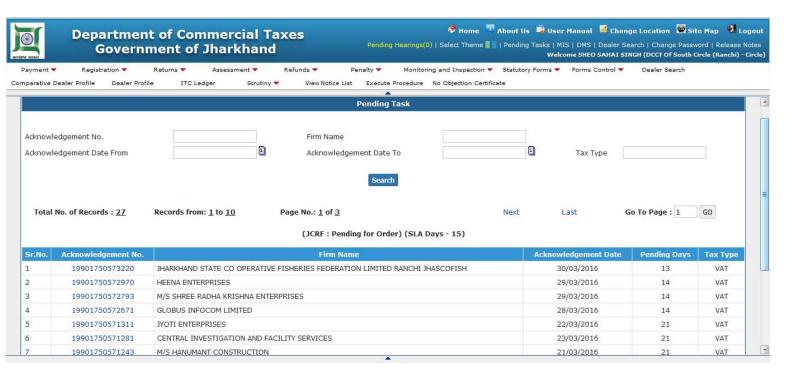
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Step 11: Select the Decision to Approve or Reject the Enquiry and click on submit button to save the Details of Enquiry.

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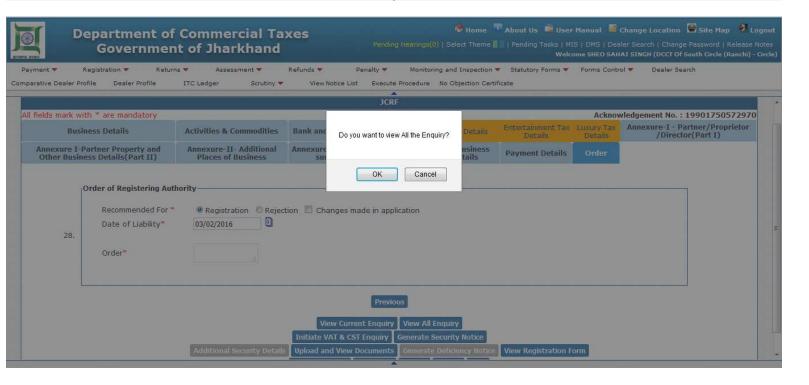


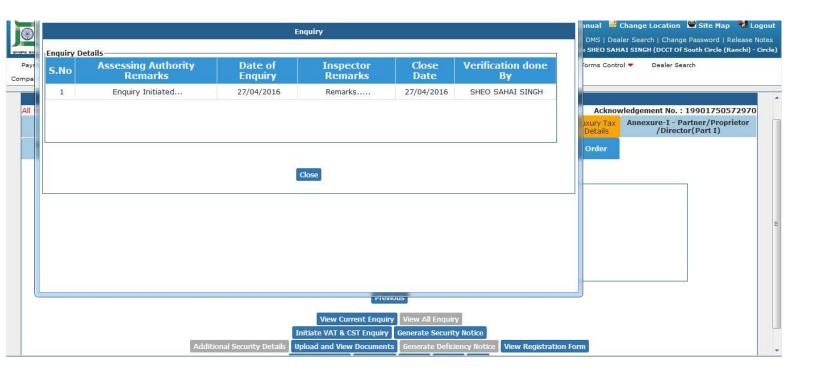


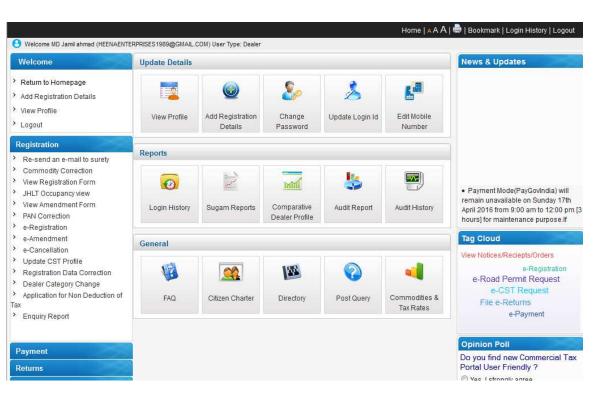




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