

1. Name of the Service : Service of Indian Liquor in independent restaurant.(L-17)
2. Category : G to B
3. Documents/fees required for the above service

Having Seat Covers	Licence Fee
Up to 50	4,75,000
51 to 100	6,75,000
101 to 200	9,00,000
201 and above	11,50,000

Approval of DOT	Fresh
Site plan of the proposed restaurant including the store room, area for the bar and the area for the service of liquor, prepared by regd. Architect.	Fresh
Affidavit reg. Delhi Excise Act, Seating Capacity, Section 13 of Delhi Excise Act, True and Correctness of statements and documents	Fresh
List of Directors/Partners	Fresh
Approval of DOT	Fresh
Copy of Insurance	Fresh
Valid Health & Trade Licence	Renew
Valid Eating House Licence	Renew
Approval of DOT	Fresh
Affidavit/NOC regarding Fire Safety	Fresh
Certificate of Registration for Eating House License to DCP (Licensing)	Fresh
Copy of PAN Card.	Fresh
Documentary Proof regarding legal status of the Restaurant i.e. whether a Company/ partnership firm, etc.	Fresh
Proof of the premises of Restaurant being in legal Possession of the Applicant	Fresh
Approval of DOT	Renew
Valid NOC from DFS/ Affidavit reg. Fire-fighting arrangements (in case of seating capacity of Below 50 covers)	Renew
Affidavit regarding seating capacity and no change in L-17 licensed Premises	Renew
Approval of DOT	Renew
Excise Nominee for the year 2013-14	Renew
IT Return for the year 2012-13	Renew
DVAT Return for the year 2012-13	Renew
Other Documents	Fresh
Other Documents	Renew
Health & Trade Licence issued by NDMC/MCD/Airport Health Org/FSSAI	Fresh
Health & Trade Licence issued by NDMC/MCD/ Airport Health Org, /FSSAI, if any.	Maintain

Certificate of Registration for Eating House Licence to DCP (Licensing), if any	Maintain
NOC/ Affidavit regarding fire safety, if any.	Maintain
Copy of PAN card / Latest Income Tax Return, if any	Maintain
Copy of DVAT Registration Certificate, if any	Maintain
Other Documents	Maintain

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4.

Steps performed internally from the service	Time for each step/task
a. Diary Section	1 day
b. D.A. Level (Verification of documents & file processing	2 days
c. Superintendent Level	1 day
d. AC Level	½ days
e. DC (Level) Constitution of inspection team	½ days
f. Report submitted by the Site Inspection Team	3 days
g. DA for examining the Report and put up for Notice	1 days
h. Mandatory Notice pasting period	15 days
i. Submission of Deficient documents by applicant	Dependent on the Appellant
j. if No objection received in response to Public Notice, time at DA level to process The file	1 day
k. Superintendent, AC & DC (Excise)	2 days
l. Issue of offer letter for Licence and Deposit of Licence Fee by the Appellant	2 days
m. Time taken by Banking system to reflect L/Fee in ESCIMS (Waiting period depend on system)	
n. Grant of licence after deposit of fee	1 day
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Total service delivery time 4 weeks	

5. Pain areas / difficulties experienced by stakeholders for the above service: The Applicant may have difficulties while applying for Licence online. However, a dedicated helpline has been set-up for all possible assistance and the number of help line for every help is available on ESCIMS window.

6. Details of the Nodal Officer who shall lead the change agenda for the above service:

Name: Rajesh Ranjan email id: acresttexcise.delhi@nic.in

Designation: AC (Restt.) Mob. No: 9810670626

Signature: 

Name & Designation of HOD:
NEERAJ SEMWAL
I.A.S.
Commissioner, Excise
Entt. & Luxury Tax
Govt. of NCT of Delhi
Vikas Bhawan, New Delhi-2

ANNEXURE-II

- 1. Name of the Service : Service of Foreign Liquor in independent restaurant to the holder of licence in Form L-17 (L-17F)
- 2. Category : G to B
- 3. Documents/fees required for the above service.

The L-17F Licence is Granted alongwith L-17 Licence and in the case only to the holders of L-17 Licence. No fresh documents are required in addition to the documents obtained for grant of L-17 Licence.

Ten percent of licence fee applicable for L-17 licence

In case the L-17F Licence is obtained after the grant of L-17 Licence the requirement is as under:

4.

Steps performed internally form the service	Time for each step/task
a. D.A. Level (Verification of documents & file processing	2 days
b. Superintendent Level (Cross examination)	1 day
c. AC Level	1 days
d. DC (Level)	1 days

Total service delivery time 1 weeks

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Vikas Bhawan, New Delhi-2

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ANNEXURE-II

1. Name of the Service : Service of Indian wine, beer and alcopop in independent restaurant.(L-18)
2. Category : G to B
3. Documents/fees required for the above service

Upto 50	2,50,000
51-100	3,50,000
101-200	4,50,000
201 and above	5,50,000

Affidavit reg. Delhi Excise Act, seating capacity, Section 13 of Delhi Excise Act, True & Correctness of the Documents submitted.	Fresh
List of Directors/Partners	Fresh
Excise Nominee.	Fresh
Copy of Insurance	Fresh
Valid Health & Trade Licence	Renew
Approval of DOT	Fresh
Affidavit/NOC regarding Fire Safety	Fresh
Certificate of Registration for Eating House License to DCP (Licensing)	Fresh
Copy of PAN Card.	Fresh
Documentary Proof regarding legal status of the Restaurant i.e. whether a Company/ partnership firm, etc.	Fresh
Proof of the premises of Restaurant being in legal Possession of the Applicant	Fresh
Site plan of the proposed restaurant including the store room, area for the bar and the area for the service of liquor, prepared by regd. Architect.	Fresh
Other Documents	Fresh
Other Documents	Renew
Health & Trade Licence issued by NDMC/MCD/Airport Health Org	Fresh
Registration Certificate from Eating house License issued by the DCP(Licensing).	Fresh
Valid Eating House Licence	Renew
Approval of DOT	Renew
Valid NOC from DFS/ Affidavit reg. Fire-fighting arrangements (in case of seating capacity of Below 50 covers)	Renew
Affidavit regarding seating capacity and no change in L-17 licensed premises	Renew
Statement of liquor consumption.	Renew
Excise Nominee for the year 2013-14	Renew
IT Return for the year 2012-13	Renew
DVAT Return for the year 2012-13	Renew
Certificate of Registration for Eating House Licence to DCP (Licensing), if any	Maintain
NOC/ Affidavit regarding fire safety, if any.	Maintain
Health & Trade Licence issued by NDMC/MCD/ Airport Health Org, if any.	Maintain

Copy of PAN card / Latest Income Tax Return, if any	Maintain
Copy of DVAT Registration Certificate, if any	Maintain
Other Documents	Maintain

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4.

Steps performed internally form the service	Time for each step/task
a. Diary Section	1 day
b. D.A. Level (Verification of documents & file processing	2 days
c. Superintendent Level	1 day
d. AC Level	½ days
e. DC (Level) Constitution of inspection team	½ days
f. Report submitted by the Site Inspection Team	3 days
g. DA for examining the Report and put up for Notice	1 days
h. Mandatory Notice pasting period	15 days
i. Submission of Deficient documents by applicant	Dependent on the Appellant
j. if No objection received in response to Public Notice, time at DA level to process The file	1 day
k. Superintendent, AC & DC (Excise)	2 days
l. Issue of offer letter for Licence and Deposit of Licence Fee by the Appellant	2 days
m. Time taken by Banking system to reflect L/Fee in ESCIMS (Waiting period depend on system)	
n. Grant of licence after deposit of fee	1 day
Total service delivery time 4 weeks	

5. Pain areas / difficulties experienced by stakeholders for the above service: The Applicant may have difficulties while applying for Licence online. However, a dedicated helpline has been set-up for all possible assistance and the number of help line for every help is available on ESCIMS window.

6. Details of the Nodal Officer who shall lead the change agenda for the above service:

Name: Rajesh Ranjan

email id: acrestexcise.delhi@nic.in

Designation: AC (Restt.)

Mob. No: 9810670626

Signature: _____

Name & Designation of **NIJERAJ SEMWAL**
I.A.S
Commissioner, Excise
Entt. & Luxury Tax
Govt. of NCT of Delhi
Vikas Bhawan, New Delhi-2

ANNEXURE-II

- Name of the Service Service of Foreign wine, beer and alcopop in independent restaurant to the holder of licence in Form L-18 (L-18F)
- Category : G to B
- Documents/fees required for the above service

The L-18F Licence is Granted alongwith L-18 Licence and in the case only to the holders of L-18 Licence. No fresh documents are required in addition to the documents obtained for grant of L-18 Licence.

Ten percent of licence fee applicable for L-18 licence

In case the L-18F Licence is obtained after the grant of L-18 Licence the requirement is as under:

Steps performed internally form the service	Time for each step/task
a. D.A. Level (Verification of documents & file processing	2 days
b. Superintendent Level (Cross examination)	1 day
c. AC Level	1 days
d. DC (Level)	1 days

Total service delivery time 1 weeks

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 Govt. of NCT of Delhi
 Vikas Bhawan, New Delhi-110022

1. Name of the Service : Round the clock service of Indian Liquor in independent restaurant located either in arrival or departure area of International Airport.(L-19)

2. Category : G to B

3. Documents/fees required for the above service

Up to 50	9,50,000
51 to 100	13,50,000
101 to 200	18,00,000
201 to above	23,00,000

Registration Certificate from Eating house License issued by the DCP(Licensing).	Fresh
Approval of DOT	Fresh
Affidavit/NOC regarding Fire Safety	Fresh
Certificate of Registration for Eating House License to DCP (Licensing)	Fresh
Copy of PAN Card.	Fresh
Documentary Proof regarding legal status of the Restaurant i.e. whether a Company/ partnership firm, etc.	Fresh
Proof of the premises of Restaurant being in legal Possession of the Applicant	Fresh
Site plan of the proposed restaurant including the store room, area for the bar and the area for the service of liquor, prepared by regd. Architect.	Fresh
Affidavit reg. Delhi Excise Act, Seating Capacity, Section 13 of Delhi Excise Act, True & Correctness of documents and statement	Fresh
List of Directors/Partners	Fresh
Excise Nominee.	Fresh
Copy of Insurance	Fresh
Other Documents	Fresh
Other Documents	Renew
Health & Trade Licence issued by NDMC/MCD/Airport Health Org	Fresh
Valid Health & Trade Licence	Renew
Valid Eating House Licence	Renew
Approval of DOT	Renew
Valid NOC from DFS/ Affidavit reg. Fire-fighting arrangements (in case of seating capacity of Below 50 covers)	Renew
Affidavit regarding seating capacity, no change in L-19 licensed Premises	Renew
Statement of liquor consumption.	Renew
Excise Nominee for the year 2013-14	Renew
IT Return for the year 2012-13	Renew
DVAT Return for the year 2012-13	Renew
Certificate of Registration for Eating House Licence to DCP (Licensing), if any	Maintain
NOC/ Affidavit regarding fire safety, if any.	Maintain
Copy of PAN card / Latest Income Tax Return. if any	Maintain

Copy of DVAT Registration Certificate, if any	Maintain
Other Documents	Maintain
Health & Trade Licence issued by NDMC/MCD/ Airport Health Org, if any.	Maintain

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4.

Steps performed internally form the service	Time for each step/task
a. Diary Section	1 day
b. D.A. Level (Verification of documents & file processing	2 days
c. Superintendent Level	1 day
d. AC Level	½ days
e. DC (Level) Constitution of inspection team	½ days
f. Report submitted by the Site Inspection Team	3 days
g. DA for examining the Report and put up for Notice	1 days
h. Mandatory Notice pasting period	15 days
i. Submission of Deficient documents by applicant	Dependent on the Appellant
j. if No objection received in response to Public Notice, time at DA level to process The file	1 day
k. Superintendent, AC & DC (Excise)	2 days
l. Issue of offer letter for Licence and Deposit of Licence Fee by the Appellant	2 days
m. Time taken by Banking system to reflect L/Fee in ESCIMS (Waiting period depend on system)	
n. Grant of licence after deposit of fee	1 day


Total service delivery time 4 weeks

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Signature: 

Name & Designation of **NEERAJ SEMWAL**

Commissioner
Entt. & Lux
Govt. of NC
Vikas Bhawan, New

ANNEXURE-II

1. Name of the Service: Round the clock service of Foreign Liquor in independent restaurant located either in arrival or departure area of International Airport to the holder of licence in Form L-19 (L-19F)
2. Category : G to B
3. The L-19F Licence is Granted alongwith L-19 Licence and in the case only to the holders of L-19 Licence. No fresh documents are required in addition to the documents obtained for grant of L-19 Licence.

Ten percent of licence fee applicable for L-19 licence

In case the L-19F Licence is obtained after the grant of L-19 Licence the requirement is as under:

4.

Steps performed internally form the service	Time for each step/task
a. D.A. Level (Verification of documents & file processing	2 days
b. Superintendent Level (Cross examination)	1 day
c. AC Level	1 days
d. DC (Level)	1 days
Total service delivery time 1 weeks	

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