





GOVERNMENT OF INDIA MINISTRY OF FINANCE / DEPARTMENT OF REVENUE OFFICE OF THE ADDITIONAL DIRECTOR GENERAL DIRECTORATE OF SYSTEMS

26/1,MAHATMA GANDHI ROAD, NUNGAMBAKKAM,, CHENNAI- 600 034

C.No. IV/26/ /2018/Systems[S]

Date: 24.05.2019

ADVISORY NO. 16 /2019 - ACES-GST INTEGRATION

Sub: ACES GST Integration- Login procedure and Filing Application for New Registration of Central Excise Taxpayers in the integrated CBIC-GST Taxpayer portal – regarding.

Attention is invited to this office letter C.No. IV/28/74/2018-PF I Sys(S) dated 29.04.2019, the Central Excise Notification No.01/2019-CE(NT) dated 08.05.2019 and Board's Circular No. 1069/2/2019/2019-CX dated 08.05.2019 issued with regard to ACES-GST Integration and change of name of tax payer portal for ACES (CE & ST) functionalities.

- 2. The migration and Integration of ACES functionalities with CBIC-GST Application has since been completed. Accordingly, the integrated CBIC Taxpayer portal for Central Excise, Service Tax and GST purpose will be www.cbic-gst.gov.in effective from 26.05.2019. The step by step procedure for Login and Registration of New taxpayers under Central Excise in the integrated CBIC GST Taxpayer portal with screenshots is enclosed herewith.
 - 3. The salient features of the procedure are highlighted as here under:
 - (i) New tax payer applicant will access the CBEC-GST tax payer portal namely the URL https://cbic-gst.gov.in and click on the link for "ACES(CE&ST)" which leads to the relevant Taxpayer Login. On clicking the "New User" >> "New Registration", certain base profile particulars are to be captured namely Name as mentioned in PAN, PAN, Mobile Number, Email Address and State.
 - (ii) Then, PAN details are validated online, and on successful validation, OTP will be generated and sent to the Mobile Number and e-mail Id provided by the applicant.
 - (iii) On submission of OTP, a 15-character Temporary Reference Number (TRN) will be generated and sent to the registered mobile number and e-mail Id.

- (iv) After that, the applicant should access the CBIC-GST taxpayer portal, with the Temporary Reference Number (TRN) as login and will be able to view the Taxpayer Dashboard.
- (v) The Taxpayer applicant who intends to register under Central Excise in respect of Tobacco & Tobacco products falling under Tariff Chapter 24 or for specified petroleum goods falling under Tariff Chapter 27, will file "A1 Form".
- (vi) Any person who is not a registered taxpayer but who is required to obtain a 15digit Non-Assessee Code which would enable him to make e-payment of any Central Excise dues (legacy or current period), will file "Non-Assessee Form".
- (vii) When a taxpayer Applicant completes submission of the application successfully, System response with Application Reference Number (ARN No.) will be generated.
- (viii) The application filed so by the taxpayer applicant, will go to the proper officer for verification and approval. Once approved the Registration Certificate bearing distinct Registration Number would be generated.
- (ix) After generation of RC, the applicant can login to the Portal with Central Excise Registration Number as Username and the temporary password communicated through email and mobile.
- (x) After change of initial password the tax payer can commence any online transactions with the department like e-filing of return, e-payment of taxes, etc. through the said CBIC Tax payer portal www.cbic-gst.gov.in.
- 4. The above procedure may be widely circulated to sensitize the officers and trade.

(S. Thirunavakkarasu) Additional Director General.

To

- 1. All the Pr. Chief Commissioner/ Chief Commissioners of GST Zones.
- 2. All the Pr. ADGs/ADG, DGGI/DGGST/DG(Audit)/DGT (TPS).
- 3. Principal Commissioner-Central Excise, CBIC
- 4. Commissioner-Service Tax, CBIC
- 5. Principal Commissioner, GST (Policy Wing), CBIC
- 6. The Principal Director General, Systems & Data Management, New Delhi.
- 7. All the Pr. Commissioners /Commissioners of Central Tax.
- 8. All the ADGs of DG Systems, New Delhi, Bengaluru & Kolkata.
- 9. All ACL Admn of Commissionerate / Division.

ADVISORY ON NEW CENTRAL EXCISE TAX PAYER REGISTRATION UNDER CBIC-GST TAX PAYER PORTAL

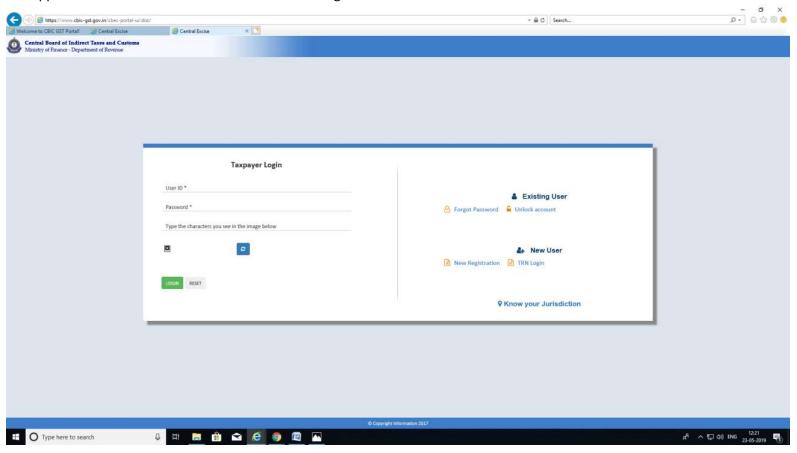
(CBIC-ACES-GST INTEGRATED APPLICATION)

Attention is drawn to the existing ACES Portal namely www.aces.gov.in, the tax payer portal for online functionalities under Central Excise and Service Tax. The functionalities of ACES have been migrated and integrated with CBIC-GST Application now and available for tax payers under the CBIC-GST portal namely www.cbic-gst.gov.in with effective 26th May 2019 vide. Central Excise Notification No.01/2019-CE(NT) dated 08.05.2019 read with Board's Circular No. 1069/2/2019/2019-CX dated 08.05.2019 issued in this regard.

The procedure for new tax payers to login and register under Central Excise is explained as follows:

1. The integrated CBIC Tax Payer portal for Central Excise, Service Tax and GST purpose is www.cbic-gst.gov.in Welcome to CBIC GST Portal! ← → C 6 6 ... ☆ III\ 🖽 i file:///F:/Delaer Portal/Go-live/index.html हिन्दी 🚠 Sitemap ₩ Help Ministry of Finance - Department of Revenue Central Board of Indirect Taxes and Customs TAX MARKET Goods and Services Tax About GST lotification to extend the due dates for furnishing FORM GSTR-1 and GSTR-3B for the month of April 2019 for registered persons in specified districts of Odisha issued. * THE ACES PORTAL IS DOWN FOI **GOODS & SERVICES TAX**(GST) The crucial piece in India's developmental strategy GST will give an impetus to the economy and facilitate trade & industry To boost "Make in India" campaign and India as a "Manufacturing hub" To boost investments & exports NATION Type here to search

- 2. New tax payer applicant will access the CBEC-GST tax payer portal namely the URL https://cbic-gst.gov.in and click on the link for "ACES(CE&ST)" on the Horizontal Menu Bar on the Top. The link leads to the ACES(CE &ST) Taxpayer login page.
- 3. The applicant needs to click the "New User" > "New Registration" icon as illustrated below:

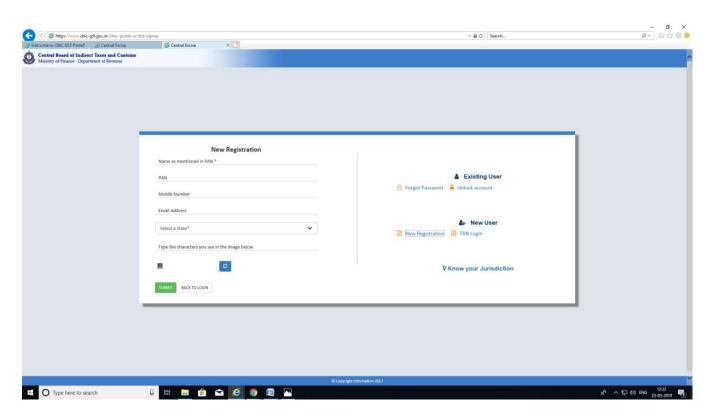


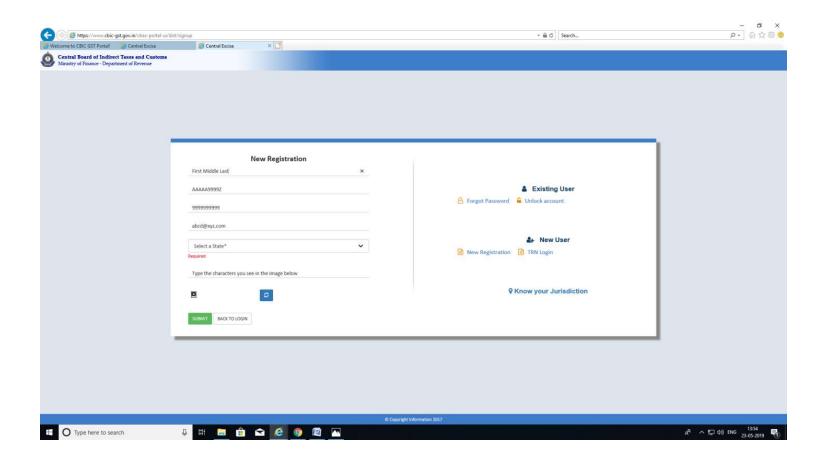
4. The following particulars are required to be entered by the new tax payer applicant:

- (i) Name as mentioned in PAN
- (ii) PAN

 Note: The business entity for which the Central Excise registration is applied for, is required to be a holder of valid Permanent Account number (PAN) under Income Tax.
- (iii) Mobile Number
- (iv) Email Address

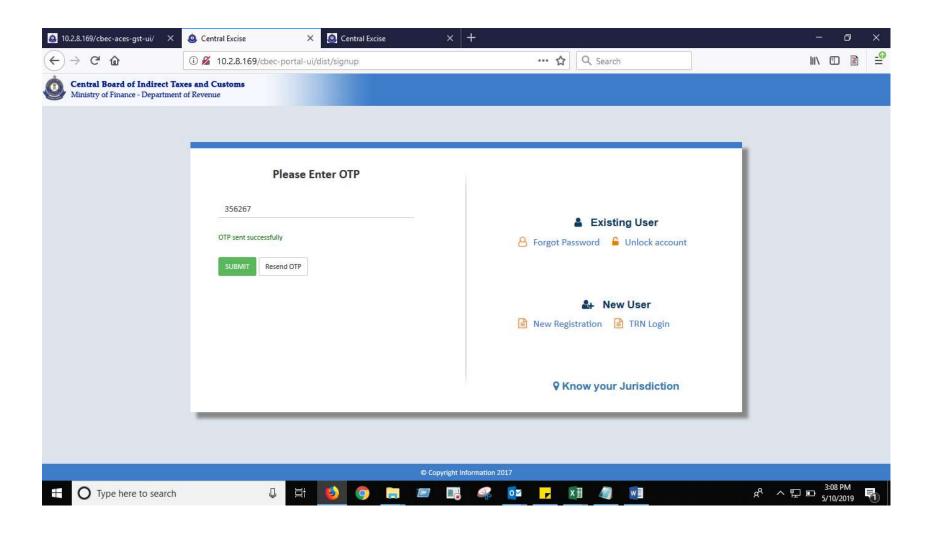
 Note: The One Time Password(OTP) and other communication will be sent to the above mobile number and email id.
- (v) State of location of the business premises
- (vi) CAPTCHA



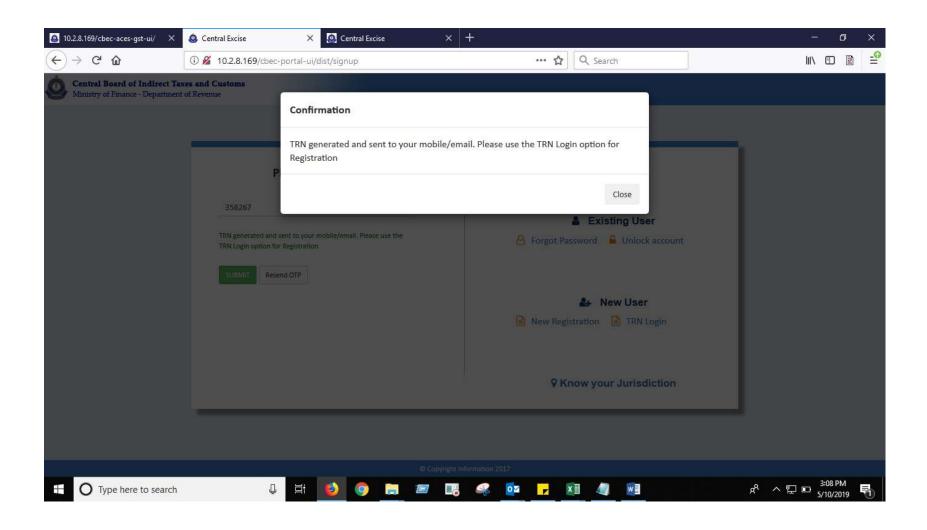


PAN details are validated online.

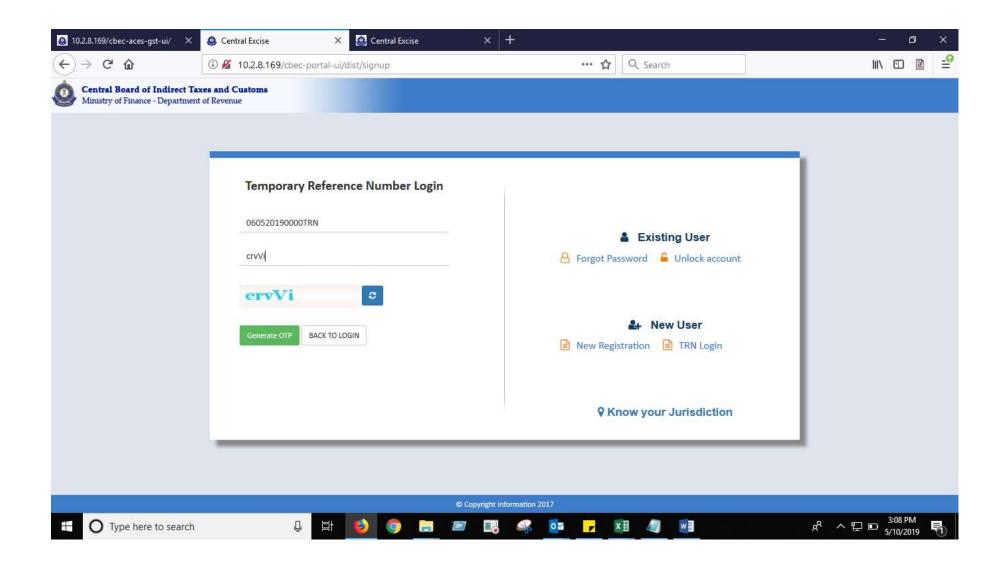
After the PAN details are validated successfully, an OTP will be generated and sent to the Mobile Number and e-mail Id provided by the applicant. The applicant is required to enter the OTP received.



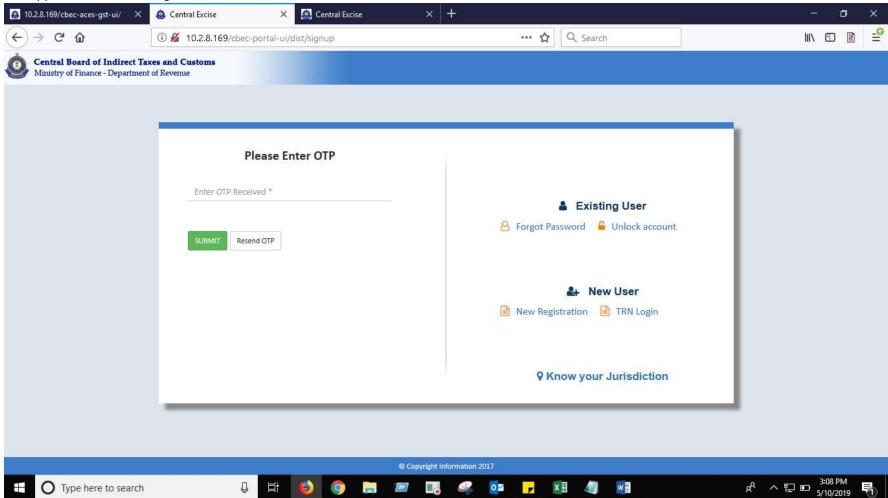
After submission of OTP, a 15-character Temporary Reference Number (TRN) will be generated and sent to the registered mobile number and email Id.

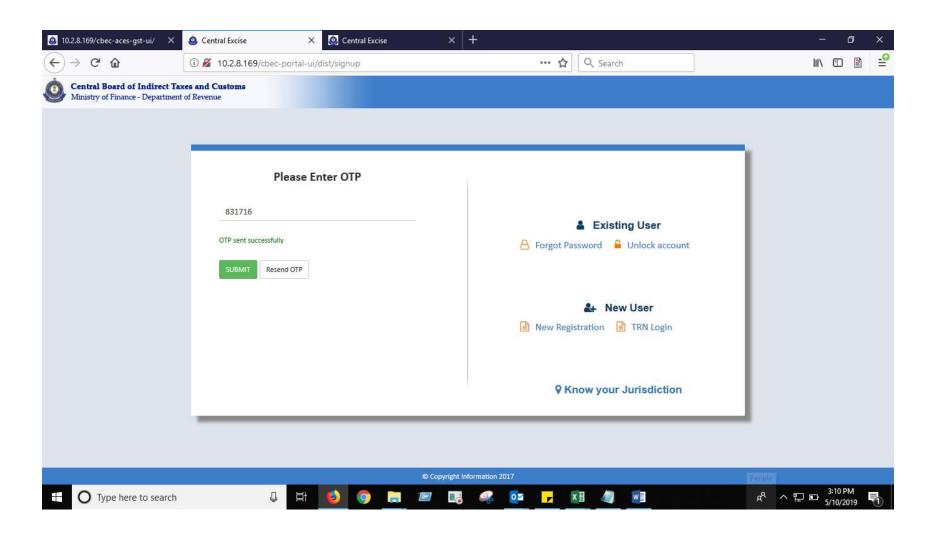


After that, the applicant should access the CBIC-GST tax payer portal, with the Temporary Reference Number (TRN) as login. An OTP will be generated and sent to the Mobile Number and e-mail Id provided by the applicant.

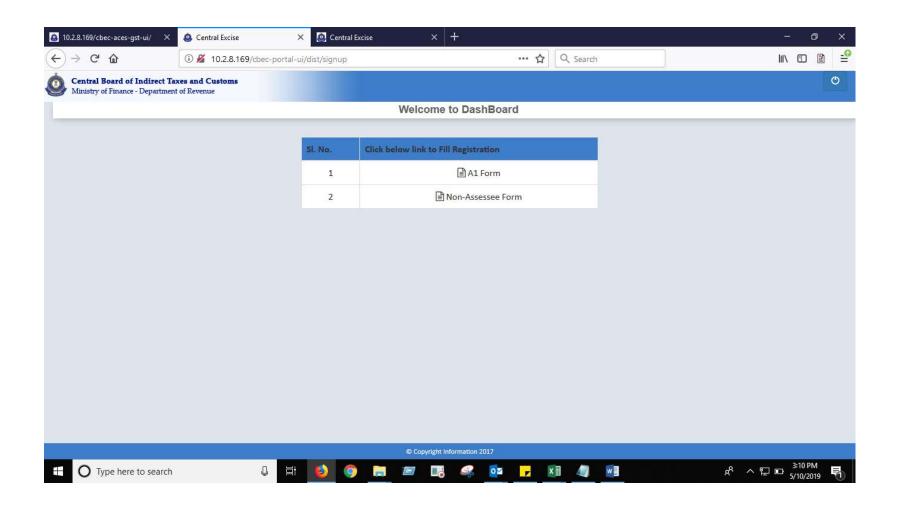


The applicant after entering the OTP should click the submit icon as below.





After successful submission, the applicant will be able to view the Tax payer Dashboard as illustrated below:



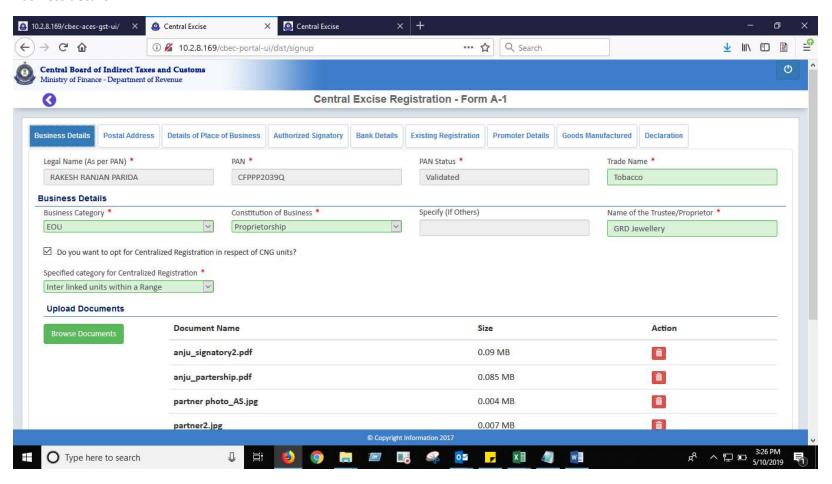
The Taxpayer applicant who intends to register under Central Excise in respect of Tobacco & Tobacco products falling under Tariff Chapter 24 and for specified petroleum goods falling under Tariff Chapter 27, will file "A1 Form".

Any person who is not a registered tax payer but who is required to obtain a 15-digit Non-Assessee Code which would enable him to make e-payment of any Central Excise dues (legacy or current period), will file "Non-Assessee Form".

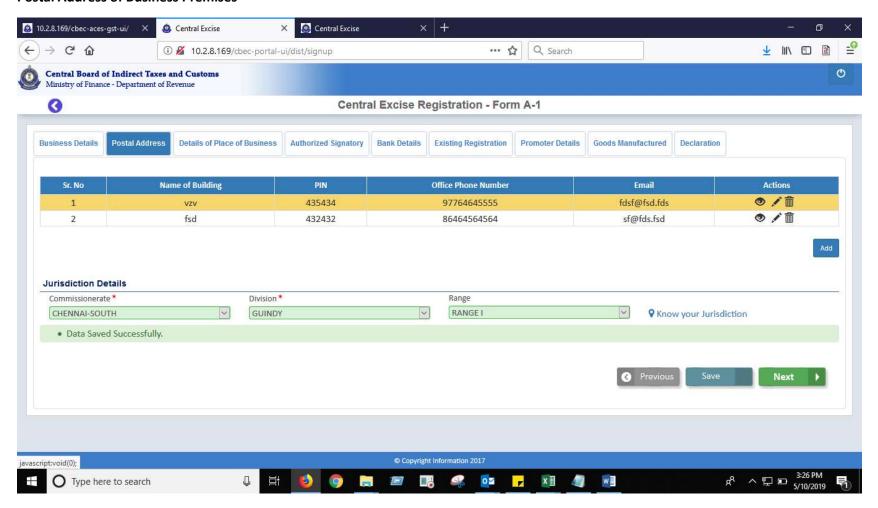
The applicant can click on the A1 Form and fill in the required details under each tab of the application form and upload relevant documents and submit the same to the Department. An overview of "A1 Form" is given below:

A1 Form has the following sections as distinct tabs.

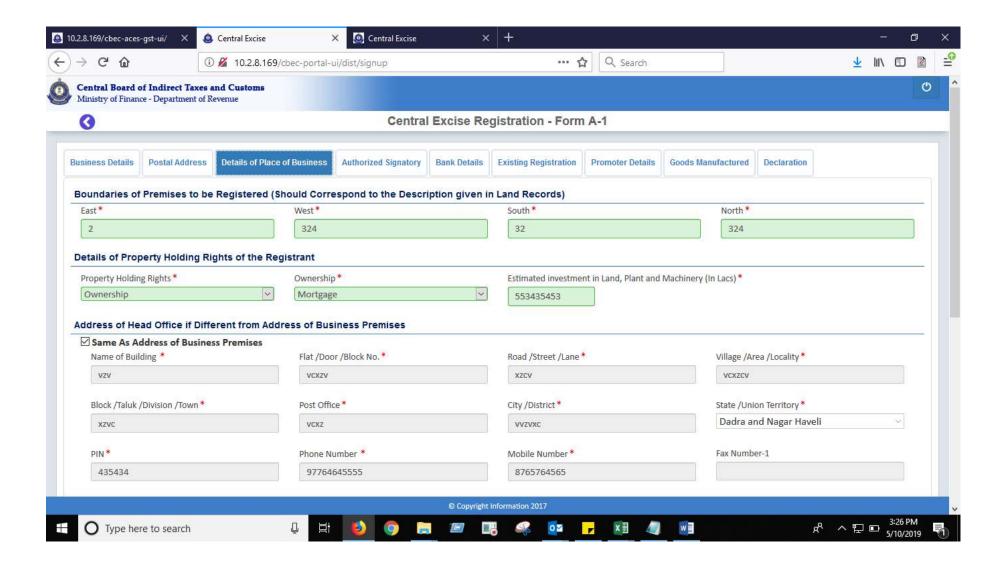
Business details

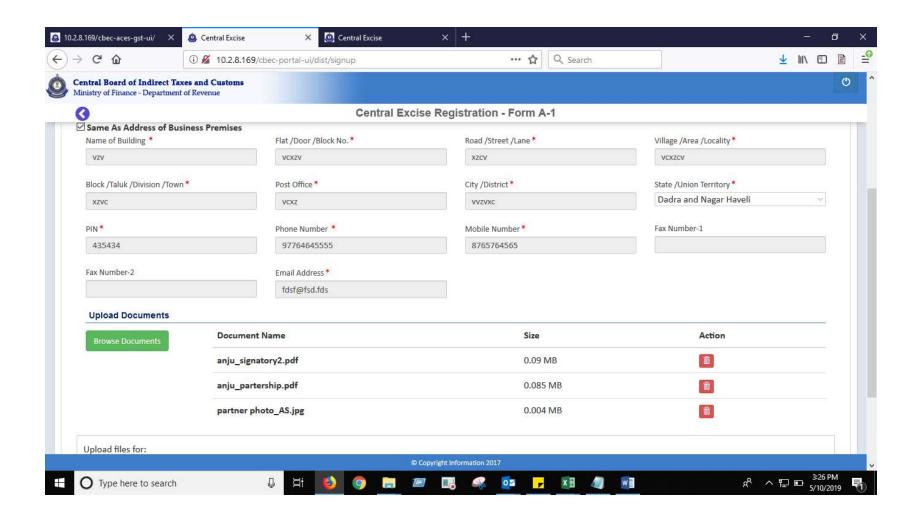


Postal Address of Business Premises

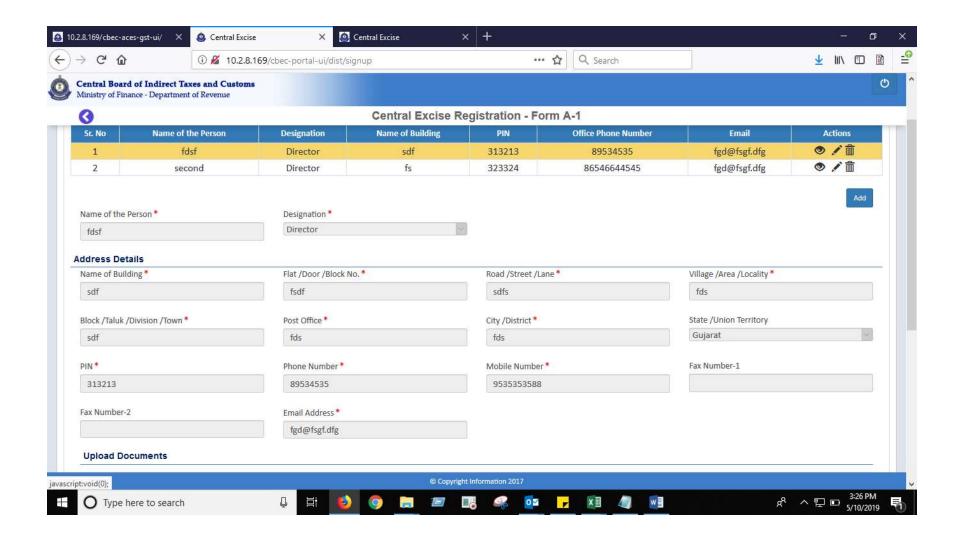


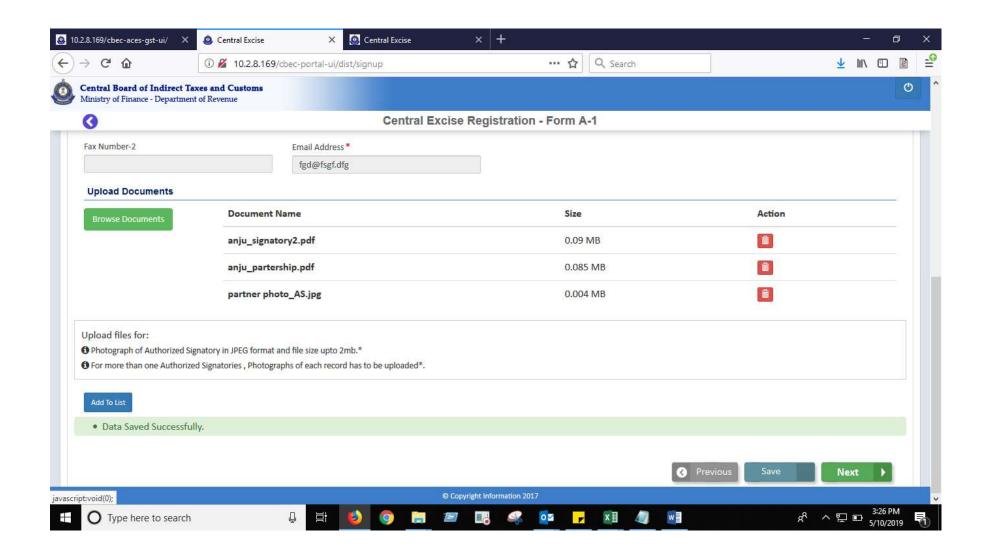
Details of Place of Business



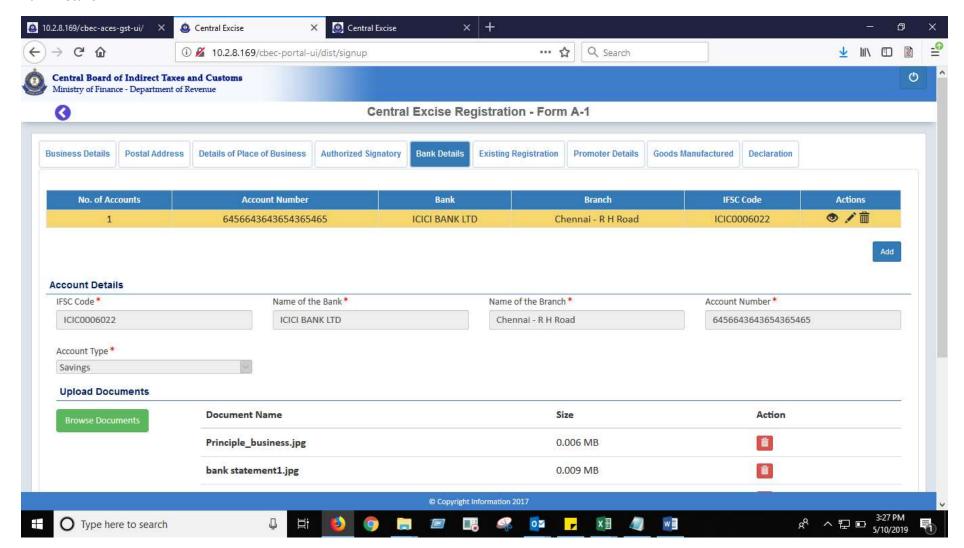


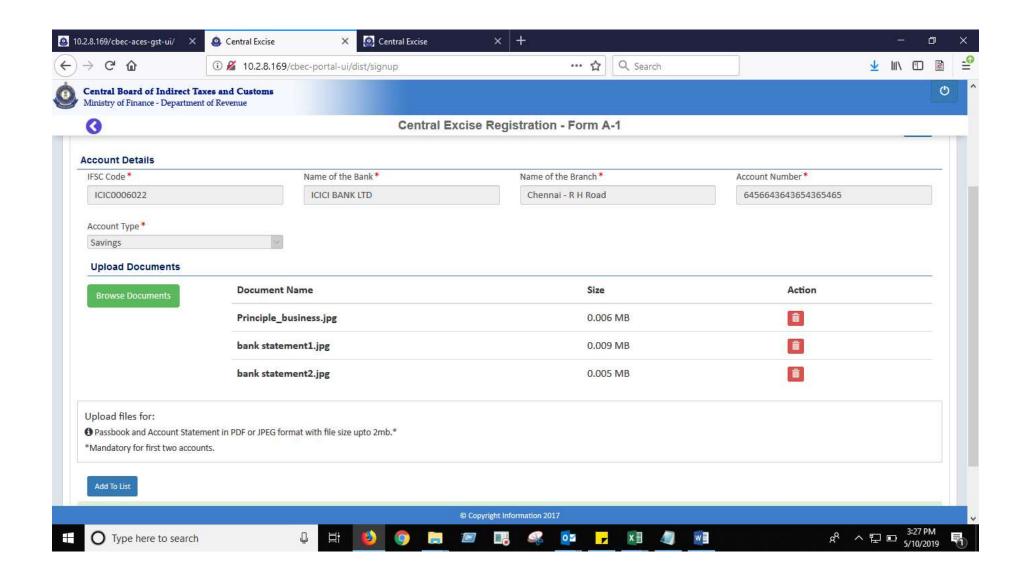
Authorized Signatory



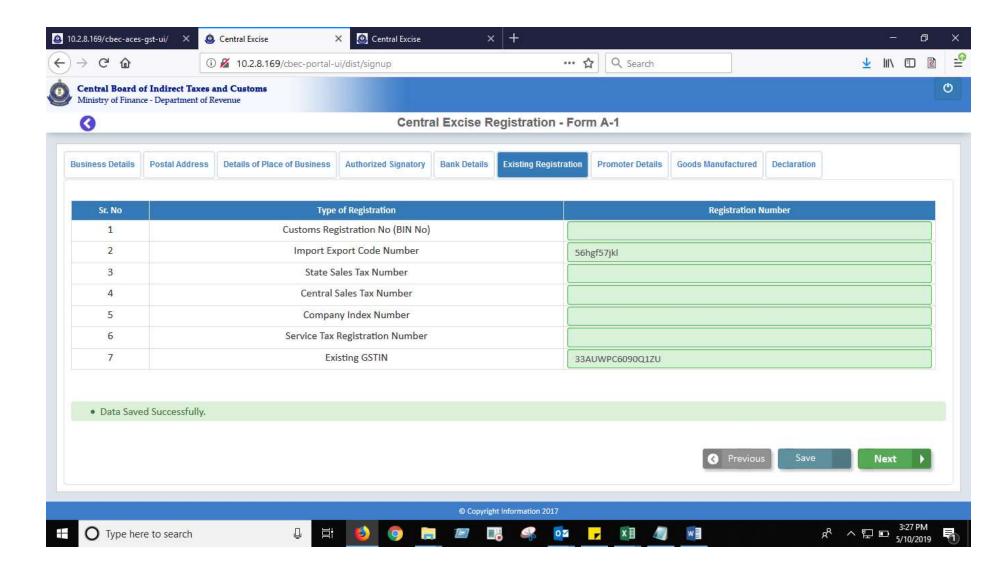


Bank Details

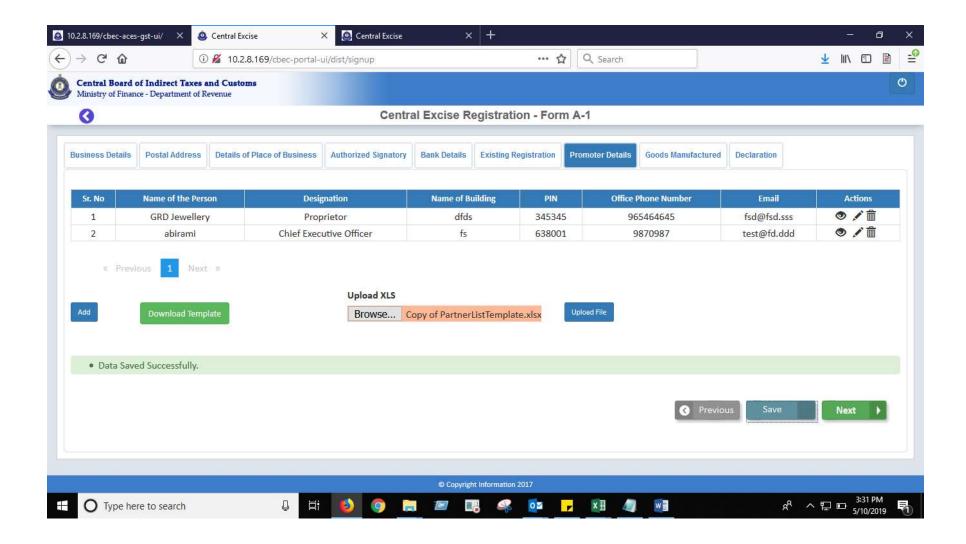




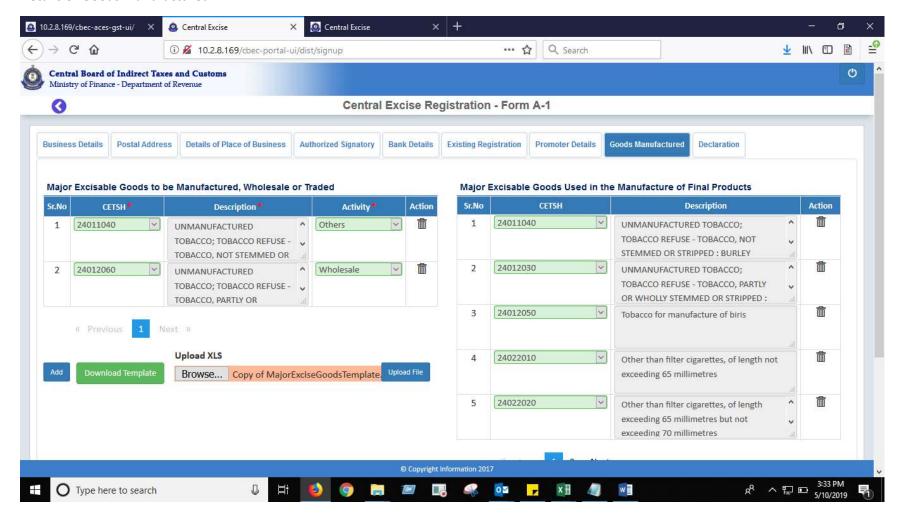
Details of Existing Registrations under various Statutory Authorities



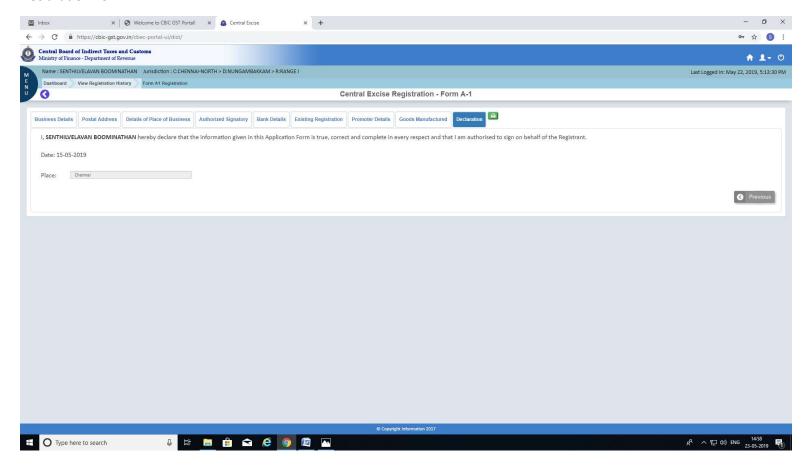
Details of Promoters/Directors, etc.



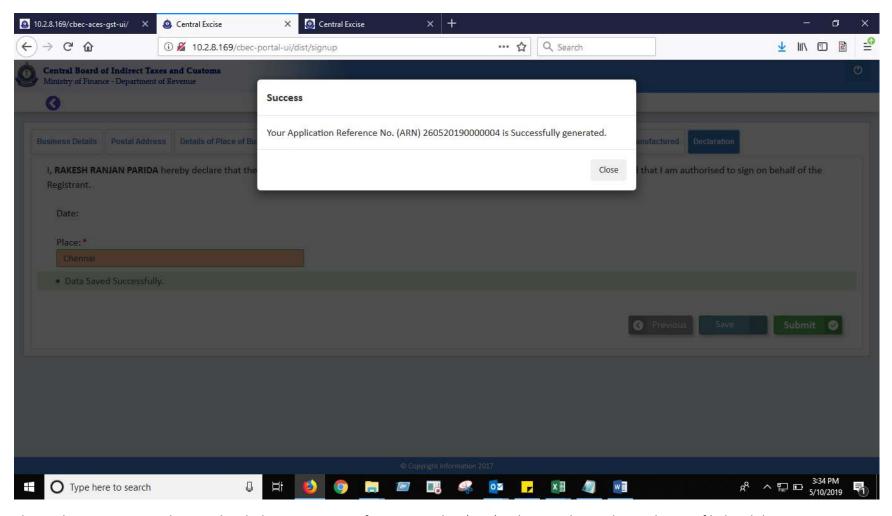
Details of Goods manufactured



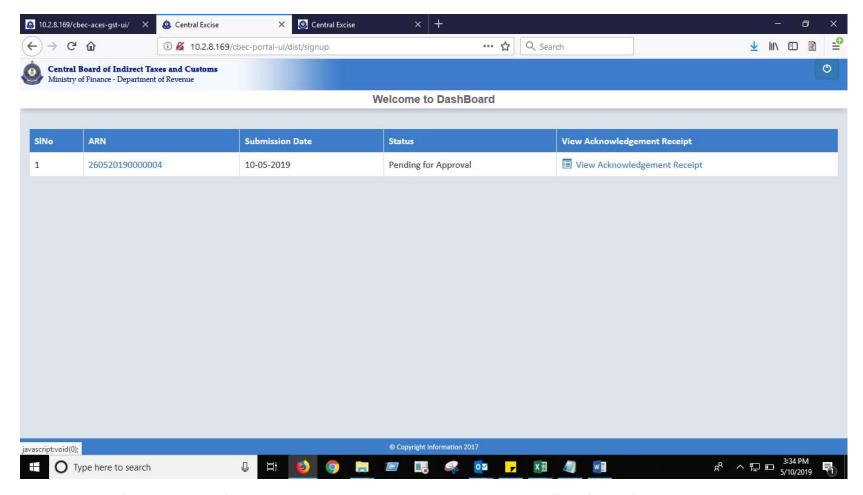
Declaration Form



On successful submission of the application, a System response with Application Reference Number (ARN No.) will be generated.



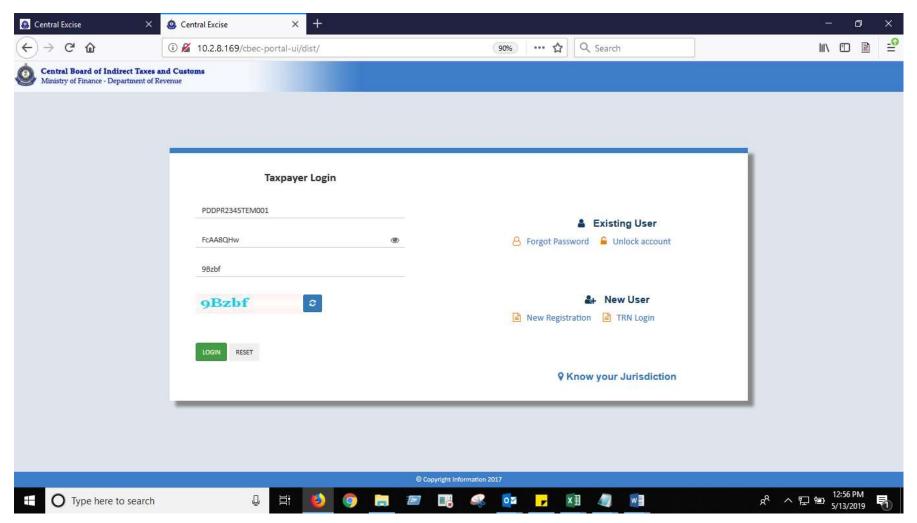
The applicant can access the portal with the Temporary Reference Number (TRN) as login and view the Application filed and the Acknowledgement Receipt generated, with reference to the cited ARN, on the Taxpayer dashboard.

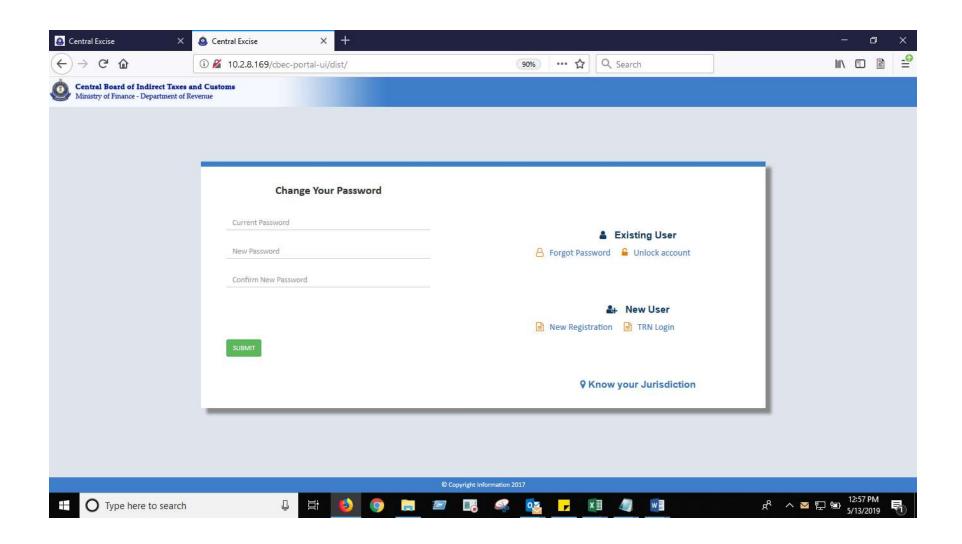


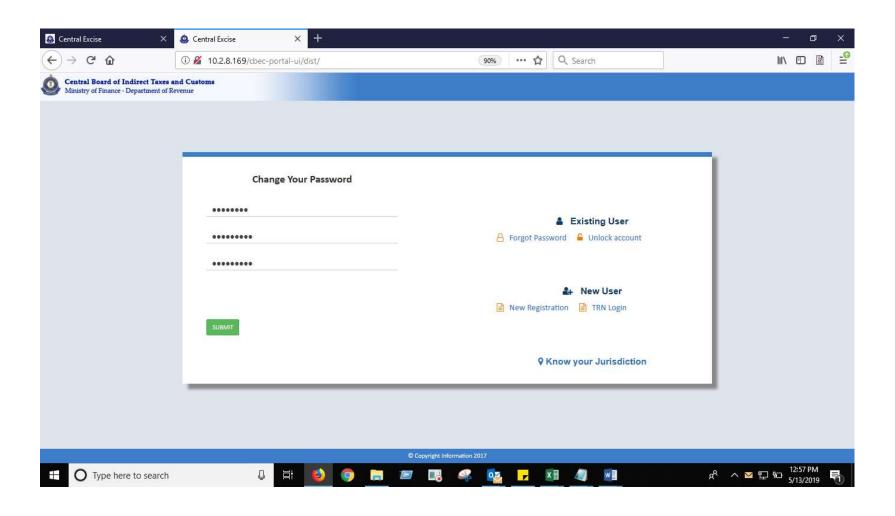
On submission of the application for registration, the application will go to the proper officer for verification and approval. Once approved the Registration Certificate bearing distinct Registration Number would be generated.

After generation of RC, the applicant can login to the Portal with Central Excise Registration Number as Username and the temporary password communicated through email and mobile.

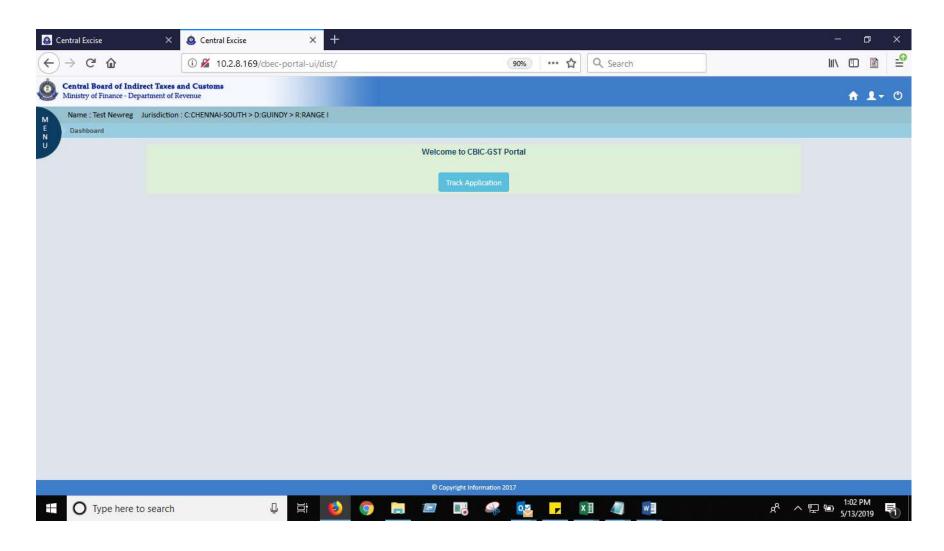
On first such login the applicant will have to change mandatorily the password as below:







Thereafter the tax payer is facilitated to pursue any online transactions like e-filing of return, e-payment of taxes, etc. through the said CBIC Tax payer portal www.cbic-gst.gov.in.



If the Taxpayer is facing any issue while accessing the CBIC GST portal or changing the Password, the Taxpayer can contact the **cbecmitra helpdesk** either through calling the toll free number-**18001200232** or through mail-cbecmitra.helpdesk@icegate.gov.in for resolution.