GOVERNMENT OF ASSAM
OFFICE OF THE COMMISSIONER OF TAXES :: ASSAM :: KAR BHAWAN
DISPUR, GUWAHATI.

(Circular No. 14/2012)


Sub: E-filing of details of vehicle/consignment by dealers.

Circular No. 16/2010 issued vide Memo No. CTMS-10/2008/259 dt. 8.9.2011 and

As per instructions given in Circulars under reference, registered and unregistered
transporters were directed to declare online the details of vehicle/consignment in advance before a
goods carrying vehicle reaches the Checkgate physically. Now, a number of dealers have
represented that they wish to declare details of vehicle/consignment online themselves rather than a
transporter/railway declaring the details. For the said purpose, necessary modification is made in
TIMS and therefore following procedure may be adopted for declaring online details of
vehicle/consignment by the dealers.

(1) In case of dealers who have already procured User-ID/Password for working
online, the dealers have to submit an application to the concerned Assistant Commissioners of
Taxes/Superintendents of Taxes for availing the facility of “online vehicle entry”. The concerned
Assistant Commissioners of Taxes/Superintendents of Taxes shall enable dealers profile to make
vehicle entry by editing dealers profile by allowing online vehicle entry option. Thereafter, option
for online vehicle entry will be available in dealers log-in through which dealer can make online
vehicle entry. In case of dealers who are yet to obtain User-ID/Password for working online, the
dealer has to submit an application to the concerned Assistant Commissioners of
Taxes/Superintendents of Taxes for availing the facility of online vehicle entry in addition to other
e-services. The Assistant Commissioners of Taxes/Superintendents of Taxes shall create dealer’s
profile and generate User-ID/Password and they shall handover printouts of the User-ID/Password to
the dealer to enable them to make online entries of vehicles.

All Assistant Commissioners of Taxes/Superintendents of Taxes are directed to
inform all dealers about the above arrangement.

The Officer-in-charge of the Checkgates are also directed to give wide publicity
about the system.

This instruction shall be mandatory with effect from 1.6.2012.

Sd/-
(Dr. J.B. Ekka),
Commissioner of Taxes, Assam,
Guwahati-6.

Memo No. CTS-81/2007/350-A
Copy to:-

Dated Dispur, the 18th May, 2012.

1. The Principal Secretary to the Government of Assam, Finance (Taxation)
   Department, Dispur, Guwahati-6 for favour of kind information.
2. The Addl. Commissioners of Taxes/Joint Commissioners of Taxes (All), Head Office
   for information.
3. The Deputy Commissioner of Taxes (All Zone) for information and necessary action.
4. The Assistant Commissioner of Taxes/Superintendent of Taxes (All Unit and Check
   Post) for information and necessary action.