

## E-PAYMENT OF EXCISE AND SERVICE TAXES

The Hon. Finance Minister has inaugurated the facility of enabling the payment of Central Excise and Service Taxes through Internet Banking Channels on 11.5.2005. Salient features of this facility are as under:

### Who can pay the tax through Internet:

The Customers can pay the Central Excise or Service tax provided, if he / she has a valid Assessee code allotted by the Commissionerate of Excise / Service Tax, and All our customers having Internet Banking facility having Login ID with “Login Password” and ‘Transaction Password’ (or RSA enabled users) can make Excise & Service Tax payment through the above e-Payment channel and no separate registration is required for availing this facility.

### How it works:

1. a). On our Bank’s Home Page ([www.syndicatebank.in](http://www.syndicatebank.in)) please click on

**‘Digital Banking Menu -> ‘eServices’ -> ‘Online Tax Payment’**

In the next screen, you can click on “E-Payment of Central Excise & Service Tax” and you will be re-directed to the website of CBEC

b) Alternatively you may visit CBEC web-site <https://cbec-easiest.gov.in/EST/> and click on ‘e-Payment’ existing at the top.

2 A detailed entry page will be displayed to you

a) On this page, enter 15 digit Assessee Code <sup>□</sup> Enter the characters that are visible. Then the system will check the validity of the entered Assessee Code and then displays the Assessee details.

b) Select the Accounting Code for which the tax is to be paid and then you can select ‘Syndicate Bank’ under Mode of Payment.

c) After entering all the above detail, click on PROCEED button. Now, system will display the contents you have entered in non-editable mode.

d) You can now verify the details entered by you. In case you have made a mistake in data entry, click on “EDIT” to correct the same. If all the details are correct, click on “SUBMIT TO BANK” button. You will be directed to the net-banking site provided by our Bank.

3 After successful submission of the above Challan details:

a) Our Bank’s Internet Banking Login Screen will be displayed. You can log in using the Internet Banking Login-ID and Login Password provided by the Bank.

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- b) Upon login, a screen will pop up wherein the details that are entered by you and passed from EASIEST website shall be displayed. Select the Account Number through which the tax to be paid. You can fill up the Tax Amount details against the Accounting Codes along with the total amount and click on 'Submit'.
- Here, the Balance in your Account after debiting the above tax amount will be displayed and you can confirm the same and if found correct, click on 'Confirm' to proceed. Then the system prompts to enter your 'Transaction Password' and 'One Time Password' (OTP) received on your registered Mobile Number OR enter Token number if RSA enabled user. After entering the same, you can click on 'Submit'.
- c) Your designated account then gets debited.
- d) The screen will immediately display a "Electronic Challan Counterfoil" containing the details of payment including Challan Identification Number, Bank through which payment is made etc. which can be printed / saved.

### **When can the payment be made:**

Payments can be made at any time - i.e. the facility will be available on 24x7 basis. However the tax will be accounted as received for the same day if paid before 8 PM and for the next calendar day if paid thereafter. However, the bank reserves the right to extend the cut off time depending on its needs or the requirements of the CBEC.

You may follow the procedure given below in-order to re-generate "Cyber Receipt".

Login to Syndicate Bank Internet Banking site -> Click on 'Reports' tab at the top -> Select the option 'Regenerate TAX Challan' on the left hand side -> Select Tax Type '**Excise/Service Tax Challan**' from the drop down list -> Enter 'From Date' and 'To Date' in the format dd/mm/yyyy (this step is optional) -> click on 'Search' to get the list of transactions done through that login id -> click on CIN Number of the concerned transaction in order to re-generate '**Cyber Receipt**'.

The Contact particulars for resolution of issues w.r.t. e-payment (made through our Bank):

E-mail id : [techoff.oltas@syndicatebank.co.in](mailto:techoff.oltas@syndicatebank.co.in)

Telephone No. : 080 - 22237741