

**Renewal Of Order under Rule 23 of the rules made by the Govt. of Bihar/Jharkhand under S. 10 of the N.D.P.S Act, 1985 authorizing an practionner in managing or supervising charge of a hospital or dispensary to possess, import interstate into Bihar & transport Narcotics Drugs ( Form-N.D.5)**

Steps	Verification	Documents/Information Needed At The Time Of Application	Time-Lines	Contact Person
Applicant Should Fill The Attached Form With Relevant Documents				Deputy Commissioner Of Concerned District
Fill the required details by the Applicant		<ul style="list-style-type: none"> <li>❖ Name Of Applicant &amp; Attested Photo.</li> <li>❖ Father's Name of the applicant</li> <li>❖ Local Address Of Applicant with address proof.</li> <li>❖ Permanent address of applicant with proof.</li> <li>❖ E.mail Address.</li> <li>❖ Date of birth of Applicant with proof.</li> <li>❖ Name of style of business.</li> <li>❖ Up to date Drug licence.</li> <li>❖ Whether applicant is income tax assessee or not..</li> <li>❖ Name of Proposed area of the district where applicant wants to set up the Use &amp; Storage of Denatured Spirit Godown &amp; factory.</li> <li>❖ Applicant must give declaration that he is ready to pay the annual license fee in advance.</li> </ul>		Deputy Commissioner Of Concerned District
Documents required with Application for Granting Of Licence.		<p align="center"><b><u>In case Of Company</u></b></p> <ul style="list-style-type: none"> <li>➤ General Power of Attorney to the applicant by the Authorized director of Board to the Applicant for Excise Purpose.</li> <li>➤ (In case of Hospital, Chemist &amp; manufacturer etc.</li> </ul>		

		<p>Authorized Signatory can declare the representative merely for Excise dealings.)</p> <ul style="list-style-type: none"> <li>➤ Certificate issued by Company Registrar regarding Company not in liquidation.</li> <li>➤ Income Tax Return of Company (Previous years)</li> <li>➤ Affidavit regarding no dues of excise or any other Government Department.</li> <li>➤ Affidavit regarding company not black listed in any state.</li> <li>➤ (Drug license and list of Drugs provided by Drug Controller.)</li> <li>➤ Affidavit regarding applicant Company or applicant has not punished under N.D.P.S., Excise Act, Molasses Act, I.P.C. or any Criminal Act</li> <li>➤ Current GST Return file</li> <li>➤ DRUG LICENSE AND LIST OF DRUGS PROVIDED BY DRUG CONTROLLER</li> </ul> <p><b><u>Incase Of Partnership Firm</u></b></p> <ul style="list-style-type: none"> <li>➤ General Power of Attorney to the applicant by the Partners to the applicant for excise purpose.</li> <li>➤ Income Tax Return of Partnership Firm (Previous year) .</li> <li>➤ Declaration Of Firm's Partner that who will represent in Excise Department.</li> <li>➤ Affidavit regarding no dues of excise or any other Government Department.</li> <li>➤ Affidavit regarding applicant partnership firm</li> </ul>		
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Application Should be submitted at D.C. Office with all document mentioned for grant of licence				D.C. Of concerned District.
D.C. will verify the required documents			<b>5 working days</b>	D.C. Of concerned District.
D.C. will submit detail report to commissioner with their recommendation				D.C. Of concerned District.

After getting the sanction letter D.C. after deposit of license fee issue the Licence to the concerned and intimate it with e-mail and Applicant can collect the licences from District Excise Office.				D.C. & District Excise Officer.
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