

# **Bill of Entry (BE) Amendment**

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**On**

**ICEGATE 2.0**

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**USER MANUAL**

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**Version 1.03**

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## 1 Getting Started

Welcome to the user manual for ICEGATE, which enables the filing of an Amendment of Bill of Entry (BE) using the Web Forms functionality. This manual provides a detailed overview of all the features included in this functionality.

## 2 Brief about user guide

This user manual provides step-by-step illustrations of all the functionalities that are incorporated in the filing of the Amendment of the Bill of Entry (BE) using Web forms. The manual comes with pictorial representation, which enables users to get a complete grasp on the subject and avail maximal benefit in a very subtle way.

## 3 Overview

In addition to the existing modes of filing statutory forms, ICEGATE has introduced a 'Web Forms' facility wherein statutory documents such as type of Amendment of Bill of Entry (BE) using Web Forms can be filed directly by filling in required inputs on the portal.

Users will be able to save partially filled forms on the portal for completing later. At any stage, the form can also be downloaded on the computer as a file that can later be uploaded, completed, and submitted.

## 4 Abbreviations

Sl. No.	Term/Acronym	Description
1.	BE	Bill of Entry
2.	SEZ	Special Economic Zone
3.	CBIC	Central Board of Indirect Taxes and Customs
4.	CHA	Customs House Agent also known as Customs Broker
5.	DRN	Document Reference Number
6.	DSC	Digital Signature Certificate
7.	e-Sanchit	e-Storage and Computerized Handling of Indirect Tax Documents
8.	GUI	Graphical User Interface
9.	HAWB	House Air Way Bill
10.	HBL	House Bill of Lading
11.	ICD	Inland Container Depots
12.	IGM	Import General Manifest
13.	IEC	Importer Exporter Code
14.	ICEGATE	Indian Customs E-Commerce/Electronic Data Interchange (EC/EDI) Gateway
15.	IRN	Image Reference Number

## 5 How to Open BE Amendment Web Form

Follow the below steps to open a BE amendment web form:

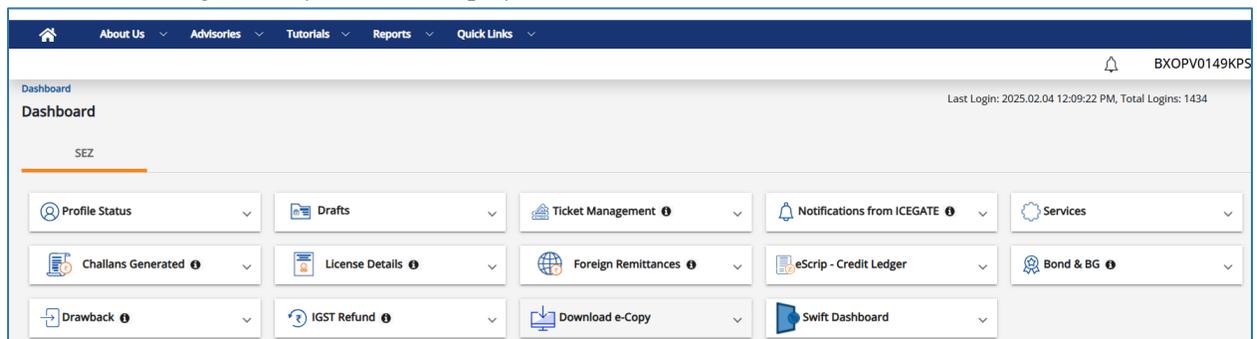
### ➤ Step-1

The user can access 'Web forms' functionality from the ICEGATE dashboard by providing their ICEGATE ID and Password and clicking on *the Login* button. In such a case, the 'User Type' that needs to be selected shall be 'ICEGATE User'.



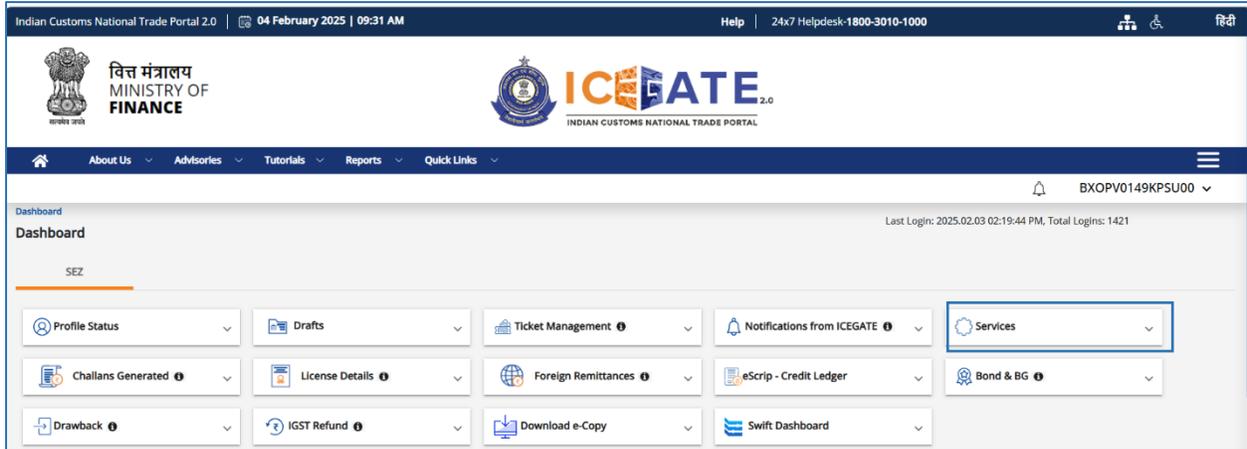
### Step-2

On successful login, the system will display the dashboard screen as follows-



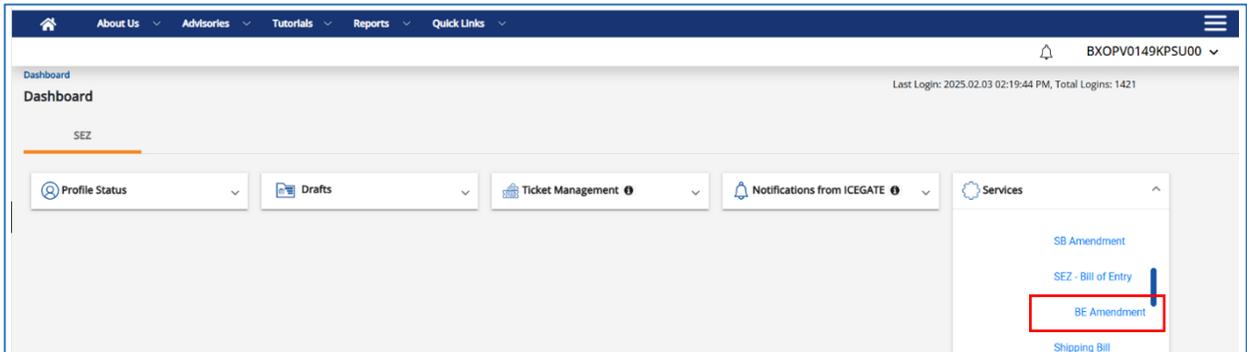
➤ **Step-3**

Go to the **Services Widget** and select **Electronic Filling >> Webforms** and click on the **BE Amendment** link. Screen display will be as follows-



**Step-4**

When clicking '**BE Amendment**,' the system displays the form for amending the BE. This form is used by an Importer who intends to amend the BE. The importer has to specify segment-wise details, as shown in the next section.

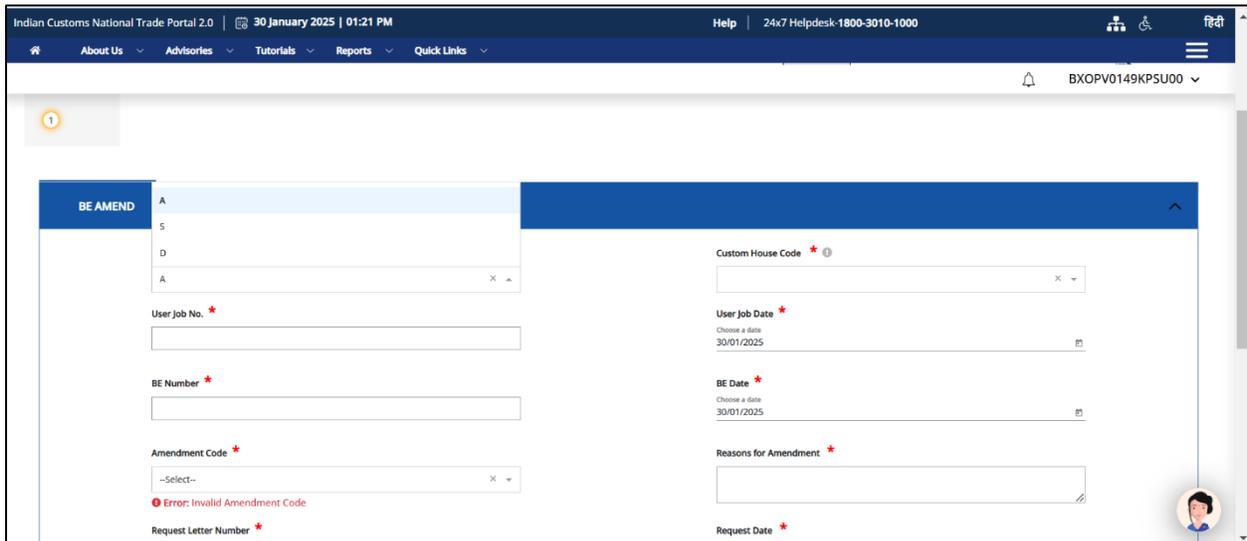


## 6 The Amendment Message types

The amendments can be carried out based on the three message types:

1. A – Amendment
  - a. The user can make necessary changes to the existing BE after successfully changing the required fields.
2. S – Supplement
  - a. The user can add supplementary documents to an existing application to aid the application.
3. D – Deletion
  - a. The user can delete incorrect entries to amend the application.

The screen shot of the above three message types is shared below:



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BXOPV0149KPSU00

**BE AMEND**

A  
S  
D  
A

User Job No. \*

BE Number \*

Amendment Code \*  
-Select-  
**Error: Invalid Amendment Code**

Request Letter Number \*

Custom House Code \*

User Job Date \*  
Choose a date  
30/01/2025

BE Date \*  
Choose a date  
30/01/2025

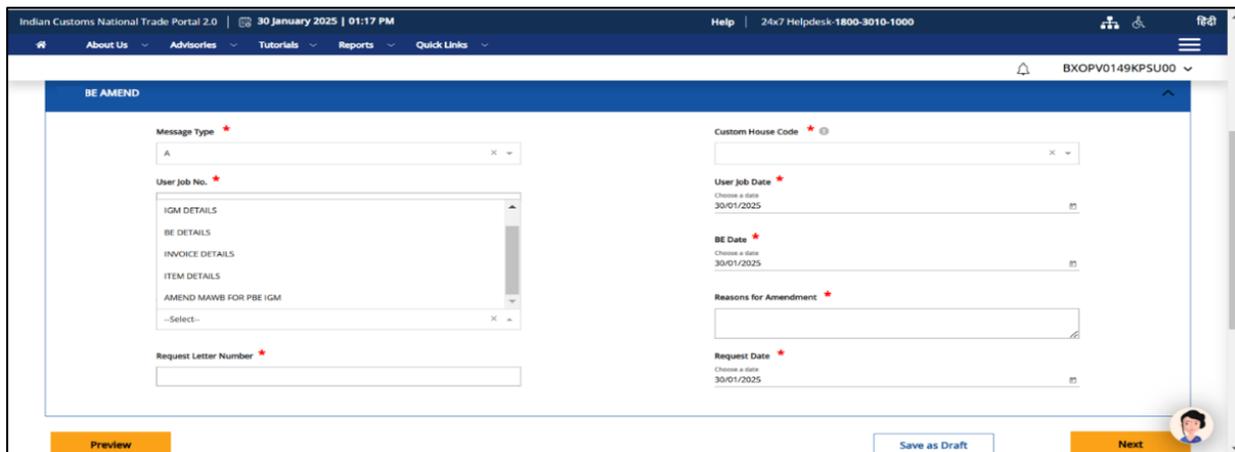
Reasons for Amendment \*

Request Date \*

## 6.1.1 Amendment Message Type “A”

If user selects message type ‘A’, the following amendment segments/types will be made available to him under the heading ‘Amendment Code’:

1. BE details amendment
2. IGM details amendment
3. Invoice details amendment
4. Item details amendment
5. Amendment of MAWB for prior BE IGM



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Message Type: A

User Job No. (Expanded): IGM DETAILS, BE DETAILS, INVOICE DETAILS, ITEM DETAILS, AMEND MAWB FOR PBE IGM

Request Letter Number: [Empty]

Custom House Code: [Empty]

User Job Date: 30/01/2025

BE Date: 30/01/2025

Reasons for Amendment: [Empty]

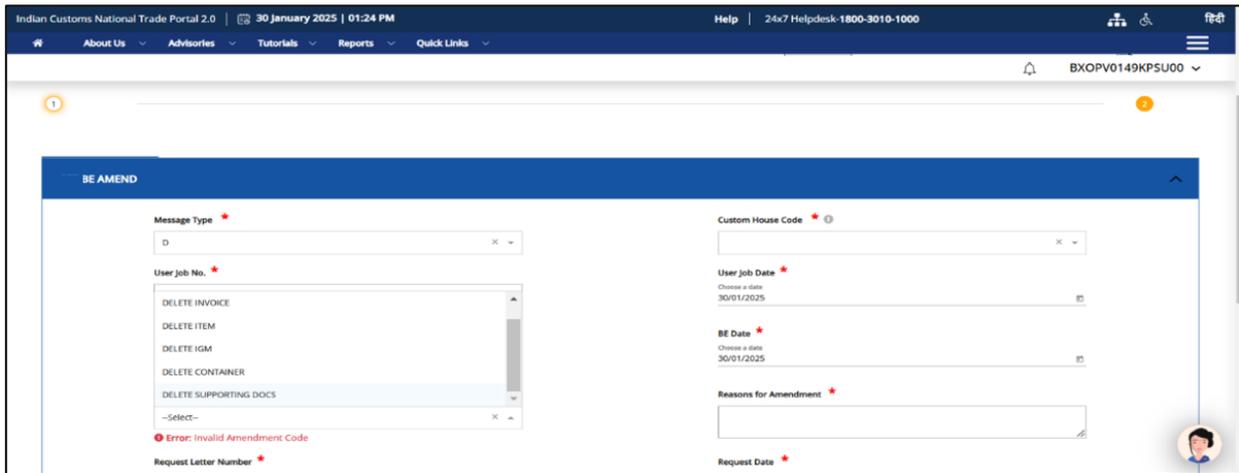
Request Date: 30/01/2025

Buttons: Preview, Save as Draft, Next

## 6.1.2 Amendment Message Type “D”

If user selects message type ‘D’, the following amendment segments/types will be made available to him under the heading ‘Amendment Code’ –

1. Delete Container details
2. Delete IGM details
3. Delete Invoice details
4. Delete Item details
5. Delete Supporting documents

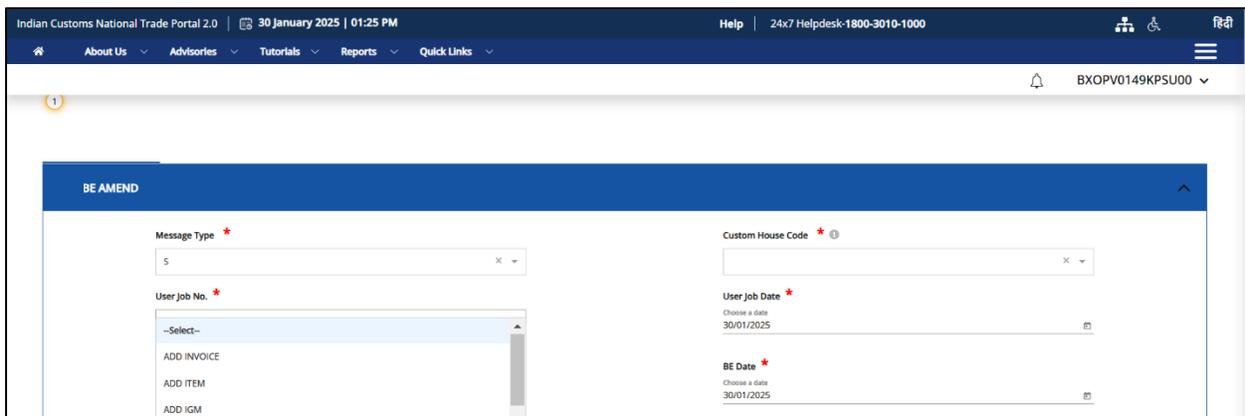


The screenshot shows the 'BE AMEND' form in the Indian Customs National Trade Portal. The 'Message Type' dropdown is set to 'D'. The 'User Job No.' dropdown is open, showing options: DELETE INVOICE, DELETE ITEM, DELETE IGM, DELETE CONTAINER, DELETE SUPPORTING DOCS, and --Select--. The 'DELETE SUPPORTING DOCS' option is selected. Below the dropdowns, an error message reads: 'Error: Invalid Amendment Code'. Other fields include 'Custom House Code', 'User Job Date' (30/01/2025), 'BE Date' (30/01/2025), 'Reasons for Amendment', and 'Request Date'. The 'Request Letter Number' field is also visible.

### 6.1.3 Amendment Message Type “S” –

If user selects message type ‘S’, the following amendment segments/types will be made available to him under the heading ‘Amendment Code’:

1. Add Container details
2. Add IGM details
3. Add Invoice details
4. Add Item details
5. Add Supporting documents
6. Add Declaration Statement



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**BE AMEND**

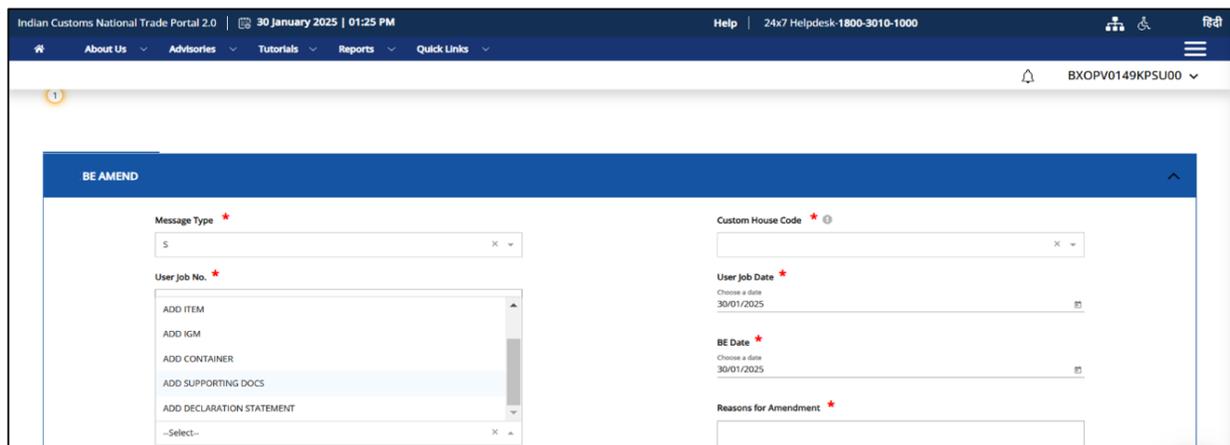
Message Type \*

Custom House Code \*

User Job No. \*   
 --Select--  
 ADD INVOICE  
 ADD ITEM  
 ADD IGM

User Job Date \*   
 Choose a date  
 30/01/2025

BE Date \*   
 Choose a date  
 30/01/2025



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BXOPV0149KPSU00

**BE AMEND**

Message Type \*

Custom House Code \*

User Job No. \*   
 ADD ITEM  
 ADD IGM  
 ADD CONTAINER  
 ADD SUPPORTING DOCS  
 ADD DECLARATION STATEMENT  
 --Select--

User Job Date \*   
 Choose a date  
 30/01/2025

BE Date \*   
 Choose a date  
 30/01/2025

Reasons for Amendment \*

The user must fill all the mandatory fields highlighted with the asterisk (\*).

## 7 The BE Amendment Parameters

Once message type (A/ S/ D) and amendment code are selected by the user, he can proceed to change the values in the BE segments.

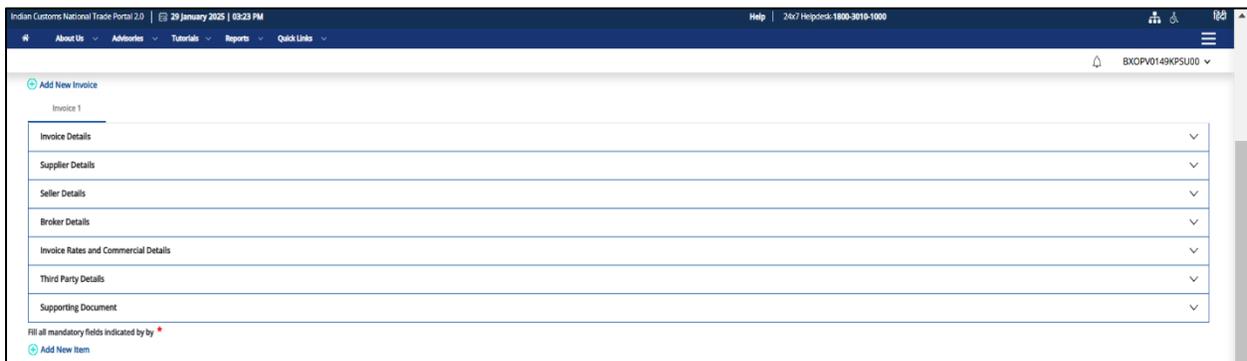
User can change the

1. Invoice details
2. Item details
3. Single Window

The details captured in the above-mentioned segments are shown below

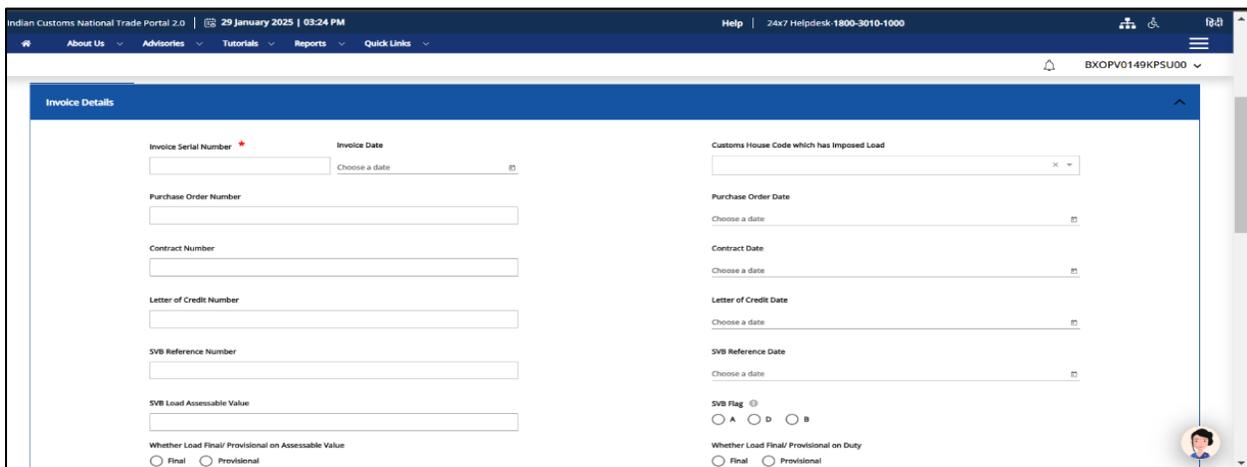
### 7.1 Invoice

The Invoice section contains the below mentioned tabs which need to be filled by the user



The screenshots for the individual entries of the Invoice menu are shared below:

#### 7.1.1 Invoice details



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SVB Reference Number <input type="text"/>	SVB Reference Date Choose a date <input type="text"/>
SVB Load Assessable Value <input type="text"/>	SVB Flag <input type="radio"/> A <input type="radio"/> D <input type="radio"/> B
Whether Load Final/ Provisional on Assessable Value <input type="radio"/> Final <input type="radio"/> Provisional	Whether Load Final/ Provisional on Duty <input type="radio"/> Final <input type="radio"/> Provisional
SVB Load on Duty <input type="text"/>	

The user must fill all the mandatory fields highlighted with the asterisk (\*).

### 7.1.2 Supplier details

Supplier Details

Supplier Name <input type="text"/>	Supplier Country Name <input type="text"/>
Supplier Address 1 <input type="text"/>	Supplier Address 2 <input type="text"/>
Supplier Address 3 <input type="text"/>	Pin <input type="text"/>

The user must fill all the mandatory fields highlighted with the asterisk (\*).

### 7.1.3 Seller and Broker Details

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**Seller Details**

Seller Name <input type="text"/>	Seller Country Name <input type="text"/>
Seller Address 1 <input type="text"/>	Seller Address 2 <input type="text"/>
Seller Address 3 <input type="text"/>	Pin <input type="text"/>

**Broker Details**

Broker Name <input type="text"/>	Broker Country Name <input type="text"/>
Broker Address 1 <input type="text"/>	Broker Address 2 <input type="text"/>
Broker Address 3 <input type="text"/>	Pin <input type="text"/>

The user must fill all the mandatory fields highlighted with the asterisk (\*).

## 7.1.4 Invoice rates and Commercial details

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### Invoice Rates and Commercial Details

Invoice Value <input type="text"/>	Terms of Invoice <input type="text"/>
Invoice Currency <input type="text"/>	Nature of Discount <input type="text"/>
Discount Rate <input type="text"/>	High Sea Sale Load Rate <input type="text"/>
Discount Amount <input type="text"/>	Freight Value <input type="text"/>
High Sea Sale Load Amount <input type="text"/>	Freight Rate in % <input type="text"/>
Whether Freight Rate is Actual? <input type="radio"/> Yes <input type="radio"/> No	Freight Currency <input type="text"/>
Insurance Rate <input type="text"/>	Insurance Value <input type="text"/>
Insurance Currency <input type="text"/>	Miscellaneous Charges <input type="text"/>
Misc. Charges as Rate % <input type="text"/>	Miscellaneous Currency <input type="text"/>
Landing Rate <input type="text"/>	Loading Charges <input type="text"/>
Loading Rate <input type="text"/>	Loading Currency <input type="text"/>
Agency Commission <input type="text"/>	Agency Comm. Currency <input type="text"/>
<input type="text"/>	Agency Comm. Rate <input type="text"/>

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Misc. Charges as Rate % <input type="text"/>	Landing Rate <input type="text"/>	Loading Charges <input type="text"/>	Loading Currency <input type="text"/>
Loading Rate <input type="text"/>	Agency Commission <input type="text"/>	Agency Comm. Currency <input type="text"/>	Agency Comm. Rate <input type="text"/>
Nature of Transaction <input type="text"/>	Payment Terms <input type="text"/>	Conditions Attached with Sale 1 <input type="text"/>	Conditions Attached with Sale 2 <input type="text"/>
Conditions Attached with Sale 3 <input type="text"/>	Conditions Attached with Sale 4 <input type="text"/>	Valuation method applicable <input type="text"/>	Other Relevant Information <input type="text"/>
Conditions Attached with Sale 5 <input type="text"/>	Actual Invoice Number <input type="text"/>	<input type="text"/>	<input type="text"/>
Terms Place <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

The user must fill all the mandatory fields highlighted with the asterisk (\*).

## 7.1.5 Third Party details

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### Third Party Details

Third Party Name *	Third Party Address 1 *
<input type="text"/>	<input type="text"/>
Third Party Address 2	Third Party City
<input type="text"/>	<input type="text"/>
Third Party Country Sub. Division	Third Party Country Code
<input type="text"/>	<input type="text"/>
Authorized Economic Operator code	Third Party Pin
<input type="text"/>	<input type="text"/>
Authorized Economic Operator Role	Authorized Economic Operator Country
<input type="text"/>	<input type="text"/>
	Whether Buyer or Seller related
	<input type="radio"/> Yes <input type="radio"/> No

The user must fill all the mandatory fields highlighted with the asterisk (\*).

## 7.1.6 Supporting Document

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### Supporting Document

Document 1

Is this Document Applicable to all Invoices?  
 Yes  No

Declaration Type *	CHA License Number	IEC
<input type="text"/>	<input type="text"/>	<input type="text"/>
ICEGATE User ID	Image Reference Number	Document Type Code
BXOPV0149KPSU00	<input type="text"/>	--Select--
Document Issuing Party Code	Document Issue Party Name	Document Issuing Party Name Address1
<input type="text"/>	<input type="text"/>	<input type="text"/>
Document Issuing Party Name Address2	Document Issuing Party Name City	Document Issuing Party Name Pin
<input type="text"/>	<input type="text"/>	<input type="text"/>
Document Reference Number	Place of Issue	Document Issue Date
<input type="text"/>	<input type="text"/>	dd/mm/yyyy
Document Expiry Date	Document Beneficiary Party Code	Document Beneficiary Party Name
dd/mm/yyyy	<input type="text"/>	<input type="text"/>
Document Beneficiary Party Name Address1	Document Beneficiary Party Name Address2	Document Beneficiary Party Name City
<input type="text"/>	<input type="text"/>	<input type="text"/>
Document Beneficiary Party Name pin	File Type	
<input type="text"/>	PDF	

Supporting documents upload Only PDF Files are allowed and max size will be 1.5 MB

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If you have a digitally signed file click upload. If not, please click on 'Sign File' to digitally sign your file

The user must fill all the mandatory fields highlighted with the asterisk (\*).

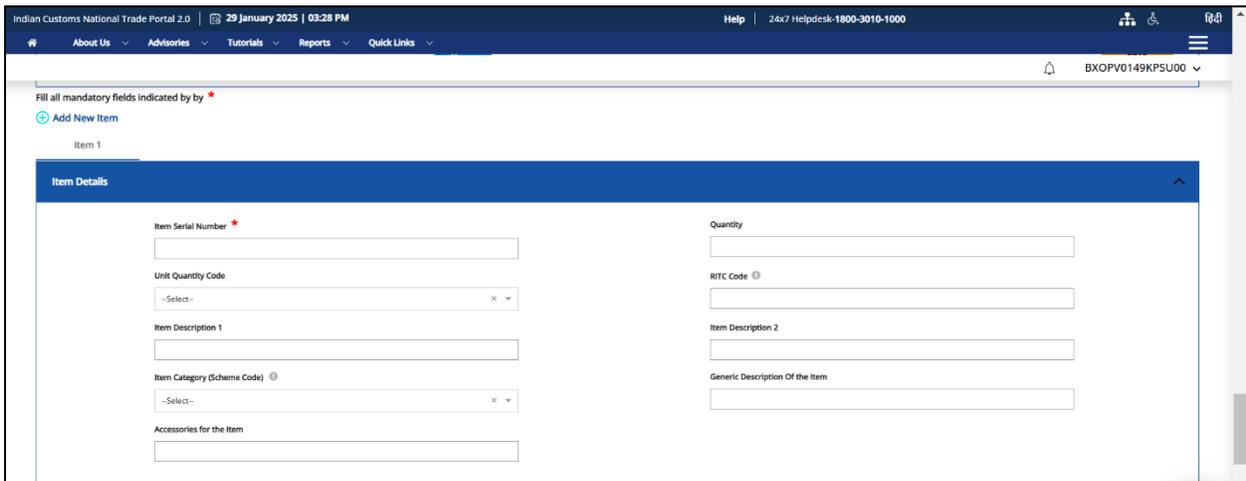
## 7.2 List of Items

The User needs to input below details in the Item section.

Item 1	
Item Details	▼
Product Details	▼
Notification Details	▼
Price Details	▼
Manufacture Details	▼
Supporting Document	▼

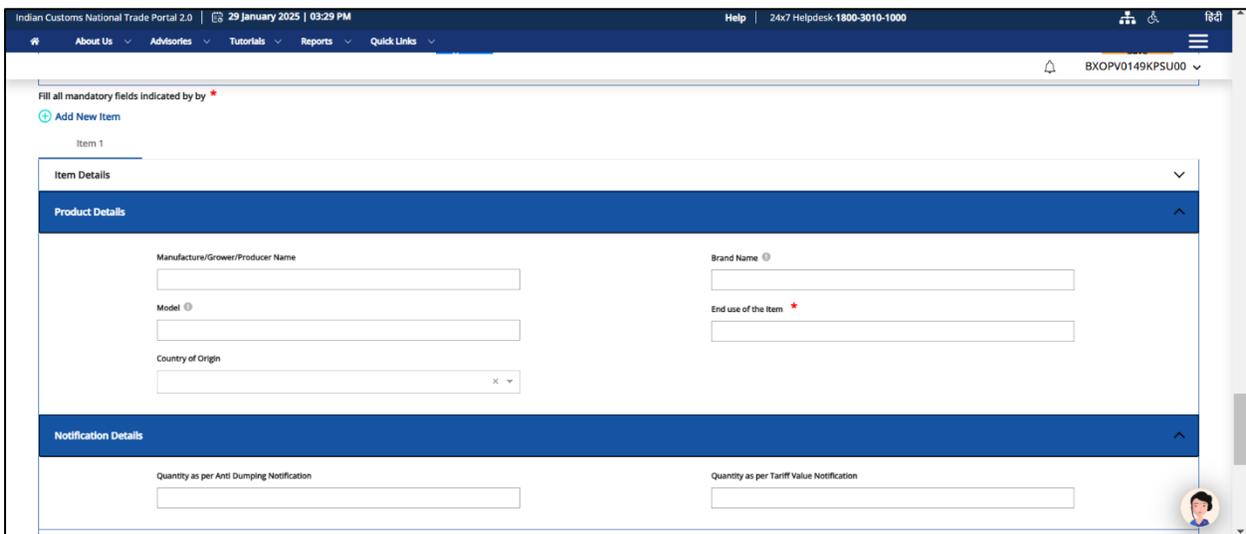
The screenshots for the individual entries of the Item menu are shared below:

### 7.2.1 Item details



The user must fill all the mandatory fields highlighted with the asterisk mark (\*).

### 7.2.2 Product and Notification Details



The user must fill all the mandatory fields highlighted with the asterisk mark (\*).

## 7.2.3 Price details

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### Price Details

Unit Price as per Invoice	Discount Rate	Discount Amount	Quantity as per CTH
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
SVB Reference Number		SVB Reference Date	
<input type="text"/>		Choose a date	<input type="text"/>
SVB Load Assessable Value		SVB Flag	
<input type="text"/>		<input type="radio"/> A <input type="radio"/> D <input type="radio"/> B	
SVB Load on Duty		Whether Load Final/ Provisional on Duty	
<input type="text"/>		<input type="radio"/> Final <input type="radio"/> Provisional	
Customs House Code which has Imposed Load		Whether Load Final/ Provisional on Assessable Value	
<input type="text"/>		<input type="radio"/> Final <input type="radio"/> Provisional	
Policy Para No		Policy Year	
<input type="text"/>		<input type="text"/>	
RSP applicability?		Is this a case of re-import?	
<input type="radio"/> Y <input type="radio"/> N <input type="radio"/> Q <input type="radio"/> T <input type="radio"/> D <input type="radio"/> C		<input type="radio"/> Yes <input type="radio"/> No	
Previous BE No.		Previous BE Date	
<input type="text"/>		Choose a date	<input type="text"/>

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Customs House Code which has Imposed Load	Whether Load Final/ Provisional on Assessable Value
<input type="text"/>	<input type="radio"/> Final <input type="radio"/> Provisional
Policy Para No	Policy Year
<input type="text"/>	<input type="text"/>
RSP applicability?	Is this a case of re-import?
<input type="radio"/> Y <input type="radio"/> N <input type="radio"/> Q <input type="radio"/> T <input type="radio"/> D <input type="radio"/> C	<input type="radio"/> Yes <input type="radio"/> No
Previous BE No.	Previous BE Date
<input type="text"/>	Choose a date
Previous Unit Price	Previous Customs Site
<input type="text"/>	<input type="text"/>
Previous Currency Code	Quantity As Per CTH 2nd Spec
--Select--	<input type="text"/>
Customs Notification Exempting Central Excise Flag	
<input type="text"/>	

The user must fill all the mandatory fields highlighted with the asterisk (\*).

## 7.2.4 Manufacture details

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### Manufacture Details

Item Manufacturer/Producer Code Type	Item Manufacturer/Producer/Grower Code
<input type="text"/>	<input type="text"/>
Item Manufacturer/Producer/ Grower Address 1	Item Manufacturer/Producer/ Grower Address 2
<input type="text"/>	<input type="text"/>
Item Manufacturer/Producer/ Grower City	Item Manufacturer/Producer/ Grower Country Subdivision
<input type="text"/>	<input type="text"/>
Item Manufacturer/Producer/ Grower Pin	Item Manufacturer Country
<input type="text"/>	<input type="text"/>
Source Country	Transit Country
<input type="text"/>	<input type="text"/>
Accessory Status	
--Select--	

The user must fill all the mandatory fields highlighted with the asterisk (\*).

## 7.2.5 Supporting Document

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Document ID: BXOPV0149KPSU00

### Supporting Document

➕ Add Supporting Document for Item

**Document 1**

Declaration Type *	CHA License Number	IC
ICEGATE User ID	Image Reference Number *	Document Type Code *
BXOPV0149KPSU00		--Select--
Document Issuing Party Code	Document Issue Party Name *	Document Issuing Party Name Address1
Document Issuing Party Name Address2	Document Issuing Party Name City	Document Issuing Party Name Pin
Document Reference Number	Place of Issue *	Document Issue Date *
		dd/mm/yyyy
Document Expiry Date	Document Beneficiary Party Code	Document Beneficiary Party Name *
dd/mm/yyyy		
Document Beneficiary Party Name Address1	Document Beneficiary Party Name Address2	Document Beneficiary Party Name City

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Document ID: BXOPV0149KPSU00

Document Reference Number	Place of Issue *	Document Issue Date *
		dd/mm/yyyy
Document Expiry Date	Document Beneficiary Party Code	Document Beneficiary Party Name *
dd/mm/yyyy		
Document Beneficiary Party Name Address1	Document Beneficiary Party Name Address2	Document Beneficiary Party Name City
Document Beneficiary Party Name pin	File Type *	
	PDF	

Supporting documents upload | Only PDF Files are allowed and max size will be 1.5 MB

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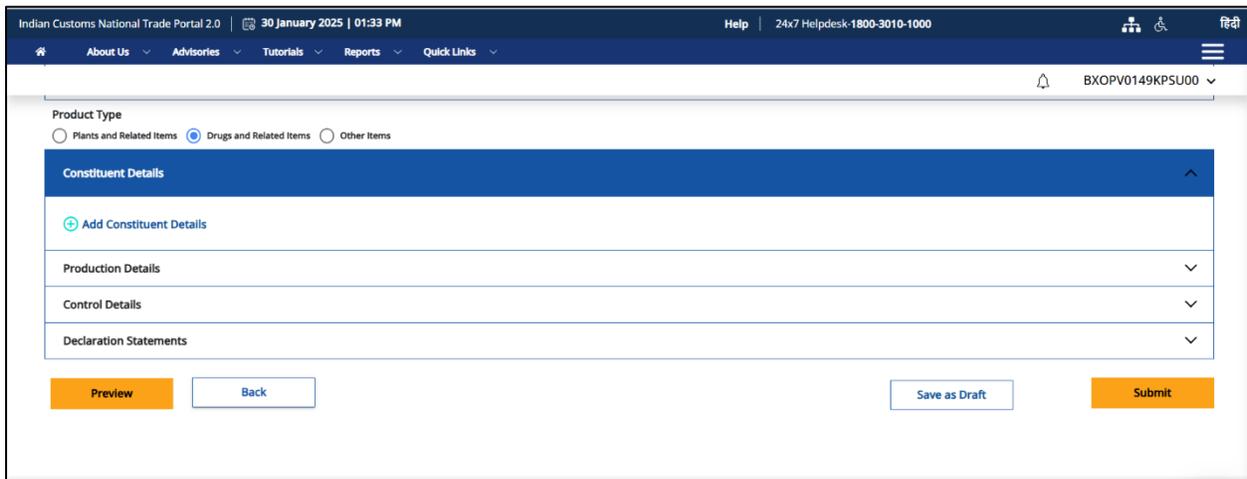
If you have a digitally signed file click upload. If not, please click on 'Sign File' to digitally sign your file

[Sign File](#) [Save](#)

The user must fill all the mandatory fields highlighted with the asterisk (\*).

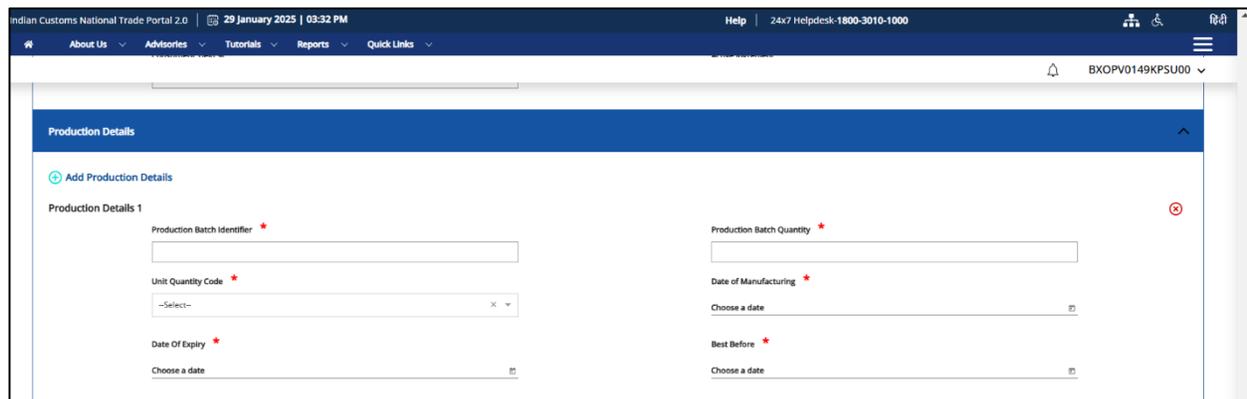
## 7.3 Single Window

The Single Window section contains the below mentioned tabs which need to be filled by the user.



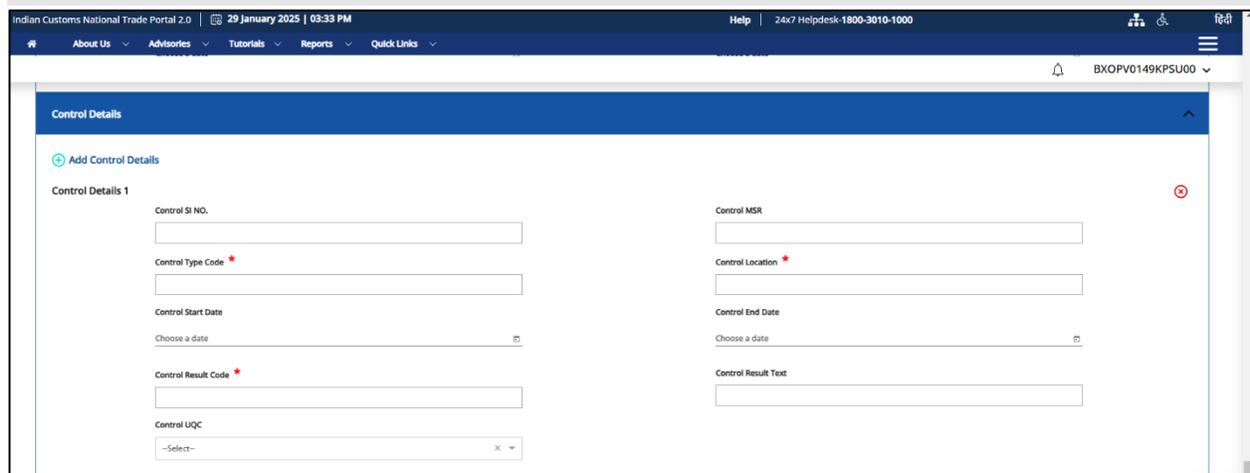
The screenshots for the individual entries of the Single Window menu are shared below:

### 7.3.1 Production details



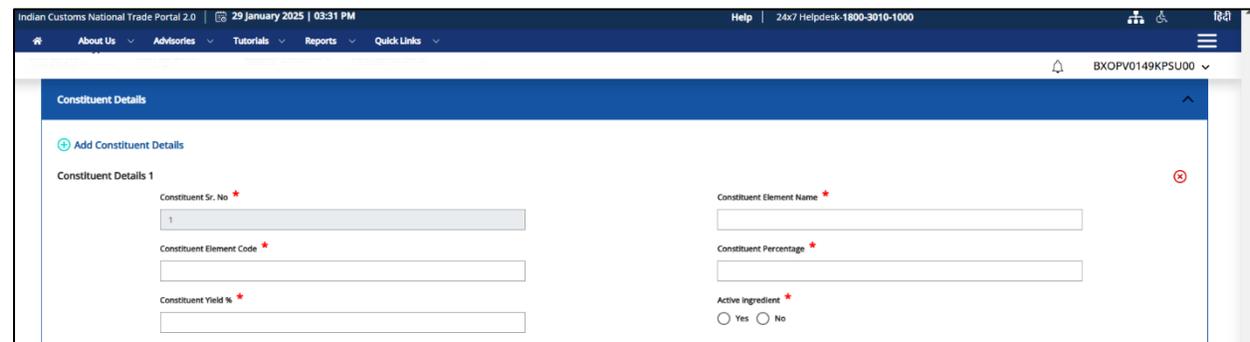
The user must fill all the mandatory fields highlighted with the asterisk (\*).

### 7.3.2 Control details



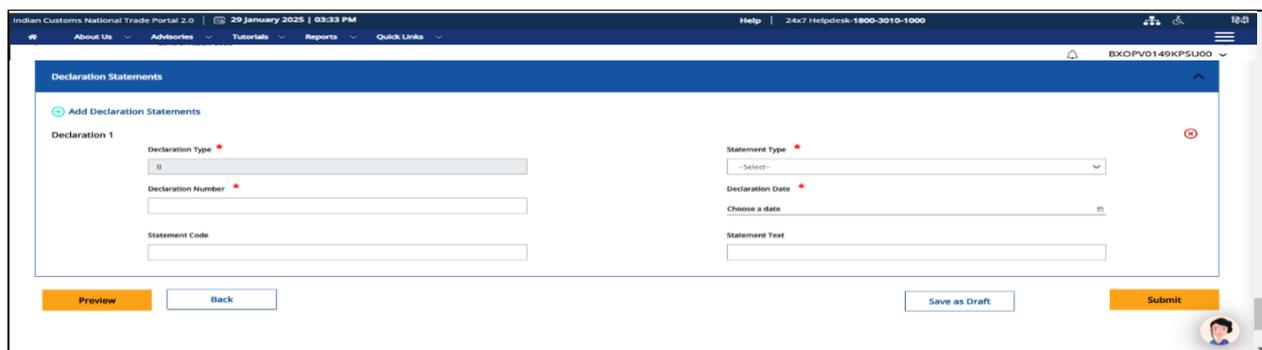
The user must fill all the mandatory fields highlighted with the asterisk (\*).

### 7.3.3 Constituent details



The user must fill all the mandatory fields highlighted with the asterisk (\*).

### 7.3.4 Declaration Statements



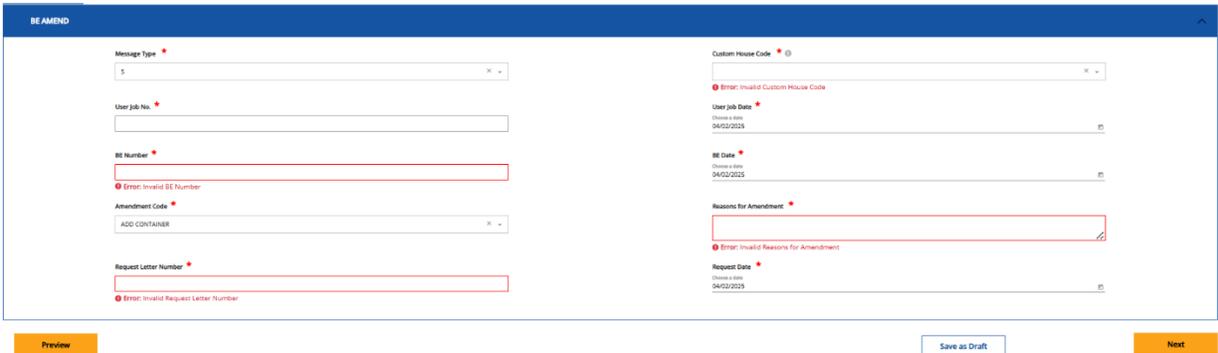
The user must fill all the mandatory fields highlighted with the asterisk (\*).



## 8.1.2 Mandatory Field

The system expects users to enter a value in all the mandatory fields. If no entry is made, an error message will be displayed on the screen. The field identified as an error is highlighted in red by the system.

**Example:** On below screen, the system identifies the mandatory fields which are not filled by the user such as BE number, Request Letter number, Custom House Code, Reason for Amendment, BE date, User job date, Request date, Request date.



The screenshot shows the 'BE AMEND' form with several fields highlighted in red, indicating validation errors. The errors are:

- BE Number: Error: Invalid BE Number
- Amendment Code: ADD CONTAINER
- Request Letter Number: Error: Invalid Request Letter Number
- Custom House Code: Error: Invalid Custom House Code
- Reasons for Amendment: Error: Invalid Reasons for Amendment
- BE Date: (Empty)
- User Job Date: (Empty)
- Request Date: (Empty)

Buttons at the bottom: Preview, Save as Draft, Next.

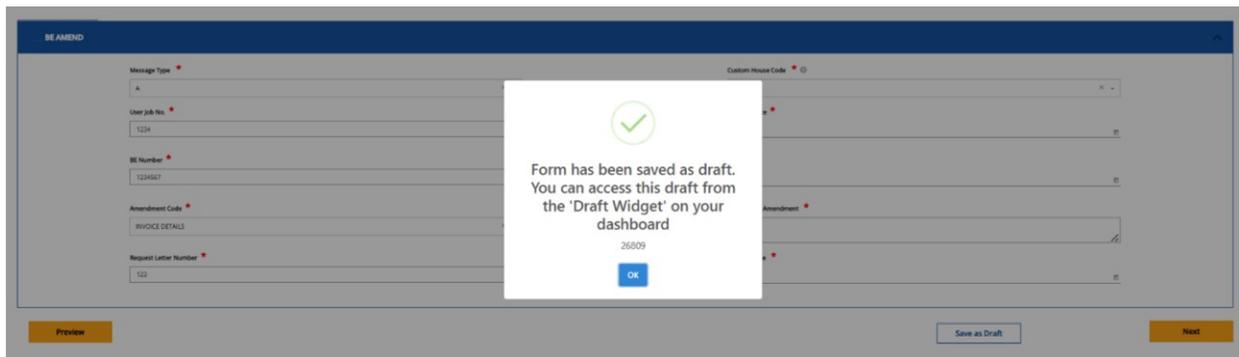
## 8.2 Save Application Form as Draft

The user can save the form in draft mode till submission. The user needs to click on the button <Save as Draft>, and the application filed by the user till now, will be saved in draft mode.

The system will display a message in pop-up window as- **“Form has been saved as draft.”** with Ticket reference number (26809) for the application form.

After clicking on <Save as Draft>, the user will remain on the form and will be able to continue populating the form. During this process, one entry will go to the draft widget of the user’s dashboard.

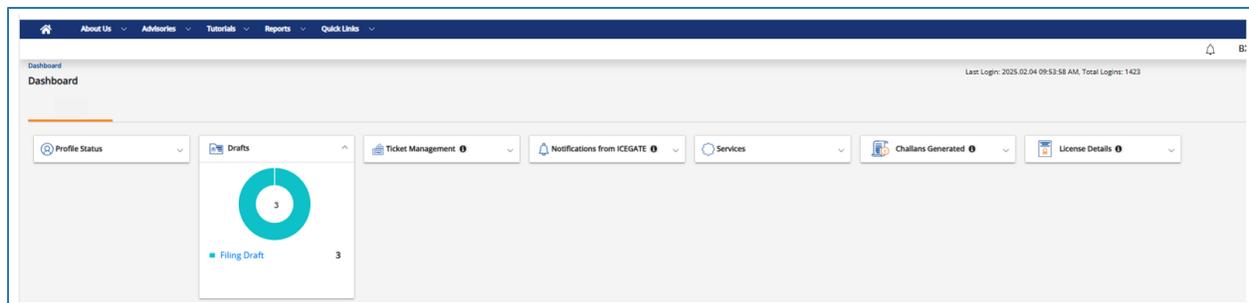
On subsequent login, the user needs to select the widget **‘Drafts’**; the system will display list of draft applications saved by the user. The user needs to select the Draft and Continue the filing.



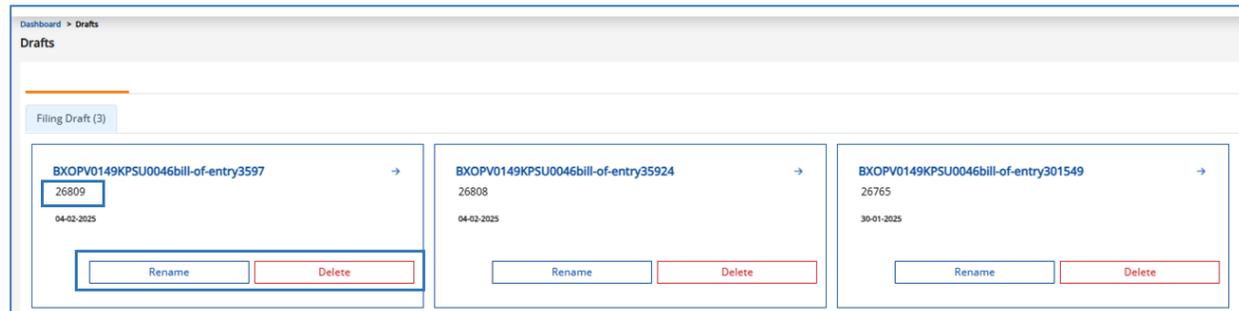
The screenshot shows the 'BE AMEND' form with a success message pop-up window. The message reads:

Form has been saved as draft.  
You can access this draft from the 'Draft Widget' on your dashboard  
26809  
OK

Buttons at the bottom: Preview, Save as Draft, Next.



On clicking the **Filing Draft** link, the system will display all application forms which are saved in Draft mode.



The user can also **Rename or Delete** the form name by clicking on the **Rename or the Delete** button.

### 8.3 Offline Utility

This section describes, how a user can fill the application form in Offline mode. This allows user to save the form and work offline i.e., without an internet connection.

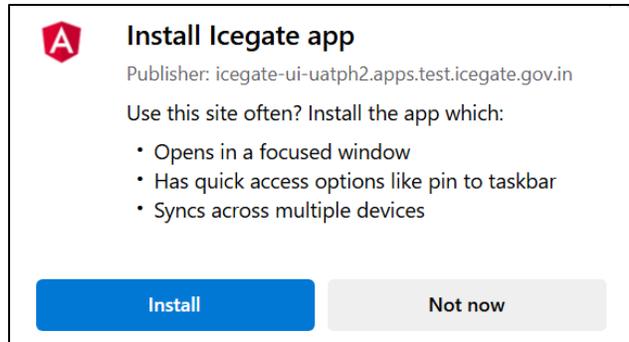
To work in offline mode, the user has to follow the steps-

1. When connected to internet and logged into the ICEGATE portal. Open relevant the BE form and click on the download icon from the address bar as displayed in the screen.

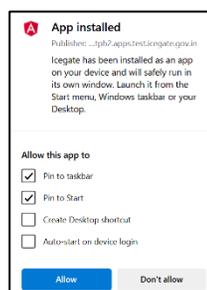


2. A pop-up window will open, install the ICEGATE web-application by clicking on the **<Install>** button.

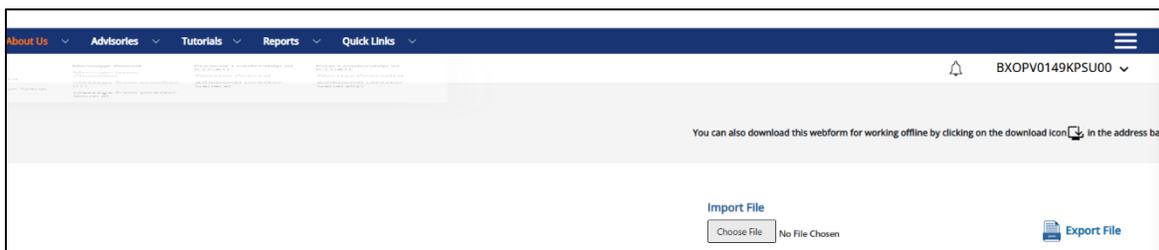
The pop-up window will display the web-application form which the user is presently filing. This is shown in the screen below.



- The offline web-application will get installed on your system and the system will create an icon for the application on the desktop as displayed on the screen.



- User can open the saved offline form from the desktop and continue filling the form. Whenever user has completed the form, the user can save the file for completing the final steps online i.e., document upload and submission. To save the entered data in offline mode, the user needs to click on the **<Export File>** button.

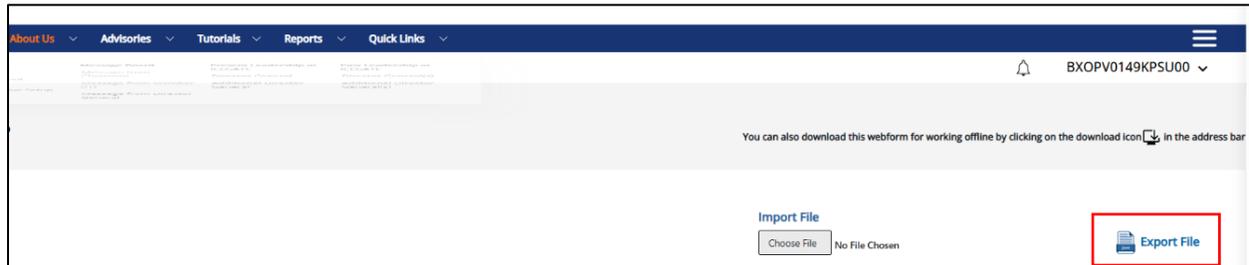


- On clicking of the button, A JSON file will be get downloaded to the local system of the users.
- To upload/Export the form to ICEGATE application (online) user needs to log in to ICEGATE portal and open BE Amendment form.
- Upload the generated JSON file from the computer (in previous step) by clicking on the button **<Choose File>**.
- Review the form details before submitting the application.
- Complete remaining steps such as documents upload, pending mandatory fields, etc.
- Submit the form.

## 8.4 Export File

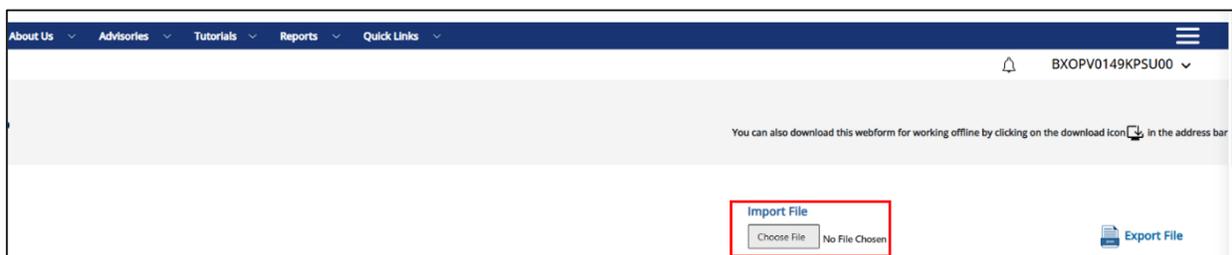
This section describes how the users can export a partially completed form in a file (JSON format) on user's computer. The user can export this file at a preferred location in their computer.

Please refer to the screen will be displayed as shown below-



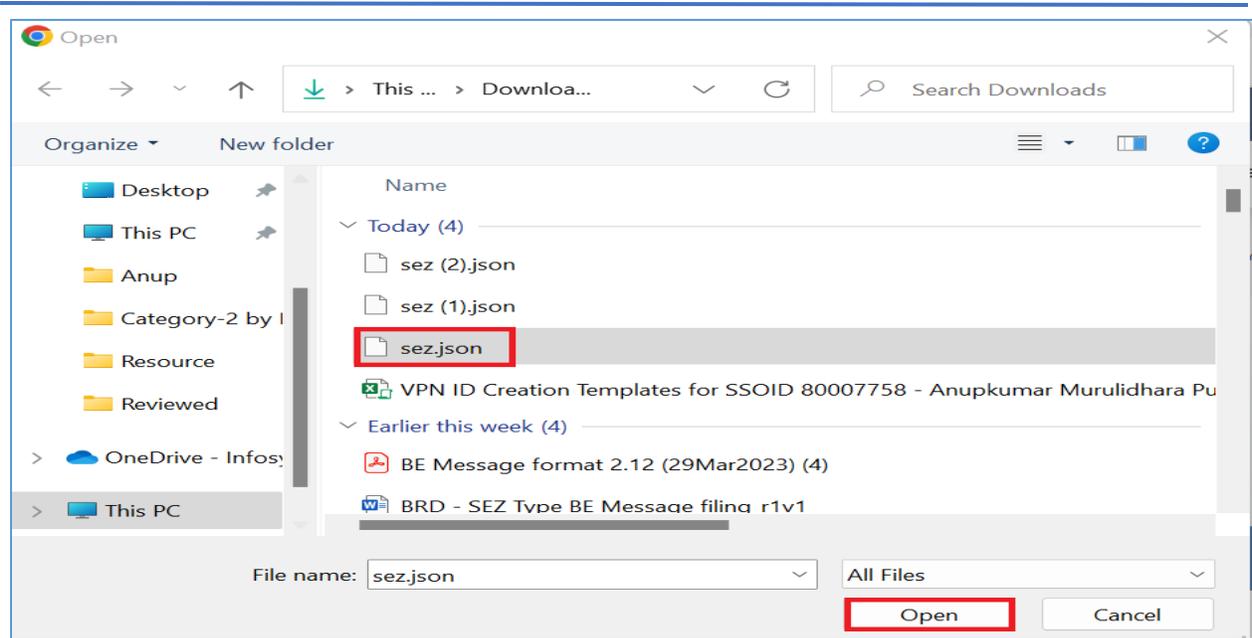
## 8.5 Import File

Once a JSON file is saved on the user's system, it is ready for export from the file location. Any user with the proper security permissions may import the file.



To enable this functionality, the user has to follow below steps to import a file.

1. Clicking on the button **<Choose File>**.
2. An **Open** pop-up window appears. Select the location from where you want to Open the JSON file.



3. Click on **<Open>** button.
4. Form will open with new values.

## 8.6 Upload Documents

This section describes how a user can upload the required documents while filling in a form. The supporting documents could be in the form of – invoice, packing list, bill of lading/airway bill, etc.

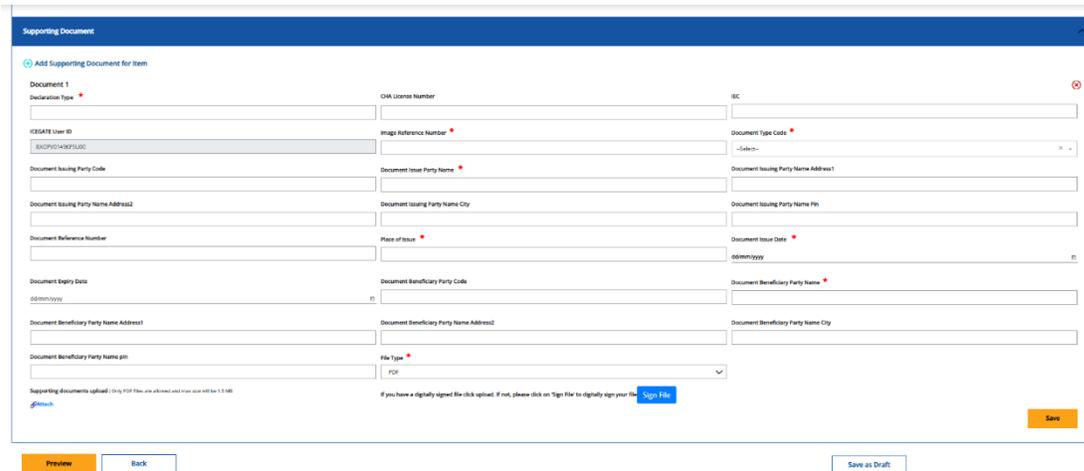
The mandatory fields pertaining to Supporting Documents include – Document Type, Document Issue Date, CHA License Number, Document Expiry Date, IEC, ICEGATE User ID, Image Reference Number, Document Type Code, etc.

There are two ways to upload the required documents-

1. Uploading the documents in Advance on e-Sanchit (can be accessed from '**Services**' widget on user's ICEGATE dashboard), which will assign IRN and DRN to the documents.
2. Alternatively, the user can upload the required documents using the Attach File feature provided within the web form.

There are two functionalities for getting the IRN and DRN generated-

- a. If the file is already digitally signed and user clicks on the Save button-IRN and DRN gets automatically generated.
- b. If the file is not digitally signed, the user can use the 'Sign file' option from the web form itself.



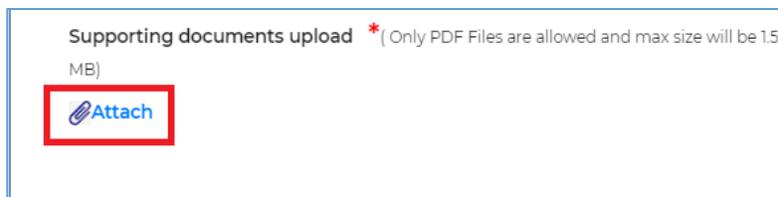
Click on **<Save>** button.

Users need to provide the information regarding each document related to the form.

### 8.6.1 Upload document using form.

The functionality is provided for the users to upload the supporting documents through the BE webform if the documents are not uploaded on eSanchit.

Users need to fill in the documents particulars as displayed on the screen. Then, to upload the document, the user has to click on the **<Attach>** button as displayed on the screen for uploading the required document.



Once the document is uploaded the user needs to click on the **<Save>** button, the uploaded document will be forwarded to the eSanchit Portal, which will generate unique numbers called IRN and DRN for the uploaded document. These document numbers will be auto-filled in the fields – “Image Reference Number” and “Document Reference Number” of the application form.

Similarly, the user needs to upload each of the required supporting documents.

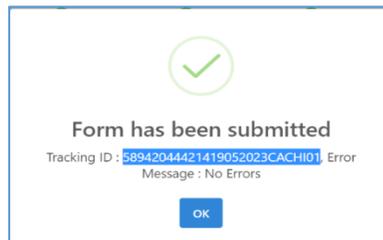
The document size for each document to be uploaded is restricted to **1.5 MB** and File Type shall be PDF. In-case of any variance, the system will display an error message.

## 8.7 Form Submission

On completion of filling of the form, the user needs to click on **<Submit>** button.

DSC validation would be carried upon the form submission. Once the DSC validation is successful only then the form will get submitted.

On submission of the form, the system will display the Tracking ID. The screen displayed will be as follows-



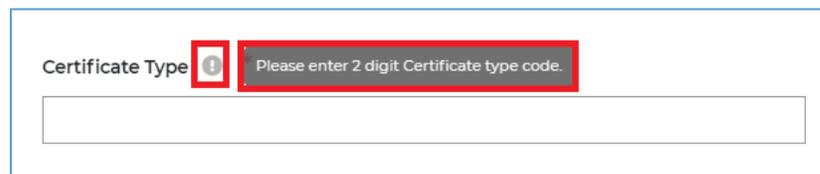
## 8.8 Tooltips

Tooltip's functionality is available in BE web forms.

A tooltip is a graphical user interface (GUI) element used in conjunction with the cursor or mouse pointer to display information about a form input field without needing to click on it.

Using tooltips functionality, the user can know about the input fields that what types of information is needed to be entered in the input field.

**Example - Tooltip on form input field**



## 9 Contact Us

The contact details are as follows:

### **ICEGATE, Directorate General of Systems**

1<sup>st</sup> Floor, CR Building, IP Estate

New Delhi – 110002

Toll Free No: 1800-3010-1000

The user can also drop their queries at:

Email: [icegatehelpdesk@icegate.gov.in](mailto:icegatehelpdesk@icegate.gov.in)

