



कार्यालय आयुक्त / OFFICE OF THE COMMISSIONER

केंद्रीय वस्तु एवं सेवाकर आयुक्तालय/ CENTRAL GOODS AND SERVICE TAX COMMISSIONERATE

A-ब्लॉक सूर्य नगर अलवर (राजस्थान) /A-Block, Surya Nagar, Alwar(RAJ.)- 301001

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व्यापर सूचना संख्या: 02/2020

दिनांक: 07.08.2020

Subject: Launch of e-Office in CGST Commissionerate (HQ), Alwar - Reg.

This is for information of all taxpayers that e-Office, an application developed by the National Informatics Centre under the Ministry of Electronics and Information Technology, Govt. of India, to carry out office work electronically, has been launched in CGST Commissionerate(HQ), Alwar. The application is designed to establish a paperless environment in Government offices, increase efficiency, transparency, effectiveness, employee convenience and accountability and to give better services to the taxpayers.

2. It is expected that adoption of e-Office to carry out office work will bring in its wake an attitudinal shift and awareness and usher in more efficient, effective and transparent inter and intra government transactions. The process will benefit the public in terms of enhanced transparency, increased accountability, assured data security and integrity and is also expected to be a huge transformation in work culture and ethics within the department.

3. With launch of e-Office, taxpayers are encouraged to utilize electronic means of communication with the Department. In this regard, it may be noted that since e-Office application requires files in PDF format, it would be convenient if communications / letters sent to the Department by electronic means are in pdf format, better still if they are in searchable mode, for faster processing by the Commissionerate.

4. Taxpayers are also encouraged to mention their mobile number and email in their communications to facilitate immediate acknowledgement by mail and SMS through the application. They will receive the Diary Number allotted to their communications, which can be used as a reference by them while communicating with the Department in future.

5. All members of the Regional Advisory Committee, Trade Associations and Chamber of Commerce in the State of Rajasthan are requested to circulate this Trade Notice among their constituent members for wide dissemination. Difficulties faced or suggestions, if any, may be brought to notice.

चन्द्रप्रकाश गोयल
7/8/2020
(C. P. Goyal)
आयुक्त

C. No. V(16)Tech/TSC/19/2015

1694

Dated: 07.08.2020

Copy forwarded for information and necessary action to:-

1. The Chief Commissioner (JZ), CGST & CX, Jaipur Zone, (Jaipur).
2. The Commissioner, CGST & CX, Jaipur/Jodhpur/Udaipur.
3. The Commissioner, CGST & CX Audit/Appeals/Customs Jaipur.
4. The Addl. Commissioner, CGST & CX, Alwar.

5. The Assistant Commissioner CGST Division- Alwar-A /Alwar-B/Bhiwadi-C/Bhiwadi-D/Behrod-E/Bharatpur-F/Sikar-G.
6. The Assistant Commissioner, *Anti-Evasion/Review/Legal/ Adjudication/Computer, Technical/Audit/Vigilance/ TAR/Administration
7. Departmental Website Jaipur /Guard File/Notice Board.
8. Office of the Accountant General, Jaipur.
9. Additional Director, Directorate General of GST Intelligence, B-40, keshav path, suraj nagar (West), Civil lines Jaipur-302009.
10. Secretary, Rajasthan Chambers of Commerce and Industry, Chamber Bhawan, M I Road, Jaipur.
11. Secretary, Institute of Chartered Accountant, Jaipur Branch D-1, Institutional Area, Jhalana Dungri, Jaipur.
12. Secretary, Bhiwadi Manufacturers Association, F-56, B.M.A. House, Main Road, Industrial Area, Bhiwadi-301019.
13. Secretary, Bhiwadi Chamber of Commerce and Industries (B.C.C.I), Plot No.1, RIICO Commercial Complex, Chamber Chowk, Industrial Area, Chopanki, Bhiwadi-301019.
14. Secretary, Alwar Chamber of Commerce and Industries, Old Delhi Road, Alwar-301001.
15. Secretary, Neemrana Industries Association, Neemrana.
16. Secretary, Shri Khatu Shyam Industries Area Association, Reegas, Distt: Sikar.
17. President, Bharatpur Chamber of Commerce, New Mandi, Bharatpur, Distt: Bharatpur.
18. Secretary, Brij Audhyogic Sangh, Bharatpur, Distt: Bharatpur.



सहायक आयुक्त (तकनीकी)