

**OFFICE OF THE COMMISSIONER OF EXCISE**  
**GOVT OF NATIONAL CAPITAL TERRITORY OF DELHI**  
**L& N BLOCK, VIKAS BHAWAN, I.P. ESTATE, NEW DELHI-110002.**

**Terms and Conditions for Grant of Licences in Form L-15, L-16, L-17, L-19, L-20, L-21, L-28 & L-29 for the service of liquor at Licensed premises for "on site consumption" Indian Liquor and Foreign Liquor FOR THE YEAR 2021-22.**

Licences in Form L-15, L-16, L-17, L-19, L-20, L-21, L-28 & L-29 for the service of liquor at Licensed premises for "on site consumption" (Indian Liquor and Foreign Liquor) shall be granted in accordance with the following terms and conditions:-

**1. PROCEDURE TO APPLY**

1.1 Applications in the prescribed form along with other relevant documents for license shall be made to the Deputy Commissioner of Excise, Delhi (hereinafter referred as "the Deputy Commissioner") through Online portal of the Excise Department.

1.2 Applicant will submit the following document alongwith the application:

- a. Proof of lawful possession of the proposed premises i.e. ownership/lease/rental documents etc.
- b. An affidavit in the form given in Annexure-I declaring that-
  - (i) He is in actual physical possession of the premises for which he has made an application for grant of the license applied for.
  - (ii) Complies with the provisions of Section 13 of the Delhi Excise Act, 2009 and Rule 23 of Delhi Excise Rules, 2010.
- c. A lay out plan of the proposed area, clearly specifying dimensions of the premises, duly authenticated by a registered Architect.
- d. Copy of Memorandum/Articles of Association of the Company/Partnership Deed.
- e. Board resolution/Partner's consent.
- f. List of Directors/Partners/Proprietor.
- g. Proof of Indian Nationality.
- h. NOC from Delhi Fire Service Department, wherever applicable/Affidavit regarding Fire Safety.
- i. Registration with Department of Trade & Taxes, GNCT of Delhi.
- j. Copy of Fire insurance of the premises.
- k. Address Proof of the applicant.
- l. Details of the Excise Nominee alongwith the ID proof.

1.3 Information as required in the application form shall be furnished with complete details & enclosures, truly and faithfully, so as to enable the processing of the application for grant of L-15, L-16, L-17, L-19, L-20, L-21, L-28 & L-29 licences.



## 2. GRANT OF LICENCE

3.1 All the applications for the grant of L-15, L-16, L-17, L-19, L-20, L-21, L-28 & L-29 licence shall be subject to the acceptance by the Competent Authority who may accept or reject any application without assigning any reason. The licensing authority shall be under no obligation to grant any licence for which application has been made.

3.2 If on scrutiny, any application is found incomplete, vague, confusing or not as per the terms and conditions, the same shall be summarily rejected and the decision of the Competent Authority shall be final.

3.3 An inspection of the proposed premises shall be carried out by the Excise Department to ascertain its conformity with Rule 51(1) of the Delhi Excise Rules, 2010.

## 4. COMPLETION OF FORMALITIES/FEE STRUCTURE

4.1 After successful completion of all formalities, Excise License for "on site consumption" will be issued after receipt of prescribed licence fee as per details given below:

Sl. No	Forms of License	Description of Licenses	Annual License Fee (in Rs.)
1.	L-15	Service of Indian Liquor and Foreign Liquor in a hotel, motel or guest house to residents in their rooms (for round the clock service).	(i) Guest houses/hotels with up to 100 rooms or below -Rs. 2,50,000 and will be allowed to serve foreign liquor within the same license itself.  (ii) Guest houses/hotels with more than 101 rooms up to 400 rooms - Rs.7.5 lakh.  (iii) Guest houses/hotels with more than 401 rooms - Rs.15 lakh.
2.	L-16	Service of Indian Liquor and Foreign Liquor in a bar/restaurant attached to a hotel or motel	(i) Budget hotels to 2 Star hotels- Rs.10 lakh. (ii) 3 Star and 4 Star hotels - Rs. 15 lakh. (iii) 5 Star and above 5 star hotels including Deluxe Hotels, 1st Class Category Hotels -Rs. 1 crore which will include fee for service of liquor for 24 hours in



			<p>multiple counters in all the restaurants and permission to serve in open areas within the hotel premises.</p> <p>(iv) The licensee may serve any Indian Liquor or Foreign Liquor at any area (excluding the rooms within the premises of the hotel), including open spaces viz. terrace / balcony / lower area of Hotel with the condition that the liquor serving area shall be screened off from the public view. However, for serving these liquors in banquet halls/party venues/lawns within the premises of the hotel, separate license in form L-38 or permit in form P-10E, as the case may be, shall be required.</p> <p>*Categorisation of Hotel to be provided by applicant from the Competent Authority.</p>
3.	L-17	Service of Indian Liquor and Foreign liquor in independent restaurant	<p>(i) Upto 1000 Sq Ft Area – Rs. 5 Lakh.</p> <p>(ii) Between 1001 Sq Ft and 2500 Sq Ft Area –Rs. 15 Lakh.</p> <p>(iii) Above 2500 Sq Ft Area – Rs. 25 Lakh.</p> <p>(iv) The licensee may serve any Indian Liquor or Foreign Liquor at any area, including open spaces viz. terrace / balcony / lower area of Restaurant with the condition that the liquor serving area shall be screened off from the public view. However, for</p>

			<p>serving these liquors in any event/party taking place beyond the area specified in the license but within the premises of the restaurant, separate permit in form P-10E shall be required.</p>
4.	L-19	Round the clock service of Indian Liquor and Foreign liquor in independent restaurant located either in arrival or departure areas of International Airport	Rs.25 Lakh
5.	L-20	Service of Indian Liquor and Foreign Liquor in a bar/dining car in a luxury train	Rs.1,00,000/-
6.	L-21	Round the clock service/sale of Indian Liquor and Foreign Liquor in a bar attached to a hotel located either in arrival or departure area of International Airport	<p>Rules of L19 shall apply for hotels upto 4 Star attached to hotels.</p> <p>5 Star hotels and above will have to obtain the L16 license and the same Rules will apply.</p>
7.	L-28	Service of Indian Liquor and Foreign Liquor in a club	<p>Rs. 5 Lakh</p> <p>The licensee may serve any Indian Liquor or Foreign Liquor at any area within the premises of the club, including open spaces viz. terrace/balcony/lower area of Club with the condition that the liquor serving area shall be screened off from the public view. However, for serving these liquors in banquet halls/party venues within the premises of the club, separate license in form L-38 or permit in form P-10E, as the case may be, shall be required.</p>
8.	L-29	Service of Indian Liquor and Foreign Liquor at a club/mess whose membership is exclusively for Government servants, retired Government servants, including members of	<p>Rs.25,000/-</p> <p>The licensee may serve any Indian Liquor or Foreign Liquor at any area within the premises of the club, including open spaces viz. terrace/balcony/lower area of Club</p>

	armed forces, serving or retired and such a club/mess is not run on commercial lines	with the condition that the liquor serving area shall be screened off from the public view. However, for serving these liquors in banquet halls/party venues within the premises of the club, separate license in form L-38 or permit in form P-10E, as the case may be, shall be required.
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## 5. PURCHASE /SALE OF LIQUOR

5.1 On completion of the above referred formalities, the applicant shall be granted licence in Form of **L-15, L-16, L-17, L-19, L-20, L-21, L-28 & L-29** which will entitle them to make retail sale of liquor from the proposed premises, of those brands of Indian Liquor/Foreign Liquor which have been approved/registered by the Deputy Commissioner in the National Capital Territory of Delhi.

5.2 The holder of **L-15, L-16, L-17, L-19, L-20, L-21, L-28 & L-29** licensee shall have to place Purchase Order only from Retail vends.

5.3 The licensee may store Indian Liquor and Foreign Liquor at any place, including refrigerator, within the licensed premises.

5.4 The licensee may have two dispensing counters without additional charge. For more than two dispensing counters, payment of 5% of the applicable license fee per additional counter shall be charged.

5.5 The licensee shall serve Indian Liquor, Foreign Liquor, wine or beer either in glasses or in full bottles. However, it shall be the sole responsibility of the licensee to ensure that no customer takes the served bottles out of the license premises.

## 6. TIMINGS

6.1 Timings of the **L-15, L-16, L-17, L-19, L-20, L-21, L-28, L-29** licensee shall be as per the orders of the Excise Commissioner in accordance with the Rule 55(1) of the Delhi Excise Rules, 2010.

## 7. DRY DAYS

**L-15, L-16, L-17, L-19, L-20, L-21, L-28, L-29 licensees** shall remain closed on all days declared as "dry day" by the Competent Authority under Rule 52 of the Delhi Excise Rules, 2010. The holders of **L-15, L-16, L-17, L-19, L-20, L-21, L-28, L-29** licences shall not be entitled to any compensation or relief due to any increase in the number of "dry



days" beyond the normal number or due to change in working hours of the Hotels, Clubs and Restaurants during the course of the licensing period.

## **8 STOCK/BOOKS OF ACCOUNTS**

8.1 The holders of **L-15, L-16, L-17, L-19, L-20, L-21, L-28, L-29** licence shall maintain the books of accounts and sales statements in the prescribed proforma and submit a monthly return to the Deputy Commissioner. He shall maintain true accounts for day to day in ink as well as in electronic form entering all figures in international numerals and other particulars in English or Hindi.

## **9. PAYMENTS**

9.1 The licensee shall make all the payments to the Government in connection with the operation of his licence as per the procedure, which may be prescribed by the Department from time to time.

9.2 The licensee shall pay simple interest @ 12% per annum from the date next following the day on which any payment recoverable from him under section 29 of the Delhi Excise Act, 2009 (hereinafter referred to as the "the ACT") becomes due to the Government until the date on which such payment is actually made or such amount is actually recovered, whatsoever may be the reason for the lapse of time before payment is made or recovery is affected.

9.3 The licensee shall not be entitled to any interest or any relief or compensation on account of any delay in the payment of any amount to him by the Government.

## **10. BAR-CODE SYSTEM**

10.1 For implementation of the Excise Supply Chain Information Management System (ESCIMS) the standard operating procedures for barcode implementation shall be made available to all the licensees of the Department of Excise, Entertainment and Luxury Tax of NCT of Delhi, who shall be required to procure, install and make necessary provision for IT and non IT In infrastructure at his licensed premises as may be required for successful implementation of the Excise Supply Chain Information Management System.

## **11. RENEWAL**

11.1 The Government of National Capital Territory of Delhi has declared that normally, the Excise Year would be from 1<sup>st</sup> April to 31<sup>st</sup> March.

11.2 **L-15, L-16, L-17, L-19, L-20, L-21, L-28, &L-29** licence may be renewed at the sole discretion of the Licensing Authority subject to payment of such licence fee and compliance of such other conditions as may be prescribed from time to time.

11.3 For Licence in form L-15, L-16 & L-17, the license fee is payable in two equal installments after completion of all documentary requirements. First installment of 50%



of the license fee should be paid by 15th March each year, failing which additional fee of 25% of first installment shall be payable till 31st March and beyond that double the amount of first installment shall be payable. Second installment of remaining balance amount of license fee should be paid before 30th September each year alongwith interest @12 percent per annum, failing which double the amount of second installment shall be payable.

## 12. PROHIBITION

12.1 In pursuance of the Directive Principles of the State Policy relating to Prohibition contained in Article 47 of the Constitution of India, Government of the National Capital Territory of Delhi may issue orders and directions from time to time and such orders and directions shall be Binding on licensee and no compensation shall be payable on that Account.

12.2 The licensee shall abide by the following prohibition measures, namely:-

(1) All persons employed by the licensee in the licensed premises shall be required to possess Identity cards issued under the signatures of the authorized signatory and the employees shall be required to produce the identity card on demand by the Excise Officer or any officer not below the rank of sub-inspector.

(2) The licensee shall neither keep, distribute not sell any advertising material which is likely or intended to promote the sale or consumption of liquor.

## 13. OTHER CONDITIONS OF LICENCE

13.1 License in Form L-15, L-16, L-17, L-19, L-20, L-21, L-28, & L-29 for the licensing period shall be inter-alia subject to the general conditions in Rule 37, 50, 51 and 66 of the Delhi Excise Rules, 2010 (hereinafter) referred to as "the Rules"). The holders of L-15, L-16, L-17, L-19, L-20, L-21, L-28 & L-29 licence shall abide by the provisions of the ACT and the rules framed and orders issued thereunder and any other law/rules in force in the National Capital Territory of Delhi relating to liquor.

13.2 No licensee shall sell or deliver any liquor to any person under the age prescribed by The Delhi Excise Act.

13.3 No licensee shall display any bottle containing liquor nor any empty liquor bottle or any specimen thereof in a show window except bar counter.

13.4. Licensees of HCR are allowed to serve any Indian Liquor and Foreign Liquor at any area within the licensed premises, including open spaces viz. terrace / balcony / lower area of licensed premises with the condition that the liquor serving area shall be screened off from the public view.



13.5 License fee for the HCR segment is on the basis of size/area of the premises endorsed on the license. Decision on fees escalation will be taken on an annual basis by the Government.

13.6. The Terms & Conditions for transfer of License in case of Independent restaurants (L-17 and L-19) shall also be applicable to Hotels & Clubs (L-15, L-16, L-21, L-28 and L-29).

13.7 The HCR licensees are permitted, to play any type of entertainment/performance including music and musical instruments, dancing, or singing by professionals or DJ, Live Bands, and Karaoke on its premises, subject to such terms and conditions as may be imposed by Deputy Commissioner by general or specific order.

13.8 Pictures & photographs of prominent national leaders, freedom fighters, saints, Gods & Goddesses shall not be exhibited on the licenced premises.

13.9 The licensee shall, at any given time produce for inspection on demand of any Excise Officer his licence and account books/register and shall allow the inspection of office registers, stocks and premises by the said officer. The licensee shall also maintain an inspection note book.

14. The licensee shall be bound to furnish any information in connection with its licence, truly and faithfully within a reasonable time as may be prescribed by the Excise Commissioner, the Deputy Commissioner, The Assistant Commissioner of the Excise Officer. Refusal to furnish the information, furnishing of false information or non-compliance of the orders shall be regarded as breach of the terms and conditions of the licence. Breach of terms and conditions may also result in non-issue of import/transport permits and suspension/cancellation of licence.

15. The Deputy Commissioner reserves the right to cancel or suspend any L-15, L-16, L-17, L-19, L-20, L-21, L-28, L-29 licence at will as per provisions of Section 17 of the Act.

  
ARAVA GOPI KRISHNA  
(IAS)  
COMMISSIONER (EXCISE)



**AFFIDAVIT**

I, \_\_\_\_\_ S/O / d/o  
w/o Sh. \_\_\_\_\_  
aged \_\_\_\_\_ R/o \_\_\_\_\_

Do hereby solemnly affirm and declare as under:-

1. That I have applied for licence in form L-15/L-16/L-17/L-19/L-20/ L-21/L-28/L-29 at \_\_\_\_\_.
2. That the above said premises belong to me and the same is in conformity with the rules and regulations of the local bodies i.e. DDA, MCD, NDMC etc.
3. That the above said premises is free from all kinds of encumbrances.
4. That the above said premises is fitted with the temporary/permanent electric connection bearing No. \_\_\_\_\_.
5. That the above said premises is fitted with temporary/permanent water connection bearing No. \_\_\_\_\_.
6. That I have never been convicted by a criminal court for any non-boilable offence or of any offence punishable under any law relating to tax livable during a period of five years preceding the date of application.
7. That I comply with the provisions of Section 13 of the Delhi Excise Act, 2009 and Rule 23 of the Delhi Excise Rules, 2010.
8. That I have not been convicted for any offence punishable under the erstwhile Punjab Excise Act, 1914 now repealed by Delhi Excise Act, 2009, the Narcotic Drugs and Psychotropic Substance Act, 1985. The Medical and Toilet preparation (Excise Duties) Act, 1935 during a period of five years preceding the date of application.
9. That I have not been declared insolvent by any court of law.
10. That I am in actual possession of the premises for which the application has been made for grant of L-15/L-16/L-17/L-19/L-20/L-21/L-28/L-29 licence. I agree that if the Government decides to grant me L-15/L-16/L-17/L-19/L-20/L-21/L-28/L-29 licence after following the procedure and I am found not in actual physical possession of the shop the licence may not be granted.

**DEPONENT**

**VERIFICATION**

Verified at Delhi on this \_\_\_\_\_ day of \_\_\_\_\_, 2021 that the contents of the above affidavit are true and correct to my knowledge and belief and nothing material has been cancelled there from.

**DEPONENT**