

Guide for Digital CST-Form

Office of Commissioner of Commercial Tax
Gujarat



Contents

1. Introduction to Digital CST-Form	3
2. Download Digital CST-Form.....	4
3. Validate Digital Signature.....	8
4. Validate Digital CST-Form Numbers	13
5. Validate Signed PDF of Digital CST-Form.....	15

1. Introduction to Digital CST-Form

The Commissioner of Commercial Taxes, Government of Gujarat is going to introduce the facility of printing forms under Central Sales Tax Act, 1956 at dealers' end.

Gujarat launched a scheme of partial on-line forms wef 1.7.2008 in which dealer gave details of purchase against forms in the appendix of the CST return. System used to check the details and forms were printed on a pre-printed stationery by the Department and dispatched to the place of business of the dealer. As a further step towards process re-engineering, printing of forms by the Department is to be discontinued and dealers will be able to print forms at their end. These forms will come with a digital signature, bar code, Departments' logo and a watermark.

Details of the forms issued can be verified from the TINXSYS and Department's web site: www.commercialtax.gujarat.gov.in.

Process Re-Engineering Step I: The Commercial Tax Department, Government of Gujarat, had launched a unique scheme of on-line issue of forms like C, H and F on their portal www.commercialtax.gujarat.gov.in from 1.7.2008. A dealer is not required to apply for obtaining blank statutory forms. CST e>Returns filed by him are considered as request for forms of application for forms.

Process Re-Engineering Step II: Now, the Department does not print any form. Dealer has to show requirement of forms (C, H and F) in the appendix of the CST e-return and if the details are found OK, he can print the forms at his end. There is no human intervention. However, the system validates the purchase details shown in the CST return with the VAT return. If there is a gap, Joint Commissioner will verify and issue the forms.

Tax payer is required to validate digital signature on his computer. This is one time activity for one computer. Further, it is desirable to have latest version (version 10 or higher is recommended) of Acrobat reader.

2. Download Digital CST-Form

1. Login to Web-Portal

Commercial Tax - Windows Internet Explorer provided by Wipro Limited

http://10.100.18.94:7778/vatwebsite/rightMenu.do?sessionId=0a64125e30d7e0ab48

Commercial Tax

Home Feedback Post Query Downloads Site Map

Welcome : TORRENT POWER PHARMACEUTICAL AND TRANSPORT PUBLIC LTD

General Organization Acts Rules Notification Forms Tax Schedule Statistics Referral Websites

Last Login : 01-JUL-11

- e-Communication
- History
- Updates from CTD
- Assign CTP
- Cancel CTP
- Update Contact Details
- Change Password
- Logout

General

eServices

- e>Returns
- e-Checkpost
- Online C-Form
- e-Payments
- VAT e-Refunds
- e-Invoice
- e-Amendment
- e-Cancellation Request
- Transit Pass Entry
- Notices
- Dealer Account Ledger Report
- TDN Registration
- TDN Returns

Gujarat - The growth engine of India

A customer is the most important visitor on our premises. He is not dependent on us. We are dependent on him. He is not an interruption on our work. He is the purpose of it. He is not an outsider on our business. He is a part of it. We are not doing him a favour by serving him. He is doing us a favour by giving us an opportunity to do so.

- Mahatma Gandhi

Dear Tax Payer, Please click here to know about facility of e-payment, password and FAQ, on cyber treasury portal.

e-Services <ul style="list-style-type: none">VAT ReturnsCST ReturnsMARG (Monitoring AndRecording of Goods movement)Online PaymentVAT Refunds	Amendments <ul style="list-style-type: none">2009-2010 CHANGES2008-2009 CHANGESAmended VAT Act 2008Amendment in VAT Act 2010TDN Rules	What is New? <p>Returns for the previous Tax Periods,if they have manually filed the returns</p> <p>e-Return filing Compulsory for all dealers whose taxable turnover exceeds Rs.50 lakhs. e-Return filers exempted from submitting Manual Returns</p>
Important Forms <ul style="list-style-type: none">Amendments in C/F/H forms receivedAudit report circular and format	Important Circulars <ul style="list-style-type: none">Online CST Forms wef 01/07/2008Amendments read in Online Forms received	Achievements <ol style="list-style-type: none">Best e-Governance G2B Project VAT Information System, Gujarat

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2. Click the link- Online C-Form from the left menu under the heading eServices. Click on Approved CST-Forms

Commercial Tax - Windows Internet Explorer provided by Wipro Limited

http://10.100.18.94:7778/vatwebsite/rightMenu.do?sessionId=0a64125e30d7e0ab48

Commercial Tax

Home Feedback Post Query Downloads Site Map

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- Logout

General

eServices

- e>Returns
- e-Checkpost
- Online C-Form
- C-Form Application Status
- Additional C-Form
- Approved CST Forms
- Validate CST Forms
- Validate Signed Pdf
- e-Payments
- VAT e-Refunds
- e-Invoice
- e-Amendment
- e-Cancellation Request
- Transit Pass Entry
- Notices
- Dealer Account Ledger Report
- TDN Registration
- TDN Returns

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e-Services <ul style="list-style-type: none">VAT ReturnsCST ReturnsMARG (Monitoring AndRecording of Goods movement)Online PaymentVAT Refunds	Amendments <ul style="list-style-type: none">2009-2010 CHANGES2008-2009 CHANGESAmended VAT Act 2008Amendment in VAT Act 2010TDN Rules	What is New? <p>Important : For all who have Applied for obtaining the Tax Deduction Number</p>
Important Forms <ul style="list-style-type: none">Amendments in C/F/H forms receivedAudit report circular and formatAmended Form 205Amended Form 205 (In Gujarati)Basic Info on RegistrationManual for ewaybills(402/403) (Gujarati)Manual for ewaybills(402/403) (English)	Important Circulars <ul style="list-style-type: none">Online CST Forms wef 01/07/2008Amendments reqd.in Online Forms receivedA quick guidance to obtain CST Forms online.e>Returns / revised e>Returns up to March 31/12/2009.	Achievements <ol style="list-style-type: none">Best e-Governance G2B Project VAT Information System, GujaratBest e-Governance Process Re-engineering Project VAT Information System, GujaratBest IT Adoption through an e-governance projectEDGE-2010

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3. Select the parameters- Quarter, Year, Form-Type and Mode. Click on Submit

The screenshot shows the Gujarat Commercial Tax portal interface. The user is logged in as TORRENT POWER FARMACUTICAL AND TRANSPORT PUBLIC LTD. The 'Approved CST Forms' section is active, displaying a form with the following details:

- TIN: 24040702004
- Firm Name: TORRENT POWER FARMACUTICAL AND TRANSPORT PUBLIC LTD
- Quarter: 1 April-30 June
- Year: 2010 - 2011
- Form Type: CST-Form C
- Mode: Regular Additional Add On Amendment

A 'Submit' button is visible at the bottom of the form.

4. On Submit, web-portal will display seller wise CST-Form

The screenshot shows the Gujarat Commercial Tax portal displaying a list of approved CST forms. The form parameters are updated to:

- TIN: 24040702004
- Firm Name: TORRENT POWER FARMACUTICAL AND TRANSPORT PUBLIC LTD
- Quarter: 1 July-30 September
- Year: 2011 - 2012
- Form Type: CST-Form C
- Mode: Regular Additional Add On Amendment

Below the form, a table displays the list of approved forms. The table has 10 columns: Sr No., Ack. No., Seller TIN, Seller Firm Name, Seller State, Period From, Period To, Issue Date, No. of Invoices, Total Invoice Amount, and Generate/View Pdf. There are 8 records listed.

Sr No.	Ack. No.	Seller TIN	Seller Firm Name	Seller State	Period From	Period To	Issue Date	No. of Invoices	Total Invoice Amount	Generate/View Pdf
1	99900000312	1020104568	TEST FIRMS	Assam	01/04/2010	30/06/2010	27/06/2011	2	115	
2	99900000312	3242009567	SHREE RAM SOLVEX	Punjab	01/04/2010	30/06/2010	27/06/2011	1	154014	Generate
3	99900000312	3431068611	NARULA FOODS PVT LTD	Punjab	01/04/2010	30/06/2010	27/06/2011	1	182943	Generate
4	99900000312	3511014635	RICELA HEALTH FOODS LMT	Punjab	01/04/2010	30/06/2010	27/06/2011	2	345280	Generate
5	99900000312	3511064493	SATKARTAR SOLVEX PVT LTD	Punjab	01/04/2010	30/06/2010	27/06/2011	2	246307	
6	99900000312	3521120020	EVERSHINE SOLVEX PVT LTD	Punjab	01/04/2010	30/06/2010	27/06/2011	1	127760	Generate
7	99900000312	5020104568	ONGC	Assam	01/04/2010	30/06/2010	27/06/2011	1	110	Generate
8	99900000312	27710370340V	NAGPUR MOTORS PVT LTD	Maharashtra	01/04/2010	30/06/2010	27/06/2011	1	30714	Generate

Navigation buttons: First, Previous, Next, Last. Total Records: 8, Current Page: 1/1.

5. Click on Ack. No to see the details of Invoice.

Sr No.	CST Form No.	Invoice No.	Invoice Date	Value Of Goods	Tax Amount	Invoice Amount
1	241040001411028	55095	25/04/2010	171153	1711.52	172864
2	241040001411028	55094	25/04/2010	170709	1707.09	172416

6. Close this Invoice Details and Press Generate Button. It will ask to save/open the CST-Form. Save the CST-Form. After generation of CST-Form, tax-payer will be able to re-open/download the CST-Form from web-portal; this can be used in event of loss of the CST-Form.

Approved CST Forms

TIN : 24040702004 Firm Name : TORRENT POWER FARMACUTICAL AND TRANSPORT PUBLIC LTD

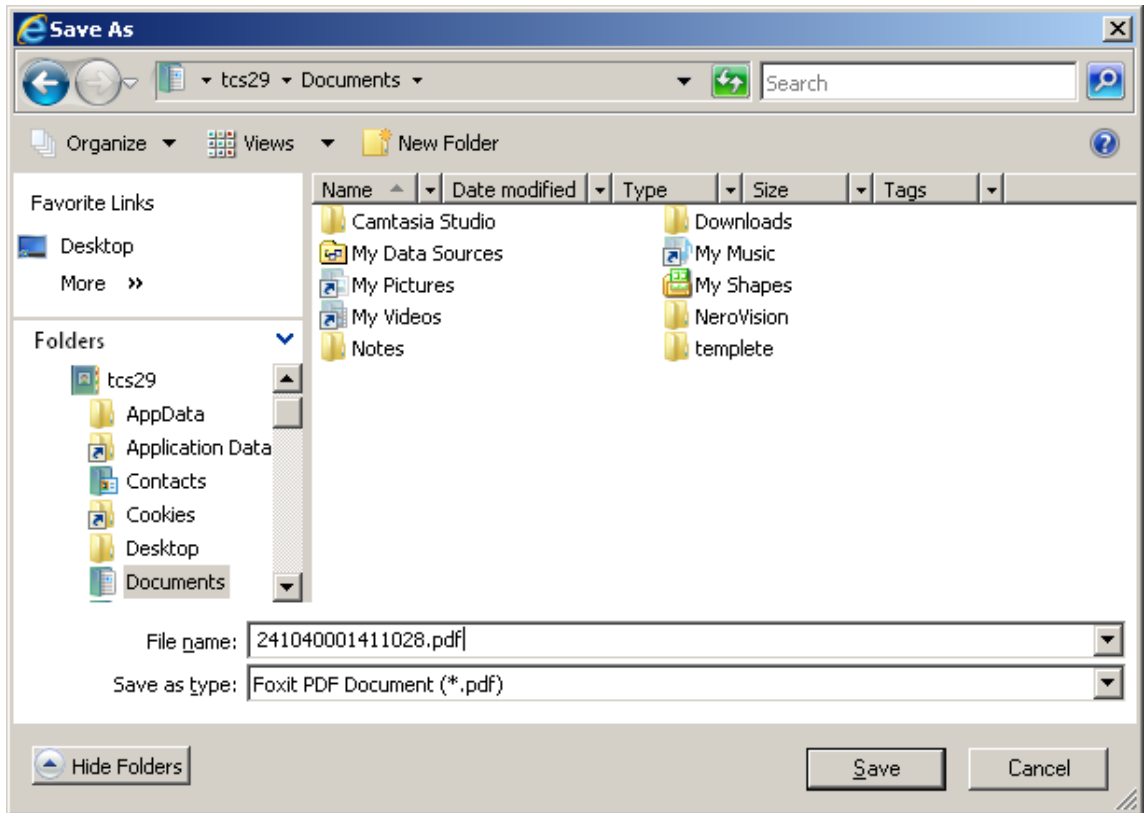
Quarter : 1 July-30 September Year : 2011 - 2012

Form Type : CST-Form C Mode : Regular Additional Add On Amendment

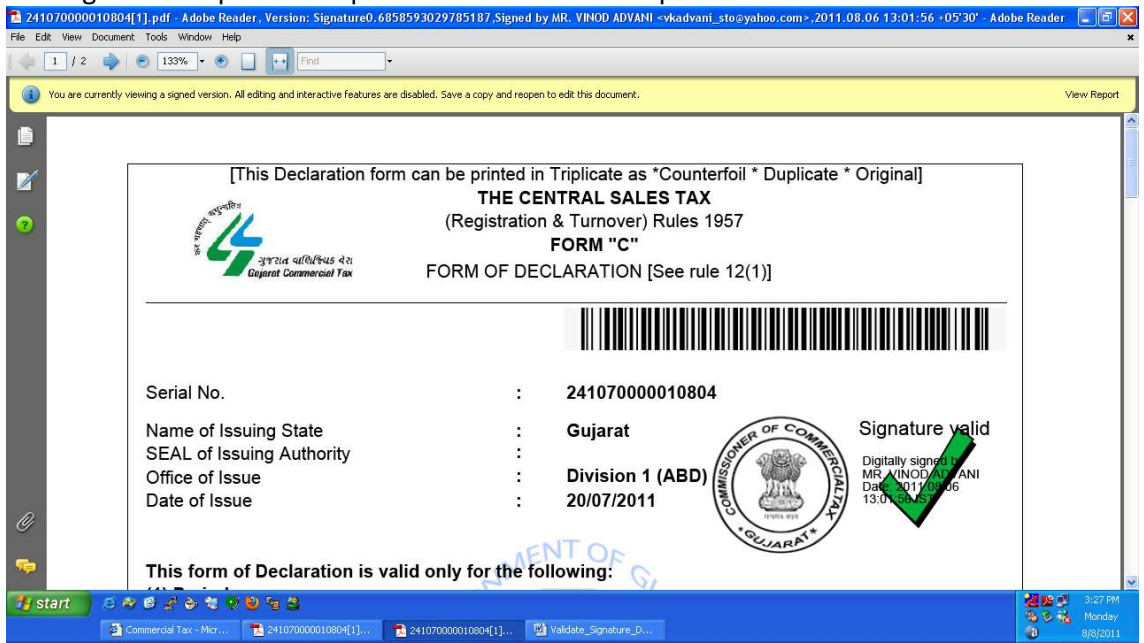
Sr No.	Ack. No.	Seller TIN	Seller Firm Name	Seller State	Period From	Period To	Issue Date	No. of Invoices	Total Invoice Amount	Generate/View Pdf
1	99900000312	1020104568	TEST FIRMS	Assam	01/04/2010	30/06/2010	27/06/2011	2	115	<input type="button" value="Generate"/>
2	99900000312	3242009567	SHREE RAM SOLVEX	Punjab	01/04/2010	30/06/2010	27/06/2011	1	154014	<input type="button" value="Generate"/>
3	99900000312	3431068611	MARULA FOODS PVT LTD	Punjab	01/04/2010	30/06/2010	27/06/2011	1	182943	<input type="button" value="Generate"/>
4	99900000312	3511014635	RICELA HEALTH FOODS LMT	Punjab	01/04/2010	30/06/2010	27/06/2011	2	345280	<input type="button" value="Generate"/>
5	99900000312	3511064493	SATKARTAR SOLVEX PVT LTD	Punjab	01/04/2010	30/06/2010	27/06/2011	2	246307	<input type="button" value="Generate"/>
6	99900000312	3521120020	EVERSHINE SOLVEX PVT LTD	Punjab	01/04/2010	30/06/2010	27/06/2011	1	127760	<input type="button" value="Generate"/>
7	99900000312	5020104568	ONGC	Assam	01/04/2010	30/06/2010	27/06/2011	1	110	<input type="button" value="Generate"/>
8	99900000312	27710370340V	NAGPUR MOTORS PVT LTD	Maharashtra	01/04/2010	30/06/2010	27/06/2011	1	30714	<input type="button" value="Generate"/>

Do you want to open or save 241040001411028.pdf from 10.100.18.94?

7. Save the CST-Form



8. Open this file with Acrobat Read (version X or higher is recommended). Validate signature as per the steps mentioned in next chapter.



3. Validate Digital Signature

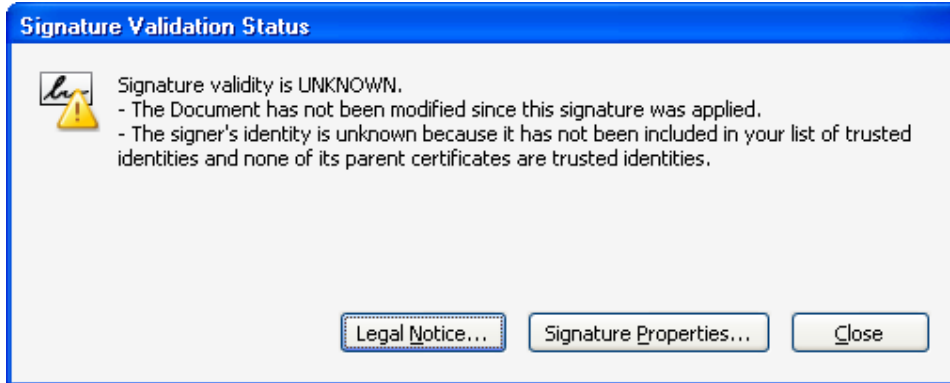
1. Download and install latest version of Acrobat Readers. (Version 10 or higher is recommended).
2. Open PDF of CST-Form in Acrobat Reader.
3. This will show the “Validity Unknown” in Digital Signature.



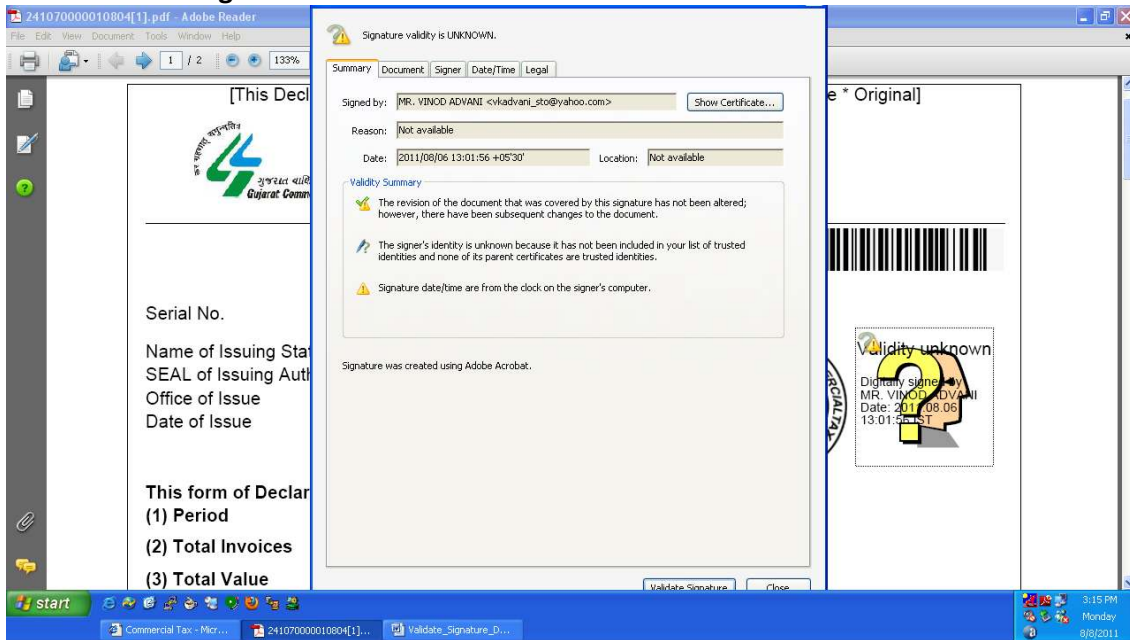
4. Right Click on Digital Signature and Click on Validate Signature.



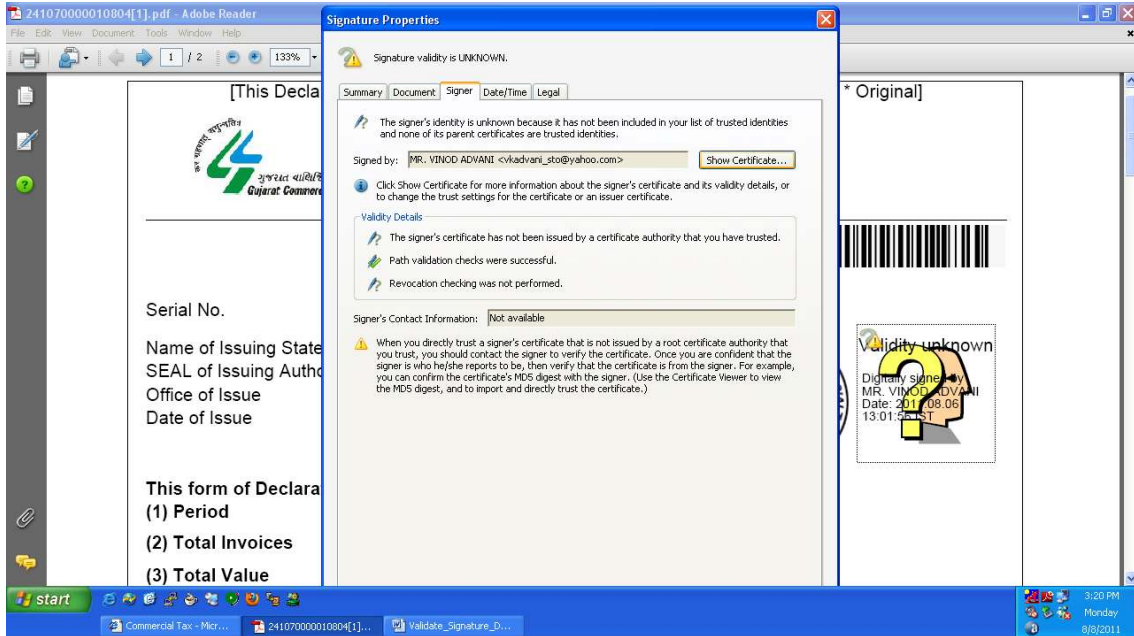
5. Click on **Signature Properties.**



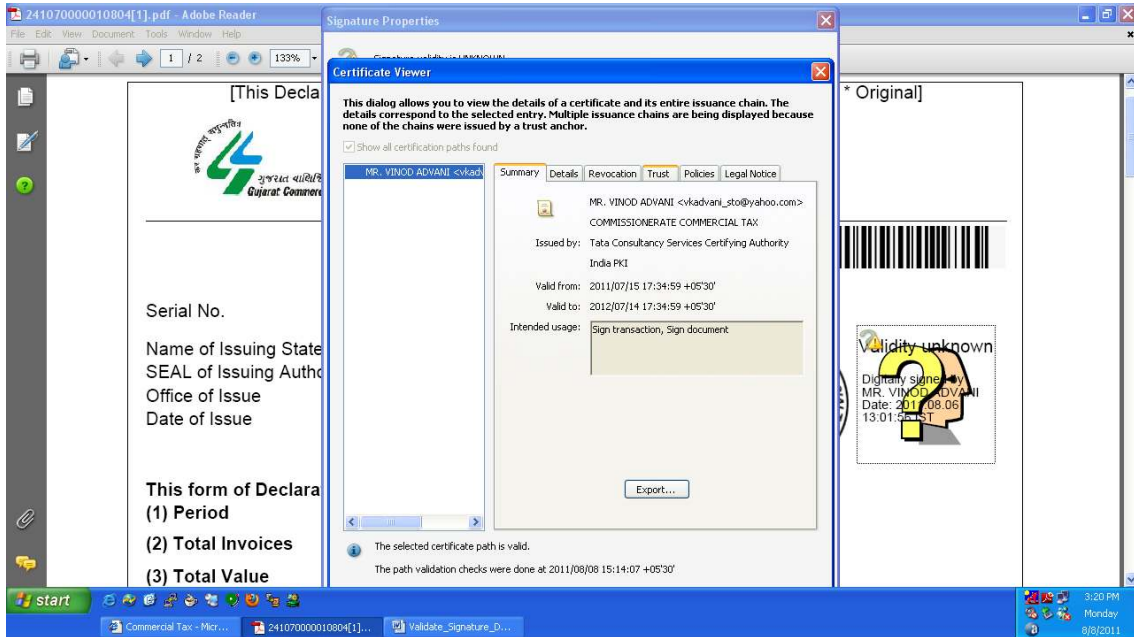
6. Click on **Signer**



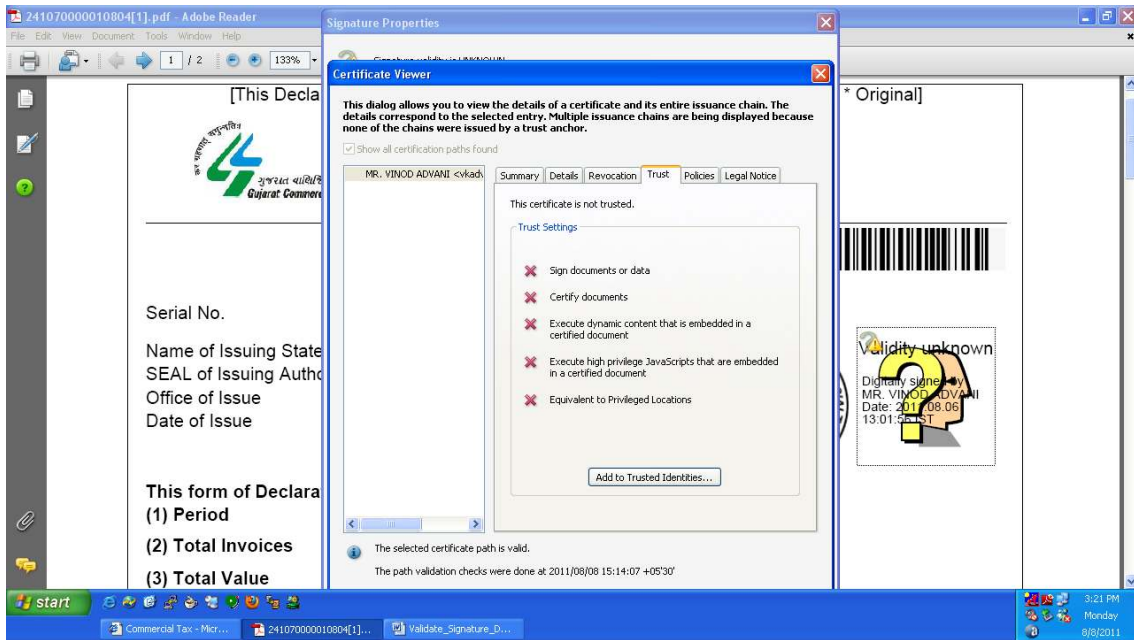
7. Click on Show Certificate.



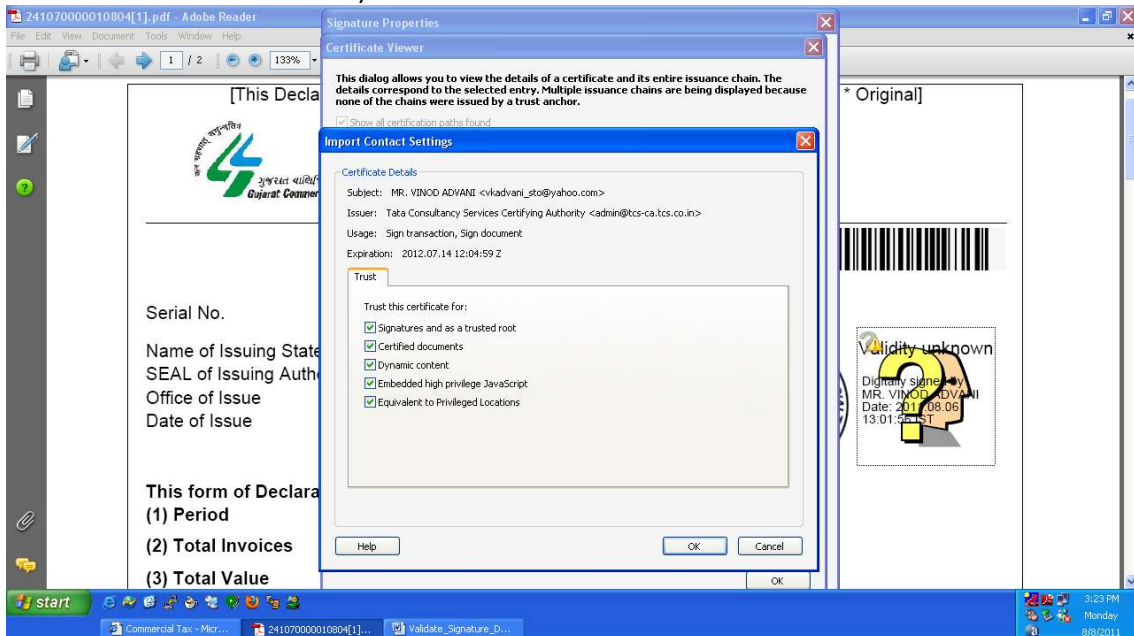
8. Click on Trust.



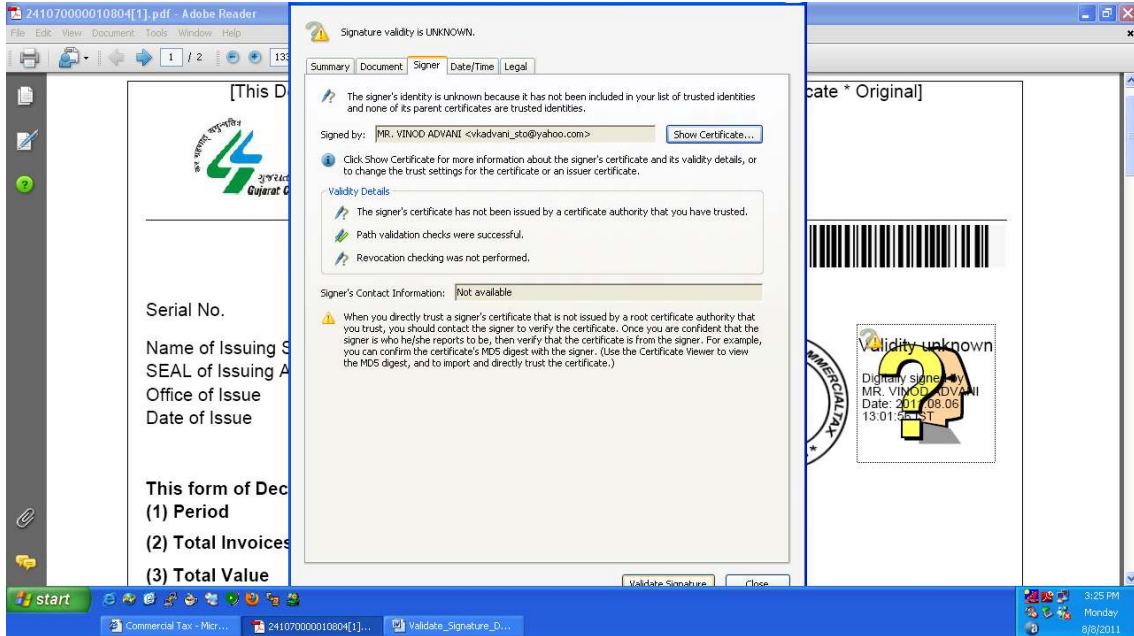
9. Click on the **Add to Trusted Identities.**



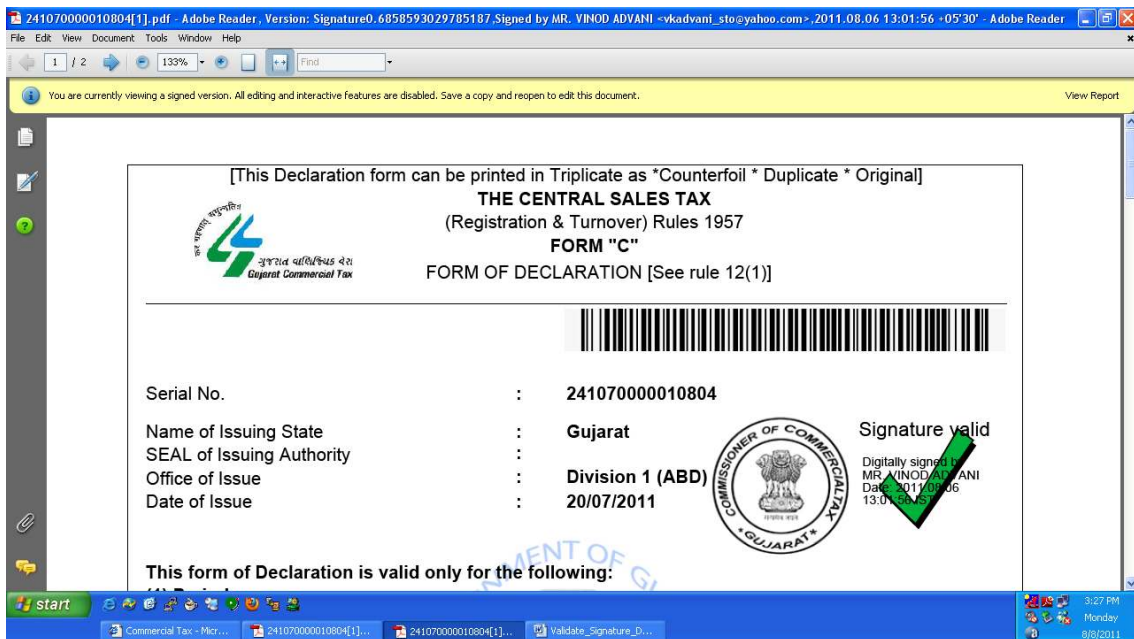
10. Tick all checklist and Click on **OK.** (In some version of Acrobat Reader, only three checkboxes will be available.)



11. Click on Validate Signature.

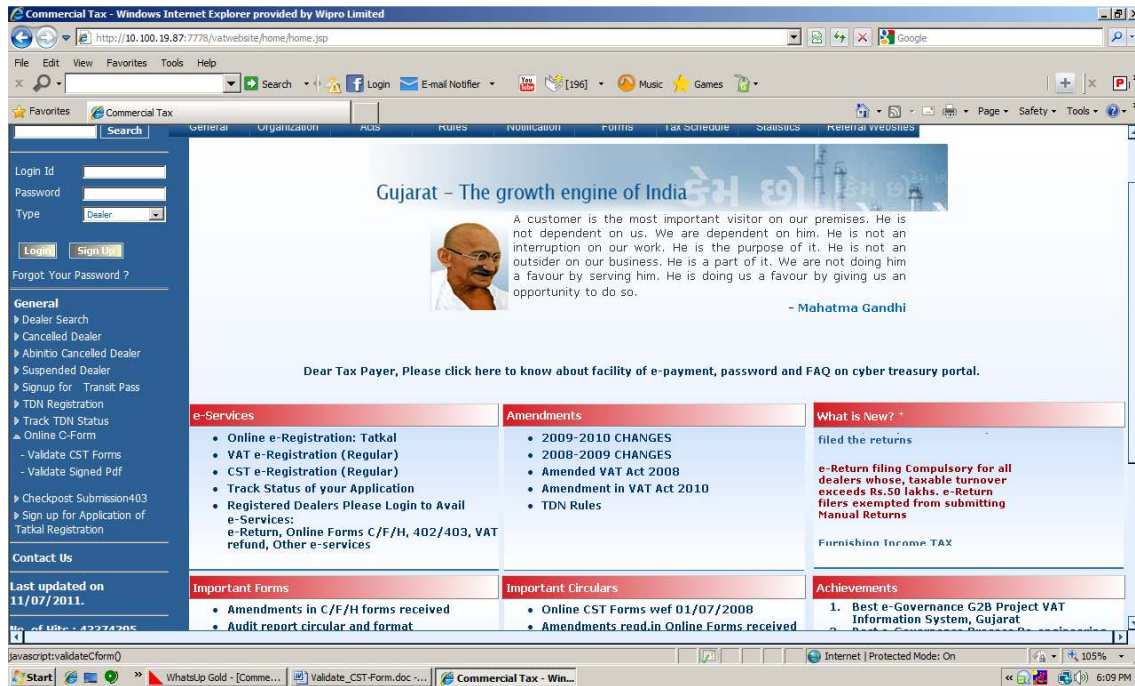


12. Now you can see the PDF of Digital CST-Form with Valid Signature. This exercise is required to perform only once in a computer. Next time, all Digital CST-Form will be automatically signed on that computer.



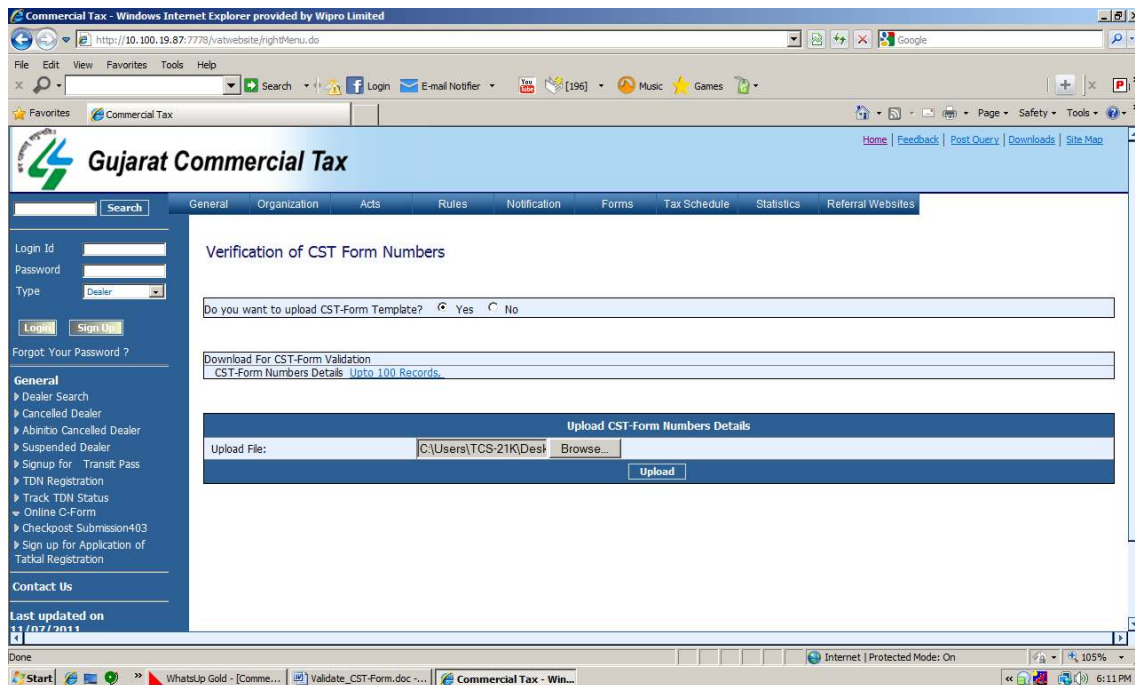
4. Validate Digital CST-Form Numbers

1. Click the link- Validate CST-Forms



The screenshot shows the homepage of the Gujarat Commercial Tax website. The browser address bar displays `http://10.100.19.87:7778/vatwebsite/home/home.jsp`. The page features a navigation menu with options like General, Organization, Acts, Rules, Notification, Forms, Tax Schedule, Statistics, and Referral Websites. A central banner reads "Gujarat - The growth engine of India" with a portrait of Mahatma Gandhi and a quote: "A customer is the most important visitor on our premises. He is not dependent on us. We are dependent on him. He is not an interruption on our work. He is the purpose of it. He is not an outsider on our business. He is a part of it. We are not doing him a favour by serving him. He is doing us a favour by giving us an opportunity to do so." Below the banner, a message says "Dear Tax Payer, Please click here to know about facility of e-payment, password and FAQ on cyber treasury portal." The page is divided into several sections: "e-Services" (Online e-Registration: Tatkal, VAT e-Registration (Regular), CST e-Registration (Regular), Track Status of your Application, Registered Dealers Please Login to Avail e-Services), "Amendments" (2009-2010 CHANGES, 2008-2009 CHANGES, Amended VAT Act 2008, Amendment in VAT Act 2010, TDN Rules), "What is New?" (filed the returns, e-Return filing Compulsory for all dealers whose taxable turnover exceeds Rs.50 lakhs, e-Return filers exempted from submitting Manual Returns, Furnishing Income TAX), "Important Forms" (Amendments in C/F/H forms received, Audit report circular and format), "Important Circulars" (Online CST Forms wef 01/07/2008, Amendments read in Online Forms received), and "Achievements" (Best e-Governance G2B Project VAT Information System, Gujarat).

2. Download the template and fill it with CST-Form numbers. Upload Template.



The screenshot shows the "Verification of CST Form Numbers" page on the Gujarat Commercial Tax website. The browser address bar displays `http://10.100.19.87:7778/vatwebsite/flightMenu.do`. The page has a navigation menu similar to the home page. The main content area includes a "Verification of CST Form Numbers" section with a question: "Do you want to upload CST-Form Template?" with radio buttons for "Yes" (selected) and "No". Below this, there is a "Download For CST-Form Validation" section with a link: "CST-Form Numbers Details Upto 100 Records". At the bottom, there is an "Upload CST-Form Numbers Details" section with an "Upload File:" field containing the path `C:\Users\TCS-21K\Desktop` and a "Browse..." button, followed by an "Upload" button.

3. It will show the details of uploaded CST-Form Numbers

The screenshot shows the Gujarat Commercial Tax portal interface. The main content area is titled "Verification of CST Form Numbers". It contains a form with a radio button for "Do you want to upload CST-Form Template?" set to "No". Below this is a link for "Download For CST-Form Validation" and a section for "Upload CST-Form Numbers Details" with a file upload button. A table displays the following data:

Sr No.	CST Form Number	Purchaser TIN	Purchaser Firm Name	Seller TIN	Seller Firm Name	Seller State	No. of Invoices	Total Invoice Amount	Status
1	241070000030804	10500000000	test1	27430041276C	APC AIR CONTROL	Assam	1	818075	Valid
2	242100000100804	10500000000	test1	27100014540V	HOSPITALITY APPLIANCES PVT LTD	Assam	1	518404	Valid

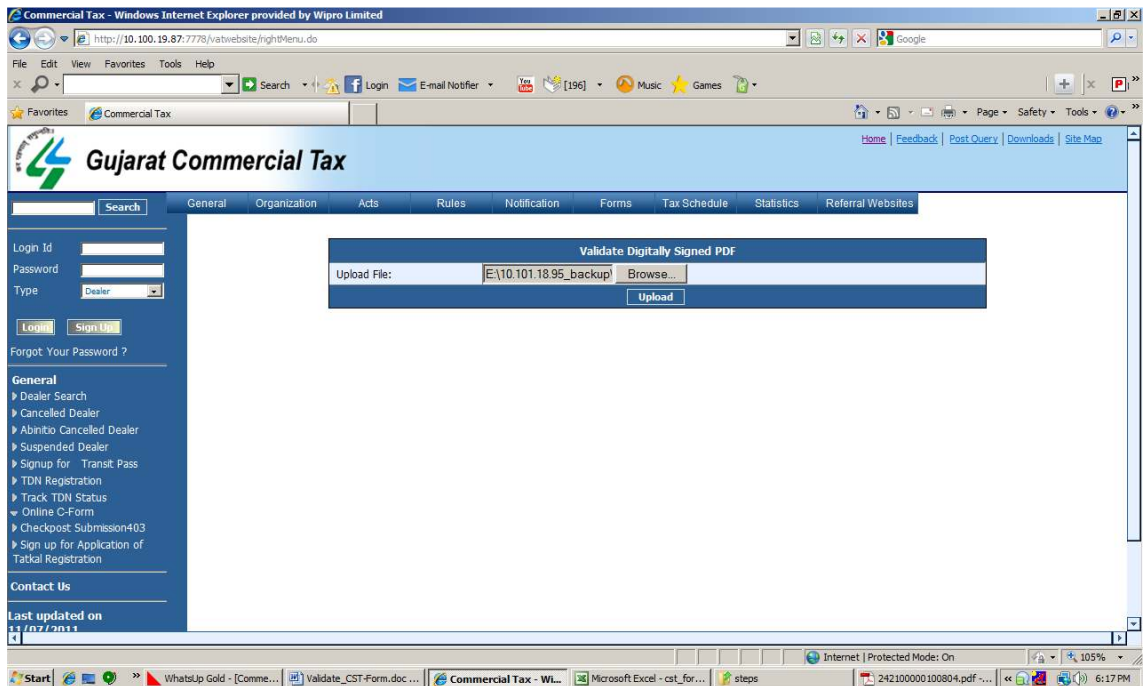
4. Web-Portal is also providing the facility to check individual CST-Form number. Click – “No” in “Do You want upload CST-Form Template?” Enter CST-Form number in provided text-box and Submit

The screenshot shows the same Gujarat Commercial Tax portal interface. The radio button for "Do you want to upload CST-Form Template?" is now set to "No". Below the form, there is an input field for "Enter CST-Form Number" containing the value "241070000030804" and a "Submit" button. The table below shows the verification result for this number:

Sr No.	CST Form Number	Purchaser TIN	Purchaser Firm Name	Seller TIN	Seller Firm Name	Seller State	No. of Invoices	Total Invoice Amount	Status
1	241070000030804	10500000000	test1	27430041276C	APC AIR CONTROL	Assam	1	818075	Valid

5. Validate Signed PDF of Digital CST-Form

1. Click on Link –“Validate Signed pdf” under the “Online C Form” and upload PDF of Signed CST-Form.



6. Web-Portal will show the validity of Digital Signature of uploaded PDF of CST-form.

