

Government of India  
Ministry of Heavy Industries

Online Portal  
for  
GST Concession Certificate  
to  
Person with Disabilities(PWD)

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User Manual  
Version-01

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Site is designed, hosted by National Informatics Centre

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## **1. Introduction:**

Ministry of Finance, Government of India has provided the concessional rate Goods and Services Tax (GST) on Cars for Persons with Disabilities (PWD) vide SI No. 400 of Notification no. 1/2017-Integrated Tax (Rate) dated 28th June, 2017 (amended from time to time). Accordingly, Ministry of Heavy Industries has introduced this scheme in 2018. Issuing the certificates to PWD is a manual and rigorous process and issued to these persons having disability equal to or greater than 40 % irrespective of the fact that the applicant drives the vehicle himself or otherwise. Vehicles permitted for GST concession are:

The concession can be availed for following motor vehicles of length not exceeding 4000 mm only, namely

- Petrol, LPG or compressed natural gas driven vehicles of engine capacity not exceeding 1200 cc
- Diesel driven vehicles of engine capacity not exceeding 1500 cc.

As per the guidelines, the applicants who wants to take the benefit of GST concession are required to submit the following information in the format:

- An application furnishing their personal and UDID details. Among other details, applicant is required to submit the details regarding vehicle model, dealer from whom the vehicle is to be purchased, name of RTO where vehicle is to be registered.
- In case, applicant does not have UDID number, a medical certificate duly signed by a medical practitioner and countersigned by Civil surgeon or a equivalent rank of a Government Hospital in prescribed format
- An affidavit by the applicant that he/she had not availed of this concession in the last 5 years and that he/she will not dispose of the vehicle with GST concession after purchase for a period of 5 years in prescribed format.
- The certificate provided will be valid for a period of three months form date of issue. All such vehicles through this certificate would be registered as "Adapted vehicle" as per Motor Vehicle Act 2019. The applicant is to inform Ministry of Heavy Industries about the purchase of the vehicle within 30 days of the registration of the vehicle.

Ministry of Heavy Industries would accept applications from applicants for GST Concession Certificate online only.

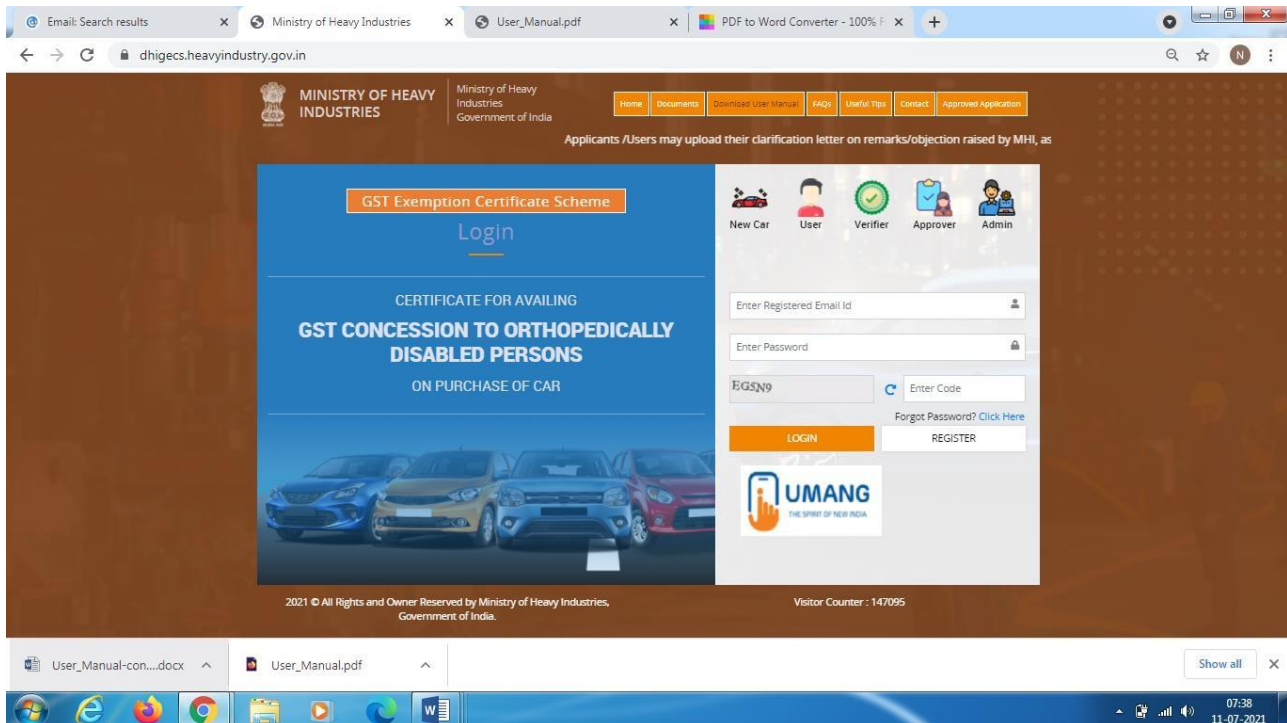
Before applying on-line, followings scan documents are required for uploading in the site:

- 1) PAN card
- 2) Aadhar Card
- 3) UDID Card (in case you have UDID number)
- 4) Photograph
- 5) Signature

## 2. **Home page**

Open the URL: <https://dhigecs.heavyindustry.gov.in/> from any browser or device to access this site.

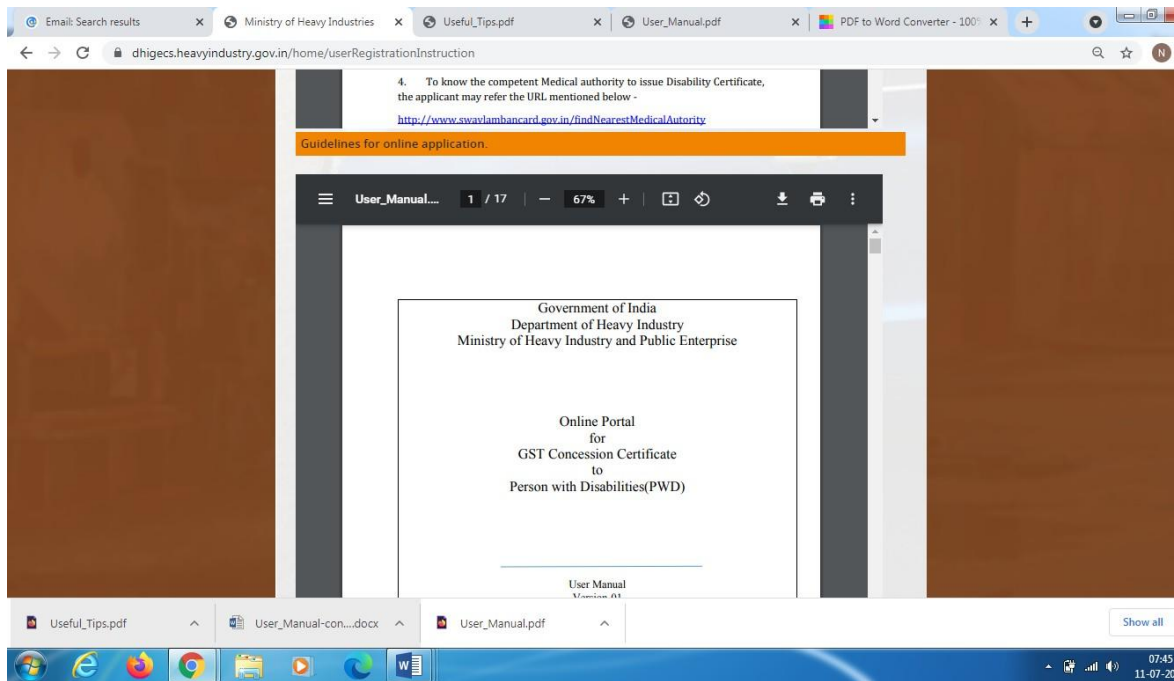
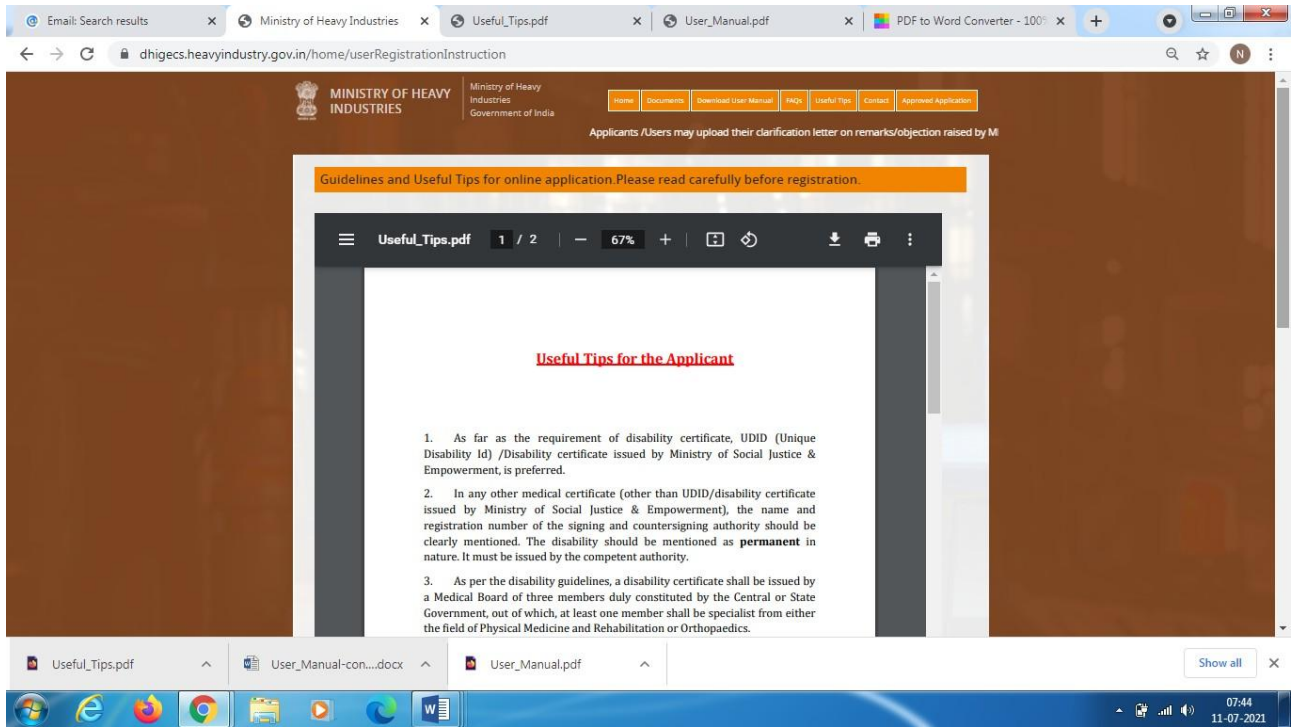
Home page will appear as SCR-1



SCR-1

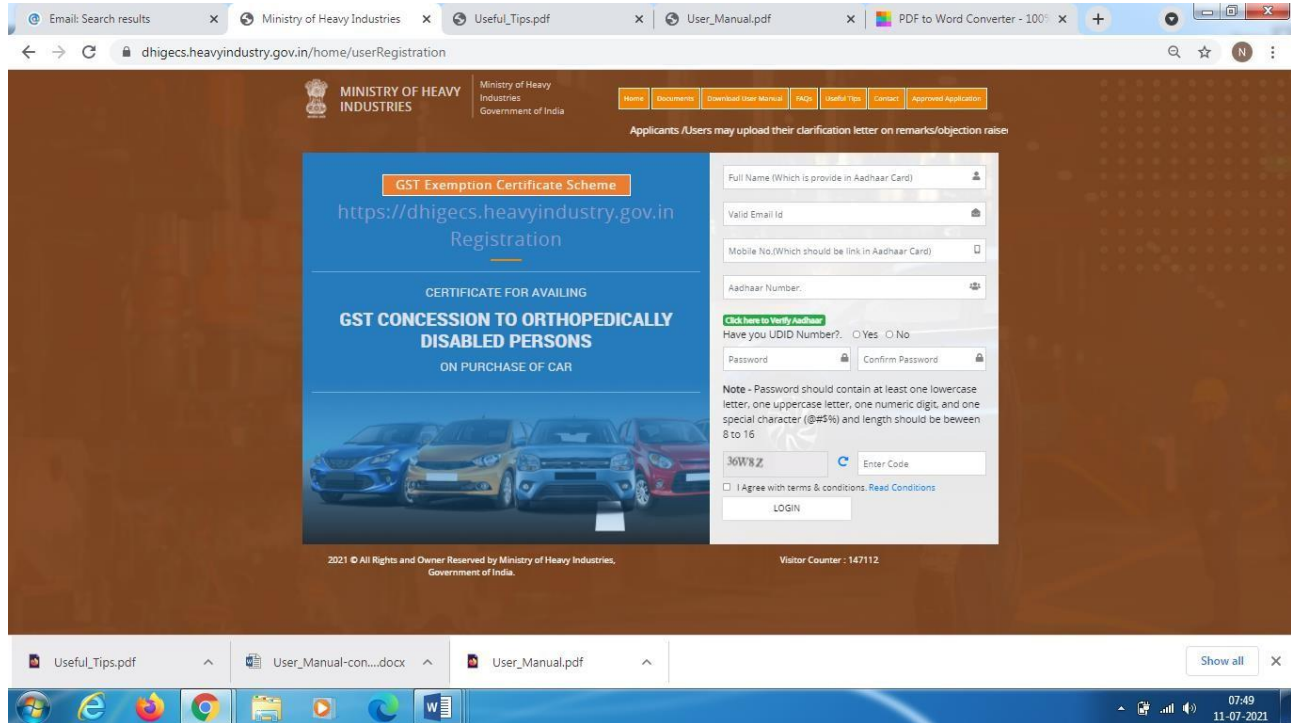
## 3. **Login and Registration Page**

If you are not registered then click "REGISTER" button of SCR-1. SCR-2 will appear



SCR-2

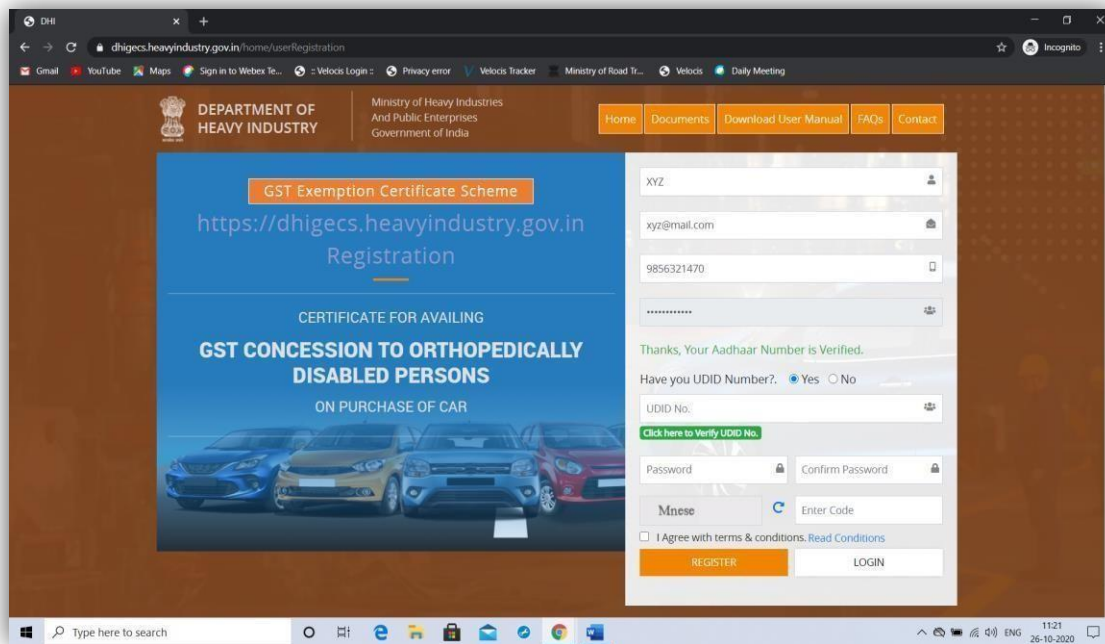
Click here to Register. SCR-3 will appear.



## SCR-3

1. **Name** -> Please fill the valid full name as per the name written in Aadhaar card.
2. **Email** -> Please fill the valid email id .
3. **Mobile Number**-> Please fill the valid 10 digits mobilenumber.
4. **Aadhaar Number**-> Please fill the 12 digits valid Aadhar number (after that "Click here to Aadhaar" button). If it matches then you will get the OTP on your registered mobile number. Otherwise a message "Aadhaar number did not exist.Please enter valid Aadhaar number" will appear.
5. **Enter OTP**-> (in case Aadhaar no. is validated),please fill the OTP which is received in your registered mobile number. Thereafter, click on "Verify Mobile OTP of SCR-3". If your OTP matches, then enter following details.
6. **UDID number (Yes or No details)**

Have you UDID Number?-> If you have UDID number then select "Yes" and if do not have UDID number then select "No". If you select Yes then SCR-5 will open.



### SCR-5

Then fill the UDID valid number and after that "Click here to Verify UDID No. of SCR-5" button. If your UDID number is verified then SCR-3 will open.

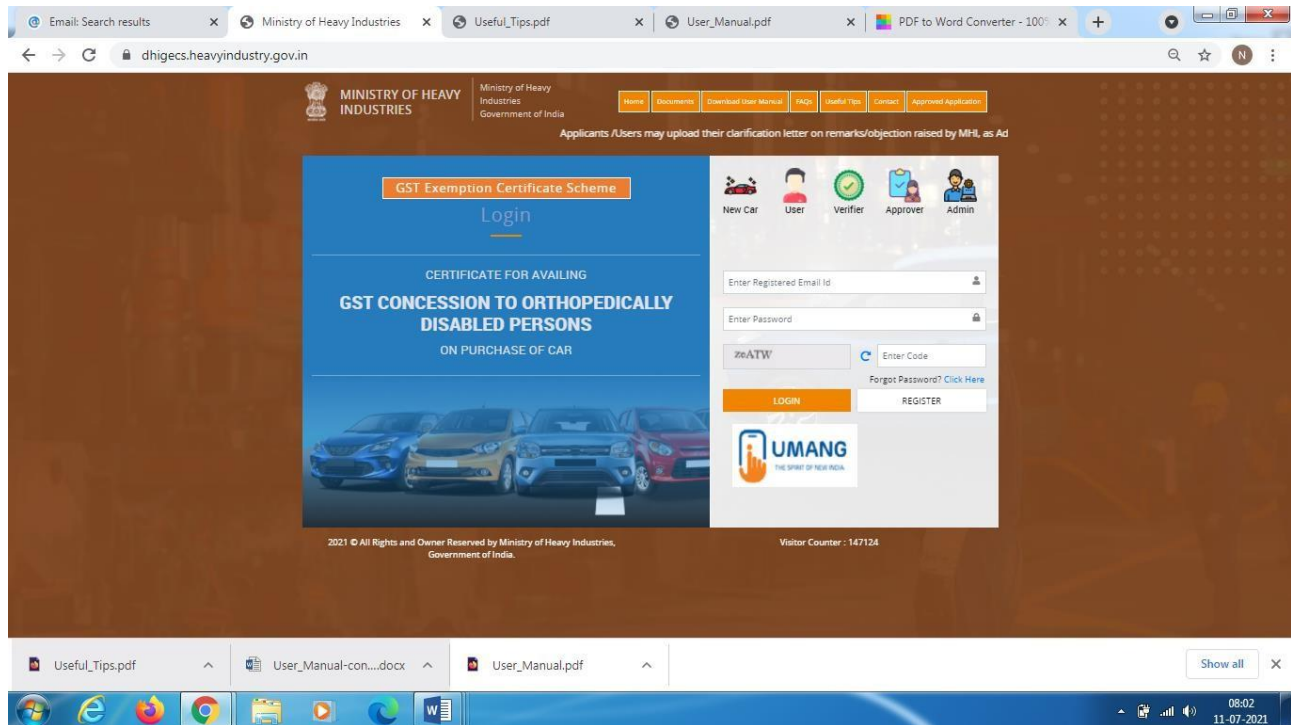
Enter

**Password**-> Please create the password (Password must be at least one lowercase letter, one Uppercase, one number, one special character and minimum length 8 character.).

**Confirm Password**-> Please create the Confirm password (Password must be at least one lowercase letter, one Uppercase, one number, one special character and minimum length 8 character.). Password and Confirm Password should be same.

**Enter Code**-> Please fill the valid captcha code.

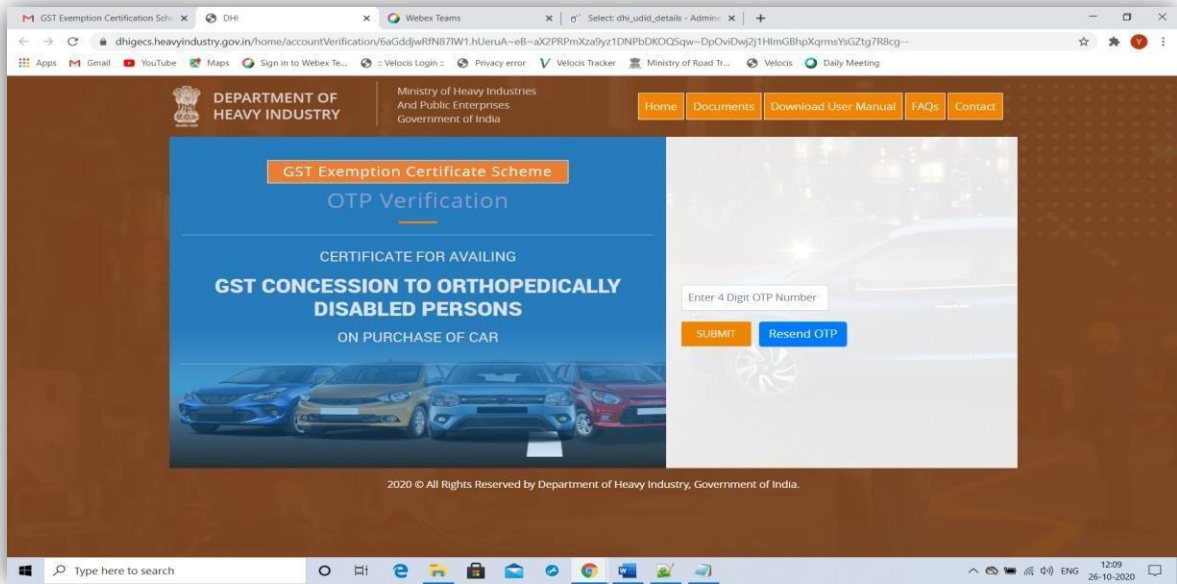
Please Check the “I Agree with terms & conditions of SCR-5”. Now click on “REGISTER” button then SCR-7 will appear.



SCR-7



Then you will get email in your registered email id (which is provided at registration time) with 4 digits OTP and Please click here to activate your account



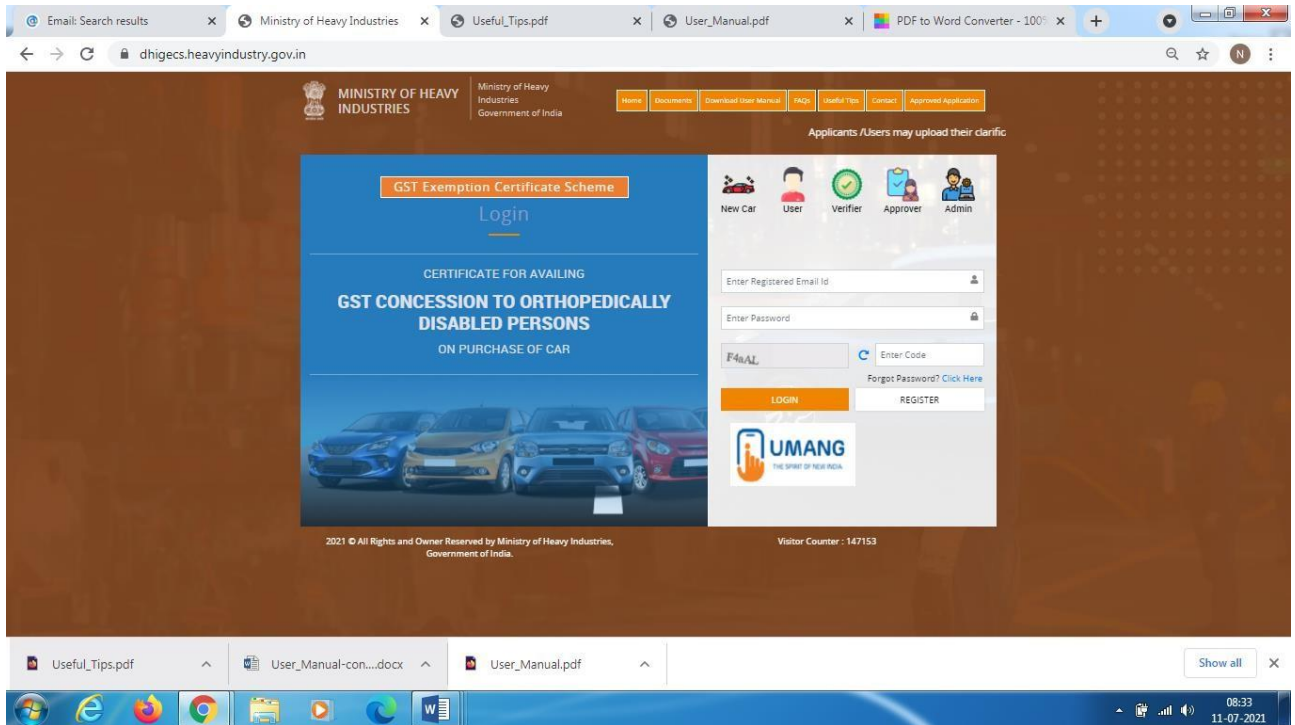
button . Open email and click on “Please click here to activate your account button available in your email content” then

SCR-8

above SCR-8 will open.

Please enter the 4 digits OTP (which is available in your email id) of SCR-8.

Click submit button then below SCR-9 will open.



### SCR-9

Now Your account is activated. You can now login to the site (<https://dhigecs.heavyindustry.gov.in/>) with valid email id and password (which you have filled at the time of registration).

After successful registration, User Dashboard (SCR-10) will open.

### User Dashboard

Department of Heavy Industry

Welcome : XYZ

Dashboard
Application Form for OHP
Download Certificate
Update Vehicle Details
Request Form for OEM/Company
Change Password
Logout

Application Form

Certificate for availing GST Concession to Orthopedically Disabled Persons on Purchase of Car

Note : (\*) marks fields are mandatory

<b>Name of the Person *</b> <input type="text" value="XYZ"/>	<b>Father's Name/Husband's Name *</b> <input type="text" value="Kishan Kumar"/>	<b>Mobile Number *</b> <input type="text" value="9856321470"/>
<b>Email Id *</b> <input type="text" value="xyz@mail.com"/>	<b>Date of Birth *</b> <input type="text" value="10/02/2013"/>	<b>Gender *</b> <input type="text" value="Male"/>
<b>Marks of Identification *</b> <input type="text" value="test"/>	<b>PAN Number *</b> <input type="text" value="ETWPS7711D"/>	<b>Upload PAN Card (File upload max size should be 2 MB)*</b> <input type="button" value="Choose File"/> No file chosen <input type="button" value="Upload"/>
<b>Aadhar Number *</b> <input type="text" value="488018847619"/>	<b>Upload Aadhar Copy (File upload max size should be 2 MB)*</b> <input type="button" value="Choose File"/> No file chosen <input type="button" value="Upload"/>	<b>UDID Number(if available)</b> <input type="text"/>
<b>Upload UDID Proof (File upload max size should be 2 MB)</b> <input type="button" value="Choose File"/> No file chosen <input type="button" value="Upload"/>	<b>State *</b> <input type="text" value="LADAKH"/>	<b>District *</b> <input type="text" value="KARGIL"/>
<b>Pin *</b> <input type="text" value="203131"/>	<b>Residential Address *</b> <input type="text" value="H-1 85 First Floor&lt;br/&gt;Sector 22 Noida"/>	

Details of Car to be Purchased

<b>Company/OEM Name *</b> <input type="text" value="Hyundai Motor India Ltd"/>	<b>Model *</b> <input type="text" value="Elite i20-(Diesel)"/>	<b>Variant *</b> <input type="text" value="Diesel"/>
<b>Power Displacement/Engine Capacity (CC) (Petrol- engine capacity not exceeding 1200 cc, Diesel- engine capacity not exceeding 1500 cc) *</b> <input type="text" value="1396"/>	<b>Length of Car (Length should not exceed 4000 mm)*</b> <input type="text" value="3995"/>	

Details of the Dealer from where Car is to be purchased

<b>Name *</b> <input type="text" value="Test"/>	<b>Email *</b> <input type="text" value="Test@mail.com"/>	<b>Phone Number *</b> <input type="text" value="6395631466"/>
<b>State *</b> <input type="text" value="JAMMU AND KASHMIR"/>	<b>District *</b> <input type="text" value="SHOPIAN"/>	<b>Pin *</b> <input type="text" value="201301"/>
<b>Address *</b> <input type="text" value="3995"/>		

Details of the RTO from where the Car is to be Registered

<b>Name of Registering Authority *</b> <input type="text" value="Rajeev Sahoo"/>	<b>Email *</b> <input type="text" value="test1@mail.com"/>	<b>Phone Number *</b> <input type="text" value="6395631466"/>
<b>State *</b> <input type="text" value="DELHI"/>	<b>District *</b> <input type="text" value="SOUTH"/>	<b>Pin *</b> <input type="text" value="120120"/>
<b>Address *</b> <input type="text" value="H-1 85 First Floor&lt;br/&gt;Sector 22 Noida"/>		

Personal Documents

<b>Photograph *</b> <input type="button" value="Choose File"/> No file chosen <input type="button" value="Upload"/>	<b>Signature of the Applicant *</b> <input type="button" value="Choose File"/> No file chosen <input type="button" value="Upload"/>
--	--

**Note -** The photograph should be in colour and of the size of 3.5cm x 4cm and Size of file should be between 10 KB-50 KB. If you wear glasses make sure that there are no reflections and your eyes can be clearly seen

**Note -** The applicant has to sign on white paper with Black Ink/jel pen. The signature must be signed only by the applicant and not by any other person. Size of file should be between 10 KB-50 KB and should be of the size 3.5 cm x 1.5cm (preferred)

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You can save your filled in information by clicking Draft button of SCR-10. Please

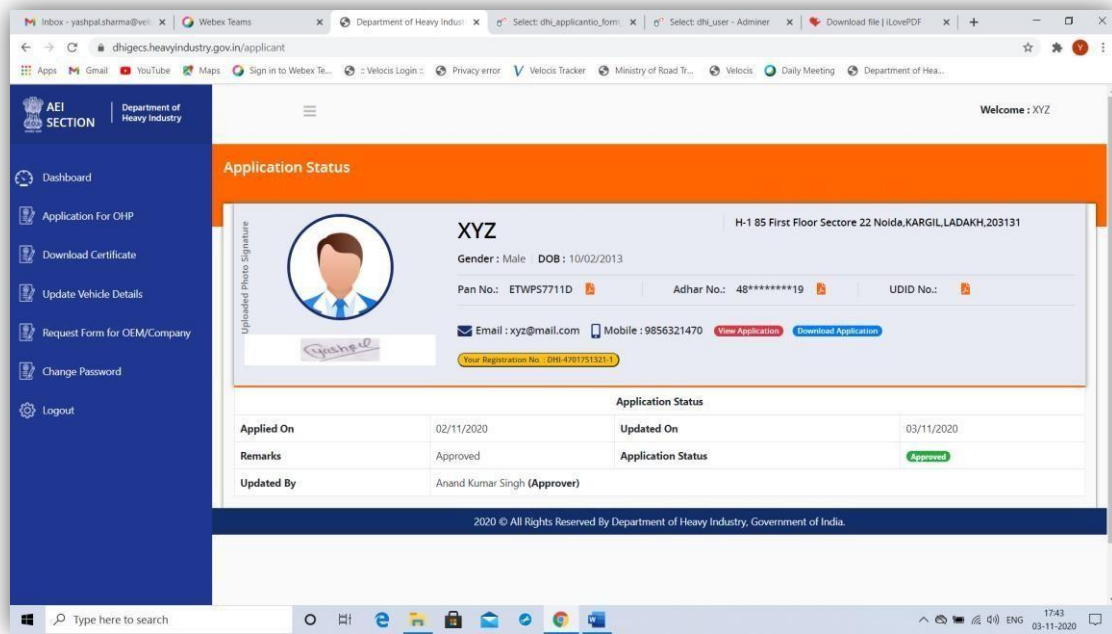
The screenshot shows the 'Application Form' for a 'Certificate for availing GST Concession to Orthopedically Disabled Persons on Purchase of Car'. The form is titled 'Application Form' and includes a navigation menu on the left with options like 'Dashboard', 'Application For OHP', 'Download Certificate', 'Update Vehicle Details', 'Request Form for OEM/Company', 'Change Password', and 'Logout'. The main content area contains a 'Medical Certificate' section with fields for 'Name of the Applicant \*', 'Nature of Orthopedic Impairment \*', 'Percentage of Orthopedic Impairment \*', 'Whether Permanent in Nature \*', 'Name of the Doctor Signing \*', 'Registration Number of the Doctor Signing \*', 'Name of the Counter Signing Doctor (Civil Surgeon/Chairman of Medical Board) \*', and 'Registration Number of the Counter Signing Doctor (Civil Surgeon/Chairman of Medical Board) \*'. There are also file upload sections for 'Upload Medical Certificate (Max file size should be 2 MB)\*' and 'Upload Self Declaration (Max file size should be 2 MB)\*'. A 'Draft' button is visible at the bottom of the form.

fill all mandatory fields (marked as \*) of SCR-10 and click on “Next” button. SCR-11 will appear.

SCR-11

Please fill all mandatory fields (marked as \*) of SCR-11 and click on “Final Submit” button. Application status page (SCR-12) will open.

**Application Status**



## SCR-12

You can view progress of your GST Exemption Certificate as per SCR-12. Once your status is Approved, click on “Download Certificate” button as per SCR-12. Certificate as shown in SCR-13 will appear.

## Certificate

AEI SECTION | Department of Heavy Industry

Dashboard

Application For OHP

Download Certificate

Update Vehicle Details

Request Form for OEM/Company

Change Password

Logout

Welcome : XYZ

Certificate

भारत सरकार  
GOVERNMENT OF INDIA

भारी उद्योग एवं लोक उद्यम मंत्रालय  
Ministry of Heavy Industries & Public Enterprises  
भारी उद्योग विभाग  
Department of Heavy Industry

उद्योग भवन, Udyog Bhawan  
नई दिल्ली, New Delhi-110011

Registration No. : DHI-4701751321-1

Dated : 03.11.2020

**TO WHOMSOEVER IT MAY CONCERN**

In pursuance of the Ministry of Finance Notification No. 14/2019 (Integrated Tax Rate) dated 30th September, 2019 (amended from time to time) on GST/Cess Compensation, this certificate is issued to **XYZ** having Aadhar no. **XXXXXXXX7619** a person with Orthopedic physical disability of 40% & above ( >= 40% ), for purchasing Model of the Car (**Elite (20-Diesel)**) for availing GST concession on purchase of motor vehicle.

2.This certificate is valid for a period of 3 months from the date of issue.

3.The above mentioned vehicle purchased in accordance with above notification is to be registered mandatorily as "Adapted Vehicle".

Anand Kumar Singh  
Director (Auto)

Copy to:

Concerned RTO : Address -H-1 85 First Floor Sector 22 Noida, District - SOUTH, State - DELHI , Pin Code - 120120, Email Id - test1@mail.com

Dealer/OEM : Address - 3995, District - SHOPIAN ,State - JAMMU AND KASHMIR ,Pin Code - 201301, Email Id - Test@mail.com

Note : Compliance of specification of the vehicle in accordance of notification issued by the Ministry of Finance may be ensured. The concession can be availed for following motor vehicles of length not exceeding 4000 mm only, namely

1) Petrol, LPG or compressed natural gas driven vehicles of engine capacity not exceeding 1200 cc.

2) Diesel driven vehicles of engine capacity not exceeding 1500 cc.

Print Download

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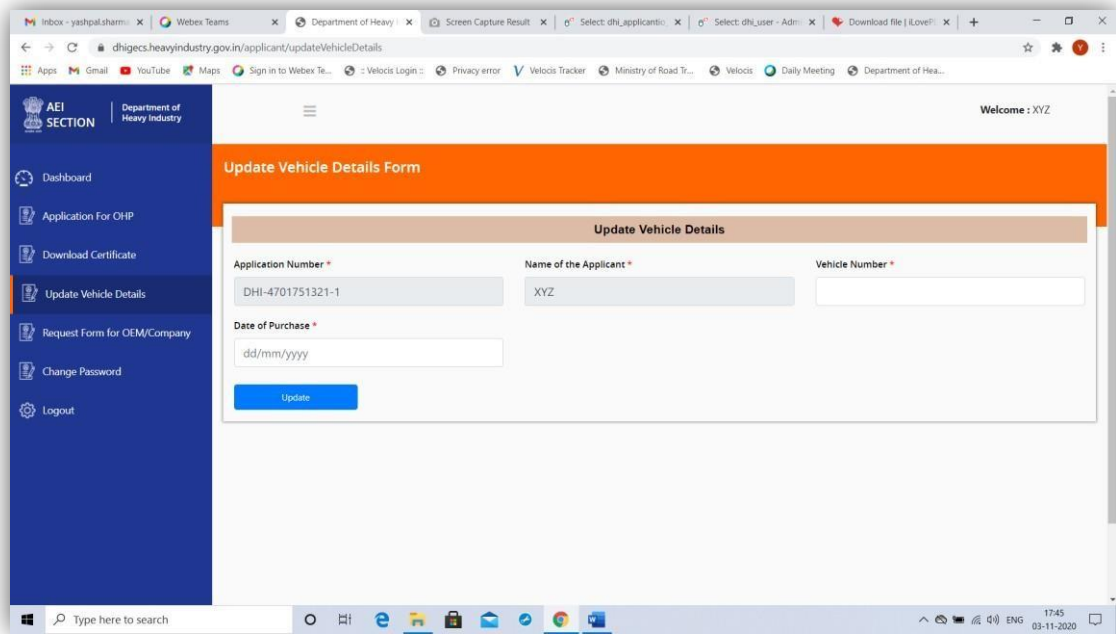
### SCR-13

You can now Download or Print your Certificate as per SCR-13.

### Update Vehicle Details

It is mandatory to update vehicle details after you purchase vehicle. Click Update Vehicle Details as displayed in SCR-14.

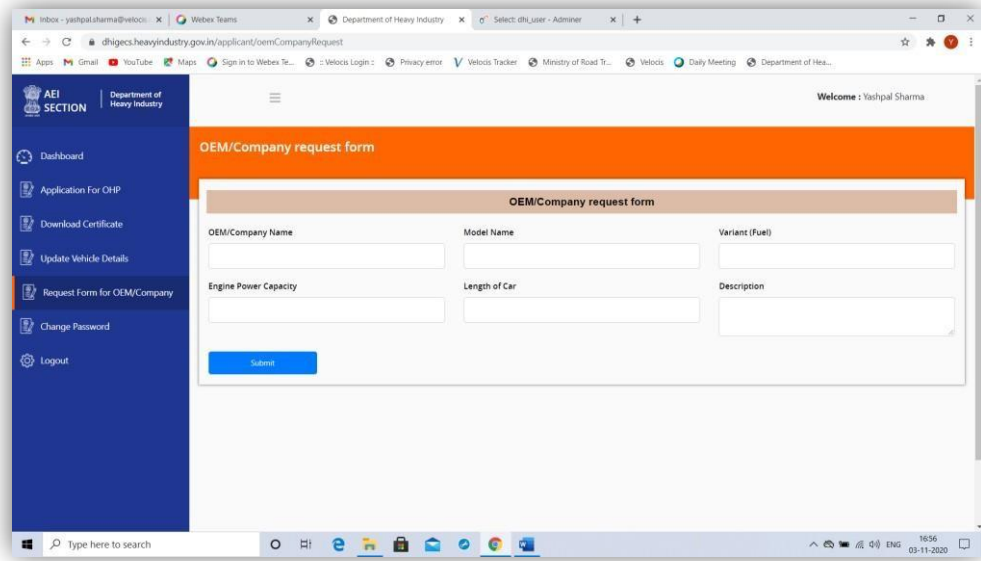
You have to enter Vehicle number and Date of Purchase.



SCR-14

## *Request form for OEM/Company*

*Efforts have been made to include OEM/Company or model of the vehicles in the list. There are chances that some of list of OEM/Company or model of the vehicles are not listed in the list. In that case, you can request for add new OEM/Company or model of the Vehicles. When you click on “Add New OEM/Company Request” button then below SCR-15 will open.*



SCR-15



Add the relevant entries as given in SCR-15 and click the Submit button.

## Change Password

The screenshot shows a web browser window with the URL [dhigecs.heavyindustry.gov.in/applicant/changePassword](http://dhigecs.heavyindustry.gov.in/applicant/changePassword). The page title is "Change Password". On the left, there is a navigation menu with the following items: Dashboard, Application For OHP, Download Certificate, Update Vehicle Details, Request Form for OEM/Company, Change Password (highlighted), and Logout. The main content area has a header "Change Password" and a form with three input fields: "Current Password", "New Password", and "Confirm Password". Below the fields is a blue "Submit" button. The browser's address bar shows the URL and the page title. The Windows taskbar at the bottom shows the search bar and several application icons.

For changing the password, click on “Change Password” of SCR-15.

### SCR-16

Please enter Current Password, followed by New Password. Enter Confirm password which we will be same as of New Password. Submit it.

## Re-submission Application Form

**AEI SECTION** | Ministry of Heavy Industries

Welcome : Testing Data

**Application Form/आवेदन प्रपत्र**

**Certificate for availing GST Concession to Orthopedically Disabled Persons on Purchase of Car/कार खरीद पर जीएसटी रियायत प्राप्त करने के उद्देश्य से अस्थिजनित दिव्यांग के संबंध में प्रमाण-पत्र**

Note : (\*) marks fields are mandatory/चिह्नित फ़ील्ड अनिवार्य हैं

Name of the Person/व्यक्ति का नाम *	Father's Name/Husband's Name/पिता/पति का नाम *	Mobile Number/मोबाइल नंबर *
<input type="text" value="Testing Data"/>	<input type="text" value="Kishan Kumar"/>	<input type="text" value="9856321470"/>
Email Id/ईमेल आईडी *	Date of Birth/जन्म तिथि *	Gender/स्त्री/पुरुष *
<input type="text" value="yashpal.sharma@velocis.co.in"/>	<input type="text" value="10/02/2013"/>	<input type="text" value="Male/स्त्री"/>
Marks of Identification/पहचान के निशान *	PAN Number/पैन नंबर *	Upload PAN Card/पैन कार्ड अपलोड करें (File upload max size should be 2 MB) *
<input type="text" value="test"/>	<input type="text" value="ETWPS7711D"/>	<input type="button" value="Choose File"/> No file chosen <input type="button" value="Upload"/>
Aadhar Number/आधार संख्या *	Upload Aadhar Copy/आधार की प्रति अपलोड करें (File	UDID Number(if available)/यूडीआईडी नंबर (यदि उपलब्ध

For re-submission of the application form , login to your account, click on “Application For OHP” menu, send the application form for approval after the correction/updation of document in the application form.