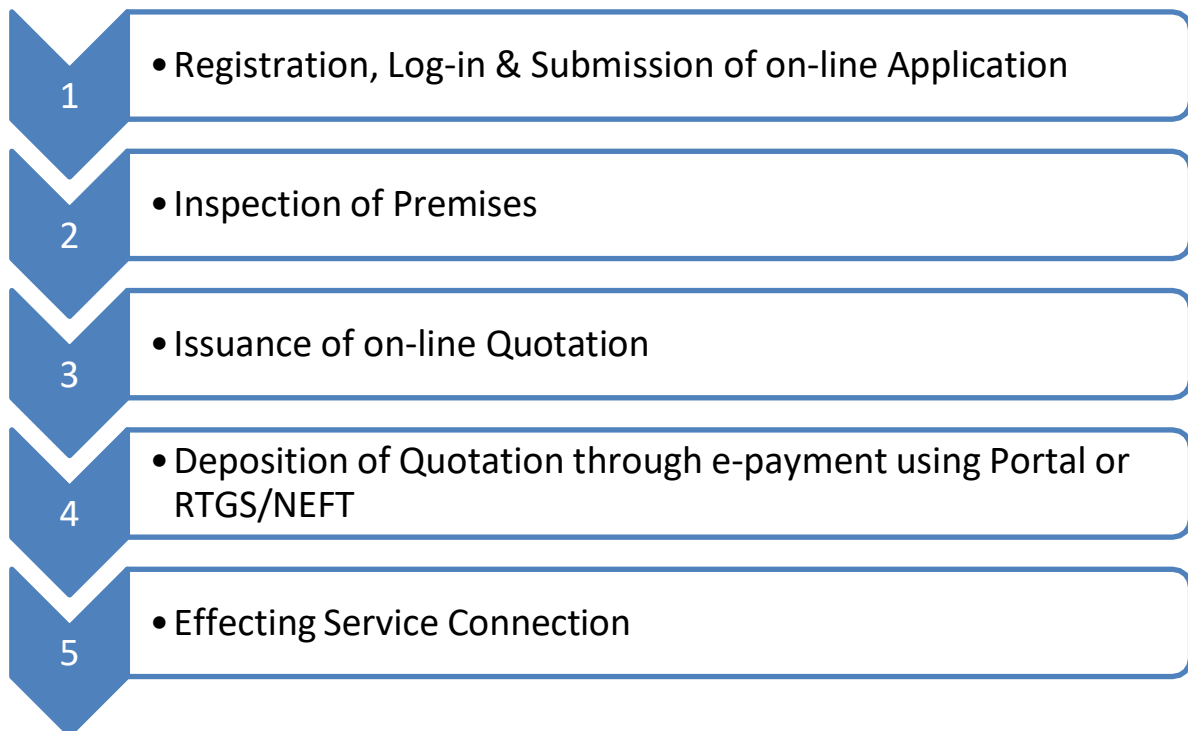# Manual of WBSEDCL Online System for New Connection (Temporary)

WBSEDCL prefers online application for new connection

Process flow

1	• Registration, Log-in & Submission of on-line Application
2	• Inspection of Premises
3	• Issuance of on-line Quotation
4	• Deposition of Quotation through e-payment using Portal or RTGS/NEFT
5	• Effecting Service Connection

Details

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Step 1: Open User Login Page

On WBSEDCL Portal Home page: https://www.wbsedcl.in select tab Consumer Corner > Connection Management > Online application > Temporary (Puja/Others)

URL of the online system: https://portal.wbsedcl.in/ConsumerLogin/Temporary_Connection.jsp

Step 2: New User Registration

Click on New User link to create a new user id which will be used for new online application.

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Step 3: Provide Details for new user id creation

Fill the details: Name, User ID & Mobile Number. Next click on Generate OTP Button. An OTP will be sent to the Mobile Number.

Step 4: Validating via OTP

Fill up the OTP & then click on Validate Button.

Step 5: Fill up Email & Password

Next Email ID & Password need to be filled up. After that click on Submit Button.

Step 6: Successful User ID Creation

After Submit the user id will be created & a successful message will be shown. The Login credentials will be mailed to the respective mail id also.

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Step 7: Login using created User ID & Password

Next Go to Login Page via following path: Consumer Corner > Connection Management > Online application > Temporary (Puja/Others). Provide Username & Password to Login to Temporary New Connection application page.

Step 8: Filling up Applicant & Connection Details

Fill the required details. First Need to fill up Name of Concerned Person / Organisation.
Applicant need to select respective Region & CCC.

Tips :

   a. **Region:**
      User can check nearby locality and get their Region Name.
   b. **Customer Care Centre (CCC)** :
      User can check nearby locality and get their Customer Care Centre. User's
      Customer Care Centre might be same as them. For more information, user can
      contact toll Free Numbers (available in website).

Then Applicant needs to select Purpose of the connection from:

   - Puja
   - Election
   - Others

Applicant need to fill up Address of Concerned Person/ Organization & Connection Address.

Step 9: Filling up Connection From & To Date

Next select Duration of Connection (From & To Date) and click Calculate button. Application need to be submitted at least 2 days before the starting date of connection.

Number of Days will be calculated by system & will be shown. Number of days should be maximum of 10 days.

Step 10: Filling up Load (KW) required

Next fill up the load (KW) required & then click Submit Button. Applied load should be less than 42.5 KW.

Step 11: Submission of Details

Then click on Submit button to submit the application.

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Step 12: Successful message with Application No

Temporary New Connection Applied Successfully message will be shown along with the application no.

Also details of application will be shown to applicant whenever he/she moves to Temporary New Connection tab.

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Step 13: Inspection

Authorized representative of WBSEDCL will inspect the premises after quotation amount deposition to ascertain:

1) Whether any connection already exists (live / disconnected)?
2) If exists, then:
   i)   is the particular premises (new one) is physically separate from the existing premises (old one) along with electrical wiring?
   ii) is there any O.S.D. against the old connection?
3) Whether the existing system capable to deliver the demand loads?
4) Whether any maintenance jobs require to be done on the existing system?
5) Whether the Intending Consumer has completed his portion of work i.e.: Readiness of premises, Installation of Main Switch, Installation of earthing, Completed the wiring etc.

in order to assess any deviations, if any.

Step 14: Quotation Generation

On satisfactory inspection in all respect by WBSEDCL officials, quotation will be generated & will be available in Temporary Quotation Letter Download tab. The same can be downloaded by clicking Download Letter button.
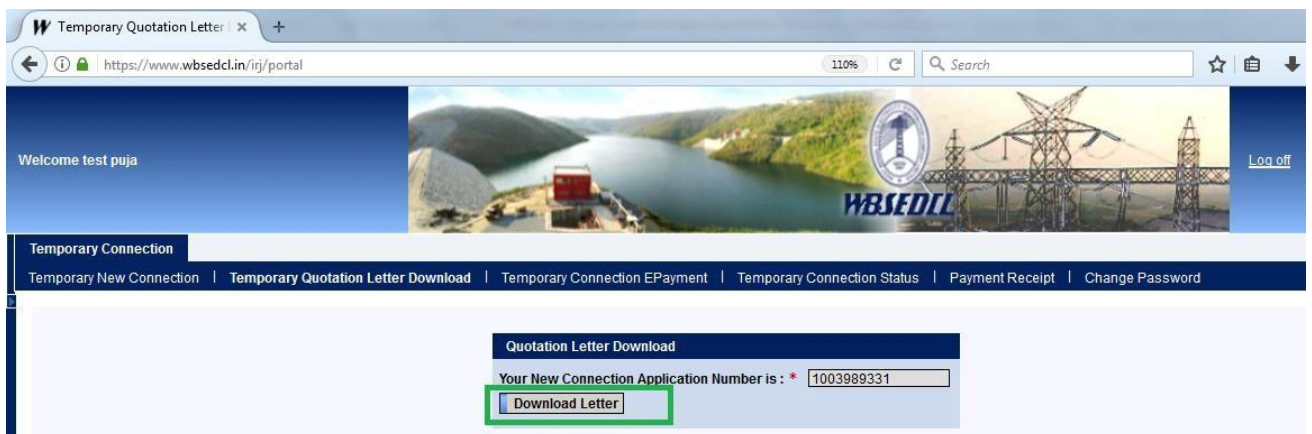
Step 15: Sample Quotation Letter

Sample Temporary Quotation is shown below.

WBSEDCL TEMPORARY CONNECTION QUOTATION REPORT(PUJA)

Supply Office	:	MAHINAGAR CCC-3113500
Application Number	:	1000000964
Name of the Applicant	:	TUHIN SOVAN KOLEY
Address	:	40. KOLKATA KARUNAMOYEE
Phone Number	:	9474813396
Application Type	:	Temporary Connection
Reference ID	:	100002432
Contract Demand	:	2 KW
Quotation Date	:	23/09/2016
From Date	:	23/09/2016
To Date	:	29/09/2016
Number Of Days	:	7
Applicable Tariff Scheme	:	A(ST)

Payable Amount Details

Total Service Connection Charge	:	500
Energy Charge	:	3164
Meter Cost	:	1500
2) Security Deposit	:	4664
Total Payable Money	:	5164.0

Step 16: Quotation E-Payment using Portal

Quotation amount can be paid online by going to Temporary Connection EPayment tab.
Then clicking on the Next button will show the Payable amount breakup.

Consumer need to follow below steps (options marked in below screen shot also):

1. By clicking on Pay Now button will show the various online payment modes available.
2. Consumer need to select convenient option.
3. Check "I Agree With Terms and Conditions" checkbox.
4. Click Confirm button
5. Then click Proceed to Pay button.

Step 17: Quotation E-Payment using RTGS/NEFT

Consumers can also e-pay the quotation amount via RTGS/NEFT through Website of respective Bank. In this E-collection procedure, temporary customers of WBSEDCL can pay their quotation amount. There will not be any requirement of preregistration on the part of customers; they can pay the quotation amount in the Virtual Bank Account following the below mentioned logic.

Category of Payments	Account Nos. to be filled up/ mentioned through RTGS/ NEFT
For payment of Quotation Amount (New Service Connection & Load Extension Cases)	WBQ X X X X X X X X X Y Y Y Y Y Y Y Y Y Y Customer Ref ID Application No.

Here the length of Customer Ref ID is fixed for 9 digits whereas the length of Application No. varies. The virtual account should not contain any blank space and or any other characters/ special characters.

To know the exact Virtual Bank Account No, intending consumers need to check his/her Quotation.

The IFSC Code "ICIC0000104" should be used for fund transfer activities in these cases.

The aforesaid IFSC code is related to CMS, Branch of ICICI Bank Ltd.

The whole process is integrated with Bank's system using web-service call procedure and the payment posting for successful transactions has been scheduled automatically. For the failed transactions the bank will return the amount to the respective accounts of the payees wherefrom the amount has been remitted.

Below are some sample screenshots of online RTGS/NEFT payment activity through intending consumer's bank website/app.

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Step 18: Payment Receipt Page

After successful payment of the Quotation amount the payment receipt can be generated from Payment Receipt tab.

Step 19: Tracking Application Status

Consumer can track the Application status by going to Temporary Connection Status tab & then clicking View Status button.

Step 20: Effecting Service Connection

After payment of quotation, connection will be effected according to consumer's application. The same will be reflected at the Temporary Connection Status tab also.

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