



## ***Obtaining Electricity connection***

*without the need for a physical touch point for document submission for:*

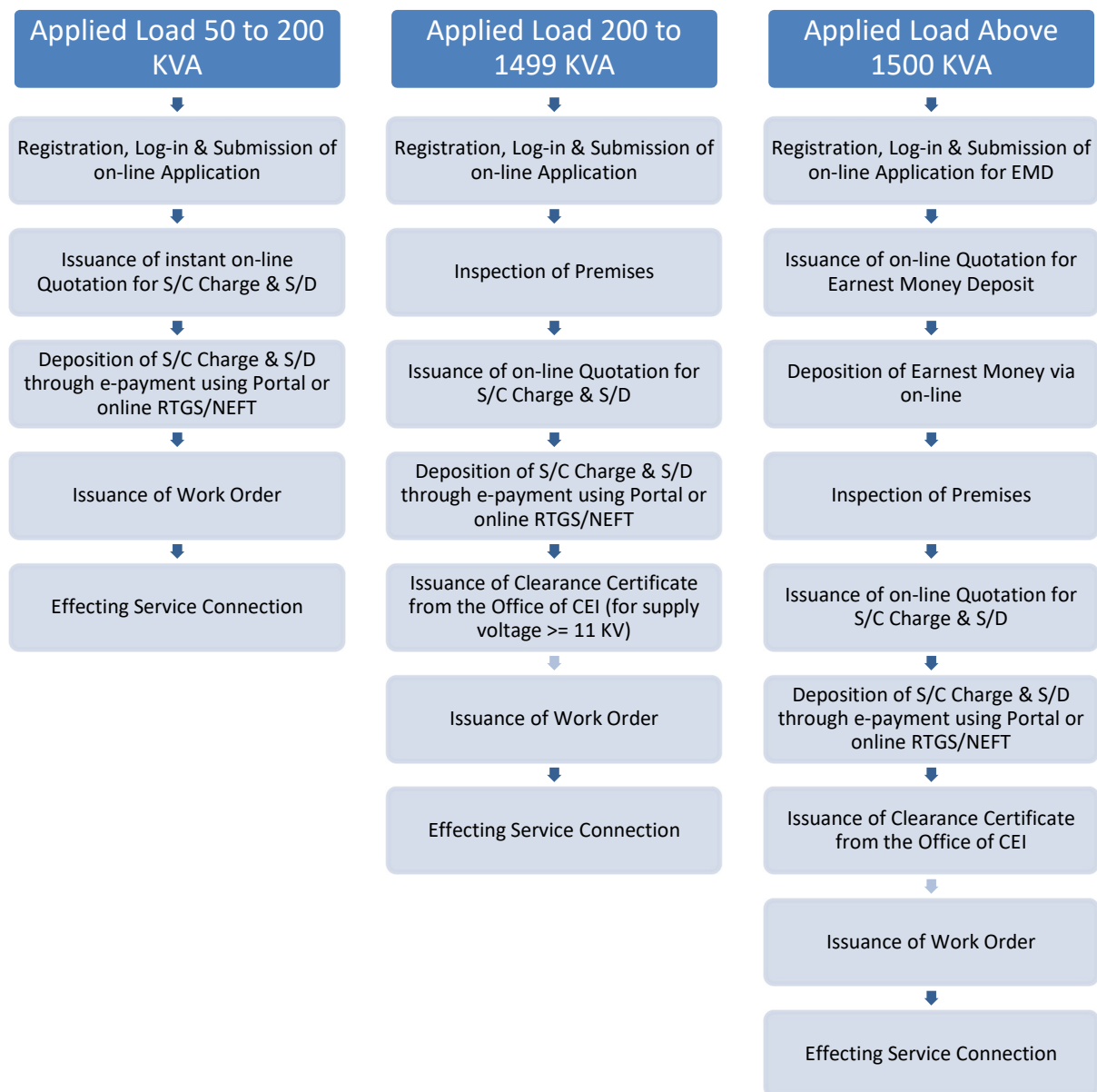
- I. Obtaining New electricity connection.*
- II. Obtaining Drawing Approval from Electrical Inspectorate*
- III. Sanction of power supply*

*And Mandate that all applications are submitted online.*

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## WBSEDCL online system for obtaining electricity connection.



WBSEDCL Login Page: <https://portal.wbsedcl.in/AllPortalSSOLogin/UserLogin.jsp>

## Step 1: Open User Login Page

On WBSEDCL Portal Home page: <https://www.wbsedcl.in> select tab Consumer Corner > Connection Management > Online application > New Connection (Industrial)

## Step 2: New User Registration

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

The screenshot shows the WBSEDCL portal interface. The top navigation bar includes links for HOME, ABOUT US, CONSUMER CORNER, TENDERS, PROJECTS, NEWS & REPORTS, SOLAR PV APPLICATION, and NOTIFICATIONS. The 'CONSUMER CORNER' tab is active, and the 'New Connection (Bulk/Industrial)' sub-tab is selected. On the left sidebar, the 'New User' link is highlighted with a green box. The main content area displays the 'New Connection (Bulk/Industrial)' form. This form includes a 'My Account' section with a user icon, a 'Username' field, a 'Password' field, a 'Captcha Text' field with a 'Refresh Text' button, and a 'Login' button. To the right of the login fields, there is a 'New User' link (highlighted with a green box) and a 'Forget Password' link. The page also features a 24x7 Helpline number (19121) and a search bar.

## 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.

The screenshot shows the 'Registration For Industrial New Connection Applicant' form on the WBSEDCL portal. The form is titled 'West Bengal State Electricity Distribution Company Limited' and 'Registration For Industrial New Connection Applicant'. It includes a section for 'Fields marked with an asterisk (\*) are mandatory' with the following fields: 'Name: \*', 'User ID: \*', and 'Mobile Number: \*'. Each field has a corresponding input box. A 'Generate OTP' button is located to the right of the 'Mobile Number' field. Below the form, there is a blue banner with the text 'In case of any problem, please report us [here](#)'.

## Step 4: Validating via OTP

Fill up the OTP & then click on **Validate** Button.

The screenshot shows the WBSEDCL portal interface for industrial new connection applicants. The page title is "Registration For Industrial New Connection Applicant". A red message states "OTP has been send to Your Mobile Number". Below this, a form contains the following fields: "Name: \*" (filled with "Test User"), "User ID: \*" (filled with a green bar), "Mobile Number: \*" (filled with a green bar), and "Provide OTP: \*" (empty). To the right of the form are two buttons: "Regenerate OTP" and "Validate". The "Validate" button is highlighted with a green box. A blue banner at the bottom reads "In case of any problem, please report us [here](#)".

## Step 5: Fill up Email & Password

Next Email ID need to be filled up. After that click on **Generate OTP** Button.

The screenshot shows the WBSEDCL portal interface for industrial new connection applicants. The page title is "Registration For Industrial New Connection Applicant". A form contains the following fields: "Name: \*" (filled with "Test User"), "User ID: \*" (filled with a green bar), "Mobile Number: \*" (filled with a green bar), and "Email ID: \*" (filled with "jxxxxxxxxx@gmail.com"). To the right of the form is a button labeled "Generate OTP", which is highlighted with a green box. A blue banner at the bottom reads "In case of any problem, please report us [here](#)".

Fill-up the OTP & click on validate button.

The screenshot shows a web browser window with the URL `portal.wbsecl.in/webdynpro/resources/wbsecl/newconselfregindustrial/NewConSelfRegIndustrial#`. The page header displays the WBSEDCL logo and the company name. Below the header, the title "Registration For Industrial New Connection Applicant" is shown. A red message states "OTP has been send to Your Email ID". The form contains the following fields: Name (\*), User ID (\*), Mobile Number (\*), Email ID (\*), and Provide OTP (\*). The "Provide OTP" field is filled with "266047". A "Validate" button is highlighted with a green box. A "Regenerate OTP" button is also present. A blue banner at the bottom says "In case of any problem, please report us [here](#)".

OTP has been send to Your Email ID

Fields marked with an asterisk (\*) are mandatory

Name: \* Test User

User ID: \* [Redacted]

Mobile Number: \* [Redacted]

Email ID: \* [Redacted]@gmail.com

Provide OTP: \* 266047

Regenerate OTP

Validate

In case of any problem, please report us [here](#)

Enter the Password & Confirm Password and then click on Submit button.

The screenshot shows the same web browser window as the previous one. The form now includes Password (\*) and Confirm Password (\*) fields, both filled with masked characters. The "Submit" button is highlighted with a green box. A "Reset" button is also present. The blue banner at the bottom remains the same.

Fields marked with an asterisk (\*) are mandatory

Name: \* Test User

User ID: \* [Redacted]

Mobile Number: \* [Redacted]

Email ID: \* [Redacted]@gmail.com

Password: \* [Redacted]

Confirm Password: \* [Redacted]

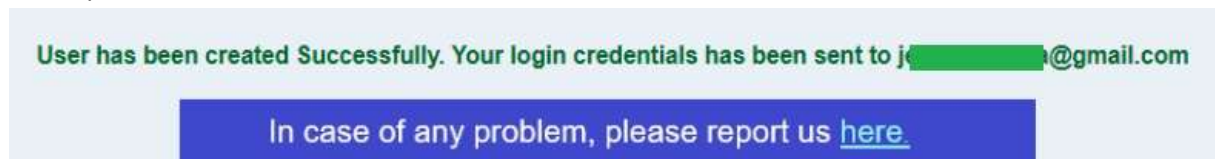
Submit

Reset

In case of any problem, please report us [here](#)

## 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.



## Step 7: Login using created User ID & Password

Next Go to Login Page via following path: [Consumer Corner](#) > [Connection Management](#) > [Online application](#) > [New Connection \(Industrial\)](#). Provide Username & Password to Login to Industrial New Connection application page.



## Step 8: Selection of Load Category

4 Types of Industrial Connections are applicable in WBSEDCL:

1. Less than 50 KVA: Managed from CCC/Division Level.
2. 50 KVA to 200 KVA: Managed from Region level.
3. Greater than 200 KVA and less than 1500 KVA: Managed from Region level.
4. 1500 KVA and Above: Managed from Central Commercial Department level.

User need to select intended load category from the dropdown.



The screenshots show the 'Online Application For Postpaid Consumers' form on the WBSEDCL portal. The form includes a 'Load Category' dropdown menu. In the first screenshot, the dropdown is open showing options: 'Less than 50KVA', '50KVA to 200 KVA', and 'Greater than 200 KVA and less than 1500 KVA'. In the second screenshot, the dropdown is open showing options: '50KVA to 200 KVA', 'Greater than 200 KVA and less than 1500 KVA', and '1500 KVA and Above'.

## Step 9: Selection of Region & CCC

- In case of Load 50 KVA to 200 KVA Consumer need to select Region & Regional Office. Then click on next.

### Tips :

#### a. Region:

User can check nearby locality and get their Regional WBSEDCL Office. For more information, user can contact toll Free Numbers (available in website).

#### b. Rural / Urban :

Generally locality covered under Municipality are considered as Urban area.

The screenshot shows the 'Online Application For Postpaid Consumers' form on the WBSEDCL portal. The form includes a 'Load Category' dropdown menu and a 'Please select Region' dropdown menu. The 'Load Category' dropdown is open showing options: '50KVA to 200 KVA', 'Greater than 200 KVA and less than 1500 KVA', and '1500 KVA and Above'. The 'Please select Region' dropdown is open showing options: 'NORTH 24 PARGANAS REGION'.



- In case of Load Greater than 200 KVA and less than 1500 KVA Consumer need to select Location of the connection.

www.wbsddl.in/vjportal

Welcome WBSDDL Test

Change Password | Log off

Industrial New Connection

Industrial New Connection | Download Quotation Letter | New Connection E-Pay | Payment Receipt | Redirect to CEI Portal | New Connection Application Status | HT Welcome Letter | Change Password

### Online Application For Postpaid Consumers

Regional Office / Customer Care Center Selection

Load Category: \* Greater than 200 KVA and less than 1500 KVA

Your Email Id: \*

Consumer Type: \* DE-CENTRAL

Location: \* REGIONAL OFFICE

Next

- In case of Load Greater than 1500 KVA Consumer need to select Location of the connection as CORPORATE COMMERCIAL CELL.

www.wbsddl.in/vjportal

Welcome WBSDDL Test

Change Password | Log off

Industrial New Connection

Industrial New Connection | Download Quotation Letter | New Connection E-Pay | Payment Receipt | Redirect to CEI Portal | New Connection Application Status | HT Welcome Letter | Change Password

### Online Application For Postpaid Consumers

Regional Office / Customer Care Center Selection

Load Category: \* 1500 KVA and Above

Your Email Id: \* @gmail.com

Consumer Type: \* CENTRAL

Location: \* CORPORATE COMMERCIAL CELL

Next

## Step 10: Filling up General and Technical Information

Fill the required details & then click **Validate** button.

Registration with WBSEDCL P... x Inbox x Industrial New Connection - ... x +

https://www.wbsedd.in/rj/portal

Welcome test industry

Change Password | Log off

Industrial New Connection | Download EMD/ Quotation Letter | EMD / Quotation E-Pay | Payment Receipt | Redirect to CEI Portal | New Connection Application Status | HT Welcome Letter | Change Password

### Online Application For Postpaid Consumers

Regional Office / Customer Care Center Selection

Load Category: 50KVA to 200 KVA

Please select Region : NORTH 24 PARGANAS REGION

Next >

Service Connection Address

Address Line 1: TEST SERV CONN ADDR 1

Address Line 2: TEST SERV CONN ADDR 2

Pincode: 700091

District: NORTH 24 PARGANAS

Nearest Pole No:

Nearest Landmark: TEST LANDMARK

Communication Address

Communication Address : Different from Service Connection A

Address Line 1: TEST COMM CONN ADDR 2

Address Line 2: TEST COMM CONN ADDR 2

Pin Code: 700106

District: NORTH 24 PARGANAS

General Information

Type of Industry: Agarbati

Purpose of Supply: INDUSTRIAL

First Name: TEST

Last Name: USER

## Step 11: Load Verification

Next consumer need provide year wise applied load & then click **Validate** button.

Your Email Id: @gmail.com

Mobile Number: 89

Category of Connection: GOVT

PAN No:

Aadhar No: 3 234

Department of Govt: REC

Nature of ownership of Firm : OTHERS

Registration No of Firm:

Govt Incentive Scheme: N

### Technical Information

Category/ Jurisdiction: Municipality/Corporation

Consumer Phase: Three Phase

Meter Cost Deposit By Consumer: No

Validate

### Applied Contract Demand (In KVA)

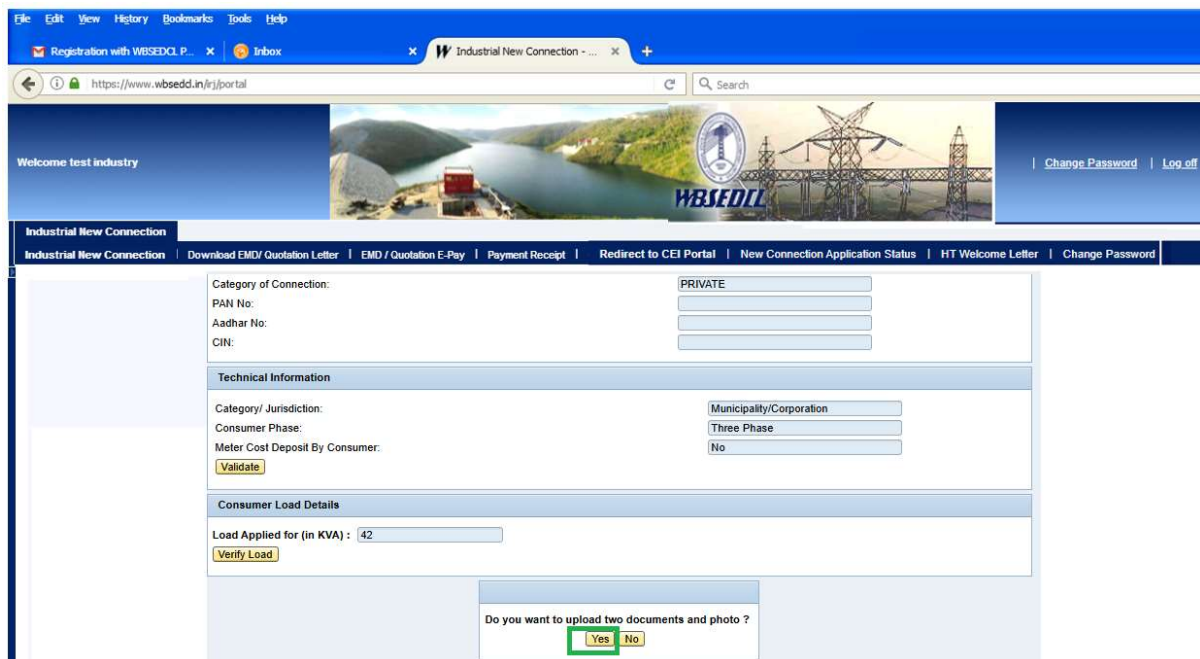
Year Of Operation: First Year: Second Year: Third Year: Fourth Year: Fifth Year:

Contract Demand in KVA: 50 100 150 175 190

Validate

## Step 12: Document Upload

After load verification, applicant can upload required documents along with a passport size photo. For the same he/she needs to click **Yes** button in the related message box.

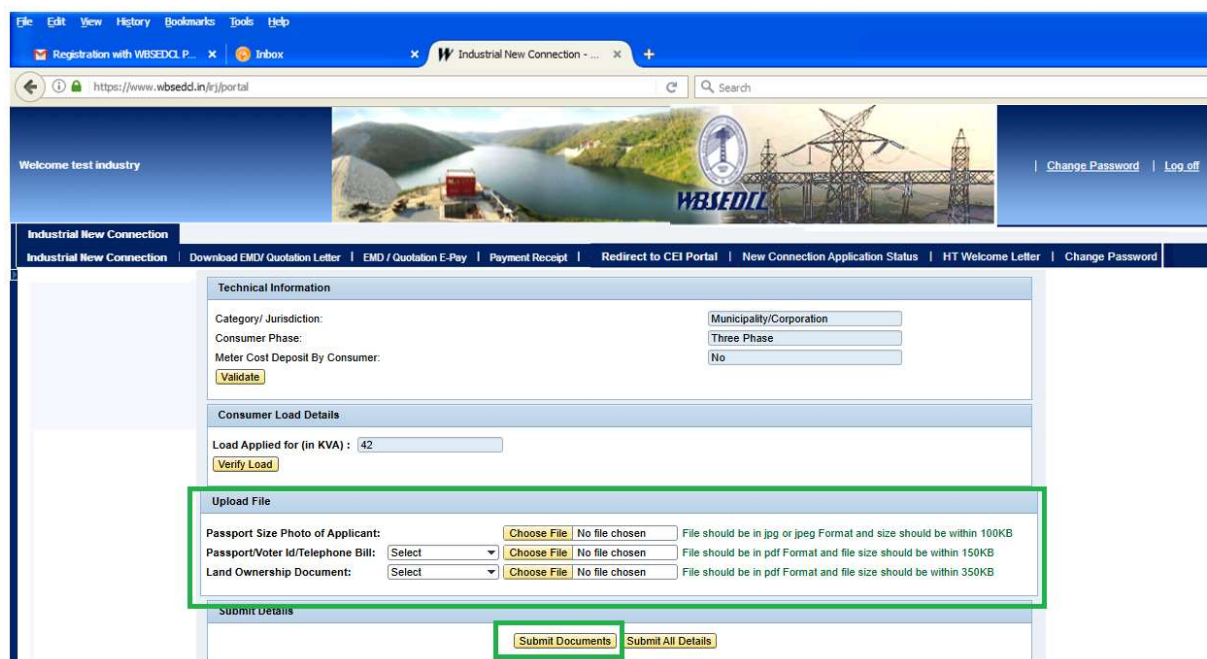


The screenshot shows the WBSDDL portal interface. The top navigation bar includes links for 'Registration with WBSDDL P...', 'Inbox', and 'Industrial New Connection'. The main content area displays the 'Industrial New Connection' form. The form has sections for 'Category of Connection' (with a dropdown set to 'PRIVATE'), 'Technical Information' (with dropdowns for 'Municipality/Corporation', 'Three Phase', and 'No'), and 'Consumer Load Details' (with a text input for 'Load Applied for (in KVA): 42'). A confirmation box at the bottom asks 'Do you want to upload two documents and photo?' with 'Yes' and 'No' buttons. The 'Yes' button is highlighted with a green box.

Then upload below documents along with passport size photo of applicant:

- Passport/Voter ID/Telephone Bill
- Land ownership document (Property Paper/Purchase Deed/Tenancy Deed/Tax Receipt of Panchayet/Municipality etc.)

After file selection, click on the **Submit Documents** button.



The screenshot shows the WBSDDL portal interface. The top navigation bar includes links for 'Registration with WBSDDL P...', 'Inbox', and 'Industrial New Connection'. The main content area displays the 'Industrial New Connection' form. The form has sections for 'Technical Information' (with dropdowns for 'Municipality/Corporation', 'Three Phase', and 'No'), 'Consumer Load Details' (with a text input for 'Load Applied for (in KVA): 42'), and 'Upload File'. The 'Upload File' section includes fields for 'Passport Size Photo of Applicant', 'Passport/Voter ID/Telephone Bill', and 'Land Ownership Document', each with a 'Choose File' button and a 'No file chosen' status. The 'Submit Documents' button is highlighted with a green box.

## Step 13: Submission of Details

Then click on **Submit All Details** button.

The screenshot shows the 'Industrial New Connection' form on the WBSEDCL portal. The form is divided into several sections:

- Category/Jurisdiction:** Municipality/Corporation
- Consumer Phase:** Three Phase
- Meter Cost Deposit By Consumer:** No
- Validate** button
- Consumer Load Details:**
  - Load Applied for (in KVA) :** 42
  - Verify Load** button
- Upload File** section:
  - Passport Size Photo of Applicant:** Choose File (No file chosen) ✓ Click to View File should be in jpg or jpeg Format and size should be within 100KB
  - Passport/Voter Id/Telephone Bill:** PAN Card Choose File (No file chosen) ✓ Click to View File should be in pdf Format and file size should be within 150KB
  - Land Ownership Document:** Sale Deed Choose File (No file chosen) ✓ Click to View File should be in pdf Format and file size should be within 350KB
- Submit Details** section:
  - Submit Documents** button
  - Submit All Details** button (highlighted with a green box)

## Step 14: Successful message with Application No & Application Form Download

New Connection Applied Successfully message will be shown along with the application no & a **Download Application Form** button for load category 50 to 200 KVA & 200 to 1499 KVA.

The screenshot shows the 'Online Application For Postpaid Consumers' message on the WBSEDCL portal. The message is displayed in a blue box with the following text:

**Online Application For Postpaid Consumers**

New Connection Applied Successfully. Please note the Application Number. Your Application No. is 1007888955. Please download your provisional quotation letter and pay your Quotation Amount.

**Download Application Form** button



On clicking, the Simplified Application Form will be downloaded.



## West Bengal State Electricity Distribution Company Limited

(A Government of West Bengal Enterprise)

Website : www.wbsedcl.in

ANNEXURE- A&B (Combined)

### APPLICATION FORM WITH UNDERTAKING FOR 3-PHASE,50KVA AND ABOVE NEW BULK SERVICE CONNECTION /EXTENSION OF LOAD AT EHV / HV/ MV SUPPLY

Application No.: 1007888955

To

The Regional Manager: 24\_PARGANAS (N) REGIONAL OFFICE

Sir,

I/We would request you to kindly accept my application for Supply of electricity/Extension of load at my/our premises. The relevant details along with the undertaking are furnished below :

1.A) Name of the applicant (In Block Letter): TEST USER

B) Address of the premises (where connection is to be effected/exists): TEST SERV CONN ADDR 1 TEST SERV CONN ADDR 2 District: NORTH 24 PARGANAS Postal Pin Code: 700091

C) Nearest Important land mark: TEST LANDMARK D) Nearest Pole No. (if available): .....

E) Nature of ownership of Firm: OTHERS F) Registration No. (if Registered Firm): .....

G) Whether the Firm/Unit is being set up under any Govt. Incentive Scheme: No. ☒ Yes ☐ [attach docume:

H) Type of Service: (a) New connection ☒ (b) Load Extension ☐

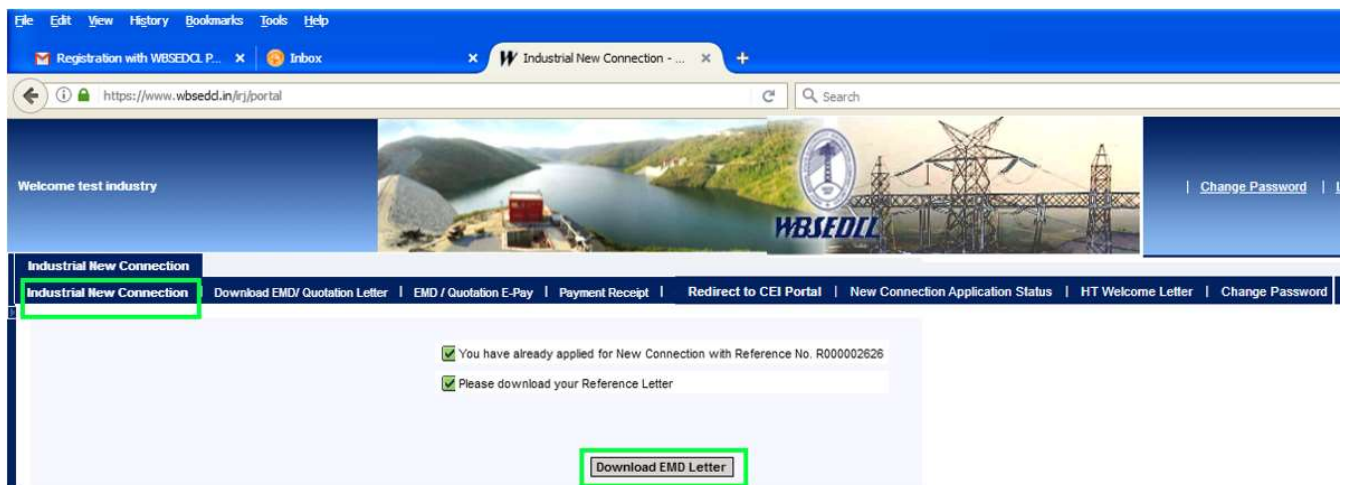
I) Class of Consumer:

(a) Domestic ☐ (b) Commercial ☐ (c) Industrial ☒ Nature/classification/  
category of industry : Agarbati ☐ (d) others ☐ [Pl. specify]: .....

J) category of Connection:

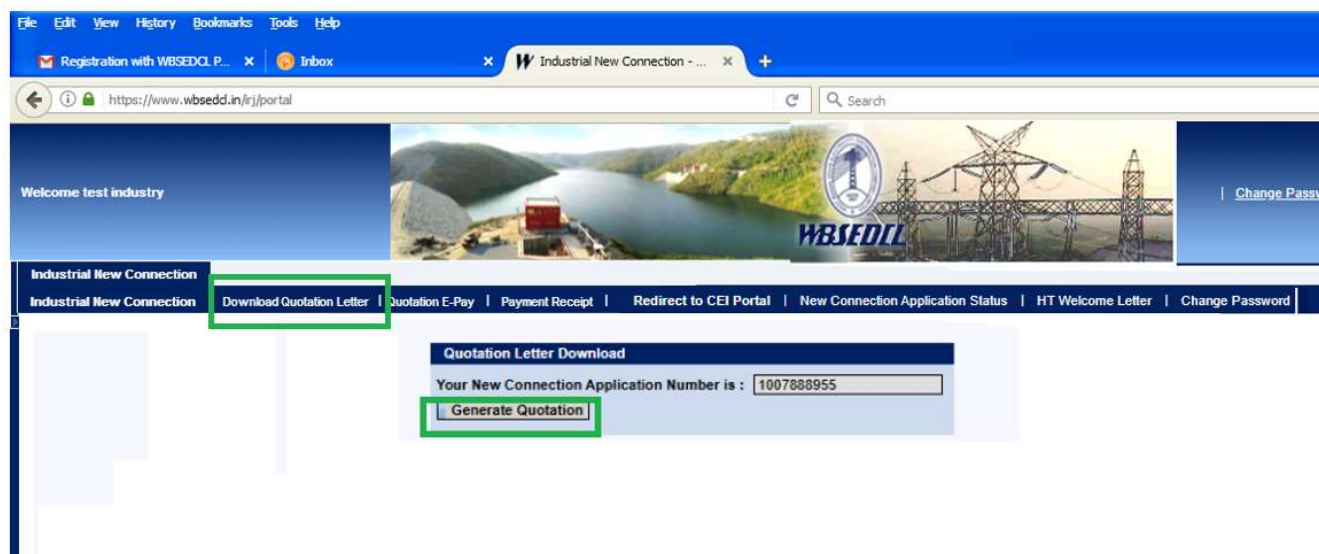
(a) Private ☐ (b) Govt. ☒ (c) Departmental of Govt.: REC

New Connection Applied Successfully message will be shown along with the application no & a [Download EMD Letter](#) button for load above 1500 KVA.

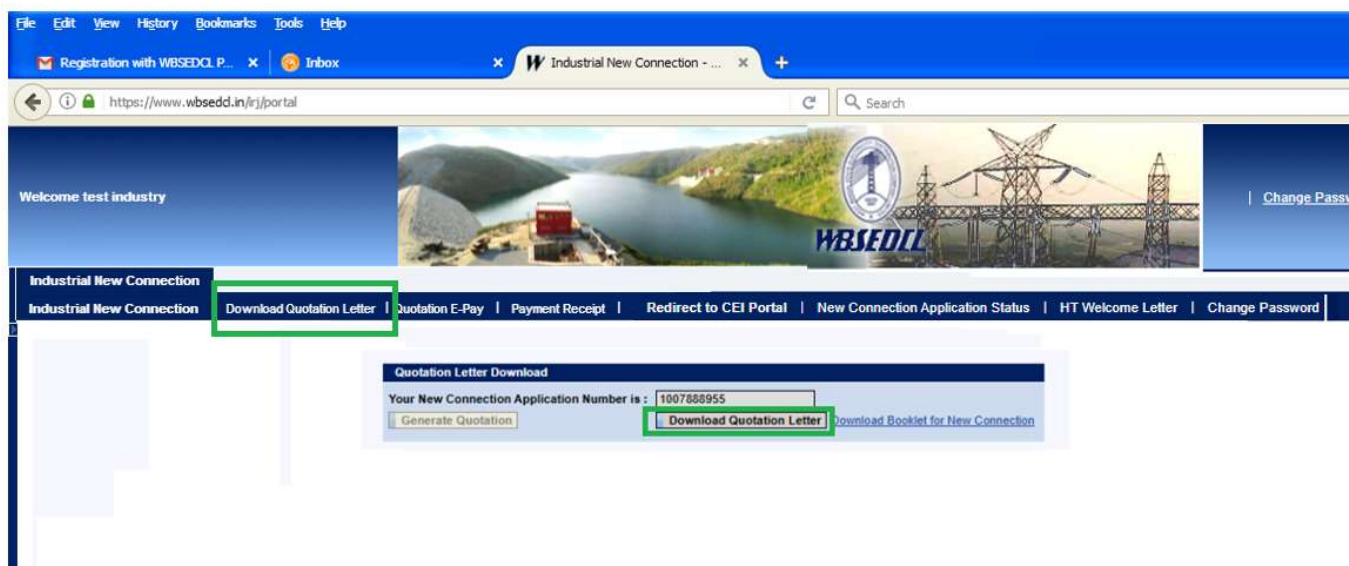


## Step 15: Quotation Letter Page

Next click on **Download Quotation Letter** tab. The application no will be shown. Now click on **Generate Quotation** button.



Then Click on the **Download Quotation Letter** button.





## Step 16: Quotation E-Pay Page

Quotation amount can be paid online by going to **New Connection E-Pay** tab. Then clicking on the **Next** button will show the Payable amount.

The screenshot shows the WBSEDCL portal interface. The top navigation bar includes 'Industrial New Connection', 'Download Quotation Letter', 'Quotation E-Pay' (highlighted with a green box), 'Payment Receipt', 'Redirect to CEI Portal', 'New Connection Application Status', 'HT Welcome Letter', and 'Change Password'. The main content area displays 'New Connection Payment' with 'Your Application Number: 1007888955' and a 'Next' button (highlighted with a green box). Below this, there is a link: 'In case of any problem, please report us [here](#)'.

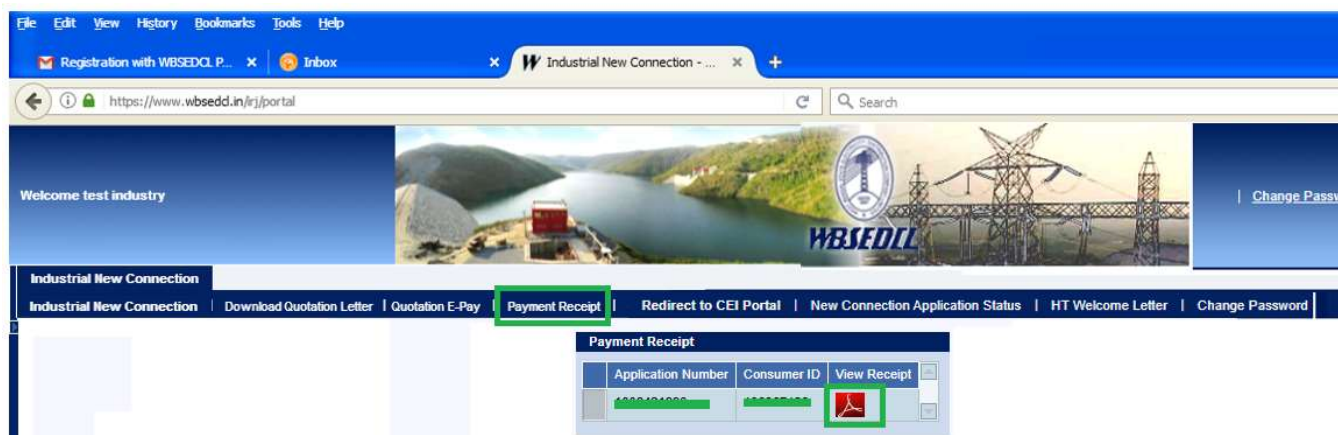
Applicant need to follow below steps (options marked in below screen shot also):

1. By clicking on **Pay Now** button will show the various online payment modes available.
2. Applicant 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.

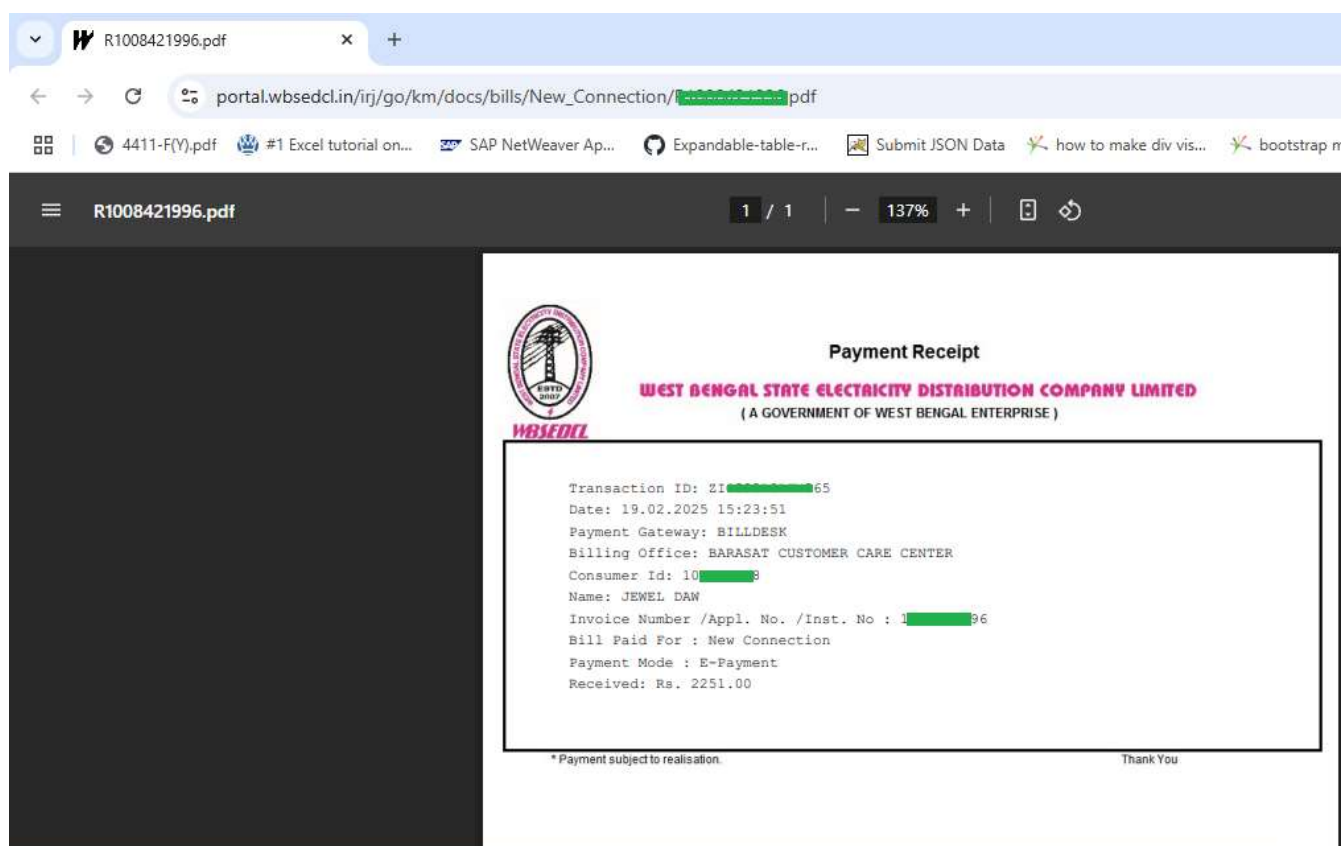
The screenshot shows the 'New Connection Payment' page with the following details: 'Your Application Number: 1007888955', 'Consumer Name: TEST USER', and 'Your Payable Amount(Rs): 504077.00'. A 'Pay Now' button (labeled 1) is highlighted. Below this, the 'Please Select Payment Gateway' section shows 'Bilidesk (Net Banking/Debit Card/Credit Card/Wallet/UPI/BHIM/ Bharat QR)' (labeled 2) selected. The 'Transaction charges applicable' section states 'Applicable Transaction Charge is Zero'. The 'Transaction Terms and Conditions' section has a checked checkbox for 'I Agree With Terms and Conditions' (labeled 3). Below this, 'Confirm' (labeled 4) and 'Proceed to Pay' (labeled 5) buttons are highlighted. A note at the bottom states: 'Your payment will be processed in a new window. Please do not close this window until payment is complete.'

## Step 17: Payment Receipt Page

After successful payment of the Quotation amount the payment receipt can be downloaded from [Payment Receipt](#) tab.



Sample payment receipt:



## Step 18: Inspection (Applicable for applied load above 200 KVA)

An Inspection will be conducted within 3 days from the date of EMD amount deposition by the Commercial Officer of Region / Central Commercial Department for Techno-Commercial Feasibility study and also will enquire:

a) Whether any connection already exists (live / disconnected)?

If exists, then he/she will enquire:

(I) is the particular premises (new one) is physically separated from the existing premises (old one) along with electrical wiring?

(II) is there any outstanding dues against the old connection?

b) Whether the existing system is capable to deliver the load demand?

c) Whether the Intending Consumer has completed his portion of work for readiness of premises.

d) In case the applicant unable to submit the required documents along with a passport size photo online during application, the same will be collected during Inspection.

If any deviation is found, it will be intimated in due course with provision of execution by Turnkey mode, if necessary.

A Separate Meter Room, as per specification of WBSEDCL, is to be provided.

Quotation will be generated within 15 days from the date of on satisfactory inspection in all respect by WBSEDCL officials & will be available in [Download Quotation Letter](#) tab. Please follow Steps 16, 17 & 18 for downloading, paying and the getting the payment receipt.

## Step 19: Quotation E-Payment using RTGS/NEFT

Consumers can e-pay the quotation amount via RTGS/NEFT through Website of respective Bank. In this E-collection procedure, industrial 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 <span style="color: purple;">XXXXXXXXXX</span> <span style="color: cyan;">YYYY</span> <div style="text-align: center;"><span style="color: purple;">Customer Ref ID</span> <span style="color: cyan;">Application No.</span></div>

Here the length of Customer Ref ID is fixed for 9 digits and then last 4 digits of the 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 "ICIC000104" 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.

The screenshot displays the Axis Bank Internet Banking interface for a payment transaction. The browser address bar shows the URL <https://retail.axisbank.co.in/wps/rtr>. The page title is "Axis Bank Internet Banking...".

**Payee Information:**

- Payee Name: COLLECTION ACCOUNT INTERIM WEST BENGAL STATE ELECTRICITY DISTRIBUTION
- Nickname: WBSEDCL9
- Account No.: WBQ [REDACTED]

**Bank & Branch Information:**

- Bank & Branch: ICICI BANK LIMITED - CMS
- IFSC Code: ICIC0000104

**Payment Details:**

- \*Debit Account: [REDACTED] Available Balance: ₹ 8,666.81
- Payment Type: ☒ One time ☐ Repetitive
- \*Date: 07/09/2016
- \*Amount: 2 Rupees Two and Zero Paise Only
- Remarks: Bill Payment
- Pay Via: ☒ NEFT ☐ RTGS ☐ IMPS

**Sender Details:**

- \*Mobile No.: [REDACTED]
- \*Email ID: [REDACTED]

**E-RECEIPT FOR  
TRANSFER FUNDS**

Payee Name:	COLLECTION ACCOUNT INTERIM WEST BENGAL STATE ELECTRICITY DISTRIBUTION
Nickname:	WBSEDCL9
Credit Account No:	WBQ[REDACTED]
Remarks:	Bill Payment
Debit Account:	[REDACTED]
Date:	07 Sep '16
Amount:	₹ 2.00 (Rupees Two and Zero Paise only)
Payment Type:	One Time Payment
Pay via:	NEFT

[Set As Favorite Transaction](#)
[Download](#)
[Email](#)
[Print](#)

[Back to Payee List](#)

## Step 20: Agreement Execution

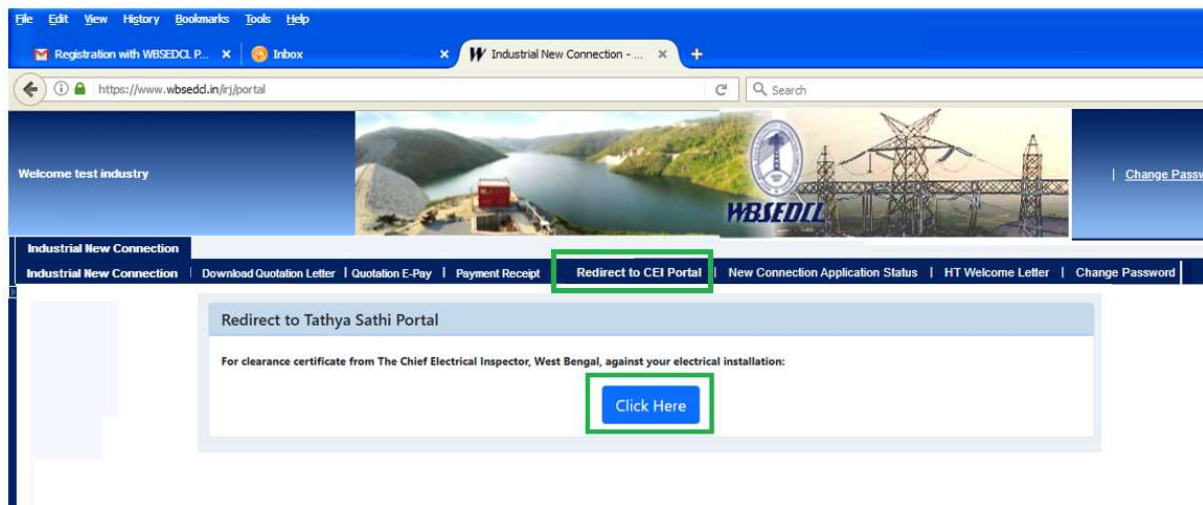
An Agreement is to be executed as per the Standard Format (can be Downloaded from the same location at WBSEDCL Web Portal).

## Step 21: Work Order Generation

The Work Order will then be issued for execution of the TURNKEY job from Region / Dist. HQ end.

## Step 22: Redirection to CEI Portal

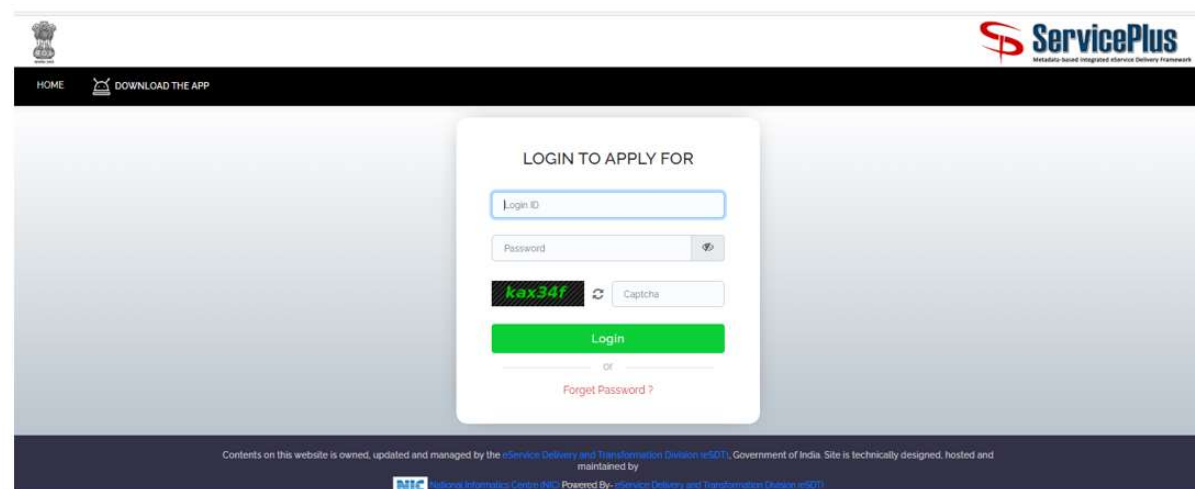
Applicant for whom supply voltage  $\geq 11$  KV, need to obtain Clearance Certificate from the CEI Portal. For such, a tab is present named [Redirect to CEI Portal](#). After loading of the tab applicant to need to click the [Click Here](#) button.



However, prior applying at the CEI Portal, applicant need to pay the Quotation Amount in full. Otherwise, following error will be shown to the applicant:



However, if the quotation is fully paid, applicant will be redirected to the CEI Portal login screen.



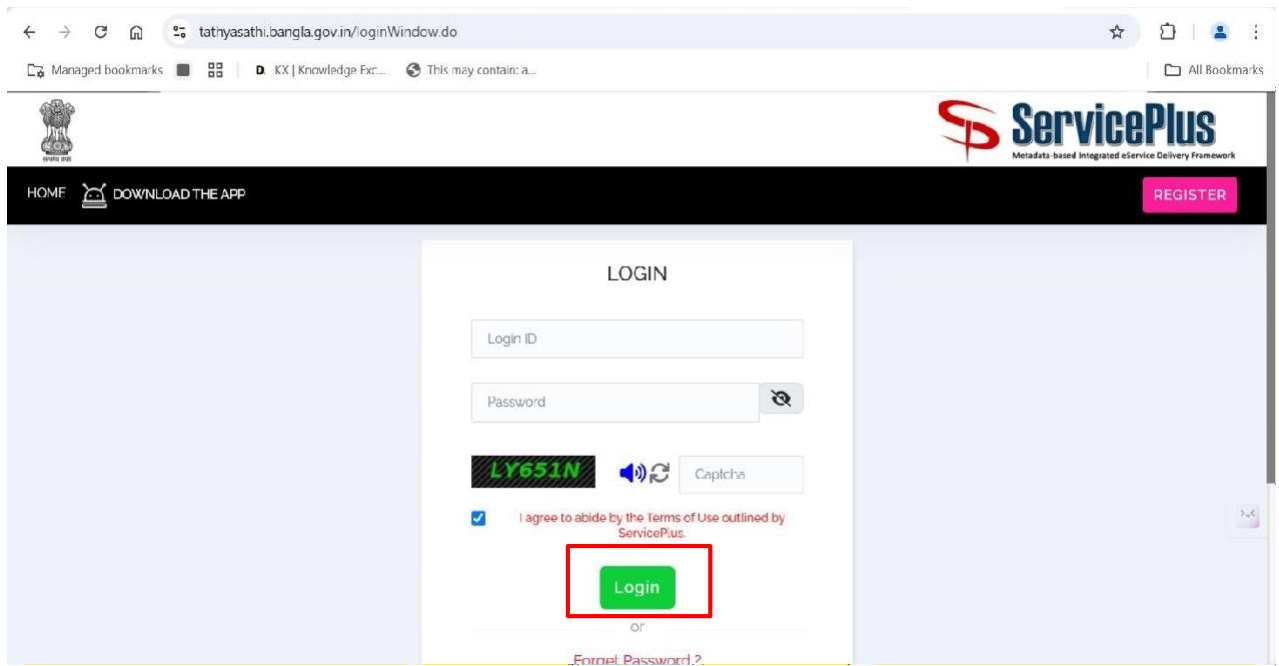


## Obtaining Drawing Approval from Electrical Inspectorate

[The applicant has to login to TathyaSathi portal in order to complete the application process.](#)

### 1. Online Application submission along with online submission of documents

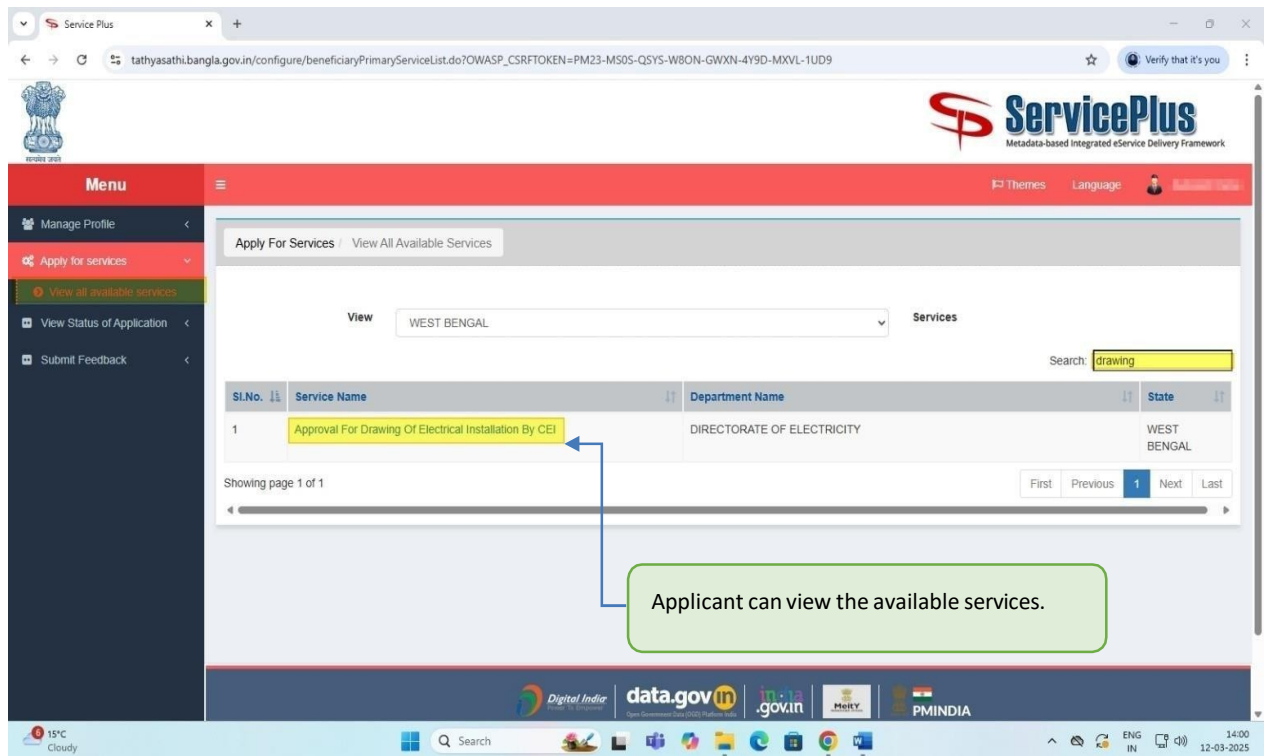
[The applicant has to log in with his valid credentials in TathyaSathiportal.](#)



The screenshot shows the login page of the TathyaSathi portal. The browser address bar displays 'tathyasathi.bangla.gov.in/loginWindow.do'. The page features the Government of Bangladesh emblem on the left and the 'ServicePlus' logo on the right. A navigation bar at the top includes 'HOME', 'DOWNLOAD THE APP', and a 'REGISTER' button. The central 'LOGIN' section contains a 'Login ID' field, a 'Password' field with a visibility toggle, a CAPTCHA image showing 'LY651N', and a 'Login' button highlighted with a red rectangle. Below the login fields is a checkbox for 'I agree to abide by the Terms of Use outlined by ServicePlus.' and a link for 'Forgot Password?'.


## The applicant can view available services and apply for the same.

The applicant has to select the service 'Approval for Drawing of Electrical Installation by CEI.



The applicant selects the required service and proceeds with the application.

tathyasathi.bangla.gov.in/configure/renderApplicationForm.do?serviceId=13290003&UID=b12494f9-feb3-4cc3-95ba-67a3d16f963f&OWASP\_CSRFTOKEN=PM23-MS05-QSYS-W8ON-GWXN-4...



ServicePlus  
Metadata-based Integrated eService Delivery Framework

Themes Language Language

**Menu**

- Manage Profile
- Apply for services
- View all available services
- View Status of Application
- Submit Feedback

**Procedure and Comprehensive List of documents required Approval**

**A. Procedure**

1. The applicant shall register through the official website of the Department of Power.
2. On registration, applicant will be given a user ID and Password for future reference.
3. After login applicant will click application form for Approval of Drawing for Electrical Installation by Chief Electrical Inspector and fill up the application form.
4. Applicant form contains prescribed attachments shall be submitted/ uploaded online in PDF/ JPEG/ JPG format.
5. On final submission of application, a system generated acknowledgement will be send to the applicant.
6. On received of application form, the system will automatically forward it to the Chief Electrical Inspector.
7. The Chief Electrical Inspector will forward it to the concerned Electrical Inspector.
8. Rs. 50/- Needed for each Drawing Approval. Payment should be done on HOA: 0043-00-501-001-16.
9. If returned by EI, applicant need to submit the drawing with necessary correction/edit.
10. Applicant will do necessary actions and resubmit it to Electrical Inspector.
11. After Checking Electrical Inspector will give drawing approval.
12. Applicant can download the Drawing Approval.

**B. Comprehensive list of documents required**

1. Single Line Diagram of the Electrical Installation
2. Layout showing earthing of Generator / Grid.
3. Layout plan of the electrical installation.

**Note.**

- i) The applicant can track his application through the online.
- ii) At each stage of the process of application, an email / SMS alert will be sent to the applicant.
- iii) The competent authority may ask some additional information from the applicant if required once and once and within 7 days of receiving the application.

Click on 'Save and Next' to

[The applicant can now fill the form with required details and proceeds for submission as per the screenshots below.](#)

tathyasathi.bangla.gov.in/configure/applyPageForm.do?OWASP\_CSRFTOKEN=PM23-MS0S-QSYS-W8ON-GWXN-4Y9D-MXVL-1UD9&serviceld=13290003&UID=a84be2fb-d693-4a2f-84da-ff89...

**ServicePlus**  
Metadata-based Integrated eService Delivery Framework

Menu

- Manage Profile
- Apply for services
- View all available services
- View Status of Application
- Submit Feedback

Language

### Application Form

Applied on \*  
12/03/2025

Discom/Suppliers Name \*  
WBSETCL

No of drawing for Approval \*  
1

Application For  
TEST

Application Type \*  
Non Govt. Agency

Drawing Details \*  
TEST

### Applicant Details

Applicant Name \*  
TESTER

Applicant's Mobile Number \*  
9876787656

District \*  
KOLKATA

PIN Code \*  
765444

Designation \*  
DEVELOPER

E-Mail \*  
kax@gmail.com

Address \*  
KOLKATA

### Official Address

Official Address \*  
KOLKATA

District \*  
KOLKATA

PIN Code \*  
765445

### Additional Details

Apply to the Office \*  
DIRECTORATE OF ELECTRICITY( STATE- WEST BENGAL)

Word verification  
kax34f  
Please enter the characters shown above  
kax34f

Previous Draft Submit Close Reset

Click on Submit to proceed with the application.

The applicant is now required to upload the required files.

The screenshot displays the ServicePlus web application interface. The browser address bar shows the URL: `tathyasathi.bangla.gov.in/configure/editViewAnnexure.do?OWASP_CSRFTOKEN=PM23-MS05-QSYS-W80N-GWXN-4Y9D-MXVL-1UD9&coverageLocationId=1736794&serviceId=13290003&citiz...`. The page features a red header with the ServicePlus logo and a navigation menu on the left. The main content area is titled "ATTACH ENCLOSURE(S)" and contains a form for uploading documents. The form has a table with columns for "Type of Enclosure", "Enclosure Document", and "File/Reference". A single row is visible with "Annexure I" as the type, a dropdown menu for the document type (currently showing "Single line diagram of the electrical installation"), and a "Choose file" button next to the filename "dummy-pdf\_2.pdf". Below the table, there are "Save Annexure", "Cancel", and "Back" buttons. The footer includes logos for Digital India, data.gov.in, and other government initiatives.

ServicePlus  
Metadata-based Integrated eService Delivery Framework

Menu

- Manage Profile
- Apply for services
- View all available services
- View Status of Application
- Submit Feedback

ATTACH ENCLOSURE(S)


Enclosure(s):

Type of Enclosure *	Enclosure Document *	File/Reference *
Annexure I *	Single line diagram of the electrical installation Document Format	Choose file dummy-pdf_2.pdf Scan

Save Annexure Cancel Back

Digital India data.gov.in .gov.in MeitY PMINDIA

tathyasathi.bangla.gov.in/configure/applyPageForm.do?OWASP\_CSRFTOKEN=PM23-M50S-QSYS-W8ON-GWXN-4Y9D-MXVL-1UD9&serviceld=13290003&UID=a84be2fb-d693-4a2f-84da-ff89...

**ServicePlus**  
Metadata-based Integrated eService Delivery Framework

**Menu**

[Manage Profile](#)  
[Apply for services](#)  
[View all available services](#)  
[View Status of Application](#)  
[Submit Feedback](#)

**Application Form**

Application Reference Number :	Draft_ADEI/2025/00050
Applied on :	12/03/2025
Application For :	TEST
Discom/Suppliers Name :	WBSETCL
Application Type :	Non Govt. Agency
No of drawing for Approval :	1
Drawing Details :	TEST

**Applicant Details**

Applicant Name :	TESTER
Designation :	DEVELOPER
Applicant's Mobile Number :	9876787656
E-Mail :	test@gmail.com
District :	KOLKATA
Address :	KOLKATA
PIN Code :	765444

**Official Address**

Official Address :	KOLKATA
District :	KOLKATA
PIN Code :	765445






**Annexure List**

1) Annexure I	Single line diagram of the electrical installation
---------------	--

**Additional Details**

Apply to the Office	DIRECTORATE OF ELECTRICITY( STATE- WEST BENGAL)
---------------------	---

SubmitCancelPrintDownload PDF





Site is technically designed, hosted and maintained by National Informatics Centre  
Content on this website is prepared, updated and managed by the eService Delivery and Transformation Division (eSDT)

Click on 'Submit' for final submission.



tathyasathi.bangla.gov.in/configure/finalAcknowledgement.do?OWASP\_CSRFTOKEN=PM23-M50S-QSYS-W8ON-GWXN-4Y9D-MXVL-1UD9&coverageLocationId=1736794&serviceId=13290003...

**Menu**

- Manage Profile
- Apply for services**
  - View all available services
  - View Status of Application
  - Submit Feedback

**ACKNOWLEDGEMENT**

### Application Acknowledgement

Dear **TESTER**,  
Your application for **Approval For Drawing Of Electrical Installation By CEI** under Government of West Bengal has been submitted.

**Application Summary**

AIN	: ADEI/2025/00030
Name of the Applicant	: TESTER
Date of the Application	: 12/03/2025
Address	: KOLKATA, KOLKATA, West Bengal, India
Pin Code	: 765445

Directorate of Electricity, 11 N.S. Road, Kolkata -700 001 along with the acknowledgement slip generated on submission of the online application.

[Print](#) [Export to PDF](#) [Close](#)

Applicant can print the acknowledge receipt after final

mail.google.com/mail/u/0/?tab=rm&ogbi#inbox/FMfcgzQZTgRPQjsh58bxbQpfGwmDxnH

**Gmail**

Compose

**Inbox** 190

- Starred
- Snoozed
- Sent
- Drafts 13
- More

**Labels** +

**Application Submission Notification** inbox x

nic-mopr@nic.in to me

Dear GYHJGF,

**Service Name:** Approval For Drawing Of Electrical Installation By CEI

Your application is successfully submitted. Application reference no - ADEI/2025/00030.

Kindly login at (<http://tathyasathi.bangla.gov.in/>) for more details.

Thank You.

Note-This is system generated email. Kindly do not reply to this email ID.

[Reply](#) [Forward](#)

## 2. Track Status of Application

The applicant can view the updated status of the application by clicking on 'View Status of Application'.

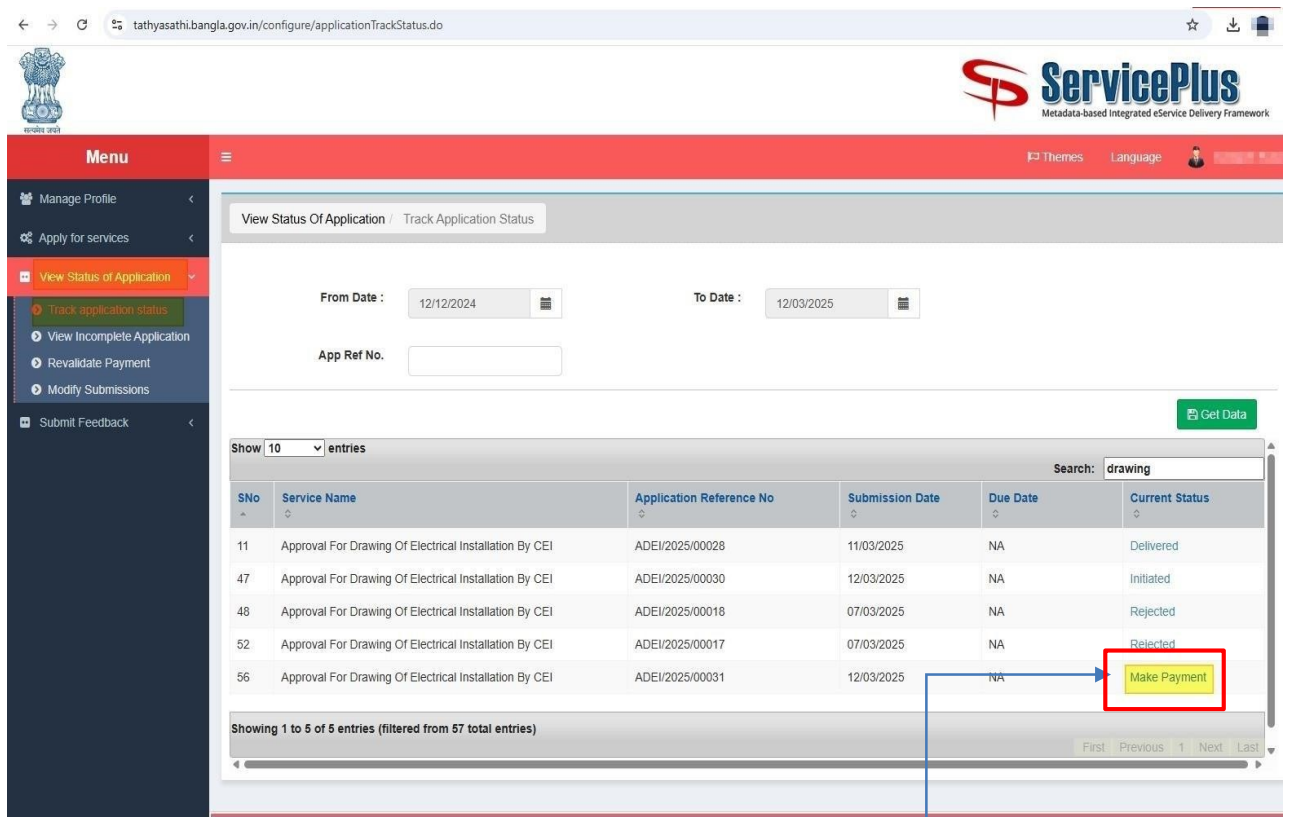
The screenshot displays the 'View Status of Application' page on the ServicePlus portal. The left-hand menu is expanded, with 'View Status of Application' selected. The main content area features a search bar with 'drawing' entered, a date range filter from 12/12/2024 to 12/03/2025, and an 'App Ref No.' field. Below these is a table of application entries. The table has columns for SNo, Service Name, Application Reference No, Submission Date, Due Date, and Current Status. The last entry in the table is highlighted with a red box, showing a 'Make Payment' button. The table also includes pagination controls at the bottom.

SNo	Service Name	Application Reference No	Submission Date	Due Date	Current Status
11	Approval For Drawing Of Electrical Installation By CEI	ADEI/2025/00028	11/03/2025	NA	Delivered
47	Approval For Drawing Of Electrical Installation By CEI	ADEI/2025/00030	12/03/2025	NA	Initiated
48	Approval For Drawing Of Electrical Installation By CEI	ADEI/2025/00018	07/03/2025	NA	Rejected
52	Approval For Drawing Of Electrical Installation By CEI	ADEI/2025/00017	07/03/2025	NA	Rejected
55	Approval For Drawing Of Electrical Installation By CEI	ADEI/2025/00031	12/03/2025	NA	Make Payment

Click to 'View Status' of application.

### 3. Online Payment of Fees

The applicant is now required to pay the required fees in order to proceed with the application.



From Date : 12/12/2024 To Date : 12/03/2025

App Ref No.

Get Data

Show 10 entries

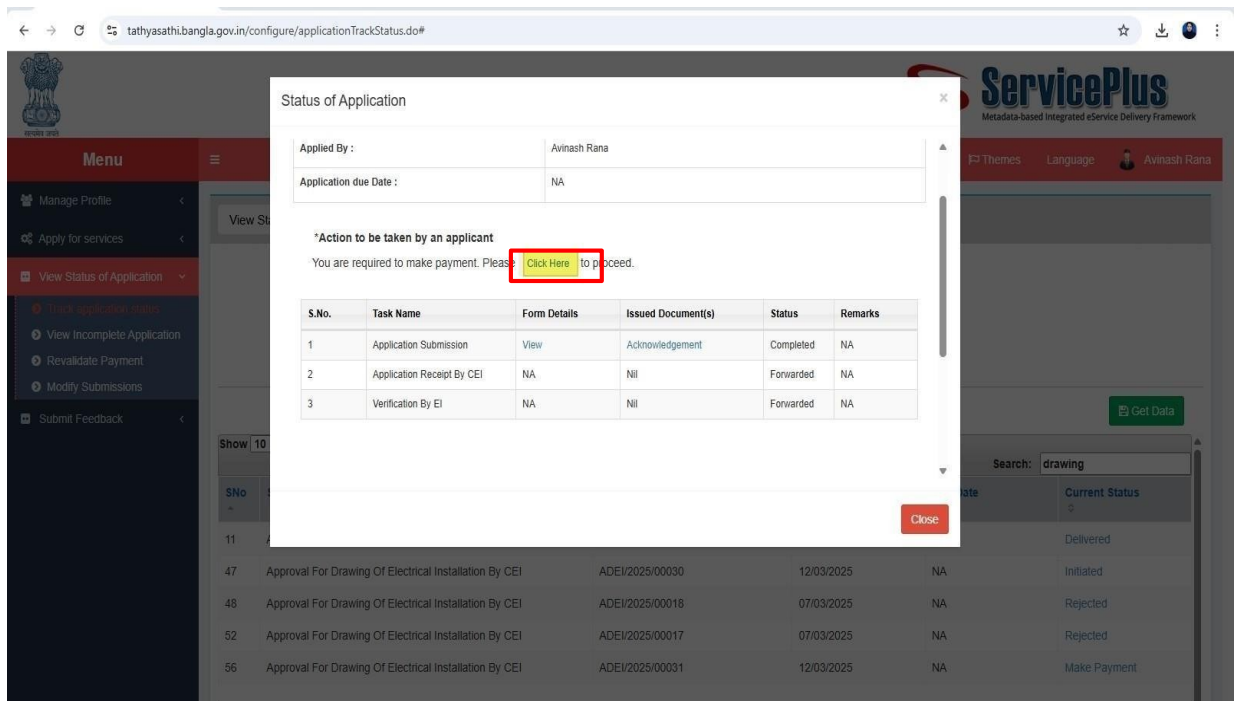
SNo	Service Name	Application Reference No	Submission Date	Due Date	Current Status
11	Approval For Drawing Of Electrical Installation By CEI	ADEI/2025/00028	11/03/2025	NA	Delivered
47	Approval For Drawing Of Electrical Installation By CEI	ADEI/2025/00030	12/03/2025	NA	Initiated
48	Approval For Drawing Of Electrical Installation By CEI	ADEI/2025/00018	07/03/2025	NA	Rejected
52	Approval For Drawing Of Electrical Installation By CEI	ADEI/2025/00017	07/03/2025	NA	Rejected
56	Approval For Drawing Of Electrical Installation By CEI	ADEI/2025/00031	12/03/2025	NA	Rejected

Showing 1 to 5 of 5 entries (filtered from 57 total entries)

Search: drawing

Make Payment

Click on 'Make Payment' to pay the required fees.



Status of Application

Applied By : Avinash Rana

Application due Date : NA

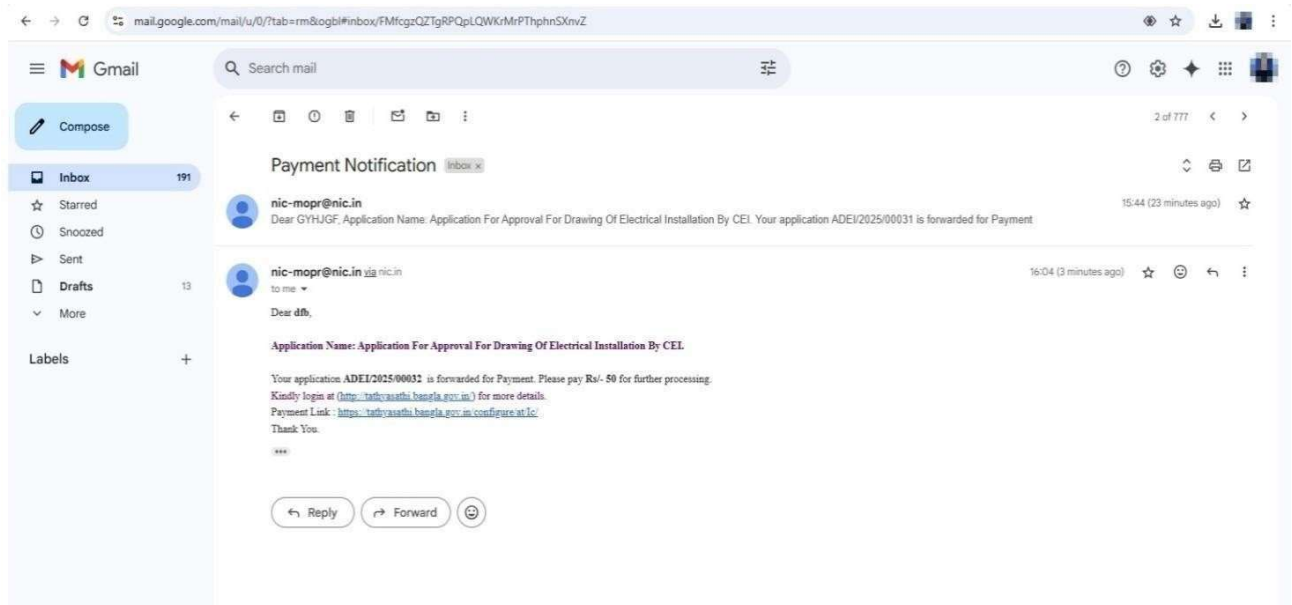
\*Action to be taken by an applicant

You are required to make payment. Please [Click Here](#) to proceed.

S.No.	Task Name	Form Details	Issued Document(s)	Status	Remarks
1	Application Submission	<a href="#">View</a>	<a href="#">Acknowledgement</a>	Completed	NA
2	Application Receipt By CEI	NA	Nil	Forwarded	NA
3	Verification By EI	NA	Nil	Forwarded	NA

Close

**The applicant is redirected to the GRIPS portal for payment. The applicant is also notified via email about the payment process.**



The applicant is redirected to the **GRIPS portal** to complete the payment process. The applicant shall be able to choose between various modes of payment methods for fees payment.

The screenshot shows the 'Payment' page on the GRIPS portal. The page has a progress bar with three steps: 1. Review and Confirmation (active), 2. Payment Mode and Bank Selection, and 3. Transaction Details. A purple banner indicates: 'You must complete this step in 4 minutes 30 seconds.' Below this is a yellow banner: 'Please review the details carefully below, and click "Verified and Checked" if you are satisfied that all information is reflected correctly.'

**Depositor Details**

Depositor Name	Mobile No.	Email	Address1
Test User	7980357067	das22rima@gmail.com	Kolkata

**1. Fire Services → Miscellaneous Service-Other Payment Receipt ₹8000**

Department Details		Service Name		User Type
Organization Type	Organization Name	Service Name	Miscellaneous Service-Other Payment Receipt	Citizen
Government	Fire Services	Period From	27/06/2023	Period To
Ref. No.	Identification No.	On Behalf Of	In Favour Of	
CAF2023000565	02730120231690537541	WRI&DD	WBSEDCL	
Remarks	On Behalf Of	WRI&DD	WBSEDCL	
Payment For Drawing of Electrical Installation of Ground Water				

**Service and Tax Details**

Service and Tax Details

Subservice Name	HoA Description	Head of Account	Amount	
License Fees	Fees Under West Bengal Fire Services Act- License Fees	0070-60-109-001-13	8000	50

**TOTAL** **INR 50**

Rupees fifty only

☒ Verified and checked

**NEXT**

You must complete this step in 4 minutes 12 seconds.

Go to GRIPS 1.0 | About Us | Circulars & Notifications | Contact Us  
 List of Integrated Departments | Search Head of Account | Verify HoA | Frequently Used HoAs  
 Officers, e-Gov Group | Module-wise Email Address | Authorized Bank Nodal Officers | Authorized Banks- Net Banking  
 Authorized Banks- Counter Payment | Authorized Banks- Debit Card | SBIPay Banks- Net Banking | SBIPay Banks- Corporate  
 SBIPay Banks- Debit Card | SBIPay Banks- Credit Card | SBIPay- User Guide

Finance Department, Government of West Bengal. All rights reserved. | Designed, developed, and maintained by Tata Consultancy Services Ltd.  
 Engine ID: 3813478687\_UNDX | Version ID: 2.0.155 | Site best viewed on Chrome/Firefox/Edge, on a 16:9 aspect ratio screen.

Payment

Review and Confirmation | Payment Mode and Bank Selection | Transaction Details

You must complete this step in 4 minutes 53 seconds.

Payment Mode \*  
SBI Epay

Pay through \*  
Payment Gateway/Bank

**BACK** **NEXT**

Go to GRIPS 1.0 | About Us | Circulars & Notifications | Contact Us

The applicant can choose from the various modes of payment and pay the fees as required.

SBlePay

As per RBI Guidelines all

**Payment Details**

Debit/Credit/Prepaid  
Cards  
Internet Banking  
BHIM UPI  
Wallets  
NEFT

Please enter your card details

Card Number

Expiry Date/Valid Thru  
Month Year

CVV/CVC 4-DBC

Name of the card holder  
Name as on card

Use your GSTIN for claiming input tax (Optional)

Pay Now

Cancel

**Order Summary**

Order No.:  
192022230132128078

Merchant Name:  
GRIPS Finance Dept West Bengal

Amount: INR 50

Processing fee:

GST:

Total:

APM ID: PG\_TRANS\_396

You can check the transaction status using the following link - Click Here

Select from various modes of payment.

Payment amount displayed.

Problem loading page

Government Receipt Portal System

Review and Confirmation

Payment Mode and Bank Selection

Transaction Details

- Payment ID and GRN(s) for this transaction have been successfully generated.
- Newly generated data is highlighted in green. You can hover over the same to understand what it means.
- Please review below, save these numbers for future reference, and click "Pay Now" when you are ready to proceed to bank/payment portal.

**Success**

Your transaction has been processed.

Please note the following details for future reference:

GRIPS Payment ID: 281120225023260794

Government Reference Number (GRN) for individual payments within transaction:

1. 192022235552607958

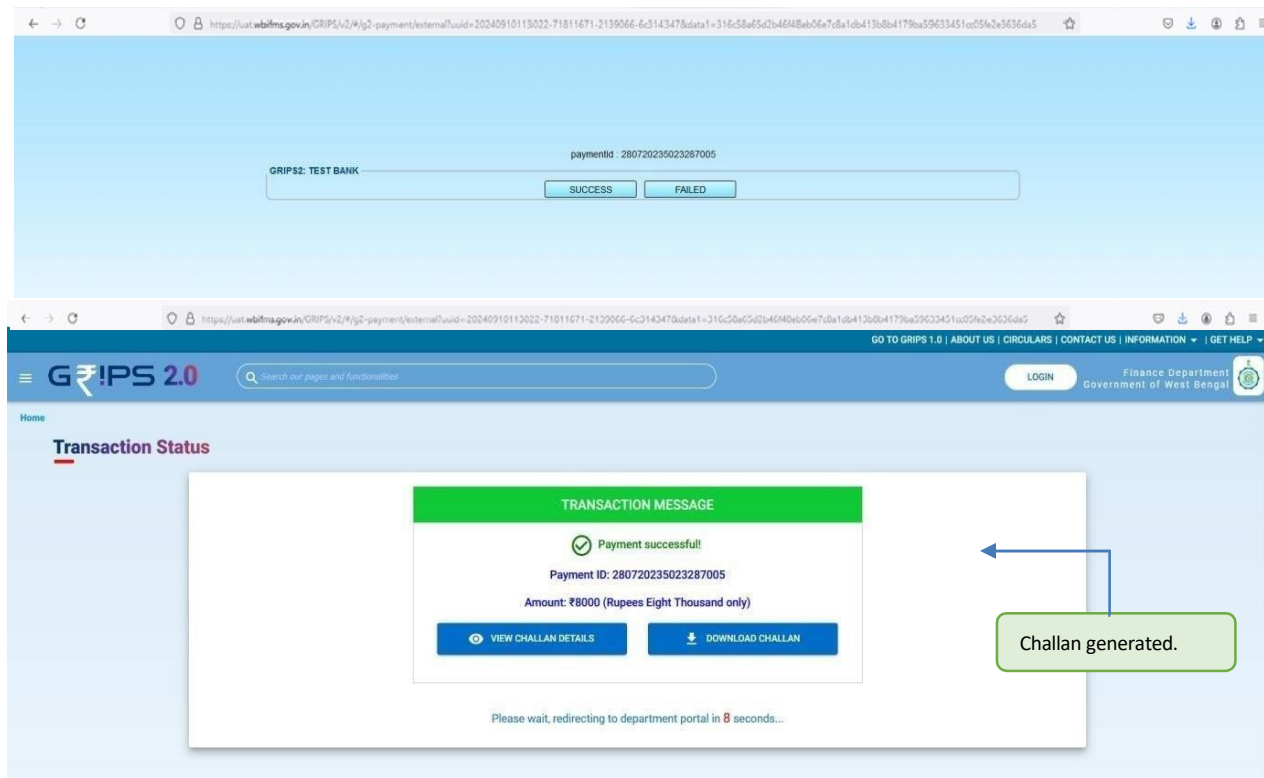
You can dismiss this dialog and review these details before paying. Registered users will also find these details in their transaction history upon login.

OK

GRN	Period From	Period To	Remarks	Identification No
192022235552607958	28/11/2022	28/11/2022	Payment for -Drug Manufacturing License	03330220221669631884

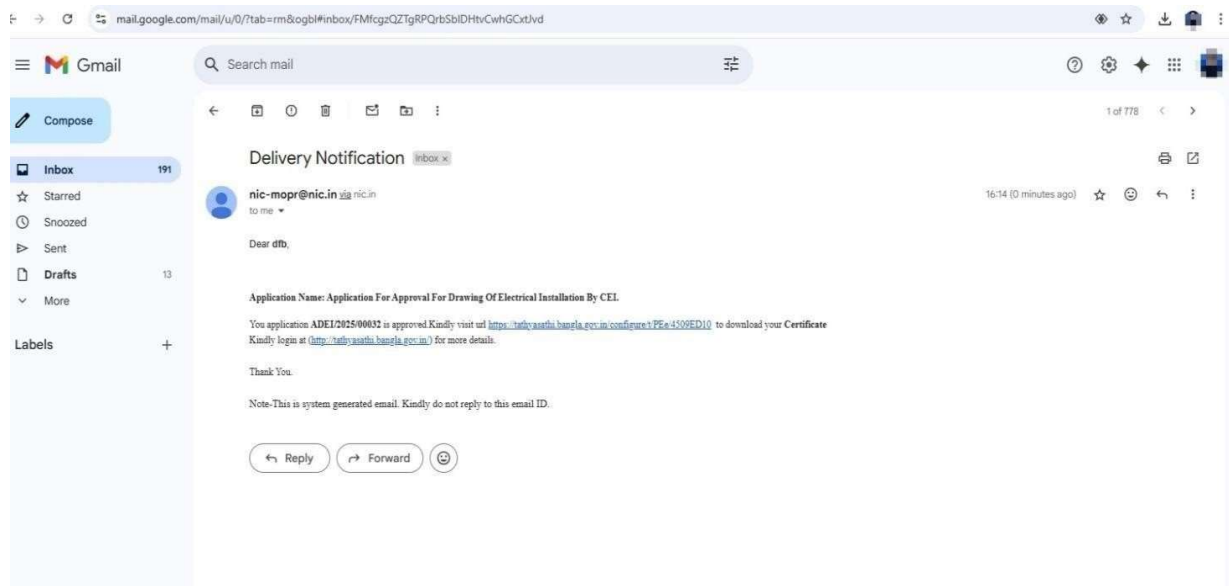
Ref No  
CAF2022000513



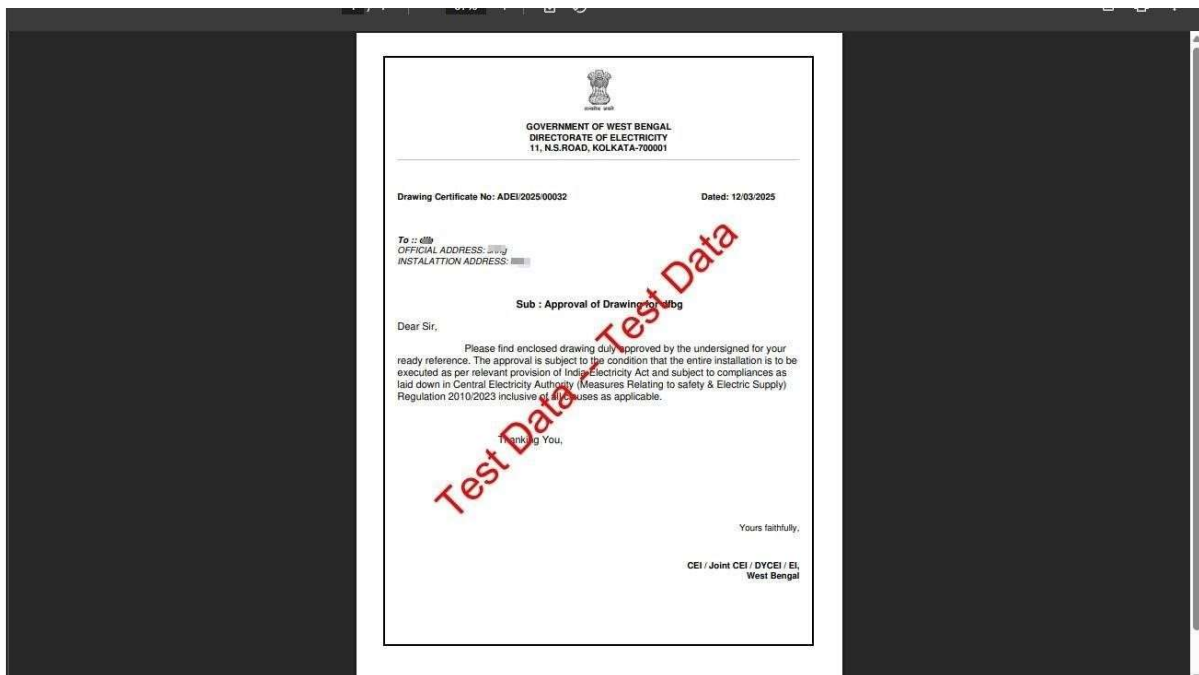


#### 4. Online Download of Final Approval Certificate

The applicant is notified after the application is approved by the concerned officials.



### Drawing Approval Certificate (Sample) as below.



### Step 23: Tracking Application Status

Prospective Consumer can track the Application status by [Clicking Connection Status](#) tab & then clicking [View Status](#) button.

Sample status for applied load from 50 to 200 KVA:

File Edit View History Bookmarks Tools Help

Registration with WBSEDCL P... x Inbox x Industrial New Connection - ... x

https://www.wbsecl.in/portal

Welcome test industry

Change Password

Industrial New Connection

Industrial New Connection | Download Quotation Letter | Quotation E-Pay | Payment Receipt | Redirect to CEI Portal | New Connection Application Status | HT Welcome Letter | Change Password

New Connection Status

Application No.: 1000100000 View Status

Stage	Status	
Quotation	Completed	✓
Collection	Completed	✓
Service Connection	Completed	✓

Sample status for other load categories:

Industrial New Connection

Application Number : 1000001730 [View Status](#)

Reference Number	Stage	Status	Formfiles	Details
1000001730	EHD	Completed		✓
1000001730	Inspection	Completed		✓
1000001730	Quotation Generation	Completed		✓
1000001730	Payment Against Quotation	Completed		✓
1000001730	Agreement Execution	Completed		✓
1000001730	Work Order Status	Completed		✓
1000001730	Connection	Completed		✓

Now, those applicants for whom the Clearance Certificate from CEI portal is applicable, the status of the certification can be checked by designated officials of WBSEDCL using following screen:

APPLICATION NUMBER

APPLICATION NAME

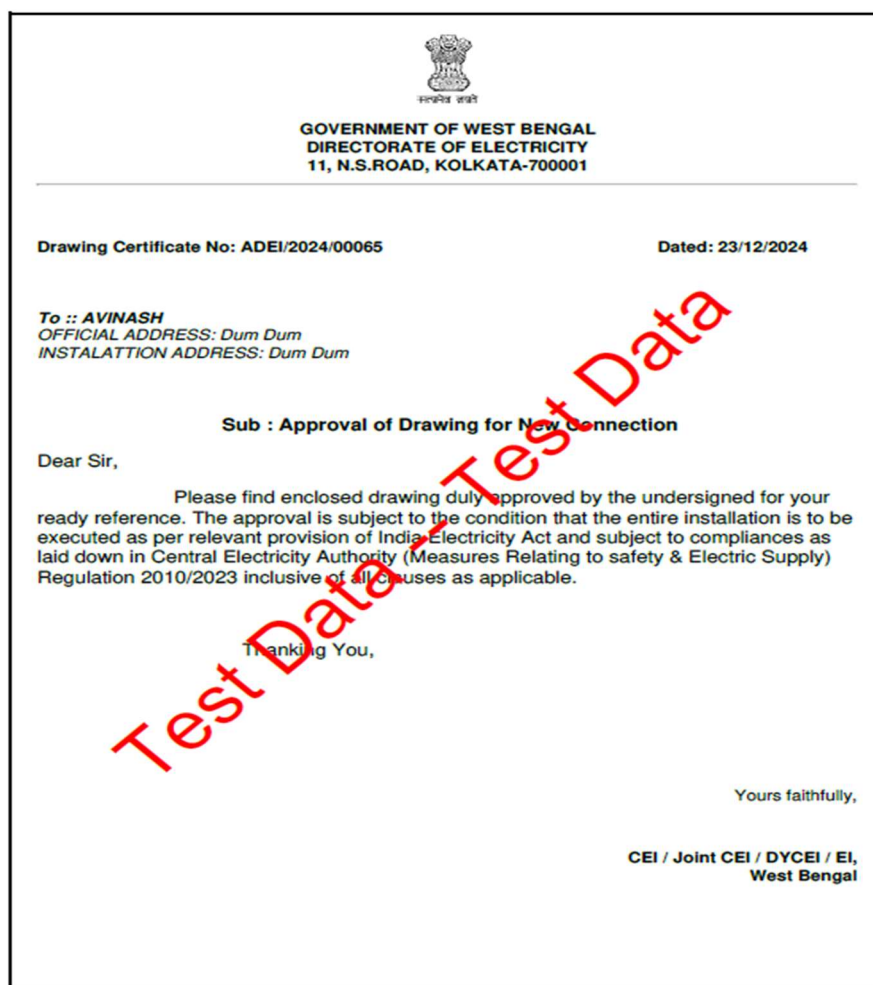
DATE OF ISSUE

APPROVED FLAG

View CEI Certificate

☐ Certificate verified and found ok.

In case the certificate is generated, the same will visible like the following:



## Step 24: Effecting Service Connection

On completion of statutory formalities by the prospective consumer, WBSEDCL will execute the service connection work within 7 days.

## Step 25: Welcome Letter


A “Welcome Letter” will be generated there after & can be downloaded from [Welcome Letter](#) tab.



## Step 26: Sample Welcome Letter

Sample Welcome Letter is shown below.

Secure | [https://www.wbsedcl.in/wj/go/km/docs/bills/New\\_Connection/W3002107803.pdf](https://www.wbsedcl.in/wj/go/km/docs/bills/New_Connection/W3002107803.pdf)



**West Bengal State Electricity Distribution Company Limited**  
(IVRS Number: 1800-345-5213 Website: <http://www.wbsedcl.in>)

**EFFECTIVE SERVICE CONNECTION REPORT**

Customer Care Center	: ARANGHATA CCC-3332101
<b>Consumer Details</b>	
Consumer Id	: 302070022
Consumer Name	: [REDACTED]
Consumer Type	: [REDACTED]
Contract Demand	: 590Watt
Appl. Tariff Scheme	: A(DM-R)
Application No	: 3002107803
Phase	: Single
Yellow Card	: Given
CT Ratio	: NA
CT Serial Number	: NA
Security Deposit (Rs.)	: 639
Consumer Address	: [REDACTED]
<b>Meter Details</b>	
Meter Installation Date	: 06-Apr-2017
Meter Number	: 0B4489802
Meter Make	: Bentec Electricals & Elec Ltd
Meter Type	: 0
Meter Initial Reading	: 0
Manufacture Seal Details(Manf1,Manf2,Term Bik,PP Box,Sec.Seal1,Sec.Seal2)	: XG9818226
Optical Port Seal No	: NA
Meter Cost (Rs.)	: 0 (as rented)

In addition to above, the following duty/ responsibility of the consumer are hereby being intimated to the consumer for future compliance:-

1. The consumer shall be responsible for safe keeping of the yellow card,if issued, to record the readings of the meter.
2. The consumer has to keep the sealing points under observation. In case of any accidental breakage of seal it is the duty of the consumer to report to the Customer Care Center immediately.
3. If the above information details differs with the actual then it should