SMP
श्यामा प्रसाद मुखर्जी पोर्ट, कोलकाता
SYAMA PRASAD MOOKERJEE PORT, KOLKATA
Formerly Kolkata Port Trust

ISO 9001:2008 Certified by IRQS
MGMT. SYS. RvA C 071

Syama Prasad Mookerjee Port, Kolkata.
HALDIA DOCK COMPLEX

Finance Division's Office
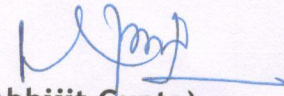5th Floor, Revenue Section, Jawahar Tower, Haldia Township-721607.

FD – 32/ 94 /HR

Dated: 4th February 2021

TRADE CIRCULAR

SUB: Introduction of issuance of digitally signed Tax Invoice w.e.f 04.02.2021.

At Haldia Dock Complex, we have so far followed the practice of issuing hard copy of Tax Invoices physically signed by authorized officers. In addition to issuing such signed hard copy of Invoice, we are also sending the system generated Tax Invoices through email. However, the soft copy of the Tax Invoices being sent through email were not digitally signed.

2. We are pleased to inform our valued customers that we have since put in place a system of generating digitally signed Tax Invoices. In the first phase, digitally signed invoices in respect of Cargo/Container and Vessel related services would be issued. With effect from 4 February 2021, the digitally signed e-invoice against the said services would be sent to the email address/s of the customer concerned registered with HDC.

3. As the digitally signed Tax Invoices satisfies the requirement of Tax Invoice as per law, the system of issuance of hard copy of Invoices relating to Cargo/Container and Vessel related services would also be discontinued w.e.f 15-02-2021.

4. The above is for information of all valued customers of HDC. All valued customers are also requested to update their email ids and report forthwith in case of non-receipt of e-invoice.

(Abhijit Gupta)
General Manager (Finance) I/C
Haldia Dock Complex

Copy to : PS to Dy.Chairman, HDC – For kind information of Dy.Chairman, HDC.

Copy to : General Manager (Traffic) / General Manager (M.O)I/C - For information please.

Copy to : Sr.Dy.Manager (Sh.& Ch) / Dy. Dock Master (M.O) - For information please. He is also requested to widely circulate the above for information of all concerned port users related to his division.

Copy to : Asstt. Manager (Systems) – She is requested to take up the matter with NIC ① or sending the circular in the official email id of all port users and also to upload ②

AM(S) - II
1. Please take up with NIC.
2. Please inform Pm the procedure for upload of circular at corporate website -
4/2/2021