



सेंट्रल कोलफील्ड्स लिमिटेड

(भारत सरकार का एक उपक्रम)

वितरण एवं विक्रय विभाग,

दरभंगा हाउस रांची - 834001

CENTRAL COALFIELDS LIMITED

(Govt. of India Undertaking)

Marketing & Sales Department

DARBHANGA HOUSE RANCHI - 834001

टेली फ़ैक्स संख्या: 0661-2360369

संचार: www.centralcoalfields.in

Ref No - CCL/M&S/Notice/2022-23/1906

Date:07/10/2022

### NOTICE TO COAL CONSUMERS

A training session on the use of ICICI Bank's portal for making payment of coal value by the consumers was conducted on 06/10/2022. It was demonstrated during the training session that consumer would be first required to register themselves at the ICICI Bank's portal and create access credential therefrom.

It was further explained that consumers would be required to register details of the Bank account through which they want to make payment to the CCL. Consumers were also apprised that they would be able to register only those bank accounts on the Bank's portal which are already registered with the CCL.

In view of this, consumers are requested to complete both the afore-stated registration process, as soon as possible. CCL is further planning to conduct another training session relating to the ICICI Bank's portal after successful registration of Bank details by majority of the consumers.

Consumers can access the ICICI Bank's portal using the following link:

<https://clos.icicibank.com/COAL/Apply.jsp>

Consumers may contact following persons whenever any help is required in connection with the registration process –

**1<sup>st</sup> Level –**

- Mrs. Shambhavi - 9324951816
- Mr. Amit Anand - 9798274059

**2<sup>nd</sup> Level –**

- Mr. Mohit Kumar - 8084405480
- Mr. Rahul Singh - 7002329182

*[Handwritten Signature]*  
7/10/22

GM (M&S)

CCL HQ, Ranchi

*[Handwritten Signature]*

**Copy to:**

1. GM (System) for instructing concerned to upload at CCL website
2. GM (Finance) – for kind information
3. Sectional Heads
4. Notice Boards of M&S Department/ CSC

# COAL INDIA – ICICI BANK e-COLLECTION USER MANUAL



## Contents

<b>Link to Open the Coal India – ICICI Bank Interface Portal.....</b>	<b>2</b>
<b>Module 1 – User Registration.....</b>	<b>2</b>
<b>Module 2- Bank Account Registration.....</b>	<b>5</b>
<b>Module 3- Payment of Proforma Invoice.....</b>	<b>8</b>
<b>Module 4- Payment Status Check.....</b>	<b>11</b>

## Link to Open the Coal India – ICICI Bank Interface Portal

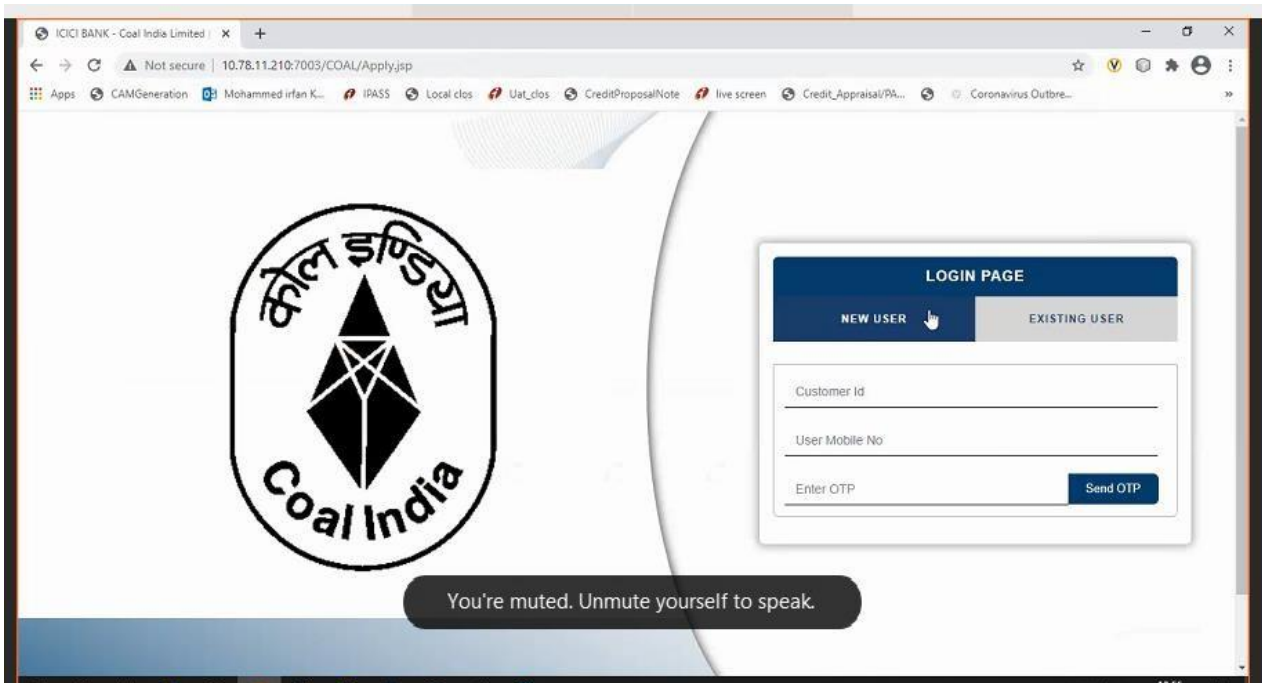
<https://clos.icicibank.com/COAL/Apply.jsp>

### Module 1 – User Registration

Consumers can register themselves by clicking on New user (for 1<sup>st</sup> time registration) & later on Existing user for login henceforth.

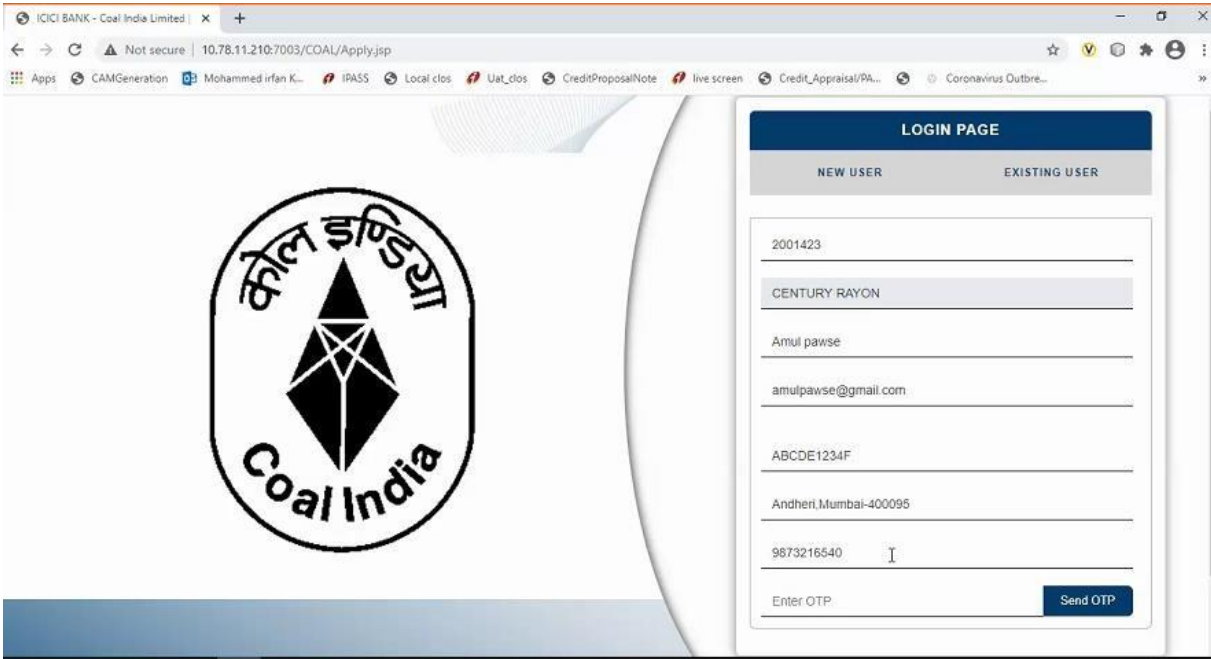
#### For Existing user

For registration of New User: Click on **NEW USER** tab



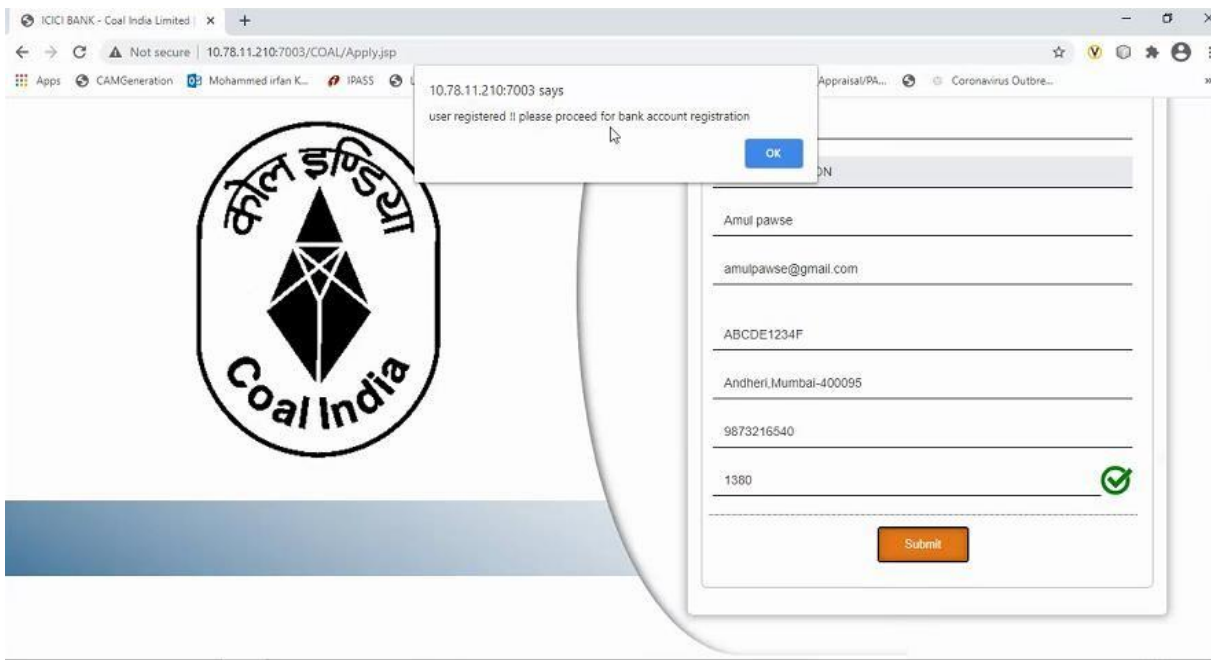
#### 1. Fill all the details required details

- Consumer Code
- Consumer name
- User name
- User E-mail ID
- Consumer PAN number
- Consumer Address
- User Mobile number



## IMPORTANT

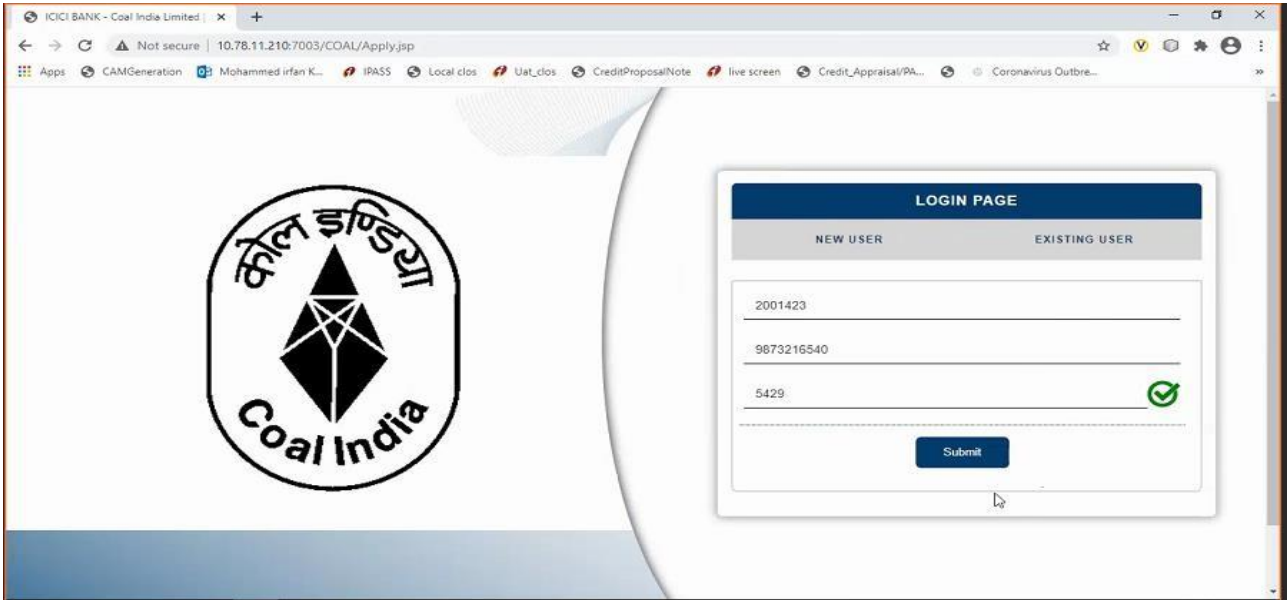
- ✚ Please enter 10 digit Consumer Code and PAN as registered with CCL/CIL in ERP system
- ✚ If you do not have Consumer Code, please seek the Consumer Code from CCL/CIL.
- ✚ **Please note you can register your phone number only once.**
  1. Once Mobile number is entered click on **OTP** tab.
  2. OTP will be sent on registered mobile number.
  3. Once OTP is entered, click on **SUBMIT** tab



## For Existing user

Fill in all the required details

- Consumer number
- Registered Mobile number
- Once Mobile number is entered click on **OTP** tab.
- OTP will be sent on registered mobile number.
- Once OTP is entered, click on **SUBMIT** tab



Once logged in using a Consumer Code, below details will be shown to the user

- Sales Organization
- Description
- Item
- Amount Due
- Select Proforma Invoice option will be reflected against Multiple Proforma Invoice
- Payment Amount (Same or less amount can be paid)
- TDS Amount (TDS amount shall be kept as ZERO unless otherwise communicated by CCL/CIL)
- Destination – to be selected by user from drop down – Within State/Outside State – For Traders; Own Consumption – End Use Consumers

Customer Number	3004369
Customer Name	JAGRITI COAL AND
Sales Organisation Type	CCL

Sr No.	Sales Organization	Description	Item	Amount Due	Destination	Select Invoice	Date	Payment Amount	TDS
2	CCL	Proforma Invoice	9101002728	19989870.85	Own Consumption	<input checked="" type="checkbox"/>	07-05-2021		
3	CCL	Proforma Invoice	9101002729	20989911.00	Within State	<input checked="" type="checkbox"/>	07-05-2021		

## Module 2- Bank Account Registration

Before selecting Proforma Invoice, user should click on Register Bank Tab. This is a one time activity to be completed by all Consumers.

### IMPORTANT

You need to register the bank account from where you will remit funds for making a payment against Proforma Invoice. This Bank Account should necessarily be the one registered with CCL.

Payment received from a bank account not registered with CCL will be automatically refunded back to the source account.

Before initiating payments, consumer will have to separately register their bank account for the respective subsidiaries.

### Select Register Bank

- For CCL will be reflected.

### Click For CCL

ICICI Terms and ConditionsLogout

Customer Number	2001423
Customer Name	CENTURY RAYON
Sales Organisation Type	CCL

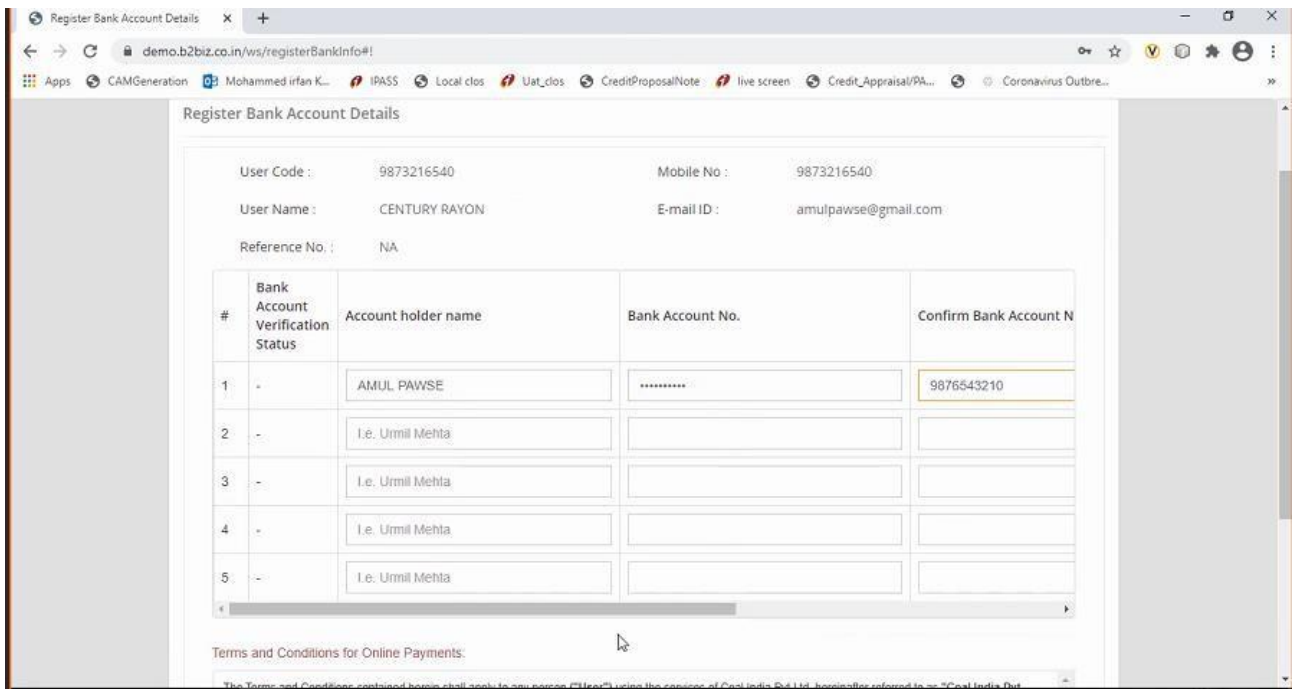
Register BankFor CCLUpdate BankDelete BankREFRESHPAYTransaction StatusRefundBalance Enquiry

Sr No.	Sales Organization	Description	Item	Amount Due	Destination	Select invoice	Date	Payment Amount	TDS
1	CCL	Proforma Invoice	9101001131	21133623.00	<input type="text"/>	<input checked="" type="checkbox"/>	14-12-2020	<input type="text"/>	<input type="text"/>
2	CCL	Proforma Invoice	9101001132	21133623.00	<input type="text"/>	<input checked="" type="checkbox"/>	14-12-2020	<input type="text"/>	<input type="text"/>
3	CCL	Proforma Invoice	9101001133	21133623.00	<input type="text"/>	<input checked="" type="checkbox"/>	14-12-2020	<input type="text"/>	<input type="text"/>

Needs to fill all the required details

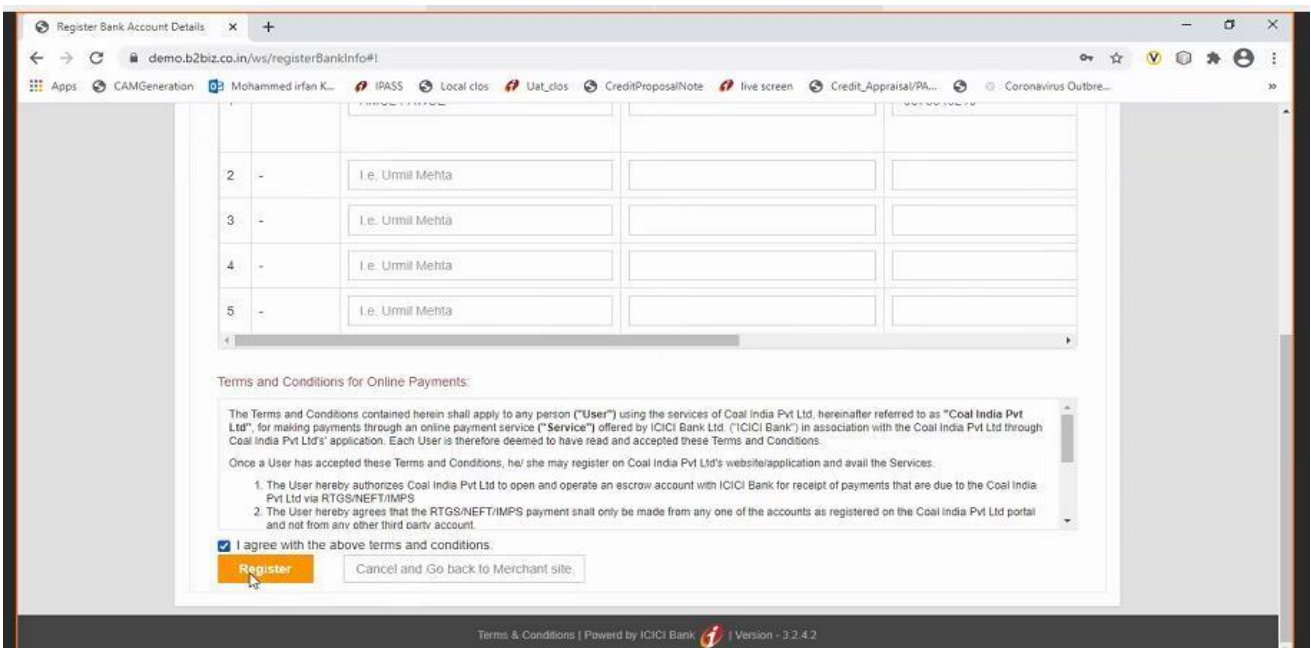
- Account holder name
- Bank Account number
- IFSC code
- Bank Name

Maximum up to 2 numbers of Bank account can be updated.



Once all Bank details are updated

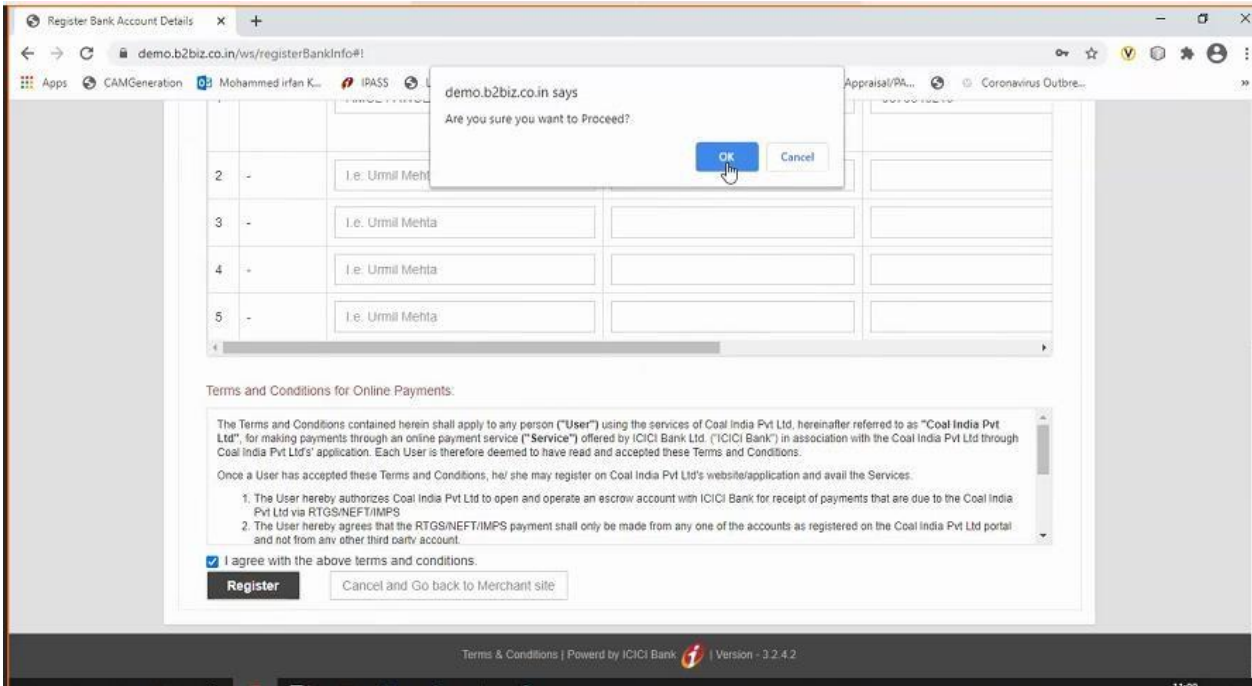
- Read the terms and conditions for Online Payments
- Tick on "I agree with the above terms and condition"
- If all details are correct, kindly click on **REGISTER** tab
- If incorrect click on **Cancel and Go back to Merchant site.**
- It will take 5-6 working hours for Bank details validation. If validation failed then consumer may contact CCL for making change in the Bank record. If Bank details validation is successful, proceed for making payment.



Once clicked on **Register** tab, re-confirmation page will open with details

### Are you sure you want to Proceed?

- If want to proceed, click on **OK** tab
- If do not want to proceed, click on **Cancel**



Modifications of bank account tabs is also available for making change in or deleting bank accounts along with refresh tab.

- **UPDATE BANK**
- **DELETE BANK**

Note: Any change in Bank details should be necessarily updated with CCL, which shall be communicated by CCL to ICICI.



### Module 3- Payment of Proforma Invoice

- Select **Sales Organisation type**, wherein Multiple Subsidiary Name will be reflected.
- Select Proforma Invoice from CCL. You cannot pay for outstanding Proforma Invoices of multiple subsidiary in one go. i.e. Proforma Invoice for CCL and other subsidiaries cannot be selected together.
- Once Proforma Invoices are selected, total Amount due will be reflected in Payment Amount.
- User to select Destination field
- The destination field will have drop down List of Values as
  - a) Own Consumption - applicable for End Use Consumers
  - b) Within State or - applicable for Traders
  - c) Outside State - applicable for Traders
- Destination field cannot be modified once payment on Proforma Invoice is done (Whether partial or complete)
- We can pay actual amount or input any other amount up to Proforma Invoice amount which need to be paid.
- TDS amount should be kept at Zero unless otherwise communicated by CCL/CIL.
- Total amount entered in Payment amount will be reflected in **TOTAL**
- Select on **PAY** tab.

Customer Number	3004369
Customer Name	JAGRITI COAL AND
Sales Organisation Type	CCL

Sr No.	Sales Organization	Description	Item	Amount Due	Destination	Select invoice	Date	Payment Amount	TDS
2	CCL	Proforma Invoice	9101002728	19989870.85	Own Consumption	<input checked="" type="checkbox"/>	07-05-2021	100	5
3	CCL	Proforma Invoice	9101002729	20989911.00	Within State	<input checked="" type="checkbox"/>	07-05-2021	200	0

### Make payment Page will get open, same will be active for 10 minutes only

Details will be reflected on page (non-editable field)

- Date
- User name
- Payment for
- Order no
- Transaction amount

Also EMAIL a COPY of CHALLAN option will be reflected

If clicked on

- YES - Email will be triggered to the registered email id

- NO – Email will not be triggered

Click on **GENERATE CHALLAN**, PDF copy will be generated.

The screenshot shows a web interface for making payments. At the top, it says 'Make Payment' and 'Session expires in 08:58 Minutes'. There are two tabs: 'Pay2Corp' and 'Challan (NEFT/RTGS)'. The 'Challan (NEFT/RTGS)' tab is active. The form contains the following fields and values:

- Date: 27/06/2022 10:52:58
- User Name: CHANDA CEMENT WORKS
- Payment For: CIL
- Order No.: TXD000000000000000000000000000000436
- Transaction Amount: 200.00 (Two Hundred )
- Email a copy of Challan ? : \*  Yes  No
- E-mail ID : \* [Empty text box]

At the bottom of the form, there are two buttons: 'Generate Challan' (orange) and 'Cancel' (white). To the right of the form, there are three icons with text: a flag icon for 'Convenient', a lock icon for 'Secure', and a speedometer icon for 'Fast'. At the very bottom, there is a yellow warning box that says: 'Don't Refresh this page. Refreshing of this page would interrupt this transaction.'

### **PAYMENT AGAINST CHALLAN:**

1. Challan generated will contain the beneficiary account number, IFSC and bank name
2. The beneficiary account number will be an alpha-numeric virtual account number.
3. Please ensure to enter correct details while remitting funds from your pre-registered account to this virtual number
4. The amount to be paid should be exactly equal to the amount printed on the challan.
  - If any mismatch in sender account, beneficiary virtual account or amount is found, funds will be refunded to your source account. Consumers can generate any number of challan for the amount of Proforma Invoice and make payment. Consumer can approach a Bank and make payment or register the beneficiary Account no. in their internet Banking and make payment. However, if the Amount against the Challan is remitted from Unregistered Bank Account of Consumer, amount will be credited back to the sender's source account.
  - If the remitted amount is other than the Generated Challan Amount, Amount will be credited back to the consumer's source account. Consumer has the option of generating fresh Challan, if the consumer desires to change the amount. Cancelling existing Challan and generation of Fresh Challan is an instant process.
5. You can remit funds against a challan using RTGS or NEFT mode
6. Once paid from your bank, it will take 2 to 3 hours for funds to be credited to beneficiary account and status of transaction to be updated on the portal



## Module 4- Payment Status Check

To check for the status of transaction, re-login in to the portal. Click on **TRANSACTION STATUS**

Customer Number	3004369
Customer Name	JAGRITI COAL AND
Sales Organisation Type	CCL

Register Bank
Update Bank
Delete Bank
REFRESH
PAY
Transaction Status
Refund
Balance Enquiry

Sr No.	Sales Organization	Description	Item	Amount Due	Destination	Select invoice	Date	Payment Amount	TDS
2	CCL	Proforma Invoice	9101002728	19989870.85	Own Consumption	<input checked="" type="checkbox"/>	07-05-2021	100	5
3	CCL	Proforma Invoice	9101002729	20989911.00	Within State	<input checked="" type="checkbox"/>	07-05-2021	200	0

Once clicked on **TRANSACTION STATUS**, transaction details will be reflected along with

- STATUS
- Re-Download Challan Link (if challan is misplaced). You can re-download the challan at any point of time.

The screenshot shows a web browser window with the URL `caoduat.icibank.com/COAL/ProposalTable.jsp?success=true&...`. The page title is "Viewing Navneet Kaushal's ...". It displays a table of transactions with columns: No., Organization, Description, Item, Amount Due, Status, and Re-Download Challan Link. Below the table are buttons for Register Bank, Update Bank, Delete Bank, REFRESH, PAY, and Transaction Status. A summary table at the bottom shows a total amount due of 400.00 for a pending status, with a re-download link.

No.	Organization	Description	Item	Amount	Status	Re-Download Challan Link
1	CCL	Proforma Invoice	9101001128	16748852.00	<input checked="" type="checkbox"/>	
2	CCL	Proforma Invoice	9101001129	16748852.00	<input checked="" type="checkbox"/>	
3	CCL	Proforma Invoice	9101001130	16748852.00	<input checked="" type="checkbox"/>	
4	MCL	Proforma Invoice	9101001131	20232120.85	<input checked="" type="checkbox"/>	
5	MCL	Proforma Invoice	9101001132	20238120.85	<input checked="" type="checkbox"/>	
6	MCL	Proforma Invoice	9101001133	20238120.85	<input checked="" type="checkbox"/>	
<b>Total</b>						

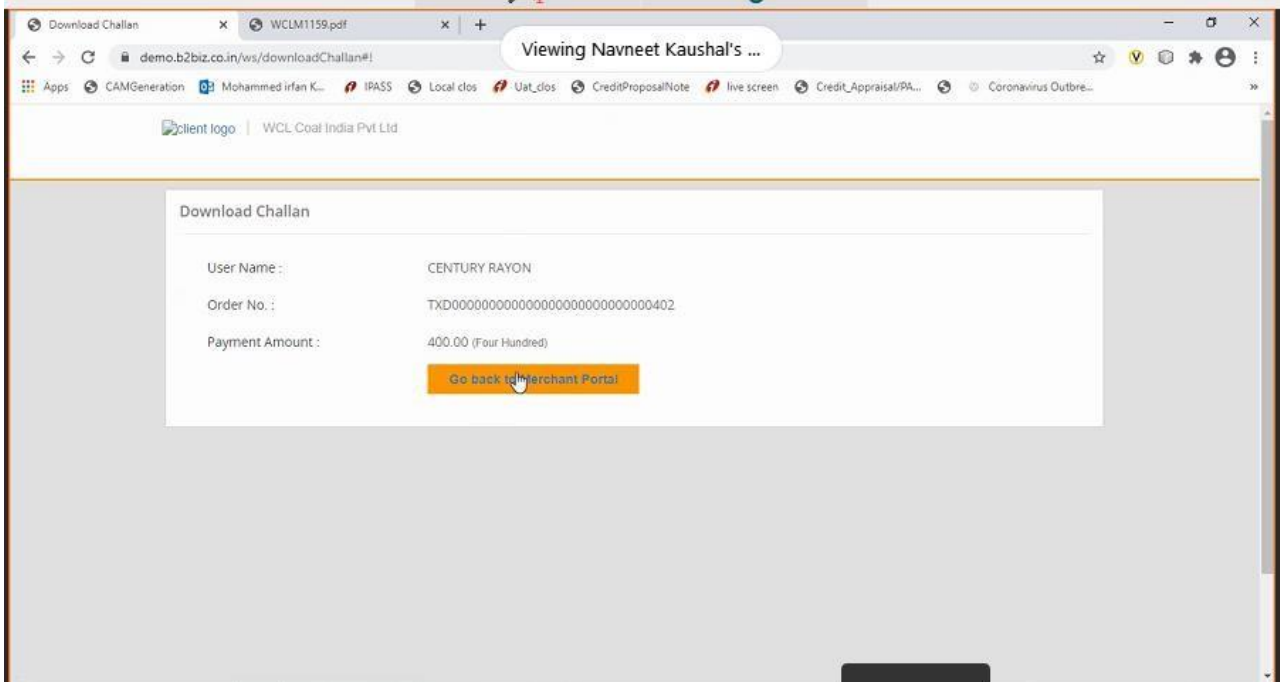
  

Sr No.	Challan No.	Sales Organization	Items	Amount Due	Status	Re-Download Challan Link
1	CCLM1159	CCL	{9101001129,9101001128}	400.00	PENDING	<a href="#">LINK</a>

### IMPORTANT

**Please note payment on one challan can be done only once**

Once clicked on Re-Download Challan Link, challan will be reflecting for download.



- Once Challan is downloaded, you can make payment through various bank by using payment mode as **RTGS / NEFT**.
- Once payment is done, status of challan will get changed to **PAID** in system
- Click on the **REFRESH BUTTON** to update Proforma Invoice amount on the table.
- Proforma Invoices which are paid completed will not appear on the screen again
- Proforma Invoices which are partially paid, will appear with the pending amount only
- Status can be viewed in **TRANSACTION STATUS** tab
- If user had created multiple challan for payment, then user should check status of that Proforma Invoice before making payment for another Challan.