

Steps to be followed for the making of online payment for Plant Quarantine Station (PQS) Charges.

1. Visit the website <https://bharatkosh.gov.in/>

The screenshot shows the homepage of the Non-Tax Receipt Portal. At the top, it features the Government of India logo and the text 'Non-Tax Receipt Portal Government of India' on the left, and 'Controller General of Accounts Dept. of Expenditure, Ministry of Finance' on the right. A navigation bar includes links for Home, About Us, User Guide, Contact Us, FAQs, Terms And Conditions, and Charge-back and Refund Policy. Below this is a banner image with the text 'Non-Tax Receipt Portal'. To the right is a 'Login For Registered User' section with fields for User Name and Password, a Captcha image showing 'rrJDsd', and a 'Login' button. Below the login section are four boxes: 'Current Receipt Available for Deposits', 'Donate to Swachh Bharat Kosh', 'Common Receipts to GoI', and 'Non-Registered Users'. A section titled 'Objectives of the Non-Tax Receipt Portal' lists four bullet points. At the bottom, a green banner reads 'Non-Tax Receipt Portal Inaugurated on 15 Feb 2016 by Hon'ble Finance Minister'. On the right side, there are links for 'Publication Division e-Store', 'Track your Payment / payment history', 'Guide Me', and 'helpdesk-pfms[at]gov[dot]in' with a phone number '1800-118-111'.

2. Click on **Register as User**, below screen will be appeared then fill the valid mobile number and e-mail ID and request for OTP

The screenshot shows the 'User Registration' page of the Non-Tax Receipt Portal. It features the same header and navigation bar as the homepage. The main content area is titled 'User Registration' and contains a form with the following fields: 'Mobile No : --Select--' (a dropdown menu), 'Email Id : *' (a text input field), a Captcha image showing '6cd0a3', and 'Enter security code : *' (a text input field). Below the security code field is the text '(Text shown in Captcha is case-sensitive)'. A 'Send OTP' button is located at the bottom right of the form. At the bottom of the page, there is a footer with copyright information: '©2015 Controller General of Accounts. All Rights Reserved. To be viewed in 1024x760 resolution and IE 9 and above, Chrome and Mozilla.' It also includes the NIC logo and links for Home, About Us, Contact Us, Privacy Policy, Disclaimer, Sitemap, and Terms & Conditions. The page is powered by the 'Public Financial Management System'.

2.1 Fill the received OTP and click on **verify**.

- Once the OTP verified below screen will appear and fill the required information as requested

(NOTE: **DON'T click** on NEFT based transaction)

The screenshot shows the 'User Registration' form on the Non-Tax Receipt Portal. The form is titled 'User Registration' and contains the following fields and options:

- Mobile No : INDIA(+91) 9533612961
- Email Id : * dmikl03@nic.in
- NEFT Based Transaction
- Depositor's category : * Individual
- Select Controller : * --Select--
- First Name : *
- Last Name :
- User Name : * [Check username availability](#)
- Password : * (Password must contain minimum 6 characters and maximum 25 characters. Password should contain atleast one alphabet, one numeral and one special character like [@\$%^&*])
- Confirm Password : *
- Organization Name
- Company Identification No.
- TAN:

Buttons: Reset, Submit

- Depositors category: Select **Individual / Corporate / NGOs** from drop down box
 - Select Controller: Select **AGRICULTURE** from dropdown box.
 - Create User Name and Password and make note of the same for future use
 - Fill the other requisite information and submit account will be created.
- After the creation of account, login by using username and password. Under the **MAKE YOUR PAYMENT** (horizontal row) head select **Payment to GOI** (Vertical row).

The screenshot shows the home page of the Non-Tax Receipt Portal. The page is titled 'Non-Tax Receipt Portal' and is part of the Government of India's Controller General of Accounts, Dept. of Expenditure, Ministry of Finance. The page features a navigation menu with the following options:

- HOME
- MY ACCOUNT
- MAKE YOUR PAYMENT
 - Donate to Swachh BharatKosh
 - Receipt for DoT
 - Payment to GoI
- TRACK YOUR PAYMENT
- LOGOUT

Below the menu, a welcome message is displayed: 'Welcome to Non-Tax Receipt Portal' and 'Select menu options from the menu bar at the top, for browsing to the desired page'.

Footer: ©2015 Controller General of Accounts. All Rights Reserved. To be viewed in 1024x760 resolution and IE 9 and above, Chrome and Mozilla. NIC. Home | About Us | Contact Us | Privacy Policy | Disclaimer | Sitemap. Powered by Public Financial Management System.

5. In new page fill the following

5.1 Depositors category select **Individual / Corporate / NGO**

5.2 Purpose: Please click on search button  appears at the end of box
After the clicking the search button select the purpose highlighted.

Purpose:		
Purpose	Payment Type	Function Head
GRADING CHARGES-ONION	None	043500800000000-OTHER RECEIPTS
GRADING CHARGES-POMEGRANATE	None	043500800000000-OTHER RECEIPTS
GST TDS AHD MUMBAI	GST TDS	865800101080000-GST-TDS
GUARANTEE FEES AND MISCELLANEOUS GENERAL SERVICES (SECTT-1)	None	007500108000000-GUARANTEE FEES
GUEST ROOM RENT-NIFPHATT, CIFNET-PAO, COCHIN	GUEST ROOM CHARGES	040500011000000-RENTS
JOURNAL CHARGES-DCCD, DASD-PAO, COCHIN	JOURNAL CHARGES	040100800000000-OTHER RECEIPTS

Select Ministry as **AGRICULTURE**

Then In the scroll down box please select the following

JOURNAL CHARGES-DCCD, DASD-PAO, COCHIN	JOURNAL CHARGES
--	--------------------

NOTE: Please take care while selecting and ensure it should be **PAO COCHIN**

5.3 Payment type : **Jounral Charges**

Once you select the JOURNAL CHARGES-DCCD, DASD-PAO, COCHIN below information will appear automatically please check it once for confirmation

5.4 Function Head: **040100800000000-Other Receipts**

5.5 Pay & Accounts Office (PAO): **00476 – PAO(Agri Coop), Cochin**

5.6 Drawing & Disabusing Office: **200493- Assistant Director**

(NOTE: while selecting you should select 200493 only)

5.7 Amount INR : Write the appropriate amount in the box

5.8 Payment frequency: NO RESTRICTION

5.9 Remarks: *give a brief about your payment intention.*

After filling all the details select **ADD**

Payment Purpose

Depositor's category: Individual

Purpose: JOURNAL CHARGES-DCCD, DASD-PAO, COCHIN

Payment Type: JOURNAL CHARGES

Ministry: AGRICULTURE

Pay & Account Office (PAO): 000476 - PAO(Agri-Coop), Cochin

Drawing & Disbursing Office(DDO): 200493 - Assistant Director

Amount: INR 500
RUPEES FIVE HUNDRED ONLY

Payment Frequency /Period: No Restriction

Remarks: journal charges for the month of December , 2018 from M/s
2 Character Left

Add

6. After ADD the below screen will appear, please check the details once, it's found correct click on **NEXT**

Payment Purpose

Depositor's category: Individual

Purpose:

Amount: INR 0

Remarks: Remark

Add

Ministry	Purpose	PAO	DDO	Amount	Payment Period	Delete
AGRICULTURE	JOURNAL CHARGES-DCCD, DASD-PAO, COCHIN (JOURNAL CHARGES)	000476 - PAO(Agri-Coop), Cochin	200493 - Assistant Director	500.00	No Restriction	

Next →

7. The screen will moved to next page and mentioned the requisite details correctly

- 7.1 Name :
- 7.2 Address :
- 7.3 Country : INDIA
- 7.4 State : KERALA (Select from scroll down box)
- 7.5 District : (Select from scroll down box)
- 7.6 City :

7.7 Pincode :

7.12 Mobile No. :

7.13 E-mail :

After entering **valid mobile number** and **E-mail ID** please select **Online Payment** and click on **NEXT**

Non-tax Receipt Portal

1 Payment Purpose — 2 Depositor's Details — 3 Confirm Info — 4 Pay

Depositor's Details

Name:	Mr. Santhosh G A
Address Line 1:	Kendriya Bhavan Kakkanad
Address Line 2:	Characters not allowed are [- ~ ! @ # \$ % ^ & * () ? < > ;]:
Country:	INDIA
State:	KERALA
District:	ERNAKULAM
City:	
Pincode/ Zipcode:	
TAN:	
TIN:	
PAN:	
Aadhaar:	
Mobile No.:	INDIA(+91) 9533612961
Email :	santhoshgowdagere@gmail.com

Online payment SWIFT/NEFT/RTGS

Back Next

8. After click on **NEXT** the below shown screen will appear, please check the details furnished once before click on **CONFIRM** on right hand side

- 1 Payment Purpose —
 2 Depositor's Details —
 3 Confirm Info —
 4 Pay

Payment Mode		Online Payment				
Depositor Details						
Name :		Mr. Santhosh G A				
Address 1 :		Kendriya Bhavan Kakkanaad		Address 2 :		
City :				District :		ERNAKULAM
State :		KERALA		Country :		INDIA
Pincode /ZipCode:				Email :		santhoshgowdagere@gmail.com
Mobile No (91):		9533612961		PAN Number :		
Aadhaar Number :				TIN Number :		
Purpose Details						
Sr. No.	Ministry	PAO Name	DDO Name	Purpose & Payment Type	Payment Period/ Frequency	Amount (In INR)
1	AGRICULTURE	PAO(Agri-Coop), Cochin[000476]	Marketing Officer, Directorate of Marketing & Inspection[200574]	FEES FOR QUALITY CONTROL GRADING OF AGRICULTURAL PRODUCTS-PAO, COCHIN, RECEIPT OF DMI AND RAL	No Restriction	5

[Back](#)

[Confirm](#)

9. Once the confirmation done, the Payment Gateway page will be displayed as shown below.

- 9.1 Select any of the Gateways
- 9.2 Select the mode of payment **Net Banking / Debit Card / Credit card** then click on accept terms and conditions and click on **PAY**

Payment Gateway

The payment can be made by a depositor using all Indian Credit Cards or Debit Cards and also via the Internet Banking of banks through the Payment Gateways available below



Net banking | **Debit card** | Credit card

VISA MasterCard RuPay Maestro

Charges applicable :- 0.04

[View User Charge](#)

YvQpJT

Enter the Letters shown above:

After you click on 'Pay' button, you will be redirected to a secure gateway. After completing the payment you will be redirected back

Note: Please Wait and do not Press Back or Refresh button of your browser while your transaction is being processed.

Disclaimer:
As per the terms and conditions of the charge back-refund policy of NTRP (Non tax Receipts Portal), only Genuine refunds/charge back claims will be entertained for refund. The refund will be processed offline by the respective PAO/DDO of the concerned Ministry/Department to which the user has made the payment through NTRP.

No chargeback/refund claim will be entertained by the payment gateway/bank once the transaction has been credited to Ministry/Department.

I acknowledge and confirm that I have read and agree to the [Terms and Conditions](#).

[Back](#)

[Pay](#)

10. Once click on the **PAY** the below screen will appear fill the required details and proceed further

SBIePay NTRP PFMS Oo CGA MOF

Transaction Details | Order Number 0510170000138 | Amount 5.00 INR + Convenience Fee if applicable will be charged to you.

Payment Details

Net Banking | Credit Card | **Debit Card** | Mobile Payments | POS

Select Card Type VISA SBI Maestro RuPay MasterCard Maestro

Debit Card Number

Expiry Date Month Year

Name on Card

CVV Number

[Proceed](#) [Cancel](#)

CVV number is the 3-digit number found on the back of your credit card near the signature panel.

SBlePay NTRP PFMS Oo CGA MOF

Transaction Details | Order Number 0510170000138 | Amount 5.00 INR + Convenience Fee if applicable will be charged to you.

Payment Details

- Net Banking
- Credit Card
- Debit Card**
- Mobile Payments
- POS

Transaction Summary

Transaction Amount	5.00 INR
Transaction Processing Fee	0.01 INR
GST	0.00 INR
Total Amount to be Paid	5.01 INR

CVV Number

CVV number is the 3-digit number found on the back of your credit card near the signature panel.

Copyright © 2013 State Bank of India. All Rights Reserved. Powered by State Bank Of India

After the **Pay Now** the OTP will come to your mobile and complete the payment

Merchant : SBlePay

Transaction Amount : INR 5.01

SBI Debit Card : xxxx xxxx xxxx 6610

Authenticate Payment

OTP sent to your mobile number ending 2961

Enter One Time Password (OTP)

[Resend OTP](#)

[Cancel and Go back to merchant](#)

11. Once the payment made successfully the following screen will appear

Non-Tax Receipt Portal

We have received your payment.

Payment Info

Transaction Ref. No.:0510170000138

Bank Reference Number:4599180781106

Status:SUCCESS

Amount:INR 5

Other Details:20057405101700000136 35266962636 5

Reason:

[Generate Receipt](#) [Track your payment](#) [Make another payment](#) [Quit](#)

Purpose	Amount	Ministry	Functional Head	DDO Name	PAOName	Payment Frequency / Period	Document List
FEEES FOR QUALITY CONTROL GRADING OF AGRICULTURAL PRODUCTS-PAO, COCHIN - RECEIPT OF DMI AND RAL	5 (INR)	AGRICULTURE	043500102000000	Marketing Officer, Directorate of Marketing & Inspection	PAO(Agri-Coop), Cochin	No Restriction,2017-2018	

Disclaimer:

Please check your account for any debited Amount to avoid duplicate payment. In case of any duplicate payment made, the concerned Ministry/Department against which the payment has to be realized, shall have to be directly contacted by the depositor and the Non Tax Receipt Portal shall not bear the onus for the same.

The entity making the deposit at NTRP should ensure that it is doing so against correct and relevant name , the same name should be used to claim the services in lieu of the payment made.

Note:-If your payment is successful, download the receipt for your payment

12. Once above screen appears, click on **Generate Receipt** and the same may be send (2 copies) along with application for replica serial numbers. The copy of E-receipt is given for reference.



bharatkosh.gov.in
Government of India Receipt Portal

RECEIPT

Transaction Ref.No. 0510170000138 Dated: Oct 5 2017
10:03AM

Received from MR. SANTHOSH G A with Transaction Ref.No.
0510170000138

Dated Oct 5 2017 10:03AM the sum of INR 5 (Five Only) through Internet
based

Online payment in the account of FEES FOR QUALITY CONTROL GRADING OF
AGRICULTURAL PRODUCTS-PAO, COCHIN, , Replica charges (digital payment
test).

**Disclaimer:- This is a system generated electronic receipt, hence no physical signature
is required for the purpose of authentication**

Printed On: 05-10-2017 10:5:44

Courtesy :- Controller General of Accounts

IMPORTANT INFORMATION

1. Select Ministry/Controller : **AGRICULTURE**
2. Pay & Accounts Office (PAO) : **00476 – PAO(Agri Coop), Cochin**
3. Drawing & Disabusing Office : **200493-Assistant Director**
4. Function Head: **04010080000000-Other Receipts**