

OFFICE OF THE PRINCIPAL COMMISSIONER
CGST COMMISSIONERATE, AHMEDABAD SOUTH
Office: GST BHAVAN, AMBAWADI, NEAR PANJRA POLE, AHMEDABAD
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Date:18.08.2020

TRADE NOTICE NO.04 /2020

Sub: Launch of eOffice in CGST Ahmedabad South Commissionerate – regarding.

This is for information of all taxpayers that eOffice, an application developed by the National Informatics Centre under the Ministry of Electronics and Information Technology, Govt. of India, to carry out office work electronically, has been launched in CGST, Ahmedabad South Commissionerate. The application is designed to establish a paperless environment in Government offices, increase efficiency, transparency, effectiveness, employee convenience and accountability and to give better services to the taxpayers.

2. It is expected that adoption of eOffice to carry out office work will bring in its wake an attitudinal shift and awareness and usher in more efficient, effective and transparent inter and intra government transactions. The process will benefit the public in terms of enhanced transparency, increased accountability, assured data security and integrity and is also expected to be a huge transformation in work culture and ethics within the department.

3. With launch of eOffice, taxpayers are encouraged to utilize electronic means of communication with the Department. In this regard, it may be noted that since e-Office application requires pdf files, it would be convenient if communications / letters sent to the Department by electronic means are in pdf format, better still if they are in searchable mode, for faster processing by the Commissionerate.

4. Taxpayers are also encouraged to mention their mobile number and email in their communications to facilitate immediate acknowledgement by mail and SMS through the application. They will receive the Diary Number allotted to their communications, which can be used as a reference by them while communicating with the Department in future.

5. All members of the Regional Advisory Committee, Trade Associations and Chamber of Commerce in the State/UT of Gujarat are requested to circulate this Trade Notice among their constituent members for wide dissemination. Difficulties faced or suggestions, if any, may be brought to notice.

Digitally signed by SUNIL
KUMAR SINGH
Date: Tue Aug 18 11:35:05 IST
2020
Reason: Approved

(Sunil Kumar Singh)
Principal Commissioner

To:

The members of Regional Advisory Committee/ Trade Associations/ Chambers of Commerce in State of Gujarat.

Copy for information to:

- i. The Principal Chief Commissioner, CGST Ahmedabad Zone, Ahmedabad.
- ii. All the Principal Commissioners/Commissioners of CGST, Ahmedabad Zone.
- iii. All officers and staff of CGST, Ahmedabad South Commissionerate.
- iv. Notice Board.