



PMC Cell – MM

## Oil and Natural Gas Corporation Ltd

Corporate Materials Management  
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Circular No. 15/2018

No: MAT/PMC/13(117)GST/2018  
Dated: 18.04.2018

**Sub: Incorporation of GST details in shipping documents.**

Reference is invited to PMC circular no. 35/2017 dated 01.08.2017, wherein guidelines for incorporation of GST details in shipping documents, issued by ED-CCF vide circular no. DLH/Indirect Tax/GST/01/2017-18 dtd. 12.05.2017, have been circulated.

T&S office Mumbai has informed that in some of the cases of import, difficulties are being experienced in making payments of shipping invoices raised by various shipping companies/agents due to non-availability of GST registration details of the concerned work center of ONGC (each consignee in case of orders with multiple consignees) in shipping documents, which leads to delay in clearance and incurrence of demurrage/detention.

Further, Jawaharlal Nehru Custom House, Nhava Sheva vide Public Notice 33/2018 (F. No. S/22-Gen-402/2017-18/AM (I) / JNCH dated 07.03.2018 have issued instructions that Import & Export Code (IEC) of Importer, GST Identification Number of Importer and Official e-mail ID of Importer (to be used for correspondence by shipping lines and Customs) be incorporated on Bill of Lading issued at the time of booking the consignments.

Accordingly, all concerned are advised to ensure that following details are incorporated on the shipping documents, Bill of Lading (BL) / Air Way Bill (AWB), Invoice, Packing List etc. at the time of booking the consignment at loading port so as to ensure timely clearances:

1. Import & Export Code (IEC) of ONGC i.e. 2988002207.
2. GST registration details of ultimate consignee of ONGC (Address, GSTIN, State Code and place of supply) (Copy enclosed as Annexure-I for ready reference)
3. Official email id of concerned section / T&S of ONGC (to be used for correspondence by shipping lines and Customs)  
(email id's of T&S offices: tands\_mumbai@ongc.co.in, tands\_kolkata@ongc.co.in, tands\_chennai@ongc.co.in)

Above guidelines should be meticulously followed by all concerned.

  
(Ashwini Nagia)  
ED-Chief MM Services

Distribution: (Through ONGC's intranet website 'ongcreports.net').  
All concerned may download the circular from the site. Hard copies are not distributed separately.

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1. EO to CMD, ONGC, New Delhi.
2. CEA to Director (T&FS) / Director (Offshore) / Director (HR) / Director (Exploration)/Director (Onshore) / Director (Finance), ONGC, New Delhi.
3. CVO, ONGC, New Delhi.

## Annexure-I

Statewise GST Registration No. of ONGC

SI	Registration	GSTIN (GST Registration no.)
1	SEZ	24AAAC01598A3ZR
2	Punjab	03AAACO1598A1ZX
3	Madhya Pradesh	23AAAC01598A1ZV
4	Himachal	02AAACO1598A1ZZ
5	Delhi	07AAACO1598A1ZP
6	Uttar Pradesh	09AAACO1598A1ZL
7	Jharkhand	20AAACO1598A1Z1
8	Orissa	21AAAC01598A1ZZ
9	Tripura	16AAAC01598A2ZP
10	Goa	30AAACO1598A1Z0
11	Rajasthan	08AAACO1598A1ZN
12	Tamil Nadu	33AAAC01598A1ZU
13	Pondicherry	34AAAC01598A1ZS
14	Uttarakhand	05AAACO1598A3ZR
15	Assam	18AAAC01598A2ZL
16	West Bengal	19AAAC01598A1ZK
17	Offshore	97AAAC01598A1ZG
18	Maharashtra	27AAAC01598A1ZN
19	Gujarat	24AAAC01598A4ZQ
20	Andhra Pradesh	37AAAC01598A1ZM