

**CCT's Ref No. CS(1)/ 27/2017, Date. 02.08.2017**

**CIRCULAR**

Sub:- Goods and Services Tax – GST Readiness of VAT dealers migrated to GST – Obtaining certain information – Web form designed – Certain instructions issued – Reg.

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It has been decided to create, maintain and update certain data relating to GST readiness in respect of VAT dealers who have / are being migrated to GST, for further follow up in GST regime. Accordingly, a Web form (GST Readiness Input Form) has been designed in VATIS and made available in Officers' logins since yesterday.

In this regard, the following guidelines are issued for collection and entry of the data into the said Web form.

- The Input form is divided into (8) Sections. The data related to each Section shall be obtained from the respective dealers, as detailed below, and shall be entered into VATIS by opening separate dealer wise relevant Input forms.
- The information in respect of all taxpaying dealers of all circles shall be obtained, and entered into the GST Readiness Input Form, within (3) days without fail.
- The data in respect of the last Section of the Form i.e., rate of tax wise Turnovers (Inter-state purchase / sale, local purchase / sale) shall be the turnovers scored by the dealers during the month of July 2017 (i.e., tax period July 2017 for which GST is payable in August 2017). This data shall invariably be obtained from all the LTU dealers and top 25 dealers of all circles.
- The data in respect of all other tables shall be obtained from all the dealers.
- To make it easy to obtain the information from the dealers, a separate Excel format will be prescribed shortly.
- The Deputy Commissioners (CT) may divide this item of work among the ACs / CTOs / DCTOs / ACTOs of the division so as to enable the work be completed within the stipulated time.

Hence, all the Deputy Commissioners (CT) are hereby requested to issue suitable instructions to the Assistant Commissioners(CT)(LTU) and the Commercial Tax Officers of the circles under their control to obtain the data as required in the Input form, and ensure that the same is entered into VATIS as per the above guidelines, and report compliance.

**Sd/- V. Anil Kumar  
Commissioner (CT)**

To  
The Deputy Commissioners (CT) in the State.

Copy submitted to the Principal Secretary to Government, Revenue (CT & Excise)  
Dept., TS, Hyderabad for favour of information.