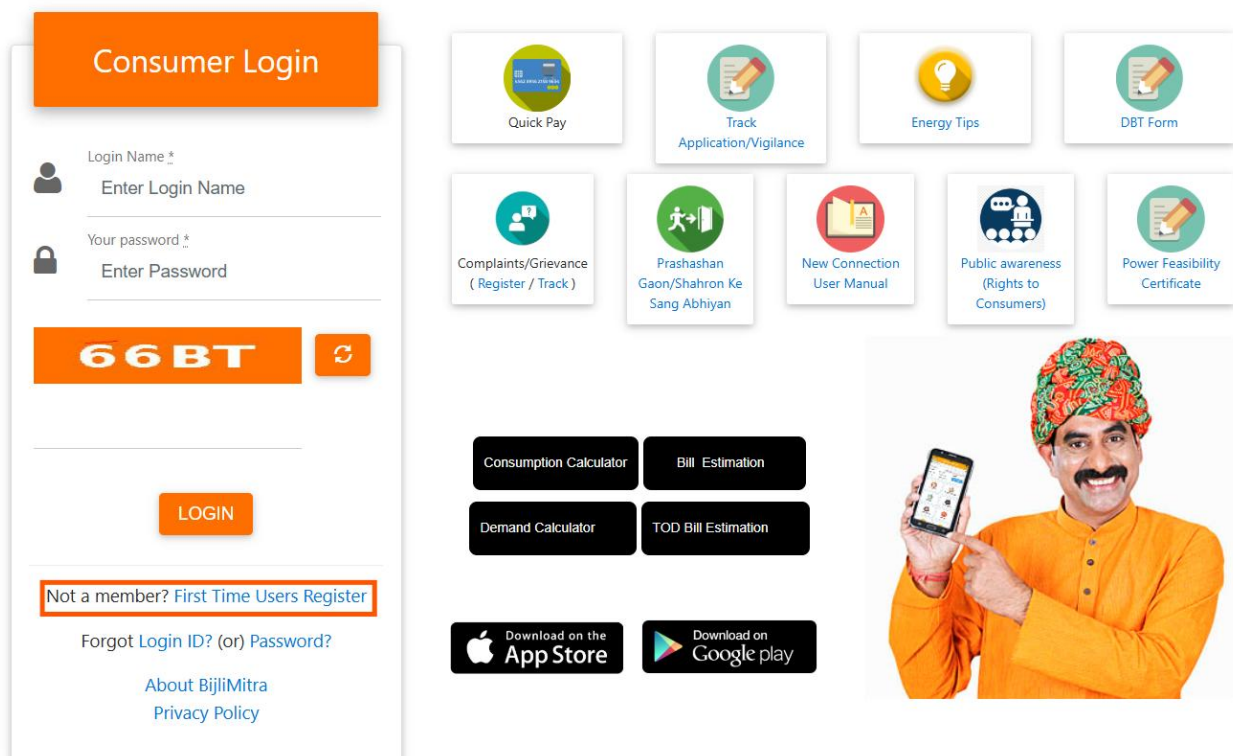


New Connection Management System

(User Manual – Ver 1.0)
(In English)

To apply for a new connection, consumers must first visit the Bijli Mitra web application and create a new registration.

Step A:



Later, click on “First Time User Register”, and the following page will open.

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Step B :

Please fill in the required fields and click on the submit button. An OTP will be sent to the mobile number you provided.

Consumer Registration

Consumer Name * <input type="text" value="Name"/> 	User Name * <input type="text" value="Username"/> 
Date of Birth <input type="text" value="Date of Birth"/> 	PinCode (ZipCode) * <input type="text" value="Pin/Zip Code"/> 
Password * <input type="password" value="Password"/> 	Confirm Password * <input type="password" value="Confirm password"/> 

Password must contain atleast one lower character,one upper character,one number and one special character.(Eg:- myPassword@1)

Mobile Number * <input type="text" value="MobileNo"/> 	Email-Id (Optional) <input type="text" value="Email address"/> 
Security Question 1 * <input type="text" value="Select Question 1"/> 	Answer 1 * <input type="text" value="Answer 1"/>
Security Question 2 * <input type="text" value="Select Question 2"/> 	Answer 2 * <input type="text" value="Answer 2"/>

Back to Customer Login[Submit](#)

Enter the OTP and click on Register.

OTP *

[Resend OTP](#)

Back to Customer Login[Register](#)

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Step C :

log in using your created username and password.

Consumer Login



Login Name *

ManjunathDK



Your password *

.....

HLZG



LOGIN

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As soon as you log in, the following page will be displayed.



New Consumer?

You do not have any Registered Application in our portal so if you want to apply for New Electricity Connection then click here..

[Register Application](#)

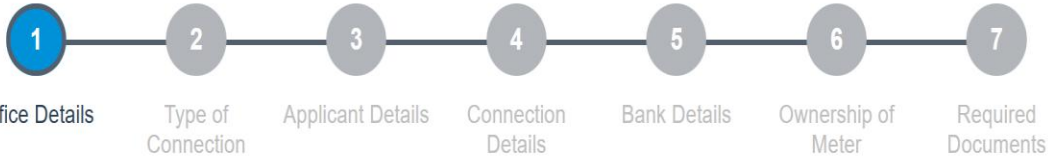
Registered Account No?

Registering your Account No. will facilitates you to Pay Bill Online and You can also Apply for Load, Tariff & Name change.

[Register Account No](#)

- Click “Register Application”, if you are applying for a new connection.
- Click on “Register Account No”, if you already have an existing connection.

✓ Application Registration Pr...



Step 1 - Office Details

1) Fill office details either by selecting appropriate office (or) By entering a valid neighbour's K No.

Step 1 - Office Details

1) Fill office details either by selecting appropriate office (or) By entering a valid neighbor's K No.

✓ Application Registration N...

1: Office Details

Select Office K Number Office Name (or) Neighbour's K No.

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Step 2 - Type of Connection

1) Select the Request Type details (Temporary or Permanent)

2: Type of Connection

Request Type*	<input type="text" value="Select Request Type"/>	Application Reg Date*	<input type="text" value="01-02-2025"/>
Locality Type*	<input type="text" value="Select Locality Type"/>		

Step 3 - Applicant Details

Enter applicant details like: Name, Father/Husband Name, Full Address, District, STD Code, Landline Mobile No., E-Mail and Status of Applicant (Tenant, Owner or Occupier).

3: Applicant Details

Applicant Type*	<input type="text" value="Select"/>	Name*	<input type="text" value="Name"/>	Father / Husband Name*	<input type="text" value="Select"/>
Applicant Gender*	<input type="text" value="Select"/>	Applicant Category*	<input type="text" value="Select"/>	DOB	<input type="text" value="Date of Birth"/>
House No. *	<input type="text" value="House/Flat/Shop No"/>	Landmark *	<input type="text" value="Landmark"/>	Street/Mohalla*	<input type="text" value="Street/Mohalla"/>
Constituency*	<input type="text" value="Constituency"/>	District*	<input type="text" value="Select District"/>	STD Code	<input type="text" value="STD Code"/>
Locality*	<input type="text" value="Area"/>	Pincode	<input type="text" value="Pin"/>	Phone	<input type="text" value="Phone No."/>
Mobile No. *	<input type="text" value="Mobile No."/>	E-Mail	<input type="text" value="E-Mail"/>		
Status of Applicant *	<input type="text" value="Select Status of Applicant"/>	Minority Community *	<input type="text" value="Select Minority Community"/>		

Step 4 - Connection Details

Select your Purpose of Supply(Office, Cinema Hall, Clinic etc.,) then make selection for required Load Units(HP/KW) then enter Applied load and contract Demand (KVA)

4: Connection Details

Purpose of Supply*	<input type="text" value="Select Purpose of Supply"/>	Category *	<input type="text" value="Select Category"/>
Sub Category *	<input type="text" value="Select Sub Category"/>	Load Units *	<input type="text" value="Select Load Unit"/>
Applied Load *	<input type="text" value="Load"/>	Phase *	<input type="text" value="Select"/>
Character of Service*	<input type="text" value="Select"/>	Is Seasonal	<input type="checkbox"/>
If Govt. / Private / PHC	<input type="text" value="Selk"/>		

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Step 5 - Bank Details

Enter your Bank Account Details like, Bank Name, Account Type (Current, Savings, Other) along with IFSC Code and Account Number.

5: Bank Details

Bank Name	<input type="text" value="Select Bank"/>				
Account Type	<input type="text" value="Select Account Type"/>	IFSC	<input type="text" value="Select IFSC"/>	Account No.	<input type="text" value="Account No."/>
Aadhar No.	<input type="text" value="Aadhar Number"/>	Bhamashah No.	<input type="text" value="Bamasha Number"/>	PAN No.	<input type="text" value="PAN No."/>
GSTN No.	<input type="text" value="GSTN No."/>	Astha No.	<input type="text" value="Astha Number"/>	Sanstha Adhar No	<input type="text" value="sanstha Number"/>

Step 6 - Ownership of Meter

Make selection for Meter Ownership provided by JVVNL or by the Applicant him/her self.

6: Ownership of Meter

JVVNL Applicant

Ownership of Plant/Line

JVVNL Applicant

Step 7 - Required Documents and Save Application

Upload Required documents for New Connection Submit the application.

8: Required Documents

<input type="checkbox"/>	Scanned Signature of Consumer	<input type="button" value="View"/>	<input type="button" value="Choose File"/>	No file chosen	
<input type="checkbox"/>	Any of the following documents for Identity Proof: * Rashan Card/ Driving Licence/ Voter ID/ PAN Card/ Aadhar Card	<input type="button" value="View"/>	<input type="button" value="Choose File"/>	No file chosen	
<input type="checkbox"/>	Jan AdharNo * <input type="text" value="Jan AdharNo"/>	Upload Document	<input type="button" value="View"/>	<input type="button" value="Choose File"/>	No file chosen
<input type="checkbox"/>	Any of the following documents for Ownership (In case of Owner): * Title deed(Registry)/ Mortgage Deed/ Patta/ Sale Deed/ Allotment letter/ Court Order/ In rural areas, certificate issued by Revenue Authorities/ Possession letter issued by local bodies or any other Government authority like RICCO, Industries Dept. etc/ Site map indicating location of the premises, metering equipment's etc.	<input type="button" value="View"/>	<input type="button" value="Choose File"/>	No file chosen	
<input type="checkbox"/>	Self Certification of electrical installation: *	<input type="button" value="View"/>	<input type="button" value="Choose File"/>	No file chosen	

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NOTE: The following two points are required in order to upload any one file is mandatory.

<input type="checkbox"/>	1: Affidavit from landlord on Rs 50 Non Judicial Stamp (In case of Tenant) *	View	Choose File	No file chosen
<input type="checkbox"/>	2: Indemnity Bond on Rs 500 Non Judicial Stamp (In case of Occupier OR If owner consent is not there) *	View	Choose File	No file chosen
Other Documents (Optional)	<input type="text" value="Document Name"/>	Upload Document	View	Choose File No file chosen
<input type="checkbox"/> I Agree for the Terms And Conditions				
Es b A 3 ↻ <input type="text"/>				
Submit Application Clear				

After Submitting the application you will get unique Application ID and this will be used for tracking the application status.

✓ Application Registration Status and A...

Dear **Mdk** Your Application has been Submitted Successfully. Your Application ID is **3202410000000**.

For Processing this application,

(i) It will be verified by concerned official.

(ii) Then you will be notified through SMS to registered contact number to make payment of Application Registration Fee (ARF)

Which is mandatory (To see ARF click on Download Challan).

Note : As per SOP if no extension of service line involved your connection will be preferably released within : **7 days if in Metro City , 15 days if in Municipal Area , 30 days if in Rural Area .**

Application Summary

Name : Mdk

Required Load : 0.0 (KW) : 25.0 (HP) : 0.0 (KVA)

After filling in all the required data, verify and submit the application. An Application ID will be generated. This Application ID is to be used for tracking your application on Bijlimitra, and users may also make payments online on Bijlimitra for new connection applications.

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Payment Process :

The following outlines the process for paying your Application Registration Fees (ARF) and Demand Notice.

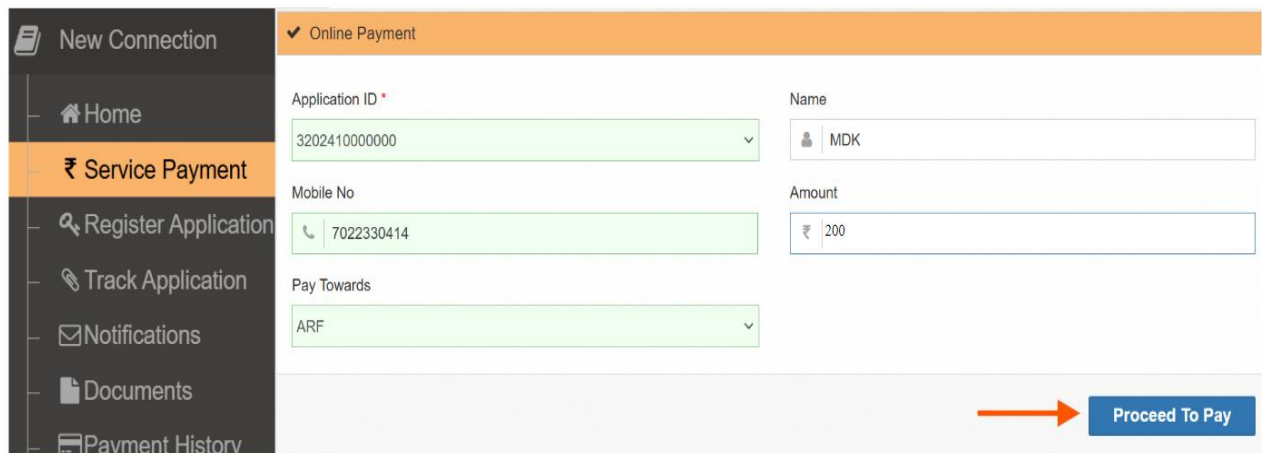
Online payments can be made in two ways.

1. Registered User
2. Guest user Payment through Quick pay (select NC Payment)

1. **Registered User** : Please follow the flow outlined below for registered users.


[Login to your account >> New connection >> Service Payment >>](#)

- Select your Application ID
- Select pay Towards option (ARF / Demand Notice)
- Click on proceed to Pay
- Click on “Click here to select payment mode”.
- Select your payment mode and click on “Make Payment for ₹ “



Billdesk Payment Gateway


[Click here to select payment mode](#)

 Credit / Debit Cards >

 Net Banking >

 **UPI**
UNIFIED PAYMENTS INTERFACE >

 Wallets >

 QR >

Make Payment for ₹

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2. Guest user Payment (Goto :-<https://www.bijlimitra.com/> and Click on Quick Pay)

- * Open bijlimitra application
- * Click on “Quick Pay
- * Click on “Pay your Demand Notice / Service Payment Online
- * Enter Application ID and Submit.

Consumer Login

Login Name:*

Your password:*

NSJ X

↻

LOGIN

Quick Pay

Track Application/Vigilance

Energy Tips

DBT Form

Complaints/Grievance (Register / Track)

Prashashan Gaon/Shahron Ke Sang Abhiyan

New Connection User Manual

Public awareness (Rights to Consumers)

Power Feasibility Certificate

Consumption Calculator

Bill Estimation

Demand Calculator

TOD Bill Estimation

Pay Your Electricity Bill Online	Click to Pay
Pay Your Electricity Bill in Advance/Prepaid Meter Recharge	Click to Pay
Pay Your Demand Notice / Service Payment Online	Click to Pay
Pay Your Additional Security Notice Amount	Click to Pay
Download Your Duplicate Electricity Bill Payment Receipt	Download Receipt
Download Your Duplicate Demand Notice/Security Deposit Receipt	Download Receipt
Pay Your Vigilance Payment	Click to Pay

Service / Demand Payment

Application ID *

Enter Application Id

SUBMIT

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After submit and select pay towards (Application fees/demand Pay)

Proceed for payment after entering the details

- Click on “Click here to select payment mode”.
- Select your payment mode and click on “Make Payment for ₹ “






Billdesk Payment Gateway
[Click here to select payment mode](#) ←

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-  Credit / Debit Cards >
-  Net Banking >
-  UPI >
-  Wallets >
-  QR >

Make Payment for ₹

How to Track Application Id

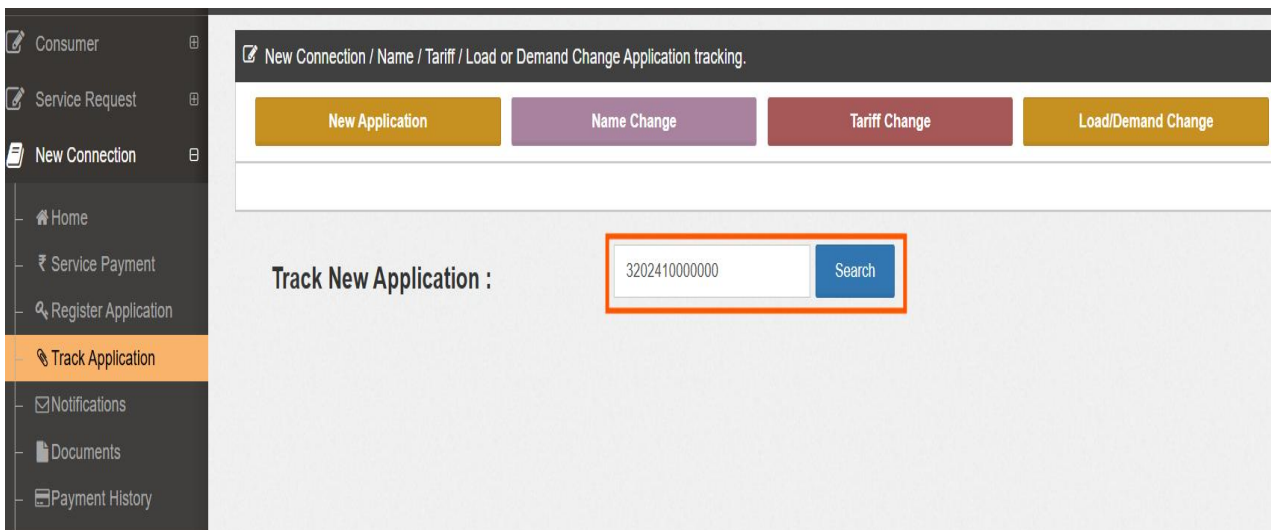
Online payments can be made in two ways.

- 1) Registered User
- 2) Guest user

UBS Manuals Under TN 99.

- 1) Register user to track application

Login on “([URL:-https://www.bijlimitra.com/customerLoginPage](https://www.bijlimitra.com/customerLoginPage))”



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Application Status for Application ID - (3202410000000)		
Application Phases	Application Status	Assigned To
Application Registration	Completed	
Update Application	In-Progress	CCD
Application Routing	Pending	
Site Verification	Pending	
Application Approval	Pending	
Deposit Approval	Pending	
Demand Details	Pending	
Demand Approval	Pending	
Deposit Acceptance	Pending	
SJO Approval	Pending	
SJO	Pending	
SJO Acceptance	Pending	
SCO (SCO & Meter Details)	Pending	
SCO (Master & Location Details)	Pending	
Tariff Approval	Pending	
SCO Approval	Pending	

[Back](#)

2) Guest user to track application

- Goto :- <https://www.bijlimitra.com/> and click on Track Application / Vigilance
- Click on Track Application.
- Click on New connection.
- Enter your Application ID and click on Submit.
- Now you can see your application status.

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www.bcits.co.in

Track Application

NEW CONNECTION

NAME CHANGE

TARIFF CHANGE

LOAD CHANGE

VIGILANCE

Track Application

Application Number / Old Application Number:*



3202410000000

SUBMIT

BACK

Application Tracking : 3202410000000									
Application ID / Old Application ID	Reg. Date	Name	Load(Kw)	Load(Hp)	Tariff Desc.	Nature Of Inst	Locality	Application Status	AssignedTo
3202410000000 / null	01-02-2025	MDK	0	25		SMALL INDUSTRIAL POWER	CMC And Urban Local Bodies	Update Applictaion	CCD

BACK