



# USER MANUAL



## ONLINE PAYMENT FACILITY AT LAND PORTS

Version 1.0

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## 1. About Land Ports Authority of India

The Land Ports Authority of India (LPAI) is a statutory body established under the Land Ports Authority of India Act, 2010. The provisions of the Act came into force w.e.f., 1st March 2012. Section 11 of the Act gives powers to LPAI to develop, sanitize and manage the facilities for cross-border movement of passengers and goods at designated points along the international borders of India.

LPAI endeavours to provide safe, secure and systematic facilities for movement of cargo as well passengers at its ICPs. Most of the services at the ICPs are free, except those meant for trade which are charged as per the prescribed rates of tariff. At present there is also no entry fee or usage fee for either passengers or trade. The ICP brings various services like Customs, Immigration under one roof and provide parking, warehousing, banking as well as rest room facilities, in a state-of-the-art set up, to the people

Following are the roles and responsibilities of LPAI under sub-section (2) of section 11 of the Act:

- I. To put in place systems, which address security imperatives at the integrated check posts on the border;
- II. To plan, construct and maintain roads, terminals and ancillary buildings other than national highways, State highways and railways, at an integrated check post;
- III. To plan, procure, install and maintain communication, security, goods handling and scanning equipment at an integrated check post;
- IV. To provide appropriate space and facilities for immigration, customs, security, taxation authorities, animal and plant quarantine, warehouses, cargo and baggage examination yards, parking zones, banks, post offices, communication facilities, tourist information centres, waiting halls, canteen, refreshment stalls, public conveniences, health services and such other services, as may be deemed necessary;
- V. To construct residential buildings for its employees as well as residential accommodation for staff deployed at integrated check posts;
- VI. To establish and maintain hotels, restaurants and restrooms;
- VII. To establish and maintain warehouses, container depots and cargo complexes for the storage or processing of goods;
- VIII. To arrange for postal, money exchange, insurance and telephone facilities for the use of passengers and other persons at integrated check posts;
- IX. To make appropriate arrangements for the security of integrated check posts and provide for regulation and control of movement of vehicles, entry and exit of passengers and goods in accordance with the respective law concerning them;
- X. To ensure prevention and control of fire and other hazards and other facilities as deemed necessary;
- XI. To regulate and control the movement of vehicles, and the entry and exit of passengers, transportation workers, handling agents, clearing and forwarding



- agents and goods at the integrated check post with due regard to the law, security and protocol of the Government of India;
- XII. To co-ordinate and facilitate the working of agencies who have been engaged to undertake various activities at the integrated check posts, in accordance with the respective law, for the time being in force;
- XIII. To develop and provide consultancy, construction or management services, and undertake operations in India and abroad in relation to an integrated check post;
- XIV. To form one or more companies under the Companies Act, 1956 or under any other law relating to companies for efficient discharge of the functions imposed on it by this Act;
- XV. To take all such steps as may be necessary or expedient for, or may be incidental to, the exercise of any power or the discharge of any function conferred or imposed on it by this Act: Provided that sovereign functions of the Authority shall not be assigned to any private entity;
- XVI. To set up joint ventures for the discharge of any of the functions assigned to the Authority; and
- XVII. To undertake any other activity at the integrated check post in the best commercial interests of the Authority. Sub-section (3) of section 11 provides that in the discharge of its functions the Authority may consult such Ministry or Department of the Government of India or of the State Government as it deems necessary, and shall have due regard to the development of land port services and to the efficiency, economy and safety of such service.

As of December 2022, LPAI has 9 operational Land Ports:

S.No.	Name of Land Port
1	Attari, Punjab
2	Agartala, Tripura
3	Petrapole, West Bengal
4	Raxaul, Bihar
5	Jogbani, Bihar
6	Srimantapur, Tripura
7	Sutarkandi, Assam
8	Dera Baba Nanak, Punjab
9	Moreh, Manipur



## 2. Purpose of the Online Payment Facility

The Land Ports Authority of India (Fees and other charges) regulations, 2015 states that LPAI may charge fees for handling and transportation of cargo, warehousing, weighment, entry and parking fees for cargo vehicles and such other services provided at the cargo terminal.

To facilitate the above mentioned, LPAI has established an online payment facility with State Bank of India (SBI). The payment facility will have an option to make payment for various services offered at the Land Ports This user manual intends on providing a step-by-step guide for making port related payments.

## 3. Intended Users

### a. Importers, Exporters, Drivers and CHAs

The current payment options in the online facility for Importers, Exporters and CHAs are intended for payment of the following:

1. Parking
2. Cargo Handling
3. Weighment
4. Cargo Warehousing
5. Cargo Insurance

### b. Concessionaires at Land Ports

For the concessionaires operating at land ports, the following payment options to be made to LPAI are available:

1. Rent
2. Concession (Duty Free Shop)
3. Concession (Foreign Exchange Counters)
4. Concession (Food and Beverage Outlets)

### c. Miscellaneous Payers/ Passengers

Furthermore, in case of any miscellaneous payment (other than those mention above) to be made to LPAI by the above-mentioned users as well as by passengers, the following payment option is available:

1. Others



## 4. Payment Procedure

The following steps outline the usage of the online payment facility:

### a. Step 1: Access the Link for LPAI online payment facility

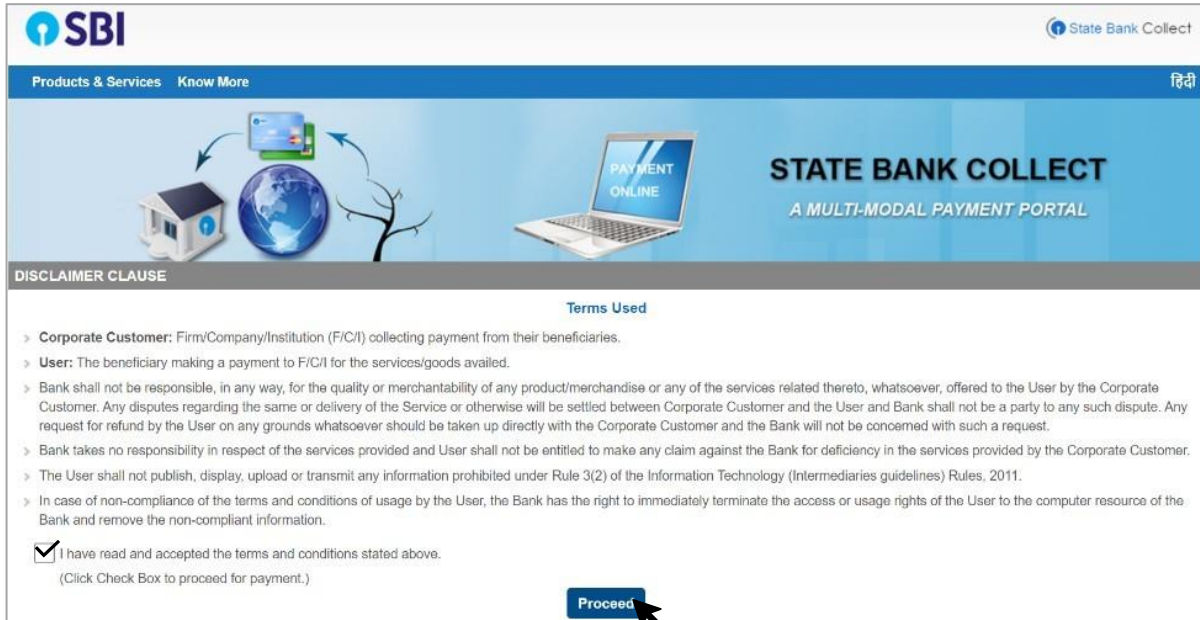
1. The online payment facility can be accessed by clicking on the following link:  
<https://www.onlinesbi.sbi/sbicollect/icollecthome.htm?corpID=5181205>  
The link is available on the official website of LPAI (<https://lpa.gov.in/>) under the “Make Payment” tab on the home screen.
2. The online payment facility can also be accessed through the SBI payment portal:  
<https://www.onlinesbi.sbi/>

**b. Step 1a: Access to Payment Page through the website:**

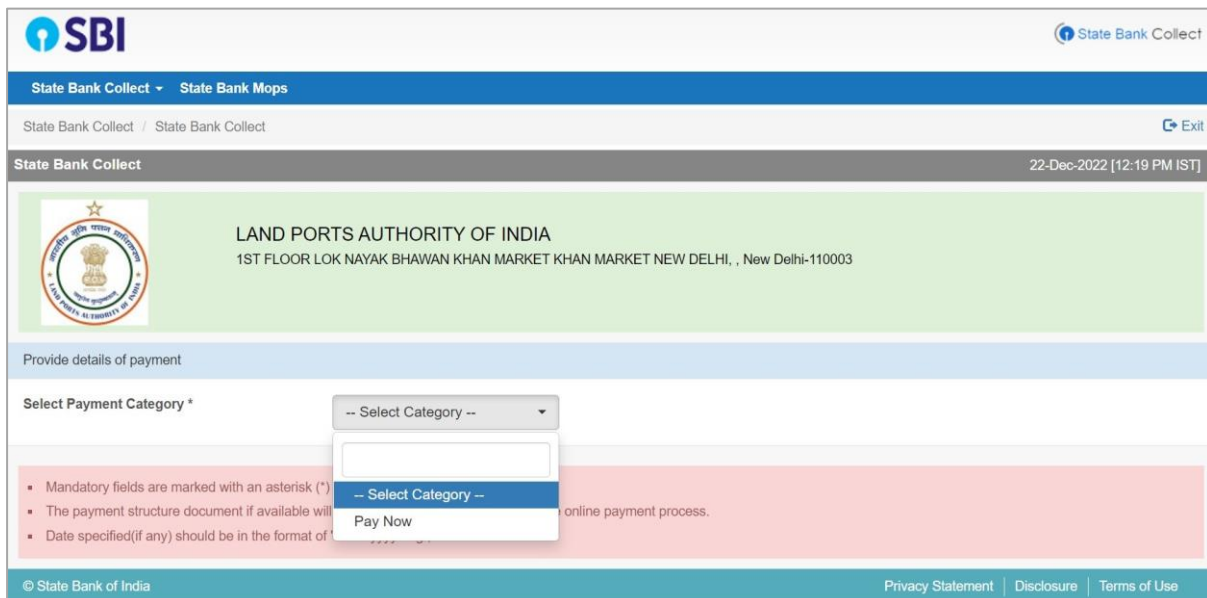
The online payment facility can be accessed by clicking on the following available under the “Make Payment” tab on the LPAI website:

<https://www.onlinesbi.sbi/sbicollect/icollecthome.htm?corpID=5181205>

After clicking on the link, the following page will be shown available:



The user is to accept the terms and conditions and click on “Proceed”. Post this, the following page will be displayed:



The user is to select the “Pay Now” category under “Select Payment Category”.

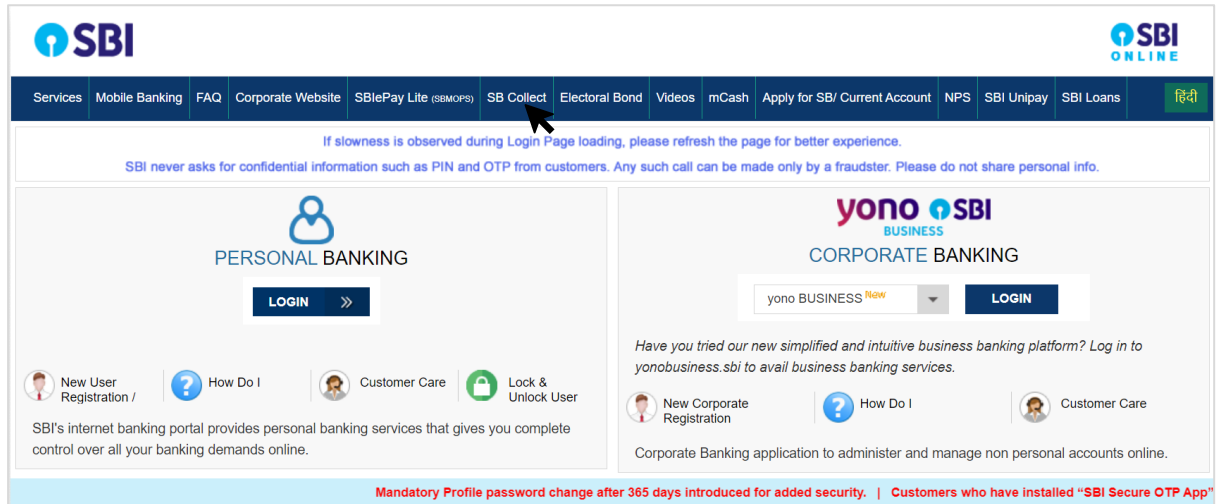


### c. Step 1b: Access to Payment Page through the SBI payment page:

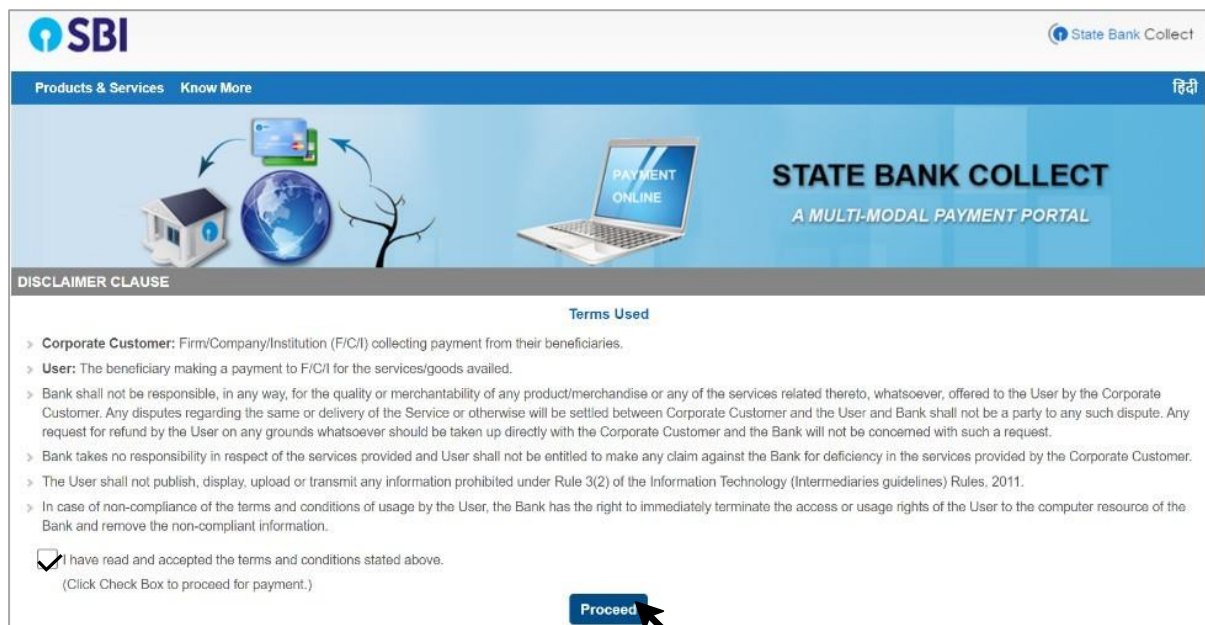
The online payment facility can also be accessed through the SBI payment portal:

<https://www.onlinesbi.sbi/>

After accessing the link, the following page will be displayed:



The user is to click on the “SB Collect” tab under the SBI home page. Once clicked, the following page will be displayed:







After accepting the terms and conditions stated and clicking on “Proceed”, the following page will be displayed:

State Bank Collect / State Bank Mops

State Bank Collect / State Bank Collect

State Bank Collect 28-Dec-2022 [01:44 PM IST]

Select State and Type of Corporate / Institution

State of Corporate / Institution \* ----- Select State -----

Type of Corporate / Institution \* ----- Select Type -----

Go

- Mandatory fields are marked with an asterisk (\*)
- State Bank Collect is a unique service for paying online to educational institutions, temples, charities and/or any other corporates/institutions who maintain their accounts with the Bank.

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The user is to select the “All India” option under the “State of Corporate/ Institution” tab:

State Bank Collect / State Bank Mops

State Bank Collect / State Bank Collect

State Bank Collect 28-Dec-2022 [01:44 PM IST]

Select State and Type of Corporate / Institution

State of Corporate / Institution \* All India

Type of Corporate / Institution \* ----- Select State -----

Go

- Mandatory fields are marked with an asterisk (\*)
- State Bank Collect is a unique service for paying

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## User Manual: Online Payment Facility at Land Ports

Post this, the user is to select “Govt Department” under “Type of Corporation/ Institution” tab and click on “Go”:

State Bank Collect / State Bank Mops

State Bank Collect / State Bank Collect

State Bank Collect 28-Dec-2022 [01:44 PM IST]

Select State and Type of Corporate / Institution

State of Corporate / Institution \* All India

Type of Corporate / Institution \* Govt Department

Go

Mandatory fields are marked with an asterisk (\*)

State Bank Collect is a unique service for paying online to educational institutions, temples, charities and/or any other corporates/institutions who maintain their accounts with the Bank.

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Post this, the following page will be displayed:

State Bank Collect / State Bank Mops

State Bank Collect / State Bank Collect

State Bank Collect 28-Dec-2022 [01:51 PM IST]

Select from Govt Department

Govt Department Name \* -- Select Govt Department --

ICAR-NRC ON MEAT

INDIAN INSTITUTE OF TOXICOLOGY RESEARCH

INDIAN STATISTICAL INSTITUTE

LALIT KALA AKADEMI SECRETARY

LAND PORTS AUTHORITY OF INDIA

MUNITIONS INDIA LIMITED

NATIONAL GEOPHYSICAL RESEARCH INSTITUTE

NATIONAL HEALTH AUTHORITY

NATIONAL INSTITUTE OF PLANT GENOME RESEARCH

NATIONAL RESEARCH CENTRE ON EQUINES

NORTH EASTERN HANDICRAFTS AND HANDLOOM DEVELOPMENT CORPN LTD

Mandatory fields are marked with an asterisk (\*)

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## User Manual: Online Payment Facility at Land Ports

The user is to select “LAND PORTS AUTHORITY OF INDIA” under the “Govt. Department Name” tab. This will open the following page:

The screenshot shows the State Bank Collect online payment page for the Land Ports Authority of India. The header includes the SBI logo and 'State Bank Collect' text. Below the header, there is a navigation bar with 'State Bank Collect' and 'State Bank Mops' tabs. The main content area displays the Land Ports Authority of India logo and name, along with its address: '1ST FLOOR LOK NAYAK BHAWAN KHAN MARKET KHAN MARKET NEW DELHI, , New Delhi-110003'. A section titled 'Provide details of payment' contains a 'Select Payment Category \*' dropdown menu. The dropdown menu is open, showing options: '-- Select Category --', '-- Select Category --', and 'Pay Now'. A red banner at the bottom of the dropdown menu contains the following text: 'Mandatory fields are marked with an asterisk (\*)', 'The payment structure document if available will be attached to the online payment process.', and 'Date specified(if any) should be in the format of DD/MM/YYYY'. The footer of the page includes '© State Bank of India', 'Privacy Statement', 'Disclosure', and 'Terms of Use'.

The user is to select the “Pay Now” category under “Select Payment Category”.



#### d. Step 2: Filing of Necessary Details

State Bank Collect - State Bank Mops

State Bank Collect / State Bank Collect

State Bank Collect 22-Dec-2022 [12:22 PM IST]

LAND PORTS AUTHORITY OF INDIA  
1ST FLOOR LOK NAYAK BHAWAN KHAN MARKET KHAN MARKET NEW DELHI, , New Delhi-110003

Provide details of payment

Select Payment Category \*

Payers Category \*

Name \*

Mobile Number \*

E-mail Id

The user is to select the type of “Payer Category” followed by his Name and Mobile Number (mandatory) and E-mail ID.

On scrolling down, the following page is displayed:

Name of ICP \*

Type of Charges \*

Amount \*

Remarks

Please enter your Name, Date of Birth (For Persons) & Mobile Number. This is required to reprint your e-receipt / remittance.

Name \*

Date Of Birth / Incorporation \*

Mobile Number \*

Email Id

The user is to select the ICP at which the payment is to be made under “Name of ICP”.



Post this, the user is to select the type of charge to be paid for:

The screenshot shows a web form for online payment. The 'Name of ICP' field is set to 'Attari'. The 'Type of Charges' dropdown menu is open, displaying a list of options: Parking, Warehouse, Handling, Insurance, Rent, Concession Duty Free Shop, Food and Beverage Outlet, and Concession Forex. The 'Amount' field is empty. The 'Remarks' field is also empty. A footer note states: 'Please enter your Name, Date of Birth (For Personal Banking) / Incorporation (For Corporate Banking) & Mobile Number. This is required to reprint your e-receipt / remittance(PAP) form, if the need arises.'

Once the type of charge is selected, the amount is to be filled under “Amount” tab:

The screenshot shows the same web form, but now 'Parking' is selected in the 'Type of Charges' dropdown. The 'Amount' field contains the number '1', which is circled in red. The 'Remarks' field remains empty. The footer note is the same as in the previous screenshot.

After this step, the user is to fill the following details as displayed on the page:

The screenshot shows a web form for online payment. The 'Name' field is filled with 'XYZ'. The 'Date Of Birth / Incorporation' field is filled with '2/12/2022'. The 'Mobile Number' field is filled with '8860984772'. The 'Email Id' field is empty. The 'Enter the text as shown in the image' field is filled with '337fh'. Below this field, there is a 'Select one of the Captcha options' section with two radio buttons: 'Image Captcha' (selected) and 'Audio Captcha'. Below the radio buttons is a captcha image showing the text '337fh' with a refresh button. At the bottom of the form, there are three buttons: 'Submit', 'Reset', and 'Back'. An arrow points to the 'Submit' button.

After the necessary filing of details, the user may click the “Submit” button



### e. Step 3: Confirming the Payment

Once the “Submit” button is clicked, the following page will be displayed:



LAND PORTS AUTHORITY OF INDIA  
1ST FLOOR LOK NAYAK BHAWAN KHAN MARKET KHAN MARKET NEW DELHI, , New Delhi-110003

Verify details and confirm this transaction

Category	Pay Now
Payers Category	Individual
Name	SXY
Mobile Number	8860984772
Name of ICP	Srimantapur
Type of Charges	Parking
Amount	1
Total Amount	INR 1.00
Remarks	

Please ensure that you are making the payment to the correct payee.

Confirm

Cancel

The confirmation page will be shown for payment before proceeding. The user may re-check the payment details filled. Once checked, the user may click on the “Confirm” button on the web page.



#### f. Step 4: Selecting Desired Payment Method

The webpage will then be redirected to the payment page with the following payment options:

STATE BANK COLLECT MULTI OPTION PAYMENT SYSTEM

Net Banking

State Bank of India

Bank Charges: Rs 11.8

CLICK HERE

Other Banks Internet Banking

Bank Charges: Rs 17.7

CLICK HERE

Card Payments

Rupay Debit Card

Bank Charges: Rs 0.0

CLICK HERE

Credit Cards

Bank Charges: Rs 12.98

CLICK HERE

Prepaid Card  
(Incl Rupay PPC)

Bank Charges: Rs 12.98

CLICK HERE

Foreign Card

Bank Charges: --

NOT ENABLED

Other Payments Modes

UPI

Bank Charges: Rs 0.0

CLICK HERE

NEFT/RTGS

Bank Charges: Rs 15.0

CLICK HERE

SBI Branch

Bank Charges: Rs 59.0

CLICK HERE

The user is to select the desired payment method from the afore mentioned options. The charges as per each payment method are displayed above.

Once the payment is made, the following payment receipt will be generated:

State Bank Collect / State Bank Collect

Exit

State Bank Collect

22-Dec-2022 [12:47 PM IST]

Payment done successfully on 22-Dec-2022 12:47 PM IST

Payment Details :

SBCollect Reference Number

DUK3276572

Category

Pay Now

Payers Category

Individual

Name

SXY

Mobile Number

8860984772

Name of ICP

Srimantapur

Type of Charges

Parking

Amount

1

Transaction Charge

INR 0.00

Total Amount

INR 1.00

Remarks

Click here to view/download the e-Receipt

[Return to State Bank Collect Home Page](#)

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## g. Step 5: Downloading the Payment Receipt

State Bank Collect / State Bank Collect Exit


State Bank Collect 22-Dec-2022 [12:47 PM IST]

Payment done successfully on 22-Dec-2022 12:47 PM IST

Payment Details :


SBCollect Reference Number	DUK3276572
Category	Pay Now
Payers Category	Individual
Name	SXY
Mobile Number	8860984772
Name of ICP	Srimantapur
Type of Charges	Parking
Amount	1
Transaction Charge	INR 0.00
Total Amount	INR 1.00

Remarks

 [Click here to view/download the e-Receipt](#)

[Return to State Bank Collect Home Page](#)

The user may click on the “Click here to view/ download the e-Receipt” button to download the copy of the receipt.

 LAND PORTS AUTHORITY OF INDIA  
1ST FLOOR LOK NAYAK BHAWAN KHAN MARKET KHAN MARKET NEW DELHI, , New Delhi-110003  
Date: 22-Dec-2022

e-Receipt for State Bank Collect Payment

SBCollect Reference Number	DUK3276572
Category	Pay Now
Payers Category	Individual
Name	SXY
Mobile Number	8860984772
Name of ICP	Srimantapur
Type of Charges	Parking
Amount	1
Transaction charge	0.00
Total Amount (In Figures)	1.00
Total Amount (In Words)	Rupees One Only

Remarks

Notification 1

Notification 2

[Print](#) [Close](#)

The user may click on the “Print” button to generate the receipt.





## 5. Conclusion

This document provides a detailed description of all major features and functionalities available at Online Payment Facility.

For further information regarding queries related to payment facility, kindly contact the following:

Yashwant Kumar Jain, Under Secretary, Finance, LPAI

Email ID: [yashwant.kjain@lpi.gov.in](mailto:yashwant.kjain@lpi.gov.in)

