



आयुक्त सीमाशुल्क (आयात-I) का कार्यालय  
OFFICE OF THE COMMISSIONER OF CUSTOMS(IMPORT - I)  
समूह - V, नवीन सीमाशुल्क भवन, बेलार्ड इस्टेट, मुंबई - ४०० ००९  
Group - V, New Customs House, Ballard Estate, Mumbai- 400  
001

Email-Group5-nch@gov.in

F.No:CUS/APR/MISC/4453/2021-GR-5

Date:04.02.2026

PUBLIC NOTICE NO. 36 /2026

**Subject: Invitation of applications for empanelment of Chartered Engineers (CE) for examination/valuation of second-hand imported machinery, equipment, capital goods etc. in the jurisdiction of the Commissioner of Customs (Import-I), New Custom House, Mumbai Zone-I – reg.**

Attention of all Chartered Engineers / importers / Customs Brokers / Members of Trade bodies and general public is invited to the Central Board of Indirect Taxes and Customs Circular No. 07/2020 dated 05.02.2020 regarding valuation of second-hand machinery. It is brought to the notice of all concerned that this office has proposed to form a fresh panel of Chartered Engineers (CE) for valuation of second-hand / old and used imported machinery, equipment, capital goods etc.

2. Accordingly, applications are invited in the prescribed proforma from Chartered Engineers (CE) (Individual / Proprietor / Partnership / Company), duly affiliated to / recognized by the "The Institution of Engineers (India)", Kolkata, to empanel Chartered Engineers (CE) for the valuation of imported machinery, equipment, other capital goods, computers, photocopiers/MFDs, office equipment, tools, etc. and their parts/accessories.

3. The work requires technical knowledge, a high degree of professional expertise, integrity and fairness. Matters may be referred to them seeking expert opinion on the valuation of goods. The Chartered Engineers (CE) are required to prepare their report in the case of second-hand/old & used machinery, equipment, other capital goods, computers, photocopiers/MFDs, office equipment, tools, etc., and their parts/accessories in accordance with CBIC Circular No. 07/2020 dated 05th February, 2020, after due verification of the goods.

4. The applicants shall submit application in the prescribed proforma along with an undertaking and supporting documents, copies of the relevant certificates issued by "The Institution of Engineers (India)", "Institution of Valuers", Income Tax Department, Valuation of Bank property, GST Registration Certificate (if applicable) and all certificates of experience (as per enclosure). Incomplete applications or unsigned applications or those not supported by required certificates/documents

will not be considered and will be summarily rejected.

5. The applicants having specialization in the particular branch/field of engineering based on the work experience and having proximity of their office/residence to Mumbai & surroundings will be preferred. Further, if any firm wishes to have more than one individual represent them, each such individual's details and certificates have to be produced as mentioned in para 4 above.
6. The Department reserves the right to call for additional documents/information from the applicants. The applicants shall submit all requisite documents before 03.03.2026. After applications are shortlisted, it shall be verified that they have not come to adverse notice of SIIB (Import)/SIIB (Export)/CIU, DRI etc. before they are approved for empanelment.
7. After scrutiny and evaluation, applications will be referred to the "The Institution of Engineers (India)" which will verify their eligibility to evaluate second-hand/old and used machinery, capital goods, equipment etc. On receipt of a recommendation from "The Institution of Engineers (India)" the empanelment for valuation as per the terms and conditions of this Custom House will be finalised.
8. The empanelment will be done through a process of formal interview by a panel of the Commissioner of Customs (Import - I) and two officers of the rank of Additional Commissioner of Customs / Joint Commissioner of Customs. Interviews for the Proprietor and individuals in case of partnership firm/company will be conducted. All the applications will be scrutinized and evaluated by a committee formed for the purpose. The dates of interview and names of applicants shortlisted for interview will be published on the website [www.mumbaicustomszone1.gov.in](http://www.mumbaicustomszone1.gov.in).
9. The applicant, in case of a Firm/Company shall sponsor such employees / Partners / Directors who have the requisite qualification and experience for interview. Only such persons who are employees/Partners/Directors who have appeared and qualified in the interview will be allowed to carry out the inspection/valuation of the imported goods. At the time of empanelment, the Public Notice will be issued to notify the Firms/Directors with the names of such employees/Partners/Directors who can carry out the inspection/valuation.
10. On empanelment as Chartered Engineers (CE), this office will issue a Public Notice proclaiming the names and addresses of Chartered Engineers who can be contacted by the Importers / Customs Brokers for valuation in terms of CBIC Circular No. 07/2020 dated 05.02.2020.
11. The empanelled Chartered Engineers (CE) have to submit their half-yearly self-appraisal reports (for April to September and October to March) in the prescribed format, to assess their performance by the end of October and April, respectively. Based on the appraisal, this office shall

decide whether they are fit to continue in the Panel or otherwise.

12. Chartered Engineers (CE) who are already empanelled in this office are required to apply afresh as specified above. However, the validity of their empanelment will continue until they are freshly empanelled or otherwise in response to this Public Notice.
13. The Importers/Trade/Customs Brokers shall only use the services of any of the empanelled Chartered Engineers (CE) who have the requisite specialization in that field/faculty for assisting Customs Officers for the valuation of imported machinery/goods. The Fees/Service charges as claimed by the Chartered Engineers shall be borne by the importers/Trade/Customs Brokers as applicable. The Department shall not be responsible for non-payment/short payment of fees for services availed in this regard by the Importers/Trade/Customs Brokers.
14. Submission of any wrong information would result in cancellation of candidature/empanelment and also attract penal provisions under the Customs Act, 1962. If any Chartered Engineer (CE) is debarred for any reason, they shall be eligible for reinstatement only after the completion of two years from the date of debarment. If at any time during the empanelment the performance of any Chartered Engineer is not found satisfactory, the said Chartered Engineer can be removed at any point of time without prior notice.
15. The submission of an application does not bestow any right for selection. The Department reserves the right to accept or reject any of the applications received, for which no claim from the applicant shall be entertained.
16. Before examination/valuation of goods, AC/DC (Docks) shall be at liberty to allow only such Chartered Engineers (CE) who have domain knowledge/specialization/sector expertise/previous experience for the examination/valuation of such goods.
17. All the Trade Associations/Chambers of Commerce/Members of Regional Advisory Committees and Customs Brokers' Associations are requested to publicise the contents of this Notice amongst their members/constituents.
18. The Public Notice and Proforma may be downloaded from the website [www.mumbaicustomszone1.gov.in](http://www.mumbaicustomszone1.gov.in). The duly filled and signed application along with required documents shall be submitted in a Sealed Cover by Registered Post/Speed Post/e-mail ([group5-nch@gov.in](mailto:group5-nch@gov.in)) to the Deputy Commissioner of Customs, Appraising Group - V, Import - I Commissionerate, Mumbai Customs Zone - I, 1st floor, New Customs House, Ballard Estate, Mumbai - 400001 for further scrutiny and evaluation. The last date of submission of application is 03.03.2026 up to 1800 Hrs.



19. Difficulties faced, if any, in the implementation of this Public Notice may be brought to the notice of the undersigned.

**Encl:**

1. Proforma for Application
2. Undertaking



4.2.26

**(Pradyumn Kumar Tripathi)**  
Commissioner of Customs (Import - I)  
New Customs House, Mumbai

**Copy to:**

1. The Pr. Chief Commissioner of Customs, Mumbai Zone - I
2. The Addl./Jt. Commissioners of Customs, Import-I, NCH, Mumbai
3. EDI Section, for uploading on Mumbai Customs Zone-I website
4. Office records

### Proforma for application

1. Name of the Applicant :

2. Father's Name :

3. Date of Birth :

4. Present Address :

5. PAN Number :

6. GSTIN (if applicable) :

7. E-mail ID :

8. Telephone No. (s) :

9. Qualification :

	Name of the Educational Institution	Year of passing	Percentage of Marks obtained
10th Std			
12th Std			
UG			
PG			
Any other specialized Tech. Qualification			

10. Experience as Chartered Engineer.

Sl. No.	Details

11. Details of specialization in valuation of Import goods for Customs purpose.

Sl. No.	Details

12. Any other relevant information/data:

13. Is applicant applying in the capacity of individual or on behalf of the company:  
Individual / Company:

14. Name of the Company:

15. Type of the Company:

16. Registered address and address of the head office:

(a) Registered Office address:

(b) Head Office address:

17. Name of the proprietor/Partner/Director with their names, address and qualification:

18. Whether the company engaged in valuation survey of Engineering and other goods:

19. Does the company have foreign Collaboration/Branch/abroad if so, complete details thereof:

20. Whether valuation relating to imported goods was ever done by Company for Customs if so the details thereof:

21. Quality Policy of the Company if any:

22. Standard Operation Procedure/Manuals of the Co. relating to valuation/Estimation work to be enclosed if any:

**DECLARATION**  
*(by the individual applicant)*

I/we is hereby declared that we are involved/not involved/penalized in any Custom cases or convicted/not convicted in any other offence.

Date:

(Signature of the Applicant)

Place:

Name:

**DECLARATION**

*(by the company where the individual is employed)*

It is hereby declared that Shri/Smt./Ms. \_\_\_\_\_ is an employee of the company since \_\_\_\_\_ and his/her conduct is good and the Company is aware of his/her applying to the empanelment with the Customs Department as Chartered Engineers for valuation of Second Hand Import goods. The detail furnished by the Applicant (our employee) is true and correct as per the records of the company.

Date:

Managing Director/Director

Place:

Name:

### **SELF APPRAISAL REPORT**

1. Name of the Empanelled Chartered Engineer/Firm

with Telephone No. and Email ID:

2. Appraisal Report for the half year ending \_\_\_\_\_

<b>Sr. No.</b>	<b>Total No of Shipping Bills/Bills of Entry/Section 48 goods/other documents attended during the half year</b>	<b>General Description of the goods</b>	<b>Declared Value of the goods in Rs.</b>	<b>Value assessed by the Chartered Engr. in Rs.</b>

3. Details of the Appraisal Report.

<b>Sr. No.</b>	<b>Shipping Bill/Bill of Entry No. &amp; Date</b>	<b>BL No.</b>	<b>Name of the Importer/Exporter</b>	<b>Name of the CHA with PAN No.</b>	<b>Place of Clearance (ICD/ACC/Airport)</b>	<b>Description of the goods</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>



<b>Declared value of the goods in Rs.</b>	<b>Assessed value of the goods by the Chartered Engr. in Rs.</b>	<b>Difference in Declared/Assessed value in Rs.</b>	<b>Remarks (Any discrepancy in declaration of goods/value noticed etc.)</b>
8	9	10	11

Certified that the above consignment is attended by me/us and details furnished are true and correct to the best of my/our knowledge.

Place:

**Name & Signature of Engineer/Firm**

**As per para 4 of the Public Notice, the applicants are required to submit (A) Prescribed Proforma and (B) Prescribed Undertaking along with supporting documents such as:**

**(1) Educational Qualification Certificates:**

- a. Certificate of Chartered Engineer (issued by Institute of Engineers);
- b. Certificate of Valuation Examination (issued by Insolvency & Bankruptcy Board of India);
- c. Certificate of Membership (Institute of Govt. approved valuers);
- d. Certificate of Valuers (Institute of Valuers);
- e. Certificate of Insurance Surveyors & Loss Assessors;
- f. PG Master of Valuation.

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**(2) Other specialized Technical Qualification.**

**(3) Copy of Aadhar, PAN card, GST.**

**(4) Experience as CE.**

**(5) Self appraisal report.**

*(Format of undertaking to be submitted by the Chartered Engineers for empanelment)*

**UNDERTAKING**

To,  
The Commissioner of Customs,  
Import-I, New Customs House,  
Mumbai-400001.

Ref. No.: Public Notice No. \_\_\_\_ / 2026 dated \_\_\_\_ / \_\_\_\_ / 2026

Sub.: Empanelment for Chartered Engineers

Dear Sir,

I/We,

- i) \_\_\_\_\_ S/o, D/o, W/o \_\_\_\_\_
- ii) \_\_\_\_\_ S/o, D/o, W/o \_\_\_\_\_
- iii) \_\_\_\_\_ S/o, D/o, W/o \_\_\_\_\_

do hereby solemnly affirm/confirm/undertake/declare and state that:

1. I/We am/are citizen(s) of India.
2. I/We have not been removed/dismissed from service/employment earlier.
3. I/We have not been convicted of any offence and sentenced to a term of imprisonment.
4. I/We am/are not insolvent.
5. I/We have not been convicted of an offence connected with any proceeding under the Customs Act 1962 and Customs Valuation Rules, 2007 or any other allied acts.
6. Our PAN card number / GSTIN is mentioned in relevant filed.
7. I/We undertake to keep you informed of any events or happenings which would make me/us ineligible for empanelment as Chartered Engineer.
8. I/We have not concealed or suppressed any material information, facts and records and I/We have made a complete and full disclosure.
9. I/We shall act with independence, integrity and objectivity while carrying work assigned w.r.t import and export of goods and I/We shall carry out all such works with independent mind and shall not come under any influence of anybody.

10. I/We am/are not related to any of the personnel in the department, importer or any other stakeholder dealing with valuation work directly or indirectly.

12. I/We agree to comply with the terms and conditions as mentioned in Public Notice: \_\_\_\_ / 2026.

For & on behalf of \_\_\_\_\_ (Firm)

(Signature)

Name

Designation

(Signature)

Name

Designation

(Signature)

Name

Designation

[All partners to subscribe their signatures]

Name of the applicant:

Organization:

Address:

Date: \_\_\_\_ / \_\_\_\_ / 2026

Place: \_\_\_\_\_