



RHQ/Co-ordination/Gen

19.12.2025

To,

All Retail Outlet Dealers

Subject: Online Portal for Legal Metrology Stamping Fees Reimbursement

We are pleased to inform you that we have developed a dedicated online portal to streamline the process of claiming reimbursement for Legal Metrology Stamping fees of Dispensing Units of your retail outlets.

This new online system has been designed to ensure faster processing and timely payments. All reimbursement requests submitted through the portal will be processed within 7 (seven) days from the date of submission, and payments will be credited to your registered account accordingly. Please ensure that the supporting documents uploaded are as per mentioned in the user manual. In case of discrepancy the system will reject the claim leading to further delay in processing.

A comprehensive user manual has already been shared with all dealers to help you to use the portal with ease. For your ready reference, the same user manual has also been uploaded on the portal itself, which you can access at any time while submitting your reimbursement requests.

We request all to utilize this online portal for submitting their Legal Metrology Stamping fees reimbursement claims going forward. This initiative is part of our ongoing efforts to digitize processes and provide you with more efficient service.

This process of claiming your reimbursement will be effective from 15.01.2026

Should you face any difficulties or require clarification regarding the portal usage, please feel free to contact your Territory Office.

Thanking you,

Yours faithfully,

For **Bharat Petroleum Corporation Ltd.,**

Amit Kumar
Head Engineering & Technology Retail, HQ