Invoicing in GST

ICMAI Advanced GST Course 27-09-2020 Rohit Kumar Singh – Founder ACA, ACMA, FCS, LLB, DISA (ICAI)



Agenda Points

Introduction

Provisions relating to Invoice

Electronic Invoice

Discussion on various issues in Invoice

Queries and discussion



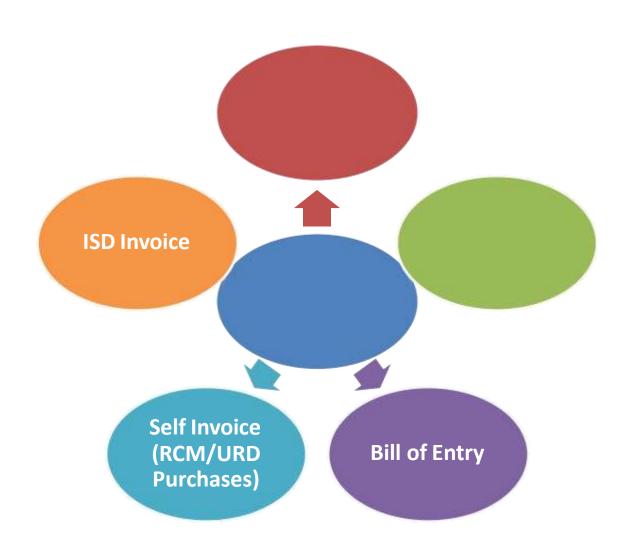
Invoice/Debit/Credit Notes in GST



Documents Under GST regime -

Tax Invoice	Bill of Supply	Receipt Voucher	Refund Voucher	Revised Invoice
 Supply of taxable Goods Supply of taxable Service 	 For Supply of exempted goods / services Composition supplier 	• For receipt of ADVANCE	• If advance refunded without supply of services/ goods	 Newly registered person (>20L) For transaction between date of liable to reg. to grant of reg.
Self Invoice – RCM	Payment Voucher -RCM	Debit Note	Credit Note	Delivery Challans
 URP Purchase Exemption: not exceeding 5,000 Consolidated invoice-Monthly 	For Payment to URP Vendor	 Upward revision of rate No time limit	 Downward revision of rate Goods return / deficiency of service Time limit 	 Document for supply Other than Supply (repair, JW)

Input Tax Credit – Documents for availing credit



- ITC to be available only if all the particulars prescribed are contained in the invoice and the details are furnished in Form GSTR-1/3B by supplier
- No ITC if tax paid in pursuance of any order where demand has been raised on account of fraud, willful misstatement or suppression of facts

Tax Invoice - Sec 31



Original for Recipient INVOICE X33

Date February 21, 2018 Due Date March 03, 2018 P.O. Number 02 P.O. Date January 24, 2018

Sorina TEST 123

- Long Baharam, 34-38, B Building Madurai, Tamil Nadu (TN - 33), India
- 23 998756334
- @ sorina@sleekbill.in
 @ sleekbill.in
- sieekbiii.in
- i GSTIN: 123456711111111

Bill to:

- Ab Company

 Hope Street no. 26, Building B

 Mumbai, Maharashtra (MH 27),
 India
- **25** 9873421098
- Maron Smith
- Place of Supply: MH (27) GSTIN: 09AAMFC0376K1Z4

Waybill No: 234 LR No: B256 Delivery Note: 05 Vehicle No: B 230 BLR Shipping method: truck

NO	PRODUCT / SERVICE NAME	HSN/SAC	PREPARA	UNIT PRICE	IGST	CESS	AMOUNT
7	solvent white cleaner industrial subsctance ISD 00456	345	23.00	200.00 -Discount 5%	524.40 12.00%	218.50 5%	4,894.40
2	detergent only carpets 100% KER23	1296	3.00	2,000.00	1,080.00 18.00%	0.00	7,080.00
3	poly cloth 2 layer, dust, anti static, blue	3455	100.00	150.00 -Discount 10%	1,620.00 12,00%	0.00	15,120.00
	Shipping & Packaging			100.00	12.00 @12.00%		112.00
	arresta de la constante de la	@12% @18%		17870.00 6000.00	2144.40 1080.00		20014.40 7080.00
	TOTAL			23970.00	3224.40	218.50	27094.40

Total: ▼ Twenty Seven Thousand Four Hundred Twenty Five Only

Pay Now with PayPal AUTHORIZED SIGNATORY

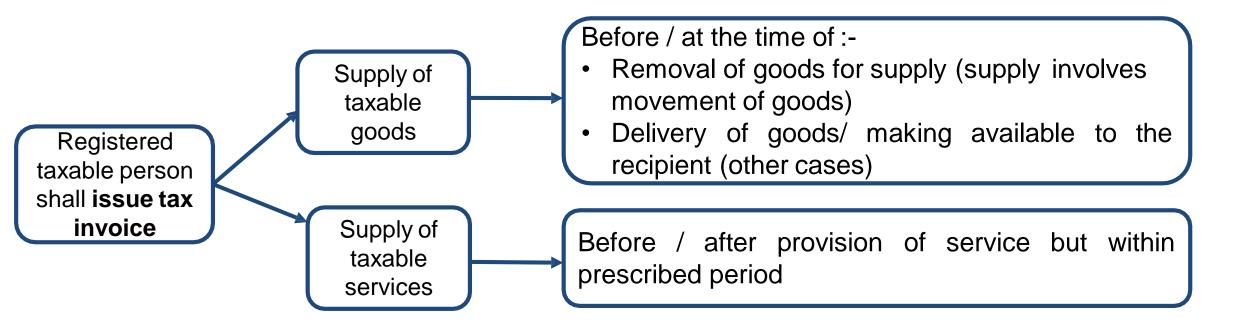
Mary

TOTAL BEFORE TAX
DISCOUNT
TOTAL TAX AMOUNT
ROUNDED OFF
TOTAL AMOUNT
AMOUNT DUE

25,700.00
(-) 1,730.00
3,454.90
0.10
0.727,425

NOTE: Please note that all products are fragile and need to be transported with caution. If invoice has not been paid in 5 days after due date, a tax of 10% of total value is applied to each day of delay.

Tax Invoice - Sec 31



- a) Revised invoices may be issued against the invoice already issued during the period starting from the effective date of registration till the date of issuance of certificate of registration within one month from date of issuance of certificate of registration.
- b) No invoice required if value of goods or services or both < Rs. 200
- c) Composition dealers and Person supplying exempted goods or services to issue a bill of supply instead of tax invoice

Tax Invoice – Sec 31

- d) For receipts of advances on supply of goods / services: Receipt voucher/ other prescribed document
- e) In case of RCM or if goods / services are received from an unregistered person, the registered taxable person shall issue an **invoice**
- f) Refund of advance received in case of no supply of goods / services: **Refund voucher against** such advance
- g) In case of RCM or if goods / services are received from an unregistered person: Registered person to issue payment voucher at the time of making payment
- h) In case of continuous supply of goods where successive statements of accounts/ payments are involved, invoice shall be issued before or at the time of each such statements/ payment.
- i) In case of <u>continuous supply of services</u>
 - Due date ascertainable invoice to be issued before / after payment is liable to be made by recipient but within prescribed period (whether or not payment received)
 - Due date not ascertainable invoice to be issued before / after each such time supplier receives payment but within prescribed period
 - ➤ Payment linked to completion of an event invoice to be issued before / after time of completion of that event but within prescribed period

Exception to the rule that every supply must be supported by a tax invoice

- A registered person (Other than an exhibitor of cinematograph films in multiplex screens) is not required to issue a separate tax invoice in respect of supply of goods/ services where the value of supply is lower than Rs 200/-, subject to foll. conditions:
 - the recipient is not a registered person; and
 - the recipient does not require such invoice; and
 - ✓ the supplier issues a consolidated tax invoice for such supplies at the close of each day in respect of all such supplies
 - Note A registered person supplying services by way of admission to exhibition of cinematograph films in multiplex screens is required to issue an **electronic ticket** in all cases which shall be deemed to be a tax invoice for all purposes of the Act-Rule **54(4A)**

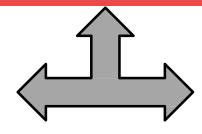
Revised invoice in GST

Rule No.	Coverage	
Rule 53	- A revised invoice can be issued when the registration is granted from a date earlier	
	than the effective date of registration	
	- A consolidates invoice can be issued when recipient is unregistered	
	- In case of value of supply is less than Rs. 2,50,000, a revised invoice can be	
	issued in respect of all recipients in a state.	
	- Any invoice or debit note issued in pursuance of any tax paid under section	
	74,129, 130 shall prominently contain the words "INPUT TAX CREDIT NOT	
	ADMISSIBLE"	

Revised Invoice

Revised tax invoice to be issued in respect of taxable supplies effected during this period

Effective date of registration (the date on which person becomes liable for registration)



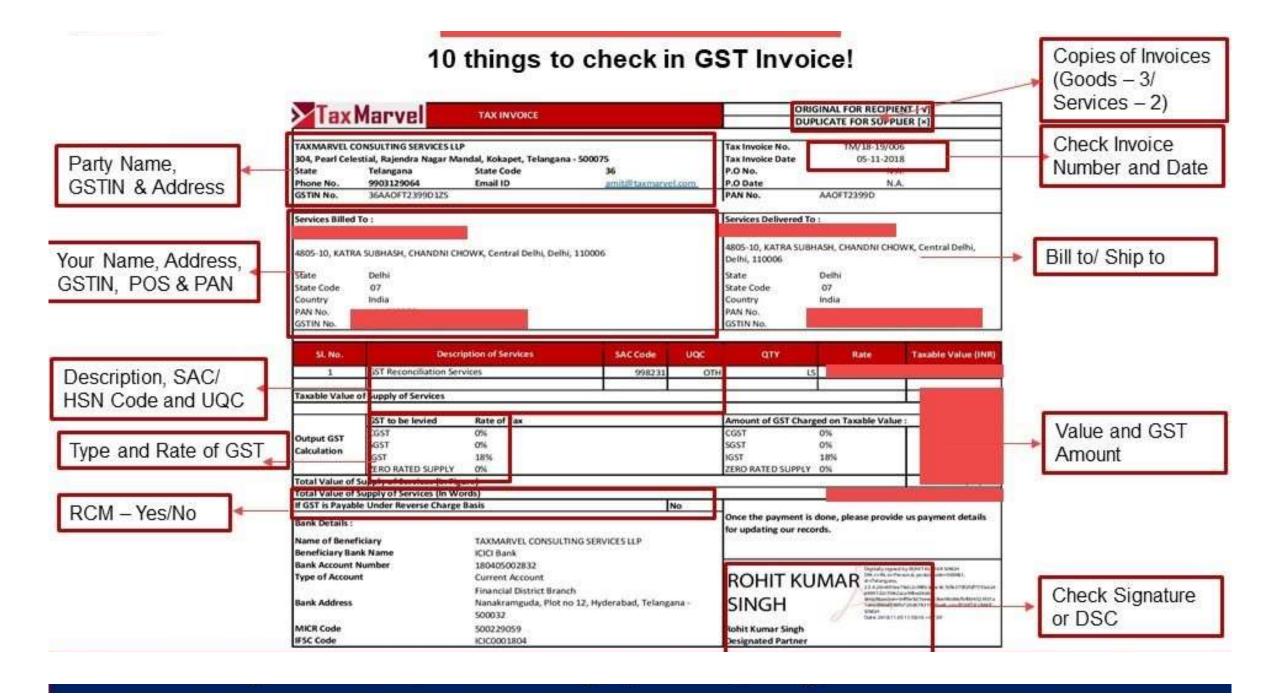
Date of issuance of certificate of registration

Consolidated revised tax invoice

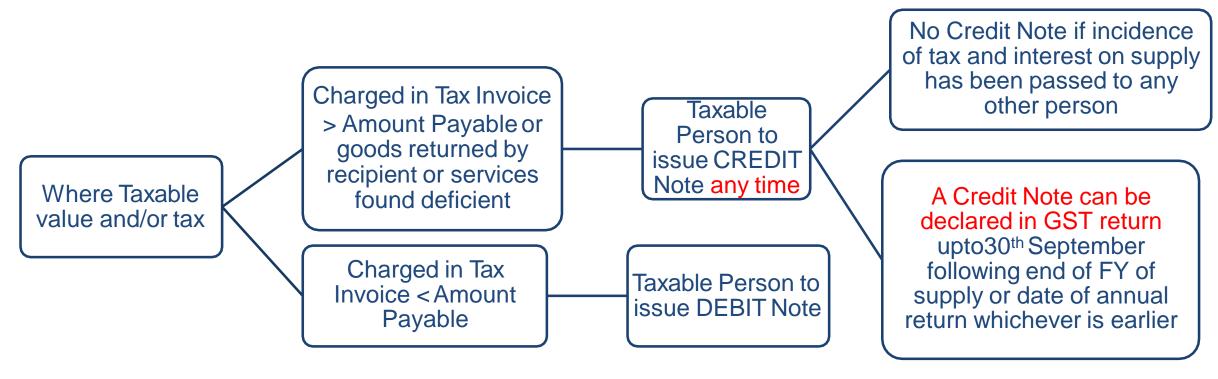
A registered person may issue a Consolidated revised tax invoice in respect of all taxable supplies to an unregistered person during such period

However, in case of inter-state supply, a Consolidated revised tax invoice cannot be issued in respect of all unregistered recipients if the value of supply exceeds INR 2,50,000

A registered person may not issue a Tax invoice if: Value of supply is < INR 200 + recipient is unregistered + recipient does not require such invoice



Credit / Debit Notes - Sec 34



^{*} Registered taxable person issuing Debit / Credit notes to declare its details in the return for the month during which such notes are issued / received or in the return for any subsequent month but not later than September following the end of FY of supply, or the date of filing of the relevant annual return, whichever is earlier, and the tax liability shall be adjusted in the manner specified in this Act.

Debit Note

Debit Note Debit Note No. Dated Ganeshji Pvt Ltd AMR Tech Park 1-Jul-2017 Hosur Main Road Supplier's Ref. Other Reference(s) Bangalore 210 dt. 1-Jul-2017 Kamataka GSTIN/UIN: 29ANXPE1234A1Z1 Party: Rohan Hardware W-321, Electronics City Bangalore Karnataka, Code: 29 GSTIN/UIN:29ANXPB1234D1Z1 HSN/SAC GST Rate Description of Goods Quantity Rate per Amount No. Printer Ribbon 18 % 96121010 5 nos 4,000.00 nos 20,000.00 CGST 1,800.00 SGST 1,800.00 Total 5 nos ₹ 23,600.00 EGOE Amount Chargeable (in words) INR Twenty Three Thousand Six Hundred Only HSN/SAC Taxable Central Tax State Tax Value Rate Amount Rate Amount 20,000.00 1.800.00 1,800.00 96121010 9% 9% 20,000.00 1,800.00 1,800.00 Total Tax Amount (in words): INR Three Thousand Six Hundred Only for Ganeshji Pvt Ltd Authorised Signatory

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Credit Note



Invoice Number 87 Invoice Date December 17, 2018 **CREDIT NOTE 1**

Date December 17, 2018

2,223.83

(-)0.43

₹ 14,578

TOTAL TAX AMOUNT

ROUNDED OFF TOTAL AMOUNT

Alpha Computer

 One way road, Manpura Colony, Near Gold Medal Showroom

Jalore, Rajasthan (RJ - 08), PIN Code 343001, India

9929590888

@ alphahpjalore@gmail.com

hp partner id 2-1ESCTP0 A/C No. 200000421003 IFSC- ESFB0001001 Bank- Equitas Bank, Jalore GSTIN: 08CG0PB5049L1Z0

AUTHORIZED SIGNATORY

Bill to:

A-One Computer

√ Jalore

Jalore, Rajasthan (RJ - 08), PIN Code 343001, India

99 9001447413

Bhanwar Solanki

Place of Supply: BJ (08)

NO	PRODUCT / SERVICE NAME	HSN/SAC	QTY	UNIT PRICE	CGST	SGST	AMOUNT
1	Backpack Bags	4202	13.00	932.20	1,090.68 9.00%	1,090.68 9.00%	14,299.95
	Shipping & Packaging	@18%		236.00	21.24	21.24	278.48
	TOTAL		13.00	12354.60	1111.92	1111.92	14578.43
otal:	▼ Fourteen Thousand Five Hundred Seventy Eig	ght Only			TOTA	L BEFORE TAX	12,354.60

Delinking of Credit / Debit Notes from Invoice

<u>Delinking of Credit Note/Debit Note from invoice, while reporting them in Form GSTR 1/GSTR 6 or filing Refund</u>

Recently GSTN has enabled the facility to delink reporting of debit note or credit note corresponding with their original invoice. Earlier, to report debit or credit note in GSTR 1/ GSTR 6, tax payers had to link each to their corresponding Invoice. This is much awaited change introduced on GSTN portal while filing GSTR 1 (Outward supplies) or GSTR 6 (ISD Return) or filing refund applications.

<u>Prior to delinking - Till now, original invoice number was mandatorily required to be quoted by the taxpayers, while reporting a Credit Note or Debit Note in Form GSTR-1 or Form GSTR-6</u>

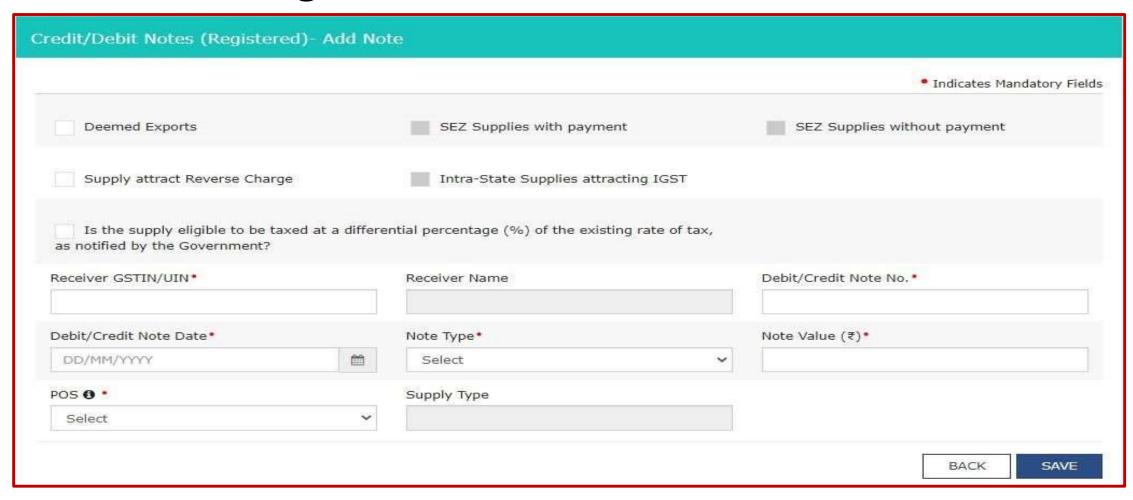


Delinking of Credit / Debit Notes from Invoice

Following facility has been introduced for taxpayers on GSTN Portal with this respect:

- Single credit note or debit note issued in respect of multiple invoices can be reported while furnishing Form GSTR-1 or in Form GSTR-6,
- Supply Type can be chosen as Regular, SEZ, DE, Export etc., to identify the table to which such credit note or debit note pertains
- Place of Supply (POS) can be selected against each credit note or debit note, to identify the supply type i.e. Intra-State or Inter-State (State-wise POS Debit note or Credit notes to be reported)
- Debit /Credit Notes can be declared with tax amount, but without any taxable value also i.e. if credit note or debit note is issued for difference in tax rate only, then note value can be reported as 'Zero'. Only tax amount will have to be entered in such cases.
- While reporting amendments to credit note or debit note similar changes has been introduced.

Delinking of Credit / Debit Notes from Invoice



Note – You may observe that Original Invoice Number and Original Invoice Date has been dispensed with.

Summary of all rules

Section	Coverage	Summary
Sec 31 (1)	Time of issuance of invoice for goods	Before or at the time of removal
Sec 31 (2)	Time of issuance of invoice for services	
Sec 31 (3) (a)	Revised invoice	Within 1 month from date of registration
Sec 31 (3) (b)	Relaxation from issuance of invoice when supply is less than Rs. 200	Read with Proviso 4 of Rule 46 (Slide 9)
Sec 31 (3) (c)	Bill of supply for supply of exempt supply and for composition dealer	 Taxpayers covered by section 10 or 11 Relaxation if value is less than Rs.200 Read with Rule 49 (Slide 13)
Sec 31 (3) (d)	Receipt Voucher by recipient of advance	Read with Rule 50 (Slide 14)

Summary of all rules

Section	Coverage	Issuance of invoice
Sec 31 (3) (e)	Refund voucher if advance is returned without supply and invoice	Read with Rule 51 (Slide)
Sec 31 (3) (f)	Invoice for purchase from unregistered supplier	9(4) provisions are postponed
Sec 31 (3) (g)	Payment voucher at the time of making payment to supplier covered u/s 9(3),9(4)	
Sec 31 (4)	When successive statement and payment are involved	Before or at the time of statement or payment.
Sec 31 (5)(a)	When due date of payment is ascertainable from contract	Due date of payment
Sec 31 (5)(b)	When due date is not ascertainable	When supplier receives payment
Sec 31 (5)(c)	When payment is linked to completion of an event	Completion of event

Summary of all rules

Section	Coverage	Issuance of invoice
Sec 31(6)	When supply of services cease before completion	At the time of and to the extent of cessation
Sec 31(7)	Goods sent or taken on approval	Before or at the time of removal of goods

Rules for Tax invoice, credit and debit notes

Rule No.	Coverage	
Rule 46	Particulars to be mentioned in a tax invoice referred in section 31	17 Items
Proviso 1:	Power of Board to specify: Number of digits of HSN for a class of taxpayers	
Proviso 2:	In case of URD inward supply a consolidated invoice at the end of month for all supplies more that Rs. 5000 in a day from one or all suppliers.	Consolidated invoice for URDS
Proviso 3:	Export of goods or service Following should be mentioned on invoice: a) "SUPPLY MEANT FOR EXPORT/SUPPLY TO SEZ UNIT OR SEZ DEVELOPER FOR AUTHORISED OPERATIONS ON PAYMENT OF INTEGRATED TAX" b) "SUPPLY MEANT FOR EXPORT/SUPPLY TO SEZ UNIT OR SEZ DEVELOPER FOR AUTHORISED OPERATIONS UNDER BOND OR	Export supply on payment of IGST Export supply on LUT without
	LETTER OF UNDERTAKING WITHOUT PAYMENT OF INTEGRATED TAX".	payment of IGST

Rules for Tax invoice, credit and debit notes

Rule No.	Coverage
Rule 46	
Proviso 4 read with sec.31(3)(b)	 Relaxation from invoice provision When value of supply is less than Rs.200 a) Recipient is not a registered person b) Recipient does not require such invoice. c) Supplier shall issue a consolidated tax invoice for all such supplies at the close of each day.

Invoice cum bill of supply

Rule No.	Coverage	
Rule 46A	Invoice cum bill of supply can be issued when supplier is supplying taxable as well as taxable supply to an unregistered person.	Only for unregistered person.

Time limit to issue tax invoice for services

Rule No.	Coverage	
Rule 47	Time limit to issue invoice for services	Within 30 days from supply
Proviso 1	InsurerBanking companyFinancial institution	Within 45 days from the date of supply of service
Proviso 2	 An insurer A banking company A Financial institution including an NBFC A Telecom operator Specified class 	May make invoice at the time of recoding in Books of Accounts or before the expiry of quarter from date of supply made.

Time limit to issue tax invoice for Goods/ services

In case of taxable supply of goods:	In case of taxable supply of services:
Invoice shall be issued before / at the	Invoice shall be issued before / after the provision of service, but
time of:	within 30 days* from the date of supply
a) Where supply involves movement	*45 days in case of insurer, banking company / financial institution
of goods: Removal of goods for	including NBFC
supply to the recipient	
b) Other cases: Delivery of goods or	Note: An insurer or a banking company or a financial institution,
making them available to the recipient	including a non-banking financial company , or a telecom operator , or any other class of supplier of services + notified by the Government on the recommendations of the Council + making taxable supplies of services + between distinct persons as specified in section 2 5 7
	Issue the invoice before or at the time such supplier records the same in his books of account or before the expiry of the quarter during which the supply was made

Manner of issuing invoices

Rule No.	Coverage	
Rule 48 (1)	Issuance of Invoice for <u>Goods</u>	In Triplicate ORIGINAL- for RECIPIENT DUPLICATE- For TRANSPORTER TRIPLICATE- For SUPPLIER
Rule 48(2)	Issuance of Invoice for Services	ORIGINAL- For RECIPIENT DUPLICTE-For SUPPLIER
Rule 48(3)	The serial number of invoices issued during a tax period shall be furnished electronically through common portal in GSTR-1	

Bill of supply: Rule 49

Rule No.	Items to be covered in a Bill of supply	
Rule 49	 Bill of Supply (Section 31(3) (c) shall have following details 1. Name, Address and GSTIN of Supplier 2. A consecutive serial number not exceeding 16 characters 3. Date of issue 4. Name, address and GSTIN of recipient (If registered) 5. HSN code 6. Description of supply 7. Value of supply 8. Signature or DSC of supplier or authorised representative 	
Proviso 1	Provisions of rule 46 will apply mutatis mutandis	
Proviso 2	Any tax invoice or similar document in any other Act for non-taxable supply shall be treated as bill of supply	

Receipt Voucher: Rule 50

Rule	e No.	Coverage	
Rule	50	•	u/s 31(3)(d) shall contain the following items. be issued at the time of receipt of advance by
2. S d 3. C 4. N 5. C 6. A	Serial nudigits) Date of invalue of supplescript	ddress and GSTIN of recipient y if he is registered tion of supply of advance	8.Amount of tax (not applicable to the supplier of goods as no tax payable at the time of advance) 9.Place of supply along with name and code of state. 10.Whether tax is chargeable on reverse charge basis. 11. Signature

Proviso 1: If tax rate is not determinable it will be taken at 18%.

If nature of supply is not determinable it will be taken as inter state supply.

Bill of Supply

BILL OF SUPPLY



Shri Ganesh Catering Services

C-34 Defence Colony, Hyderabad, Andhra Pradesh 320876 GSTIN State 3717D9A44AC81Z5 37-Andhra Pradesh

Bill Date

18/09/2017

State

ARGPV06ERPV

Bill No. Reference No. T1024

Customer Name

Raghav Pvt Ltx

Billing Address Raghav Pvt Ltx

Andhra Pradesh

Shipping Address

Raghav Pvt Ltx Andhra Pradesh

Customer GSTIN

22AAACB12345N1Z

Place of Supply 37-Andhra Pradesh

Due Date -

Ite	em	HSN / SAC	Quantity	Rate / Item (₹)	Discount (₹)	Total (₹)
1. Ri	ce	1006	50.00 KGS	55.00	8	2,750.00
				Total (₹)		2,750.00

Total Value

₹ 2,750.00

Total amount (in words)

Two Thousand Seven Hundred Fifty Rupees Only

For Shri Ganesh Catering Services

Authorised Signatory

Refund Voucher: Rule 51

Rule No. Coverage		Coverage		
•		Refund voucher is issued whe	u/s 31(3)(e) shall contain the following items. en an advance is refunded without a supply and	
1.	Name, a	ddress and GSTIN of supplier	9.Amount of tax (not applicable to the supplier	
2.	•	umber (not more than 16	of goods as no tax payable at the time of advance)	
3.	Date of	issue	10.Whether tax is chargeable on reverse	
4.	of supply if he is registered		charge basis.	
_			11. Signature	
5.	Number and date of receipt voucher issued u/r 50			
6.	Descrip	tion of supply		
7.	Amount	of refund made		
8.	Rate of	tax		

Payment Voucher: Rule 52

Rule No. Coverage

Rule 52 A payment voucher is required u/s 31(3)(g) shall contain the following items.

Payment voucher is issued by a recipient of supply u/s 9(3) or 9(4)

- 1. Name, address and GSTIN of supplier
- Serial number (not more than 16 digits)

- 8. Amount of tax
- 9. Place of supply
- 10. Signature

- 3. Date of issue
- 4. Name, address and GSTIN of recipient of supply if he is registered
- 5. Description of supply
- 6. Amount of refund made
- 7. Rate of tax

Payment Voucher: Rule 53

Rule No. Coverage

Rule 53 A revised tax invoice and a debit or credit note shall have following particulars.

- 1. Name, address and GSTIN of supplier
- Serial number (not more than 16 digits)
- 3. Date of issue
- 4. Name, address and GSTIN of recipient of supply if he is registered
- 5. Description of supply
- 6. Amount of refund made
- 7. Rate of tax

- 8. Amount of tax
- 9. Place of supply
- 10. Signature

Tax Invoice in special cases: Rule 54

Rule No.

Rule 54	Invoice and credit note of Input service distributor	
	 a) Name, address and GSTIN of ISD b) Serial number c) Date of issue d) Name, Address and GSTIN of recipient e) Amount of credit distributed f) Signature or digital signature of ISD or Authorised representative 	
Proviso 1	When ISD is an office of a banking company or financial institution including an NBFC a tax invoice shall include any document in lieu thereof, by whatever name called, whether or not serially numbered but containing the information as mentioned above.	

Details for invoice/DN/CN raised to an ISD

Invoice /DN/CN raised by a unit having same PAN as of ISD Rule No. Name, address and GSTIN of person having same PAN Rule 54(1A) Serial number Date of issue GSTIN of supplier Name, address and GSTIN of ISD Taxable value, rate and amount of credit to be transferred Signature or digital signature of the registered person or his authorised representative Taxable value in invoice should be equal to the value of common services.

Invoice by a banking, FI including NBFC

Rule No.

Rule 54(2)

Where the supplier of taxable service is an insurer or a banking company or a financial institution, including a non-banking financial company, the said supplier [may] issue a [consolidated]32 tax invoice or any other document in lieu thereof, by whatever name called [for the supply of services made during a month at the end of the month]33, whether issued or made available, physically or electronically whether or not serially numbered, and whether or not containing the address of the recipient of taxable service but containing other information as mentioned under rule 46.

Rule 54(4), 54(5)

Rule 54(4)	Where the supplier of taxable service is supplying passenger transportation service, a tax invoice shall include ticket in any form, by whatever name called, whether or not serially numbered, and whether or not containing the address of the recipient of service but containing other information as mentioned under rule 46
Rule 54(5)	The provisions of sub-rule (2) or sub-rule (4) shall apply, mutatis mutandis, to the documents issued under rule 49 or rule 50 or rule 51 or rule 52 or rule 53

Rule 55: Transportation of goods without invoice

Rule 55	Instances when Goods can move without an invoice (a)supply of liquid gas where the quantity at the time of removal from the place of business of the supplier is not known, (b) transportation of goods for job work, (c) transportation of goods for reasons other than by way of supply, or (d) such other supplies as may be notified by the Board,
	A delivery challan shall be serially numbered include following details: (i) date and number of the delivery challan;

- (ii)name, address and Goods and Services Tax Identification Number of the consigner, if registered;
- (iii)name, address and Goods and Services Tax Identification Number or Unique Identity Number of the consignee, if registered;

Rule 55: Transportation of goods without invoice

Rule 55

- (iv) Harmonised System of Nomenclature code and description of goods;
- (v) quantity (provisional, where the exact quantity being supplied is not known);
- (vi) taxable value;
- (vii)tax rate and tax amount central tax, State tax, integrated tax, Union territory tax or cess, where the transportation is for supply to the consignee;
- (viii) place of supply, in case of inter-State movement; and
- (ix) signature.

Rule 55 (2)

The delivery challan shall be prepared in triplicate, in case of supply of goods, in the following manner, namely:—

- (a) the original copy being marked as ORIGINAL FOR CONSIGNEE;
- (b) the duplicate copy being marked as DUPLICATE FOR TRANSPORTER; and
- (c) the triplicate copy being marked as TRIPLICATE FOR CONSIGNER.

Delivery Challan



Delivery Challan

Delivery Challan# DC-00007

Zylker India, 44 Annasalai, Chennai 600002, India.

GSTIN: 33GSPTN037IGIZD Phone: 98573829384 PAN 312456789

Bill To

Ambit Depots, 10 Thakur Street, Chennai 600450 Tamil Nadu, India.

GSTIN: 33GSPKA037IGIFE Phone: 982309583

Circuit ID: 57686533GSPKA037IGIFE

Challan Date :

05 Sep 2017

Ref#:

342323

Challan Type:

hundred

Job Work

Place Of Supply: Tamil Nadu (33)

#	Item & Description	HSN/SAC	Qty	Rate	Amount
1	Plain kurtis sku : 456	62114210	10.00 Pieces	699.00	6,990.00
				Sub Total	6,990.00
			cgs	r 1.5 (1.5%)	104.85
			sgs1	1.5 (1.5%)	104.85
				Rounding	0.30
				Total	₹7,200.00
			Total In Wa	ords: <i>Rupees sev</i>	en thousand two

Rule 55: Transportation of goods without invoice

Rule 55 (2)	The delivery challan shall be prepared in triplicate, in case of supply of goods, in the following manner, namely:— (a) the original copy being marked as ORIGINAL FOR CONSIGNEE; (b) the duplicate copy being marked as DUPLICATE FOR TRANSPORTER; and (c) the triplicate copy being marked as TRIPLICATE FOR CONSIGNER.
Rule 55 (3)	Where goods are being transported on a delivery challan in lieu of invoice, the same shall be declared as specified in rule 138.
Rule 55(4)	Where the goods being transported are for the purpose of supply to the recipient but the tax invoice could not be issued at the time of removal of goods for the purpose of supply, the supplier shall issue a tax invoice after delivery of goods

CKD,SKD units and invoice for transportation company

Rule 55(5)	Where the goods are being transported in a semi knocked down or completely knocked down condition -
	(a) the supplier shall issue the complete invoice before dispatch of the first consignment; (b) the supplier shall issue a delivery challan for each of the subsequent consignments, giving reference of the invoice;
	(c)each consignment shall be accompanied by copies of the corresponding delivery challan along with a duly certified copy of the invoice; and
	(d) the original copy of the invoice shall be sent along with the last consignment
Rule 55A	Tax Invoice or bill of supply to a company transport of goods
	The person-in charge of the conveyance shall carry a copy of the tax invoice or the bill of supply issued in accordance with the provisions of rules 46, 46A or 49 in a case where such person is not required to carry an e-way bill under these rules.

Invoice Verification Standard Process

Invoice Verification

For receipt of Taxable goods - Tax Invoice

For receipt of exempted products - Bill of Supply (Rice Husk)

Check for Address and GST Number of the receiving Entity

Check for product Description and HSN Number (Check CBIC Portal for HSN Codes)

Verify GST Number of Vendor on GST Portal

Verify length of Invoice (Not more than 16 digits with only / or - used in invoice format)

Check for GST Rate and Value

Check for Signature on Invoice (Manual or through DSC). Compute Generated format not valid

Invoice Accounting Standard Process

Invoice	
Accounting	

Check if all the below points are taken care:

Enter invoice Number correctly (E.g. for Invoice APG/GST/01/2017-18 - Enter as it is. And not 01/17-18 or GST/01 or GST/01/17-18, etc.)

Enter details like Taxable Value, tax amount and Invoice Value correctly

Date to be entered correctly

Even for ineligible invoices - show GST separately

Book invoices only on Original for Buyer and not on scan or extra copy

Notify supplier promptly for any discripancy in invoices

Account for the invoices immediately to avail ITC on time

Always check if supplier has filed his GST Returns.

Electronic Invoice in GST



E-Invoice - Introduction

'E-invoicing' or 'electronic invoicing' is a system where in the tax payer will upload his invoice details and register his supply transaction on the Government Invoice Registration Portal (IRP) and get the Invoice Reference Number (IRN) generated by the IRP system.

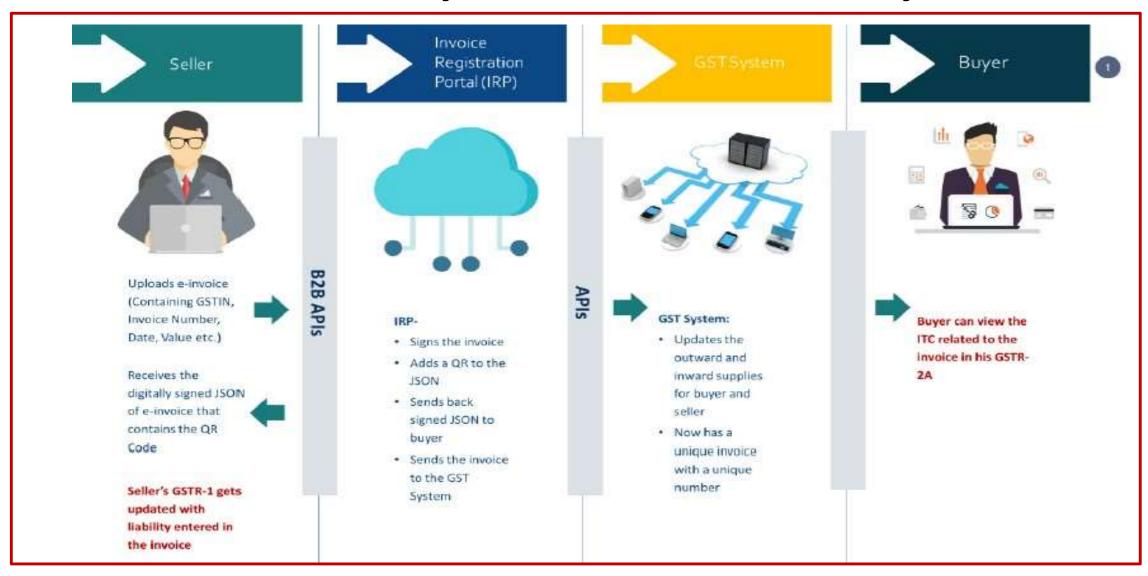
Here the tax payer will first prepare and generate his invoice using his ERP/accounting system or manually and then upload these invoice details to IRP and get the unique reference number, known as IRN.

It is clarified again that the e-invoice does **NOT** mean preparation or generation of tax payer's invoice on government portal. It is only intimating the government portal that invoice has been issued to the buyer, by registering that invoice on the government portal.

E-Invoice – Some common misconceptions

E-invoice is E-Invoice is Debit or an invoice E-Way bill is Complex This is a E-Invoice generated implemented credit notes not to be process is shall system of for are not on generated standardizatio included for involved in generating enhance computer in case Ecompliance n of invoice or through invoices E-invoice generation invoice is implementa burden of E-Invoice software or centrally across all generated industry accounting tion package

E-Invoice System Flow – Seller to Buyer



Legal Framework

SI.	Notification	Doto	Cummany of Natification
No	No	Date	Summary of Notification
1	61/2020 – Central Tax	30-07-2020	The turnover limit for applicability of E-Invoicing provisions for registered Taxpayers has been enhanced to <i>Five hundred crore rupees (Earlier the said limit was Rs 100 Crores)</i> E-Invoicing shall not be applicable to a <i>"Special Economic Zone"</i>
2	<u>60/2020 – Central Tax</u>	30-07-2020	New Format/ Schema for E-Invoice has been released (Version 1.1).
3.	<u>13/2020-</u> <u>Central Tax</u>	21-03-2020	Date for implementation is proposed from 1st October, 2020

Linking GSTR 1 with E-Invoice

s No	E-invoice Field name	GSTR1 field name
1	Supply_Type_Code	Invoice type (This Field will be used for mapping invoice to different sections of GSTR1 like B2B/SEZWOP/SEZWP/DEXP invoices will be mapped to B2B section of GSTR1)
2	Document_type_code	It will be used to decide CDN or other sections.
3	Document_Num	Supplier Invoice number
4	Document_Date	Supplier Invoice Date
5	Reverse_charge	Reverse Charge
6	Supplier_Legal_Name	Supplier_Legal_Name
7	Supplier_trading_name	Trade Name of Supplier
8	Supplier_GSTIN	Supplier GSTN
9	Recipient_Trade_Name	Buyer Tade name
10	Recipient_ GSTIN	Receiver GSTIN
11	Place_Of_Supply_State_ Code	Place of Supply (POS)
12	Total_Invoice_Value_INR	Supplier Invoice Value
13	HSN code	HSN code (Table-12)

Image – GSTN Presentation

Linking GSTR 1 with E-Invoice

S No	E-invoice Field name	GSTR1 field name
14	Quantity	Quantity (Table 12)
15	UQC (UOM)	UQC (Unit of Measure) of goods sold (Table 12)
16	GST Rate	Rate
17	Taxable Value	Taxable value of Goods or Service as per invoice
18	IGST_amt	IGST Amount as per item
19	CGST_amt	CGST Amount as per item
20	SGST_UTGST Amt	SGST Amount as per item
21	Comp_Cess_Amt_ Ad_Valorem	CESS Amount as per item
22	Shipping_Bill_Number	Shipping Bill Number
23	Shipping_Bill_Date	Shipping Bill Date
24	Port_Code	Port Code

Image – GSTN Presentation

Query	Response
How do I verify if my	Threshold Turnover for preparing E-Invoice is Rs 500 Crores. Any entity which is listed for
entity is to be	Implementation of E-Invoice can verify the status at the following link
registered for E-	https://einvoice1.gst.gov.in/Others/EinvEnabled_by providing GST Number on the E-Invoicing
Invoicing?	Portal.
What are the documents covered for E-Invoicing?	The taxpayers need to report the following documents to the e-invoice system Invoice by Supplier Credit Note by Supplier Debit Note by Supplier
Will e-invoice schema cater to reverse charge mechanism?	Yes, E-invoice system has a reverse charge mechanism reporting as well

Query	Response
	The different supply types that can be reported are
What are the	✓ B2B: Business to Business,
	✓ SEZWP: To SEZ with Payment,
different Supply	✓ SEZWOP: To SEZ without Payment,
types available in	✓ EXPWP: Export with Payment,
e-Invoice portal?	✓ EXPWOP: Export without Payment,
	✓ DEXP: Deemed Export
	> The notified tax payers have to generate the IRN for the supplies/sales.
	> The IRN has to be generated for the documents of Invoices, Debit Notes and Credit Notes for the local, interstate
	and export transactions.
Who is responsible	➤ The tax payer has to upload the complete invoice details, prepared manually or through internal ERP/accounting
for generation of E-	system, as per the format, and after due validations of the data, the system returns the IRN with the signed
Invoice?	invoice and QR code back to the tax payer.
	The IRN, ACK No, Date and QR code has to be printed by the tax payer on the invoice being issued to the buyer.
	> It may be noted that the IRN can be generated by the supplier only and not by buyer or transporter

Query	Response
Can an E-Invoice be cancelled?	There is a facility to the user to cancel the IRN, if active e-way bill is not there. The user can cancel the E-Invoice if the e-way bill is not generated or the e-way bill is cancelled post generation. The invoice can only be cancelled in full. Part cancellation of invoice is not permitted.
I have login for E-Way	There is a facility to login to the e-invoice system. Single Sign On (SSO) system has been
bill portal. Do I need to	used to login to the e-way bill and e-invoice systems. That is, if the tax payer has the
separately create login	username and password created on the e-way bill system, then same can be used to login
for E-Invoicing Portal?	to this system.
Will businesses now be	No, the businesses now be required to generate e-invoices on the GST portal or the e-invoice portal.
required to generate e-	The tax payer will first prepare and generate his invoice using his ERP/accounting system or
invoices on the GST	manual system and then upload these invoice details to IRP and get the unique reference number, known as IRN.
portal or the e-invoice	The e-invoice does NOT mean preparation or generation of tax payer's invoice on
portal?	government portal. It is only intimating the government portal that invoice has been issued to the buyer, by registering that invoice on the government portal.

Query	Response
	- Yes, there is a need for separate registration again on the E-invoice system Portal.
	- All the registered users under GST who wish to generate IRN need to register on E-invoice
I have already registered in	system using his GSTIN.
GST Portal. Whether I need to	- Once GSTIN is entered, the system sends an OTP to his registered mobile number registered
register again on the E-invoice	with GST Portal and after authenticating the same, the system enables him to generate
system Portal?	his/her username and password for the E-invoice system.
	- After generation of username and password of his/her choice, he/she may proceed to make
	entries to generate IRN.
Will it be possible to allow	
invoices that are registered on	
invoice registration	> The IRP after registering the invoice, will share a digitally signed e-invoice for record of the
system/portal to be	supplier. You can download the invoice for further use and action.
downloaded and/or saved?	

Query	Response
	• The pre-requisite for generation of e-invoice is that the person who generates e-invoice
	should be a registered person on GST portal and e-invoice system or e-way bill system.
What are pre-requisites to	• The documents such as tax invoice or Debit Note or credit Note must be available with the
generate the e-invoice?	person who is generating the e-invoice.
	• If a user is generating Bulk invoices, then he/she should have a valid JSON file as per the e-
	invoice schema to upload on the e-invoice system or he/she has to integrated with API
	interface and generate the IRN
	Anyone can verify the authenticity or the correctness of e-invoice by uploading the signed
How can anyone verify the	JSON file or Signed QR Code into e-invoice system.
authenticity or the	• The option 'Verify Signed Invoice' under Search option can be selected and the signed JSON
correctness of e-invoice?	file can be uploaded and verified.
	• Similarly, the QR Code Verify app may be downloaded and used to verify the QR Code printed
	on the Invoice.

Query	Response
Would the Supplier be	Yes, the supplier will issue his own system's invoice (from ERP or accounting package), in the
allowed to issue his own	standard e-invoice schema that has been published.
invoice and if yes, will the	IRN will be generated and returned by the IRP as per the process described in the concept
Invoice number and IRN be	and flow.
required to be mentioned?	Invoice will be valid only if it has IRN.
	The Invoice Reference Number (IRN) is a unique number (also known as hash) generated by
	the e-invoice system using a hash generation algorithm.
	For every document such as an invoice or debit or credit note to be submitted on the e-
What is Invoice Reference	invoice system, a <i>unique 64 characters Invoice Reference Number (IRN)</i> shall be generated
Number (IRN)?	which is based on the computation of hash of GSTIN of supplier of document (invoice or
	credit note etc.), Year and Document type and Document number like invoice number.
	• This shall be <i>unique to each invoice</i> and hence be the unique identity for each invoice for the
	entire financial year in the entire GST System for a taxpayer.

Query	Response	
	Each Invoice uploaded by the tax payer will get the unique number called as Invoice Reference Number (IRN).	
	IRN is of 64 Characters length.	
	This IRN is unique number in the GST system, irrespective of tax payer, financial year and document type.	
	IRN is generated by the e-invoice system once the tax payer uploads the invoice details.	
	IRN is generated using the computer algorithm (RSA256) based on the combination of the Supplier GSTIN, Document	
	Type, Document Number and year of the Invoice (Financial Year).	
	IRN is hash of Supplier GSTIN + Fin. Year + Doc Type + Doc Number.	
Explain in	Financial Year is calculated based on the date of invoice	
detail about IRN	Document types are INV for Invoice, CRN for Credit Note, DBN for Debit Note.	
	Document Number is a number printed on the Document, being issued to the purchaser, and it is to be of maximum of	
	16 alphanumeric and /	
	Document number should not be starting with 0, / and Also, alphabets in document number should not have	
	alphabets in lower cases. If so, then request is rejected.	
	For example, tax payer with 01AAAAA9999A19N has issued the Invoice with Number ABC01234 on 12.12.2019 to his	
	supplier, string used for hashing is	
	01AAAAA9999A19N2019-20INVABC01234.	

Query	Response	
	No, once an IRN is generated for an Invoice, IRN cannot be again generated. Only unique invoice	
Can I generate IRN for an	from a taxpayer will be accepted by the e-invoice system.	
Invoice for which IRN is	E-invoice system will check in Central Registry of GST system to ensure that same invoice from	
already generated?	same supplier pertaining to same financial year is not being uploaded again for generating one	
	more IRN.	
	Offline tool - Upload the invoices in standard format and generate the IRN in one go	
	API - Through GSPs integration - System-to-system integration using APIs through registered GSPs	
	API – Direct integration - System-to-System integration using API directly from Tax Payers system	
	API - Through enabled sister concerned GSTIN - System-to-System integration using API through the	
What are modes of generation of IRN?	sister company of the Tax payers having same PAN. If it has been enabled for API. (For multiple GSTINs	
	one may enable API for any GSTIN and other GSTINs can use the said facility)	
	E-Way Bill API enabled Tax Payers - System-to-System integration using API for already E-Way Bill	
	enabled Tax Payers	
	Web Based – Entry in IRP Portal (https://einvoice1.gst.gov.in/)	
	Through Mobile App	

Query	Response
How long will the	
generated e-invoice be	Once the e-invoice system has validated and registered an IRN, it will be made available to
available in the	the taxpayer for reference on e-invoice system for only 24 hours.
government portal?	
	The IRN once generated cannot be modified or deleted. However, if IRN is generated with
Can IRN be deleted or	wrong information, it can be cancelled.
cancelled?	Once it is cancelled, the IRN cannot be generated on the same invoice.
	• The cancellation is required to be done within twenty-four (24) hours from the time of
	generation
If there is a mistake or	If there is a mistake, incorrect or wrong entry in the e-invoice, then it cannot be edited or
wrong entry in the e-	corrected. Only option is cancellation of e-invoice and generation of a new one with correct
invoice, what has to be	details.
done?	

Query	Response	
	E-Invoice can't be partially cancelled. It has to be fully cancelled.	
Whether e-invoices generated	Cancellation has to be done as per process defined under Accounting Standards.	
through GST system can be partially	The e-invoice mechanism enables invoices to be cancelled.	
/ fully cancelled?	This will have to be triggered through the IRP, if done within 24 hours.	
	After 24hours, the same will need to be done on the GST System.	
Does the e-invoice allow the		
declaration of export invoices/ zero rated supplies (Goods on what GST	Yes, it allows the declaration of export invoices / zero rated supplies.	
		is not Applicable or free from Tax)?
With the introduction of e-invoices,		
what are the documents need to be	For transportation of goods, the e-way bill will continue to be mandatory, based on invoice value guidelines. This aspect will be notified by the Government	
carried during transit of goods?		

Query	Response
Please clarify whether exports would require e-invoice compliance	Yes, the e-invoice schema also caters to the export invoices as well. The e-invoice schema is based on most common standard format and it meets the requirements of the export as well
Will it be possible to print the e-invoice?	 Yes. It will be possible for both the seller as well as the buyer to print the invoice, using the signed JSON payload returned by the Invoice Registration Portal (IRP). The QR code will not be an image sent by the IRP but string, which the accounting/billing software or the ERP will read and convert into QR Code. Seller must place the QR Code on the print of the invoice. This will enable its validation.
Where can I get the details of API Integration?	Please visit the site https://einv-apisandbox.nic.in/ for all the details of API Integration

Thank you

