

New  
**E-invoice**  
System  
Under GST



PRESENTED BY **CMA AMIT DE**  
(ALL INDIA RANK - INTER - 33<sup>RD</sup> & FINAL - 20<sup>TH</sup>)  
**M.COM, LLB.**

## Tax INVOICE/Bill of supply/ Receipt Voucher: For supply of goods or services

Back Ground: Section: 31 to 34 of CGST ACT, 2017 AND CGST RULES, 2017 [Rule 46 to 55]

Section 31 - Who, when, how to issue invoice/ bill of supply, Revised Invoice etc.

Section 32 - only a registered person can collect in prescribed manner:

Section 33 - Amount of Tax to be indicated in tax invoice and other documents:

Section 34 - Debit and credit note

## SECTION 31 : WHO, WHEN AND HOW TO ISSUE INVOICE

Tax invoice:

- A Registered supplier paying tax under regular scheme shall issue TAX INVOICE
- A Registered Recipient (RCM): Recipient liable to pay GST under reverse charge need to issue an invoice.

Bill of supply:

- A Registered supplier Making Exempted Supplies shall issue Bill of Supply
- A Registered supplier paying tax under Composition scheme shall issue Bill of Supply

**Note:** Small value invoice /Bill of supply:

- Where supply is made to an unregistered person [B TO C] having value below Rs. 200
- and Recipient is not willing to take INVOICE.

Then the supplier need not to mandatorily to issue Invoice or Bill of supply,

However supplier needs to issue a consolidated invoice /bill of supply at the end of the day and will keep that document himself.

**Receipt Voucher:** A registered Supplier shall,

- On receipt of advance payment with respect to any supply, issue a receipt voucher evidencing receipt of such payment.

**ERP based Bill:** No need of signature in case of computer generated documents.

## WHEN - LAST DATE OR DUE DATE

GENERAL PROVISION: In case of supply of goods

- (a) Where supply involves Removal of goods: Then the invoice shall be issued before or at the time of removal of goods and
- (b) in case where supply does not involve Removal of goods: Then the invoice shall be issued before or at the time of delivery of goods.  
(Eg: sale and lease back transactions)

### SPECIAL CASE: 1

In case of continuous supply of goods:

Where periodic "statements of account" are given by supplier - Then invoice shall be issued on or before each such statement is issued

Where no such periodic "statements of account" are given by supplier OR payment is made before such statement - Then invoice shall be issued on or before each payment is received.

## SPECIAL CASE-2

In case of sale on approval basis: Invoice shall be issued on or before acceptance date or 6 Months from the date of removal (whichever is Earlier)

Note: When goods are moved within the state or from the state of registration to another state for supply on approval basis then person carrying the goods for such supply carry the invoice book with him so that he can issue tax invoice once the supply is fructified on a delivery challan along with E way bill wherever applicable.

## IN CASE OF SUPPLY OF **TAXABLE SERVICES**:

### GENERAL PROVISION:

**At the time** of provision of service, before provision of service or after provision of service  
[**within 30 days** (**45 days in case of Banking and Insurance**)]

### SPECIAL CASE-1

In case of continuous supply of service: Eg: Internet/Mobile billing or Insurance policy

- Where the **due date of payment is ascertainable** from the contract - The invoice shall be issued **on or before** the due date of payment.
- Where the due date of payment is **not ascertainable** from the contract, - The invoice shall be issued before or at the time when the **supplier of service receives the PAYMENT**;
- Where the **payment is linked to the completion of an event** - The invoice shall be issued **on or before the date of completion** of that event.

## SPECIAL CASE-2

Where **the supply of services ceases** under a contract **before the completion** of the supply, the **invoice shall be issued when the supply ceases** and such invoice shall be issued to the extent of the supply affected before such cessation.

NOTE: Where Recipient liable to pay GST under RCM then An invoice shall be issued on the date of receipt of Goods /services

### How

Manner of issuing:

Supply of goods: The invoice shall be prepared in triplicate,

Supply of Services: The invoice shall be prepared in duplicate.

## REVISED INVOICE

**In case new Registration of Supplier:** A registered taxable person may, **within 1 month from the date of issuance of RC** issue a revised invoice against the invoice already issued during the period:

- ❑ Starting from the effective date of registration
- ❑ Till the date of issuance of RC to him. (So that buyer can avail the credit if he is eligible)

**In case new Registration of Recipient:** The registered taxable person may issue a consolidated revised tax invoice in respect of all taxable supplies made to a recipient who is not registered under the Act during such period.

## SECTION 34 DEBIT AND CREDIT NOTE

### Debit Note / Supplementary Invoice.

**When to issue** - Where one or more tax invoice has been issued and the **taxable value or tax charged in that tax invoice is found less** than the supplier shall issue to the recipient one or more debit notes.

**What to do after issue** - Any registered person who issues a debit note shall declare the details of such debit note in the **upcoming return** and the **tax liability shall be adjusted**.

### Credit Note

**When to issue** - Where one or more tax invoice has been issued and the **taxable value or tax charged in excess**, or **sale return** or **under supply** then the supplier, may issue a CREDIT NOTE.

**What to do after issue** - Supplier shall declare the details of such one or more credit notes in the **upcoming return** but max to max by **30th November of next Financial Year or the date of filing of annual return, whichever is earlier**, and the **tax liability shall be adjusted**.

<b>Banking Company or a Financial Institution including NBFC/insurer</b>	<b>Exemption from SN and ADDRESS:</b> Where the supplier of taxable service is an insurer or a banking company or a FI, NBFC the said supplier shall issue a tax invoice even if not having serial number and address of recipient.
<b>Input Service Distributor</b>	<b>Exemption from SN:</b> Where the Input Service Distributor is an office of a banking company or a FI, NBFC, then Serial number on a tax invoice not mandatory.
<b>Goods Transport Agency Service</b>	<b>BILTY/CONSIGNMENT NOTE:</b> the said supplier of service shall issue a tax invoice containing the gross weight, name, vehicle registration number details of goods transported, details of origin and destination, GSTIN of taxable person etc.
<b>Passenger Transportation Service</b>	<p>In case of passenger transportation service: <b>TICKET- INVOICE:</b></p> <p>In case of cinema hall: TICKET= INVOICE:</p>



# Thank You!

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