

# Invoicing in GST

**ICMAI**  
**Advanced GST Course**

**Rohit Kumar Singh**  
**ACA, ACMA, FCS, LLB, DISA (ICAI)**

# Agenda Points

Introduction and definitions

**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 -

<b>Tax Invoice</b> <ul style="list-style-type: none"> <li>• Supply of taxable Goods</li> <li>• Supply of taxable Service</li> </ul>	<b>Bill of Supply</b> <ul style="list-style-type: none"> <li>• For Supply of exempted goods / services</li> <li>• Composition supplier</li> </ul>	<b>Receipt Voucher</b> <ul style="list-style-type: none"> <li>• For receipt of ADVANCE</li> </ul>	<b>Refund Voucher</b> <ul style="list-style-type: none"> <li>• If advance refunded without supply of services/ goods</li> </ul>	<b>Revised Invoice</b> <ul style="list-style-type: none"> <li>• Newly registered person (&gt;20L)</li> <li>• For transaction between date of liable to reg. to grant of reg.</li> </ul>
<b>Self Invoice – RCM</b> <ul style="list-style-type: none"> <li>• URP Purchase</li> <li>• Exemption: not exceeding 5,000</li> <li>• Consolidated invoice-Monthly</li> </ul>	<b>Payment Voucher -RCM</b> <ul style="list-style-type: none"> <li>• For Payment to URP Vendor</li> </ul>	<b>Debit Note</b> <ul style="list-style-type: none"> <li>• Upward revision of rate</li> <li>• No time limit</li> </ul>	<b>Credit Note</b> <ul style="list-style-type: none"> <li>• Downward revision of rate</li> <li>• Goods return / deficiency of service</li> <li>• Time limit</li> </ul>	<b>Delivery Challans</b> <ul style="list-style-type: none"> <li>• Document for supply</li> <li>• Other than Supply (repair, JW)</li> </ul>

# Legal Provision -

## Section

- 31. Tax Invoice
- 31A. Facility of digital payment to recipient
- 32. Prohibition of unauthorized collection of tax
- 33. Amount of tax to be indicated in tax invoice and other documents
- 34. Credit and debit notes

## Rules –

46. Tax Invoice

46A. Invoice cum bill of supply

47. Time limit for issuing tax invoice

48. Manner of issuing invoice

49. Bill of supply

50. Receipt voucher transport of goods

51. Refund voucher

52. Payment Voucher

53. Revised Tax invoice and Credit/Debit notes

54. Tax invoice in Special Cases (ISD)

55. Transportation of Goods without invoice

55A. Tax invoice or Bill of Supply to accompany

# Important Definitions on Invoice -

- Sec 2(94) - Registered Person –

Registered person” means a person who is registered under section 25 but does not include a person having Unique Identification Number(UIN)

- Sec 2(41) Document –

Document” includes a written or printed record of any sort and electronic record as defined in clause (f) of sub section (1) of Section 2 of Information Technology Act, 2000 -

*Section 2(1)(f) of IT Act, 2000 data, record or data generated, image or sound stored, received or sent in an electronic form or microfilm or computer generated micro fiche. A document includes both manual and electronic forms of records.*

- Sec 2(66) Invoice “ or “tax invoice” means the tax invoice referred to in section 31

# Important Definitions on Invoice -

- **Sec 2 (47) — exempt supply**

means supply of any goods or services or both which attracts nil rate of tax or which may be wholly exempt from tax under section 11, or under section 6 of the Integrated Goods and Services Tax Act, and includes non taxable supply;

***There are three types of exempt supplies***

- i. Supplies taxable at 'Nil' rate of Tax under GST Tariff
- ii. Supplies exempted from CGST/IGST by way of Notification issued U/s11 of CGST Act
- iii. Non-Taxable Supplies

- **Sec 2 (78) —non-taxable supply**

means a supply of goods or services or both which is not leviable to tax under this Act or under the Integrated Goods and Services Tax Act;

# Important Definitions on Invoice -

- **Sec 2 (105) — Supplier**

in relation to any goods or services or both, shall mean the person supplying the said goods or services or both and shall include an agent acting as such on behalf of such supplier in relation to the goods or services or both supplied;

- **Sec 2 (93) —recipient**

of supply of goods or services or both, means—

(a) where a consideration is payable for the supply of goods or services or both, the person who is liable to pay that consideration;

(b) where no consideration is payable for the supply of goods, the person to whom the goods are delivered or made available, or to whom possession or use of the goods is given or made available; and

(c) where no consideration is payable for the supply of a service, the person to whom the service is rendered,

and any reference to a person to whom a supply is made shall be construed as a reference to the recipient of the supply and shall include an agent acting as such on behalf of the recipient in relation to the goods or services or both supplied;



# Important Definitions on Invoice -

- **Sec (96) —removal**

in relation to goods, means—

(a) despatch of the goods for delivery by the supplier thereof or by any other person acting on behalf of such supplier; or

(b) collection of the goods by the recipient thereof or by any other person acting on behalf of such recipient;

- A. **Removal** - Handing over or Collection of goods to be taken away or carried away by the supplier or recipient even without commencement of actual transportation of the goods to the destination
- B. **Movement** - Movement is the physical transportation of the goods to the destination by the person taking the responsibility of transportation which may be supplier, recipient, or other carrier
- C. **Delivery** - Delivery is a legal concept of completion of appropriation in favour of recipient so as to complete supplier's obligations in respect of the supply.

# Important Definitions on Invoice -

## **Sec (32) —continuous supply of goods**

means a supply of goods which is provided, or agreed to be provided, **continuously or on recurrent basis**, under a contract, whether or not by means of a **wire, cable, pipeline or other conduit**, and for which the supplier **invoices the recipient on a regular or periodic basis** and includes supply of such goods as the Government may, subject to such conditions, as it may, by notification, specify;

## **Example -**

1. Open purchase orders with daily delivery schedule (Just In Time-JIT) subject to acceptance tests only at the time of issue-for-production and understanding of fortnightly billing;
2. VVMI (vendor managed inventory) where the agreed periodicity for billing is, say, monthly/ fortnightly etc.;
3. Supply of gases through pipeline where burn rate or heat generation are matters of contingency necessitating a deferred billing schedule.

# Important Definitions on Invoice -

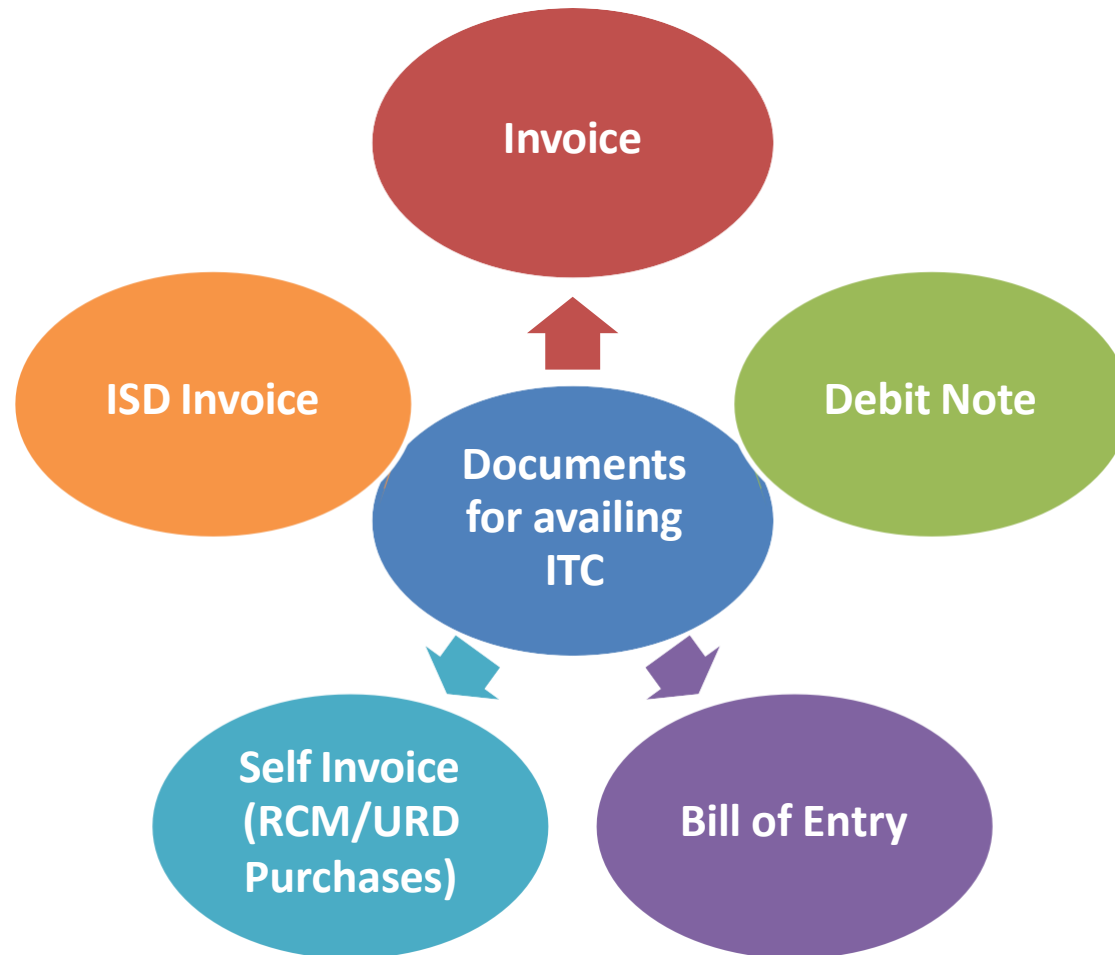
## **Sec (33) —continuous supply of Services**

means a supply of goods which is provided, or agreed to be provided, continuously or on recurrent basis, under a contract, for a period exceeding three months with periodic payment obligations and includes supply of such services as the Government may, subject to such conditions, as it may, by notification, specify;;

## **Example -**

1. Licensing of software or brand names;
2. Renting of immovable property except month to month lease/rent; and
3. Software as a service ( SAAS) with monthly billing based on usage.

# 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  
998756334  
sorina@sleekbill.in  
sleekbill.in  
GSTIN: 123456711111111

## Bill to:

Ab Company  
Hope Street no. 26, Building B  
Mumbai, Maharashtra (MH - 27),  
India  
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 TION	UNIT PRICE	IGST	CESS	AMOUNT
1	<b>solvent</b> white cleaner industrial substance ISD 00456	345	23.00	200.00 -Discount 5%	524.40 12.00%	218.50 5%	4,894.40
2	<b>detergent</b> only carpets 100% KER23	1296	3.00	2,000.00	1,080.00 18.00%	0.00 0%	7,080.00
3	<b>poly cloth</b> 2 layer, dust, anti static, blue	3455	100.00	150.00 -Discount 10%	1,620.00 12.00%	0.00 0%	15,120.00
Shipping & Packaging				100.00	12.00 @12.00%		112.00
TOTAL				17870.00 6000.00 23970.00	2144.40 1080.00 3224.40	218.50	20014.40 7080.00 27094.40

Total: ₹ Twenty Seven Thousand Four Hundred Twenty Five Only

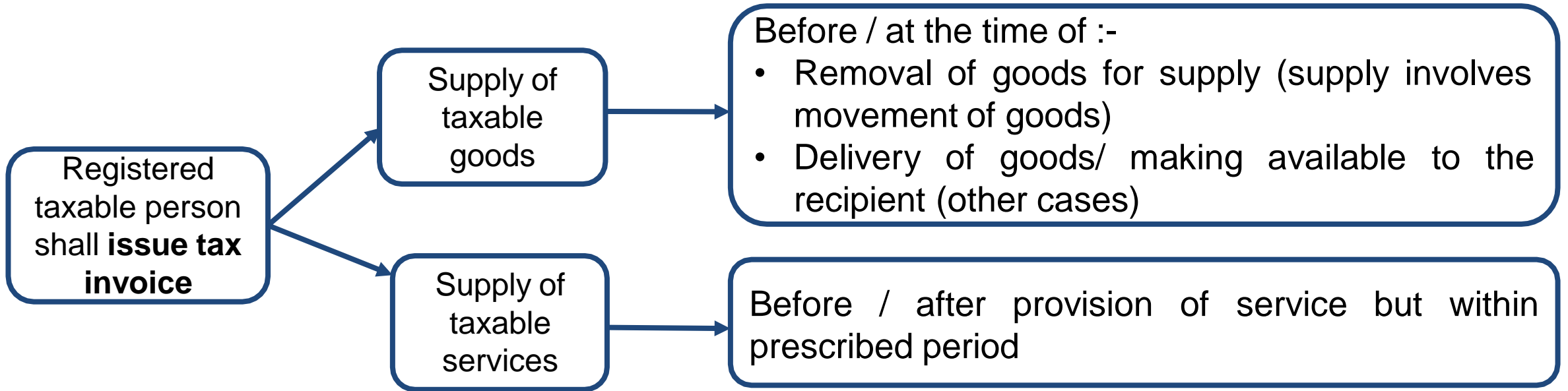
Pay Now with PayPal  
AUTHORIZED SIGNATORY

### 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.

TOTAL BEFORE TAX	25,700.00
DISCOUNT	(-) 1,730.00
TOTAL TAX AMOUNT	3,454.90
ROUNDED OFF	0.10
TOTAL AMOUNT	₹ 27,425
AMOUNT DUE	₹ 27,425

# Tax Invoice – Sec 31



- 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**.
- No invoice required if value of goods or services or both < Rs. 200
- 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 continuous supply of services
  - **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

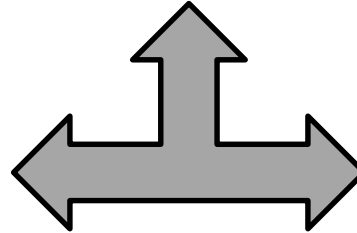
Rule No.	Coverage
Rule 53	<ul style="list-style-type: none"><li>- A revised invoice can be issued when the registration is granted from a date earlier than the effective date of registration</li><li>- A consolidated invoice can be issued when recipient is unregistered</li><li>- In case of value of supply is less than Rs. 2,50,000, a revised invoice can be issued in respect of all recipients in a state.</li><li>- 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”</li></ul>

---

# 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



**TaxMarvel**  
Beyond Numerical

## 10 things to check in GST Invoice!

Party Name,  
GSTIN & Address

Your Name, Address,  
GSTIN, POS & PAN

Description, SAC/  
HSN Code and UQC

Type and Rate of GST

RCM – Yes/No

Copies of Invoices  
(Goods – 3/  
Services – 2)

Check Invoice  
Number and Date

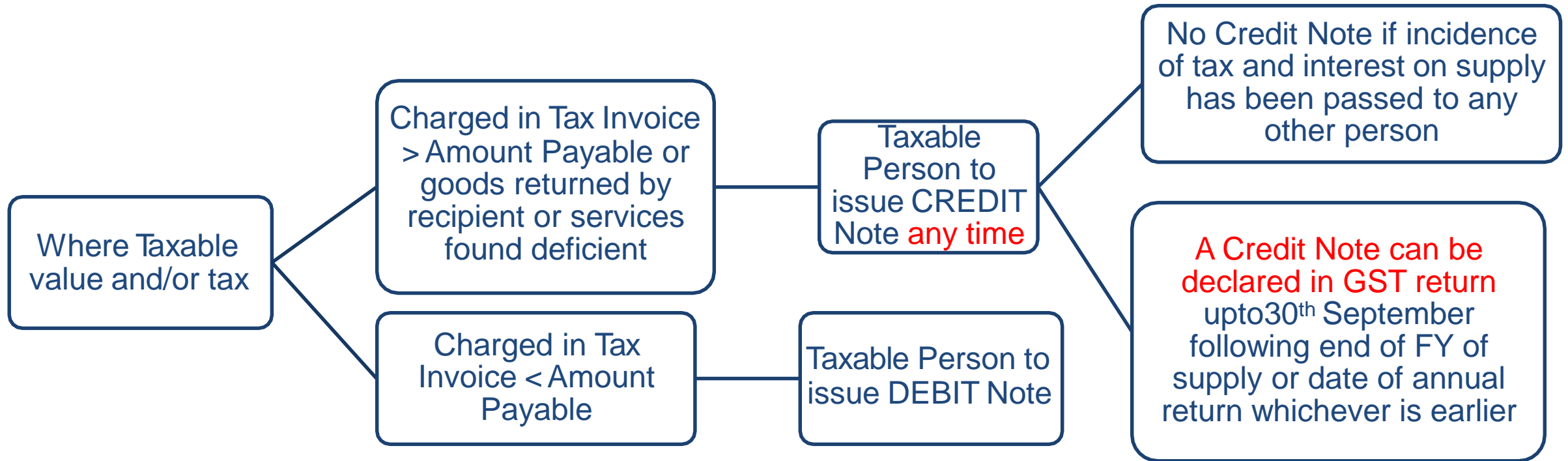
Bill to/ Ship to

Value and GST  
Amount

Check Signature  
or DSC

TaxMarvel TAX INVOICE		ORIGINAL FOR RECIPIENT [✓] DUPLICATE FOR SUPPLIER [x]	
<b>TAXMARVEL CONSULTING SERVICES LLP</b> 304, Pearl Celestial, Rajendra Nagar Mandal, Kokapet, Telangana - 500075 State: Telangana State Code: 36 Phone No.: 9903129064 Email ID: amit@taxmarvel.com GSTIN No.: 36AAOFT2399D125		Tax Invoice No.: TM/18-19/006 Tax Invoice Date: 05-11-2018 P.O No.: N/A P.O Date: N/A PAN No.: AAOFT2399D	
<b>Services Billed To :</b> 4805-10, KATRA SUBHASH, CHANDNI CHOWK, Central Delhi, Delhi, 110006 State: Delhi State Code: 07 Country: India PAN No.: GSTIN No.:		<b>Services Delivered To :</b> 4805-10, KATRA SUBHASH, CHANDNI CHOWK, Central Delhi, Delhi, 110006 State: Delhi State Code: 07 Country: India PAN No.: GSTIN No.:	
Sl. No.	Description of Services	SAC Code	UQC
1	GST Reconciliation Services	998231	OTH
Taxable Value of Supply of Services			
GST to be levied Rate of Tax Output GST 0% Calculation GST 0% GST 18% ZERO RATED SUPPLY 0%		Amount of GST Charged on Taxable Value : CGST 0% SGST 0% IGST 18% ZERO RATED SUPPLY 0%	
Total Value of Supply of Services (in Words)			
If GST is Payable Under Reverse Charge Basis		No	
<b>Bank Details :</b> Name of Beneficiary: TAXMARVEL CONSULTING SERVICES LLP Beneficiary Bank Name: ICICI Bank Bank Account Number: 180405002832 Type of Account: Current Account Bank Address: Financial District Branch, Nanakramguda, Plot no 12, Hyderabad, Telangana - 500032 MICR Code: 500229059 IFSC Code: ICIC0001804		Once the payment is done, please provide us payment details for updating our records.  <b>ROHIT KUMAR SINGH</b> Rohit Kumar Singh Designated Partner	

# 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

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



# Credit Note



Invoice Number 87  
Invoice Date December 17, 2018

**CREDIT NOTE 1**  
Date December 17, 2018

## 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 2-1ESCTPD  
A/C No. 200000421003  
IFSC- ESFB0001001  
Bank- Equitas Bank, Jalore  
GSTIN: 08CGOPB5049L120

## Bill to:

A-One Computer  
Jalore  
Jalore, Rajasthan (RJ - 08), PIN Code 343001, India  
9001447413 Bhanwar Solanki  
Place of Supply: RJ (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

Total: ₹ Fourteen Thousand Five Hundred Seventy Eight Only  
AUTHORIZED SIGNATORY

TOTAL BEFORE TAX 12,354.60  
TOTAL TAX AMOUNT 2,223.83  
ROUNDED OFF (-) 0.43  
TOTAL AMOUNT ₹ 14,578

# Delinking of Credit / Debit Notes from Invoice

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

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.

**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



The screenshot shows the 'Credit/Debit Notes (Registered) - Add Note' form on the GSTN portal. The form is titled 'Credit/Debit Notes (Registered) - Add Note' and includes a note: 'Note: Please provide Original Invoice no. & date against which the Credit/Debit note is declared in the respective fields'. A legend indicates that an asterisk (\*) denotes mandatory fields. The form contains the following fields:

Receiver GSTIN/UIN*	Receiver Name	Debit/Credit Note No.*
<input type="text"/>	<input type="text"/>	<input type="text"/>
Debit/Credit Note Date*	Original Invoice Number*	Original Invoice Date*
<input type="text" value="DD/MM/YYYY"/>	<input type="text"/>	<input type="text" value="DD/MM/YYYY"/>
Note Type*	Note Value*	Supply Type*
<input type="text" value="Select"/>	<input type="text"/>	<input type="text" value="Inter-State"/>

# 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

**Credit/Debit Notes (Registered)- Add Note**

Indicates Mandatory Fields

☐ Deemed Exports

☐ SEZ Supplies with payment

☐ SEZ Supplies without payment

☐ Supply attract Reverse Charge

☐ Intra-State Supplies attracting IGST

☐ Is the supply eligible to be taxed at a differential percentage (%) of the existing rate of tax; as notified by the Government?

Receiver GSTIN/UIN \*

Receiver Name

Debit/Credit Note No. \*

Debit/Credit Note Date \*

DD/MM/YYYY

Note Type \*

Select

Note Value (₹) \*

POS ⓘ \*

Select

Supply Type

BACK

SAVE

**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	<ul style="list-style-type: none"><li>- Taxpayers covered by section 10 or 11</li><li>- Relaxation if value is less than Rs.200</li><li>- Read with Rule 49 (Slide 13)</li></ul>
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 than Rs. 5000 in a day from one or all suppliers.	Consolidated invoice for URD
Proviso 3:	<b>Export of goods or service Following should be mentioned on invoice:</b> <b>a) "SUPPLY MEANT FOR EXPORT/SUPPLY TO SEZ UNIT OR SEZ DEVELOPER FOR AUTHORISED OPERATIONS ON PAYMENT OF INTEGRATED TAX"</b> <b>b) "SUPPLY MEANT FOR EXPORT/SUPPLY TO SEZ UNIT OR SEZ DEVELOPER FOR AUTHORISED OPERATIONS UNDER BOND OR LETTER OF UNDERTAKING WITHOUT PAYMENT OF IGST".</b>	Export supply on payment of IGST  Export supply on LUT without payment of IGST

# Export Invoice

## INVOICE

EXPORT INVOICE  
SUPPLY MEANT FOR EXPORT  
WITH PAYMENT OF INTEGRATED TAX  
(Invoice under Rule 46 of Central Goods and Services Rules, 2017)

INV No.: 2021-03-019  
INV Date: March 31, 2021  
PID No.: 10094

**TO:**  
**Hexagon Global IT Solutions SDN BHD**  
Suite 13.03 13<sup>th</sup> floor  
Menara Tan & Tan, 207  
Jalan Tun Razak 50400 Kuala Lumpur  
Malaysia

**For,**  
mPower Product

**REF:**  
**PO No:**  
**PO Date:**

**PLACE OF SUPPLY:** Malaysia

DESCRIPTION	AMOUNT IN MYR
mPower License	150,000
<b>TOTAL TAXABLE VALUE (A)</b>	<b>150,000</b>
Add: IGST: 18 %	27,000
<b>TOTAL TAXES (B)</b>	<b>27,000</b>
<b>GRAND TOTAL (A) + (B)</b>	<b>177,000</b>

(MYR One Hundred And Seventy Seven Thousand Only)

**Payment Instructions:**

Account Number: 50200051109424; Account Type: Current  
Beneficiary Name: Hexagram Fintech Pvt. Ltd  
Bank: HDFC Bank  
Branch: HSR Layout, Bangalore - 560 102  
IFSC Code: HDFC0003758; SWIFT Code: HDFCINBB

**GST :** 29AAFCH3318G12N

**SAC :** 998314

**Description of SAC:** Information Technology Design and Development Services

**Whether Tax Payable On Reverse Charge Basis:** NO

**CIN :** U72900KA2020PTC135994

**PAN :** AAFCH3318G

**TAN :** BLRH11644D

**MSME :** KR030017183

**IE Code :** AAFCH3318G

Make all checks payable to Hexagram Fintech Pvt. Ltd.  
Due in 15 days. Overdue accounts subject to a service charge of 1% per month.

**Thank you for your business!**

**Hexagram FinTech Private Limited**

First Floor, MM Plaza, No. 1236, 18th Cross, 5th Main, Sector 7, HSR Layout, Bengaluru -560102, India  
P: +91-80-6743-9900 | e : [info@hexagram.in](mailto:info@hexagram.in)  
**CIN : U72900KA2020PTC135994**

**For Hexagram Fintech Pvt. Ltd**



Ravindranath Ramakrishna  
Ravindranath  
h  
Ramakrishna  
Digitally signed by  
Ravindranath  
h  
Ramakrishna  
DN: cn=20210415  
140036 v1#00

# 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 <ul style="list-style-type: none"><li>a) Recipient is not a registered person</li><li>b) Recipient does not require such invoice.</li><li>c) Supplier shall issue a consolidated tax invoice for all such supplies at the close of each day.</li></ul>
--	---

---

# 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 <b><u>unregistered person.</u></b>	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	<ul style="list-style-type: none"><li>- <b><i>Insurer</i></b></li><li>- <b><i>Banking company</i></b></li><li>- <b><i>Financial institution</i></b></li></ul>	Within 45 days from the date of supply of service
Proviso 2	<ul style="list-style-type: none"><li>- <b><i>An insurer</i></b></li><li>- <b><i>A banking company</i></b></li><li>- <b><i>A Financial institution including an NBFC</i></b></li><li>- <b><i>A Telecom operator</i></b></li><li>- <b><i>Specified class</i></b></li></ul>	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 <b>before / at the time of:</b>	Invoice shall be issued <b>before / after</b> the provision of service, <b>but within 30 days*</b> from the date of supply
a) <b><u>Where supply involves movement of goods:</u></b> Removal of goods for supply to the recipient	<b>*45 days</b> in case of insurer, banking company / financial institution including NBFC
b) <b><u>Other cases:</u></b> Delivery of goods or making them available to the recipient	<p><b>Note:</b> An <b>insurer</b> or a <b>banking</b> company or a <b>financial institution</b>, including a <b>non-banking financial company</b>, or a <b>telecom operator</b>, 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 25→</p> <p><i>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</i></p>

# Manner of issuing invoices

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

# Spot the Errors

## INVOICE

INV No.: 2021-03-010  
INV Date: March 31, 2021  
PID No.: 100147

**TO:**  
**Mr. Vaibhav Joshi**  
**HDFC Asset Management Company Limited**  
**2nd Floor, HDFC House, 165-66, H. T. Parekh**  
**Marg**  
**Backbay Reclamation, Churchgate**  
**Mumbai – 400 020.**

**For,**  
Hexagram mPower – Support Resource

GST: 27AAACH7614L1ZE

**PLACE OF SUPPLY: Maharashtra**

DESCRIPTION	AMOUNT IN INR
Hexagram mPower – On-site Support Resource [1.3 Lacs Per Month] - Period: Feb 2021 to Apr 2021	3,90,000
<b>TOTAL TAXABLE VALUE (A)</b>	<b>3,90,000</b>
Add: IGST: 18 %	70,200
<b>TOTAL TAXES (B)</b>	<b>70,200</b>
<b>GRAND TOTAL (A) + (B)</b>	<b>4,60,200</b>

**(Rupees Four Lakhs Sixty Thousand and Two Hundred Only)**

**Payment Instructions:**

Account Number: 50200051109424  
Account Type: Current  
Beneficiary Name: Hexagram Fintech Pvt. Ltd  
Bank: HDFC Bank  
Branch: HSR Layout, Bangalore – 560 102  
IFSC Code: HDFC0003758  
SWIFT Code: HDFCINBB

**GST : 29AAFCH3318G1ZN**

**HSN : 998314**

**Description of HSN:** Information Technology Design and Development Services

**Whether Tax Payable On Reverse Charge Basis:** NO

**CIN :** U72900KA2020PTC135994

**PAN :** AAFCH3318G

**TAN :** BLRH11644D

**MSME :** KR030017183

**IE Code :** AAFCH3318G

Make all checks payable to Hexagram Fintech Pvt. Ltd. Total due in 15 days.  
Overdue accounts subject to a service charge of 1% per month.



**Ravindranath Ramakrishna**

Digitally signed by  
Ravindranath  
Ramakrishna  
date: 2021.05.31  
2:08:26 +05'30'

# Spot the Errors

1

Original for Recipient  
Duplicate for Supplier

## INVOICE

INV No.: 2122-04-005  
INV Date: April 29, 2021  
PID No.: 100153

TO:  
NAVI TECHNOLOGIES PVT LTD.  
3<sup>RD</sup> FLOOR SALARPURIA BUSINESS CENTRE  
93 5<sup>TH</sup> A BLOCK KORAMANGALA INDL LAYOUT  
Bangalore – 560 095

For,  
mPower

REF:  
PO No:  
PO Date:

GST: 29AAICB1598F1ZE

PLACE OF SUPPLY: Karnataka

DESCRIPTION	AMOUNT IN INR
mPower Usage fees for Corporate Treasury (April, May and June-2021)	2,25,000
<b>TOTAL TAXABLE VALUE (A)</b>	<b>2,25,000</b>
Add: CGST: 9 %	20,250
Add: SGST: 9 %	20,250
<b>TOTAL TAXES (B)</b>	<b>40,500</b>
<b>GRAND TOTAL (A) + (B)</b>	<b>2,65,500</b>

(Rupees Two Lakhs Sixty Five Thousand And Five Hundred Only)

### Payment Instructions:

Account Number: 50200051109424; Account Type: Current  
Beneficiary Name: Hexagram Fintech Pvt. Ltd  
Bank: HDFC Bank  
Branch: HSR Layout, Bangalore – 560 102  
IFSC Code: HDFC0003758  
SWIFT Code: HDFCINBB

GST : 29AAFCH3318G1ZN

HSN : 998314

Description of HSN: Information Technology Design and Development Services

Whether Tax Payable On Reverse Charge Basis: NO

CIN : U72900KA2020PTC135994

PAN : AAFCH3318G

TAN : BLRH11644D

MSME : KR030017183

IE Code : AAFCH3318G

Check Board Resolution  
or Authorised Signatory on Portal

Make all checks payable to Hexagram Fintech Pvt. Ltd. Total due in 15 days.  
Overdue accounts subject to a service charge of 1% per month.

Thank you for your business!

Hexagram FinTech Private Limited

First Floor, MM Plaza, No. 1236, 18th Cross, 5th Main, Sector 7, HSR Layout, Bengaluru -560102. India

P: +91-80-6743-9900 | e : [info@hexagram.in](mailto:info@hexagram.in)

CIN : U72900KA2020PTC135994

2

Replace HSN by SAC

3

For Hexagram Fintech Pvt. Ltd



Ravindranath Ramakrishna

Ravindranath  
Ramakrishna

Digitally signed by  
Ravindranath Ramakrishna  
Date: 2021.04.29 15:05:07  
+05'30'

# Bill of supply: Rule 49

Rule No.	Items to be covered in a Bill of supply
Rule 49	<b>Bill of Supply (Section 31(3) (c) shall have following details</b> <ol style="list-style-type: none"><li><b>1. Name , Address and GSTIN of Supplier</b></li><li><b>2. A consecutive serial number not exceeding 16 characters</b></li><li><b>3. Date of issue</b></li><li><b>4. Name, address and GSTIN of recipient (If registered)</b></li><li><b>5. HSN code</b></li><li><b>6. Description of supply</b></li><li><b>7. Value of supply</b></li><li><b>8. Signature or DSC of supplier or authorised representative</b></li></ol>
Proviso 1	<b>Provisions of rule 46 will apply mutatis mutandis</b>
Proviso 2	<b>Any tax invoice or similar document in any other Act for non-taxable supply shall be treated as bill of supply</b>

# Receipt Voucher: Rule 50

---

Rule No.	Coverage
----------	----------

Rule 50	A receipt voucher is required u/s 31(3)(d) shall contain the following items. Receipt voucher is required to be issued at the time of receipt of advance by supplier.
---------	--

- |   |  |
|---|--|
| 1. Name, address and GSTIN of supplier                                | 8.Amount of tax (not applicable to the supplier of goods as no tax payable at the time of advance) |
| 2. Serial number (not more than 16 digits)                            | 9.Place of supply along with name and code of state.   |
| 3. Date of issue  | 10. Whether tax is chargeable on reverse charge basis.   |
| 4. Name, address and GSTIN of recipient of supply if he is registered | 11. Signature  |
| 5. Description of supply  |  |
| 6. Amount of advance  |  |
| 7. Rate of tax  |  |

---

**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	3717D9A44AC81Z5	Bill Date	18/09/2017
State	37-Andhra Pradesh	Bill No.	T1024
PAN	ARGPV06ERP	Reference No.	-

**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** -

Item	HSN / SAC	Quantity	Rate / Item (₹)	Discount (₹)	Total (₹)
1. Rice	1006	50.00 KGS	55.00	-	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
Rule 51	<b>A refund voucher is required u/s 31(3)(e) shall contain the following items. Refund voucher is issued when an advance is refunded without a supply and invoice.</b>
<b>1. Name, address and GSTIN of supplier</b>	<b>9.Amount of tax (not applicable to the supplier of goods as no tax payable at the time of advance)</b>
<b>2. Serial number (not more than 16 digits)</b>	<b>10. Whether tax is chargeable on reverse charge basis.</b>
<b>3. Date of issue</b>	<b>11. Signature</b>
<b>4. Name, address and GSTIN of recipient of supply if he is registered</b>	
<b>5. Number and date of receipt voucher issued u/r 50</b>	
<b>6. Description of supply</b>	
<b>7. Amount of refund made</b>	
<b>8. Rate of tax</b>	

# 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
2. 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

# 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                                | 8. Amount of tax   |
| 2. Serial number (not more than 16 digits)                            | 9. Place of supply |
| 3. Date of issue  | 10. Signature      |
| 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  |                    |
-

# 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

---

Rule No.	Invoice /DN/CN raised by a unit having same PAN as of ISD
----------	---

- |             |  |
|-------------|--|
| Rule 54(1A) | <ul style="list-style-type: none"><li>- Name, address and GSTIN of person having same PAN</li><li>- Serial number</li><li>- Date of issue</li><li>- GSTIN of supplier</li><li>- Name, address and GSTIN of ISD</li><li>- Taxable value, rate and amount of credit to be transferred</li><li>- Signature or digital signature of the registered person or his authorised representative</li></ul> |
|-------------|--|

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]<sup>32</sup> 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]<sup>33</sup>, 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) – Passenger Transportation Service

---

- 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



**Zylker India,**  
44 Annasalai,  
Chennai 600002, India.

GSTIN: 33GSPTN0371G1ZD  
Phone: 98573829384  
PAN 312456789

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

GSTIN: 33GSPKA0371G1FE  
Phone: 982309583  
Circuit ID: 57686533GSPKA0371G1FE

Place Of Supply: Tamil Nadu (33)

## Delivery Challan

Delivery Challan# DC-00007

Challan Date : 05 Sep 2017

Ref# : 342323

Challan Type : Job Work

#	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
CGST 1.5 (1.5%)					104.85
SGST 1.5 (1.5%)					104.85
Rounding					0.30
Total					₹7,200.00

Total In Words: *Rupees seven thousand two hundred*

# Rule 55: Transportation of goods without invoice

Rule 55 (2)	<p>The delivery challan shall be prepared in triplicate, in case of supply of goods, in the following manner, namely:—</p> <ul style="list-style-type: none"><li>(a) the original copy being marked as ORIGINAL FOR CONSIGNEE;</li><li>(b) the duplicate copy being marked as DUPLICATE FOR TRANSPORTER; and</li><li>(c) the triplicate copy being marked as TRIPLICATE FOR CONSIGNER.</li></ul>
Rule 55 (3)	<p>Where goods are being transported on a delivery challan in lieu of invoice, the same shall be declared as specified in rule 138.</p>
Rule 55(4)	<p>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</p>

# CKD,SKD units and invoice for transportation company

Rule 55(5)	<p>Where the goods are being transported in a semi knocked down or completely knocked down condition -</p> <p>(a) the supplier shall issue the complete invoice before dispatch of the first consignment;</p> <p>(b) the supplier shall issue a delivery challan for each of the subsequent consignments, giving reference of the invoice;</p> <p>(c) each consignment shall be accompanied by copies of the corresponding delivery challan along with a duly certified copy of the invoice; and</p> <p>(d) the original copy of the invoice shall be sent along with the last consignment</p>
Rule 55A	<p><b>Tax Invoice or bill of supply to a company transport of goods</b></p> <p>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.</p>

# 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)

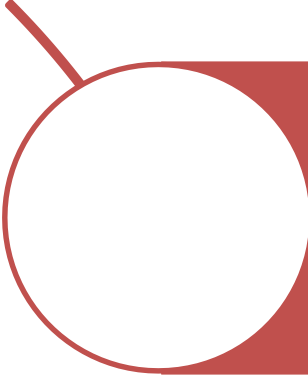
Check for GST Rate and Value

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

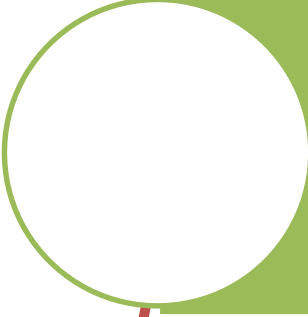
# Electronic Invoice in GST



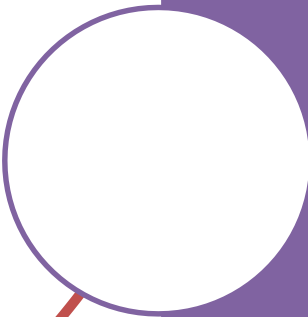
# E-Invoice - Introduction



'E-invoicing' or 'electronic invoicing' is a system where 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 an invoice generated on computer or through software or accounting package

This is a system of generating invoices centrally

E-Way bill is not to be generated in case E-invoice is generated

E-Invoice is implemented for standardization of invoice across all industry

Debit or credit notes are not included for E-invoice implementation

E-Invoice shall enhance compliance burden

Complex process is involved in generation of E-Invoice



# E-Invoice System Flow – Seller to Buyer

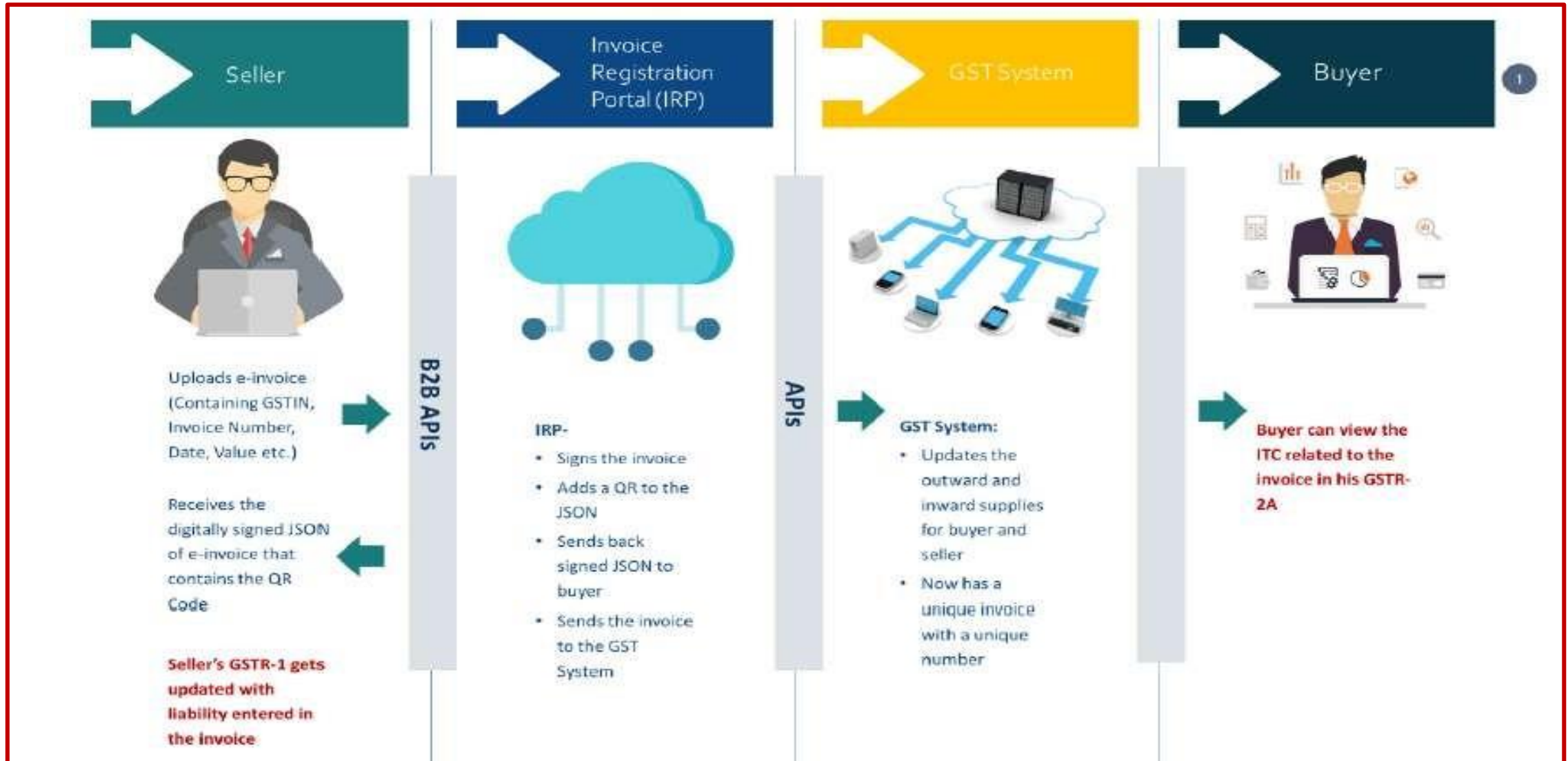


Image – GSTN Presentation

## E-Invoice threshold History

Sl. No	Limit	Applicability Date	Notification No
1	Rs 20 Crores	01-04-2022	01/2022-Central Tax dated 24-02-2022
2	Rs 50 Crores	01-04-2021	05/2021 – Central Tax dated 08-03-2021
3.	Rs 100 Crores	01-01-2021	88/2020 – Central Tax dated 10-10-2020
4	Rs 500 Crores	01-10-2020	61/2020 – Central Tax dated 30-07-2020; and 71/2020 – Central Tax dated 30-07-2020

# 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)

# Linking GSTR 1 with E-Invoice

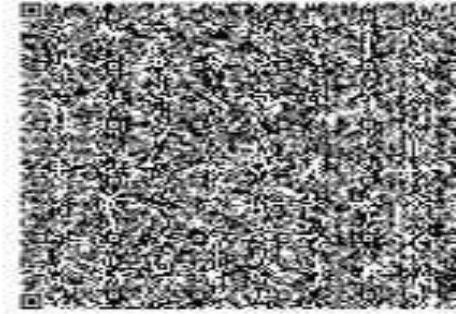
S No	E-invoice Field name	GSTR1 field name
14	Quantity	Quantity (Table 12)
15	UQC (UOM)	UQC (Unit of Measure) of goods sold (Table 12)
16	GST Rate	Rate
17	Taxable Value	Taxable value of Goods or Service as per invoice
18	IGST_amt	IGST Amount as per item
19	CGST_amt	CGST Amount as per item
20	SGST_UTGST 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



# E-Invoice Sample

## Government of India e-Invoice System



### 1.e-Invoice Details

IRN d843bde0f8009e427ea7bae5f3e0ee427ef961-21eb4c61fb2fe946ed92206722 Ack. No : 11201000038-5333 Ack. Date : 2020-08-19 10:31:00

### 2.Transaction Details

Category : B2B Document No : 89902 Transaction Type : REG - Regular  
Document Type : Invoice Document Date : 1-Apr-2020

### 3.Party Details

#### Seller

GSTIN [REDACTED]  
EInvoice\_demo\_data  
Satara Road Pune  
Pune  
Pune  
587111 Karnataka

#### Purchaser

GSTIN [REDACTED]  
Pune  
Pune  
Pune  
411037 Maharashtra

### 4.Goods Details

Product Name	Product Description	HSN Code	Quantity	Unit	Unit Price (RS)	Taxable Amount	Tax Rate(C+S+I+Cess  State Cess+Cess Non. Advol)		
Pen	Pen1001	1001	10	Nos	100	1,000.00	0+0+18+0+0+		
Tax'ble Amount	CGST Amt	SGST Amt	IGST Amt	CESS Amt	State CESS Amt	CESS Non. Advol Amt	Discount	Other Charges	Total Inv. Amt
1,000.00	0.00	0.00	180.00	0.00	0.00	0.00	0.00	0.00	1,180.00

Generated By : [REDACTED]  
Print Date : 14-Sep-2020 15:05



Digitally Signed by NIC-IRP  
2020-08-19 10:31:00

# FAQ Related to E-Invoice

Query	Response
<b>How do I verify if my entity is to be registered for E-Invoicing?</b>	Threshold Turnover for preparing E-Invoice is Rs 20 Crores. Any entity which is listed for Implementation of E-Invoice can verify the status at the following link <a href="https://einvoice1.gst.gov.in/Others/EinvEnabled">https://einvoice1.gst.gov.in/Others/EinvEnabled</a> by providing GST Number on the E-Invoicing Portal.
<b>What are the documents covered for E-Invoicing?</b>	The taxpayers need to report the following documents to the e-invoice system Invoice by Supplier Credit Note by Supplier Debit Note by Supplier
<b>Will e-invoice schema cater to reverse charge mechanism?</b>	Yes, E-invoice system has a reverse charge mechanism reporting as well

# FAQ Related to E-Invoice

Query	Response
<b>What are the different Supply types available in e-Invoice portal?</b>	<p>The different supply types that can be reported are</p> <ul style="list-style-type: none"><li>✓ B2B: Business to Business,</li><li>✓ SEZWOP: To SEZ with Payment,</li><li>✓ SEZWOP: To SEZ without Payment,</li><li>✓ EXPWP: Export with Payment,</li><li>✓ EXPWOP: Export without Payment,</li><li>✓ DEXP: Deemed Export</li></ul>
<b>Who is responsible for generation of E-Invoice?</b>	<ul style="list-style-type: none"><li>➤ The notified tax payers have to generate the IRN for the supplies/sales.</li><li>➤ The IRN has to be generated for the documents of Invoices, Debit Notes and Credit Notes for the local, interstate and export transactions.</li><li>➤ The tax payer has to upload the complete invoice details, prepared manually or through internal ERP/accounting system, as per the format, and after due validations of the data, the system returns the IRN with the signed invoice and QR code back to the tax payer.</li><li>➤ The IRN, ACK No, Date and QR code has to be printed by the tax payer on the invoice being issued to the buyer.</li><li>➤ It may be noted that the IRN can be generated by the supplier only and not by buyer or transporter</li></ul>

## FAQ Related to E-Invoice

Query	Response
<p><b>Can an E-Invoice be cancelled?</b></p>	<ul style="list-style-type: none"> <li>❖ There is a facility to the user to cancel the IRN, if active e-way bill is not there.</li> <li>❖ The user can cancel the E-Invoice if the e-way bill is not generated or the e-way bill is cancelled post generation.</li> <li>❖ The invoice can only be cancelled in full. Part cancellation of invoice is not permitted.</li> </ul>
<p><b>I have login for E-Way bill portal. Do I need to separately create login for E-Invoicing Portal?</b></p>	<p>➤ There is a facility to login to the e-invoice system. <b>Single Sign On (SSO)</b> system has been used to login to the e-way bill and e-invoice systems. That is, if the tax payer has the username and password created on the e-way bill system, then same can be used to login to this system.</p>
<p><b>Will businesses now be required to generate e-invoices on the GST portal or the e-invoice portal?</b></p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> No, the businesses now be required to generate e-invoices on the GST portal or the e-invoice portal.</li> <li><input type="checkbox"/> The tax payer will first prepare and generate his invoice using his ERP/accounting system or manual system and then upload these invoice details to IRP and get the unique reference number, known as IRN.</li> <li><input type="checkbox"/> The e-invoice does <b>NOT</b> mean preparation or generation of tax payer's invoice on government portal.</li> <li><input type="checkbox"/> It is only intimating the government portal that invoice has been issued to the buyer, by registering that invoice on the government portal.</li> </ul>



## FAQ Related to E-Invoice

Query	Response
<b>I have already registered in GST Portal. Whether I need to register again on the E-invoice system Portal?</b>	<ul style="list-style-type: none"><li>- Yes, there is a need for separate registration again on the E-invoice system Portal.</li><li>- All the registered users under GST who wish to generate IRN need to register on E-invoice system using his GSTIN.</li><li>- Once GSTIN is entered, the system sends an OTP to his registered mobile number registered with GST Portal and after authenticating the same, the system enables him to generate his/her username and password for the E-invoice system.</li><li>- After generation of username and password of his/her choice, he/she may proceed to make entries to generate IRN.</li></ul>
<b>Will it be possible to allow invoices that are registered on invoice registration system/portal to be downloaded and/or saved?</b>	<ul style="list-style-type: none"><li>➤ The IRP after registering the invoice, will share a digitally signed e-invoice for record of the supplier. You can download the invoice for further use and action.</li></ul>

## FAQ Related to E-Invoice

Query	Response
<b>What are pre-requisites to generate the e-invoice?</b>	<ul style="list-style-type: none"><li>• 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.</li><li>• The documents such as tax invoice or Debit Note or credit Note must be available with the person who is generating the e-invoice.</li><li>• 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</li></ul>
<b>How can anyone verify the authenticity or the correctness of e-invoice?</b>	<ul style="list-style-type: none"><li>• Anyone can verify the authenticity or the correctness of e-invoice by uploading the signed JSON file or Signed QR Code into e-invoice system.</li><li>• The option '<b>Verify Signed Invoice</b>' under Search option can be selected and the signed JSON file can be uploaded and verified.</li><li>• Similarly, the QR Code Verify app may be downloaded and used to verify the QR Code printed on the Invoice.</li></ul>

## FAQ Related to E-Invoice

Query	Response
Would the Supplier be allowed to issue his own invoice and if yes, will the Invoice number and IRN be required to be mentioned?	<ul style="list-style-type: none"><li>• Yes, the supplier will issue his own system's invoice (from ERP or accounting package), in the standard e-invoice schema that has been published.</li><li>• IRN will be generated and returned by the IRP as per the process described in the concept and flow.</li><li>• Invoice will be valid only if it has IRN.</li></ul>
What is Invoice Reference Number (IRN)?	<ul style="list-style-type: none"><li>• The Invoice Reference Number (IRN) is a unique number (also known as hash) generated by the e-invoice system using a hash generation algorithm.</li><li>• For every document such as an invoice or debit or credit note to be submitted on the e-invoice system, a <b>unique 64 characters Invoice Reference Number (IRN)</b> shall be generated 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.</li><li>• This shall be <b>unique to each invoice</b> and hence be the unique identity for each invoice for the entire financial year in the entire GST System for a taxpayer.</li></ul>

# FAQ Related to E-Invoice

Query	Response
<b>Explain in detail about IRN</b>	<ul style="list-style-type: none"><li>• Each Invoice uploaded by the tax payer will get the unique number called as Invoice Reference Number (IRN).</li><li>• IRN is of 64 Characters length.</li><li>• This IRN is unique number in the GST system, irrespective of tax payer, financial year and document type.</li><li>• IRN is generated by the e-invoice system once the tax payer uploads the invoice details.</li><li>• 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).</li><li>• IRN is hash of Supplier GSTIN + Fin. Year + Doc Type + Doc Number.</li><li>• Financial Year is calculated based on the date of invoice</li><li>• Document types are INV for Invoice, CRN for Credit Note, DBN for Debit Note.</li><li>• 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 / -.</li><li>• 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.</li><li>• 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</li><li>• 01AAAAA9999A19N2019-20INVABC01234.</li></ul>

# FAQ Related to E-Invoice

Query	Response
Can I generate IRN for an Invoice for which IRN is already generated?	<ul style="list-style-type: none"><li>No, once an IRN is generated for an Invoice, IRN cannot be again generated. Only unique invoice from a taxpayer will be accepted by the e-invoice system.</li><li>E-invoice system will check in Central Registry of GST system to ensure that same invoice from same supplier pertaining to same financial year is not being uploaded again for generating one more IRN.</li></ul>
What are modes of generation of IRN?	<p><b>Offline tool</b> - Upload the invoices in standard format and generate the IRN in one go</p> <p><b>API - Through GSPs integration</b> - System-to-system integration using APIs through registered GSPs</p> <p><b>API – Direct integration</b> - System-to-System integration using API directly from Tax Payers system</p> <p><b>API - Through enabled sister concerned GSTIN</b> - System-to-System integration using API through the 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)</p> <p><b>E-Way Bill API enabled Tax Payers</b> - System-to-System integration using API for already E-Way Bill enabled Tax Payers</p> <p><b>Web Based</b> – Entry in IRP Portal (<a href="https://einvoice1.gst.gov.in/">https://einvoice1.gst.gov.in/</a>)</p> <p><b>Through Mobile App</b></p>

## FAQ Related to E-Invoice

Query	Response
How long will the generated e-invoice be available in the government portal?	<ul style="list-style-type: none"><li>Once the e-invoice system has validated and registered an IRN, it will be made available to the taxpayer for reference on e-invoice system for only 24 hours.</li></ul>
Can IRN be deleted or cancelled?	<ul style="list-style-type: none"><li>The IRN once generated cannot be modified or deleted. However, if IRN is generated with wrong information, it can be cancelled.</li><li>Once it is cancelled, the IRN cannot be generated on the same invoice.</li><li>The cancellation is required to be done <b><i>within twenty-four (24) hours</i></b> from the time of generation</li></ul>
If there is a mistake or wrong entry in the e-invoice, what has to be done?	<ul style="list-style-type: none"><li>If there is a mistake, incorrect or wrong entry in the e-invoice, then it cannot be edited or corrected. Only option is cancellation of e-invoice and generation of a new one with correct details.</li></ul>

## FAQ Related to E-Invoice

Query	Response
Whether e-invoices generated through GST system can be partially / fully cancelled?	<ul style="list-style-type: none"><li>• E-Invoice can't be partially cancelled. It has to be fully cancelled.</li><li>• Cancellation has to be done as per process defined under Accounting Standards.</li><li>• The e-invoice mechanism enables invoices to be cancelled.</li><li>• This will have to be triggered through the IRP, if done within 24 hours.</li><li>• <b><i>After 24hours, the same will need to be done on the GST System.</i></b></li></ul>
Does the e-invoice allow the declaration of export invoices/ zero rated supplies ( Goods on what GST is not Applicable or free from Tax)?	<ul style="list-style-type: none"><li>• Yes, it allows the declaration of export invoices / zero rated supplies.</li></ul>
With the introduction of e-invoices, what are the documents need to be carried during transit of goods?	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

## FAQ Related to E-Invoice

Query	Response
<b>Please clarify whether exports would require e-invoice compliance</b>	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
<b>Will it be possible to print the e-invoice?</b>	<ul style="list-style-type: none"><li>• 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).</li><li>• 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.</li><li>• Seller must place the QR Code on the print of the invoice. This will enable its validation.</li></ul>
<b>Where can I get the details of API Integration?</b>	Please visit the site <a href="https://einv-apisandbox.nic.in/">https://einv-apisandbox.nic.in/</a> for all the details of API Integration



Thank you

