



**PUBLIC**

# **How to Use Tax Deduction at Source (TDS)**

**Applicable Release:**

**SAP Business One 8.8**

**India**

**English**

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## Background of requirement

**Income Tax Act (1961)** stipulates that tax should be deducted at source on certain incomes/payments at the rates prescribed. The rates and details on applicability and the exemptions possible are listed under the different section of the act.

Some of the incomes/payments, which attract this provision, are listed below:

- Payment to contractors/sub-contractors *Section 194C*
- Interest on securities *Section 193*
- Dividends *Section 194*
- Rent *Section 194I*
- Other interest *Section 194A*
- Insurance Commission *Section 194D*
- Fees for professional or technical services *Section 194J*

As of today TDS have three component i.e. Base Tax (based on nature of Assesses and service/payment), Cess@2% and Higher & Secondary Education Cess@1%.

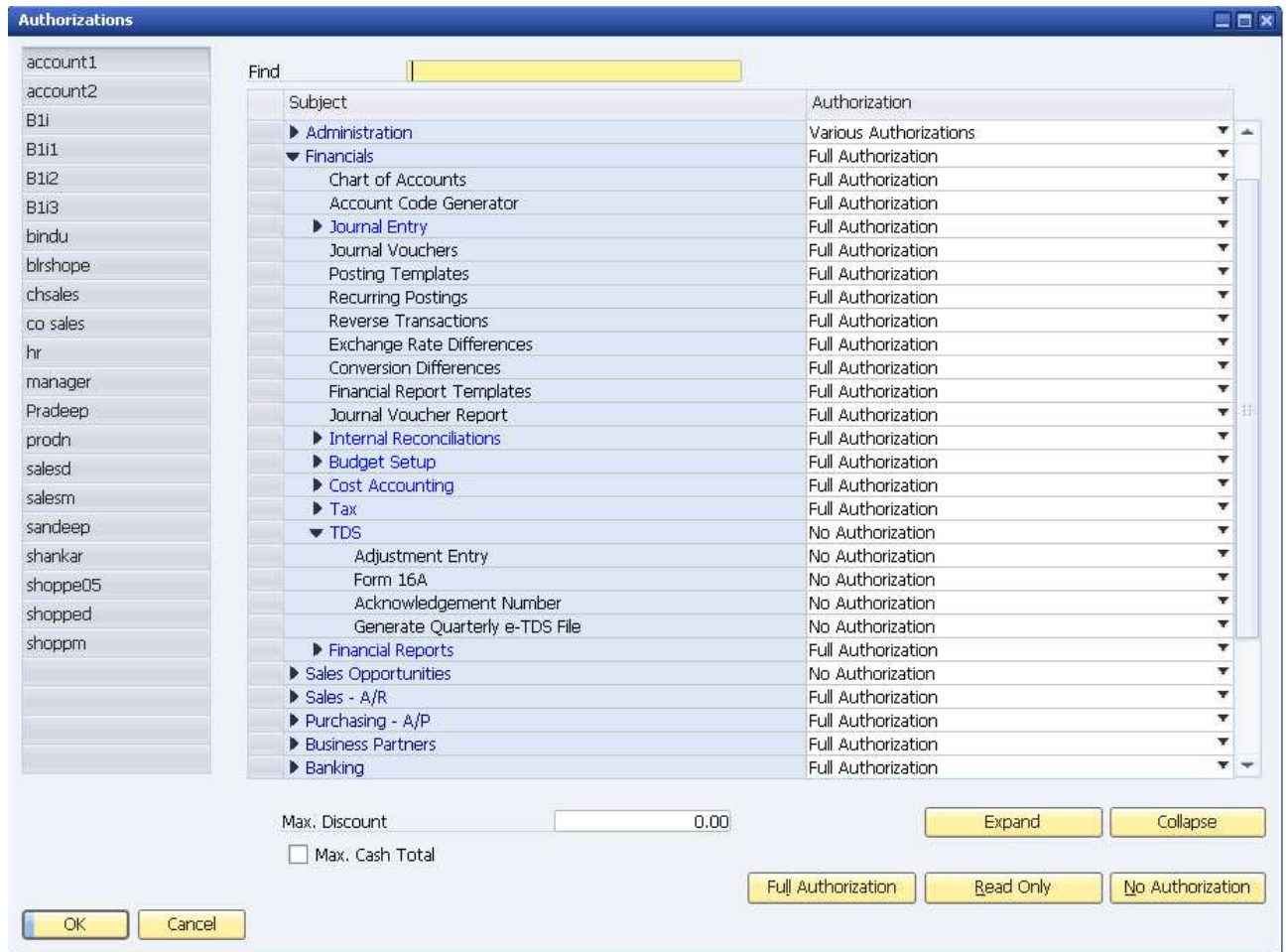
# Master Setup

## Authorizations

Each user has to be assigned the authorization for the TDS masters and transactions as per company matrix (Roles).

Administration → System Initialization → Authorizations

The screenshot shows the 'Authorizations' dialog box in SAP. On the left, a list of users is displayed, including 'account1', 'account2', 'B11', 'B111', 'B112', 'B113', 'bindu', 'blrshope', 'chsales', 'co sales', 'hr', 'manager', 'Pradeep', 'prodn', 'salesd', 'salesm', 'sandeep', 'shankar', 'shoppe05', 'shopped', and 'shoppm'. The main area contains a search field and a tree view of authorization objects. The tree is expanded to show the 'TDS' folder, which includes sub-objects like 'Financial Year Master', 'Sections', 'Nature of Assessee', 'Certificate Series', 'Cash Flow Line Items', 'Sales Opportunities', 'Purchasing', 'Business Partners', 'Banking', and 'Inventory'. The 'Authorization' column for these objects is currently set to 'No Authoriz:'. At the bottom, there are buttons for 'Full Authorization', 'Read Only', and 'No Authorization', along with 'Max. Discount' and 'Max. Cash Total' checkboxes.



## Financial Year-TDS

All TDS transactions are attached to a Financial year defined by The Income Tax Act 1961 i.e. April-March

As per the e-TDS return specification TDS Financial year should be 6 characters.

For example: For Assessment year 2009-10 code should be 200910.

According to the Income Tax law the Assessment Year means the period of twelve months commencing on the 1st day of April every year following the Financial Year. System shall restrict user to define the financial year more /less than 12 months.

The user will provide the Start Date and End Date of the financial year.

System will use Start Date and End Date information to filter, TDS related data for the financial year

Administration → Setup → Financials → TDS → Financial Year Master



Field Name	Description	Type/Length	Field Status	Business Rules
<i>Code</i>	Allow user to give TDS Financial Year Code	Numeric (6)	Blank, Mandatory, Editable	The user to define unique code for the TDS financial year.
<i>Description</i>	Allow user to give TDS Financial Year Description	Alphanumeric (30)	Blank, Mandatory, Editable	The user to enter description for the TDS financial year.
<i>Start Date</i>	Allow user to provide start date of the financial year	Core Product Date field	Blank, Mandatory, Editable	The user to select Start date for the TDS financial year. Must be First day of Calendar Month
<i>End Date</i>	System shall define End date according to start date	Core Product Date field	Blank, Mandatory, Non-Editable	System shall input End date for the TDS financial year based on Start Date.
<i>Assessment Year</i>	Allow user to give TDS Assessment Year Code	Numeric (6)	Blank, Mandatory, Editable	The user to enter unique Assessment Year Code for the TDS Assessment year.

## Certificate Series

The Certificate Series no. will be required to be mentioned in Report (Certificate) generated from the system.

The Report (Certificate) is issued to the person whose tax has been deducted.

The Report (Certificate) carries unique certificate no. for control and identification purposes.

Administration → Setup → Financials → TDS → Certificate Series

#	Code	Prefix	First No.	Next No.	Last No.	Section	Location
1	I001	194IDelhi	1	1		194I	Delhi
2	J001	194JDelhi	1	1	10000	194J	Delhi
3	A001	194ADelhi	10	13	10000	194A	Delhi
4	G001	194GAll	1	1	10000	194C	
5	H001	194HAll	1	1	10000	194H	
6	N001	NewAll	1	1	10000	New	
7			1	1		194A	

Certificate Series shall be refreshed on click of Refresh button each year. User can decide for refresh time for Certificate series after generation of Form16A and filing eTDS returns.

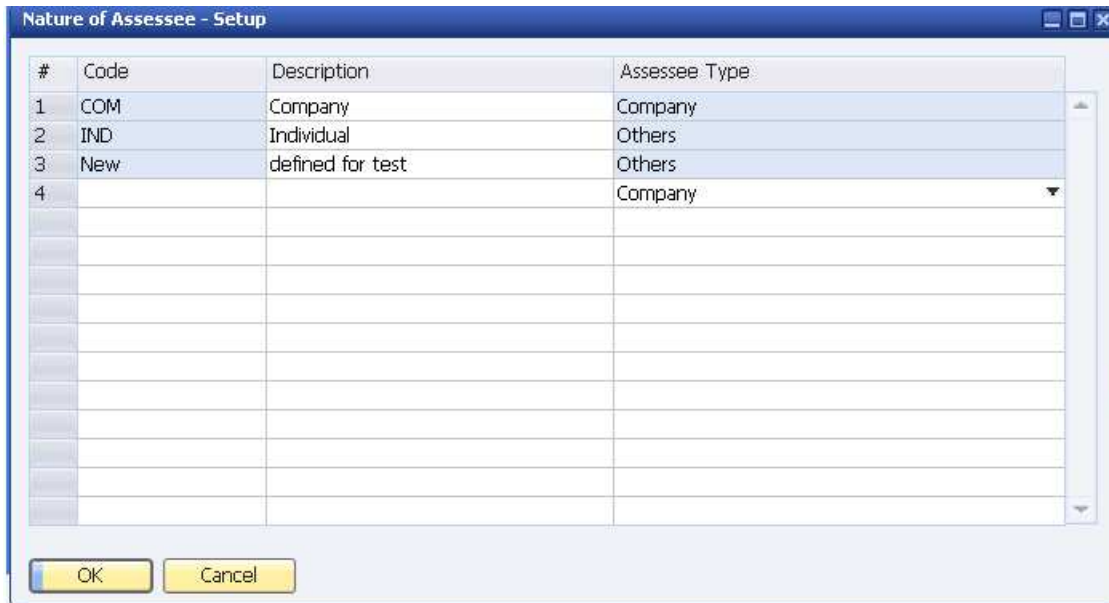
Field Name	Description	Type/Length	Field Status	Business Rules
<b>Code</b>	To allow user to give Code	Alphanumeric (4)	Blank, Unique, Mandatory, Editable	The user to define the TDS Series Code.
<b>Prefix</b>	To allow user to give prefix of the series	Alphanumeric (20)	Blank, Optional, Editable	The user to give the prefix of the series.
<b>First No.</b>	Displays first number of the series	Core Product No. field Type and Size	Blank, Mandatory	This displays the first No. of the series
<b>Next No.</b>	Displays next number of the series	Core Product No. field Type and Size	Blank, Automatic incremented	This displays the next No. of the series
<b>Last No.</b>	Displays last number of the series	Core Product No. field Type and Size	Blank, Optional	This displays the Last No. of the series
<b>Section Code</b>	Allow to select section	NA	Drop Down	User can select value from Section Code-setup form
<b>Location</b>	To select location for which the series was created.	Drop Down to show all Locations defined.	Optional, Editable, NULL means ALL	The user to select location for which the series was created.  (Location from DB)

## Nature of Assessee

Different types of assessee types are defined by The Income Tax Act, 1961 for assessing their liability to deduct TDS on various payments/income under different sections.

Broad categories are Company and others.

Administration → Setup → Financials → TDS → Nature of Assessee



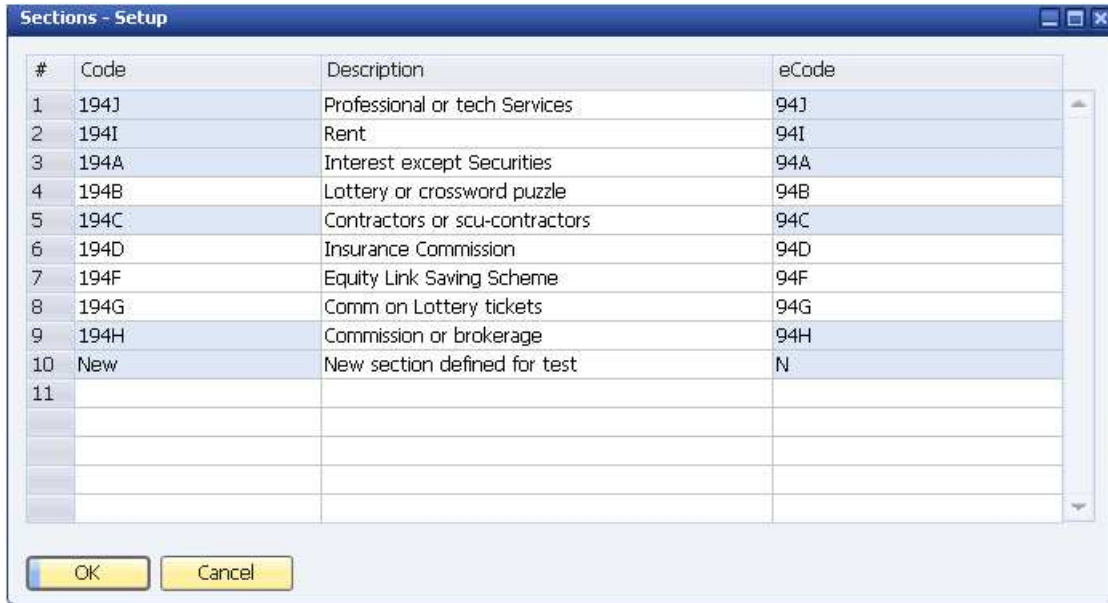
Field Name	Description	Type/Length	Field Status	Business Rules
<i>Code</i>	To allow user to give Code for Assessee	Alphanumeric (4)	Blank, Unique, Mandatory, Editable	The user to define the Code for Assessee.
<i>Description</i>	To allow user to give description of the Assessee Code	Alphanumeric (100)	Blank, Mandatory, Editable	The user to give the description of the Assessee Code.
<i>Assessee Type</i>	To allow user to select Assessee Type	Drop Down Option 1. Company 2. Others	Default Company, Editable	The user to change/select appropriate Assessee type

## Section Codes

Each payment/income is subjected to certain section defined by The Income Tax Act, 1961 enlisting type of payments/income within scope, sections, rates; etc

Some of the sections are predefined by system as default/local settings.

Administration → Setup → Financials → TDS → Sections



Field Name	Description	Type/Length	Field Status	Business Rules
<i>Code</i>	To allow user to give Section Codes	Alphanumeric (4)	Blank, Unique, Mandatory, Editable	The user to define the Code.
<i>Description</i>	To allow user to give description of the Section Code	Alphanumeric (30)	Blank, Mandatory, Editable	The user to give description of the Code.
<i>eCode</i>	To define eCode for eTDS return	Alphanumeric (3)	Blank, Unique, Mandatory, Editable	The user to give the Code as per List attached in Annexure.

### Withholding Code Setup

This is the main Withholding tax setup where user can define the combination of different properties.

User should define different AP and AR account for each component of TDS i.e. Base tax, Surcharge, cess and Higher & Secondary education cess.

Return type 27 is for non-salary deductor and 26 are for salary deductor.

Administration → Setup → Financials → Tax → Withholding Tax Code

Withholding Tax - Setup

#	WTax Code	Section	WTax Name	Threshold	Surcharge	Category	Co...	Effective From	Assessee	Rate	Base Type	% Base Am...	TDS Percentage	Surcharge Pe...	eCESS ...
1	CD1I	194A	001 ~ Consesion	20,000.00	40,000.00	Invoice		01/01/06	New	1.07	Net	100.00	1	5	
2	CO1P	194A	001 ~ Consesion	20,000.00	40,000.00	Payment		01/01/06	New	1.07	Net	100.00	1	5	
3	TO1I	194A	001 ~ Company	20,000.00	40,000.00	Invoice		04/01/08	COM	16.22	Net	100.00	15	5	
4	TO1P	194A	001 ~ Company	20,000.00	40,000.00	Payment		04/01/08	COM	16.22	Net	100.00	15	5	
5	TO3I	194A	001 ~ Individual	20,000.00	40,000.00	Invoice		01/01/06	IND	11.33	Net	100.00	10	10	
6	TO3P	194A	001 ~ Individual	20,000.00	40,000.00	Payment		01/01/06	IND	11.33	Net	100.00	10	10	
7	TO4I	194I	002 ~ Company	0.00	0.00	Invoice		01/01/06	COM	11.33	Gross	100.00	10	10	
8	TO4P	194I	002 ~ Company	0.00	0.00	Payment		01/01/06	COM	11.33	Gross	100.00	10	10	
9	TO5I	194I	003 ~ Individual	30,000.00	50,000.00	Invoice		01/01/06	IND	5.41	Net	100.00	5	5	
10	TO5P	194I	003 ~ Individual	30,000.00	50,000.00	Payment		01/01/06	IND	5.41	Net	100.00	5	5	
11	TO6I	194J	004 ~ Company	10,000.00	30,000.00	Invoice		01/01/06	COM	11.33	Gross	100.00	10	10	
12	TO6P	194J	004 ~ Company	10,000.00	30,000.00	Payment		01/01/06	COM	11.33	Gross	100.00	10	10	
13	TO7I	194J	004 ~ Individual	10,000.00	30,000.00	Invoice		01/01/06	IND	5.41	Gross	100.00	5	5	
14	TO7P	194J	004 ~ Individual	10,000.00	30,000.00	Payment		01/01/06	IND	5.41	Gross	100.00	5	5	
15	TO8I	194H	005 ~ Company	0.00	0.00	Invoice		01/01/06	COM	11.33	Net	100.00	10	10	
16	TO8P	194H	005 ~ Company	0.00	0.00	Payment		01/01/06	COM	11.33	Net	100.00	10	10	
17	TO9I	194H	005 ~ defined for test	0.00	0.00	Invoice		01/01/06	New	5.41	Net	100.00	5	5	
18	TO9P	194H	005 ~ defined for test	0.00	0.00	Payment		01/01/06	New	5.41	Net	100.00	5	5	
19				0.00	0.00	Payment				0.00	Net	100.00			

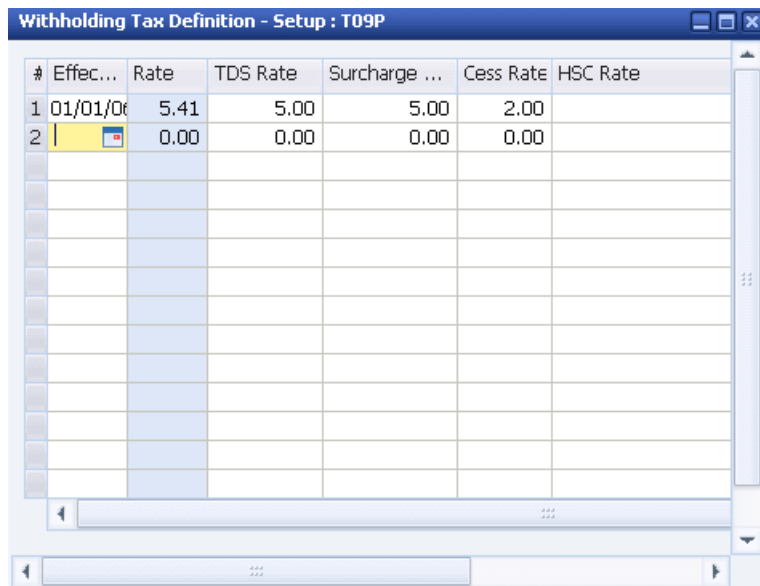
OK Cancel Withholding Tax Definition

Withholding Tax - Setup

#	eCESS Pe...	A/P TDS ...	A/P Surc...	A/P Cess Acc...	A/P HSC Account	Assessee Code	A/R TDS A...	A/R Surcha...	A/R ...	A/R ...	Locat...	Retur...
1	1	⇒ 10001	⇒ 10002	⇒ 10003	⇒ 10004	NewAssessee	⇒ 90001	⇒ 90002	⇒ 9000	⇒ 9000	Delhi	26
2	1	⇒ 10001	⇒ 10002	⇒ 10003	⇒ 10004	NewAssessee	⇒ 90001	⇒ 90002	⇒ 9000	⇒ 9000	Delhi	26
3	1	⇒ 10001	⇒ 10002	⇒ 10003	⇒ 10004	COM	⇒ 90001	⇒ 90002	⇒ 9000	⇒ 9000	Delhi	26
4	1	⇒ 10001	⇒ 10002	⇒ 10003	⇒ 10004	COM	⇒ 90001	⇒ 90002	⇒ 9000	⇒ 9000	Delhi	26
5	1	⇒ 10001	⇒ 10002	⇒ 10003	⇒ 10004	IND	⇒ 90001	⇒ 90002	⇒ 9000	⇒ 9000	Delhi	26
6	1	⇒ 10001	⇒ 10002	⇒ 10003	⇒ 10004	IND	⇒ 90001	⇒ 90002	⇒ 9000	⇒ 9000	Delhi	26
7	1	⇒ 10001	⇒ 10002	⇒ 10003	⇒ 10004	COM	⇒ 90001	⇒ 90002	⇒ 9000	⇒ 9000	Delhi	26
8	1	⇒ 10001	⇒ 10002	⇒ 10003	⇒ 10004	COM	⇒ 90001	⇒ 90002	⇒ 9000	⇒ 9000	Delhi	26
9	1	⇒ 10001	⇒ 10002	⇒ 10003	⇒ 10004	IND	⇒ 90001	⇒ 90002	⇒ 9000	⇒ 9000	Delhi	26
10	1	⇒ 10001	⇒ 10002	⇒ 10003	⇒ 10004	IND	⇒ 90001	⇒ 90002	⇒ 9000	⇒ 9000	Delhi	26
11	1	⇒ 10001	⇒ 10002	⇒ 10003	⇒ 10004	COM	⇒ 90001	⇒ 90002	⇒ 9000	⇒ 9000	Delhi	27
12	1	⇒ 10001	⇒ 10002	⇒ 10003	⇒ 10004	COM	⇒ 90001	⇒ 90002	⇒ 9000	⇒ 9000	Delhi	27
13	1	⇒ 10001	⇒ 10002	⇒ 10003	⇒ 10004	IND	⇒ 90001	⇒ 90002	⇒ 9000	⇒ 9000	Delhi	27
14	1	⇒ 10001	⇒ 10002	⇒ 10003	⇒ 10004	IND	⇒ 90001	⇒ 90002	⇒ 9000	⇒ 9000	Delhi	27
15	1	⇒ 10001	⇒ 10002	⇒ 10003	⇒ 10004	COM	⇒ 90001	⇒ 90002	⇒ 9000	⇒ 9000	Delhi	26
16	1	⇒ 10001	⇒ 10002	⇒ 10003	⇒ 10004	COM	⇒ 90001	⇒ 90002	⇒ 9000	⇒ 9000	Delhi	26
17	1	⇒ 10001	⇒ 10002	⇒ 10003	⇒ 10004	New	⇒ 90001	⇒ 90002	⇒ 9000	⇒ 9000	Delhi	26
18	1	⇒ 10001	⇒ 10002	⇒ 10003	⇒ 10004	New	⇒ 90001	⇒ 90002	⇒ 9000	⇒ 9000	Delhi	26
19												

OK Cancel Withholding Tax Definition

After defining all properties, user should define different rates for tax component with effective dates in "Withholding Tax Definition window".



#	Effec...	Rate	TDS Rate	Surcharge ...	Cess Rate	HSC Rate
1	01/01/06	5.41	5.00	5.00	2.00	
2		0.00	0.00	0.00	0.00	

Field Name	Description	Type/Length	Field Status	Business Rules
<i>WTax Code</i>	This field will show Wtax Code.	Core product WTax Code field.	Mandatory, Unique	User can create WTax Code
<i>WTax Name</i>	This field will show Wtax Name.	Core product Wtax Name field.	Mandatory,	User shall define the WTax Name.
<i>Section Code</i>	To attach Section Code.	Drop Down to show all Sections defined in the system Official Code in core shall be modified to Section Code	Default Blank, Mandatory	The user to select appropriate Section Code as Defined in Section-Setup
<i>Threshold</i>	To define Threshold limit of TDS	Core product Amount field	Default Blank, Mandatory	TO define value of threshold
<i>Surcharge</i>	To define Threshold limit of Surcharge.	Core product Amount field	Default Blank, Mandatory	TO define the value of Surcharge
<i>Concessional</i>	To show if Concession rates are applicable	Checkbox	Checkbox, Default unchecked	Tick if concessional rates are defined
<i>Assessee Code</i>	This field will allow user to select Assessee Code.	Drop Down to show all Assessee Code defined in the system	Blank, Mandatory, Editable	The user to select the Assessee Code.(Nature of Assessee-form)

Field Name	Description	Type/Length	Field Status	Business Rules
<i>Category</i>	This field will show Category of Document.	Core product Category Field.	Mandatory, Drop down: 1. Invoice 2. Payment Editable	User shall select Wtax Code for either Invoices or Payments.
<i>% Base Amount</i>	This Field shall show the % base amount	Core product % Base Amount Filed	Mandatory	User can define % Base amount
<i>Effective From</i>	This field will show Effective Date of the WTax Code.	Core product Effective From field.	Mandatory, Non Editable	The system will automatically create Effective From, Latest date as defined in Form 2
<i>Rate (%)</i>	This field will show Effective Rate based on all Rates defined in the system in Tax Definition Sub window	Core product Rate field.	Mandatory, Non Editable	The system will automatically create Effective Rate based on all Rates defined in the system. Latest rate from linked form Tax Definition.
<i>Base Type</i>	This field will show Base Type	Core product Base Type field	Mandatory, Drop down	User shall select 1. Gross 2. Net
<i>AP TDS Account</i>	To attach AP TDS Account (a TDS Tax Type)	Core Product for GL Account	Mandatory, Editable	User select the Accounts for AP TDS
<i>AP Surcharge Account</i>	To attach AP Surcharge Account (a TDS Tax Type)	Core Product for GL Account	Mandatory, Editable	User select the Accounts for AP Surcharge
<i>AP Cess Account</i>	To attach AP Cess Account (a TDS Tax Type)	Core Product for GL Account	Mandatory, Editable	User select the Accounts for AP Cess
<i>AP HSC Account</i>	To attach AP HSC Account (a TDS Tax Type)	Core Product for GL Account	Mandatory, Editable	User select the Accounts for AP HSC
<i>AR TDS Account</i>	To attach AR TDS Account (a TDS Tax Type)	Core Product for GL Account	Mandatory, Editable	User select the Accounts for AR TDS
<i>AR Surcharge Account</i>	To attach AR Surcharge Account (a TDS Tax Type)	Core Product for GL Account	Mandatory, Editable	User select the Accounts for AR Surcharge

Field Name	Description	Type/Length	Field Status	Business Rules
<i>AR Cess Account</i>	To attach AR Cess Account (a TDS Tax Type)	Core Product for GL Account	Mandatory, Editable	User select the Accounts for AR Cess
<i>AR HSC Account</i>	To attach AR HSC Account (a TDS Tax Type)	Core Product for GL Account	Mandatory, Editable	User select the Accounts for AR HSC
<i>Location</i>	This field will show location for which the Category Code was created.	Core Product Location field	Drop Down, Mandatory	The system will select show location
<i>Return Type</i>	To attach Return Type of the Tax Category.	Drop Down to show 26 and 27	Default Blank, Mandatory	The user to select appropriate Return Type
<b>Tax Definition Setup</b>				
<i>Effective From</i>	This field will allow user to mention Effective From Date for the TDS rates.	Core product Date field	Default Blank, Mandatory, Editable	User can define a new appropriate Effective Date
<i>Total Rate (%)</i>	This field will show Total Rate	Core product Percentage field	Mandatory, Non Editable	The system will automatically show Total Rate defined in the system.
<i>TDS Rate (%)</i>	This field will show Rate %	Core product Percentage field	Mandatory, Editable	User shall define the TDS Rate
<i>Surcharge Rate (%)</i>	This field will show Surcharge Rate %	Core product Percentage field	Mandatory, Editable	User shall define the Surcharge Rate
<i>Cess Rate (%)</i>	This field will show Cess Rate %	Core product Percentage field	Mandatory, Editable	User shall define the Cess Rate
<i>HSC Rate (%)</i>	This field will show HSC Rate %	Core product Percentage field	Mandatory, Editable	User shall define the HSC Rate

## Multiple Tax information at Location tab

Define the PAN number of the Location which is mandatory to generate Form 16A.

Administration → Setup → Inventory → Location

Administration → Setup → Inventory → Warehouses → Define New Location

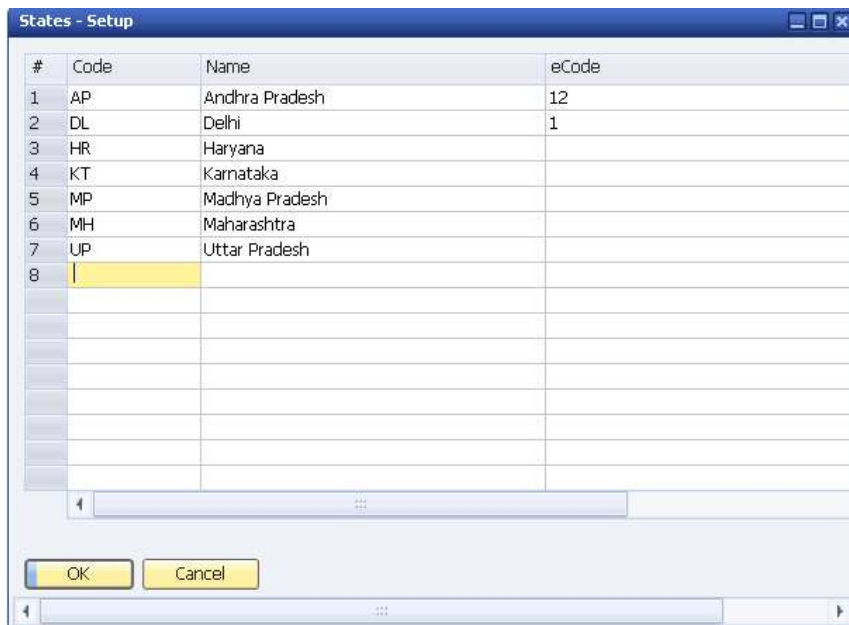
Field Name	Description	Type/Length	Field Status	Business Rules
<b>Tax Information</b>	This field will open Tax Information window to capture Tax Information of a particular Location	Button	Button	This window will have two Tabs (General and Excise) and will capture Tax Information of a particular Location.
<b>General Tab</b>				
<b>PAN No.</b>	To provide PAN No.	Core Product Field Type and Size)	Optional. Editable	To provide PAN No.
<b>PAN Circle No.</b>	To provide PAN Circle No.	Core Product Field Type and Size)	Optional. Editable	To provide PAN Circle No.
<b>PAN Ward No.</b>	To provide PAN Ward No.	Core Product Field Type and Size)	Optional. Editable	To provide PAN Ward No.
<b>PAN Assessing Officer</b>	To PAN Assessing Officer	Core Product Field Type and Siz	Optional. Editable	To PAN Assessing Officer

Field Name	Description	Type/Length	Field Status	Business Rules
<i>TAN Circle No.</i>	To provide TAN Circle No.	Core Product Field Type and Size 32 Alpha-numeric	Optional. Editable	To provide TAN Circle No.
<i>TAN Ward No.</i>	To provide TAN Ward No.	Core Product Field Type and 32 Alpha-numeric	Optional. Editable	To provide TAN Ward No.
<i>TAN Assessing Officer</i>	To TAN Assessing Officer	Core Product Field Type and Size 32 Alpha-numeric	Optional. Editable	To TAN Assessing Officer

## State setup

Each state has been allotted eState code to recognize in eTDS return. User need to define eState code also with every state to get the right report.

### General → States-Setup



Field Name	Description	Type/Length	Field Status	Business Rules
<i>eCode</i>	To allow user to give e-TDS State Code	Numeric (2)	Blank, Mandatory, Editable	The user to enter unique eTDS State code for the State.

## Enabling Withholding Tax for items

Withholding tax has to be enabled at each item which is subjected to TDS. This is a standard initialization at company level.

Administrator → General → General Settings

The screenshot shows the 'General Settings' dialog box in SAP, with the 'Inventory' tab selected. The 'Items' section is active, showing the following settings:

- Serial Numbers and Batches:**
  - Management Method: On Release Only
  - Automatic Serial Number Creation on Receipt
  - Unique Serial Numbers by: Serial Number
  - Auto. Create Customer Equipment Card
  - Basic Setting for Batch Status: Released
- Item Defaults:**
  - Default Warehouse: General Warehouse
  - Set G/L Accounts By: Warehouse
  - Auto. Add All Warehouses to New Items
  - Display Inactive Items in Reports
  - Withholding Tax

Buttons for 'OK' and 'Cancel' are visible at the bottom.

The screenshot shows the 'Item Master Data' dialog box in SAP, with the 'General' tab selected. The item number is 'I001'. The 'Withholding Tax' section is checked. The 'Production Data' section shows 'Issue Method' set to 'Backflush'. The 'Item Category' is set to 'Material'.

Item Details:

- Item Number: I001
- Description: I001
- Item Type: Items
- Item Group: Items
- Price List: Price List 01

Properties:

- Inventory Item
- Sales Item
- Purchased Item
- Fixed Assets

Withholding Tax:

- Withholding Tax Liable

Production Data:

- Phantom Item
- Issue Method: Backflush

Item Category:

- Service
- Material
- Excisable

Manufacturer: - No Manufacturer -

Shipping Type: [Empty]

Serial and Batch Numbers:

- Manage Item by: None

Active status:

- Active
- Inactive
- Advanced

From: [Empty] To: [Empty] Remarks: [Empty]

Buttons for 'OK' and 'Cancel' are visible at the bottom.

Field Name	Description	Type/Length	Field Status	Business Rules
<i>Withholding Tax Liabe</i>	This field will show the applicability of Withholding Tax for an Item.	Checkbox (OITM))	Optional, Unchecked	The user will check the Checkbox to define applicability of TDS for an Item.

## Enabling Withholding Tax for Business Partners

Withholding tax has to be enabled at each Business Partner which is subjected to TDS. This is a standard initialization at company level.

With holding tax has to be enabled for both customers and Vendors.

**G/L Account Determination**

Period Selection: 2009

Navigation: Sales | Purchasing | General | Inventory

Sub-navigation: General | Tax

Withholding Tax

Default Withholding Tax Code:

Capital Goods On Hold Percentage: 50.00 %

#	Type of Account	Account Code	Account Name
	Down Payment Tax Offset Acct		
	Capital Goods On Hold Account		

Buttons: OK | Cancel

G/L Account Determination

Period Selection: 2009

Sales Purchasing General Inventory

General Tax

Withholding Tax  
Default Withholding Tax Code:   
NI Number:   
Expiration Date:   
Certificate No.:

#	Type of Account	Account Code	Account Name
	Down Payment Tax Offset Acct		

OK Cancel

**Business Partner Master Data**

Code: V009 Vendor  
 Name: Foreign Vendor  
 Foreign Name:  
 Group: Suppliers  
 Currency: Euro

Account Balance: BP Currency: -3,499.01

General | Contact Persons | Addresses | Payment Terms | Payment System | Accounting | Properties | Remarks

General | Tax

Tax Information: ...  
 Vendor Type: ...

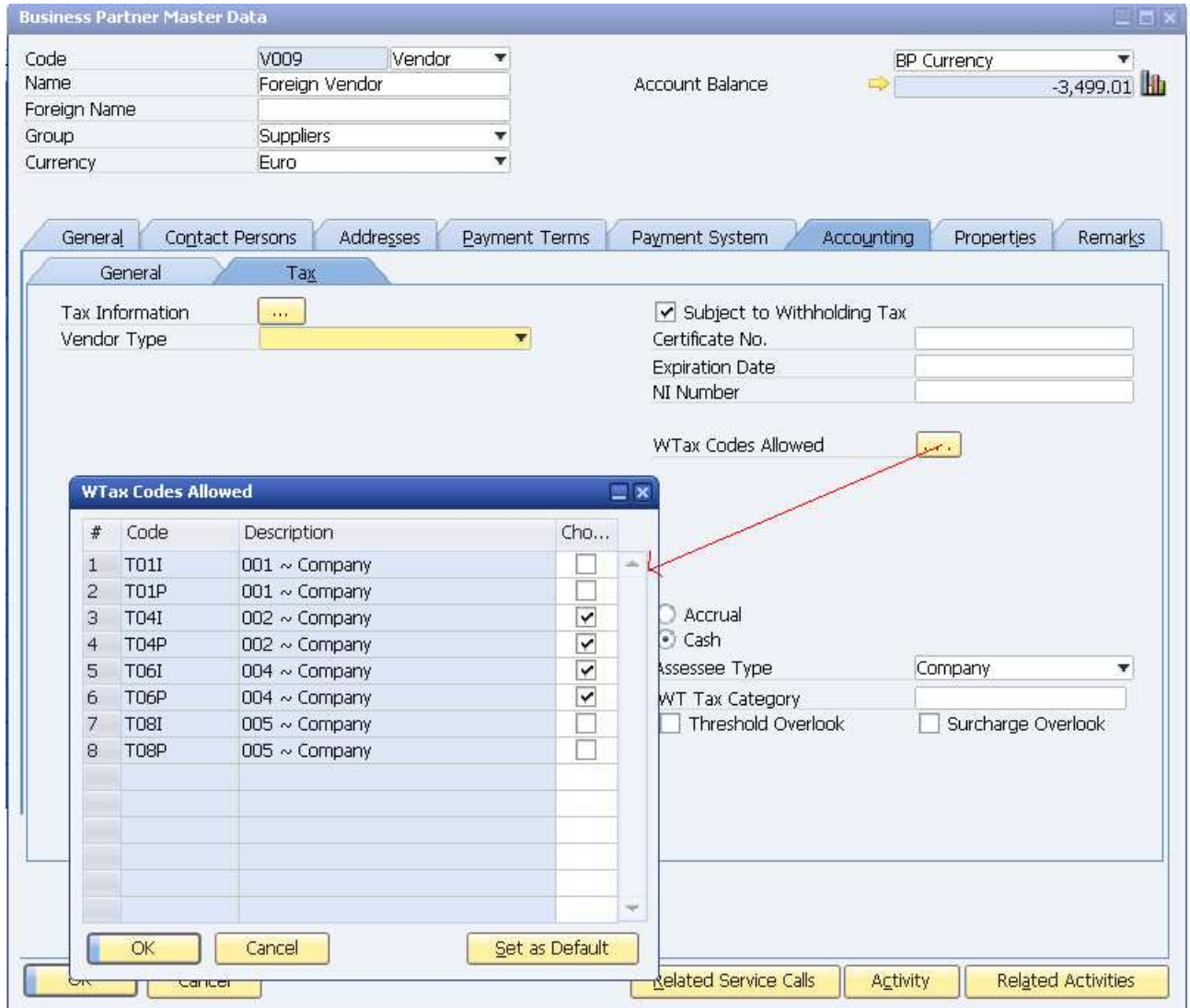
Subject to Withholding Tax  
 Certificate No.:  
 Expiration Date:  
 NI Number:

WTax Codes Allowed: ...

Accrual  
 Cash  
 Assessee Type: Company  
 WT Tax Category:  
 Threshold Overlook  Surcharge Overlook

OK Cancel Related Service Calls Activity Related Activities

Wtax code shall be filtered based on the assessee type in new window i.e. only Assessee defined as Company can find Wtax code defined for Company in Wtax allowed window.



Field Name	Description	Type/Length	Field Status	Business Rules
<i>Subject to Withholding Tax</i>	This field will show the applicability of Withholding Tax for a Business Partner.	Checkbox	Mandatory, Unchecked	The user will check the Checkbox to define applicability of TDS for a Business Partner.
<i>Certificate No</i>	This field will show Certificate No.	Core product Certificate No. field.	Optional, Editable	The user will provide Certificate No.
<i>Expiration Date</i>	This field will show Expiration Date	Core product Expiration Date field.	Optional, Editable	The user will provide Expiration Date.
<i>NI Number</i>	This field will show NI Number	Core product NI Number field.	Optional, Editable	The user will provide NI Number.

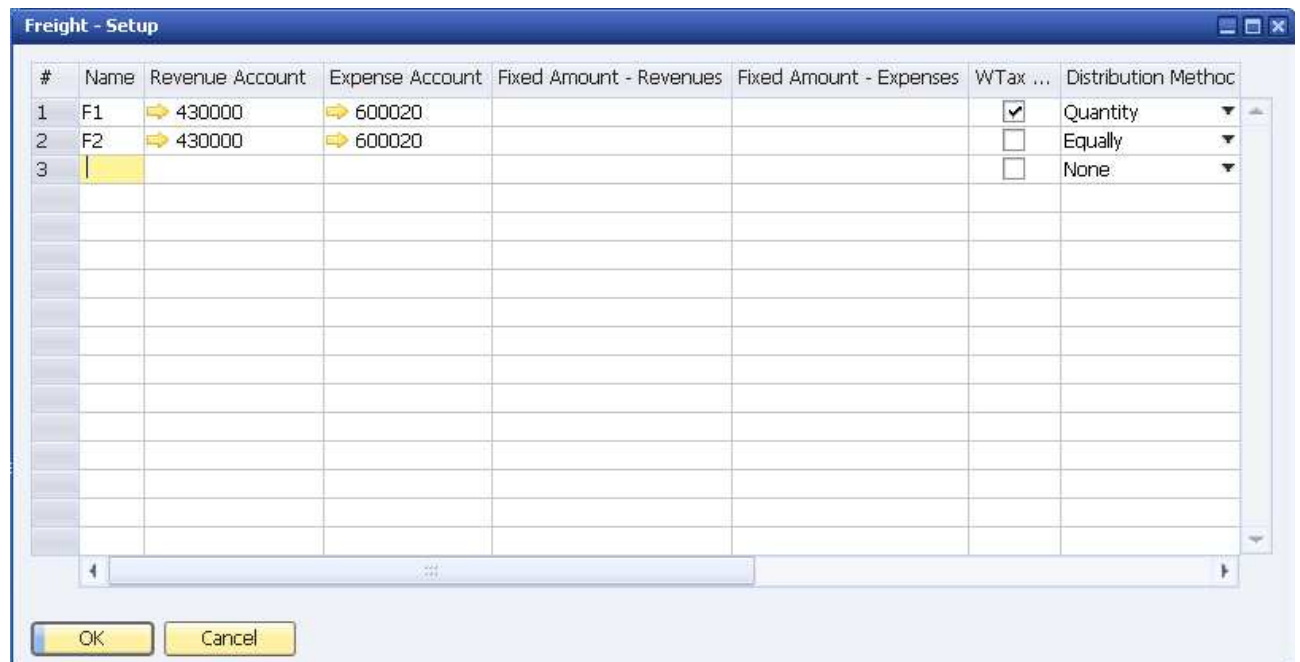
Field Name	Description	Type/Length	Field Status	Business Rules
<i>Accrual/Cash</i>	This field will show Deduction Nature from Accrual/Cash option	Core product Accrual/Cash field.	Optional, Editable	The user will Select the Radio button of Accrual/Cash.
<i>Assessee Type</i>	This field will show Type for Assessee	Core product Type for Assessee Type	Drop Down Value <ul style="list-style-type: none"> <li>• Company / Other</li> <li>• Mandatory</li> <li>• Editable</li> </ul>	The user will Select the Assessee Type.
<i>WT Tax Category</i>	This field will show WT Tax Category	Core product WTax Category field.	Optional, Editable	The user will provide WT Tax Category.
<i>Threshold Overlook</i>	This field will show that the TDS Threshold limit specified in WTax Code will be overlooked.	Checkbox	Optional, Unchecked	The user will check the Checkbox to define that the Threshold limit specified in WTax will be overlooked.
<i>Surcharge Overlook</i>	This field will show that the Surcharge Threshold limit specified in WTax Code will be overlooked.	Checkbox	Optional, Unchecked	The user will check the Checkbox to define that the Surcharge limit specified in WTax Code will be overlooked.
<i>WTax Codes Allowed</i>	This Button will open WTax Codes Allowed window.	Core product WTax Codes Allowed field	Optional	The button will open WTax Codes window for Selection.
<b>WTax Codes Allowed window</b>				
<i>Code</i>	This field will show Codes defined in the system in Withholding Tax Codes-Setup window.	Core product Code field	Mandatory, Non Editable	The system will automatically show Codes defined in the system.
<i>Description</i>	This field will show Description defined in the system in Withholding Tax Codes-Setup window.	Core product Description field	Mandatory, Non Editable	The system will automatically show Description defined in the system.

Field Name	Description	Type/Length	Field Status	Business Rules
<i>Choose</i>	This field will show that the WTax Code is allowed for the BP	Checkbox	Optional, Unchecked	The user will check the Checkbox to define that the WTax Code is allowed for the BP.
<i>Set as Default</i>	To allow user to Select the Default Wtax Code for the BP	Core Product set as default button	Mandatory	To define default Wtax codes for BP
<i>PAN No.</i>	To allow user to give Section Codes	Alphanumeric (10)	Blank, Mandatory, Editable	The user to give the PAN No.

### Enabling Withholding Tax for Freight

User should enable Wtax code for freight (Document header level). Separate Wtax can't be selected for Freight, item line level Wtax shall default for freight.

Administrator → Setup → General → Freight



Field Name	Description	Type/Length	Field Status	Business Rules
<i>WT Liable</i>	This field will show the applicability of Withholding Tax for the freight.	Checkbox	Optional, Unchecked	The user will check the Checkbox to define applicability of TDS for the freight.



# Transactions with Withholding Tax-TDS

## TDS on AP Invoices

Only "INVOICE TYPE" Withholding code should be used for AP transactions.

**A/P Invoice**

Vendor: V001  
 Name: AA Limited CO.  
 Contact Person: [dropdown]  
 Vendor Ref. No.: [dropdown]  
 BP Currency: INR

No. Primary: 41  
 Status: Open  
 Posting Date: 21/03/09  
 Due Date: 20/04/09  
 Document Date: 21/03/09

Contents | Logistics | Accounting | Tax

#	Item No.	Quantity	Unit Price	Dis...	Tax ...	WTax...	Total (LC)	Tax Amount ...
1	I009	200	INR 5,000.00	0.00		Yes	INR 1,000,000.00	INR 0.00
2				0.00		Yes No		

Buyer: -No SE-  
 Owner: [dropdown]

Remarks: [text area]

Total Before Discount: INR 1,000,000.00  
 Discount: [input] %  
 Total Down Payment: [input]  
 Freight: [input]  
 Rounding: INR 0.00  
 Tax: [input]  
 WTax Amount: INR 162,380.00  
 Total Payment Due: INR 837,620.00  
 Applied Amount: [input]  
 Balance Due: INR 837,620.00

Add Cancel Copy From Copy To

**A/P Invoice**

Vendor: V001  
 Name: AA Limited CO.  
 Contact Person: [dropdown]  
 Vendor Ref. No.: [text]  
 BP Currency: INR

No. Primary 41  
 Status: Open  
 Posting Date: 21/03/09  
 Due Date: 20/04/09  
 Document Date: 21/03/09

Contents | Logistics | Accounting | Tax

#	Item No.	Quantity	Unit Price	Dis...	Tax ...	WTax...	Total (LC)	Tax Amount ...
1	I009	200	INR 5,000.00	0.00		Yes	INR 1,000,000.00	INR 0.00
2				0.00				

**A/P Invoice**  
 Withholding tax will be calculated. Open the withholding tax table for editing?

Yes No Cancel

Buyer: [text]  
 Owner: [text]

Discount: [text] %  
 Total Down Payment: [text]  
 Freight: [text]  
 Rounding: INR 0.00  
 Tax: [text]  
 WTax Amount: INR 162,380.00  
 Total Payment Due: INR 837,620.00  
 Applied Amount: [text]  
 Balance Due: INR 837,620.00

Remarks: [text area]

Add Cancel Copy From Copy To

**Withholding Tax Table**

WT Tax Category: [text] Details: [text]

#	Code	Name	Rate	Base Amount	Taxable Amount	WTax Amount	Category	Base T...	Criteria	TDS Account	S...
1	T01I	001 ~ Company	16.23	NR 1,000,000.00	NR 1,000,000.00	INR 162,380.00	Invoice	Net	Cash	10001	1

OK Cancel

Field Name	Description	Type/Length	Field Status	Business Rules
<i>WTax Amount</i>	This field will show the Amount of TDS deducted in the transaction.	Core product Amount field	Link to open Withholding Tax Table	This field will show the Amount of TDS deducted in the transaction.
<i>WTax Liable</i>	This field will show the applicability of TDS in the transaction.	Core product WTax Liable field	Dropdown with Yes/No Option	This field will show the applicability of TDS in the transaction.
<b>Withholding Tax Table</b>				
	Header			
<i>WT Tax Category</i>	This field will show WT Tax Category of from the Business Partner Withholding Tax setup	Core product Category field	Optional, Non Editable	This field will show WT Tax Category of from the Business Partner Withholding Tax setup
<i>Details</i>	This field will store any specific details about the TDS deduction in the transaction provided by the user.	Alphanumeric (100)	Optional, Editable before saving of the Transaction	The user will provide any specific details about the TDS deduction in the transaction.
	Row			
<i>Code</i>	This field will show Codes defined in the system in Withholding Tax Codes-Setup window and selected for the Business Partner	Core product Code field	Mandatory	The system will automatically show default Code defined for the Business Partner in the system.
<i>Name</i>	This field will show Description defined in the system in Withholding Tax Codes-Setup window for the Code populated.	Core product Description field	Mandatory, Non Editable	The system will automatically show Description defined in the system based on the Code populated.
<i>Rate</i>	This field will show Effective Rate based on the Rate in Withholding Tax Codes-Setup window.	Core product Rate field.	Mandatory, Non Editable	The system will automatically show Rate based on the Rate in Withholding Tax Codes-Setup.
<i>Base Amount</i>	This field will show Base Amount based on Amount in transaction.	Core product amount field.	Mandatory, Non Editable	The system will show Base Amount based on Amount in transaction.

Field Name	Description	Type/Length	Field Status	Business Rules
<i>Taxable Amount</i>	This field will show Taxable Amount based on Amount in transaction WTax Liable as YES and % Base defined in Withholding Tax Codes-Setup window.	Core product amount field.	Mandatory, Editable	The system will show Taxable Amount based on Amount in transaction WTax Liable as YES and % Base defined in Withholding Tax Codes-Setup window
<i>WTax Amount</i>	This field will show WTax Amount based on the Rate and Taxable Amount.	Core product amount field.	Mandatory, Non Editable	The system will show WTax Amount based on the Rate and Taxable Amount.
<i>Category</i>	This field will show Category of Document.	Core product Category field.	Mandatory, Non Editable	The system will automatically show Document Category based on WTax Code selected.
<i>Base Type</i>	This field will show Base Type based on Base Type defined in Withholding Tax Codes-Setup window.	Core product Base Type field.	Mandatory, Non Editable	The system will automatically show base type based on Base Type defined in Withholding Tax Codes-Setup window.
<i>Criteria</i>	This field will show Criteria based on Accrual/Cash radio button selected for the Business Partner.	Core product Criteria field.	Mandatory, Non Editable	The system will automatically show base type based on Base Type defined in Withholding Tax Codes-Setup window.
<i>TDS Account</i>	This field will show TDS Account (a TDS Tax Type) based on TDS Account defined in Withholding Tax Codes-Setup window.	Core product Account field	Mandatory, Non Editable	The system will automatically show TDS AP Account defined in the system.
<i>Surcharge Account</i>	This field will show Surcharge Account (a TDS Tax Type) based on Surcharge Account defined in Withholding Tax Codes-Setup window	Core product Account field	Mandatory, Non Editable	The system will automatically show Surcharge AP Account defined in the system.
<i>Cess Account</i>	This field will show Cess Account (a TDS Tax Type) based on Cess Account defined in Withholding Tax Codes-Setup Window.	Core product Account field	Mandatory, Non Editable	The system will automatically show Cess AP Account defined in the system.

Field Name	Description	Type/Length	Field Status	Business Rules
<i>HSC Account</i>	This field will show HSC Account (a TDS Tax Type) based on HSC Account defined in Withholding Tax Codes-Setup Window.	Core product Account field	Mandatory, Non Editable	The system will automatically show HSC AP Account defined in the system.
<i>TDS Rate (%)</i>	This field will show TDS Rate (a TDS Tax Type) based on TDS Rate (%)defined in Withholding Tax Codes-Setup Window.	Core product Percentage field	Mandatory, Non Editable	The system will automatically show TDS Rate defined in the system.
<i>Surcharge Rate (%)</i>	This field will show Surcharge Rate (a TDS Tax Type) based on Surcharge Rate (%)defined in Withholding Tax Codes-Setup Window.	Core product Percentage field	Mandatory, Non Editable	The system will automatically show Surcharge Rate defined in the system.
<i>Cess Rate (%)</i>	This field will show Cess Rate (a TDS Tax Type) based on Cess Rate (%)defined in Withholding Tax Codes-Setup Window.	Core product Percentage field	Mandatory, Non Editable	The system will automatically show Cess Rate defined in the system.
<i>HSC Rate (%)</i>	This field will show HSC Rate (a TDS Tax Type) based on HSCRate (%)defined in Withholding Tax Codes-Setup Window.	Core product Percentage field	Mandatory, Non Editable	The system will automatically show HSC Rate defined in the system.
<i>TDS Base Amount</i>	This field will show TDS Base Amount based on Taxable amount.	Core product Amount field.	Mandatory, Non Editable	The system will automatically show TDS Base Amount Calculated by the system.
<i>Surcharge Base Amount</i>	This field will show Surcharge Base Amount	Core product Amount field	Mandatory, Non Editable	The system will automatically show Surcharge Base Amount Calculated by the system.
<i>Cess Base Amount</i>	This field will show Cess Base Amount	Core product Amount field	Mandatory, Non Editable	The system will automatically show Cess Base Amount Calculated by the system.
<i>HSC Base Amount</i>	This field will show HSC Base Amount	Core product Amount field	Mandatory, Non Editable	The system will automatically show HSC Base Amount Calculated by the system.

Field Name	Description	Type/Length	Field Status	Business Rules
<i>TDS Tax Amount</i>	This field will show TDS Tax Amount based on TDS (Rate * Base Amount).	Core product Amount field.	Mandatory, Non Editable	The system will automatically show TDS Tax Amount Calculated by the system.
<i>Surcharge Tax Amount</i>	This field will show Surcharge Tax Amount based on Surcharge (Rate * Base Amount).	Core product Amount field	Mandatory, Non Editable	The system will automatically show Surcharge Tax Amount Calculated by the system.
<i>Cess Tax Amount</i>	This field will show Cess Tax Amount based on Cess (Rate * Tax Amount+Surcharge).	Core product Amount field	Mandatory, Non Editable	The system will automatically show Cess Tax Amount Calculated by the system.
<i>HSC Tax Amount</i>	This field will show HSC amount Tax Amount based on HSC (Rate * Tax amount +surcharge)	Core product Amount field	Mandatory, Non Editable	The system will automatically show HSC Tax Amount Calculated by the system.

## TDS on AP Down Payment Invoices

This feature is also required where payment is received "On account".

This will avoid the risk of double deduction of With-holding tax on same transaction and no need to reconcile the amount also through IRU.

**A/P Down Payment Invoice**

Vendor: V001, Name: AA Limited CO., Contact Person: [dropdown], Vendor Ref. No.: [dropdown], BP Currency: INR

No.: Primary, 15; Status: Open; Posting Date: 21/03/09; Due Date: 20/04/09; Document Date: 21/03/09

#	Item No.	Quantity	Unit Price	Disc...	Tax C...	WTax Li...	Total (LC)
1	I001	10	INR 1,000.00	0.00	VAT@	Yes	INR 10,000.00
2				0.00			

Buyer: -No SE-, Owner: [dropdown], Remarks: [text area]

Total Before Discount: INR 10,000.00  
 DPM: 100 %  
 Rounding: INR 0.00  
 Tax: INR 400.00  
 WTax Amount: INR 1,623.00  
 Total Payment Due: INR 8,777.00  
 Applied Amount: [dropdown]  
 Balance Due: INR 8,777.00

Buttons: Add, Cancel, Copy From, Copy To

**Withholding Tax Table**

WT Tax Category: [dropdown], Details: [dropdown]

#	Code	Name	Rate	Base Amount	Taxable Amount	WTax Amount	Category	Base T...	Criteria	TDS Account	S...
1	T01I	001 ~ Company	16.23	INR 10,000.00	INR 10,000.00	INR 1,623.00	Invoice	Net	Cash	10001	1

Buttons: OK, Cancel

**Journal Entry**

Series: Primary, Number: 128, Posting Date: 21/03/09, Due Date: 20/04/09, Doc. Date: 21/03/09, Remarks: A/P Down Payment - V001

Origin: DT, Origin No.: 15, Trans. No.: 128, Template Type: , Template: , Indicator: , Project:

Trans. Code: 15, Ref. 1: , Ref. 2: , Loc:

Fixed Exchange Rate

Automatic Tax

Generate Excise Reg. No.

▶ Expand Editing Mode

#	G/L Acct/BP ...	G/L Acct/BP Name	Debit	Credit	Debit (SC)	Credit (SC)	Tax Code	Tax Amount	Gross Value	Material Type	CE...
1	V001	AA Limited CO.		INR 8,777.00		USD 2,925.66					
2	10001	Purchase TDS Acct		INR 1,500.00		USD 500.00					
3	10002	Purchase Surcharge Acct		INR 75.00		USD 25.00					
4	10003	Purchase Cess Acct		INR 32.00		USD 11.00					
5	10004	Purchase HSC Acct		INR 16.00		USD 5.00					
6	143030	VAT Receivable (Input T	INR 400.00		USD 133.33						
7	144061	AP Downpayment Cleari	INR 10,000.00		USD 3,333.33						
			INR 10,400.00	INR 10,400.00	USD 3,466.66	USD 3,466.66					

OK Cancel  Display in FC  Display in SC Cancel Template

**A/P Invoice**

Vendor: V001, Name: AA Limited CO., Contact Person: , Vendor Ref. No.: , BP Currency: INR

No.: Primary, 40, Status: Open, Posting Date: 21/03/09, Due Date: 20/04/09, Document Date: 21/03/09

Contents Logistics Accounting Tax

#	Item No.	Quantity	Unit Price	Disc...	Tax C...	WTax Li...	Total (LC)
1	I008	1	INR 100.00	0.00	VAT@Yes		INR 100.00
2				0.00			

Buyer: -No SE-, Owner:

Remarks:

Total Before Discount: INR 100.00  
 Discount: %  
 Total Down Payment:   
 Freight:   
 Rounding: INR 0.00  
 Tax: INR 4.00  
 WTax Amount: INR 16.00  
 Total Payment Due: INR 88.00  
 Applied Amount:   
 Balance Due: INR 88.00

Add Cancel Copy From Copy To

**Outgoing Payments**

Code: V001  
 Name: AA Limited CO.  
 Pay To: 103 room, 1st Street, Delhi - 100010, IN  
 Contact Person:   
 Project:   
 Vendor:  Vendor,  Customer,  Account,  TDS  
 No.: Primary 25  
 Posting Date: 21/03/09  
 Due Date: 21/03/09  
 Document Date: 21/03/09  
 Reference:   
 Transaction No.:   
 WTax Code:   
 WTax Base Sum:   
 Display Invoices with matching Billing Address

Selected	Docum...	Instalm...	Date	*	Total	WTax Amount	Balance Due	Cash Discou...	Documen...	T.
<input type="checkbox"/>	1	1 of 1	01/04/07	*	INR 18,534.00		INR 18,534.00	0.00	PU	
<input type="checkbox"/>	2	1 of 1	01/04/07	*	INR 8,455.00		INR 8,455.00	0.00	PU	
<input type="checkbox"/>	3	1 of 1	01/04/08	*	INR 18,534.00		INR 18,534.00	0.00	PU	
<input checked="" type="checkbox"/>	15	1 of 1	21/03/09		INR 8,777.00		INR 8,777.00	0.00	DT	
<input type="checkbox"/>	39	1 of 1	21/03/09		INR 33,761.00		INR 33,761.00	0.00	PU	

Payment on Account: 0.00  
 WTax Amount:   
 Total Amount Due: INR 8,777.00  
 Open Balance:   
 Remarks:   
 Journal Remarks: Outgoing Payments - V001  
 Created by Payment Wizard  
 Add Cancel Deselect All Select All Add in Sequence

**A/P Invoice**

Vendor: V001	No.: Primary 40
Name: AA Limited CO.	Status: Open
Contact Person:	Posting Date: 21/03/09
Vendor Ref. No.:	Due Date: 20/04/09
BP Currency: INR	Document Date: 21/03/09

**Down Payments to Draw**

#	Selection	Document N...	Document Type / Ro...	Net Amount T...	Tax Amount To...	Gross Amount To...	Op...
1	<input type="checkbox"/>	14	Down Payment Invoice	INR 1,039,840.00	INR 40,160.00	INR 1,080,000.00	1,C
2	<input type="checkbox"/>	15	Down Payment Invoice	INR 10,000.00	INR 400.00	INR 10,400.00	INR

Buyer: -No SE-	Total Before Discount: INR 100.00
Owner:	Discount: %
	Total Down Payment:
	Freight:
	<input type="checkbox"/> Rounding: INR 0.00
	Tax: INR 4.00
	WTax Amount: INR 16.00
	Total Payment Due: INR 88.00
	Applied Amount:
	Balance Due: INR 88.00

Remarks:

<input type="button" value="Add"/>	<input type="button" value="Cancel"/>	<input type="button" value="Copy From"/>	<input type="button" value="Copy To"/>
------------------------------------	---------------------------------------	--	--

**A/P Invoice**

Vendor: V001	No.: Primary 40
Name: AA Limited CO.	Status: Open
Contact Person:	Posting Date: 21/03/09
Vendor Ref. No.:	Due Date: 20/04/09
BP Currency: INR	Document Date: 21/03/09

**Down Payments to Draw**

#	Selection	Document N...	Document Type / Ro...	Net Amount T...	Tax Amount To...	Gross Amount To...	Op...
1	<input type="checkbox"/>	▶ 14	Down Payment Invoice	INR 1,039,840.00	INR 40,160.00	INR 1,080,000.00	1,C
2	<input checked="" type="checkbox"/>	▶ 15	Down Payment Invoice	INR 100.00	INR 4.00	INR 104.00	INR

Buyer: -No SE-	Total Before Discount: INR 100.00
Owner:	Discount: %
	... Total Down Payment:
	Freight: ▶
	<input type="checkbox"/> Rounding: INR 0.00
	Tax: INR 4.00
	WTax Amount: ▶ INR 16.00
	Total Payment Due: INR 88.00
	Applied Amount:
	Balance Due: INR 88.00

Remarks:

**A/P Invoice**

Vendor: V001  
 Name: AA Limited CO.  
 Contact Person:   
 Vendor Ref. No.:   
 BP Currency: INR

No. Primary: 40  
 Status: Open  
 Posting Date: 21/03/09  
 Due Date: 20/04/09  
 Document Date: 21/03/09

Contents | Logistics | Accounting | Tax

#	Item No.	Quantity	Unit Price	Disc...	Tax C...	WTax Li...	Total (LC)
1	I008	1	INR 100.00	0.00	VAT@	Yes	INR 100.00
2				0.00			

Buyer: -No SE-  
 Owner:   
 Remarks:   
 Add Cancel Copy From Copy To

Total Before Discount: INR 100.00  
 Discount: %  
 Total Down Payment: INR 100.00  
 Freight:   
 Rounding: INR 0.00  
 Tax:   
 WTax Amount:   
 Total Payment Due: INR 0.00  
 Applied Amount:   
 Balance Due:

**Journal Entry**

Series: Primary  
 Number: 130  
 Posting Date: 21/03/09  
 Due Date: 20/04/09  
 Doc. Date: 21/03/09  
 Remarks: A/P Invoices - V001  
 Fixed Exchange Rate

Origin: PU  
 Origin No.: 40  
 Trans. No.: 130  
 Template Type:   
 Template:   
 Indicator:   
 Project:   
 Trans. Code:   
 Ref. 1: 40  
 Ref. 2:   
 Loc.:   
 Generate Excise Reg. No.   
 Automatic Tax

▶ Expand Editing Mode

#	G/L Acct/BP ...	G/L Acct/BP Name	Debit	Credit	Debit (SC)	Credit (SC)	Tax Code	Tax Amount	Gross Value	Material Type	C
1	V001	AA Limited CO.		INR 0.00		USD 0.00					
2	10001	Purchase TDS Acct		INR 0.00		USD 0.00					
3	10002	Purchase Surcharge Acct		INR 0.00		USD 0.00					
4	10003	Purchase Cess Acct		INR 0.00		USD 0.00					
5	10004	Purchase HSC Acct		INR 0.00		USD 0.00					
6	144061	AP Downpayment Clearing		INR 100.00		USD 33.33					
7	143030	VAT Receivable (Input Tax)	INR 4.00		USD 1.33						
8	143030	VAT Receivable (Input Tax)		INR 4.00		USD 1.33					
9	130000	Raw Materials	INR 100.00		USD 33.33						
			INR 104.00	INR 104.00	USD 34.66	USD 34.66					

OK Cancel  Display in FC  Display in SC Cancel Template

## TDS on AP Credit Memos

Even in case of partial drawing of Credit Memo, system reverse total amount of TDS. In this case user has to manually change the amount. It is advisable not to reverse the amount of TDS if the same has been deposited with authority.

The screenshot shows the SAP A/P Credit Memo form. At the top, there are fields for Vendor (V001), Name (AA Limited CO.), Contact Person, Vendor Ref. No., and BP Currency (INR). To the right, there are fields for No. (Primary 12), Status (Open), Posting Date (21/03/09), Due Date (21/03/09), and Document Date (21/03/09).

Below these fields are four tabs: Contents, Logistics, Accounting, and Tax. The 'Contents' tab is active, showing a table with columns: #, Description, G/L Account, Tax C..., WTax Lia..., Total (LC), and Profit Center. The first row has # 1 and WTax Lia... No.

At the bottom, there are fields for Buyer (-No SE-), Owner, and Remarks. To the right of these fields is a summary section with the following fields: Total Before Discount, Discount (%), Total Down Payment, Freight, Rounding (checkbox), Tax, WTax Amount, Total Credit (INR 0.00), Applied Amount, and Open Balance.

At the bottom of the form, there are buttons for 'Add', 'Cancel', 'Copy From', and 'Copy To'. The 'Copy From' dropdown menu is open, showing options: Goods Return, A/P Invoices, and A/P Down Payment.

**A/P Credit Memo**

Vendor: V001  
 Name: AA Limited CO.  
 Contact Person:   
 Vendor Ref. No.:   
 BP Currency: INR

No.: Primary 12  
 Status: Open  
 Posting Date: 21/03/09  
 Due Date: 21/03/09  
 Document Date: 21/03/09

**List of A/P Invoices**

Find:

#	#	Date	Vendor	Remarks	Due...
1	2	01/04/07	AA Limited CO.		01/05/07

Buyer:   
 Owner:   
 Remarks:   
 Tax: INR 0.00  
 WTax Amount:   
 Total Credit: INR 0.00  
 Applied Amount:   
 Open Balance:   
 Add Cancel Copy From Copy To

**Draw Document Wizard**

**Row Ex. Rate for Prices**

- Use Row Exchange Rate from Base Document
- Use Doc and Row Exchange Rate from Base Doc
- Use Current Exchange Rate from the Exchange Rate Table

**Tax Amount**

- Copy Tax Amount from Base Document
- Recalculate Tax Amount
- Draw all Data (Freight and Withholding Tax)
- Customize

Cancel < Back Finish

**A/P Credit Memo**

Vendor: V001  
 Name: AA Limited CO.  
 Contact Person: [Dropdown]  
 Vendor Ref. No.: [Text]  
 Local Currency: [Dropdown]

No.: Primary 12  
 Status: Open  
 Posting Date: 21/03/09  
 Due Date: 21/03/09  
 Document Date: 21/03/09

Contents | Logistics | Accounting | Tax

Item/Service Type: Service | Summary Type: No Summary

#	Description	G/L Account	Tax C...	WTax Lia...	Total (LC)	Profit Center
1	Service	101000	Service	Yes	INR 10,000.00	
2				No		

Buyer: -No SE-  
 Owner: [Text]

Remarks: Based On A/P Invoices 2.

Total Before Discount: INR 10,000.00  
 Discount: [Text] %  
 Total Down Payment: [Text]  
 Freight: [Text]  
 Rounding: INR 0.00  
 Tax: [Text]  
 WTax Amount: INR 1,545.00  
 Total Credit: INR 8,455.00  
 Applied Amount: INR 8,455.00  
 Open Balance: [Text]

Buttons: Add, Cancel, Copy From, Copy To

**Journal Entry**

Series: Primary | Number: 131 | Posting Date: 21/03/09 | Due Date: 21/03/09 | Doc. Date: 21/03/09 | Remarks: A/P Credit Memos - V001

Origin: PC | Origin No.: 12 | Trans. No.: 131 | Template Type: [Text] | Template: [Text] | Indicator: [Text] | Project: [Text]

Trans. Code: [Text] | Ref. 1: 12 | Ref. 2: 2 | Loc.: [Text]

Fixed Exchange Rate  
 Automatic Tax  
 Generate Excise Reg. No.

Expand Editing Mode

#	G/L Acct/BP ...	G/L Acct/BP Name	Debit	Credit	Debit (SC)	Credit (SC)	Tax Code	Tax Amount	Gross Value	Material Type	C
1	V001	AA Limited CO.		INR -8,455.00		JSD -2,818.33					
2	10000	TDS		INR -1,545.00		USD -515.00					
3	207138	ST eCess Credit	INR 0.00		USD 0.00						
4	143031	Service Tax Input	INR 0.00		USD 0.00						
5	101000	Capitalised Formation Expen	INR -10,000.00		USD -3,333.33						
			INR -10,000.00	INR -10,000.00	USD -3,333.33	USD -3,333.33					

Buttons: OK, Cancel, Display in FC, Display in SC, Cancel Template

Ind Scenario:

**A/P Invoice**

Vendor: V001  
 Name: AA Limited CO.  
 Contact Person:   
 Vendor Ref. No.:   
 Local Currency:   
 No.: Primary 1  
 Status: Open  
 Posting Date: 01/04/07  
 Due Date: 01/05/07  
 Document Date: 01/04/07

Contents | Logistics | Accounting | Tax

#	Item No.	Quantity	Unit Price	Disc...	Tax C...	WTax Li...	Total (LC)
1	I003	10	INR 1,000.00	0.00	VAT@<	Yes	INR 10,000.00
2	I005	10	INR 1,000.00	0.00	Service	Yes	INR 10,000.00

Buyer: -No SE-  
 Owner:   
 Remarks:   
 Total Before Discount: INR 20,000.00  
 Discount: %  
 Total Down Payment:   
 Freight:   
 Rounding  
 Tax: INR 1,624.00  
 WTax Amount: INR 3,090.00  
 Total Payment Due: INR 18,534.00  
 Applied Amount:   
 Balance Due: INR 18,534.00

OK Cancel Copy From Copy To A/P Credit Memo

**A/P Credit Memo**

Vendor: V001  
 Name: AA Limited CO.  
 Contact Person:   
 Vendor Ref. No.:   
 Local Currency:   
 No.: Primary 13  
 Status: Open  
 Posting Date: 21/03/09  
 Due Date: 21/03/09  
 Document Date: 21/03/09

Contents | Logistics | Accounting | Tax

Item/Service Type: Item Summary Type: No Summary

#	Item No.	Quantity	Unit Price	Disc...	Tax Code	WTax Li...	Total (LC)
1	I003	10.00	INR 1,000.00	0.00	VAT@4	Yes	INR 10,000.00
2	I005	1	INR 1,000.00	0.00	Service	Yes	INR 1,000.00
3				0.00		No	

Buyer: -No SE-  
 Owner:   
 Remarks: Based On A/P Invoices 1.

Total Before Discount: INR 11,000.00  
 Discount: %  
 Total Down Payment:   
 Freight:   
 Rounding: INR 0.00  
 Tax: INR 522.40  
 WTax Amount: INR 3,090.00  
 Total Credit: INR 8,432.40  
 Applied Amount: INR 8,432.40  
 Open Balance:

Add Cancel Copy From Copy To

**A/P Credit Memo**

Vendor: V001  
 Name: AA Limited CO.  
 Contact Person: [dropdown]  
 Vendor Ref. No.: [input]  
 Local Currency: [dropdown]

No. Primary: 13  
 Status: Open  
 Posting Date: 21/03/09  
 Due Date: 21/03/09  
 Document Date: 21/03/09

Contents | Logistics | Accounting | Tax

Item/Service Type: Item | Summary Type: No Summary

# Item No. | Quantity | Unit Price | Disc. | Tax Code | WTax Li. | Total (L.C.)

**Withholding Tax Table**

WT Tax Category: [input] | Details: [input]

#	Base Document	Code	Name	Rate	Base Amount	Taxable Amount	WTax Amount	Cat
1	1	T01I	001 ~ Company	16.23	INR 11,000.00	INR 10,000.00	INR 1,623.00	Inv

Remarks: Based On A/P Invoices 1.

WTax Amount: INR 3,050.00  
 Total Credit: INR 8,432.40  
 Applied Amount: INR 8,432.40  
 Open Balance: [input]

Add | Cancel | Copy From | Copy To

### TDS on Freight transactions

If TDS is also applicable on freight, the same should be selected in Freight charges form.

Freight only share the same With-holding code as line item.

**A/P Invoice**

Vendor: V001, Name: AA Limited CO., No.: Primary 41, Status: Open, Posting Date: 21/03/09, Due Date: 20/04/09, Document Date: 21/03/09, BP Currency: INR

Contents | Logistics | Accounting | Tax

#	Item No.	Quantity	Unit Price	Disc...	Tax C...	WTax Li...	Total (LC)
1	I009	10	INR 10,000.00	0.00	T@4	Yes	INR 100,000.00

**Freight Charges**

Do Not Display Freight Charges with Zero Amount

#	Freight Na...	Rema...	Ta...	Total Tax A...	WTax Lia...	Distrib. Method	Amount	Sta...	Freight Ta
1	F1		VA	INR 4.00	Yes	Quantity	INR 100.00	O	None
2	F2			INR 0.00	No	Equally	INR 0.00	O	None

INR 100.00

Update Cancel Add Cancel Copy From Copy To

**Journal Entry**

Series: Primary, Number: 133, Posting Date: 21/03/09, Due Date: 20/04/09, Doc. Date: 21/03/09, Remarks: A/P Invoices - V001

Origin: PU, Origin No.: 41, Trans. No.: 133, Template Type: , Template: , Indicator: , Project:

Trans. Code: 41, Ref. 1: , Ref. 2: , Loc.: , Automatic Tax:  Generate Excise Reg. No.:

Expand Editing Mode

#	G/L Acct/BP ...	G/L Acct/BP Name	Debit	Credit	Debit (SC)	Credit (SC)	Tax Code	Tax Amount	Gross Value	Material Type	C
1	V001	AA Limited CO.		INR 87,865.00		USD 29,288.32					
2	10001	Purchase TDS Acct		INR 15,015.00		USD 5,005.00					
3	10002	Purchase Surcharge Acct		INR 751.00		USD 250.00					
4	10003	Purchase Cess Acct		INR 315.00		USD 105.00					
5	10004	Purchase HSC Acct		INR 158.00		USD 53.00					
6	143030	VAT Receivable (Input Tax)	INR 4,004.00		USD 1,334.66						
7	130000	Raw Materials	INR 100,100.00		USD 33,366.66						
			INR 104,104.00	INR 104,104.00	USD 34,701.32	USD 34,701.32					

OK Cancel  Display in FC  Display in SC Cancel Template

Field Name	Description	Type/Length	Field Status	Business Rules
<i>Freight</i>	This field will show the Amount of Freight in the transaction.	Core product Amount field	Link to open Freight Charges Window	Refer below
Freight Charges Window				
<i>WTax Liab</i>	This field will show the applicability of TDS on Freight in the transaction.	Core product WTax Liab field	Dropdown with Yes/No Option	Refer below

## TDS on Outgoing Payments

**Outgoing Payments**

Code: V006  
 Name: Microsoft  
 Pay To: [Empty]  
 Contact Person: [Empty]  
 Project: [Empty]

Vendor:  Vendor  
 Customer  
 Account  
 TDS  
 PLA

No.: Primary 26  
 Posting Date: 21/03/09  
 Due Date: 21/03/09  
 Document Date: 21/03/09  
 Reference: [Empty]  
 Transaction No.: [Empty]  
 WTax Code: [Empty]  
 WTax Base Sum: [Empty]

Display Invoices with matching Billing Address

Selected	Docum...	Installm...	Date	*	Total	WTax Amount	Balance Due	Cash Disco...	Documen...	Total Rou...	Total P...
<input type="checkbox"/>	21	1 of 1	01/07/07	*	INR 3,745.06		NR 3,745.06	0.00	PU		R 3,745.06
<input type="checkbox"/>	23	1 of 1	01/07/07	*	INR 9,846.51		NR 8,870.47	0.00	PU		R 8,870.47
<input type="checkbox"/>	22	1 of 1	01/07/07	*	INR 23,904.39		JR 23,904.39	0.00	PU		23,904.39
<input type="checkbox"/>	26	1 of 1	01/07/07	*	INR 15,600.00		JR 15,600.00	0.00	PU		15,600.00
<input type="checkbox"/>	25	1 of 1	01/07/07	*	INR 10,962.25		NR 9,138.59	0.00	PU		R 9,138.59
<input type="checkbox"/>	24	1 of 1	01/07/07	*	INR 11,079.65		JR 11,079.65	0.00	PU		11,079.65
<input type="checkbox"/>	52	1 of 1	01/07/07	*	INR -535.60	0.00	INR -535.60	0.00	JE	0.00	NR -535.60
<input type="checkbox"/>	53	1 of 1	01/07/07	*	INR 52.47	0.00	INR 52.47	0.00	JE	0.00	INR 52.47

Payment on Account 0.00  
 WTax Amount [Empty]  
 Total Amount Due [Empty]  
 Open Balance [Empty]

Remarks: [Empty]  
 Journal Remarks: Outgoing Payments - V006

Created by Payment Wizard

Add Cancel Deselect All Select All Add in Sequence

## TDS on AR Invoices

Recommended to use "**Payment Type**" With-holding Tax code only for AR invoices.

This will enable user to change the amount of Wtax deducted by the customer.

**A/R Invoice**

Customer: C001  
 Name: C001  
 Contact Person:   
 Customer Ref. No.:   
 Local Currency:   
 No. Primary: 2  
 Status: Closed  
 Posting Date: 15/05/09  
 Due Date: 14/06/09  
 Document Date: 15/05/09

Contents | Logistics | Accounting | Tax

#	Item No.	Quantity	Unit Price	Disc...	Tax C...	WTax Li...	Total (LC)
1	A001	1	INR 1,000.00	0.00	VAT@	Yes	INR

Sales Employee: -No Sales Employee-  
 Owner:   
 Remarks:   
 Total Before Discount: INR 1,000.00  
 Discount: %  
 Total Down Payment:   
 Rounding  
 Tax: INR 40.00  
 WTax Amount: INR 100.00  
 Total: INR 1,040.00  
 Applied Amount: INR 1,040.00  
 Balance Due:   
 OK Cancel Copy From Copy To

Check the amount and calculation of Wtax amount in the table.

**Withholding Tax Table**

WT Tax Category: Details

#	Code	Name	Rate	Base Amount	Taxable Amount	WTax Amount	Category	Base T...	Criteria	T...
1	PRP	Professional	11.33	INR 1,000.00	INR 1,000.00	INR 100.00	Payment	Net	Cash	1

OK Cancel

**Journal Entry**

Series: Primary, Number: 10, Posting Date: 15/05/09, Due Date: 14/06/09, Doc. Date: 15/05/09, Remarks: A/R Invoices - C001

Origin: IN, Trans. No.: 10, Template Type: , Template: , Indicator: , Project:

Trans. Code: 2, Ref. 1: , Ref. 2: , Loc:

Fixed Exchange Rate

Automatic Tax

Generate Excise Reg. No.

▶ Expand Editing Mode

#	G/L Acct/BP ...	G/L Acct/BP Name	Debit	Credit	Debit (SC)	Credit (SC)	Tax Code	Tax Amount	Gross Value	Material Type	CENVAT Co...
1	C001	C001	INR 1,040.00		USD 20.80						
2	207000	VAT Payable (output		INR 40.00		USD 0.80					
3	400000	Sales Revenue (Dome		INR 1,000.00		USD 20.00					
4	130000	Raw Materials		INR 1,000.00		USD 20.00					
5	500025	Finished Goods - Cost	INR 1,000.00		USD 20.00						
			INR 2,040.00	INR 2,040.00	USD 40.80	USD 40.80					

OK Cancel  Display in FC  Display in SC Cancel Template

Field Name	Description	Type/Length	Field Status	Business Rules
<i>WTax Amount</i>	This field will show the Amount of TDS deducted in the transaction.	Core product Amount field	Link to open Tax Table	This field will show the Amount of TDS deducted in the transaction.
<i>WTax Liab</i>	This field will show the applicability of TDS in the transaction.	Core product Wtax Liab field	Dropdown with Yes/No Option	This field will show the applicability of TDS in the transaction.
<b>Withholding Tax Table</b>				
	Header			
<i>WT Tax Category</i>	This field will show WT Tax Category of from the Business Partner Withholding Tax setup	Core product Category field	Optional, Non Editable	This field will show WT Tax Category of from the Business Partner Withholding Tax setup
<i>Details</i>	This field will store any specific details about the TDS deduction in the transaction provided by the user.	Alphanumeric (100)	Optional, Editable before saving of the Transaction	The user will provide any specific details about the TDS deduction in the transaction.
<b>Row</b>				

Field Name	Description	Type/Length	Field Status	Business Rules
<i>Code</i>	This field will show Codes defined in the system in Withholding Tax Codes-Setup Window and selected for the Business Partner	Core product Code field	Mandatory, Tab out to open List of Withholding Taxes	The system will automatically show default Code defined for the Business Partner in the system.
<i>Name</i>	This field will show Description defined in the system in Withholding Tax Codes-Setup Window for the Code populated.	Core product Description field	Mandatory, Non Editable	The system will automatically show Description defined in the system based on the Code populated.
<i>Rate</i>	This field will show Effective Rate based on the Rate in Withholding Tax Codes-Setup Window.	Core product Rate field.	Mandatory, Non Editable	The system will automatically show Rate based on the Rate in Withholding Tax Codes-Setup.
<i>Base Amount</i>	This field will show Base Amount based on Amount in transaction.	Core product amount field.	Mandatory, Non Editable	The system will show Base Amount based on Amount in transaction.
<i>Taxable Amount</i>	This field will show Taxable Amount based on Amount in transaction WTax Liab as YES and % Base defined in Withholding Tax Codes-Setup Window.	Core product amount field.	Mandatory, Editable	The system will show Taxable Amount based on Amount in transaction WTax Liab as YES and % Base defined in Withholding Tax Codes-Setup Window..
<i>WTax Amount</i>	This field will show WTax Amount based on the Rate and Taxable Amount.	Core product amount field.	Mandatory, Non Editable	The system will show WTax Amount based on the Rate and Taxable Amount.
<i>Category</i>	This field will show Category of Document.	Core product Category field.	Mandatory, Non Editable	The system will automatically show Document Category based on WTax Code selected.
<i>Base Type</i>	This field will show Base Type based on Base Type defined in Withholding Tax Codes-Setup Window.	Core product Base Type field.	Mandatory, Non Editable	The system will automatically show base type based on Base Type defined in Withholding Tax Codes-Setup Window.

Field Name	Description	Type/Length	Field Status	Business Rules
<i>Criteria</i>	This field will show Criteria based on Accrual/Cash radio button selected for the Business Partner.	Core product Criteria field.	Mandatory, Non Editable	The system will automatically show base type based on Base Type defined in Withholding Tax Codes-Setup Window.
<i>TDS Account</i>	This field will show TDS Account (a TDS Tax Type based on Account defined in Withholding Tax Codes-Setup Window.	Core product Account field	Mandatory, Non Editable	The system will automatically show TDS AP Account defined in the system.
<i>Surcharge Account</i>	This field will show Surcharge Account (a TDS Tax Type) based on Surcharge Account defined in Withholding Tax Codes-Setup Window	Core product Account field	Mandatory, Non Editable	The system will automatically show Surcharge AP Account defined in the system.
<i>Cess Account</i>	This field will show Cess Account (a TDS Tax Type) based on Cess Account defined in Withholding Tax Codes-Setup Window.	Core product Account field	Mandatory, Non Editable	The system will automatically show Cess AP Account defined in the system.
<i>HSC Account</i>	This field will show HSC Account (a TDS Tax Type) based on HSC Account defined in Withholding Tax Codes-Setup Window.	Core product Account field	Mandatory, Non Editable	The system will automatically show HSC AP Account defined in the system.
<i>TDS Rate (%)</i>	This field will show TDS Rate (a TDS Tax Type) based on TDS Rate (%)defined in Withholding Tax Codes-Setup Window.	Core product Percentage field	Mandatory, Non Editable	The system will automatically show TDS Rate defined in the system.
<i>Surcharge Rate (%)</i>	This field will show Surcharge Rate (a TDS Tax Type) based on Surcharge Rate (%)defined in Withholding Tax Codes-Setup Window.	Core product Percentage field	Mandatory, Non Editable	The system will automatically show Surcharge Rate defined in the system.

Field Name	Description	Type/Length	Field Status	Business Rules
<i>Cess Rate (%)</i>	This field will show Cess Rate (a TDS Tax Type) based on Cess Rate (%) defined in Withholding Tax Codes-Setup Window.	Core product Percentage field	Mandatory, Non Editable	The system will automatically show Cess Rate defined in the system.
<i>HSC Rate (%)</i>	This field will show HSC Rate (a TDS Tax Type) based on HSCRate (%) defined in Withholding Tax Codes-Setup Window.	Core product Percentage field	Mandatory, Non Editable	The system will automatically show HSC Rate defined in the system.
<i>TDS Base Amount</i>	This field will show TDS Base Amount based on Taxable amount.	Core product Amount field.	Mandatory, Non Editable	The system will automatically show TDS Base Amount Calculated by the system.
<i>Surcharge Base Amount</i>	This field will show Surcharge Base Amount	Core product Amount field	Mandatory, Non Editable	The system will automatically show Surcharge Base Amount Calculated by the system.
<i>Cess Base Amount</i>	This field will show Cess Base Amount	Core product Amount field	Mandatory, Non Editable	The system will automatically show Cess Base Amount Calculated by the system.
<i>HSC Base Amount</i>	This field will show HSC Base Amount	Core product Amount field	Mandatory, Non Editable	The system will automatically show HSC Base Amount Calculated by the system.
<i>TDS Tax Amount</i>	This field will show TDS Tax Amount based on TDS (Rate * Base Amount).	Core product Amount field.	Mandatory, Non Editable	The system will automatically show TDS Tax Amount Calculated by the system.
<i>Surcharge Tax Amount</i>	This field will show Surcharge Tax Amount based on Surcharge (Rate * Base Amount).	Core product Amount field	Mandatory, Non Editable	The system will automatically show Surcharge Tax Amount Calculated by the system.
<i>Cess Tax Amount</i>	This field will show Cess Tax Amount based on Cess (Rate * Tax Amount+Surcharge).	Core product Amount field	Mandatory, Non Editable	The system will automatically show Cess Tax Amount Calculated by the system.
<i>HSC Tax Amount</i>	This field will show HSC amount Tax Amount based on HSC (Rate * Tax amount +surcharge)	Core product Amount field	Mandatory, Non Editable	The system will automatically show HSC Tax Amount Calculated by the system.

## TDS on AR Down payment invoice

Same as AP Down Payment

## TDS on AR Credit Memos

Same as AP Credit Memos.

## TDS on Incoming Payments

If the amount of TDS is different of what has been calculated by system, then user can correct the amount in the relevant invoice manually.

Incoming Payments

Code	C001	<input checked="" type="radio"/> Customer	No. Primary	2
Name	C001	<input type="radio"/> Vendor	Posting Date	30/06/09
Bill To		<input type="radio"/> Account	Due Date	30/06/09
Contact Person			Document Date	30/06/09
Project			Reference	
			Transaction No.	
			WTax Code	
			WTax Base Sum	

Selected	Docum...	Instalm...	Document...	Date	*	Total	WTax Amount	Balance Due	Cash Discount %	T...
<input checked="" type="checkbox"/>	1	1 of 1	IN	01/05/09	*	INR 1,040.00	INR 113.00	INR 927.00	0.00	

Payment on Account
 0.00

WTax Amount

Total Amount Due
INR 927.00

Open Balance

Remarks

Journal Remarks

Created by Payment Wizard

Add
Cancel

Deselect All
Select All
Add in Sequence

**A/R Invoice**

Customer: C001  
 Name: C001  
 Contact Person:   
 Customer Ref. No.:   
 Local Currency:   
 No. Primary: 1  
 Status: Open  
 Posting Date: 01/05/09  
 Due Date: 31/05/09  
 Document Date: 01/05/09

Contents | Logistics | Accounting | Tax

Item/Service Type: Item | Summary Type: No Summary

#	Item No.	Quantity	Unit Price	Dis...	Tax ...	WTax...	Total (LC)	Profit ...	COGS Profit C...
---	----------	----------	------------	--------	---------	---------	------------	------------	------------------

**Withholding Tax Table**

WT Tax Category: | Details: |

#	Code	Name	Rate	Base Amount	Taxable Amount	WTax Amount	Category	Base T...	Criteria	T...
1	PRP	Professional	11.33	INR 1,000.00	INR 1,000.00	10%	Payment	Net	Cash	

Rounding  
 Tax: INR 40.00  
 WTax Amount: INR 113.00  
 Total: INR 1,040.00  
 Applied Amount:  
 Balance Due: INR 1,040.00

Remarks:

OK Cancel Copy From Copy To

Selected	Docum...	Installm...	Document...	Date	*	Total	WTax Amount	Balance Due	Cash Discount %	T...
<input checked="" type="checkbox"/>	1	1 of 1	IN	01/05/09	*	INR 1,040.00	INR 103.00	INR 937.00	0.00	

Field Name	Description	Type/Length	Field Status	Business Rules
<i>WTax Amount</i>	This field will show the WTax Amount in Incoming Payment.	Core product Amount field	Optional, Un-Editable	This field will show the WTax Amount in Incoming Payment.

### TDS deposit to Authority

TDS deposited to authority based on the assessee type, section and location for each month before 7<sup>th</sup> of following month with exception for March (year end) only.

User should select TDS radio button on outgoing payment window to deposit the due amount each month. Payment means supported for TDS deposits are cash, cheques, Credit Cards and bank transfer. Single deposit of TDS to authority can be made in single payment means and can only be deposited in local currency (LC) only.

User should select Location, section and assessee type for intended deposit. System based on these parameters shall calculate the deposit amount which is un-editable.

User can select the invoices for the deposit round on executing "Pick TDS entries"

Only Fully paid/closed and non-deposited DPI shall be available for deposit.

User should also provide information about Challan number, BSR code, Date of deposit etc for report purpose.

**Outgoing Payments**

Vendor  
 Customer  
 Account  
 TDS  
 PLA

Project:

Doc. Currency:

No. Primary:

Posting Date:

Due Date:

Document Date:

Reference:

Transaction No.:

Loc.:

#	Section Code	Description	Assessee Type	Amount Payable	Deposit Amount
1	194H	Commission or broker.C		INR 302.00	

Challan No.:

Challan Date:

BSR Code:

Bank Name:

Remarks:

Journal Remarks:

Amount(FC):

Total Amount Due:

**Outgoing Payments**

Vendor

Customer

Account

TDS

PLA

No. Primary 26

Posting Date 21/03/09

Due Date 21/03/09

Document Date 21/03/09

Reference

**TDS Entries**

#	Choose	Transact...	Doc. No.	Post. Date	BP C...	Code	Base Am...	Taxable Amo...	Total Tax Rate (%)	Total...	TDS ...
1	<input type="checkbox"/>	▼ Summary			V005	T08I	INR 2,660.00	INR 2,660.00	11.33	302.00	266.00
2	<input type="checkbox"/>	PU	16	01/06/07	V005	T08I	INR 2,660.00	INR 2,660.00	11.33	302.00	266.00
3	<input type="checkbox"/>	▼ Summary			V005	T08I			11.33	NR 0.00	NR 0.00
4	<input type="checkbox"/>	PU	17	01/06/07	V005	T08I			11.33	NR 0.00	NR 0.00

OK Cancel

Pick TDS Entries

Remarks

Journal Remarks Outgoing Payments - TDS

Add Cancel

Pay it through the payment means:



**Payment Means**

Currency: INR

Check | Bank Transfer | Credit Card | **Cash**

G/L Account: 161000 Cash Account

Total: INR 302.00

Overall Amount: INR 302.00

Balance Due: INR 302.00

OK | Cancel | Paid

Payment mean can be anything i.e. cash, check, bank transfer or credit card. This information is relevant for Form16A.

**Outgoing Payments**

Vendor  
 Customer  
 Account  
 TDS  
 PLA

No. Primary 26  
 Posting Date 21/03/09  
 Due Date 21/03/09  
 Document Date 21/03/09  
 Reference  
 Transaction No.  
 Loc. Delhi

Project  
 Doc. Currency INR

#	Section Code	Description	Assessee Type	Amount Payable	Deposit Amount
1	194H	Commission or broker.C		INR 302.00	INR 302.00

Challan No. 281  
 Challan Date 21/03/09  
 BSR Code 304567  
 Bank Name PNB  
 Remarks  
 Journal Remarks Outgoing Payments - TDS

Amount(FC) INR 302.00  
 Total Amount Due INR 302.00

Add | Cancel | Pick TDS Entries

Field Name	Description	Type/Length	Field Status	Business Rules
<b>Outgoing Payments-Header</b>				
<i>WTax</i>	This field will show the nature of Outgoing Payment.	Core product Radio Button	Mandatory for \TDS Outgoing Payment	
<i>Location</i>	To select location for which the TDS Payment is being done.	Drop Down to show all Locations defined.	Blank. Mandatory, Editable	The user to select location for which TDS Payment is being done. Location shall be based on the location defined in system.
<b>Outgoing Payments-Rows</b>				
<i>Section Code</i>	This field will show the Section Codes based on Official Code defined in Withholding Tax Codes-Setup Window.	Core product Official Code field	Mandatory for TDS Outgoing Payment EDITABLE Only One can be chosen at one time	This field will show the Section Codes based on Official Code defined in Withholding Tax Codes-Setup Window.
<i>Description</i>	This field will show the Description of TDS Section Codes based on Description defined in Define Section Window.	Core product Description field	Mandatory for TDS Outgoing Payment Non-Editable	This field will show the Description of TDS Section Codes based on Description defined in Define Section Window.
<i>Assessee Type</i>	This field will show the Assessee Types defined in "Nature of Assessee "	Core product Official Code field	Mandatory for TDS Outgoing Payment Editable	This field will show the Assessee Types defined in "Nature of Assessee "
<i>Amount Payable</i>	This field will show the Amount Payable against each TDS Section Codes/Location/Assessee Type.	Core product Amount field.	Mandatory for TDS Outgoing Payment Non-Editable	This field will show the Amount Payable against each TDS Section Codes/Location/Assessee Type.
<i>Deposit Amount</i>	This field will show the Deposit Amount against each Amount Payable	Core product Amount field.	Mandatory for TDS Outgoing Payment Non-Editable	This field will show the Deposit Amount against each Amount Payable
<b>Outgoing Payments-Footer</b>				

Field Name	Description	Type/Length	Field Status	Business Rules
<i>BSR Code.</i>	This field will show the Bank Code No. of the TDS Deposit.	Alphanumeric (7)	Mandatory for TDS Outgoing Payment Editable	User will mention BSR code (bank branch code) of the branch where tax has been deposited.
<i>Challan No.</i>	This field will show the Challan No. TDS Deposit.	Alphanumeric (5)	Mandatory for TDS Outgoing Payment Editable	User will provide Challan Number issued by Bank or Transfer Voucher Number in case of Govt. Organizations.
<i>Challan Date</i>	This field will show the Challan Date of TDS Deposit.	Core product Date field.(DD/MM/YY)	Mandatory for TDS Outgoing Payment Editable	This field will show the Challan Date of TDS Deposit.
<i>Bank Name</i>	This field will show the Bank Name of the TDS Deposit.	Alphanumeric (60)	Mandatory for TDS Outgoing Payment Editable	This field will show the Bank Name of the TDS Deposit.
<i>Pick TDS Entries</i>	This button will open the TDS Entries.	Button to open TDS Entries Window.	Mandatory for TDS Outgoing Payment	This button will open the TDS Entries.
<b>WTax Entries Window</b>				
<i>Choose</i>	This Checkbox will select the TDS Entries.	Checkbox.	Mandatory for selecting entry for TDS Outgoing Payment	This Checkbox will select the TDS Entries.
<i>Document Type</i>	This field will show the Document Type of the TDS entry.	Core Product Document Type Name field	Mandatory, Non Editable	The system will automatically show Document Type of the TDS entry.
<i>Document No.</i>	This field will show the Document No. of the TDS entry.	Core Product Document No. field	Mandatory, Non Editable	The system will automatically show Document No. in the TDS entry.
<i>Posting Date</i>	This field will show the Posting Date. of the TDS entry.	Core Product Date field	Mandatory, Non Editable	The system will automatically show the Posting Date selected for the TDS entry.
<i>BP Code</i>	This field will show the BP Code of the TDS entry.	Core Product BP Code field	Mandatory, Non Editable	The system will automatically show BP Code selected for the TDS entry.

Field Name	Description	Type/Length	Field Status	Business Rules
<i>Code</i>	This field will show Codes defined in the system in Withholding Tax Codes-Setup Window and selected for the TDS entry.	Core product Code field	Mandatory, Non Editable	The system will automatically show Code selected for the TDS entry.
<i>Base Amount</i>	This field will show Base Amount based on Base Amount in entry.	Core product amount field.	Mandatory, Non Editable	The system will show Base Amount based on Amount in entry. ( <b>Net amount=amount in INV - amount in CM</b> )
<i>Taxable Amount</i>	This field will show Taxable Amount based on Taxable Amount in entry	Core product amount field.	Mandatory, Non Editable	The system will show Taxable Amount based on Taxable Amount in entry. ( <b>Net amount=amount in INV - amount in CM</b> )
<i>Total Tax Amount</i>	This field will show Total Tax Amount based on tax Amount in entry.	Core product amount field.	Mandatory, Non Editable	The system will show total Tax Amount based on tax Amount in entry.
<i>Total Tax Rate (%)</i>	This field will show Total Tax Rate (%) based on Rate (%) in entry.	Core product amount field.	Mandatory, Non Editable	The system will show Total Tax Rate (%). based on Rate (%) in entry.
<i>TDS Amount</i>	This field will show TDS Amount based on Tax Amount in entry.	Core product Amount field.	Mandatory, Non Editable	The system will show TDS Amount based on Tax Amount in entry.
<i>Surcharge Amount</i>	This field will show Surcharge Tax Amount based on Surcharge Tax Amount in entry.	Core product Amount field.	Mandatory, Non Editable	The system will show Surcharge Tax Amount based on Surcharge Tax Amount in entry.
<i>Cess Amount</i>	This field will show Cess Tax Amount based on Cess Tax Amount in entry.	Core product Amount field.	Mandatory, Non Editable	The system will show Cess Amount
<i>HSC Amount</i>	This field will show HSC Tax Amount based on HSC Tax Amount in entry.	Core product Amount field.	Mandatory, Non Editable	The system will show HSC Amount.

## TDS Adjustments Entries

TDS adjustment entry window provide user flexibility to adjust the TDS amount deducted before deposit to authority. Document consider for this purpose are AP Invoice and AP Down payment invoice. Every time user makes an adjustment to the invoice, system posts the new amount, so user should input the differential amount in these new columns.



Adjustment Entry

Transaction Type: PU Transaction No.: 41

#	BP...	Asses...	WTax...	Taxable ...	Total R...	TDS A...	Surch...	Cess A...	HSC A...	New T...	New S...	New ...	New ...	Journal Entry
1	V001	COM	T01I	1,000,000.00	16.23	50,000.00	7,650.00	3,153.00	1,577.00	40,000.00	4,000.00	800.00	400.00	

Add Cancel

Adjustment Entry

Transaction Type: PU Transaction No.: 41

#	BP...	Asses...	WTax...	Taxable ...	Total R...	TDS A...	Surch...	Cess A...	HSC A...	New T...	New S...	New ...	New ...	Journal Entry
1	V001	COM	T01I	1,000,000.00	16.23	50,000.00	7,650.00	3,153.00	1,577.00	40,000.00	4,000.00	800.00	400.00	130
2	V001	COM	T01I	1,000,000.00	16.23	50,000.00	7,650.00	3,153.00	1,577.00	0.00	0.00	0.00	0.00	

Add Cancel

**Journal Entry**

Series: Primary, Number: 130, Posting Date: 21/03/09, Due Date: 21/03/09, Doc. Date: 21/03/09, Remarks: TDS Adjustment (A/P Invoice 41)

Origin: AD, Origin No.: 5, Trans. No.: 130, Template Type: , Template: , Indicator: , Project:

Trans. Code: 5, Ref. 1: , Ref. 2: , Loc:

Fixed Exchange Rate,  Automatic Tax,  Generate Excise Reg. No.

▶ Expand Editing Mode

#	G/L Acct/BP ...	G/L Acct/BP Name	Debit	Credit	Debit (SC)	Credit (SC)	Tax Code	Tax Amount	Gross Value	Material Type	CENVAT Co...
1	V001	AA Limited CO.	INR 45,200.00		USD 1,130.00						
2	10001	Purchase TDS Acct		INR 40,000.00		USD 1,000.00					
3	10002	Purchase Surcharge Acct		INR 4,000.00		USD 100.00					
4	10003	Purchase Cess Acct		INR 800.00		USD 20.00					
5	10004	Purchase HSC Acct		INR 400.00		USD 10.00					
			INR 45,200.00	INR 45,200.00	USD 1,130.00	USD 1,130.00					

OK Cancel  Display in FC  Display in SC Cancel Template

Field Name	Description	Type/Length	Field Status	Business Rules
<i>Transaction Type</i>	To Describe the Transaction type to choose from	Core Product	Mandatory, Drop Down (Value) <ul style="list-style-type: none"> <li>• PU: AP invoice</li> <li>• DT: AP Down Payment Invoice</li> </ul>	Describe the Transaction type to choose from
<i>Transaction no.</i>	Transaction number	Standard Core Product Number sequence number	Drop Down(List of PU/DT) Document no.	Transaction number
<i>BP Code</i>	Show the BP code	Standard Core Product	Uneditable	Show the BP code
<i>Assessee Code</i>	Show the Assessee Code	Standard Core Product	Uneditable	Show the Assessee Code
<i>WTax Code</i>	Show the WTax Code	Standard Core Product	Uneditable	Show the WTax Code
<i>Taxable Amount</i>	Show the Taxable amount of invoice	Standard Core Product	Uneditable	Show the Taxable amount of invoice
<i>Total Rate %</i>	Show the Total Tax rate % applicable	Standard Core Product	Uneditable	Show the Total Tax rate % applicable

Field Name	Description	Type/Length	Field Status	Business Rules
<i>TDS Amount</i>	Show TDS amount calculated on invoice	Standard Core Product	Uneditable	Show TDS amount calculated on invoice
<i>Surcharge Amount</i>	Show the Surcharge amount	Standard Core Product	Uneditable	Show the Surcharge amount
<i>Cess Amount</i>	Show the Cess amount	Standard Core Product	Uneditable	Show the Cess amount
<i>HSC Amount</i>	Show the HSC amount	Standard Core Product	Uneditable	Show the HSC amount
<i>New TDS Amount</i>	New TDS amount(adjusted)	Standard Core Product	Editable	Adjusted TDS amount
<i>New Surcharge Amount</i>	New surcharge amount (adjusted)	Standard Core Product	Editable	Adjusted surcharge amount
<i>New Cess Amount</i>	New Cess amount(adjusted)	Standard Core Product	Editable	Adjusted Cess amount
<i>New HSC Amount</i>	New HSC amount(adjusted)	Standard Core Product	Editable	Adjusted HSC amount

## Reports

### TDS Certificate-Form 16A

Every deductor has to issue a Form 16A providing all details of payments, TDS deducted and deposited with authority in prescribed format to deductee. Form 16A is the proof of TDS deposited with Government for deductee to annual tax purpose.

Form 16A is signed by responsible person of the organization and giving full information with dates and challan number.



Code	From		To	
Section Code				194A
TDS Location				Delhi
Deposit Post. Date	From	16/03/08	To	16/03/08
Deductee Type				Company
Person Responsible				Deepak Garg
Designation				CFO

OK Cancel

TDS Location can also be 'Null'; in this case system will generate Form 16A based for each Vendor, Location and Certificate series. User can opt for one single page view or separate page view for Form 16A.

## Standard Form 16A (System)

Page 1 of 1

**FORM No. -16A**

[See rule 31(1)(b)]

Certificate of deduction of tax at source under section 203 of the Income-tax Act, 1961

For interest on securities, dividends, interest other than interest on securities, winnings from lottery or crossword puzzle, winnings from horse race, payments to contractors and sub-contractors, insurance commission; payments to non-resident sportsmen/sports associations; payments in respect of deposits under National Savings Scheme; payments on account of repurchase of units by Mutual Fund or Unit Trust of India; commission, remuneration or prize on sale of lottery tickets; commission or brokerage; rent; fees for professional or technical services; royalty and any sum under section 28(va); income in respect of units; payment of compensation on acquisition of certain immovable property; other sums under section 195; income in respect of units of non-residents referred to in section 196A; income from units referred to in section 196B; income from foreign currency bonds or shares of an Indian company referred to in section 196C; income of Foreign Institutional Investors from securities referred to in section 196D

TDS Certificate: PR1

Name and address of the person deducting tax	Acknowledgement No. of all Quarterly Statements of TDS under sub-section (3) of section 200 as provided by TIN Facilitation Centre or NSDL web-site	Name and address of person to whom payment made or in whose account it is credited
Deepak Kumar Garg  SAP India, IInd Floor, New Delhi, Delhi, 110019, India	Quarter	A001
	Quarter 1	123456
	Quarter 2	23456
	Quarter 3	
	Quarter 4	
		Delhi, 110019, India

TAX DEDUCTION A/C NO. OF THE DEDUCTOR	NATURE OF PAYMENT	PAN/GIR NO. OF THE PAYEE
	Professional or tech Services	AAAA0000AS
PAN/GIR NO. OF THE DEDUCTOR	FOR THE PERIOD	
AABPS8791R		01/04/09 TO 30/06/09

**DETAILS OF PAYMENT, TAX DEDUCTION AND DEPOSIT OF TAX INTO CENTRAL GOVERNMENT ACCOUNT**

(The Deductor is to provide transaction-wise details of tax deducted and deposited)

Sl. No.	Amount Paid/ Credited	Date of Payment / Credit	TDS Rs.	Surcharge Rs.	Education Cess Rs.a	Higher Education Cess Rs.	Total Tax Deposited Rs.	Cheque/DD No. (if any)	BSR Code of Bank Branch	Date on which tax deposited (dd/mm/yy)	Transfer voucher/ Challan Identification No.
1	1,040.00	01/05/09	104.00	10.00	2.00	1.00	117.00	CASH	060303	15/05/09	ITS281
2	1,040.00	15/05/09	104.00	10.00	2.00	1.00	117.00	CASH	060303	15/05/09	ITS281
3	10,400.00	01/05/09	1,080.00	108.00	25.00	12.00	1,225.00	CASH	090909	30/06/09	ITS281
<b>Total</b>	<b>12,480.00</b>		<b>1,288.00</b>	<b>128.00</b>	<b>29.00</b>	<b>14.00</b>	<b>1,459.00</b>				

Certified that a sum of Rs. (One thousand four hundred fifty-nine) has been deducted at source and paid to the credit of the Central Government as per details given above.

Place Delhi  
Date 30/06/09

Signature of Person Responsible for Deducting Tax

Full Name Deepak Kumar Garg  
Designation CFO

Field Name	Description	Type/Length	Field Status	Business Rules
<b>Form 16 A Selection Criteria</b>				
<i>Code From To</i>	This will be a tab out to select From -To Business Partner.	Core product Tab out to open Choose from List of Business Partner (Only Business Partner with type Vendor)	Optional, If Blank that means ALL	Select the range of codes
<i>Section Code</i>	This will be a drop down to select Section for which the Form 16A Certificate is being generated.	Drop Down to show all Sections defined	Blank. Mandatory	The user to select Section for which the Certificate is being generated.
<i>Posting Date From</i>	This will be a Date field to Deposit Posting Date	Core product Date field	Mandatory	The user will provide the start date for the Report
<i>Posting Date To</i>	This will be a Date field to Deposit Posting Date	Core product Date field	Mandatory	The user will provide the end date for the Report.
<i>TDS Location</i>	To select TDS location for which the Form 16A Certificate is being generated.	Drop Down to show all Locations defined	Optional, If Blank that means ALL	The user to select location for which the Form 16A Certificate is being generated.
<i>Deductee Type</i>	To allow user to select deductee Type	Drop Down to show Deductee Type-From two options Company and Others	Default, Company,	The user to change/select appropriate deductee type
<i>Person Responsible</i>	To select person responsible for deducting Tax	Drop Down to show all Employees defined in the Employee Master Data	Blank, Mandatory	The user to select the Employee responsible for deduction of Tax(Employee Master Data)
<i>Designation</i>	This field will show Designation of the Person Responsible.	Alphanumeric (100)	Blank, Mandatory, Editable	This field will show Designation of the Person Responsible
<b>Form No. 16 A Report Header</b>				
<i>TDS Certificate</i>	This field will show TDS Certificate No.	Core Product TDS Certificate No. field	Mandatory	The system will show the next available TDS Certificate No..

Field Name	Description	Type/Length	Field Status	Business Rules
<i>Name and Address of person deducting Tax</i>	This field will show Name and Address of person deducting Tax.	Core Product Location Name and Address field	Mandatory	The system will show the Name and WORK Address the Location as person deducting Tax (From Employee Master Data) One Line for name Second line for Address with Format separated by “,”

## Generation of Certificate Series

Each Form16A issued to vendor is serially numbered. User must generate certificate number before printing of Form16A through 'Generate Certificate series' button.

System will only generate certificate series where it was not generated earlier.

#	Vendor Code	Vendor Na...	Document...	Document...	Document...	Taxable A...	Total Tax Dep...	TDS Amount	Surcharge Amount	Cess ...	HSC ...	Certif...	Challa...	BSR Code	Cheque No.
1	A001	A001	PS	2	15/05/09	INR 2,080.00	INR 234.00	INR 208.00	INR 20.00	NR 4.00	NR 2.00		ITS281	060303	CASH
2			PU	2	01/05/09	INR 1,040.00	INR 117.00	INR 104.00	INR 10.00	NR 2.00	NR 1.00				
3			DT	2	15/05/09	INR 1,040.00	INR 117.00	INR 104.00	INR 10.00	NR 2.00	NR 1.00				
4			PS	3	30/06/09	INR 10,400.00	INR 1,225.00	INR 1,080.00	INR 108.00	IR 25.00	IR 12.00		ITS281	090909	CASH
5			PU	1	01/05/09	INR 10,400.00	INR 1,225.00	INR 1,080.00	INR 108.00	IR 25.00	IR 12.00				

#	Vendor Code	Vendor Na...	Document...	Document...	Document...	Taxable A...	Total Tax Dep...	TDS Amount	Surcharge Amount	Cess ...	HSC ...	Certif...	Challa...	BSR Code	Cheque No.
1	A001	A001	PS	2	15/05/09	INR 2,080.00	INR 234.00	INR 208.00	INR 20.00	NR 4.00	NR 2.00				
			PU	2	01/05/09	INR 1,040.00	INR 117.00	INR 104.00	INR 10.00	NR 2.00	NR 1.00	PR1			
			DT	2	15/05/09	INR 1,040.00	INR 117.00	INR 104.00	INR 10.00	NR 2.00	NR 1.00	PR1			
			PS	3	30/06/09	INR 10,400.00	INR 1,225.00	INR 1,080.00	INR 108.00	IR 25.00	IR 12.00		ITS281	090909	CASH
			PU	1	01/05/09	INR 10,400.00	INR 1,225.00	INR 1,080.00	INR 108.00	IR 25.00	IR 12.00	PR1			

Once this Certificate series number is generated, it can't be deleted/modified.

If Certificate series is not attached to a location then system will generate Null (Location) assigned certificate series for such records.

### Generate eTDS return

Every assessee has to submit return of all transaction liable for TDS, with full details of deductor, deductee at end of each quarter with concern authority.

Financials → TDS → Generate Quarterly eTDS File

Generate Quarterly e-TDS File	
Financial Year	200708
Person Responsible	Deepak Garg
Designation	CFO
Deductor Type	Company
Quarter	Q2
Book Entry	No
Return Type	27
Location	Delhi
Enter File Name	<input type="text"/> <input type="button" value="Browse"/>
<input type="button" value="Generate eTDS File"/>	

Field Name	Description	Type/Length	Field Status	Business Rules
<i>Financial Year</i>	To allow user to select financial year for Report generation.	Drop Down to show all Financial Year defined in the system	Mandatory, Default Current Financial Year Editable	The user to select financial year for Report generation.
<i>Person Responsible</i>	To select person responsible for deducting TDS	Drop Down to show all Employees defined in the Employee Master Data	Blank, Mandatory	The user to select the Employee responsible for deduction of TDS
<i>Designation</i>	This field will show Designation of the Person Responsible.	Alphanumeric (100)	Blank, Mandatory	The user to provide designation of the Employee.
<i>Deductor Type</i>	To allow user to select deductor Type	Drop Down to show Deductor Type- From two options Company and Others	Default, Company	The user to change/select appropriate deductor type
<i>Quarter</i>	To select Quarter for Report generation	Drop Down <ul style="list-style-type: none"> <li>• Q1-Quarter 1</li> <li>• Q2-Quarter 2</li> <li>• Q3-Quarter 3</li> <li>• Q4-Quarter 4</li> </ul>	Blank, Mandatory	The user to select the relevant Quarter.
<i>Book Entry</i>	To select TDS Payment was made by using Book Entry. (Relevant for Government Deductor)	Drop Down Options. <ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>	Default- No, Mandatory	The user to select the relevant Option.
<i>Return Type</i>	To select Return Type	Drop Down Options: 26 & 27	Default- 26, Mandatory	The user to select the relevant Option.
<i>Location</i>	To select location for which the eTDS Return is being generated.	Drop Down to show all Locations defined, also provide	Blank. Mandatory	The user to select location for which the eTDS Return is being generated.
<i>Enter File Name</i>	To select and show file name where e-TDS file will be stored.	Field to show path of the file selected	Blank Mandatory	The user to select the relevant file where user wants to store this information.
<i>Browse</i>	To select file name where e-TDS file will be stored.	Core Product Browse Option to select file	Blank Mandatory	The user to select the relevant file where user wants to store this information.

Field Name	Description	Type/Length	Field Status	Business Rules
Generate eTDS file	To generate eTDS file	Button	Mandatory	The user to click on this button to Generate eTDS file.

## eTDS return

eTDS return format has been specified by Authority and each return in electronic form should pass FVU provided by authority.



Field Name	Field Description	Type	Length	Field Status	Physical 26 Q/27Q Form Col. No.	Source in SBO
<b>File Header Record</b>						
Line Number	Running Sequence Number for each line in the file.	Integer	9	Mandatory		Running Sequence Number for each line in the file.
Record Type	Value should be "FH" signifying 'File Header' record	Char	2	Mandatory		Value should be "FH" signifying 'File Header' record
File Type	Value should be "NS1"	Char	4	Mandatory		Value should be "NS1"
Upload Type	Value should be R	Char	2	Mandatory		Value should be R
File Creation Date	Mention the date of creation of the file in ddmmyyyy format.	Date	8	Mandatory		The date of creation of the file in ddmmyyyy format.

Field Name	Field Description	Type	Length	Field Status	Physical 26 Q/27Q Form Col. No.	Source in SBO
<i>File Sequence No.</i>	Indicates the running sequence number for the file. (Should be unique across all the files)	Integer	9	Mandatory		Indicates the running sequence number for the file. This should be unique across all the files.
<i>Uploader Type</i>	Value should be D	Char	1	Mandatory		Value should be D
<i>TAN of Deductor</i>	TAN of Deductor	Char	10	Mandatory		This will show TAN No. of the selected Location. In Case of All Location option selected, it will be picked from Company Details.
<i>Total No. of Batches</i>	Indicates the number of batches that the file contains.	Integer	9	Mandatory		Indicates the number of batches that the file contains.
<i>Record Hash (Not applicable)</i>	No value should be specified	NA	0	Optional		No value should be specified
<i>FVU Version (Not applicable)</i>	No value should be specified	NA	0	Optional		No value should be specified
<i>File Hash (Not applicable)</i>	No value should be specified	NA	0	Optional		No value should be specified
<i>Sam Version (Not applicable)</i>	No value should be specified	NA	0	Optional		No value should be specified
<i>SAM Hash (Not applicable)</i>	No value should be specified	NA	0	Optional		No value should be specified
<i>SCM Version (Not applicable)</i>	No value should be specified	NA	0	Optional		No value should be specified
<i>SCM Hash (Not applicable)</i>	No value should be specified	NA	0	Optional		No value should be specified
Batch Header Record						
<i>Line Number</i>	Running Sequence Number for each line in the file	Integer	9	Mandatory		Running Sequence Number for each line in the file

Field Name	Field Description	Type	Length	Field Status	Physical 26 Q/27Q Form Col. No.	Source in SBO
<i>Record Type</i>	Value should be "BH" (Batch Header) for the batch header record	Char	2	Mandatory		Value should be "BH" (Batch Header) for the batch header record
<i>Batch Number</i>	Value must start with 1.	Integer	9	Mandatory		Value must start with 1.
<i>Count of Challan/transfer voucher Records</i>	Count of total number of challans/transfer vouchers contained within the batch.	Integer	9	Mandatory		Count of total number of challans/transfer vouchers contained within the batch.
<i>Form Number</i>	Value must be 26Q/27Q.	Char	4	Mandatory		The value will be 26Q/27Q based on Return Type Selected.
<i>Transaction Type (NA)</i>	No value should be specified	NA	0	Optional		No value should be specified.
<i>Batch Updation Indicator (Not applicable)</i>	No value should be specified	NA	0	Optional		No value should be specified
<i>Original RRR No. (Provisional Receipt Number of REGULAR File) - (Not applicable)</i>	No value should be specified	NA	0	Optional		No value should be specified
<i>Previous RRR Number (Not applicable)</i>	No value should be specified	NA	0	Optional		No value should be specified
<i>RRR Number (Provisional Receipt Number)- (Not applicable)</i>	No value should be specified	NA	0	Optional		No value should be specified
<i>RRR Date (provisional Receipt Date) -(Not applicable)</i>	No value should be specified	NA	0	Optional		No value should be specified

Field Name	Field Description	Type	Length	Field Status	Physical 26 Q/27Q Form Col. No.	Source in SBO
<i>Last TAN of Deductor / Collector ( Used for Verification) (Not applicable)</i>	No value should be specified	NA	0	Optional		No value should be specified
<i>TAN of Deductor</i>	Mention the 10 Character TAN of the deductor. Should be in Capital.	Char	10	Mandatory		This will show TAN No. of the selected Location. In Case of All Location option selected, it will be picked from Company Details. It should be all Capital.
<i>Filler1</i>	No value should be specified	NA	0	Optional		No value should be specified
<i>PAN of Deductor</i>	Mention the PAN of the Deductor. A valid value must be provided or must be NULL. PAN of Deductor is Mandatory for Non-Govt Organization.	Char	10	Mandatory		This will show PAN No. of the selected Location.(Refer TDS PRD (ID 587)) In Case of All Location option selected, it will be picked from Company Details. A valid value must be provided. PAN of Deductor is Mandatory.
<i>Assessment Yr</i>	Assessment year e.g. value should be 200708 for assessment yr 2007-08	Integer	6	Mandatory		This will show Code of Assessment Year-Define Financial Year Master Window.(Refer TDS PRD (ID 587))
<i>Financial Yr</i>	Financial year e.g. value should be 200506 for Financial Yr 2005-06. 'Assessment year' - 'Financial Year' must be = 1. The financial Year cannot be a future financial year	Integer	6	Mandatory		This will show Code of Financial Year-Define Financial Year Master Window.(Refer TDS PRD (ID 587))
<i>Period</i>	Valid values Q1, Q2, Q3, and Q4 of the financial Year.	Char	2	Mandatory		This field will show the Quarter selected. Valid values Q1, Q2, Q3, and Q4 of the financial Year.
<i>Name of Deductor</i>	Mention the Name of the Deductor I.e. Deductor who deducts tax.	Char	75	Mandatory		This field will show the Name of the Deductor from Company Detail.
<i>Deductor's Branch/ Division</i>	Branch/Division of Deductor	Char	75	Optional		Branch/Division of Deductor Name of Location

Field Name	Field Description	Type	Length	Field Status	Physical 26 Q/27Q Form Col. No.	Source in SBO
<i>Deductor's Address1</i>	Mention the address of the Deductor.	Char	25	Mandatory		This field will show Address provided in Location Address of the selected Location in the Parameter. Location -Street PO Box
<i>Deductor's Address2</i>	Length <= 25.	Char	25	Optional		Length <= 25. Location- Block
<i>Deductor's Address3</i>	Length <= 25.	Char	25	Optional		Length <= 25. Location-Building/Floor/Room
<i>Deductor's Address4</i>	Length <= 25.	Char	25	Optional		Length <= 25. Location-City
<i>Deductor's Address5</i>	Length <= 25.	Char	25	Optional		Length <= 25 Location-County
<i>Deductor's Address - State</i>	Numeric code for state.	Integer	2	Mandatory		This field will show Numeric code for state provided in Location Address of the selected Location.
<i>Deductor's Address - Pin code</i>	PIN Code of Deductor .	Integer	6	Mandatory		This field will show ZIP Code provided in Location Address of the selected Location.
<i>Deductor's Email ID</i>	Valid E-mail Format.	Char	75	Optional		Optional- No Data required
<i>Deductor 's STD</i>	Only Numeric characters allowed	Integer	5	Optional		Optional- No Data required
<i>Deductor 's Tel-Phone No</i>	Only Numeric characters allowed	Integer	10	Optional		Optional- No Data required
<i>Change of Address of Deductor since last Return</i>	"Y" if address of deductor has changed after filing last return, "N" otherwise.	Char	1	Mandatory		"Y" if Address of the Location has changed after generating last return, "N" otherwise.  SBO don't have this information so it will always be "N"
<i>Deductor's Type</i>	"C" if Central / Other Govt. "O" for Others.	Char	1	Mandatory		"C" if Central / Other Govt. "O" for Others.
<i>Name of Person responsible for Deduction</i>	Mention the Name of Person responsible for Deduction on behalf of the deductor.	Char	75	Mandatory		This field will show Name of the selected Employee as a person responsible for Deduction on behalf of the deductor as provided in Selection Parameter.

Field Name	Field Description	Type	Length	Field Status	Physical 26 Q/27Q Form Col. No.	Source in SBO
<i>Designation of the Person responsible for Deduction</i>	Mention the designation of Person responsible.	Char	20	Mandatory		This field will show Designation from Selection form.
<i>Responsible Person's Address1</i>	Mention the address of the responsible Person .	Char	25	Mandatory		This field will show Work Address of the person selected in Parameter from Employee Master Employee -Street PO Box
<i>Responsible Person's Address2</i>	Length <= 25 .	Char	25	Optional		Length <= 25. Employee- Block
<i>Responsible Person's Address3</i>	Length <= 25 .	Char	25	Optional		Length <= 25. Employee Building/Floor/Room
<i>Responsible Person's Address4</i>	Length <= 25 .	Char	25	Optional		Length <= 25. Employee -City
<i>Responsible Person's Address5</i>	Length <= 25 .	Char	25	Optional		Length <= 25. Employee -County
<i>Responsible Person's State</i>	Numeric code for state. For list of State codes, refer to the Annexure below .	Integer	2	Mandatory		This field will show Numeric code for state provided in State-Setup of the Work State of the selected Employee.
<i>Responsible Person's PIN</i>	PIN Code of Responsible Person .	Integer	6	Mandatory		This field will show ZIP Code provided in Work Address of the selected Employee.
<i>Responsible Person's Email ID -1</i>	Valid E-mail Format.	Char	75	Optional		This field will show Employee's Email ID provided in Employee Master Data of the selected Employee.
<i>Remark</i>	Length <= 75 .	Char	75	Optional		Optional- No Data required
<i>Responsible Person's STD CODE</i>	Only Numeric characters allowed .	Integer	5	Optional		Optional- No Data required
<i>Responsible Person's Tel-Phone No:</i>	Only Numeric characters allowed .	Integer	10	Optional		This field will show Employee's Office Phone provided in Employee Master Data of the selected Employee.

Field Name	Field Description	Type	Length	Field Status	Physical 26 Q/27Q Form Col. No.	Source in SBO
<i>Change of Address of Responsible person since last Return</i>	"Y" if address has changed after filing last return, "N" otherwise.	Char	1	Mandatory		"Y" if Work Address of Employee has changed after generating last return, "N" otherwise Always 'N'.
<i>Batch Total of - Total of Deposit Amount as per Challan</i>	Mention the Total of Deposit Amount as per Challan. The value here should be same as sum of values in field 'Total of Deposit Amount as per Challan' in the 'Challan Detail' record ( please refer to the Challan Detail' record section below ). Paise Field (Decimal Value) of the Amount must be 00 .	Integer	15	Mandatory		This field will show the Total of Amount Deposited in Outgoing Payments for all Challans in the Quarter. Mention the Total of Deposit Amount as per Challan. The value here should be same as sum of values in field 'Total of Deposit Amount as per Challan' in the 'Challan Detail' record ( please refer to the Challan Detail' record section below ). Paise Field (Decimal Value) of the Amount must be 00 .
<i>TDS Circle where annual return / statement under section 206 are to be filed. (Not applicable)</i>	No value should be specified	NA	0	Optional		No value should be specified
<i>Count of Salary Details Records (Not applicable)</i>	No value should be specified	NA	0	Optional		No value should be specified
<i>Batch Total of - Gross Total Income as per Salary Detail (Not applicable)</i>	No value should be specified	NA	0	Optional		No value should be specified
<i>AO Approval</i>	Value should be "N"	Char	1	Mandatory		Value should be "N"

Field Name	Field Description	Type	Length	Field Status	Physical 26 Q/27Q Form Col. No.	Source in SBO
<i>AO Approval Number</i>	No value should be specified	Char	15	Optional		No value should be specified
<i>Record Hash (Not applicable)</i>	No value should be specified	NA	0	Optional		No value should be specified
<b>Challan / Transfer Voucher Detail Record</b>						
<i>Line Number</i>	Running sequence number for each line in the file	Integer	9	Mandatory		Running sequence number for each line in the file
<i>Record Type</i>	Value "CD" (Challan Detail) for Challan Detail record	Char	2	Mandatory		Value "CD" (Challan Detail) for Challan Detail record
<i>Batch Number</i>	Value should be same as 'Batch Number' field in 'Batch Header' record	Integer	9	Mandatory		Value should be same as 'Batch Number' field in 'Batch Header' record
<i>Challan-Detail Record Number</i>	Running serial number for 'Challan Detail' records in a batch.	Integer	9	Mandatory	401/701	Running serial number for 'Challan Detail' records in a batch.
<i>Count of Deductee / Party Records</i>	Count of total number of 'Deductee Detail Records' within e-TDS statement	Integer	9	Mandatory		Count of total number of 'Deductee Detail Records' within e-TDS statement
<i>NIL Challan Indicator</i>	Value should be "N". In cases where no tax has been deposited in bank, value should be "Y" (applicable in case of NIL return)	Char	1	Mandatory		Value should be "N" if Challan found in Outgoing Payments otherwise Value should be 'Y'.
<i>Challan Updation Indicator (Not applicable)</i>	No value should be specified	NA	0	Optional		No value should be specified
<i>Filler 2</i>	No value should be specified	NA	0	Optional		No value should be specified
<i>Filler 3</i>	No value should be specified	NA	0	Optional		No value should be specified
<i>Filler 4</i>	No value should be specified	NA	0	Optional		No value should be specified

Field Name	Field Description	Type	Length	Field Status	Physical 26 Q/27Q Form Col. No.	Source in SBO
<i>Last Bank Challan No ( Used for Verification) (Not applicable)</i>	No value should be specified	NA	0	Optional		No value should be specified
<i>Bank Challan No</i>	Challan Number issued by Bank . Applicable to both Govt and Non Govt, Non-Nil statements. No value is required to be provided in case of a NIL return (I.e. the cases in which the value in field 'NIL Challan Indicator' is "Y"). Also, no value is required to be provided when some value in "Transfer Voucher No" field is provided.	Integer	5	Optional	412/712	This field will show Challan No. provided in Outgoing Payments. This will be Challan Number issued by Bank . Applicable to both Govt and Non Govt, Non-Nil statements. No value is required to be provided in case in which the value in field 'NIL Challan Indicator' is "Y". Also, no value is required to be provided when some value in "Transfer Voucher No" field is provided.
<i>Last Transfer Voucher No ( Used for Verification) (Not applicable)</i>	No value should be specified	NA	0	Optional		No value should be specified
<i>Transfer Voucher No</i>	Applicable only in case of a Government Organization I.e. only if value in field "Deductor Type" of 'Batch Header Record' is "C". No value should be present in this column in case of a NIL Statement or in case of a non-Government deductor (i.e. if value in field "Deductor Type" is "O" or if the value in field "NIL Challan Indicator" is "Y")	Integer	9	Optional	412/712	This field will show Challan No. provided in Outgoing Payments. Challan No. field will be used to provide Transfer Voucher No. Applicable only in case of a Government Organization I.e. only if value in field "Deductor Type" of 'Batch Header Record' is "C". No value should be present in this column in case of a NIL Statement or in case of a non-Government deductor (i.e. if value in field "Deductor Type" is "O" or if the value in field "NIL Challan Indicator" is "Y"). As we don't have control for Government Organization in SBO, it will always be shown be Blank.

Field Name	Field Description	Type	Length	Field Status	Physical 26 Q/27Q Form Col. No.	Source in SBO
<i>Last Bank-Branch Code ( Used for Verification) (Not applicable)</i>	No value should be specified	NA	0	Optional		No value should be specified
<i>Bank-Branch Code</i>	BSR Code of the receiving branch in case of challans. Applicable to both Govt and Non Govt, Non-Nil statements. Null incase of transfer vouchers. Null for Nil Statement.	Integer	7	Optional	410/710	This field will show Bank Serial No field in Outgoing Payments as BSR Code of the receiving branch in case of challans. Applicable to both Govt and Non Govt, Non-Nil statements. Null incase of transfer vouchers. Null for Nil Statement.
<i>Last Date of 'Bank Challan No / Transfer Voucher No' ( Used for Verification) (Not applicable)</i>	No value should be specified	NA	0	Optional		No value should be specified
<i>Date of 'Bank Challan No / Transfer Voucher No'</i>	Date of payment of tax to Govt. It cannot be Future Date. Value should be equal to last date of respective quarter if the value in field "NIL Challan Indicator" is "Y".	Date	8	Mandatory	411/711	This field will show Challan Date field in Outgoing Payments as Date of payment of tax to Govt. It cannot be Future Date. Value should be equal to last date of respective quarter if the value in field "NIL Challan Indicator" is "Y".
<i>Filler 5</i>	No value should be specified	NA	0	Optional		No value should be specified
<i>Filler 6</i>	No value should be specified	NA	0	Optional		No value should be specified
<i>Section</i>	Section Code under which Tax has been deducted. Refer Annexure 2.	Char	3	Mandatory	402/702	This field will show eCode defined in Define Section Window under which Tax has been deducted. This will be picked from the Section Code selected in Outgoing Payments

Field Name	Field Description	Type	Length	Field Status	Physical 26 Q/27Q Form Col. No.	Source in SBO
<i>'Oltas TDS / TCS - Income Tax'</i>	Mention the amount of "Income Tax" out of the 'Total tax deposited' through Challan. No fractional portion is allowed in this field (value should be integer) , I.e. value "1000.50" will not be allowed, whereas value "1000.00" will be considered to be valid value.	Integer	15	Mandatory	403/703	This field will show the total of TDS amount out of the 'Total tax deposited' through Challan. No fractional portion is allowed in this field (value should be integer) , I.e. value "1000.50" will not be allowed, whereas value "1000.00" will be considered to be valid value.
<i>'Oltas TDS / TCS - Surcharge'</i>	Mention the amount of "Surcharge" out of the 'Total tax deposited' through Challan. No fractional portion is allowed in this field (value should be integer) , I.e. value "1000.50" will not be allowed, whereas value "1000.00" will be considered to be valid value.	Integer	15	Mandatory	404/704	This field will show the total of Surcharge amount out of the 'Total tax deposited' through Challan. No fractional portion is allowed in this field (value should be integer) , I.e. value "1000.50" will not be allowed, whereas value "1000.00" will be considered to be valid value.
<i>'Oltas TDS / TCS - Cess'</i>	Mention the amount of "Education Cess" out of the 'Total tax deposited' through Challan. No fractional portion is allowed in this field (value should be integer) , I.e. value "1000.50" will not be allowed, whereas value "1000.00" will be considered to be valid value.	Integer	15	Mandatory	405/705	This field will show the total of Education Cess (both Cess and HSC) amount. Mention the amount of "Education Cess" out of the 'Total tax deposited' through Challan. No fractional portion is allowed in this field (value should be integer) , I.e. value "1000.50" will not be allowed, whereas value "1000.00" will be considered to be valid value.
<i>Oltas TDS / TCS - Interest Amount</i>	Mention the amount of "Interest" out of the 'Total tax deposited' through Challan. No fractional portion is allowed in this field (value should be integer) , I.e. value "1000.50" will not be allowed, whereas value "1000.00" will be considered to be valid value.	Integer	15	Mandatory	406/706	This is not available in the product. No Data is required.

Field Name	Field Description	Type	Length	Field Status	Physical 26 Q/27Q Form Col. No.	Source in SBO
<i>Oltas TDS / TCS - Others (amount)</i>	Mention the amount of "Other Amount" out of the 'Total tax deposited' through Challan. No fractional portion is allowed in this field (value should be integer) , I.e. value "1000.50" will not be allowed, whereas value "1000.00" will be considered to be valid value.	Integer	15	Mandatory	407/707	This is not available in the product. No Data is required.
<i>Total of Deposit Amount as per Challan/Transfer Voucher Number ( 'Oltas TDS/ TCS - Income Tax ' + 'Oltas TDS/ TCS - Surcharge ' + 'Oltas TDS/ TCS - Cess' + Oltas TDS/ TCS - Interest Amount + Oltas TDS/ TCS - Others (amount) )</i>	Mention the amount of 'Total tax deposited' through Challan. No fractional portion is allowed in this field (value should be integer) , I.e. value "1000.50" will not be allowed, whereas value "1000.00" will be considered to be valid value. Value in this field should be equal to total of values in fields with column numbers 403, 404, 405, 406 & 407. /703, 704, 705, 706 & 707	Integer	15	Mandatory	408/708	This field will show the Total of Tax Deposited from Outgoing Payments. Value in this field should be equal to total of values in fields with column numbers 403, 404, 405, 406 & 407. /703, 704, 705, 706 & 707.
<i>Last Total of Deposit Amount as per Challan ( Used for Verification) (Not applicable)</i>	No value should be specified	NA	0	Optional		No value should be specified

Field Name	Field Description	Type	Length	Field Status	Physical 26 Q/27Q Form Col. No.	Source in SBO
<i>Total Tax Deposit Amount as per deductee annexure (Total Sum of column no. 425/725)</i>	Mention the sum of 'Deductee Deposit Amount' of the underlying Deductee Records	Decimal	15	Mandatory		This field will show Total sum of column no. 425/725
'TDS / TCS -Income Tax '	Total sum of column no. 421/721 for the respective Challan	Decimal	15	Mandatory		This field will show Total sum of column no. 421/721 for the respective Challan
'TDS / TCS -Surcharge '	Total sum of column no. 422/722 for the respective Challan	Decimal	15	Mandatory		This field will show Total sum of column no. 422/722 for the respective Challan
'TDS / TCS - Cess'	Total sum of column no. 423/723 for the respective Challan	Decimal	15	Mandatory		This field will show Total sum of column no. 423/723 for the respective Challan
<i>Sum of 'Total Income Tax Deducted at Source' (TDS - Income Tax + TDS / TCS - Surcharge + TDS - Cess )</i>	Total sum of column no. 424/724 for the respective Challan	Decimal	15	Mandatory		This field will show Total sum of column no. 424/724 for the respective Challan
<i>TDS / TCS - Interest Amount</i>	Statement Interest amount as per the respective deductee Annexure	Integer	15	Mandatory		This is not available in the product. No Data is required.
<i>TDS / TCS - Others (amount)</i>	Statement Other amount as per the respective deductee Annexure	Integer	15	Mandatory		This is not available in the product. No Data is required.

Field Name	Field Description	Type	Length	Field Status	Physical 26 Q/27Q Form Col. No.	Source in SBO
<i>Cheque / DD No. (if any)</i>	Mention the Cheque /DD No ,for which the challan is issued . Value should be "0" where tax is deposited in cash. No value to be provided if value in field "NIL Challan Indicator" is "Y". No value to be provided if tax deposited by book entry.	Integer	15	Optional	409/709	This field will show payments means in outgoing payments. If Check mentions the Check No ,for which the challan is issued. If cash payment means is used Value should be "0" where tax is deposited in cash. No value to be provided if value in field "NIL Challan Indicator" is "Y".
<i>By Book entry / Cash</i>	Allowed values - Y/N. If Transfer Voucher Number is provided this is mandatory and only allowed value is 'Y'. If Bank Challan Number is provided , it is optional and allowed values are 'null' or 'N'. However, for a Nil Statement - value can be either 'Y' / 'N' / Null.	Char	1	Optional	413/713	Allowed values - Y/N. If Transfer Voucher Number is provided this is mandatory and only allowed value is 'Y'. If Bank Challan Number is provided , it is optional and allowed values are 'null' or 'N'. However, for a Nil Statement - value can be either 'Y' / 'N' / Null. Always based on Parameter selection "Book Entry"
<i>Remarks</i>	Internal Challan Reference No. or Other comments.	Char	14	Optional		This is not available in the product. No Data is required.
<i>Record Hash (Not applicable)</i>	No value should be specified	NA	0	Optional		No value should be specified
A TDS Statement corresponds to a TDS Challan i.e. 1 TDS Statement will always contain 1 Challan only						
Deductee Detail Record						
<i>Line Number</i>	Running Sequence Number for each line in the file	Integer	9	Mandatory		Running Sequence Number for each line in the file
<i>Record Type</i>	Value "DD"(Deductee Detail) for Deductee-detail record	Char	2	Mandatory		Value "DD"(Deductee Detail) for Deductee-detail record
<i>Batch Number</i>	Value should be same as 'Batch Number' field in 'Batch Header' record	Integer	9	Mandatory		Value should be same as 'Batch Number' field in 'Batch Header' record
<i>Challan-Detail Record Number</i>	Running serial number for 'Challan Detail' records in a batch.	Integer	9	Mandatory		Running serial number for 'Challan Detail' records in a batch.

Field Name	Field Description	Type	Length	Field Status	Physical 26 Q/27Q Form Col. No.	Source in SBO
<i>Deductee / Party Detail Record No</i>	Running serial no to indicate detail record no.	Integer	9	Mandatory	414/714	Running serial no to indicate detail record no.
<i>Mode</i>	Value should be O	Char	1	Mandatory		Value should be O
<i>Employee Serial No(Not applicable)</i>	No value should be specified	NA	0	Optional		No value should be specified
<i>Deductee Code</i>	1 for Companies / 2 for other than companies.	Char	1	Mandatory	415/715	This will be picked from the Assessee Type in Business Partner Master Data. 1 for Companies / 2 for others
<i>Last Employee / Party PAN (Used for Verification) (Not applicable)</i>	No value should be specified	NA	0	Optional		No value should be specified
<i>Last Employee/Party PAN Ref. No.(Used for Verification) (Not applicable)</i>	No value should be specified	NA	0	Optional		No value should be specified
<i>PAN Ref. No.</i>	The PAN Ref No is a unique identifier to identify a deductee Assessee where PAN is not available This is quoted by the deductor. (A deductee may have multiple entries in a Statement)	Char	10	Optional		This is not available in the product. No Data is required.
<i>Name of deductee</i>	Mention the Name of the deductee.	Char	75	Mandatory	417/717	This field will show the Name of Business Partner in TDS Entries. Mention the Name of the deductee.
<i>TDS / TCS -Income Tax for the period</i>	Decimal with precision value 2 is allowed.	Decimal	15	Mandatory	421/721	This field will show totalof TDS deducted for the Business Partner. Each Record in TDS Entries Deposited Decimal with precision value 2 is allowed.

Field Name	Field Description	Type	Length	Field Status	Physical 26 Q/27Q Form Col. No.	Source in SBO
<i>TDS / TCS -Surcharge for the period</i>	Decimal with precision value 2 is allowed.	Decimal	15	Mandatory	422/722	This field will show total of Surcharge deducted for the Business Partner. Each Record in TDS Entries Deposited. Decimal with precision value 2 is allowed.
<i>TDS/TCS-Cess</i>	Decimal with precision value 2 is allowed.	Decimal	15	Mandatory	423/723	This field will show total of Education Cess (Cess and HSC) deducted for the Business Partner. Each Record in TDS Entries Deposited Decimal with precision value 2 is allowed.
<i>Total Income Tax Deducted at Source (TDS / TCS Income Tax+ TDS / TCS Surcharge + TDS/TCS Cess) i.e. (421+ 422 + 423 )</i>	Total of fields 421, 422 and 423	Decimal	15	Mandatory	424/724	This field will show Total of fields 421, 422 and 423/721, 722 and 723
<i>Last Total Income Tax Deducted at Source (Income Tax+Surcharge+Cess) ( Used for Verification) (Not applicable)</i>	No value should be specified	NA	0	Optional		No value should be specified
<i>Total Tax Deposited</i>	Mention the Total Tax Deposited for the Deductee. Zero (0.00 ) for a Nil Statement.	Decimal	15	Mandatory	425/725	This field will show total of Tax deposited in Outgoing Payments for the Business Partner. Each Record in TDS Entries only Deposited will appear here. Mention the Total Tax Deposited for the Deductee. Zero (0.00 ) for a Nil Statement.

Field Name	Field Description	Type	Length	Field Status	Physical 26 Q/27Q Form Col. No.	Source in SBO
<i>Last Total Tax Deposited (Used for Verification) (Not applicable)</i>	No value should be specified	NA	0	Optional		No value should be specified
<i>Total Value of Purchase (Not applicable)</i>	No value should be specified	NA	0	Optional		No value should be specified
<i>Amount of Payment / Credit ( Rs.)</i>	Mention the Amount paid to deductee.	Decimal	15	Mandatory	419/719	The Total value of Invoice/Down payment for which Tax has been deposited . Mention the Amount paid to deductee.
<i>Date on which Amount paid / Credited</i>	Date on which Amount paid/ Credited /Debited to deductee.	Date	8	Mandatory	418/718	The Posting Date field in TDS Entries will appear here.(Invoices) Date on which Amount paid/ Credited /Debited to deductee.
<i>Date on which tax Deducted / Collected</i>	Date of tax deduction. Mandatory if 'Total Income Tax Deducted at Source' is greater than Zero (0.00) . No value needs to be specified if 'Total Income Tax Deducted at Source' is Zero (0.00) .	Date	8	Optional	426/726	The Posting Date field in TDS Entries will appear here.(invoice) Date of tax deduction. Mandatory if 'Total Income Tax Deducted at Source' is greater than Zero (0.00) . No value needs to be specified if 'Total Income Tax Deducted at Source' is Zero (0.00) .
<i>Date of Deposit (Not applicable)</i>	No value should be specified	NA	0	Optional		No value should be specified
<i>Rate at which Tax Deducted / Collected</i>	Rate at which Tax is deducted, with decimal precision of 4 point. . E.g. if the rate is 2 then the same should be mentioned as 2.0000	Decimal	7	Mandatory	427/727	This field will show Effective Rate based on all Rates used in TDS Entries window. Rate at which Tax is deducted, with decimal precision of 4 point. . E.g. if the rate is 2 then the same should be mentioned as 2.0000
<i>Grossing up Indicator (Not applicable)</i>	No value should be specified	NA	0	Optional		No value should be specified

Field Name	Field Description	Type	Length	Field Status	Physical 26 Q/27Q Form Col. No.	Source in SBO
<i>Book Entry / Cash Indicator</i>	Mention whether it is paid by Book entry or otherwise ('Y' or 'N'). Mention "Y" for Book entry and "N" otherwise.	Char	1	Mandatory	420/720	This field will show Book entry option selected in the <b>parameter</b> . Mention whether it is paid by Book entry or otherwise ('Y' or 'N'). Mention "Y" for Book entry and "N" otherwise.
<i>Date of furnishing Tax Deduction Certificate (Not applicable)</i>	No value should be specified	NA	0	Optional		No value should be specified
<i>Remarks 1 (Reason for non-deduction / lower deduction)</i>	Value should be "A" if 'lower deduction' or 'No deduction' is on account of a certificate under section 197 and "B" if 'no deduction' is on account of declaration under section 197A	Char	1	Optional	428/728	If Code used in TDS Entries is a concessional code defined in With holding Tax Code the value should be "A".
<i>Remarks 2 (For future use)</i>	No value should be specified	Char	75	Optional		No value should be specified
<i>Remarks 3 (For future use)</i>	No value should be specified	Char	14	Optional		No value should be specified
<i>Record Hash (Not applicable)</i>	No value should be specified	NA	0	Optional		No value should be specified

# Upgrade

## Background

Presently Withholding tax (TDS) is being supported by Add-on provided by SSP in India, paid by SAP India.

Customer already using SAP Business One 2005B/07B must use “TDS upgrade utility tool”, available free of cost at SDN forum ([www.sdn.sap.com](http://www.sdn.sap.com)) to upload TDS related transactions from previous versions.

All user of SAP Business One 8.8 should read “How to Guide-TDS” and “How to Guide- TDS upgrade utility” before upgrading to 8.8.

Mandatory fields are marked in **RED** color in excel.

## Pre-requisite

The following are general requirements for upgrade.

1. Partner should export the data only related to TDS to the excel template according to this proposal.
2. The exported excel data should be consistent with transactions in company database.
3. TDS Add-on must be uninstalled in company database before B1 upgrade.
4. Upgrade tool will make essential checks on the data in excel file, the upgrade will be rejected if check is failed.
5. User should draw previous quarter eTDS return from add-on and then upgrade to 8.8
6. Recommended-Upgrade to new 8.8 systems on 1<sup>st</sup> day of quarter.
7. Recommended- Upload all transactions through TDS upgrade utility to new system.
8. Restricted: Not to upload any unsettled AP transaction with “Payment type” withholding tax code to 8.8 applications. Settle it before uploading transactions to 8.8.
9. Restricted: Not to upload any AP transaction with foreign currency with “Payment type” with holding tax code.
10. Recommended: TDS adjustment entry of add-on should be uploaded as net amount to invoice. Not separately.
11. Upgrade tool will report error message to stop process if errors are found during upgrade.

## Points to remember

The following are general descriptions on the excel template.

1. Field types comply with B1 instead of SQL Server, for more details reference User-Defined Fields in B1.
2. Absolute ID field is primary key of one table, must be positive number and unique.
3. All date fields must be in accordance with the format of dd/mm/yyyy.
4. The withholding tax amount of four components (TDS, Surcharge, Cess, HSC) should be rounded off to 1 Rupee without decimal point.

5. The amount LC and SC should be always given. If the invoice is created or paid in foreign current, the amount FC should be also given.
6. File for data upload should be in .xls 2003.

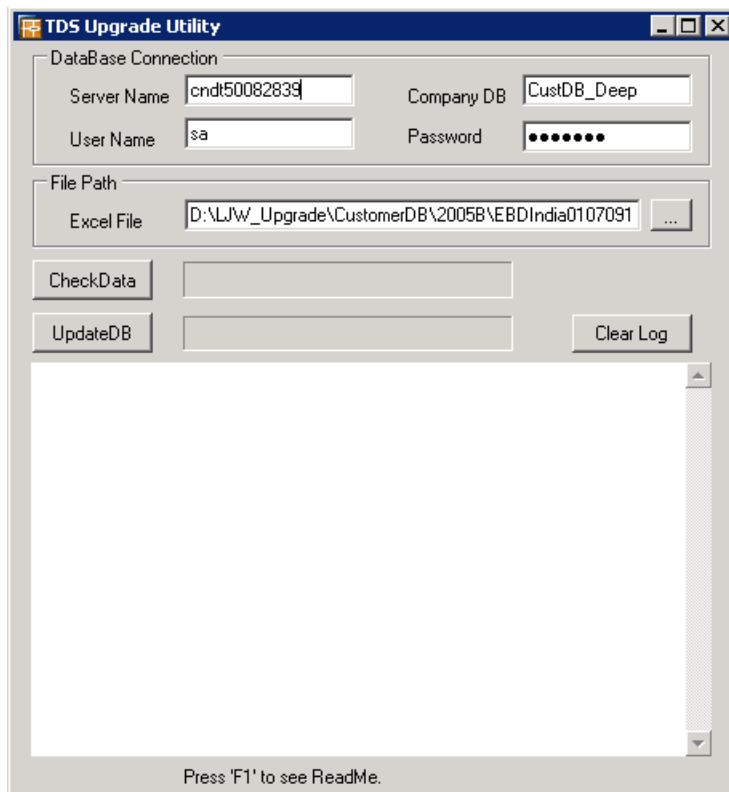
## Using TDS upgrade utility

Run the utility application setup available in 8.8 DVD, this will install TDS upgrade utility.

Specify the server name, DB name, DB user name and password to initiate the process. Define the excel sheet path (where information has been stored for old DB).

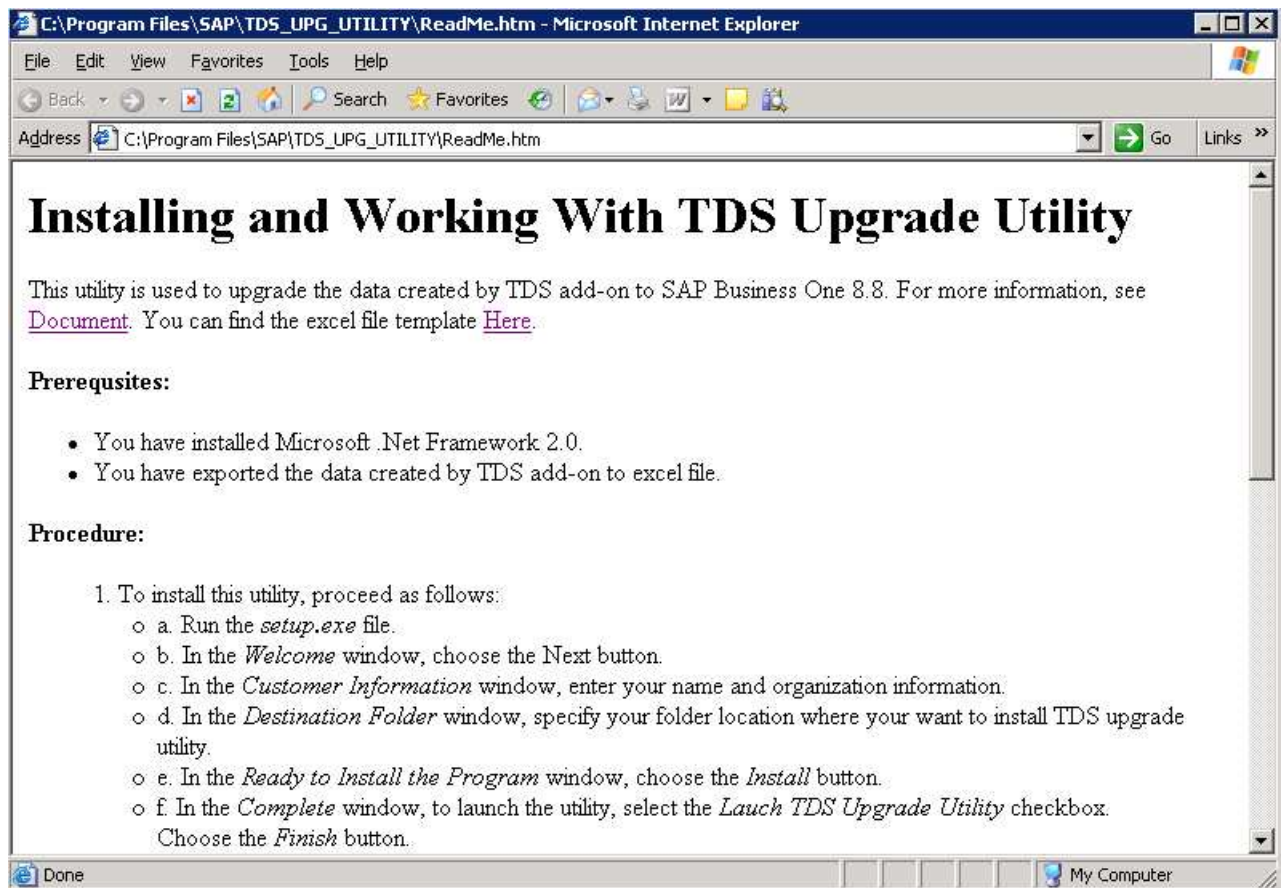
“Check data” button would check the validations and controls implemented in the excel to compliance with; any error message with description shall enlisted in lower grid.

Once the data pass all validations user can update the DB by clicking on “UpgradeDB” button.



More information about the process of running the TDS upgrade utility tool can be found by pressing F1 for help file.

Detailed field and table document can also be downloaded from the link [Document](#) in the help file.



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