



BSPTCL – Sale of tender Papers User Manual

❖ **Business Scenario:**

1. Sale of tender paper to customer.

❖ **Responsibility:**

1. Finance and controlling (FICO) - Headquarter and Circles

❖ **Procedure:**

1.In case of Cash - At the time of invoice

Transaction code - FB70

Credit to Sale of Tender Paper GL – 630207

Debit to Customer A/C - 100065

Credit to SGST Payable A/C GL 219010

Credit to SGST Payable A/C GL 219020

At the time of payment

Transaction Code – F-28

Debit to Cash GL A/C- 160112

Credit Customer A/C - 100065

2.In case of Cheque / Draft / NIFTY

At the time of invoice

Transaction code - FB70

Credit to Sale of Tender Paper GL – 630207

Credit to SGST Payable A/C GL – 219010

Credit to SGST Payable A/C GL 219020

Debit Customer A/C - 100065



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At the time of payment

Transaction Code – F-28

Debit to Incoming GL A/C- 160381

Credit Customer A/C - 100065

1.1 At the time Of Invoice – FB70 - Bank

Enter Customer Invoice: Company Code 1000

Tree on Company Code Hold Simulate Park Editing options

Transactn: R Invoice Bal.: 0.00

Basic d... Payment Details Tax Withholding tax Notes

Customer: 12042021 Sp.G/LI Reference

Invoice date: 12.04.2021

Posting Date: 12.04.2021

Document type: DR Customer Invoice

Cross-CC Number:

Amount: 27946 INR

Calculate Tax

Tax Amount:

Bus.Place/Sectn: /

Text:

FB. Sta...	G/L acct	Short Text	D/C	Amount in doc.curr.	Loc.curr.amount	T...	Tax
			H Cre.			0.00	
			H Cre.			0.00	
			H Cre.			0.00	
			H Cre.			0.00	

Enter the details like

Customer and Invoice Date and reference

Please fill the details like Amount and business place –BH01

Check calculate tax check mark Calculate Tax

And provide tax code O5- (9% OUTPUT CGST+9% OUTPUT SGST)

Give the narration on text column



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Enter Customer Invoice: Company Code 1000

Transactn: R Invoice Bal: 0.00 Customer: CC

Basic d... Payment Details Tax Withholding tax Notes

Customer: 100065 Sp.G/L: ABP PVT LTD
Invoice date: 12.04.2021 Reference: 03 Patna
Posting Date: 12.04.2021
Document type: DR Customer Invoice
Cross-CC Number: 00000000000000000000
Amount: 885.00 INR
 Calculate Tax
Bus.Plac/Sectr: BH01 / BH01
Text: customer Invoice

1 Items (No entry variant selected)

Sta...	G/L acct	Short text	D/C	Amount in doc.curr.	T...	Tax jurisdictrn code	W Assignment
<input checked="" type="checkbox"/>	630207	Sale Of Tender	H Cre...	885.0005			
<input type="checkbox"/>			H Cre...				
<input type="checkbox"/>			H Cre...				
<input type="checkbox"/>			H Cre...				

In line item provide sale of tender GL Code – 630207

And provide gross amount in amount column

Mention narration in text column and Provide profit center in profit center field

Click on enter and click on simulate  button

Document Overview

Reset Taxes Park Complete Choose Save ABC

Doc.Type : DR (Customer Invoice) Normal document
Doc. Number : Company Code 1000 Fiscal Year 2021
Doc. Date : 12.04.2021 Posting Date 12.04.2021 Period 01
Calculate Tax
Ref.Doc. : 03
Doc. Currency : INR

Itm	PK	Account	Account Short Text	Assignment	Tx	Amount
1	01	100065	ABP PVT LTD			885.00
2	50	630207	Sale Of Tender Paper		05	750.00=
3	50	219020	CGST Payable A/C		05	67.50=
4	50	219010	SGST Payable A/C		05	67.50=

Click on Post  button and click on enter

Document 180000017 was posted in company code 1000



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1.2 At the Time of payment – F-28

Post Incoming Payments: Header Data

Process Open Items

Document Date	<input type="text" value="16.12.2021"/>	Type	DZ	Company Code	1000
Posting Date	16.12.2021	Period	9	Currency/Rate	INR
Document Number	<input type="text"/>	Translation dte	<input type="text"/>	Cross-CC Number	<input type="text"/>
Reference	<input type="text"/>	Trading part.BA	<input type="text"/>		
Doc.Header Text	<input type="text"/>				
Clearing Text	<input type="text"/>				

Bank data	
Account	<input checked="" type="checkbox"/> <input type="text"/>
Amount	<input type="text"/>
Amt.in loc.cur.	<input type="text"/>
Bank Charges	<input type="text"/>
Value date	16.12.2021
Text	<input type="text"/>

Open item selection	Additional selections
Account	<input checked="" type="radio"/> None
Account Type	<input type="radio"/> Amount
Special G/L Ind	<input type="radio"/> Document Number
Payt Advice No.	<input type="radio"/> Posting Date
<input type="checkbox"/> Distribute by Age	<input type="radio"/> Dunning Area
<input type="checkbox"/> Automatic Search	<input type="radio"/> Others

Enter details like

Document date and Document Type -DZ

Company Code-1000, Posting date and Period- 01

Reference, Doc. Header text and clearing text

Under Bank data enter details like

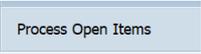
Incoming bank A/C GL, Amount – 1 Rupee

And give value date and assignment number

Give the narration on text column

Under open item selection Tab

Provide details in Account column Customer code-

Click on process open items  tab



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Post Incoming Payments: Header Data

Process Open Items

Document Date	12.04.2021	Type	DZ	Company Code	1000
Posting Date	12.04.2021	Period	1	Currency/Rate	INR
Document Number		Translation dte		Cross-CC Number	
Reference	03	Trading part.BA			
Doc.Header Text	sale of tender paper				
Clearing Text	sale of tender paper				

Bank data

Account	160381	Business Area	
Amount	1	LC Bank Charges	
Amt.in loc.cur.		Profit Center	
Bank Charges		Assignment	12345
Value date	12.04.2021		
Text	sale of tender paper		

Open item selection

Account	100065
Account Type	D <input type="checkbox"/> Other Accounts
Special G/L Ind	<input checked="" type="checkbox"/> Standard OIs
Payt Advice No.	
<input type="checkbox"/> Distribute by Age	
<input type="checkbox"/> Automatic Search	

Additional selections

- None
- Amount
- Document Number
- Posting Date
- Dunning Area
- Others

Document Type

Incoming GL code

Here you can see all open items of customer

Click on  button

Post Incoming Payments Process open items

Distribute Difference Charge Off Difference Editing Options Cash Disc. Due Create Dispute Case

Stand... Partial Pmt Res.Items WH Tax

Document Nu...	D...	Document Date	P...	Busi...	Days...	INR Gross	CashDiscount	CDPer.
1800000014	DR	01.04.2021	01		3		885.00	
1800000015	DR	01.04.2021	01		11		590.00	
1800000017	DR	12.04.2021	01		0		885.00	
1800000018	DR	01.04.2021	01		11		590.00	

Processing Status

Number of Items	4	Amount Entered	1.00
Display from Item	1	Assigned	0.00
Reason Code		Difference Postings	
Display in clearing currency		Not Assigned	1.00

It is showing now in gray mode



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Double click on your line item

Post Incoming Payments Process open items

Distribute Difference Charge Off Difference Editing Options Cash Disc. Due Create Dispute Case

Stand... Partial Pmt Res.Items WH Tax

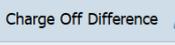
Account items 100065 ABP PVT LTD

Document Nu...	D...	Document Date	P...	Busi...	Days...	INR Gross	CashDiscount	CDPer.
1800000014	DR	01.04.2021	01		3		885.00	
1800000015	DR	01.04.2021	01		11		590.00	
1800000017	DR	12.04.2021	01		0		885.00	
1800000018	DR	01.04.2021	01		11		590.00	

Processing Status

Number of Items	4	Amount Entered	1.00
Display from Item	1	Assigned	885.00
Reason Code		Difference Postings	
Display in clearing currency		Not Assigned	884.00-

In above screen shot your line item showing in green colour

Click on charge of difference button 

Double click on Incoming bank line item

Post Incoming Payments Display Overview

Process Open Items Choose open items Display Currency Account Model Taxes

Document Date: 12.04.2021 Type: DZ Company Code: 1000
 Posting Date: 12.04.2021 Period: 1 Currency: INR
 Document Number: INTERNAL Fiscal Year: 2021 Translation dte: 12.04.2021
 Reference: 03 Cross-CC Number:
 Doc.Header Text: sale of tender paper Trading part.BA:

Items in document currency

PK	BusA	Acct	INR	Amount	Tax amnt
001	40	0000160381 CANARA BANK INC-178		1.00	

D 1.00 C 0.00 1.00 * 1 Line Items

Other line item

PstKy Account SGL Ind TType New Co.Code



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Post Incoming Payments Correct G/L account item

Choose open items Process Open Items More data Account Model

G/L Account CANARA BANK Incoming-8531101011788
Company Code BSPTCL

Item 1 / Debit entry / 40

Amount INR
Calculate Tax

Business place
Profit Ctrs

Value date
Assignment
Text [Long Texts](#)

Next Line Item

PstKy Account SGL Ind New Co.Code

Remove 1 rupee in amount tab

And provide * showing in below screen shot

Post Incoming Payments Correct G/L account item

Choose open items Process Open Items More data Account Model

G/L Account CANARA BANK Incoming-8531101011788
Company Code BSPTCL

Item 1 / Debit entry / 40

Amount INR
Calculate Tax

Business place
Profit Ctrs

Value date
Assignment
Text [Long Texts](#)

Next Line Item

PstKy Account SGL Ind New Co.Code

Click on enter



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Post Incoming Payments Correct G/L account item

Choose open items Process Open Items More data Account Model

G/L Account CANARA BANK Incoming-8531101011788
Company Code BSPTCL

Item 1 / Debit entry / 40

Amount INR
Calculate Tax

Business place
Profit Ctrs

Value date
Assignment
Text Long Texts

Next Line Item

PstKy Account SGL Ind New Co.Code

In amount column amount is showing gross amount

Click on document and simulate

Post Incoming Payments Display Overview

Display Currency Taxes Reset

Document Date Type Company Code
Posting Date Period Currency
Document Number Fiscal Year Translation dte
Reference Cross-CC Number
Doc.Header Text Trading part.BA

Items in document currency

PK	BusA	Acct		INR	Amount	Tax amnt
001	40	0000160381	CANARA BANK INC-178		885.00	
002	15	0000100065	ABP FVT LTD		885.00-	

D 885.00 C 885.00 0.00 * 2 Line Items

Other line item

PstKy Account SGL Ind TType New Co.Code

Check your accounting entry

Click on save button 

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Note: - Same process we have to follow sale of tender paper by cash, here instead of Incoming GL A/C we have to provide Cash GL A/C