

PRASAR BHARATI
(India's Public Service Broadcaster)
Prasar Bharati Secretariat,
Taxation Section
7th Floor, Prasar Bharati House,
Copernicus Marg, New Delhi-110001

No. PB/7(14)(1)/2020-21-Fin/E-Invoicing / 1

Dated: 30.09.2020

Sub : Implementation of E-Invoicing w.e.f. 1st October 2020

Ref : 1.CBIC notification no.68/2019 Dt.13.12.2019
2.CBIC notification no.14/2020 Dt.21.03.2020
3.CBIC notification no.60/2020 Dt.30.07.2020
4.This office GST Circular No.21 Dt.14.09.2020

As per CBIC notifications under reference, E-Invoicing is mandatory w.e.f. 1st October 2020.

This has been brought to the knowledge of both the Directorates and all concerned for further necessary action at their end vide this office GST circular No.21 Dt.14.09.2020.

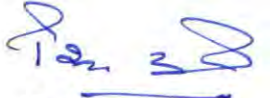
Some of the important points and guidelines in this regards are attached as Annexure-I & II for kind information of all concerned.

For any further query or assistance for registration and implementation of E-Invoicing, the IT wing of PB can be contacted in the following address :-

Name	Contact No.	Email id
1. Shri A K Shrivastava, DDG(IT)	8750604242	akshrivastava@prasarbharati.gov.in
2. Shri Chirag Raj, EA (IT)	9873150801	chiragraj@prasarbharati.gov.in

This is for kind information of both the Directorates & all the verticals of PB with the request for further necessary action for implementation of E-Invoicing w.e.f. 01.10.2020.

Encl :
Annexure – I
Annexure – II


(S.A. Tripathi) 01.10.2020
DDG (Finance)

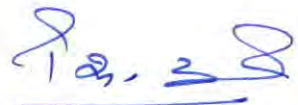
ADG (F), DG:DD,
ADG (F), DG:AIR

Copy for kind information and necessary action :-

1. ADG (B&A),PB/ ADG(HR),PB/ ADG (Archives)/ ADG AIR (Resource)/ ADG Global Out-reach/ ADG (P),Hq.,DG:DD/ ADG (P),Hq.,DG:AIR/ ADG (E),Hq.,DG:DD/ ADG (E),Hq., DG:AIR/ ADG(A),PB/ ADG (Tech)/ ADG(A), DG:DD/ ADG(A),DG:AIR/ ADG(IT),PB/ ADG (NABM)/ ADG(R&D),New Delhi.
2. CE,CCW(Civil), Soochna Bhawan, New Delhi
3. Head of Sales, PB
4. Zonal Head(Programme/Engineering), All zones
5. DDG(B&A and Head B&R),PB/ DDG(A),PB/ DDG (DCS)/ DDG (B&R),AIR/ DDG (Sales),PB/ DDG (Platform & Innovation)/ DDG (Domestic Distribution)/ DDG(IT),PB/ DDG(Sports)/ DDG(knowledge Management),PB/ DDG(Central Store),AIR/ DDG(CP&S),Khelgaon/ Director(PPC),PB .
6. All Head of Office of DDKs/HPTs/DMCs.
7. All Head of Office of AIR Sales Centres (CBS) & CSU Mumbai.
8. All Head of Office of AIR stations
9. All SNO's,AIR/DD
10. DDG(Tech), PB for uploading the same on PB website.

Copy for kind information to:

1. PS to CEO
2. PS to M(F),PB
3. PS to DG:AIR/ PS to DG:DD/ PS to DG:News/ PS to NSD
4. PS to E-in-C (Broadcast Operations)/ PS to E-in-C (Special Initiative & C.S.)


12.28
01.10.2020


**PROCEDURE FOR REGISTRATION AND OPERATION OF
E INVOICING SYSTEM IN PRASAR BHARATI**

(B to B Invoices)

1. As per GST circular no.21 dated. 14.09.2020 of PB and subsequent Video Conferencing on this matter, all SNOs were advised to provide their details to IT wing of PB through google form to create their credentials. Many SNOs have already sent the same and have been registered. But as the launch date is 01.10.2020 and all SNOs and all bill issuing offices/officers need to be on boarded before that, the SNOs who have not yet registered, are now required to register themselves and obtain id and password as per the self help manual (Annexure-II). These credentials will be required to be used from 1st October 2020 by the Bill generating authorities for generation of B to B e-Invoices. Any e-invoice created using these credentials will be counted against the GST returns of that GSTIN.
2. To assist the SNOs in registering in GST portal, the IT wing of PB has prepared a Video Tutorial which can be viewed by clicking the following link -
<https://drive.google.com/drive/folders/1kXV7WAwPRu5B0m5K4a8Qycby-q9qGT48>

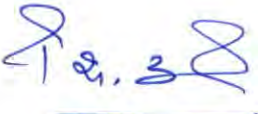
However, a detail manual with steps for registration is also annexed with this circular (Annexure-II)

3. After getting the id and password through registration, the SNOs will share the credentials with the IT wing of PB under intimation to their respective Directorates.
4. The SNOs will also share the credentials with their respective bill generating authorities/DDOs for use in generating E-Invoices.
5. The IT wing of PB has developed a software for reporting details in the GST portal i.e. IRP (Invoice Registration Portal) and obtaining IRN (Invoice Reference Number). All the Bill generating authorities/DDOs are required to be mapped in this software before use. The SNOs will collect the details of requirements as enumerated in Annexure-II from Billing authorities/DDOs for mapping and send the same to the IT wing of PB under intimation to their respective Directorates.
6. The IT wing of PB, upon receipt of the required details will register / map these Bill generating authorities/DDOs in the software and intimate the credentials to them through the SNOs for generating IRN & QR code for E-Invoicing purpose.


01.10.2020

7. The existing procedure of issuing invoice through BATS in Doordarshan Commercial and other modes in the organisation whether for commercial or other Revenue receipts from any source that falls under B to B category will continue as it is. The software will **NOT** generate any invoice and will only facilitate authenticating the invoices through GST portal.
8. The Bill generating authorities for receipt of any B to B revenue and e-way bill will use their SNOs credentials to log in to the GST portal through the in-house software developed by IT wing of PB and upload the invoice details for generating QR code (IRN).
9. In view of the large numbers of invoices being issued by the commercial divisions of AIR & DD, a facility has been provided in the in-house software to upload Excel data downloaded from BATS in the software and generate multiple IRN.
10. The E-Invoice can be generated within 24 hours of the invoice date. The GST portal will not accept IRN generation after one day.
11. There is heavy penalty for non-generation of E-Invoice after 1st October 2020.
12. In case of transfer, retirement etc. of the Bill generating authority or SNO, the concern will intimate the details of their substitute to the IT wing of PB immediately through respective Directorates.
13. The GST cells of both the Directorates will monitor and ensure the progress of the registration, mapping and implementation process and update the status to Prasar Bharati.
14. For any further query or assistance the IT wing of PB can be contacted in the following address :-

Name	Contact No.	Email id
1. Shri A K Shrivastava, DDG(IT)	8750604242	akshrivastava@prasarbharati.gov.in
2. Shri Chirag Raj, EA (IT)	9873150801	chiragraj@prasarbharati.gov.in


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Video Tutorials Link -

<https://drive.google.com/drive/folders/1kXV7WAwPRu5B0m5K4a8Qycby-q9qGT48?usp=sharing>

Steps for Registration :

For SNOs

Part A - Steps to be followed for generating PB e-Invoicing Test credentials (These credentials are testing credentials and any data entered in it will not be counted in GST returns). Skip this part and go to Part B if you already received the credentials from IT Team.

1) To Validate the GSTIN details

URL - <https://einv-apisandbox.nic.in/einvapiclient/EncDesc/Registration.aspx>

Video - PartA_Step1_Validate_GST_details.webm

2) To create test credentials

URL - After verifying OTP in above link


Video - PartA_Step2_Create_test_credentials.webm

What IT Team needs - Username and password created in this process and an SMS containing Client ID and Secret.

Send this information to chiragraj@prasarbharati.gov.in or WhatsApp on 9873150801 mentioning your GSTIN and station name. And also step name - 2) To create test credentials.

After receiving above information, IT Team will generate credentials for test PB e_invoicing application and will send them over official mail ID.

PB e-Invoicing Test application - <https://betaeinvoice.prasarbharati.org/>


01.10.2020

Part B - Steps to be followed for generating PB e-Invoicing credentials for Live applications (These credentials will be required to be used from 1st Oct, Any invoice created using these will be counted in GST returns)

1) To create login credentials for GST portal, skip this step and go to step 2) if you already have credentials of e Way Bill system.

URL - <https://einvoice1.gst.gov.in/Home/UserRegistration>

Video - PartB_Step1_Create_login_GST.webm

2) To Login into e Invoice govt portal and create username and password for IT Team.

You can use credentials created in above steps or use your e way bill system credentials.

URL - <https://einvoice1.gst.gov.in>

Video - PartB_Step2_Create_username_API.webm

What IT Team needs - Username and password created in this process and an SMS containing Client ID and Secret.

Send this information to chiragraj@prasarbharati.gov.in or WhatsApp on 9873150801 mentioning your GSTIN and station name. And also step name - 2) To create Login into e Invoice govt portal and create username and password for IT Team.

After receiving above information, IT Team will generate credentials for Live PB e_invoicing application and will send them over official mail ID.

For DDOs/Bill generating Authorities

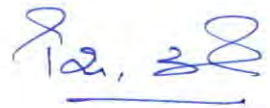
If you use GSTINs under SNO or other offices and create invoice on that. You need to have PB application credentials.

Please drop a mail to chiragraj@prasarbharati.gov.in with CC - akshrivastava@prasarbharati.gov.in having below details

DDO* Name
DDO* email
DDO* mobile
SNO station

*or

Bill generating authorities details


01.10.2024