Ticket ID	TT6510
Ticket description	Bill Checking Implementation In Ticketing
	System
Created by	Manali Bhadirage
Created on	28/10/2022
Priority	High
Version	1.0

#### Version

Sr. No	Version no	Version Date	User name	User department
1	1.0	10/28/2022		
2	1.1	30/03/2023		
3	1.2	04/04/2023		
4	1.3	07/04/2023		

#### Approvals

Field	Name of the User	Approved date by the
		user
Actual User Name	Aditya Shah	
	Gaurav Shah	
Actual User Department		
Organization Name		
Assigned BA	Manali Bhadirage	
Assigned Developer	Punam Shinde	
	Rushikesh Harkare	
Assigned Tester	Amreen Shaikh	
	Abhijeet Ghodke	

#### Estimation

Department name	Estimate d Time	Scheduled Date (Starting date )	Estimated date	Actual delivery date
	(In hr)			
BA				
Development				
Testing				

### Introduction

We need to build Bill Checking module in our Ticketing System. Through bill checking module in ticketing system, client can add the bill in the system. The submitted bill is assigned to the HOD. When HOD approves the bill, there are two ways for the completion of the payment as below:

1) This bill is assigned to account team for the approval. The account team checks the bill and the bill is passed if there is no query. Further, account team enters the bill in the system and releases payment of that bill.

2) This bill is assigned to account team for the approval. The account team checks the bill and the bill is passed to the audit team. Then the audit team checks the bill, enters the bill in the system and releases the payment of that bill.

#### <mark>System Rules</mark>

Provide on field validations to all fields in entire bill checking module (web app + mobile app)

#### **Proposed system**

#### List of Masters

Following are the masters that we require in our module:

- Country Master
- State Master
- City Master
- Department Master
- Designation Master
- Employee Master
- Role Master
- Tenant Master
- Vendor Master
- Payment Template Master
- Bill Type Master

We require following sub-modules:

- Bill Checking Transaction
- Authority Based Mapping

### Vendor Master

Following are the field we need while adding the vendor:

- Vendor Name
- Address
- Country
- State
- City
- Pin Code
- Mobile No.
- Email
- Adhar No.
- Adhar No. Attachment
- Pan No.
- Pan No. Attachment
- MSME No.
- MSME No. Attachment
- GST No.
- GST Attachment
- ERP account name

- Consider in payment (yes/no/petty cash)
- Bank Name
- Bank Branch Name
- Account No.
- IFSC Code
- Beneficiary Name
- Bank Passbook Attachment
- Cheque Attachment
- Payment Template
- Save (button)
- Back (button)

FIELDS	DESCRIPTION
Vendor ID	While adding vendor, vendor ID field will not be displayed.
	Vendor ID field will be displayed only after vendor is added and
	in edit.
	For each new addition of vendor, vendor ID will be displayed in
	auto incremental number. Vendor ID should be disabled field in
	edit action.
Vendor Name	User will enter vendor name in this field. It should accept
	characters, numbers and space. It should accept English /
	Devanagari script.
	Maximum length of 50 characters should be accepted.
Address	User will enter vendor's address in this field. It should accept
	characters, numbers, special characters and space.
	Maximum length of 50 characters should be accepted.
Country	It will be drop-down consisting of list of countries. (list of countries
	from country master)
State	It will be drop-down consisting of list of states as per selected
	country. (list of states from state master)
City	It will drop-down consisting of list of cities as per selected state.
	(list of cities from city master)
Pin Code	User will enter pin code of respective city as per address. It should
	accept numbers.
Mobile No.	User will enter vendor's mobile 10 digit mobile no.
	Consecutive ten zeros shouldn't be accepted.
Email	User will enter email address of vendor. It should accept
	characters, numbers, space and special characters. Maximum
	length should be of <mark>50</mark> inputs.
Adhar No.	User will enter 12 digit Adhar No.of vendor.
	Beside this input field, it should have icon to attach file user will
	attach the image of Adhar Card of the vendor. If user just attaches
	image of Adhar no., then vendor name and Adhar no. Should get
	auto-filled whereas these fields will also be editable.
	One Adhar no. should be used for registration only once. (each

	vondor will have unique Adher real
	vendor will have unique Adhar no.)
	Attachment should accept single file of png, jpeg, jpp and pdf
	extensions only.
PAN No.	User will enter 10 digit alphanumeric PAN No. of vendor.
	Beside this input field, it should have icon to attach file user will
	attach the image of Pan Card of the vendor. If user just attaches
	image of pan no., then vendor name and pan no. Should get auto-filled whereas these fields will also be editable.
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	One PAN no. should be used for registration only once. (each
	vendor will have unique pan no.)
	Attachment chould accent single file of and inor, included
	Attachment should accept single file of png, jpeg, jpp and pdf extensions only.
MSME No.	Optional field
	User may enter vendor's MSME number if any.
	It could be either udyog adhar number or udyam number.
	It should be of minimum 12 digits and maximum 19 digits.
	Udyog adhaar number consist of 12 digits. (only numbers like
	adhaar number). It should not accept twelve consecutive zeros.
	Udyam number format:-
	First 5 Letters, Next 2 Digits represent state code, Next 2 Digits
	represent city code, Next 7 Digits are special Udyam Code
	assigned to a company, similar to an Aadhar number.
	Beside this input field, it should have icon to attach file user will
	attach the image of MSME certificate of the vendor.
	One MSME no. should be used for registration only once. (each
	vendor will have unique MSME no.)
	Attachment should accept single file of png, jpeg, jpp and pdf
	extensions only.
	Once files are attached, it should have option to zoom as well as
	delete.
	Once files are attached it should be displayed with hyperlink.
GST No.	User will enter 15 digit GST No. of vendor.
	The first 2 digits of the 15 digit GSTIN represents the state code.
	The next 10 digits are the PAN of the person or the business
	entity.
	The thirteenth digit is based on the number of registrations done

	by the firm within a state under the same PAN.
	The fourteenth digit will be the alphabet "Z" by default.
	The last digit is called the check code to detect errors and can be
	denoted by either a number of an alphabet.
	Beside this input field, it should have icon to attach file user will
	attach the image of GST certificate of the vendor. If user just
	attaches image of GST no., then vendor name and GST no. should
	get auto-filled whereas these fields will also be editable.
	One GST no. should be used for registration only once. (each
	vendor will have unique GST no.)
	Attachment should accept single file of png, jpeg, jpp and pdf
	extensions only.
	Once files are attached, it should have option to zoom as well as
	delete.
	Once files are attached it should be displayed with hyperlink.
ERP Account	Optional field.
Name	It should display vendor name in the field whereas it should also
	be editable. Vendor name and ERP account name can be same as
	well as can be different.
	Maximum length of 50 characters should be accepted.
Consider in	It will be drop-down consisting list of Yes, No & Petty Cash.
payment	
	If user selects Petty Cash from drop-down, then it should display
	three more fields namely:
	Card No It should accept only numbers up to 20 digits only
	without space.
	<ul> <li>Reference No It should accept alphanumeric inputs upto 20</li> </ul>
	digits. It should accept hyphen and space.
	<ul> <li>Narration - It should accept alphanumeric inputs with</li> </ul>
	maximum length of 20. It should accept space.
Bank Name	User will manually enter bank name of the vendor. It should
	accept characters, numbers and space.
	Maximum length of 50 characters should be accepted.
Bank Branch	User will manually enter bank branch name of the vendor. It
Name	should accept characters, numbers and space.
	Maximum length of 25 characters should be accepted.
Account No.	User will manually enter bank account number of the vendor. It
	can be alphanumeric.
	Maximum length of 25 characters-numbers should be accepted.
IFSC Code	User will manually enter IFSC code of the vendor. It can be
	alphanumeric.
	Maximum length of 20 characters should be accepted.
Beneficiary	User will manually enter the name of the vendor on bank account
Name	in this field.

	It should accept characters, numbers and space.
	Maximum length of 50 characters should be accepted.
Bank Passbook	user will attach the <mark>single</mark> image of bank passbook of vendor.
Attachment	Attachment should accept single file of png, jpeg, jpp and pdf
	extensions only.
	Once files are attached, it should have option to zoom as well as
	delete.
	Once files are attached it should be displayed with hyperlink.
Cheque	user will attach the <mark>single</mark> image of cheque attachment.
Attachment	Attachment should accept single file of png, jpeg, jpp and pdf
	extensions only.
	Once files are attached, it should have option to zoom as well as
	delete.
	Once files are attached it should be displayed with hyperlink.
Template	Payment template is set against vendor .
	So, this field has drop-down which consist of list of active
	templates from payment template master.
Status	It will have Active / Deactive radio button. By default while adding
	vendor, active radio button should be enabled at beginning.
Save (button)	Once details of vendor is added, it should get saved and displayed
	in the grid once saved.
Back / Close	If any details are added , it shouldn't get saved if user clicks on
(button)	clicks on save / close.

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<ul> <li>Payment Template</li> <li>Master</li> </ul>	20	8	Active	PriyaB	Pune	411011	5947184522	amreenTest	3585057603	PFNFG2384T	785369	06PFNFG23	Bank Of Ma.
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Fig: Vendor Master

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My-Task	Ven	Add vendor					,	<		Add Vendo
		Vendor Name :*		Mobile No :*		Email Id :*				
n Project Management	Sea									
🕇 Reports 🔍		Address :*		Country :*	State :*	City :*	Pincode :*			
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🕇 Menu Management 🗵		Adhar No :*	Adhar Atta	chment :*	PAN No :*		PAN Attachment :*		O6DEKPF00	ICICI Bank
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<ul> <li>Bill Checking </li> <li>Vendor Master</li> </ul>		Bank Name :*	Bank Bran	:h Name :*	Account No :*		IFSC Code :*	785369	06AGNFG23	Bank Of Ma
Payment Template										
Master Bill Type Master		Beneficiary Name :*	Passbook A	attachment : •	Cheque Attachment :*		Consider In Payment :*	785369	06PFNFG23	Bank Of Ma
Bill Checking			Choose	File No file chosen	Choose File No file	chosen	SELECT		34CRRPB45	581
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Enable RTL Mode!	4	• Active O Deactive	e							•
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Fig: Add Vendor

Once the vendor is added, it will be displayed in the grid. **Grid** will have following columns in list:

- Action View, Edit
- Vendor ID While adding vendor, vendor ID field will not be displayed.
   Vendor ID field will be displayed only after vendor is added and in edit. For each new addition of vendor, vendor ID will be displayed in auto incremental number. Vendor ID should be disabled field in edit action.
- Vendor Name
- Address
- Country
- State
- City
- Pin Code
- Mobile No.
- Email
- Adhar No.
- Pan No.
- MSME No.
- GST No.
- Acme Account Name
- Consider in payment (yes/no/petty cash)
- Bank Name
- Bank Branch Name
- Account No.
- IFSC Code
- Beneficiary Name
- Template
- Drop-down of attachments (it will display name of all attachments and have provision to view)

- Status
- Created at
- Created by
- Updated at
- Updated by

## Payment Template Master

Payment template is set against Vendor. It has following fields:

- Template Name
- Payment Type
- Bill Date Type
- Min Days
- Payment weekly
- Bill Day
- Remark
- Is Active
- Save (button)
- Back / Close (button)

FIELDS	DESCRIPTION
Template	User will enter name for the template in this field. It should accept
Name	characters, special characters, numbers and space.
	Template name will be unique (same template shouldn't get
	added more than once.)
Payment Type	It consists of drop-down consisting "monthly" and "weekly" in the list.
	If user selects "monthly" from this drop-down, then "Payment
	weekly" field will be disabled.
	If user selects "weekly" from this drop-down, then "Bill Day" field will be disabled.
Bill Date Type	It consists of drop-down consisting "Bill Date" and "Received Date" in the list.
Min Days	User will manually enter the number of minimum days in this field.
	It should accept only numbers.
Payment	If user selects "monthly" from Payment type drop-down, then
weekly	"Payment weekly" field will be disabled.
	If user selected "weekly" from Payment Type drop-down, then Payment weekly field will display drop-down consisting Sunday, Monday, Tuesday, Wednesday, Thursday, Friday and Saturday in the list. It will be multi-select.
Dill Davi	
Bill Day	If user selects "weekly" from Payment type drop-down, then "Bill Day" field will be disabled.
	If user selects "monthly" from Payment type drop-down, then
	user will manually enter number in Bill Day column.
	It should accept comma.
Remark	Optional.
	User will enter additional notes in this field. It should accept

	characters, numbers and space. It should accept English /
	Devanagari script.
	Maximum length will be <mark>50</mark> characters.
Is Active	It will have radio button for yes and no.
	By default while adding template, it should display radio button as
	Yes.
Save (button)	Once details of vendor is added, it should get saved and displayed
	in the grid once saved.
Back / Close	If any details are added , it shouldn't get saved if user clicks on
(button)	clicks on save / close.

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Project	2 0	5	Template Han		Select Payment Type		ct Bill Type		मराठी	2023-01-25	Manali Bha	
Management	E 💿	4	Min Days :*		Select Payment Type Monthly			_	Tested Abhi	2022-12-22	Abhijeet Gh	
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Connector 🤝		2	Remark :*						Template 2	2022-11-26	Rushikesh	
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Bill Checking			Status :* O Active	O Deactive								
Vendor Master												
<ul> <li>Payment Template</li> <li>Master</li> </ul>							Add	Cancel				
Enable Dark Mode! Enable RTL Mode!												
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Fig: Add -> Payment Template

All the added templates should be displayed in the **grid of payment template master**. List will have following fields:

- Edit action
- Sr.
- Status
- Template name
- Payment type
- Bill date type
- Bill day
- Payment weekly
- Min days
- Remark
- Created at
- Created by
- Updated at
- Updated by

Also, the added templates should be reflected in Template drop-down of vendor master.

## Bill Type Master

All the added bill types should be reflected in "Bill type" Drop-down of Bill Checking Transaction module. It has following fields:

- Bill Type
- Assigned user(s)
- Remark
- Status
- Save (button)
- Back / Close (button)

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FIELDS	DESCRIPTION
Bill Type	User will enter name for the Bill Type in this field. It should accept
	characters, special characters, numbers and space.
Assigned	It will be drop-down displaying list of active users from user
user(s)	master.
	User can map multiple users for one bill type.
	By selecting employees, it specifies that the particular bill can be
	assigned to specified users only.
	Example: If we create bill type named as "Light bill" and in
	assigned person we select manali, harshali and rushikesh then
	while submitting light bill from add -> bill checking transaction
	then only these assign user can be displayed in "assign to"
	drop-down.
Remark	User will enter additional notes in this field. It should accept
	characters, numbers and space. It should accept English /
	Devanagari script.
	Maximum length of 50 characters should be accepted.
Status	It will have radio button stating active / inactive fields in it.
	It should keep "active" status by default.
	If any bill type is made inactive by user, it shouldn't be displayed in
	"Bill Type" drop-down of Transaction module.
Save (button)	Once details of vendor is added, it should get saved and displayed
	in the grid once saved.
Back / Close	If any details are added , it shouldn't get saved if user clicks on
(button)	clicks on save / close.

Once the bill type is added, it should be displayed in the **bill type master -> grid** with following fields:

- Action view, edit
- Sr. no.
- Status
- Bill type
- Remark
- Created by

- Created at
- Updated at
- Updated by

## Bill Checking Transaction

On dashboard of Bill Checking Payment, we will display following menus:

- Add Data
- Filter
- List of all bills submitted assigned to logged in person

Through filter button, user can search the bill from entire bill checking system. It gives provision to user to search bills which might be assigned to anyone or created by anyone. (Bills which are not created / assigned to the user who has logged in, then he/she will not have access to any edit action in the bill.) Once user clicks on **Filter** button, it should direct user to further page which will display following fields:

- ♦ Bill ID
- Vendor Bill No
- ♦ Bill Type
- Vendor Name
- Bill Status Solved, unsolved, canceled.
- ♦ Assigned to
- ♦ Bill Date
- ♦ Received Date
- Payment Date
- ♦ Search (button)

FIELDS	DESCRIPTION
FIELDS Bill ID Vendor bill no Bill type	User will manually enter single Bill ID. It should display expected bill id and its details in grid. In case entered bill id doesn't exist, then it should display message as 'There are no such records.'. User will manually enter single vendor bill no. It should display expected bill vendor bill no. and its details in grid. In case entered bill id doesn't exist, then it should display message as 'There are no such records.'. It will display bill types from bill type master. It will be multi-select.
	It can display deactive bill types from bill type master because there are possibilities of having bill types which might be added earlier however disabled later.
Vendor name	It will display vendor names from vendor master. It will be multi-select. It can display deactive vendor names from vendor master because there are possibilities of having bill of the selected vendor which might be added earlier however disabled later.

Bill status	It will be multi-select drop-down. It will display following status in the list - solved, unsolved and canceled.
	Bills having payment status as Hold, hold till audit, release will be displayed under unsolved bills.
	Paid will be displayed in solved bills.
	If total net amount is 1000/ Out of this, 800/- is hold till audit and 200/- is release. Then as ticket holds both the status for amount, then this bill should be displayed when user is searching either for hold till audit or for release.
Assigned to	It shoukd display list of active users from user master. It will be multi-select.
Bill date	It will display the date in calender picker till current financial year.
Received date	It will display the date in calender picker till today.
Payment date	It will display the date in calender picker till current financial year.

Following are the fields in "Add Bill Data" of Bill checking Transaction sub-module:

- Bill Type
- Assign to
- Vendor Name
- Branch Name
- Expected Bill Received Date (only in case of advance given bill)
- Vendor Bill No.
- Bill Date
- Received Date
- Debit Advance
- Taxable amount
- GST IGST
- Round off
- TCS Amount
- Bill Amount
- TDS Applicable (check-box)
  - ➤ TDS %
  - TDS Section
  - TDS Constitution
  - TDS Amount
- Net Payment
- Net Payment in words
- Remark
- Audit Remark
- Attach Invoice
- Save (button)
- Back / Close (button)

FIELDS	D

#### DESCRIPTION

Bill ID	It will be unique auto-incremental and disabled field. Bill Id will
	be displayed in grid after the bill is added.
Bill Type	It will display drop-down where list of bill types will be displayed
	from "Bill Type Master".
Assign To	As per selected bill type, it will display the list of users here to
	whom the selected bill type was mapped.
	As per selected bill type, list of users should be displayed.
Vendor Name	It will display drop-down where list of bill types will be displayed
	from "Bill Type Master".
Branch Name	When "Light bill" bill type is selected, then Branch Name field
	will be displayed.
	It will have drop-down displaying list of branches from 'branch
	master'.
Expected Bill	This field will only be displayed in cases where bill is yet to be
Received Date	received. (example - Advance give bill type)
Vendor Bill No.	User will manually enter the vendor's bill no.
	It should accept both characters and numbers.
	It should accept maximum length of 25 values.
	It should accept only / special characters.
Bill Date	User will manually select the bill date from calender.
	(the date on bill)
	User can select back date or future date.
Received Date	It should automatically display today's date and should be read
	only field.
Debit Advance	Advance amount is considered when we have given few amount
	to the vendor or any earlier bills extra amount was kept with
	vendor. This advance amount will be debited from newly added
	bill.
	Whenever any advance amount is already paid and bill is
	submitted for the remaining amount, then user will manually
	enter the advance amount in this field.
	It should accept decimal values.
	It should accept decimal point only once.
	It should accept maximum two digits after decimal point.
	It should accept negative value.
Taxable Amount	User will manually enter the amount in this field on which tax
	should be applied.
	It should accept decimal values.
	It should accept decimal point only once.
1007 / 007	It should accept maximum two digits after decimal point.
IGST / GST	IGST will have checkbox.
	If user doesn't tick on checkbox, then it will be considered as
	"GST" amount which will further be divided equally as CGST and
	SGST.
	If user ticks on checkbox, then it will be considered as IGST

	amount.
	It should accept decimal values.
	It should accept decimal point only once.
	It should accept maximum two digits after decimal point.
Round Off	User will manually enter the amount in this field which will not
	be considered for tax.
	It should accept decimal values.
	It should accept decimal point only once.
	It should accept maximum two digits after decimal point.
TCS	Where total turnover is more than Rs. 10 crores in the previous
	financial year and receives sale consideration of any products of
	more than Rs. 50 lakhs, such seller must collect TCS upon
	receiving consideration from the buyer on such amount over
	and above Rs. 50 lakhs
	Amount will be entered manually.
	It should accept decimal values.
	It should accept decimal point only once.
	It should accept maximum two digits after decimal point.
Bill Amount	It will auto-calculate and display Bill amount.
	Bill Amount = Taxable Amount + GST + Round Off + TCS
	It is read only field.
TDS Applicable	Employers and organisations with a valid TAN are qualified for
	filing TDS returns.
	In a scenario where, credit or payment to a contractor under
	TDS Section 194C is below TDS threshold limit of INR 1,00,000 in
	aggregate in a financial year and single transaction threshold
	limit INR 30,000, TDS will not be deducted.
	It will be check-box. If user ticks on it, it will display following
	fields:
	<ul> <li>TDS Section</li> </ul>
	<ul> <li>TDS Section</li> <li>TDS Constitution</li> </ul>
	<ul> <li>TDS constitution</li> <li>TDS %</li> </ul>
	<ul> <li>TDS //</li> <li>TDS Amount</li> </ul>
	When yearly hill amount of particular yender eveneds
	When yearly bill amount of particular vendor exceeds
	50,00,000/- then it is mandatory to fill TDS details.
	TDS Section will have drap down displaying list as 1044
	<b>TDS Section</b> will have drop-down displaying list as - 194A,
	194CB, 194J, 194I, 194H and 194IB.
	If your colored 104A, then it chould display "non-correction
	If user selects 194A, then it should display "non company
	deductee" in drop-down TDS constitution.
	If we are called a 10400, then it also be distributed we are a single
	If user selects 194CB, then it should display "Company with

	surcharge" and "Non company without surcharge" in drop-down of TDS Constitution.
	If user selects 194J / 194I, then it should display "Company without surcharge" and "Non company without surcharge" in drop-down of TDS Constitution.
	If user selects 194H / 194IB, then it should keep TDS constitution field as blank.
	<b>TDS% -</b> If user selects 194A and "non company deductee" as TDS constitution, then it should display 10% in <b>TDS%</b> field.
	If user selects 194CB and "company with surcharge" as TDS constitution, then it should display 2% in TDS% field. If user selects 194CB and "Non company without surcharge" as TDS constitution, then it should display 1% in TDS% field.
	If user selects 194J / 194I and "company with surcharge" / "Non company without surcharge" as TDS constitution, then it should display 10% in TDS% field.
	If user selects 194H / 194IB, then TDS % should be kept 0 by default.
	<b>TDS Amount</b> should be auto-calculated and displayed as per taxable amount against TDS%. TDS Amount = Taxable amount * (value in TDS% field / 100)
TCS Applicable	It will be checkbox (based on authority). For others it will be disabled. (For purchase of more than 50,00,000, TCS is applicable to seller and the authorised person checks this box, which defines that TCS will be applicable on this bill for this seller.)
Net Payment	It is read only field.
	Net Payment = Bill Amount - Debit Advance - TDS Amount
	Net payment will display amount by discarding decimal numbers if it is below 0.50. Whereas, Net payment will display amount by +1 if decimals of bill amount is beyond 0.50.
	Moreover, in case of TDS if there is any tiny decimal number, it is considered as 1 rupee.
	Example 1: If taxable amount is 10000.51, GST = 0, Round off = 0, TCS =0, then bill amount will be 10000.51 and net amount =

	10001.
	Example 2: If taxable amount is 10000.49, GST = 0, Round off = 0, TCS =0, then bill amount will be 10000.49 and net amount = 10000.
	Example 3: If taxable amount is 10000.49, GST = 0, Round off = 0, TCS =0, then bill amount will be 10000.49. If we select 194A - non company deductee, then TDS % will be 10% and TDS amount will be 1001. Thus, net payment = 10000-1001 = 8999.
	Example 4: If taxable amount=1022.49, GST = 333.52, round off = 200.20, TCS = 10.10 then bill amount = 1566.31. If we select 194a section and non company deductee, then TDS%= 10 and thus TDS amount = $1022.49 * (10/100) = 102.249$ which will be considered as 103. Thus net payment = $1656 - 103 = 1553$ .
	If debit advance > net payment, then reset debit advance to 0 and display message "Debit advance cannot be greater than net payment."
Net Payment in words	It should display Net payment in words.
Remark	User will enter additional notes in this field. It should accept characters, numbers and space. It should accept English / Devanagari script.
Audit Remark	Audit team will enter additional notes in this field. It should accept characters, numbers and space. It should accept English / Devanagari script.
Attachments	User will attach the invoice of the bills here for reference.
	It would be multi select. It should accept png, jpg, jpeg and pdf files. It should accept maximum 50 files.
	Once files are attached, it should have option to zoom as well as delete.
Save (button)	Once details of vendor is added, it should get saved and displayed in the grid once saved.
Back / Close (button)	If any details are added , it shouldn't get saved if user clicks on clicks on save / close.

Data			
Ell Type:	Sab Bill Typer		*Assign Tor
select Bil Type *	Select Bill Type	*	Select Assign To *
Vendor Name:	*Branch Name: Select Branch	*	
lendor Bill No: Party Bill No	Chalan/PO Nec PO No	*Bill Date:	
not available (enter 'NA' in above field)			
eceived Date:	Debit Advances		
2022-11-01	0		
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Fig: Add Data

Once the bills are submitted, it should be displayed in the list of the employee to whom the bill is assigned to. List will display following columns:

- Actions
- ♦ Sr No.
- ♦ Bill ID
- vendor name
- Payment date
- ♦ Bill no.
- Actual payment date
- Bill amount
- Net amount
- Net amount in words

- Bill status Unsolved (hold, hold till audit, release) / unsolved (paid)
- Bill type
- Assign from
- Assign to
- Taxable amount
- Debit advance
- Bill date
- Received date
- Hold amount
- Actual paid
- Cancel Bill Is active will be either yes or no.
- TCS Applicable
- Authorised by HOD
- Authorised by Management
- Created at
- Created by
- Updated at
- Updated by

Bill should be displayed in the grid of person to whom the bill is assigned to.

Actions will have following fields:

- 1. View
- 2. Cancel Bill
- 3. Edit
- 4. History
- 5. Payment History
- 6. Payment Detail
- 7. Assign Person Detail
- 8. Bifurcate Amount

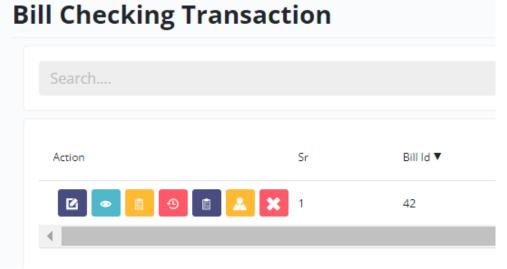


Fig: Bill checking transaction -> list of actions

1. View Action - It will display all the fields of added bill.

- Bill ID
- Bill Type
- Assign to
- vendor name
- vendor bill no
- bill date
- received date
- debit advance
- igst/gst
- taxable amount
- round off
- tcs
- bill amount
- TDS details It will display 0 in TDS amount if TDS wasn't applied. In case TDS field was filled while adding bill, then in view it will display all tds details. (TDS section, TDS constitution, TDS%, TDS Amount)
- net payment
- net payment in words
- remark
- internal audit remark
- external remark
- Authorised by HOD
- Authorised by Management
- Cancel
- updated by, updated at
- Attachments

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				🌲 Manali Bhadirage
My-Task	Bill No: F1			
Project Management	Bill Type : *	Assign To : *	Vendor Name : *	
Reports 🤝	Software Bill type	ManaliB	Rushikesh services	
Connector 🤝	Vendor Bill No :*	Bill Date: *	Recieved Date: *	
Menu Management 👻	101A	04/01/2023	01/11/2023	
Tenant Master 🚽	Debit Advance: *	Taxable Amount: *		Round Off:
Settings 🚽	0	10000	500	100
Bill Checking 🚽	TCS: *	Bill Amount: *		
Vendor Master	50	10650	TDS Applicable:	
<ul> <li>Payment Template</li> <li>Master</li> </ul>	Net Payment : *	Remark History:	Audit Remark:	External Remark:
Bill Type Master	10650	view testing		
<ul> <li>Bill Checking</li> <li>Transaction</li> </ul>				
<ul> <li>Approval Settings</li> </ul>			1	
<ul> <li>Bill Payments</li> </ul>	Status :*			
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*				Activate Windows
				Go to Settings to activate Window

Fig: View Action

## 2. Edit Action

Following are the fields in "Add Data" of Bill checking Transaction sub-module:

- Bill ID
- Bill Type
- Assign to
- Vendor Name
- Branch Name
- Expected Bill Received Date (only in case of advance given bill)
- Vendor Bill No.
- Bill Date
- Received Date
- Debit Advance
- Taxable amount
- GST IGST
- Round off
- TCS Amount
- Bill Amount
- TDS Applicable (check-box)
  - ➢ TDS %
  - TDS Section
  - TDS Constitution
  - TDS Amount
- Net Payment
- Net Payment in words
- Original Bill Received (checkbox)
- Internal Audit based on authority.
- External Audit Authorised by HOD (checkbox based on authority)
- Authorised by Management (checkbox based on authority)
- Bifurcate By (drop-down)
- Remark
- Remark History It should display all the remarks added by previous person along with date, time and login name.
- Internal Audit Remark
- External Audit remark
- Attach Invoice
- Is Active (yes / No) If user wants to cancel the bill, it will be marked as in active. Provision to mark active or inactive will be based on authority. Once the bill is canceled / deactivated it should be highlighted and its status should be 'canceled'. Canceled bills won't be displayed in the assigned person's login or the person who has submitted the bill. Canceled bill can be retrieved through filter button of bill checking transaction-> with it's status as canceled.
- Save (button)
- Back / Close (button)

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	Edit Data								
My-Task	Bill Type : •	Assign To : •		Vendor Name : *					
Project Management	Software Bill type	ManaliB	~ ]	Rushikesh services	v				
Reports 🤍	Vendor Bill No : *	Bill Date: •		Recieved Date: *					
Connector 🔍	101A	04/01/2023		01/11/2023					
Menu Management 🔻	Debit Advance: *	Taxable Amount: *		GST/GST :*		Round Off:			
Tenant Master	0	10000		500		100			
Settings 🚽	TCS: *	Bill Amount: *							
Bill Checking	50	10650		TDS Applicable:		TCS Applicable:			
Vendor Master	Net Payment : *								
<ul> <li>Payment Template</li> <li>Master</li> </ul>	10650	Original Bill Needed							
Master ▶ Bill Type Master	Remark History:	Internal Audit Re	mark:		External Rema	rk:			
<ul> <li>Bill Checking</li> <li>Transaction</li> </ul>	view testing								
<ul> <li>Approval Settings</li> </ul>									
<ul> <li>Bill Payments</li> </ul>		11		11					
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	<b>N</b> 🖸					Go to Settings	to activa	ate Wir	ndows

 Fig: Edit action of bill checking transaction

FIELDS	EDITABLE
Bill ID	No
Bill Type	Yes
Assign To	Yes
Vendor Name	Yes (based on authority)
Branch Name	yes
(like for light bill)	
Expected Bill Received Date	yes
(like for advance given)	
Vendor Bill No.	Yes
Bill Date	Yes ( past year bill date
	based on authority)
Received Date	No (based on authority)
Debit Advance	Yes
Taxable Amount	Yes
IGST / GST	Yes
Round Off	Yes
TCS	Yes
Bill Amount	No (autofilled)
TDS Applicable	Yes
Net Payment	No (autofilled)
Net Payment in words	No (autofilled)
Cancel	Yes (based on authority)
Bifurcate By	Yes
Remark History	No
Internal Audit Remark	Only by internal audit team
External Remark	Yes

FIELDS	DESCRIPTION
Original Bill	It will be checkbox based on authority.
Received	
Bifurcate By	<ul> <li>In "bifurcate by" following fields are displayed:</li> <li>Drop-down</li> <li>Calculate button</li> <li>Reset Button</li> </ul>
	<ul> <li>In drop-down, user selects the method to bifurcate the bill as below:</li> <li>&gt; Equally</li> <li>&gt; Manually %</li> <li>&gt; Manually ₹</li> </ul>
	Through this, user can divide the amount equally / percentage wise / manual amount among selected branches.
	<ul> <li>Once user selects any one out of these option from drop-down, user has to fill the following details in the box appearing below:</li> <li>&gt; Branch Name</li> <li>&gt; Percentage %</li> <li>&gt; Amount ₹</li> <li>&gt; Remark</li> <li>&gt; Action (+ or X)</li> </ul>
	Contect US: Edit Data- coogle Chrome       Image: Data in the image:

	Edit Data	tBillCheckingTransaction/1				• 역 순 ☆ 🛛 😩
	Bill Type : *	Assign To : *		Vendor Name : *		
My-Task	test 123 @#\$%	vihanv	~ ]	nikhil	v ]	
TILKEL -	Vendor Bill No : *	Bill Date: *		Receive Date: *		
Project Management	528641521	12/12/2022		11/03/2022		
Reports	Debit Advance: •	Taxable Amount: *		IGST/GST :*		Round Off:
Connector	50	50				10
Menu Management 🔻	TC5: •	Bill Amount: *				
Tenant Master 🔍	50	0		TDS Applicable: *		
Settings	TDS % : *	TDS section : *		TDS Constitutaion : *		TDS Amount : *
Bill Checking		Select	V	Select	~	
Master	Net Payment : *	Remark: *		Audit Remark: *		
Vendor Master	50	test				
<ul> <li>Payment Template</li> <li>Master</li> </ul>	ZERO ONLY					
Bill Type Master			11		11	
ft Bill Checking Transaction	Invoice Attachment: *					
	Choose File No file chosen					
Enable Dark Mode!						
Enable RTL Mode!	Status :* O Active O Deactive					
<b>~</b>	- ouve O beauve					Activate Windows
_						Go to Settings to activation

Fig: Edit Action

#### 3. History Action

It will have export button at the top and table below it will have following fields:

- Action Name (add / update)
- ♦ Bill ID
- Bill Type
- Vendor name
- Payment date
- Vendor bill no.
- Actual payment date
- Bill amount
- Net amount
- Net amount in words
- Bill status
- Bill type
- Assign from
- Assign to
- Taxable amount
- Debit Advance
- ♦ IGST / GST
- TDS
- Round off
- Bill Date
- Received Date
- IP Address
- Hold Amount
- Actual paid
- Attachments It will have view button which display list of attachments edited and added. In case attachment is edited, then this column should be highlighted.
- Created By

- Created At
- Updated By
- Updated At

Whenever data was added, its history will be displayed. Further, it will add entry if any data was updated. Recent updates if made any should be displayed at the top. N number of updates if made any, then it should add history details N times.

Through export button, user can extract history details in .csv file.

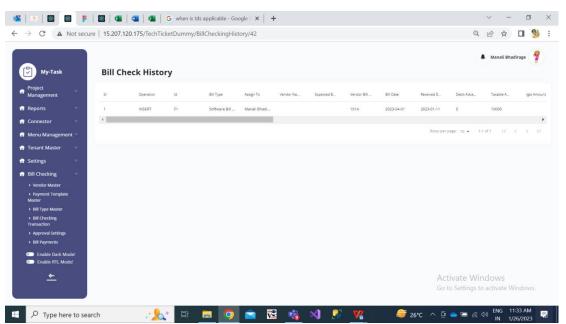


Fig: History -> Bill checking transaction

### 4. Payment History Action

It will display following fields in table:

- Action Name (add/ update)
- Transaction ID
- Key
- Bill Type
- Vendor Name
- Amount to be paid (net payment amount)
- Payment Date
- Payment Status (hold/ hold till audit / release / paid)
- Payment Ref No.
- IP Address
- User Agent It is browser data of the person who adds / updates bill. Example: Mozilla/5.0 (Windows NT 10.0; Win64; x64) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/106.0.0.0 Safari/537.36
- Remark
- Created By
- Created At
- Updated By

### • Updated At

Whenever data was added, its history will be displayed. Further, it will add entry if any data was updated. Recent updates if made any should be displayed at the top. N number of updates if made any, then it should add history details N times.

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Project Management	Sr	Operation	Transactio	Bill Type	Vendor Na	Amount To	Payment D	Payment St	Payment R	Remark	Created At	Created	By I	Jpdated At
Reports	1		42	Software Bill	Rushikesh se	10650	2023-09-10	Hold Till Audit	1	Do not consi	2023-01-11 1.	439		
Connector 🤝	•													
Menu Management 👻										Rows pr	r page: 10 👻	1-1 of 1		$\rangle \rangle$
Tenant Master														
Settings 🚽														
Bill Checking														
Vendor Master														
<ul> <li>Payment Template</li> <li>Master</li> </ul>														
<ul> <li>Bill Type Master</li> </ul>														
<ul> <li>Bill Checking</li> <li>Transaction</li> </ul>														
<ul> <li>Approval Settings</li> </ul>														
Bill Payments														
Enable Dark Mode! Enable RTL Mode!														
<u>**-</u>										A	ctivate W	/indov	/S	

Fig: Payment history action of bill checking transaction

#### 5. Payment Detail Action

It has export button at corner upside and table of payment details in it. Following details will be displayed in table:

- Amount to be paid editable
- Status editable
- Payment Date editable
- Remark editable
- Actual Payment Date
- Payment Ref No.
- Action send sms

Status field will have drop-down displaying following list:

- Hold
- Hold till audit
- Paid
- > Release

Provision to change the status to paid/ release will be authority based.

Further, in case the net payment is more than 99,00,000 then it classifies the amount and displays amount up to 99,00,00 in one row and the remaining amount in second

row. Example: Net payment is 1,00,00,000. Then in payment details. It will display 99,00,000 in one row and remaining 1,00,000 in another row.

Through export button, user can extract history details in .csv file.

Example: II I		
Sr No.	Payment Detail	Payment History
1 <sup>st</sup> row	300	ADD- 300
1 <sup>st</sup> row	200 (edited 300 amount	UPDATE - 200
2 <sup>nd</sup> row	as 200)	ADD - 100
	100	ADD - 300
1 <sup>st</sup> row	50 (edited 200 amount as	ADD - 150
2 <sup>nd</sup> row	50)	UPDATE - 50
3 <sup>rd</sup> row	100	ADD - 100
	150	UPDATE - 200
		ADD - 300

Example: If net amount	= 300,	then
------------------------	--------	------

Eventually, the amount should be net amount in payment detail.

+ → C /	No	t secure   10.2.	11.2/connectus-dummy/ac	min/connect us bill ch	ecking/bill-detail?id=9	93182&bill detai	il=1	Q	
Connect Us		=	,,		5				
Vinaykumar Subhas Online	h Shine	Payment Deta Back	Laport Download All Attachme	nt Export Custom					Bill Checking Trans
		Payment Detail							
	<.	Action	Amount To Be Paid	Status	Payment Date	Remark	Actual Payment Date	UTR Number	Action
	¢	91720-93182	4	Paid	2022-11-30	test			Send SMS
		91722-93182	300	Paid	2022-12-16				Send SMS
	<	91723-93182	9000	Paid	2023-04-19				Send SMS
Material Issue Main menu	¢	91724-93182	999	Hold	2022-11-05				
		91725-93182	40000	Paid	2022-11-05				Send SMS
		91726-93182	3600	Hold till Audit	2022-11-11				_
		91727-93182	100000	Hold till Audit	2022-12-16				
Material Issue Main mer	u >	91728-93182	50000	Hold till Audit	2022-12-16				
		91729-93182	200	Hold till Audit	2022-11-05				
Type Code	>	91730-93182	180	Hold till Audit	2022-11-05				
	ts	91731-93182	49500	Hold till Audit	2022-12-16				
My Goal App	¢	91732-93182	10	Hold till Audit	2022-11-05				
Promocode	*	91733-93182	3	Paid	2022-11-05				Send SMS
Left Category Master		91739-93182	1	Hold till Audit	2022-11-30				
3 Survey	>	91740-93182	200	Hold till Audit	2022-12-16			Activate Win	dows
		91741-93182	2	Hold till Audit	2022-11-05			Go to Settings to	activate Windows.
		91742-93182	8991000	Hold till Audit	2023-04-19				

Fig: Payment detail

## 6. Assign Person Detail Action

It will display following fields in table:

- Sr No.
- Bill ID
- Assign Person Name
- Total Days
- Assigned on Date
- Status

FIELDS	DESCRIPTION
Bill ID	It will be display the bill ID of selected bill.

	-
Assign	It will display the list of employees to whom the bill was assigned to.
Person	As bill is passed from one user to another, it will display the names of
Name	employees in table.
Total Days	It will display the number of days that particular bill was assigned to particular person.
	It will display the count of days passed / finished for the bill to be assigned to this person.
	It will display the days count as 0 initially. (If bill has been assigned to
	this person today, then it will display days count at 0 to that person
	along with along and status as bill is currently assigned to this
	person'. Then on next day, it will display days count as 1. )
Assigned on Date	As one bill is passed from one person to another, so here the date on which the particular bill was assigned to that person should be displayed.
Status	When bill is assigned from person A to person B, then in the row od
	person A it should display status as 'Bill is forwarded to another person'.
	When bill is currently assigned to person B, for the row of person B it
	should display status as 'Bill is currently assigned to this person'.

Connect Us					
	=				🖂 🎝 Vinaykumar Subhash S
Vinaykumar Subhash Shine	Bill Checking	Transaction			Home > Bill Checking Trans
rigation	■Assign Person Deta	ail			
Dashboard	Action	Sr. No.	BCID	Assign Person Name	Total Days
Inventory Report <				-	•
Leave Master <		1	D22584	Vinaykumar Subhash Shinde	0 (Currently Assign)
order widget	<b>O</b> Back				
Reorder Level <	<b>C</b> buck				
Material Issue Main menu 🔇					
T designcheck					
HMcheck Material Issue Main menu					
O Material issue					
Inventory Reports					
My Goal App <					Activate Windows
					Go to Settings to activate Windows.

Fig: Assign Person Detail

# 7. Bifurcate Amount

# Authority Based Mapping

Following provisions will be given to the users from back-end:

• Allow edit - Authorised by HOD

- Allow edit Authorised by Management
- Allow paid entry change
- Bill Payment
  - Auto Update payment
  - Download Payment
- Edit in bill
  - Bill Date
  - Vendor Bill No.
  - Vendor Name
  - Delete Bill Attachments
- Edit Vendor master bank details
- Internal Audit
- External Audit
- Past financial year bill date
- Prepone Payment Date
- Record Room
- Received date
- TCS applicable
- Update ERP account name
- Payment status release
- Original Bill Received
- Update Payment Details
  - Payment status paid
  - Payment Reference Details
  - Actual Payment Date
- All Update Bill

FIELDS	DESCRIPTION	
Allow Edit -	In Bill Checking Transaction -> Edit, enable option to click	Pass
Authorised	Authorised by HOD button.	
by HOD	For others, it will be disabled.	
Allow edit -	In Bill Checking Transaction -> Edit, enable option to click	Pass
authorised	Authorised by management button.	
by	For others, it will be disabled.	
management		
Allow paid	If status of bill is paid in payment details, then others	Fail date
entry change	don't have authority to make changes in status, its date	
	and remark further.	
	Person having "allow paid entry change" authority, she/	
	she can change status to hold/hold till audit / release, its	
	date & remark.	
Bill Payment	In Bill payments module, it gives provision to authorised	Pass
	user to auto update payment button and download	
	payment button.	
	User can upload bank file through "Auto Update	

		1
	Payment" button.	
	In Bill payments module, it enables user to download txt files through "Download Payment" button. Files can be downloaded only once.	
	If authorised person has downloaded files earlier and clicks on download button for another time, then it should display message "Files can be downloaded only once."	
Edit in bill	Through this authority, user will have provision to edit bill date, edit vendor bill no., edit vendor name and delete bill attachments. (Bill checking transaction -> edit bill action)	Pass
Edit Vendor Master Bank Details	Authorised person will be able to edit bank details in Vendor master. (bank name, bank branch name, account no, ifsc code, beneficiary name, passbook attachment, cheque	Pass
<mark>Internal</mark> Audit	attachment) Only audit team will be given this authority to edit / enter remark in this field. For others this field should be read only.	Pass
External Audit	Authority to edit / enter remark in this field. For others this field should be read only.	Pass
Past financial Year Bill Date	Through this provision, authorised person can select 'Bill Date' before 31 <sup>st</sup> March of current year in Bill checking transaction -> Add Data and Edit Data.	falL
Prepone Payment Date	Enables authorized person to edit and prepone payment date in payment details action of bill. (this authorised person can prepone as well as postpone date) Other who don't have this authority can just postpone payment date. (cannot prepone)	
Record Room	Authority to assign the bill to record room.	
Received date	Authority to edit received date in bill checking transaction -> edit of bill.	
TCS Applicable	In Bill checking transaction -> Add data & Edit data, authorised person can check this checkbox. For others, checkbox will be not be displayed.	Pass
Update ERP Account Name	Update erp acc name in vendor master -> edit.	Pass
Original Bill Received	Authority to check original bill received checkbox in bill checking transaction -> edit.	PASS
Update	Provision to change payment status to paid.	

Payment Details	Provision to change payment status to release. Payment Reference Details Provision to change actual payment date in payment details.	
All update Bill	Authority to update all bills even if it is not assigned to the user himself. Authorised user will be able to edit bills assigned to his login as well as can edit bills which are assigned to some another user.	FAIL

# Bill Payments

Through bill payments module, user will initially download all details of the bill whose status is 'Release' in Bill Transaction -> Payment details. User will download the file (txt and xlx) and submit the same to bank. Once we receive the payment file from bank, it will be uploaded in Bill payment module. Then as per the payment successful / unsuccessful record, the status of the bill gets is updated as 'Paid' or 'Bank Rejected'.

Bill Payments module will have following fields in it:

- Auto Update Payment (button at top)
- Bill Type
- Till Date
- Filter (Button)
- Reset (button)
- Details (table)
- Download Txt (button)
- Excel Sheet (button)

FIELDS	DESCRIPTION
Bill Type	Mandatory field.
	It will be drop-down which will display all the bill types assigned to
	logged in user.
	It should enable multi-select option in drop-down.
	If all bills are assigned to user, then it will also display "All" option.
	It should display meaningful error message when user doesn't
Till Date	Mandatory field.
	User will manually select the date from calender till which user want to
	get details of vendor and payment.
Filter	Once user clicks on filter button after selecting desired bill type and till
(button)	date, it should display the details of vendor and payment.
	If user clicks on filter button without entering data in bill type / till date
	field, it should display error message "This field is mandatory" at bill
	type and till date.
Reset	Once user clicks on reset button, it should clear all already entered data.
(button)	
Details	It will be table displaying details of bills with release status. It will have
	following columns:

<b></b>	1
	Action
	Vendor Name
	Bill Type
	Padm Name
	Padm Balance
	<ul> <li>Total payment amount</li> </ul>
	Transaction IDs
	Bill IDs
	Acme No.
	Paid
	SBI Amount
	Remark
	Advance IDs
	Advance amount
	Beneficiary Name
	Branch Name
	Account No.
	IFSC Code
	Card No.
	Reference No.
	Narration
Download	User can download zip files which will include multiple txt files of the
Txt	payments.
(button)	If user attempts to download txt files for another time, it should display
(Saccon)	message as "Files were already downloaded."
	incisitge us thes were uncady downloaded.
	Types of txt files will be Sbi_payee.txt, RTGS_payee.txt, NEFT_payee.txt
	and payee.txt.
	In Sbi_payee.txt, RTGS_payee.txt and NEFT_payee.txt files, first row will
	have <b>our bank details</b> in format as below:
	(00000033534353557)#(IFSC_code)#(date)#(total_payment)##(unique_
	key)(identifier)#(SBI unique key)#(identifier)(newline)
1	As our bank account is of SBI, in case vendor's bank account is of SBI too
	As our bank account is of SBI, in case vendor's bank account is of SBI too then <b>SBI</b> payee txt file will be generated for the respective vendor's bill.
	then <b>SBI_</b> payee.txt file will be generated for the respective vendor's bill.
	then <b>SBI_</b> payee.txt file will be generated for the respective vendor's bill. Its format as below: (bank details)(account
	then <b>SBI</b> _payee.txt file will be generated for the respective vendor's bill. Its format as below: (bank details)(account number)#(IFSC_code)#(date)##(total_payment)#(unique_key)-(vendor
	then <b>SBI_</b> payee.txt file will be generated for the respective vendor's bill. Its format as below: (bank details)(account
	then <b>SBI</b> _payee.txt file will be generated for the respective vendor's bill. Its format as below: (bank details)(account number)#(IFSC_code)#(date)##(total_payment)#(unique_key)-(vendor id)#(SBI_unique_key)#(newline)
	then <b>SBI</b> _payee.txt file will be generated for the respective vendor's bill. Its format as below: (bank details)(account number)#(IFSC_code)#(date)##(total_payment)#(unique_key)-(vendor
	then <b>SBI</b> _payee.txt file will be generated for the respective vendor's bill. Its format as below: (bank details)(account number)#(IFSC_code)#(date)##(total_payment)#(unique_key)-(vendor id)#(SBI_unique_key)#(newline)
	<pre>then SBI_payee.txt file will be generated for the respective vendor's bill. Its format as below: (bank details)(account number)#(IFSC_code)#(date)##(total_payment)#(unique_key)-(vendor id)#(SBI_unique_key)#(newline) If total payment amount for vendor is upto 2 lakh, then NEFT_payee.txt</pre>
	<pre>then SBI_payee.txt file will be generated for the respective vendor's bill. Its format as below: (bank details)(account number)#(IFSC_code)#(date)##(total_payment)#(unique_key)-(vendor id)#(SBI_unique_key)#(newline) If total payment amount for vendor is upto 2 lakh, then NEFT_payee.txt will be generated. Format as below: (bank details)(account</pre>

If total payment amount for vendor is more than 2 lakh, then <b>RTGS</b> _payee.txt will be generated. Format as below: (bank details)(account number)#(IFSC_code)#(date)##(total_payment)#(unique_key)-(vendor id)#(NON SBI NEFT_unique_key)#NEFT(newline) Consolidated details of all the SBI payee / RTGS payee / NEFT payee txt
files will be included in one <b>Payee</b> .txt file. Format as below: (bank file)(account type.#A#(vendor name)#(account number)#(space)#(ifsc_code)#(bank name)#(bank branch name)#(new line)
If vendor's consider in payment is <b>petty cash</b> , then for that vendor petty cash text file will get generated. Format as below: (bank details)(card number) (reference number) (total payment) (bank branch name) (mobile number)(space)(new line)
Once the user downloads the file, the status of the released bill gets updated as 'Confirmation Pending'.
Once user clicks on Excel, it will download xlx or .csv file which will have following columns:
<ul> <li>Vendor Name</li> <li>Acme Name</li> <li>Account Balance</li> <li>Transactions</li> <li>Bill ID</li> <li>Vendor Bill Nos.</li> <li>Acme No.</li> <li>Total Payment</li> <li>Remark</li> <li>Beneficiary Name</li> <li>Bank Name</li> <li>Bank Branch Name</li> <li>Account No.</li> <li>IFSC Code</li> <li>Card No.</li> <li>Reference No.</li> <li>Narration</li> <li>Export Date</li> </ul>

	VendorName		Account Balance	BC ID	BillNos	AcmeNos	TotalPaym ent	Remark	BeneficiaryName	BankName	BankBranchName	AccountNo	IFSC Code	Export Date	Card Number	Ref Number	Narration
	AMBE BHAVANI BANGLES AND WRAPPER		0	1688 E9279		9 IGADA-2445	22240		AMBE BHAVANI BANGLES AND WRAPPER	FEDERAL BANK LTD	BHUPENDRA ROAD RAJKOT	1.78E+13	FDRL00017	11/15/2022 11:26	5		
	ARGENTUM SUVER HOUSE LIP (DIAMOND)		7,9902 829,998 90831, 2,9683 884,972, 7,9513 89772, 7,9513 89774, 4,9136 91113, 7,91131, 7,91	9492 (TH10, GH12) 550 (F12), GH23, GH24, GH23, GH23, GH23, GH24,	8 322.14580- 4 532.14580- 2 591.14580- 2 591.14580- 2 591.14580- 5 592.14580- 5 592.14580- 5 592.14580- 8 592.14580- 8 333.14580- 8 433.14580- 1 453.14580- 8 433.14580- 1 453.14580- 8 433.14580- 8	DH8D-494	250826277	Auto entry due to change in amount.	ARGINTAM SLIVER	KOTAK MAHINDRA BANK	BAGAMATI	881407596	2 KKBK00017 60	11/15/5022 11.26	5		
	ARGENTUM SILVER HOUSE LLP (PLATINUM)		0 <sup>'89936</sup> 4	9204 'E7528,E9635	IALFRP-2,IALFR	P-3 IHRP-2	48731		ARGENTUM SILVER HOUSE LLP	KOTAK MAHINDRA BANK	BARAMATI	881407596	2 KKBK00017 60	11/15/2022 11:26	Activ	/ate V	indow
Auto Update Payment (button)	Once au direct u (If sbi th displaye Once ba	nen ed)	r to a i text	idd af t file v	ttach will b	men e up	t bı loa	utte dee	on wh d, if ic	ici b	user ank t	will hen	upl xlx	oad ba or csv	ank v wi	file II b	

Below is the description of fields in 'Details' table:

FIELDS	DESCRIPTION
Action	It will have view action which will display the details of the all the bills
	of the particular vendor. It will display details in tabular form having
	following columns:
	i. Action
	ii. Bill ID
	iii. Vendor Name
	iv. Amount
	v. TDS
	vi. IGST
	vii. GST
	viii. Net Payment
	ix. Acme No.
	x. Amount to be paid
	xi. Payment Date
	xii. Payment Status
	xiii. Actual Payment Date
	xiv. Payment Ref No.

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	Connect Us  Convect Us
	Norman Back
	Bill Payment           W Investory Naport            Action         BC ID           Yender Name         Amount           TDS         ISST           SST         Net Payment           Action         BC ID           Yender Name         Amount           TDS         ISST           SST         Net Payment           Action         Action
	★ Leave Mador c 22102 CTTr CARLE SYSTEM 6300.00 0 0.000 0 62270.00 T155534-21MAD4-170 5197.5 2022-12-09 Release
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	Y designateda Y Occheck
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	O Material Issue T Type Code
	O Inventory Reports O Material Issue Reports
	My coul kep     C     Activate Windows     Go to Settings to activate Windows.
	ほく Conservations - 「ク Type here to search」 (11) 日本 (11) (11) (11) (11) (11) (11) (11) (11
Vendor	It will display the name of the vendor whose bills is in release state on
Name	payment details page.
Bill Type	Bill type of the vendor's bill will be displayed here from transaction
/1	page whose bills are in release state.
Padm Name	Padm Name will be acme account name of the vendor. (the one
i dum Nume	which we enter while adding vendor in vendor master)
Padm	It will display the Padm account balance.
Balance	It will display the Fadin account balance.
Dalalice	This column will be displayed only to the person who have "Undate
	This column will be displayed only to the person who have "Update
Description	Acme Account Name" authority.
Payment	It will display the total of Net payment of bills of this particular
Amount	vendor.
	Example: We have one bill of 5197.5/- amount to be paid to city cable
	system vendor. We have another bill of 10642.5/- to be paid to city
	cable system vendor. Therefore, it will display 15840 in Payment
	amount filed for this vendor.
Vendor Bill	It will display the list of bill numbers of particular vendor for which
No.	status is release.
Transaction	It will display the list of transaction numbers against bill from padm.
Bill ID	It will display the list of bill IDs of particular vendor for which status is
	release.
Acme No.	
Paid	
SBI Amount	
Remark	
Advance IDs	
Beneficiary	Name of the vendor as per bank account will be displayed here.
Name	· · · · · · · · · · · · · · · · · · ·
Bank Name	Bank Name of the particular vendor as in Vendor master should be
	displayed here.
Branch	Branch Name of the particular vendor as in Vendor master should be
Name	displayed here.
Maine	ן מושאומצכת ווכוב.

Account No.	Account No. of the particular vendor as in Vendor master should be
	displayed here.
IFSC Code	IFSC Code of the particular vendor as in Vendor master should be
	displayed here.
Card No.	When 'Consider in Payment' field is petty cash of vendor master,
	then Card No. of the vendor will be displayed here.
Ref No.	When 'Consider in Payment' field is petty cash of vendor master,
	then Reference No. of the vendor will be displayed here.
Narration	When 'Consider in Payment' field is petty cash of vendor master,
	then Narration of the vendor will be displayed here.

																i 🦉 🚯 v		
Vinaykumar Subhash Shine	Bill Payment	Update Payment 0	Ortails Exp	port by status	Auto Update Paym	ent 🔺 Utility Bill Pa	yment 🕹 A	iuto Bill Payment									B Home ≻ B	l Paym
rtion	Bill Payment																	
lashboard	Bill Type:																	
wentory Report <	× Advance Given	× Advertiseme	nt Bill × /	Advt Printing F	Requirement	× Advt. Hoarding	× Advt. Maga	zine × Advt	Newspaper	× Advt. Oth	ar ×	Advt. Photogra	ohv × A	dvt. Printing	× Advt. Radio	× Advt. Van Brandin		
eave Master <	× AHMD Control A	· · · ·	× AMO		2B Control A/C		Control A/C	× Bullion Go			× Bullio		H Control A		ulting Fees Bill ×		mmerce	
	× Fixed Assets	Advertisement	× Fra	nchise Metal		× Housekeeping			Karagir Bill	× KOL Contr		× Kolkata Co		Kolkata Halmar	-			
rder widget	× Light Bills ×		× Ornament	it Gold × C Petty Cash Cha	Ornament Silver	× Other × Out	side Labour C	tharges × Pa × Petty Cash	cking Material	× Petty Ca etty Cash Koll	_	<ul> <li>Petty Cash Ah</li> <li>Petty Cash I</li> </ul>	_	etty Cash Akluj × Petty Cash P			Petty Cash BMT	
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Y designcheck Y QCcheck Y POCheck Y HMcheck Material Issue Main menu >	Till Date:																	
Y designcheck     QCcheck     POCheck     Hhcheck     Hhcheck     Material Issue     Yype Code	Till Date: 2022-12-30 Filter						kunt:	Trnx	BCID	Acme No.	Paid	SBI Amount	Remark	Advance IDs	Advance Amount	Beneficiary Name	Bank Name	
Y designcheck Y QCcheck Y POCheck Y Hitcheck Material Issue Main menu → O Material Issue Y Type Code Inventory Reports →	Till Date: 2022-12-30 Filter Item Details Action Vendor M					Total Amo	kunt:				Paid	SBI Amount	Remark	Advance IDs	Advance Amount	Beneficiary Namo		
I designaturation       I QCabeak       I QCabeak       I POCheck       I Histabeack       Material Issue       V Material Issue       I Type Code       Immentory Reports       O Material Issue Reports	Till Date: 2022-12-30 Filter Item Details Action Vendor M	arne Bill T E SYSTEM IT			PADM Balance	Total Amo	Bill No.				Paid	SBI Amount	Remark	Advance IDs	Advance Amount			0.
Y     design/stack       Y     Qc/stack       Y     POCheck       Y     POCheck       Haterial Issue     Hain menu       Material Issue     Main Main Menu       Y     Pipe Code       Immentary Reports     >       O     Material Issue Reports       ty Goal App	Till Date:  2022-12-30  Filter  Item Details  Action Vendor M  CITY CAB	arne Bill T E SYSTEM IT	lype F		PADM Balance	Total Amo Payment Amount 15840	Bill No. 1604,1603	83724,83723	E1333,E1332		Paid	SBI Amount	Remark	Advance IDs	Advance Amount	CITY CABLE SYSTE	M IDBI BANK	
Y designsheck QCcheck QCcheck ProCheck H PCCheck HMetrial Issue Main menu > O Material Issue I Type Code Immentoy Reports > O Material Issue Reports (Acad App  Promocode > )	Till Date:  2022-12-30  Filter  Item Details  Action Vendor M  CITY CAB	arne Bill T E SYSTEM IT	lype F		PADM Balance	Total Amo Payment Amount 15840	Bill No. 1604,1603	83724,83723	E1333,E1332		Paid	SBI Amount	Remark	Advance IDs	Advance Amount	CITY CABLE SYSTE	M IDBI BANK	
Y     design/sheck       Y     Qc/sheck       Y     POCheck       Y     Histehletsk       Material Issue     Main menu       Y     Pop/Sheat       Y     Pop/Sheat       Y     Pop/Sheat       Y     Naterial Issue Reports       Y     GoldApp	Till Date:  2022-12-30  Filter  Item Details  Action Vendor M  CITY CAB	arne Bill T E SYSTEM IT	Type F nce Given		PADM Balance	Total Amo Payment Amount 15840	Bill No. 1604,1603	83724,83723	E1333,E1332		Paid	SBI Amount	Remark	Advance IDs	Advance Amount	CITY CABLE SYSTE	M IDBI BANK	

Fig: Bill Payments

# Bill Approval

We need to process the submitted bills in such a way that depending upon the type of the bill and the amount, it should get forwarded to level 1 / level 2 / level 3 / level 4. Once the bills gets approved by level 1 approver, it should proceed to level 2 approver and likewise till the final approver. (All bills may not require approval from all levels/authorities.)

Initially, we need to create a master. It will include following fields:

- Bill Type
- Amount
- Level 1 approver
- Level 2 approver
- Level 3 approver

(Not all bills will need approval from all levels. Few bills may needonly HOD approval, whereas few bills may need HOD approval, management approval & audit team approval.)

Once the user submits the bill, then it will get sent to the approver (say level 1 – leader) based on bill type and amount. Approver will click on edit action of the bill through bill checking transaction, click on approver checkbox and will submit it. Further, based on level set in master it will get forwarded to another approver (say level 2 – HOD). When approvers approve the bill, the name of the approver should be displayed on the bill and in grid.

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$\leftrightarrow$ $\rightarrow$ C $\blacksquare$ Not secure   1	5.207.120.175/TechTicketDummy/AuthorityMapp	ping		९ 🖻 🖈 🔲 9 :
(F) My-Task	Authority Approval			🛦 Mandi Bhadirage 🤗
<ul> <li>✿ Connector</li> <li>♥</li> <li>✿ Menu Management ♥</li> <li>✿ Tenant Master</li> </ul>	Add Authority		×	
<ul> <li>n Settings</li> <li>n Bill Checking</li> </ul>	Bill Type : Light bill type	Above Amount Than : v 10,000	- 1	
<ul> <li>Vendor Master</li> <li>Payment Template</li> <li>Master</li> </ul>	Level 1 Approver : Harshali Rananaware 🛛 🗸 🗸		vel 3 Approver : ielect	
Bill Type Master     Bill Checking     Transaction			Add Cancel	
Enable Dark Mode!     Enable RTL Mode!				
				Activate Windows
Bill checking appdocx	Receipt_20230110pdf ^ 🖲 Rec	ceipt_20230111pdf		Go to Settings to activate Windows. Show all
P Type here to search	<u>.</u> 🗄 🗖 🔈	💼 🔀 🍓 刘	👫 <u> 7</u> – 29°C	∧ 団 🌰 🚝 🦟 ଏ× ENG 1:35 PM 📑
Fig: Bill Approva	al			

Example: If we set that for light bill above 10, 00 should get approval from Harshali and Gaurav Shaha.

Case I) Manali has submitted a light bill of bill amount=50000 and assigned to Rushikesh, then the bill will directly get assigned to rushikesh.

Case II) Manali has submitted a light bill of bill amount = 11000 and assigned to Rushikesh. Then as the amount is above 10,000 then as per setting, when Manali submits the bill it should get firstly submitted to Harshali. Once Harshali approves it and clicks on submit, it should get submitted to Gaurav Shaha. Also, the name of the level 1 approve I.e Harshali should be displayed on bill. Later, once Gaurav Shaha approves the bill and clicks on submit, it will get assigned to - Rushikesh. Here, Rushikesh will be able to see that the bill has been approved by Harshali and Gaurav Shaha.

User	Name	Mail	Contact
			number
Actual user			
Ticket created	Manali	manali.bhadirage@techneai.com	2964
by (if any)	Bhadirage		
Assigned	Manali	manali.bhadirage@techneai.com	2964
business	Bhadirage		

### **References of the users**

analyst			
Assigned	Punam Shinde	punam.shinde@techneai.com	2964
developer			
	Rushikesh Harkare	rushikesh.harkare@techneai.com	
Assigned	Amreen Shaikh	Amreen.shaikh@techneai.com	2964
tester			
	Abhijeet	Abhijeet.ghodke@techneai.com	
	Ghodke		

Hello Mounika,

Issue found while testing Approval setting :

1. Upon providing Allow paid entry change + Prepone payment date user is able to prepone paid entry payment date . **PFA**.

Approval+prepone.mp4

2.

3. **Approval Settings page** -> It is allowing to add same user with previous date range.

Row 1 : User A added where from date : 08/05/2023 and to date 08/18/2023. 4.

Row 2 : User A added where from date : 08/01/2023 and to date 08/10/2023.

5.

 Approval Settings page -> Upon adding new user/existing user and valid from and to date data, previous data is being overwritten.

PFA for 2 and 3 bug.

7.

ApprovalSettingPage.mp4

8.

9. Prepone payment date functionality not working. PFA

### prpone Payment date.mp4

10.

It should work as : upon assigning Prepone payment date functionality, in which under payment details page user can edit all status data except **paid**, in edit page only date and remark field should be enabled, amount to paid and stats field should be disabled. Where user is allowed to prepone and postpone the date.

11.

1. **Past\_Financial\_Year\_Bill\_Date** -> functionality not working. **PFA** 

pastfinacialBillDate.mp4

2.

It should work as : upon assigning Past\_Financial\_Year\_Bill\_Date functionality, in which under edit data page, bill date filed should be enabled and user should be allowed to select past financial year bill date from 01/04/2022.

 Upon providing edit in bill + Past\_Financial\_Year\_Bill\_Date : user should be allowed to select past financial year bill date from 01/04/2022. PFA.

EditInBill+PastFinancilaYearBill.mp4

5.

6.

Edit data -> Received date is enabled without giving authority. PFA.

7. 8.

9.

10.