

DOCUMENT DETAILS									
Project Name	Module	Business Scenario:							
SUGAM	FICO	FINANCE & CONTROLLING							
MODULE LEAD - BSPTCL	Module Lead – Yash	PROCESS OWNER							
Shri. Pradeep Kumar	Narasimha Rao N	Ajay Rai							
BBP NUMBER AS PER BPML	PROCESS NAME								
	FICO								

AUTHORS & PARTICIPANTS							
Role	Name						
	Sri. Chandan Kumar						
	Sri. Mrutyunjay						
	Ms. Shweta						
	Sri. Ravindra Singh						
Core Team Members	Sri. Anand Shekhar						
	Sri. Shivendra Kashyap						
	Sri . Ajay Kumar						
	Sri. Ajay Kumar IT (BPO)						
	Sri. Rahul IT (Manager)						
Consultant	Naveen						
Business Process Owner	Ajay Rai						

Revision History									
Date	Document Document Revision Description Version		Author	Reviewer					
24.02.2019	0.1	User Manual Preparation	Vivek	Naveen					





1.1. Post Vendor Invoice Booking

SAP T-code	FB60
Process	Enter FB60 in Transaction box and click Enter or Tick symbol

¢	Menu	Edit	Favorites	Extr <u>a</u> s	S <u>y</u> stem	<u>H</u> elp
V	FB6	D	•	« 📄	I 🗟 🚫	😪 I 🗧
5	SAP E	asy A	ccess	-		

SAP T-code	FB60	
Process	•	Go to Basic Data Tab - Enter vendor number - Enter invoice
		date - Posting date - Enter reference, example bill number –
		Enter Amount - Enter Business place and Section code - Enter
		text - Enter expense G/L - Enter amount –Enter Tax Code - Enter
		cost centre – Go to Withholding Tax Tab and give WHT Code.

Enter Vendo	r Invoice: Company Code 1000
뮵 Tree on 🗐	ompany Code 🕹 Hold 🖼 Simulate 📙 Park 🖉 Editing options
Transacto	Invoice Bal 0.00 COO
Basic data	ayment Details Tax Withholding tax Notes Vendor
	Address
Vendor	100005 Sp.G/LI Mr. and Its.
Invoice date	24.02.2019 Reference TDS CHANLLAN KPM Pvt Ltd
Posting Date	24.02.2019 Bally Roal
Cross-CC Number	800001 Patna-Patna
Amount	50,000.00
	Calculate Tax
Tax Amount	Bank data not available
Bus.Place/Sectn	BH01 / BH01 III OIS
Техс	TDS Ciraniian
4 F	
1 Items (No en	y variant selected)
🕏 S G/L acct	Short Text D/C Amount in doc.curr. Co Tradi Bu Pa Cost center Ord
750100	Salaries Debit ▼ *1000 1610001
	Debit - 1000





Enter Vendor Invoice: Company Code 1000										
📇 Tree on 📲 Company Code 🔌 Hold 🛱 Simulate 📙 Park 🖉 Editing options										
Transactn		Invoice	•	Bal.	50,000.00-					
Basic data	Payment	: Details	Tax / Withhold	ling tax	Notes	Vendor				
						Address				
Name of WTax	WT 1	W/Tax Base FC	WTax Amt	in FC	W/Tax 🛄	Mr. and Mrs.				
Tax during Invoice	.2C				0.00 🔲	KPM Pvt Ltd				
Tax during Invoice					0.00	Bally Road				
Tax during Invoice					0.00	800001 Patna-Patna				

SAP T-code	FB60
Process	Click on Simulate - Enter

1	Document Overview																		
Q	§ Ľ	∕⊘r	Reset 🚺 1	Faxes 📙 Park	📙 Com	plete	7 A	76	6	Choose	🔁 Save	Σ	17	b 📝	 🔛 ABC	i			
) N	-] -]													
	00C.	. 1 Y	/pe:KK (lumber	vendor invoice) Norm	al docu ny Code	nent 100	0		Fiecal	Vear	2018							
		. п	ate 2	4 02 2019	Posti	ng Date	24	02 201	9	Period	ICUL	11							
	ald	cul	ate Tax		10001	ing Dube	211	02.203		ICIIOG									
F	lef.	.Do	c. I	DS CHANLLAN															
I)oc.	. c	Currency I	NR															
												1							
It	m	PK	Account	Account Short	Text	Assign	nent		Тх		Amount								
												1							
	1 3	31	100005	KPM Pvt Ltd						4	9,000.00-								
	2 4	40	750100	Salaries						5	0,000.00								
	3	50	219102	TDS - 194 C							1,000.00-								
												-)				

Document 190000082 was posted in company code 1000

1.2. Create Remittance challan

SAP T-code	J1INCHLN
Process	Enter J1INCHLNin Transaction box and click Enter or Tick
	symbol





☞ <u>M</u> enu	<u>E</u> dit <u>F</u> avorites	Extr <u>a</u> s S <u>v</u> stem	m <u>H</u> elp						
🎯 🛛 J1 II	ICHLN -	ି ଏ 🗏 । 😋 🙆	2 😒 🖵 🛗 🛗 20 10 10 20 10 10 10 10 10 10 10 10 10 10 10 10 10						
SAP E	SAP Easy Access								
B	🏷 🖧 Other me	enu 🛛 👪 🔀 🥖	🖉 🔻 🔺 🚮 Create role 🕼 Assign users 🛛 🗟 Documentation						

SAP T-code	J1INCHLN
Process	Company Code - Fiscal Year - Section Code - Company Code
	Document Number - Posting Date - Section - Recipient Types -
	Document Date - Posting Date - Bank Account - Click on Execute -
	enter

Create Remittance C	Challans			
•				
Company Details				
Company Code	1000			
Fiscal Year	2018			
Section Code	BH01	to	P	
Section code Group				
Details of Withholding Tax Item	5			
Document Numbers	190000082	to	S	
Posting Dates	24.02.2019	to	S	
Section	194C	to	S	
Payment Due Dates		to	_	
Vendors	100005	to	_	
Recipient Types	СО	to		
Tax Remittance Details				
Document Date	24.02.2019			
Posting Date	24.02.2019			
Bank Account	160302			
Business Area				
Bank Charges				

रूपाय दासमिशन कम्पनी विस्	Project – SUGAM	YASH
BSPTCL	End User Manual	Technologies
SIGHT HOWER TRANSMISSION COMPANY	TDS Challan	Americas EU ASIA AUS

SAP T-code	J1INCHLN
Process	Double click on Amount and click on charge of Difference

Post w	ith Cleari	ing P	rocess op	pen items	5			
🚨 📝 Di:	stribute Differ	ence	Charge Off D	ifference 🥖	⁹ Editing Options			
Standar	d Partial P	mt	Res.Items	WH Tax]			
Account i	items 219102	TDS -	194 C				٠	
Assignment	Document	D P	Posting Date	Document	INR Gross		-	
20190224	190000082	KR 50	24.02.2019	24.02.2019	1,000.00-	1		
					L ·· -	1		
4 1								
		Ю¢	Am	Gross<	👪 Currency 👫 Item	s Ttems 🕇		
Processing	Status							
Number of	Items	1			Amount Entered			
Display from	m Item	1			Assigned			
Display in o	clearing curren	ю			Not Assigned		*	
							-	

SAP T-code	J1INCHLN
Process	Double click on 1 rupees line item and give * - Document -
	Simulate





Post with C	learing Display Overview	
🕄 Process Oper	n Items Choose open items 🛗 Disp	lay Currency Account Model 🚹 Taxes
Document Date Posting Date Document Number Ledger Grp Reference Doc.Header Text	24.02.2019 Type SA 24.02.2019 Period 11 INTERNAL Fiscal Year 2018	Company Code1000CurrencyINRTranslation dte24.02.2019Cross-CC Number
Branch number	Number of Pages	
Items in document	t currency	
PK BusA A 001 50 0	cct 000160302 Canara Bank Outgoin	INR Amount Tax amnt 1.00-

Post with	Clearing Corre	ct G/L account	item		
🤽 🕼 🖻 🗅	Choose open items	Process Open Items	鹶 More data	Account Model	
G/L Account Company Code	160302 Cana 1000 BSPTCL	ra Bank Outgoing 0352	2101042062		
Item 1 / Credit er	ntry / 50				
Amount	1,000.00	IN	IR		
		Calculate	Tax 🗌		
Business place					
				✓ More	
Value date	24.02.2019				
Assignment					
Text				🤣 Long Texts	

SAP T-code	J1INCHLN
Process	TDS Entry Generated





Image: Construction of the system of the					
Image: Contract of the second seco	🔄 <u>D</u> ocument <u>E</u> dit <u>G</u> oto E	Extr <u>a</u> s <u>S</u> ettings En <u>v</u> iron	nment S <u>y</u> stem	<u>H</u> elp	
Post with Clearing Display Overview Image: State	Ø -	1 🔲 😋 🚱 🚱 昌 🛛	1 🔀 🎝 🛱 i	L X 🛒 🗾 😵 🛛	
Post with Clearing Display Overview Image: Display Currency Image: Taxes Image: Reset Document Date 24.02.2019 Type SA Company Code 1000 Posting Date 24.02.2019 Period 11 Currency INR Document Number INTERNAL Fiscal Year 2018 Translation dte 24.02.2019 Ledger Grp Reference Cross-CC Number Trading part.BA Doc.Header Text Number of Pages INR Items in document currency INR Amount Tax amnt 001 50 0000160302 Canara Bank Outgoin 1,000.00 1,000.00 002 40 0000219102 TDS - 194 C 1,000.00 * 2 Line Items					
Display Currency I Taxes K Reset Document Date 24.02.2019 Type SA Company Code 1000 Posting Date 24.02.2019 Period 11 Currency INR Document Number INTERNAL Fiscal Year 2018 Translation dte 24.02.2019 Ledger Grp Reference Cross-CC Number Doc.Header Text Trading part.BA Branch number Number of Pages INR Amount Tax amnt 001 50 0000160302 Canara Bank Outgoin 1,000.00- 0000219102 TDS - 194 C 1,000.00- 002 40 0000219102 TDS - 194 C 1,000.00 * 2 Line Items 2 Line Items	Post with Clearing Dis	splay Overview			
Document Date 24.02.2019 Type SA Company Code 1000 Posting Date 24.02.2019 Period 11 Currency INR Document Number INTERNAL Fiscal Year 2018 Translation dte 24.02.2019 Ledger Grp	🕄 🏥 Display Currency 📘 Tax	kes ⊯⊘Reset			
Posting Date 24.02.2019 Period 11 Currency INR Document Number INTERNAL Fiscal Year 2018 Translation dte 24.02.2019 Ledger Grp	Document Date 24.02.2019	Type SA C	Company Code	1000	
Document Number INTERNAL Fiscal Year 2018 Translation dte 24.02.2019 Ledger Grp Reference Cross-CC Number Doc.Header Text Trading part.BA Doc.Header Text Number of Pages Trading part.BA Branch number Number of Pages Items in document currency FK BuaA Acct INR Amount Tax amnt 001 50 0000160302 Canara Bank Outgoin 1,000.00- 1,000.00 002 40 0000219102 TDS - 194 C 1,000.00 * 2 Line Items	Posting Date 24.02.2019	Period 11 C	Currency	INR	
Ledger Grp Reference Cross-CC Number Doc.Header Text Trading part.BA Branch number Number of Pages Items in document currency INR Amount Tax amnt 001 50 0000160302 Canara Bank Outgoin 1,000.00- 002 40 0000219102 TDS - 194 C 1,000.00 D 1,000.00 * 2 Line Items	Document Number INTERNAL	Fiscal Year 2018	Franslation dte	24.02.2019	
Reference Cross-CC Number Doc.Header Text Trading part.BA Branch number Number of Pages Items in document currency INR Amount Tax amnt 001 50 0000160302 Canara Bank Outgoin 1,000.00- 002 40 0000219102 TDS - 194 C 1,000.00 D 1,000.00 * 2 Line Items	Ledger Grp				
Doc.Header Text Trading part.BA Branch number Number of Pages Items in document currency INR Amount Tax amnt 001 50 0000160302 Canara Bank Outgoin 1,000.00- 002 40 0000219102 TDS - 194 C 1,000.00 D 1,000.00 C 1,000.00 • 2 Line Items	Reference	(Cross-CC Number		
Branch number Number of Pages Items in document currency INR Amount PK BusA Acct INR Amount Tax amnt 001 50 0000160302 Canara Bank Outgoin 1,000.00- 000 0000219102 TDS - 194 C 1,000.00 002 40 0000219102 TDS - 194 C 1,000.00 * 2 Line Items	Doc.Header Text	1	Frading part.BA		
Items in document currency INR Amount Tax amnt 001 50 0000160302 Canara Bank Outgoin 1,000.00- 002 40 0000219102 TDS - 194 C 1,000.00 D 1,000.00 C 1,000.00 * 2 Line Items	Branch number	Number of Pages			
PK BusA Acct INR Amount Tax amnt 001 50 0000160302 Canara Bank Outgoin 1,000.00- 002 40 0000219102 TDS - 194 C 1,000.00 D 1,000.00 C 1,000.00 * 2 Line Items	Items in document currency				
001 50 0000160302 Canara Bank Outgoin 1,000.00- 002 40 0000219102 TDS - 194 C 1,000.00 D 1,000.00 2 Line Items	PK BusA Acct	3	INR Amount	Tax amnt	
002 40 0000219102 TDS - 194 C 1,000.00 <u>D</u> 1,000.00 <u>C</u> 1,000.00 0.00 <u>*</u> 2 Line Items	001 50 0000160302 Car	hara Bank Outgoin	1,000.00-		
<u>D</u> 1,000.00 <u>C</u> 1,000.00 0.00 <u>*</u> 2 Line Items	002 40 0000219102 TDS	3 - 194 C	1,000.00		
D_1,000.00 C_1,000.00 0.00 <u>*</u> 2 Line Items					
<u>D</u> 1,000.00 <u>C</u> 1,000.00 0.00 <u>*</u> 2 Line Items					
D_1,000.00 C_1,000.00 0.00 <u>*</u> 2 Line Items					
<u>D</u> 1,000.00 <u>C</u> 1,000.00 0.00 <u>*</u> 2 Line Items					
<u>D</u> 1,000.00 <u>C</u> 1,000.00 0.00 <u>*</u> 2 Line Items					
	D 1.000.00 C 1.00	0.00		* 2 Line Items	
		0.00		Z LING ILGIND	

SAP T-code	J1INCHLN
Process	Save – TDS Challan Document Generated



Create Remittance Challans		
learing Doc.		
Clearing Doc Number	100000166	
Challan No	000001000000	
Challan Dt	24.02.2019	
Total Basic TDS Remitted	0.00	
Total Surcharge Remitted	0.00	
Total ECess Remitted	0.00	
Total Tax Remitted	0.00	

1.3. Update Bank Challan

SAP T-code	J1INBANK
Process	Enter J1INBANKin Transaction box and click Enter or Tick
	symbol



며 Program Edit Goto System	Help
🔮 JIINBANK 🝷 🛛 📙	- Co 🚱 📮 🛗 🔛 20 40 40 40 🛒 🛜 12 🚱 🖷
Update Bank Challan	
Ð	

SAP T-code	J1INBANK
Process	Company Code - Fiscal Year - Challan Clearing Number – Bank -
	Challan Number - Bank Challan Date - Bank Key - BSR Code -
	Click on Execute

Update Bank Challan	
⊕	
Company Details	
Company Code	1000
Fiscal Year	2018
Remittance Challan	
Challan Clearing Number	100000166 to
Bank Challan	
Bank Challan Number	12345
Bank Challan Date	24.02.2019
Bank Key	CANAR
BSR Code	

SAP T-code	J1INBANK
Process	Challans were updated



Update Bank Challan										
Sr. No.		Co.Cd	Doc.No	Year	Int Challan No	Int Challan Dt	Ext Challan No	Ext Challan Dt	Bank	BSR Code
	1	1000	100000166	2018	000001000000	24.02.2019	12345	24.02.2019	CANAR	0000000
Challa	ins wei	e updat	ed					SAP		

Manual End