



**PUNJAB STATE TRANSMISSION CORPORATION LIMITED**

Regd. Office: PSEB, HEAD OFFICE, THE MALL,  
OFFICE OF: Financial Advisor,(CPC Section), 2<sup>nd</sup> FLOOR, SHAKTI SADAN,  
PATIALA-147001, Punjab, India.

**Corporate Identity Number: U40109PB2010SGC033814.**  
TEL: 96461-08785 ,FAX- 0175-2220213. E- mail: [ao-cpc@pstcl.org](mailto:ao-cpc@pstcl.org)

To

All DDOs/Accounting Units under PSTCL (Addl. SE/Sr. Xen/AO)

Memo No. 3300/3349/CPC-I/Dated 07/12/2017

**Subject: Regarding online submission of information for GSTR-1 & GSTR-2  
for the month of November, 2017.**

In context of above, it is intimated that all DDOs/Accounting Units are supposed to submit the information of GSTR-1 and GSTR-2 for November 2017 by 11/12/2017 at the software link provided as below:

<http://fmis.pstcl.org/gst/Login.aspx>

Since the GSTR-3B return for November 2017 is due to be filed by 20/12/2017 and it will be prepared on the basis of information of GSTR-1 and GSTR-2 entered in the software, it is requested to ensure that subject cited information is submitted by 11/12/2017 under all circumstances. In case any office fails to submit above information in time, the concerned office will be responsible.

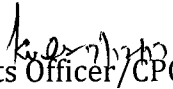
You are requested to keep in mind the following points while preparing the return:-

1. Since after 12<sup>th</sup> October, 2017 RCM has been suspended as per Notification No. 38/2017(Central Tax (Rate) dated 13/10/2017), hence treatment of purchase may be done in accordance with GST Circular no. 08/2017 issued by AO/Taxation, PSTCL, Patiala.
2. Vide Notification No. 66/2017- Central Tax dated 15.11.2017, Govt. Of India, Ministry of Finance (Department of Revenue) {Central Board of Excise and Customs} has granted exemption to all tax payers from payment of tax on advances received in case of supply of goods w.e.f. 15/11/2017.
3. Since GST will be deposited by this office purely on the basis of information provided in the software by your office and U-cheque for the same will required to be issued, hence it is requested to book the same amount in your accounts also for clearance of concerned account heads.
4. If ITC is claimed, please intimate the reason separately through email.
5. Enter 4 digit HSN Code.
6. GSTIN is to be checked before entering data in GST software on the link given above.
7. GSTIN of the suppliers must be checked by using following link for the accuracy before entering on GST Software.

<https://services.gst.gov.in/services/searchtp>

8. Take special care of difference between 0 and O(alphabet) and 1 and I (alphabet).
9. Invoice number and amount should be exact as entered by Supplier/Recipient, otherwise entries will stand mismatched.
10. Don't wait for the last date, prepare information well in advance. This office will not entertain request for inclusion of entries after 14/12/2017.

**Matter may be treated as Most Urgent.**


  
Accounts Officer/CPC  
PSTCL, Patiala.

Endst.No. 3350/3371 /CPC/GST-J

Dated: 07-12-2017

Copy of the above is forwarded to the following for information please:-

1. EIC/TS,PSTCL,Patiala.
2. CE/P&M,PSTCL,Patiala.
3. CE/SLDC,PSTCL,Patiala.
4. CE/HIS&D,PSTCL,Patiala.
5. CFO/PSTCL,Patiala.
6. Cheif Auditor/PSTCL,Patiala.
7. All Dy CE's/SE's/Dy.CAO's/Dy FA's/Dy.CA's in PSTCL.

  
Accounts Officer/CPC  
PSTCL, Patiala.

CC: Sr. XEN/IT, PSTCL, Patiala for uploading the above letter on PSTCL website Please.