



Circular No.: IEX/MO/309/2018

Date: 27th November 2018

REC GST Invoices in Portal

In continuation to circular 303, Members may kindly note that henceforth;

1. REC GST Invoices will be available in the GST Portal.
2. All REC Sellers will be required to upload their digitally signed invoices in the GST Portal. Buyers will be able to view and download this invoice for further processing.
3. Payout will be released once the digitally signed invoices are uploaded in the Portal.
4. Clients can also download the KYC details of their counterparty as per pairing done by exchange.

Members/Clients are requested not to modify any data in the Invoices generated by the exchange. Since the invoices are generated based on the data submitted by buyers/sellers on the GST portal.

Please note that henceforth any digitally signed Invoices if any uploaded in SFTP or sent through mail will not be entertained for further processing.

Members also note that for the October 2018 trading session there was delay in submitting the invoices to the exchange by the sellers. Now since the Invoices are available online in GST portal. Sellers are requested to upload the digitally signed invoice as soon as possible latest by 10th of next month.

Members are requested to kindly take note of the same.

For and on behalf of

Indian Energy Exchange Limited

Akhilesh Awasthy

Director (Market Operations)

----- Corporate office-----

Indian Energy Exchange Limited

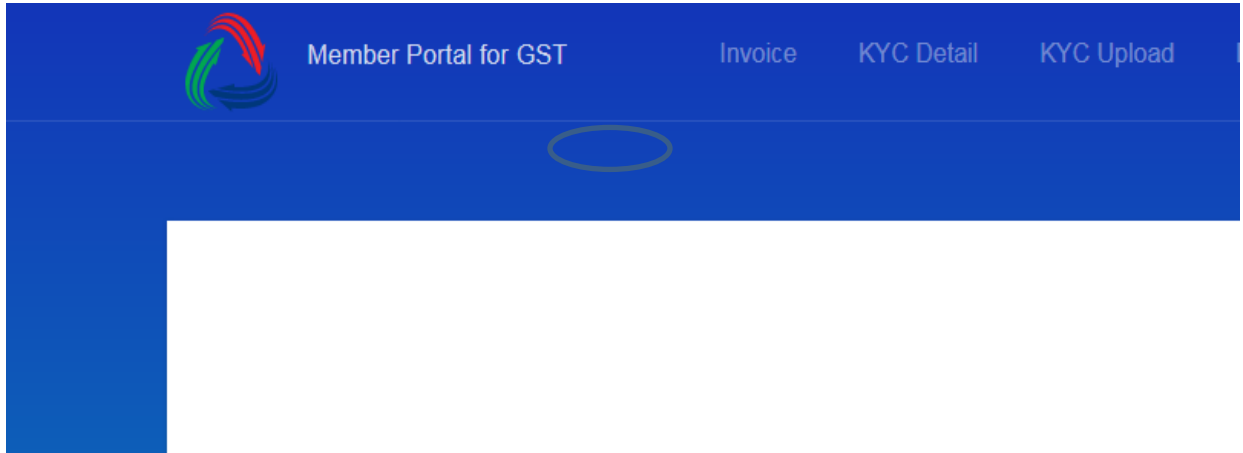
Unit no.3,4,5 & 6, Fourth Floor, Plot No.7, TDI Center, District Center, Jasola, New Delhi 110 025

Phone: 011 - 4300 4000 | Fax: 011 - 4300 4015 | www.iexindia.com

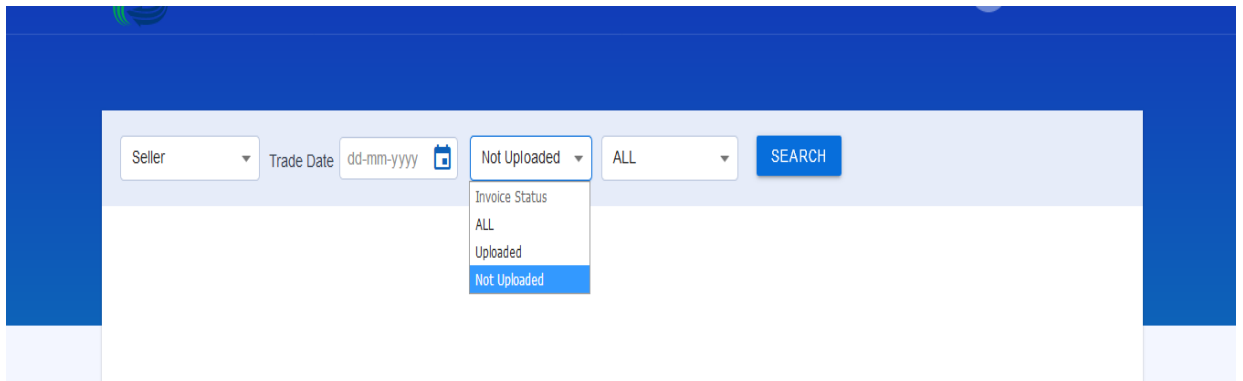
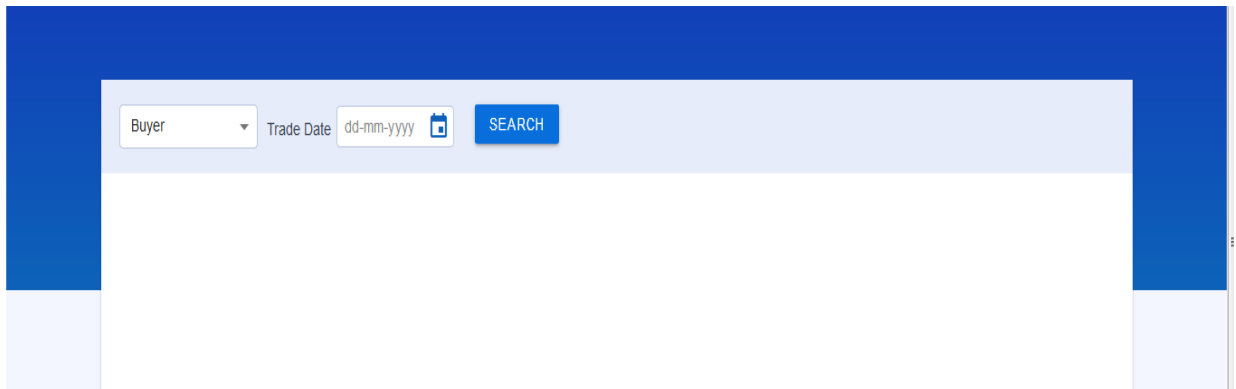
CIN: L74999DL2007PLC277039

Annexure; Process of downloading/uploading invoices on GST portal

- Menu for invoice can be found on top of GST portal screen.

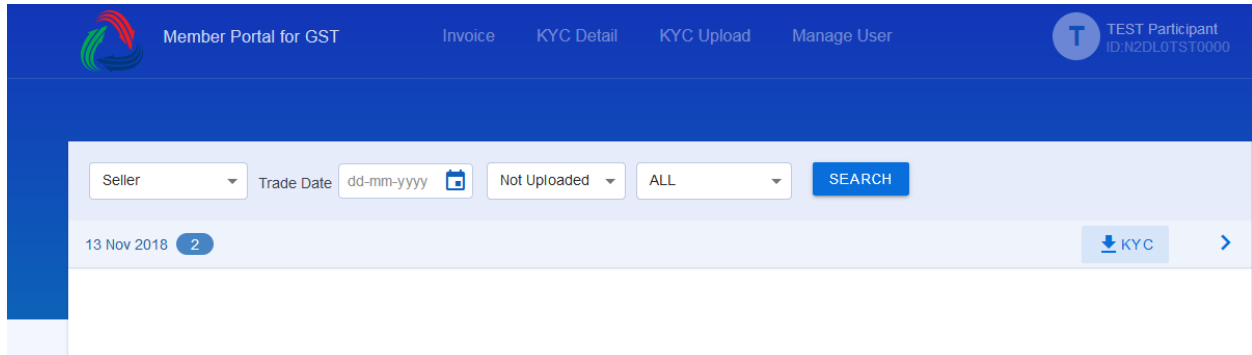


- Invoice menu provides Participant/portfolio with following options to choose from as shown in screenshots below.

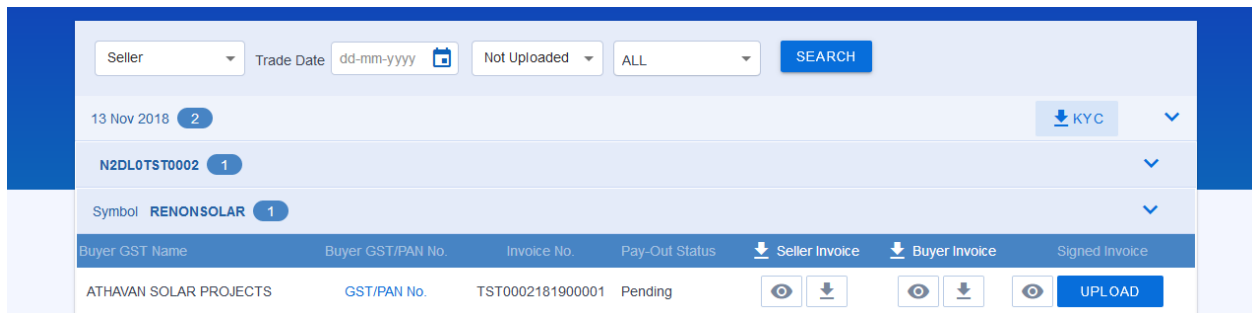


- **Downloading the unsigned Invoice (For seller portfolios)**

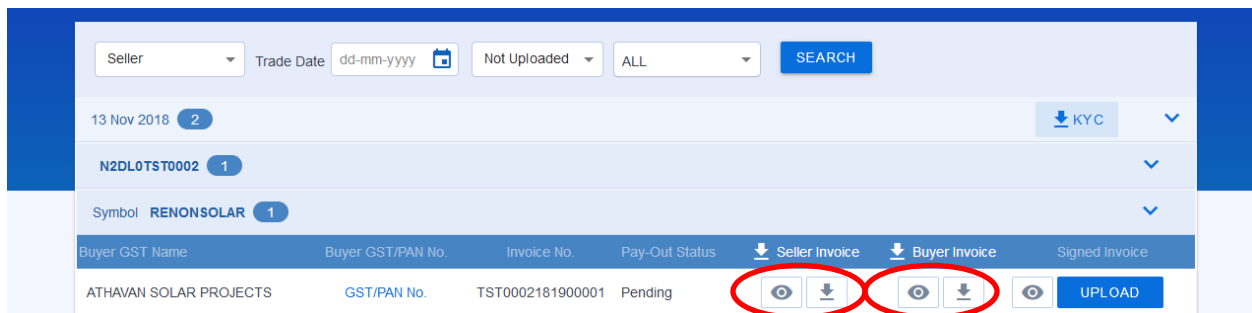
Invoices which needs to be digitally signed can be downloaded by choosing the trade date and the appropriate option in invoice status drop down .if done so the GST portal will fetch the details which will look something as shown below.



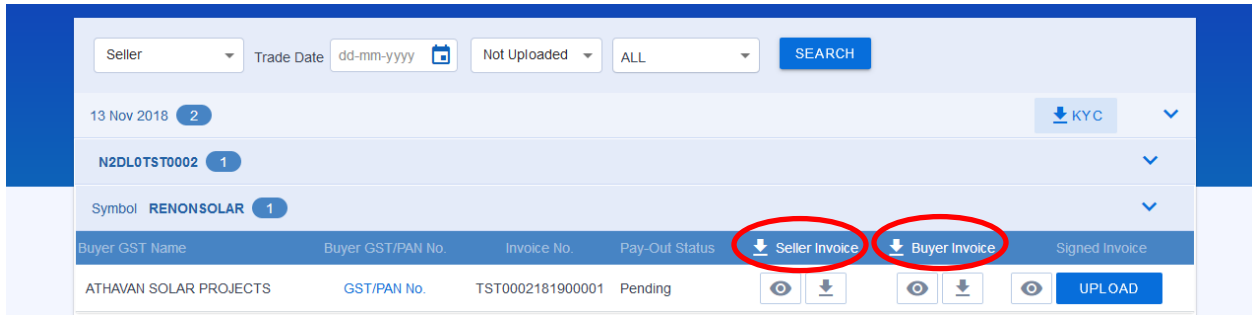
- The number beside trade date indicates the number of portfolios whose invoices are available (applicable for participant). Upon expanding trade date tree the following options are shown



- The unsigned invoice can be seen or downloaded from the icons shown below the headers Seller Invoice/Buyer Invoice.

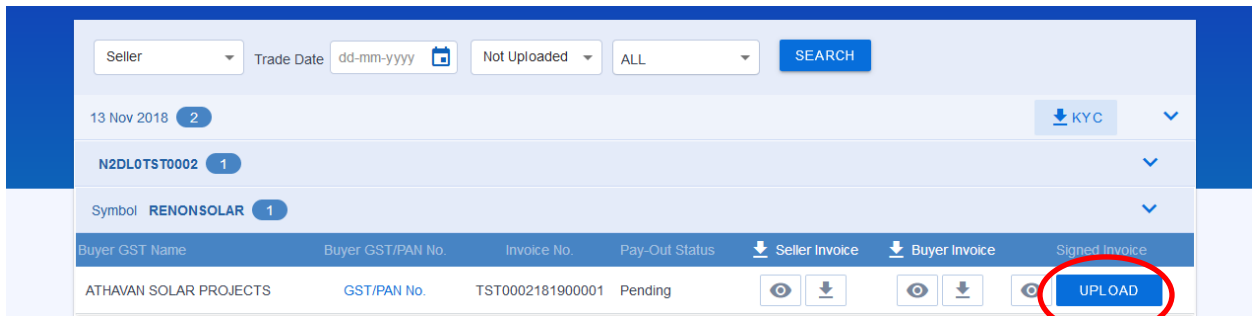


- To download all the available unsigned invoices for a particular seller portfolio the icon beside the headers Seller Invoice/Buyer Invoice can be used.

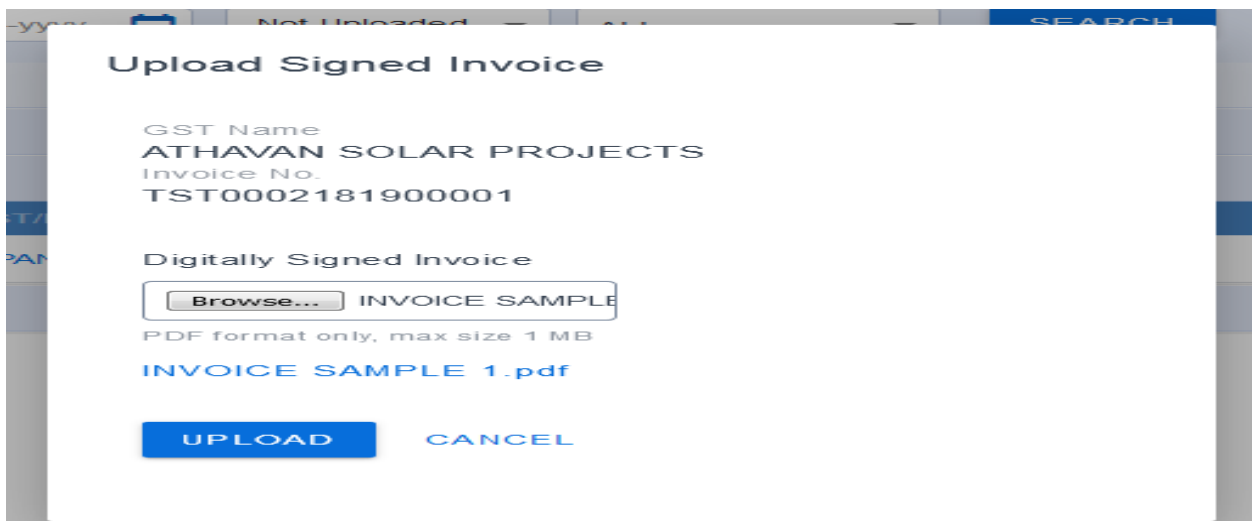


- **Uploading signed invoice**

To upload a signed invoice use the upload option provided below the signed invoice header.

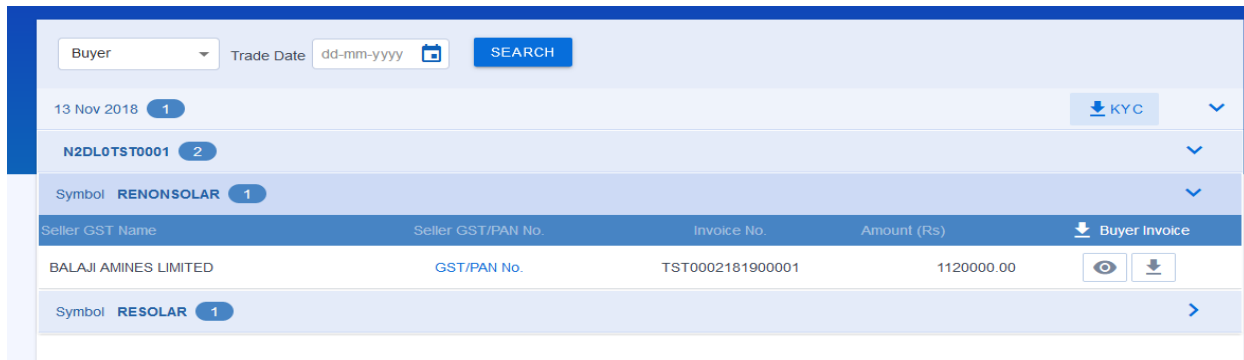


- Upload option will open window from where the digitally signed invoice can be uploaded. Please note that the signed invoice being uploaded must have the same name as original unsigned invoice

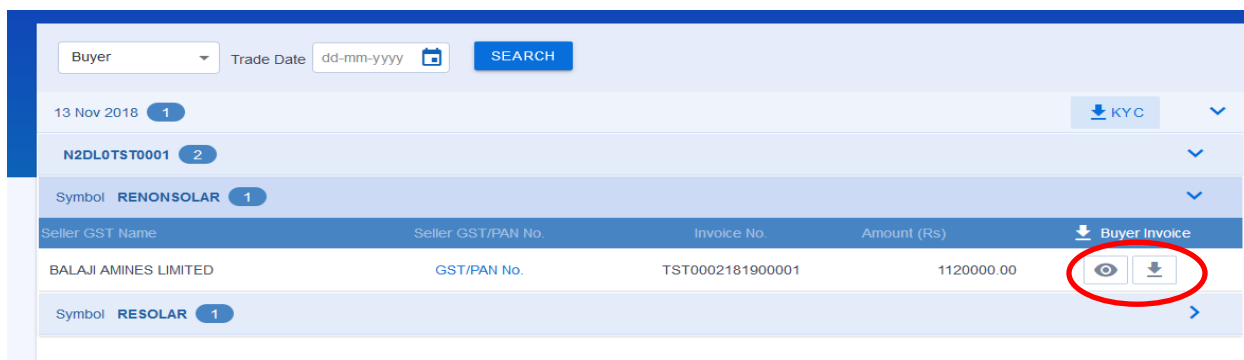


- **Downloading invoice**

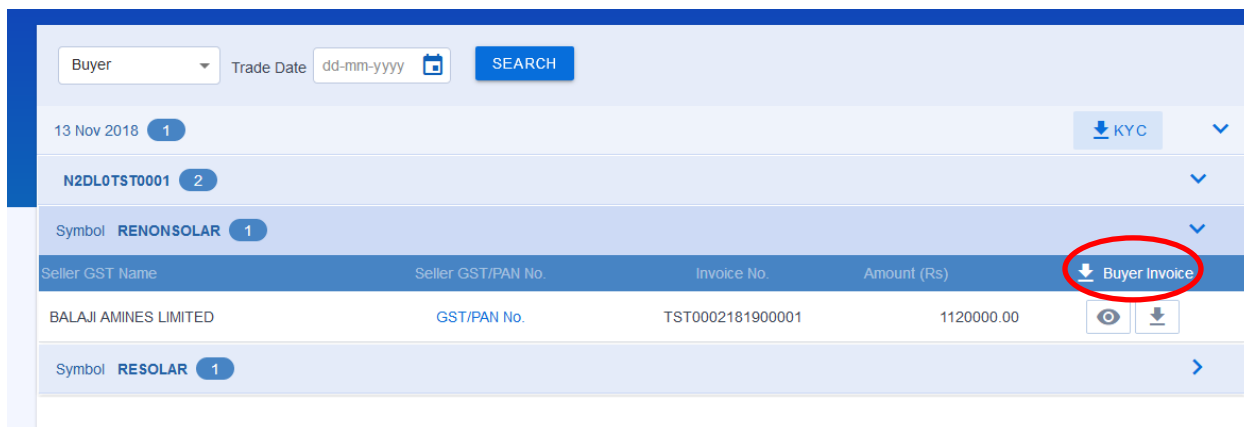
Buyers can download Signed invoices from the portal as following



- Using the icons provided below header buyer invoices individual invoices can be seen or downloaded










- To download all the signed invoices available for a buyer portfolio use the icon beside header buyer invoice.



- **KYC details download**

Both buyers and sellers can download the KYC details of their counter parties as per pairing done by Exchange.

13 Nov 2018 1				
N2DL0TST0001 2				
Symbol RENONSOLAR 1				
Seller GST Name	Seller GST/PAN No.	Invoice No.	Amount (Rs)	 Buyer Invoice
BALAJI AMINES LIMITED	GST/PAN No.	TST0002181900001	1120000.00	 
Symbol RESOLAR 1				