Modus operandi:

Unzip gstreconcile.zip and you will get gstreconcile.exe and two folders namely Current and Previous.

You have to add 3 excel sheets of Current and Previous year in respective folders.

1. Books: containing data related to inward supplies for all the months. Its name should be BOOKS.XLSX

Guidelines:

1) Records with invalid data or format will not be included in analysis and will be available on clicking ‘data validation’.

2) RCM bills not to be added in books excel and will not be considered for reconciliation and will be available on clicking the relevant option in ‘Data Validation’.

3) Bills with no GST (Rate=0) are also not considered for reconciliation and will be available on clicking the relevant option in ‘Data Validation’.

1. GSTR2B: excel sheets of all the months downloaded from GST Portal.
2. GSTR2A: excel sheets of all the months downloaded from GST Portal.

After clicking gstreconcile.exe, you will get screen asking for input of the GSTIN and month up to which reconciliation is to be done. It is necessary to map the columns of our books excel with that of the utility. The mapping option becomes available on its own. Press cntrl+w after mapping and program will give the gist of analysis in just two lines. This may take a little time. Clicking the lines would show details.

Next line lays emphasis on ‘Data Validation’. It is strongly advised to validate data first by clearing wrong GSTIN and differences in bill no., bill date, values of bill and GST.

Clicking ‘Working’ button on right side top will give the details of the analysis to user’s full satisfaction.

Clicking ‘Detailed Report’ button on top will give details of reconciliation table in excel format.

‘True’ also calculates the value of ITC to be taken in GSTR3B for the selected month.

5) ‘Urgent action required’ report has 3 tabs:

a) Bills to be filed by supplier: This tab shows bills which are not in 2B. But if any bills are in 2A, then they are shown in green color. If filing date of such bills in 2A is blank, they are shown in pink color. You can EMAIL or WhatsApp the bills, which are not filed so far, to respective supplier directly from utility.

b) Bills to be cleared by user: These are the bills which are in 2B but not in our Books. There are 3 possible reasons: 1) Bill is not entered at all 2) Bills is entered but details did not match with 2B data, so differences are to be cleared 3) Bill does not pertain to the user

c) Invalid Bills: This is point 3) of b). These are the bills which do not belong to the user. So, these bills will be ignored by the system.

Please enjoy the utility free for data up to 30th June.

Since September GSTR1 is the last chance for you to ensure that your supplier has filed all the bills in GSTR1 (Due date 11th October), it is most necessary for you to buy this utility immediately and ensure filing of pending bills by supplier.

There are two options.

A) Either you purchase ‘True’ comprehensive accounts & inventory module where you will get ITC reconciliation with a ‘Click’ apart from automatic GST Return and many other fascinating features highlighted on website.

B) Else, you purchase only ‘ITC reconciliation’ module.