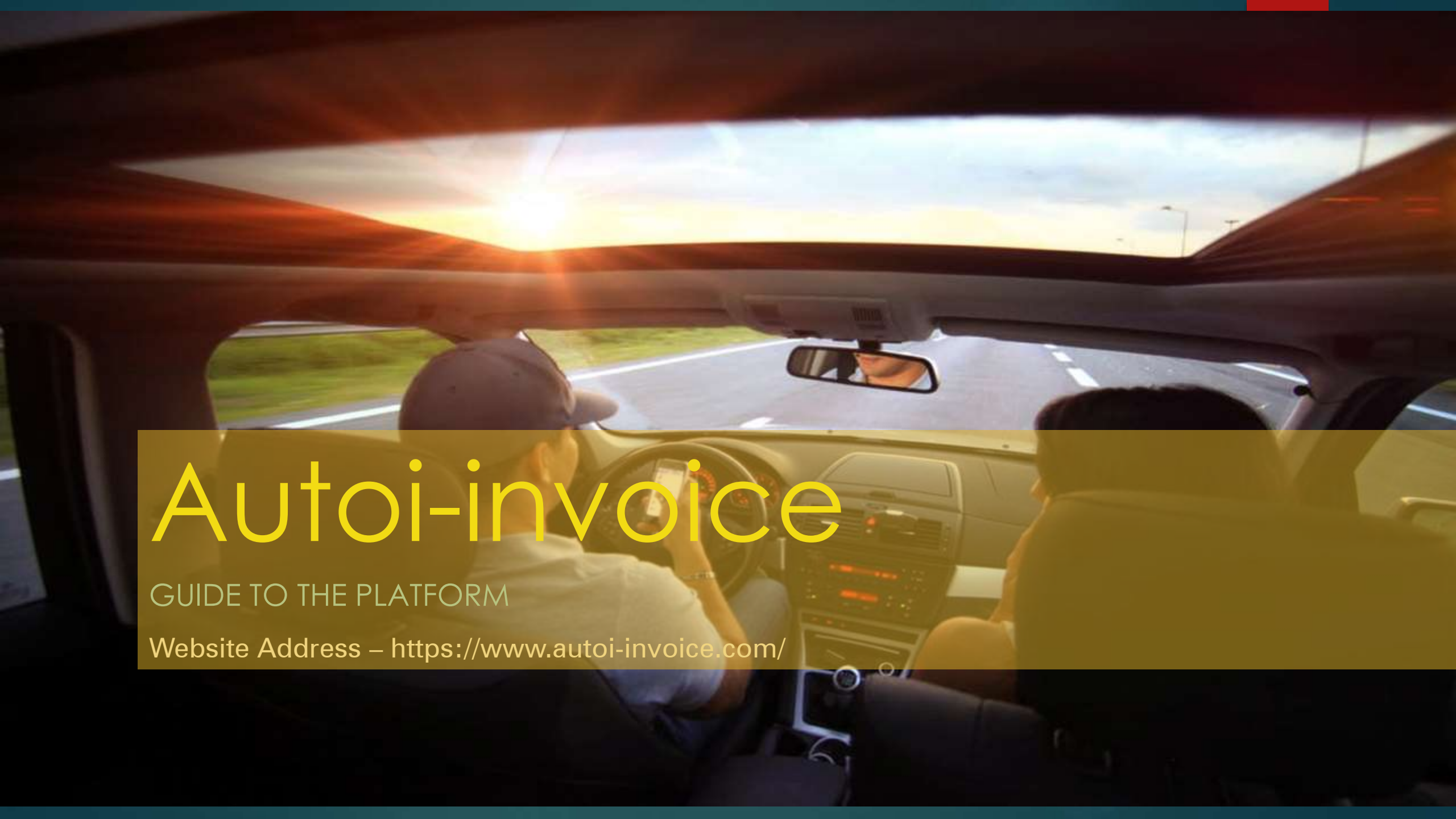


Autoi-invoice

GUIDE TO THE PLATFORM

Website Address – https://www.autoi-invoice.com/

Highlights

My Account

Login

Profile Update

User Management

Change Password

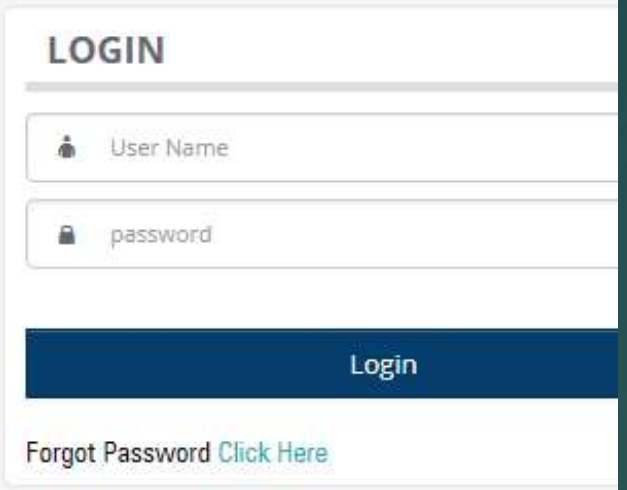
Invoice Management

Digitally signed invoice enablement

Flexibility to change Channel's Invoice Number

GST e-invoice QR code and IRN number fetching

No requirement of original or hard copies of invoices



To login to the Auto i-invoice Portal, channel partner to visit www.autoi-invoice.com

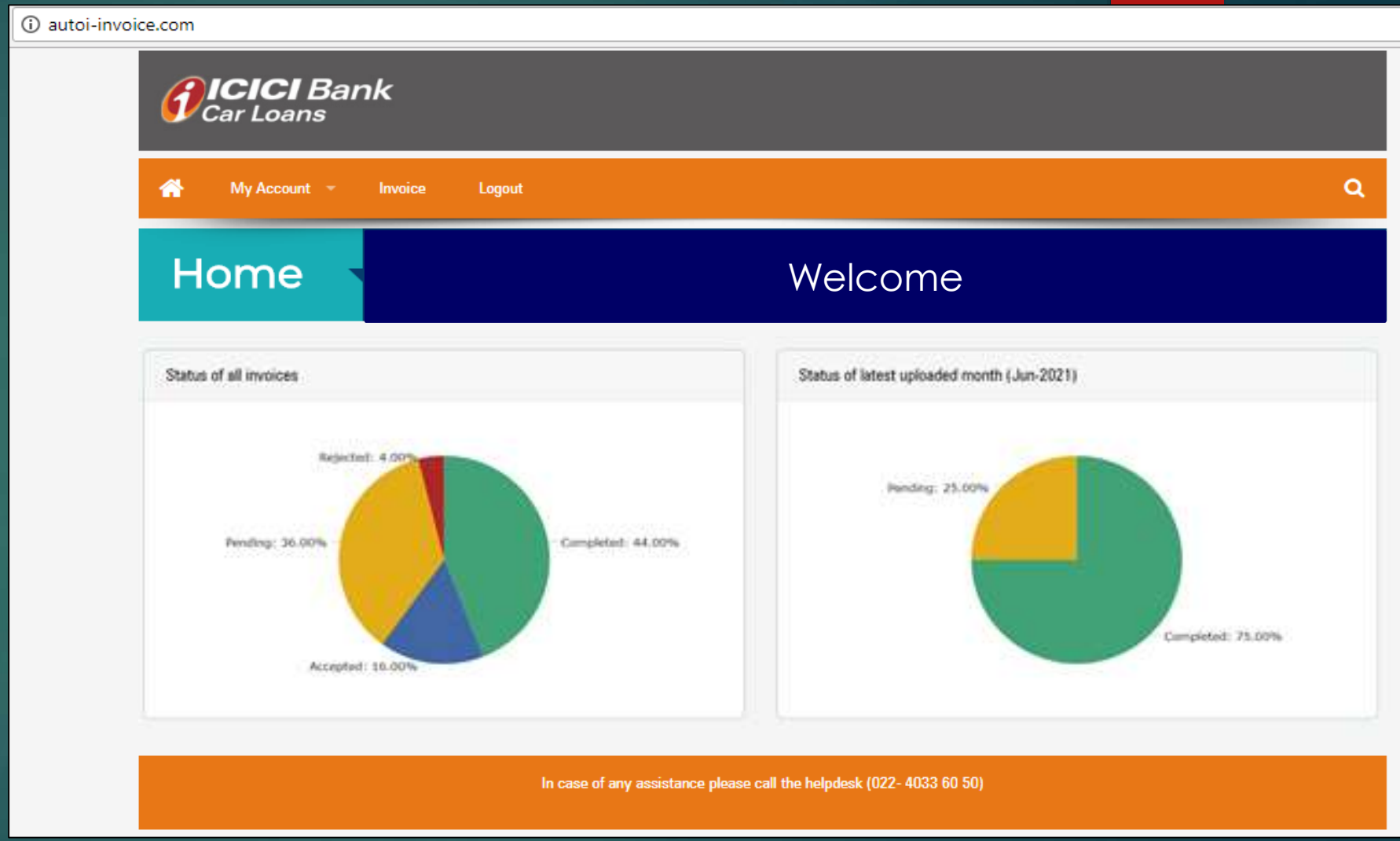
Channel partner to check email for the User id and Password (First Time Users)

Incase channel has forgotten password, please click on forgot password >> enter userid >> an email with new password will be sent to channel's registered email id.

User Management

My Account : Channel can check profile details by selecting **'My Profile'** from the drop down

Change password: The password of channel account can be changed by clicking on the **'change password'** tab under 'My Account'.

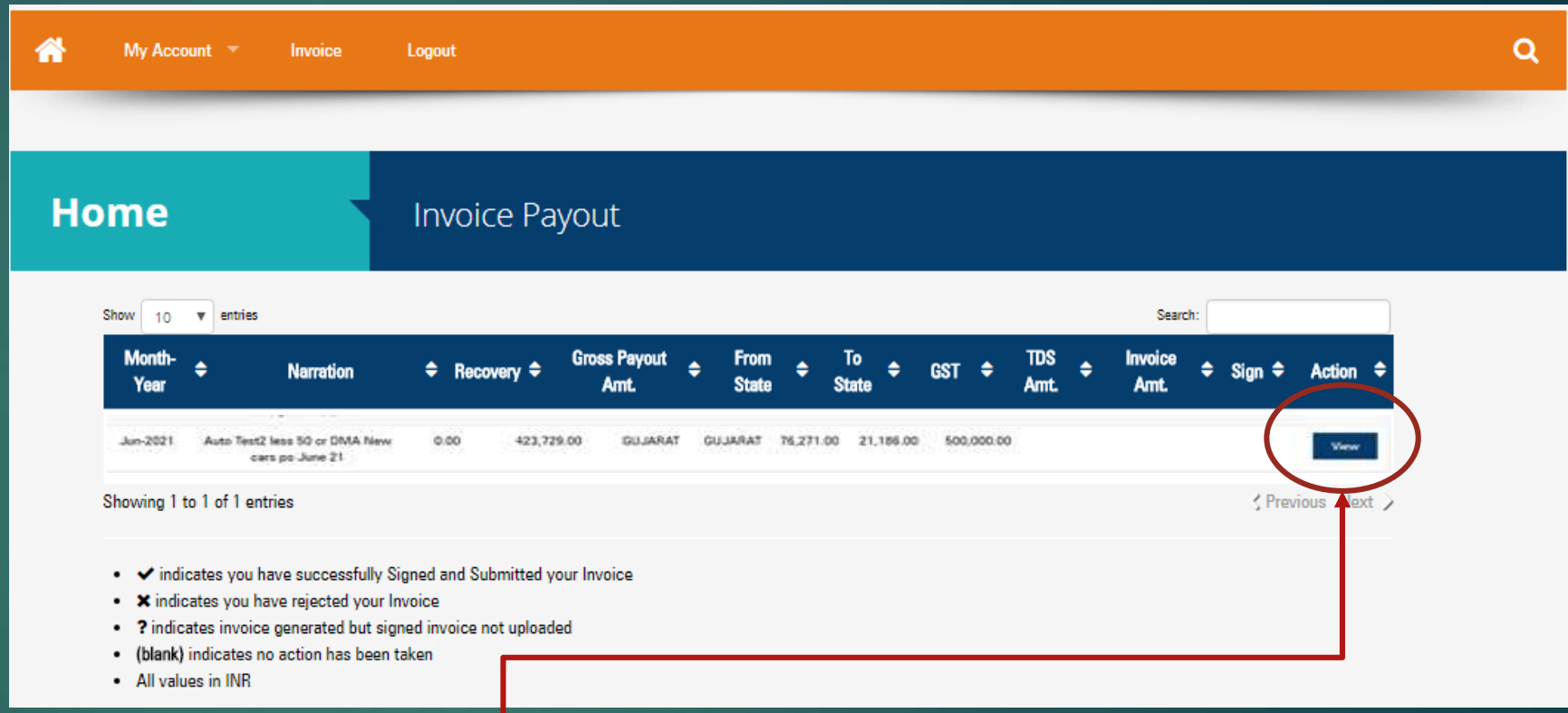


Invoice Management

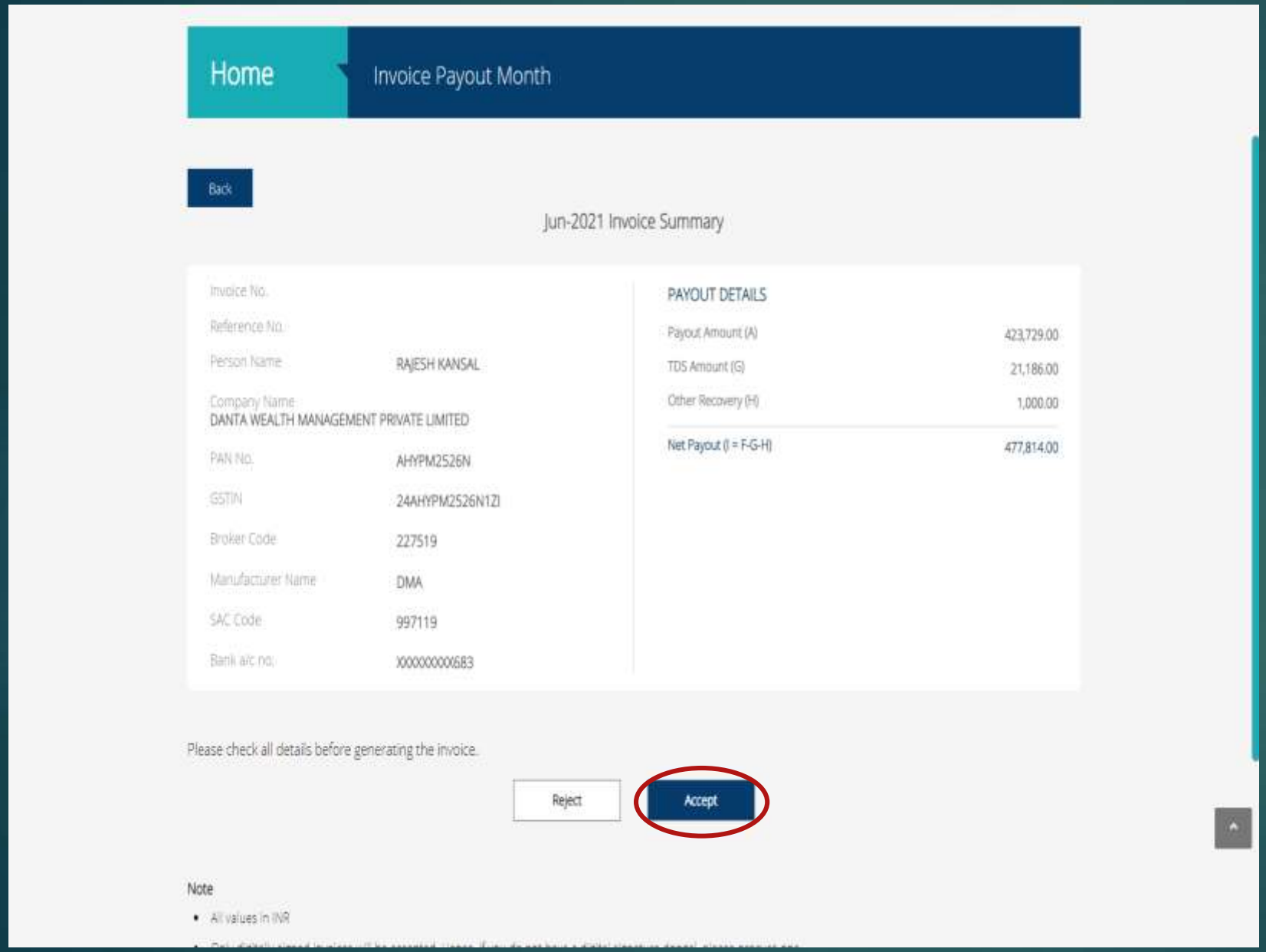
To check invoice, please click on **Invoice** tab

Invoices are displayed month wise

The latest invoice is on the top



Click on the '**View**' tab to know the Invoice details



Invoice Summary to be checked thoroughly

Post review of details shown, please click on **Accept invoice**

Option also available to 'Reject Invoice' as the case may be

DANTA WEALTH MANAGEMENT PRIVATE LIMITED

135 VARDHMAN PREMIUM , HALLOUTER RING ROAD, DELHI

Date: 30 Jun 2021
Invoice No.: Pending
Terms: As per agreement

TO,
ICICI Bank Ltd TC 2491 No 1 M.G. Road Polliddium Thiruvantapuram.
Thiruvantapuram-695001
Kerala
INDIA
GSTIN No: 32AAACI1195H1ZV

Description	Period	Total Value of Services	CGST RATE @ (9%)	SGST/UGST RATE @ (9%)	IGST RATE @ (18%)	UTGST @ (18%)	Total Tax Amount	Total Invoice Amount
		A	B = (A X CGST rate)	C = (A X SGST rate)	D = (A X IGST rate)	E = (A X UTGST rate)	F = (B+C) Or F=D Or F=E	A+F
Commission for Sourcing / Referrals of loan customers	Jun-2021	525,423.72	47,288.14	47,288.14	0.00	0.00	94,576.28	620,000.00
Total		525,423.72	47,288.14	47,288.14	0.00	0.00	94,576.28	620,000.00

Confirm Cancel

The screen appears which shows final invoice.

Click on **Confirm** to go ahead

RE: URGENT - Whitelisting of we | Invoice Payout Month | ICICI

iciciautoloans.direxions.in/invoice-payout-month/?month=6_2021_GUJARAT_GUJARAT_500000_32622

Home | Invoice Payout Month

Congratulations!
You can download your invoice now. Please upload the downloaded file.

Back

Jun-2021 Invoice Summary

Check your invoice number

Invoice No.	AP227519/0621/04
Reference No.	AP227519/0621/04
Person Name	RAJESH KANSAL
Company Name	DANTA WEALTH MANAGEMENT PRIVATE LIMITED
PAN No.	AHYPM2526N
GSTIN	24AHYPM2526N1ZI
Broker Code	227519
Manufacturer Name	DMA
SAC Code	997119
Bank a/c no.	XXXXXXXX683

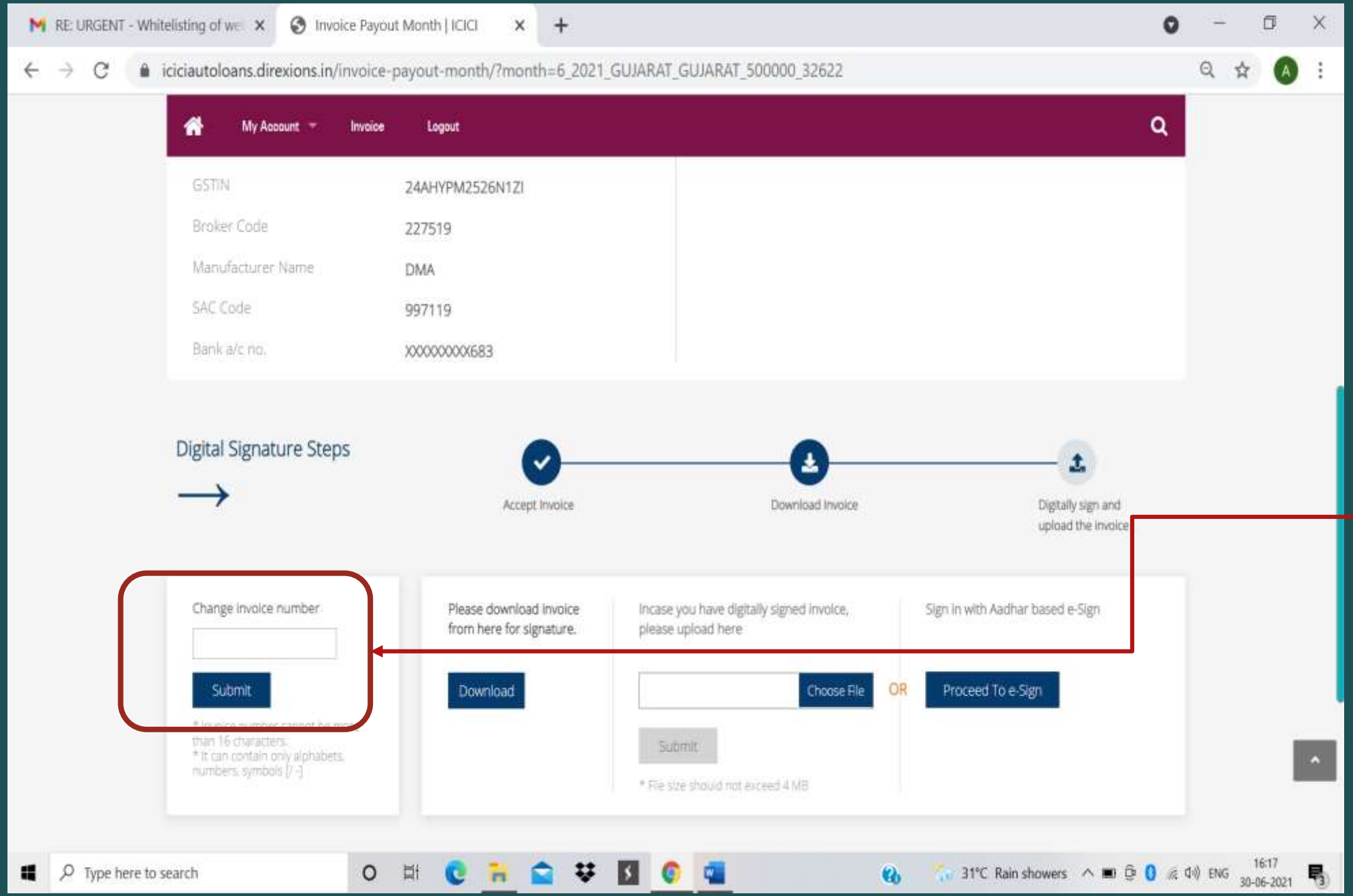
PAYOUT DETAILS

Payout Amount (A)	423,729.00
TDS Amount (G)	21,186.00
Other Recovery (H)	1,000.00
Net Payout (I = F-G-H)	477,814.00

Type here to search 31°C Rain showers ENG 16:17 30-06-2021

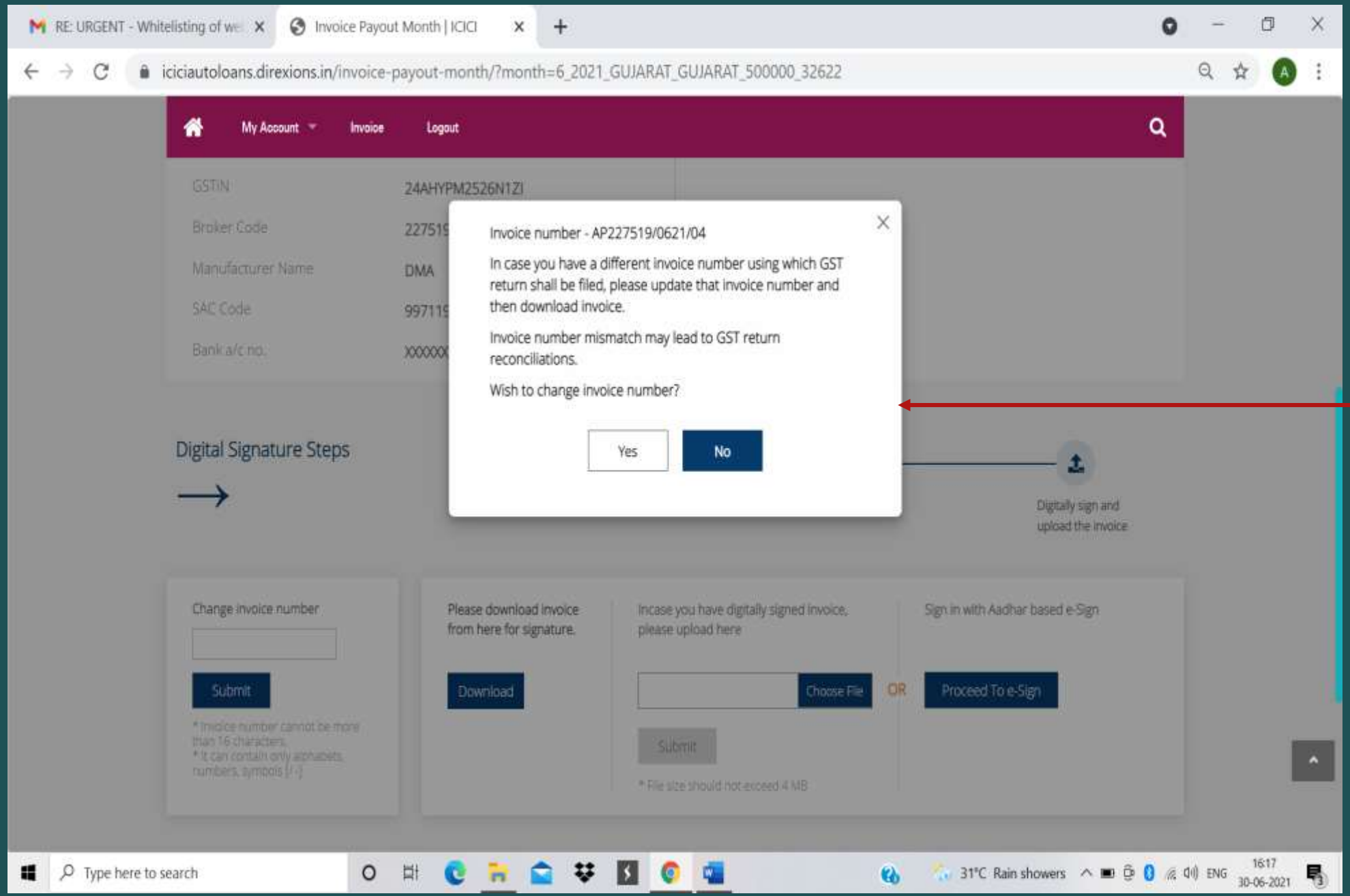
Post confirmation, records are saved and invoice file is ready to download.

System now provides option to check and update Channel's own invoice number which channel shall use for filing of its GST returns



Channel has to review the invoice number which S/he is going to use for GST return filing

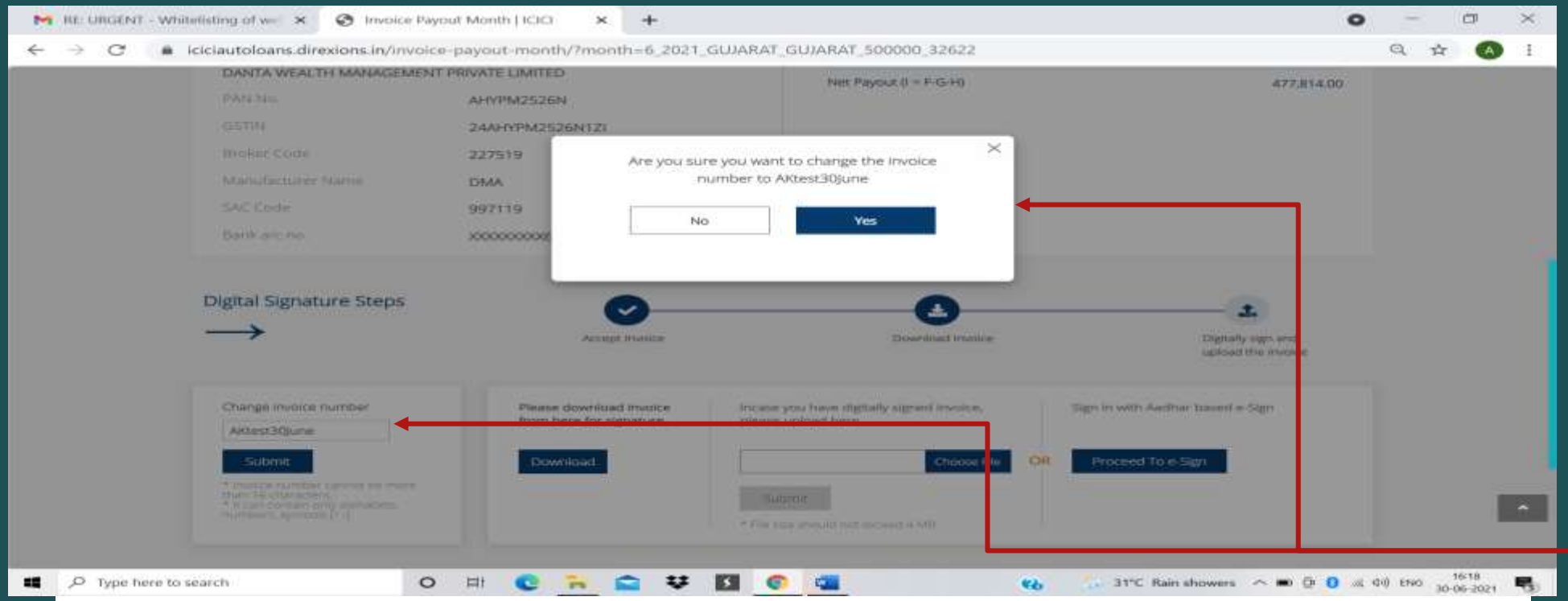
Channel to update his/her invoice number and then click on Submit.

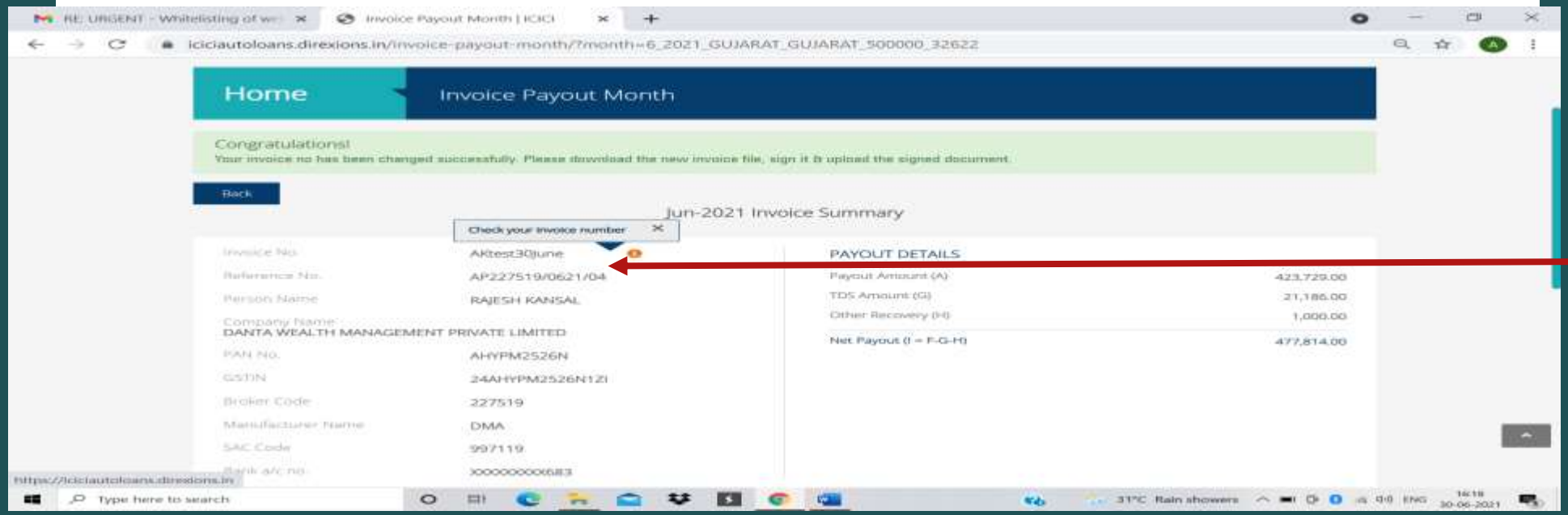


Even if Channel misses on invoice number updation and mistakenly clicks on Download Invoice button, System gives a prompt to recheck invoice number and change the same.

Click **Yes** to change invoice number

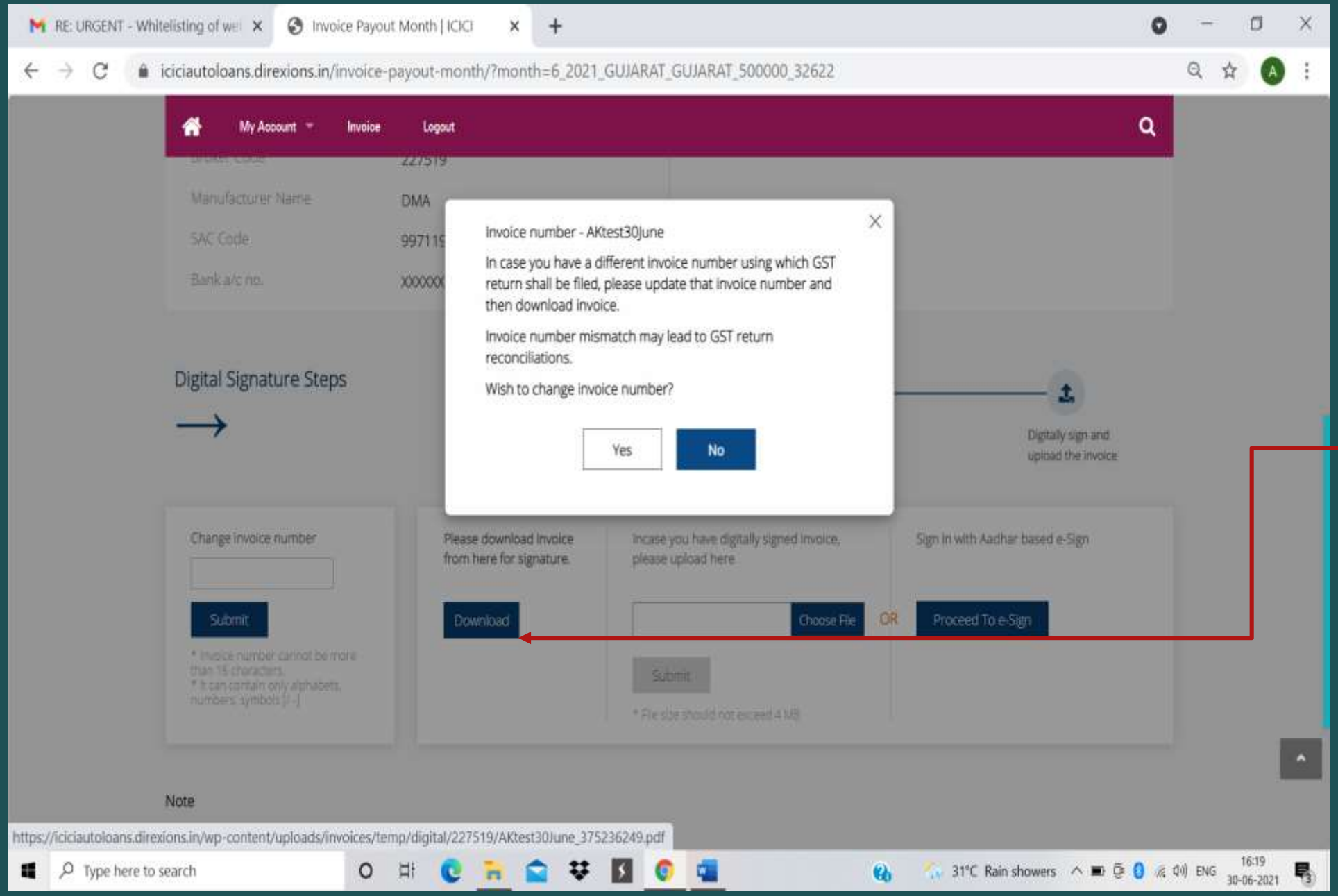
Click **No** if channel has already changed the invoice number or channel wants to use Bank's invoice number





When Channel updates his/her own invoice number and submits the same, system prompts for confirmation.

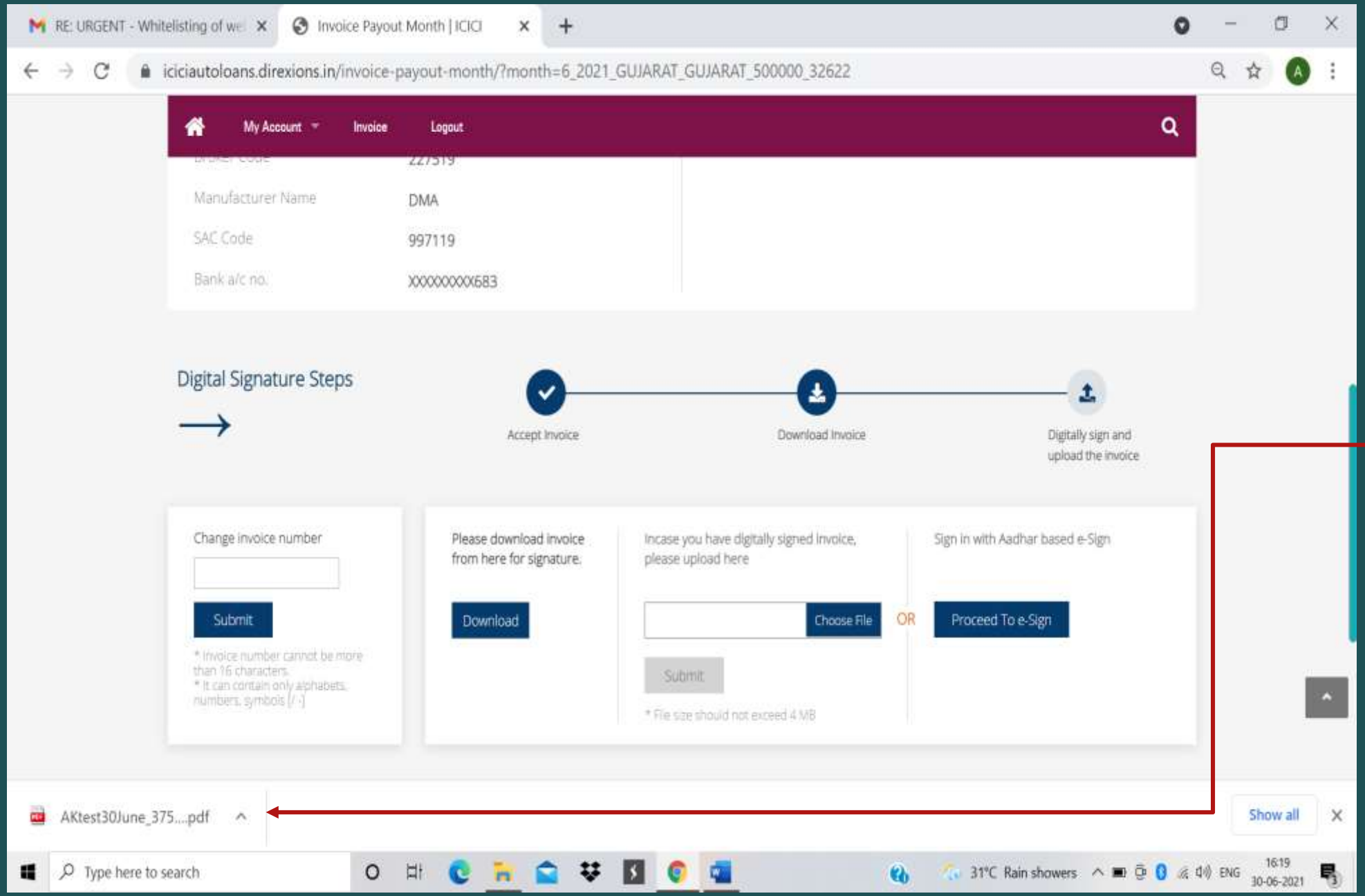
Post confirmation, system shows the changed invoice number.
Bank's default invoice number gets updated as Reference number



Post review of invoice number, Click on **Download** Invoice.

Click **Yes** to change the Invoice number again.

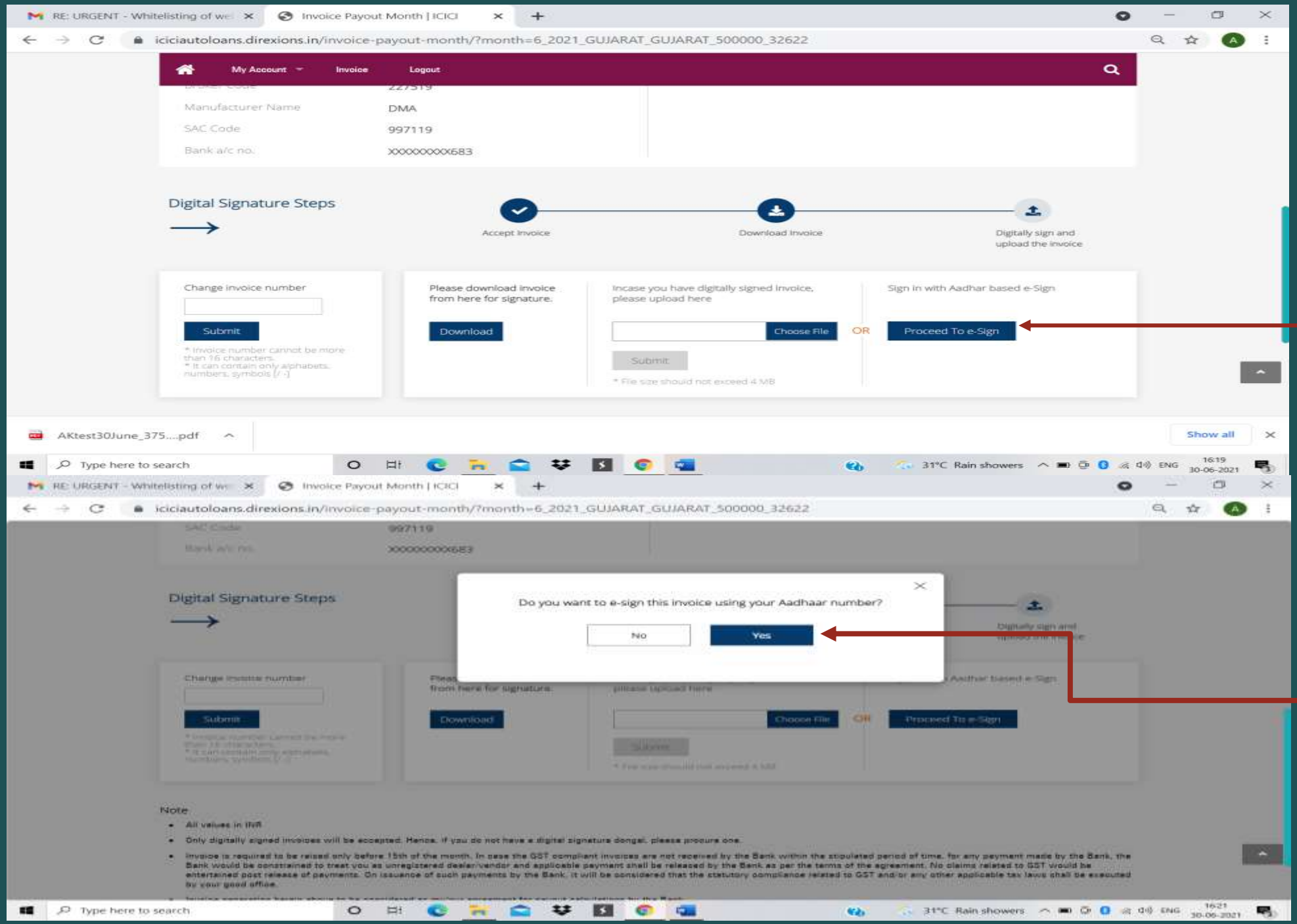
Click **No** if Invoice number is changed correctly or channel wishes to continue with Bank's allotted invoice number.



Invoice gets downloaded and the invoice file appears at the bottom left of the screen.

Channel to save the invoice in appropriate folder.

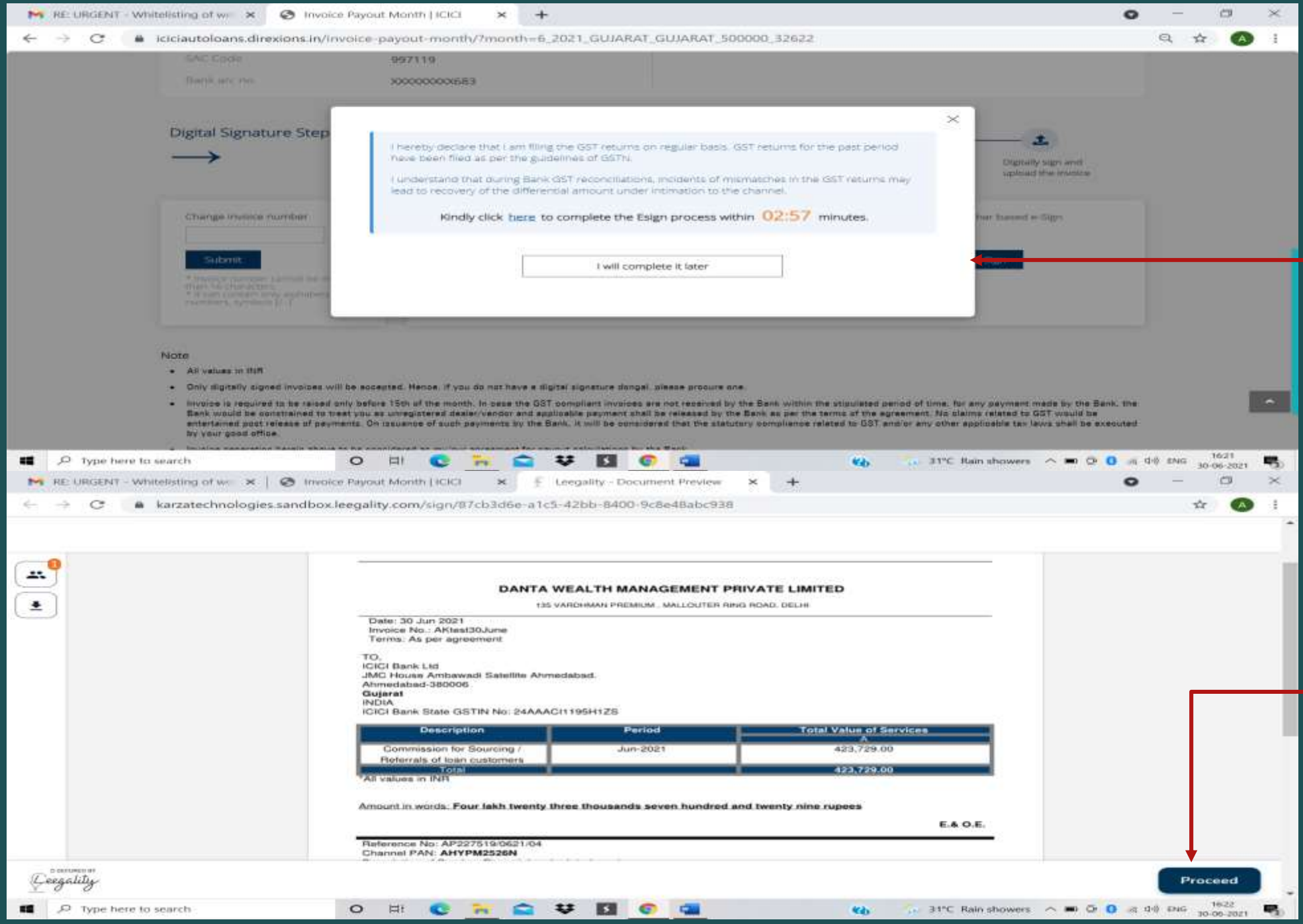
Invoice gets saved with changed Invoice number for better identification



Post saving of Invoice, channel to initiate for e-Sign of Invoice.

Its Aadhar based e-Sign, hence the authorized person can also e-sign Invoice using his/her Aadhar Number

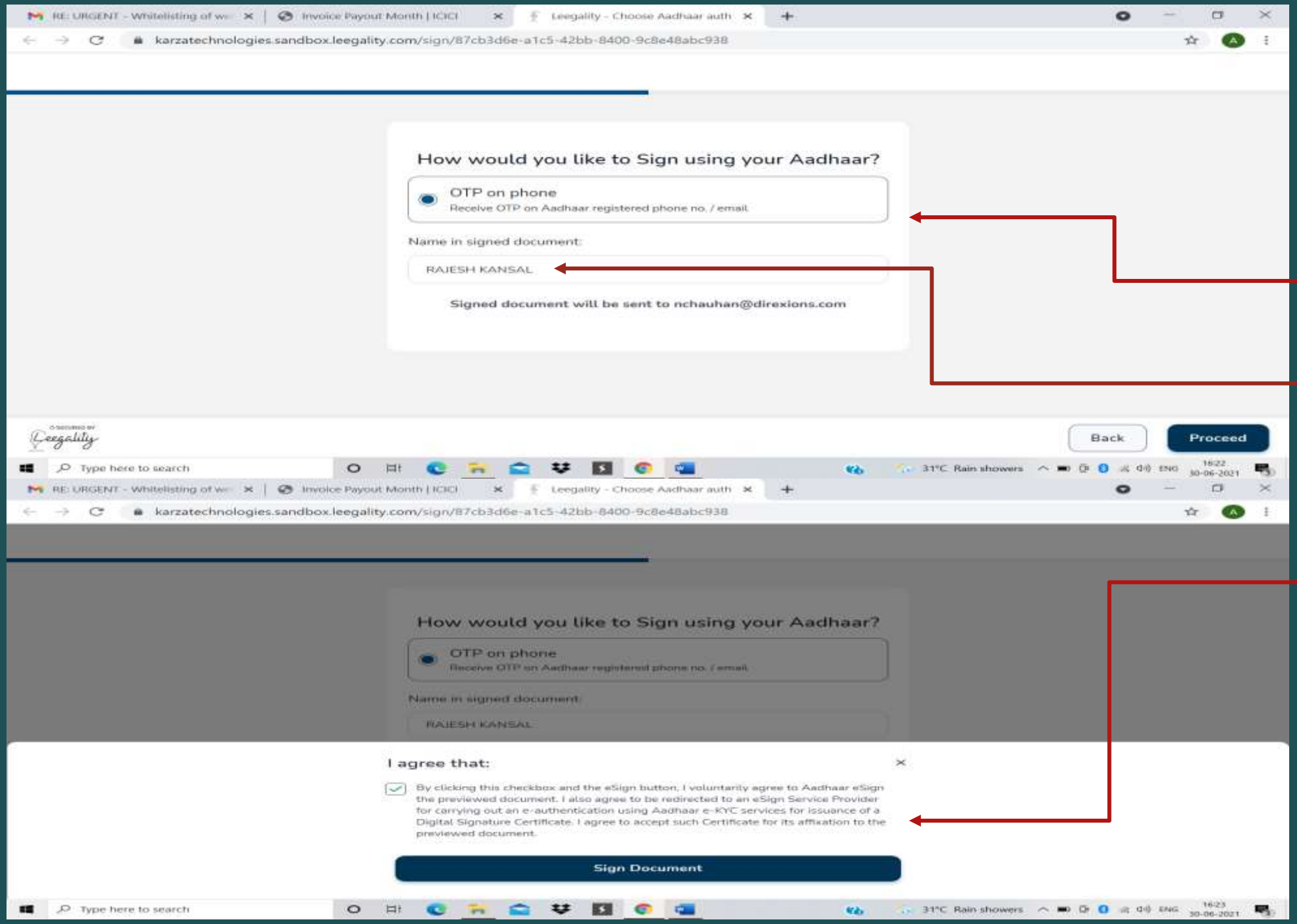
Click **Yes** to e-Sign Invoice



Channel to review the confirmation and then click on “Click here” link to initiate eSign process

Channel’s Aadhar journey starts which mandates to preview the invoice on Aadhar API.

Click on **Proceed.**



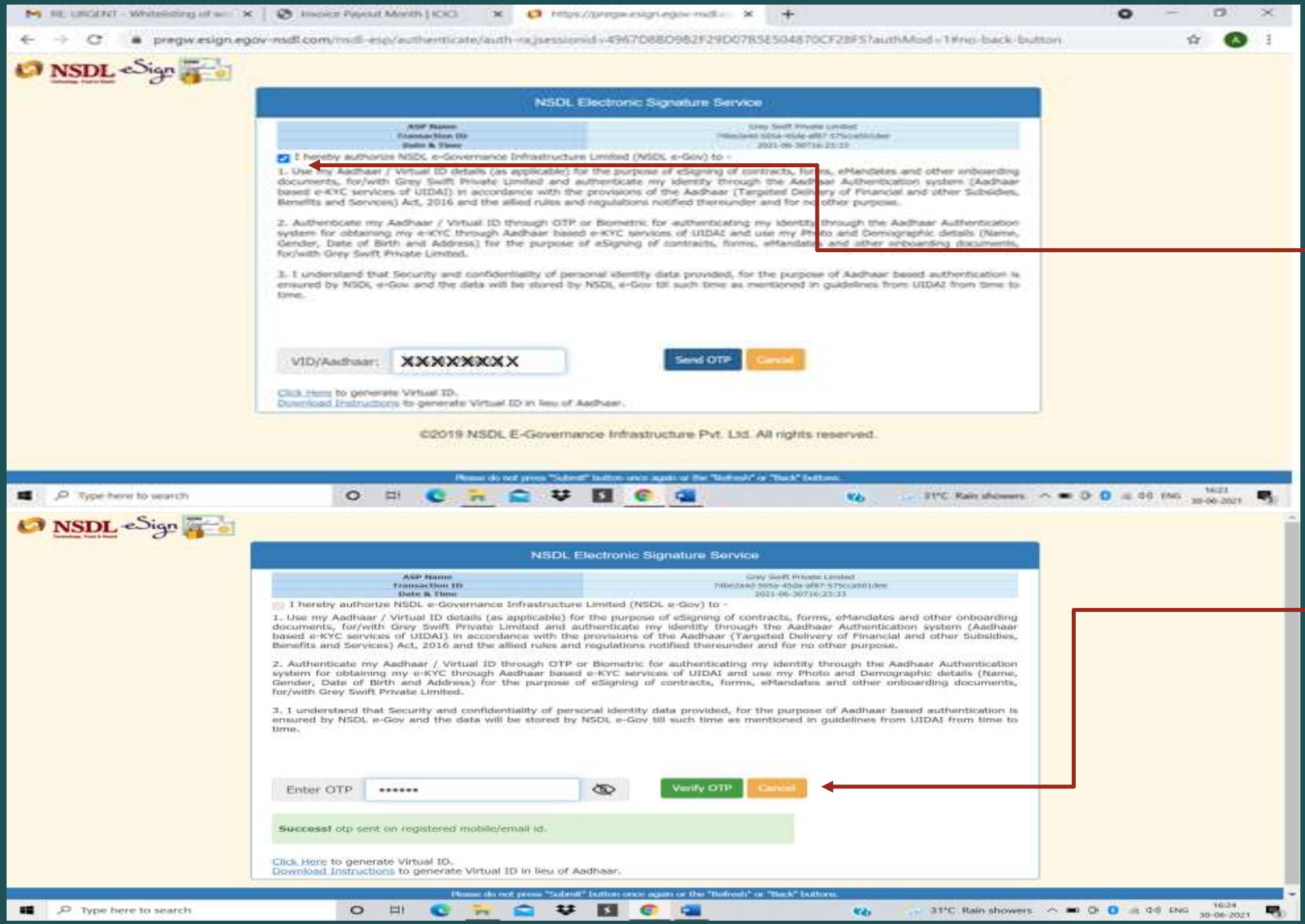
Aadhar API seeks confirmation to share OTP on mobile number linked with Aadhar.

System also gives option to update Name of the Authorized Signatory

Click on **Proceed.**

Provide confirmation on **I Agree** clause

Click **Sign Document**

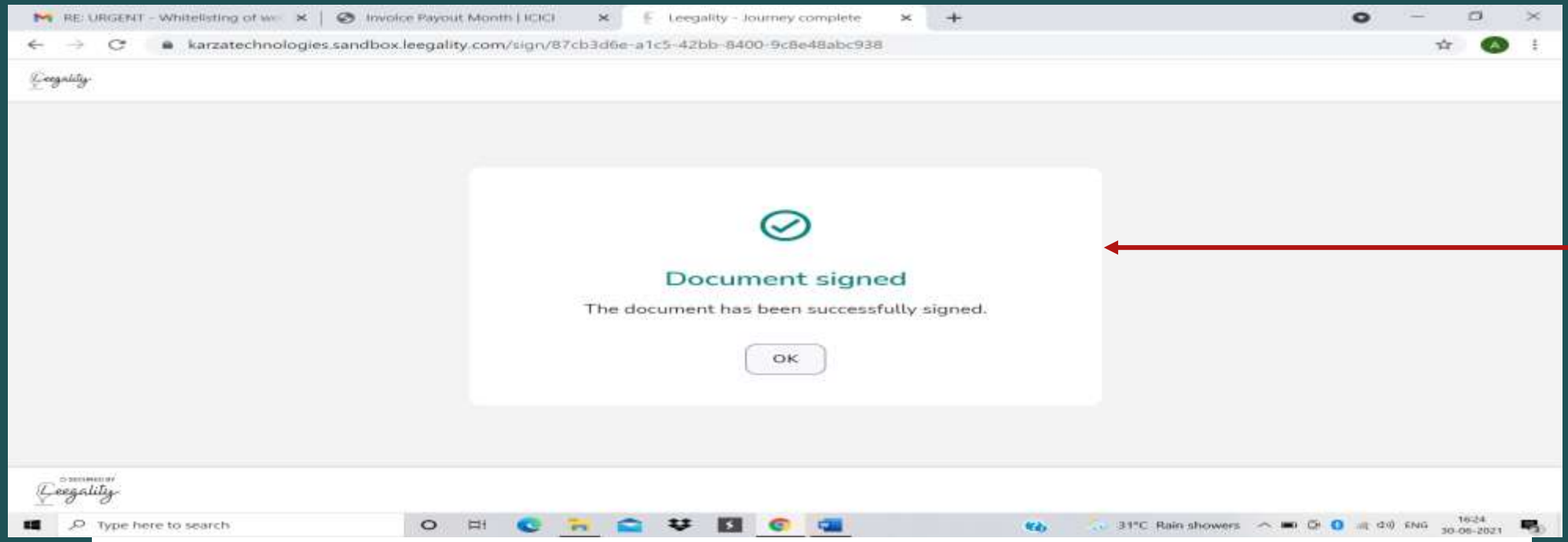


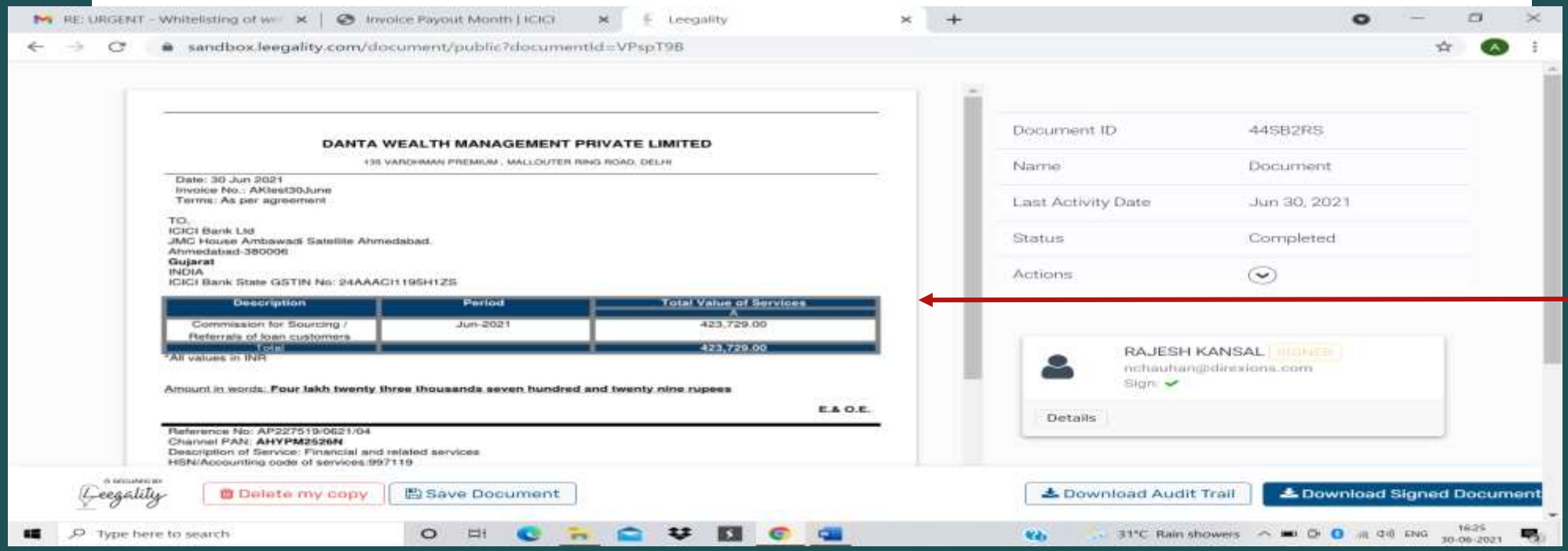
Channel to click on Aadhar Declaration,

Update Aadhar ID and Click on Send OTP

Once OTP is received on linked mobile number, update same OTP in the window given

Click **Verify OTP**



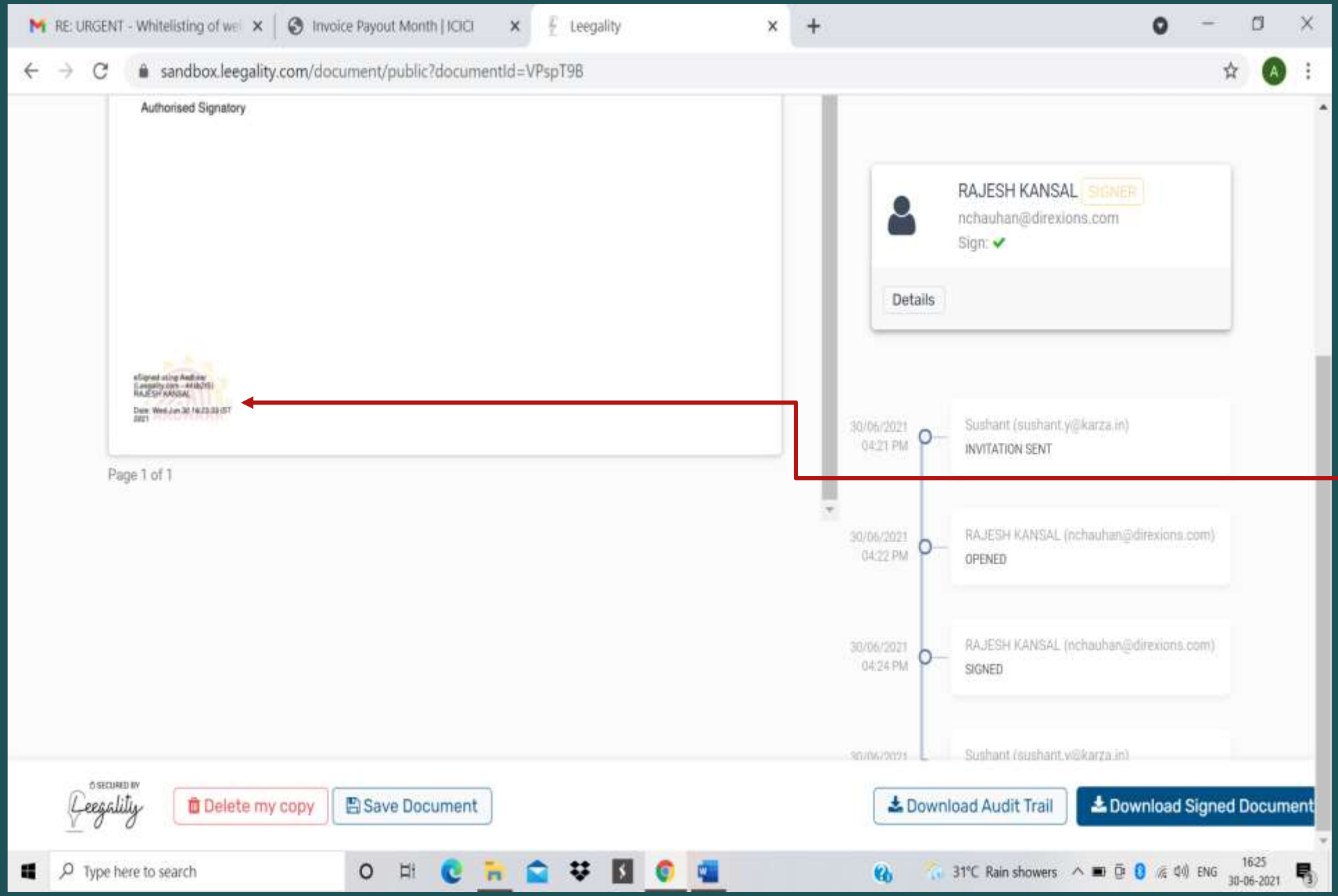


Post successful OTP authentication, system confirms the same

Click OK

System shows e-Signed Invoice and also provides updates, Audit Trail.

Digitally signed invoice PDF also gets e-mailed to channel



E-sign confirmation with

1. Authorised Signatory Name
2. Date of eSign
3. Time of eSign

is displayed at the Bottom Left corner of Invoice.

Channel's invoice generation journey ends here. Channel to logout properly from invoice module.

GST e-invoice Management

As per GST ruling, entities whose annual turnover is above ₹ 50 crore, their payments are required to be processed against an e-invoice generated by them on GST portal.

Sample GST e-invoice

64 digit alphanumeric IRN Number

QR Code

Channel's own changed Invoice Number

24AABCL1862B1Z2
LANDMARK CARS PVT LTD

1.e-Invoice Details

IRN : b77be5fe2672f880fcc3df3ab6d62d358f addfe905a0dbb09996ca82b4c9a200 | Ack. No : 162110546832415 | Ack. Date : 17-04-2021 16:42:00

2.Transaction Details

Category : B2B | Document No : GJFIN16/21-22 | IGST on INTRA : No

Document Type : Tax Invoice | Document Date : 17-04-2021

3.Party Details

Seller
GSTIN : 24AABCL1862B1Z2
LANDMARK CARS PVT LTD
FP 37 38, SUN COURT SOLA FLYOVER, S G ROAD,AHMEDABAD
AHMEDABAD
380063 GUJARAT

Purchaser
GSTIN : 24AAACI1195H1ZS
ICICI BANK LIMITED
ICICI BANK LTD Parimal Gardens JMC HOUSE C G Road
ELLISBRIDGE AHMEDABAD
Ahmedabad Place of Supply: GUJARAT
380006 GUJARAT

Shipping
GSTIN : 24AAACI1195H1ZS
ICICI BANK LIMITED
GUJARAT ICICI BANK LTD Parimal Gardens JMC HOUSE C G Road
Ahmedabad
380006 GUJARAT

4.Goods Details

SlNo	Product Description	HSN Code	Quantity	Unit	Unit Price(Rs)	Discount(Rs)	Taxable Amount(Rs)	Tax Rate (GST+Cess | State Cess+Cess Non.Advol)	Other charges(Rs)	Total
1	Finance Commission	996111	1	OTH	110749	0	110749	18.00+0.00| 0.00+0	0	130683.82

Tax'ble Amt	CGST Amt	SGST Amt	IGST Amt	CESS Amt	State CESS Amt	Discount	Other Charges	Round off Amt	Total Inv. Amt
110749	9967.41	9967.41	0	0	0	0	0	0.18	130684

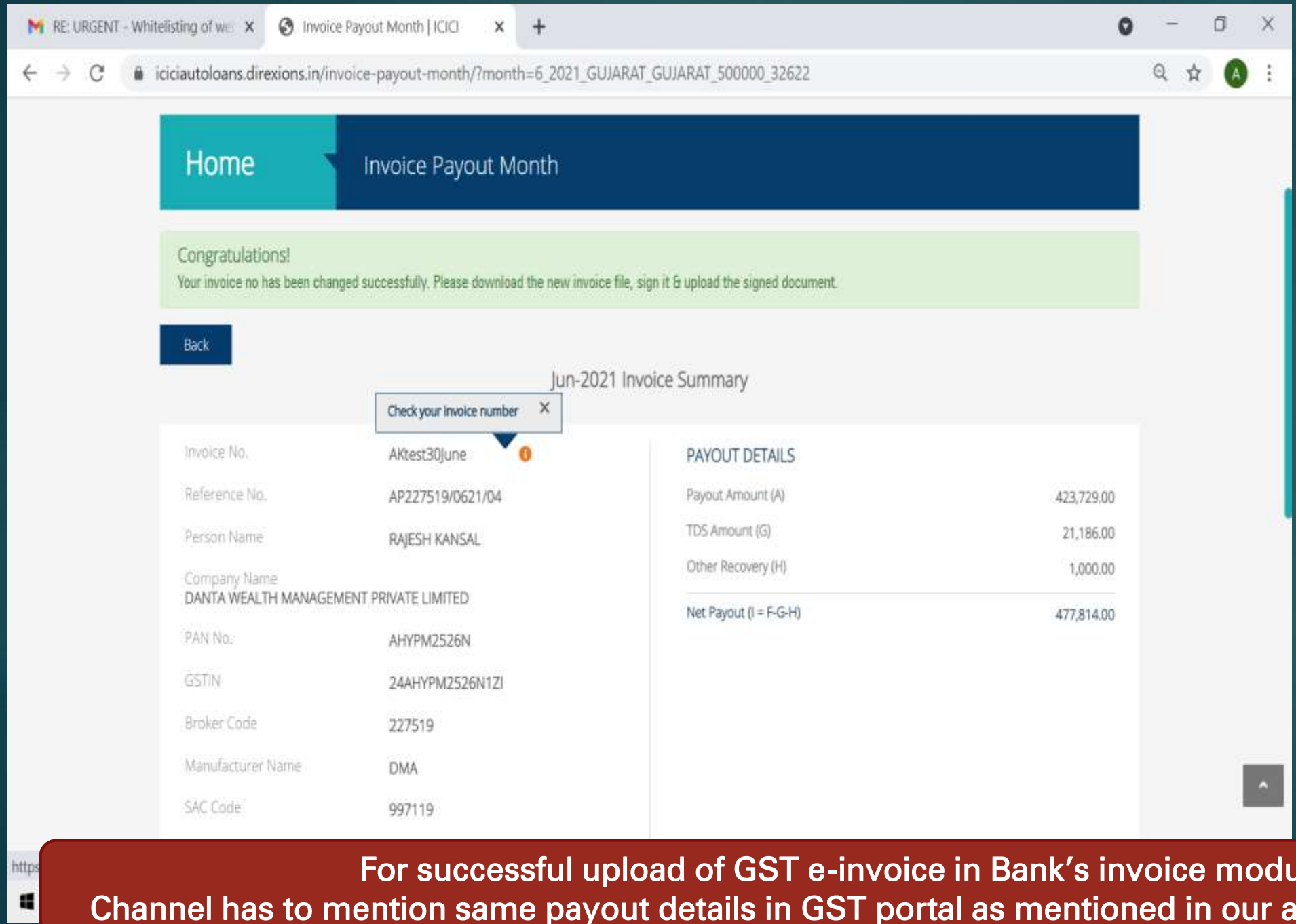
Generated By : 24AABCL1862B1Z2
Print Date : 17-04-2021 16:49:23

eSign
Digitally Signed by NIC-IRP
on: 17-04-2021 16:42:00

GST e-invoice has to be generated by Channel separately on GST portal.

Genuine PDF of GST e-invoice to be uploaded in Bank's payout invoice module.

No copies, photos, JPEG images etc of GST e-invoice shall get accepted



To generate e-invoice from GST portal Channel **has to follow** these steps :

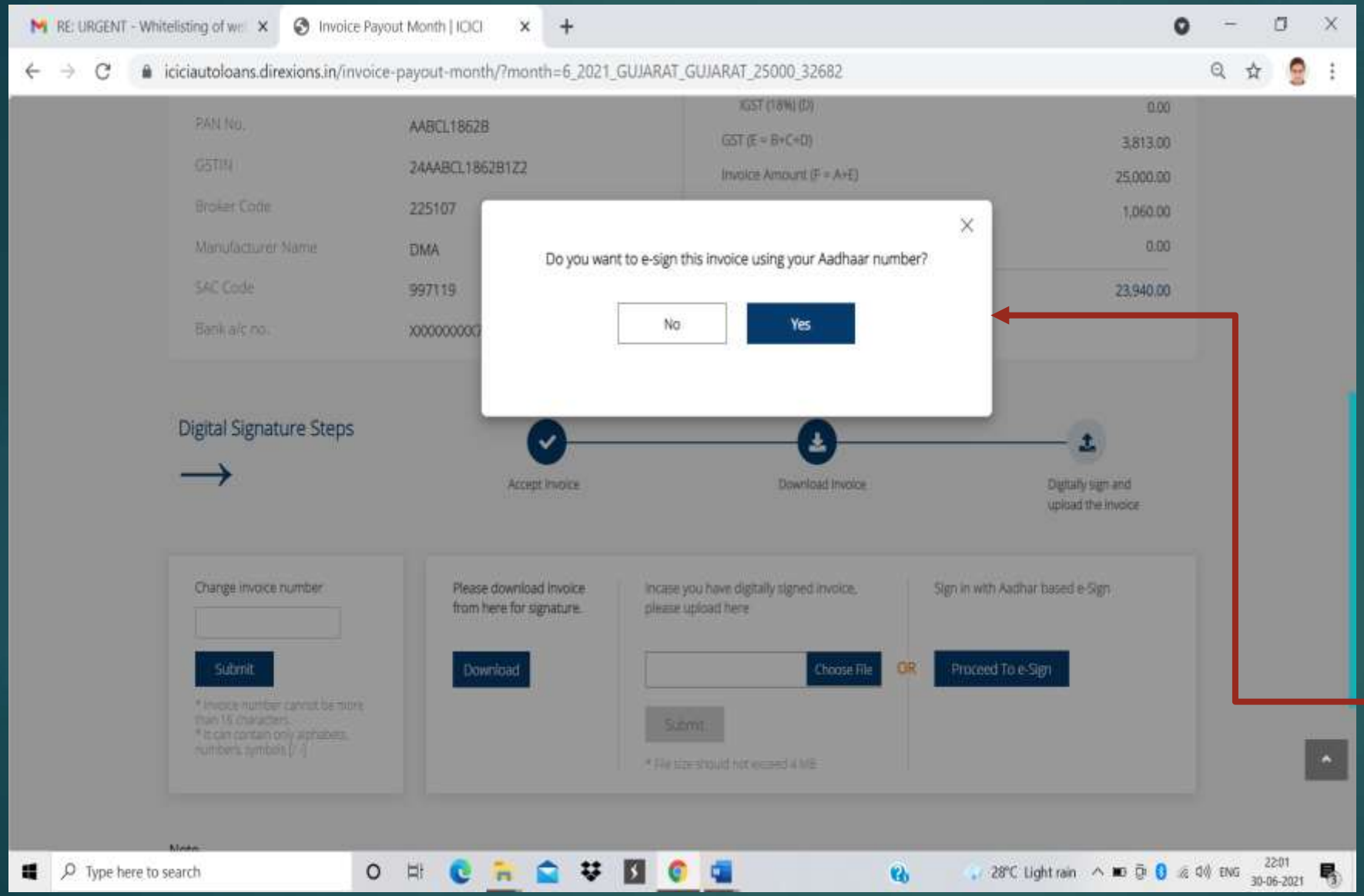
1. Update his own invoice number first on Bank's Auto i-invoice module
2. Download our invoice
3. Then open GST portal
4. In GST portal, mention his Invoice number
5. Invoice Date
6. Invoice Amount
7. GST Reg No. of Channel as well as Bank
8. HSN Code

For successful upload of GST e-invoice in Bank's invoice module, Channel has to mention same payout details in GST portal as mentioned in our autoi-invoice module.

Channel to download e-invoice from GST portal and archive it.

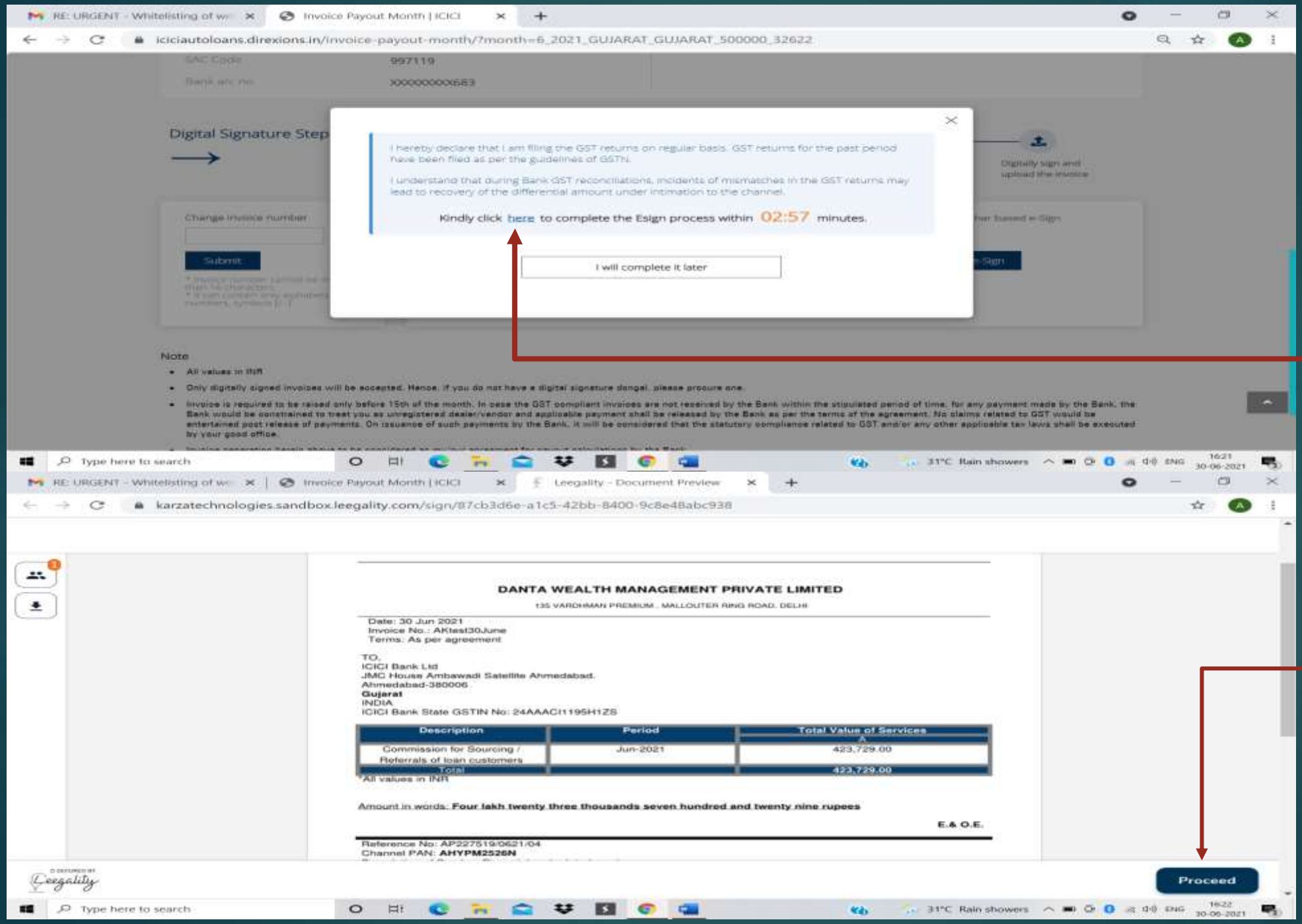
Post saving of e-Invoice, channel to initiate for e-Sign of Invoice. Click on **Proceed to e-Sign**

Click **Choose File** to upload GST e-Invoice generated on GST portal



If Invoice Number, Invoice Date, GST number of Channel and Bank, GST amount, Total Invoice Amount matches with the Auto i-invoice module, only then this dialogue box to initiate e-sign is displayed.

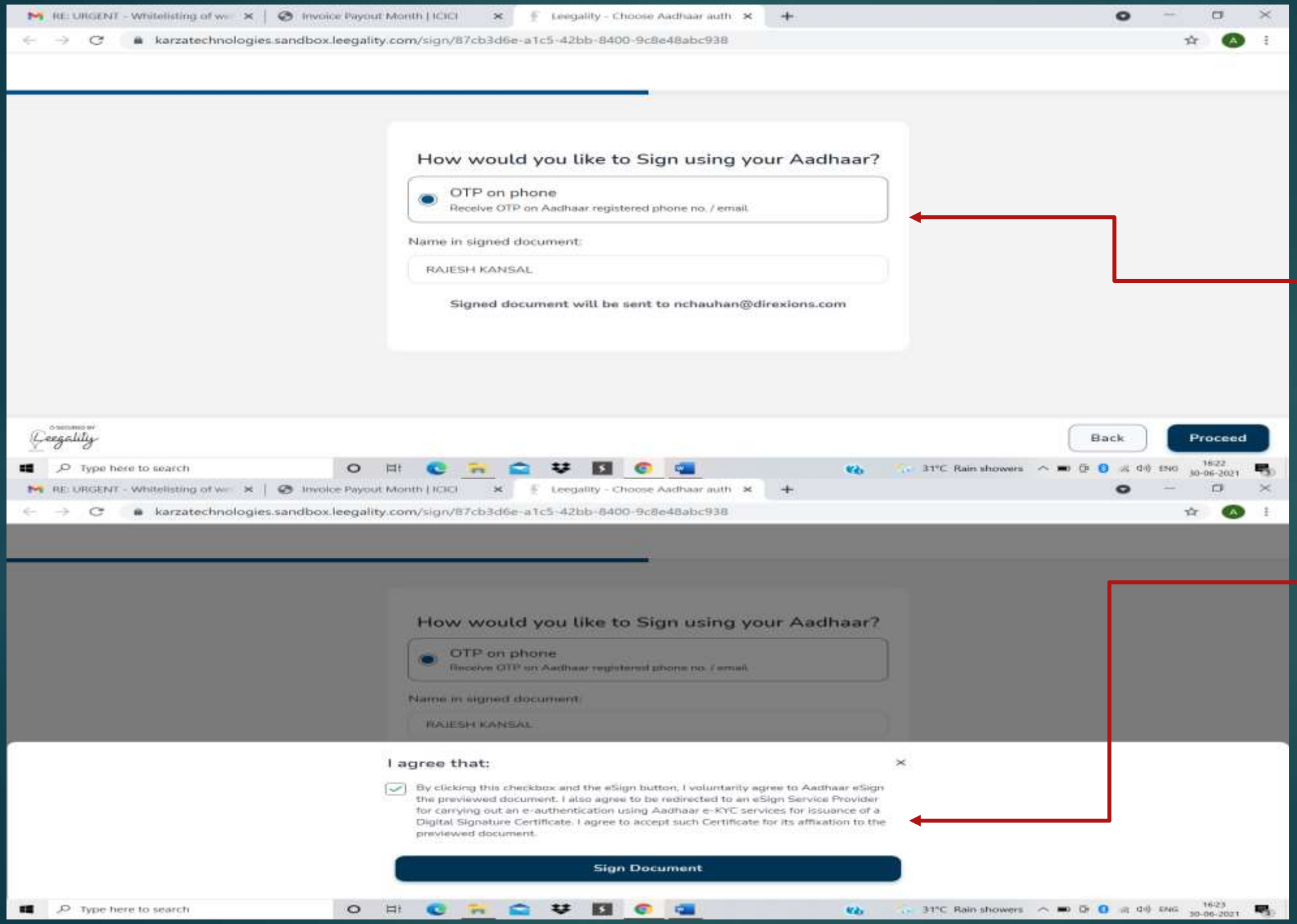
Click **Yes** to proceed for Aadhar based e-sign journey.



Channel to review the confirmation and click on “Click here” link to initiate eSign process

Channel’s Aadhar journey starts which mandates to preview the invoice on Aadhar API.

Click on **Proceed.**

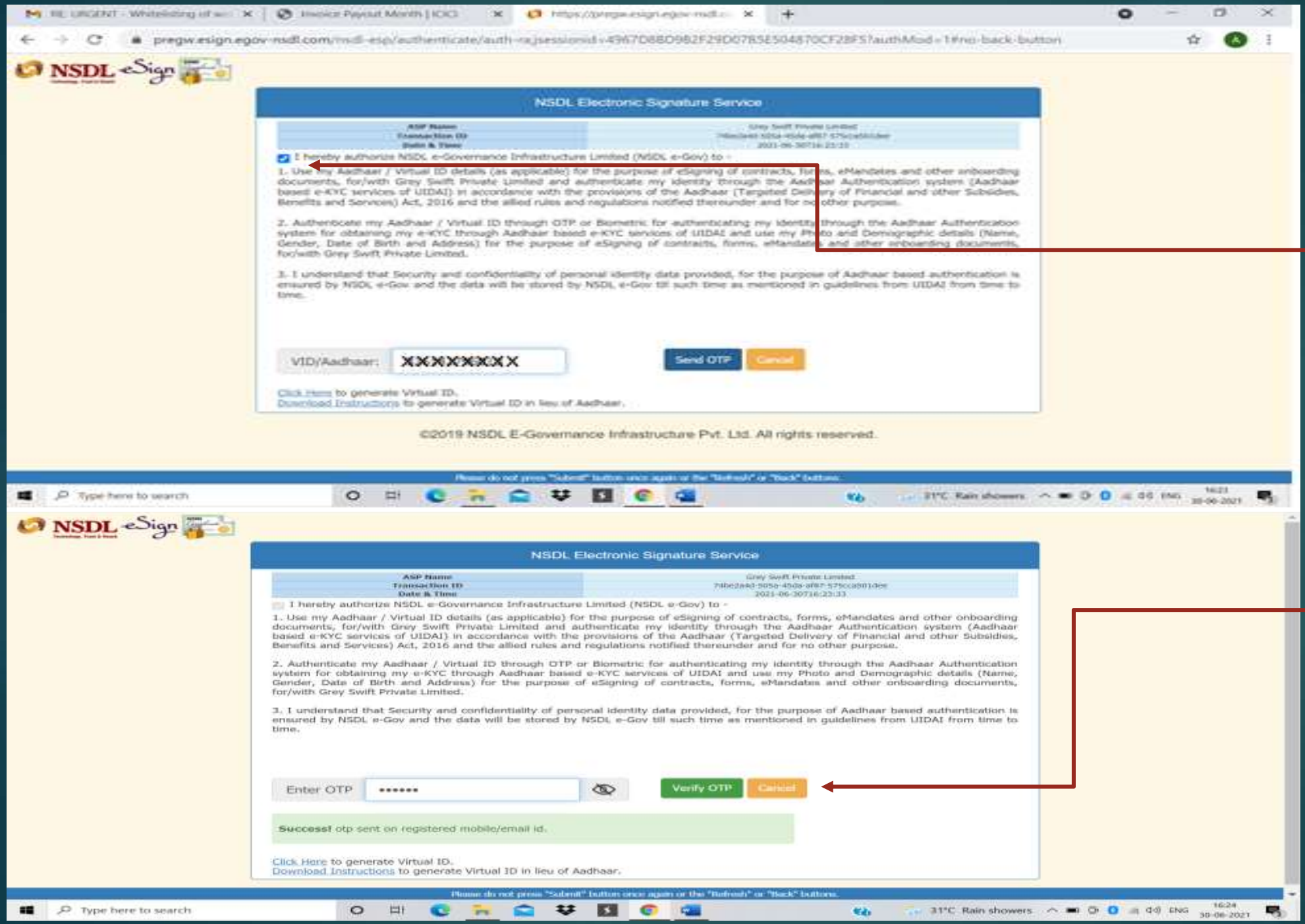


Aadhar API seeks confirmation to share OTP on mobile number linked with Aadhar.
System also gives option to update Name of the Authorized Signatory

Click on **Proceed.**

Provide confirmation on **I Agree** clause

Click **Sign Document**



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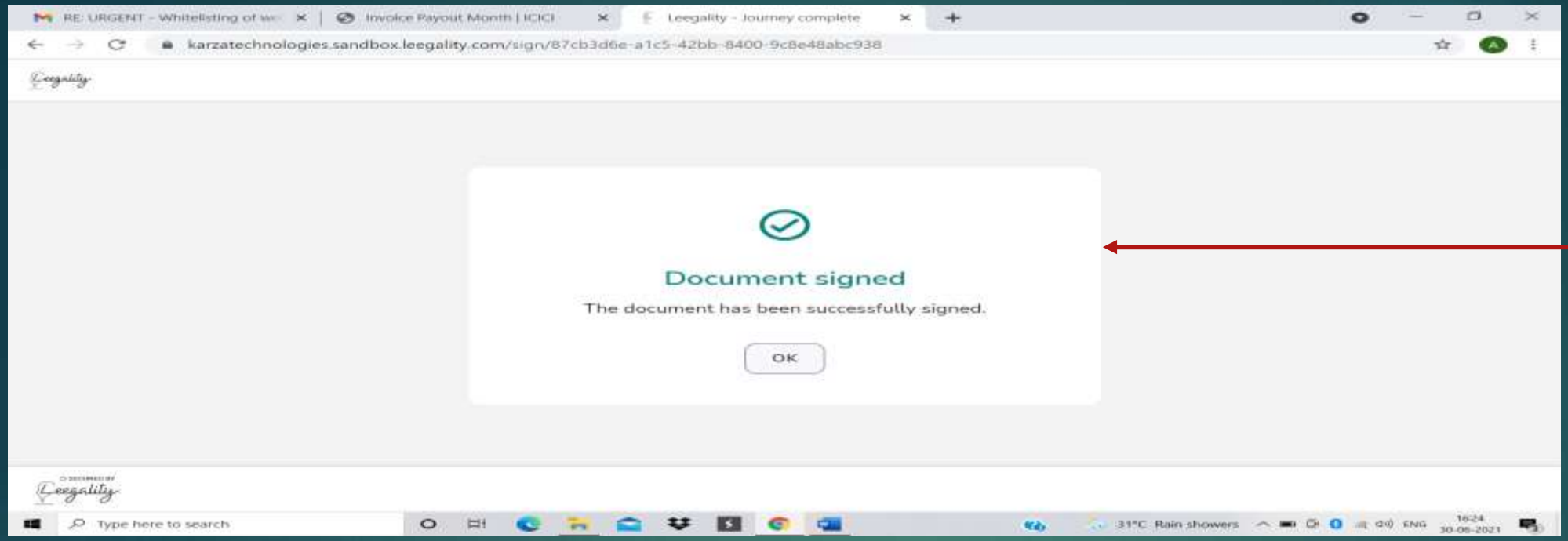
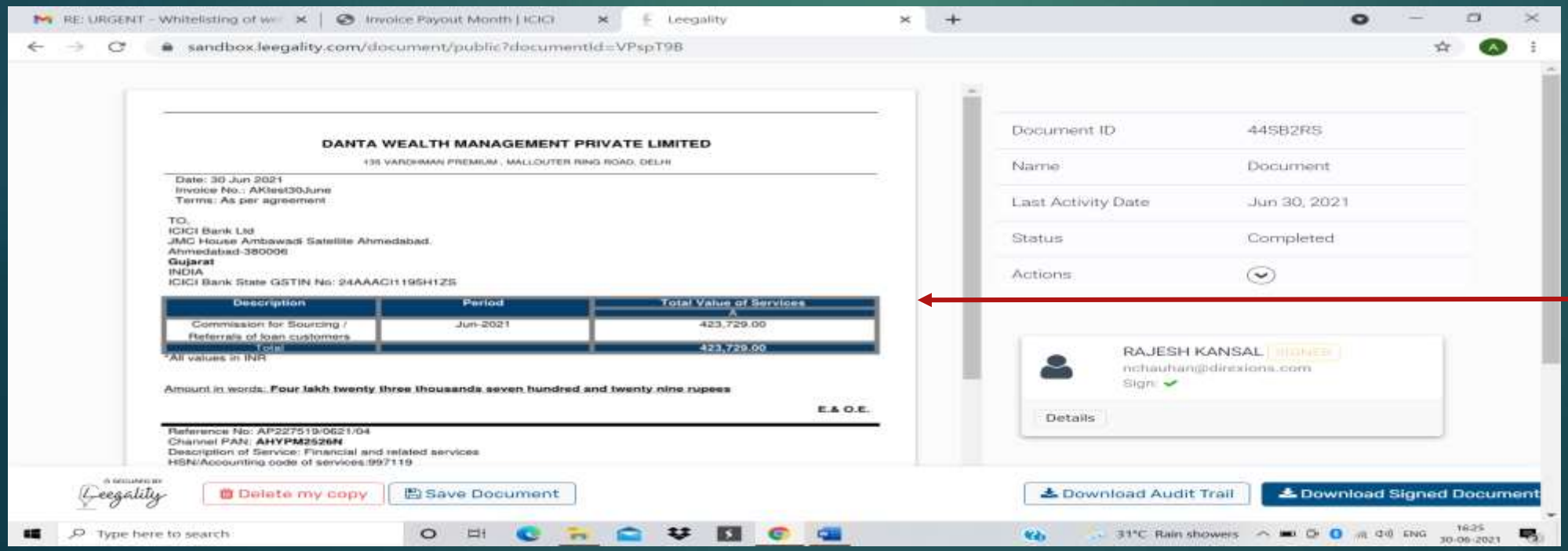
Once OTP is received on linked mobile number, update same OTP in the window given

Click **Verify OTP**





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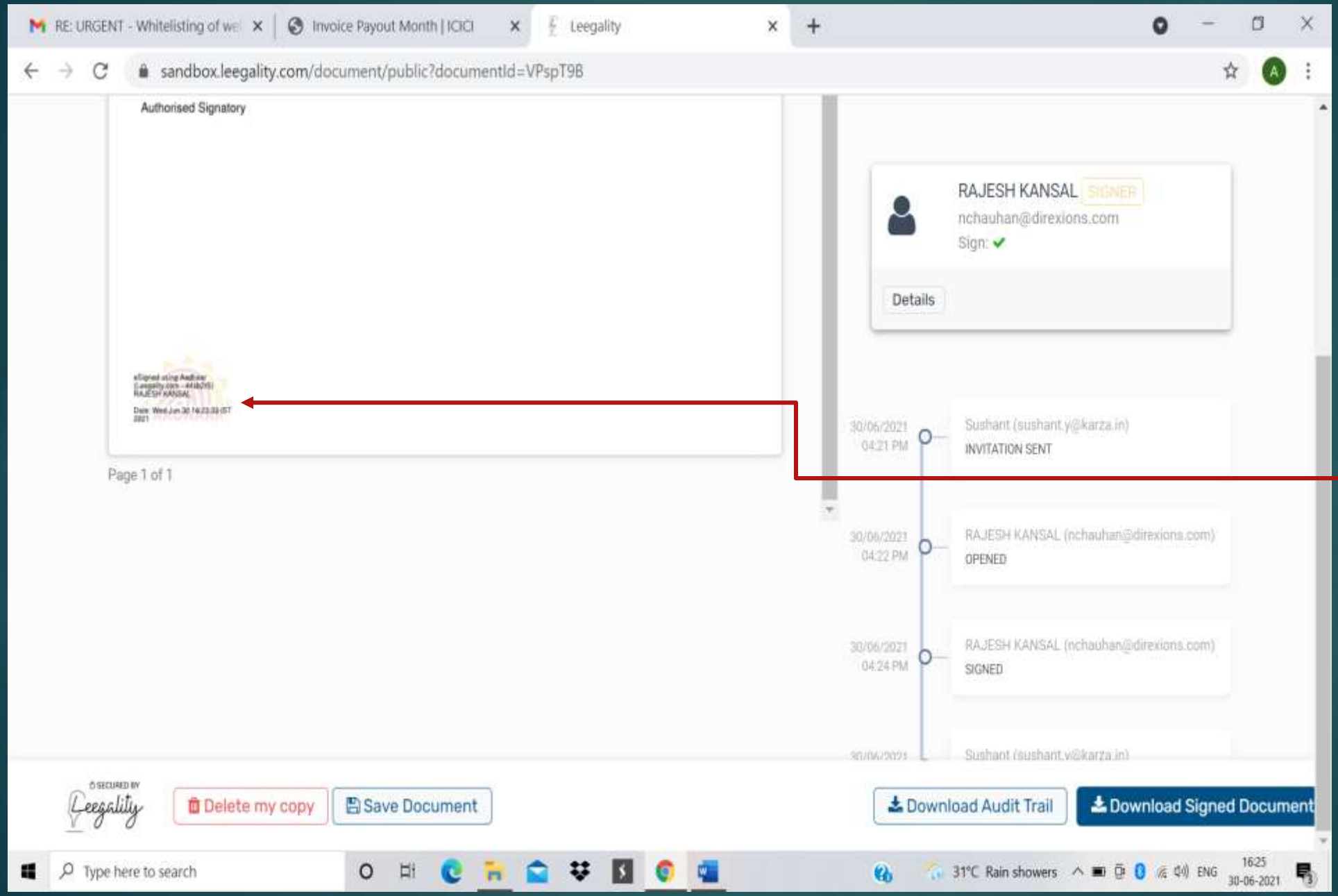
Digitally signed invoice PDF also gets e-mailed to channel



E-sign confirmation with

1. Authorised Signatory Name
2. Date of eSign
3. Time of eSign

is displayed at the Bottom Left corner of Invoice.

Invoice upload journey is complete
Channel to close autoi-invoice module with proper logout

For any assistance related to the invoice upload, please feel free to get in touch with the helpdesk at:

022- 4033 60 50

autoloans@direxions.com

Thank You