

To

All Addl. SEs/Sr.Xens/AOs, **(All Accounting Units)**
Under PSTCL.

Memo. No. 102/147 /CPC/GST-1
Date:- 23-01-19.

Sub:- Information regarding GST for the month of 01/2019 .

It is intimated that GSTR-3B and GSTR-I returns for the month of December 2018 has been filed by this office on the basis of information/data entered by your office on GST online Software (statement attached).

Now the data for the month of January 2019 is required which must be entered in the GST software duly tallied with the trial balance of your offices. It has been come to the notice that the data uploaded by divisions on the GST software do not match with the data entered in their Trial balance so all the offices must ensure that all the transactions for supply of taxable/exempt/Nil rated to/from registered/unregistered person must be reported so that correct information may be uploaded on the GSTIN Portal and U-cheques upto the month of January 2019 tallied with the trial balance must be issued without any delay.

It must be noted that GST online software **will be locked on 5th February and it will not be made available to upload any information/invoices thereafter in any circumstances.** So you are requested to upload the information/invoices well before the time without waiting for the last minute.

Matter may be treated as Most Urgent.

DA/As Above


22/01/2019
Accounts officer/CPC,
PSTCL, Patiala.

Endst. No. 148/190 CPC/GST-I

Date:-: 23-01-19.

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

1. Engineer-in-chief/HIS&D, PSTCL Patiala.
2. Chief Engineer/TS, PSTCL, Patiala.
3. Chief Engineer/P&M, PSTCL, Ludhiana.
4. Chief Engineer/ SLDC, PSTCL, Patiala.
5. Chief Financial Officer, PSTCL, Patiala.
6. Chief Accounts Officer (Finance & Audit), PSTCL, Patiala.
7. All Dy. Chief Engineers/ SEs/Dy. CAOs/DY.FAs/Dy.CAs./Sr.AOs/AOs, PSTCL.

CC: .

Sr. Xen/IT, PSTCL, Patiala for uploading on PSTCL website please.


22/01/2019
Accounts Officer/CPC,
PSTCL, Patiala.

