

General Manager (S & M - CM)

Sales & Marketing - Consumer Mobility
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भारत संचार निगम लिमिटेड
(भारत सरकार का उद्यम)
BHARAT SANCHAR NIGAM LIMITED
(A Government of India Enterprise)



To
All Heads of SSAs,
Chennai, TN circle.

No.GM (S&M-CM) 210/09-10: Franchisee Corr/

28th April 2011

Sub: Payment of Service Tax by BSNL on commission given to Franchisees – Reg.

- Ref: 1. This office letter No.GM(S&M-CM)/210/09-10/Franchisee Corr/31 /31/03/2011**
2. BSNL Corporate office letter No.27-9/2009-&M-CM(KW) (Pt-I) dt. 31.03.2011.
3. Mail dt. 31.03.2011 from Shri Bimal Kr.Naulakha (Jain), National President,
National BSNL Franchisee Association.

The following will be the procedure for generating the invoice for payment of Service Tax for commissions earned by franchisees.

1. In PYRO GUI payment received report option is available.
2. In this option Franchisee wise report can be generated for a given period to find out the amount of stock given, commission/Discount allowed and TDS recovered by AO(sales) of SSAs.
3. The same report can be generated for SIM purchase and Physical coupon purchase from Sancharsoft.
4. With this figure Franchisee has to calculate the amount payable to them as a SERVICE TAX on commission for the Total commission paid (On SIM purchase Physical + coupon purchase + Ctopup stock purchase).
5. Franchisee must prepare **INVOICE** for service Tax on commission by enclosing the details of stock purchased and commission earned and TDS paid for the previous month and submit the same on the 1st working day of every month to BSNL A.O (sales-CM) who in turn will make arrangements for payment by BSNL stock after T DS recovery.

THE FRANCHISEES HAVE TO MAKE PAYMENT OF SERVICE TAX BEFORE 5TH OF EVERY MONTH FOR PREVIOUS MONTH EARNINGS.

C.V.VINOD
GM(S&M-CM),TN circle

Copy to.

1. GM (F)/Sr. G.M. (TR). For information.
2. A.O. CMTS & Circle reconciliation Officer Trichy.
3. All Franchisee's TN Telecom circle.