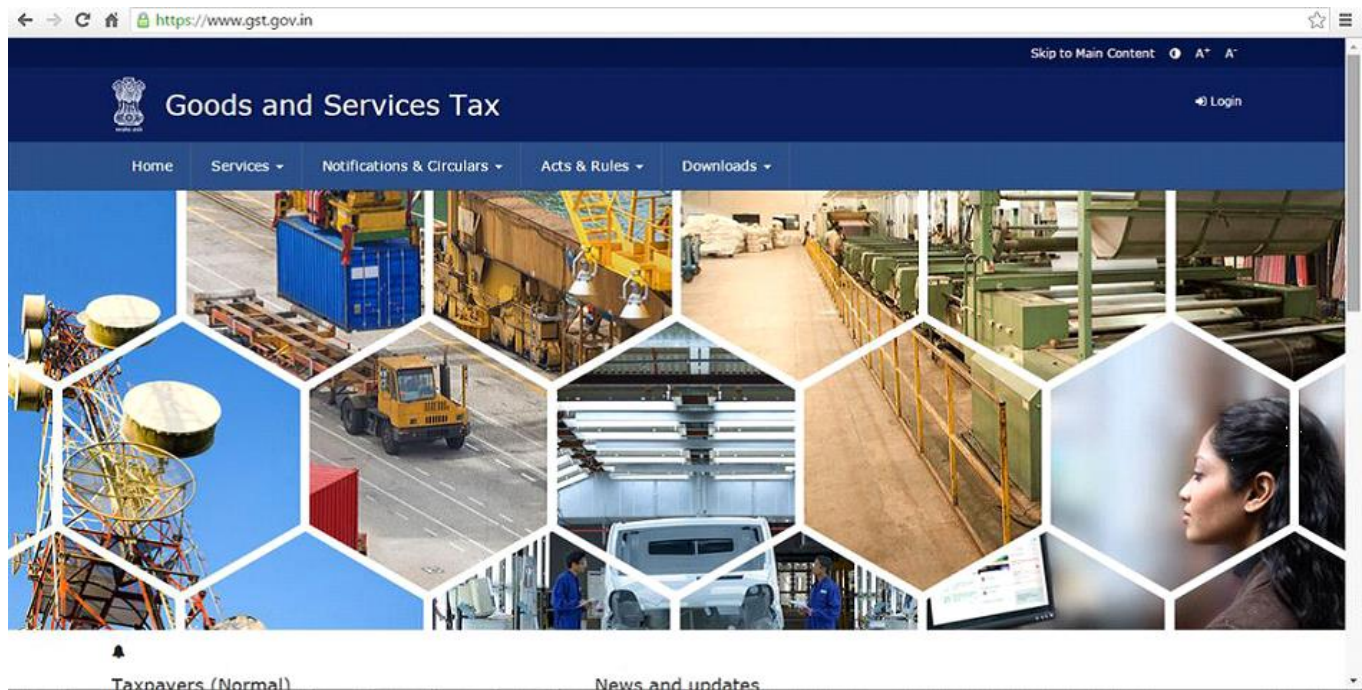


GST Payment User Guide

For generating challan and making GST payment, customer have to initially visit the GSTN portal <https://www.gst.gov.in/>

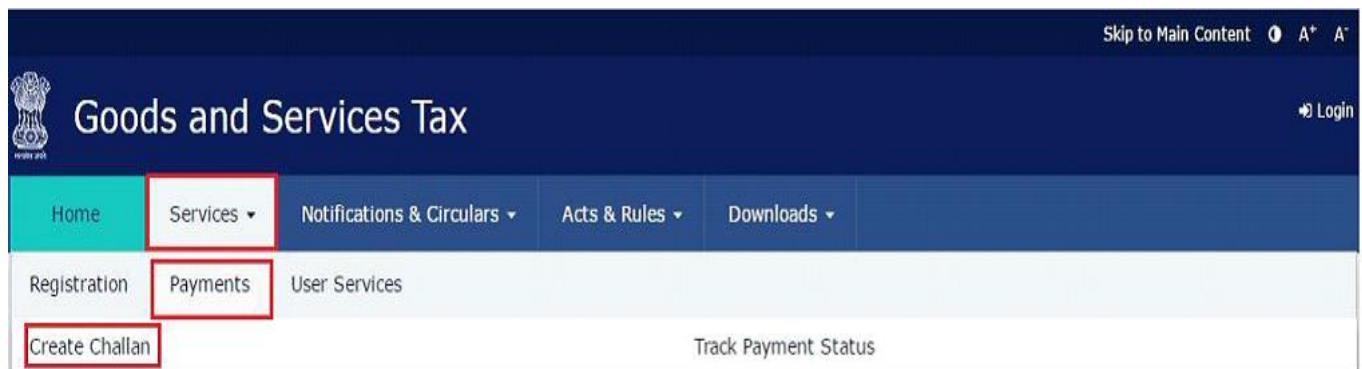


There are two options for making GST payment:

1. Pre-Login - without login to the portal
2. Post-Login

1. Pre-Login Process

i. Click the Services > Payments > Create Challan command



ii. The Create Challan page is displayed. In the GSTIN/UIN/TRPID/TMPID field, enter your GSTIN.

Note:

- In case UN Bodies, Embassies, Government Offices or Other Notified persons wants to create a Challan in pre-login, they need to provide Unique Identification Number (UIN)
- In case Tax Return Preparers wants to create a Challan in pre-login, they need to provide Tax Return Preparer Identification Number (TRPID)
- In case unregistered dealer having temporary ID wants to create a Challan in pre-login, they need to provide Temporary Identification Number (TMPID)

iii. In the Type the characters as displayed below field, enter the captcha text.

iv. Click the PROCEED button.

The screenshot shows the 'Create Challan' form on the Goods and Services Tax portal. The form includes the following fields and elements:

- Header:** Goods and Services Tax, Skip to Main Content, A+ A-, Login
- Navigation:** Home, Services, Notifications & Circulars, Acts & Rules, Downloads
- Breadcrumbs:** Home > Payment > Create Challan
- Form Title:** Create Challan
- Legend:** * indicates mandatory fields
- Field 1:** GSTIN/UIN/TRPID/TMPID* (Mandatory field, input type: text)
- Field 2:** Type the characters as displayed below* (Mandatory field, input type: text)
- Captcha:** A grid of characters (917516) with a refresh button.
- Button:** PROCEED

v. In the Tax Liability Details grid, enter the details of payment to be made. The Total Challan Amount field and Total Challan Amount (In Words) fields are auto-populated with total amount of payment to be made.

The screenshot shows the 'Tax Liability Details' section of the 'Create Challan' form. It includes a table for tax liability details and summary fields.

Details of Taxpayer

| | | |
|-----------------|------------------------|---------------|
| GSTIN | Email Address | Mobile Number |
| 24AAAGJ0234A1ZB | GJ_mst_tp234@gmail.com | 9234567890 |
| Name | Address | |
| GJ TaxPayer 234 | | |

Tax Liability Details

| | Tax (₹) | Interest (₹) | Penalty (₹) | Fees (₹) | Other (₹) | Total (₹) |
|---|---------------------------------|----------------|---------------|------------|-------------|-------------|
| CGST(0004) | 22 | | | | | 22 |
| IGST(0005) | 22 | | | | | 22 |
| CESS(0006) | 22 | | | | | 22 |
| Gujarat GST(0007) | 22 | | | | | 22 |
| Total Challan Amount: | ₹ 88 /- | | | | | |
| Total Challan Amount (In Words): | Rupees Eighty-Eight Only | | | | | |

vi. Select the RTGS/NEFT as the payment mode and select SOUTH INDIAN BANK in the Remitting Bank drop box

Payment Modes*

| |
|--|
| <input type="checkbox"/> E-Payment |
| <input type="checkbox"/> Over The Counter |
| <input checked="" type="checkbox"/> NEFT/RTGS ✔ |

Remitting Bank*

SOUTH INDIAN BANK ✕

SAVE

GENERATE CHALLAN



vii. The OTP Authentication box appears. In the Enter OTP field, enter the OTP sent on registered mobile number of the taxpayer whose GSTIN/UIN/TRPID/TMPID is entered. Click the PROCEED button.

OTP Authentication ✕

Enter OTP

XXXXXX

RESEND

PROCEED

viii. The Challan is generated.

Note: You can also download the GST Challan by clicking the DOWNLOAD button

ix. The Challan will be having CPIN & GST Amount details.

x. Now login to SIBerNet & Pay via GST PAYMENT under TAX CENTRE.

The screenshot shows the South Indian Bank website interface. At the top, there is a navigation bar with the bank's logo and various service links: ACCOUNTS, FUND TRANSFER, PAY BILLS, INVESTMENTS, LOANS, SERVICE REQUEST, TAX CENTRE, and MORE. The 'TAX CENTRE' menu is expanded, showing options like INCOME TAX E-FILING, TAX PAYMENTS, REGISTRATION, and GST PAYMENT. The 'GST PAYMENT' option is highlighted with a red box. Below the navigation bar, there is a breadcrumb trail: Tax Centre: Tax Payments > Tax Deducted At Source > Tax Deducted At Source. The main content area displays 'TAX DEDUCTED AT SOURCE' with dropdown menus for 'Financial Year: Current' and 'Customer ID: All'. A sidebar on the left contains a 'TAX PAYMENTS' menu with an upward arrow.

xi. Select Debit Account number & enter CPIN, GST Amount details from the generated challan.

GST Payment
View Transactions

MAKE GST PAYMENT

Please Enter the CPIN here.

Continue

xii. The transaction will be processed by the Bank after authorising the user password & OTP.

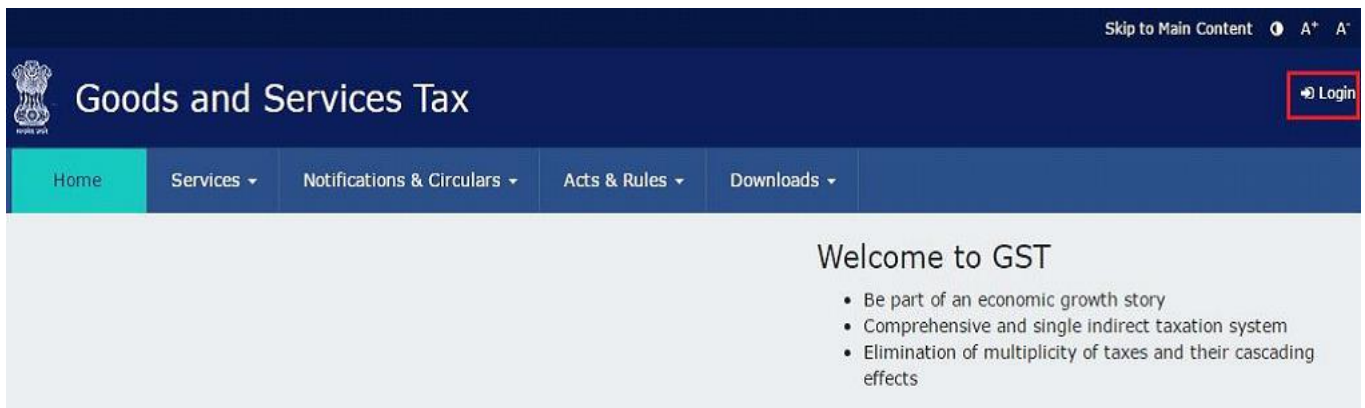
xiii. Once you receive the Unique Transaction Number (UTR) after successful transaction through Net banking, you can link the UTR with the NEFT/RTGS CPIN on the GST Portal. Go to Challan History and click the CPIN link. Enter the UTR and link it with the NEFT/RTGS payment.

xiv. Status of the payment will be updated on the GST Portal after confirmation from the Bank and RBI to GST portal.

xv. The payment will be updated in the Electronic Cash Ledger in respective minor/major heads.

2. Post-Login Process

i. Login to the GST Portal with valid credentials



ii. The Dashboard is displayed. Click the Services > Payments > Create Challan command

Skip to Main Content A+ A-

GJ TaxPayer 234 Ltd

Goods and Services Tax

Dashboard Services Notifications & Circulars Acts & Rules Downloads

Registration Ledgers Returns Payments User Services

Create Challan My Saved Challans

Challan History

| | IGST (₹) | CGST(₹) | SGST (₹) |
|------------------------------------|----------|----------|----------|
| Liability related to Return | 90,000 | 1,15,000 | 1,15,000 |
| Cash | 40,000 | 20,000 | 20,000 |
| Input tax Credit | 70,000 | 80,000 | 80,000 |
| (Net Liability)/Net Credit | 20,000 | (15,000) | (15,000) |
| Liability other than Return | 0 | 0 | 0 |

29APPCK7465F1Z1

[View Profile](#)

[Notices/Orders](#)

[Saved Forms](#)

Received Show cause notice for cancellation of Registration from Commissioner, Bangalore

iii. The Create Challan page is displayed. In the Tax Liability Details grid, enter the details of payment to be made.

Note:

- To know the exact tax liability, you can check the Tax Liability Ledger.
- You can also enter any amount irrespective of your liability which will get updated in your Electronic Cash Ledger which can be utilized later.
- Amount entered under any Minor head (Tax, Interest, Penalty, Fee and Others) and Major Head (CGST, IGST, SGST/UTGST, Cess) can be utilized only for that liability. Cross-utilization among Major and Minor heads are not possible.

The Total Challan Amount field and Total Challan Amount (In words) fields are auto-populated with total amount of payment to be made.

Dashboard > Payment > Create Challan English

Create Challan Saved Challan Challan History

Tax Liability Details

| | Tax (₹) | Interest (₹) | Penalty (₹) | Fees (₹) | Other (₹) | Total (₹) |
|---|--------------------------|--------------|-------------|----------|-----------|-----------|
| CGST(0004) | 22 | | | | | 22 |
| IGST(0005) | 22 | | | | | 22 |
| CESS(0006) | 22 | | | | | 22 |
| Gujarat GST(0007) | 22 | | | | | 22 |
| Total Challan Amount: | ₹ 88 /- | | | | | |
| Total Challan Amount (In Words): | Rupees Eighty-Eight Only | | | | | |

iv. Select the RTGS/NEFT as the payment mode and select SOUTH INDIAN BANK in the Remitting Bank drop box.

Payment Modes*

| |
|---|
| <input type="checkbox"/> E-Payment |
| <input type="checkbox"/> Over The Counter |
| <input checked="" type="checkbox"/> NEFT/RTGS |

Remitting Bank*

SOUTH INDIAN BANK ✕



v. The OTP Authentication box appears. In the Enter OTP field, enter the OTP sent on registered mobile number of the taxpayer whose GSTIN/UIN/TRPID/TMPID is entered. Click the PROCEED button.

OTP Authentication ✕

Enter OTP

XXXXXX

vi. The Challan is generated.

Note: You can also download the GST Challan by clicking the DOWNLOAD button

vii. The Challan will be having CPIN & GST Amount details.

viii. Now login to SIB Net Banking & Pay via GST PAYMENT under TAX CENTRE.

The screenshot shows the South Indian Bank Net Banking interface. The top navigation bar includes 'ACCOUNTS', 'FUND TRANSFER', 'PAY BILLS', 'INVESTMENTS', 'LOANS', 'SERVICE REQUEST', 'TAX CENTRE', and 'MORE'. The 'TAX CENTRE' menu is expanded, showing options like 'INCOME TAX E-FILING', 'TAX PAYMENTS', 'REGISTRATION', 'VIEW ALL REQUESTS', and 'GST PAYMENT'. The 'GST PAYMENT' option is highlighted with a red box. The main content area shows 'TAX DEDUCTED AT SOURCE' with dropdown menus for 'Financial Year: Current' and 'Customer ID: All'.

ix. Select Debit Account number & enter CPIN, GST Amount details from the generated challan.

| | |
|-------------|-------------------|
| GST Payment | View Transactions |
|-------------|-------------------|

MAKE GST PAYMENT

My Debit A/c
Select Account Number

Credit Account Number(CPIN) Please Enter the CPIN here.

Amount

Remarks
GST PAYMENT

IFSC
RBISOGSTPMT

Network
NEFT

Continue

- x. The transaction will be processed by the Bank after authorising the user password & OTP.
- xi. Once you receive the Unique Transaction Number (UTR) after successful transaction through Net banking, you can link the UTR with the NEFT/RTGS CPIN on the GST Portal. Go to Challan History and click the CPIN link. Enter the UTR and link it with the NEFT/RTGS payment.
- xii. Status of the payment will be updated on the GST Portal after confirmation from the Bank and RBI to the GST portal
- xiii. The payment will be updated in the Electronic Cash Ledger in respective minor/major heads

For jointly operated corporate accounts having maker-checker model, following option is suggested:

- Add the GST payment as a new Payee/Beneficiary with CPIN for account number & IFSC as "RBISOGSTPMT"

(There will not be any cooling period for Payee/Beneficiary added for GST payment. Users can immediately make GST Payment after adding Payee/Beneficiary with maker checker rule wherever applicable.)

- Make NEFT/RTGS payment to the registered payee with Remark as "GST PAYMENT" using 'External fund transfer' option provided under 'Fund Transfer' menu.
- Once you receive the Unique Transaction Number (UTR) after successful transaction through Net Banking, you can link the UTR with the NEFT/RTGS CPIN on the GST Portal. Go to Challan History and click the CPIN link. Enter the UTR and link it with the NEFT/RTGS payment.
- Status of the payment will be updated on the GST Portal after confirmation from the Bank and RBI to the GST portal.

Kindly Note:

All retail and corporate customers are assigned with additional daily fund transfer limit of Rs 25 Lakhs exclusively for GST Payments. This additional limit can be used only for GST payments.