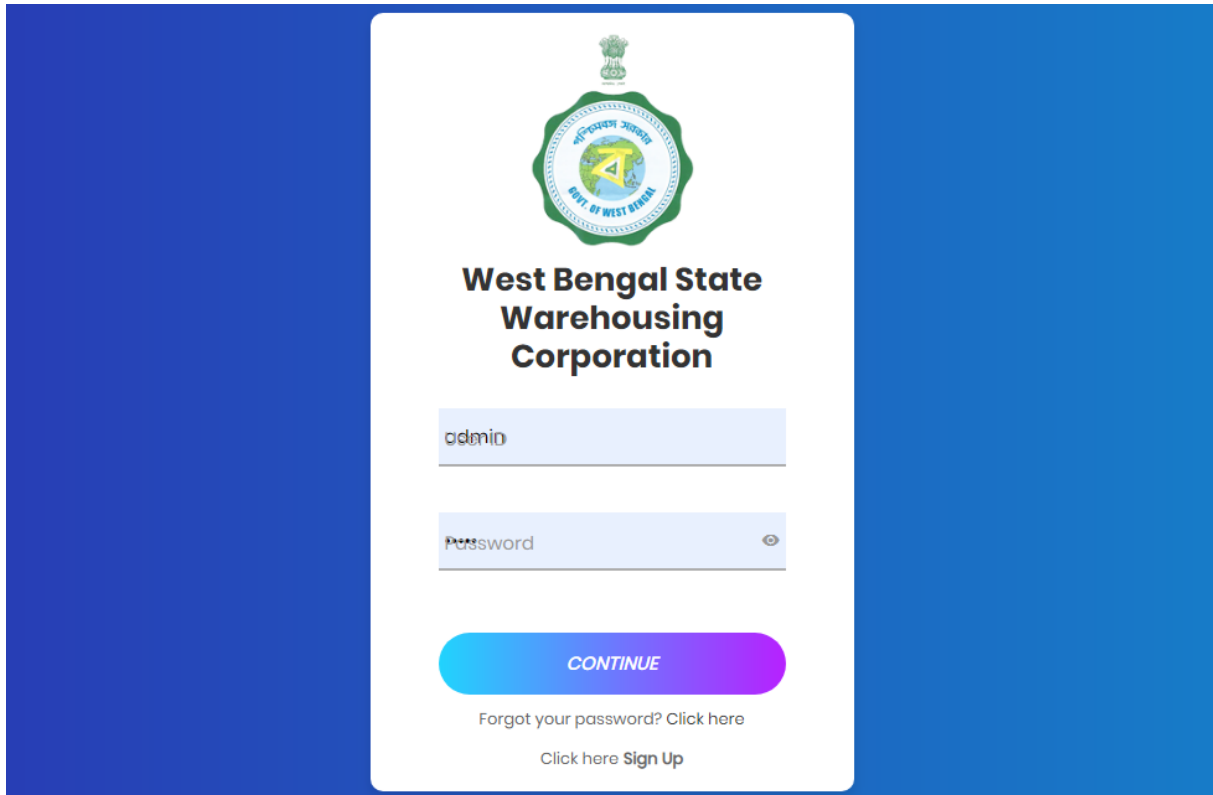



ACCOUNTS USER MANUAL

VERSION 1.1

LOGIN SCREEN :

Login using User ID and Password.





**West Bengal State
Warehousing
Corporation**

[CONTINUE](#)

[Forgot your password? Click here](#)

[Click here Sign Up](#)

DASHBOARD :

After login it will open Unpaid Invoices by default with the left panel menu.

West Bengal Warehousing Corporation
(A Statutory Corporation)

WBSWC State Warehouse Corporation
Mr. Dhananjay Kumar

Unpaid Invoices

Application and Process

Transactions

Import Tally Invoices

Reports

Paid Invoices
Paid List for Tally
Unpaid Invoices

+ Filters 6 To XL Receive Payment 1-6 of 6

Warehouse	Godown No	Depositer Name	Invoice No.	Invoice Date	Invoice Period From	Invoice Period To	Invoice Amount(Rs.)	Storage Charges(Rs.)	Advelorem Surcharges(Rs.)	SGST(Rs.)	CGST(Rs.)	Warehous Charges
Balughat Warehouse		Balaji Traders	BALUGH/19-20/006	02/05/2019			3,000.00	0.00	0.00	0.00	0.00	0.00
Balughat Warehouse		PS, Electric & Company	BALUGH/19-20/008	02/05/2019	01/05/2019	02/05/2019	47,200.00	40,000.00	0.00	3,600.00	3,600.00	0.00
Alipurduar Warehouse		PS, Electric & Company	ALPD/19-20/014	01/05/2019	01/05/2019	02/05/2019	4,720.00	4,000.00	0.00	360.00	360.00	0.00
Alipurduar Warehouse		Prantik Publisher & Book Seller	ALPD/19-20/010	01/05/2019	01/05/2019	02/05/2019	5,900.00	3,000.00	2,000.00	450.00	450.00	0.00
Balughat Warehouse		Prantik Publisher & Book Seller	BALUGH/19-20/004	02/05/2019	01/05/2019	02/05/2019	7,080.00	6,000.00	0.00	540.00	540.00	0.00

Click to import tally invoices into portal

Import Tally Invoices :

Tally will give the file in latest (.xlsx) format. To import tally invoices the file need to save as 97-2003 (.xls) format.

Import Tally Invoices

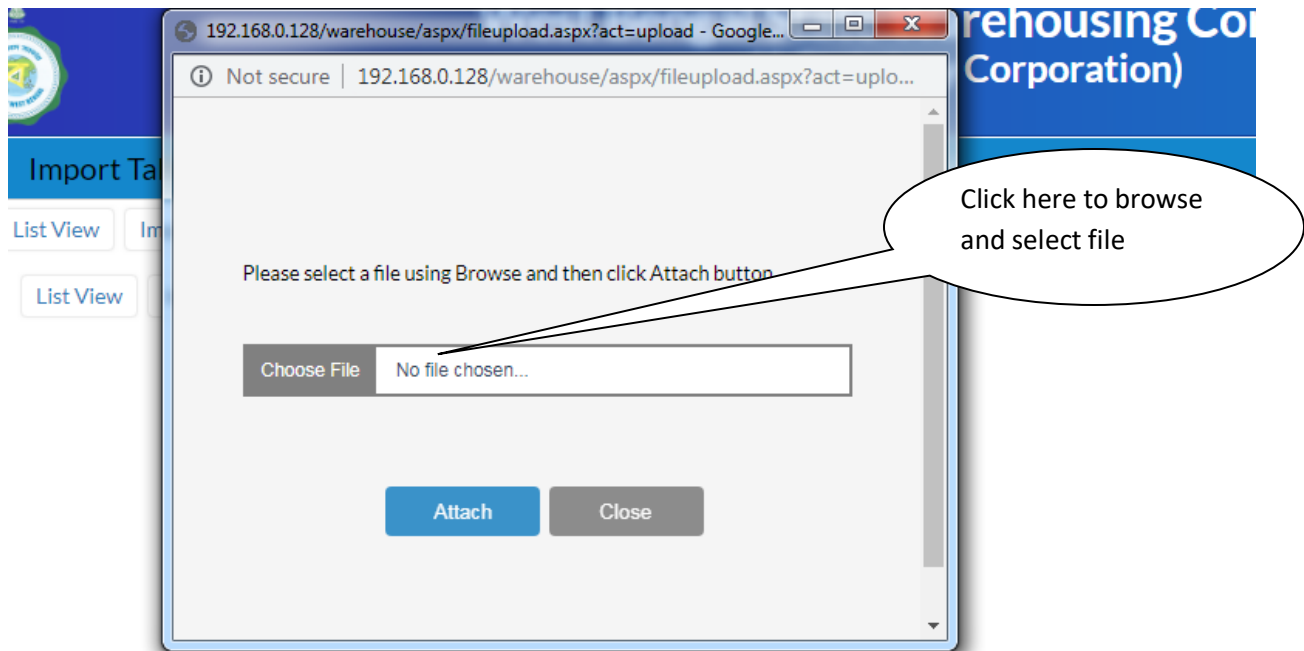
List View Import Tally Invoice

List View Import Tally Invoice

APPLICATION AND PROCESS

Click here to import

One popup will open to browse the file where you need to select 97-2003(.xls) format file.

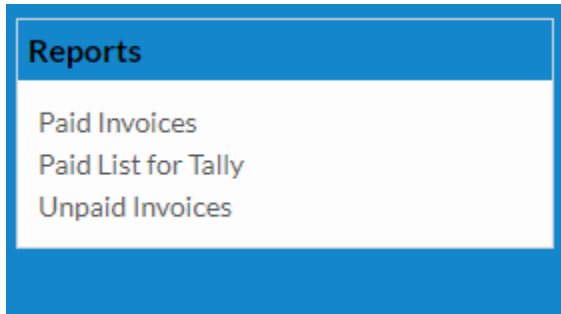


After selecting the file click on "Attach" button and once the file attached click on "Close" button. After clicking Close button the data will be imported into system. Need to remember 2 things on this point :

1. Depositor User ID need to match with portal and tally. No special character or space allowed
2. Warehouse name also should match with portal and tally. No special character or space allowed

Otherwise import will fail.

Reports Menu



Paid Invoices :

It will display all the paid invoices

TDS Uploaded by depositor

SL#	Payment Date	Bank Reference No	Payment Receipt No	Invoice#	Invoice Date	Invoice Amount(Rs.)	Bank Charges(Rs.)	Total Amount(Rs.)	TDS(Rs.)	Payment Mode	Paid Amount(Rs.)	Warehouse	Payment Status	TDS Certificate	TDS Details	Receipt
1	30/05/2019 18:08:42	700201915090038801	WBSWC/S-BEL/007/19-20	BEL/19-20/017	02/05/2019	10,620.00	0.00	10,620.00	10,619.00	BillDesk	1.00	Bellaghata Warehouse	Payment Successful	Pending Approval	View	Download Receipt

Paid List for Tally :

This list will generate all the paid list which can be imported to tally. This list is coming according to Tally Format.

Voucher Number	Cr. Ledger Account	Name Of Cost Center Party	Amount	Bill Reference Number	Bill Amount	Dr. Ledger Account Bank	Name Of Cost Center Bank	Amount	Name Of Cost Center TDS Ledger Name	Name Of Cost Center TDS	Amount	Naration	Voucher Type name	Bill Date	Transaction Type
WBSWC/S-BEL/007/19-20	Vivo Communication Device Pvt.Ltd.	BELIAGHATA(05)	10620	BEL/19-20/017	10620	HEAD OFFICE(01)	BELIAGHATA(05)	1	Vivo Commercial TDS	BELIAGHATA(05)	10619	Online Payment Received	Online Receipt	30/05/2019	e-Fund Transfer

Filtering Options :

To download the list click on "To XL" after

Paid List for Tally

Filters 7 To XL PDF 1-1 of 1

Receipt# ALL Date From 30/05/2016 Date To 30/05/2019
 Warehouse ALL Bank Ref# ALL Invoice# ALL
 Depositor ALL

Search Clear

Voucher Number	Cr. Ledger Account	Name Of Cost Center Party	Amount	Bill Reference Number	Bill Amount	Dr. Ledger Account Bank	Name Of Cost Center Bank	Amount	Name Of Cost Center TDS Ledger Name	Name Of Cost Center TDS	Amount	Naration	Voucher Type name	Bill Date	Transaction Type
WBSWC/S-BEL/007/19-20	Vivo Communication Device Pvt.Ltd.	BELIAGHATA(05)	10620	BEL/19-20/017	10620	HEAD OFFICE(01)	BELIAGHATA(05)	1	Vivo Commercial TDS	BELIAGHATA(05)	10619	Online Payment Received	Online Receipt	30/05/2019	e-Fund Transfer

Need to generate the list according to "Date From" and "Date To" to avoid the duplicate import for tally. These filtering options can be used for searching paid record in database. On all listing these filtering options can be used for same purpose.

Once clicked on "To XL" it will download on following format :

Microsoft Excel interface showing the downloaded data for West Bengal State Warehousing Corporation.

West Bengal State Warehousing Corporation

Paid List for Tally Date : 30/05/2019

Receipt#-ALL
 Date From-30/05/2016
 Date To-30/05/2019
 Warehouse-ALL
 Bank Ref#-ALL
 Invoice#-ALL
 Depositor-ALL

Voucher Number	Cr. Ledger Account	Name Of Cost Center Party	Amount	Bill Reference Number	Bill Amount	Dr. Ledger Account Bank	Name Of Cost Center Bank	Amount	
WBSWC/S-BEL/007/19-20	Vivo Communication Device Pvt.Ltd.	BELIAGHATA(05)	10620	BEL/19-20/017	10620	HEAD OFFICE(01)	BELIAGHATA(05)	1	Vivo

need to copy only the rows

Voucher Number	Cr. Ledger Account	Name Of Cost Center Party	Amount	Bill Reference Number	Bill Amount	Dr. Ledger Account Bank	Name Of Cost Center Bank	Amount	N
WBSWC/S-BEL/007/19-20	Vivo Communication Device Pvt.Ltd.	BELIAGHATA(05)	10620	BEL/19-20/017	10620	HEAD OFFICE(01)	BELIAGHATA(05)	1	Vivo

Then Paste it into a new excel file :

Voucher Number	Cr. Ledger	Name Of Cost	Amount	Bill Referen	Bill Amount	Dr. Ledger	Name Of Cost	Amount	Name Of Cost	Name Of Cost	Amount	Naratio n	Voucher Type	Bill Date	Transact ion Type	Bank Name	Cheque No/Instr	Instrum ent Date
BEL/007/1	Communic A(05)	10620	20/017	10620	OFFICE(01	A(05)	1	Commerci	A(05)	10619	Payment	Receipt	#####	Transfer	BillDesk	50900380	#####	

Save this excel file as 'talypaid.xlsx' -> after that the import process of tally will be given by Tally people only.

Unpaid Invoices

It will list all the unpaid invoices for all the warehouses and depositors as well.

sno	Invoice No	Invoice Date	Depositor Name	Depositor ID	Warehouse	Invoice Amount (Rs.)	Status
1	ALPD/19-20/003	1-Jun-2019	Prantik Publlsher & Book Seller	prantikpbssldswc	Allpurduar Warehouse	5900	Imported
2	ALPD/19-20/004	1-Jun-2019	Vivo Communication Device Pvt.Ltd.	vivocdplbelswc	Allpurduar Warehouse	47200	Imported