GST RETURNS

T/s & E/s

GSTR 1 FURNISHING DETAILS OF OUTWARD SUPPLIES [SECTION 37]

A. Person Liable to furnish details of outward supply

Every registered person including casual registered person except the following: CIN-TOT / CIN-OTT

- I • input service distributor (ISD)
- N • non-resident taxable person
- C • person paying tax under composition scheme
- T • person deducting tax at source
- T • person collecting tax at source i.e., e-commerce operator (ECO)
- O • a supplier of online information and database access or retrieval services (OIDAR)

B. Due Date

Monthly → 11 of Next Month
QRMP → 13 of Month succeeding Qt
Q1 ⇒ 13/7
Q2 = 13/10
Q3 = 13/1

GSTR-1 of a month can be filed any time between 1st and 11th day of the succeeding month.

However, The registered persons having aggregate turnover of up to 5 crore rupees in the preceding financial year or the current financial year and opted QRMP Scheme shall be liable to file GSTR-1 for every quarter till the 13th day of the month succeeding such tax period. (Qt)

C. Kind of details of outward supplies

i. **Invoice-wise Details:**
   a) B2B Supplies
   b) inter-State supplies made to unregistered persons with Invoice value exceeding `1,00,000

ii. **Consolidated Details**
   a) Intra-State supplies made to unregistered persons for each rate of tax
   b) Inter-State supplies made to unregistered persons with Invoice value up to `1,00,000 for each rate of tax separately for each State

iii. **Debit and Credit Notes** - Issued during the month for invoices issued previously

Note:

- Invoices can be uploaded any time during the tax period and not just at the time of filing of GSTR-1.

Invoice → Detail → upload to R1
→ Scanned copy

GSTR1 — B2B — always Invoice-wise
GSTR1 — B2C — Intra — consolid.
B2C — Inter — Inv. Value — ≤ 1L = Cons.
Inv. Value — > 1L = Inv.

- Invoices can be modified/deleted any number of times till the submission of GSTR-1 of a tax period. The uploaded invoice details are in a draft version till the GSTR-1 is submitted and can be changed irrespective of the due date.

D. How are the details of outward supply furnished in prior periods amended?
Under GST there is no option of revise return as available under Income Tax Law. However, any error, mistake or omission made in furnishing the details of invoices in GSTR 1 of earlier tax period can be rectify in the return to be furnished in the tax period in which such error, mistake or omission is noticed. If any tax is payable due to such rectification, then such tax shall be paid along with interest u/s 50.

E. Communication of details of GSTR-1 to the recipient of supply
The details of outward supplies for a month furnished by the supplier are communicated and made available electronically (auto populated) to the respective recipient(s) in Part A of Form GSTR- 2A/Form GSTR-4A (in case of registered person opting for composition levy through the common portal after the 10th day of the succeeding month (due date of filing of GSTR-1).

F. Rectification of errors
If the supplier discovers any error or omission, he shall rectify the same in the tax period during which such error or omission is noticed, However, the maximum time limit within which such amendments or rectification are permissible is earlier of the following dates:

a) Upto 30/11 of next FY
b) Date of filing of the relevant annual return.

Feb= O/W supply = 0.

G. Other Points

a) GSTR-1 needs to be filed even if there is no business activity (Nil Return) in the tax period.
b) A Nil GSTR-1 can be filed through an SMS using the registered mobile number of the taxpayer. GSTR-1 submitted through SMS is verified by registered mobile number-based OTP facility.
c) Taxpayers opting for voluntary cancellation of GSTIN have to file GSTR-1 for an active period.
d) In cases where a taxpayer has been converted from a normal taxpayer to composition taxpayer, GSTR-1 will be available for filing only for the period during which the taxpayer was registered as a normal taxpayer. The GSTR-1 for the said

23-24 N/S
24-25 C/S opt.
M'24
→ R1 → upto 11/4/24

Jan – R-1 x.
Feb – R1 block

period, even if filed with delay, would accept invoices for the period prior to conversion.

JAN. R1 file → ITC → 2B → rec
R3B file → x
Feb R1 block

→ QRMP.

H. Blocking Of GSTR-1 & IFF Filling

1. In case of persons who have not opted for QRMP scheme: Such registered person has not furnished GSTR-3B of preceding month.
2. In case of persons who have opted for QRMP scheme: Such registered person has not furnished GSTR-3B for preceding quarter.
3. If the details of outward supplies for any of the previous tax periods has not been furnished by him through filing of GSTR-1.
4. Has neither deposited the amount specified in the intimation issued u/r 88C(1) nor has furnished a reply explaining the reasons for any amount remaining unpaid
5. Has neither paid the amount equals to the excess ITC as specified in the intimation issued u/r 88D(1) nor has furnished a reply explaining the reasons for any amount remaining unpaid
6. He has not furnished the bank account details as per the provisions of Rule 10A.
7. The registered person shall not be allowed to furnish GSTR-1 for the tax period after the expiry of a period of 3 years from the due date of furnishing the such statement.

Rule 88C- Manner of dealing with the difference in liability reported in FORM GSTR-1 and that reported in FORM GSTR – 3B

- When there is a discrepancy between the tax liability declared in GSTR-1 (outward supplies) and GSTR-3B (summary return), the taxpayer is intimated by the proper officer.
- The taxpayer has 7 days to either pay the differential tax liability along with interest or explain the discrepancy to the satisfaction of the proper officer.
- If the taxpayer fails to deposit the amount or respond within the prescribed time or the officer is not satisfied with the explanation then amount shall be recoverable as per the provisions of section 79.

Rule 88D - Manner of dealing with the difference in ITC available in FORM GSTR-2B and that availed in FORM GSTR – 3B

- When there is a discrepancy between the ITC availed in GSTR-2B and GSTR-3B (summary return), the taxpayer is intimated by the proper officer.
- The taxpayer has 7 days to either pay the excess ITC availed along with interest or explain the discrepancy to the satisfaction of the proper officer.

GSTR-1 file → 2B.

- If the taxpayer fails to deposit the amount or respond within the prescribed time or the officer is not satisfied with the explanation then amount shall be demanded as per the provisions of section 73/74.

GSTR 1A → To Amend R-1 In Current Tax Period.

1. This form allows taxpayers to make changes, corrections, and amendments to the data filled in GSTR-1 for the same month before filing GSTR-3B of that month or quarter.
2. It can be filed electronically through the common portal, either directly or through a Facilitation Centre as may be notified by the Commissioner.
3. The corresponding effect of the changes made through Form GSTR1A on the liability of the taxpayer shall be reflected in Form GSTR3B for the same tax period.
4. At the recipient's end, the ITC for the supplies declared or amended by the suppliers through Form GSTR-1A will be available to the recipient in Form GSTR-2B generated for the next tax period.
5. There is no late fee for GSTR-1A as it is optional to file
6. The form is available after the due date or actual filing date of GSTR-1 until the corresponding ~~GSTR-3B is filed~~.
7. Changes to the recipient's GSTIN cannot be made in GSTR-1A

Example 1: If a supplier files invoice INV1 in GSTR-1 on February 8th but misses INV2 and files it in GSTR-1A on February 15th, INV1 appears in the recipient's GSTR-2B for January (available February 14th), while INV2 appears in the GSTR-2B for February (available March 14th).

Example 2: If a supplier files invoice INV3 in GSTR-1 on February 15th but files INV4 in GSTR-1A on February 16th, both INV3 and INV4 appear in the recipient's GSTR-2B for February (available March 14th).

Furnishing details of inward supplies [Section 38]

2B Auto-generated statement

- Details of inward supplies in respect of which **ITC may be available** to the recipient **(A)**
- Details of supplies in respect of which such **ITC cannot be availed**, whether wholly or partly, by the recipient, on account of the details of the said supplies being furnished by a registered supplier (B)
  - who is a new registrant. (Specified period from taking registration will be prescribed for this purpose.)
  - who has defaulted in payment of tax for a prescribed period.
  - whose output tax payable as per GSTR-1/IFF exceeds the output tax paid in GSTR-3B for a particular tax period by prescribed limit.
  - who has availed ITC of an amount that exceeds the credit that can be availed by him as per GSTR-2B during prescribed period and by prescribed limit.
  - who has defaulted in discharging his tax liability in accordance with the provisions of section 49(12) read with rule 86B, i.e. who has discharged more tax liability from electronic credit ledger than prescribed under rule 86B.
  - other specified classes of persons

- **Form GSTR-2A – is a system generated read only statement of inward supplies for a recipient. This statement is updated on a real time basis. The details become available to the recipient for view/ download and are updated incrementally as and when supplier(s) upload or change details in their respective form of return/statement, for the given tax period. Details of outward supplies furnished by the supplier in Form GSTR-1 or using the IFF are made available electronically to the concerned registered persons (recipients) in Form GSTR-2A.**
- **Form GSTR-2B – an auto-drafted read only statement containing the details of eligible ITC – is made available to the registered person (recipient) for every month. It is a static statement and is available only once a month.**

- It consists of – the details of outward supplies furnished by the suppliers in Form GSTR1, other than a supplier who has opted for QRMP scheme, between the day immediately after the due date of furnishing of Form GSTR-1 for the previous month to the due date of furnishing of Form GSTR-1 for the month
- In case of monthly Form GSTR-1, the cut-off date is 00:00 hours on 12th of the relevant month to 23:59 hours, on 11th of the succeeding month. Whereas for quarterly Form GSTR-1/IFF the cut-off date is 00:00 hours on 14th day of relevant month to 23:59 hours, on 13th day of succeeding month.

FURNISHING OF RETURNS UNDER [SECTION 39]

A. GSTR-3B

- GSTR-3B is a simple return containing summary of outward supplies, inward supplies liable to reverse charge, eligible ITC, payment of tax etc. Thus, GSTR3B does not require invoice-wise data of outward supplies.
- GSTR-3B can be submitted electronically through the common portal, either directly or through
- a Facilitation Centre notified by the Commissioner. Further, a Nil GSTR-3B can be filed through
- an SMS using the registered mobile number of the taxpayer.
- GSTR-3B can be filed monthly or quarterly.
- GSTR 3B Blocked:
  - ✓ A registered person shall not be allowed to furnish return in Form GSTR-3B for the current tax period, if he has not furnished the details of outward supplies in Form GSTR-1 or return in Form GSTR-3B for any of the previous tax periods.
  - ✓ The registered person shall not be allowed to furnish GSTR-3B for the tax period after the expiry of a period of 3 years from the due date of furnishing the such statement.
- Due Date
  - ✓ Monthly GSTR-3B - on or before 20th of the month succeeding the month for which return is furnished.
  - ✓ Quarterly GSTR-3B - on or before 22nd or 24th of the month succeeding the quarter for which return is furnished in case of a taxpayer opting for QRMP scheme.

B. Composition Supplier

- Every registered person paying tax under section 10 i.e. composition supplier are required to file an annual return in FORM GSTR-4

- The persons required to file GSTR-4 are also required to furnish a statement in the FORM GST CMP-08 containing details of payment of self assessed tax, for every quarter (or part of the quarter), by 18th day of the month succeeding such quarter.
- GSTR-4 for a financial year should be furnished by 30th June of the succeeding financial year.
- Consolidated details of outward supplies
  - ✓ Composition taxpayers are neither entitled for any ITC nor entitled to pass on any input tax credit to its customers (registered/unregistered). Therefore, composition taxpayers are required to provide consolidated details of outward supplies in GSTR-4 and not invoice-wise details.
  - ✓ However, details of inter-State and intra-State inward supplies received from registered and unregistered persons are to be provided invoice wise.
- If a registered person opts to pay tax under composition scheme from the beginning of a financial year, he will, where required, furnish statements/return relating to the period prior to paying tax under composition scheme till earlier of:
  a) Upto 30/11 of next FY
  b) Date of filing of the relevant annual return.
- A registered person opting to withdraw from the composition scheme at his own motion or where option is withdrawn at the instance of the proper officer will, where required, furnish

8. GST CMP-08 relating to the period prior to his exiting from composition scheme till 18th of the month succeeding the quarter in which the date of withdrawal/cessation falls
9. GSTR-4 relating to the period prior to his exiting from composition scheme 30th ~~April~~ June following the end of the financial year during which such withdrawal/cessation falls

- A Nil GST CMP-08 can be filed through an SMS using the registered mobile number of the taxpayer. A Nil GST CMP-08 submitted through SMS is verified by registered mobile number-based OTP facility.

C. GSTR-5 - Return for Non-Resident Taxable Persons

- NRTP has to file simplified monthly return for every calendar month or part thereof. The details of outward supplies and inward supplies of an NRTP are incorporated in GSTR-5.
- GSTR-5 should be furnished within 13 days after the end of the calendar month or within 7 days after the last day of validity period of the registration, whichever is earlier
- An NRTP should pay the tax, interest, penalty, fees or any other amount payable till the last date of filing GSTR-5.

D. GSTR-7 - Return for tax deducted at source [Section 39(3) read with rule 66]

Normally, whenever taxable goods or services or both are supplied to a Central/ State Government's Department/ establishment or, local authority, or Governmental agencies, recipient is required to deduct tax at source under section 51 where the total value of such supply exceeds ` 2,50,000.

a) The Deductor must submit a monthly return using Form GSTR-7.
b) The details for GSTR-7 must be provided by the 10th of the month following the calendar month in which tax was deducted at source.
c) It is mandatory to File GSTR-7 i.e. even if no tax is deducted during the month then also person registered u/s 51 have to file NIL return.
d) Details of TDS furnished by the Deductor in GSTR-7 shall be available to each deductee on the common portal. The deducted amount can be utilized by the supplier as credit in their electronic cash ledger, for tax ~~payment~~ or other liabilities.
e) The Deductor is required to issue a TDS certificate in Form GSTR-7A to the deductee within 5 days of crediting the amount to the Government.

E. GSTR – 8 - Statement for tax collection at source (ECO collecting Tax u/s 52)

a) An ECO liable to collect tax at source shall furnish a monthly statement in Form GSTR-8. Form GSTR-8 contains the details of supplies of goods or services or both effected through ECO, including the supplies of goods or services or both returned through it and the amount of tax collected at source.
b) Due Date - upto 10th of the month succeeding the calendar month in which tax has been collected at source
c) These details shall be available to each supplier who supplied goods and/or services through the ECO on the common portal. TCS amount shall be credited to Electronic Cash Ledger of supplier.
d) If after submission of GSTR-8, the ECO discovers any discrepancy therein on his own - not being the result of any scrutiny, audit, inspection or enforcement proceedings - he should rectify such discrepancy. Rectification is allowed up to earlier of:
    i. 30th November following the end of the financial year
    ii. the actual date of filing of the relevant annual statement [GSTR-9B]
e) Registered Person shall not be allowed to furnishstatement (GSTR-8) after the expiry of a period of 3 years from the due date of furnishing the said return or statement.

M/s → 3B D/D, Tax D/D } 20 of Next Month.

C/s → Qt Tax— CMP-08 → 18 of Month
Ru - 3016.

Due Date for Payment of Tax [Section 39(7)]

1. Due dates for payment of tax in respect of the persons required to file GSTR 3B and GSTR-5 are linked with the due dates for filing of such returns. However, due dates for payment of tax in respect of the persons required to file quarterly GSTR-3B under QRMP Scheme is delinked.
2. Persons paying tax under composition scheme u/s 10 & 10(2A) the due date for payment of tax and filing of GSTR-4 is delinked. They are required to pay tax quarterly by 18th of the month succeeding such a quarter.
3. NRTPs or casual taxable persons are required to make advance deposit of an amount equivalent to their estimated tax liability for the period for which registration is sought or extension of registration is sought in terms of section 27(2).

Rectification of Errors/Omissions [Section 39(9)]

- Omission or incorrect particulars discovered in the returns filed u/s 39 can be rectified in the return to be filed for the tax period during which such omission or incorrect particulars are noticed. Any tax payable as a result of such error or omission will be required to be paid along with interest.
  However, rectification is not allowed where error or omission is discovered on account of scrutiny, audit, inspection or enforcement activities by tax authorities.
- Time limit for rectification of error or omission in GSTR
  (a) 30th November of the succeeding Financial year or
  (b) Actual Date of filing of annual return of the relevant FY, whichever is earlier.

First Return [Section 40]

1. When a person becomes liable to registration, he may apply for registration within 30 days of becoming liable. Thus, there might be a time lag between a person becoming liable to registration and grant of registration certificate.
2. During the pendency of registration, such person might have made the outward supplies, i.e. after becoming liable to registration but before grant of the certificate of registration.
3. Section 40 provides that registered person shall declare his outward supplies made during said period in the first return furnished by him after grant of registration.

Annual Return [Section 44 read with rule 80 of the CGST Rules]

1. **Who is Required to Furnish Annual Return**
   All registered persons are required to file an annual return. However, following persons are not required to file the annual return:

CIN-TOT

a) Casual taxable persons.
b) Non-resident taxable person
c) Input service distributors and
d) Persons authorised to deduct/collect tax at source under section 51/52
e) Person supplying OIDAR services from a place outside India to a person in India.

2. Due Date
The annual return for a financial year needs to be filed by 31st December of the next financial year.

3. Form for Annual Return
- Regular Supplier – GSTR 9
- Composition supplier – GSTR 9A
- ECO required to collect tax at source – GSTR-9B (yet to be notified)

4. Self-certified reconciliation statement
   - Self-certified reconciliation statement will reconcile the value of supplies declared in the return furnished for the financial year with the audited annual financial statement.
   - All registered persons are required to file furnish a self certified reconciliation statement in Form GSTR-9C alongwith annual return if their aggregate turnover during a financial year exceeds `5 crores. Except
     (a) Casual taxable persons
     (b) Non-resident taxable person
     (c) Input service distributors
     (d) Persons authorized to deduct/collect tax at source under section 51/52
   - The department of the Central/State Government or a local authority, whose books of account are subject to audit by CAG are exempt furnishing an annual return including self-certified reconciliation statement.

5. Registered Person shall not be allowed to furnish annual return after the expiry of a period of 3 years from the due date of furnishing the said return or statement.

Final Return [Section 45]

1. Who is Required to Furnish

GSTR-3B.

Every registered person who is required to furnish return u/s 39(1) and whose registration has been surrendered or cancelled is required to file a final return electronically in Form GSTR-10 through the common portal.

2. Time-limit

Conell – 15/7/25 Conu = 1/9/25 → 3M = 1/12/25
orda = 1/8/25 → 3M = 1/11/25 orda = 20/8/25

The final return has to be filed within 3 months of the:
(i) Date of cancellation or
(ii) Date of order of cancellation whichever is later.

GSTR 11 - Details of inward supplies of persons having UIN

Read.

Every person to whom UIN has been allotted shall furnish the details of the inward supplies of taxable goods and/or services on which refund of taxes has been claimed, in Form GSTR-11, along with application for such refund claim.

DEFAULT/DELAY IN FURNISHING RETURN [SECTIONS 46 & 47]

1. Notice to Return Defaulters [Section 46]
A notice shall be issued to a registered person who fails to furnish return under
   a. section 39 [Normal Return] or
   b. section 44 [Annual Return] or
   c. section 45 [Final Return] or
   d. section 52 [TCS Statement].
The notice would require the registered person to furnish the return within 15 days.
2. Late Fees [Section 47] → Removed From Syllabus.

QUARTERLY RETURN MONTHLY PAYMENT (QRMP) SCHEME

1. Registered person having Aggregate Annual Turnover (PAN based) of upto ₹5 crores in PFY can opt for QRMP scheme.
2. Conditions of Opt-in → Last Due return must be filed.
3. QRMP option can be exercised GSTIN wise.
4. Timeline for opting in/opting out of QRMP scheme:
Opt QRMP between 1st day of 2nd Month of preceding quarter and last day of 1st month of relevant quarter

Quarter	Time Limit To Exercise
April/May/June	1st Feb to 30th April
July/Aug/Sep	1st May to 31st July
Oct/Nov/Dec	1st Aug to 31st Oct
Jan/Feb/March	1st Nov to 31st Jan

5. Option of QRMP lapsed from following quarter when ATO exceeds ₹5 crores in current quarter.
6. Voluntarily Opt-out → Same manner as we avail QRMP.

7. **Manner of Furnishing outward details:**

B2B Supplies	→	1^{st} & 2^{nd} Month	→	IFF(Optional)
B2B Supplies	→	3^{rd} Month	→	GSTR-1
B2C Supplies	→	$1^{st}/2^{nd}/3^{rd}$ Month	→	GSTR-1

Due Date of IFF → 13^{th} of the succeeding month.

Due Date of GSTR-1 → 13^{th} of the month succeeding the quarter.

8. **Concept of Invoice Furnishing Facility (IFF):**

(a) IFF is not mandatory but an optional facility made available to RP under QRMP scheme.

(b) RP can furnish only B2B supplies under IFF for first 2 months of Quarter involving invoices, debit notes & credit note.

9. **Manner of furnishing the GSTR-3B**

a) South/West/Mid States → upto 22^{nd} of the month succeeding the Quarter.

b) North/East States → upto 24^{th} of the month succeeding the Quarter.

10. **Payment of tax under QRMP scheme:**

a) 1^{st} & 2^{nd} month of the Quarter → 25^{th} day of the succeeding month.

b) 3^{rd} month of the quarter → Due date of GSTR-3B

Method 1 – Fixed Sum Method

Quarterly Returns Filed in Last Quarter → Deposit 35% of tax paid in last quarter using E-Cash Ledger

Monthly Returns Filed in Last Quarter → Deposit 100% of tax paid in last month of the preceding Quarter using E-Cash Ledger

Method 2 – Self Assessment Method → Calculate Tax liability on Monthly basis and deposit amount payable

Note: No amount is required to be deposited if balance in E-cash ledger/E-credit ledger is adequate or when the tax liability is NIL.