



# SERVICE PROVIDERS

[www.softtracksolutions.com](http://www.softtracksolutions.com)

Challenges	Tally Features	Benefits
Duplication of work for billing and GST returns	Billing (Maintain Bill-by-Bill)	Be GST compliant with impressive invoicing
Costing and profit of assignment is big grey area	Cost centre analysis	Ensure you are profitable in every service contract
Disconnection from real time data	Tally Reports in Browser (TRIB)	Real time updated business data can be accessed from anywhere
Follow up outstanding is time consuming and more difficult than getting orders	Email reminder letter to clients or print it in PDF or other formats, as required, ageing of bills	Update your client quickly about their outstanding with minimal efforts
Duplication of work due to separate billing and receipt records	Outstanding (Tracking)	Faster realization of your order to cash

### Bill-by-Bill Tagging

Bill-wise Details for : Hari Traders  
Upto: ₹ 28,750.00 Dr

Type of Ref	Name	Due Date, or Credit Days (wef: 13-Mar-21)	Amount	Dr/ Cr
New Ref	Advance Agst Ref		28,750.00	Dr
	New Ref			
	On Account			
			<b>28,750.00</b>	<b>Dr</b>

### Invoice Format

Invoice No. 1      Dated 1-Apr-22  
Ref. No.

**The Event Planner**  
NavDurga Business Park  
Ghatkopar East  
GSTIN/UIN: 27AAACP7879D124  
State Name : Maharashtra, Code : 27  
E-Mail : shahtamannad@gmail.com

**Tax Invoice**  
Party : **Zakaria Industries**  
Runwal Greens  
Mulund  
State Name : Maharashtra, Code : 27

SI No.	Particulars	HSN/SAC	Amount
1	<b>Banquet / Hall Charges</b> Jolly Banquet	998596	2,00,000.00
2	<b>Catering Charges</b> Iyengar Caterers	998596	1,00,000.00
3	<b>Decorating Charges</b>	998596	50,000.00
4	<b>Lighting and Sound Charges</b>	998596	50,000.00
	<b>Output CGST</b>		36,000.00
	<b>Output SGST</b>		36,000.00
<b>Total</b>			<b>₹ 4,72,000.00</b>

Amount Chargeable (in words) E. & O.E  
**INR Four Lakh Seventy Two Thousand Only**

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
998596	4,00,000.00	9%	36,000.00	9%	36,000.00	72,000.00
<b>Total</b>	<b>4,00,000.00</b>		<b>36,000.00</b>		<b>36,000.00</b>	<b>72,000.00</b>

Tax Amount (in words) : **INR Seventy Two Thousand Only**

for The Event Planner  
  
Authorized Signatory

This is a Computer Generated Invoice

### Service Invoice Preparation

## Event Profitability

Particulars	T Event Planners 1-Apr-22 to 6-Apr-22		
	Transactions		Closing Balance
	Debit	Credit	
<b>Primary Cost Category</b>	<b>3,07,000.00</b>	<b>6,00,000.00</b>	<b>2,93,000.00 Cr</b>
Doshi's Birthday Party	97,000.00	2,00,000.00	1,03,000.00 Cr
Zakaria's Business Seminar	2,10,000.00	4,00,000.00	1,90,000.00 Cr

## Tally Report In Browser (TRiB)

PARTICULARS	DEBIT & CREDIT AMOUNT
Royal Fashion	1,35,975.00 Dr
Meena Bazar (Gurgaon)	1,24,950.00 Dr
Royal Fashion	1,58,025.00 Dr
Milan	1,17,600.00 Dr
Royal Fashion	1,28,625.00 Dr
Meena Bazar (Gurgaon)	1,83,750.00 Dr
Milan	1,10,250.00 Dr
Meena Bazar (Gurgaon)	99,225.00 Dr
Royal Fashion	1,13,925.00 Dr
Royal Fashion	1,10,250.00 Dr
Royal Fashion	1,47,000.00 Dr
Royal Fashion	1,39,650.00 Dr
<b>GRAND TOTAL</b>	<b>1,49,79,300.00 Dr</b>

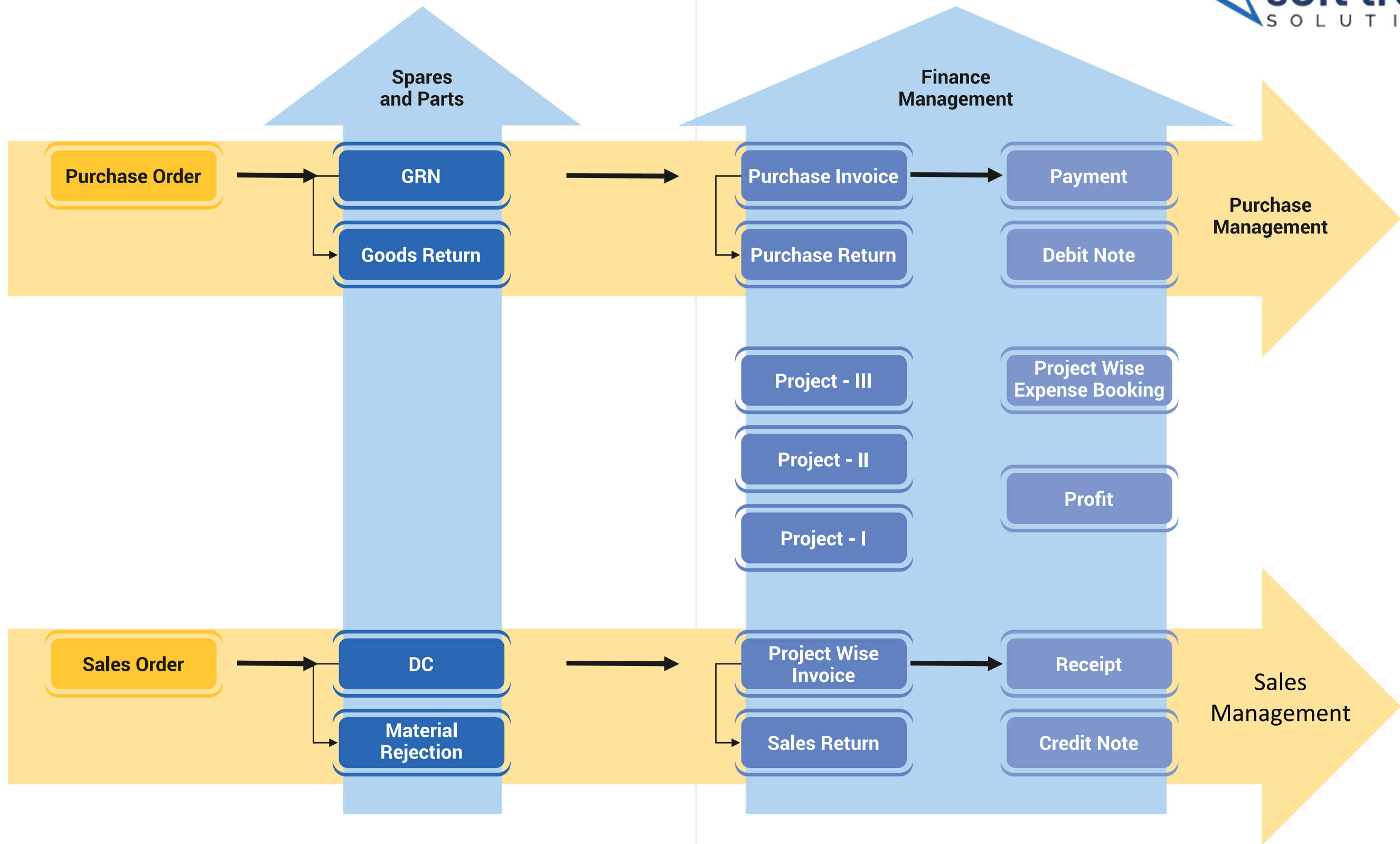
Name of Item	Quantity	Rate	per	Amount
Embroidery Kurti	37 nos	3,500.00	nos	1,29,500.00
Godown Name : Main Location	37 nos	3,500.00	nos	1,29,500.00
GST Sales				1,29,500.00 Cr
<b>Output IGST</b>				<b>6,475.00</b>
Party Bill Allocations:				
Agst Ref SA/0001/19-20	15 Days			1,35,975.00 Dr
<b>Total</b>	<b>37 nos</b>			<b>1,35,975.00</b>

## Comparative Analysis of 2 Projects

Particulars	Cost Centre: Doshi's Birthday Party The Event Planner 1-Apr-22 to 6-Apr-22			Cost Centre: Zakaria's Business Seminar The Event Planner 1-Apr-22 to 6-Apr-22		
	Transactions		Closing Balance	Transactions		Closing Balance
	Debit	Credit		Debit	Credit	
<b>Direct Incomes</b>		<b>2,00,000.00</b>	<b>2,00,000.00 Cr</b>		<b>4,00,000.00</b>	<b>4,00,000.00 Cr</b>
Banquet / Hall Charges		1,00,000.00	1,00,000.00 Cr		2,00,000.00	2,00,000.00 Cr
Catering Charges		60,000.00	60,000.00 Cr		1,00,000.00	1,00,000.00 Cr
Decorating Charges		30,000.00	30,000.00 Cr		50,000.00	50,000.00 Cr
Lighting and Sound Charges		10,000.00	10,000.00 Cr		50,000.00	50,000.00 Cr
<b>Indirect Expenses</b>	<b>97,000.00</b>		<b>97,000.00 Dr</b>	<b>2,10,000.00</b>		<b>2,10,000.00 Dr</b>
Banquet / Hall Expenses	40,000.00		40,000.00 Dr	1,00,000.00		1,00,000.00 Dr
Catering Expenses	45,000.00		45,000.00 Dr	60,000.00		60,000.00 Dr
Decorating Expenses	10,000.00		10,000.00 Dr	25,000.00		25,000.00 Dr
Lighting and Sound Expenses	2,000.00		2,000.00 Dr	25,000.00		25,000.00 Dr
<b>Grand Total</b>	<b>97,000.00</b>	<b>2,00,000.00</b>	<b>1,03,000.00 Cr</b>	<b>2,10,000.00</b>	<b>4,00,000.00</b>	<b>1,90,000.00 Cr</b>

Particulars	Cost Centre: Doshi's Birthday Party The Event Planner 1-Apr-22 to 6-Apr-22			Cost Centre: Zakaria's Business Seminar The Event Planner 1-Apr-22 to 6-Apr-22		
	Transactions		Closing Balance	Transactions		Closing Balance
	Debit	Credit		Debit	Credit	
<b>Direct Incomes</b>		<b>2,00,000.00</b>	<b>2,00,000.00 Cr</b>		<b>4,00,000.00</b>	<b>4,00,000.00 Cr</b>
Banquet / Hall Charges		1,00,000.00	1,00,000.00 Cr		2,00,000.00	2,00,000.00 Cr
Catering Charges		60,000.00	60,000.00 Cr		1,00,000.00	1,00,000.00 Cr
Decorating Charges		30,000.00	30,000.00 Cr		50,000.00	50,000.00 Cr
Lighting and Sound Charges		10,000.00	10,000.00 Cr		50,000.00	50,000.00 Cr
<b>Indirect Expenses</b>	<b>97,000.00</b>		<b>97,000.00 Dr</b>	<b>2,10,000.00</b>		<b>2,10,000.00 Dr</b>
Banquet / Hall Expenses	40,000.00		40,000.00 Dr	1,00,000.00		1,00,000.00 Dr
Catering Expenses	45,000.00		45,000.00 Dr	60,000.00		60,000.00 Dr
Decorating Expenses	10,000.00		10,000.00 Dr	25,000.00		25,000.00 Dr
Lighting and Sound Expenses	2,000.00		2,000.00 Dr	25,000.00		25,000.00 Dr
<b>Grand Total</b>	<b>97,000.00</b>	<b>2,00,000.00</b>	<b>1,03,000.00 Cr</b>	<b>2,10,000.00</b>	<b>4,00,000.00</b>	<b>1,90,000.00 Cr</b>

Service



**Project-wise Costing and Profit**

- Track project wise expenses
  - Allocate expenses to respective projects and track project cost
  - Track material dispatched and consumed in the project
- Control Expenses
  - Control expenses as per project cost
  - Set budget for each project and control expenses
  - Calculate project-wise profitability

**Purchase and Stores**

- Sales forecast for planning purchase
  - Set BOM to identify the required quantity based on the sales orders
  - Track stocks lying at each project site

# Reminder Letter

TallyPrime MANAGE  
**SILVER** K: Company Y: Data Z: Exchange G: Go To O: Import E: Export M: E-mail P: Print F1: Help

To : SD Rameshwar Traders From: Apex Electricals  
 Turbhe Plaza, Shop No 488,  
 Janta Market Rd,  
 Navi Mumbai

Dear Sir/Madam, Sub : Outstandings Date : 20-Oct-19

Given below is the detail of amounts outstanding against your name in our books as of given date.  
 We request you to take immediate steps for settling the overdue bills and oblige.

Date	Particulars	Due on	Overdue by	(< 30 days )	30 to 45 days	45 to 60 days	(> 60 days )
3-Jul-19	AE/0027/19-20	3-Jul-19	(109 days)				1,77,000.00
10-Aug-19	AE/0028/19-20	10-Aug-19	(71 days)				70,800.00
9-Sep-19	AE/0029/19-20	9-Oct-19	(11 days)		53,100.00		
9-Sep-19	AE/0030/19-20	8-Nov-19			70,800.00		
<b>Total</b>					<b>1,23,900.00</b>		<b>2,47,800.00</b>

Total 3,71,700.00 Dr

Yours faithfully,

# Outstanding With Ageing

TallyPrime MANAGE  
**SILVER** K: Company Y: Data Z: Exchange G: Go To O: Import E: Export M: E-mail P: Print F1: Help

Ledger Voucher Outstanding Apex Electricals  
 Ledger : Air Asia 1-Dec-20 to 31-Mar-21

Date	Ref. No.	Opening Amount	Pending Amount	(< 30 days )	30 to 60 days	60 to 90 days	(> 90 days )	Due on
16-Dec-20	BLR5FY2021	1,568.00 Dr	1,568.00 Dr				1,568.00 Dr	16-Jan-21
26-Dec-20	BLR39FY2021	60,000.00 Dr	60,000.00 Dr				60,000.00 Dr	26-Jan-21
26-Dec-20	BLR41FY2021	63,000.00 Dr	63,000.00 Dr				63,000.00 Dr	26-Jan-21
26-Dec-20	BLR42FY2021	5,60,000.00 Dr	5,60,000.00 Dr				5,60,000.00 Dr	26-Jan-21
26-Dec-20	BLR44FY2021	1,12,000.00 Dr	1,12,000.00 Dr				1,12,000.00 Dr	26-Jan-21
31-Dec-20	BLR40FY2021	59,100.00 Dr	59,100.00 Dr			59,100.00 Dr		31-Jan-21
31-Dec-20	SHTRYAGAIN	5,00,900.00 Dr	5,00,900.00 Dr			5,00,900.00 Dr		31-Jan-21
5-Jan-21	SalTry93TrySal	57,120.00 Dr	87,120.00 Dr			87,120.00 Dr		5-Feb-21
2-Feb-21	BLR46FY202144g34	33,600.00 Dr	33,600.00 Dr		33,600.00 Dr			5-Mar-21
2-Feb-21	BLR47FY2021657yr	33,600.00 Dr	33,600.00 Dr		33,600.00 Dr			5-Mar-21
2-Feb-21	BLR48FY2021455u	3,360.00 Dr	3,360.00 Dr		3,360.00 Dr			5-Mar-21
2-Feb-21	BLR49FY20214567	56,627.20 Dr	56,627.20 Dr		56,627.20 Dr			5-Mar-21
3-Feb-21	SalTry96TrySal	1,00,000.00 Dr	1,00,000.00 Dr		1,00,000.00 Dr			6-Mar-21
3-Feb-21	5868	50,000.00 Dr	50,000.00 Dr		50,000.00 Dr			6-Mar-21
3-Feb-21	SalTry97TrySal	54,000.00 Dr	54,000.00 Dr		54,000.00 Dr			6-Mar-21
4-Feb-21	SalTry99TrySal	59,000.00 Dr	59,000.00 Dr		59,000.00 Dr			7-Mar-21
5-Feb-21	SalTry101TrySal	56,000.00 Dr	56,000.00 Dr		56,000.00 Dr			8-Mar-21
8-Feb-21	SalTry107TrySal	28,000.00 Dr	28,000.00 Dr		28,000.00 Dr			11-Mar-21
9-Feb-21	SalTry112TrySal	1,12,000.00 Dr	1,12,000.00 Dr		1,12,000.00 Dr			12-Mar-21
9-Feb-21	SalTry113TrySal	59,000.00 Dr	59,000.00 Dr		59,000.00 Dr			12-Mar-21
10-Feb-21	SalTry114TrySal	56,000.00 Dr	56,000.00 Dr		56,000.00 Dr			13-Mar-21
12-Feb-21	456ty	60,000.00 Dr	60,000.00 Dr		60,000.00 Dr			15-Mar-21
11-Mar-21	456tey	24,500.00 Dr	24,500.00 Dr	24,500.00 Dr				11-Apr-21
16-Mar-21	ABC-321	11,800.00 Cr	23,600.00 Cr	23,600.00 Cr				16-Apr-21
		21,87,575.20 Dr	22,05,775.20 Dr	900.00 Dr	7,61,187.20 Dr	6,47,120.00 Dr	7,96,568.00 Dr	

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POWER OF SIMPLICITY

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