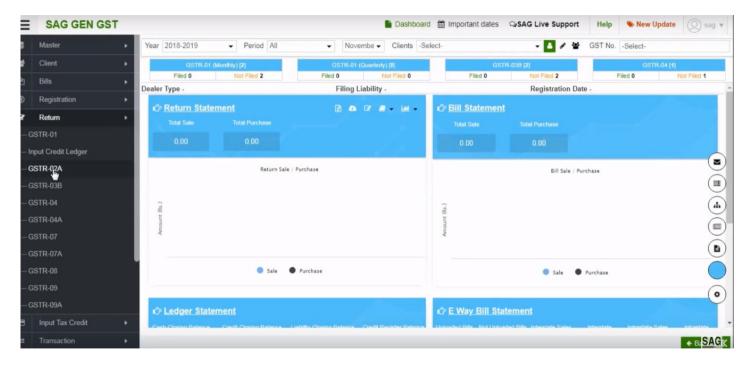


A Complete Guide How to Download GSTR 2A Return



GSTR-2A is used only for the viewing purpose and you cannot take any action in GSTR-2A. GSTR-2A will be generated in following cases:-

When the supplier uploads the B2B transaction details in GSTR-1& 5.



After sign-in, click on Return option then select GSTR-2A.

≡	SAG GEN GST							Dash	board 🛗	Important date	es QISA	AG Live Supp	port	Help	New U	pdate	() si	ag 🔻
	Master	Client	Form Su	pplier De	tails													
쓭	Client	Year 20	18-2019	•	Period All	-	Novembe	r	•									
ළු	Bills	0	S.No.		Client Code			Client Name				GST No.			Status			Regis
®	Registration		1	81e12	be9-76e8-4ef5-a	ABC LTD					08AG	MPG0450A1Z	Z	Proprietor				01/
ß	- togica classif	B	2	ca7fd3	384-62e7-4499-9	XYZ LTD					08AA	OCS2362J1Z	Y	Private Lin	mited Com	pany		01/
 (GSTR-01 Input Credit Ledger GSTR-02A GSTR-03B																	
	GSTR-04 GSTR-04A																	
	GSTR-07																	
_0	GSTR-07A																	
	GSTR-08																	
-0	GSTR-09																	
-(GSTR-09A	4																
8	Input Tax Credit		Page No	1	of 1 🖸 🔊	C C R	ecord No	0 of 2	00	No of Record	(s) 2	Page Wise	e • (Columns 🛧				0 2
=	Transaction	A Down	nload Data F	From Porta	al											6	۵ De	AGĸ
/ear-	Month	Client Na	me :		GST N	0	S	ate Name :			Version No	1.86			Moc			-0

After selecting GSTR-2A option then select the client option.

=	SAG GEN GS	Т					Dashboard	Important date	s SAG Live Support	Help	🔖 New Update	(2) s	ag 🔻
	Master	•	Client Form	Supplier	Details								
쓭	Client	•	Year 2018-20)19	Period Ma	onthly	September						
ළු	Bills	•	S	.No.	Client Code		Client Name		GST No.		Status		Reg
®	Registration	•			e12be9-76e8-4et	f5-a ABC LTD	Gione Hamo		08AGMPG0450A1ZZ	Proprietors			0
ß	Return			2 cai	7fd384-62e7-449	19-9 XYZ LTD			08AAOCS2362J1ZY	Private Lin	nited Company		0
	SSTR-03B SSTR-04												
	SSTR-04A SSTR-07												
	STR-07												
	SSTR-07 SSTR-07A												
-G -G -G	95TR-07 95TR-07A 95TR-08		1									1 1	
G G G	SSTR-07 SSTR-07A SSTR-08 SSTR-09	,	C C Page	e No 1	of 1 💽 🕻		Record No 0 of 2 0 0	No of Record	s) 2 Page Wise 👻	• Columns 🛧			0

You can download the data by click on the download data from portal tab.

	Master	► Clie			Ales .	(Dec)						
	Client	AILI	nvoices B2B B2BA	Cr/Dr Note (Reg.) Cr/E)r Note A	Amend (Reg.)						
		Yea	2018-2019 -	Period Monthly	•	Month September	 Clien 	ts XYZ L	.TD	 GS 	T No. 08AAOCS2362J1ZY	
ם פ	Bills	All	GSTN Wise			O Duplicate						
0	Registration	•	GSTN WISE		ique	ODuplicate						
8	Return	> S.N	0	Name		GST No.	 Invoice N 	No. •	Sei	tion	Trade Nam	A
		1	VODAFONE IDEA L			08AAACB2100P1ZX	10SORJ0918		B2B		VODAFONE IDEA LIMITED	
–GS	TR-01	2	PUNJAB NATIONAL	BANK		08AAACP0165G1ZP	1809060217	407119	B2B		PUNJAB NATIONAL BANK	
— Inp	ut Credit Ledger	3	TEEGEE SUPER ST	ORES PRIVATE LIMITE	D	08AABCT3725B1ZQ	TG/022/20		B2B		TEEGEE SUPER STORES PR	
		4	PUNJAB NATIONAL	BANK		08AAACP0165G1ZP	1809230217	397932	B2B		PUNJAB NATIONAL BANK	
-GS	TR-02A	5	BHARTI HEXACOM	LIMITED		08AAACH1766P1Z5	4677390)54	B2B		BHARTI HEXACOM LIMITED	
	TR-03B	6	BHARTI HEXACOM	LIMITED		08AAACH1766P1Z5	4678426	59	B2B		BHARTI HEXACOM LIMITED	
- 63	IR-USD	7	BHARTI HEXACOM	LIMITED		08AAACH1766P1Z5	4681437	22	B2B		BHARTI HEXACOM LIMITED	
-GS	TR-04	8	BHARTI HEXACOM	LIMITED		08AAACH1766P1Z5	4678426	57	B2B		BHARTI HEXACOM LIMITED	
		9	BHARTI HEXACOM	LIMITED		08AAACH1766P1Z5	4680769	971	B2B		BHARTI HEXACOM LIMITED	
– GS	TR-04A	10	TATA TELESERVICE	S LIMITED		08AAACT2438A1ZT	5900455	661	B2B		TATA TELESERVICES LIMITE	D
– GS	TR-07	1	SPENTA MULTIMED	IA PRIVATE LIMITED		27AAOCS8610B1ZC	GO249/18	8-19	B2B		SPENTA MULTIMEDIA PRIVA	TE LIN
		1.	BHARTI HEXACOM	LIMITED		08AAACH1766P1Z5	4749198	317	B2B		BHARTI HEXACOM LIMITED	
– GS	TR-07A	13	The Institute of Char	tered Accountants of Ind	a	09AAAAT7798M3ZF	SP/18/16	677	B2B		The Institute of Chartered Acc	ountan
	TR-08	1	PUNJAB NATIONAL	BANK		08AAACP0165G1ZP	1809090249	543951	B2B		PUNJAB NATIONAL BANK	
- 65	110-00	- 4				2744000000400470	004740	40	DOD		ODENITA MULTIMEDIA DONA	TELM
– GS	TR-09											
	TR-09A	C	Page No 1	of 1 D D No o	Record	l(s) 43		Impo	rt Pa	ge Wise 👻 Coli	umns 🛧 🛛 🖸 🔯 🔯	1
3	Input Tax Credit							9				

You can import or export the data by clicking on below Import/ Export button.

Here at the top of the window Period is given in dropdown I.e. As per Return and As per Period(Monthly, Quarterly, Half Yearly and Yearly). As Per Return is used to viewing the data from the portal. As Per Period is used for viewing the data as per user convince like Monthly,

Quarterly, Half Yearly and Yearly.

Client		Invoices B2B B	2BA Cr/Dr Note (Reg.) Cr/Dr Not	te Amend (Reg.)						
Client	Yea	ar 2018-2019	- Period Monthly	- Mont	h September -	Cli	ents XYZ LTD	•	GST No. 08AA	OCS2362J1ZY	
b) Bills	· · ·	-		-							
Registration	•	GSTN Wise	All O Unique	00	Duplicate						
2 Return	> S.1	No.	Name		Section	•	Invoice Date *	Legal N	ame	* Reverse Charge*	S
- GSTR-01		1 GOOGLE IND		B2B			30/09/2018			No	IN
		2 VODAFONE I		B2B			01/09/2018			No	IN'
 Input Credit Ledger 			ACOM LIMITED	B2B			03/09/2018			No	IN
- GSTR-02A	-	4 PUNJAB NAT		B2B			17/09/2018			No	IN
00111-0211			RVICES LIMITED	B2B			03/09/2018			No	IN
- GSTR-03B			S INTERWEB PRIVATE LIMITED	B2B		_	13/09/2018			No	IN
GSTR-04			ARAM GENERAL INSURANCE C	B2B			30/09/2018			No	IN
GSTR-04			ER STORES PRIVATE LIMITED	B2B			01/09/2018			No	IN
- GSTR-04A			PROFESSIONAL SERVICES PRIV.	B2B			13/09/2018			No	IN
			ONET PVT. LTD.	B2B	PLEASE WAIT		13/09/2018			No	IN
- GSTR-07			INT & HARDWARE	B2B			24/09/2018			No	IN
- GSTR-07A		12 HITECH INFR		B2B			24/09/2018			No	IN
			INEERING WORKS	B2B			28/09/2018			No	IN
- GSTR-08	1	4 PRIYANSHA	ENTPRISES	B2B			17/09/2018			No	IN
- GSTR-09				1							
				4							
- GSTR-09A		Page No	1 of 1 D No of Rec	ord(s) 19				Page Wise	Columns 🛧		1

All data is used to display the data in detailed view.GSTN wise is used to display the data according to GSTN wise.

SAG GEN GST				🖹 Dashboard 🛗 Important dates	SAG Live Su	pport Help	New Update Sag
Master •	Client Form	Supplier Detail					
	All Invoices B	2B B2BA Cr/Dr Note (Reg.)	Cr/Dr Note Amend (Reg	.)			
Client •	Year 2018-201	9 - Period Monthle	V - Month S	September - Clients XYZ LTD		 GST No. 	08AAOCS2362J1ZY
Bills ▶			·				
	All GSTN Wi	se 💽 All 🕻	Unique O Dupli	cate			
Registration	O Summary	O Invoice Wise Details	O Item Wise Details				
r Return ►	Sumpary	O Invoice wise Details	O item wise Details				
- GSTR-01	S.No.	Name	*)ate *	Legal Name	* Reverse Charge*	Supply Type *	Taxable Value
- GSTR-01		LE INDIA PVT LTD	018	Legarivanie	No	INTER STATE	25535.96
– Input Credit Ledger		ONE IDEA LIMITED	018		No	INTRA STATE	100.00
0070 024	3 BHART	THEXACOM LIMITED	018		No	INTRA STATE	21353.05
- GSTR-02A	4 PUNJA	B NATIONAL BANK)18		No	INTRA STATE	209.00
- GSTR-03B	5 TATA T	ELESERVICES LIMITED	018		No	INTRA STATE	97490.00
	6 WEBSF	PIDERS INTERWEB PRIVATE L	IMITED)18		No	INTRA STATE	2000.00
- GSTR-04	7 ROYAL	SUNDARAM GENERAL INSUR	ANCE C)18		No	INTRA STATE	12608.00
- GSTR-04A	8 TEEGE	E SUPER STORES PRIVATE LI	MITED)18		No	INTRA STATE	152550.00
	9 PROAC	CTIVE PROFESSIONAL SERVIC	ES PRIV)18		No	INTRA STATE	60000.00
- GSTR-07	10 AADHA	AR INFONET PVT. LTD.)18		No	INTRA STATE	3838.99
- GSTR-07A	11 KUMAV	WAT PAINT & HARDWARE)18		No	INTRA STATE	27674.37
- contain	12 HITECH	H INFRA ENERGY	018		No	INTRA STATE	30900.00
- GSTR-08	13 UJJWA	L ENGINEERING WORKS	018		No	INTRA STATE	118100.00
- GSTR-09	14 PRIYAN	NSHA ENTPRISES)18		No	INTRA STATE	31368.00
-0518-09	45 140 140	TECHNERA ENERGY AND CO	UTIONO 140		N-	INITEA CTATE	921196.88
- GSTR-09A	L		4				
- Innut Tou Condit	C C Page	No 1 of 1 D D	No of Record(s) 19		Page W	ise - Columns	
Input Tax Credit	Grage		10 01 100010(5) 15		rage w	outurnis	
					port/Export 🗮 38	3 & 2A Diff.	/iew 🔺 Download 👒 ESAC

After that, you can see below 3 options which is further divided into 3 types Summary, Bill Wise Details(Bill-wise), Detail with Item wise(Rate-wise)

Client		voices B2B B2BA Cr/Dr Note (Reg.) Cr/D	Note America (ine	<u></u> ∃-1			
	Year	2018-2019 Period Monthly	 Month 	September - Clients XYZ	LTD	 GST No. 	08AAOCS2362J1ZY
) Bills	>	GSTN Wise O All O Uni	0.0				
) Registration		GSTN Wise O All O Uni	que O Dupl	icate			
	• s	Summary O Invoice Wise Details O	Item Wise Details				
Return	•						
- GSTR-01	S.No.	Name	*)ate *	Legal Name	* Reverse Charge*	Supply Type *	Taxable Value
	1	GOOGLE INDIA PVT LTD)18		No	INTER STATE	25535.9
 Input Credit Ledger 	2	VODAFONE IDEA LIMITED	018		No	INTRA STATE	100.0
- GSTR-02A	3	BHARTI HEXACOM LIMITED)18		No	INTRA STATE	21353.0
00111-024	4	PUNJAB NATIONAL BANK)18		No	INTRA STATE	209.0
– GSTR-03B	5	TATA TELESERVICES LIMITED)18		No	INTRA STATE	97490.0
0070.04	6	WEBSPIDERS INTERWEB PRIVATE LIMITED)18		No	INTRA STATE	2000.0
- GSTR-04	7	ROYAL SUNDARAM GENERAL INSURANCE	C)18		No	INTRA STATE	12608.0
- GSTR-04A	8	TEEGEE SUPER STORES PRIVATE LIMITED)18		No	INTRA STATE	152550.0
	9	PROACTIVE PROFESSIONAL SERVICES PR	RIV)18		No	INTRA STATE	60000.0
- GSTR-07	10	AADHAR INFONET PVT. LTD.)18		No	INTRA STATE	3838.9
- GSTR-07A	11	KUMAWAT PAINT & HARDWARE)18		No	INTRA STATE	27674.3
- Gotteura	12	HITECH INFRA ENERGY)18		No	INTRA STATE	30900.0
- GSTR-08	13	UJJWAL ENGINEERING WORKS	018		No	INTRA STATE	118100.0
0.070 00	14	PRIYANSHA ENTPRISES	018		No	INTRA STATE	31368.0
- GSTR-09	4.5	MC LITECHINERA ENERGY AND COLUTION	50 000 00		N	INITEA CTATE	921196.8
-GSTR-09A			4				921190.0

In summary option, you can view summarised details of the particular GSTN

SAG GEN GST		Dashboard	d 🋗 Important dates 🛛 🖓 SA	G Live Support Help 💊 Nev	v Update 🔘 sa	ig v
Master	Client Form Supplier Detail					
E Client	All Invoices B2B B2BA Cr/Dr Note (Reg.) Cr	/Dr Note Amend (Reg.)				
	Year 2018-2019 - Period Monthly	Month September	Clients XYZ LTD	 GST No. 08AAOC 	\$2362J1ZY	
ව Bills		0				
Registration	All GSTN Wise O All O U	Inique O Duplicate				
y Registration		O Item Wise Details				
27 Return						
- GSTR-01	S.No. Name	 Section 	Invoice Date	Legal Name	* Reverse Charge*	Sup
	1 GOOGLE INDIA PVT LTD	B2B	30/09/2018	-	No	IN' .
 Input Credit Ledger 	2 VODAFONE IDEA LIMITED	B2B	01/09/2018		No	IN [*]
- GSTR-02A	3 BHARTI HEXACOM LIMITED	B2B	03/09/2018	and the second se	No	IN
-0511-024	4 PUNJAB NATIONAL BANK	B2B	17/09/2018		No	IN'
– GSTR-03B	5 TATA TELESERVICES LIMITED	B2B	03/09/2018		No	IN'
- GSTR-04	6 WEBSPIDERS INTERWEB PRIVATE LIMIT	ED B2B	13/09/2018		No	IN'
- GSTR-04	7 ROYAL SUNDARAM GENERAL INSURANC	CE C B2B	30/09/2018		No	IN'
- GSTR-04A	8 TEEGEE SUPER STORES PRIVATE LIMIT	ED B2B	01/09/2018		No	IN'
	9 PROACTIVE PROFESSIONAL SERVICES	PRIV B2B	13/09/2018		No	IN'
– GSTR-07	10 AADHAR INFONET PVT. LTD.	B2B	13/09/2018		No	IN'
- GSTR-07A	11 KUMAWAT PAINT & HARDWARE	B2B	24/09/2018		No	IN'
	12 HITECH INFRA ENERGY	B2B	24/09/2018		No	IN'
GSTR-08	13 UJJWAL ENGINEERING WORKS	B2B	28/09/2018		No	IN"
– GSTR-09	14 PRIYANSHA ENTPRISES	B2B	17/09/2018		No	IN'
-0318-09		10110 000	2010012040		N	INC Y
- GSTR-09A		4				
	Page No 1 of 1 >> No	of Record(s) 19		Page Wise 👻 Columns 🛧 🔯		12
Input Tax Credit	G G Page No 1 of 1 0 0 No	or record(s) is		Tage the Columns -		1 *
Transaction			 Import/Exp 	ort ≡ 3B & 2A Diff. 👒 View 🔺	Download 🛛 🖙 E <mark>S</mark> A	AGZ

In invoice option, you can get all the invoices details of the supplier's GSTN.

SAG GEN GST		Dasht	ooard 🋗 Important	dates QSAG Live Support	Help 👒 New Update 🔘 sag 🔻
Master •	Client Form Supplier Detail				
🔮 Client 🕨	All Invoices B2B B2BA Cr/Dr Note (Reg.) Cr/Dr N				
	Year 2018-2019 - Period Monthly	Month September	✓ Clients XY.	z LTD •	GST No. 08AAOCS2362J1ZY
Registration	All GSTN Wise O All O Unique	e O Duplicate			
Return	O Summary O Invoice Wise Details	em Wise Details			
- GSTR-01	S.No. Name	· GST No. ·	Invoice No.	* Section	Trade Name
- Input Credit Ledger	10 AADHAR INFONET PVT. LTD.	08AAHCA4617P1Z9	3229	B2B	AADHAR INFONET PVT. LTD.
- GSTR-02A	11 KUMAWAT PAINT & HARDWARE	08AAHFK3584A1ZG	1496	B2B	KUMAWAT PAINT & HARDWARE
– GSTR-03B	12 HITECH INFRA ENERGY	08AAIFH2549B1ZL	HIE/0253	B2B	HITECH INFRA ENERGY
GSTR-04 GSTR-04A	13 UJJWAL ENGINEERING WORKS	08AFPPS1866N1ZH	342	B2B	UJJWAL ENGINEERING WORKS
-GSTR-07	14 PRIYANSHA ENTPRISES	08AHIPJ2653DFZJVAIT	PE0513	B2B	PRIYANSHA ENTPRISES
GSTR-07A	15 M/S HITECHINFRA ENERGY AND SOLUTIONS	08ASHPB3226G1Z4	hies/0016	B2B	M/S HITECHINFRA ENERGY AND SC
— GSTR-08	16 The Institute of Chartered Accountants of India	09AAAAT7798M3ZF	SP/18/1677	B2B	The Institute of Chartered Accountants
- GSTR-09					
- GSTR-09A				•	
E Input Tax Credit +	C Page No 1 of 1 > > No of Re	cord(s) 62		Page Wise 👻	Columns 🛧 😰 😰 📴 🕫 🧭
	Gstn No. Wise Total 🔲 Invoice Wise Total			 Import/Export ≡ 3B & 2A I 	Diff. ● View ▲ Download ● ESAGK

After clicking on invoice option, you can check details item wise by clicking on item wise tab

In invoice as per counter party submit status is divided in 3 parts- All, Unique, Duplicate.

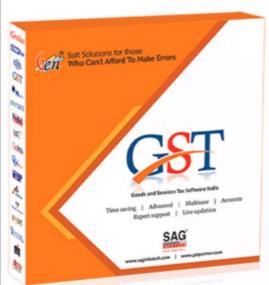
All is used to display data of unique and duplicate entries where as unique is used to display all the unique entries and duplicate is used to display the duplicate entry only.

≡	SAG GEN GST	Г					🖹 Dashboard 🏥 Imp	ortar	nt dates 🤤	SAG Live Support	Help	New Update	sag 🔻
8	Master	×	Client	Form Supplier Detail									
-	Client		All Invo	bices B2R B2BA Cr/Dr Note (Reg	.) Cr/Dr Note Amend (Reg.)							
_			Year 2	2018-2019	Period Monthly	•	Month September		 Clients 	XYZ LTD 🗸 G	SST No.	08AAOCS2362J1ZY	
2	Bills		-										
®	Registration		• •	VI O Unique O Duplicate									
ß	Return		S.No.	Name •	GST No.	٠	Invoice No.	Ir	voice Date *	Invoice Type		POS	• Reverse C
	GSTR-01		1	TEEGEE SUPER STORES PR	08AABCT3725B1ZQ		TG/022/2018-19	0	1/09/2018	Regular B2B Invoid	es	Rajasthan	1.4
-	551K-U1		2	PUNJAB NATIONAL BANK	08AAACP0165G1ZP		1809230217397932	0	1/09/2018	Regular B2B Invoid	es	Rajasthan	1
-1	nput Credit Ledger		3	VODAFONE IDEA LIMITED	08AAACB2100P1ZX		10SORJ0918205784	0	1/09/2018	Regular B2B Invoid	es	Rajasthan	1
			4	PUNJAB NATIONAL BANK	08AAACP0165G1ZP		1809060217407119	0	1/09/2018	Regular B2B Invoid	es	Rajasthan	1
- 9	GSTR-02A		5	BHARTI HEXACOM LIMITED	08AAACH1766P1Z5		467842657	0	3/09/2018	Regular B2B Invoid	es	Rajasthan	1
-	GSTR-03B		6	BHARTI HEXACOM LIMITED	08AAACH1766P1Z5		468076971	0	3/09/2018	Regular B2B Invoid	es	Rajasthan	1
			7	TATA TELESERVICES LIMITED	08AAACT2438A1ZT		5900455661	0	3/09/2018	Regular B2B Invoid	es	Rajasthan	1
- 1	GSTR-04		8	BHARTI HEXACOM LIMITED	08AAACH1766P1Z5		467739054	0	3/09/2018	Regular B2B Invoid	es	Rajasthan	1
	GSTR-04A		9	BHARTI HEXACOM LIMITED	08AAACH1766P1Z5		467842659	0	3/09/2018	Regular B2B Invoid	es	Rajasthan	1
	351 K-04A		10	BHARTI HEXACOM LIMITED	08AAACH1766P1Z5		468143722	0	3/09/2018	Regular B2B Invoid	es	Rajasthan	1
	GSTR-07		11	SPENTA MULTIMEDIA PRIVAT	27AAOCS8610B1ZC		GO249/18-19		4/09/2018	Regular B2B Invoic	es	Rajasthan	1
			12	BHARTI HEXACOM LIMITED	08AAACH1766P1Z5		474919817		6/09/2018	Regular B2B Invoid	es	Rajasthan	1
- 1	GSTR-07A		13	PUNJAB NATIONAL BANK	08AAACP0165G1ZP		1809090249543951		0/09/2018	Regular B2B Invoid		Rajasthan	1
	GSTR-08		14	The Institute of Chartered Acco	09AAAAT7798M3ZF		SP/18/1677		0/09/2018	Regular B2B Invoid		Rajasthan	1
			15	SPENTA MULTIMEDIA PRIVAT	27AAOCS8610B1ZC		CO17/18-19		1/09/2018	Regular B2B Invoid		Rajasthan	1
- (GSTR-09		16	PROACTIVE PROFESSIONAL	08AAECP9085D2Z5		PPSPL/18-19/1350		3/09/2018	Regular B2B Invoid		Rajasthan	1
	GSTR-09A		17	AADHAR INFONET PVT. LTD.	08AAHCA4617P1Z9		3229	1	3/09/2018	Regular B2B Invoid	es	Raiasthan	+
	Input Tax Credit		0	Page No 1 of 3 0 0	No of Deport/ol 42		•			Dage Wing	alumna		, _ _
#	Transaction		90	Page No (1) of 3 🕥 🕥	No of Record(s) 43					Page Wise 👻 C	orumns		SAG

This will capture the details of B2B and Cr./Dr. Notes by your sellers during the month. This will capture the details of B2B and Cr./Dr. Notes by your sellers during the month. It will also include any changes made to them by comparing the revised documents with the original documents. It is used only for view the details of the B2B.



GEN GST SOFTWARE



- Gen GST Hosts Complete GSTR Forms i.e. 7, 8, 1, 3B, 4
- GST Annual & Audit Return Filing Forms
- GST Billing & E Way Bill Solutions
- JSON File Validation Before Portal Uploading
- Import/Export Facility From Govt Portal
- GSTR Forms Reconciliation for Invoice Match-Mismatch

