TAX INVOICE

GST invoice format for a construction project management consultant

Supplier name	Your business name	**Customer name**	Customer / business name
Address	Shop/office address, city, state, PIN	**Customer address**	Billing address
GSTIN	27ABCDE1234F1Z5	**Customer GSTIN**	If registered (B2B)
Invoice no.	INV/25-26/0001	**PMC agreement reference**	
Invoice date	DD/MM/YYYY	**Billing month or milestone**	
Place of supply	State name (state code)	**Staff deployment schedule**	
		Contractor bills certified	
		Fee basis	
		Reimbursable expenses	

#	Description	HSN/SAC	Qty	Rate	Taxable	GST	CGST	SGST	Total
1	Project management consultancy for commercial building, monthly fee for October	998339	1 OTH	450,000.00	450,000.00	18%	40,500.00	40,500.00	531,000.00
2	Quantity surveying and certification of contractor RA bills (3 bills)	998339	3 NOS	25,000.00	75,000.00	18%	6,750.00	6,750.00	88,500.00
3	Additional site engineer deployed for night concreting, man-month	998339	1 OTH	95,000.00	95,000.00	18%	8,550.00	8,550.00	112,100.00
4	Reimbursement of site travel and accommodation (incurred in own name)	998339	1 OTH	38,000.00	38,000.00	18%	3,420.00	3,420.00	44,840.00

Taxable	658,000.00
GST	118,440.00
Total (Rs.)	**776,440.00**

Inter-state sale? Replace CGST + SGST with IGST at the full GST rate.

Amount in words: _____

Bank / UPI details: _____

Declaration: We declare that this invoice shows the actual price of the goods/services described and that all particulars are true and correct.

For (Supplier name) — Authorised signatory

Free template from billingsoftware.co (Billing Software by Betterwork)