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BillDesk Merchant Reports

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v1.0



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VERSION CONTROL

Date	Type	Brief Description of Change	Version	Author
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1. OBJECTIVE

The objective of this document is to highlight the report structure shared with merchants for the transactions done through BillDesk system. These reports will help the merchant to reconcile & complete the settlement process at their end.

2. REPORT DETAILS

Merchant dashboard is provided to the merchant to track their daily/weekly/monthly transactions. They can download the report from this merchant dashboard to track the reports. The report is divided into 2 different sections viz. 'Transaction Records' and 'Payment Summary'. The details of each section are explained below:

2.1 Payment Summary

The summary report of the payment section contains summary of the transactions done by the merchant using BillDesk platform. The sheet is further divided into below sub sections.

BILLDESK PAYMENT GATEWAY	
DAILY CREDIT REPORT	
Date	Apr 21, 2023
Merchant Name	Govt. of XXXX - Labour Department
Merchant ID	BDMERCID
Payment Report Voucher	PV_BDMERCID_OPCIT2305214503540.xls
PV Number	OPCIT2305214503540
Net Credit (Rs Ps)	110.00

The above table refers to fields that are essential for merchant from reconciliation point of view. The file that is downloaded from the merchant dashboard will be named as combination of 'PV', 'Merchant ID' and 'PV Number' separated by a '_'.

Bankid	No of txns	Gross Amt	Refund Amt	Chargeback Amt	Net Amt	Mode
BOI	1	110.00	0.00	0.00	110.00	CITNEFT
				CIT Nodal Net Txn Amount	110.00	
				Less charges	0.00	
				GST	0.00	
				Net CIT Nodal Remittance	110.00	

2.2 Transaction Records

Transaction records section contains all the transactions done by the merchant using BillDesk platform. The sheet is further divided into below sub sections.

2.2.1 Settled Transactions

In this section, the transaction records that are settled with the merchant are mentioned. The fields that are captured are shown below with the examples.

Report Field Name	Values	Description
Biller Id	XNSxxxxxPN	Merchant ID shared by BillDesk
Bank Id	yyy	Internal to BillDesk
Bank Ref. No.	14918329223213100	Bank reference number received from Bank
PGI Ref. No.	Yyyy1850709375	BillDesk transaction id generated for the transactions
Ref. 1	Field 1 shared by merchant for the transaction	Field 1 shared by merchant for the transaction
Ref. 2	Field 2 shared by merchant for the transaction	Field 2 shared by merchant for the transaction
Ref. 3	NA	NA
Ref. 4	Field 3 shared by merchant for the transaction	Field 3 shared by merchant for the transaction
Ref. 5	Field 4 shared by merchant for the transaction	Field 4 shared by merchant for the transaction
Ref. 6	Field 5 shared by merchant for the transaction	Field 5 shared by merchant for the transaction
Ref. 7	Field 6 shared by merchant for the transaction	Field 6 shared by merchant for the transaction
Ref. 8	NA	NA
Filler	NA	NA
Date of Txn	20-04-2023 16:58	Date of transaction
Settlement Date	21-04-2023 07:31	Date of settlement
Gross Amount(Rs.Ps)	115.9	Gross Amount
Charges (Rs.Ps)	5.9	Charges
GST (Rs Ps)	0	GST on Charges
Net Amount(Rs.Ps)	110	Net Amount

2.2.2 Refunded Transactions

In this section, the transaction records that are refunded are mentioned. The fields that are captured are shown below with the examples.

Report Field Name	Values
Biller Id	
Bank Id	
Bank Ref. No.	
PGI Ref. No.	
Ref. 1	
Ref. 2	
Ref. 3	
Ref. 4	
Ref. 5	
Ref. 6	
Ref. 7	
Ref. 8	
Filler	
Date of Transaction	
Settlement Date	
Gross Amount(Rs.Ps)	
Refund ID	
Refund Date	
Refund Amount (Rs. Ps.)	

2.2.3 Chargeback Transactions

In this section, the transaction records that are chargeback transactions are mentioned. The fields that are captured are shown below with the examples.

Report Field Name	Values
Biller Id	
Bank Id	
Bank Ref. No.	
PGI Ref. No.	
Ref. 1	
Ref. 2	
Ref. 3	
Ref. 4	
Ref. 5	
Ref. 6	
Ref. 7	
Ref. 8	
Filler	
Date of Transaction	
Settlement Date	
Gross Amount(Rs.Ps)	
Chargeback Reason	
Chargeback date	
Chargeback Amount (Rs Ps)	