

NATIONWIDE E-INVOICING INITIATIVE

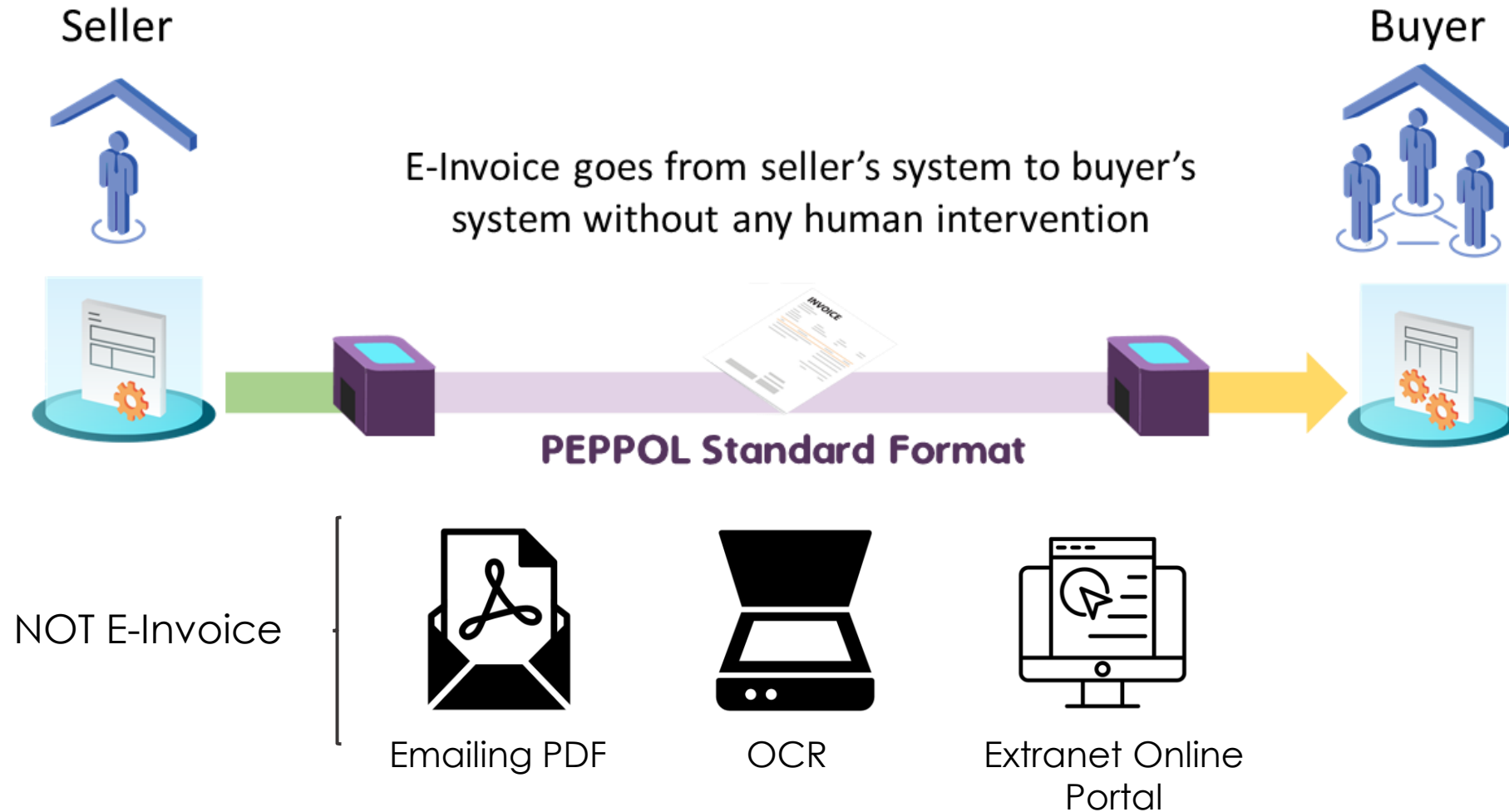
E-Invoicing Project Office
INFOCOMM MEDIA DEVELOPMENT AUTHORITY



PROBLEMS E-INVOICING IS SOLVING

AREN'T WE ALREADY DOING E-INVOICING?

Electronic invoicing or e-invoicing allows direct transmission of invoices in structured digital format from one finance system to another resulting in faster payment.



WHY WOULD YOU COME ON BOARD?

Primary Reasons

Other Reasons

BUYER



- Time consuming & frustrations due to errors in processing manual invoices
- Intensive effort dealing with non-standard invoices coming from many suppliers

- Encourage suppliers to send e-invoice to help them reap benefits from digitalisation
- Create further efficiencies from data analytics

SELLER



- Potential cost savings from printing and posting invoices
- Reduction in errors from manual invoice handling and consequent follow-ups
- Faster payment

- Corporate Social Responsibility and demonstrate support on green movement

SME



- Free locked-up working capital awaiting manual invoice generation
- Leverage accounting systems to do more
- Earlier payment
- Access to funding (future)

- Need to comply with buyers' requirements

HOW TO COME ON-BOARD

1. BUSINESSES WITH EXISTING SOLUTION



- Step 1** Check if your finance or accounting solution is Peppol-ready and listed in IMDA's pre-approved solution provider list
- Step 2** Get your Peppol-ready solution provider to activate the InvoiceNow feature on your existing solution. Otherwise, approach an Access Point Provider to integrate InvoiceNow into your in-house system.
- Step 3** You are ready to InvoiceNow! Start to send and receive invoices directly through your finance or accounting system.

PEPPOL-READY SOLUTION PROVIDERS



And many more...

2. BUSINESSES LOOKING FOR PEPPOL-READY SOLUTIONS



If you are not using any existing finance or accounting solution, you may consider any of our Peppol-ready solutions providers

FREE PEPPOL-READY SOLUTION PROVIDERS



PEPPOL-READY SOLUTION PROVIDERS



And many more...

3. BUSINESSES WITH IN-HOUSE SOLUTION



BUSINESS

**with an in-house
accounting or
ERP system**

Get in touch with an IMDA pre-approved Access Point provider to help you get connected to the Peppol Network

PEPPOL-READY ACCESS POINT PROVIDERS



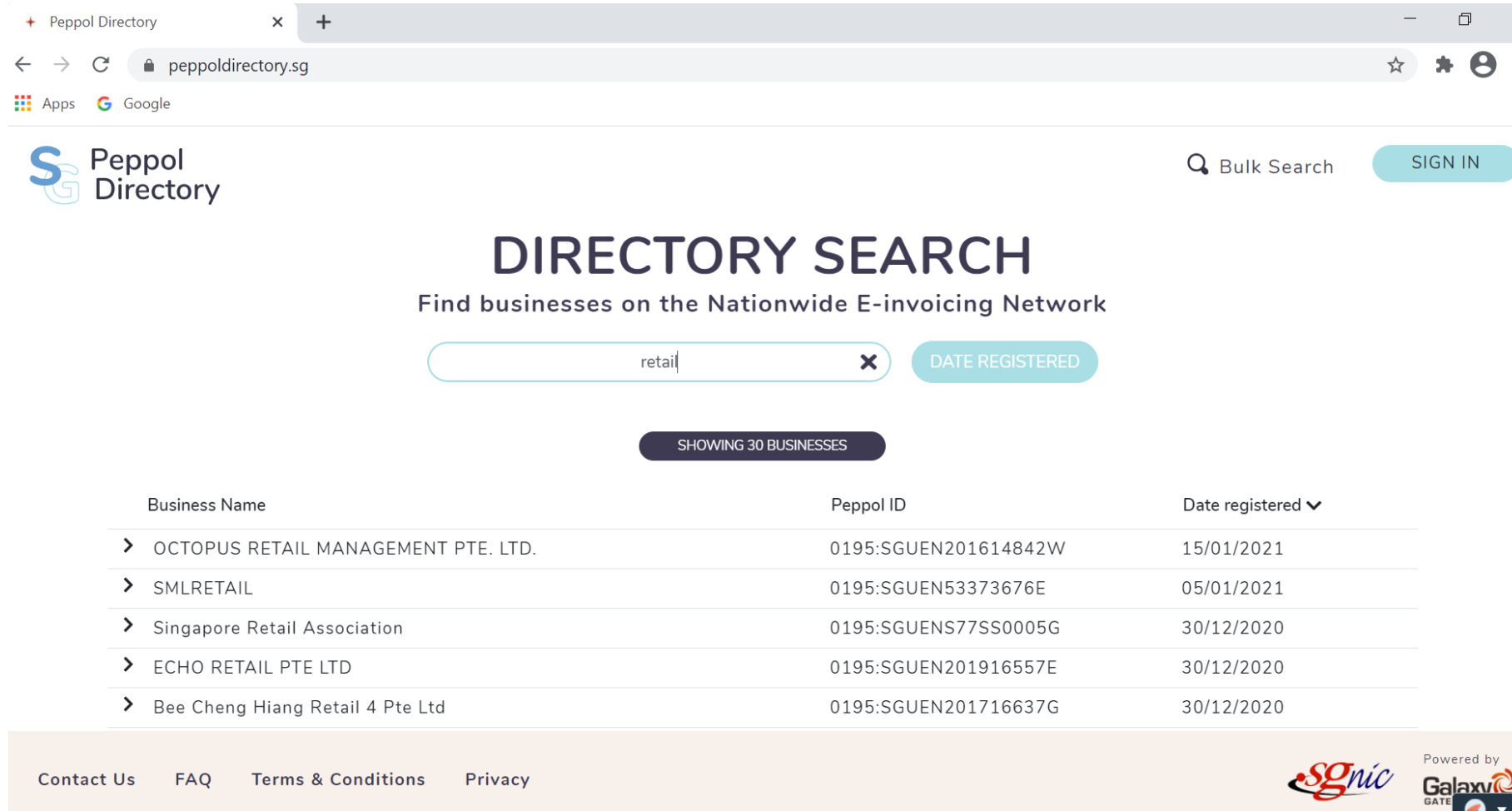
Simplify Operations, Spend Smarter.



And many more...

FIND OUT IF YOUR BUSINESS PARTNERS ARE ALREADY CONNECTED

Visit the **Singapore Peppol Directory** at www.peppoldirectory.sg to find out if your business partners are already connected to the InvoiceNow network



The screenshot shows a web browser window with the URL www.peppoldirectory.sg. The page features the Peppol Directory logo, a search bar with the text "retail", and a "DATE REGISTERED" filter. Below the search bar, a button indicates "SHOWING 30 BUSINESSES". A table lists the search results with columns for Business Name, Peppol ID, and Date registered.

Business Name	Peppol ID	Date registered
> OCTOPUS RETAIL MANAGEMENT PTE. LTD.	0195:SGUEN201614842W	15/01/2021
> SMLRETAIL	0195:SGUEN53373676E	05/01/2021
> Singapore Retail Association	0195:SGUENS77SS0005G	30/12/2020
> ECHO RETAIL PTE LTD	0195:SGUEN201916557E	30/12/2020
> Bee Cheng Hiang Retail 4 Pte Ltd	0195:SGUEN201716637G	30/12/2020

At the bottom of the page, there are links for "Contact Us", "FAQ", "Terms & Conditions", and "Privacy". The footer also includes the logos for "sgnic" and "Galaxy GATE", with the text "Powered by" above the Galaxy GATE logo.

HOW TO SEND AND RECEIVE E-INVOICE

SENDING AN E-INVOICE

Select create invoice

eInvoice.sg

Create invoice

[Invoices](#) [Received Invoices](#) [Customers](#) [Settings](#) [Logout](#)

Search...

Invoices failed to transmit to customer

Invoice Date	Invoice Number	Customer Name	Amount	Status	Transmission Mode	Last Modified
10/11/2020	1011	DataPost Test	10.70	Error	Peppol	07:27PM, 10/11/2020
10/11/2020	1011	DataPost Test	9.63	Error	Peppol	07:32PM, 10/11/2020
10/11/2020	test 1011	DataPost Test	118.77	Error	Peppol	08:05PM, 10/11/2020

SENDING AN E-INVOICE

Select your recipient

Peppol ID of your recipient

Customer Info

Company Name IMDADEMO02 change	Peppol ID 0195:sgtstimdademo02	UEN sgtstimdademo02	Email
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Fill in all mandatory fields that are marked “*”

* Document Type: Invoice Credit Note

* Currency: SGD

* Invoice Number: 001

Invoice Due Date: 2021-06-30

Shipment Mode: Default Delivery

Attachment: [upload icon]

* Invoice Date: 2021-06-21

Customer PO Number: 012

* Payment Term: 30

#	Description *	Quantity	Unit Price	Amount	GST	GST Amount	Total Amount
1	Red Pen	1	23	23.00	Standard 7% v	1.61	24.61
2	Blue Pen	1	23	23.00	Standard 7% v	1.61	24.61

+ Add a row

Select send now



RECEIVING AN E-INVOICE

← → ↻ peppol.datapost.com.sg/app/peppol/invoice/home

Document Management IMDADEMO
IMDADEMO02

Document Listing - Received Filter Upload Document Create Document Search Export Download Failed Document Upload

<input type="checkbox"/>	Document Type	Uploaded On	Document No	Sender Peppol Id	Receiver Peppol Id	Amount
<input checked="" type="checkbox"/>	Invoice	2021-Jun-21 03:43 PM	001	0195:SGTSTIMDADEMO01	0195:sgtstimdademo02	SGD 49.22
<input type="checkbox"/>	Invoice	2021-Jun-21 03:17 PM	RENEWAL-FACT	0195:SGUEN199206146Z	0195:SGTSTIMDADEMO00	SGD 1070.00
<input type="checkbox"/>	Invoice	2021-Jun-21 03:14 PM	INVB2100000013	0195:SGUEN200200017N	0195:SGTSTIMDADEMO00	SGD 2500.00
<input type="checkbox"/>	Invoice		RENEWAL-FACT	0195:SGTSTIMDADEMO01	0195:SGTSTIMDADEMO00	SGD 1070.00
<input type="checkbox"/>	Invoice			0195:SGUEN201104002N	0195:SGTSTIMDADEMO00	SGD 1.00
<input type="checkbox"/>	Invoice			0195:SGUEN201333490K	0195:SGTSTIMDADEMO00	SGD 0.00

001 View Document Download Document

Invoice Hash 0010195:SGTSTIMDADEMO01SG2021-Jun-21-12-00-AM

Document Type Invoice (SG)

Communication Channel Access Point

Client Reference

Server Receipt

Sender Peppol Id 0195:SGTSTIMDADEMO01

Sender Company Name

Receiver Peppol Id 0195:sgtstimdademo02

Receiver Company Name IMDADEMO02

Amount SGD 46.00

Tax SGD 3.22

Payable Amount SGD 49.22

Received On 2021-Jun-21 03:43 PM

Uploaded By n/a

Status Receive Success

Received successfully

Select view document

RECEIVING AN E-INVOICE

Example of an invoice

Tax invoice

IMDADEMO01

2021-06-21

Payment due date

2021-06-30

001

Order reference

012

Buyer reference

Amount due for payment

49.22 SGD

BUYER

IMDADEMO02

Address

10, PASIR PANJANG ROAD, #03-01,

MAPLETREE BUSINESS CITY,

SINGAPORE 117438

Singapore

SG

Legal registration ID : sgtstimdademo02 [0195]

Buyer name: IMDADEMO02

Line ID	Seller's ID	Name	Quantity	Net price	GST rate	Charge Allowance	Net amount
1		Red Pen	1 EA (Unit of measure : each)	23 SGD	SR, 7%		23.00
		Description : Red Pen					
2		Blue Pen	1 EA (Unit of measure : each)	23 SGD	SR, 7%		23.00
		Description : Blue Pen					



Start digitalising your business network today!

For more information:

<http://www.imda.gov.sg/invoicenow>
einvoice@imda.gov.sg

