## Process flow for Direct Tax payment for Corporate Net-Banking Users of IDBI Bank

1. Open website <u>https://www.incometax.gov.in/iec/foportal/</u> & Click on Login.

← → C	incometax.gov.in/iec/foportal/				⊞ ☆ ≗ :
	e-Filing Anywhere Anytime Income Tax Department, Government of India		📞 Call Us 🗸 📗 🕀 E	ingli ~   A" 🔺 A*	Login Register
	Home Individual/HUF ~ Comp	any v Non-Company v Ta	ax Professionals & Others 🗸	Downloads Help	
	My Profile         Update your Profile to avail accurate         Update Your Profile	ore-fill and enhanced user experie	nce	UPDATE YOUR EMAIL ADDRESS AND MOBILE NUMBER	
	Our Services Our Success Enabler	s News & e-Campaigns	Things To Know Ta	xpayer Voices Our Committe	d Taxpayers

2. Enter PAN / TAN or any other registered id used on this portal. Click on Continue.

← → C 🔒 eportal.ir	ncometax.gov.in/iec/foservices/#/login		२ 🖈 🛔 :
<u>a</u>	e-Filing Asymbol Astime income Tax Department, Government of Inda	t₄ Call Us ∽   🕮 English ∽   A* 🔼 A*   C Do not have an account? Regist	F
Home	e Individual/HUF × Company × Non-Compan —	y · Tax Professionals & Others · Downloads Help	
		<ul> <li>Indicates mandatory fie</li> </ul>	lds
	Login	Know about your User ID	
	PAN/ AADHAAR/ OTHER USER ID Continue >	For Individuals (Salande employee, Senior citizen, Self-employed, NRI) For Individuals (Salande employee, Senior citizen, Self-employed, NRI) For Other Than Individuals (Company, Trust, AOP, AJP, BOI, Firm, Local Authority)	
	< Back	Aadhaar Number For Individuals (Salaried employee, Senior citizen, Self-employed, NRI)	
	Other ways to access your account	Other User ID For Chartered Accountant, Tax Deductor and Collector, e-Return Intermediany, TIN 2.0 Stakehoklers, External Agency, ITOREIN ARCA (Authonsed Representative Chartered Accountant) followed by 6 digit number TAN (Tax Deductor & Collector) Show More	

3. Enter password, tick on check-box and click Continue.

<u> </u>	e-Filing Anywhere Asymmetry koom Tar Dipatriest Government of India	Call Us ∽   ⊕ English ∽   A* I A*   O Do not have an account? Register
Home 	e Individual/HUF ~ Company ~ Non-Company ~	Tax Professionals & Others 😙 Downloads Help
	-	* Indicates mandatory fields
	Login   PAR   Sequencees Message   I am Indian   Please confirm your secure access message * (*)   Cater password for your e-Filing account   Password *   Continue >   Continue >   Cater	

4. In e-File Tab, Select E-Pay Tax.

e-Filing Arywrit	ere Arytime overment of Inde		S Call	Js ~   /	A* \Lambda A* 🛛 🛈	Sourav Gupta ~ Individual
Dashboard e-File ~	Authorised Partners ~	Services	<ul> <li>Pending Actions ~</li> </ul>	Grievan	ices ~ Help	Sessian Time
in co	me Tax Returns	>				
in co	me Tax Forms	>				
E-Pa	y Tax					
Ve <sub>Subi</sub> Your <sup>Prep</sup>	nit Tax Evasion Petition Or Benami enty Holding	tal	Sourav!			
Profile Statu	s:0% Complete					
You can a	vail following services:			Update P	Profile to avail follo	wing services
Sec. Fil	e Return e return through e-file menu				Condonation Request	
S Fil	e Forms e forms through e-file menu				Download Pre-filled X	ML
Ve	<b>/erify Return</b> rify your return				Register as Represent	tative
Ot Av	h <b>er Services</b> all other available services				Register to Act on beh Person	alf of Another
For more deta	ils: View Guided Tour				Authorize Another Pe behalf of Self	rson to act on
					Manage ITD Reporting	) Entity /ITD REIN)

## 5. Click on New Payment.

e-Fili	ing Anywhere Anylina Department, Government o	) f India		📞 Call Us	~ A" 🗛 A*	O Sourav Gupta ~ Individual
Dashboard	e-File ∽	Authorised Partners 🛩	Services ~	Pending Actions ~	Grievances ~ F	telp Session Time 1 3 :
Dashboard > e-Pay	y Tao:					
e-Pay Ta	ax					+ New Paymer
Saved D	Drafts (	Generated Challans	Payment History			
						🛢 Delete \Xi Filter
	Type of Paymen	t	Assessment	Year	Saved On	Action(s)
	Advance Tax(100)		2022-23		07-Jun-2021	:
	Advance Tax(100)		2022-23		05-Jun-2021	ŧ
Rows per p	age 05 •				K	< 1 of 1 pages >>>
Go To Dasht	board					
Need Help?						

6. Click on Proceed of the applicable tax tab.

e-Filing Asystem Argine	€ Call Us ~ 🛛 🗛	A* Sourav Gupta ~ Individual
Dashboard e-File ~ Authorised Partners ~	Services - Pending Actions - Grievanc	es ~ Help Session Time 1 4 1 4 1
Dashboard > e-Pay Tax > e-Pay Tax		
New Payment		Find your tax payment category
Income Tax Advance Tax (100), Self Assessment Tax (300), Tax on Distributed Income to Unit Holders (107) Read More	Demand Payment as Regular Assessment Tax (400) Payment of demand raised against previous years processed returns	Equalisation Levy/ STT/ CTT Equalisation Levy (119), Commodities Transaction Tax (800), Securities Transactions Tax (ST., Read More
Proceed	Proceed	Proceed
Fact Other Desmanle	06 00 (TDD av Sele of Germeté)	Demond Desmont for TDC or Descet
Fee/ Unter Payments Fees, Wealth Tax, Fringe Benefit Tax, Banking Cash Transaotion Tax, Interest Tax, Hotel Receipts Read More	Payment of TDS on Sale of Property	Demain Payment for TUS on Property Payment of demand raised by TDS-CPC against TDS on Sale of Property
Proceed	Proceed	Proceed
26 QC (TDS on Rent of Property)	Demand Payment for TDS on Rent of	26 QD (TDS on Payment to Resident

7. Fill in the details and click on Continue.

	tners - Services -	Pending Actions V	Grievances ~ I	telp Session Time 1 9 : 4 6
Dashboard > e-PayTax				
1 2	→ 3			
Add Tax Applicable Add Tax Break Up Details Details	Add Payment Details			
PAN:				
				<ul> <li>Indicates the mandatory fields</li> </ul>
Assessment Year *	Type of Payment (N	Ainor Head) *		
2023-24 -	Advance Tax (10	i0) <del>-</del>	•	
Financial Year is 2022-23 for the selected	Tax Applicable (M (Other than Comp	lajor Head) is Income Tax anies) (0021)		
Assessment Year 2023-24	(			
< Back				Continue >
Instructions				

8. Enter values in tax components and click on Continue.

e-Fi	iling Anywhore Anyd ax Department, Governmen	mo 1 of India	🍋 Cal	IUs ~ │ � English ~	A" 🔺 A*	Sourav Gupta ~     Individ ual
Dashboard	e-File ~	Authorised Partners	<ul> <li>Services </li> </ul>	Pending Actions ~	Grievances ~	Holp Session Time 1 9 : 5 4
Dashboard > e-Pay	/ Tax					
Add Tax Applica Details	uble y	2 Add Tax Break Up Details	Add Payment Details			
New Pa	yment					* Indicates the mandatory fields
(а) ⊤ах						₹ 1,500
(b) Surchar	ge					₹ 0
(o) Cess						₹ 0
(d) Interest						~ 0
(e) Penalty						
(f) Others						
Total (a + b	+ c + d + e +	n			_	₹ 1,500
In words					Ri	upees One Thousand Five Hundred Only
< Back						Save As Draft Continue >

Add Tax Applicable Add Tax Break Up Add Paywest Details Details Details	
Solect Payment Prodex And Make Mode	
New Payment	<ul> <li>Indicates the mandatory fields</li> </ul>
Net Banking Debit Card Pay at Bank Counter RTGS/NEFT	Payment Gateway 🚯
Taxpayer can avail this facility if . a) You have a bank account with net-banking facility, and b) Your bank is amongst the banks that provide the e-payment facility.	
O MI HOFC BANK	
O 🙏 AXIS BANK O 🌈 ICICIBAN K 💿 Other Bank	)
Other Bank *	
IDBI BANK -	
Can't find your bank? Online payment can be done via authorised Banks only.	
< Back	Save As Draft Continue >

9. For Net-Banking mode, select IDBI BANK from dropdown list and click on Continue.

10. Confirm tax payment details and click on Pay Now.

eview			Edin
Payment Details			
Assessment Year 2023-24 Payment Mode Net Banking	Financial Year 2022-23	Tax Applicable (Major Head) Income Tax (Other than Companies) (0021)	Type of Payment (Minor Head) Advance Tax (100)
Bank Name IDBI Bank			
Tau Burala un Dataila			
Tax Break up Details			
(a) Tax			₹ 1,500
(b) Surcharge			₹ 0
			a 0
(o) Cess			
(c) Cess (d) Interest			र 0
(o) Cess (d) Interest (e) Penalty			र ० र ०
(d) Dess (d) Interest (e) Penalty (f) Others			ې د د م ک
(c) Cess (d) Interest (e) Penalty (f) Others Total (a + b + o + d + a + f)			् २० २० २० २० २० २० २० २० २० २० २० २० २०

11. Accept Terms and Conditions & click submit to bank.

## 12. Click on Corporate Netbanking.

(i) IDBI BANK	
	CBDT TAX PAYMENT
	Corporate Netbanking Retail Netbanking

13. Enter Corporate ID.User ID and click Continue to login.

<b>IDBI BANK</b>	會 日 總 車 🖌
Login to Corporate Internet Banking Corporate ID.User ID*	
Example1DBIBANK.RAVI CONTINUE TO LOGIN True 128-bit Extended Validation SSL Certificates. The most trusted and secure choice for Web aite security helps attract more customers to your aite and gives them the confidence to complete their transactions, while enabling the strongest SSL. Oightal Signature (DSC) User? Download emSigner Document	
	BEWARE!
DO NOT reply to emails claiming to be from IDBI Bar	ik asking for your Login ID, Passwords, account details etc for ANY REASON whatsoever. These are fraudulent phishing emails.  E IF  ALWAYS

14. Enter login password and click on login.

IDBI e-Banking:Corporate Interne × +	
← → C	00LXa0CuVVvHF7y_BX6gVBocU:1cv0bnb7f?bwayparam=smTKx6XUPzUmd7IO8hDwbqThoCO0p%2F2s6I 💁 🛧 👔 👔
Login to   Corporate Internet Banking.   Degree   Deroreste IDLiker ID   Password**   -     LOG IN     BACK	WELCOME TO IDBI BANK INTERNET BANKING
Entrust Store Virtual Debit Card Virtual Debit Card Virtual Debit Card Virtual Debit Card Virtual Debit Card	Construction of the second construction of the s

15. Select Debit Account Number from drop down list & click on Continue.

New Request I	Details	Preview and Confirm	Summary	
PAN/TAN Number:		CRN:	22090600000402	
Assessment Year:	2023-24	Payment Mode:	Internet Banking	
Major Head:	0021	Minor Head:	100	
Basic Tax:	1,500.00	Penalty:	0.00	
Education Cess:	0.00	Sur Charge:	0.00	
Others:	0.00	Interest:	0.00	
Challan Validity Date:	21/09/2022	Total Amount:	1,500.00	
Debit Account Number :*		SHRI		
	Available Balance : INR 6	2,92,683.93		
			co	NTINUE

- 16. For multi-level authorization (maker-checker), select rule id and in case of "select approver":
  - a. Select approver by clicking on Lookup and select a particular approver from list. Only this particular approver will be able to see this transaction in his/her approval queue.
  - b. Do not select approver and leave "Select User" space blank. All the approvers as per rule/setup will be able to see this transaction in his/her approval queue. Any of the approvers will be to approve the transaction.
- 17. Enter transaction password and click on Submit.

			3
New Reque	st Details	Preview and Confirm	Summary
PAN/TAN Number:		CRN:	22090600000402
Assessment Year:	2023-24	Payment Mode:	Internet Banking
Major Head:	0021	Minor Head:	100
Basic Tax:	1,500.00	Penalty:	0.00
Education Cess:	0.00	Sur Charge:	0.00
Others:	0.00	Interest:	0.00
Challan Validity Date:	21/09/2022	Total Amount:	1,500.00
Debit Account Number :			
554722		1 ENT + 1 APR	Yes
554722 Select Approver	Select User I Remarks	1 ENT + 1 APR	Yes
554722 Select Approver	Select User I Remarks firm the transaction	1 ENT + 1 APR	Yes
554722 Select Approver Enter your credentials to con	Select User U Remarks	1 ENT + 1 APR	Yes

- 18. Do not close/refresh the webpage, as redirection to E-filing portal (TIN 2.0) will occur.
  - For single authorization corporate user, tax payment will be completed here.
  - For multi-level authorization (maker-checker), tax payment request will be sent to approver.

[102267] The request	t is successfully sent for corpora	ate approval. Ref. ID: 4992952	
~			3
New Request Details		Preview and Confirm	Summary
PAN/TAN Number:		CRN:	22090600000402
Assessment Year:	2023-24	Payment Mode:	Internet Banking
Major Head:	0021	Minor Head:	100
Basic Tax:	1,500.00	Penalty:	0.00
Education Cess:	0.00	Sur Charge:	0.00
Others:	0.00	Interest:	0.00
Challan Validity Date:	21/09/2022	Total Amount:	1,500.00

19. For single authorization corporate user, tax payment receipt maybe downloaded from the efiling portal. For multi-level authorization (maker-checker), transaction status will be awaiting bank confirmation.

<b>A</b>	e-Filing Anywhow Anysine Nome Sac Department, Generment of Issa	⁵ <sub>se</sub> Call Us ∽ 🛛 A* 🚺 A*	O Sourav Gupta ∨ Individual	
Dashboard Deshboard	e-File - Authorised Partners - Service e-Pay Tax	ns v Pending Actions v Guievances v He	abp Session Time 1 4 1 5 6	
Add Tax App Denais	ikable Add Tas Break Up Add Pay Details	nient Details		
	Zelect Payment Preview And Make Adde Payment			
A wait Makat 1. The s 2. Forfa	ting Bank Confirmation against this CRNI rassoction is complete, please connect with your checker for tatus will be updated once checker approval is in place, rther details, kindly connect with you bask.	арриоval before challan expires.		
< Bac	k		Make Another Payment	
tindia india	agge w.in. gend of radio	Feedback   Website Pulicie This site is best viewed in 1024 *769 resolution with bree Copyright © Income Tax Department, Mi	es (Accessibility Statement   Stite Map   Browser Support   Last reviewed and updated on : 10-Jur-2021 st version of Chrome, Firefox, Safariand Internet Explorer. Inisity of Finance, Government of India. All Rights Reserved	

20. The transaction initiator (maker id) can go to Menu > Approval Queue > View approval queue, select the transaction record and scroll down at page bottom, click More Actions to:Recall – Delete the transaction.

Update Next Approver – Change the next approver and assign the transaction to another approver.

Pend	ling For A	pproval						
Bear	ah Q							
Appro	val Queue							
Select	Transaction Reference ID	Request Type	Identification Code	Amount	Initiation Date	Initiated By	Request Status	Uploaded File
~	4992891	CBDT TIN2 CBDTPT Payments	22082300000115	INR 1,200.00	23/08/2022	USER2	Pending for Corporate Approval	
	4992608	CENTRAL BOARD OF DIRECT TAXES CHALLAN NO./ITNS 280	ADTPI1222J	INR 704.00	04/08/2022	USER2	Pending for my Approval	
	4992513	CBDT TIN2 CBDTPT Payments	22080300000009	INR 1.00	03/08/2022	USER2	Pending for my Approval	
	4992512	CBDT TIN2 CBDTPT Payments	2208030000005	INR 1.00	03/08/2022	USER2	Pending for my Approval	
-	4992337	OST OSTN Payments	22070800000172	INR 1,123.00	12/07/2022	USER1	Pending for Corporate Approval	

	4992254	GST GSTN Payments	22060800000491	INR 1,604.00	29/06/2022	USER1 Pending for Corporate Approval
						Page Number GO Page 1 of 2 < >
More Ac	tions: Type to se	arch 🚽	ок			APPROVE REJECT
More Ac	Type to se	search	ок			APPROVE REJECT
More Ac	Type to se Type to se Recall	search	ок			APPROVE REJECT

21. Approver opens IDBI Bank Corporate Banking Login Page. Enter Corporate ID.User ID and click on Continue to login.

	WELCOME TO IDBI BANK INTERNET BANKING	
Login to Corporate Internet Banking Corporate Duter (P		
Example:IDBIBANK.RAVI CONTINUE TO LODIN Tus 1294b Enaded Visitorio SEL Certificatas The montinated and acture tables for Web site accurity		
halps attract more extorman to yours the and yours than the confidence to complete that im ansa you only the the strangest as a sing the strongest SSL. Urginal Signamer(SSC) her? Bowers de endinger Document		Can work of the
	BEWARE!	
DO NOT reply to emails claiming	to be from IDBI Bank asking for your Login ID, Passwords, account details etc for ANY REA	SON whatsoever. These are fraudulent phishing emails.
https://www	Bhttps:// Bhttps://www.	
Important Links Terms & Conditions Internet Banking Demo FAQs. Downloads	Safe Internet Banking Do and Dont Apply Now for Bank products Recommended minim	num software requirements

22. Enter login password and click on login.

	WELCOME TO IDBI BANK INTERNET BANKING
Corporate Internet Banking Image: Corporate ID User ID	
Passwords	
LOG IN BACK	
	Cet groceries delivered b Get groceries delivered b Get groceries delivered b transformation
Entrust for the second	Atoma eard of the lane date many the second
transetions	Christian Constraints (Constraints)
Important Links Terms & Conditions Internet Banking Demo FAQs, Download	ds Safe Internet Banking Do and Dont Apply Now for Bank, products Recommended minimum software requirements

23. Click Menu >Approval Queue> View Approval Queue. Use search option to retrieve transaction. Tick checkbox of the transaction to be approved & click on Approve. The approver may click on transaction reference id of the transaction record to view details.

Appro	oval Queue	View Approval Queue						0
Donc		pproval						
Searc		ppiovai						
ocure								
Approv	val Queue							
Select	Transaction Reference ID	Request Type	Identification Code	Amount:	Initiation Date	Initiated By	Request Status	Uploaded File
$\checkmark$	4992968	CBDT TIN2 CBDTPT Payments	22090900000077	INR 1,500.00	09/09/2022	USER1	Pending for my Approval	
	4992891	CBDT TIN2 CBDTPT Payments	22082300000115	INR 1,200.00	23/08/2022	USER2	Pending for Corporate Approval	
	4992608	CENTRAL BOARD OF DIRECT TAXES CHALLAN NO./ITNS 280	ADTPI1222J	INR 704.00	04/08/2022	USER2	Pending for Corporate Approval	
	4992513	CBDT TIN2 CBDTPT Payments	2208030000009	INR 1.00	03/08/2022	USER2	Pending for Corporate Approval	
	4992512	CBDT TIN2 CBDTPT Payments	2208030000005	INR 1.00	03/08/2022	USER2	Pending for Corporate Approval	
		GST GSTN					Pending for	

24. Check tax payment details and observe that challan validity date is not expired. Enter transaction password and click Approve.

		2	3
New Request	Details	Preview and Confirm	Summary
PAN/TAN Number:		CRN:	2209090000077
Assessment Year:	2023-24	Payment Mode:	Internet Banking
Major Head:	0021	Minor Head:	100
Basic Tax:	1,500.00	Penalty:	0.00
ducation Cess:	0.00	Sur Charge:	0.00
)thers:	0.00	Interest:	0.00
Challan Validity Date:	24/09/2022	Total Amount:	1,500.00
Debit Account Number :			
Additional Details			
	Remarks		
Enter your credentials to confi	rm the transaction		
Confirmation Details			
	Transaction Password*		

25. Tax payment is completed. Click on printer icon to print tax payment receipt.

Cyber Receipt				
[104151] The reques	st is approved successfully. Ref. ID: [49	92968]		
New Reque	st Details	Preview and Confirm	Summany	
PAN/TAN Number:		CRN:	2209090000077	
Assessment Year:	2023-24	Payment Mode:	Internet Banking	
Major Head:	0021	Minor Head:	100	
Basic Tax:	1,500.00	Penalty:	0.00	
Education Cess:	0.00	Sur Charge:	0.00	
Others:	0.00	Interest:	0.00	
Transaction Date:	09/09/2022 12:07:40	Total Amount:	1,500.00	
CIN:	22090900000077IBKL	Bank Reference Number:	199130068	
RDANCH-	BELAPUR, NAVI MUMBAL	BSR:	6910333	

26. Tax payment receipt / status can also be retrieved by

- a. Login in to e-filing portal > e-file> e-Pay Tax > Payment History Tab.
- b. From IDBI Bank Corporate Netbanking login> Menu > Tax payment > Cbdt Challans.

e-Filing Anywhere Any Income Tax Department, Governme	ine t of India	📞 Call Us 1	Call Us V A A A O Sourav Gupta V	
Dashboard e-File ~	Authorised Partners ~ Servic	as ∞ Pending Actions ∞	Grievances ~ Help	Session Time 1 3 : 4 7
Dashboard > e-Pay Tax				
e-Pay Tax				+ New Payment
Saved Drafts	Generated Challans Payment H	story		
				🛙 Delete 🗦 Filter
Type of Payme	ant Ass	essment Year	Saved On	Action(s)
Advance Tax(10	D) 202	2-23	07-Jun-2021	ŧ
Advance Tex(10	D) 202	2-23	D5-Jun-2D21	ŧ
Rows per page 05 *			ا< < 1∢	of1 pages > >
Go To Dashboard				
Need Help?				