

Company: NTT DATA Philippines, Inc.  
Information Owner: ERP Microsoft Team

# BIR Tax Assist Overview

NTT DATA PHILIPPINES

**NTT data**

Trusted Global Innovator

Dynamics 365 Business Central



Gold

**Microsoft  
Partner**



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# General Overview

BIR Tax Assist is an add-on solution to Microsoft Dynamics 365 Business Central in the Philippines that automates the calculation of Withholding Tax and manages compliance with statutory tax reports.

NTT DATA Philippines, Inc. has developed the localization to help companies manage their tax computation processes and tax reports generation required by the Bureau of Internal Revenue (BIR) – the local tax agency in the Philippines.

BIR mandates all businesses operating in the Philippines to comply with country-specific tax laws and regulations.

# Localization Features

With BIR Tax Assist, companies can generate BIR-required reports in just a click which can readily be printed to the BIR-required document format. The localization covers the following BIR requirements:

- Automated calculation of the following withholding tax:
  - WHT Classification
    - Creditable
    - Expanded
    - Final
  - WHT Type
    - Upon Invoice
    - Upon Payment

# Localization Features

- Generation of the following forms/reports:
  - VAT Reports
    - Summary List of Purchases (Input VAT)
    - Summary List of Sales (Output VAT)
    - VAT Report (Input/Output VAT)
  - WHT Reports
    - BIR Form 2307
    - Monthly Alphalist of Payees (MAP) – EWT
    - Summary Alphalist of Withholding Agents of Income Payments Subjected to Withholding Tax At Source (SAWT) – CWT
  - Books of Accounts
    - General Journal
    - General Ledger
    - Cash Receipts Journal
    - Cash Disbursements Journal
    - Sales Journal
    - Purchases Journal
    - Inventory Journal

# Snapshots of Tax Setup and Tax Reports

- VAT Calculations on Purchase Order and Sales Order Transactions (1/2)

PURCHASE ORDER 106259 · Custom Metals Incorporated ✓ SAVED

Process Release Posting Order Request Approval Print/Send Navigate More options

Lines Manage More options

TYPE	NO.	DESCRIPTION	LOCATION CODE	QUANTITY	UNIT OF MEASURE CODE	DIRECT UNIT COST EXCL. VAT	LINE AMOUNT EXCL. VAT
Item	1906-S	ATHENS Mobile Pedestal	BLUE	20	PCS	4,300.00	86,000.00

Subtotal Excl. VAT (PHP)	86,000.00	Total Excl. VAT (PHP)	86,000.00
Inv. Discount Amount (PHP)	0.00	Total VAT (PHP)	10,320.00
Invoice Discount %	0	Total Incl. VAT (PHP)	96,320.00

### G/L Entries Preview

Search Open in Excel More options

POSTING DATE	G/L ACCOUNT NO.	G/L ACCOUNT NAME	DESCRIPTION	GEN. POSTING TYPE	GEN. BUS. POSTING GROUP	GEN. PROD. POSTING GROUP	AMOUNT
7/18/2019	7110	Purch., Retail - Dom.	Order 106259	Purchase	DOMESTIC	RETAIL	86,000.00
7/18/2019	5781	NDPH - Input VAT	Order 106259				10,320.00
7/18/2019	5410	Vendors, Domestic	Order 106259				-95,460.00
7/18/2019	5810	Withholding Taxes Payable	Order 106259				-860.00

# Snapshots of Tax Setup and Tax Reports

- VAT Calculations on Purchase Order and Sales Order Transactions (2/2)

G/L Entries Preview							
<input type="text" value="Search"/>		<input type="button" value="Open in Excel"/>		<input type="button" value="More options"/>		<input type="button" value="Filter"/>	
POSTING DATE	G/L ACCOUNT NO.	G/L ACCOUNT NAME	DESCRIPTION	GEN. POSTING TYPE	GEN. BUS. POSTING GROUP	GEN. PROD. POSTING GROUP	AMOUNT
7/18/2019	6110	Sales, Retail - Dom.	Order 1351	Sale	DOMESTIC	RETAIL	-50,000.00
7/18/2019	5783	NDPH - Output VAT	Order 1351				-6,000.00
7/18/2019	2310	Customers Domestic	Order 1351				56,000.00

SALES ORDER

✓ SAVED

# 1351 · Progressive Home Furnishings

Process

Release

Posting

Prepare

Order

Request Approval

Print/Send

Navigate

More options

TYPE	NO.	DESCRIPTION	LOCATION CODE	QUANTITY	UNIT OF MEASURE CODE	UNIT PRICE EXCL. VAT	LINE AMOUNT EXCL. VAT
Item	1906-S	ATHENS Mobile Pedestal	BLUE	10	PCS	5,000.00	50,000.00

Subtotal Excl. VAT (PHP)

50,000.00

Total Excl. VAT (PHP)

50,000.00

Inv. Discount Amount Excl. V...

0.00

Total VAT (PHP)

6,000.00

Invoice Discount %

0

Total Incl. VAT (PHP)

56,000.00

# Snapshots of Tax Setup and Tax Reports

- Value-Added Tax (VAT) Reports (1/2)

Summary List of Purchase (Input VAT)										
Taxable Month : July 2019										
TIN : 123-456-789-00000										
Company Name : NTT DATA PHILIPPINES, INC.										
Company Address : 28th Floor 88 Corporate Center Building, Sedeno-Valero Sts., Salcedo Village, 1227, Makati City, Philippines										
Payer's TIN	Registered Name	Vendor Address	Exempt Purchase	Zero Rated Purchase	Vatable Purchase	Purchase of Services	Purchase of Capital Goods	Purchase of Goods	Input Tax	Gross Taxable Purchase
015-724-888-000	Custom Metals Incorporated	SP ORCELL 2 Building, 1611 Quezon Avenue, West Triangle, Quezon City	0.00	0.00	6,450,000.00	0.00	0.00	6,450,000.00	774,000.00	7,224,000.00
121-666-327-000	AR Day Property Management	U002 Alabang Business Tower 1216 Acacia Ave., Madrigal Business Park Alabang, Muntinlupa City	150,000.00	0.00	0.00	0.00	0.00	0.00	0.00	150,000.00
222-612-628-000	WoodMart Supply Co.	Unit 7 Lester and Jordan Building Lot 3 Blk J,, LTZ Binaan Laguna,	20,000.00	27,550.00	0.00	0.00	0.00	0.00	0.00	47,550.00
125-382-855-000	Mortinor Car Company	40-A Data St. Brgy. Don Manuel, Sta. Mesa Heights, Quezon City	0.00	0.00	1,500,000.00	0.00	1,500,000.00	0.00	180,000.00	1,680,000.00
TOTAL			170,000.00	27,550.00	7,950,000.00	0.00	1,500,000.00	6,450,000.00	954,000.00	9,301,550.00

Summary List of Purchases (SLP)

Summary List of Sales (Output VAT)							
Taxable Month : July 2019							
TIN : 123-456-789-00000							
Company Name : NTT DATA PHILIPPINES, INC.							
Company Address : 28th Floor 88 Corporate Center Building, Sedeno-Valero Sts., Salcedo village, 1227, Makati City, Philippines							
Payer's TIN	Registered Name	Customer Address	Exempt Sales	Zero Rated Sales	Vatable Sales	Output Tax	Gross Taxable Sales
123-456-789-0000	Progressive Home Furnishings	107 Esteban St., Legaspi Village, Makati City	0.00	0.00	331,000.00	39,720.00	370,720.00
003-167-676-0000	New Concepts Furniture	#112 Gamboa Street., Villa Verde Subdivision, Imus, Cavite City	2,000.00	0.00	0.00	0.00	2,000.00
102-471-879-0000	Deerfield Graphics Company	19 King Pin St. Vermont Royal Subd., Marcos Highway, Antipolo	0.00	4,550,000.00	0.00	0.00	4,550,000.00
TOTAL			2,000.00	4,550,000.00	331,000.00	39,720.00	4,922,720.00

Summary List of Purchases (SLP)



# Snapshots of Tax Setup and Tax Reports

- Value-Added Tax (VAT) Reports (2/2)

VAT REPORT (INPUT/OUTPUT TAX)

7/18/2019 4:40 PM

Printed by BCADMIN

1


Taxable Month	July 2019
TIN	123-456-789-00000
Company Name	NTT DATA PHILIPPINES, INC.
Company Address	28th Floor 88 Corporate Center Building, Sedeno-Valero Sts., Salcedo Village, 1227, Makati City, Philippines

Transaction	Tax Payers ID No.	Registered Name	Address	Taxable Amount	Tax	Gross Taxable
PURCHASE	015-724-688-000	Custom Metals Incorporated	SF ORCELL 2 Building, 1611 Quezon Avenue, West Triangle, Quezon City	6,450,000.00	774,000.00	7,224,000.00
	121-666-327-000	AR Day Property Management	U802 Alabang Business Tower 1216 Acacia Ave., Madrigal Business Park Alabang, Muntinlupa City	150,000.00	0.00	150,000.00
	222-612-628-000	WoodMart Supply Co.	Unit 7 Lester and Jordan Building Lot 3 Bkl 3., LTI Bihan Laguna	47,550.00	0.00	47,550.00
	125-381-855-000	Mortinor Car Company	40-A Data St. Brgy. Don Manuel, Sta. Mesa Heights, Quezon City	1,500,000.00	180,000.00	1,680,000.00
	123-456-789-0000	Progressive Home Furnishings	107 Esteban St., Legaspi Village, Makati City	331,000.00	39,720.00	370,720.00
SALES	003-167-676-0000	New Concepts Furniture	#112 Gamboa Street, Villa Verde Subdivision, Imus, Cavite City	2,000.00	0.00	2,000.00
	102-471-879-0000	Deerfield Graphics Company	19 King Pin St. Vermont Royal Subd., Marcos Highway, Antipolo	4,550,000.00	0.00	4,550,000.00
PURCHASE				8,147,550.00	954,000.00	
SALES				4,883,000.00	39,720.00	
Total				-3,264,550.00	-914,280.00	

## VAT Report (Input/Output)

# Snapshots of Tax Setup and Tax Reports

- Withholding Tax (WHT) Reports (1/2)

 Republika ng Pilipinas Kapisanan ng Pangangasiapin Kawanihan ng Rentas Internas		<b>Certificate of Creditable Tax Withheld at Source</b>		BIR Form No. <b>2307</b> September 2005 (ENCS)		
1 For the period from		07/31/19 (MM/DD/YY) To		07/31/19 (MM/DD/YY)		
<b>Part I Payee Information</b>						
2	Taxpayer Identification Number	015-724-888-000				
3	Payee's Name	Custom Metals Incorporated				
(Last Name, First Name, Middle Name for Individuals) (Registered Name for Non-Individuals)						
4	Registered Address	3F ORCELL 2 Building, 1611 Quezon Avenue West Triangle, Quezon City		4A Zip Code		
5	Foreign Address			5A Zip Code		
<b>Part II Payor Information</b>						
6	Taxpayer Identification Number	123-456-789-00000				
7	Payor's Name	NTT DATA PHILIPPINES, INC.				
8	Registered Address	25th Floor 88 Corporate Center Building, Sedena-Valero Sts., Salcedo Village, Makati City, Philippines		8A Zip Code	1227	
<b>Part III Details of Monthly Income Payments and Tax Withheld for the Quarter</b>						
Income Payments Subject to Expanded Withholding tax		AMOUNT OF INCOME PAYMENTS				
	A.T.C.	1st Month of the quarter	2nd Month of the quarter	3rd Month of the quarter	Total	Tax Withheld for the quarter
Goods (Top 10% - 1%)	WC158	4,464,265.71	0.00	0.00	4,464,265.71	44,642.66
<b>Total</b>						<b>44,642.66</b>
Money Payments Subject to Withholding of Business Tax (Government or Private)						
<b>Total</b>						
We declare, under the penalties of perjury, that this certificate has been made in good faith, verified by me, and is true and correct, pursuant to the provisions of the National Internal Revenue Code, as amended, and the regulations issued under authority thereof.						
Payor/Payer's Authorized Representative/Accredited Tax Agent (Signature Over Printed Name)		TIN of Signatory	Title/Position of Signatory			
Tax Agent Accreditation No./Attorney's Roll No. (if applicable)		Date of Issuance	Date of Expiry			
Confirms:						
Payee/Payee's Authorized Representative/Accredited Tax Agent (Signature Over Printed Name)		TIN of Signatory	Title/Position of Signatory		Date Signed	
Tax Agent Accreditation No./Attorney's Roll No. (if applicable)		Date of Issuance	Date of Expiry			

BIR Form 2307

# Snapshots of Tax Setup and Tax Reports

## Withholding Tax (WHT) Reports (2/2)

**NTT DATA PHILIPPINES, INC.**  
28th Floor 88 Corporate Center Building, Sedenio-Valero Sts., Salcedo Village, 1227, Makati City, Philippines  
123-456-789-00000

**MONTHLY ALPHALIST OF PAYEES (MAP)**  
RETURN PERIOD (07/2019)

SEQ. NO.	TIN	REGISTERED NAME	RETURN PERIOD	ATC	NATURE OF INCOME PAYMENT	AMOUNT	TAX RATE	TAX WITHHELD
1	121-666-327-000	AR Day Property Management	07/19	WC160	Services (Top 10K) - 2%	75,000.00	2.00	1,500.00
					Total	75,000.00		1,500.00
2	015-724-888-000	Custom Metals Incorporated	07/19	WC158	Goods (Top 10K) - 1%	4,464,285.71	1.00	44,642.86
					Total	4,464,285.71		44,642.86
3	125-381-855-000	Mortimor Car Company	07/19	WC158	Goods (Top 10K) - 1%	892,857.14	1.00	8,928.57
					Total	892,857.14		8,928.57
4	222-612-628-000	WoodMart Supply Co.	07/19	WC158	Goods (Top 10K) - 1%	20,000.00	1.00	200.00
					Total	20,000.00		200.00
					Total	5,452,142.85		55,271.43

I declare under the penalties of perjury, that this certificate has been made in good faith, verified by me, and to the best of my knowledge and belief, is true and correct pursuant to provisions of the NIRC, and the regulations issued under the authority thereof; that the information contained herein completely reflects a summary of information on all Certificates of Creditable Withholding Tax at Source (BIR Form No. 2307/2304/2306/2316) issued by the payor that, the income payments has been declared part of the gross income/receipt in our Income Tax/VAT/Percentage Tax Returns where the taxable income was earned or received; that, the information appearing herein is consistent with the information contained in the Certificate of Tax Withheld at Source and that, inconsistent information shall result to denial of the claims for expenses.

\_\_\_\_\_  
Signature over printed name  
Taxpayer/Authorized Representative

Monthly Alphalist of Payees (MAP)

**NTT DATA PHILIPPINES, INC.**  
28th Floor 88 Corporate Center Building, Sedenio-Valero Sts., Salcedo Village, 1227, Makati City, Philippines  
123-456-789-00000

**SUMMARY ALPHALIST OF WITHHOLDING AGENTS OF INCOME PAYMENTS SUBJECTED TO WITHHOLDING TAX AT SOURCE (SAWT)**  
RETURN PERIOD (07/2019)

SEQ. NO.	TIN	REGISTERED NAME	RETURN PERIOD	ATC	NATURE OF INCOME PAYMENT	AMOUNT	TAX RATE	TAX WITHHELD
1	003-167-676-0000	New Concepts Furniture	07/19	WC158	Goods (Top 10K) - 1%	2,000.00	1.00	20.00
					Total	2,000.00		20.00
2	123-456-789-0000	Progressive Home Furnishings	07/19	WC158	Goods (Top 10K) - 1%	250,000.00	1.00	2,500.00
					Total	331,000.00		4,120.00
					Total	333,000.00		4,140.00

I declare under the penalties of perjury, that this certificate has been made in good faith, verified by me, and to the best of my knowledge and belief, is true and correct pursuant to provisions of the NIRC, and the regulations issued under the authority thereof; that the information contained herein completely reflects a summary of information on all Certificates of Creditable Withholding Tax at Source (BIR Form No. 2307/2304/2306/2316) issued by the payor that, the income payments has been declared part of the gross income/receipt in our Income Tax/VAT/Percentage Tax Returns where the taxable income was earned or received; that, the information appearing herein is consistent with the information contained in the Certificate of Tax Withheld at Source and that, inconsistent information shall result to denial of the claims for refund/tax credit.

\_\_\_\_\_  
Signature over printed name  
Taxpayer/Authorized Representative

Summary Alphalist of Withholding Agents of Income Payables Subject to Withholding Tax at Source (SAWT)

# Localization Key Benefits

- ✓ Integrates accounting data directly to the tax compliance processes
- ✓ Timely, accurate and reliable tax computations and reporting
- ✓ Flexible and adaptable tax configurations suitable to changing taxation requirements

# NTT Data

Trusted Global Innovator