TDS MAN

filing returns made easy

Smart & easy software for TDS returns

Brief Operational Synopsis

TDSMAN – Smart and easy software for TDS returns

Congratulations on selecting TDSMAN. The software will help you in preparing your TDS Returns pertaining to Forms 24Q, 26Q, 27Q & 27EQ with minimum efforts. The software has a comprehensive in-built Correction Return system.

Software Installation and Registration

To install the software right click on the SETUP file and click on 'Run as Administrator'. Follow the self-explanatory procedure and the software will get installed. A shortcut icon will be created on the desktop. Click on this to run the software.

The first time when the software is used, you will have to undergo a simple registration process using the Serial No. Just follow the simple self-explanatory steps and on successful registration you are all set to use the software.

Setting up Multi User Environment

One needs to buy the Multi User Upgrade that will enable TDMAN to be operated in the multi-user environment.

Click on "Upgrade to Multi user" option available on 'Utilities' menu and follow the steps to upgrade the software. On successful completion, TDSMAN Server Software with all existing data will be setup and will be ready to use.

Subsequently, other systems in the network can used to install the Client Software and then can be linked to the Server by providing the server path and software serial number of the server.

Steps for filing TDS returns

- Create Company (Deductor) Master
- Select TDS Form (24Q, 26Q, 27Q, 27EQ)
- Select the Financial Year, Quarter and Company. Provide Challan and corresponding Deductee details.
- After completion of all entries, generate the return and complete the validation process.
- Copy the FVU file on CD / Pen drive for submission or upload.
- Print Form 27A that is to be accompanied along with the return

Steps for filing Correction returns

- Request and download the consolidated file of this return from TRACES website.
- Import this file in software.
- Make the requisite corrections
- After corrections, generate the return and complete the validation process
- Copy the file on CD / Pen drive for submission or upload
- Print Form 27A along with the Statistical report generated at the time of file validation that is accompanied along with the return.

Importing data from Excel workbook

- Get the template for the Excel workbook
- Place Challan & Deductee data into the Excel workbook
- Validate the data in the Excel workbook & correct errors
- Correct the identified errors on the Excel workbook and re-validate
- Once successfully validated, data is imported into TDSMAN

Updating TDSMAN with the latest version

Within the software under the menu 'Utilities', one can check online for any updated version. If a new update is found, the software through an internal process automatically updates itself using the internet connection. There is also a provision for updating the software off-line in the absence of the internet connection.

Contact Us

PDS INFOTECH (P) LTD.
20 Old Court House Street
2nd Floor, Kolkata 700001
Phone: (033) 22623535, 64596006 Fax: (033) 22488451
Email: info@pdsinfotech.com