

INSTRUCTIONS ABOUT HOW TO UPLOAD BULK INTER BANK TRANSACTIONS THROUGH SBI NET BANKING:

SBI Bulk Inter Bank Transactions are uploaded in 2 steps just like SBI Bulk Intra Bank Transactions.

They are: 1 Bulk Inter Bank Third Parties upload and 2 Bulk Inter Bank Transactions upload

1. Bulk Inter Bank Third Parties Upload:

Before uploading transactions make sure that the 3rd parties relating to the transactions are added to your profile. If not, then first of all add those. Like Intra bank, it can be done both by one by one or all at a time using the bulk Inter Bank 3rd party uploading format.

Here all you have to do is to put the Party name in the column given, following by account no. (minimum 11 digits), IFS Code, Address of the Payee, Beneficiary Mobile Number, Email Id and Branch Code thereafter. Here it is obvious to say that the First 3 Columns are mandatory, i.e., you must put Payee Name, Account Number and the branch IFS code. If you do not have the remaining data, simply leave those blank. Most importantly the figure should be in Text Format only. For avoiding any error in format it is suggested to use the Format Painter. For Instance, if you copy paste the name of 3rd Parties then select the name format from my file, followed by click on Format Painter from your Tool Bar and then drag it to your data. Follow the same process for Account number, IFSC Code and so on. After you fill the columns with the data, please copy the yellow cells; paste it to note pad and save it to your computer. Now using SBI Net Banking Uploader, one can upload the Bulk Inter Bank 3rd parties at a time.

STEPS: Bulk Upload > Upload Third Parties > Click on inter Bank > Browse the note pad saved to your machine > Click Upload.

Wait for a few minutes for the necessary processing. Then click on batch inbox. If you find the same processed then logon through administrator ID and authorize the same. Your Bulk Inter Bank 3rd parties upload complete.

2. Bulk Inter Bank Transactions (NEFT/ RTGS) Upload:

It can be done by using Bulk Inter Bank Transactions Upload Format in a simple way. In serial no. 001 and in account number column please put the 11 digits account number of the SBI account to be debited followed by branch code, date of transaction, amount, unique reference number, Payee Name and description if any. From serial number 002 onwards all the date should relate to credit account. Make sure that all the figures including amount are in Text Format only. The format is prepared for 200 transactions at a time. After you feed data, please copy the required portion from the yellow cells, paste the same to a note pad and save it to your computer. Before you save please check the note pad from Top to Bottom, if you find any irregularity please make the necessary correction manually and then save.

Now, using SBI Net banking upload one can upload the bulk Inter Bank transactions at a time.

STEPS: Bulk Upload > Upload Transaction > Click on Inter Bank > Browse the note pad saved to your machine > Click Upload.

Wait for few minutes for the necessary processing. Then Click on Batch inbox. If you find the same processed then logon through Authorizer and authorize the same. Your Bulk transactions upload complete.

Please do feed the data separately for NEFT & RTGS. The minimum amount for carrying out RTGS is Rs.2 Lac at present.

Cautions: Before you authorize you are advised to check the data properly by clicking on the INB File so generated. And further to state that no one will be held responsible if any wrong data is fed to the tools.

With Regards-



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