

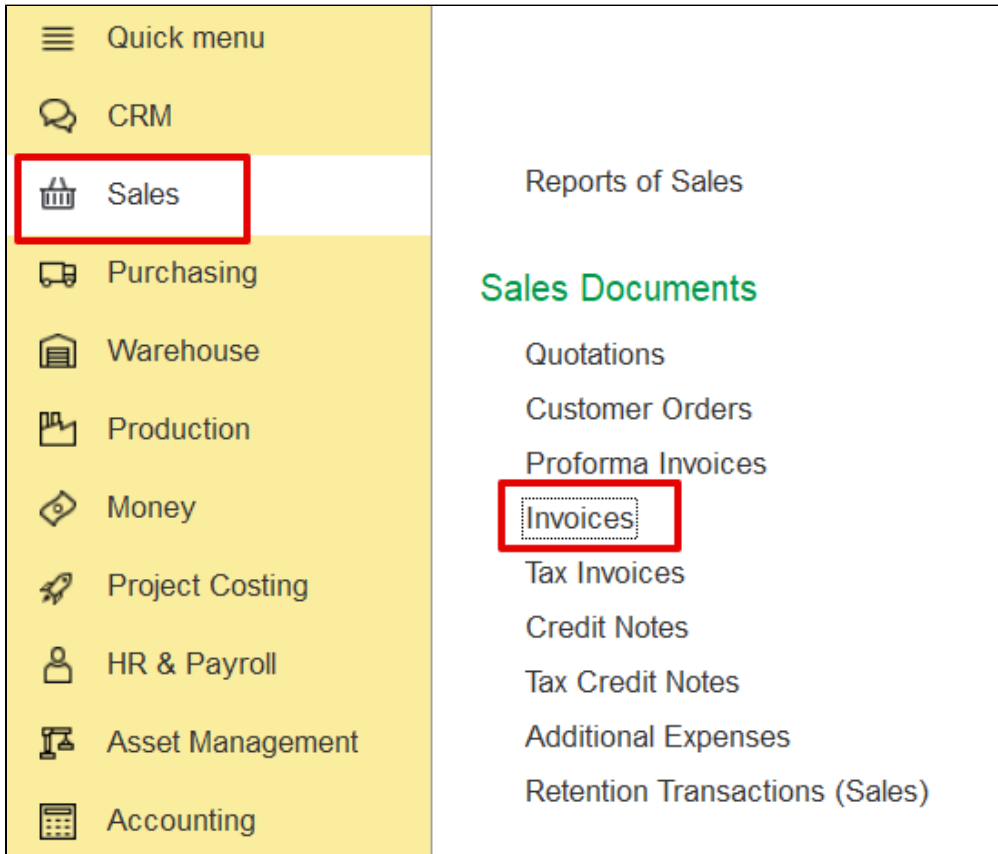
# 4.1.2. Progressive Invoice

A **Progressive Invoice** is used to bill the client for work completed so far, based on site progress, or certified quantities. It allows for partial payments during the project instead of billing everything at the end. It also includes any advances, deductions, or retention as per the contract..

## How to create

Sales Sales Documents Invoices Create

Then, choose the Progressive Invoice type from the available invoice types.



If the invoice is generated from a document like a Payment Certificate, the **Progressive** settings will be applied automatically. Key fields such as project, contract, and period will be pre-filled, and related data will be retrieved from the basis document.

## Main tab

The Main Tab contains key information related to the invoice

- **Company Name** - The company for whom the invoice is being created
- **Contract** - The contract linked to the invoice
- **Entity Name** - The entity issuing the invoice
- **Basis Document** - The document on which the invoice is based
- **Project** - The project related to the invoice
- **Invoice Type** - Indicates whether the invoice is Progressive, Advance, Milestone, or Standard. Set automatically based on the contract. This setup ensures that invoicing aligns with the contract’s agreed terms, including how retention, VAT on retention, and advance payments are handled.

← → ☆ # 090825 (AED) (Contract)

Main [Default GL Accounts](#)

**Save and close** Save Edit GL Accounts

Main Parameters Terms **Project Terms**

Project: REPLACE FIRE FIGHTING PUMPS

Use Phased Revenue Recognition ?  Use Exchange Rates Defined on the First Revenue Recognition Date ?

The database contains one or more Phased Revenue Recognition documents for this contract. To change the option, you must unpost these documents

Apply Retention

Retention, %: 10.00

Retention Period (Days): 365

Calculation VAT at Retention Invoice: Yes

**Invoicing**

Invoicing method:  Regular  Progressive  Milestone

Taxation VAT Type: VAT Applied Amount Includes VAT:

Advance %: 10.00

Days to certify (default): 0 Days to pay (default): 0

Terms and Conditions: Terms&Conditions Temp #1

- **Auto Advance Offset** - When this option is enabled, the system automatically deducts a portion of the advance payment from the invoice. It works by checking how much of the project is being billed and applies the same percentage to the advance, so the correct amount is deducted without manual intervention.

← → ☆ Invoice MEINV25-0000007 dated 7/29/2025 4:21:50 PM

Main [Approvals](#) [Consolidated Analysis by Orders](#) [History of Approval](#) [History of Object Status Changes](#) [Taken Decisions](#) [Customer Order Processing](#) [Payment](#)

**Post and close** Save Post Dr Cr Generate Settings

Main **Inventory and Services (6)** Deductions Contract Assets (6) Payment Terms Additional Information

Company: Times Security LLC Number: MEINV25-0000007 From: 7/29/2025 4:21:50 PM

Contract: # 090825 (AED) 2030100\_5030000\_2110099 Entity: MRB Engineering and Contracting

Apply Retention 2031100\_5020800 Basis: Payment Certificate Received ME0025-00000003 date

Ret. VAT at Retention Invoice ? Warehouse: Main Warehouse

Emirate: Dubai  Auto Advance Offset

Order: [AED • Wholesale price • VAT Applied • Prices Do Not Include VAT](#)

Project: REPLACE FIRE FIGHTING PUMPS

Progressive  Advance Invoice

Comment

### Inventory and services tab

- **Item/content**- Describes the specific item being billed, such as a fire pump, gate valve, or pipe
- **Estimated Quantity, Amount, and Discount**- Displays the *planned* quantity and agreed unit price as per the contract. Also includes any item-level discount applied before calculating VAT and retention.
- **Certified Quantity, Amount, and Percentage**- Indicates the quantity that has been *reviewed and approved* for invoicing by the consultant or client, based on the issued Payment Certificate. Also shows the certified value expressed as a percentage of the estimated amount.

- **Invoiced (Previous)**- Shows the amount that has been billed in earlier invoicing periods.
- **Current Percentage**- Represents the percentage of estimated values included in the current invoice.
- **Cumulative Percentage**- Indicates the overall completed progress, including both current and previously invoiced values.
- **Unit of Measure (UOM)**- Defines the unit used for measurement, such as meters or pieces, depending on the item.

Invoice MEINV25-0000007 dated 7/29/2025 4:21:50 PM

Main | Approvals | Consolidated Analysis by Orders | History of Approval | History of Object Status Changes | Taken Decisions | Customer Order Processing | Payment Terms Analysis | More actions...

Post and close | Save | Post | Generate | Settings

Main | Inventory and Services (6) | Deductions | Contract Assets (6) | Payment Terms | Additional Information

Add | Pick | Fill | Create/Cancel Deferral

#	Item	Content	Batch	Estimated			Certificated			Invoiced					Quantity	UOM
				Qty	Amount	Discount	Qty	Amount	%	Prev. Qty	Prev. Am...	Prev %	Curren...	Cumulative %		
1	DESIGN FIRE FIGHTING PUMP	DESIGN FIRE FIGHTING ...	Not Applicable	1.000	31.850.00		0.100	3.185.00	10.000				10.000	10.000	0.100	Pcs
2	MOBILIZATION MANPOWER AND EQUIPMENT	MOBILIZATION MANPOWER ...	Not Applicable	1.000	31.850.00		0.100	3.185.00	10.000				10.000	10.000	0.100	Pcs
3	FIRE PUMP ELECTRIC, DIESEL, JOCKEY EDJ 500 GPM	FIRE PUMP ELECTRIC, ...	Not Applicable	1.000	31.850.00		0.100	3.185.00	10.000				10.000	10.000	0.100	Pcs
4	GATE VALVE SIZE 12"	GATE VALVE SIZE 12", Bod...	Not Applicable	1.000	31.850.00		0.200	6.370.00	20.000				20.000	20.000	0.200	Pcs
5	PIPE SIZE 8"	PIPE SIZE 8"	Not Applicable	1.000	31.850.00		0.050	1.592.50	5.000				5.000	5.000	0.050	Mtr
6	TESTING AND COMMISSIONING OF FIRE FIGHTING PUMP	TESTING AND COMMISSIONIN	Not Applicable	2.000	63.700.00		0.400	12.740.00	20.000				20.000	20.000	0.400	Pcs

### Summary linked table.

This section gives an overview using several checks and approvals-

- **Project WBS / Task**- Refers to a specific part of the project, like a task or milestone.
- **Estimated Quantity, Amount and Discount**- Displays the planned quantity, associated cost and given discount as per the contract.
- **Progress Report**- Shows the actual work done, reported by the site engineer or supervisor.
- **Payment Application**- The amount the contractor wants to bill, based on the completed work.
- **Payment Certificate**- The amount approved by the client or consultant after reviewing the progress.
- **Invoiced Quantity and Amount**- The final approved quantity and value that will appear in the invoice.

Invoice MEINV25-0000007 dated 7/29/2025 4:21:50 PM

Main | Approvals | Consolidated Analysis by Orders | History of Approval | History of Object Status Changes | Taken Decisions | Customer Order Processing | Payment Terms Analysis | More actions...

Post and close | Save | Post | Generate | Settings

Main | Inventory and Services (6) | Deductions | Contract Assets (6) | Payment Terms | Additional Information

Add | Pick | Fill | Create/Cancel Deferral

#	Item	Content	Batch	Estimated			Certificated			Invoiced					Quantity	UOM
				Qty	Amount	Discount	Qty	Amount	%	Prev. Qty	Prev. Am...	Prev %	Curren...	Cumulative %		
1	DESIGN FIRE FIGHTING PUMP	DESIGN FIRE FIGHTING ...	Not Applicable	1.000	31.850.00		0.100	3.185.00	10.000				10.000	10.000	0.100	Pcs
2	MOBILIZATION MANPOWER AND EQUIPMENT	MOBILIZATION MANPOWER ...	Not Applicable	1.000	31.850.00		0.100	3.185.00	10.000				10.000	10.000	0.100	Pcs
3	FIRE PUMP ELECTRIC, DIESEL, JOCKEY EDJ 500 GPM	FIRE PUMP ELECTRIC, ...	Not Applicable	1.000	31.850.00		0.100	3.185.00	10.000				10.000	10.000	0.100	Pcs
4	GATE VALVE SIZE 12"	GATE VALVE SIZE 12", Bod...	Not Applicable	1.000	31.850.00		0.200	6.370.00	20.000				20.000	20.000	0.200	Pcs
5	PIPE SIZE 8"	PIPE SIZE 8"	Not Applicable	1.000	31.850.00		0.050	1.592.50	5.000				5.000	5.000	0.050	Mtr
6	TESTING AND COMMISSIONING OF FIRE FIGHTING PUMP	TESTING AND COMMISSIONIN	Not Applicable	2.000	63.700.00		0.400	12.740.00	20.000				20.000	20.000	0.400	Pcs

> Summary

WBS	Project Task	Item	Content	UOM	Estimate			Progress reports		Payment Application		Payment Certificate		Invoiced	
					Qty	Amount	Discount	Qty	Progress %	Qty	Amount	Qty	Amount	Qty	Amount
CE FIRE FIGHTING P...	DETAIL DESIGN ...	DESIGN FIRE FIGHTI...	DESIGN FI...	Pcs	1.000	31.850.00		0.100		0.100	3.185.00	0.100	3.185.00		
CE FIRE FIGHTING P...	MOBILIZATION	MOBILIZATION MANP...	MOBILIZA...	Pcs	1.000	31.850.00		0.100		0.100	3.185.00	0.100	3.185.00	0.100	3.185.00
CE FIRE FIGHTING P...	CONSTRUCTION ...	FIRE PUMP ELECTRI...	FIRE PUM...	Pcs	1.000	31.850.00		0.100		0.100	3.185.00	0.100	3.185.00	0.100	3.185.00
CE FIRE FIGHTING P...	CONSTRUCTION ...	GATE VALVE SIZE 12"	GATE VAL...	Pcs	1.000	31.850.00		0.200		0.200	6.370.00	0.200	6.370.00		
CE FIRE FIGHTING P...	CONSTRUCTION ...	PIPE SIZE 8"	PIPE SIZE...	Mtr	1.000	31.850.00		0.050		0.050	1.592.50	0.050	1.592.50	0.050	1.592.50
CE FIRE FIGHTING P...	MCC & PMCC	TESTING AND COMMII...	TESTING...	Pcs	2.000	63.700.00		0.400		0.400	12.740.00	0.400	12.740.00	0.400	12.740.00
CE FIRE FIGHTING P...	CONSTRUCTION ...	PIPE SIZE 6"	PIPE SIZE...	Mtr	1.000	31.850.00									
CE FIRE FIGHTING P...	CONSTRUCTION ...	PIPE SIZE 4"	PIPE SIZE...	Mtr	1.000	31.850.00									
CE FIRE FIGHTING P...	CONSTRUCTION ...	PIPE SIZE 3"	PIPE SIZE...	Mtr	1.000	31.850.00									
CE FIRE FIGHTING P...	CONSTRUCTION ...	CONSUMABLE REQU...	CONSUM...	Pcs	1.000	31.850.00									
CE FIRE FIGHTING P...	CONSTRUCTION ...	FOUNDATION FOR FL...	FOUNDATI...	m3	1.000	31.850.00									

Show Summary for the Selected Row Refresh

### Invoice with the Advance invoice option

An **invoice with the Advance Invoice type** is a bill sent to ask for payment before the work or delivery happens. It shows the amount to be paid as an advance and calculates related VAT values.

Invoice MEINV25-0000001 dated 7/29/2025 4:21:05 PM

Main Approvals Consolidated Analysis by Orders History of Approval History of Object Status Changes Taken Decisions Customer Order Processing Payment Terms Analysis More actions...

Post and close Save Post Generate

Main Inventory and Services (1) Contract Assets (1) Payment Terms Additional Information

Company: Times Security LLC Number: MEINV25-0000001 From: 7/29/2025 4:21:05 PM

Contract: # 090825 (AED) Entity: MRB Engineering and Contracting

Emirate: Dubai Basis: Payment Certificate Received ME0025-00000001 dated 7/29/2025

Project: REPLACE FIRE FIGHTING PUMPS AED • Wholesale price • VAT Applied • Prices Do Not Include VAT

Progressive  Advance Invoice

Comment

The typical process for an advance invoice is - **Payment Application** **Payment Certificate** **Invoice for Advance** **Payment Received**.

However, issuing an advance invoice is not limited to this sequence and can be created without an associated application or certificate. Such invoices are treated as prepayments and can be subsequently offset against progressive invoices.

### Advance offset

If any other invoice documents are created with the advance option enabled, they will be treated as advances that can be offset against another progressive invoice. These advanced documents appear in the prepayment list, where they can be manually selected and the amount adjusted as needed.

Invoice MEINV25-0000007 dated 7/29/2025 4:21:50 PM \*

Main Approvals Consolidated Analysis by Orders History of Approval History of Object Status Changes Taken Decisions Customer Order Processing Payment Terms Analysis More actions...

Post and close Save Post Generate Settings

Main Inventory and Services (6) Deductions Contract Assets (6) Payment Terms Additional Information

#	Item	Expense Item	Business Activity	Specification	Project Task	Project WBS	GL Accounts
1	DESIGN FIRE FIGHTING PUMP	Not Applicable	Main Activity	Not Applicable	DETAIL DESIGN & ENGINEERING FIRE FIGHTING PUMP UL-LISTED	REPLACE FIRE FIGHTING PUMPS, 1-1	6010200
2	MOBILIZATION MANPOWER AND EQUIPMENT	Not Applicable	Main Activity	Not Applicable	MOBILIZATION	REPLACE FIRE FIGHTING PUMPS, 2-1	6010200
3	FIRE PUMP ELECTRIC, DIESEL, JOCKEY EDJ 500 GPM	Not Applicable	Main Activity	Not Applicable	CONSTRUCTION SCOPE	REPLACE FIRE FIGHTING PUMPS, 3-1	6010200
4	GATE VALVE SIZE 12"					REPLACE FIRE FIGHTING PUMPS, 3-2	6010200
5	PIPE SIZE 8"					REPLACE FIRE FIGHTING PUMPS, 3-4	6010200
6	TESTING AND COMM OF FIRE FIGHTING PUMPS					REPLACE FIRE FIGHTING PUMPS, 4-1	6010200

**Offset Prepayment**

Entity: MRB Engineering and Contracting Company: Times Security LLC

Prepayments

Document	Order	Amount (AED)	VAT, %	VAT (AED)
Invoice MEINV25-0000001 dated 7/29/2025 4:21:05 PM		500.00	Out of Scope	

To Offset

Document	Order	Amount (AED)	VAT, %	VAT (AED)
Invoice MEINV25-0000001 dated 7/29/2025 4:21:05 PM		500.00	Out of Scope	

OK Cancel More actions

Certificate		Invoiced	
Amount	Qty	Amount	
0.100	3,185.00		
0.100	3,185.00	0.100	3,185.00
0.100	3,185.00	0.100	3,185.00
0.200	6,370.00		
0.050	1,592.50	0.050	1,592.50
0.400	12,740.00	0.400	12,740.00

Discount: 0.00 % VAT: 1,361.60 AED Retention: 3,177.05 AED

0.00 AED Total Due: 28,593.35 AED Prepayments: 500.00 AED

Offset will only be allowed if the document amount is received; otherwise, the following error will be shown.

Invoice (create)

Main Approvals Consolidated Analysis by Orders History of Approval History of Object Status Changes Taken Decisions Customer Order Processing Payment Terms Analysis More actions...

Post and close Save Post Generate Settings More actions

Main Inventory and Services (6) Deductions Contract Assets (6) Payment Terms Additional Information

Company: Times Security LLC Number: <Auto> From: 7/29/2025 4:42:45 PM

Contract: # 090825 (AED) 2030100\_5030000\_2110099 Entity: MRB Engineering and Contracting

Apply Retention 2031100\_5020800 Basis: Payment Certificate Received ME0025-0000003 date

Ret. VAT at Retention Invoice ? Warehouse: Main Warehouse

Emirate: Dubai Auto Advance Offset

Order:

Project: REPLACE FIRE FIGHTING PUMPS

Progressive  Advance Invoice

Comment

Tax Invoice: Generate Tax Invoice

Discount: 0.00 % VAT: 1,361.60 AED Retention: 3,177.05 AED

0.00 AED Total Due: 28,593.35 AED Prepayments: 500.00 AED

Messages:

Times Security LLC, # 090825 (AED), Invoice MEINV25-0000001 dated 7/29/2025 4:21:05 PM - amount in line #1 exceeds the invoice balance amount per line. Transaction Amount: 500 AED exceeds the balance by: -500 AED.

This prepayment can be filled in automatically or carried over from other documents to the progressive invoice if the invoice is generated from those documents, provided that those documents also had the prepayment added using the offset option.

## Print forms

Invoice MEINV25-0000007 dated 7/26/2025 11:16:48 PM

Main Approvals Consolidated Analysis by Orders History of Approval History of Object Status Changes Taken Decisions Customer Order Processing

Post and close Save Post Generate Settings

Main Inventory and Services (5) Deductions Contract Assets (5) Payment Terms

Company: Times Security LLC

Contract: # 090825 (AED) 2030100\_5030000\_2110099

Apply Retention 2031100\_5020800

Ret. VAT at Retention Invoice ?

Emirate: Dubai

Order:

Project: REPLACE FIRE FIGHTING PUMPS

Progressive  Advance Invoice

Comment

Invoice (EN)  
 Invoice (EN-AR)  
 Delivery Note (EN)  
 Delivery Note (EN-AR)  
**Tax Invoice Progressive**  
 Tax Invoice Progressive (Summary)

AED • Wholesale price • VAT Applied • Prices Do Not Include VAT

- **Tax Invoice Progressive** provides a detailed view of the invoice, displaying each item or service, its quantity, price, and applicable tax. It's useful when a full breakdown is needed.

**TAX INVOICE**

# METI25-00000001  
 Date of Issuing: July 26, 2025  
 Date of Supply: July 26, 2025



<b>Issued By:</b>	<b>Issued To:</b>
<b>MRB Engineering and Contracting LLC</b> TRN: 100001023120301 Address: Office 2202, Smart Heights Tower, PO Box:1233333, Dubai, UAE Tel.: +971 (4) 0000000 E-mail: MBR@gmail.com	<b>Times Security LLC</b> TRN: 100000032834799 Address: Tel.: E-mail:

<b>Bank Details:</b>	<b>Terms and Conditions</b>
<b>Emirates NBD</b> IBAN: AE0013243567897654322345678 SWIFT: AAABBBCC Beneficiary: MRB Engineering and Contracting LLC	<b>Payment Terms:</b> Payment on Delivery  <b>Delivery Terms:</b>

<b>Project Details:</b>	
<b>REPLACE FIRE FIGHTING PUMPS (MEP00000004)</b> Duration (days): Retention %: 10.00 Main Contractor: New Standard Gulf FZCO	Project Value : 382,200.00 Payments Received: 0.00 Advance Balance: 0.00 Consultant: Mr. Otman

#	Description	Quantity	Price (Excl. VAT), AED	Amount (Excl. VAT), AED	VAT %	Amount before Retention, (Incl. VAT) AED	Retention Amount, AED	VAT Amount, AED	Amount (Incl. VAT), AED
1	DESIGN FIRE FIGHTING PUMP ELECTRIC DIESEL JOCKEY 750 GPM @ 7 BAR WITH ALL STANDADRD RELATED MECHANICAL AND ELECTRICAL ACCAESORIES FOR INSTALLATION	0.100	31,850.00	2,866.50	5%	3,344.25	318.50	143.33	3,009.83
2	MOBILIZATION MANPOWER AND EQUIPMENT	0.100	31,850.00	2,866.50	5%	3,344.25	318.50	143.33	3,009.83
3	FIRE PUMP ELECTRIC, DIESEL, JOCKEY EDJ 500 GPM @ 7 BAR WITH STANDARD ELECTRICAL AND MECHANICAL ACCAESORIES UL/FM LISTED	0.100	31,850.00	2,866.50	5%	3,344.25	318.50	143.33	3,009.83
4	GATE VALVE SIZE 12", Body: ASTM A216 GR.WCB (Internal FBE Lined), Trim: UNS S31254, Alloy-6 hard faced Seat, Flexible Graphite Packing, Bolted Bonnet, Flexible wedge, OS&Y, Gear Operated, API 600, UL/FM Approved	0.200	31,850.00	5,733.00	5%	6,688.50	637.00	286.65	6,019.65
5	PIPE SIZE 8"	0.050	31,850.00	1,433.25	5%	1,672.13	159.25	71.66	1,504.91
<b>Total of Supply</b>				<b>15,765.75</b>		<b>18,393.38</b>	<b>1,751.75</b>	<b>788.30</b>	<b>16,554.05</b>

<b>SUB TOTAL OF SUPPLY</b>	Sub Total, AED:	18,393.38
<b>LESS RETENTION</b>	Sub Total VAT, AED:	875.90
<b>LESS DEDUCTION</b>	Retention, AED:	1,839.35
<b>TOTAL OF SUPPLY</b>	Retention VAT, AED:	87.60
	Deduction AED:	0.00
	Deduction VAT, AED:	0.00
	Total, AED:	16,554.03
	Total VAT, AED:	788.30

- The Tax Invoice Progressive (Summary) displays only the totals, without line-by-line details. It's helpful when a quick summary is required.

**TAX INVOICE**



# METI25-00000001

Date of Issuing: July 26, 2025

Date of Supply: July 26, 2025

Issued By:	Issued To:
<b>MRB Engineering and Contracting LLC</b> TRN: 100001023120301 Address: Office 2202, Smart Heights Tower, PO Box:1233333, Dubai, UAE Tel.: +971 (4) 0000000 E-mail: MBR@gmail.com	<b>Times Security LLC</b> TRN: 100000032834799 Address: Tel.: E-mail:

Bank Details:	Terms and Conditions
<b>Emirates NBD</b> IBAN: AE0013243567897654322345678 SWIFT: AAABBCC Beneficiary: MRB Engineering and Contracting LLC	<b>Payment Terms:</b> Payment on Delivery  <b>Delivery Terms:</b>

Project Details:	
<b>REPLACE FIRE FIGHTING PUMPS (MEP00000004)</b> Duration (days): Retention %: 10.00 Main Contractor: New Standard Gulf FZCO	Project Value : 382,200.00 Payments Received: 0.00 Advance Balance: 0.00 Consultant: Mr. Otman

Invoice:	
Payment Milestone no.	Amount Incl VAT, AED: 18,393.38
	VAT, AED: 875.90
	Retention Incl VAT, AED: 1,839.35
	Retention VAT, AED: 87.60
	Deduction Incl VAT AED: 0.00
	Deduction VAT, AED: 0.00
	Total Incl VAT AED: 16,554.03
	Total VAT, AED: 788.30

**Total:**  
Sixteen thousand five hundred fifty four and 3/100 AED ONLY

PROJECT TOTALS			
Contract Amount (Excl VAT) AED	Applications Amount (Excl VAT) AED	Certified Amount (Excl VAT) AED	Invoiced Amount (Excl VAT) AED
382,200.00	17,517.50	17,517.50	17,517.50

Retention (10 %) AED:	1,751.75
VAT: AED	788.30
Amount (Incl VAT): AED	16,554.05
Deductions: AED	0.00
Payments Received: AED	0.00
<b>Net Amount Due: AED</b>	<b>16,554.05</b>

Transaction Remarks: Terms&Conditions Temp #1

Released By

Received By