

Sir,

This is to inform that the vendor request for vendor code creation will only be accepted by CC-ERP through the

<http://pms.powergrid.in/VMS/Registration.aspx> (to be filled by vendor)

<http://pms.powergrid.in/VMS/approverlogin.aspx> (to be approved by employee indentor/regional coordinator)

First level approval can be indentor employee no.

second level approval can be regional coordinator (60031069).

Thereafter it goes to the inbox of CC-ERP who will issue vendor code.

Regards.

Vendor Registration Process / वेंडर पंजीकरण प्रक्रिया

1. <http://pms.powergrid.in/VMS/login.aspx>

उपरोक्त यू आर एल को वेंडर पंजीकरण के लिए टाइप करें | Type above URL for vendor registration



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- “Register here” बटन को दबाएँ | Click new vendor registration tab.

2. <http://pms.powergrid.in/VMS/Registration.aspx>

वेंडर पंजीकरण पेज खुल जायेगा | A new vendor registration page will open.

The screenshot shows a web browser window titled "MMS Login" with the URL "pms.powergrid.in/VMS/Registration.aspx". The page features the logo of Power Grid Corporation of India Limited, which includes a stylized globe icon and the text "पावर ग्रिड कारपोरेशन ऑफ इंडिया लिमिटेड" (Power Grid Corporation of India Limited) in Hindi and English, along with the tagline "(A Government of India Enterprise)". To the right of the logo is a "25" anniversary logo with the years "1989-2014". The main content area has a background image of two people shaking hands in front of modern skyscrapers. The title of the form is "REGISTRATION FORM". A note at the top states: "Kindly make new entry for every address from where the order will be received. e.g. BHEL-BHOPAL, BHEL-BANGALORE, BHEL-HARIDWAR will have three independent entries." Another note says: "Note: Please Provide the Email id and Contact number in which you can be contacted for login details / any thing related to uploaded data." The registration form contains several input fields with red asterisks indicating they are mandatory:

Title	<input type="text"/>	*	Name 2	<input type="text"/>
Name 1	<input type="text"/>	*	Name 4	<input type="text"/>
Name 3	<input type="text"/>			
House Number	<input type="text"/>			
Street	<input type="text"/>	*	Street 2	<input type="text"/>
Street 3	<input type="text"/>	*	Postal Code	<input type="text"/>
City	<input type="text"/>	*	Country	<input type="text"/>
Region	<input type="text"/>	*	Telephone No 1	<input type="text"/>
Email Id 1	<input type="text"/>	*	Confirm Email Id	<input type="text"/>
Mobile no 1	<input type="text"/>	*	Enter Text as shown in Image below	<input type="text"/>
User ID (POWERGRID)	<input type="text"/>	*		Refresh

Click here to Register

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लाल निशान चिन्ह वाले क्षेत्र अनिवार्य हैं | चिन्हित क्षेत्रों को अनिवार्य रूप से भरें और रजिस्टर बटन को क्लिक करें |

The red mark asterisks are mandatory fields. Fill the mandatory fields and click register button

MMS Login pms.powergrid.in/VMS/Registration.aspx

REGISTRATION FORM

Kindly make new entry for every address from where the order will be received. e.g. BHEL-BHOPAL, BHEL-BANGALORE, BHEL-HARIDWAR will have three independent entries.

Note: Please Provide the Email id and Contact number in which you can be contacted for login details / any thing related to uploaded data.

Title	<input type="text" value="Company"/>	Name 2	<input type="text"/>
Name 1	<input type="text" value="ADITI CONSTRUCTION"/>	Name 4	<input type="text"/>
Name 3	<input type="text"/>		
House Number	<input type="text" value="24"/>		
Street	<input type="text" value="MIRAPUR BASAHI"/>	Street 2	<input type="text" value="SECTOR-B"/>
Street 3	<input type="text"/>	Postal Code	<input type="text" value="462023"/>
City	<input type="text" value="VARANASI"/>	Country	<input type="text" value="India"/>
Region	<input type="text"/>	Telephone No 1	<input type="text" value="8527391657"/>
Email Id 1	<input type="text" value="yashwantmehra@powergridin"/>	Confirm Email Id	<input type="text" value="yashwantmehra@powergridin"/>
Mobile no 1	<input type="text" value="8527391657"/>	Enter Text as shown in Image below	<input type="text" value="2958a3"/> Refresh
UserID (POWERGRID)	<input type="text" value="60002946"/>		

[Click here to Register](#)

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3. रजिस्टर करने के बाद आपके ईमेल आई डी पर यूजर आईडी और पासवर्ड भेज दिया जायेगा कृपया रजिस्टर्ड डाक की जाँच करें। / Once you register check the registered mail for USERID & PASSWORD.

The screenshot shows a Gmail inbox with the following details:

- Inbox (2,768)**: The main folder containing 2,768 messages.
- Compose**: A red button for composing new emails.
- Power Grid Vendor Registration Login details.**: The subject of the selected email.
- From**: emailsender@powergrid.co.in
- Date**: 5:37 PM (1 minute ago)
- To**: To me
- Message Preview**:

Thanks for registering with us!
You can login with the following credentails into the Vendor Portal.
userName : 3939
Password: 88cdc3eb
Please login and fill all remaining details.
thanks & regards
- Reply or Forward**: Buttons to reply or forward the email.
- Account Status**: 5.87 GB (39%) of 15 GB used, Manage link, Terms - Privacy, Last account activity: 30 minutes ago, Details link.
- Advertisement**: A banner for OYO Rooms with the text "Live Big. Dream Bigger. Hotels with a view @30% Off on your first App booking. Use Code: OYOAPP30 www.oyorooms.com".

- इ मेल में प्राप्त हुए यूजर आईडी और पासवर्ड से लॉग इन करें | **Login with user id & pass word**

4. लॉग इन करने के उपरांत नए पेज में अनिवार्य क्षेत्र में डाटा भरें / **Fill the mandatory fields, edit/ UPDATE record.**

VMS::POWERGRID Vendor

pms.powergrid.in/VMS/vendor_master.aspx

Vendor Management System

POWER GRID CORPORATION OF INDIA LIMITED
(A Government of India Enterprise)

HOME Fill Details Additional Bank Acct. Details Review Data Upload Supporting Documents Log Out

PGCIL-Vendor Master Data Template

Vendor Address
Details already Filled by you are shaded in yellow, Please fill remaining Details.

Title	Company
Name 1	ADITI CONSTRUCTION
Name 3	
House Number	24
Street	MIRAPUR BASABI
Street 3	
City	VARANASI
Region	
Mobile no 1	8527391657
Telephone No 2	
Mobile no 2	
Email Id 2	
Fax Number	
Name 2	
Name 4	
Street 2	SECTOR B
Postal Code	462023
Country	India
Telephone No 1	8527391657
Email Id 1	yashwant.mehra78@gmail.co
Telephone No 3	
Mobile no 3	
Email Id 3	
UserID (PowerGrid 8-digit no starting	60002946

5. किसी भी परिवर्तन के लिए “EDIT RECORD” किलक अथवा पूर्ण हो जाने के बाद “FINALISE RECORD” किलक करें | CLICK EDIT RECORD FOR ANY CHANGE OR CLICK FINALISE RECORD.

The screenshot shows a web-based application for Vendor Management System (VMS) of Power Grid Corporation of India Limited. The URL in the browser is pms.powergrid.in/VMS/ReviewYourData.aspx.

Vendor Address:

Title	Company
Name 1	ADITI CONSTRUCTION
Name 3	Name 4
House Number	24
Street	MIRAPUR BASAHI
Street 3	Street 2
City	VARANASI
Region	SECTOR B
Postal Code	462023
Telephone No 1	COUNTRY
Mobile no 1	IN
Mobile no 3	Telephone No 1
Email Id 1	8527391657
Email Id 3	Telephone No 3
User ID (POWERGRID)	Mobile no 2
	Fax Number
	Email Id 2

Corporate Group:

Corporate Group	Industry Classification
TAN NO	TIN No

Payment Transaction:

Bank Country	Bank Key/ IFSC code	hdfc1222
Bank Account Holder	Bank Account	14244222222
Account Group	Recon Account	1810110000

CIN Details:

SERVICE_TAX_NUMBER	PAN_NUMBER	AAIPS6919E
PREVIOUS ACCOUNT NUMBER	WITHHOLDING TAX TYPE	
RECIPIENT TYPE	CO	

Action Buttons:

- Edit Record
- Finalise Record

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6. वैकल्पिक बैंक विवरण भरें और सबमिट बटन पर क्लिक करें, अगर जरूरी है तो| FILL ALTERNATE BANK DETAILS ,IF REQUIRED.

VMS::POWERGRID Vendor

pms.powergrid.in/VMS/AddBankAccount.aspx

Vendor Management System

POWER GRID CORPORATION OF INDIA LIMITED
(A Government of India Enterprise)

HOME Fill Details Additional Bank Acct. Details Review Data Upload Supporting Documents Log Out

PGCIL-Vendor Master Additional Bank Account Details

Your Application reference number is : 3939

Please Add additional bank Account details other than you submitted earlier at the time of registration

Payment Transaction

ID:

Bank Country: Bank Key:
Bank Name: Region Payment Tran:
House/Street No: City Payment:
Bank Branch: Bank Number / IFSC CODE:
Swift Code: Bank Account:
Bank Account Holder:

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- सभी बैंक एकाउंट्स की डिटेल्स भरने के बाद “Next” बटन क्लिक करें | / CLICK NEXT

7. साक्ष्य के लिए पैन, पता, बैंक विवरण इत्यादि दस्तावेज़ अपलोड करें | / UPLOAD DOCUMENTRY EVIDENCE FOR PAN , ADDRESS, BANK DETAILS.

VMS::POWERGRID Vendor x pms.powergrid.in/VMS/frmUpload.aspx

Vendor Management System  **POWER GRID CORPORATION OF INDIA LIMITED**
(A Government of India Enterprise)

HOME **Fill Details** **Additional Bank Acct. Details** **Review Data** **Upload Supporting Documents** **Log Out**

PGCIL–Vendor Master Data Template [Upload Scanned Copy](#)

Your Application reference number is : 3939

Please upload the scanned copy of these documents, if its applicable in your case. Please upload scanned copy of each document one by one

1. ECC Number
2. EXCISE REGISTRATION NUMBER
3. CST NUMBER
4. LST NUMBER
5. SERVICE TAX NUMBER
6. PAN NUMBER
7. VAT NUMBER
8. MSMED Registered
9. Clearing Agent
10. Download ([Click Here to download](#)) this template and fill data in Given Columns and Upload it here.

Upload Files

Select What you are uploading: Browse to upload one by one: No file chosen

Upload File **Next, if All Applicable Documents Uploaded.**

File Name	Download	Delete
3939_ECC_vendor test.xls	Download	Delete
3939_PAN_HMVR 19935 Hind and English.pdf	Download	Delete

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- “Upload File” बटन पर क्लिक करें | / CLICK NEXT
- समस्त दस्तावेजों को अपलोड करने के बाद “NEXT” बटन दबाएँ।

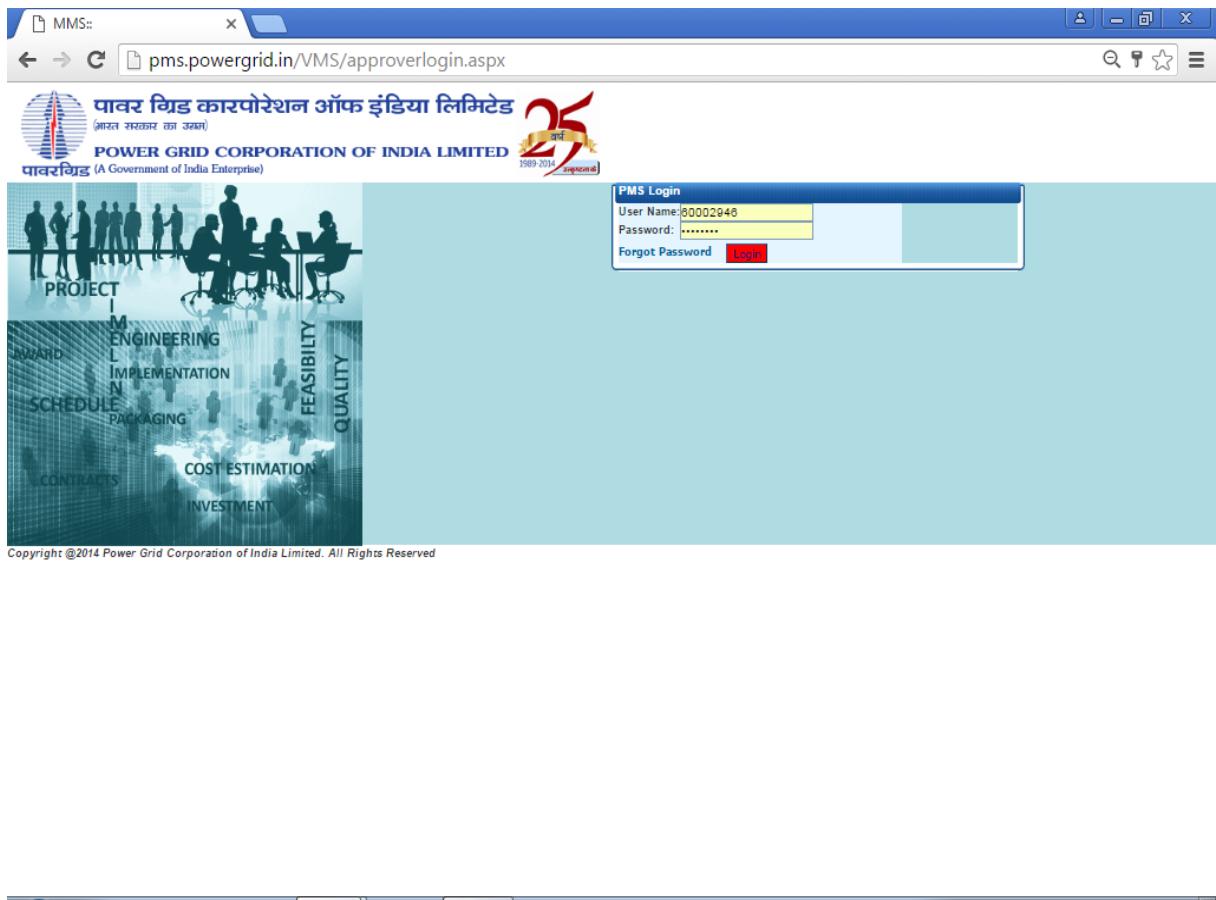
पंजीकरण सम्पूर्ण हो जायेगा और आपका वेंडर आई डी अनुमोदन के लिए पॉवर ग्रिड टीम को प्राप्त हो जायेगा | / Your Vendor Registration will be completed and it will be forwarded for approval to PowerGrid Team.

वेंडर अनुमोदन प्रक्रिया / VENDOR APPROVAL PROCESS

8. एक बार वेंडर की ओर से पंजीकरण पूरा होने के बाद , यह पावरग्रिड कर्मचारी जो अनुमोदन चक्र में से एक है, को अनुमोदन करने के लिए मिलेगा । (अनुमोदक १ , पावरग्रिड कर्मचारी है जिसका कर्मचारी संख्या पंजीकरण के समय में जोड़ा जाता है)। / Once the registration is complete from Vendor side, it is visible to the PowerGrid Employee which is approver one in the complete approval cycle. (Approver One is the Powergrid employee whose employee number is added at the time of registration).
9. पॉवर ग्रिड लॉग इन के लिए यू.आर.अल इस प्रकार है: / URL for PowerGrid Login is:

<http://pms.powergrid.in/VMS/approverlogin.aspx>

अनुमोदक १ पाँवर ग्रिड इंट्रानेट/ईमेल के यूजर आईडी और पासवर्ड से लॉग इन करे / Approver 1 will login with Powergrid Intranet/ Email UserID and Password.



- सभी लंबित वेंडर पहले स्तर पर अनुमोदन के लिए दिखाए जाएंगे। कृपया सम्बंधित वेंडर की फाइलों और डेटा की जाँच करें। अब यह या तो अनुमोदित किया जा सकता है उचित टिप्पणी के साथ खारिज कर दिया जा सकता है। /After login, All the VendorIDs pending for First level approval will be shown. Kindly check the data along with the uploaded files of the concerned vendor. Now It can either be approved and forwarded to second approver or can be rejected with proper remarks.
- अस्वीकृति के लिए, अस्वीकृति में टिप्पणी के बारे में टिप्पणी बॉक्स में लिखे | डाउनलोड की गई फ़ाइल या डाटा में कोई विसंगति के लिए approve/ reject बटन दबाये। / For Rejection, write remarks in the rejection remarks text box and press approve/ reject button for any discrepancy in the downloaded file and filled entries.
- अनुमोदन के लिए, दूसरे अनुमोदक की कर्मचारी संख्या लिखें और किसी भी टिप्पणी के बिना Approve/reject बटन दबाये। For Approval, Write Employee no of Second Approver and Press button Approve/reject without entering any remarks .



[HOME](#) [First Level Approval](#) [Second Level Approval](#) [Core Team Approval](#) [SAP Vendor List](#) [Compare PAN No](#) [Log Out](#)

You are logged in as Meenu .
Pending for First Level Approval PAN exists

Before approving Vendor, Please ensure that it is from a new factory /country. New vendor code is not necessary for existing Vendor if there is a change/ new address

3922 Detail of Vendor already created in SAP with same PAN No					<input type="button" value="Approve/Reject"/>
vendor	PAN_NO	vendor_name	state	city	Postal_Code
2100040003	AAAAH0179E	HOLIDAY CLUB	Delhi	NEW DELHI	110017
Vendor Address					
Title	Company				
Name 1	Meenu	Name 2	Mehra		
House Number	305				
Street	c6	Street 2	s2		
Street 3	s3	Postal Code	1223344566		
City	ggn	Country	IN		
Region	17	Telephone	123456789654322 No 1		
Telephone	222222 No 2	Telephone	333333 No 3		
Mobile no 1	9873918999	Mobile no 2	1234567891 2		
Mobile no 3	1234567891	Fax Number	123456789 Number		
Email Id 1	meenu@powergridindia11.com				
Email Id 2	mehra.meenu1@gmail.com				

Files Uploaded

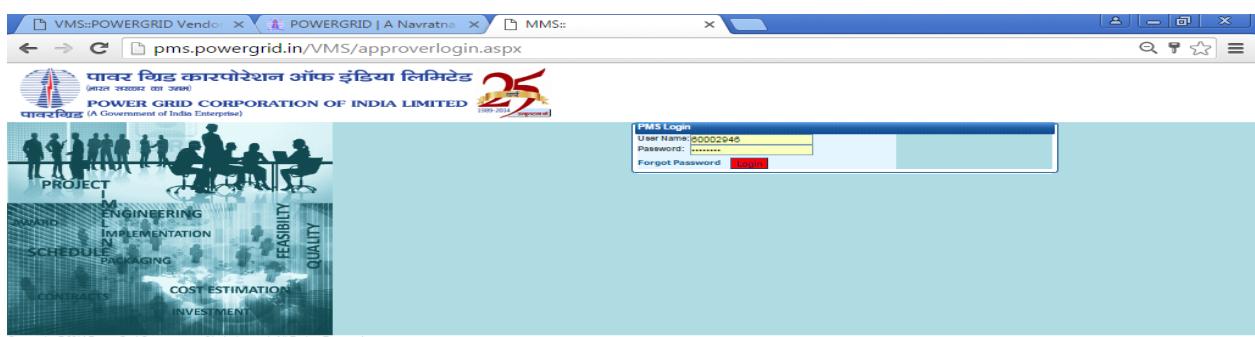
3922_ECCVENDOR_STDTEMP.xls [Download](#)
3922_EXCISEformat.pdf [Download](#)

Rejection Remarks:

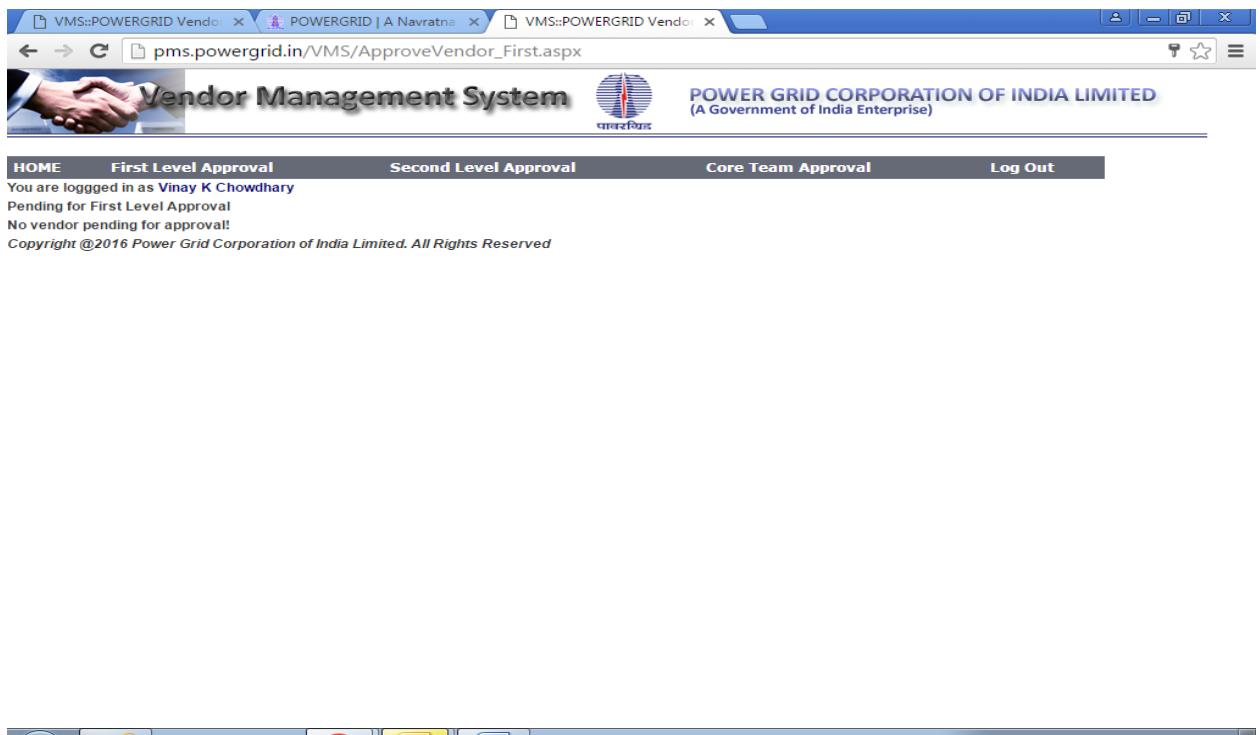
Don't write any rejection remarks in case of forwarding.

Forward to:
60001551 (8 Digit Employee No eg: 60012345)

10. ईमेल दूसरे अनुमोदक के पास भेजा जाएगा। अब वह सिस्टम में प्रवेश करेंगे, जैसा कि ऊपर वर्णित है।
Email will be sent to second Approver. Now he will login in to the system as described above.



11. फिर मेनू बटन Second Level Approval पर क्लिक करें। / Then click on menu button Second Level Approval .



12. अब वह वेंडर को ऊपर वर्णित तरीके से स्वीकार/ अस्वीकार कर सकते हैं।/ Now he can Approve/ Reject the concerned Vendor in the same manner as described above for first approver.

- यदि मंजूरी दे दी, तब यह कोर टीम के सदस्य के पास जायेगा और उसे ईमेल भी भेजी जाएगी | If approved, It will go to Core team member to whom it is forwarded and Email will also be sent regarding the same.
- यदि यह किसी भी स्तर पर खारिज कर दिया गया है, चाहे पहले, दूसरे या अंतिम, यह डेटा सुधार / अपडेशन के लिए सीधे वेंडर के पास जाएगा। / If it is rejected at any stage , whether first , second or final, It will go directly to the Vendor for correction/ updation of data.

[HOME](#) [First Level Approval](#) [Second Level Approval](#) [Core Team Approval](#) [SAP Vendor List](#) [Compare PAN No](#) [Log Out](#)You are logged in as **Meenu**.

Pending for First Level Approval PAN exists

Before approving Vendor, Please ensure that it is from a new factory /country. New vendor code is not necessary for existing Vendor if there is a change/ new address

3922

Detail of Vendor already created in SAP with same PAN No

vendor	PAN_NO	vendor_name	state	city	Postal_Code
2100040003	AAAAH0179E	HOLIDAY CLUB	Delhi	NEW DELHI	110017

Vendor Address

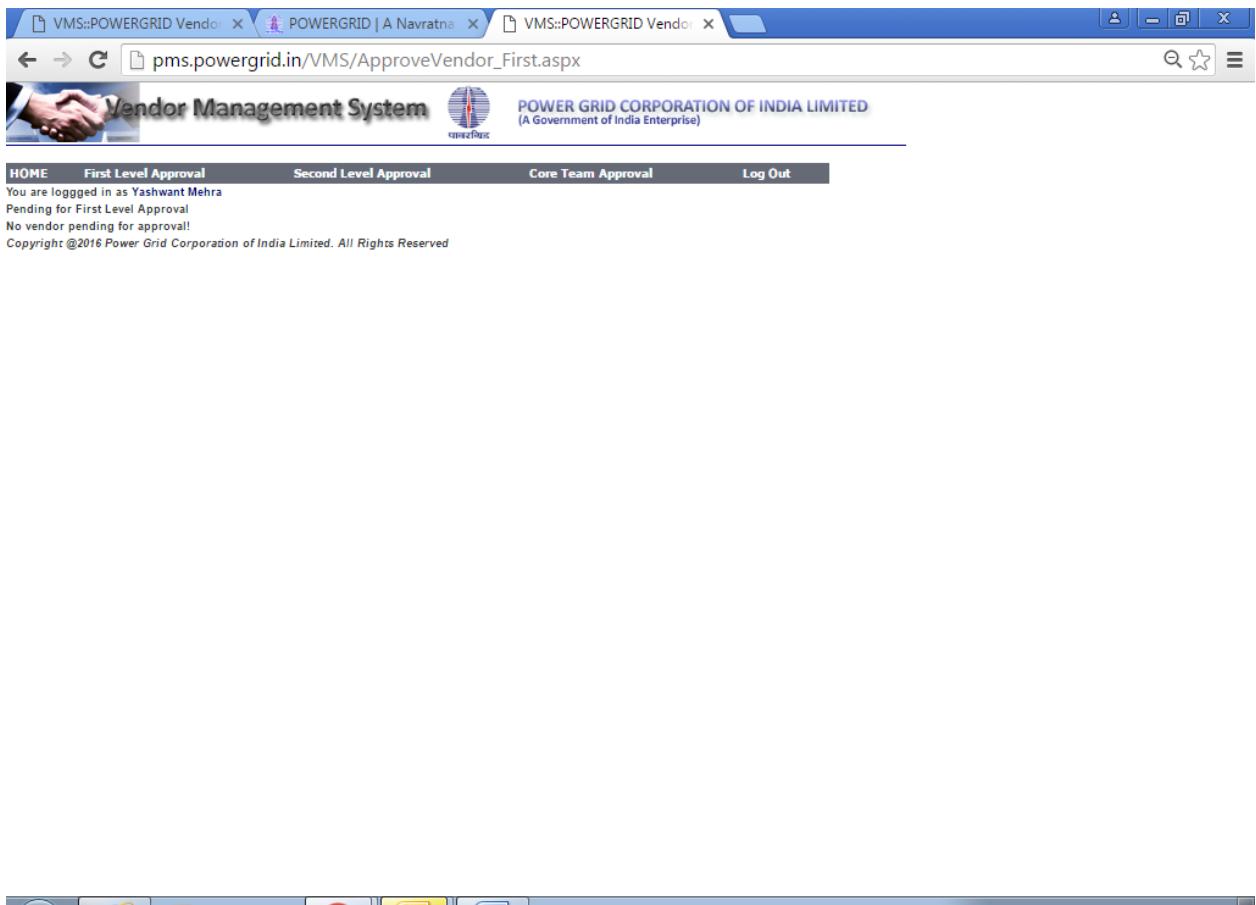
Title	Company
Name 1	Meenu
House Number	305
Street	c6
Street 3	s3
	Postal Code 1223344566
City	ggn
Region	17
	Telephone 123456789654322 No 1
Telephone No 2	Telephone 333333 No 3
Mobile no 1	Mobile no 1234567891 2
Mobile no 3	Fax Number 123456789
Email Id 1	meenu@powergridindia11.com
Email Id 2	mehra.meenu1@gmail.com

[Approve/Reject](#)**Files Uploaded**3922_ECCVENDOR_STDTEMP.xls [Download](#)3922_EXCISEformat.pdf [Download](#)**Rejection Remarks:***Don't write any rejection remarks in case of forwarding.*

Forward to:

60001551 (8 Digit Employee No eg:
60012345)

1. अब कोर टीम के सदस्य के रूप में ऊपर दिए गए तरीके से प्रवेश करेंगे। मेनू टैब Core Team Approval पर क्लिक करें। /Now Core Team Member will login in the same manner as above. Click on Menu Tab Core Team Approval.



2.

- डेटा प्रामाणिकता के अनुसार approve/ reject बटन पर क्लिक करें। यदि खारिज कर दिया है, तब यह डेटा सुधार / अपडेशन के लिए वेंडर के पास जायेगा और पूरे चक्र को दोहराया जाएगा। / Click on approve/ reject button as per the data authenticity. If rejected, it will go to Vendor for data correction/ updation and whole cycle will be repeated. /
- 3. अनुमोदन के बाद डाउनलोड लिंक पर टेम्पलेट डाउनलोड करने के लिए क्लिक करें। / After approval download the vendor template by clicking on the link on the same page. /

[Click here to Download vendors data in Standard Template for the vendor to be created.](#)

VMS::POWERGRID Vendor | POWERGRID | A Navratna | VMS::POWERGRID Vendor

pms.powergrid.in/VMS/ApproveVendor_Core.aspx

Vendor Management System

POWER GRID CORPORATION OF INDIA LIMITED
(A Government of India Enterprise)

HOME **First Level Approval** **Second Level Approval** **Core Team Approval** **Log Out**

Login: Yashwant Mehra
Pending for Core Team Approval [Click here to Download vendors data in Standard Template for the vendor to be created.](#)

3939

Vendor Address		
Title	Company	
Name 1	ADITI CONSTRUCTION	Name 2
House Number	24	
Street	MIRAPUR BASAHII	Street 2 SECTOR B
Street 3		Postal Code 462023
City	VARANASI	Country IN
Region	04	Telephone 8527391657 No 1
Telephone No 2		Telephone No 3
Mobile no 1	8527391657	Mobile no 2
Mobile no 3		Fax Number
Email Id 1	yashwant.mehra78@gmail.comEmail Id 2	

CIN Details		
Corporate Group	Industry Classification	
Account Group	ZDOM	Recon Account 1810110000
TAN	TIN	
bank Country		Bank Key hdfc1222
Bank Account	1424422222	Bank Account holder Name yash

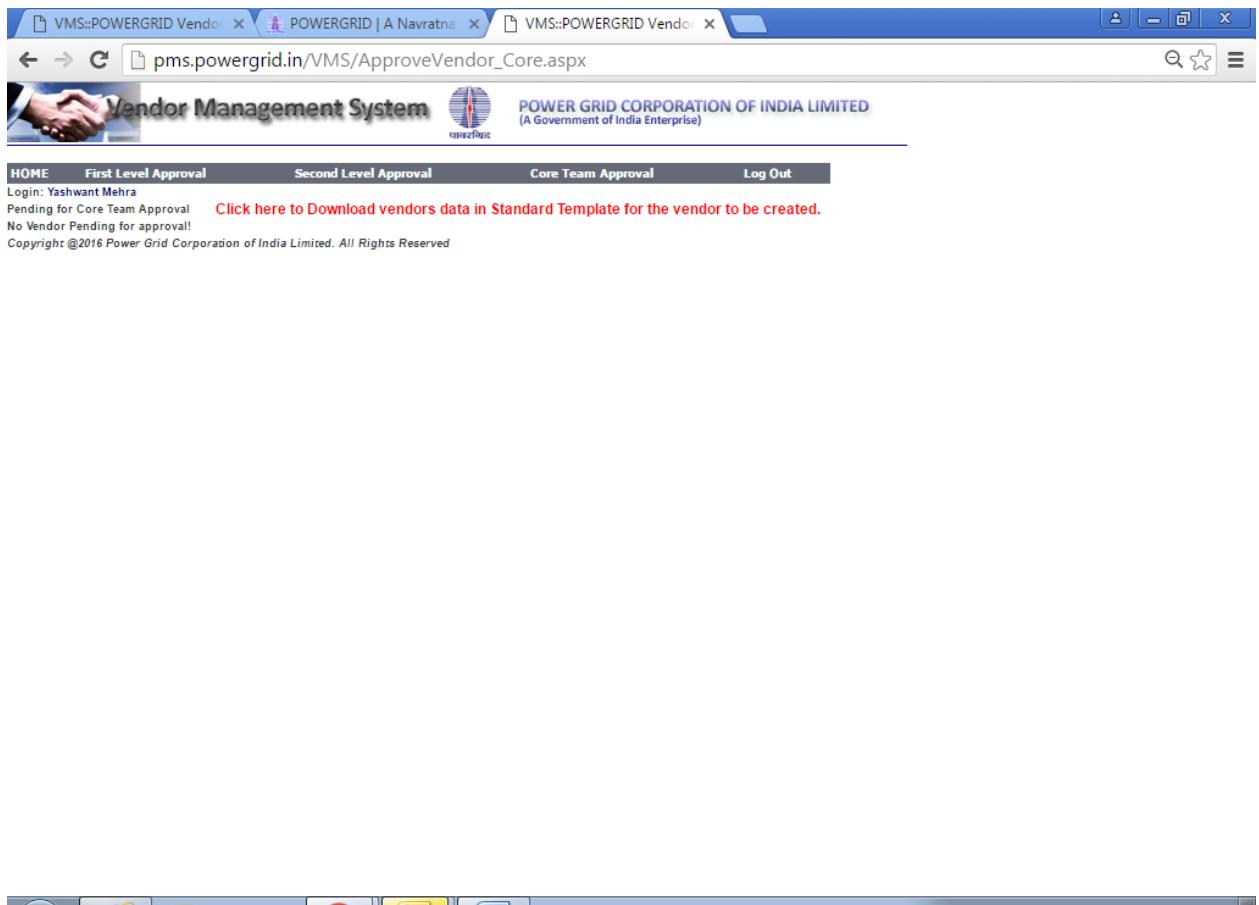
Files Uploaded

- 3939_ECC_vendor test.xls [Download](#)
- 3939_PAN_HMVR 19935 [Download](#)
- Hind and English.pdf

Approve/Reject

Rejection Remarks:

4. डेटा अपलोड टेम्पलेट .xls प्रारूप में डाउनलोड किया जाएगा। / The data will be downloaded in the vendor upload template in .xls format.



5. वेंडर आईडी बनाने के लिए एसएपी ईसीसी में लॉग इन करें और ईसीसी में वेंडर आईडी बनाने की प्रक्रिया का पालन करें / Login in SAP ECC for vendor creation and follow the process of vendor creation in ECC .

रिपोर्ट/ Reports:

1. एस. ए. पी. वेंडर लिस्ट / SAP Vendor List: मेनू SAP Vendor List पर क्लिक करें/ Click on Menu Item SAP Vendor List .
यह रिपोर्ट वीएमएस प्रणाली में बनाया जा रहे वेंडर के लिए एसएपी में बनाई गई सम्बंधित वेंडर आईडी दिखाती है। This Report shows the corresponding Vendor IDs created in SAP for the Vendorids which are being created in the VMS system.



[HOME](#) [First Level Approval](#) [Second Level Approval](#) [Core Team Approval](#) [SAP Vendor List](#) [Compare PAN No](#) [Log Out](#)

Login: Meenu .

SNo	Vendor UserId	VendorID	First Approver	Second Approver	Core Approver
1	3823	2100040307	60001551	60001575	60010987
2	3870	2200000144			
3	3871	2100040305	60001551	60002946	60010987
4	3872	2100040306	60002946	60001551	60010987

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2. Compare Pan NO: मेनू Compare Pan NO पर क्लिक करें | / Click on Menu Item Compare Pan NO.

यह रिपोर्ट एस. ए. पी. के उन वेंडर की सूची दिखाती है जिनके पैन नंबर VMS system में बनने वाले वेंडर के पैन नंबर से मिलते हैं. इस रिपोर्ट का उपयोग करके , अनुमोदक तय कर सकते हैं कि क्या नया वेंडर बनाया जाना चाहिए। / This Report shows the Vendors with the Same PAN No इन सैप which has been submitted for approval and creation in VMS system. Using this report, Approver can decide whether new Vendor should be created or not.



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Login: Meenu .

Serial	ECC_Vendor No.	Pan_No	Vendor_name	Vendor_address	State	City	New Vendor_ID	PAN_Number	Name	City	Region
1	2100040032	AAIPS6919E	Divya Sagar Food Plaza	Ginger Hotel Bindra Cor	Maharashtra	Mumbai	3939	AAIPS6919E	ADITI CONSTRUCTION	Mumbai	Bihar
2	2100040306	AAIPS6919E	ADITI CONSTRUCTION	MIRAPUR BASAHI 24	Bihar	VARANASI	3939	AAIPS6919E	ADITI CONSTRUCTION	VARANASI	Bihar
3	2100040307	AAIPS6919E	testing	MIRAPUR BASAHI 24	Bihar	VARANASI	3939	AAIPS6919E	ADITI CONSTRUCTION	VARANASI	Bihar
4	2100040274	ACXPS5982L	Adinath Sales Agency	NEAR JAIN UPASRAI	Gujarat	VADODARA	3937	ACXPS5982L	Adinath Sales Agency	VADODARA	Gujarat
5	2100040307	AAIPS6919E	testing	MIRAPUR BASAHI 24	Bihar	VARANASI	3932	AAIPS6919E	Divya Sagar Food Plaza	VARANASI	Maharashtra
6	2100040306	AAIPS6919E	ADITI CONSTRUCTION	MIRAPUR BASAHI 24	Bihar	VARANASI	3932	AAIPS6919E	Divya Sagar Food Plaza	VARANASI	Maharashtra
7	2100040032	AAIPS6919E	Divya Sagar Food Plaza	Ginger Hotel Bindra Cor	Maharashtra	Mumbai	3932	AAIPS6919E	Divya Sagar Food Plaza	Mumbai	Maharashtra

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