

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 indenter/regional coordinator)

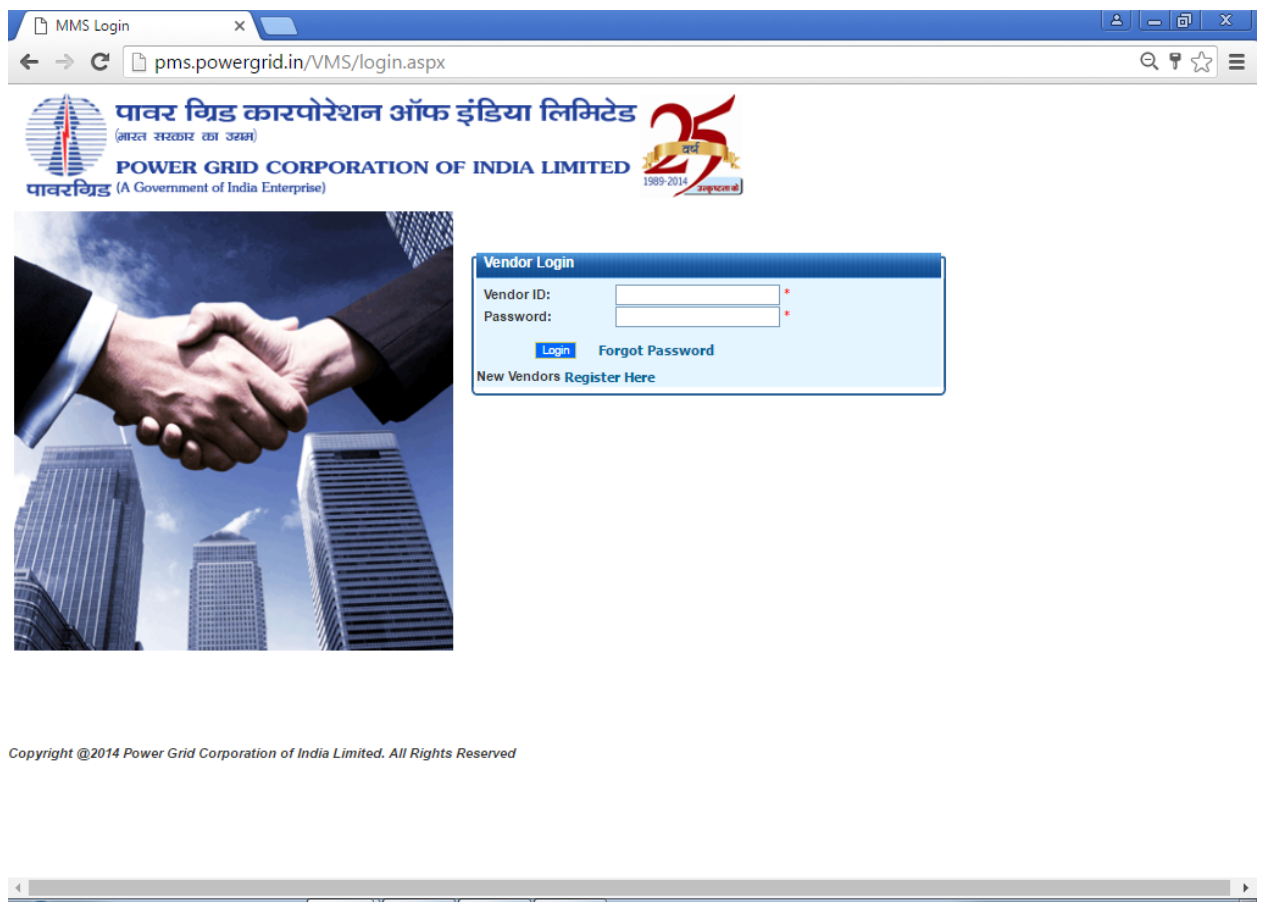
First level approval can be indenter employee no.
second level approval can be regional coordinator (60031069).
Thereafter it goes to the inbox of CC-ERP who will issue vendor code.

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



MMS Login x

← → ↻ pms.powergrid.in/VMS/login.aspx

 पावर ग्रिड कारपोरेशन ऑफ इंडिया लिमिटेड
(भारत सरकार का उद्यम)
POWER GRID CORPORATION OF INDIA LIMITED
पावरग्रिड (A Government of India Enterprise)



Vendor Login

Vendor ID:

Password:

[Login](#) [Forgot Password](#)


[New Vendors Register Here](#)

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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.



MMS Login x

← → ↺ pms.powergrid.in/VMS/Registration.aspx

 पावर ग्रिड कारपोरेशन ऑफ इंडिया लिमिटेड
(भारत सरकार का उद्यम)
POWER GRID CORPORATION OF INDIA LIMITED
पावरग्रिड (A Government of India Enterprise)

 25
1989-2014
अनुष्ठान की

→ | 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 *

Name 1 *

Name 3

House Number

Street *

Street 3

City *

Region

Email Id 1 *

Mobile no 1 *

UserID (POWERGRID) *

Name 2

Name 4

Street 2

Postal Code *

Country *

Telephone No 1 *

Confirm Email Id *

Enter Text as shown in Image below *

93ff66 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 x


pms.powergrid.in/VMS/Registration.aspx

पावर ग्रिड कारपोरेशन ऑफ इंडिया लिमिटेड
(भारत सरकार का उद्यम)
POWER GRID CORPORATION OF INDIA LIMITED
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25
वर्ष
1989-2014
अनुभवशाली

→ | 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.



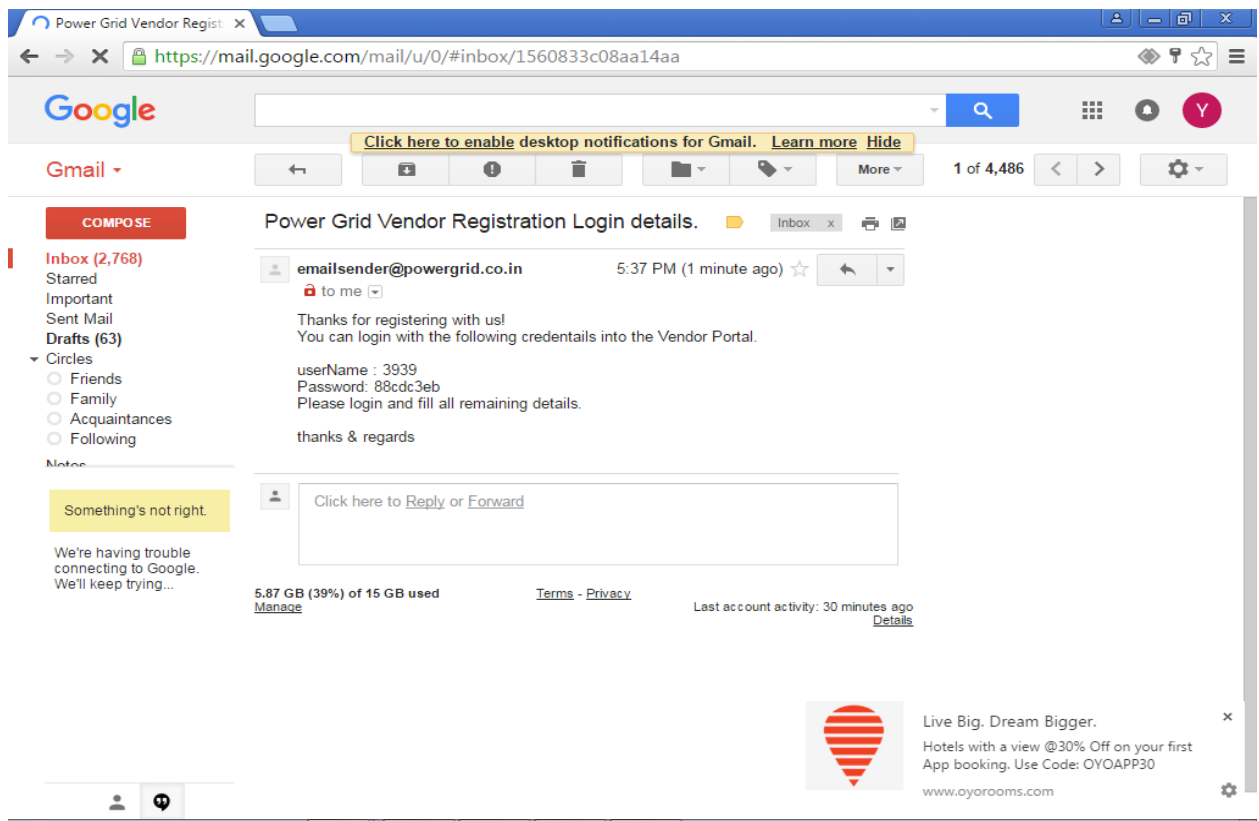
Title: Company
 Name 1: ADITI CONSTRUCTION
 Name 3:
 House Number: 24
 Street: MIRAPUR BASAHI
 Street 3:
 City: VARANASI
 Region:
 Email Id 1: yashwantmehra@powergrid.in
 Mobile no 1: 8527391657
 UserID (POWERGRID): 60002946

Name 2:
 Name 4:
 Street 2: SECTOR-B
 Postal Code: 462023
 Country: India
 Telephone No 1: 8527391657
 Confirm Email Id: yashwantmehra@powergrid.in
 Enter Text as shown in Image below: 2958a3
 2958a3 Refresh

[Click here to Register](#)

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- 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.





- इस 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 X

pms.powergrid.in/VMS/vendor_master.aspx

**Vendor Management System****POWER GRID CORPORATION OF INDIA LIMITED**
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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 2	
Name 3		Name 4	
House Number	24		
Street	MIRAPUR BASAHI	Street 2	SECTOR B
Street 3		Postal Code	462023
City	VARANASI	Country	India
Region		Telephone No 1	8527391657
Mobile no 1	8527391657	Email Id 1	yashwant.mehra78@gmail.co
Telephone No 2		Telephone No 3	
Mobile no 2		Mobile no 3	
Email Id 2		Email Id 3	
Fax Number		UserID (PowerGrid 8-digit no starting	60002946

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

VMS::POWERGRID Vendor X

pms.powergrid.in/VMS/ReviewYourData.aspx

Vendor Management System  **POWER GRID CORPORATION OF INDIA LIMITED**
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HOME Fill Details Additional Bank Acct. Details Review Data Upload Supporting Documents Log Out

PGCIL-Vendor Master Data Review Your Filled Data

Vendor Address

Title	Company	Name 2	
Name 1	ADITI CONSTRUCTION	Name 4	
Name 3			
House Number	24		
Street	MIRAPUR BASAHI	Street 2	SECTOR B
Street 3		Postal Code	462023
City	VARANASI	Country	IN
Region	04	Telephone No 1	8527391657
Telephone No 2		Telephone No 3	
Mobile no 1	8527391657	Mobile no 2	
Mobile no 3		Fax Number	
Email Id 1	yashwant.mehra78@gmail.com	Email Id 2	
Email Id 3			
UserID (POWERGRID)	60002946		

Corporate Group

Corporate Group	Industry Classification
TAN NO	TIN No

Payment Transaction

Bank Country	Bank Key/ IFSC code	hdfc1222
Bank Account Holder	Bank Account	1424422222
Account Group	Recon Account	1810110000

CIN Details

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

[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 X

pms.powergrid.in/VMS/AddBankAccount.aspx

Vendor Management System

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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 Submit Next, if All account Added

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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.**

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: PAN CARD

Browse to upload one by one: Choose File 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।

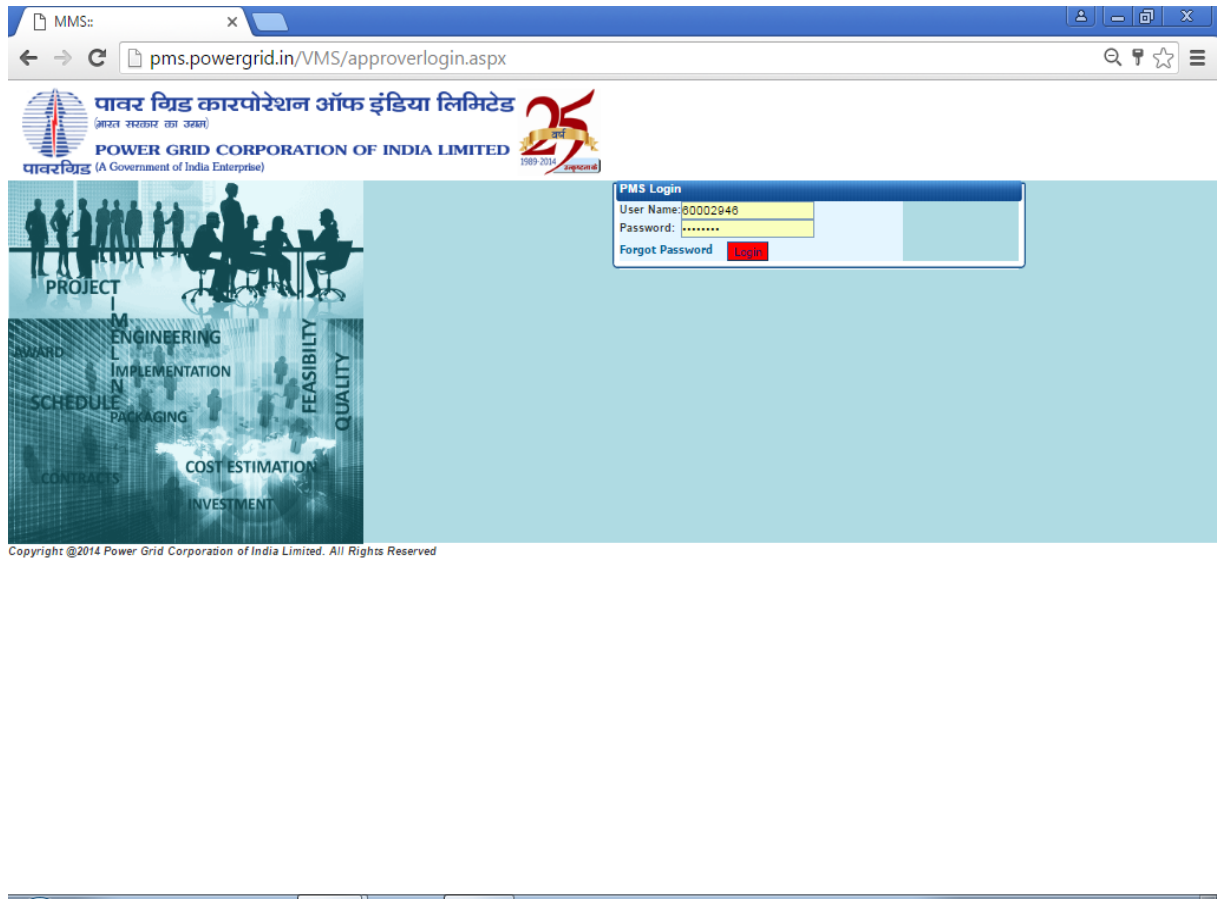
पंजीकरण सम्पूर्ण हो जायेगा और आपका वेंडर आई डी अनुमोदन के लिए पावर ग्रिड टीम को प्राप्त हो जायेगा | / Your Vendor Registration will be completed and it will be forwarded for approval to PowerGrid Team.

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. पावर 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 पावर ग्रिड इंटरनेट/ 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 लिखें | 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 .



Vendor Management System



POWER GRID CORPORATION OF INDIA LIMITED
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[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, PI 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	Name 2	Mehra
House Number	305		
Street	c6	Street 2	s2
Street 3	s3	Postal Code	1223344566
City	ggn	Country	IN
Region	17	Telephone No 1	123456789654322
Telephone No 2	222222	Telephone No 3	333333
Mobile no 1	9873918999	Mobile no 2	1234567891
Mobile no 3	1234567891	Fax Number	123456789
Email Id 1	meenu@powergridindia11.com		Email Id 2 mehra.meenu1@gmail.com

Files Uploaded

3922_ECCVENDOR_STDTEMP.xls

Download

3922_EXCISEformat.pdf

Download

Approve/Reject

Rejection Remarks:

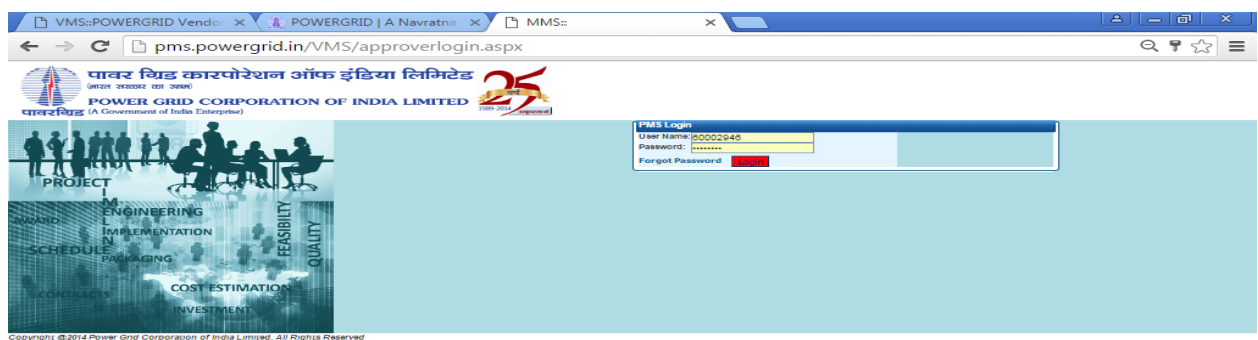
Don't write any rejection remarks in case of forwarding.

Forward to:

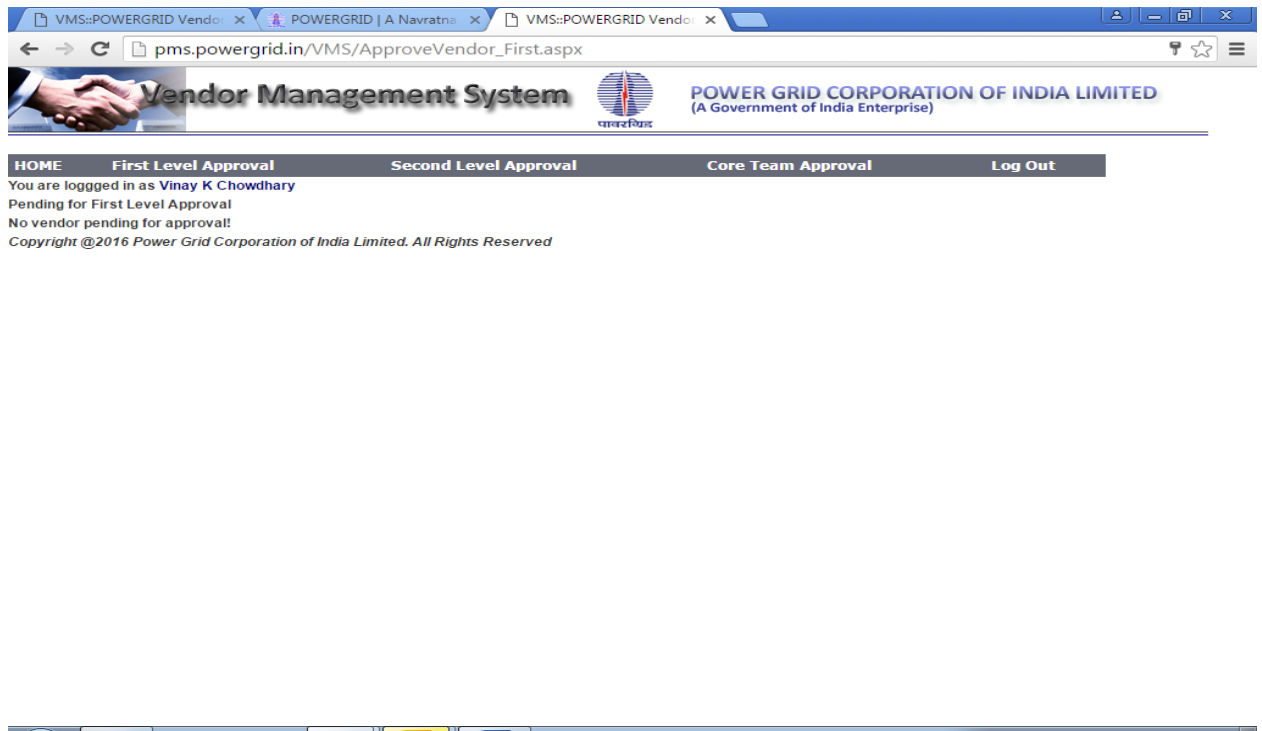
60001551

(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.



Vendor Management System



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[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, PI 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
Name 2	Mehra
House Number	305
Street	c6
Street 2	s2
Street 3	s3
Postal Code	1223344566
City	ggn
Country	IN
Region	17
Telephone No 1	123456789654322
Telephone No 2	222222
Telephone No 3	333333
Mobile no 1	9873918999
Mobile no 2	1234567891
Mobile no 3	1234567891
Fax Number	123456789
Email Id 1	meenu@powergridindia11.com
Email Id 2	mehra.meenu1@gmail.com

Files Uploaded

3922_ECCVENDOR_STDTEMP.xls

Download

3922_EXCISEformat.pdf

Download

Approve/Reject

Rejection Remarks:

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

Forward to:

60001551

(8 Digit Employee No eg: 60012345)

- 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.](#)

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Vendor Management System

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 BASAHI	Street 2	SECTOR B
Street 3		Postal Code	462023
City	VARANASI	Country	IN
Region	04	Telephone No 1	8527391657
Telephone No 2		Telephone No 3	
Mobile no 1	8527391657	Mobile no 2	
Mobile no 3		Fax Number	
Email Id 1	yashwant.mehra78@gmail.com		
Email Id 2			

CIN Details			
Corporate Group	Industry Classification		
Account Group	ZDOM	Recon Account	1810110000
TAN	TIN		
Bank Country		Bank Key	hdfc1222
Bank Account	14244222222	Bank Account holder Name	yash

Files Uploaded

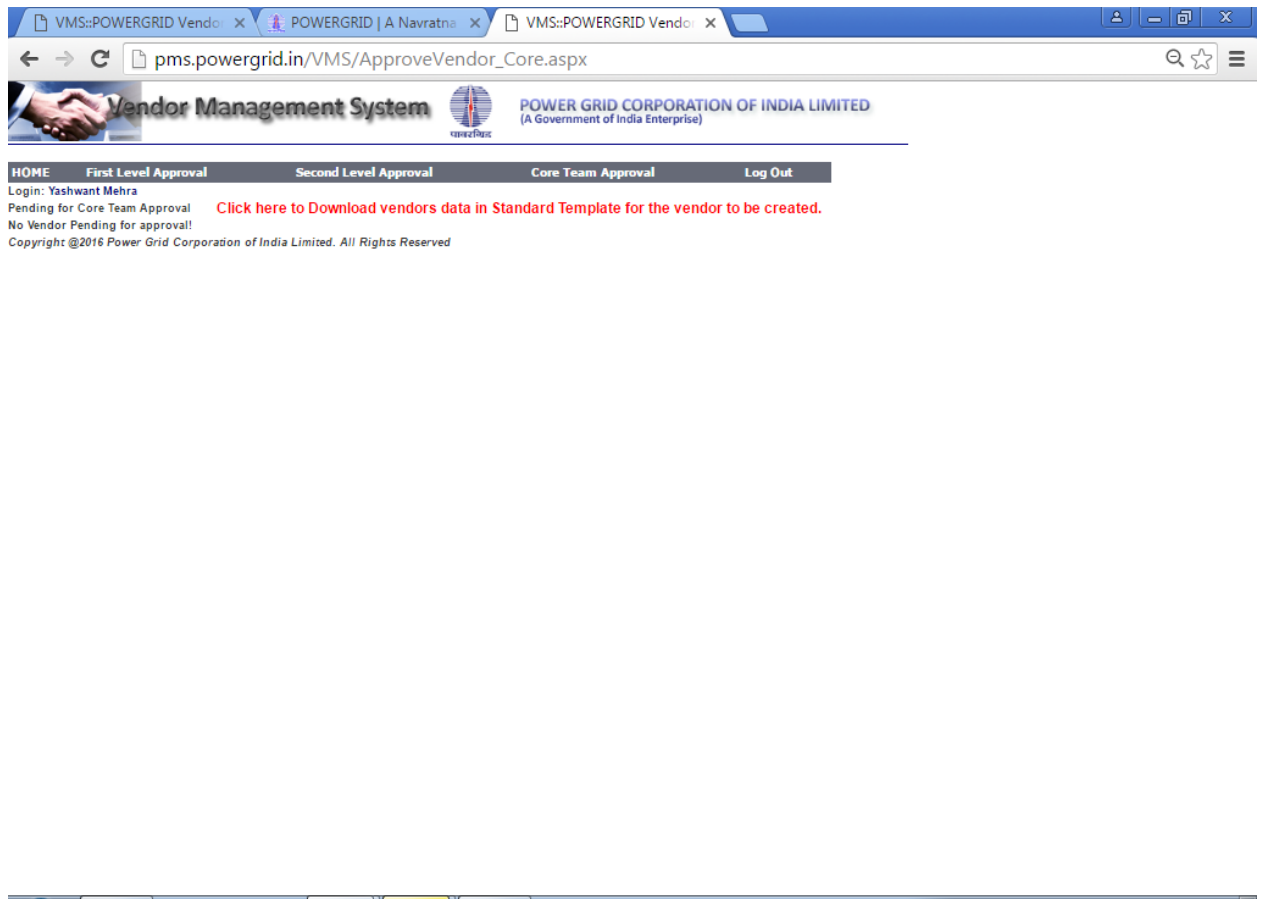
3939_ECC_vendor test.xls [Download](#)

3939_PAN_HMVR 19935 Hind and English.pdf [Download](#)

Rejection Remarks:

Approve/Reject

- 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.



Vendor Management System



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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.



Vendor Management System



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

HOME First Level Approval Second Level Approval Core Team Approval SAP Vendor List Compare PAN No Log Out

Login: Meenu .

Serial No.	ECC_Vendor	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	ACXP55982L	Adinath Sales Agency	NEAR JAIN UPASRAI	Gujarat	VADODARA	3937	ACXP55982L	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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