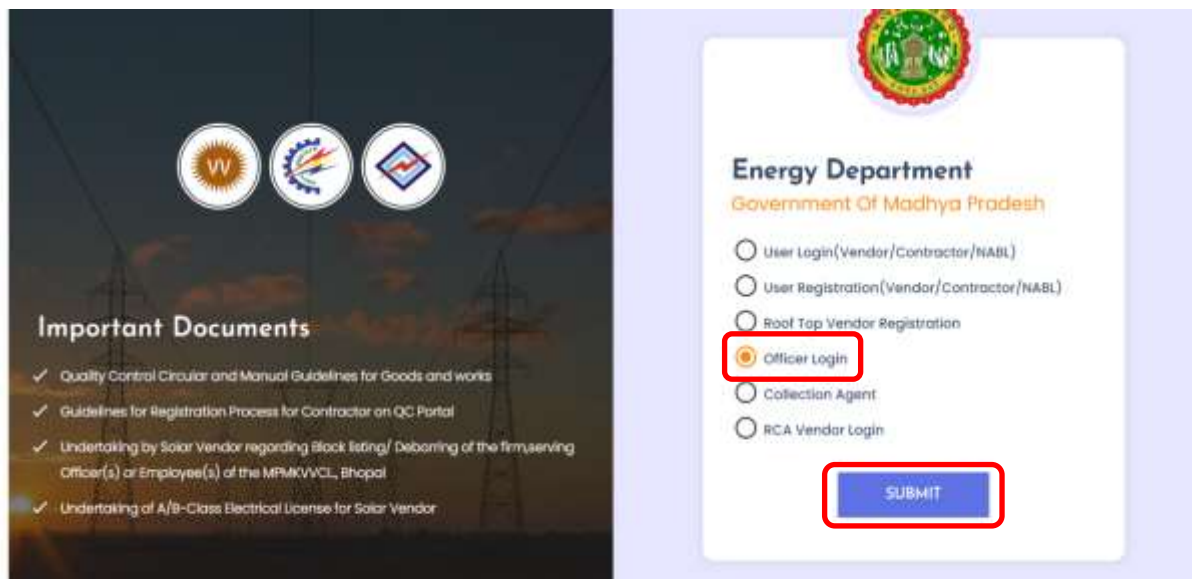


SOP for create and approved DI

1) Click on the URL:- <https://qcportal.mpcz.in/> for log in page and go for officer log on and click on submit button.



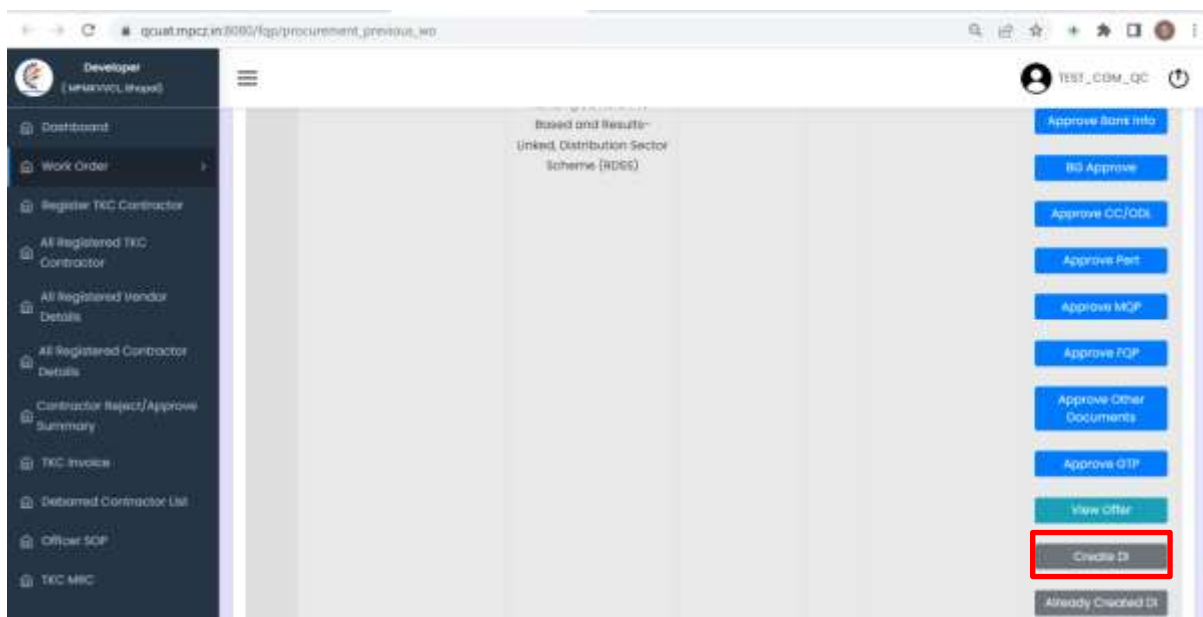
2) After clicking on submit button login page should open for officer, Enter the valid user id and click on sign in button.



3) After clicking on signin button OTP will come up on registered mobile no and otp verification window will open enter the correct OTP and press enter or click on submit code.



4) After logged in click on view work order from side bar click on create DI



5) List of materials will display click on view Materials

The screenshot shows a web application interface for 'Developer (MPMKVVCL, Bhopal)'. The left sidebar contains navigation links: Dashboard, Work Order, Register TKG Contractor, All Registered TKG Contractor, All Registered Vendor Details, All Registered Contractor Details, Contractor Subject/Approve Summary, TKG Invoice, Debarred Contractor List, Officer SOP, and TKG MRC. The main content area is titled 'Create Work Order' and 'Work Order PDI Offers'. It displays a table with the following data:

Sr No.	Offer No.	TKG Supplier	Work Order No.	View WO	Status	Action
1	MD-CZ-RDSS-Pck-II (Aug & Addl)-NoA-18-2022-S-07-079803	STAR DELTA TRANSFORMERS LIMITED	MD/CZ/RDSS/Pck-II (Aug & Addl)/NoA/18	View WO	DI Not Created	View Materials

The 'View Materials' button is highlighted with a red rectangle. At the bottom, there is a footer with copyright information and development details.

6) click on create DI button

The screenshot shows a web application interface for 'WO_CREATOR (MPMKVVCL, Bhopal)'. The left sidebar contains navigation links: Dashboard, Work Order, and Register TKG Contractor. The main content area is titled 'Create Work Order' and 'PDI Completed offer materials'. It displays a table with the following data:

Sr No.	Offer No.	Vendor	Material Name	Quantity	Site Store
1	WO_TEST_82-2023-08-30-271489	LAXMI ENGINEERING	10KV/10KV, CT/PT 200-100 / 5 Amp, Outdoor Oil Immersed Type	10.0	TEST_SITE_ADDRESS

The 'Create DI' button is highlighted with a red rectangle.

7) fill the details and click on next button

WO_CREATOR
(WPMK/VVCL_Bhopal)

Dashboard
Work Order
Register TKC Contractor

Create Dispatch Instruction

DISPATCH INSTRUCTION DETAILS

TKC Supplier Name
SHRI SAI ASSOCIATES

ERP DI Number

DI Subject *

Letter Prefix *

Next

8) Enter the terms and conditions and click on next

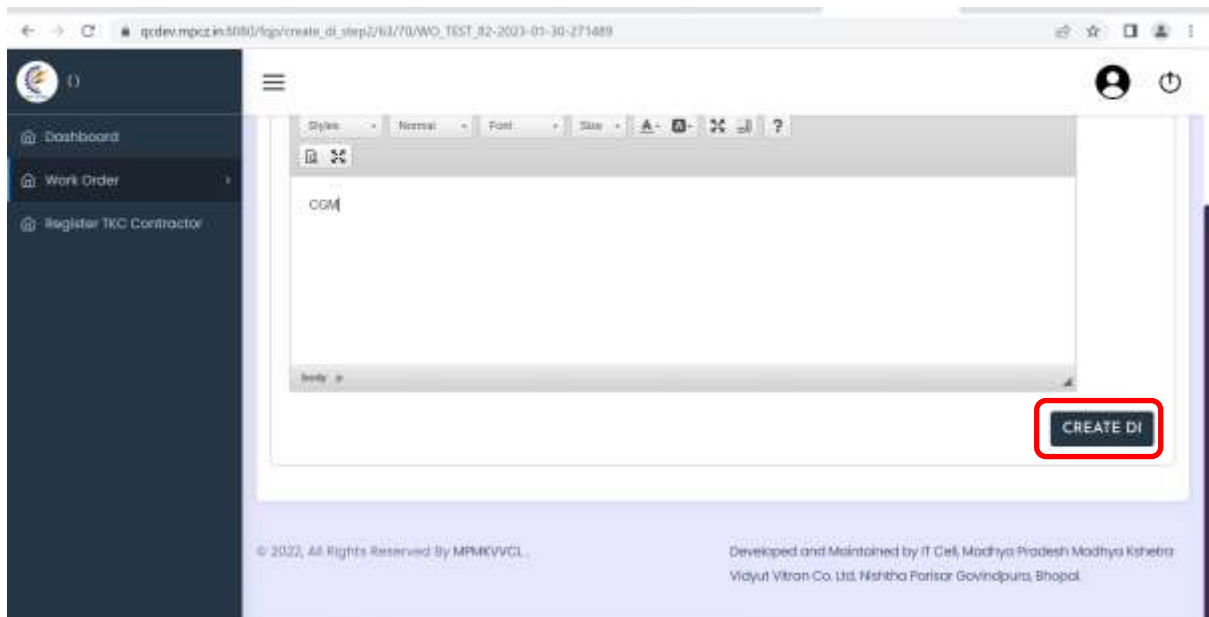
Dashboard
Work Order
Register TKC Contractor

Create Dispatch Instruction

TERMS & CONDITIONS/ORDER CONTENT

Source

Style Format Font Size



10) DI PDF will generate click on sent DI for Approval and click on print for print the PDF



The screenshot displays a web application interface with a sidebar menu on the left containing options like Dashboard, Work Order, Register TNC Contractor, and others. The main content area shows a table titled 'Items Wise Summary of Dispatch Instructions'.

S. No.	Description of Item	Item code	Unit	LOA Qty	Already Dispatched Qty	BAL Qty for offer	Current DI Qty	BAL Qty for DI to be Issued (After deduction of current DI Qty)
1	11 KV, 500 PIN COMPOSITE POLYMER INSULATOR	M-0802002	No.	89436.0	5000.00	5400.00	28.00	5400.00

Below the summary table, there is a section titled 'Details of Current Dispatch Instructions' with another table:

S. No.	Description of Item	Item code	Unit	Current DI Qty	Site Store	Circle Where Item To Be Utilized	Serial/Batch No./Drum No.
1	11 KV, 500 PIN COMPOSITE POLYMER INSULATOR	M-0802002	No.	10.0	M/s Shree Delta Transformer Limited, Project Division, Plot no-362, Sector C, Industrial Area-02	City Circle B, vadodra	1 to 10

11) Please Click on Print and download for printing DI and then upload it by clicking on Upload and send for approval .

If Officer wants to delete the DI he/she can do it by clicking on “Delete & Create DI Again” Button

The screenshot shows the 'Copy To' section of the software interface. It includes a text area for pasting the DI number, a 'Print and Download' button, and an 'Upload and Send DI for Approval' button. There is also a 'Delete & Create DI Again' button. The interface includes a sidebar menu and a footer with copyright information.

After that All created DI list will display user can click on view DI button for view DI

All Di List of work order no. - MD/CZ/RDSS/Pck-II (Aug & Addl)/NoA/118

Show 10 entries

Sr No.	WO No	TKC	DI Subject	ERP DI No.	Created DI Letter	Action
1	MD/CZ/RDSS/Pck-II (Aug & Addl)/NoA/118	STAR DELTA TRANSFORMERS LIMITED	DI_1278	1278	View DI	Already offer sent DI Not Approved
2	MD/CZ/RDSS/Pck-II (Aug & Addl)/NoA/118	STAR DELTA TRANSFORMERS LIMITED	Dispatch instruction for 11 KV/6.33KV VCB, Outdoor Porcelain Clad type with complete Structure & accessories of the works of vendor M/s Steelmec Ltd, Visgaon for Package-II (Additional/Augmentation of PIR) under RDSS.	535	DI Not Uploaded	Already offer sent DI Not

12) Click on view di from side bar to see the status of DI

All Di List

Show 10 entries

Sr No.	WO No	TKC	DI Subject	ERP DI No.	Created DI Letter	Action
1	MD/CZ/RDSS/Pck-II (Aug & Addl)/NoA/118	STAR DELTA TRANSFORMERS LIMITED	DI_1278	1278	View DI	Already offer sent DI Not Approved
2	MD/CZ/RDSS/Pck-VIB(1KV)/Lot-V/PE/NoA/422	PRASHANT ELECTRICALS	Dispatch instruction for supply of : G.I. Bolt with Nut from vendor M/s E. N. Steels Ludhiana, for the contract of New 11 KV line for Bifurcation, interconnection & associates works, under RDSS.	614	View DI	Already offer sent DI Not Approved

If approver rejected the DI Click on View Approver Rejected DI from Side bar

Dashboard

Work Order

Create Work Order

View Work Order

Fetch OPR Order

View DI

View Approved Rejected DI

Tag Circle

Force Called RPA

Update Circle Mail Bag

FCP Information

New FCP Information

Register TFC Contractor

All Registered TFC Contractor

All Registered Vendor Details

https://uat.mpcz.in:8080/fgp/all_rejected_wo_di

All Di List of work order no. - MD/CZ/RDSS/Pck-II (Aug & Addl)/NoA/118

Show 10 entries

Search:

Sr No.	WO No.	TFC	DI Subject	ERP DI No.	Created DI Letter	Action
1	MD/CZ/RDSS/Pck-II (Aug & Addl)/NoA/118	STAR DELTA TRANSFORMERS LIMITED	DI_SUBJECT_1	10455	View DI	Already offer sent DI Not Approved
2	MD/CZ/RDSS/Pck-II (Aug & Addl)/NoA/118	STAR DELTA TRANSFORMERS LIMITED	DI_subject	1345	View DI	Already offer sent View approved DI
3	MD/CZ/RDSS/Pck-II (Aug & Addl)/NoA/118	STAR DELTA TRANSFORMERS LIMITED	Dispatch instruction for AACR Resoon Conductor at the waste of vendor M/s Mahaveer Transmission Limited, Defectudn for Package-II (Addition/Augmentation of PDI) under RDSS.	1455	View DI	Already offer sent View approved DI
4	MD/CZ/RDSS/Pck-II (Aug & Addl)/NoA/118	STAR DELTA TRANSFORMERS LIMITED	Dispatch instruction for 33/11 KV Power Transformer, DFTC Type.	1460	View DI	Already offer sent

Click on Create DI Again

Dashboard

Work Order

Register TFC Contractor

All Registered TFC Contractor

All Registered Vendor Details

All Registered Contractor Details

Contractor Reject/Approve Summary

TFC Invoice

Debarred Contractor List

Officer SOP

DI Creation SOP

TFC MNC

https://uat.mpcz.in:8080/fgp/all_rejected_wo_di

All Rejected DI List

Show 10 entries

Search:

Sr No.	WO No.	OFFER No.	TFC	DI Subject	ERP DI No.	Created DI Letter	Action
1	MD/CZ/RDSS/Pck-II (Aug & Addl)/NoA/118	MD-CZ-RDSS-Pck-II (Aug & Addl)-NoA-118-2022-11-07-703859/123455/5	STAR DELTA TRANSFORMERS LIMITED	DI_SUBJECT_1	10455	View DI	Create DI Again

Showing 1 to 1 of 1 entries

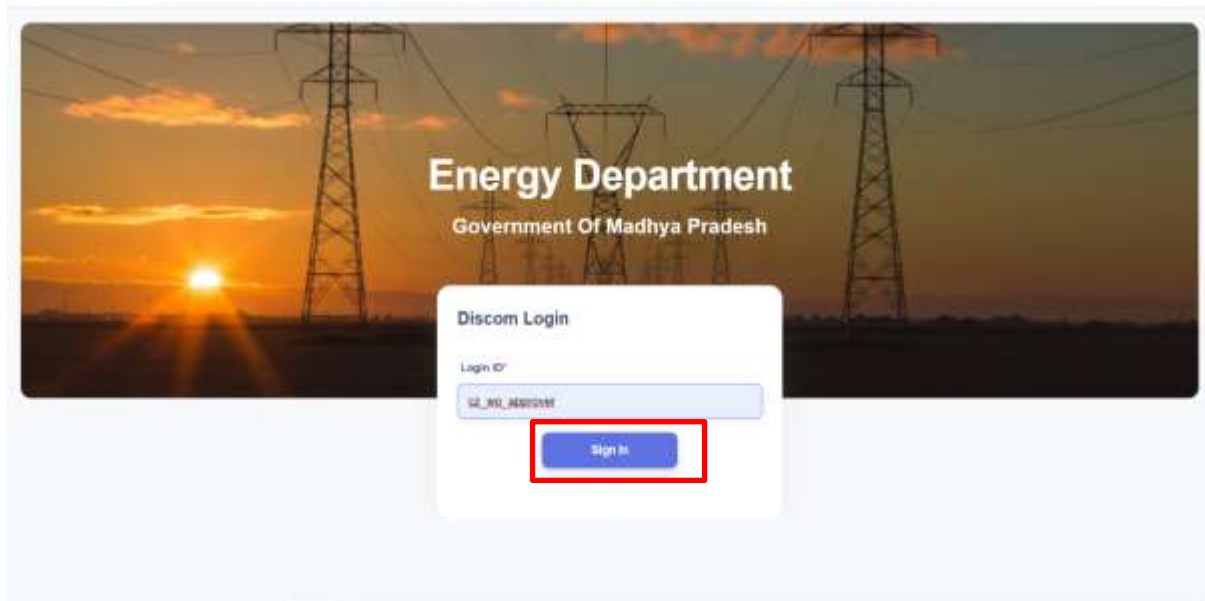
First Previous 1 Next Last

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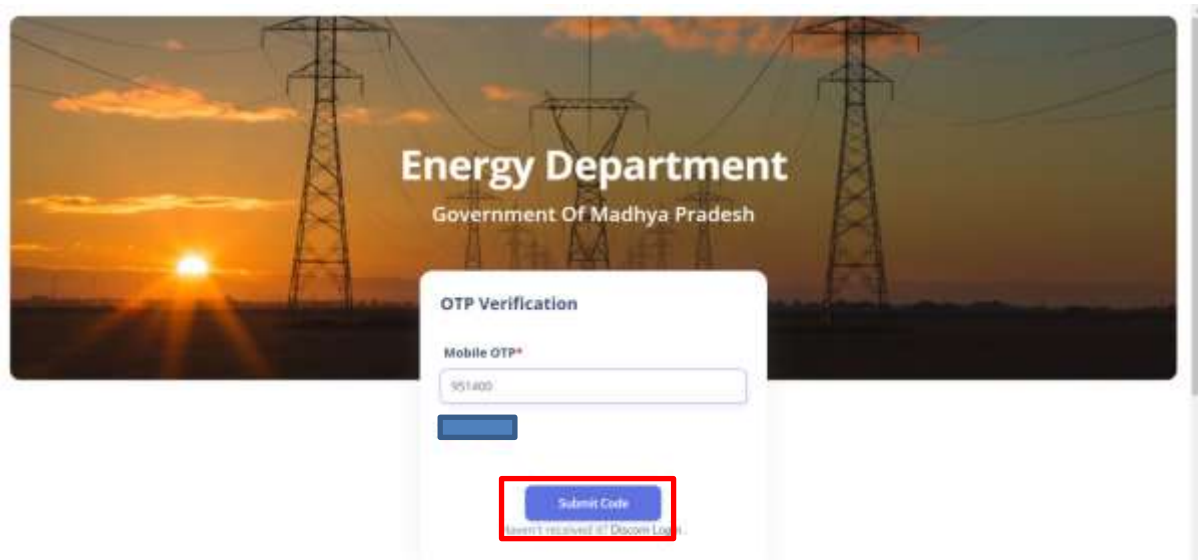
From here you can create DI again

13) Than another officer (that is from approval) side will login by their valid credentials



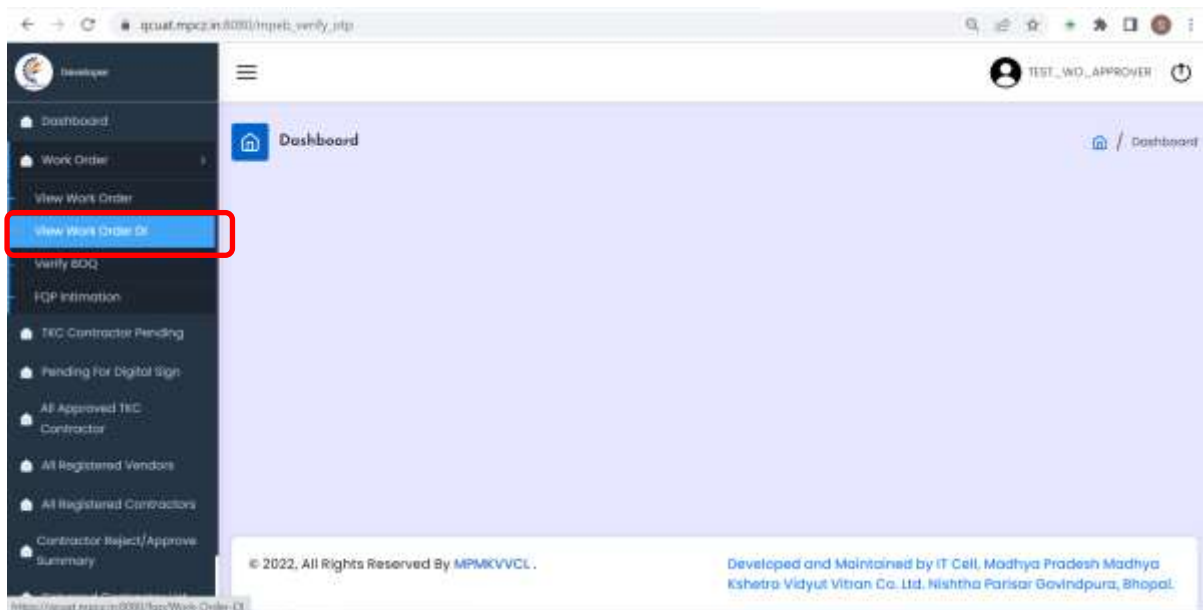
Click on sign up

14) OTP verification window will open, enter valid otp.

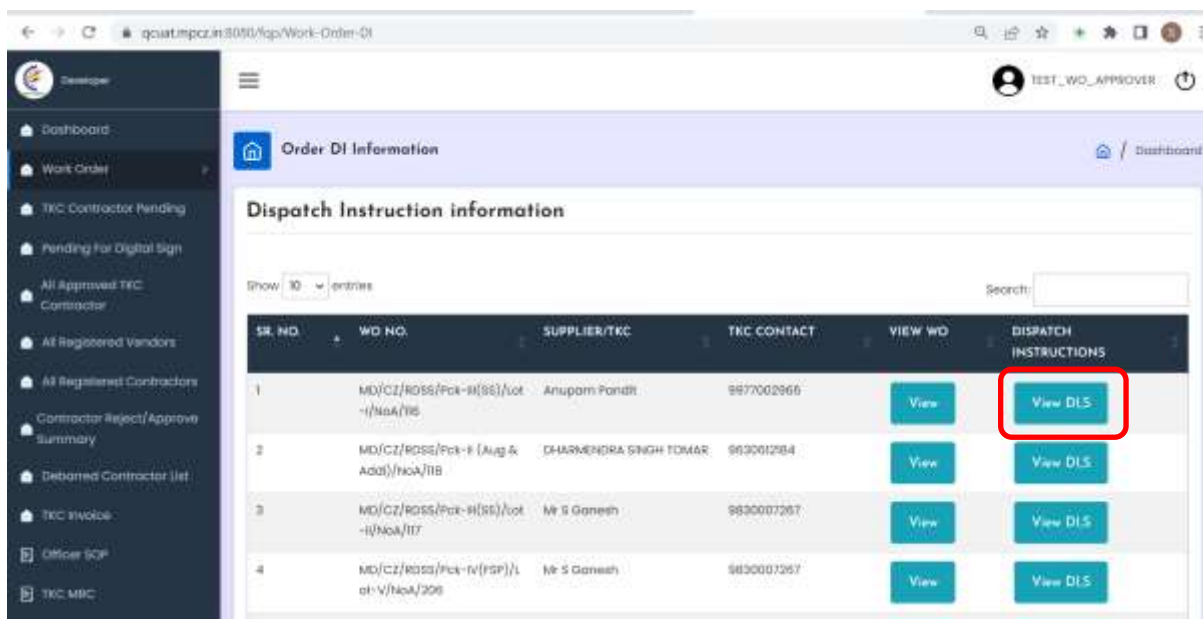


Click on submit code.

15) Users dashboard will open click on view work order DI



16) List will display of all created DI click on View DI Button



17)

a) Click on view DI/Download Uploaded by Creator

b) To Approve the DI click on Approve DI

c) After Approval Click on Upload Digital DI

qoust.mpcet.in:8080/qp/work_order_dispatch_instruction_list/5

TEST_WO_APPROVER

RDSS

38	MD-CZ-RDSS-Pck -II (Aug & Addtl)- NoA-18-2022-II- 07-579603	MD/CZ/RDSS/Pck -I (Aug & Addtl)- NoA/18	I278	DI_I278	DHARMENDRA SIN GH TOMAR	June 7, 2023	View WO	View DI/Download Uploaded By Creator	Approve DI	Upload Digital DI Order
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qoust.mpcet.in:8080/qp/Wo-Di-Approval/144/5

TEST_WO_APPROVER

RDSS

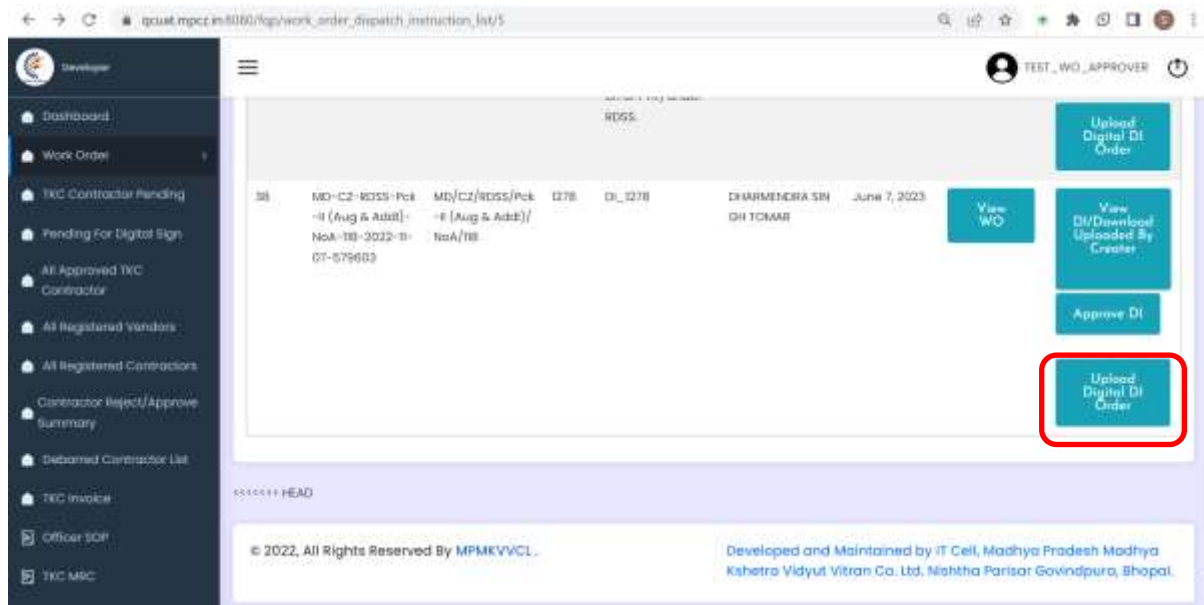
38	MD-CZ-RDSS-Pck -II (Aug & Addtl)- NoA-18-2022-II- 07-579603	MD/CZ/RDSS/Pck -I (Aug & Addtl)- NoA/18	I278	DI_I278	DHARMENDRA SIN GH TOMAR	June 7, 2023	View WO	View DI/Download Uploaded By Creator	DI Approved	Upload Digital DI Order
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Click on Upload DI Order to upload DI



18) Officer will get the message Di Approved Successfully

Dashboard

Work Order

TTC Contractor Pending

Pending for Digital Sign

All Approved TTC Contractor

All Registered Vendors

All Registered Contractors

Contractor Reject/Approve Summary

Debarred Contractor List

TTC Invoice

Officer SOP

TTC MRC

Order DI Information

Dispatch Instruction information

DI Digital Order Upload Successfully

All DI's For Work Order No.

Sr. No.	OFFER NO.	WO NO.	DI NO.	DI SUBJECT	SUPPLIER	DI DATE	VIEW WO	ACTION
1	MD-CZ-RDSS-Pck-II (Aug & Addl)-NoA-118-2022-II-07-554981	MD/CZ/RDSS/Pck-II (Aug & Addl)/NoA/118	137	Dispatch Instruction for 11 kV & 33 kV Insulators at the works of vendor M/s Gang Insulators Pvt. Ltd, Sirohi Package-II (Addl Work/Augmentation of PTR) under RDSS.	DHARMENDRA SINGH TOMAR	April 18, 2023	View WO	View System Generated DI Approve DI View Digital DI Order

19) TO reject the DI click on "Reject & Send to Creator"

Dashboard

Work Order

TTC Contractor Pending

Pending for Digital Sign

All Approved TTC Contractor

All Registered Vendors

All Registered Contractors

Contractor Reject/Approve Summary

Debarred Contractor List

TTC Invoice

Officer SOP

TTC MRC

Dispatch Instruction information

All DI's For Work Order No. MD/CZ/RDSS/Pck-II (Aug & Addl)/NoA/118

Show 10 entries

Search: 03

Sr. No.	Offer No.	WO No.	DI No.	DI Subject	Supplier	DI Date	View WO	Action
07	MD-CZ-RDSS-Pck-II (Aug & Addl)-NoA-118-2022-II-07-710298	MD/CZ/RDSS/Pck-II (Aug & Addl)/NoA/118	03455	DI SUBJECT_1	DHARMENDRA SINGH TOMAR	Aug 8, 2023	View WO	View DI/Download uploaded by creator Approve DI Upload Digital DI Order Reject & Send to Creator

Showing 1 to 1 of 1 entries (filtered from 57 total entries)

Previous 1 Next

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20) After rejecting the DI message will display

← → ↻ 🔒 qcut.mpcz.in:8080/top/approver_delete_di_data/795/5

🔍 📄 ⚙️ 🏠 👤 TEST_WO_APPROVER ⌚

🏠 Order DI Information 📄 / Dashboard

Dispatch Instruction information

DI Rejected Successfully

All DI's For Work Order No. MD/CZ/RDSS/Pck-II (Aug & Addl)/NoA/118

Show 10 entries Search

Sr. No.	Offer No.	WO No.	DI No.	DI Subject	Supplier	DI Date	View WO	Action
1	MDCZ-RDSS-88-001	MD/CZ/RDSS/Pck-II (Aug & Addl)/NoA/118	3		DHARMENDRA SINGH TOMAR	FEB 11, 2023	View WO	View system generated DI Approve DI Upload Dispatch DI Order Reject & Send to Contractor
2	MDCZ-	MD/CZ/RDSS/Pck-II	4		DHARMENDRA	FEB 14,	View WO	View system

NOTE:-

After this process contractor(TKC) will Dispatch the material .