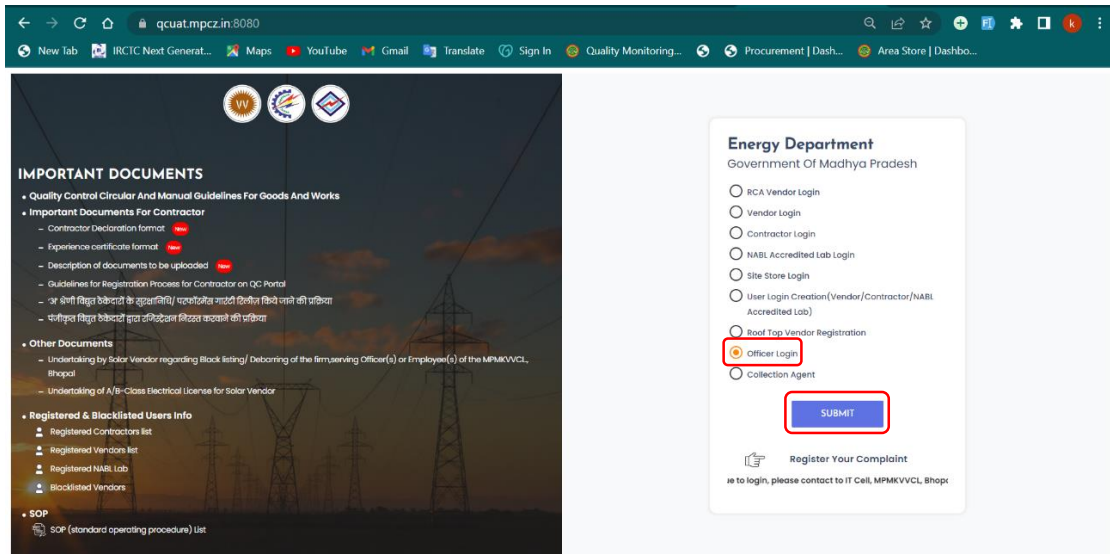
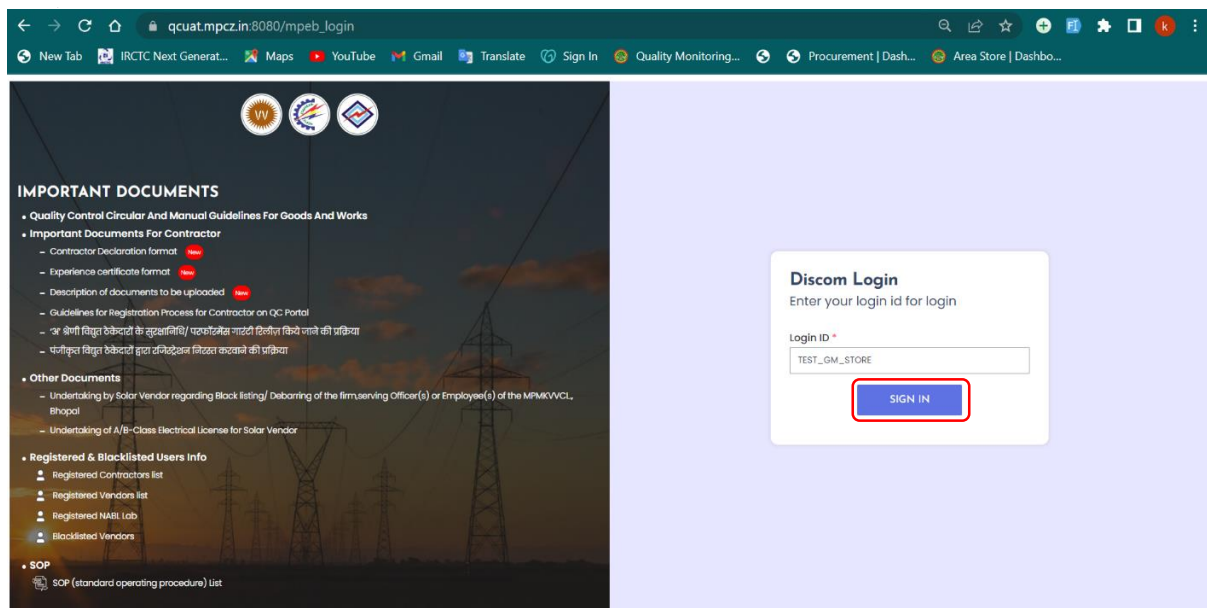


## SOP MRC Process for Officer Side

1. Click on link <https://qcuat.mpcz.in:8080/> to login the page and go to “Officer Login” and click on “Submit” button.



2. After clicking on Submit button, login page will open for officer, now enter valid “login ID” and login by clicking on “SIGN IN” button.



3. After clicking on SIGN IN button, you will get OTP on your register mobile number, enter the correct OTP and click on “SUBMIT CODE”.

The screenshot shows a web browser window with the URL `qcuat.mpcz.in:8080/mpeb_verify_otp`. The page header includes navigation links: New Tab, IRCTC Next Generat..., Maps, YouTube, Gmail, Translate, Sign In, Quality Monitoring..., Procurement | Dash..., and Area Store | Dashbo... The main content area has a light purple background. On the left, there is an illustration of a power line tower and a smartphone displaying the 'OTP Verification' screen. The smartphone screen shows the Energy Department logo, a 'Verified' status, and a 'SUBMIT CODE' button. On the right, there is a white box titled 'OTP Verification' with the text 'Please enter the one time password to verify your account.' Below this is a text input field labeled 'Mobile OTP' containing the number '473785'. A red rectangle highlights the 'SUBMIT CODE' button.

4. After clicking on submit code button, Officer Dashboard will open then go to side bar and click on “PO MRC”.

The screenshot shows the same web browser window after successful OTP verification. The URL remains `qcuat.mpcz.in:8080/mpeb_verify_otp`. The page layout has changed to a dashboard. On the left, there is a dark sidebar with the following menu items: GM Store, Dashboard, RCA Order, PO MRC (highlighted with a red rectangle), All MRC, Create MRC, Officer SOP, and Logout. The main content area is currently blank. At the bottom of the browser window, the address bar shows the URL `https://qcuat.mpcz.in:8080/po/po_mrc_order_list`.

5. After clicking on PO MRC order list will display click on “Create MRC”.

The screenshot shows the 'MRC Order List' page in the GM Store application. The left sidebar contains navigation links: Dashboard, RCA Order, PO MRC, Officer SOP, and Logout. The main content area displays a table with one entry. The 'Action' column for this entry has a 'Create MRC' button highlighted with a red box. Below the table, it says 'Showing 1 to 1 of 1 entries' and includes 'Previous' and 'Next' navigation links.

S.No.	PO No.	DI No.	Vendor	Material Name	Material Item Code	Material Qty	Store Name	View Result	Action
1	6202023	620203200100	V.R. Infra Pvt. Ltd.	11 KV CTPT Units Oil Immersed 3 Phase 4 wire, 15/5 Amps 0.5s	M-0301079	201	Area Store Bhopal	<a href="#">View Result</a>	<a href="#">Create MRC</a>

6. After that select “MRC Creation Date” and click on “SAVE AND NEXT” button.

The screenshot shows the 'MRC Add Release' page in the GM Store application. The left sidebar is the same as in the previous screenshot. The main content area contains form fields for 'Purchase Order /ID', 'DI Nos / ID', 'Areastore Name', and 'MRC Creation Date (mm/dd/yyyy)'. The 'MRC Creation Date' field is highlighted with a red box. A 'SAVE AND NEXT' button is also highlighted with a red box at the bottom right of the form.

Purchase Order /ID: 6202023

DI Nos / ID: 620203200100

Areastore Name: Area Store Bhopal

MRC Creation Date (mm/dd/yyyy): mm/dd/yyyy

[SAVE AND NEXT](#)

7. Then fill the mandatory details and “Add Name” and click on “SAVE AND NEXT” button.

The screenshot shows a web browser window with the URL `qcuat.mpcz.in:8080/po/po_mrc_add_release/142`. The left sidebar contains the 'GM Store' logo and navigation links: Dashboard, RCA Order, PO MRC, Officer SOP, and Logout. The main content area is titled 'Copy To' and features a 'Copy To List' header. Below this is a form with a label 'Enter Name(Copy To) \*' and a text input field containing 'Add Name'. At the bottom right of the form are two buttons: 'ADD NAME' and 'SAVE AND NEXT', both of which are highlighted with red rectangular boxes.

8. Then Fill “Enter comment” and click on “CREATE MRC” button.

The screenshot shows a web browser window with the URL `qcuat.mpcz.in:8080/po/po_mrc_add_comment/1`. The left sidebar is identical to the previous screenshot. The main content area is titled 'Comments' and features a form with a label 'Enter Comment \*' and a text input field containing 'Add Name'. At the bottom right of the form are two buttons: 'ADD COMMENT' and 'CREATE MRC', both of which are highlighted with red rectangular boxes.

New Tab IRCTC Next Generat... Maps YouTube Gmail Translate Sign In Quality Monitoring... Procurement | Dash... Area Store | Dashbo...

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GM Store

Dashboard

RCA Order

PO MRC

Officer SOP

Logout

M.P.MADHYA KSHETRA VIDYUT VITARAN COMPANY LIMITED  
(Government of M. P. Undertaking)  
Regd. Office: Nishtha Parisar, Govindpura Bhopal 462023  
' 0755-2601300, Ext-501, Website portal.mpcz.in  
CIN NUMBER: U40109MP2002SGC015119  
प्रकाश एवं विकास

Material receipt certificate (MRC) for good Received

Report Date 20-Jun-2023

Order - LDN-62020/620203200100  
TO,  
CHIEF GENERAL MANAGER-BHOPAL  
MPMKVVCL Bhopal  
Subject : Material receipt certificate (MRC) for good received against PO no.6202023/DI no.620203200100  
The consignments as per details given below have been Received  
PO Subject: TEST MRC ON UAT

Supplier Name	V.R. Infra Pvt. Ltd.	Supplier Work	Area Store Bhopal
AGAINST Order No.	6202023	June 20, 2023	MRC No.
Order Description	order for supply of DLM compliant three phases whole current statics Energy meter (10-40) WITH OPTICAL COMMUNICATION PORT ALONG WITH METER BOX AGAINST TS 534		

GM Store

Dashboard

RCA Order

PO MRC

Officer SOP

Logout

Dispatch Instruction Details For PO Number:6202023

DI Number	DI Subject	Remark
620203200100	TEST MRC	Kindly approve the DI NO Dated June 20, 2023

Good receipt Detail for PO Number:6202023

1					
G.R. NO	24	G.R.N Date	June 20, 2023	D.R.R NO	6789AA
MTR NO & Date		Vehical No.	MH08TY5252	Transport Agency	
Invoice/Challan No. And Date	6789AA and June 20, 2023				

Item Code	Item Description	UOM	Quantity Delivered	Manufacturing Serial Number From-To	Remark
M-0301079	III KV CTPT Units Oil Immersed 3 Phase 4 wire, 15/5 Amps 0.5s	NO	201	201	Ok

**NOTE:** Subject of detailed checking as per technical specification of order.The Entry of consignment has been taken in the daily receipt Register(of material) as mentioned above.

**Comment:** Lot Accepted 6202023

GM/AGM/DQM/Area Store Bhopal

MPMKVVCL, Bhopal

Area Store Bhopal

Print

10. After created Material Receipt Certificate (MRC) then “upload & approve” then click on “upload link” button.


The screenshot shows the 'MRC Release List' page in the GM Store application. The page has a sidebar on the left with navigation options: Dashboard, RCA Order, PO MRC, All MRC, Create MRC, Officer SOP, and Logout. The main content area displays a table with the following columns: S.No., PO No., DI No., MRC No., Vendor, Material Name, Material Item Code, Material Qty, Store Name, Action, Upload & Approve, and Download Digitally Signed Pdf. A single entry is shown in the table. The 'Upload & Approve' column for this entry contains a red button labeled 'Upload link', which is highlighted with a red rectangle. Below the table, it says 'Showing 1 to 1 of 1 entries'. The browser address bar shows the URL 'https://qcuat.mpcz.in:8080/po/po\_mrc\_release\_list'.

S.No.	PO No.	DI No.	MRC No.	Vendor	Material Name	Material Item Code	Material Qty	Store Name	Action	Upload & Approve	Download Digitally Signed Pdf
1	6202023	620203200100	1	V.R. Infra Pvt. Ltd.	11 KV CTPT Units Oil Immersed 3 Phase 4 wire, 15/5 Amps 0.5s	M-0301079	201	Area Store Bhopal	<a href="#">View MRC</a>	<a href="#">Upload link</a>	<a href="#">Upload</a>

11. Then will “Upload Digitally Signed” Pdf and click on “SUBMIT” button.

The screenshot shows the 'Upload Digitally Signed' page in the GM Store application. The page has a sidebar on the left with navigation options: Dashboard, RCA Order, PO MRC, Officer SOP, and Logout. The main content area displays a form with a red rectangle around the text 'Upload Digitally Signed Pdf Here \*' and a 'Choose File' button. Below this, it says 'No file chosen'. On the right side of the page, there is a blue button labeled 'SUBMIT', which is highlighted with a red rectangle. The browser address bar shows the URL 'https://qcuat.mpcz.in:8080/po/upload\_digital\_po\_mrc/1'.

12. After uploaded the Pdf, Status will changed and Download Digitally Signed Pdf.

 GM Store

Dashboard

RCA Order

PO MRC

Officer SOP

Logout

MRC Release List

entries

Search:

PO No.	DI No.	MRC No.	Vendor	Material Name	Material Item Code	Material Qty	Store Name	Action	Upload & Approve	Download Digitally Signed Pdf
4536	2649	1	Century Infrapower Private limited	DTR II/0.4 KV 3-Star rated Conventional 200 KVA	M-0108004	139	Area Store Indore	<a href="#">View MRC</a>	<a href="#">Upload link</a>	<a href="#">Uploaded</a>

1 of 1 entries

Previous1Next