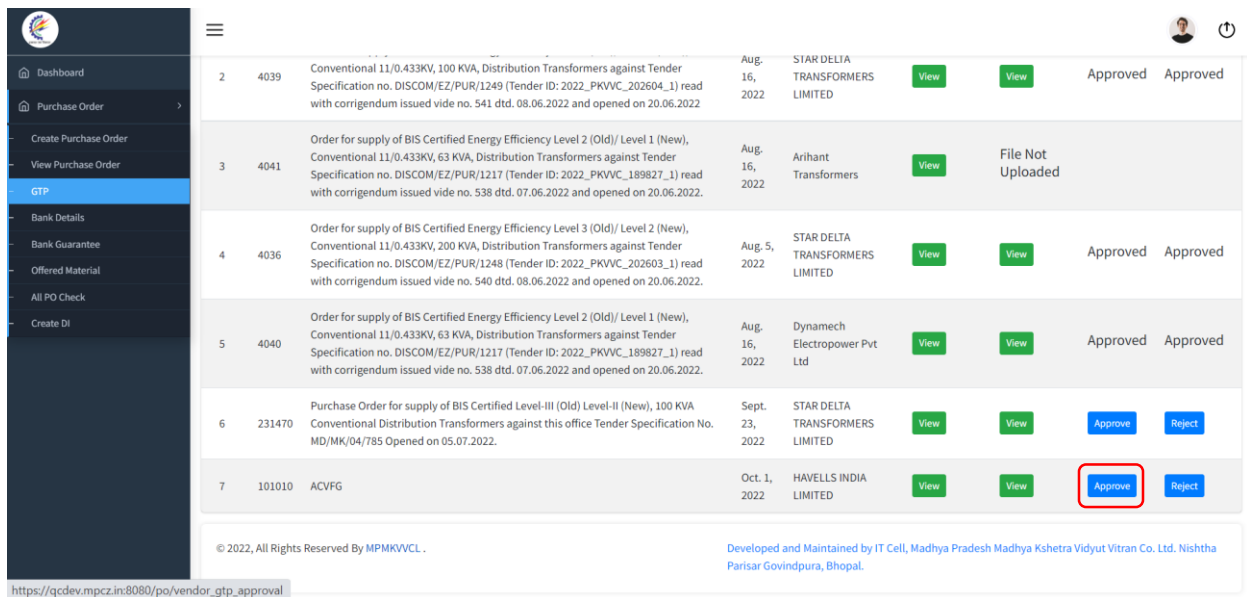


SOP for Approved Documents from creator side

1. After Uploading GTP Details from vendor click on the GTP from side bar than page will open for view GTP details and for approval/rejection Officer can approve/reject the details.



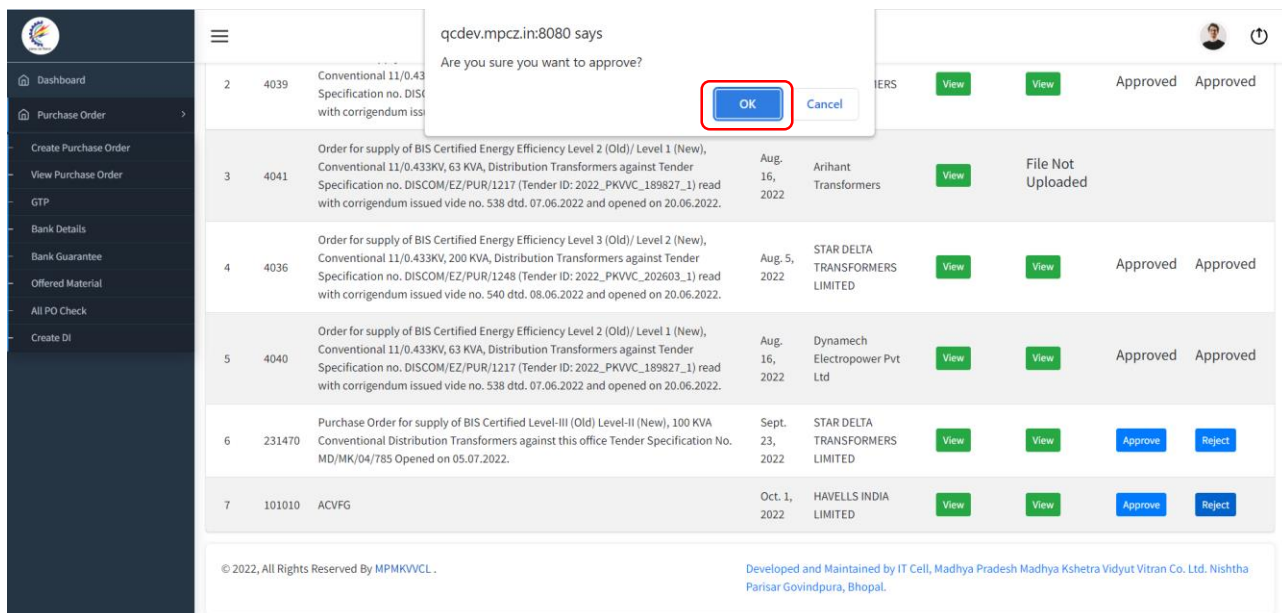
The screenshot shows a web application interface for GTP approval. On the left is a sidebar with navigation options: Dashboard, Purchase Order, Create Purchase Order, View Purchase Order, GTP (highlighted), Bank Details, Bank Guarantee, Offered Material, All PO Check, and Create DI. The main area displays a table of documents for approval. The table has columns for ID, Description, Date, Vendor, and Action buttons (View, File Not Uploaded, Approved, Rejected). The 'Approve' button for the last row is highlighted with a red box.

ID	Description	Date	Vendor	Action
2	Conventional 11/0.433KV, 100 KVA, Distribution Transformers against Tender Specification no. DISCOM/EZ/PUR/1249 (Tender ID: 2022_PKVVC_202604_1) read with corrigendum issued vide no. 541 dtd. 08.06.2022 and opened on 20.06.2022	Aug. 16, 2022	STAR DELTA TRANSFORMERS LIMITED	View, View, Approved, Approved
3	Order for supply of BIS Certified Energy Efficiency Level 2 (Old)/ Level 1 (New), Conventional 11/0.433KV, 63 KVA, Distribution Transformers against Tender Specification no. DISCOM/EZ/PUR/1217 (Tender ID: 2022_PKVVC_189827_1) read with corrigendum issued vide no. 538 dtd. 07.06.2022 and opened on 20.06.2022.	Aug. 16, 2022	Arihant Transformers	View, File Not Uploaded
4	Order for supply of BIS Certified Energy Efficiency Level 3 (Old)/ Level 2 (New), Conventional 11/0.433KV, 200 KVA, Distribution Transformers against Tender Specification no. DISCOM/EZ/PUR/1248 (Tender ID: 2022_PKVVC_202603_1) read with corrigendum issued vide no. 540 dtd. 08.06.2022 and opened on 20.06.2022.	Aug. 5, 2022	STAR DELTA TRANSFORMERS LIMITED	View, View, Approved, Approved
5	Order for supply of BIS Certified Energy Efficiency Level 2 (Old)/ Level 1 (New), Conventional 11/0.433KV, 63 KVA, Distribution Transformers against Tender Specification no. DISCOM/EZ/PUR/1217 (Tender ID: 2022_PKVVC_189827_1) read with corrigendum issued vide no. 538 dtd. 07.06.2022 and opened on 20.06.2022.	Aug. 16, 2022	Dynamech Electropower Pvt Ltd	View, View, Approved, Approved
6	Purchase Order for supply of BIS Certified Level-III (Old) Level-II (New), 100 KVA Conventional Distribution Transformers against this office Tender Specification No. MD/MK/04/785 Opened on 05.07.2022.	Sept. 23, 2022	STAR DELTA TRANSFORMERS LIMITED	View, View, Approve, Reject
7	101010 ACVFG	Oct. 1, 2022	HAVELLS INDIA LIMITED	View, View, Approve, Reject

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2. Click on approve button u will get the message for confirmation of approval click on ok button



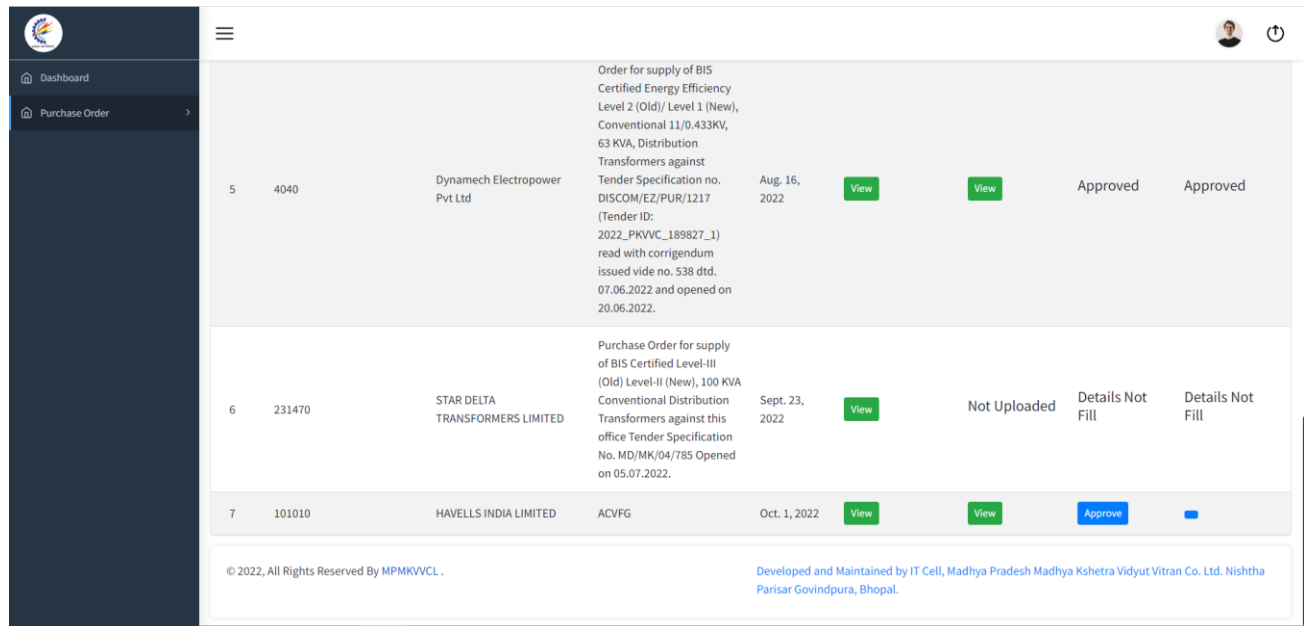
The screenshot shows the same GTP approval interface as before, but with a confirmation dialog box overlaid. The dialog box contains the text "qcdev.mpcz.in:8080 says Are you sure you want to approve?" and two buttons: "OK" (highlighted with a red box) and "Cancel".

ID	Description	Date	Vendor	Action
2	Conventional 11/0.433KV, 100 KVA, Distribution Transformers against Tender Specification no. DISCOM/EZ/PUR/1249 (Tender ID: 2022_PKVVC_202604_1) read with corrigendum issued vide no. 541 dtd. 08.06.2022 and opened on 20.06.2022	Aug. 16, 2022	STAR DELTA TRANSFORMERS LIMITED	View, View, Approved, Approved
3	Order for supply of BIS Certified Energy Efficiency Level 2 (Old)/ Level 1 (New), Conventional 11/0.433KV, 63 KVA, Distribution Transformers against Tender Specification no. DISCOM/EZ/PUR/1217 (Tender ID: 2022_PKVVC_189827_1) read with corrigendum issued vide no. 538 dtd. 07.06.2022 and opened on 20.06.2022.	Aug. 16, 2022	Arihant Transformers	View, File Not Uploaded
4	Order for supply of BIS Certified Energy Efficiency Level 3 (Old)/ Level 2 (New), Conventional 11/0.433KV, 200 KVA, Distribution Transformers against Tender Specification no. DISCOM/EZ/PUR/1248 (Tender ID: 2022_PKVVC_202603_1) read with corrigendum issued vide no. 540 dtd. 08.06.2022 and opened on 20.06.2022.	Aug. 5, 2022	STAR DELTA TRANSFORMERS LIMITED	View, View, Approved, Approved
5	Order for supply of BIS Certified Energy Efficiency Level 2 (Old)/ Level 1 (New), Conventional 11/0.433KV, 63 KVA, Distribution Transformers against Tender Specification no. DISCOM/EZ/PUR/1217 (Tender ID: 2022_PKVVC_189827_1) read with corrigendum issued vide no. 538 dtd. 07.06.2022 and opened on 20.06.2022.	Aug. 16, 2022	Dynamech Electropower Pvt Ltd	View, View, Approved, Approved
6	Purchase Order for supply of BIS Certified Level-III (Old) Level-II (New), 100 KVA Conventional Distribution Transformers against this office Tender Specification No. MD/MK/04/785 Opened on 05.07.2022.	Sept. 23, 2022	STAR DELTA TRANSFORMERS LIMITED	View, View, Approve, Reject
7	101010 ACVFG	Oct. 1, 2022	HAVELLS INDIA LIMITED	View, View, Approve, Reject

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GTP will get approved.

3. When Vendor submit the bank details officer can see the details by clicking on bank details from side bar

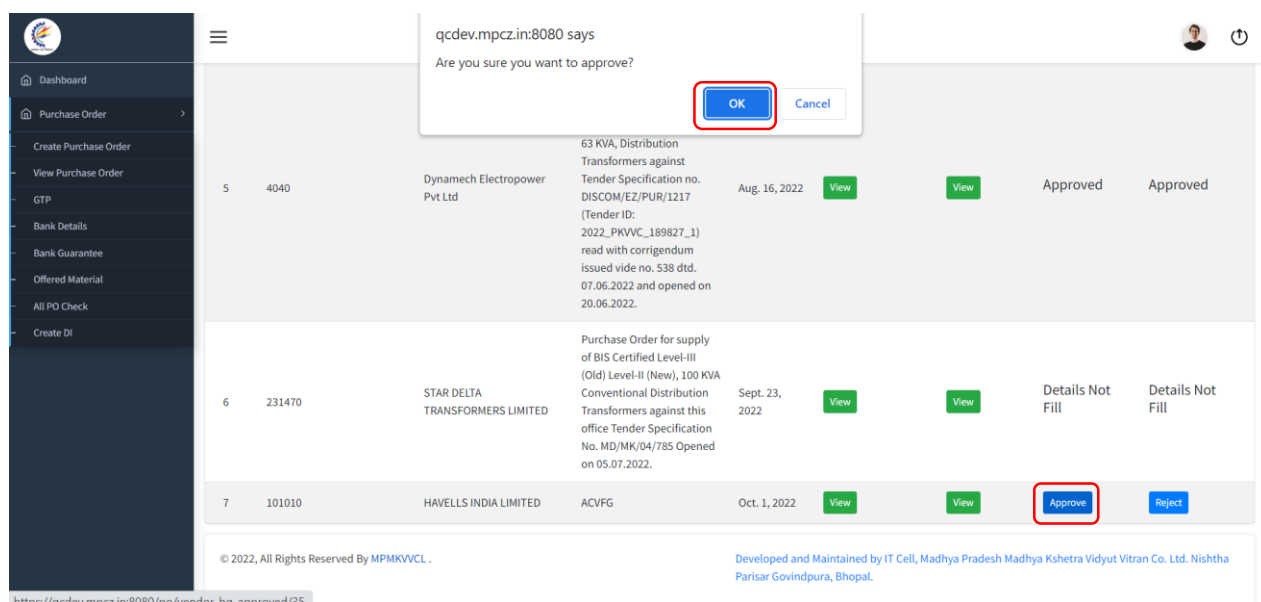


Order ID	Item ID	Vendor Name	Description	Date	Status	Action	Approval	Remarks
5	4040	Dynamech Electropower Pvt Ltd	Order for supply of BIS Certified Energy Efficiency Level 2 (Old)/ Level 1 (New), Conventional 11/0.433KV, 63 KVA, Distribution Transformers against Tender Specification no. DISCOM/EZ/PUR/1217 (Tender ID: 2022_PKVVC_189827_1) read with corrigendum issued vide no. 538 dtd. 07.06.2022 and opened on 20.06.2022.	Aug. 16, 2022	View	View	Approved	Approved
6	231470	STAR DELTA TRANSFORMERS LIMITED	Purchase Order for supply of BIS Certified Level-III (Old) Level-II (New), 100 KVA Conventional Distribution Transformers against this office Tender Specification No. MD/MK/04/785 Opened on 05.07.2022.	Sept. 23, 2022	View	Not Uploaded	Details Not Fill	Details Not Fill
7	101010	HAVELLS INDIA LIMITED	ACVFG	Oct. 1, 2022	View	View	Approve	

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4. Click on approve button u will get the message for confirmation of approval click on ok button



qcdev.mpcz.in:8080 says

Are you sure you want to approve?

OK Cancel

Order ID	Item ID	Vendor Name	Description	Date	Status	Action	Approval	Remarks
5	4040	Dynamech Electropower Pvt Ltd	63 KVA, Distribution Transformers against Tender Specification no. DISCOM/EZ/PUR/1217 (Tender ID: 2022_PKVVC_189827_1) read with corrigendum issued vide no. 538 dtd. 07.06.2022 and opened on 20.06.2022.	Aug. 16, 2022	View	View	Approved	Approved
6	231470	STAR DELTA TRANSFORMERS LIMITED	Purchase Order for supply of BIS Certified Level-III (Old) Level-II (New), 100 KVA Conventional Distribution Transformers against this office Tender Specification No. MD/MK/04/785 Opened on 05.07.2022.	Sept. 23, 2022	View	View	Details Not Fill	Details Not Fill
7	101010	HAVELLS INDIA LIMITED	ACVFG	Oct. 1, 2022	View	View	Approve	Reject

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https://nrdau.mpcz.in:8080/en/vendor/ba-approve/35

5. When Vendor submit the bank guarantee officer can see the details by clicking on bank details from side bar

Order for supply of BIS Certified Energy Efficiency Level 2 (Old)/ Level 1 (New), Conventional 11/0.433KV, 63 KVA, Distribution Transformers against Tender Specification no. DISCOM/EZ/PUR/1217 (Tender ID: 2022_PKVVC_189827_1) read with corrigendum issued vide no. 538 dtd. 07.06.2022 and opened on 20.06.2022.

ID	PO No	Vendor Name	Material Description	Date	Action 1	Action 2	Status 1	Status 2
5	4040	Dynamech Electropower Pvt Ltd	Order for supply of BIS Certified Energy Efficiency Level 2 (Old)/ Level 1 (New), Conventional 11/0.433KV, 63 KVA, Distribution Transformers against Tender Specification no. DISCOM/EZ/PUR/1217 (Tender ID: 2022_PKVVC_189827_1) read with corrigendum issued vide no. 538 dtd. 07.06.2022 and opened on 20.06.2022.	Aug. 16, 2022	View	View	Approved	Approved
6	231470	STAR DELTA TRANSFORMERS LIMITED	Purchase Order for supply of BIS Certified Level-III (Old) Level-II (New), 100 KVA Conventional Distribution Transformers against this office Tender Specification No. MD/MK/04/785 Opened on 05.07.2022.	Sept. 23, 2022	View	View	Details Not Fill	Details Not Fill
7	101010	HAVELLS INDIA LIMITED	ACVFG	Oct. 1, 2022	View	View	Approve	Reject

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6. Click on approve button u will get the message for confirmation of approval click on ok button.

qcdev.mpcz.in:8080 says
Are you sure you want to approve?

OK Cancel

5	4040	Dynamech Electropower Pvt Ltd	63 KVA, Distribution Transformers against Tender Specification no. DISCOM/EZ/PUR/1217 (Tender ID: 2022_PKVVC_189827_1) read with corrigendum issued vide no. 538 dtd. 07.06.2022 and opened on 20.06.2022.	Aug. 16, 2022	View	View	Approved	Approved
6	231470	STAR DELTA TRANSFORMERS LIMITED	Purchase Order for supply of BIS Certified Level-III (Old) Level-II (New), 100 KVA Conventional Distribution Transformers against this office Tender Specification No. MD/MK/04/785 Opened on 05.07.2022.	Sept. 23, 2022	View	View	Details Not Fill	Details Not Fill
7	101010	HAVELLS INDIA LIMITED	ACVFG	Oct. 1, 2022	View	View	Approve	Reject

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