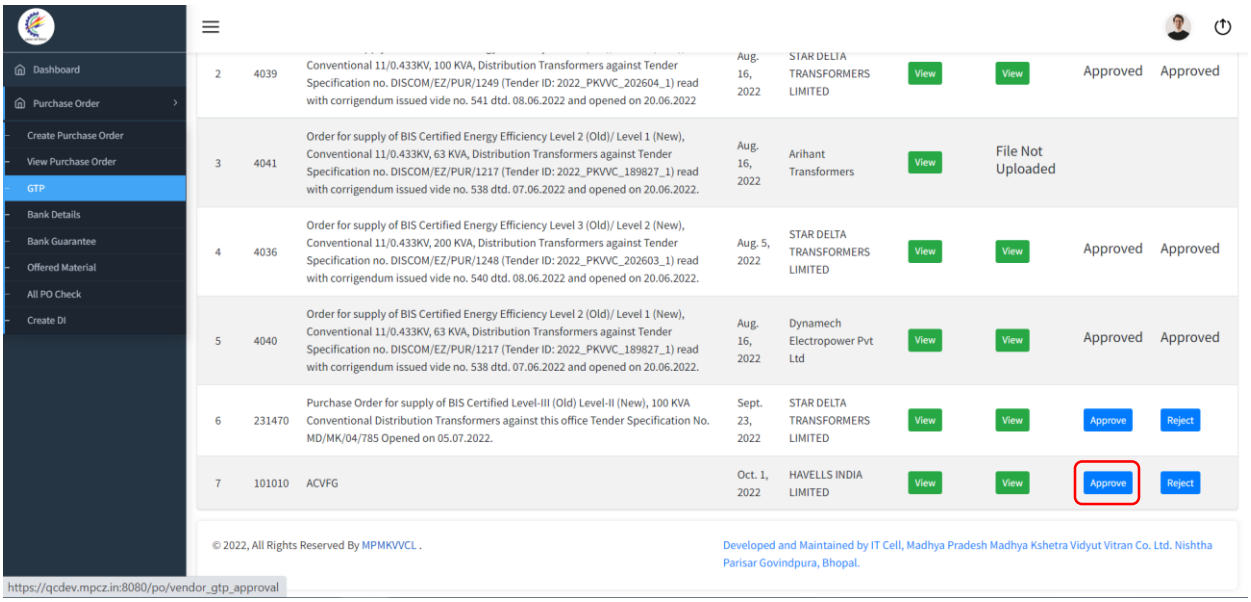
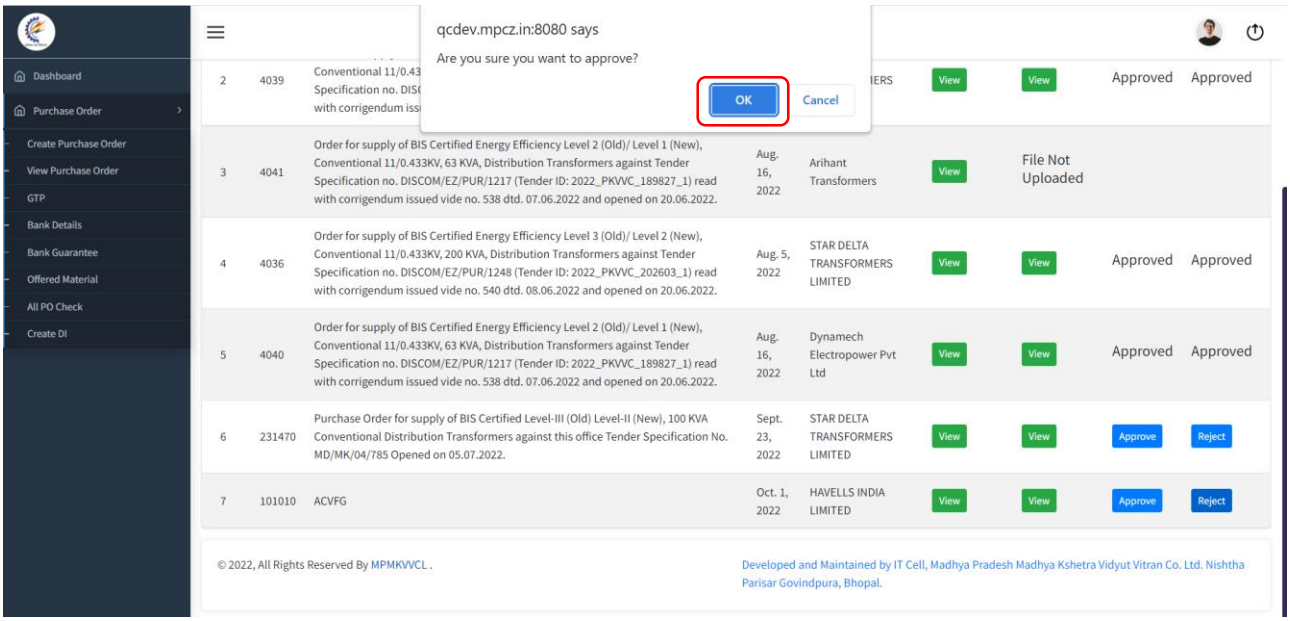
SOP for Approved Documents from creator side

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.

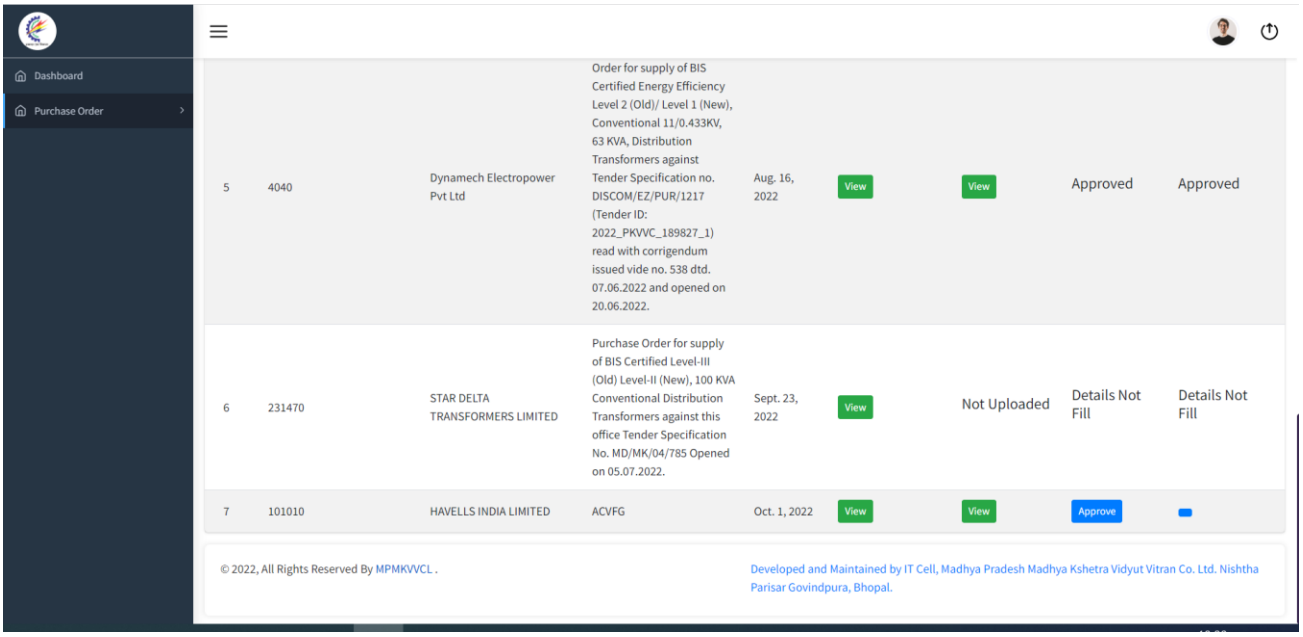


2. Click on approve button u will get the message for confirmation of approval click on ok button

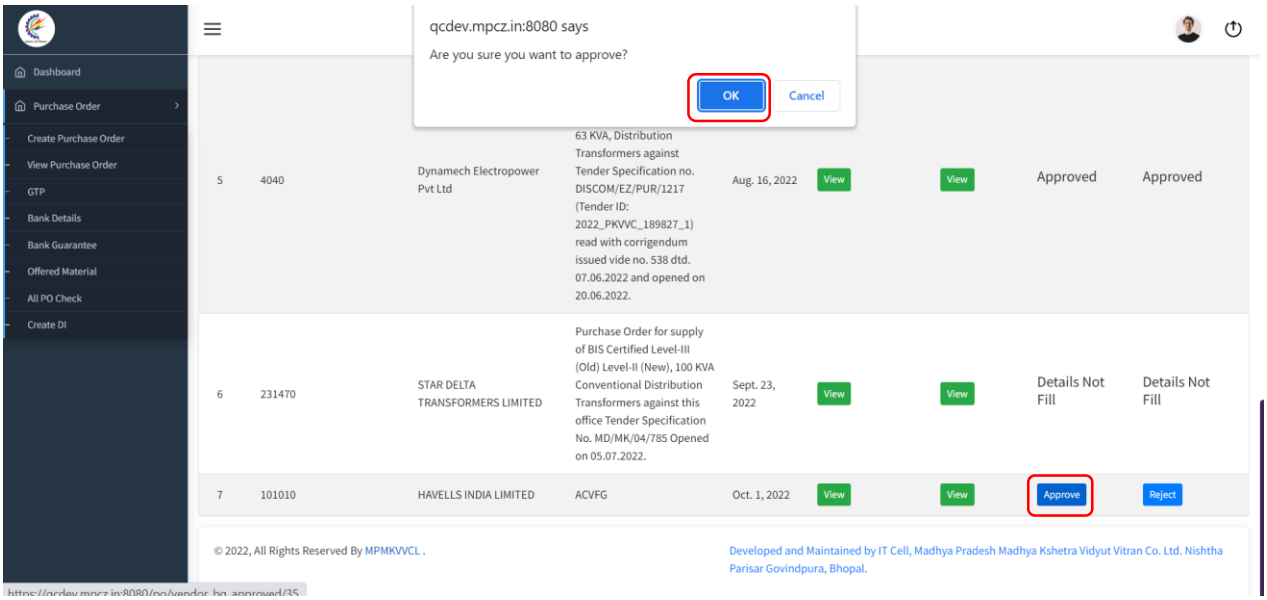


GTP will get approved.

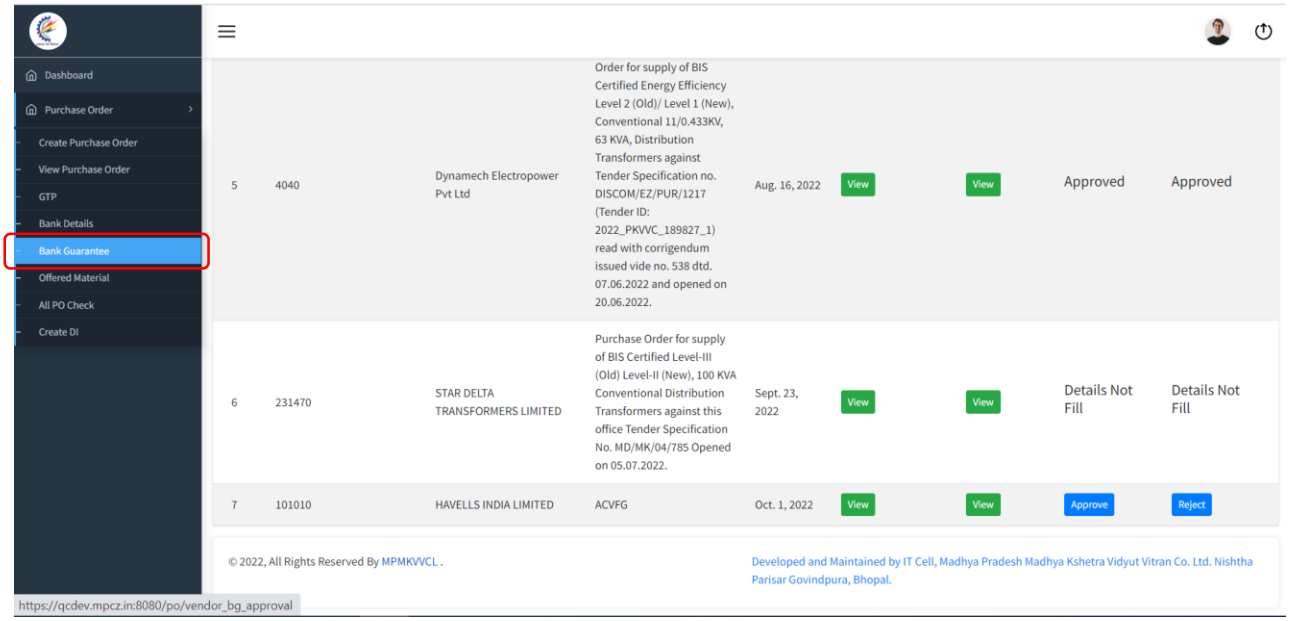
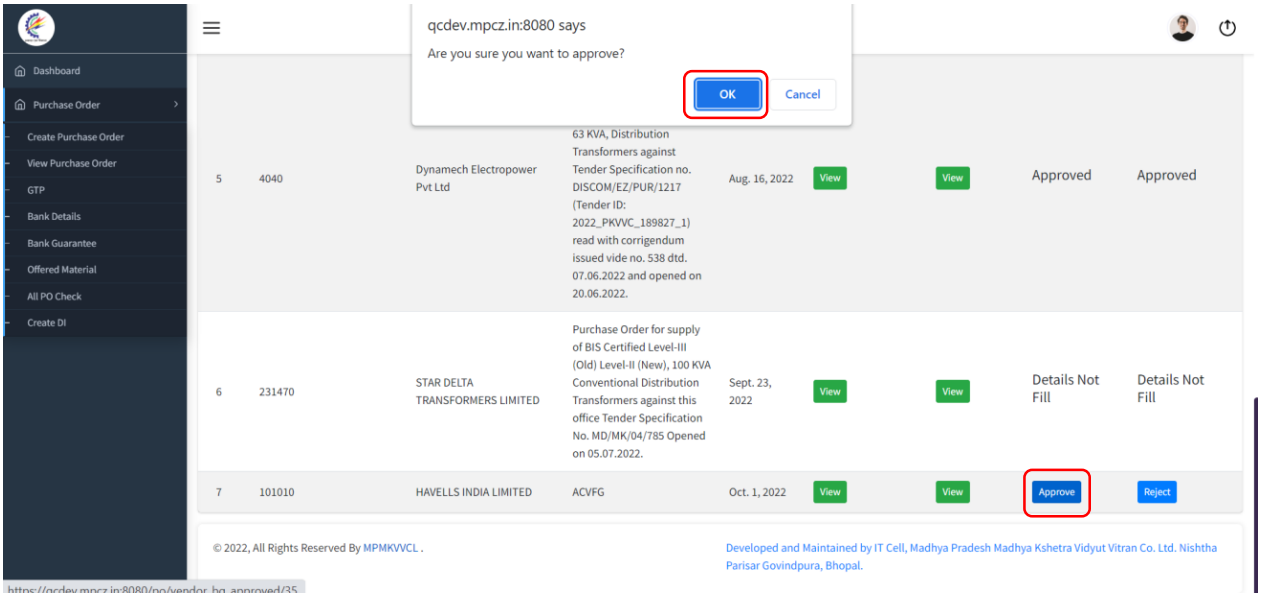
3. When Vendor submit the bank details officer can see the details by clicking on bank details from side bar



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



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



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