



SIGITEK-AUTO SUPPLIER INVOICE MANAGEMENT

TP ODISHA DISCOMS

User Manual for Vendors

TPC[⚡]DL TPN[⚡]DL TPS[⚡]DL TPW[⚡]DL



For You, With You, Always ⚡

ଆପଣଙ୍କ ପାଇଁ, ଆପଣଙ୍କ ସହିତ, ସର୍ବଦା ⚡

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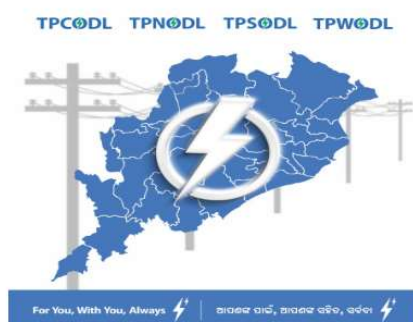
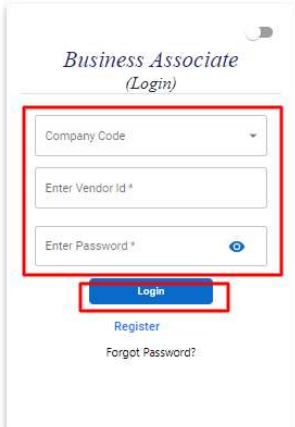
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AUTO- SIM PORTAL

A vendor portal is an internet-based system used to manage and connect with third-party vendors of goods or/and services. It is a secured management system adopted by organizations that network with multiple vendors. This portal permits account management of submission of invoices and related documents.

Steps:

1. This is the login page for the vendor portal. We can login by using the link: <https://tpodisha-venportal.web.app/login>. Please enter the company code, vendor ID, password and click on Login to get into the portal.

Business Associate
(Login)

Company Code

Enter Vendor Id *

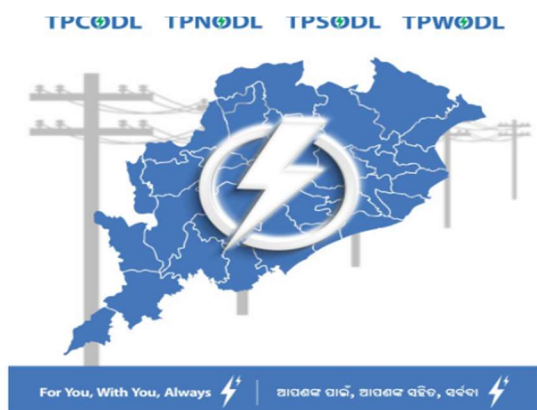
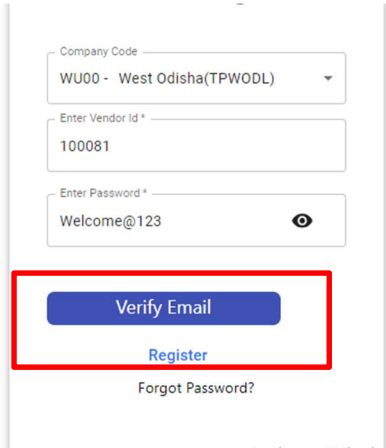
Enter Password *

Login

[Register](#)

[Forgot Password?](#)

2. After login it asks to verify the email to generate OTP.

Company Code

Enter Vendor Id *

Enter Password *

Verify Email

[Register](#)

[Forgot Password?](#)

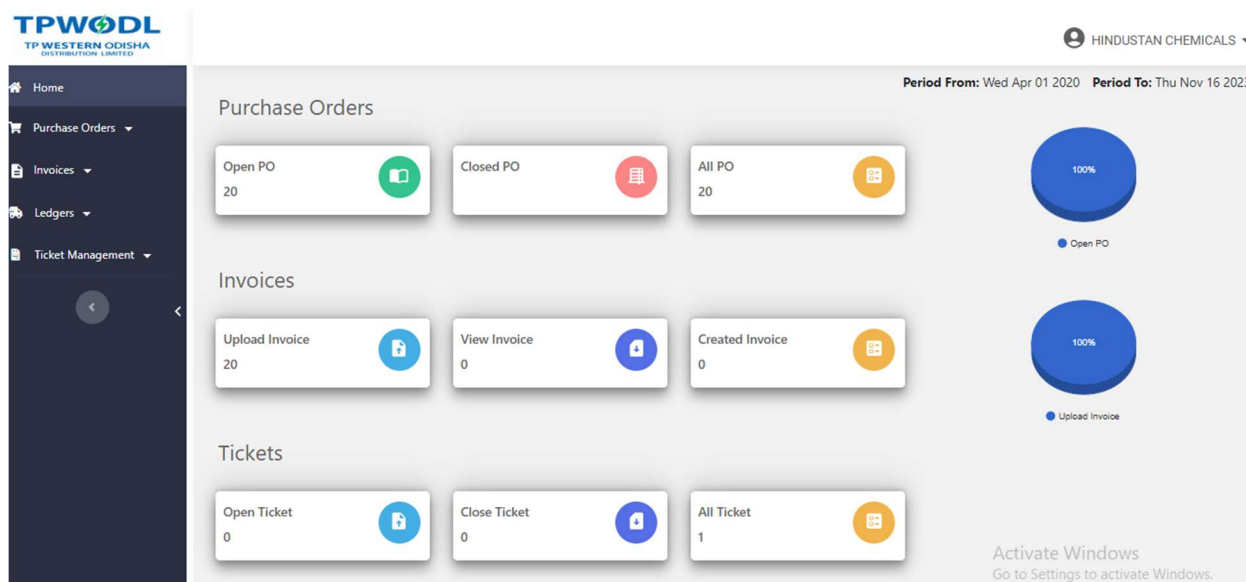


3. An OTP will be generated to the email ID which is updated in the vendor master in SAP. Please enter the 4-digit OTP then it will automatically redirect to the homepage.

The screenshot shows a login interface for the SIGITEK portal. A central white overlay prompts the user to "Enter OTP" for the email "vedapriya.b@sigitex.com", with four empty boxes for the digits. To the right, the "Log In" section includes a dropdown for "Company Code" (WU00 - West Odisha), a text field for "Enter Vendor Id" (300217), and a password field. Below these are checkboxes for "Remember me", a "Verify Email" button, and links for "Register" and "Forgot Password?". An "Activate Windows" watermark is visible at the bottom right.

4. Once done this is the home page of AUTO-SIM Portal. Here we can view the Open PO list, closed PO and all PO under Purchase order section.

Under Invoice section we can view the list of Uploaded invoices, view and upload the invoices.



Purchase Orders

This section contains three tabs: 1) Open PO

2) Closed PO

3) All PO

Open Po

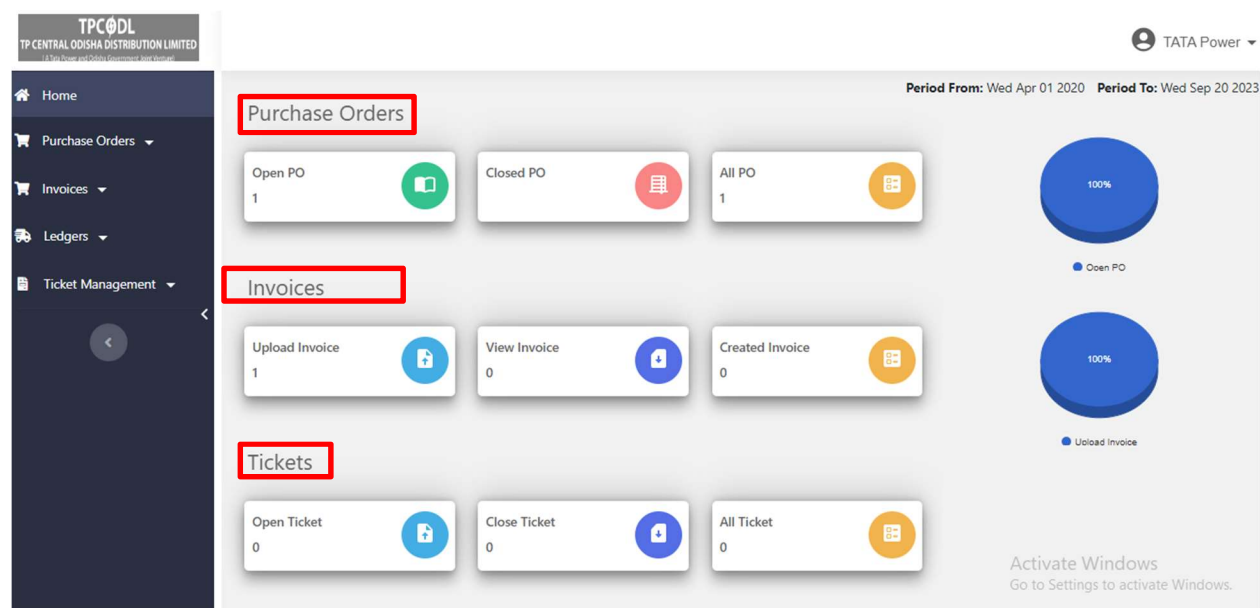
An open purchase orders also known as a standing PO is a contract to purchase specific items through a vendor during a pre-determined period.

Closed Po

A closed purchase order is one in which all expected activity against all its lines has been fulfilled. Releases, receipts and inspections are no longer entered against it.

All Po

This tab contains both the open as well as closed Po.



If we click on any tab under Purchase order we can first see the Header details of the POs as below.

TPWODL
TP WESTERN ODISHA
DISTRIBUTION LIMITED


PO / Open PO / Vendor Code - 100081

HINDUSTAN CHEMICALS

Home
Purchase Orders
Open PO
Close PO
All PO
Invoices
Ledgers
Ticket Management

Purchase Category: Status:
Search by PO Number: 04/01/2020 To 11/16/2023


S.No	PO Date	PO NUM	PO Total	Pur. Cat.	Pay Terms	Status	Bank Gurantee	EMD Note	PO Download	
<input type="checkbox"/>	1	08/11/2023	4200002263	219834.00	SERVICE	0001	Rejected	Attach	Attach	Download
<input type="checkbox"/>	2	10/10/2023	4800002436	2950000.00	MATERIAL	ZD00	Accepted	Attach	Attach	Download
<input type="checkbox"/>	3	09/10/2023	4200002253	145000.00	MATERIAL	ZD00	Accepted	Attach	Attach	Download
<input type="checkbox"/>	4	09/10/2023	4200002252	171100.00	MATERIAL	ZD00	Accepted	Attach	Attach	Download
<input type="checkbox"/>	5	05/10/2023	4200002250	443975.00	MATERIAL	ZD00	Accepted	Attach	Attach	Download
<input type="checkbox"/>	6	05/10/2023	4800002434	455952.00	MATERIAL	ZD00	Accepted	Attach	Attach	Download
<input type="checkbox"/>	7	05/10/2023	4200002249	737500.00	MATERIAL	ZD00	Accepted	Attach	Attach	Download
<input type="checkbox"/>	8	05/10/2023	4200002247	438813.00	MATERIAL	ZD00	Accepted	Attach	Attach	Download
<input type="checkbox"/>	9	27/09/2023	4200002245	148279.00	SERVICE	ZD00	Accepted	Attach	Attach	Download

We can upload Bank Guarantee; EMD note by using the upload option . We can also download the PO under PO download option as shown above.

We can select the PO by clicking on the check box and can either accept or reject. The status is shown under PO acceptance if the PO is accepted or rejected.

Note: Only after the status is accepted you will be able to submit the Job Certification/Invoice Submission for Material and Services.

Selected: 1
Vendor can open PO Details by clicking on the PO Number
ACCEPT REJECT

<input checked="" type="checkbox"/>	S.No	PO Date	PO No.	PO Total	Purchase Category	Payment Terms	PO Acceptance	Bank
<input checked="" type="checkbox"/>	1	02/05/2023	5000016751	919494.52	SERVICE	MSME		C

Selected: 0
Vendor can open PO Details by clicking on the PO Number

<input type="checkbox"/>	S.No	PO Date	PO No.	PO Total	Purchase Category	Payment Terms	PO Acceptance	Bank
<input type="checkbox"/>	1	02/05/2023	5000016751	919494.52	SERVICE	MSME	ACCEPTED	C

Types of PO/RO

Below are the type of Po/Ro for which invoice can be submitted:

1. Service Po
2. Material PO

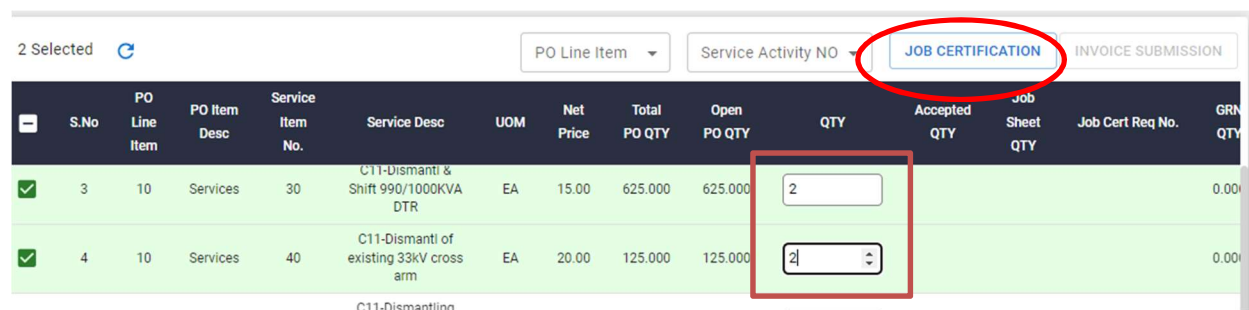
1. Service PO:

>. JOB CERTIFICATION

When clicked on PO number we can view the line items of that particular PO. Here we can update the Qty and can perform Job certification, Invoice submission against job certification.

We can also filter the line items using PO Line items and Service activity Number.

First we need to select the line items using the check box so that the system will allow you to update the Qty. Once the qty is updated click on Job Certification.



The screenshot shows a table with columns: S.No, PO Line Item, PO Item Desc, Service Item No., Service Desc, UOM, Net Price, Total PO QTY, Open PO QTY, QTY, Accepted QTY, Job Sheet QTY, Job Cert Req No., and GRN QTY. Two rows are selected, indicated by green backgrounds and checked checkboxes in the first column. The 'QTY' column for these rows contains input boxes with the value '2'. Above the table, there are filters for 'PO Line Item' and 'Service Activity NO', and two buttons: 'JOB CERTIFICATION' (highlighted with a red circle) and 'INVOICE SUBMISSION'.

S.No	PO Line Item	PO Item Desc	Service Item No.	Service Desc	UOM	Net Price	Total PO QTY	Open PO QTY	QTY	Accepted QTY	Job Sheet QTY	Job Cert Req No.	GRN QTY
✓	3	10	Services	30	C11-Dismanti & Shift 990/1000KVA DTR	EA	15.00	625.000	625.000	2			0.00
✓	4	10	Services	40	C11-Dismanti of existing 33kV cross arm	EA	20.00	125.000	125.000	2			0.00

A pop up screen shows up after clicking on JOB CERTIFICATION as below. We need to enter the details like Service Location, Department and User ID from dropdown so that the employee name and email auto populate.

Also we have to enter Header text, Service month, Service start date and Service end date. MSME number and type will come automatically.









After entering all the details, we have to upload the required documents using upload option (Max File size limit is 50 MB) and click on Proceed.

Note: IR related documents will not be uploaded in Vendor Portal.

Job Completion Details

Service Location *	23/25	Department *	User Id *
NA		Stores	115653
Header Text *	23/25	Employee Name *	Service Year *
NA		Mr Sambit Kumar Rout	2023
Email *	Service Month *		Service START Date *
prasad.t@sigitek.com	JUN		08/01/2023
Service END Date *	MSME No. *		MSME Type *
09/08/2023	MSME000000001		Small

File Uploads Total File size limit: 50 MB

-   Joint Measurement Sheet
-   MDC Certificate
-   E Way Bill
-   Gurantee Certificate



Service END Date *

09/08/2023



MSME No. *

MSME00000001

MSME Type *

Small



File Uploads Total File size limit: 50 MB

Joint Measurement Sheet
Ser 1 Inv 13.11.2023.pdf

MDC Certificate



E Way Bill



Gurantee Certificate



GTP Certificate



HR Doc



Other Documents

CANCEL

PROCEED

After click of proceed we can view the summary of the job certification (Qty * Rate). We have to click on submit.

Job Completion Details

These are the selected Line Items for Submission

Service Desc	Qty	Unit Price	Base Amount - RS
C11-Dismantl & Shift 990/1000KVA DTR	2	15.00	30.00
C11-Dismantl of existing 33kV cross arm	2	20.00	40.00
Total Base Amount			70.00

BACK

SUBMIT

After Submission of job certification, the same will be approved by the user department in SAP to whom the job certification has been submitted.

>. INVOICE SUBMISSION

After approval of Job Certification by the user department, we can submit the invoice once we see the JOB certification number as below.

	S.No	PO Line Item	PO Item Desc	Service Item No.	Service Desc	UOM	Net Price	Total PO QTY	Open PO QTY	QTY	Accepted QTY	Job Sheet QTY	Job Cert Req No.	GR QT
<input checked="" type="checkbox"/>	1	10	Services	10	C11-Dismantl & Shift 630KVA DTR	EA	45.00	250.000	250.000	5	5.000	10.000	JOB_5483043943	0.00
<input checked="" type="checkbox"/>	2	10	Services	20	C11-Dismantl & Shift 63KVA DTR	EA	25.00	650.000	650.000	7	7.000	15.000	JOB_5483043943	0.00

For that particular JOB we have to submit the Invoice by selecting the checkbox and click on Invoice submission.

41 Selected

JOB CERTIFICATION

INVOICE SUBMISSION

<input checked="" type="checkbox"/>	S.No	PO Line Item	PO Item Desc	Service Item No.	Service Desc	UOM	Total PO Qty
<input checked="" type="checkbox"/>	35	10	BGH-1 SD	350	mirror	EA	2.000
<input checked="" type="checkbox"/>	36	10	NEW WASHROOM AT ESO-1 UNDER BGH-1 SD	360	Neat cement punning	M2	23.933
<input checked="" type="checkbox"/>	37	10	NEW WASHROOM AT ESO-1 UNDER BGH-1 SD	370	Rendering services of Tree trimmer	10	1.000
<input checked="" type="checkbox"/>	38	10	NEW WASHROOM AT ESO-1 UNDER BGH-1 SD	380	Wiring for light pnt/fan pnt etc Grp B	EA	6.000
<input checked="" type="checkbox"/>	39	10	NEW WASHROOM AT ESO-1 UNDER BGH-1 SD	390	S/F mod swch 3 pin 5/6 amp skt outlet	EA	4.000
<input checked="" type="checkbox"/>	40	10	NEW WASHROOM AT ESO-1 UNDER BGH-1 SD	400	S/F 11 watt CFL	EA	4.000

For Invoice submission also, we have to enter all the details in the invoice submission tab, upload invoice, required documents and click on Proceed. (some details will be auto populated from the job certification which has been approved)



NOTE: 1. Here the invoice number should be same as the invoice number in the document you are submitting. (Invoice Length-16 Digit Max for Tax Invoice)

2. Tax Invoice shall be submitted in in one pdf only

Invoice Submission Details

Invoice Number *

Invoice

Remarks *

Remark

Header Text *

18/25

service

External Number *

16/16

Name

Service Location *

16/25

sambalpur

Man Power Service *

No

Service START Date *

Employee Code *

Code

VERIFY

Employee Name *

SHYAM VEER TYAGI

Email *

224/255

SHYAM.TYAGI@TPCENTRAL
ODISHA.COM

Reference Number *

16/16

Code

Service Year *

2023

Service Month *

Select

Service END Date *

File Uploads Total File size limit: 50 MB

- ☐ Upload Invoice *
- ☐ Delivery Chalan
- ☐ GST Chalan
- ☐ Quality Certificate
- ☐ Packing List
- ☐ ESI
- ☐ MDC Certificate
- ☐ E Way Bill
- ☐ Gurantee Certificate
- ☐ GTP Certificate
- ☐ HR Doc
- ☐ Other Documents

CANCEL

PROCEED

We can view the summary of the details after proceed. Click on submit.

These are the selected Line Items for Submission

Service Desc	Qty	Unit Price	Base Amount - RS
C11-Dismantl & Shift 990/1000KVA DTR	2	15.00	30.00
C11-Dismantl of existing 33kV cross arm	2	20.00	40.00
Total Base Amount			70.00

BACK


SUBMIT

MATERIAL PO

For material invoice we can update the qty and upload material invoice and credit note. We have to select the items for which invoice has to be submitted and update the qty.

Steps

First, we need to select the line items using the check box so that the system will allow you to update the Qty. Click on Material invoice after entering the qty to submit the material invoice.

1 Selected 

PO Line Item Service Activity NO [CREDIT NOTE](#) [MATERIAL INVOICE](#)

<input checked="" type="checkbox"/>	S.No	PO Line Item	Material Desc	UOM	Net Price	Total PO QTY	Open PO QTY	QTY	In Transit QTY	GE QTY	GRN QTY	INV QTY	BAL INV QTY	Delivery Date
<input checked="" type="checkbox"/>	1	10	CABLE 1.1 KV AB 1X35+1X16 SQMM	M	25.00	100000.000	88500.000	<input type="text" value="1"/>	12.000	6000.000	11500.000	0.000	11500.000	11/10/2023

We have to enter all the mandatory fields for material invoice submission and upload the required documents in the uploads section here. Once done we have click on Proceed.

Material Details

Invoice Number *	Department *	User Id *
<input type="text" value="Invoice"/>	<input type="text" value="Stores"/>	<input type="text" value="115653"/>
Email *	Employee Name *	MSME No. *
<input type="text" value="brian.d@sigitek.com"/>	<input type="text" value="Mr Sambit Kumar Rout"/>	<input type="text" value="MSME No."/>
MSME Type *		
<input type="text" value="Small"/>		
File Uploads Total File size limit: 50 MB		
<input type="button" value="Upload"/>	<input type="button" value="Upload Invoice *"/>	
<input type="button" value="Upload"/>	<input type="button" value="Delivery Chalan"/>	
<input type="button" value="Upload"/>	<input type="button" value="GST Chalan"/>	
<input type="button" value="Upload"/>	<input type="button" value="Quality Certificate"/>	
<input type="button" value="Upload"/>	<input type="button" value="Packing List"/>	
<input type="button" value="Upload"/>	<input type="button" value="ESI"/>	
<input type="button" value="Upload"/>	<input type="button" value="MDC Certificate"/>	



	Upload Invoice *
	Delivery Chalan
	GST Chalan
	Quality Certificate
	Packing List
	ESI
	MDC Certificate
	E Way Bill
	Gurantee Certificate
	GTP Certificate
	HR Doc
	Other Documents

CANCEL

PROCEED

We can see the summary before submitting the invoice. We can recheck the qty and base price (Tax base Amount) and click on submit.

Material Details

These are the selected Line Items for Submission

Material Desc	Qty	Unit Price	Base Amount - RS
CABLE 1.1 KV AB 1X35+1X16 SQMM	1	25.00	25.00
Total Base Amount			25.00

BACK

SUBMIT

After submission you will get a notification saying invoice has been submitted as per the screenshot below.

Material has been submitted and
email sent to brian.d@sigitek.com

PO Line Item ▼

Service Activity NO ▼

IN-

After submitting of invoice, we can see the uploaded qty under In transit Qty. Once GE (Gate entry) is completed we can also view the Gate entry qty. Likewise we can also view the GRN qty as well.

Net Price	PO QTY	Open PO QTY	QTY	IN-TRA QTY	GE QTY	GRN QTY	INV QTY	BAL QTY	DLV Date	Plant
15.00	100000.000	88500.000	88500	12.000	6000.000	11500.000	0.000	11500.000	11/10/2023	WR00


CREDIT NOTE:

Credit Note is to be submitted whenever there is a return qty for the material delivered earlier. It will be communicated through email at the time of quantity rejection by the user department/stores. After submission of the credit note the bills will get processed else the same will be on hold.

Steps

we have to select the items with reference to the purchase order for which credit note has to be submitted and update the qty after selecting the line items.

Click on Credit note to submit.

1 Selected 

PO Line Item ▼

Service Activity NO ▼

CREDIT NOTE

MATERIAL INVOICE

<input checked="" type="checkbox"/>	S.No	PO Line Item	Material Desc	UOM	Net Price	Total PO QTY	Open PO QTY	QTY	In Transit QTY	GE QTY	GRN QTY	INV QTY	BAL INV QTY	Delivery Date
<input checked="" type="checkbox"/>	1	10	CABLE 1.1 KV AB 1X35+1X16 SQMM	M	25.00	100000.000	88500.000	1	12.000	6000.000	11500.000	0.000	11500.000	11/10/2023

We have to enter the credit note Invoice number (16-digit maximum) and original invoice number (16-digit maximum), other mandatory fields and upload the credit note invoice.

NOTE: HERE THE ORIGINAL INVOICE NUMBER SHOULD BE SAME AS THE INVOICE NUMBER IN THE DOCUMENT WHICH YOU HAVE ALREADY UPLOADED FOR MATERIAL INVOICE. ALSO THE CREDIT NOTE NUMBER SHOULD MATCH WITH THE NUMBER IN THE CREDIT NOTE WHICH YOU ARE SUBMITTING.



Credit Note Details

Credit Note Number *	Department *	User Id *
Invoice	Finance	115653
Original Invoice Number *	Employee Name *	Email *
16/16 Code	Mr Sambit Kumar Rout	brian.d@sigitek.com

File Uploads Total File size limit: 50 MB

- Upload Invoice *
- Delivery Chalan
- GST Chalan
- Quality Certificate
- Packing List
- ESI
- MDC Certificate
- E Way Bill
- Gurantee Certificate

File Uploads Total File size limit: 50 MB

- Upload Invoice *
- Delivery Chalan
- GST Chalan
- Quality Certificate
- Packing List
- ESI
- MDC Certificate
- E Way Bill
- Gurantee Certificate
- GTP Certificate
- HR Doc
- Other Documents

CANCEL

PROCEED



We can view the summary of the credit note after proceed. Click on submit after verifying.

Credit Note Details

These are the selected Line Items for Submission

Material Desc	Qty	Unit Price	Base Amount - RS
CABLE 1.1 KV AB 1X35+1X16 SQMM	88500	25.00	2212500.00
Total Base Amount			2212500.00

BACK

SUBMIT

After submission you will get a notification saying credit note has been submitted as per the screenshot below.

Credit Note has been submitted and
email sent to brian.d@sigitek.com

0 Line Item

Service Activity NO

Status:

Job Certification Status (All):

We can view the status of the job certification under status as below. Under Job certification (All) we can view all the approved and rejected. We can also see the comments under Error Description.

TPWDL

TP WESTERN ODISHA DISTRIBUTION LIMITED

Home

Purchase Orders

Invoices

Status

Job Certification Status (All)

Job Certification Status (Rejected)

Invoice Status (All)

Invoice Status (Rejected)

Ledgers

Ticket Management

Search by Req Number

Search by PO Number

MM/DD/YYYY

To

MM/DD/YYYY

S.No	REQ NO	REQ Date	Job Status	Error DESC	PO NO	PO Item NO	Vendor NO	Vendor Name	Service Item NO	PO Item DESC	Service Item DESC	Submitted QTY	Accepted QTY	L1 Approval Status	L1 Comments	L1 Approver ID	L1 Approver Name
1	JOB_7296238617	20231031	APPROVED	TEST ONCE	4200002259	00010	0000100081	HINDUSTAN CHEMICALS (MSME)	00010	Service		22.000	22.000	APPROVED		500834	
2	JOB_7296238617	20231031	APPROVED	TEST ONCE	4200002259	00010	0000100081	HINDUSTAN CHEMICALS (MSME)	00020	Service		21.000	21.000	APPROVED		500834	
3	JOB_7296238617	20231031	APPROVED	TEST ONCE	4200002259	00010	0000100081	HINDUSTAN CHEMICALS (MSME)	00030	Service		22.000	22.000	APPROVED		500834	
4	JOB_7296238617	20231031	APPROVED	TEST ONCE	4200002259	00010	0000100081	HINDUSTAN CHEMICALS (MSME)	00040	Service		23.000	23.000	APPROVED		500834	

Rows per page: 10 1-10 of 16

Job Certification Status (Rejected):

If clicked on Job Certification status (rejected) we can view the rejected Job certifications rejected with rejection comments in the Error Description.

To upload the document we have to select the check box and click on upload Document.

TPWDL

TP WESTERN ODISHA DISTRIBUTION LIMITED

Home

Purchase Orders

Invoices

Status

Job Certification Status (All)

Job Certification Status (Rejected)

Invoice Status (All)

Invoice Status (Rejected)

Ledgers

Ticket Management

1 selected

Upload Document

Search by Req Number

Search by PO Number

MM/DD/YYYY

To

MM/DD/YYYY

S.No	REQ NO	REQ Date	Job Status	Error DESC	PO NO	PO Item NO	Vendor NO	Vendor Name	Service Item NO	PO Item DESC	Service Item DESC	Submitted QTY	Accepted QTY	L1 Approval Status	L1 Comments	L1 Approver ID	L1 Approver Name	
<input checked="" type="checkbox"/>	1	JOB_6251775751	20231117	REJECTED	TEST	4800002442	00010	0000100081	HINDUSTAN CHEMICALS (MSME)	00010	Service-78	BQ/J/LT: Inst,Concert Stay inclu sup Mater	1.000	0.500	APPROVED		115653	M Sa Ku Rc
<input type="checkbox"/>	2	JOB_6251775751	20231117	REJECTED	TEST	4800002442	00010	0000100081	HINDUSTAN CHEMICALS (MSME)	00020	Service-78	BQ/J/LT:inst, Pole Clamp for AB cable	1.000	0.500	APPROVED		115653	M Sa Ku Rc
<input type="checkbox"/>	3	JOB_6251775751	20231117	REJECTED	TEST	4800002442	00010	0000100081	HINDUSTAN CHEMICALS (MSME)	00030	Service-78	BQ/J/LT:inst, Eye Hook for AB cable	1.000	1.000	APPROVED		115653	M Sa Ku Rc
<input type="checkbox"/>	4	JOB_5485043943	20231112	REJECTED	TEST	4200002245	00010	0000100081	HINDUSTAN CHEMICALS (MSME)	00010	Services	C11-Diamond & Shift 530KVA DTR	10.000	5.000	APPROVED	50% APPROVED	115653	M Sa Ku Rc

Rows per page: 101-6 of 6

1 Selected

Upload Document

S.No	COMP Code	REQ NO	JOB REQ NO	INV NO	INV Date	INV Status	Error DESC	PO
5	WU00	CR_8314493754		SJH/DKL/SIGI02C	00000000	PARKED	-	420
6	WU00	CR_9101719589		testing	00000000	POSTED	-	480
7	WU00	MAT_4777998639		testing	00000000	POSTED	-	480
8	WU00	MAT_7230643087		HC/UP/ZC00080	00000000	PARKED	-	480
<input checked="" type="checkbox"/> 9	WU00	MAT_5551111772		HC/UP/ZC12	00000000	REJECTED	PROVIDE PF HALLAN	420

Upload the required documents as required and click on Submit.

File Uploads

Delivery Chalan
4800002442-K_INV1_SER.pdf

GST Chalan

Quality Certificate

Packing List

ESI

Signed Off RORC_COPY

MDC Certificate

E Way Bill

Gurantee Certificate

GTP Certificate

Activat
Go to Set

Once Submitted it shows the message as below Attachment has been submitted successfully.

Attachment has been submitted successfully

REQ NO	INV NO	INV Date	INV Status	Error DESC	PO
	SJH/DKL/SIG102C	00000000	PARKED	-	420

Invoice Status (All):

To view the rejected Invoice we have to click on Invoice status (All). We can view the rejected comments under Error Description.

Home

Purchase Orders

Invoices

Status

Job Certification Status (All)

Job Certification Status (Rejected)

Invoice Status (All)

Invoice Status (Rejected)

Ledgers

Ticket Management

Search by Invoice Number

Search by PO Number

MM/DD/YYYY

To

MM/DD/YYYY

S.No	COMP Code	REQ NO	JOB REQ NO	INV NO	INV Date	INV Status	Error DESC	Invoice Level	PO NO	BG	GE NO	GE Date	MDO NO SES NO	GRN SES Date	Quality Release Date	Quality Inspect status
1	WU00	MAT_549499937		Testing	00000000		-		4800002436			00000000	-	-	00000000	-
2	WU00	MAT_1187007060		HC/UP/27012	00000000	MATCH	-	GATEENTRY	4200002247			00000000	-	-	00000000	-
3	WU00	MAT_226986662		SJH/DKL/SIG01	00000000	PARKED	-		4800002436		3100001815	20231113	5000057792	-	00000000	COMPL
4	WU00	CR_3700959567		SJH/DKL/SIG01C	00000000	PARKED	-		4800002436			00000000	-	-	00000000	-
5	WU00	CR_8314493754		SJH/DKL/SIG02C	00000000	PARKED	-		4200002255			00000000	-	-	00000000	-
6	WU00	CR_9101719589		testing	00000000	POSTED	-		4800002436			00000000	1000046320	-	00000000	-
7	WU00	MAT_477796639		testing	00000000	POSTED	-		4800002436			00000000	1000046320	-	00000000	-
8	WU00	MAT_7230643067		HC/UP/2C00080	00000000	PARKED	-		4800002436		3100001803	20231020	5000057740	-	00000000	-
9	WU00	MAT_3551111772		HC/UP/2C12	00000000	APPROVED	-		4200002255		0200000003	269120	5000057790	-	00000000	-
10	WU00	INV_3459419615		Testing	20231020	APPROVED	-		4200002257			00000000	5000057802	-	00000000	COMPL

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Invoice Status (Rejected):

For the rejected invoices we have to click on Invoice status (rejected). We would be able to see all the invoices rejected with the comments provided.

TP WESTERN ODISHA
TRANSPORTATION LIMITED

Home

Purchase Orders

Invoices

Status

Job Certification Status (All)

Job Certification Status (Rejected)

Invoice Status (Rejected)

Ledgers

Ticket Management

Search by Inv Number: Search by PO Number: MM/DD/YYYY To MM/DD/YYYY

S.No	COMP Code	REQ NO	JOB REQ NO	INV NO	INV Date	INV Status	Error DESC	Invoice Level	PO NO	BG	GE NO	GE Date	MIGO NO SES NO	GRN SES Date
<input type="checkbox"/>	1	WU00	INV_6287325917		Testing	20231026	REJECTED	MIRO REJ	4200002257			00000000	5000057803	-
<input type="checkbox"/>	2	WU00	MAT_9626959216		2121	00000000	REJECTED	MIRO REJ	4800002436		0200000013	20231117	5000057803	-
<input type="checkbox"/>	3	WU00	MAT_3432696446		GCW/Z1/X06	00000000	MIS-MATCH	INVALID SUPPLIER GST NUMBER	4200002255			00000000	-	-
<input type="checkbox"/>	4	WU00	MAT_4082428074		Testing	00000000	REJECTED	PRE AUDIT	4800002436		0200000008	20231109	5000057784	-
<input type="checkbox"/>	5	WU00	MAT_6006431217		Testing	00000000	REJECTED	PRE AUDIT	4800002436		0200000008	20231109	5000057784	-
<input type="checkbox"/>	6	WU00	MAT_4776379579		Testing	00000000	REJECTED	PRE AUDIT	4800002436		0200000008	20231109	5000057784	-
<input type="checkbox"/>	7	WU00	MAT_2351781583		Testing	00000000	REJECTED	PRE AUDIT	4800002436		0200000008	20231109	5000057784	-
<input type="checkbox"/>	8	WU00	MAT_9468835933		HC/UP/ZX06	00000000	REJECTED	PRE AUDIT	4200002255		0200000008	20231109	5000057784	-

Rows per page: 10 1-

We have to click on the check box and click on upload Document.

1 selected

Upload Document

Search by Inv Number: Search by PO Number: MM/DD/YYYY

S.No	COMP Code	REQ NO	JOB REQ NO	INV NO	INV Date	INV Status	Error DESC	Invoice Level	PO NO	BG	GE
<input type="checkbox"/>	23	WU00	INV_6287325917		Testing	20231026	REJECTED	MIRO REJ	4200002257		
<input type="checkbox"/>	24	WU00	MAT_9626959216		2121	00000000	REJECTED	MIRO REJ	4800002436		020
<input checked="" type="checkbox"/>	25	WU00	MAT_3432696446		GCW/Z1/X06	00000000	MIS-MATCH	INVALID SUPPLIER GST NUMBER	4200002255		
	26	WU00	INV_7168846056		HC/UP/ZCC	20231031	APPROVED	-	4200002259		
	27	WU00	MAT_9963449055		Testing	00000000	APPROVED	-	4800002436		

We can enter the comments and upload the required documents and click on submit.

File Uploads

Approver Comment

Enter the comment.... 0/200

Delivery Chalan

Quality Certificate

ESI

MDC Certificate

Guarantee Certificate

HR Doc

GST Chalan

Packing List

Signed Off RORC_COPY

E Way Bill

GTP Certificate

Other Documents

Cancel **Submit**

It shows the message as Attachment has been submitted.

Attachment has been submitted
successfully



MM/DD/YYYY



To

MM/DD/YYYY



PO			
PO NO	Item	Vendor NO	Vendor Name