

DOCUMENT

OF

Vendor Panel

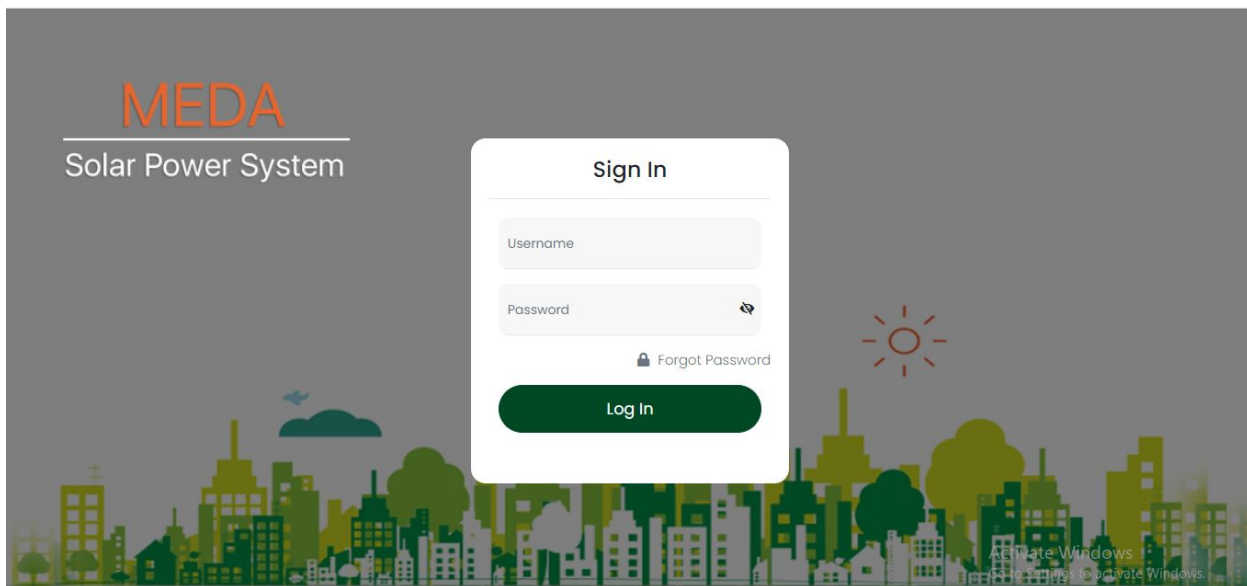
Documents of Vendor Panel

Vendor Panel Login

Login through below link:

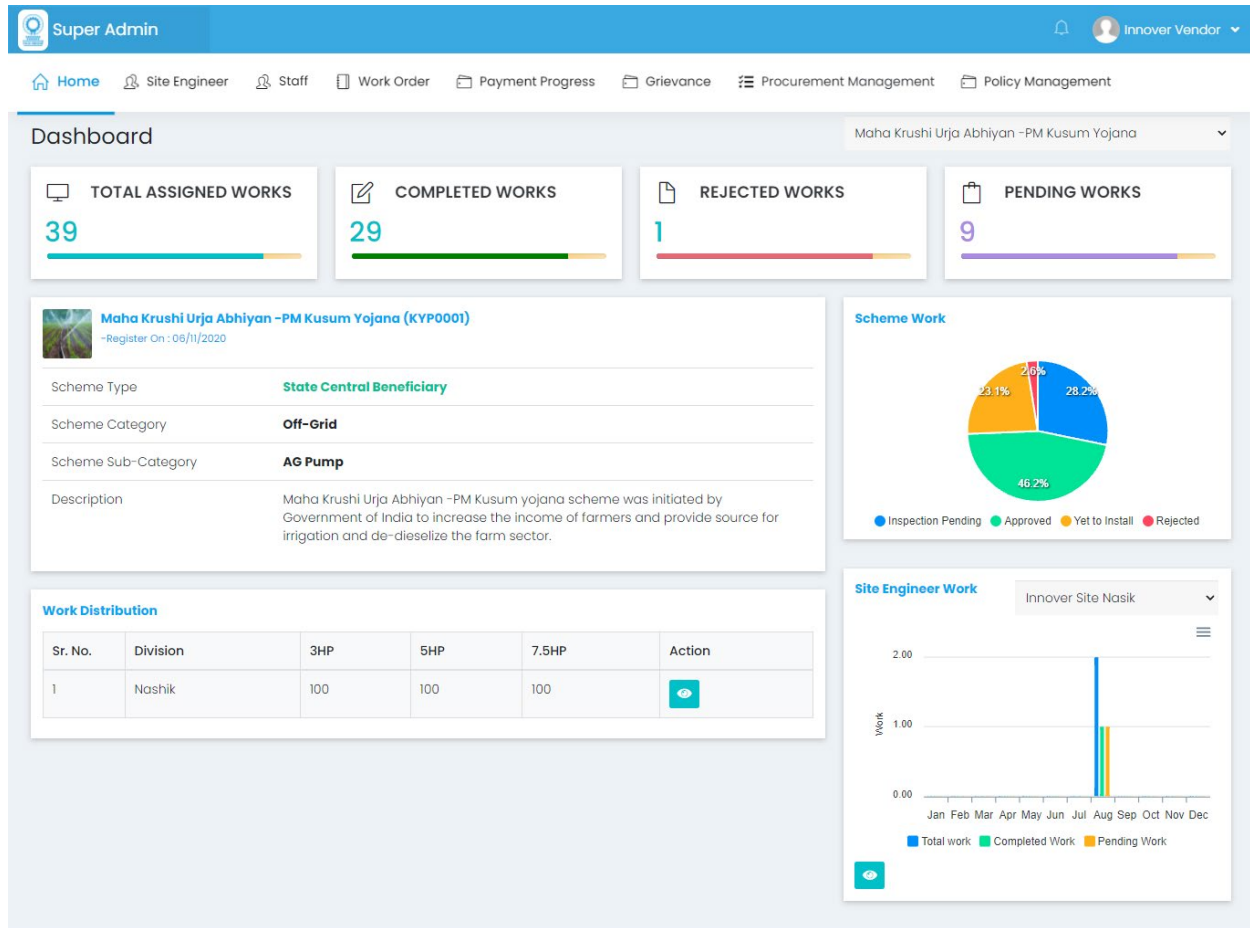
https://kusum.mahaurja.com/meda_vendor/

[Enter valid Username and Password & click on login button](#)



Documents of Vendor Panel

Application form



Copyright © 2021 . All rights reserved.

Once User is logged in successfully as Super admin.













User can See work Task on Dash board as

1. Total assigned Works
2. Completed Works
3. Pending Work
4. Rejected Works

Documents of Vendor Panel

Site Engineer Tab

For Site Engineer Work Alloc

| Super Admin | | | | | | | |
|---|--------------------|------------|-----------------------------|------------|----------------------------|--------------------------------|---|
| Home Site Engineer Staff Work Order Payment Progress Grievance Procurement Management Policy Management | | | | | | | |
| Site Engineer List | | | | | | Dashboard > Site Engineer List | |
| Sr. No. | Name | Contact | Email | Address | Total Allotted Beneficiary | Status | Action |
| 1 | DD Site Engg | 9823666831 | DDeshmukh@yopmail.com | Baner | 15 | Active |     |
| 2 | ChaitaliSiteEngg | 7522931381 | cssite@yopmail.com | Ahmadnagar | 21 | Active |     |
| 3 | Innovor Site Nasik | 9527688888 | innovor_site_eng@nashik.com | Baner | 2 | Active |     |

ation

Steps

1.Go to Site Engineer Tab

2. Click on Plus + Symbol icon for Specific Site Engineer to Allocate Work

| Super Admin | | | | | | | | | |
|---|---------------------|-----------------|------------|--|--|--------------------------------------|--|--|--|
| Home Site Engineer Staff Work Order Payment Progress Grievance Procurement Management Policy Management | | | | | | | | | |
| Allocate Work : DD Site Engg | | | | | | Home > Site Engineer > Allocate Work | | | |
| Scheme | Type | District | Taluka | | | | | | |
| Select Scheme | --Select Type-- | Select District | All Taluka | | | | | | |
| Total Work | Pending Assign Work | Allocate Work | | | | | | | |
| Total Work | Pending Work | Allocate Work | | | | | | | |
| <input type="button" value="Submit"/> <input type="button" value="Cancel"/> | | | | | | | | | |

3. After Clicking on Plus Symbol icon above screen will be displayed

4. Select all parameters from drop down

5. After selecting Scheme, Type , District, Taluka.

6. Click On Submit Button.

7. Pop message will be shown Site Engineer allocated successfully

Documents of Vendor Panel

Super Admin Shakti Pump

Home Site Engineer **Staff** Work Order Payment Progress Grievance Procurement Management Policy Management

Staff List Dashboard > Staff List

[+ Add](#)

| Sr. No. | Role | Name | Contact | Email | Address | District | Added By | Added On | Status | Action |
|---------|------------------|-------------|------------|-------------|---------|----------|-------------|---------------------|--------|---|
| 1 | District Manager | Raju Shinde | 9766038461 | dm@pune.com | Pune | Pune | Shakti Pump | 21-05-2021 08:31 PM | Active | Edit Delete |

Steps to add Site Engineer

1. Go to Staff Icon
2. Click on Add button

After clicking on Add button below screen will display

Super Admin Shakti Pump

Home Site Engineer Staff **Work Order** Payment Progress Grievance Procurement Management Policy Management

Add Staff Home > Staff > Add Staff

User Type: Select User Type

Name:

Contact:

Email:

Is Active: ☐ Yes ☐ No

Address:

[Submit](#) [Cancel](#)

Select the User type as District Manager and enter all the remaining parameter for the same.

Click on submit button

A pop-up message will appear on screen


“Are you sure! Do you want to add this Staff ? “



Click on ok button.

Site Engineer will be added successfully.

After that District Manager will login and complete Site Engineer Profile .

Documents of Vendor Panel





Super Admin



Shakti Pump

[Home](#)
[Site Engineer](#)
[Staff](#)
[Work Order](#)
[Payment Progress](#)
[Grievance](#)
[Procurement Management](#)
[Policy Management](#)

Grievance
Dashboard > [Work Order](#)

Scheme
 Maha Krushi Urja Abhiyan -PM Kusum y

| Sr. No. | Work Order No. | Order Generated Date | Action |
|---------|----------------|----------------------|---|
| 1 | 92021083122127 | 2021-08-31 |  |
| 2 | 92021083122129 | 2021-08-31 |  |
| 3 | 92021083122130 | 2021-08-31 |  |

In work Tab ,


Vendor after selecting Scheme above screen will display.



Vendor can see Work order number

Download Functionality.

Payment Progress

Payment progress


Super Admin



Shakti Pump

[Home](#)
[Site Engineer](#)
[Staff](#)
[Work Order](#)
[Payment Progress](#)
[Grievance](#)
[Procurement Management](#)
[Policy Management](#)

Payment Progress Report
Dashboard > [Progress Report](#)

Scheme
 Select Scheme

District
 Select District

Status
 Select Status

In Payment Progress tab Vendor can raise the payment for installation.

Above screen will display

Vendor should select all the parameters

Select status as 'Installed eligible for payment '

After that below screen will be shown.

Documents of Vendor Panel

Super Admin

Shakti Pump

[Home](#)
[Site Engineer](#)
[Staff](#)
[Work Order](#)
[Payment Progress](#)
[Grievance](#)
[Procurement Management](#)
[Policy Management](#)

Payment Progress Report

Dashboard > Progress Report

Scheme

Maha Krushi Urja Abhiyan -PM Kusum y

District

Ahmednagar

Status

Installed eligible for payment

Insurance Status

Insurance Uploaded

Total Beneficiary Count : 0

Raise Payment

| Sr. No. | Name | Mobile | Pump Type | District | Taluka | Village | Payment Criteria(%) | Action |
|----------------------------|------|--------|-----------|----------|--------|---------|---------------------|--------|
| Beneficiary list not found | | | | | | | | |

Select the insurance status as 'Insurance uploaded'

If uploaded from policy management tab.

After that click on 'Raise payment' which is in Green Color.

Once after clicking on Raise payment button a pop-up message will appear 'Are you sure!'

Do you want to raise the payment for below beneficiary

Click on Ok .

Grievance Tab

Super Admin

Shakti Pump

[Home](#)
[Site Engineer](#)
[Staff](#)
[Work Order](#)
[Payment Progress](#)
[Grievance](#)
[Procurement Management](#)
[Policy Management](#)

Grievance

Dashboard > Grievance

Scheme

Maha Krushi Urja Abhiyan -PM Kusum y

| Sr. No. | Beneficiary Name | District | Taluka | Village | Grievances | Status | Assigned Site Engineer | Beneficiary Comment | SE comment | Assign Site Engineer |
|----------------------|------------------|----------|--------|---------|------------|--------|------------------------|---------------------|------------|----------------------|
| Grievances not found | | | | | | | | | | |

In Grievance tab

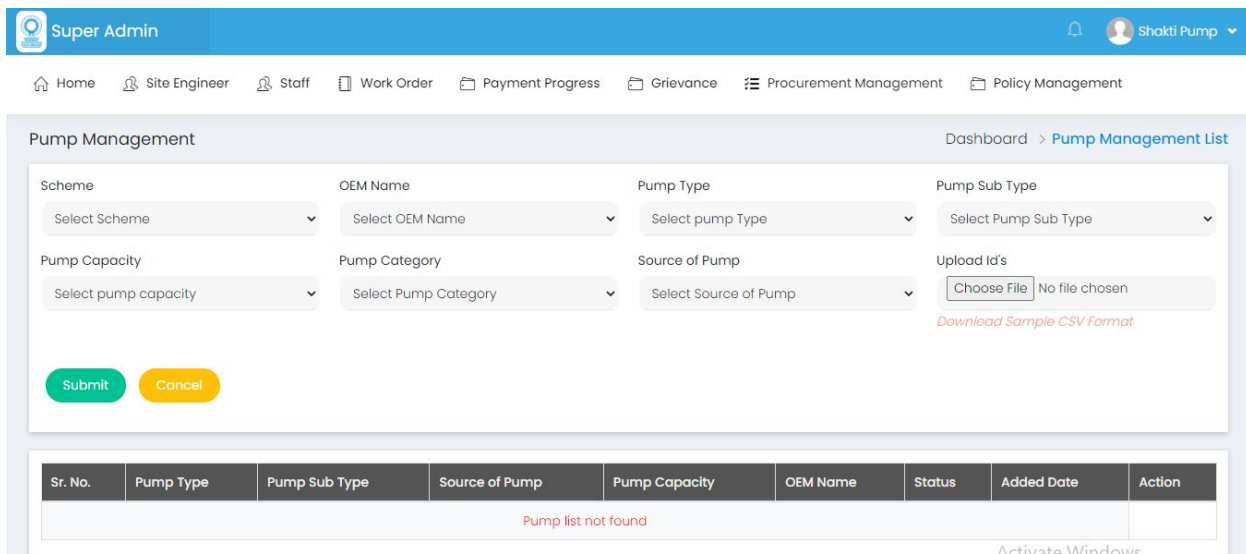
Vendor can look for all the Grievances of beneficiary's and he can address them through respective Site engineer.

Documents of Vendor Panel

Procurement Manage

In this Tab there are total four parameter.

1. Pump management
2. Controller management
3. Panel Management
4. Structure Management



Super Admin Shakti Pump

Home Site Engineer Staff Work Order Payment Progress Grievance **Procurement Management** Policy Management

Pump Management Dashboard > Pump Management List

Scheme: Select Scheme ▼ OEM Name: Select OEM Name ▼ Pump Type: Select pump Type ▼ Pump Sub Type: Select Pump Sub Type ▼

Pump Capacity: Select pump capacity ▼ Pump Category: Select Pump Category ▼ Source of Pump: Select Source of Pump ▼ Upload Id's: Choose File No file chosen

[Download Sample CSV Format](#)

[Submit](#) [Cancel](#)

| Sr. No. | Pump Type | Pump Sub Type | Source of Pump | Pump Capacity | OEM Name | Status | Added Date | Action |
|---------------------|-----------|---------------|----------------|---------------|----------|--------|------------|--------|
| Pump list not found | | | | | | | | |

[Activate Windows](#)

In Pump Management Vendor has to select the parameter and submit the details about pump capacity, Pump category and upload the Id's in CSV format.

Download sample is also provided for further knowledge.

Similarly for rest parameter Functionality is same.

Policy Management

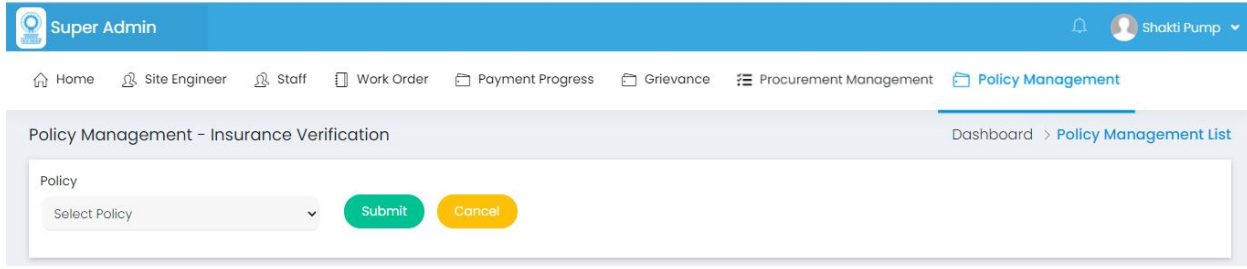
In Policy Management Vendor can upload Insurance copy against the installation of pump.

Below screen will be displayed.

Select the Scheme as Standard fire and special perils policy from select policy.

Documents of Vendor Panel

Click on submit button.



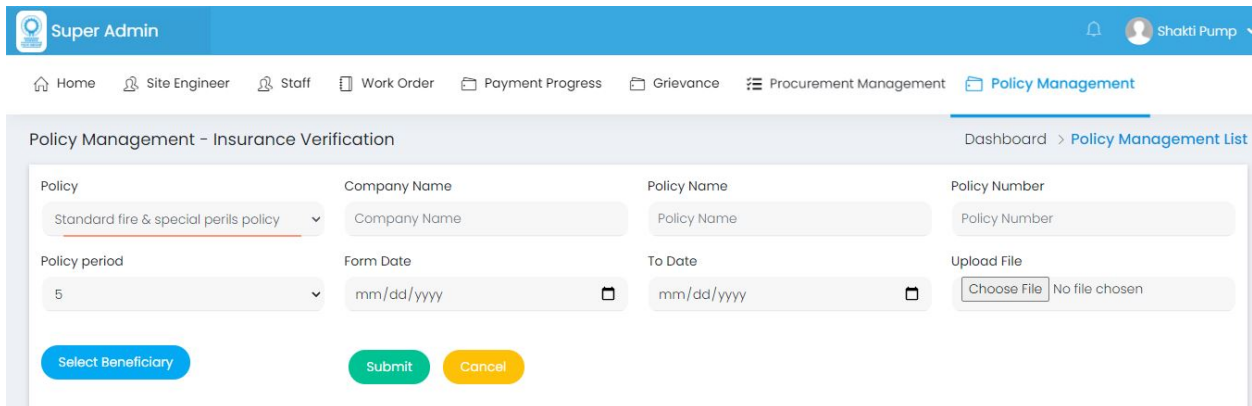
Super Admin | Shakti Pump

Home | Site Engineer | Staff | Work Order | Payment Progress | Grievance | Procurement Management | **Policy Management**

Policy Management - Insurance Verification | Dashboard > Policy Management List

Policy: Select Policy [Submit] [Cancel]

After clicking on Submit button below screen will appear.



Super Admin | Shakti Pump

Home | Site Engineer | Staff | Work Order | Payment Progress | Grievance | Procurement Management | **Policy Management**

Policy Management - Insurance Verification | Dashboard > Policy Management List

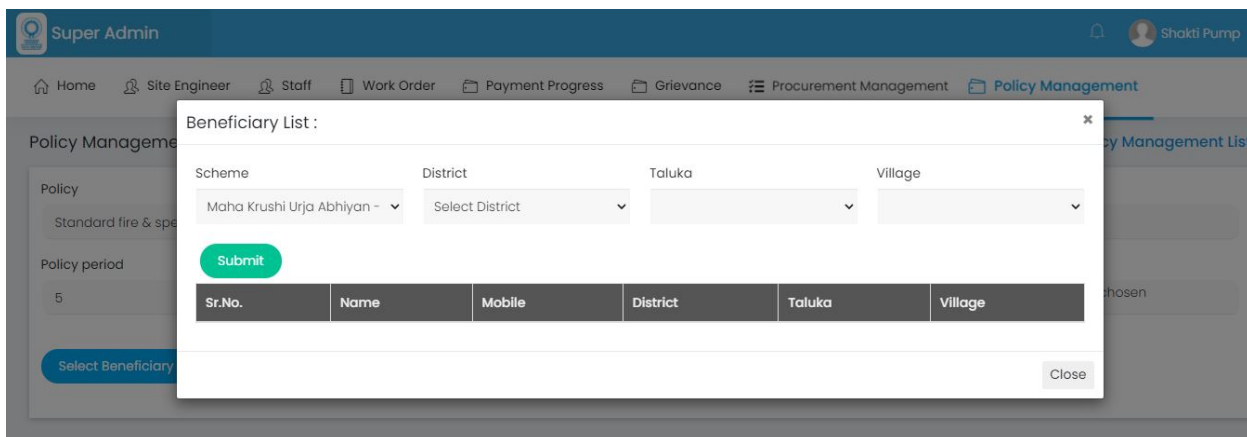
Policy: Standard fire & special perils policy [Company Name] [Policy Name] [Policy Number]

Policy period: 5 [Form Date: mm/dd/yyyy] [To Date: mm/dd/yyyy] [Upload File: Choose File | No file chosen]

[Select Beneficiary] [Submit] [Cancel]

Select all the parameter from above form.

After that select the beneficiary below screen will be displayed.



Super Admin | Shakti Pump

Home | Site Engineer | Staff | Work Order | Payment Progress | Grievance | Procurement Management | **Policy Management**

Policy Management - Insurance Verification | Dashboard > Policy Management List

Beneficiary List:

Scheme: Maha Krushi Urja Abhiyan - [District: Select District] [Taluka:] [Village:]

[Submit]

| Sr.No. | Name | Mobile | District | Taluka | Village |
|--------|------|--------|----------|--------|---------|
| | | | | | |

[Close]

Select the scheme, District, Taluka, Village form above form. Click on submit button.

Below screen will be displayed select beneficiary from tik box. Click on close.

Documents of Vendor Panel

After that click on submit button.

Raise payment green button will be shown.

Click on Raise payment button.

Click on ok.

Payment will be raised successfully.