OPMS-Manual for EPC Work

1) How to define EPC type at Tender Creation stage.
2) How to Define the EPC work Payment Schedule 3)
How to do the RE for the EPC work.
4) How to create Measurement Abstract.

1 How to define EPC type at Tender Creation stage.

Step 1: At the tender creation, select the tender type as EPC.

Step 2: Click on save to save the tender details.

2 How to Define the EPC work Payment Schedule

Step 1: Login with user in the system with valid login id and password.

Step 2: Click on left menu list, EPM -> Billing Management -> Payment Schedule menu, right side work list will be open.

Step 3: Click on work description of the concern work and Payment Schedule page is opened.

Step 4: In Payment schedule page work details is shown.Click on mesh symbol to add the Activity/Stage/Sub Activity

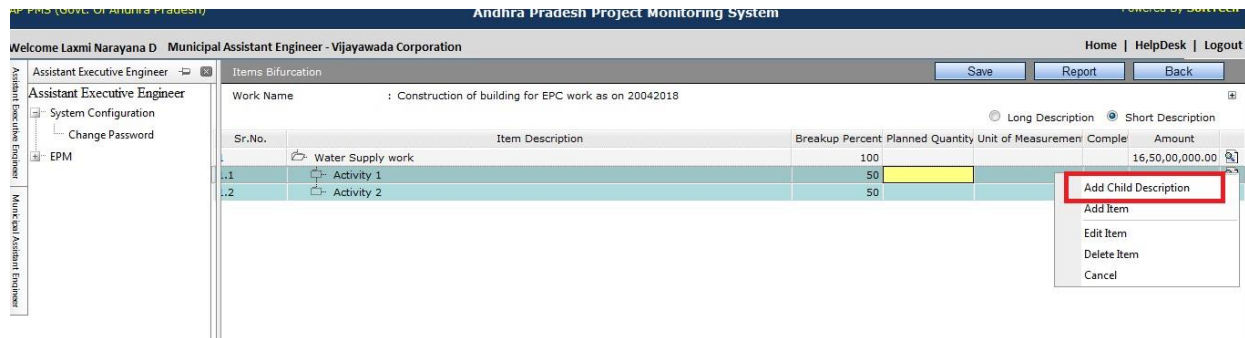Step 5: Adding Activity: Click on work details row mesh symbol, option list is open. Select "Add Child Description" option.
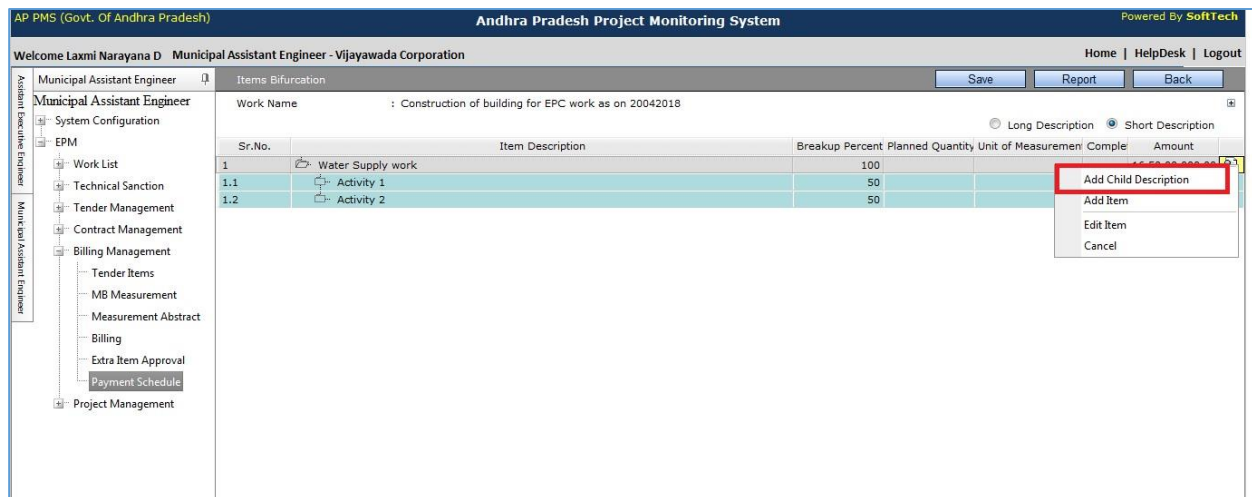
Step 6: Enter the Item no for activity, Short Description, Description and click on save. Activity will be saved. Click on Close to close the window.
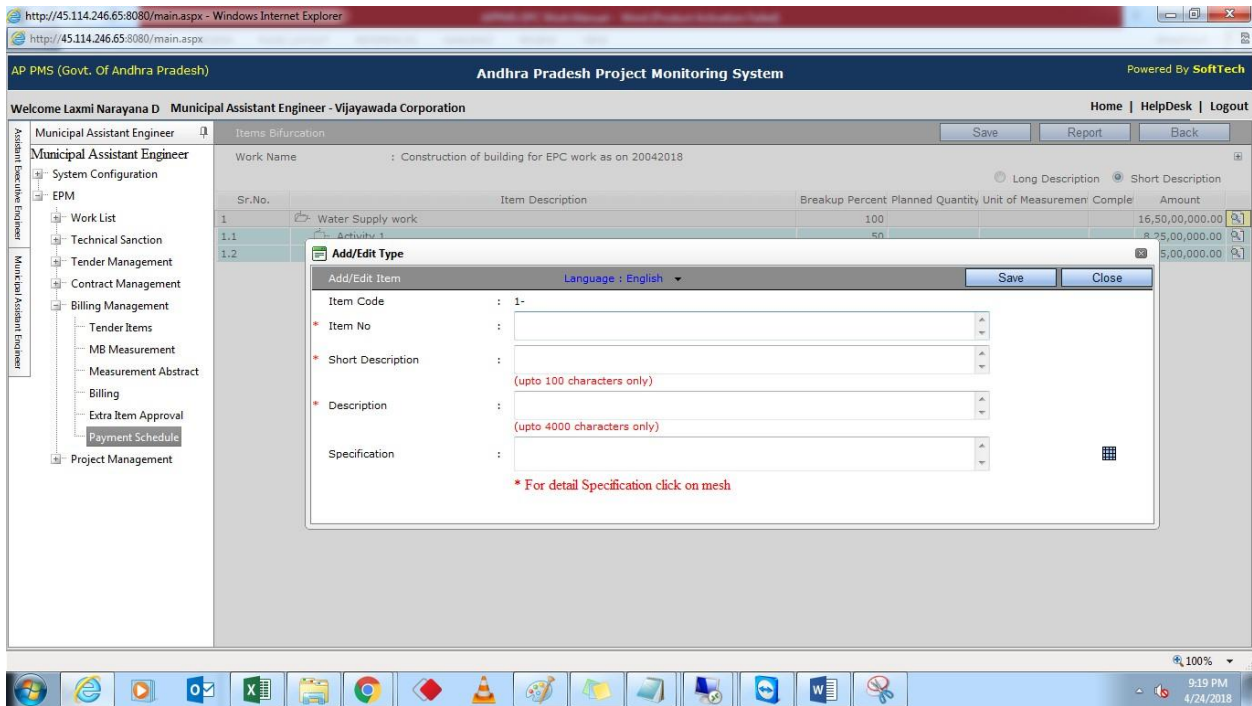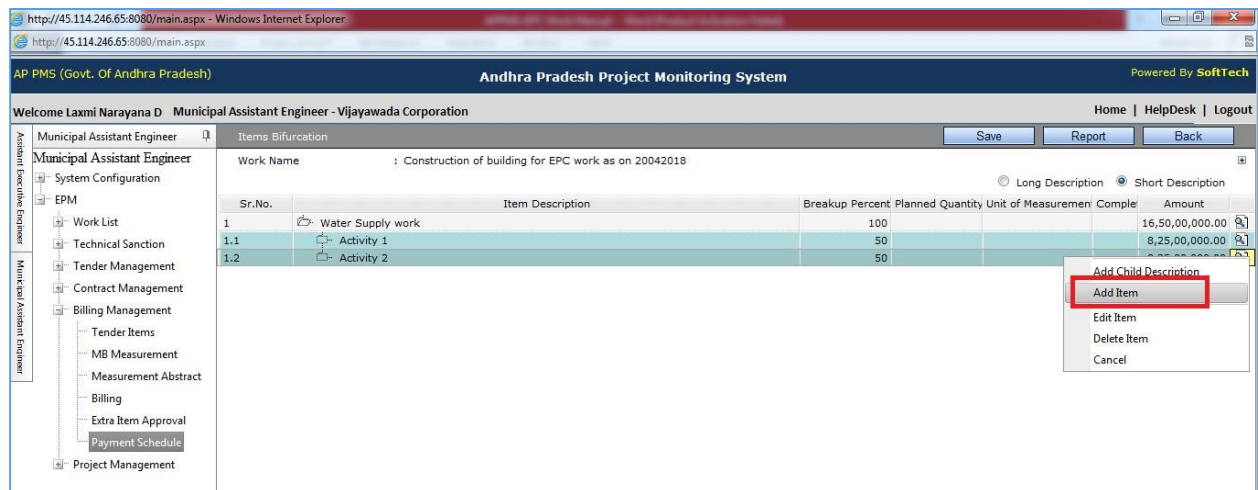

Step 7: Adding Sub Activity: Click on activity mesh symbol select the option "Add Child Description"

Step 8: Enter the Item no for sub activity, Short Description, Description and click on save. Activity will be saved. Click on Close to close the window.
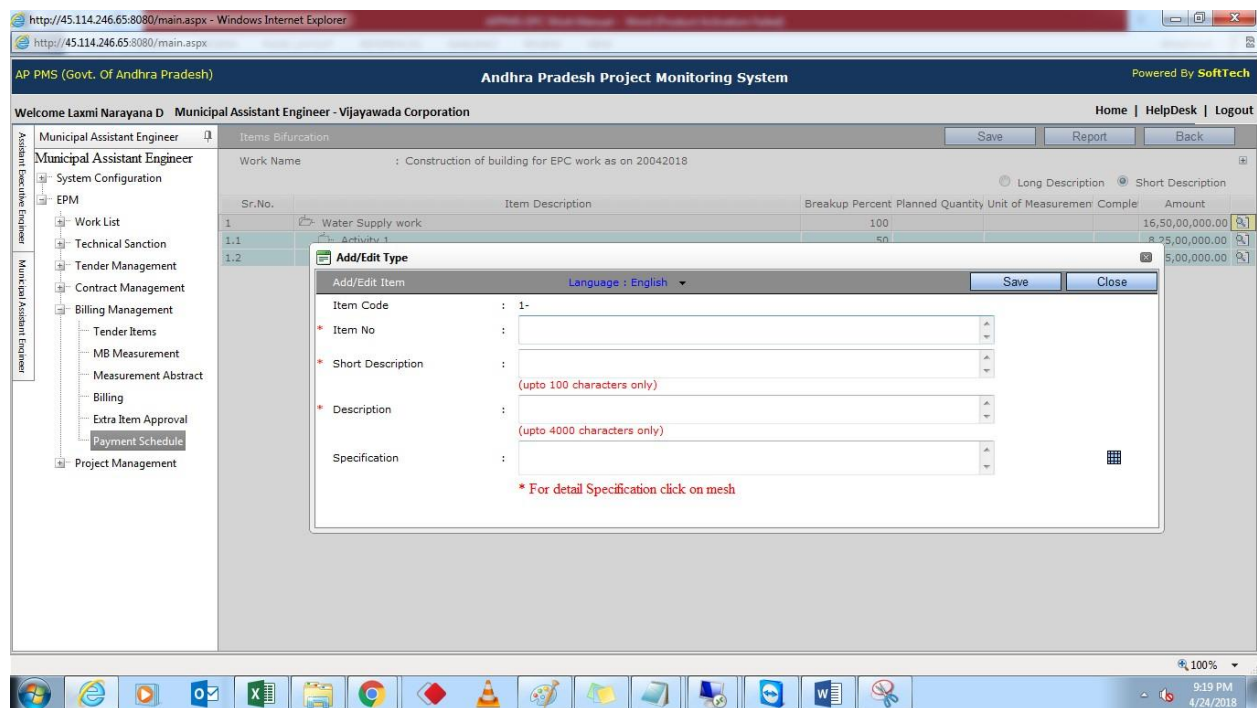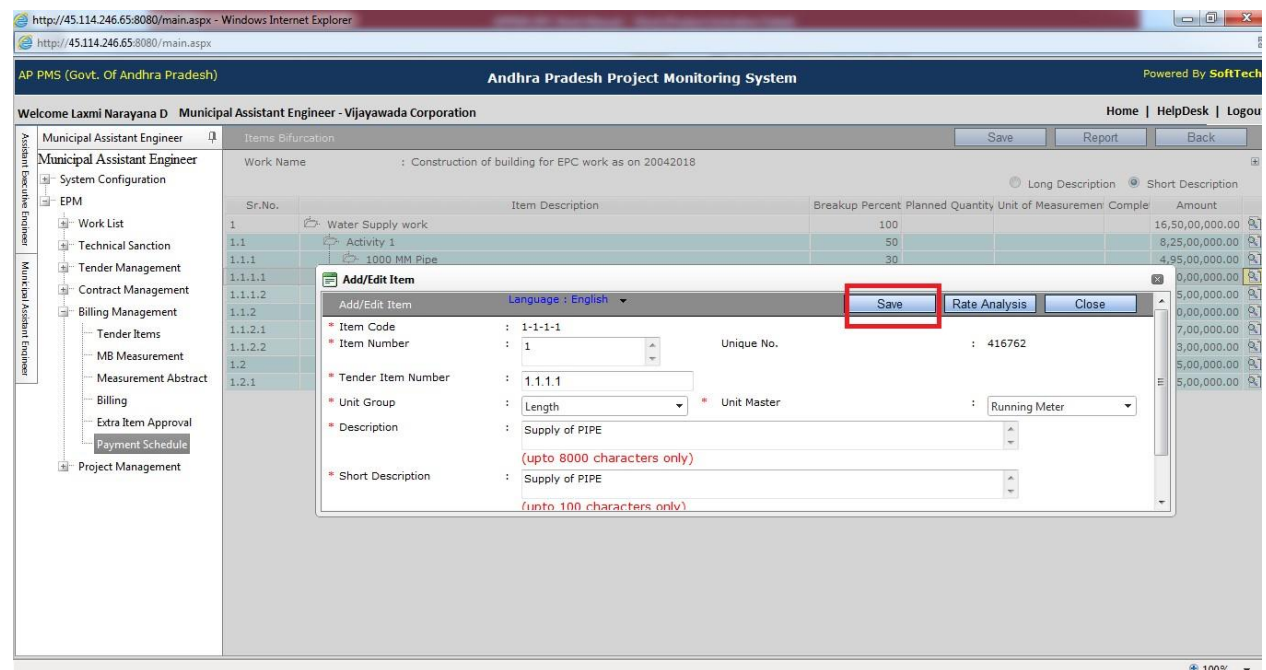

Step 9: Add item: Click on mesh symbol in activity row, option list is opened. Select the option "Add Item".

Step 10: Enter Item no, Item unit and unit master. Enter the item short and long description. Click on save button, to save the item.

Enter activity as item, which is measurable having % in payment schedule.

Step 11:   Repeat the steps 5 to 10, for adding the payment schedule of the work. Will be shown as below. (Below is example only)

Step 12: Adding the % for the activity which entered as Item:

Click on breakup % against the item, enter the % , add planned quantity for that item. Automatically its parent % and work % is calculated.

** Note : Total of breakup % should be 100.

Step 13: Click on save to save the work payment schedule.

Step 14: Click on back button, click on work description .Approval page is opened. Click on send forward to send the approval authority. Approval Authority Approve the payment schedule.

Step 15 : Once it approve, work will be available in measurement.

3 How to do the RE for the EPC work.

Step 1: Click on MB measurement -> Select the concern work.

Step 2: Click on Add Record Entry button to create RE. Select the record entry date and click on save.

Step 3: Click on save button to Save the RE.

Step 4: RE entry will be listed. Click on mesh to add the items.

Step 5 : Click on Select item, payment schedule is opened.

Step 6: Select the activity, against which add the measurment.

Step 7: Click on mesh symbol, against the payment schedule item., select the option measurement, to add the measurement.

Step 8: Add the measurement against the item planned quantity and click on save.

Step 9: RE measurmnet details, shown measumet qty against the planned qty.

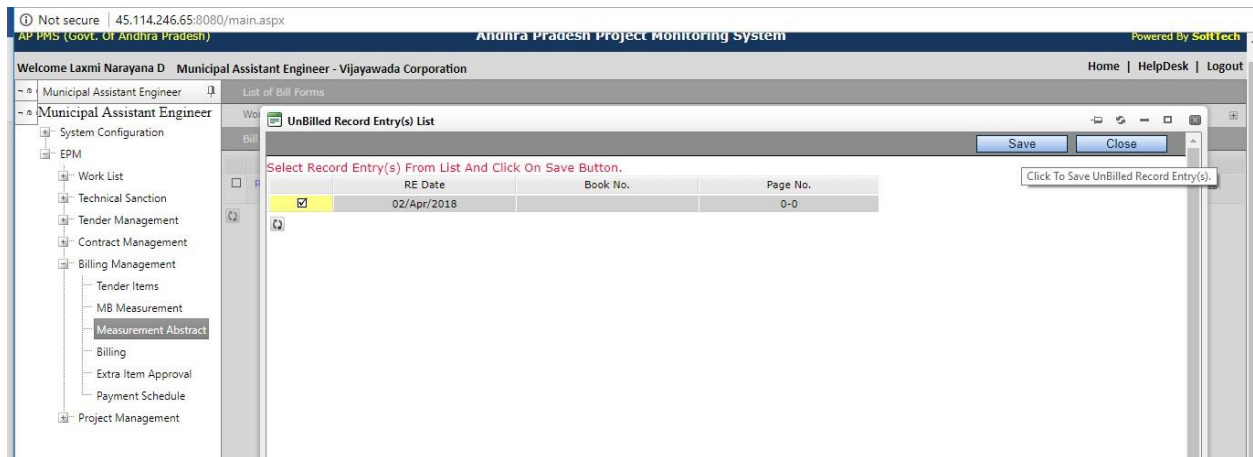# 4 How to create Measurement Abstract.

Step 1: Click on measurement Abstract -> Select the concern work, details will be opened.
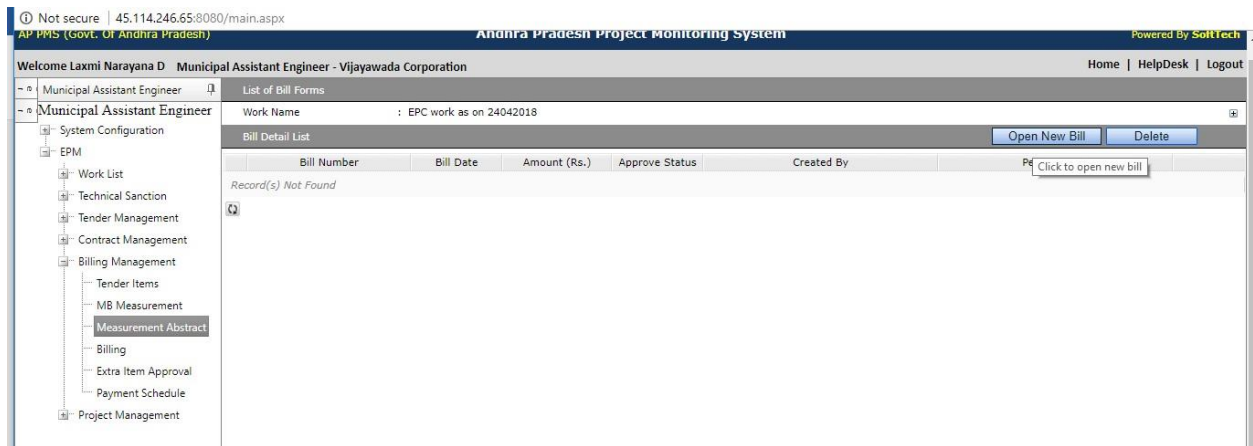
Step 2: Enter the bill no and click on Save.
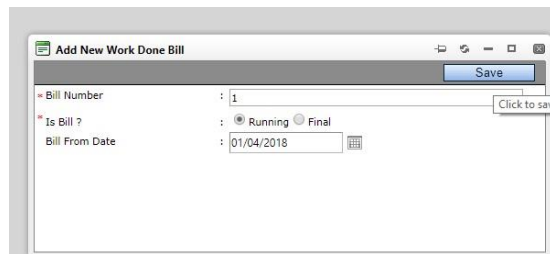
Step 3: Once you save, approved RE list will be opened. Select the RE from list ,for which create Abstract.

Step 4: Bill entry will be saved and shown in Bill list.

Step 5: Click on mesh symbol to open the measurement details.

Step 6: Select the RE and click on Abstract button, to create the Abstract.

Step 7: Approval of Abstract: as per work flow abstract file is process up to approval authority and Approval authority is approve the measurement abstract.

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