

Online Project Management System (E-Works) (OPMS)

User Manual

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1. How to login into OPMS system

Step 1) Open the internet/chrome browser, enter the URL http://45.114.246.65/, AP PMS portal will be shown as below.



Step 2: Enter the Username and password. Click on "Login" button to login into the system.

Step 3: As per roles of the user application menu will be shown.

2. How to create the OLD Data Entry

Old Data Entry: For APPMS, we need to add, all ongoing works.

Step 1) Login with OLD Data Entry user as per ULB's.



Step2) once you login with Old data entry user, below screen will be shown.

192.168.0.103:8090/main.aspx - Go							- 0 X
http://125.99.73.120:8090/main.asp	X					29	G
OPMS AP PMS (Govt. Of Andhra Prades	h)	Andh	ra Pradesh Project Monitorin	g System		Powered By SoftTech	vered By SoftTech
Mulcome VMColddataentry Assis	tant Engineer (PH) - Vi	jayawada Corporation				Home HelpDesk Logout	bout Us Logout
M2 OLD data entry	🖡 Dashboard					A	
OLD data entry OLD data entry EPM Work List Old Work Entry Billing Management eMB AddMb Billing Status Status	Sr.No. Record(s) Not Fou	Module Name .nd	Pending With Me	Pending With Other	Approved		

1) Click on EPM-> Work List -> Old Work Entry. Old data entry screen will be shown as below.

Welcome VMColddataentry Assistar	t Engineer (PH) - Vijayawada Corporation			Home HelpDesk Logou
은 OLD data entry 대	Add Work			
OLD data entry	АА			
Work List	* Work Number :		* Budget Year : 2017-2018	-
Old Work Entry	* Work Name :			* *
Billing Management	* Work Nature : Maintenance	•	* Work Type :	•
eMB AddMb	* AA Approval No. :	* AA Cost :	* AA Date : * Disr	tict : Select 👻
Billing	* Scheme : Select -	* Work Source : Election Work -	* Constituency : * Loca	lity : Select -
∃ Status	* Road Length :	* Latitude :	* Longitude :	
Status	тѕ			
	* TS Approval No. :	* TS Cost :	* TS Date :	
	Tender			
	* Tender Number :	* Tender Cost :	* Tender Type :	:
	Work Order			
	* AggrementDate :	* AgreementNumber :	* AcceptDate : * Acce	eptedAmount :
	* WorkOrderDate :	* WorkOrderNumber :	* : * Com CommencementDt	npletionDate :
	* TimeLimitIn :	* TimeLimit :	ContratcorID :	: CompletionDate
	Work Flow			
	* Stage : WorkOrder -	* Stage Status :		_
	* Pending : Municipality •	* Pending With Office : Vijayawada Corpc*	* Pending With : VMColddataentry*	
	Work Progress			-

2) Enter the work details as below:

Add Work							Save	Work Progress
Work Detail								
* Work Number	: WIN/*****/YR			* Budget Year	:2017-2018			•
* Work Name	:							A
Work Nature	: Maintenance			▼ * Work Type	:			-
* Disrtict	Select	▼ Locality	Select	 Constituency 	:	*		
* Scheme	Select	▼ * Work Source	Election Work	•				
Latitude	:	Longitude	:	Road Length	:			=
AS								

- Work Number: System will be created WIN no automatically.
- Budget Year: Select budget year from drop down list.
- Work Name: Enter the name of the work.
- Work Nature: Select from drop down either Capital or Maintenance
- Work Type: Select work type from dropdown list.
- District: Select from dropdown list.
- Scheme: Select from dropdown list.
- Locality: Select from dropdown list.
- Constituency: Select from dropdown list or type in the textbox.
- Scheme: Select from dropdown list.
- Work Source: Select from drop down list.
- Latitude / Longitude / Road Length: Is optional field.
- 3) Enter the Administrative Sanction details as below:

AS						
* AA Approval	No. :	* AA Cost	:	* AA Date	:	
тѕ						
* TS No.	:	* TS Cost	:	* TS Date	:	
Tender						
	- 1011	TT OFFICIA				

- AS Approval No: Enter the Administrative Sanction no.
- AA Cost: Enter the Administrative Sanction amount.
- AA Date : Select AS Date from Calendar
- 4) Enter the Technical Sanction details as below:

AS		,				
* AA Approval No.	:	* AA Cost	:	* AA Date	:	
TS						
* TS No.	:	* TS Cost	:	* TS Date	:	
Tender						
				_		

- TS Approval No: Enter the Technical Sanction no.
- TS Cost: Enter the Technical Sanction amount.
- TS Date : Select TS Date from Calendar
- 5) Enter the Tender details as below:

	TS						
	* TS No. :		* TS Cost	:	* TS Date	:	
	Tender						
	* Tender Notice No. :		* ECV/IBM	:			
	* Tender Type :	PercentRate 🔹	* Quoated	· Above •	* Quoated (in %)	:	0
L	Work Order						
	* AggrementDate :		* AareementNumber	:	* AccentDate		AccentedAmount :

- Tender Notice No.: Enter Tender no./ Notice no.
- Tender Type: Select the Tender type like Item rate, Percentage, EPC etc.
- As per tender type select Quoted information.
- 6) Enter the WO details as below:

* Tender Number :	* Tender Cost :	* Tender Type :	:
rk Order			
* AggrementDate :	* AgreementNumber :	* AcceptDate :	* AcceptedAmount :
* WorkOrderDate :	* WorkOrderNumber :	* : CommencementDt	* CompletionDate :
* TimeLimitIn :	* TimeLimit :	* ContratcorID :	* : ActualCompletionDate
ork Flow			
* Stage	* Stage Status		

- Agreement date: Enter Agreement date.
- Agreement number: Enter Agreement number no.
- Accepted Date : LOA accepted Date
- Accepted Amount : Finalized Bidder accepted Amount
- Work Order Date :

- Work Order Number:
- Commencement Date:
- Completion Date:
- Time limit in : In days/Months/Year select the value from dropdown
- Time limit : enter the period
- Contractor Id :
- Actual Completion Date:
- 7) Select the contractor: Click on blue mesh in select contractor, page will opened

Work Order	
* AggrementDate : * AgreementNumber	* AcceptDate : * AcceptedAmount :
* WorkOrderDate : * WorkOrderNumber	* Contratcor : CommencementDt
* TimeLimitIn : Days	CompletionDate : * Actual Comp. : Date
BOO Items	

8) Click on add to add the new contractor. For existing you can search from list.

📰 List			_		ф S	à — 🗆 💌
List of Contractor Filter On			Add	Ok	Cancel	
Firm Name	:				Star	ts With
Register Office Category	Minister	Register Office	: ALL			-
Category	: All	▼Work Type	: All	 Specialization 	: All	•
Average Annual Turnover (In Lacs)	:0.00	Solvency Amount (In Lacs)	:0.00	Work Amount (In Lacs)	:0.00	
PAN	:	VAT	:	Service Tax No	:	
Empaneled	: 🔲 From Month / Yea	January 🔻 2017 🔻	To Month / Year De	cember 💌 2017 💌	S	earch
Select Contractor(s) from list and	d press OK					
A B C D E F G H I J K L M N O F	, Q R S T U V W X Y Z A	all in the second s				
		Name		Category		Specialization
	Α			Class I - Class I and Al	bove	
K.Kishore Babu	K.Kishore Babu				bove	
test 2 contractor	test 2 contractor				bove	Civil
B venkyateshwar Redd	ly			Class IV - Class IV and	l Above	
M Srihari				Class Spl - Class Speci	al	

9) Fill the contractor details and click on save.

General Contact Registration Partner	N Bankers	Machinery	Financial	Staff	Works	Enrollments	Other D	Documents
*Name of Firm	: MS	rihari						
*Category	: Cla	ss Spl - Clas	s Special					•
Firm Type	: Sel	ect		-	Place o	f Business	:	
Date of Firm Established	: 30/1	2/2017			Special	ization	:	Select 🔻
*Name of the owner	: MS	rihari						
Alias Name	:				*Endors	ement No.		12345
*PAN No.	: AFM	PM6493C			TIN No		:	
VAT Registration No.	: -			_	CST No	.	:	
Service Tax Register No.	:			_	WCT N	ο.	:	
Shop Act No.	:			_	Telegra	phic Addres	s :	
Action	: REC	SISTERED		-	IsVerifi	ed	:	
Is Interested in electrical works only	: 0	Yes 🔍 No						
Is Applicant/Partner/Share Holders blacklisted	: © Y	es 🖲 No			Relativ	e in PWDAP	:	🔘 Yes 🖲 No
Contact Person Name	:				Phone	Number		
Login Information								
*Login Name	: AFM	PM6493Cde						
*Password				_				
*Confirm Password	: [

10) Import BOQ to the works.

BOQ Items			
Select File	:	Select xRemove	
From : 1	То : 100		
Work Flow			

11) Fill the details in the BOQ excel sheet. Select the excel sheet from your machine.

ItemNumb er	Description	Quantit y	Rate	Unit	Total	ParentRo w	QuotedRate (Req if Item Rate only)
1	Earth Work					-1	
1.1	SubGroup Earth Work					2	
1.1.1	Earth Work		120.2		258537.		
	Item A -In DTP	2150	5	sqm	5	3	140.25
1.1.2	Earth Work		245.4		527717.		
	Item B - In DTP	2150	5	sqm	5	3	300.45
1.2	SubGroup Earth Work A					2	
1.2.1	Earth Work C -		345.3		742502.		
	In DTP	2150	5	cum	5	6	345.35

1.2.2	Earth Work D -		384.3				
	In DTP	2150	8	cum	826417	6	345.38
3			120.2		258537.		
	TEST ITEM a	2150	5	sqm	5	-1	150.25
4			120.2		258537.		
	TEST ITEM B	2150	5	sqm	5	-1	160.25
6			120.2		258537.		
	TEST ITEM C	2150	5	sqm	5	-1	189.25
6			120.2		258537.		
	TEST ITEM D	2150	5	sqm	5	-1	160.25

12) Fill the QuotedRate (Req if Item Rate only) column in case of Item Rate Tender only.

13) Click on save for save the work into the system.

3. Create NEW AS

Create Administrative Sanction

Step 1) Click on EPM -> Work List -> New work from left menu. Below screen will be shown.

MS (Govt. Of Andhra Pradesh)		Online Proje	ct Management System (E-works)				Powered By SoftTo
oru Rugu K Municipal Assistant En	gineer - Vijayawada Corporation		Dashboard			Home HelpDesk	About Us Log
MAE Ü	Add New Work / Work Details					Save	Work List
MAE System Configuration	 Reference No. Name 	: WIN/****/YR		• Year:	2020-2021		-
- EPM Work List	• Type		•	* Nature:	Maintenance		
Administrative Sanction Register Old Work Entry Old Work Entry List Edit Old Work CallFile List Technical Sanction Technical Sanction					Indimenance		
Contract Management							

Step 2) Enter work name, select the Fin year from drop down list, enter the work type and Nature.

Step 3) Click on Save button to Save the work.

OPMS (Govt. Of Andhra Pradesh)		Online Project Management System (E-works)	Powered By SoftTech
Bangaru Raju K Municipal Assistant E	ngineer - Vijayawada Corporation	Dashboard	Home HelpDesk About Us Logout
=>∃ MAE Ü	Add New Work / Work Details		Save Work List
MAE System Configuration EPM Work List Administrative Sanction New Work Register Old Work Entry Work Progress Old Work Entry List Edit Old Work	Add New Work / Work Details Reference No. : Name : Type ::	WIN/*****/YR * Year: Road Work from Vijaywada to Guntur National Highway 2020 - CC Roads - CC Roads • Nature:	Save Work List
Assign Work CalFile List Technical Sanction Tender Management Contract Management Billing Management			

Step 4) once saved all the tabs, shown as below.

A Net

DPMS (Govt. Of Andhra Pradesh)		Online Project Management System (E-works) Po	wered By SoftTee
Anguru Raju K Municipal Assistant E	ngineer - Vijayawada Corporation	Dashboard Home HelpDesk /	About Us Logo
n>: MAE	Add New Work / Work Details	Save	Work List
MAE System Configuration EPM Work List Administrative Sanction Register Old Work Entry Work Progress Old Work Entry List Edit Old Work Assign Work Califie List Technical Sanction	Reference No. Server	WIN/0037/20-21 * Year: 2020-2021 Road Work from Vijaywada to Guntur National Highway 2020	•
Fonder Management Gontract Management Billing Management	Initiated Office Initiated By Initiated By Remarks Dockets Dockets Administrative Sanction Orc Notesheet (External) Gost Estimate		achment
	4 Estimate Report		**

0

Step 5) Select the Work Source from drop down list.

Step 6) Click on blue mesh, to add the budgetary details.

Budgetary Details											6
Budgetary Details						[Save	C	lose		Ī
 Funding Agency 		:	All							•	1
 Department 			All							•	
* Function /Cost Cente	er	:	All						•	•	
* Budget Head			All							-	
* Scheme			All						•	-	
Sub Scheme			All							-	
Budget Head Balance	e Detail										l
Budget Allocated Am (Rupees in Thousan			ntioned Amount ees in Thousand)	Utilliz	ed Amount (Rupees in Thousand)	Balanc	e Amount (Rupees n Thousand)				1
50,00,00	0.00		3,01,74,96,532.00		0.00	-	3,01,24,96,532.00				
Q											
Budget Head Provision	on Durin	ng the	Year								1
Sr. No.	Ye	ear	Provisio	n							
□ 1 201	17-2018	3		0.00							1
O B											

- a) Select the Funding Agency from dropdown list.
- b) Select the Department from dropdown list.
- c) Select the Function/Cost center from dropdown list.
- d) Select the budget Head from dropdown list.
- e) Select the Sub scheme from dropdown list.

Step 7) Click on save to save the budget details. Click on close button, to close the tab.

Not secure 45.114.246.65:8080 P PMS (Govt. Of Andhra Pradesh)	/main.aspx		ered By SoftTee
Velcome Laxmi Narayana D Municipa	Accistant Engineer Minuswada	45.114.246.65:8080 says:	lpDesk Logo
Assistant Engineer	Add New Work / Work Details	Data Saved Successfully.	Work List
Assistant Engineer	Reference No. : Name :	WIN OK = Year: 2017-2018 Road work from Vijayawada to Guntur National Highway 2018	•
Work List Administrative Approval Cold Work Entry Work Progress Old Work Entry List Technical Sanction Tender Management Approved TS DNIRT Contract Management Billing Management Set Management Asset Management	Type GEO Code General Location Details General Details Work Source Work Source Budgetary Details Work-Owner Details Work-Owner Details Included Office Included Bis	Budgetary Details Save Close Budgetary Details Save Close Funding Agency ² Roads and Bridges Department Roads and Bridges Function / Cost Center Cost Center Lindustrail Trainning Scheme ULDSSMT Subscheme Mull Sub Scheme All UDSSMT Subject Hood Balance Detail Widget Hood Balance Detail Udget Hood Balance Detail Sol,00,000.00 Sol,00,000.00 Sol,00,000.00 Sol,00,000.00 Dudget Head Provision During this Year	
Legal Deshboard	2 Notesheet (Internal) 3 Notesheet (External)	Sr. No. Year Provision 1 2017-2018 0.00 2	ichment

Step 8) Click on Location tab and add the details.

- a) Click on blue mesh and select the Constituency from list.
- b) District will be shown automatically.

- c) Click on blue mesh and select the City from list.
- d) Click on blue mesh and select the Ward from list.
- e) Click on blue mesh and select the Locality from list.

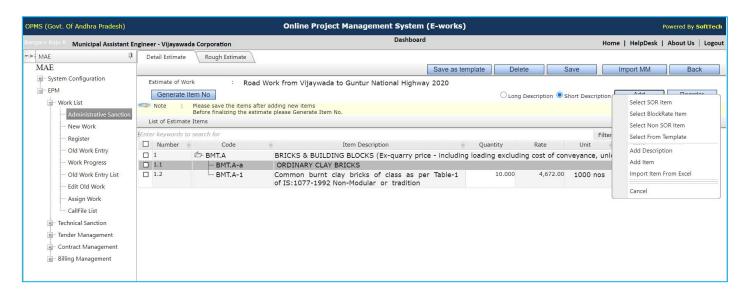
m> MAE II A MAE ≭ R	er - Vijayawada Corporation Add New Work / Work Details		Dashboard			Home HelpDesk	About Us	Logout
MAE	Add New Work / Work Details							LOBOR
A R						Save	Work Lis	st
PPM Work List Administrative Sanction Register Old Work Entry Work Progress Old Work Entry List Asign Work CallFile List CallFile Lis	Reference No. : : Name : : Type : : SEO Code : : eneral Location Details Constituency Area : Assembly (Vidhan Sabha) : District : : District : : Nard : : Locality : :	Sub Work Cost Estimate Error Deta	-	* Year: * Nature:	2020-2021 Capital Works	Save] Work Lit	st

Step 9) Click on Cost Estimate tab, as shown below.

OPMS (Govt. Of Andhra Pradesh)				Online Project	Management Syst	em (E-works)					Powere	d By SoftTech
Bangaru Raju K Municipal Assistant Er	ngineer - Vijaya	awada Corporation			Dashl	oard				Home	HelpDes	k Abou	ut Us Logou
m>i MAE	Add New V	Vork / Work Details										W	ork List
MAE System Configuration EPM	 Reference Name 	No. :	WIN/0037/2 Road Worl		to Guntur National I	Highwa	ay 2020	∗ Year:	2020-2021				•
Work List Administrative Sanction New Work Register	* Type GEO Code General	Location Details	- CC Roads	Cost Estimate	Error Details	•		* Nature:	Capital Works				•
Old Work Entry	Estimate S	Summary	Refer	rence Measurement	Reorder Sub Est	imate	Sub Estimate	Make Revision	n Reports	Lead Calcu	lation	Resource	ce Rate
Old Work Entry List		ds to search for r.No. 1 Road Work f	rom Vijaywad	la to Guntur Natio	Descripti onal Highway 2020	on				CC Ro	Filter Type ads		Find Clear ive Version 46,720.00 🕑
Edit Old Work Assign Work CallFile List Technical Sanction Tender Management Contract Management										Overhe Total C Say	ead Cost	c Cost	46,720.00 0.00 46,800.00 46,800.00
🛨 - Billing Management													

Preparing Cost Estimate.

- Step 10) Click on yellow button to add the cost estimate, details page is shown.
- Step 11) Click on Add button, options shown for add item in estimate.
- Step 12) Select the SOR Item option for adding item from SOR library.



a) Adding SOR Item

IS (Govt. Of Andhra Pradesh)			Online Project Management System (E-works)			Powered By	y SoftTe
^{aru Raju K} Municipal Assistant En	ngineer - Vija	yawada Corporation	Dashboard		Home He	lpDesk About U	s Log
MAE 🖓	Detail	Item List				(×	
MAE		Select Item from			Ok	Close	
System Configuration	Ectio					Close	
= EPM		Select CSR : Buil	Iding Works Select Year : 2017-2018-12/12	2/2017		•	
Work List	G	Select Chapter : BM	T.K-PARTICLE BOARDS			•	31
T	S Not						
Administrative Sanction	List d	Description :					
- New Work		Code :	Unique No. :			Search	
- Register	Enter ke			Show Item	Description as		
- Old Work Entry					a (🔾 Long 💿 Short	
Work Progress		Code	Description	Unit	Rate	Final Rate	
	1.1	🗆 🖮 BMT.K-a	(Landing cost - loading, cost of conveyance, unloading & stacking)		0.00	0.00	
Old Work Entry List	1.2	□ - BMT.K-1	Melamine faced Single Deco PPB- 8 mm thick	sqm	590.00	590.00	
Edit Old Work		□ BMT.K-2	Melamine faced Single Deco PPB- 12 mm thick	sqm	670.00	670.00	
- Assign Work	[□ BMT.K-3	Melamine faced Single Deco PPB- 18 mm thick	sqm	776.00	776.00	
CallFile List	[□ - BMT.K-4	Melamine faced Single Deco PPB- 25 mm thick	sqm	879.00	879.00	
		- BMT.K-5	Melamine faced Single Deco PPB- 35 mm thick	sqm	1,463.00	1,463.00	
Technical Sanction	[- BMT.K-6	Melamine faced Twin Deco PPB- 8 mm thick	sqm	679.00	679.00	
🗐 – Tender Management		□ - BMT.K-7	Melamine faced Twin Deco PPB- 12 mm thick	sqm	776.00	776.00	
Contract Management		BMT.K-8	Melamine faced Twin Deco PPB-18 mm thick	sqm	898.00	898.00	
Billing Management		BMT.K-9	Melamine faced Twin Deco PPB-25 mm thick	sqm	995.00	995.00	
		BMT.K-10	Melamine faced Twin Deco PPB-35 mm thick	sqm	1,869.00	1,869.00	
		BMT.K-11	Natural Colour-Insulating Board - 12 mm thick	sqm	220.00	220.00	
		BMT.K-12	Natural Colour-Insulating Board - 18 mm thick	sqm	325.00	325.00	
		BMT.K-13	Natural Colour-Insulating Board - 25 mm thick	sqm	414.00	414.00	
		□ BMT.K-14	White Insulating Board - 12 mm thick	sqm	268.00	268.00	
		- BMT.K-15	White Insulating Board - 18 mm thick	sqm	383.00	383.00	
		- BMT.K-16	White Insulating Board - 25 mm thick	sqm	341.00	341.00	
		BMT.K-17	Medium Fibre Board: Interior Grade - 6 mm thick	sqm	359.00	359.00	

Step 1) Select the SOR, from dropdown list.

Step 2) Select the Chapter from drop down list and click on search button. All items with concern chapters are shown.

Step 3) Click on check box in front of the items, those wants to add in estimate.

Step 4) Click on OK button to add in estimate.

b) Adding NON SOR item in estimate.

(i) Not secure 45.114.246.65:808	0/main.aspx					
AP PMS (Govt. Of Andhra Pradesh)			Andhra Pradesh Project Monitoring System			Powered By SoftTec
Welcome Laxmi Narayana D Municip	al Assistant Engin	neer - Vijayawada Corporat	tion			Home HelpDesk Logo
Assistant Engineer 🖓	Detail Estimate	Rough Estimate				
Assistant Engineer	-		Save as template	Delete	Save	Import MM Back
EPM Work List Administrative Approval New Work	Generate	Please save the items afte Before finalizing the estimation		Long Description	Short Description	Select SOR Item Select Non SOR Item Select From Template
	Enter keywords	to search for				Add Description
	Number	Code	Item Description	Quantity	Rate	Add Item
- Old Work Entry		C BMT.A	BRICKS & BUILDING BLOCKS (Ex-quarry price - including	loading excludi	ng cost of conveya	Import Item From Excel
Work Progress	1	DITLA				
	□ 1 □ 1.1	BMT.A-a	ORDINARY CLAY BRICKS		10	

Step 1) Select the Add Item option, from dropdown list. New window will be open for add item.

Step 2) Select the unit group and unit master from drop down list.

Step 3) Enter the rate for the item.

Step 4) Click on Save button to save the item.

🚍 Add/Edit Item		
Add/Edit Item	Language : English 🖕 Save	e Rate Analysis Close
* Item Code * Item Number	: : Unique No.	: 0
* Unit Group	: Weight 👻 * Unit Master	: KG 👻
* Description	: Item for SS Metal 6.0	
* Short Description	(upto 8000 characters only) : Item for SS Metal 6.0	
	(upto 100 characters only)	
Page No	: 0	
Specification Code	: Specification Page N	o. :
Rate	: 125.00 RA Rate	: 0
Measurment Template	: Default Template 🔻	
Lead Type	CSR T	

Step 13) After adding items cost estimate page shown as below.

	And the second sec							
① Not secure 45.114.246.65:808	0/main.aspx							
AP PMS (Govt. Of Andhra Pradesh)			Andhra Pradesh Project Monitoring System				Powered By	y SoftTe
Welcome Laxmi Narayana D Municip	pal Assistant Engine	eer - Vijayawada Corporat	tion			н	ome HelpDes	k Loge
- • Assistant Engineer 🛛 🖓								
Assistant Engineer	-		Save as template	Delete	Save	Import M	1M Bi	ack
System Configuration	Estimate of Wo	ork : Boad v	vork from Vijayawada to Guntur National Highway 2018					
EPM		and the second second	fork from tijdydriada to odinar frationar frightidy 2020					
Work List	Generate I			Long Description	Short Descrip	tion Add	d Reo	rder
- Work List	Note :	Please save the items afte		Long Description	Short Descrip	tion Add	d Reo	rder
Administrative Approval	Note :	Please save the items afte Before finalizing the estim	r adding new items ate please Generate Item No.	Long Description	Short Descrip	tion Add	d Reo	rder
	Note :	Please save the items afte Before finalizing the estim e Items		Long Description	Short Descrip			
- Administrative Approval	Note : List of Estimate	Please save the items afte Before finalizing the estim e Items o search for		Long Description	Short Descrip	tion Add	d Reo Mark Find	Clear
Administrative Approval New Work Old Work Entry	Note :	Please save the items afte Before finalizing the estim e Items		Long Description Quantity	Short Descrip Rate			Clear
- Administrative Approval New Work Old Work Entry Work Progress	Note : List of Estimate	Please save the items afte Before finalizing the estim e Items o search for	ate please Generate Item No.	Quantity	Rate	Filter Unit	Mark Find Total	Clear
Administrative Approval New Work Old Work Entry	Note : List of Estimate	Please save the items afte Before finalizing the estim e Items o search for Code	ate please Generate Item No. Item Description	Quantity	Rate	Filter Unit	Mark Find Total	Clear
Administrative Approval New Work Old Work Entry Work Progress Old Work Entry List Technical Sanction	Note : List of Estimate	Please save the items afte Before finalizing the estim e Items o search for Code Code	ate please Generate Item No. Item Description BRICKS & BUILDING BLOCKS (Ex-quarry price - including	Quantity	Rate	Filter Unit	Mark Find Total	Clear
Administrative Approval New Work Old Work Entry Work Progress Old Work Entry List Technical Sanction	Note : List of Estimate Enter keywords to Number 1 1 1.1	Please save the items afte Before finalizing the estim e Items o search for Code Code BMT.A 	ate please Generate Item No. Item Description BRICK5 & BUILING BLOCKS (Ex-quarry price - including ORDINARY CLAY BRICKS Common burnt clay bricks of class as per Table-1	Quantity loading excludir	Rate g cost of conv	Filter Unit veyance, unlo	Mark Find Total Dadin	Clear
Administrative Approval New Work Old Work Entry Work Progress Old Work Entry List Technical Sanction	Note : List of Estimate Enter keywords to Number 1 1.1 1.2	Please save the items afte Before finalizing the estim e items o search for Code De BMT.A BMT.A-a BMT.A-1	Item Description BRICKS & BUILDING BLOCKS (Ex-quarry price - including ORDINARY CLAY BRICKS Common burnt clay bricks of class as per Table-1 of IS:1077-1992 Non-Modular or tradition	Quantity Ioading excludin 0.00	Rate g cost of conv 4,672.00	Filter Unit veyance, unlo 1000 nos	Mark Find Total badin 0.0	Clear

Add the quantity for the item.

a) Direct quantity addition.

Step 14) Click on quantity to add the direct quantity in AS, item.

Step 15) Click on Save to save the quantity.

3 45.114.246.65:8080/main.aspx - Goog	le Chrome							
① Not secure 45.114.246.65:808	0/main.aspx							
AP PMS (Govt. Of Andhra Pradesh)			Andhra Pradesh Project Monitoring System				Powered	By SoftTe
Nelcome Laxmi Narayana D Municip	al Assistant Engine	eer - Vijayawada Corpora	tion			н	ome HelpD	esk Log
• Assistant Engineer 🛛 🕮								
Assistant Engineer	1		Save as template	Delete	Save	Import M	1M	Back
EPM	Generate	Item No		O Land Description	Charle Dannie	Ade	H R	eorder
- Work List Administrative Approval	Generate I	Please save the items afte Before finalizing the estim		Long Description	Short Descrip	tion Add	d R	eorder
Work List	Note :	Please save the items afte Before finalizing the estim e Items	er adding new items	Long Description	Short Descrip	tion Add	d R Mark Finc	
Work List Administrative Approval New Work Old Work Entry	Note :	Please save the items afte Before finalizing the estim e Items	er adding new items	 Long Description Quantity 	 Short Descrip Rate 			
- Work List	Note : List of Estimate	Please save the items afte Before finalizing the estim e Items o search for	r adding new iteme ate please Generate Item No.	Quantity	Rate	Filter Unit	Mark Find Total	d Clear
Work List Administrative Approval New Work Old Work Entry Work Progress	Note : List of Estimate Enter keywords to Number 1	Please save the items afte Before finalizing the estim e Items a search for Code Code	r adding new Yems alte plesse Generate Item No. Item Description BRICKS & BUILDING BLOCKS (Ex-quarry price - including	Quantity	Rate	Filter Unit	Mark Find Total Dadin	i Clear

b) Measurement for the item.

Step 16) Click on blue mesh, in last of the item row, option list is shown.

Not secure 45.114.246.65:808 P PMS (Govt. Of Andhra Pradesh)			Andnra Pradesh Project Monitoring System				Powered By SoftT
Velcome Laxmi Narayana D Munici	pal Assistant Engine	eer - Vijayawada Corporat	tion			Но	me HelpDesk Lo
• Assistant Engineer 🛛	c						
Assistant Engineer			Save as template	Delete	Save	Import MM	M Back
System Configuration	Estimate of Wo	ork : Road v	vork from Vijayawada to Guntur National Highway 2018				
EPM	Generate I	NUM IN CONTRACTOR		Long Description	Chart Deserie	Add	Reorder
Work List		Please save the items after	r adding new items	Cong Description	- Shore Descrip		
Administrative Approval	Sector Sector	Before finalizing the estimation	ate please Generate Item No.				
New Work	List of Estimate	e Items					
Old Work Entry	Enter keywords to	o search for				Filter	Mark Find Clear
Work Progress	Number	Code	Item Description	Quantity	Rate	Unit	Total
Old Work Entry List	□ 1	P BMT.A	BRICKS & BUILDING BLOCKS (Ex-quarry price - including	loading excludi	ng cost of con-	veyance, unloa	
	1.1	- BMT.A-a	ORDINARY CLAY BRICKS				
a second a second second second				100.00	4,672.00	1000 nos	4,67,200.00
Technical Sanction	1.2	BMT.A-1	Common burnt clay bricks of class as per Table-1				
a second a second second second	□ 1.2 □ 2	- BMT.A-1	of IS:1077-1992 Non-Modular or tradition Item for SS Metal 6.0	0.00	125.00	ve	0.00_
Technical Sanction			of IS:1077-1992 Non-Modular or tradition	0.00	125.00		n nn 🕅
Technical Sanction Tender Management			of IS:1077-1992 Non-Modular or tradition	0.00	125.00		hild Description
Technical Sanction Tender Management Approved TS			of IS:1077-1992 Non-Modular or tradition	0.00	125.00	Add Cl Add Ite	hild Description em
Technical Sanction Tender Management Approved TS DNIIT			of IS:1077-1992 Non-Modular or tradition	0.00	125.00	Add Cl Add Ite Edit Ite	hild Description em em
Technical Sanction Tender Management Approved TS DNIIT Contract Management			of IS:1077-1992 Non-Modular or tradition	0.00	125.00	Add Cl Add Ite Edit Ite Delete	hild Description em m Item
Technical Sanction Tender Management Approved TS DNIT Contract Management BFIM			of IS:1077-1992 Non-Modular or tradition	0.00	125.00	Add Cl Add Ite Edit Ite Rate A	hild Description em m Item nalysis
Technical Sanction Tender Management Approved TS DNIIT Contract Management Billing Management			of IS:1077-1992 Non-Modular or tradition	0.00	125.00	Add Cl Add Ite Edit Ite Rate A	hild Description em m Item

Step 17) Select the option measurment, measurment window will be opened.

Step 18) Clik on add button to add the multiple row for the measrments.

tem Description	1.1	Item for SS Metal 6.0		
tem Code	1.1	10		
tem Unit		кg	Default Group Group Measurement : KG	۲
			Unit	
Add	Delete	References	Save Close	е
efault Group				
Sr. No.		Description	No Length Width Depth Sub Tot	al
1			0.	000
	Default Group	Total		
	0.000	0.000		
oup Quantity antity		0.000		

Step 19) Enter the description for measurment row,add the nos,add the Length/Width and Depth. Click on save to save the measurments.

								l	
.aspx									_
stant Engineer - Vijayawad	la Corpora	46.65:8080 says: ent saved successfully!!	×				н	Powered ome HelpD	
Measurement Sheet	_		ОК		5				_
Item Description		for SS Metal 6.0							
Item Code Item Unit	: 10 : KG		Default Group Grou Unit	ip Measure	ment : K	G		-	•
Add	Delete Re	ferences				S	ave	Close	
Default Group		Description		No	Length	Width	Depth	Sub Total	
1 Item Descrip	ation	Description		1.000	3,600	2.250	1.450	11.745	
ſ	efault Group	Total							
	Default Group	Total 11.745							
Group Quantity Quantity	Default Group 11.745 11.745	Total 11.745 11.745							

Step 20) Close the window to see the measured quantity against the item.

Step 21) Items which done the measurments are shown in cyan color. Click on back to estimate page.

and the second sec	ogle Chrome							
) Not secure 45.114.246.65:80)80/main.aspx							_
P PMS (Govt. Of Andhra Pradesh)			Anonra Pradesn Project Monitoring System				Powered By	SoftTe
elcome Laxmi Narayana D Munic	ipal Assistant Engine	eer - Vijayawada Corpora	tion			Ho	me HelpDesk	Logo
Assistant Engineer	ф							
Assistant Engineer			Save as template	Delete	Save	Import MN	A Ba	ck
Work List		Please save the items after Before finalizing the estimation		Long Description (Short Descrip 	otion Add	Reord	
New Work						Filter	Mark Find	Clear
New Work	Enter keywords t	to search for						Clear
Old Work Entry	Enter keywords to Number	to search for Code	Item Description	Quantity	Rate	Unit	Total	
Old Work Entry Work Progress	Number		Item Description BRICKS & BUILDING BLOCKS (Ex-quarry price - including	. ,				
Old Work Entry Work Progress Old Work Entry List	Number 1 1.1	Code		loading excluding	g cost of conv		din	
Old Work Entry Work Progress	Number	Code 中 BMT.A	BRICKS & BUILDING BLOCKS (Ex-quarry price - including	. ,				

Adding Overheads to the estimate.

Step 22) Click on overhead yellow button to add the overheads.

45.114.246.65:8080/main.aspx - Goog	e Chrome	
) Not secure 45.114.246.65:808 PMS (Govt. Of Andhra Pradesh)	Andnra Pradesh Project Monitoring System	Powered By Soft
	al Assistant Engineer - Vijayawada Corporation Add New Work / Work Details	Work List
Assistant Engineer	Reference No. : WIN/16082/17-18 "Year: 2017-2018 Name : Road work from Vijayawada to Guntur National Highway 2018	· · · · · · · · · · · · · · · · · · ·
EPM Work List Administrative Approval New Work	Tvpe : -CC Roads • Nature: Capital Works GEO Code : :	
···· Old Work Entry ···· Work Progress		ad Calculation Resource Rate
Old Work Entry List	ter keywords to search for Sr.No. Description 1.Road work from Vljayawada to Guntur National Highway 2018	Filter Mark Find Clean Type Active Version CC Roads 2,35,100.00
Approved TS DNIIT		Basic Cost 2,35,100.00
Contract Management Billing Management		Overhead Cost 0.00 Total Cost 2,35,100.00
BFM		Say 2,35,100.00

Step 23) Click on Add row to Overhead row.

🖃 Work Overheads						×
					Save C	lose
Add Row Delete OH Master OI	H			Basic Cos	it (Rs) : 235100.0	10
Over Head		L/P	Value	BasedOn	BasedOn Parameter	Amount
provision for QC @0.65 %	-	Percent 👻	2	Basic Cost 🔹	•	4,702.00
provision towards GST @ 5.00 %	-	Percent 🔹	6	Commulative 🔻	•	14,388.12
				Basic Cost Commulative		
				Custom		
					-	
						-

- a) Click on overhead row, list of overheads are shown select the overhead.
- b) Click on L/P column in row , option Percentage / Lumsum is shown, select the option.
- c) In value column, enter the value.
- d) Based on : Drop down list shown, select the basic cost/Cummulative/Custom option.
- e) Multiple overheads can add, by adding the rows.
- f) Click on Save to save the overhead details. Click on close.

Step 24) Prepared Cost estimate is shown below.

	Andhra Pra	desh Project Monitorin	g System				Powe	red By Soft
Assistant Engineer - Vijayaw	ada Corporation					Home	e Hel	pDesk Lo
Add New Work / Work Detai							\\	Nork List
Reference No.	: WIN/16082/17-18			* Year:	2017-2018			
Name	Road work from Vijaya	awada to Guntur National H	Highway 2018					
Туре	: CC Roads	•	•]	* Nature:	Capital Works			
GEO Code	:							
General Location Detai	s Sub Work Cost Estima	ate						
Estimate Summary	Reference Measurement	Reorder Sub Estimate	Sub Estimate	Make Revision	Reports L	ead Calculation	Resou	rce Rate
inter keywords to search for						Filter	Mark	Find C
Sr.No.		Description				Туре		ctive Versio
	ork from Vijayawada to Gunt					Type CC Roads		ctive Versio 2,35,100
	ork from Vijayawada to Gunt					CC Roads		
	ork from Vijayawada to Gunt					CC Roads Bas provision	A sic Cost	2,35,100
	ork from Vijayawada to Gunt					CC Roads Bas provision provision towar	A sic Cost for QC 0.65 %	2,35,100
	ork from Vijayawada to Gunt					CC Roads Bas provision provision towar	A sic Cost for QC 0.65 % ds GST	2,35,100. 2,35,100. 4,702.

Step 25) Click on reports button for various estimate reports.

Adding Note sheet comments.

Step 26) Click on general tab, docket. There is option for Note sheet (external), click on arrow symbol.

	neral Location Detail	ls	Sub Work Cost Estimat	te			
Bu	udget Provision						
Bu	idgetary Details	-					
W	ork Owner Details						
In	itiated Office	-	Vijayawada Corporation				•
In	itiated By	:	VijMAE06 - MAE - Vijayawada	Corp - 6 - Laxmi Narayana			•
Re	emarks	:					1
Do	ockets		Select Revision :	Rev No. 0 - Rs. 254200 -		ByPass Send Forward	Attachment
	ockets		Select Revision :	Rev No. 0 - Rs. 254200		ByPass Send Forward	Attachment
	Adminstrative Approv	/al	Select Revision :	Rev No. U - Ks. 254200	L	ByPass Send Forward	Attachment
		val	Select Revision :	Rev INO. U - KS. 2542UU •	L	byPass Send Forward	
	Adminstrative Approv		Select Revision :	Rev No. 0 - RS. 234200		by Pass Send Forward	**
	Adminstrative Approv Notesheet (Internal) Notesheet (External) Docket Sheet		Select Revision :	Kev No. 0 - KS. 234200		byPass Send Forward	>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>
	Adminstrative Approv Notesheet (Internal) Notesheet (External)		Select Revision :	Rev No. 0 - KS. 254200		byPass Send Forward	>> >> >>
	Adminstrative Approv Notesheet (Internal) Notesheet (External) Docket Sheet Cost Estimate Cover Page		Select Revision :	κεν Νο. υ − κs. 234200 ¥		byrass Send Forward	>> >> >> >> >> >>
	Adminstrative Approv Notesheet (Internal) Notesheet (External) Docket Sheet Cost Estimate		Select Revision :	K€V NG. U - KS. 234200 ♥		byrass Send Forward	44 44 44 44

Step 27) Add the comments in notesheet and click on save button, to save. Click on Close button.

×	Powered
45.114.246.65:8080 says: Engineer - Vijayawada Corpora	Home HelpD
v Work / Work Details	Save Wo
ОК	
External NoteSheet	8
Name of the work : Road work from Vijayawada to Guntur National Highway Hide Note To Lower Designation 2018	Save Close
AP PMS (Govt. Of Andhra Pradesh)	^
External NoteSheet	
Work Name: Road work from Vijayawada to Guntur National Highway 2018	
Estimate Cost : 2.54.200.00	
Estimate Cost : 2,54,200.00	
Add Your Comments Here :	· · · ·
	× & % # # # # # # #
A + O + "Times New + 16px + Normal + Zoom +	
Check and Approved Estimate.	
1	_
	• •
External NoteSheet	8
Name of the work 🔹 Road work from Vijayawada to Guntur National Highway 📄 Hide Note To Lower Designation	Save Close
2018	
Work Name: Road work from Vijayawada to Guntur National Highway 2018	
	(**)
Estimate Cost : 2,54,200.00	
	+
Check and Approved Estimate.	
	Narayana D
Para No. : 1 Municipal Assiste Vijayawada	Corporation
	· · · · · · · · · · · · · · · · · · ·
Add Your Comments Here :	
	◇ 汝 律 律 任 田 🖾 📩
A * Or * Font Name * Real * Paragraph St * Zoom *	
Check and Approved Estimate.	

Send forward:

Step 28) From general tab, there is option for "Send forward", for sending the proposal to next higher Authority.

Step 29) Click on Send forward button, window will be opened. Next reporting officer will be show in send to, as per workflow configure in the system.

Step 30) Enter the reference no, add the short comments and click on Send button.

Send Forward		×
Name Of Work	: Road work from Vijayawada to Guntur National Highway 2018	
Send To	Narayana Murthy K-Deputy Executive Engineer M - Vijayawada Corporation	•
Reference No	: 100 Dated: 21/02/2018	
Flow Remarks	①・ダ・ヨ・ピビ ジ・ペート 当 二 合 計 二 作 ジ・ヨ 正 B 工 型 abs 副 書 書 書 書 書 書 書 書 書 書 書 書 書 書 書 書 書 書	•
	Send Close	

Step 31) As per proposal movements, system will create the workflow automatically.

Work Flow Details	
Send By	Laxmi Narayana D-Municipal Assistant Pending With : Narayana Murthy K-Deputy Executive Engineer - Vijayawada Corporation
Send On	21/Feb/2018
Amount	Rs 2,54,200.00
Reference No.	100
Action	Send Forward
Remarks	Send forward to Dy Exe Engi.

AS approval

4. Technical Sanction

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Preparing Technical Sanction – Detailed Estimate

- To Prepare a Technical Sanction, system provides below options to the user
 - Prepare a new cost estimate from scratch using the same steps as for AS -> Cost estimate prepartion.
 - Directly import the sanctioned AS cost estimate in to the TS.
 - Importing the items from an already created Template in estimate.

Step 1) Go to Technical Sanction left menu -> technical sanction, work list is opened.

PMS (Govt. Of Andhra Pradesh)			Andhra	Pradesh Project Monitoring	g System			Powered By SoftTee
lcome Laxmi Narayana D Municip	al Assista	int Engineer - V	/ijayawada Corporation				н	ome H <mark>elpDesk Logo</mark>
Assistant Engineer 4	Work	List Filter On						
Assistant Engineer	Refere	ence No. :			Name :			Starts With
EPM					Status :	All		•
Work List	Year	:	2017-2018	*	Type :	All	• G	et Works
Technical Sanction	Pendi	ng With Me	Pending With Others	Approved My TS				
Tender Management	⊙ cas	se sensitive 🛛	individual cells 🗹 Enter	keywords to search for		Fi	lter Mark	Find Clear Help
Contract Management	Sr. No.		Reference No.	Nam	e	TS Amount (Rs.)	Туре	Owner
Billing Management	1	WIN/16068/1	7-18	Work for Urban greening AP 2	018	2,51,200.0	0 Parks	MAE - Vijayawada Corp - 6-Laxmi Narayana D
BFM Asset Management	2	WIN/16082/1	7-18	Road work from Vijayawada t Highway 2018	o Guntur National	0.0	0 CC Roads	MAE - Vijayawada Corp - 6-Laxmi Narayana D
Legal	14	1/1	1					
	a							

Step 2) Click on work, details of technical sanction is opened.

45.114.246.65:8080/main.aspx								_
PMS (Govt. Of Andhra Pradesh)		Andhra Pradesh	Project Monito	ring Sy	/stem		Powered By Sol	ftTec
elcome Laxmi Narayana D Municip	al Assistant Engineer - Vij	ayawada Corporation					Home HelpDesk	Logo
Assistant Engineer 🌐	Technical Sanction						Back	
Assistant Engineer	- Work Details Reference No.	: WIN/16082/17-18		N	rear	: 2017-2018		
EPM	Name	[:] Road work from Vijayaw	ada to Guntur Na	tional H	ighway 2	2018		1
Technical Sanction	Туре	: CC Roads		¥ I	Nature	: Capital Works	,	•
Technical Sanction Tender Management Contract Management	A & F Details Status Ref No. & Date	: Approved : MA&UD/AS/Vijayawada Corp/1	8 / Date:21/02/2018		Approved E Estimated A		oner - Vijayawada Corporation	
Billing Management	Technical Sanction Det	ails						
BFM	Estimate Prepared	: Rs. 0.00		E	Estimate S	anctioned : Rs. 0.00		
Asset Management	TS Revised TS							
- Dashboard	Sub Works						Delete	
Dashboard		Name	WorkType	(1	ated Cost Rs.)	Owner	Pending With / Approved By	
	Road work from Highway 2018	1 Vijayawada to Guntur National	CC Roads	0		Municipal Assistant Engineer - Vijayawada Corporation	Pending With Laxmi Narayana D- VijM3972	-
	08							

Step 3) click on the Mesh symbol to proceed.

- Below screen will be displayed with the various details along with the list of dockets required for Technical Sanction. Detailed Estimate is one of the dockets for TS for which the user has to prepare the Detailed Estimate.
- Click on the "Detail Estimate" tab.

) 45.114.246.65:8080/main.aspx 2 PMS (Govt. Or Andhra Pradesh)	<u>)</u>	Anonra F	radesn Project Monitorin	ig System		PC	owered By Soft I
elcome Laxmi Narayana D Munici	pal Assistant Engineer - Vija	yawada Corporation				Home I	HelpDesk Lo
Assistant Engineer	1 Technical Sanction					Save	Back
Assistant Engineer	Work Details						
System Configuration	Name	: Road work from	n Vijayawada to Guntur Natio	nal Highway 2018			
 Work List Technical Sanction 	Status Ref No. & Date	: Approved : MA&UD/AS/Vijayaw	ada Corp/18 / Date:21/02/2018	Approved By Estimated Amount	: J. Nivas-Commis : Rs. 2,56,300.00	sioner - Vijayawada Co	rporation
Technical Sanction	Technical Sanction Detai	ls					
Tender Management	Estimate Prepared	: Rs. 0.00		Estimate Sanctioned	: Rs. 0.00		
Contract Management	Sub Work Details						
 Billing Management BFM 	" Code	: MA&UD/TS/OFF/SN		* Туре	- CC Roads		
Asset Management	* Name	Road work from Vi	ayawada to Guntur National Highwa	y 2018			
🛨 Legal	General Detail Estin	mate					
💼 Dashboard	General Section						
	Dockets	Select Revision :	Rev No. 0 - Rs. 0	 Send Forv 	ward Assign	Internal Review	Attachment
	1 Notesheet (Inter	nal)					H
	2 Notesheet (Exter	nal)					**
	3 Detail Estimate						H
	4 Technical Report						H
	5 Additional CC						H
	6 Technical Sanctio	on Order					**

a) Import AA

Step 4) Click on the "Import AA" button to import the items from the Approved AS. Step 5) As you can see the Basic cost is 0 before we've imported the AS estimate.

										s sco
	unicipal Assistant Engine	er - Vijayawada Corporation						Home	HelpDesk	(Lo
Technical Sanction									Back	
Name	: Road work fro	om Vijayawada to Guntur	r National Highw	ay 2018						,
Status	: Approved			Approved By	:	J. Nivas-Commissioner	- Vijayawada Co	orporation		
Ref No. & Date	: MA&UD/AS/Vijay	awada Corp/18 / Date:21/02/2	2018	Estimated Amount	3	Rs. 2,56,300.00				
Technical Sanction Details	5									
Estimate Prepared	: Rs. 0.00			Estimate Sanctioned	3	Rs. 0.00				
Sub Work Details										
Code	MA&UD/TS/OFF/	SN/FY/****		Type		- CC Boads				•
Code	 Kanada and a second seco		Highway 2018	* Type	3	- CC Roads				•
Code Name	 Kanada and a second seco	SN/FY/***** Vijayawada to Guntur National	Highway 2018	* Туре	3	- CC Roads				•
Code	Road work from		Highway 2018] = Туре	:	- CC Roads				•
General Detail Estima	Road work from		Highway 2018 Sub Estimate		: Reports	- CC Roads	Resource Rate	te	Import AA	•
General Detail Estimate	Road work from '	Vijayawada to Guntur National						te Filter Mar	1	• //
Code Name General Detail Estimate Estimate Refe Summary Refe Inter keywords to search for Sr.No.	Road work from ate	Vijayawada to Guntur National	Sub Estimate Description					Filter Mar Type	1	rsion
Code Name General Detail Estimate Estimate Refe Summary Refe Inter keywords to search for Sr.No.	Road work from ate	Vijayawada to Guntur National	Sub Estimate Description				F	Filter Mar Type	rk Find	rsion
Code Name General Detail Estimate Estimate Refe Summary Refe Iter keywords to search for Sr.No.	Road work from ate	Vijayawada to Guntur National	Sub Estimate Description					Filter Mar Type	rk Find Active Ve	rsion 0.00
Code Name General Detail Estimate Estimate Refe Summary Refe Inter keywords to search for Sr.No.	Road work from ate	Vijayawada to Guntur National	Sub Estimate Description					Filter Mar Type s Basic Co	rk Find Active Ve	

Step 6) Click, on import AA button, pop up window will be opened, follow the below steps to Import the items into the Technical Sanction

- Select Work Name.
- Select Revision.
- Select the Cost Estimate.
- Click on Import Button.

Copy AA Sub Estimates		×
Copy AA Sub Estimates		Import
Select Work Name :	Road work from Vijayawada to Guntur National Highway 2018	-
Select Revision :	Rev No. 0 - Rs 0	-
Replace existing Sub Estimate	a If Already added	
	Description	Amount
Road work from Vijayawa	da to Guntur National Highway 2018	2,36,975.0
1		-

Step 7) The items will get imported and you can see the change in the "Basic cost", add the overheads with same steps as we are adding in AS cost estimate.

			100000		ect monitoring Syst						444
ne Laxmi Narayana D Mu Technical Sanction	unicipal	Assistant Engine	er - Vijayawada Corporat	ion	_		_	Но	me H	elpDesk Back	
Work Details										Duon	
Name	1	Road work fr	om Vijayawada to Gu	ntur National Highw	ay 2018						
Status Ref No. & Date Technical Sanction Details	:	Approved MA&UD/AS/Vijay	/awada Corp/18 / Date:21/	02/2018	Approved By Estimated Amount	:	J. Nivas-Commissioner Rs. 2,56,300.00	- Vijayawada Corporati	ion		
Estimate Prepared	:	Rs. 0.00			Estimate Sanctioned	13	Rs. 0.00				
Sub Work Details											
Code Name	:	MA&UD/TS/OFF/ Road work from	/SN/FY/***** Vijayawada to Guntur Nati		* Туре	94	- CC Roads				•
General Detail Estima Estimate Refe	887 N	Measurement	Reorder Sub Estima	te Sub Estimate	Make Revision Rep	oorts	Lead Calculation	Resource Rate	Imp	oort AA	
	erence I	Measurement	Reorder Sub Estima	te Sub Estimate	Make Revision Rep	ports	Lead Calculation	Resource Rate Filter	Imp Mark		Clear
Estimate Summary Refe Summary Iter keywords to search for Sr.No.	erence I			Description	Make Revision Rep	ports	Lead Calculation	Filter Type	Mark	Find ctive Versi	ion
Estimate Summary Refe Summary Iter keywords to search for Sr.No.	erence I		Reorder Sub Estima	Description	Make Revision Rep	oorts	Lead Calculation	Filter	Mark	Find	ion
Estimate Summary Refe Summary Iter keywords to search for Sr.No.	erence I			Description	Make Revision Rep	ports	Lead Calculation	Filter Type CC Roads	Mark A	Find ctive Versi	ion 5.00
Estimate Summary Refe Summary Iter keywords to search for Sr.No.	erence I			Description	Make Revision Rep	oorts	Lead Calculation	Filter Type CC Roads	Mark A	Find ctive Versi 2,36,975 2,36,975	ion 5.00

Step 8) Clcik on general tab, add the notesheet comments.

Step 9) Click on send forward to send the TS to the next Higher Authority.

	al Assistant Engineer - Vijayawada Corporation	Home HelpDesk
echnical Sanction		Save Back
Vork Details		_
Send Forward Name Of Work	: Road work from Vijayawada to Guntur National Highway 2018	6
Send To	Narayana Murthy K-Deputy Executive Engineer M - Vijayawada Corporation	•
Reference No	: 101 Dated: 21/02/2018	
Taking the date to have by the	. 101 Dates. 21/02/2010	
Flow Remarks	Ω • ダ • ■ • ヹヹ [™] • • • ↓ ↓ ↓ ♣ ₩ □ ¶• 및 • ∃ ●	
		+ Zoom +
	Ts send forward to Dy EE	
Technical Sanction Order		

Step 10) Repeat the above process until the TS going to Approval Authority, work flow will be created automatically in the system.

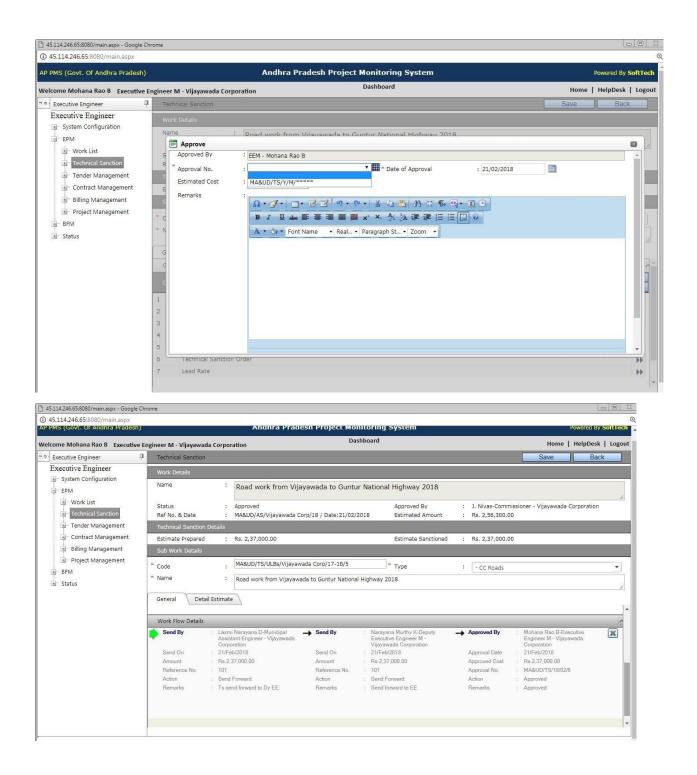
relcome Laxmi Narayana D Municipal Assistant Engineer - Vijayawada Corporation Home HelpDe									45.114.246.65:8080
Technical Sanction Save Be Work Details Name : Road work from Vijayawada to Guntur National Highway 2018 Status : Approved Approved By : 3. Nivas-Commissioner - Vijayawada Corporation Ref No. & Date : MA&UD/AS/Vijayawada Corp/18 / Date:21/02/2018 Estimated Amount : Rs. 2,56,300.00 Technical Sanction Details : Status : S. 2,37,000.00 Estimate Sanctioned : Rs. 0.00 Sub Work Details : : Rs. 2,37,000.00 Estimate Sanctioned : Rs. 0.00 Sub Work Details : : : : : : : Code : MA&UD/TS/ULBs/Vijayawada Corp/17-18/5 * Type : - CC Roads Name : Road work from Vijayawada to Guntur National Highway 2018 : : - CC Roads Work Flow Details : : Narayana Murthy K-Deputy: Executive Engineer M - Vijayawada Corporation Send By : : : Narayana Murthy K-Deputy: Executive Engineer M - Vijayawada Corporation Send On :<	Powered By Soft		ing system	esn Project M	Anonra Prac	.aspx			
Work Details Work Details Name : Red work from Vijayawada to Guntur National Highway 2018 Status : Status : Approved Approved By : Name : MA&UD/AS/Vijayawada Corp/18 / Date:21/02/2018 Estimated Amount : Ref No. & Date : MA&UD/AS/Vijayawada Corp/18 / Date:21/02/2018 Estimate Prepared : Rs. 2,37,000.00 Estimate Sanctioned Sub Work Details : . . * Code : MA&UD/TS/ULBs/Vijayawada Corp/17-18/5 * Type * Code : Ma&UD/TS/ULBs/Vijayawada Corp/17-18/5 * Type : - CC Roads * Name : Road work from Vijayawada Corp/17-18/5 * Type : - CC Roads Work Flow Details : Road work from Vijayawada Corporation * Pending With : Narayana Murthy K-Deputy: Executive Engineer Send By : Laxmi Narayana D-Municipal Assistant * Pending With : Narayana Murthy K-Deputy: Executive Engineer Mount	Home HelpDesk Lo	Hor			awada Corporation	Assistant Engineer - Vijaya	Municipal A	larayana D M	lcome Laxmi Na
Name : Road work from Vijayawada to Guntur National Highway 2018 Status : Approved Approved Ref No. & Date : Approved Estimate Amount : Rs. 2,56,300.00 Technical Sanction Details Estimate Prepared : Rs. 0,00 Estimate Sanctioned : Rs. 0.00 Sub Work Details : : MA&UD/TS/ULBS/Vijayawada Corp/17-18/5 * Type : -CC Roads * Code : MA&UD/TS/ULBS/Vijayawada Corp/17-18/5 * Type : -CC Roads * Name : Road work from Vijayawada to Guntur National Highway 2018 : -CC Roads General Detail Estimate : * Yarayana Duffuncipal Assistant Engineer - Vijayawada Corporation . Send By : : Laxmi Naroyana Duffuncipal Assistant Engineer - Vijayawada Corporation . * Madu On : 21/Feb2018 Monut : ? ? . . . Amount : ? ? . . <th>Save Back</th> <th>Save</th> <th></th> <th></th> <th></th> <th></th> <th></th> <th>Sanction</th> <th>Technical S</th>	Save Back	Save						Sanction	Technical S
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Engineer - Vijayawada Corporation M - Vijayawada Corporation Send On 2 21/Fe/J2018 Amount : Rs.2.37,000.00					b Danding left	D.M. Start	,	Details	Work Flow
Action : Send Forward Remarks : Ts send forward to Dy EE			Executive Engineer		→ Pending With	ayawada Corporation 10	Engineer - Vija 21/Feb/2018 Rs.2,37,000.0 101 Send Forward	En : 21/ : Rs = No. : 10 : Se	Send On Amount Reference Action

Step 11) Approval of TS : Approve button shown in Approval Autghority console.

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P PMS (Govt. Of Andhra Pradesh)		Andhra Pradesh Project Monitorir	ng System			Powered By SoftTe
elcome Mohana Rao B Executive Er	ngineer M - Vijayawada Corp	oration Dashboard			Home	HelpDesk Log
• Executive Engineer 🏻 🖓	Technical Sanction				Save	Back
Executive Engineer	Work Details					
System Configuration FPM Work List Technical Sanction	Name	Road work from Vijayawada to Guntur Natio	nal Highway 2018			
		: Approved : MA&UD/AS/Vijayawada Corp/18 / Date:21/02/2018	Approved By Estimated Amount	: J. Nivas-Commis : Rs. 2,56,300.00	sioner - Vijayawada (Corporation
Tender Management	Technical Sanction Details					
🛨 Contract Management	Estimate Prepared	: Rs. 2,37,000.00	Estimate Sanctioned	: Rs. 0.00		
Billing Management	Sub Work Details					
 Project Management BFM Status 	* Code * Name General Detail Estim.	MA&UD/TS/ULBs/Vijayawada Corp/17-18/5 Road work from Vijayawada to Guntur National Highwa	* Туре у 2018	: CC Roads		
	General Section					
	Dockets	Select Revision : Rev No. 0 - Rs. 237000	Concurrer	nce Approve	Assign	Send Back Attachment
	1 Notesheet (Interna	al)				**
	2 Notesheet (Externa	al)				**
	3 Detail Estimate					**
	4 Technical Report					**
	5 Additional CC					**
	6 Technical Sanction	Order				44
	7 Lead Rate					44

Step 12) Click on Approve button.

Step 13) Add the short comments and click to approve button to approve the TS.



5. Tender document Creation

Tender Document preparation

We will now proceed for the procurement of works through the Tender Process. Tender Process includes Creation of Draft Tender Papers and Notice Inviting Tenders.

Step 1) Create Tender document

Creation of Draft Tender Papers involves capturing of various information required to create the Tender Document.

Follow the below steps to create the Draft Tender Papers. Path: Login ->Tender Management -> Approved TS

Step 2) Select the work for Tender creations

- There are 2 tabs as displayed below and contains the work name of the tab i.e. Works Approved Tender Not Started" and "Works Approved Tender Started".
- Select a work from "Works Approved Tender Not Started"

AP PMS (Govt. Of Andhra Pradesh)	And	lhra Prades	h Project Mon	itoring System			Ро	wered By Soft
Velcome Laxmi Narayana D Municip	al Assistant Engineer - Vijayawada Corpora	tion				Но	ome H	lelpDesk Lo
• Assistant Engineer 🛛	Code :		Name :					Starts With
Assistant Engineer	Year : All	•	Type :	All	Status: ALL		•	Get Work
System Configuration	Works Approved Tender Not Started	Works Approve	d Tender Started					
Work List	Enter keywords to search for					Filter	Mark	Find Cle
	Work Number			Work Name				istrative Sand
Technical Sanction	WIN/16080/17-18	Test	work HC					1901800
Tender Management	WIN/16082/17-18	Road	d work from Vijayav	vada to Guntur National Highwa	iy 2018			256300
in - Billing Management ■ - BFM								

Step 3) Select the work from list and Click Add button and select the menu Add DTP. Step 4) Enter the DTP no, work category and click on Save.

Assistant Engineer	P Draft Tender Details			Sav	/e Back
Assistant Engineer	Work Name :	Road work from Vijayawada to Guntur Nati	onal Highway 2018		
System Configuration	* Draft Tender Papers Name	Road work from Vijayawada to Guntur Nati	onal Highway 2018		
EPM	Draft Tender Papers Number	01			
Technical Sanction	Tender Type :	🖲 Open Tender 🔘 Limited Tender	Server a server as server as		
🖃 - Tender Management	Work Category :	Select	Estimated Cost of Technical Sanction (Rs)	237,000.00	
Approved TS	Payment Mode :	Civil			
DNIIT	WorkProcessType :	Electrical Supply of Manpower	Contract Calling Type	: Select 🔹	
- Contract Management	General Information Standard	Supply of Other Items	Forms Opening Authority	y Technical Evaluation Criteria	Fee And Deposits
Billing Management	DTP Approval Select Bidders	Other			

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③ Not secure 45.114.246.65:8080	/main.aspx					
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Welcome Laxmi Narayana D Muni	cipal Assistant Engineer - Vijayawada Co	DTP Saved Successfully.			н	lome HelpDesk Logout
n o Assistant Engineer	P Draft Tender Details		ОК		Save	Back 🖆
Assistant Engineer	* Draft Tender Papers Name : Draft Tender Papers Number : Tender Type : Work Category : Payment Mode :	Road work from Vijayawada to Guntu [01] © Open Tender © Limited Tender [Civil Online • Rormal • [Clauses V Tender Document(s)	In National Highway 2018 Estimated Cost of Sanction (Re) Contract Calling T	ype : Sel	237,000.00 lect Technical Evaluation Criteria	Fee And Deposits
Billing Management	DTP Approval Select Bidders					

Step 5) Details of tender details is shown as below.

P PMS (Govt. Of Andhra Pradesh)		Andhra Pradesh Project Monitoring System	Powere	d By SoftT
lcome Laxmi Narayana D Municip	al Assistant Engineer - Vijayawada (poration	Home Help[Desk Lo
Assistant Engineer Assistant Engineer System Configuration EPM Work List Technical Sanction Tender Management DNIIT Contract Management BFM Asset Management Legal	Eligibility * Concerned Office Place Of Tender Opening		Fee And De	ave
Dashboard				
	Last date and time for reciept of application for purchasing tender : papers Replies Closure & Start	3:07 PM C Last date of queries to raise Last date and time for sale of tender papers to eligible :	_	0 0
	Submission · · Last date and time for reciept of tenders in sealed cover · · ·	contractors only	3:07 PM	Ø
	Pre-Bid meeting date and time : Instructions :	Validity of offer from the date of	5	

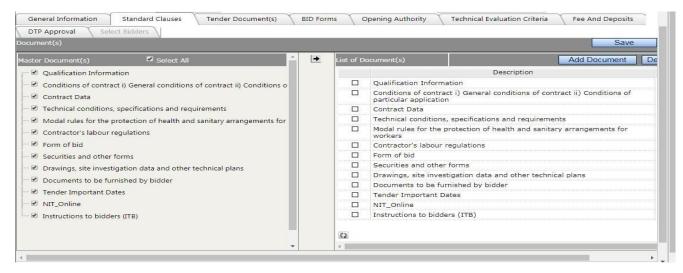
Step 6) Add general Details :

- a) Add the registrtion class of the contratcor from dropdown list
- b) Enter the time for completion for the Tender excution.
- c) Enter the eligibility criteria for the contractor
- d) Click on Save the to save the general details.

Step 7) Add the Standard Clauses in tender :

a) Click on Standard clauses tab, the screen is divided into 2 sections, the Master Documents and the List of documents for the work.

- b) First time the list of documents for the work would be empty since you have not yet selected any document from the Masters.
- c) Select the documents from the Master Documents to be added into the Tender and click on the → Arrow.
- d) Click on Save to save the documents.



e) Selected documents from Standard Clauses are shown in tender Document(s) Tab.

DTP Approval Select Bidders	
ocument(s)	Gene
st of Document(s)	Edit Work Document
Qualification Information	
Conditions of contract i) General conditions of contract ii)	B I U abe m 書 書 圖 ■ ★ ★ 外 法 律 律 任 日 😡 🕢
- Contract Data	A • 🕉 • Font Name • Real • Paragraph St • Zoom •
 Technical conditions, specifications and requirements 	
— Modal rules for the protection of health and sanitary arrar	QUALIFICATION INFORMATION
 Modal rules for the protection of health and sanitary arrar Contractor's labour regulations. 	
	 QUALIFICATION INFORMATION Qualification document as detailed below, complete in all respects, should be submitted scanned copies as per the stipulations of Clause 4.2 of ITB.
Contractor's labour regulations	 Qualification document as detailed below, complete in all respects, should be submitted scanned copies as per the stipulations of Clause 4.2 of ITB.
- Contractor's labour regulations - Form of bid	 Qualification document as detailed below, complete in all respects, should be submitted scanned copies as per the stipulations of Clause 4.2 of ITB. Pre-qualification document contains 11 numbers of forms as follows1.
 Contractor's labour regulations Form of bid Securities and other forms Drawings, site investigation data and other technical plans 	 Qualification document as detailed below, complete in all respects, should be submitted scanned copies as per the stipulations of Clause 4.2 of ITB. Pre-qualification document contains 11 numbers of forms as follows1. 1. FORMAT (1-1) GENERAL INFORMATION
 Contractor's labour regulations Form of bid Securities and other forms Drawings, site investigation data and other technical plans Documents to be furnished by bidder 	 Qualification document as detailed below, complete in all respects, should be submitted scanned copies as per the stipulations of Clause 4.2 of ITB. Pre-qualification document contains 11 numbers of forms as follows1. 1. FORMAT (1-1) GENERAL INFORMATION 2. FORMAT (1-2) NATURE OF FIRM (STR & ORG)
Contractor's labour regulations Form of bid Securities and other forms Drawings, site investigation data and other technical plans Documents to be furnished by bidder Tender Important Dates	 Qualification document as detailed below, complete in all respects, should be submitted scanned copies as per the stipulations of Clause 4.2 of ITB. Pre-qualification document contains 11 numbers of forms as follows1. 1. FORMAT (1-1) GENERAL INFORMATION 2. FORMAT (1-2) NATURE OF FIRM (STR & ORG) 3. FORMAT (2-1): AVERAGE ANNUAL TURNOVER
 Contractor's labour regulations Form of bid Securities and other forms Drawings, site investigation data and other technical plans Documents to be furnished by bidder 	 Qualification document as detailed below, complete in all respects, should be submitted scanned copies as per the stipulations of Clause 4.2 of ITB. Pre-qualification document contains 11 numbers of forms as follows1. 1. FORMAT (1-1) GENERAL INFORMATION 2. FORMAT (1-2) NATURE OF FIRM (STR & ORG) 3. FORMAT (2-1): AVERAGE ANNUAL TURNOVER 4. FORMAT (2-2): DETAILS OF CONTRACTS OF SIMILAR NATURE
Contractor's labour regulations Form of bid Securities and other forms Drawings, site investigation data and other technical plans Documents to be furnished by bidder Tender Important Dates	 Qualification document as detailed below, complete in all respects, should be submitted scanned copies as per the stipulations of Clause 4.2 of ITB. Pre-qualification document contains 11 numbers of forms as follows1. FORMAT (1-1) GENERAL INFORMATION FORMAT (1-2) NATURE OF FIRM (STR & ORG) FORMAT (2-1): AVERAGE ANNUAL TURNOVER FORMAT (2-2): DETAILS OF CONTRACTS OF SIMILAR NATURANT AND COMPLEXITY
Contractor's labour regulations Form of bid Securities and other forms Drawings, site investigation data and other technical plans Documents to be furnished by bidder Tender Important Dates NIT_Online	 Qualification document as detailed below, complete in all respects, should be submitted scanned copies as per the stipulations of Clause 4.2 of ITB. Pre-qualification document contains 11 numbers of forms as follows1. 1. FORMAT (1-1) GENERAL INFORMATION 2. FORMAT (1-2) NATURE OF FIRM (STR & ORG) 3. FORMAT (2-1): AVERAGE ANNUAL TURNOVER 4. FORMAT (2-2): DETAILS OF CONTRACTS OF SIMILAR NATURE

Step 8) Add Schedule B in the Tender.

	. [-	S. 1978 34	100:000				
General Information	Standard Clauses	Tender Document(s)	BID Forms	Opening Authority	Technical Evaluat	tion Criteria	a \ F	ee And [Deposits
DTP Approval Se	ect Bidders								
Schedule B									
st Of Schedule B Items			Save	Add	Delete	Updat	te Tende	er Paran	neters
Note : 1 Please click	on Undate Tender Paran	peters button if any chang	es are made in ar	w of the BOO added els	e the changes will no	t be reflect	ted furth	or	_
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- a) Click on Add Button to add BOQ.
- b) On click of Add button you will be displayed estimates created for that work in TS.
- c) If you want to merge similar items from both estimates to prepare 1 BOQ, select "Merge Similar Items".
- d) Click on Right Arrow -> to add the estimate in tender.

15 (Govt. Of Andhra Pradesh)	And	hra Pradesh Projec	t Monitoring S	System		Powered By Soft
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- e) Select the Tender Type like ItemRate/Percentage rate /EPC from drop down list and click on Save.
- f) System will show you pop up message for updating tender parameters. Click on OK and Update button.

	Andhra P	radesh	Project M	onitoring	System				Power	ed By S
ant Engineer - Vijayawada Corporation								Home	Help	Desk
							Sav	e	Ba	ack
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Schedule B							Sav	/e	CI	ose
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ssistant Engineer - Vijayawada Corporatio	You have modified the DTP amount. T	his will effect on certain tender				Home	HelpDesk
t Tender Details	parameters. Do you want to update tender param	eters as per DTP amount?			5	Save	Back
ork Name : Ro raft Tender Papers Name : Ro	Click on Cancel to preserve the tende						
aft Tender Papers Name : 01		OK Cancel					
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ork Category : C	ivil	 Estimated Cost of Tech Sanction (Rs) 	nical :		237,000.00		
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Seneral Information Standard Clauses	Tender Document(s) BID Fo	orms Opening Authority	Technical Evaluatio	on Criteria	Fee And De	posits	DTP Approval
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	ormFee in Rs. sionDelay in Rs./day the Clear In clicking Update button user can updat P amount. Andhra Prade - Vijayawada Corporation : Road work from Vijayawad Name ; Road work from Vijayawad	esh Project Monitoring Sys	0.00 0.00 Class 7 ch	1,000.00 200.00	ation. Mark Find Clear ated Cost(Rs) - Rs 237000 III Dowered By S Home HelpDesk
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114.246.65:8080/main.aspx S (Govt. of Andhra Pradesh) ne Laxmi Narayana D Municipal Assistant Engineer sistant Engineer System Configuration EPM Work List Work List Tender Management Part Tender Papers N Tender Type Contract Management	Vijayawada Corporation Road work from Vijayawad Name : Road work from Vijayawad	ida to Guntur National Highway 2018	stem	_	Powered By S Home HelpDesk
AS (Govt. Of Andhra Pradesh) me Laxmi Narayana D Municipal Assistant Engineer Assistant Engineer System Configuration EPM Work List Technical Sanction Tender Management Contract Management Contract Management Municipal Assistant Engineer Work Name Draft Tender Details Work Name Draft Tender Papers N Tender Type Work Category Payment Mode WorkProcessType General Information	Vijayawada Corporation Road work from Vijayawad Name : Road work from Vijayawad	ida to Guntur National Highway 2018	stem	_	Home HelpDesk
EPM Vork List Technical Sanction Tender Management Approved TS ONIT Contract Management Contract Management					
Contract Management Contract Management Contract Management Contract Management Contract Management					
Technical Sanction Technical Sanction Approved TS DNUT Contract Management General Information	ID POD DE LA CONTRACTION DE LA CONTRACT	Source Control of Control			
Approved TS DNIIT Contract Management Contract Management Payment Mode WorkProcessType General Information	: Open Tender Limit		Cost of Technical :	237,00	20.00
WorkProcessType General Information	: Civil	Sanction (F	Rs)	237,00	0.00
General Information	: Online	Contract C	Calling Type :		T
the Contract Management			~	Select	And Deposits DTP Approval
	Standard Clauses Trender Document	bib roms Opening A	Authonity Technical Eva	indation criteria Pee	And Deposits V DTP Approval
is bling wanagement					
BFM Schedule B List Of Schedule B Item	ne		Save Add	Delete	Update Tender Parameters
Asset monogenient	13		Save Add	Delete	Opdate Tender Parameters
	lick on Update Tender Parameters button, if any Schedule B Revision and saved then please Gene	changes are made in any of the BOQ a erate Tender Document before approve	added, else the changes will e DTP, else the changes will	I not be reflected further.	Specification.
Dashboard 2. If Change in S Enter keywords		190			Filter Mark Find Clear
		Schedule B Name			Estimated Cost(Rs)
	ijayawada to Guntur National Highway 2018			Re	v No. 0 - Rs 237000 🔻 🛄
0					

Step 9) Adding Fees and Deposits details

- a) System will be shownTender form fees
- b) Enter the Processing fees
- c) Select the EMD percentage
- d) Select the Security Deposits heads and enter the value for initial and final recovery percentage.

45.114.246.65:8080/main.aspx					
PMS (Govt. Of Andhra Pradesh)		Andhra Pradesh Project Monito	oring System	Powered By	SoftT
come Laxmi Narayana D Municipa	al Assistant Engineer - Vijayawada Corporation			Home HelpDesk	Log
Assistant Engineer 🛛 🕮	Tender Type : Ope	in Tender 🔍 Limited Tender			
Assistant Engineer	Work Category : Civil	×	Estimated Cost of Technical : Sanction (Rs)	237,000.00	
System Configuration	Payment Mode : Online				
EPM	WorkProcessType : Norma	L V	Contract Calling Type : Select	•	
🐨 Work List	General Information Standard Clauses	Tender Document(s) BID Forms	Opening Authority Technical Evaluation C	riteria Fee And Deposits DTP Approval	
Technical Sanction	Select Bidders				
Tender Management					
Approved TS	Fees and related details			Save	
DNIIT	Price per copy of other tender document	: 1,000.00			
🐨 Contract Management					-
🖮 🖷 Billing Management	In favour of	:	Payable at	:	2
BFM		:			_
Asset Management					
d Legal	Prescribed printed form and price per copy	1	Processing Fees	: 0.00	
🖥 🗝 Dashboard	Depositing of asphalt fees	: Required V			
	Payment Terms and Conditions				
	Note : IF calculated EMD Amount is less than min	nimum value of EMD then EMD Amout is set	to the minimum value of EMD that is defined in t	he application configuration.	
	Estimated Cost	: 237,000.00	EMD Required	: 💌	
	Earnest Money Deposit (in % of Estimated cost)	: 1.00	PEarnest Money Deposit (Amount in Rs.)	: 2,3	70.00
	In favour of				
	In favour of	:	Payable at	:	
	Compensation for Delay(Rs. Per Day)	: 200.00	Maximum Compensation Delay (in %)	:	10.00
		Refundable By DD/BG			
	Instructions (Refundable By DD/BG)		Interim Value		
	Takanak Baka of Makillandian	- 0.00	Reaction and Realition for a discourse for any	2.	0.00

P PMS (Govt. Of Andhra Pradesh)	4	Andhra Pradesh Project Monitoring System Powered By Sof									
elcome Laxmi Narayana D Municip	al Assistant Engineer - Vijayawada Corporation					Home HelpD	esk Log				
◎ Assistant Engineer 🛛	Tender Type : Ope	n Tender 🔘 Limited Tender									
Assistant Engineer	Work Category : Civil	•	Estimated Cost of Technic Sanction (Rs)	cal :	237,000.00						
System Configuration	Payment Mode : Online	•	Sancton (Ka)								
EPM	WorkProcessType : Normal		Contract Calling Type	: Select	•						
Work List	General Information Standard Clauses	Tender Document(s) BID Forms	Opening Authority	Technical Evaluation Criter	a Fee And Depos	its DTP Appro	val				
Technical Sanction	Select Bidders			and a second			-				
Tender Management	V Select biodicis										
Approved TS	Payment Terms and Conditions										
DNIIT	Note : IF calculated EMD Amount is less than min	imum value of EMD then EMD Amout is set	to the minimum value of E	MD that is defined in the a	pplication configuration.						
E Contract Management	Estimated Cost	: 237,000.00	EMD Required		: 🕑						
Billing Management	Earnest Money Deposit (in % of Estimated cost)	: 1.00	P Earnest Money Deposit (Amount in Rs.)				2.370.00				
+ BFM	Editional Providy Deposit (in 16 of Estimated cost)		Larnest Honey Deposi	arriest Money Deposit (Amount in Ks.) :			2,570.00				
+ Asset Management	In favour of	:	Payable at		:						
* Legal	Compensation for Delay(Rs. Per Day)	: 200.00	Maximum Compensati	Delay (in N/)			10.00				
± Dashboard	compensation for belay(rs. per bay)		a Maximum compensau	un Delay (in 76)	· [10.00				
	Instructions (Refundable By DD/BG)	Refundable By DD/BG	Interim Value		:						
		: 0.00			_						
	Interest Rate of Mobilization	: 0.00	Maximum Mobilization	Advance (in %)	s		0.00				
	Defect Liability Period	•									
	Enter keywords to search for				Filter	Mark Find	Clear				
	Descript		Mode	Percentage	Initial Percent	Through RA					
	Earnest Money Deposit Retention Money Deposit		Percentage	0.00	0.0		0.00				
	Further Security Deposit		Percentage Percentage	0.00	0.0		0.00				
	Additional Security Deposit		Percentage	0.00	0.0		0.00				
	Performance Security Deposit	Ŧ	Percentage	0.00	0.0	0	0.00				
	0										
	4						•				

P PMS (Govt. Of Andhra Pradesh)	Andhra Pradesh Project Monitoring System Powered By Soft											
/elcome Laxmi Narayana D Municij	pal Assistant Engineer - Vijayawada Corporation											
 Assistant Engineer 	Tender Type : Ope	n Tender 🔍 Limited Tender										
Assistant Engineer	Work Category : Civil		۲	Estimated Cost of Techni Sanction (Rs)	cal :	237,000.00						
System Configuration	Payment Mode : Online	•		Sanction (RS)								
EPM	WorkProcessType : Normal			Contract Calling Type	: Select	•						
Work List	General Information Standard Clauses	Tender Document(s) BID For	me Y	Opening Authority	Technical Evaluation Criteri	~	s DTP Approva					
Technical Sanction		Tender Document(s)	115 \	opening Autionty	rechinear evaluation enten	a ree And Deposit						
Tender Management	Select Bidders											
- Approved TS	Payment Terms and Conditions											
DNIIT	Note : IF calculated EMD Amount is less than min	imum value of EMD then EMD Amou	it is set	to the minimum value of F	MD that is defined in the ar	oplication configuration		_				
+ Contract Management	Estimated Cost		000.00	EMD Required		: 🗹						
	Earnest Money Deposit (in % of Estimated cost)	:	1.00	Barnest Money Depos	t (Amount in Rs.)	:	2,	370.00				
	In favour of	:		Payable at								
🗄 - Asset Management			11									
± Legal	Compensation for Delay(Rs. Per Day)	*	200.00	Maximum Compensat	on Delay (in %)	:		10.00				
🗄 🗉 Dashboard	Instructions (Refundable By DD/BG)	Refundable By DD/BG		Interim Value								
	Instructions (renandable by bb/bb)		1	Interim Volue		•		-				
	Interest Rate of Mobilization	2	0.00	Maximum Mobilization	Advance (in %)	3		0.00				
	Defect Liability Period											
	Enter keywords to search for					Filter	Mark Find (lear				
	Descript	ion		Mode	Percentage	Initial Percent	Through RA B					
	Earnest Money Deposit		-	Percentage	0.00	0.00		0.00				
	Retention Money Deposit		•	Percentage	0.00		Through RA Bill	0.00				
	Further Security Deposit			Percentage	12.00	6.40		5.60				
	Additional Security Deposit Performance Security Deposit			Percentage	11.00	5.40		5.60				
				Percentage	10.00	4.4		5.60				
	0											

Step 10) By pass the Tender.

As system will be integrated with AP E-tendering system, once the Tender is prepared it will be automatically goes to e-proceument system, till time department user need to bypass the tender.

Step 11) Click on By Pass button from general tab.

P PMS (Govt. Of Andhra Pradesh	1	Andhra Pradesh Project Monitoring System	Powered By SoftT
	cipal Assistant Engineer - Vijayawada Co 👎 Draft Tender Details	proration	Home HelpDesk Log
Assistant Engineer System Configuration FEM Growtk List Technical Sanction Tender Management Approved TS FM Asset Management Eulling Management Euling Mana	Work Name Draft Tender Papers Name Draft Tender Papers Number Tender Type Work Category Payment Mode WorkProcesType	Road work from Vijayawada to Guntur National Highway 2018 Road work from Vijayawada to Guntur National Highway 2018 Oli Open Tender Climited Tender Covil Covil Cost of Technical : 22 Online Online Normal Contract Calling Type : Select	37,000.00
	General Information Standard Select Bidders		Fee And Deposits DTP Approval
🗐 🗉 Legal	List of Items in which Tender Clauses is	s changed.	r
🗐 🗉 Legal	Q List of Items in which Tender Clauses is Dockets	s changed.	t ByPass Send Forward
🗄 🛛 Legal	List of Items in which Tender Clauses is	s changed.	200
🗄 🛛 Legal	List of Items in which Tender Clauses is Dockets	s changed.	ByPass Send Forward
🗄 🛛 Legal	List of Items in which Tender Clauses is Dockets 1 Tender Documents	s changed.	ByPass Send Forward
🗐 🗉 Legal	List of Rems in which Tender Clauses is Dockets 1 Tender Documents 2 Item Specifications	s changed.	ByPass Send Forward

Step 12) Enter the resolution no, add the short comments and click on bypass button.

P PMS (Govt. Of Andhra Pradesh)	Andhra Pradesh Project Monitoring System	Powered By SoftTe
lcome Laxmi Narayana D Munici	Home HelpDesk Log	
	Draft Tender Details	Save Back
Assistant Engineer System Configuration PM Configuration Configuration Configuration Contract Management Stilling Management Stilling Management Legal Dashboard	Work Name : Road work from Vijayawada to Guntur National Highway 2018 Draft Tender Pape Bypass Draft Tender Pape Name Of Work : Road work from Vijayawada to Guntur National Highway 2018 Tender Type Work Category * Date of Bypass : II245 Powret Mode WorkProcessType Gereral Informat * One of Work : II245 Solect Biddens : O * Ø * II** Ø * Ø * A & A & A & A & A & B & II** Ø * Ø * Ø * Ø * Ø * Ø * Ø * Ø * Ø	

6. Letter Of Acceptance (LOA)

Step 1) Click on Contract Management -> Letter Of Acceptance

Path: Contract Management-> Letter Acceptance.

- 1. Click on name of work
- 2. LOA details will be opened.

③ Not secure 45.114.246.65:80	80/main.aspx							
AP PMS (Govt. Of Andhra Pradesh)		Andhra Pradesh Project Monitoring System	Powered By SoftTecl					
Welcome Laxmi Narayana D Munic	ipal Assistant Engineer - Vij	ayawada Corporation Hon	ne HelpDesk Logou					
Assistant Engineer	List of Tenders For Award							
Assistant Engineer	Filter On							
System Configuration EPM	Code : [Name : Starts With	Vorks					
Work List	• Enter keywords to s	earch for Filter	Mark Find Clear					
Technical Sanction	Tender Number	Tender Number Title						
- Tender Management	211	work flow test work	(Rs) 398700.0					
- Approved TS		work flow demo as to billing	0.0					
DNIIT	DTP-P39	Test work for Patch 39	152200.0					
Generation Contract Management		test work feb 20 vij	0.0					
- Letter of Acceptance	for a constant and a	feb 20	0.0					
	125	DEMO	0.0					
Work Order	324	Test work for Patch 41	201200.0 119900.0					
Work Assignment								
🛓 Billing Management	01	Road work from Vijayawada to Guntur National Highway 2018	237000.0					
BFM	1/1 W V	Page Size 15 💌						

Step 2) Click on Add Contractor buttton to add the finalised contractor.Contractor master page will be shown.

P PMS (Govt. Of Andhra Pradesh)			Andhra Pra	adesh Project Mo	nitorina Svs	tem			Powered By SoftTe
-	al Assistant Engineer - Vija	yawada Corpora			into nig oyo				HelpDesk Logo
Assistant Engineer 🕮	Work Details					Acceptance Lette	r Save	Add Contractor	Delete Contractor
Assistant Engineer	Name of the Project Name of the Work Estimated Cost		rom Vijayawada to Gu	intur National Highway 2 intur National Highway 2 Tender Criteria			Tender Type	: PercentRate	
the Work List	DTP Dates								
Technical Sanction	Tender Opening Date	:	0				NIT Number	:	
🖃 – Tender Management	Awarded Contractor Detai								
Approved TS	Earnest Money Deposit	: Rs 2,370.00							
		me	Submission Date			EMD Details		EMI	D Exemption

Step 3) Select the finalised contractor , from the list, click on check box and click on OK button.

Link of	Contractor F	iller .	D -				Add	Ok	Cancel
		nter	5h				Add		Cancer
Firm N	lame	-	ALL					-	
Registe Catego	er Office ory	5	Minister 🔻	Register Office :	ALL				
Catego	ory	:	All	Work Type :	All		 Specializatio 	n : All	
	ge Annual ver (In Lacs)	:		Solvency Amount : (In Lacs)	0.00		Work Amoun Lacs)	t (In : 0.00	
PAN		+		VAT :			Service Tax	No :	
Empan	neled	:	From Month / Year January	y • 2018 • T	o Month /	Year December	2018 •		Search
Select	Contractor(s) fro	m list and press OK						
ABC	DEFGHI	зкι	MNOPQRSTUVWXYZ	All					
			N	ame			Ca	tegory	Specialization
	A. Niranjan	Redo	ly				Class I Civ - Cla	ass I Civil	
	A.ADIYYA N	AIDU	J				Class I Civ - Cla	ass I Civil	
	A.Krishna ki	shor	B				Class I Civ - Cla	ass I Civil	
	A.R.CONSTR	RUCT	ION				Class I Civ - Cla	ass I Civil	Civil
	ABI ENGINE	ERIN	IG CONTRACTORS				Class I Civ - Cla	ass I Civil	
	ali bhai pvt						Class I Civ - Cla	ass I Civil	Civil
	ALLURI.SUR	YAN	ARAYANA RAJU				Class I Civ - Cla	ss I Civil	
		truct					Class I Civ - Cla	ass I Civil	Civil

Step 4) Add the EMD details , BID details like quoted percentage/rate as per tender type Item rate/EPC/percentage type.

Step 5) Automatically estimate and quoted amount is updated.

Not secure 45.114.246.65:808	0/main acox								
PMS (Govt. Of Andhra Pradesh)	oymain.aspx	Andbra Pri	adesh Droie	ct Monitorin	a System				Powered By SoftT
	pal Assistant Engineer - Vijayawada Corp		lucan Proje	ce monitorini	g oystem			Hor	ne HelpDesk Lo
Assistant Engineer		лацоп		_	Ac	ceptance Letter	Save	Add Contractor	Delete Contracto
Assistant Engineer	Name of the Work : Road wor Estimated Cost : Rs 2,37,0	rk from Vijayawada to Gu rk from Vijayawada to Gu 000.00		ghway 2018	L1Type	2	Tender Type	: PercentRate	
Work List	DTP Dates	-							
🖭 - Technical Sanction	Tender Opening Date : 28/11/20	017 🔟 11:00 AM 🐑					NIT Number	: 1234	
🖃 🛛 Tender Management	Awarded Contractor Details								
- Approved TS	Earnest Money Deposit : Rs 2,370.	00							
Contract Management	Name	Submission Date	Payment Mo	de No.	EMI Bank Name	D Details Date	Amount	Ref. N	EMD Exemption
Work Order Work Assignment Billing Management	A. Niranjan Reddy	21/02/2018) DD		581	29/11/2017	2,370.0	10	
Asset Management	Bid Details								
Dashboard	List Of Schedule B : Road wo	ork from Vijayawada to Gu	untur National Hi	ghway 2018 (Perce	entRate Type)	•	Schedule B Estimated Co	ost : Rs 237,000.	00
	1 1 1 1 1 1 1 1 1 1 1 1		ie		Opening		Representative	SI	ubmitted
1 Dashboard	Contractor Name	Percentag							
Lar Dashooard	Contractor Name	Percentag Select 👻	0.00	Amount 2,37,000.00	Rebate (%)	Net Amount 2,37,000.00		Amount 0.	Net Amount
III" Uashboard					Rebate (%)				Net Amount
II Usinocard	A. Niranjan Reddy	Select Select Above Below AtPar	0.00 Que		Rebate (%)				Net Amount
Lar Dashoosra	□ A. Niranjan Reddy < Ω	Select Select Above Below AtPar	0.00 Que	2,37,000.00	Rebate (%)				Net Amount

Step 6) Click on Save to Save the LOA details.

15.114.246.65:8080/main.aspx - Goog	le Chrome						
③ Not secure 45.114.246.65:808	0/main.aspx						
AP PMS (Govt. Of Andhra Pradesh)			45.114.246.65:8080 says			Powere	ed By SoftTech
Welcome Laxmi Narayana D Munici	oal Assistant Engineer - \	/ijayawada Corporati	Details Saved Sucessfully.			Home HelpI	Desk Logout
~ • Assistant Engineer 🛛	Estimated Cost	: Rs 2,37,000.0		ОК	Tender Type	: PercentRate	*
Assistant Engineer	DTP Dates						
System Configuration EPM	Tender Opening Date	: 28/11/2017	II:00 AM 🖄		NIT Number	: 1234	

Step 7) Approval of LOA : Send the LOA upto approval authority.

PMS (Govt. Of Andhra Pradesh)				desn Projeci								Powered By S	
	20	nt Engineer - Vijayawada Corpora	ition								Home	HelpDesk	Log
Assistant Engineer	1	Name	Submission Date				EMD Deta	ails			EMI	D Exemption	
Assistant Engineer				Payment Mode		Bank N	ame	Date	Amount		Ref. No.	Amoun	
System Configuration		A. Niranjan Reddy	21/02/2018	DD	• 2345	SBI		29/11/2017	2,:	370.00			
EPM	(2												
Work List													
- Technical Sanction													
🚽 - Tender Management													
Approved TS	Bid Det	-11-											
DNIIT	Contractory									1 0000 DC 10			
Contract Management	List Of	Schedule B : Road work	from Vijayawada to Gun	ntur National High	way 2018 (Pe	rcentRate Type	e) 🔻	S	chedule B Estimat	ed Cost : Rs	237,000.00		
Letter of Acceptance		Contractor Name	Percentage	•		Opening	3		Representative	e	Subm	itted	
					Amount	Rebate (°	%) N	et Amount			nount	Net Amou	
···· Work Order		A. Niranjan Reddy	Above 🔻	10.55	2,37,000.	00 0	.00	2,37,000.00			2,62,003.50	2,62,	003.5
Work Assignment	<												
Billing Management	(2												
BFM													
+ Asset Management													
🗄 🗉 Legal		Contractor Nam	e	Quote	d Amount								
+ Dashboard				Road work	c from Vijaya								
		jan Reddy			2,62,003.5	0							
	3												
	Dockets							Pending	With Appre	oved	ByPass	Attachm	ent
	1	Notesheet (Internal)						-					H
	2	Acceptance Letter											
	4	Acceptance Lettel											•

Step 8) Click on Approve button to approve the LOA. Select the Concern approval authority and click on approve button.

1	Approval Flow		
		: Road work from Vijayawada to Guntur National Highway 2018	
Ш	Office	: ULBs	•
Ш	Name	* Vijayawada Corporation	•
ie -	Designation	F [Executive Engineer M	0
s	Approved By	: Executive Engineer M - Vijayawada Corporation - Mohana Rao B 🗸	•
		; [4152	3
	* Date of Approval	: 21/02/2018	
	* Old Reference No.	: 65454	
Ш	Amount	: 262,003.50	
	Remarks		
		Approve Close	
Ш			
k			

7. Work Order (WO)

Agreement:

Powered By So
Home HelpDesk
Get Works
Aggrement Status t Pending WorkOrder Pendi
Powered By SoftTech
e HelpDesk Logout
eement Save
1000

Work Order:

Prepare the WO.

Step1) Click in Contract Management -> Work order

🗅 45.114.246.65:8080/main.aspx - Google	Chrome								
(i) Not secure 45.114.246.65:8080	/main.aspx								
AP PMS (Govt. Of Andhra Pradesh)		And	hra Pradesh Proj	ject Monito	ring System			Powere	d By SoftTech
Welcome Mohana Rao B Executive En	gineer M - Vijayawada Corpora	ation		Dashbo	ard			Home Helpl	Desk Logout
- • Executive Engineer 🛛 🖓	List of Work Order Filter On								
Executive Engineer System Configuration FDM Work List Technical Sanction Tender Management	Work Order Status Post Budget Year Pending With Me Pendi	: All	VI - Vijayawada Corporat	ion •	Work Type Work Order No.	: All :		Ge	▼ t Works
Tender Management Contract Management Acceptance(General Flow) Letter of Acceptance Agreement	Sr.No. WIN Numb 1 WIN/16082/17-18	er: V	Vork Order No.	Description rom Vijayawada to Gi hway 2018	untur	NIT Number	Aggrement Stat Agreement Done WorkOrder		

Step 2) Right side list of wo shown, Work will display on pending with me Tab

Step 3) Click on work name details of WO will be shown as below.

PMS (Govt. Of Andhra Pradesh)			Andhra Pradesh Project M	onitorin	g System				Powered By S	Soft
come Mohana Rao B Executive En	gineer M - Vijavawada Corn	orati	tion	Dashboard	l.			Home HelpDesk Lo		
Executive Engineer 0	Work Order Details	oraci							Save	
Executive Engineer	Work Name Contractor <mark>N</mark> ame	:	Road work from Vijayawada to Guntur National High A. Niranjan Reddy	vay 2018						
🖃 - EPM	Work Order Details								Draft Work Orde	er
Work List	 Work Order Details Dated 	:								
🐨 Tender Management	Agreement Details					(4)	Il Amount's are in Rs)			
Contract Management Acceptance(General Flow) Letter of Acceptance Agreement Work Oxder Work Assignment Foiget Management Foiget Management SFM Status	 * Agreement Status * Agreement Number Estimated Amount Accepted Rate * Date of Commencement * Date of Completion Receivable Deposit Details 	:	Done Pending 2018/1245 2,37,000.00 Above 10.55 29/11/2017 10	(%)	 Agreement Date Accepted Date Accepted Amount Time Limit Project Plan 	: :	28/11/2017 29/11/2017 262,003.5 365 ↓ Days Not Required	Tincluding	V Monsoon	
	Mandatory Work Order Cond	lition	ins For Approval							
	4 Initial Deposit Not Reco	a. overe overe	ed For Further Security Deposit. To Enter The Depos ed For Additional Security Deposit. To Enter The De ed For Performance Security Deposit. To Enter The E	t Recovery osit Recove	ry Details Click On Mode o	of Recov	very. covery.	Assign	Attachment	

Step 4) Enter the details as below.

- Work order no. will be system generated
- Select the Work Order Date.
- Select the agreement Status.
- Enter the Agreement Number.

PMS (Govt. Of Andhra Pradesh)				A	ndhra Pra	desh Projec	t Monitorin	j System				Powered By	SoftTe
Icome Mohana Rao B Executive En	ginee	r M - Vijavawada Corpo	ratio	n			Dashboard				Ho	me HelpDesk	Log
Executive Engineer 🕮		ork Order Details	:	EENO/17-18/12	7.5e								
Executive Engineer	" Da	ated	:	29/11/2017									
∃ System Configuration	Ag	reement Details							. (6	All Amount's are in	n Ro)		
EPM	* Ag	reement Status	:	Done Pe	nding								
H Work List	* Ag	reement Number	:	2018/1245				* Agreement Da	te :	28/11/2017			
Technical Sanction	Es	timated Amount	÷	2,37,000.00			0.0	Accepted Date	6 H	29/11/2017			
Tender Management				Above		▼ 10.55	(81)			23/22/2021			
Contract Management		cepted Rate	:	Above		• 10.55	(%)	Accepted Amo	unt :	262,003.5			
 Acceptance(General Flow) Letter of Acceptance 	* Da	ate of Commencement	:	29/11/2017				Time Limit	:	365 🗘	Days 🔻 Including	 Monsoon 	
Agreement	* Da	ate of Completion		29/11/2017				Project Plan	:	Not Required	×		
Work Order		ceivable Deposit Details								(Line and see			
Work Assignment	SrNo		_	Mode	Total To B	- Deserved	Initial To Be	Descurad	Signal To De	e Recoverd	Total Recoverd Amount	Recovery Mode	
	Srive	Description		Mode	Percent	Amount	Percent	Amount	Percent	Amount	Total Recoveru Ambunt	Recovery mode	
Project Management	1	Further Security Depos	it	1	12	31,440.42	6.4	16,769.00	5.6	14,673.00	C		
H BFM	2	Additional Security Dep	osit	1	11	28,820.39	5.4	14,149.00	5.6	14,673.00	C		
ti Status	3	Performance Security Deposit		1	10	26,200.35	4.4	11,529.00	5.6	14,673.00	c	• •	
	4											•	
	(2												
	Mar	datory Work Order Condi	tion	For Approval									
			2222800				Co	ditions					
	1	Initial Deposit Not Reco	rerea	For Further Se	curity Deposit.	To Enter The D	eposit Recovery	Details Click On I	Mode of Recover	ry.			
	2	Initial Deposit Not Reco	rerea	For Additional	Security Depos	it. To Enter The	Deposit Recover	y Details Click O	n Mode of Reco	very.			
	3	Initial Deposit Not Reco	ere	For Performan	ce Security Dep	oos <mark>it</mark> . To Enter 1	The Deposit Reco	very Details Click	On Mode of Re	covery.			
	(2												

- Select the Agreement date.
- Select Date of Commencement.
- Select Date of Completion.
- Select Date of Handing Over.

Step 5) Click on "+" sign in front of Receivable Deposit Details.

I A	📰 Rece	eivable Deposit I	Details										×
R		Security Deposit	Details										<u>^</u>
оп	BOQ: To Be Re	ecover:		16769					Sav	e	Add	Delete	
on	⊙ ca			I cells 🗹 Enter keyw				Filte		Find		Help	
		Purpose	•		Amount		NO		Validity		BankN	ame	
e C		Bank Guarante	ee 🔻			16,769.00	7	368 27	/12/2018	🗓 SBI			
CE S	00												
W De	poore more												•

• Enter the Purpose of the deposit details.

- Enter the Amount, DD no. ,validity of that deposit and bank name
- Click on Save to save and close the details. Repeat the process to add the remaining deposits.

45.114.246.65:8080/main.aspx - Google	Chrome										
Not secure 45.114.246.65:8080	/main.aspx										
PMS (Govt. Of Andhra Pradesh)			,	Andhra Pra	idesh Proje	ct Monitorin	ng System				Powered By Soft
lcome Mohana Rao B Executive Er	igineer M - Vijayawada Cor	poratio	n			Dashboard	d			Но	me HelpDesk L
Executive Engineer 🛛 🖗	Work Order Details										Save
Executive Engineer	Work Name Contractor Name		Road work from A. Niranjan Red		Guntur Nationa	l Highway 2018					
EPM	Work Order Details										Draft Work Order
H- Work List	Work Order Details	1	EENO/17-18/12	10			7				
I Technical Sanction	" Dated		29/11/2017								
🛨 - Tender Management	Agreement Details							(8	W Amount's are i	n Rs)	
Contract Management Acceptance(General Flow) Letter of Acceptance Agreement Work Order Work Assignment Work Assignment Project Management BEM	Agreement Status Agreement Number Estimated Amount Accepted Rate Date of Commencement Date of Completion Receivable Deposit Detail	:	Done Pe 2018/1245 2,37,000.00 Above 29/11/2017 29/11/2017	anding	 ▼] 10.55 	(%)	 * Agreement Date * Accepted Date Accepted Amoun Time Limit Project Plan 	1	29/11/2017 262,003.5 365 \$	Days V Including	• Monsoon
± Status	SrNo Description	•	Mode	Total To F	e Recoverd	Initial To B	e Recoverd	Final To Be	Recoverd	Total Recoverd Amount	Recovery Mode
				Percent	Amount	Percent	Amount	Percent	Amount		
	1 Further Security Dep		1	12	31,440.42	6.4	16,769.00	5.6	14,673.00	16769	
	2 Additional Security D		1	11	28,820.39	5.4	14,149.00	5.6	14,673.00	14149	(TTD
	3 Performance Securit Deposit		1	10	26,200.35	4.4	11,529.00	5.6	14,673.00	11529	•
	Mandatory Work Order Cor	nditions	For Approval				Conditions				
	D					,	conditions				
.114.246.65:8080//eTendering/TenderOr	Record(s) Not Found	19/0- 1				TDL 1254301 C	the fail of	AM - J.T.	08:01-10		

Step 6) Click on save button to save the WO details.

🗅 45.114.246.65:8080/main.aspx - Google	Chrome					00
③ Not secure 45.114.246.65:8080	/main.aspx					
AP PMS (Govt. Of Andhra Pradesh)			45.114.246.65:8080 says			Powered By SoftTech
Welcome Mohana Rao B Executive En	igineer M - Vijayawada Co	orporation	Data saved successfully			Home HelpDesk Logout
- • Executive Engineer 🛛 🖓	Work Order Details			ОК		Save
Executive Engineer	Work Name Contractor <mark>N</mark> ame	: Road wor : A. Niranji				
EPM	Work Order Details					Draft Work Order
()	 Work Order Details * Dated 	: EENO/17 : 29/11/20	(10) (10) (10) (10) (10) (10) (10) (10)			
📧 – Tender Management	Agreement Details				(All Amount's are in Rs)	
Contract Management	* Agreement Status	: 🖲 Done	Pending			

Step 7) Click on Send forward to send the WO to the next authority as per workflow, upto the Approval Authority.

Step 8) Approval of the WO : Approval authority will be approve the WO.

	SrNo	Description	Mode	Total To B	le Recoverd	Initial To	Be Recoverd	Final To	Be Recoverd	Total Recoverd Amount	Recovery Mod
 Project Management 				Percent	Amount	Percent	Amount	Percent	Amount		
FM	1	Further Security Deposit	1	12	31,440.42	6.4	16,769.00	5.6	14,673.00	16769	
tatus	2	Additional Security Deposit	1	11	28,820.39	5.4	14,149.00	5.6	14,673.00	14149	
tatus	з	Performance Security Deposit	1	10	26,200.35	4.4	11,529.00	5.6	14,673.00	11529	
	4										•
	(2)										
	Man	datory Work Order Conditions I	For Approval								
							Conditions				
	Reco	rd(s) Not Found									
	C2										

8. How to Create MB

Step1 : Click on "Add MB" , right side work list is shown

OLD data entry	џ Li	st of Work Filter On												
DLD data entry EPM Work List Old Work Entry Billing Management	w	fork Code No. fork Order Status ffice Category ost	: : :	All Engineer-In-Chie ALL	ef	•	Work Type Office Work Order No.	:	All					•
- eMB - AddMb - Billing - Tender Items	Bi	udget Year ill Unique No. nding With Me sensitive_individua		1	Approved My Jobs	•		:	Get Works	Filter	Mark	Find	Clear	Help
	Sr. M	No.	Work Or	der No.			Description				Agreeme	ent Stat	tus	
	1	EENO/17-18/79			test work 1					Agreement	Done Wo	orkOrde	er Issue	d
	2	121212			Amit RAi test wor	k for BOQ Import	Item Rate 2			Agreement	Done Wo	orkOrde	er Issue	d
	3	12121			Amit RAi test wor	k for BOQ Import	Percentage Rate			Agreement	Done Wo	orkOrde	er Issue	d
	4	4545			Percet Rate work	test				Agreement	Done Wo	orkOrde	er Issue	d
	5	2323			TEST WROk 2 29	122017				Agreement	Done Wo	orkOrde	er Issue	d
	6	33			Construction of w	ork at Guntur				Agreement	Done Wo	orkOrde	er Issue	d
	7	12345678			Test Entry const	uction of Shoppin	ng Complex			Agreement	Done Wo	orkOrde	er Issue	d
	8	0002			AP PMS Test wor	k @ 1:09Pm 5 Jar	n 2018			Agreement	Done Wo	orkOrde	er Issue	d

Step 2: Click on work, Add Record entry Page is open. Click on Add RE button

W	ork Details							
N	lork Name	: Const	truction of work at G	intur				۲
м	B Entries Details				Add Record Entry Ref	ference Measi	urement	Delete
۲	case sensitive 🗆 in	dividual cells 🗆	Enter keywords to s	earch for		Filter M	lark Find	Clear Help
	RE No	RE Date	Book No.	Page No.	Created By.			RE Items
Rec	ord(s) Not Found							
(٢								

Step 3: Select Record entry date, Measurement from and Measurement to date by click on calendar button. Click on Save to Save record entry.

Work Details							
Work Name	: Construction of work a	t Guntur					÷
MB Entries Details				Add Record Entry	Reference Me	asurement	Delete
⊙ case sensitive □ indiv	ridual cells 🛛 Enter keywords				Filter	Mark Find	Clear Help
RE No	RE Date Book No.	Page No.		Created By.			RE Items
Record(s) Not Found							
(2)							
	🚍 Add/Update Record Entr	y					
	Record Entry Details				Save	^	
	* Record Entry No. :	2	* Record Entry Date :	01/01/2018			
	* Measurement From Date :	01/01/2018	* Measurement To Date :	01/01/2018			
	MB No. :	121				-	

Step 4: After save Record Entry shown as below. Click on Mesh, right side of the RE entry

	Work Details								
	Work Name	: Cons	struction of work at 0	Guntur					±
	MB Entries Details				Add Record Entry Reference	Neasureme	ent	Delet	te
۲	case sensitive 🗆 in	ndividual cells 🗆	Enter keywords to	search for	Filt	r Mark	Find	Clear	Help
	RE No	RE Date	Book No.	Page No.	Created By.			1	RF Items
	2	01/Jan/2018	121	0-0	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy				

Step 5: After Click on Mesh, Estimate Page is opened. Click on Select Item.

							Save	B	ack
Work Na	ne : Construction of work at Guntur								±
Item Mea	surment Details								
Tender	Extra			C	Long Des	cription 🖲 Sh	ort Descrip	otion Sele	ct Items
O case se	nsitive 🔲 individual cells 🗆 Enter keywords to search for					Filter	Mark	Find Clea	r Help
Sr.No.	Item Description	Tender	Quantity	Rate	Unit	Total	Meas	urement Boo	k
		Quantity				1	Book No.	Page N	lo.

Step 6: BOQ item list is shown, select the item for measurements by click on Check box in front of item. Click on Select to add in estimate.

Tend	er Items	S		Select	Close
BOQ	Items	\		C Long Description	n Short Description
	SrNo	Code	Item Description	Quantity	Unit Rate
1		1	🛱 Earth Work		
1.1	L	1-1	🔅 SubGroup Earth Work1		
1.1	1.1	1-1-1	- Earth Work Item A -In DTP	2150	sqm 120.25
□ 1.1	1.2	1-1-2	Earth Work Item B - In DTP	2150	sqm 245.45
1.2	2	1-2	🗁 SubGroup Earth Work 2		
□ 1.2	2.1	1-2-1	Earth Work C - In DTP	2150	cum 345.35
1.2	2.2	1-2-2	Earth Work D - In DTP	2150	cum 384.38
□ 2		2	TEST ITEM a	2150	sqm 120.25
□ <u>3</u>		3	- TEST ITEM B	2150	sqm 120.25
4		4	- TEST ITEM C	2150	sqm 120.25
5		5	L TEST ITEM D	2150	sqm 120.25

Step 7: Item list is shown. Click on mesh button, option list is shown, select measurement to add the measurement for that item.

Work Na	ame : TEST WROk 2 29122017									E
Item Me	asurment Details									
Tender	Extra			0	Long De	scription () Sl	hort Descr	ription	Select	tems
I case s	ensitive individual cells Enter keywords to search for					Filter	Mark	Find	Clear	Help
Sr.No.	Item Description	Tender	Quantity	Rate	Unit	Total	Mea	sureme	nt Book	
		Quantity					Book No.		Page No.	
2	TEST ITEM a	2,150.00	0.00	120.25	sqm	0.00			0	6
	TEST ITEM B	2,150.00	450.00	120.25	sqm	54,112.50			0	9
3	- TEST ITEM C	2,150.00	155.32	120.25	sqm	18,677.23			0	a
	TEST TIEF C		0.00	120.25	sam	0.00			0	0
3 4 5	TEST ITEM D	2,150.00	0.00	120.25	oduu	0.00				
4		2,150.00	0.00	120.25	oqm	0.00		Meas	urements	

Step 8 : Enter the final measurement qty for concern item. Enter in Say quantity.

📰 Measurement Sheet	t									\times
Item Description	: TEST	ITEM D								
Item Code	: 5									
Item Unit	: sqm				Group Group ment Unit	:	sqm			•
Add	Delete	References	tandard Measu	rement			S	ave	Close	
Default Group	Descripti	on	No	Length	Width	Depth	Sub Total	Last Verified By	Verified	
			0.000				0.000	2,		
08										
	Default Group	Total								
Group Quantity	0.000	0.000								
Quantity	0.000	0.000								
	otal quantity click on L ement in unit other tha plank spaces and char	n Item unit.		ta.		Update Qu Say Quantity		00.00		

Step 9 : Click on Save and close. It will show in Item List.

Record I	Entry Details						Save		Back
Work Na	ame : TEST WROk 2 29122017								
Item Me	asurment Details								
Tender	Extra				C Long	Description	Short Des	cription Sel	ect Items
 case s 	ensitive 🗆 individual cells 🗆 Enter keywords to search for					Filter	Mark	Find Clear	Help
Sr.No.	Item Description	Tender	Quantity	Rate	Unit	Total	Meas	urement Book	
		Quantity					Book No.	Page No	
	TEST ITEM a	2,150.00	0.00	120.25	sqm	0.00		0	9
	TEST ITEM B	2,150.00	450.00	120.25	sqm	54,112.50		0	9 9 9
)		2,150.00	155.32	120.25	sqm	18,677.23		0	0
3 4	TEST ITEM C	2,130.00							

Step 10: Repeat the process for remaining item and New Record entry.

9. How to create Abstract

Step 1: Click on E-MB menu from left menu list. Right side all works are shown. Click on work.

OLD data entry	Д Lis	t of Work Filter On												
DLD data entry EM Willing Management Edding	Wo Of Po Bu Bil	dget Year I Unique No.	1 ; 1	All Engineer-In-Chi ALL All With Others	Approved	d My Jobs	* * *	Work Type Office Work Order No.	: ; ;	All ALL Get Works				•
	case sensitive individual cells. Enter keywords to search for									Filter	Mark	Find Cle	ar Help	
	Sr. N	o. W	ork Or	der No.		Description					Agreement Status			s
	1	EENO/17-18/79			te	est work 1					Agreement Done WorkOrder I Agreement Done WorkOrder I			Issued
	2	WO/26122017			te	est work on 2612201	17							Issued
	3	121212			A	mit RAi test work for	r BOQ Impor	t Item Rate 2			Agreem	ent Done	WorkOrder	Issued
	4	12121			A	mit RAi test work for	r BOQ Impor	t Percentage Rate			Agreem	ent Done	WorkOrder	Issued
	5	2016-eng11-99-38	4			roviding Drinking Wa roup house of Zone-		es to the residents of ground,1st and 2nd floor			Agreem	ent Done	WorkOrder	Issued
	6	33			C	onstruction of work	at Guntur				Agreem	ent Done	WorkOrder	Issued
	7	0002			A	P PMS Test work @	1:09Pm 5 Ja	an 2018			Agreem	ent Done	WorkOrder	Issued
	8	EENO/17-18/81				roviding basic infrast treet lights in Rehab					Agreem	ent Done	WorkOrder	Issued

Step 2: Click on Open New Bill for create new bill entry.

OLD data entry 🛛 🕮	List of Bill Forms						
OLD data entry	Work Name	: AP PMS Test work	@ 1:09Pm 5 Jan 20	18			۲
EPM	Bill Detail List					Open New Bill	Delete
Work List	Bill Number	Bill Date	Amount (Rs.)	Approve Status	Created By	Pending With	
Billing Management	Record(s) Not Found						
eMB AddMb	0						
Billing							
Tender Items							

Step 3: Enter Bill No. (RA Bill) , select Bill from date and click on save.

ſ	🗐 Add New Work Done Bill			Þ	9	-		×
l						Save)	
l	* Bill Number	:	1					
l	* Is Bill ?	:	Running					
l	Bill From Date	:	28/11/2017					
l								
l								
l								

Step 4: Bill entry save. Click on mesh to add RE in the bill.

	ist of Bill Forms						
W	/ork Name	: AP PMS Test work @	1:09Pm 5 Jan 201	.8			8
В	ill Detail List					Open New Bill	Delete
	Bill Number	Bill Date	Amount (Rs.)	Approve Status	Created By	Pending With	-
	Running Bill No-1	28/Nov/2017			Nagesh Babu Reddy-Executive Engineer (PH) - ENGINEER-in-CHIEF	Nagesh Babu Reddy-Executive Engineer (PH) - ENGINEER-in-CHIEF	Ⅲ

Step 5: Click on Add Unbilled RE's button to add the Recorded RE entry.

												Rep	ort
٧	Vork Name	: te	est work 1										
R	lecord Entries De	etails For Runnin	g Bill No-2	Add Record En	itry	Add Un-Billed REs	Reference Measurement	Abstract		Delete		Bac	k
۲	case sensitive [individual cel	s 🛛 Enter keyword:	s to search for					Filter	Mark	Find	Clear	Help
	RE No.	RE Date	Book No.	Page No.			Created By					RE	Items
Ø	10	04/Dec/2017	235	23 - 27	Exe	cutive Engineer (PH) - EN	GINEER-in-CHIEF-Nagesh Bal	ou Reddy					
V	3	03/Dec/2017		0 - 0	Exe	cutive Engineer (PH) - EN	GINEER-in-CHIEF-Nagesh Bal	ou Reddy					
V	4	05/Dec/2017	121	1 - 4	Exe	cutive Engineer (PH) - EN	GINEER-in-CHIEF-Nagesh Bal	ou Reddy					
V	5	06/Dec/2017		0 - 0	Exe	cutive Engineer (PH) - EN	GINEER-in-CHIEF-Nagesh Bal	ou Reddy					
Ø	6	08/Dec/2017	1	12 - 17	Exe	cutive Engineer (PH) - EN	GINEER-in-CHIEF-Nagesh Bal	ou Reddy					
Ø	7	08/Dec/2017		0 - 0	Exe	cutive Engineer (PH) - EN	GINEER-in-CHIEF-Nagesh Bal	ou Reddy					
Ø	8	04/Dec/2017	345	22 - 27	Exe	cutive Engineer (PH) - EN	GINEER-in-CHIEF-Nagesh Bal	ou Reddy					
V	9	15/Dec/2017	1,2	1 - 12	Exe	cutive Engineer (PH) - EN	GINEER-in-CHIEF-Nagesh Bal	ou Reddy					

Step 6: Message shown to confirm, to select Old Record entries in RA bill.

	Record Entries [ng Bill No-2		Add Record E	intry	Add Un-Billed REs	Reference M	easurement	Abstract		Delete		Bac	:k
۲	case sensitive	individual ce	IIs 🔲 Enter	r keyword	ls to search for	L				_	Filter	Mark	Find	Clear	Help
	RE No.	RE Date	Boo	k No.	Page No.				Created By					RE I	Items
V	10	04/Dec/2017	235		23 - 27	Execut	tive Engineer (PH) - EN	GINEER-in-CHI	EF-Nagesh Ba	ou Reddy					
V	3	03/Dec/2017			0 - 0	Execut	tive Engineer (PH) - EN	GINEER-in-CHI	EF-Nagesh Ba	ou Reddy					
V	4	05/Dec/2017	121		1 - 4	Execut	tive Engineer (PH) - EN	GINEER-in-CHI	EF-Nagesh Ba	ou Reddy					
V	5	06/Dec/2017		Messa	ge from webpage		×	EER-in-CHI	EF-Nagesh Ba	ou Reddy					
V	6	08/Dec/2017	1		genom neopoge				EF-Nagesh Ba	ou Reddy					
V	7	08/Dec/2017			-			EER-in-CHI	EF-Nagesh Ba	ou Reddy					
V	8	04/Dec/2017	345		🕗 Do You Want 1	To Select	Old Record Entries.?	EER-in-CHI	EF-Nagesh Ba	ou Reddy					
	9	15/Dec/2017	1,2					EER-in-CHI	EF-Nagesh Ba	ou Reddy					

Step 7: Unbilled RE's are shown, select the RE by click on check box and click on Save button.

🗐 UnBilled Reco	ord Entry(s) List		- Fulstiut - A Hits, filt f Huaties,		×
				Save	Close 🔺
Select Record I	Entry(s) From List And Click	On Save Button.			
	RE Date	Book No.	Page No.		
Ø	06/Dec/2017	1	10-12		
C2					
					E

Step 8: Selected RE's are shown in list. Select the RE's whose Abstract wants to create.

	ord Entries D		g Bill No-2	Add Record En	try Add Un-Billed REs Reference Measurement Abstract Delete	Back
) ca	ise sensitive	individual cel	Is 🛛 Enter keyword	s to search for	Filter Mark Fi	nd Clear Help
	RE No.	RE Date	Book No.	Page No.	Created By	RE Items
<u>کا</u> 10	1	04/Dec/2017	235	23 - 27	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
] 11		06/Dec/2017	1	10 - 12	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
ĨЗ		03/Dec/2017		0 - 0	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
14		05/Dec/2017	121	1 - 4	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
1 5		06/Dec/2017		0 - 0	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
<u>1</u> 6		08/Dec/2017	1	12 - 17	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
17		08/Dec/2017		0 - 0	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
18		04/Dec/2017	345	22 - 27	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
<u> 1</u> 9		15/Dec/2017	1,2	1 - 12	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	

Step 9: Abstract view will be shown as below.

	Measurement Book F	or Running Bill	No-2						Save	Report		Back
Work Nan	me :	test work 1										6
* Bill Date	:	15/12/2017	*	Bill From Date	:	03/12/2017		* Bill To D	ate	: 15/1	2/2017	
* Bill MB No	p. :	1	*	MB Page From	:	2	7	* MB Page	То	: 3		
Work Done	Variation Item	Extra Item						C Long Descri	ption 🖲 Short	Description		
Sr.No.		Item Descrip	tion	Unit		Quan	tity		Rate		Amount	
					Tender	Previous	Current	Cummlative		Cummlative	Previous	Current
1	- Item no 1 - Eart	h Work exacat	vation	cum	82.47	59.00	12.00	71.00	198.78	14,113.68	11,682.00	2,431.6
2	- Item no 2- Dism	nating of brick		cum	75.00	0.00	75.00	75.00	347.39	26,054.25	0.00	26,054.2
3	Item no 3- prov	iding CC 136		m	27.00	27.00	0.00	27.00	4,010.00	1,08,270.00	1,09,415.34	-1,145.3
							To	tal Amount :		1,48,437.93	1,21,097.34	27,340.5
		Bidd	er Rate 2 % Belo				Quot	ed Amount :		1,45,469.17	1,18,675.39	26,793.
Abatanati	n, waaaaa k	Bidd	er Rate 2 % Belo	9W			Quot	ed Amount :		1,45,469.17		
Abstract 8							Quot	ed Amount :			Update	Amount
	Cui	rrent Bill	Till Last Bill	Cumulative					Current Bill	Till Las	Update st Bill	Amount
1. Tender I	Cu	rrent Bill 26,793.78	Till Last Bill 1,18,675.39	Cumulative 1,45,469.17		ne Amount =	(1 + 2 + 3 +		78,07,128.	Till Las	Update t Bill L,618.95	Amount Cumulative 79,98,747.2
Abstract S 1. Tender J 2. Variation 3. Extra Ite	Cur Item n Item 77	rrent Bill	Till Last Bill	Cumulative 1,45,469.17 78,53,278.04		ured Item Ac	(1 + 2 + 3 +		78,07,128.	Till Las 26 1,91	Update st Bill	Amount

Step 10: Click on Item Rate of the item, in case of part rate to the bill. Click on Rate following page is shown.

In part can change the rate (tender rate), by click on current rate and click on Save to update the part rate.

If user wants to change the quantity wise rate, he can change the quantity (equal to cumulative quantity) and rate of the entry.

Step 11: Click on save to update. Click on close to close the Page, update shown in abstract.

📰 Pay	yment By Full/Part/	/Re	duce Rate			_		_	\times
Run	nning Bill No-2 Iter	n P	art Rate Detail				Save	Attachment	Close
Des	scription	:	Item no 3- providing	CC 136					
Ten	ider Rate (Rs)(B)	:	4,052.42		Cummalative Quantity	:	27		(m)
Rat	e (Rs)	:	4,010.00		Reduce Rate	:	4,052.42		
Par	t Rate Details (All	Am	nount's are in Rs)					Add	Delete
	Quantity.		Current Rate	Amount			Reason		
	27.00	כ	4,010.00	1,08,270.00					
	(Cur	nulative Amount	1,08,270.00					
	Pre	evi	ous Paid Amount	1,09,415.34					
			Current Amount	-1,145.34					

Step 12: Click on Back button it shown RE details. Click on back it shown bill details.

	I Detail List						C Opentifer telluis	Delete
1	B.D.M. onhas	Bill Date	Amount (Rs.)	Approve Status	Created By	1	Pending With	
	Running Bill No-2	15/Dec/2017	78,07,128.26	NotInitailized > MB Check	Nagesh Babu Reddy-Executive Engineer (PH) - ENGINEER-in-CHIEF	Nagesh Babu R (PH) - ENGINEE	eddy-Executive Engineer R-in-CHIEF	
1	Running Bill No-1	02/Dec/2017		Bypass Approved> MB Check	Nagesh Babu Reddy-Executive Engineer (PH) - ENGINEER-in-OHIEF	Nagesh Babu R (PH) - ENGINEE	eddy-Executive Engineer R-in-CHIEF	

Step 13: Click on Bill Number to open the details. Click on bypass button to offline approval of the bill.

Offline Approval by click on Bypass: This is only for Ongoing Bill entry.

l Abst	tract Details		Back
Wor	k Name : test work 1		۲
Abs	tract Amount : 78,07,128.26		
Doc	kets	ByPass Send Forward	Assign Internal Review Attachment
1	Variation Statement		**
2	Material Recovery Statement		••
3	Theoretical Consumption Statement		••
4	RA Bill		••
5	Material Advance		**
6	Notesheet (Internal)		*
Worl	k Flow Details		

Step1 : Click on "Add MB" , right side work list is shown

OLD data entry	🕴 List of Work Filter													
DLD data entry	Work Code No.													
EPM	Work Order Statu	s : All		 Work Type 		All								
Work List	Office Category	Engineer-In-Chief	f	▼ Office	:	ALL								
 Old Work Entry Billing Management 	Post	: ALL		▼ Work Order No.	:									
eMB	Budget Year	: All		•	:									
AddMb	Bill Unique No.					Get Works								
Billing	Pending With Me	Pending With Others	Approved My Jobs											
Tender Items	icase sensitive_individual cells_Enter keywords to search for						Filter	Mark Fir	nd Clear	Help				
	Sr. No.	Sr. No. Work Order No. Description					Agreement Status							
	1 EENO/17-18/	79	test work 1	test work 1						Agreement Done WorkOrder Issued				
	2 121212		Amit RAi test work for BOQ Imp	Agreement Done WorkOrder Issued										
	3 12121		Amit RAi test work for BOQ Imp	Amit RAi test work for BOQ Import Percentage Rate					Agreement Done WorkOrder Issued					
	4 4545		Percet Rate work test				Agreement	Done Work	Order Issue	ed				
	5 2323		TEST WROk 2 29122017				Agreement	Done Work	Order Issu	ed				
	6 33		Construction of work at Guntur						Agreement Done WorkOrder Issued					
	7 12345678		Test Entry construction of Shop	ping Complex			Agreement Done WorkOrder Issued							
	8 0002		AP PMS Test work @ 1:09Pm 5	lan 2018			Agreement Done WorkOrder Issued							

Step 2: Click on work, Add Record entry Page is open. Click on Add RE button

V	ork Details						
v	lork Name	: Const	ruction of work at G	untur			ŧ
Μ	B Entries Details				Add Record Entry Reference Measurement	Delete	
۲	case sensitive 🗆 in	dividual cells 🗆	Enter keywords to a	earch for	Filter Mark Find C	lear Help	
	RE No	RE Date	Book No.	Page No.	Created By.	RE Item	IS
Rec	ord(s) Not Found						
Č2							

Step 3: Select Record entry date, Measurement from and Measurement to date by click on calendar button. Click on Save to Save record entry.

Work Details		
Work Name	: Construction of work at Guntur	
MB Entries Details		Add Record Entry Reference Measurement Delete
⊙ case sensitive □ indivi	dual cells 🔲 Enter keywords to search for	Filter Mark Find Clear Help
RE No	RE Date Book No. Page No.	Created By. RE Items
Record(s) Not Found		
0		
	Add/Update Record Entry	8
	Record Entry Details	Save
	* Record Entry No. : 2 * Record Entry D	Date : 01/01/2018
	* Measurement From : 01/01/2018	
	MB No. : 121	

Step 4: After save Record Entry shown as below. Click on Mesh, right side of the RE entry

w	ork Details									
W	ork Name	: Cons	struction of work at (Guntur						±
М	B Entries Details				Add Record Entry R	eference Me	asureme	nt	Dele	ete
•	case sensitive 🗆 in	ndividual cells 🗆	Enter keywords to	search for		Filter	Mark	Find	Clear	Help
	RE No	RE Date	Book No.	Page No.	Created By.					RF Items
	2	01/Jan/2018	121	0-0	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy					

Step 5: After Click on Mesh, Estimate Page is opened. Click on Select Item.

Record Entry Details							Save		Back	
Work Name	: Construction of work at Guntur									
Item Measurment De	tails									
Tender Extra				C	Long De	scription 🍭 S	hort Descri	ption	elect Iten	ms
case sensitive 🗆 i	ndividual cells 🔲 Enter keywords to search for					Filter	Mark	Find C	Clear H	lelp
Sr.No.	Item Description	Tender	Quantity	Rate	Unit	Total	Meas	urement	Book	
31.110.		Quantity					Book No.	_	je No.	

Step 6: BOQ item list is shown, select the item for measurements by click on Check box in front of item. Click on Select to add in estimate.

Tender Item	าร		Select	Close
BOQ Items	\		C Long Description	n Short Description
SrNo	Code	Item Description	Quantity	Unit Rate
1	1	🛱 Earth Work		
1.1	1-1	🛱 SubGroup Earth Work1		
1.1.1	1-1-1	Earth Work Item A -In DTP	2150	sqm 120.25
1.1.2	1-1-2	Earth Work Item B - In DTP	2150	sqm 245.45
1.2	1-2	🗁 SubGroup Earth Work 2		
□ 1.2.1	1-2-1	Earth Work C - In DTP	2150	cum 345.35
1.2.2	1-2-2	Earth Work D - In DTP	2150	cum 384.38
2	2	TEST ITEM a	2150	sqm 120.25
3	3	- TEST ITEM B	2150	sqm 120.25
4	4	- TEST ITEM C	2150	sqm 120.25
5	5	L TEST ITEM D	2150	sqm 120.25

Step 7: Item list is shown. Click on mesh button, option list is shown, select measurement to add the measurement for that item.

	Entry Details						Save		Back				
Work N	ame : TEST WROk 2 29122017									I			
Item Me	easurment Details												
Tender	Extra			0	Long De	scription 🖲 S	hort Desci	ription	Select I	tems			
o case s	sensitive 🗆 individual cells 🗆 Enter keywords to search for					Filter	Mark	Find	Clear	Help			
Sr.No.	Item Description	Tender	Quantity	/ Rate Unit		Rate Un	Rate	Unit	Total	Mea	suremer	nt Book	
		Quantity					Book No.	Page No.					
2	TEST ITEM a	2,150.00	0.00	120.25	sqm	0.00			0	6			
3	- TEST ITEM B	2,150.00	450.00	120.25	sqm	54,112.50			0	ę			
4	- TEST ITEM C	2,150.00	155.32	120.25	sqm	18,677.23			0	Ę			
5	L. TEST ITEM D	2,150.00	0.00	120.25	sqm	0.00			0				
								Meas	urements				
								Delete	e Item				

Step 8 : Enter the final measurement qty for concern item. Enter in Say quantity.

Measurement She	et									X
Item Description	: TEST	ITEM D								
Item Code	: 5									
Item Unit	: sqm				Group Group ment Unit	:	sqm			•
Add	Delete	References	Standard Measu	rement			S	ave	Close	
Default Group										
Sr. No.	Descripti	on	No	Length	Width	Depth	Sub Total	Last Verified By	Verified	
□ <u>1</u>			0.000				0.000			
	Default Group	Total								
Group Quantity	0.000	0.000								
Quantity	0.000	0.000								
* To record measu	total quantity click on U rement in unit other tha blank spaces and char	in Item unit.		ta.		Update Qu Say Quantity		00.00		

Step 9 : Click on Save and close. It will show in Item List.

Record I	Entry Details						Sav	е		lack
Work Na	ame : TEST WROk 2 29122017									
Item Me	asurment Details									
Tender	Extra				C Long	Description	Short De	escription	n Sele	ect Items
O case s	sensitive 🔲 individual cells 🔲 Enter keywords to search for					Filter	Mark	Find	Clear	Help
Sr.No.	Item Description			Total	otal Measuremer		surement Book			
		Quantity					Book No.	F	Page No.	
2	TEST ITEM a	2,150.00	0.00	120.25	sqm	0.00			0	2
2 3	TEST ITEM a TEST ITEM B	2,150.00 2,150.00	0.00 450.00	120.25 120.25		0.00 54,112.50			0 0	Q
2 3 4					sqm				0 0 0	9 9 9 9

Step 10: Repeat the process for remaining item and New Record entry.

10. How to create Abstract

Step 1: Click on E-MB menu from left menu list. Right side all works are shown. Click on work.

OLD data entry	Д Lis	st of Work Filter On									
DLD data entry PPM Work List Billing Management AddMb Billing Tender Items	Wi Of Pa Bu Bil	ork Code No	All All Engineer-In-Chief ALL	v v v v v	Work Type Office Work Order No.	:	All ALL Get Works				
	icase	sensitive_individual cells_	Inter keywords to sear	ch for				Filter	Mark	Find Clea	ar Help
	Sr. N	Io. Work	Order No.		Description				Agre	ement Statu	s
	1	EENO/17-18/79		test work 1				Agreem	ent Done	e WorkOrder	Issued
	2	WO/26122017		test work on 26122017				Agreem	ent Done	e WorkOrder	Issued
	3	121212		Amit RAi test work for BOQ Impor	t Item Rate 2			Agreem	ent Done	e WorkOrder	Issued
	4	12121		Amit RAi test work for BOQ Impor	t Percentage Rate			Agreem	ent Done	e WorkOrder	Issued
	5	2016-eng11-99-384		Providing Drinking Water Facilities group house of Zone-II in A.K.C (ground,	1st and 2nd floors	Agreem	ant Done	e WorkOrder	Issued
	6	33		Construction of work at Guntur				Agreem	ent Done	e WorkOrder	Issued
	7	0002		AP PMS Test work @ 1:09Pm 5 Ja	an 2018			Agreem	ent Done	e WorkOrder	Issued
	8	EENO/17-18/81		Providing basic infrastructure faci Street lights in Rehabilitation layo				Agreem	ent Done	e WorkOrder	Issued

Step 2: Click on Open New Bill for create new bill entry.

Work Name	: AP PMS Test work (1:09Pm 5 Jan 20	18				۲
Bill Detail List						Open New Bill	Delete
Bill Number	Bill Date	Amount (Rs.)	Approve Status	Created By		Pending With	
Record(s) Not Found							
۵							
	Work Name Bill Detail List Bill Number Record(s) Not Found	Work Name : AP PMS Test work (Bill Detail List Bill Number Bill Number Bill Date Record(s) Not Found Bill Date	Work Name : AP PMS Test work @ 1:09Pm 5 Jan 201 Bill Detail List Bill Number Bill Date Amount (Rs.) Record(s) Not Found Bill Date Amount (Rs.)	Work Name : AP PMS Test work @ 1:09Pm 5 Jan 2018 Bill Detail List Bill Number Bill Date Amount (Rs.) Approve Status Record(s) Not Found Amount (Rs.) Approve Status Amount (Rs.) Approve Status	Work Name : AP PMS Test work @ 1:09Pm 5 Jan 2018 Bill Detail List Bill Number Bill Date Amount (Rs.) Approve Status Created By Record(s) Not Found State State State State State	Work Name : AP PMS Test work @ 1:09Pm 5 Jan 2018 Bill Detail List	Work Name : AP PMS Test work @ 1:09Pm 5 Jan 2018 Bill Detail List Open New Bill Bill Number Bill Date Amount (Rs.) Approve Status Created By Pending With Record(s) Not Found

Step 3: Enter Bill No. (RA Bill) , select Bill from date and click on save.

🗐 Add New Work Done Bill		- 2 4 - C 🛛
		Save
* Bill Number	: 1	
* Is Bill ?	: 💿 Running 🔘 Final	
Bill From Date	: 28/11/2017	

Step 4: Bill entry save. Click on mesh to add RE in the bill.

Li	st of Bill Forms						
N	/ork Name	: AP PMS Test work @	1:09Pm 5 Jan 201	.8			
В	ill Detail List					Open New Bill	Delete
	Bill Number	Bill Date	Amount (Rs.)	Approve Status	Created By	Pending With	_
	Running Bill No-1	28/Nov/2017			Nagesh Babu Reddy-Executive Engineer (PH) - ENGINEER-in-CHIEF	Nagesh Babu Reddy-Executive Engineer (PH) - ENGINEER-in-CHIEF	

Step 5: Click on Add Unbilled RE's button to add the Recorded RE entry.

												Repo	ort
۷	Vork Name	: te	est work 1										
R	Record Entries D	Details For Runnin	g Bill No-2	Add Record Er	ntry	Add Un-Billed REs	Reference Measurement	Abstract		Delete		Bac	k
۲	case sensitive	individual cel	Is Enter keywor	ds to search for					Filter	Mark	Find	Clear	Help
	RE No.	RE Date	Book No.	Page No.			Created By					RE I	Items
Ø	10	04/Dec/2017	235	23 - 27	Exe	cutive Engineer (PH) - EN	GINEER-in-CHIEF-Nagesh Ba	ou Reddy				ľ	
Ø	3	03/Dec/2017		0 - 0	Exe	cutive Engineer (PH) - EN	GINEER-in-CHIEF-Nagesh Ba	ou Reddy				ľ	
Ø	4	05/Dec/2017	121	1 - 4	Exe	cutive Engineer (PH) - EN	GINEER-in-CHIEF-Nagesh Ba	ou Reddy				1	
Ø	5	06/Dec/2017		0 - 0	Exe	cutive Engineer (PH) - EN	GINEER-in-CHIEF-Nagesh Ba	ou Reddy				1	
Ø	6	08/Dec/2017	1	12 - 17	Exe	cutive Engineer (PH) - EN	GINEER-in-CHIEF-Nagesh Ba	ou Reddy				F	
Ø	7	08/Dec/2017		0 - 0	Exe	cutive Engineer (PH) - EN	GINEER-in-CHIEF-Nagesh Ba	ou Reddy				1	
Ø	8	04/Dec/2017	345	22 - 27	Exe	cutive Engineer (PH) - EN	GINEER-in-CHIEF-Nagesh Ba	ou Reddy				1	
Ø	9	15/Dec/2017	1.2	1 - 12	Exe	cutive Engineer (PH) - EN	GINEER-in-CHIEF-Nagesh Ba	ou Reddy				F	

Step 6: Message shown to confirm, to select Old Record entries in RA bill.

	Record Entries (ng Bill No-2		Add Record E	Entry	Add Un-Billed REs	Reference Measurement	Abstrac	t 📃	Delete		Bac	:k
•	case sensitive	individual ce	lls 🛛 Enter	r keyword	s to search for					Filter	Mark	Find	Clear	Help
	RE No.	RE Date	Boo	k No.	Page No.			Created By					RE	Items
V	10	04/Dec/2017	235		23 - 27	Execu	utive Engineer (PH) - EN	GINEER-in-CHIEF-Nagesh B	abu Reddy					
V	3	03/Dec/2017			0 - 0	Exect	utive Engineer (PH) - EN	GINEER-in-CHIEF-Nagesh Bi	abu Reddy					
V	4	05/Dec/2017	121		1 - 4	Exect	utive Engineer (PH) - EN	GINEER-in-CHIEF-Nagesh Bi	abu Reddy					
V	5	06/Dec/2017		Messac	ge from webpage		×	EER-in-CHIEF-Nagesh B	abu Reddy					
V	6	08/Dec/2017	1		······			EER-in-CHIEF-Nagesh B	abu Reddy					
V	7	08/Dec/2017						EER-in-CHIEF-Nagesh Bi	abu Reddy					
V	8	04/Dec/2017	345		🔰 Do You Want	To Select	t Old Record Entries.?	EER-in-CHIEF-Nagesh Bi	abu Reddy					
V	9	15/Dec/2017	1,2					EER-in-CHIEF-Nagesh B	abu Reddy					

Step 7: Unbilled RE's are shown, select the RE by click on check box and click on Save button.

🗐 UnBilled Reco	ord Entry(s) List				×
				Save	Close
Select Record I	Entry(s) From List And Click C	n Save Button.			
	RE Date	Book No.	Page No.		
Ø	06/Dec/2017	1	10-12		
C2					
					E

Step 8: Selected RE's are shown in list. Select the RE's whose Abstract wants to create.

Record Entries [g Bill No-2	Add Record Er	ntry Add Un-Billed REs Reference Measurement Abstract Delete	Back
case sensitive	individual cel	Is 🛛 Enter keywor	ds to search for	Filter Mark Find	Clear Help
RE No.	RE Date	Book No.	Page No.	Created By	RE Items
10	04/Dec/2017	235	23 - 27	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
] 11	06/Dec/2017	1	10 - 12	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
1 <mark>3</mark>	03/Dec/2017		0 - 0	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
14	05/Dec/2017	121	1 - 4	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
15	06/Dec/2017		0 - 0	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
16	08/Dec/2017	1	12 - 17	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
1 <mark>7</mark>	08/Dec/2017		0 - 0	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
18	04/Dec/2017	345	22 - 27	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
₫ <mark>9</mark>	15/Dec/2017	1.2	1 - 12	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	

Step 9: Abstract view will be shown as below.

	Measurement Book F	or Running Bill	No-2						Save	Report	t	Back
Work Nam	ne :	test work 1										6
* Bill Date	:	15/12/2017	*	Bill From Date	:	03/12/2017		* Bill To D	ate	: 15/1	2/2017	III
* Bill MB No	o. :	1	*	MB Page From		2		* MB Page	То	: 3		
Work Done	Variation Item	Extra Item	1					CLong Descri	ption 🖲 Short	Description		
Sr.No.	-	Item Descrip	tion	Unit		Quan	ntity		Rate		Amount	
					Tender	Previous	Current	Cummlative		Cummlative	Previous	Current
1	Item no 1 - Ear	th Work exacat	vation	cum	82.47	59.00	12.00	71.00	198.78	14,113.68	11,682.00	2,431.
2	- Item no 2- Disn	nnating of brick		cum	75.00	0.00	75.00	75.00	347.39	26,054.25	0.00	26,054.
3	Item no 3- prov	iding CC 136		m	27.00	27.00	0.00	27.00	4,010.00	1,08,270.00	1,09,415.34	-1,145.
							To	tal Amount :		1,48,437.93	1,21,097.34	27,340.
		Bidd	er Rate 2 % Belo)W			Quot	ed Amount :		1,45,469.17	1,18,675.39	26,793
Abstract	P) unangen of	Bidd	er Rate 2 % Belo	w			Quot	ed Amount :		1,45,469.17		
Abstract S							Quot	ed Amount :	Ourset 2 ¹¹		Update	Amount
	Cu	rrent Bill	Till Last Bill	Cumulative					Current Bill	Till Las	Update at Bill	Amount
1. Tender I	Cu (tem	rrent Bill 26,793.78	Till Last Bill 1,18,675.39	Cumulative 1,45,469.17		ie Amount =	(1+2+3+		78,07,128.	Till Las 26 1,91	Update t Bill L,618.95	Amount Cumulative 79,98,747.
	Cu Item n Item 7	rrent Bill	Till Last Bill	Cumulative 1,45,469.17 78,53,278.04		ured Item Ac	(1+2+3+		78,07,128.	Till Las .26 1,91	Update at Bill	Amount

Step 10: Click on Item Rate of the item, in case of part rate to the bill. Click on Rate following page is shown.

In part can change the rate (tender rate), by click on current rate and click on Save to update the part rate.

If user wants to change the quantity wise rate, he can change the quantity (equal to cumulative quantity) and rate of the entry.

Step 11: Click on save to update. Click on close to close the Page, update shown in abstract.

📄 Pay	/ment By Full/Part/	/Re	duce Rate				_		-	×	1
Run	nning Bill No-2 Iter	n P	art Rate Detail					Save	Attachment	Close]
Des	scription	:	Item no 3- providing	CC 136							
Ten	ider Rate (Rs)(B)	:	4,052.42		Cummalative Quantity		27		(m)		
Rate	e (Rs)	:	4,010.00		Reduce Rate	:	4,052.42				
Part	t Rate Details (All		nount's are in Rs)						Add	Delete	
	Quantity.		Current Rate	Amount				Reason			
	27.00	ו	4,010.00	1,08,270.00							
	(Cur	nulative Amount	1,08,270.00							
	Pre	evi	ous Paid Amount	1,09,415.34							
			Current Amount	-1,145.34							

Step 12: Click on Back button it shown RE details. Click on back it shown bill details.

	il Detail List						C OpenHenzellus	Delete
1	All Mumber	Bill Date	Amount (Rs.)	Approve Status	Created By	12	Pending With	
2	Running Bill No-2	15/Dec/2017	78,07,128.26	NotInitailized > MB Check	Nagesh Babu Reddy-Executive Engineer (PH) - ENGINEER-in-CHIEF	Nagesh Babu R (PH) - ENGINEE	eddy-Executive Engineer R-in-CHIEF	
1	Running Bill No-1	02/Dec/2017		Bypess Approved> MB Check	Nagesh Babu Reddy-Executive Engineer (PH) - ENGINEER-in-OHIEF	Nagesh Babu R (PH) - ENGINEE	eddy-Executive Engineer R-in-CHIEF	

Step 13: Click on Bill Number to open the details. Click on bypass button to offline approval of the bill.

Offline Approval by click on Bypass: This is only for Ongoing Bill entry.

l Abst	tract Details			Back
Wor	rk Name : test work 1			٠
Abs	tract Amount : 78,07,128.26			
Doc	kets	ByPass Send Forward	Assign Internal Revie	ew Attachment
1	Variation Statement			**
2	Material Recovery Statement			**
3	Theoretical Consumption Statement			**
4	RA Bill			**
5	Material Advance			**
6	Notesheet (Internal)			•
Worl	k Flow Details			(

11. How Import BOQ from Billing

Step 1: Select Tender Items from Left menu list. Right side work list is shown.

OLD data entry	Д List														
LD data entry E EPM	Wo	rk Order Status	1	All		•)	Work Type	:	All					ŝ
+ Work List	Off	ice Category	3	Engineer-In	-Chief	•		Office	:	ALL					
Billing Management	Pos	t	32	ALL		•		Work Order No.	:						
eMB	Buc	dget Year	1	All		-			:						
AddMb							2			Get Works	1				
Billing	icase s	ensitive_individual c	ellsIEn	ter keywords	to search for					-	Filter	Mark	Find	Clear	F
Tender Items	Sr. No	o. V	ork O	rder No.			[Description				Agreen	nent Sta	tus	
Read And	1	WO/26122017			test work on 261220	17					Agreemen	Done W	/orkOrd	er Issued	
	2	WO/26122017-I			Work target testing	26122017-I					Agreement	Done W	/orkOrd	er Issued	
	3	WO/26122017-II			Work target testing	26122017-II					Agreemen	Done W	/orkOrd	er Issued	
	4	WOVMC222			Construction of CC r	oad					Agreemen	Done W	/orkOrd	er Issued	
	5	WOVMC222			Construction of CC r	oad					Agreemen	Done W	/orkOrd	er Issued	
	6	WOVMC222			Construction of CC r	oad					Agreemen	Done W	/orkOrd	er Issued	
	7	WO/26122017-III			TEST WORK ON 261	22017-II					Agreemen	Done W	/orkOrd	er Issued	
	8	WO/27122017-I			Work created on 27	122017-I					Agreemen	Done W	/orkOrd	er Issued	
	9	WO/78899			Test Work On 27121	.7					Agreemen				
	10	W012121			12121						Agreemen				
	11	233/2016-17			prasad						Agreemen				
	12	23/17-18			trial work entry						Agreemen				
	13	WO/4234			Test Work Entry						Agreemen	Done W	/orkOrd	er Issued	

Step 2: Click on work name, Detail page is open.

Step 3: Click on Import BOQ button, to import the BOQ from billing.

http://192.168.1.150:8090/main.aspx										
AP PMS (Govt. Of Andhra Pradesh)	Andh	nra Pradesh Project Monitoring System					Powe	red By S	SoftTecl
Welcome Nagesh Babu Reddy Exec	cutive Engineer (PH) - EN	IGINEER-in-CHIEF	Dashboard				н	ome He	lpDesk	Logo
OLD data entry	List of Items			Import BOQ Items	Save	R	eport	Additio	onal Res	ource
	Work Name	: Test Work Entry		10						Œ
EPM	Tender Item V	ariation Item Extra Item				0	Long De	scription @	Short C	Descriptio
Contraction of the second seco		individual cells 🛛 Enter keywo	rds to search for			Filter	Mark	Find	Clear	Help
Billing Management eMB AddMb Billing	Sr.No.		Item Description			Tender Quantity	Unit	Tender Rate	Amo	ount
AddMb	Record(s) Not Found									
Billing										
Tender Items										

Step 4: Click on select file and browse the BOQ file. Make sure that, your BOQ excel sheet column is as per shown in below.

List of Ite	ms				Impo	rt B	OQ Items	Save		Rep	ort		Additi	onal	Resourc
Work Nar	Import Items							-		Þ	0	-		×	
Tender Iter	Import Items From	Excel							Import	1		Clos	ie -		rt Desc
⊙ case se Sr.No. Record(s) N	Select File : Map Columns to In (Map your excel sh	nport neet columns to ti	Select Select												lear Amou
	e.g. If your Item N * Item Number :	A A	umn A then type Item N * Item Description :		* Parent Row		G	*	Quantity	;	С				
	* Rate :	D	* Unit :	E	*Total	З	F	*	Quoted Rate	в :	Н				
	From : 1	To : 100	rs while specifying startin with * are mendatory	ng row.)											

Step 5: Click on Import Button to import the excel sheet. It will overwrite the existing BOQ items.

O case s	sensitive 🗆 individual cells 🗆 Enter keywords to search for	Filter	Mark	Find	Clear H	lelp
Sr.No.	Item Description	Tender Quantity	Unit	Tender Rate	Amoun	t
1	🛱 Earth Work					Ś
1.1	🗇 SubGroup Earth Work					4
1.1.1	Earth Work Item A -In DTP	2,150.00	sqm	120.25	5 2,58,537	.50 {
1.1.2	Earth Work Item B - In DTP	2,150.00	sqm	245.45	5,27,717	'.5C 🕴
1.2	🗁 SubGroup Earth Work A					1
1.2.1	Earth Work C - In DTP	2,150.00	cum	345.35	5 7,42,502	.50 {
1.2.2	Earth Work D - In DTP	2,150.00	cum	384.38	8,26,417	.oc {
2	TEST ITEM a	2,150.00	sqm	120.25	5 2,58,537	.50 {
3	TEST ITEM B	2,150.00	sqm	120.25	5 2,58,537	.50
4	- TEST ITEM C	2,150.00	sqm	120.25	5 2,58,537	.50
5	TEST ITEM D	2,150.00	sam	120.25	5 2,58,537	.50

Items are available for make Record Entry and Measurements.