



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

## **User Manual**

## Index

1.	How to login into APPMS system .....	3
2.	How to create the OLD Data Entry .....	4
3.	Create NEW AS.....	10
4.	Technical Sanction.....	22
5.	Tender document Creation .....	28
6.	Letter Of Acceptance (LOA).....	37
7.	Work Order (WO) .....	40
8.	How to Create MB.....	45
9.	How to create Abstract.....	49
10.	How to create Abstract.....	57
11.	How Import BOQ from Billing.....	61

## 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.



**Online Project Management System (E-works)**

Home | Contacts | Dashboard | Downloads ▾ PWIMS

Login ID

UserName

Password

Password

340562

[Generate New Image](#)

[Forgot your Password?](#) [Login](#)

**Online Project Management System (E-works)**

Project Management System (PMS) is a web-based commercial-off-the-shelf (COTS) application for managing the core functional processes of works planning, procurement and maintenance in public works organizations.

The PMS procurement lifecycle includes budgets, estimations, approval, e-tendering, contract management, monitoring and billing.

SRI N. CHANDRABABU NAIDU  
HON'BLE CHIEF MINISTER OF  
ANDHRA PRADESH

SRI PONGURU NARAYANA  
HON'BLE MINISTER OF MA & UD  
ANDHRA PRADESH

©2017 SoftTech Engineers Ltd. All Rights Reserved

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.

**Online Project Management System (E-works)**

Home | Contacts | Dashboard | Downloads

Login ID: vmc6387

Password: .....

340562

[Generate New Image](#)

34562

[Forgot your Password?](#) [Login](#)

**Online Project Management System (E-works)**

Project Management System (PMS) is a web-based commercial-off-the-shelf (COTS) application for managing the core functional processes of works planning, procurement and maintenance in public works organizations.

The PMS procurement lifecycle includes budgets, estimations, approval, e-tendering, contract management, monitoring and billing.

SRI N. CHANDRABABU NAIDU  
HON'BLE CHIEF MINISTER OF  
ANDHRA PRADESH

SRI PONGURU NARAYANA  
HON'BLE MINISTER OF MA & UD  
ANDHRA PRADESH

©2017 SoftTech Engineers Ltd. All Rights Reserved

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

192.168.0.103:8090/main.aspx - Google Chrome

http://125.99.73.120:8090/main.aspx

OPMS AP PMS (Govt. Of Andhra Pradesh) Andhra Pradesh Project Monitoring System Powered By SoftTech

Welcome VM Colddataentry Assistant Engineer (PH) - Vijayawada Corporation Home | HelpDesk | Logout

OLD data entry Dashboard

Sr.No.	Module Name	Pending With Me	Pending With Other	Approved
Record(s) Not Found				

OLD data entry

- EPM
- Work List
- Old Work Entry
- Billing Management
  - eMB
  - AddMb
  - Billing
- Status
- Status

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

2) Enter the work details as below:

- 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 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. :	<input type="text"/>	* AA Cost :	<input type="text"/>	* AA Date : <input type="text"/>
TS				
* TS No. :	<input type="text"/>	* TS Cost :	<input type="text"/>	* TS Date : <input type="text"/>
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. :	<input type="text"/>	* TS Cost :	<input type="text"/>	* TS Date : <input type="text"/>
Tender				
* Tender Notice No.:	<input type="text"/>	* ECV/IBM :	<input type="text"/>	
* Tender Type :	PercentRate	* Quoted :	Above	* Quoted (in %) : <input type="text" value="0"/>
Work Order				
* AgreementDate :	<input type="text"/>	* AgreementNumber :	<input type="text"/>	* AcceptDate : <input type="text"/>
* AcceptedAmount : <input type="text"/>				

- 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				
* Tender Number :	<input type="text"/>	* Tender Cost :	<input type="text"/>	* Tender Type : <input type="text"/>
Work Order				
* AgreementDate :	<input type="text"/>	* AgreementNumber :	<input type="text"/>	* AcceptDate : <input type="text"/>
* WorkOrderDate :	<input type="text"/>	* WorkOrderNumber :	<input type="text"/>	* AcceptedAmount : <input type="text"/>
* TimeLimitIn :	<input type="text"/>	* TimeLimit :	<input type="text"/>	* CompletionDate : <input type="text"/>
		* CommencementDt :	<input type="text"/>	* ActualCompletionDate : <input type="text"/>
		* ContractorID :	<input type="text"/>	
Work Flow				
* Stage :	<input type="text"/>	* Stage Status :	<input type="text"/>	

- 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

\* AgreementDate :  \* AgreementNumber :  \* AcceptDate :  \* AcceptedAmount :

\* WorkOrderDate :  \* WorkOrderNumber :  \* Contractor :  \* CommencementDt :

\* TimeLimitIn : Days \* TimeLimit :  \* CompletionDate :  \* Actual Comp. Date :

BOO Items

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

List of Contractor Filter On

**Add** **Ok** **Cancel**

Firm Name :  Starts 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 / Year January 2017 To Month / Year December 2017 **Search**

Select Contractor(s) from list and press OK

ABCDEFGHIJKLMNOPQRSTUVWXYZ

	Name	Category	Specialization
<input type="checkbox"/>	K R K SATYANARAYANA	Class I - Class I and Above	
<input type="checkbox"/>	K.Kishore Babu	Class I - Class I and Above	
<input type="checkbox"/>	test 2 contractor	Class I - Class I and Above	Civil
<input type="checkbox"/>	B venkyateshwar Reddy	Class IV - Class IV and Above	
<input type="checkbox"/>	M Srihari	Class Spl - Class Special	

9) Fill the contractor details and click on save.

<div> General Contact Registration Partner N Bankers Machinery Financial Staff Works Enrollments Other Documents </div>			
*Name of Firm		: M Srihari	
*Category		: Class Spl - Class Special	
Firm Type	: Select	Place of Business	:
Date of Firm Established	: 30/12/2017	Specialization	: Select
*Name of the owner		: M Srihari	
Alias Name	:	*Endorsement No.	: 12345
*PAN No.	: AFMPM6493C	TIN No.	:
VAT Registration No.	:	CST No.	:
Service Tax Register No.	:	WCT No.	:
Shop Act No.	:	Telegraphic Address	:
Action	: REGISTERED	IsVerified	: <input type="checkbox"/>
Is Interested in electrical works only	: <input type="radio"/> Yes <input checked="" type="radio"/> No		
Is Applicant/Partner/Share Holders blacklisted	: <input type="radio"/> Yes <input checked="" type="radio"/> No		
Relative in PWDAP	: <input type="radio"/> Yes <input checked="" type="radio"/> No		
Contact Person Name	:	Phone Number	:
<b>Login Information</b>			
*Login Name	: AFMPM6493Cde		
*Password	:		
*Confirm Password	:		

10) Import BOQ to the works.

<b>BOQ Items</b>	
Select File	: <input type="text"/> <input type="button" value="Select"/> <input type="button" value="x Remove"/>
From	: <input type="text"/> To : <input type="text"/>
<b>Work Flow</b>	

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

ItemNumber	Description	Quantity	Rate	Unit	Total	ParentRow	QuotedRate ( Req if Item Rate only)
1	Earth Work					-1	
1.1	SubGroup Earth Work					2	
1.1.1	Earth Work Item A -In DTP	2150	120.25	sqm	258537.5	3	140.25
1.1.2	Earth Work Item B - In DTP	2150	245.45	sqm	527717.5	3	300.45
1.2	SubGroup Earth Work A					2	
1.2.1	Earth Work C - In DTP	2150	345.35	cum	742502.5	6	345.35



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

OPMS (Govt. Of Andhra Pradesh) Online Project Management System (E-works) Powered By SoftTech

Municipal Assistant Engineer - Vijayawada Corporation Dashboard Home | HelpDesk | About Us | Logout

MAE 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
    - Assign Work
    - CallFile List
  - Technical Sanction
  - Tender Management
  - Contract Management
  - Billing Management

Reference No. : WIN/\*\*\*\*\*/YR Year: 2020-2021

Name :

Type : Nature: Maintenance

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 Engineer - Vijayawada Corporation Dashboard Home | HelpDesk | About Us | Logout

MAE 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
      - Assign Work
      - CallFile List
    - Technical Sanction
    - Tender Management
    - Contract Management
    - Billing Management

\* Reference No. : WIN/\*\*\*\*/YR \* Year: 2020-2021

\* Name : Road Work from Vijaywada to Guntur National Highway 2020

\* Type : - CC Roads \* Nature: Capital Works

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

Not secure | 192.168.0.103:8090/main.aspx

OPMS (Govt. Of Andhra Pradesh) Online Project Management System (E-works) Powered By SoftTech

Bangaru Raju K. Municipal Assistant Engineer - Vijayawada Corporation Dashboard Home | HelpDesk | About Us | Logout

MAE 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
      - Assign Work
      - CallFile List
    - Technical Sanction
    - Tender Management
    - Contract Management
    - Billing Management

\* Reference No. : WIN/0037/20-21 \* Year: 2020-2021

\* Name : Road Work from Vijaywada to Guntur National Highway 2020

\* Type : - CC Roads \* Nature: Capital Works

GEO Code :

General Location Details Sub Work Cost Estimate Error Details

General Details

Work Source

Work Source : Election Work

Budget Provision

\* Budgetary Details :

Work Owner Details

\* Initiated Office : Vijayawada Corporation

\* Initiated By : VijMAE020 - MAE - Vijayawada Corp - 29 - K Bangaru Raju

Remarks :

Dockets Select Revision : Rev No. 0 - Rs. 0 Send Forward Scrutiny Internal Review Attachment

1 Administrative Sanction Order

2 Notesheet (External)

3 Cost Estimate

4 Estimate Report

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

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

**Budgetary Details**

Save Close

Funding Agency : All

Department : All

Function /Cost Center : All

Budget Head : All

Scheme : All

Sub Scheme : All

Budget Allocated Amount (Rupees in Thousand)	Sanctioned Amount (Rupees in Thousand)	Utilized Amount (Rupees in Thousand)	Balance Amount (Rupees in Thousand)
50,00,000.00	3,01,74,96,532.00	0.00	-3,01,24,96,532.00

Sr. No.	Year	Provision
1	2017-2018	0.00

- Select the Funding Agency from dropdown list.
- Select the Department from dropdown list.
- Select the Function/Cost center from dropdown list.
- Select the budget Head from dropdown list.
- 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.

45.114.246.65:8080/main.aspx - Google Chrome

Not secure | 45.114.246.65:8080/main.aspx

AP PMS (Govt. Of Andhra Pradesh)

Welcome Laxmi Narayana D Municipal Assistant Engineer - Vijayawada Corpora

45.114.246.65:8080 says:  
Data Saved Successfully.

OK

Home | HelpDesk | Logout

Save Work List

Year: 2017-2018

**Budgetary Details**

Save Close

Funding Agency : Public Works

Department : Roads and Bridges

Function /Cost Center : -

Budget Head : Industrail Training

Scheme : UIDSSMT

Sub Scheme : All

Budget Allocated Amount (Rupees in Thousand)	Sanctioned Amount (Rupees in Thousand)	Utilized Amount (Rupees in Thousand)	Balance Amount (Rupees in Thousand)
50,00,000.00	3,01,74,96,532.00	0.00	-3,01,24,96,532.00

Sr. No.	Year	Provision
1	2017-2018	0.00

1 Administrative Approve

2 Notesheet (Internal)

3 Notesheet (External)

4 Docket Sheet

5 Cost Estimate

6 Cover Page

12:57 PM  
2/21/2018

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

- Click on blue mesh and select the Constituency from list.
- 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.

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

Sr.No.	Description	Type	Active Version	Cost
1	Road Work from Vijayawada to Guntur National Highway 2020	CC Roads		46,720.00
		Basic Cost		46,720.00
		Overhead Cost		0.00
		Total Cost		46,800.00
		Say		46,800.00

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.

OPMS (Govt. Of Andhra Pradesh) Online Project Management System (E-works) Powered By SoftTech

Bangaru Raju K Municipal Assistant Engineer - Vijayawada Corporation Dashboard Home | HelpDesk | About Us | Logout

MAE MAE

System Configuration EPM Work List Administrative Sanction New Work Register Old Work Entry Work Progress Old Work Entry List Edit Old Work Assign Work CallFile List Technical Sanction Tender Management Contract Management Billing Management

Detail Estimate Rough Estimate

Save as template Delete Save Import MM Back

Estimate of Work : Road Work from Vijayawada to Guntur National Highway 2020

Generate Item No

Note : Please save the Items after adding new Items Before finalizing the estimate please Generate Item No.

List of Estimate Items

Enter keywords to search for

Number	Code	Item Description	Quantity	Rate	Unit
<input type="checkbox"/> 1	BMT.A	BRICKS & BUILDING BLOCKS (Ex-quarry price - including loading excluding cost of conveyance, unloading & stacking)			
<input type="checkbox"/> 1.1	BMT.A-a	ORDINARY CLAY BRICKS			
<input type="checkbox"/> 1.2	BMT.A-1	Common burnt clay bricks of class as per Table-1 of IS:1077-1992 Non-Modular or tradition	10.000	4,672.00	1000 nos

Filter

Add

- Select SOR Item
- Select BlockRate Item
- Select Non SOR Item
- Select From Template
- Add Description
- Add Item
- Import Item From Excel
- Cancel

### a) Adding SOR Item

192.168.0.103:8090/main.aspx - Google Chrome

Not secure | 192.168.0.103:8090/main.aspx

OPMS (Govt. Of Andhra Pradesh) Online Project Management System (E-works) Powered By SoftTech

Bangaru Raju K Municipal Assistant Engineer - Vijayawada Corporation Dashboard Home | HelpDesk | About Us | Logout

MAE MAE

System Configuration EPM Work List Administrative Sanction New Work Register Old Work Entry Work Progress Old Work Entry List Edit Old Work Assign Work CallFile List Technical Sanction Tender Management Contract Management Billing Management

Detail Item List

Select Item from

Select CSR : Building Works Select Year : 2017-2018-12/12/2017

Select Chapter : BMT.K-PARTICLE BOARDS

Description : Code : Unique No. : Search

Show Item Description as Long Short

Code	Description	Unit	Rate	Final Rate
<input type="checkbox"/> BMT.K-a	(Landing cost - loading, cost of conveyance, unloading & stacking)		0.00	0.00
<input type="checkbox"/> BMT.K-1	Melamine faced Single Deco PPB- 8 mm thick	sqm	590.00	590.00
<input type="checkbox"/> BMT.K-2	Melamine faced Single Deco PPB- 12 mm thick	sqm	670.00	670.00
<input type="checkbox"/> BMT.K-3	Melamine faced Single Deco PPB- 18 mm thick	sqm	776.00	776.00
<input type="checkbox"/> BMT.K-4	Melamine faced Single Deco PPB- 25 mm thick	sqm	879.00	879.00
<input type="checkbox"/> BMT.K-5	Melamine faced Single Deco PPB- 35 mm thick	sqm	1,463.00	1,463.00
<input type="checkbox"/> BMT.K-6	Melamine faced Twin Deco PPB- 8 mm thick	sqm	679.00	679.00
<input type="checkbox"/> BMT.K-7	Melamine faced Twin Deco PPB- 12 mm thick	sqm	776.00	776.00
<input type="checkbox"/> BMT.K-8	Melamine faced Twin Deco PPB-18 mm thick	sqm	898.00	898.00
<input type="checkbox"/> BMT.K-9	Melamine faced Twin Deco PPB-25 mm thick	sqm	995.00	995.00
<input type="checkbox"/> BMT.K-10	Melamine faced Twin Deco PPB-35 mm thick	sqm	1,869.00	1,869.00
<input type="checkbox"/> BMT.K-11	Natural Colour-Insulating Board - 12 mm thick	sqm	220.00	220.00
<input type="checkbox"/> BMT.K-12	Natural Colour-Insulating Board - 18 mm thick	sqm	325.00	325.00
<input type="checkbox"/> BMT.K-13	Natural Colour-Insulating Board - 25 mm thick	sqm	414.00	414.00
<input type="checkbox"/> BMT.K-14	White Insulating Board - 12 mm thick	sqm	268.00	268.00
<input type="checkbox"/> BMT.K-15	White Insulating Board - 18 mm thick	sqm	383.00	383.00
<input type="checkbox"/> BMT.K-16	White Insulating Board - 25 mm thick	sqm	341.00	341.00
<input type="checkbox"/> BMT.K-17	Medium Fibre Board: Interior Grade - 6 mm thick	sqm	359.00	359.00

1 / 5 1 2 3 4 5

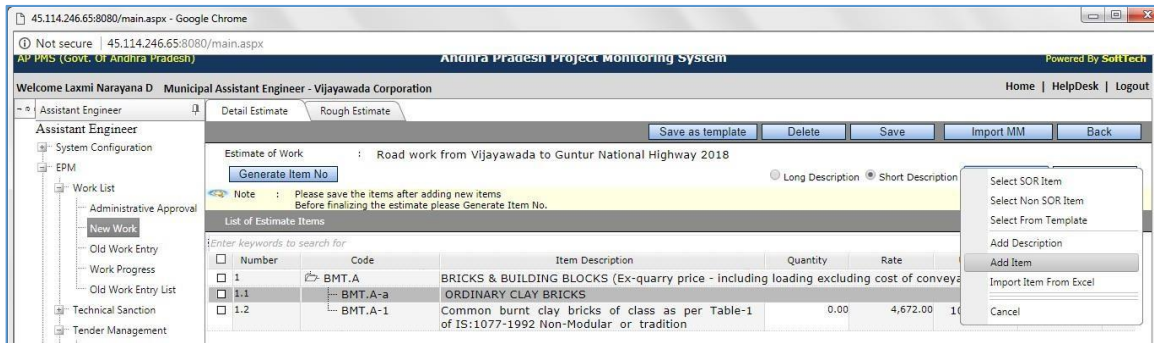
Step 1) Select the SOR, from dropdown list.

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.



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.

The 'Add/Edit Item' window is shown with the following fields:

- Item Code: 10
- Item Number: Unique No. 0
- Unit Group: Weight
- Unit Master: KG
- Description: Item for SS Metal 6.0 (upto 8000 characters only)
- Short Description: Item for SS Metal 6.0 (upto 100 characters only)
- Page No: 0
- Specification Code:
- Specification Page No:
- Rate: 125.00
- RA Rate: 0
- Measurement Template: Default Template
- Lead Type: CSR

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

Number	Code	Item Description	Quantity	Rate	Unit	Mark	Find	Clear
1	BMT.A	BRICKS & BUILDING BLOCKS (Ex-quarry price - including loading excluding cost of conveyance, unloading)						
1.1	BMT.A-a	ORDINARY CLAY BRICKS						
1.2	BMT.A-1	Common burnt clay bricks of class as per Table-1 of IS:1077-1992 Non-Modular or tradition	0.00	4,672.00	1000 nos			
2	10	Item for SS Metal 6.0	0.00	125.00	KG			

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.

b) Measurement for the item.

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

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

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



**Measurement Sheet**

Item Description : Item for SS Metal 6.0  
Item Code : 10  
Item Unit : KG  
Default Group Group Measurement : KG  
Unit

[Add](#) [Delete](#) [References](#) [Save](#) [Close](#)

Sr. No.	Description	No	Length	Width	Depth	Sub Total
1						0.000

	Default Group	Total
Group Quantity	0.000	0.000
Quantity	0.000	0.000

Help : For update total quantity click on Update Quantity button.  
\* To record measurement in unit other than Item unit.  
\* Invalid data not accepted and discarded while entering numerical data.

[Update Quantity](#) 0  
Say Quantity : 0.00

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

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

45.114.246.65:8080 says:  
Measurement saved successfully!!

[OK](#)

**Measurement Sheet**

Item Description : Item for SS Metal 6.0  
Item Code : 10  
Item Unit : KG  
Default Group Group Measurement : KG  
Unit

[Add](#) [Delete](#) [References](#) [Save](#) [Close](#)

Sr. No.	Description	No	Length	Width	Depth	Sub Total
1	Item Description	1.000	3.600	2.250	1.450	11.745

	Default Group	Total
Group Quantity	11.745	11.745
Quantity	11.745	11.745

Help : For update total quantity click on Update Quantity button.  
\* To record measurement in unit other than Item unit.  
\* Invalid data not accepted and discarded while entering numerical data.

[Update Quantity](#) 11.745  
Say Quantity : 12.00

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

45.114.246.65:8080/main.aspx - Google Chrome

Not secure | 45.114.246.65:8080/main.aspx

AP PMS (Govt. Of Andhra Pradesh)

Andhra Pradesh Project Monitoring System

Powered By **SoftTech**

Welcome Laxmi Narayana D Municipal Assistant Engineer - Vijayawada Corporation

Home | HelpDesk | Logout

Assistant Engineer

System Configuration

EPM

Work List

Administrative Approval

New Work

Old Work Entry

Work Progress

Old Work Entry List

Technical Sanction

Tender Management

Approved TS

DNIT

Estimate of Work : Road work from Vijayawada to Guntur National Highway 2018

Generate Item No

Note : Please save the items after adding new items  
Before finalizing the estimate please Generate Item No.

List of Estimate Items

Number	Code	Item Description	Quantity	Rate	Unit	Total
1	BMT.A	BRICKS & BUILDING BLOCKS (Ex-quarry price - including loading excluding cost of conveyance, unloading				
1.1	BMT.A-a	ORDINARY CLAY BRICKS				
1.2	BMT.A-1	Common burnt clay bricks of class as per Table-1 of IS:1077-1992 Non-Modular or tradition	0.00	4,672.00	1000 nos	0.00
2	10	Item for SS Metal 6.0	12.00	125.00	KG	1,500.00

Adding Overheads to the estimate.

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

45.114.246.65:8080/main.aspx - Google Chrome

Not secure | 45.114.246.65:8080/main.aspx

AP PMS (Govt. Of Andhra Pradesh)

Andhra Pradesh Project Monitoring System

Powered By **SoftTech**

Welcome Laxmi Narayana D Municipal Assistant Engineer - Vijayawada Corporation

Home | HelpDesk | Logout

Assistant Engineer

System Configuration

EPM

Work List

Administrative Approval

New Work

Old Work Entry

Work Progress

Old Work Entry List

Technical Sanction

Tender Management

Approved TS

DNIT

Contract Management

Billing Management

BFM

Add New Work / Work Details

Reference No. : WIN/16082/17-18

Year: 2017-2018

Name : Road work from Vijayawada to Guntur National Highway 2018

Type : - CC Roads

Nature: Capital Works

GEO Code :

General Location Details Sub Work Cost Estimate

Estimate Summary Reference Measurement Reorder Sub Estimate Sub Estimate Make Revision Reports Lead Calculation Resource Rate

Enter keywords to search for

Sr.No.	Description	Type	Amount
1	Road work from Vijayawada to Guntur National Highway 2018	CC Roads	2,35,100.00
		Basic Cost	2,35,100.00
		Overhead Cost	0.00
		Total Cost	2,35,100.00
		Say	2,35,100.00

Step 23) Click on Add row to Overhead row.

Work Overheads

Save Close

Add Row Delete OH Master OH

Basic Cost (Rs) : 235100.00

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	Cummulative		14,388.12
			Basic Cost		
			Cummulative		
			Custom		

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

Step 24) Prepared Cost estimate is shown below.

The screenshot shows the 'Andhra Pradesh Project Monitoring System' interface. The user is logged in as 'Assistant Engineer - Vijayawada Corporation'. The 'Cost Estimate' tab is active, displaying a table with the following data:

Sr.No.	Description	Type	Mark	Find	Clear
1	Road work from Vijayawada to Guntur National Highway 2018	CC Roads		2,35,100.00	
		Basic Cost		2,35,100.00	
		provision for QC @ 0.65 %		4,702.00	
		provision towards GST @ 5.00 %		14,388.12	
		Overhead Cost		19,090.12	
		Total Cost		2,54,200.00	
		Say		2,54,200.00	

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

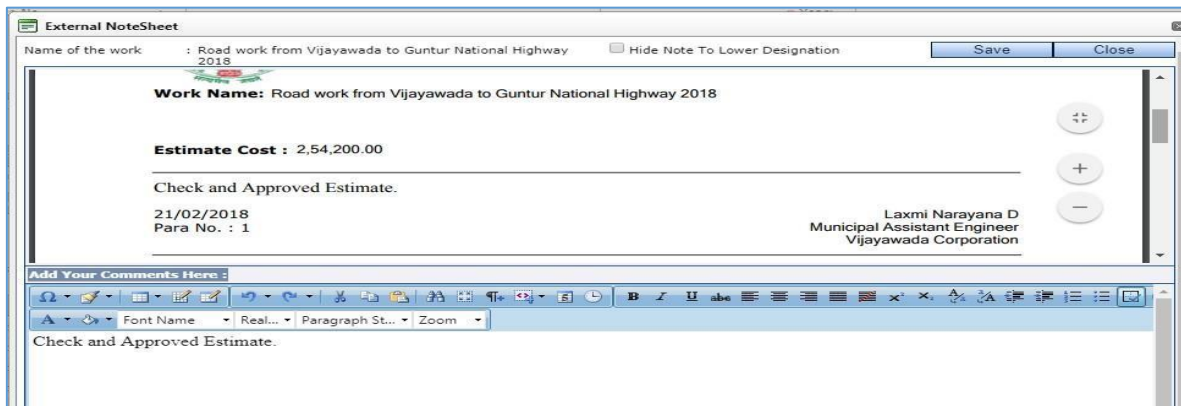
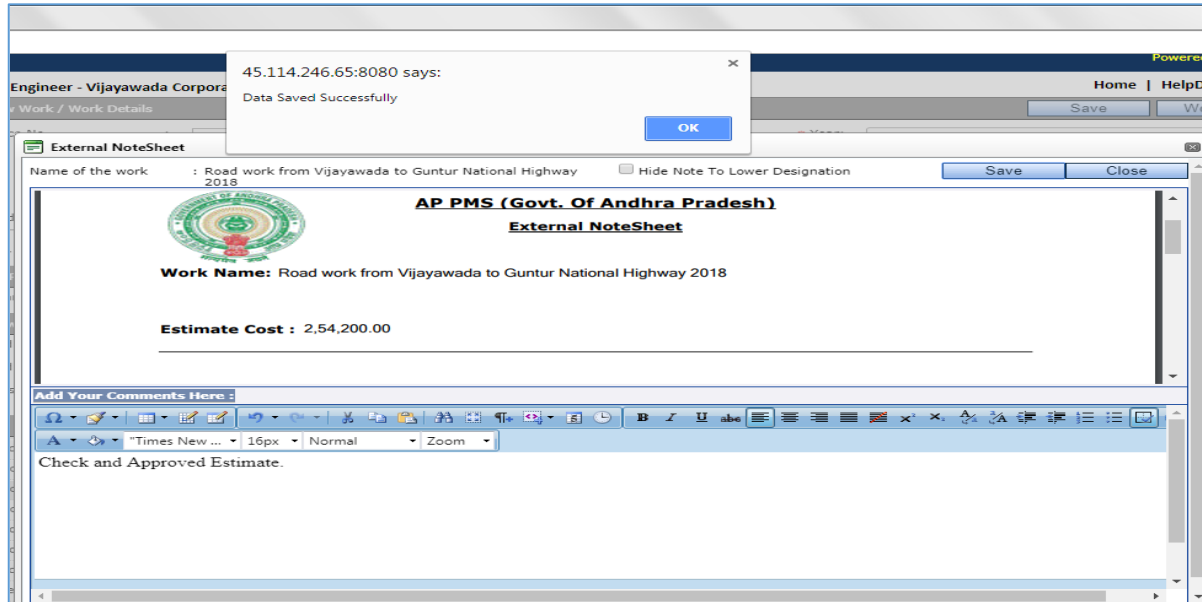
Adding Note sheet comments.

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

The screenshot shows the 'General' tab of the system. The 'Dockets' section is visible, showing a list of documents with their respective actions:

No.	Docket Name	Action
1	Administrative Approval	ByPass
2	Notesheet (Internal)	Send Forward
3	Notesheet (External)	Attachment
4	Docket Sheet	
5	Cost Estimate	
6	Cover Page	
7	Additional CC	
8	Lead Rate	

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



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 :

Send forward to Dy Exe Engi

Send Close

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

**Work Flow Details**

Send By : Laxmi Narayana D-Municipal Assistant Engineer - Vijayawada Corporation → Pending With : Narayana Murthy K-Deputy Executive Engineer M - 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

### 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 preparation.
  - 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.

AP PMS (Govt. Of Andhra Pradesh) Andhra Pradesh Project Monitoring System Powered By SoftTech

Welcome Laxmi Narayana D Municipal Assistant Engineer - Vijayawada Corporation Home | HelpDesk | Logout

Assistant Engineer Work List Filter On

Reference No. : Name : Starts With  
Year : 2017-2018 Status : All Type : All Get Works

Pending With Me Pending With Others Approved My TS

case sensitive individual cells Enter keywords to search for Filter Mark Find Clear Help

Sr. No.	Reference No.	Name	TS Amount (Rs.)	Type	Owner
1	WIN/16068/17-18	Work for Urban greening AP 2018	2,51,200.00	Parks	MAE - Vijayawada Corp - 6-Laxmi Narayana D
2	WIN/16082/17-18	Road work from Vijayawada to Guntur National Highway 2018	0.00	CC Roads	MAE - Vijayawada Corp - 6-Laxmi Narayana D

1 / 1

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

45.114.246.65:8080/main.aspx - Google Chrome

45.114.246.65:8080/main.aspx

AP PMS (Govt. Of Andhra Pradesh) **Andhra Pradesh Project Monitoring System** Powered By **SoftTech**

Welcome Laxmi Narayana D Municipal Assistant Engineer - Vijayawada Corporation Home | HelpDesk | Logout

Assistant Engineer

Assistant Engineer

- System Configuration
- EPM
  - Work List
  - Technical Sanction
  - Tender Management
  - Contract Management
  - Billing Management
- BFM
- Asset Management
- Legal
- Dashboard

Technical Sanction

Back

Work Details

Reference No. : WIN/16082/17-18 Year : 2017-2018

Name : Road work from Vijayawada to Guntur National Highway 2018

Type : CC Roads Nature : Capital Works

A & F Details

Status : Approved Approved By : J. 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

Estimate Prepared : Rs. 0.00 Estimate Sanctioned : Rs. 0.00

TS Revised TS

Sub Works

Delete

	Name	WorkType	Estimated Cost (Rs.)	Owner	Pending With / Approved By
<input type="checkbox"/>	Road work from Vijayawada to Guntur National Highway 2018	CC Roads	0	Municipal Assistant Engineer - Vijayawada Corporation	Pending With Laxmi Narayana D-VijM3972

2:55 PM 2/21/2018

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 - Google Chrome

45.114.246.65:8080/main.aspx

AP PMS (Govt. Of Andhra Pradesh) **Andhra Pradesh Project Monitoring System** Powered By **SoftTech**

Welcome Laxmi Narayana D Municipal Assistant Engineer - Vijayawada Corporation Home | HelpDesk | Logout

Assistant Engineer

Assistant Engineer

- System Configuration
- EPM
  - Work List
  - Technical Sanction
  - Tender Management
  - Contract Management
  - Billing Management
- BFM
- Asset Management
- Legal
- Dashboard

Technical Sanction

Save Back

Work Details

Name : Road work from Vijayawada to Guntur National Highway 2018

Status : Approved Approved By : J. 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

Estimate Prepared : Rs. 0.00 Estimate Sanctioned : Rs. 0.00

Sub Work Details

Code : MA&UD/TS/OFF/SN/FY/\*\*\*\*\* Type : - CC Roads

Name : Road work from Vijayawada to Guntur National Highway 2018

General Detail Estimate

General Section

Dockets Select Revision : Rev No. 0 - Rs. 0 Send Forward Assign Internal Review Attachment

1	Notesheet (Internal)	▶▶
2	Notesheet (External)	▶▶
3	Detail Estimate	▶▶
4	Technical Report	▶▶
5	Additional CC	▶▶
6	Technical Sanction 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.

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.

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.



45.114.246.65:8080/main.aspx - Google Chrome

45.114.246.65:8080/main.aspx

AP PMS (Govt. Of Andhra Pradesh) **Andhra Pradesh Project Monitoring System** Powered by **SoltTech**

Welcome Laxmi Narayana D Municipal Assistant Engineer - Vijayawada Corporation Home | HelpDesk | Logout

Technical Sanction Back

**Work Details**

Name : Road work from Vijayawada to Guntur National Highway 2018

Status : Approved Approved By : J. 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**

Estimate Prepared : Rs. 0.00 Estimate Sanctioned : Rs. 0.00

**Sub Work Details**

Code : MA&UD/TS/OFF/SN/FY/\*\*\*\*\* Type : - CC Roads

Name : Road work from Vijayawada to Guntur National Highway 2018

General **Detail Estimate**

Estimate Summary Reference Measurement Reorder Sub Estimate Sub Estimate Make Revision Reports Lead Calculation Resource Rate Import AA

Enter keywords to search for

Sr.No.	Description	Type	Active	Version
1	Road work from Vijayawada to Guntur National Highway 2018	CC Roads		2,36,975.00
				Basic Cost 2,36,975.00
				Overhead Cost 0.00
				Total Cost 2,37,000.00
				Sav 2,37,000.00

2:57 PM 2/21/2018

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

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

45.114.246.65:8080/main.aspx - Google Chrome

45.114.246.65:8080/main.aspx

AP PMS (Govt. Of Andhra Pradesh) **Andhra Pradesh Project Monitoring System** Powered by **SoltTech**

Welcome Laxmi Narayana D Municipal Assistant Engineer - Vijayawada Corporation Home | HelpDesk | Logout

Technical Sanction Save Back

**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 : 101 Dated: 21/02/2018

Flow Remarks :

Is send forward to Dy EE

Technical Sanction Order

2:58 PM 2/21/2018

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

45.114.246.65:8080/main.aspx - Google Chrome

Not secure | 45.114.246.65:8080/main.aspx

AP PMS (Govt. Of Andhra Pradesh) **Andhra Pradesh Project Monitoring System** Powered By **SoftTech**

Welcome Laxmi Narayana D Municipal Assistant Engineer - Vijayawada Corporation Home | HelpDesk | Logout

Technical Sanction Save Back

**Work Details**

Name : Road work from Vijayawada to Guntur National Highway 2018

Status : Approved Approved By : J. 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**

Estimate Prepared : 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

General Detail Estimate

**Work Flow Details**

Send By : Laxmi Narayana D-Municipal Assistant Engineer - Vijayawada Corporation → Pending With : Narayana Murthy K-Deputy Executive Engineer M - Vijayawada Corporation

Send On : 21/Feb/2018

Amount : Rs.2,37,000.00

Reference No. : 101

Action : Send Forward

Remarks : Ts send forward to Dy EE

2:58 PM 2/21/2018

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

45.114.246.65:8080/main.aspx - Google Chrome

45.114.246.65:8080/main.aspx

AP PMS (Govt. Of Andhra Pradesh) **Andhra Pradesh Project Monitoring System** Powered By **SoftTech**

Welcome Mohana Rao B Executive Engineer M - Vijayawada Corporation Dashboard Home | HelpDesk | Logout

Executive Engineer Technical Sanction Save Back

**Executive Engineer**

- System Configuration
- EPM
  - Work List
  - Technical Sanction
  - Tender Management
  - Contract Management
  - Billing Management
  - Project Management
- BFM
- Status

**Work Details**

Name : Road work from Vijayawada to Guntur National Highway 2018

Status : Approved Approved By : J. 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**

Estimate Prepared : 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

General Detail Estimate

**General Section**

Dockets Select Revision : Rev No. 0 - Rs. 237000 Concurrency Approve Assign Send Back Attachment

1	Notesheet (Internal)	▶▶
2	Notesheet (External)	▶▶
3	Detail Estimate	▶▶
4	Technical Report	▶▶
5	Additional CC	▶▶
6	Technical Sanction Order	▶▶
7	Lead Rate	▶▶

Step 12) Click on Approve button.

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

45.114.246.65:8080/main.aspx - Google Chrome

45.114.246.65:8080/main.aspx

AP PMS (Govt. Of Andhra Pradesh) **Andhra Pradesh Project Monitoring System** Powered By **SoftTech**

Welcome Mohana Rao B Executive Engineer M - Vijayawada Corporation **Dashboard** Home | HelpDesk | Logout

Executive Engineer

- System Configuration
- EPM
  - Work List
  - Technical Sanction**
  - Tender Management
  - Contract Management
  - Billing Management
  - Project Management
- BFM
- Status

Technical Sanction

Save Back

Work Details

Name : Road work from Vijayawada to Guntur National Highway 2018

**Approve**

Approved By : EEM - Mohana Rao B

Approval No. : MA&UD/TS/Y/M/\*\*\*\*\* Date of Approval : 21/02/2018

Estimated Cost : MA&UD/TS/Y/M/\*\*\*\*\*

Remarks :

Font Name Real... Paragraph St... Zoom

1

2

3

4

5

6 Technical Sanction Order

7 Lead Rate

45.114.246.65:8080/main.aspx - Google Chrome

45.114.246.65:8080/main.aspx

AP PMS (Govt. Of Andhra Pradesh) **Andhra Pradesh Project Monitoring System** Powered By **SoftTech**

Welcome Mohana Rao B Executive Engineer M - Vijayawada Corporation **Dashboard** Home | HelpDesk | Logout

Executive Engineer

- System Configuration
- EPM
  - Work List
  - Technical Sanction**
  - Tender Management
  - Contract Management
  - Billing Management
  - Project Management
- BFM
- Status

Technical Sanction

Save Back

Work Details

Name : Road work from Vijayawada to Guntur National Highway 2018

Status : Approved

Ref No. & Date : MA&UD/AS/Vijayawada Corp/18 / Date:21/02/2018

Approved By : J. Nivas-Commissioner - Vijayawada Corporation

Estimated Amount : Rs. 2,56,300.00

Technical Sanction Details

Estimate Prepared : Rs. 2,37,000.00

Estimate Sanctioned : Rs. 2,37,000.00

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

General Detail Estimate

Work Flow Details

**Send By** : Laxmi Narayana D-Municipal Assistant Engineer - Vijayawada Corporation

**Send On** : 21/Feb/2018

**Amount** : Rs.2,37,000.00

**Reference No.** : 101

**Action** : Send Forward

**Remarks** : Ts send forward to Dy EE

**Send By** : Narayana Murthy K-Deputy Executive Engineer M - Vijayawada Corporation

**Send On** : 21/Feb/2018

**Amount** : Rs.2,37,000.00

**Reference No.** : 101

**Action** : Send Forward

**Remarks** : Send forward to EE

**Approved By** : Mohana Rao B-Executive Engineer M - Vijayawada Corporation

**Approval Date** : 21/Feb/2018

**Approved Cost** : Rs.2,37,000.00

**Approval No.** : MA&UD/TS/18/02/6

**Action** : Approved

**Remarks** : Approved

## 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

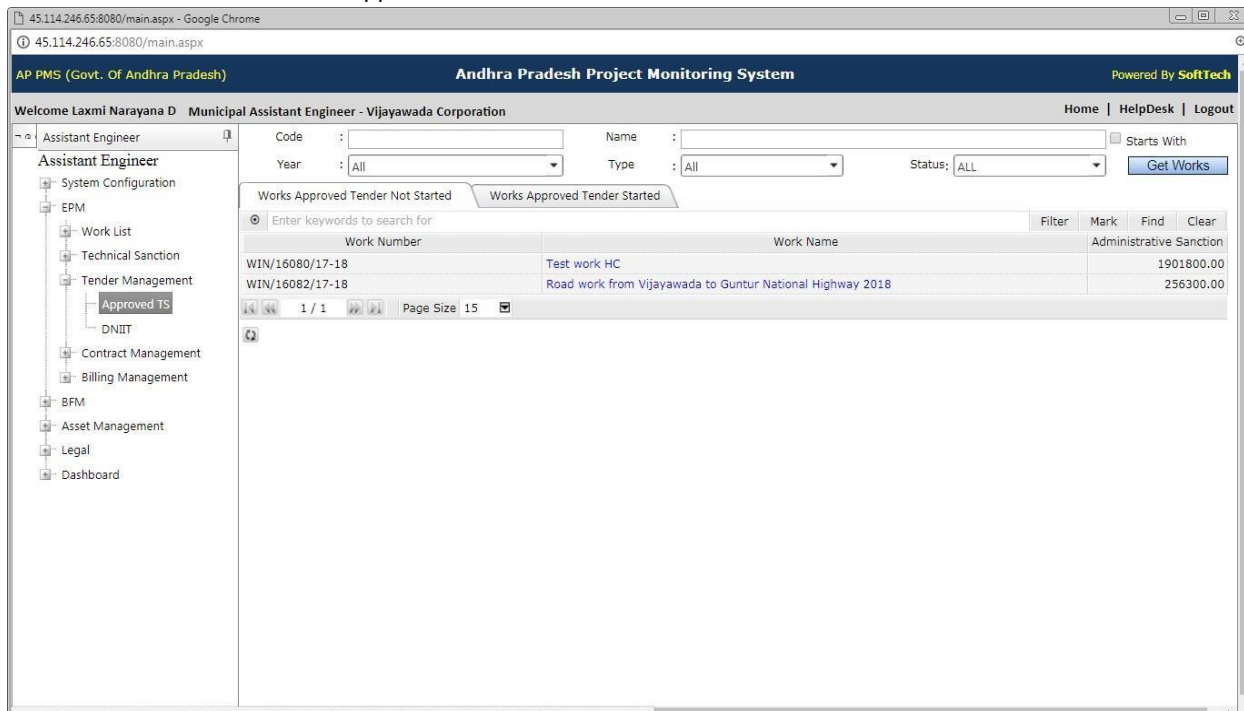
Creation of Draft Tender Papers involves capturing of various information required to create the Tender Document.

Follow the below steps to create the Draft Tender Papers.

Path: Login ->Tender Management -> Approved TS

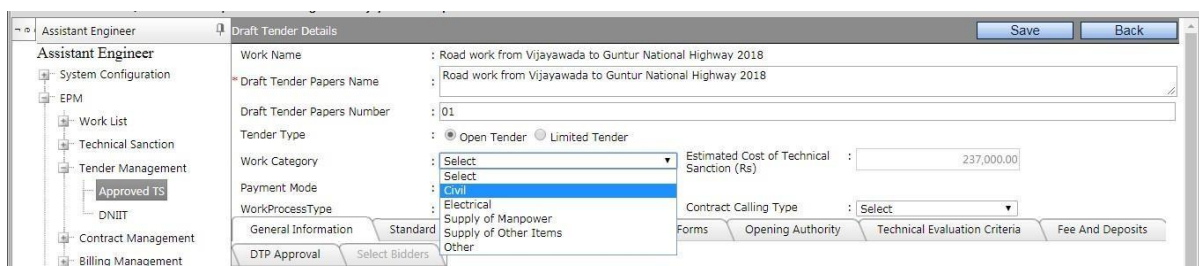
#### Step 2) Select the work for Tender creations

- 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”



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.



AP PMS (Govt. Of Andhra Pradesh)

Welcome Laxmi Narayana D Municipal Assistant Engineer - Vijayawada Corporation

Assistant Engineer

System Configuration

EPM

Work List

Technical Sanction

Tender Management

Approved TS

DNITT

Contract Management

Billing Management

BFM

Work Name

Draft Tender Papers Name

Draft Tender Papers Number

Tender Type

Work Category

Payment Mode

WorkProcessType

Estimated Cost of Technical Sanction (Rs)

Contract Calling Type

General Information

Standard Clauses

Tender Document(s)

BID Forms

Opening Authority

Technical Evaluation Criteria

Fee And Deposits

DTP Approval

Select Bidders

DTP Saved Successfully.

OK

Home | HelpDesk | Logout

Save

Back

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

AP PMS (Govt. Of Andhra Pradesh)

Welcome Laxmi Narayana D Municipal Assistant Engineer - Vijayawada Corporation

Assistant Engineer

System Configuration

EPM

Work List

Technical Sanction

Tender Management

Approved TS

DNITT

Contract Management

Billing Management

BFM

Asset Management

Legal

Dashboard

Work Category

Payment Mode

WorkProcessType

Estimated Cost of Technical Sanction (Rs)

Contract Calling Type

General Information

Standard Clauses

Tender Document(s)

BID Forms

Opening Authority

Technical Evaluation Criteria

Fee And Deposits

DTP Approval

Select Bidders

Tender Information

Registration Class

Eligibility

Concerned Office

Place Of Tender Opening

Tender Called By

Tender Attended By

Important Dates

Last date and time for receipt of application for purchasing tender papers

Replies Closure & Start Submission

Last date and time for receipt of tenders in sealed cover

Pre-Bid meeting date and time

Last date of queries to raise

Last date and time for sale of tender papers to eligible contractors only

Date and time of opening of tender

Validity of offer from the date of tender submission

Save

Step 6) Add general Details :

- Add the registrtrion class of the contratcor from dropdown list
- Enter the time for completion for the Tender excution.
- Enter the eligibility criteria for the contractor
- Click on Save the to save the general details.

Step 7) Add the Standard Clauses in tender :

- 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.

## Step 8) Add Schedule B in the Tender.

- Click on Add Button to add BOQ.
- On click of Add button you will be displayed estimates created for that work in TS.
- If you want to merge similar items from both estimates to prepare 1 BOQ, select “Merge Similar Items”.
- Click on Right Arrow -> to add the estimate in tender.

- Select the Tender Type like ItemRate/Percentage rate /EPC from drop down list and click on Save.
- System will show you pop up message for updating tender parameters. Click on OK and Update button.

45.114.246.65:8080 says

You have selected Merge option for Schedule B creation. System will Merge Similar Item recored in diffrent selected Sub Estimate(s) in to one Schedule B . Are you sure to Continue creation of Schedule B with Merge Option.

OK Cancel

Assistant Engineer - Vijayawada Corporation

Home | HelpDesk | Log

Save Back

Save Close

Schedule B

Schedule B Name

Tender Type : PercentRate Variation Factor: 0

☒ Merge Similar Item ☐ De Merge

(If Merge option is selected, System will Merge Similar Item recored in diffrent selected Sub Estimate(s) in to one Schedule B . If De Merge option is selected, System will Copy selected Sub Estimate(s) in to Schedule B .)

List of Estimates

Filter Mark Find Clear

Description	TS Approved	Amount
Road work from Vijayawada to Guntur National Highway 2018	Yes	
Road work from Vijayawada to Guntur National Highway 2018		2,36,975.00

List of Schedule B Sub Estimates

Filter Mark Find Clear

Record(s) Not Found

45.114.246.65:8080 says

You have modified the DTP amount. This will effect on certain tender parameters. Do you want to update tender parameters as per DTP amount? Click on OK to change the tender parameters. Click on Cancel to preserve the tender parameter values.

OK Cancel

Assistant Engineer - Vijayawada Corporation

Home | HelpDesk | Log

Save Back

Draft Tender Details

Work Name : Road work from Vijayawada to Guntur National Highway 2018

Draft Tender Papers Name : Road work from Vijayawada to Guntur National Highway 2018

Draft Tender Papers Number : 01

Tender Type : ☒ Open Tender ☐ Limited Tender

Work Category : Civil Estimated Cost of Technical Sanction (Rs) : 237,000.00

Payment Mode : Online

WorkProcessType : Normal Contract Calling Type : Select

General Information Standard Clauses Tender Document(s) BID Forms Opening Authority Technical Evaluation Criteria Fee And Deposits DTP Approval

Select Bidders

Schedule B

List Of Schedule B Items

Save Add Delete Update Tender Parameters

Tender Parameters

Update Close

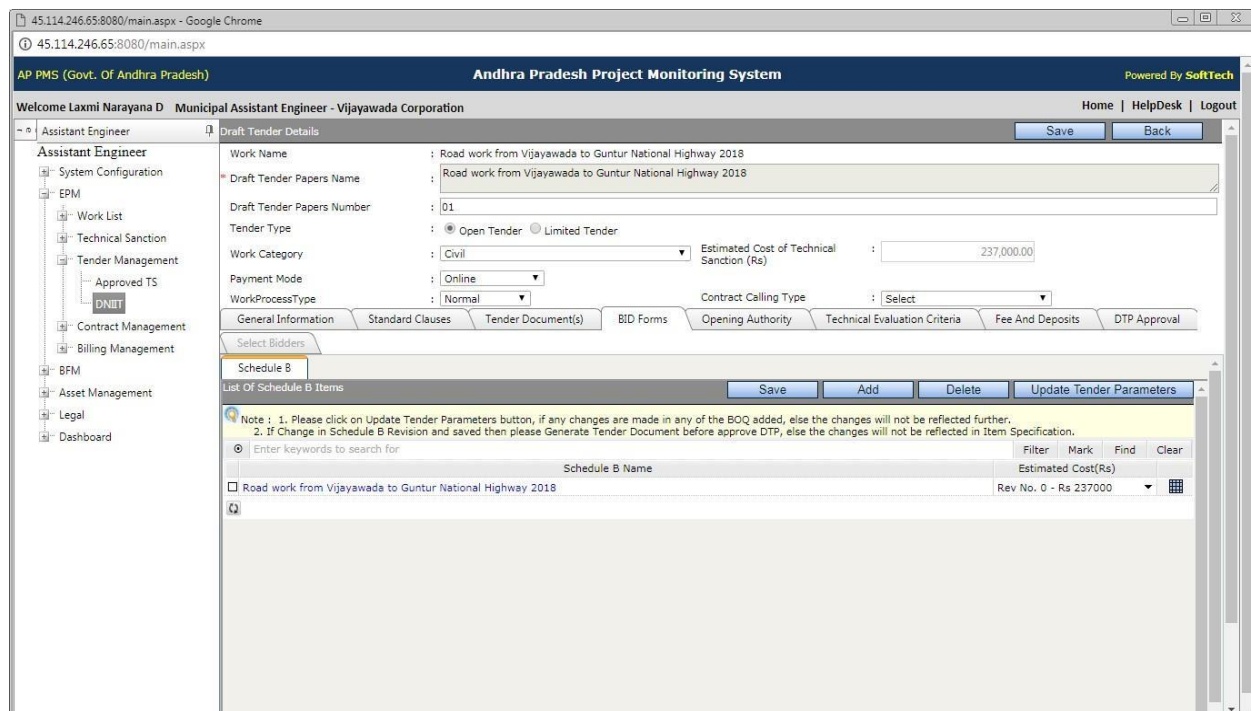
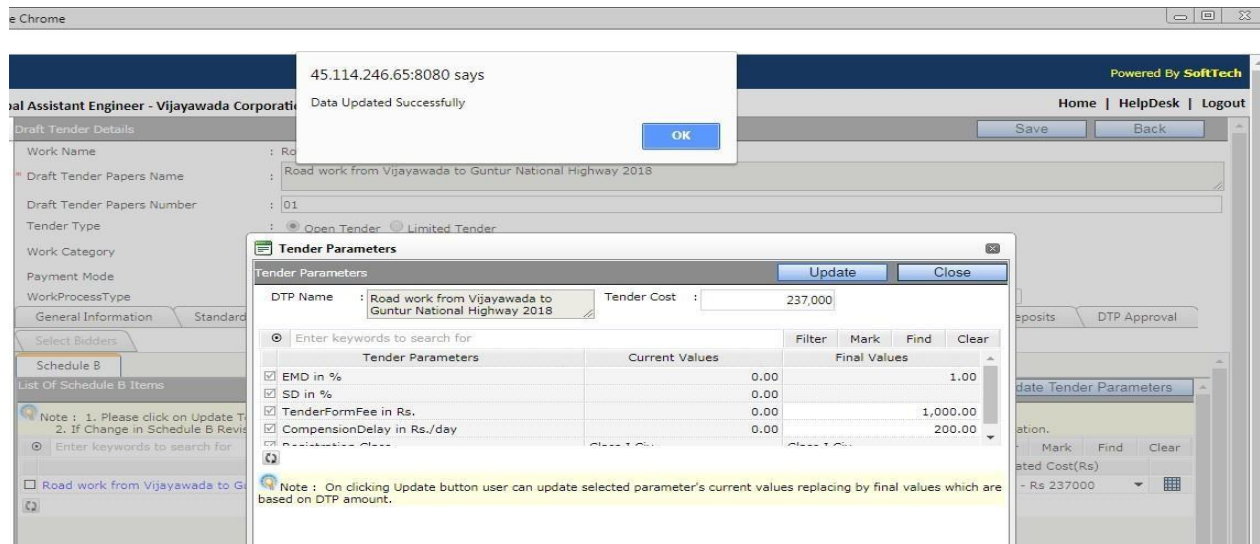
DTP Name : Road work from Vijayawada to Guntur National Highway 2018 Tender Cost : 237,000

Filter Mark Find Clear

Tender Parameters	Current Values	Final Values
<input checked="" type="checkbox"/> EMD in %	0.00	1.00
<input checked="" type="checkbox"/> SD in %	0.00	
<input checked="" type="checkbox"/> TenderFormFee in Rs.	0.00	1,000.00
<input checked="" type="checkbox"/> CompensationDelay in Rs./day	0.00	200.00
<input type="checkbox"/> Registration Class		

Note : On clicking Update button user can update selected parameter's current values replacing by final values which are based on DTP amount.





## Step 9) Adding Fees and Deposits details

- System will be shown Tender form fees
- Enter the Processing fees
- Select the EMD percentage
- Select the Security Deposits heads and enter the value for initial and final recovery percentage.

45.114.246.65:8080/main.aspx - Google Chrome

45.114.246.65:8080/main.aspx

AP PMS (Govt. Of Andhra Pradesh) **Andhra Pradesh Project Monitoring System** Powered By SoftTech

Welcome Laxmi Narayana D Municipal Assistant Engineer - Vijayawada Corporation Home | HelpDesk | Logout

Assistant Engineer

Assistant Engineer

- System Configuration
- EPM
  - Work List
  - Technical Sanction
  - Tender Management
    - Approved TS
    - DNIT
  - Contract Management
  - Billing Management
- BFM
- Asset Management
- Legal
- Dashboard

Tender Type : ☒ Open Tender ☐ Limited Tender

Work Category : Civil Estimated Cost of Technical Sanction (Rs) : 237,000.00

Payment Mode : Online

WorkProcessType : Normal Contract Calling Type : Select

General Information Standard Clauses Tender Document(s) BID Forms Opening Authority Technical Evaluation Criteria Fee And Deposits DTP Approval

Select Bidders

Fees and related details Save

Price per copy of other tender document : 1,000.00

In favour of : Payable at :

Prescribed printed form and price per copy : Processing Fees : 0.00

Depositing of asphalt fees : Required

Payment Terms and Conditions

Note : IF calculated EMD Amount is less than minimum value of EMD then EMD Amount is set to the minimum value of EMD that is defined in the application configuration.

Estimated Cost : 237,000.00 EMD Required : ☒

Earnest Money Deposit (in % of Estimated cost) : 1.00 Earnest Money Deposit (Amount in Rs.) : 2,370.00

In favour of : Payable at :

Compensation for Delay(Rs. Per Day) : 200.00 Maximum Compensation Delay (in %) : 10.00

Instructions (Refundable By DD/BG) : Refundable By DD/BG Interim Value :

Interest Rate of Mobilization : 0.00 Maximum Mobilization Advance (in %) : 0.00

Defect Liability Period : ☐

45.114.246.65:8080/main.aspx - Google Chrome

45.114.246.65:8080/main.aspx

AP PMS (Govt. Of Andhra Pradesh) **Andhra Pradesh Project Monitoring System** Powered By SoftTech

Welcome Laxmi Narayana D Municipal Assistant Engineer - Vijayawada Corporation Home | HelpDesk | Logout

Assistant Engineer

Assistant Engineer

- System Configuration
- EPM
  - Work List
  - Technical Sanction
  - Tender Management
    - Approved TS
    - DNIT
  - Contract Management
  - Billing Management
- BFM
- Asset Management
- Legal
- Dashboard

Tender Type : ☒ Open Tender ☐ Limited Tender

Work Category : Civil Estimated Cost of Technical Sanction (Rs) : 237,000.00

Payment Mode : Online

WorkProcessType : Normal Contract Calling Type : Select

General Information Standard Clauses Tender Document(s) BID Forms Opening Authority Technical Evaluation Criteria Fee And Deposits DTP Approval

Select Bidders

Payment Terms and Conditions

Note : IF calculated EMD Amount is less than minimum value of EMD then EMD Amount is set to the minimum value of EMD that is defined in the application configuration.

Estimated Cost : 237,000.00 EMD Required : ☒

Earnest Money Deposit (in % of Estimated cost) : 1.00 Earnest Money Deposit (Amount in Rs.) : 2,370.00

In favour of : Payable at :

Compensation for Delay(Rs. Per Day) : 200.00 Maximum Compensation Delay (in %) : 10.00

Instructions (Refundable By DD/BG) : Refundable By DD/BG Interim Value :

Interest Rate of Mobilization : 0.00 Maximum Mobilization Advance (in %) : 0.00

Defect Liability Period : ☐

Enter keywords to search for

Description	Mode	Percentage	Initial Percent	Filter	Mark	Find	Clear
<input type="checkbox"/> Earnest Money Deposit	Percentage	0.00	0.00				
<input type="checkbox"/> Retention Money Deposit	Percentage	0.00	0.00				
<input type="checkbox"/> Further Security Deposit	Percentage	0.00	0.00				
<input type="checkbox"/> Additional Security Deposit	Percentage	0.00	0.00				
<input type="checkbox"/> Performance Security Deposit	Percentage	0.00	0.00				

45.114.246.65:8080/main.aspx - Google Chrome

Not secure 45.114.246.65:8080/main.aspx

**AP PMS (Govt. Of Andhra Pradesh) Andhra Pradesh Project Monitoring System** Powered By **SoftTech**

Welcome **Laxmi Narayana D** Municipal Assistant Engineer - Vijayawada Corporation [Home](#) [HelpDesk](#) [Logout](#)

Assistant Engineer

Assistant Engineer

- System Configuration
- EPM
  - Work List
  - Technical Sanction
  - Tender Management
    - Approved TS
    - DNIT**
  - Contract Management
  - Billing Management
- BFM
- Asset Management
- Legal
- Dashboard

Tender Type : ☒ Open Tender ☐ Limited Tender

Work Category : Civil Estimated Cost of Technical Sanction (Rs) : 237,000.00

Payment Mode : Online

WorkProcessType : Normal Contract Calling Type : Select

General Information Standard Clauses Tender Document(s) BID Forms Opening Authority Technical Evaluation Criteria Fee And Deposits DTP Approval

Select Bidders

**Payment Terms and Conditions**

Note : IF calculated EMD Amount is less than minimum value of EMD then EMD Amount is set to the minimum value of EMD that is defined in the application configuration.

Estimated Cost : 237,000.00 EMD Required : ☒

Earnest Money Deposit (in % of Estimated cost) : 1.00 Earnest Money Deposit (Amount in Rs.) : 2,370.00

In favour of : Payable at :

Compensation for Delay(Rs. Per Day) : 200.00 Maximum Compensation Delay (in %) : 10.00

Instructions (Refundable By DD/BG) : Refundable By DD/BG Interim Value :

Interest Rate of Mobilization : 0.00 Maximum Mobilization Advance (in %) : 0.00

Defect Liability Period ☐ :

Enter keywords to search for Filter Mark Find Clear

Description	Mode	Percentage	Initial Percent	Through RA Bill	
<input type="checkbox"/> Earnest Money Deposit	Percentage	0.00	0.00		0.00
<input type="checkbox"/> Retention Money Deposit	Percentage	0.00	0.01	Through RA Bill	0.00
<input checked="" type="checkbox"/> Further Security Deposit	Percentage	12.00	6.40		5.60
<input checked="" type="checkbox"/> Additional Security Deposit	Percentage	11.00	5.40		5.60
<input checked="" type="checkbox"/> Performance Security Deposit	Percentage	10.00	4.40		5.60

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.

45.114.246.65:8080/main.aspx - Google Chrome

Not secure | 45.114.246.65:8080/main.aspx

**Andhra Pradesh Project Monitoring System** Powered By SoftTech

Welcome Laxmi Narayana D Municipal Assistant Engineer - Vijayawada Corporation

Assistant Engineer Save Back

**Assistant Engineer**

- System Configuration
- EPM
  - Work List
  - Technical Sanction
  - Tender Management
    - Approved TS
    - DNIT**
  - Contract Management
  - Billing Management
- BFM
- Asset Management
- Legal
- Dashboard

**Draft Tender Details**

Work Name : Road work from Vijayawada to Guntur National Highway 2018

\* Draft Tender Papers Name : Road work from Vijayawada to Guntur National Highway 2018

Draft Tender Papers Number : 01

Tender Type : ☒ Open Tender ☐ Limited Tender

Work Category : Civil Estimated Cost of Technical Sanction (Rs) : 237,000.00

Payment Mode : Online

WorkProcessType : Normal Contract Calling Type : Select

General Information Standard Clauses Tender Document(s) BID Forms Opening Authority Technical Evaluation Criteria Fee And Deposits DTP Approval

Select Bidders

List of Items in which Tender Clauses is changed.

Dockets ByPass Send Forward

1	Tender Documents	ByPass
2	Item Specifications	ByPass
3	Schedule B	ByPass
4	Notesheet (Internal)	ByPass
5	Attachments	ByPass
6	Schedule-B (Excel)	ByPass

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

45.114.246.65:8080/main.aspx - Google Chrome

Not secure | 45.114.246.65:8080/main.aspx

**Andhra Pradesh Project Monitoring System** Powered By SoftTech

Welcome Laxmi Narayana D Municipal Assistant Engineer - Vijayawada Corporation

Assistant Engineer Save Back

**Assistant Engineer**

- System Configuration
- EPM
  - Work List
  - Technical Sanction
  - Tender Management
    - Approved TS
    - DNIT**
  - Contract Management
  - Billing Management
- BFM
- Asset Management
- Legal
- Dashboard

**Draft Tender Details**

Work Name : Road work from Vijayawada to Guntur National Highway 2018

\* Draft Tender Paper

Tender Type : ☒ Open Tender ☐ Limited Tender

Work Category : Civil

Payment Mode : Online

WorkProcessType : Normal

General Information

Select Bidders

List of Items in which Tender Clauses is changed.

Dockets ByPass Send Forward

**Bypass**

Name Of Work : Road work from Vijayawada to Guntur National Highway 2018

Resolution No. : 1245

\* Date of Bypass : 21/02/2018

Flow Remarks :

Bypass

ByPass Close

## 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.

AP PMS (Govt. Of Andhra Pradesh) Andhra Pradesh Project Monitoring System Powered By SoftTech

Welcome Laxmi Narayana D Municipal Assistant Engineer - Vijayawada Corporation Home | HelpDesk | Logout

Assistant Engineer List of Tenders For Award

Filter On

Code : Name : Starts With Get Works

Enter keywords to search for

Tender Number	Title	Estimated Cost (Rs)
211	work flow test work	398700.00
	work flow demo as to billing	0.00
DTP-P39	Test work for Patch 39	152200.00
	test work feb 20 vij	0.00
	feb 20	0.00
125	DEMO	0.00
324	Test work for Patch 41	201200.00
	Test work 21/02	119900.00
01	Road work from Vijayawada to Guntur National Highway 2018	237000.00

1 / 1 Page Size 15

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

AP PMS (Govt. Of Andhra Pradesh) Andhra Pradesh Project Monitoring System Powered By SoftTech

Welcome Laxmi Narayana D Municipal Assistant Engineer - Vijayawada Corporation Home | HelpDesk | Logout

Assistant Engineer Work Details Acceptance Letter Save Add Contractor Delete Contractor

Name of the Project : Road work from Vijayawada to Guntur National Highway 2018

Name of the Work : Road work from Vijayawada to Guntur National Highway 2018

Estimated Cost : Rs 2,37,000.00 Tender Criteria : L1Type Tender Type : PercentRate

DTP Dates

Tender Opening Date : NIT Number :

Awarded Contractor Details

Earnest Money Deposit : Rs 2,370.00

Name	Submission Date	Payment Mode	No.	Bank Name	Date	Amount	Ref. No.	Amount
Record(s) Not Found								

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



**List**

List of Contractor Filter On

Firm Name : ALL  
 Register Office : Minister  
 Category : All  
 Average Annual Turnover (In Lacs) : 0.00  
 PAN :  
 Empaneled : ☐ From Month / Year January 2018 To Month / Year December 2018

Register Office : ALL  
 Work Type : All  
 Specialization : All  
 Solvency Amount (In Lacs) : 0.00  
 VAT :  
 Work Amount (In Lacs) : 0.00  
 Service Tax No :

Search

Select Contractor(s) from list and press OK

ABCDEFGHIJKLMNOPQRSTUVWXYZ

Name	Category	Specialization
<input type="checkbox"/> A. Niranjan Reddy	Class 1 Civ - Class 1 Civil	
<input type="checkbox"/> A.ADIYYA NAIDU	Class 1 Civ - Class 1 Civil	
<input type="checkbox"/> A.Krishna kishore	Class 1 Civ - Class 1 Civil	
<input type="checkbox"/> A.R.CONSTRUCTION	Class 1 Civ - Class 1 Civil	Civil
<input type="checkbox"/> ABI ENGINEERING CONTRACTORS	Class 1 Civ - Class 1 Civil	
<input type="checkbox"/> ali bhai pvt	Class 1 Civ - Class 1 Civil	Civil
<input type="checkbox"/> ALLURI.SURYANARAYANA RAJU	Class 1 Civ - Class 1 Civil	
<input type="checkbox"/> Anand Construction	Class 1 Civ - Class 1 Civil	Civil

Note: Contractors shown in red are deleted and black background are black listed.

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.

45.114.246.65:8080/main.aspx - Google Chrome

Not secure | 45.114.246.65:8080/main.aspx

AP PMS (Govt. Of Andhra Pradesh) Andhra Pradesh Project Monitoring System Powered By SoftTech

Welcome Laxmi Narayana D Municipal Assistant Engineer - Vijayawada Corporation Home | HelpDesk | Logout

Assistant Engineer Work Details Acceptance Letter Save Add Contractor Delete Contractor

Assistant Engineer

- System Configuration
- EPM
- Work List
- Technical Sanction
- Tender Management
  - Approved TS
  - DNITT
  - Contract Management
    - Letter of Acceptance
    - Work Order
    - Work Assignment
  - Billing Management
- BFM
- Asset Management
- Legal
- Dashboard

Name of the Project : Road work from Vijayawada to Guntur National Highway 2018

Name of the Work : Road work from Vijayawada to Guntur National Highway 2018

Estimated Cost : Rs 2,37,000.00 Tender Criteria : L1Type Tender Type : PercentRate

DTP Dates

Tender Opening Date : 28/11/2017 11:00 AM NIT Number : 1234

Awarded Contractor Details

Earnest Money Deposit : Rs 2,370.00

Name	Submission Date	Payment Mode	No.	Bank Name	Date	Amount	EMD Exemption
<input type="checkbox"/> A. Niranjan Reddy	21/02/2018	DD	2345	SBI	29/11/2017	2,370.00	0

Bid Details

List Of Schedule B : Road work from Vijayawada to Guntur National Highway 2018 (PercentRate Type) Schedule B Estimated Cost : Rs 237,000.00

Contractor Name	Percentage	Amount	Opening Rebate (%)	Net Amount	Representative	Submitted
<input type="checkbox"/> A. Niranjan Reddy	Select	0.00	2,37,000.00	0.00	2,37,000.00	0.00

Contractor Name Quoted Amount

A. Niranjan Reddy Road work from Vijayaw 0.00

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

The screenshot shows the AP PMS (Govt. Of Andhra Pradesh) interface. A confirmation dialog box is displayed in the center, stating "45.114.246.65:8080 says Details Saved Successfully." with an "OK" button. The background interface shows the user is logged in as "Assistant Engineer - Vijayawada Corporation". The "Estimated Cost" is Rs 2,37,000.00. The "Tender Opening Date" is 28/11/2017 at 11:00 AM. The "Tender Type" is PercentRate and the "NIT Number" is 1234.

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

The screenshot shows the AP PMS (Govt. Of Andhra Pradesh) interface. The user is logged in as "Assistant Engineer - Vijayawada Corporation". The "Letter of Acceptance" option is selected in the left sidebar. The main area displays the "Bid Details" for the "Road work from Vijayawada to Guntur National Highway 2018 (PercentRate Type)". The "List of Schedule B" shows a single entry for "A. Niranjan Reddy" with a "Percentage" of "Above" and a "Quoted Amount" of "2,62,003.50". The "Submitted" amount is also "2,62,003.50". The "Dockets" section shows two items: "Notesheet (Internal)" and "Acceptance Letter".

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

The screenshot shows the "Approval Flow" dialog box. It contains the following fields and values:

- Name of Project: Road work from Vijayawada to Guntur National Highway 2018
- Office: ULBs
- Name: Vijayawada Corporation
- Designation: Executive Engineer M
- Approved By: Executive Engineer M - Vijayawada Corporation - Mohana Rao B
- Approval No.: 4152
- Date of Approval: 21/02/2018
- Old Reference No.: 65454
- Amount: 262,003.50
- Remarks: (Empty field)

At the bottom of the dialog box, there are two buttons: "Approve" and "Close".

## 7. Work Order (WO)

Agreement:

45.114.246.65:8080/main.aspx - Google Chrome

45.114.246.65:8080/main.aspx

AP PMS (Govt. Of Andhra Pradesh) **Andhra Pradesh Project Monitoring System** Powered By **SoftTech**

Welcome Mohana Rao B Executive Engineer M - Vijayawada Corporation Dashboard Home | HelpDesk | Logout

Executive Engineer

List of Work Order Filter On

Work Order Status : All Work Type : All

Post : Executive Engineer M - Vijayawada Corporation Work Order No. :

Budget Year : All

Get Works

Pending With Me Pending With Others Approved My Jobs

Sr.No.	WIN Number	Work Order No.	Description	NIT Number	Agreement Status
1	WIN/16082/17-18		Road work from Vijayawada to Guntur National Highway 2018		Agreement Pending WorkOrder Pending

Executive Engineer

- System Configuration
- EPM
  - Work List
  - Technical Sanction
  - Tender Management
  - Contract Management
    - Acceptance(General Flow)
    - Letter of Acceptance
    - Agreement
    - Work Order
    - Work Assignment
  - Billing Management
  - Project Management
- BFM
- Status

javascript:Navitate("/apTendering/TenderOnenning/WO/idx.aspx?Anctatic=6/R/ModFlan=6/R/Hrefz=CMS/WorkOrder/AgreementWO.aspx?accpec=31")

45.114.246.65:8080/main.aspx - Google Chrome

Not secure | 45.114.246.65:8080/main.aspx

AP PMS (Govt. Of Andhra Pradesh) 45.114.246.65:8080 says Data Saved Successfully. Home | HelpDesk | Logout

Welcome Mohana Rao B Executive Engineer M - Vijayawada Corporation

Executive Engineer

Work Order Details

Work Name : R Contractor Name : A. Niranan Reddy

Agreement Details

Agreement Status : ☒ Done ☐ Pending

Agreement Number : 2018/1245 Agreement Date : 28/11/2017

Agreement Stamp Duty Amount : 1,000 Agreement Stamp No. : 2018/5896

Estimated Amount : 2,36,975.00 Accepted Date : 29/11/2017

Accepted Rate : Above 10.55 (%) Accepted Amount : 262,003.50

Date of Commencement : 29/11/2017 Time Limit : 365 Days

Date of Completion : 29/11/2017 Date of Handing Over : 28/11/2017

Executive Engineer

- System Configuration
- EPM
  - Work List
  - Technical Sanction
  - Tender Management
  - Contract Management
    - Acceptance(General Flow)
    - Letter of Acceptance
    - Agreement
    - Work Order
    - Work Assignment
  - Billing Management
  - Project Management
- BFM
- Status

Download Agreement Save



Work Order:

Prepare the WO.

Step1) Click in Contract Management -> Work order

The screenshot shows the 'Andhra Pradesh Project Monitoring System' dashboard. The user is logged in as 'Executive Engineer M - Vijayawada Corporation'. The left sidebar shows the 'Contract Management' menu. The main area displays a 'List of Work Order Filter On' with filters for 'Work Order Status', 'Post', 'Budget Year', 'Work Type', and 'Work Order No.'. Below the filters, there are tabs for 'Pending With Me', 'Pending With Others', 'Approved', and 'My Jobs'. The 'Pending With Me' tab is selected, showing a table with columns: 'Sr.No.', 'WIN Number', 'Work Order No.', 'Description', 'NIT Number', and 'Aggrement Status'. The table contains one entry: '1', 'WIN/16082/17-18', 'Road work from Vijayawada to Guntur National Highway 2018', and 'Agreement Done WorkOrder Pending'.

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.

The screenshot shows the 'Work Order Details' form. The form is divided into several sections: 'Work Order Details', 'Agreement Details', 'Receivable Deposit Details', and 'Mandatory Work Order Conditions For Approval'. The 'Work Order Details' section includes fields for 'Work Name', 'Contractor Name', 'Work Order Details', and 'Dated'. The 'Agreement Details' section includes fields for 'Agreement Status', 'Agreement Number', 'Agreement Date', 'Estimated Amount', 'Accepted Date', 'Accepted Rate', 'Accepted Amount', 'Date of Commencement', 'Time Limit', 'Date of Completion', and 'Project Plan'. The 'Receivable Deposit Details' section includes a table for 'Mandatory Work Order Conditions For Approval'. The 'Mandatory Work Order Conditions For Approval' section includes a table with columns: 'Sr.No.', 'Condition', and 'Status'. The table contains five entries: '1', 'Enter Work Order Number.', 'Status', '2', 'Select Work Order Date.', 'Status', '3', 'Initial Deposit Not Recovered For Further Security Deposit. To Enter The Deposit Recovery Details Click On Mode of Recovery.', 'Status', '4', 'Initial Deposit Not Recovered For Additional Security Deposit. To Enter The Deposit Recovery Details Click On Mode of Recovery.', 'Status', and '5', 'Initial Deposit Not Recovered For Performance Security Deposit. To Enter The Deposit Recovery Details Click On Mode of Recovery.', 'Status'. The bottom of the form has buttons for 'ByPass', 'Send Forward', 'Assign', and '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.

45.114.246.65:8080/main.aspx - Google Chrome

Not secure | 45.114.246.65:8080/main.aspx

AP PMS (Govt. Of Andhra Pradesh) Andhra Pradesh Project Monitoring System Powered By SoftTech

Welcome Mohana Rao B Executive Engineer M - Vijayawada Corporation Dashboard Home | HelpDesk | Logout

Executive Engineer

Executive Engineer

System Configuration

EPM

Work List

Technical Sanction

Tender Management

Contract Management

Acceptance (General Flow)

Letter of Acceptance

Agreement

Work Order

Work Assignment

Billing Management

Project Management

BFM

Status

Work Order Details

Work Order Details : EENO/17-18/120

Dated : 29/11/2017

Agreement Details

(All Amounts are in Rs)

Agreement Status : ☒ Done ☐ Pending

Agreement Number : 2018/1245

Agreement Date : 28/11/2017

Estimated Amount : 2,37,000.00

Accepted Date : 29/11/2017

Accepted Rate : Above 10.55 (%)

Accepted Amount : 262,003.5

Date of Commencement : 29/11/2017

Date of Completion : 29/11/2017

Time Limit : 365 Days Including Monsoon

Project Plan : Not Required

Receivable Deposit Details

SrNo	Description	Mode	Total To Be Recoverd	Initial To Be Recoverd	Final To Be Recoverd	Total Recoverd Amount	Recovery Mode
			Percent	Amount	Percent	Amount	
1	Further Security Deposit	1	12	31,440.42	6.4	16,769.00	5.6
2	Additional Security Deposit	1	11	28,820.39	5.4	14,149.00	5.6
3	Performance Security Deposit	1	10	26,200.35	4.4	11,529.00	5.6

Mandatory Work Order Conditions For Approval

Conditions

- Initial Deposit Not Recovered For Further Security Deposit. To Enter The Deposit Recovery Details Click On Mode of Recovery.
- Initial Deposit Not Recovered For Additional Security Deposit. To Enter The Deposit Recovery Details Click On Mode of Recovery.
- Initial Deposit Not Recovered For Performance Security Deposit. To Enter The Deposit Recovery Details Click On Mode of Recovery.

45.114.246.65:8080//Tendering/TenderOpenin/ardWO.aspx?accwss=31&ContractId=810&workStatus=0&SnId=18254&DTPI=13542&OutwardNo=False&ShowWorkType=0&ShowWorkOrderBuDTP=0#

- 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.

Receivable Deposit Details

Further Security Deposit Details

BOQ: To Be Recoverd: 16769

Save Add Delete

☒ case sensitive ☐ individual cells ☒ Enter keywords to search for

Filter Mark Find Clear Help

Purpose	Amount	NO	Validity	BankName
Bank Guarantee	16,769.00	7868	27/12/2018	SBI

- 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

AP PMS (Govt. Of Andhra Pradesh) **Andhra Pradesh Project Monitoring System** Powered By **SoftTech**

Welcome Mohana Rao B Executive Engineer M - Vijayawada Corporation Dashboard Home | HelpDesk | Logout

Executive Engineer

System Configuration

EPM

Work List

Technical Sanction

Tender Management

Contract Management

Acceptance (General Flow)

Letter of Acceptance

Agreement

Work Order

Work Assignment

Billing Management

Project Management

BFM

Status

Work Order Details

Work Name : Road work from Vijayawada to Guntur National Highway 2018

Contractor Name : A. Niranjan Reddy

Work Order Details

Work Order Details : EENO/17-18/120

Dated : 29/11/2017

Agreement Details (All Amounts are in Rs)

Agreement Status : ☒ Done ☐ Pending

Agreement Number : 2018/1245

Agreement Date : 28/11/2017

Estimated Amount : 2,37,000.00

Accepted Date : 29/11/2017

Accepted Rate : Above 10.55 (%)

Accepted Amount : 262,003.5

Date of Commencement : 29/11/2017

Time Limit : 365 Days Including Monsoon

Date of Completion : 29/11/2017

Project Plan : Not Required

Receivable Deposit Details

SrNo	Description	Mode	Total To Be Recovered Percent	Amount	Initial To Be Recovered Percent	Amount	Final To Be Recovered Percent	Amount	Total Recovered Amount	Recovery Mode
1	Further Security Deposit	1	12	31,440.42	6.4	16,769.00	5.6	14,673.00	16769	
2	Additional Security Deposit	1	11	28,820.39	5.4	14,149.00	5.6	14,673.00	14149	
3	Performance Security Deposit	1	10	26,200.35	4.4	11,529.00	5.6	14,673.00	11529	

Mandatory Work Order Conditions For Approval

Conditions

Record(s) Not Found

45.114.246.65:8080/ie/Tenderinn/TenderOneninn/addWO.aspx?access=31&ContractorId=810&workStatus=0&SolidId=18254&DTPIId=135429&OutwardNo=False&ShowWorkType=0&ShowWorkOrderRuDTPI=0#

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

45.114.246.65:8080/main.aspx - Google Chrome  
Not secure | 45.114.246.65:8080/main.aspx

AP PMS (Govt. Of Andhra Pradesh) 45.114.246.65:8080 says Data saved successfully

Welcome Mohana Rao B Executive Engineer M - Vijayawada Corporation Home | HelpDesk | Logout

Executive Engineer

System Configuration

EPM

Work List

Technical Sanction

Tender Management

Contract Management

Acceptance (General Flow)

Work Order Details

Work Name : Road work

Contractor Name : A. Niranjan Reddy

Work Order Details

Work Order Details : EENO/17-18/120

Dated : 29/11/2017

Agreement Details (All Amounts are in Rs)

Agreement Status : ☒ Done ☐ Pending

Save

Draft Work Order

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.

Work Assignment

Billing Management

Project Management

BFM

Status

Receiveable Deposit Details

SrNo	Description	Mode	Total To Be Recoverd		Initial To Be Recoverd		Final To Be Recoverd		Total Recoverd Amount	Recovery Mode
			Percent	Amount	Percent	Amount	Percent	Amount		
1	Further Security Deposit	1	12	31,440.42	6.4	16,769.00	5.6	14,673.00	16769	
2	Additional Security Deposit	1	11	28,820.39	5.4	14,149.00	5.6	14,673.00	14149	
3	Performance Security Deposit	1	10	26,200.35	4.4	11,529.00	5.6	14,673.00	11529	

Mandatory Work Order Conditions For Approval

Conditions

Record(s) Not Found

Dockets

ByPassSend ForwardAssignAttachment

## 8. How to Create MB

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

The screenshot shows the 'List of Work Filter On' window. On the left is a tree view with 'AddMB' selected. The main area contains filter fields: Work Code No., Work Order Status (All), Office Category (Engineer-In-Chief), Post (ALL), Budget Year (All), and Bill Unique No. There are also fields for Work Type (All) and Office (ALL). A 'Get Works' button is at the bottom right. Below the filters are tabs: 'Pending With Me', 'Pending With Others', 'Approved', and 'My Jobs'. The 'Approved' tab is active, showing a table of work items.

Sr. No.	Work Order No.	Description	Agreement Status
1	EENO/17-18/79	test work 1	Agreement Done WorkOrder Issued
2	121212	Amit RAi test work for BOQ Import Item Rate 2	Agreement Done WorkOrder Issued
3	12121	Amit RAi test work for BOQ Import Percentage Rate	Agreement Done WorkOrder Issued
4	4545	Percet Rate work test	Agreement Done WorkOrder Issued
5	2323	TEST WROK 2 29122017	Agreement Done WorkOrder Issued
6	33	Construction of work at Guntur	Agreement Done WorkOrder Issued
7	12345678	Test Entry construction of Shopping Complex	Agreement Done WorkOrder Issued
8	0002	AP PMS Test work @ 1:09Pm 5 Jan 2018	Agreement Done WorkOrder Issued

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

The screenshot shows the 'Work Details' window for 'Construction of work at Guntur'. It has tabs for 'MB Entries Details', 'Reference Measurement', and 'Delete'. The 'MB Entries Details' tab is active, showing a table with columns: RE No, RE Date, Book No., Page No., Created By., and RE Items. A message 'Record(s) Not Found' is displayed. The 'Add Record Entry' button is visible at the top right of the table area.

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

The screenshot shows the 'Add/Update Record Entry' dialog box. It has a 'Save' button at the top right. The fields are: Record Entry No. (2), Record Entry Date (01/01/2018), Measurement From Date (01/01/2018), Measurement To Date (01/01/2018), and MB No. (121). Each date field has a calendar icon next to it.

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

Work Details

Work Name : Construction of work at Guntur

MB Entries Details

Buttons: Add Record Entry, Reference Measurement, Delete

Search: ☐ case sensitive ☐ individual 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

Work Name : Construction of work at Guntur

Buttons: Save, Back

Item Measurement Details

Tender: ☐ Long Description ☒ Short Description

Search: ☐ case sensitive ☐ individual cells Enter keywords to search for

Filter Mark Find Clear Help

Buttons: Select Items

Sr.No.	Item Description	Tender Quantity	Quantity	Rate	Unit	Total	Measurement Book
							Book No. Page 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 Items

Buttons: Select, Close

BOQ Items

Search: ☐ case sensitive ☐ individual cells Enter keywords to search for

Filter Mark Find Clear Help

<input type="checkbox"/>	SrNo	Code	Item Description	Quantity	Unit	Rate
	1	1	Earth Work			
	1.1	1-1	SubGroup Earth Work1			
<input type="checkbox"/>	1.1.1	1-1-1	Earth Work Item A -In DTP	2150	sqm	120.25
<input type="checkbox"/>	1.1.2	1-1-2	Earth Work Item B - In DTP	2150	sqm	245.45
	1.2	1-2	SubGroup Earth Work 2			
<input type="checkbox"/>	1.2.1	1-2-1	Earth Work C - In DTP	2150	cum	345.35
<input type="checkbox"/>	1.2.2	1-2-2	Earth Work D - In DTP	2150	cum	384.38
<input type="checkbox"/>	2	2	TEST ITEM a	2150	sqm	120.25
<input type="checkbox"/>	3	3	TEST ITEM B	2150	sqm	120.25
<input type="checkbox"/>	4	4	TEST ITEM C	2150	sqm	120.25
<input type="checkbox"/>	5	5	TEST ITEM D	2150	sqm	120.25

1 / 1

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



Record Entry Details Save Back

Work Name : TEST WROK 2 29122017

Item Measurement Details

Tender Extra Long Description Short Description Select Items

☒ case sensitive ☐ individual cells ☐ Enter keywords to search for

Sr.No.	Item Description	Tender Quantity	Quantity	Rate	Unit	Total	Measurement Book	
							Book No.	Page No.
2	TEST ITEM a	2,150.00	0.00	120.25	sqm	0.00		0
3	TEST ITEM B	2,150.00	450.00	120.25	sqm	54,112.50		0
4	TEST ITEM C	2,150.00	155.32	120.25	sqm	18,677.23		0
5	TEST ITEM D	2,150.00	0.00	120.25	sqm	0.00		0

Measurements  
Delete Item  
Cancel

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

Measurement Sheet

Item Description : TEST ITEM D  
Item Code : 5  
Item Unit : sqm

Default Group Group : sqm  
Measurement Unit

Add Delete References Standard Measurement Save Close

Sr. No.	Description	No	Length	Width	Depth	Sub Total	Last Verified By	Verified
1		0.000				0.000		<input type="checkbox"/>

	Default Group	Total
Group Quantity	0.000	0.000
Quantity	0.000	0.000

Help : For update total quantity click on Update Quantity button.  
\* To record measurement in unit other than Item unit.  
\* Kindly do not use blank spaces and characters while entering numerical data.

Update Quantity 0  
Say Quantity : 100.00

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

Record Entry Details Save Back

Work Name : TEST WROK 2 29122017

Item Measurement Details

Tender Extra Long Description Short Description Select Items

☒ case sensitive ☐ individual cells ☐ Enter keywords to search for

Sr.No.	Item Description	Tender Quantity	Quantity	Rate	Unit	Total	Measurement Book	
							Book No.	Page No.
2	TEST ITEM a	2,150.00	0.00	120.25	sqm	0.00		0
3	TEST ITEM B	2,150.00	450.00	120.25	sqm	54,112.50		0
4	TEST ITEM C	2,150.00	155.32	120.25	sqm	18,677.23		0
5	TEST ITEM D	2,150.00	100.00	120.25	sqm	12,025.00		0

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

OLD data entry

EPM

Work List

Billing Management

**E-MB**

AddMb

Billing

Tender Items

List of Work Filter On

Work Code No. :

Work Order Status : All

Office Category : Engineer-In-Chief

Post : ALL

Budget Year : All

Bill Unique No. :

Work Type : All

Office : ALL

Work Order No. :

Get Works

Pending With Me

Pending With Others

Approved

My Jobs

case sensitive, individual cells Enter keywords to search for

Sr. No.	Work Order No.	Description	Agreement Status
1	EENO/17-18/79	test work 1	Agreement Done WorkOrder Issued
2	WO/26122017	test work on 26122017	Agreement Done WorkOrder Issued
3	121212	Amit RAI test work for BOQ Import Item Rate 2	Agreement Done WorkOrder Issued
4	12121	Amit RAI test work for BOQ Import Percentage Rate	Agreement Done WorkOrder Issued
5	2016-eng11-99-384	Providing Drinking Water Facilities to the residents of ground,1st and 2nd floors group house of Zone-II in A.K.C Colony.	Agreement Done WorkOrder Issued
6	33	Construction of work at Guntur	Agreement Done WorkOrder Issued
7	0002	AP PMS Test work @ 1:09Pm 5 Jan 2018	Agreement Done WorkOrder Issued
8	EENO/17-18/81	Providing basic infrastructure facilities Viz. Roads, Drains, Water Supply and Street lights in Rehabilitation layouts in Abbarajupalem Village	Agreement Done WorkOrder Issued

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

OLD data entry

OLD data entry

EPM

Work List

Billing Management

**E-MB**

AddMb

Billing

Tender Items

List of Bill Forms

Work Name : AP PMS Test work @ 1:09Pm 5 Jan 2018

Bill Detail List

Open New Bill

Delete

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

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.

List of Bill Forms

Work Name : AP PMS Test work @ 1:09Pm 5 Jan 2018

Bill Detail List Open New Bill Delete

	Bill Number	Bill Date	Amount (Rs.)	Approve Status	Created By	Pending With
<input type="checkbox"/>	Running Bill No-1	28/Nov/2017	0.00	Notinitialized -- > MB Check	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.

Work Details Report

Work Name : test work 1

Record Entries Details For Running Bill No-2 Add Record Entry Add Un-Billed REs Reference Measurement Abstract Delete Back

☒ case sensitive ☐ individual cells ☐ Enter keywords to search for Filter Mark Find Clear Help

	RE No.	RE Date	Book No.	Page No.	Created By	RE Items
<input checked="" type="checkbox"/>	10	04/Dec/2017	235	23 - 27	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
<input checked="" type="checkbox"/>	3	03/Dec/2017		0 - 0	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
<input checked="" type="checkbox"/>	4	05/Dec/2017	121	1 - 4	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
<input checked="" type="checkbox"/>	5	06/Dec/2017		0 - 0	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
<input checked="" type="checkbox"/>	6	08/Dec/2017	1	12 - 17	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
<input checked="" type="checkbox"/>	7	08/Dec/2017		0 - 0	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
<input checked="" type="checkbox"/>	8	04/Dec/2017	345	22 - 27	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
<input checked="" type="checkbox"/>	9	15/Dec/2017	1,2	1 - 12	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	

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

Work Details Report

Work Name : test work 1

Record Entries Details For Running Bill No-2 Add Record Entry Add Un-Billed REs Reference Measurement Abstract Delete Back

☒ case sensitive ☐ individual cells ☐ Enter keywords to search for Filter Mark Find Clear Help

	RE No.	RE Date	Book No.	Page No.	Created By	RE Items
<input checked="" type="checkbox"/>	10	04/Dec/2017	235	23 - 27	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
<input checked="" type="checkbox"/>	3	03/Dec/2017		0 - 0	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
<input checked="" type="checkbox"/>	4	05/Dec/2017	121	1 - 4	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
<input checked="" type="checkbox"/>	5	06/Dec/2017			EER-in-CHIEF-Nagesh Babu Reddy	
<input checked="" type="checkbox"/>	6	08/Dec/2017	1		EER-in-CHIEF-Nagesh Babu Reddy	
<input checked="" type="checkbox"/>	7	08/Dec/2017			EER-in-CHIEF-Nagesh Babu Reddy	
<input checked="" type="checkbox"/>	8	04/Dec/2017	345		EER-in-CHIEF-Nagesh Babu Reddy	
<input checked="" type="checkbox"/>	9	15/Dec/2017	1,2		EER-in-CHIEF-Nagesh Babu Reddy	

Message from webpage

Do You Want To Select Old Record Entries?

OK Cancel

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

UnBilled Record Entry(s) List Save Close

Select Record Entry(s) From List And Click On Save Button.

	RE Date	Book No.	Page No.
<input checked="" type="checkbox"/>	06/Dec/2017	1	10-12

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

Work Name : test work 1

Record Entries Details For Running Bill No-2

[Add Record Entry](#) [Add Un-Billed REs](#) [Reference Measurement](#) [Abstract](#) [Delete](#) [Back](#)

☒ case sensitive ☐ individual cells Enter keywords to search for

RE No.	RE Date	Book No.	Page No.	Created By	RE Items
<input checked="" type="checkbox"/> 10	04/Dec/2017	235	23 - 27	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
<input type="checkbox"/> 11	06/Dec/2017	1	10 - 12	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
<input checked="" type="checkbox"/> 3	03/Dec/2017		0 - 0	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
<input checked="" type="checkbox"/> 4	05/Dec/2017	121	1 - 4	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
<input checked="" type="checkbox"/> 5	06/Dec/2017		0 - 0	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
<input checked="" type="checkbox"/> 6	08/Dec/2017	1	12 - 17	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
<input checked="" type="checkbox"/> 7	08/Dec/2017		0 - 0	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
<input checked="" type="checkbox"/> 8	04/Dec/2017	345	22 - 27	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
<input checked="" type="checkbox"/> 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.

Abstract Measurement Book For Running Bill No-2

[Save](#) [Report](#) [Back](#)

Work Name : test work 1

\* Bill Date : 15/12/2017 \* Bill From Date : 03/12/2017 \* Bill To Date : 15/12/2017

\* Bill MB No. : 1 \* MB Page From : 2 \* MB Page To : 3

Work Done [Variation Item](#) [Extra Item](#) ☐ Long Description ☒ Short Description

Sr.No.	Item Description	Unit	Quantity				Rate	Amount		
			Tender	Previous	Current	Cummlative		Cummlative	Previous	Current
1	Item no 1 - Earth Work exacatvation	cum	82.47	59.00	12.00	71.00	198.78	14,113.68	11,682.00	2,431.68
2	Item no 2- Dismnating of brick	cum	75.00	0.00	75.00	75.00	347.39	26,054.25	0.00	26,054.25
3	Item no 3- providing CC 136	m	27.00	27.00	0.00	27.00	4,010.00	1,08,270.00	1,09,415.34	-1,145.34
<b>Bidder Rate 2 % Below</b>						<b>Total Amount :</b>		1,48,437.93	1,21,097.34	27,340.59
						<b>Quoted Amount :</b>		1,45,469.17	1,18,675.39	26,793.78

Abstract Summary [Update Amount](#)

	Current Bill	Till Last Bill	Cumulative		Current Bill	Till Last Bill	Cumulative
1. Tender Item	26,793.78	1,18,675.39	1,45,469.17	5. Work Done Amount = ( 1 + 2 + 3 + 4 )	78,07,128.26	1,91,618.95	79,98,747.21
2. Variation Item	77,80,334.48	72,943.56	78,53,278.04	6. Not Measured Item Advance	0.00	0.00	0.00
3. Extra Item	0.00	0.00	0.00	7. Gross Amount	78,07,128.26	1,91,618.95	79,98,747.21
4. Deviated Item	0.00	0.00	0.00				

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.

**Payment By Full/Part/Reduce Rate**

Running Bill No-2 Item Part Rate Detail

Description : Item no 3- providing CC 136

Tender Rate (Rs)(B) : 4,052.42 Cummalative Quantity : 27 (m)

Rate (Rs) : 4,010.00 Reduce Rate : 4,052.42

Part Rate Details (All Amount's are in Rs)

Quantity.	Current Rate	Amount	Reason
27.00	4,010.00	1,08,270.00	
<b>Cumulative Amount</b>		1,08,270.00	
<b>Previous Paid Amount</b>		1,09,415.34	
<b>Current Amount</b>		-1,145.34	

Buttons: Save, Attachment, Close, Add, Delete

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

Work Name : test work 1

Bill Detail List

Bill Number	Bill Date	Amount (Rs.)	Approve Status	Created By	Pending With
Running Bill No-2	15/Dec/2017	78,07,128.26	NotInitialed --> MB Check	Nagesh Babu Reddy-Executive Engineer (PH) - ENGINEER-in-CHIEF	Nagesh Babu Reddy-Executive Engineer (PH) - ENGINEER-in-CHIEF
Running Bill No-1	02/Dec/2017	1,91,518.95	Bypass Approved --> MB Check	Nagesh Babu Reddy-Executive Engineer (PH) - ENGINEER-in-CHIEF	Nagesh Babu Reddy-Executive Engineer (PH) - ENGINEER-in-CHIEF

Buttons: Open New Bill, Delete

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.

**Abstract Details**

Work Name : test work 1

Abstract Amount : 78,07,128.26

Buttons: Back, ByPass, Send Forward, Assign, Internal Review, Attachment

Dockets	
1	Variation Statement
2	Material Recovery Statement
3	Theoretical Consumption Statement
4	RA Bill
5	Material Advance
6	Notesheet (Internal)

Work Flow Details





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

Sr. No.	Work Order No.	Description	Agreement Status
1	EENO/17-18/79	test work 1	Agreement Done WorkOrder Issued
2	121212	Amit RAI test work for BOQ Import Item Rate 2	Agreement Done WorkOrder Issued
3	12121	Amit RAI test work for BOQ Import Percentage Rate	Agreement Done WorkOrder Issued
4	4545	Percet Rate work test	Agreement Done WorkOrder Issued
5	2323	TEST WROK 2 29122017	Agreement Done WorkOrder Issued
6	33	Construction of work at Guntur	Agreement Done WorkOrder Issued
7	12345678	Test Entry construction of Shopping Complex	Agreement Done WorkOrder Issued
8	0002	AP PMS Test work @ 1:09Pm 5 Jan 2018	Agreement Done WorkOrder Issued

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

RE No.	RE Date	Book No.	Page No.	Created By.	RE Items
Record(s) Not Found					

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

Record Entry Details	
* 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 : Construction of work at Guntur

MB Entries Details

☐ case sensitive ☐ individual cells ☐ Enter keywords to search for

RE No. RE Date Book No. Page No. Created By.

☐ 2 01/Jan/2018 121 0-0 Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy

Filter Mark Find Clear Help

RF Items

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

Record Entry Details

Work Name : Construction of work at Guntur

Item Measurement Details

Tender Extra

☐ Long Description ☒ Short Description

☐ case sensitive ☐ individual cells ☐ Enter keywords to search for

Sr.No. Item Description Tender Quantity Quantity Rate Unit Total Measurement Book Book No. Page No.

Filter Mark Find Clear Help

Select Items

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 Items

Tender Items

☐ BOQ Items

☐ 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 TEST ITEM a 2150 sqm 120.25

☐ 3 TEST ITEM B 2150 sqm 120.25

☐ 4 TEST ITEM C 2150 sqm 120.25

☐ 5 TEST ITEM D 2150 sqm 120.25

1 / 1

Select Close

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

Record Entry Details

Work Name : TEST WROK 2 29122017

Item Measurement Details

Tender Extra

☐ Long Description ☒ Short Description

☐ case sensitive ☐ individual cells ☐ Enter keywords to search for

Sr.No. Item Description Tender Quantity Quantity Rate Unit Total Measurement Book Book No. Page No.

2 TEST ITEM a 2,150.00 0.00 120.25 sqm 0.00

3 TEST ITEM B 2,150.00 450.00 120.25 sqm 54,112.50

4 TEST ITEM C 2,150.00 155.32 120.25 sqm 18,677.23

5 TEST ITEM D 2,150.00 0.00 120.25 sqm 0.00

Filter Mark Find Clear Help

Measurements Delete Item Cancel

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

**Measurement Sheet**

Item Description : TEST ITEM D  
 Item Code : 5  
 Item Unit : sqm

Default Group Group :  
 Measurement Unit : sqm

**Buttons:** Add, Delete, References, Standard Measurement, Save, Close

**Default Group**

Sr. No.	Description	No	Length	Width	Depth	Sub Total	Last Verified By	Verified
1		0.000				0.000		<input type="checkbox"/>

**Summary Table:**

	Default Group	Total
Group Quantity	0.000	0.000
Quantity	0.000	0.000

**Help:** For update total quantity click on Update Quantity button.  
 \* To record measurement in unit other than Item unit.  
 \* Kindly do not use blank spaces and characters while entering numerical data.

**Update Quantity** : 0  
**Say Quantity** : 100.00

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

**Record Entry Details**

Work Name : TEST WROK 2 29122017

**Item Measurement Details**

Tender Extra

Long Description Short Description Select Items

case sensitive individual cells Enter keywords to search for

Sr.No.	Item Description	Tender Quantity	Quantity	Rate	Unit	Total	Measurement Book	Page No.
2	TEST ITEM a	2,150.00	0.00	120.25	sqm	0.00		0
3	TEST ITEM B	2,150.00	450.00	120.25	sqm	54,112.50		0
4	TEST ITEM C	2,150.00	155.32	120.25	sqm	18,677.23		0
5	TEST ITEM D	2,150.00	100.00	120.25	sqm	12,025.00		0

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.

Sr. No.	Work Order No.	Description	Agreement Status
1	EENO/17-18/79	test work 1	Agreement Done WorkOrder Issued
2	WO/26122017	test work on 26122017	Agreement Done WorkOrder Issued
3	121212	Amit RAI test work for BOQ Import Item Rate 2	Agreement Done WorkOrder Issued
4	12121	Amit RAI test work for BOQ Import Percentage Rate	Agreement Done WorkOrder Issued
5	2016-eng11-99-384	Providing Drinking Water Facilities to the residents of ground,1st and 2nd floors group house of Zone-II in A.K.C Colony.	Agreement Done WorkOrder Issued
6	33	Construction of work at Guntur	Agreement Done WorkOrder Issued
7	0002	AP PMS Test work @ 1:09Pm 5 Jan 2018	Agreement Done WorkOrder Issued
8	EENO/17-18/81	Providing basic infrastructure facilities Viz. Roads, Drains, Water Supply and Street lights in Rehabilitation layouts in Abbarajupalem Village	Agreement Done WorkOrder Issued

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

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**

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.

List of Bill Forms

Work Name : AP PMS Test work @ 1:09Pm 5 Jan 2018

Bill Detail List

[Open New Bill](#) [Delete](#)

Bill Number	Bill Date	Amount (Rs.)	Approve Status	Created By	Pending With
<input type="checkbox"/> Running Bill No-1	28/Nov/2017	0.00	NotInitialized -- > MB Check	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.

Work Details

Work Name : test work 1

Record Entries Details For Running Bill No-2

[Add Record Entry](#) [Add Un-Billed REs](#) [Reference Measurement](#) [Abstract](#) [Delete](#) [Back](#)

☒ case sensitive ☐ individual cells ☐ Enter keywords to search for

Filter Mark Find Clear Help

RE No.	RE Date	Book No.	Page No.	Created By	RE Items
<input checked="" type="checkbox"/> 10	04/Dec/2017	235	23 - 27	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
<input checked="" type="checkbox"/> 3	03/Dec/2017		0 - 0	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
<input checked="" type="checkbox"/> 4	05/Dec/2017	121	1 - 4	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
<input checked="" type="checkbox"/> 5	06/Dec/2017		0 - 0	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
<input checked="" type="checkbox"/> 6	08/Dec/2017	1	12 - 17	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
<input checked="" type="checkbox"/> 7	08/Dec/2017		0 - 0	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
<input checked="" type="checkbox"/> 8	04/Dec/2017	345	22 - 27	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
<input checked="" type="checkbox"/> 9	15/Dec/2017	1,2	1 - 12	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	

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

Work Details

Work Name : test work 1

Record Entries Details For Running Bill No-2

[Add Record Entry](#) [Add Un-Billed REs](#) [Reference Measurement](#) [Abstract](#) [Delete](#) [Back](#)

☒ case sensitive ☐ individual cells ☐ Enter keywords to search for

Filter Mark Find Clear Help

RE No.	RE Date	Book No.	Page No.	Created By	RE Items
<input checked="" type="checkbox"/> 10	04/Dec/2017	235	23 - 27	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
<input checked="" type="checkbox"/> 3	03/Dec/2017		0 - 0	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
<input checked="" type="checkbox"/> 4	05/Dec/2017	121	1 - 4	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
<input checked="" type="checkbox"/> 5	06/Dec/2017		0 - 0	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
<input checked="" type="checkbox"/> 6	08/Dec/2017	1	12 - 17	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
<input checked="" type="checkbox"/> 7	08/Dec/2017		0 - 0	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
<input checked="" type="checkbox"/> 8	04/Dec/2017	345	22 - 27	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
<input checked="" type="checkbox"/> 9	15/Dec/2017	1,2	1 - 12	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	

Message from webpage

Do You Want To Select Old Record Entries?

[OK](#) [Cancel](#)

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

UnBilled Record Entry(s) List

[Save](#) [Close](#)

Select Record Entry(s) From List And Click On Save Button.

	RE Date	Book No.	Page No.
<input checked="" type="checkbox"/>	06/Dec/2017	1	10-12

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



Work Name : test work 1

Record Entries Details For Running Bill No-2

[Add Record Entry](#) [Add Un-Billed REs](#) [Reference Measurement](#) [Abstract](#) [Delete](#) [Back](#)

☒ case sensitive ☐ individual cells Enter keywords to search for

RE No.	RE Date	Book No.	Page No.	Created By	RE Items
<input checked="" type="checkbox"/> 10	04/Dec/2017	235	23 - 27	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
<input type="checkbox"/> 11	06/Dec/2017	1	10 - 12	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
<input checked="" type="checkbox"/> 3	03/Dec/2017		0 - 0	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
<input checked="" type="checkbox"/> 4	05/Dec/2017	121	1 - 4	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
<input checked="" type="checkbox"/> 5	06/Dec/2017		0 - 0	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
<input checked="" type="checkbox"/> 6	08/Dec/2017	1	12 - 17	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
<input checked="" type="checkbox"/> 7	08/Dec/2017		0 - 0	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
<input checked="" type="checkbox"/> 8	04/Dec/2017	345	22 - 27	Executive Engineer (PH) - ENGINEER-in-CHIEF-Nagesh Babu Reddy	
<input checked="" type="checkbox"/> 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.

Abstract Measurement Book For Running Bill No-2

[Save](#) [Report](#) [Back](#)

Work Name : test work 1

\* Bill Date : 15/12/2017 \* Bill From Date : 03/12/2017 \* Bill To Date : 15/12/2017

\* Bill MB No. : 1 \* MB Page From : 2 \* MB Page To : 3

Work Done [Variation Item](#) [Extra Item](#) ☐ Long Description ☒ Short Description

Sr.No.	Item Description	Unit	Quantity				Rate	Amount		
			Tender	Previous	Current	Cummlative		Cummlative	Previous	Current
1	Item no 1 - Earth Work exacatvation	cum	82.47	59.00	12.00	71.00	198.78	14,113.68	11,682.00	2,431.68
2	Item no 2- Dismnating of brick	cum	75.00	0.00	75.00	75.00	347.39	26,054.25	0.00	26,054.25
3	Item no 3- providing CC 136	m	27.00	27.00	0.00	27.00	4,010.00	1,08,270.00	1,09,415.34	-1,145.34
<b>Bidder Rate 2 % Below</b>						<b>Total Amount :</b>		1,48,437.93	1,21,097.34	27,340.59
						<b>Quoted Amount :</b>		1,45,469.17	1,18,675.39	26,793.78

Abstract Summary [Update Amount](#)

	Current Bill	Till Last Bill	Cumulative		Current Bill	Till Last Bill	Cumulative
1. Tender Item	26,793.78	1,18,675.39	1,45,469.17	5. Work Done Amount = (1 + 2 + 3 + 4)	78,07,128.26	1,91,618.95	79,98,747.21
2. Variation Item	77,80,334.48	72,943.56	78,53,278.04	6. Not Measured Item Advance	0.00	0.00	0.00
3. Extra Item	0.00	0.00	0.00	7. Gross Amount	78,07,128.26	1,91,618.95	79,98,747.21
4. Deviated Item	0.00	0.00	0.00				

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.

**Payment By Full/Part/Reduce Rate**

Running Bill No-2 Item Part Rate Detail

Description : Item no 3- providing CC 136

Tender Rate (Rs)(B) : 4,052.42

Rate (Rs) : 4,010.00

Cummalative Quantity : 27 (m)

Reduce Rate : 4,052.42

Part Rate Details (All Amount's are in Rs)

Quantity.	Current Rate	Amount	Reason
27.00	4,010.00	1,08,270.00	
<b>Cumulative Amount</b>		1,08,270.00	
<b>Previous Paid Amount</b>		1,09,415.34	
<b>Current Amount</b>		-1,145.34	

Buttons: Save, Attachment, Close, Add, Delete

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

Work Name : test work 1

Bill Detail List

Bill Number	Bill Date	Amount (Rs.)	Approve Status	Created By	Pending With
Running Bill No-2	15/Dec/2017	78,07,128.26	NotInitialed --> MB Check	Nagesh Babu Reddy-Executive Engineer (PH) - ENGINEER-in-CHIEF	Nagesh Babu Reddy-Executive Engineer (PH) - ENGINEER-in-CHIEF
Running Bill No-1	02/Dec/2017	1,91,518.95	Bypass Approved --> MB Check	Nagesh Babu Reddy-Executive Engineer (PH) - ENGINEER-in-CHIEF	Nagesh Babu Reddy-Executive Engineer (PH) - ENGINEER-in-CHIEF

Buttons: Open New Bill, Delete

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.

**Abstract Details**

Work Name : test work 1

Abstract Amount : 78,07,128.26

Buttons: Back, ByPass, Send Forward, Assign, Internal Review, Attachment

Dockets	
1	Variation Statement
2	Material Recovery Statement
3	Theoretical Consumption Statement
4	RA Bill
5	Material Advance
6	Notesheet (Internal)

Work Flow Details

## 11. How Import BOQ from Billing

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

Sr. No.	Work Order No.	Description	Agreement Status
1	WO/26122017	test work on 26122017	Agreement Done WorkOrder Issued
2	WO/26122017-I	Work target testing 26122017-I	Agreement Done WorkOrder Issued
3	WO/26122017-II	Work target testing 26122017-II	Agreement Done WorkOrder Issued
4	WOVMC222	Construction of CC road	Agreement Done WorkOrder Issued
5	WOVMC222	Construction of CC road	Agreement Done WorkOrder Issued
6	WOVMC222	Construction of CC road	Agreement Done WorkOrder Issued
7	WO/26122017-III	TEST WORK ON 26122017-II	Agreement Done WorkOrder Issued
8	WO/27122017-I	Work created on 27122017-I	Agreement Done WorkOrder Issued
9	WO/78899	Test Work On 271217	Agreement Done WorkOrder Issued
10	WO12121	12121	Agreement Done WorkOrder Issued
11	233/2016-17	prasad	Agreement Done WorkOrder Issued
12	23/17-18	trial work entry	Agreement Done WorkOrder Issued
13	WO/4234	Test Work Entry	Agreement Done WorkOrder Issued

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

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

Import Items From Excel

Select Excel file to Import

Select File :

Map Columns to Import

(Map your excel sheet columns to the following standard column names.)  
e.g. If your Item Number are in column A then type Item Number:A.

\* Item Number : A \* Item Description : B \* Parent Row : G \* Quantity : C

\* Rate : D \* Unit : E \* Total : F \* Quoted Rate : H

Select rows to import. (Exclude headers while specifying starting row.)

From : 1 To : 100

Columns which are showed with \* are mandatory

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.

Import Items From Excel

Select Excel file to Import

Select File :

Map Columns to Import

(Map your excel sheet columns to the following standard column names.)  
e.g. If your Item Number are in column A then type Item Number:A.

\* Item Number : A \* Item Description : B \* Parent Row : G \* Quantity : C

\* Rate : D \* Unit : E \* Total : F \* Quoted Rate : H

Select rows to import. (Exclude headers while specifying starting row.)

From : 1 To : 100

Columns which are showed with \* are mandatory

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

Tender Item			Variation Item		Extra Item		<input type="radio"/> Long Description <input checked="" type="radio"/> Short Description				
<input checked="" type="checkbox"/> case sensitive <input type="checkbox"/> individual cells <input type="checkbox"/> Enter keywords to search for							Filter	Mark	Find	Clear	Help
Sr.No.	Item Description						Tender Quantity	Unit	Tender Rate	Amount	
1	Earth Work										
1.1	SubGroup Earth Work										
1.1.1	Earth Work Item A - In DTP						2,150.00	sqm	120.25	2,58,537.50	
1.1.2	Earth Work Item B - In DTP						2,150.00	sqm	245.45	5,27,717.50	
1.2	SubGroup Earth Work A										
1.2.1	Earth Work C - In DTP						2,150.00	cum	345.35	7,42,502.50	
1.2.2	Earth Work D - In DTP						2,150.00	cum	384.38	8,26,417.00	
2	TEST ITEM a						2,150.00	sqm	120.25	2,58,537.50	
3	TEST ITEM B						2,150.00	sqm	120.25	2,58,537.50	
4	TEST ITEM C						2,150.00	sqm	120.25	2,58,537.50	
5	TEST ITEM D						2,150.00	sqm	120.25	2,58,537.50	

Items are available for make Record Entry and Measurements.