## USER MANUAL OF ONLINE PURCHASE SYSTEM

This is a web based application, accessible to all vendors over internet. User has to select the Plant type (SML, BUS, and ISUZU) as per his/her requirement before login into system. This application manages the following functions.

Vendor Level Functions:

- 1. Vendors can view the purchase order (PO) detail, concerned PO schedule. User can take the printouts of these documents as per his/her requirements.
- 2. Vendors can view the MRR detail containing accept qty, reject qty, MRR authorized status etc.
- 3. Vendors will enter the Dispatch detail
- 4. Vendors can update their password.
- 5. Vendors can view the news/ bulletins posted by SMI ISUZU

Following steps should be taken to perform above functions.

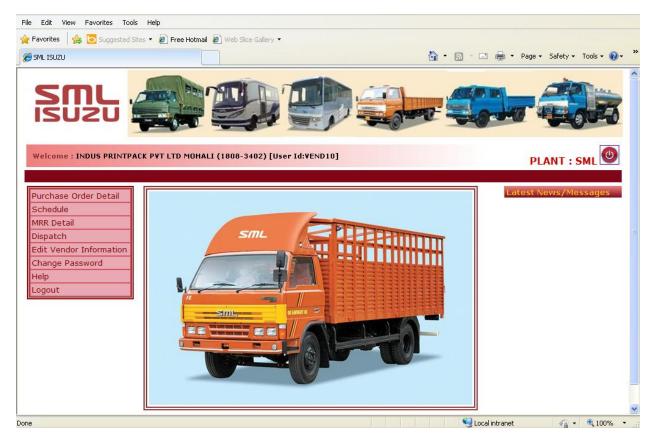
- 1. Open internet explorer.
- 2. Enter http://smlisuzu.in, following screen will appear



3. Click on vendor login button following screen will appear.

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Plant Type SML V	SWARAJ Mazda renamed as SML ISUZU LIMITED	<u>~</u>
Password Conpany Login Company Login WORKS: Village Asron Distt. Shahid Bhagat Singh Nagar (Nawanshahar) Post Box No. 38 Phone No: +91-1881-500230 Fax: +91-1881-200230 Fax: +91-1881-200230 CORPORATE OFFICE: S.C.O. 204-205, Sector 34-A Post Box No. 920 Chandigarh (160022) Phone No: +91-172-2647700 to 10 Fax: +91-172-2615111	<ul> <li>History of the SML ISUZU LIMITED (Light Commercial Vehicle) dates back to as in 1975 when the first efforts were initiated by the Punjab State Industrial Development Corporation Limited (PSIDC) to obtain a letter of intent from the Government of India.</li> <li>The Govt. of India was interested in installing the unit and issuing the licence for an LCV in order to save the fuel consumption in the economy. Therefore Govt. decided to installed indo-Jap LCV units in 3 states Punjab, U.P. &amp; M.P. The contribution of PSIDC was two fold; firstly in obtaining the letter of intent in 1981 and subsequently for transferring the same in favour of the Company in 1983. These moves reflected the thinking in the Punjab Govt. and the PSIDC, that Punjab Tractors Limited would implement this project</li> <li>During the financial year 2009-10 company had issued 3,984,946 equity share of Rs. 10 each at a premium of Rs. 109 per share on rights basis to the Equity shareholders of the company in the ratio of 11 equity shares for every 50 Equity shareholders of the company in the ratio of 11 equity shares for financing of Expansion project, repayment of loan taken from Allahabad Bank (for Expansion Project) and for general corporate purposes.</li> </ul>	
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4. Select Plant Type and enter valid user id and password, then click on Log In button. Following menu screen will appear.



5. For viewing purchase order detail, click on Purchase order detail menu, following screen will appear.

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Velcon	ne : INDUS PR	UNTPACK PVT	LTD MOHALI (18	108-3402) [User Ic	I:VEND10]		PL/	ANT : SML	1
					PO DETAIL				
			PO No	Date From	🗳 то				
r. No	PO No.	PO Date	PR Number	Auth. Status	PO Amount	PlantType PO Detail	MRR Detail	Schedule	Print
1	910300045	17/02/2010	609917	Authorized	1540566000	SML Detail	Detail	Detail	Print
2	910300041	16/01/2010	609607	Authorized	1792870200	SML Detail	Detail	Detail	Print
3	910100278	17/02/2010	609916	Pending	1444320000	SML Detail	Detail	Detail	Print
4	910100248	18/01/2010	609636	Authorized	2700000	SML Detail	Detail	Detail	Print
5	910100247	18/01/2010	609637	Authorized	480906000	SML Detail	Detail	Detail	Print
6	110300006	03/05/2010	610461	Authorized	233100000	SML Detail	Detail	Detail	Print
7	110300005	22/04/2010	610402	Authorized	47232000	SML Detail	Detail	Detail	Print
8	110300003	22/04/2010	610398	Authorized	157500	SML Detail	Detail	Detail	Print
9	110100133	02/01/2011	611883	Authorized	2700000	SML Detail	Detail	Detail	Print

Using this screen, by clicking on respective link user can view the PO Item detail, MRR detail, PO schedule. This screen also provides the printing options to user.

6. Click on Home button placed at the right hand side of the screen (near to Plant: SML) for main menu screen.



- 7. Through this menu you can view the Po schedule and MRR Detail.
- 8. For dispatching material to SML ISUZU, Vendor user will click on dispatch detail--->Create Dispatch, following screen will appear.

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		PO No	Date From	CREATE DISPATCH	Find	
reate	PO No.	PO Date	PR Nun		PO Amount	PlantType
Create	910300045	17/02/2010	609917	Authorized	1540566000	SML
Create	910300041	16/01/2010	609607	Authorized	1792870200	SML
Create	910100278	17/02/2010	609916	Pending	1444320000	SML
Create	910100248	18/01/2010	609636	Authorized	2700000	SML
Create	910100247	18/01/2010	609637	Authorized	480906000	SML
Create	110300006	03/05/2010	610461	Authorized	233100000	SML
Create	110300005	22/04/2010	610402	Authorized	47232000	SML
Create	110300003	22/04/2010	610398	Authorized	157500	SML
Create	110100133	02/01/2011	611883	Authorized	2700000	SML
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If this screen has too many record to find the required PO Number then use search criteria to find out particular PO against which user has to create dispatch. Then click on Create button at the left side of the particular record, following screen will appear.

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Velcome : INDUS F	RINTPACK PVT LTD MOHALI (1808-3402) [User Id:VEND10]	PLAN	r : SML 🗿 🕘
	VENDOR DISPAT		
Vendor Dispatch No Purchase Order No		Purchase Order date 17/02/2010	
Bill N		Bill Date	
Vehicle Typ			
	1802-0000 HUNDI ACCEPT. OBOC		
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. No Part No	Part Description	Rate NDP Ord Qty SCH Qty Qt	
XR06105230	0 MULTIPACK CORRUGATED BOX 25"X16.5"X17"-5 PLY	110.70 900000 400	NUMBER
XR06105230	2 MULTIPACK CORRUGATED BOX 17"X17"X13"-5 PLY	87.60 900000 500	NUMBER
XR06105230	4 MUTLIPACK CORRUGATED BOX 17"X17"X4.5"-5 PLY	61.50 900000 800	NUMBER
XR06105230	5 MULTIPACK CORRUGATED BOX 13.5"X13.5"X12.5"-5 PLY	61.50 900000 500	NUMBER
XR06105230	6 MULTIPACK CORRUGATED BOX 36"X16.5"X21"-7 PLY	200.40 900000 500	NUMBER
XR06105230	7 MULTIPACK CORRUGATED BOX 21"X21"X9"-5 PLY	114 900000 500	NUMBER
XR06105230		500	NUMBER
XR06105230 XR06105230		69.60 900000 <sub>800</sub>	NUMBER

In the above screen user will view only schedule items related to particular PO with schedule quantity. User will enter the required information and click on submit button. On click of submit button, following screen will appear.



User can edit the record on click on edit button. If record is correct then click on edit button , following screen will appear with POST button.

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Velcome : INDUS PI	INTPACK PYT LTD MOHALI (1808-3402) [User Id:VEND10]		PLANT : SML 🗿 🔮
	VENDOR DISPAT	CH DETAIL	
Vendor Dispatch No. Purchase Order No Bill No Vehicle Type Transporter Code	910300045	Purchase Order date Bill Date Truck No. 1234 Driver Namesd	
Draft ECN No.		Weight 56.9	
Cenvat Copy		·····	
. No Part No	Part Description		CH Qty Qty UOM
XR061052300	MULTIPACK CORRUGATED BOX 25"X16.5"X17"-5 PLY	110.70 900000	400 200 NUMBER
XR061052302	MULTIPACK CORRUGATED BOX 17"X17"X13"-5 PLY	87.60 900000	500 NUMBER
XR061052304	MUTLIPACK CORRUGATED BOX 17"X17"X4.5"-5 PLY	61.50 900000	800 NUMBER
XR061052305	MULTIPACK CORRUGATED BOX 13.5"X13.5"X12.5"-5 PLY	61.50 900000	500 NUMBER
XR061052306	MULTIPACK CORRUGATED BOX 36"X16.5"X21"-7 PLY	200.40 900000	500 NUMBER
XR061052307	MULTIPACK CORRUGATED BOX 21"X21"X9"-5 PLY	114 900000	500 200 NUMBER
XR061052308	MULTIPACK CORRUGATED BOX 14.5"X14.5"X8"-5 PLY	53.52 900000	800 NUMBER
XR061052309	MULTIPACK CORRUGATED BOX 15.5"X15.5"X11"-5 PLY	69.60 900000	800 NUMBER
			UPDATE POST
	All Copyrights Reserved © S	ML ISUZU Limited	

Click on POST Button for posting the particular record.

9. Click on Change password option for changing the password.