Indian Railway Works Contract Management System (IR-WCMS)

Billing Module

Version 1.0
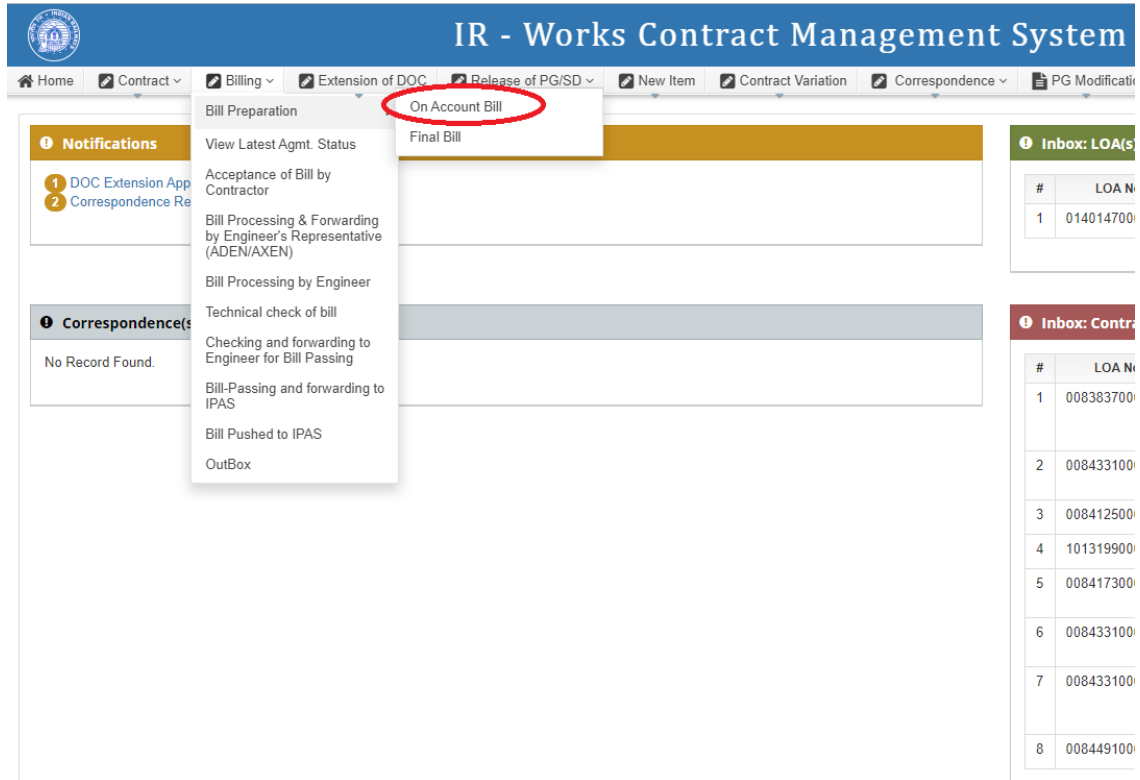
Welcome to IR-WCMS

After typing of above mentioned URL in the address bar of Web Browser, the IRWCMS main screen appears as:

    After logging into the application by existing user credentials, the user is taken to Home Page as shown below:
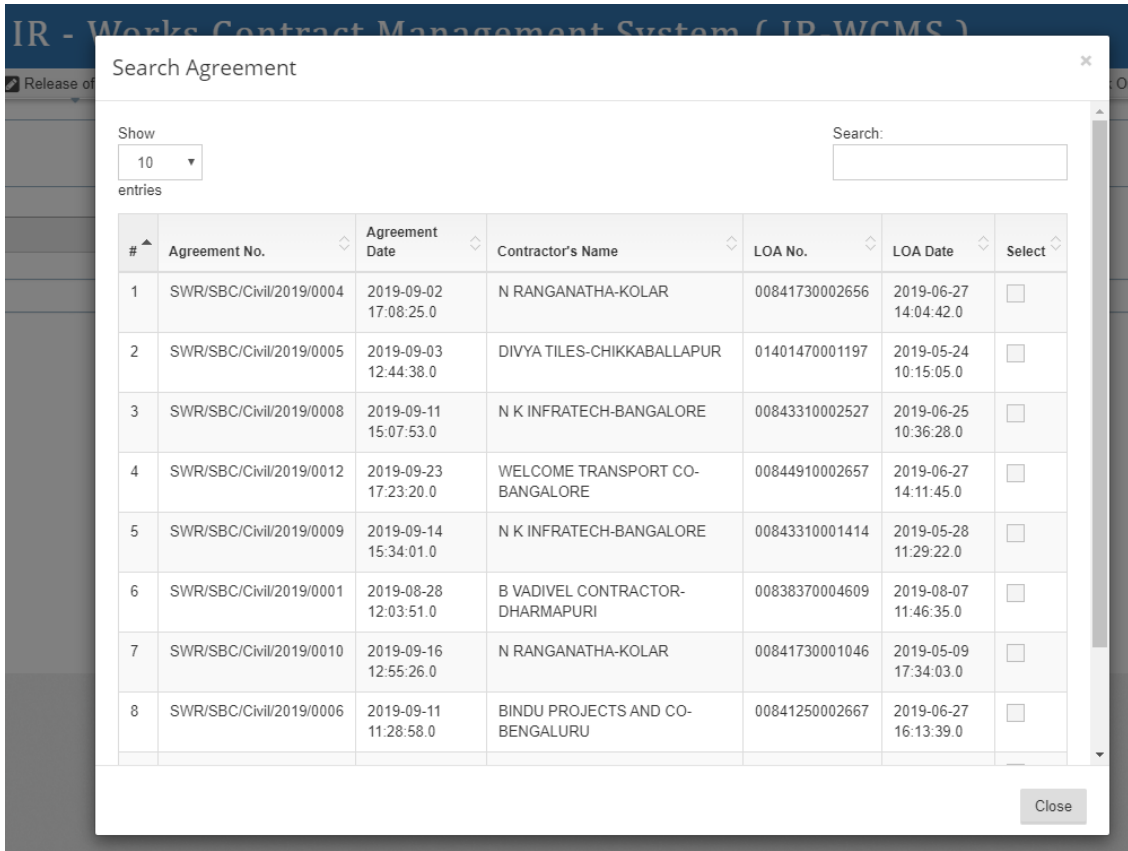
1.1. Billing Module Menu on Home Page of IRWCMS
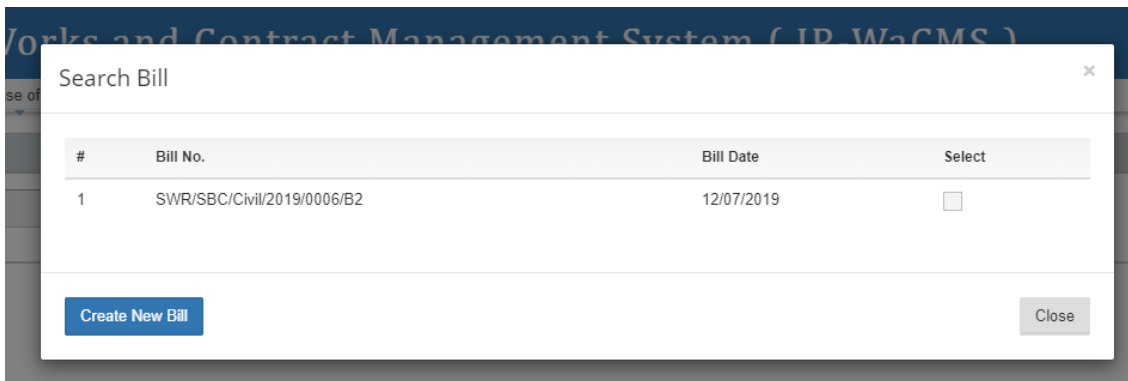
The home page of the IRWCMS coordinator appears as follows

User need to click upon link "Billing" and click on the sub-menu "Bill Preparation" and then select sub-menu "On Account Bill". A new screen opens namely "On Account Bill" as under:

1.2. On Account Bill Screen

This screen is used to list all the LOAs under that user. Select the particular LOA to create the bill of that LOA.

IR - Works Contract Management System (IR-WCMS)

Search Agreement

Release of ...

Show 10 ▼ **entries**

Search:

#	Agreement No.	Agreement Date	Contractor's Name	LOA No.	LOA Date	Select
1	SWR/SBC/Civil/2019/0004	2019-09-02 17:08:25.0	N RANGANATHA-KOLAR	00841730002656	2019-06-27 14:04:42.0	☐
2	SWR/SBC/Civil/2019/0005	2019-09-03 12:44:38.0	DIVYA TILES-CHIKKABALLAPUR	01401470001197	2019-05-24 10:15:05.0	☐
3	SWR/SBC/Civil/2019/0008	2019-09-11 15:07:53.0	N K INFRATECH-BANGALORE	00843310002527	2019-06-25 10:36:28.0	☐
4	SWR/SBC/Civil/2019/0012	2019-09-23 17:23:20.0	WELCOME TRANSPORT CO-BANGALORE	00844910002657	2019-06-27 14:11:45.0	☐
5	SWR/SBC/Civil/2019/0009	2019-09-14 15:34:01.0	N K INFRATECH-BANGALORE	00843310001414	2019-05-28 11:29:22.0	☐
6	SWR/SBC/Civil/2019/0001	2019-08-28 12:03:51.0	B VADIVEL CONTRACTOR-DHARMAPURI	00838370004609	2019-08-07 11:46:35.0	☐
7	SWR/SBC/Civil/2019/0010	2019-09-16 12:55:26.0	N RANGANATHA-KOLAR	00841730001046	2019-05-09 17:34:03.0	☐
8	SWR/SBC/Civil/2019/0006	2019-09-11 11:28:58.0	BINDU PROJECTS AND CO-BENGALURU	00841250002667	2019-06-27 16:13:39.0	☐

Close

After selecting the LOA, the Bill Search Pop-up screen appears as below:

Works and Contract Management System (IR-WaCMS)

Search Bill

#	Bill No.	Bill Date	Select
1	SWR/SBC/Civil/2019/0006/B2	12/07/2019	☐

Create New Bill   Close

After selecting the Bill or select the "Create New Bill" button, the screen appears as below:

Basic details of Bill:

✎ Billing > On Account Bill

| Search Agreement No.: | SWR/SBC/Civil/2019/0004 | 🔍 Search | Agreement Date: | 02/09/2019 | 📅 | Select Draft Bill No.: | Bill No. | 🔍 Search |

⊖ Agreement Details

Description of Work:	Bangalore -Jolarpet section: SW-I: CTR(P) of for a length of 3.45 km from km 337/200-339/000 Dn line and km 313/050-314/500 & 316/500, 316/700 up line. SW-II: CTR (P) for a length of 1 km from km 352/400 -353/400 DN line between Bangalore cantonment-Bangalore station. SW-III Bangalore-Jolarpet section: SW-I: TRR(P) for a length of 4.80 km between SKPT-PU in KPN section. SW-IV: TRR (P) of exg 52 kg rails with 60 kgs /90 UTS rails for a length of 0.67 km from Km 351/180-351/850 Dn in BNC yard. Maintenance period 1 month		
Agreement No:	SWR/SBC/Civil/2019/0004	Agreement Date:	02/09/2019	Contractor Code.:	84173
Contractor Name:	N RANGANATHA-KOLAR	Tender No.:	11sbc19OF10-4-19ITEM1	Tender Opened On:	05/05/2019
CSA (Contract Signing Authority):	Sr.DEN-CO-SBC	LOA No:	00841730002656	LOA Date:	27/06/2019
LOA Amount:	27,928,499 ₹	Original DOC:	27/02/2020		

⊖ Basic Details Of Bill

Basic Information

Department	Civil	Unit	Bangalore	Date of Completion (DoC)	27/02/2020
Name of Work:	Bangalore -Jolarpet section: SW-I: CTR(P) of for a length of 3.45 km from km 337/200-339/000 Dn	Name of Contractor:	N RANGANATHA-KOLAR	Contract Signing Authority	Sr.DEN-CO-SBC
Last Bill No.	SWR/SBC/Civil/2019/0004/B1	Last Bill Date	23/09/2019	Tender Accepting Authority	Sr.DENEAST

⊙ Previous Bill(s) Detail

Enter Basic details of Bill:

Bill Entry

Current Bill No.		Bill Date	25/09/2019 📅	Date of Commencement of work	📅
MB1 No.*		Page(s)*	From* [ ] To* [ ]		

➕ Add MB

Measurement for work Executed up to	📅	Measurement By*	-Select- ▾	Measurement Date(s)*	From [ ] 📅 To [ ] 📅
Measurement Test-Check Date(s)*	From [ ] 📅 To [ ] 📅	Measurement Test-Check Done By*	-Select- ▾	Measurement Test-Check Pg No(s)*	[ ]

⊖ Schedule Details

Export To Excel Sheet

Schedule A   Schedule B   Schedule B1   Schedule B3   Schedule B4

Enter item wise quantity corresponding to each Schedule:

							Account of work Executed							
Item No.	Item Type	Description	Unit	Base Rate(Rs.)	Agreement Rate(Rs.)	Qty as per Original Agreement	Qty. executed up to last Bill	Qty. executed since last Bill	Qty Upto Date	Payment on the basis of Actual				Remarks
										Amount up to last Bill(Rs.)	Amount Since last Bill(Rs.)	Amount including special condition(Rs.)	Total Up to Date Amount(Rs.)	
Group Name:- NBSR														
1	G	Complete item rate for providing, fixing, commissioning and operation of track based Rail Lubricator(Hydraulic Type) as per latest RDSO drawings, design and specifications in the jurisdiction of SSE/Pway as instructed . Rate shall be complete for all labour ,T&P, material, leading, lift, loading,unloading, transporting ,scaffolding, taxes, warranty commissioning and operatio for a period of 2 years . So nothing extra will be paid except the accepted rates whatsover the case may be.	Each	739908.5	558852.89	6	2		2	1117706			1117706	
1	G	Complete item rate for providing, fixing, commissioning and operation of track based Rail Lubricator(Hydraulic Type) as per latest RDSO drawings, design and specifications in the jurisdiction of SSE/Pway as instructed . Rate shall be complete for all labour ,T&P, material, leading, lift, loading,unloading, transporting ,scaffolding, taxes, warranty commissioning and operatio for a period of 2 years . So nothing extra will be paid except the accepted rates whatsover the case may be.	Each	739908.5	558852.89	6	2		2	1117706			1117706	

Schedule Summary:

Schedule	Cost Breakup(Rs.)
Schedule A	0
Schedule B	0
Schedule B1	0
Schedule B3	0
Schedule B4	0
Total(Rs.)	0
Rebate(0.0%)	0.0
Bill Amount(Rs.)	0

Unique Work Id(s) wise payment Deatils

Enter Work Type and Select UWID to fill the Billing amount (UWID mandatory for only IRPSM works) also attaches document(s) (if necessary, only PDF and Excel):

Unique Work Id(s) wise payment Deatils

Work Type:	--Select-- ▼

Note: This Bill amount to be debited to concerning works as detailed below.

Unique Work Id(s)	Amount(Rs.)
Add	
Total(Rs.)	

Add Document(s)

Document Description:		Select Document to Upload:	Choose File No file chosen

Add Document(s)

Reset Print   Save Save & Forward Bill

Selecting UWID Pop-up screen:

Select UWID ✕

#	UWID	Select
1	14.01.30.10.1.004	
2	14.01.64.10.3.001	
3	14.01.16.11.1.001	
4	14.01.31.10.3.002	
5	14.01.31.10.3.003	
6	14.01.16.10.3.005	
7	14.01.31.10.3.004	
8	14.01.30.10.3.017	
9	14.01.30.10.3.012	
10	14.01.31.08.4.001	
11	14.01.30.10.3.024	

Close   Select & Go

After filling all the details, click upon "Save and Forward" button. After clicking "Bill Processing" screen will open for further processing as below:

Mention the remarks, if any and send the Bill to AEN for further processing.
After sending, a Marking screen will appear as:

If User wants to pull back the sent bill (before any action could be taken by receiver), then choose the Outbox option from the Billing menu. Pull back screen as:

Billing > Outbox

Sr.No.	Bill No. (Bill Date)	Agreement No. (AGMT Date)/ LOA No. (LOA Date)	Work Name	Sent To	Sent Date	Currently With	Action
1	SWR/SBC/Civil/2019/0005/B1 (24/09/2019)	SWR/SBC/Civil/2019/0005 (03/09/2019)/ 01401470001197 (24/05/2019)	Bangalore division: Proposed extension of washable apron for a length of 570 mtrs in SBC yard.	ADEN1/SBC (aden1sbc)	25/09/2019	ADEN1/SBC (aden1sbc)	⟳
2	SWR/SBC/Civil/2019/0004/B1 (23/09/2019)	SWR/SBC/Civil/2019/0004 (02/09/2019)/ 00841730002656 (27/06/2019)	Bangalore -Jolarpet section: SW-I: CTR(P) of for a length of 3.45 km from km 337/200-339/000 Dn line and km 313/050-314/500 & 316/500, 316/700 up line. SW-II: CTR (P) for a length of 1 km from km 352/400 -353/400 DN line between Bangalore cantonment-Bangalore station. SW-III Bangalore-Jolarpet section: SW-I: TRR(P) for a length of 4.80 km between SKPT-PU in KPN section. SW-IV: TRR (P) of exg 52 kg rails with 60 kgs /90 UTS rails for a length of 0.67 km from Km 351/180-351/850 Dn in BNC yard. Maintenance period 1 month	ADEN1/SBC (aden1sbc)	23/09/2019	Sr. DEN (Co)/SBC (sdencsbc)	

1.3.   Processing Screen for AEN

ⓘ Inbox: LOA(s)

No Record Found.

ⓘ Correspondence(s)

No Record Found.

⟳ Inbox: Bill(s)

#	Bill No. (Date)	Agreement No. (Date) LOA No. (Date)	Name of Work	
1	SWR/SBC/Civil/2019/0005/B1 (24/09/2019)	SWR/SBC/Civil/2019/0005 (03/09/2019) 01401470001197 (24/05/2019)	Bangalore division: Proposed extension of washable apron for a length of 570 mtrs in SBC yard.	☑

Upon clicking the button ☑, AEN can view the received "Bill" as below:

Billing > Bill Processing

| Search Agreement No.: | SWR/SBC/Civil | 🔍 Search | Agreement Date: | 03/09/2019 | 📅 | Select Bill No.: | SWR/SBC/Civil | 🔍 Search |

➕ Agreement Details

➕ Bill Details

➕ Comments

Comments

Remarks if any:

Send To: DIVYA TILES-CHIKKABALLAPUR (NEELANATH CHANDRA MOHAN) (cmenterprises2006@gmail.com)

🔄 Reset   💾 Save   ▶ Send

Mention Remarks, if any and then send to the "Bill" to Contractor or return to OS/Works if any corrections needed.

After sending, a Marking screen will appear as:

✅ File Marked Successfully

Bill Marked to:

cmenterprises2006@gmail.com

Copy To.

Marking Date: 📅 25/09/2019

Marked for Action :   Acceptance of Bill by Contractor

#	Bill No	Bill Date	LOA No	Work Name	LOA Date	LOA Amount
1	SWR/SBC/Civil/2019/0005/B1	24/09/2019	01401470001197	Bangalore division: Proposed extension of washable apron for a length of 570 mtrs in SBC yard.	24/05/2019	18,556,235.4 ₹

If User wants to pull back the sent bill (before any action could be taken by receiver), then choose the Outbox option from the Billing menu. Pull back screen as:

✎ Billing > Outbox

Sr.No.	Bill No. (Bill Date)	Agreement No. (AGMT Date)/ LOA No. (LOA Date)	Work Name	Sent To	Sent Date	Currently With	Action
1	SWR/SBC/Civil/2019/0005/B1 (24/09/2019)	SWR/SBC/Civil/2019/0005 (03/09/2019)/ 01401470001197 (24/05/2019)	Bangalore division: Proposed extension of washable apron for a length of 570 mtrs in SBC yard.	Contractor	25/09/2019	Contractor	↩
2	SWR/SBC/Civil/2019/0004/B1 (23/09/2019)	SWR/SBC/Civil/2019/0004 (02/09/2019)/ 00841730002656 (27/06/2019)	Bangalore -Jolarpet section: SW-I: CTR(P) of for a length of 3.45 km from km 337/200-339/000 Dn line and km 313/050-314/500 & 316/500, 316/700 up line. SW-II: CTR (P) for a length of 1 km from km 352/400 -353/400 DN line between Bangalore cantonment-Bangalore station. SW-III Bangalore-Jolarpet section: SW-I: TRR(P) for a length of 4.80 km between SKPT-PU in KPN section. SW-IV: TRR (P) of exg 52 kg rails with 60 kgs /90 UTS rails for a length of 0.67 km from Km 351/180-351/850 Dn in BNC yard. Maintenance period 1 month	Contractor	23/09/2019	Sr. DEN (Co)/SBC (sdencsbc)	

1.4. Acceptance of Bill by Contractor Screen

❶ **Inbox: Contract(s)**

❶ **Billing**

#	Bill No. (Date)	Agreement No. (Date)	LOA No. (Date)	Name of Work	
1	SWR/SBC/Civil/2019/0005/B1 (24/09/2019)	SWR/SBC/Civil/2019/0005 (03/09/2019)	01401470001197 (24/05/2019)	Bangalore division: Proposed extension of washable apron for a length of 570 mtrs in SBC yard.	✎

❶ **Release of PG/SD**

No Record Found.

ce	Correspondence Type
	7 Days' Notice

Upon clicking the button ✎, Contractor can view the received "Bill" as below:

Billing >Acceptance of Bill by Contractor

| Search Agreement No.: | SWR/SBC/Civil/2019/00 | 🔍 Search | Agreement Date: | 03/09/2019 | 📅 | Select Bill No.: | SWR/SBC/Civil/2019/00 | 🔍 Search |

➕ Agreement Details

➕ Bill Details

➕ Comments

Enter GSTIN Details

InVoice No	Date	GSTIN No	PAN No	Amount	Edit / Delete

⊕ Add

⚪ Bill accepted   ⚪ Bill not accepted

Remarks if any:

🔄 Reset   📄 Generate Pdf   💾 Save

Click on "Add" button, Contractor will fill GSTIN and Invoice details as:

Bill GSTIN Details

LOA No	01401470001197
Agreement No	SWR/SBC/Civil/2019/0005
Bill No	SWR/SBC/Civil/2019/0005/B1

| Name of Contractor | DIVYA TILES-CHIKKABALLAPUR | Code | 140147 |

Invoice Description   [Invoice Description]

| Invoice No: | [Invoice No] | Date: | [Invoice Date] 📅 |

| GSTIN No: | [GSTIN No] | PAN No: | [PAN No] |

| Bank Name: | [Bank Name] | Bank's IFSC Code: | [Bank Code] |

| Account No.: | [Account No] | Invoice Amount: | 178640 |

| Voucher Ref.: | [Voucher Ref.] | Voucher Date: | [Voucher Date] 📅 |

Invoice Details:

Item Sr. No.	HSN/SAC	HSN/SAC Code	Item Description	Qty	Unit	Rate	Value	Taxable Amount	Item Category	Eligible for ITC	View/ Edit Taxes
	--Sele ▼				-Select- ▼				-Select- ▼	-Select- ▼	

⊕ Add Row

Declaration regarding Shramik Kalyan Portal

☐ I hereby certify that I have uploaded the correct details of contract labours engaged in connection with this contract and payments made to them during the wage period in Railways Shramik Kalyan Portal at www.shramikkalyan.indianrailways.gov.in till [Month] , [Year]

⊙ Close   💾 Save   ⊙ Generate PDF

By clicking "Add Row", user can fill multiple Invoice details.

Invoice Details:

Item Sr. No.	HSN/SAC	HSN/SAC Code	Item Description	Qty	Unit	Rate	Value	Taxable Amount	Item Category	Eligible for ITC	View/ Edit Taxes
121	HSN ▼	12101	test bill	1.0	CARTON ▼	178640.0	178640.0	178640.0	Regular ▼	Partially Eligible ▼	🟩

⊕ Add Row

Declaration regarding Shramik Kalyan Portal

☑ I hereby certify that I have uploaded the correct details of contract labours engaged in connection with this contract and payments made to them during the wage period in Railways Shramik Kalyan Portal at www.shramikkalyan.indianrailways.gov.in till [9] , [2019] .

⊙ Close   💾 Save   ⊙ Generate PDF

By clicking "View/Edit Taxes" button, user can fill taxes against corresponding item as:

By clicking "Add Row", user can fill multiple Taxes, Duties & Charges.

After save all the GSTIN and Invoice details, user should Generate PDF for this by clicking upon "Generate PDF" button.

After PDF generation, "Sign" button would be appear for signing the PDF as:

Invoice Details:

Item Sr. No.	HSN/SAC	HSN/SAC Code	Item Description	Qty	Unit	Rate	Value	Taxable Amount	Item Category	Eligible for ITC	View/ Edit Taxes
121	HSN ▾	12101	test bill	1.0	CARTON ▾	178640.0	178640.0	178640.0	Regular ▾	Partially Eligible ▾	

⊕ Add Row

Declaration regarding Shramik Kalyan Portal

☑ I hereby certify that I have uploaded the correct details of contract labours engaged in connection with this contract and payments made to them during the wage period in Railways Shramik Kalyan Portal at www.shramikkalyan.indianrailways.gov.in till 9 , 2019 .

⊙ Close   ☑ Sign

After signing the GSTIN details, click on close button.
After that GSTIN details will appear on main screen on the Bill as shown below.
After that, user has to generate the PDF of the Bill.

Enter GSTIN Details

InVoice No	Date	GSTIN No	PAN No	Amount
237654	25/09/2019	7568932	dfghj4567h	178640

○ Bill accepted   ○ Bill not accepted

Remarks if any:

⟳ Reset   ☐ Generate Pdf   ☐ Save

After generating the PDF of Bill, Digitally Sign the PDF of Bill (Generate PDF and sign that PDF is mandatory).

⊕ Agreement Details				
⊕ Bill Details				
⊕ Comments				

Enter GSTIN Details

InVoice No	Date	GSTIN No	PAN No	Amount
237654	25/09/2019	7568932	dfghj4567h	178640

○ Bill accepted　　　　　　　　　○ Bill not accepted

Remarks if any:

[↻ Reset] [☑ Sign]　　　　　　　　　　　　　　　　　　　　[🖺 Save]

And then send the bill to AEN. or return the bill to AEN if any corrections needed.Also user can download the signed PDF of Bill.

☑ Billing >Acceptance of Bill by Contractor

Search Agreement No.:	SWR/SBC/Civil/2019/0005	[Q Search]	Agreement Date:	03/09/2019		Select Bill No.:	SWR/SBC/Civil/2019/0005/B1	[Q Search]

⊕ Agreement Details				
⊕ Bill Details				
⊕ Comments				

Enter GSTIN Details

InVoice No	Date	GSTIN No	PAN No	Amount
237654	25/09/2019	7568932	dfghj4567h	178640

⬇ Download Signed Bill Pdf

○ Bill accepted　　　　　　　　　○ Bill not accepted

Remarks if any:

[↻ Reset]　　　　　　　　　　　　　[⬛ Send to ADEN] [🖺 Save]

After sending, a Marking screen will appear as:

✅ File Marked Successfully

Bill Marked to:
ADEN1/SBC
aden1sbc

Copy To.

Marking Date: 📅 25/09/2019

Marked for Action :　　Bill Processing & Forwarding by Engineer's Representative (ADEN/AXEN).

#	Bill No	Bill Date	LOA No	Work Name	LOA Date	LOA Amount
1	SWR/SBC/Civil/2019/0005/B1	24/09/2019	01401470001197	Bangalore division: Proposed extension of washable apron for a length of 570 mtrs in SBC yard.	24/05/2019	18,556,235.4 ₹

1.5. Bill Processing and Forwarding by Engineer's Representative Screen (AEN)

Upon clicking the button , AEN can view the received "Bill" as below:

AEN can be downloading the signed PDF of Bill.
AEN should Digitally Sign the PDF of Bill (mandatory).

AEN can add the certificates by clicking upon "Add Certificate" button as:

Select the Certificates by clicking on checkbox. Only checked certificates will be added on save. After Save the certificates, Generate the PDF for the same and then Sign the generated PDF.

User can download the attached signed certificate, GSTIN details of Contractor and other attached documents.

And then select the suitable "Action" and then send to Engineer or return to Contractor if any corrections needed.

After sending, a Marking screen will appear as:

If User wants to pull back the sent bill (before any action could be taken by receiver), then choose the Outbox option from the Billing menu. Pull back screen as:

1.6.   Bill Processing by Engineer Screen

#	Bill No.	Bill Date	Agreement No. (Date)	LOA No. (Date)	Name of Work	
1	SWR/SBC/Civil/2019/0002/B6	16/07/2019	SWR/SBC/Civil/2019/0002 (10/07/2019)	01514270003186 (09/07/2019)	Bangalore-Jolarpet section: Supply installation of track based Rail lubricators (15 nos.) in Sr.DEN/East/SBC section including execution of two years after free operation of one year.	✎

Upon clicking the button ✎, Engineer can view the received "Bill" as below:

Engineer can download the signed PDF of Bill.
Select the suitable "Action" and then send to CDM for Technical Check or send to OS/Works for General Check or return to AEN if any corrections needed.

After sending, a Marking screen will appear as:
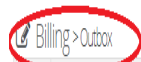
Bill Marked to:
SSE/Design & Drawing
ssedd1sbc

Copy To.

Marking Date: 📅 25/09/2019

Marked for Action :   Technical check of bill

✔ Bill forwarded successfully...!

#	Bill No	Bill Date	LOA No	Work Name	LOA Date	LOA Amount
1	SWR/SBC/Civil/2019/0005/B1	24/09/2019	01401470001197	Bangalore division: Proposed extension of washable apron for a length of 570 mtrs in SBC yard.	24/05/2019	18,556,235.4 ₹

If User wants to pull back the sent bill (before any action could be taken by receiver), then choose the Outbox option from the Billing menu. Pull back screen as:

1.7. Technical Check Screen for CDM

Upon clicking the button ✎, CDM can view the received "Bill" as below:

CDM can be download the signed PDF of Bill.

CDM can Edit the quantity or amount at special condition of Schedule items.

If CDM edit the quantity or amount of bill then he should generate the new PDF of Bill and should Digitally Sign the PDF of Bill (mandatory).

After signing the PDF, CDM should return the bill for AEN's Digital Sign and Contractor's Digital Sign.

And then select the suitable "Action" and then send to OS/Works or return to Engineer if any corrections needed.

After sending, a Marking screen will appear as:

✓ File Marked Successfully

Bill Marked to:
OS/Works 2
osworks2sbc

Copy To.   Marking Date: 📅 25/09/2019

| Marked for Action : | Checking and forwarding to Engineer for Bill Passing |

✓ Bill forwarded successfully...!

#	Bill No	Bill Date	LOA No	Work Name	LOA Date	LOA Amount
1	SWR/SBC/Civil/2019/0005/B1	24/09/2019	01401470001197	Bangalore division: Proposed extension of washable apron for a length of 570 mtrs in SBC yard.	24/05/2019	18,556,235.4 ₹

If User wants to pull back the sent bill (before any action could be taken by receiver), then choose the Outbox option from the Billing menu. Pull back screen as:

📝 Billing > Outbox

Sr.No.	Bill No. (Bill Date)	Agreement No. (AGMT Date)/ LOA No. (LOA Date)	Work Name	Sent To	Sent Date	Currently With	Action
1	SWR/SBC/Civil/2019/0005/B1 (24/09/2019)	SWR/SBC/Civil/2019/0005 (03/09/2019)/ 01401470001197 (24/05/2019)	Bangalore division: Proposed extension of washable apron for a length of 570 mtrs in SBC yard.	OS/Works 2 (osworks2sbc)	25/09/2019	OS/Works 2 (osworks2sbc)	↩
2	SWR/SBC/Civil/2019/0004/B1 (23/09/2019)	SWR/SBC/Civil/2019/0004 (02/09/2019)/ 00841730002656 (27/06/2019)	Bangalore -Jolarpet section: SW-I: CTR(P) of for a length of 3.45 km from km 337/200-339/000 Dn line and km 313/050-314/500 & 316/500, 316/700 up line. SW-II: CTR (P) for a length of 1 km from km 352/400 -353/400 DN line between Bangalore cantonment-Bangalore station. SW-III Bangalore-Jolarpet section: SW-I: TRR(P) for a length of 4.80 km between SKPT-PU in KPN section. SW-IV: TRR (P) of exg 52 kg rails with 60 kgs /90 UTS rails for a length of 0.67 km from Km 351/180-351/850 Dn in BNC yard. Maintenance period 1 month	OS/Works 2 (osworks2sbc)	23/09/2019	Sr. DEN (Co)/SBC (sdencsbc)	

1.8. General Check Screen

Upon clicking the button , OS/Works can view the received "Bill" as below:

OS/Works can be download the signed PDF of Bill.

OS/Works should Add Recoveries on the prepared Bill.

And then select the suitable "Action" and then send to Engineer or return to CDM if any corrections needed.

After sending, a Marking screen will appear as:

✓ File Marked Successfully

Bill Marked to:
Sr. DEN (Co)/SBC
sdencsbc

Copy To.

Marking Date: 📅 25/09/2019

| Marked for Action : | Bill-Passing and forwarding to IPAS |

✓ Bill forwarded successfully...!

#	Bill No	Bill Date	LOA No	Work Name	LOA Date	LOA Amount
1	SWR/SBC/Civil/2019/0005/B1	24/09/2019	01401470001197	Bangalore division: Proposed extension of washable apron for a length of 570 mtrs in SBC yard.	24/05/2019	18,556,235.4 ₹

If User wants to pull back the sent bill (before any action could be taken by receiver), then choose the Outbox option from the Billing menu. Pull back screen as:

Billing > Outbox

Sr.No.	Bill No. (Bill Date)	Agreement No. (AGMT Date)/ LOA No. (LOA Date)	Work Name	Sent To	Sent Date	Currently With	Action
1	SWR/SBC/Civil/2019/0005/B1 (24/09/2019)	SWR/SBC/Civil/2019/0005 (03/09/2019)/ 01401470001197 (24/05/2019)	Bangalore division: Proposed extension of washable apron for a length of 570 mtrs in SBC yard.	Sr. DEN (Co)/SBC (sdencsbc)	25/09/2019	Sr. DEN (Co)/SBC (sdencsbc)	↩
2	SWR/SBC/Civil/2019/0004/B1 (23/09/2019)	SWR/SBC/Civil/2019/0004 (02/09/2019)/ 00841730002656 (27/06/2019)	Bangalore -Jolarpet section: SW-I: CTR(P) of for a length of 3.45 km from km 337/200-339/000 Dn line and km 313/050-314/500 & 316/500, 316/700 up line. SW-II: CTR (P) for a length of 1 km from km 352/400 -353/400 DN line between Bangalore cantonment-Bangalore station. SW-III Bangalore-Jolarpet section: SW-I: TRR(P) for a length of 4.80 km between SKPT-PU in KPN section. SW-IV: TRR (P) of exg 52 kg rails with 60 kgs /90 UTS rails for a length of 0.67 km from Km 351/180-351/850 Dn in BNC yard. Maintenance period 1 month	Sr. DEN (Co)/SBC (sdencsbc)	23/09/2019	Sr. DEN (Co)/SBC (sdencsbc)	

1.9. Bill Processing and Forwarding to IPAS Screen

🛈 **Inbox: Bill(s)**

#	Bill No.	Bill Date	Agreement No. (Date)	LOA No. (Date)	Name of Work	
1	SWR/SBC/Civil/2019/0002/B6	16/07/2019	SWR/SBC/Civil/2019/0002 (10/07/2019)	01514270003186 (09/07/2019)	Bangalore-Jolarpet section: Supply installation of track based Rail lubricators (15 nos.) in Sr.DEN/East/SBC section including execution of two years after free operation of one year.	✎

Upon clicking the button ✎, Engineer can view the received "Bill" as below:

Engineer can be downloading the signed PDF of Bill.
Engineer should Digitally Sign the PDF of Bill (mandatory).
User can edit the GSTIN details by clicking upon "Edit" button.

Bill GSTIN Details

LOA No	01401470001197
Agreement No	SWR/SBC/Civil/2019/0005
Bill No	SWR/SBC/Civil/2019/0005/B1
Name of Contractor	DIVYA TILES-CHIKKABALLAPUR

Code   140147

Invoice Description   [Invoice Description]

Invoice No:	[Invoice No]	Date: [Invoice Date]
GSTIN No:	[GSTIN No]	PAN No: [PAN No]
Bank Name:	[Bank Name]	Bank's IFSC Code: [Bank Code]
Account No.:	[Account No]	Invoice Amount: 178640
Voucher Ref.:	[Voucher Ref.]	Voucher Date: [Voucher Date]

Invoice Details:

Item Sr. No.	HSN/SAC	HSN/SAC Code	Item Description	Qty	Unit	Rate	Value	Taxable Amount	Item Category	Eligible for ITC	View/ Edit Taxes
	--Sele ▼				-Select- ▼				-Select- ▼	-Select- ▼	

⊕ Add Row

Declaration regarding Shramik Kalyan Portal

☐ I hereby certify that I have uploaded the correct details of contract labours engaged in connection with this contract and payments made to them during the wage period in Railways Shramik Kalyan Portal at www.shramikkalyan.indianrailways.gov.in till Month , Year .

◉ Close   💾 Save   ◉ Generate PDF

By clicking "Add Row", user can fill multiple Invoice details.

Invoice Details:

Item Sr. No.	HSN/SAC	HSN/SAC Code	Item Description	Qty	Unit	Rate	Value	Taxable Amount	Item Category	Eligible for ITC	View/ Edit Taxes
121	HSN ▼	12101	test bill	1.0	CARTON ▼	178640.0	178640.0	178640.0	Regular ▼	Partially Eligible ▼	🖉

⊕ Add Row

Declaration regarding Shramik Kalyan Portal

☑ I hereby certify that I have uploaded the correct details of contract labours engaged in connection with this contract and payments made to them during the wage period in Railways Shramik Kalyan Portal at www.shramikkalyan.indianrailways.gov.in till 9 , 2019 .

◉ Close   💾 Save   ◉ Generate PDF

By clicking "View/Edit Taxes" button, user can fill taxes against corresponding item as:

By clicking "Add Row", user can fill multiple Taxes, Duties & Charges.
After save all the GSTIN and Invoice details, user should Generate PDF for this by clicking upon "Generate PDF" button.

After PDF generation, "Sign" button would be appear for signing the PDF as:

Invoice Details:

Item Sr. No.	HSN/SAC	HSN/SAC Code	Item Description	Qty	Unit	Rate	Value	Taxable Amount	Item Category	Eligible for ITC	View/Edit Taxes
121	HSN ▾	12101	test bill	1.0	CARTON ▾	178640.0	178640.0	178640.0	Regular ▾	Partially Eligible ▾	

⊕ Add Row

Declaration regarding Shramik Kalyan Portal

☑ I hereby certify that I have uploaded the correct details of contract labours engaged in connection with this contract and payments made to them during the wage period in Railways Shramik Kalyan Portal at www.shramikkalyan.indianrailways.gov.in till 9 , 2019 .

⊚ Close   **✎ Sign**

After signing the GSTIN details, click on close button.
And then select the suitable "Action" and then send to Finance or return to OS/Works if any corrections needed.

After sending, a Marking screen will appear as:

If User wants to pull back the sent bill (before any action could be taken by receiver), then choose the Outbox option from the Billing menu. Pull back screen as:

1.10. Processing Screen for Finance

Upon clicking the button , Finance user can view the received "Bill" as below:

Mention Remarks, if any and then send to the "Bill" to Contractor or return to OS/Works if any corrections needed.