



CHHATTISGARH MEDICAL SERVICES CORPORATION LTD.

USER MANUAL **For** **NEW USER REGISTRATION** **&** **PASSWORD RECOVERY**



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Need for this Module

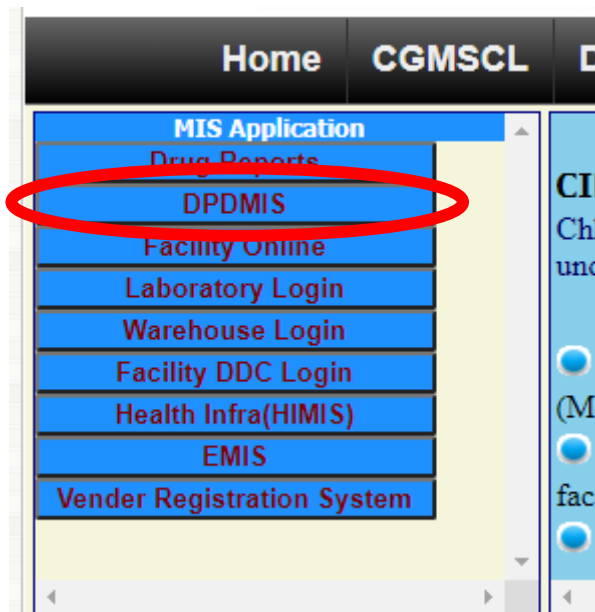
Recently, it has been observed that many suppliers were not able to reset their password and had to mail to the IT Department for the same. The launch of this module not only makes the supplier self-reliant and independent but also reduces the workload of the IT team. This module is completely automated and requires little or no human interaction.

Navigation

For Future reference to find this password reset module, the user has to go through the following steps: -

Step 1: Navigate to www.cgmsc.gov.in

Step 2: Find the Left side menu bar where you can find multiple links such as Drug Reports, DPDMIS, Facility Online, Laboratory Login, etc.



Step 3: Click on the link stating *DPDMIS* which will redirect to the below-mentioned page.



Login

ADMIN TYPE: --CGMSCL User--

EMAIL ID:

PASSWORD:

Remember me

Login

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[Click here for Supplier Sign Up/Reset Password](#)

General Report

Step 4: Click on the “Click here for Supplier Sign Up/Reset Password”.



Sign Up Module

Whenever a new supplier is selected through CGMSC's tender process, the supplier needs to become a user of the DPDMIS system to avail the benefits of an online system. As mentioned above the supplier needs to go through those steps to enter the module being depicted below.

LOGIN

Supplier Sign Up/Reset Password

[Download Supplier Manual For New User Sign Up and Reset Password](#)

Choose Firm/Supplier	BNS HEALTH AIDS ▼
Generated User ID/Login ID	No User ID

Forget & Reset New Registration

Supplier	BNS HEALTH AIDS	
Mobile No	XXXXXXXX454	
Email No	XXXXXXXXkas@bnshealthaids.com	
	<div style="border: 2px solid red; border-radius: 50%; padding: 5px; display: inline-block;">Send OTP</div>	
*OTP will be sent on registered email and Mobile No		
Enter User ID/Login ID	<input type="text"/>	@dpdmis.in
New Password	<input type="password"/>	
Repeat Password	<input type="password"/>	
Enter OTP	<input type="text"/>	
	<div style="border: 2px solid red; border-radius: 50%; padding: 5px; display: inline-block;">New Register</div>	<div style="background-color: #4a7ebb; color: white; padding: 5px 15px; border-radius: 5px;">Cancel</div>

[Go to DPDMIS Portal](#)

For a new user, the system will show the Supplier's Mobile No. (only Last 3 Digits) and Email-id is in the hidden form which will help the user to know which details are stored in the DPDMIS system. On clicking the "Send OTP" button the user will receive OTP in both the email ID and Mobile number. Below is an attached screenshot of a sample email generated from the system.



CGMSCL DPDMIS OTP for New Registration Inbox x



cgmsclotpservices@gmail.com

to me ▾

Dear Supplier Greetings From CGMSCL!

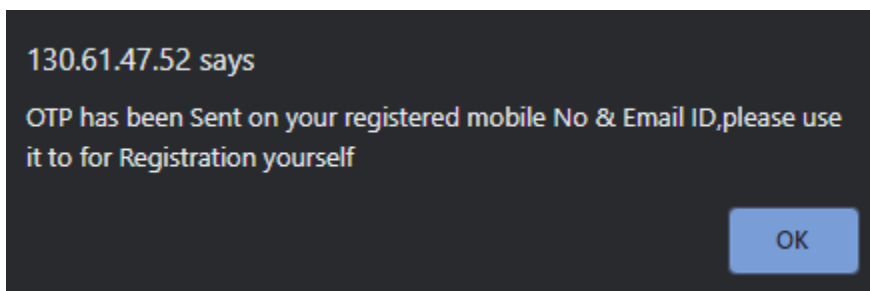
M/s. BNS HEALTH AIDS

Your OTP for New Registration is 9837 Please use to Validate. Please do not Share with anyone ,Please do not reply on above mail !

Reply

Forward

On successfully entering the password and OTP as mentioned in the previous section, the following validation box is shown.



Once the above box is displayed on the webpage it means that the userid has been successfully created and the same can be now used to login to the DPDMIS module.



Reset Password Module

If the user is already registered into the system the software allows only for a password reset and not new registration by default. If the user has misplaced or forgotten his/her password then he/she can reset the password via this mechanism.

Step 1: The user has to select the name of Firm/Supplier from the “Choose Firm/Supplier” text box.

Step 2: The user can now see the generated USER ID / LOGIN ID from the next text field and can save it for future reference.

Step 3: Clicking on the Send OTP button will again trigger the need for OTP generation and the same will be received on registered Email ID and Phone number. On entering the OTP user can select their new password on their own.

LOGIN		
Supplier Sign Up/Reset Password		
Download Supplier Manual For New User Sign Up and Reset Password		
Choose Firm/Supplier	ADVY Chemical Pvt. Ltd	
Generated User ID/Login ID	advy@dpmis.in	
<input checked="" type="radio"/> Forget & Reset <input type="radio"/> New Registration		
Supplier	ADVY Chemical Pvt. Ltd	
Mobile No	XXXXXXXX600	
Email No	XXXXXXnfo@advychemical.com	
	<input type="button" value="Send OTP"/>	
*OTP will be sent on registered email and Mobile No		
New Password	<input type="text"/>	
Repeat Password	<input type="text"/>	
Enter OTP	<input type="text"/>	
	<input type="button" value="Reset Password"/>	<input type="button" value="Cancel"/>
Go to DPDMIS Portal		



Contact Us

In case of any queries pls send us a mail at cgmsc.it@gmail.com