



CHHATTISGARH MEDICAL SERVICES CORPORATION LIMITED

USER MANUAL FOR SUPPLIER MODULE

Chhattisgarh Medical Services Corporation Ltd.

North West Corner, CG Housing Board Commercial Complex,
Sector -27, Atal Nagar, Nava Raipur

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MESSAGE TO SUPPLIERS

As CGMSC's Information and Technology team we support CGMSC's commitment to innovation and excellence by providing its customers namely Ministry of Health and family Welfare, Directorate of Health Services, Directorate of Medical Education, Hospitals in Urban and Rural areas, Medical colleges and most of all the end users i.e. the walk in patients with exceptional quality and delivery at lowest possible cost, while also ensuring sustainability across our supply chain based on high ethical and environmental standards. Vital to success is a shared purpose with key supplier and business partners. Having a shared purpose and collaborating closely will help both parties to achieve the highest quality, sustainability and consistently high performance. This will also accelerate value creation and frugal mindset, and lead to enhanced delivery of medical support and services to the poorest of poor population that walks in to a Govt health care facility.

To help CGMSC suppliers perform to a high standard and in order to provide transparency with regard to our expectations, we created the CGMSC User Manual for Supplier Module. This single source of reference, which comprises all relevant information and guidelines that explains how to make full use of DPDMIS functionalities which impact the supply domain, was designed to make the Supplier Module easy to understand and follow. Adhering to the policies and processes contained within the CGMSC Supplier Manual will underpin close collaboration and foster strong relationships. Working better together will enable CGMSC as well as its suppliers to optimize processes and improve delivery of health services.

To conclude, following the processes gathered in CGMSC Supplier Manual will provide your company greater visibility to material and document flow. We hope that you find the CGMSC Supplier Manual helpful, and would like to take this opportunity to thank you for your collaboration.

HOW TO USE THIS MANUAL?

This document has been created to help you understand and make effective use of the supplier module. CGMSC expects its suppliers to ensure that suppliers' processes, systems, products and services are aligned to our business priorities and customer commitments and this module will further enable us to do so.

The rules, processes, and requirements described here apply to all CGMSC suppliers and vendors in every region of India.

SOME GUIDING PRINCIPLES

This manual is written in English.

Each chapter of the manual is broken into sections that describe important CGMSC supplier processes.

Each section is organized to help you understand:

- Purpose: What each process is designed to achieve
- Scope: To what each process applies
- Description: What the process is
- Responsibilities: What you need to do to adhere to the process, and how CGMSC will support you
- Supplier benefits: What your organization stands to gain

Where applicable, the manual provides links to associated documentation you may need, or find useful.

As robust change management and clear communication are important to CGMSC, we commit to:

- Review and update the Supplier Manual on regular basis
- Notify you when changes are made to the Supplier Manual
- Ensure that the latest version of the Supplier Manual is available on the CGMSC Supplier Portal.

Please note that it is your responsibility to download the latest version from the portal. This Supplier Manual is intended to supplement the contract documentation in place with each supplier, and to provide greater transparency and agility by making certain processes online. Nothing contained in this Supplier Manual is intended to contradict, modify, or amend any contractual agreement in place between CGMSC and a supplier. Such contractual commitments are binding between both parties, irrespective of any language contained within this Supplier Manual.

1.0 SUPPLIER MODULE

Purpose: To enable enhanced coordination and communication between suppliers and CGMSC supplier module was developed. This will reduce time delay, paperwork, miscommunications, loss of communication and increased visibility to material logistics and document flow.

Scope: The module provides supplier's the access to view and/or update the below:

- Supply order confirmation.
- Ware House wise Dispatch details.
- Security Deposit Submission.
- Item Subscription.
- New Tender Alerts.
- Supply monitoring with Payment acknowledgement.

Responsibilities:

- Each supplier that is doing business or intends to do business with CGMSC needs to register online in the Supplier Portal.
- Registered suppliers need to download this manual and adhere to the processes described herein.
- Suppliers need to immediately contact CGMSC in case of any issues or clarifications with respect to any process, rules or figures mentioned here.

Description:

The supplier module will enable certain processes to be conducted online. Processes like order acknowledgement, delivery schedule, dispatch schedule, batches to be dispatched, supply invoice, uploading certificates/test reports, payment details etc will be carried out online. This module will subsequently describe in detail all the steps with screenshots necessary for the supplier to follow.

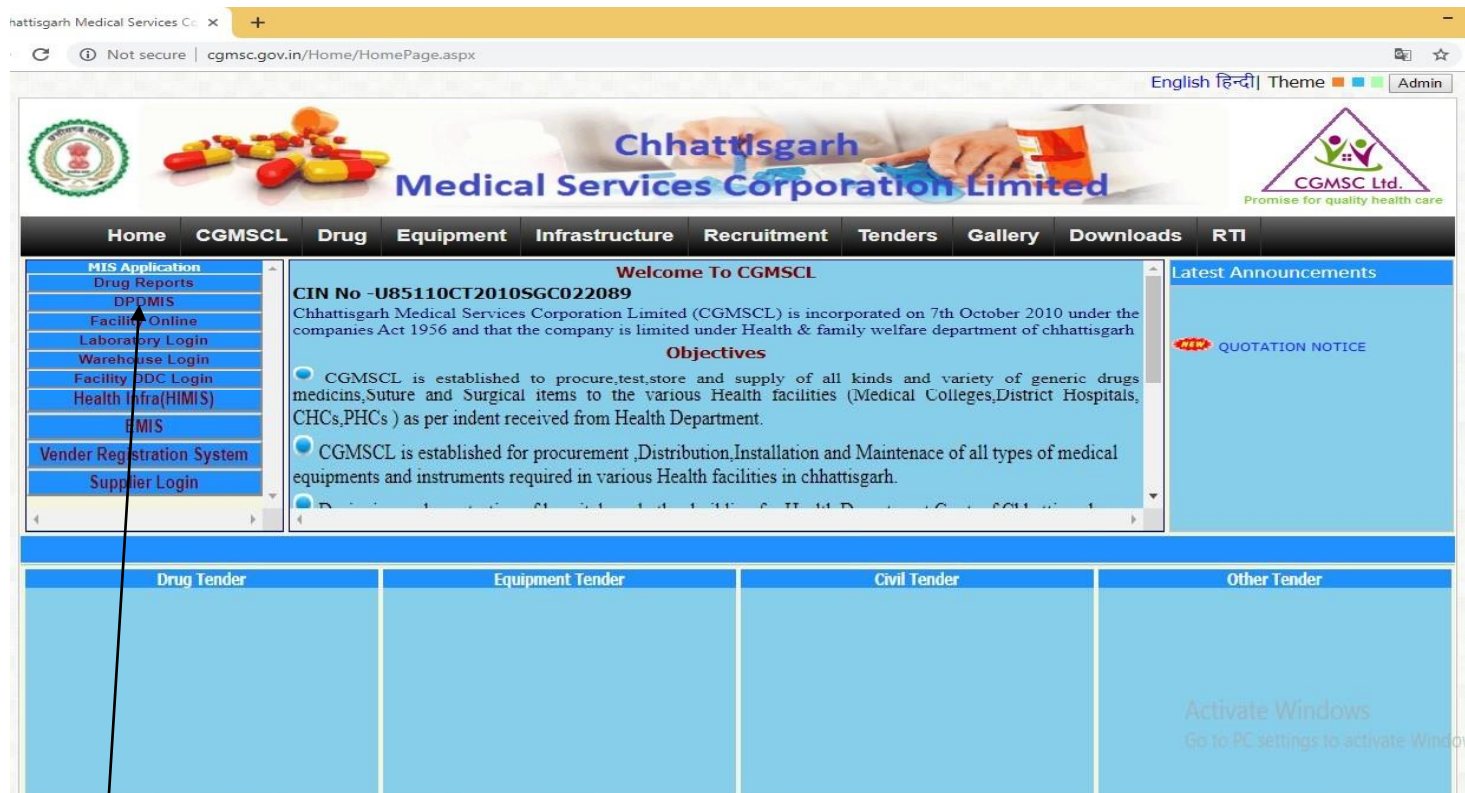
Supplier benefits:

- Reduce documentation
- Suppliers will have greater visibility to receipts, MRC, payments etc
- Enhanced and increased communication online and reduced offline communication
- Reduce delay due to documentation, communication etc

2.0 NAVIGATION: SUPPLIER LOGIN

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

STEP 2: Click on DPDMIS



hattisgarh Medical Services Co. x +

Not secure | cgmsc.gov.in/Home/HomePage.aspx

English हिन्दी | Theme | Admin

Chhattisgarh Medical Services Corporation Limited

CGMSCL Ltd. Promise for quality health care

Home CGMSCL Drug Equipment Infrastructure Recruitment Tenders Gallery Downloads RTI

MIS Application
Drug Reports
DPDMIS
Facility Online
Laboratory Login
Warehouse Login
Facility DDC Login
Health Infra(HIMIS)
HIMIS
Vender Registration System
Supplier Login

Welcome To CGMSCL

CIN No -U85110CT2010SGC022089

Chhattisgarh Medical Services Corporation Limited (CGMSCL) is incorporated on 7th October 2010 under the companies Act 1956 and that the company is limited under Health & family welfare department of chhattisgarh

Objectives

- CGMSCL is established to procure, test, store and supply of all kinds and variety of generic drugs, medicines, Suture and Surgical items to the various Health facilities (Medical Colleges, District Hospitals, CHCs, PHCs) as per indent received from Health Department.
- CGMSCL is established for procurement, Distribution, Installation and Maintenance of all types of medical equipments and instruments required in various Health facilities in chhattisgarh.

Latest Announcements

QUOTATION NOTICE

Drug Tender	Equipment Tender	Civil Tender	Other Tender

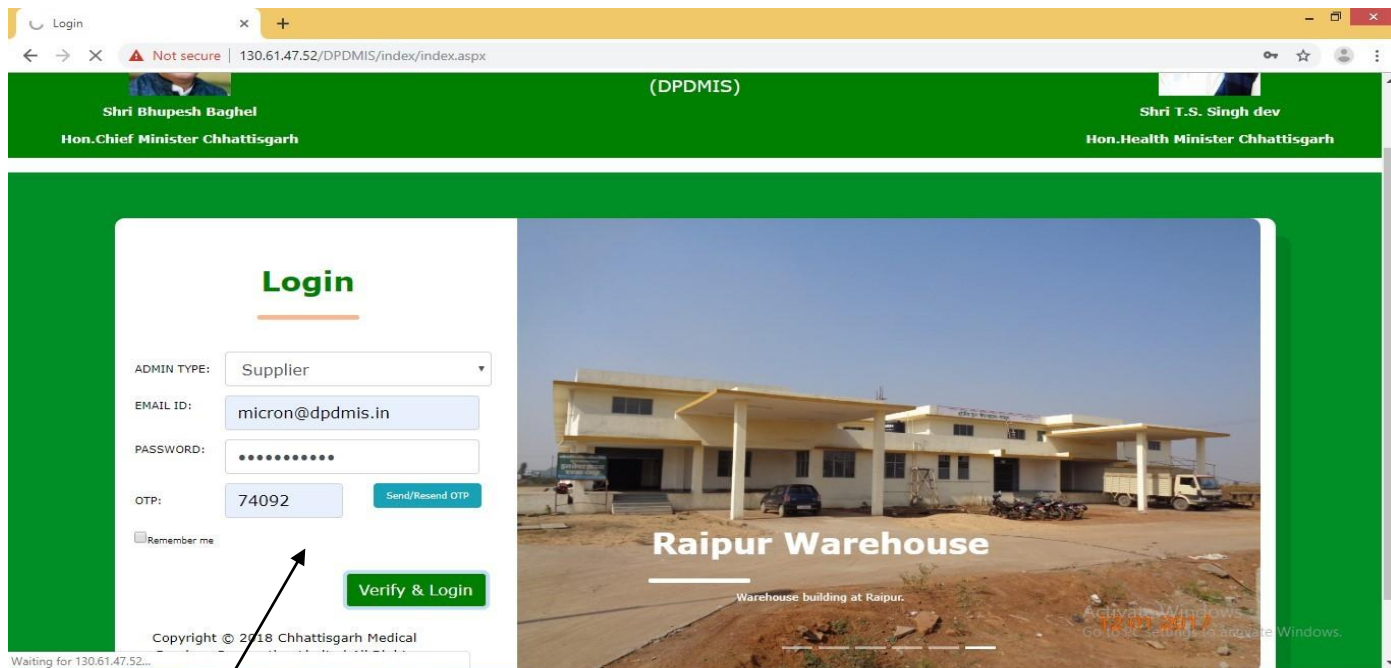
Activate Windows
Go to PC settings to activate Windows

Click on DPDMIS from
cgmsc.gov.in website

STEP 3: Select 'Supplier' in ADMIN TYPE

STEP 4: Enter email ID and Password

STEP 5: Click on 'Send/Resend OTP' and enter OTP received in registered mobile



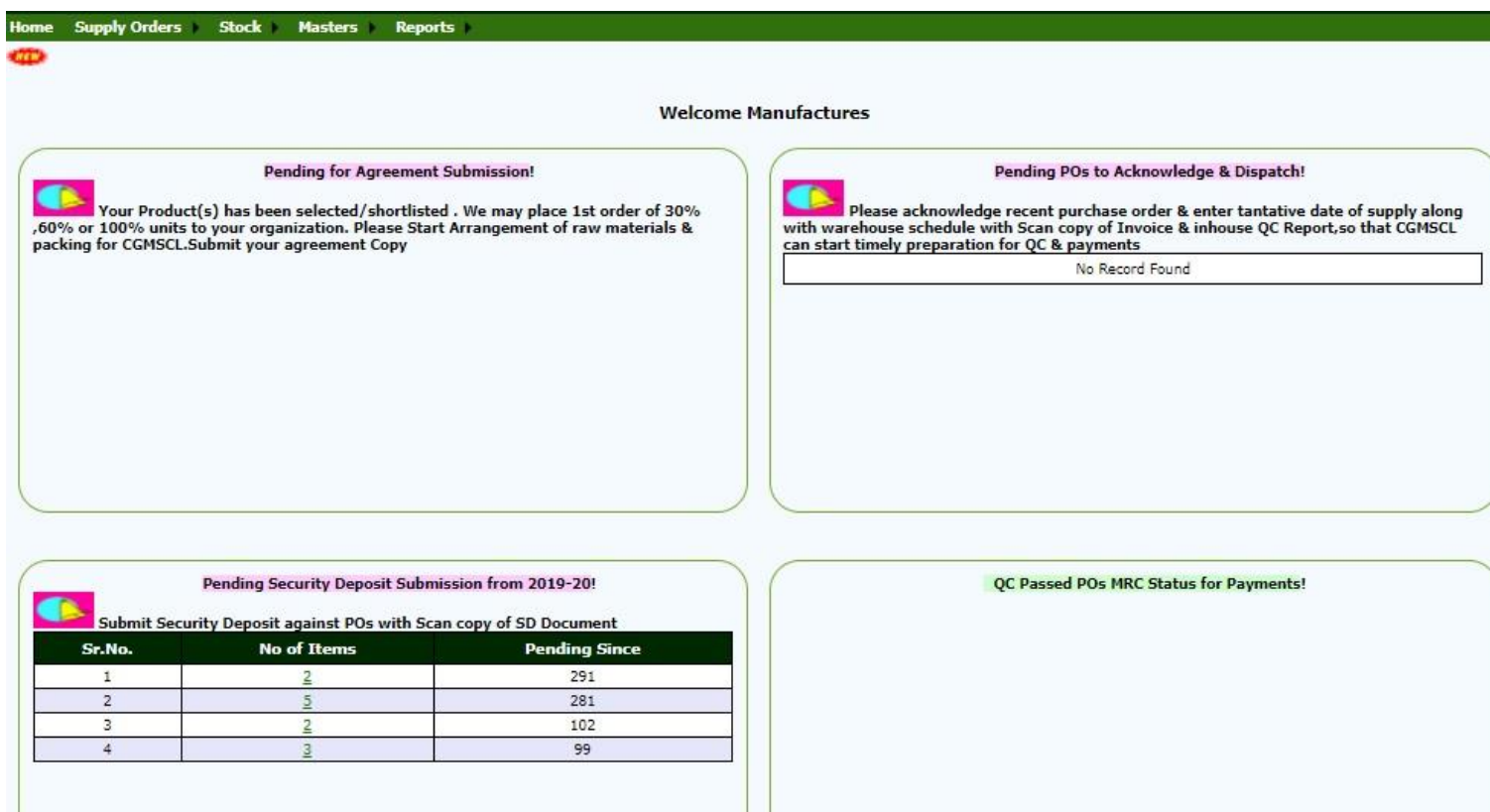
- Enter Email id provided by CGMSC e.g xxxx@dpmis.in
- Enter Password
- **Click on Send/Resend OTP and enter the OTP received on registered mobile.**

If any supplier does not have email id and password then please refer '*USER MANUAL For NEW USER REGISTRATION & PASSWORD RECOVERY*' for email id and password creation shared earlier.

- OTP will be generated for each time when login is done.
- It is mandatory to register mobile no if not registered.

3.0 HOME PAGE

STEP 5 will lead to Home Page. From homepage you can navigate to **Supply Orders, Stock, Masters** and or **Reports**. Each Home Menu Tab is discussed in detail in subsequent pages.



Home Supply Orders Stock Masters Reports

Welcome Manufactures

Pending for Agreement Submission!

Your Product(s) has been selected/shortlisted . We may place 1st order of 30% ,60% or 100% units to your organization. Please Start Arrangement of raw materials & packing for CGMSCL.Submit your agreement Copy

Pending POs to Acknowledge & Dispatch!

Please acknowledge recent purchase order & enter tentative date of supply along with warehouse schedule with Scan copy of Invoice & inhouse QC Report,so that CGMSCL can start timely preparation for QC & payments

No Record Found

Pending Security Deposit Submission from 2019-20!

Submit Security Deposit against POs with Scan copy of SD Document

Sr.No.	No of Items	Pending Since
1	2	291
2	5	281
3	2	102
4	3	99


QC Passed POs MRC Status for Payments!







Home Page will display brief of:

- Pending Items for Agreement Submission
- Pending Purchase Orders to Acknowledgement & Dispatch
- Pending Security Deposit Submission
- QC Passed POs and MRC Status for Payment


4.0 SUPPLY ORDERS: APPLY EXTENSION

Clicking on **Supply Orders** Tab will provide a dropdown list from where you can choose either **Apply extension** or **Apply Shelf Life extension**

Selecting **Apply Extension** will lead to the below page where applicable POs can be seen. If extension is required for any PO/POs then you can choose the relevant PO/POs and apply for extension by clicking on 'Action 

SlNo	PO Number	PO Date	Item Info	Allowed Days Last Date of Supply	PO QTY	Download	Action	Extension Details
1	Drug Cell/19-20/101900066 32967	17-05-2019	D693 Monteleukast 4mg Tab.	60 16/07/2019	965	1. SO-32967-2.pdf 2. SO-32967-1.pdf		
2	Drug Cell/19-20/101900161 33069	22-06-2019	D563 Atorvastatin 10mg Tablet	60 21/08/2019	2845	1. SO-33069-2.pdf 2. SO-33069-1.pdf		
3	Drug Cell/19-20/101900005 32906	02-05-2019	D1 Acetazolamide Tab. IP	60 01/07/2019	482	1. SO-32906-2.pdf 2. SO-32906-1.pdf		
4	Drug Cell/19-20/101900007 32908	02-05-2019	D226 Fluconazole 200mg Tablet	60 01/07/2019	667	1. SO-32908-2.pdf 2. SO-32908-1.pdf		
5	Drug Cell/19-20/101900044 32945	17-05-2019	D1 Acetazolamide Tab. IP	60 16/07/2019	319	1. SO-32945-2.pdf 2. SO-32945-1.pdf		
6	Drug Cell/19-20/101900108 33013	03-06-2019	D212 Theophylline and Etofylline 100mg Tablet - 77mg+23m	60 02/08/2019	16056	1. SO-33013-2.pdf 2. SO-33013-1.pdf		

Click on  to Apply for Extension

Clicking on 'Action 

Purchase Order Extension

Financial Year **Extension No** SUP00019/ET/00001/20-21

PO No:- Drug Cell/19-20/101900066 **PO Date:-** 17-05-2019

Extension Date:-

Upload Extension Letter:- No file chosen

4.1 SUPPLY ORDERS: APPLY SHELF LIFE EXTENSION

The next option on the dropdown list is **Apply Shelf Life Extension**. If shelf life extension is required for any PO/POs then you can apply for the same by clicking on 'Apply Extension' for the relevant PO/POs.

Drug Procurement & Distribution Management Information System (DPDMIS)
Chhattisgarh Medical Services Corporation Limited, Government of Chhattisgarh

MICRON PHARMACEUTICALS (micron@dodmis.in) | Change password | Log
Last Log In : NOV 15 2019 12:45:19 P.M. IST (43.255.143.20)

Home Supply Orders Stock Masters Reports

Apply Extension
Apply Self Life Extension

Purchase Order Self Life Extension

Click Apply For Self Life Cycle Entry: 2019-2020 +

Life Cycle Approval

Sl. No.	PO No.	PO Date	Status	Extension Details
1	Drug Cell/19-20/101900044 32945	17-05-2019	Apply Extension	
2	Drug Cell/19-20/101900161 33069	22-06-2019	Apply Extension	
3	Drug Cell/19-20/101900381 33295	08-08-2019	Apply Extension	
4	Drug Cell/19-20/101900005 32906	02-05-2019	Apply Extension	

Click on Apply Extension

Clicking on Apply Extension above will lead to the below page for Shelf Life Extension Entry. Here you can enter necessary details like batch number, item code, batch quantity etc with remarks and on clicking the check button an extension application will be automatically reflected in CGMSC system.

Self Life Extension Entry

Back

PO. NO. Drug Cell, Date 05-05-2020
Self Life Extension No: Auto generated Apply Date: 19-02-2021

Remarks

Upload File No file chosen

Self Life Extension Data General

Sl. No.	Item code & description	Batch Details					
		Sl. No.	Batch No.	Mfg date (MM/YYYY)	Exp Date (MM/YYYY)	Batch Quantity (in Nos)	Actions
1	<input type="text"/> Strength: <input type="text"/> SKU: <input type="text"/> Type: <input type="text"/> PackQty: <input type="text"/>	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="✓"/> <input type="button" value="✗"/>

4.2 MASTERS: SUPPLIER INFO

Clicking on **Masters** Tab will provide a dropdown to select **Supplier Info** or **Item Subscription**. Selecting **Supplier Info** will open the below page. In this page every supplier needs to check and update their data at least once.

Home Supply Orders Stock Masters Reports

Supplier

Supplier Info	
Supplier Code	SUP00019 Is Active? <input checked="" type="checkbox"/>
Supplier Name	MICRON PHARMACEUTICALS
Supplier Type	Manufacturer
Address Info	
Address	2117, A-2 PHASE-III , GIDC VAPI , VAPI ,DistValsad
City	Valsad
Postal Code	396195
Country	India
Contact Info	
Contact Person	
Mobile 1	991xxxxxxx
Mobile 2	
Landline	
Fax	
Email ID	abc@micronpharma.in
Other Info	
GS1 Company Prefix Number	
Company registration No.	

- Supplier can update their existing information.
- Mobile1 is mandatory to be updated as SMS for all transaction will be sent to this number.

4.3 MASTERS: ITEM SUBSCRIPTION

The next option on the **Masters** Tab dropdown is **Item Subscription**. Selecting it will lead to the below page where a supplier can enter all the items that they manufacture.

Procurement & Distribution Management Information System (DPDMIS) | CMG BIOTECH PVT. LTD. (cmgbiotech@dpdmis.in) | Change pass
 Medical Services Corporation Limited, Government of Chhattisgarh | Supplier: CMG 1001

Home > Masters > Reports >

Supplier-Item Subscription (Use For Alert)

Drugs
 Consumable
 Suture
 Ayush
 Show All Tablets
 Show All Injection
 Show Syrup
 Show Cream

Search By Item:

S.No	Check to Subscribe	Item Code	Item Name	Strength	Unit
1	<input checked="" type="checkbox"/>	D395	Paracetamol Tab. IP	500 mg	10 X 10
2	<input checked="" type="checkbox"/>	D395	Paracetamol Tab. IP	500 mg	10 X 10
3	<input checked="" type="checkbox"/>	D395	Paracetamol Tab. IP	500 mg	10 X 10
4	<input checked="" type="checkbox"/>	D395	Paracetamol Tab. IP	500 mg	10 X 10
5	<input checked="" type="checkbox"/>	D395	Paracetamol Tab. IP	500 mg	10 X 10
6	<input checked="" type="checkbox"/>	SP98	Ibuprofen + paracetamol Tablet	400mg+325mg	10 X 10
7	<input checked="" type="checkbox"/>	D395	Paracetamol Tab. IP	500 mg	10 X 10
8	<input checked="" type="checkbox"/>	D395	Paracetamol Tab. IP	500 mg	10 X 10
9	<input type="checkbox"/>	SP101	Diclofenac + Paracetamol Tablet	50 mg+500 mg,	10 X 10


Already Subscribed Items

S.No	Check to Unsubscribe	Item Code	Item Name	Strength	Unit
1	<input type="checkbox"/>	D52	Atenolol Tab. IP	50 mg	10 X 10
2	<input type="checkbox"/>	D60	Azithromycine 250 Tablet IP	250 mg	10 x 10
3	<input type="checkbox"/>	D683	Levocetirizine 5 mg Tablet	5 mg	10 X 10

- Search Items to subscribe, click on show button. All related items will be displayed as above
- Check on check box, and then click on “Add to Subscribe” button to subscribe.

- This page will be used for entering details of medicines manufactured by company.
- Auto generated SMS & email will be sent to supplier if tender is floated for any of entered drug /medicines/consumables.
- Already awarded items will be displayed under ‘Already Subscribed Items’

5.1 STOCK: ORDER ACKNOWLEDGEMENT

From the Stock tab dropdown list one can select Order Acknowledgement which will open below page. Here the supplier needs to click on the  button in the 'Action for Order Acknowledgement' column which will provide access to enter details like 'Dispatch No', 'Tentative Date to be Supplied' and 'To Be Supplied Quantity'.


Home Supply Orders Stock Masters Reports


Purchase Order Acknowledgement & Tentative Date of Supply

Note: Please click on + Button (Action for acknowledgement) within 7 days of online receipt of Purchase order & Fill the Tentative date of supply with quantity.

Select PO Fin. Year :-
2019-2020

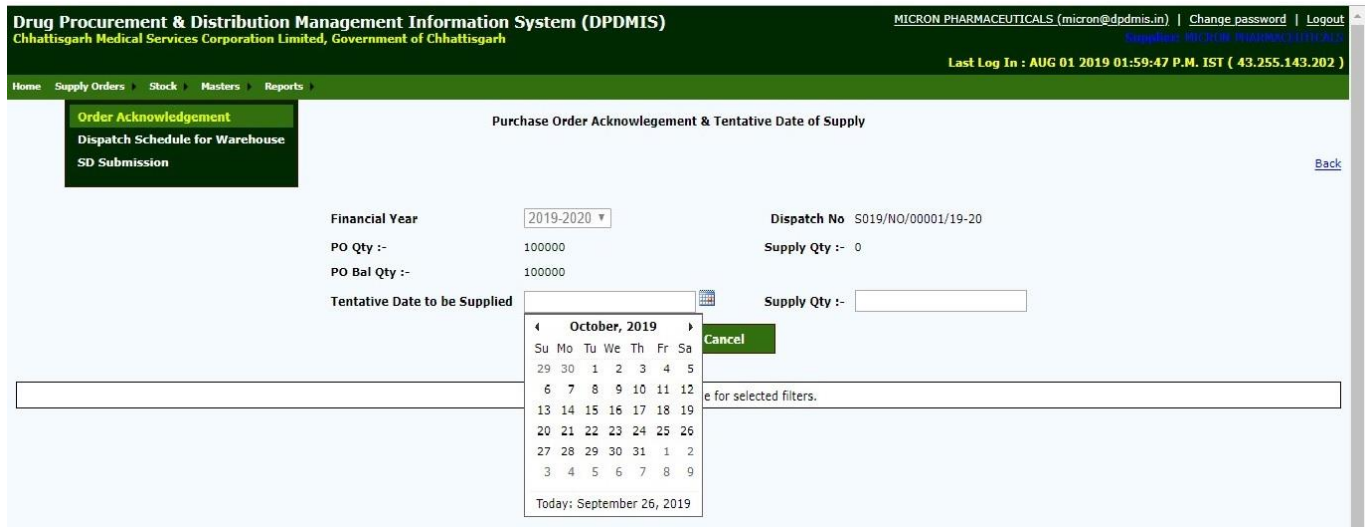
Sl. No.	PO Number	PO Date	Item Info	Allowed Days Last Date of Supply	PO QTY	PO Value	PO SD Value	Download	Action for Acknowledgement	Dispatch Details								
1	Drug Cell/19-20/10190006632967	17-05-2019	D693 Monteleukast 4mg Tab.	60 16/07/2019	965	52526.88	2626.3440	1_SO-32967-2.pdf 2_SO-32967-1.pdf										
2	Drug Cell/19-20/10190016133069	22-06-2019	D563 Atorvastatin 10mg Tablet	60 21/08/2019	2845	79660	3983	1_SO-33069-2.pdf 2_SO-33069-1.pdf										
3	Drug Cell/19-20/10190000532906	02-05-2019	D1 Acetazolamide Tab. IP	60 01/07/2019	482	49597.80	2479.89	1_SO-32906-2.pdf 2_SO-32906-1.pdf										
18	Drug Cell/19-20/10190038333297	08-08-2019	D132 Clotrimazole Cream IP	60 07/10/2019	100000	627000	31350	1_SO-33297-2.pdf 2_SO-33297-1.pdf		<table border="1"> <thead> <tr> <th>Sl. No.</th> <th>Dispatch No</th> <th>Tentative Date to be Supplied</th> <th>To be Supplied QTY</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>SUP00019/NO/00001/19-20</td> <td>05-10-2019</td> <td>100000</td> </tr> </tbody> </table>	Sl. No.	Dispatch No	Tentative Date to be Supplied	To be Supplied QTY	1	SUP00019/NO/00001/19-20	05-10-2019	100000
Sl. No.	Dispatch No	Tentative Date to be Supplied	To be Supplied QTY															
1	SUP00019/NO/00001/19-20	05-10-2019	100000															
19	Drug Cell/19-20/10190049633415	11-09-2019	D347 Metronidazole Benzoate Oral Suspension IP	60 10/11/2019	88000	975920	48796	1_SO-33415-2.pdf 2_SO-33415-1.pdf										

Clicking on the  button will lead to tentative date of supply page

This data will be reflected here once it is updated in the page that opens up on clicking the  button

5.1.1 TENTATIVE DATE OF SUPPLY

In this page one needs to enter the tentative dates of dispatch and supply quantity for the relevant PO. Updating the details in this page will reflect in the previous page of **Order Acknowledgement**.



Drug Procurement & Distribution Management Information System (DPDMIS)
Chhattisgarh Medical Services Corporation Limited, Government of Chhattisgarh

MICRON PHARMACEUTICALS (micron@dpedmis.in) | Change password | Logout
Last Log In : AUG 01 2019 01:59:47 P.M. IST (43.255.143.202)

Home Supply Orders Stock Masters Reports

Order Acknowledgement
Dispatch Schedule for Warehouse
SD Submission

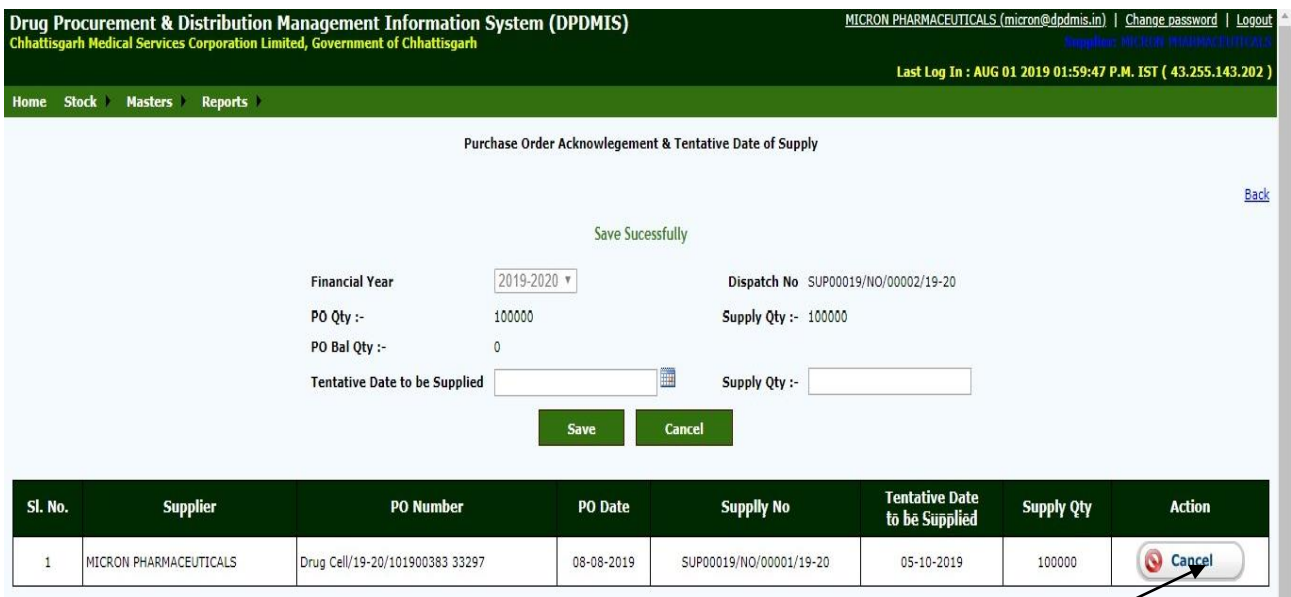
Purchase Order Acknowledgement & Tentative Date of Supply

Financial Year: 2019-2020
PO Qty :- 100000
PO Bal Qty :- 100000
Dispatch No: S019/NO/00001/19-20
Supply Qty :- 0
Tentative Date to be Supplied: [Date Picker]
Supply Qty :- [Input Field]

Calendar: October, 2019
Su Mo Tu We Th Fr Sa
29 30 1 2 3 4 5
6 7 8 9 10 11 12
13 14 15 16 17 18 19
20 21 22 23 24 25 26
27 28 29 30 31 1 2
3 4 5 6 7 8 9
Today: September 26, 2019

Cancel

- Enter 'Tentative Date to be Supplied' & 'Supply Qty' for each Purchase Order
- Click on 'Save' Button.
- Already saved entry can be cancelled by clicking on 'Cancel' button.



Drug Procurement & Distribution Management Information System (DPDMIS)
Chhattisgarh Medical Services Corporation Limited, Government of Chhattisgarh

MICRON PHARMACEUTICALS (micron@dpedmis.in) | Change password | Logout
Last Log In : AUG 01 2019 01:59:47 P.M. IST (43.255.143.202)

Home Stock Masters Reports

Purchase Order Acknowledgement & Tentative Date of Supply

Save Successfully

Financial Year: 2019-2020
PO Qty :- 100000
PO Bal Qty :- 0
Dispatch No: SUP00019/NO/00002/19-20
Supply Qty :- 100000
Tentative Date to be Supplied: [Input Field]
Supply Qty :- [Input Field]

Save Cancel

Sl. No.	Supplier	PO Number	PO Date	Supply No	Tentative Date to be Supplied	Supply Qty	Action
1	MICRON PHARMACEUTICALS	Drug Cell/19-20/101900383 33297	08-08-2019	SUP00019/NO/00001/19-20	05-10-2019	100000	Cancel

Click 'Cancel' to delete saved entry

5.2 STOCK: DISPATCH SCHEDULE FOR WARE HOUSE

For updating dispatch schedule please choose **Dispatch Schedule for Warehouse** from the **Stock** dropdown. This option is used for entering schedule of Dispatch for corresponding warehouse after acknowledging PO.

Drug Procurement & Distribution Management Information System (DPDMIS)
Chhattisgarh Medical Services Corporation Limited, Government of Chhattisgarh

MICRON PHARMACEUTICALS (micron@dpmis.in) | [Change password](#) | [Logout](#)
Supplier: MICRON PHARMACEUTICALS (19-20)


Last Log In : AUG 01 2019 01:59:47 P.M. IST (43.255.143.202)


Home | **Supply Orders** | Stock | Masters | Reports


Order Acknowledgement
Dispatch Schedule for Warehouse
SD Submission

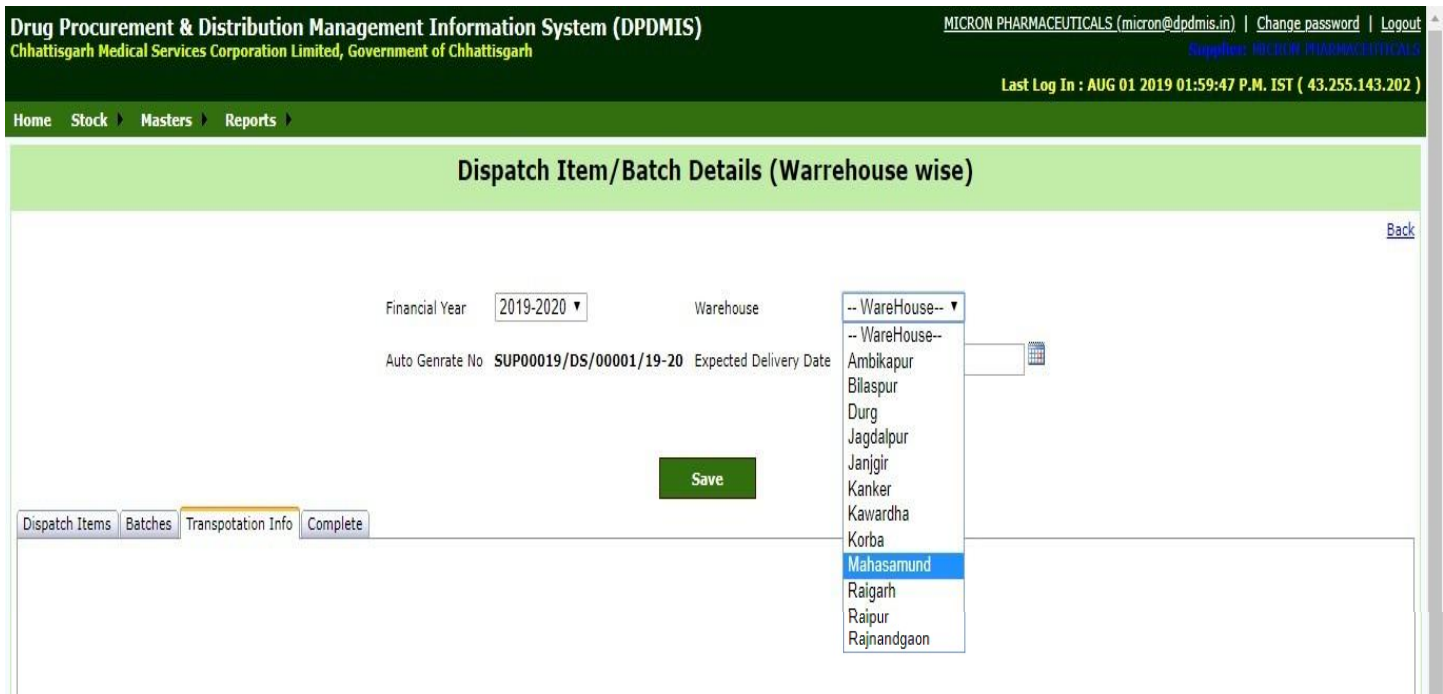
Warehouse wise Schedule of Dispatch

Fin. Year :-
2019-2020 ▾

Sl. No.	Supplier Name	PO Number	PO Date	Dispatch No	Tentative Date to be Supplied	Action	Supply Plans
1	MICRON PHARMACEUTICALS	Drug Cell/19-20/101900383 33297	08-08-2019	SUP00019/NO/00001/19-20	05-10-2019		

Select Financial Year, then all POs placed in the selected year will be displayed, then click on  button.

Clicking on the  button above will lead to the below page. One needs to update all the necessary details here as is mentioned below.



Drug Procurement & Distribution Management Information System (DPDMIS)
Chhattisgarh Medical Services Corporation Limited, Government of Chhattisgarh

MICRON PHARMACEUTICALS (micron@dpmis.in) | Change password | Logout
Last Log In : AUG 01 2019 01:59:47 P.M. IST (43.255.143.202)

Home Stock Masters Reports

Dispatch Item/Batch Details (Warrehouse wise)

Financial Year: 2019-2020 Warehouse: -- Warehouse--
Auto Genrate No: SUP00019/DS/00001/19-20 Expected Delivery Date:

Save

Dispatch Items Batches **Transportation Info** Complete

There are 4 tabs present in this page

- **Dispatch Items:** Here dispatched qty is to be entered.
- **Batches:** In this batch of items is to be entered with batch qty, mfg. date & exp date.
- **Transportation Info:** In this Transporter details will be entered through which transportation of items will be done.
- **Complete:** This option is used to complete Dispatch details.

5.2.1 DISPATCH

Clicking on **Dispatch Items** Tab in the above page will lead to the page shown below. Supplier needs to update dispatch quantity here and click on + button.

Dispatch Item/Batch Details (Warrehouse wise)

[Back](#)

Saved Successfully

Fin. Year: 2019-2020 Warehouse: Mahasamund
 Dispatch Plan No SUP00019/DS/00001/19-20




Dispatch Items
Batches
Transpotation Info
Complete

Saved successfully

Sl. No.	PO Number	Item code & description	Ordered Qty	Balance Qty	Dispatch Qty	Actions
1	Drug Cell/19-20/101900383	<p>D132 Clotrimozole Cream IP</p> <p>Strength: 2% w/w</p> <p>SKU: 15 gm Tube Type: CREAM Pack Qty: 1</p>	4000	4000	<input style="width: 50px;" type="text" value="4000"/>	+

Enter Dispatch Qty

5.2.2 BATCHES

Clicking on **Batches** tab will lead to the below page where supplier needs to update ( button for modifying,  button for deleting and  button for saving) batch number, batch quantity, manufacturing date and expiry date.

Dispatch Item/Batch Details (Warrehouse wise)

Saved Successfully [Back](#)

Fin. Year: 2019-2020 Warehouse: Mahasamund
Dispatch Plan No: SUP00019/DS/00001/19-20

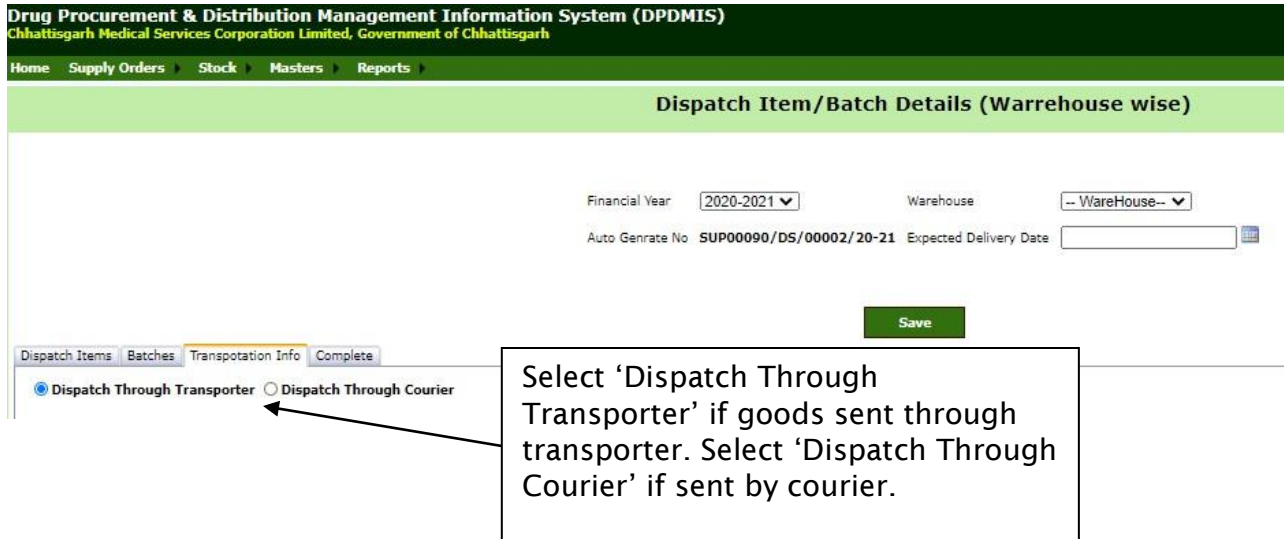
Dispatch Items **Batches** Transportation Info Complete

Sl. No.	Item code & description	Dispatch Qty	Total Batch Qty	Batch Details					
				Sl. No.	Batch No.	Mfg date (mm/yyyy)	Exp Date (mm/yyyy)	Batch Quantity	Actions
1	D132  Clotrimazole Cream IP Strength: SKU: 15 gm Tube Type: Pack Qty: 1	4000	4000	1	E190902	01-09-2019	31-08-2021	460	 
				2	E190903	01-09-2019	31-08-2021	3,540	 
									 

Enter Batch no, Mfg. date, Exp date & Batch Quantity for item.

5.2.3 TRANSPORTATION INFO

Clicking on **Transportation Info** tab will lead to the below page where supplier needs to select the transportation mode i.e truck or courier.



Drug Procurement & Distribution Management Information System (DPDMIS)
Chhattisgarh Medical Services Corporation Limited, Government of Chhattisgarh

Home Supply Orders Stock Masters Reports

Dispatch Item/Batch Details (Warehouse wise)

Financial Year: 2020-2021 Warehouse: -- Warehouse --
Auto Generate No: SUP00090/DS/00002/20-21 Expected Delivery Date: []

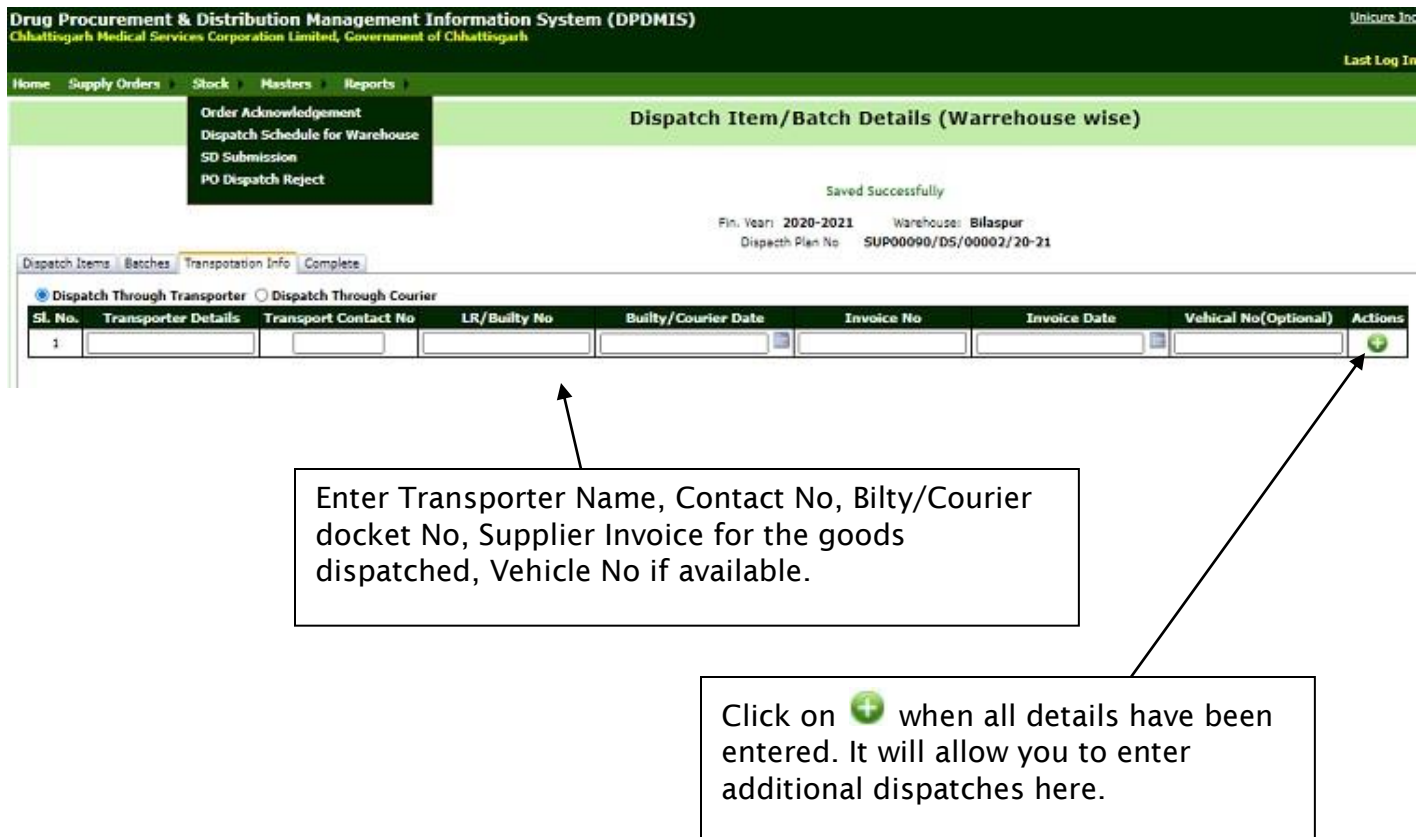
Save

Dispatch Items Batches **Transportation Info** Complete

Dispatch Through Transporter Dispatch Through Courier

Select 'Dispatch Through Transporter' if goods sent through transporter. Select 'Dispatch Through Courier' if sent by courier.

Above selection will open the below page for entering transport/courier details



Drug Procurement & Distribution Management Information System (DPDMIS)
Chhattisgarh Medical Services Corporation Limited, Government of Chhattisgarh

Home Supply Orders Stock Masters Reports

Order Acknowledgement
Dispatch Schedule for Warehouse
SD Submission
PO Dispatch Reject

Dispatch Item/Batch Details (Warehouse wise)

Saved Successfully


Fin. Year: 2020-2021 Warehouse: Bilaspur
Dispatch Plan No: SUP00090/DS/00002/20-21

Dispatch Items Batches **Transportation Info** Complete

Dispatch Through Transporter Dispatch Through Courier

Sl. No.	Transporter Details	Transport Contact No	LR/Bilty No	Bilty/Courier Date	Invoice No	Invoice Date	Vehicle No(Optional)	Actions
1	[]	[]	[]	[]	[]	[]	[]	[+]

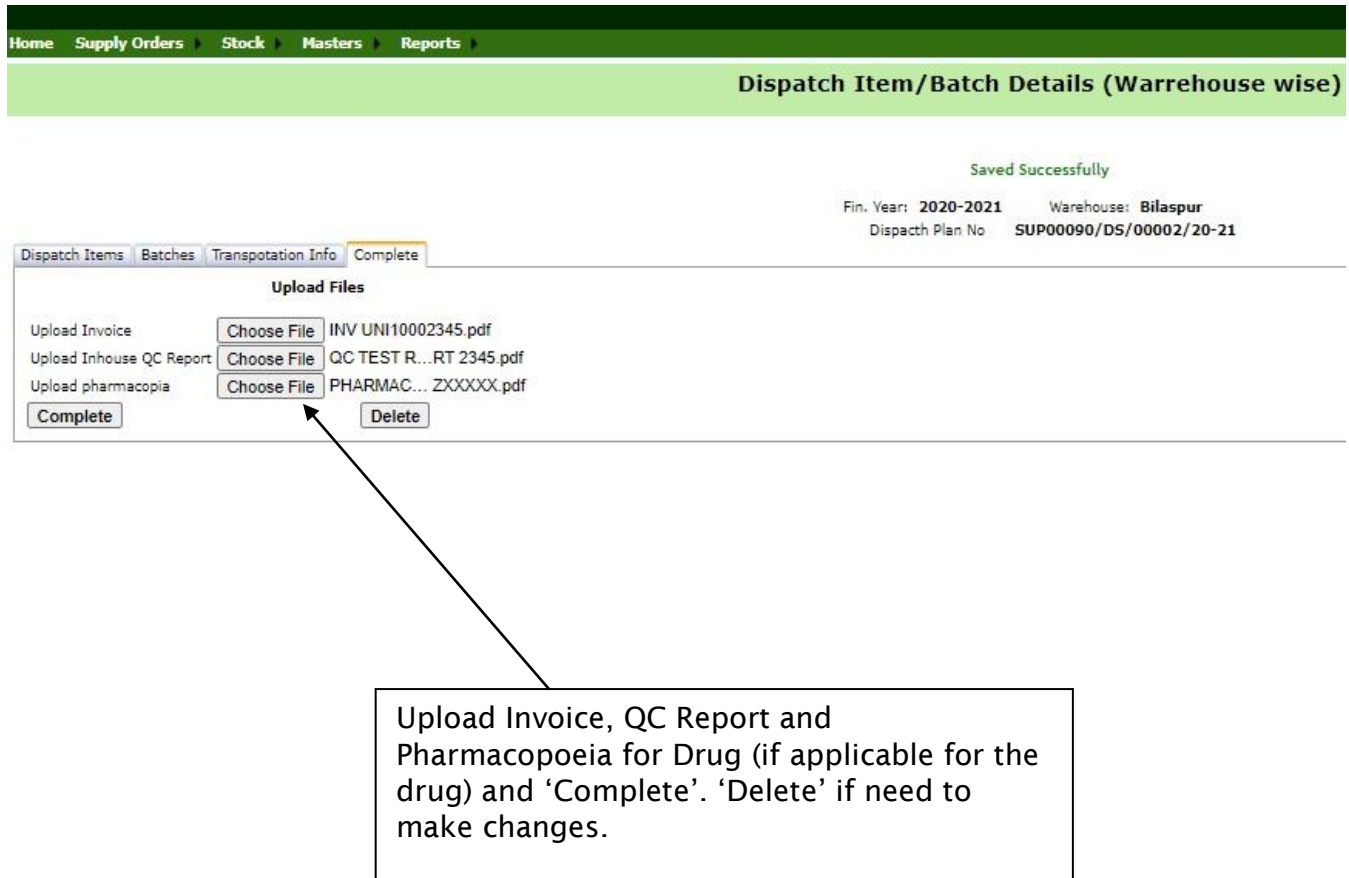
Enter Transporter Name, Contact No, Bilty/Courier docket No, Supplier Invoice for the goods dispatched, Vehicle No if available.

Click on  when all details have been entered. It will allow you to enter additional dispatches here.

5.2.4 DISPATCH COMPLETION FOR WAREHOUSE

After updating transportation/delivery details click on **Complete** tab and the below page will be displayed.

In this page supplier needs to upload Invoice, QC report and Pharmacopoeia.



Home Supply Orders Stock Masters Reports

Dispatch Item/Batch Details (Warehouse wise)

Saved Successfully

Fin. Year: 2020-2021 Warehouse: Bilaspur
Dispatch Plan No: SUP00090/DS/00002/20-21

Dispatch Items Batches Transportation Info **Complete**

Upload Files

Upload Invoice Choose File INV UNI10002345.pdf

Upload Inhouse QC Report Choose File QC TEST R...RT 2345.pdf

Upload pharmacopia Choose File PHARMAC... ZXXXXX.pdf

Complete Delete

Upload Invoice, QC Report and Pharmacopoeia for Drug (if applicable for the drug) and 'Complete'. 'Delete' if need to make changes.

One can delete the entire entry by clicking **Delete** button or save by clicking on **Complete** tab.

Please note that uploading invoice and QC report is mandatory for all dispatches.

5.2.5 WAREHOUSE WISE SCHEDULE OF DISPATCH

The below page will be displayed with updated dispatch schedule when the transaction is completed above.

Drug Procurement & Distribution Management Information System (DPDMIS)
Chhattisgarh Medical Services Corporation Limited, Government of Chhattisgarh

Unicare India Ltd (kaushal@dpdmis.in) | Change password | Logout

Home Supply Orders Stock Masters Reports

Order Acknowledgement
Dispatch Schedule for Warehouse
SD Submission
PO Dispatch Reject

Warehouse wise Schedule of Dispatch

Fin. Year :-
2020-2021

Sl. No.	Supplier Name	PO Number	PO Date	Dispatch No	Tentative Date to be Supplied	Action	Supply Plans							
1	IT SUPPLIER	Drug Cell/20-21/3IT01626 36066	27-02-2021	SUP00090/NO/00001/20-21	02-03-2021	+	Sl. No.	Warehouse	Dispatch No	Tentative Date to be Supplied in WH	Status	File Invoice	File QC	File Pharmacopia
							1	Bilaspur	SUP00090/DS/00002/20-21	31-03-2021	Complete	Files	Files	Files
							2	Ambikapur	SUP00090/DS/00001/20-21	02-03-2021	Complete	Files	Files	Files

Above screen will be displayed with status complete.

Click on Complete to proceed to next step

5.2.6 PURCHASE ORDER DISPATCH DETAILS

Clicking on **Complete** in above step will open the below page. Here all the entries made for dispatch are displayed in one place. Supplier can review the entry made and download the Purchase Order Dispatch Details in pdf form.

Drug Procurement & Distribution Management Information System (DPDMIS)
Chhattisgarh Medical Services Corporation Limited, Government of Chhattisgarh

MICRON PHARMACE
Last Log

Home Supply Orders Stock Masters Reports

Purchase Order Dispatch Details

Dispatch No: SUP00019/DS/00001/19-20	Expected Delivery Date: 03-10-2019
Supplier Name: MICRON PHARMACEUTICALS	Warehouse: Mahasamund
Po Number: Drug Cell/19-20/101900383	PO Date: 08-08-2019

Sl. No.	Item Details	Dispatch Qty	Batch Details			
1	Itemcode: D132 Item Name: Clotrimazole Cream IP Strength: 2% w/w Unit: 15 gm Tube	4000	Batchno	MFG Date	EXP Date	Batchqty
			E190902	01-09-2019	31-08-2021	460
			E190903	01-09-2019	31-08-2021	3540

Sl. No.	Invoice Details	Transport Details
1	LR/Builty No/Courier: Door Delivery Builty/Courier Date: 25-09-2019 Invoice No: 04708/1920 Invoice Date: 25-09-2019	Transporter Details: TCI Freight Vehicle No: - Transport Contact No: 9977861151

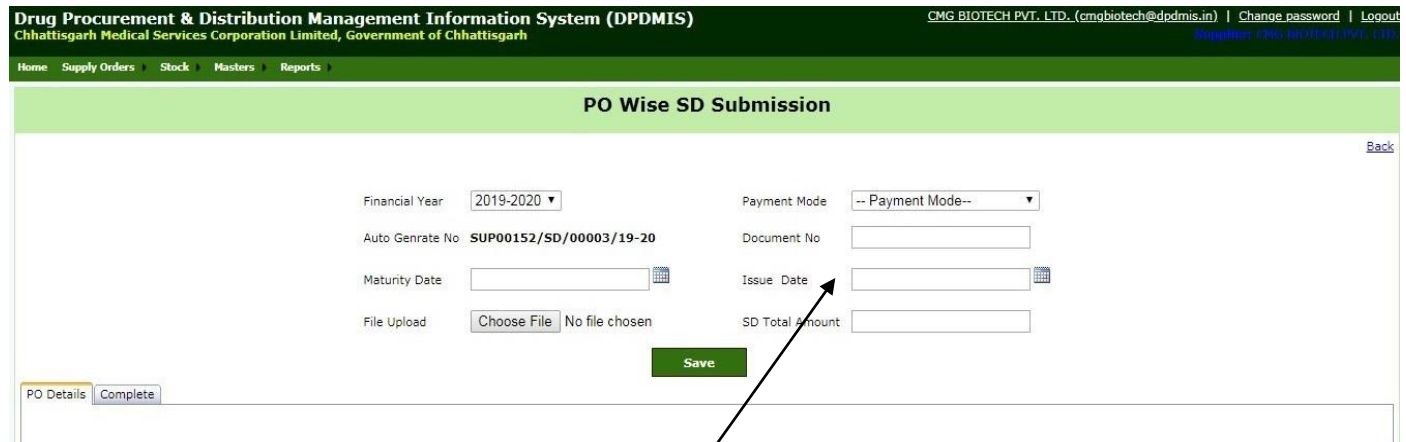
Click to download Purchase Order Dispatch Details in pdf format

ADVANTAGE OF INVOICE & WARE HOUSE WISE DISPATCH

- By doing WH dispatch, WH will keep space for arrival items.
- Indenter will acknowledge about arrival of pipeline quantity.
- To fasten the QC process as already aware of batch no in ware house
- To start payment process with uploaded invoice document & details.
- MRC & MRC checklist will be uploaded online after WH receipt.

5.3 STOCK: SD SUBMISSION

The next option in the **Stock** dropdown is **SD Submission**. Supplier needs to update the requested details in the page and then click save button and then the complete button when completed.



Enter Header entries like Payment mode; Document no, maturity date, issue date, total SD amount, SD document scan copy and click on 'Save' button.



Choose payment document (cheque etc) and then click 'Complete & Upload' button. You can also delete the entry by clicking on 'Delete' button. Finally click 'Submit SD'

5.3.1 PO WISE CHECK AGAINST SUBMITTED SD

Once SD is submitted in the above step supplier needs to check all the POs for which SD has been submitted in the page shown below.

Chhattisgarh Medical Services Corporation Limited, Government of Chhattisgarh

Home Stock Masters Reports

PO Wise SD Submission

Back

Saved Successfully

Fin. Year: 2019-2020 Payment Mode: Bank Guarantee
 SD Number : SUP00116/SD/00002/19-20 Document No : 37/481
 Issue Date: 28-08-2019 Maturity Date :31-12-2020
 SD Amount: 259608

PO Details Complete

Sl. No.	Supplier Name	PO Number	PO Date	Item code & description	PO Qty	PO Value	PO SD Amount	Check PO For SD Submission	Actions
1	Maan Pharmaceuticals Limited	Drug Cell/18-19/111600229	30-07-2018	D541 Zinc Sulphate Dispersible Tablets IP Strength: Each Dispersible tablet contains Zinc Sulphate monohydrate equivalent to 20 mg of elemental zinc. SKU: 10 X 10 Type: TAB Pack Qty: 100	184550	3286466.40	164323.32	<input type="checkbox"/>	
2	Maan Pharmaceuticals Limited	Drug Cell/18-19/111600230	30-07-2018	D285 Iron Sucrose 100mg Inj. Strength: 100 mg SKU: 5 ml Amp Type: INJ Pack Qty: 10	30350	611856	30592.80	<input type="checkbox"/>	
3	Maan Pharmaceuticals Limited	Drug Cell/18-19/111600234	30-07-2018	N09 Piperacillin and Tazobactam 4.5gm Powder for Inj.-4gm+500mg Strength: 4.5gm SKU: Vial Type: INJ Pack Qty: 1	9450	836136	41806.80	<input type="checkbox"/>	
4	Maan Pharmaceuticals Limited	Drug Cell/18-19/111600235	30-07-2018	D192 Doxycycline Cap. IP Strength: 100 mg SKU: 10 X 10 Type: CAP Pack Qty: 100	3300	246153.60	12307.68	<input type="checkbox"/>	
5	Maan Pharmaceuticals Limited	Drug Cell/18-19/111600358	27-08-2018	D285 Iron Sucrose 100mg Inj. Strength: 100 mg SKU: 5 ml Amp Type: INJ Pack Qty: 10	22500	453600	22680	<input type="checkbox"/>	
6	Maan Pharmaceuticals Limited	Drug Cell/18-19/111600544	01-10-2018	D223 Ferrous sulphate and folic acid Syrup IP Strength: equivalent to 20 mg Iron 0.1mg Folic acid per 1ml in bottle SKU: 60ml Bottle with auto dispenser Type: SYR Pack Qty: 1	1182150	9506377.44	475318.8720	<input type="checkbox"/>	
7	Maan Pharmaceuticals Limited	Drug Cell/18-19/111600546	26-09-2018	D223 Ferrous sulphate and folic acid Syrup IP Strength: equivalent to 20 mg Iron 0.1mg Folic acid per 1ml in bottle	1182170	9506538.2720	475326.9136	<input type="checkbox"/>	

ENG 1:53 PM

5.3.2 SD SUBMISSION DASHBOARD

Suppliers can view SD status for all the POs in this dashboard. Follow instructions given below to view the report.


Select Financial Year and click on  button, the below page will then be displayed

Drug Procurement & Distribution Management Information System (DPDMIS)
Chhattisgarh Medical Services Corporation Limited, Government of Chhattisgarh
CGM BIOTECH PVT. LTD. (cmgbiotech@dpdmis.in) | [Change password](#) | [Logout](#)
[Register CGM BIOTECH PVT. LTD.](#)

[Home](#) [Stock](#) [Masters](#) [Reports](#)

Security Deposit Details

Fin. Year :-



Sl. No.	Supplier Name	SD Number	Issue Date	Maturity Date	Payment Mode	SD Total Amount	Remarks	Action
1	CMG BIOTECH PVT. LTD.	SUP00152/SD/00002/19-20	09-10-2019	30-10-2020	RTGS/NEFT	1000000	-	Complete View SD File
2	CMG BIOTECH PVT. LTD.	SUP00152/SD/00001/19-20	01-09-2019	30-09-2020	RTGS/NEFT	1000000	-	Complete View SD File

6.1 REPORTS: SUPPLY & PAYMENT STATUS TRACKING

From **Reports** dropdown list one can choose **Supply & Payment Status Tracking**. The report displays Supply details and current status of payment for the same.

This Report will provide details of any Purchase Order.

- Select Financial year
- Select Purchase Order No

Supply and Payment Status Tracking by Purchase Order

Fin. Year :- **2020-2021**
 Select PO No. :- **Drug Cell/20-21/1MC2000122-D186-Diazepam Tab. IP**

[Print](#)

1) Purchase Order Abstract Details

Item Code	D165	Item Name	Diazepam Tab. IP	Strength	5 mg	Unit	10 X 10
Tender Ref.	46M /CGMSC/ Drug Medicines /2019-20 Dt. 06/06/19	PO NO	Drug Cell/20-21/1MC2000122	Dispatch NO.	186		
Contract Date	28/09/2019	Start Date	28/09/2019	End Date	28/09/2021	Duration	12
Amend Date	07-DEC-19	RC Status	RC Valid				
PO Date	05-05-2020	Total Delivery Period:	60	Last Date of Supply:	04/07/2020	Supply Status/Remaining Days to Supply :	Supply Completed
Order QTY :	2138	Receipt QTY in WH:	2138	Balance QTY to Supply:	0		
Basic Rate :	18	Tax % :	12	Single Unit Price(Inc Tax):	20.16	PO Value :	43102.08

2) Distribution Details

Sl. No.	Warehouse	Ordered QTY	Receipt in WH QTY	Balance to be Receipt in WH QTY
1	Raipur	2138	2138	0
Total :		2138	2138	0

3) Inwards Details

Sl. No.	Warehouse	Receipt Date	IGR/MRC Date	Invoice No/Date	Batch No	Batch Receipt QTY	Shortage	QC Status
1	Raipur	02-07-2020	IGR NO 368 MRC:0102839 02-07-2020	01492/2021 13-06-2020	T200531	2110	0	Standard Quality
2	Raipur	02-07-2020	IGR NO 368 MRC:0102839 02-07-2020	01492/2021 13-06-2020	T200332	28	0	Standard Quality
Total :						2138	0	

4) Sanction Details

Sl. No.	Warehouse Name	Invoice No	Invoice Date	Invoice QTY	Invoice Value	Ordered Qty	Supply Order Value	Single Unit Price
1	Raipur	01492/2021	13-JUN-2020	2138	43102.08	2138	43102.08	20.16
Total :				2138	43102.08	2138	43102.08	

5) Payments Details

Sl. No.	Sanction No.	Sanction Date	Total Net Amount	Deduction Amount	Sanctioned Amount	Cheque No	Cheque Date	Cheque Amount
1	SAN/20-21/03239	14-SEP-2020	43102.08	769.68	42332.40	191647	14-SEP-2020	42332.40
Total:			43102.08	769.68	42332.40			42332.40

PO Details

Distribution Details

Inwards/Receipt Details

Payment Details

6.2 REPORTS: SUBSCRIBED ITEMS TENDER

Supplier can choose **Subscribed Items Tender** from **Reports** Dropdown list. This report provides tender status of Items subscribed by the supplier (items can be subscribed in the **Masters** → **Item Subscription** page).

This report will provide details of all live tender with tender details, e-procurement tender id as well as tender document for which supplier has subscribed items.

Drug Procurement & Distribution Management Information System (DPDMIS) DMG BIOTECH PVT. LTD. (mabotech@dpdmis.in) | Change password | Logout
 Chhattisgarh Medical Services Corporation Limited, Government of Chhattisgarh

Home Supply Orders Stock Masters Reports

Live Tender Status Against Subscribed Items

 [Click here to download in excel.](#)

Sr.No	Item Code	Item Name	Unit	Strength	Tender	Tender Start Date	Tender End Date	No of Extension	Eproc Tender No	Document in Website
1	D683	Levocetirizine 5 mg Tablet	10 X 10	5 mg	46M(R)	26-09-2019	14-10-2019	0	56729	Attachments

6.3 REPORTS: PENDING RC REPORT

One can access the **Pending RC Report** from the **Reports** Dropdown list.

This report will provide details of items whose price has been accepted but agreement has not yet been submitted by the Supplier.

Drug Procurement & Distribution Management Information System (DPDMIS)									
Chhattisgarh Medical Services Corporation Limited, Government of Chhattisgarh									
Home Supply Orders Stock Masters Reports									
Pending RC Report									
Click here to download in excel.									
Sr.No.	Tender Ref	Code	Item	Unit	Strength	Supplier	Basic Rate	GST	Accepted Date
1	41M /CGMSC/Drug/2018-19/ Dt. 28/02/2019	D198	Enalapril Maleate (Scored) 5 Tab. IP	10 X 10	5 mg	CMG BIOTECH PVT. LTD.	27	12	27-09-2019
2	41M /CGMSC/Drug/2018-19/ Dt. 28/02/2019	D197	Enalapril Maleate (Scored) 2.5 Tab. IP	10 x 10	2.5 mg	CMG BIOTECH PVT. LTD.	25	12	27-09-2019
3	41M /CGMSC/Drug/2018-19/ Dt. 28/02/2019	D341	Metoprolol 25mg Tablet	10 x 10	25mg	CMG BIOTECH PVT. LTD.	29	12	27-09-2019
4	41M /CGMSC/Drug/2018-19/ Dt. 28/02/2019	D559	Acyclovir Tab IP	10x10	800mg	CMG BIOTECH PVT. LTD.	456	12	27-09-2019
5	46M /CGMSC/ Drug Medicines /2019-20 Dt. 06/06/19	D751	Torseamide 5mg Tablet	10 x 10	5mg	CMG BIOTECH PVT. LTD.	45	12	27-09-2019
6	46M /CGMSC/ Drug Medicines /2019-20 Dt. 06/06/19	D662A	Hydroxyzine 25mg Tablet	10 x 10	25mg	CMG BIOTECH PVT. LTD.	49	12	27-09-2019
7	46M /CGMSC/ Drug Medicines /2019-20 Dt. 06/06/19	D441	Propranolol 40mg Tablet IP	10 x 10	40 mg	CMG BIOTECH PVT. LTD.	49	12	27-09-2019
8	46M /CGMSC/ Drug Medicines /2019-20 Dt. 06/06/19	D692	Mirtazepine	10 x 10	15mg	CMG BIOTECH PVT. LTD.	299	12	27-09-2019
9	46M /CGMSC/ Drug Medicines /2019-20 Dt. 06/06/19	ND19	Pioglitazone 15mg Tablet	10 x 10	15mg	CMG BIOTECH PVT. LTD.	29	12	27-09-2019
10	46M /CGMSC/ Drug Medicines /2019-20 Dt. 06/06/19	ND25	Deflazacort 6mg Tablet	10 x 10	6mg	CMG BIOTECH PVT. LTD.	94	12	27-09-2019

6.4 REPORTS: VALID RATE CONTRACT

Valid rate Contract report can be accessed from the **Reports** Dropdown list. This report will provide details of all valid Rate contracts for the respective supplier.

Drug Procurement & Distribution Management Information System (DPDMIS)												CMG BIOTECH PVT. LTD. (cmgbiotech@dpdmis.in) Change password Logout	
Chhattisgarh Medical Services Corporation Limited, Government of Chhattisgarh												Supplier: CMG BIOTECH PVT. LTD.	
Home Stock Masters Reports													
Valid Rate Contract												Export to Excel	
S.No	Schema Name	Category Name	Item Name	Item Code	Strength	Sku	Item Type	Supplier Name	Rate	Contract Duration	Contract Start Date	Contract End Date	
1	36M /CGMSC/ Drug Medicines /2018-19 Dt. 04/01/2019	DRUGS	Tranexamic Acid Tablet IP	D509	500mg	10 X 10	TABLET	CMG BIOTECH PVT. LTD.	418.95	12	29-08-2019	29-08-2020	
2	36M /CGMSC/ Drug Medicines /2018-19 Dt. 04/01/2019	DRUGS	Atenolol Tab. IP	D52	50 mg	10 X 10	TABLET	CMG BIOTECH PVT. LTD.	21.28	12	29-08-2019	29-08-2020	
3	36M /CGMSC/ Drug Medicines /2018-19 Dt. 04/01/2019	DRUGS	Glimepiride 1mg Tab.	D545	1mg	10 X 10	TABLET	CMG BIOTECH PVT. LTD.	20.16	12	29-08-2019	29-08-2020	
4	36M /CGMSC/ Drug Medicines /2018-19 Dt. 04/01/2019	DRUGS	Azithromycine 250 Tablet IP	D60	250 mg	10 x 10	TABLET	CMG BIOTECH PVT. LTD.	347.20	12	29-08-2019	29-08-2020	
5	36M /CGMSC/ Drug Medicines /2018-19 Dt. 04/01/2019	DRUGS	Amlodipine 5mg Tablet	D731A	5mg	10 x 10	TABLET	CMG BIOTECH PVT. LTD.	17.92	12	29-08-2019	29-08-2020	
6	36M /CGMSC/ Drug Medicines /2018-19 Dt. 04/01/2019	DRUGS	Aceclofenac 100mg Tablet	ND21	100mg	10 x 10	TABLET	CMG BIOTECH PVT. LTD.	39.20	12	29-08-2019	29-08-2020	

6.5 REPORTS: SUPPLY AND PAYMENT REPORT

One can access the **Supply and Payment Report** from the **Reports** Dropdown list. This report shows details of supply and status of payment for all supply orders for the supplier.

Purchase Order/Supplied Vs Payment Status

PO Fin Year: 2020-2021	Category: DRUGS
Select Drug: --Select--	Select Supplier: Maan Pharmaceuticals Limited
Select Po Type: <input checked="" type="radio"/> All PO <input type="radio"/> Covid PO	Select Status: <input checked="" type="radio"/> All <input type="radio"/> Paid <input type="radio"/> Supplied & Unpaid

Note: Payment related information is based on the entries done by finance department in DPDMIS.

Show Report

To download click on excel button

show 10 entries

Sl.No.	Supplier	Item code	Item Name	PO No	PO Date	PO QTY	PO Value	Last MRC Date	Receipt Qty	Receipt Value	Sanction Report	Actual Amount Paid	Cheque No	Cheque Date
1	Maan Pharmaceuticals Limited	D34	Amoxicillin + Clavulanic acid 600 Inj.	Drug Cell/20-21/1M202000135	05-05-2020	59675	1443657.60	09-11-2020	59675	1443657.60	Download	0	-	-
2	Maan Pharmaceuticals Limited	D41	Ampicillin sodium Inj. IP	Drug Cell/20-21/1M202000124	05-05-2020	91506	727655.7120	09-12-2020	85656	681136.5120	Download	0	-	-
3	Maan Pharmaceuticals Limited	D41	Ampicillin sodium Inj. IP	Drug Cell/20-21/1M202000187	05-05-2020	119310	948753.12	05-11-2020	119310	948753.12	Download	0	-	-
4	Maan Pharmaceuticals Limited	D35	Amoxicillin + Clavulanic acid 1.2 Inj	Drug Cell/20-21/1M202000108	05-05-2020	85075	3001446	12-11-2020	85075	3001446	Download	2390143	357354	24-DEC-20
5	Maan Pharmaceuticals Limited	D35	Amoxicillin + Clavulanic acid 1.2 Inj	Drug Cell/20-21/1M202000173	05-05-2020	122430	4319330.40	02-11-2020	122425	4319154	Download	0	-	-
6	Maan Pharmaceuticals Limited	D34	Amoxicillin + Clavulanic acid 600 Inj.	Drug Cell/20-21/1M202000193	05-05-2020	26000	628992	03-09-2020	26000	628992	Download	0	-	-

Supplier needs to select financial year, category (Drugs, consumables etc), drug code, type of PO and status (paid, unpaid)

7.0 CONTACT US

In case of any queries please write to us on it.cgmsc@gov.in