

N.B. Kind Attention to Vendors for Railway Items

For PO issued by the Railway units, PL No. is a key field identifying an Item. Very soon RITES shall fully switchover to check sheets based inspections, it is therefore necessary to capture PL No while registering an inspection call.

All vendors may please note that:

- i. wef 7<sup>th</sup> of Feb 2019, inspection call for Railway items shall only be registered, if the corresponding PL No of the item is mentioned. This will facilitate auto linking the standard check sheet that will be communicated to the vendor immediately on registering such calls.
- ii. In case of any difficulty in call registration, please contact respective 'Call Desk' of the region.
- iii. The PL is to be entered at the following place on call registration form:

VENDOR PURCHASE ORDER DETAILS

Ref No.	n18020767	PO Date	14/02/2018
Item Serial No.	1	Item Description Single Quote (') is not allowed Item Description.	PLASTIC DUSTBIN ROTOMOULDED CAPACITY 150 LITERS
PL NO. * (Compulsary for Railways PO)	99999999		
Bill Paying Officer/Paying Authority	<input type="text"/> <input type="button" value="Search BPO"/>	Select "Other" if desired Bill Paying Officer/Paying Authority not found in the list and then Enter its details in the text box below	
	03745-SR. DIVISIONAL FINANCE MANAGER/SEC/BILASPUR		
Consignee	<input type="text"/> <input type="button" value="Search Consignee"/>	Select "Other" if desired Consignee not found in the list and then Enter its details in the text box below	
	3518-SR. DCM/SEC/BILASPUR		
Quantity	244	Unit Of Measurement	NUMBERS
Rate	1000	Base Value	244000
Discount Type	<input type="text"/> Value <input type="text"/> 0	Discount	<input type="text"/> 0
Excise Type	<input type="text"/> Value <input type="text"/> 0	Excise	<input type="text"/> 0
GST/Sale Tax(%) Enter only Numeric Value without Percentage (%) symbol	<input type="text"/> 18	Sale Tax	<input type="text"/> 43920
Other Charges Type	<input type="text"/> Value <input type="text"/> 0	Other Charges (AMT)	<input type="text"/> 0
		Total Value	<input type="text"/> 287920
Last Date of Supply(DD/MM/YYYY)	<input type="text"/> 18/06/2018	Delivery Deadline Date(DD/MM/YYYY)	<input type="text"/> 18/06/2018

**KINDLY ADD PL No. UPTO 10 CHARS MAX.**

To Search a Item-> Select Consignee or Enter Some Search Criteria in Item Description & Click on Search Button, And To See All Items Again Click on Show All Button

Item Sl. No.	Item description	Consignee	Quantity	Rate	Total Value(Inc. Taxes)
1	PLASTIC DUSTBIN ROTOMOULDED CAPACITY 150 LITERS	3518-SR. DCM/SEC/BILASPUR	244	6226	1792589.92