

CONTRACT TO PURCHASE ORDER B2B MANAGEMENT SYSTEM

THESIS REPORT

SUBMITTED IN PARTIAL FULFILMENT OF THE REQUIREMENTS
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OF
MASTER OF DESIGN
IN
VISUAL COMMUNICATION

Submitted By:

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DECLARATION

I, Shruti Yadav (2K21/MDVC/12) do hereby declare that the project report submitted to the Delhi Technological University (Formerly Delhi College of Engineering) in partial fulfilment for the award of degree in Master in Design entitled, **“Contract to Purchase Order B2B Management System”** is an original piece of research work carried out by myself under the guidance and supervision of Mr. Neeraj Rathee.

I have duly acknowledged all the sources and references used by me in the preparation of this thesis.

I further declare that the information has been collected from genuine & authentic sources

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CERTIFICATE

This is to certify that this dissertation entitled “**Contract to Purchase Order B2b Management System**” submitted in partial fulfilment, for the award of degree in Master of Design of the Delhi Technological University (formerly Delhi College of Engineering) which is the result of the bona fide research work carried out by Shruti Yadav (2K21/MDVC/12). I find the work complete, comprehensive, and of sufficiently high standard to warrant its presentation for the examination. I further certify that the work has been carried out under my guidance and has not been submitted earlier to any other university for the Degree or Diploma.

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ABSTRACT

Companies often struggle to maintain track of their contracts and purchase orders in today's fast-paced business world, which can result in missed deadlines, lost opportunities, and even legal difficulties. The **Contract to Purchase Order Management System** is a Management Tool that addresses these issues by improving the contract and purchase order management process.

This Management Tool assists businesses in organizing and storing all of their contracts in one place, allowing them to rapidly access and evaluate critical information such as contract terms, renewal dates, and price. Companies can also use this software to easily construct new contracts, raise Purchase Orders against contracts, track order progress, and receive real-time delivery status information.

This software streamlines the contract and purchase order process in addition to providing a number of other advantages to businesses, including as report generation, role-based access controls, encryption, and audit trails that provide a thorough record of all contract-related operations. The Contract to Purchase Order Management System is an effective solution that enables businesses to organize their processes, boost productivity, and lower risk so they can concentrate on their core company operations and spur growth.

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List of Abbreviations

IA	Information architecture (IA) focuses on organizing, structuring, and labelling content in an effective and sustainable way. The goal is to help users find information and complete tasks. To do this, you need to understand how the pieces fit together to create the larger picture, how items relate to each other within the system.
SOW	A Statement of Work, often known as an SOW, is a business agreement that outlines deliverables and project goals. It's created to keep everyone on the same page about deadlines, scope of work, and project expectations. Creating an SOW helps clients and vendors to stay aligned and reach their project goals together.
PO	A purchase order is a commercial document that is issued by a business' purchasing department when placing an order with its vendors or suppliers. The document indicates the details on the items that are to be purchased, such as the types of goods, quantity, and price. In simple terms, it is the contract drafted by the buyer when purchasing goods from the seller.
PR	A purchase requisition is a form filled out by an employee, requesting that the purchasing department obtain certain goods or services. The form includes information about the nature and amount of the items to be acquired, and when they are needed.
HSN	HSN stands for Harmonized System of Nomenclature and is used to classify goods in a systematic manner.
SAC	SAC stands for Servicing Accounting Code and is used to classify services instead of goods.
RFQ	Request for quote (RFQ) is a process wherein an enterprise asks a set of potential suppliers or service providers to submit their price quotations and stand a chance to supply or provide goods or services. Once the enterprise receives the price quotations, it can choose the vendor that best matches its criteria for the goods or services.

Chapter 1

INTRODUCTION

1.1 Genesis

For the commencement of my sponsored project during the 4th semester (final semester) of my Master of Design, I joined **Mynd Solutions Pvt Ltd** for the time period of 14 weeks, i.e. from 03 January, 2023 - 9 April, 2023.

During my academic journey, I have been fascinated by the creative aspects of designing and developing intuitive interfaces that enhance the user's experience. I was exposed to an extensive range of project phases over the duration of the internship, which challenged my ability to think creatively and push the limits of what was possible. The experience I gained during this internship has not only helped me to refine my skills as a designer but has also set me on the path towards a rewarding career in this field.

As a product design intern, I was tasked with working on a project that involved developing a “**Contract to Purchase Order Management System**”. To begin with, I spent time understanding existing similar systems and their features and functionalities, and then later worked on the ,defining the users, creating user flows, information architecture, wire framing and development of the User Interfaces for the tool. As I progressed with the project, I gained a deeper understanding of the technical aspects of the contract to purchase order management system, such as how it integrates with other systems and how it stores and retrieves data. Exposure to all the stages of product development acts like the first step of larger ladder of me as a designer to climb.

1.2 About the Organization



Figure 1: Logo Mynd Solutions Pvt Ltd

Mynd Integrated Solutions is a leading global service provider in business process and technology management, offering broad spectrum of services in Finance and Accounting (FAO), Human Resource Outsourcing (HRO), Information Technology (IT) and Consulting.

It's team of subject matter experts have the right blend of technology and effective business process experience to fully realize the benefits of process improvements. Mynd Integrated Solutions provides significant value beyond the technology. It understands that BPM lies at the intersection between technology and process, and requires deeper business knowledge beyond system integration to succeed. It offers platform as SaaS (Software as a Service) which complements the services delivered, to suit customers' need across the globe.



Figure 2: Milestone achieved by Mynd Solutions Pvt Ltd

Mynd Integrated has a worldwide presence through offshore offices and global partners across continents.

Committed to fulfilling outsourcing demands of the international market through its bespoke services, Mynd has incorporated "Mynd Integrated Solutions Asia Pte.Ltd".

Mynd's sister concern is based in Singapore to manage international business endeavours and to provide robust solutions to international clients under a single umbrella.

Chapter 2

PROJECT OVERVIEW

2.1 Introduction

In today's fast-paced business world, companies often struggle to keep track of their contracts with vendors and purchase orders. This can result in missed deadlines, lost opportunities, and even legal complications.

Contract to Purchase Order Management System is a tool which addresses these challenges, and allows us to maintain a record of existing contracts, even create new contracts and raise Purchase orders against them. It streamlines the process of managing contracts and purchase orders. This software helps companies to organize and store all their contracts in a centralized location, allowing them to quickly access and review important information such as contract terms, renewal dates, and pricing. Companies may easily generate new contracts with the help of this software. The intuitive interface makes it simple to input any required information and create a contract that is customized according to specific needs of the business.

Raising Purchase Orders (POs) against contracts is one of this software's primary functionalities. Companies are able to generate a PO for a specific contract and have it immediately sent to the appropriate stakeholders for approval. This streamlined procedure lowers the possibility of mistakes and delays while ensuring that all purchases are done in compliance with the contract's requirements.

Once a PO has been approved, the software allows companies to track the progress of the order and receive real-time updates on delivery status. By managing their resources and inventory more effectively and making sure they are fulfilling their contractual duties, businesses can benefit from this degree of visibility.

This software serves companies in a variety of additional ways in addition to expediting the contract and purchase order processes. For instance, it helps businesses to easily produce reports that offer insights into indicators for acceptance, vendor efficiency, and performance of contracts. Companies can use this data to find opportunities for development and make data-driven decisions that promote business growth. This software also includes basic features like contract modification, their extension foreclosure and purchase order generation, partial short closing, etc.

The security features of this application are yet another significant benefit. To safeguard sensitive information including contract terms, prices, and vendor information, it offers numerous layers of security. This incorporates encryption, audit trails, and role-based access controls that offer a thorough record of all contract-related activity.

In conclusion, the Contract to Purchase Order Management System is an effective tool that supports companies in streamlining their processes, increasing productivity, and lowering risk. This software enables companies to concentrate on their main company operations and spur growth by centralising contract management and offering a variety of user-friendly features.

2.2 Understanding the Documents Involved

Contract

A contract is an agreement between a company and vendor that establishes what terms and conditions will govern all current and future activities and responsibilities. The contract will generally include a statement of work (SOW) that outlines the specific tasks or projects that the vendor will be responsible for completing, along with any relevant timelines and budget information. They serve as a framework for future SOW between the parties.

Once a contract is signed, both parties are legally bound to abide by its terms and conditions. Failure to do so may result in legal action, including damages or termination of the agreement.

Purchase Order

A company uses a purchase order (PO) to communicate to a vendor the specifics of its requirements. It is essentially a formal request made to the vendor outlining the details of the transaction, including the quantity, price, and other terms and conditions.

POs are an important tool for companies to manage their purchases effectively. They provide a clear and transparent way to communicate requirements with vendors and ensure that both parties have a shared understanding of the transaction. POs also help to prevent errors and misunderstandings by documenting all of the relevant details of the transaction in writing.

A purchase order (PO) may be issued in response to a statement of work (SOW) or a purchase request (PR) that has been approved by the management of a company. In this scenario, the vendor is expected to provide the items or services listed in the PO, which is based on a pre agreed-upon scope of work or pre-approved purchase request.

POs can be raised against vendors directly in addition to being raised against SOWs and PRs. This happens when a company already has a working relationship with a vendor and wishes to purchase items or provide services that aren't covered by a SOW or PR. In this scenario, a company will produce a PO that has all of the particulars of the transaction, including quantity, pricing, and delivery.

Purchase Request

A purchase requisition (PR) is a formal request made by an employee of a company to the purchasing department to procure certain goods or services. The purpose of a PR is to initiate the procurement process and ensure that the requested items or services are acquired in a timely and efficient manner.

The PR typically includes information about the nature and amount of the items or services to be acquired, as well as when they are needed. It may also include information about the vendor, the budget, and any other relevant details that will help the purchasing department to process the request.

Once the PR is submitted, the purchasing department will review it and assess whether the requested items or services are necessary, feasible, and within budget. If the request is approved, the purchasing department will then initiate the purchasing process, which may involve issuing a request for proposal (RFP) to vendors, obtaining quotes or bids, negotiating contracts, and so on.

In conclusion, a purchase requisition is a form filled out by an employee requesting that the purchasing department obtain certain goods or services. The form typically includes information about the nature and amount of the items or services to be acquired, as well as when they are needed. PRs are an important tool for initiating the procurement process and ensuring that the requested items or services are acquired in a timely and efficient manner.

Statement of Work (SOW)

SOW refers to a document that outlines the work that is to be performed by a vendor or contractor for a client company. An SOW typically includes a detailed description of the work to be performed, as well as any deliverables, timelines, and milestones associated with the project.

The SOW serves as a guide for both the client company and the vendor/contractor, and helps to establish a clear understanding of the project scope, expectations, and responsibilities. It also helps to ensure that both parties are aligned on the objectives and outcomes of the project.

Within the SOW, there may be line items that outline specific deliverables or milestones, and may include defined rates or amounts associated with each item. This information can be used to generate a Purchase Order (PO) for the vendor or contractor to proceed with the work. The PO can then reference the specific line items and rates defined in the SOW, helping to ensure that both parties are clear on the expectations and financial terms of the project.

In summary, an SOW is a document that outlines the work to be performed by a vendor or contractor for a client company. It includes a detailed description of the work, as well as any deliverables, timelines, and milestones associated with the project. Line items and rates defined within the SOW can be used to generate a Purchase Order for the vendor or contractor to proceed with the work.

2.3 Existing System

The process of fulfilling a new requirement for a product or service in a company involves several stages. Initially, an employee informs the higher authority about the requirement, and the authority checks whether the product or service is available in the company's inventory. If the product or service is not available, a Purchase Requisition (PR) is raised, and it undergoes a PR approval workflow.

Once the PR is approved, it goes to the procurement department, which is responsible for releasing a Request for Quotation (RFQ) and sending it to various vendors. The vendors, in turn, send back procurement quotations, which the procurement department compares and analyses. After considering all the factors, the procurement department finalizes a vendor and raises a Purchase Order (PO) against them.

The Purchase Order then undergoes its approval workflow, and after receiving the necessary approvals, it reaches the selected vendor. The vendor then delivers the products or services to the company.

However, the process of generating RFQ, waiting for quotations, selecting the most suitable vendor, and then generating a PO against them can be time-consuming. Therefore, it is essential to have an efficient and streamlined process to ensure timely fulfilment of requirements while minimizing delays and errors.

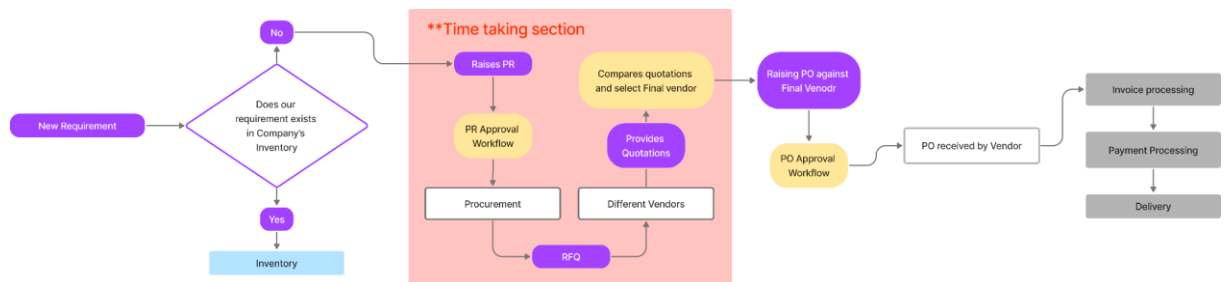


Figure 3: Existing Workflow of generating the Purchase Order

2.4 How does Contract to PO Management System improves existing system

When a company has a certain level of certainty that they will require specific products and services over an extended period, it is beneficial to establish contracts with vendors. By having a contract in place, the procurement process can be streamlined, reducing the need for lengthy processes such as Request for Quotation (RFQ) and vendor selection.

The contract contains a Statement of Work (SOW) that outlines the specific line items required, along with their corresponding rates, grouping, HSN/SAC code numbers, and the validity of the contract. Contracts are finalized after a set of negotiations with the vendor, ensuring that both parties are aligned on the scope of work, expectations, and financial terms.

When a requirement arises, the procurement department can bypass the RFQ floating process, waiting for vendor quotations, and then selecting the vendor. Instead, they can directly refer to the contract that includes the same line items as the Purchase Requisition (PR) and raise a Purchase Order (PO) against it.

This approach saves time and effort by eliminating the need for the entire vendor selection process, which involves waiting for vendor quotations, analysing them, and comparing rates. With contracts in place, the procurement department can swiftly raise POs against the selected vendor, ensuring timely fulfilment of requirements without compromising on quality or price.

Moreover, having contracts in place also helps in building strong and long-term relationships with vendors, as it provides a sense of security and stability to both parties. By knowing that they have a steady flow of work from the company, vendors can plan their resources and investments more efficiently, leading to better service delivery and cost savings.

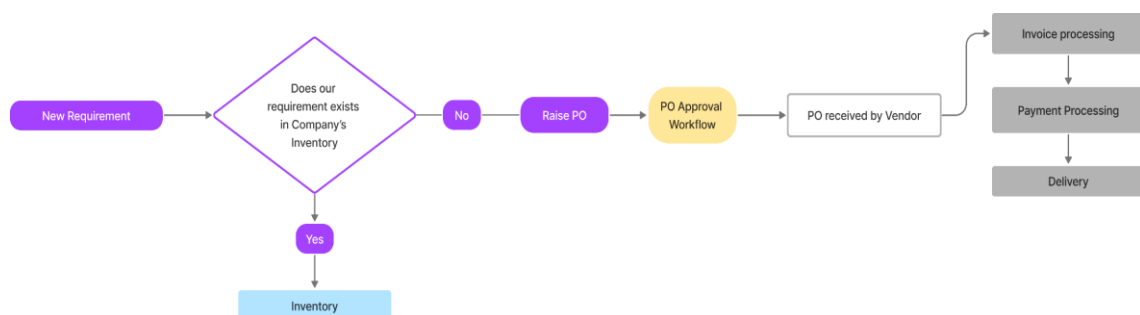


Figure 4: Workflow of generating PO with Contract to PO Management System

The management of contracts with different vendors is a crucial aspect of procurement in any organization. However, managing these contracts can be a challenging task, as they often exist as physical documents with no specific format. It can be difficult to keep track of when contracts are expiring, which line items belong to which contract, and the remaining value of each contract. Furthermore, modifications, extensions, or foreclosure of these contracts can be a massive undertaking.

To address these challenges, a Contract to Purchase Order (PO) Management system can be implemented. This tool allows for the consolidation of all contract details into one centralized location, streamlining the organization and management of contract data. By converting contract data into a uniform format, the system ensures that no data field is missed. The system's uniform format was finalized after researching different types of contracts.

The system also allows users to create new contracts with vendors. The tool works in conjunction with various SAP software to manage inventories.

By listing all contracts under one software, raising a purchase order becomes a straightforward task. Users can easily search for contracts, Statements of Work (SOW), and vendors and directly find them in the database. Once found, users can enter quantities against the line items, and the rates are already defined during the creation of the contracts and SOW.

The Contract to PO Management system also facilitates the approval process of contracts and POs. It allows for chat communication between relevant stakeholders during the approval process, eliminating the need for conversation over the phone or email. For instance, if the approver has any doubts regarding the PO creation, they can converse with the PO creator on the software.

The Contract to PO Management system is a crucial tool for organizations seeking to streamline their procurement processes. It offers a solution for the challenges posed by managing contracts and ensures that contracts are managed efficiently, effectively, and in a timely manner. By implementing this tool, organizations can reduce the time spent managing contracts, increase productivity, and improve overall procurement performance.

Chapter 3

USERS

3.1 Defining Users

In order to ensure the effective operation of the Contract to PO Management System, it is necessary to categorize the user base into five distinct groups. These groups include:

- 1 Contract Creator
- 2 Contract approver
- 3 Purchase Order Creator
- 4 Purchase Order Approver
- 5 Vendor
- 6 Admin

CONTRACT CREATOR

The person responsible for creating any contract. He will be allowed to modify contracts, add and modify new Statement of works for existing contracts, extend and short close Contracts and Statement of works.

CONTRACT APPROVER

Whenever contract creator creates, modifies extends or shortcloses a contract or SOW the system doesn't reflect that immediately, the changes undergo an approval cycle, that can be different for different departments, which is defined by the Admin. Contract Approvers will be giving "**Approvals**" for Contract and SOW related. The Contract Approvers also have an option to "**Reject**" the Contract/SOW at all if they don't find it relevant or they can "**Reconsider**" if they find some sort of small glitches which have to be corrected by the Contract Creator.

PURCHASE ORDER CREATOR

This user group will be raising Purchase Orders against contract, SOW or directly against vendors. They will be inputting quantities against the line items declared in SOW and Contracts, if they are raising this PO against Contract/SOW. In other cases they will be declaring the line items with their quantities, rate, HSN/SAC code, group etc. They will also be responsible for modifying and short closing the Purchase Orders. The Purchase Orders can be short closed in Bulk, can be individually short closed, or it can be short closed partially too, depending upon its requirement.

PURCHASE ORDER APPROVER

Whenever Purchase Order creator creates, modifies or shortcloses a PO the system doesn't reflect that immediately, the changes undergo an approval cycle, that can be different for different departments, which is defined by the Admin. Purchase Order Approvers will be giving "**approvals**" for Purchase Order related iterations and creation. The PO approvers also have an option to "**Reject**" the PO at all if they don't find it relevant or they can "**Reconsider**" if they find some sort of small glitches which have to be corrected by the Purchase Order Creator.

VENDOR

These user groups are the businesses with whom the company is having contracts and against which the PO are generated. Whenever PO is generated and it completes its approval cycle, it is then sent to the vendor, who sees the products and services that have to be delivered on a specific date or during a service period. If it is doable for him he "**Accepts**" the purchase order and if he has some sort of issues with the completion of the Purchase Order he "**Raises a Dispute**" against it with a message stating his issue, which then goes to the PO Creator where they do the necessary changes and then the PO undergoes the approval cycle again.

ADMIN

Admin is responsible for the role allocations in the entire systems, he decides the level of authority. He decides how many approvers does each department require and who all are approvers for specific departments. It also declares which all scenarios require approval from the finance or legal departments.

User Groups	Functions
Contract Creator	Can create, modify, extend and short close SOW and Contracts
Contract Approver	Contract Approver: will be providing approval to any action done by the contract creator.
PO Creator	PO Creator: will be creating PO against existing contracts/SOW, modifying and short closing them
PO Approver	PO Approver: will be providing approval to any action done by the PO creator.
Admin	Manage the configurations and masters
Vendor	Vendor: Will be accepting or raising a dispute against the PO, and then delivering the order.

Table 1: User groups division and their functions

3.2 User Flows

The following are the user flows for different set of actions performed by different set of user groups

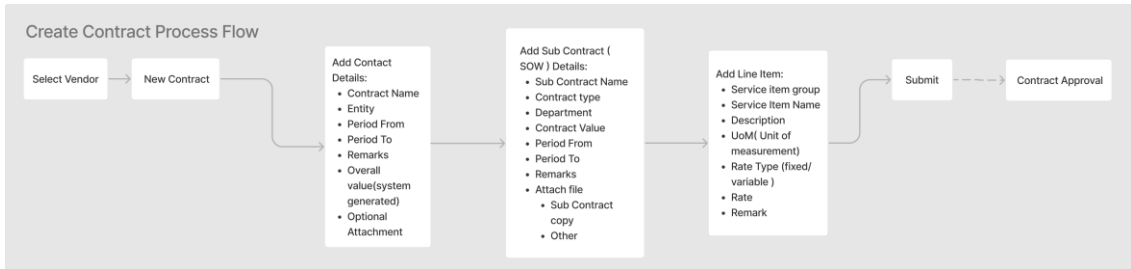


Figure 5: User Flow- Contract Creation

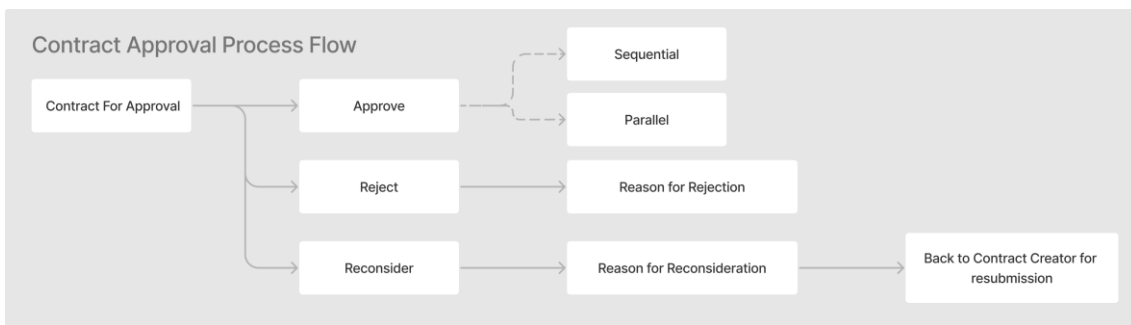


Figure 6: User Flow: Contract Approval

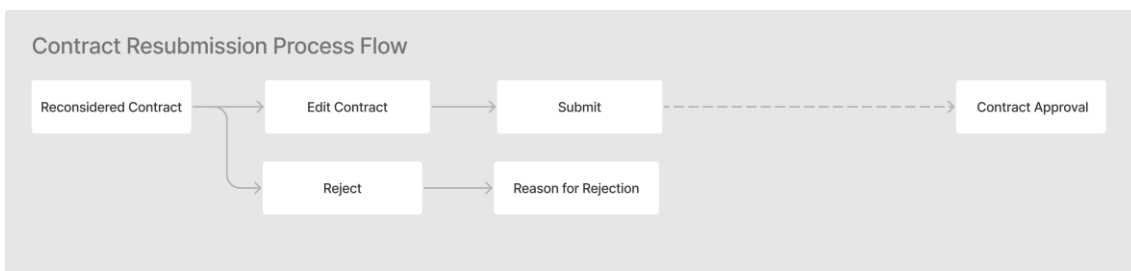


Figure 7: User Flow- Contract Resubmission

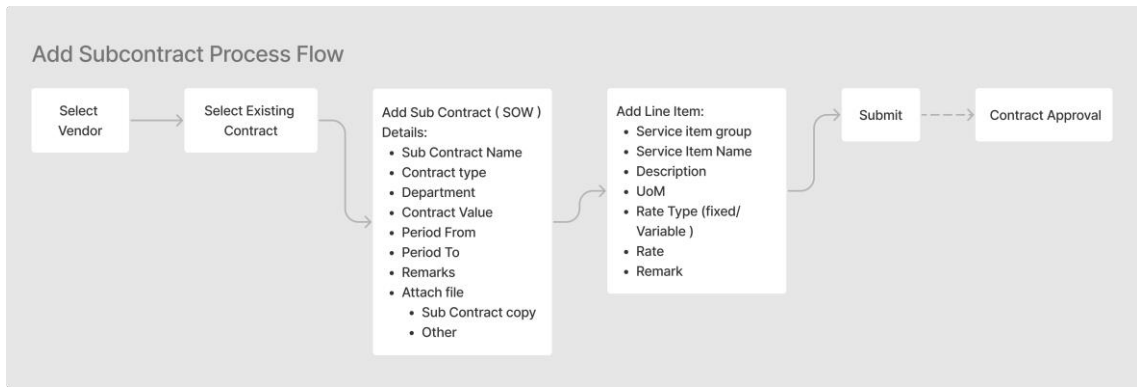


Figure 8: User Flow-Add Statement of Work

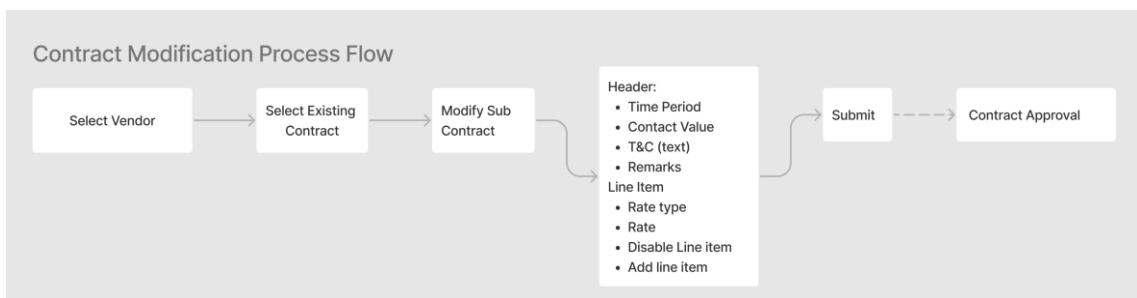


Figure 9: User Flow- Contract/SOW Modification

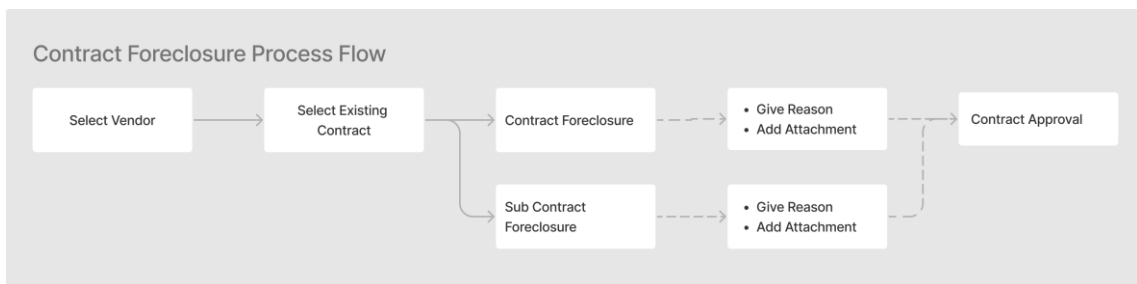


Figure 10: User Flow- Contract/SOW Foreclosure

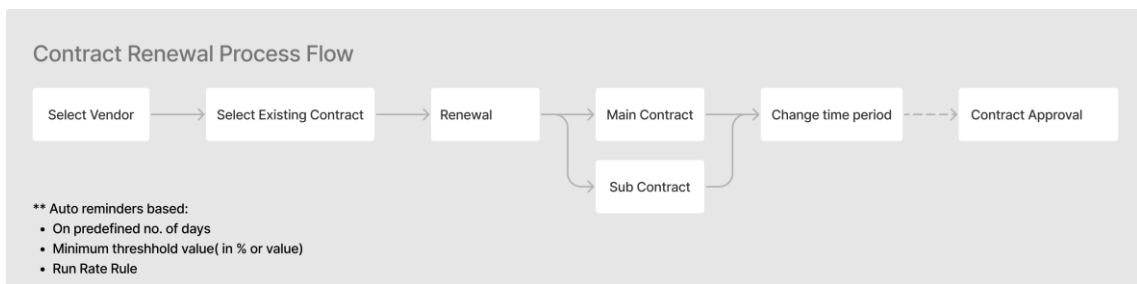


Figure 11: User Flow- Contract Renewal

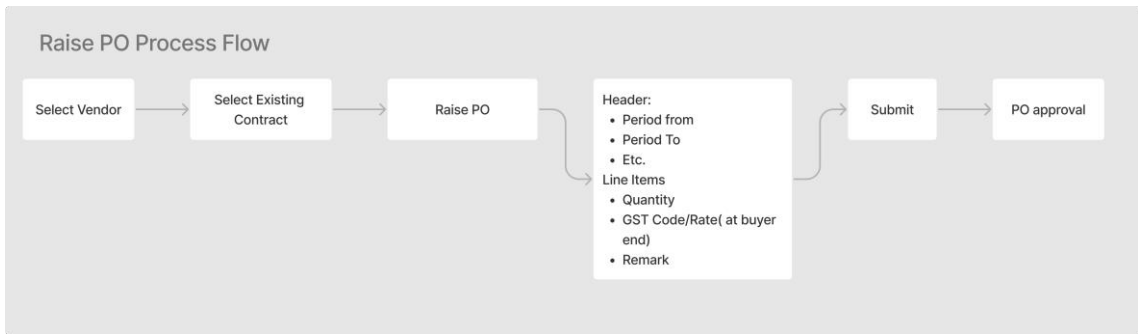


Figure 12: User Flow - Raise Purchase Order

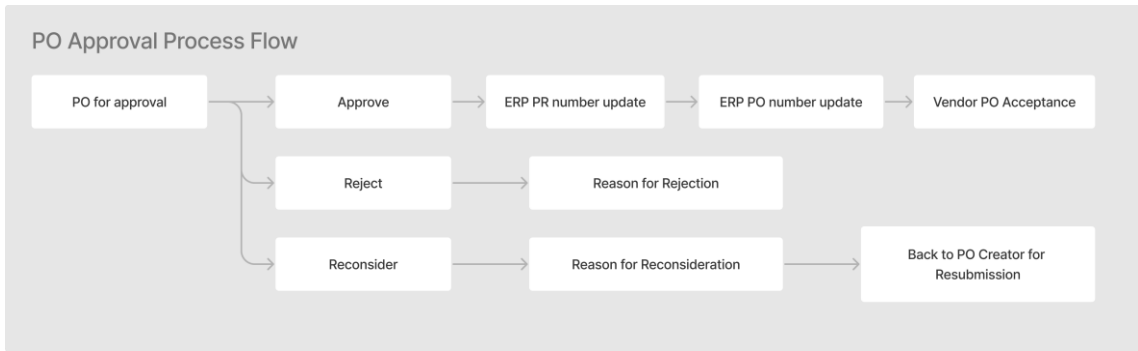


Figure 13: User Flow- PO Approval Process

Concept 1: How independent is SOW from Contract (Diagram)

After the creation of the contract, SOW will be treated as independent entities.

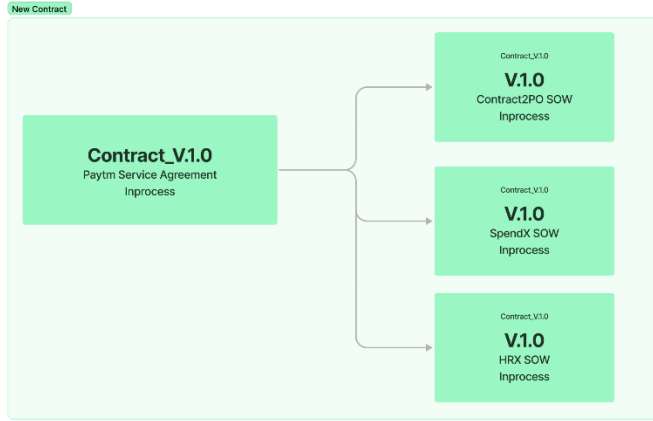


Figure 14: Contract after approval

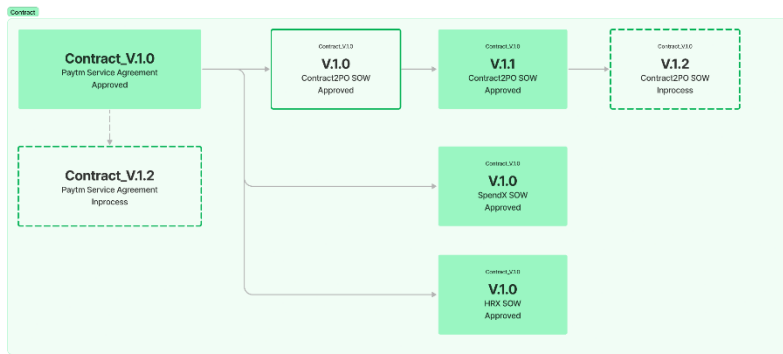


Figure 15: Contract after one of its SOW undergoes modification

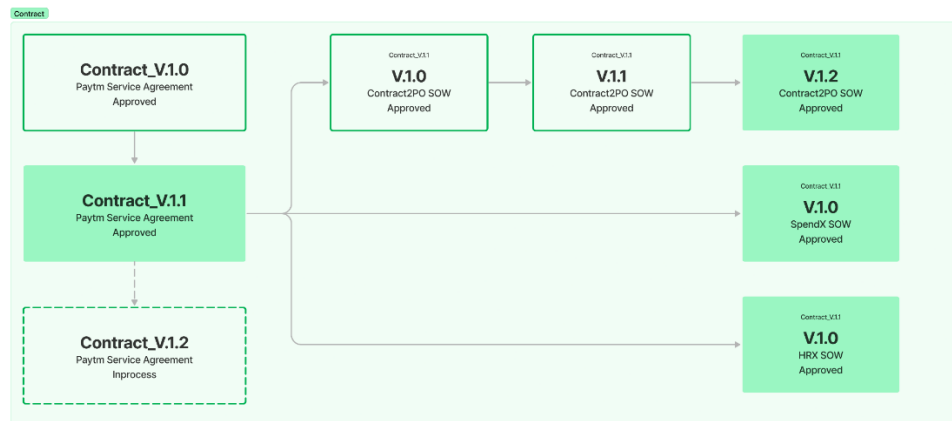


Figure 16: Contract after its modified SOW's are approved and rejected

Concept 2: Versioning of Contracts/SOW Modification

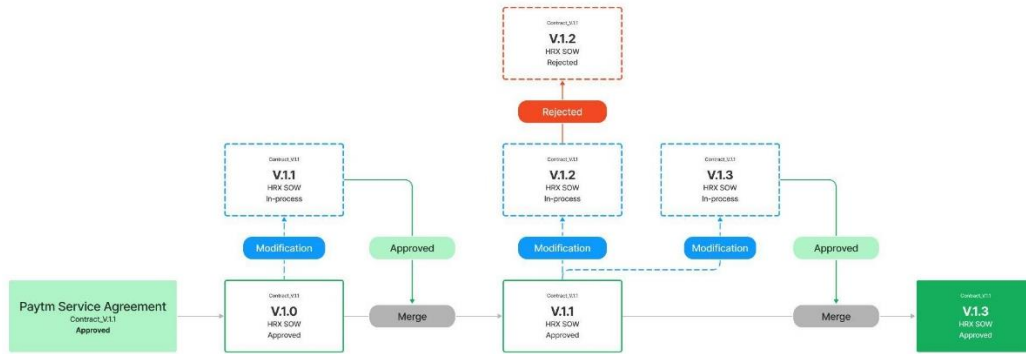


Figure 17: Versioning of Contract and SOW explanation

Explaining whenever a modification is done, a new version is created, which is not replaced, unless and until it has been approved by all the approvers. And users will be able to access the older versions through reports sections.

Chapter 4

INFORMATION ARCHITECTURE

4.1 Contract Creator

Figure 18: Contract Creator Information Architecture

4.2 Contract Approver

Figure 19: Contract Approver Information Architecture

4.3 Contract Viewer

Figure 20: Contract Viewer Information Architecture

4.4 Purchase Order Creator

Figure 21: Purchase order Creator Information Architecture

4.5 Purchase Order Approver

Figure 22: Purchase Order Approver Information Architecture

4.6 Purchase Order Viewer

Figure 23: Purchase Order Viewer Information Architecture

4.7 Vendor

Figure 24: Vendor Information Architecture

Chapter 5

HIGH FIDELITY UI SCREENS

5.1 Contract Creator's UI

5.1.1 Contract Creation

The lengthy flow is divided into different sections to avoid information overload.

Contract creation is a 4 step process:

1. Selecting vendor
2. Adding contract header level details
3. Adding SOW(can be done manually, can be done via excel/can be copied from existing SOW)
4. Preview and create Contract

The screenshot displays the 'Vendor List' interface within the MND system. The breadcrumb trail indicates the current step is '1 Select Vendor'. The table below shows the list of vendors available for selection.

Vendor Name and Code	Site Name and Site Code	GST	BU	Used Value	Value	Configurable Field
Big Kahuna Burger Ltd. VID_1234567890	Jaisalmer, Rajasthan SID_1234567890	AAAAA-AA-88-8888888	Data	₹ 9,00,000	₹ 13,00,000	Data
Binford Ltd. VID_1234567890	Barnala, Punjab SID_1234567890	AAAAA-AA-88-8888888	Data	₹ 9,00,000	₹ 13,00,000	Data
Biffco Enterprises Ltd. Sub VID_1234567890	Mamit, Mizoram SID_1234567890	AAAAA-AA-88-8888888	Data	₹ 9,00,000	₹ 13,00,000	Data
Biffco Enterprises Ltd. VID_1234567890	Champhai, Mizoram SID_1234567890	AAAAA-AA-88-8888888	Data	₹ 9,00,000	₹ 13,00,000	Data
Barone LLC. VID_1234567890	Tarn Taran, Punjab SID_1234567890	AAAAA-AA-88-8888888	Data	₹ 9,00,000	₹ 13,00,000	Data
Big Kahuna Burger Ltd. VID_1234567890	Balasore, Orissa SID_1234567890	AAAAA-AA-88-8888888	Data	₹ 9,00,000	₹ 13,00,000	Data
Acme Co. VID_1234567890	Ganjam, Orissa SID_1234567890	AAAAA-AA-88-8888888	Data	₹ 9,00,000	₹ 13,00,000	Data
Abstergo Ltd. VID_1234567890	Mokokchung, Nagaland SID_1234567890	AAAAA-AA-88-8888888	Data	₹ 9,00,000	₹ 13,00,000	Data
Big Kahuna Burger Ltd. VID_1234567890	Pathankot, Punjab SID_1234567890	AAAAA-AA-88-8888888	Data	₹ 9,00,000	₹ 13,00,000	Data

At the bottom of the table, there is a 'View' dropdown set to '10' items per page, a pagination indicator '1 - 10 out of 100', and a set of navigation buttons (1, 2, 3, 4, 5, Next).

Figure 25: Contract Creation, Vendor Selection UI

Table Column View ✕

Only 6 fields can be displayed at once

Visible

- Contract
- Vendor Name and Code
- Stage
- Value
- Created On
- Current TAT
- Total TAT

Hidden

- Site Name & Code
- Legal Entity
- Config Field 1

For better flexibility of the columns that have to be used in any table a drawer has been given for user to select the relevant columns as per their requirement, making the design adaptable to all the users.

Figure 26: Contract Creation, Vendor Selection, Selection Drawer

The screenshot shows the 'Contract Details' step of a contract creation process in the MYND application. The breadcrumb trail indicates the steps: 1. Select Vendor, 2. Contract Details (current), 3. Statement of Work Details, and 4. Preview. Navigation buttons include 'Cancel', 'Save as Draft', and 'Next'. The main content area is divided into sections:

- Vendor Details:** ID: V/23424325. Vendor: Cosmo Infracolution is a of Vendor. Location: Gurugram Office. Contact: 090909012. GST: AAAAA-AA-88-8888888.
- New Contract Details:**
 - Contract Name: ABC Contract
 - Legal Entity: Azura Infographics
 - Period From: 20/10/2020
 - Period To: 20/10/2024
 - Attribute 1: Place holder
 - Attribute 2: Place holder
 - Attribute 3: Place holder
 - Attribute 4: Place holder
- Remarks:** Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat dui enim velit mollit. Exercitation veniam consequat sunt nostrud amet.
- Attachments:** One image attachment is shown, and a dashed box with a '+' sign indicates where to click to add more attachments.

Figure 27: Contract Creation, Contract Details UI

VR Vivek Rawat
Manager

1 Select Vendor > 2 Contract Details > 3 Statement of Work Details > 4 Preview

Cancel Save as Draft Next →

Contract Details

Contract Name ₹ 4,44,64,28,000

ID: V/23424325
25 Dec, 2022 - 25 Dec, 2023 (1 yr)
Legal Entity: HRX • 3 SOW

Vendor Details

Cosmo Infracosolution is a of Vendor

ID: V/23424325
Gurugram Office • 090909012
GST: AAAAA-AA-B8-8888888

New SOW Copy SOW

Title Green Energy System Installation	Department Mechanical	Sub-Department Environmental	Type Type ABC
Period From 20/10/22021	Period To 20/10/2025	Category Category P	Value Type Composite
Payment Terms 25 Days	Attribute 1 Place holder	Attribute 2 Place holder	Attribute 3 Place holder
Attribute 4 Place holder	Attribute 5 Place holder		

Escalation

Escalation Percentage 10%	Escalation Date 20/10/2024	Escalation Remark Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia...
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Remarks

Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat dui enim velit mollit. Exercitation veniam consequat sunt nostrud amet.

Attachments

+

Line Items Upload via Excel Add 10 Items

Name and Group	HSN/SAC	UOM	Type	Rate	Quantity	Amount
1 Line Item 1	12345678	kg	Blanket	N/A	N/A	₹ 11,11,12,500
Description Amet minim mollit non		Remarks Amet minim mollit non				
2 Line Item 1	12345678	kg	Slab			
Based On		Rate	Quantity	Amount		
<input checked="" type="radio"/> Amount	<input type="radio"/> Rate	N/A	0 ↔ 50	₹ 1,00,000		
<input checked="" type="radio"/> Amount	<input type="radio"/> Rate	N/A	51 ↔ 150	₹ 2,00,000		
<input checked="" type="radio"/> Amount	<input type="radio"/> Rate	N/A	151 ↔ 251	₹ 1,50,000		
<input type="radio"/> Amount	<input checked="" type="radio"/> Rate	₹ 2,500	251 ↔ Value	Value		
+ Add Slab						
Description Amet minim mollit non		Remarks Amet minim mollit non				
3 Line Item 1	12345678	kg	Rate	₹ 1,00,000	N/A	N/A
Description Amet minim mollit non		Remarks Amet minim mollit non				
4 Line Item 1	12345678	kg	Rate	₹ 1,000	11,110	₹ 11,11,00,000
Description Amet minim mollit non		Remarks Amet minim mollit non				

SOW Value

₹ 12,00,900 Save SOW

Figure 28: Contract Creation, Statement of Work Details Input UI

Vivek Rawat
Manager
VR

1 Select Vendor >
 2 Contract Details >
 3 Statement of Work Details >
 4 Preview

Cancel
Save as Draft
Create Contract

Contract Name ₹ 4,44,64,28,000

ID: V/23424325
25 Dec, 2022 - 25 Dec, 2023 (1 yr)
Legal Entity: HRX - 3 SOW

Vendor Details Cosmo Infracolution is a of Vendor

ID: V/23424325
Gurugram Office - 090909012
GST: AAAA-AA-88-8888888

Green Energy System Installation

ID: SOWID/23424325
25 Dec, 2022 - 25 Dec, 2023 (1 yr) - Type Type 45 - Department 1 / Sub Dept 1

Category	Value Type	Payment Terms	Attribute 1	Attribute 1
Category Type	Composite	25 Days	Value	Value
Attribute 1	Attribute 2	Attribute 3	Attribute 4	Attribute 5
Value	Value	Value	Value	Value

Escalation Percentage
10%

Escalation Date
20/10/2020

Attachments

Escalation remark
Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.

Remark
Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.

₹ 2,22,32,14,000

Line Items

#	Line Item Name and Code	Group Name and Code	HSN/SAC	UoM	Type	Rate	Qty	Amount
1	Debt Service LID_1234567890	Finance GID_1234567890	12345678	kg	Rate	₹ 9,00,000	N/A	N/A
2	Books LID_1234567890	Accounting GID_1234567890	12345678	mtrs	Blanket	N/A	N/A	₹ 13,00,000
3	Calenders LID_1234567890	Front Desk GID_1234567890	12345678	unit	Regular	₹ 900	1,000	₹ 9,00,000
4	Fleet Management LID_1234567890	Management GID_1234567890	12345678	ltrs	Slab	N/A	0 - 50	₹ 1,00,000
						N/A	51 - 150	₹ 2,00,000
						N/A	151 - 251	₹ 1,50,000
						₹ 2,000	251-99,99,999	N/A

Description: Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.
Remarks: Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.

Industrial Coating Application and Material Procurement

ID: SOWID/23424325
25 Dec, 2022 - 25 Dec, 2023 (1 yr) - Type Type 45 - Department 1 / Sub Dept 1

Category	Value Type	Payment Terms	Attribute 1	Attribute 1
Category Type	Composite	25 Days	Value	Value
Attribute 1	Attribute 2	Attribute 3	Attribute 4	Attribute 5
Value	Value	Value	Value	Value

Escalation Percentage
10%

Escalation Date
20/10/2020

Attachments

Escalation remark
Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.

Remark
Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.

₹ 2,22,32,14,000

Line Items

#	Line Item Name and Code	Group Name and Code	HSN/SAC	UoM	Type	Rate	Qty	Amount
1	Debt Service LID_1234567890	Finance GID_1234567890	12345678	kg	Rate	₹ 9,00,000	N/A	N/A
2	Books LID_1234567890	Accounting GID_1234567890	12345678	mtrs	Blanket	N/A	N/A	₹ 13,00,000
3	Calenders LID_1234567890	Front Desk GID_1234567890	12345678	unit	Regular	₹ 900	1,000	₹ 9,00,000
4	Fleet Management LID_1234567890	Management GID_1234567890	12345678	ltrs	Slab	N/A	0 - 50	₹ 1,00,000
						N/A	51 - 150	₹ 2,00,000
						N/A	151 - 251	₹ 1,50,000
						₹ 2,000	251-99,99,999	N/A

Description: Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.
Remarks: Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.

Figure 29: Contract Creation, Contract Details Preview

5.1.2 Contract Tables

All the contracts and statement of work has been segregated into 4 tabs, Pending, Draft Inprocess, Approved and All.

SOW Title	Contract	Vendor Name and Code	Department	Created On
Physical Security Consultatio... SID_1234567890	Contract Name 2 CID_1234567890	Big Kahuna Burger Ltd. VID_1234567890	Finance	18/09/2016
Uniform and Apparel Design... SID_1234567890	Contract Name 4 CID_1234567890	Binford Ltd. VID_1234567890	Laundry	15/08/2017
Wireless Network Installation... SID_1234567890	Contract Name 15 CID_1234567890	Biffco Enterprises Ltd. Sub	Houseman	07/05/2016
Solar Panel Installation SID_1234567890	Contract Name 7 CID_1234567890	Biffco Enterprises Ltd. VID_1234567890	Sales and Marketing	28/10/2012
Landscape Lighting Installatio... SID_1234567890	Contract Name 3 CID_1234567890	Barone LLC. VID_1234567890	Management	16/08/2013
Catering and Event Supplies... SID_1234567890	Contract Name 6 CID_1234567890	Big Kahuna Burger Ltd. VID_1234567890	Legal	28/10/2012
Industrial Cleaning and... SID_1234567890	Contract Name 16 CID_1234567890	Acme Co. VID_1234567890	Housekeeping management	15/08/2017
Kitchen Renovation and... SID_1234567890	Contract Name 10 CID_1234567890	Abstergo Ltd. VID_1234567890	Restaurant Management	16/08/2013
Building Construction and... SID_1234567890	Contract Name 5 CID_1234567890	Big Kahuna Burger Ltd. VID_1234567890	IT	12/06/2020

Figure 30: Statement of Work Table, Draft Tab

5.1.3 Contract and Statement of Work View

These views show how the user will see the saved Contracts and Statement of Works

Contract Details

Contract Name: **APPROVED** ₹ 4,44,64,28,000

ID: V/23424325

25 Dec, 2022 - 25 Dec, 2023 (1 yr)

Legal Entity: HRX - 3 SOW

Vendor Details

Cosmo Infracosolution is a of Vendor

ID: V/23424325

Gurugram Office - 090909012

GST: AAAAA-AA-88-8888888

Attribute 1 Value	Attribute 2 Value	Attribute 3 Value	Attribute 4 Value
Remark Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.			Attachments

Figure 31: Contract View, Approved

Green Energy System Installation/V3 INPROCESS ₹ 2,22,32,14,000

ID: SOWID/23424325
 25 Dec, 2022 - 25 Dec, 2023 (1 yr) • Type Type 45 • Department 1 / Sub Dept 1

In-process at **Manmohan Singh** for **L2 Approval**

Category	Value Type	Payment Terms	Attribute 1	Attribute 1
Category Type	Composite	25 Days	Value	Value
Attribute 1	Attribute 2	Attribute 3	Attribute 4	Attribute 5
Value	Value	Value	Value	Value

Escalation Percentage: 10% | Escalation Date: 20/10/2020 | Attachments:

Escalation remark: *Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.*

Remark: *Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.*

Line Items

#	Line Item Name and Code	Group Name and Code	HSN/SAC	UoM	Type	Rate	Qty	Amount
1	Debt Service LID_1234567890	Finance GID_1234567890	12345678	kg	Rate	₹ 9,00,000	N/A	N/A
2	Books LID_1234567890	Accounting GID_1234567890	12345678	mtrs	Blanket	N/A	N/A	₹ 13,00,000
3	Calenders LID_1234567890	Front Desk GID_1234567890	12345678	unit	Regular	₹ 900	1,000	₹ 9,00,000
4	Fleet Management LID_1234567890	Management GID_1234567890	12345678	ltrs	Slab	N/A	0 - 50	₹ 1,00,000
						N/A	51 - 150	₹ 2,00,000
						N/A	151 - 251	₹ 1,50,000
						₹ 2,000	251-99,999	N/A

Description: *Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.*
 Remarks: *Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.*

Figure 32: Statement of Work View, Inprocess

5.1.4 Contract and Statement of Work Foreclosure and Time extension

A dialog box pops up with an input of foreclosure date or the extension date, along with the reason

SOW Foreclosure

Are you sure you want to foreclose your statement of work? Any approvals will be disregarded and the request will be permanently removed.
This is your last SOW under "Contract Name". Closing it will make your Contract Empty.

Existing Time Period
25/10/2019 - 25/10/2026

Foreclosure Date

Reason for Foreclosure

Figure 33: Statement of Work, Foreclosure Dialog Box

5.1.5 Contract and Statement of Work Modification

Post approval the user is allowed to do modifications to the contract or the statement of Work. Modification might even be required in the case when the contract has been reconsidered by the Contract Approver.

The screenshot displays the 'Modify SOW' interface in the MND system. At the top, the user is identified as Vivek Rawat, Manager. The interface is divided into several sections:

- Header:** 'Modify SOW' with 'Cancel' and 'Save SOW' buttons.
- Contract Details:**
 - Title: Green Energy System Installation
 - Department: Mechanical
 - Sub-Department: Environmental
 - Type: Type ABC
 - Period From: 20/10/2021
 - Period To: 20/10/2025
 - Category: Category P
 - Value Type: Composite
 - Payment Terms: 25 Days
 - Attributes 1-5: All are 'Place holder'.
- Escalation:** A toggle switch is turned on.
 - Escalation Percentage: 10%
 - Escalation Date: 20/10/2024
 - Escalation Remark: Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia...
- Remarks:** Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat dui enim velit mollit. Exercitation veniam consequat sunt nostrud amet.
- Attachments:** One image is attached, with a '+ Add' button.
- Line Items:** A table with 4 items.

Name and Group	HSN/SAC	UOM	Type	Rate	Quantity	Amount
Line Item 1	12345678	kg	Blanket	N/A	N/A	₹ 11,11,12,500
Line Item 1	12345678	kg	Slab			
Based On: Amount (selected) / Rate						
				N/A	0 ↔ 50	₹ 1,00,000
				N/A	51 ↔ 150	₹ 2,00,000
				N/A	151 ↔ 251	₹ 1,50,000
				₹ 2,500	251 ↔ Value	Value
+ Add Slab						
Line Item 1	12345678	kg	Rate	₹ 1,00,000	N/A	N/A
Line Item 1	12345678	kg	Rate	₹ 1,000	11,110	₹ 11,11,00,000
- SOW Value:** ₹ 12,00,900

Figure 34: Contract Modification

5.1.6 Activity Pane

This drawer slides whenever the user needs to communicate, it maintains the activity trail of the contract and can be accessed at any point of time.

Comment 3
Activity
✕

aliqua dolor do amet sint.

17, Jan 2021 at 10:00

NC

Nityanand Chowdhary RESUBMITTED

3 Modification

Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint.

17, Jan 2021 at 10:00

4 / 3 TAT

received by **Approver 1** • Muthuraman Balakrishnan

MB

Muthuraman Balakrishnan RECONSIDERED

Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint.

17, Jan 2021 at 10:00

2 / 3 TAT

MB

Muthuraman Balakrishnan RECONSIDERED

Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint.

17, Jan 2021 at 10:00

2 / 3 TAT

received by **Approver 2** • Shashank Sood

NC

Shashank Sood APPROVED

Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint.

17, Jan 2021 at 10:00

2 / 3 TAT

5.2 Contract Approver's UI

5.2.1 Contract/Statement of Work Tables

All the contracts and statement of work has been segregated into 5 tabs, Pending, Inprocess, Approved and All.

SOW Title	Vendor Name and Code	Department	Created By	Approval For	Stage	Value	Time Period	My TAT	Total TAT
Physical Security Consultatio... SID_1234567890	Big Kahuna Burger Ltd. VID_1234567890	Finance	Govind Bhate On 20/10/2024	Foreclosure	L1	₹ 32,32,895	From: 15/08/2017 To: 15/08/2019	1	3
Uniform and Apparel Design... SID_1234567890	Binford Ltd. VID_1234567890	Laundry	Daya Seth On 20/10/2024	Submission	L2	₹ 32,32,895	From: 15/08/2017 To: 15/08/2019	2	4
Wireless Network Installation... SID_1234567890	Biffco Enterprises Ltd. Sub	Houseman	Govind Kapadia On 20/10/2024	Modification	L3	₹ 32,32,895	From: 15/08/2017 To: 15/08/2019	1	3
Solar Panel Installation SID_1234567890	Biffco Enterprises Ltd. VID_1234567890	Sales and Marketing	Kusika Dalavi On 20/10/2024	Time Modification	Legal	₹ 32,32,895	From: 15/08/2017 To: 15/08/2019	5	7
Landscape Lighting Installatio... SID_1234567890	Barone LLC. VID_1234567890	IT	Chanda Vad On 20/10/2024	Submission	L3	₹ 32,32,895	From: 15/08/2017 To: 15/08/2019	3	5
Catering and Event Supplies... SID_1234567890	Big Kahuna Burger Ltd. VID_1234567890	Legal	Wazir Padhi On 20/10/2024	Submission	L3	₹ 32,32,895	From: 15/08/2017 To: 15/08/2019	4	6
Industrial Cleaning and... SID_1234567890	Acme Co. VID_1234567890	Sales and Marketing	Bhima Poddar On 20/10/2024	Submission	L3	₹ 32,32,895	From: 15/08/2017 To: 15/08/2019	1	3
Kitchen Renovation and... SID_1234567890	Abstergo Ltd. VID_1234567890	IT	Anguri Ashtekar On 20/10/2024	Submission	L3	₹ 32,32,895	From: 15/08/2017 To: 15/08/2019	2	4
Building Construction and... SID_1234567890	Big Kahuna Burger Ltd. VID_1234567890	IT	Baibhav... On 20/10/2024	Submission	L3	₹ 32,32,895	From: 15/08/2017 To: 15/08/2019	7	9

Figure 35: Statement of Work Table, Pending Tab

5.2.2 Contract/Statement of Work Detailed View

Contracts / statement of work detailed view where the approver get an options to:

- Approve
- Reconsider
- Reject

MND. Vivek Rawat
Location Manager

View SOW Reject Reconsider Approve

Green Energy System Installation/V1 SUBMITTED ₹ 2,22,32,14,000

ID: SOWID/23424325
25 Dec, 2022 - 25 Dec, 2023 (1 yr) • Type Type 45 • Department 1 / Sub Dept 1

Category	Value Type	Payment Terms	Attribute 1	Attribute 1
Category Type	Composite	25 Days	Value	Value
Attribute 1	Attribute 2	Attribute 3	Attribute 4	Attribute 5
Value	Value	Value	Value	Value

Escalation Percentage: 10%
Escalation Date: 20/10/2020

Escalation remark: **Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.**

Remark: **Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.**

Line Items Search

#	Line Item Name and Code	Group Name and Code	HSN/SAC	UoM	Type	Rate	Qty	Amount
1	Debt Service LID_1234567890	Finance GID_1234567890	12345678	kg	Rate	₹ 9,00,000	N/A	N/A
2	Books LID_1234567890	Accounting GID_1234567890	12345678	mtrs	Blanket	N/A	N/A	₹ 13,00,000
3	Calenders LID_1234567890	Front Desk GID_1234567890	12345678	unit	Regular	₹ 900	1,000	₹ 9,00,000
4	Fleet Management LID_1234567890	Management GID_1234567890	12345678	ltrs	Slab	N/A	0 - 50	₹ 1,00,000
						N/A	51 - 150	₹ 2,00,000
						N/A	151 - 251	₹ 1,50,000
						₹ 2,000	251-99,999	N/A

Description: **Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.**
Remarks : **Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.**

Figure 36: View statement of Work, Submitted View

5.2.3 Approval Dialog Box

The following dialog box opens and comes with a default approval message which can be edited.

Approve SOW

Are you sure you want to approve "SOW Name 12345678"?

Approval Note

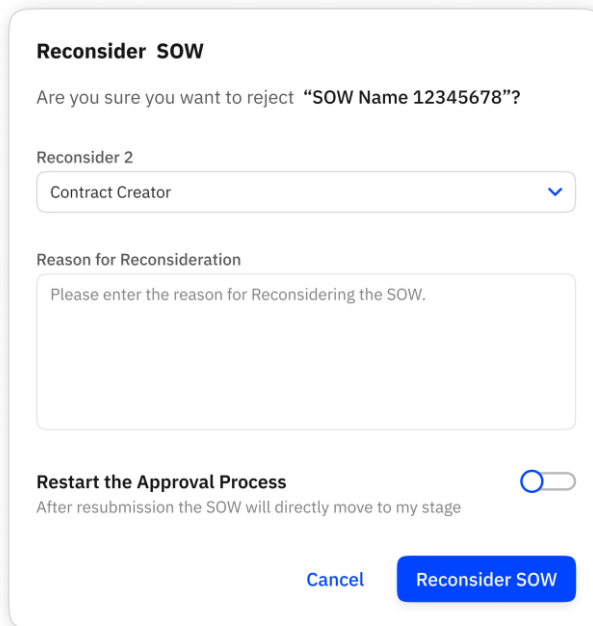
This SOW has been Approve.

Cancel
Approve SOW

Figure 37: Approval Dialog Box

5.2.4 Reconsider Dialog Box

The following dialog box opens and which asks to whom do you want to reconsider along with your reason for reconsideration. You also get an option to not start the Approval process rather directly redirect it to you after changes.



Reconsider SOW

Are you sure you want to reject "SOW Name 12345678"?

Reconsider 2

Contract Creator

Reason for Reconsideration

Please enter the reason for Reconsidering the SOW.

Restart the Approval Process

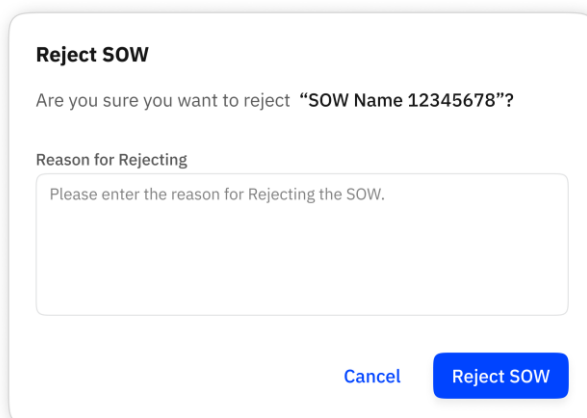
After resubmission the SOW will directly move to my stage

Cancel Reconsider SOW

Figure 38: Reconsider Dialog Box

5.2.5 Approval Dialog Box

The following



Reject SOW

Are you sure you want to reject "SOW Name 12345678"?

Reason for Rejecting

Please enter the reason for Rejecting the SOW.

Cancel Reject SOW

Figure 39: Approval Dialog Box

5.2.6 Comparison view between versions.

When there are some modifications done in Contract or SOW and it is sent for Approval, the approver gets a comparison view where he can compare the modifications with the past versions, helping him the approval cycle.

MYND. VR Vivek Rawat Manager

View Rejected Changes

Green Energy System Installation/V4 3

ID: SOWID/23424325 View all Attributes

Modified By
Manish Mishra · On 20 Oct, 2021
 Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.

	Existing SOW	Rejected Changes
Sub Department	Sub Department 1	Sub Department 1
Payment Terms	25 Days	25 Days

4 Line Items Search

1 · Line Item Name 1 · ID: SOWID/23424325

	Existing SOW	Rejected Changes
Group	Regular	Regular
Description	Amet Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.	Amet Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.

2 · Line Item Name 1 · ID: SOWID/23424325

	Existing SOW	Rejected Changes
Group	Regular	Regular
Description	Amet Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.	Amet Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.

1 · Line Item Name 1 · ID: SOWID/23424325 · NEW

	Existing SOW	Rejected Changes
Group	-	Group 1/ ID1234567890
Description	-	Amet minim mollit
UoM	-	kgg
Value Type	-	Regular
Rate	-	₹ 12,349
Quantity	-	100
Amount	-	Value
Remark	-	Amet Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.

Figure 40: Comparison view of modifies changes

5.3 Purchase Order Creator's UI

5.3.1 Purchase Order Creation

The lengthy flow is divided into different sections to avoid information overload.

Purchase Order creation is a 4 step process:

1. Selecting vendor
2. Selecting Statement of work
3. Adding Quantities to line items
4. Adding Billing and shipping details

Vendor Name and Code	Site Name and Site Code	GST	BU	Used Value	Value	Configurable Field
Big Kahuna Burger Ltd. VID_1234567890	Jaisalmer, Rajasthan SID_1234567890	AAAAA-AA-88-8888888	Data	₹ 9,00,000	₹ 13,00,000	Data
Binford Ltd. VID_1234567890	Barnala, Punjab SID_1234567890	AAAAA-AA-88-8888888	Data	₹ 9,00,000	₹ 13,00,000	Data
Biffco Enterprises Ltd. Sub VID_1234567890	Mamit, Mizoram SID_1234567890	AAAAA-AA-88-8888888	Data	₹ 9,00,000	₹ 13,00,000	Data
Biffco Enterprises Ltd. VID_1234567890	Champhai, Mizoram SID_1234567890	AAAAA-AA-88-8888888	Data	₹ 9,00,000	₹ 13,00,000	Data
Barone LLC. VID_1234567890	Tarn Taran, Punjab SID_1234567890	AAAAA-AA-88-8888888	Data	₹ 9,00,000	₹ 13,00,000	Data
Big Kahuna Burger Ltd. VID_1234567890	Balasore, Orissa SID_1234567890	AAAAA-AA-88-8888888	Data	₹ 9,00,000	₹ 13,00,000	Data
Acme Co. VID_1234567890	Ganjam, Orissa SID_1234567890	AAAAA-AA-88-8888888	Data	₹ 9,00,000	₹ 13,00,000	Data
Abstergo Ltd. VID_1234567890	Mokokchung, Nagaland SID_1234567890	AAAAA-AA-88-8888888	Data	₹ 9,00,000	₹ 13,00,000	Data
Big Kahuna Burger Ltd. VID_1234567890	Mokokchung, Nagaland SID_1234567890	AAAAA-AA-88-8888888	Data	₹ 9,00,000	₹ 13,00,000	Data

Figure 41: Purchase Order Creation, Vendor Selection

SOW Title	Contract Title	Department	Available Value	Value	Time Period
Physical Security Consultatio... SID_1234567890	Contract Name 2/V1 CID_1234567890	Finance	₹ 2,32,895	₹ 32,32,895	From: 15/08/2017 To: 15/08/2019
Uniform and Apparel Design... SID_1234567890	Contract Name 4/V4 CID_1234567890	Laundry	₹ 2,32,895	₹ 32,32,895	From: 15/08/2017 To: 15/08/2019
Wireless Network Installation... SID_1234567890	Contract Name 15 CID_1234567890	Houseman	₹ 2,32,895	₹ 32,32,895	From: 15/08/2017 To: 15/08/2019
Solar Panel Installation SID_1234567890	Contract Name 7 CID_1234567890	Sales and Marketing	₹ 2,32,895	₹ 32,32,895	From: 15/08/2017 To: 15/08/2019
Landscape Lighting Installatio... SID_1234567890	Contract Name 3 CID_1234567890	Management	₹ 2,32,895	₹ 32,32,895	From: 15/08/2017 To: 15/08/2019
Catering and Event Supplies... SID_1234567890	Contract Name 6 CID_1234567890	Legal	₹ 2,32,895	₹ 32,32,895	From: 15/08/2017 To: 15/08/2019
Industrial Cleaning and... SID_1234567890	Contract Name 16 CID_1234567890	Housekeeping management	₹ 2,32,895	₹ 32,32,895	From: 15/08/2017 To: 15/08/2019
Kitchen Renovation and... SID_1234567890	Contract Name 10 CID_1234567890	Restaurant Management	₹ 2,32,895	₹ 32,32,895	From: 15/08/2017 To: 15/08/2019
Building Construction and... SID_1234567890	Contract Name 5 CID_1234567890	IT	₹ 2,32,895	₹ 32,32,895	From: 15/08/2017 To: 15/08/2019

Figure 42: Purchase Order Creation, Statement of Work Selection

Selected Line Items

#	Line Item Name	Cost Center	HSN/SAC	UoM	Type	Rate	Qty	Amount (without GST)	GST (Rate)	GST (Amount)	Amount (with GST)
1	Debt Service LID_1234567890	Select	12345678	kg	Blanket	N/A	Enter	₹ 0	Select	₹ 0	₹ 1,12,000
2	Debt Service LID_1234567890	Select	12345678	kg	Rate	₹ 1,000	Enter	Enter	Select	₹ 128	₹ 12,128
3	Debt Service LID_1234567890	Select	12345678	kg	Regular	₹ 1,000	Enter	₹ 0	Select	₹ 128	₹ 1,00,128
4	Debt Service LID_1234567890	Select	12345678	kg	Rate	₹ 1,000	Enter	₹ 0	Select	₹ 128	₹ 1,00,128
Total Amount =								₹ 0	+	₹ 0	= ₹ 0

SOW List

#	Line Item Name and Code	Group Name and Code	HSN/SAC	UoM	Type	Rate	Qty	Amount
1	Debt Service LID_1234567890	Finance GID_1234567890	12345678	kg	Rate	₹ 9,00,000	N/A	N/A
2	Books LID_1234567890	Accounting GID_1234567890	12345678	mtrs	Blanket	N/A	N/A	₹ 13,00,000
3	Calenders LID_1234567890	Front Desk GID_1234567890	12345678	unit	Regular	₹ 900	1,000	₹ 9,00,000
4	Fleet Management LID_1234567890	Management GID_1234567890	12345678	ltrs	Slab	N/A	0 - 50	₹ 1,00,000
						N/A	51 - 150	₹ 2,00,000
						N/A	151 - 251	₹ 1,50,000
						₹ 2,000	251-99,99,999	N/A

Description: Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.
Remarks: Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.

Figure 43: Purchase Order Creation, Line Item Quantities addition

Purchase Order Details

Level of Urgency: High

Bill to Location: Gurgaon, Haryana

Ship to Location: Gurgaon, Haryana

Payment Terms: 25 Days

Purchase Order Type: Both

Expected Delivery Date: 20/10/2023

Service Period From: 20/10/2022

Service Period To: 20/10/2023

Attribute 1: Place holder

Attribute 2: Place holder

Attribute 3: Place holder

Attribute 4: Place holder

Attribute 5: Place holder

Attribute 6: Place holder

Attribute 7: Place holder

Attribute 8: Place holder

Attribute 9: Place holder

Attribute 10: Place holder

Remarks: Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit. Exercitation veniam consequat sunt nostrud amet.

Figure 44: Purchase Order Creation, Purchase Order Details

Vivek Rawat
Manager
Cancel Create PO

1 Select Vendor >
 2 Select SOW >
 3 Line Item Quantities >
 4 PO Details >
 5 Preview

₹ 4,44,64,28,000

Vendor Details

Big Kahuna Burger Ltd.

ID: SOWID/23424325

25 Dec, 2022 - 25 Dec, 2023 (1 yr)

Type Type 45 - Department 1 / Sub Dept 1

Cosmo Infracolution is a of Vendor

ID: V/23424325

Gurugram Office + 090909012

GST: AAAAA-AA-88-8888888

POID/12345678901234567890

₹ 2,22,32,14,000

Expected Delivery: 20/10/2023 • Service Duration: 20/10/2023-20/11/2023

Billing Address	Billing Address	Payment Terms	Attribute 1	Attribute 2
Gurgaon, Haryana	Gurgaon, Haryana	25 Days	Value	Value
Attribute 3	Attribute 4	Attribute 5	Attribute 6	Attribute 5
Value	Value	Value	Value	Value
Attribute 8	Attribute 9	Attribute 10		
Value	Value	Value		

Remark
Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.

Line Items

Search

⌵
✎

#	Line Item Name	Cost Center	HSN/SAC	UoM	Type	Rate	Qty	Amount (without GST)	GST (Rate)	GST (Amount)	Amount (with GST)			
1	Business Cards and... LID_1234567890	Cooks	12345678	kg	Rate	₹ 1,000	12	₹ 12,000	Type 1 10% CGST	₹ 1,200	₹ 13,200			
Remarks : Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.														
2	Access Control Syste... LID_1234567890	Procurement	12345678	kg	Blanket	₹ 1,00,000	1	₹ 10,000	Type 2 10% IGST	₹ 1,000	₹ 13,200			
Remarks : Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.														
3	Warehouse Racking... LID_1234567890	Management	12345678	kg	Regular	₹ 2,000	19	₹ 38,000	Type 3 12% CGST	₹ 4,620	₹ 13,200			
Remarks : Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.														
4	Medical Equipment... LID_1234567890	IT	12345678	kg	Slab	N/A	300	₹ 15,000	Type 4 18% CGST	₹ 2,700	₹ 17,700			
						N/A	₹ 10,000	0-200	Type 4 18% CGST	₹ 2,700	₹ 17,700			
						N/A	200-400	₹ 5,000	Type 4 18% CGST	₹ 2,700	₹ 17,700			
Remarks : Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.														
								Total Amount	=	₹ 38,000	+	₹ 4,620	=	₹ 42,620

Figure 45: Purchase Order Creation, Preview

5.3.2 Purchase Order Tables

All PO have been segregated into 5 tabs, Pending, Inprocess, Approved and All.

PO ID	Vendor Name & Code	Site Name and Site Code	Created On	Reason	Status	Value (Without Tax)	Current TAT	Total TAT
POID/1234567890	Big Kahuna Burger... VID_1234567890	Jaisalmer, Rajasthan SID_1234567890	18/09/2016	Data not matching On 02/04/2023	Reconsidered	₹ 13,00,000	1	3
POID/1234567890	Binford Ltd. VID_1234567890	Barnala, Punjab SID_1234567890	15/08/2017	Data not matching On 02/04/2023	Reconsidered	₹ 13,00,000	2	4
POID/1234567890	Biffco Enterprises... Sub VID_1234567890	Mamit, Mizoram SID_1234567890	07/05/2016	Data not matching On 02/04/2023	Disputed	₹ 13,00,000	1	3
POID/1234567890	Biffco Enterprises... VID_1234567890	Champhai, Mizoram SID_1234567890	28/10/2012	Data not matching On 02/04/2023	Reconsidered	₹ 13,00,000	5	7
POID/1234567890	Barone LLC. VID_1234567890	Tarn Taran, Punjab SID_1234567890	16/08/2013	Data not matching On 02/04/2023	Disputed	₹ 13,00,000	3	5
POID/1234567890	Big Kahuna Burger... VID_1234567890	Balasore, Orissa SID_1234567890	28/10/2012	Data not matching On 02/04/2023	Disputed	₹ 13,00,000	4	6
POID/1234567890	Acme Co. VID_1234567890	Ganjam, Orissa SID_1234567890	15/08/2017	Data not matching On 02/04/2023	Reconsidered	₹ 13,00,000	1	3
POID/1234567890	Abstergo Ltd. VID_1234567890	Mokokchung... SID_1234567890	16/08/2013	Data not matching On 02/04/2023	Reconsidered	₹ 13,00,000	2	4
POID/1234567890	Big Kahuna Burger... VID_1234567890	Mokokchung... SID_1234567890	12/06/2020	Data not matching On 02/04/2023	Reconsidered	₹ 13,00,000	7	9

Figure 46: Purchase Order Table

5.3.3 Purchase Order View

These views show how the user will see the saved Purchase Orders.

View PO

POID/12345678901234567890 **APPROVED** ₹ 2,22,32,14,000

Expected Delivery: 20/10/2023 • Service Duration: 20/10/2023-20/11/2023

SOW Details ₹ 4,44,64,28,000 Vendor Details

Big Kahuna Burger Ltd.
 ID: SOWID/23424325
 25 Dec, 2022 - 25 Dec, 2023 (1 yr)
 Type Type 45 - Department 1 / Sub Dept 1

Cosmo Infrasonline is a of Vendor
 ID: V/23424325
 Gurugram Office - 090909012
 GST: AAAAA-AA-88-8888888

#	Line Item Name	Cost Center	HSN/SAC	UoM	Type	Rate	Qty	Amount (without GST)	GST (Rate)	GST (Amount)	Amount (with GST)
1	Business Cards and... LID_1234567890	Cooks	12345678	kg	Rate	₹ 1,000	12	₹ 12,000	Type 1 10% CGST	₹ 1,200	₹ 13,200
2	Access Control Syste... LID_1234567890	Procurement	12345678	kg	Blanket	₹ 1,00,000	1	₹ 10,000	Type 2 10% IGST	₹ 1,000	₹ 13,200
3	Warehouse Racking... LID_1234567890	Management	12345678	kg	Regular	₹ 2,000	19	₹ 38,000	Type 3 12% CGST	₹ 4,620	₹ 13,200
4	Medical Equipment... LID_1234567890	IT	12345678	kg	Slab	N/A	300	₹ 15,000	Type 4 18% CGST	₹ 2,700	₹ 17,700
						N/A		₹ 10,000	0-200		
						N/A	200-400	₹ 5,000			
								Total Amount =	₹ 38,000	+	₹ 4,620 = ₹ 42,620

Figure 47: Purchase Order View

5.3.4 Purchase Order Bulk Shortclose

User can select multiple Purchase orders which have to be shortclosed and Bulk Shortclose

PO ID	Vendor Name & Code	Site Name and Site Code	Created On	Balance Value (Without Tax)	Value (Without Tax)
<input type="checkbox"/> POID/1234567890	Big Kahuna Burger Ltd. VID_1234567890	Jaisalmer, Rajasthan SID_1234567890	18/09/2016	₹ 13,00,000	₹ 13,00,000
<input type="checkbox"/> POID/1234567890	Binford Ltd. VID_1234567890	Barnala, Punjab SID_1234567890	15/08/2017	₹ 13,00,000	₹ 13,00,000
<input type="checkbox"/> POID/1234567890	Biffco Enterprises Ltd. Sub	Mamit, Mizoram SID_1234567890	07/05/2016	₹ 13,00,000	₹ 13,00,000
<input type="checkbox"/> POID/1234567890	Biffco Enterprises Ltd. VID_1234567890	Champhai, Mizoram SID_1234567890	28/10/2012	₹ 13,00,000	₹ 13,00,000
<input type="checkbox"/> POID/1234567890	Barone LLC. VID_1234567890	Tarn Taran, Punjab SID_1234567890	16/08/2013	₹ 13,00,000	₹ 13,00,000
<input type="checkbox"/> POID/1234567890	Big Kahuna Burger Ltd. VID_1234567890	Balasure, Orissa SID_1234567890	28/10/2012	₹ 13,00,000	₹ 13,00,000
<input type="checkbox"/> POID/1234567890	Acme Co. VID_1234567890	Ganjam, Orissa SID_1234567890	15/08/2017	₹ 13,00,000	₹ 13,00,000
<input type="checkbox"/> POID/1234567890	Abstergo Ltd. VID_1234567890	Mokokchung, Nagaland SID_1234567890	16/08/2013	₹ 13,00,000	₹ 13,00,000
<input type="checkbox"/> POID/1234567890	Big Kahuna Burger Ltd. VID_1234567890	Mokokchung, Nagaland SID_1234567890	12/06/2020	₹ 13,00,000	₹ 13,00,000

Figure 48: Purchase Order Bulk Shortclose Selection

5.3.5 Purchase Order Partial Short close

User can select desired line items and even mention their quantities which have to be short closed and then partially short closed.

#	Line Item Name	Cost Center	HSN/SAC	UoM	Type	Rate	Qty	Amount (without GST)	GST (Rate)	GST (Amount)	Amount (with GST)
<input checked="" type="checkbox"/>	1 Business Cards and... LID_1234567890	Cooks	12345678	kg	Rate	₹ 1,000	1,200	₹ 12,000	Type 1 10% CGST	₹ 1,200	₹ 13,200
<input checked="" type="checkbox"/>	2 Access Control Syste... LID_1234567890	Procurement	12345678	kg	Blanket	₹ 1,00,000	N/A	₹ 1,200	Type 2 10% IGST	₹ 1,000	₹ 13,200
<input type="checkbox"/>	3 Warehouse Racking... LID_1234567890	Management	12345678	kg	Regular	₹ 2,000	10	₹ 38,000	Type 3 12% CGST	₹ 4,620	₹ 13,200
<input type="checkbox"/>	4 Medical Equipment... LID_1234567890	IT	12345678	kg	Slab	N/A	200	₹ 15,000	Type 4 18% CGST	₹ 2,700	₹ 17,700
						N/A	0-200	₹ 10,000			
						N/A	200-400	₹ 5,000			
								Shortclose Amount = ₹ 38,000 + ₹ 4,620 = ₹ 42,620			

Figure 49: Purchase Order Partial Short closing, selecting line items and adding their quantities

5.3.6 Purchase Order Fully Short close Dialog Box

User can short close an entire PO at a time and the following dialog box will open up.

Fully Shortclose PO

Are you sure you want to Shortclose "POID_123456789000"?
Total remaining balance of ₹4,00,000 will be added to SOW.

This action can not be reversed in future. This will permanently shortclose the PO.

Reason for Shortclosing

Please enter the reason for Shortclosing

[Cancel](#) [Fully Shortclose PO](#)

Figure 50: Purchase Order Fully Short close Dialog Box

5.4 Purchase Order Approver's UI

5.4.1 Purchase Order Tables

All the PO have been segregated into 4 tabs, Pending, In process, Approved and All.

PO ID	Vendor Name & Code	Site Name and Site Code	Created By	Approval For	Value (Without Tax)	Current TAT	Total TAT
POID/1234567890	Big Kahuna Burger Ltd. VID_1234567890	Jaisalmer, Rajasthan SID_1234567890	Govind Bhate On 20/10/2024	Resubmission	₹ 13,00,000	1	3
POID/1234567890	Binford Ltd. VID_1234567890	Barnala, Punjab SID_1234567890	Daya Seth On 20/10/2024	Submission	₹ 13,00,000	2	4
POID/1234567890	Biffco Enterprises Ltd. Sub	Mamit, Mizoram SID_1234567890	Govind Kapadia On 20/10/2024	Disputed	₹ 13,00,000	1	3
POID/1234567890	Biffco Enterprises Ltd. VID_1234567890	Champhai, Mizoram SID_1234567890	Kusika Dalavi On 20/10/2024	Disputed	₹ 13,00,000	5	7
POID/1234567890	Barone LLC. VID_1234567890	Tarn Taran, Punjab SID_1234567890	Chanda Vad On 20/10/2024	Resubmission	₹ 13,00,000	3	5
POID/1234567890	Big Kahuna Burger Ltd. VID_1234567890	Balasore, Orissa SID_1234567890	Waazir Padhi On 20/10/2024	Submission	₹ 13,00,000	4	6
POID/1234567890	Acme Co. VID_1234567890	Ganjam, Orissa SID_1234567890	Bhima Poddar On 20/10/2024	Resubmission	₹ 13,00,000	1	3
POID/1234567890	Abstergo Ltd. VID_1234567890	Mokokchung, Nagaland SID_1234567890	Anguri Ashtekar On 20/10/2024	Submission	₹ 13,00,000	2	4
POID/1234567890	Big Kahuna Burger Ltd. VID_1234567890	Mokokchung, Nagaland SID_1234567890	Baibhav Nambisan On 20/10/2024	Submission	₹ 13,00,000	7	9

Figure 51: Purchase Order Table, Pending Tab

5.4.2 Purchase Order Detailed View

Purchase Order detailed view where the approver get an options to:

- Approve
- Reconsider
- Reject

View PO Reject Reconsider Approve

POID/12345678901234567890 SUBMITTED ₹ 2,22,32,14,000

Expected Delivery: 20/10/2023 • Service Duration: 20/10/2023-20/11/2023

Reconsidered By
Manish Mishra • On 20 Oct, 2021
 Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.

SOW Details ₹ 4,44,64,28,000 **Vendor Details**

Big Kahuna Burger Ltd.
 ID: SOWID/23424325
 25 Dec, 2022 - 25 Dec, 2023 (1 yr)
 Type Type 45 • Department 1 / Sub Dept 1

Cosmo Infracosolution is a of Vendor
 ID: V/23424325
 Gurugram Office • 090909012
 GST: AAAAA-AA-88-8888888

Line Items

#	Line Item Name	Cost Center	HSN/SAC	UoM	Type	Rate	Qty	Amount (without GST)	GST (Rate)	GST (Amount)	Amount (with GST)
1	Business Cards and... LID_1234567890	Cooks	12345678	kg	Rate	₹ 1,000	12	₹ 12,000	Type 1 10% CGST	₹ 1,200	₹ 13,200
Remarks : Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.											
2	Access Control Syste... LID_1234567890	Procurement	12345678	kg	Blanket	₹ 1,00,000	1	₹ 10,000	Type 2 10% IGST	₹ 1,000	₹ 13,200
Remarks : Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.											
3	Warehouse Racking... LID_1234567890	Management	12345678	kg	Regular	₹ 2,000	19	₹ 38,000	Type 3 12% CGST	₹ 4,620	₹ 13,200
Remarks : Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.											
4	Medical Equipment... LID_1234567890	IT	12345678	kg	Slab	N/A	300	₹ 15,000	Type 4 18% CGST	₹ 2,700	₹ 17,700
						N/A	₹ 10,000	0-200	Type 4 18% CGST	₹ 2,700	₹ 17,700
						N/A	200-400	₹ 5,000	Type 4 18% CGST	₹ 2,700	₹ 17,700
Remarks : Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.											
Total Amount =								₹ 38,000	+	₹ 4,620	= ₹ 42,620

Figure 52: View Purchase Order, Submitted View

5.4.3 Approval Dialog Box

The following dialog box opens and comes with a default approval message which can be edited.

Approve PO

Are you sure you want to approve "PO/12345678"?

Approval Note

This PO has been Approved.

Cancel Approve PO

Figure 53: Approval Dialog Box

5.4.4 Reconsider Dialog Box

The following dialog box opens and which asks to whom do you want to reconsider along with your reason for reconsideration. You also get an option to not start the Approval process rather directly redirect it to you after changes.

Reconsider PO

Are you sure you want to reject "PO/12345678"?

Reconsider 2

Contract Creator

Reason for Reconsideration

Please enter the reason for Reconsidering the PO.

Restart the Approval Process

After resubmission the Contract will directly move to my stage

Cancel Reconsider PO

Figure 54: Reconsider Dialog Box

5.2.5 Approval Dialog Box

The following

Reject SOW

Are you sure you want to reject "PO/12345678"?

Reason for Rejecting

Please enter the reason for Rejecting the PO.

Cancel Reject PO

Figure 55: Approval Dialog Box

5.2.6 Comparison view between versions.

When there are some modifications done in a Purchase Order and it is sent for Approval, the approver gets a comparison view where he can compare the modifications with the past versions, helping him the approval cycle.

MND. VR Vivek Rawat Manager

View Rejected Changes Reject Reconsider Approve

PO_12345678901234567890/V4 View all Attributes

Modified By: **Manish Mishra** • On 20 Oct, 2021
Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.

	Existing PO	Modified PO
Sub Department	Sub Department 1	Sub Department 1
Payment Terms	25 Days	25 Days

4 Line Items Search

1 • Line Item Name 1 • ID: SOWID/23424325

	Existing PO	Rejected Changes
Value Type	Regular	Regular
Remarks	Amet Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.	Amet Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.

2 • Line Item Name 1 • ID: SOWID/23424325

	Existing PO	Rejected Changes
Value Type	Regular	Regular
Remarks	Amet Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.	Amet Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.

1 • Line Item Name 1 • ID: SOWID/23424325 NEW

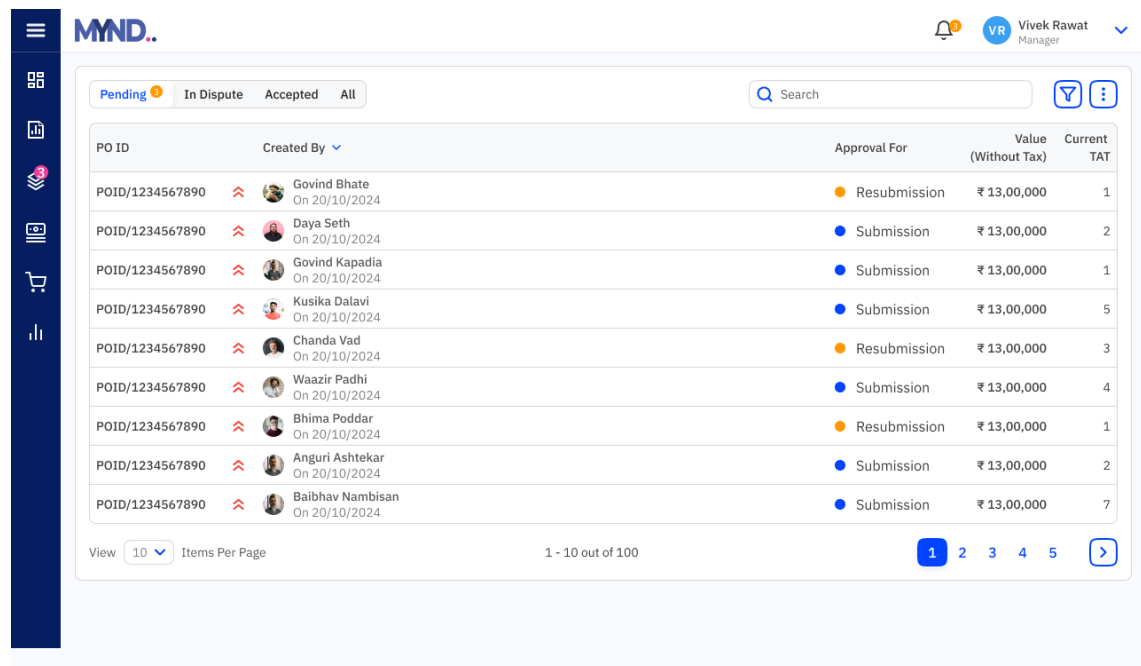
	Existing PO	Rejected Changes
Group	-	Group 1/ ID1234567890
Cost Centre	-	Amet minim mollit
HSN	-	12345678
UoM	-	kg
Value Type	-	Regular
Rate	-	₹ 12,349
Quantity	-	100
Amount (without GST)	-	₹ 1,10,000
GST	-	₹ 100
Amount (with GST)	-	₹ 1,10,100
Remarks	-	Amet Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.

Figure 56: Comparison view of modifies changes

5.5 Vendor's UI

5.5.1 Purchase Order Tables

All the PO have been segregated into 4 tabs, Pending, In dispute, Accepted and All.



The screenshot shows the MND Vendor's UI interface. At the top, there is a navigation bar with the MND logo, a user profile for Vivek Rawat (Manager), and a search bar. Below the navigation bar, there are four tabs: Pending (selected), In Dispute, Accepted, and All. The main content area displays a table of Purchase Orders (POs) in the Pending tab. The table has the following columns: PO ID, Created By, Approval For, Value (Without Tax), and Current TAT. There are 10 rows of data, each representing a PO with a value of ₹ 13,00,000. The approval status for each PO is either Resubmission or Submission. The current TAT (Turnaround Time) varies from 1 to 7 days. At the bottom of the table, there is a pagination control showing 'View 10 Items Per Page' and '1 - 10 out of 100' items, with a page number selector set to 1.

PO ID	Created By	Approval For	Value (Without Tax)	Current TAT
POID/1234567890	Govind Bhate On 20/10/2024	Resubmission	₹ 13,00,000	1
POID/1234567890	Daya Seth On 20/10/2024	Submission	₹ 13,00,000	2
POID/1234567890	Govind Kapadia On 20/10/2024	Submission	₹ 13,00,000	1
POID/1234567890	Kusika Dalavi On 20/10/2024	Submission	₹ 13,00,000	5
POID/1234567890	Chanda Vad On 20/10/2024	Resubmission	₹ 13,00,000	3
POID/1234567890	Wazir Padhi On 20/10/2024	Submission	₹ 13,00,000	4
POID/1234567890	Bhima Poddar On 20/10/2024	Resubmission	₹ 13,00,000	1
POID/1234567890	Anguri Ashtekar On 20/10/2024	Submission	₹ 13,00,000	2
POID/1234567890	Baibhav Nambisan On 20/10/2024	Submission	₹ 13,00,000	7

Figure 57 Purchase Order Table, Pending Tab

5.5.2 Purchase Order Detailed View

Purchase Order detailed view where the approver get an options to:

- Accept
- Raise Dispute

MND. VR Vivek Rawat Manager

View PO Raise Dispute Accept

POID/12345678901234567890 SUBMITTED ₹ 2,22,32,14,000

Expected Delivery: 20/10/2023 Service Duration: 20/10/2023-20/11/2023

Contract Details **SOW Details** ₹ 4,44,64,28,000

Contract Name ₹ 4,44,64,28,000 **Big Kahuna Burger Ltd.**

ID: V/23424325 ID: SOWID/23424325

25 Dec, 2022 - 25 Dec, 2023 (1 yr) 25 Dec, 2022 - 25 Dec, 2023 (1 yr)

Legal Entity: HRX - 3 SOW Type **Type 45 - Department 1 / Sub Dept 1**

Line Items Search

#	Line Item Name	Cost Center	HSN/SAC	UoM	Type	Rate	Qty	Amount (without GST)	GST (Rate)	GST (Amount)	Amount (with GST)
1	Business Cards and... LID_1234567890	Cooks	12345678	kg	Rate	₹ 1,000	12	₹ 12,000	Type 1 10% CGST	₹ 1,200	₹ 13,200
Remarks : Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.											
2	Access Control Syste... LID_1234567890	Procurement	12345678	kg	Blanket	₹ 1,00,000	1	₹ 10,000	Type 2 10% IGST	₹ 1,000	₹ 13,200
Remarks : Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.											
3	Warehouse Racking... LID_1234567890	Management	12345678	kg	Regular	₹ 2,000	19	₹ 38,000	Type 3 12% CGST	₹ 4,620	₹ 13,200
Remarks : Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.											
4	Medical Equipment... LID_1234567890	IT	12345678	kg	Slab	N/A	300	₹ 15,000	Type 4 18% CGST	₹ 2,700	₹ 17,700
						N/A	₹ 10,000	0-200	Type 4 18% CGST	₹ 2,700	₹ 17,700
						N/A	200-400	₹ 5,000	Type 4 18% CGST	₹ 2,700	₹ 17,700
Remarks : Amet minim mollit non deserunt ullamco est sit aliqua dolor do amet sint. Velit officia consequat duis enim velit mollit.											
Total Amount =								₹ 38,000	+	₹ 4,620	= ₹ 42,620

Figure 58: View Purchase Order, Submitted View

5.4.3 Acceptance Dialog Box

The following dialog box opens and comes with a default acceptance message which can be edited.

Accept PO

Are you sure you want to accept "PO/12345678"?

Acceptance Note

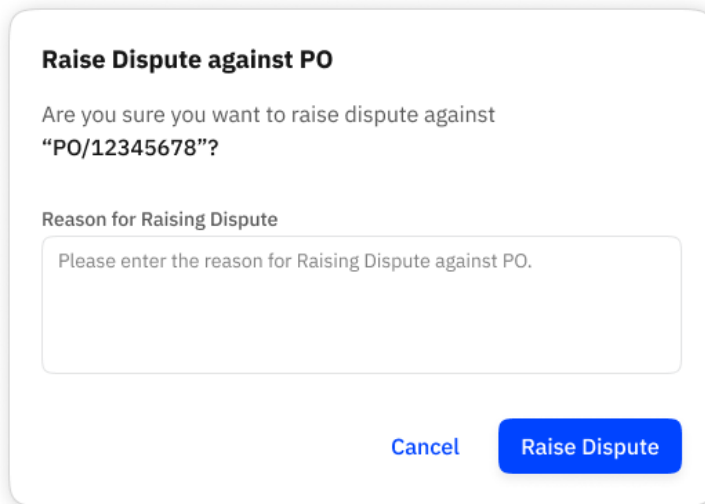
This PO has been Accepted.

Cancel
Accept PO

Figure 59: Acceptance Dialog Box

5.5.4 Dispute Dialog Box Dialog Box

The following dialog box opens and which asks to enter the reason for dispute.



Raise Dispute against PO

Are you sure you want to raise dispute against
"PO/12345678"?

Reason for Raising Dispute

Please enter the reason for Raising Dispute against PO.

Cancel **Raise Dispute**

Figure 60: Dispute Dialog Box

5.6 Dashboards

5.6.1 Contract Creator Dashboard

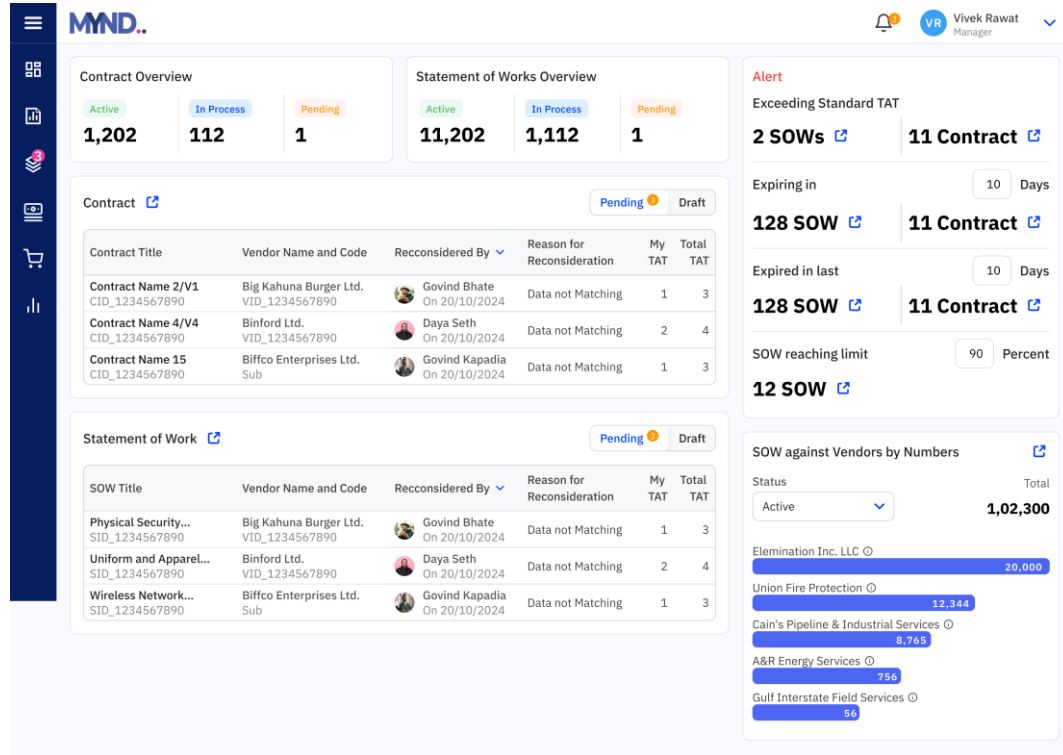


Figure 61: Dashboard Contract creator

5.6.2 Contract Approver dashboard

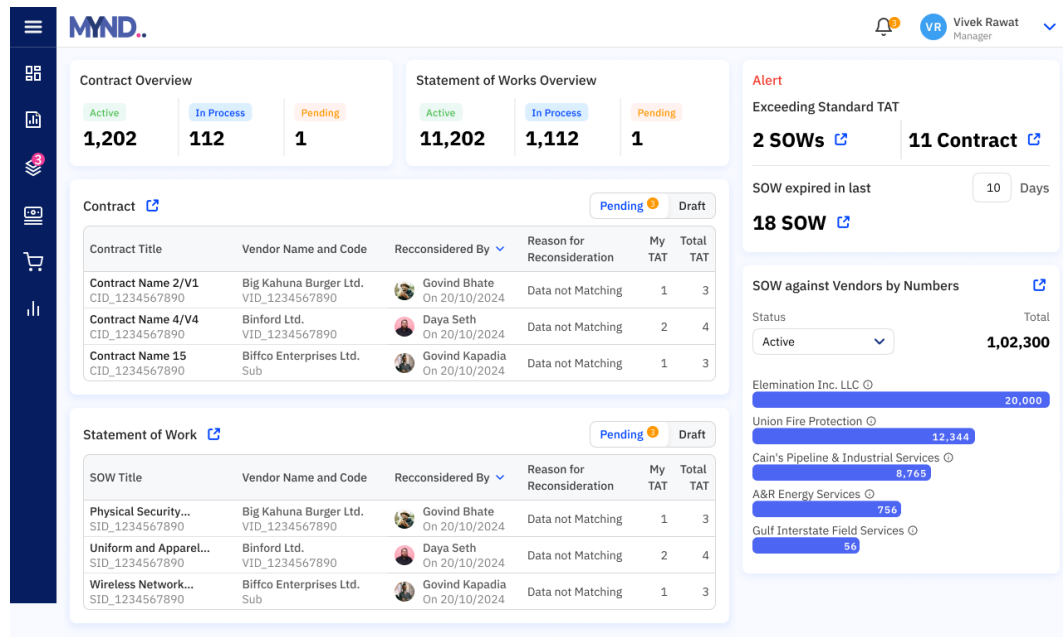


Figure 62: Dashboard Contract approver

5.6.3 PO Creator Dashboard

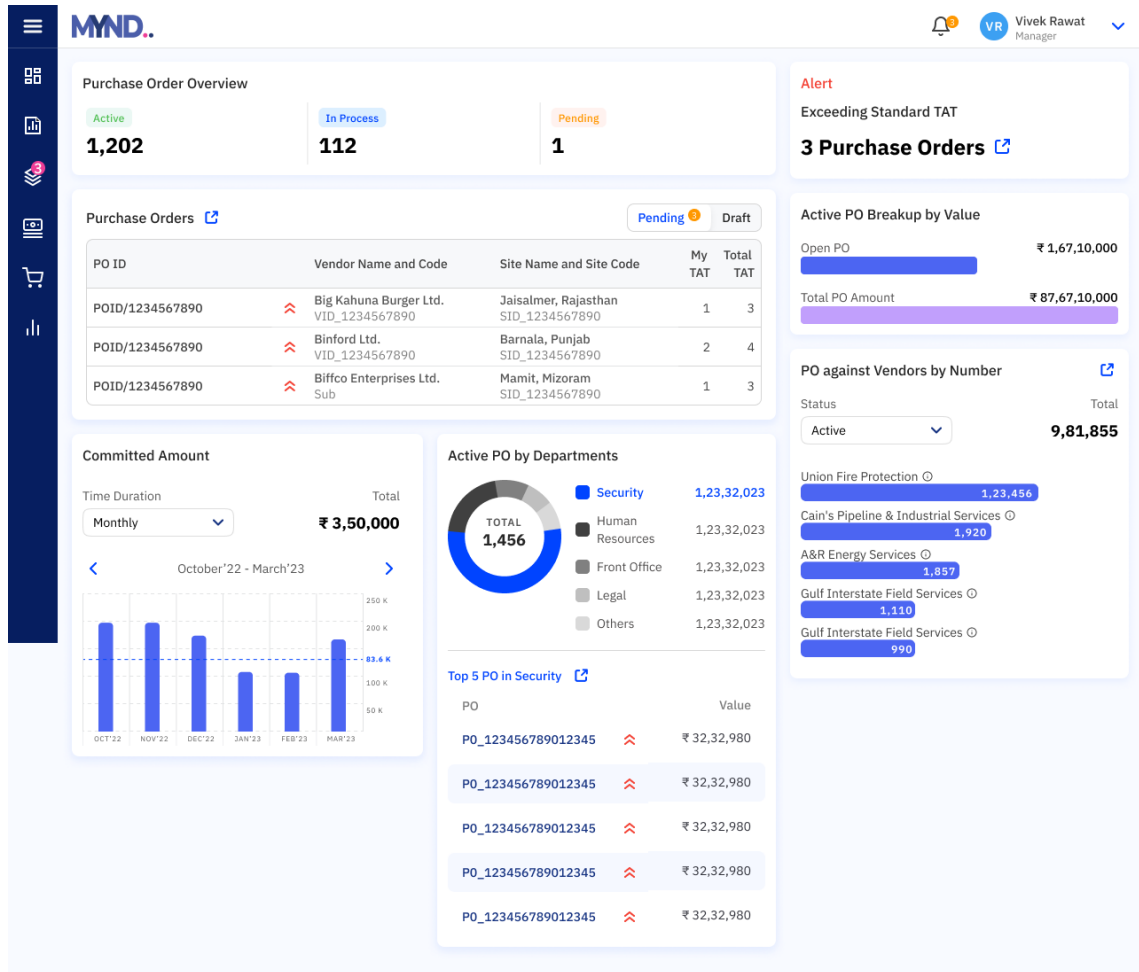


Figure 63: Dashboard PO Creator

5.6.4 PO Approver Dashboard

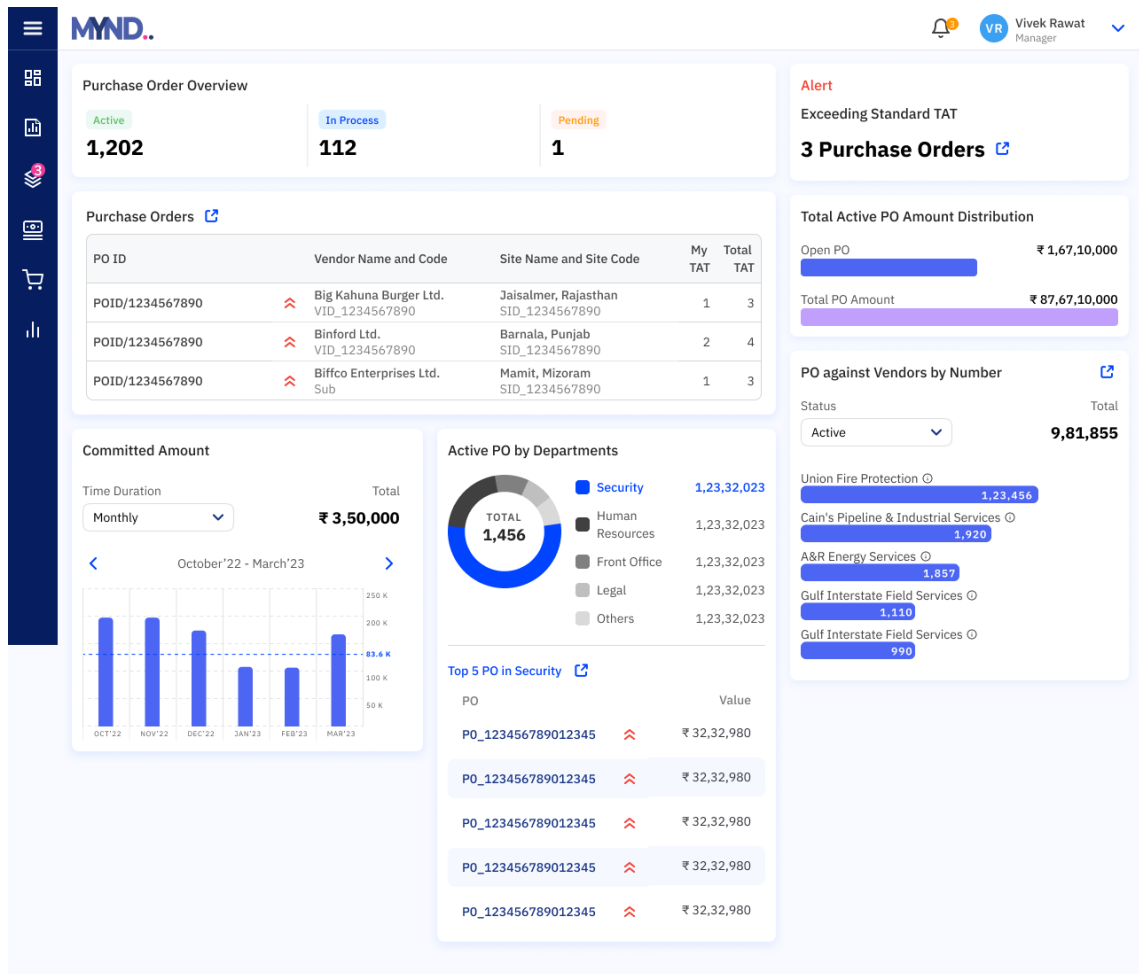


Figure 64: PO Approver Dashboard

5.6.5 Vendor Dashboard

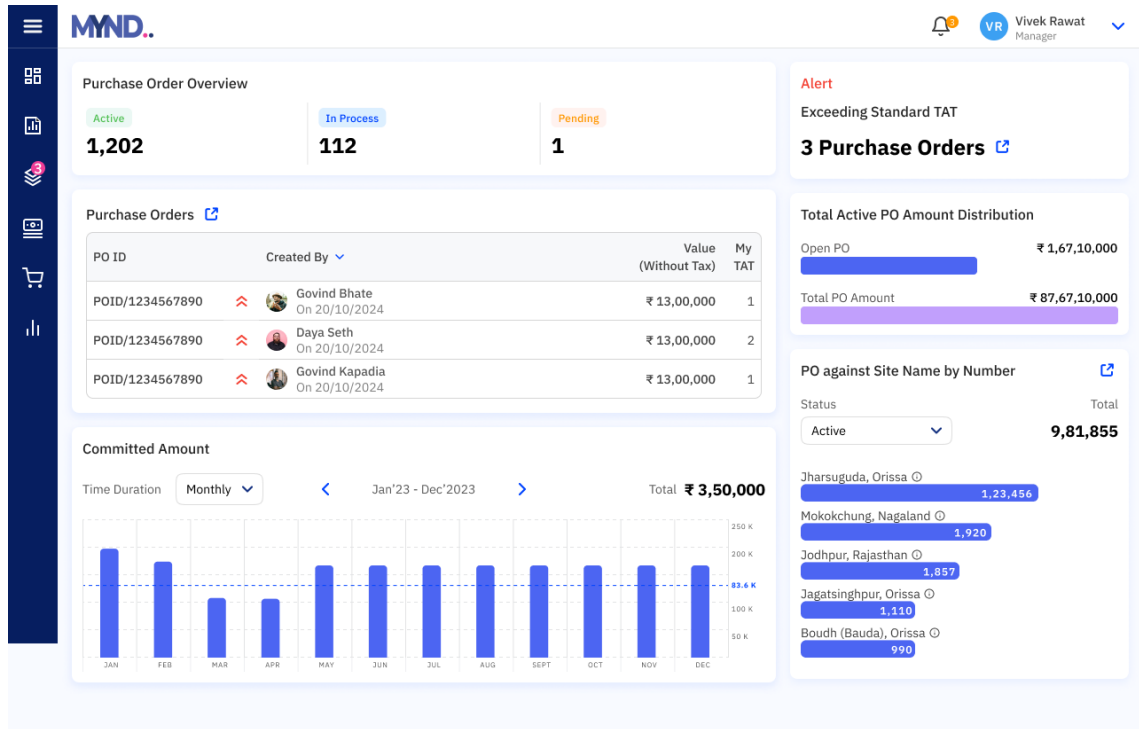


Figure 65: Vendor Dashboard

Chapter 6

CONCLUSIONS AND FUTURE SCOPE

6.1 Conclusion

In conclusion, the contract to purchase order management software product design and UI design is a step towards improving business efficiency and customer satisfaction. It helps in businesses can streamline their order management process, reduce errors, and provide a seamless experience to their customers.

Entering into the B2B domain was a challenging experience for me. The complexities of contracts, statements of work (SOWs), and purchase order (POs) were overwhelming at first, but with the right guidance and knowledge, navigation through them was effective.

It was exciting to understand the dependencies and intricacies of these documents to ensure the success of any business deal.

Contracts, SOWs, and POs are all interdependent and have a significant impact on each other. A contract is a legally binding agreement between two or more parties, outlining the terms and conditions of the business deal. SOWs provide specific details on the scope of work to be done, while POs are issued to confirm the purchase of goods or services from a vendor.

Designing the user interface (UI) for order management software in the B2B domain was equally challenging. The UI must accommodate a vast amount of information on a single screen without appearing cluttered. The UI should be designed in a way that allows users to quickly and efficiently navigate through the system to manage orders and track shipments.

6.2 Future Scopes

For now this software works in integration of other SAP softwares, which help in inventory management, vendor on boarding, billing etc.

In future these domains can be integrated with Contract to Purchase Order to make it one massive software which can be used without any alliances.

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