

# SAP Implementation At Municipal Corporation Greater Mumbai

SAP R3

**Online Vendor Registration** 

Version1.1







After Vendor code creation, Vendor can make changes in vendor code application form through portal's link 'for change in vendor'

After making changes in vendor details, vendor needs to upload some additional required documents.

Vendor need to pay charges/fees through online payment gateway based on different changes criteria.

After payment done, Vendor code will assign to MCGM for approval process.

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In Approval process, vendor code will approve and mail sends to vendor's registered email id



# **Online Vendor Registration Form**

#### Case 1: For Vendor Registration with Annexure

Open MCGM Portal to submit Vendor registration form Path - ONLINE SERVICES  $\rightarrow$  Online Vendor Registration  $\rightarrow$  First page for vendor transaction



Click on first page for vendor transaction creation

राजरां दुंगे       Online vendor Registration         बुंबई आजवेयती आणि नजवांथे       Instructions         मारतमां कर मंग       Online service for vendor registration       Instructions         जवात कर मंग       FAQ       Manual for creation of new vendor         हिवेदा आग अतत्वाइन सेवा       Ease of Dong Business Circulars/ Notifications       Application	ओनलाइन सेवा > Online Vendor Reai	stration	
मृत्युं के आरमे स्वा स्व जवत वर्ष स्वा जवत वर्ष स्वा तरिंदा आणि प्रवसरणे दुष्कां व आरमेपाना ओनसाइन सेवा Ease of Dong Business Circulars/ अपिक ,	जलद दुवे		
सारमता कर (तरीत)         Online service for vendor registration         Instructions           जकार कर मरा         FAQ         Instructions           कारेवर आगे अवसरणे         FAQ         Annexure           कारेवर आगे अवसरणे         Creation of new vendor         Application           इकार के उमरप्रापाला अकताहन सेवा         Annexure and Upload Annexure         Annexure           whitedions         Annexure and Upload Annexure         Change in application	मुंबई आकडेवारी आणि नकाशे	0	nline Vendor Registration
जस देयके मंग जसात रह मंग भरते विरेध आण अवरणे दुकाने व आस्थापना अंतताइन सेवा Ease of Doing Business Circulars/ Notifications 	मालमत्ता कर (नवीन)		
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Online Vendor Registration form will display as below. Enter all mandatory details

Click on submit button.



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If duplicate Pan Card number entered then warning message will show

Click on ok button.

After clicking on submit button, Vendor registration form is submitted.

a. It will show acknowledgement.

b. Vendor Transaction number and link for annexure (partner / Director/ Trustee etc. details) will send to vendor registered email ID

(Vendor can fill Annexure details from Link provided in mail or from below Annexure button.)

Ivertisement of Constitution of Town Vending C	ommittee   MUNICIPAL	CORPORATION C	F GREATER M	UMBAI PAN NO: A4	ALM0042L and	GST NO :27AAA	LM0042L3Z4.		
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Mail format will display below and Email consists of Vendor Transaction Number.

This vendor transaction number is valid for 30 days only and it is advised to the vendor to make payment on or before 20 days, so MCGM can process the online vendor registration application within 30 days.

ABM	Find :	Include shared in Email Messages V Search
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Trash □ Spam ► Searches ed ▼ Tags 65	Dear citizen, Your application has been successfully submitted against Vendor transction No : 5000000192 Please save this vendor transaction number for future references. The vendor Transaction number is valid for 30 days only. The vendor has to repay if the validity of the transaction II It is advised to the vendor to make the payment on or before 20 days, so MCGM can process the online vendor regist The next step to process the online vendor registration is the vendor has to click on the Annexure link Fill data and u <u>Please click on Annexure</u> NOTE: THIS IS ELECTRONICALLY GENERATED MAIL, PLEASE DO NOT REPLY ON THIS EMAIL.	Vendor will receive Vendor transaction number through mail on mentioned valid email id D is expired. ration application within 30 days upload throgh same link. For fill Annexure data, Vendor can click on this link also
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Once click on Annexure link, Enter Vendor Transaction Number and Pan card number

	Annexture for Vend	or Registration.
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fendor Transaction ID. *	500000192	Enter Transaction number which received from
AN Card of Company *	AXLPP9786E	email ID mail
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Page 8 of 78

Click on search button.

Enter number of Partner/Director/Trustee Etc which vendors want to submit details (suppose vendor wants to submit 2 partner details so enter 2) and click on Enter Names. Fill Annexure data.

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Application For On	ine Vendor Transction - Annexure	organization
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No. of Partner/Director/Trustee *	2 Enter names	
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Enter all mandatory partner details.

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Click on Submit button.

Partner details submit. Take print out of Annexture. sign and stamp then upload the annexture through below button.

Annex	ure	Form			
- F			Annexure "A" (Personal Details)	Î	
	1	Name of Proprietor/Partner/Director /Trustee/Office Bearer,(Specify):-	Mr. ankush kajaria		
	2	Position / Designation / Status :-	PROPRIETOR		
	3	Residential Address :-	501, ashikana, u.p road, grant rd, mumbai, 400587,	09, IN	
	4	Address Proof :-	RENT RECEIPT		
	5	Pan Card Number:-	AUHPR4241F		
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Uploaded annexure documents will display as follows.



After uploading annexure, proceed to Payment process. Click button 'proceed to payment'

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Enter vendor transaction number and click on continue button for online payment collection.

Click on continue button.

It will show warning message as 'once making payment vendor cannot do any changes in vendor form.' Click on ok button.

Sapqa re.mcgm.gov.in:6005/sap(601	lbiZjPTkwMA==)/bc/bsp/sap/ZMCGM_LIC_ONL1/vendor.htm?sap-params=Z3ZfYW1vdW50PTEwMCUyZTAv	wJTIwJmd2X2xpZm5yPTUwMDAwMDAxMTc
	sapqa16.mcgm.govin:8005 says After making payment you will not be able to make any changes to Vendor	
j for sapqa16.mcgm.gov.in		

Vendor registration fee is Rs. 100/- rupees.

Note-Online vendor registration fee is non Refundable.



# Click on payment button.

	बृहन्मुंबई महानगरपालिक Municipal Corporation of Greater	T Mumbai	
	Online Payment Collection		
	Fee Details		
Descriptions Vendor Registration Fees		Rs. 100.00	
Your Total Payable Fees is Rs. 100.00 Note : Click on Payment butt	on for Online Payment		
	Back Payment	Click o	n payment

It will redirect to payment site. Click on ok button

Click "OK" to confirm or click "CANCEL" to Exit online payment.	sapqa16.mcgm.gov.in:8005 s You are proceeding to payment of	ays gateway for online payment.	
	Click "OK" to confirm or click "C4	ANCEL" to Exit online payment.	

#### Click on I/We agree. Click on pay button



Vendor can payment through credit card, debit card, internet banking by filling all necessary details and click on make payment button.

	BillDesk - All Your Payments. Single Location - Google Chrome	- 🗆 X
Secure   https://pgi.billdesk.com/pgidsk/ProcessPayment;jsess	ionid=0000VvyaKnJyXwmYII6s0Y0rGcE:1a7ou2ofa?wpage=rbYu5228Hke1j2Vh	nRSIs5Y36 or
Department of Electronics and Ministry of Communications a Government of India	Information Technology nd Information Technology Information Technology Detry, Government of India Initiative	राष्ट्रीय इ-गवनेंस योजना National e-Governance Plan Public services closer home
Credit Card > Credit Card Debit Card Debit Card + ATM PIN Cn Internet Banking	Pay by Credit Card Pay by AmEx ezeClick       VISA     Image: Card Number       5082-5013-0000-7451     Image: CVV/CVC       Expiration Date     CVV/CVC       12 (Dar)     2023     Image: Card Number	Merchant Name MCGM - Other Licenses - Web Integration Payment Amount: ₹2.00
	Card Holder Name Hrashali	
	Make Payment Cancel	
		▼ ● ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■

Once click on payment button OTP will send to registered mobile number.

Enter received OTP number and click on submit button.



Billdesk Payment Gateway - Google Chrome	- 🗆 ×
Secure   https://www.billdesk.com/pgidsk/ProcessPayment?wpage=2qFwNYMhKEyP5n2b8P8I63JH	
<image/>	

Once payment successfully done then payment receipt will generate here and also payment receipt send to vendor's registered email id.

D Official Portal of Munic	cipal Corporation of Greater Mumbai - Google Chrome	- 🗆 🗙
③ sapqa16.mcgm.gov.in:8005/SAP(bD1lbiZjPTkwMA==)/BC/BSP/SAP/zmcgm_lic_onl1/billd	lesk_reply.htm	
ncgm.gov.in		
	Towns offer Details	
A		
Amount Revenant ID		
Payment Status	Successful	
Click on Continue button and For Payment confirmation .	wait for some time	
Important Note If the amount is deducted from your bank account and status Please try for "Repayment" option with same application numl "Online payment to mcgm" (www.mcgm.gov.in -> Online serv System will retry and update the payment status resulting in re Please note the Transaction ID displayed here. In case of any problem please write-in to payment@mcgm.gov.in with the sub Click on the "Continue" button to dose the window and continue with your ap	received is "Unsuccessful". ber on same date under rices -> Online payment to MCGM ). equired receipt and certificate generation. oject line : Online Payment Problems. plication.	
Payment Receipt		î
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Payment receipt shows vendor, bank related details.

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			MUNIC	PAL CORPORATION VENDOR REGIS RECEIP	OF GREATER MUN TRATION T	IBAI Page 2 of 2
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#### Payment receipt in mail format.

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After payment, Vendor is assigned to MCGM for approval process.

## For MCGM Approval process,

If MCGM reject the application then vendor will receive Rejection mail to vendor's registered email id.

- a. All rejection points mentioned in this mail
- b. Vendor can change form through 'please click here for change form' link

Rejection mail format will display as below-

ABM	Find :	Include shared in Email Messages 🔻 Si
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Searches edit Tags edit	1 Name of Company mention in application does not match with uploaded papers 2 Company registration certificate not attached 3 Type of company not assigned correctly 4 Address mention in application does not match with upload papers 5 Others (i.e not included in above)	Points for Application form rejected
	Test Please click here for Change form NOTE: THIS IS ELECTRONICALLY GENERATED MAIL, PLEASE DO NOT REPLY ON THIS EMAIL.	Vendor will make changes through here
	Back to Inbox Delete Move toMove ActionsGo Ggspam	

Page 18 of 78

For change form, vendor can click on change form link

Vendor enters transaction number and pan card number and click on search button for change form.

Change form display and vendor can make necessary changes as per rejection list

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Name of the Vendor *			Company 🔻	Yash Infrasture			
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Kindly upload all docu	ments in PDF format only						
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Area 1 *	B. P. Road			Area 2			
City *	MUMBAI			Pin Code *	400092		
Country *	select			State *	•		16:38

Vendor need to attached all documents.

After all necessary changes and all documents attached then click on continue button

City *	MUMBAI	Pin Code *	400092					
Country *	select •	State *						
Telephone (Off.)	09776464664	Mobile Number*	9585858585					
E-Mail Address *	harshali.palkar@	Address proof* Choose File scan copy1.pdf						
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SRM user ID and pass	word link required for E- Tendering purpose *	Yes 🖲 No 🔘						



If vendor wants to add any new partner or change any existing partner or delete any existing partner then vendor can click on Add Partner/Change partner/Delete partner button.



Suppose Vendor wants to add partner then vendor can click here

#### For Add Annexure

Enter vendor transaction number and pan card number. Click on add partner and click on annexure button.



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Suggested Guidelines for Prevention of Leptospirosis Eco Friendly Ganesha Aaple Sarkar	Add partner	Search Annexture		

Enter number of partner for add partner and fill partner details.

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Enter partner details



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Fill mandatory data and click on submit button.

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Once partner submission, acknowledgement received for Annexure updated successfully.



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#### For Change Annexure

Suppose vendor wants to change existing vendor then



Enter transaction number and pan card number. Select Change partner option and click on Annexure button

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Suppose vendor changes in middle name



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After change form submission, form will send to MCGM for Approval process.

Change form for approval process



MCGM will verify this form and if all details are proper then accept this application

Vendor transaction number is approved then Vendor code generate and vendor code generation mail send to vendor's registered email id.

Vendor code mail format will display

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If SRM creation link is selected then SRM link creation mail sends to Vendor's registered email id. Mail format display below for SRM link creation



#### For change in vendor code

After vendor Code creation suppose vendor wants to change any data then vendor can go through here-



Enter vendor code which is created against vendor transaction number.

Vendor can select yes/no option depend on if he/she wants to change type of organization and click on search button.

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For changing form, OTP will send to vendor's registered email id



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Vendor application form will open for changes.



Suppose venuor eult name or venuor and street line in address
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# Change in street address

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LTMG Hospital						
KEM Hospital						

## Click on continue.

For changes vendor need to attached some additional documents eg legal noc, address proof etc (New attached documents will change depend on 'which data need to modify')

Click on upload documents.



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Recruitment			
Tenders & Quotations	Fields Marked with * are Mandatory Fields		
Shops and Establishment Online	-		
services	Kindly upload all documents in PDF format only		
Ease of Doing Business Circulars/ Notifications	Maximum allowed size to upload 20 MB per attachment		
more »	Legal NOC to be attached *	Choose	File scan copy1.pdf
Related Links	Address proof *	Choose I	ile scan copy1.pdt
Suggested Guidelines for Prevention of Leptospirosis			
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Disaster Management			
BYL Nair Hospital			
LTMG Hospital			
KEM Hospital			
more »			
Great Governance with Your Partnership mygov nic.in			
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New attached documents can view/remove. Once done click on continue button

ONLINE SERVICES > Online vendor	Registration > For change in ven	endor Search page for changing			1
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Disaster Management		Continue			
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LTMG Hospital					
KEM Hospital					
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Great Governance with Your Partnership mygov.nic.in					
My Gov - Feedback of Parking Policy					

After changed done, vendor receive acknowledgement for vendor code application changes has been submitted successfully.



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LTMG Hospital		
KEM Hospital		
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Great Governance with Your Partnership mygov.nc.in		
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Mail format for changes in vendor code application.

After changes done, Vendor need to pay fee. Click on 'Please click here for pay'

- For change in vendor Se	× SZ Zimbra: Change in Vendo × M Inbox (1,960) - harshu.pa ×	± _ □ ×
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▼ Folders <u>edit</u>	From : ANONYMOUS <anonymous@mcgm gov.in=""> Subject : Change in Vendor Code 0000012723 To : harshali palkar <harshali palkar@abmindia.com=""></harshali></anonymous@mcgm>	Tue, Jul 17, 2018 06:21 PM
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<ul> <li>(a)</li> <li>(b)</li> <li>(c)</li> /ul>		● ● ● ● ● ● ● ● ● ● ● 18:37 17-07-2018

This fee id different for different cases:-If address change and vendor name change then **1000/-** rs pay Enter vendor code for pay charges **Note-Online vendor registration change fee is non Refundable.** 



	बृहन्मुंबई महानगरपालिका Municipal Corporation of Greater Mur	mbai	
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Click on continue

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	After making payment you will not be able to make any changes to Vendor	
	ок	
Waiting for sapqa16.mcgm.gov.in		
		18:28

Vendor need to pay 1000/- rs for changes in vendor name and address.



T	बृहन्मुंबई महानगरपारि Municipal Corporation of Grea	त्तेका ater Mumbai	
	Online Payment Collection		
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It will redirect to payment site

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→ X ③ sapqa16.mcgm.gov.in:8005/sap(bD11biZjPTkwN	AA==)/bc/bsp/sap/ZMCGM_LIC_ONL1/vendor.htm?sap-params=Z3ZfYW1vdW50PTEwMDA	NMjAmZ3ZfbGImbnI9MDAwMDAxMjcyMyZ2X2N5Y 🛧
	sapqa16.mcgm.gov.in:8005 says You are proceeding to payment gateway for online payment. Click "OK" to confirm or click "CANCEL" to Exit online payment.	


Once successful payment done, Payment receipt generate

D Official Portal of Mo	unicipal Corporation of Greater Mumbai - Google	Chrome	- 🗆 X
① sapqa16.mcgm.gov.in:8005/SAP(bD11biZjPTkwMA==)/BC/BSP/SAP/zmcgm_lic_on11/b	billdesk_reply.htm		
Please try for "Repayment" option with same application in "Online payment to mcgm" (www.mcgm.gov.in -> Online s System will refty and update the payment status resulting i Please note the Transaction ID displayed here. In case of any problem please writein in to payment@mcgm.gov.in with the Click on the "Continue" button to close the window and continue with you Payment Receipt	arrecented to organize the second of the sec		
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Receipt show bank details

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#### Vendor receive payment receipt through mail on registered email id 🖅 For change in vendor Sea 🗙 🛛 🛛 Z Zimbra: Reciept 💦 🗙 🦳 M Inbox (1,960) - harshu.pa 🗙 💭 ← → C ① mail.abmindia.com/h/search?si=0&so=0&sc=42008&sfi=2&st=message&id=11170&action=view ☆ : Find : Include shared in Email Me ssages 🔻 Search 🖂 Mail 👃 Address Book 🛛 🗮 Calendar 🛛 Tasks 🔅 Preferences 🔤 Compose Help Log Out harshali,palkar@abmindia.com 🛛 Back to Inbox 🎗 Delete Move to... 🔻 Move Actions 🔻 Go 🏹 Spam (n 1 📫 eo+.91 Mi ▼ Folders edit From : MCGM «no-reply@mcgm.gov.in» Tue, Jul 17, 2018 06:32 PM Subject : Reciept To : harshali palkar <harshali palkar@abmindia.com> Linbox (548) @1 attachm Sent Sent Drafts (77) 😒 Reply 🛃 Reply All 😒 Forward 🖶 Print 6 🐻 Junk (1) Dear Sir/Madam, Trash Please find attached receipt. Your application has been forwarded for verification and further necessary action. You will be inform accordingly. Spam Searches edit Kindly note that the vendor Transaction number is valid for 30 day from the date of generation of Transaction No. The vendor has to repay and resubmit if the validity of the transaction No. is expired. ▼ Tags edit NOTE: THIS IS ELECTRONICALLY GENERATED MAIL, PLEASE DO NOT REPLY ON THIS EMAIL. Reciept.PDF Back to Inbox XDelete Move to... Move Actions Go Spam (n 1 📫 📀 🖸 🥥 🖽 🖉 💋 😸 🔺 💺 🛱 🐠 18:38 17-07-20 e

#### **Approval process**

Once successful payment done, it will go for MCGM approval MCGM user login for approval process. Vendor code will open for approval process After approved, Mail received to vendor registered email id

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Spam	Your vendor code changes has been approved	
Searches eon		

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Case 2- For 5000/- rs for change form

Enter new vendor for another type of organization



#### Enter vendor details

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Property Tax (New)	Municipal Corporation of Greater Mumbai	
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Page 40 of 78

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BYL Nair Hospital	purpose *	endering	Yes 🖲 No	0				
LTMG Hospital								
KEM Hospital								
more »		-	Submit					
Great Governance with Your Partnership mygovinic.in			300111	•				

Page 41 of 78

HOME ABOUT US SERVICES	ONLINE SERVICES	COUNCILIOR	TOURIST C	OMPLAINTS	TENDERS	REPORTS	CAREERS	PUBLICATION	EODB
garding plastic ban squad of Shops & Es	tablishment department.   Pa	yment gateway fo	r Water Billing Applic	ation (Aqua) is u	nder maintena	ance till further r	otice. Inconvenie	ence is regretted.   A	Advertisement o
ONLINE SERVICES > Online vendor R	tegistration > First page for v	endor transaction	creation						٩
OWER Links	Address of Branch		Va	апак мадаг, г п	ane				
Quick Links	MICR number *		54	46546464					
Mumbai Statistics & Maps									_
Property Tax (New)	IFSC number *		S	BI44544446					
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Recruitment	Work Contract tax rate	*		1% •					
Shops and Establishment Online	CDM upor ID and page	word link require	for E Tondoring						_
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Ease of Doing Business Circulars/ Notifications									
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Suggested Guidelines for Prevention of Leptospirosis									
Eco Friendly Ganesha									
Aaple Sarkar							E	rror mess	sage wil
Disaster Management							1		
BYL Nair Hospital			Enter correct	Mobile Number o	of office.			ata is wro	ongry er
LTMG Hospital						/			
KEM Hospital									
more »									
my contemport						OK			
GOV with Your Partnership									
mygov.nic.in									

If entered Pan Card number is duplicate then warning message will show

ONLINE SERVICES > Online vendor Registration > First	p. An embedded page at devqa38.mcgm.gov.in:8000 says		
Quick Links	Your PAN NO is already exist with MCGM vendor master		
Mumbai Statistics & Maps	ОК		
Property Tax (New)		•	
Pay Water Bills			
Pay Octroi			
Recruitment			
Tenders & Quotations		If the line to an and	
Shops and Establishment Online services		If duplicate pan card	
Ease of Doing Business Circulars/ Notifications		warning message	
more »			
Related Links		display	
Suggested Guidelines for Prevention of Leptospirosis			
Eco Friendly Ganesha			
Aaple Sarkar			
Disaster Management			
BYL Nair Hospital			
LTMG Hospital			
KEM Hospital			
more »			
Great Governance with Your Partnership mygou nic.in			
My Goy - Feedback of Parking Policy			

#### Click on ok button.

After click on Submit button, Vendor registration form will submit. It will show form submission acknowledgement and mail sends to Vendor's mentioned registered email id which consist of application Transaction number and link for annexure (partner details)



HOME ABOUT US SERVICES	ONLINE SERVICES	COUNCILIOR	TOURIST	COMPLAINTS	TENDERS	REPORTS	CAREERS	PUBLICATION	EODB
vertisement of Constitution of Town Vending Co	ommittee   MUNICIPAL	CORPORATION OF	GREATER M	umbai pan no: A	VALM0042L an	d GST NO :27AA	ALM0042L3Z4.		
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	Iration > First page for	vendor transaction o	reation						
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Tenders & Quotations			Trans	action Id is se	nt on your	email id			
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Suggested Guidelines for Prevention of Leptospirosis									
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Disaster Management									
BYL Nair Hospital									
LTMG Hospital									
KEM Hospital									
more »									
Reat Governance with Your Partnership mygov.nicin									
My Goy - Feedback of Parking Policy									

Mail format will display below and Email consists of Vendor Transaction Number:-

This vendor transaction number is valid for 30 days only and it is advised to the vendor to make payment on or before 20 days, so MCGM can process the online vendor registration application within 30 days.

ABM	Find :	Include shared in Email Messages V Search
🖂 Mail 🧍 Address Br	ook 🔚 Calendar 👿 Tasks 🎇 Preferences 😹 Compose	Help Log Out
rshali.palkar@abmindia.com 913.84 MB of unlimited	Back to Inbox XDelete Move to V Move Actions V Go Spam	⇐ 1 🜩
Folders edit Inbox (524) Sent	From : ANOHYMOUS = ANOHYMOUS @mrcgm gov in> Subject : VENDOR TRANSCTION : 500000117 ACKNOWLEGGEMENT To : harshali palkar «harshali palkar@abmindia.com>	Fri, Jul 06, 2018 11:49 AM
Drafts (74)	😒 Reply 🗐 Reply All 📑 Forward 🖶 Print	Fi 🖂
Trash Spam	Dear citizen, Your application has been successfully submitted against Vendor transction No : 5000000117	Vendor will receive Vendor     transaction number through
Searches edit Tags edit	Please save this vendor transaction number for future references.	on mentioned valid email id
	It is advised to the vendor to make the payment on or before 20 days, so MCGM can process the online vendor registration is the vendor has to click on the Annexure link Fill data and <u>Please click on Annexure</u>	stration application within 30 days upload throgh same link. For fill Annexure data, Vendor
	NOTE: THIS IS ELECTRONICALLY GENERATED MAIL, PLEASE DO NOT REPLY ON THIS EMAIL.	will click on this link also
	Back to Inbox Celete Move to. • Move Actions • Go CoSpam	\$ 1 <b>\$</b>

	Annexture for 1	Vendor Registration.
ds Marked with * are Mandatory Fields		Enter Transaction which received from wei
Vendor Transaction ID. *	5000000117	Enter Transaction number which received from mai
PAN Card of Company *	AXLPP9786E	Enter Pan Card number which mentioned in form
	Search	

Once click on Annexure link, Enter Vendor Transaction Number and Pan card

Click on search button. Annexure form will display. Enter No of Partner/Director/Trustee and click on Enter Names. Fill Annexure data.

	devqa38.mcgm.gov.in:80 × Vr	🌱 Inbox (1,946) - harshu.pa 🗙 🗸 🏧 Fir.	st page for vendor tran		status will fetch
Enter partner	devqa38.mcgm.gov.in:8000/sap(b	D1lbiZjPTQ1MA==)/bc/bsp/sap/ZM	CGM_VEND_ONL/Annexture.htm	?sap-params=d19wYXlfdHJhbnM9NTAwMDA	organization
details	Position/ Designation/ Status*	•	Director	•	
	No. of Partner/Director/Truster	e *	1 Enter names		
	Employer 1				
	Title *	First Name *	Middle Name	Last Name	
	Mr.	▼ Paritosh		Pandey	
	House Number*	606	House Name *	Ganesh Villa	Enter partner
Enter	Street *	Swami S Rd	Street2		email id
partner pan	Area *	Nana Peth Chowk	Area2		
number	City*	Mumbai	Postal Code *	400025	
	Country	India	▼ State*	Maharashtra 🗸 🔻	
	Mobile No*	95444445	Email	harsh.palkar@abmindia.com	
	PAN No*	AXLPP9786E	PAN DOC *	Choose File scan copy1.pdf	Attached
	Aadhar No		Aadhar DOC	Choose File No file chosen	pan.din.address
	DIN No*	555/123456789000	Din DOC *	Choose File scan copy1.pdf	proof documents
	Address Proof*	Passport	Address DOC *	Choose File scan copy1.pdf	P
			Submit		

Click on Submit button.



Annexure	Form			
F25A3E5B842	2B3927E10000000A010126.pdf	1/1 Č	ŧ	÷
1	Name of Proprietor/Partner/Director /Trustee/Office Bearer,(Specify):-	Annexure "A" (Personal Details) Mr. Paritosh Pandey	Down	nload
2	Position / Designation / Status :-	DIRECTOR 606 Ganesh Villa Swami S.Rd. Nana Peth Chowk. Mumhai		
		400025, 13, IN		+
4	Address Proof :-	PASSPORT	- (	-
	Pan Card Number-	AXLPP9786E	_	

Take print out of Annexture. sign and stamp then upload the annexture.

Scanned annexure document with sign and stamp can upload through this link. Once annexure upload click on continue.

	Annexure For vendor transction.		
Fields Marked with * are Mandatory Fields			Scanned and
Annexure - A1 *		Choose File scan copy1.pdf	sign with
	Continue		
			stamp doc
			upload

Annexure	Form				
DD353B5BBB	5F3227E10000000A010126.pdf	f 1/1 Č	ŧ	ē	
		Annexure "A" (Personal Details)			
1	Name of Proprietor/Partner/Director /Trustee/Office Bearer,(Specify):-	Mr. Paritosh Pandey		-R	
2	Position / Designation / Status :-	DIRECTOR			
3	Residential Address :-	606, Ganesh Villa, Swami S Rd, Nana Peth Chowk, Mumbai, 400025, 13, IN		*	
4	Address Proof :-	PASSPORT	_	-	
	Pan Card Number-	AXI PP9786F	-		

Uploaded annexure documents will display as follows. Click Proceed to Payment button for payment.

For making payment, click on 'proceed to payment' button.

Enter vendor transaction number and click on continue button for online payment collection.

<b>(19)</b>	बृहन्मुंबई महानगरपालिका Municipal Corporation of Greater Mumb	ai	
Note: Field Marked with * is Mandatory. Application Number *	Online Payment Collection 5000000117 Continue	Enter vendor transaction number which needs to payment.	

Click on continue button.



It will show warning message as	'once making payment vendo	r cannot do any cl	hanges in vendor form.'	Click on ok
button.				

Z Zimbra: VENDOR TRANS X	🕐 🗅 devqa38.mcgm.gov.in.80 x 🏹 sapqa16.mcgm.gov.in.80 x VM Inbox (1,946) - harshu.pa 🗴 V	7 First page for vendor tran 🗙 📃 🖆 – 🗊 🗙
← → X ③ sapqa16.mcgm.gov.in:8005/sap(bD11biZjPTk	wMA==)/bc/bsp/sap/ZMCGM_LIC_ONL1/vendor.htm?sap-params=Z3ZffW1vdW50PTEwMCUyZT/	AwJTIwJmd2X2xpZm5yPTUwMDAwMDAxMTc 🛧 :
	sapqa16.mcgm.gov.in:8005 says After making payment you will not be able to make any changes to Vendor	
	ОК	
Waiting for sapqa16.mcgm.gov.in		
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Vendor registration fee is 100/- rupees.

## Note-Online vendor registration fee is non Refundable.

Click on payment button.

Online Payment Collection       Fee Details       Descriptions     Rs.       Vendor Registration Fees     100.00			yment Collection	Online Pa	
Fee Details       Descriptions     Rs.       Vendor Registration Fees     100.00					
Descriptions     Rs.       Vendor Registration Fees     100.00			ee Details	F	
vendor registration Fees 100.00		Rs.		Descriptions	Descriptions
		100.00		vendor Registration Fees	Vendor Registration Fees
Your lotal Payable Fees is Rs. 100.00 Note : Click on Payment button for Online Payment				Note : Click on Payment button for Online Payment	Your Total Payable Fees
Back Payment			Payment	Back	

It will redirect to payment site. Click on ok button



sapqa16.mcgm.gov.in:8005 says		
You are proceeding to payment gateway for or Click "OK" to confirm or click "CANCEL" to Exit	nline payment. : online payment.	
	OK Cancel	

Click on I/We agree. Click on pay button

D Official Portal of Municipal Corporation of Greater Mumbai - Google Chrome	- 🗆 X
🛈 sapqa16.mcgm.gov.in:8005/sap(bD1lbiZjPTkwMA==)/bc/bsp/sap/zt_mcgm_pg/PayPage1.htm?w_r_no=5000000117&w_amt=100%2e00%20&w_info1=000000000000000000000000000000000000	00000&w_pay_trans_no=07
Incem.gov.in	•
Municipal Corporation of Greater Mumbai offers "Online Payment System" for payment of charges of selected services. Currently we offer payment through following.	
Please read the following instructions before performing any actions:	
<ol> <li>Do not press "Refresh" on your browser OR "F5" key on keyboard, while transaction in progress.</li> <li>Do not close the browser it may terminate the transaction.</li> <li>On completion of the transaction, Please note the transaction number.</li> </ol>	
Disclaimer - Terms and Conditions	
The following terms and conditions apply to all online payments made to by Municipal Corporation of Greater Numbai (hereinafter 'HKGM') by the Cyber CFC agents. All Cyber CFC agents using the online payment facility are requested to please read them carefully before making an online payment. By using the online payments facility on this portal you accept these terms and conditions; 1. MCGM is only providing a link to the Payment Gateway Service provider which will enable to pay online for Nuncical charges.	
I / We Agree      B I     D e s k      d your payment: Single locator:      Pay	
	~
	▲ 🙀 🖓 12:41 06-07-2018

Vendor can payment through credit card, debit card, internet banking by fill all necessary details and click on make payment button.



S		BillDesk - All Your Paymen	ts. Single Location - Google Chrome	•	×
Secure https://	pgi.billdesk.com/pgidsk/ProcessPayment;j	sessionid=0000VvyaKnJyXwmYII6s0Y0rG	cE:1a7ou2ofa?wpage=rbYu5228Hke1j2	2VhRSIs5Y36	
	Department of Electronics Ministry of Communication Government of India	and Information Technology s and Information Technology	Pay Revenue Particles Platform Barrier Partices Platform Detty, Government of India Initiative	राष्ट्रीय इन्यवर्नेस योजना National e-Governance Plan Public services closer home	
	Credit Card	Pay by Credit Card Pay by A	AmEx ezeClick	Merchant Name	
	Debit Card	VISA	AMERICAN EDRAESS	Web Integration	
	PIN Debit Card + ATM PIN	Card Number		Payment Amount: ₹100.00	
	Internet Banking	5082-5013-0000-7451		Payment Amount. Croo.ou	
		Expiration Date	CVV/CVC		
		12 (Dec) 2023			
		Card Holder Name			
		Hrashali			
		Make	Payment		
		-	Cance		

Once click on payment button OTP will send to registered mobile number.

Enter received OTP number and click on submit button.

Bildesk Payment Gateway - Google Chrome	- 0 ×
Secure   https://www.bildesk.com/pgidsk/ProcessPayment?wpage=2cpFwNYMKEyP5n258P8i631H	04
Int you' Conset? Cathere Circ. Recently thanged you Makin his' Cat Jeen is intend The OTP and is you makin number XXXXXXXXX The OTP and is you makin number XXXXXXXXXX Cather is you makin number XXXXXXXXXXXX Cather is you makin number XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	
🛞 😂 🚔 🗛 💽 💐 💷 🔛 📓	- N 12 40 1246

Once payment successfully done then payment receipt will generate here and also payment receipt send to vendor's registered email id.



1	Official Portal of Municipal Corporation	of Greater Mumbai - Google Chrome	- 🗆 🗙
sapqa16.mcgm.gov.in:8005/SAP(bD11biZjPTkwM/	==)/BC/BSP/SAP/zmcgm_lic_onl1/billdesk_reply.htm		
mcgm.gov.in			
Online Payment System			
	Transac	tion Details	
	Amount	100.00	
	Payment ID	818712394083	
	Payment Status	Successful	
	Click on Continue button and wait for some time For Payment confirmation.		
Important Note If the amount is deducted fin Please try for "Repayment" "Online payment to mcgm" System will retry and update Please note the Transaction ID dis In case of any problem please wit Click on the "Continue" button to c	om your bank account and status received is "Uns option with same application number on same dat (www.mcgm.gov.in.> Online services.> Online pa- the payment status resulting in required receipt a played here. e-in to payment@mcgm.gov.in with the subject line : Online Pa- lose the window and continue with your application.	uccessful". e under ayment to MCGM ). nd certificate generation. yment Problems.	
Payment Receipt			
			12:53

Payment receipt shows vendor related details.

⊐ ① sapqa16.mcgm.gov • P • In • C	in:8005/SAP(bD1lbiZJPTk lease note the Transaction I case of any problem please lick on the "Continue" buttor	Official Porta wMA==)/BC/BSP/SAP/zmcgm_lic D displayed here. e write-in to payment@mcgm.gov.in u to close the window and continue w	Lot Municipal Corporation of Greater Mumbai - Google Chrome _onl1/billdesk_reply.htm with the subject line : Online Payment Problems. th your application.	
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		CA	MUNICIPAL CORPORATION OF GREATER MUMBAI Page 1 of 2 VENDOR REGISTRATION RECEIPT CPD Department eigt No : 0710077905 e & Time : 06.07.2018 12:49:29	e nt
		Name of the Vendor Address of the Vendor Payment transaction ID "(Transaction ID valid only fo Type of Vendor State Code SAP Doc no. PAN No. Aadhar Number GST Number	r 30 days) Public Limited Company Maharashtra 13 5000000117 234V1PP786E 234V1PP0786E17V Udit	

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ase note the Transaction ID displa ase of any problem please write- k on the "Continue" button to clos	ayed here. in to payment@mc se the window and	gm.gov.in with the subject continue with your applica	t line : Online Payment Problems. ation.			
Stat Stat SAP PAN Aad GST Piac UIN CIN Rece MCC	e Name e Code Doc no. No. har Number e of Supply Number e vivel by 3M FAN 3M GST Number		Maharashtra 13 500000117 AXLP9786E 28AXLP9786E12Y Maharashtra MCGM AAALM0042L 27AAALM0042L3Z4 MUNICIPAL CORPOR. VENDOR	ATION OF GREATER MUMBAI REGISTRATION RECEIPT	Page 2 of 2	
	Sr. No.	HSN/SAC Code	Activity Code	Description of Activity		
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Receipt display mentioned bank details

62403C5B55	6B7601E10000000A010122.pdf			2 / 2	- Setution and		¢	ŧ	ē
	Sr. NO.	HSN/SAC CODE	Activ	nty Code	Description of	Activity			
		999119			Registration C	harges	Vond	lor	
	Payment Towa	rds AM	OUNT (Rs.)	BANK NAME	BRA	ANCH NAME	venc	data:	1.
	Online vendor regis fee	tration	100.00	SBI Bank		Thane	bank	detai	lis
	тот	AL		10	00.00				
	Amount i	n words		Rupees ONE	HUNDRED Only				
	Net Amount	CGST	SGST	UTGST	IGST	Gross Valu	e		
	100.00	0.00	0.00	0.00	0.00	100	0.00		
	100.00 Note: This is an elec	0.00 stronically genera	0.00 ted receipt, henc	0.00 e signature is not require	0.00 d	100	0.00		+

Payment receipt in mail format.

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🖂 Mail 🚦 Address Boo	k 🧮 Calendar 👿 Tasks 🔅 Preferences 😹 Compose	Help Log Out
harshali.palkar@abmindia.com 913.68 MB of unlimited	🔀 Back to Inbox 🗙 Delete Move to 🖲 Move Actions 🔻 Go 🏹 Spam	🦛 1 🜩
Folders edit     Inbox (524)     Sent	From : MCGM «no-reply@mcgm.gov.in» Subject : Reciept To : h strahsh palkar «harshalk palkar@abmindia.com»	Fri, Jul 06, 2018 12:49 PM Ø 1 attachment
Drafts (74)	Repy Repy Repy Al S Forward Print Dear Citizen, Please find attach the reciept	
► Searches <u>edit</u> ▼ Tags <u>edit</u>	Reciept.PDF	
		06-07-2018

Once payment done, That Vendor is assigned to MCGM for approval process.

## After Approval process

Vendor transaction id is approved then Vendor code generates and vendor code generation mail triggered to vendor's registered email id.

M Inbox (1,967) - harshu.pa 🗙 🔀 Zimbra: Vendor Code Ap. 🗴 🗺 First page for vendor tran 🗴 🔽	7	≜ - <b>∂</b> ×
← → C ① mail.abmindia.com/h/search?si=88&so=0≻=36069&sfi=2&st=message&id=10	)936&acti	on=view 🔂
ABM	Find	Include shared in Email Messages V Search
🖂 Mail 🚦 Address Book 🗮 Calendar 💟 Tasks 🔅 Preferences 👼 Compose		Help Log Out
harshali,palkar@abmindia.com 988 4 MB of unlimited		🔀 Back to Inbox 🛛 🗶 Delete Move to 🔻 Move Actions 🔹 Go 🐼 Spam 👍 89
V Folders	<u>edit</u>	From : no-reply@mcgm.gov.in Fri, Jul 06, 2018 12:59
Imail     Address Book     Calendar     Imail     Tasks     Preferences     Imail       Imail     Address Book     Calendar     Imail		Subject : vendor Code Application: Acknowledgement
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Junk	x 22 Zimbra: Vendar Code Ac; x 2 First page for vendar tva: x 1 2 Compose 10936&action=view 1 2 Compose 1000 Code shared © Email Messages 1 See 1000 Code shared 0 S	
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∑ Inbox (57) ➢ Sent ➢ Drafts (76) ➢ Junk ⓓ Trash ⓓ Spam ▷ Secrethes ▼ Tags	edit	Please save this Application number for future references.0000012617
▼ Tags	edit	
		Back to Inbox Delete Move to • Move Actions • Go Spam 49 89
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Page 52 of 78

#### Vendor Code Change Form:-

New Business Application ٩ दुकाने व आस्थापना आरोग्य खाते नवीन संदेश जलद दुवे License मुंबई आकडेवारी आणि नकाशे SUBSIDING MDR CHARGES ON DEBIT CARDS TRANSACTIONS OF VALUE LESS THAN OR EQUAL TO RS. 2000 ओनलाईन पैसे भरणे मालमत्ता कर (नवीन) जल देयके भरा सायबर नागरी सुविधा केंद्र जकात कर भरा One MCGM भरती जल खाते Policy for declaration of C-1 category buildings < निविदा आणि अवतरणे Circular No. CA/F/Project/40 Dt.17.02.2018 regarding ASD/PG from MCGM Contractors. माल त्ता कर तपशील दुकाने व आस्थापना ऑनलाइन सेवा Ease of Doing Business Circulars/ Notifications जन्म नौंदणी मतदार यादी ... अधिक » मृत्यू नोंदणी समुद्र किलारपट्टी मार्ग 666666 Green wheels along blue lines video भत दुवे विवाह नॉदणी लेप्टोस्पायरोसिस प्रतिबंधात्मक उपचार मार्गदर्शक सूचना 6883 67 मुंबई मलनिःसारण प्रकल्प विहडिओ इमारत व कारखाने Proposed water supply projects क स्वराज्य संस्था रचनेचा सर्वकष विकास होत असताना महापालिका ई महापालिका अधिवियमाखाती नमूद अधिकारचांपैकी ते एक आहेत. महापालिका अधिवियम कलस ५४ अंतर्गत करण्यात येते. शहरातील ाधी जवाबदारी त्यांच्यावर असते. इको फ्रेंडली गणपती शतकाहव Education Department भूचिक आयुक्त हे त्यांची नि विविध म आपले सरकार प्रसिद्धी पत्रक นวิเวตบ आपती व्यवस्थापन बा.य.ल.नायर रुग्णालय Road Enquiry Report (Phase II) लोकमाल्य टिळक महालगरपालिका सर्वसाधारण रुग्णालय Blacklisting details of Contractors in MCGM 1 盦 Fire Re-upload Applicatio राजे एडवर्ड स्मारक रुग्णालय Enquiry Committee Report On Fire Incident at Kamala Mills Ltd. वाई आणि विभाग नवीन निविदा ... अधिक Desi मखरिया कंपाऊंड, साकीलाका, भानु फरसाण आगीबाबत अहवाल. de mv

Once vendor code generation if vendor wants to do any changes then vendor will follow this path.

Enter vendor code and select radio button 'yes' or 'no' radio button depend on change for type of organization. Click on search button

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OTP will send to registered email id. Enter that OTP and click on ok button.



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Mail format for received OTP



Once click on continue vendor form will open for making changes



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Vendor can change any changes in vendor's form

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Suppose vendor made changes in address, after changes done click on continue.



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It will ask to upload new documents as per changes in vendor form. Upload documents and click on upload documents button.

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As per MCGM Rules, charges for changes a) Charges for changes



- 1. Name Change for vendor.
- 2. Constituency changes for vendor (for eg: Partnership to proprietors)
- 3. Address change for vendor.
- 4. Pan card and GST number change for vendor.
- 5. Bank change for vendor.
- b) Non Chargeable changes
  - 1.Email ID change R3 and SRM
  - 2.Contact Number change
  - 3. Partners, director or trustee change for vendor.
- 1. Documents needed to upload for changes in
- vendor code Rs.5000/-
- a) Charges for changes of Rs.5000/- (if open items are applicable)
  - 1. Name Change for vendor.
    - a. Legal NOC to be attached (20 mb size)
    - b. Department NOC tab (20mb size)
  - 2. Constituency changes for vendor (for eg: Partnership to proprietors)
    - A. Legal NOC to be attached (20 mb size)
    - B.Department NOC tab (20mb size)
    - c. Annex to be uploaded as per organization type.
  - 3. Address change for vendor.
  - a. Department NOC tab
  - b. Address proof
  - 4. Pan card and GST number change for vendor.
  - a. Legal NOC to be attached (20 mb size)
  - b. Department NOC tab (20mb size)
  - 5. Bank change for vendor.
    - a. Department NOC tab
    - b. Cancel Cheque
- b) Non Chargeable changes
  - 1. Email ID change in R3 and SRM
  - 2. Contact Number change
  - 3. Partners, director or trustee change for vendor.
    - a. Annex to be uploaded as per organization type.

Vendor can remove or view documents. Click on continue button.



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Once vendor code application changes done, acknowledgement will receive and mail sends to vendor's registered email id

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#### For changes in annexure, add annexure

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After all necessary changes done, vendor need to pay charges for this vendor code

Mail consists of Vendor code and link for payment.

Click on 'please click here for pay' link through received mail and enter vendor code and click on continue button.



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Depend on Vendor code application changes, fees amount will differ

Purchase order already created for this vendor code so Rs. 5000 is applicable for the open purchase order. Note-Online vendor registration change fee is non Refundable.

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Payment charges vary depend on condition Vendor need to be paid rs 5000 for changes Rs. 5000 is applicable for the open purchase order

Once click on payment button, it will redirect to payment gateway site.

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Once successful payment, receipt will generate and payment receipt mail sends to vendor's registered email id



Once successful payment done, vendor code is assigned to MCGM Employee for approval process.

Once Approved from MCGM, mail received to Vendor registered email id that vendor code is approved.

# Case 3: for Foreign Vendor Registration (without Annexure )

For Foreign Vendor Registration Form:-

For Foreign Vendor enter swift code instead of pan card.

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Pay Water Bills	Street 1 *	ninad street	Street 2		
Pay Octroi	Sueeri	Innau street	Succrz		
Recruitment	Area 1 *	B. P. Road	Area 2		
Tenders & Quotations	City *	Hirashima	Din Code *	524544	
Shops and Establishment Online	City	miosinna	Fill Code	524544	_
Fase of Doing Business Circulars/	Country *	Japan 🔻	State *	Hiroshima 🔻	
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more »	Totophone (only	01031010101		1001010101	_
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MICR and IFSC number are not mandatory for foreign vendor.

Quick Links	4 . Bank Account Detail *				<b>^</b>
Mumbai Statistics & Maps	Bank account Number *	009	0034535656565		
Property Tax (New)		005	0054555656565		
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Recruitment		Cu	Tent Bunk Are -court		
Tenders & Quotations	Name of Bank *	HD	FC BANK LTD		
Shops and Establishment Online services	Name of Branch *	Hire	oshima		
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Related Links					mandatory for
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mor	re »		Submit		
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A CONTRACTOR OF THE OWNER OWNE				and the second second	

Click on submit button.

After click on Submit button foreign Vendor registration form will submit and mail sends to Vendor's mentioned email id. This mail consists of Transaction Id.

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HOME ABOUT US SERVICES	ONLINE SERVICES	COUNCILIOR	TOURIST	COMPLAINTS	TENDERS	REPORTS	CAREERS	PUBLICATION	EODB
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									٩
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← → C ① mail.abn	nindia.com/h/search?si=14&so=0≻=19143&sfi=2&st=message&id=10963&action=view	☆ :
ABM	Find :	Include shared in Email Messages
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Drafts (74)	😒 Reply 🗐 Reply All 😒 Forward 🖶 Print	
i Trash Trash Searches <u>sóli</u> γ Tags <u>sóli</u>	Dear citizen, Your application has been successfully submitted against Vendor transction No : 5000000123 Please save this vendor transaction number for future references. The vendor Transaction number is valid for 30 days only. The vendor has to repay if the validity of the tra It is advised to the vendor to make the payment on or before 20 days, so MCGM can process the online ven The next step to process the online vendor registration is the vendor has to click on the payment link . <u>Please click here for pay</u> NOTE: THIS IS ELECTRONICALLY GENERATED MAIL, PLEASE DO NOT REPLY ON THIS EMA	Foreign vendor transaction number nsaction ID is expired. ndor registration application within 30 days Link for foreign vendor payment
	Back to Inbox Delete Move to Vove Actions Go Cospan	15 cm

Foreign vendor received transaction number and payment link through mail.

Click on 'Please click here for pay' link to make payment.

⊘Z Zimbra: VENDOR TRANS       ←       →     C ① Not secure	Application for Online Pa Application for O	× V = Search page for changing ×		- □ × ~☆:
	Mur	बृहन्मुंबई महानगरपालिका nicipal Corporation of Greater Mumbai		
		Online Payment Collection		
	Note: Field Marked with * is Mandatory. Application Number *	5000000123	Enter foreign vendor transaction number and	1
		Continue		
🕘 🥃 📻	⊾ 📀 🗿 🥥 🔝 💋 I		- 🐟 🕫	()) 15:17 ()) 09-07-2018

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It will show warning message as	'once making payment vendor	<sup>·</sup> cannot do any	changes in vendor form.	' Click on ok
button.				

Z Zimbra: VENDOR TRANS	X M Inbox (1,955) - harshupa X T Search page for changin X	≟ - ₿ ×
$\leftrightarrow$ $\rightarrow$ X ( $ 3 $ sapqa16.mcgm.gov.in:8005/sap(bD11biz	zjPTkwMA==)/bc/bsp/sap/ZMCGM_LIC_ONL1/vendor.htm?sap-params=Z3ZfYW1vdW50PTEwMCUyZTAwJTlwJmd2X2xpZ	n5yPTUwMDAwMDAxMjM 🛧 :
	sapqa16.mcgm.gov.in:8005 says After making payment you will not be able to make any changes to Vendor	
	OK	
Nution for enact for early and in		
		- ▶ ♀ ♥ ● 15:21 09-07-2018

Foreign vendor registration fee is 100/- rupees

## Note-Online vendor registration fee is non Refundable.

# Click on payment button

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## Click on ok button.



It will redirect to payment gateway site for making payment. Click on I/We agree and click on pay button.

Official Portal of Municipal Corporation of Greater Mumbai - Google Chrome	- 🗆 🗙
© sapqa16.mcgm.gov.in.8005/sap(bD1lbiz)PTkwMA==)/bc/bsp/sap/zt_mcgm_pg/PayPage1.htm?w_r_no=5000000123&w_amt=100%2e0%20&w_info1=000000000000000000000000000000000000	00&w_pay_trans_no=07
INCSIN BOTH MUMBAI	
Online Payment	1
Municipal Corporation of Greater Mumbai offers "Online Payment System" for payment of charges of selected services. Currently we offer payment through following:	
Please read the following instructions before performing any actions:	
<ol> <li>Do not press "Refresh" on your browser QR "F5" key on keyboard, while transaction in progress.</li> <li>Do not close the browser if may terminate the transaction.</li> <li>On completion of the transaction, Please note the transaction number.</li> </ol>	
Disclaimer - Terms and Conditions	
The following terms and conditions apply to all online payments made to Municipal Corporation of Greater Mumbai (hereinafter "MCM") by the Cyber CFC agents. All Cyber CFC agents using the online payment facility are requested to please read them carefully before making an online payment. By using the online payments facility on this portal you accept these terms and conditions; 1. MCGM is only providing a link to the Payment Gateway Service provider which will enable to <b>*</b> pay online for Municipal charges.	
B ill D e s k     M your payment: Single locatox	
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Vendor can pay by credit card, debit card, internet banking and fill all necessary details. Click on Make Payment button. OTP number sends to vendor's registered mobile number

	BillDesk - All Y	Your Payments. Single Lo	ocation - Google Chrome		- 🗆 🗙
Secure   https://pgi.billdesk.com/pgidsk/ProcessPayment;jset	ssionid=0000yy67Okl5H72	'XxtqJuonEiF9Q:1a7ou2qd	q?wpage=F1vFJ6fYNfZgEwy	/keRzKRFnr	o <del>,</del>
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1 Internet Banking	5089-2503-0000-	7347	RuPays		
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	Card Holder Name				
	harshali				
		Make Payment			
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Enter OTP number and click on submit button.

Secure https://www.billdesk.com/pgidsk/ProcessPayment?wpage=Qv8hL8D0ovh075mg8z61zLtD          Image: Contract	
Not your Control? Outformer Care.         Not your Control? Outformer Care.         Recently changed your Mobile No? Citck here to refreath         Enter OTP sent to your mobile number XXXXXXXXX         Image: Status of the Unstatus of the Unstatu	
	( <sup>3)</sup> 15:33 09-07-20

After successful transaction payment status will display as successful. Payment receipt will generate and also payment receipt will send to vendors registered emailed.

sapqa16.mcgm.gov.in.8005/SAP(b011biz]PTkwMA==)/8C/85P/SAP/zmcgm_lic_c Piease note the Transaction ID displayed here. In case of any problem please write-in to payment@mcgm.gov.in wi Click on the "Continue" button to close the window and continue wite Payment Receipt 7688405BF99EC36EE10000000A010122.pdf	on1/Jbiildesk_reply.htm Ith the subject line : Online Payment Problems. h your application. 1 / 2		0 ± 8	•
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After successful payment, vendor's transaction id is assigned to MCGM for approval process.

## In Approval process:-

If vendor's application form is rejected then vendor received rejection mail with rejected list and mail consist link for change form.

Approval rejection mail format :-

ABM	Find :	Include shared in Email Messages V Search
🖂 Mail 🔒 Address B	look 🔚 Calendar 💟 Tasks 🔅 Preferences 🐱 Compose	Help Log Out
narshali.palkar@abmindia.con 915.34 MB of unlimited	Back to Inbox XDelete Move to V Move Actions V Go Copam	(= 1 =
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Drafts (74)	🔁 Reply 🛃 Reply All 😒 Forward 🖶 Print	
Trash ■ Spam ▶ Searches <u>sdd</u> ▼ Tags <u>edd</u>	Your Vendor application has been rejected due to below points:- 1 Name of Company mention in application does not match with uploaded papers 2 Company registration certificate not attached 3 Type of company not assigned correctly 4 Others (i.e not included in above) Test reject Please click here for Change form NOTE: THIS IS ELECTRONICALLY GENERATED MAIL, PLEASE DO NOT REPL	Vendor application form is rejected due to these points. Vendor can make changes in form through this link after form rejection
	Back to Inbox Celete Move to VMove Actions VGo Spam	¢14

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After form rejection, for change form vendor can click on 'please click here for change form'. Enter vendor transaction number and pan card number /swift code and click on search button for make changes in rejected form

Z Zimbra: Your Vendor Tra 🗙 🗅 devqa38.mcgm.gov.in:80 🗙	) sapqa16.mcgm.gov.in:80 🗴 📉 Inbox (1,956) - harshu.pa 🗴 🦉 About Mumbai - Welcom 🗴 🌌 Search page for approval 🗴 🔽	≜ - 8 ×
← → C ① Not secure   devqa38.mcgm.gov.in:8000/SAP(t	D1lbiZjPTQ1MA==)/BC/BSP/SAP/zmcgm_vend_onl/search_change.htm	☆ :
<b>1</b>	बृहन्मुंबई महानगरपालिका Municipal Corporation of Greater Mumbai	
	Application For Online Vendor Transction Changes	
Fields Marked with * are Mandatory Fields	Enter foreign vendor transaction nu	mber
Vendor Transaction ID. * PAN Card of Company/Swift Code *	5000000123 T8657843888 Enter pan card number or swift cod	le
Please select insert or modify or delete *	Sector Add Partner Change Partner Delete Partner	
	Search Annexture	
	Click on search button	
	🖼 📔 👜	■ <mark>x</mark> ♀⊋ <b>(</b> ) 17:34 09-07-2018

Vendor Application Form will display for making changes.

ex			שסיאשט אסוי	าางงาแขน	
20		Muni	cipal Corporation	າ of Greater Mumbai	
		Applicatio	n for Online vendor tr	ansction changes	
Marked with * are Mar	idatory Fields				
ame of the Vend	or*				
ne of the Vendor*		Company •	Krish Production		
. Type of Organiz	zation *				
ype of Organization *		select	•		
. Office Address '	a				
louse number *	A/900		House Name *	ninad villa	
treet 1 *	ninad street		Street 2		
vrea 1 *	B. P. Road		Area 2		
ity *	Hiroshima		Pin Code *	524544	
Country *	select •		State *		
elephone (Off.)	04654646464		Mobile Number*	4654646464	
Mail Address *	harshali.palkar@abmindia.		Address proof *	Choose File No file chosen	
Bank Account De	etail *				
Jank account Number	•	00900345	535656565		
ino of Pank *		Co-on F	Bank v		

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ity *	Hiroshima	Pin Code *	524544	
ountry *	select •	State *		
elephone (Off.)	04654646464	Mobile Number*	4654646464	
-Mail Address *	harshali.palkar@abmindia.	Address proof *	Choose File No file chosen	
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ank account Number	•	0090034535656565		
ype of Bank *		Co-op. Bank 🔻		
ype of Account		Current Bank A/c -Code no.11 V		
ame of Bank *		HDFC BANK LTD		
ame of Branch *		Hiroshima village		
ddress of Branch *		Hiroshima,japan		
NCR number *				
SC number *				
Work Contract ta	x rate *			
Vork Contract tax rate	•	1% •		
RM user ID and pass	word link required for E- Tendering purpose *	Yes ® No O		
		Continue		

Vendor will make necessary changes and attached documents. Click on continue button for submission the form.

Once submission it will show acknowledgement message.

Z Zimbra: Your Vendor Tra 🗙	devqa38.mcgm.gov.in80 🗴 🕐 sapqa16.mcgm.gov.in80 🗴 🚩 Inbox (1,956) - harshupa 🗙 🖉 About Mumbai - Welcom 🗴 🐙 Search page for ap	proval X	- 8 ×
← → C ③ devqa38.mcgm.go	vin:8000/sap(bD1lbiZjPTQ1MA==)/bc/bsp/sap/ZMCGM_VEND_ONL/vend_change_comfirm.htm?sap-params=d19wYXlfdHJhbnM9NTAwMDA	wMDEyMw%3d%3d	☆ :
	Acknowledgement		
	Vendor changes updated successfully!		
	Vendor Transaction Number 5000000123		
	<ul> <li>Please save this application number for future references.</li> <li>Please use the respective department license number To make online payments towards the license fee of the concerned department.</li> </ul>		
		🤣 - 🕅 🔛 I	») 17:41 9 09-07-2018

After submission vendor's form assigned to MCGM Employee for approval process and once approved then Vendor code generate and vendor code creation mail sends to vendor's email id.

If SRM link creation is selected then SRM link creation mail will sends to registered email id



Mail format for Vendor code generation mail.

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$\leftrightarrow$ $\rightarrow$ C (i) mail.abmi	india.com/h/search?si=53&so=0≻=36134&sfi=2&st=message&id=11003&action=view	☆ :
ABM	Find :	Include shared in Email Messages V Search
🖂 Mail 🔒 Address Boo	k 🧮 Calendar 🖾 Tasks 🎲 Preferences 🛤 Compose	Help Log Out
harshali.palkar@abmindia.com 958.4 MB of unlimited	🗙 Back to Inbox 🗶 Delete Move to 🔻 Move Actions 🔻 Go 😰 Spam	<b>4</b> 54 🖬
Folders edit     Inbox (548)	From : no-reply@mcgm.gov.in Subject : Vendor Code Application: Acknowledgement	Mon, Jul 09, 2018 06:33 PM
E Sent	😢 Reply 🛃 Reply All 🔀 Forward 🖶 Print	
w Durats (r6) G Junk Trash Spam Searches <u>edit</u> Tags <u>edit</u>	Dear Citizen, Your Vendor code0000012636has been successfully updated against the Vendor transaction number5000000123 : Please save this Application number for future references.0000012636 Note: This is electronically generated mail,Please do not reply on this Email.	
	Back to Inbox Delete Move Io • Move Actions • Go BoSpam	<b>4</b> 54 <b>4</b>
<ul> <li>Ø</li> </ul>		-

## SRM creation mail format:-



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