BILL TRACKING USING

VENDOR MANAGEMENT SYSTEM

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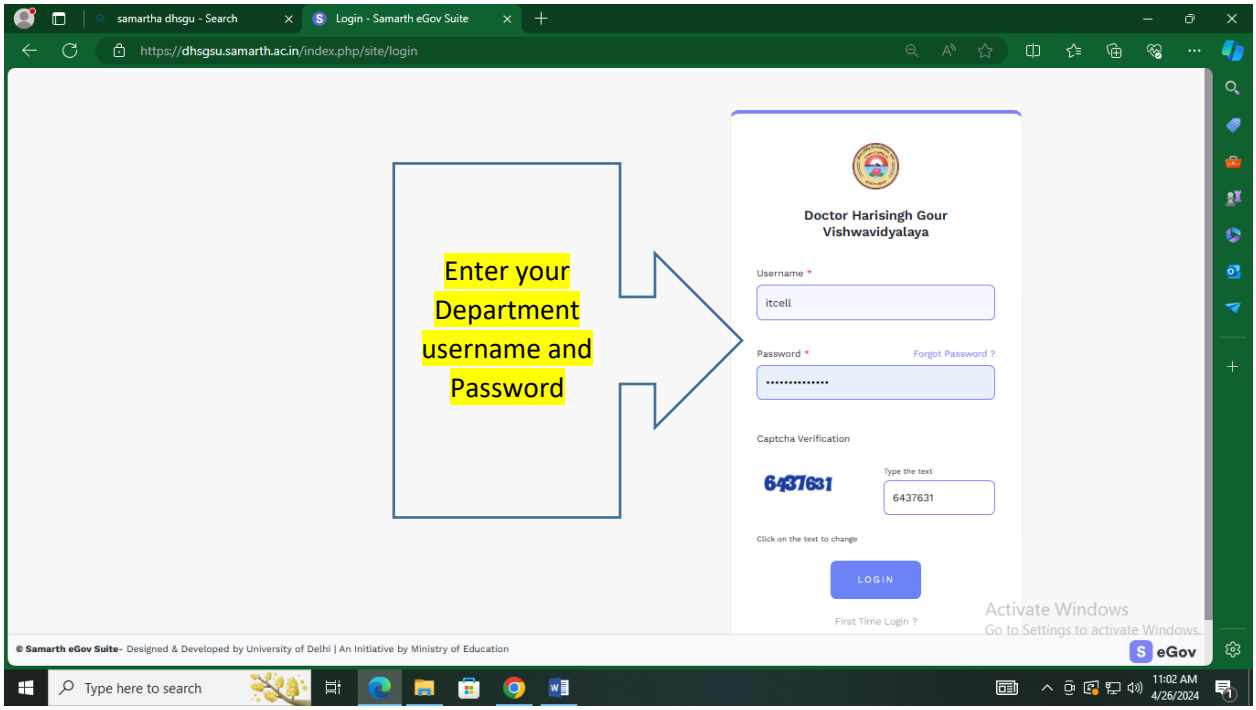
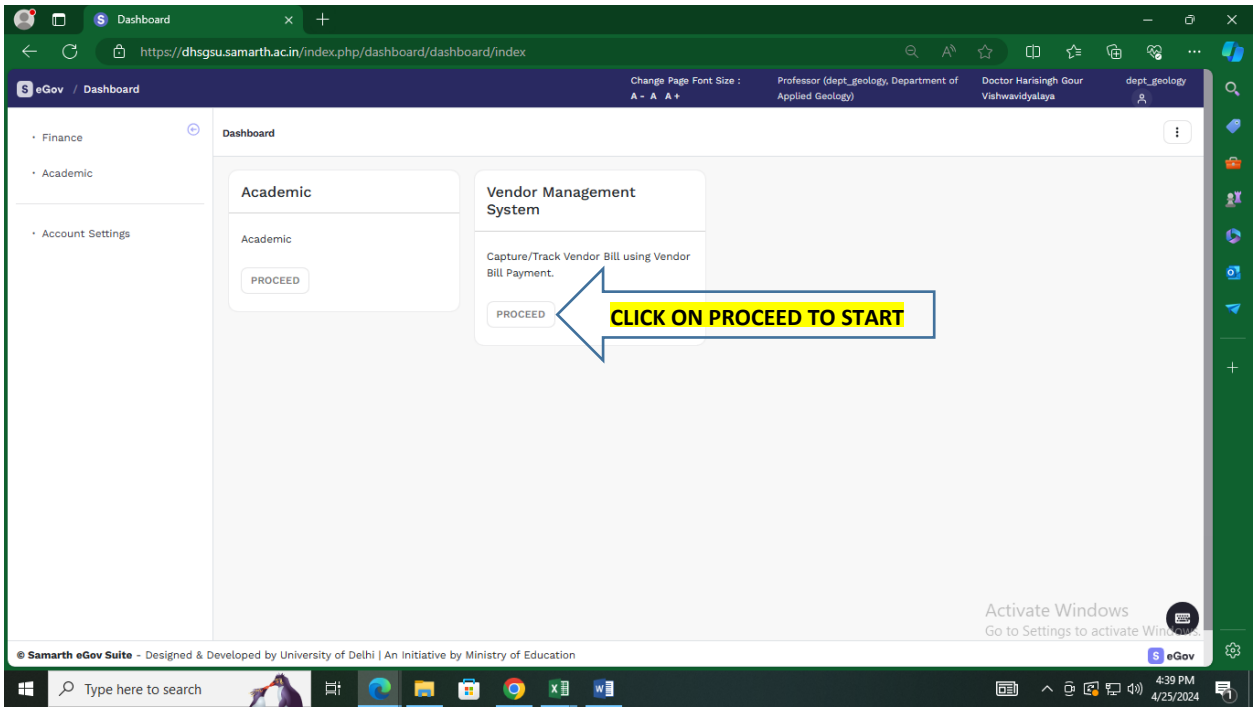
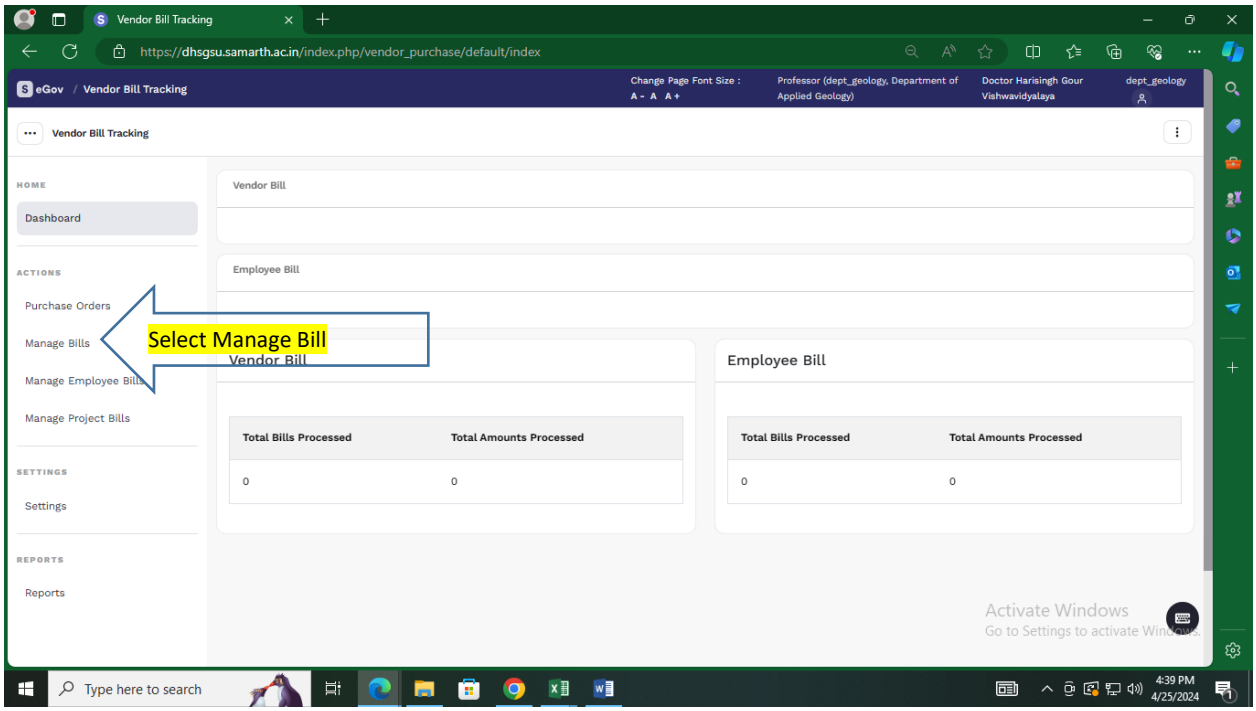
STEP 1 – How to Enter the Bill Details in Samarth Portal

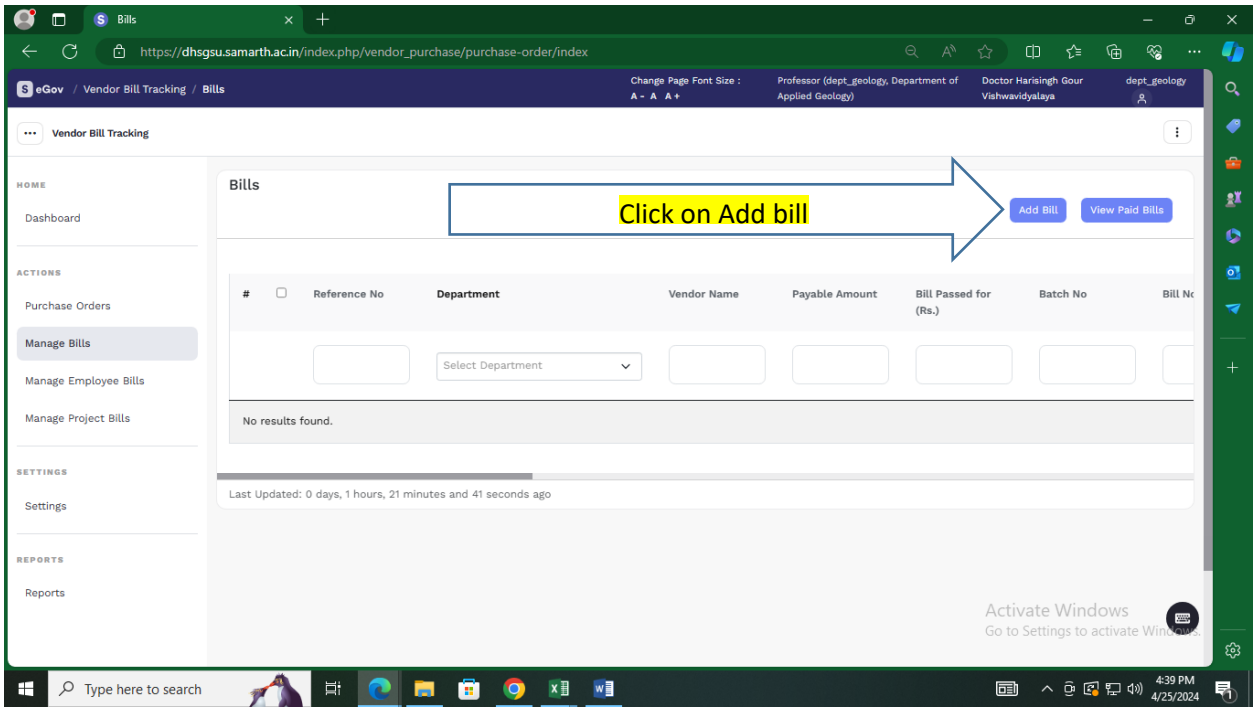
Login to your Department / Section Portal using login link

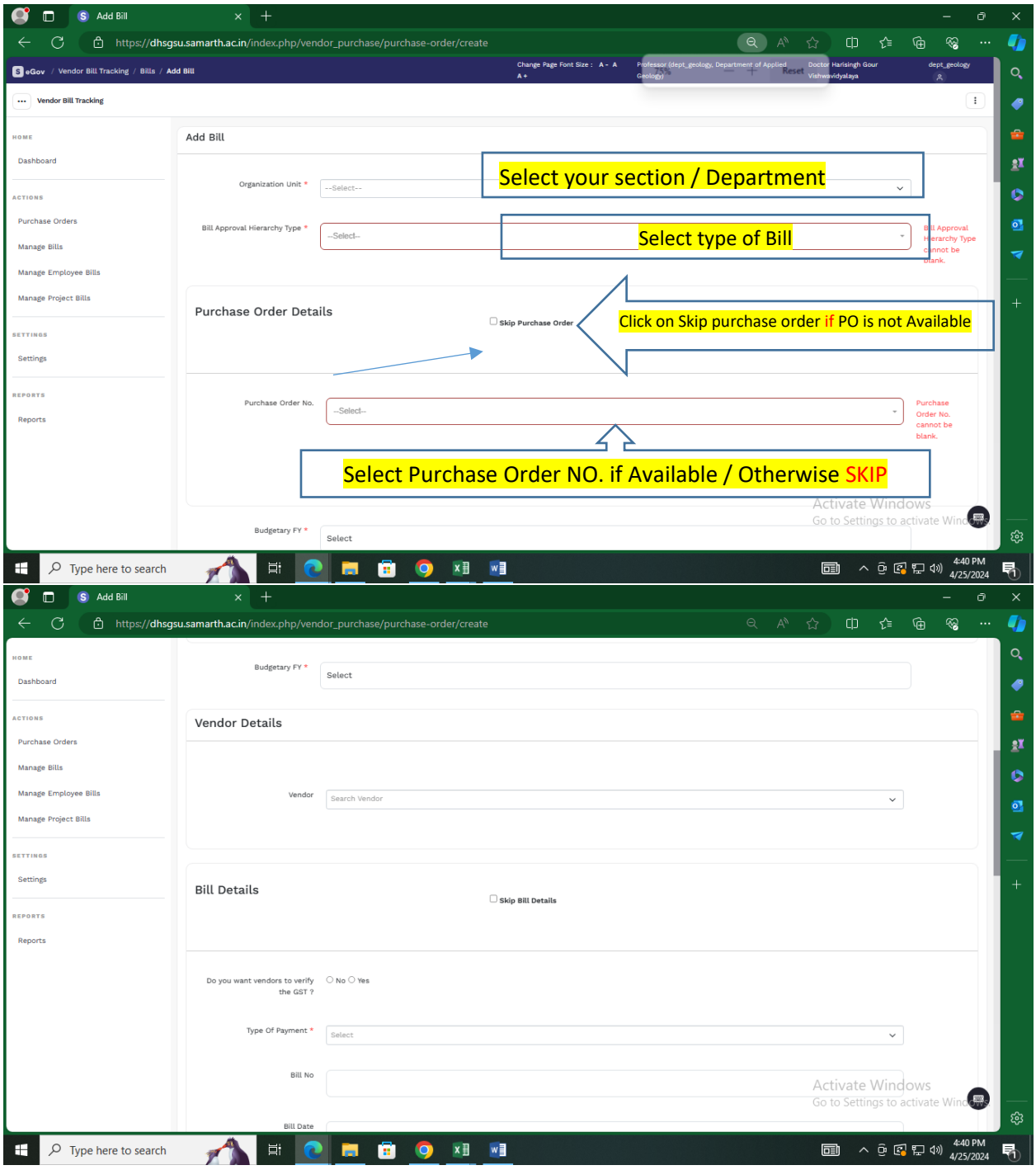
https://dhsgsu.samarth.ac.in/index.php/site/login



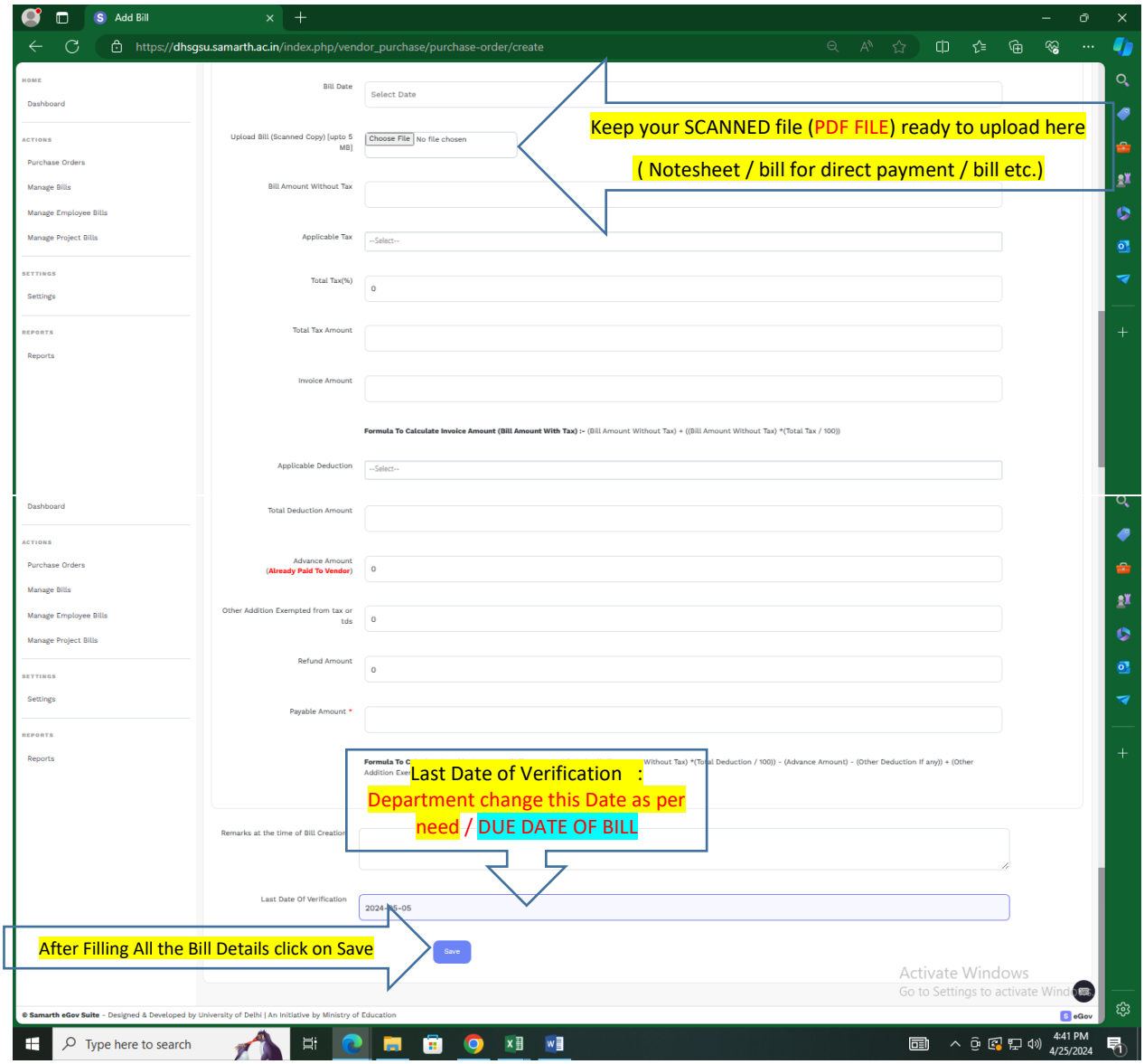

Dashboard
https://dhsgsu.samarth.ac.in/index.php/dashboard/dashboard/index
eGov / Dashboard
Change Page Font Size : A- A A+
Professor (dept_geology, Department of Applied Geology)
Doctor Harisingh Gour Vishwavidyalaya
dept_geology
Finance
Academic
Account Settings
Dashboard
Academic
Academic
PROCEED
Vendor Management System
Capture/Track Vendor Bill using Vendor Bill Payment.
PROCEED
CLICK ON PROCEED TO START
Activate Windows
Go to Settings to activate Windows.
© Samarth eGov Suite - Designed & Developed by University of Delhi | An Initiative by Ministry of Education
eGov
Type here to search
4:39 PM
4/25/2024


Vendor Bill Tracking
https://dhsgsu.samarth.ac.in/index.php/vendor_purchase/default/index
eGov / Vendor Bill Tracking
Change Page Font Size : A- A A+
Professor (dept_geology, Department of Applied Geology)
Doctor Harisingh Gour Vishwavidyalaya
dept_geology
Vendor Bill Tracking
HOME
Dashboard
ACTIONS
Purchase Orders
Manage Bills
Manage Employee Bills
Manage Project Bills
SETTINGS
Settings
REPORTS
Reports
Vendor Bill
Employee Bill
Select Manage Bill
Vendor Bill
Total Bills Processed
Total Amounts Processed
0
0
Employee Bill
Total Bills Processed
Total Amounts Processed
0
0
Activate Windows
Go to Settings to activate Windows.
Type here to search
4:39 PM
4/25/2024

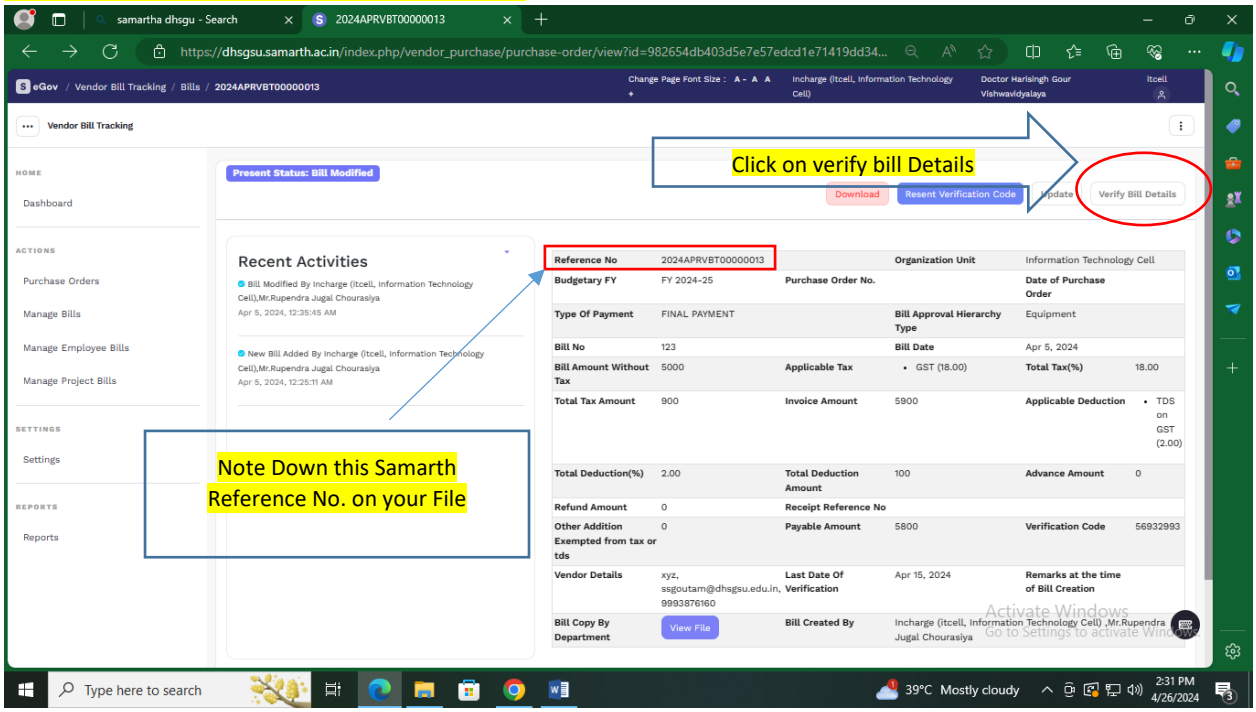

Bills
https://dhsgsu.samarth.ac.in/index.php/vendor_purchase/purchase-order/index
eGov / Vendor Bill Tracking / Bills
Change Page Font Size : A- A A+
Professor (dept_geology, Department of Applied Geology)
Doctor Harisingh Gour Vishwavidyalaya
dept_geology
Vendor Bill Tracking
HOME
Dashboard
ACTIONS
Purchase Orders
Manage Bills
Manage Employee Bills
Manage Project Bills
SETTINGS
Settings
REPORTS
Reports
Bills
Click on Add bill
Add Bill
View Paid Bills
Reference No Department Vendor Name Payable Amount Bill Passed for (Rs.) Batch No Bill No
Select Department
No results found.
Last Updated: 0 days, 1 hours, 21 minutes and 41 seconds ago
Activate Windows
Go to Settings to activate Windows.
Type here to search
4:39 PM
4/25/2024

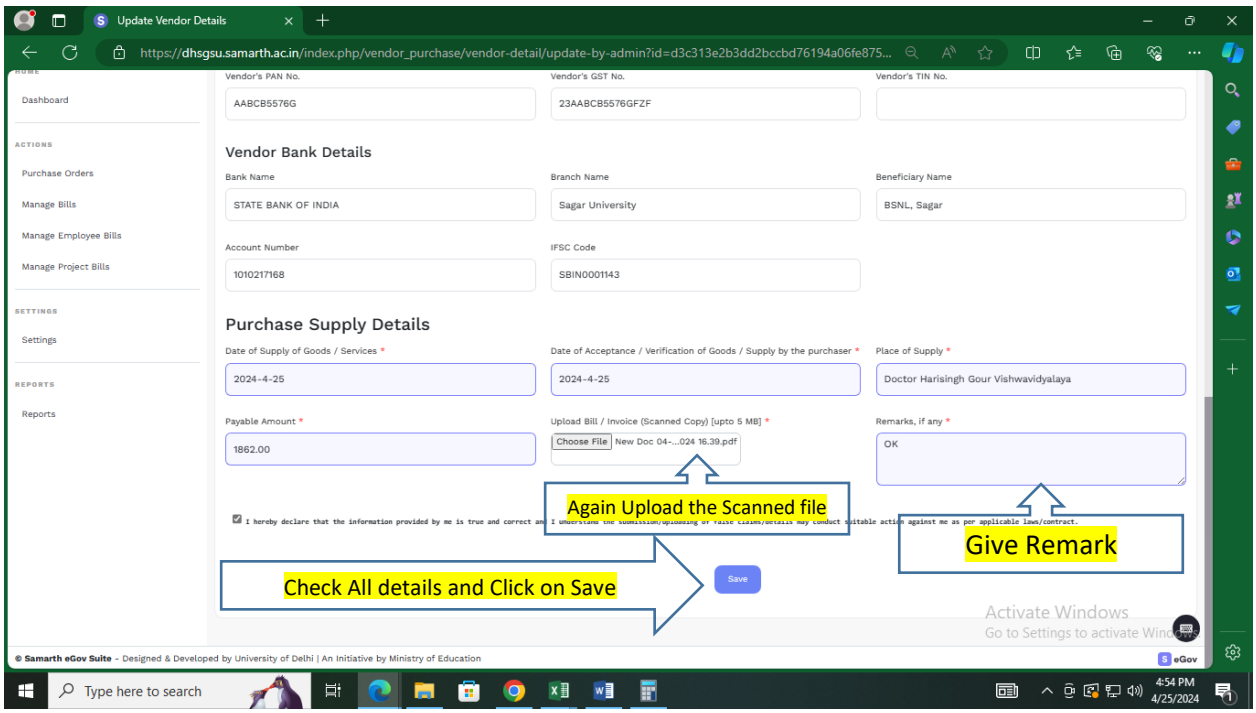


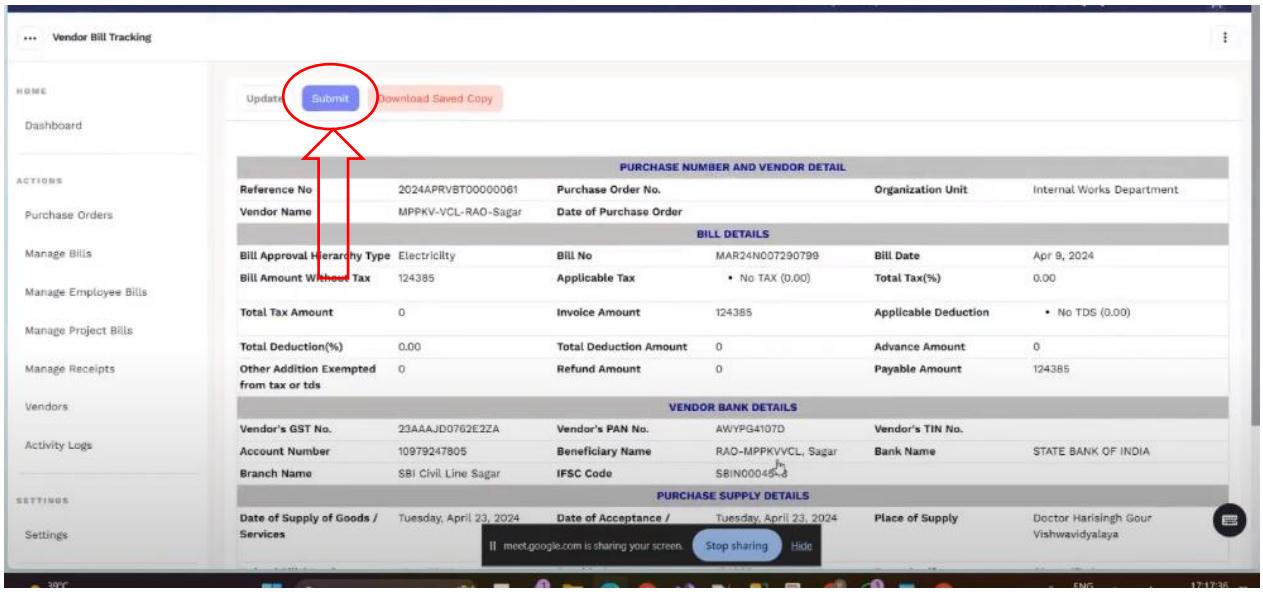
Fill all the Details of BILL in the Form


Add Bill
https://dhsgsu.samarth.ac.in/index.php/vendor_purchase/purchase-order/create
Keep your SCANNED file (PDF FILE) ready to upload here
(Notesheet / bill for direct payment / bill etc.)
Last Date of Verification :
Department change this Date as per need / DUE DATE OF BILL
After Filling All the Bill Details click on Save
Activate Windows
Type here to search
4:41 PM
4/25/2024

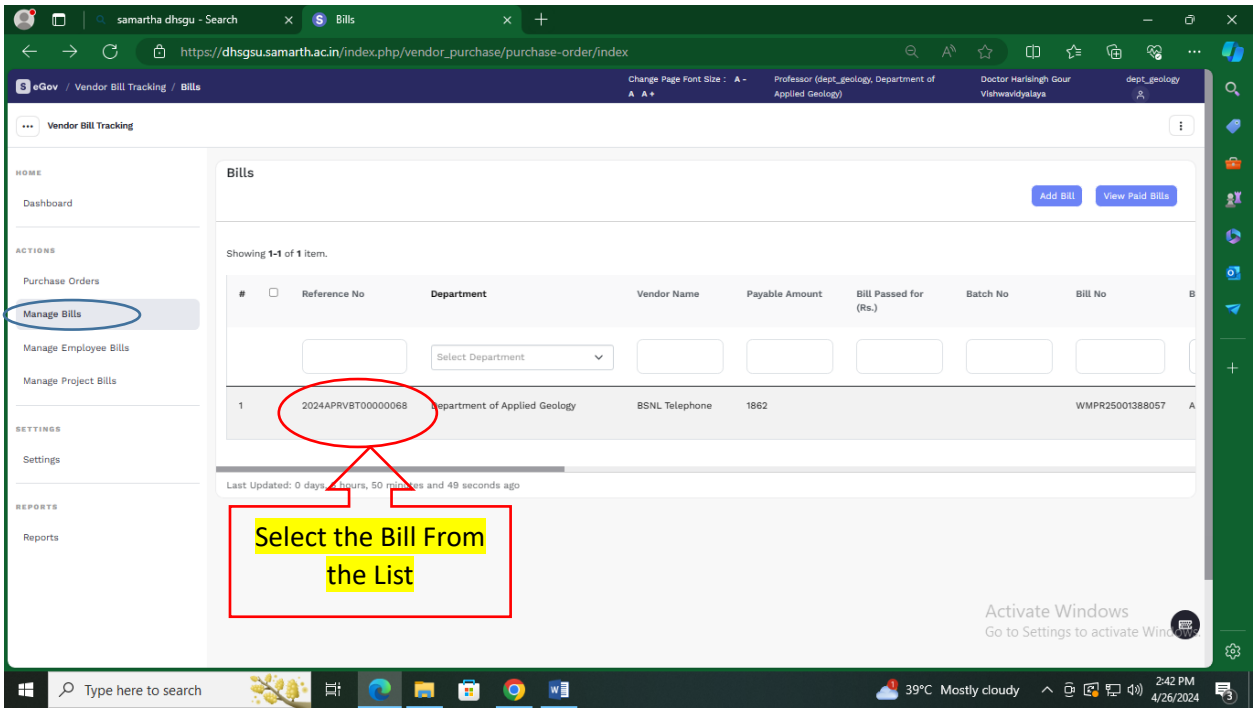
STEP 2 To verify the Bill details

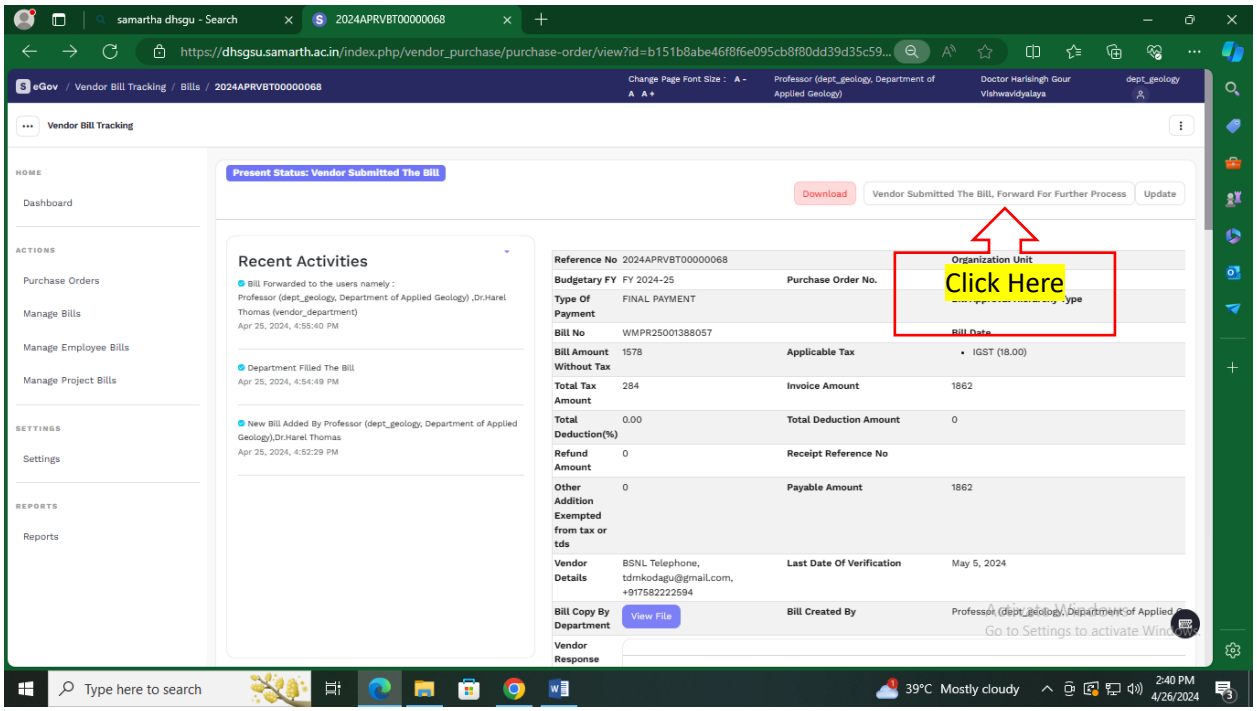


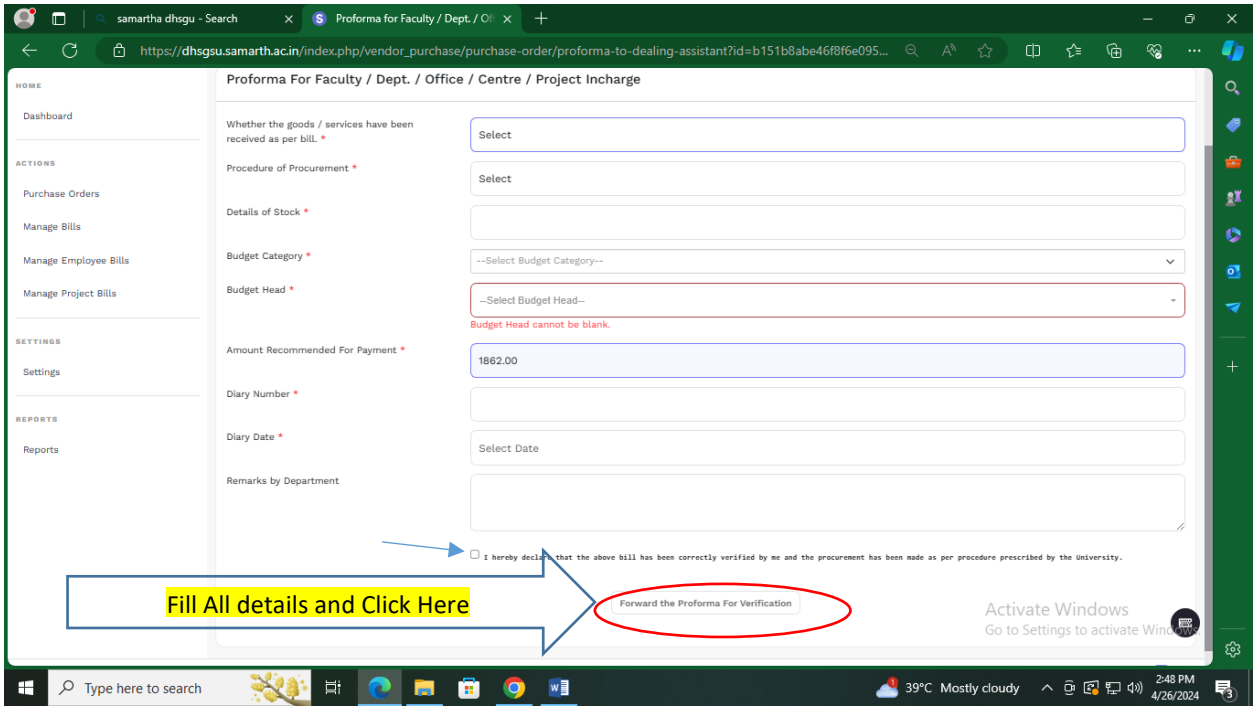


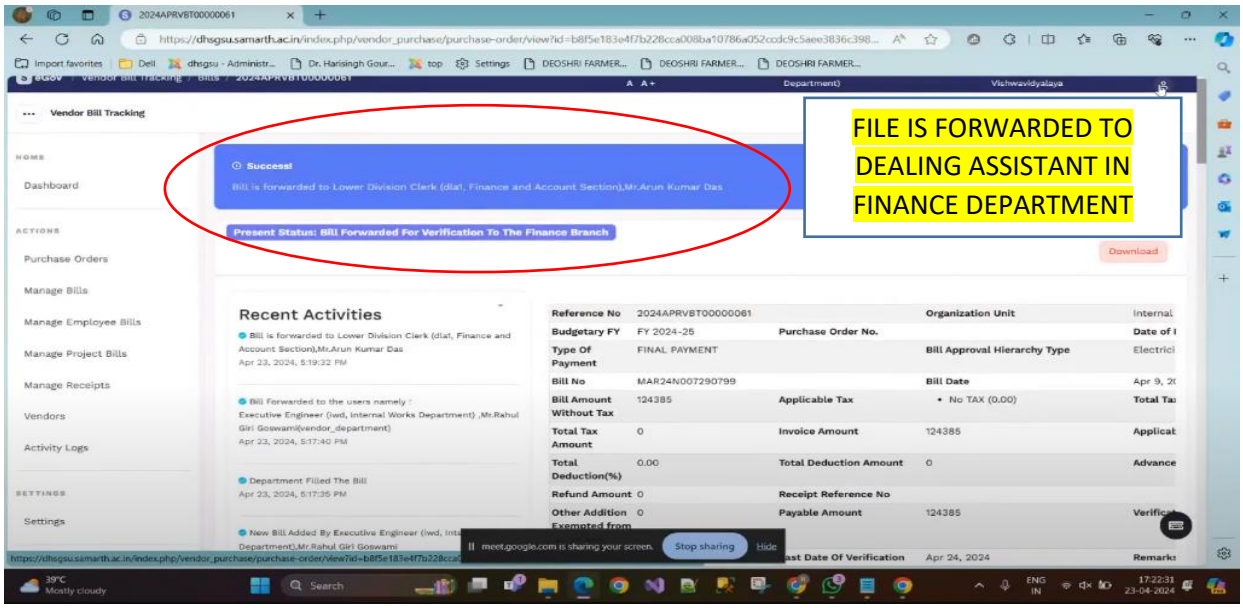


STEP 3- Forwarding the bill for Further Process(TO DEALING ASSISTANT OF FINANCE DEPARTMENT)




samartha dhsgu - Search
2024APRVBT00000068
https://dhsgsu.samarth.ac.in/index.php/vendor_purchase/purchase-order/view?id=b151b8abe46f8f6e095cb8f80dd39d35c59...
eGov / Vendor Bill Tracking / Bills / 2024APRVBT00000068
Vendor Bill Tracking
HOME
Dashboard
ACTIONS
Purchase Orders
Manage Bills
Manage Employee Bills
Manage Project Bills
SETTINGS
Settings
REPORTS
Reports
Present Status: Vendor Submitted The Bill
Download
Vendor Submitted The Bill, Forward For Further Process
Update
Recent Activities
Bill Forwarded to the users namely : Professor (dept_geology, Department of Applied Geology) ,Dr.Harel Thomas (vendor_department)
Apr 25, 2024, 4:55:40 PM
Department Filled The Bill
Apr 25, 2024, 4:54:49 PM
New Bill Added By Professor (dept_geology, Department of Applied Geology),Dr.Harel Thomas
Apr 25, 2024, 4:52:29 PM
Reference No 2024APRVBT00000068
Organization Unit
Budgetary FY FY 2024-25
Purchase Order No.
Type Of Payment FINAL PAYMENT
Bill No WMPR25001388057
Bill Date
Bill Amount Without Tax 1578
Applicable Tax
IGST (18.00)
Total Tax Amount 284
Invoice Amount 1862
Total Deduction(%) 0.00
Total Deduction Amount 0
Refund Amount 0
Receipt Reference No
Other Addition Exempted from tax or tds 0
Payable Amount 1862
Vendor Details BSNL Telephone, tdmkodagu@gmail.com, +917582222594
Last Date Of Verification May 5, 2024
Bill Copy By Department View File
Bill Created By
Vendor Response
Click Here
Type here to search
39°C Mostly cloudy
2:40 PM
4/26/2024


samartha dhsgu - Search
Proforma for Faculty / Dept. / Of
https://dhsgsu.samarth.ac.in/index.php/vendor_purchase/purchase-order/proforma-to-dealing-assistant?id=b151b8abe46f8f6e095...
HOME
Dashboard
ACTIONS
Purchase Orders
Manage Bills
Manage Employee Bills
Manage Project Bills
SETTINGS
Settings
REPORTS
Reports
Proforma For Faculty / Dept. / Office / Centre / Project Incharge
Whether the goods / services have been received as per bill. *
Select
Procedure of Procurement *
Select
Details of Stock *
Budget Category *
--Select Budget Category--
Budget Head *
--Select Budget Head--
Budget Head cannot be blank.
Amount Recommended For Payment *
1862.00
Diary Number *
Diary Date *
Select Date
Remarks by Department
I hereby declare that the above bill has been correctly verified by me and the procurement has been made as per procedure prescribed by the University.
Fill All details and Click Here
Forward the Proforma For Verification
Type here to search
39°C Mostly cloudy
2:48 PM
4/26/2024


FILE IS FORWARDED TO DEALING ASSISTANT IN FINANCE DEPARTMENT
Vendor Bill Tracking
Dashboard
Purchase Orders
Manage Bills
Manage Employee Bills
Manage Project Bills
Manage Receipts
Vendors
Activity Logs
Settings
Success!
Bill is forwarded to Lower Division Clerk (dlat, Finance and Account Section),Mr.Arun Kumar Das
Present Status: Bill Forwarded For Verification To The Finance Branch
Download
Recent Activities
Bill is forwarded to Lower Division Clerk (dlat, Finance and Account Section),Mr.Arun Kumar Das
Apr 23, 2024, 5:19:32 PM
Bill Forwarded to the users namely : Executive Engineer (iwd, Internal Works Department) ,Mr.Rahul Giri Goswami(vendor_department)
Apr 23, 2024, 5:17:40 PM
Department Filled The Bill
Apr 23, 2024, 5:17:35 PM
Reference No 2024APRVBT00000061
Budgetary FY FY 2024-25
Purchase Order No.
Type Of Payment FINAL PAYMENT
Bill Approval Hierarchy Type
Bill No MAR24N007290799
Bill Date
Bill Amount Without Tax 124385
Applicable Tax
No TAX (0.00)
Total Tax Amount 0
Invoice Amount 124385
Total Deduction(%) 0.00
Total Deduction Amount 0
Refund Amount 0
Receipt Reference No
Other Addition 0
Payable Amount 124385
Exempted from
Apr 24, 2024
meet.google.com is sharing your screen.
Stop sharing
Hide

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