



**M. P. MADHYA KSHETRA VIDYUT VITARAN CO. LIMITED**

(Government of M. P. Undertaking)

Nishtha Parisar, Bijalce Nagar, Govindpura, Bhopal – 462023

☎ 0755-2678280, 2678325; Fax: 2589821 Website: [wss.mpcz.co.in](http://wss.mpcz.co.in)

No. MD/CZ/05/Dir (F)/

Dated:

/2013

**: CIRCULAR :**

Sub: Sanctioning of Estimates through ERP.

-00-

In order to establish the ERP System following circulars have already been issued –

- Sanctioning Authority Code issued vide circular no. MD/CZ/05/Dir (F)/2390 dated 24.09.2012.
- Revised Scheme Codes vide circular no. MK/05/Accounts/CIR/01/4082 dated 31.12.2012.

2. It has been observed that field officers currently are manually allotting estimate number on print out of hard copies from ERP. With the introduction of Budget for Capital works and administrative approval through ERP, it has now become necessary that the estimates shall also be sanctioned by sanctioning authority through ERP. In supersession of earlier orders regarding sanction of estimates manually, it is decided that from **1<sup>st</sup> August, 2013**, no estimates shall be sanctioned manually, all the estimates shall be sanctioned through Project Module in ERP System. The Project Module has been so devised that the print out of system generated estimates can be taken & shall be used for all correspondence, drawal / return of material from / to Area Stores, passing of the Bills, Work Completion Report along with preparation of Annexure "G" and Capitalization.

3. Since, the Accounts are still being maintained in FA System, till migration to ERP System, the arrangements have been so made that alongwith the system generated estimate number, legacy estimate number will also be appearing in the printout of system generated estimates. Copy of sanctioned estimate is attached and structure of ERP estimate number and legacy estimate numbers along with location code in ERP is also attached for reference. This legacy estimate number will only be used by Area Store alongwith ERP generated estimate number for data entry and Finance Section for accounting. With the migration of Accounts preparation from FA System to ERP, this practice will stop and only the ERP generated estimate number will prevail.

4. All the authorities who have been empowered to sanction estimates as per Delegation of Power shall observe the above guidelines strictly from **1<sup>st</sup> August 2013**. No material will be issued and subsequently no payment shall be made for sanctioned estimates which do not have a ERP System generated estimate number after **31.07.2013**.

Encl: A/a

(Sanjay Shrivastava)  
DIRECTOR (FINANCE)

No. MD/CZ/05/Dir (F)

1767

Dated:

29/07/2013

Copy to :-

1. PS to MD, MP MK VV CL, Bhopal
2. The Director (Comm), O/o MD, MP MK VV CL, Bhopal
3. The Senior Advisor, O/o MD, MP MK VV CL, Bhopal
4. The Chief General Manager (HR&A), O/o MD, MP MK VV CL, Bhopal
5. The Chief General Manager (BR) / (GR), MP MK VV CL, Bhopal / Gwalior
6. The Chief General Manager (W&P) / (Purchase) / (PLM) / (IT) / (QCMM) / (RP) / (UP), O/o MD, MP MK VV CL, Bhopal
7. The Senior Law Advisor, O/o MD, MP MK VV CL, Bhopal
8. The Addl. Director (Finance), O/o MD, MP MK VV CL, Bhopal
9. The Public Relation Officer, O/o MD, MP MK VV CL, Bhopal
9. The General Manager (City Circle) / (O&M), MP MK VV CL, Bhopal / Sehore / Vidisha/ Rajgarh/ Hoshangabad/ Betul/ Gwalior / Guna/ Shivpuri/ Morena/ Bhind / Sheopur
10. The General Manager (Civil) / Vigilance / Store / STC, MP MK VV CL, Bhopal / Gwalior.
11. The Dy. Director (Bills), O/o MD, MP MK VV CL, Bhopal
12. The Dy. General Manager (FR) / (E&CM) / (Budget) / (Revenue), O/o MD, MP MK VV CL, Bhopal
13. The Regional Accounts Officer, (O&M) / (City Circle)/HOAU/ AU CGM(BR)/AU CGM (GR), MP MK VV CL, Bhopal / Sehore / Vidisha/ Rajgarh/ Hoshangabad/ Betul/ Gwalior / Guna/ Shivpuri/ Morena/ Bhind/ Sheopur.
14. Shri Mazhar Khan, O.A. Gr II, Server Room, O/o MD, MP MK VV CL, Bhopal.
15. TCS Finance Lead, Data Center, MP MK VV CL., Bhopal.
16. Office copy.

DIRECTOR (FINANCE)

**Projects**

Project Resources Workplan Control Financial Reporting Supplier  
 Project Basic Details Project Overview Overview Directory History & Scope/Attachments Relationships Attachments

Project Setup  
 \* Indicates required field

Personalize "Basic Information"  
 Personalize Default Double Column: (ProjBasicInformation)  
 Operating Unit **MADHYA PRADESH MADHYA KSHETRA VIDYUT VITARAN Co Ltd**  
 Public Sector \* No  
 Yes  
 City/Village Nalkheda  
 State / Region Madhy Pradesh  
 Country India  
 \* Estimate Sanction No. 21-179-110305-13-5001  
 \* Project/Estimate Name Estimate for P.S. to 1 No 10 HP agriculture connection at  
 ERP Project Number **86619**  
 Co/Circle/Division OSM Dn Bhopal  
 Legacy Estimate Number 21-179-3305-13-5001  
 Project Type Deposit Capital Proj  
 Status **Approved** [Change Status](#)

Personalize Default Single Column: (ProjBasicInformation2)  
 Description Estimate for supply to 1 No 10 HP pump connection at Village Nalkheda to Sh Ramlal Kushwah S/o Sh Munshilal Kushwah under Berasia DC of OSM Dn Bhopal

Personalize "NewStackLayout"  
[Submit Report](#) [View Report](#)  
 Personalize "Dates"

**Dates**

Personalize "This table lists the relevant date..."

Start Date	Finish Date	Duration (Days)	As Of Date
<b>Project</b> 22 Jul-2013	31-Mar-2014		
<b>Target</b>			
<b>Transaction</b>			
22-Jul-2013	31-Mar-2014	253	09-Jul-2013
22-Jul-2013	31-Mar-2014	253	09-Jul-2013

✓ TIP date format example: 24-Jul-2013

**Other Project Setup**

Personalize "Setup"  
 Classifications  
 Team Members

Additional Information  
 Estt No

**Related Setup**  
 Project  
 Resources  
 Reporting

Personalize Stack Layout  
 Need Project Closure Checklist? **Yes**

[Revert](#) [Save](#)

## STRUCTURE OF SYSTEM GENERATED ESTIMATE NUMBERS

ERP Estimate No. (System Generated)	Legacy Estimate (System Generated)
Example – 21-179-110306-13-5001 (17 Digits)	Example- 21-179-3306-13-5001 (15 Digits)
Digit 1 & 2 - Sanctioning Authority	Digit 1 & 2 - Sanctioning Authority
Digit 3, 4 & 5 - Scheme Code	Digit 3, 4 & 5 - Scheme Code
Digit 6 to 11 - Location Code (wherein)	Digit 6 to 9 - Location Code (wherein)
Digit 6 - Company	Digit 6 & 7 - Circle
Digit 7 - Region	Digit 8 & 9 - Division
Digit 8 & 9 - Circle	Digit 10 & 11 - Financial Year
Digit 10 & 11 - Division	Digit 12 to 15 - Running Sl. No.
Digit 12 & 13 - Financial Year	
Digit 14 to 17 - Running Sl. No.	

**Location Code as per Finance Chart of Account Segment in ERP**

S/NO	Location	Code	ORG. TYPE
1	CMD Office Bhopal	1001	Corporate Office
2	Head Quarter-Accounting Unit(CMD)	1002	HAOU
3	Head office Bhopal Region	1101	Regional Office
4	City Circle Bhopal	1102	Circle
5	O & M Circle Bhopal	1103	Circle
6	O & M Circle Vidisha	1104	Circle
7	O&M Circle Sehore	1105	Circle
8	O&M Circle Rajgarh	1106	Circle
9	O&M Circle Hoshangabad	1107	Circle
10	O&M Circle Betul	1108	Circle
11	City Div (S) - Bhopal	110201	Divison
12	City Div (N) - Bhopal	110202	Divison
13	City Div (E) - Bhopal	110203	Divison
14	City Div (W) - Bhopal	110204	Divison
38	STC Dn O&M Bhopal	110384	Division
44	STM Dn CC Bhopal	110285	Division
15	O & M Div Bhopal	110305	Divison
16	O & M Div Obedullaganj	110306	Divison
17	O & M Div Nasurullaganj	110307	Divison
18	O & M Div Raisen	110308	Divison
19	O & M Div Bareilly	110309	Divison
20	O & M Div Mandideep	110310	Divison
21	O & M Div Vidisha	110411	Divison
22	O & M Div Basoda	110412	Divison
23	O & M Div Sehore	110513	Divison
24	O & M Div Ashta-I	110514	Divison
25	O & M Div Rajgarh	110615	Divison
26	O & M Div Blaora	110616	Divison
27	O & M Div Narsinghgarh	110617	Divison
28	O & M Div Itarsi	110718	Divison
29	O & M Div Hoshangabad	110719	Divison
30	O & M Div Harda	110720	Divison
31	O & M Div Pipariya	110721	Divison
32	O & M Div Betul (N)	110822	Divison
33	O & M Div Betul (S)	110823	Divison
34	O & M Div Multal	110824	Divison
43	STC SDn Betul	110884	Division
50	STM Dn Betul	110885	Division
35	MT -1 Dn Bhopal	110176	Division
36	MT -2 Dn Bhopal	110177	Division
37	STC Dn CC Bhopal	110284	Division
39	STC Dn Vidisha	110484	Division
40	STC Dn Sehore	110584	Division
41	STC Dn Rajgarh	110684	Division
42	STC SDn Hoshngabad	110784	Division
45	STM Dn Bhopal	110385	Division
46	STM Dn Vidisha	110485	Division
47	STM Dn Sehore	110585	Division
48	STM Dn Rajgarh	110685	Division
49	STM Dn Hoshangabad	110785	Division
51	MTRU Dn Bhopal	110186	Division
52	HT Maintenance Dn Bhopal	110287	Division
53	LTMT -1 Dn Bhopal	110189	Division
54	LTMT -2 Dn Bhopal	110190	Division
55	Civil Dn Bhopal	110182	Division

## Location Code as per Finance Chart of Account Segment in ERP

S.NO	Location	Code	ORG_TYPE
1	CE Gwalior region	1201	Regional Office
2	City Circle Gwalior	1202	Circle
3	O&M Circle Gwalior	1203	Circle
4	O&M circle Morena	1204	Circle
5	O&M Circle Bhind	1205	Circle
6	O&M Guna	1206	Circle
7	O&M Circle Shivpuri	1207	Circle
8	O&M Circle Sheopur	1208	Circle
9	MT -1 Dn Gwalior	120176	Division
10	MT -2 Dn Gwalior	120177	Division
11	City Div (S) - Gwalior	120250	Division
12	City Div (C) - Gwalior	120251	Division
13	City Div (N) - Gwalior	120252	Division
14	City Div (E) - Gwalior	120253	Division
15	Malanpur ( IGC )	120254	Division
16	O & M Div Gwalior	120355	Division
17	O & M Div Dabra	120356	Division
18	O & M Div Datia	120357	Division
19	O & M Div Morena -I	120458	Division
20	Morena-II	120459	Division
21	Sabalgarh	120460	Division
22	Ambah Division	120483	Division
23	O & M Div Bhind	120561	Division
24	Div Mehgaon	120562	Division
25	Div Lahar	120563	Division
26	Div Gohad	120564	Division
39	STC Dn Bhind	120584	Division
27	Div Guna	120665	Division
28	Div Raghogarh	120666	Division
29	Div Ashoknagar	120667	Division
30	Div Mungaoli	120668	Division
31	Div Shivpuri-1	120769	Division
32	Div Shivpuri-2	120770	Division
33	Div Pachhore	120771	Division
34	O & M Div Sheopur(S)	120872	Division
35	O & M Div Sheopur(N)	120873	Division
36	STC Dn City Gwalior	120284	Division
37	STC Dn O&M Gwalior	120384	Division
38	STC Dn Morena	120484	Division
40	STC Dn Guna	120684	Division
41	STC Dn Shivpuri	120784	Division
42	STC Dn Sheopur	120884	Division
43	STM Dn City Gwalior	120285	Division
44	STM Dn O&M Gwalior	120385	Division
45	STM Dn Morena	120485	Division
46	STM Dn Bhind	120585	Division
47	STM Dn Guna	120685	Division
48	STM Dn Shivpuri	120785	Division
49	STM Dn Sheopur	120885	Division
50	MTRU Dn Gwalior	120186	Division
51	LTMT -1 Dn Gwalior	120189	Division
52	LTMT -2 Dn Gwalior	120190	Division
53	Civil Dn Gwalior	120182	Division