

Process flow for preparation of the estimates in SAP-ERP and process of onward submission to PP&D wing for A&FS

- The AEN (T&C/ Civil/ PLCC) will use the transaction codes (as indicated above) as per their requirement for preparation of the estimates for departmental/ deposit works.
- An unique estimate number will be generated by the SAP-ERP.
- Only estimates prepared by using SAP-ERP shall be considered for approval in future. The hard copy extracted from the SAP-ERP shall be sent with the case file of A&FS to PP&D wing.
- An automatic mail will be triggered to the SE (T&C/ Civil/PLCC)s, AO (T&C), ZCE (T&C)s/ SE (P&P) for intimating the brief details of the estimate, as soon as AEN (T&C) saves the estimate in the system.
- The SE (T&C)/ AO (T&C) will have the added facility to check the estimate with reference to the unique number.
- The SE (P&P) can check the estimate by unique number, correct it for further use or can intimate the T&C wing for verification of the corrected estimates. This will minimize the time required for moving the cases to corporate level and corrections and revision time by T&C/ Civil/ PLCC wing.
- After administrative and financial approval; P&P wing will create a WBS for the approved project and link the estimate with the unique number with the WBS number in newly customized user tab created in CJ20N.
- The circle Accounts Officer should check the approved estimate in before changing the status of the WBS to VEFI.
- The Technical sanction of the work should also be accorded by the T&C wing as per the estimate in SAP-ERP.
