[User Manual]

# Indian Railway Works Contract Management System (IR-WCMS)

Entry of Old Live (Manual/Offline) Contracts Module

Version 1.0



#### Welcome to IR-WCMS

After typing URL in the address bar of Web Browser, the IRWCMS main screen appears as:



After logging into the application by existing user credentials, the user is taken to Home Page as shown below:

$\sim$	)	For	IR-WCMS : Works	Contract Management System	1	Welcome Vijende (Sr. DEN (C
	Contract ~ 🛛 Measurements	<ul> <li>Billing &lt;</li> </ul>	New Item ~ 2 Contract Variation ~ 2 Zonal Work Order ~ 2 Corr	respondence - 🖉 Miscellaneous - 🖺 Report - 🖉 Administration -	🔳 Message Co	enter 🕐 🔞 Help
tifi	cations		ial LOA: Statistics		Inbox(s): Summary	
D	DC expired or expiring in next 3	0 days. 182	Detail LOA Statistics	LOA Statistics in Tabular Format	Contract(s) Received	30
PI	G expired.	208	225		Measurement(s) Received	0
8	reement(s) Signed by CSA	24	186 173		Bill(s) Received	0
Ze	ew item(s) proposal sanctioned.	. 😶	160 147	Snarial Winks	Extension of DOC Received	21
D	OC Extension Approved	ŏ	121	Zonal Works	New Item(s) Received	0
			95	Other Works	Contract Variation Received	0
			56 43		Zonal Work Order Received	6
			30		Correspondence(s) Received	10
ntr	act(s)					
	LOA No.	LOA Date		Name of Work		
	00867020010443	25/11/2019	Provision of porch upto escalator and providing pedestrian pathway free + Show more	om entry to escalator near FOB III at New Delhi railway s		12
	01093700009673	13/11/2019	Repair to PF 1 and Extension of P.F1, 2 & amp; 3 and allied works at	DSJ in the section of SSE/W/HNZM under DEN/W-II.		œ
	01111190008686	24/10/2019	Upgradation of infrastructure facilities at Diesel shed Tughlakabad ie r + Show more	elaying of 28mlong pit line no. 1(DLI end) & 2		2
		17/10/2019	Provosion of multi sports facilities shed over the basket ball court at K	S.Stadium in the S/o SSE/W/PG under ADEN/E-III		68
	01359130008164		Annual zone for repair and maintenance of staff quarters and service i	building in the section of SSE/W/MOZ under ADEN/MUT for		(2)
	01359130008164 01166230001625	31/05/2019				



## **Old Live Contract Module Menu on Home Page of IRWCMS**



User needs to click upon link "**Contract**" menu and click on the sub-menu "**Entry of old Live Contract**". A new screen opens namely '**Contract > Entry of old Contract**' as under:

User has to fill all the basic details regarding old Live Contract



Old Contract Basic Details				<b>O</b> Help	
Whether Tender done on IREPS Portal :	Yes	∨ Tender Number : **	Tender Number Q	IPAS Agreement Code : **	IPAS Agreement Code
Agreement Description in IPAS :	Agreement Description in IPAS				
Agreement No.: **	Agreement Number	Agreement Date: ** :	Agreement Date	Number of UWID's. :	0 + Add
Name of Work: **	Name of Work				
LOA Number (IREPS Number) :	LOA Number (IREPS Number)	LOA Number (Manual) :	LOA Number (Manual)	LOA Date: **	🚔 LOA Date
Name of Contractor. : **	Name of Contractor.	Q Contractor Code: **	Contractor Code	Contractor Address :	Contractor Address
Contractor Mobile Number:	Contractor Mobile Number	Contractor PAN Number.:	Contractor PAN Number	Contractor GSTIN Number:	Contractor GSTIN Number
Contractor IFSC Code:	Contractor IFSC Code	Contractor Bank A/c Number:	Contractor Bank A/c Number	Contractor Bank Name:	Contractor Bank Name
Contractor Bank Address :	Contrctor Bank Address				
Expenditure Type :	-[-Select-]-	✓ Nature of Contract*	-{-Select-}-	Type of Work Contract : *	{-Select-}

## Entry of old Live Contracts Basic Details Screen

i

Contractor Bank Address :	Contrctor Bank Address				
Expenditure Type :	-[-Select-]-	Nature of Contract :*	-[-Seleci-]-	Type of Work Contract .*	-[-Select-]-
	101 Ameri	Latest Devised Cent	Latest Deviced Over		
LOA Amount : *	LUA Amount	Latest Revised Cost :	Latest Revised Cost	Original DOC: *	Conginal DUC
Latest DOC-	🚔 Latert DOC	Number of Times DoC Extended	0 + 441	· · · · · · · · · · · · · · · · · · ·	0 + 441
2400,000	Enter 000	Hamber of Hinds 500 Extended .		Amount of PG	· · · ·
Amount of SD Available with Railway . :	Amount of SD Available with Railway	Number of On Account Bill's Released.	Number of On Account Bills Released	Date of Final Bill :	A Date of Final Bill
,					
Final Bill Amount :	Final Bill Amount	Cumulative Amount of Bill's Released :	Cumulative Amount of Bills Released	Date of Release of PG :	Date of Release of PG
Date of Release of SD :	Date of Release of SD	Bill's Passed in IPAS.	0 + Add		
Brief Reason for Delay :	Brief Reason for Delay.				
Remarks :	Remarks.				
Save					



If tender already done on IREPS Portal then user have to select tender number using search icon, if not then user have to fill tender number.

Contract > Entry of old Live Contracts				
Search Agreement to Edit/View :	Agreement Number	CO List Agreement(s)		
Old Contract Basic Details				
Whether Tender done on IREPS Portal :	Yes  -{-Select-}- Yas	Tender Number : **	Tender Number Q	>
Agreement Description in IPAS :	No Agreement Description in IPAS			
Agreement No.: **	Agreement Number	Agreement Date: ** :	Agreement Date	
Name of Work: **	Name of Work			
LOA Number (IREPS Number) :	LOA Number (IREPS Number)	LOA Number (Manual) :	LOA Number (Manual)	

		Į
Tender Number : **	Tender Number	٩

On clicking search button following popup will open.



nt	ract Type:	Works			<b>∨</b> G0		
ov 10 rie	v v					Search:	
#	Tender Number	Tender Publishing Date	Department Name	Tender Calling Authority	Tender Amount	Tender Description	Select
1	65-2018-19-W-V	31/12/2018	DELHI DIVISION- ENGG	Sr.DEN/V	9924425.13	Improvement of facia of Okhla station building and development of parking, augmentation of water supply & sewerage system and improvement of circulating area and other allied works in the section of SSE/W/HNZM (line) under ADEN/HNZM	~
2	54-2018-19-W-V	31/12/2018	DELHI DIVISION- ENGG	Sr.DEN/V	18313441.84	Upgradation of station building improvement to facade replacement of doors and window, Toilets, store rooms, provision of SS office etc. Improvement to water supply by under ground & overhead tanks etc. at Palam, & Bijwasan, railway station on DE-RE section and Ballabhgarh, Faridabad Town on HNZM, PWL section.	
3	64-2018-19-W-V	31/12/2018	DELHI DIVISION- ENGG	Sr.DEN/V	15593722.6	Provision of heavy duty standard height gauge , fencing, metalled surface , toilet and water supply arrangement at 16 I-Xing's of DLI-RE, 12 I- Xing's of HNZM-PWL and 7L-xings /RUBs of ring Railway, merger of I-xing by construction of merger road LC no. 32 in to LC no. 31 & amp; LC no. 40 with LC no. 39 on DEE-RE section	

User has to select one of the tender number .

After selecting the tender number, user has to select IPAS Agreement code

IPAS Agreement Code : **	IPAS Agreement Code	Q
		$\Lambda$
		٦ſ



how 10 ntrie	<b>∨</b> S			Search:	
# ^	Agreement Code	Agreement Value	Agreement Date	Short Description	Select
1	0103WC20000012	15923349.97	20/08/2025	<ol> <li>Deep screening by BCM Total 26.10 TKMS in ADEN Akola and ADEN Badnera section under Sr. DEN (East) Bhusawal Jurisdiction.</li> <li>Manual Shallow Screening of Touts in various yard of BSL Division Total 153 Nos.</li> </ol>	
2	01020520000042	2239440	20/05/2022	Supply of portable drinking water though road tanker under ADEN (M) Panvel West section.	~
n	044000400047	347404343	40/40/0000	Dealers and of a dation had also of electronic based on her	_

After selecting IPAS code, user has to fill all the basic details and click on **Save** button.

Once user save the data, then if user wants to see the details again then he/she fetches all the basic details of old live contract by clicking on List Agreement(s) button.

1	Nome	🖉 Contract 🗸	Measurements v	🖉 Billing 🗸	🖌 🛛 New Item 🗸	Contract Variation	v 🛛 Z	Zonal Work Order v	1	Correspondence ~	Miscellaneou
	0	Contract > E	Entry of old Live Contra	acts							
		Searc	ch Agreement to Edit/Vi	ew : A	greement Number		GO	List Agreement(s	)		
	Old C	ontract Basic	: Details								



	Walson
na	In the Entry of Old Live Contract Module we can perform below steps:-
	Step 1. Enter the all basic details of Old Live Contract then Click the Save Button
	Step 2. Fetch the all basic details of Old Live Contract by Search Agreement List Agreement(s) Button
Re	Step 3.:- Administration - Message Center 9
	(a) Click ADD Button to Add Number of UWID's.
	(b) Click ADD Button to Add Number of Times DoC Extended.
	(c) Click ADD Button to Add Number of PG Instrument Details.
	(d) Click ADD Button to Add Number of Bill IPAS Details.
	(e) Click Update Button to Save all above details.
	(f) Finally Click Confirm Button to submit the Old Live Contrct details.
	😧 Help

User can add any number of UWID by clicking following Add button

			1
Number of UWID's.	0	+	Add

		ID	Select UWID	×
C	UWID Deta	ails		
UWI	D 🌞		2001 Please Enter at least 4 characters	
Sele	ct Railway		Northern Railway Select Division -Select Select Select	❤ Go
Show			Search:	
10 entries	*			
# 🔺	Plan Head	UWID	Work Name	Select
1	16	050216092001	Bahadurgarh Conversion of loop line No.1 and 4 into common loop.	
2	16	050216072001	Ballabhgarh Yard - Alternative routes to Steel Authority of India Limited siding	
3	16	050216082001	Provision of direct connection of line no. 5 & 6 at Adarsh Nagar Delhi	
4	16	050216032001	Tughlakabad - Tughlakabad East - Integration of line No 23 & 24 with coaching yard to develop independant corridors	
5	17	050217062001	Business continuity & disaster recovery system for unreserved ticketing system - pilot project for Northern, North Central & North Western Railways	
6	17	050217102001	National train enquiry system (NTES) - System upgradation	
7	17	050217022001	Northern Railway - Extension of RDBMS	
8	17	050217042001	Northern Railway - Extension of RDBMS (Phase-II)	



#### If DOC was extended by user, then user has to fill all the details of extended DOC

Number of Times DoC Extended. :



On Clicking add button following popup will open :

DFC	Add	Extensi	on Details.							×
ARN	•	Extensio	on Details							*
		#	Extension Numb	ber	Extension I	Jp to	Reason for Extens	sion		
		1	EXT-1		19/02/20	21	yguyg		1	
leve		2	EXT-2		20/02/20	21	drtr		<b>H</b>	
2695										<b>.</b>
31/	Exten	ision No. :		EXT-3		Extension Gra	nted Up to. :	m Ext. Upto.		
	Reas	on for Exter	nsion. :	Reason for E	xtension.					
mou										11
nal										
Da								×	Close	Save

PG Amount will be added by following Add button

On Clicking add button following popup will open:



Add PG Details          Image: space of period of period	PG Details     PG Details     PG Details     Type of Instrument Instrument Instrument Organization Amount Valid Upto Received Uploaded December Delete     1 BG 12 09/02/2021 HDFC Bank Ltd. 1000.0 30/05/2022 10/02/2021 \$022(5)      (2),pdf     pe of [-Select Instrumer No.* Instrument No. Instrument Date:     uing ganization:     Issuing Organization Amount: Amount Valid Upto: Valid Upto: Valid Upto 10					Contracto	r PAN Number.:	Contract	or PAN Numbe	er			
Free PG Details         #       Type of Instrument       Instrument       Instrument       Issuing Organization       Amount       Valid Upto       Received On       Uploaded Document       Delete         1       BG       12       09/02/2021       HDFC Bank Ltd.       1000.0       30/05/2022       10/02/2021       \$	PG Details           Type of Instrument         Instrument         Issuing         Amount         Valid Upto         Received         Uploaded         Delete           1         BG         12         09/02/2021         HDFC Bank Ltd.         1000.0         30/05/2022         10/02/2021         4.02.(5)         (2),rdf         (2),rdf <th>Add PC</th> <th>ΒD</th> <th>Details</th> <th></th> <th></th> <th></th> <th></th> <th></th> <th></th> <th></th> <th></th> <th>&gt;</th>	Add PC	ΒD	Details									>
Type of Instrument       Instrument No.       Instrument Date       Issuing Organization       Amount       Valid Upto       Received On       Uploaded Document       Delete         1       BG       12       09/02/2021       HDFC Bank Ltd.       1000.0       30/05/2022       10/02/2021       4.02.(5) (2).pdf       Image: Comparison of the c	Type of Instrument       Instrument       Instrument       Issuing Date       Amount       Valid Upto       Received On       Uploaded Document       Delete         1       BG       12       09/02/2021       HDFC Bank Ltd.       1000.0       30/05/2022       10/02/2021       \$	<ul> <li>PG Details</li> <li># Type</li> <li>Instruit</li> <li>BC</li> </ul>		etails									
1       BG       12       09/02/2021       HDFC Bank Ltd.       1000.0       30/05/2022       10/02/2021       \$ 02.(5) (2).pdf       Image: Construment of the second sec	1       BG       12       09/02/2021       HDFC Bank Ltd.       1000.0       30/05/2022       10/02/2021       4.02.(5) (2).pdf       Image: 100000         pe of strument*       [-Select Instrumer       Instrument No.*       Instrument No.       Instrument No.*       Instrument No.			Type of nstrument	Instrument No.	Instrument Date	Issuing Organization	Amount	Valid Upto	Received On	Uploade Docume	nt Delete	*
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ssuing Issuing Organization Amount: * Amount Valid Upto: * Valid Upto	suing ganization: *     Issuing Organization     Amount: *     Amount     Valid Upto: *     Valid Upto       aceived On: *     Received On     Image: Choose File     No file chosen     1mage: Choose File	nstrumer	nt *		[-Select Instrun	ne 🗸 Ins	trument No. *	Instrument	No	Date: *	li	nstrument Date	
	ceived On: * Received On 🛗 Upload Doc: *max size 5MB Choose File No file chosen 🔔	ssuing Drganiza'	tion:	*	ssuing Organiz	ation An	nount: *	Amount		Valid Upto: *	\	/alid Upto	
Received On: * Received On International Upload Doc: *max size 5MB Choose File No file chosen		Received	On:	:* F	Received On	Dp Up	load Doc: <sup>*</sup> max size	e 5MB	Ch	oose File No fi	ile chosen		1

No. of bill passed in IPAS will be added by clicking on following add button:

Bill's Passed in IPAS. :	1	+	Add	
Din 3 Tussed in it ASI.	1		Auu	

75.78				Lat	est Revised Cost :	Latest Revised Cost			Original D
Add I	Bill	IPAS Detail	s.						×
•	Bill I	PAS Details							
	#	Bill Number	Gross Amount	Released Amount	Security Amount	Deducted Amount	Bank Account Number	Bank Name	
	1	123	4567.0	567.0	865.0	50.0	1213323234343	State Bank of India	<b>a</b>
									Ψ.
Bill Nu	Imber			Bill Number.			Gross Amount :	Gross Amount	
Releas	leleased Amount :			Released Amount		Security Amount :		Security Amount	
Other	ther Deducted Amount :			Other Deducted Amo	unt		Bank Account Number :	Bank Account Number	
Bank N	Name			Bank Name					
								× Close	🖹 Save
	_								

IRWCMS: Entry of Old Live (Manual/Offline) Contacts Module



Once user fill all the data, he has to click on Update button and then click on confirm button.

🖹 Update



After clicking on **confirm old live contract** button, agreement goes for billing.

After returning from billing, user has to select either filled/updated from dropdown and click on "Confirm and Redirect to Physical bill Screen"

Declaration regarding Old Live Contract Details.	
✓ lagree that, i have <u>-{-Select-} ∨</u> correct details of the contract. -{-Select-}- Inted updated	Confirm and Redirect to Physical Bill Screen.



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IRWCMS: Entry of Old Live (Manual/Offline) Contacts Module