



RAJASTHAN RAJYA VIDYUT PRASARAN NIGAM LIMITED

(AN ISO 9001-2008 CERTIFIED COMPANY)

Corporate Identity Number (CIN): U40109RJ2000SGC016485

Vidhyut Bhawan, Jyoti Nagar

Jaipur-302005

No. RVPN/CMD/CE(IT)/SAP/ /D. 197

Dated 10-07-2018

Addl. /Chief Engineer (PPD/Cont./Proc./Civil/LD/NPP&R/MPT&S),
Zonal Chief Engineer (T&C-JP/AJ/JDP),
Secretary (Admin),
Superintending Engineer (PPD/Cont./Proc./Civil/LD/NPP&R/MPT&S),
RVPN,

Sub: Implementation of SAP ERP in RVPN-PO/WO generation through SAP-ERP

Vide DO letter No. 389 dated 19.09.2017 orders were issued that only system generated POs/WOs should be sent to Vendor. However it has come to notice that POs/WOs are not being created in SAP ERP system before sending the same for checking/vetting/approval. POs/WOs are being created in SAP-ERP at the time of releasing the payment against POs/WOs.

You are therefore advised to create POs/WOs in the system right at the time of issuing the same and in order to ensure it, system generated PO should only be signed by the purchasing authority and issued to vendor.

I would also like to inform you that the facility of adding text/conditions in SAP generated PO/WO is already available. Moreover, if there are any special terms and conditions, which are required to be mentioned and cannot be applied in PO screen (ME21N) of SAP system, the same can be included as annexure/part of PO and can be attached to system generated PO.

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(Sanjay Malhotra)

Chairman & Managing Director

Copy to the following for information and needful:

1. Director (Op./Tech./Fin.), RVPN, Jaipur
2. Chief COA, RVPN, Jaipur
3. RCAO (T&C -JP/AJ/JDP)/CAO (MM/PPD) , RVPN, Jaipur
4. Accounts Officers (T&C_____), RVPN, Jaipur

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Chairman & Managing Director