



केवलनागपुरकोर्टकेअधिभारालेखमेंUnder Jurisdiction of Nagpur Court only
वेस्टर्नकोलफील्ड्सलिमिटेड
Western Coalfields Limited
(मिनीरलकंपनी) (A Mineral Company)
(कोलइंडियालिमिटेडकीअनुषंगीकंपनी)
(A Subsidiary of Coal India Limited)



विक्रयएवंविपणनविभाग

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CIN - U10100MH1975GOI018626

Department of Marketing & Sales

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Website: www.westerncoal.nic.in

पंजी. का. : कोयलाबिहार, सिविललाइन, नागपुर(महाराष्ट्र)-440001 / Regd. Off. : Coal Estate, Civil Lines, Nagpur(M S) - 440001

संदर्भ संख्या/Ref.No.: NGP/WCL/M&S/RS/ 1210

दिनांक/Date : 20.01.2022

सूचना

विषय:- Modalities for Payment for Exclusive e-Auction

WCL has migrated to SAP/ERP from the existing coal net and started issuing Sales Orders in SAP/ERP w.e.f 01.12.2021. In SAP system, Proforma Invoice (PI) has to be generated after creating the Sales Order(SO), then Proforma Invoice shall be mailed to the consumers based on which payment has to be done by the consumers. On receipt of Payment, Sales Order will be issued with "valid from and valid to"

As per the system in SAP/ERP, Sales Order quantity is required for generating the Proforma Invoice. Hence, the following modalities for payment and PI generation are being adopted for Exclusive e-Auction scheme.

1. Customer who has secured BIDs in Exclusive e-Auction are required to submit an application along with the quantity for which the payment has to be made against the MSQ, **2 working days prior to the planned date of payments**. The format of application is at **Annex-I**.
2. On receipt of application, **Proforma invoice (PI)** for the quantity applied shall be prepared and **sent to registered mail ID within 2 working days**.
3. Consumers has to make the payment as per the Proforma Invoice (PI) amount in SBI account of WCL, Civil Lines Branch as given below:

Road Mode:

Account No: 10205966080

IFSC CODE: SBIN0009060

Branch : Coal Estate, Nagpur

4. After making payment, the consumer has to give application stating payment details as given in **Annex-II**.

The applications are to be sent in mail address **wclrdpayments@gmail.com**

All consumer are advised to **apply well in time** for generating PI **to avoid any delay in payment within due date**.

20/1/2022
GM (M&S), WCL

Copy to:

1. GM(System), WCL- For uploading in website
2. All Section Heads (M&S), WCL(HQ)

Annex-I

Format of application for generation of Proforma invoice:

To,
Chief Manager (M&S)/Road Sales,
WCL, Nagpur

Sub: Submission of Quantity for generation of Proforma Invoice

Service Provide Bidder ID Number:	
Consumer Name	
SAP Customer Code	
BID ID	
Auction Date	
For the month	
Installment (1 st or 2 nd)	
Mine	
Grade & Size	
QTY (for payment)	

Signature of
Authorized signatory

Note: Details are required to be submitted in the letter head of the consumer signed by authorized Signatory

Format of application after making payment

To,
Chief Manager (M&S)/Road Sales,
WCL, Nagpur

Sub: Submission of Payment details for issuing Sales Order

Service Provide Bidder ID Number:	
Consumer Name	
SAP Customer Code	
BID ID	
Sales Order No	
Sales Order Date	
Proforma Invoice No	
Proforma Invoice Date	
Bank Name	
UTR No	
Payment Amount	
Payment Date	

Signature of
Authorized signatory

Note: Details are required to be submitted in the letter head of the consumer signed by authorized Signatory