


<p>WESTERN COALFIELDS LIMITED (A Miniratna-Cat-1 Govt. of India Undertaking) CIN – U10100MH1975GOI018626 Website: www.westerncoal.nic.in</p>		<p>Office of the General Manager (M&S) email- gmsmwcl@gmail.com ☎/ FAX: 0712 -2511061/2512977</p>
<p>Regd. Office, Coal Estate, Civil Lines Nagpur-440001</p>		<p>Tel. No. No.0712-2511061 – 2511323 FAX No.2512977</p>

No.NGP/WCL/M&S/RS/ 126

Dated 16.08.2022

सूचना

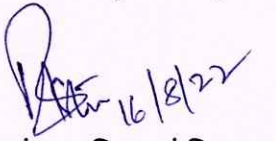
Modalities of Payments for FSAs & FSAs executed through Linkage Auction customers.

WCL has migrated to SAP/ERP from the existing coal net system 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), and then Proforma Invoice shall be mailed to the customers based on which payment has to be done by the customers. 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 FSA & FSA executed through Linkage Auction scheme.

1. The customers who had signed FSA with WCL are required to submit an application along with the quantity for which the payment has to be made against the MSQ installment-wise (Separate application is required to be submitted for each installment maximum upto 3 installments) **on or before 10th of every month** for respective month. 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 of the concerned customer**.
3. Customers have to make the payment as per the Proforma Invoice (PI) amount through CIL-ICICI Bank Interface Portal.
4. After making payment, the consumer has to give application stating payment details as given in **Annex-II**.
5. The applications are to be sent in mail address **wclrdpayments@gmail.com**

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


मुख्य प्रबंधक (विप एवं वि)/RS

प्रति:

1. GM (M&S), WCL
2. HOD (System), WCL- with a request to arrange to upload the notice in Website.
3. All sectional heads (M&S, Deptt.)

Format of application for generation of Proforma invoice (PI):

To,

Incharge Road Sales section,
WCL-HQ, Nagpur

Sub: Submission of Quantity for generation of Proforma Invoice (PI)

Contract Number	
Customer Name	
SAP Customer Code (Billed to)	
FSA Signing Date	
MSQ/Entitled Quantity	
For the month	
Installment (1 st or 2 nd or 3 rd)	
Name of Plant/Mine	
Grade & Size	
QTY (for payment)	

Signature of
Authorized signatory

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

Format of application after making payment

To,

Incharge Road Sales section,
WCL-HQ, Nagpur

Sub: Submission of Payment details for issuing Sales Order.

Contract Number	
Customer Name	
SAP Customer Code (Billed to)	
FSA Signing Date	
Sales Order No.	
Sales Order Date	
Proforma Invoice No.	
Proforma Invoice Date	
Bank Name	
Payment Ref. 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.