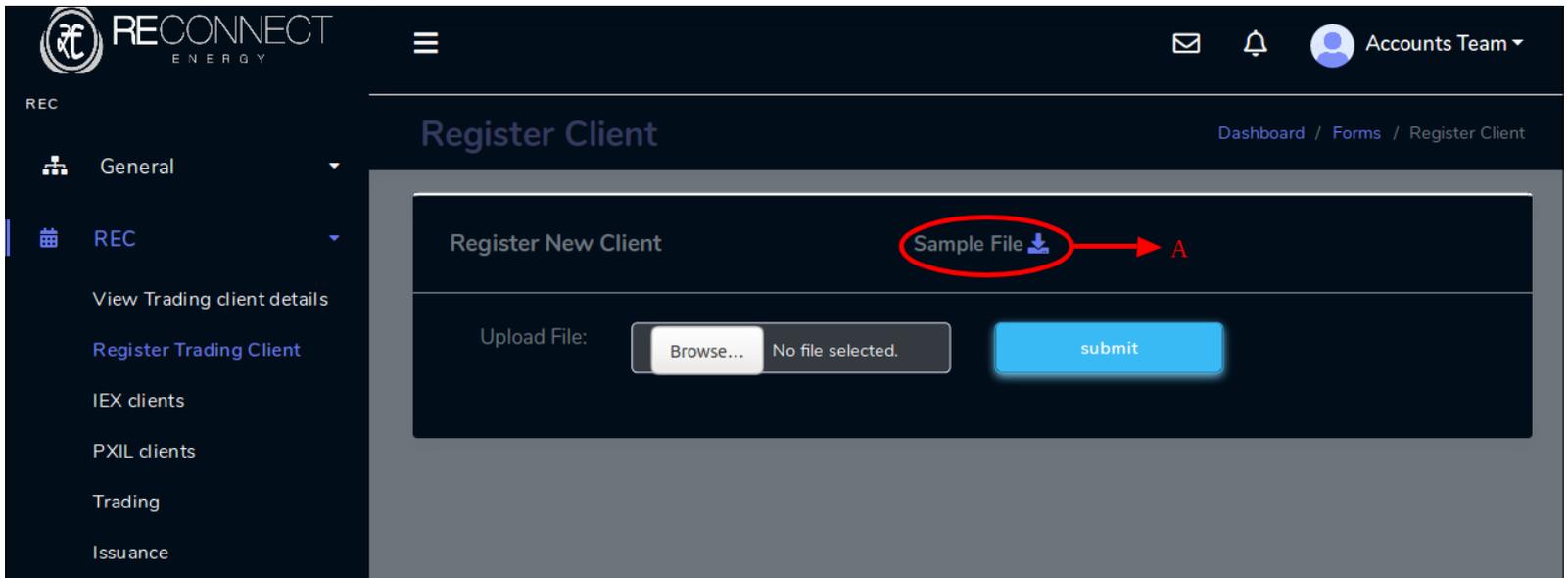


# **User Manual For ERP**

## Table of Contents

<b>Table of Contents</b>	<b>Page No.</b>
<b>Register</b>	<b>3</b>
<b>Client details</b>	<b>3</b>
<b>Update</b>	<b>4</b>
<b>Annual Fee</b>	<b>6</b>
<b>Trading Invoice Generation</b>	<b>6</b>
<b>Issuance</b>	<b>7</b>
<b>F&amp;S</b>	<b>8</b>
<b>Combined Invoices</b>	<b>8</b>
<b>Credit Note</b>	<b>9</b>

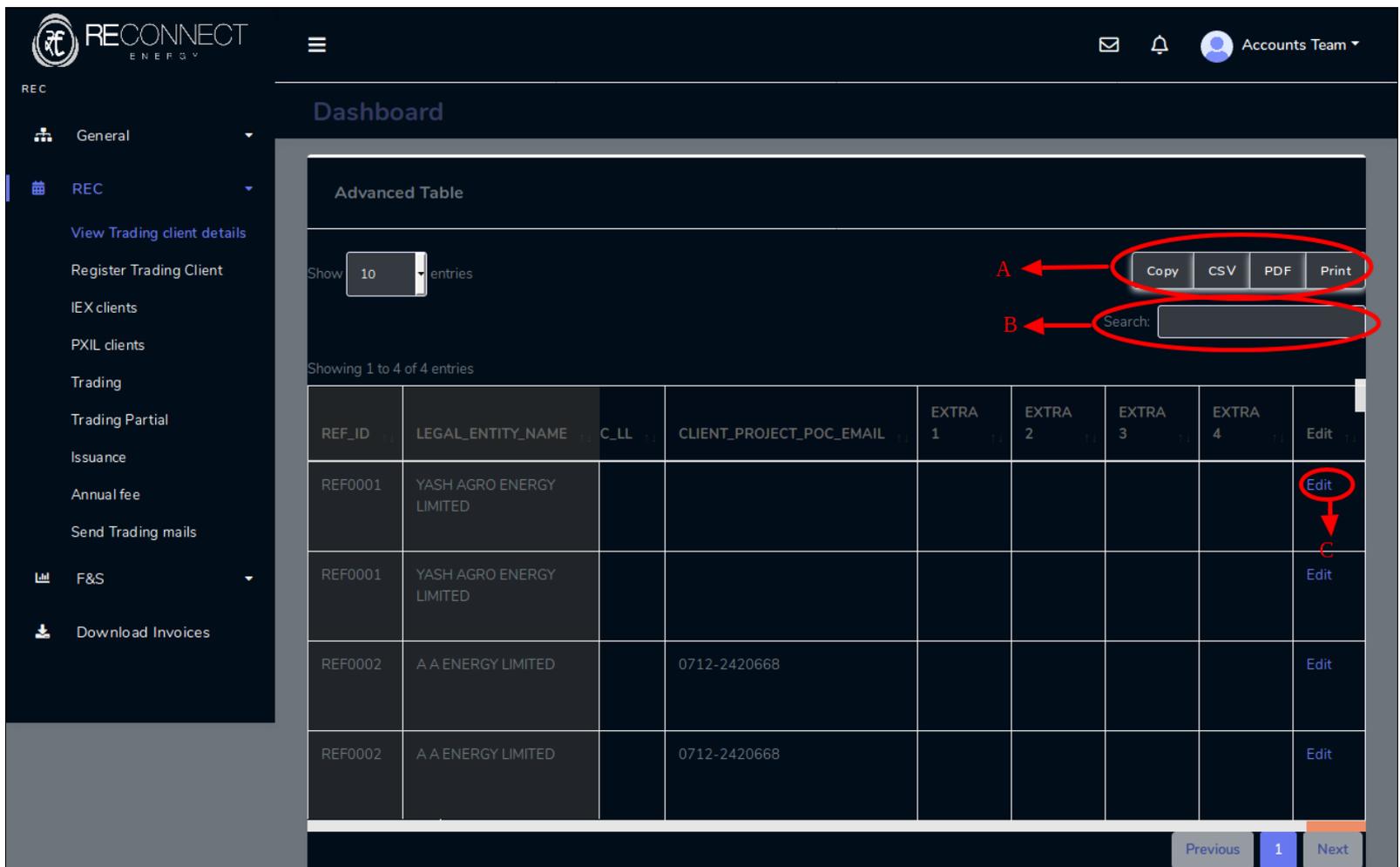
# Register



## Procedure for Registering new clients

- To register new clients download **sample file (A)**, fill the details and upload the same.
- Each client must have two entries, first one for **IEX** and second one for **PXIL**.
- All necessary information should be there for both IEX and PXIL entries.

## Client Details



## View Trading clients details page provides options

- To **Copy**, extract to **CSV**,extract to **PDF** and **Print** all the registered client details (A)
- To **Search** client details with any keyword (B)
- To **Edit** client details (C).

## Update

This page is provides option to update existing client details.

Update Client			
<b>Project Information</b>			
Legal Entity Name:	TADAS WIND ENERGY LIMITED	Tally Name:	TADAS WIND ENERGY LIMITED
Project Location:	Karnataka	Project Type:	Wind
Capacity MW:	1.25	Date of Accrediation:	
Date of Registration:	10/07/2012	Date of ReAccreditation:	
Date of ReRegistration:			
<b>EX/PXIL Information</b>			
Exchange Type IEX:		RFC Type IEX:	
Exchange Type PXIL:	PXIL	REC Type PXIL:	NONSOLAR
Customer Type:	SELL	Short Name:	TADASKA03
Member ID IEX:	-	Member ID PXIL:	M1108
Client ID IEX:	-	Client ID PXIL:	KARM11080002
CA Clientid Buy Sell IEX:	-	CA Clientid Buy Sell PXIL:	KAONSTADKT003PE

## Contract Details

ACCR_Fees and REG_Fees:	<input type="text"/>	ACCR_REG_Billing_Entity:	<input type="text"/>
ReACCR_Fees and ReREG_Fees:	<input type="text"/>	RE_ACCR_REG_Billing_Entity:	<input type="text"/>
Other_Consulting_Fees:	<input type="text"/>	Other_Consulting_Billing_Entity:	<input type="text"/>
ISSUANCE_Fees:	<input type="text"/>	ISSUANCE_Fees_Type:	<input type="text"/>
ISSUANCE_Frequency:	<input type="text"/>	ISSUANCE_BILLING_ENTITY:	<input type="text"/>
TRADE_Fees_Type_RET:	<input type="text" value="F"/>	TRADE_Fees_RET:	<input type="text" value="3"/>
TRADE_Fees_Type_RES:	<input type="text"/>	TRADE_Fees_RES:	<input type="text"/>
TRADE_Fees_Additional:	<input type="text"/>	TRADE_Entity_Additional:	<input type="text"/>

## REConnect service Invoice

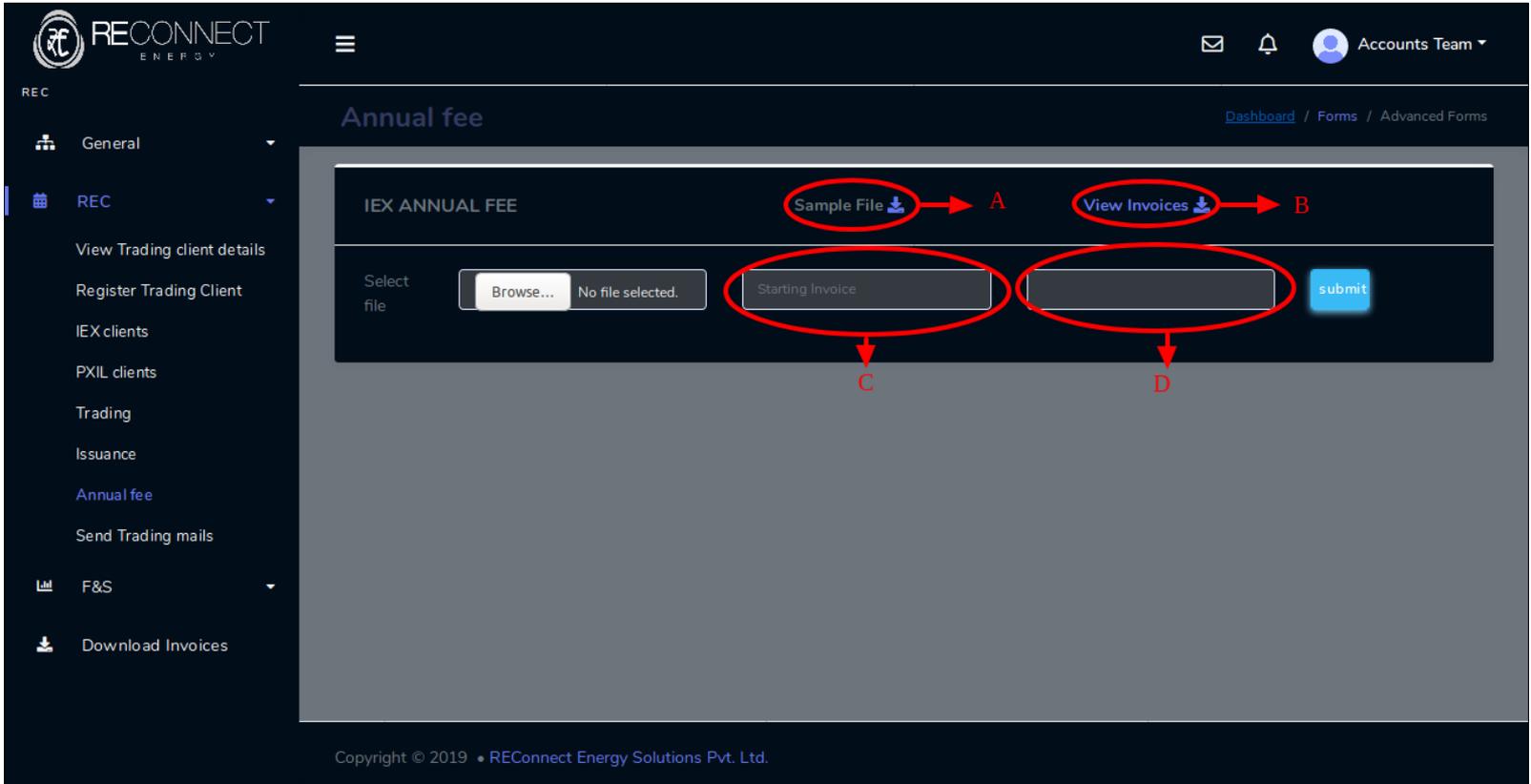
Client_Group_Name:	<input type="text" value="ILFS"/>	Client_Invoice_Entity_Legal_Name:	<input type="text"/>
REConnect_Tally_Name:	<input type="text"/>	PAN_Client_Invoice:	<input type="text"/>
GST_Client_Invoice:	<input type="text"/>	GST_Address_Client_Invoice:	<input type="text"/>
PoC_Name_Client_Accounts_Team:	<input type="text"/>	PoC_Mobile_Client_Accounts_Team:	<input type="text"/>
PoC_LandLine_Fax_Client_Accounts_Team:	<input type="text"/>		
PoC_Email_Client_Accounts_Team:	<input type="text" value="Rohil.Kudtarkar@ilfsindia.com, Sandeep.Hasu"/>	Invoice_Mail_CC_REConnect:	<input type="text" value="parikshith.s@reconnectenergy.com, priyanka."/>
Invoice_Escalation_PoC_Name:	<input type="text"/>	Invoice_Escalation_PoC_Email:	<input type="text"/>
Invoice_Escalation_PoC_Mobile_LL:	<input type="text"/>	Success Fee Rates RET:	<input type="text"/>

## Client Project Capture

MAIL_TO_Obligation_Report:	<input type="text" value="Rohil.Kudtarkar@ilfsindia.com, Sandeep.Hasu"/>	MAIL_CC_Obligation_Report:	<input type="text" value="parikshith.s@reconnectenergy.com, priyanka."/>
REConnect_RM:	<input type="text" value="priyanka"/>	PoC_Name_Obli_Report:	<input type="text" value="Rohil Kudtarkar"/>
PoC_Mobile_Number_Obli_Report:	<input type="text" value="98926 55948, 02226593728"/>	PoC_Landline_Number_Obli_Report:	<input type="text"/>
Internal Reference Code:	<input type="text" value="TADASKA03_IE_NS_SELL"/>	Client_Project_Legal_Entity:	<input type="text"/>
Client_Project_GST:	<input type="text" value="29AADCT9493Q1Z4"/>	Client_Project_PAN:	<input type="text" value="AADCT9493Q"/>
Client_Project_GST_Address:	<input type="text" value="SURVEY NO 9 AND 10, TADAS WIND ENERGY"/>	Client_Project_PIN_Code:	<input type="text" value="581205"/>
Client_Project_PoC_Name:	<input type="text" value="Mr. Vikram Periwal"/>	Client_Project_PoC_Mobile:	<input type="text" value="917208885467"/>
Client_Project_PoC_LL:	<input type="text" value="022 2659 3221"/>	Client_Project_PoC_Email:	<input type="text"/>

Submit

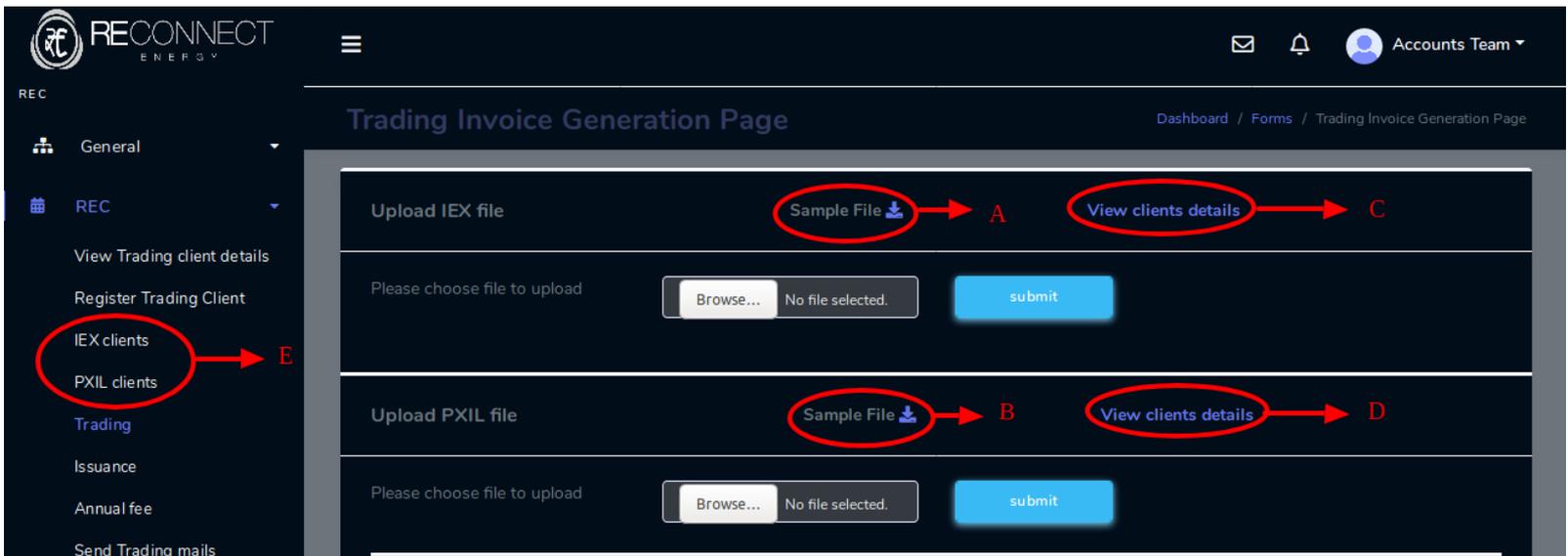
# Annual Fee



## Procedure for generating Annual Fee invoices

- Download the **sample file (A)**, enter the necessary details and upload the same, enter the **invoice number (C)** and **invoice date (D)** then submit the form.
- **View Invoices (B)** button and download icon can be used to view and download the invoices respectively.

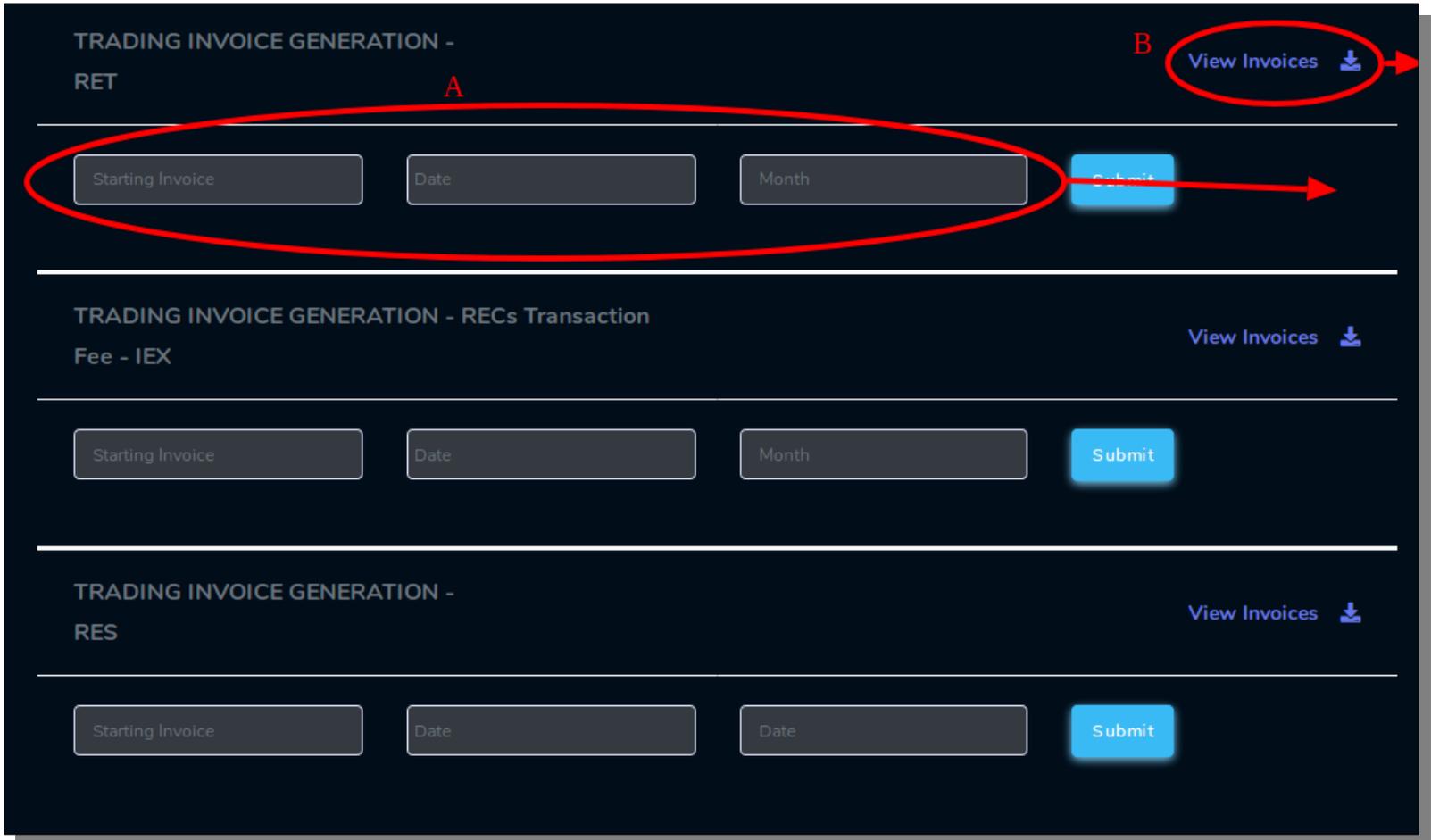
# Trading Invoice Generation



## Procedure for generating Trading invoices

### 1. File Upload

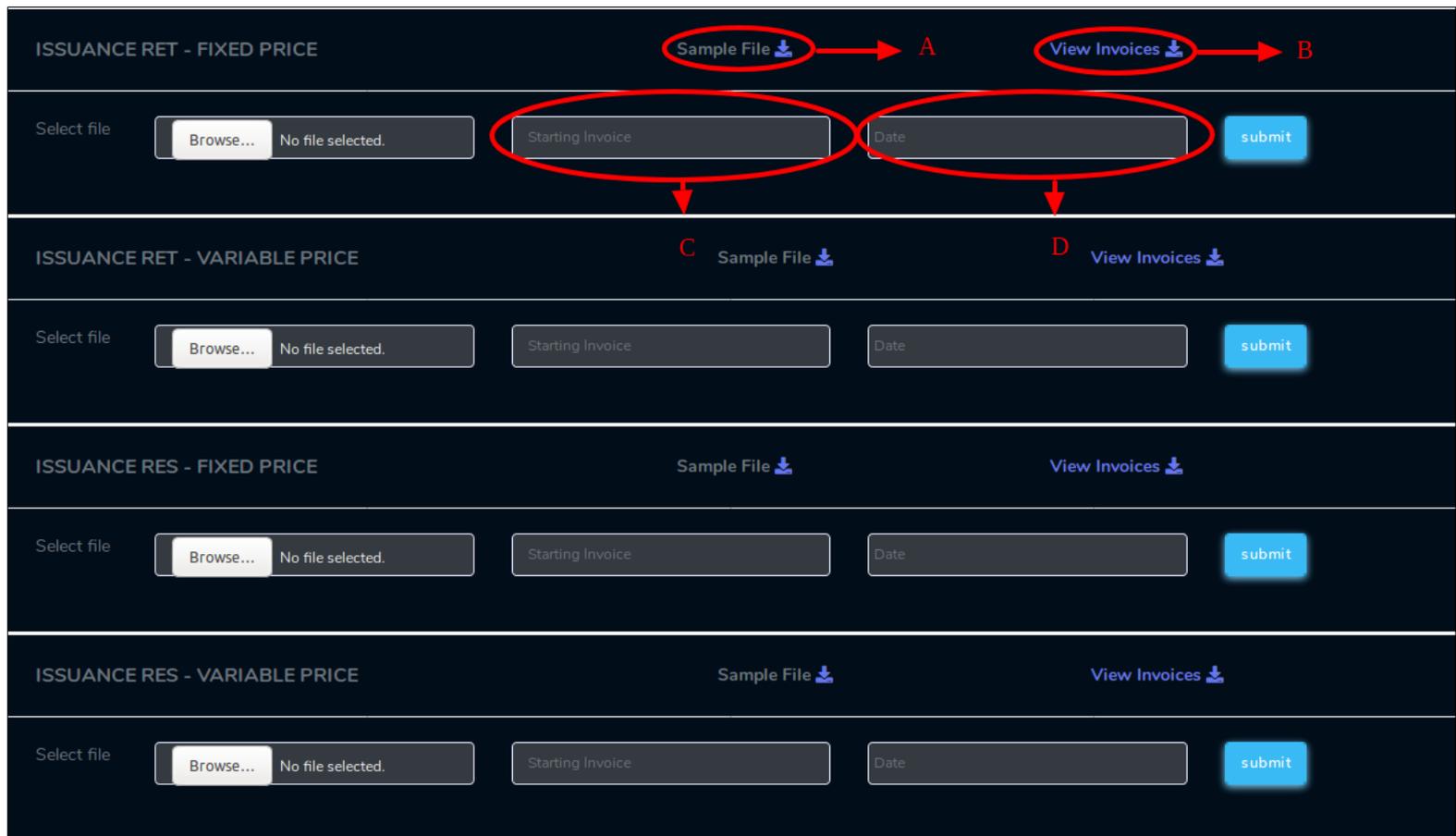
- **Download the sample file (A&B)**, paste the trade data and upload the file and **PXIL** file should be in **xls** format.
- **View clients details (C&D)** and **IEX clients & PXIL clients (E)** provides clients information of the uploaded trade data where rates, GST and addresses can be verified before generating the invoices.



## 2. Invoice Generation ( Transaction, Trading - RET and RES)

- Enter **Invoice number**, **Invoice Date** and **Billing month** to generate invoices (A).
- **View Invoices (B)** button and download icon can be used to view and download the invoices respectively.

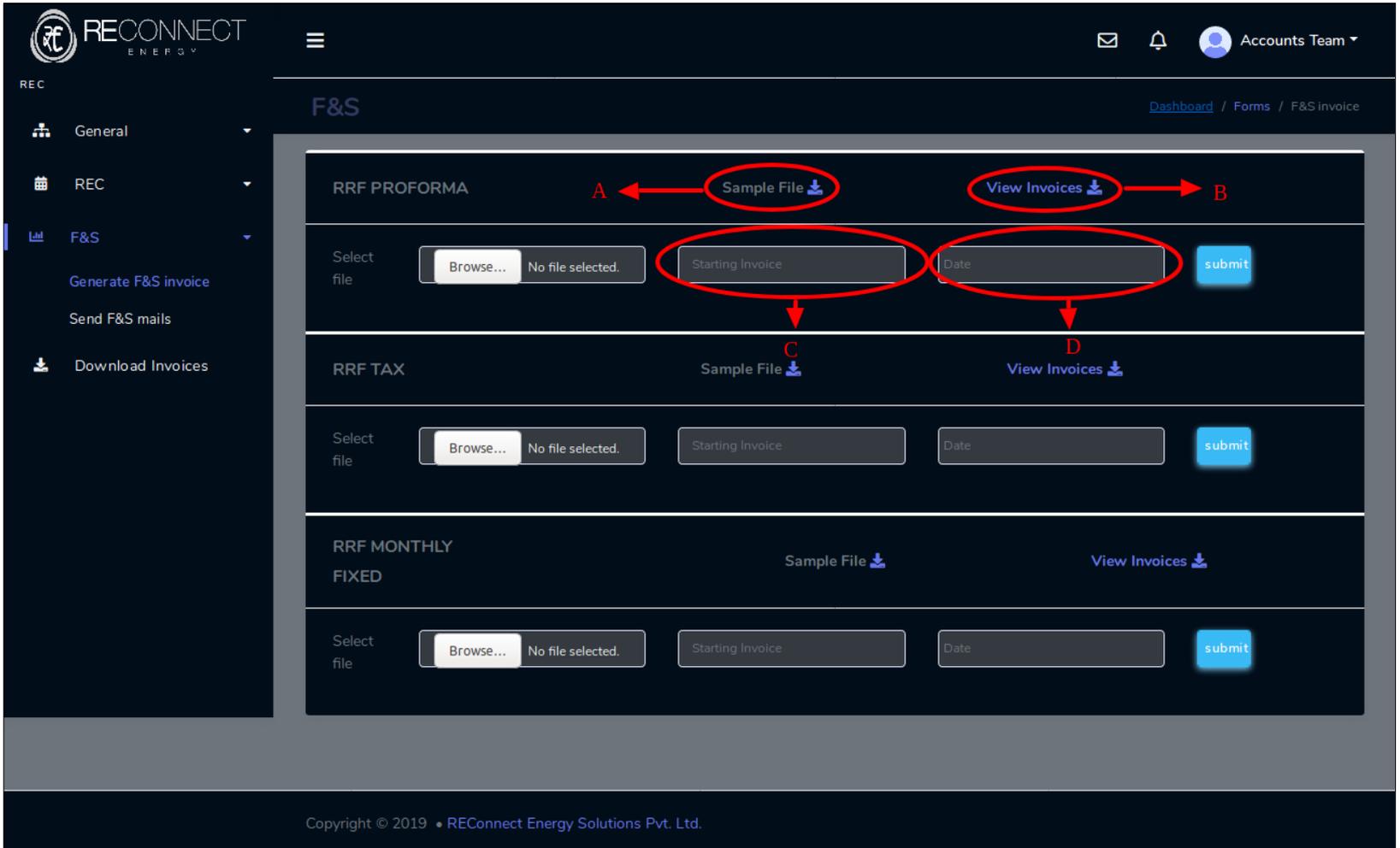
## Issuance



### Procedure for generating Issuance invoices (Issuance RET – Fixed & Variable and RES – Fixed & Variable)

- Download the sample file (A), enter the necessary details and upload the same, enter the invoice number (C) and invoice date (D) then submit the form.
- View Invoices (B) button and download icon can be used to view and download the invoices respectively.

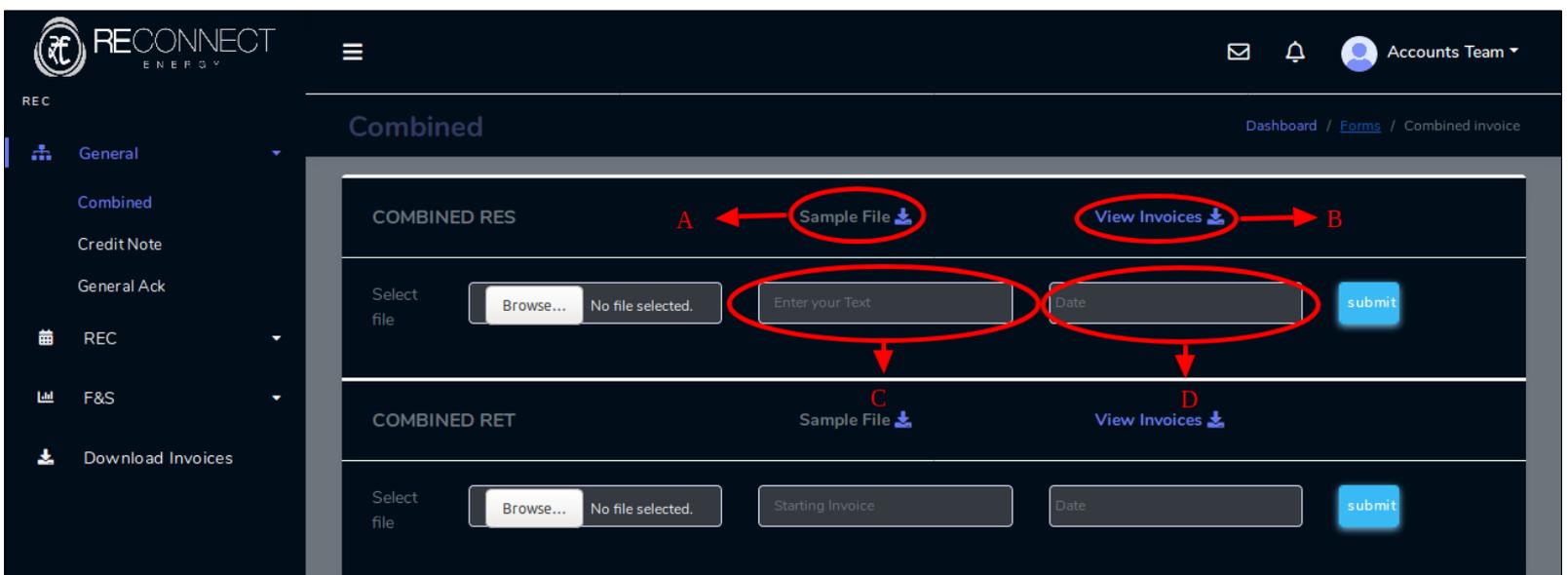
### F&S Invoice



### Procedure for generating F&S invoices (Tax, Proforma and Monthly Invoices)

- Download the sample file (A), enter the necessary details and upload the same, enter the invoice number (C) and invoice date (D) then submit the form.
- View Invoices (B) button and download icon can be used to view and download the invoices respectively.

### Combined Invoices



### Procedure for generating Combined invoices (RET, RES and Power)

- **Download the sample file (A)**, enter the necessary details and upload the same, **enter the invoice number (C)** and **invoice date (D)** then submit the form.
- **View Invoices (B)** button and download icon can be used to view and download the invoices respectively.

### Credit Note (RET, RES and F&S)

The screenshot shows the RECONNECT ENERGY web interface for generating credit notes. The main content area is titled 'Credit Note' and contains three sections: 'CREDIT NOTE RES', 'CREDIT NOTE RET', and 'CREDIT NOTE FS'. Each section includes a 'Sample File' download icon and a 'View Invoices' download icon. The 'CREDIT NOTE RES' section also features a 'Starting Invoice' input field and a 'submit' button. Red circles and arrows highlight the 'Sample File' icon (labeled A), the 'View Invoices' icon (labeled B), the 'Starting Invoice' input field (labeled C), and the 'View Invoices' icon (labeled D) in the 'CREDIT NOTE RES' section.

### Procedure for generating Credit Note (RET, RES and Power)

- **Download the sample file (A)**, enter the necessary details and upload the same, enter the **Credit note number (C)** and **date (D)** then submit the form.
- **View Invoices (B)** button and download icon can be used to view and download the invoices respectively.