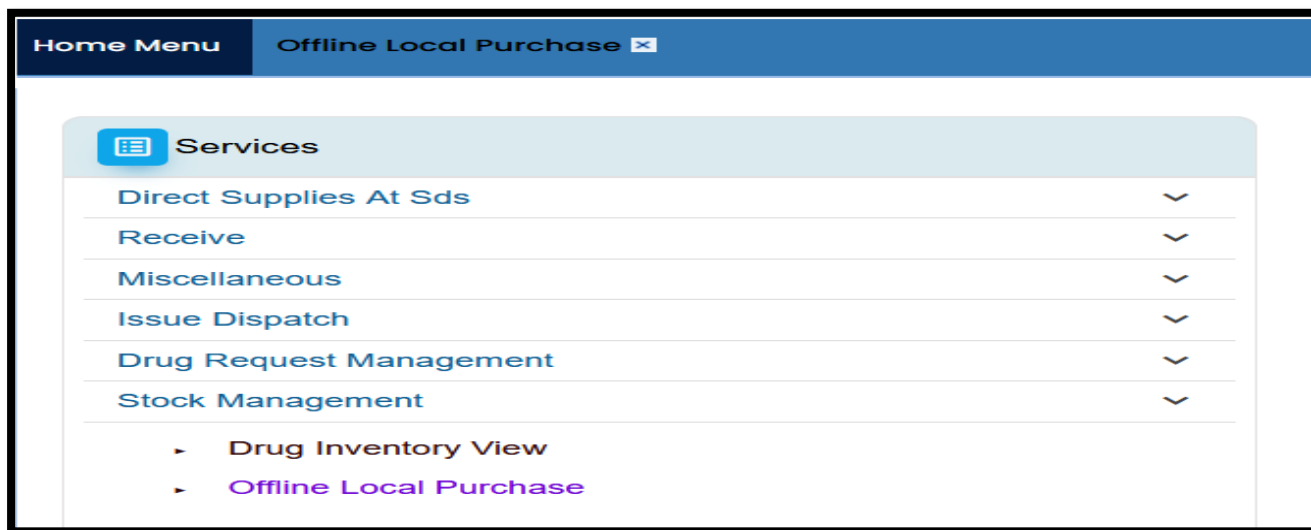
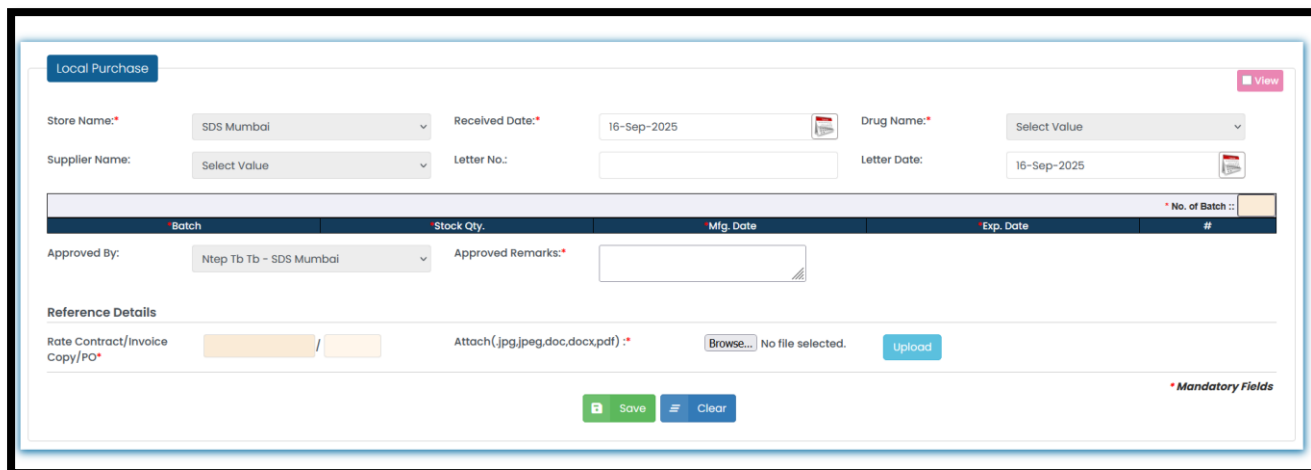


OFFLINE Local Purchase

This process allows States to create local purchase order in case of emergency procurement. States and Districts will have provision to create Local PO for their local budget.

Steps required for Local Purchase Generation.

Step 1: Select “Offline Local Purchase” sub menu from the “Stock Management” in Services.

Step 2: Select the **Drug Name**, **Supplier Name** and in **No. of Batch** text box fill the no. of batches you want to create and click on **Enter** button.

Home Menu Offline Local Purchase

Local Purchase

Store Name: SDS Mumbai Received Date: 16-Sep-2025 Drug Name: Delamanid 50mg [PC63]

Supplier Name: Absstem Technologies Up---[Central Suj Letter No.: Letter Date: 16-Sep-2025

Batch	Stock Qty.	Mfg. Date	Exp. Date	No. of Batch
				1

Approved By: Ntep Tb Tb - SDS Mumbai Approved Remarks:

Reference Details

Rate Contract/Invoice Copy/PO: Attach(.jpg,.jpeg,.doc,.docx,.pdf): No file selected. Upload

Save Clear

Mandatory Fields

Step 3: After clicking on Enter Button a table is formed in which you have to fill Batch Number, Issue Qty, Manufacture Date and Expiry Date as given in the below image.

Home Menu Offline Local Purchase

Local Purchase

Store Name: SDS Mumbai Received Date: 16-Sep-2025 Drug Name: Delamanid 50mg [PC63]

Supplier Name: Absstem Technologies Up---[Central Suj Letter No.: Letter Date: 16-Sep-2025

Batch	Stock Qty.	Mfg. Date	Exp. Date	No. of Batch
				1

Total Batch Qty Received 0

Approved By: Ntep Tb Tb - SDS Mumbai Approved Remarks:

Reference Details

Rate Contract/Invoice Copy/PO: Attach(.jpg,.jpeg,.doc,.docx,.pdf): No file selected. Upload

Save Clear

Mandatory Fields

Step 4: After filling the details, you need to attach a file and click on **Upload** button.

Home Menu Offline Local Purchase

Local Purchase

Store Name: SDS Mumbai Received Date: 16-Sep-2025 Drug Name: Delamanid 50mg [PC63]

Supplier Name: Absstem Technologies Up---[Central Suj Letter No.: Letter Date: 16-Sep-2025

Batch	Stock Qty.	Mfg. Date	Exp. Date	No. of Batch
test1234	1000	16-Sep-2025	16-Sep-2025	1

Total Batch Qty Received 1000

Approved By: Ntep Tb Tb - SDS Mumbai Approved Remarks: ok

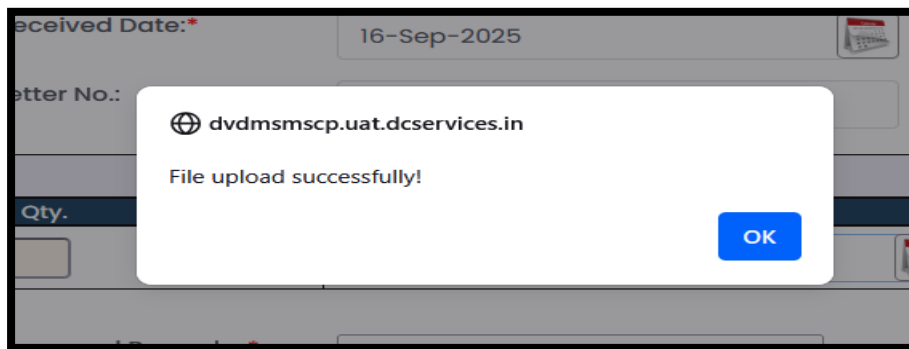
Reference Details

Rate Contract/Invoice Copy/PO: test / 1234 Attach(.jpg,.jpeg,.doc,.docx,.pdf): No file selected. Upload

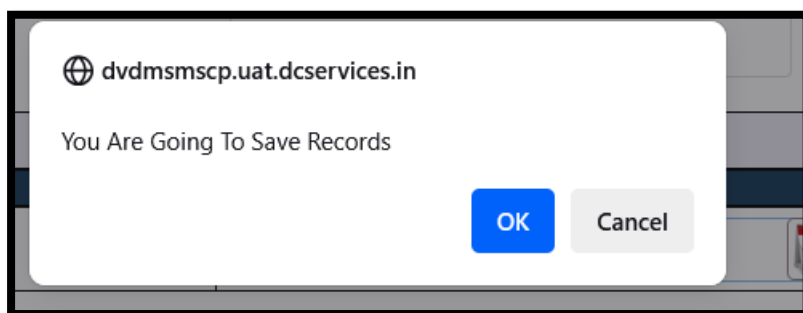
Save Clear

Mandatory Fields

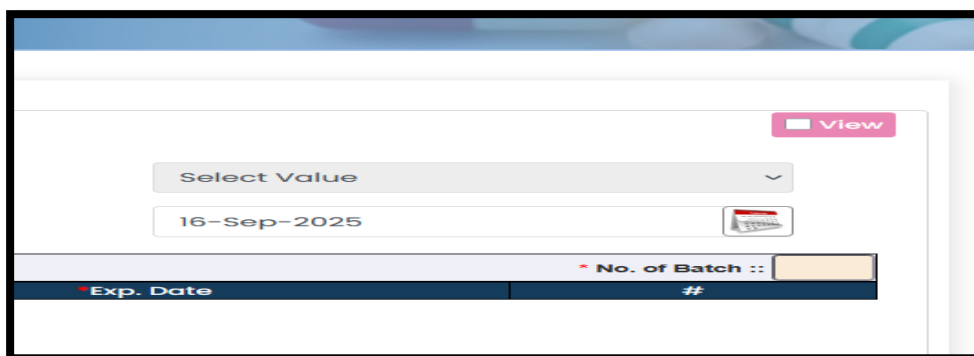
Step 5: You will receive an alert of File upload successfully! Click on **OK** Button



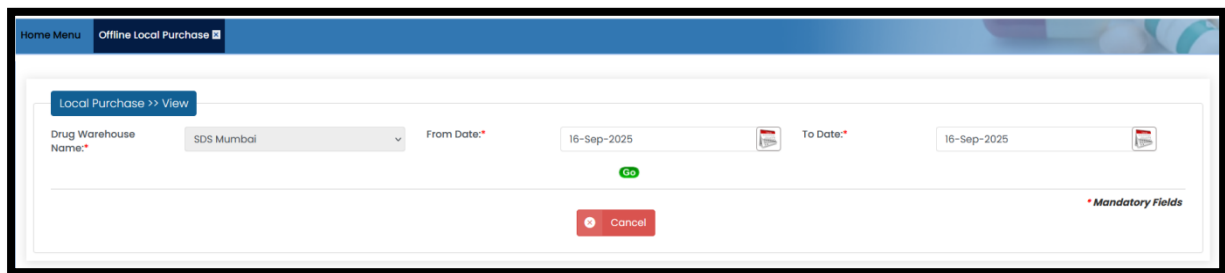
Step 6: Click on Save Button. You will receive an alert of You Are Going to Save Records. Click on OK Button to save the record. After which you will receive a message written **Data has been saved successfully.**



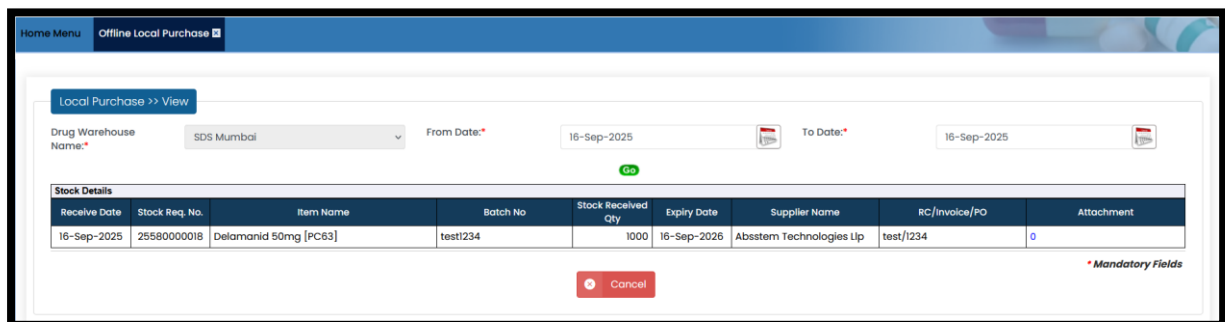
- **VIEW:** This functionality allows users to access and review generated local purchase orders that have been submitted.
- Click on View Check Box present in the top right corner.



- Select From Date and To Date and Click on **GO** Button



➤ A table will be generated with Stock Details

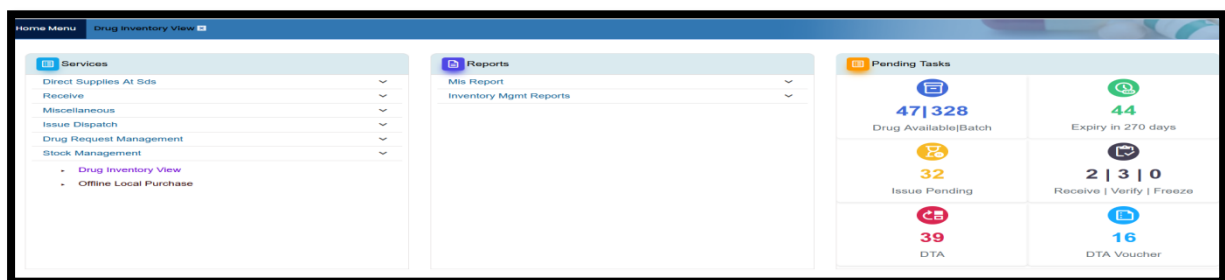


Receive Date	Stock Req. No.	Item Name	Batch No	Stock Received Qty	Expiry Date	Supplier Name	RC/Invoice/PO	Attachment
16-Sep-2025	25580000018	Delamanid 50mg [PC63]	test1234	1000	16-Sep-2026	Absstem Technologies Lip	test/1234	0

Drug Inventory View

This process is used to view the status of the stock batches added in the inventory. It helps verify whether a batch is **Active**, **Inactive**, or **Expired**, and also confirms whether the stock has been successfully added.

Step 1: Select “Drug Inventory View” sub menu from the “Stock Management” in Services.



Step 2: A table is generated that displays the status of each item. A search text box is provided, allowing you to filter records by **batch name**, **date**, or **item name** to view a specific record. It also contains a Report button if you want to view the record in Report form or you want the print out.

Home Menu

Drug Inventory View

Item Inventory

Report

328 All

127 Active

0 In-Active

201 Expired

Show 10 entries

Search:

WAREHOUSE NAME	GROUP NAME	ITEM NAME	BATCH NO	EXP DATE	MANUF. DATE	ACTIVE STOCK	INACTIVE STOCK	MANUFACTURER NAME	PO NO	FUNDING SOURCE	UOM	STOCK STATUS
SDS Mumbai	Anti Tb	Water for Injection [PC6]	1707070	Sep-2026	Sep-2017	100000	0	-	0(0)	DF	Ampules	Active
SDS Mumbai	Anti Tb	Pyridoxine 50mg [PC3]	1627719	Jul-2026	Jun-2019	1750	0	-	0(10281900019)	DF	Tab	Active
SDS Mumbai	Anti Tb	Pyridoxine 50mg [PC3]	EPA5901A	Jan-2026	Jan-2019	5957	0	-	0(0)	DF	Tab	Active
SDS Mumbai	Anti Tb	Pyridoxine 100mg [PC26]	16124519	Mar-2026	Mar-2019	189000	0	-	0(10281900015)	DF	Tab	Active
SDS Mumbai	Anti Tb	Pyridoxine 100mg [PC26]	16155619	Apr-2026	Apr-2019	15000	0	-	0(10281900015)	DF	Tab	Active
SDS Mumbai	Anti Tb	Pyridoxine 100mg [PC26]	16156019	Apr-2026	Apr-2019	117000	0	-	0(10281900015)	DF	Tab	Active
SDS Mumbai	Anti Tb	Pyridoxine 100mg [PC26]	16156119	Apr-2026	Apr-2019	12500	0	-	0(10281900015)	DF	Tab	Active
SDS Mumbai	Anti Tb	Pyridoxine 100mg [PC26]	16156219	Apr-2026	Apr-2019	6000	0	-	0(10281900015)	DF	Tab	Active
SDS Mumbai	Anti Tb	Pyridoxine 100mg [PC26]	EPA6902A	Apr-2026	Jan-2019	125000	0	-	0(0)	DF	Tab	Active
SDS Mumbai	Anti Tb	Pyrazinamide 400mg [PC46]	HPV901A	Aug-2026	Jan-2019	680	0	-	0(10281900185)	DF	Tab	Active

Showing 1 to 10 of 127 entries

Previous12345...13Next

Step 3:Example Use Case:

If you want to verify whether the batch you added through **Local Purchase** has been successfully added, you can search for it by entering the **Batch Name** in the search text box.

Home Menu

Drug Inventory View

Item Inventory

Report

328

All

127

Active

0

In-Active

201

Expired

Show 10 entries

Search test1234

WAREHOUSE NAME	GROUP NAME	ITEM NAME	BATCH NO	EXP DATE	MANUF. DATE	ACTIVE STOCK	INACTIVE STOCK	MANUFACTURER NAME	PO NO	FUNDING SOURCE	UOM	STOCK STATUS
SDS Mumbai	Anti Tb	Delamanid 50mg [PC63]	test1234	Sep-2026	Sep-2025	1000	0	Abstem Technologies Up	0(0)	DF	Tablet	Active

Showing 1 to 1 of 1 entries (filtered from 127 total entries)

Previous

1

Next