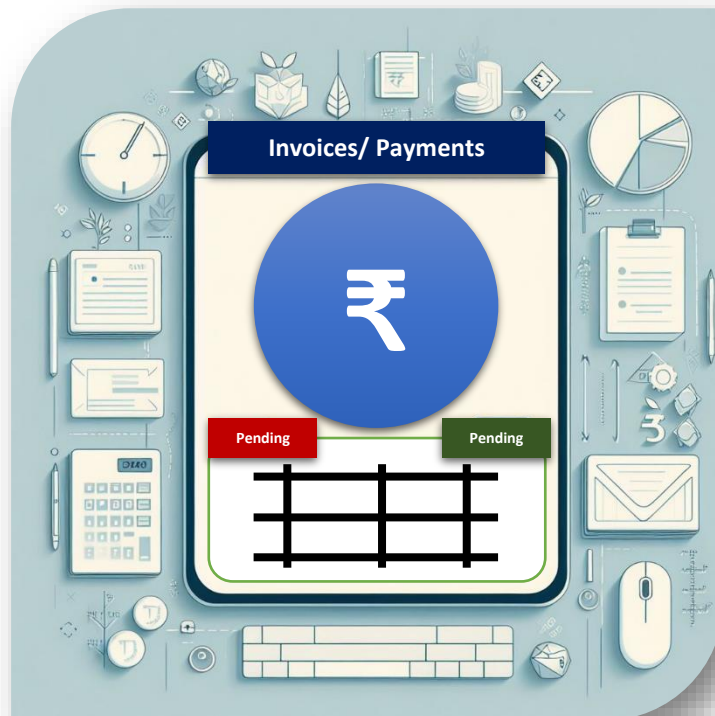




UNIFIED SUPPLIER PAYMENT (USP) Portal Guide to Suppliers/ Contractors



**Enterprise Resource Planning
BHEL Corporate Office**



Guide to Suppliers/ Contractors
for
Unified Supplier Payment (USP) Portal

Doc No:

AA:ERP:USPP:REF:24-25

Revision 00

Version 00

1. Introduction to Unified Supplier Payment (USP) Portal

USP Portal offers BHEL's success partners a comprehensive overview of various invoices submitted by them and also provides status on payments, deductions (if any) with reasons, if under Process, any objections, if invoices rejected, etc. Furthermore, the portal provides the information across BHEL Units/ Regions/ Divisions.

2. User Access

- 2.1 The USP Portal can be accessed via the URL uspp.bhel.in
- 2.2 The supplier/ contractor has to login using their Permanent Account Number (PAN).
- 2.2 Login is facilitated through a One-Time Password (OTP), which can be received on any of the registered Email IDs of the supplier (available in BHEL database) which is linked with the registered PAN.
- 2.3 If the PAN or email ID is not registered, the supplier/ contractor can contact the concerned Unit/ Region/ Division where the invoice was submitted for updation in database.
- 2.4 In case of any login issues, you may contact us at usdc@bhel.in.



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Reply Reply All Forward

Thu 02-05-2024 17:48



BHEL <noreply@bhel.in>

BHEL USP Portal Login OTP

To [Redacted]

Dear Sir/ Madam,

Your OTP to Login into BHEL USP Portal is - **LYidjj**

The OTP is valid till **02-May-2024 05:54 PM** only.

This is for your information.

Please do not reply as this is an auto-generated email.

The OTP is valid for 10 minutes only



BHEL- Unified Supplier Payment Portal



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Please Enter Your Registered Permanent Account Number (PAN) and Click on Proceed

PAN

[Redacted]

[Proceed](#)

[Guide for Suppliers/ Contractors](#)

Select Email ID

BPAOR [Redacted]

Enter OTP as received on Selected Email ID

Enter OTP

[Redacted]

jT42i6

Text is Case Sensitive

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b) System-related suggestions may kindly be shared using the 'Feedback' module.

c) This platform is merely an access provided to suppliers for tracking the status of invoices submitted by them to BHEL, and the same cannot be used in affidavits, court cases, lawsuits, subpoenas, or any other legal action.

☐ I agree with above Terms & Conditions [Log In](#)

Login steps:

1. OTP (received via email) and captcha to be entered correctly
2. Acceptance to the terms and conditions before login is mandatory



3. Reports

After Logging in, the homepage displays all the invoices raised by the supplier/ contractor. The list of accessible information is as under:

- (i) Name of BHEL Unit/ Region/ Division
- (ii) PO/ WO No and Date
- (iii) Supplier/ Contractor Invoice No and Date
- (iv) Invoiced Amount [INR]
- (v) Invoice Acknowledgement No [BHEL's internal reference no.]
- (vi) Invoice Status:
 - a. Paid [Invoices Paid along with Deductions, if any]
 - b. Under Process [Invoices under process with BHEL]
 - c. Documents pending from supplier/ contractor [Invoices having objections]
 - d. Rejected [Invoices rejected]

4. Other features:

- 4.1 Dropdowns to filter the applicable information w.r.t. Unit, PO No./ WO No. and Status.
- 4.2 Advanced search option to search across all invoices.
- 4.3 Form for providing online feedback.



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Details of Invoices raised by You as on 04-05-2024

Show [1] entries

Search []

Sno.	Unit	PO/ WO No.	PO/ WO Date	Invoice No.	Invoice Date	Invoice Amount (Equiv. in INR)	Invoice Ack. No.	Status	Paid Amount (INR)	Remarks												
12	HEEP Hardwar	[REDACTED]	25-Nov-21	206 [REDACTED]	19-Jan-24	1538130	HN-206ET [REDACTED]	Paid	1406476	<table><thead><tr><th>Deduction Reason</th><th>Deduction Amount</th><th>Remarks</th></tr></thead><tbody><tr><td>5300 RECOVERY FROM SUPPLIER/CONTRACTOR TOWARDS PENALTY</td><td>130350</td><td>As per Account Head</td></tr><tr><td>3540 IT DEDUCTED FROM OUTSIDE PARTIES</td><td>1304</td><td>As per Account Head</td></tr><tr><td>Total</td><td>131654</td><td></td></tr></tbody></table>	Deduction Reason	Deduction Amount	Remarks	5300 RECOVERY FROM SUPPLIER/CONTRACTOR TOWARDS PENALTY	130350	As per Account Head	3540 IT DEDUCTED FROM OUTSIDE PARTIES	1304	As per Account Head	Total	131654	
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Total	131654																					
13	HEEP Hardwar	[REDACTED]	30-Nov-22	2099 [REDACTED]	19-Jan-24	820699	HN-209ET [REDACTED]	Paid	750444	<table><thead><tr><th>Deduction Reason</th><th>Deduction Amount</th><th>Remarks</th></tr></thead><tbody><tr><td>3540 IT DEDUCTED FROM OUTSIDE PARTIES</td><td>696</td><td>As per Account Head</td></tr><tr><td>5300 RECOVERY FROM SUPPLIER/CONTRACTOR TOWARDS PENALTY</td><td>69550</td><td>As per Account Head</td></tr><tr><td>Total</td><td>70246</td><td></td></tr></tbody></table>	Deduction Reason	Deduction Amount	Remarks	3540 IT DEDUCTED FROM OUTSIDE PARTIES	696	As per Account Head	5300 RECOVERY FROM SUPPLIER/CONTRACTOR TOWARDS PENALTY	69550	As per Account Head	Total	70246	
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Total	70246																					

Paid invoices

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Details of Invoices raised by You as on 04-05-2024

Show [5] entries

Search []

Sno.	Unit	PO/ WO No.	PO/ WO Date	Invoice No.	Invoice Date	Invoice Amount (Equiv. in INR)	Invoice Ack. No.	Status	Paid Amount (INR)	Remarks
3	HEEP Varanasi	[REDACTED]	10-Jul-23	205 [REDACTED]	17-Mar-24	1202396	RV-205 [REDACTED]	Under Process		
4	HEEP Varanasi	[REDACTED]	22-Aug-23	2061 [REDACTED]	17-Mar-24	543300	RV-206 [REDACTED]	Under Process		
5	HEEP Varanasi	[REDACTED]	30-Dec-23	2059 [REDACTED]	17-Mar-24	3626652	RV-205 [REDACTED]	Under Process		
6	HEEP Varanasi	[REDACTED]	30-Dec-23	2059 [REDACTED]	17-Mar-24	669997	RV-206 [REDACTED]	Under Process		
7	HEEP Varanasi	[REDACTED]	12-Jan-23	2060 [REDACTED]	17-Mar-24	343600	RV-206 [REDACTED]	Under Process		

Under Process by BHEL



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Sno.	Unit	PO/ WO No.	PO/ WO Date	Invoice No.	Invoice Date	Invoice Amount (Equivalent INR)	Invoice Ack. No.	Status	Paid Amount (INR)	Remarks
1	HPEP, Tidy	7100	30-Dec-22	2748	23-Mar-24	1075979	TP-2DSE7F	Under Pendency for Document	NA	
2	HPEP, Tidy	7100	30-Dec-22	2747	23-Mar-24	179329	TP-2DSE7F	Under Pendency for Document	NA	
11	HPEP, Hyderabad	8523	12-Oct-23	2141	31-Jan-24	1917861	HY-2DSE7F	Under Pendency for Document	NA	
28	HEEP, Hardwar	P-20 (PRODUCT, CELL-16)	24-Mar-23	1852-532	24-Dec-23	1144600	HW-2DSE7F	Under Pendency for Document	NA	
29	HEEP, Hardwar	P-20 (PRODUCT, CELL-16)	24-Mar-23	1853-2	24-Dec-23	651000	HW-2DSE7F	Under Pendency for Document	NA	

Under Pendency owing to outstanding documents from supplier/ contractor

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Welcome [Name].

[Home](#) [FeedBack](#) [Logout](#)

Enter Your Feedback

Select Unit [Unit]

Enter Your FeedBack [Maximum 3000 Characters allowed]

[Submit Feedback](#)

Feedback from supplier/ contractor