SITA**PMC**

PROJECT MONITERING AND CONTROLS BY SITA

ABOUT US

SITA (SUN Integrated Technologies and Applications) is a research based technology framework developed to deliver integrated solutions for business to evolve into efficient and dynamic organizations. In depth understanding of the physical, psychological and social nature of the business process enable the framework set by SITA to develop applications to reduce individual dependency and promote process oriented structure for an organized growth.

At SITA we design and develop high performance business applications. We are integrating various technologies to deliver seamless business solutions across all platforms. SITA Solutions and Applications are designed to re-engineer the existing process to bring in structured workflow based solutions for increased efficiency and growth. The Applications are designed to penetrate to the genetic level of the company to enable an overall growth. The applications are an outcome of integration of, Business Intelligence, Best Business Practices, Scalability, Interactive Environment, Human Dimensions and Interoperability.

WORK PLANNING

Scope of Work
Module, deals with complete scope of work (BOQ) and total value for a project is displayed. Multiple categories and subcategories can be also added.

Next Month Plan
User can enter next month plan All the particulars in grouping.
It is easy to enter data in grouping.

Current Month Actual Work Done
Authorized User can enter current month actual work done in given time period.
User can see the current month plan.

Plan Vs Actual Work Done and Next Month Plan
The Management can review the Previous Month

Plan vs Actual. User can also see the Current Month Plan Vs Actual and enter the next month plan.
User can see the data of whole project.

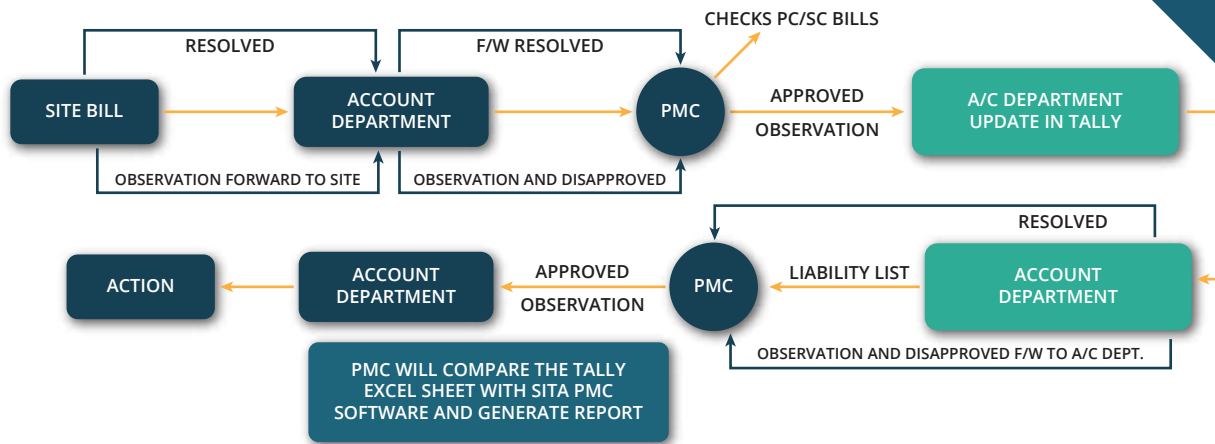**Reconciliation Statement Of Reinforcement Steel**
All the value like BOQ quantity and rate are picked from database.
Reconciliation is easy. Our unique User friendly Interface does not require training and data can be entered with ease.

Procurement & Reconciliation Statement Of Bulk Materials
Enter the details of procurement materials entry view will be simple and easy to be use.
Sub-Contractor Reconciliation.

GRAPHIC REPERSENTATION ON THE WORK FLOW FOR
SUB CONTARCTOR BILLING

CHECKS PC/SC BILLS

| SITE BILL | → RESOLVED → | ACCOUNT DEPARTMENT | → F/W RESOLVED → | PMC | → APPROVED / OBSERVATION → | A/C DEPARTMENT UPDATE IN TALLY |

OBSERVATION FORWARD TO SITE — OBSERVATION AND DISAPPROVED

ACTION ← ACCOUNT DEPARTMENT ← APPROVED / OBSERVATION ← PMC ← LIABILITY LIST ← ACCOUNT DEPARTMENT ← RESOLVED

PMC WILL COMPARE THE TALLY EXCEL SHEET WITH SITA PMC SOFTWARE AND GENERATE REPORT

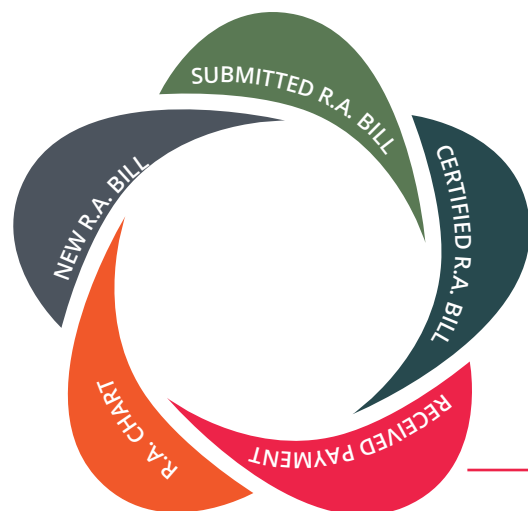OBSERVATION AND DISAPPROVED F/W TO A/C DEPT.

SUB CONTRACTOR WORK ORDER MODULE

This module helps to control the Sub contractor work order cannot exceed to BOQ Item, quantity, amount and track the rate of Sub contractor or sub contracted item. Control /track Sub contractor payment according to work order.

Track the work order rate amendments. Amended by effective date of new rates for a particular Sub contractor and amendment approval.

Full communication log among site, accounts and Management.

This module helps to track the work order either it's BOQ, Non-BOQ and miscellaneous work.

SUB CONTRACTOR BILLING

This module helps to monitor the work and payments of Sub Contractor & Petty Contractor.

- This module helps to control the Sub Contractor work order so that it doesn't exceed item quantity and amount.
- It can control /track the Subcontractor payment according to work order.
- Track the work order rate amendments. Amended by effective date of new rates for a particular Subcontractor and amendment approval.
- Full communication log among site, accounts and Management.

SUBMITTED R.A. BILL
CERTIFIED R.A. BILL
NEW R.A. BILL
R.A. CHART
RECEIVED PAYMENT
BALANCE PAYMENT

CLIENT RUNNING ACCOUNT BILL MODULE

- RA Bill raised to client for certification.
- Bill certified from the client and update the payments.
- Payment received and update in RA Bill chart.
- Assist management to track the fund position for a particular project.
- Management can track the raised bills certified/not certified and how much.
- Payment received from client.
- Generate reports work done Vs payment received.
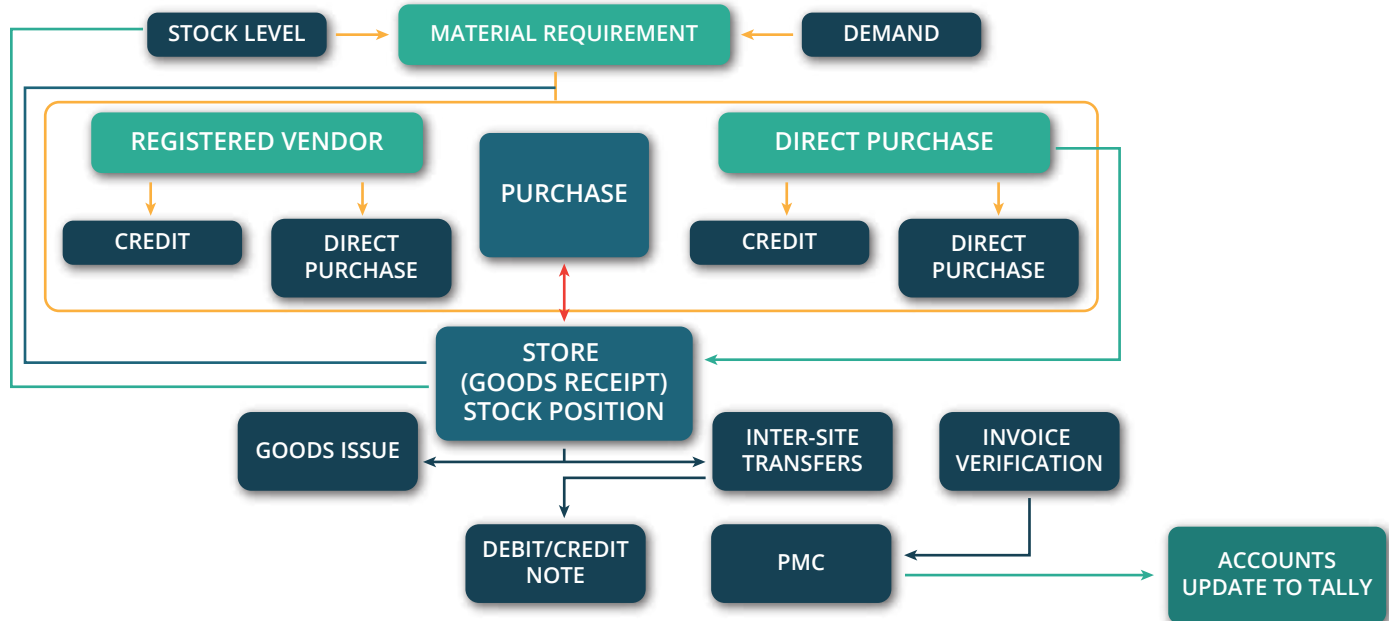- Track pending RA bills and payments.

MATERIAL MANAGEMENT SYSTEM

SITA MMS speeds up the procurement and material management activities. It helps organization to determine the availability of right material, in right quantity at right time and at right place.

MMS is the grouping of management functions supporting the complete cycle of material flow, from the purchase and internal control of materials to the planning and control of work in process distribution.

BENEFITS OF SITA MMS

- Monitoring deliveries from vendors.
- Efficient procurement planning.
- External service management.
- Vendor Management.
- Management of material stocks on a quantity and value basis.

- Entry and documentation of all goods movement.
- Better purchasing mechanisms.
- Smoother inventory management.
- Helps you to select source of supply & monitoring of existing supply relationships
- Vendor reliability

LABOUR/WORK **PLAN MODULE**

FEATURES

Total labour cost for a particular project.
Track and manage Labour rates for individual labor.
Labour Management through Labour Contractor.
Improve work efficiency.
Generate Labour Payments Muster Rolls.
Generate MIS for labour payments.
Use of Biometrics, face recognition technologies,

disposable cards systems to maintain labour site attendance and labor records.
Plan labour work accordingly so that it helps to control the unwanted labour.
Track the labour requirement according to work.
Payment Vs labour (Auditable)

STAFF ATTENDANCE: Track the permanent staff availability at project.

LABOUR **MANAGEMENT SYSTEM**

We will provide the complete labour management system.

REGISTRATION
Project Registration
PC/Sub-Contractor Registration
Labour Registration

LABOUR PLANNING
Following day's labour planning and subsequent submission of following day's labour planning by PIC.

WAGES DISBURSAL
Wages disbursal as per the master roll generated automatically using the biometric attendance system.

REPORTS
Customize reports and forms specified for your needs.

LABOUR ATTENDANCE
Labour identification & attendance via handheld biometric machine.

TRACKING OF UNPAID WAGES
Well define process designed to track unpaid wages and curve any instance of miss appropriation of funds.
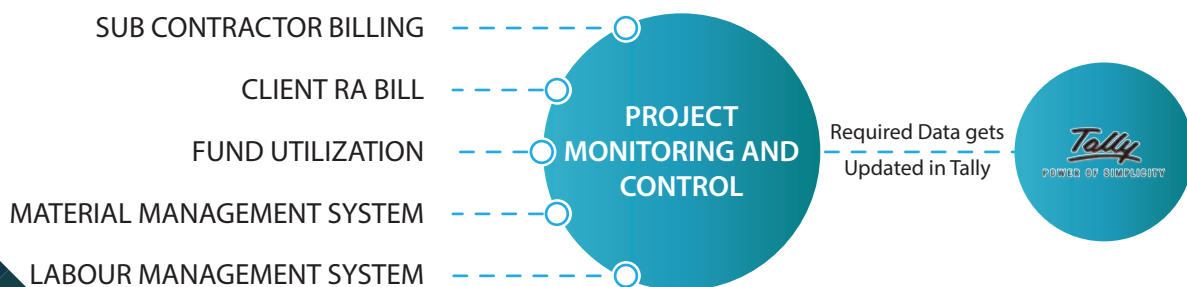
LABOUR WAGES APPROVAL
Online approval for labour wages by approval authorities.

TRACKING LABOUR WAGES
Provision to keep track of advance payments made against labour wages in the system.

ALL MODULES & **TALLY INTEGRATION**

All module are integrated with each other and data analysis is done by the software. Our software Integrates with Computer-aided design document for drawing. We can also provide Tally integration as per requirement.

PMC **DASHBOARD**

The Project Dashboard provides an up-to-the-minute overview of project health. Users can quickly see the status of key items on a project and issues are illuminated that need to be addressed immediately. PMC Dashboard can be customized as per management requirement.

- Overview of all project portfolios
- View the status of project communication
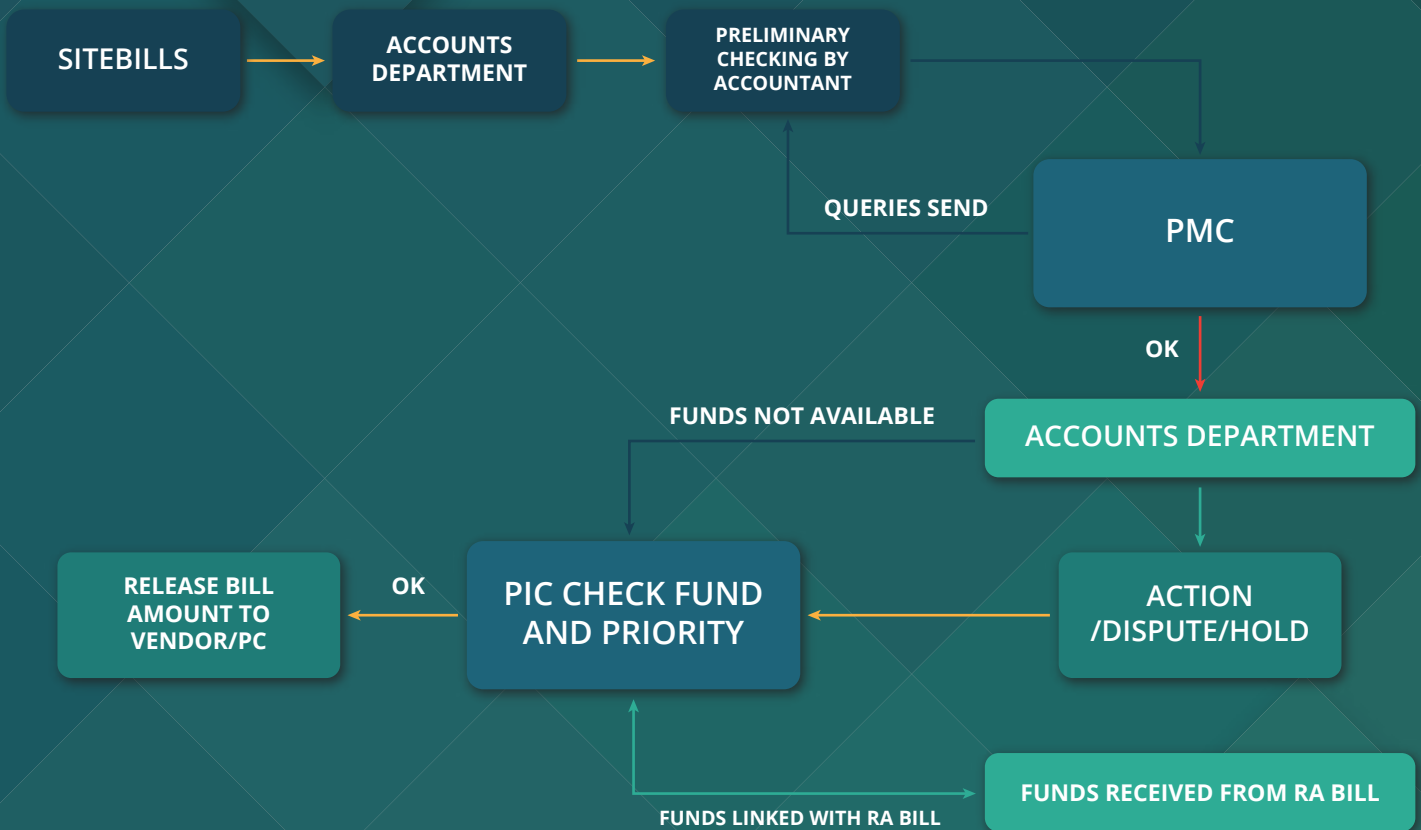- Monitor all open project issues
- View daily tasks at a glance

TRACK NEW INFORMATION

Managers can see real time updates of new work orders updated and approval. Account department can track the client and subcontractor RA bill. Manager's can see daily working labour strength and bulk material receipt.

The Project Dashboard also displays every detail and notification a project manager wants to know about a project.

FUND UTILIZATIONS **MODULE**

The account department automatically compares the fund received and liabilities of the suppliers and subcontractor. SITA PMC will generate the summary and liability list.

SITEBILLS → ACCOUNTS DEPARTMENT → PRELIMINARY CHECKING BY ACCOUNTANT

QUERIES SEND → PMC

PMC — OK → ACCOUNTS DEPARTMENT

FUNDS NOT AVAILABLE

ACCOUNTS DEPARTMENT → ACTION /DISPUTE/HOLD

ACTION /DISPUTE/HOLD → PIC CHECK FUND AND PRIORITY

PIC CHECK FUND AND PRIORITY — OK → RELEASE BILL AMOUNT TO VENDOR/PC

FUNDS LINKED WITH RA BILL

FUNDS RECEIVED FROM RA BILL

PMC **REPORTS**

Daily Labour Work Program
Daily Morning Labour
Staff Attendance
Running Account Chart
Material Received Project Wise
Material Received Date Wise
Monthly Plan for Balance Work
Details of Monthly Labour Report

Consumable Expenses
Equipment/Vehicle Expenses
Hire Expenses Labour Expenses Report
Reconciliation of Bulk Materials
Reconciliation of Reinforcement Steel
PC Reconciliation - Claimed v/s Paid
Material Received Vendor Wise

Financial Comparison of Plan vs Actual
Work Done Status
Status of Work Done Vs Plan
Monthly Labour Report (As Per Submitted RA Bill)
Power Consumption
Staff Cost

For the Business of Law