



Procurement Centre Self-Assessment Portal  
स्वरीद केंद्र स्व.मूल्यांकन पोर्टल

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# PCSAP

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## User Manual – State Login

Prepared by:

Quality Council of India



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# USER MANUAL PCSAP – STATE LOGIN

**PCSAP URL:** <https://pcsap.in>

**PCSAP**  
Procurement Centre Self-Assessment Portal  
खरीद केंद्रों के स्व-मूल्यांकन पोर्टल

Government of India  
Department of Food & Public Distribution  
Ministry of Consumer Affairs, Food & Public Distribution

PC Login

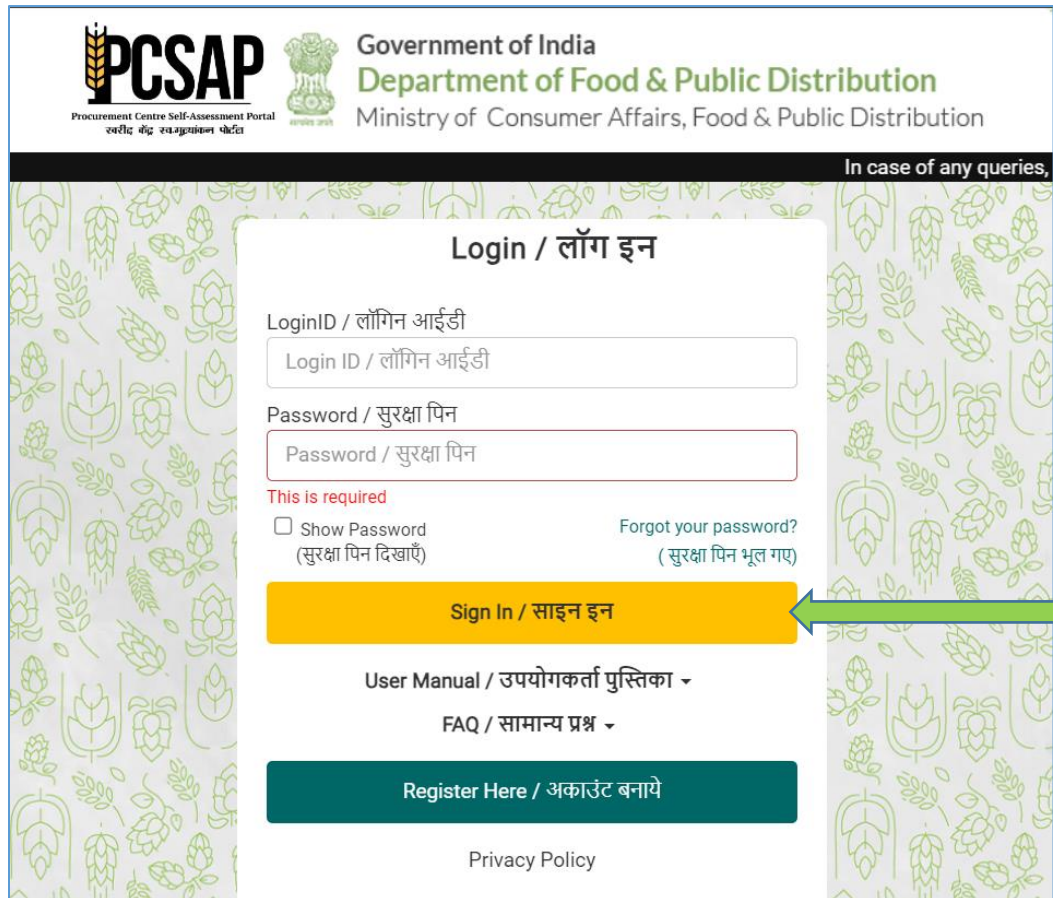
Officer Login

**Note:**

- PC Login is available for Procurement Centers self-assessment.  
खरीद केंद्रों के स्व-मूल्यांकन के लिए पी सी लॉगिन उपलब्ध है।
- Officer login is available for DFPD, FCI HQ and State officials.  
अधिकारी लॉगिन डी एफ पी डी, एफ सीआई मुख्यालय और राज्य अधिकारियों के लिए उपलब्ध है।

**Click on "Officer Login" to proceed**

## 1. LOGIN PAGE



The screenshot shows the login page of the PCSAP (Procurement Centre Self-Assessment Portal). The header includes the PCSAP logo, the Government of India emblem, and the text: "Government of India", "Department of Food & Public Distribution", and "Ministry of Consumer Affairs, Food & Public Distribution". A black banner at the top right says "In case of any queries,". The main content area has a green floral background. A white login box is centered, titled "Login / लॉग इन". It contains two input fields: "Login ID / लॉगिन आईडी" and "Password / सुरक्षा पिन". Below the password field is a red error message "This is required" and a checkbox "Show Password (सुरक्षा पिन दिखाएँ)". To the right of the password field is a link "Forgot your password? (सुरक्षा पिन भूल गए)". A large yellow "Sign In / साइन इन" button is prominent, with a green arrow pointing to it from the right. Below the button are links for "User Manual / उपयोगकर्ता पुस्तिका" and "FAQ / सामान्य प्रश्न". At the bottom is a dark green "Register Here / अकाउंट बनाये" button and a "Privacy Policy" link.

PCSAP  
Procurement Centre Self-Assessment Portal  
खरीद केंद्र स्व-मूल्यांकन पोर्टल

Government of India  
Department of Food & Public Distribution  
Ministry of Consumer Affairs, Food & Public Distribution

In case of any queries,

**Login / लॉग इन**

Login ID / लॉगिन आईडी  
Login ID / लॉगिन आईडी

Password / सुरक्षा पिन  
Password / सुरक्षा पिन

This is required  
☐ Show Password (सुरक्षा पिन दिखाएँ)

Forgot your password? (सुरक्षा पिन भूल गए)

**Sign In / साइन इन**

User Manual / उपयोगकर्ता पुस्तिका ▾  
FAQ / सामान्य प्रश्न ▾

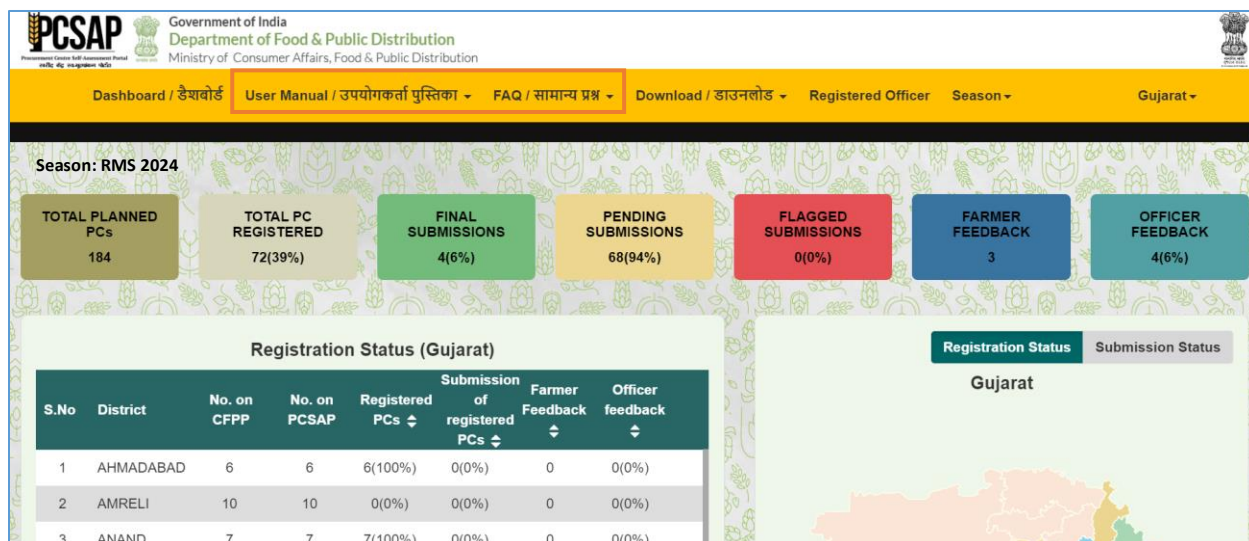
**Register Here / अकाउंट बनाये**

Privacy Policy

**Enter the Login ID and Password to access the state user dashboard and click on Sign In.**

**Dashboard of the new season will be the landing page.**

## 2. STATE DASHBOARD OVERVIEW



- Top section with navigation / menu bar features various menus for accessing sections on the portal.
- User Manual Document in English and Hindi are available in the menu bar.

### Grading of Procurement Center: Technology Platform Demonstration PCSAP

Presentation to State Nodal Officers

**Quality Council of India:**  
Driving Quality for an Aatmanirbhar Bharat  
11 October 2023

75 Azadi Ka Amrit Mahotsav GCI


### उपार्जन केन्द्र/खरीद केंद्र की श्रेणीकरण: प्रौद्योगिकी मंच प्रदर्शन खरीद केंद्र स्व-मूल्यांकन पोर्टल

राज्य नोडल अधिकारियों के समक्ष प्रस्तुति


**भारतीय गुणवत्ता परिषद:**  
गुणवत्ता के लिए अग्रसर आत्मनिर्भर भारत 11 अक्टूबर 2023

75 Azadi Ka Amrit Mahotsav GCI

c) FAQs Document in English and Hindi available in the menu bar.



1



2

### Frequently Asked Questions (FAQs)

**A. Registration on Self Assessment Portal:**

1. 'I'm not able to fill in the Center Code.' What should I do?

Ans. - The Centre Code will be automatically fetched through the database once the registration is completed. There is no need to fill in this detail.

2. What should I fill in the 'Quantity of grains expected to be procured (in MT)'?


Ans.: The quantity expected/ determined to be procured at your procurement center/mandi for the current season.

3. What should I fill in the 'Storage Quantity (in MT)'?


Ans.: Please provide the total grain storage capacity at your procurement center/mandi.

4. What is SPOC/Nodal Person?

Ans. - A single point of contact (SPoC) or Nodal Person refers to a person appointed to handle the procurement operations at the procurement center/mandi.



1



2

### अक्सर पूछे जाने वाले प्रश्न (एफएक्यू)

**A. स्व मूल्यांकन पोर्टल पर पंजीकरण भूट:**

1. 'मैं सेंटर कोड भरने में सक्षम नहीं हूँ। मुझे क्या करना चाहिए?

उत्तर. - पंजीकरण पूरा होने के बाद सेंटर कोड स्वचालित रूप से डेटाबेस के माध्यम से प्राप्त किया जाएगा। इस विवरण को भरने की कोई आवश्यकता नहीं है।

2. मुझे 'खरीदे जाने वाले अपेक्षित/निर्धारित अनाज की मात्रा (एमटी में)' में क्या भरना चाहिए?

उत्तर: वर्तमान सीजन के लिए आपके खरीद केंद्र/मंडी में खरीद की जाने वाली अनाज की अपेक्षित/निर्धारित मात्रा को भरें।

3. मुझे 'भंडारण मात्रा (एमटी में)' में क्या भरना चाहिए?

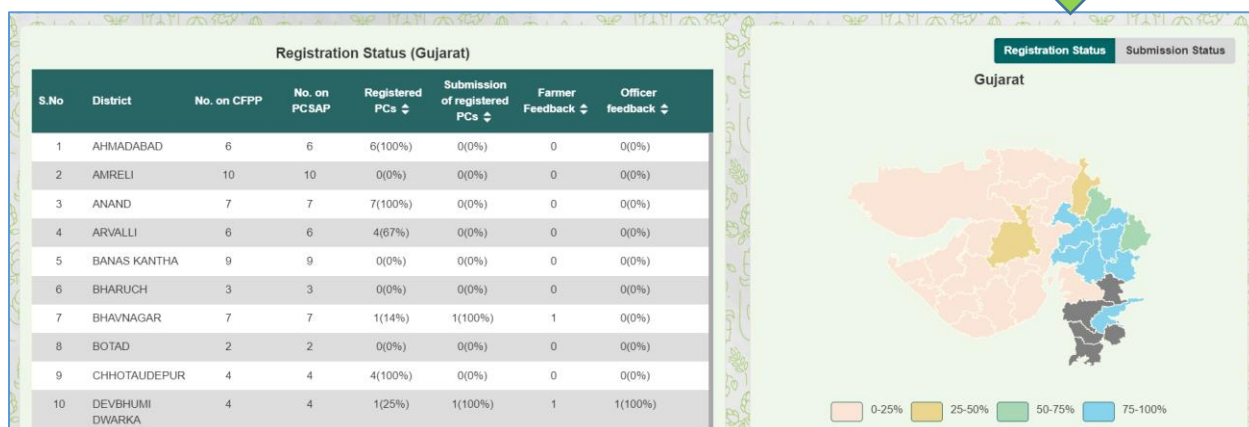
उत्तर: कृपया अपने खरीद केंद्र/मंडी में कुल अनाज भंडारण क्षमता को भरें।

4. एसपीओसी/नोडल अधिकारी क्या है?

d) Multiple cards display PC data according to various criteria, such as Total Planned PCs, Total PC Registered, Final Submissions done, Pending Submissions, Flagged Submissions, Farmer Feedback data, and Officer Feedback data status.

e) Data table for PCs Registration Status and Submission Status, including details for CFPP and PCSAP; Farmer Feedback and Officer Feedback data status. Drill down to access data by state, district, and PC-wise.

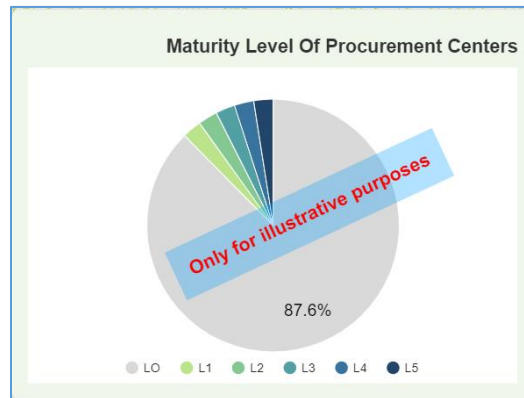
**Toggle the Button to switch between Registration and Submission Status.**



- f) Maturity Level Status Data can be viewed in the table below the Registration Status section

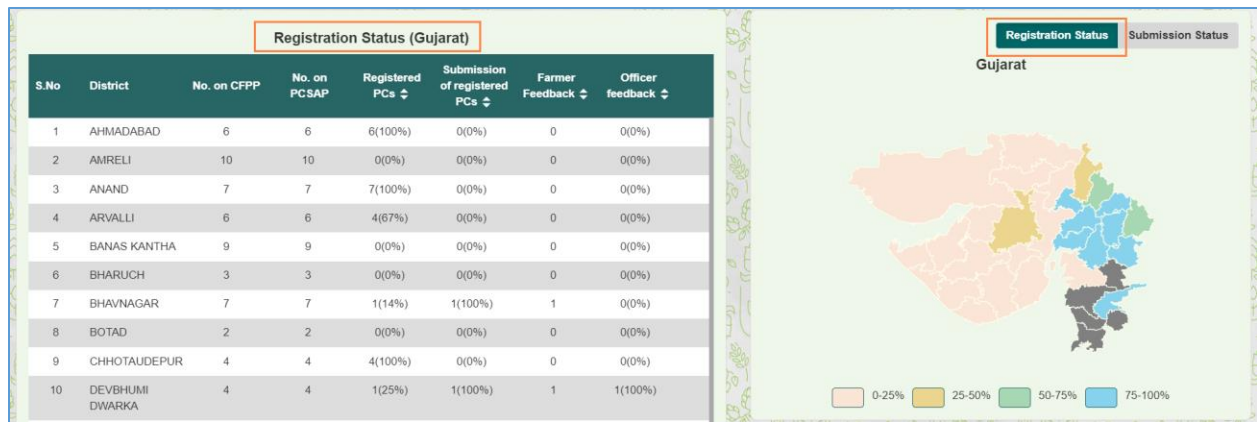
Maturity Level Status							
S.No	District	L0	L1	L2	L3	L4	L5
1	AHMADABAD	0%	0%	0%	0%	0%	0%
2	AMIRELI	0%	0%	0%	0%	0%	0%
3	ANAND	0%	0%	0%	0%	0%	0%
4	ARVALLI	0%	0%	0%	0%	0%	0%
5	BANAS KANTHA	0%	0%	0%	0%	0%	0%
6	BHARUCH	0%	0%	0%	0%	0%	0%
7	BHAVNAGAR	0%	0%	0%	0%	0%	0%
8	BOTAD	0%	0%	0%	0%	0%	0%
9	CHHOTAUDEPUR	0%	0%	0%	0%	0%	0%
10	DEVBHUMI DWARKA	0%	0%	0%	0%	0%	0%
11	DOHAD	0%	0%	0%	0%	0%	0%

- g) Maturity Level of Procurement Centers can be viewed in the graphical representation given in the section



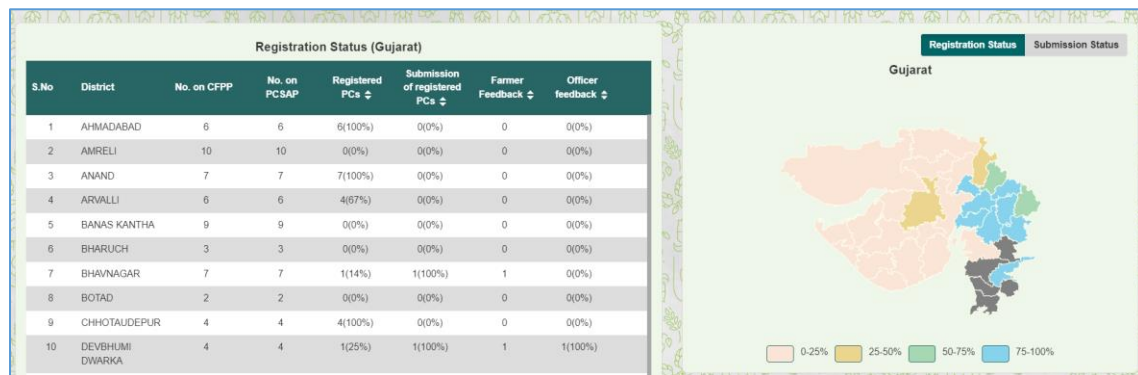
## 2.1 Registration Status of PCs

Data table and state geographical map for PCs Registration Status including details for CFPP and PCSAP



Drill down to access registration data district, and PC-wise

### a) District-wise Status



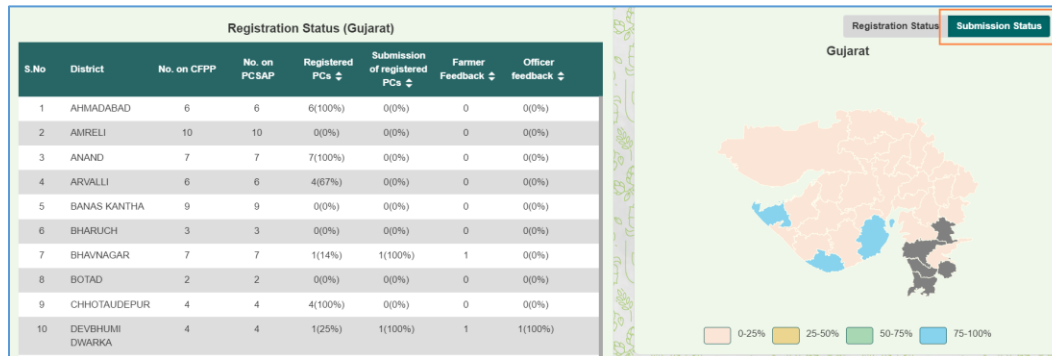
### b) PC-wise Status

- PC Status allows user to select and check the status of their PC through the available filter option available.
- PC -wise registration details and PC-wise Summary Report, aligned with the current PC-wise status, is accessible for viewing.
- Farmer Feedback Report and Officer Feedback Report for viewing is available here.

S.No	State	District	PC ID	PC Name	PC Status	Maturity Status	Report	View Details	Farmer Feedback	Officer Feedback
					Show All	Show All				
1	GUJARAT	GIR SOMNATH	411	GIR GADHADA GODOWN	Incomplete	NA	Summary Report	View Details	View Report	View Report
2	GUJARAT	GIR SOMNATH	720	KODINAR GODOWN	Completed	NA	Summary Report	View Details	View Report	View Report
3	GUJARAT	GIR SOMNATH	606	SUTRAPADA GODOWN	Incomplete	NA	Summary Report	View Details	View Report	View Report
4	GUJARAT	GIR SOMNATH	603	TALALA GODOWN	Incomplete	NA	Summary Report	View Details	View Report	View Report
5	GUJARAT	GIR SOMNATH	605	UNA GODOWN	Incomplete	NA	Summary Report	View Details	View Report	View Report
6	GUJARAT	GIR SOMNATH	604	VERAVAL GODOWN	Incomplete	NA	Summary Report	View Details	View Report	View Report

## 2.2 Submission Status of PCs

Submission Status of PCs as per the Registration status. Drill down to access submission data district, and PC-wise



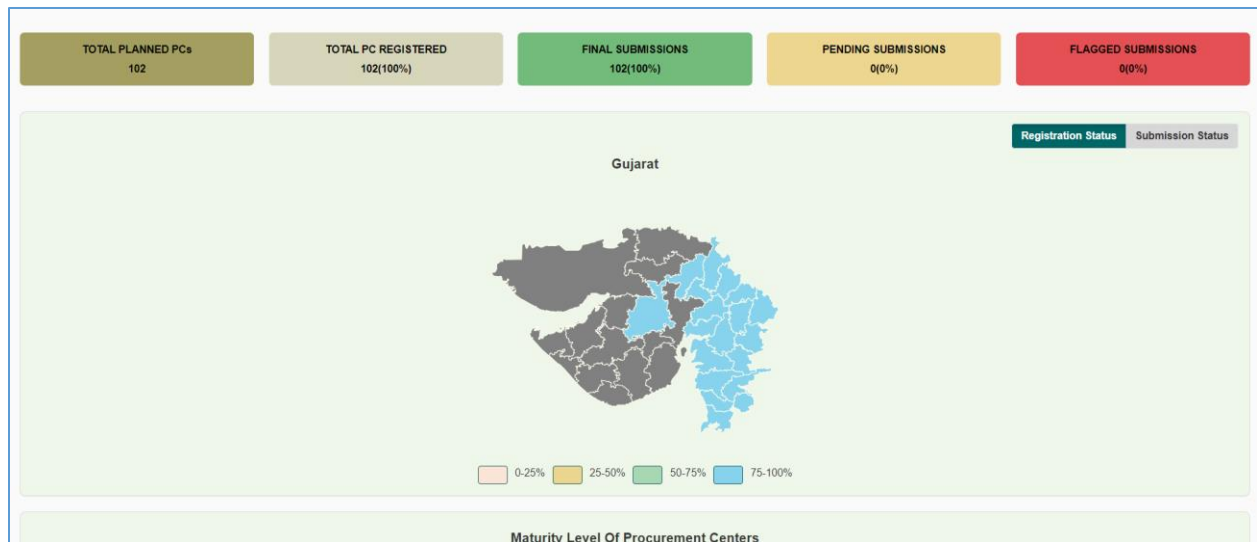
## 2.3 Download Tab

- a) Dropdown tab with dropdown to download overall State Summary Report PDF and Download Raw Data Excel tabs are available in the menu bar.



### b) Summary Report :

When clicked on Summary Report, the following report can be downloaded in PDF format.



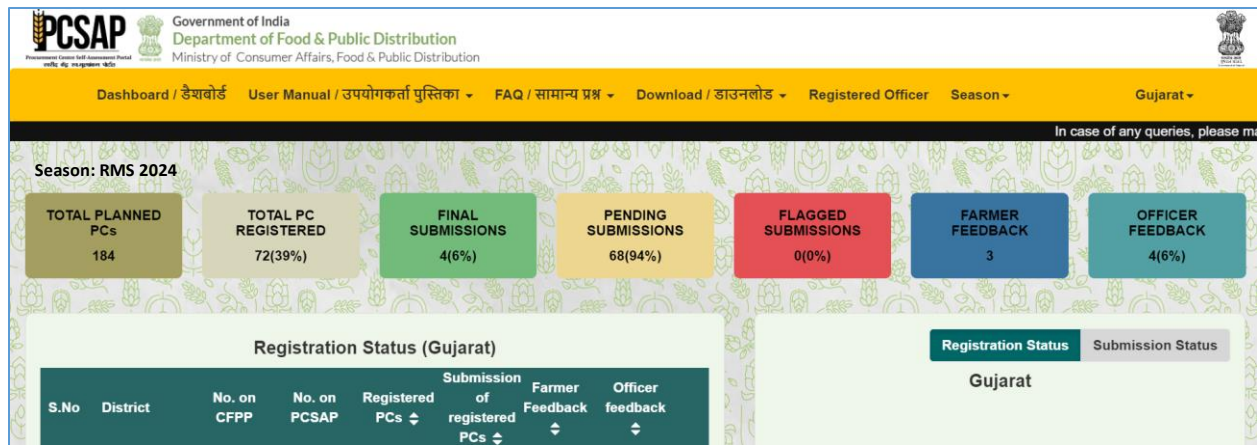
## 2.4 Download Raw Data:

- When a state is selected, the data automatically downloads in the predefined Excel formats upon clicking. Overview of State & District PC-wise status data in the downloaded excel file. Clicking this tab triggers an auto-download.
- The format for the data dump is as below:

State Name	District Name	PC Id	PC Name	PC Status
GUJARAT	AHMADABAD	370	JETALPUR APMC	Completed
GUJARAT	AHMADABAD	625	VIRAMGAM GODOWN	Completed
GUJARAT	AHMADABAD	626	DHOLKA GODOWN	Completed
GUJARAT	AHMADABAD	627	DHANDHUKA GODOWN	Completed
GUJARAT	AHMADABAD	628	SANAND GODOWN	Completed
GUJARAT	AHMADABAD	629	BAVLA GODOWN	Completed
GUJARAT	ANAND	587	ANAND GODOWN	Completed
GUJARAT	ANAND	588	BORSAD GODOWN	Completed
GUJARAT	ANAND	589	PETLAD GODOWN	Completed
GUJARAT	ANAND	590	KHAMBHAT GODOWN	Completed

## 2.5 Registered Officer Tab

- Within the State Login Dashboard, a dedicated tab has been implemented featuring the list of registered Officer's from the State.
- State Login allows to view, activate, and deactivate the officer's registered.



Government of India  
Department of Food & Public Distribution  
Ministry of Consumer Affairs, Food & Public Distribution

Dashboard / डैशबोर्ड User Manual / उपयोगकर्ता पुस्तिका FAQ / सामान्य प्रश्न Download / डाउनलोड Registered Officer Season Andhra Pradesh

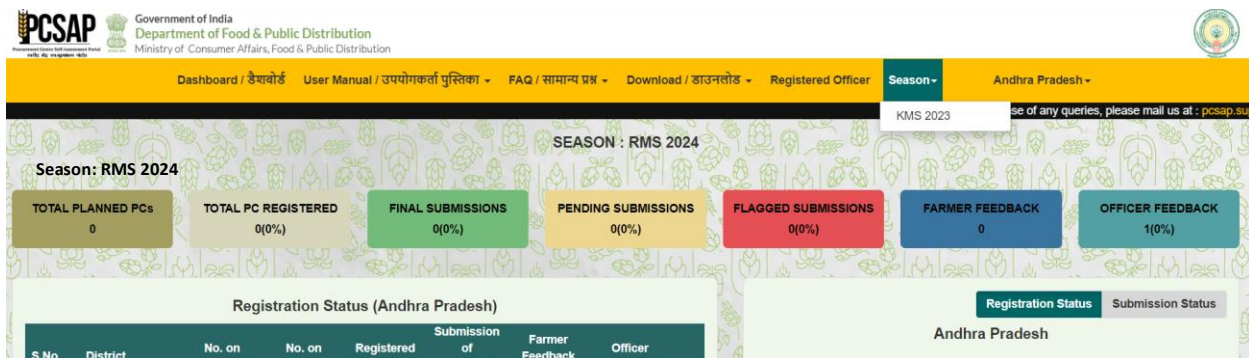
In case of any queries, please mail us at : pcsap.support@qoin.org

Officer details

S.No	LoginID	Officer Person	Email	Mobile	Status	Checkbox
InActive Active						

## 2.6 Season Tab

After logging into the Dashboard, a dedicated tab has been implemented featuring **Season's**, allowing access to previous season's dashboard. Click on respective season from the drop-down to switch to that dashboard.



\*\*EoD\*\*