PCSAP 2.0

Procurement Centre Smart Assessment Portal

खरीद केंद्र स्मार्ट मूल्यांकन पोर्टल

User Manual for Smart Assessment Portal of Procurement Center

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Instructions & Requirement for the Evidences

- The PCSAP mobile application shall be the primary mode for evidence capture and upload, recording the photograph's location and timestamp at the point of capture.
- A maximum of three upload attempts (one initial upload and two re-uploads) shall be permitted per facility/option per season. AI rejection reasons and attempt status shall be displayed to the PC.

What kind of image needs to be uploaded as evidence on the portal?

Ans. - The image should be clear evidence of **the infrastructure or services available at the Procurement Center**. Please ensure that the photo accurately represents the facility you are providing as evidence.

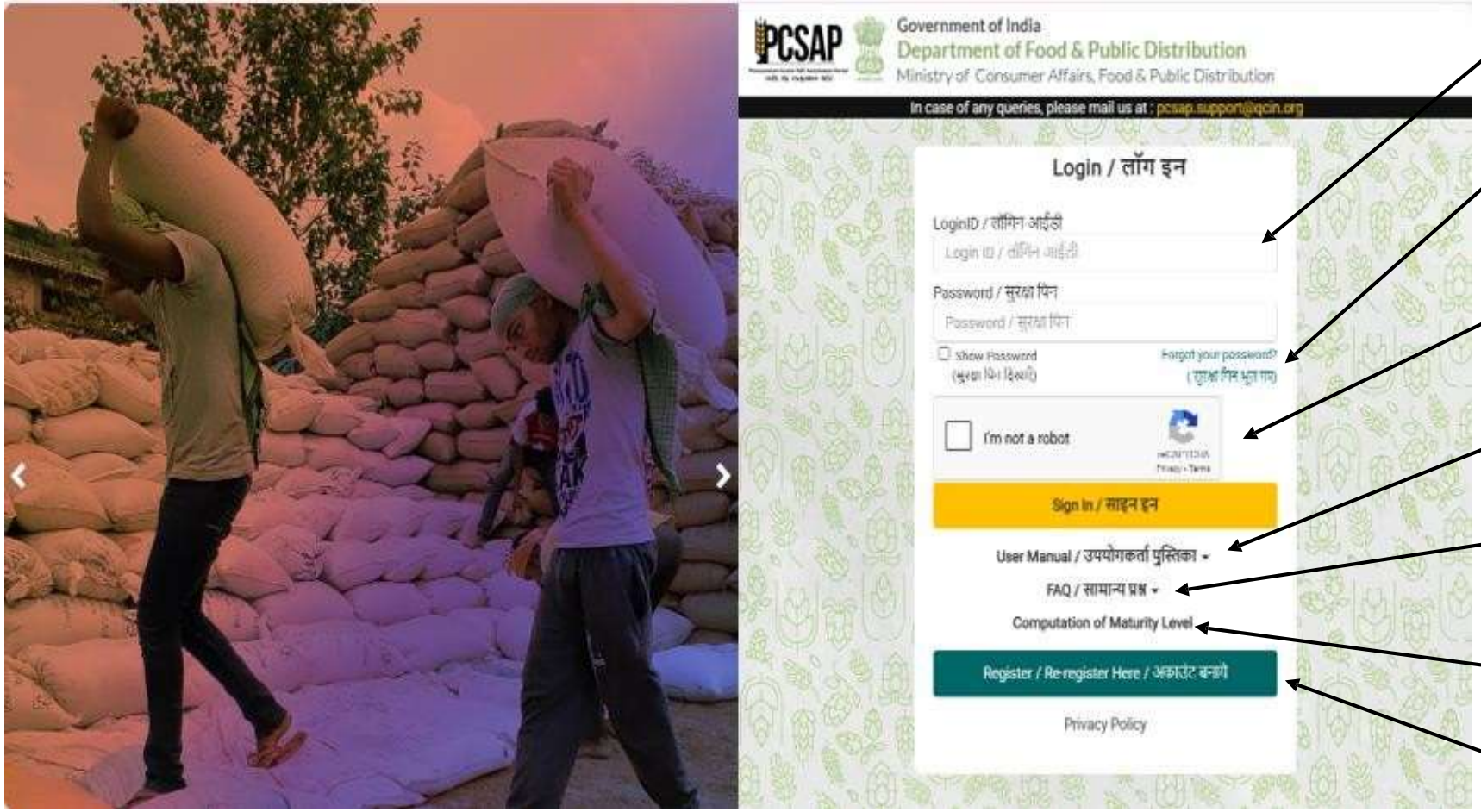
What are the requirements for the image to be uploaded as evidence?

Ans. - While capturing and uploading the image, please follow these guidelines:
Hold your camera or mobile device steady and take a clear picture.
Ensure the object in the picture is focused and clearly visible.
Avoid shaking the device while taking the picture.
Make sure there is proper lighting.
The image must be in **JPG or JPEG format** (most cameras and mobile devices automatically capture in this format).

Images that you might require during the Assessment Process

1. Center-In-Charge/Purchase Officer Photo (Mandatory)	7. Help Desk	13. First Aid Box	19. Manual Register, Computer, Tablet used for registration of farmers details	25. Entry Gate
2. Interior & Exterior Photo of PC (Mandatory)	8. Administrative building	14. Canteen Facility	20. Internet Speed at PC	27. Security and fire fighting Arrangements
3. Biometrics verification	9. Approach Road	15. Loading & unloading area	21. Information display banner/board	27. Sample Collection Pan (Enamel Plate)
4. Procurement Center board/Banner	10. Drainage	17. Weighing Scale	22. Storage Facilities	28. Moisture meter with or without calibrated certificate
5. Drinking water facility	11. Waiting Room	17. Source of Power/Electricity	23. Dunnage material	29. Analysis Kit (e.g.: weighing balance, magnifying glass, scoop, callipers and fractional weight box set)
7. Toilet facility	12. Waste Handling Arrangements	18. Lights at different places inside PC	24. Boundary Wall	30. Equipment for Grain Cleaning

1. Login Page



Enter your login ID and password, then click sign in.

Click here to receive your password on email.

Tick the checkbox to complete verification.

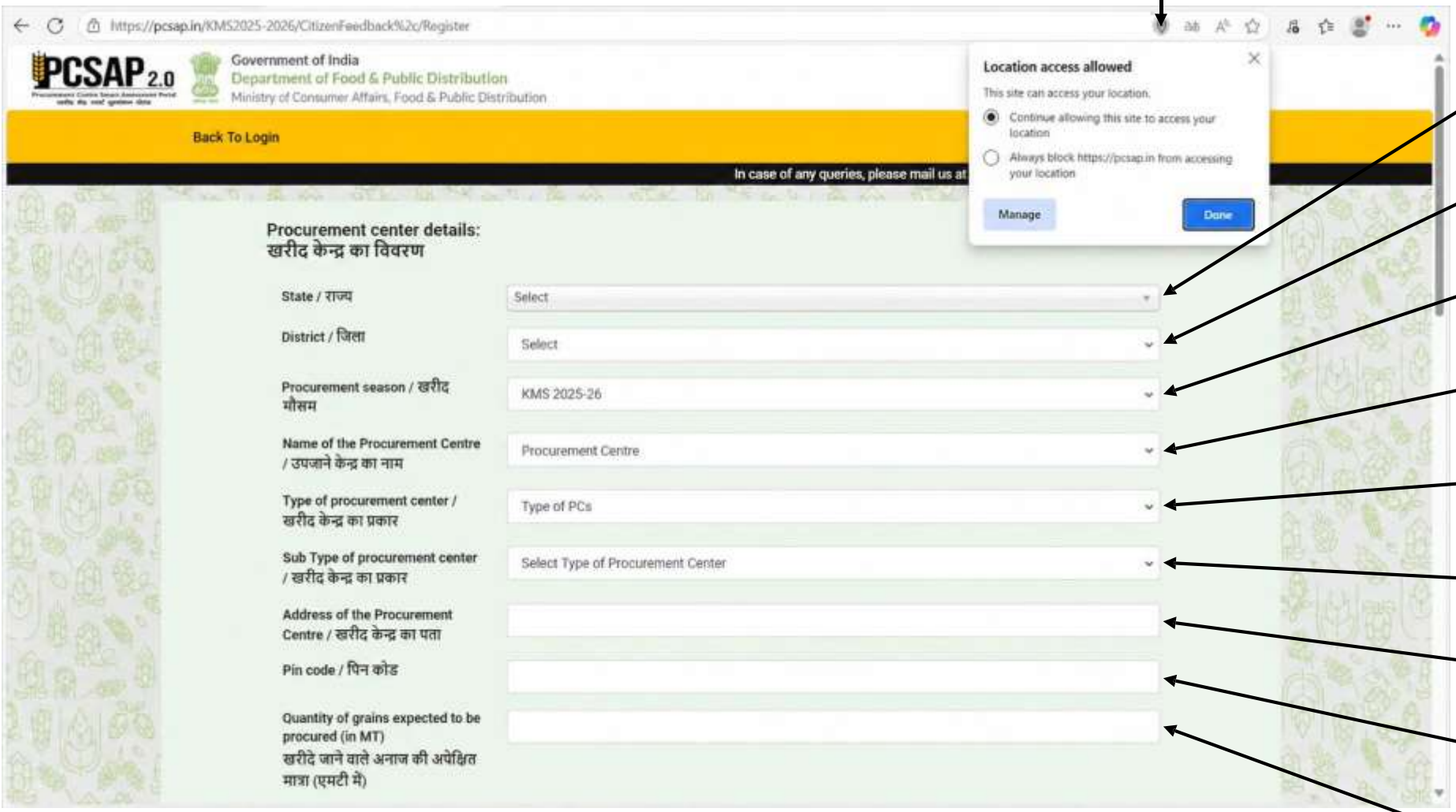
Click here to open the user guide.

Click here to view frequently asked questions.

Click here to view how the maturity level is computed.

Click here to register.

2.1 Registration Page



Click here to allow location permissions

Select your State or Search it by typing in the search bar

Select your District or Search it by typing in the search bar

Select the current procurement season

Select your procurement center or Search it by typing in the search bar

Select type of your procurement center

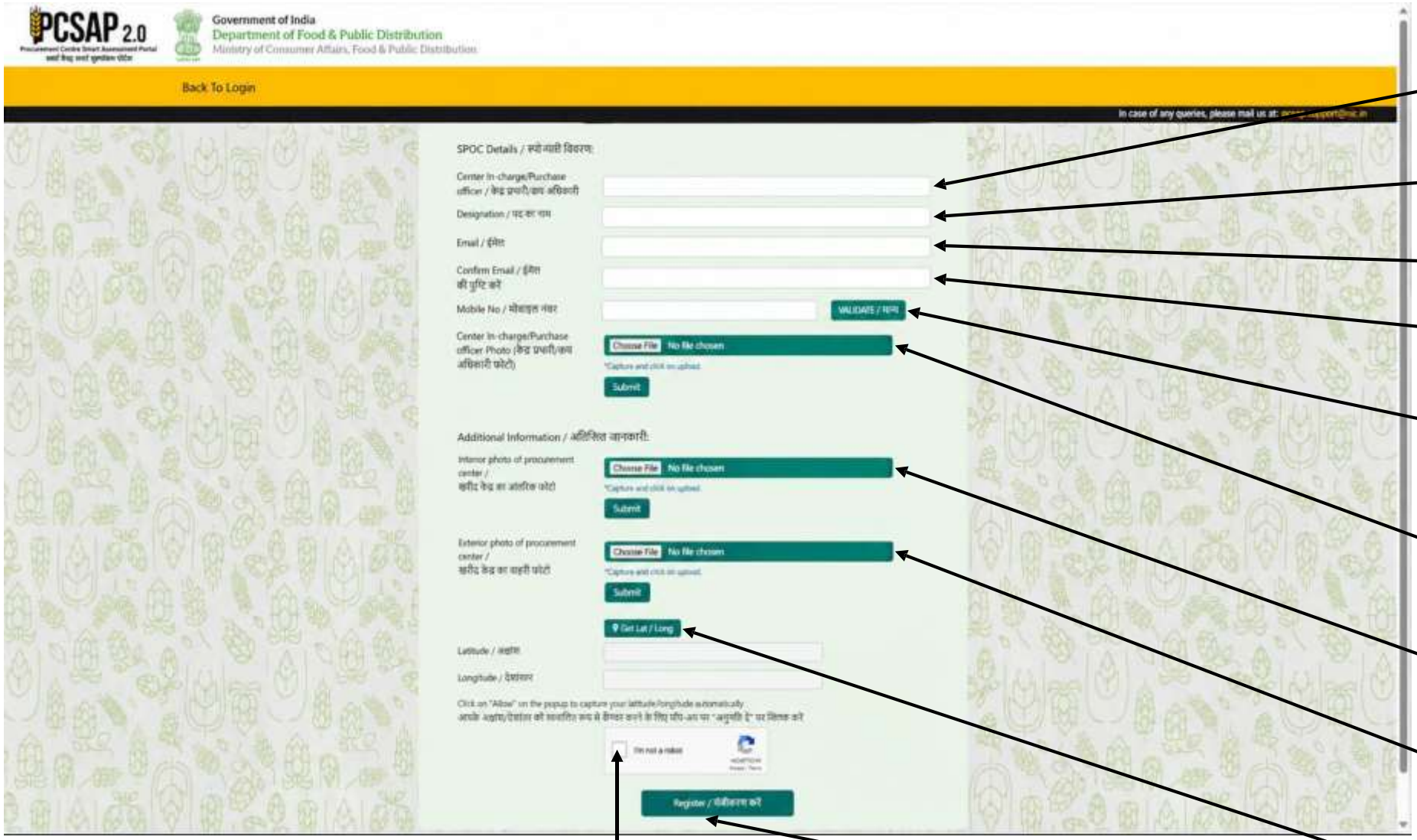
Select sub type of your procurement center

Enter full address of your center

Enter a valid 6-digit Pin Code of your area

Enter the quantity of grains to be procured at your center

2.2 Registration Page



Enter Center-In-Charge/Purchase Officer Name

Enter the designation of Center-In-Charge/Purchase officer

Provide an Email ID

Confirm your Email ID

Enter your Mobile No. & Click on 'Validate' button to get OTP. Enter OTP in Pop-Up to verify.

Upload a clear image of the Center-In-Charge/Purchase Officer & Click on 'Submit'

Upload a photo of Center from inside & Click on 'Submit'

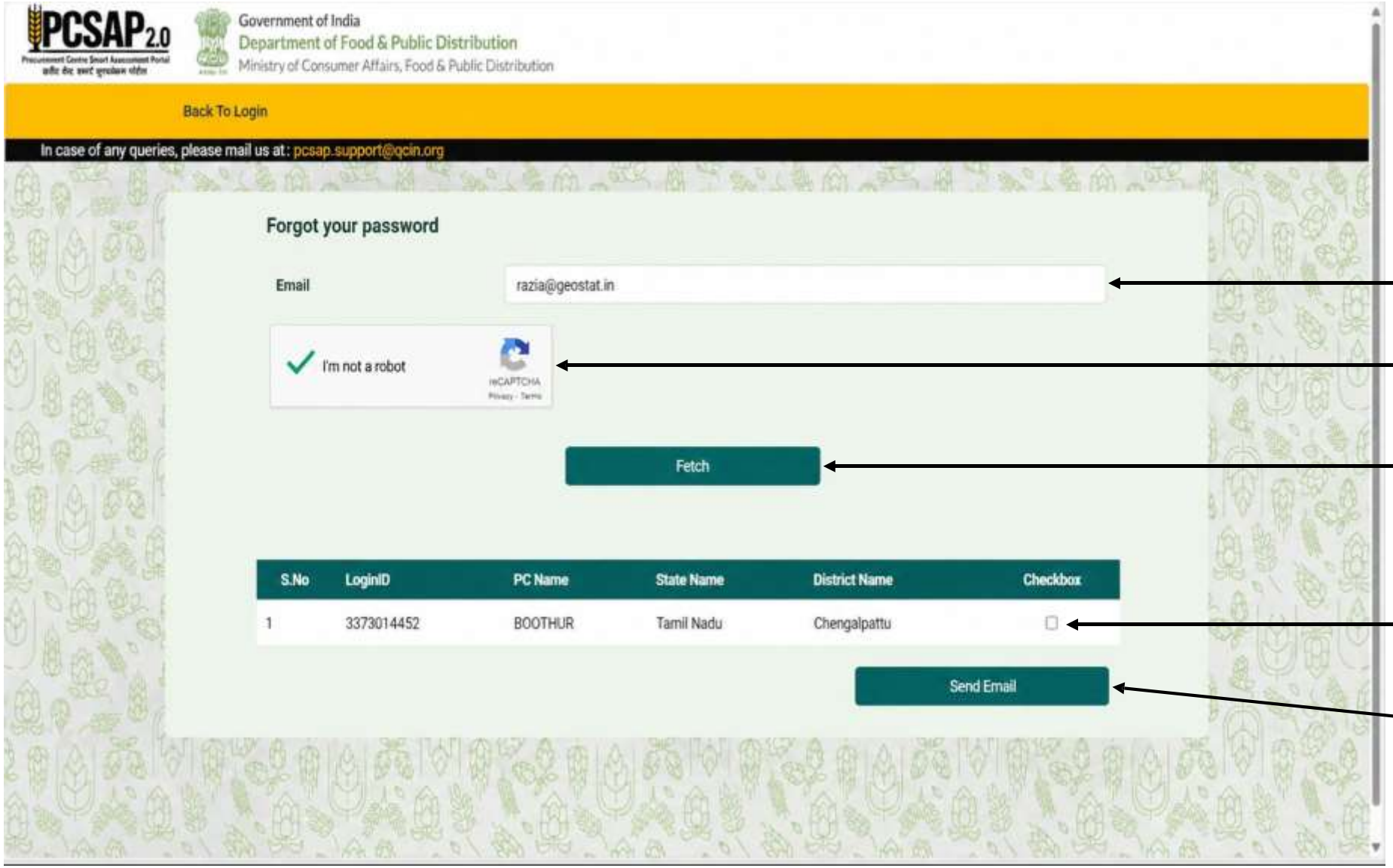
Upload a photo of Center from outside & Click on 'Submit'

Click on "Get Lat/Long" to capture your latitude/longitude automatically

Click Here for Captcha Verification

Click on 'Register' to submit.

3. Forgot Password



Enter your email id

Click here for Captcha Verification

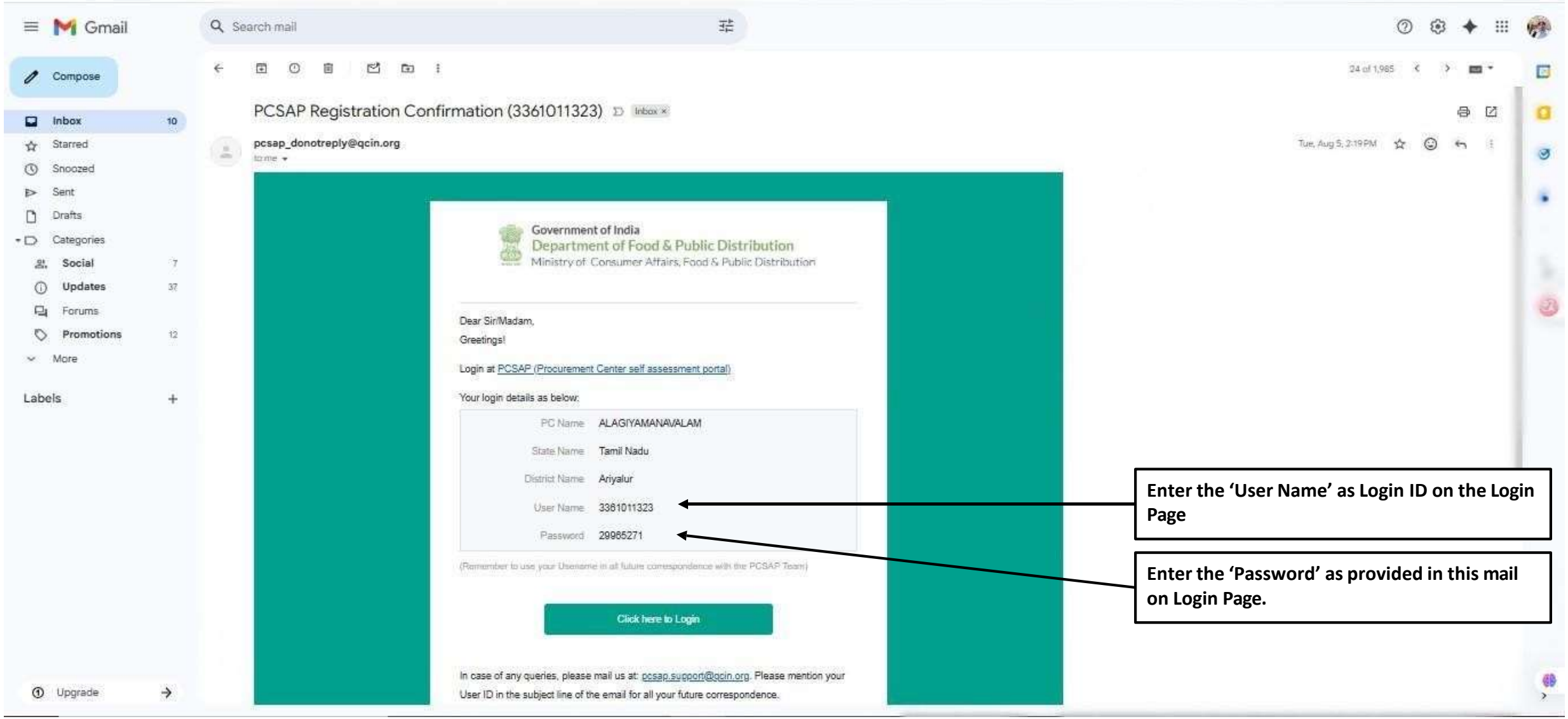
Click on 'Fetch' button to fetch your PC details

Click on checkbox

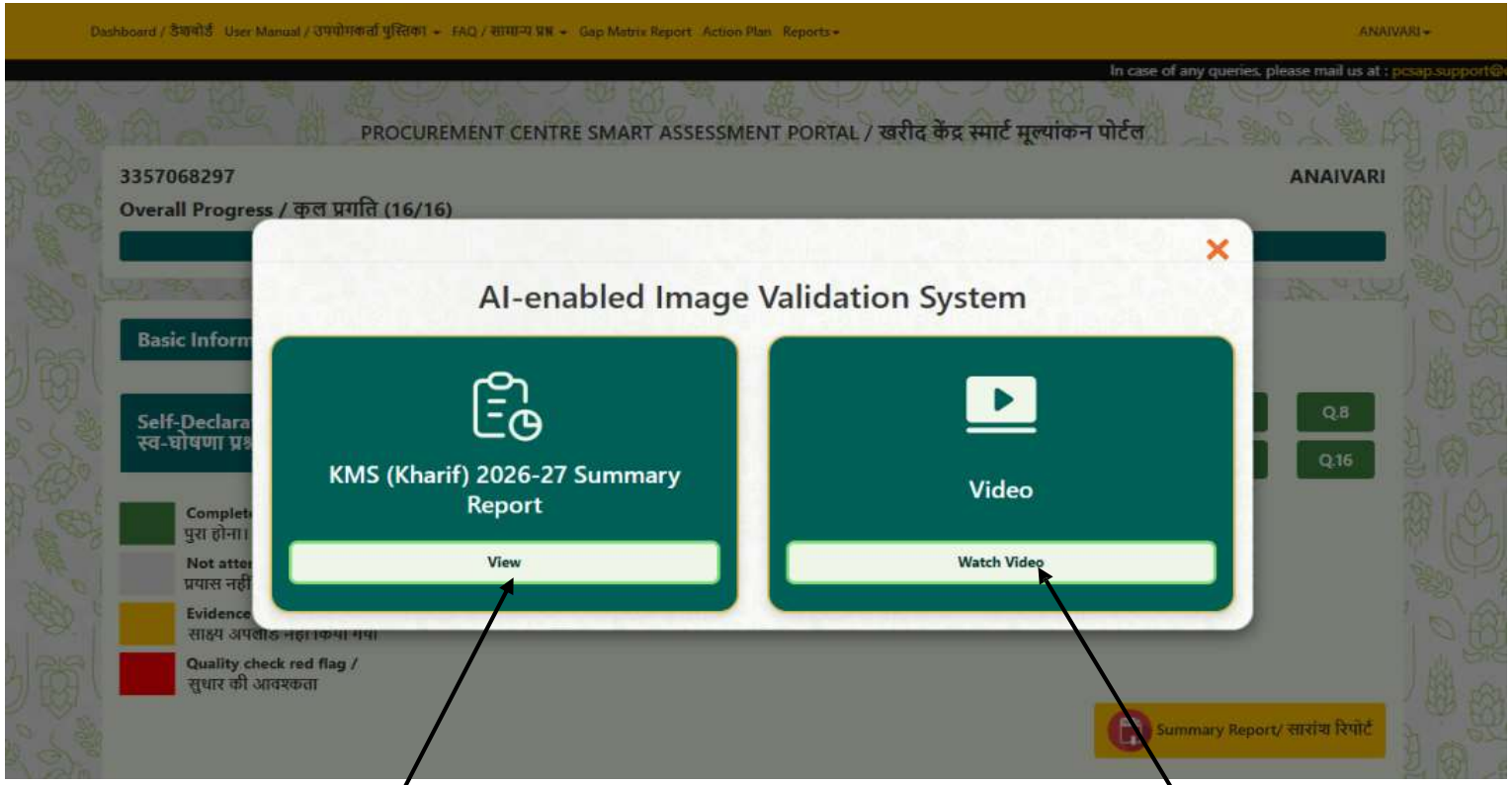
Click on 'Send Email' button to receive your login credentials on your registered mail

4. Login ID & Password Email

On registration an email as below would appear:



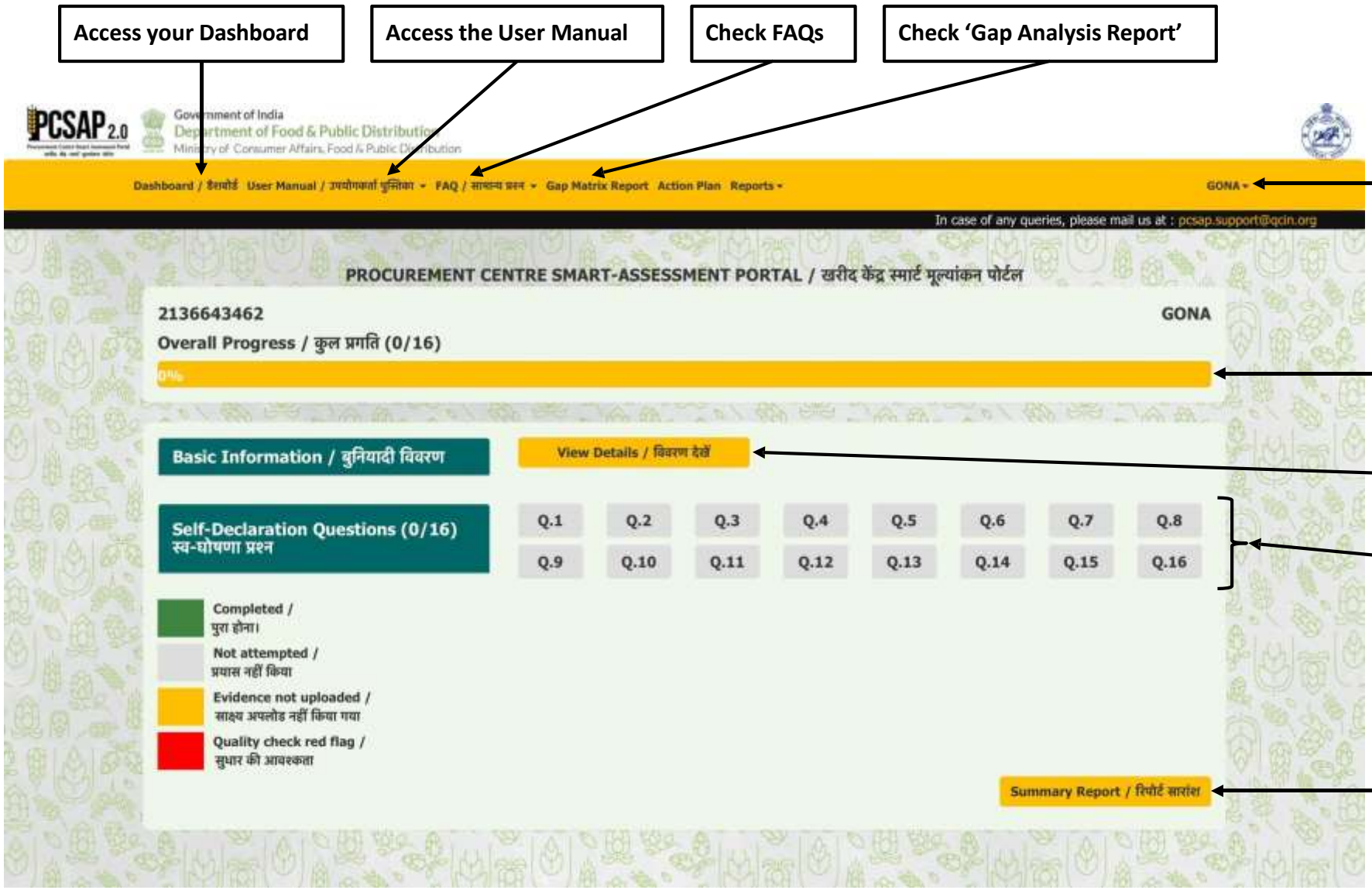
5. AI-Validation



Click here to view the summary report.

Click here to view the training video guide.

6. Dashboard



Click here to 'Change Password' or 'logout'

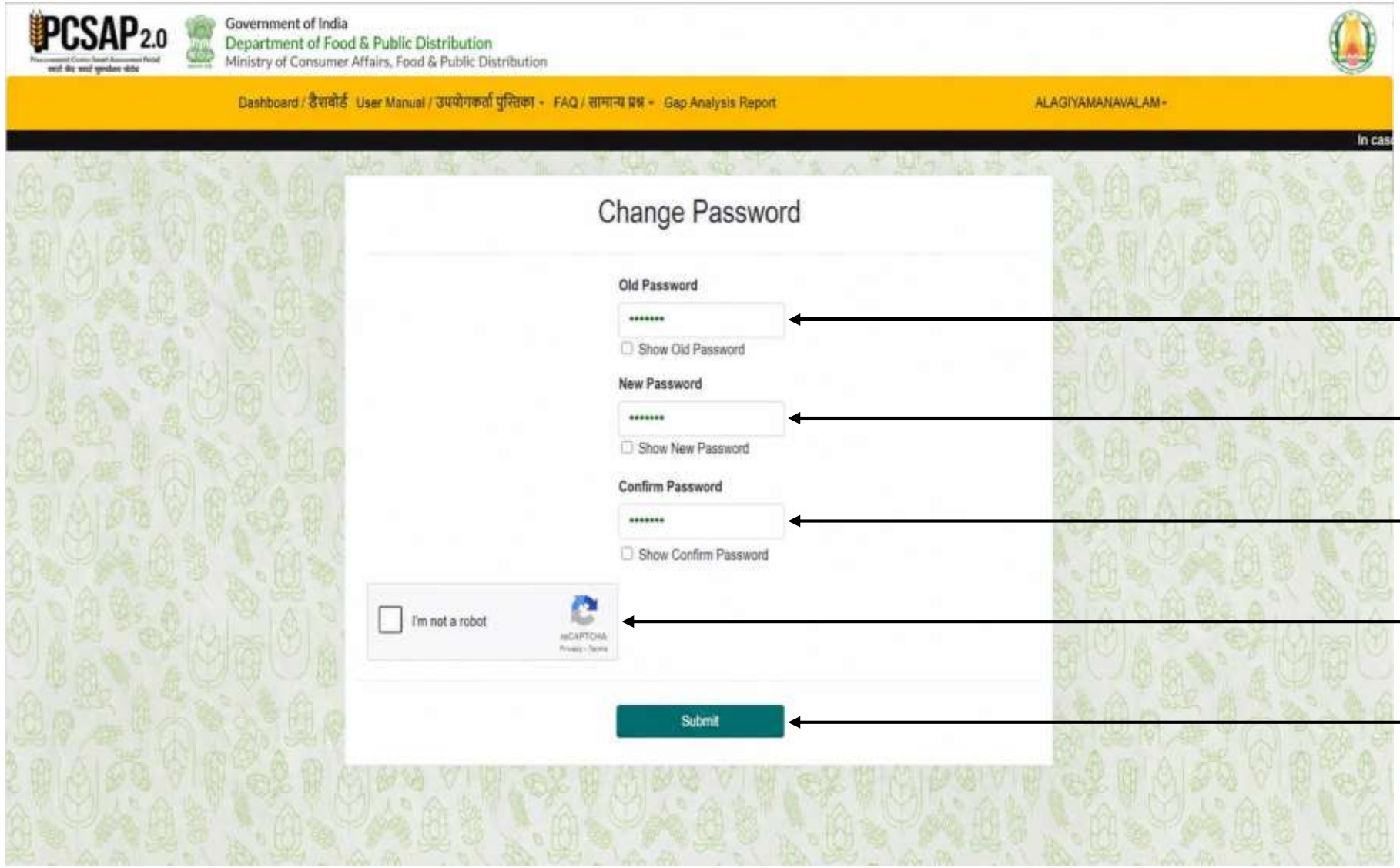
Progress Bar: Shows the number of questions attempted out of the total questions

View Your Registration Details

Click on the Question No. which you want to attempt

Click on Summary Report to view all your selected options and uploaded evidence for each question

7. Change Password



Enter your old or current password

Enter the new password

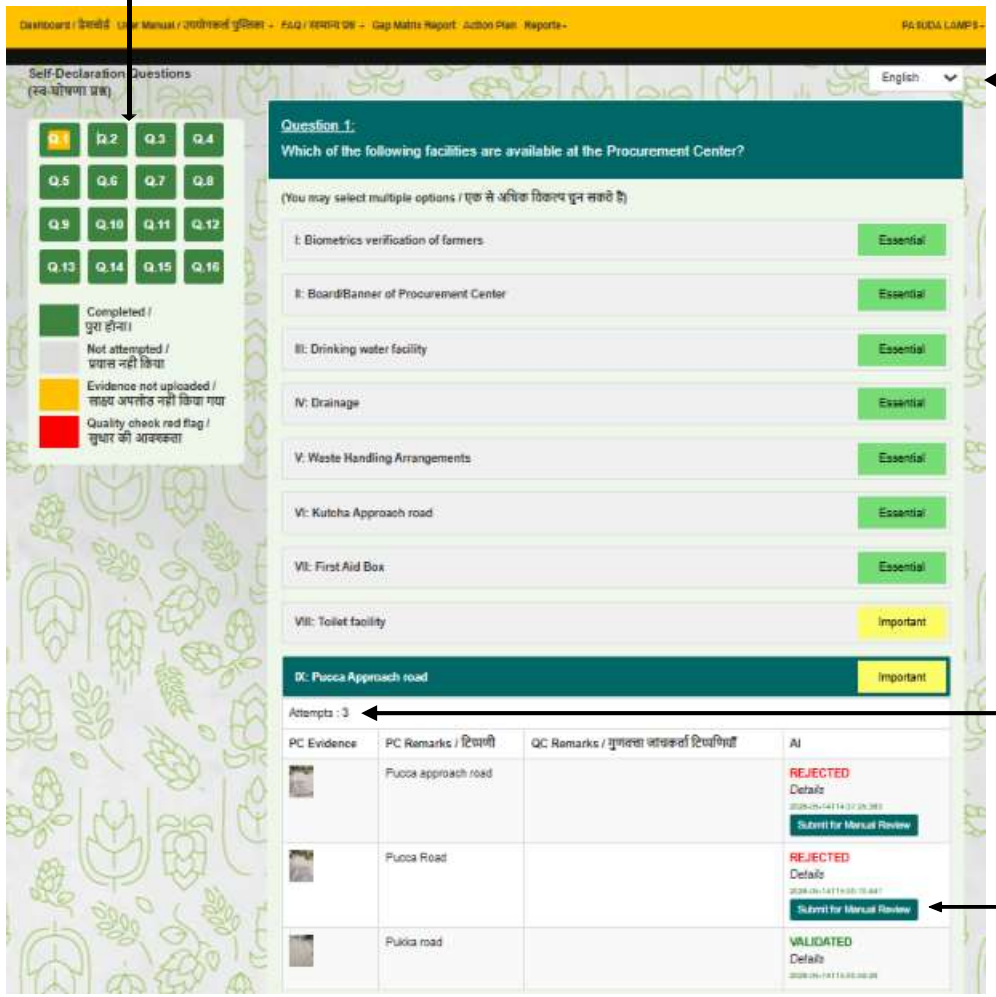
Enter the new password again

Click here for Captcha Verification

Submit to change password

8.1 Assessment Questions

Move to any Question No.



Change your language

Select all the options that apply to your center and upload the evidence for all options selected

Users will have a maximum of 3 attempts to upload an image for each facility.

If an image is rejected by AI validation but the PC believes it is valid, the PC may appeal the rejection for further scrutiny. The appealed image will be manually reviewed by the State Officer for a final decision.

8.1 Sample Evidence for Question No. 1

Biometric Verification of Farmers







Procurement Center Board/Banner







8.1 Sample Evidence for Question No. 1

Drinking Water Facility






Toilet Facility








8.1 Sample Evidence for Question No. 1

Help Desk







Administrative Building







8.1 Sample Evidence for Question No. 1

Drainage






Canteen Facility






8.1 Sample Evidence for Question No. 1

Pucca Approach Road







First Aid Box









8.1 Sample Evidence for Question No. 1

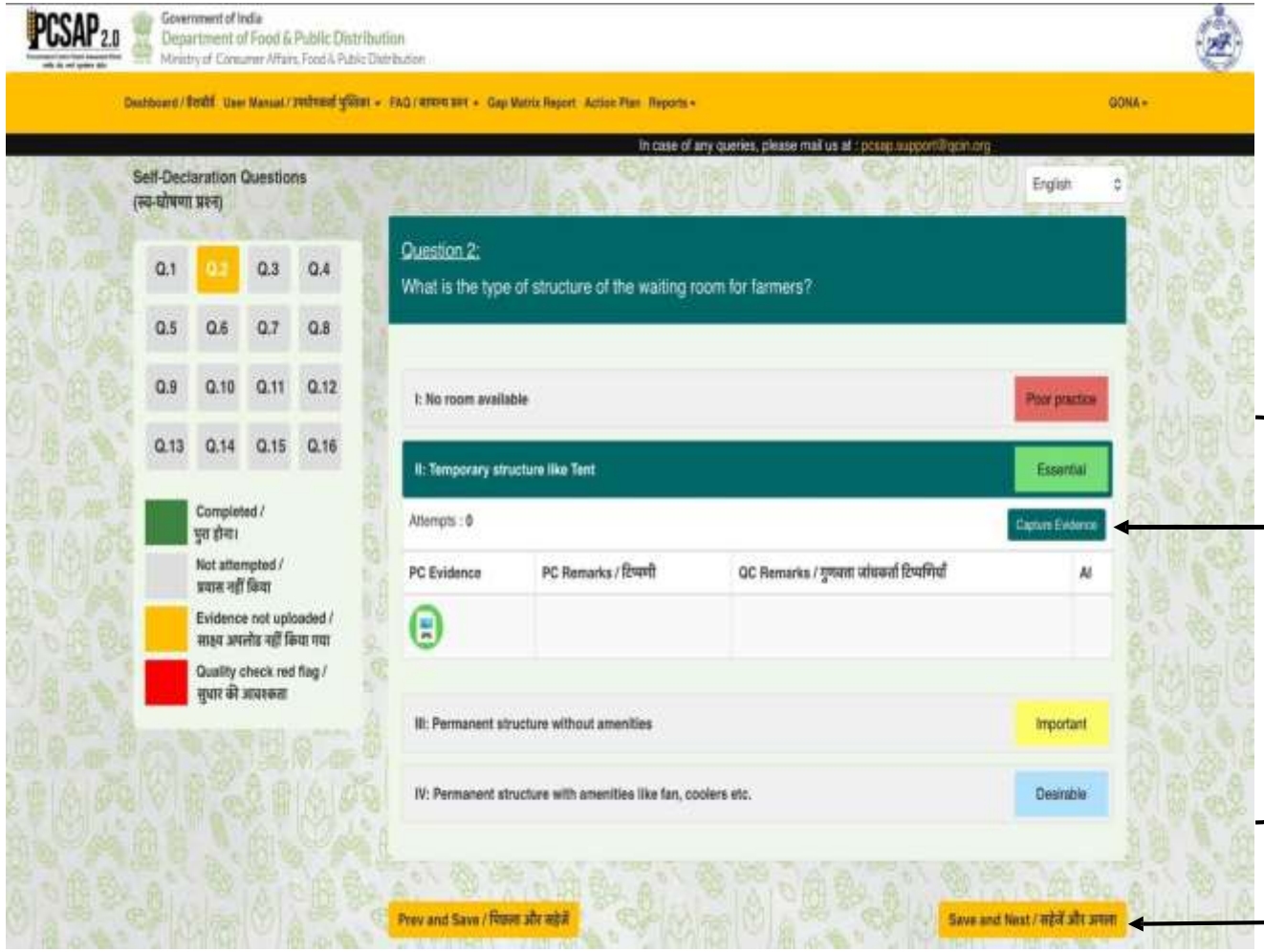
Kutcha approach road







8.2 Assessment Questions



Upload and save the evidence for options selected

Select the option that apply to your Center

Click on save and next button to proceed

8.2 Sample Evidence for Question No. 2

Temporary Structure like tent






Permanent structure with amenities like fan, coolers etc






8.2 Sample Evidence for Question No. 2

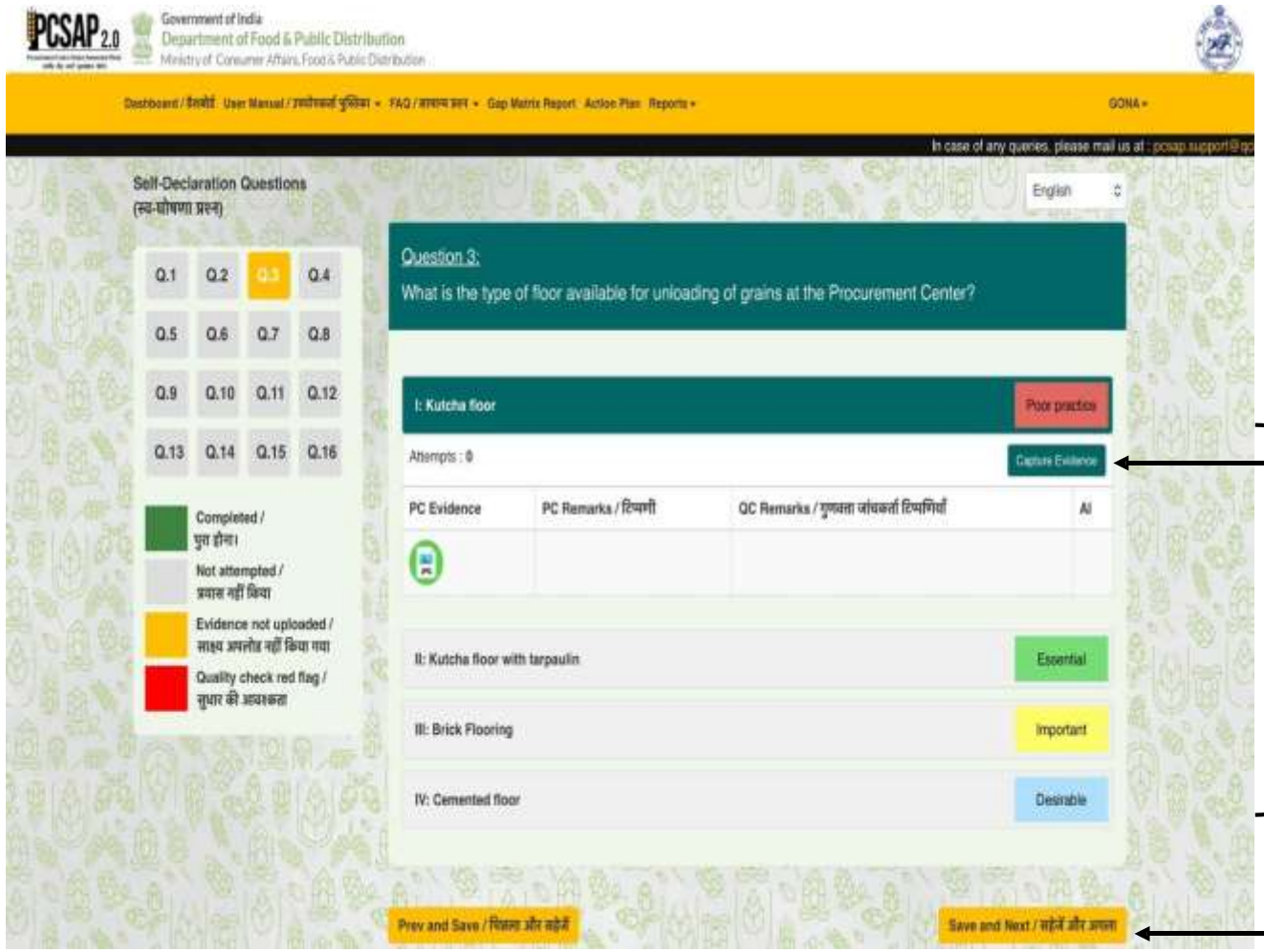
Permanent structure without amenities







8.3 Assessment Questions



Upload the evidence for options selected

Select the option that apply to your Center

Click on save and next button to proceed

8.3 Sample Evidence for Question No. 3

Brick flooring





Cemented floor





8.3 Sample Evidence for Question No. 3

Kutcha floor







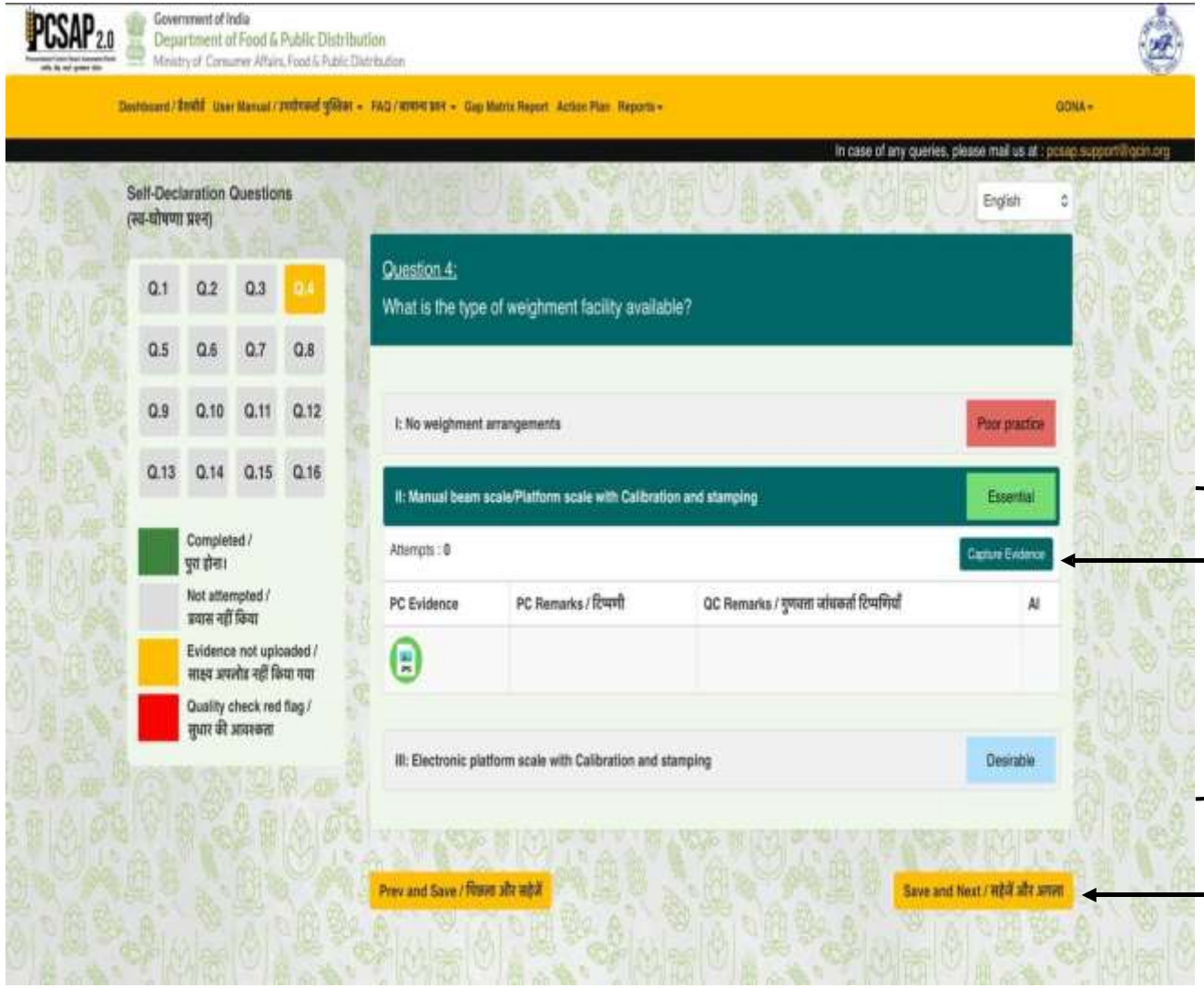
Kutcha floor with tarpaulin







8.4 Assessment Questions



Upload the evidence for options selected

Select the option that apply to your Center

Click on save and next button to proceed

8.4 Sample Evidence for Question No. 4

Manual weighment scale



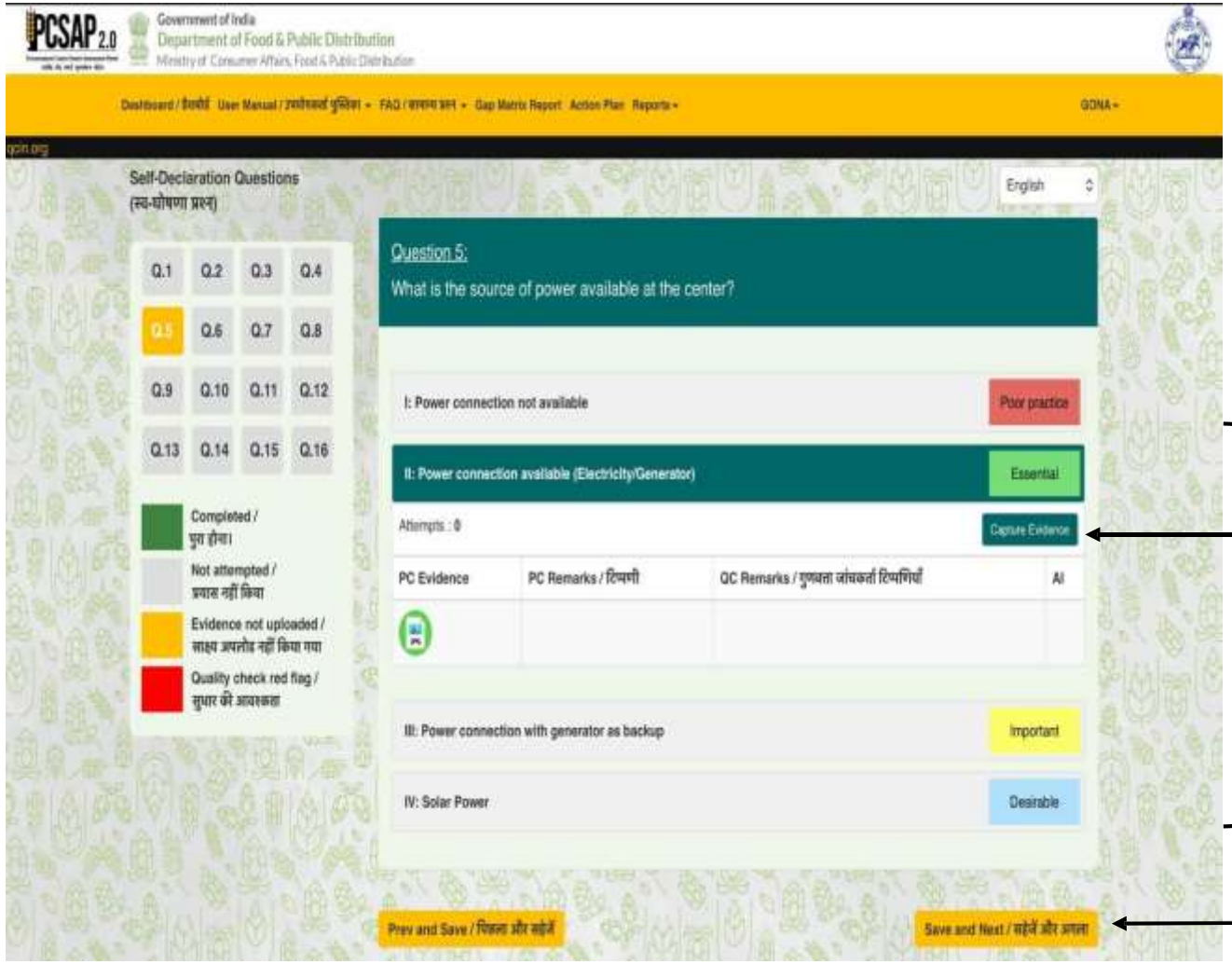


Electronic platform scale





8.5 Assessment Questions



Upload the evidence for option selected

Select the option that apply to your Center

Click on save and next button to proceed

8.5 Sample Evidence for Question No. 5

Power Connection Available (Electricity/Generator)







Power Connection with Generator as Backup







8.5 Sample Evidence for Question No. 5

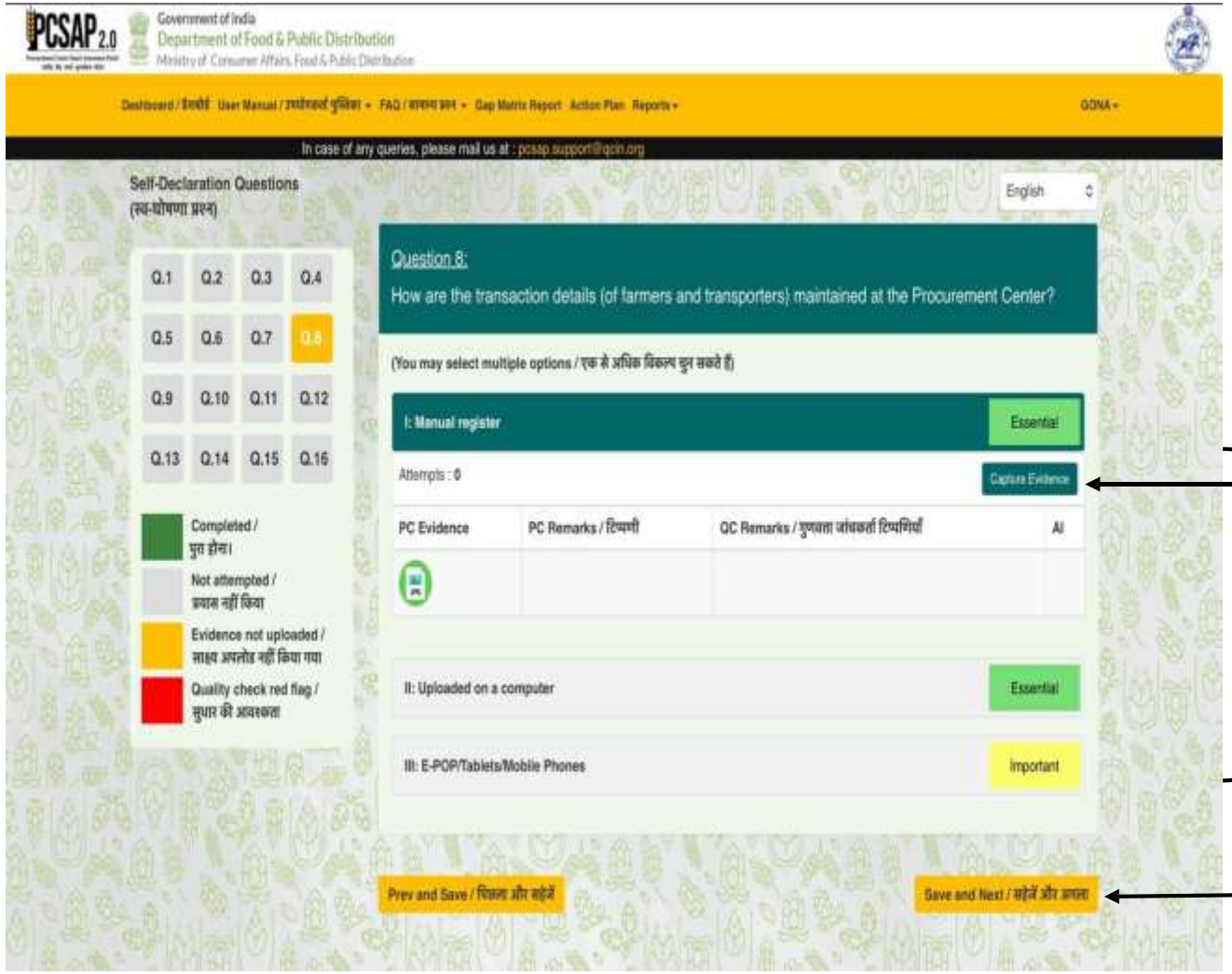
Solar power







8.8 Assessment Questions



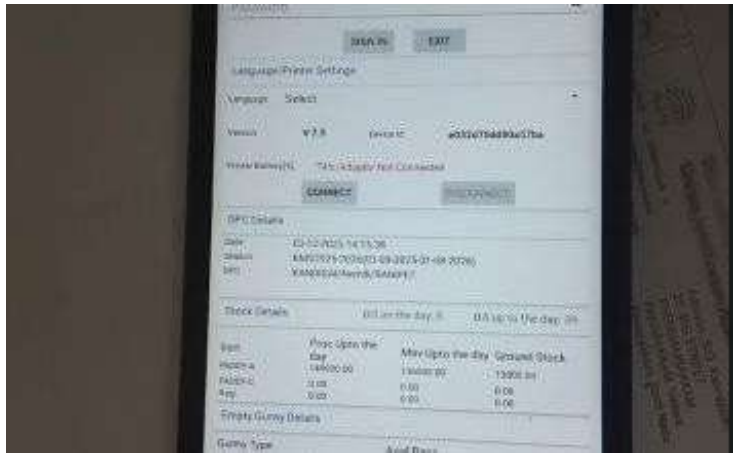
Upload the evidence for all options selected

Select the option that apply to your Center

Click on save and next button to proceed

8.8 Sample Evidence for Question No. 8

E-Pop, Tablets and Mobile phones







Manual register

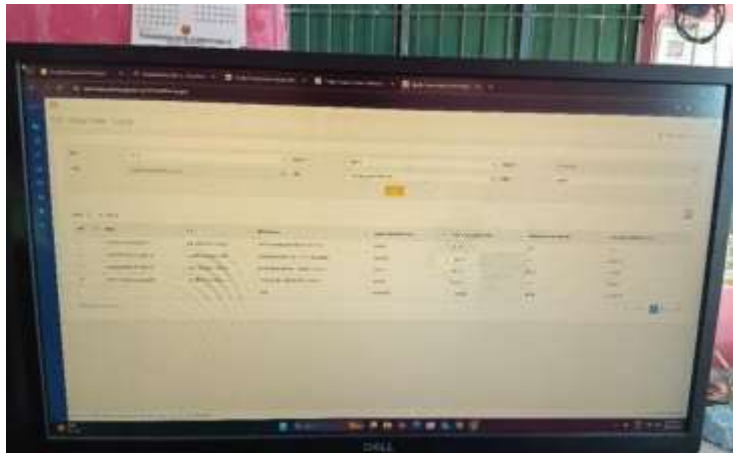






8.8 Sample Evidence for Question No. 8

Uploaded on a computer

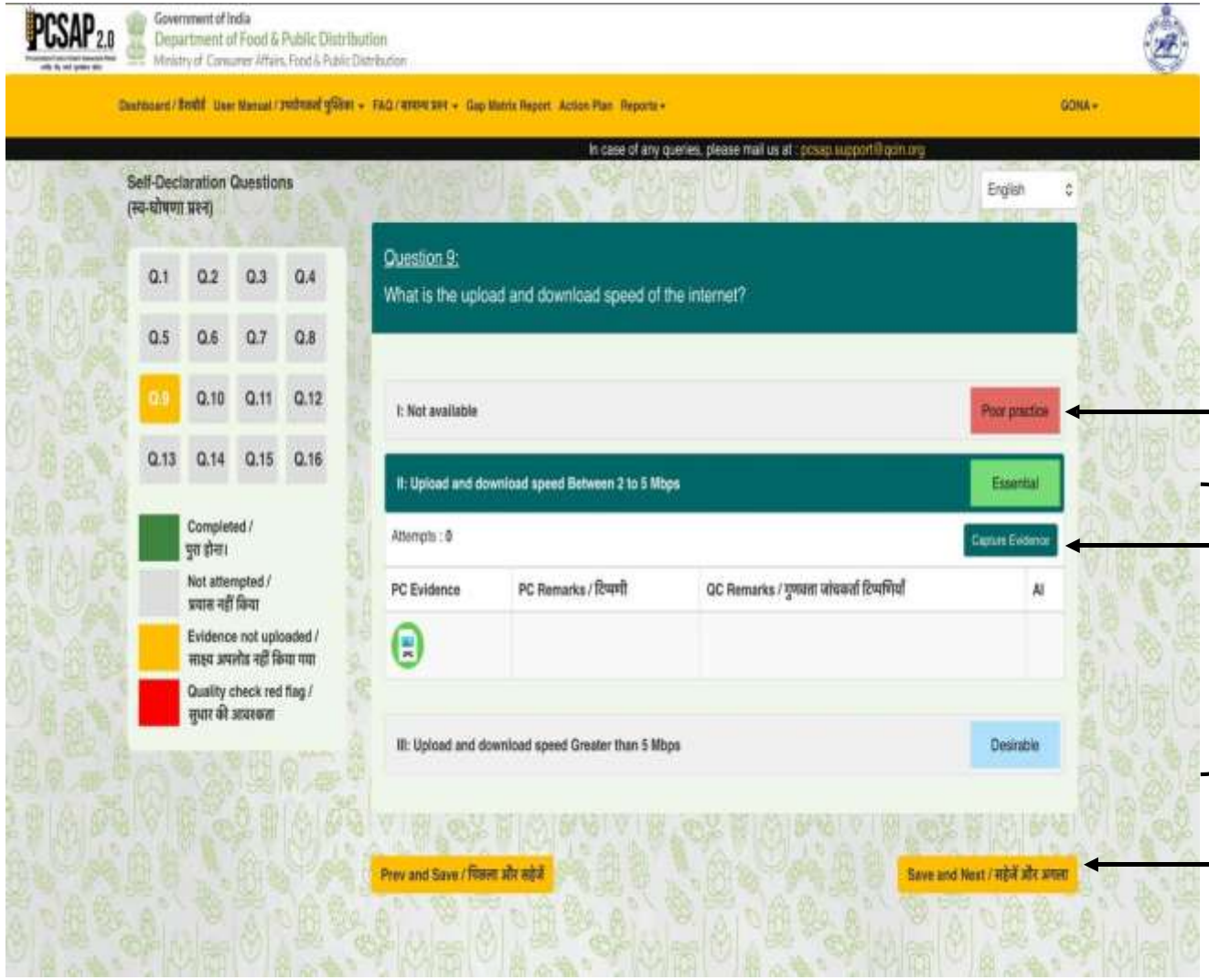






7.9 Assessment Questions

Note: Tocheck your internet speed, search internet speed test on Google and visit one of the websites to record your speed.



Select 'Not Available' if internet facility is not available

Upload the evidence for option selected

Select the option that apply to your Center

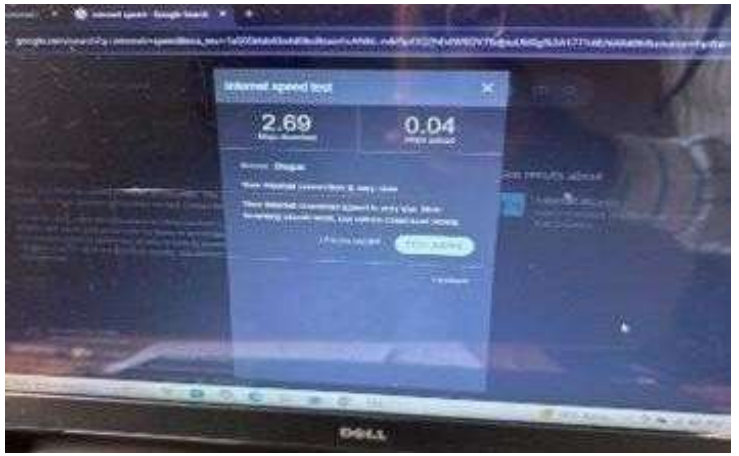
Click on save and next button to proceed

8.9 Sample Evidence for Question No. 9

Upload and Download Speed Between 2 to 5 Mbps







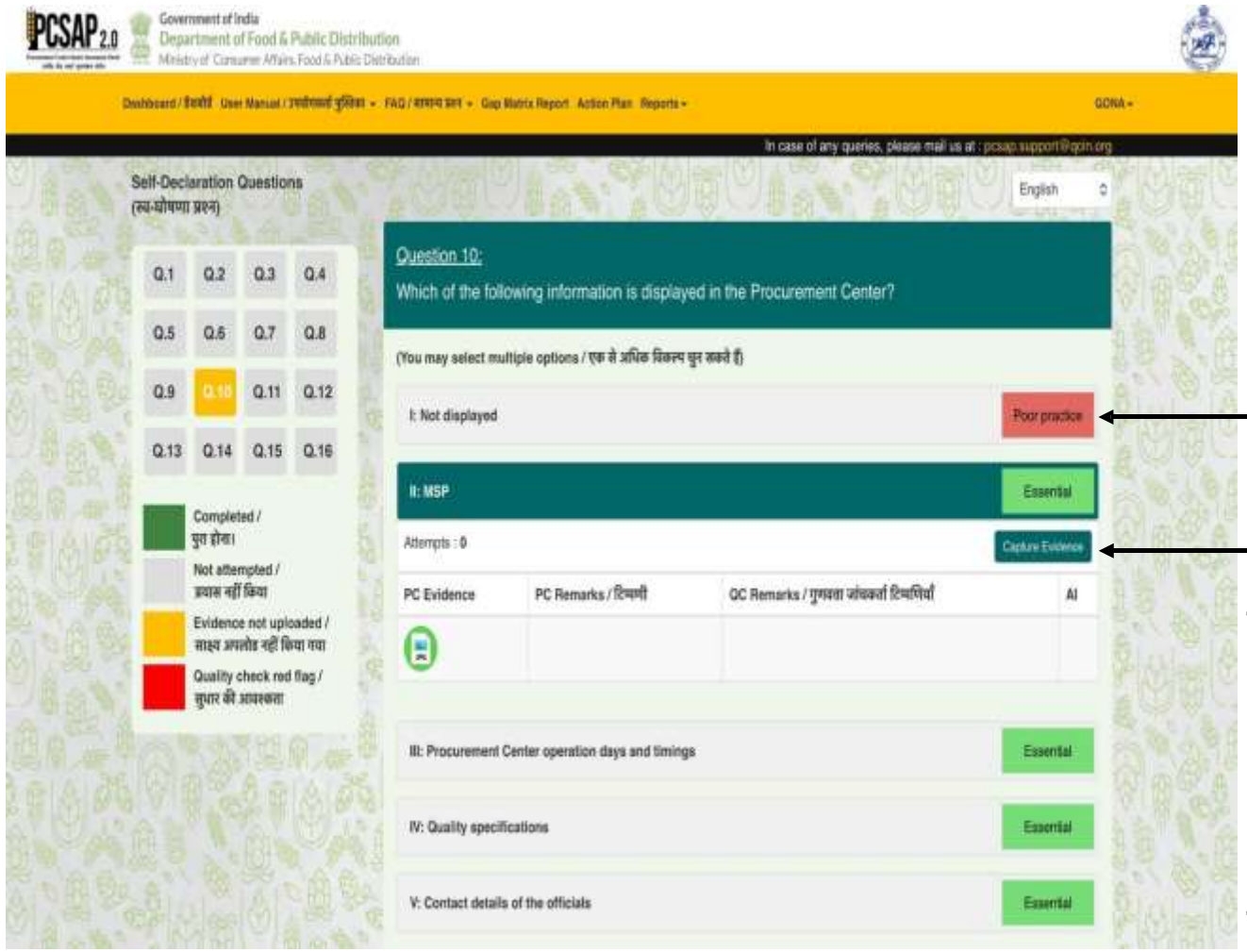
Upload and Download Speed Greater Than 5 Mbps







8.10 Assessment Questions



Select 'Not Displayed' if no information is displayed

Upload the evidence for all options selected

Select all the options that apply to your Center

8.10 Sample Evidence for Question No. 10

MSP







Procurement Centre Operation days and timings







8.10 Sample Evidence for Question No. 10

Quality Specification







Contact details for grievance redressal







8.10 Sample Evidence for Question No. 10

Contact details of the officials

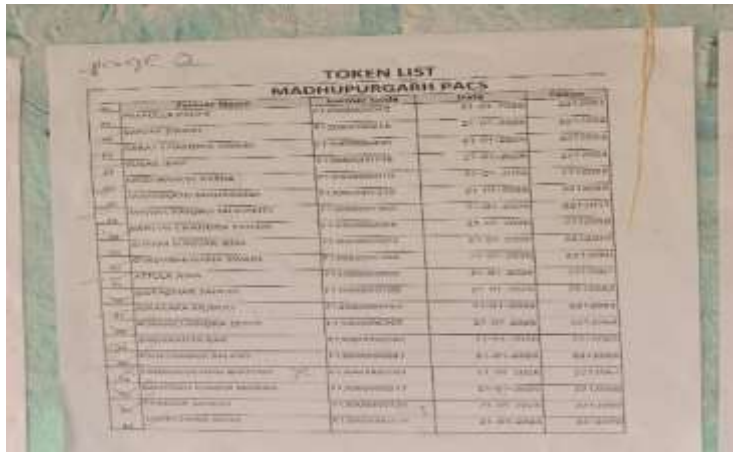






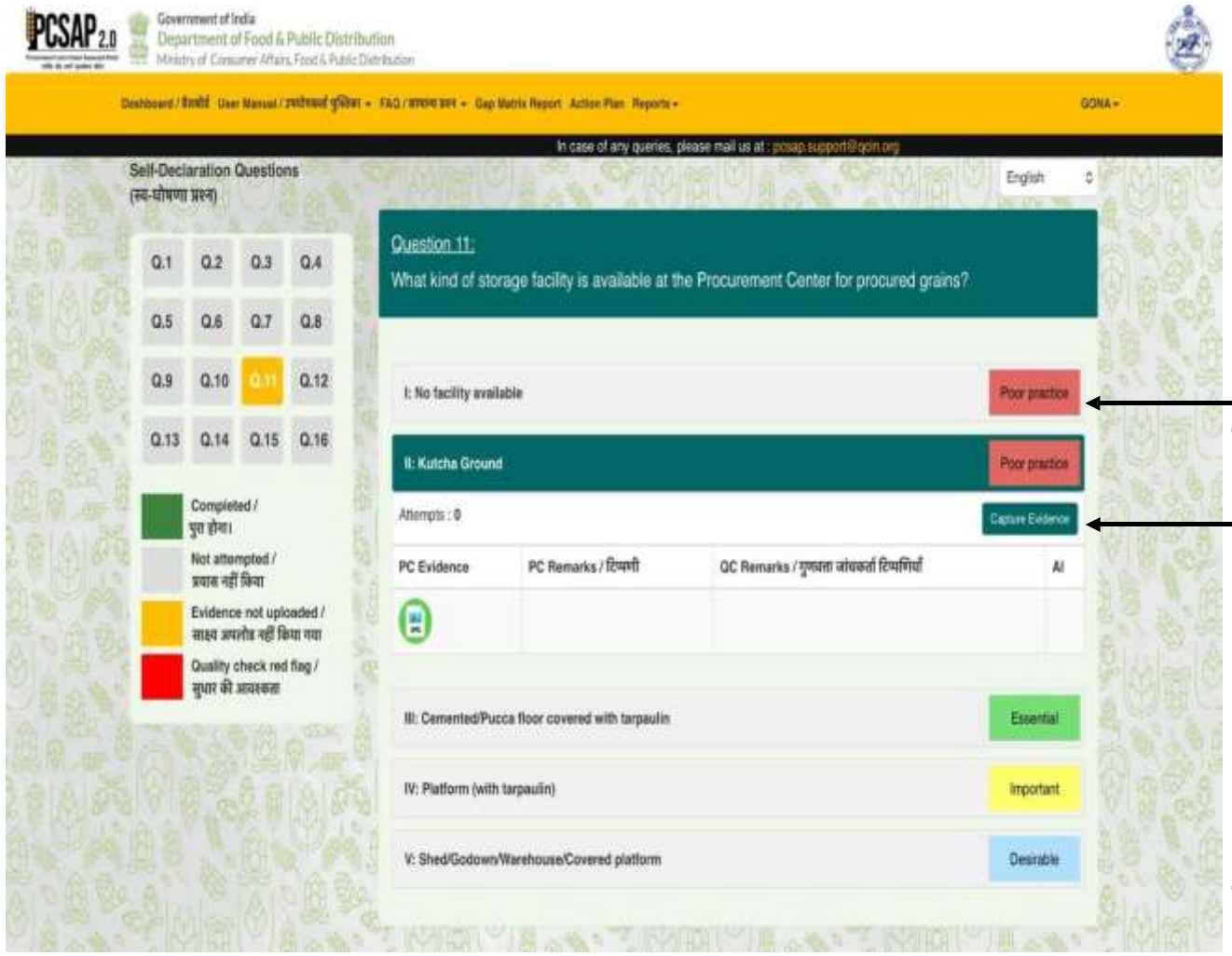
List of token generated farmers







8.11 Assessment Questions



Select 'No Facility' if there is no storage facility available

Upload the evidence for all options selected

Select all the options that apply to your Center

8.11 Sample Evidence for Question No. 11

Cemented Floor Covered with Tarpaulin





Kutcha Ground






8.11 Sample Evidence for Question No. 11

Platform with Tarpaulin



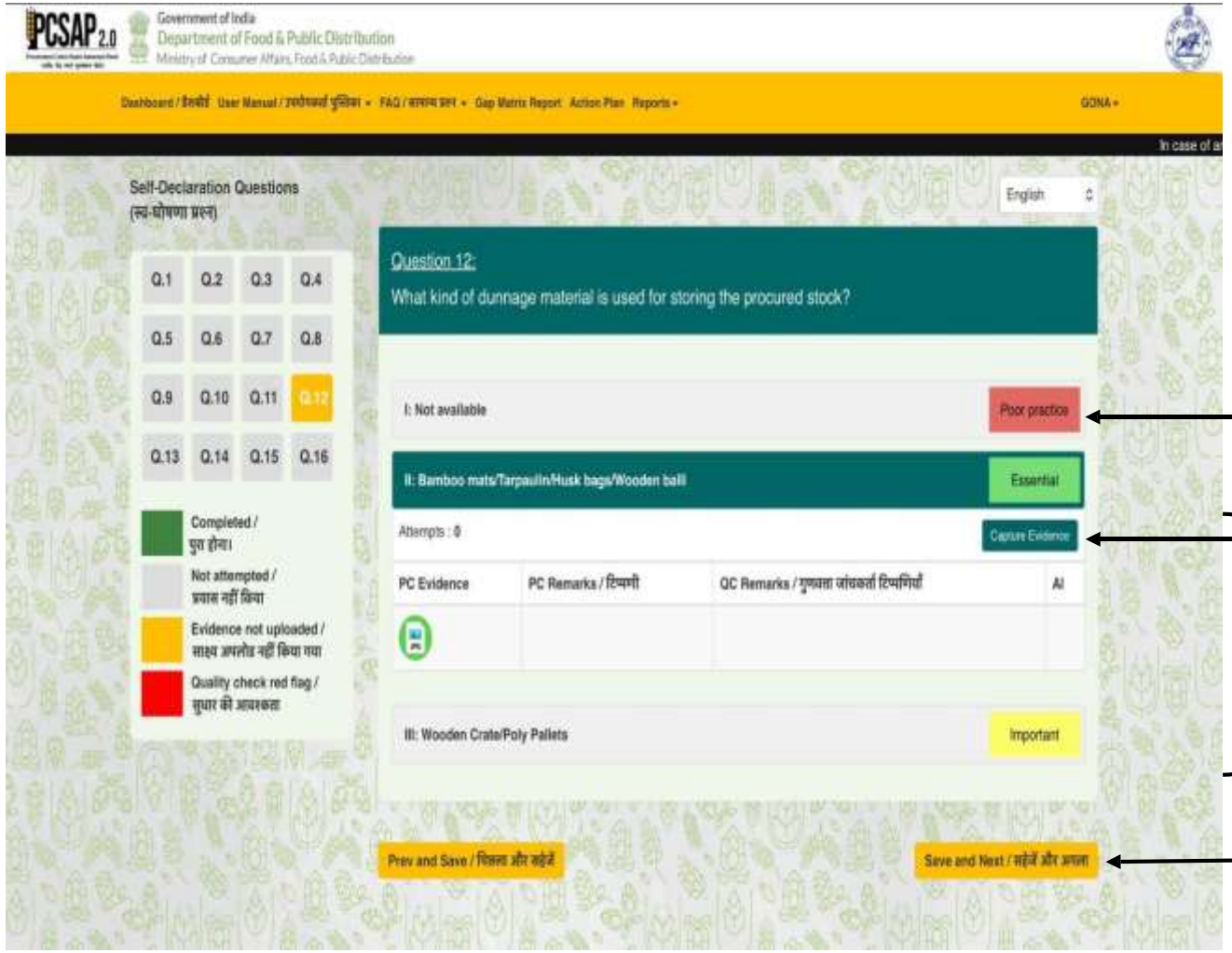


Shade / Godown / Warehouse with Covered Platform





8.12 Assessment Questions



Select 'Not available' if there is no dunnage facility available

Upload the evidence for all options selected

Select all the options that apply to your Center

Click on save and next button to proceed

8.12 Sample Evidence for Question No. 12

Bamboo mats/Tarpaulin/Husk bags /Wooden balli







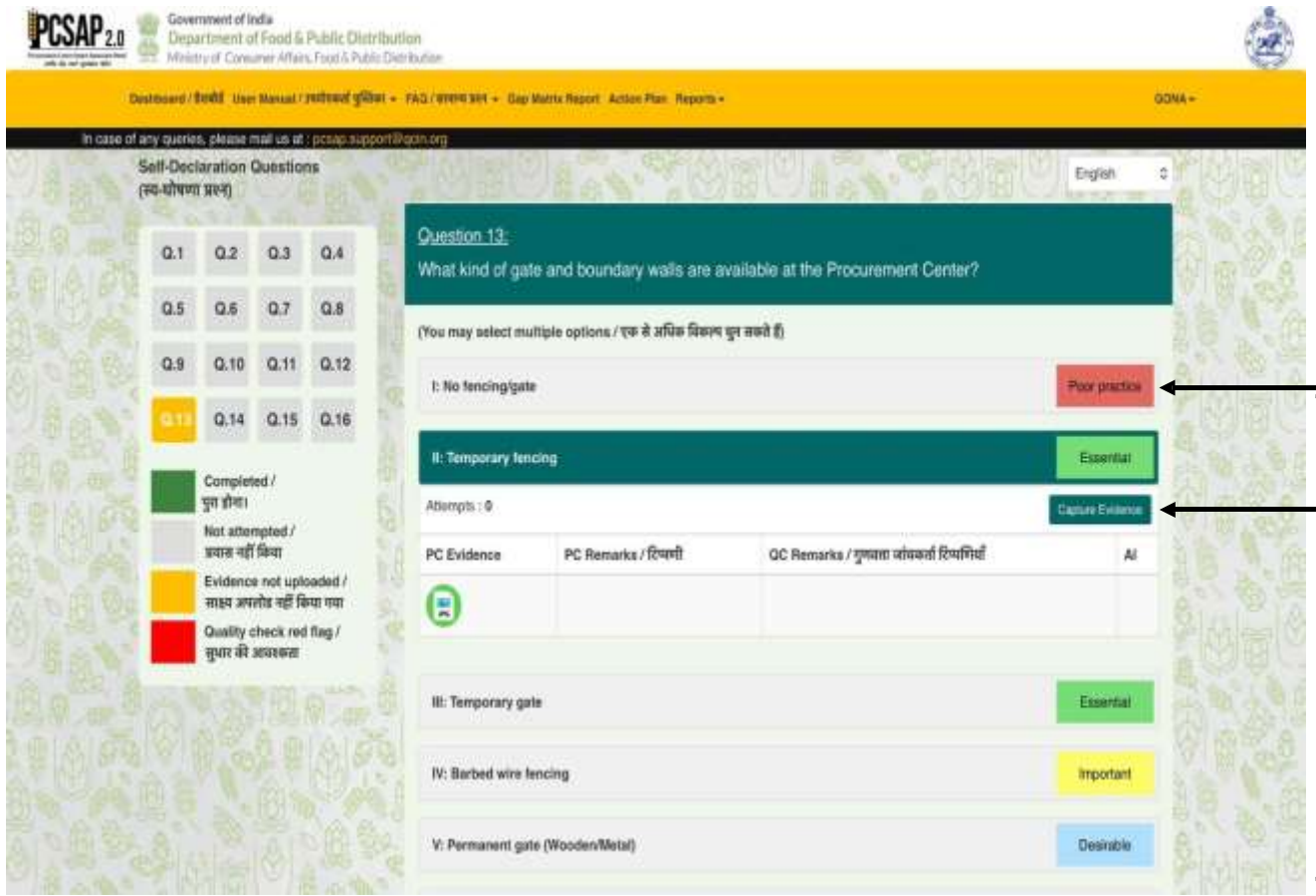
Wooden Crate/Poly Pallets







8.13 Assessment Questions



Select 'No fencing/gate' if there are no gate and boundary walls at PC

Upload the evidence for all options selected

Select all the options that apply to your Center

8.13 Sample Evidence for Question No. 13

Barbed Wire Fencing







Temporary Fencing







8.13 Sample Evidence for Question No. 13

Permanent Gate Wooden/Metal







Pucca Compound Wall







8.13 Sample Evidence for Question No. 13

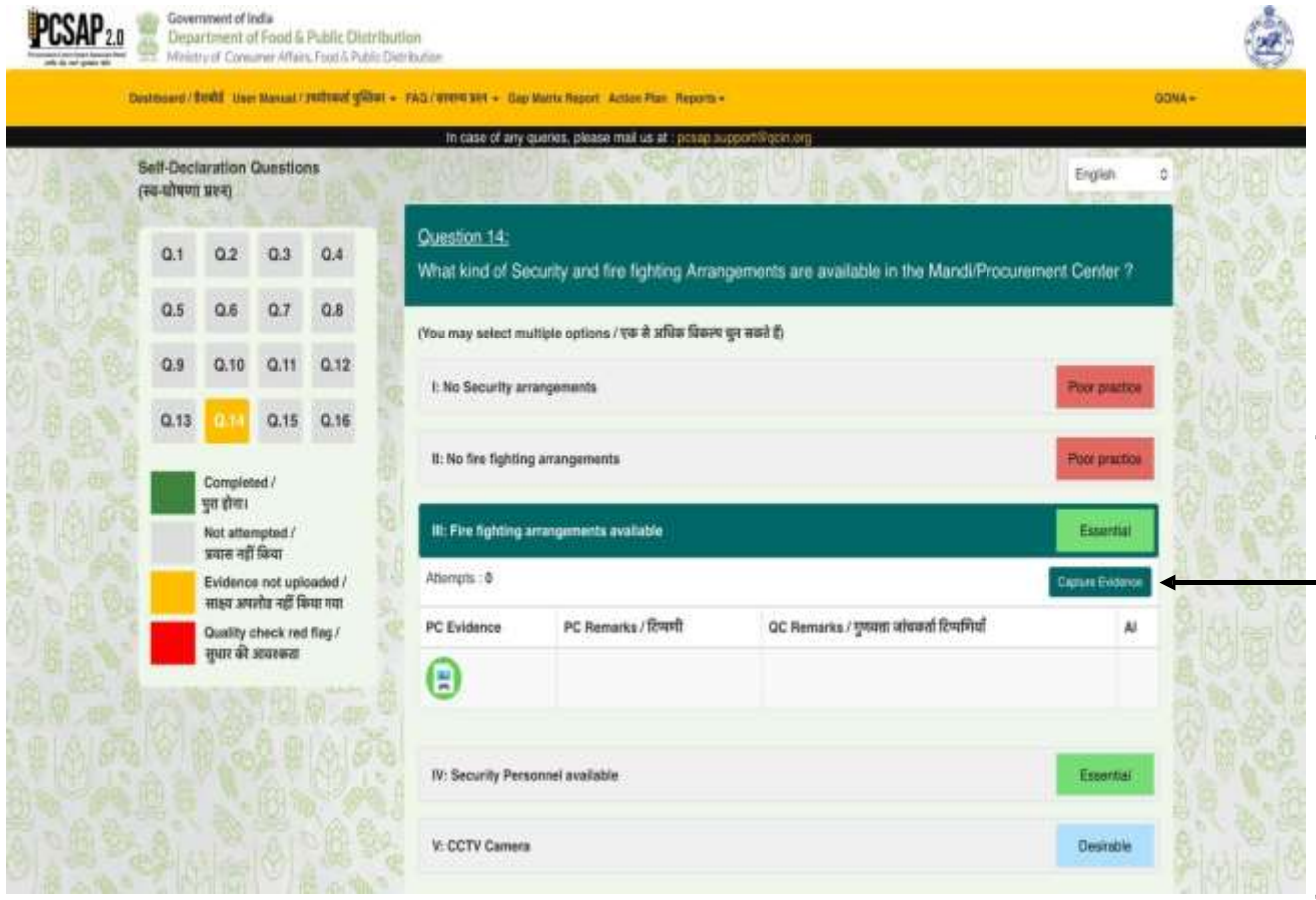
Temporary Gate







8.14 Assessment Questions



Upload the evidence for all options selected

Select all the options that apply to your Center

8.14 Sample Evidence for Question No. 14

Fire Fighting Arrangements







CCTV Camera






8.14 Sample Evidence for Question No. 14

Security Personnel Available

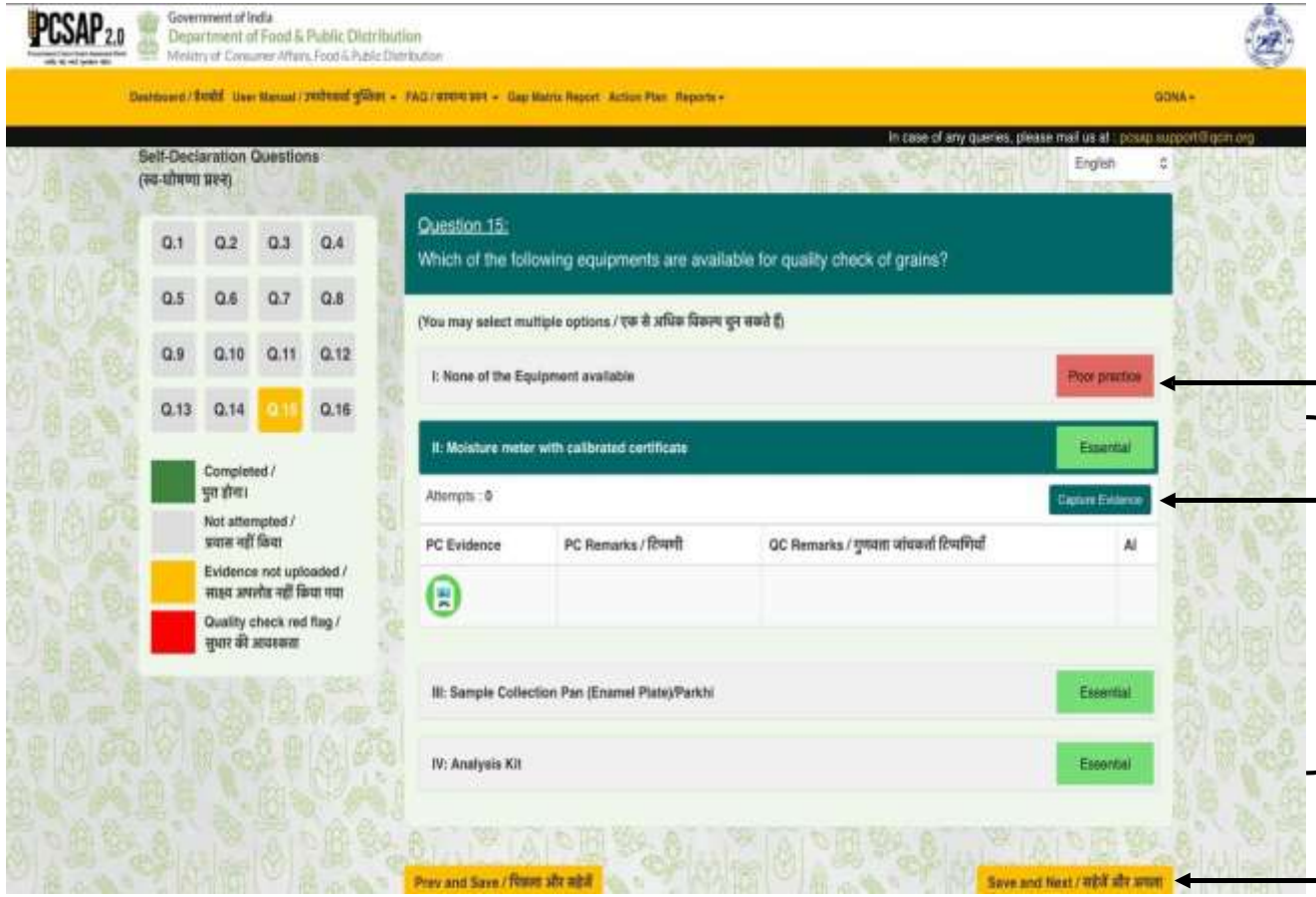








8.15 Assessment Questions



Select 'None of the Equipment Available' if None of the Equipment are Available

Upload the evidence for all options selected

Select all the options that apply to your Center

Click on save and next button to proceed

8.15 Sample Evidence for Question No. 15

Moisture meter with calibrated certificate







Sample Collection Pan (Enamel Plate)/Parkhi







8.15 Sample Evidence for Question No. 15

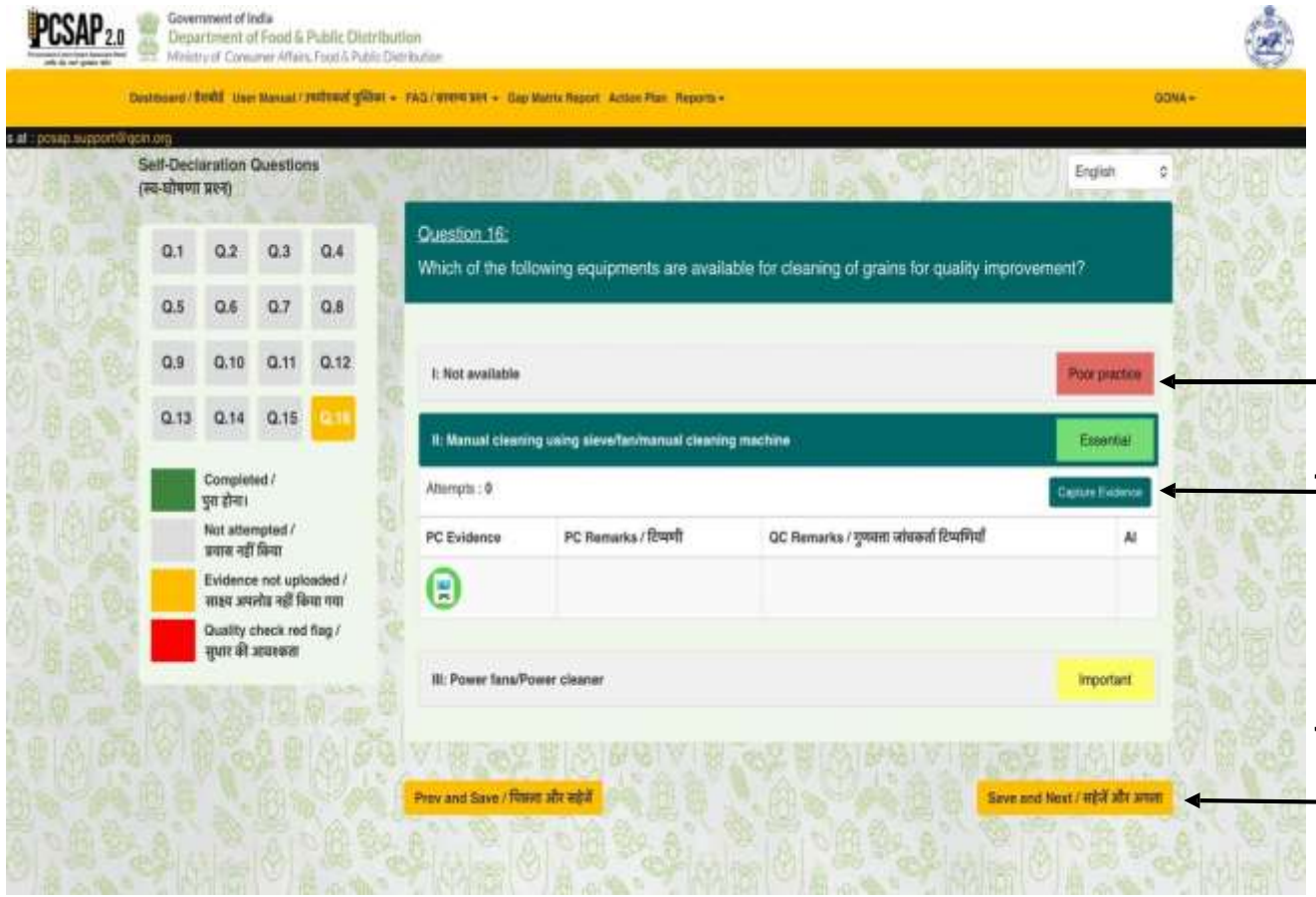
Analysis Kit (e.g.: weighing balance,magnifying glass, scoop, callipers and fractional weight box set)







8.16 Assessment Questions



Select 'Not Available' if None of the Equipment are Available

Upload the evidence for option selected

Select the option that apply to your Center

Click on save and next button to proceed

8.16 Sample Evidence for Question No. 16

Manual cleaning using sieve/fan/manual cleaning machine







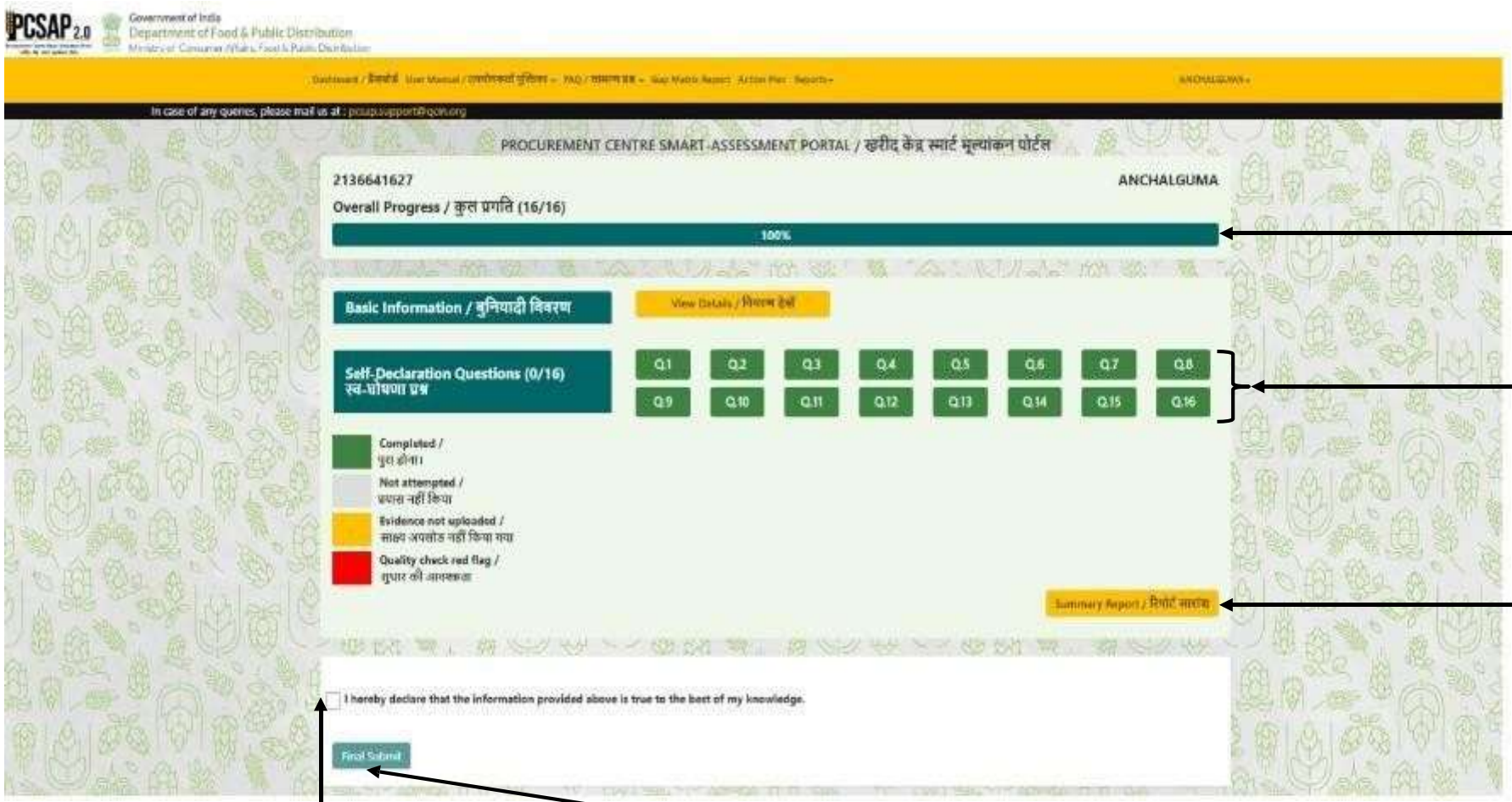
Power fans/ cleaners







9. Final Submission



After selecting options and uploading evidence for all questions, the progress bar will reach 100%

Once you have selected options and uploaded evidence for all questions, they will be highlighted in green

Click on Summary Report to view your submitted evidences with selected options

Select the checkbox to continue to the final submission

Click the 'Final Submit' button to complete your form submission