PCSAP 2.0
Procurement Centre Smart Assessment Portal
खरीद केंद्र स्मार्ट मूल्यांकन पोर्टल

PCSAP

UserManual– PC Login

Preparedby:

QualityCouncilofIndia

QUALITY COUNCIL OF INDIA
QCI Creating an Ecosystem for Quality

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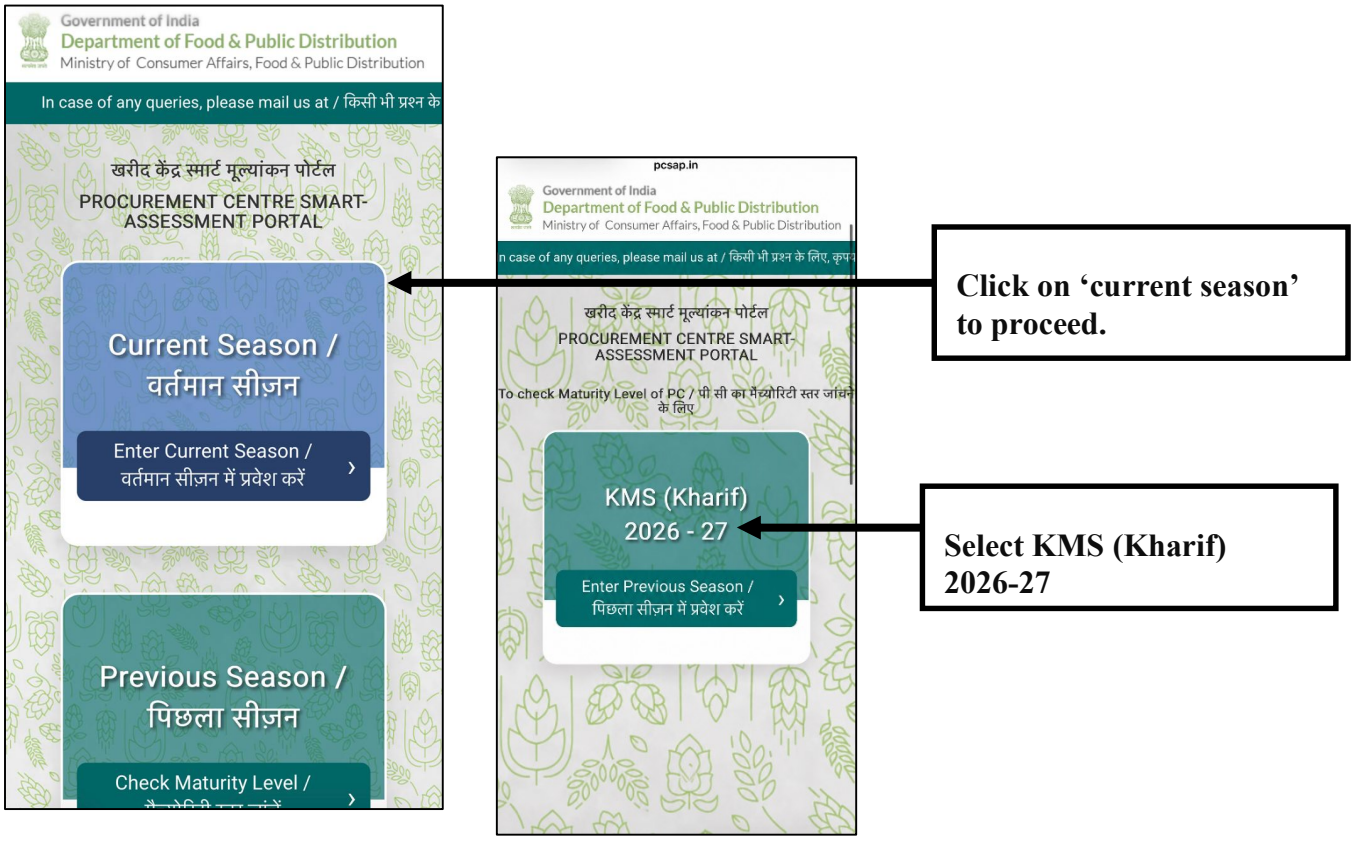
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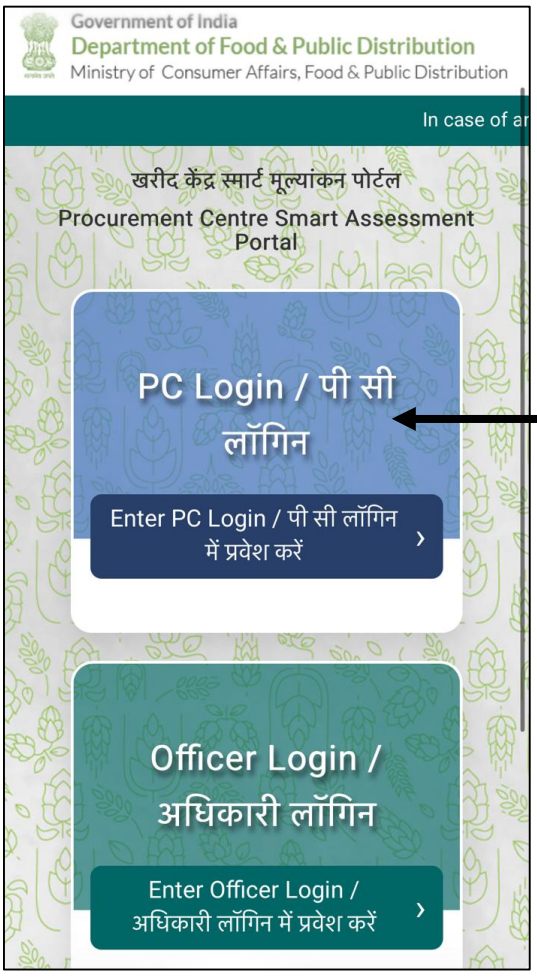
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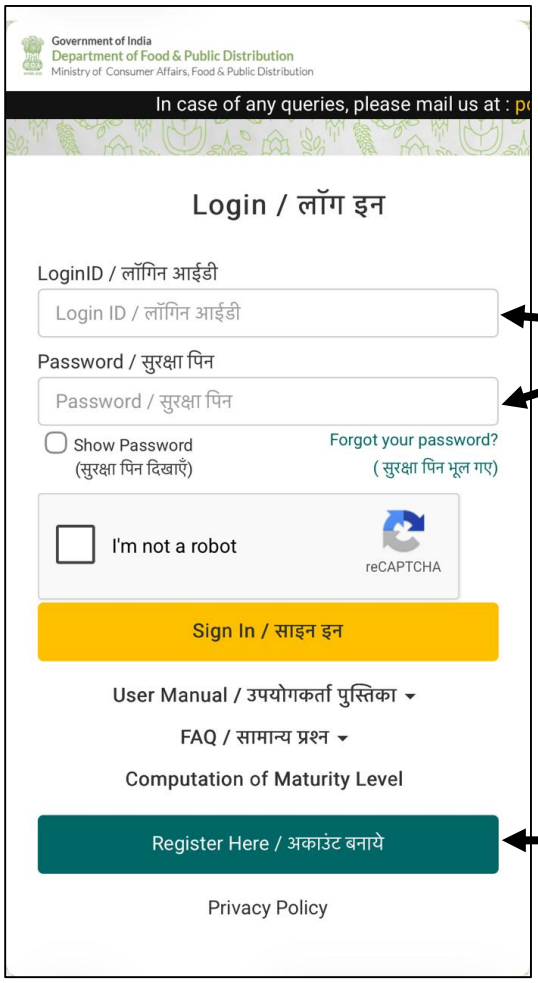
PCSAP–PCLOGINUSERMANUAL

1. PCREGISTRATION





ToLogin/Register a PC, user must click on the "PC Login" tab.

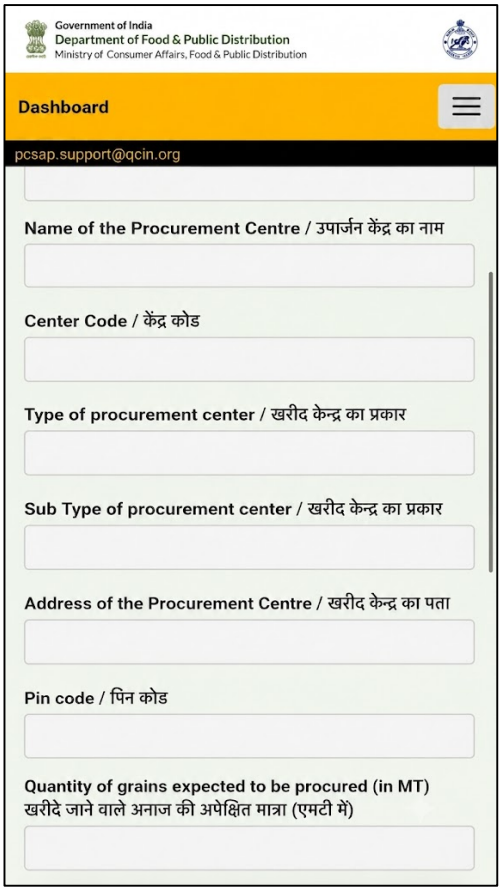


If already registered sign with your credentials.

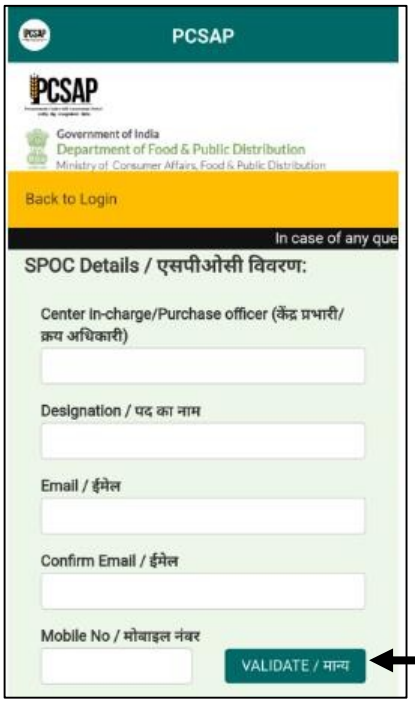
For new users, click on "RegisterHere"andfillout the Procurement Center details.

Fillthedetailsoftheprocurementcenter





FillthedetailsoftheSPOCandValidate

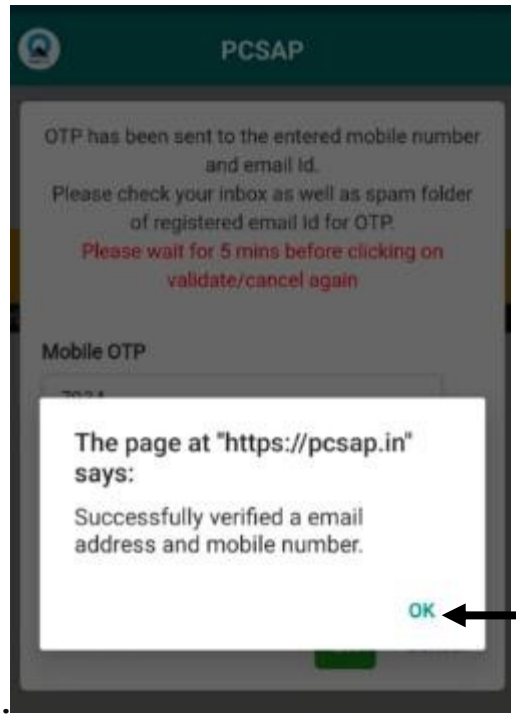


AfterfillingouttheSPOCdetails, User have to validate the email ID and mobile number. OTP will bereceivedonE -mailandmobile number entered.



Forvalidation,Userwillreceive OTPonthemobilenumberand email ID.

OTPValidfor5minutes time period.



User will receive a pop-up notification indicating successfulverification.User then click "OK"

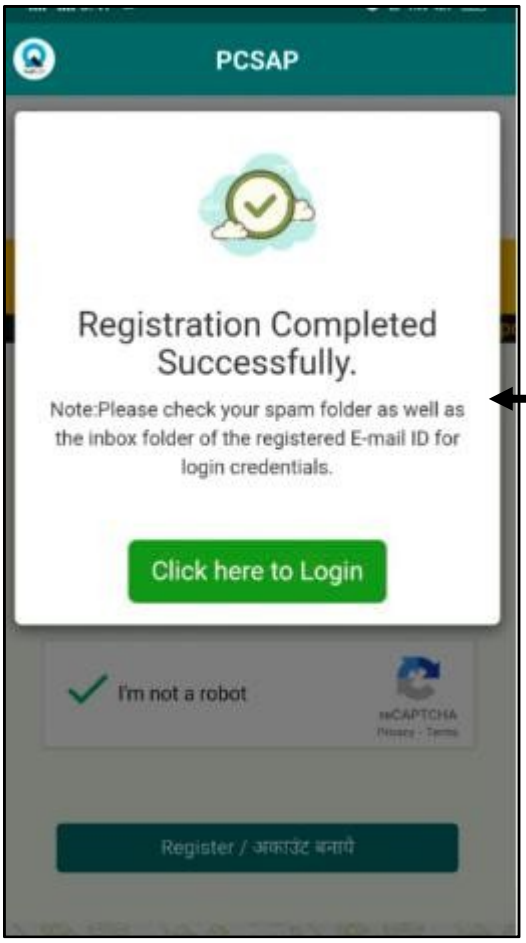


CapturephotoofInteriorand Exterior of the procurement center

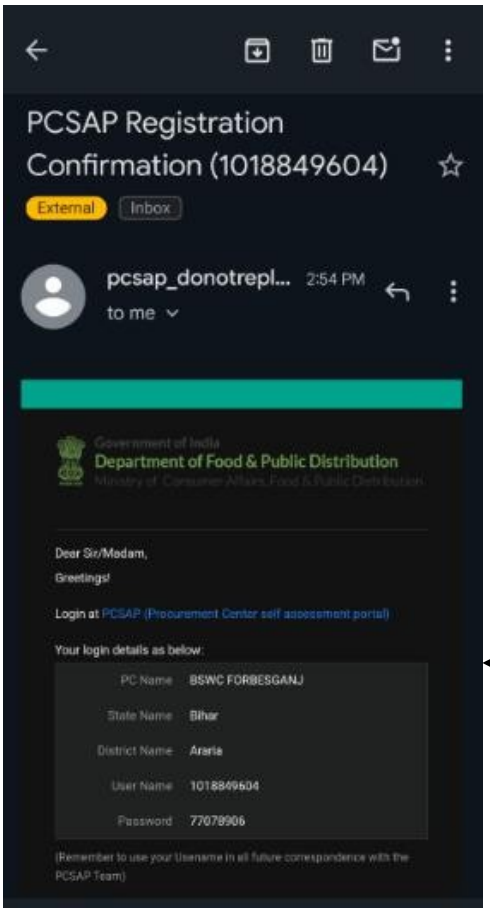
Latitude and Longitude will be captured. (User to provide location access to mobile app).



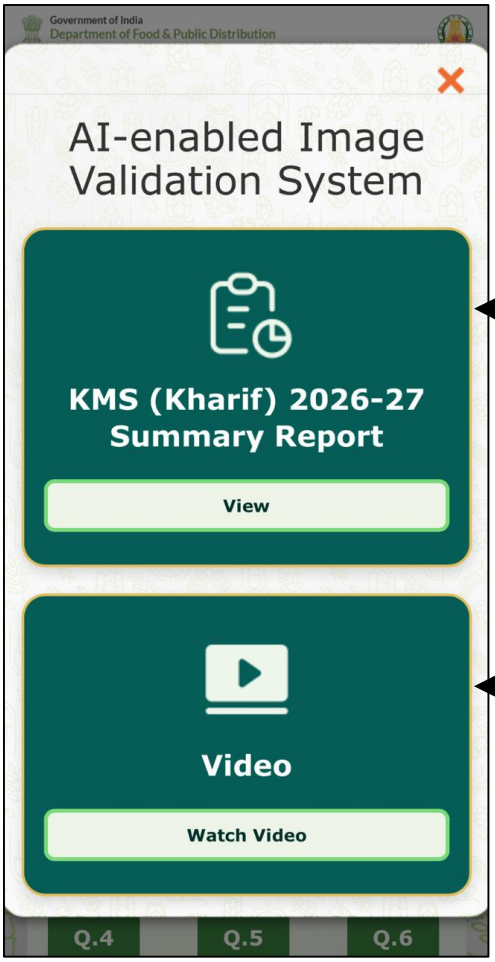
Check mark the "CAPTCHA" button and clickon"Register"button to complete registration.



After clicking on the registerbutton,userwill receive a notification indicating that registration has been completed successfully.



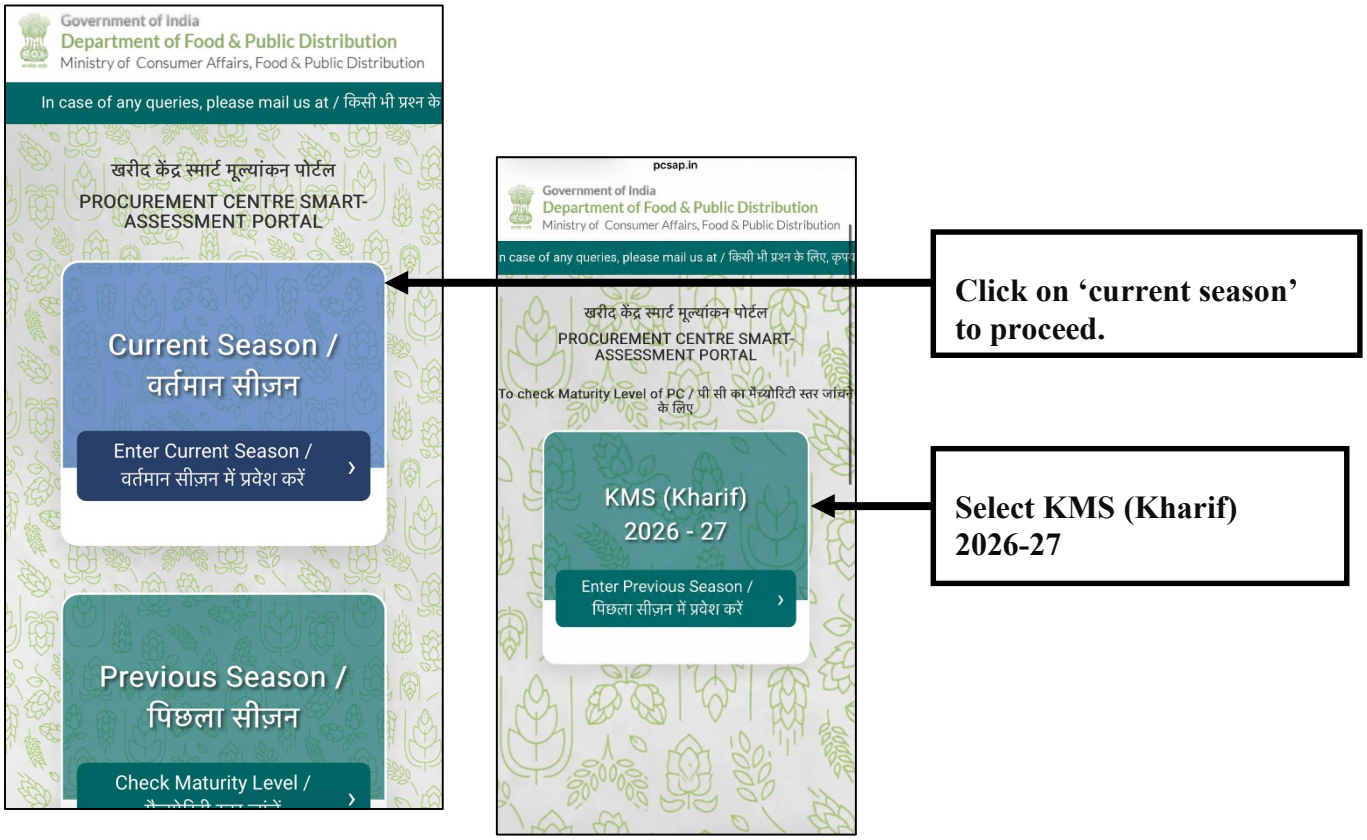
Aftersuccessfulcompletion of registration, User will receiveanemailcontaining credentials for the PCSAP

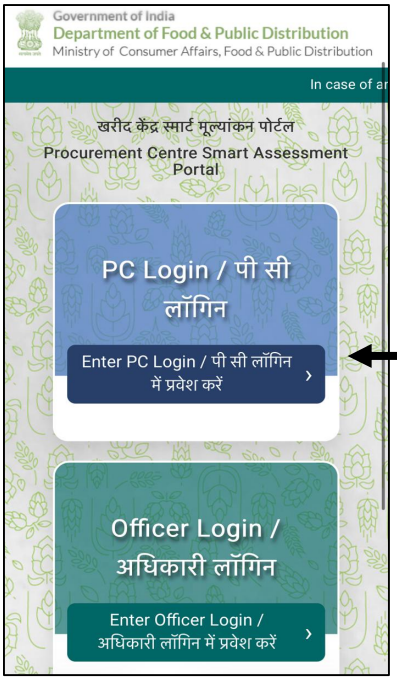


By clicking on'view' user can view their summary report.

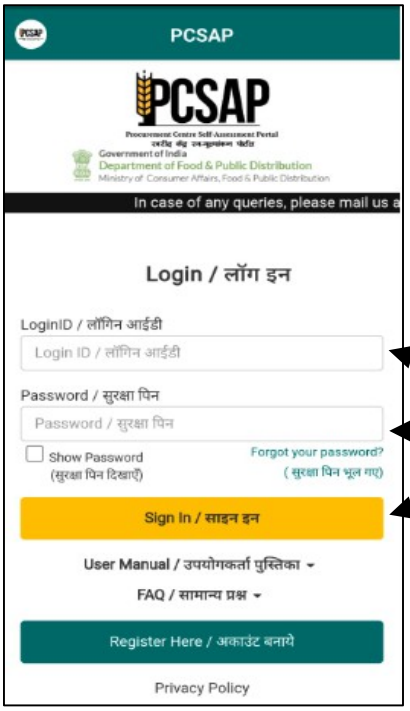
By clicking on 'watch video' user can view PC guide video.

2. PCLOGIN


Government of India
Department of Food & Public Distribution
Ministry of Consumer Affairs, Food & Public Distribution
In case of any queries, please mail us at / किसी भी प्रश्न के
खरीद केंद्र स्मार्ट मूल्यांकन पोर्टल
PROCUREMENT CENTRE SMART-ASSESSMENT PORTAL
Current Season / वर्तमान सीज़न
Enter Current Season / वर्तमान सीज़न में प्रवेश करें
Previous Season / पिछला सीज़न
Check Maturity Level /
pcsap.in
Government of India
Department of Food & Public Distribution
Ministry of Consumer Affairs, Food & Public Distribution
n case of any queries, please mail us at / किसी भी प्रश्न के लिए, कृपय
खरीद केंद्र स्मार्ट मूल्यांकन पोर्टल
PROCUREMENT CENTRE SMART-ASSESSMENT PORTAL
To check Maturity Level of PC / पी सी का मैच्योरिटी स्तर जांचने के लिए
KMS (Kharif) 2026 - 27
Enter Previous Season / पिछला सीज़न में प्रवेश करें
Click on 'current season' to proceed.
Select KMS (Kharif) 2026-27

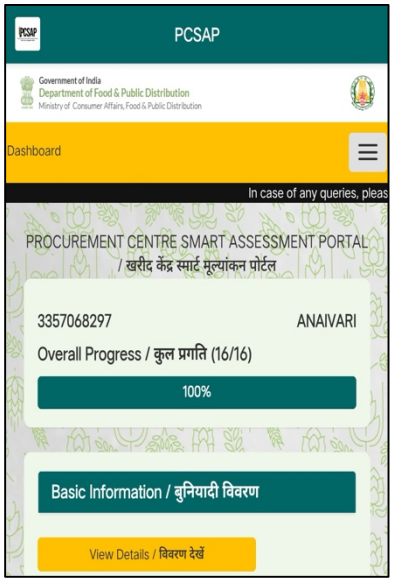


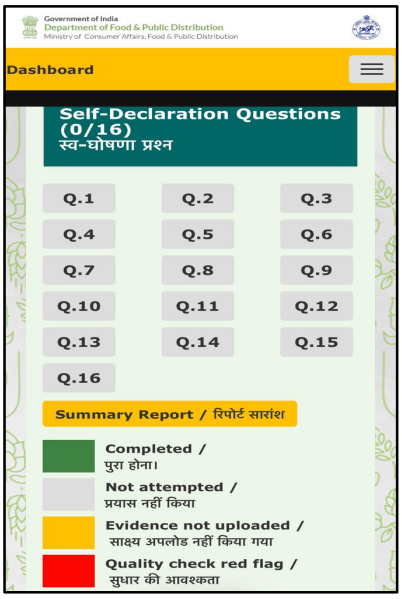
To Login a PC, user must click on the "PC Login" tab.



EnterthegloginIDandpassword receivedontheemail,andthen click on "Sign In"

After login, Dashboard with details of Basic Information, and Self- Declaration Questions page will appear.





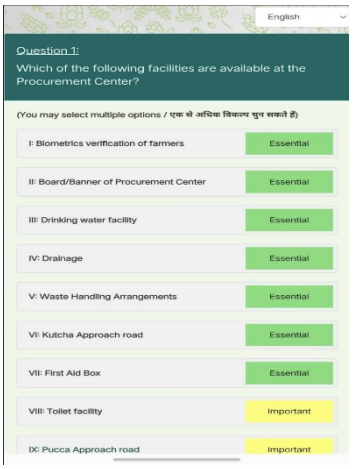


UserCanViewtheirdetails, enteredduringregistration

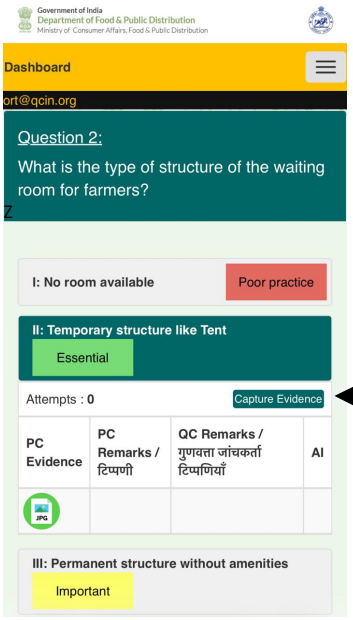


Clickonthe"Question”button.

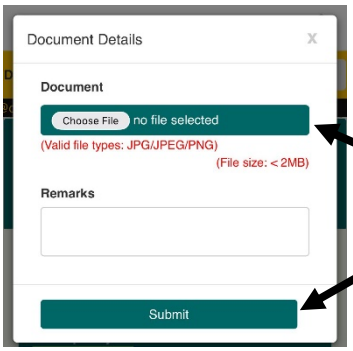
Q.1toQ.16appearsonthedashboard panel.



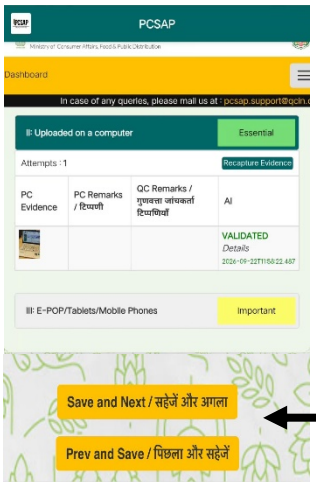
Question will appear withoptionsbelow;user hastoselecttheanswer.



Clickonthe "Capture Evidence"button



Click on choosefileto capture the evidenceand enter the remarks and submit.

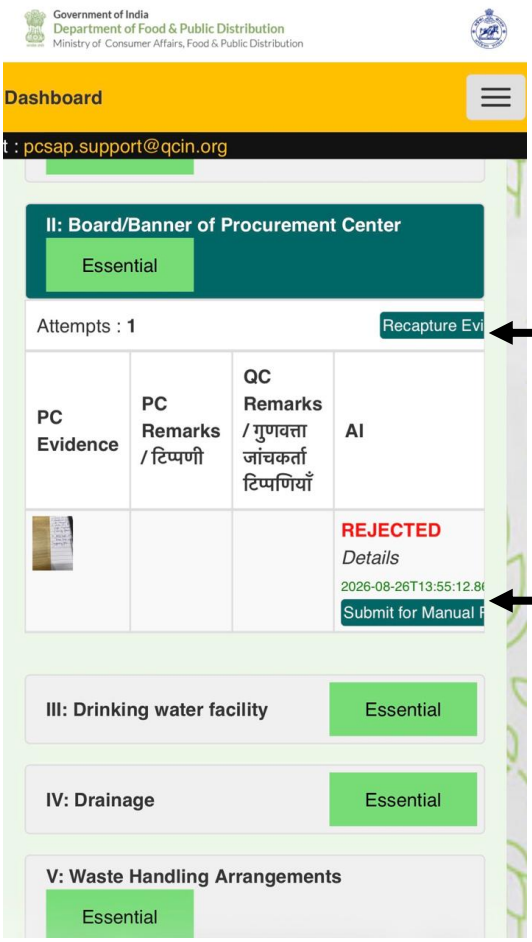


After Submitting evidences, user will click on "Save & Next"buttontomove onto the next question.

Appeal Work flow: Manual State Officer Scrutiny

If an image is rejected by the AI validation system and the Procurement Centre believes the image is valid, the PC can appeal the rejection and submit the image for further scrutiny. The appealed image will then be manually reviewed by the designated State Officer for a final decision.

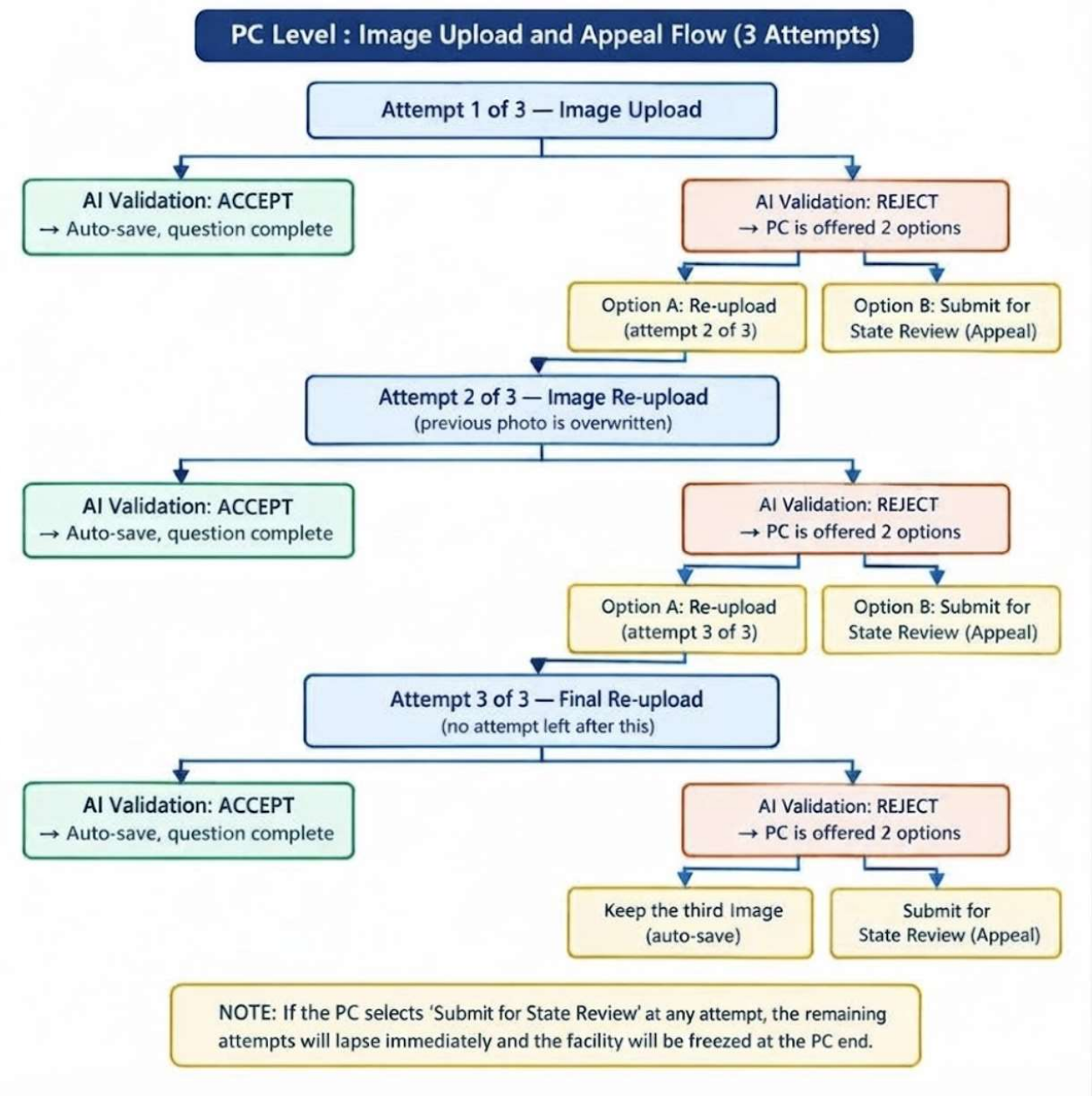
- **Manual Review:** The State Officer manually evaluates the submitted photo and assessment details.

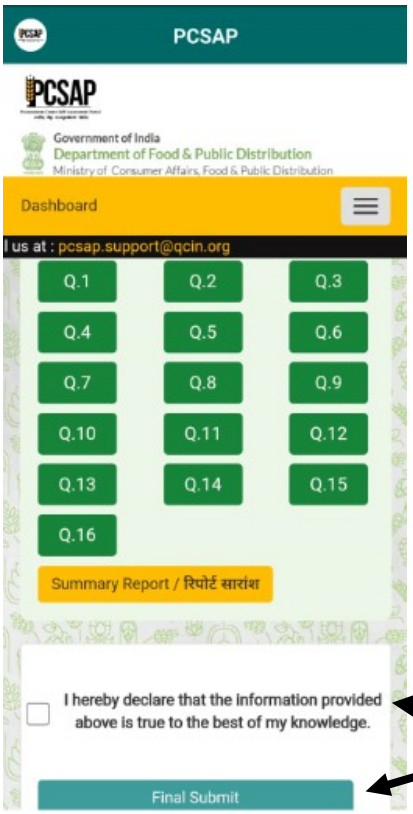


If the photo is rejected by AI, user have 2 options.

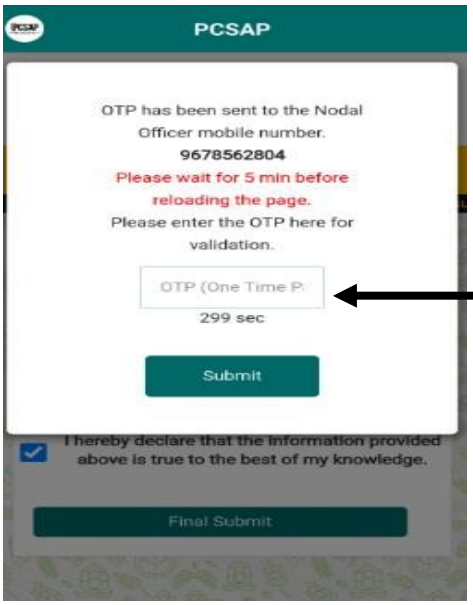
Option1, Recapture the image. For each facility user have max. 3 attempts.

Option2, 'Submit for Manual Review' to the State Officer for further scrutiny.

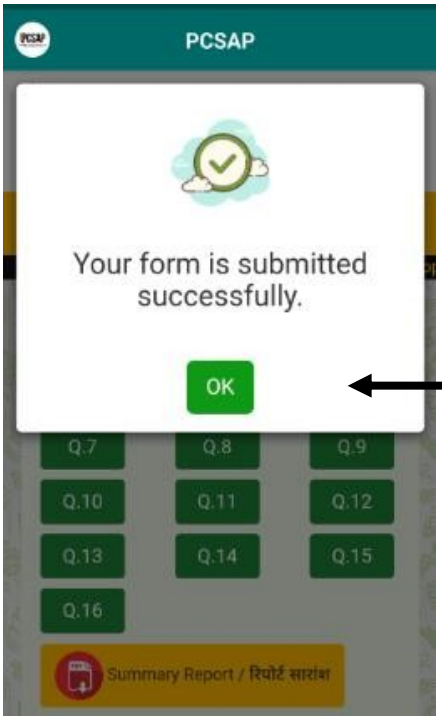

PC Level : Image Upload and Appeal Flow (3 Attempts)
Attempt 1 of 3 — Image Upload
AI Validation: ACCEPT
→ Auto-save, question complete
AI Validation: REJECT
→ PC is offered 2 options
Option A: Re-upload
(attempt 2 of 3)
Option B: Submit for
State Review (Appeal)
Attempt 2 of 3 — Image Re-upload
(previous photo is overwritten)
AI Validation: ACCEPT
→ Auto-save, question complete
AI Validation: REJECT
→ PC is offered 2 options
Option A: Re-upload
(attempt 3 of 3)
Option B: Submit for
State Review (Appeal)
Attempt 3 of 3 — Final Re-upload
(no attempt left after this)
AI Validation: ACCEPT
→ Auto-save, question complete
AI Validation: REJECT
→ PC is offered 2 options
Keep the third Image
(auto-save)
Submit for
State Review (Appeal)
NOTE: If the PC selects 'Submit for State Review' at any attempt, the remaining attempts will lapse immediately and the facility will be freezed at the PC end.



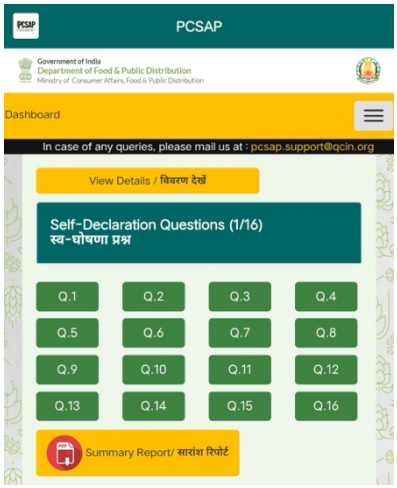
Aftercompleting all 16 self-declaration questions, user need to click on the declaration check-box and then click on "Final Submit".

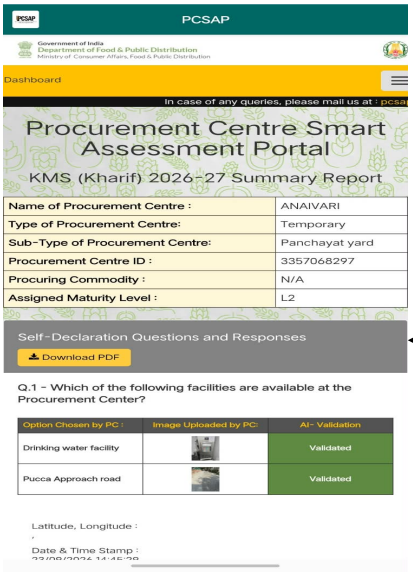


User will receive an OTP on the registeredmobilenumber,after entering the OTP, click on the "Submit" tab.

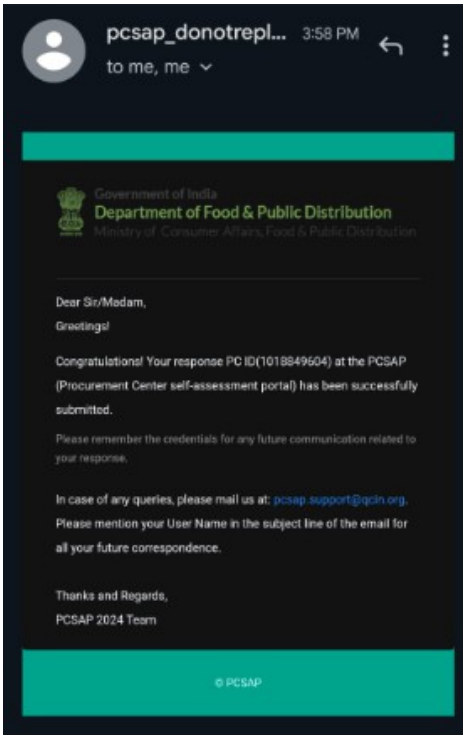


AfterclickingontheSubmit button, user will receive a notification with an image indicating that the form is submitted successfully.





Uponclickingon“SummaryReport”,the responsesubmittedforSelf–Declaration question, answer and evidence that the user submitted can be viewed and downloaded.



Aftersuccessfulcompletion of assessment, User will receive a successful submit email.

****EoD****