

TAMILNADU POWER DISTRIBUTION CORPORATION LIMITED

From
The Chief Engineer/IT & RAPDRP,
TNPDC, L,
144, Anna Salai,
Chennai – 600 002.

To
All the Superintending Engineers
Operation Wing, TANTRANSCO

Lr.No: CE/IT&RAPDRP/SE IT/EE/ERP/MM/F.MM/D.No.444/2026, Dated:15.09.2026

Sir/Madam,

Sub: TNPDC - IT & RAPDRP Wing – ERP – Material Management –
Creation of Material Indent for 110 kV Substations through ERP
System – Instructions – Reg.

Ref: Lr.No: SE/IT2/EE/ERP/AEE/ERP/F.MM ERP/D.99/2022, Dated:
11.11.2022 of the Superintending Engineer/IT2.

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It has been observed that there is difficulty in obtaining the material indent from the 110 kV Substations through the existing procedure. In this regard, JMD/Finance has instructed that the material indent shall be obtained through the ERP System.

Accordingly, all the Section Officers/In-charge of 110 kV Substations under your control are hereby instructed to create and post the required material indents through the ERP System for the materials required by the respective 110 kV Substations. On receipt of the material indent through the ERP System, the Transmission Wing will process the requirement and place the necessary Purchase Orders as per the prevailing procedure.

The procedure for creation of Material Indent in the ERP System is already available, wherein T-Code ME51N is used for creation of Purchase Requisition/Material Indent. The material, quantity, plant and storage location are to be entered based on the requirement received from the field.

Further, a Video Conference (VC) will be conducted for all the Section Officers/In-charge of 110 kV Substations to explain and demonstrate the procedure for creation and posting of Material Indent through the ERP System. The date and time of the VC will be communicated separately.

You are therefore requested to instruct all the concerned Section Officers/In-charge of 110 kV Substations to attend the VC and henceforth post all material indents through the ERP System without fail, so as to facilitate timely processing and placement of Purchase Orders by the Transmission Wing.

This may be accorded top priority.

-/Sd/-dt.15/09/2026

CHIEF ENGINEER/IT&RAPDRP

Copy Submitted to JMD / Finance
Copy to Chief Engineer / Operation