



# Project Management System

**JAYCEETECH**

**Product of Jayceetech Softwares**

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## The Purpose

Managing Government Projects can often be challenging. You typically need to manage internal staff, external suppliers, contractors, equipment and materials – while meeting the expectations of your Project Sponsor. It help fast track the approvals for setting up, commissioning and monitoring of PPP Projects and to remove implementation bottlenecks in these projects.

### Main functionalities:

- Track Project Related Activities.
- Project Information Keeping.
- Vendor Management.
- CDA Management.
- Manage Milestones & Payments.
- MIS Reports Generation.
- Fund Distribution .
- Details of Sanctioning Authority.



### Product Features:

- Automatic Tracking of Project Milestones.
- Task Management/WBS Creation
- Creation of Project Projection
- Vendor Quotes
- Fund Allocation Process
- Manage Work Orders
- Project Summary
- Prepare Comparative Statement



### The Methodology

- The software will be updated to meet any local requirement of any organisation in a very short frame of time.
- Requirement study and Planning for a Structured LAN Cabling & Installation.
- Study necessity of hardware and software components.
- Security : Access Controls will be defined and implemented for security and integrity reasons. Only personnel from a particular department can logon to a workstation of that department.
- Data Backup and protection: The data will be replicated in real-time on a contingency server located at a different location. In addition to this, there will be provision of daily local and off-site backups.
- Training of Personnel for Software
- Once the system is customized and adapted to the local needs, the users will be trained. The training will be for technical users (system administrators / supervisors ) and for end-users that will be in charge of the administration and finally training for the process related project/procurement staff (Proc Officers, clerks, engineer and technicians).
- Final Implementation There will be a dry run in which both the existing manual system and the PMS will be functioning simultaneously. Once this process is over, and the users are comfortable, the system will go live.



### Reports & Alerts Generated

- Status of Projects (Overall)
- Summary of Department-wise Project.
- Project Milestones
- List of Project whose BG is expiring
- Projects whose Commercial Bids are expiring
- Projects whose EMD is expiring
- Project Status Tracker.
- Bank Guarantee Reports.
- Expenditure Reports.
- MOL Month Progress Reports
- Project-Wise Detailed Expenditure Report.
- Contractual Liability Register.
- Project Payment Status.
- Fund Wise Weekly Report.
- Monthly Fund-wise report.
- Supply Order Report.
- Milestone Wise Progress Sheet.
- Project WBS \*.
- Comparative Certificates.



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