

STEP 1: How to Sign In?

SAHAYOG NIRMITEE
We make it together

Sign in to your account to continue

Sign In
Enter your credentials to access your account

Vendor Code Enter your Vendor Code

Password Enter your password

Sign In

1 THIS CODE IS PRINTED ON PURCHASE ORDER

2 ENTER YOUR VENDOR CODE HERE...

3 ENTER YOUR PASSWORD HERE...

4 CLICK ENTER TO SIGN IN



STEP 2: Filling Details

SURE
Supplier Upload & Review Environment

Logout

Upload Documents

Document Information
Fill in the document details below

Invoice No

Purchase Order No

Part No

Part Name

Select Document Types

ENTER YOUR INVOICE NO. HERE

ENTER PURCHASE ORDER NO. HERE

ENTER PART NO. HERE

ENTER PART NAME HERE

Save

STEP 3 : Selection of documents to be upload

SURE
Supplier Upload & Review Environment

Logout

Upload Documents

Document Information
Fill in the document details below

123	Search...
321	✓ MTC
12345678	✓ PTC
Sheet Metal Press Part	PDI
	✓ OTHER

MTC X PTC X OTHER X

SELECT THE DOCUMENTS YOU WISH TO UPLOAD

YOU CAN SELECT MULTIPLE FILES

Upload MTC Documents
Drag and drop your MTC documents or click to browse



STEP 4 : Uploading Documents

Selected Files (1)
SUPPLIER LIST.pdf (0.39 MB)

Upload PTC Documents
Drag and drop your PTC documents or click to browse

DRAG & DROP DOCUMENTS TO UPLOAD OR...

Drop your PTC files here, or browse
Supports PDF files

Selected Files (1)
3278380290.pdf (0.51 MB)

CLICK **SAVE** TO UPLOAD THE DOCUMENTS

Save

SELECT THE DOCUMENTS TO UPLOAD.

