

Sr.No.	Particulars	Vendor SAP S/4 HANA Module	Response	Comments/ Remarks
Material Management				
1	Ability to define material handling based on the nature of the material e.g. hazardous and statutory report thereof.			
2	Ability to define material shelf-life			
3	Ability to maintain 'Warranty and/or Guarantee' details of items purchased			
4	Ability to manage returnable materials in stores e.g. high value items, tools, container, cylinders etc.			
Material Requisition				
1	Does the system provides the functionality to define the Reasons for material requisition to stores are as below: 1.Initial issue 2.Consumables 3. Old returned 4.To return later on 5.Projects?			
2	Ability to display the stock status to the concerned before raising the material requisition.			
3	Ability to prepare the material requisition note online.			
4	Ability to define approvals hierarchy for material requisition note			
5	Can online material requirement planning be carried out in the system? Can the system support types of planning such as reorder level based, min-max and MRP based depending upon the requirement?			
6	Can reorder level for items be defined in the system and can parameters for shortage be defined?			
7	Can automatic indent creation be possible in the system based on the defined reorders level?			
8	Does the system provides the functionality to generate the reports such as: list of material requisitions created during the period material wise; list of fresh goods receipt?			
Material Issue				

1	Ability to create, track and monitor gate pass by an authorized person for material issue / any university owned material/item which needs to be taken out of university premises.			
2	Ability to create the material issue note with reference to material requisition.			
3	Ability to populate the details in the material requisition note directly in to the material issue note (i.e. material, quantity and department code shall not be editable by the person other than the one who has generated the material requisition note).			
4	Can the accurate records of inventory be maintained in the system?			
5	Does the system provides the functionality to reduce inventory of goods by the equivalent quantity issued to the user departments from the stores upon receiving material requisition?			
6	Does the system provide the functionality to depict the consumption Vs requirement analysis?			
7	Ability to define multiple location in a store in the system as per the user requirement.			
8	Can expiry dates / 'use before date' of various materials be tracked and the message be sent to the concerned?			
9	Does the system provides the functionality to generate the reports such as: list of material issues to depict the trend in consumption; stock available in stores; cost center wise quantity and cost details?			
Goods Receipt				
1	Ability to generate the goods receipt note with respect to a valid purchase order.			
2	Ability to handle emergency purchases.			
3	Can gate pass be updated in the system to keep track of arrival of goods at the university premises?			
4	Can the system validate for appropriate PR and/or DO and/or PO while preparation of the gate pass?			
5	Ability to receive material in installments against one single PR and/or PO			
6	Ability to validate the receipts against purchase orders			

7	Can error message be given by the system if the closed purchase order is referred for the creation of goods receipt?			
8	Ability to populate the related details from purchase order such as material code, quantity, price and tax information.			
9	Ability to capture the details such as vendor document number, gate entry number at the time of goods receipt / GRN no.			
10	Does the system provides the functionality to update the related inventory accounts automatically once the goods receipt is posted?			
11	Does the system provide the functionality to create the inspection notification at the time of goods receipt?			
12	Can storage of goods be restricted to specific locations?			
13	Ability to post the stock to restricted stock while the material is under inspection?			
14	Ability to post the stock as quality inspection stock (i.e. stock which is subjected to user inspection).			
15	Ability to post the stock as blocked stock (i.e. stock which can not be used).			
16	Ability to post the stock as restricted use stock (i.e. stock subjected to certain usage restrictions).			
17	Does the system provides the functionality to generate the reports such as: list of pending indents; list of pending GRs and its value; list of goods issue for a material in a period; stock availability report etc			
18	Ability to create a goods receipt (GR) with reference to PO document			
19	Ability to capture following key details in the GR document 1. Supplier delivery note/invoice & date 2. Vehicle details (if required) 3. Items 4. Quantity as per supplier delivery note/invoice. 5. Quantity as per physical count of stores-in-charge 6. Import Document reference			
20	Ability of facilitate Partial Goods Receipt			

21	Ability to define & control goods receipts against purchase order as per the control policies (e.g.: under receipt tolerance, over receipt tolerance etc)			
22	Ability to define receipt conditions such as 'Rusted', 'OK', 'partially damaged', 'fully damaged', 'incorrect packing' etc. and assign the same during the goods receipt process			
23	Can the system automatically generate Statutory reports like Excise & VAT reports as per prescribed formats.			
Material Returns				
1	Can the material rejection note be made available online to stores and finance?			
2	Does the system provides the functionality to update the reasons for rejection?			
3	Ability to prepare the gate pass & challan for sending materials back to vendor.			
4	Ability to create material rejection note by user department for unserviceable or reused materials.			
5	Ability to handle the replacement to(local or Re- export) from vendor upon disqualifying from defined quality criteria with relevant statutory documents.			
6	Does the system provides the functionality to generate the reports such as: list of material rejection note with the reasons thereof; list of fresh GRs upon replacement?			
7	Ability to generate reports on returns with Vendor-wise, Item-wise, department-wise, or as defined by user			
Physical Verification				
1	Can stock levels be made available online to all concerned?			
2	Ability to generate the group-wise material list from the system.			
3	Does the system provides the functionality for ABC classification?			
4	Ability to carry out ageing and other inventory related analysis.			
5	Can goods receipts, issues, stock transfers etc be blocked while carrying out the physical count document based on the material list generated?			

6	Can the physical count be entered in the system and difference be generated by the system ?			
7	Can the multiple levels of approval of inventory differences based on value be configured in the system?			
8	Ability to process approval of differences and post the difference in the system through an approval mechanism. .			
Scrap Sale				
1	Can the system record the list of items to be scrapped from Departments along with estimated value for the same			
2	Can the above list be grouped into lots from time to time to facilitate Sale / Auction of Scrap and approve the same in the system.			
3	Can these lots be linked to MSTC reference number of Auction or tender number of spot quotation			
4	Can material return slip for scrap return by the user department be generated in the system?			
5	Does the system provide the functionality for price comparison? Ability to provide the historical price data.			
6	Post Auction by MSTC can system capture details like delivery order, security deposit against the above mentioned lot number / reference number			
7	Ability to record the sale process in the system and generate necessary papers to validate the sale, facilitate Gate Removal and facilitate transit.			
8	In case of Rejection, Lots should be available for reallocation for initiating re-auction			
9	Does the system provides the functionality to generate the reports such as: vendor compliance with lifting schedules; vendor performance report; list of counts / total weight lifted in a period; list of tenders created etc.			
10	Ability of system to identify hazardous materials / materials seperately like e-waste scrap/consumable not on deadstock etc for special disposal processes.			
Document Management System				

1	System should facilitate online approvals, storage and retrieval of all the physical documents wherever applicable to facilitate a paperless working environment			
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Functional Requirements for Hospital (Other)

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Student Vaccination				
1	System should have the provision to share the student database with the hospital staff to automate scheduling of student vaccination as per hospital requirements			
2	System should have the provision to send reminders/alerts /messages to the students about the vaccination schedule			
3	System should facilitate updating the Student database with results of the vaccination drive			
Collections from Non Entitled Patients				
1	System should have the provision to record the details of the non entitled patients			
2	System should also have the provision to record the collections from the non entitled patients			
3	System should further have the provision to calculate and record the hospital entitlements from entitled patients as per hospital requirements			
Patient Records				
1	System should have the provision to maintain detailed patient records online.			
2	Such records should be accessible/retrievable online by the patients as well as the hospital staff, doctors, specialists attending/dealing with patients			

3	System should have the provision to provide online appointment bookings with the surgeons, specialists, doctors etc based on their available time slots and confirmation of such appointments should be available to the hospital staff as well as the person booking the appointment either through SMS /Email or online confirmation			
Document Tracking System				
1	System should facilitate online approvals, storage and retrieval of all the physical documents wherever applicable to facilitate a paperless working environment			
2	Further system should have the provision to track the documents under approvals along with the history of the approvals.			
No Dues certificate and leave records				
1	System should have the provision to provide 'No Dues certificate' as per hospital requirements.			
2	System should have the provision for the staff to apply the leaves online as well further support approval/ rejection of leaves and update the leave records of the hospital staff accordingly			