

New Customer Order Registration Portal **User Help Document**

Customers of Transpek-Silox Industry Private Limited may access this Web Portal wherein they can register/place their Orders for all the Products manufactured and marketed by us.

For the customers to login on to this site, they should be a registered Customer with Transpek-Silox. Registered Customers may use their Customer Code (normally first two characters alpha and remaining three characters as numbers – as provided by TSIPL).

The Password to logon to this site is communicated by the Marketing Department of TSIPL. If customers face any discrepancy in logon to the site, they may please contact the below official.

Mr Niraj Sandesara,
Dy.General Manager (Marketing)
Transpek-Silox Industry Private Limited
Kalali Road, Atladra
Vadodara 390 012
Gujarat, India

Once you have your Login Id and Password to login on to our Portal, you may access the portal by typing **"203.109.115.162:8547"** or **"27.109.7.254:8547"** in your browser.

Please follow the detailed instructions as below:

The Login Page:

The screenshot shows the login page for Transpek-Silox. At the top left is the Transpek-Silox logo. Below it, there is an 'INSTRUCTIONS' box with the following text: 'Please use your Customer Code for user id and given password by Transpek-Silox. For any query, please contact Transpek-Silox's Marketing Department. You can access this system only on Transpek-Silox's working days between 9:00 am to 6:00 pm.' To the right of the instructions is the login form. It includes fields for 'User Name' (containing 'AL028') and 'Password' (masked with dots). Below these is a 'CHANGE PASSWORD' link and a CAPTCHA image showing the number '542068'. A 'Verification Code' field contains '542'. A note below the CAPTCHA says '(Note: Reload the Page to get new Image code above.)'. At the bottom of the form is a 'Log In' button.

Your Purchase Orders:

After successful Login, the Purchase Orders already Placed by you are listed with its Status. The following screen appears:

Showing 1 to 6 of 6 entries

Previous 1 Next

[Add New Order](#)

From the List displayed, you can Edit or Delete the orders. You can register a new Order by Pressing [Add New Order](#) button.

Customers can save the Order as DRAFT, so that it can be edited for changes. If you have mentioned all the Terms correctly, you can also directly SUBMIT the order. Please note the DRAFT stage orders can be edited but SUBMITTED orders cannot.

Registering a New Order:

Customer Order Registration

LOGOUT

Web Order Number: 20170023
 Customer Code: AL028
 Your PO Reference: 17-0023

Order Date: 27-11-2017
 Customer Name: M/S. ALAMGIR

Choose Product: BLEACHTSIL ECO
 Order Quantity: 1600.000 Unit: KGS
 Packing: 30 KG CAP. O/M DRUM FOR CLEANSER, SIZE 33 X 49
 Rate: 120.00 Basic Value: 192000.00

Transit Insurance Applicable? Yes No
 Freight terms: TOPAY
 Transport Arrangement: Transpek-Silox Nominated Transporter
 Your Preferred Transporter: Transporter, if Yours
 Credit Terms: 45 Pay Mode: NEFT

Choose Billing Address: SHOP NO. NP 11/34 DARYANA STREET, JODIA BAZAR, KARACHI, PAKISTAN
 Choose Destination Address: SHOP NO. NP 11/34 DARYANA STREET, JODIA BAZAR, KARACHI, PAKISTAN

Order Specific Remarks, if any: Special Remarks

[Draft Save](#) [Submit Order](#) [Go Back](#)

New Order Fields:

Web Order Number	This is system generated serial number to identify your PO in our System.
Order Date	Order Date.
Customer's PO Reference	Your PO reference number and date
Product Name	Choose the Product Name from the Drop Down List
Product Grade & Packing	Choose the Product Grade and packing requirement
Order Quantity & Unit	Enter PO Quantity in the Units of KGS or M.Ton
Rate	Enter the Rate (for Valuation of the Order Only)
Transport Arrangement	Choose Transportation Type
Transport Name	Specify Transporter, if it is to be arranged by you.
Delivery Terms	Enter relevant data
Credit Terms (Days)	
Payment Mode	
Billing Address	Address for Billing
Destination Address	Destination OR Consignee Address
Order Specific Remarks	Remarks, if any.

Click on **DRAFT SAVE** button to Save the Order so that it can be edited later for modification.

Click on **SUBMIT ORDER** button to Submit/Place the Order on our Marketing to Proceed.

On Successful Submission of Orders, the system sends an intimation stating the Order details registered by the customer to:

- 1) The Customer
- 2) The Product Executive (TSIPL Marketing Official)
- 3) The Dy.General Manager (Marketing), TSIPL