

CENTRAL WAREHOUSING CORPORATION
WEE@CWC
Warehousing for Everyone Everywhere

(USER MANUAL)



S.No	Date	Document	Version
1	15.06.2021	Initial Level User Manual	WEE@CWC_V1.0

The main objective is to develop this application for find out interested parties that would like to offer their warehouses on short/long term lease or rent basis for supporting complete logistics and warehousing needs of agri-produce, Cotton FPB, Industrial goods, FMCG products and other notifies commodities along with value added services.

The above process is digitizing to capture the vendor registration and their warehouse and godown details which is to be provided to rent for short and long terms.

User can access the module on clicking below link

<https://cwceportal.com/>



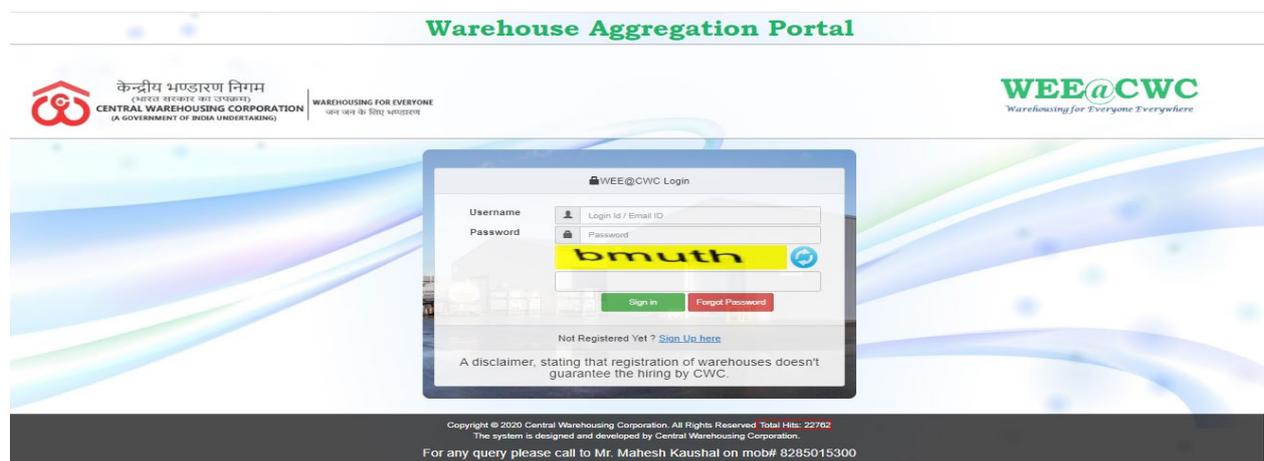
User will enter the Application URL in the Browser (Internet browser, Chrome and Mozilla fire fox), user will use the default browser chrome.

The user manual download on the same link, it will helpful to operate the WEE@CWC portal

After entering the above mentioned URL in the browser

Then below login screen will open.

Step I: Enter Login Credential, user id and password and Captcha in the given field. Then click on Submit button.



Step II: if user is not register or not having login credential of this portal then click on “sign-up here” option to register themselves.

Registration Process:

On clicking sign-in option, then below screen will open.



Warehousing for Everyone Everywhere

Registration for New Vendor

All fields marked with (*) are required

Email-Id*
MK.skit@gmail.com

Name*
Sh.

Mobile No.*
8285015300

Address*
Delhi

195 characters left

State* DELHI <input type="text"/>	District* EAST <input type="text"/>	Pin Code* 110095 <input type="text"/>
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Type of the Vendor* Individual **PAN*** BGTRF6567H

Captcha*
  

We will send you a text to verify your phone.

[Already have an account? Sign in](#)

All above details will be filled by the vendor including captcha, and click on Continue button then below window will open

Verify mobile number & create password

Dear Mahesh Kaushal,

A text with a One Time Password(OTP) has been sent to your mobile number : 9990975321.

Enter OTP

Password

Confirm Password

i Password must contain minimum 6 and maximum 12 characters. Atleast 1 UpperCase Alphabet, 1 LowerCase Alphabet, 1 Number and 1 Special Character without space.

Create your account

User will enter the OTP, password and confirm password, click on create your account button.

WEE@CWC Login

Username: testt@gmail.com

Password:

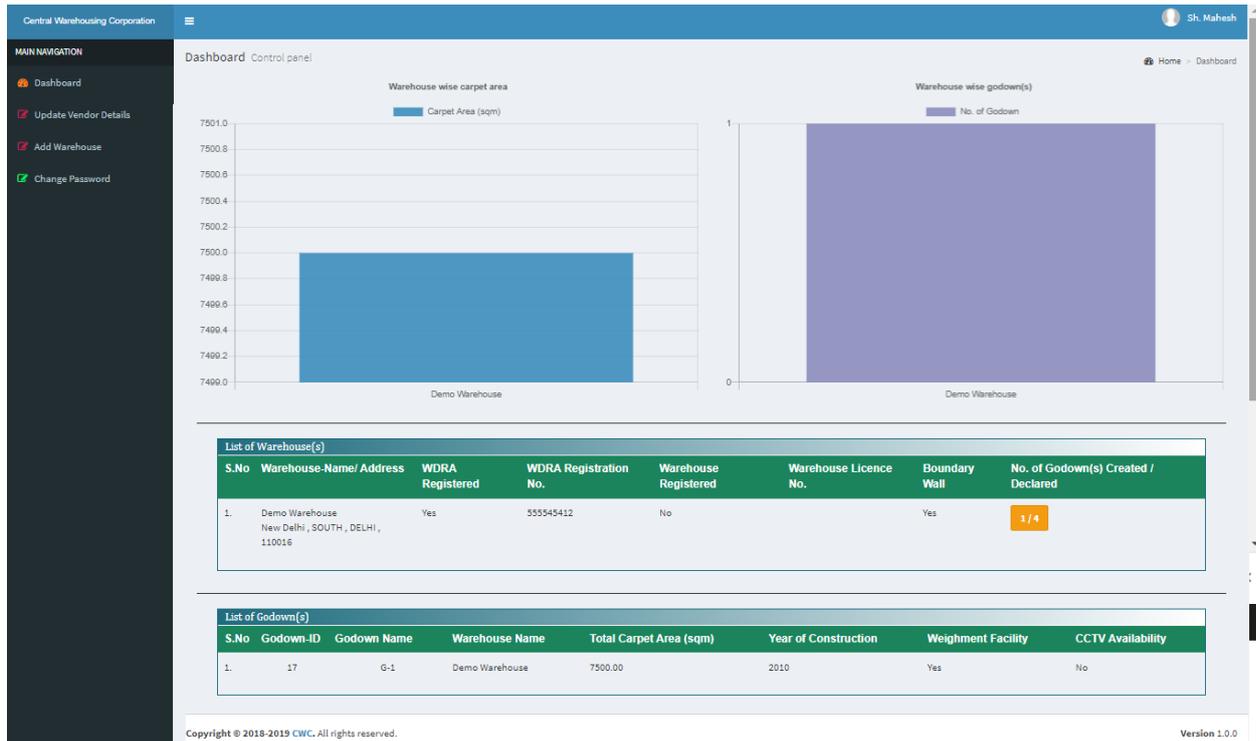
Captcha: k67hj

Input: k67hj

Sign in | Forgot Password

Not Registered Yet ? [Sign Up here](#)

User will open login window and enter the login id and password with captcha and click on sign-in button then below dashboard screen will open.



The user has seen the following menus on his dashboard screen:

1. Update Vendor Details
2. Add Warehouse
3. Change Password

1. Update Vendor Details

User will update their profile and complete it with the given following fields:

- a. Type of vendor (Company, Individual, Proprietorship)
- b. PAN Number
- c. TAN Number
- d. GST Number
- e. Organization Detail
- f. Other Detail

(Note: Text with **color** is mandatory)

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Update Vendor Details

Basic Details :

Name of the Vendor : Maheeh
 Email-Id : demo@gmail.com
 Mobile# : 8285015300
 Address : Delhi

Action : Update

All fields marked with (*) are required.

Type of the Vendor* : Individual
 PAN* : GTFRA3456S
 TAN : 10 digit TAN number
 GST No. : 15 digit GST number
 Organization/Vendor Details : Text about the Organization, limit 500 characters
 Other Details : Other details if any. Limit 500 characters.

Update

2. Warehouse Detail

User will click on “add warehouse detail” then below screen will open. User will fill the complete information related to warehouse as asking in the screen. Number of godown should be enter in the last field.

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Edit Warehouse Details

Back to List

Details :

Name of the warehouse : Demo Warehouse

Action : Update

All fields marked with (*) are required.

Warehouse Name* : Demo Warehouse
 Address* : New Delhi
 State* : DELHI | District* : SOUTH | PIN* : 110016
 Is WDRA Registered?* : Yes | WDRA Reg. No.* : 555545412
 Is Warehouse Registered?* : No | Warehouse Reg. No.* : Warehouse reg. no. is required if warehouse is registered.
 Constructed Warehouse Area (sqm) : 2500.00 | Vacant Area (sqm) : 500.00 | Future plan for Warehouse Construction (sqm) : 200.00
 Boundary Wall : Yes | Washroom Availability : Yes
 Distance from nearest Agri Mandi (in KM) : 2,000 | Distance from Railway Goodshed (in KM) : 3,000
 No. of Godowns : 4

Update Warehouse Details

Godown(s) Details

No. of Godown(s)

1 2 3 4

Add Godown

List of Godown(s)

S.No	Godown Name	Warehouse Name	Total Carpet Area (sqm)	Length (m)	Width (m)	Year of Construction	Weighment Facility	CCTV Availability
1.	G-1	Demo Warehouse	7500.00	150.00	50.00	2010	Yes	No

For example, User is writing to the warehouse field as a (4) four. Now the four links are generated on the screen. The user has to fill the warehouse details completely by clicking on those links. As soon as the details are saved after completion, the color of the link will change as a “Green” and the status will be completed.

User will click on add Godown button, to add godown details as mentioned in below screen.

Added the godown details, the screen will be redirected to below screen.

S.No.	Warehouse-Name / Address	WDRA Registered	WDRA Registration No.	Warehouse Registered	Warehouse Licence No.	Godown(s) Created / Declared Action	Action
1.	Demo Warehouse New Delhi, SOUTH, DELHI, 110016	Yes	555545412	No		1/4 Modify Godowns	Modify Warehouse

- Add New Warehouse, on click the button to add more warehouses.
- Modify Godowns, user can modify the godown detail as on click modify godowns.
- Modify warehouse, user can modify the warehouse detail as on click modify warehouses then below screen will open.

S.No.	Godown-ID	Godown Name	Warehouse Name	Total Carpet Area (sqm)	Year of Construction	Weighment Facility	CCTV Availability	Action
1.	17	G-1	Demo Warehouse	7500.00	2010	Yes	No	Modify

- Status, status is representing the godown detail which was filled by vendor.

Note: if user add warehouse detail first time on clicking new warehouse menu/tab.

User will click on modify the Godown details, then click on modify godown button to update godown detail which is mentioned in above screen.

If user have provision to modify the warehouse detail on clicking modify warehouse button.

3. Change Password

Change Password

Back

Old Password *

New Password *

Confirm Password *

g289w

g289w *

Save

If the user wants to change /Update password, go to the menu of change password.

If user forget your password, then click on forget password link which is provided on login screen.

Click on the User Name showing upper right side to check out by clicking on “Sign Out” button available.

*****XXX*****