

MARATHON ONLINE BILL SUBMISION

Online Application for Suppliers and Contractor to submit bill/invoice electronically with
Marathon Group

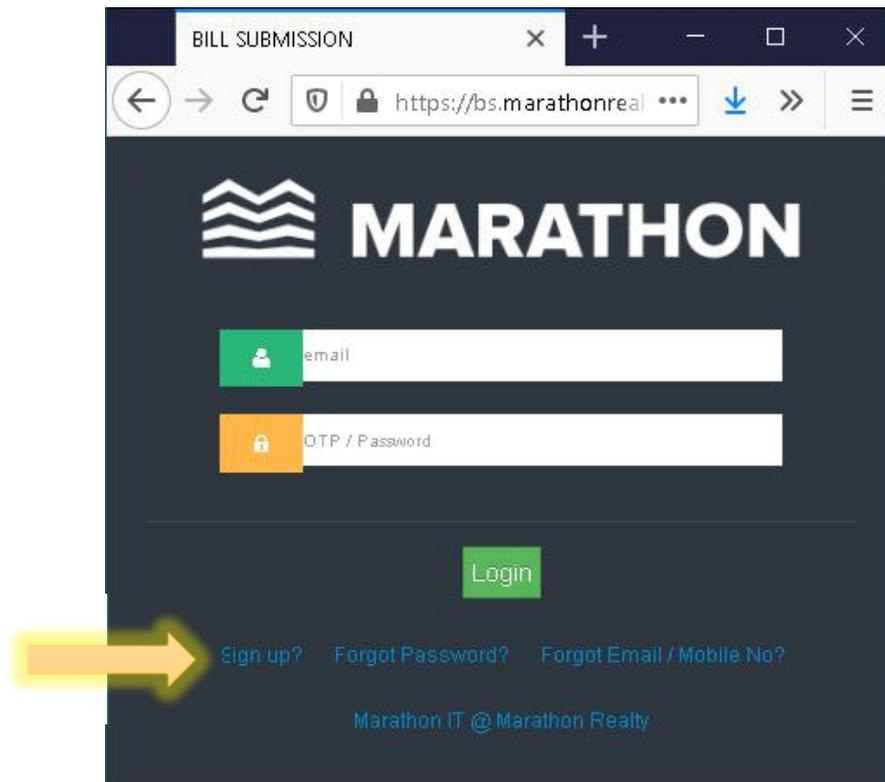
Note - Applicable to vendors/suppliers who has registered with Marathon through online **vendor registration form (VRF)**

URL TO VISIT BY SUPPLIER / CONTRACTOR

<https://bs.marathonrealty.com>

1. Sign up :

Click on Sign Up? Link on home page to Validate your account



Note - Vendors / contractors registered through online VRF system can only sign up and validate account. Non-Registered vendors/contractors should get register themselves using Register option available on sign up page.

Enter Mobile No or Email address which has shared while vendor registration (VRF) to validate.

Sign up

Enter Mobile No Which is shared with **MARATHON VENDOR REGISTRATION FORM** (VRF).

Mobile No :

OR

Email Address :

[VALIDATE](#)

[Register](#) [Forgot Password?](#)

Note : Please Enter Mobile No Without country code.

Registration successfully completed, please check your mobile / email for OTP...

Your registred email with us is : s*****ai@marathonrealty.com/ Mobile No is : *****1536

[Click here to LOGIN](#)

You will receive email on registered email with login credentials after validation of mobile number or email address entered, come back to page and click on MARATHON LOGO or click here to LOGIN option. Enter your user name and temporary Password/OTP which is received on your registered email and click login.

Note - You need to change your temporary password on first login

Change Password

Password :
 Retype Password :

Password Changed Successfully...

Please click here re [LOGIN](#) & submit bills online...

2. Submit Bills :

Once you have logged in successfully, you can submit bills through online. Select bill submit menu to submit bills.

BILL SUBMIT

For Department:
PO/WO/MISC:
PO / WO No :
Bill date :
Bill Amount :
Bill No :
Remarks :
Tax Invoice : No file selected.
01 Supporting Docs : No file selected.
02 Supporting Docs : No file selected.
03 Supporting Docs : No file selected.
04 Supporting Docs : No file selected.
05 Supporting Docs : No file selected.

Department - Select Billing for project bills.

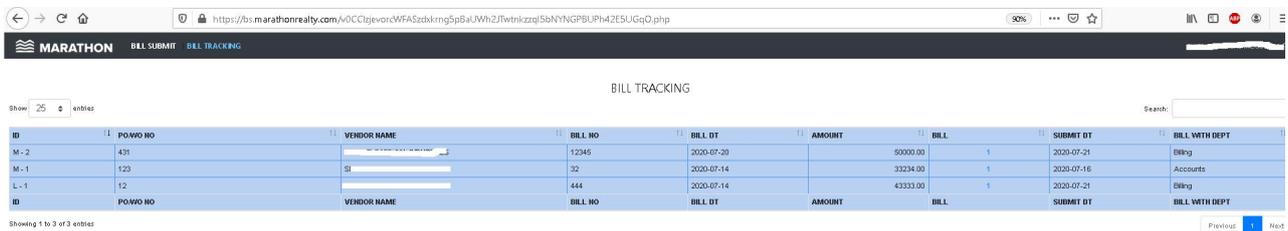
Note : Make sure that your file name contains proper name & file type as jpeg/png/jpg/pdf only allowed.

In case of Contractor Bills : (1) Tax Invoice, (2) Site certified Measurement sheet, (3) Site Certified supporting documents i.e. Labour requisition, (4) Site acknowledged challan if composite contractor, (5) Attendance sheet For Security bills, (6) Labour Compliance challan i.e. PF/ESIC.

In case of Materials Bills : (1) Tax Invoice, (2) Site acknowledged challan, (3) Other documents i.e. Weightment slips, lorry receipt, (4) E Way bill.

3. Bill Tracking :

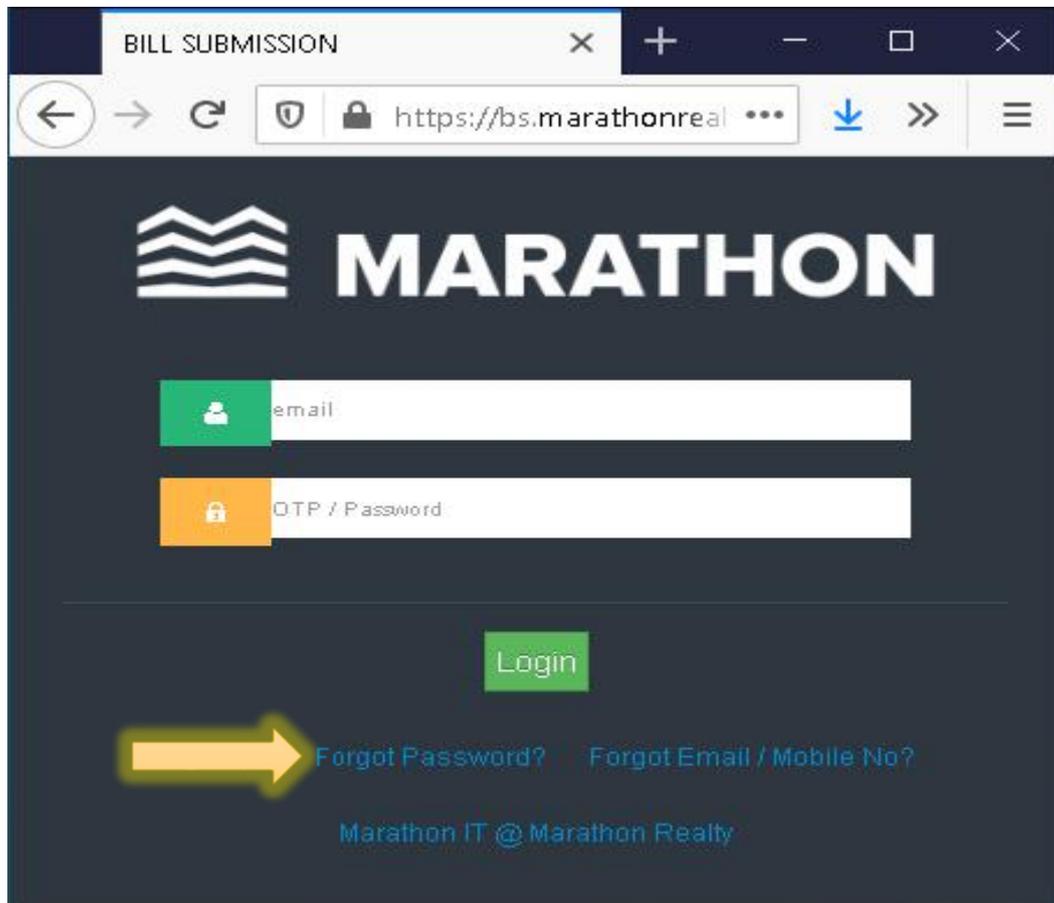
You can see and track all bills submitted through online system.



ID	PO/WO NO	VENDOR NAME	BILL NO	BILL DT	AMOUNT	BILL	SUBMIT DT	BILL WITH DEPT
M - 2	431		12345	2020-07-20	50000.00	1	2020-07-21	Billing
M - 1	123	SI	32	2020-07-16	33234.00	1	2020-07-16	Accounts
L - 1	12		444	2020-07-16	43333.00	1	2020-07-21	Billing

4. Forgot Password :

In case you forgot your user name and password click on forgot password? Link on home page to retrieve user name and password.



Enter your email address and mobile number to retrieve your user name and password on your registered email address.

Forgot Password

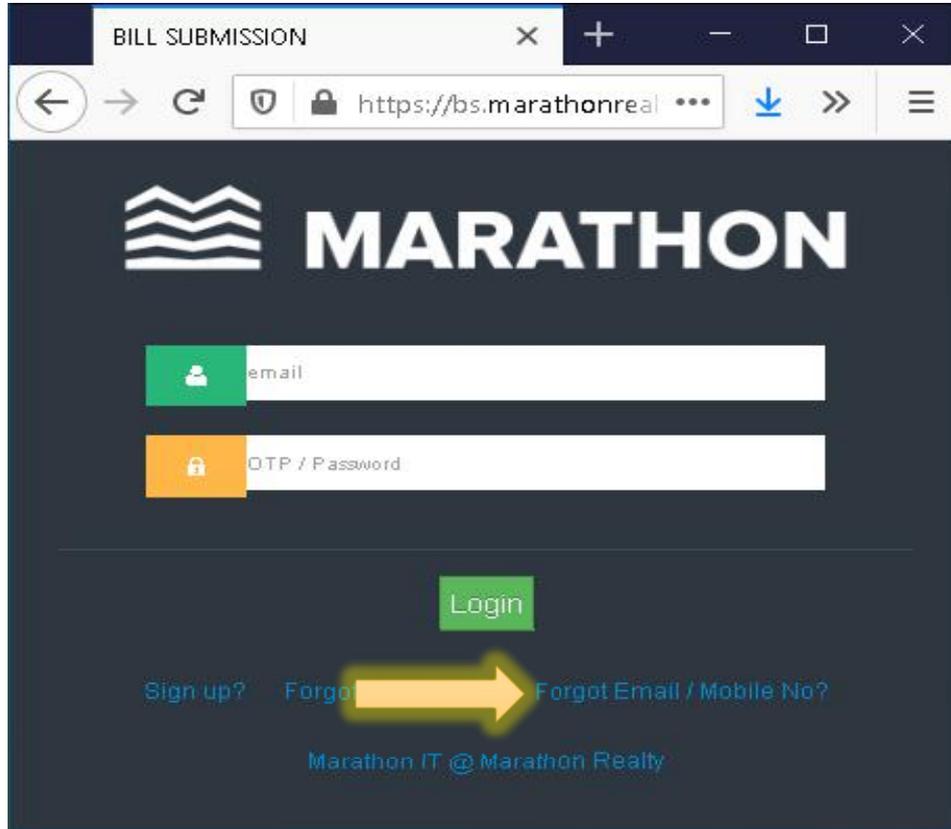
Email :

Mobile No :

Login details has been sent to your registered email address....

5. Forgot Email / Mobile No :

In case you are not aware about login credentials or forgot your email address and mobile no which is shared with marathon while submitting VRF, you can retrieve the same with this option by providing vendor / supplier / organization name.



Forgot Email / Mobile No

Enter Supplier / Contractor / Vendor Name Which is shared with **MARATHON VENDOR REGISTRATION FORM (VRF)**.

Enter Supplier / Contractor / Vendor Name

VALIDATE

[Register](#) [Forgot Password?](#)

Once validated your vendor / supplier / organization name you will get the details of your registered email with status.

If you have already submitted VRF through online system and approved (You can find status Active : Yes) now you can Sign up to submit bills.

Registered with VRF

EMAIL	MOBILE	ACTIVE
s*****ai@marathonrealty.com	*****1536	Yes



In case you submitted VRF and approved is pending you (I.e. Active : No) then, you need to contact respective department and/or respective contact person to approve your VRF.

Forgot Email / Mobile No

Enter Supplier / Contractor / Vendor Name Which is shared with **MARATHON VENDOR REGISTRATION FORM** (VRF).

Enter Supplier / Contractor / Vendor Name

VALIDATE

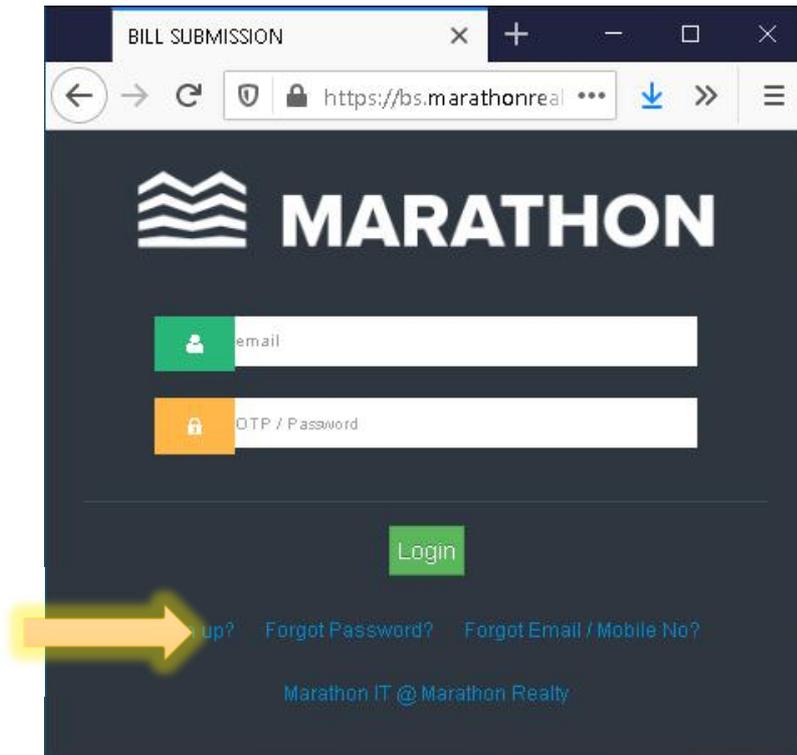
[Register](#) [Forgot Password?](#)

Registered with VRF

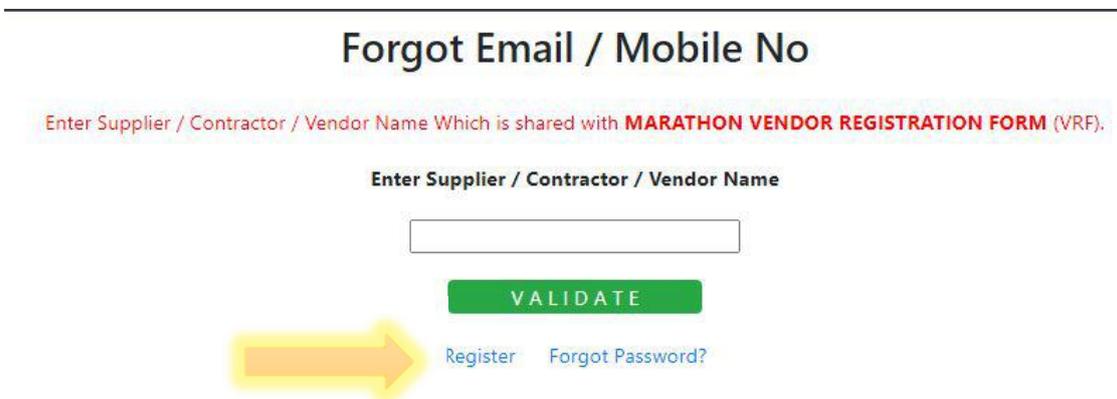
EMAIL	MOBILE	ACTIVE
s*****e@aic...com	*****8059	No



In case you are not submitted VRF through online process then you can click on sign up / forgot password or forgot email / mobile no and use **Register** option to submit VRF through online, once submitted and approved VRF then you can sign up and submit bills through online portal.



Next click on register link



You have to submit the required details, once submitted you will receive email with URL to submit VRF. You will receive one more email after approval of VRF by respective authorities, with login credentials to login and submit bills through online bill submission application.

Registration

Company Name :

Address :

Contact Person :

Email :

Mobile No :

Registration successfully completed, Please completed VRF process to submit online bills....

In case you have already Sign up with online bill submission portal and forgotted username and password Or you are not aware about registered email id and mobile number then you can retrieve patial data of registered mobile no and email address to guess. You can use this information to retrieve your login credentials.



Forgot Email / Mobile No

Enter Supplier / Contractor / Vendor Name Which is shared with **MARATHON VENDOR REGISTRATION FORM (VRF)**.

Enter Supplier / Contractor / Vendor Name

[Register](#) [Forgot Password?](#)

Registered with online bill submission

NAME	EMAIL	MOBILE	ACTIVE
STRIES	p*****te@marathonrealty.com	*****9457	Yes

Technical Support
Email to: it@marathonrealty.com

Or

WhatsApp

