

Government eProcurement System of National Informatics Centre

(GePNIC Version 1.09.02)



**Bidders Manual Kit
for
Online Bid Submission for
Single (1) Cover System**

Logging in

- Enter the following address in the address bar of a browser <http://demoeproc.nic.in/>
- Click onto [Demo eProcurement](#) link to go to the home page of the site where you did the registration process.
- On the right top of the page, Enter the login ID and password under User login section to login into your profile.

- Enter Login id and password and click Login button.

Government E-PROCUREMENT System (Demo)

09-May-2014 | Search | Latest Active Tenders | Tenders by Closing Date | Corrigendum | Results of Tenders | Home | Contact Us | SiteMap

Government eProcurement System

Welcome to eProcurement System
The eProcurement System enables the Tender bids online through this portal.

1. Enter Login id and password

User Login

Login ID *

Password *

Login

Online Bidder Enrollment
Create / Forgot Password?

2. Click Login

Latest Tenders

Tender Title	Reference No	Closing Date	Bid Opening Date
2. distst	0101	09-May-2014 11:05 AM	09-May-2014 11:15 AM
3. supply of computers	a/bd/cf	10-May-2014 05:00 PM	15-May-2014 05:00 PM
4. sd.	sd/mm	29-May-2014 05:00 PM	30-May-2014 03:00 PM
5. test upload doc 2	Test upload document 2	09-May-2014 03:05 PM	09-May-2014 03:05 PM
6. Test For Upload Document	Test flow for upload	09-May-2014 03:05 PM	09-May-2014 03:05 PM

Latest Corrigendums

Corrigendum Title	Reference No	Closing Date	Bid Opening Date
6. date change	Stores2013/21	14-May-2014 10:00 AM	16-May-2014 03:00 PM
7. germeenu	ExampleTenderPM	28-May-2014 04:00 PM	30-May-2014 04:00 PM

Search with Tender Reference no/Tender id/Title/Description

Tender Search

Advanced Search

Help For Contractors

Information About DSC

FAQ

Feedback

Bidders Manual Kit

India.gov.in
The national portal of India

www.tn.gov.in
Tamil Nadu Government Portal

The Bidder logs in using his User ID/Password and DSC

- Physically Insert the DSC token into the system and Click LOGIN. When prompted enter the DSC PIN also.

Government E-PROCUREMENT System (Demo)


09-May-2014 | Search | Latest Active Tenders | Tenders by Closing Date | Corrigendum | Results of Tenders | Home | Contact Us | SiteMap

Government eProcurement System

05:27 PM


Digital Certificate Authentication

Welcome ABC Corporation Ltd [bidder76@nic.in],



1. You have registered with DSC. Please insert your DSC card / e-Token for authentication.
2. Click the 'Login' button to proceed.


S.No	Alias Name	Serial No.	Certificate Type	Expiry Date	Status
1.	democert56Sign	8d 6c 11 0d 3d 6a 6a 3f	Signing	07-Jun-2014 10:01 AM	Critical


 **LOGIN**

If the 'Login' button is not appearing in this screen, perform the following checks:

1. Java Runtime Environment (JRE) 1.6 or above should be installed.
2. DSC driver should be installed from the resource CD.
3. The DSC card / e-Token must be plugged in with the system's USB port / smart card reader.

Click Login


india.gov.in
 The national portal of India


www.tn.gov.in
 Tamil Nadu Government Portal

MMP on eProcurement

- Enter DSC Password and Click Ok.

The screenshot displays the Government E-Procurement System (Demo) interface. The header includes the system name, date (09-May-2014), and navigation links. A sidebar on the left contains various menu items like Reports, Tenders by Location, and Downloads. The main content area shows a 'Digital Certificate Authentication' dialog box with the title 'Signing data with your private exchange key'. The dialog contains a message: 'An application is requesting access to a Protected item.' Below this, it asks for the 'Password for: CryptoAPI Private Key' with a masked input field and a 'Remember password' checkbox. At the bottom of the dialog are 'OK', 'Cancel', and 'Details...' buttons. Two blue callout boxes with white text provide instructions: '1. Enter DSC Password' points to the password field, and '2. Click OK' points to the OK button. The background interface includes a clock showing 05:28 P.M. and a 'LOGIN' button.



Bid Submission

Search Tender

- After successfully logging in, You will be able to view the Dashboard of your profile.
- Click **Search Active Tenders** on the left side of the page to search the tenders.

- Click Search Active Tenders to search for the required tender.

The screenshot shows the Government e-Procurement System interface. At the top, the header includes the Government of India logo, the text 'Government e-Procurement System', and a map of India. On the right, it displays user information: 'Welcome : bidder76@nic.in' and 'Last login : 09-May-2014 05:28 PM'. Navigation links for 'My Account', 'Home', and 'Logout' are also present.

The main content area is titled 'DASHBOARD' and features a left-hand navigation menu under the heading 'Bid Submission'. The menu items are: 'Search Active Tenders' (highlighted in orange), 'Archived Clarification', 'My Tenders', 'My Archive', 'Bid Opening(Live)', 'Clarification', 'My Bids', and 'Tender Status'. A blue callout bubble with white text points to the 'Search Active Tenders' link, stating: 'Click here to search for active tenders'.

The dashboard content includes a welcome message: 'Welcome ABC Corporation Ltd, Tenderer'. Below this, there are sections for 'Pending' (with a red hourglass icon), 'Activity Of the Day' (with a calendar icon), 'Alerts' (with a red triangle icon), and 'Announcements' (with a megaphone icon). The Alerts section shows a notification: 'Tender(s) published in my preferred product category [3]'.

- Enter the keyword or tender ID and click Submit.

The screenshot displays the Government e-Procurement System interface. At the top, the header includes the Government of India logo, the text 'Government e-Procurement System', and user information: 'Welcome : bidder76@nic.in' and 'Last login : 09-May-2014 05:28 PM'. Navigation links for 'My Account', 'Home', and 'Logout' are also present. The main content area is titled 'BID MANAGEMENT' and features a 'Search Tenders' section. A 'Search Active Tenders' form is visible, containing various search criteria such as Organisation, Department, Division, Sub Division, Org Chain, Location/City, Tender Type, Value Criteria, Date Criteria, Tender ID, Keyword # (set to 'Goods'), Tender Category, Product Category, Form of Contract, and date ranges. A blue speech bubble with the text '1. Enter the keyword' points to the 'Keyword #' field. Below the form, a note states: '#- Keyword finds the match in tender title, work description and technical description'. At the bottom right of the form, there are 'Cancel' and 'Submit' buttons. A second blue speech bubble with the text '2. Click Submit' points to the 'Submit' button. On the left side of the interface, a 'Bid Submission' menu is visible with options like 'Search Active Tenders', 'Archived Clarification', 'My Tenders', 'My Archive', 'Bid Opening(Live)', 'Clarification', 'My Bids', and 'Tender Status'. A blue arrow icon is positioned to the left of this menu.

My Tenders

- A tender searched using either keyword or tender id can be made as favorite.
- Check the field under favorite and click Save. The tender is made as your favorite.
- The tenders gets moved to My Tenders.
- Click My Tenders from the menu in the left side of the page.
- The tenders made as favorite get displayed.
- Click View to view the details of a particular tender.

- Check the box under Favorite.
- Click Save to make the selected tender as your favorite.

Government e-Procurement System

Welcome : bidder76@nic.in
Last login : 09-May-2014 05:28 PM

My Account Home Logout

Government eProcurement System

BID MANAGEMENT

Bid Submission

- Search Active Tenders
- Archived Clarification
- My Tenders
- My Archive
- Bid Opening(Live)
- Clarification
- My Bids
- Tender Status

Active Tenders

Matches found : 1

Sno	Tender ID	Tender Title	Tender Reference Number	Product Category	Value (INR)	Favorite
1.	2014_NIC_27945_1	Construction and maintenance of fly over	Tender - Goods	metal makes	1500000	<input checked="" type="checkbox"/>

Back

Save

1. Check here to make the tender as favorite

2. Click Save to set as Favorite

- Click My Tenders tab under Bid submission.

Government e-Procurement System

Welcome : bidder76@nic.in
Last login : 09-May-2014 05:28 PM

[My Account](#) [Home](#) [Logout](#)

Government eProcurement System

BID MANAGEMENT

Bid Submission

- Search Active Tenders
- Archived Clarification
- My Tenders**
- My Archive
- Bid Opening(Live)
- Clarification
- My Bids
- Tender Status

Active Tenders

✓ Tender(s) has been set as your favorite successfully

[← Back](#)

Title	Tender Reference Number	Product Category	Value (INR)	Favorite
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[Save](#)

Click My Tenders

- List of tenders moved from Search Active Tenders get displayed.
- Click View to view Tender details and Start the Bid Submission.

The screenshot shows the Government e-Procurement System interface. The header includes the Government of India logo, the text 'Government e-Procurement System', and a map of India. The user is logged in as 'bidder76@nic.in' on '09-May-2014 05:28 PM'. The main navigation menu on the left includes 'Bid Submission', 'Search Active Tenders', 'Archived Clarification', 'My Tenders', 'My Archive', 'Bid Opening(Live)', 'Clarification', 'My Bids', and 'Tender Status'. The 'My Tenders' section is active, displaying a search bar and a table of tenders. A callout bubble points to the 'View' button for the first tender.

Government e-Procurement System

Welcome : bidder76@nic.in
Last login : 09-May-2014 05:28 PM

My Account Home Logout

Government eProcurement System

BID MANAGEMENT

Bid Submission

- Search Active Tenders
- Archived Clarification
- My Tenders
- My Archive
- Bid Opening(Live)
- Clarification
- My Bids
- Tender Status

My Tenders 05:31 PM

Search

Tender ID Tender Title

Clear Search

My Tenders


S.No	Tender ID	Tender Reference Number	Tender Title	View	Remove
1	2014_NIC_27945_1	Tender - Goods	Construction and maintenance of fly over		

Delete


Click here to view Tender details and Start the Bid Submission

Proceed for Bid Submission

- Click Proceed for Bid Submission to start placing bid.



Government e-Procurement System



Welcome : bidder76@nic.in
Last login : 09-May-2014 05:28 PM

[My Account](#) [Home](#) [Logout](#)

Government eProcurement System

BID MANAGEMENT

[View Tender Details](#) 05:31 PM Tender Details Page 1

Bid Submission

- Search Active Tenders
- Archived Clarification
- My Tenders
- My Archive
- Bid Opening(Live)
- Clarification
- My Bids
- Tender Status

Basic Details

Organisation Chain	NIC/NICSI		
Tender Reference Number	Tender - Goods		
Tender ID	2014_NIC_27945_1		
Tender Category	Goods	Is Resubmission Allowed	Yes No. of packets 1
Tender Type	Open	Is Offline Submission Allowed	No Is Withdrawal Allowed Yes
Payment mode	Offline	General Technical Evaluation Allowed	No Template Name Nil
Form of contract	Supply	Is Multi Currency Allowed	No Currency Name Nil

Payment Instruments

Offline	S.No	Instrument Type
	1	DD - Demand Draft

Cover Details, No. Of Covers - 1

Cover No	Cover	Document Type	Description
1	Fee/PreQual/Technical/Finance	.pdf	Technical document
		.xls	Price bid

[View Other Important Documents Details](#)

Tender Fee Details, [Total Fee (INR) * - 100]

Tender Fee (INR)	100	Surcharges (INR)	NA
Processing Fee (INR)	NA	Any Other Tax / Charges (INR)	NA
Fee Payable To	Tender Inviting Officer	Fee Payable At	Chennai

EMD Fee Details

EMD Amount (INR)	1,000	EMD Exemption Allowed	Yes
EMD Fee Type	fixed	EMD Percentage	NA
EMD Payable To	Tender Inviting Officer	EMD Payable At	Chennai

Work Item Details

- Click Proceed for Bid Submission to start placing bid.



Tender Details Page 2

Work Item Details

Title	Construction and maintenance of fly over		
Work Description	Construction and maintenance of fly over		
Pre Qualification Details	Refer tender documents		
Tender Value	INR 15,00,000	Bid Validity(Days)	60
Product Category	metal makes	Sub category	NA
Location	Chennai	Pre Bid Meeting Place	NA
Bid Opening Place	chennai	Pre Bid Meeting Address	NA
		Period Of Work(Days)	300
		Contract Type	Tender
		Pre Bid Meeting Date	NA
		Created Date	09-May-2014 04:18 PM

Critical Dates

Publish Date	09-May-2014 04:30 PM	Bid Opening Date	09-May-2014 06:30 PM
Document Download / Sale Start Date	09-May-2014 04:30 PM	Document Download / Sale End Date	09-May-2014 06:30 PM
Clarification Start Date	NA	Clarification End Date	NA
Bid Submission Start Date	09-May-2014 04:30 PM	Bid Submission End Date	09-May-2014 06:30 PM

Tender Documents

NIT Document	S.No	Document Name	Description	Document Size (in KB)
	1	NIT_1.pdf	Notice Inviting Tender	90.29

Work Item Documents	S.No	Document Name	Document Type	Description	Document Size
	1	BOQ_24593.xls	BOQ	Price Bid	
	2	Tender_Documents.pdf	Tender Documents	Tender Documents	

Tender Inviting Authority

Name	Tender Inviting Officer
Address	Chennai

Proceed for Bid Submission
← Back

Click Proceed for Bid Submission

Page 16

- Read the terms and conditions, agree the same and click Next.

Government e-Procurement System

Welcome : bidder76@nic.in
Last login : 09-May-2014 05:28 PM

My Account Home Logout

Government eProcurement System

BID MANAGEMENT

Bid Submission

- Search Active Tenders
- Archived Clarification
- My Tenders
- My Archive
- Bid Opening(Live)
- Clarification
- My Bids
- Tender Status

Terms & Condition

05:32 PM

Print

eTender Portal User Agreement

In order to create a user account and use the eTender portal you must read and accept the eTender portal User Agreement.

TERMS AND CONDITIONS OF E-TENDER SERVICES AGREEMENT

YOU MAY NOT MODIFY, COPY, REPRODUCE, REPUBLISH, UPLOAD, POST, TRANSMIT, OR DISTRIBUTE, IN ANY MANNER, THE MATERIAL ON THE SITE, INCLUDING TEXT, GRAPHICS, CODE AND/OR SOFTWARE.

You may print and download portions of material from the different areas of the Site solely for your own non-commercial use provided that you agree not to change or delete any copyright or proprietary notices from the materials.


I Agree
 I Disagree

Next >

1. Select Agree


2. Click Next

- The details of your profile is displayed.
- Make changes if required and click Next.



Government e-Procurement System

सत्यमेव जयते



Welcome : bidder76@nic.in
Last login : 09-May-2014 05:28 PM

[My Account](#) [Home](#) [Logout](#)

Government eProcurement System

USER MANAGEMENT

Corporate Users → Edit

Login ID: bidder76@nic.in
User Type: Corporate/Bidder
Company Name: ABC Corporation Ltd
DOB (Date Of Birth): 16-Jan-1971
PAN Number: AEVTG2458A
Company's Establishment Year(yyyy): 2013
Company's Nature of Business: t
Company's Legal Status: Others
Category of the Bidder: Small Unit as per MSME

Company Details

Registered Address*

Corporate Address

Contact Details

Title *

Contact Name*

Correspondence Email*

Designation

Phone Details eg: +91 044 22272449

Phone*

Mobile*

Corporate User
Details Page 1

→

- Archived Clarification
- My Tenders
- My Archive
- Bid Opening(Live)
- Clarification
- My Bids
- Tender Status



Login ID: bidder76@nic.in
 User Type: Corporate/Bidder
 Company Name: ABC Corporation Ltd
 DOB (Date Of Birth): 16-Jan-1971
 PAN Number: AEVTG2458A
 Company's Establishment Year(yyyy): 2013
 Company's Nature of Business: t
 Company's Legal Status: Others
 Category of the Bidder: Small Unit as per MSME

Corporate User Details Page 2

Company Details

Registered Address*

Corporate Address

Contact Details

Title *

Contact Name*

Correspondence Email*

Designation

Phone Details eg: +91 044 22272449

Phone*

Mobile*





Process Flow Steps

Fee details

- Enter tender fee details and Click Save to save the entered details.

The screenshot displays the Government e-Procurement System interface. At the top, the header includes the system logo, user information (Welcome bidder76@nic.in, Last login: 09-May-2014 05:28 PM), and navigation links (My Account, Home, Logout). The main content area is titled 'BID SUBMISSION' and features a process flow: 1 FEE DETAILS, 2 EMD DETAILS, 3 FEE CONFIRMATION, 4 UPLOAD DOCUMENTS, and 5 BID CONFIRMATION. A digital clock shows 05:34 PM. The 'My Tenders' section is active, showing 'Offline Fee Payment'. The 'Tender Fee' details are as follows:

Tender Fee (Inclusive of Taxes) (INR) :	100
Tender Fee (Exclusive of Taxes) (INR) :	100
Processing Fee (INR) :	NA
Surcharge (INR) :	NA
Other Charges (INR) :	NA
Fee to be paid (Inclusive of Taxes) (INR):	100
Fee Payable At :	Chennai
Fee Payable To :	Tender Inviting Officer

Below this, the 'Specify Instruments for Offline Payment' form is shown with the following fields:

Instrument Type	DD - Demand Draft	Amount *	100
Instrument Number *	233556564645	Issuer Details *	SBI
Issued Date *	09/05/2014	Challan Number	745645643
Expiry Date *	12/08/2014	Account Number	451231564513545

Buttons for 'Cancel' and 'Save' are visible. At the bottom, a 'Fee Details' table is shown with the message 'No Fee details found'.

It denotes process flow steps of Bid Submission

1. Enter Tender Fee details

2. Click Save

- The fee details can be edited using Edit option.

Bid Submission

- Search Active Tenders
- Archived Clarification
- My Tenders
- My Archive
- Bid Opening(Live)
- Clarification
- My Bids
- Tender Status

BID SUBMISSION

1 FEE DETAILS
2 EMD DETAILS
3 FEE CONFIRMATION
4 UPLOAD DOCUMENTS
5 BID CONFIRMATION

My Tenders ➤ Offline Fee Payment 05:34 PM

Tender Fee (Inclusive of Taxes) (INR) : 100

Tender Fee (Exclusive of Taxes) (INR) : 100

Processing Fee (INR) : NA

Surcharge (INR) : NA

Other Charges (INR) : NA

Fee to be paid (Inclusive of Taxes) (INR): 100

Fee Payable At : Chennai

Fee Payable To : Tender Inviting Officer

Specify Instruments for Offline Payment :

Instrument Type

Instrument Number *

Issued Date *

Expiry Date *

Account No.

Fee Details								
S.No	Instrument No.	Name	Issued Date	Expiry Date	Acc.No	Amount	Edit	Delete
1	233556564645	DD - Demand Draft	09-May-2014	12-Aug-2014	451231564513545	100	<input type="button" value="Edit"/>	<input type="checkbox"/>

1. Saved Tender Fee details

2. Click here to Edit Tender fee details if required

• Click Next for EMD Payment.



BID SUBMISSION

1 FEE DETAILS
2 EMD DETAILS
3 FEE CONFIRMATION
4 UPLOAD DOCUMENTS
5 BID CONFIRMATION

My Tenders → Offline Fee Payment

05:34 PM

Tender Fee (Inclusive of Taxes) (INR) : 100

Tender Fee (Exclusive of Taxes) (INR) : 100

Processing Fee (INR) : NA

Surcharge (INR) : NA

Other Charges (INR) : NA

Fee to be paid (Inclusive of Taxes) (INR): 100

Fee Payable At : Chennai

Fee Payable To : Tender Inviting Officer

Specify Instruments for Offline Payment :

Instrument Type	DD - Demand Draft	Amount *	<input type="text"/>
Instrument Number *	<input type="text"/>	Issuer Details *	<input type="text"/>
Issued Date *	<input type="text"/>	Challan Number	<input type="text"/>
Expiry Date *	<input type="text"/>	Account Number	<input type="text"/>

Cancel Save

Fee Details

S.No	Instrument No.	Name	Issued Date	Expiry Date	Acc.No	Amount	Ed
1	233556564645	DD - Demand Draft	09-May-2014	12-Aug-2014	451231564513545	100	<input type="checkbox"/>

Delete Next ▶



EMD details

- Select the exemption from EMD payment “Yes” or “No”.

The screenshot displays the Government e-Procurement System interface. At the top, the header includes the Government of India logo, the text "Government e-Procurement System", and user information: "Welcome : bidder76@nic.in" and "Last login : 09-May-2014 05:28 PM". Navigation links for "My Account", "Home", and "Logout" are also present. The main content area is titled "BID SUBMISSION" and features a progress bar with five steps: 1. FEE DETAILS, 2. EMD DETAILS (current step), 3. FEE CONFIRMATION, 4. UPLOAD DOCUMENTS, and 5. BID CONFIRMATION. Below the progress bar, the breadcrumb trail shows "My Tenders" and "EMD Offline Payment". A digital clock displays "05:35 PM". The main form area contains the instruction: "If, You are exempted from EMD payment, then select the option to 'Yes' and provide the details." Below this, the question "Are you exempted from EMD payment:" is followed by two radio button options: "Yes" and "No". The "No" option is selected. A "Next >" button is located to the right of the form. Two blue callout boxes provide instructions: "1. No Exemption Select 'No'" points to the "No" radio button, and "2. Click Next" points to the "Next >" button. A large blue arrow on the left side of the page points towards the "My Tenders" breadcrumb.

- Enter EMD fee details and then click Save.

Government e-Procurement System

Welcome : bidder76@nic.in
Last login : 09-May-2014 05:28 PM

My Account Home Logout

Government eProcurement System

BID SUBMISSION

1 FEE DETAILS → 2 EMD DETAILS → 3 FEE CONFIRMATION → 4 UPLOAD DOCUMENTS → 5 BID CONFIRMATION

Active Tenders → EMD Offline Payment

05:37 PM

Tender Fee Amount (INR) : 100
Emd Amount (INR) : 1,000
Eligible for Emd Discount : No
Actual Emd Payable (INR) : 1,000
EMD Payable At : Chennai
EMD Payable To : Tender Inviting Officer

Edit Fee Details Edit EMD Exemption Details

Specify Instruments for EMD Offline Payment :

Instrument Type	DD - Demand Draft	Amount*	1000
Instrument Number *	BFY512512153322HG	Issuer Details *	IOB
Issued Date *	09/05/2014	Challan Number	1213214531
Expiry Date *	26/08/2014	Account Number	512105845432125

Cancel Save

EMD Fee Details

S.No	Instrument No.	Name	Issued Date	Expiry Date	Edit	Delete
No Records found.						

Next ▶

1. Enter EMD Fee details

Edit fee details and EMD exemption details if required

2. Click Save

- The EMD fee details can be edited using Edit option if required.

Government e-Procurement System

Welcome : bidder76@nic.in
Last login : 09-May-2014 05:28 PM

My Account Home Logout

Government eProcurement System

BID SUBMISSION

1 FEE DETAILS → 2 EMD DETAILS → 3 FEE CONFIRMATION → 4 UPLOAD DOCUMENTS → 5 BID CONFIRMATION

Active Tenders → EMD Offline Payment **05:38 PM**

Tender Fee Amount (INR) : 100
Emd Amount (INR) : 1,000
Eligible for Emd Discount : No
Actual Emd Payable (INR) : 1,000
EMD Payable At : Chennai
EMD Payable To : Tender Inviting Officer

Edit Fee Details Edit EMD Exemption Details

Specify Instruments for EMD Offline Payment :

Instrument Type: DD - Demand Draft Amount:
Instrument Number: Issuer Details:
Issued Date: Challan Number:
Expiry Date: Account Number:

Cancel

EMD Fee Details

S.No	Instrument No.	Name	Issued Date	Expiry Date	Acc.No	Amount	E	Delete
1	BFY512512153322HG	DD - Demand Draft	09-May-2014	26-Aug-2014	512105845432125	1,000		<input type="checkbox"/>


Delete Next >

1. Saved EMD Fee details


Edit fee details and EMD exemption details if required

2. Click here to Edit EMD fee details if required

- Click Next to Upload the cover Documents.



Government e-Procurement System



Welcome : bidder76@nic.in
Last login : 09-May-2014 05:28 PM

[My Account](#) [Home](#) [Logout](#)

Government eProcurement System

BID SUBMISSION

1 FEE DETAILS → 2 EMD DETAILS → 3 FEE CONFIRMATION → 4 **UPLOAD DOCUMENTS** → 5 BID CONFIRMATION

Active Tenders → EMD Offline Payment 05:38 PM

Tender Fee Amount (INR) : 100
Emd Amount (INR) : 1,000
Eligible for Emd Discount : No
Actual Emd Payable (INR): 1,000

EMD Payable At : Chennai
EMD Payable To : Tender Inviting Officer

[Edit Fee Details](#) [Edit EMD Exemption Details](#)

Specify Instruments for EMD Offline Payment :

Instrument Type	DD - Demand Draft	Amount*	<input type="text"/>
Instrument Number *	<input type="text"/>	Issuer Details *	<input type="text"/>
Issued Date *	<input type="text"/>	Challan Number	<input type="text"/>
Expiry Date *	<input type="text"/>	Account Number	<input type="text"/>

[Cancel](#) [Save](#)

EMD Fee Details

S.No	Instrument No.	Name	Issued Date	Expiry Date	Acc.No	Amount
1	BFY512512153322HG	DD - Demand Draft	09-May-2014	26-Aug-2014	512105845432125	1,000

[Delete](#) [Next >](#)

→

Click Next

Upload Documents

- Click Submit Other Important Documents to submit the documents asked for.

The screenshot displays the Government e-Procurement System interface. At the top, the header includes the Government of India logo, the text 'Government e-Procurement System', and user information: 'Welcome : bidder76@nic.in' and 'Last login : 09-May-2014 05:28 PM'. Navigation links for 'My Account', 'Home', and 'Logout' are also present. The main content area is titled 'BID MANAGEMENT' and features a progress bar with five steps: 1. FEE DETAILS, 2. EMD DETAILS, 3. FEE CONFIRMATION, 4. UPLOAD DOCUMENTS (highlighted), and 5. BID CONFIRMATION. Below the progress bar, the breadcrumb trail reads 'My Tenders > 2014_NIC_27945_1 > Transaction Message'. A 'Payment Details' section contains a table with the following data:

Element	Amount (INR)	Paid (INR)	Edit
Fee Amount	100	100	
EMD Amount	1,000	1,000	
Total Amount	1,100	1,100	

Below the table, there is a prompt: 'Please upload Other Important Documents' followed by a 'Submit Other Important Documents' button and a '< Back' button. Two callout boxes provide instructions: one pointing to the 'Edit' icons in the table with the text 'Edit fee details and EMD exemption details if required', and another pointing to the 'Submit Other Important Documents' button with the text 'Click Submit Other Important Documents'.

- Select the documents need to upload and click Submit.

Government e-Procurement System

Welcome : bidder76@nic.in
Last login : 09-May-2014 05:28 PM

My Account Home Logout

Government eProcurement System

SUBMIT MY DOCUMENTS FOR BID

Bid Submission

- Search Active Tenders
- Archived Clarification
- My Tenders
- My Archive
- Bid Opening(Live)
- Clarification
- My Bids
- Tender Status

Submit My Documents For Bid

Organisation Chain : NIC/NIC
Tender Ref. No : Tender
Tender Id : 2014_NIC
Tender Title : Construction and maintenance of fly over
Bid Opening Date & Time : 09-May-2014 06:30 PM

My Documents

Required Other Important Documents

SNo	Category Name	Sub Category Name	Status
1	Miscellaneous	Tester	Available
2	NSD	ABC	Available

Available Other Important Documents

SNo	Category Name	Sub Category Name	Document Name	Document View	Document Size (in KB)	Select
1	Miscellaneous	Tester	AOC.pdf		2	<input checked="" type="checkbox"/>
2	NSD	ABC	2.pdf		4	<input checked="" type="checkbox"/>

[Back](#) [Submit Other Important Documents](#)

If Required other important documents are not available, refer "My documents" document to know how to store other important documents

Click Submit Other Important Documents

- Click Encrypt & Upload to upload your bid documents in encrypted format.

The screenshot displays the Government e-Procurement System interface. At the top, the header includes the Government of India logo, the text 'Government e-Procurement System', and a map of India. User information shows 'Welcome : bidder76@nic.in' and 'Last login : 09-May-2014 05:28 PM'. Navigation links for 'My Account', 'Home', and 'Logout' are present. The main content area is titled 'BIDDER CONFIRMATION' and contains a yellow message box with a green checkmark icon: 'You have successfully completed technical details for bid submission, Please press Encrypt & Upload button to upload your bid documents.' Below the message is an 'Encrypt & Upload' button. A blue callout bubble with white text points to the button, stating 'Click Encrypt & Upload'. On the left, a 'Bid Submission' menu lists options like 'Search Active Tenders', 'Archived Clarification', 'My Tenders', 'My Archive', 'Bid Opening(Live)', 'Clarification', 'My Bids', and 'Tender Status'. A white arrow icon is visible on the far left edge of the slide.

- Press “Click here to upload” or the cover to upload the bid documents in the cover.

Government e-Procurement System

Welcome : bidder76@nic.in
Last login : 09-May-2014 05:28 PM

[My Account](#) [Home](#) [Logout](#)

Government eProcurement System

BID SUBMISSION

1 FEE DETAILS → 2 EMD DETAILS → 3 FEE CONFIRMATION → 4 **UPLOAD DOCUMENTS** → 5 BID CONFIRMATION


Bid Submission → Packet Details

05:39 PM

Organization Chain : NIC/NICSI
Tender Reference Number : **Tender - Goods**
Tender ID : 2014_NIC_27945_1
Tender Title : **Construction and maintenance of fly over**
Bid Submission End Date & Time : **09-May-2014 06:30 PM**

Tender Covers [View Uploaded File Details](#)

Fee/PreQual/Technical/Finance




[Click here to Upload](#)

Please use My Documents option for uploading high volume of technical documents and Other Important documents.


[Back](#)

Click here to upload the bid documents in the cover

- Browse the system to upload the necessary documents.



Government e-Procurement System



Welcome : bidder76@nic.in
Last login : 09-May-2014 05:28 PM

[My Account](#) [Home](#) [Logout](#)

Government eProcurement System

BID SUBMISSION



1 FEE DETAILS → 2 EMD DETAILS → 3 FEE CONFIRMATION → 4 **UPLOAD DOCUMENTS** → 5 BID CONFIRMATION

05:39 PM

Tender Title : **Construction and maintenance of fly over**
Tender ID : **2014_NIC_27945_1** Bid Closing Time : **09-May-2014 06:30 PM**

[← Back](#)


Clear All Selection
Clear Selected

File Type	Descrip...	Upload ...	File Name	File Size (In KB)	File Directory	File Last Modifi...	Browse
.pdf	Techni...	✘	File Not Uploaded				
.xls	Price bid	✘	File Not Uploaded				

Total File Size: 0 KB

0%

0%

 Sign & Upload

Click browse to upload Technical documents

- Select the document and click Open.



Government e-Procurement System

Welcome : bidder76@nic.in
Last login : 09-May-2014 05:28 PM

[My Account](#) [Home](#) [Logout](#)

Government eProcurement System

BID SUBMISSION

1 FEE DETAILS → 2 EMD DETAILS → 3 FEE CONFIRMATION → 4 UPLOAD DOCUMENTS → 5 BID CONFIRMATION

05:40 PM

2014 06:30 PM

← Back

1. Select the Technical document

2. Click Open

Sign & Upload

- Browse the system to upload the BoQ file in the second cover.

Government e-Procurement System

Welcome : bidder76@nic.in
Last login : 09-May-2014 05:28 PM

My Account Home Logout

Government eProcurement System

BID SUBMISSION

1 FEE DETAILS → 2 EMD DETAILS → 3 FEE CONFIRMATION → 4 UPLOAD DOCUMENTS → 5 BID CONFIRMATION

Search Active Tenders
Archived Clarification
My Tenders
My Archive
Bid Opening(Live)
Clarification
My Bids
Tender Status

Click "Clear All selection" if required

Click "Clear Selected" if required any one

File Type	Descrip...	Upload ...	File Name	File Size (In KB)	File Directory	File Last Modifi...	Browse
.pdf	Techni...	✓	Technical_Docu...	79	G:\Demoeproct...	28-Mar-2012 05:...	
.xls	Price bid	✗	File Not Uploaded				

Total File Size: 79 KB

0%
0%

Sign & Upload

Click browse to upload Technical documents

- Select the BoQ file and click Open.



Government e-Procurement System

Welcome : bidder76@nic.in
Last login : 09-May-2014 05:28 PM

My Account Home Logout

Government eProcurement System

BID SUBMISSION

1 FEE DETAILS → 2 EMD DETAILS → 3 FEE CONFIRMATION → 4 UPLOAD DOCUMENTS → 5 BID CONFIRMATION

05:56 PM

2014 06:30 PM

← Back

ar Selected

Last Modifi...	Browse
Mar-2012 05:...	


0%
0%

Sign & Upload


1. Select the Technical document

2. Click Open

- Click Sign and upload files.



Government e-Procurement System



Welcome : bidder76@nic.in
Last login : 09-May-2014 05:28 PM

[My Account](#) [Home](#) [Logout](#)

Government eProcurement System

BID SUBMISSION

1 FEE DETAILS → 2 EMD DETAILS → 3 FEE CONFIRMATION → 4 **UPLOAD DOCUMENTS** → 5 BID CONFIRMATION

05:56 PM

Tender Title : **Construction and maintenance of fly over**
 Tender ID : **2014_NIC_27945_1** Bid Closing Time : **09-May-2014 06:30 PM**

[← Back](#)

Clear All Selection
✗ Clear Selected

File Type	Descrip...	Upload ...	File Name	File Size (In KB)	File Directory	File Last Modifi...	Browse
.pdf	Techni...	✓	Technical_Docu...	79	G:\Demoeproct...	28-Mar-2012 05:...	
.xls	Price bid	✓	BOQ_24593.xls	436	C:\Users\acerD...	09-May-2014 05:...	

Total File Size: 515 KB

0%

0%

Sign & Upload

Click Sign and Upload

- Enter DSC password and Click OK button.

Government e-Procurement System

Welcome : bidder76@nic.in
Last login : 09-May-2014 05:28 PM

My Account Home Logout

Government eProcurement System

BID SUBMISSION

1 FEE DETAILS → 2 EMD DETAILS → 3 FEE CONFIRMATION → 4 UPLOAD DOCUMENTS → 5 BID CONFIRMATION

05:56 PM

Signing data with your private exchange key

An application is requesting access to a Protected item.

Password for:
CryptoAPI Private Key

Remember password

OK Cancel Details...

1. Enter DSC Password

2. Click OK

File Type

File Name	File Last Modified	Browse
docT...	28-Mar-2012 05:...	
erD...	09-May-2014 05:...	

Total File Size: 515 KB

0%
0%

Sign & Upload

•Click Ok once the bid documents are submitted successfully.

Government e-Procurement System

Welcome : bidder76@nic.in
Last login : 09-May-2014 05:28 PM

My Account Home Logout

Government eProcurement System

BID SUBMISSION

1 FEE DETAILS → 2 EMD DETAILS → 3 FEE CONFIRMATION → 4 UPLOAD DOCUMENTS → 5 BID CONFIRMATION

05:56 PM

Tender Title : **Construction and maintenance of fly over**
Tender ID : 2014_NIC_27945_1 Bid Closing Time : 09-May-2014 06:30 PM

[← Back](#)

Message

Packet bid documents submitted successfully.

File Type	Description	Directory	File Last Modified	Browse
.pdf	Technical	oeprocT...	28-Mar-2012 05:...	
.xls	Price	slacerID...	09-May-2014 05:...	

Total File Size: 515 KB

File Signing Completed. (100%)

File(s) Uploaded successfully. (100%)

Click OK

- After uploading the documents, a tick mark under the cover indicates the documents have been successfully uploaded.
- Click Freeze Bid Submission for acknowledgement.

Government e-Procurement System

Welcome : bidder76@nic.in
Last login : 09-May-2014 05:28 PM

My Account Home Logout

Government eProcurement System

BID SUBMISSION

1 FEE DETAILS → 2 EMD DETAILS → 3 FEE CONFIRMATION → 4 UPLOAD DOCUMENTS → 5 BID CONFIRMATION

05:58 PM

Organization Chain : NIC/NICSI
Tender Reference Number : **Tender - Goods**
Tender ID : 2014_NIC_27945_1
Tender Title : **Construction and maint**
Bid Submission End Date & Time : **09-May-2014 06:30 PM**

✓ You have uploaded your packet document(s). However your bid submission is considered valid only after receiving bid acknowledgment on clicking 'Freeze Bid Submission' button.

View Uploaded File

Click the Icon if you need to upload again

1. Click Freeze Bid Submission for acknowledgement

Click Freeze button to conclude your bid submission process. **Freeze Bid Submission**

Please use My Documents option to upload high volume of technical documents and Other Important documents.

Click this icon to Re-Upload the documents.

← Back

Bid Confirmation

- You will be acknowledged with your bid number which can be used for tracking your bid status.

**Acknowledgement
Page 1**

BID MANAGEMENT

- Bid Submission**
- Search Active Tenders
 - Archived Clarification
 - My Tenders
 - My Archive
 - Bid Opening(Live)
 - Clarification
 - My Bids
 - Tender Status

- 1 FEE DETAILS
2 EMD DETAILS
3 FEE CONFIRMATION
4 UPLOAD DOCUMENTS
5 BID CONFIRMATION

Bid Preparation Confirmation

05:58 PM

 **Print**

Bid Information

 **Your bid has been placed successfully.**

Please make a note of your bid number. You can use the number for tracking your bid status.

Bid ID : 17664
Name : ABC Corporation Ltd
 Bid Start Date & Time : 09-May-2014 04:30 PM
 Bid End Date & Time : 09-May-2014 06:30 PM
Bid Submitted Date & Time : 09-May-2014 05:58 PM
 Organization Chain : NIC/NICSI
 Tender Ref No : Tender - Goods
 Tender ID : 2014_NIC_27945_1
 Tender Title : Construction and maintenance of fly over
 Bid Opening Date & Time : **09-May-2014 06:30 PM**
 Bidder IP Address: **10.163.2.228**

Take Print

**Tender Fee
Details**

Offline Tender Fee Payment Details

S.No	Instrument No.	Name	Issued Date	Expiry Date	Acc.No	Amount (INR)
1	233556564645	DD - Demand Draft	09-May-2014	12-Aug-2014	451231564513545	100
Total (INR): 100						

Offline EMD Fee Payment Details

S.No	Instrument No.	Name	Issued Date	Expiry Date	Acc.No	Amount (INR)
------	----------------	------	-------------	-------------	--------	--------------

Bid Confirmation

- You will be acknowledged with your bid number which can be used for tracking your bid status.

EMD Fee
Details

Uploaded
Documents

OID
Documents

Offline Tender Fee Payment Details

S.No	Instrument No.	Name	Issued Date	Expiry Date	A
1	233556564645	DD - Demand Draft	09-May-2014	12-Aug-2014	45

Total (INR): 100

**Acknowledgement
Page 2**

Offline EMD Fee Payment Details

S.No	Instrument No.	Name	Issued Date	Expiry Date	Acc.No	Amount (INR)
1	BFY512512153322HG	DD - Demand Draft	09-May-2014	26-Aug-2014	512105845432125	1,000

Total (INR): 1,000

Uploaded Documents

S.No	Packet Type	File Name	Description	File Size (KB)
1	Fee/PreQual/Technical/Finance	Technical_Documents.pdf	Technical document	79.0
		BOQ_24593.xls	Price bid	436.0

Other Important Documents Submitted

SNo	Category Name	Sub Category Description	Document Name	Document Size (in KB)
1	Miscellaneous	TesterRFT	AOC.pdf	2
2	NSD	ABC	2.pdf	4

Thanks
Tender Inviting Authority

 My Tenders  My Bids



Thank You