

Government eProcurement System of National Informatics Centre

(GePNIC Version 1.09.03)


Bidders Training Kit

My Documents

My Documents

- This document assists you on how to have Other Important Documents stored.
- Go to My Accounts after successfully logging in.
- Select My Documents icon,
- Upload the Other Important Documents and have them stored in the space given.
- The documents stored will be submitted as available while placing bid.

- Enter Login id and password and click Login button



Government E-PROCUREMENT System (Demo)

12-May-2015

Search | Latest Active Tenders | Tenders by Closing Date | Corrigendum | Results of Tenders

Home | Contact Us | SiteMap

MIS Reports

Tenders by Location

Tenders by Organisation

Tenders by Classification

Tenders in Archive

Tenders Status

Cancelled Tenders

Downloads

Announcements

Awards

Site compatibility

Welcome to eProcurement System

The eProcurement System enables the Tenderers to download bids online through this portal.

Latest Tenders

Tender Title	Reference No	Closing Date	Bid Opening Date
1. Test	All in one	12-May-2015 11:15 AM	12-May-2015 11:30 AM
2. Hiring of Taxi	NIT/PCD/AB	12-May-2015 12:00 PM	12-May-2015 12:05 PM
3. supply of computers	GTEITE/demo/2015	12-May-2015 01:00 PM	12-May-2015 02:00 PM
4. Supply of Laptop	SU/DemoET001A	12-May-2015 02:00 PM	12-May-2015 02:00 PM
5. Supply of Laptop	ET-01/SE	15-May-2015 02:00 PM	15-May-2015 02:00 PM

Latest Corrigendums

Corrigendum Title	Reference No	Closing Date	Bid Opening Date
2. Change in Date	Testnifm	15-May-2015 09:00 AM	18-May-2015 10:00 AM
3. date change	12345	20-May-2015 09:00 AM	20-May-2015 09:00 AM

Certifying Agency

STQC

User Login

Login ID *

Password *

Login

Online Bidder Enrollment

Generate DSC / **Forgot Password?**

Search with ID/Title/Reference no

Tender Search

GO

Advanced Search

Help For Contractors

Information About DSC

FAQ

Feedback

Bidders Manual Kit

1. Enter Login id and password


2. Click Login

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

india.gov.in
The national portal of India

MMP on eProcurement

- Physically Insert the DSC token into the system and Click LOGIN



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India.gov.in
The national portal of India

MMP on eProcurement



Digital Certificate Authentication

Welcome Seeni corp Ltd [seenivasanb@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.	SEENIVASAN FIVE	49 2f 79 c3 3c ca b5 47 44 b1	Signing	28-Apr-2016 12:55 PM	Live


 LOGIN  Cancel

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

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

Click Login
Button

- Authenticating



Government E-PROCUREMENT System (Demo)

12-May-2015

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Home | Contact Us | SiteMap

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MIS Reports

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Site compatibility



Digital Certificate Authentication

Welcome Seeni corp Ltd [seenivasanb@nic.in]



1. You have registered with DSC. Please insert your DSC card / e-Token for authentication.


S.No	Alias Name
1.	SEENIVASAN FIVE



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

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

Authentication



Authenticating... Please wait

Cancel

Status
Live

india.gov.in

The national portal of India

MMP on eProcurement

Double Factor Authenticating

- Enter DSC Password and Click Ok when prompted

The screenshot displays the Government E-Procurement System (Demo) interface. The header includes the Government of India logo, the system name, the date (12-May-2015), and navigation links. A left sidebar contains various menu items. The main content area shows a 'Digital Certificate Authentication' section with a welcome message and a list of users. A 'Windows Security' dialog box is overlaid, prompting the user to enter their PIN. A blue speech bubble points to the PIN input field with the text 'Enter DSC password'. Another blue speech bubble points to the 'OK' button with the text 'Click Ok'.

Government E-PROCUREMENT System (Demo)

12-May-2015

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Home | Contact Us | SiteMap

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Downloads

Announcements

Awards

Site compatibility

India.gov.in The national portal of India

MMP on eProcurement

Digital Certificate Authentication

Welcome Seeni.com Ltd (seeni.vasanb@nic.in)

Windows Security

Microsoft Smart Card Provider

Please enter your PIN.

PIN



Click here for more information

OK Cancel

Enter DSC password

Click Ok

- Click My Accounts to go to your account page

**Government
eProcurement
System**

Welcome : seenivasanb@nic.in
Last login : 12-May-2015 10:54 AM

Server Time
12-May-2015 10:56:30

[Home](#) [Logout](#)

Government eProcurement System

DASHBOARD

User Management

- My Accounts

Bid Submission


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


Auction Management


- My Auctions
- Live Auction List
- Auction History List

Welcome Seeni corp Ltd,
Roles : Tenderer

Dashboard

 Activity Of the Day

 Alerts

 Announcements

Version:1.09.03 05-02-15 (c) 2008 Tenders NIC, All rights reserved.

- Click My Documents icon to upload important documents in advance

Government eProcurement System

Welcome : seenivasanb@nic.in
Last login : 12-May-2015 10:54 AM

Server Time
12-May-2015 10:57:08

Home Logout

Government eProcurement System

MY ACCOUNTS

User Management

- My Accounts

Bid Submission

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

Auction Management

- My Auctions
- Live Auction List
- Auction History List

Welcome Seenivasan,
Roles : Tenderer

My Accounts

View Profile Edit Profile Change Password Digital Signature Certificate Mail SMS Selection **My Documents** Alert On Product Category

Click here to upload and store the important documents in advance

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- My documents list get displayed
- Click on the upload icon of the required category to upload document in it

System

User Management

My Accounts

Bid Submission

Search Active Tenders

My Tenders

Clarification

My Bids

Tender Status

Archived Clarification

Bid Opening(Live)

Auction Management

My Auctions

Live Auction List

Auction History List

TENDERER MY DOCUMENTS

View My Documents

Used Space

You have used 1 % of 10 MB.

My Documents List

SNo	Category Name	Sub Category Name	Document Name	Document View	Document Size (in KB)	Download Format	Edit	Delete
A	Financial Detail	Access of			Nil			
		Banker			Nil			
		Undertaking affidavit bidder to invest minimum cash			Nil			
B	Litigation Details	Litigation Details			Nil			
C	Machinery Details	Machinery Details			Nil			
		Machinery Lease/Hire agreement copy			Nil			
D	Man Power Details	Details of Technical Manpower			Nil			
		Details of Technical Manpower-Other Schemes			Nil			

<< < 1 2 3 > >>



Delete

Click here to upload the document

Government eProcurement System

NIC NATIONAL INFORMATICS CENTRE

- Click on the upload icon to upload document in the specified category

**Government eProcurement System**

Welcome : seenivasanb@nic.in
Last login : 12-May-2015 10:54 AM

Server Time
12-May-2015 10:58:57| [Home](#) [Logout](#)

Government eProcurement System

UPLOAD MY DOCUMENTS

User Management
→ My Accounts

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



Auction Management
→ My Auctions
→ Live Auction List
→ Auction History List

Category Name Litigation Details

Sub Category Name Litigation Details

Only pdf,rar,xls files are permitted to upload.

Please Upload Document *



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

Click here to upload the document

Version:1.09.03 05-02-15 (c) 2008 Tenders NIC, All rights reserved.

- Select the document and Click Open

Government eProcurement System

Welcome : seenivasanb@nic.in
Last login : 12-May-2015 10:54 AM

Server Time : 12-May-2015 10:59:46 | [Home](#) | [Logout](#)

Government eProcurement System

UPLOAD MY DOCUMENTS

User Management

- My Accounts

Bid Submission

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

Auction Management

- My Auctions
- Live Auction List
- Auction History List

Category Name: Litigation Details

Browse...

Look In: pdf files for tender

1. Select the document

2. Click Open

File Name:



Files of Type: pdf,rar,xls

Open Cancel

Files in the directory:

- eAuctionDocument.pdf
- EMDEXemption.pdf
- FinancialBidOp.pdf
- FinancialEvalu.pdf
- LitigationDetails.pdf
- Mandateform.pdf
- NoticeInvitingAuction.pdf
- NoticeInvitingTender.pdf
- TechnicalBidOpening Sumr.pdf
- TechnicalDocuments.pdf

- Digitally sign the document using DSC

**Government eProcurement System**

Welcome : seenivasanb@nic.in
Last login : 12-May-2015 10:54 AM

Server Time
12-May-2015 11:00:30| [Home](#) [Logout](#)

Government eProcurement System

UPLOAD MY DOCUMENTS

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- Auction History List



Category Name Litigation Details

Sub Category Name Litigation Details

Only pdf,rar,xls files are permitted to upload.

Please Upload Document *



p\pdf files for tender\LitigationDetails.pdf



Cancel Save

Click here to sign the document

- File Signing is in progress

**Government eProcurement System**

Welcome : seenivasanb@nic.in
Last login : 12-May-2015 10:54 AM

Server Time
12-May-2015 11:01:08

[Home](#) [Logout](#)

Government eProcurement System

UPLOAD MY DOCUMENTS

User Management
+ My Accounts

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


Auction Management
+ My Auctions
+ Live Auction List
+ Auction History List

Category Name : Litigation Details

Sub Category Name : Litigation Details

Only pdf,rar,xls file

Please

File Signing
 Digital signing in progress... Please wait

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- Enter DSC Password and Click Ok when prompted

Government eProcurement System

Welcome : seenivasanb@nic.in
Last login : 12-May-2015 10:54 AM

Server Time
12-May-2015 11:01:41

Home Logout

Government eProcurement System

UPLOAD MY DOCUMENTS

Category Name: Litigation Details

Windows Security
Microsoft Smart Card Provider
Please enter your PIN.

PIN
.....

[Click here for more information](#)

OK Cancel

User Management

- My Accounts

Bid Submission

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

Auction Management

- My Auctions
- Live Auction List
- Auction History List

- Click Ok once the file is signed successfully

The screenshot displays the Government eProcurement System interface. The header includes the Government of India logo, the system name, a map of India, and user login details (Welcome: seenivasanb@nic.in, Last login: 12-May-2015 10:54 AM). The server time is 12-May-2015 11:02:26. The main menu on the left lists categories like User Management, Bid Submission, and Auction Management. The central area is titled 'UPLOAD MY DOCUMENTS' and shows fields for 'Category Name' and 'Sub Category Name', both set to 'Litigation Details'. A message box with the text 'File signed successfully.' and an 'OK' button is overlaid on the page. A blue callout bubble points to the 'OK' button with the text 'Click Ok'. The footer contains version information (Version:1.09.03 05-02-15) and copyright notice ((c) 2008 Tenders NIC, All rights reserved.).

Government eProcurement System

Welcome : seenivasanb@nic.in
Last login : 12-May-2015 10:54 AM

Server Time
12-May-2015 11:02:26

Home Logout

Government eProcurement System

UPLOAD MY DOCUMENTS

Category Name Litigation Details

Sub Category Name Litigation Details

Only pdf,rar,xls

Please wait

Message



File signed successfully.

OK

Click Ok

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- Click Save to upload the document in My Space

**Government eProcurement System**

Welcome : seenivasanb@nic.in
Last login : 12-May-2015 10:54 AM

Server Time
12-May-2015 11:03:00

[Home](#) [Logout](#)

Government eProcurement System

UPLOAD MY DOCUMENTS

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- Auction History List



Category Name Litigation Details

Sub Category Name Litigation Details

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Please Upload Document *

p\pdf files for tenderLitigationDetails.pdf



Cancel Save

Click Save

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- You can view the uploaded document and edit if required.

User Management

- My Accounts

Bid Submission

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

Auction Management











- My Auctions
- Live Auction List
- Auction History List

View My Documents

Used Space

You have used 1 % of 10 MB.

My Documents List


SNo	Category Name	Sub Category Name	Document Name	Document Size	Download	Edit	Delete
A	Financial Facility	Undertaking to invest minimum cash					
B	Litigation Details	Litigation Details	Mandateform.pdf 	47			
C	Machinery Details	Machinery Details		Nil			
		Machinery Lease/Hire agreement copy		Nil			
D	Man Power Details	Details of Technical Manpower		Nil			
		Details of Technical Manpower-Other Schemes		Nil			

<< < 1 2 3 > >>

Document has been uploaded

Click here to View the document and signing property

Delete

 **Note**

The items highlighted in RED, are documents not available for submission of current tenders.

Thank you
End of My Documents

(GePNIC Version 1.09.03)