

## How to apply under SATAT through IOCL e-tendering portal

**Website address: <https://iocletenders.nic.in/nicgep/app>**

For the purpose of guidance to prospective entrepreneurs for submission of EOI application under SATAT through our e-tendering portal website at <https://iocletenders.nic.in/nicgep/app>, steps given below may be followed. Visual steps to upload bid / EOI application are also given at the end of this document.

- **Schedule of EOI for the Month of March 2021:**

S.No.	Tender Reference Number	Tender ID	Bid submission start date	Bid submission end date	Bid opening schedule
1	CBG32(1)	2021_BD_132405_1	01.03.2021 (Mon) at 10:00 am	08.03.2021 (Mon) at 10:00 am	09.03.2021 (Tue) at 10:00 am
2	CBG32(2)	2021_BD_132406_1	08.03.2021 (Mon) at 10:00 am	15.03.2021 (Mon) at 10:00 am	16.03.2021 (Tue) at 10:00 am
3	CBG32(3)	2021_BD_132407_1	15.03.2021 (Mon) at 10:00 am	22.03.2021 (Mon) at 10:00 am	23.03.2021 (Tue) at 10:00 am
4	CBG32(4)	2021_BD_132408_1	22.03.2021 (Mon) at 10:00 am	30.03.2021 (Tue) at 10:00 am	31.03.2021 (Wed) at 10:00 am

- **Brief about our e-tendering portal :**

*e-Tendering System has been successfully rolled out in IOCL through our web site <https://iocletenders.nic.in> . Bids for various tenders published in the website of IOCL can be submitted online by enrolling with the above mentioned web site. The bidders can enroll themselves on the website <https://iocletenders.nic.in> using the option “**Online Bidder Enrollment**”. **There are no bidder enrolment charges applicable for registration.** Possession of a Valid Class II/III Digital Signature Certificate (DSC) in the form of smart card/e-token in the Company's name is a prerequisite for registration and participating in the bid submission activities through this web site. Digital Signature Certificates can be obtained from the authorized certifying agencies, details of which are available in the web site <https://iocletenders.nic.in> under the link “**Information about DSC**”.*

- **Pre-Requisites for System using e-Procurement sites**

1. A computer system with at least 1 GB RAM and Internet Connectivity.
2. Internet Explorer 11.0 or Mozilla Firefox 42 or above.
3. Internet Connectivity with at least 256 Kbps connectivity.
4. Java Run Time Engine (JRE - 8) or higher.

**“Step 1 : Registration at IOCL e-tendering website”**

**a) Enrollment or Registration at IOCL e-tendering portal**

1. Click on Online Bidder Enrollment and a page for enrollment will be displayed.
2. Enter a valid email address for login ID. The login ID cannot be modified once registered.
3. Enter company and contact details and click submit.
4. The fields marked with red asterisk are mandatory
5. Click on send verification code and generate password.
6. Provide a password which must be minimum 8 characters and maximum 32 characters and must be a combination of alphabets and non-alphabetic characters.
7. Confirm the password by clicking submit button.

**“Step 2 : Registration of DSC”**

**a) Pre-Requisites for DSC Registration**

1. Bidders need to possess a valid DSC for participating in eTendering.
2. Bidders need to register DSC 24 hrs prior to Bid submission.
3. It can be procured from any of the Certifying Authority registered under CCAIndia, for e.g. Sify, nCode, MTNL, eMudra etc.
4. Respective DSC Drivers needs to be installed.
5. DSC needs to be physically inserted into the system and appear in the Browser.

**b) First time login in the system using DSC**

1. Enter user credentials under “User Login” at home page of IOCL e-tenderingportal.
2. System will prompt for click on “Signing Certificate” link to register the certificate. (It’s a onetime process)
3. Click Ok and next to successfully enrol DSC.
4. After DSC enrolment, the menu for bid submission gets displayed.
5. Search Active Tenders -Click here to search the tenders.

### **“Step 3 : Application Submission Steps”**

a) **Application / EOI / Bid submission process** (document incorporating visual steps to upload bid / EOI application is also attached for your kind reference)

1. Search Active Tenders using tender ID. Tender IDs for EOIs are tabulated above.
2. Click on the checkbox then “Set Open Tender as Favorite” to set EOI as Favorite.
3. Then click on my tenders and then Click “View” for Tender Details.
4. All the tender documents are available on “Tender Details” screen after opening the tender from “My Tenders” menu.
5. Bidder may download the documents from “Download as zip file” link.
6. Click on “proceed for bid submission” and then accept the agreement terms and click next.
7. Click on “Encrypt & Upload” to upload the application.
8. Upload application, sign and submit bid. (Application along with Annexures to be merged in single pdf file format, preferable less than 20 mb in size and uploaded)

**Step by Step Visual Guide is as Given Below :**

The background is a light gray gradient with several realistic water droplets of various sizes scattered across it. The droplets have highlights and shadows, giving them a three-dimensional appearance. They are located in the top-left, bottom-left, and bottom-right areas of the frame.

# Bidder Enrollment



# Government E-PROCUREMENT System (Demo)



15-Jul-2019

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

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Government eProcurement System

- MIS Reports
- Tenders by Location
- Tenders by Organisation
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- Cancelled/Retendered
- Debarment List
- Downloads
- Announcements
- Recognitions
- Site compatibility

## Welcome to eProcurement System

The eProcurement System enables the Tenderers to download the Tender Schedule free of cost and then submit the bids online through this portal.

### Latest Tenders

Tender Title	Reference No	Closing Date	Bid Opening Date
1. CTO having experience in Port Handling, Customs Clearance, Material Handling and Multimodal Transportation for the following job	HCL/HO/MATLS/LOGISTIC/2019-20	15-Jul-2019 02:00 PM	15-Jul-2019 02:05 PM
2. Container train operators CTO having experience in Port Handling, Customs Clearance,	HCL/HO/MATLS/LOGISTIC/2019-	15-Jul-2019 02:00 PM	15-Jul-2019 02:05 PM

Latest Tenders updates every 15 mins.

[More...](#)

### Latest Corrigendums

Corrigendum Title	Reference No	Closing Date	Bid Opening Date
1. Date Extension	TRANING_10/07/19	10-JUL-2019 00:00 PM	10-JUL-2019 10:00 AM
2. date	123456789	15-Jul-2019 11:00 AM	15-Jul-2019 11:10 AM

Latest Corrigendum updates every 15 mins.

Certifying Agency



### User Login

Login ID \*

**FRESH**

Captcha \*

[Login](#)

[Online Bidder Enrollment](#)

[Generate / Forgot Password?](#)

[Find My Nodal Officer](#)

Search with ID/Title/Reference no

**Tender Search**

 [Go](#)

[Advanced Search](#)

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[Feedback](#)

[Bidders Manual Kit](#)

Click on the link to start the registration process.

# Enrollment

A page for enrollment will be displayed.

- Enter a valid email address for login ID. The login ID cannot be modified once registered.
- Provide a password which must be minimum 8 characters and maximum 32 characters and must be a combination of alphabets and non-alphabetic characters.
- Confirm the password by re-entering and then click Next.

# Personal Details

- Provide the details as per the fields asked.
- The fields marked with red asterisk are mandatory.
- Please enter “Captcha” text as prompted during registration.
- Click submit.





« Troubleshooting procedure for display issues during Live Reverse Auction, or Online Bidder Enrollment or Generate Forgot Password links are not available in home page of IOCL e-Tendering Portal.

« [Special Instructions to the Bidder](#) - Updated

« [Help Document Java Troubleshot](#)

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## Online Enrollment of Corporate/Bidder

Login Id \*

Enter email address for login id. eg: abc@nic.com  
(Care may be taken to enter valid e-mail ID. This information will be kept confidential. The login ID cannot be modified once registered.)

Correspondence Email \*

(Correspondence Email ID can be same as your Login ID.)

Mobile \*

### Email ID and Mobile No Policy

Email and mobile must comply following requisites,

1. As Mobile and Email are the modes of correspondence, ensure that mobile no and email id provided are correct.
2. The verification codes are valid for 900 seconds from the time Send Verification Code is clicked.

### Company Details

Company Name \*

Preferential Bidder:  Yes

Registration Number \*

Registered Address \*

Name of Partners / Directors

BidderType \*  Indian  Foreign

City \*

State \*

Postal Code \*



City \* New Delhi

State \* Delhi

Postal Code \* 110091

PAN/TAN Number \* AESTG2458A

PAN/TAN number must have 10 characters. For eg: AESTG2458A  
For Bidders who do not have PAN/TAN number may enter TEMPZ9999Z as the PAN/TAN number.

Establishment Year 2019

Nature of Business \* Contracts

Legal Status \* Limited Company

Company Category \* SSI

**Contact Details**

Enter Company's Contact Person Details

Title \* Mr

Contact Name \* Test User

Date Of Birth (DD/MM/YYYY) \* 15/07/1987

Designation Manager

Phone Details eg: +91 044 22272449

Phone \* 91 044 22272449

Enter Captcha

D54RAC

D54RAC

Refresh

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Submit

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### Bidder Enrollment Acknowledgement

Print

Login ID :	user150719@gmail.com
User Type :	Corporate Tenderer
Correspondence Email :	testuser150719@gmail.com
Mobile :	8800793727

#### Company Details

Company Name :	Test Company
Preferential Bidder :	No
Preference Category :	Nil
Registration Number :	1234ABCD
Registered Address :	New Delhi
Name of Partners / Directors :	Nil
City :	New Delhi
State :	Delhi
Postal Code :	110091
PAN/TAN Number :	AESTG2458A
Company's Establishment Year :	2019
Company's Nature of Business :	Contracts
Company's Legal Status :	Limited Company
Company Category :	SSI

#### Contact Details

Title :	Mr
Contact Name :	Test User
DOB (Date Of Birth) :	15-Jul-1987
Designation :	Manager
Phone :	91 044 22272449

Note: The verification codes are valid for 900 seconds from the time Send Verification code is clicked

[Send Verification Code](#)

Click to send verification code

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 **Dashboard**

 The national portal of India

 Government of India  
**Central Public Procurement Portal**

### Generate password

**Generate password**

Generate password for the login id **user150719@gmail.com**

Provide the verification code received through Correspondence Email/  
Registered Mobile Number.

Mobile Verification Code \*

Mail Verification Code \*

New Password \*

Confirm Password \*

Enter Captcha  **N H A P B H**

 Refresh

**Email ID and Mobile No Policy**

Verification code must comply following requisites,

1. Provide verification code sent to mobile in Mobile Verification code.
2. Provide verification code sent to email in Mail Verification code.

**Password Policy**

Your password must comply following requisites,

1. Length must be within 8 to 32 characters
2. Any *English lowercase and uppercase (a-z and A-Z)* characters
3. Any numbers between 0-9
4. Any special characters from the bracket [! @ # \$ ^ \* \_ ~]

Good eg: Cric\$2009  
Bad eg: cric2009

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**Your Password has been Generated / changed successfully.  
Please login from Home page with your new password to confirm.**

Contents Owned and Maintained by IndianOil Corporation Limited

The background features a light gray gradient with several realistic water droplets of various sizes scattered in the corners. The droplets have highlights and shadows, giving them a three-dimensional appearance.

# DSC Registration

# Pre-Requisites for DSC Registration

- Bidders need to possess a valid DSC for participating in eTendering.
- Bidders need to register DSC 24 hrs prior to Bid submission.
- It can be procured from any of the Certifying Authority registered under CCA India, for e.g. Sify, nCode, MTNL, eMudra etc.
- Respective DSC Drivers need to be installed.
- DSC needs to be physically inserted into the system.
- DSC should appear in the Browser.



# IndianOil e-Tenders



15-Jul-2019

[Search](#) | [Active Tenders](#) | [Tenders by Closing Date](#) | [Corrigendum](#) | [Results of Tenders](#)

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Issues during enrollment or available in

« Special Instructions to the Bidder - Updated

« Help Document for Java Troubleshooting

« Attention - Users should upgrade their Java to JRE8

« Important Announcement on usage of EMD Exemption Clause

« FAQs - Online EMD Facility in IOCL e-Tendering

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The national portal of India  
**india.gov.in**

## Welcome to eProcurement System

The eProcurement System of IndianOil e-Tendering Portal enables the Tenderers to download the Tender Schedule free of cost and then submit the bids online through this portal.

### Latest Tenders

Tender Title	Reference No	Closing Date	Bid Opening Date
5. Provision of items in suit no 302 and 304	HO/ADMN/EST/LT-07/2019-20	22-Jul-2019 04:00 PM	23-Jul-2019 04:00 PM
6. SUPPLY AND INSTALLATION OF ADDITIONAL CONVEYOR FEEDER LINE FOR EXISTING 48 POINT CAROUSEL AT	KASO/DBP/CONV/LT-06/2019-20	23-Jul-2019 10:00 AM	24-Jul-2019 10:30 AM

Latest Tenders updates every 15 mins.

[More...](#)

### Latest Corrigendums

Corrigendum Title	Reference No	Closing Date	Bid Opening Date
6. Extension of due date	CRYO_LT_IC1920069	22-Jul-2019 03:00 PM	23-Jul-2019 03:00 PM
7. Date extension_1	GC19CLT125	22-Jul-2019 03:00 PM	23-Jul-2019 03:00 PM
8. Extension of due date	CRYO_LT_IC1920070	22-Jul-2019 03:00 PM	23-Jul-2019 03:00 PM
9. Corrigendum-1	BN19VK111	18-Jul-2019 02:00 PM	19-Jul-2019 03:00 PM
10. Extension-4	GC19MLT109	22-Jul-2019 03:00 PM	23-Jul-2019 03:00 PM

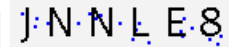
Latest Corrigendum updates every 15 mins.

[More...](#)

Certifying Agency

User Login

Login ID \*



Captcha \*

[Online Bidder Enrollment](#)

[Generate / Forgot Password?](#)

[Find My Nodal Officer](#)

Search with ID/Title/Reference no

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Enter your credentials





# IndianOil e-Tenders



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« Troubleshooting procedure for display issues during Live Reverse Auction, or Online Bidder Enrollment or Generate Forgot Password links are not available in home page of IOCL e-Tendering Portal.

« Special Instructions to the Bidder - Updated

« Help Document for Java Troubleshooting

« Attention - should upgr: their Java to

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The national portal of India  
**india.gov.in**

## User Login

Welcome Test Company,

Login ID

Password\*

Captcha

Captcha Text\*

[Generate / Forgot Password?](#)




USER MANAGEMENT

User DSC Enrollment

Login Id : user150719@gmail.com  
Roles : Tenderer

You have not registered with Digital Signature Certificate yet. Please click on Signing Certificate link below.

 [Signing Certificate](#)

 [View Existing Certificates](#)

Active Certificates Information

S.No	Certificate	Certificate Type	Type	Validity	Enroll Date	View
No certificates have been enrolled.						

Click on "Signing Certificate" link to register the certificate.

## USER MANAGEMENT

### DSC Enrollment

Login Id : user150719@gmail.com

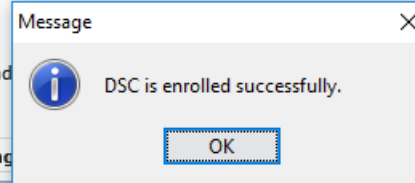
Roles : Tenderer

Please go through the below points before registering the DSC card / e-Token:



1. User needs to properly install drivers for the DSC smart card or USB Token in the system before clicking the DSC enrollment menu (Signing Certificate).
2. DSC once registered to the login cannot be removed or reassigned.
3. User can access the 'Information about DSC' tab on the Homepage of the application to view the DSC certificate issuing authorities.
4. This screen lists the signing certificate available in the inserted DSC card / e-token, user needs to select the relevant DSC to register.
5. DSC registered user only can perform any action in the application.

Please insert your e-Token to read



Refresh

Digital Certificate : Signing

#### DSC Enrollment

Certificate	Issued By	Type	Expiry Date
MANISH SHARMA	(n)Code Solutions CA ...	Signing	20-Jul-2020 02:55 PM
HIMANSHU PANDEY	(n)Code Solutions CA ...	Signing	20-Jul-2020 02:55 PM

Ok

Back

Select your certificate.

Click "Ok"



USER MANAGEMENT

User DSC Enrollment

Login Id : user150719@gmail.com

Roles : Tenderer

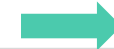
✓ DSC is enrolled successfully.

[View Existing Certificates](#)


Active Certificates Information

S.No	Certificate	Certificate Type	Type	Validity	Enroll Date	View
1.	MANISH SHARMA	Signing	Class 2	20-Jul-2020 02:55 PM	15-Jul-2019 11:48 AM	


Next >



# Enter your GSTN Details.



**IOCL Tenders**



Welcome : user150719@gmail.com  
Last login : 15-Jul-2019 11:49 AM

Server Time : 15-Jul-2019 11:50:24

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

**Indian Oil Corporation eProcurement portal**

### DASHBOARD

**Goods and Service Tax Network (GSTN) Registration Information**

Welcome Test Company,  
Roles : Tenderer

**Goods and Service Tax Network (GSTN) Registration Information**

Do You have a GSTN Registration Number \*  Yes  No


GSTN Number eg: 99 AAAAA9999A 9 Z Z

Please enter the 15 digit GSTN Number \* 37


Name as Registered in GSTN Portal \*

Version:1.09.07 12-Sep-2018 (c) 2008 Tenders NIC, All rights reserved.

# Bidder's Profile



**IOCL Tenders**



Welcome : user150719@gmail.com  
Last login : 15-Jul-2019 11:50 AM

Server Time  
15-Jul-2019 11:50:48

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**Indian Oil Corporation eProcurement portal**

**DASHBOARD**

Welcome Test Company,  
Roles : Tenderer

**Announcements**

- FAQs - Online EMD Facility in IOCL e-Tendering

**User Management**


- My Accounts
- My Documents

**Auction Management**

- My Auctions
- Live Auctions
- View Auction History

**Bid Management**

- Search Active Tenders
- My Tenders
- Clarification
- My Active Bids
- Techno Commercial Query
- Techno Commercial Query History
- Short fall Documents
- Online Payment Status
- My Bids History
- NDA Documents History
- Short Fall Documents History
- Archived Clarification
- Tender Status
- My Withdrawn Bids

The background of the slide is a light gray gradient with several realistic water droplets of various sizes scattered across it. The droplets have highlights and shadows, giving them a three-dimensional appearance.

# Government eProcurement System of National Informatics Centre **GePNIC**

[How to Complete Bid Submission](#)



# BIDDER'S DASHBOARD AFTER LOGIN

**DASHBOARD**

Welcome CBTC3,

Roles : Tenderer

**User Management**


- My Accounts
- My Documents

**Auction Management**

- My Auctions
- Live Auctions
- View Auction History

**Bid Management**

- Search Active Tenders
- My Tenders
- Clarification
- My Active Bids
- Bid Opening (Live)
- Techno Commercial Query

 **Announcements**

# SEARCH TENDER FOR BID SUBMISSION

The screenshot displays the Government eProcurement System interface. The top navigation bar includes the system logo, user information (Welcome: cbtc3@cbtc.com, Last login: 17-Jun-2019 12:50 PM), server time (20-Jun-2019 11:15:40), and links for Home and Logout. The main content area is titled "BID MANAGEMENT" and features a "Search Active Tenders" section. This section contains a form with various search criteria: Tender ID (text input), Organisation (dropdown), Department (dropdown), Division (dropdown), Sub Division (dropdown), Product Category (dropdown), Form of Contract (dropdown), Pincode (text input), Payment Mode (dropdown), Value Criteria (dropdown), and Date Criteria (dropdown). There are also checkboxes for Selection Criteria: Two Stage Bidding, NDA Tenders, Preferential Bidding, GTE, ITE / TPS, Tender Fee Exemption, and EMD Exemption. A "Search" button is located at the bottom right of the form. A green box highlights the "Search Active Tenders" menu item in the left sidebar. Another green box highlights the "Search" button. A third green box highlights the "Selection Criteria" section. A fourth green box highlights the "Enter Tender ID or Organization Name." text, which is positioned over the Tender ID and Organisation fields. A fifth green box highlights the "Click 'Search'" text, which is positioned over the Search button. The bottom left corner of the page shows the text "tiveTenders&service=page 1".

Government eProcurement System

Welcome : cbtc3@cbtc.com  
Last login : 17-Jun-2019 12:50 PM

Server Time : 20-Jun-2019 11:15:40  
Home Logout

Government eProcurement System

**BID MANAGEMENT**

**Search Active Tenders**

Tender ID:

Organisation:

Department:

Division:

Sub Division:

Product Category:

Form of Contract:

Pincode:

Payment Mode:

Value Criteria:

Date Criteria:

From:  To:

Two Stage Bidding  
 NDA Tenders  
 Preferential Bidding

GTE  
 ITE / TPS

Tender Fee Exemption  
 EMD Exemption

Clear Search

Enter Tender ID or Organization Name.

Click "Search"

Use Selection Criteria to Search


tiveTenders&service=page 1

# ADD TENDER TO YOUR "MY TENDERS" LIST

**BID MANAGEMENT**

Active Tenders

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Open Tenders						
S.No	Tender ID	Tender Title	Tender Reference Number	Product Category	Value in ₹	Favorite
1.	2018_COIS_58873_1	Demo_Tender	Demo_Tender	Abrasives	0	<input checked="" type="checkbox"/> 


Set Open Tender as Favorite

Click on the checkbox then "Set Open Tender as Favorite" to set tender as Favorite.

**BID MANAGEMENT**

Active Tenders

Back

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

Open Tenders						
S.No	Tender ID	Tender Title	Tender Reference Number	Product Category	Value in ₹	Favorite
No Open Tenders Found.						

Confirmation Message.

# VIEW "MY TENDERS" LIST

**BID MANAGEMENT**

**My Tenders**

**Search**

Tender ID  Tender Title

[Clear](#) [Search](#)

**My Tenders**

S.No	Tender ID	Tender Reference Number	Tender Title	View
1	2018_COIS_58873_1	Demo_Tender	Demo_Tender	<a href="#">View</a>

**Stage 2 Tenders**

S.No	Tender ID	Tender Reference Number	Tender Title	View
Two Stage Favorite Tenders not Found.				

Click on "My Tenders" to view favorite marked tenders.

Click "View" for Tender Details.

# START BID SUBMISSION

Address		Offices			
Should Allow NDA Tender	No	Prequalification Approval Date	NA	Allow Preferential Bidder	No

<b>Critical Dates</b>	
Publish Date	21-Aug-20
Document Download / Sale Start Date	21-Aug-20
Clarification Start Date	NA
Bid Submission Start Date	21-Aug-20

<b>Tender Documents</b>	
<b>NIT Document</b>	
S.No	Document Name
1	Tendernotice_1.pdf

<b>Work Item Documents</b>				
S.No	Document Type	Document Name	Description	Document Size (in KB)
1	BOQ	BOQ_55431.xls	Price Bid	290.50
2	Tender Documents	TenderDoc.pdf	Tender Documents	83.08

<b>Tender Inviting Authority</b>	
Name	GM
Address	IOCL Offices

[Back](#)   [Proceed For Bid Submission](#)

Opening work\_55431.zip

You have chosen to open:  
 **work\_55431.zip**  
which is: WinRAR ZIP archive  
from: https://demoeproc.nic.in

What should Firefox do with this file?

Open with WinRAR archiver (default)

Save File

Do this automatically for files like this from now on.

OK   Cancel

Download as zip file

- All the tender documents are available on "Tender Details" screen after opening the tender from "My Tenders" menu
- Bidder have to download the documents from "Tender Documents" section
- Only the BOQ available on this page for any tender can be used to submit bid for that tender.

Click the link to download Work Item Documents.

\*\* NIT and other documents to be downloaded by individually clicking on the file name.

Click to start the Bid Submission process.



# TERMS AND CONDITIONS

## BID MANAGEMENT

- User Management
  - My Accounts
  - My Documents
- Auction Management
  - My Auctions
  - Live Auctions
  - View Auction History
- Bid Management
  - Search Active Tenders
  - My Tenders
  - Clarification
  - My Active Bids
  - Bid Opening (Live)
  - Techno Commercial Query
  - Techno Commercial Query History
  - Confirmatory Documents
  - Short fall Documents
  - My Bids History

Terms & Condition 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.**

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# CONFIRM PROFILE DETAILS

<b>Auction Management</b>
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→ Tender Status
→ My Withdrawn Bids
<b>Post Award Management</b>
→ Award Declaration

<b>Company Details</b>			
Login ID	cbtc3@cbtc.com		
Company Name	CBTC3	Registration Number	123456
Preferential Bidder	Yes	Preference Category	MSME
Establishment Year	2016	Nature of Business	SERVICES
Legal Status	Others	Company Category	Others
City	GURGAON	State	Haryana
Postal Code	1100092	PAN Number	AESTG2458A

## Bidder Pre Registration Details

Bidder Pre Registered With : Not Applicable

<b>Contact Details</b>	
Title *	Mr
Contact Name*	Himanshu Pandey
Correspondence Email*	etenderinghelpdesk@indianoil.in
Designation	ISO
Phone*	91 0124 2861318
Mobile*	8527112221
Registered Address*	CBTC3
Name of Partners / Directors	

- Bidder should check the communication details included in his profile.
- If required, he should update them before proceeding for bid submission.
- These details only would be used for any e-Mail/SMS notifications for this tender.

View Profile Details and click Next.

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# ENCRYPT PROFILE DETAILS

**BID MANAGEMENT**

▶ **My Tenders** → 2018\_COIS\_58873\_1 → Transaction Message

Organisation Chain : COIS Gurgaon||Materials  
Tender Reference Number : Demo\_Tender  
Tender ID : 2018\_COIS\_58873\_1  
Tender Title : Demo\_Tender

**Bid Process List**

S.No	Bid Process	Action
1	Profile	

[Encrypt&Upload](#)

Click on "Encrypt & Upload".

# SUBMIT PACKET DOCUMENTS

**User Management**

- My Accounts
- My Documents

**Auction Management**

- My Auctions
- Live Auctions
- View Auction History

**Bid Management**



- Search Active Tenders
- My Tenders
- Clarification
- My Active Bids
- Bid Opening (Live)
- Techno Commercial Query
- Techno Commercial Query History
- Confirmatory Documents
- Short fall Documents

## BID SUBMISSION

**Bid Submission** → Packet Details

Organisation Chain : COIS Gurgaon||Materials  
Tender Reference Number : Demo\_Tender  
Tender ID : 2018\_COIS\_58873\_1  
Tender Title : Demo\_Tender

**Tender Covers** [View Uploaded File Details](#)

Fee/PreQual/Technical	Finance
 <b>Click here to Upload</b>	 <b>Click here to Upload</b>

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Click on each folder to upload Tender Documents.

# UPLOAD BID DOCUMENTS

**BID SUBMISSION**

Tender Title : **Demo\_Tender**  
Tender ID : **2018\_COIS\_58873\_1**

[Back](#)

[Clear All Selection](#) [Clear Selected](#)

File Type	Descri...	Upload...	File Name	File Size (In KB)	File Directory	File Last Modifi...	Browse
.pdf	Techni...	✓	TenderDoc.pdf	83	C:\Users\letende...	12-Sep-2017 12:...	

**Total File Size: 83 KB**

0%  
0%

[Sign & Upload](#)

Browse the documents to be uploaded.

After browsing all the documents click on "Sign & Upload".

# ENCRYPTION OF BID DOCUMENTS

**BID SUBMISSION**

Tender Title : **Demo\_Tender**  
Tender ID : **2018\_COIS\_58873\_1**

[Back](#)

**Message** ✕

**i** Packet bid documents submitted successfully.

[OK](#)

File Type	Description	Directory	File Last Modified	Browse
.pdf	Techno	rs\etende...	12-Sep-2017 12:...	<a href="#">Browse</a>

[Clear Selected](#)

**Total File Size: 83 KB**

File Signing Completed. (100%)

File(s) Uploaded successfully. (100%)

[Sign & Upload](#)

# PACKET DOCUMENTS UPLOADED

- User Management**
- My Accounts
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- Techno Commercial Query History
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- Confirmatory Documents History
- NDA Documents History
- Short Fall Documents History

**Bid Submission** → Packet Details

Organisation Chain : COIS Gurgaon||Materials

Tender Reference Number : Demo\_Tender

Tender ID : 2018\_COIS\_58873\_1

Tender Title : Demo\_Tender

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

**Tender Covers**

[View Uploaded File Details](#)

**Fee/PreQual/Technical**



**Finance**



Click this icon to Re-Upload the documents

Ensure documents are uploaded in all the Tender Covers then click on Next.

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# FREEZE BID TO COMPLETE SUBMISSION

**BID MANAGEMENT**

**Bid Preparation Confirmation** Back

**Bid Information**

Organisation Chain : COIS Gurgaon  
Tender Reference Number : Demo\_Tender  
Tender ID : 2019\_COIS\_63526\_1  
Tender Title : Demo Tender  
Bid Submission Closing Date : 20-Jun-2019 01:00 PM

**Uploaded Documents**

S.No	Packet Type	File Name	Description	File Size (KB)	File Hash
1	Fee/PreQual /Technical	Tender_Document.pdf	Technical Document	113.00	QLc1NroirOe6BOEXsTGcHwornXw=
2	Finance	BOQ_60589.xls	BoQ	260.00	uKJ9w4lgCgB7CXGRS921OIGNw6s=

**Stagewise Bid Status**

Tender Stages	Result
ItemWise Technical Evaluation	
ItemWise Technical Evaluation	✓

**Submit / Freeze Bid**

Click on "Submit / Freeze Bid" to submit your bid.

# BID ACKNOWLEDGEMENT

## BID MANAGEMENT

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  - Techno Commercial Query History
  - Confirmatory Documents
  - Short fall Documents
  - My Bids History

**Bid Acknowledgement**

[Print Bid Details](#) [Print Acknowledgement](#)

Organisation Chain : COIS Gurgaon||Materials  
Tender Ref No. : Demo\_Tender  
Tender ID : 2018\_COIS\_58873\_1  
Tender Title : Demo\_Tender  
Bid Start Date & Time : 21-Aug-2018 12:30 PM  
Bid End Date & Time : 21-Aug-2018 03:00 PM  
Bid ID : 48191  
Bidder Name : CBTC3  
Bid Submitted Date & Time : 21-Aug-2018 12:37 PM  
Bidder IP Address: 103.210.104.4



**THANK YOU!**