

E-PROCUREMENT SYSTEM “E-WIZARD”

Buyer Manual

ITI Limited
Govt. of India Undertaking



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(1). HOME PAGE

Visit website <https://nib.euniwizarde.com>. E-Procurement portal's home page will be opened. Users can view Live Tenders, Closing Today, Opened and Awarded Tenders. In addition to this users may contact helpdesk for any clarifications. Users can login to their profile by entering their user id and password in the Login section.

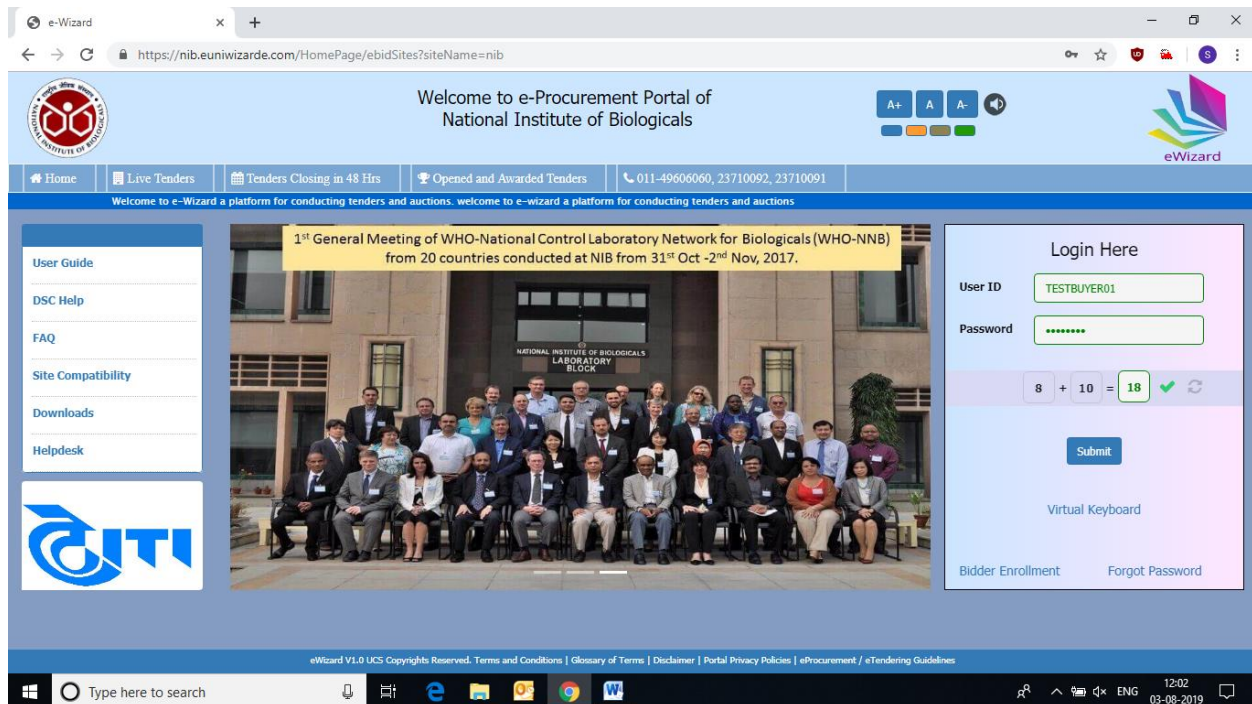


Fig 1

2). Different Tabs of HOME PAGE

(a) **Home:** Provide interface to the users for login to e-Wizard System and perform the various e-tendering related activities.



Fig 2

(b) **Live tenders:** Click “Live Tenders” to view the list of tender which are live.

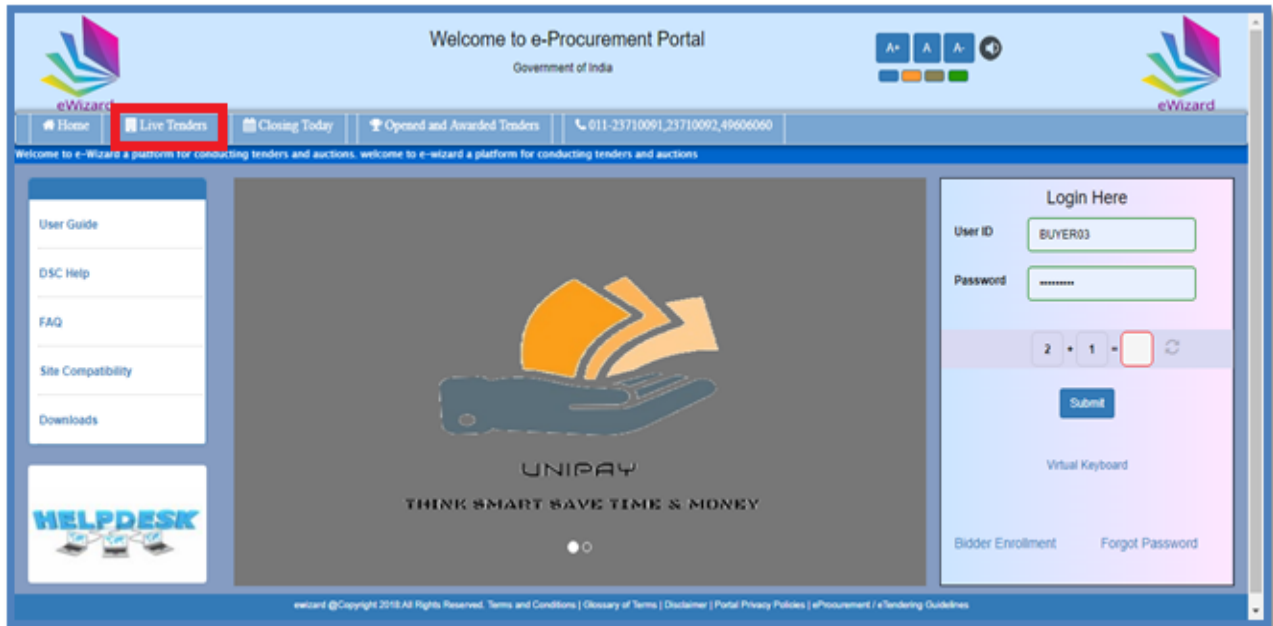


Fig 3

(c) **Closing Today:** Click “Closing Today” to view the list of tender which closing within 24 hours.

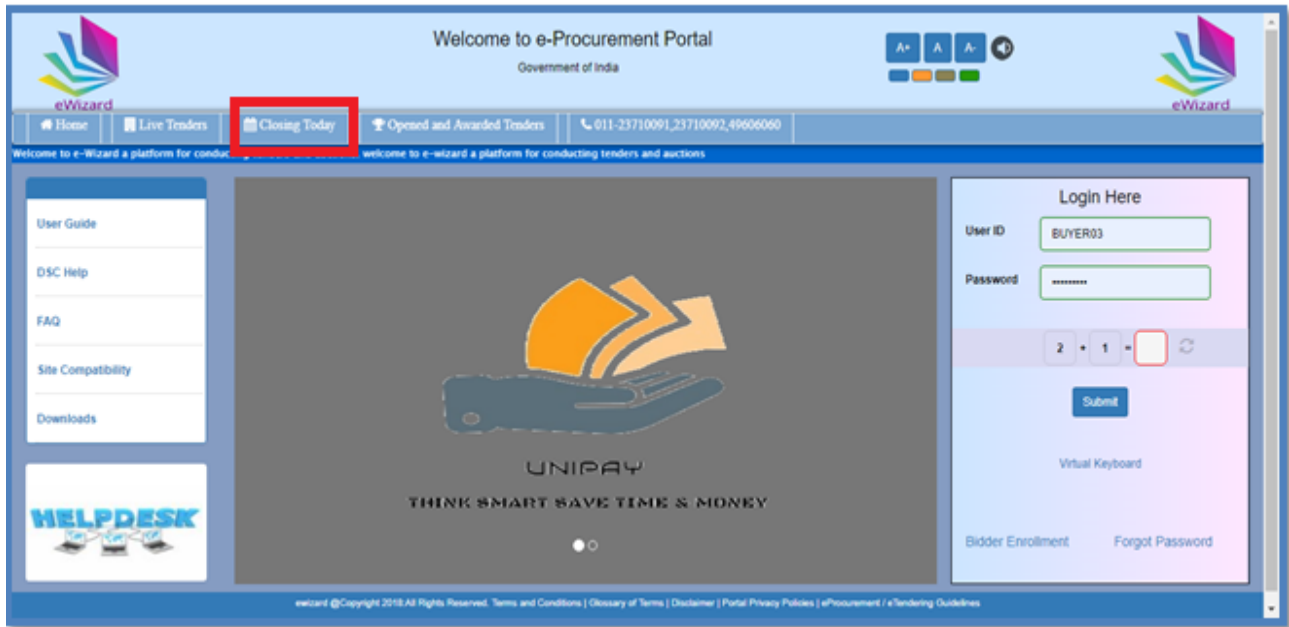


Fig 4

(d) **Opened and Awarded Tenders:** Click “Opened and Awarded Tenders” to view the list of opened and Awarded tenders.

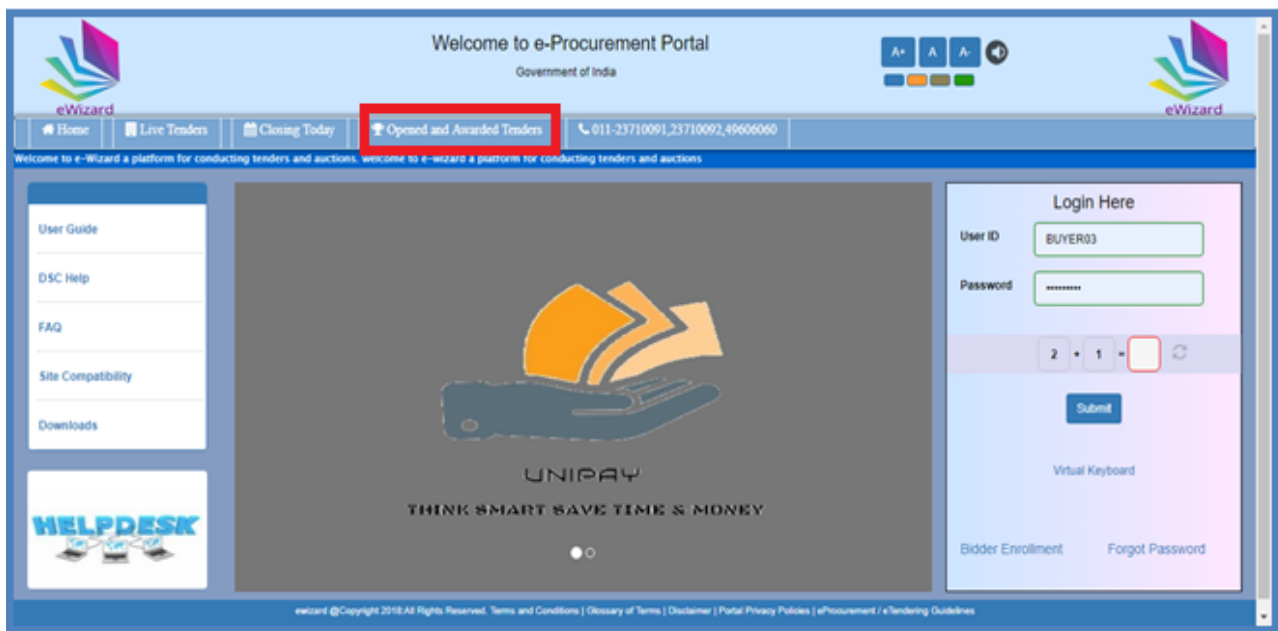


Fig 5

(e) **User Guide:** User can click “User Guide” to view the instruction for bidders for using e-Wizard System.

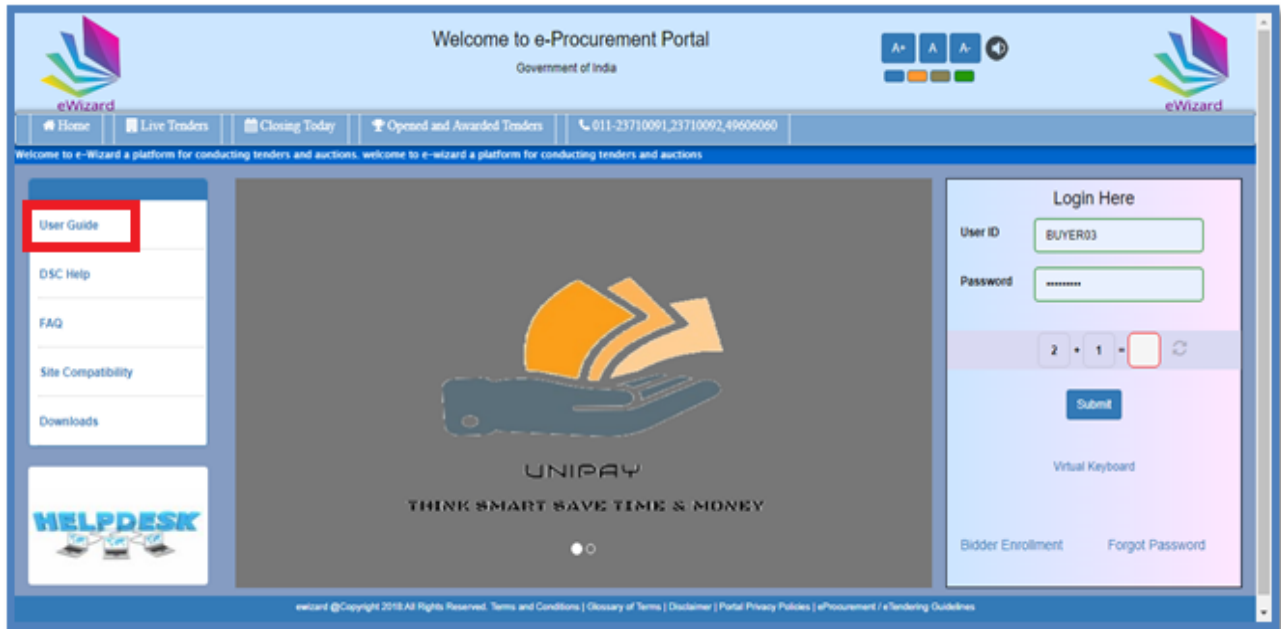


Fig 6

(f) **DSC Help:** Click “DSC Help” to get digital signature related assistance.

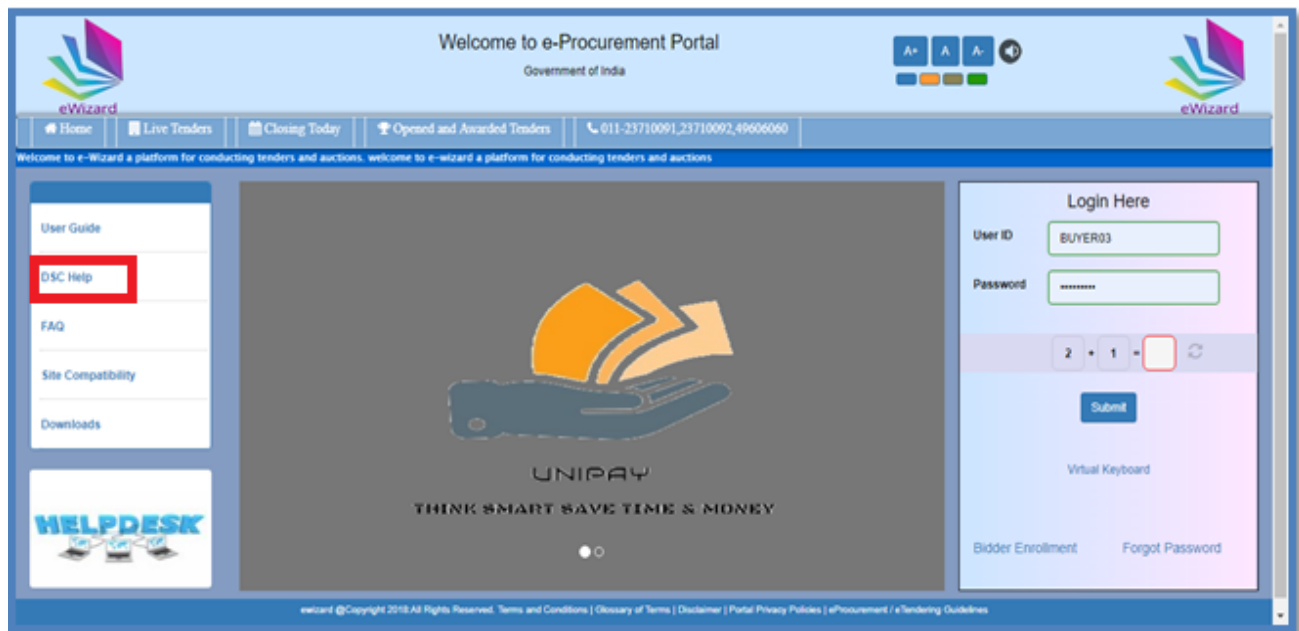


Fig 7

(g) **FAQ:** Click “FAQ” to know answers of the most common queries. This will save your time and effort.

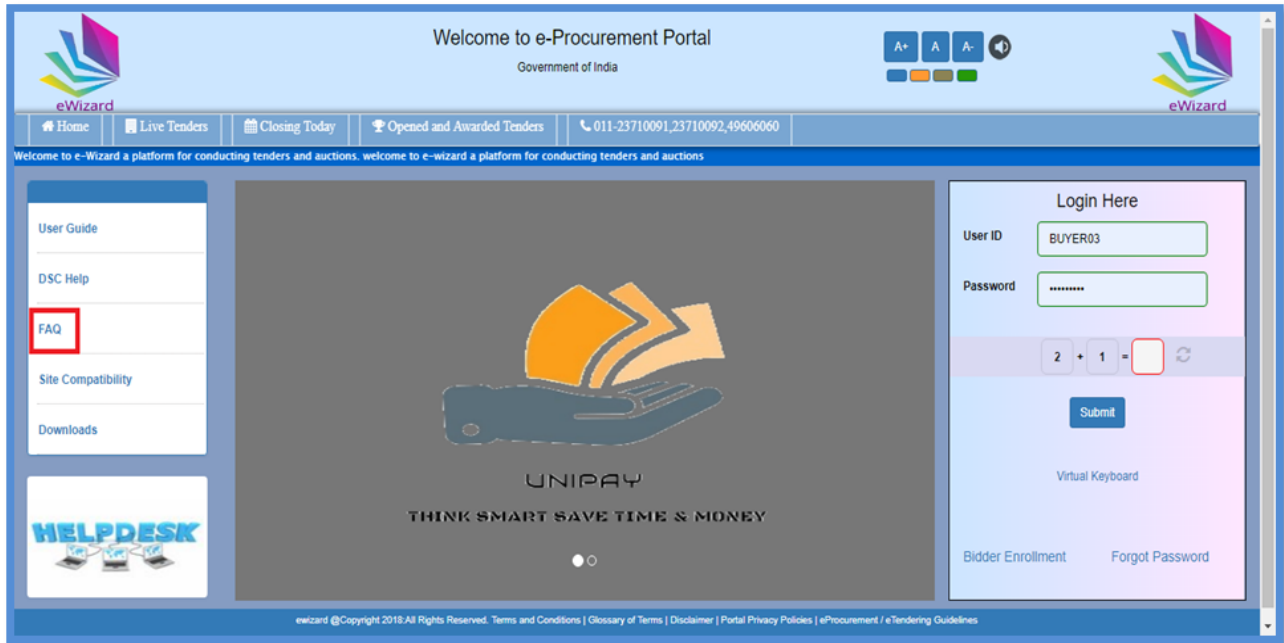


Fig 8

(i) **Site Compatibility:** To know the minimum system requirements to run e-Wizard System click on “Site Compatibility”.

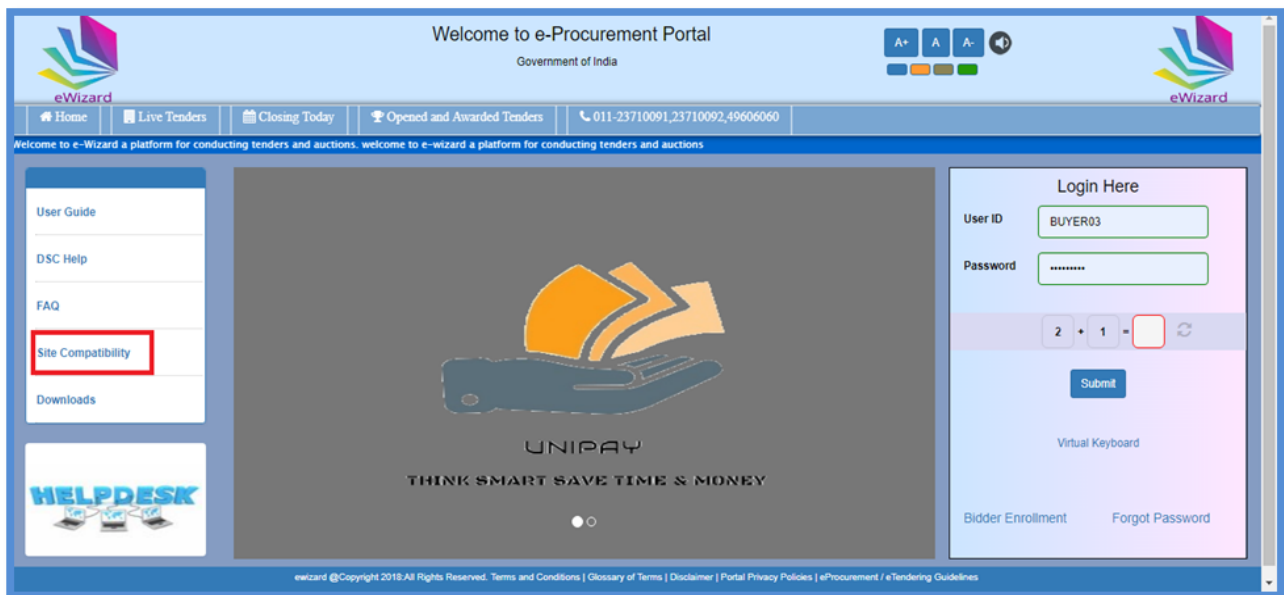


Fig 9

(i) **Downloads:** Click “Downloads” to download and install useful application. Users must install these applications before using e-Wizard system.

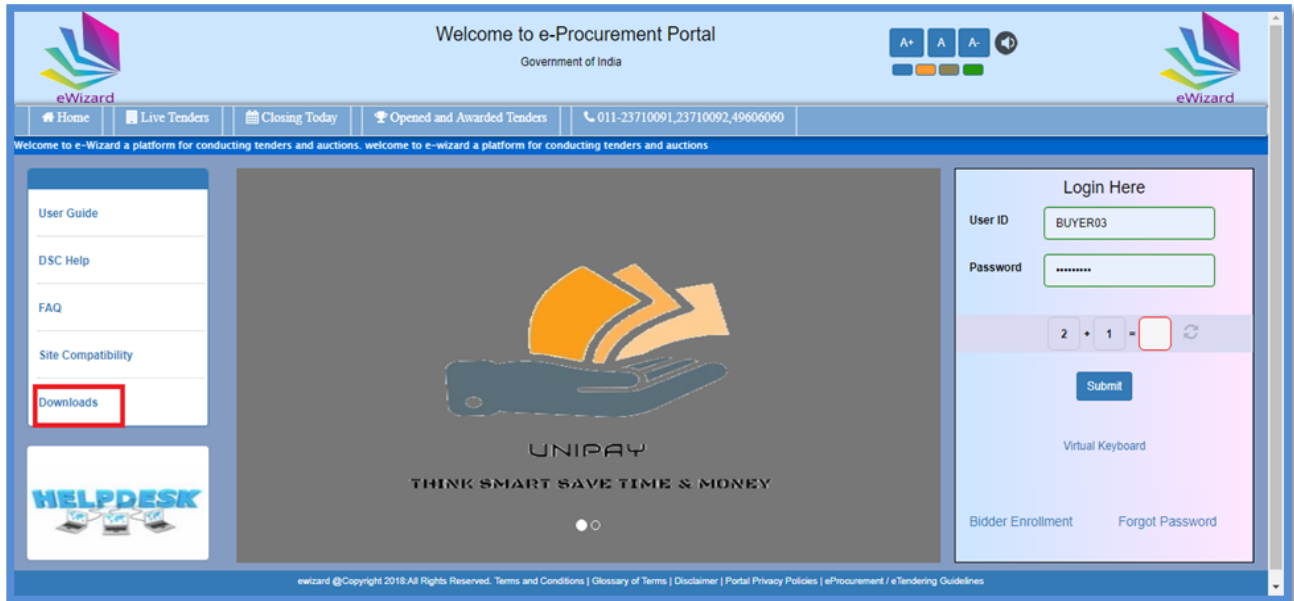


Fig 10

(j) **HELPDESK:** Click “HELPDESK” to view helpdesk contact details. Department users /bidders /vendor can get support from e-Wizard helpdesk team for any queries.

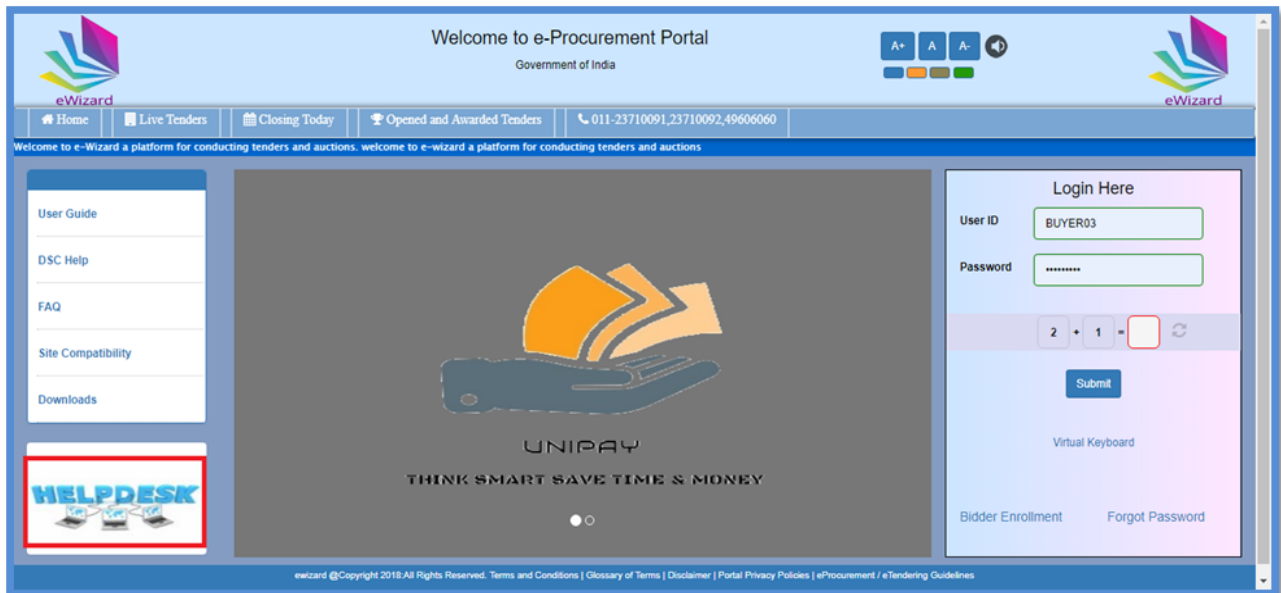


Fig 11

(3).Different Tab after User Login

(a) To login to the website, enter your user id and password in the login section. For secure login users must enter correct answer in the captcha field. Captcha is in the form of a Mathematics equation.

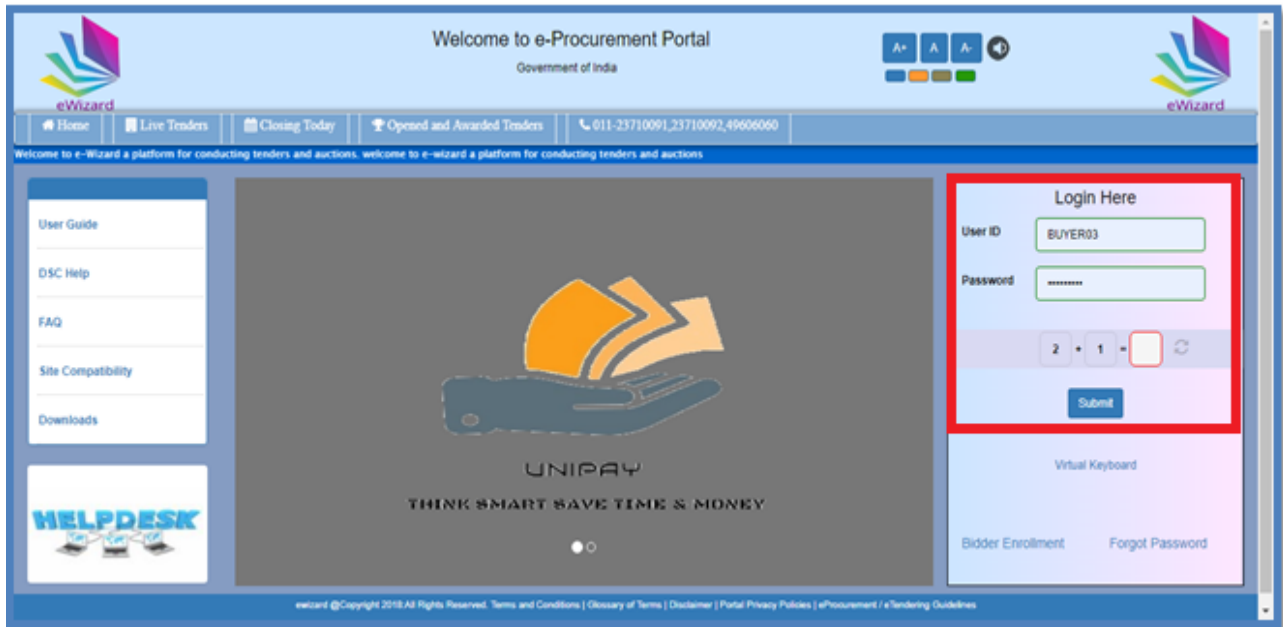


Fig 12

(b) For tender creation “Create Tender” tab is used. The steps for the tender creation are described in the section no. 4 of the document.

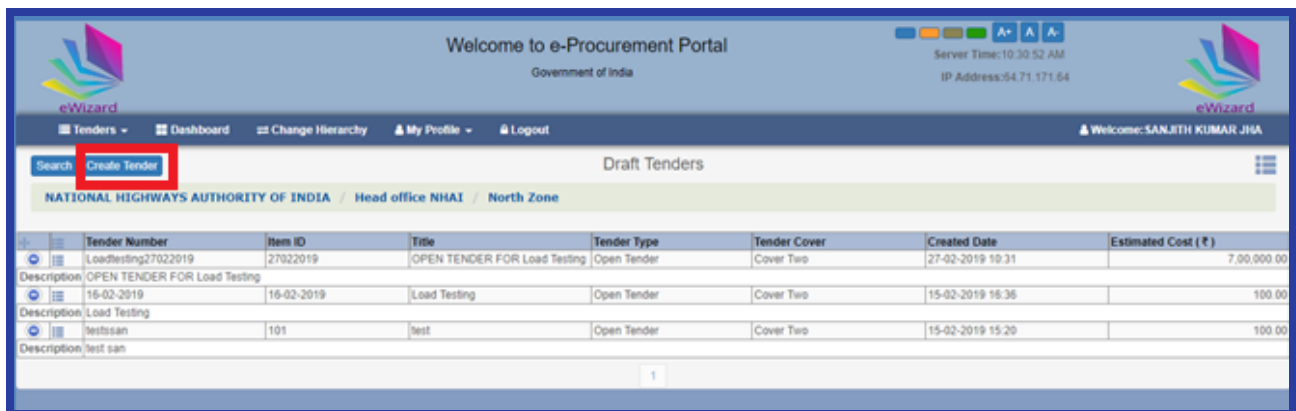


Fig 13

(c) To view different stages user may click on “Tenders” tab. Different stages of Tender are “Draft Tender Header”, “Draft Tenders”, “Published Tenders”, “Opened Tenders”, “Awarded Tenders”, and “Cancelled Tenders”.

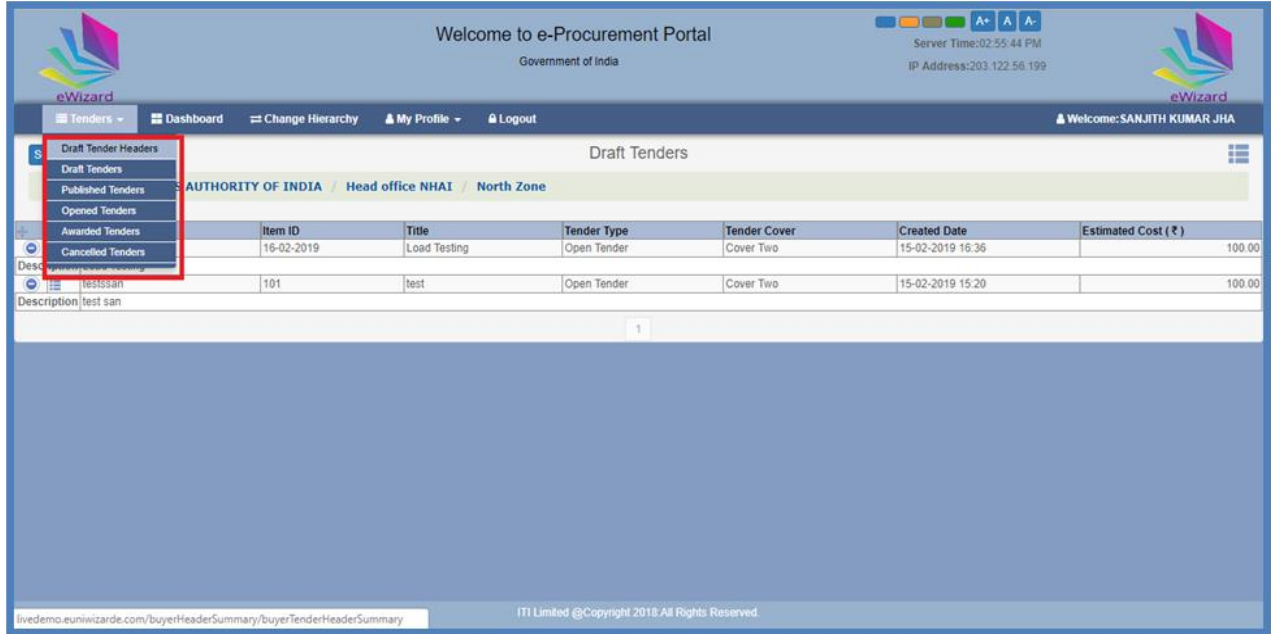


Fig 14

(d) “Draft Tender Header” tab show the list of tender which are created by the user but are yet not published.

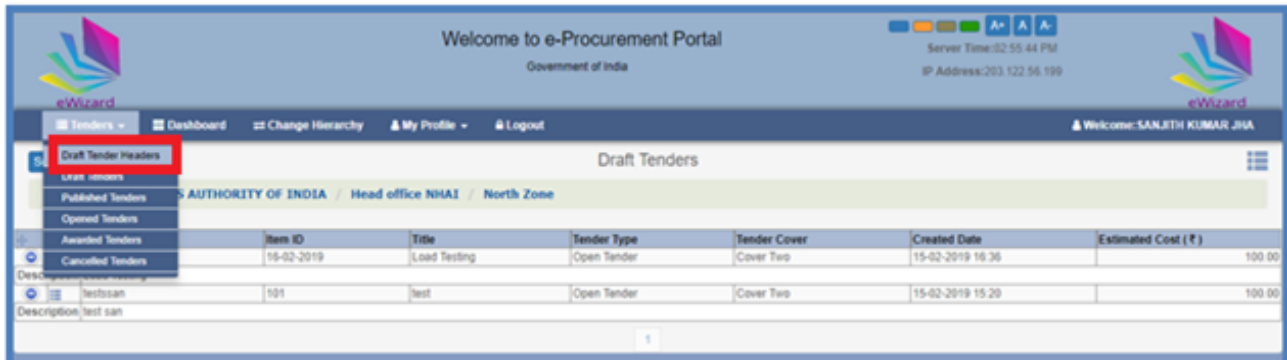


Fig 15

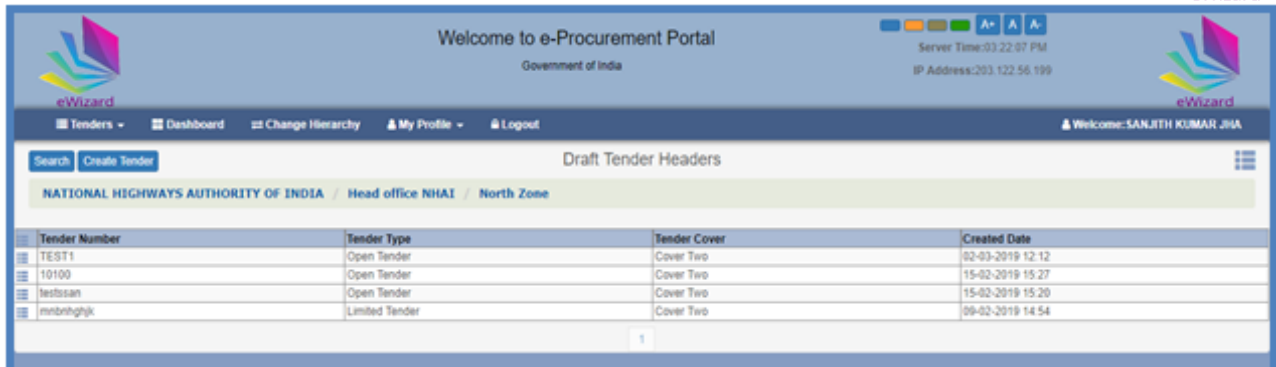


Fig 16

(e) Click “Edit Tender “tab for modifying any data in drafted tenders as per requirement.

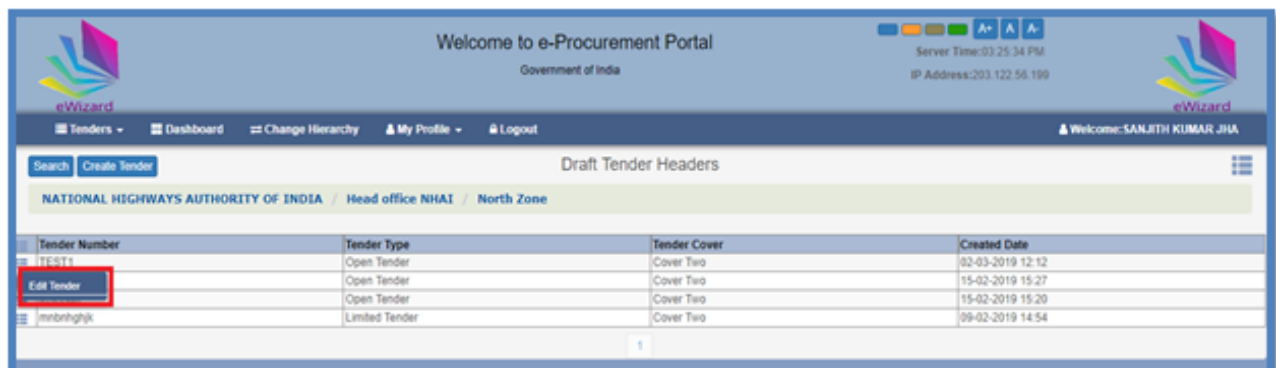


Fig 17

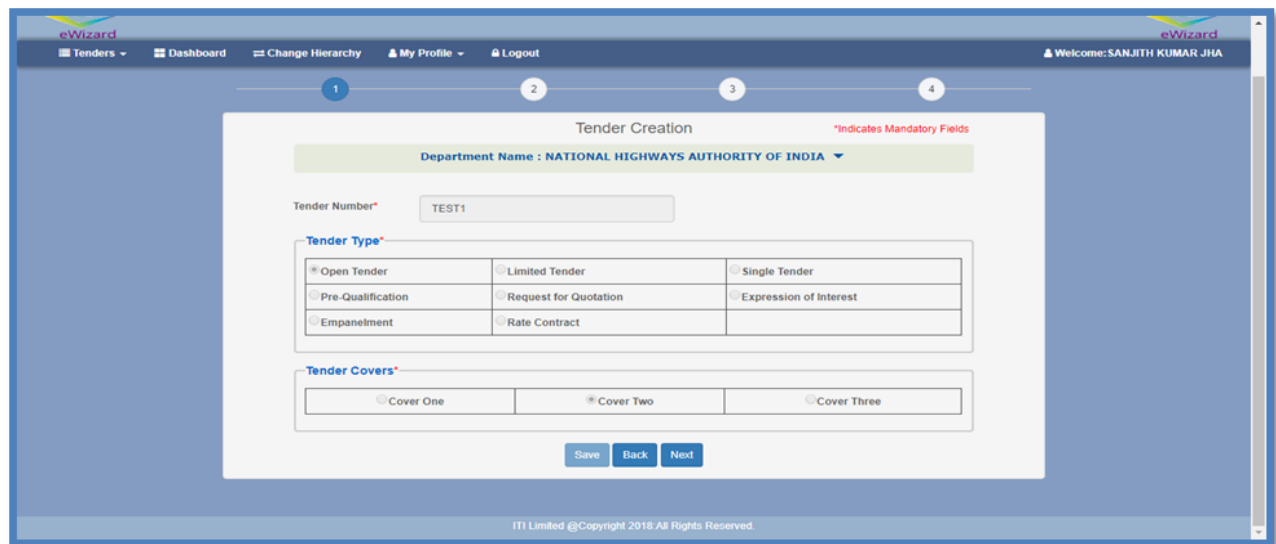


Fig 18

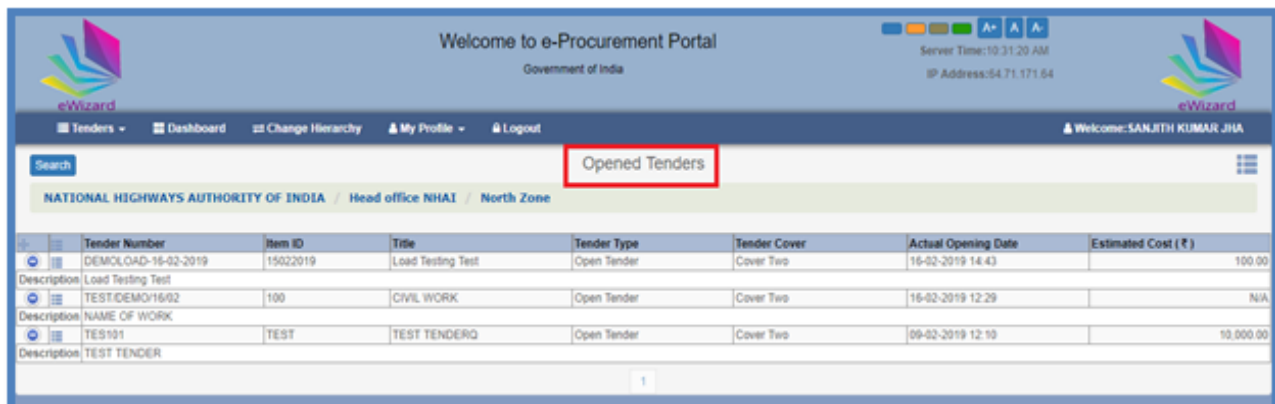
(f) “Publish Tender” tab show the list of live tender.



Tender Number	Item ID	Title	Tender Type	Tender Cover	Published Date	Closing Date	Opening Date	Estimated Cost (₹)
CTRN01	1	CUTN tender	Open Tender	Cover Two	18-02-2019 15:52	18-02-2019 18:30	18-02-2019 18:31	25,00,000.00

Fig 19

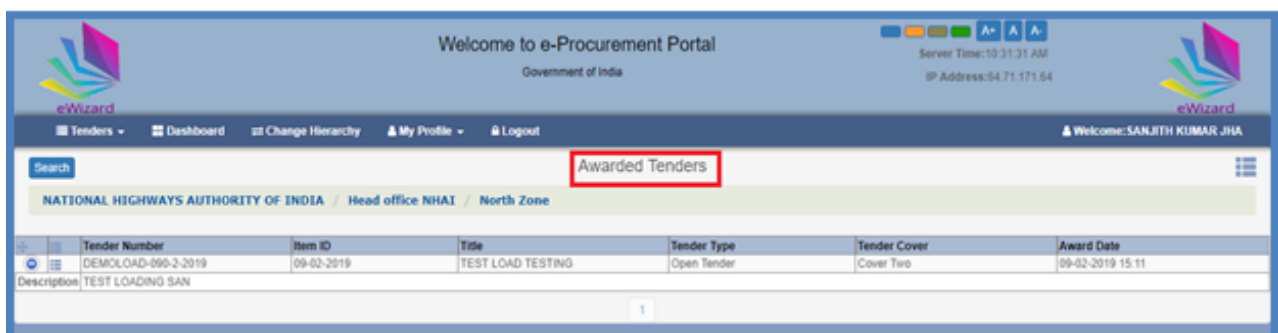
(g) “Opened Tender” tab shows the list of all opened tenders.



Tender Number	Item ID	Title	Tender Type	Tender Cover	Actual Opening Date	Estimated Cost (₹)
DEMLOAD-16-02-2019	15022019	Load Testing Test	Open Tender	Cover Two	16-02-2019 14:43	100.00
TEST.DEMO/16/02	100	CIVIL WORK	Open Tender	Cover Two	16-02-2019 12:29	N/A
TES101	TEST	TEST TENDERQ	Open Tender	Cover Two	09-02-2019 12:10	10,000.00

Fig 20

(h) “Awarded Tenders” tab shows the list of all awarded tenders.



Tender Number	Item ID	Title	Tender Type	Tender Cover	Award Date
DEMLOAD-09-2-2019	09-02-2019	TEST LOAD TESTING	Open Tender	Cover Two	09-02-2019 15:11

Fig 21

(i) “Cancelled Tenders” tab shows the list of all Cancelled tenders.

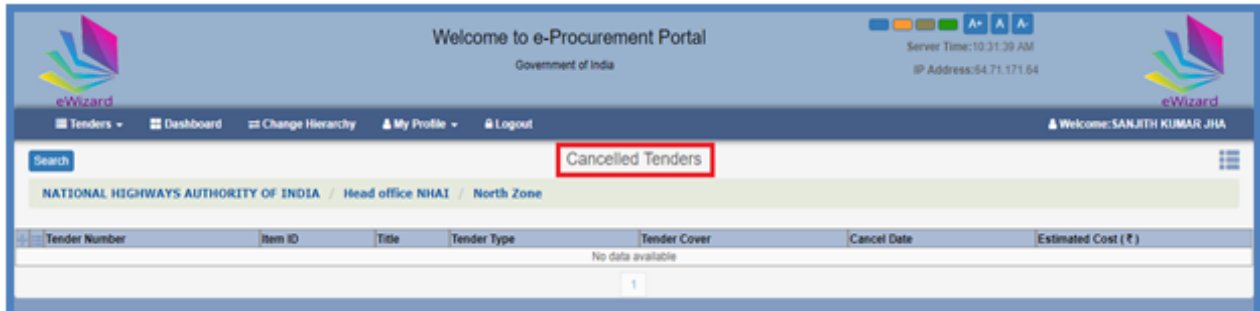


Fig 22

(j) **Dashboard Tab:** Through single Dashboard view, User is able to know the exact number of Draft Tenders, Tender to Publish, Todays due for openings, Awaiting Corrigendum/Addendum approvals/Tenders to Awarded and EMD refunds.

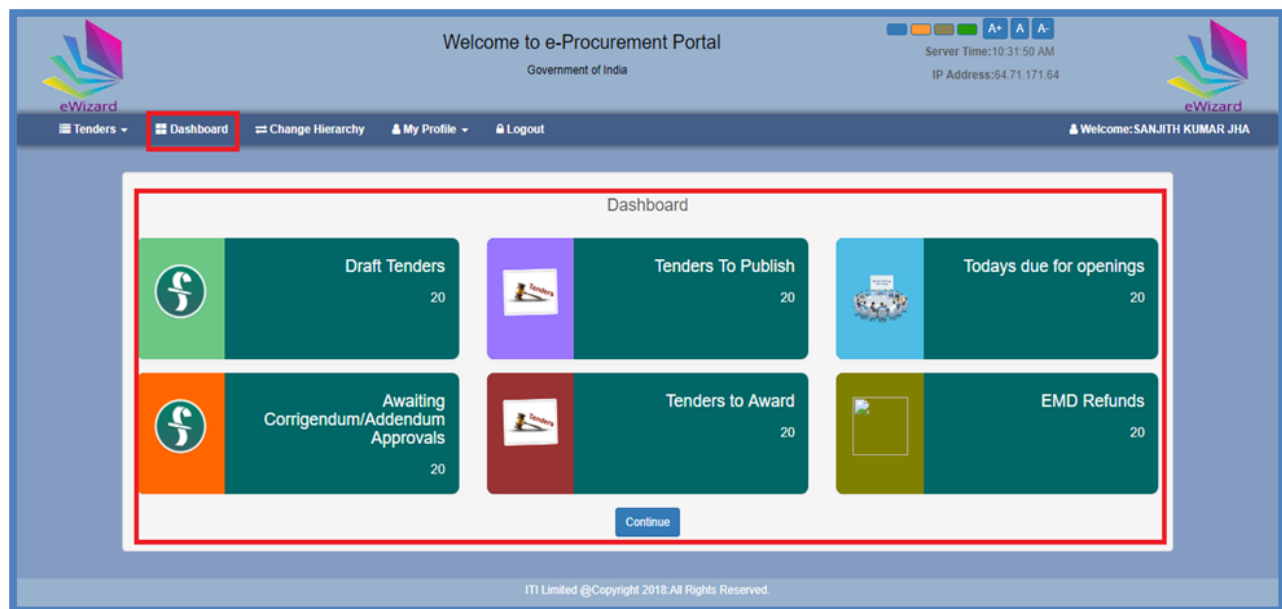


Fig 23

(l) **My Profile:** Users can update their profile or view roles assigned to them by Clicking on “My Profile”. Here users can select “Update profile” or “My Roles” options to perform the desired activity.

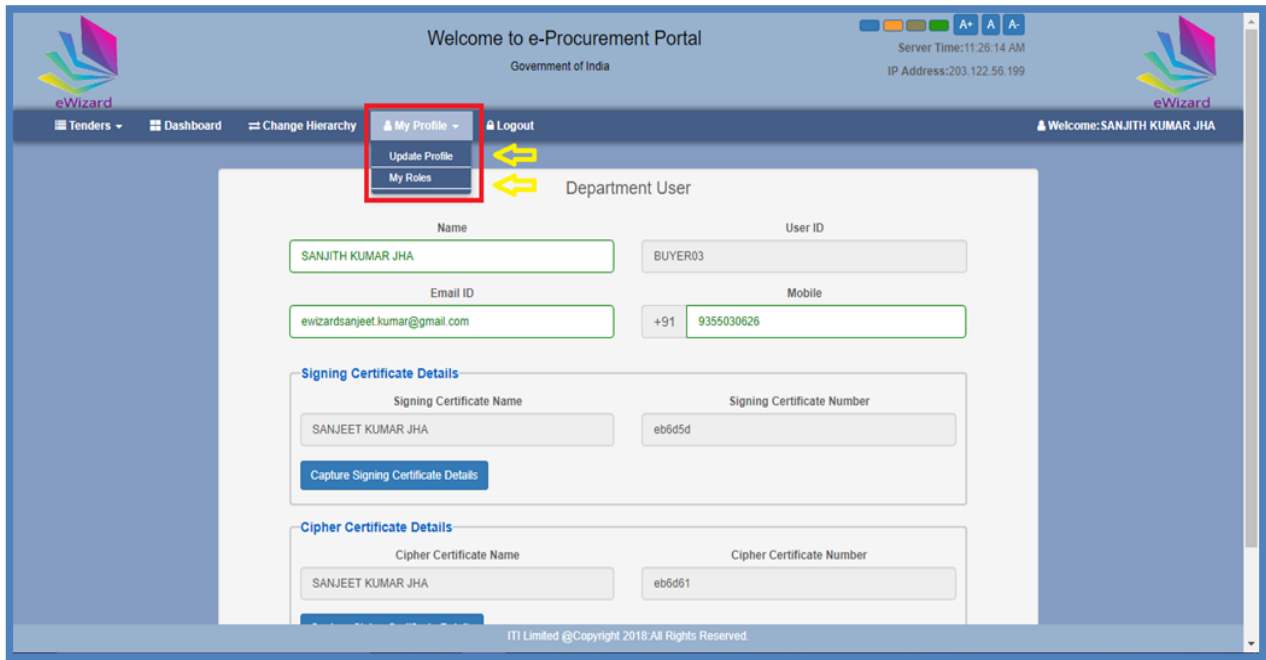


Fig 24

(m) Before tender publishing users must update encryption/cipher certificate details in their profiles.

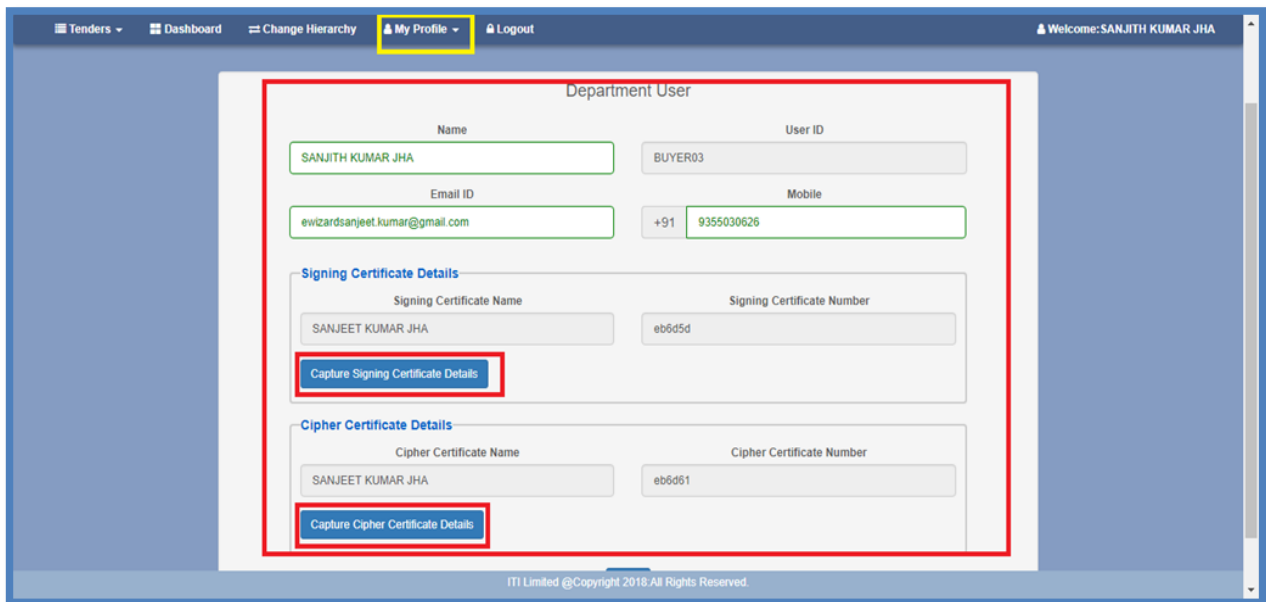


Fig 25

(4.) Steps for Tender Creation

Tender Creation: To create a tender, follow the below steps:

- (a) Enter user id and password in the login section. For secure login enter correct answer in the captcha field. Captcha is in the form of a Mathematics equation.

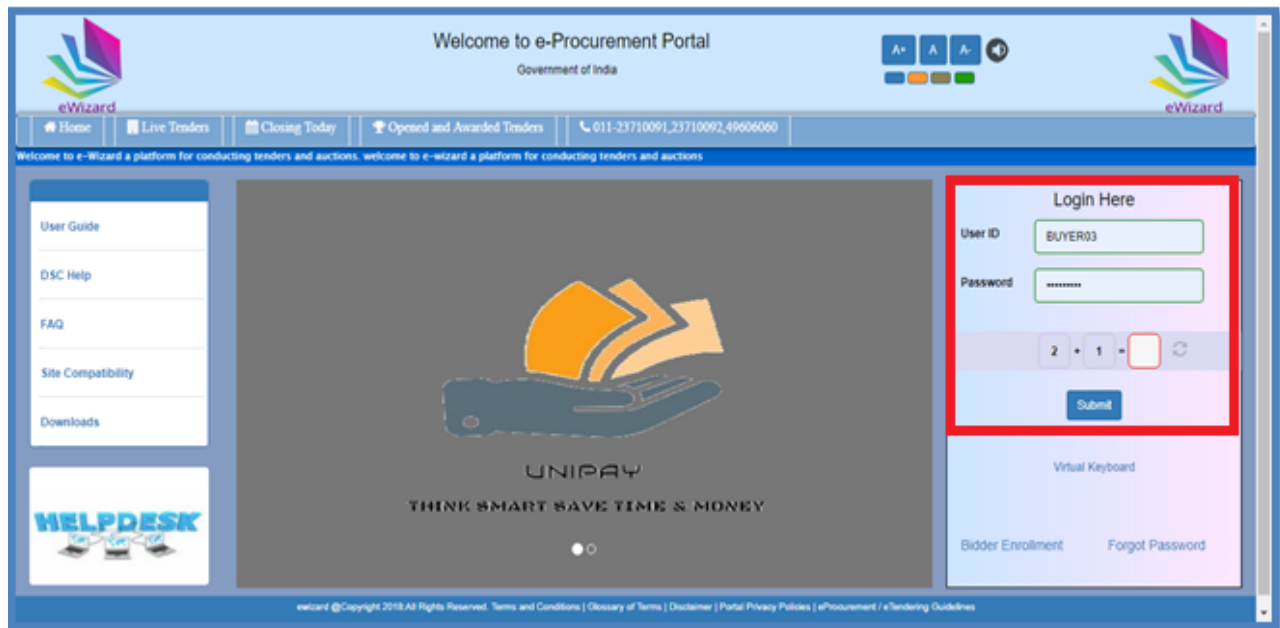


Fig 26

- (b) Click “PKI Login’ tab for verifying DSC. System will prompt to save a java file. Save the file.

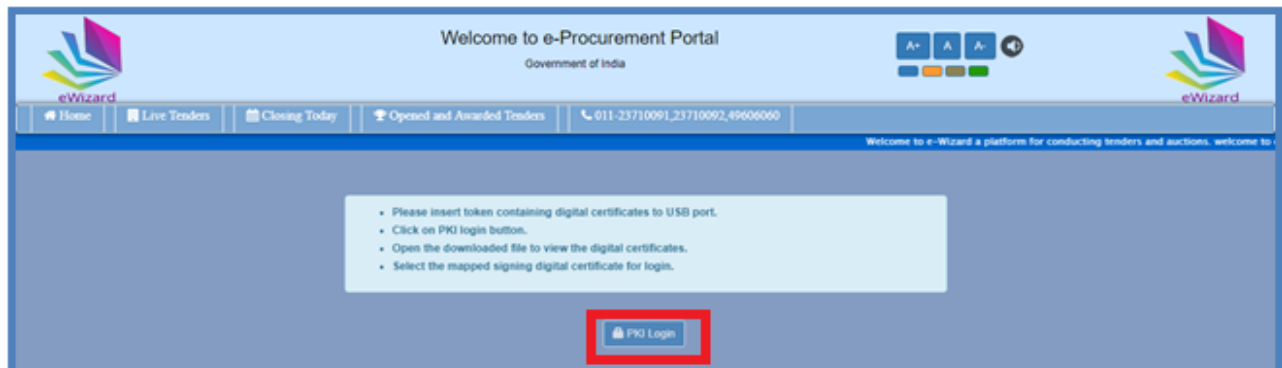


Fig 27

(c) Next step is to run the file.

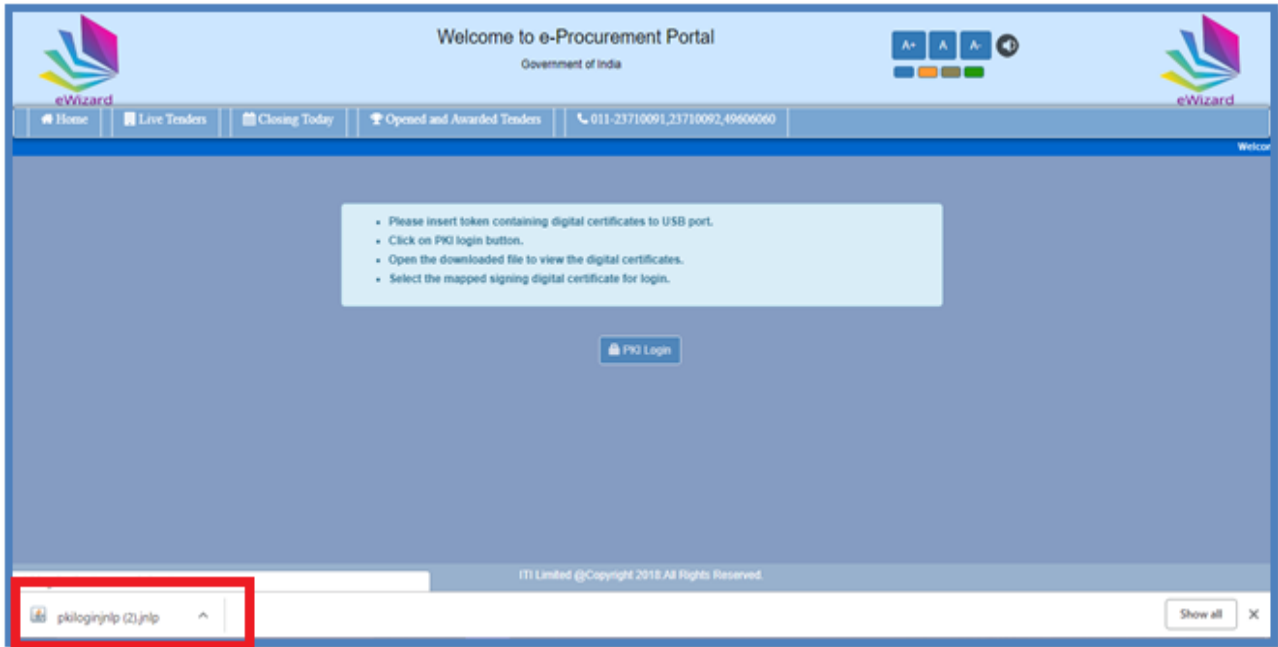


Fig 28

(c) Now select the certificate to complete the login process.

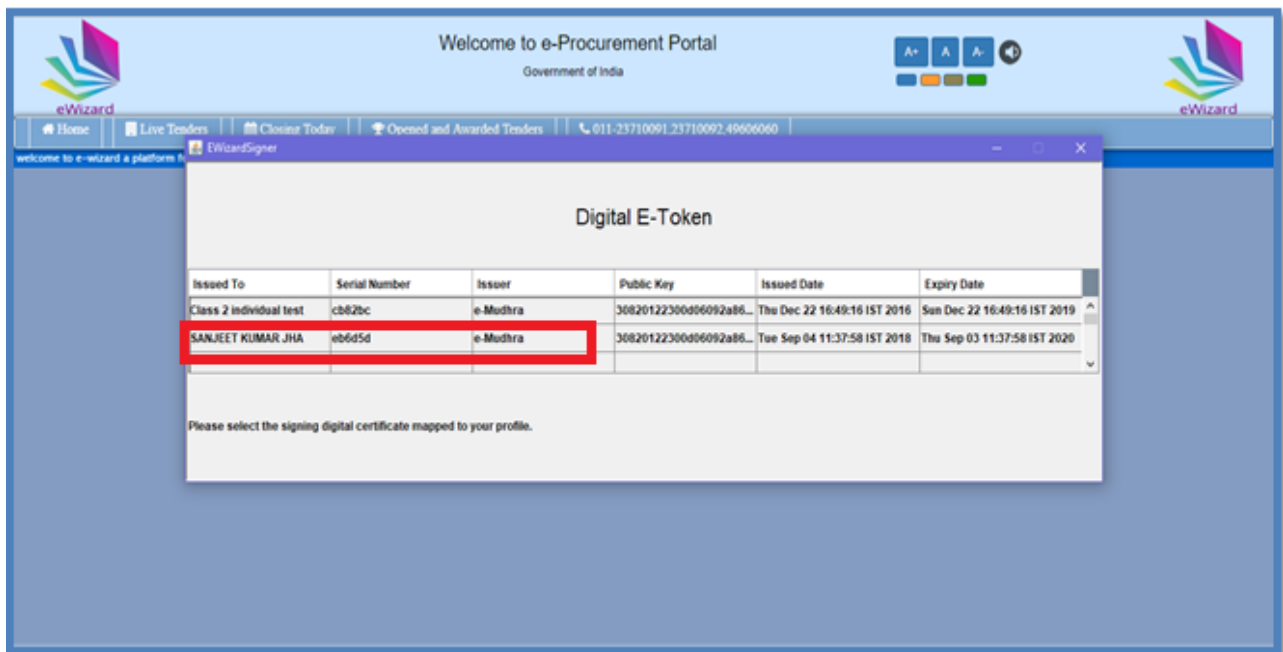


Fig 29

(d) Click “Create Tender” tab to create a tender.

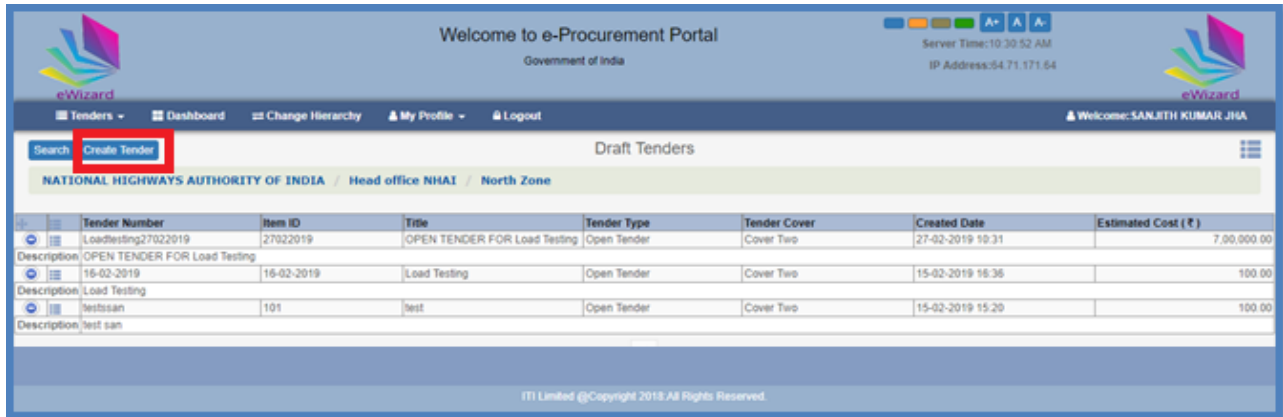


Fig 30

(e) Click on the “Create Tender” tab. Fill the tender number, select tender type and tender covers. After that click save to submit. Before submitting, please check the details; once submitted the data cannot be altered. Once saved click next to proceed further.

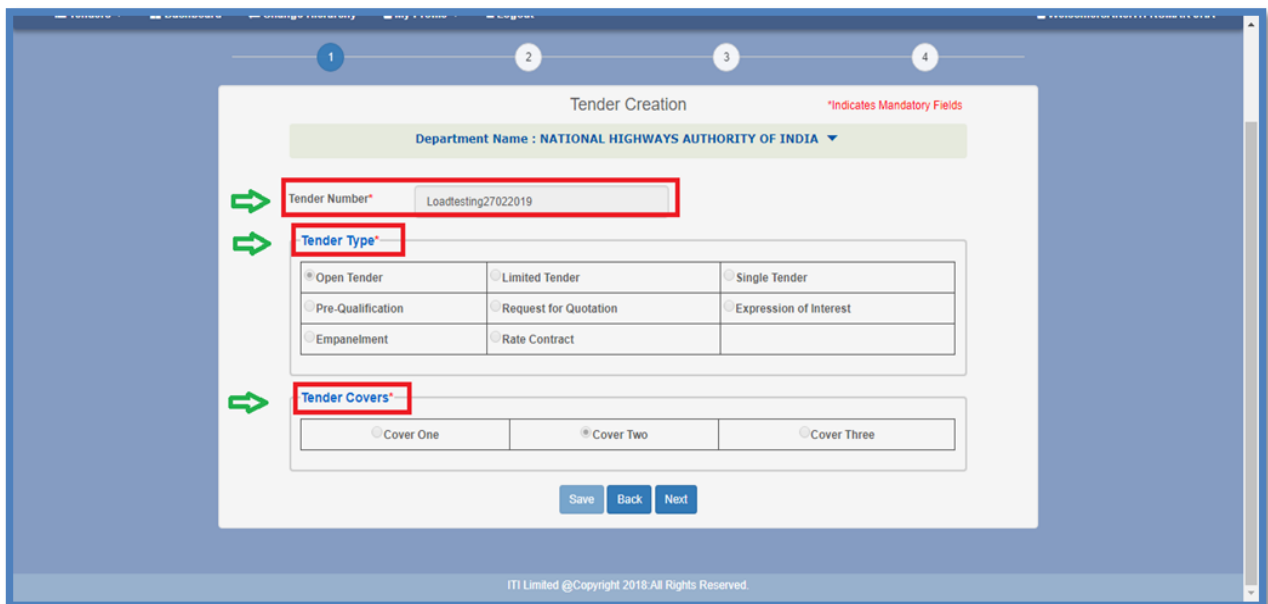


Fig 31

(f) Now fill the tender details such as item work id, title, tender category, procurement category and enter the item description. Thereafter enter the financial details such as estimated cost of tender, earnest money deposit (EMD), form fee and processing fee to be paid by bidder. For non-estimated tender select “ECV Tender” as “No”.

(g) Now precede further to update the important events dates for the tender such as tender document request closing date and time, tender closing (submission) date and time and tender opening dates. It is not mandatory to enter date and time for Pre-bid clarification closing.

*Note: if pre-bid clarification is also required then enter the pre-bid clarification closing date and time.

Now click save to save the details. Click next to proceed further.

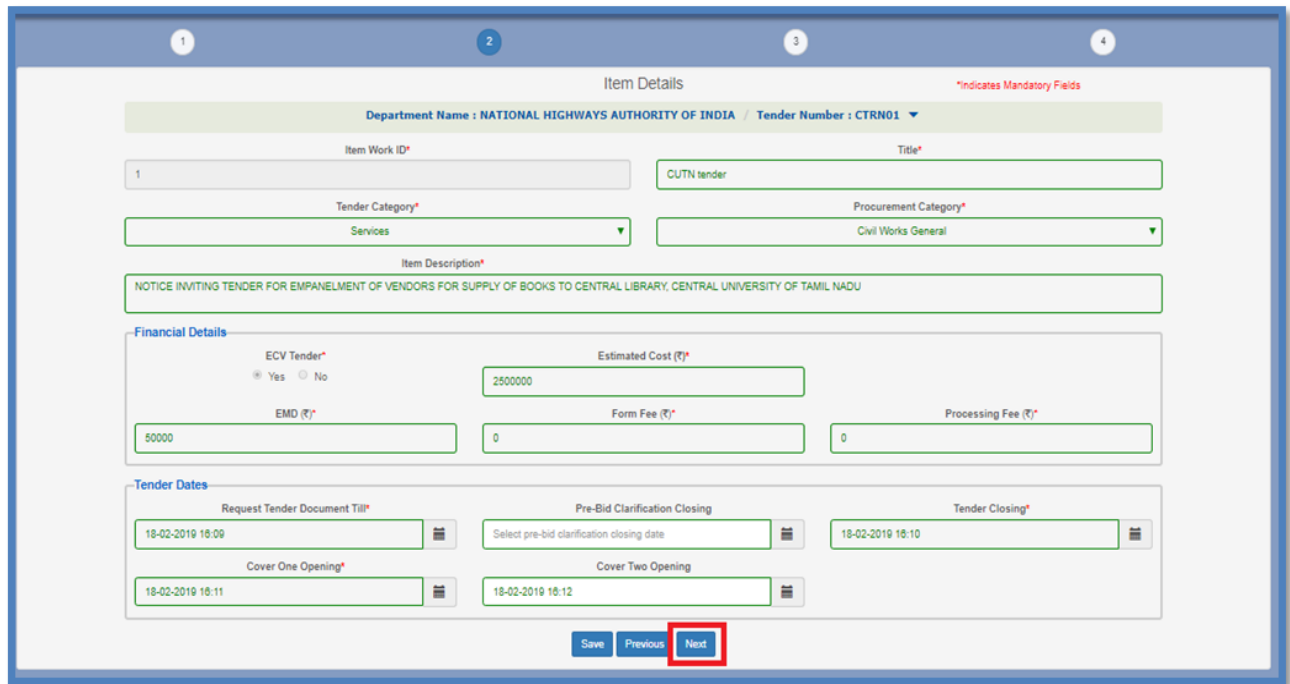


Fig 32

(5.) Uploading Documents

Document Upload: To upload the tender documents and bid documents in the tender follow the below steps.

- i. To upload “**Tender Documents**” click on “**New Document**”. Tender documents such as notice inviting tender (NIT), General terms and conditions etc can be uploaded here.

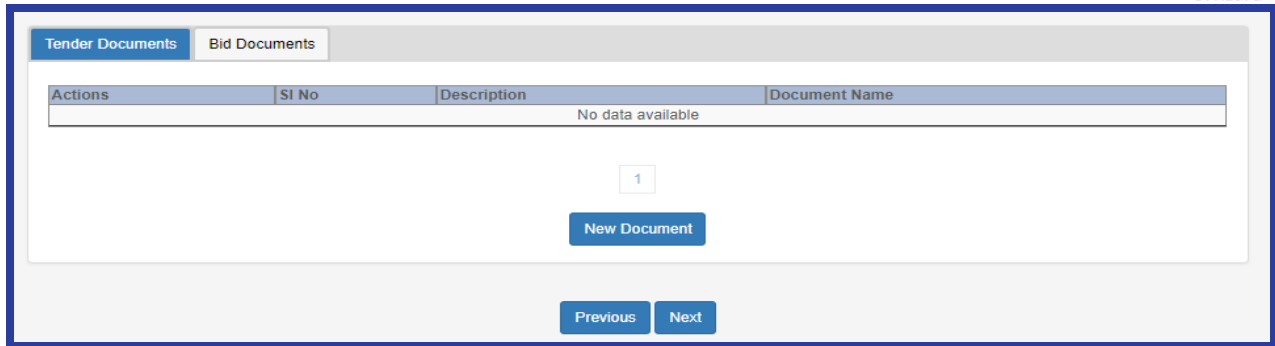


Fig. 33

- ii. Now fill the serial number and description for the document. Browse the file to be uploaded and select whether the document can be viewed publically or only to participant bidders only. Thereafter sign and upload the document.

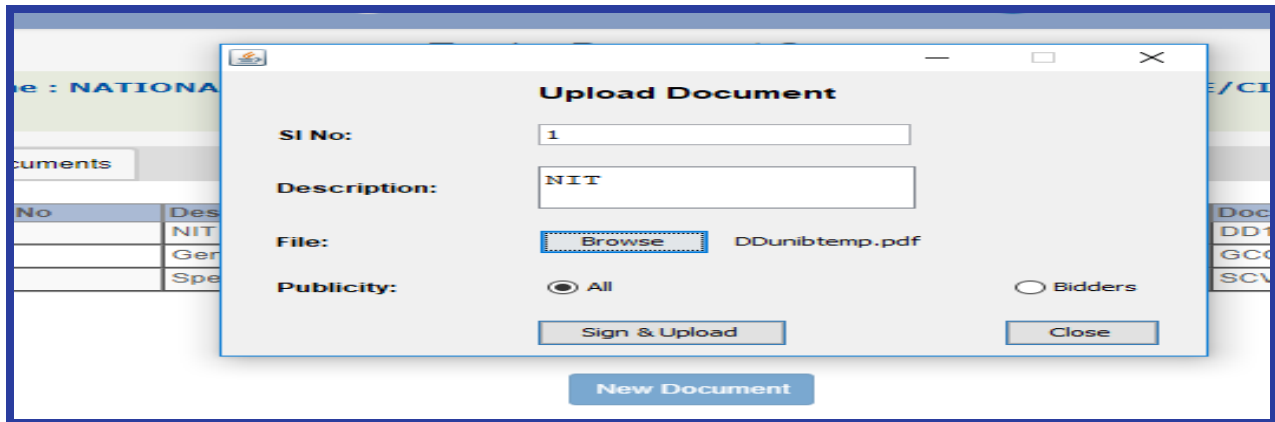


Fig. 34

- iii. Repeat the above steps to upload more files as per your requirement..

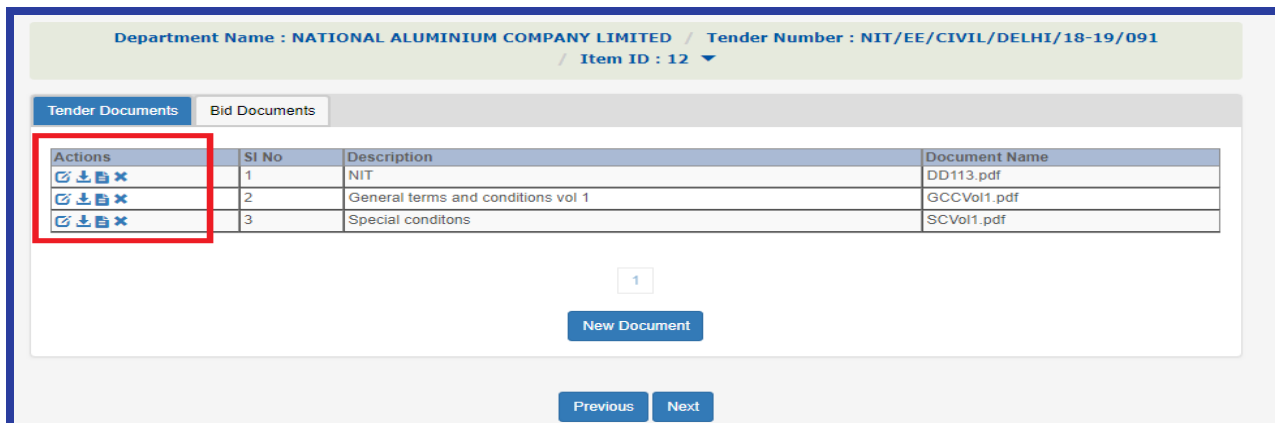


Fig. 35

The department users can modify, download, view or delete the uploaded files by clicking on the appropriate icons under actions tab





S.no	Icon	Icon description
1		To modify document
2		To download document
3		To view document
4		To delete document

Table 1

iv. To upload “**Bid Documents**” click on bid documents tab. Bid documents such as price bid excel sheet, technical bid excel sheet etc can be uploaded here. In addition to this department users can create links specifying the name of the qualifying document to be mandatorily uploaded by the bidders along with their bids.

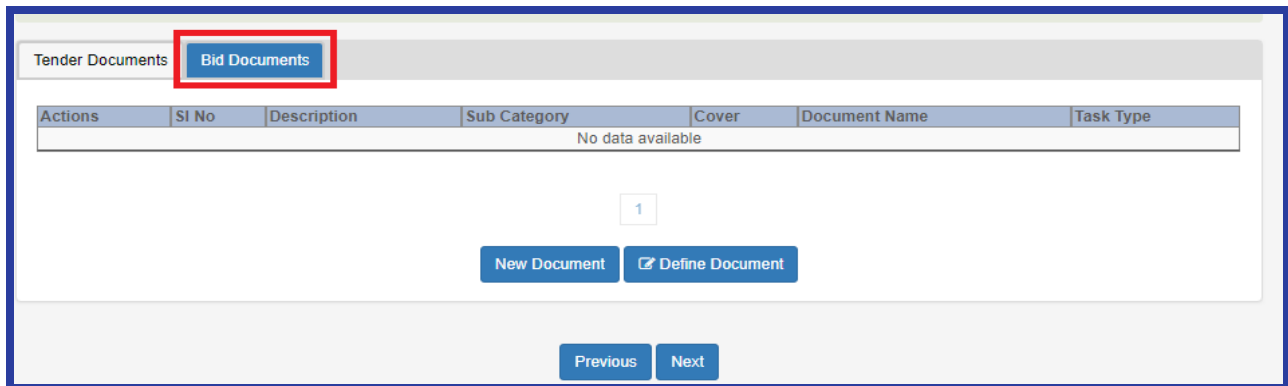


Fig. 36

v. Click new document to upload bid document. Fill details such as SI no, Description, Sub category and browse file to be uploaded. Select appropriate cover and click sign & upload to upload the document.

Note: Only .xlsx excel file can be uploaded in case “**Bid Document**” is selected as sub category.

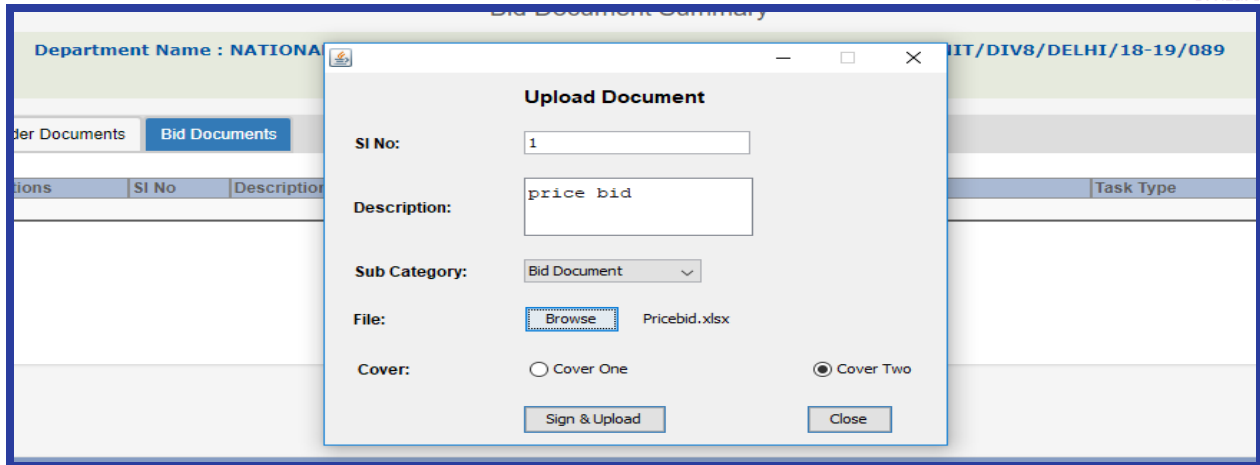


Fig. 37

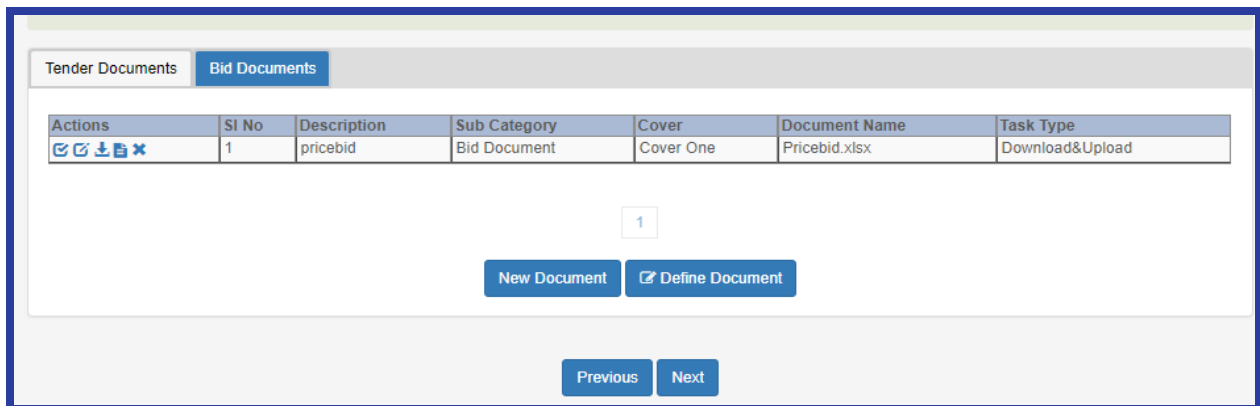


Fig. 38

vi. Click **define document** to create the mandatory links. Select sub category as qualifying document and eligibility document respectively to create mandatory links pertaining to respective sub category.

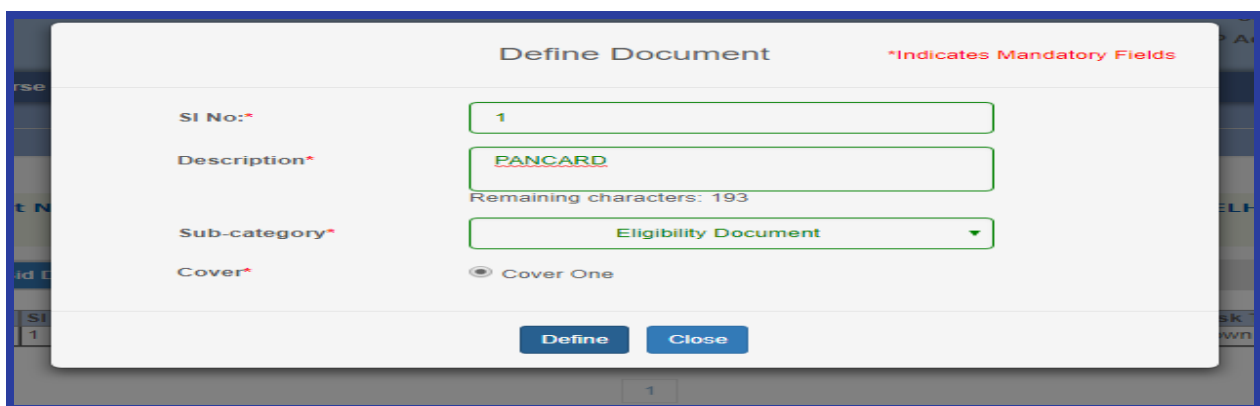


Fig. 39

Click next to select Tender Opening Officer (TOA) and Alternate Tender Opening Officer (ATOA).

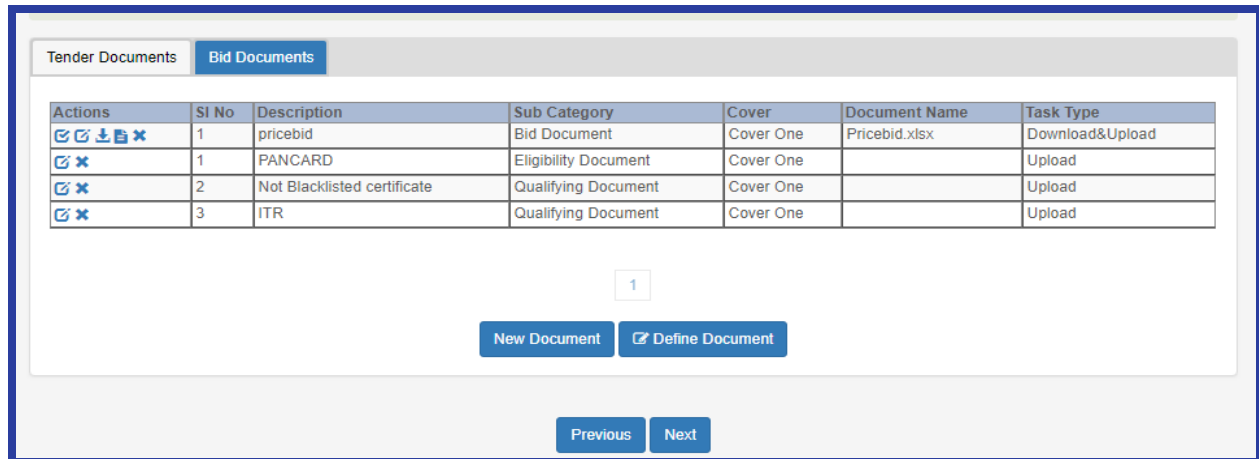


Fig. 40

(6).Tender Approvers

In this section the details of tender opening officers/committee is to be provided. Department users select **Tender Opening Officer (TOA)** and **Alternate Tender Opening Officer (ATOA)**. ATOA can open the tender in case TOA is not available.



Fig. 41

Click “**Save**” to save details. Now click “**Submit For Approval**” to approve tender.

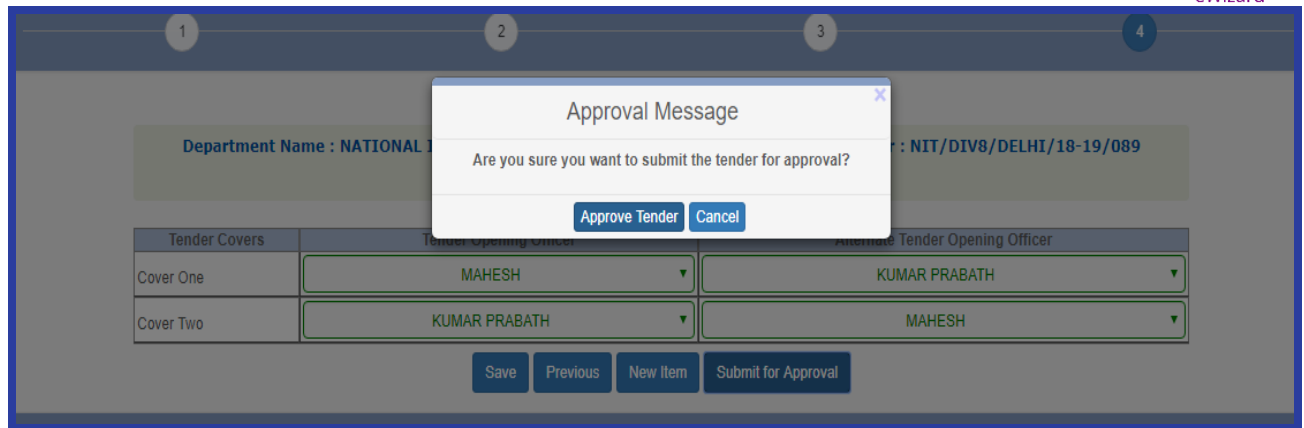


Fig. 42

After approval the tender will move to draft tender selection. Here click publish tender tab and confirm the activity in order to publish the tender for public view.

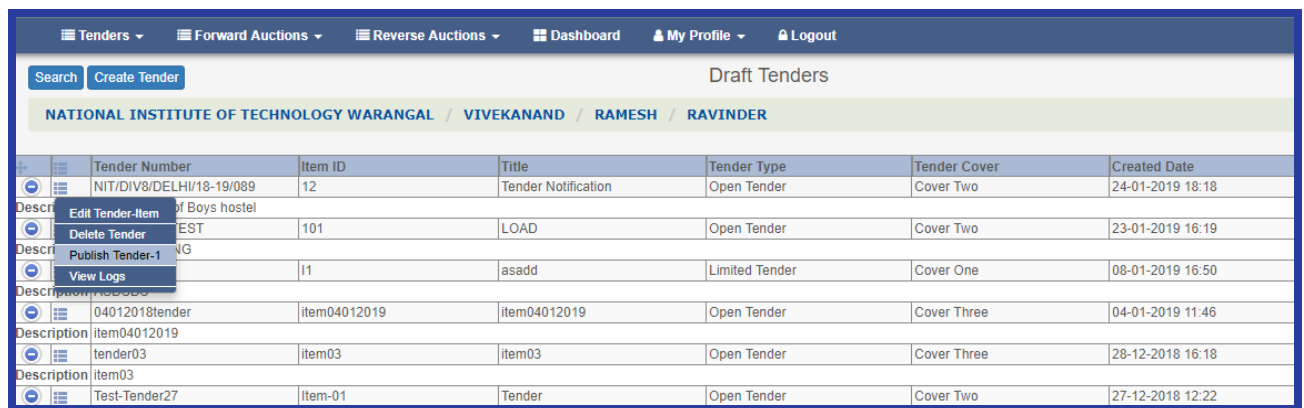


Fig. 43

System will ask to confirm the publishing of tender. Click “OK” to confirm and publish the tender.

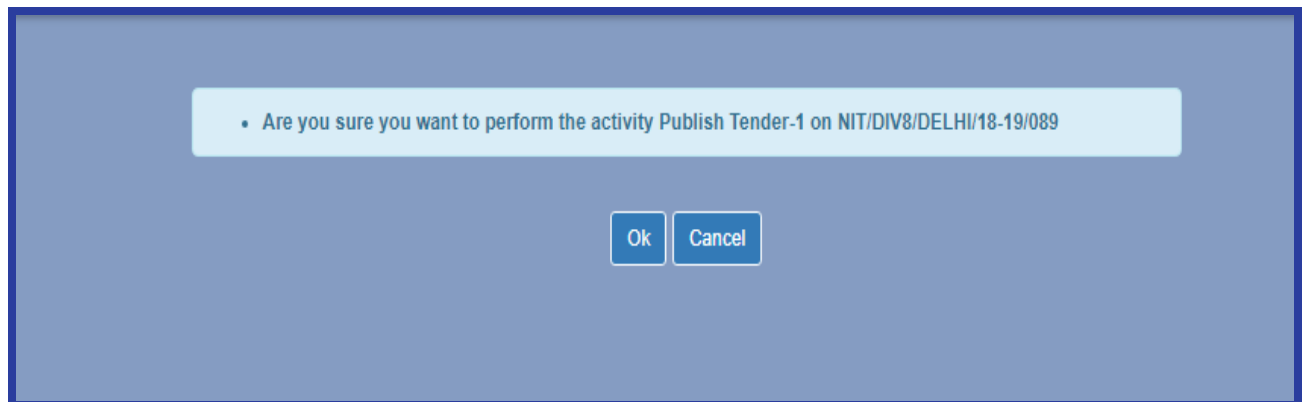
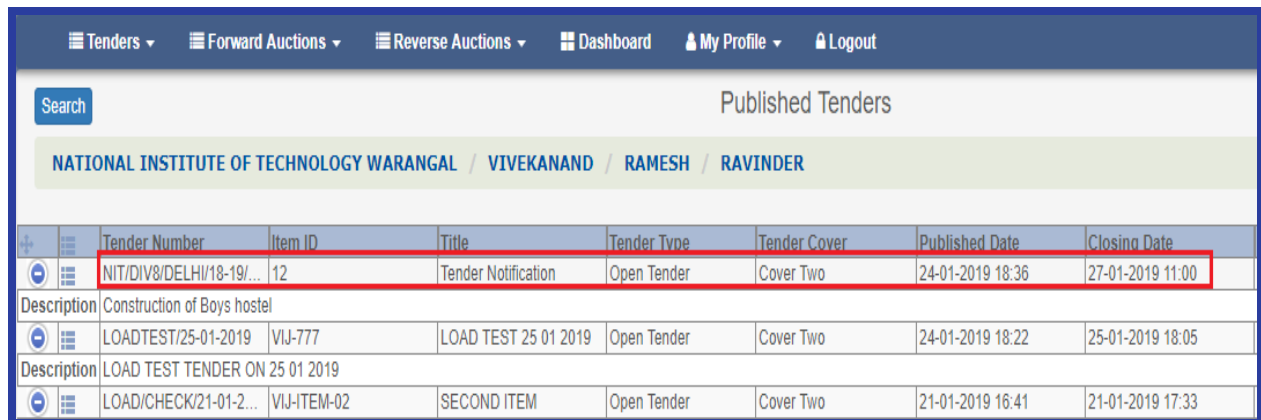


Fig. 44

After publishing the tender will move to published tender section. The published tender can be publically viewed by any stakeholder in live tender section on website homepage.

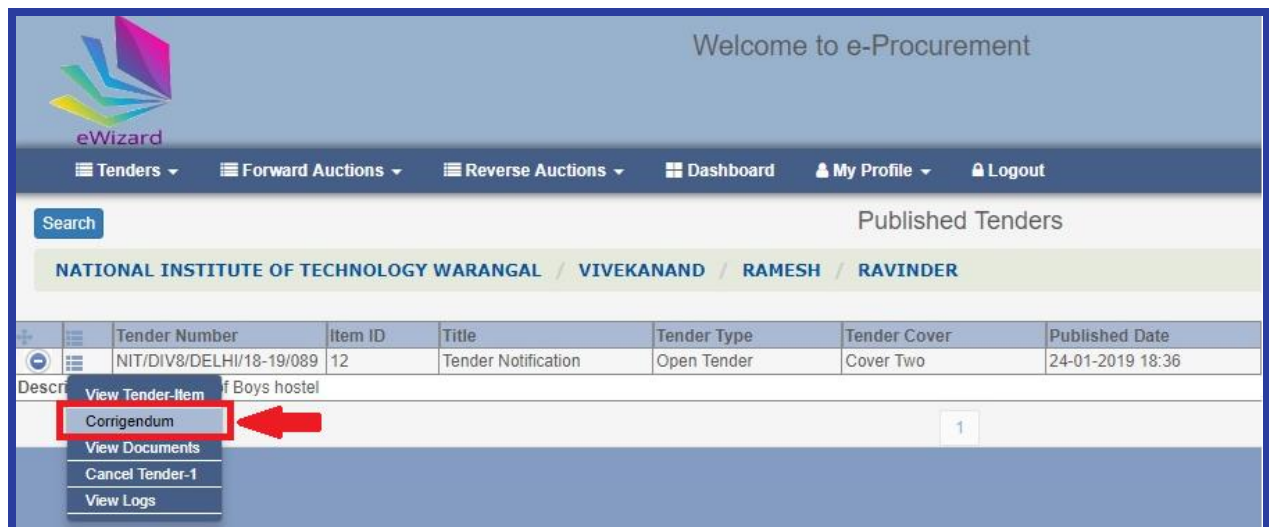


	Tender Number	Item ID	Title	Tender Type	Tender Cover	Published Date	Closing Date
	NIT/DIV8/DELHI/18-19/...	12	Tender Notification	Open Tender	Cover Two	24-01-2019 18:36	27-01-2019 11:00
Description	Construction of Boys hostel						
	LOADTEST/25-01-2019	VIJ-777	LOAD TEST 25 01 2019	Open Tender	Cover Two	24-01-2019 18:22	25-01-2019 18:05
Description	LOAD TEST TENDER ON 25 01 2019						
	LOAD/CHECK/21-01-2...	VIJ-ITEM-02	SECOND ITEM	Open Tender	Cover Two	21-01-2019 16:41	21-01-2019 17:33

Fig. 45

(7). Corrigendum

To create corrigendum for a particular tender, select corrigendum tab as shown in figure below.



Welcome to e-Procurement

NATIONAL INSTITUTE OF TECHNOLOGY WARANGAL / VIVEKANAND / RAMESH / RAVINDER

	Tender Number	Item ID	Title	Tender Type	Tender Cover	Published Date
	NIT/DIV8/DELHI/18-19/089	12	Tender Notification	Open Tender	Cover Two	24-01-2019 18:36

Description: View Tender-Item of Boys hostel

- View Tender-Item
- Corrigendum**
- View Documents
- Cancel Tender-1
- View Logs

Fig. 46

Now click on **“Create/View Corrigendum”** and thereafter click on **“Create New Corrigendum”**.

View Tender Item Details

Department Name : NATIONAL INSTITUTE OF TECHNOLOGY WARANGAL / Tender Number : NIT/DIV8/DELHI/18-19/089 / Tender Item : 12 ▾

Tender Item Details

Tender Details		Tender Cost Details		Tender Date Details	
Tender Number	NIT/DIV8/DELHI/18-19/089	ECV Tender	Yes	Request Tender Document Till	25-01-2019 18:00
Tender Type	Open Tender	Estimated Cost (₹)	1,50,000.00	Pre-Bid Clarification Closing	26-01-2019 19:00
Tender Cover	Cover Two	EMD (₹)	30,000.00	Tender Closing	27-01-2019 11:00
Item ID	12	Form Fee (₹)	1,000.00	Cover One Opening	27-01-2019 11:30
Title	Tender Notification	Processing Fee (₹)	885.00	Cover Two Opening	
Tender Category	Services				
Procurement Category	Civil Works General				
Item Description	Construction of Boys hostel				

Fig. 47

Corrigendum Summary

Department Name : NATIONAL INSTITUTE OF TECHNOLOGY WARANGAL / Tender Number : NIT/DIV8/DELHI/18-19/089 / Item ID : 12 ▾

Actions	Reference	Approved Date	Remarks	File Name	Status

Fig. 48

Now fill the Corrigendum reference number and enter the new values as per requirement. After entering all details click on create button

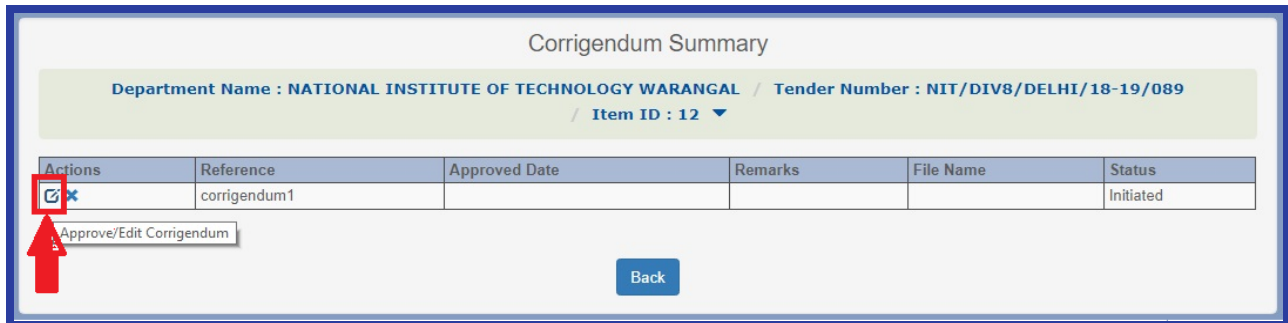
Create New Corrigendum *Indicates Mandatory Fields


Corrigendum Reference*

Field name	Old value	New value
Title*	Tender Notification	<input type="text" value="Tender Notification"/>
Item description*	Construction of Boys hostel	<input type="text" value="Construction of Boys hostel"/>
Request Tender Document Till*	25-01-2019 18:00	<input type="text" value="25-01-2019 18:00"/> <input type="button" value="Calendar"/>
Pre-Bid Clarification Closing	26-01-2019 19:00	<input type="text" value="26-01-2019 20:00"/> <input type="button" value="Calendar"/>
Tender Closing*	27-01-2019 11:00	<input type="text" value="27-01-2019 11:00"/> <input type="button" value="Calendar"/>
Cover one Opening*	27-01-2019 11:30	<input type="text" value="27-01-2019 11:30"/> <input type="button" value="Calendar"/>
Cover two Opening		<input type="text" value=""/> <input type="button" value="Calendar"/>

Fig. 49

For approval click “**Approve Corrigendum**” and upload the corrigendum file.

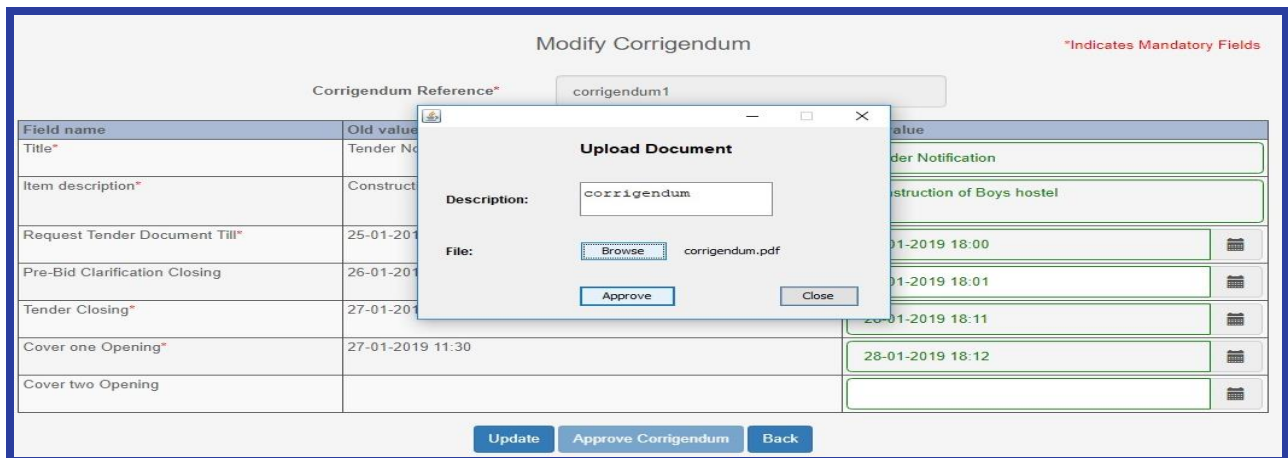


Actions	Reference	Approved Date	Remarks	File Name	Status
	corrigendum1				Initiated

Approve/Edit Corrigendum

Back

Fig. 50



Modify Corrigendum *Indicates Mandatory Fields

Corrigendum Reference* corrigendum1

Field name	Old value	New value
Title*	Tender No	
Item description*	Construct	Construction of Boys hostel
Request Tender Document Till*	25-01-2019	25-01-2019 18:00
Pre-Bid Clarification Closing	26-01-2019	26-01-2019 18:01
Tender Closing*	27-01-2019	27-01-2019 18:11
Cover one Opening*	27-01-2019 11:30	28-01-2019 18:12
Cover two Opening		

Upload Document

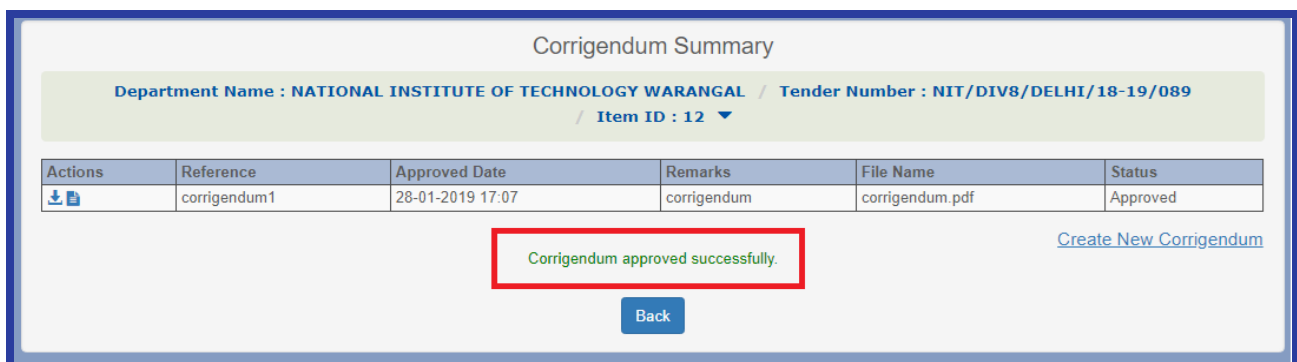
Description: corrigendum


File: corrigendum.pdf

Update Approve Corrigendum Back

Fig. 51

The corrigendum will be approved and bidders can view these changes on website homepage or after login to website.



Actions	Reference	Approved Date	Remarks	File Name	Status
	corrigendum1	28-01-2019 17:07	corrigendum	corrigendum.pdf	Approved

Corrigendum approved successfully.

Back

[Create New Corrigendum](#)

Fig. 52

(8). Tender Opening

To open a tender click on open Tab as shown in Figure below.

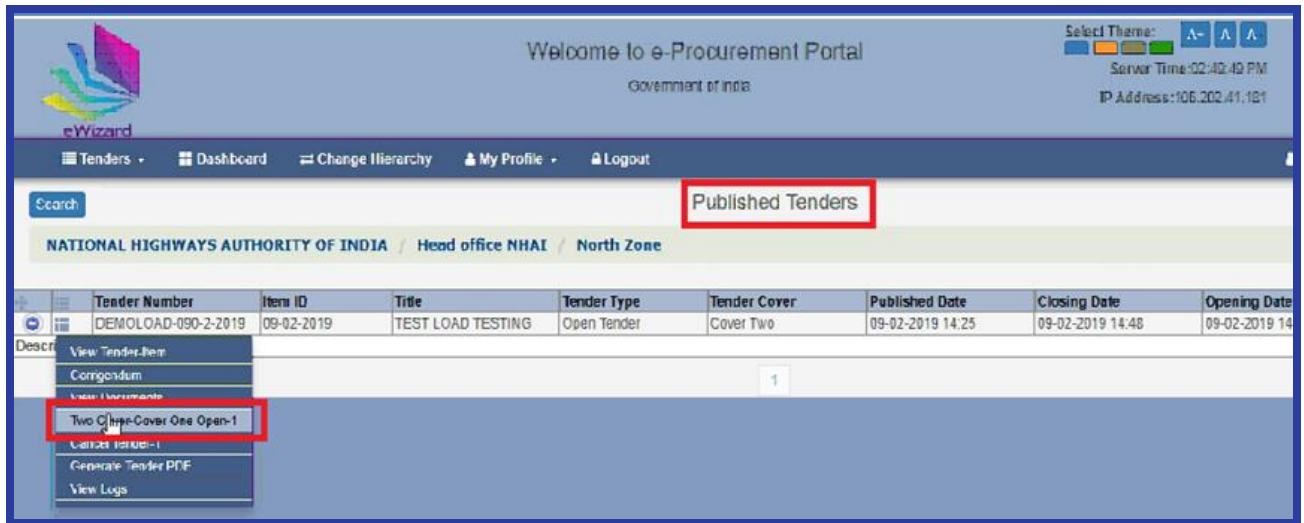


Fig. 53

The bid summary will be displayed with the information of number of bidders requested, bidders submitted and bidders who have withdrawn their bids. Click ok to proceed further.



Fig. 54



Fig. 55

Once the tender is opened it moves to opened stage. Next step is fees authorization and bid evaluation. To perform aforesaid activities click on “View Bids” for a particular tender in opened stage.

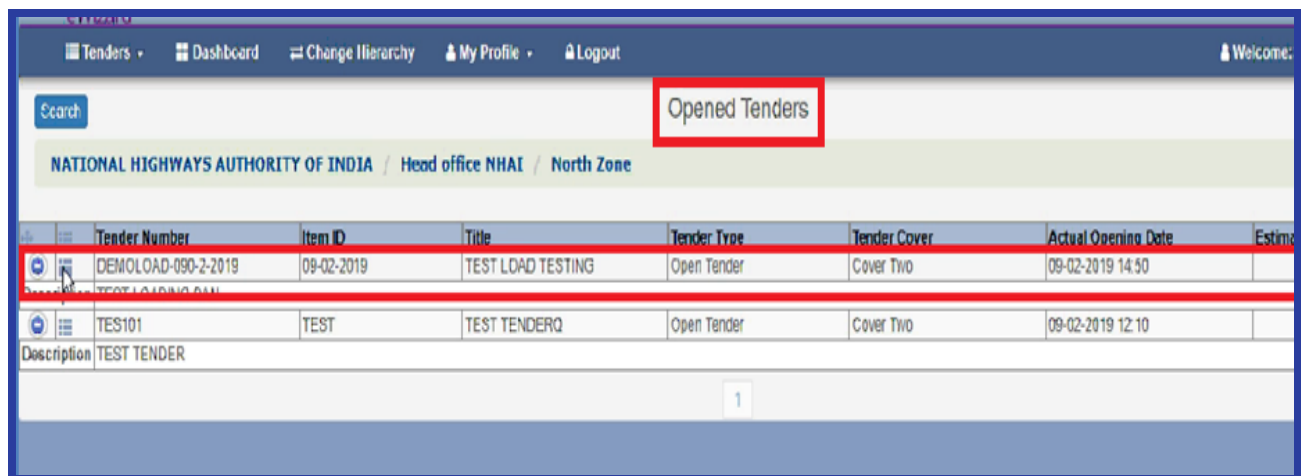


Fig. 56

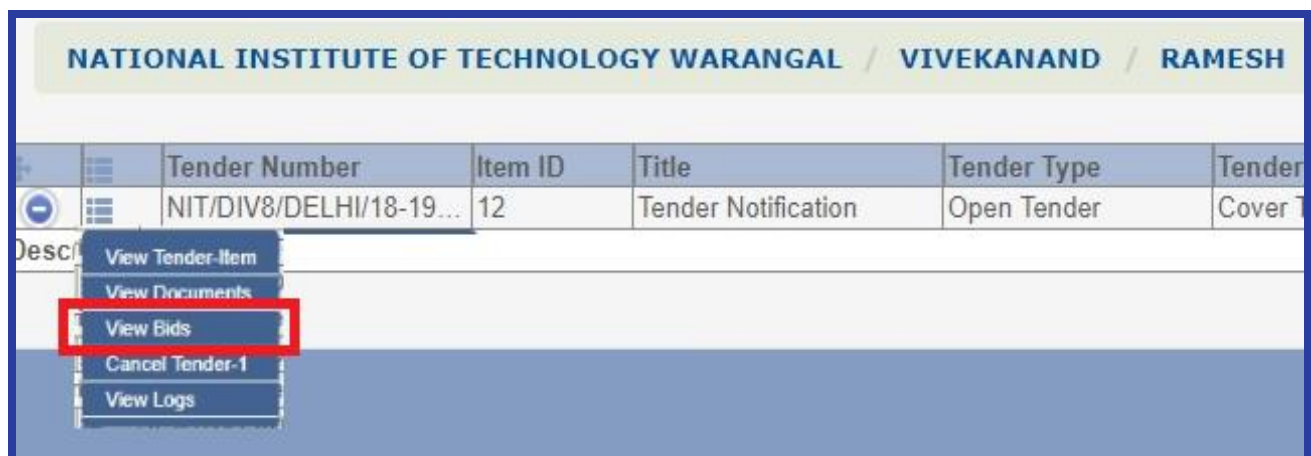


Fig. 57

Next step is to authorize form fee. Click **“Form Fee Authorization”** .

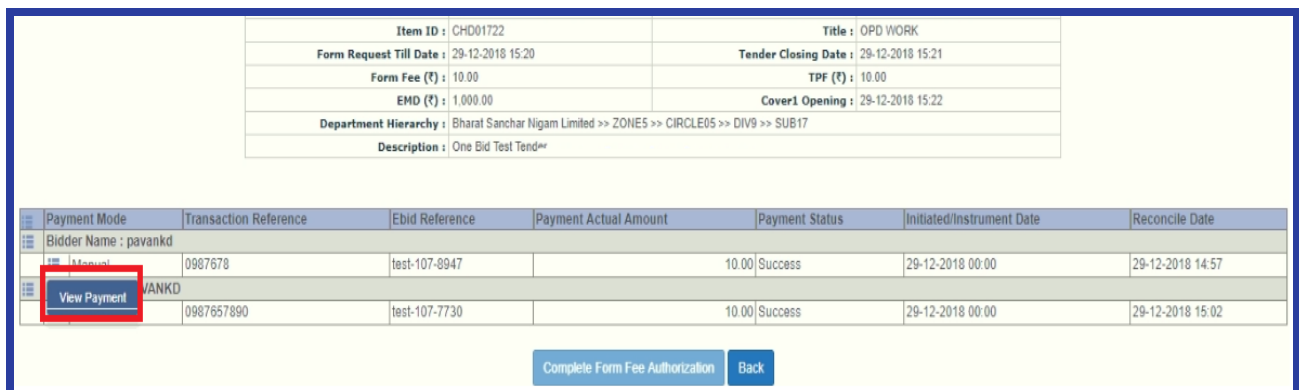


Department Hierarchy : Bharat Sanchar Nigam Limited >> ZONE5 >> CIRCLE05 >> DIV9 >> SUB17	
Description : One Bid Test Tender	
Form Fee Authorization	EMD Authorization
Cover One Qualification/Disqualification	

Bidder	Submitted Date	Token	Status	Disqualification Reason
pavankd	29-12-2018 15:00	5720181229150028	In the Competition	
PAVANKD	29-12-2018 15:08	6020181229150834	In the Competition	

Fig. 58

The List of the bidders who have paid the form fee will be displayed. Click **“View Payment”**.



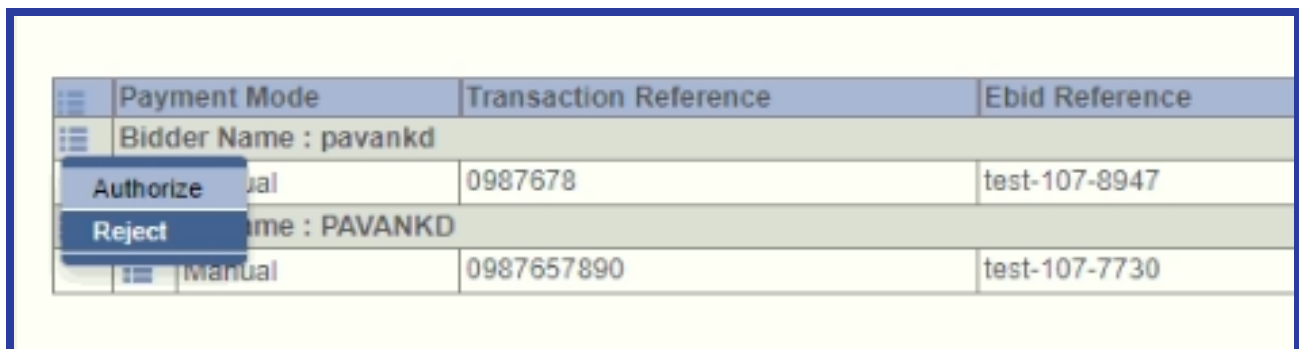
Item ID :	CHD01722	Title :	OPD WORK
Form Request Till Date :	29-12-2018 15:20	Tender Closing Date :	29-12-2018 15:21
Form Fee (₹) :	10.00	TPF (₹) :	10.00
EMD (₹) :	1,000.00	Cover1 Opening :	29-12-2018 15:22
Department Hierarchy : Bharat Sanchar Nigam Limited >> ZONE5 >> CIRCLE05 >> DIV9 >> SUB17			
Description : One Bid Test Tender			

Payment Mode	Transaction Reference	Ebid Reference	Payment Actual Amount	Payment Status	Initiated/Instrument Date	Reconcile Date
Bidder Name : pavankd						
Manual	0987678	test-107-8947	10.00	Success	29-12-2018 00:00	29-12-2018 14:57
View Payment	PAVANKD					
Manual	0987657890	test-107-7730	10.00	Success	29-12-2018 00:00	29-12-2018 15:02

Complete Form Fee Authorization Back

Fig. 59

Next click **“Authorize”** to approve payment or disapprove by clicking **“Reject”**.



Payment Mode	Transaction Reference	Ebid Reference
Bidder Name : pavankd		
Authorize	0987678	test-107-8947
Reject	PAVANKD	
Manual	0987657890	test-107-7730

Fig. 60

Complete the aforesaid steps for the all bidders and click **“Complete Form Fee Authorization”** to proceed to **“EMD Authorization”**.

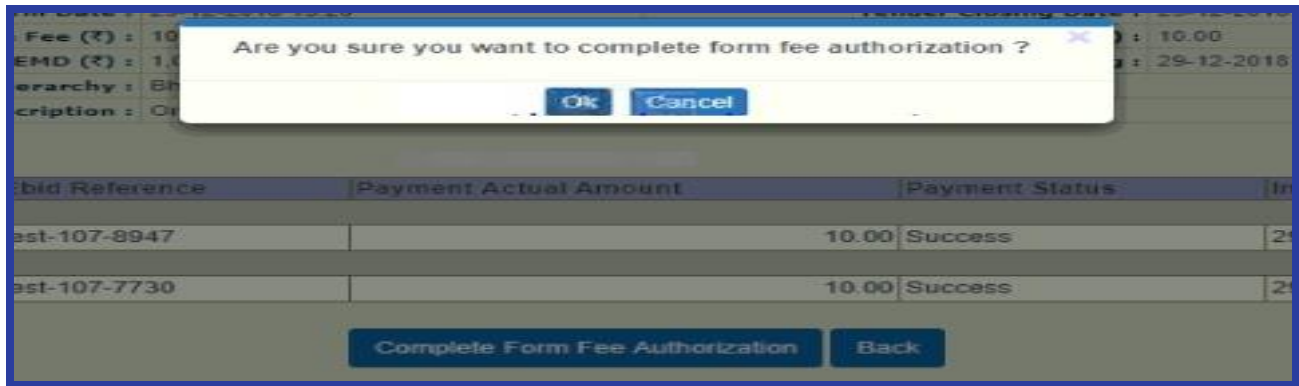


Fig. 61

Follow the steps as explained above for form fee to complete the **“EMD Authorization”**.



Fig. 62



Fig. 63

Once form fee and EMD authorization is completed click **“Cover One Qualification/Disqualification”** to view the bidders cover 1 document

Click **“Bidder Tender Other Documents”** to view additional documents submitted by the bidders.

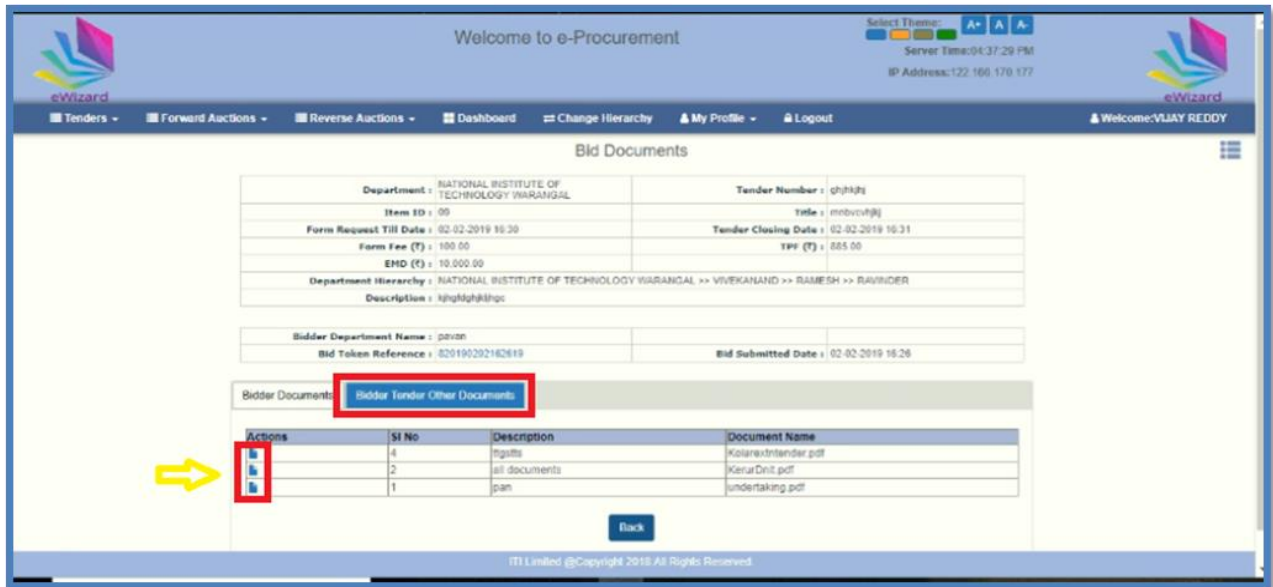


Fig. 67

The documents of all the bidders can be viewed by repeating steps as mentioned above. After evaluation of all the documents of bidders department users may **“Qualify”** or **“Disqualify”** the bidders.

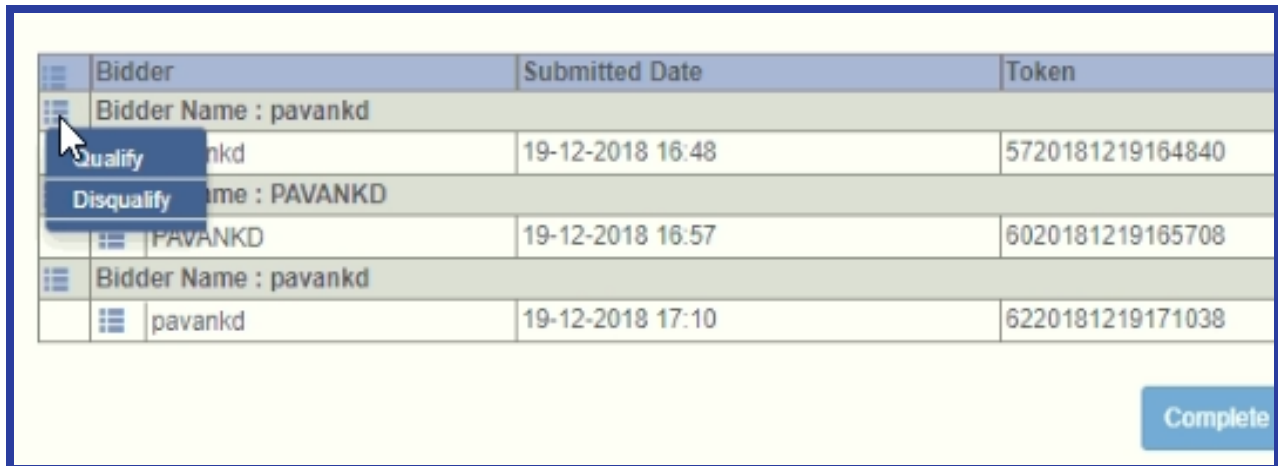


Fig. 68

Now complete cover one opening activity by clicking on **“Complete Cover One Qualification”**.

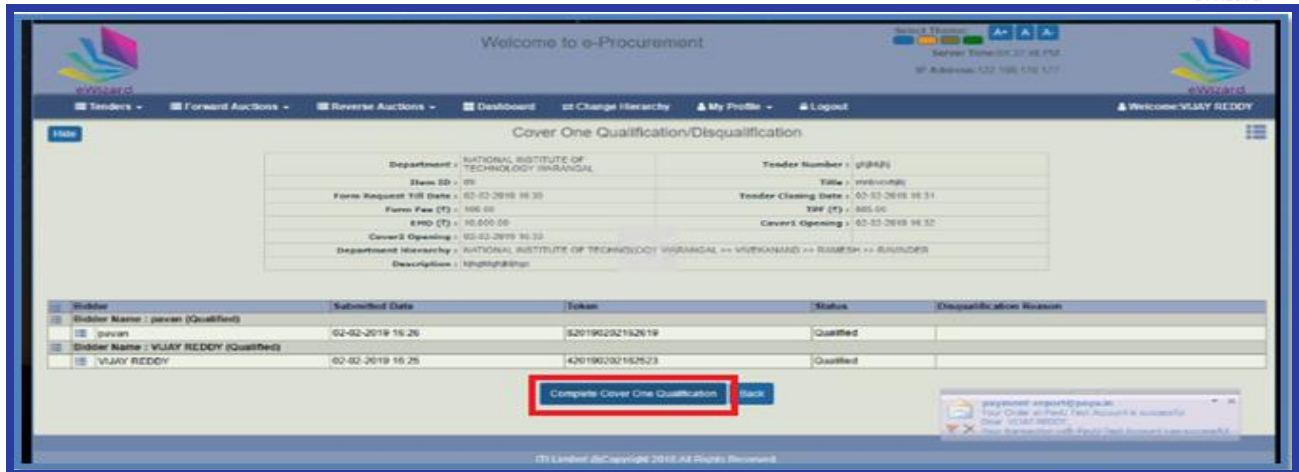


Fig. 69

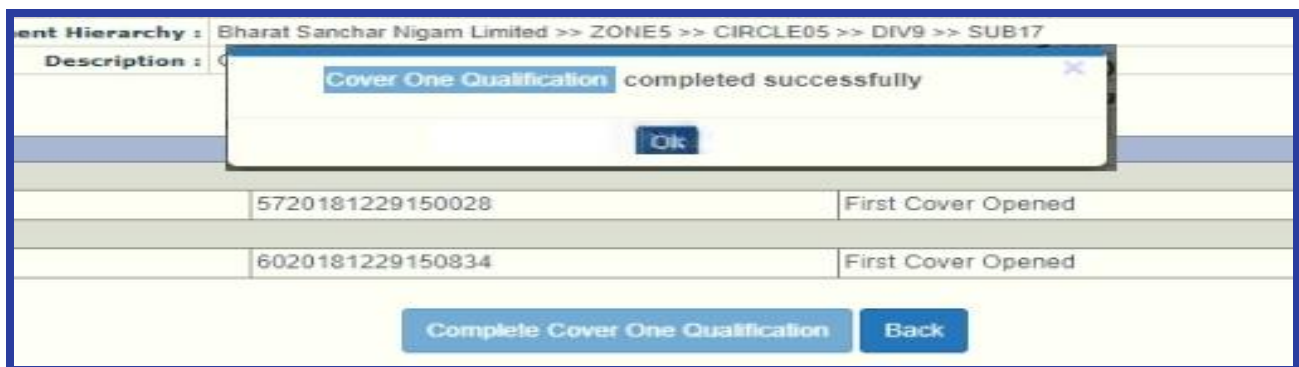


Fig. 70

To view the Price quoted by the bidders click **“Two Cover- Cover Two Open-1”** tab and follow steps as explained above for opening bids of cover one.

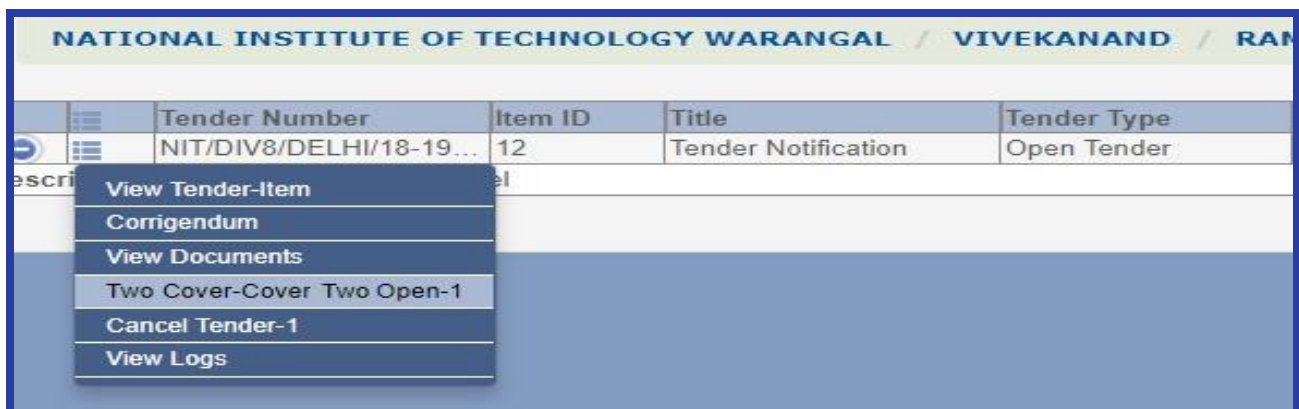


Fig. 71



Fig. 72



Fig. 73

Now click on **“Cover Two Qualification/ Disqualification”**.

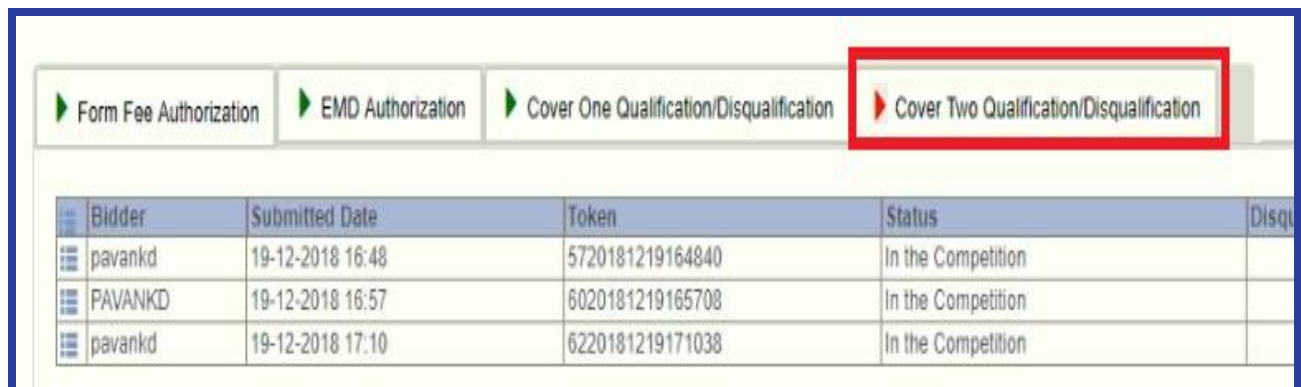





Fig. 74

Now click “View Document” to view price bid submitted by a particular bidder. Repeat this step to view price bid of all bidders.

Bidder	Submitted Date	Token
Bidder Name : pavankd		
 pavankd	19-12-2018 16:48	5720181219164840
 View Documents ANKD	19-12-2018 16:57	6020181219165708
Bidder Name : pavankd		
 pavankd	19-12-2018 17:10	6220181219171038

Complete Cover

Fig. 75

Click “” icon to view and download price bid excel sheet.






Actions	Sl.No	Document Name	Cover
	1	Prebid.xlsx	Cover Two
	2	Technicalbid.xlsx	Cover One
	4	testdocument2.pdf	Cover One
	5	testdocument.pdf	Cover One
	6	EligibilityDocs1.pdf	Cover One

Fig. 76

	A	B	C	D	E
1	-				
3	NIT NO		NIT/DIV8/18-19/089		
4	NAME OF WORK		Construction of boys hostel		
5	Proforma for quoting the rates				
6	Name & Address of Bidder		R R Contructions		
7	Mobile No. Fax No. e-mail ID.		908998980		
8	SR.NO	Name of Work Daily Work	Rates in Rs.** (In Figures)	GST	TOTAL
9	1	Civil work	82726221	12%	86862532.05
10	2	Electrical work	89088156	12%	105124024.1
11	3	AC	7983100	12%	8781410
12	4	Other works	156000	12%	199680
13		G.Total			200967646.1

Fig. 77

To view the comparative statement, qualify the bid documents of each participated bidder.

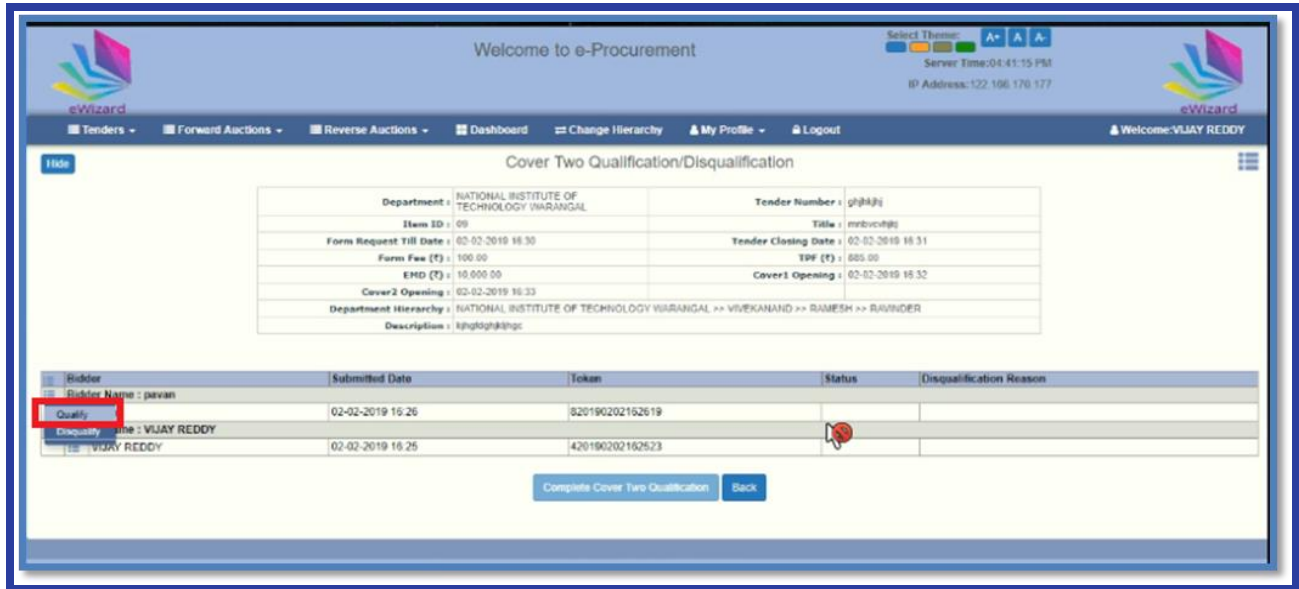


Fig. 78

Notification message will appear for final confirmation, user need to click on “Ok” tab.

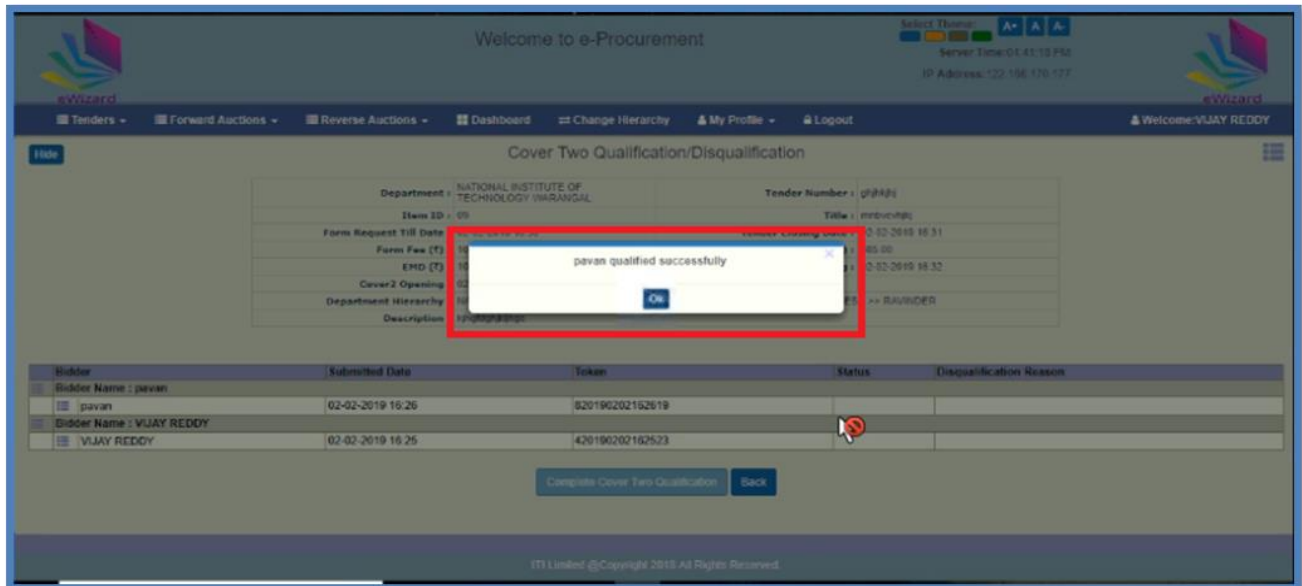


Fig 79

Complete the cover two opening by clicking on “Complete Cover Two Qualification” tab.

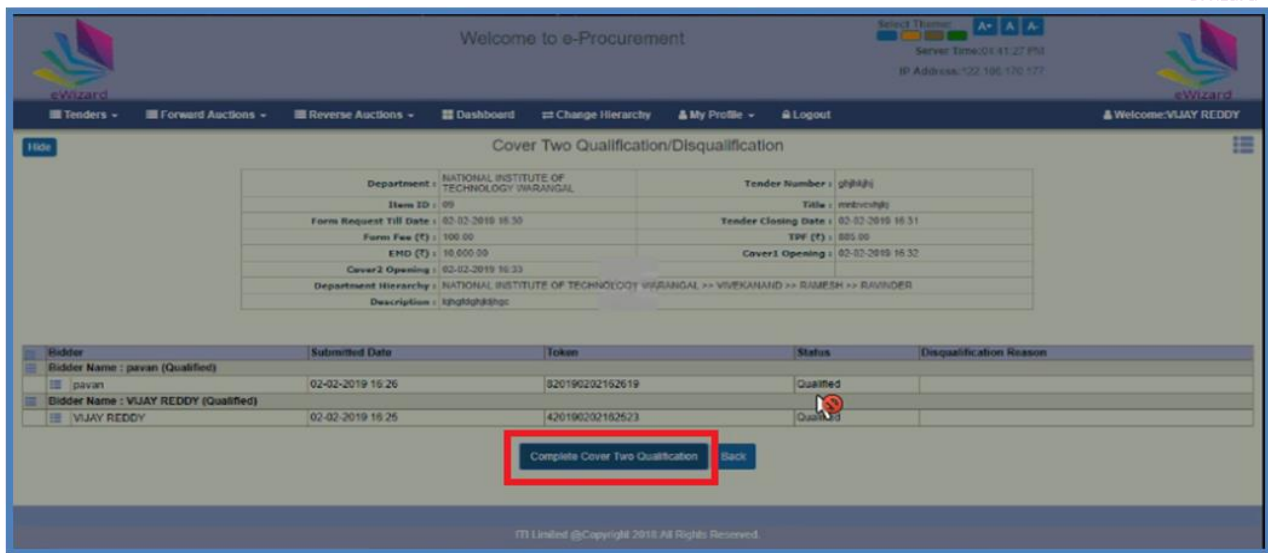


Fig 80

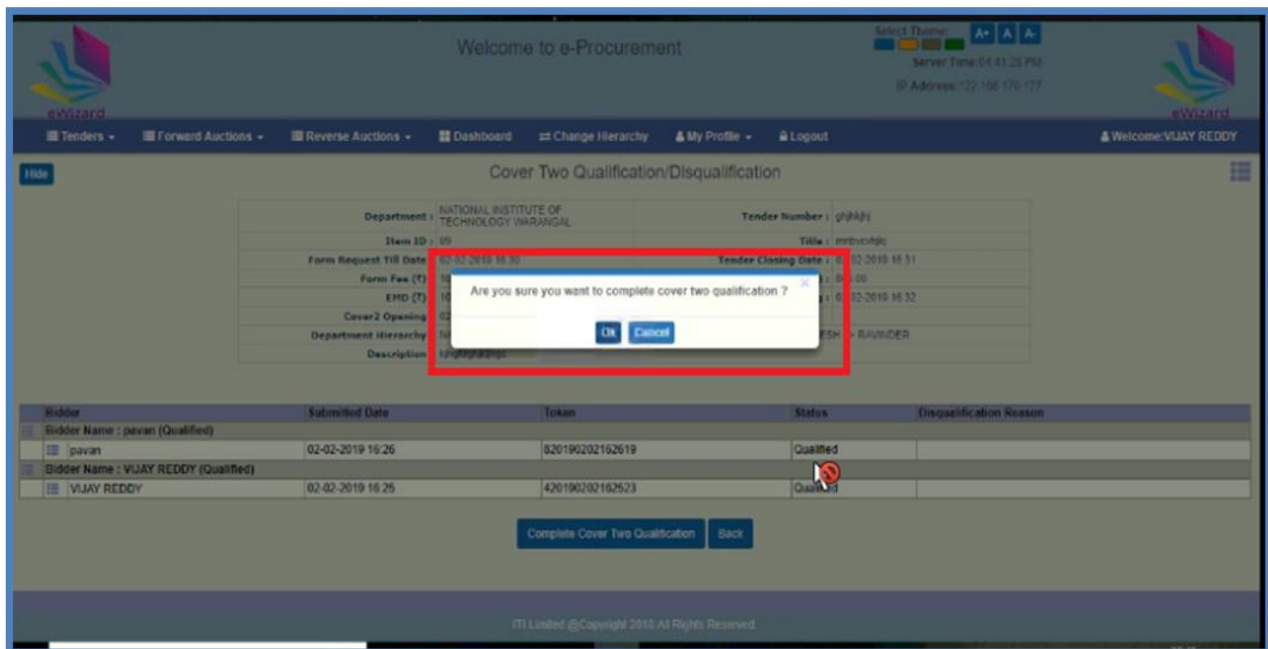
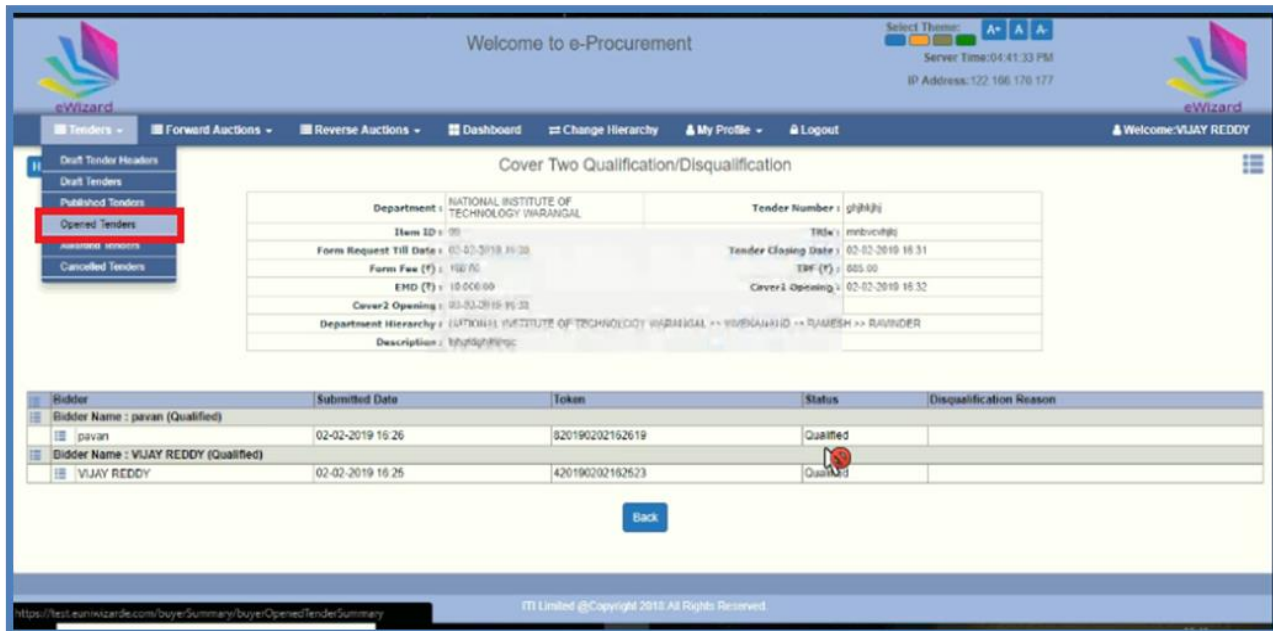


Fig 81

Now again click on “Opened Tenders” tab, to view the comparison statement of the cover two qualifying bidders for evaluation purpose.



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Select Theme: [Color Selection] A+ A A-

Server Time: 04:41:33 PM
IP Address: 122.166.170.177

Tenders - Forward Auctions - Reverse Auctions - Dashboard - Change Hierarchy - My Profile - Logout

Welcome: VIJAY REDDY

Opened Tenders

Cover Two Qualification/Disqualification

Department :	NATIONAL INSTITUTE OF TECHNOLOGY WARANGAL	Tender Number :	gjhkhj
Item ID :	09	Title :	mtbvchjkj
Form Request Till Date :	02-02-2019 16:30	Tender Closing Date :	02-02-2019 16:31
Form Fee (₹) :	100.00	EMD (₹) :	605.00
EMD (₹) :	10,000.00	Cover2 Opening :	02-02-2019 16:32
Cover2 Opening :	02-02-2019 16:32		
Department Hierarchy :	NATIONAL INSTITUTE OF TECHNOLOGY WARANGAL >> VIVEKANAND >> RAMESH >> RAVINDER		
Description :	mtbvchjkj		

Bidder	Submitted Date	Token	Status	Disqualification Reason
Bidder Name : pavan (Qualified)				
pavan	02-02-2019 16:26	820190202162619	Qualified	
Bidder Name : VIJAY REDDY (Qualified)				
VIJAY REDDY	02-02-2019 16:26	420190202162623	Qualified	

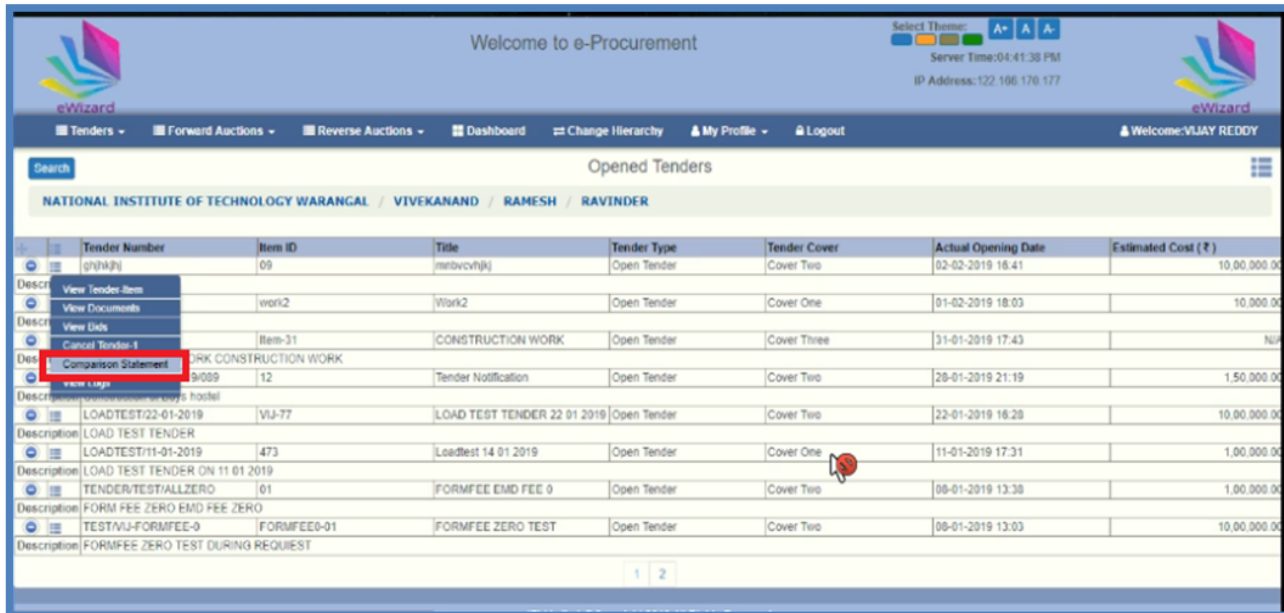
Back

http://test.eamwizard.com/buyer/Summary/buyer/OpenedTender/Summary

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Fig 82

Click on “Comparison Statement” tab, to proceed.



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IP Address: 122.166.170.177

Tenders - Forward Auctions - Reverse Auctions - Dashboard - Change Hierarchy - My Profile - Logout

Welcome: VIJAY REDDY

Comparison Statement

NATIONAL INSTITUTE OF TECHNOLOGY WARANGAL / VIVEKANAND / RAMESH / RAVINDER

Tender Number	Item ID	Title	Tender Type	Tender Cover	Actual Opening Date	Estimated Cost (₹)
gjhkhj	09	mtbvchjkj	Open Tender	Cover Two	02-02-2019 16:41	10,00,000.00
View Tender Item	wor12	Work2	Open Tender	Cover One	01-02-2019 18:03	10,000.00
View Documents	Item-31	CONSTRUCTION WORK	Open Tender	Cover Three	31-01-2019 17:43	N/A
Cancel Tender	3/009	12	Tender Notification	Open Tender	28-01-2019 21:19	1,50,000.00
View Logs	VIJ-77	LOAD TEST TENDER 22 01 2019	Open Tender	Cover Two	22-01-2019 16:28	10,00,000.00
Description: LOAD TEST TENDER						
Description: LOAD TEST TENDER ON 11 01 2019	473	Loadtest 14 01 2019	Open Tender	Cover One	11-01-2019 17:31	1,00,000.00
Description: TENDER/TEST/ALLZERO	01	FORMFEE EMD FEE 0	Open Tender	Cover Two	08-01-2019 13:38	1,00,000.00
Description: FORM FEE ZERO EMD FEE ZERO	FORMFEE0-01	FORMFEE ZERO TEST	Open Tender	Cover Two	08-01-2019 13:03	10,00,000.00
Description: FORMFEE ZERO TEST DURING REQUEST						

1 2

Fig 83

Click on “Generate Comparison Statement” tab for getting cover two comparative sheet.

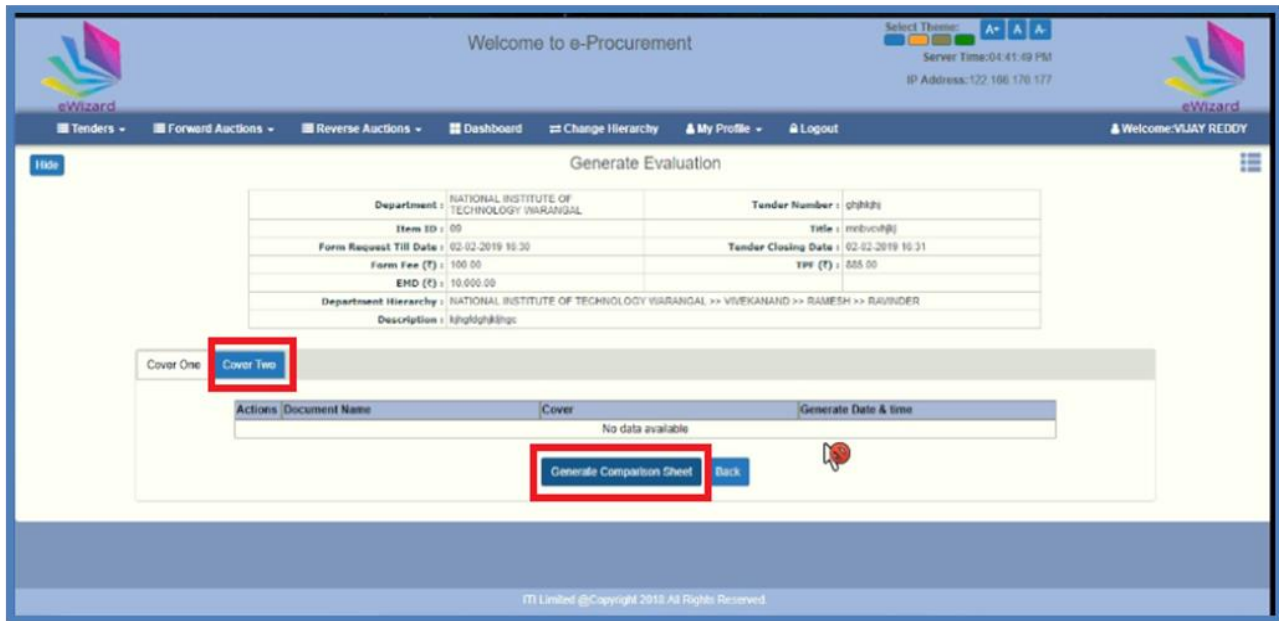


Fig 84

User has choice, to enter the desire cell range for generating cover 2 comparative sheet and save the cell range by clicking on “save” tab, notification message will reflect “cell range save successfully”. Now again click on “Generate Comparison Sheet” tab to proceed.

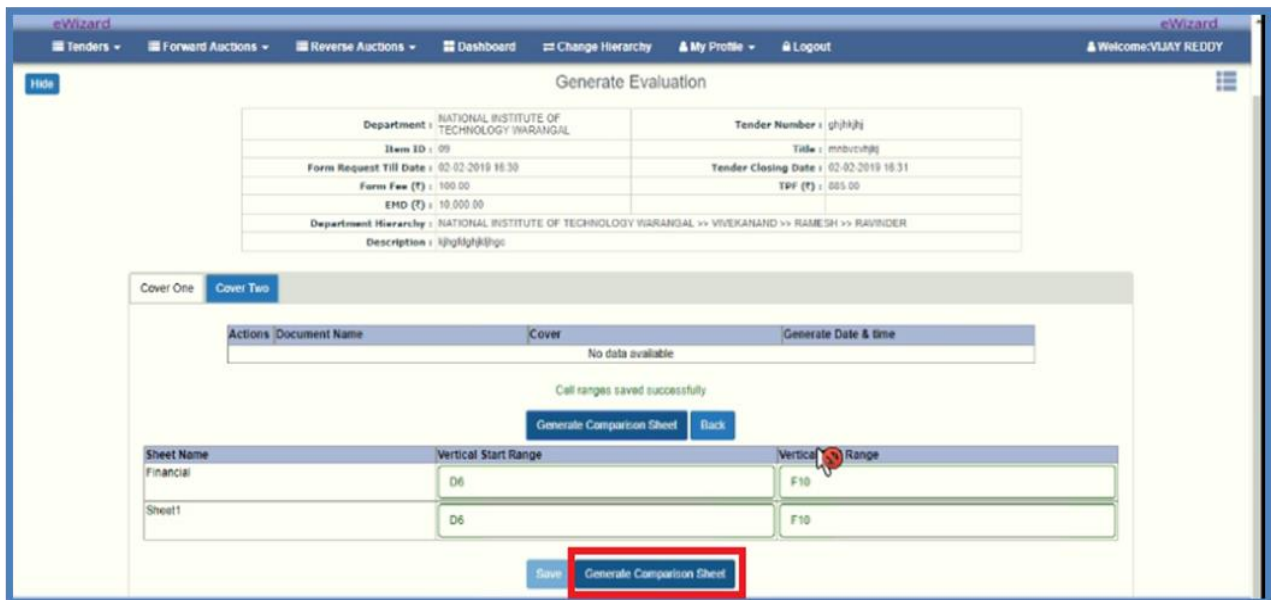


Fig 85

Now download final comparison statement sheet at desire location of your PC, as shown in below screens.

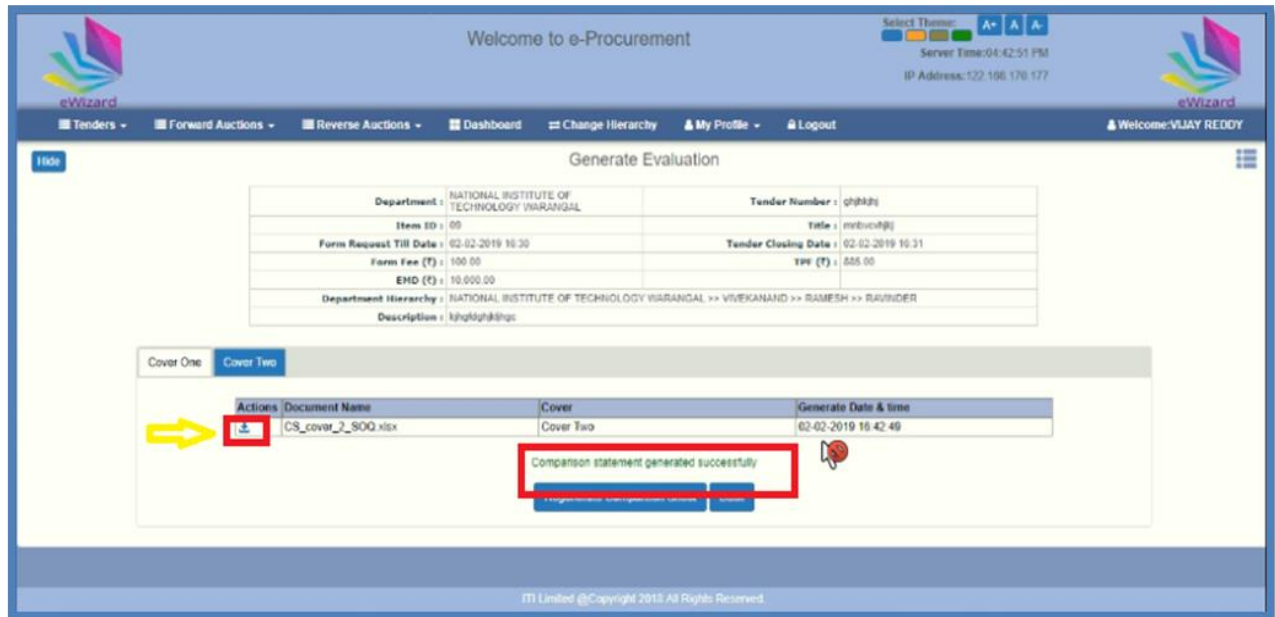


Fig 86

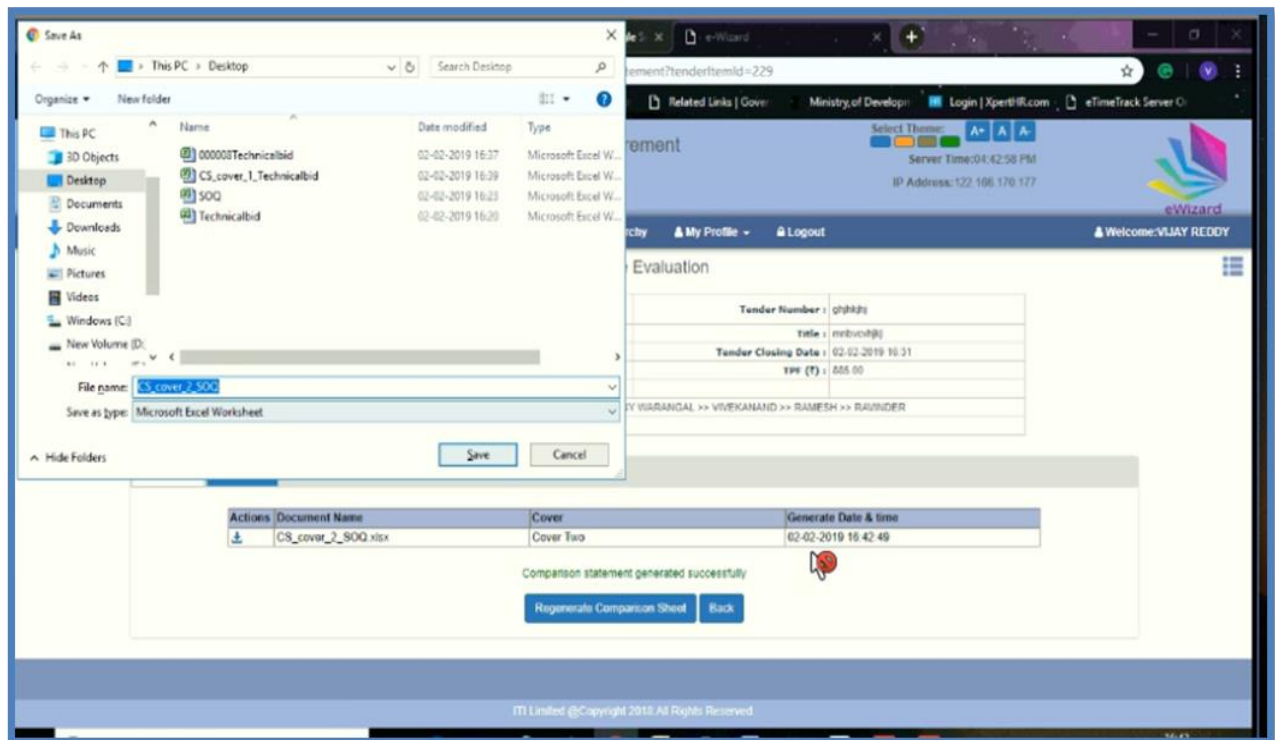
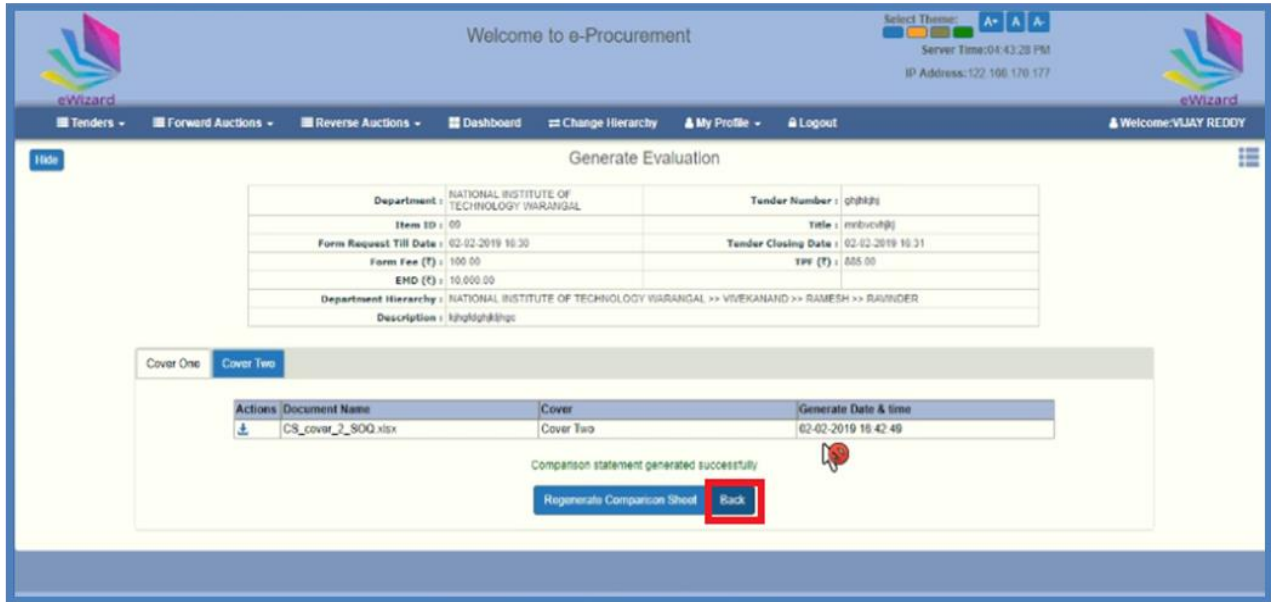


Fig 87

(8). Award Tender

(a) After completing tender evaluation, time to award a tender, click on “Back” tab for awarding tender.



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Navigation: Tenders - Forward Auctions - Reverse Auctions - Dashboard - Change Hierarchy - My Profile - Logout

Generate Evaluation

Department	NATIONAL INSTITUTE OF TECHNOLOGY WARANGAL	Tender Number	gjhkhj
Item ID	09	Title	mrbvcvhj
Form Request Till Date	02-02-2019 16:30	Tender Closing Date	02-02-2019 16:31
Form Fee (₹)	100.00	YFF (₹)	685.00
EMD (₹)	10,000.00		
Department Hierarchy	NATIONAL INSTITUTE OF TECHNOLOGY WARANGAL >> VIVEKANAND >> RAMESH >> RAVINDER		
Description	kjhghkjhgc		

Cover One | **Cover Two**

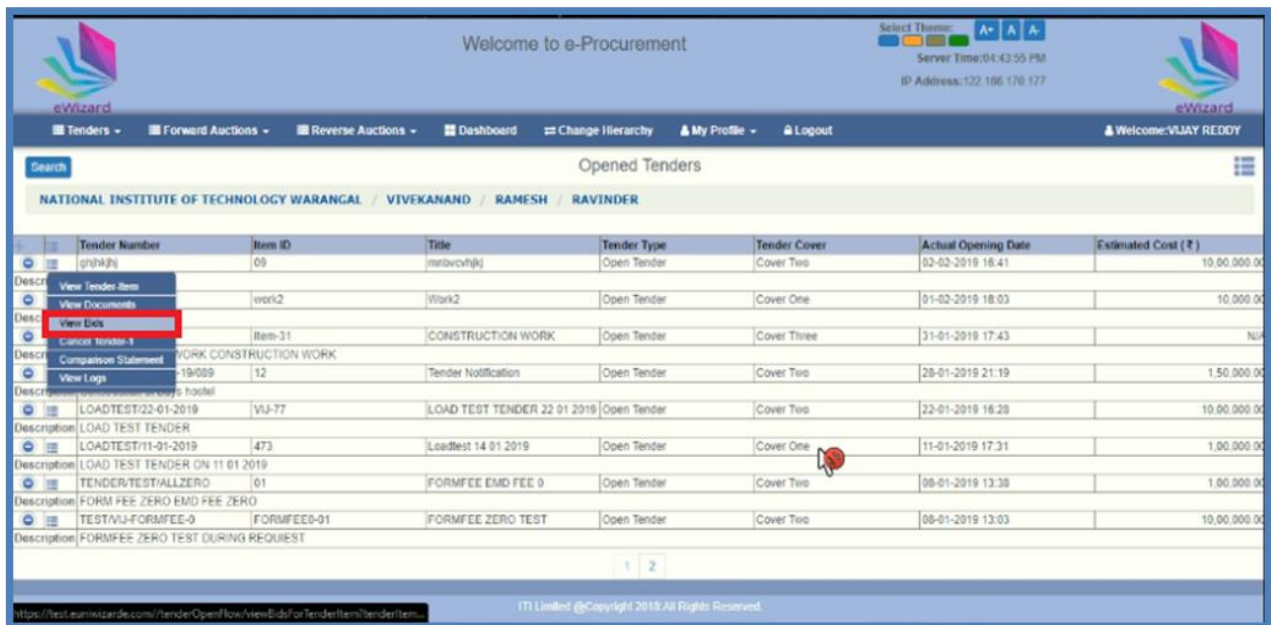
Actions	Document Name	Cover	Generate Date & time
	CS_cover_2_SQG.xlsx	Cover Two	02-02-2019 16:42:49

Comparison statement generated successfully

Buttons: Regenerate Comparison Sheet | **Back**

Fig 88

(b) Click on “View Bids” tab to proceed.



Welcome to e-Procurement

Select Theme: [Color Selection] A+ A A-

Server Time: 04:43:55 PM
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Navigation: Tenders - Forward Auctions - Reverse Auctions - Dashboard - Change Hierarchy - My Profile - Logout

Opened Tenders

NATIONAL INSTITUTE OF TECHNOLOGY WARANGAL / VIVEKANAND / RAMESH / RAVINDER

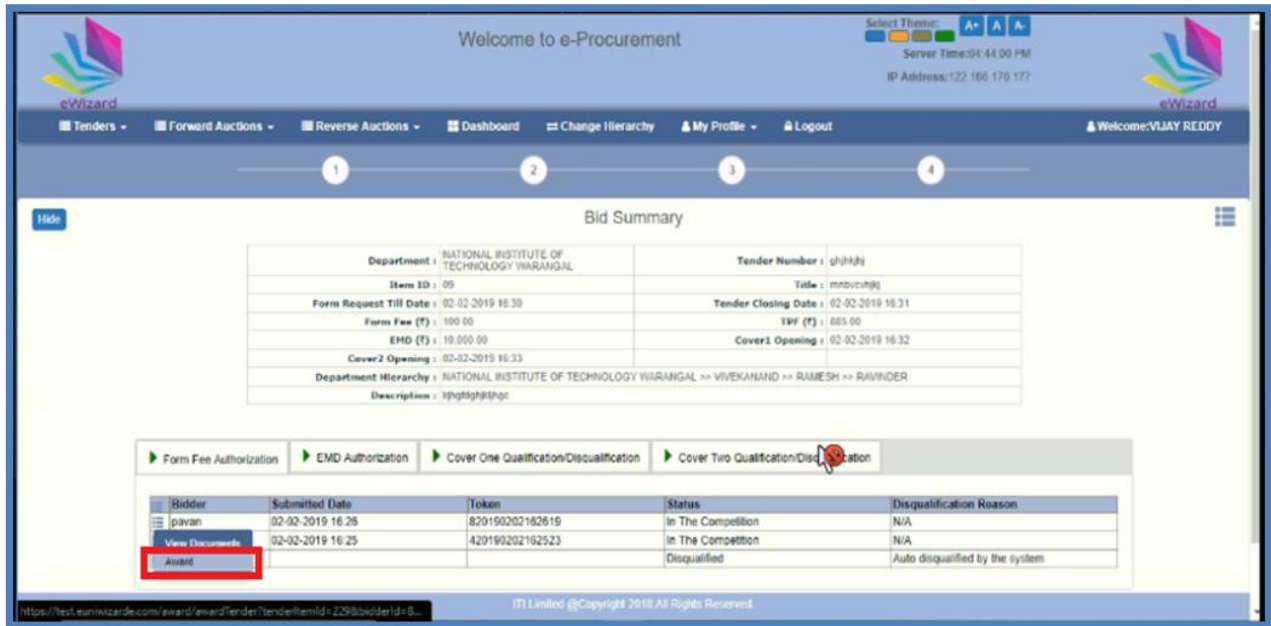
Tender Number	Item ID	Title	Tender Type	Tender Cover	Actual Opening Date	Estimated Cost (₹)
gjhkhj	09	mrbvcvhj	Open Tender	Cover Two	02-02-2019 16:41	10,00,000.00
	work2	Work2	Open Tender	Cover One	01-02-2019 18:03	10,000.00
	Item-31	CONSTRUCTION WORK	Open Tender	Cover Three	31-01-2019 17:43	N/A
	19/009	WORK CONSTRUCTION WORK	Open Tender	Cover Two	28-01-2019 21:19	1,50,000.00
	12	Tender Notification	Open Tender	Cover Two	28-01-2019 21:19	1,50,000.00
LOADTEST/22-01-2019	VJ-77	LOAD TEST TENDER 22 01 2019	Open Tender	Cover Two	22-01-2019 16:28	10,00,000.00
LOAD TEST TENDER						
LOADTEST/11-01-2019	473	Loadtest 14 01 2019	Open Tender	Cover One	11-01-2019 17:31	1,00,000.00
LOAD TEST TENDER ON 11 01 2019						
TENDER/TEST/ALLZERO	01	FORMFEE EMD FEE 0	Open Tender	Cover Two	08-01-2019 13:38	1,00,000.00
FORM FEE ZERO EMD FEE ZERO						
TEST/VJ-FORMFEE-0	FORMFEE0-01	FORMFEE ZERO TEST	Open Tender	Cover Two	08-01-2019 13:03	10,00,000.00
FORMFEE ZERO TEST DURING REQUEST						

Buttons: View Tender Item, View Documents, **View Bids**, Cancel Tender, Comparison Statement, View Logs

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Fig 89

(c) Now Click on “Award” tab for awarding tender to L1 bidder



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1 2 3 4

Hide

Bid Summary

Department :	NATIONAL INSTITUTE OF TECHNOLOGY WARANGAL	Tender Number :	ghhkhj
Item ID :	00	Title :	mrbucshj
Form Request Till Date :	02-02-2019 16:30	Tender Closing Date :	02-02-2019 16:31
Form Fee (₹) :	100.00	TFW (₹) :	885.00
EHD (₹) :	10,000.00	Cover1 Opening :	02-02-2019 16:32
Cover2 Opening :	02-02-2019 16:33		
Department Hierarchy :	NATIONAL INSTITUTE OF TECHNOLOGY WARANGAL >> VIVEKANAND >> RAMESH >> RAVINDER		
Description :	kjhghkshqz		

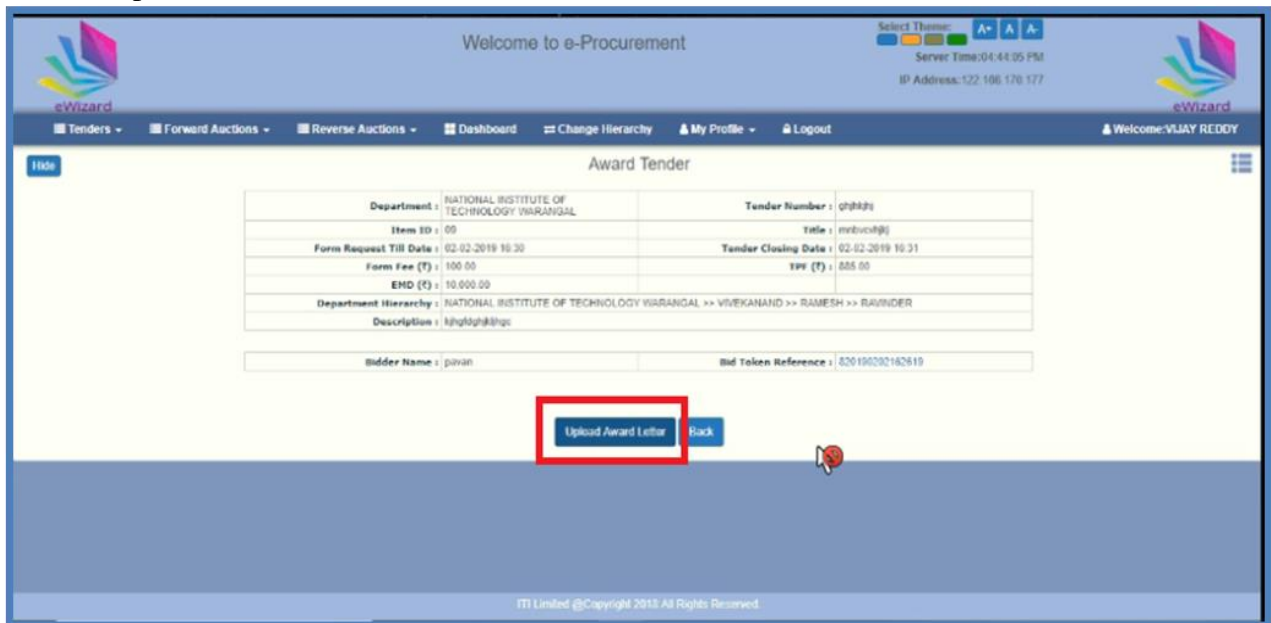
Form Fee Authorization EMD Authorization Cover One Qualification/Disqualification Cover Two Qualification/Disqualification

Bidder	Submitted Date	Token	Status	Disqualification Reason
pavan	02-02-2019 16:26	820190202162619	In The Competition	N/A
View Documents	02-02-2019 16:25	420190202162523	In The Competition	N/A
Award			Disqualified	Auto disqualified by the system

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Fig 90

(d) Now upload award letter for L1 bidder.



Welcome to e-Procurement

Server Time: 04:44:05 PM
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Award Tender

Department :	NATIONAL INSTITUTE OF TECHNOLOGY WARANGAL	Tender Number :	ghhkhj
Item ID :	00	Title :	mrbucshj
Form Request Till Date :	02-02-2019 16:30	Tender Closing Date :	02-02-2019 16:31
Form Fee (₹) :	100.00	TFW (₹) :	885.00
EHD (₹) :	10,000.00		
Department Hierarchy :	NATIONAL INSTITUTE OF TECHNOLOGY WARANGAL >> VIVEKANAND >> RAMESH >> RAVINDER		
Description :	kjhghkshqz		

Bidder Name :	pavan	Bid Token Reference :	820190202162619
---------------	-------	-----------------------	-----------------

Upload Award Letter Back

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Fig 91



Thank you

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Phone: 011-49606060.

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Effective Date: 23.09.2019	Validity: Till further revision