Bidder's Guide

<u>How to Log in</u>

Go to website: https://www.mstcecommerce.com

You may also directly log on to

https://www.mstcecommerce.com/auctionhome/mmb/assam/index_cl.jsp



Click on link 'Minor Mineral Block' and then on 'eAuction'



Click on link 'Minor Minerals Assam

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Login with your Userid and Password created at the time of registration. Select the district/ division name from the drop down menu.



Keep visiting this website for all latest information.

A pop message will appear for "Digital Signature Signing". Select your Digital Signature Certificate (DSC). DSC must be the same as provided at the time of registration.

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If the DSC is correct, successful signing message will appear.

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You are logged in now.

User ID, Password, Digital Signature certificate must be correct for successful login.



How to submit e-Payment for Application Fee and Pre Bid EMD.

Log in to your account as per procedure mentioned above. Select name of district/division correctly (where the mine block is located for which you intend to submit Application Fee Participation fee & Pre Bid EMD)

Following screen appears. Go to 'e-Payment' link



Select the correct event number. Amount to be paid appears automatically. Click on RTGS/NEFT.

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Following form appears. Fill up the form. Provide your debit account details in the form.

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After successful completion of above form, a Challan is generated.

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Go to your bank, submit the challan and request your bank to credit the required amount to MSTC as per details mentioned in Challan.

Login ID of bidders for participation is auto activated by System. In case of any issue, send email to MSTC mentioning details in following format highlighting the issue:-

MSTC Buyer Name	
MSTC Registration Number	
District where you intend to participate	

Mine for which you have submitted pre bid EMD	
MSTC E-Tender Ref No	
Amount Transferred	
Date of Transfer	
UTR No	
Bank	

How to submit Bid in Stage I E-Tender

After logging in with your user id and password, click on "Click for Bidding"



Go to "List for Tenders"



Go to "Bid Floor Manager"



Go to "Click Here"



Click on the link of Tender, you are interested to participate in.



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If you do everything as explained above, Your Bid is submitted. You shall also receive email regarding bid submission.

How to submit Bid in Stage II Forward E-Auction

After logging in with your user id and password, click on "Click for Bidding"



Click on Forward Auction.





List of Live Auctions appear as per your eligibility



Click on the E-Auction link and you shall be directed to e-auction floor as below.

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To submit your bid, type your bid in the text box as shown below. You shall be required to sign your each bid with your Digital Signature Certificate.

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You may revise your bid upwards any number of times during the forward e-auction with an increment of 1 or multiples of 1. E-Auction will be on floor till its scheduled closing time. However it may extend in auto extension mode also. Auto Extension time is 5 Minutes. i.e. if any bid is received during the closing 5 minutes, e-auction closing time will be extended by another 5 minutes from the point of receipt of bid. If the e-auction is in the auto extension mode, e-auction will be closed only when there is no bid during the last 5 minutes.