MSTC COAL BUYER REGISTRATION PROCESS

Please keep a note of the following instructions before proceeding further for coal buyer registration:

1. Prospective bidders must maintain a **Valid email Id** throughout the registration process. All the instructions during the registration process will be forwarded at this email ID only.

2. File size of color passport size photograph of Authorize Person and Signature should be under 50 KB.

3. File format for Photo and signature should be .JPG format.

4. File format for the registration documents (PAN & GST) should be PDF format.

5. Applicable Registration fee (*Rs 2000 plus Applicable GST (18%)* i.e. **Rs 2360/-** has to done by online mode only. Registration fee is non-refundable.

6. Since coal buyer registration process is completely automated, there is no need to send/email intimation or registration documents to this office.

7. After the activation of coal account, **Identity card (I- card)** will be issued by this office and dispatched at your registered address by Indian Speed Post. Docket reference number will be made available in bidder's login for smooth tracking.

8. In case registration is not activated after payment of registration fee, please contact us or email at <u>coalcell@mstcindia.co.in</u> along with your transaction details/Bank statement/copy of challan.

9. Please note that online coal buyer registration should be activated within 30 days from the date of online registration. In case, online registration is not activated within the mentioned time period, data will be automatically gets deleted.

10. For any Technical support, please contact MSTC Helpdesk No at **07969066600** during office time.

STAGES OF COAL BUYER REGISTRATION PROCESS



SAMPLE COAL BUYER REGISTRATION FOR GUIDANCE

MSTC website for coal buyer registration

https://www.mstcecommerce.com/coalauctionhome/

Click on Link-Register

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MSTC LIMITED Plot No. CF-18/2, Street No. 175 Action Area 1C Newtown, Kolkata- 700156 Phone: (+91-33-23400027)					
Register as Buyer Register as Seller					
copyright@MSTC Limited					
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Fill the form with information as per GST only as entered GST/PAN will be Auto-verified through GSTN portal

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Remaining portion of the form will be appended as soon as PAN is verified.

Please enter USER ID & PASSWORD and keep a note, as in the subsequent stages system will ask you to login using that user Id & Password and upload registration documents & pay registration fee.

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Contact Person:	democcalbuyer4
Address:	demo
City:	demo
Pincode:	700156
State:	Uttar Pradesh
Country:	INDIA
Email:	psoni@mstcindia.co.in
Mobile:	9903878019
FAX:	
PAN No.:	AAACNI255D
Preferred User Id:	democoalbuyer4
GST No.:	08AAACN0255D920
Banker's Name:	demo
Account Number:	2465436
Branch:	demo
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Once online registration form is successfully submitted, please login through the link-Login for New/Deactivated Bidders and upload PAN & GST and pay registration fee



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Copyright © MSTC Limited 2021 Best viewed in Internet Explorer (v10+)						

In case payment is done through RTGS/NEFT

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