Guide for Bidders of e-auction

(The following section is meant only to provide guidance to bidders about the bidding process on the website of MSTC. These guidelines are subject to change from time to time depending on the development of the portal. Bidders are advised to keep checking the latest guidelines from the website to keep themselves updated. They may also contact the offices of MSTC to seek clarification on any point. MSTC shall not be responsible for any mistake committed by any bidder or for any consequent loss to the bidder due to mis-understanding anything written hereunder.)

System Requirement

1) The following requirements need to be fulfilled for optimum use of the features available on the website of MSTC.

2) A computer connected to internet through an ISP.

3) The computer should have adequate RAM depending on version of Windows.

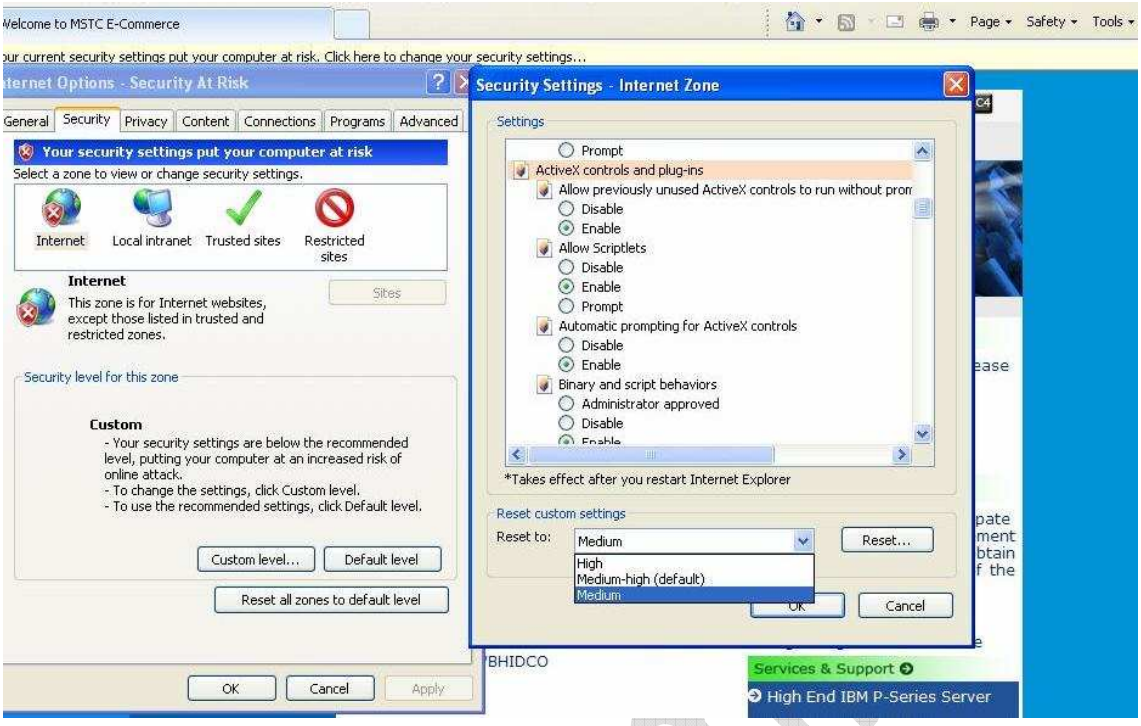
4) The computer (Desktop / Laptop) should have Windows XP SP3 or above as the Operating System.

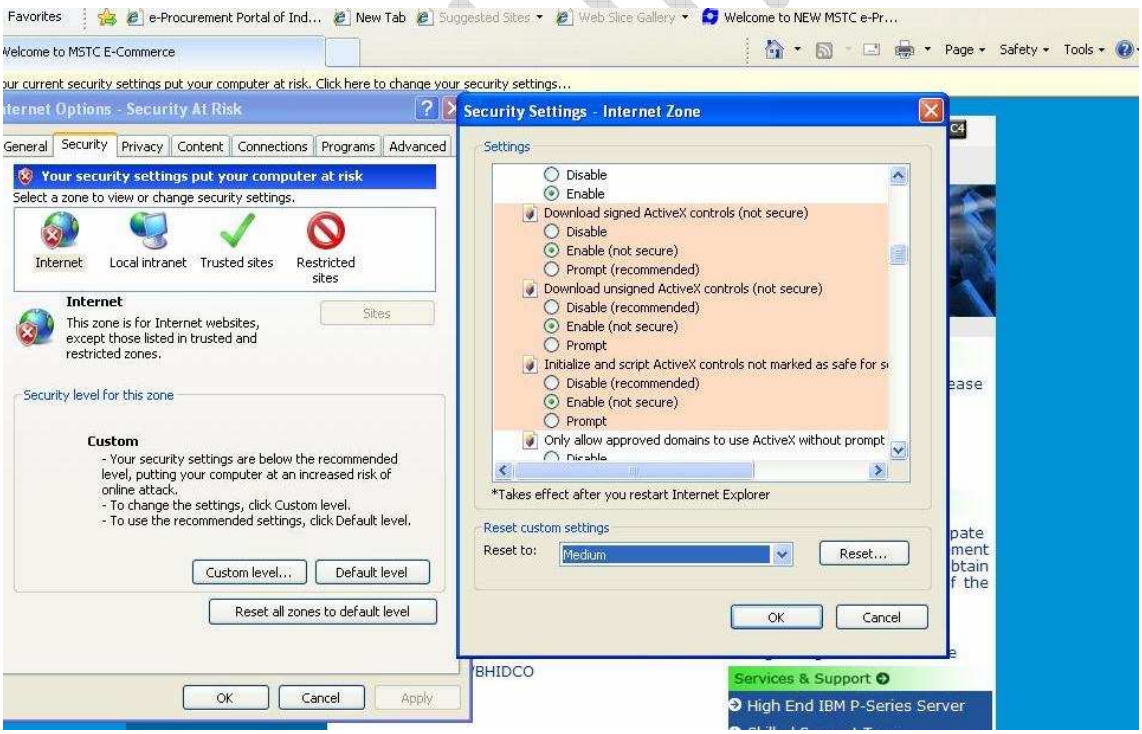
5) The website is best viewed in Internet Explorer version 7 or above.

6) All the ActiveX controls of the Internet Explorer should be set in **Enable** mode. As described below.

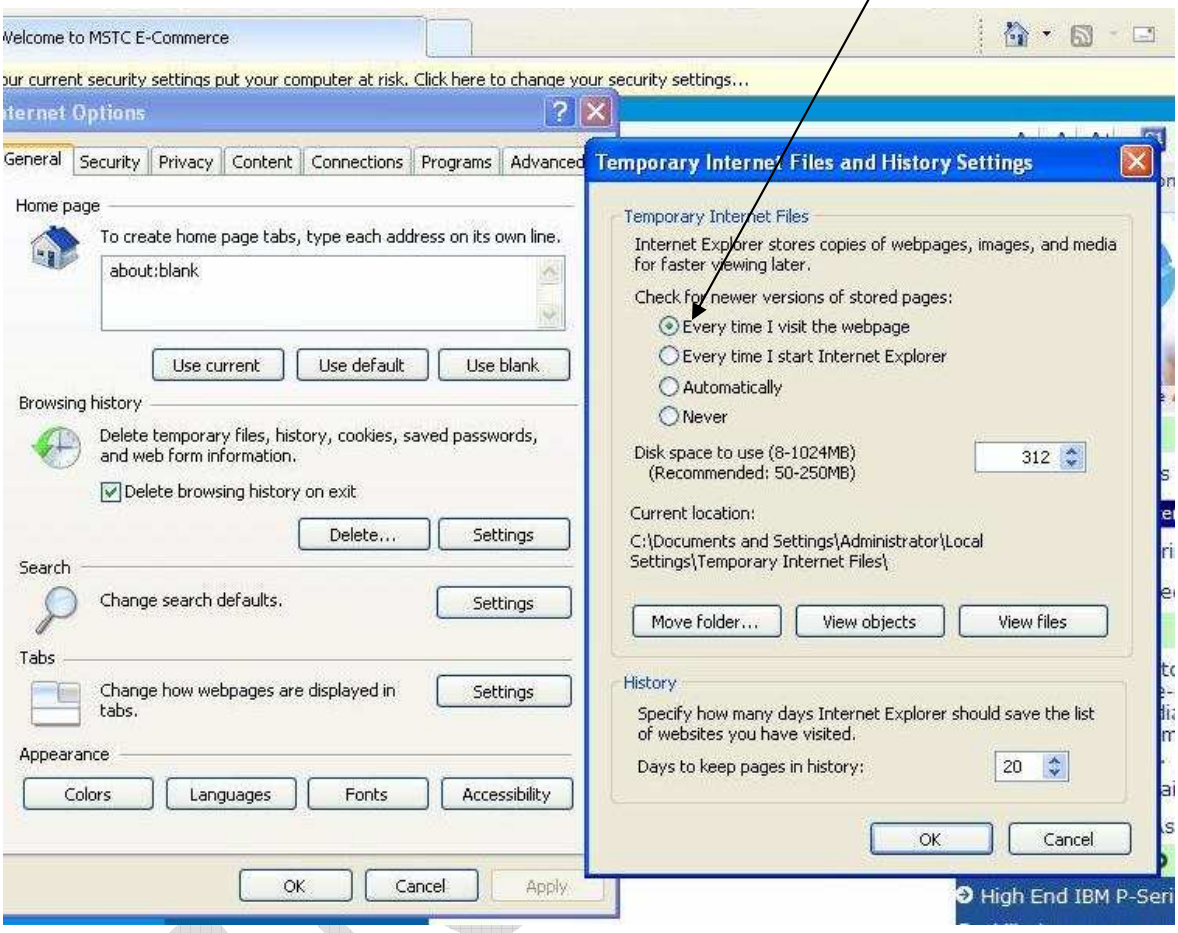
   Tools> Internet Options > Security > Custom level > Enable **ALL** Active–X Controls and Plug-ins

MSTC Limited

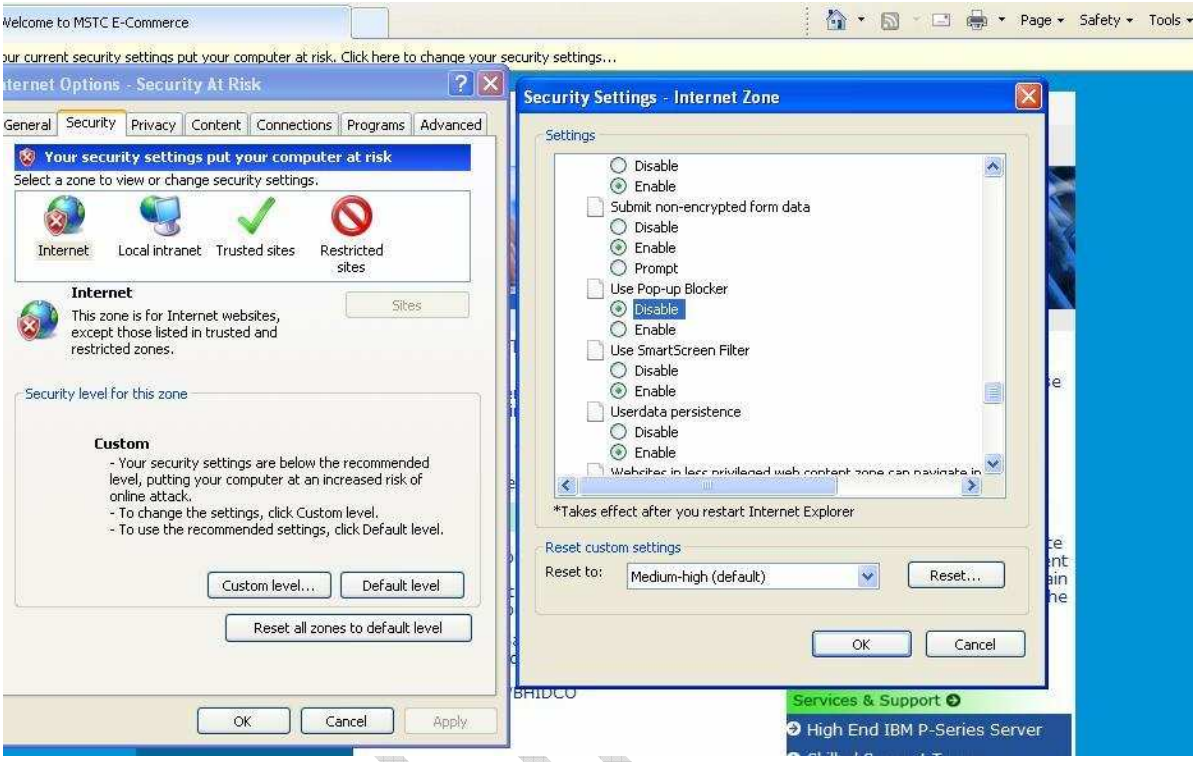

Welcome to MSTC E-Commerce
Page Safety Tools
ur current security settings put your computer at risk. Click here to change your security settings...
ternet Options - Security At Risk
General Security Privacy Content Connections Programs Advanced
Your security settings put your computer at risk
Select a zone to view or change security settings.
Internet Local intranet Trusted sites Restricted sites
Internet
This zone is for Internet websites, except those listed in trusted and restricted zones.
Sites
Security level for this zone
Custom
- Your security settings are below the recommended level, putting your computer at an increased risk of online attack.
- To change the settings, click Custom level.
- To use the recommended settings, click Default level.
Custom level... Default level
Reset all zones to default level
OK Cancel Apply
Security Settings - Internet Zone
Settings
Prompt
ActiveX controls and plug-ins
Allow previously unused ActiveX controls to run without prom
Disable
Enable
Allow Scriptlets
Disable
Enable
Prompt
Automatic prompting for ActiveX controls
Disable
Enable
Binary and script behaviors
Administrator approved
Disable
*Takes effect after you restart Internet Explorer
Reset custom settings
Reset to: Medium
Reset...
High
Medium-high (default)
Medium
OK Cancel
BHIDCO
Services & Support
High End IBM P-Series Server


Favorites e-Procurement Portal of Ind... New Tab Suggested Sites Web Slice Gallery Welcome to NEW MSTC e-Pr...
Welcome to MSTC E-Commerce
Page Safety Tools
ur current security settings put your computer at risk. Click here to change your security settings...
ternet Options - Security At Risk
General Security Privacy Content Connections Programs Advanced
Your security settings put your computer at risk
Select a zone to view or change security settings.
Internet Local intranet Trusted sites Restricted sites
Internet
This zone is for Internet websites, except those listed in trusted and restricted zones.
Sites
Security level for this zone
Custom
- Your security settings are below the recommended level, putting your computer at an increased risk of online attack.
- To change the settings, click Custom level.
- To use the recommended settings, click Default level.
Custom level... Default level
Reset all zones to default level
OK Cancel Apply
Security Settings - Internet Zone
Settings
Disable
Enable
Download signed ActiveX controls (not secure)
Disable
Enable (not secure)
Prompt (recommended)
Download unsigned ActiveX controls (not secure)
Disable (recommended)
Enable (not secure)
Prompt
Initialize and script ActiveX controls not marked as safe for s
Disable (recommended)
Enable (not secure)
Prompt
Only allow approved domains to use ActiveX without prompt
*Takes effect after you restart Internet Explorer
Reset custom settings
Reset to: Medium
Reset...
OK Cancel
BHIDCO
Services & Support
High End IBM P-Series Server

7) The settings under Browsing History (Under Tools → Internet Options → General) for Check for newer versions of web pages should be kept at **Every time I visit the webpage** as shown below.



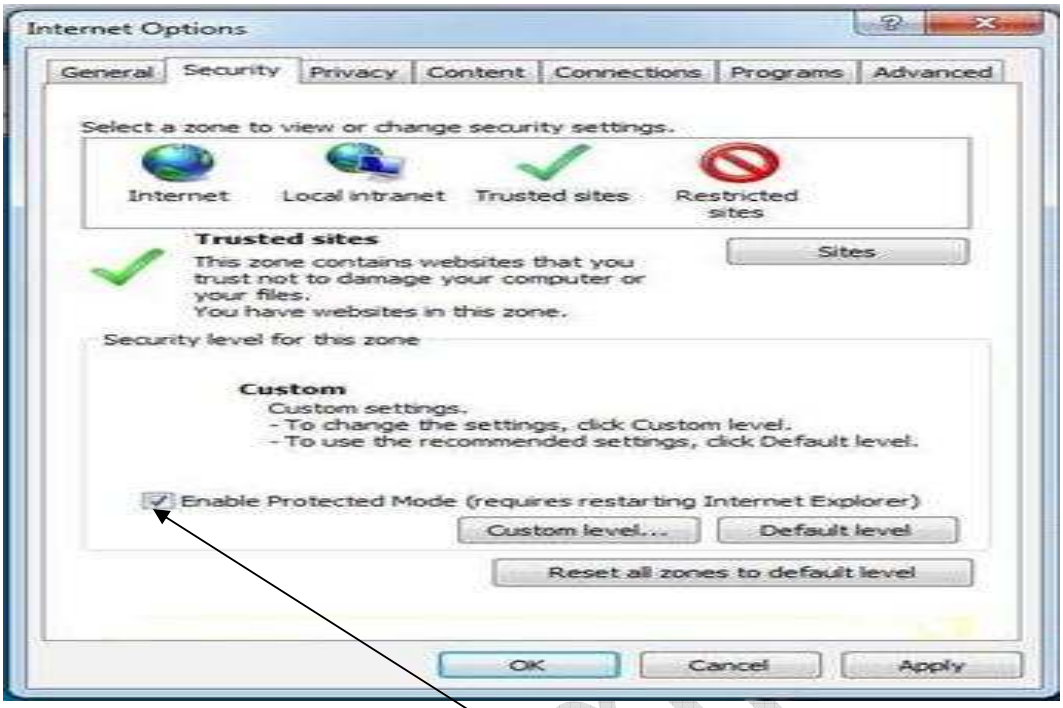
8) All Pop-Blockers should be kept in **Disable** or turn off mode.



9) Scripting should be in **Enable** mode under Tools -> Internet Options -> Security -> Custom Level.

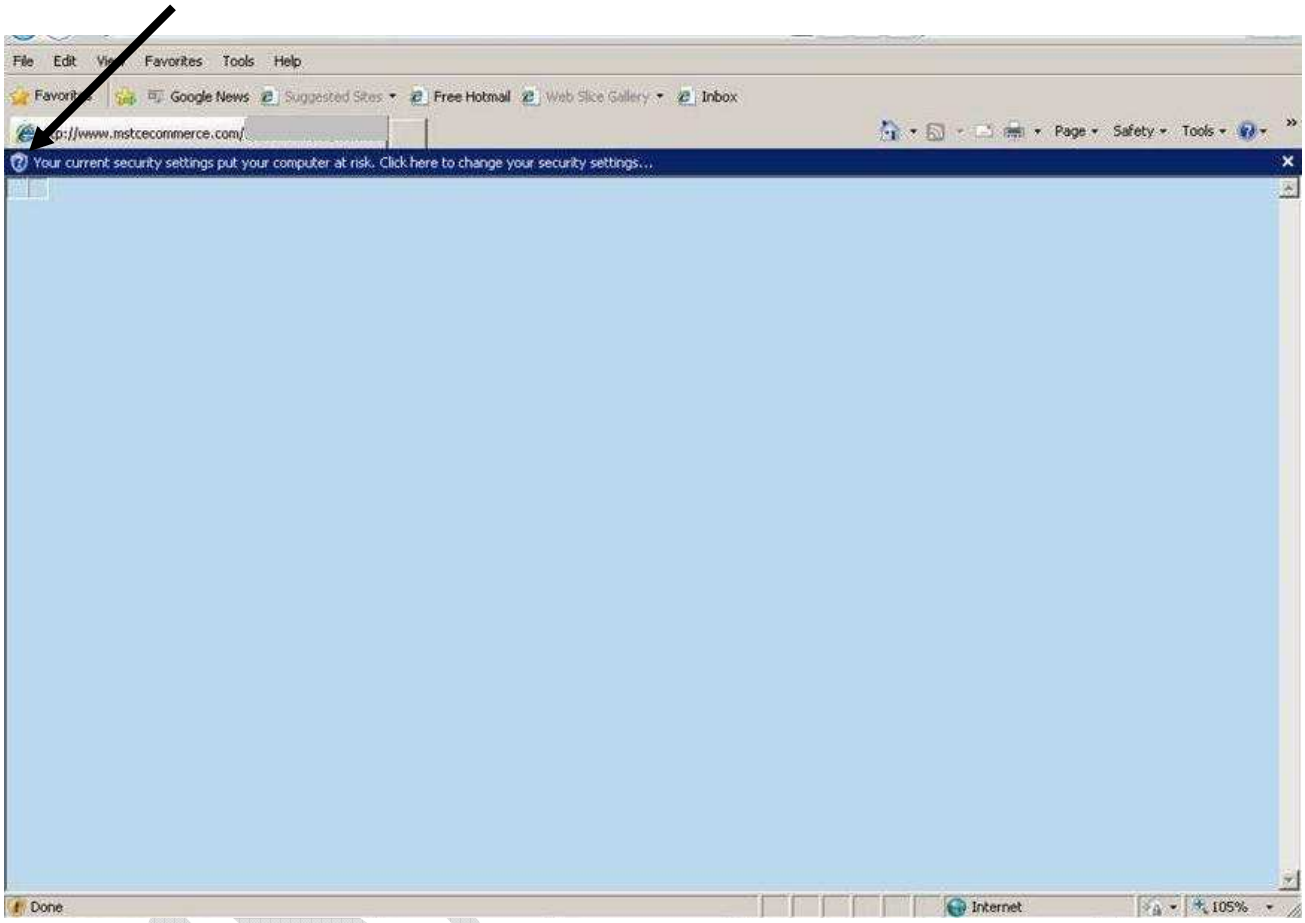
10) The protected mode of the computer should be turned off for higher version of Windows where available.

MSTC



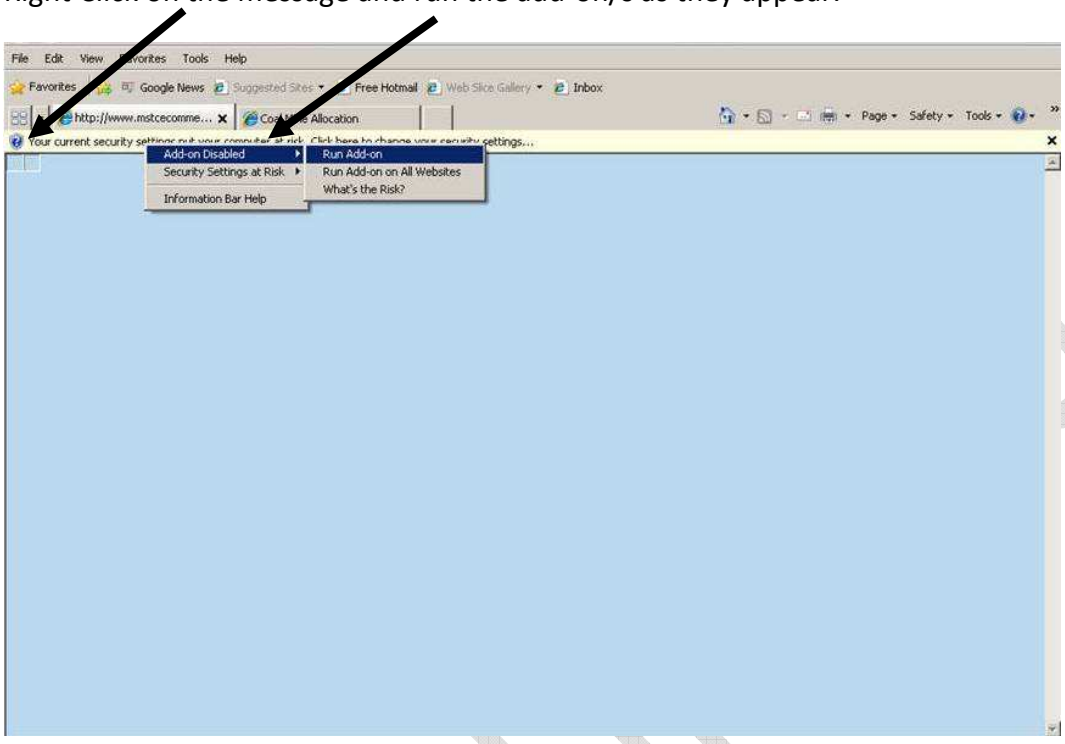
Under Tools> Internet Options > Security > There is a check box **"ENABLE PROTECTED MODE".** To enable the Digital Signature Certificate appear in the Signer the box should be unchecked as shown below.

After changing the settings the message might appear on your screen "**Your current security settings put your computer at risk. Click here to change your security settings"** as shown in subsequent screenshots. This should not be fixed unless it appears with a blue question mark as shown below.

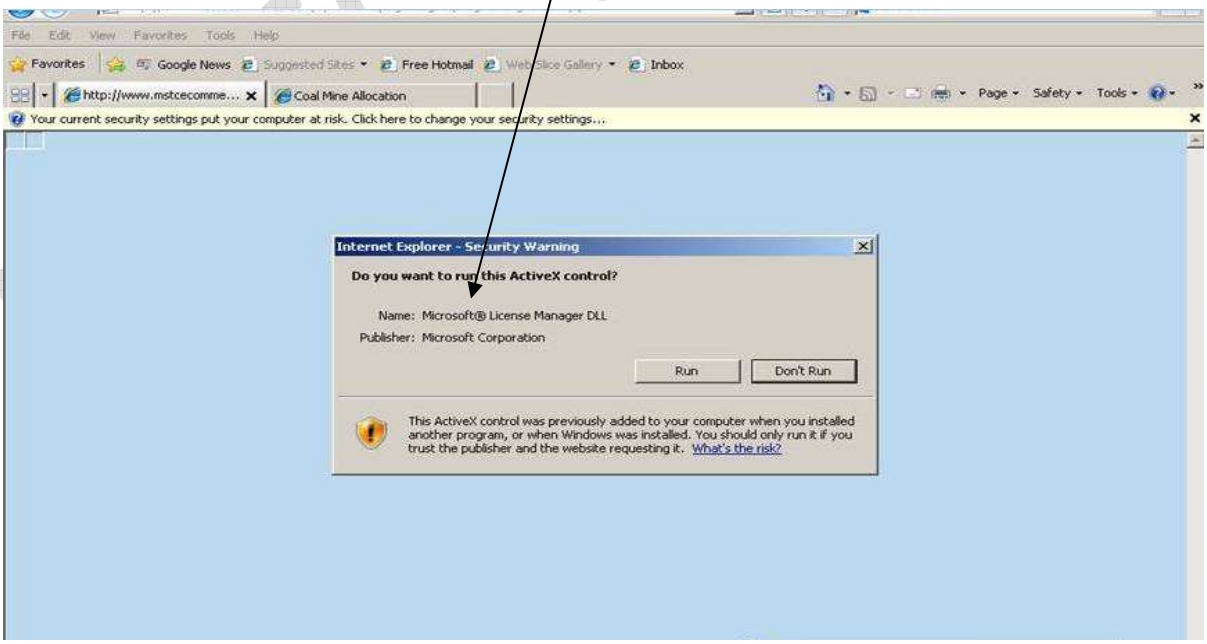


In the above case, the **blue question mark** sign indicates that add-on/s want to run. That should be done by right clicking on the icon and running the add-ons as shown in subsequent screenshots.

Right Click on the message and run the add-on/s as they appear.



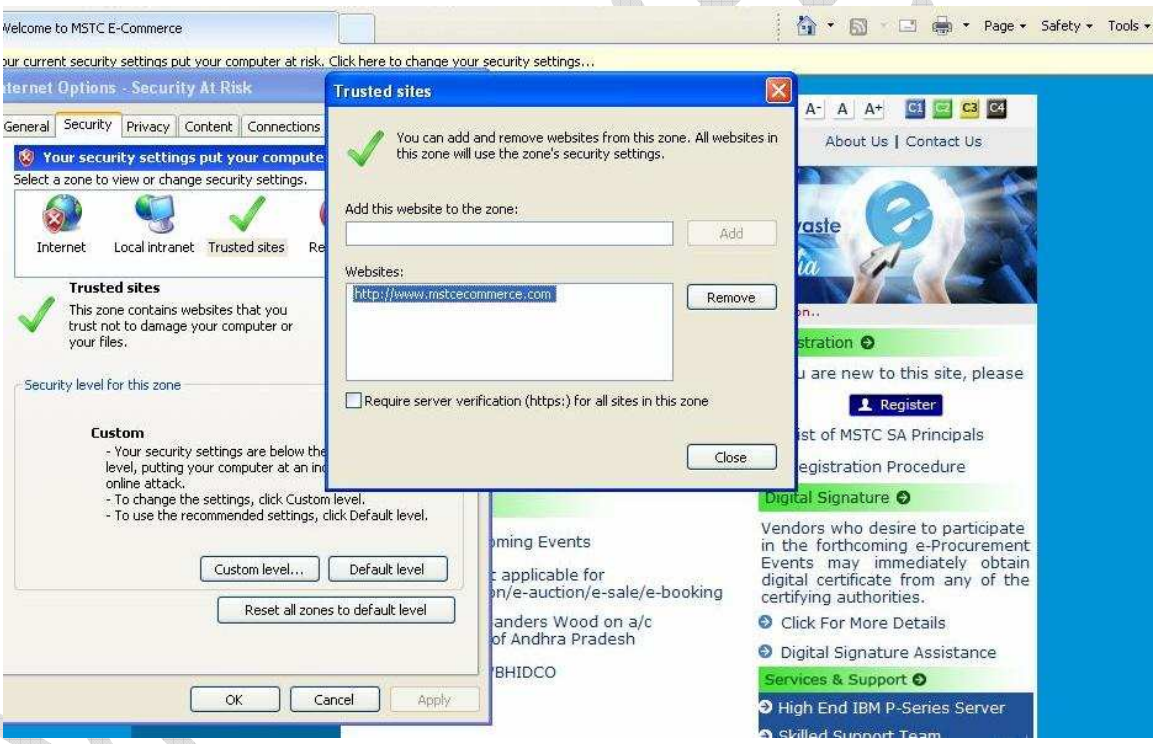
A sample add-on is shown below when the add-on wants to run. Click on run to allow that add-on.



Another add-on "**TCS Signer" (cab file)** also needs to run similarly to allow DSC's to sign digitally.

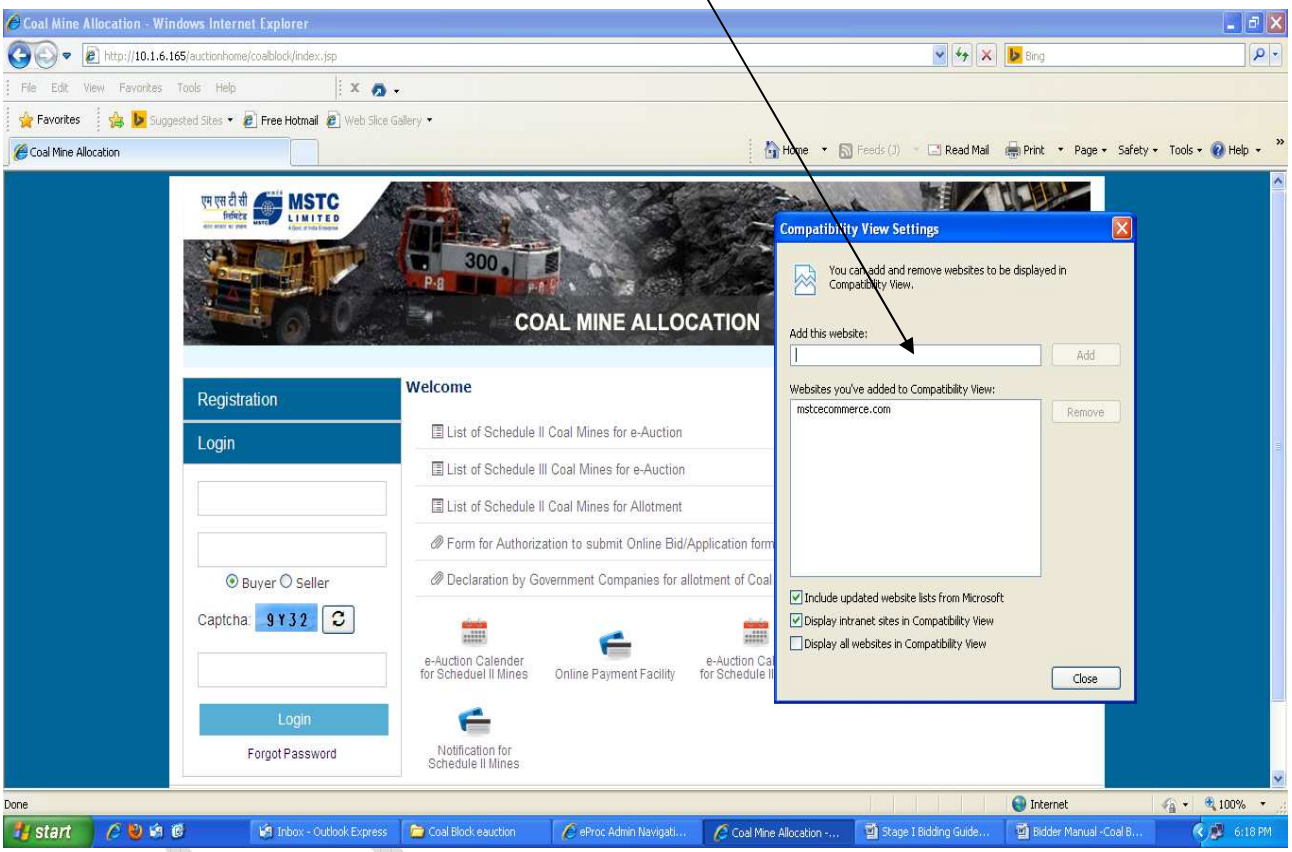
11) Latest Drivers for your Digital Signature Certificate should be installed properly in the computer.

12) The website https://www.mstcecommerce.com should be added to the list of Trusted Sites.



13) The website https://www.mstcecommerce.com should be added to the list of Compatibility View Settings under Tools.

Tools > Compatibility View Settings > Add our website

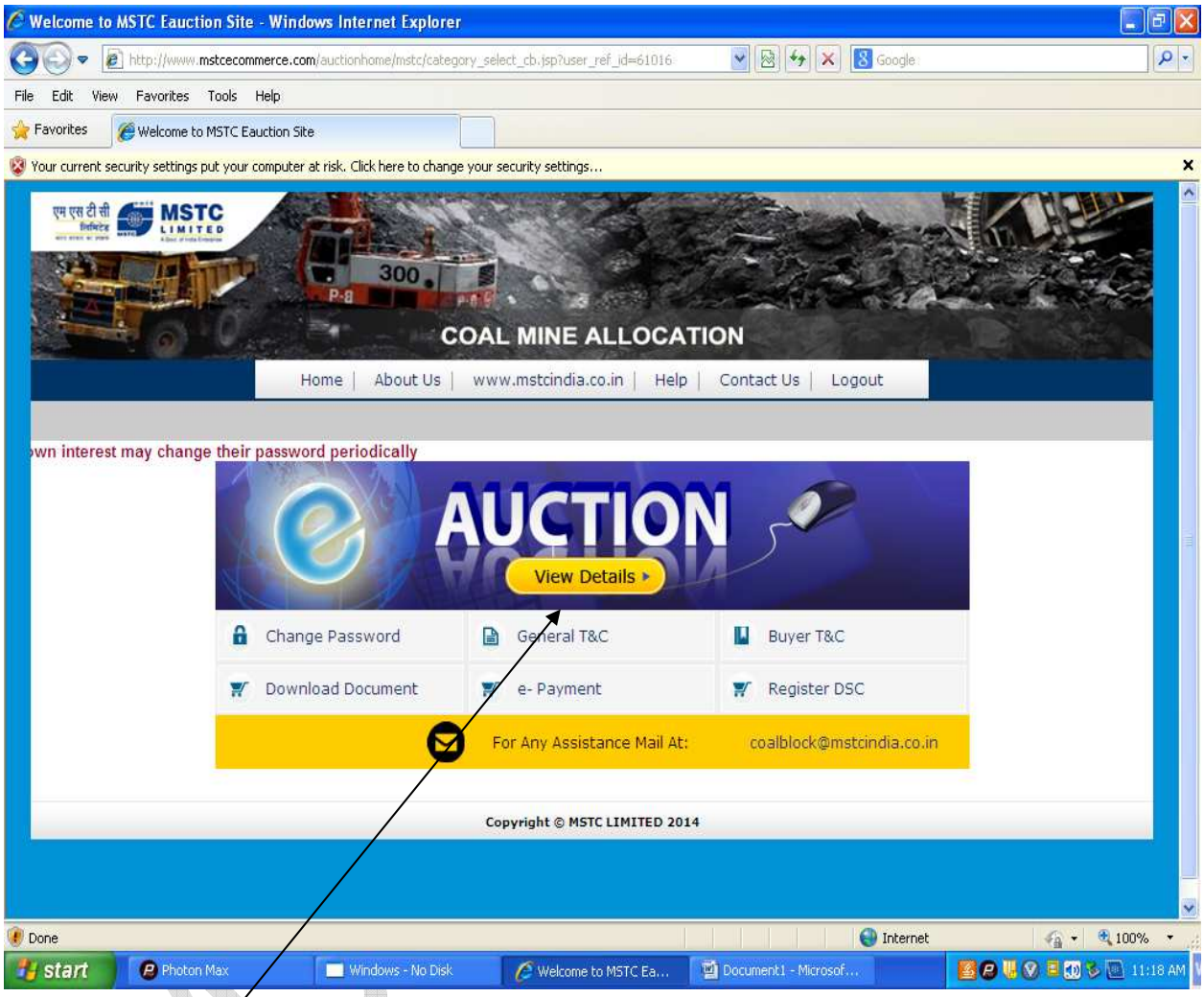


14) The computer should have Java Runtime Environment version 7 update 9 or above installed in it.

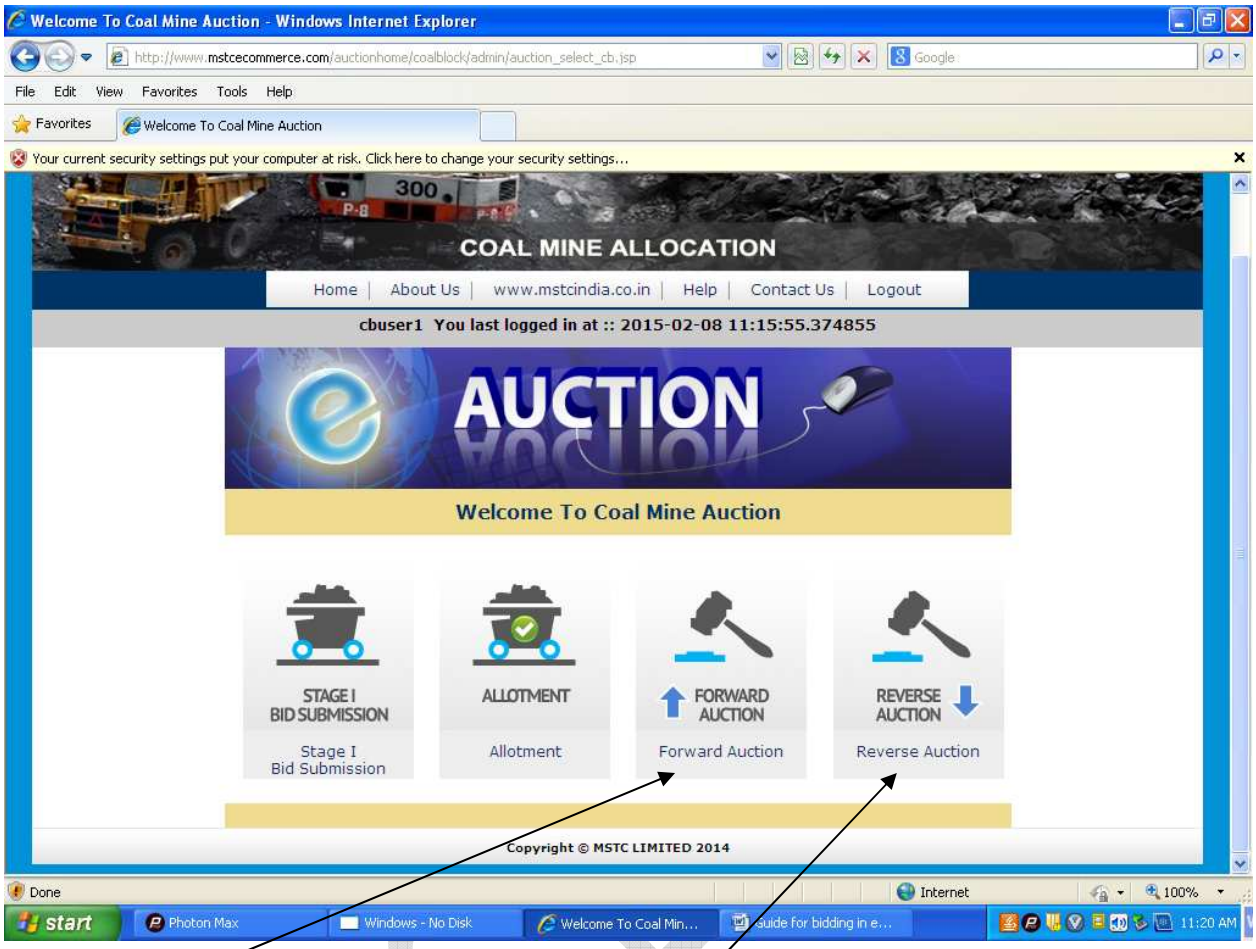
15) Windows user should have administrative privilege to install packages on being prompted on screen like TCS signer certificate needs to be installed for DSC operation, java applet needs to be loaded etc.

Bidding

Login with your user id and password. The following screen will appear.

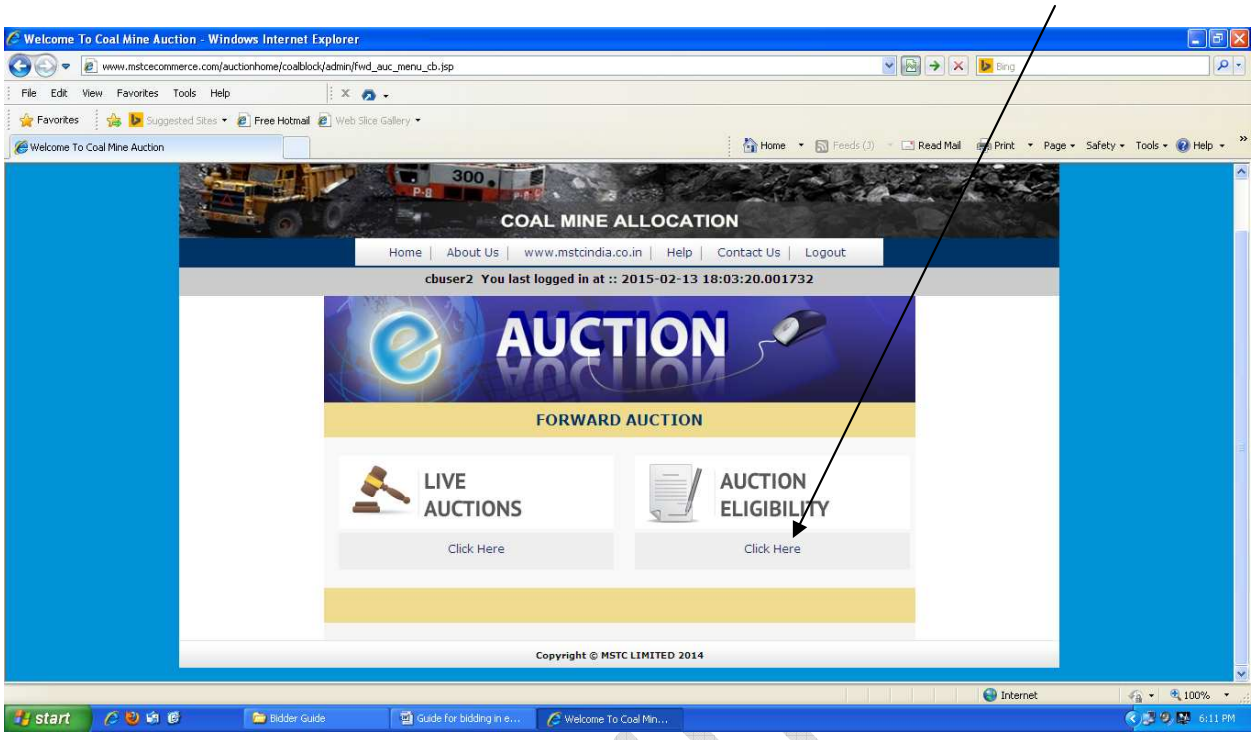


Click on View Details. The following screen will appear.

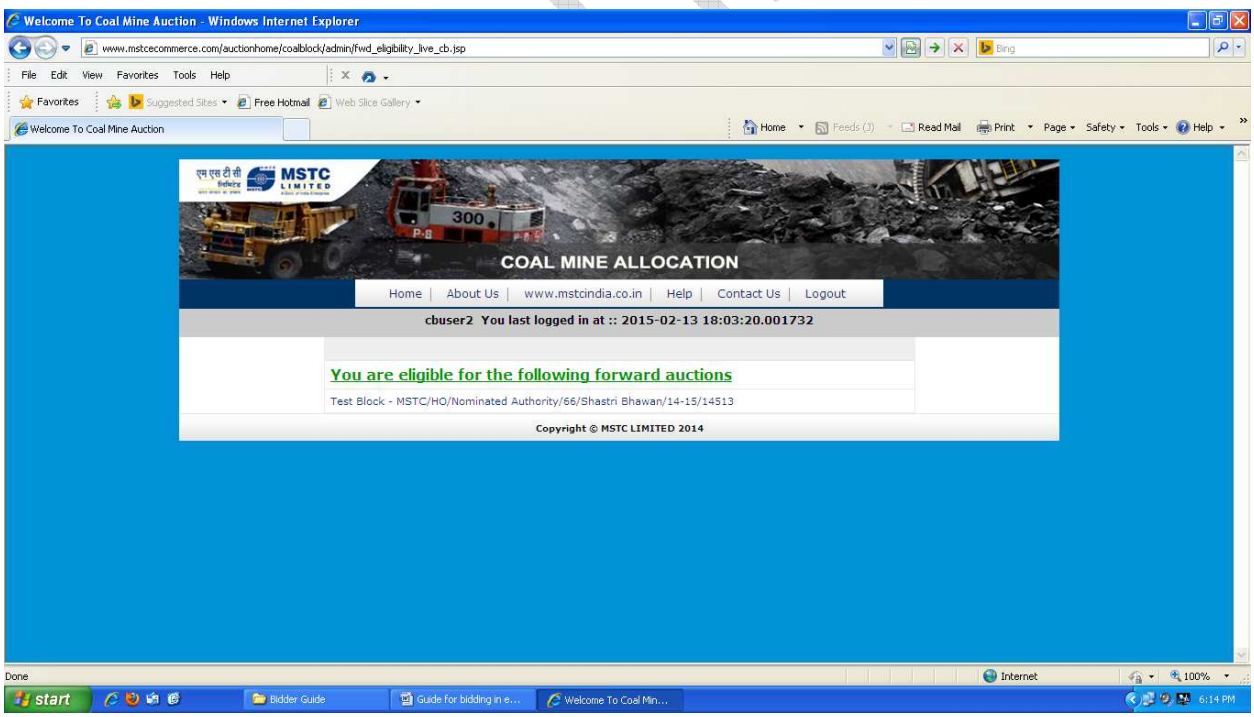


Click on Forward Auction (if you are bidding for Non Power sector coal mines). The following screen will appear. For Power sector coal mines, click on Reverse Auction.

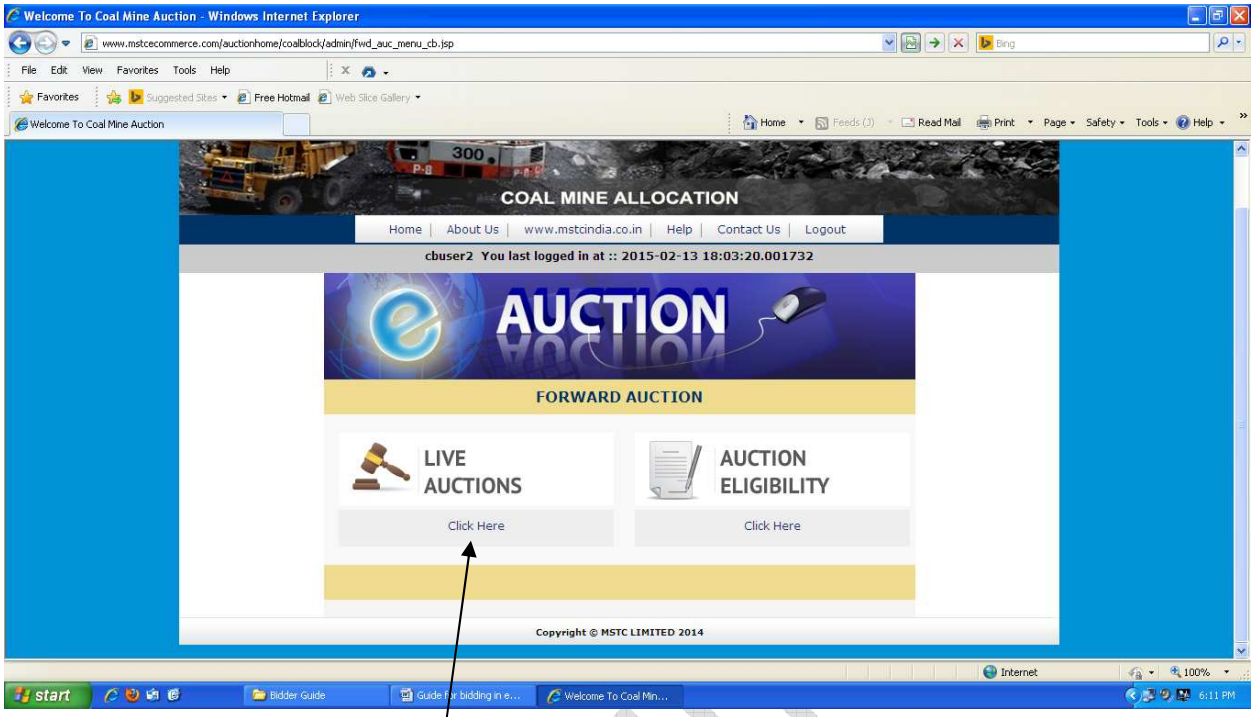
To check your eligibility for any e-auction click on Click Here under Auction Eligibility.



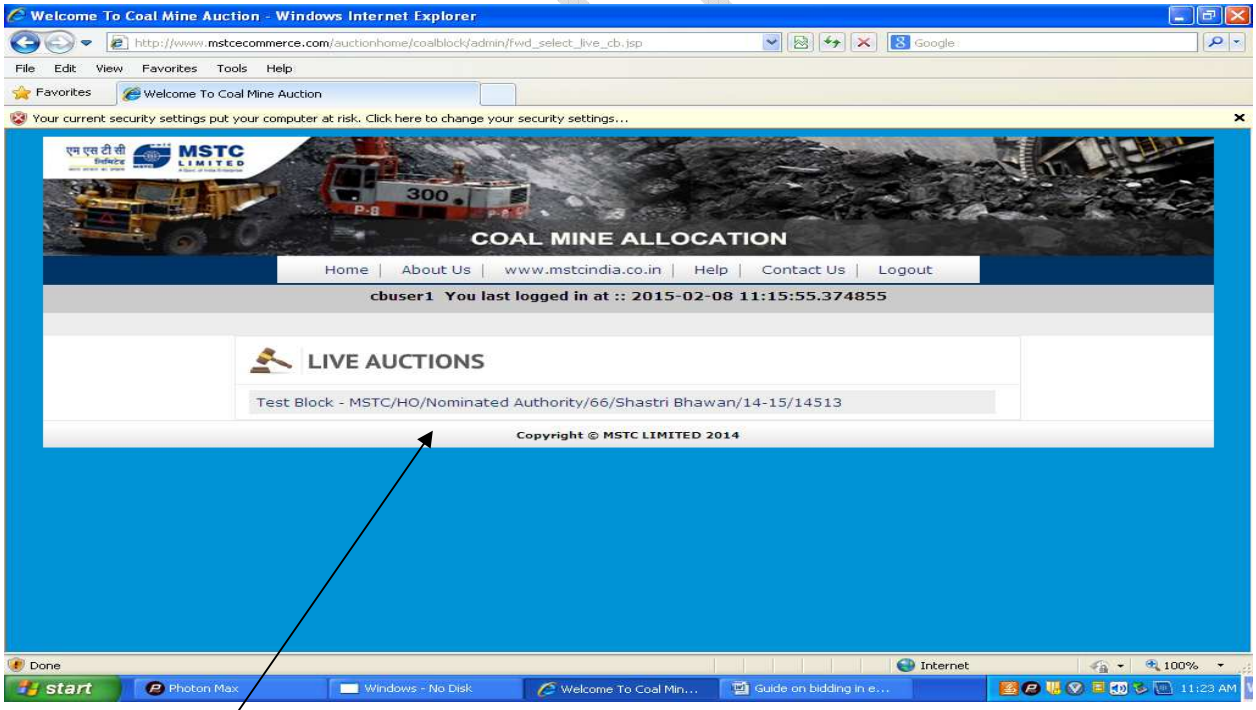
It will display the auctions in which the bidder has been qualified to participate.



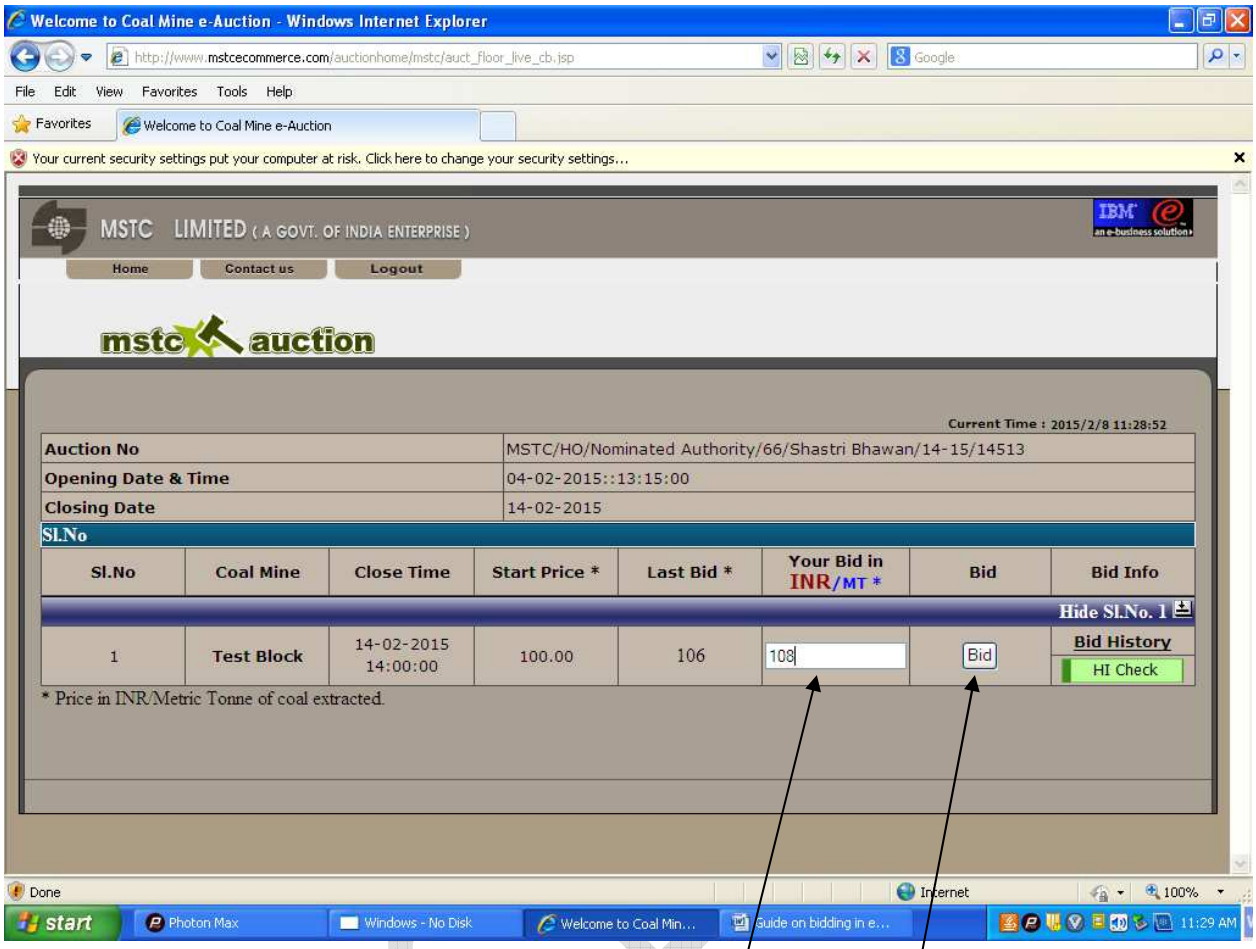
Bidders are advised to check this link in advance before start of any e-auction.



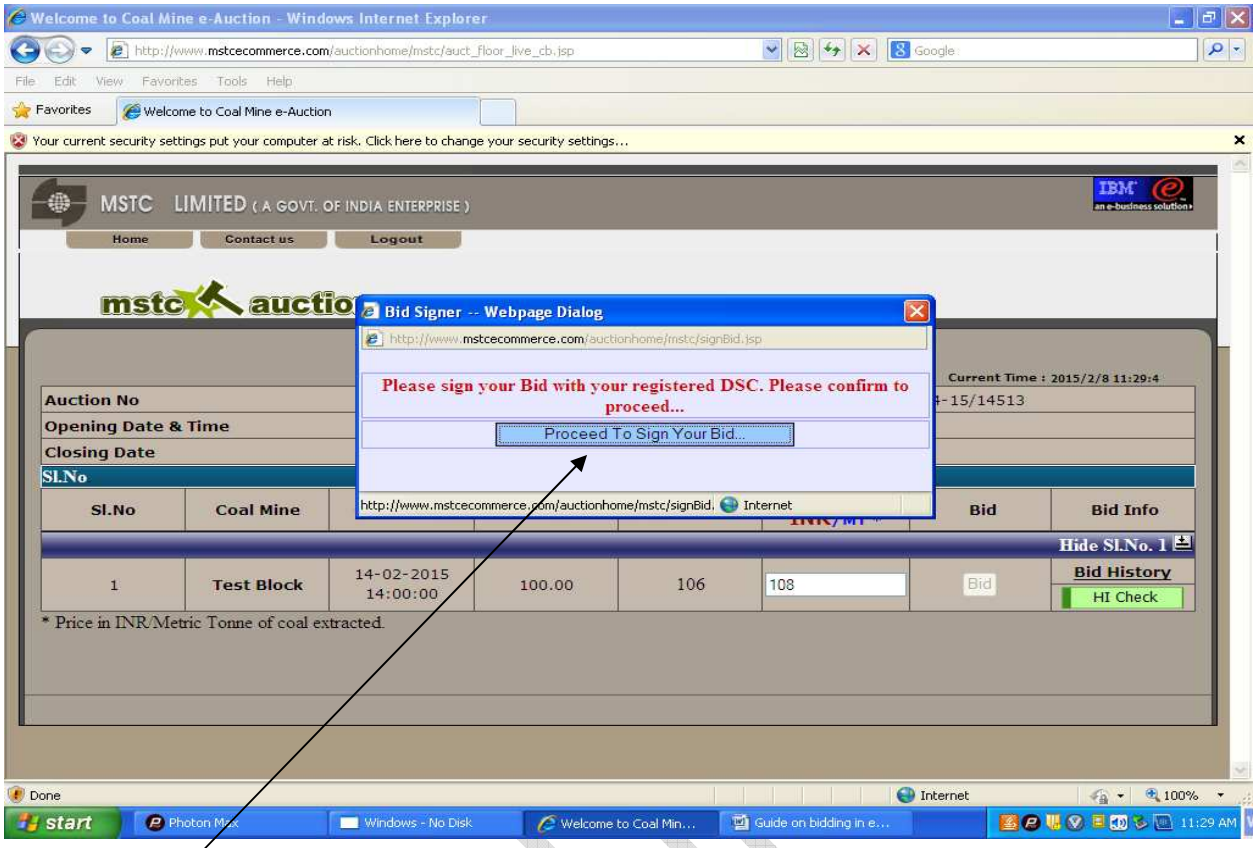
Click on Click Here under LIVE AUCTIONS. The following screen will appear.



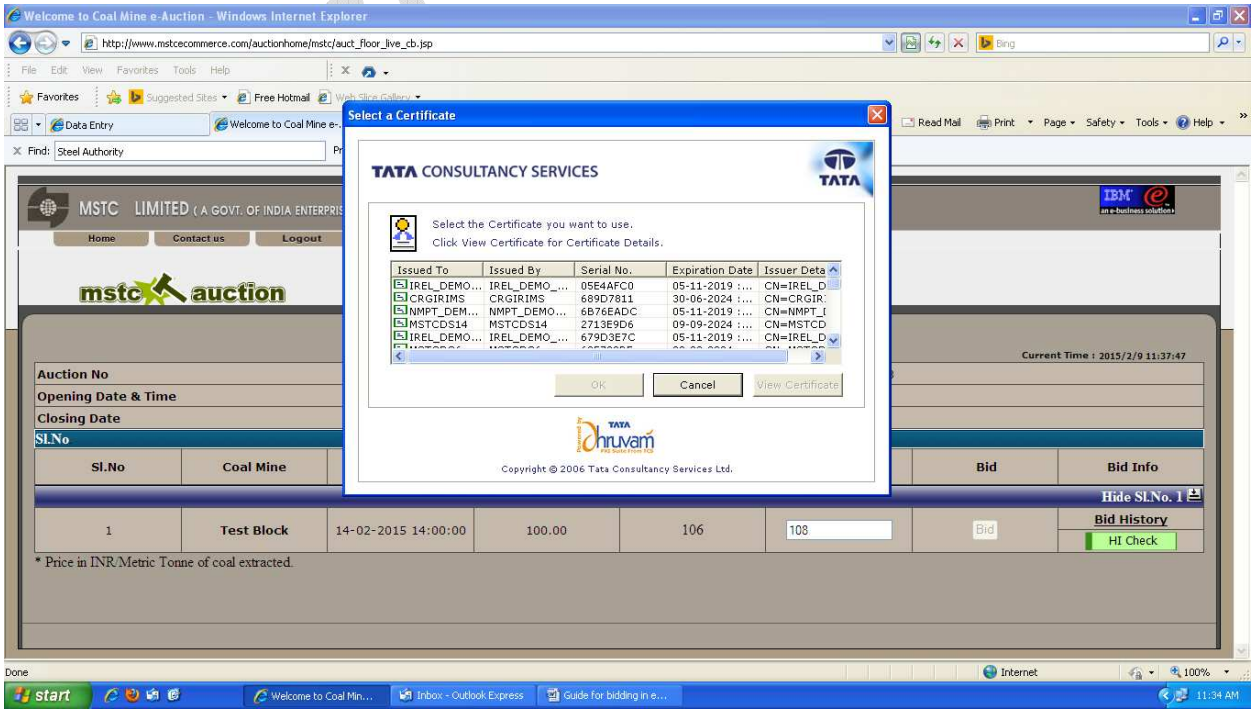
Click on the e-auction number link to enter the bidding screen as shown below.



Type your bid (numeric values only without decimal) in the box and click on BID button. The screen will give a prompt as shown below.

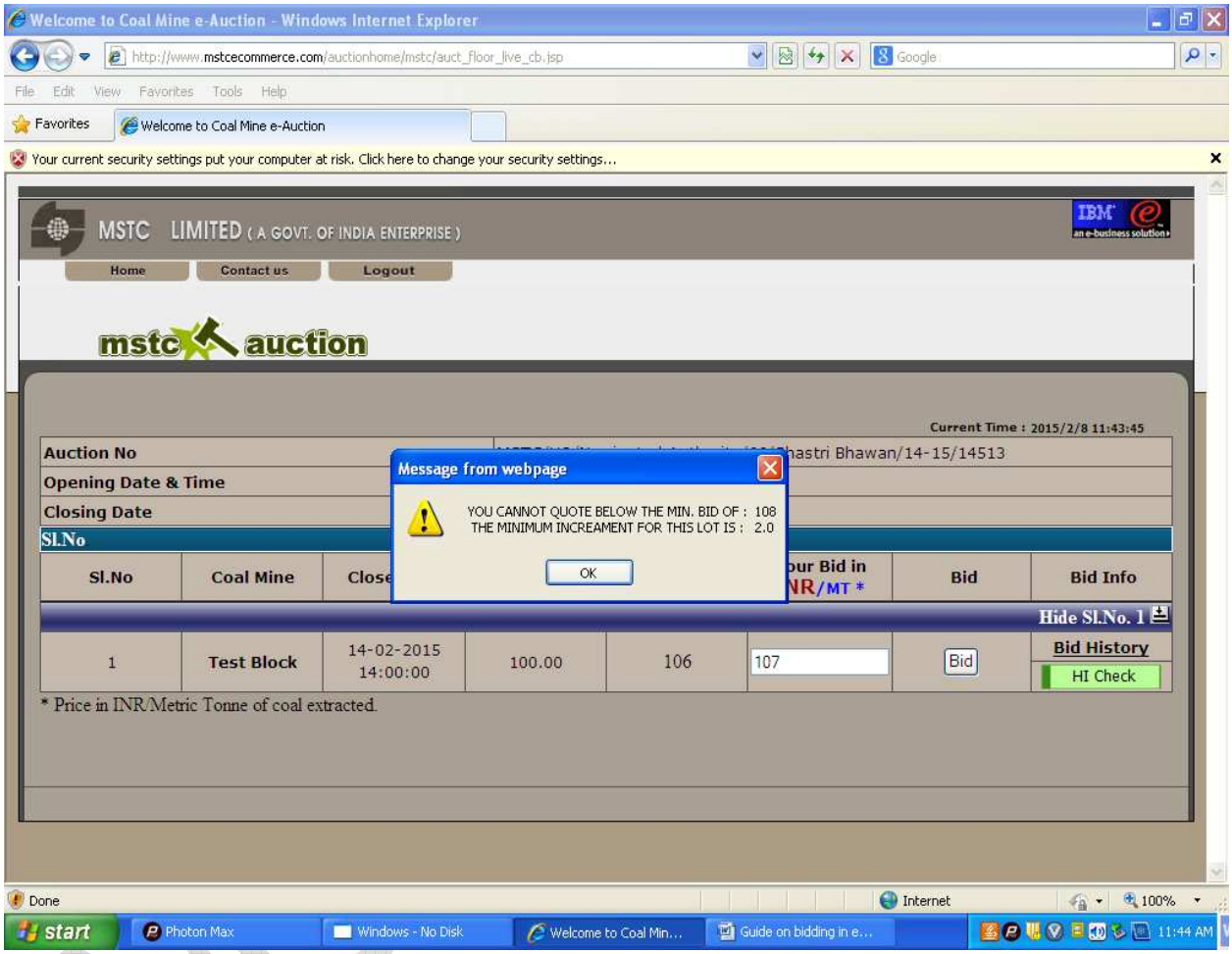


Click on Proceed to Sign Your Bid. Select the DSC and click on OK. Please note that only the registered DSC should be used, else the DSC will not be accepted by the system.

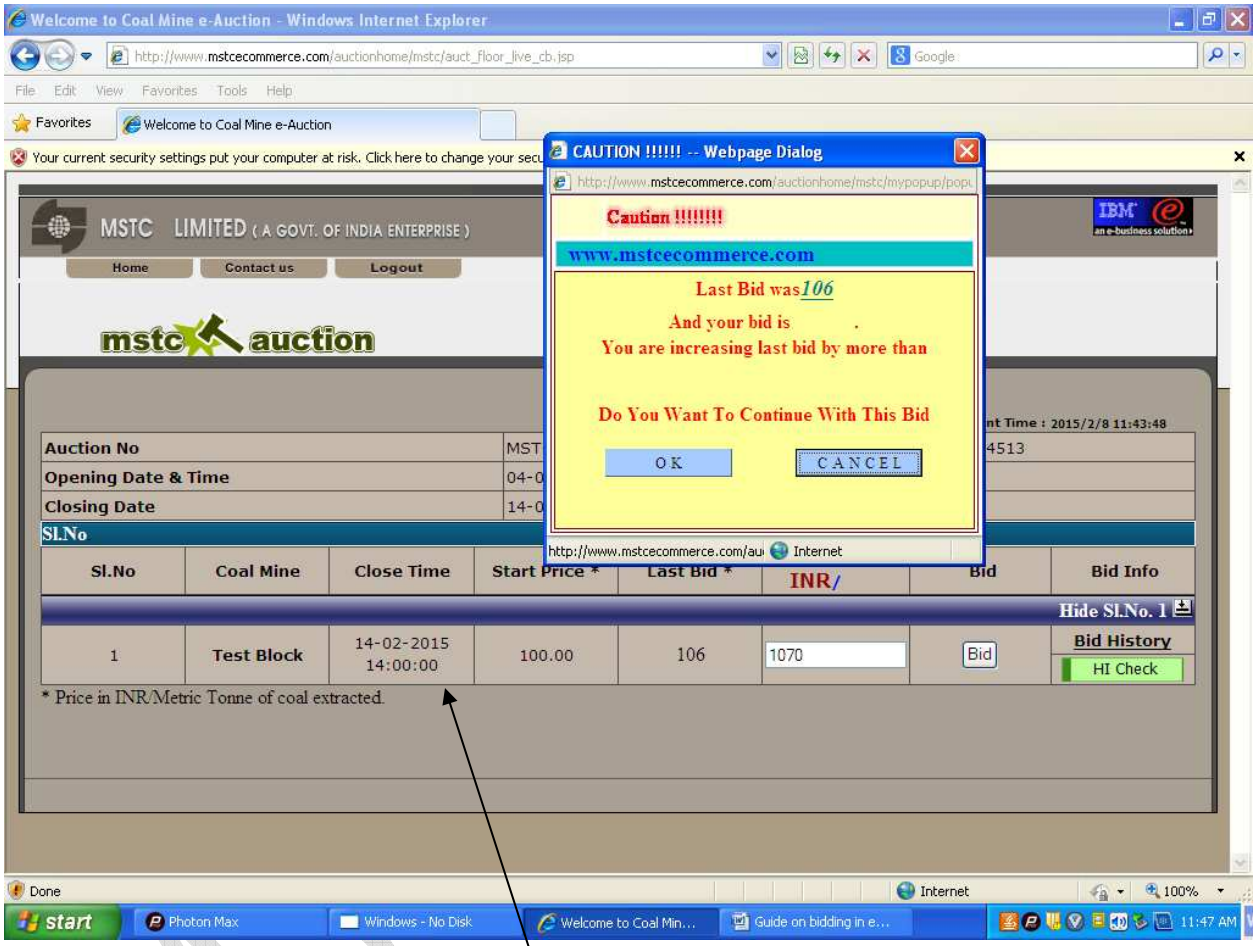


Select your registered DSC and proceed by clicking OK and entering the PIN. Please note that only the registered DSC is to be used as no other DSC will be accepted by the system.

The value of the bid should be in appropriate increment value or its multiple; otherwise system will not accept the bid value and will give suitable alert message on screen. Please follow any message that may appear on screen to submit correct bid.

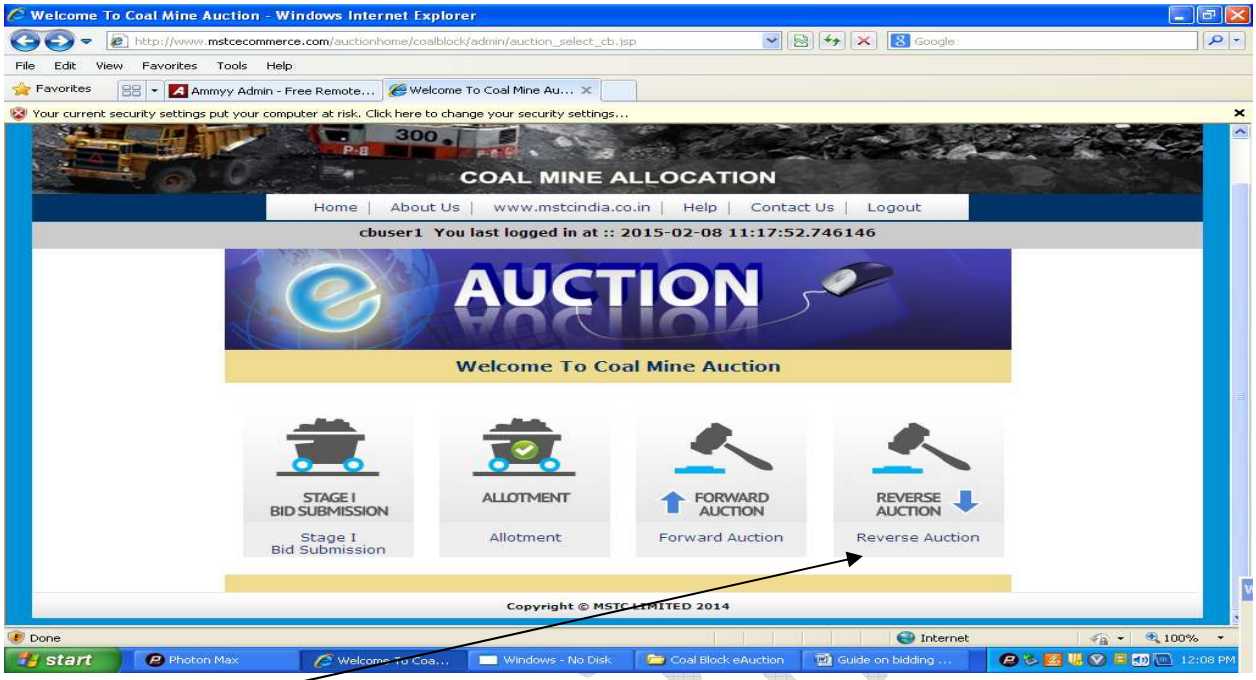


In case the current bid being attempted is more than five times the last bid, the system will an alert as shown below. If the bidder clicks on OK, the bid will be accepted; otherwise click on Cancel to go back to bidding screen. Please ensure that your computer settings do not prevent any pop up message from appearing on screen as otherwise the below mentioned alert will not be available.



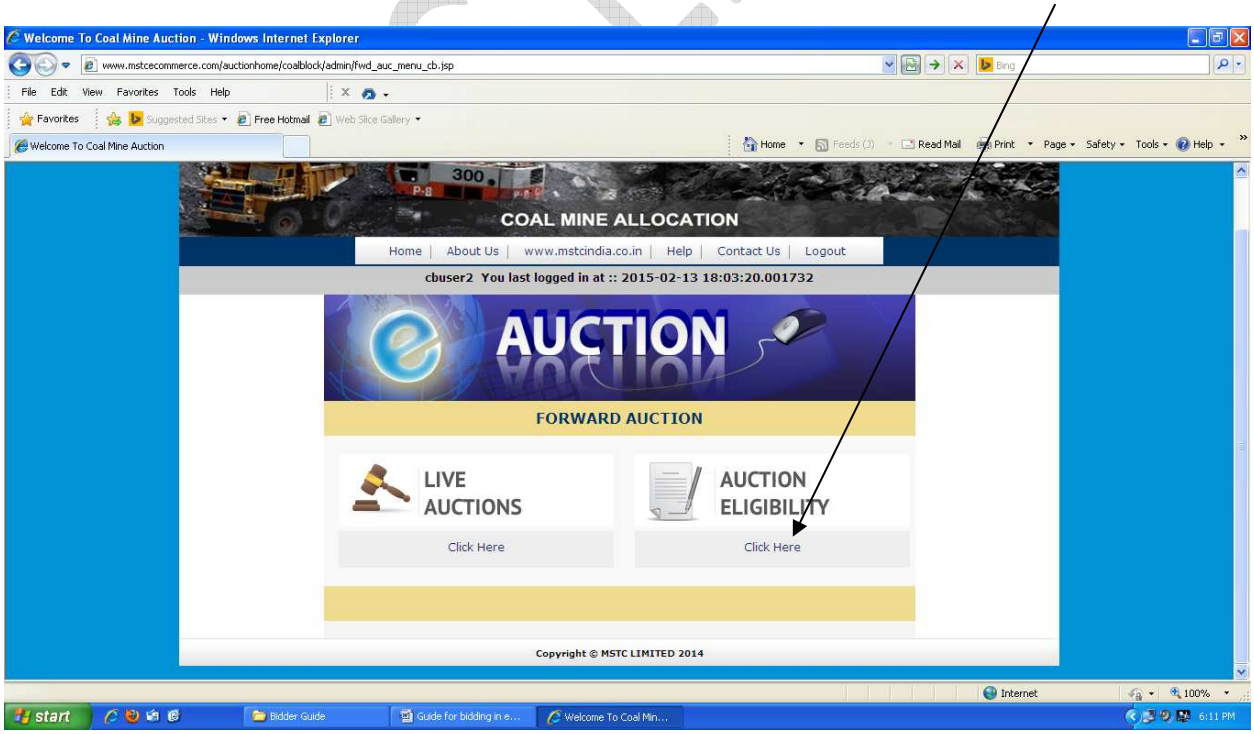
Please further note that the bid will be recorded and considered accepted only after it has been digitally signed. The signing of bid may take some time; hence bidders are advised to register their bids well before the closing time to avoid rejection of bid by the system due to closure of eauction. The auto extension time is 8 minutes. The extension of eauction will take place from the time a valid and digitally signed bid has been recorded in the system. The server time will be considered final and all bids that are received and recorded by the server before the e-auction close time (as per the server time) only shall be treated as valid bids. Please follow the close time as displayed on the screen under Close Time. The bidders are also advised to keep refreshing their webpage to get the latest information about the status of the auction.

Reverse Auction

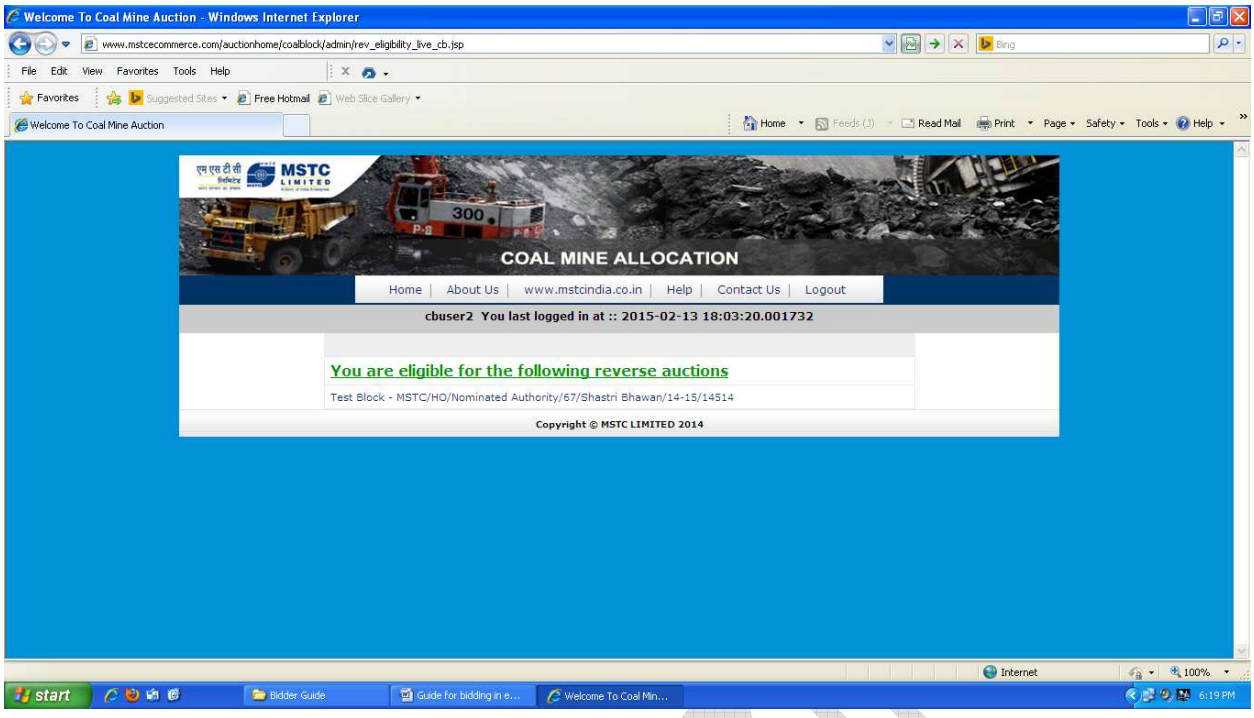


Click on Reverse Auction. The following screen will appear.

To check your eligibility for any e-auction click on Click Here under Auction Eligibility.

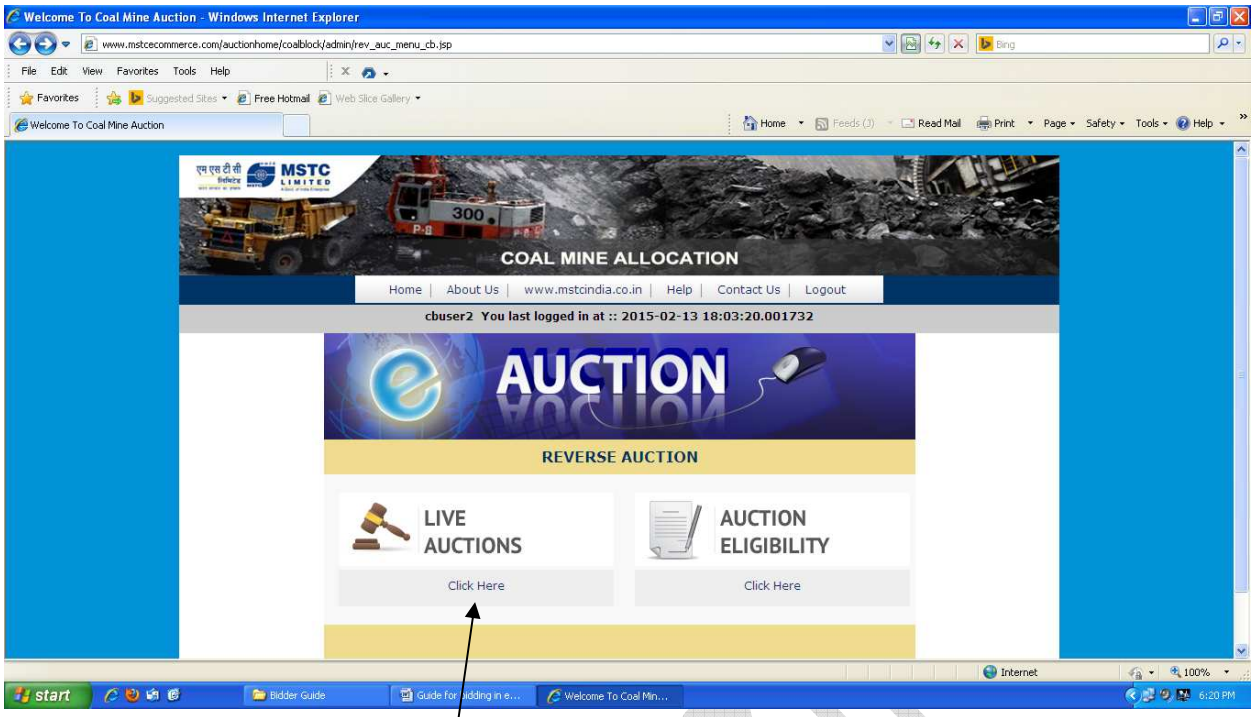


It will display the auctions in which the bidder has been qualified to participate.

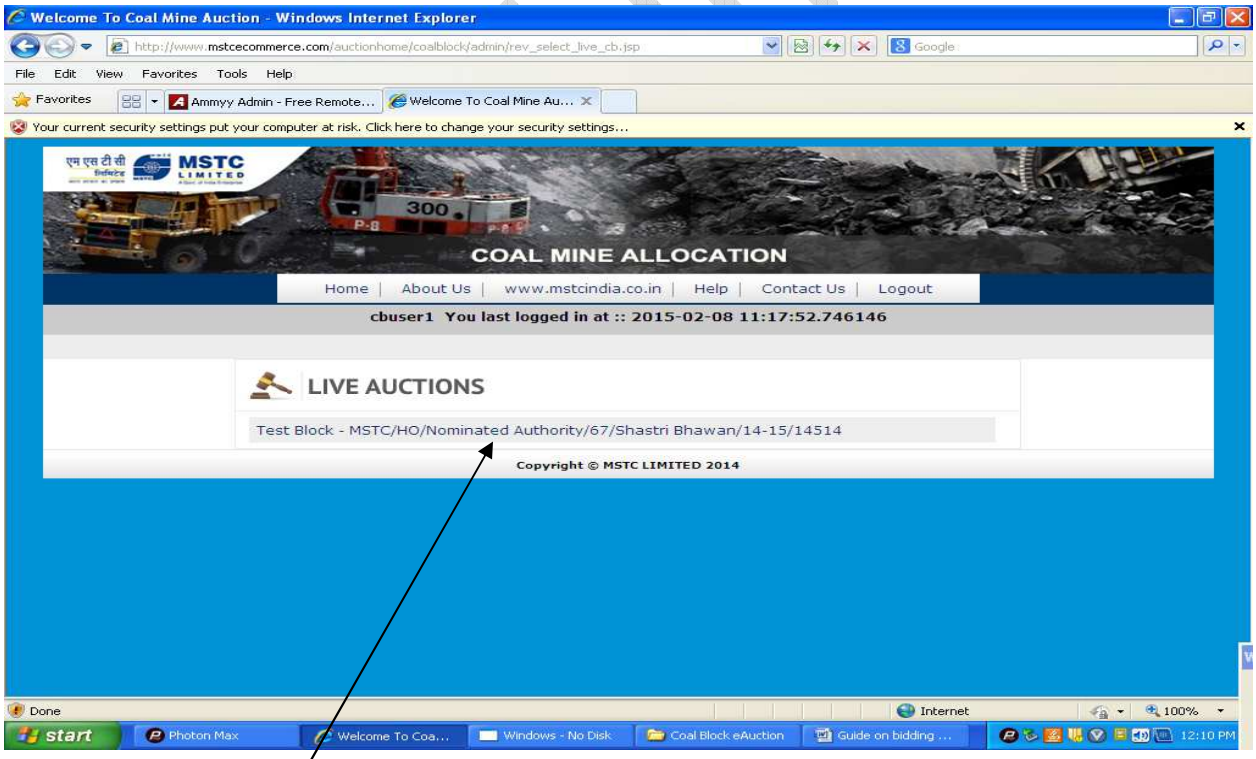


Bidders are advised to check this link in advance before start of any e-auction.

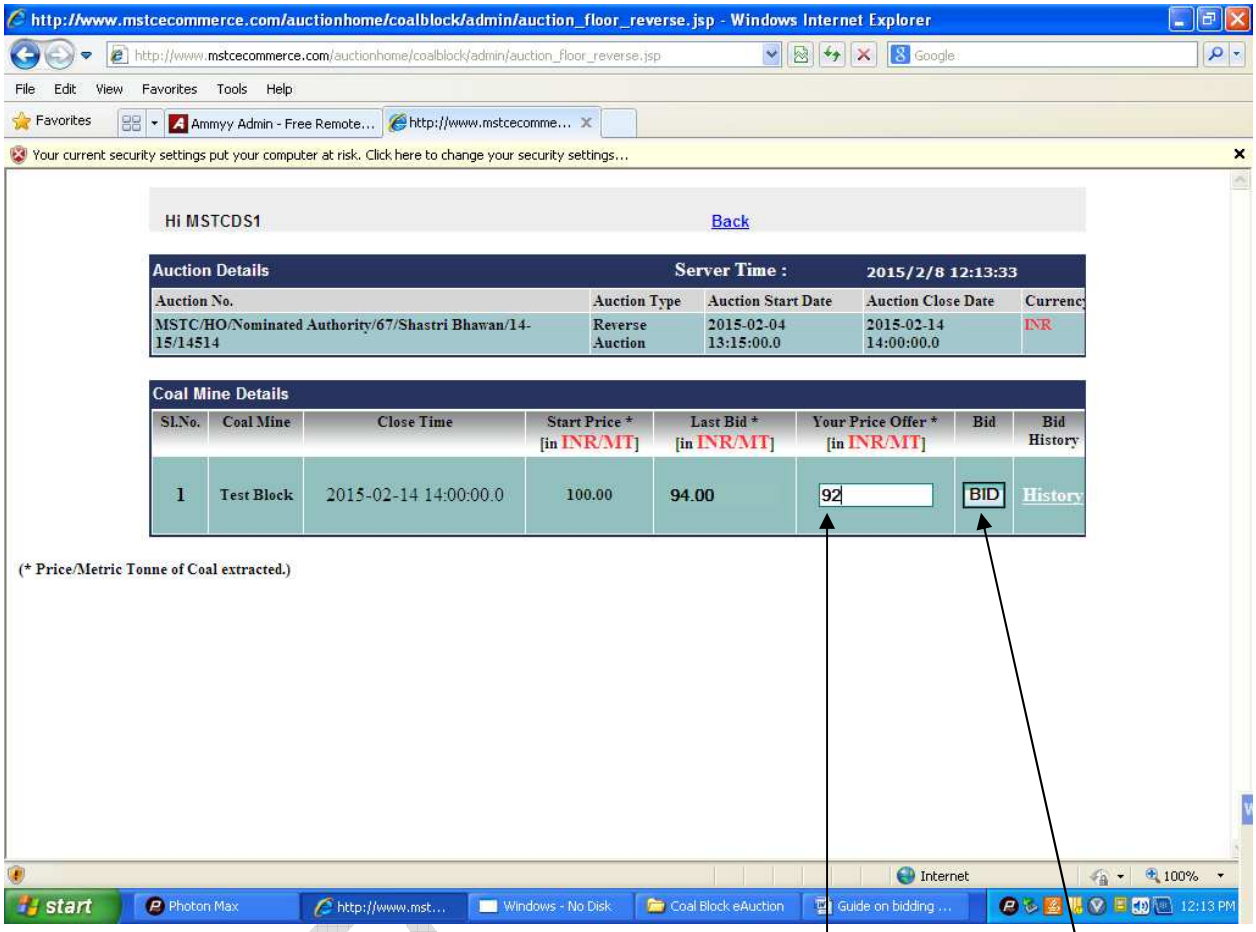
MSTC Limited



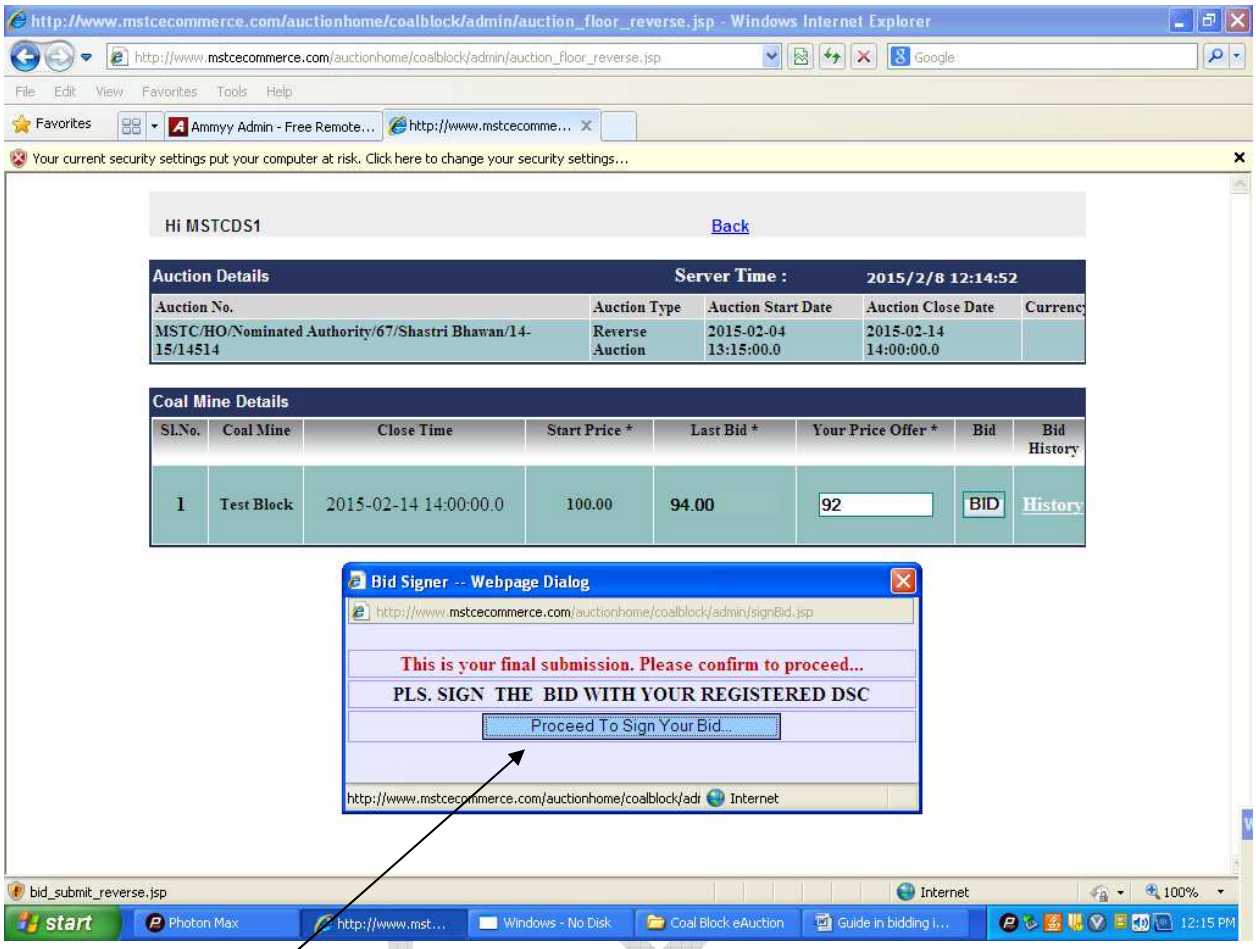
Click on Click Here under LIVE AUCTIONS.



Click on the e-auction number link to enter the bidding screen as shown below.

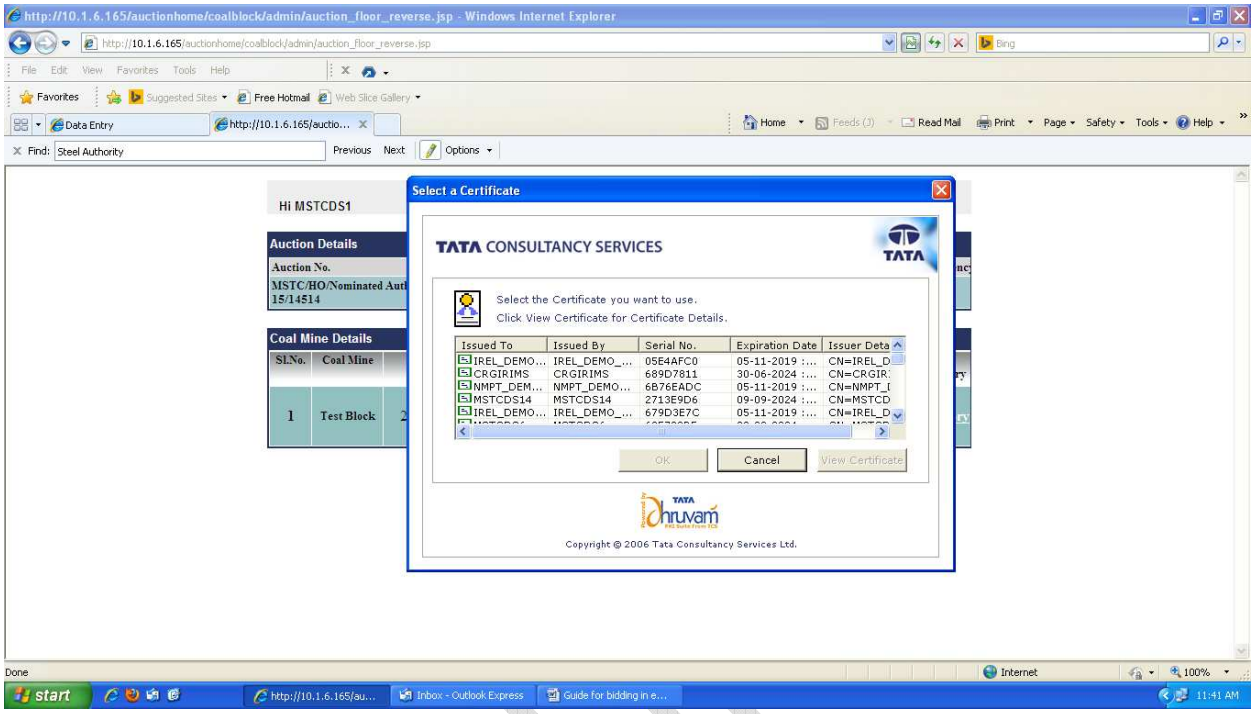


Type your bid (numeric values only without decimal) in the box and click on BID button. The screen will give a prompt as shown below.

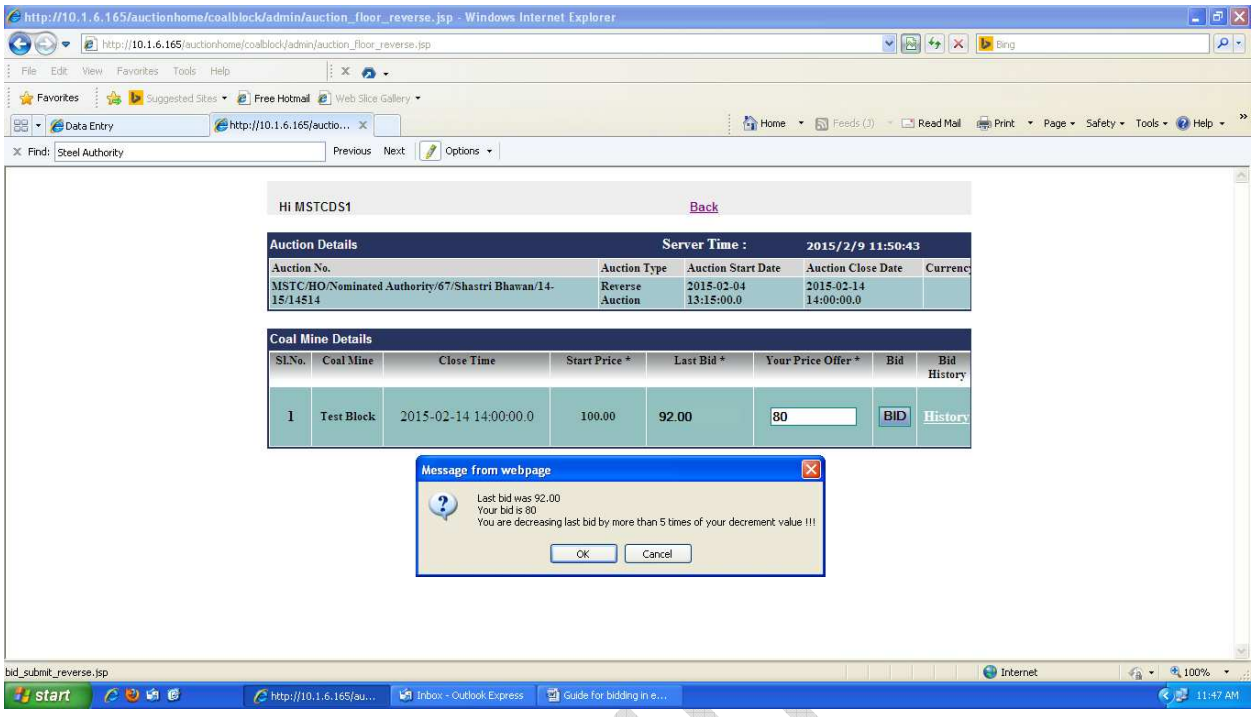


Click on Proceed to Sign Your Bid. Select the DSC and click on OK. The following screen will appear.

Please note that only the registered DSC should be used, else the DSC will not be accepted by the system.



Select the registered DSC and click on Ok. If the bid is successfully submitted, the refreshed screen will display the same under the Last Bid Column (provided, however, that other bid was recorded in between).



If the current bid being attempted is lower than the last bid by a value which is more than 5 times the decrement value, the system will give an alert message as shown above. If the bidder clicks on OK, the bid will be accepted; otherwise click on Cancel to go back to bidding screen. Please ensure that your computer settings do not prevent any pop up message from appearing on screen as otherwise the below mentioned alert will not be available.

Please further note that the bid will be recorded and considered accepted only after it has been digitally signed. The signing of bid may take some time; hence bidders are advised to register their bids well before the closing time to avoid rejection of bid by the system due to closure of eauction. The auto extension time is 8 minutes. The extension of eauction will take place from the time a valid and digitally signed bid has been recorded in the system. The server time will be considered final and all bids that are received and recorded by the server before the e-auction close time (as per the server time) only shall be treated as valid bids. Please follow the close time as displayed on the screen under Close Time. The bidders are also advised to keep refreshing their webpage to get the latest information about the status of the auction.