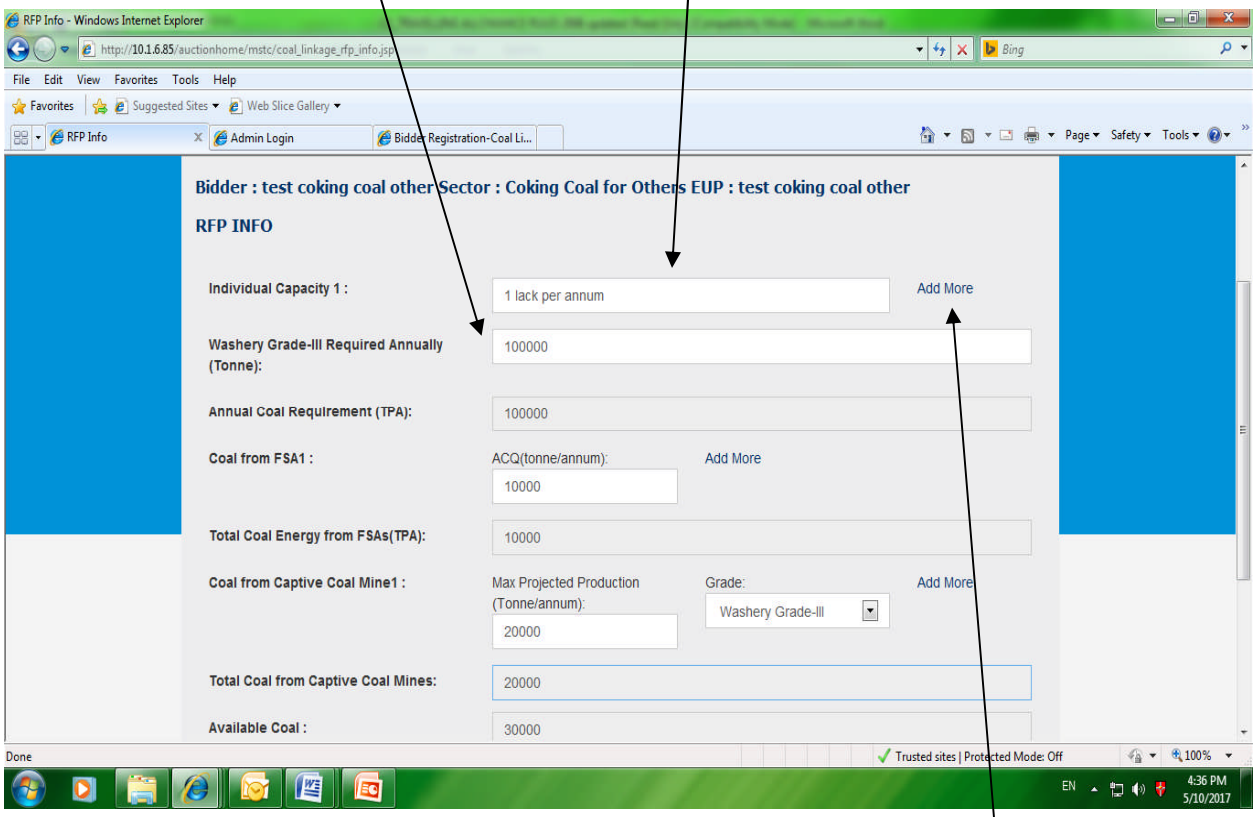
Guide on Submission of RFP Information – Coking Coal for Other Sub Sector

Login with user id and password.

Click on RFP Information.

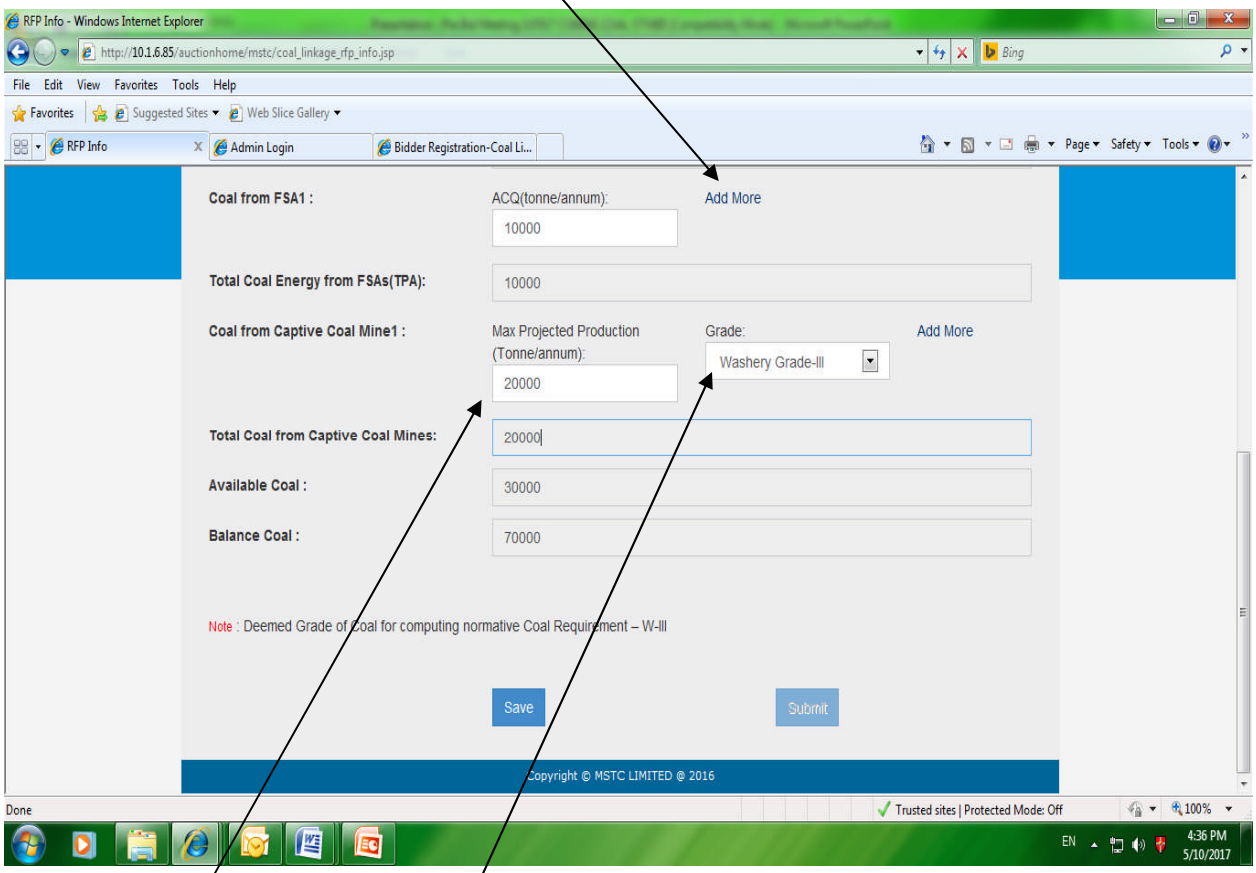
The screen will have space for the bidder to type the capacity of Specified EUP.

Also the bidder will have to enter the Self Assessed Quantity of coal required annually in tonnes for their industry for W-III Grade.



Fill up the spaces with correct information. If more than one unit exist, click Add More to generate additional rows as shown below.

Fill up the details against Coal from FSAs by typing the annual contracted quantity (ACQ) for the FSA. If more than one FSA exist, click Add More to generate additional rows.



Then provide information about coal obtained from captive coal mines. The information about peak rated capacity (PRC) and the grade of coal from each coal mine should be provided.

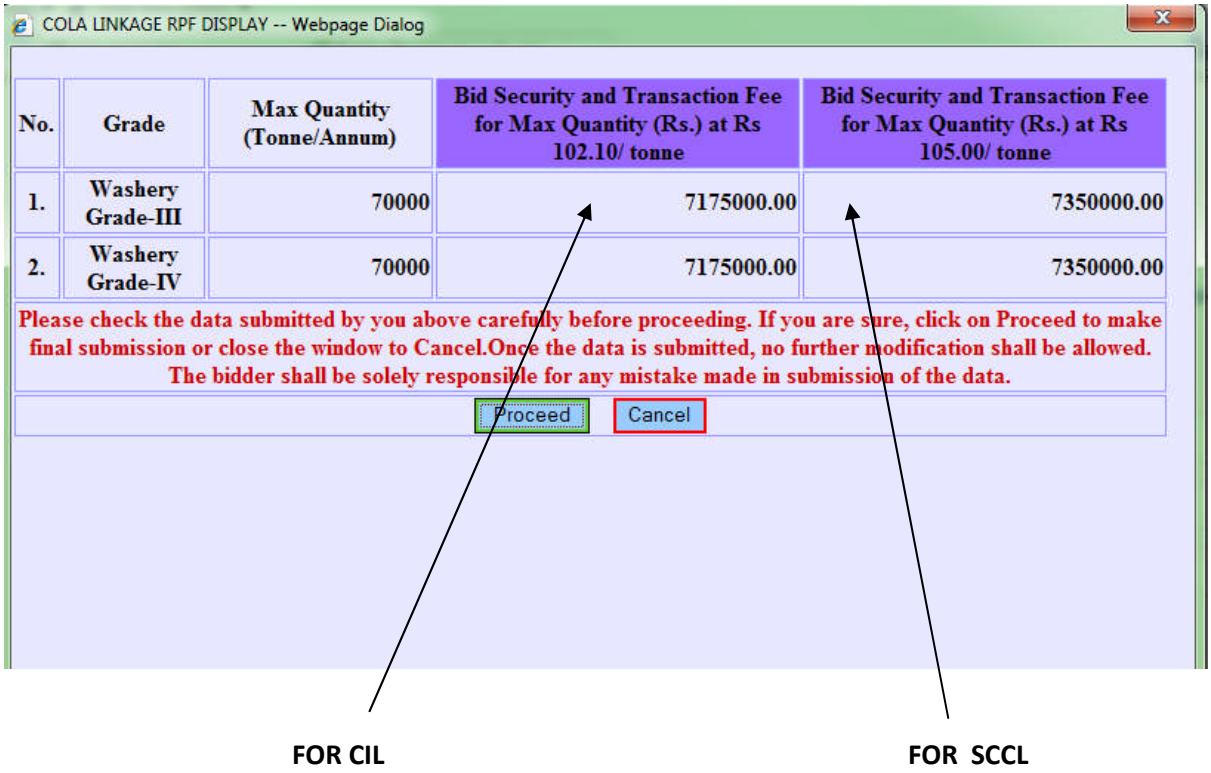
Based on the above input the system calculates the available coal required on Washery Grade-III basis.

Balance Coal that the bidder is eligible to bid is equal to

Annual Coal Requirement minus **Available Coal.**

Click on Save button. The system displays the maximum quantity of coal for the bidder in each grade

For Washery Grade III & Washery Grade IV as shown below.

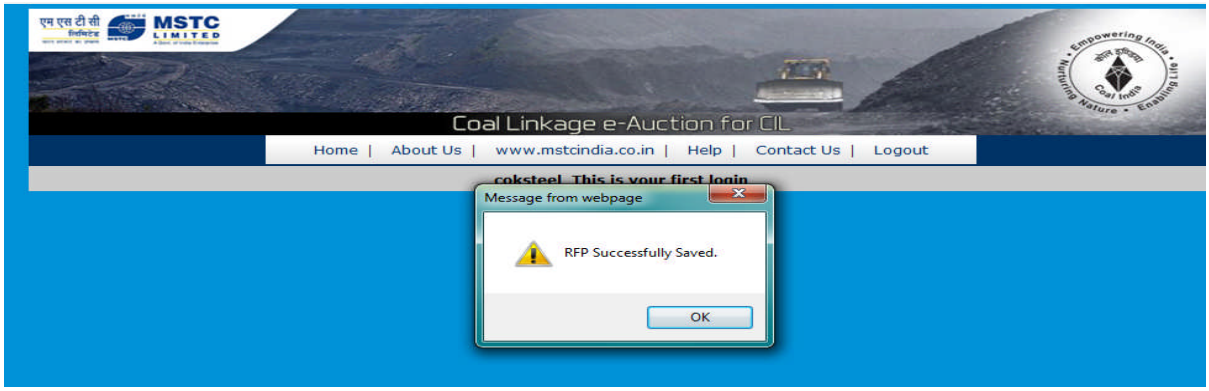


FOR CIL **FOR SCCL**

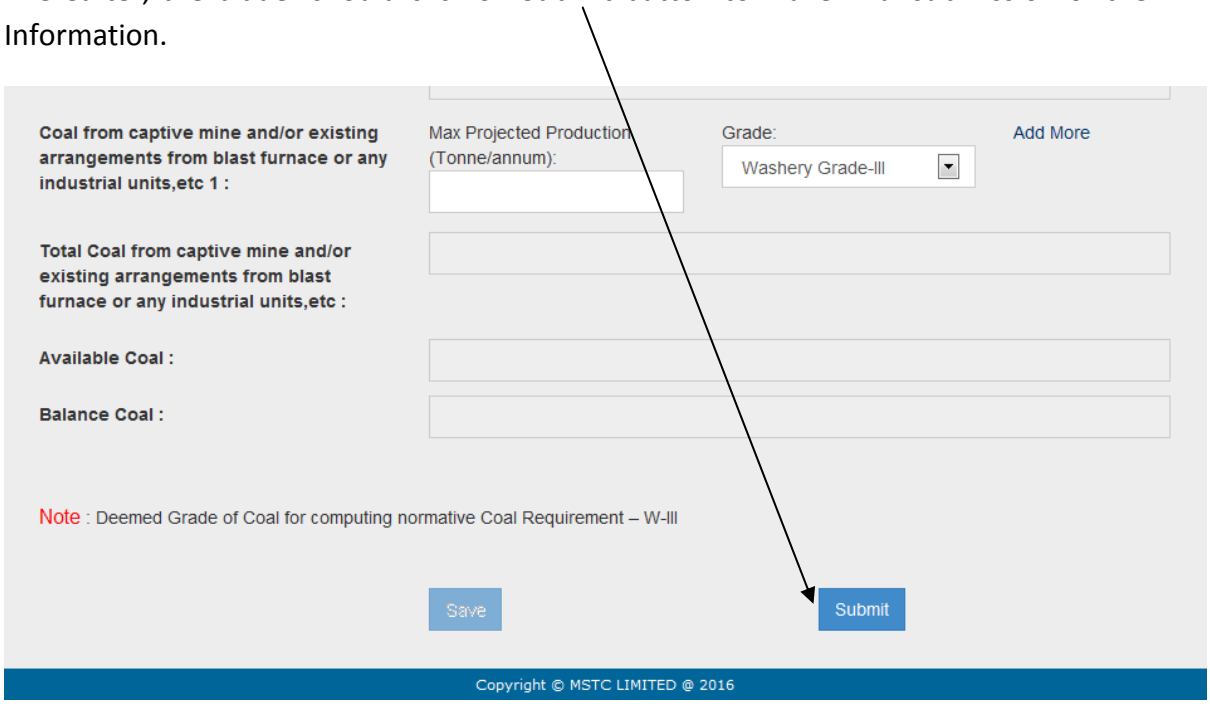
The screen displays the maximum quantity of coal in each grade Washery Grade III & Washery Grade IV that the bidder is eligible to bid based on the information provided by it in the previous step. The system also displays the amount to be deposited by the bidder to be able to bid for the maximum quantity of coal in each grade. This amount includes the Bid Security of Rs 100/- per tonne and the process fee of Rs XXX per tonne. In the above screen, transaction fee refers to the process fee (Process fee for CIL is Rs 2.10 per tonnes and for SCCL process fee is Rs 5.00 per tonnes).

The bidder should read the text in RED colour before clicking on the Proceed button. The bidder may click the Cancel button to go back to the previous page.

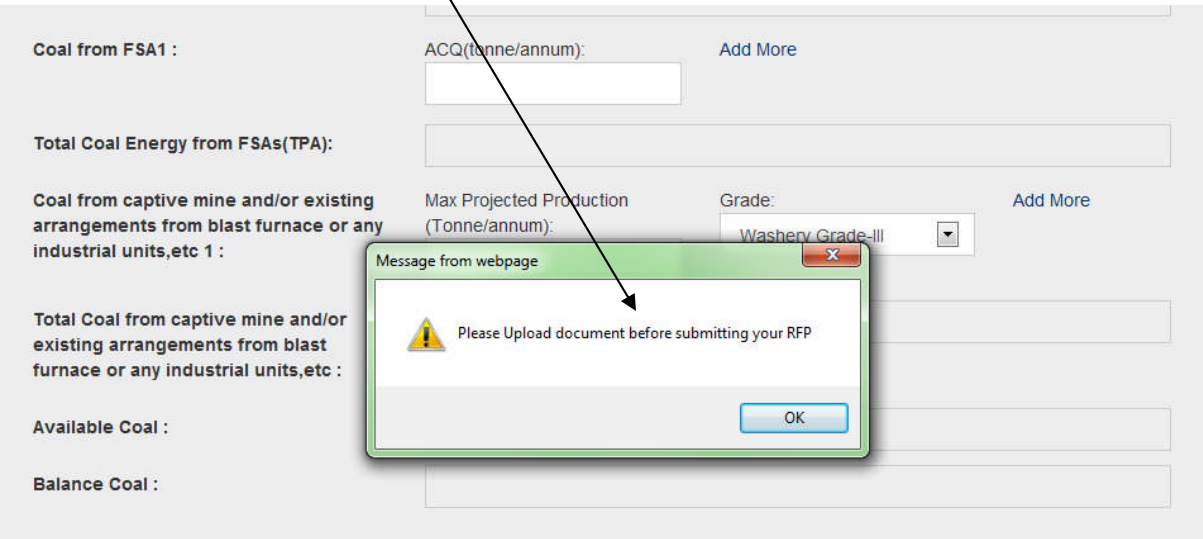
On clicking the Proceed button, the data will be saved and can't be changed any more. The Save button will get disabled.



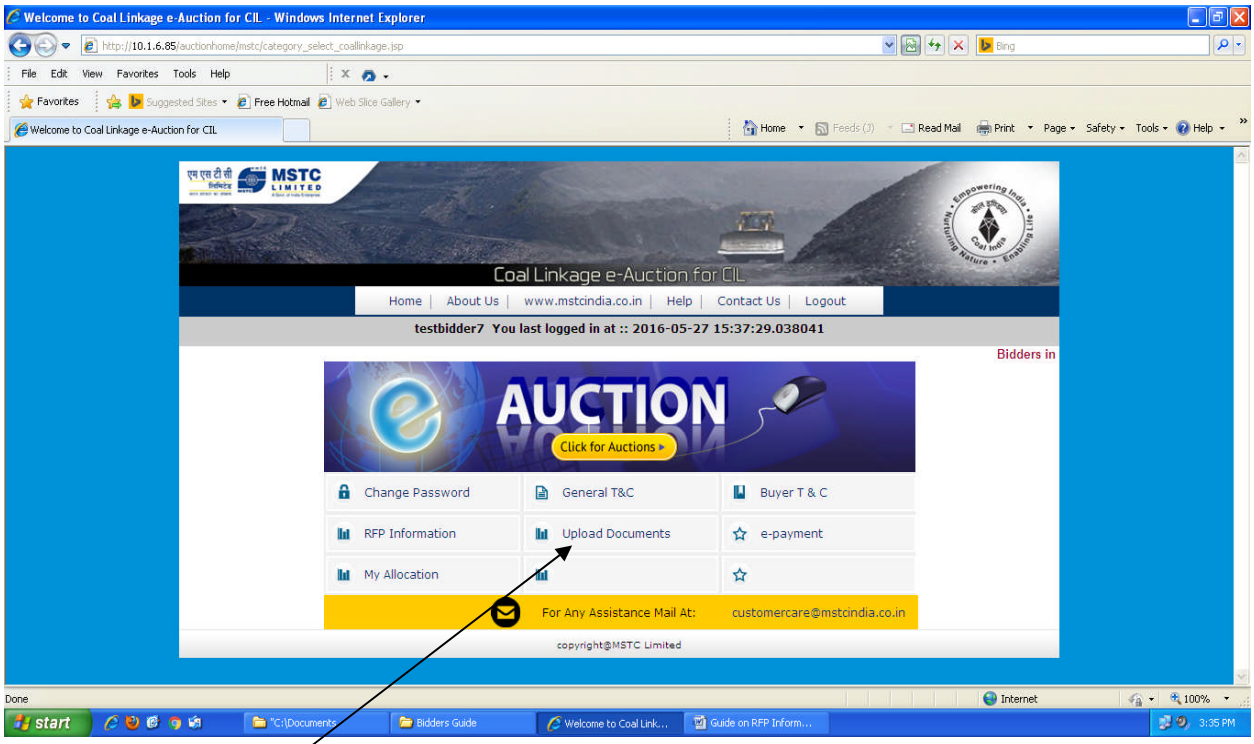
Thereafter, the bidder should click on Submit button to make final submission of the RFP Information.



The system shall prompt for uploading documents, if not already done.

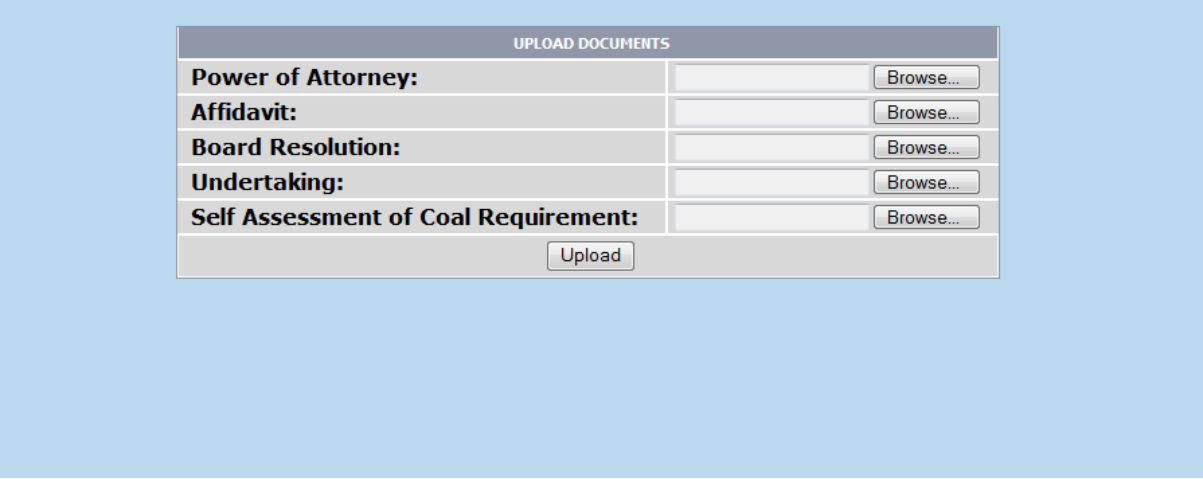


Clicking on Submit button may give the above pop up which prompts the bidder to upload the mandatory documents. For this, the bidder should click on OK and then on the Home button to go back to the homepage as shown below.

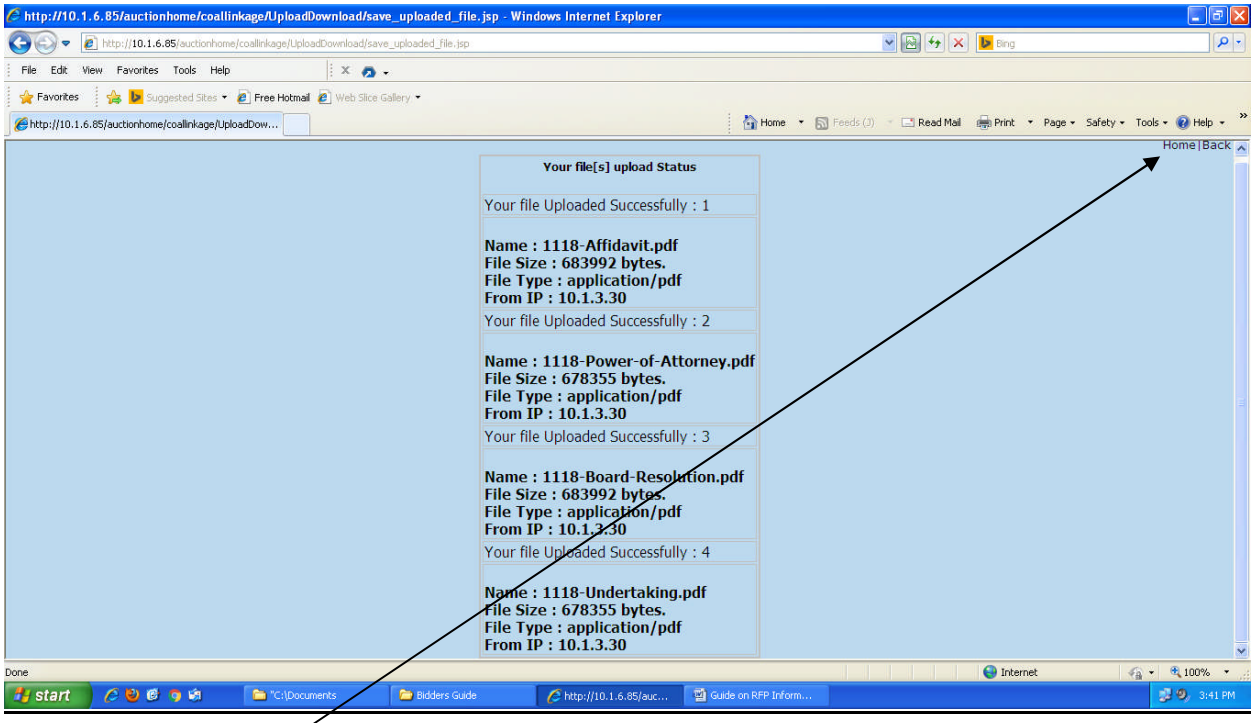


Then click on Upload Documents. The following page will appear.

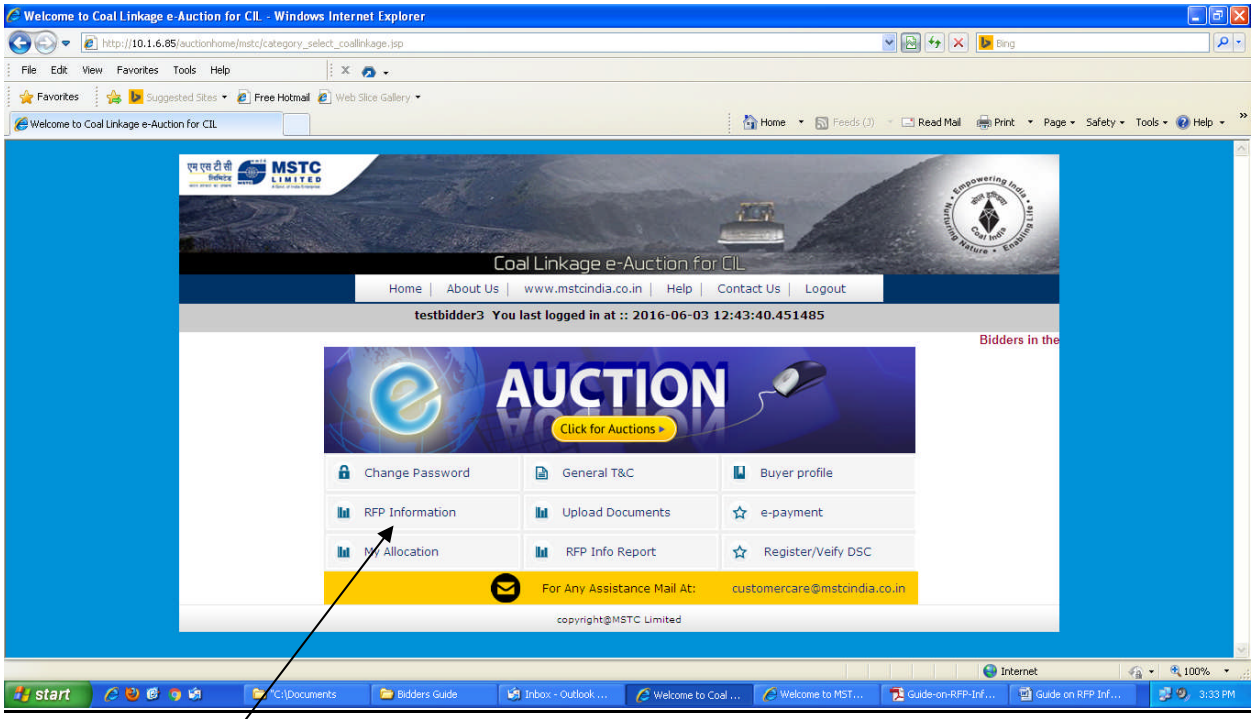
Browse the files.



Click on Upload button. The following screen will appear.

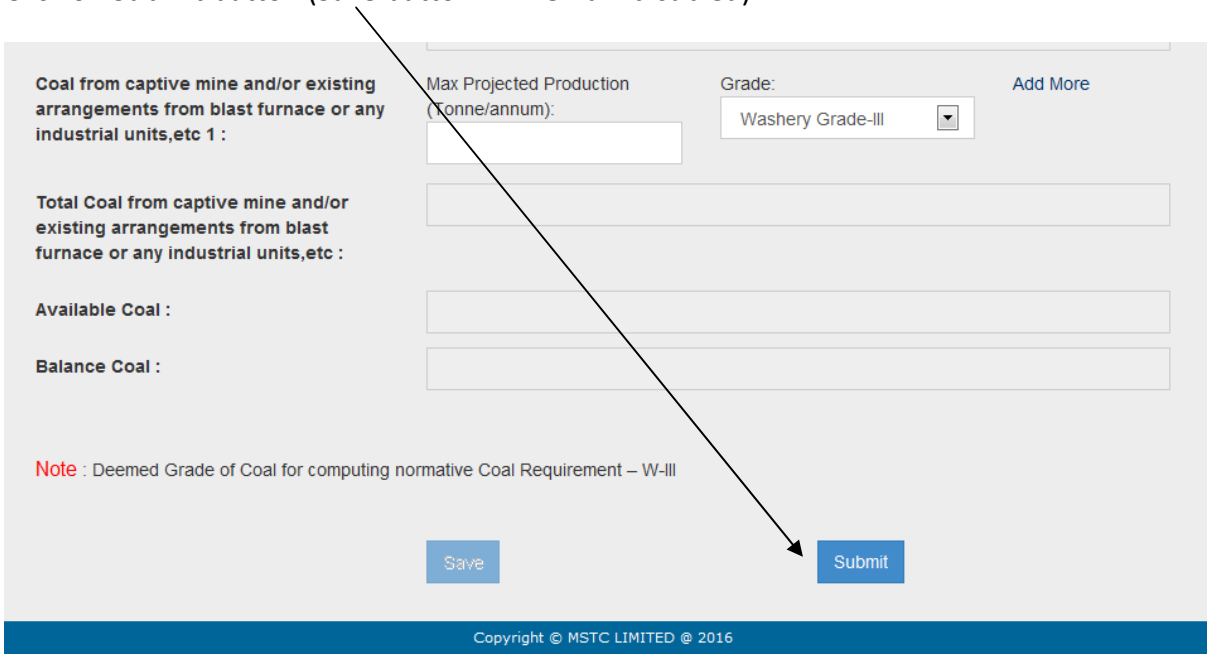


Click on Home button to go back to the homepage.

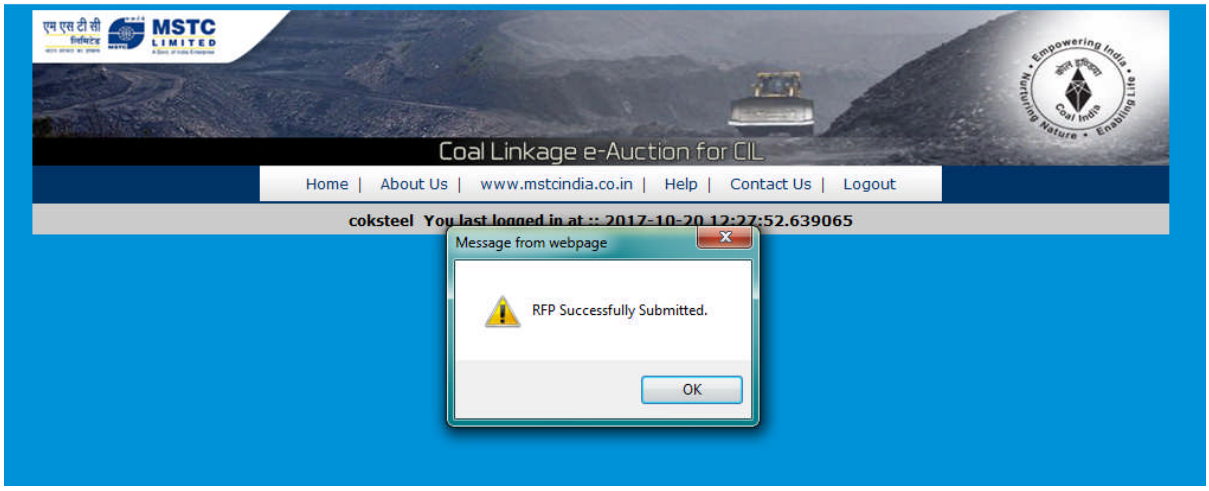


Click on RFP Information again to get the following screen.

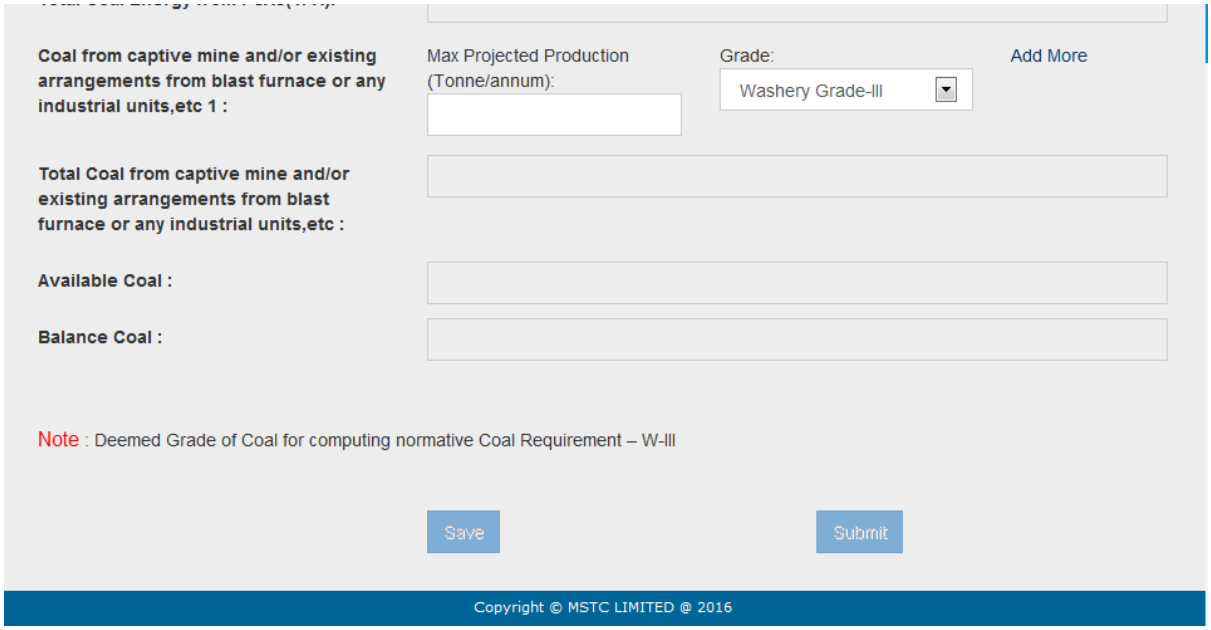
Click on Submit button (Save button will remain disabled).



Now the screen will give a confirmation that the RFP has been successfully submitted as shown below.



Click on Ok.



The Submit button now gets disabled. Click on Home button to go back to homepage.

Please note that

1. **It is mandatory for the bidder to fill up and submit the RFP Information to be able to bid in the auction process. The bidder may check the information provided by it through the link RFP Info Report.**

2. **The submission of the above information is allowed only once for each bidder and hence bidders should fill up the information very carefully. Modification of information once submitted or re-submission of information will not be allowed.**