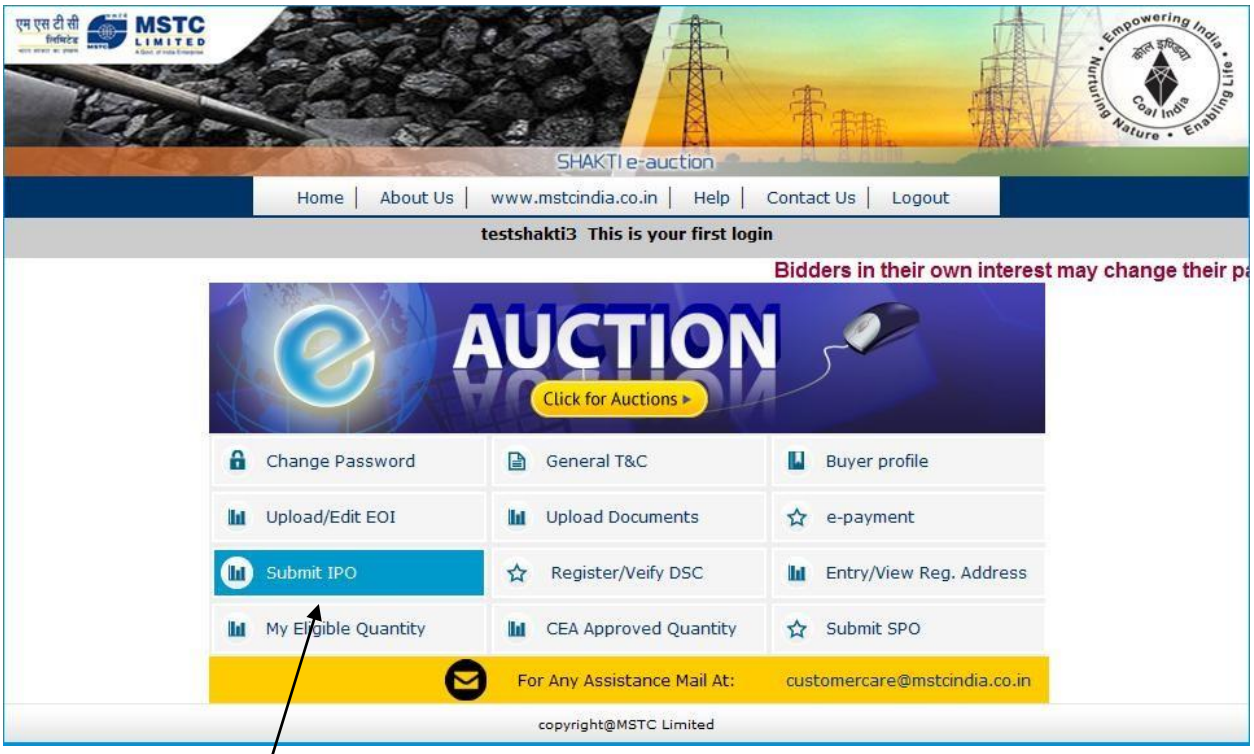
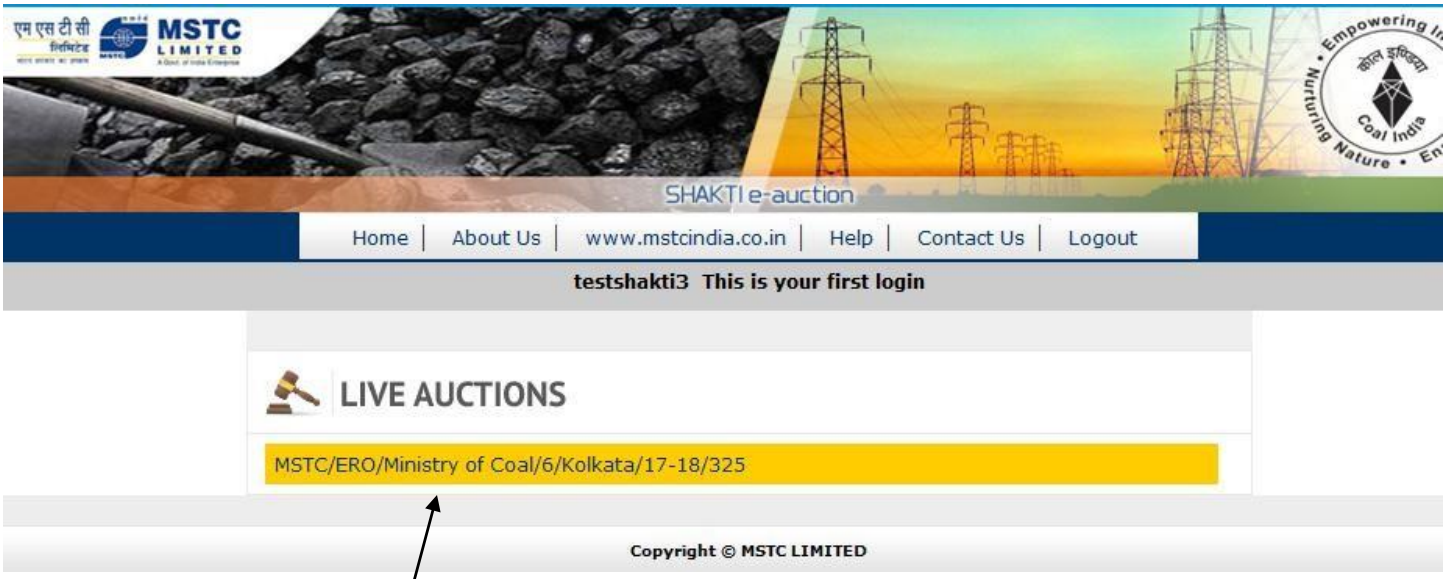
Guide on submission of IPO

To submit IPO, the successful registered bidder has to login into our web site https://www.mstcecommerce.com/auctionhome/shakti/indexr5.jsp with his userid and password.

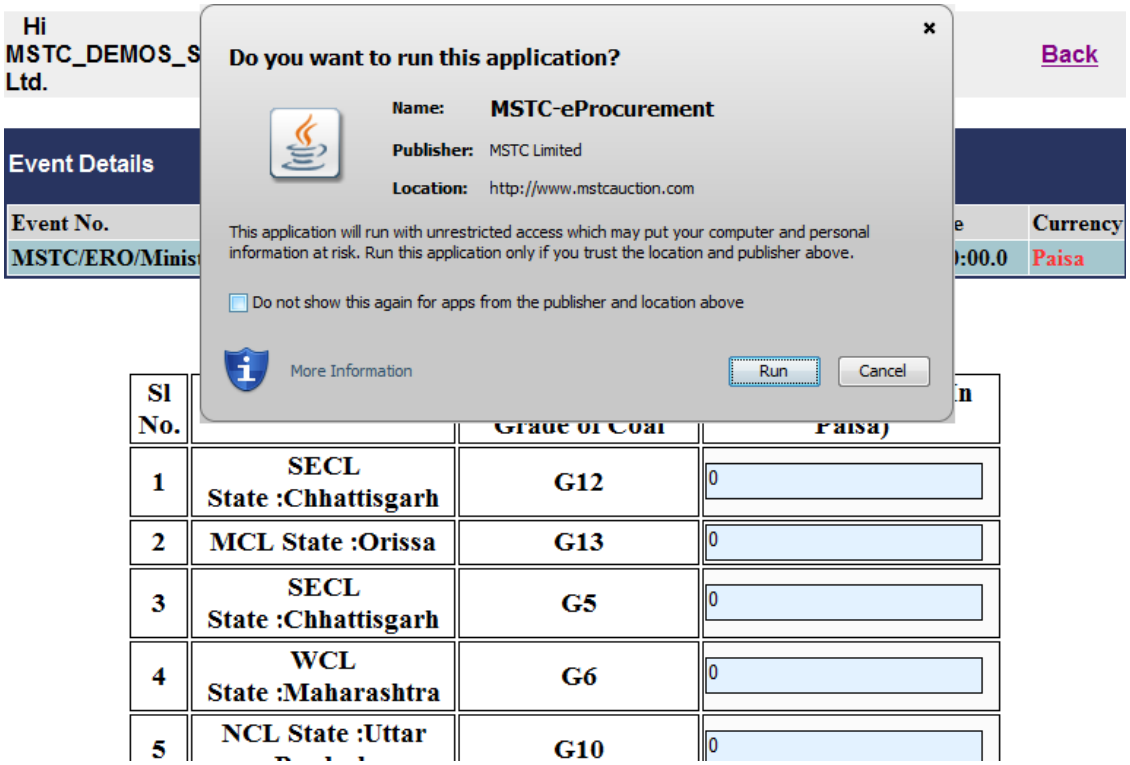
After login the home page will open.



Click on the link Submit IPO



On the next page the IPO link appears. To bid in the IPO a bidder has to click on the IPO number.



On the next page a popup will appear to run an application. Bidder will have to press on the Run button to run the application in his system. If the popup message to run the application does not appear then kindly modify the Java setting through the Java Control panel as mentioned at the last three page of this guide.

Event Details	Server Time : 2017/8/10 17:42:0		
Event No.	Event Start Date	Event Close Date	Curren
MSTC/ERO/Ministry of Coal/6/Kolkata/17-18/325	2017-08-10 17:40:00.0	2017-08-10 18:10:00.0	

Sl No.	Source	Representative Grade of Coal	Quoted Discount (In Paisa)
1	SECL State :Chhattisgarh	G12	0
2	MCL State :Orissa	G13	0
3	SECL State :Chhattisgarh	G5	0
4	WCL State :Maharashtra	G6	0
5	NCL State :Uttar Pradesh	G10	0
	Final Submission		

All the sources offered in the IPO will be visible in the IPO bid web page. A Bidder has to quote for discount in paisa (INR) against the respective source. If for a particular source the bidder does not want to offer any discount then he may not quote for that source. A bidder cannot offer same discount for two or more sources. Thus all the sources where the bidder is quoting non-zero value shall have different discounts.

Bidders are advised to read the Important Points for IPO submission available on the bidding screen before proceeding to submit their IPO bids.

Event Details	Server Time : 2017/8/10 17:42:38		
Event No.	Event Start Date	Event Close Date	Currency
MSTC/ERO/Ministry of Coal/6/Kolkata/17-18/325	2017-08-10 17:40:00.0	2017-08-10 18:10:00.0	

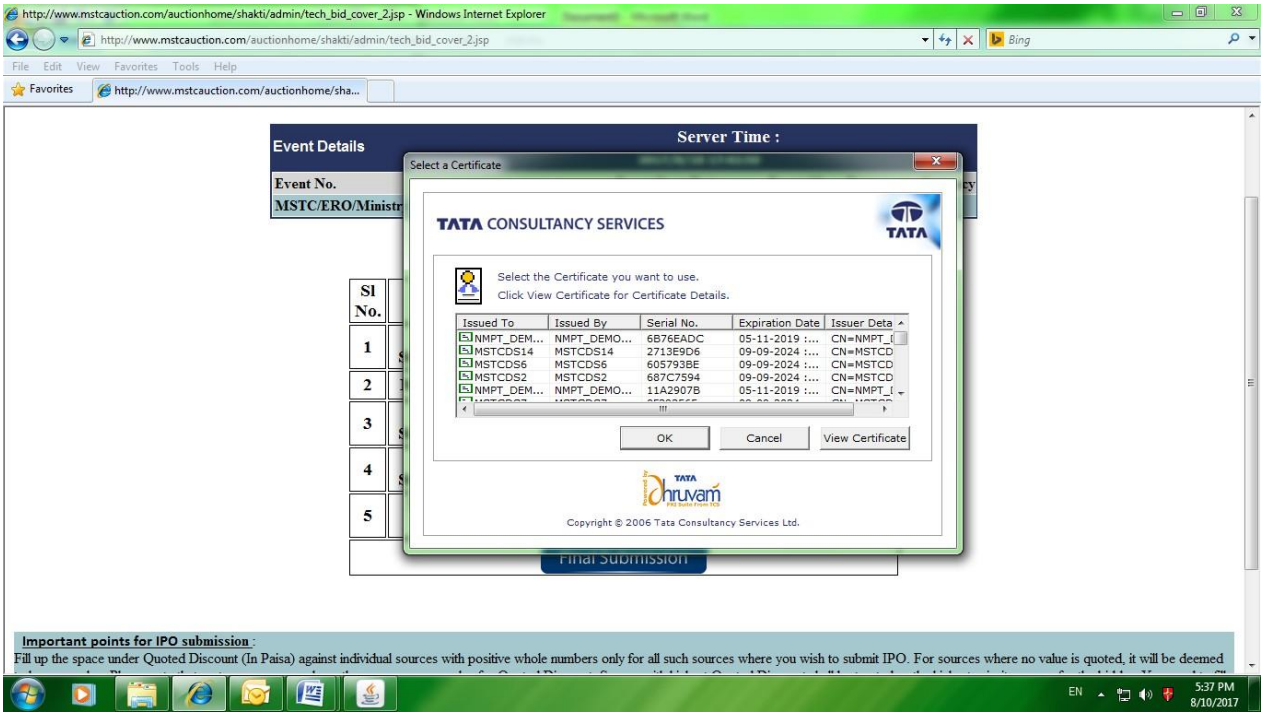
Sl No.	Source	Representative Grade of Coal	Quoted Discount (In Paisa)
1	SECL State :Chhattisgarh	G12	9
2	MCL State :Orissa	G13	10
3	SECL State :Chhattisgarh	G5	2
4	WCL State :Maharashtra	G6	0
5	NCL State :Uttar Pradesh	G10	0
	Final Submission		

Sample of valid IPO bid is shown above.

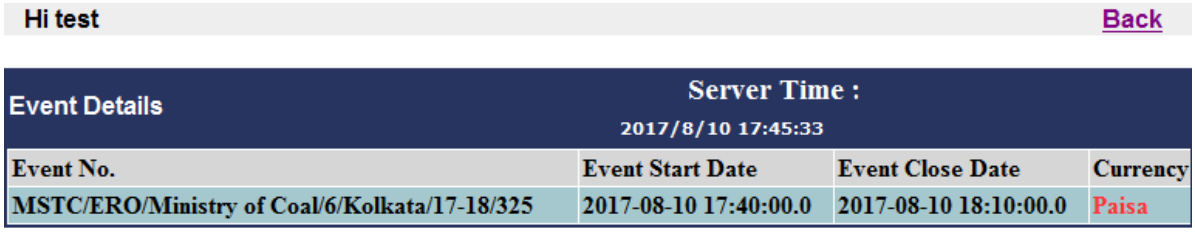
After entering the discounts in the system press the **Final Submission** button. The bid shall be signed by the registered DSC of the bidder as illustrated on the next page.

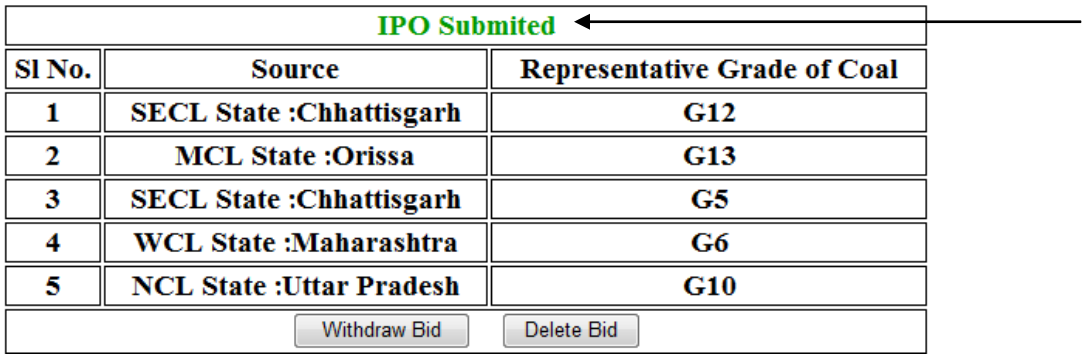
Event Details	Server Time : 2017/8/10 17:42:50		
Event No.	Event Start Date	Event Close Date	Currency
MSTC/ERO/Ministry of Coal/6/Kolkata/17-18/325	2017-08-10 17:40:00.0	2017-08-10 18:10:00.0	

To sign the bid by DSC press on the "**Proceed to Sign Your Bid**" button



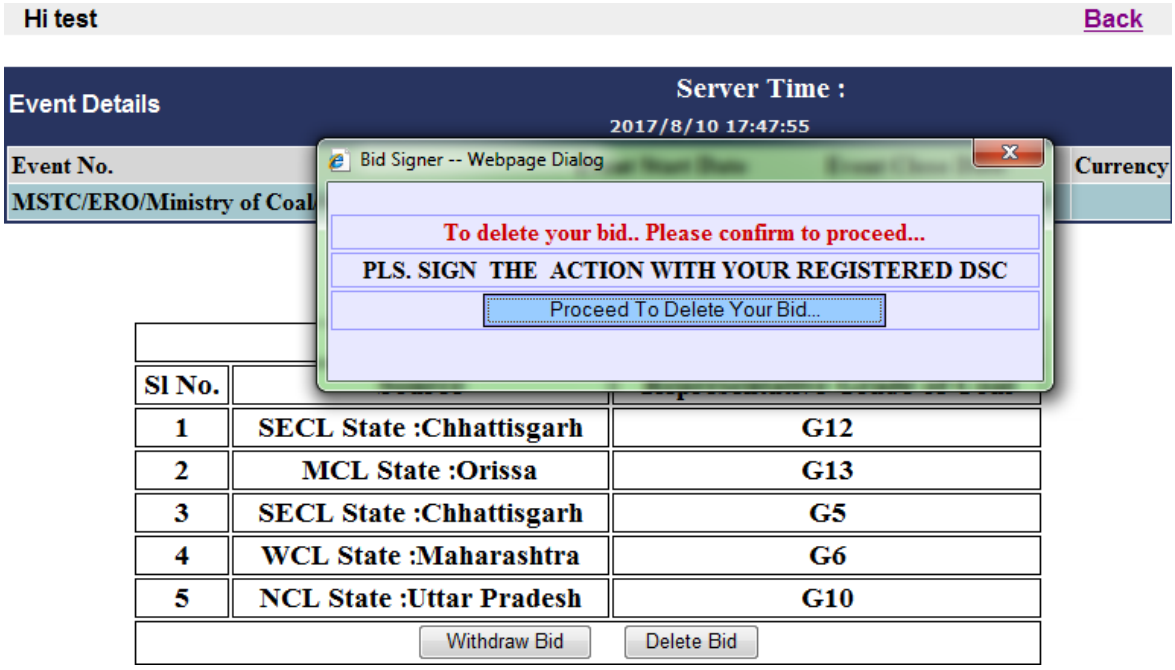
Select the DSC from the List of DSC.





After successful submission of the BID a confirmation e-mail is sent at the registered e-mail of the bidder and the web page confirming **IPO submitted** message is displayed.

If a bidder wants to delete his bid the bidder has to press the **Delete Bid** button.



Deletion of a bid had to be signed by the registered DSC. Once the bid is deleted by the bidder a confirmation e-mail is sent at the registered e-mail confirming the same.

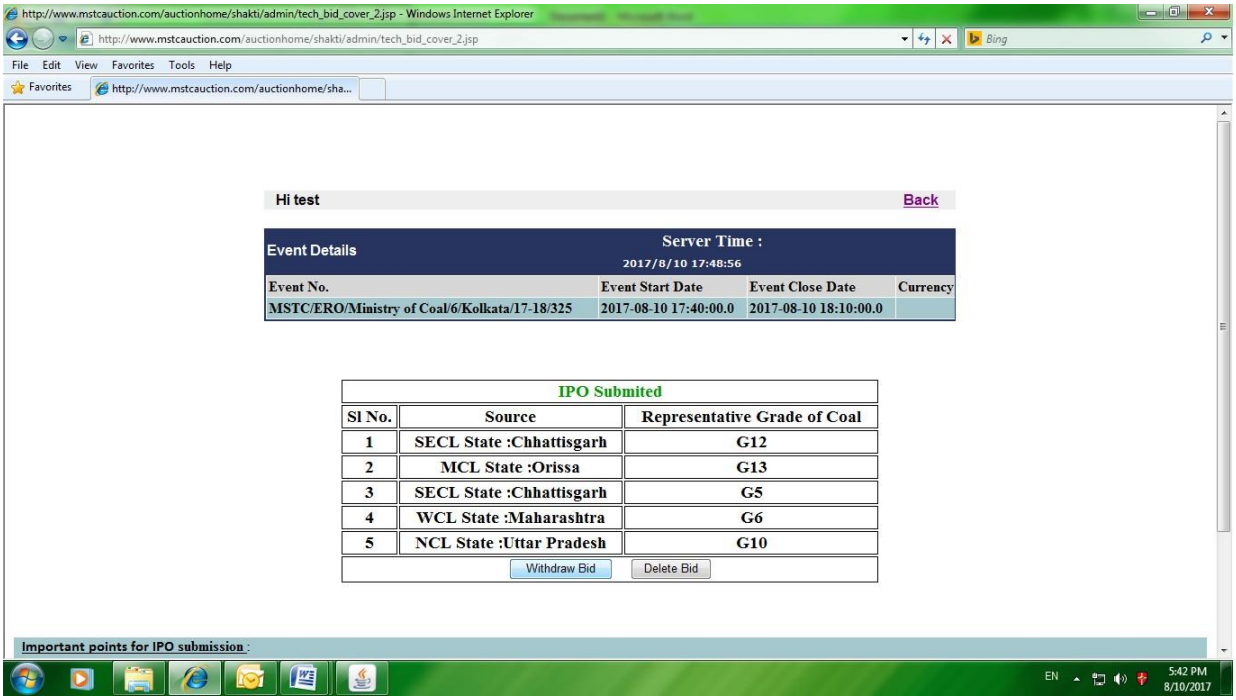
Event Details	Server Time : 2017/8/10 17:48:21		
Event No.	Event Start Date	Event Close Date	Currency
MSTC/ERO/Ministry of Coal/6/Kolkata/17-18/325	2017-08-10 17:40:00.0	2017-08-10 18:10:00.0	

IPO Deleted

Sl No.	Source	Representative Grade of Coal	Quoted Discount (In Paisa)
1	SECL State :Chhattisgarh	G12	0
2	MCL State :Orissa	G13	0
3	SECL State :Chhattisgarh	G5	0
4	WCL State :Maharashtra	G6	0
5	NCL State :Uttar Pradesh	G10	0

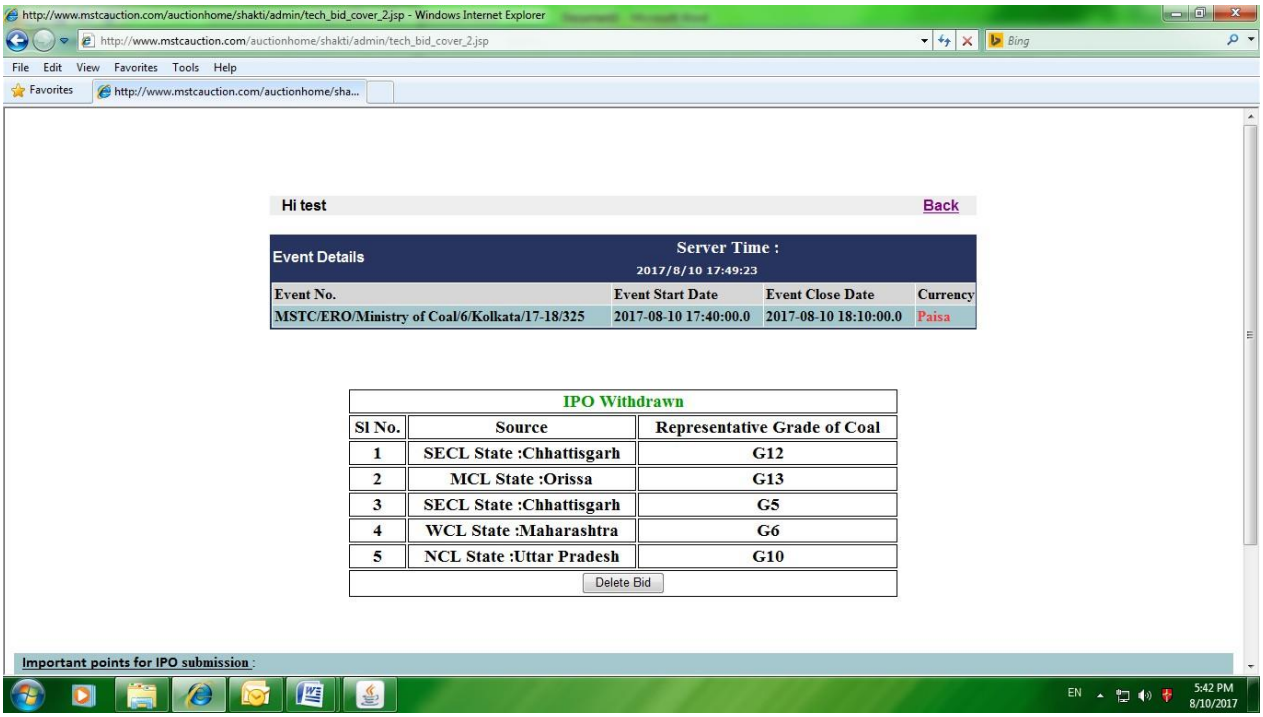
Final Submission

A screen confirming **IPO deleted** message is displayed on the screen. Once the bid has been deleted the bidder has the option to submit fresh bid.

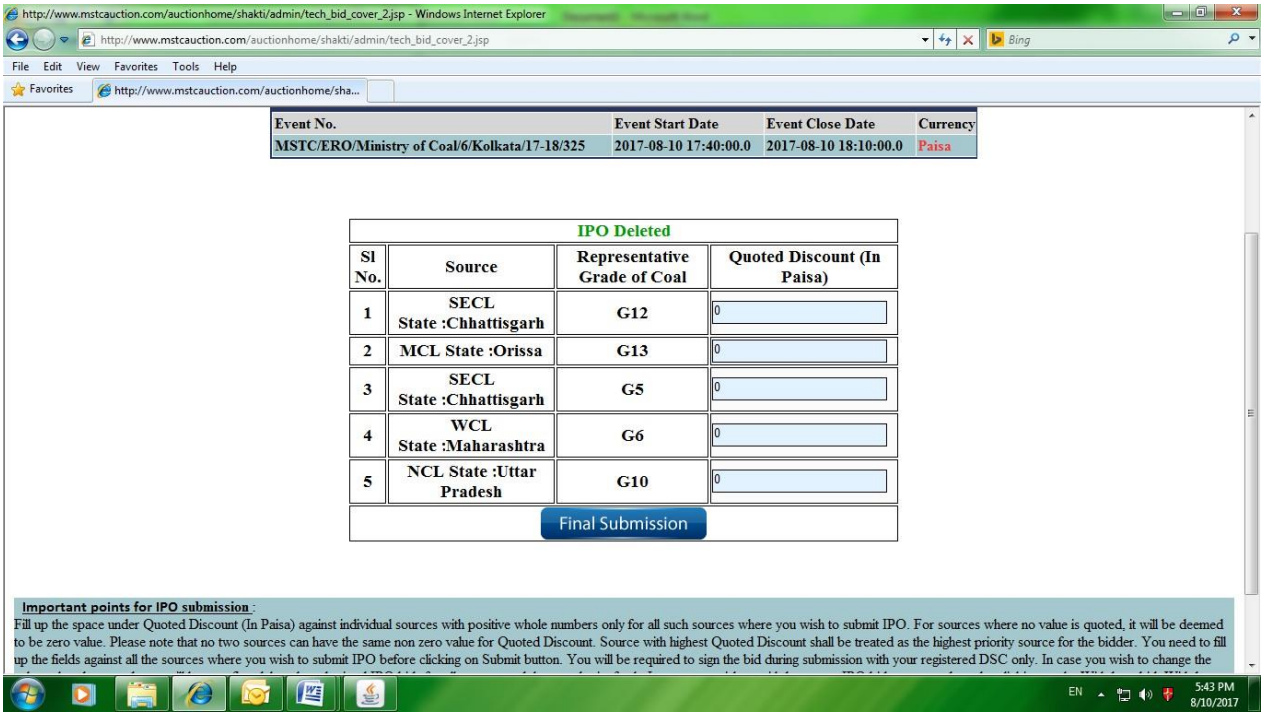


After successful submission of BID the bidder also has the option to withdraw its bid. To withdraw its bid the bidder had to press the "**Withdraw Bid**" button. Once the bidder withdraws its bid then the system will not consider the bidder's offer for future computation

Once the bidder withdraws its bid a confirmation e-mail is sent to the registered e-mail confirming IPO withdrawn message and a screen confirming **IPO Withdrawn** message is displayed on the screen.



If a bidder wishes to re-submit its IPO bid after having withdrawn the previously submitted bid, it can do so by first deleting the withdrawn bid and then submit fresh bid. To delete the bid, bidder has to press the **Delete Bid** button. Once the bid is deleted again a confirmation mail is send at registered e-mail and screen confirming **IPO deleted** message is displayed on the screen.



Event No.	Event Start Date	Event Close Date	Currency
MSTC/ERO/Ministry of Coal/6/Kolkata/17-18/325	2017-08-10 17:40:00.0	2017-08-10 18:10:00.0	Paisa

IPO Deleted

Sl No.	Source	Representative Grade of Coal	Quoted Discount (In Paisa)
1	SECL State :Chhattisgarh	G12	0
2	MCL State :Orissa	G13	0
3	SECL State :Chhattisgarh	G5	0
4	WCL State :Maharashtra	G6	0
5	NCL State :Uttar Pradesh	G10	0

Final Submission

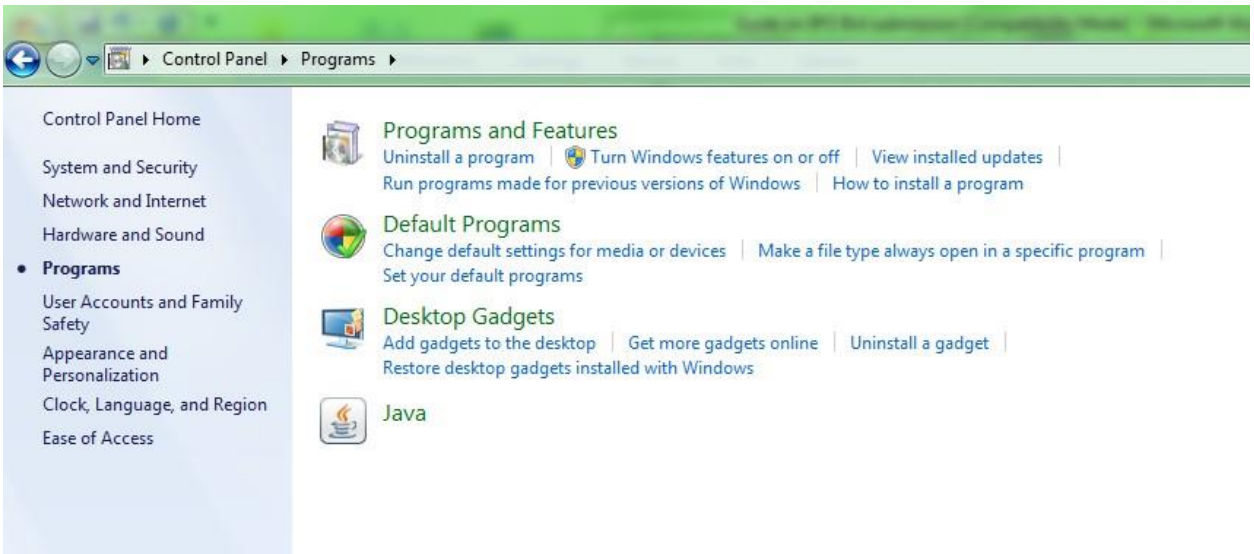
Important points for IPO submission :
Fill up the space under Quoted Discount (In Paisa) against individual sources with positive whole numbers only for all such sources where you wish to submit IPO. For sources where no value is quoted, it will be deemed to be zero value. Please note that no two sources can have the same non zero value for Quoted Discount. Source with highest Quoted Discount shall be treated as the highest priority source for the bidder. You need to fill up the fields against all the sources where you wish to submit IPO before clicking on Submit button. You will be required to sign the bid during submission with your registered DSC only. In case you wish to change the

Bidder can submit its bid again.

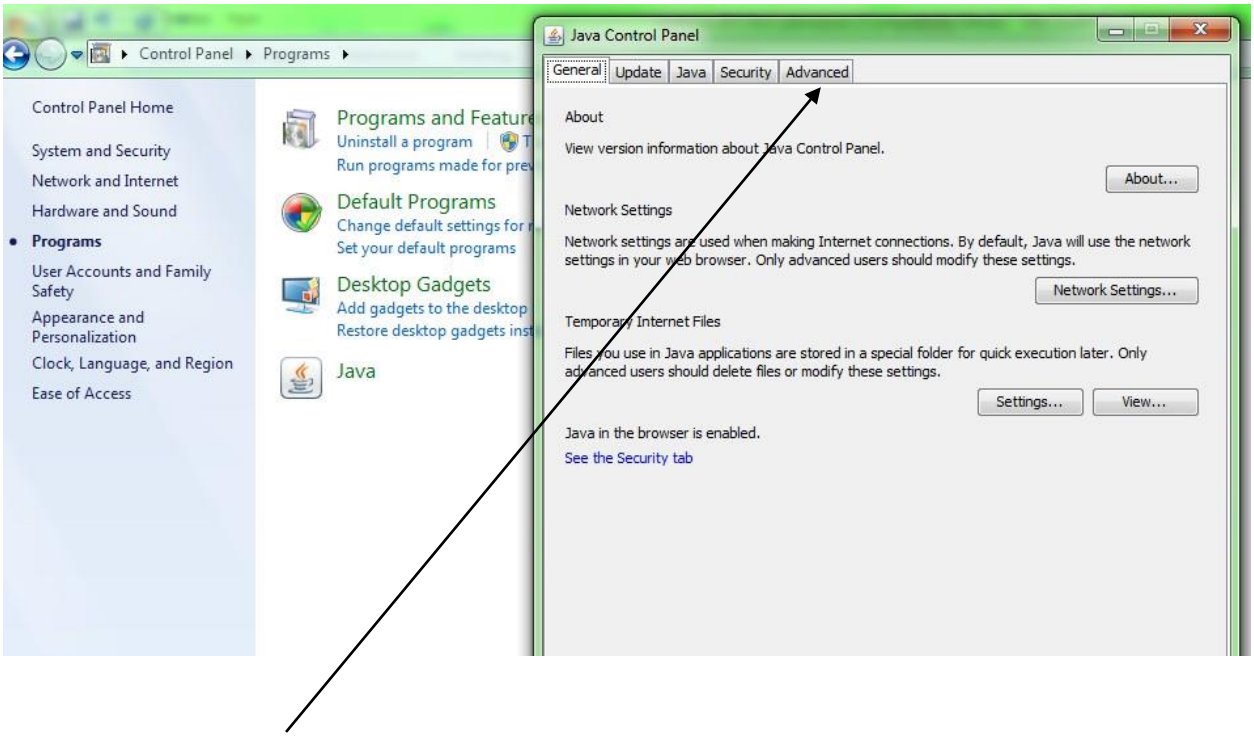
Bidders can modify its bid by deleting its bids any number of times during the period IPO is live. Once IPO duration is over no modification shall be allowed.

Setting of Java Control panel to allow the system to run the MSTC e-Procurement application.

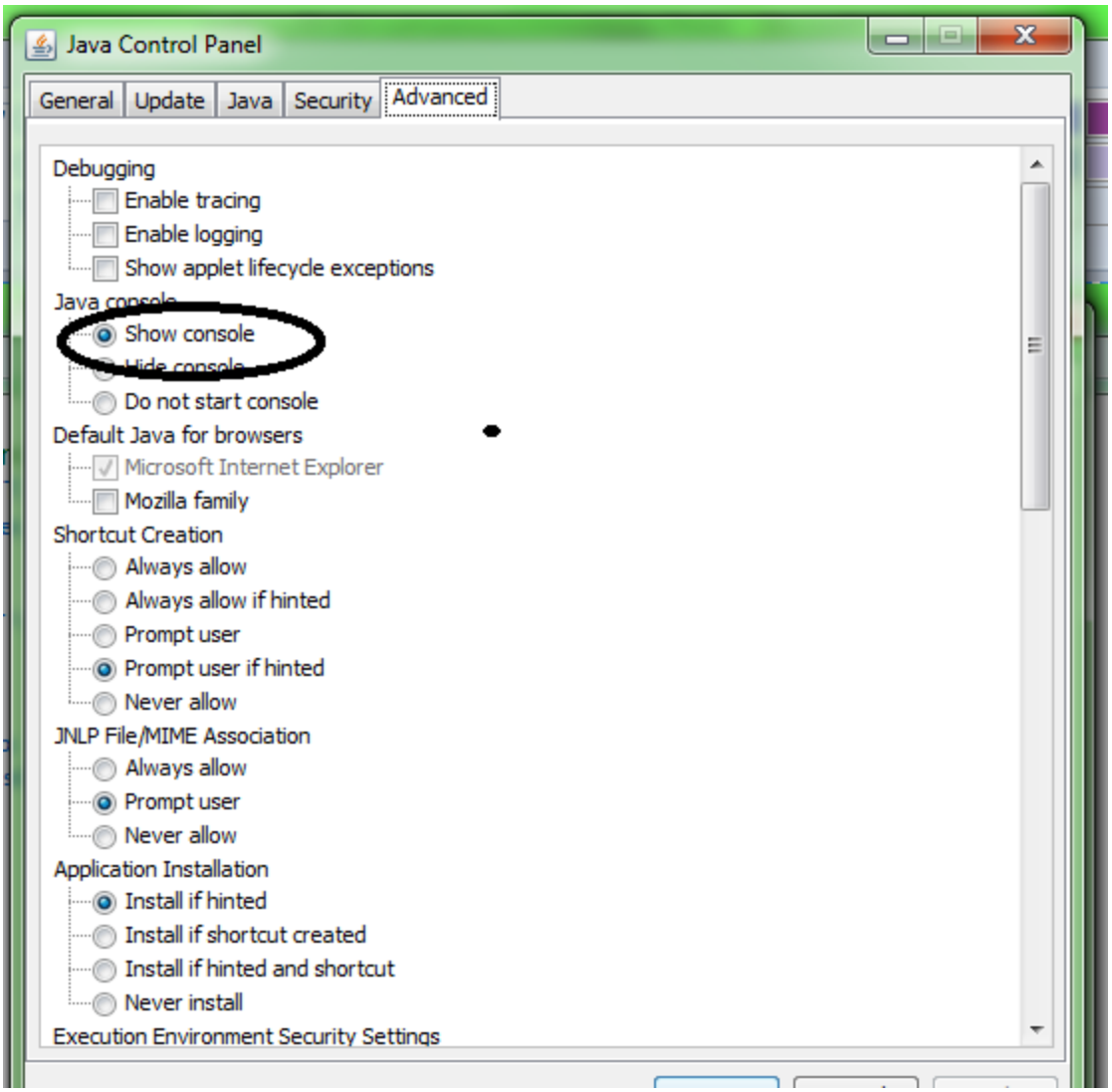
Open your control panel and find the Java icon



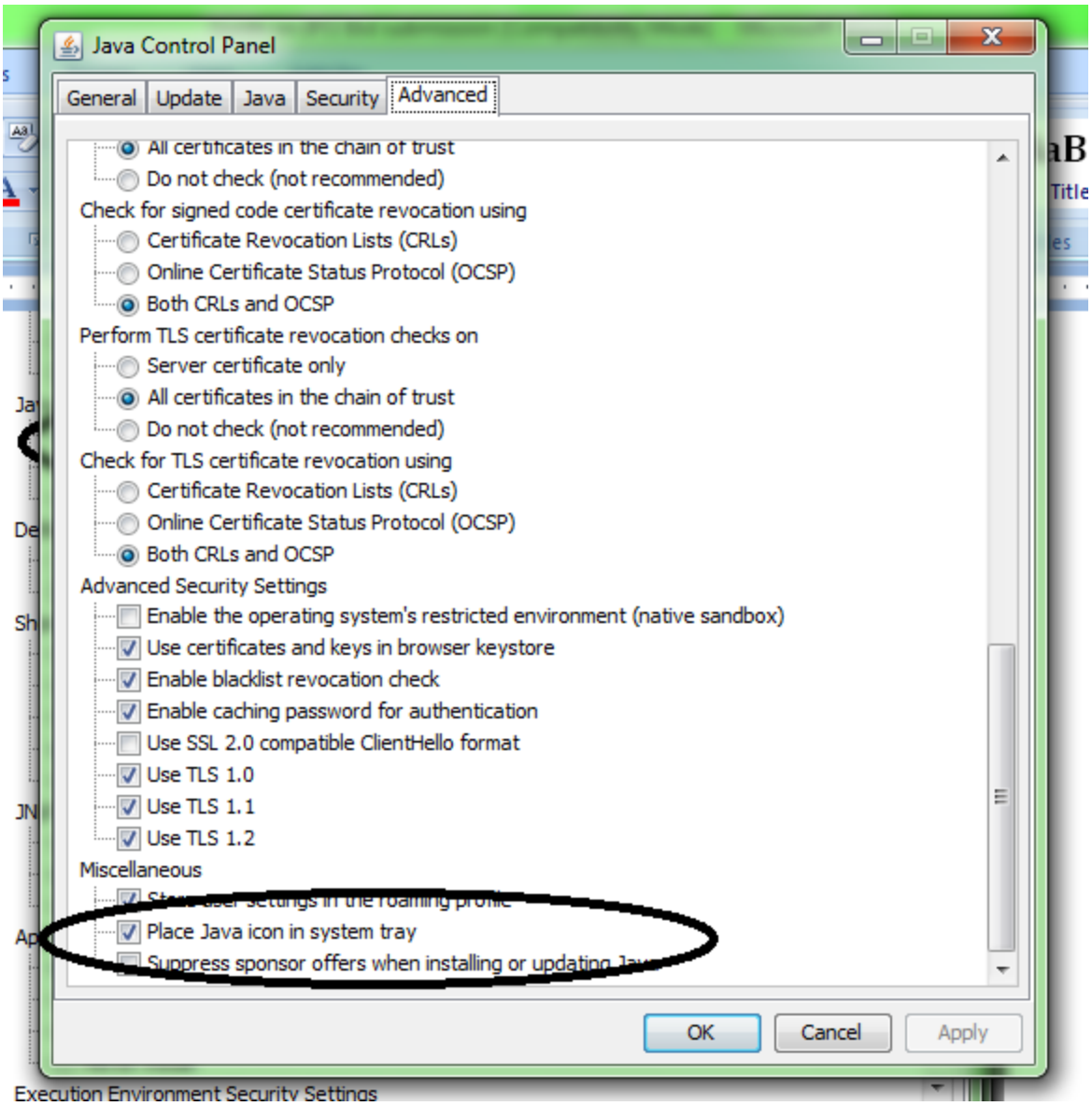
Double click the Java Icon



Click on the Advance button



Enable the Show console option



And check the Place Java icon in system tray and then press the OK button.