

STEP BY STEP Guide On

Award of Contract



Government of India Central Public Procurement Portal



Home Search Latest Active Tenders Tenders By Closing Date Latest Active Corrigendums Result of Tenders हिन्दी

eProcurement System Government of India

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[Rules and Procedures](#)

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[Tender Related Links](#)

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Search the Tender

[Tender Search](#)

Welcome to Central Public Procurement Portal

[Click here to view the Latest Active Tenders](#)

[Click here for ePublishing](#)

[Click on eProcure](#)

The Central Public Procurement Portal of Government of India facilitates all the Central Government Organizations to publish their Tender Enquiries, Corrigendum and Award of Contract details. The system also enables the users to migrate to total electronic procurement mode.

The primary objective of this portal is to provide a single point access to the information on procurements made across various Central Government Organizations.

- [Training Schedule on Central Public Procurement Portal](#)
- [List of registered Nodal Officers for ePublishing the tenders](#)
- [List of Organisations using CPPP-eProcure ^{new}](#)
- [XML Upload steps - CPP Portal](#)

**GO TO HOME PAGE OF CPP PORTAL WITH
URL -<http://eprocure.gov.in>**

ePublish / eProcure

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FAQ

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Calendar

<< July - 2015 >>

Sun Mon Tue Wed Thu Fri Sat



Government of India Central Public Procurement Portal (eProcurement)



28-Jul-2015

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« The 24 x 7 Toll Free Telephonic Help Desk Number 1800-3070-2232. Mobile Nos 91-7878007972 and 91-7878007973

MIS Reports

Tenders by Location

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Welcome to eProcurement System

The eProcurement System of India enables the Tenderers to download the Tender Schedule free of cost and then submit the bids online through this portal.

Latest Tenders

Tender Title	Reference No	Closing Date	Bid Opening Date
1. Jersey Woolen V Neck Dyed - 25645 Nos	17519 dated 24 July 2015	02-Sep-2015 12:00 PM	02-Sep-2015 12:30 PM
More...			

Latest Corrigendums

Corrigendum Title	Reference No	Closing Date	Bid Opening Date
5. Extension of Bid submission date	80319R/E8	06-Aug-2015 12:00 PM	06-Aug-2015 12:30 PM
6. Corregendum	24/pcdc/15-16	03-Aug-2015 03:00 PM	03-Aug-2015 03:30 PM
7. Extension of Due date of submission upto 03.08.2015	E219150702	03-Aug-2015 10:00 AM	03-Aug-2015 03:00 PM
8. Date Extension	IITD/CSC(SP-214)/2015	04-Aug-2015 04:00 PM	06-Aug-2015 03:00 PM
More...			

Enter login ID and Password.

User Login

Login ID *
Password *

[Online Bidder Enrollment Generate / Forgot Password?](#)

Search with ID/Title/Reference no

Advanced Search

[Help For Contractors](#)

[Information About DSP](#)



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Digital C

Welcom



S.No

1.

2.



If the '...' button is not appearing in this screen, perform the following checks:

1. Java Runtime Environment (JRE) 1.6 or above should be installed.

2. Java should be installed from the res...

3. USB port / e-Token must be plug...

4. USB port / smart card reader.

Security Warning

Do you want to run this application?



Publisher: UNKNOWN

Location: http://eprocure.gov.in

Running this application may be a security risk

Risk: This application will run with unrestricted access which may put your computer and personal information at risk. The information provided is unreliable or unknown so it is recommended not to run this application unless you are familiar with its source

[More Information](#)

Select the box below, then click Run to start the application

I accept the risk and want to run this application.

Run

Cancel

Cancel

... for authentication.

Expiry Date	Status
-------------	--------

27-Aug-2016 05:11 AM	Live
----------------------	------

27-Aug-2016 05:11 AM	Live
----------------------	------

Select the
Checkbox

Click on
Run



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1. Mobile Nos 91-7878007972 and 91-7878007973

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Digital Certificate Authentication

Welcome **M Rama Amirtham [mradep1@nic.in]**,



1. You have registered with DSC. Please insert your DSC card / e-Token for authentication.
2. Click the 'Login' button to proceed.

S.No	Alias Name	Serial No.	Certificate Type	Expiry Date	Status
1.	M RAMA AMIRTHAM	53 19 ee 54	Signing	27-Aug-2016 05:11 AM	Live
2.	M RAMA AMIRTHAM	53 19 ee 58	Encipherment	27-Aug-2016 05:11 AM	Live



LOGIN

Cancel

Click on Login Button

On this screen, perform the following checks:

1. Java (JRE) 1.6 or above should be installed.

2. The resource CD should be installed.

3. The DSC card / e-Token must be plugged in with the system's USB port / smart card reader.

Physically Insert the DSC token into the system and Click on LOGIN. When prompted enter the DSC PIN also.

28-Jul-2015

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MIS Reports

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Digital Certificate Authentication

Welcome M Rama



S.No	Alias Name
1.	M RAMA
2.	M RAMA



If the 'Login' button

1. Java Run Time Environment (JRE) 1.6.0_45 or later should be installed from the following link: [http://www.oracle.com/technetwork/java/javase-downloads-136437.html](#)
2. DSC drivers should be installed from the following link: [http://www.dsc.gov.in/](#)
3. The DSC smart card / e-Token must be inserted into the system's USB port / smart card reader.

Log on: eToken

Log on to eToken eToken

Enter eToken password

eToken Name: eToken

Password: ●●●●●●

OK Cancel

Enter Dsc Password

Click Ok

Cancel

Alias Name	Expiry Date	Status
M RAMA	27-Aug-2016 05:11 AM	Live
M RAMA	27-Aug-2016 05:11 AM	Live



DASHBOARD

Master Management

→ Org Hierarchy Master

User Management

→ My Accounts

→ Block Tenderer User

→ Block Corporate User

Tender Management

→ Create Tender / Tender List

→ Published Tenders

→ Clarifications

→ Archived Clarifications

→ Pre-bid Meeting

→ Tender Status

→ Tender Comprehensive Report

→ Archive Tenders

→ View My Space List

→ Bid Document Download

→ Bids Submitted

Welcome M Rama Amirtham,

Roles : Procurement Officer Admin, Procurement Officer Opener, Dept Reports

 Pending

 Activity Of the Day

 Alerts

 Announcements

**Role Based (Procurement Officer Admin(Creator)/
Publisher/ Opener / Evaluator) Dashboard will appear.**

- Org Hierarchy Master
- User Management**
- My Accounts
- Tender Management**
- Create Tender / Tender List
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- Downloaded Tenders
- Pre Tender Details
- Bid Opening**
- Tenders
- Bid Evaluation**
- Item Wise Evaluation
- Technical Evaluation
- Financial Evaluation
- AOC

Welcome M Rama 1 Amirtham,

Roles : Procurement Officer Admin,Procurement Officer Opener,Procurement Officer Evaluator,Procurement Officer Publisher,Dept Reports

<p> Pending</p> <p>Tender(s) due for Technical Evaluation [3]</p> <hr/> <p>Tender(s) due for Financial Evaluation [1]</p> <hr/> <p>Tender(s) to be Awarded [2]</p> <hr/>	<p> Activity Of the Day</p> <p>Tender(s) due for opening today [7]</p> <hr/> <p>Tender(s) due for Financial opening [1]</p> <hr/>
--	---

 **Alerts**

 **Announcements**

Click on 'AOC'
Tab

AWARD OF CONTRACT

Master Management

Org Hierarchy Master

User Management

My Accounts

Tender Management

Create Tender / Tender List

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Downloaded Tenders

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Bid Opening

Tenders

AOC Tenders

Search

Tender Id

Tender Category

-Select-

Keyword

Keyword finds match in tender title and tender reference no.

Clear

Search

AOC Tender List

S.No	Tender Id	Tender Title	Tender Reference Number	Tender Category	View
1	2015_NIC_36669_1	Supply of Items to setting computer lab at NIFM	2015/NIFM/51159/E3ES	Goods	
2	2015_NIC_34710_1	Supply of Computers	NIFM/Test/2015/28/04/01	Goods	

Click the 'View' icon corresponding to the tender

- Master Management
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- Bid Opening
 - Tenders
- Bid Evaluation
 - Item Wise Evaluation
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 - Financial Evaluation

Tender Reference Number : 2015/NIFM/51159/E3ES

Tender Title : Supply of Items to setting com

Tender Id : 2015_NIC_36669_1

Fill in the Contract Value

Enter the total amount of BOQ

Contract Value * INR 3655000

Description

Upload the AOC details document. Only pdf files are permitted to upload.

AOC Details *

Contract Date *

Work Completion Period (in days)* 45

Bids List

S.No	Bid Number	Bidder Name	Bid Type	Document	Rank	Status	Awarded Currency	Awarded Value	AOC
1	25249	xyz	Online	View	L1	Accepted	INR		<input type="checkbox"/>
2	25250	JAGANNATH Co.ltd.	Online	View	L2	Accepted	INR		<input type="checkbox"/>

Cancel Save

- Master Management
- Org Hierarchy Master
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AWARD OF CONTRACT → AOC

Tender Reference Number : 2015/NIFM/51159/E3ES

Tender Title : Supply of Items to setting computer lab at NIFM

Tender Id : 2015_NIC_36669_1

Enter the total amount of BOQ

Contract Value * INR 3655000

Fill in the Description

Description

AOC for Supply of Items to setting computer lab at NIFM

Upload the AOC details document. Only pdf files are permitted to upload.

AOC Details *

 

Contract Date * 

Work Completion Period (in days)* 45

Click on the Browse Icon to Upload the document

Bids List

S.No	Bid Number	Bidder Name	Bid Type	Document	Rank	Status	Awarded Currency	Awarded Value	AOC
1	25249	xyz	Online	View	L1	Accepted	INR	<input type="text"/>	<input type="checkbox"/>
2	25250	JAGANNATH Co.ltd.	Online	View	L2	Accepted	INR	<input type="text"/>	<input type="checkbox"/>

Cancel Save

- Master Management
- Org Hierarchy Master
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AWARD OF CONTRACT → AOC

Tender Reference Number : 2015/NIFM/51159/E3ES
 Tender Title : Supply of Items to setting computer lab at NIFM
 Tender Id : 2015_NIC_36669_1

Browse...

Look In: Desktop

PR	TrendMicro AntiThreat Toolkit
Projets green sheet	AoC.pdf
Public procurement	Azizi_construction_Bid_86477.pdf
QCBS_new ver ppt	Clarification_HPIL_etender.PDF
Test	New Doc 3.pdf
THDC	NIELIT_Tender_Document.pdf

File Name: AoC.pdf
 Files of Type: .pdf

Open Cancel

Select the document and click on Open Button

S.No	Bid Number	Bidder Name	Bid Type	Document	Rank	St	rded Value	AOC
1	25249	xyz	Online	View	L1	Ac		<input type="checkbox"/>
2	25250	JAGANNATH Co.ltd.	Online	View	L2	Acc		<input type="checkbox"/>

Cancel Save

- Master Management
- Org Hierarchy Master
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Enter the total amount of BOQ

Contract Value * INR 3655000

Description
AOC for Supply of Items to setting computer lab at NIFM

Upload the AOC details document. Only pdf files are permitted to upload.

AOC Details *

C:\Users\SACHIN\Desktop\AoC.pdf



Contract Date *

Work Completion Period (in days)* 45

Click on this Icon to digitally sign the document

Bids List

S.No	Bid Number	Bidder Name	Bid Type	Document	Rank	Status	Awarded Currency	Awarded Value	AOC
1	25249	xyz	Online	View	L1	Accepted	INR		<input type="checkbox"/>
2	25250	JAGANNATH Co.ltd.	Online	View	L2	Accepted	INR		<input type="checkbox"/>

Cancel Save

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Tender Title : Supply of Items to setting computer lab at NIFM

Tender Id : 2015_NIC_36669_1

Enter the total amount of BOO

Token Logon

SafeNet Authentication Client

Enter the Token Password.

Token Name: eToken

Token Password: ●●●●●●

Current Language: EN

OK Cancel

Enter Dsc Password

Click Ok

Work Completion P

S.No	Bid Number	Bidder Name	Bid Type	Document	Rank	Status	Awarded Currency	Awarded Value	AOC
1	25249	xyz	Online View		L1	Accepted	INR		
2	25250	JAGANNATH Co.,ltd.	Online View		L2	Accepted	INR		

- Master Management
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Enter the total amount of BOQ

Contract Value * INR 3655000

File Signing

Message

File signed successfully

OK

Click on Ok Button

Upload the AOC details

C:\Users\SACHIN\Desktop\AoC.pdf

Bids List

S.No	Bid Number	Bidder Name	Bid Type	Document	Rank	Status	Awarded Currency	Awarded Value	AOC
1	25249	xyz	Online View		L1	Accepted	INR		<input type="checkbox"/>
2	25250	JAGANNATH Co.ltd.	Online View		L2	Accepted	INR		<input type="checkbox"/>

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 Tender Id : 2015_NIC_36669_1

Enter the total amount of BOQ

Contract Value * INR 3655000

Description
 AOC for Supply of Items to setting computer lab at NIFM

Upload the AOC details document. Only pdf files are permitted to upload.

Select 'Contract Date'

AOC Details * C:\Users\SACHIN\De...pdf

Contract Date *

Work Completion Period (in days)* << August 2015 >>

Bids List						
S.No	Bid Number	Bidder Name	Bid Type	Document	Rank	Status
1	25249	xyz	Online	View	L1	Accepted
2	25250	JAGANNATH Co.ltd.	Online	View	L2	Accepted

Calendar for August 2015. The date 10 is selected.

10 August, 2015 Clear

Contract Value	AOC
<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="checkbox"/>

Cancel Save

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Contract Value * INR 3655000

Description
 AOC for Supply of Items to setting computer lab at NIFM

Upload the AOC details document. Only pdf files are permitted to upload.

AOC Details * C:\Users\SACHIN\Desktop\AoC.pdf

Contract Date * 10/08/2015

Work Completion Period (in days)* 45

Click on View to view the document

Bids List									
S.No	Bid Number	Bidder Name	Bid Type	Document	Rank	Status	Awarded Currency	Awarded Value	AOC
1	25249	xyz	Online	View	L1	Accepted	INR		<input type="checkbox"/>
2	25250	JAGANNATH Co.ltd.	Online	View	L2	Accepted	INR		<input type="checkbox"/>

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Enter the total amount of BOQ

Contract Value * INR 3655000

AOC for Supply of Items to setting computer lab at NIFM

Description

Upload the AOC details document. Only pdf files are permitted to upload.

C:\Users\SACHIN\Desktop\AoC.pdf

AOC Details *

Contract Date * 10/08/2015

Work Completion Period (in days)* 45

Click on the Check Box against the bidder who has been awarded the contract

Bids List									
S.No	Bid Number	Bidder Name	Bid Type	Document	Rank	Status	Awarded Currency	Awarded Value	AOC
1	25249	xyz	Online View		L1	Accepted	INR	2500000	<input checked="" type="checkbox"/>
2	25250	JAGANNATH Co.ltd.	Online View		L2	Accepted	INR	1155000	<input checked="" type="checkbox"/>

Enter Awarded value

Cancel Save

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AOC Details *

C:\Users\SACHIN\Desktop\AoC.pdf

Contract Date * 10/08/2015

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Bids List

S.No	Bid Number	Bidder Name	Bid Type	Document	Rank	Status	Awarded Currency	Awarded Value	AOC
1	25249	xyz	Online View		L1	Accepted	INR	2500000	<input checked="" type="checkbox"/>
2	25250	JAGANNATH Co.ltd.	Online View		L2	Accepted	INR	1155000	<input checked="" type="checkbox"/>

Cancel Save



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Tender Id : 2015_NIC_36669_1

Enter the total amount of BOQ

Contract Value *

Description
AOC for Supply of Items to setting computer lab at NIFM

Upload the AOC details document. Only pdf files are permitted to upload.

Uploaded AOC document : AoC.pdf 

Contract Date * 

Work Completion Period (in days)*

**Click on the Link
to Print AOC**

[Print Award Of Contract](#)

END OF AWARD OF CONTRACT

- Any further queries can be clarified through...
 - Mail – cphp-nic@nic.in
 - Phone – Toll Free 24 x 7 Help Desk
1800-3070-2232

T H A N K Y O U