

## **INFORMATION & INSTRUCTIONS FOR THE BIDDERS REGARDING E-TENDERING**

1. The intending bidder must have valid class-3B digital signing Certificate and Encryption Certificate issued by any certifying authority approved by Govt. of India to participate in the online bidding. The bidders are requested to ensure that they have the same, well in advance.

2. The browser that can be used is internet explorer 8 or above.

3. Pre-requisite settings required in Internet explorer:

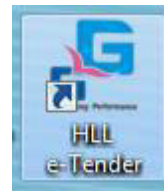
For smooth bidding there are certain pre-requisites to be installed/settings to be completed on your Internet Explorer browser. HLL has developed a custom pre-installer kit for carrying out these settings in IE browser automatically. Bidders can download the HLL e Tender installer kit provided in the bidders help document section and install the same in your computer. Installer kit will take care of following settings in your IE browser once successfully installed. Required administrative privilege should be available for the system user.

1. jre-7 patch level 51 or Higher

Minimum Required for Encrypting the Bid. You can update to latest version if you want. Always recommended to use one version of java in your system.

2. Microsoft Runtime re-distributional library Visual C++ 2012 11.061030- Required for Digitally sign the Bid

3. Register sapsign.ocx to Windows registry Required for Digitally sign the Bid/Bid Response
4. Turn off popup blocker Required for showing some popup display from SRM portal
5. Add HLL eTender website to Internet Explorer trusted sites. To avoid blocking of running the sap sign ActiveX control from HLL eTender website Setup the compatibility view for internet explorer 8 or higher version.



Once the installer kit is installed, a short cut icon will be created in your desk top. And for subsequent log in to HLL e- tender portal click on the shortcut.

1. The Bid Document as uploaded can be viewed and downloaded from HLL e-tender portal <https://etender.lifecarehll.com> or through [www.lifecarehll.com/tender](http://www.lifecarehll.com/tender) and click on E-Tenders.
2. Please go through the bidders help document provided in the e-tendering portal before proceeding for bidding.

3. Detailed step-step tutorial video/ manual, Frequently Asked Questions and e-tendering screen shot are available in the portal.
4. Please ensure that all prerequisites are in place before starting for bidding.
5. In the event of any amendments in the Bid, an E-mail communication will be sent to all registered bidders for the particular tender. **Please ensure the correctness of Email IDs given to HLL.**
6. In order to avoid issues while receiving system generated emails from HLL e-tender portal, please ensure following settings in your email server. HLL Email Domain and Email Relay Server Gateways/Domains may be blacklisted by the Spam filters associated with the Email Server of the recipients. In order to avoid this situation, the recipient has to request their mail service providers/Spam Engines to whitelist our Email Domain (<http://mail.lifecarehll.com> ) , our Email Relay Server Gateways (Primary: 210.212.237.18 & Secondary: 122.15.72.34) and our Email Relay Server Domains (<http://emailrelayp.lifecarehll.com>&<http://emailrelays.lifecarehll.com> ) permanently for avoiding difficulty in receiving Emails.
7. Once the bid is published in HLL e-tender portal, the bid document and relevant details from the technical folder (is available only in the case of two bid) can be viewed/downloaded using log on credentials by all registered vendors of HLL for e-tendering or using Guest login for a new vendor.
8. Interested bidders, who are not registered with HLL in the e-tender portal, please complete the Vendor registration procedure and ensure that they are in possession of valid User ID.

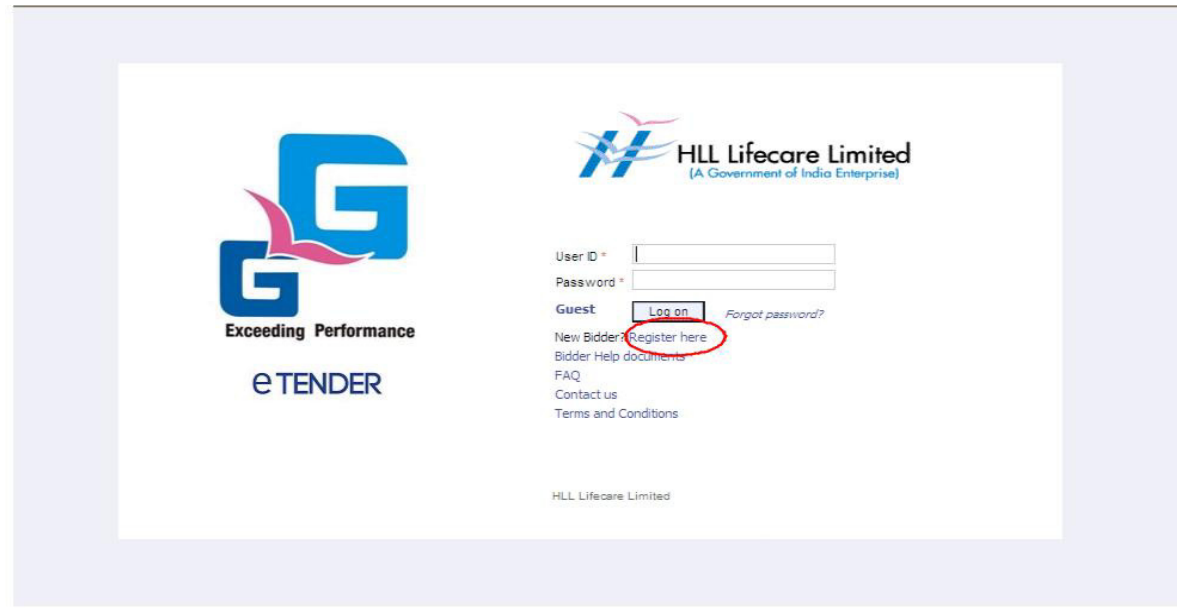
9. The exported public key of Digital Signature Certificate in (.cer)format should also be submitted through e-mail by both registered/new vendors for the purpose of mapping the same in the Server for enabling the bidders to participate in the e-tender.
10. Bidders will not be able to participate in the e-tender after the closing time mentioned for the submission of bid. Please make note of the dynamic time displayed in the screen.
11. **The bidder can 'create response' in e-tender portal for the bid only after submitting the tender document cost in the prescribed form and amount mentioned above at the office of the Associate Vice President(IDD),HLL Lifecare Limited,HLL Bhavan- Golden Jubilee block,Contracts Department,2nd floor,Mahilamandiram Road, Poojappura, Thiruvananthapuram-695012, Ph: 0471 2775500 on or before due date and subsequent acknowledgement by HLL.**
12. The bidders can view the status of the Tender fee amount submitted, by logging to portal using their username and password, once HLL Lifecare Ltd acknowledges the receipt of the Tender fee.
13. Since this being an open bid, interested bidders need to first Register for the bid. Hence the bidders are requested log in to portal using their credentials (user name and Password), select the particular RFX and in the detail screen click on "Register" icon. This is a mandatory prerequisite for all further activities like, Tender fee acknowledgement, Creating the Response & receiving E-mail communications with reference to the RFX etc.

It is mandatory to upload scanned copies in PDF format of all the documents including experience certificates, financial details, service tax registration/ VAT registration/ Sales Tax registration, manpower

details, details construction equipment as stipulated in the technical bid document. Please ensure that all the required technical documents are uploaded while submitting the tender online. If such document is not uploaded, his bid will become invalid and cost of bid document shall not be refunded.

15. All Technical details required as per the eligibility criteria in the document should be attached in the C folder of the Notes and Attachment section of e-tendering portal.

Enter into the HLL e-tender portal @ <https://etender.lifecarehll.com> or [www.lifecarehll.com/tenders](http://www.lifecarehll.com/tenders).



The bidder has to fill the details and send it along with exported copy of Digital Certificate (Refer Bidder help documents), valid email id, name, address and contact no. of bidder.

The user id and initial password will be forwarded to the email id of the bidders after sending the duly filled questionnaire to HLL.

- At first Bidder will REGISTER to the bid, only then he/she can Create Response.
- CREATE RESPONSE button will not become active until bidder is registered and submitted the tender document cost. And HLL acknowledges

Log in with user ID and Password.



User ID \* 207078 X

Password \* .....

Guest  [Forgot password?](#)

New Bidder? [Register here](#)

[Bidder Help documents](#)

[FAQ](#)

[Contact us](#)

[Terms and Conditions](#)

HLL Lifecare Limited

Select the RFX and click on 'Display Event'

Welcome ABCD LTD

Personalize | Log off

RFX and Auctions

Overview | Reports

RFX and Auctions

History BackForward

Active Queries

eRFXs All (45) Published (0) Ended (0) Completed (0)

eRFXs - All

Show Quick Criteria Maintenance

Personalize

View: [Standard View] Create Response Display Event Display Response Print Preview Refresh Export

Event Number	Event Description	Event Type	Event Status	Start Date	End Date	Response Number	Response Status	Event Version	Response Version	Q&A	Start Time	End time
<a href="#">3000004921</a>	Trida demo	Open Tender 2 Bid	Published		21.07.2016		No Bid Created			0	00:00:00	17:30:00
<a href="#">3000004919</a>	TMC REAL 2.39	Open Tender 1 Bid	Published	20.07.2016	20.07.2016	<a href="#">4000004241</a>	Submitted		2	0	14:53:00	15:10:00
<a href="#">3000004909</a>	tmc cho 2	Open Tender 1 Bid	Published	11.07.2016	11.07.2016	<a href="#">4000004236</a>	Submitted	2	2	0	17:15:00	17:30:00
<a href="#">3000004906</a>	tmc demo cho	Open Tender 1 Bid	Published	11.07.2016	11.07.2016	<a href="#">4000004233</a>	Submitted		2	0	16:10:00	16:20:00
<a href="#">3000004880</a>	TRANSPORTATION OF FG BY TRUCK	Open Tender 2 Bid	Published	09.05.2016	13.05.2016	<a href="#">4000004211</a>	Submitted		2	0	08:45:00	11:00:00
<a href="#">3000004851</a>	MM_CT 08.04.2016 10:05	Open Tender 2 Bid	Published		08.04.2016	<a href="#">4000004184</a>	Saved			0	00:00:00	11:00:00
<a href="#">3000004802</a>	ZINC OXIDE 2016-17	Open Tender 2 Bid	Published	29.02.2016	07.03.2016	<a href="#">4000004129</a>	Submitted		2	0	11:30:00	11:00:00
<a href="#">3000004776</a>	HLL_SUPPORT 05.02.2016 12:53:09	Open Tender 2 Bid	Published		05.02.2016	<a href="#">4000004106</a>	Submitted		2	0	00:00:00	14:45:00
<a href="#">3000004775</a>	HLL_SUPPORT 05.02.2016 12:33:29	Open Tender 2 Bid	Published		05.02.2016	<a href="#">4000004104</a>	Accepted		2	0	00:00:00	12:55:00
<a href="#">3000004773</a>	transport 1	Open Tender 2 Bid	Published	03.02.2016	10.02.2016	<a href="#">4000004117</a>	Submitted		2	0	16:35:00	15:00:00

Last Refresh 21.07.2016 16:54:03 INDIA Refresh



Can see REGISTER button here.

RFX and Auctions

HistoryBackForward

Display RFX :

Print Preview

Technical RFX

Close

Register

Verify Signature

Questions and Answers ( 0 )

Export

RFX Number 3000004921

Smart Number Trida demo

RFX Status Published

RFX Start Date

Submission Deadline 21.07.2016 17:30:00 INDIA

Remaining Time 0 Days 00:35:26

RFX Owner IDS2.9000

RFX Version Number 1

RFX Version Type Active Version

RFX Information

Items

Notes and Attachments

RFX Parameters

Questions

Note and Attachments

Conditions

Time Zone: INDIA

Tender Fee Amount: \* 5,000.00

Start Date: 00:00:00

Tender Fee Submission Deadline: 21.07.2016 17:30:00

Submission Deadline: \* 21.07.2016 17:30:00

Earnest Money Deposit Amount: \* 152,333.00

Currency: INR

Earnest Money Deposit Submission Deadline: 21.07.2016 17:30:00

Technical RFX Response Opening Date: \* 21.07.2016 17:32:00

Partners and Delivery Information

Details

Add

Send E-Mail

Call

Clear

Filter Settings

Function	Number	Name	Phone Number
Requester		IDS2.9000	

Click on REGISTER Button, can see bidder registered to this BID. Click the “ Participate” button too.

RFX and Auctions

HistoryBackForward

Display RFX :

Print Preview

Technical RFX

Close

Participate

Do Not Participate

Tentative

Verify Signature

Questions and Answers ( 0 )

Export

☒ You are registered to the RFX and will be informed of changes

RFX Number 3000004921Smart Number Trida demoRFX Status PublishedRFX Start DateSubmission Deadline 21.07.2016 17:30:00 INDIARemaining Time 0 Days 00:35:12RFX Owner IDS2.9000

RFX Version Number 1RFX Version Type Active Version

RFX Information

Items

Notes and Attachments

RFX Parameters

Questions

Note and Attachments

Conditions

Time Zone: INDIA

Tender Fee Amount: \* 5,000.00

Start Date: 00:00:00

Tender Fee Submission Deadline: 21.07.2016 17:30:00

Submission Deadline: \* 21.07.2016 17:30:00

Earnest Money Deposit Amount: \* 152,333.00

Currency: INR

Earnest Money Deposit Submission Deadline: 21.07.2016 17:30:00

Technical RFX Response Opening Date: \* 21.07.2016 17:32:00

▼ Partners and Delivery Information

Details

Add

Send E-Mail

Call

Clear

Filter Settings

Function	Number	Name	Phone Number
▪ Requester		IDS2.9000	

## Display RFX :

[Print Preview](#) [Technical RFX](#) [Close](#) [Do Not Participate](#) [Tentative](#) [Verify Signature](#) [Questions and Answers \( 0 \)](#) [Export](#)

☒ Your response has been sent; you will be informed of changes via e-mail

RFX Number 3000004921 Smart Number Trida demo RFX Status Published RFX Start Date Submission Deadline 21.07.2016 17:30:00 INDIA Remaining Time 0 Days 00:34:40 RFX Owner IDS2.9000  
RFX Version Number 1 RFX Version Type Active Version

RFX Information

Items

Notes and Attachments

RFX Parameters

Questions

Note and Attachments

Conditions

Time Zone: INDIA

Start Date: 00:00:00

Submission Deadline: \* 21.07.2016 17:30:00

Currency: INR

Tender Fee Amount: \* 5,000.00

Tender Fee Submission Deadline: 21.07.2016 17:30:00

Earnest Money Deposit Amount: \* 152,333.00

Earnest Money Deposit Submission Deadline: 21.07.2016 17:30:00

Technical RFX Response Opening Date: \* 21.07.2016 17:32:00

## ▼ Partners and Delivery Information

[Details](#) [Add](#) [Send E-Mail](#) [Call](#) [Clear](#)[Filter Settings](#)

Function	Number	Name	Phone Number
Requester		IDS2.9000	

As “Create Response” button is inactive, means bidder has not paid the TENDER FEE amount.

Welcome ABCD XYZ [Personalize](#) [Log off](#)

RFx and Auctions  
Overview | Reports

RFx and Auctions [History](#) [Back](#) [Forward](#)

Active Queries

eRFxs [All \(213\)](#) [Published \(0\)](#) [Ended \(0\)](#) [Completed \(0\)](#)

eRFxs - All [Show Quick Criteria Maintenance](#) [Create Response](#) [Personalize](#)

View: [Standard View] [Create Response](#) [Display Event](#) [Display Response](#) [Print Preview](#) [Refresh](#) [Export](#)

Event Number	Event Description	Event Type	Event Status	Start Date	End Date	Response Number	Response Status	Event Version	Response Version	Q&A	Start Time	End time
<a href="#">3000004921</a>	Trida demo	Open Tender 2 Bid	Published		21.07.2016		No Bid Created			0	00:00:00	17:30:00
<a href="#">3000004917</a>	demo 18.07	Open Tender 2 Bid	Published	18.07.2016	18.07.2016	<a href="#">4000004239</a>	Submitted		2	0	12:15:00	12:30:00
<a href="#">3000004916</a>	TMC 16.07	Open Tender 1 Bid	Published	16.07.2016	16.07.2016	<a href="#">4000004238</a>	Submitted		2	0	16:55:00	17:10:00
<a href="#">3000004914</a>	TMC 2PM	Open Tender 1 Bid	Published	12.07.2016	12.07.2016	<a href="#">4000004237</a>	Submitted	2	2	0	14:10:00	14:40:00
<a href="#">3000004909</a>	tmc cho 2	Open Tender 1 Bid	Published	11.07.2016	11.07.2016	<a href="#">4000004235</a>	Submitted	2	2	0	17:15:00	17:30:00
<a href="#">3000004906</a>	tmc demo cho	Open Tender 1 Bid	Published	11.07.2016	11.07.2016	<a href="#">4000004231</a>	Submitted		2	0	16:10:00	16:20:00
<a href="#">3000004904</a>	tmc demo 11.07	Open Tender 1 Bid	Published	11.07.2016	11.07.2016	<a href="#">4000004228</a>	Submitted		2	0	14:10:00	14:20:00
<a href="#">3000004895</a>	demo tdy	Open Tender 1 Bid	Published	18.06.2016	18.06.2016	<a href="#">4000004227</a>	Submitted		2	0	16:10:00	16:20:00
<a href="#">3000004893</a>	tmc demo 3	Open Tender 1 Bid	Published	18.06.2016	18.06.2016	<a href="#">4000004224</a>	Saved	3		0	15:08:00	15:20:00
<a href="#">3000004892</a>	TMC2	Open Tender 1 Bid	Published	18.06.2016	18.06.2016	<a href="#">4000004221</a>	Submitted		2	0	13:30:00	14:00:00

Last Refresh 21.07.2016 16:55:54 INDIA [Refresh](#)

## How to create RESPONSE

Login with user id and password.



**Exceeding Performance**

**eTENDER**



**HLL Lifecare Limited**  
(A Government of India Enterprise)

User ID \*  X

Password \*

Guest  [Forgot password?](#)

[New Bidder? Register here](#)

[Bidder Help documents](#)

[FAQ](#)

[Contact us](#)

[Terms and Conditions](#)

HLL Lifecare Limited

Select the corresponding RfX and Click on the “create response” button. The button is ACTIVE as seen , since the Tender Fee amount is PAID.

Welcome ABCD XYZ
Personalize
Log off

RfX and Auctions
Overview
Reports

RfX and Auctions
History
BackForward

Active Queries
eRfXs
All (213)
Published (0)
Ended (0)
Completed (0)

eRfXs - All
Show Quick Criteria Maintenance
Create Response
Personalize

View: [Standard View]
Create Response
Display Event
Display Response
Print Preview
Refresh
Export

Event Number	Event Description	Event Type	Event Status	Start Date	End Date	Response Number	Response Status	Event Version	Response Version	Q&A	Start Time	End time
<a href="#">3000004921</a>	Trida demo	Open Tender 2 Bid	Published		21.07.2016		No Bid Created			0	00:00:00	17:30:00
<a href="#">3000004917</a>	demo 18.07	Open Tender 2 Bid	Published	18.07.2016	18.07.2016	<a href="#">4000004239</a>	Submitted		2	0	12:15:00	12:30:00
<a href="#">3000004916</a>	TMC 16.07	Open Tender 1 Bid	Published	16.07.2016	16.07.2016	<a href="#">4000004238</a>	Submitted		2	0	16:55:00	17:10:00
<a href="#">3000004914</a>	TMC 2PM	Open Tender 1 Bid	Published	12.07.2016	12.07.2016	<a href="#">4000004237</a>	Submitted	2	2	0	14:10:00	14:40:00
<a href="#">3000004909</a>	tmc cho 2	Open Tender 1 Bid	Published	11.07.2016	11.07.2016	<a href="#">4000004235</a>	Submitted	2	2	0	17:15:00	17:30:00
<a href="#">3000004906</a>	tmc demo cho	Open Tender 1 Bid	Published	11.07.2016	11.07.2016	<a href="#">4000004231</a>	Submitted		2	0	16:10:00	16:20:00
<a href="#">3000004904</a>	tmc demo 11.07	Open Tender 1 Bid	Published	11.07.2016	11.07.2016	<a href="#">4000004228</a>	Submitted		2	0	14:10:00	14:20:00
<a href="#">3000004895</a>	demo tdy	Open Tender 1 Bid	Published	18.06.2016	18.06.2016	<a href="#">4000004227</a>	Submitted		2	0	16:10:00	16:20:00
<a href="#">3000004893</a>	tmc demo 3	Open Tender 1 Bid	Published	18.06.2016	18.06.2016	<a href="#">4000004224</a>	Saved	3		0	15:08:00	15:20:00
<a href="#">3000004892</a>	TMC2	Open Tender 1 Bid	Published	18.06.2016	18.06.2016	<a href="#">4000004221</a>	Submitted		2	0	13:30:00	14:00:00

Last Refresh 21.07.2016 16:59:00 INDIA
Refresh



Can see **Create Response Screen**

RFx and Auctions

HistoryBackForward

Create RFx Response

SubmitRead OnlyPrint PreviewCheckTechnical RFx ResponseCloseSaveQuestions and Answers ( 0 )

?

RFx Response Number4000004242RFx Number3000004921StatusIn ProcessSubmission Deadline21.07.2016 17:30:00 INDIARemaining Time0 Days 00:30:27RFx OwnerIDS2.9000Total Value1.00 INR

RFx Response Version NumberActive VersionRFx Version Number1

RFx InformationItemsNotes and AttachmentsConditionsSummaryTracking

Basic DataQuestionsNotes and Attachments

Event Parameters

Currency:Indian Rupee

Terms of Payment:

Earnest Money Deposit

EMD Amount:152,333.00INR

Status and Statistics

Created On:21.07.2016 16:59:34 INDIA

Created By:Ms. ABCD XYZ

Last Processed On:21.07.2016 16:59:34 INDIA

Last Processed By:Ms. ABCD XYZ

Partners and Delivery Information

DetailsSend E-MailCallClear

Filter Settings

Function	Number	Name	Valid from	Valid to	Phone Number
The table does not contain any data					

## Creating Technical Bid Response.

### How to upload the Technical Bid

Now is the time to upload the documents to RESPONSE. **Please ensure that each document to be uploaded will be less than 5 MB capacity and its name shall contain less than 25 characters.**

Go to RFX Information->Notes and Attachments-> C folder attachments -> Add Attachments

RFX and Auctions |History BackForward

---

### Create RFX Response

Submit | Read Only | Print Preview | Check | Technical RFX Response | Close | Save | Questions and Answers ( 0 )

RFX Response Number 4000004242 RFX Number 3000004921 Status In Process Submission Deadline 21.07.2016 17:30:00 INDIA Remaining Time 0 Days 00:29:53 RFX Owner IDS2 9000 Total Value 1.00 INR

RFX Response Version Number Active Version RFX Version Number 1

**RFX Information** | Items | Notes and Attachments | Conditions | Summary | Tracking

Basic Data | Questions | **Notes and Attachments**

#### Notes

Clear Filter Settings

Category	Description
<a href="#">Conditions of Participation</a>	-Empty-
<a href="#">RFX/Auction Text</a>	-Empty-
<a href="#">Bidder's Remarks</a>	-Empty-
<a href="#">Purchaser's Remarks</a>	-Empty-

#### Attachments

Add Attachment | Edit Description | Versioning | Delete | Create Profile Filter Settings

Category	Description	File Name	Version	Processor	Checked Out	Type	Size (KB)	Changed by	Changed on
The table does not contain any data									

#### cFolder Attachments

Add Attachment | Delete | Verify Signature Filter Settings

cFolder Name	Category	Description	File Name	Version	Processor	Checked Out	Type	Size (KB)	Changed by	Changed on
The table does not contain any data										



Select the response document from your machine:-

RFx and Auctions History BackForward

---

### Create RFx Response

Submit | Read Only | Print Preview | Check | Technical RFx Response | Close | Save | Questions and Answers ( 0 )

RFx Response Number 4000004242    RFx Number 3000004921    Status In Process    Submission Deadline 21.07.2016 17:30:00 INDIA    Remaining Time 0 Days 00:29:53    RFx Owner IDS2.9000    Total Value 1.00 INR

RFx Response Version Number Active Version    RFx Version Number 1

---

RFx Information | Items | Notes and Attachments | Conditions | Summary | Tracking

---

Basic Data | Questions | Notes and Attachments

---

#### ▼ Notes

Clear Filter Settings

Category	Description
<a href="#">Conditions of Participation</a>	-Empty-
<a href="#">RFx/Auction Text</a>	-Empty-
<a href="#">Bidder's Remarks</a>	-Empty-
<a href="#">Purchaser's Remarks</a>	-Empty-

---

#### ▼ Attachments

Add Attachment | Edit Description | Versioning | Delete | Create Profile Filter Settings

Category	Description	File Name	Version
The table does not contain any data			

---

#### ▼ cFolder Attachments

Add Attachment | Delete | Verify Signature Filter Settings

cFolder Name	Category	Description	File Name	Version	Processor	Checked Out	Type	Size (KB)	Changed by	Changed on
The table does not contain any data										

#### Add Attachment

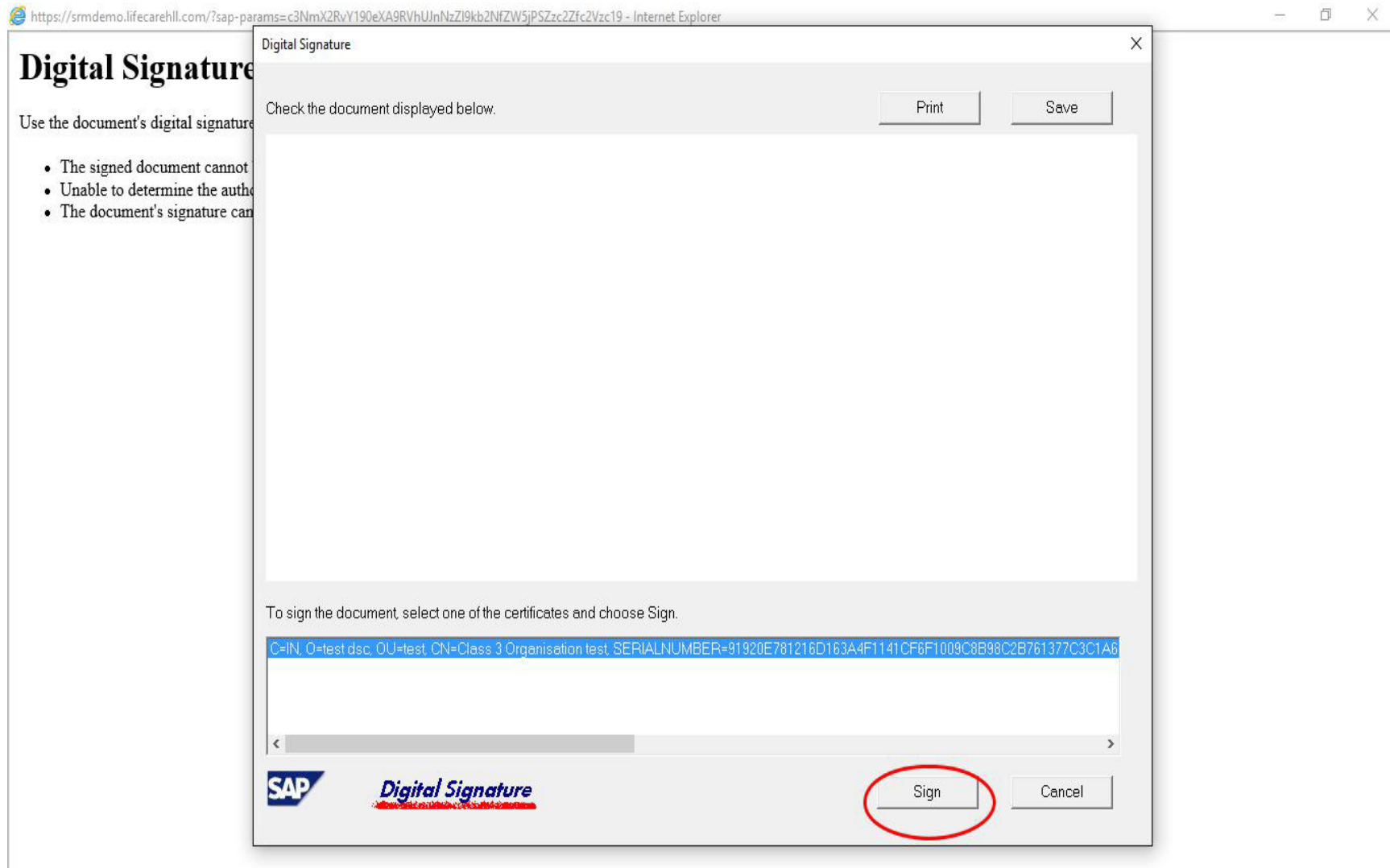
Here, you can upload a file and attach it to the header

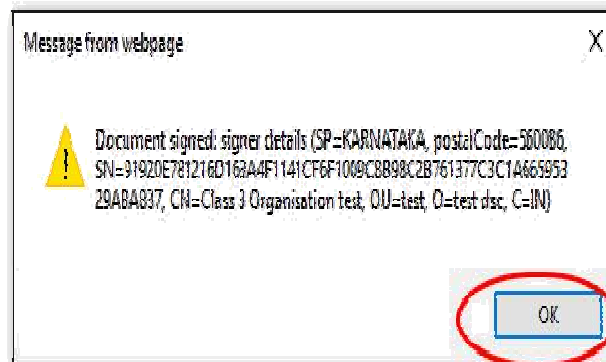
File:

Description:

Folder Name:

Digitally Sign the Document.





Attached document can be seen.

RfX and Auctions

HistoryBackForward

Create RfX Response

Submit

Read Only

Print Preview

Check

Technical RfX Response

Close

Save

Questions and Answers ( 0 )

RfX Response Number 4000004242

RfX Number 3000004921

Status In Process

Submission Deadline 21.07.2016 17:30:00 INDIA

Remaining Time 0 Days 00:27:37

RfX Owner IDS2.9000

Total Value 1.00 INR

RfX Response Version Number Active Version

RfX Version Number 1

RfX Information

Items

Notes and Attachments

Conditions

Summary

Tracking

Basic Data

Questions

Notes and Attachments

▼ Notes

Clear

Filter Settings

Category	Description
<a href="#">Conditions of Participation</a>	-Empty-
<a href="#">RfX/Auction Text</a>	-Empty-
<a href="#">Bidder's Remarks</a>	-Empty-
<a href="#">Purchaser's Remarks</a>	-Empty-

▼ Attachments

Add Attachment

Edit Description

Versioning

Delete

Create Profile

Filter Settings

Category	Description	File Name	Version	Processor	Checked Out	Type	Size (KB)	Changed by	Changed on
<div>The table does not contain any data</div>									

▼ cFolder Attachments

Add Attachment

Delete

Verify Signature

Filter Settings

cFolder Name	Category	Description	File Name	Version	Processor	Checked Out	Type	Size (KB)	Changed by	Changed on
TECH_BID	Standard Attachment	<a href="#">ELIGIBILITY DOCS</a>	commencement.docx.sig	1		<input type="checkbox"/>	sig	15	207078	21.07.2016

Click on items->select the first line item and click on "details".

Click on items->select the first line item and click on "details".

A new window can be seen.

[illegible]

Click on the “item data” tab, please give tick mark in the “is item quoting”

[illegible]

Click on the “notes and attachment” and click on “add attachment” . **Please ensure that the “file name” of the attaching document must be exactly same as one which is attached by HLL in the RFX.**To find the name of the attached file, Open RFX in Display Mode and check item attachment.

RFx and Auctions |History BackForward

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**Create RFx Response**

Submit | Read Only | Print Preview | Check | Technical RFx Response | Close | Save | Questions and Answers ( 0 )

RFx Response Number 4000004242    RFx Number 3000004921    Status In Process    Submission Deadline 21.07.2016 17:30:00 INDIA    Remaining Time 0 Days 00:25:06    RFx Owner IDS2.9000    Total Value 1.00 INR

RFx Response Version Number Active Version    RFx Version Number 1

RFx Information    **Items**    Notes and Attachments    Conditions    Summary    Tracking

---

**Details for item 0001 TRIDA**

Item Data    **Notes and Attachments**    Delivery    Payment

▼ Notes

Clear Filter Settings

Category	Description
<a href="#">RFx/Auction Text</a>	-Empty-
<a href="#">Bidder's Remarks</a>	-Empty-
<a href="#">Purchaser's Remarks</a>	-Empty-

▼ Attachments

**Add Attachment** [Edit Description](#) [Versioning](#) [Delete](#) [Create Profile](#) Filter Settings

Category	Description	File Name	Version	Processor	Checked Out	Type	Size (KB)	Changed by	Changed on
The table does not contain any data									



Select the response document from your machine:-

RFx and Auctions History BackForward

### Create RFx Response

Submit | Read Only | Print Preview | Check | Technical RFx Response | Close | Save | Questions and Answers ( 0 )

RFx Response Number 4000004242 RFx Number 3000004921 Status In Process Submission Deadline 21.07.2016 17:30:00 INDIA Remaining Time 0 Days 00:25:06 RFx Owner IDS2.9000 Total Value 1.00 INR

RFx Response Version Number Active Version RFx Version Number 1

RFx Information | **Items** | Notes and Attachments | Conditions | Summary | Tracking

Item ID	Item Name	Item Description	Item Category	Item Unit	Item Price	Item Status	Item Action
0001	TRIDA						

**Add Attachment**

Here, you can upload a file and attach it to the selected item

File: C:\Users\preetha\IDDI\De Browse...

Description: ATTACH SAME FILE

Please attach the document with file name

OK Cancel

**Details for item 0001 TRIDA**

Item Data | **Notes and Attachments** | Delivery | Payment

▼ Notes

Clear

Category	Description
RFx/Auction Text	-Empty-
Bidder's Remarks	-Empty-
Purchaser's Remarks	-Empty-

Filter Settings

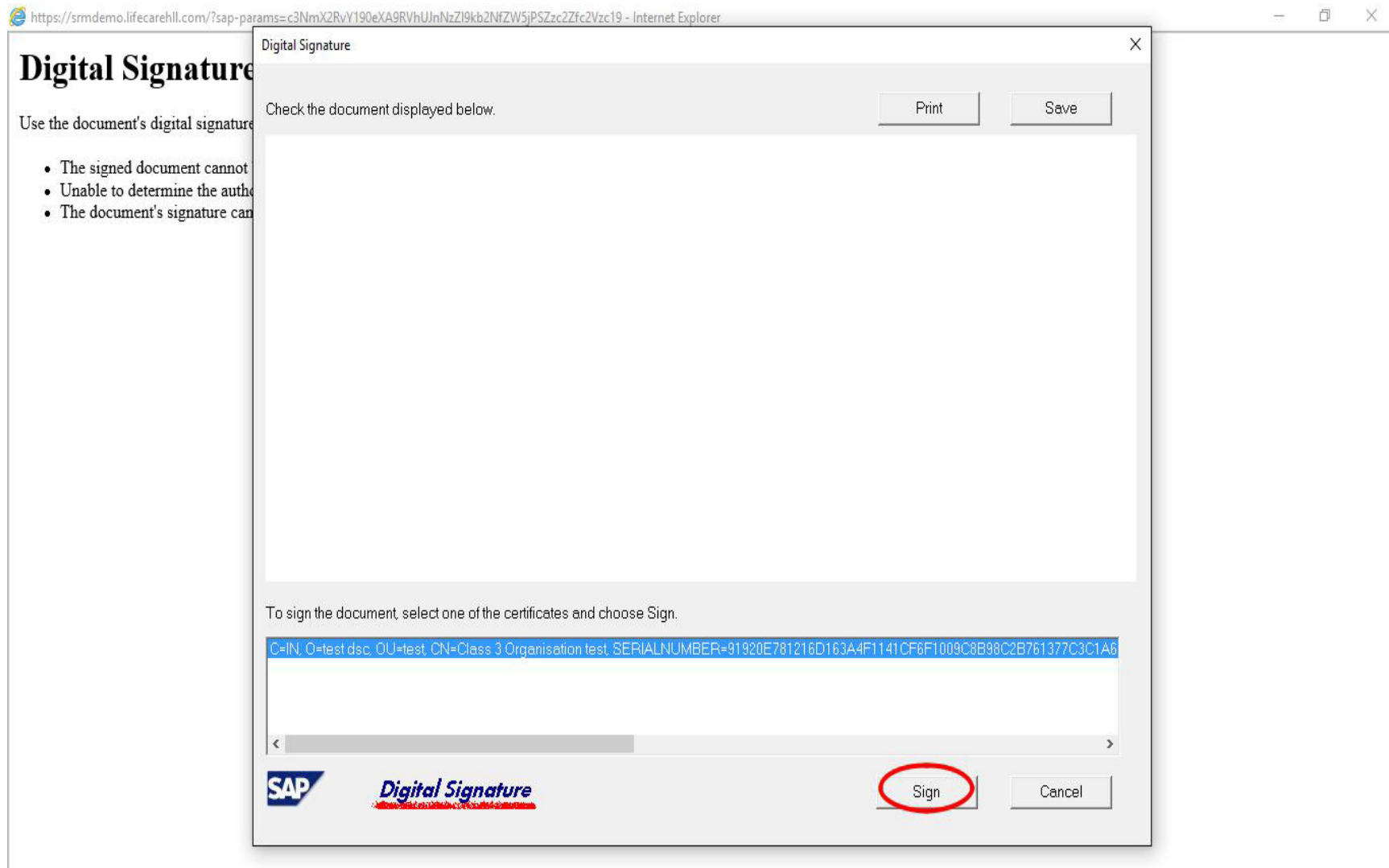
▼ Attachments

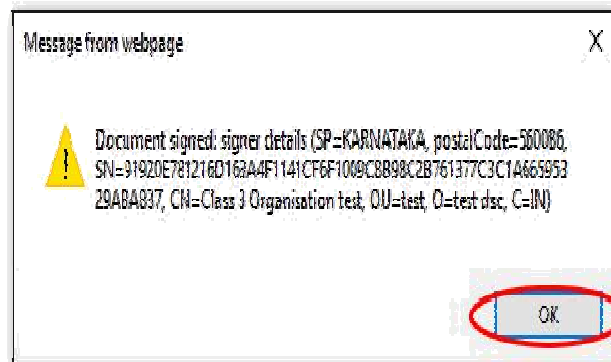
Add Attachment | Edit Description | Versioning | Delete | Create Profile

Category	Description	File Name	Version	Processor	Checked Out	Type	Size (KB)	Changed by	Changed on
The table does not contain any data									

Filter Settings

## Digitally sign the document





The attached document can be seen."Check" for no errors.

[illegible]

Click “submit” and ensure the comment “RFX response is complete and contains no errors.”

**RFX and Auctions**

### Create RFX Response

Submit | Read Only | Print Preview | Check Technical RFX Response | Close Save Questions and Answers ( 0 )

☒ RFX response is complete and contains no errors

RFX Response Number	4000004242	RFX Number	3000004921	Status	In Process	Submission Deadline	21.07.2016 17:30:00 INDIA	Remaining Time	0 Days 00:22:18	RFX Owner	IDS2.9000	Total Value	1.00 INR
RFX Response Version Number	Active Version	RFX Version Number	1										

- RFX Information
- Items**
- Notes and Attachments
- Conditions
- Summary
- Tracking

Details for item 0001 TRIDA

- Item Data
- Notes and Attachments**
- Delivery
- Payment

▼ Notes

Clear Filter Settings

Category	Description
<a href="#">RFX/Auction Text</a>	-Empty-
<a href="#">Bidder's Remarks</a>	-Empty-
<a href="#">Purchaser's Remarks</a>	-Empty-

▼ Attachments

Add Attachment Edit Description Versioning Delete Create Profile Filter Settings

Category	Description	File Name	Version	Processor	Checked Out	Type	Size (KB)	Changed by	Changed on
Standard Attachment	<a href="#">ATTACH SAME FILE</a>	bidders communicationDETAILS.xlsx.sig	1		<input type="checkbox"/>	sig	19	207078	21.07.2016

Check the document displayed below.

Print

Save



Company  
ABCD LTD  
CITY 12345  
USA

## Bid

### Information

Description: TMC REAL 2.38  
Bid number: 4000004241  
RFx Number: 3000004919



To sign the document, select one of the certificates and choose Sign.

C=IN, O=test dsc, OU=test, CN=Class 3 Organisation test, SERIALNUMBER=91920E781216D163A4F1141CF6F1009C8B98C2B761377C3C1A6



**Digital Signature**  
Secure electronic signature

Sign

Cancel

Please select an appropriate certificate

Issued To	Versi...	Email	Issued By	Purpose	Valid Till
Class 3 Organisation test	3	testdsc@e-mudhra.com	e-Mudhra Sub CA for Class 3...	Encryption	22-Dec-2016

Encrypt Bid

Cancel

**Press REFRESH button in the opening page to see the modified status of the RFx. Make sure the status as “submitted”** and the bid was submitted before deadline. The remaining time can be seen in the window as shown