It is hereby clarified that bidders participating in the said auctions are required to **submit the Earnest**Money Deposit (EMD) as per the instructions provided in the respective **tender documents available on**the GeM portal.

All bidders are advised to **make EMD payments directly through the GeM portal**, following the payment options and procedures specified therein. No separate EMD payment is to be made by any other means.

This clarification is issued for information and compliance by all concerned bidders participating in the aforementioned GeM tenders.

Kindly refer the infographic to know how to pay EMD in GeM portal.



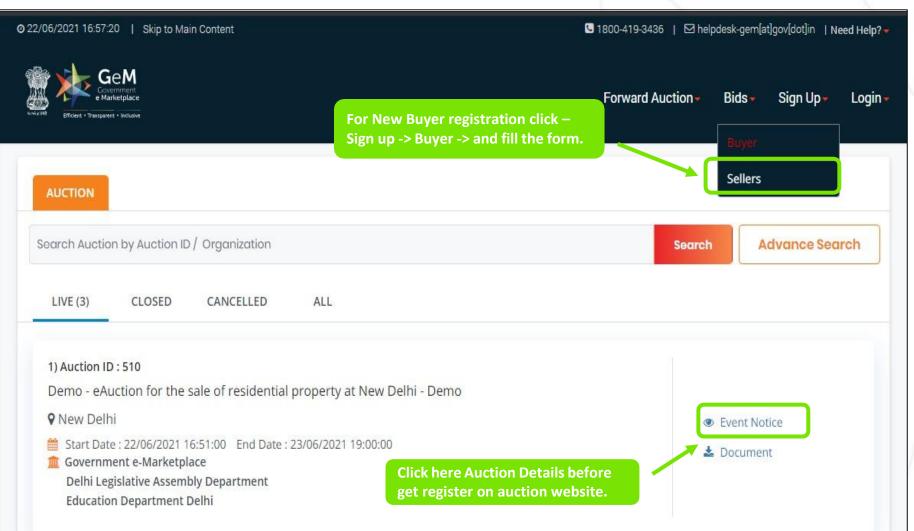




- Forward auctions are used by sellers to sell their items to many potential buyers.
- Items are commonly placed at an online auction site. Buyers can continuously bid for the items they are interested in. Eventually the highest bidder wins the item.
- The Secondary user registered as Buyer on GeM will have to be Auto registered as an Auctioneer onto the FA Module. To access the forward auction module, Auctioneer will need to first log-in onto the GeM Portal using their User-id and Password. Post successful log-in, the buyer will be able to access the FA module. The link will redirect (SSO Login) the Auctioneer to the FA Dashboard where s/he would be able to create their category, create auctions, configure auction parameters (such as start price, increments, time-extension etc.)







# Auction Notice Preview Page



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S 1800-419-3436 | Melpdesk-gem[at]gov[dot]in | Need Help? ▼ **22/06/2021 17:01:06** Forward Auction Sign Up -**Auction Notice** « Go Back General Detail Department Government e-Marketplace Authority Ravisharma-Actioneer -Delhi Legislative Reference No. Dem0/1234 Assembly Department -Education Department Delhi Category Residential **Auction Brief** Demo - eAuction for the sale of residential property at New Delhi - Demo **Auction Detail** Demo - eAuction for the sale of residential property at New Delhi - Demo Sr No Property Description Area in Sqmt Location Plot No 1 100 Sec 21 Plot No 2 100 Sec 22 Plot No 3 100 Sec 23 Project Location : New Delhi Bid Submission Rule

# **Auction Notice Preview Page**



Project Location	: New D	elhi			
Bid Submissio	n Rule				
Bidding Access	: Open				
Increment in Mul	tiples : Applica	ible			
Item wise Time	: No				
Auto Bid	: Applica	nble			
EMD/Post Eve	nt Deposit				
Allow EMD	: Yes		Requires Item wise EMD	: Yes	
Payment Start Da	te : 22/06/2	2021 16:00	Payment End Date	: 22/06/	2021 19:00
Auction Timin	g rule		e to view EMD		
Auction Start Dat	e & Time : 22/06/2	Details a	nd Business Rules.	e : 23/06/	2021 19:00
Auto Extension	: Applica	able	Auto Extension Mode	: Unlimi	ted
Se View Busine		MD Details		Down	lload Document, if
Sr. Docu	ument Description	Size (MB)	Approval Date & Time	Status	Action
NO.					

### View Item Wise EMD Details



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### View Item Wise EMD Detail

Auction ID : 510 Reference No. : Dem0/1234

Department : central Authority : Ravisharma-Actioneer

Auto Extension : Applicable : Auto Extension Mode : Unlimited

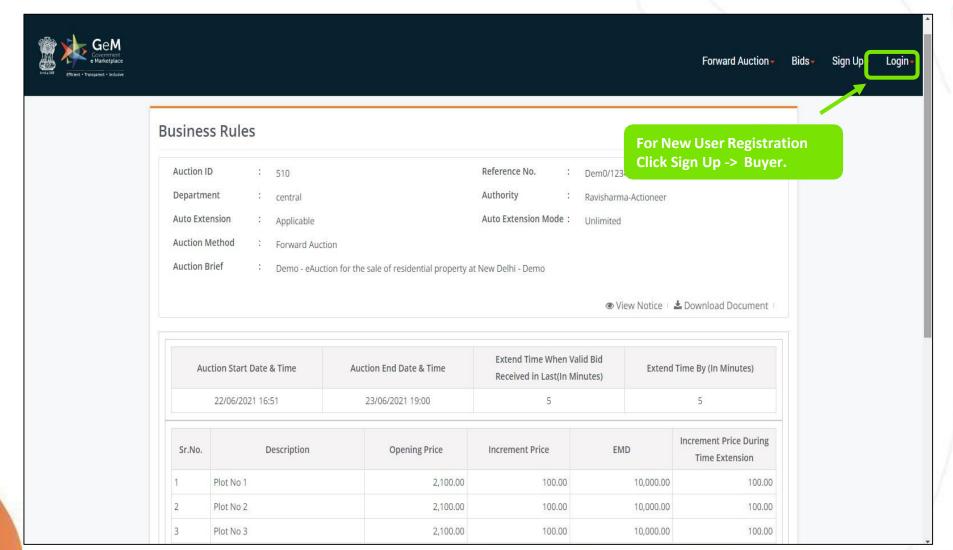
Auction Method : Forward Auction

Auction Brief : Demo - eAuction for the sale of residential property at New Delhi - Demo

Sr.No.	Item Name	EMD(In Fig.)	EMD(In Words)
1	Plot No 1	10,000.00	Ten Thousand
2	Plot No 2	10,000.00	Ten Thousand
3	Plot No 3	10,000.00	Ten Thousand

### **View Business Rules**



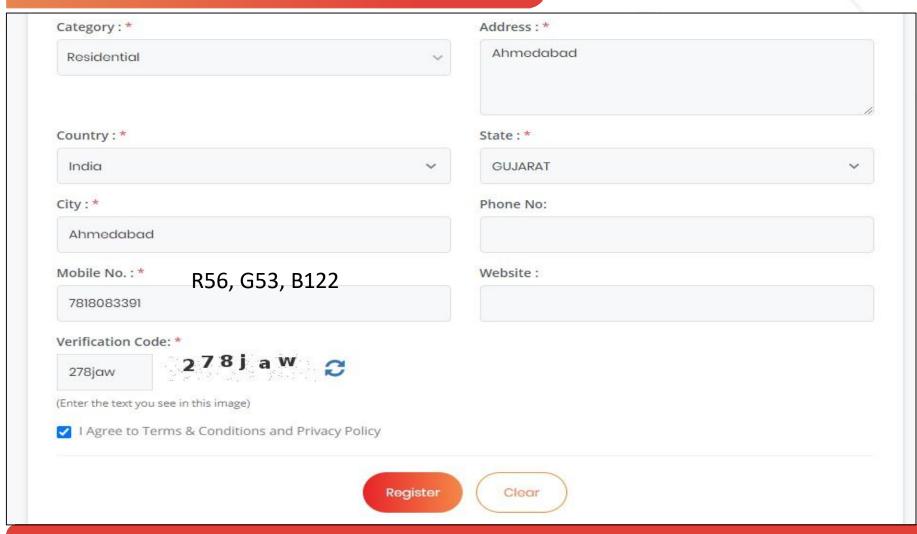


# **Buyer / Buyer Registration**



@ 22/06/2021 17:40:15 S 1800-419-3436 | Melpdesk-gem[at]gov[dot]in | Need Help? ▼ Forward Auction-Sign Up • (\*) Mandatory Bidder/ Buyer Registration **Enter Email ID and Password.** Login Detail test123@tender247.com ✓ Okay Password: \* Confirm Password: \* \*\*\*\*\*\*\*\*\*\* \*\*\*\*\*\*\*\*\*\*\* Company Detail **Select User Type like Company /** User Type: \* Proprietor / Individual and enter Individual person name. Person Name, Joint holder name (if any): \* Rakesh

## **Buyer / Buyer Registration**



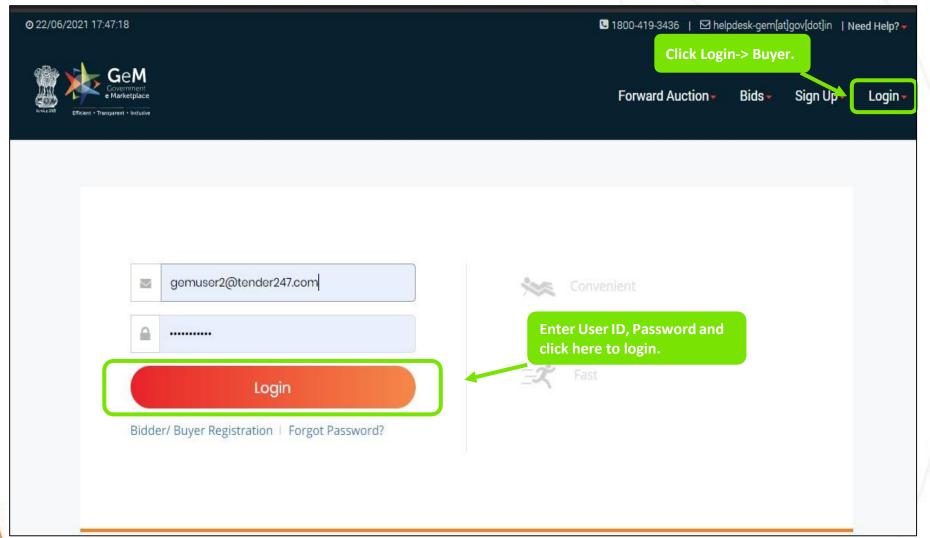


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Select Category from the dropdown, update the address and contact details. Enter the verification code, agree to the terms and conditions and click register to complete the sign up process.

# Login Page



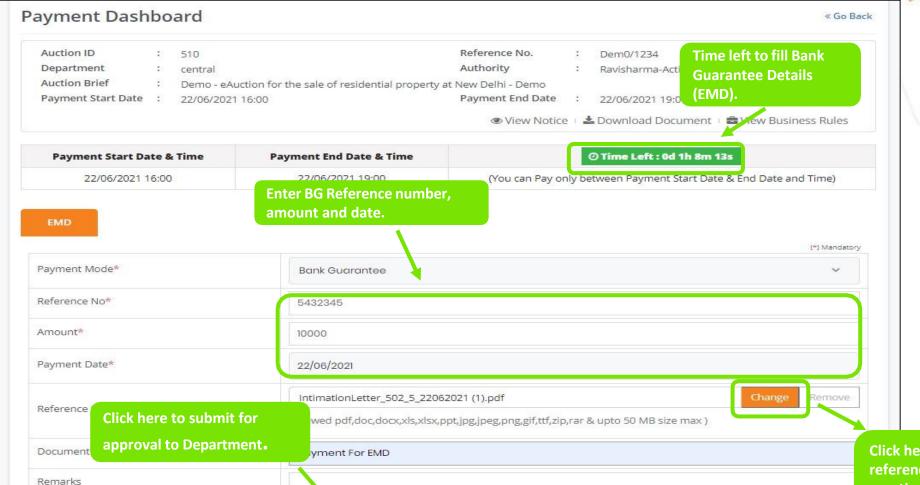


# Post login screen for bidders



O 22/06/2021 17:49:46 Need Help? ① Gem User 2 Forward Auction Bids -Search Auction Search Auction by Auction ID / Organization Advance Search Search LIVE (3) CLOSED CANCELLED ALL LIMITED MY AUCTIONS 1) Auction ID: 510 Click here to update payment Demo - eAuction for the sale of residential property at New Delhi - Demo t Notice details "Bank Guarantee". New Delhi ▲ Document math display="block" | Start Date: 22/06/2021 16:51:00 | End Date: 23/06/2021 19:00:00 | ₹ Payment Dashboard m Government e-Marketplace Accept T&C Delhi Legislative Assembly Department Education Department Delhi Click here to accept T&C.

# Post login screen for bidders



Note- Only bidder whose EMD requested being accepted by the department would be eligible to place their bid in bidding hall.



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Click here to Upload reference document, mention the name in the document description.

# Post login screen for bidders

Payment Dashboard

**Payment Start Date & Time** 



« Go Back

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Auction ID	: 510	Reference No.	: Dem0/1234

Payment End Date & Time

Department : central Authority : Ravisharma-Actioneer

Auction Brief : Demo - eAuction for the sale of residential property at New Delhi - Demo

Payment Start Date : 22/06/2021 16:00 Payment End Date : 22/06/2021 19:00

① Time Left: 0d 0h 51m 53s

22/06/2021 16:00	22/06/2021 19:00	(You can Pay only between Payment Start Date & End Date and Time)
EMD	the state of the s	yment Status as "Accepted"
Payment Mode : *	Dank Guarante	nich means EMD has been
Reference No : *	5432345	ceived/accepted by the partment.
Amount:*	10000.00	
Payment Date : *	22-06-2021	
Payment Status :	Accepted	
Verification Date & Time :	22-06-2021	
Remarks : *	0.00	

#### Download Document

Sr. No.	Document Description	Size(MB)	Uploading Date & Time	Action
1	Payment For EMD	3.96	22-06-2021 17:55:06	Download

Verify on the same page if EMD Request is accepted by the department or not – if rejected, bidders are allowed to re-submit the EMD details before the due date of EMD payment.

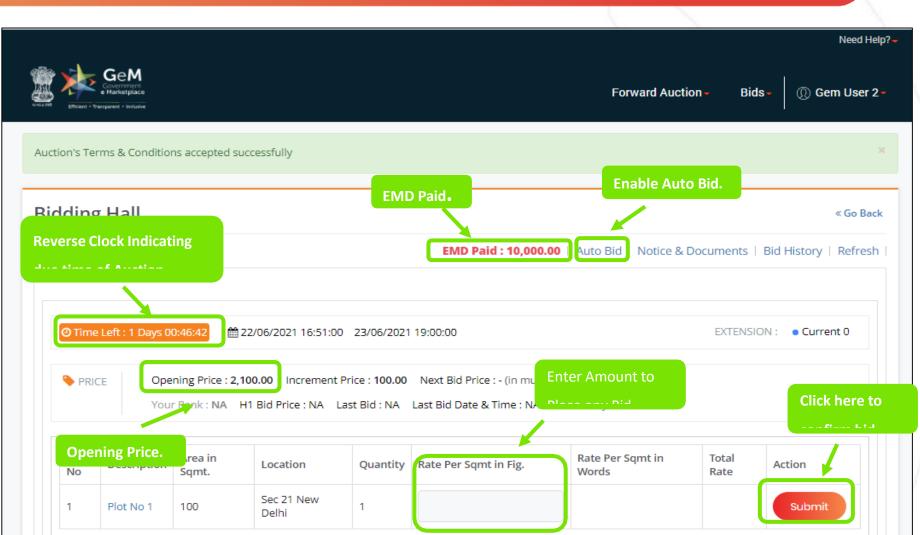
# **Accept Terms and Conditions**



Need Help?-Forward Auction (1) Gem User 2-Bids -**Accept Terms & Conditions** « Go Back Auction ID : 510 Reference No. Dem0/1234 Department Authority Ravisharma-Actioneer central Auto Extension Auto Extension Mode: : Applicable Unlimited Auction Method Forward Auction Auction Brief Demo - eAuction for the sale of residential property at New Delhi - Demo (\*) Mandatory Terms & Conditions : 1. We have read and understood all the conditions/ clauses mentioned in the Auction document, including various documents forming part of it and the Corrigendum/ Addendum issued subsequently, and confirm that our offer is in conformity with the same. 2. We understand that it is not bound to accept the offer either in part or in full, and that Our offer can be rejected in full or in part, without assigning an Click "I Agree" to 3. We confirm that a of the response are true and correct to the best of our knowledge, and if proved accept. otherwise, can lead feiture of the Security Deposit/ Earnest Money Deposit.

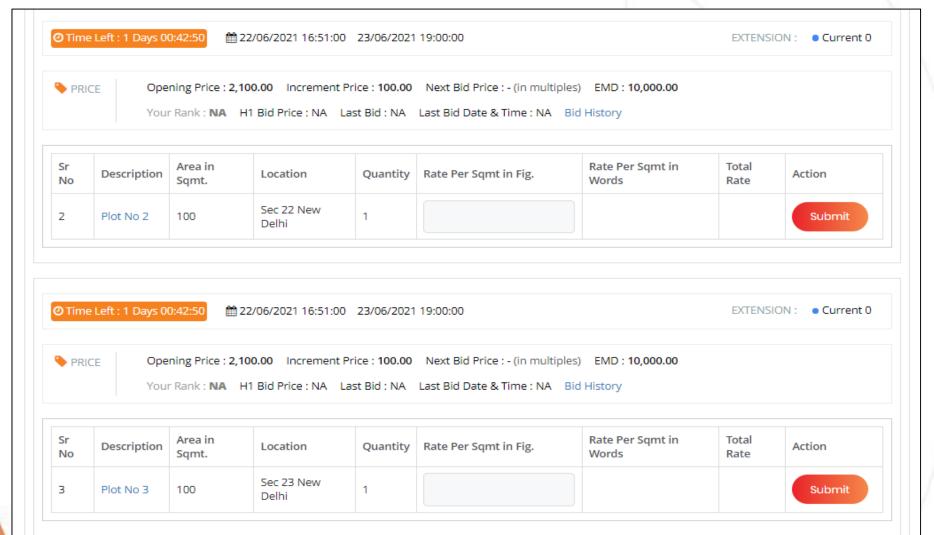
# Bidding Hall View – Only those bidders whose EMD Payment accepted by the department will be able to enter in the bidding hall.





# Bidding Hall View – In case of Multiple Property



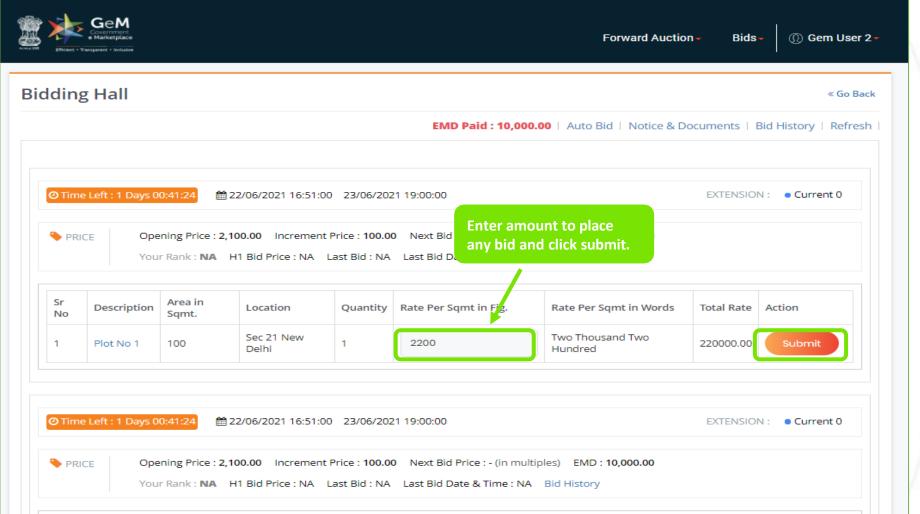


# Bidding Hall View – In case of Multiple Property



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Need Help?-



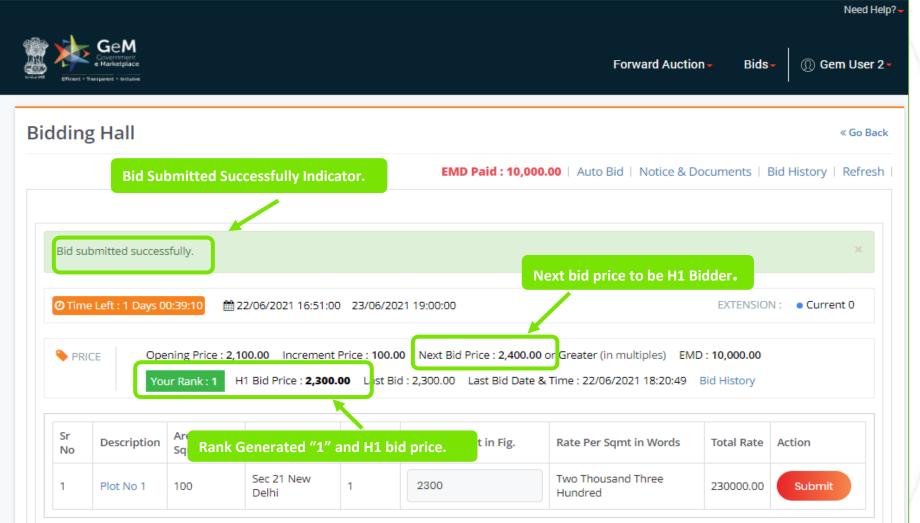
# **Bidding Hall View**



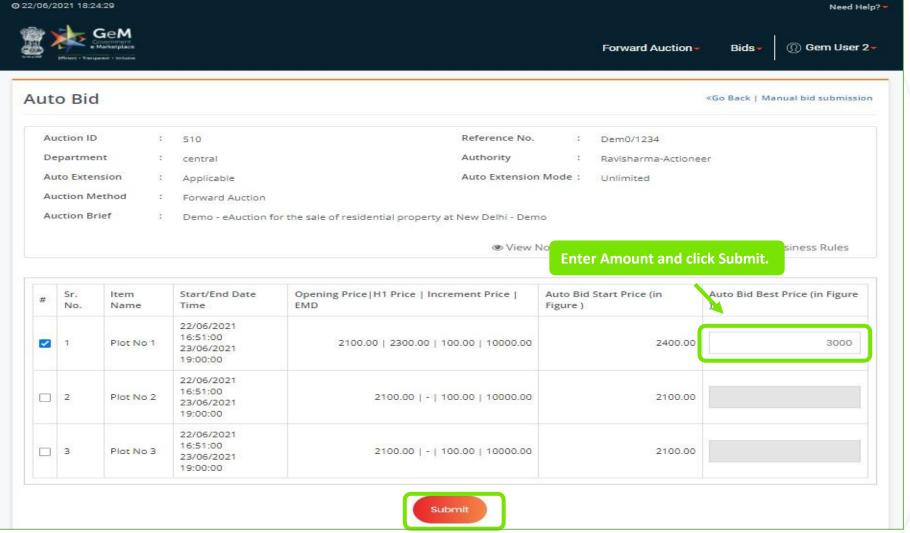
Please Confirm your Bid for 2200 (Two Thousand Two Hundred)? (1) Gem User 2-Bids-Cancel **Bidding Hall** « Go Back EMD Paid: 10,0 Documents | Bid History | Refresh | Click Ok to confirm. m 22/06/2021 16:51:00 23/06/2021 19:00:00 EXTENSION: • Current 0 PRICE Opening Price: 2,100.00 Increment Price: 100.00 Next Bid Price: - (in multiples) EMD: 10,000.00 Your Rank: NA H1 Bid Price: NA Last Bid: NA Last Bid Date & Time: NA Bid History Area in Description Location Quantity Rate Per Sqmt in Fig. Rate Per Sqmt in Words Total Rate Action Two Thousand Two Sec 21 New Plot No 1 100 2200 220000.00 Hundred £ 22/06/2021 16:51:00 23/06/2021 19:00:00 EXTENSION: • Current 0 PRICE Opening Price: 2,100.00 Increment Price: 100.00 Next Bid Price: - (in multiples) EMD: 10,000.00 Your Rank: NA H1 Bid Price: NA Last Bid: NA Last Bid Date & Time: NA Bid History

# **Bidding Hall View**





# **Enabling Auto Bid**





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Bidders can enter their budgeted price – system will keep bidder as H1 bidder (Rank 1) till this amount.

# **Auto Bid Enabled Successfully**



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Auto Bid «Go Back Manual bid submission

Auction ID : 510 Reference No. : Dem0/1234

Department : central Authority : Ravishar Go Back to Bidding

Auto Extension : Applicable : Auto Extension Mode : Unlimited : Un

Auction Method : Forward Auction

Auction Brief : Demo - eAuction for the sale of residential property at New Delhi - Demo

● View Notice | ♣ Download Document | ➡ View Business Rules

#	Sr. No.	Item Name	Start/End Date Time	Opening Price   H1 Price   Increment Price   EMD	Auto Bid Start Price (in Figure )	Auto Bid Best Price (in Figure )
_	1	Plot No 1	22/06/2021 16:51:00 23/06/2021	2100.00   2300.00   100.00   10000.00	2400.00	3000.00
			19:00:00			
	2	Plot No 2	22/06/2021 16:51:00 23/06/2021 19:00:00	2100.00   -   100.00   10000.00	2100.00	
	3	Plot No 3	22/06/2021 16:51:00 23/06/2021 19:00:00	2100.00   -   100.00   10000.00	2100.00	

Though the bidders have the option to bid manually In case if he gets out bidded by other bidder during

live auction.

# **Bidding Hall View**

Plot No 1



Efficient . Transparent . Inclusive ① Gem User 2 -Forward Auction -Bids -**Bidding Hall** « Go Back EMD Paid: 10,000.00 | Auto Bid | Notice & Documents | Bid History | Refresh | ## 22/06/2021 16:51:00 23/06/2021 19:00:00 EXTENSION: • Current 0 PRICE Opening Price: 2,100.00 Increment Price: 100.00 Next Bid Price: 2,400.00 or Greater (in multiples) EMD: 10,000.00 Your Rank: 1 H1 Bid Price: 2,300.00 Last Bid: 2,300.00 Last Bid Date & Time: 22/06/2021 18:20:49 Bid History Sr No Description Area in Sqmt. Location Quantity Rate Per Sqmt in Fig. Rate Per Sqmt in Words Total Rate Action After enabling "Auto Bid" Submit option is removed for manual bidding.

Here system has the provision for bidders to switch another property in same event during live auction.

same or lesser EMD amount in same auction event.

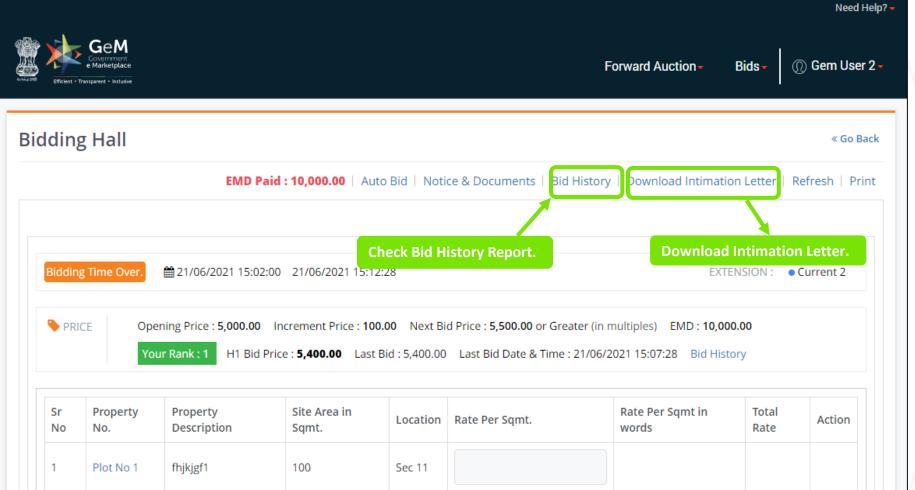
property.

At any moment if bidders think that the rates are high for property he was bidding, that bidder can switch to another property having

With condition that he/she shouldn't be H1 bidding in any particular property in bidding hall. Or He / She has paid EMD for multiple

# **Bidding Hall View**





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Post auction bidding hall view for bidders to check and download the intimation letter.

# Draft Intimation Letter – System generated Intimation letter would be e-mail to the successful bidder, and bidders can also download the same from bidding hall as and when required.



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### Intimation letter

Letter Reference No.: GEMI20210605134801834 Generation Date: 05-Jun-2021

#### **Bidder Details:**

Entity Name: Riya	Email ID: riya.shyamlal@tender247.com
User Name: Riya Co.	Mobile No.: 9879624106
GSTIN:	PAN No.:

Address: Thaltej

Dear Sir,

Auction ID: 6875

Auction End Date: 05-06-2021

We are pleased to inform you that your bid/s against the following item/s of above mentioned Auction has /have been approved by the Auctioneer having the organisation and Auctioneer details mentioned below:

#### Organization details:

Туре	Ministry/State	Department	Organisation Name	Office Zone
ministry	sales	Education Department Delhi	Delhi Technological University - Delhi College of Engineering	North East Zone

### **Auctioneer Details**

Designation Co	ontact No	Email ID	Address	Payment Mode	
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### **Draft Intimation Letter – Contd.**



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Actioneer	9991313213	akshay@nic.in	offline
Auction Det	taile	3 2222 3	

SR.No.	Item Name	Description	Qty.	UOM	Unit Price	Total Price/Materi al Value
1	Item-1	Item-1 Laptop	2	Unit	1500	3000.00
2	Item-2	Item-2 Laptop	2	Unit	2000	4000.00

You are requested to make the remaining payments to the auctioneer's account as per the detail mentioned in the auction notice or auction document before 27-Dec-202 (within 5 days from the date of issue of this letter (for approved lot/s) or the period mentioned in the auction notice or auction document whichever is earlier).

After making the payment(s) you are requested to submit the details of such payment(s) to and Auctioneer details Auctioneer through email

Please note that in case, you fail to make payment towards Security Deposit/Material Value for any or all lots, your deposit for Entry fee/Registration is liable to be forfeited and/or any action as deemed fit may be initiated against you.

From

Delhi Technological University - Delhi College of Engineering