

Frequently Asked Questions(FAQs) of e-Procurement

What is the Link of eprocurement website of IFFCO?

Ans : <https://www.iffcoindia.com>

1. Which internet browser is supported?

Ans: This website is compatible with any Latest browser IE9 Onwards, Google Chrome and Mozilla Firefox. (The Most Compatible browser is Google Chrome)

3. What is my Supplier Code and Site?

Ans: Please refer to email sent by IFFCO for RFQ Notification and use Supplier Code and Supplier Site mentioned in the email.

4. When I enter my Supplier Code, Supplier Site is not getting displayed?

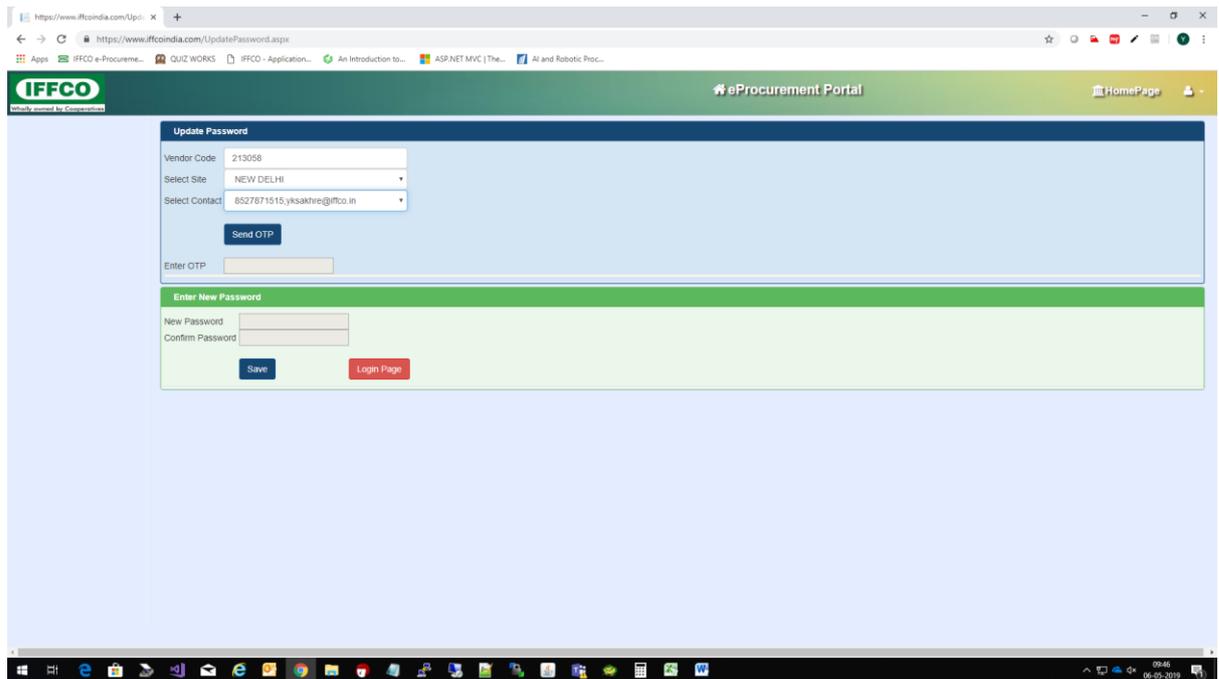
Ans: Please contact to concern unit from where you have received the RFQ. To know the contact details of concern unit click on “Contact Us” link and enter the RFQ No on the screen.

5. I forgot my password?

Ans: i) Please use “Unable to Login/Forgot Password” Link as shown below

The screenshot displays the IFFCO E-Procurement Portal. At the top, it reads "INDIAN FARMERS FERTILISER CO-OPERATIVE LIMITED (E-Procurement Portal)". Below this is a navigation menu with links: About IFFCO, About IFFCO's MD, Help, FAQs, Contact Us, and Vendor Registration. A "Latest Updates" section contains a notification about digital signature certificates. The main content area features a banner for "E-Procurement" with a hand holding soil and various fertilizer products. Below the banner are two sections: "e-Procurement System Of IFFCO - Features" and "Pre-requisites for e-Tendering". On the right side, there is a "Login" form with fields for "Supplier Code", "Supplier Site", and "Password". A red box highlights a link that says "Unable to login / Forgot Password". Below the login form are links for "New to IFFCO, Click here to register yourself" and "Click here to submit your Work Order Bills". At the bottom, there is a "Contact Us for Support" link and a "Total Hit Count on this Website : Visitor Hit Counter" section.

ii) Now Enter the Supplier code and Select the Supplier Site and select active contacts from the contact list and click on send OTP as shown below



iii). OTP will be sent to you on selected valid email and Mobile both. Enter the correct OTP and generate your new password.

6. What are the pre-requisites of submitting e-tender?

Ans: i). You must have valid **class-2 or class-3** Digital Certificate of **Signing**.

ii). Latest Token drivers must be installed in your machine. (To download latest token drivers go to <https://www.ncodesolutions.com/> and click on token drivers as shown below)

The screenshot shows the (n)Code Solutions website. The main navigation bar includes links for Home, About Us, Services, Basic FAQs, Support, Contact Us, Authorized RA, and Verification Offices. A prominent banner reads "(n)Powering you with the edge that is the difference between important and indispensable". Below this, there are four columns of links: DSC Application Forms, Repository, Quick Links, and IT Services. At the bottom of the page, a section titled "Token Driver" is highlighted with a red arrow. This section includes a download icon, a notification icon, and a search icon. The text below the arrow reads: "Token Driver FIPS 140-2 CERTIFIED e-TOKEN FOR DIGITAL SIGNATURE CERTIFICATE".

iii). Download and install the correct token driver as per your token as shown below-

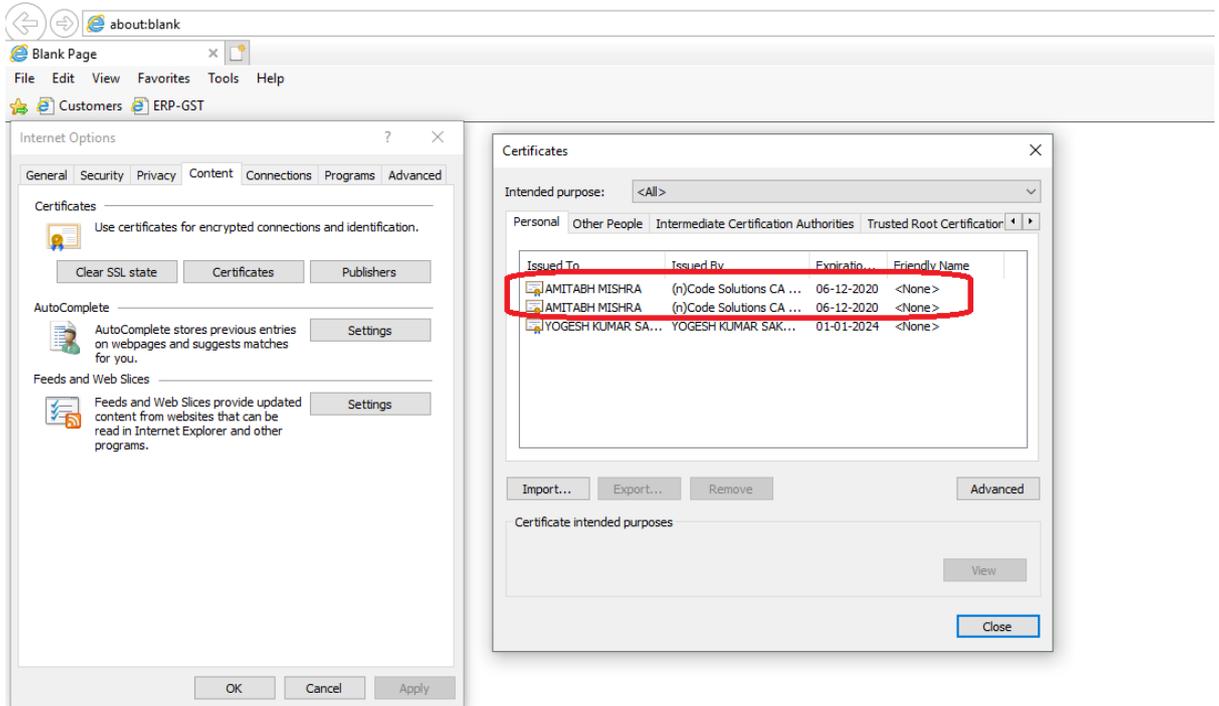
The screenshot shows the (n)Code Solutions website's "Token Driver" section. It features four main categories, each with an "Installation Guide" link and a "Download" button for the User Guide and Drivers for Windows:

- e-Pass 2003 Auto**: User Guide, Drivers for Windows, e-Pass Utility.
- Watch Data (Proxkey)**: User Guide, Drivers for Windows.
- Gemalto (SafeNet) eToken Drivers**: User Guide, Drivers for Windows (32-bit), Drivers for Windows (64-bit).
- Gemalto SC SED Token Drivers**: Drivers for Windows Only.

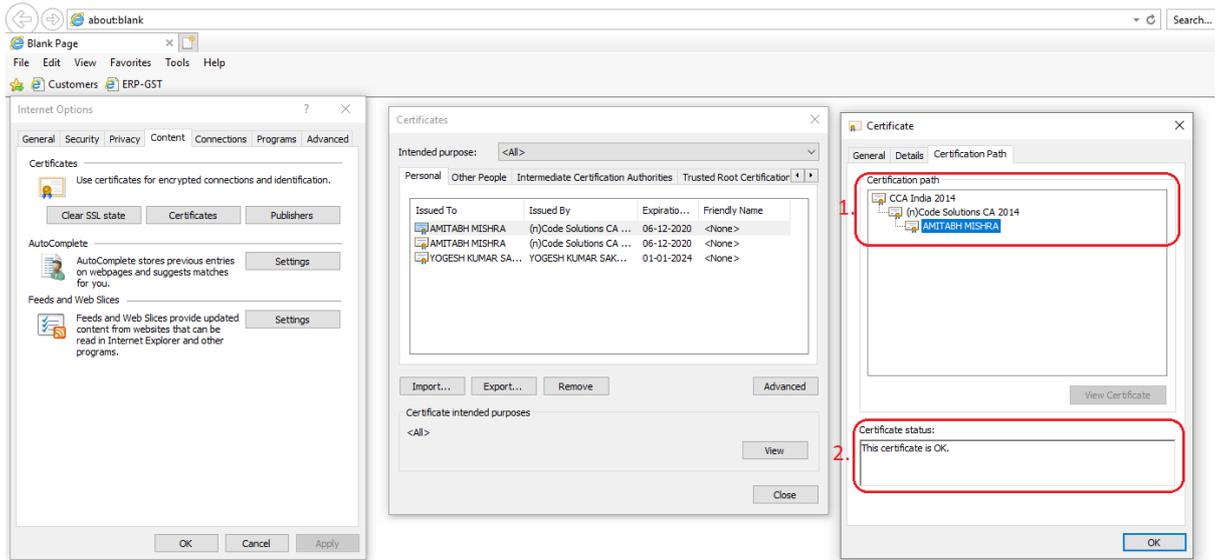
The Windows taskbar at the bottom shows the system tray with the date 06-25-2019 and time 09:56.

iv). To check whether the token driver has been installed successfully plug in your token to machine and open Internet Explorer, go to **Tools -> Internet Options ->Content-> Certificates**

Note: There should be at least one certificate available in Certificates window as shown below.

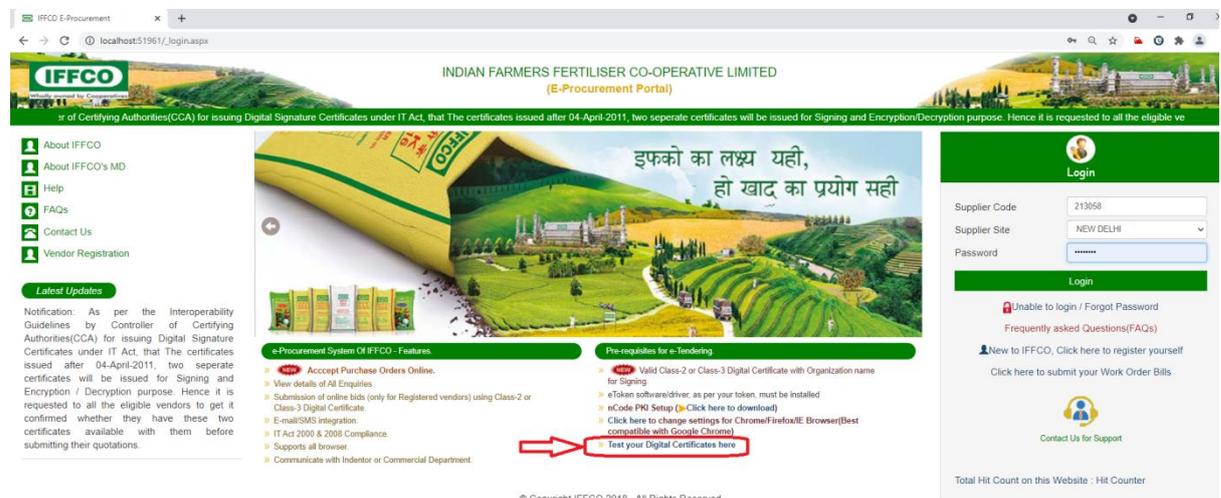


v) Now select relevant certificate and click on View button and go to Certificate Details Window as shown in **below image** at **point on 1**, Certificate chain must be installed correctly, at **point no 2** the text must be "This Certificate is OK". If this is not the case then contact to the Certificate Agency.



7. What are the system settings required to submit the tender?

Ans: Go to “Test Your Digital Certificates“ link and follow the steps as given below



i). Download and install the PKI setup from the list as per below image.

Pre-requisites for Submission of Tender

1. Must Have Valid Class-2 or Class-3 Digital Certificate with Organization name for Signing.
2. eToken software/driver, as per your token, must be installed
3. Following components must be pre installed in your machine

- a) nCode PKI Setup (Click here to download)
- b) nCode Component Setting For Chrome/Firefox

Note: Safari browser and Windows XP & MAC OS is not compatible with nCode PKI component

If Certificate is not displayed in the list, Please ensure it's valid class 2 or class 3 signing certificate



Choose Signing Certificate

iii). Now click on the link “nCode Component Setting for Chrome/Firefox” and do the necessary setting as per your browser.

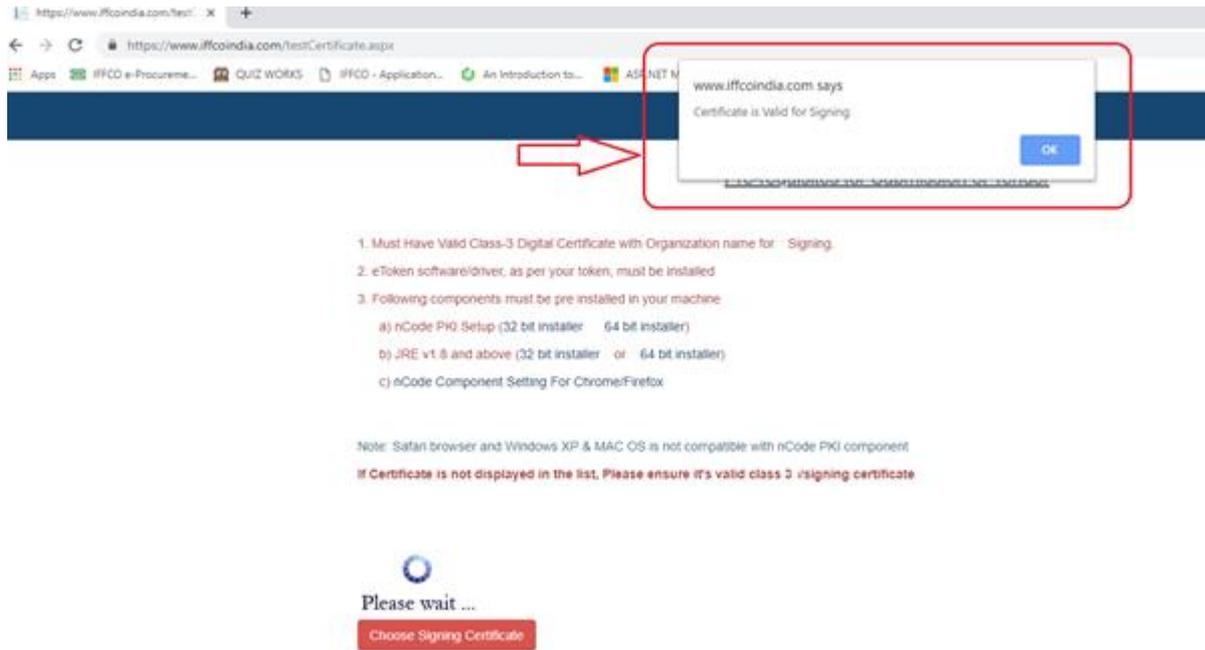
iv). Now click on Choose Signing Certificate Button, select the certificate and enter the Token password as shown below-

The screenshot shows a 'Select Certificate' dialog box with a table of certificates. The first row is selected:

Certificate Name	Serial No	Issuer Name	Validity Date
AMTADH MEDHA (U) 53 94 0c ee		CN=(p)Code Solutio... Sun Dec 08 14:42:3	

Below the dialog box, the 'Please wait ...' message is displayed with a 'Choose Signing Certificate' button.

After successful validation a message will appear as follows-



v) Now Click on “Choose Signing Certificate” and select the certificate from the list and message should appear as “Certificate is valid for Signing”

8. How to know whether my bid has been submitted or not?

Ans: After digitally signing your bid, you will get the email/SMS confirmation also you can check on the website if the status has been changed to “**Technically Quoted**” incase you submitted **Unprice Bid**, or “**Quoted**” incase you submitted **Price Bid of Two Stage RFQ** or “**Commercially Quoted**” incase you submitted **Price Bid of Single Stage RFQ** as shown below-

- Dashboard
- Submit Bid
- Previous Quoted RFQs
- Change Password
- My Contact Info
- Purchase Order & QCS
- General Terms & Conditions

Dashboard

4
Notification
[View Details](#)

3
Clarifications
[View Details](#)

0
Authorization
[View Details](#)

Click here to submit bids for old enquiries released before 04-Jun-2018

List of Enquiries Pending for Submission (To submit your tender Click on link "View/Submit bids" against respective Enquiry released for eProc mode only)

Enquiry NO	Unit	Enquiry Mode	Enquiry Type	Description	Bid Stage	Tech Due Date	Comm Due Date	Status	View/Submit bids	Authorise to 3rd party	Regret
201002200075	Kalol Unit	eProc	Supply	Control valve LICV-1807, PCV-1501and HICV-1401 for	Two Stage	22-May-2019 12:00	22-May-2019 12:00	Technical Quoted	View/Submit bids	Authorise	Regret
205002200016	Aonla	eProc	Supply	Procurement of 01 no. Jaldoot male, battery opera	Single Stage	Not Applicable	20-May-2019 15:00	UnAcknowledged	View/Submit bids	Authorise	Regret
204002200053	Aonla	eProc	Service	Construction of Rain Sheds at Bus route in Townshi	Single Stage	Not Applicable	22-May-2019 15:00	UnAcknowledged	View/Submit bids	Authorise	Regret
251002200186	Kandla Unit	E-mail	Supply	EMCO MAKE DC BRAKE UNIT.	Single Stage	Not Applicable	10-May-2019 14:00	UnAcknowledged	View/Submit bids		Regret
202002200056	Phulpur	eProc	Supply	SUPPLY OF PMIO POWER SUPPLY CARD FOR HONEYWELL MAK	Single Stage	Not Applicable	15-May-2019 12:00	UnAcknowledged	View/Submit bids	Authorise	Regret