USER MANUAL

For

Integration of OMMAS

with

GePNIC

(Government eprocurement system of NIC)

Preamble

National Rural Infrastructure Development Agency (NRIDA) under Ministry of Rural Development (MoRD) is currently using a software system, Online Management, Monitoring and Accounting System (OMMAS) for monitoring of schemes related to Pradhan Mantri Gram Sadak Yojana (PMGSY) being implemented across the country. With an objective to make the tendering process more efficient and faster, NRIDA envisages to integrate both the independent systems i.e. OMMAS and Government eProcurement System (GePNIC).

NRIDA approves the roads and sends the proposal through OMMAS to PMGSY eprocurement portal by pushing the pretender details in xml file format through web services available in the PMGSY eprocurement portal. The basic details related to road/ bridge tender will be filled automatically.

Steps to push works from OMMAS to GePNIC

1. Login with SRRDA role

2. Go to "Proposal → GePNIC → Proposal for GePNIC"

3. The following screen is displayed.

4. Select the required parameters and click on "List Proposals" button. The list of proposals are displayed as shown below.

5. Select the list of proposals to be sent to GePNIC and click on "**Send Proposals**" button available at the bottom. The works are to be selected Package Wise.

6. Option to select the Organization Chain will appear as shown below. Select the Organization and click on Submit button to send the package details to GePNIC

Tender process in GePNIC (PMGSY eprocurement portal) from Pretender Stage to AoC:

The package pushed from OMMAS is displayed under the **Pre Tender** menu in PMGSY eprocurement portal (GePNIC).

The user Logs in to the portal with the registered Email id and enter the captcha & click on Login Button.

Enter the password, captcha and click on the Proceed button to continue.

Landing page of the portal after log in. The user clicks the pre tender menu to view the works pushed from OMMAS.

The Pre Tender packages pushed from OMMAS are listed.

In **Tender Management-> Pre Tender Menu :** The Basic Details like Tender reference no.,Tender Type,Form of contract, no. of covers and tender category pushed from OMMAS are displayed.

Click the Add content(s) icon of Fee/PreQual/Technical to add the cover documents.

Enter the Document Description, select the document type and click on the Save button to continue.

The saved cover contents are displayed in the Cover Contents grid.

Click the Add content(s) icon of Finance to add the cover documents.

Enter the Document Description, select the document type and click on the Save button to continue.

The saved cover contents are displayed in the Cover Contents grid.

The cover documents are added.

Click on the Upload button to upload the NIT Document.

Enter the description, upload the document and click on the Submit button to submit the document.

NIT documents should be digitally signed and upload to the server. Verify the document by clicking Verify button.

Select the check box and click the save button to complete the verification of uploaded document.

The Action **Verified** shows that the document has been verified.

Enter the work item details and click on the Next button to proceed further.

Enter the Tender/EMD Fee Details and click on Next button to proceed further.

Enter the Critical dates and click on the Next button to proceed further.

Select the Bid Openers and click on the Submit button to proceed further.

Click on the Upload button to upload the Work Item Documents.

Enter the Document type and description, Upload the document and click on the save button to proceed further.

All the work item documents are digitally signed and upload to the server. Click **Verify** button to verify the uploaded document.

Select the check box and click the Save button to complete the verification of uploaded document.

The **verified** under Action column shows that the document has been verified.

Select the Other Important Document that the bidder has to submit.

Tender Details are displayed. The customized BOQ for PMGSY should be downloaded from the **"Download section"** of the PMGSY eprocurement portal and used by the department users.

AOC/Empanelment
Short Fall Documents History
Confirmatory Documents History
Auction Management
Tender cum Auction
Publish Auction
Published Auction
Create Auction Corrigendum
Publish Auction Corrigendum
Published Auction Corrigendum
Freeze Auction
View Live Auction
View Auction History
Bid Management
Bid History

Critical Dates

Publish Date	20-Nov-2018 03:00 PM	Bid Opening Date	20-Nov-2018 03:45 PM
Document Download / Sale Start Date	20-Nov-2018 03:05 PM	Document Download / Sale End Date	20-Nov-2018 03:40 PM
Clarification Start Date	NA	Clarification End Date	NA
Bid Submission Start Date	20 Nov 2018 03:05 PM	Bid Submission End Date	20 Nov 2018 03:40 PM

NIT Document

	S.No	Document Name	Description
	1	Tendernotice_1.pdf	Notice Inviting Tender

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🗐 Download as zip file

Work Item Documents

	S.No	Document Type	Document Name	Description	Document Size (in KB)
	1	BOQ	BOQ_56871.xls	BOQ	236.00

Bid Openers List

S.No.	Bid Opener Login Id	Bid Opener Name	Certificate Name
1.	deptuser1@nic.in	Test Dept User1	democert161Ency
2.	deptuser2@nic.in	test dept user 2	democert162Ency
3.	kingsly@nic.in	Kingsly Ranjith	democert180Ency
4.	kingsly1@nic.in	Kingsly Ranjith 1	democert173Ency

Tender Inviting Authority

Name	TIA
Address	Chennai

Click on **Send To Publish** button, tender details are displayed in Publish Tender page

Tender Creator Details

Created By	Kingsly Ranjith 1
Designation	Dept user
Created Date	20-Nov-2018 12:35 PM

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I confirm that this tender document complies with the "**Public Procurement (Preference to Make in India) Order, 2017**" issued by DIPP and "**Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012**" issued by MoSME.

☐ **I Agree**

Back   Send To Publish

Tender has been sent successfully for publishing.

Click on the View/Publish icon to publish the tender.

Tender Details are displayed

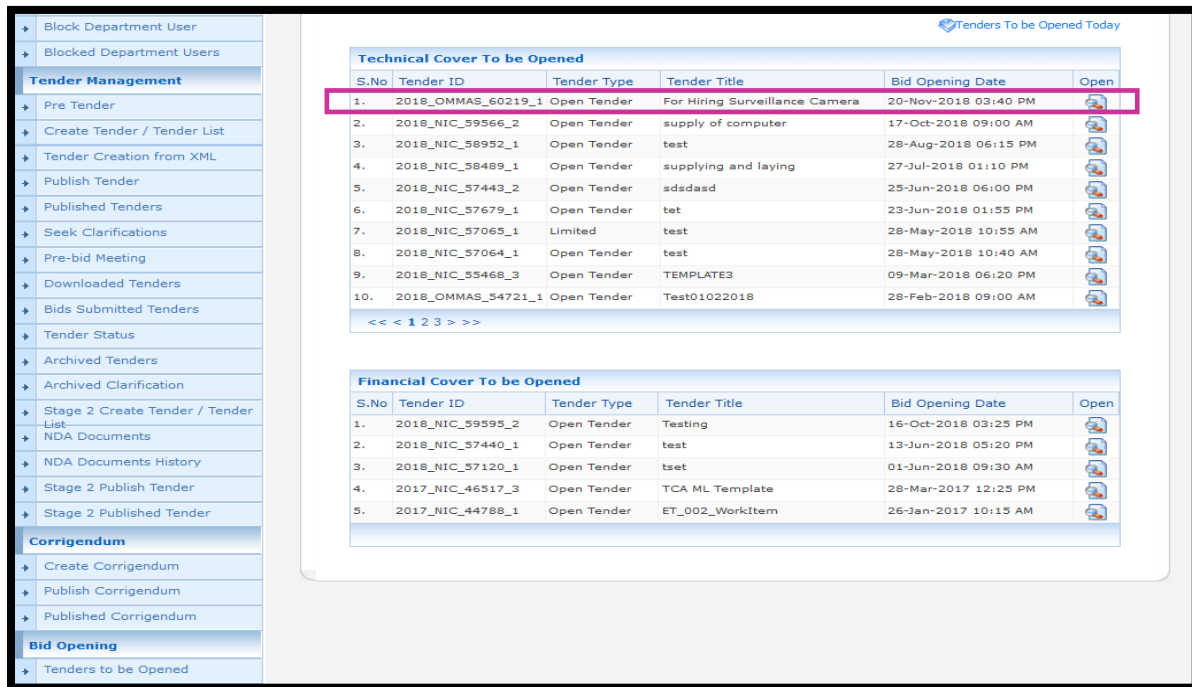Click on Publish Tender Button

Tender is published successfully.
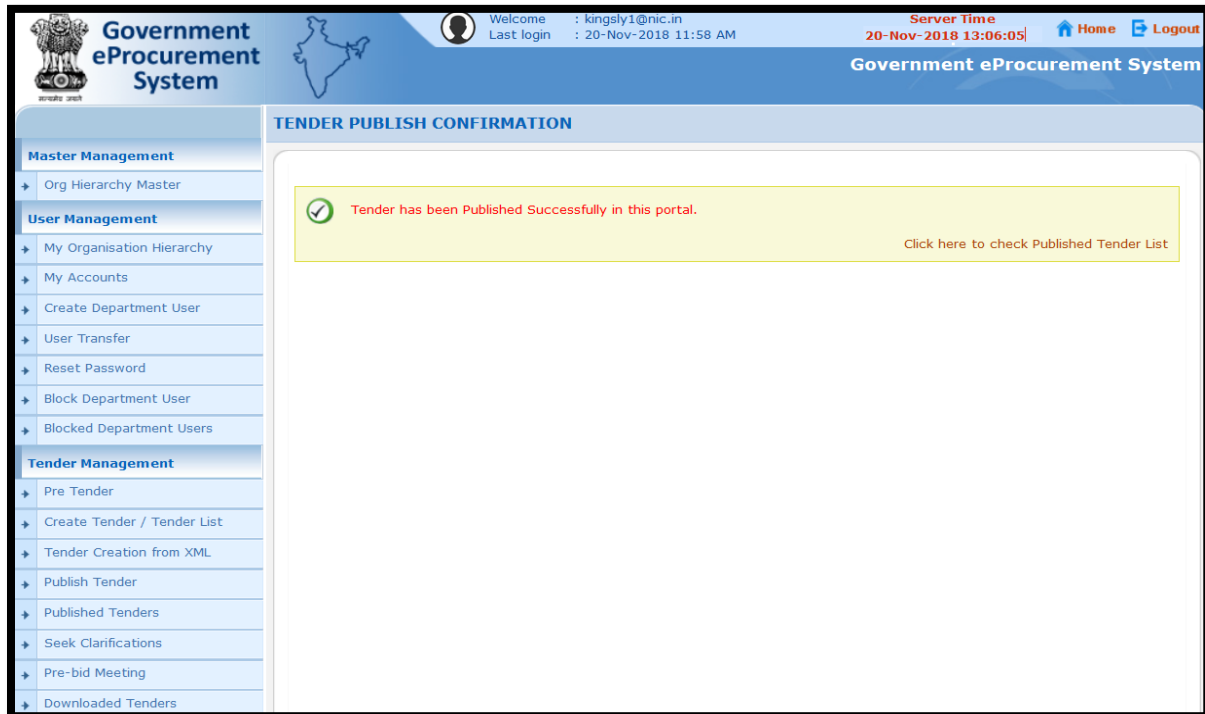
Bid Submission Process:

Bidder downloads all the tender documents like Technical /Financial Documents, NIT document, OID (Other important document) and BOQ . During bid submission, bidder uploads the **digitally signed and encrypted** Prequal/Technical/Financial (BOQ)/Fee Details (EMD Exemption Document/OID Documents to the server.

Technical Opening Process: Click on Tenders to be Opened from the left menu.

Click on the open icon to decrypt the bid.

Click on the Decrypt icon to decrypt the bid.

Click on Proceed button to proceed further.

Success message is displayed on the screen.

The Green button indicates that bid has been decrypted.

The Second Bid opener decrypts the bid by Clicking on the Decrypt button.

Click on proceed button to proceed further.

Success message is displayed on the screen.

Green button indicates that the bid has been decrypted.

Click the Bid Opening Lock Icon

Bid Submitted document and Fee payment details gets displayed

Open the pending bid documents and verify

Bid Documents are opened and click on Submit button

Click on Next button for updating the Technical summary

Update the Technical Bid Opening Summary Details and click on submit button

Technical opening process has been completed

Technical Evaluation Process:

Click on Technical Evaluation in the Left Menu

Click on the view icon against the Tender Id.

Provide the reason for Technical evaluation and click on the Submit button.

Enter the Technical evaluation details, upload the committee details file and financial bid opening date & click on save button to proceed further.

Technical evaluation details are displayed.

Financial Bid Opening:

Click on **Tenders to be opened** option in the left Menu.

Click on the Open icon against the tender Id.
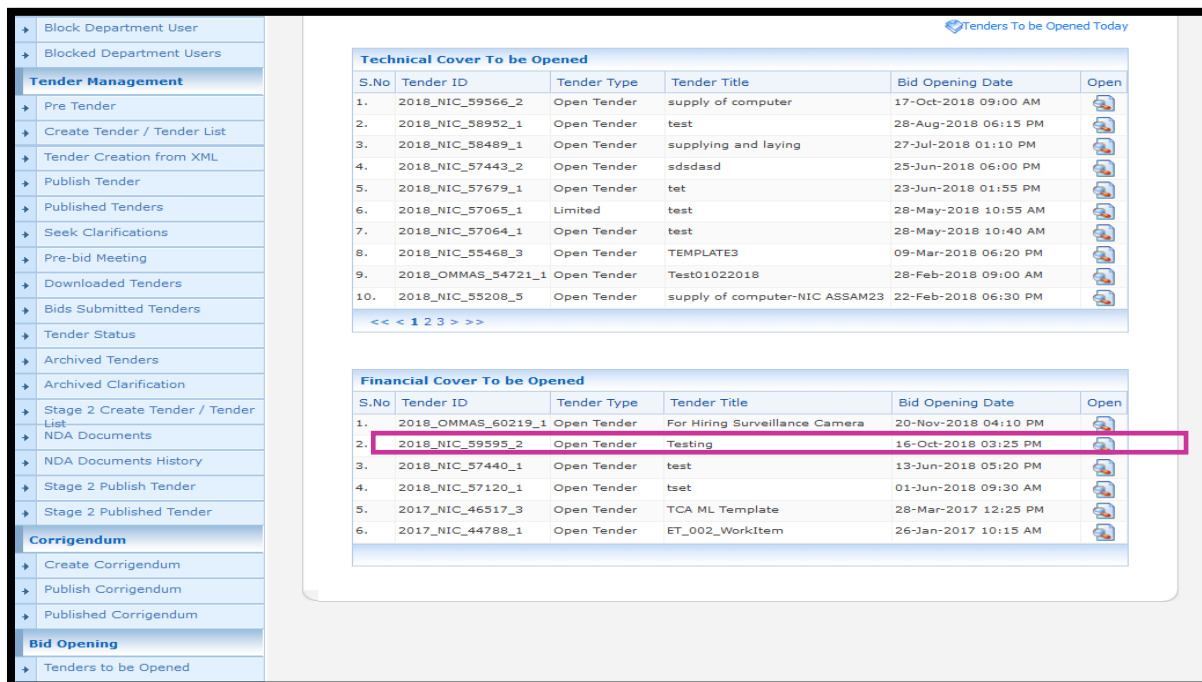
Bid Opener decryption takes place.

Click on Proceed button to decrypt the bidder details.

Success message is displayed on the screen.

The Green button indicates that the bid opener has decrypted.

Click on the Decrypt Button to decrypt.

Click on Proceed button to decrypt the bidder details.

Success message is displayed on the screen.

The Green button indicates that the bid opener has decrypted. Click on the financial packet to open the Price Bid Document

Click on Lock Icon to open the financial document

Bid financial document details are displayed

After opening the Bid documents click on Submit button

Click on View BOQ chart link, to view the bidders comparative chart and click on Next button

Financial Bid Opening Summary page

Update the financial bid opening summary detail

Click on submit button to complete the Financial bid Opening Process

Financial Evaluation Process: Select the Financial Evaluation fron the left menu

Click the view icon from the displayed tender

Enter bidder quoted amount and update the bid status and click on submit button to proceed further

For Financial evaluation summary page

Update the Financial Evaluation summary Details

Financial Evaluation Acknowledgement page gets displayed

Click on AOC/Empanelment from the left menu

Click on View Icon from the displayed tender

Select valid bid from the list and click on save button to update the AOC details

Award of Contract is given to the valid bidder and the link "Print Award Of Contract" is clicked to view the AoC Acknowledgement.

AOC Acknowledgement displays the Awarded Bid List.

After Award of contract the AoC details are pulled and displayed in OMMAS.

Services Available from GePNIC

Services to pull the tender details at various stages (Pretender to AoC) from PMGSY eprocurement portal to OMMAS. The tender information pulled from PMGSY eprocurement portal are used in OMMAS for monitoring the works by NRRDA and SRRDA.

- *Tenders published against a published date.*
- *Tender Information against tender reference Number.*
- *Tender Corrigendum Details against a published date,*
- *Award of contract details against created date.*
- *Current status of tender against tender reference number.*

Tender Details pulled by OMMAS from GePNIC

The tender details are pulled automatically by OMMAS from GePNIC. The details once received will be shown as displayed below.

	Tender ID	Ref No.	Title	Pre Qual.	Location	Pincode	Currenc	Fee	Value	EMD	Pub Date	Prebid Date	Doc Start	Doc End	BidSub Start	BidSub End	Bid Open	Generated Date
1	2018_CEJHR_69356_1	JH01II-BOK-05	JH-XV-II-BOK-05	Please refer Tender documents.	DISTRICT-BOKARO	827001	INR	10000	20055200	401104	26/09/2018	02/11/2018	26/09/2018	03/10/2018	26/09/2018	03/10/2018	05/10/2018	02/11/2018
2	2018_CEJHR_69356_1	JH01II-BOK-05	JH-XV-II-BOK-05	Please refer Tender documents.	DISTRICT-BOKARO	827001	INR	10000	20055200	401104	26/09/2018	02/11/2018	26/09/2018	03/10/2018	26/09/2018	03/10/2018	05/10/2018	02/11/2018
3	2018_CEJHR_69356_1	JH01II-BOK-05	JH-XV-II-BOK-05	Please refer Tender documents.	DISTRICT-BOKARO	827001	INR	10000	20055200	401104	26/09/2018	02/11/2018	26/09/2018	03/10/2018	26/09/2018	03/10/2018	05/10/2018	02/11/2018
4	2018_CEJHR_69356_1	JH01II-BOK-05	JH-XV-II-BOK-05	Please refer Tender documents.	DISTRICT-BOKARO	827001	INR	10000	20055200	401104	26/09/2018	02/11/2018	26/09/2018	03/10/2018	26/09/2018	03/10/2018	05/10/2018	02/11/2018
5	2018_OMMAS_60219_1	JH027KE008	For Hiring Surveillance Camera	For Hiring Surveillance Camera	Chennai	600107	INR	1000	300000	25000	20/11/2018	21/11/2018	20/11/2018	20/11/2018	20/11/2018	20/11/2018	20/11/2018	21/11/2018
6	2018_OMMAS_60219_2	JH027KE008	For Hiring Surveillance Camera	For Hiring Surveillance Camera	Chennai	600107	INR	1000	300000	25000	20/11/2018	21/11/2018	20/11/2018	20/11/2018	20/11/2018	20/11/2018	20/11/2018	21/11/2018
7	2018_OMMAS_60219_1	JH027KE008	For Hiring Surveillance Camera	For Hiring Surveillance Camera	Chennai	600107	INR	1000	300000	25000	20/11/2018	21/11/2018	20/11/2018	20/11/2018	20/11/2018	20/11/2018	20/11/2018	21/11/2018
8	2018_OMMAS_60219_2	JH027KE008	For Hiring Surveillance Camera	For Hiring Surveillance Camera	Chennai	600107	INR	1000	300000	25000	20/11/2018	21/11/2018	20/11/2018	20/11/2018	20/11/2018	20/11/2018	20/11/2018	21/11/2018

The AOC details received by OMMAS from the GePNIC system are as shown below

	Tender ID	Ref No.	Workitem ID	Tender Desc.	Tender Type	Publish Date	No. of Bids	No. of Bids Received	Bidder Name	Bidder Address	Contract Date	Contract Number	Currency	Contract Value	Completion Date	Party Qualified	Party Not Qualified	ORG ID	Generated Date
1	2018_OMMAS_60219_1	JH027KE008	56871	For Hiring Surveillance Camera	Works	20/11/2018	2	2	testggh,CR Corporation Pvt Ltd		22/11/2018	11346	INR	300000.00		CR Corporation Pvt Ltd	testggh	1617	21/11/2018
2	2018_OMMAS_60219_1	JH027KE008	56871	For Hiring Surveillance Camera	Works	20/11/2018	2	2	testggh,CR Corporation Pvt Ltd		22/11/2018	11346	INR	300000.00		CR Corporation Pvt Ltd	testggh	1617	21/11/2018