

# ONGC SRM Live Auction Cockpit help guide for vendors

## Table of Contents

Introduction ..... 2  
Set up Requirements..... 3  
Help Guide ..... 4

## Introduction

ONGC has introduced Reverse auction in e-tendering .This document contains Instructions for suppliers to login to the ONGC hosted live auction system along with the sample screens and explanation of the various features and functions.

All bidders participating in the Live Auction process are required to submit pricing electronically during a specified time frame. All prices submitted during the auction shall constitute valid and binding offers.

The auction format allows suppliers to see their price submittals and their rank against those of other suppliers, and provides the opportunity for suppliers to improve their rank by reducing their prices.

The identity of all participating suppliers will not be revealed to other suppliers and ONGC throughout the online auction. A minimum bid decrement will be pre set by the system administrator and the suppliers will be able to see the value of the bid decrement in their cockpit. The system will NOT accept a bid if the minimum bid decrement is not met. The auction will automatically be extended for a period of 5/10 minutes when there is change in L1 price in the last 3 minutes of the auction. The live auction cockpit will refresh whenever any bidder submits a bid. It will update the rank of the bidder, the new lowest bid and the bid decrement required for the next lowest bid.

The auction will be hosted and operated by ONGC.

## Set up Requirements

Use the following URL for JRE download:

Java Runtime Environment 1.3 or later. You can find Sun's Java [here](http://java.com/download/) (<http://java.com/download/>).

Or from appropriate SUN- Java URL.

Recommended browser is Microsoft IE 6.0 or above.

All participating suppliers will access a secure system via the internet from their own computer. A PC/laptop with a web browser and broadband or fast internet access are required to access and use this system.

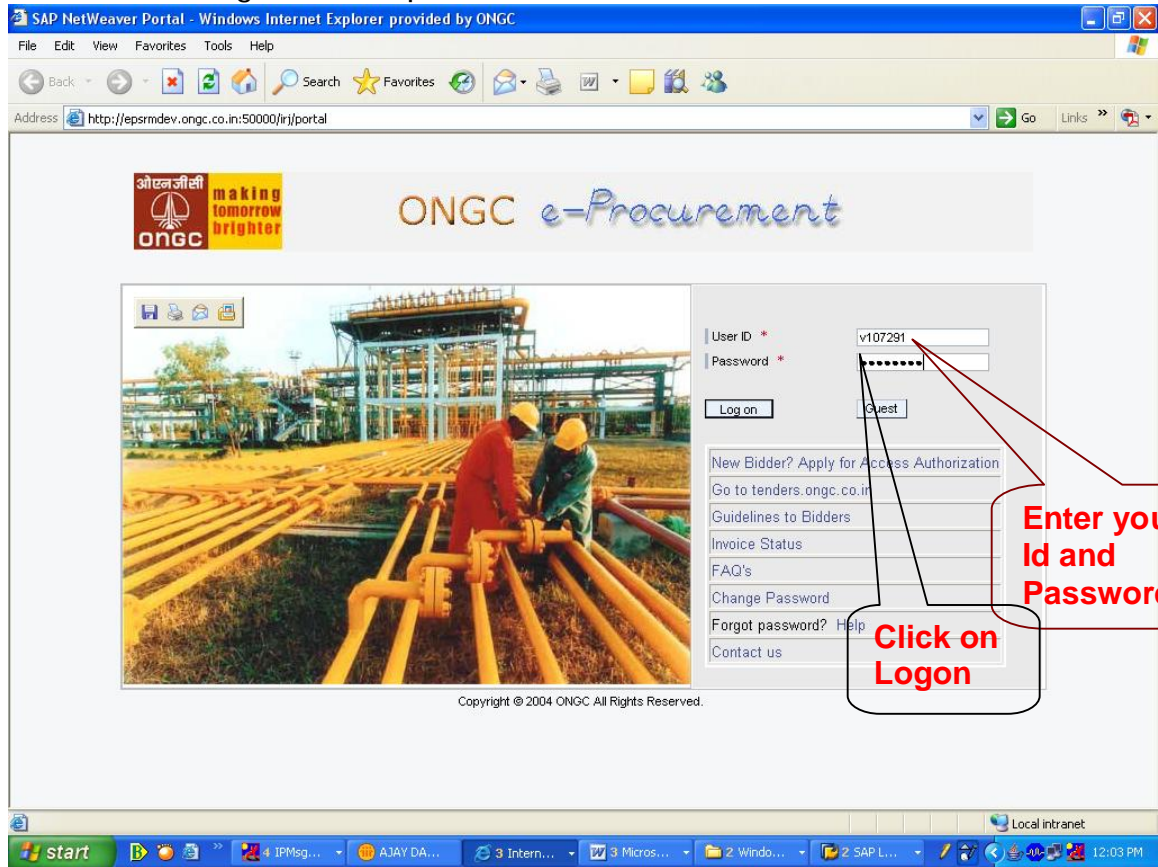
Login Procedure: Use your Portal User ID and Password to log in. The Password is case sensitive. The password is invalidated after 3 (three) failed attempts to log on the portal. Only the ONGC system Administrator can unlock or reset the password.

Only the authorized representative of the Supplier will be able to participate/bid in the live auction.

Opening of more than one session from the same user Id, will result in disconnection of the earlier session.

## HELP GUIDE FOR AUCTION

- Open the site <https://etender.ongc.co.in>
- The following window opens:



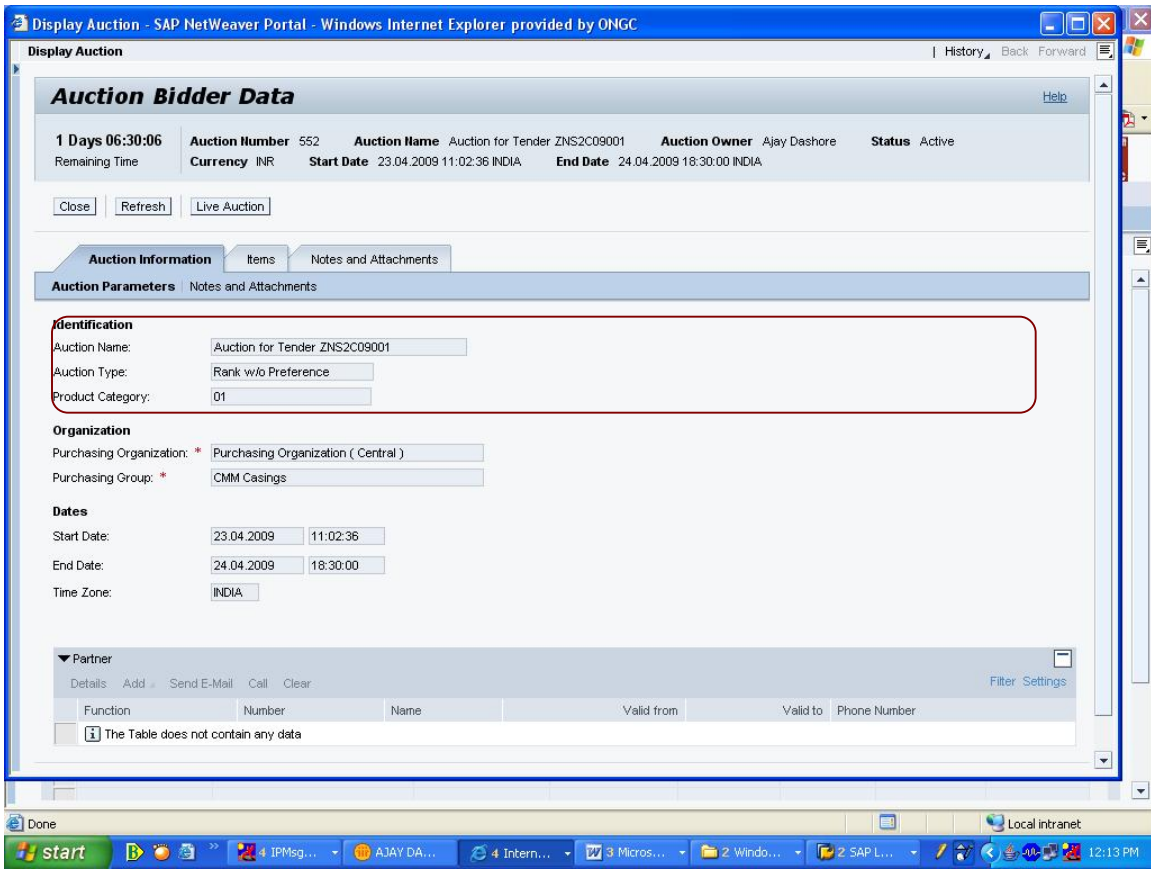
- This takes you to screen below:

The screenshot shows the ONGC e-Procurement portal interface. At the top, there is a navigation bar with 'Welcome Mr Dummy Indian' and 'ONGC e-Procurement'. Below this, there are tabs for 'RFX and Auctions' and 'Overview'. The main content area is titled 'RFX and Auctions' and contains a section for 'Active Queries'. Under 'Active Queries', there are links for 'eRFxs' and 'eAuctions'. The 'eAuctions' section has a callout pointing to the 'All' link with the text 'Click on all under e Auction queries'. Below this, there is a search and filter section with fields for 'Auction Number', 'Auction Status', and 'My Bids From'. Below the search section is a table with columns: Auction Number, Auction Description, Auction Type, Auction Status, Start Date, End Date, Bid Number, and Bid Status. The table contains one row with the following data:

Auction Number	Auction Description	Auction Type	Auction Status	Start Date	End Date	Bid Number	Bid Status
552	Auction for Tender ZNSZC09001	Rank w/o Preference	Active	23.04.2009	24.04.2009		No Bid Created

A callout points to the auction number '552' in the table with the text 'Select the auction number received in email'. The bottom of the screenshot shows the Windows taskbar with various open applications and the system clock showing 12:08 PM.

- New screen with the auction details is opened as shown below.



- The auction no. and the details will be visible now.
- The item details can be seen when clicked on items tab. Notes and attachment tab gives the detail of auction text and condition of participation.

**Auction Bidder Data**

1 Days 06:30:06 Remaining Time  
Auction Number 552 Auction Name Auction for Tender ZNS2C09001 Auction Owner Ajay Dashore Status Active  
Currency INR Start Date 23.04.2009 11:02:36 INDIA End Date 24.04.2009 18:30:00 INDIA

Close Refresh Live Auction

Auction Information Items **Notes and Attachments**

Notes

Assigned To	Category	Text Preview
Document Header	Conditions of Participation	This is test auction. Please maintain the settings.
Document Header	Auction Text	Auction for Tender no ZNS2C09001

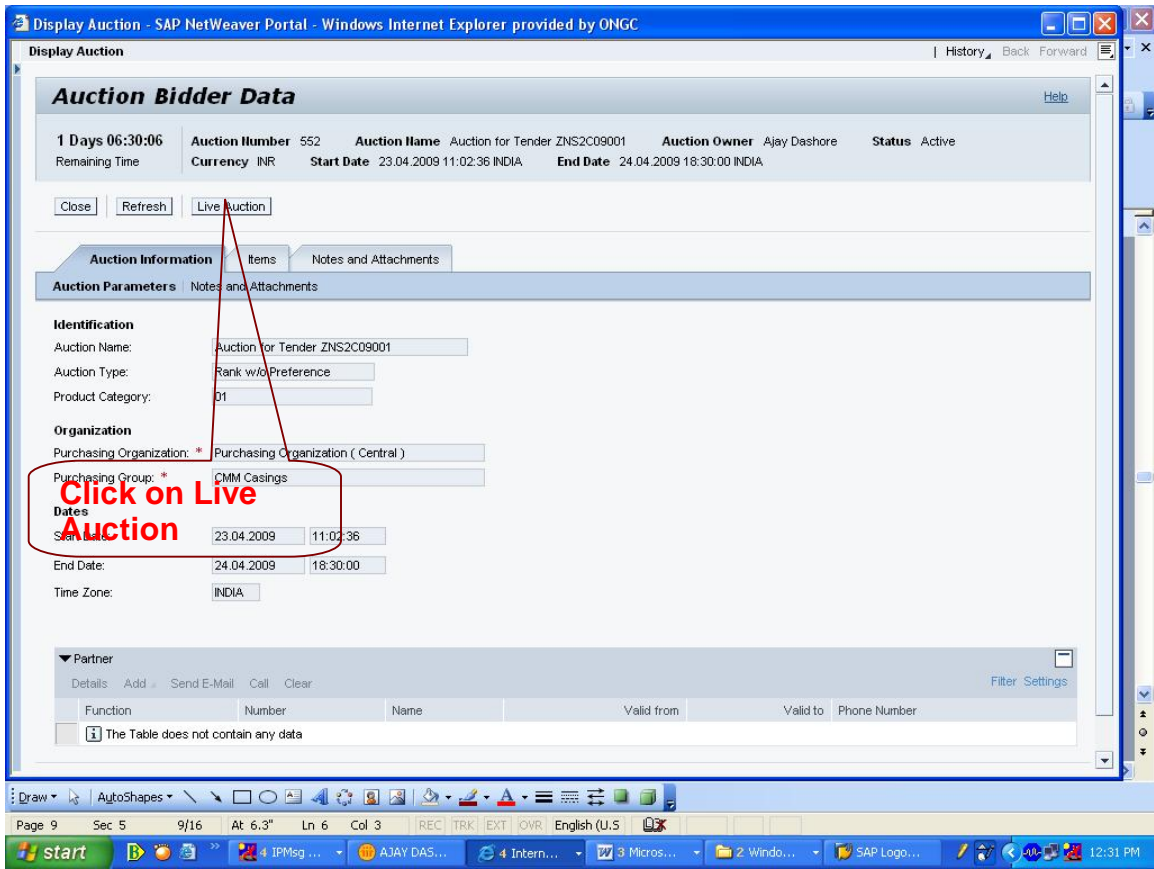
Attachments

Assigned To	Category	Description	File Name	Version	Process	Size (KB)	Changed By	Changed On
The Table does not contain any data								

Close Refresh Live Auction

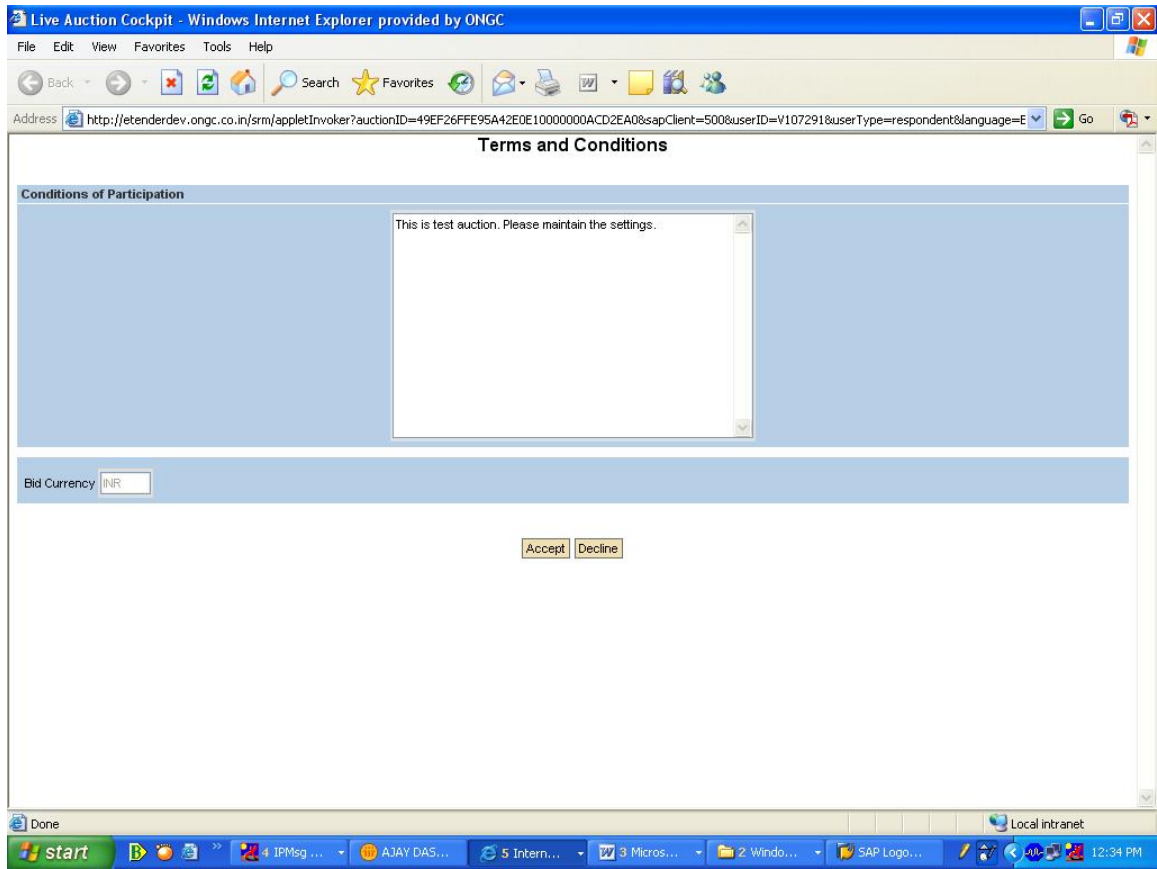
**Auction text and Conditions of participation can be seen under this tab**

- Click on the Live Auction tab as shown in the screen.

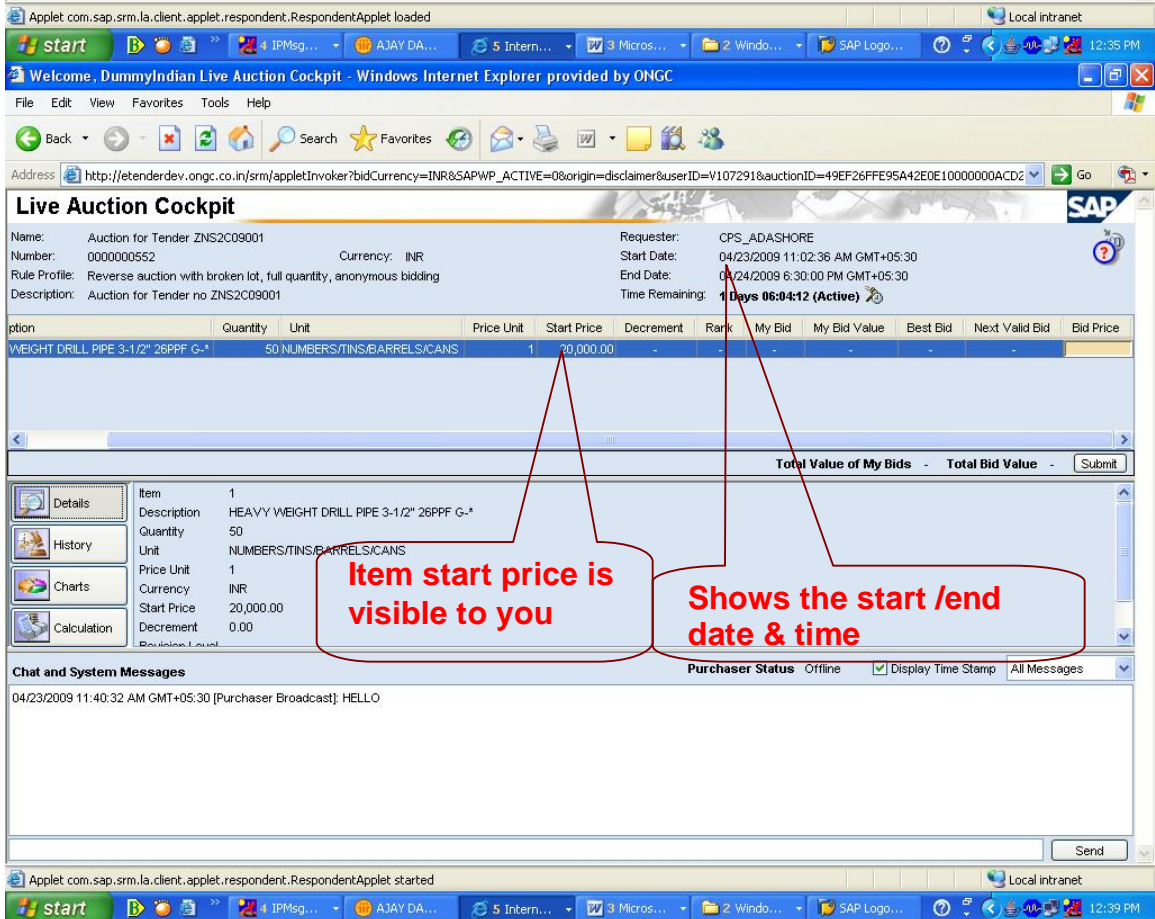
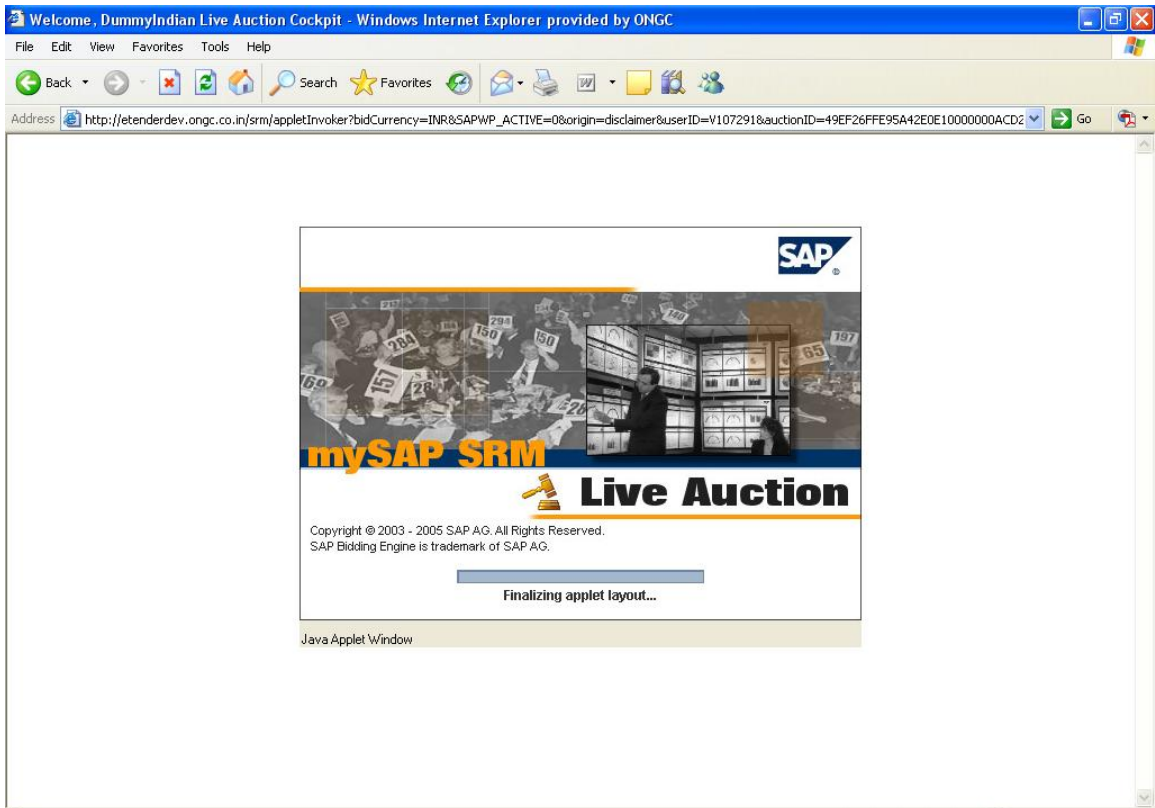


- This takes you to a screen where it asks for confirmation of acceptance of terms and conditions. The Java applet starts and the following window can be seen:





In case of the Foreign Vendor, the currency in which he has to participate and exchange rate will be visible.



**Item start price is visible to you**

**Shows the start /end date & time**

- When the Live Auction Cockpit opens, there are three sections of the screen.
  1. List of items for Auction
  2. History of the Bids entered by you with time stamp
  3. Chat and system messages.

Using the mouse pull down the various parts for easy viewing.  
 For logging in the auction you need to enter your price at least once under the bid price field. After you enter the price then only rank and best bid price will be visible.

**Shows the auction remaining time and status**

**Bid price needs to be entered here**

Item	Quantity	Unit	Price Unit	Start Price	Decrement	Rank	My Bid	My Bid Value	Best Bid	Next Valid Bid	Bid Price
WEIGHT DRILL PIPE 3-1/2" 26PPF G-*	50	NUMBERS/TINS/BARRELS/CANS	1	20,000.00	1.90	1	19,000.00	950,000.00	19,000.00	18,998.10	

Total Value of My Bids: 950,000.00    Total Bid Value: -    Submit

Details: Item 1, Description HEAVY WEIGHT DRILL PIPE 3-1/2" 26PPF G-\*, Quantity 50, Unit NUMBERS/TINS/BARRELS/CANS, Price Unit 1, Currency INR, Start Price 20,000.00, Decrement 1.90.

Chat and System Messages: 04/23/2009 11:40:32 AM GMT+05:30 [Purchaser Broadcast]: HELLO; 04/23/2009 12:27:53 PM GMT+05:30 [System]: Your bid for line item 1 has been successfully submitted.

Welcome, DummyIndian Live Auction Cockpit - Windows Internet Explorer provided by ONGC

Address: http://etenderdev.ongc.co.in/srm/appletInvoker?bidCurrency=INR&SAPWP\_ACTIVE=0&origin=disclaimer&userID=V107291&auctionID=49EF26FFE95A42E0E1000000ACD2

### Live Auction Cockpit

Name: Auction for Tender ZNS2C09001      Requester: CPS\_ADASHORE  
 Number: 0000000552      Currency: INR      Start Date: 04/23/2009 11:02:36 AM GMT+05:30  
 Rule Profile: Reverse auction with broken lot, full quantity, anonymous bidding      End Date: 04/24/2009 6:30:00 PM GMT+05:30  
 Description: Auction for Tender no ZNS2C09001      Time Remaining: **1 Days 05:51:14 (Active)**

Item	Quantity	Unit	Price Unit	Start Price	Decrement	Rank	My Bid	My Bid Value	Best Bid	Next Valid Bid	Bid Price
WEIGHT DRILL PIPE 3-1/2" 26PPF G-4	50	NUMBERS/TINS/BARRELS/CANS	1	20,000.00	1.90	1	19,000.00	950,000.00	19,000.00	18,998.10	15000

Total Value of My Bids: **950,000.00**      Total Bid Value: -     

**Press on the submit Tab after entering the bid .**

**Details**  
 Item: 1  
 Description: HEAVY WEIGHT DRILL PIPE 3-1/2" 26PPF G-4  
 Quantity: 50  
 Unit: NUMBERS/TINS/BARRELS/CANS  
 Price Unit: 1  
 Currency: INR  
 Start Price: 20,000.00

**Chat and System Messages**      Purchaser Status: Offline       Display Time Stamp      All Messages

04/23/2009 11:40:32 AM GMT+05:30 [Purchaser Broadcast]: HELLO  
 04/23/2009 12:27:53 PM GMT+05:30 [System]: Your bid for line item 1 has been successfully submitted.

Applet: com.sap.srm.la.client.applet.respondent.RespondentApplet started      Local intranet

Once you enter your start price in the column called "Bid Price" and click on submit, a Pop up window as shown below appears, for confirming the price you have entered and asks do you want to continue?. Click on yes.

Welcome, DummyIndian Live Auction Cockpit - Windows Internet Explorer provided by ONGC

Address: [http://etenderdev.ongc.co.in/srm/appletInvoker?bidCurrency=INR&SAPWP\\_ACTIVE=0&origin=disclaimer&userID=V107291&auctionID=49EF26FFE95A42E0E1000000ACD2](http://etenderdev.ongc.co.in/srm/appletInvoker?bidCurrency=INR&SAPWP_ACTIVE=0&origin=disclaimer&userID=V107291&auctionID=49EF26FFE95A42E0E1000000ACD2)

### Live Auction Cockpit

Name: Auction for Tender ZNS2C09001      Requester: CPS\_ADASHORE  
 Number: 0000000552      Currency: INR      Start Date: 04/23/2009 11:02:36 AM GMT+05:30  
 Rule Profile: Reverse auction with broken lot, full quantity, anonymous bidding      End Date: 04/24/2009 6:30:00 PM GMT+05:30  
 Description: Auction for Tender no ZNS2C09001      Time Remaining: **1 Days 05:46:49 (Active)**

Item	Quantity	Unit	Price Unit	Start Price	Decrement	Rank	My Bid	My Bid Value	Best Bid	Next Valid Bid	Bid Price
WEIGHT DRILL PIPE 3-1/2" 26PPF G-4	50	NUMBERS/TINS/BARRELS/CANS	1	20,000.00	1.90	1	19,000.00	950,000.00	19,000.00	18,996.10	15,000.00

**Live Auction Cockpit**

You are about to submit a total bid value of 750,000.00 INR for the following items:

Item 1: 750,000.00 INR

This operation cannot be undone. Do you want to continue?

My Bids: **950,000.00**    Total Bid Value: **750,000.00**   

Status: Offline     Display Time Stamp    All Messages

**Chat and System Messages**

04/23/2009 11:40:32 AM GMT+05:30 [Purchaser Broadcast]: HELLO  
 04/23/2009 12:27:53 PM GMT+05:30 [System]: Your bid for line item 1 has been successfully submitted

Applet com.sap.srm.la.client.applet.respondent.RespondentApplet started

Welcome, DummyIndian Live Auction Cockpit - Windows Internet Explorer provided by ONGC

File Edit View Favorites Tools Help

Back Forward Stop Refresh Home Search Favorites

Address: http://etenderdev.ongc.co.in/srm/appletInvoker?bidCurrency=INR&SAPWP\_ACTIVE=0&origin=disclaimer&userID=V107291&auctionID=49EF26FFE95A42E0E1000000ACD2

### Live Auction Cockpit

Name: Auction for Tender ZNS2C09001      Requester: CPS\_ADASHORE  
 Number: 0000000552      Currency: INR      Start Date: 04/23/2009 11:02:36 AM GMT+05:30  
 Rule Profile: Reverse auction with broken lot, full quantity, anonymous bidding      End Date: 04/24/2009 6:30:00 PM GMT+05:30  
 Description: Auction for Tender no ZNS2C09001      Time Remaining: **1 Days 05:46:27 (Active)**

Item	Quantity	Unit	Price Unit	Start Price	Decrement	Rank	My Bid	My Bid Value	Best Bid	Next Valid Bid	Bid Price
WEIGHT DRILL PIPE 3-1/2" 26PPF G-4	50	NUMBERS/TINS/BARRELS/CANS	1	20,000.00	1.50	1	15,000.00	750,000.00	15,000.00	14,998.50	

**Total Value of My Bids 750,000.00    Total Bid Value -    [Submit]**

**Details**    Item 1  
 Description HEAVY WEIGHT DRILL PIPE 3-1/2" 26PPF G-4  
 Quantity 50  
 Unit NUMBERS/TINS/BARRELS/CANS  
 Price Unit 1  
 Currency INR  
 Start Price 20,000.00

**History**

**Charts**

**Calculation**

**Chat and System Messages**      Purchaser Status Offline     Display Time Stamp    All Messages

04/23/2009 11:40:32 AM GMT+05:30 [Purchaser Broadcast]: HELLO  
 04/23/2009 12:27:53 PM GMT+05:30 [System]: Your bid for line item 1 has been successfully submitted  
 04/23/2009 12:43:35 PM GMT+05:30 [System]: Your bid for line item 1 has been successfully submitted

[Send]

Applet com.sap.srm.la.client.applet.respondent.RespondentApplet started      Local intranet

start    4 IPMsg...    AJAY DA...    5 Intern...    3 Micros...    2 Windo...    SAP Logo...    12:57 PM

**Live Auction Cockpit**

Name: Auction for Tender ZNS2C09001      Requester: CPS\_ADASHORE  
 Number: 0000000552      Currency: INR      Start Date: 04/23/2009 11:02:36 AM GMT+05:30  
 Rule Profile: Reverse auction with broken lot, full quantity, anonymous bidding      End Date: 04/24/2009 6:30:00 PM GMT+05:30  
 Description: Auction for Tender no ZNS2C09001      Time Remaining: **1 Days 05:22:55 (Active)**

Option	Quantity	Unit	Price Unit	Start Price	Decrement	Rank	My Bid	My Bid Value	Best Bid	Next Valid Bid	Bid Price
WEIGHT DRILL PIPE 3-1/2" 26PPF G-4	50	NUMBERS/TINS/BARRELS/CANS	1	20,000.00	1.50	1	15,000.00	750,000.00	15,000.00	14,999.50	

**Total Value of My Bids: 750,000.00    Total Bid Value** [Submit]

Details	Company	Bidder	Bid Price	Bid Date
History	DUMMY IND.MA	Dummy Indian	15,000.00	04/23/2009 12:43:35 PM GMT+05:30
Charts	DUMMY IND.MA	Dummy Indian	19,000.00	04/23/2009 12:27:52 PM GMT+05:30
Calculation				

**Chat and System Messages**

04/23/2009 11:40:32 AM GMT+05:30 [Purchaser Broadcast]: HELLO  
 04/23/2009 12:27:53 PM GMT+05:30 [System]: Your bid for line item 1 has been successfully submitted  
 04/23/2009 12:43:35 PM GMT+05:30 [System]: Your bid for line item 1 has been successfully submitted

**Purchaser Status:** Offline

Shows your rank

Click here to see your bids entered

Shows the next valid bid for you. You cannot enter price more than this value.

Area for chat message with dealing officer

The auction will get extended by five minutes automatically if the L1 position gets changed in the last three minutes.

The auction for all the items will end on reaching the end time. If the tender committee has decided to set the cascading closing of auction which is having three or more items then the auction for each item will close in a sequence after a time gap of 5 or 10 minutes i.e. bidding for item 2 will stop after 5 /10 minutes after stopping of auction for item 1. Similarly bidding for item 3 will stop after 5/10 minutes of stopping of auction for item 2.