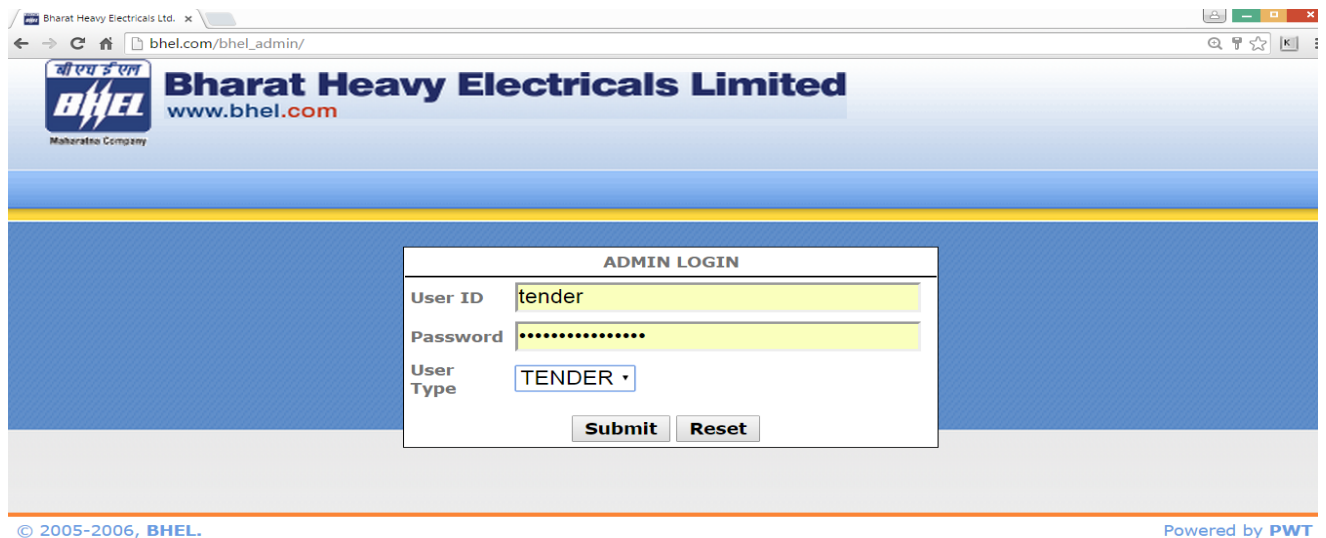


How To Upload Tender Procedure

1. First of all go the page http://bhel.com/bhel_admin/
2. Then enter your user Id and Password.
3. Select user type TENDER.

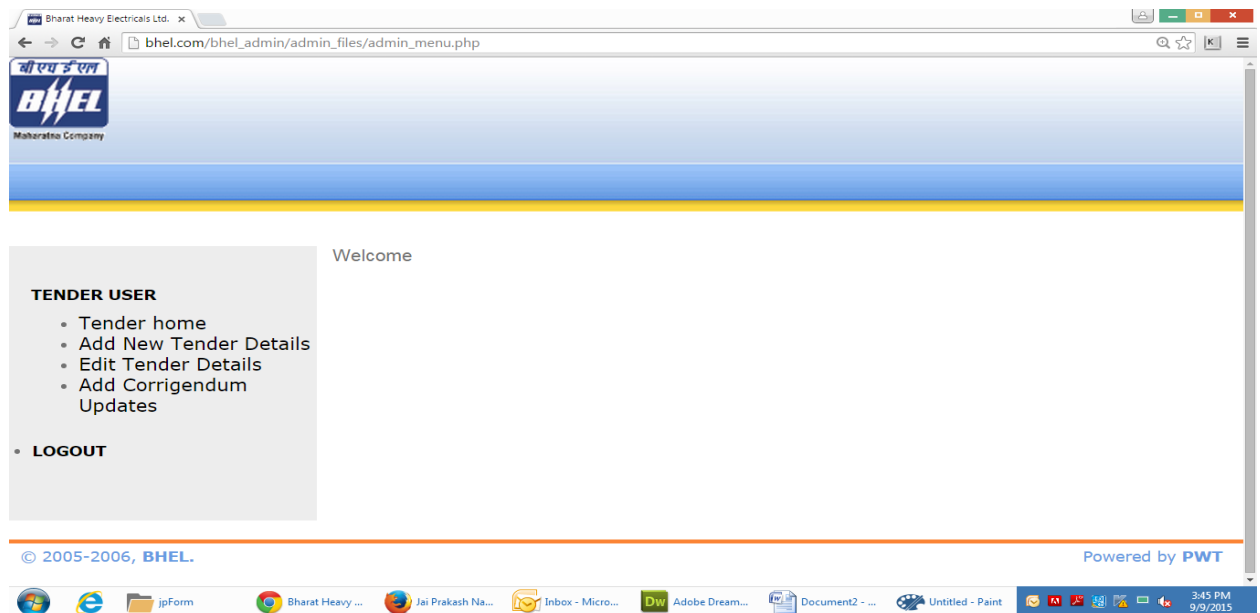


The screenshot shows the BHEL Admin Login page. The browser address bar displays bhel.com/bhel_admin/. The page header includes the BHEL logo and the text "Bharat Heavy Electricals Limited" and "www.bhel.com". The main content area features an "ADMIN LOGIN" form with the following fields:

- User ID:
- Password:
- User Type:

Below the form are "Submit" and "Reset" buttons. The footer contains the copyright notice "© 2005-2006, BHEL." and the text "Powered by PWT".

4. After submit user have below new window.



The screenshot shows the BHEL Admin Menu page after login. The browser address bar displays bhel.com/bhel_admin/admin_files/admin_menu.php. The page header includes the BHEL logo and the text "Bharat Heavy Electricals Limited" and "www.bhel.com". The main content area features a "Welcome" message and a "TENDER USER" menu with the following options:

- Tender home
- Add New Tender Details
- Edit Tender Details
- Add Corrigendum Updates
- LOGOUT

The footer contains the copyright notice "© 2005-2006, BHEL." and the text "Powered by PWT". The Windows taskbar at the bottom shows several open applications, including "jpForm", "Bharat Heavy ...", "Jai Prakash Na...", "Inbox - Micro...", "Adobe Dream...", "Document2 - ...", and "Untitled - Paint". The system clock shows 3:45 PM on 9/9/2015.

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5. This window has four options (Left side menu).
 1. Tender homes
 2. Add New Tender Details
 3. Edit Tender Details
 4. Add Corrigendum Updates.
6. To upload new tender select **“Add new tender details”**
7. New window will appear

TENDER USER

- Tender home
- Add New Tender Details
- Edit Tender Details
- Add Corrigendum Updates

• LOGOUT

New Tender Details

Basic Details

NIT No.	NIT_24238		
Unit*	-- Select --		
Address*			
E-Mail*			
Telephone	Code*	Number*	
Fax	Code	Number	
Approved by*	Name*	Desg.*	
Contact Person	Name		
Tender Reference No.*			
Published on	01	01	2015
Published in Newspaper*	Select		

Complete Details

Tender Title*							
Tender Type*	Select Tender Type						
Brief Work Description*							
Tender Value*							
EMD Value							
Document Cost*							
Date of Issue of Notification	Date	09	09	2015	Time	10	09
Closing date for Sale of Forms (field hidden if date is set to 01-01-2003 00:00)	Date	01	01	2015	Time	00	00
Last date of Submission of Completed Forms Date of Opening of Bids (field hidden if date is set to 01-01-2003 00:00)	Date	01	01	2015	Time	00	00

SAVE and proceed to file uploading..

8. NIT No. will be generated automatically.
9. Fill the all details as per your requirements.
10. Then click the button **“SAVE and proceed to file uploading”**.
11. After this you will have the file uploading window (**MAKE SURE YOU UPLOAD TENDER FILES**).
12. After click the button “Upload”. You need to select the all the files which you need to upload.

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TENDER USER

- Tender home
- Add New Tender Details
- Edit Tender Details
- Add Corrigendum Updates

LOGOUT

Tender detail sucessfully saved with NIT NO:-**NIT_24239**.

NOTE : TENDER POSTING IS NOT YET COMPLETE .You still have to upload the tender files.

Please upload the files by clicking the "UPLOAD" button below.

Upload

Drag & Drop Files

2). Tender Upload Information.doc

Done

1). NIT.pdf

Done

Tender document Uploaded sucessfully.

Upload Url

To view and Update tender document Please click here

13. After this your tender is uploaded. You can check the tender details the link
 14. http://bhel.com/tender/view_tender.php?tenderid=242398
 15. And the files which user uploaded that will be available on
 16. http://www.bhel.com/tender/tender_thanks.php?nit_no=NIT_242398
 17. In the both above link the no “**242398**” is the nit no which is generated during the filling details.
-