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# 1 Product and services - How To Participate

## 1.1 Prerequisite

1. Please ensure you are using latest version of Google Chrome, Internet Explorer, Mozilla Firefox or Safari. (Recommended: Google Chrome latest version).

OR

Download latest version of Google Chrome by visiting  
<https://www.google.co.in/intl/en/chrome>

2. Please check your internet connectivity. Good internet connection is required for best user experience.

## 1.2 How to participate

1. Visit <http://www.procureengine.com/msfl/> to access your sourcing portal.



Founded in 1990, Max Specialty Films Limited (MSFL) is the sole manufacturing unit of the Max Group, the USD 2-billion conglomerate specializing in Life and General Insurance, Healthcare, Healthcare Recruitment, Senior Living and BOPP Films. With the recent restructuring of Max India into three separate holding companies, MSFL is now a subsidiary of Max Ventures and Industries Limited (MVML).

### User Login

Username  Password

[Forgot Password?](#)

[Sign In](#)

Check you email for bid participation password. Sample of email is given below

ProcurEngine Mail

Today at 6:58 AM

PM

To: [rj@gmail.com](mailto:rj@gmail.com)

PS- 2: 06/06/2016: Bids are invited for Tractor Engine Front Cover

**NOTE : THIS IS AN AUTO-GENERATED MAIL . PLEASE DO NOT REPLY.**

Dear Rajan Juneja,

A new bid is invited against subject mentioned below and reference documents are available on Sourcing Portal.

<b>Bid Subject</b>	Bids are invited for Tractor Engine Front Cover
<b>Bid Details</b>	The Tractor Engine Front Cover is also known as gear housing cover that is made with premium grade cast iron, as per laid industrial norms. Tractor Engine Front Cover must be tested stringently for quality and performance. The product should be finely finished to deliver flawless performance over period of time. Please quote your best price as no manual negotiations will be done on price once bid is over.
<b>Bid Date</b>	06/06/2016
<b>Bid Time</b>	07:00 AM
<b>Bid Duration</b>	20 mins

**Please make sure that you are entering landed unit price**

Your User ID for this bid is [rj@gmail.com](mailto:rj@gmail.com)

Your Password for this bid is **78UK4M**

Please participate by using link [Sourcing Portal](#) on scheduled date and time.

Please Click [How to participate](#) to read user manual.

Regards

Procurement Team

[procurement@vstillers.com](mailto:procurement@vstillers.com)

Use User ID and password to login and participate in bid.

## 2. Once you are logged in accept terms and conditions

**procur[E]ngine** Veritas solution Ltd. -

### General Terms & Conditions

Logistics Service Provider (Vendor/LSP) should be a Company incorporated under the Companies Act, 1956, having its registration with Income Tax, Service Tax & Other Legal entities as per government laws. Vendor should be engaged in the business of providing Logistics Services Micromax (Company) is desirous of availing services of the Vendor for handling of Air Shipments & containerized cargo at its manufacturing facilities mentioned hereinafter and the Vendor agrees to provide services more specifically mentioned hereinafter to the Company on the terms and conditions contained in this special contract & its Annexure(s).

1. Applicability This e-bidding shall cover all the affiliates/divisions of the Company.
2. Security The Vendor shall be fully responsible for security of the goods entrusted to it by the Company. The security of the goods shall be of PRIME importance and Vendor has to ensure that: Vendor's security policy is well defined & properly documented (i.e.ISO). Vendor must have proper IT, Personnel & Material Security Plan. The Company can, at any time, inspect and audit the Security Procedures followed by the Vendor.
3. Vendor's Responsibility The Vendor shall be responsible for any loss and / or damage caused to the goods handed over to the Vendor for carriage and issue clear Consignment Notes/AWB/Bill of Lading. The Vendor shall take adequate precautions to ensure that goods are handled carefully and make good the loss and / or expenses, if any, incurred in respect thereof. Without the written authorization of the Company, the Vendor shall not retain or detain its goods, for any reason whatsoever. Without the prior written permission of the Company, the Vendor shall not, for any reason whatsoever, sell or dispose of the goods of the Company. The Vendor shall solely be responsible for satisfactory & safe delivery of the goods lifted by it along with all related documents, at the delivery point. It will also be responsible for protection of goods in transit against weather damage, theft or unauthorised handling / damage / theft etc. The Vendor shall adhere to all safety measures in order to avoid any mishap during transportation.

I have read this Agreement and agree to the terms & conditions. ☒

[Continue](#)

## 3. Read bid details, refer attached terms & conditions documents. Check Participation to enable pre-requisite information like VAT, CST etc. enter relevant values and click on proceed to start bidding.

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### Bid Participation

[Home](#)

#### Bid Details

Bid Subject: Bids are invited for Tractor Engine Front Cover Bid Date: 06/06/2016

Bid Details: The Tractor Engine Front Cover is also known as gear housing cover that is made with premium grade cast iron, as per laid industrial norms. Tractor Engine Front Cover must be tested stringently for quality and performance. The product should be finely finished to deliver flawless performance over period of time. Please quote your best price as no manual negotiations will be done on price once bid is over.

Bid Time: 07:00 AM Duration (in Minute): 20

Currency: INR Conversion Rate: 1

Terms & Conditions: [TermsAndConditions.docx](#) Attachment (Any Other):

#### Basic Information

ShortName	Quantity	UOM	Ceiling Price	TAT(days)	Validity(days)	Warranty(days)	VAT(%)	CST(%)	Participation?
Tractor Engine Front Cover	1000	Number	Not Disclosed	0	0	0	4	0	<input checked="" type="checkbox"/> Yes

[Proceed](#)

4. In this screen quote your best price and click on submit to start bidding. Based on quoted price your bid status would be shown as per screen shot given below.

Status becomes “L1” if your quote is lowest.

The screenshot shows the 'eBid Participation (Other Item)' screen in the procur[E]ngine system. The bid subject is 'Bids are invited for Tractor Engine Front Cover'. The bid date is 06/06/2016, and the duration is 20 minutes. The currency is INR, and the conversion rate is 1. The time left is 11:01. Below this, a table shows the bid details for 'Tractor Engine Front Cover' with a quantity of 1000 and a UOM of Number. The initial quote is 310, and the last quote is 305. The status is 'L1' (Lowest Price). A 'Submit' button is visible at the bottom of the table.

Short Name	Quantity	UOM	Initial Quote	Last Quote	Status (L1/ Not L1)	Quote
Tractor Engine Front Cover	1000	Number	310	305	L1	305

Status becomes “Not L1” if your quote is higher than lowest quoted price

**Important Note:**

- You can bid multiple times.
- If you quote your best price at last moment the bid time will increase by 2 minutes (refer screen shot given below) to give fair chance to other participant, hence avoid quoting your best price at last moment.

The screenshot shows the 'procur[E]ngine' interface for bid participation. The top section displays bid details: Bid Subject (Bids are invited for Tractor Engine Front Cover), Bid Date (06/06/2016), Bid Time (07:00 AM), Duration (in Minute) (17), Currency (INR), Conv. Rate (1), and Time left (02:12 Bid Time Extended). Below this, a message states 'Please make sure that you are entering landed unit price'. A table shows the bid details for 'Tractor Engine Front Cover' with a quantity of 1000, UOM of Number, Initial Quote of 310, Last Quote of 290, Status (L1/ Not L1) of L1, and Quote of 290. A 'Submit' button is visible at the bottom.

Short Name	Quantity	UOM	Initial Quote	Last Quote	Status (L1/ Not L1)	Quote
Tractor Engine Front Cover	1000	Number	310	290	L1	290

5. Once bid is over you will automatically logged-off from the system and password provided for this bid will automatically expire.

The screenshot shows the 'procur[E]ngine' interface with a modal message box stating 'Bid time has been over. Thanks for Participation.' with an 'OK' button. The background interface is dimmed, showing the same bid details and table as the previous screenshot.