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|  | <p align="center"><b>NOIDA S E Z AUTHORITY</b><br/>         (Under Government of India)<br/>         Min. of Commerce &amp; Industry, Deptt. of Commerce,<br/>         Noida Dadri Road, Phase-II, NOIDA-201305, Distt. Gautam Budh Nagar (UP)<br/>         नौएडा विशेष आर्थिक क्षेत्र प्राधिकरण<br/>         (अधीनस्थ भारत सरकार)<br/>         वाणिज्य एवं उद्योग मंत्रालय, वाणिज्य विभाग<br/>         नौएडा दादरी रोड, फेस-II, नौएडा-201305, जिला गौतम बुद्ध नगर (उ०प्र०)</p> |
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FNo.06/02/2015-EM8

16/05/2016

### **Circular**

**Sub: Procedure for participating in bidding process for e-auction of properties situated in NSEZ -Reg.**

All SEZs & EOUs units are informed that Noida SEZ Authority has engaged MSTC as an auctioneer for conducting e-auction of buildings, machineries, equipment, factories and other condemned/scrap/obsolete materials as well as equipment (Electricals/hardware/Electronic) and misc. articles (Furniture items) etc. in the Noida Special Economic Zone.

MSTC Limited ( A Govt. of India Enterprise) is a Mini Ratna Category-I PSU under the administrative control of the Ministry of Steel, Government of India. MSTC is a leading e-Commerce service provider in the Country. It has fully equipped state-of-the-art infrastructure and required application software with in-house capability of customization as per the client's needs. It is a standalone and neutral service provider with no outsourcing/sub-contracting of e-commerce activities to any outside agency. MSTC strictly adheres to the CVC guidelines, IT act, 2000 & its subsequent amendments and GFR stipulations. MSTC was the agency selected by the Ministry of Coal on nomination basis, for conducting the e-auction of Coal Blocks and the system has been appreciated by all.

DoC vide its letter dated 06/04/2016 has circulated the proposal of MSTC to the the zonal Developed Commissioner to utilize the service of MSTC for sale of properties, plots/building, machinery, equipment scrap etc. from the Govt. SEZs to maintain the uniform system across the country.

**Contd-2**

Head Office: [Code- from outside 0120 / from Delhi 95120]] 2567270 & 3021444 -46(4 Lines), Fax: 2562314, 2567276

Branch Office: PHD House, 3rd Floor, Opp. Asian Games Village, New Delhi-110016, Telefax: 011-26855061:

E-mail : < dc@nsez.gov.in > Website: < www.nsez.gov.in >

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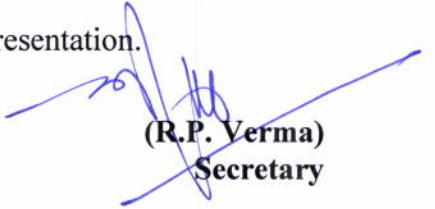
-2-

Interested firms/units/Cos. are required to be registered with MSTC as per prescribed method attached, to participate in the e-auction procedure. Non-LoA holder may also be allowed to participate in such biddings procedure subject to the conditions that such participants will obtain a valid LOA from the competent Authority within a reasonable period of 90 days failing which its Earnest Money Deposit (EMD) will be forfeited and re-auction will be conducted.

You are advised to get yourself registered with MSTC if you intend to participate in bidding process to purchase building/plots available in NSEZ. A presentation on the procedure shall also be displayed by MSTC officials on 19/05/2016 at 11:30 a.m. in the Conference hall of NSEZ service center.

This system has been approved by the Deptt. of Commerce to be followed in all 7 SEZs developed by the Central Govt.

You are requested to make it convenient to attend the meeting/presentation.

  
(R.P. Verma)  
Secretary

To,

1. All SEZs & EOUs units
2. President, NSEZ Entrepreneur Association.
3. Sh. BM Prasad, AGM MSTC
4. All officers, NSEZ
5. Notice Board
6. Guard File
7. NSEZ Website: [www.nsez.gov.in](http://www.nsez.gov.in)

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**SUB: PROCEDURE FOR PARTICIPATING IN BIDDING PROCESS FOR E-AUCTION OF PROPERTIES SITUATED IN NSEZ -REG.**

- STEP 1: LOG ON MSTC'S WEBSITE  
<http://mstcecommerce.com/auctionhome>  
 PRESS ENTER BUTTON OF KEYBOARD.
- STEP 2: CLICK ON REGISTER BUTTON
- STEP 3: READ GENERAL TERMS AND CONDITIONS  
 AT THE BOTTOM OF THE PAGE, PLEASE CLICK ON REGISTER AS BUYER
- STEP 4: NEXT PAGE WITH BUYER SPECIFIC TERMS & CONDITIONS (BSTC) WILL APPEAR PLEASE READ IT, IF YOU AGREE THEN CLICK ON AGREE BUTTON
- STEP 4: ON-LINE FORM WILL APPEAR ON YOUR COMPUTER SCREEN.  
 PLEASE SELECT BUYER ORIGIN AS DOMESTIC  
 AND BUYER TYPE AS GENERAL AUCTIONS  
 FILL THE REQUIRED DETAIL IN THE FORM AND CLICK ON SUBMIT BUTTON.  
 AFTER COMPLETE SUBMISSION OF ONLINE FORM, AN AUTOMATIC EMAIL WILL BE SENT BY THE SYSTEM ON EMAIL ID GIVEN AT THE TIME OF REGISTRATION REGARDING SUBMISSION OF DOCUMENTS ALONG WITH REGISTRATION FEE. PLEASE SUBMIT THE DOCUMENTS AND FEE AT ANY OF THE OFFICES OF MSTC AND GET YOUR REGISTRATION ACTIVATED FOR PARTICIPATION IN THE E-AUCTIONS CONDUCTED BY MSTC.
- STEP 5: FOR PARTICIPATION IN ONLINE E-AUCTIONS  
 PLEASE LOGON MSTC WEBSITE AS GIVEN IN STEP 1  
 ENTER YOUR USER NAME AND PASSWORD AS CREATED AT THE TIME OF ONLINE REGISTRATION AND CLICK ON LOGIN BUTTON AS A BUYER.