



Tamil Nadu Housing Board

Instructions to Bidders for Participating in e-Tender cum Open Auction on

<https://tntenders.gov.in>

Step-by-Step Guide

1. Registration

- Visit <https://tntenders.gov.in>.
- Click on **Online Bidder Enrollment** (top right).
- Fill in the required details and complete the registration.
- Use a **valid Class III Digital Signature Certificate (DSC)** issued by a licensed Certifying Authority in India.

👉 You can get a DSC/e-Token from licensed providers listed at:

- Click on **Information about DSC** (In the right side of the home page).
- Under the heading **Frequently Asked Questions on Digital Signature Certificate** scroll for point **7. How to obtain DSC for contractors/bidders**.

7. How to obtain DSC for contractors/bidders

Bidders can obtain the e Tokens from the following address To View [click here](#) ➡ [Click on this link](#)

- Click on the click here link and you can find the list of DSC/e-Token licensed providers list

- After approval by the portal administrator, your account will be activated.

2. Login

- Use your **User ID, Password, and DSC** to log in securely.

3. Search for Tender

- On the homepage, click on **Search Tenders**.
- Use filters like **Organisation Name, Tender ID, or Location** to find the desired tender/auction.

4. Download Tender Documents

- Click on the tender link.
- Download all relevant tender documents such as Notice Inviting Tender (NIT), Technical Specs, and BOQ.

5. Prepare Bid

- Carefully read all instructions and terms.
- Prepare **Technical Bid**, **Financial Bid**, and ensure all documents are digitally signed using your DSC.

6. Bid Submission

- Upload scanned copies of all required documents on the portal.
- Submit **Technical** and **Financial** bids **before the closing date/time**.
- Ensure the documents are in the prescribed format and digitally signed.

7. Bid Opening

- The **Technical Bids** will be opened first.
- Qualified bidders will be notified of the **Financial Bid** and/or **e-Auction** opening.
- Winners will be notified via email and SMS.

8. Participate in e-Auction

- If auction is enabled:
 - You will receive the auction schedule via email/SMS.
 - Go to **“My Auctions”** → Mark relevant auction as **Favourite**.
 - Enter bid amount, confirm, and digitally sign.
 - Submit the amount.
 - Bidding continues until the highest bidder wins or time elapses.

If any bidder places a bid within the last 1–4 minutes, **auto-extension** of 5-10 minutes is triggered.

Need Help?

- **NIC Helpdesk:** 0120-4001 002 / 0120-4001 005 / 0120-4493 395
 - **Email:** support-eproc@nic.in
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