



e-Auction User Manual *Buyer*

Version 56.0



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About this Guide

Purpose of this Guide

This guide will enable you to use every option of Tea Board Buyer and provides detailed procedures for the same.

Who should Read this Guide

This guide is for any stakeholder who has to use the e-Auction system. The e-Auction would typically involve the following tasks:

- Setting up information about tea types, marks, grades, and stockholders etc.
- Pre-Auction Activities including Invoice and AWR creation
- Creation of Sale Programs and Catalogs for the same
- Bidding and Knockdown of lots
- Post Auction Activities including Contract Notes and Delivery Orders generation
- Maintaining Reports

Note: A Note, providing additional information about a certain topic

How to Get in Touch

The following sections provide information on how to obtain support for the documentation and the software.

Documentation Support

NSE.IT welcomes your comments and suggestions on the quality and usefulness of this document. For any questions, comments, or suggestions on the documentation, you can contact us at

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Getting Started

In this chapter, you will learn about:

- Logging onto e-Auction Buyer module
- Changing Password
- Logging out of e-Auction Buyer module
- E-Auction Buyer module Interface
- Common Features

Logging on to e-Auction

The **Login** option facilitates you to log on to e-Auction application.

1. Log on to **e-Auction Buyer** application.
2. **Buyer module** displays the **Buyer Login** screen.



Field	Default Value	Validation	Description
User Name	➤ Blank	<ul style="list-style-type: none"> ➤ Alphanumeric ➤ This field is mandatory. 	<ul style="list-style-type: none"> ➤ Enter the appropriate user or the login name. ➤ This field is alphanumeric.
Password	➤ Blank	<ul style="list-style-type: none"> ➤ Alphanumeric with a minimum length of 8 characters. ➤ Should contain at least an alphabet and a numeric value. ➤ This field is mandatory. 	<ul style="list-style-type: none"> ➤ Enter the appropriate password.
Auction Center	➤ Select	<ul style="list-style-type: none"> ➤ Dropdown will consist all the available auction centers 	<ul style="list-style-type: none"> ➤ Select the appropriate Auction Center.

3. Enter the appropriate information in the relevant fields (Username and Password).
4. Select an Auction Center.
5. Click the **Login** button to log into the **Buyer module**.
6. A buyer will be able to login and access his registered auction centre only if he or she has a valid **Tea Board Registration number**.
7. If the buyer does not have a valid **Tea Board Registration number** then the following validation message will be displayed.

Buyer Login


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8. On successful login **Buyer module** displays the following screen.
9. Screen size will be opened as per Resolution set for machine.

Dashboard

1. The dashboard will be the first screen visible to the buyer after he Logs in to the system.
2. There will be different auction centers displayed on the dashboard.
3. To log in to any particular Auction Center, buyer has to click on the “**Click here to Enter**” link provided below the data table of that auction center.
4. User can also minimize the Dashboard by clicking on the **Minimize** button.
5. User can view the live status of the ongoing sessions by clicking on the **Refresh** button.
6. Alternatively, the Dashboard auto-refreshes after every 10 seconds.

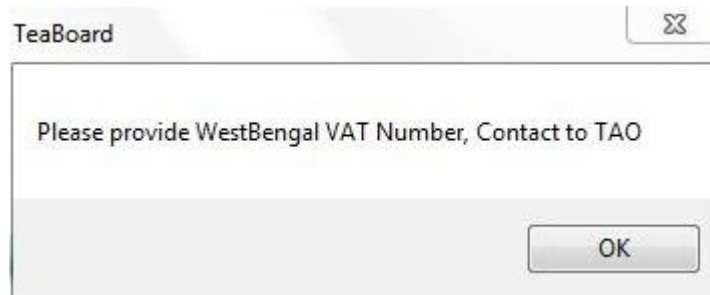
7. User can close the Dashboard by clicking on **Exit** button. **But on clicking the Exit button; all the open windows of the auction centers will also be closed.**

Access Scenarios

Any buyer registered with the Tea Board and any Auction Center TTA would be allowed to access the registered auction center and bid. However, to access the auction centers, the buyer will require the VAT No. and/or CST No. based on the following scenarios.

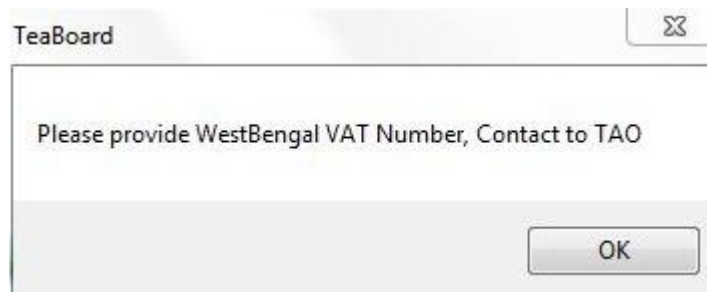
Scenario 1

When buyer logs in to the **Dashboard** using **Kolkata 1** as **Auction Center** from the **Login Page** and tries to enter **Kolkata 1** auction center; then buyer must have **West Bengal VAT No.** If the buyer doesn't have then he or she will be restricted to enter the auction center and a validation message will be popped up as shown below.



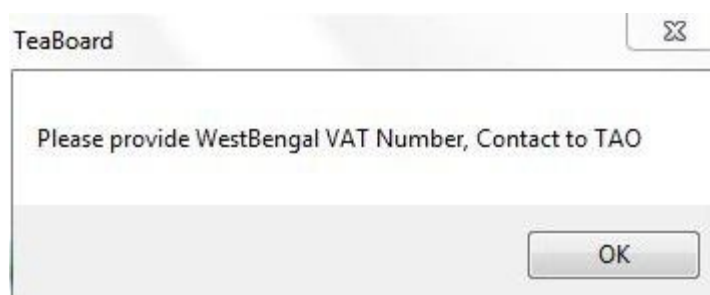
Scenario 2

When a registered buyer logs in to the **Dashboard** using **Kolkata 1** as **Auction Center** from the **Login Page** and tries to enter any auction center of **West Bengal** (i.e. **Kolkata 2, Siliguri or Jalpaiguri**); then buyer must have **West Bengal VAT No as mandatory** . If the buyer doesn't have then he or she will be restricted to enter the auction center and a validation message will be popped up as shown below.



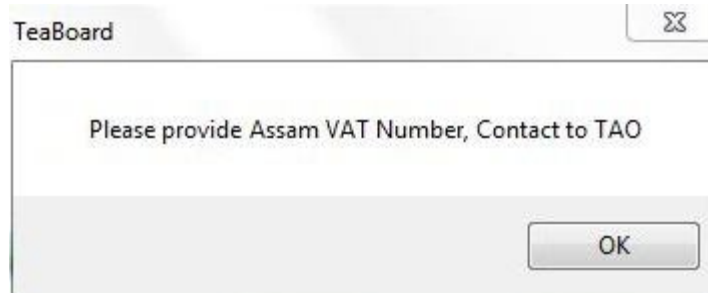
Scenario 3

When a non registered buyer logs in to the **Dashboard** using **Kolkata 1** as **Auction Center** from the **Login Page** and tries to enter any auction center of **West Bengal** (i.e. **Kolkata 2, Siliguri or Jalpaiguri**); then buyer must have **West Bengal VAT No or CST No** . If the buyer doesn't have then he or she will be restricted to enter the auction center and a validation message will be popped up as shown below.



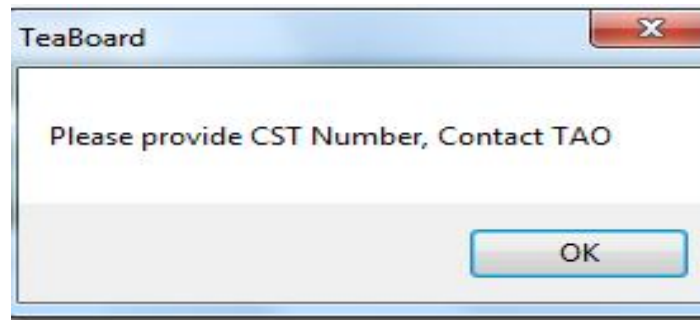
Scenario 4

When a registered buyer logs in to the **Dashboard** using **Kolkata 1** as **Auction Center** from the **Login Page** and tries to enter any auction center of **Assam** (i.e. **Guwahati Dust** or **Guwahati Leaf**); then buyer must have **Assam VAT No.** If the buyer doesn't have then he or she will be restricted to enter the auction center and a validation message will be popped up as shown below.



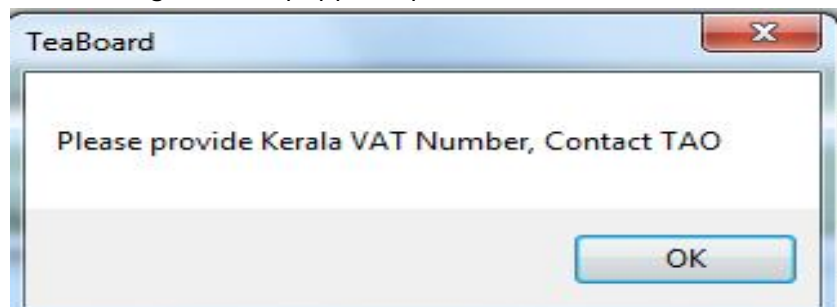
Scenario 5

When a non registered buyer logs in to the **Dashboard** using **Kolkata 1** as **Auction Center** from the **Login Page** and tries to enter any auction center of **Assam** (i.e. **Guwahati Dust** or **Guwahati Leaf**); then buyer must have **Assam CST No** having only CST no will not allow buyer to do the within sale type splitting. If the buyer doesn't have then he or she will be restricted to enter the auction center and a validation message will be popped up as shown below.



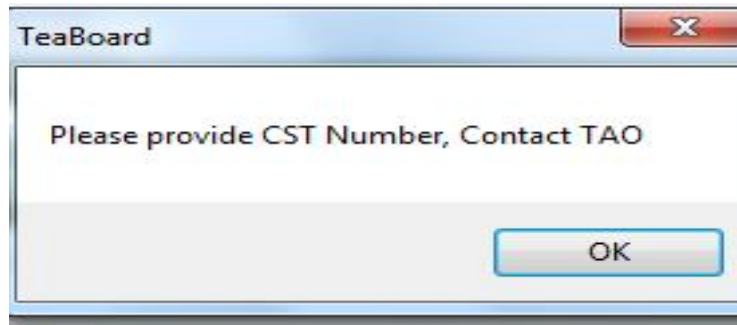
Scenario 6

When a registered buyer logs in to the **Dashboard** using **Kolkata 1** as **Auction Center** from the **Login Page** and tries to enter auction center of **Kerala** (i.e. **Cochin**); then buyer must have **Kerala VAT No or CST No.** If the buyer doesn't have then he or she will be restricted to enter the auction center and a validation message will be popped up as shown below.



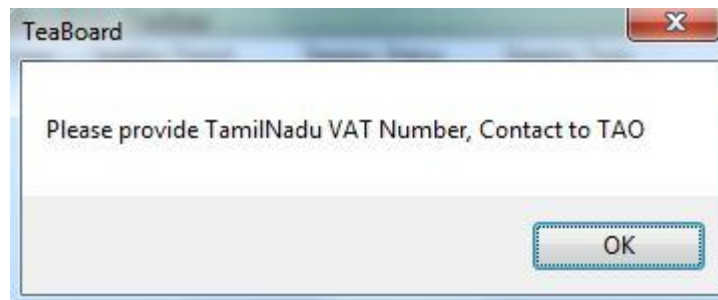
Scenario 7

When a non registered buyer logs in to the **Dashboard** using **Kolkata 1** as **Auction Center** from the **Login Page** and tries to enter auction center of **Kerala** (i.e. **Cochin**); then buyer must have **Kerala CST No**, having only CST no will not allow buyer to do the within sale type splitting. If the buyer doesn't have then he or she will be restricted to enter the auction center and a validation message will be popped up as shown below.



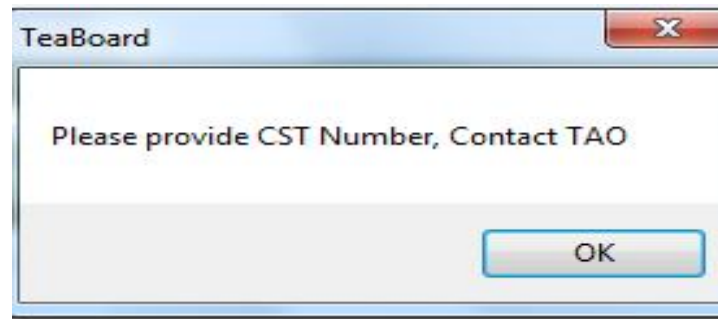
Scenario 8

When a registered buyer logs in to the **Dashboard** using **Kolkata 1** as **Auction Center** from the **Login Page** and tries to enter auction center of **Tamil Nadu** (i.e. **Coonoor, Coimbatore**); then buyer must have **Tamil Nadu VAT No.** If the buyer doesn't have then he or she will be restricted to enter the auction center and a validation message will be popped up as shown below.



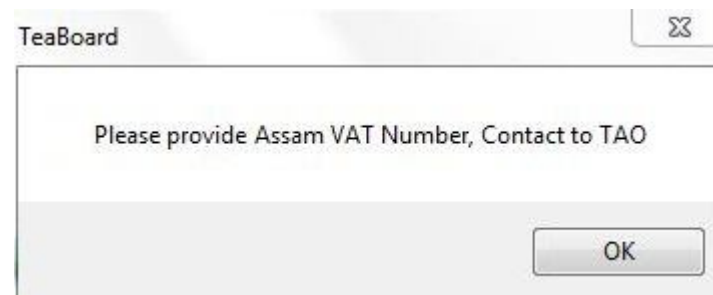
Scenario 9

When a non registered buyer logs in to the **Dashboard** using **Kolkata 1** as **Auction Center** from the **Login Page** and tries to enter auction center of **Tamil Nadu** (i.e. **Coonoor, Coimbatore**); then buyer must have **Tamil Nadu CST No.** If the buyer doesn't have then he or she will be restricted to enter the auction center and a validation message will be popped up as shown below.



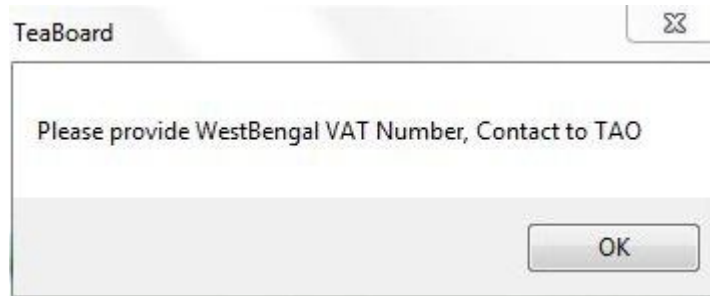
Scenario 10

When a registered buyer logs in to the **Dashboard** using **Guwahati Dust** as **Auction Center** from the **Login Page** and tries to enter **Guwahati Dust** auction center; then buyer must have **Assam VAT No.** If the buyer doesn't have then he or she will be restricted to enter the auction center and a validation message will be popped up as shown below.



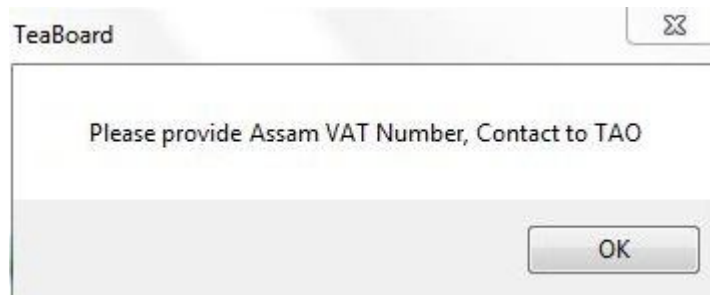
Scenario 11

When buyer logs in to the **Dashboard** using **Guwahati Dust** as **Auction Center** from the **Login Page** and tries to enter any auction center of **West Bengal** (i.e. **Kolkata 1**, **Kolkata 2**, **Siliguri** or **Jalpaiguri**); then buyer must have **West Bengal VAT No**. If the buyer doesn't have then he or she will be restricted to enter the auction center and a validation message will be popped up as shown below.



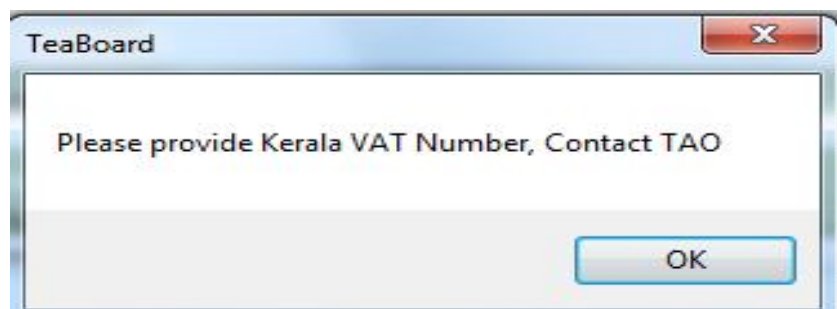
Scenario 12

When buyer logs in to the **Dashboard** using **Guwahati Dust** as **Auction Center** from the **Login Page** and tries to enter auction center of **Assam** (i.e. **Guwahati Leaf**); then buyer must have **Assam VAT No**. If the buyer doesn't have then he or she will be restricted to enter the auction center and a validation message will be popped up as shown below.



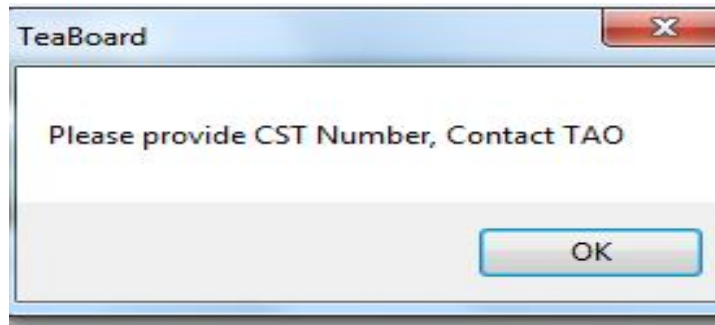
Scenario 13

When registered buyer logs in to the **Dashboard** using **Guwahati Dust** as **Auction Center** from the **Login Page** and tries to enter auction center of **Kerala** (i.e. **Cochin**); then buyer must have **Kerala VAT No**. If the buyer doesn't have then he or she will be restricted to enter the auction center and a validation message will be popped up as shown below.



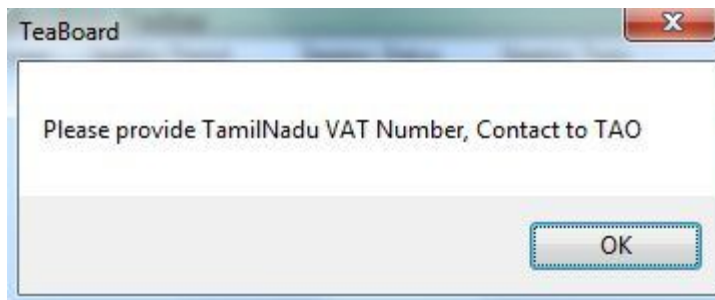
Scenario 14

When a non registered buyer logs in to the **Dashboard** using **Guwahati Dust** as **Auction Center** from the **Login Page** and tries to enter auction center of **Kerala** (i.e. **Cochin**); then buyer must have **Kerala CST No**. If the buyer doesn't have then he or she will be restricted to enter the auction center and a validation message will be popped up as shown below.



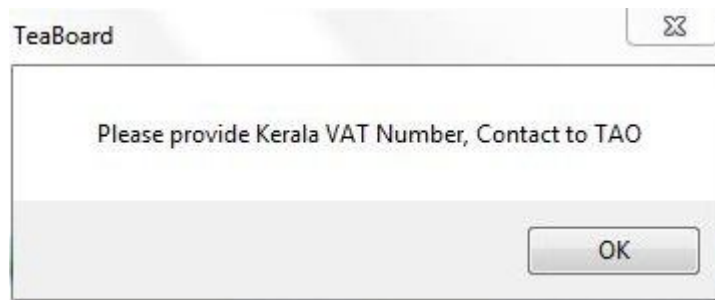
Scenario 15

When buyer logs in to the **Dashboard** using **Guwahati Dust** as **Auction Center** from the **Login Page** and tries to enter auction center of **Tamil Nadu** (i.e. **Coonoor, Coimbatore**); then buyer must have **Tamil Nadu VAT No.** If the buyer doesn't have then he or she will be restricted to enter the auction center and a validation message will be popped up as shown below.



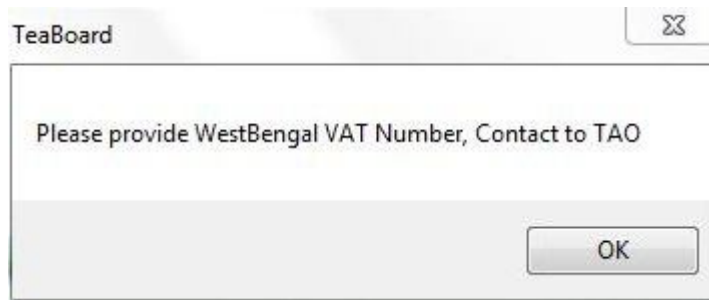
Scenario 16

When buyer logs in to the **Dashboard** using **Cochin** as **Auction Center** from the **Login Page** and tries to enter **Cochin** auction center; then buyer must have **Kerala VAT No.** If the buyer doesn't have then he or she will be restricted to enter the auction center and a validation message will be popped up as shown below.



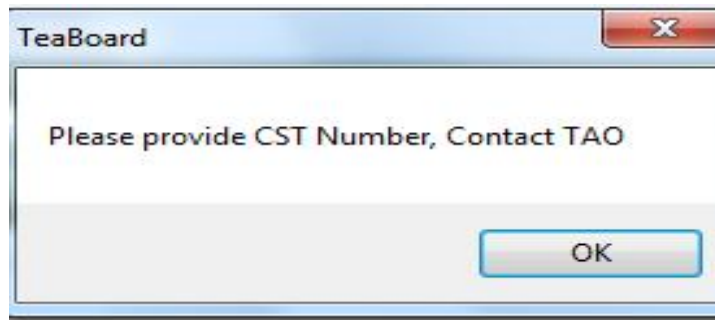
Scenario 17

When a registered buyer logs in to the **Dashboard** using **Cochin** as **Auction Center** from the **Login Page** and tries to enter any auction center of **West Bengal** (i.e. **Kolkata 1, Kolkata 2, Siliguri or Jalpaiguri**); then buyer must have **West Bengal VAT No.** If the buyer doesn't have then he or she will be restricted to enter the auction center and a validation message will be popped up as shown below.



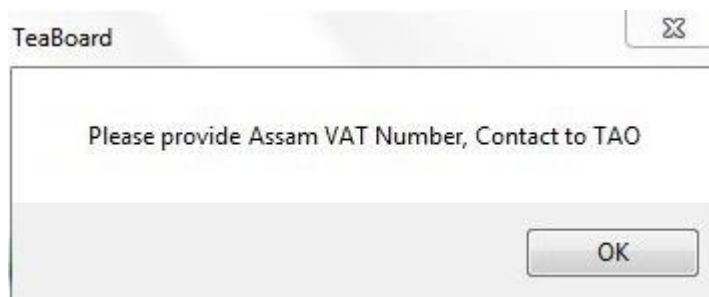
Scenario 18

When a non registered buyer logs in to the **Dashboard** using **Cochin** as **Auction Center** from the **Login Page** and tries to enter any auction center of **West Bengal** (i.e. **Kolkata 1**, **Kolkata 2**, **Siliguri** or **Jalpaiguri**); then buyer must have **West Bengal CST No.** If the buyer doesn't have then he or she will be restricted to enter the auction center and a validation message will be popped up as shown below.



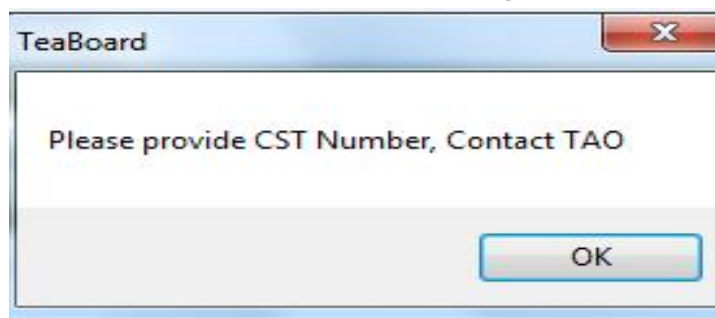
Scenario 19

When a registered buyer logs in to the **Dashboard** using **Cochin** as **Auction Center** from the **Login Page** and tries to enter any auction center of **Assam** (i.e. **Guwahati Dust** or **Guwahati Leaf**); then buyer must have **Assam VAT No.** If the buyer doesn't have then he or she will be restricted to enter the auction center and a validation message will be popped up as shown below.



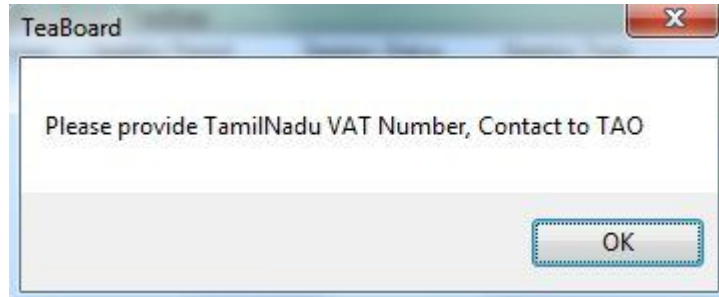
Scenario 20

When a non registered buyer logs in to the **Dashboard** using **Cochin** as **Auction Center** from the **Login Page** and tries to enter any auction center of **Assam** (i.e. **Guwahati Dust** or **Guwahati Leaf**); then buyer must have **Assam CST No.** If the buyer doesn't have then he or she will be restricted to enter the auction center and a validation message will be popped up as shown below.



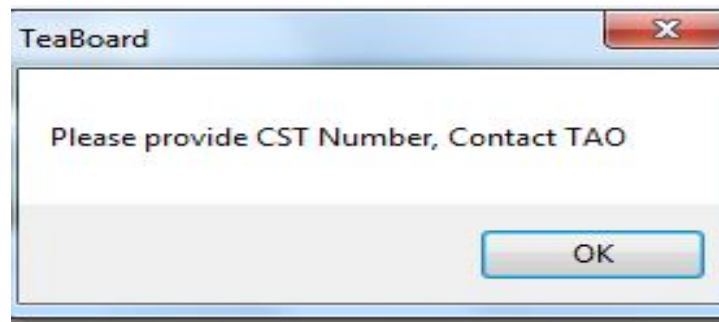
Scenario 21

When a registered buyer logs in to the **Dashboard** using **Cochin** as **Auction Center** from the **Login Page** and tries to enter any auction center of **Tamil Nadu** (i.e. **Coonoor, Coimbatore**); then buyer must have **Tamil Nadu VAT No.** If the buyer doesn't have then he or she will be restricted to enter the auction center and a validation message will be popped up as shown below.



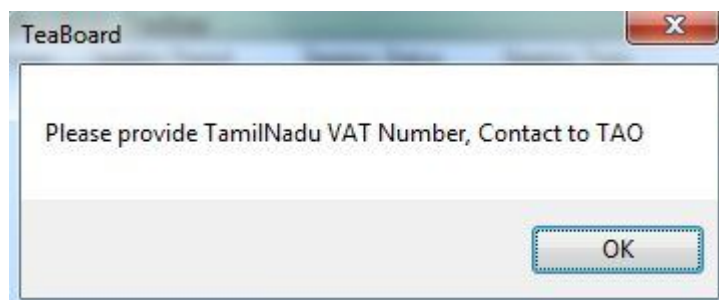
Scenario 22

When a non registered buyer logs in to the **Dashboard** using **Cochin** as **Auction Center** from the **Login Page** and tries to enter any auction center of **Tamil Nadu** (i.e. **Coonoor, Coimbatore**); then buyer must have **Tamil Nadu CST No.** If the buyer doesn't have then he or she will be restricted to enter the auction center and a validation message will be popped up as shown below.



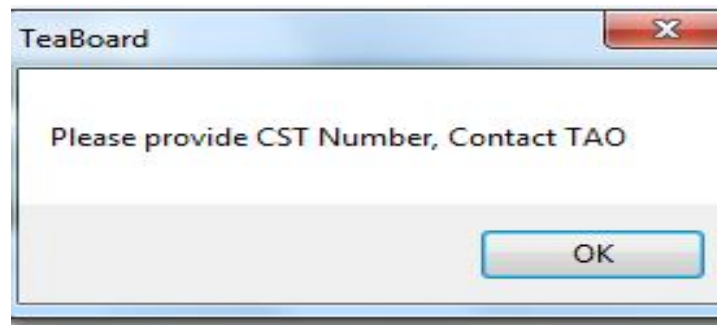
Scenario 23

When a registered buyer logs in to the **Dashboard** using **Coonoor** as **Auction Center** from the **Login Page** and tries to enter any auction center of **Tamil Nadu** (i.e. **Coonoor, Coimbatore**); then buyer must have **Tamil Nadu VAT No.** If the buyer doesn't have then he or she will be restricted to enter the auction center and a validation message will be popped up as shown below.



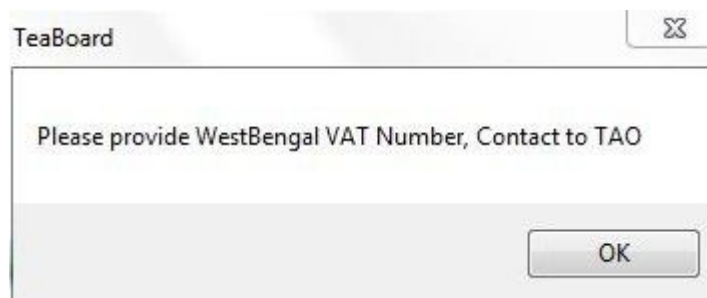
Scenario 24

When a non registered buyer logs in to the **Dashboard** using **Cochin** as **Auction Center** from the **Login Page** and tries to enter any auction center of **Tamil Nadu** (i.e. **Coonoor, Coimbatore**); then buyer must have **Tamil Nadu CST No.** If the buyer doesn't have then he or she will be restricted to enter the auction center and a validation message will be popped up as shown below.



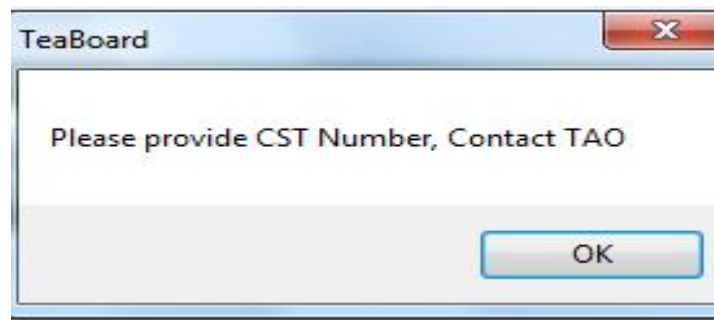
Scenario 25

When a registered buyer logs in to the **Dashboard** using **Coonoor** as **Auction Center** from the **Login Page** and tries to enter any auction center of **West Bengal** (i.e. **Kolkata 1, Kolkata 2, Siliguri** or **Jalpaiguri**); then buyer must have **West Bengal VAT No.** If the buyer doesn't have then he or she will be restricted to enter the auction center and a validation message will be popped up as shown below.



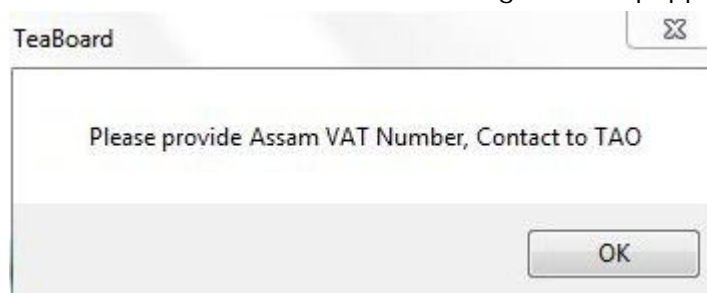
Scenario 26

When a registered buyer logs in to the **Dashboard** using **Cochin** as **Auction Center** from the **Login Page** and tries to enter any auction center of **Tamil Nadu** (i.e. **Coonoor, Coimbatore**); then buyer must have **Tamil Nadu CST No.** If the buyer doesn't have then he or she will be restricted to enter the auction center and a validation message will be popped up as shown below.



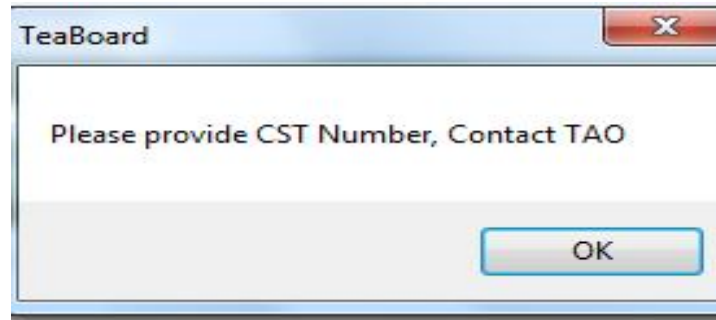
Scenario 27

When a registered buyer logs in to the **Dashboard** using **Coonoor** as **Auction Center** from the **Login Page** and tries to enter any auction center of **Assam** (i.e. **Guwahati Dust** or **Guwahati Leaf**); then buyer must have **Assam VAT No.** . If the buyer doesn't have then he or she will be restricted to enter the auction center and a validation message will be popped up as shown below.



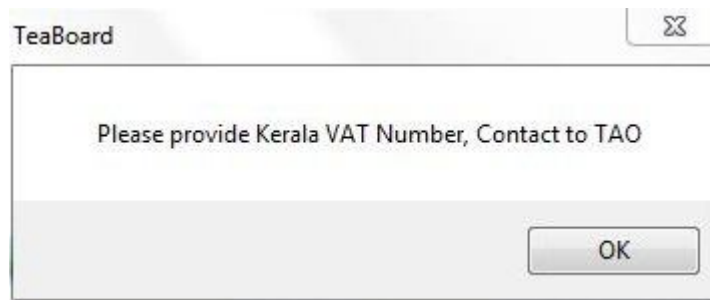
Scenario 28

When a non registered buyer logs in to the **Dashboard** using **Coonor** as **Auction Center** from the **Login Page** and tries to enter any auction center of **Assam** (i.e. **Guwahati Dust** or **Guwahati Leaf**); then buyer must have **Assam CST No.** If the buyer doesn't have then he or she will be restricted to enter the auction center and a validation message will be popped up as shown below.



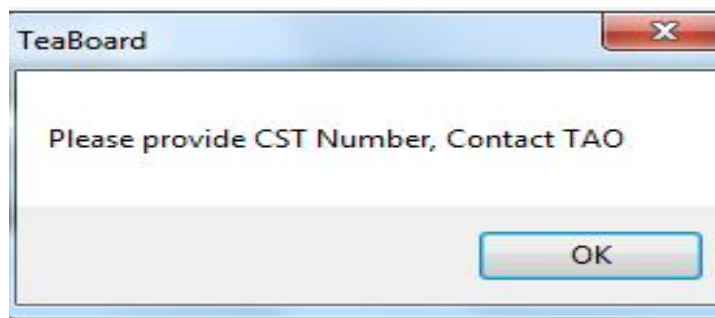
Scenario 29

When a registered buyer logs in to the **Dashboard** using **Coonor** as **Auction Center** from the **Login Page** and tries to enter auction center of **Kerala** (i.e. **Cochin**); then buyer must have **Kerala VAT No** . If the buyer doesn't have then he or she will be restricted to enter the auction center and a validation message will be popped up as shown below.



Scenario 30

When a non registered buyer logs in to the **Dashboard** using **Coonor** as **Auction Center** from the **Login Page** and tries to enter auction center of **Kerala** (i.e. **Cochin**); then buyer must have **Kerala CST No.** If the buyer doesn't have then he or she will be restricted to enter the auction center and a validation message will be popped up as shown below.



Selecting Multiple Auction Centers

Buyer will be able to access different auction centers through the dashboard and will not have to log out.

Buyer can access multiple centers simultaneously by opening different auction centers through the dashboard. However, the system will allow the buyer to open a maximum of 3 Auction Centers simultaneously.

If user wishes to open any other auction center screen (if 3 auction centers are opened simultaneously) then he or she needs to close any one of the existing auction center and then open the desired auction center.

The screenshot displays the 'Tea e-Auction' dashboard with a grid of auction center windows. A central dialog box is open, displaying an information icon and the message: 'Maximum of 3 Active Auction center participation is allowed at a time.' with an 'OK' button.

Tea e-Auction
www.tea.auction.in

Auctioneer	Session Period	Session Status	Session Type
ABL	10:00:00-11:00:00	Closed	Normal
ABL	12:00:00-15:00:00	Closed	Normal

Kolkata 1
Current Sale No: 11 and Sale Year: 2016

Kolkata 2
No Auction Today

Guwahati Dust
No Auction Today

Guwahati Leaf
No Auction Today

Palpaiguri
No Auction Today

Cochin
No Auction Today

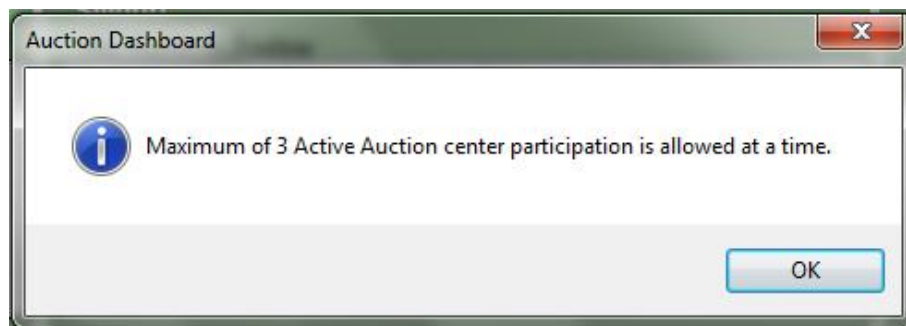
Auctioneer	Session Period	Session Status	Session Type
GTB	11:00:00-13:00:00	Closed	Normal
JT	14:00:00-16:00:00	InActive	Normal

Coonoor
Current Sale No: 10 and Sale Year: 2016

Coimbatore
No Auction Today

*Click on Refresh to get latest Session Status.

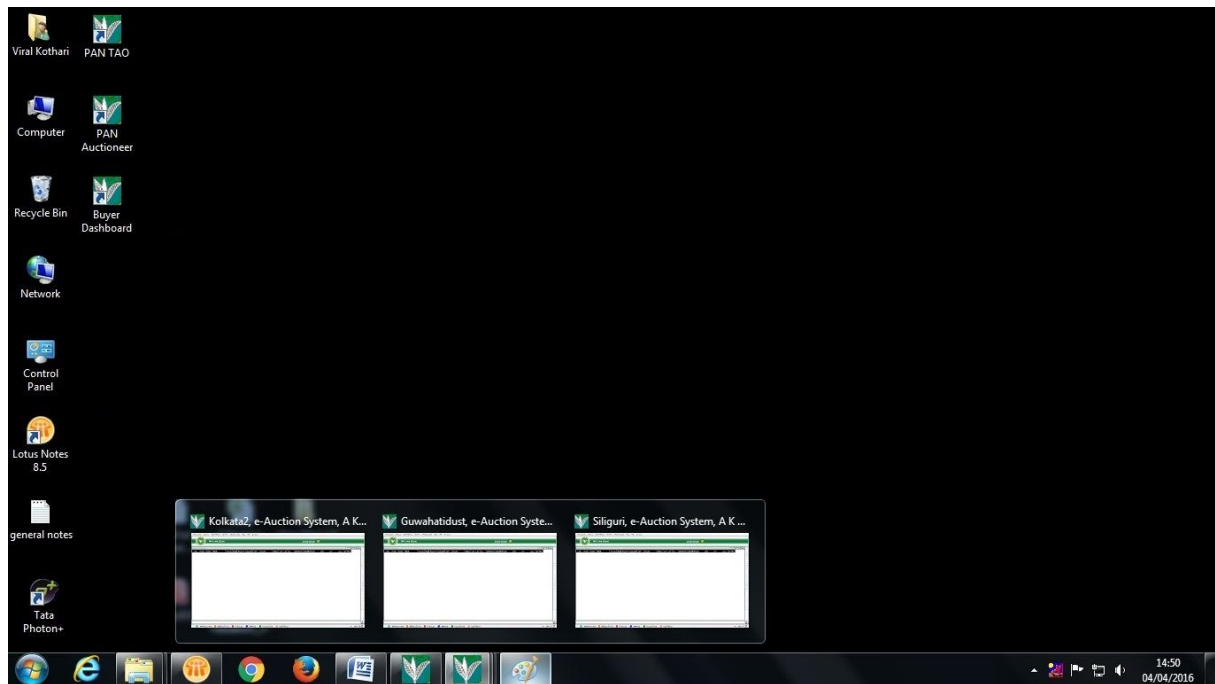
Exit Refresh Minimize Time << 1:05:00 PM



Auction Center name

User can now see the Auction Center name first from taskbar on navigating the pointer on the application's icon.

This will help the user to identify which auction center window is opened and in which center does the user wishes to navigate quickly.



Login Management

Essentially, there will be a PAN abbreviated ID created for a buyer for the outside auction center when accessed by the buyer. For example, if the buyer A001 registered in Kolkata accesses Coonor where he is not registered then PAN-K1-A001 is created and all activity is recorded on this Id.

Note that PAN ID is created for a buyer or an Associate buyer only when he is not registered in the participating auction center. If he is registered with another user but the same RC no. then the system uses the registered ID to help the buyer login.

In the case where this buyer is registered both in Siliguri and Coonor and logs in Guwahati, his PAN Id used will be of the type PAN-SG-A001, using the abbreviation of the Siliguri auction center. The sequence followed in this process is Kolkata 1, Guwahati Dust, Siliguri, Cochin, Coonor, Coimbatore, Jalpaiguri, Kolkata 2 and Guwahati Leaf in this order.

Changing Password

The **Change Password** option facilitates you to change your password. The **Change Password** screen is also invoked when you log on to the application for the first time.

1. Log on to e-Auction Application.
2. On the menu bar, click **Miscellaneous** and then select **Change Password**.
3. **Buyer module** displays the **Change Password** screen as shown in the following figure.

Field	Default Value	Validation	Description
Old Password	➤ Blank	➤ Should be same as the one the user entered while logging onto the e-Auction System.	➤ Type your current password.
New Password	➤ Blank	➤ New password should be of minimum 8 characters containing an alphabet and a numeric character. ➤ Should not be among the last 5 used password(s)	➤ Type the new password.
Confirm Password	➤ Blank	➤ Should be same as New Password.	➤ Retype the new password to confirm the password.

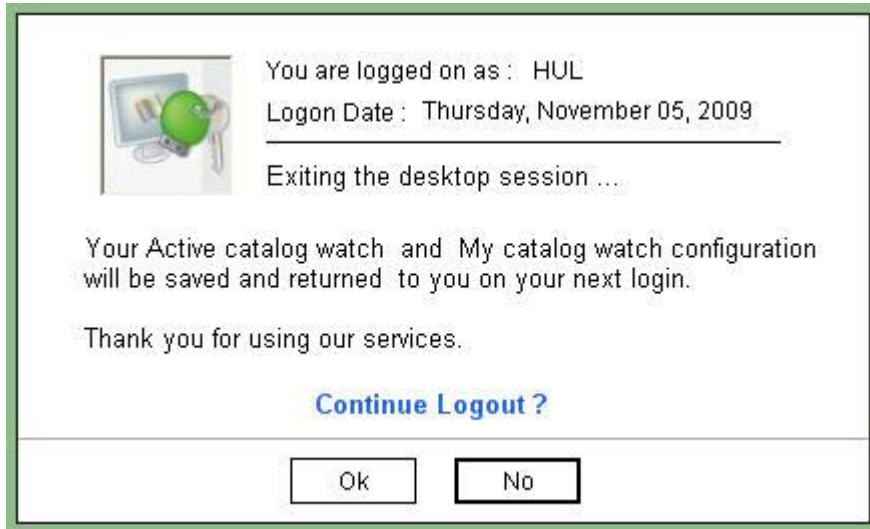
4. Click **Update Password** button to save the new password.
5. Buyer module displays **Password Changed Successfully** message as shown in the following figure.
6. The New password will be **valid** for **30 Days**.



Logging out from e-Auction

The **Exit** option facilitates you to log out from the e-Auction.

1. On the **e-Auction Buyer** menu, click **Exit**.
2. **Buyer module** displays the **Log Out** message as shown in the following screen.



3. Click **Yes** to log out from the e-Auction.
4. Buyer **module** logs you out from the application.

Interface

e-Auction System, Hindustan Udyog Limited(HUL), Cochin

Pre-Auction Auction Post Auction Reports Miscellaneous Help Exit

Welcome Buyer
 Time remaining for bidding in current Session :

Shortcuts Button
[View My Bid Book](#)

Auction Catalog Add to My Catalog

LotNo	Mark	Grade	Pkgs	BasePrice	BuyQty	HBP	Bidder	Status	SQ	BQ@HBP	MAQC
Auction Floor											

Summary of Tea Sold (F5)

LotNo	Mark	Grade	Pkgs
Summary of Tea Sold Display Area			

Active Lots

LotNo	Mark	Grade	HBP
Active Lots Display Area			

Market Summary

	No. of Lots	Pkgs
Active		
Pending		
Sold		
UnSold		
Total		

Market Summary Display Area

System Notifications and Message Area

Legend

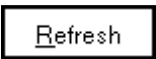
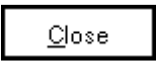


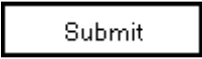


- - Met Reserve Price
- - Indicates Division
- - Active Lots
- - Broadcast
- - Highest Bidder

3:03:47 PM

Common Features

Buttons

The below table provides a list of buttons and its functionalities in the **Buyer**.

Button	Functionality
	<ul style="list-style-type: none"> ➤ Clicking this button will fetch the data associated with the menu. ➤ Hotkey: Alt + R
	<ul style="list-style-type: none"> ➤ Clicking this button will close the corresponding menu window. ➤ Hotkey: Alt + C
	<ul style="list-style-type: none"> ➤ Clicking this button will print the corresponding data. ➤ Hotkey: Alt + P
	<ul style="list-style-type: none"> ➤ Clicking this button will export the corresponding data to a location of your choice. ➤ Hotkey: Alt + E
	<ul style="list-style-type: none"> ➤ Clicking this button will submit the corresponding details.
	<ul style="list-style-type: none"> ➤ Clicking this button will open a drop-down list from which you can select corresponding details.
	<ul style="list-style-type: none"> ➤ Clicking this button will close the corresponding menu window.

Shortcuts

Field	Description
My Catalog	➤ F1
Download CN-DO	➤ F2
Bid Book	➤ F3
Search For Lot No	➤ F4
Summary Window	➤ F5
Market Depth	➤ F6
Valuation	➤ F7
Deal Book	➤ F8
Import Local Database	➤ F9
Export Local Database	➤ F10
Contract Note	➤ F11
Delivery Order	➤ F12
Sale Programs	➤ CTRL + S
Auction Session Details	➤ CTRL + O

Field	Description
Auction Catalog	➤ CTRL + U
Offline Bid Entry	➤ CTRL + L
Group Master	➤ CTRL + G
My Bid Book	➤ CTRL + B
Deal Book	➤ CTRL + D

Pre Auction

The **Pre Auction** option allows the buyer to view Sale Programs, Auction Session details, Auction Catalog, Enter Offline Bids and create his Group Master.

- Sale Programs
- Auction Session Details
- Auction Catalog
- Offline Bids
- Group Master

Sale Programs

About Sale Programs

The **Sale Programs option** allows you to view the details of all the sale programs defined by the TAO such as Sale No., Catalog Closing Date, and Catalog Publishing Date, like Tea Type, Sale Date, Buyers Prompt Date and Sellers Prompt Date.

Viewing Sale Programs Details

1. Log on to e-Auction Buyer application.
2. On the menu bar, click Pre Auction and then select Sale Programs or press Ctrl + S.
3. Buyer **module** displays the **Sale Program** screen as shown in the following figure.

Field	Default Value	Validation	Description
Season	➤ The Season in progress i.e. Current Year.	➤ No Validations	➤ Select the appropriate season from the drop-down list.
Sale No	➤ The first Sale Program whose Seller's Prompt Date is not reached.	➤ Sorted in Ascending Order	➤ Select the appropriate sale number from the drop-down list.
Catalog Closing Date	➤ The Closing Date for the sale Program selected.	➤ Read-Only	➤ This field displays the catalog closing date.
Catalog Publishing Date	➤ The Publishing date for the Sale Program selected.	➤ Read-Only	➤ This field displays the catalog publishing date.

4. Enter the appropriate details.
5. Click **Refresh** button to view the sale program details.
6. **Buyer** module displays the refreshed grid list with sale program details as shown in the following screen.

7. Click **Close** button to exit from the current screen.

Auction Session Details

About Auction Session Details

The **Auction Session** option allows you to view the auction session details for all the sale programs as defined by the TAO such as **Session Period** (i.e. **Session Start Time and End Time**) and **Session Status**.

Viewing Auction Session Details

1. Log on to **e-Auction Buyer** application.
2. On the menu bar, click **Pre Auction** and then select **Auction Session Details** or press **Ctrl + O**.
3. **Buyer module** displays the **Auction Session Details** screen as shown in the following figure.

Field	Default Value	Validation	Description
Season	➤ The Current Year	➤ No validation	➤ Select the appropriate season from the drop-down list.
Sale No	➤ The first Sale Program whose Seller's Prompt Date is not reached.	➤ Sorted in Ascending Order	➤ Select the appropriate sale number from the drop-down list.
Sale Date	➤ The first Sale Date of the Sale Number selected	➤ Sorted in Ascending order	➤ Select the appropriate sale date from the drop-down list.
Tea Type	➤ Leaf if Sale Date is defined only for Leaf or Both ➤ Dust if Sale Date is defined only for Dust.	➤ Auto-Computed on the basis of the Sale Date selected.	➤ Select the appropriate tea type from the drop-down list.

4. Enter the appropriate details.
5. Click **Refresh** button to view the auction session details.
6. **Buyer module** displays the refreshed grid list with respective auction session details as shown in the following screen.

Auctioneer	Session Period	Session Status
FEF	08:30:00 - 09:18:00	Closed
FEF	09:23:00 - 10:11:00	Closed
FEF	10:16:00 - 10:51:00	Closed
FEF	10:56:00 - 11:02:00	Closed

7. Session status can be categorized as Warm-up, Active, Inactive, Closed and Cancelled.
 - Warm-up: It means the session is about to start.
 - Active: It means the session is active.
 - Inactive: It means the session is inactive.
 - Closed: It means the session is closed.
 - Cancelled: It means the session is cancelled.
8. Click **Close** button to exit from the current screen.

Auction Catalog

About Auction Catalog

The **Auction Catalog** option allows buyer to view Auction Catalogs of all the Sale programs that are published. Auction Catalog details for sale programs are visible in this screen from the Catalog publishing date of the respective sale program. Buyers can create their own My Catalog and Planner using the Auction Catalog.

Viewing Auction Catalog

1. Log on to **e-Auction Buyer** application.
2. On the menu bar, click **Pre Auction** and then select **Auction Catalog** or press **Ctrl + U**.
3. **Buyer module** displays the **Auction Catalog** screen as shown in the following figure.

Field	Default Value	Validation	Description
Season	➤ The Current Year	➤ No Validation	➤ Select the appropriate season from the drop-down list.
Sale No	➤ The first Sale Program whose Seller's Prompt Date is not reached.	➤ Sorted in Ascending Order	➤ Select the appropriate sale number from the drop-down list.
Auction Date	➤ The first Sale Date of the Sale Number selected.	➤ Sorted in Ascending Order.	➤ Select the appropriate auction date from the drop-down list.
Auctioneer	➤ "Select"	➤ Contains all the Auctioneer(s) registered with the Auction Center.	➤ Select the required Auctioneer from the drop-down list.
Session Time	➤ The first Auction	➤ Populated with	➤ Select the required

Field	Default Value	Validation	Description
	Session of the selected Auctioneer on the auction date.	respect to the Auctioneer selected.	Session time from the drop-down list.
Tea Type	➤ All	➤ Contains the Tea-Type(s) for which the Sale Program is defined	➤ Select the appropriate tea type from the drop-down list.
Category	➤ All	➤ Contains all the Categories.	➤ Select the appropriate category from drop-down list.
➤ Records filtering Data			
Origin	➤ All	➤ Contain the Origin(s) populated in the Auction Catalog.	➤ Select the appropriate origin from the drop-down list.
Mark	➤ All	➤ Contain the Mark(s) populated in the Auction Catalog.	➤ Select the appropriate mark from the drop-down list.
Grade	➤ All	➤ Contain the Grade(s) populated in the Auction Catalog.	➤ Select the appropriate grade from the drop-down list.

4. Enter the appropriate details.
5. Click the **Refresh** button to view **Auction Catalog** details.
6. **Buyer module** displays the **Auction Catalog** screen as shown in the following figure.

Auction Catalog ** Save your catalog after adding to My Catalog or uploading Valuation

Season : 2010 Sale No. : 19 Auction Date : 13/05/2010 Tea Type : All Category : All Session Time : 08:30:00 - 09:30:00

LotNo	Origin	Tea Type	Sub Type	Category	Mark	Grade	No of Packages	Net Weight	SampleQty(Kgs)	Invoice Weight	Period Of Manufact
FTB0001	Nilgiris	LEAF	Br.Leaf	CTC	Lawson	BP	15	33	4	491	-
FTB0002	Nilgiris	LEAF	Br.Leaf	CTC	Lawson	BP	15	33	5	490	-
FTB0003	Nilgiris	LEAF	Br.Leaf	CTC	Lawson	BP	10	33	7	323	-
FTB0004	Nilgiris	LEAF	Br.Leaf	CTC	Lawson	BPSM	10	34	4	336	-
FTB0005	Nilgiris	LEAF	Br.Leaf	CTC	Lawson	BPSM	10	34	7	333	-
FTB0006	Nilgiris	LEAF	Fn.Leaf	CTC	Lawson	BOPF	15	35	4	521	-
FTB0007	Nilgiris	LEAF	Fn.Leaf	CTC	Lawson	BOPF	15	35	4	521	-
FTB0008	Nilgiris	LEAF	Fn.Leaf	CTC	Lawson	BOPF	10	35	10	340	-
FTB0009	Nilgiris	LEAF	Br.Leaf	CTC	Ripon Gold	BOP	10	30	3	297	-
FTB0010	Nilgiris	LEAF	Br.Leaf	CTC	Ripon Gold	BOP	15	30	4	446	-

Origin : ALL Mark : ALL Grade : ALL Search Add to My Catalog Create My Planner

My Catalog Upload Valuation Remove Lots Save MyCatalog Print My Catalog Export My Catalog

Season : 2010 Sale No. : 19 Auction Date : 13/05/2010 Tea Type : All Category : All Session Time : 08:30:00 - 09:30:00

LotNo	Origin	Tea Type	Sub Type	Category	Mark	Grade	Group Code	No of Packages	Net Weight	Invoice Weight	Period Of Manufact	Base Price	Auction Value
-------	--------	----------	----------	----------	------	-------	------------	----------------	------------	----------------	--------------------	------------	---------------

7. Click **Close** button to exit from the current screen.

Printing Auction Catalog Details

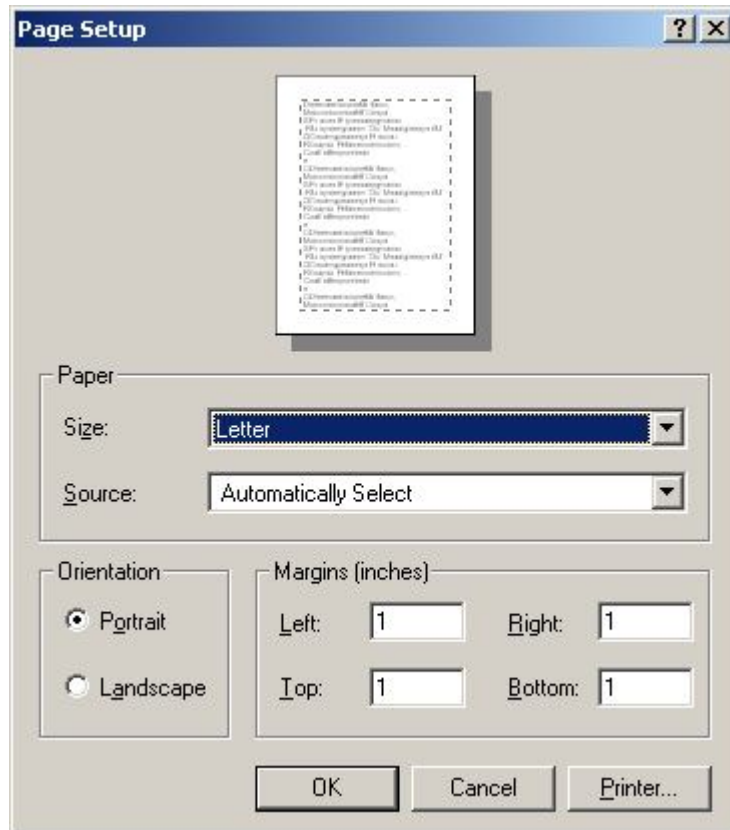
1. Log on to **e-Auction Buyer** application.
2. On the menu bar, click **Pre Auction** and then select **Auction Catalog** or Press **CTRL + U**.
3. **Buyer module** displays the **Auction Catalog** screen as shown in the following figure.

The screenshot shows the 'Auction Catalog' application window. At the top, there are several dropdown menus for 'Season' (2010), 'Sale No.' (19), 'Auction Date' (13/05/2010), 'Auctioneer' (Select), 'Session Time' (08:30:00 - 09:30:00), 'Tea Type' (All), and 'Category' (All). To the right of these are buttons for 'Refresh', 'Print Auction Catalog', 'Get My Catalog', and 'Export Auction Catalog'. Below the filters is a green header bar with the text 'Auction Catalog' and a warning: '** Save your catalog after adding to My Catalog or uploading Valuation'. Underneath is a summary bar with labels for Season, Sale No., Auction Date, Tea Type, Category, and Session Time. The main area contains a table with columns: LotNo, Origin, Tea Type, Sub Type, Category, Mark, Grade, No of Packages, and Net Weight. Below the table are filters for Origin (ALL), Mark (ALL), and Grade (ALL), along with 'Search', 'Add to My Catalog', and 'Create My Planner' buttons. At the bottom, there is a 'My Catalog' section with buttons for 'Upload Valuation', 'Remove Lots', 'Save MyCatalog', 'Print My Catalog', and 'Export My Catalog', and another summary bar with labels for Season, Sale No., Auction Date, Tea Type, Category, and Session Time. The bottom-most part of the window shows a table with columns: LotNo, Origin, Tea Type, Sub Type, Category, Mark, Grade, Group Code, No of Packages, Net Weight, Invoice Weight, and Period.

4. Enter the appropriate details.
5. Click the **Print Auction Catalog** button to print **Auction Details**.
6. **Buyer module** displays the **Print Options** screen as shown in the following figure.

The screenshot shows the 'Print Options' dialog box. It has a title bar 'Print Options' and a close button. The main area is titled 'Columns to print' and contains a list of items with checkboxes: LotNo, Origin, Tea Type, Sub Type, Category, Mark, Grade, No of Packages, Net Weight, Invoice Weight, Period Of Manufacture, Base Price, Auctioneer's Valuation, Mark & Packaging Comments, Lot Comments, and Lot Type. All checkboxes are checked. At the bottom, there is a checkbox for 'Fit to page width' which is also checked. Below the list are 'OK' and 'Cancel' buttons.

7. Select the required columns to print.
8. Click **OK** button.
9. **Buyer module** displays the **Page Setup** screen as shown in the following figure.



10. Setup the Page option as per the requirement, then click **OK** button.

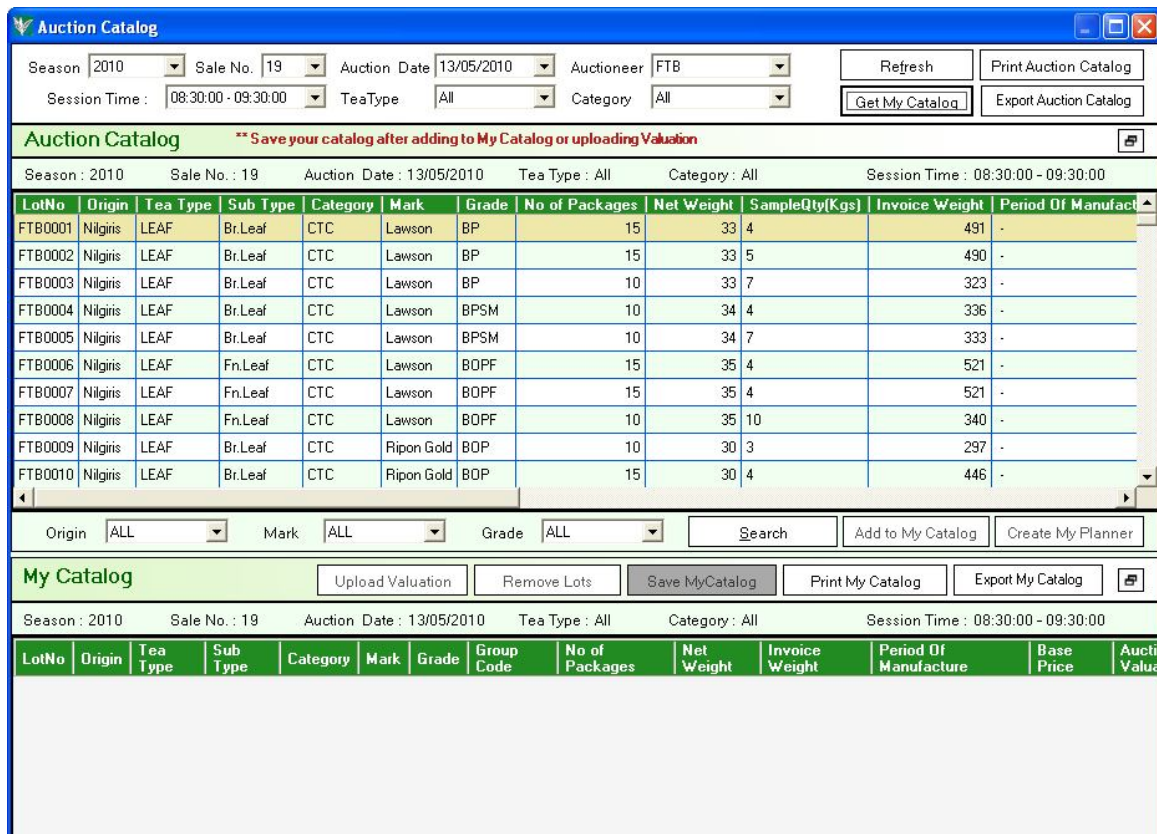
11. **Buyer module** displays the **Print Preview** screen as shown in the following figure.

Guwahati Tea Auction Center																	
Auction Catalog																	
Season : 2009		Sale No :		Auction Date :													
Tea Type :		Category :		Session Time : 12:15:00 - 13:00:00													
LotNo	Origin	Tea Type	Sub Type	Category	Mark	Grade	No of Packages	Net Weight	Invoiced Weight	Period of Manufacture	Base Price	Lot Type	GPN	GPD Rate	Invoiced No	Pack ageType	Pack ageNo
0100	Wagh	LEAF	W.Leaf	CTC	RCH	BOP	20	14	280	0101	50.55	Supplier	1	3101	1001	Tea Bags	1-20
0100	Wagh	LEAF	W.Leaf	CTC	RCH	BOP	10	10	100	0101	51	Supplier	1	3101	1001	Tea Bags	1-10
0100	Wagh	LEAF	W.Leaf	CTC	RCH	BOP	10	10	100	0101	52	Supplier	1	3101	1001	Tea Bags	1-10
0100	Wagh	LEAF	W.Leaf	CTC	RCH	BOP	10	10	100	0101	53	Outlot	1	3101	1001	Tea Bags	1-10
0100	Wagh	LEAF	W.Leaf	CTC	RCH	BOP	10	10	100	0101	54	Sold	1	3101	1001	Tea Bags	1-10
0100	Wagh	DUST	Dust	ORT	HC	QP	20	20	400	0101	106	Respot	1	3101	1001	Tea Bags	1-20
0100	Wagh	DUST	Dust	ORT	HC	QP	20	20	400	0101	107	Sold	1	3101	1001	Tea Bags	1-20
0100	Wagh	DUST	Dust	ORT	RCH	QP	20	20	400	0101	108	Sold	1	3101	1001	Tea Bags	1-20
0100	Wagh	DUST	Dust	ORT	HC	QP	20	20	400	0101	109	Sold	1	3101	1001	Tea Bags	1-20
0100	Wagh	DUST	Dust	ORT	RCH	QP	20	20	400	0101	110	Sold	1	3101	1001	Tea Bags	1-20
0100	Wagh	LEAF	W.Leaf	CTC	RCH	BOP	10	10	100	0101	55	Sold	2	3101	1003	Tea Bags	1-10
0100	Wagh	LEAF	W.Leaf	CTC	RCH	BOP	10	10	100	0101	56	Outlot	2	3101	1003	Tea Bags	1-10
0100	Wagh	LEAF	W.Leaf	CTC	RCH	BOP	10	10	100	0101	57	Sold	2	3101	1003	Tea Bags	1-10
0100	Wagh	LEAF	W.Leaf	CTC	RCH	BOP	10	10	100	0101	58	Outlot	2	3101	1003	Tea Bags	1-10
0100	Wagh	LEAF	W.Leaf	CTC	RCH	BOP	10	10	100	0101	59	Outlot	2	3101	1003	Tea Bags	1-10
0100	Wagh	DUST	Dust	ORT	RCH	QP	20	20	400	0101	101	Sold	2	3101	1003	Tea Bags	1-20
0100	Wagh	DUST	Dust	ORT	RCH	QP	20	20	400	0101	102	Sold	2	3101	1003	Tea Bags	1-20
0100	Wagh	DUST	Dust	ORT	RCH	QP	20	20	400	0101	103	Sold	2	3101	1003	Tea Bags	1-20
0100	Wagh	DUST	Dust	ORT	RCH	QP	20	20	400	0101	104	Sold	2	3101	1003	Tea Bags	1-20
0100	Wagh	DUST	Dust	ORT	RCH	QP	20	20	400	0101	105	Sold	2	3101	1003	Tea Bags	1-20
0100	Wagh	LEAF	W.Leaf	CTC	RCH	FBOP	10	20	200	0101	85	Outlot	3	0101	1059	Tea Bags	101-110
0100	Wagh	LEAF	W.Leaf	CTC	RCH	QP	10	20	200	0101	86	Outlot	3	0101	1059	Tea Bags	111-120
0100	Wagh	DUST	Dust	CTC	RCH	BOP	10	20	200	0101	89	Sold	3	0101	1059	Tea Bags	121-130
0100	Wagh	DUST	Dust	CTC	RCH	BOP	10	20	200	0101	90	Sold	3	0101	1059	Tea Bags	131-140
0100	Wagh	DUST	Dust	CTC	RCH	FBOP	10	20	200	0101	91	Sold	3	0101	1059	Tea Bags	141-150
0100	Wagh	DUST	Dust	CTC	RCH	QP	10	20	200	0101	92	Sold	3	0101	1059	Tea Bags	151-160
0100	Wagh	LEAF	W.Leaf	ORT	RCH	BOP	10	20	200	0101	80	Sold	3	0101	1059	Tea Bags	161-170
0100	Wagh	LEAF	W.Leaf	ORT	RCH	BOP	10	20	200	0101	81	Outlot	3	0101	1059	Tea Bags	171-180
0100	Wagh	LEAF	W.Leaf	ORT	RCH	FBOP	10	20	200	0101	82	Outlot	3	0101	1059	Tea Bags	181-190
0100	Wagh	LEAF	W.Leaf	ORT	RCH	QP	10	20	200	0101	83	Outlot	3	0101	1059	Tea Bags	191-200
0100	Wagh	LEAF	W.Leaf	ORT	RCH	BOP	10	20	200	0101	84	Outlot	1	0101	1059	Tea Bags	201-210
0100	Wagh	LEAF	W.Leaf	ORT	RCH	BOP	10	20	200	0101	85	Outlot	1	0101	1059	Tea Bags	211-220
0100	Wagh	LEAF	W.Leaf	ORT	RCH	FBOP	10	20	200	0101	86	Sold	1	0101	1059	Tea Bags	221-230

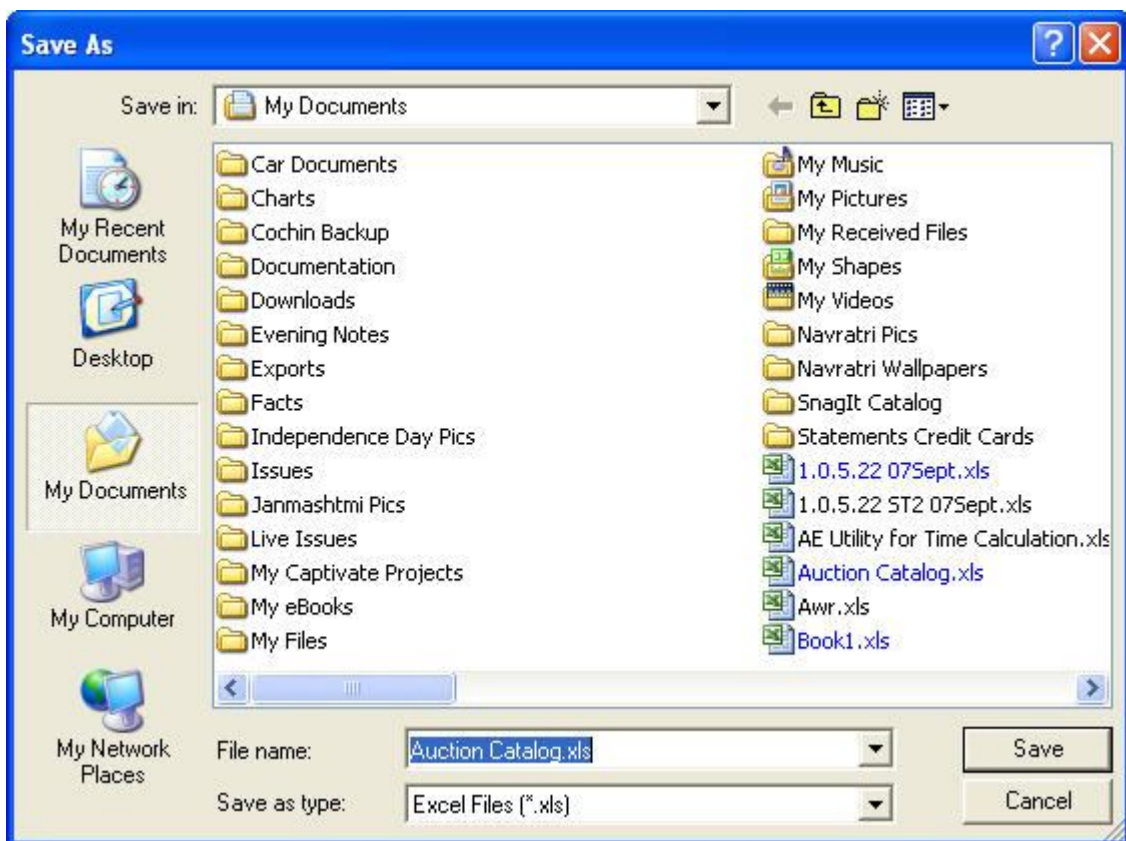
12. Click **Print** to print the **Auction Catalog** Details.

Exporting Auction Catalog Details

1. Log on to **e-Auction Buyer** application.
2. On the menu bar, click **Pre Auction** and then select **Auction Catalog** or Press **CTRL + U**.
3. **Buyer module** displays the **Auction Catalog** screen as shown in the following figure.



4. Enter the appropriate details.
5. Click the **Export Auction Catalog** button to export **Auction Details**.
6. **Buyer module** displays the **Save As** dialogue box as shown in the following figure.



7. Select the location of your choice from the **Desktop** scroll down bar.
8. Type the **File** name.

9. Click on the **Save** button.
10. **Buyer module** displays the message as shown in the following figure.



11. Click **OK** button to export the file.

About Get My Catalog

The **Get My Catalog** button allows buyer to view the catalog created by using **Add to My Catalog** button.

1. Log on to **e-Auction Buyer** application.
2. On the menu bar, click **Pre Auction** and then select **Auction Catalog** or Press **CTRL + U**.
3. **Buyer module** displays the **Auction Catalog** screen as shown in the following figure.

LotNo	Origin	Tea Type	Sub Type	Category	Mark	Grade	No of Packages	Net Weight	SampleQty(Kgs)	Invoice Weight	Period Of Manufacture
FTB0001	Nilgiris	LEAF	Br.Leaf	CTC	Lawson	BP	15	33 4		491	-
FTB0002	Nilgiris	LEAF	Br.Leaf	CTC	Lawson	BP	15	33 5		490	-
FTB0003	Nilgiris	LEAF	Br.Leaf	CTC	Lawson	BP	10	33 7		323	-
FTB0004	Nilgiris	LEAF	Br.Leaf	CTC	Lawson	BPSM	10	34 4		336	-
FTB0005	Nilgiris	LEAF	Br.Leaf	CTC	Lawson	BPSM	10	34 7		333	-
FTB0006	Nilgiris	LEAF	Fn.Leaf	CTC	Lawson	BOPF	15	35 4		521	-
FTB0007	Nilgiris	LEAF	Fn.Leaf	CTC	Lawson	BOPF	15	35 4		521	-
FTB0008	Nilgiris	LEAF	Fn.Leaf	CTC	Lawson	BOPF	10	35 10		340	-
FTB0009	Nilgiris	LEAF	Br.Leaf	CTC	Ripon Gold	BOP	10	30 3		297	-
FTB0010	Nilgiris	LEAF	Br.Leaf	CTC	Ripon Gold	BOP	15	30 4		446	-

4. Enter the appropriate details.
5. Click the **Get My Catalog** button to view **My Catalog** details.
6. **Buyer module** displays the **My Catalog** screen as shown in the following figure.

Auction Catalog

Season: 2010 Sale No.: 19 Auction Date: 14/05/2010 Auctioneer: FTB
 Session Time: 08:30:00 - 09:30:00 Tea Type: All Category: All

Refresh Print Auction Catalog
 Get My Catalog Export Auction Catalog

Auction Catalog ** Save your catalog after adding to My Catalog or uploading Valuation

Season: 2010 Sale No.: 19 Auction Date: 14/05/2010 Tea Type: All Category: All Session Time: 08:30:00 - 09:30:00

LotNo	Origin	Tea Type	Sub Type	Category	Mark	Grade	No of Packages	Net Weight	SampleQty(Kgs)	Invoice Weight	Period Of
FTB5013	Nilgiris	DUST	Dust	CTC	BENNKAL	RD	10	35	4	346	.
FTB5014	Nilgiris	DUST	Dust	CTC	BENNKAL	SRD	10	35	3	347	.
FTB5015	Nilgiris	DUST	Dust	CTC	BENNKAL	SRD	15	35	4	521	.
FTB5016	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	7	35	2	243	.
FTB5017	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	7	35	3	242	.
FTB5018	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	8	35	5	275	.
FTB5019	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	8	35	6	274	.
FTB5020	Nilgiris	DUST	Dust	CTC	KenamPremium	RD	7	35	2	243	.
FTB5021	Nilgiris	DUST	Dust	CTC	KenamPremium	RD	6	35	3	207	.
FTB5022	Nilgiris	DUST	Dust	CTC	KenamPremium	SRD	6	35	2	208	.

Origin: ALL Mark: ALL Grade: ALL Search Add to My Catalog Create My Planner

My Catalog Upload Valuation Remove Lots Save MyCatalog Print My Catalog Export My Catalog

Season: 2010 Sale No.: 19 Auction Date: 14/05/2010 Tea Type: All Category: All Session Time: 08:30:00 - 09:30:00

LotNo	Origin	Tea Type	Sub Type	Category	Mark	Grade	Group Code	No of Packages	Net Weight	Invoice Weight	Period Of Manufacture	Base Price	Av
FTB5...	Nilgiris	DUST	Dust	CTC	Law...	PD		15	35	521	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	Law...	PD		20	35	635	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	PD		5	35	172	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	RD		5	35	172	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	SRD		5	35	172	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	SFD		5	35	172	.	1.00	

7. Click **Close** button to exit from the current screen.

Note: User can view **Get My Catalog** details only if he has added **Auction Catalog** details by clicking **Add to My Catalog** button.

My Catalog

About My Catalog

My Catalog displays the list of buyer's preferred lots as created by him. Buyer's can add, remove lots from My Catalog at any point of time. Buyers can add/assign valuations to their lots using My Catalog and can print as well as export the My Catalog details.

Adding Lots to My Catalog

1. Log on to **e-Auction Buyer** application.
2. On the menu bar, click **Pre Auction** and then select **Auction Catalog** or Press **CTRL + U**.
3. **Buyer module** displays the **Auction Catalog** screen as shown in the following figure.

Auction Catalog

Season: 2010 Sale No.: 19 Auction Date: 14/05/2010 Auctioneer: FTB
 Session Time: 08:30:00 - 09:30:00 TeaType: All Category: All

Refresh Print Auction Catalog
 Get My Catalog Export Auction Catalog

Auction Catalog ** Save your catalog after adding to My Catalog or uploading Valuation

Season: 2010 Sale No.: 19 Auction Date: 14/05/2010 Tea Type: All Category: All Session Time: 08:30:00 - 09:30:00

LotNo	Origin	Tea Type	Sub Type	Category	Mark	Grade	No of Packages	Net Weight	SampleQty(Kgs)	Invoice Weight	Period Of
FTB5001	Nilgiris	DUST	Dust	CTC	Lawson	PD	15	35	4	521	.
FTB5002	Nilgiris	DUST	Dust	CTC	Lawson	PD	20	35	5	695	.
FTB5003	Nilgiris	DUST	Dust	CTC	COLACUMBYCLASSIC	PD	5	35	3	172	.
FTB5004	Nilgiris	DUST	Dust	CTC	COLACUMBYCLASSIC	RD	5	35	3	172	.
FTB5005	Nilgiris	DUST	Dust	CTC	COLACUMBYCLASSIC	SRD	5	35	3	172	.
FTB5006	Nilgiris	DUST	Dust	CTC	COLACUMBYCLASSIC	SFD	5	35	3	172	.
FTB5007	Nilgiris	DUST	Dust	CTC	COLACUMBYCLASSIC	FD	5	35	3	172	.
FTB5008	Nilgiris	DUST	Dust	CTC	COLACUMBYCLASSIC	GD	5	35	3	172	.
FTB5009	Nilgiris	DUST	Dust	CTC	BENNKAL	PD	5	35	2	173	.
FTB5010	Nilgiris	DUST	Dust	CTC	BENNKAL	RD	10	35	3	347	.

Origin: ALL Mark: ALL Grade: ALL Search Add to My Catalog Create My Planner

My Catalog Upload Valuation Remove Lots Save MyCatalog Print My Catalog Export My Catalog

Season: 2010 Sale No.: 19 Auction Date: 14/05/2010 Tea Type: All Category: All Session Time: 08:30:00 - 09:30:00

LotNo	Origin	Tea Type	Sub Type	Category	Mark	Grade	Group Code	No of Packages	Net Weight	Invoice Weight	Period Of Manufacture	Base Price	Aucti Valu
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- Select the lots that you want to add into **My Catalog** list. Press **Shift** or **CTRL** button for multiple selections of lots.
- Click the **Add to My Catalog** button to add the lots into **My Catalog** list.
- Buyer** module displays the **My Catalog** screen as shown in the following screen.

Auction Catalog

Season: 2010 Sale No.: 19 Auction Date: 14/05/2010 Auctioneer: FTB
 Session Time: 08:30:00 - 09:30:00 TeaType: All Category: All

Refresh Print Auction Catalog
 Get My Catalog Export Auction Catalog

Auction Catalog ** Save your catalog after adding to My Catalog or uploading Valuation

Season: 2010 Sale No.: 19 Auction Date: 14/05/2010 Tea Type: All Category: All Session Time: 08:30:00 - 09:30:00

LotNo	Origin	Tea Type	Sub Type	Category	Mark	Grade	No of Packages	Net Weight	SampleQty(Kgs)	Invoice Weight	Period Of
FTB5013	Nilgiris	DUST	Dust	CTC	BENNKAL	RD	10	35	4	346	.
FTB5014	Nilgiris	DUST	Dust	CTC	BENNKAL	SRD	10	35	3	347	.
FTB5015	Nilgiris	DUST	Dust	CTC	BENNKAL	SRD	15	35	4	521	.
FTB5016	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	7	35	2	243	.
FTB5017	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	7	35	3	242	.
FTB5018	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	8	35	5	275	.
FTB5019	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	8	35	6	274	.
FTB5020	Nilgiris	DUST	Dust	CTC	KenamPremium	RD	7	35	2	243	.
FTB5021	Nilgiris	DUST	Dust	CTC	KenamPremium	RD	6	35	3	207	.
FTB5022	Nilgiris	DUST	Dust	CTC	KenamPremium	SRD	6	35	2	208	.

Origin: ALL Mark: ALL Grade: ALL Search Add to My Catalog Create My Planner

My Catalog Upload Valuation Remove Lots Save MyCatalog Print My Catalog Export My Catalog

Season: 2010 Sale No.: 19 Auction Date: 14/05/2010 Tea Type: All Category: All Session Time: 08:30:00 - 09:30:00

LotNo	Origin	Tea Type	Sub Type	Category	Mark	Grade	Group Code	No of Packages	Net Weight	Invoice Weight	Period Of Manufacture	Base Price	Aucti Valu
FTB5...	Nilgiris	DUST	Dust	CTC	Law...	PD		15	35	521	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	Law...	PD		20	35	695	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	PD		5	35	172	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	RD		5	35	172	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	SRD		5	35	172	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	SFD		5	35	172	.	1.00	

- Click the **Save My Catalog** button to save **My Catalog** details.
- Buyer** module displays the **Record Save Successfully** as shown in the following screen.



9. Click the **OK** button.
10. Click **Get My Catalog** button to view **My Catalog** details.
11. **Buyer module** displays the refreshed grid list with My Catalog details as shown in the following screen.

Auction Catalog

Season: 2010 Sale No.: 19 Auction Date: 14/05/2010 Auctioneer: FTB
 Session Time: 08:30:00 - 09:30:00 TeaType: All Category: All

Auction Catalog ** Save your catalog after adding to My Catalog or uploading Valuation

LotNo	Origin	Tea Type	Sub Type	Category	Mark	Grade	No of Packages	Net Weight	SampleQty(Kgs)	Invoice Weight	Period Of
FTB5013	Nilgiris	DUST	Dust	CTC	BENNKAL	RD	10	35	4	346	.
FTB5014	Nilgiris	DUST	Dust	CTC	BENNKAL	SRD	10	35	3	347	.
FTB5015	Nilgiris	DUST	Dust	CTC	BENNKAL	SRD	15	35	4	521	.
FTB5016	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	7	35	2	243	.
FTB5017	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	7	35	3	242	.
FTB5018	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	8	35	5	275	.
FTB5019	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	8	35	6	274	.
FTB5020	Nilgiris	DUST	Dust	CTC	KenamPremium	RD	7	35	2	243	.
FTB5021	Nilgiris	DUST	Dust	CTC	KenamPremium	RD	6	35	3	207	.
FTB5022	Nilgiris	DUST	Dust	CTC	KenamPremium	SRD	6	35	2	208	.

Origin: ALL Mark: ALL Grade: ALL Search Add to My Catalog Create My Planner

My Catalog Upload Valuation Remove Lots Save MyCatalog Print My Catalog Export My Catalog

Season: 2010 Sale No.: 19 Auction Date: 14/05/2010 Tea Type: All Category: All Session Time: 08:30:00 - 09:30:00

LotNo	Origin	Tea Type	Sub Type	Category	Mark	Grade	Group Code	No of Packages	Net Weight	Invoice Weight	Period Of Manufacture	Base Price	Au Va
FTB5...	Nilgiris	DUST	Dust	CTC	Law...	PD		15	35	521	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	Law...	PD		20	35	695	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	PD		5	35	172	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	RD		5	35	172	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	SRD		5	35	172	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	SFD		5	35	172	.	1.00	

12. Click **Close** button to exit from the current screen.

Removing Lots from My Catalog

1. Log on to **e-Auction Buyer** application.
2. On the menu bar, click **Pre Auction** and then select **Auction Catalog** or Press **CTRL + U**.
3. **Buyer module** displays the **Auction Catalog** screen as shown in the following figure.

Auction Catalog

Season: 2010 Sale No.: 19 Auction Date: 14/05/2010 Auctioneer: FTB
 Session Time: 08:30:00 - 09:30:00 TeaType: All Category: All

Refresh Print Auction Catalog
 Get My Catalog Export Auction Catalog

Auction Catalog ** Save your catalog after adding to My Catalog or uploading Valuation

Season: 2010 Sale No.: 19 Auction Date: 14/05/2010 Tea Type: All Category: All Session Time: 08:30:00 - 09:30:00

LotNo	Origin	Tea Type	Sub Type	Category	Mark	Grade	No of Packages	Net Weight	SampleQty(Kgs)	Invoice Weight	Period Of
FTB5001	Nilgiris	DUST	Dust	CTC	Lawson	PD	15	35	4	521	.
FTB5002	Nilgiris	DUST	Dust	CTC	Lawson	PD	20	35	5	695	.
FTB5003	Nilgiris	DUST	Dust	CTC	COLACUMBYCLASSIC	PD	5	35	3	172	.
FTB5004	Nilgiris	DUST	Dust	CTC	COLACUMBYCLASSIC	RD	5	35	3	172	.
FTB5005	Nilgiris	DUST	Dust	CTC	COLACUMBYCLASSIC	SRD	5	35	3	172	.
FTB5006	Nilgiris	DUST	Dust	CTC	COLACUMBYCLASSIC	SFD	5	35	3	172	.
FTB5007	Nilgiris	DUST	Dust	CTC	COLACUMBYCLASSIC	FD	5	35	3	172	.
FTB5008	Nilgiris	DUST	Dust	CTC	COLACUMBYCLASSIC	GD	5	35	3	172	.
FTB5009	Nilgiris	DUST	Dust	CTC	BENNKAL	PD	5	35	2	173	.
FTB5010	Nilgiris	DUST	Dust	CTC	BENNKAL	RD	10	35	3	347	.

Origin: ALL Mark: ALL Grade: ALL Search Add to My Catalog Create My Planner

My Catalog Upload Valuation Remove Lots Save MyCatalog Print My Catalog Export My Catalog

Season: 2010 Sale No.: 19 Auction Date: 14/05/2010 Tea Type: All Category: All Session Time: 08:30:00 - 09:30:00

LotNo	Origin	Tea Type	Sub Type	Category	Mark	Grade	Group Code	No of Packages	Net Weight	Invoice Weight	Period Of Manufacture	Base Price	Aucti Valua
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- Click the **Get My Catalog** button to view the **My Catalog** details.
- Buyer** module displays the **My Catalog** screen as shown in the following screen.

Auction Catalog

Season: 2010 Sale No.: 19 Auction Date: 14/05/2010 Auctioneer: FTB
 Session Time: 08:30:00 - 09:30:00 TeaType: All Category: All

Refresh Print Auction Catalog
 Get My Catalog Export Auction Catalog

Auction Catalog ** Save your catalog after adding to My Catalog or uploading Valuation

Season: 2010 Sale No.: 19 Auction Date: 14/05/2010 Tea Type: All Category: All Session Time: 08:30:00 - 09:30:00

LotNo	Origin	Tea Type	Sub Type	Category	Mark	Grade	No of Packages	Net Weight	SampleQty(Kgs)	Invoice Weight	Period Of
FTB5013	Nilgiris	DUST	Dust	CTC	BENNKAL	RD	10	35	4	346	.
FTB5014	Nilgiris	DUST	Dust	CTC	BENNKAL	SRD	10	35	3	347	.
FTB5015	Nilgiris	DUST	Dust	CTC	BENNKAL	SRD	15	35	4	521	.
FTB5016	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	7	35	2	243	.
FTB5017	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	7	35	3	242	.
FTB5018	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	8	35	5	275	.
FTB5019	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	8	35	6	274	.
FTB5020	Nilgiris	DUST	Dust	CTC	KenamPremium	RD	7	35	2	243	.
FTB5021	Nilgiris	DUST	Dust	CTC	KenamPremium	RD	6	35	3	207	.
FTB5022	Nilgiris	DUST	Dust	CTC	KenamPremium	SRD	6	35	2	208	.

Origin: ALL Mark: ALL Grade: ALL Search Add to My Catalog Create My Planner

My Catalog Upload Valuation Remove Lots Save MyCatalog Print My Catalog Export My Catalog

Season: 2010 Sale No.: 19 Auction Date: 14/05/2010 Tea Type: All Category: All Session Time: 08:30:00 - 09:30:00

LotNo	Origin	Tea Type	Sub Type	Category	Mark	Grade	Group Code	No of Packages	Net Weight	Invoice Weight	Period Of Manufacture	Base Price	Aucti Valua
FTB5...	Nilgiris	DUST	Dust	CTC	Law...	PD		15	35	521	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	Law...	PD		20	35	695	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	PD		5	35	172	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	RD		5	35	172	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	SRD		5	35	172	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	SFD		5	35	172	.	1.00	

- Select the lots that you want to remove **My Catalog** list. Press **Shift** or **CTRL** button for multiple selections of slots.
- Click **Remove Lots** button to remove the lots from **My Catalog** list.
- Click the **Save My Catalog** button to save **My Catalog** details.

- Buyer module displays the **Record Save Successfully** as shown in the following screen.



- Click the **OK** button.
- Click **Get My Catalog** button to view **My Catalog** details.
- Buyer module** displays the refreshed grid list with updated My Catalog details.
- Click **Close** button to exit from the current screen.

Printing My Catalog Details

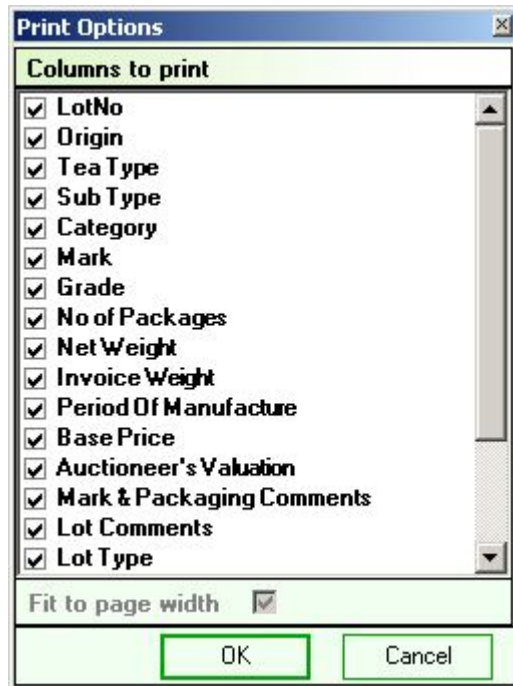
- Log on to **e-Auction Buyer** application.
- On the menu bar, click **Pre Auction** and then select **Auction Catalog** or Press **CTRL + U**.
- Buyer module** displays the **Auction Catalog** screen as shown in the following figure.

The screenshot shows the 'Auction Catalog' application interface. At the top, there are several dropdown menus for 'Season' (2010), 'Sale No.' (19), 'Auction Date' (14/05/2010), 'Auctioneer' (FTB), 'Session Time' (08:30:00 - 09:30:00), 'TeaType' (All), and 'Category' (All). There are also buttons for 'Refresh', 'Print Auction Catalog', 'Get My Catalog', and 'Export Auction Catalog'. Below this is a header for 'Auction Catalog' with a note: '** Save your catalog after adding to My Catalog or uploading Valuation'. The main table lists auction lots with columns: LotNo, Origin, Tea Type, Sub Type, Category, Mark, Grade, No of Packages, Net Weight, SampleQty(Kgs), Invoice Weight, and Period Of. The table contains 12 rows of data. Below the table are filters for 'Origin' (ALL), 'Mark' (ALL), and 'Grade' (ALL), along with 'Search', 'Add to My Catalog', and 'Create My Planner' buttons. The bottom section is titled 'My Catalog' and includes buttons for 'Upload Valuation', 'Remove Lots', 'Save MyCatalog', 'Print My Catalog', and 'Export My Catalog'. It also has the same filter and button set as the 'Auction Catalog' section. The 'My Catalog' table has columns: LotNo, Origin, Tea Type, Sub Type, Category, Mark, Grade, Group Code, No of Packages, Net Weight, Invoice Weight, Period Of Manufacture, Base Price, and Au V. It contains 6 rows of data.

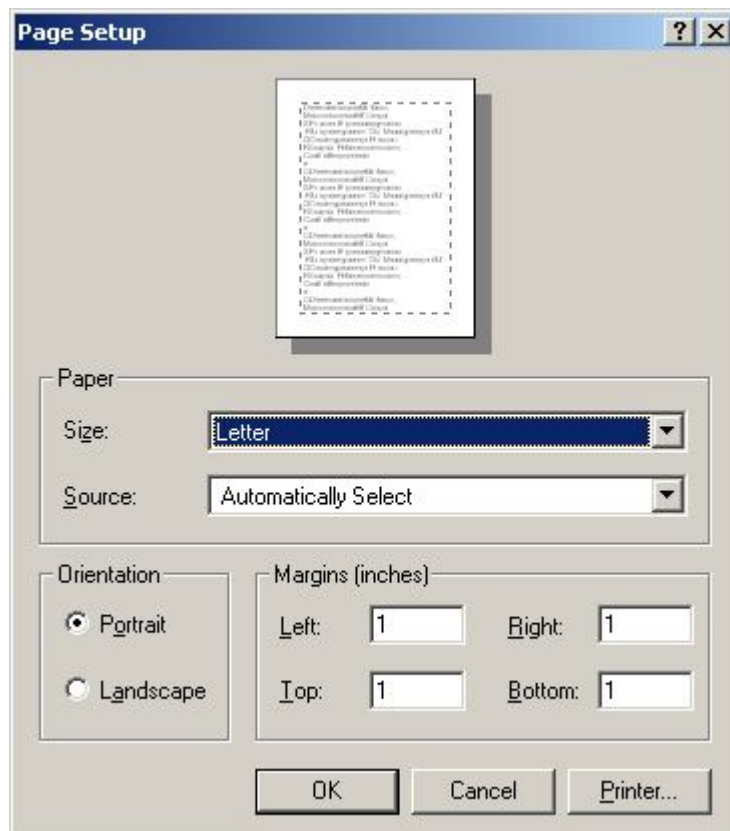
LotNo	Origin	Tea Type	Sub Type	Category	Mark	Grade	No of Packages	Net Weight	SampleQty(Kgs)	Invoice Weight	Period Of
FTB5013	Nilgiris	DUST	Dust	CTC	BENNKAL	RD	10	35	4	346	.
FTB5014	Nilgiris	DUST	Dust	CTC	BENNKAL	SRD	10	35	3	347	.
FTB5015	Nilgiris	DUST	Dust	CTC	BENNKAL	SRD	15	35	4	521	.
FTB5016	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	7	35	2	243	.
FTB5017	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	7	35	3	242	.
FTB5018	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	8	35	5	275	.
FTB5019	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	8	35	6	274	.
FTB5020	Nilgiris	DUST	Dust	CTC	KenamPremium	RD	7	35	2	243	.
FTB5021	Nilgiris	DUST	Dust	CTC	KenamPremium	RD	6	35	3	207	.
FTB5022	Nilgiris	DUST	Dust	CTC	KenamPremium	SRD	6	35	2	208	.

LotNo	Origin	Tea Type	Sub Type	Category	Mark	Grade	Group Code	No of Packages	Net Weight	Invoice Weight	Period Of Manufacture	Base Price	Au V
FTB5...	Nilgiris	DUST	Dust	CTC	Law...	PD		15	35	521	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	Law...	PD		20	35	695	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	PD		5	35	172	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	RD		5	35	172	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	SRD		5	35	172	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	SFD		5	35	172	.	1.00	

- Enter the appropriate details.
- Click the **Print My Catalog** button to print **Auction Details**.
- Buyer module** displays the **Print Options** screen as shown in the following figure.



7. Select the required column(s) to print.
8. Click **OK** button.
9. **Buyer module** displays the **Page Setup** screen as shown in the following figure.



10. Setup the Page option as per the requirement, then click **OK** button.
11. **Buyer module** displays the **Print Preview** screen as shown in the following figure.

Cochin Tea Auction Center																						
Auction Catalog																						
Season :		Sale No :		Auction Date :																		
Tea Type :		Category :		Season Time :																		
Lot No	Org n	Tea Type	Sub Type	Category	Mark	Grade	No of Packages	Net Weight	Invoice No	Period	Base Price	Auctioneer	MS & Pac	Lot Comments	Lot Type	My Comment	My Justification	CP No	CP Date	Invoice No	Packages	Packages No
010	IND	CT	CT	CT	CT	CT	10	100	110	10	0							1	11/02/08	100	100	1-10
010	IND	CT	CT	CT	CT	CT	10	100	110	10	0							3	11/02/08	100	100	1-30

12. Click Print to print the My Catalog Details.

Exporting My Catalog Details

1. Log on to e-Auction Buyer application.
2. On the menu bar, click **Pre Auction** and then select **Auction Catalog Press CTRL + U**.
3. **Buyer module** displays the **Auction Catalog** screen as shown in the following figure.

Auction Catalog

Season: 2010 Sale No.: 19 Auction Date: 14/05/2010 Auctioneer: FTB
 Session Time: 08:30:00 - 09:30:00 Tea Type: All Category: All

Refresh Print Auction Catalog
 Get My Catalog Export Auction Catalog

Auction Catalog ** Save your catalog after adding to My Catalog or uploading Valuation

Season: 2010 Sale No.: 19 Auction Date: 14/05/2010 Tea Type: All Category: All Session Time: 08:30:00 - 09:30:00

LotNo	Origin	Tea Type	Sub Type	Category	Mark	Grade	No of Packages	Net Weight	SampleQty(Kgs)	Invoice Weight	Period Of
FTB5013	Nilgiris	DUST	Dust	CTC	BENNKAL	RD	10	35	4		346
FTB5014	Nilgiris	DUST	Dust	CTC	BENNKAL	SRD	10	35	3		347
FTB5015	Nilgiris	DUST	Dust	CTC	BENNKAL	SRD	15	35	4		521
FTB5016	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	7	35	2		243
FTB5017	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	7	35	3		242
FTB5018	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	8	35	5		275
FTB5019	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	8	35	6		274
FTB5020	Nilgiris	DUST	Dust	CTC	KenamPremium	RD	7	35	2		243
FTB5021	Nilgiris	DUST	Dust	CTC	KenamPremium	RD	6	35	3		207
FTB5022	Nilgiris	DUST	Dust	CTC	KenamPremium	SRD	6	35	2		208

Origin: ALL Mark: ALL Grade: ALL Search Add to My Catalog Create My Planner

My Catalog Upload Valuation Remove Lots Save MyCatalog Print My Catalog Export My Catalog

Season: 2010 Sale No.: 19 Auction Date: 14/05/2010 Tea Type: All Category: All Session Time: 08:30:00 - 09:30:00

LotNo	Origin	Tea Type	Sub Type	Category	Mark	Grade	Group Code	No of Packages	Net Weight	Invoice Weight	Period Of Manufacture	Base Price	Au V
FTB5...	Nilgiris	DUST	Dust	CTC	Law...	PD		15	35	521		1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	Law...	PD		20	35	635		1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	PD		5	35	172		1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	RD		5	35	172		1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	SRD		5	35	172		1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	SFD		5	35	172		1.00	

4. Enter the appropriate details.
5. Click the **Get My Catalog** button.
6. Click the **Export My Catalog** button to export **My Catalog Details**.
7. **Buyer module** displays the **Save As** dialogue box as shown in the following figure.

Save As

Save in: My Documents

My Recent Documents
 Desktop
 My Documents
 My Computer
 My Network Places

Car Documents
 Charts
 Cochin Backup
 Documentation
 Downloads
 Evening Notes
 Exports
 Facts
 Independence Day Pics
 Issues
 Janmashtmi Pics
 Live Issues
 My Captivate Projects
 My eBooks
 My Files

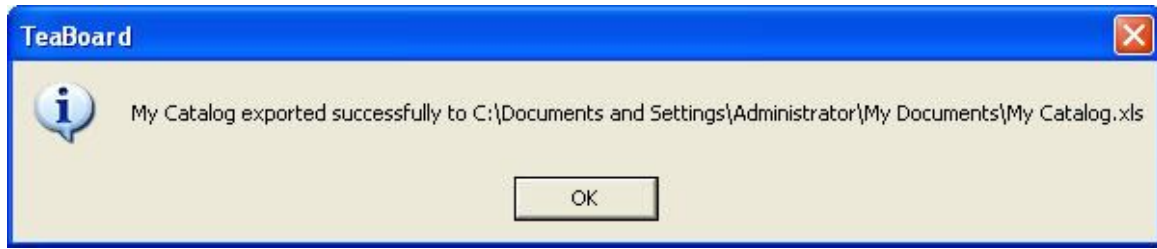
My Music
 My Pictures
 My Received Files
 My Shapes
 My Videos
 Navratri Pics
 Navratri Wallpapers
 SnagIt Catalog
 Statements Credit Cards
 1.0.5.22 07Sept.xls
 1.0.5.22 ST2 07Sept.xls
 AE Utility for Time Calculation.xls
 Auction Catalog.xls
 Awr.xls
 Book1.xls

File name: My Catalog.xls
 Save as type: Excel Files (*.xls)

Save Cancel

8. Select the location of your choice from the **Desktop** scroll down bar.

9. Type the **File** name.
10. Click on the **Save** button.
11. **Buyer module** displays the message as shown in the following figure.



12. Click **OK** button to export the file.

Upload Valuation

About Valuation

The buyer can add his valuation & related comments to each of his lots using his My Catalog. The details like My Valuation and My Comments can be added using this screen.

Adding valuation Details through Excel file

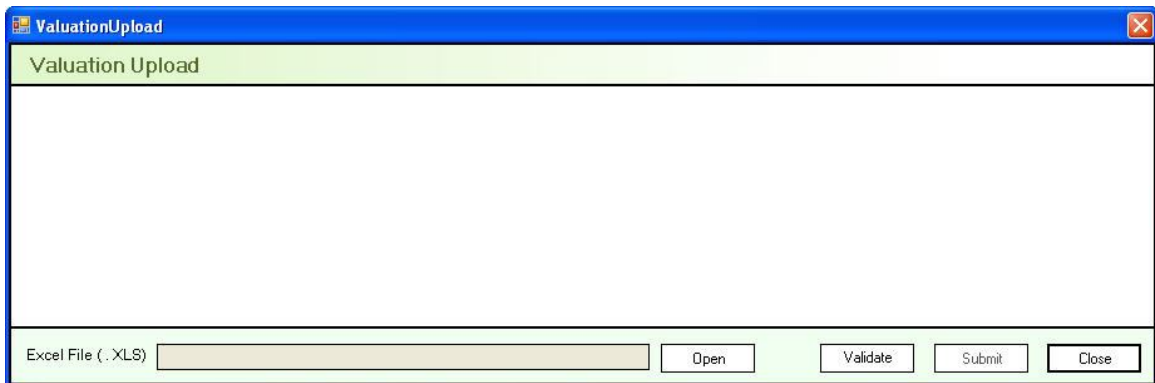
1. Log on to **e-Auction Buyer** application.
2. On the menu bar, click **Pre Auction** and then select **Auction Catalog or Press CTRL + U**.
3. **Buyer module** displays the **Auction Catalog** screen as shown in the following figure.

LotNo	Origin	Tea Type	Sub Type	Category	Mark	Grade	No of Packages	Net Weight	Invoice Weight	Period Of
FTB5013	Nilgiris	DUST	Dust	CTC	BENNKAL	RD	10	35	4	346
FTB5014	Nilgiris	DUST	Dust	CTC	BENNKAL	SRD	10	35	3	347
FTB5015	Nilgiris	DUST	Dust	CTC	BENNKAL	SRD	15	35	4	521
FTB5016	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	7	35	2	243
FTB5017	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	7	35	3	242
FTB5018	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	8	35	5	275
FTB5019	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	8	35	6	274
FTB5020	Nilgiris	DUST	Dust	CTC	KenamPremium	RD	7	35	2	243
FTB5021	Nilgiris	DUST	Dust	CTC	KenamPremium	RD	6	35	3	207
FTB5022	Nilgiris	DUST	Dust	CTC	KenamPremium	SRD	6	35	2	208

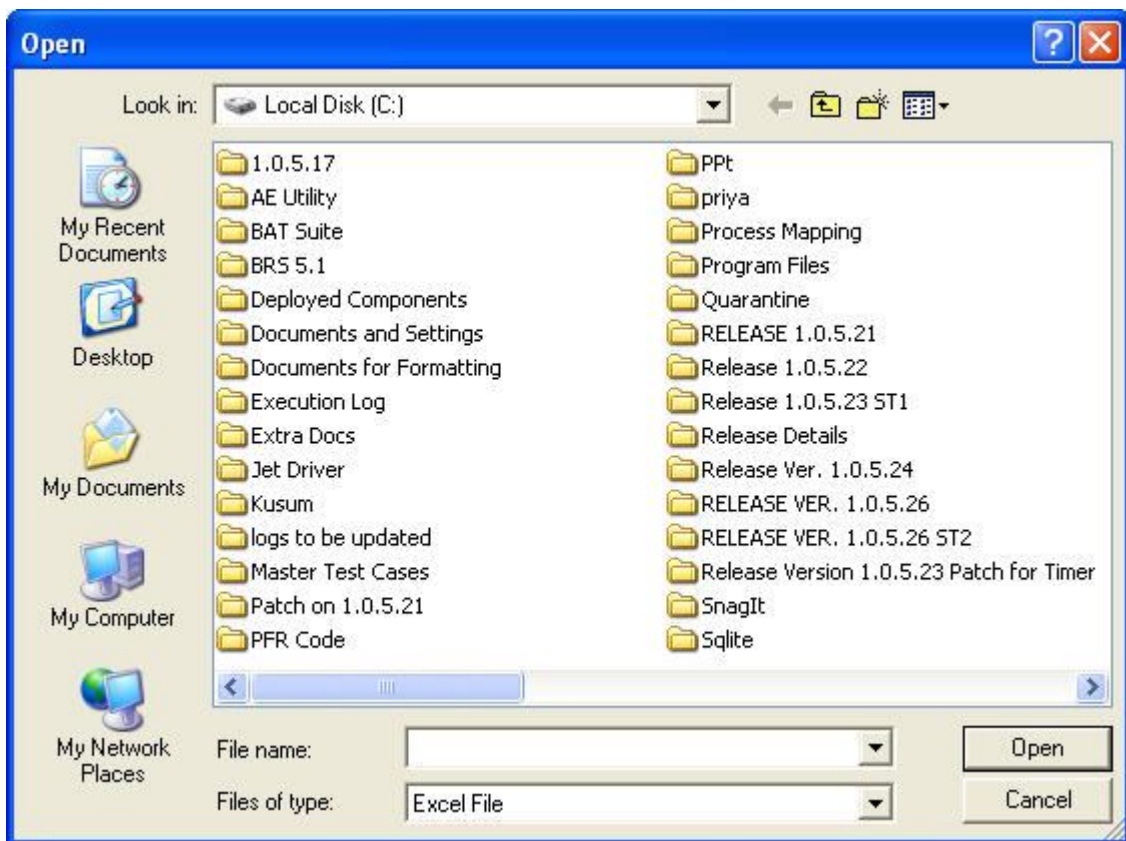
LotNo	Origin	Tea Type	Sub Type	Category	Mark	Grade	Group Code	No of Packages	Net Weight	Invoice Weight	Period Of	Base Price	Au V
FTB5...	Nilgiris	DUST	Dust	CTC	Law...	PD		15	35	521	-	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	Law...	PD		20	35	635	-	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	PD		5	35	172	-	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	RD		5	35	172	-	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	SRD		5	35	172	-	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	SFD		5	35	172	-	1.00	

4. A Buyer will be able to upload his valuations Auctioneer & Sale Date wise. It means that a Buyer can upload his valuations for all the sessions of an Auctioneer in a sale date. In order to do so, a Buyer is first required to create his My Catalog for each session separately and then upload valuations Auctioneer & Sale Date wise.

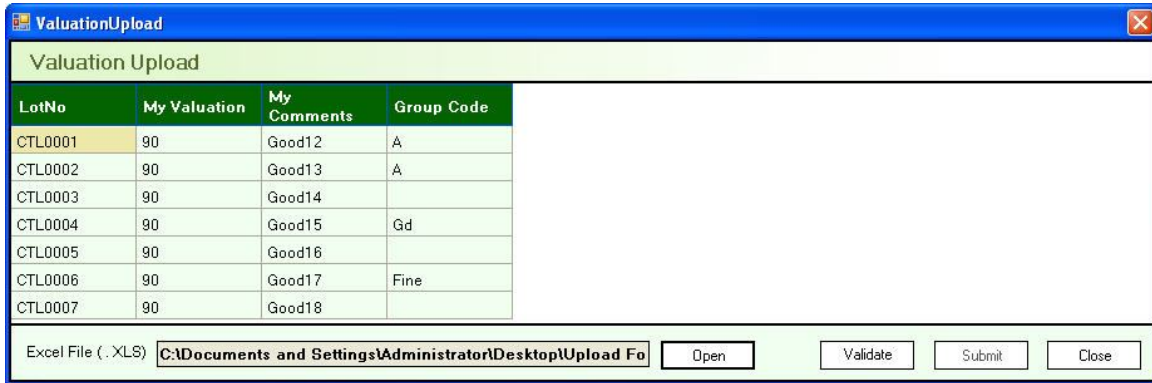
5. If a Sale Program is split over two days, then the Buyer will need to upload his Valuations in two files. One each for each date.
6. Click the **Get My Catalog** button.
7. Click the **Upload Valuation** button.
8. **Buyer module** displays the **Valuation Upload** screen as shown in the following figure.



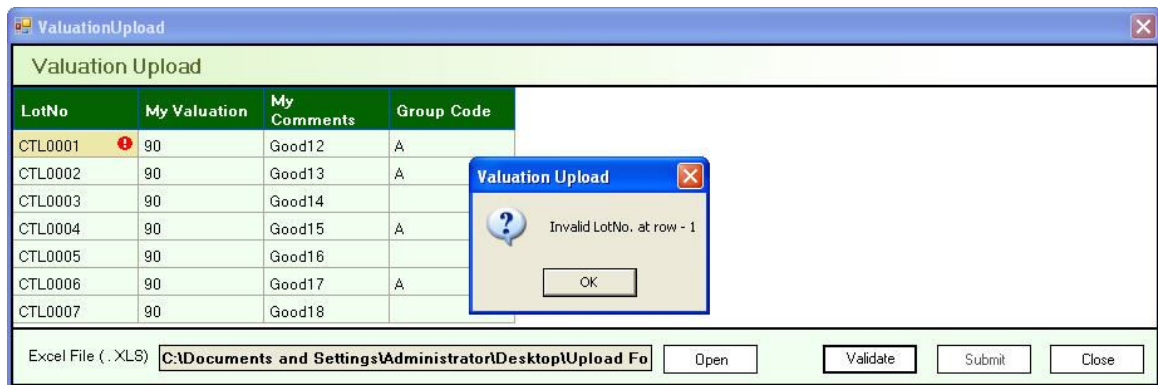
9. Type the path and name of the file to upload or Click **Open** button to locate the file.
10. **Buyer module** displays the **Open** dialogue box as shown in the following figure.



11. Select the file to upload.
12. Click **Open** button.
13. **Buyer module** displays the **Valuation Upload** screen as shown in the following figure.



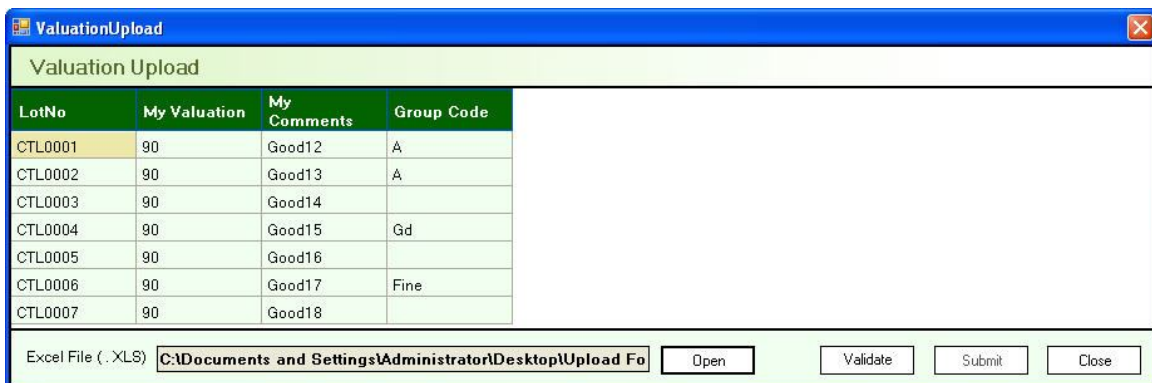
- 14. Click the **Validate** button.
- 15. On any incorrect data input, the validate button will give an error as shown below:



- 16. **Buyer module** displays the **Valuation Successful** message, as shown in the following figure, if the data entered is correct.



- 17. Click **OK**. **Buyer module** displays the **Valuation Upload** screen as shown in the following figure.
- 18. The Buyer can also modify the valuation and comment details in the grid that gets populated as shown in the following figure.



- 19. Click the **Submit** button.
- 20. **Buyer module** displays the **Auction Catalog** screen as shown in the following figure.

Auction Catalog

Season: 2010 Sale No.: 19 Auction Date: 14/05/2010 Auctioneer: FTB
 Session Time: 08:30:00 - 09:30:00 Tea Type: All Category: All

Refresh Print Auction Catalog
 Get My Catalog Export Auction Catalog

Auction Catalog ** Save your catalog after adding to My Catalog or uploading Valuation

Season: 2010 Sale No.: 19 Auction Date: 14/05/2010 Tea Type: All Category: All Session Time: 08:30:00 - 09:30:00

LotNo	Origin	Tea Type	Sub Type	Category	Mark	Grade	No of Packages	Net Weight	SampleQty(Kgs)	Invoice Weight	Period Of
FTB5013	Nilgiris	DUST	Dust	CTC	BENNKAL	RD	10	35	4	346	.
FTB5014	Nilgiris	DUST	Dust	CTC	BENNKAL	SRD	10	35	3	347	.
FTB5015	Nilgiris	DUST	Dust	CTC	BENNKAL	SRD	15	35	4	521	.
FTB5016	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	7	35	2	243	.
FTB5017	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	7	35	3	242	.
FTB5018	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	8	35	5	275	.
FTB5019	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	8	35	6	274	.
FTB5020	Nilgiris	DUST	Dust	CTC	KenamPremium	RD	7	35	2	243	.
FTB5021	Nilgiris	DUST	Dust	CTC	KenamPremium	RD	6	35	3	207	.
FTB5022	Nilgiris	DUST	Dust	CTC	KenamPremium	SRD	6	35	2	208	.

Origin: ALL Mark: ALL Grade: ALL Search Add to My Catalog Create My Planner

My Catalog Upload Valuation Remove Lots Save MyCatalog Print My Catalog Export My Catalog

Season: 2010 Sale No.: 19 Auction Date: 14/05/2010 Tea Type: All Category: All Session Time: 08:30:00 - 09:30:00

LotNo	Origin	Tea Type	Sub Type	Category	Mark	Grade	Group Code	No of Packages	Net Weight	Invoice Weight	Period Of Manufacture	Base Price	Av
FTB5...	Nilgiris	DUST	Dust	CTC	Law...	PD		15	35	521	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	Law...	PD		20	35	635	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	PD		5	35	172	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	RD		5	35	172	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	SRD		5	35	172	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	SFD		5	35	172	.	1.00	

21. Click the **Save My Catalog** button.

22. Buyer module displays the **Record Save Successfully** as shown in the following screen.



23. Click the **OK** button.

Adding Valuation Details in the Grid

1. Log on to **e-Auction Buyer** application.
2. On the menu bar, click **Pre Auction** and then select **Auction Catalog** or Press **CTRL + U**.
3. **Buyer module** displays the **Auction Catalog** screen as shown in the following figure.
4. Click the **Get My Catalog** button.

Auction Catalog

Season: 2010 Sale No.: 19 Auction Date: 14/05/2010 Auctioneer: FTB
 Session Time: 08:30:00 - 09:30:00 Tea Type: All Category: All

Refresh Print Auction Catalog
 Get My Catalog Export Auction Catalog

Auction Catalog ** Save your catalog after adding to My Catalog or uploading Valuation

Season: 2010 Sale No.: 19 Auction Date: 14/05/2010 Tea Type: All Category: All Session Time: 08:30:00 - 09:30:00

LotNo	Origin	Tea Type	Sub Type	Category	Mark	Grade	No of Packages	Net Weight	SampleQty(Kgs)	Invoice Weight	Period Of
FTB5013	Nilgiris	DUST	Dust	CTC	BENNKAL	RD	10	35	4	346	.
FTB5014	Nilgiris	DUST	Dust	CTC	BENNKAL	SRD	10	35	3	347	.
FTB5015	Nilgiris	DUST	Dust	CTC	BENNKAL	SRD	15	35	4	521	.
FTB5016	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	7	35	2	243	.
FTB5017	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	7	35	3	242	.
FTB5018	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	8	35	5	275	.
FTB5019	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	8	35	6	274	.
FTB5020	Nilgiris	DUST	Dust	CTC	KenamPremium	RD	7	35	2	243	.
FTB5021	Nilgiris	DUST	Dust	CTC	KenamPremium	RD	6	35	3	207	.
FTB5022	Nilgiris	DUST	Dust	CTC	KenamPremium	SRD	6	35	2	208	.

Origin: ALL Mark: ALL Grade: ALL Search Add to My Catalog Create My Planner

My Catalog Upload Valuation Remove Lots Save MyCatalog Print My Catalog Export My Catalog

Season: 2010 Sale No.: 19 Auction Date: 14/05/2010 Tea Type: All Category: All Session Time: 08:30:00 - 09:30:00

LotNo	Origin	Tea Type	Sub Type	Category	Mark	Grade	Group Code	No of Packages	Net Weight	Invoice Weight	Period Of Manufacture	Base Price	Av
FTB5...	Nilgiris	DUST	Dust	CTC	Law...	PD		15	35	521	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	Law...	PD		20	35	695	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	PD		5	35	172	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	RD		5	35	172	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	SRD		5	35	172	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	SFD		5	35	172	.	1.00	

5. Select the lot by double clicking on the particular row in **My Catalog**.
6. Buyer module displays the **Valuation** screen as shown in the following figure.

Valuation

Sr No. Mark Grade

My Valuation Group Code

My Comments

Submit Close

Field	Description
My Valuation	➤ Type your valuation in this text box.
My Comments	➤ Type some comments in this text box.
Group	➤ Enter the Group Code you want this Lot to be associated with, leave blank if not required.

7. Enter the appropriate details.
8. Click the **Submit** button.
9. **Buyer module** displays the refreshed **My Catalog** screen as shown in the following figure.

Auction Catalog

Season: 2010 Sale No.: 19 Auction Date: 14/05/2010 Auctioneer: FTB
 Session Time: 08:30:00 - 09:30:00 Tea Type: All Category: All

Refresh Print Auction Catalog
 Get My Catalog Export Auction Catalog

Auction Catalog ** Save your catalog after adding to My Catalog or uploading Valuation

Season: 2010 Sale No.: 19 Auction Date: 14/05/2010 Tea Type: All Category: All Session Time: 08:30:00 - 09:30:00

LotNo	Origin	Tea Type	Sub Type	Category	Mark	Grade	No of Packages	Net Weight	SampleQty(Kgs)	Invoice Weight	Period Of
FTB5013	Nilgiris	DUST	Dust	CTC	BENNKAL	RD	10	35	4	346	.
FTB5014	Nilgiris	DUST	Dust	CTC	BENNKAL	SRD	10	35	3	347	.
FTB5015	Nilgiris	DUST	Dust	CTC	BENNKAL	SRD	15	35	4	521	.
FTB5016	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	7	35	2	243	.
FTB5017	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	7	35	3	242	.
FTB5018	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	8	35	5	275	.
FTB5019	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	8	35	6	274	.
FTB5020	Nilgiris	DUST	Dust	CTC	KenamPremium	RD	7	35	2	243	.
FTB5021	Nilgiris	DUST	Dust	CTC	KenamPremium	RD	6	35	3	207	.
FTB5022	Nilgiris	DUST	Dust	CTC	KenamPremium	SRD	6	35	2	208	.

Origin: ALL Mark: ALL Grade: ALL Search Add to My Catalog Create My Planner

My Catalog Upload Valuation Remove Lots Save MyCatalog Print My Catalog Export My Catalog

Season: 2010 Sale No.: 19 Auction Date: 14/05/2010 Tea Type: All Category: All Session Time: 08:30:00 - 09:30:00

LotNo	Origin	Tea Type	Sub Type	Category	Mark	Grade	Group Code	No of Packages	Net Weight	Invoice Weight	Period Of Manufacture	Base Price	Au V
FTB5...	Nilgiris	DUST	Dust	CTC	Law...	PD		15	35	521	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	Law...	PD		20	35	635	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	PD		5	35	172	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	RD		5	35	172	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	SRD		5	35	172	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	SFD		5	35	172	.	1.00	

Creating My Planner

About Planner

The Planner option allows buyer to create his buying plan for a complete Sale Program.

Buyer can plan according to the Group(s) he has defined in his Group Master.

He has the option to plan either in terms of Packages, Kgs, Amount or any combination of these three.

Buyer can create his planner from the forthcoming Auction Catalog.

Adding Planner Details

1. Log on to **e-Auction Buyer** application.
2. On the menu bar, click **Pre Auction** and then select **Auction Catalog** or Press **CTRL + U**.
3. **Buyer module** displays the **Auction Catalog** screen as shown in the following figure.

Auction Catalog

Season: 2010 Sale No.: 19 Auction Date: 14/05/2010 Auctioneer: FTB
 Session Time: 08:30:00 - 09:30:00 Tea Type: All Category: All

Refresh Print Auction Catalog
 Get My Catalog Export Auction Catalog

Auction Catalog ** Save your catalog after adding to My Catalog or uploading Valuation

Season: 2010 Sale No.: 19 Auction Date: 14/05/2010 Tea Type: All Category: All Session Time: 08:30:00 - 09:30:00

LotNo	Origin	Tea Type	Sub Type	Category	Mark	Grade	No of Packages	Net Weight	SampleQty(Kgs)	Invoice Weight	Period Of
FTB5013	Nilgiris	DUST	Dust	CTC	BENNKAL	RD	10	35	4	346	.
FTB5014	Nilgiris	DUST	Dust	CTC	BENNKAL	SRD	10	35	3	347	.
FTB5015	Nilgiris	DUST	Dust	CTC	BENNKAL	SRD	15	35	4	521	.
FTB5016	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	7	35	2	243	.
FTB5017	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	7	35	3	242	.
FTB5018	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	8	35	5	275	.
FTB5019	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	8	35	6	274	.
FTB5020	Nilgiris	DUST	Dust	CTC	KenamPremium	RD	7	35	2	243	.
FTB5021	Nilgiris	DUST	Dust	CTC	KenamPremium	RD	6	35	3	207	.
FTB5022	Nilgiris	DUST	Dust	CTC	KenamPremium	SRD	6	35	2	208	.

Origin: ALL Mark: ALL Grade: ALL Search Add to My Catalog Create My Planner

My Catalog Upload Valuation Remove Lots Save MyCatalog Print My Catalog Export My Catalog

Season: 2010 Sale No.: 19 Auction Date: 14/05/2010 Tea Type: All Category: All Session Time: 08:30:00 - 09:30:00

LotNo	Origin	Tea Type	Sub Type	Category	Mark	Grade	Group Code	No of Packages	Net Weight	Invoice Weight	Period Of Manufacture	Base Price	Au V
FTB5...	Nilgiris	DUST	Dust	CTC	Law...	PD		15	35	521	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	Law...	PD		20	35	635	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	PD		5	35	172	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	RD		5	35	172	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	SRD		5	35	172	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	SFD		5	35	172	.	1.00	

- Click the **Create My Planner** button.
- Buyer** module displays the **My Planner** screen as shown in the following figure.

My Planner

Sale No.: 19 Purchase Indicator(%)

Group Code	Planned Qty(Pkgs)	Planned Qty(Kgs)	Planned Amount(Rs.)	Remarks

Add Modify Delete Save Cancel

- Click **Add** button to add the details.
- Buyer** module displays the **My Planner** screen as shown in the following figure.

Field	Description
Sale No	➤ Displays the sale no. (Read Only)
Purchase Indicator (%)	➤ Set the percentage purchase (in Kgs) indicator.
Group Code	➤ Displays the List of Group(s) defined under the Group Master by the Buyer.
Planned Qty (Pkgs)	➤ Enter the amount of Tea planned in Pkgs.
Planned Qty (Kgs)	➤ Enter the amount of Tea planned in Kgs.
Planned Amount (Rs.)	➤ Enter the Planned Amount
Remarks	➤ Enter Remarks, (if Any)

8. Enter the appropriate details.
9. Click **Save** button to save the planner details.
10. **Buyer** module displays the **Record Saved Successfully** message as shown in the following figure.



11. **Buyer** module displays the **Planner Details Screen** as shown in the following figure.

My Planner

Sale No : 19 Purchase Indicator(%)

Group Code	Planned Qty(Pkgs)	Planned Qty(Kgs)	Planned Amount(Rs.)	Remarks
D				

Add Modify Delete Save Cancel

12. Click **Cancel** button to exit from the current screen.

Modifying My Planner

1. Log on to **e-Auction Buyer** application.
2. On the menu bar, click **Pre Auction** and then select **Auction Catalog** or Press **CTRL + U**.
3. **Buyer module** displays the **Auction Catalog** screen as shown in the following figure.

Auction Catalog

Season: 2010 Sale No.: 19 Auction Date: 14/05/2010 Auctioneer: FTB

Session Time: 08:30:00 - 09:30:00 TeaType: All Category: All

Refresh Print Auction Catalog

Get My Catalog Export Auction Catalog

Auction Catalog ** Save your catalog after adding to My Catalog or uploading Valuation

Season: 2010 Sale No.: 19 Auction Date: 14/05/2010 Tea Type: All Category: All Session Time: 08:30:00 - 09:30:00

LotNo	Origin	Tea Type	Sub Type	Category	Mark	Grade	No of Packages	Net Weight	SampleQty(Kgs)	Invoice Weight	Period Of
FTB5013	Nilgiris	DUST	Dust	CTC	BENNKAL	RD	10	35	4	346	.
FTB5014	Nilgiris	DUST	Dust	CTC	BENNKAL	SRD	10	35	3	347	.
FTB5015	Nilgiris	DUST	Dust	CTC	BENNKAL	SRD	15	35	4	521	.
FTB5016	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	7	35	2	243	.
FTB5017	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	7	35	3	242	.
FTB5018	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	8	35	5	275	.
FTB5019	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	8	35	6	274	.
FTB5020	Nilgiris	DUST	Dust	CTC	KenamPremium	RD	7	35	2	243	.
FTB5021	Nilgiris	DUST	Dust	CTC	KenamPremium	RD	6	35	3	207	.
FTB5022	Nilgiris	DUST	Dust	CTC	KenamPremium	SRD	6	35	2	208	.

Origin: ALL Mark: ALL Grade: ALL Search Add to My Catalog Create My Planner

My Catalog Upload Valuation Remove Lots Save MyCatalog Print My Catalog Export My Catalog

Season: 2010 Sale No.: 19 Auction Date: 14/05/2010 Tea Type: All Category: All Session Time: 08:30:00 - 09:30:00

LotNo	Origin	Tea Type	Sub Type	Category	Mark	Grade	Group Code	No of Packages	Net Weight	Invoice Weight	Period Of Manufacture	Base Price
FTB5...	Nilgiris	DUST	Dust	CTC	Law...	PD		15	35	521	.	1.00
FTB5...	Nilgiris	DUST	Dust	CTC	Law...	PD		20	35	695	.	1.00
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	PD		5	35	172	.	1.00
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	RD		5	35	172	.	1.00
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	SRD		5	35	172	.	1.00
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	SFD		5	35	172	.	1.00

4. Click **Create My Planner** button.
5. **Buyer module** displays the **My Planner** screen as shown in the following figure.

My Planner

Sale No : Purchase Indicator(%)

Group Code	Planned Qty(Pkgs)	Planned Qty(Kgs)	Planned Amount(Rs.)	Remarks
E	150	50000	15000000	

Add Modify Delete Save Cancel

6. Select the row you want to modify.
7. Click **Modify** Button to update the details.
8. Enter the appropriate details.
9. Click **Save** button to save the updated details.
10. **Buyer** module displays the **Record Saved Successfully** message as shown in the following figure.



11. Click **Cancel** button to exit from the current screen.

Deleting My Planner Details

1. Log on to **e-Auction Buyer** application.
2. On the menu bar, click **Pre Auction** and then select **Auction Catalog** or Press **CTRL + U**.
3. **Buyer** module displays the **Auction Catalog** screen as shown in the following figure.

Auction Catalog

Season: 2010 Sale No.: 19 Auction Date: 14/05/2010 Auctioneer: FTB
 Session Time: 08:30:00 - 09:30:00 TeaType: All Category: All

Refresh Print Auction Catalog
 Get My Catalog Export Auction Catalog

Auction Catalog ** Save your catalog after adding to My Catalog or uploading Valuation

Season: 2010 Sale No.: 19 Auction Date: 14/05/2010 Tea Type: All Category: All Session Time: 08:30:00 - 09:30:00

LotNo	Origin	Tea Type	Sub Type	Category	Mark	Grade	No of Packages	Net Weight	SampleQty(Kgs)	Invoice Weight	Period Of
FTB5013	Nilgiris	DUST	Dust	CTC	BENNKAL	RD	10	35	4	346	.
FTB5014	Nilgiris	DUST	Dust	CTC	BENNKAL	SRD	10	35	3	347	.
FTB5015	Nilgiris	DUST	Dust	CTC	BENNKAL	SRD	15	35	4	521	.
FTB5016	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	7	35	2	243	.
FTB5017	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	7	35	3	242	.
FTB5018	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	8	35	5	275	.
FTB5019	Nilgiris	DUST	Dust	CTC	KenamPremium	PD	8	35	6	274	.
FTB5020	Nilgiris	DUST	Dust	CTC	KenamPremium	RD	7	35	2	243	.
FTB5021	Nilgiris	DUST	Dust	CTC	KenamPremium	RD	6	35	3	207	.
FTB5022	Nilgiris	DUST	Dust	CTC	KenamPremium	SRD	6	35	2	208	.

Origin: ALL Mark: ALL Grade: ALL Search Add to My Catalog Create My Planner

My Catalog Upload Valuation Remove Lots Save MyCatalog Print My Catalog Export My Catalog

Season: 2010 Sale No.: 19 Auction Date: 14/05/2010 Tea Type: All Category: All Session Time: 08:30:00 - 09:30:00

LotNo	Origin	Tea Type	Sub Type	Category	Mark	Grade	Group Code	No of Packages	Net Weight	Invoice Weight	Period Of Manufacture	Base Price	Au V
FTB5...	Nilgiris	DUST	Dust	CTC	Law...	PD		15	35	521	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	Law...	PD		20	35	635	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	PD		5	35	172	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	RD		5	35	172	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	SRD		5	35	172	.	1.00	
FTB5...	Nilgiris	DUST	Dust	CTC	COL...	SFD		5	35	172	.	1.00	

- Click **Create My Planner** button to view planner details.
- Buyer module** displays the **My Planner** screen as shown in the following figure.

My Planner

Sale No: 19 Purchase Indicator(%): 80

Group Code	Planned Qty(Pkgs)	Planned Qty(Kgs)	Planned Amount(Rs.)	Remarks
E	150	50000	15000000	

Add Modify Delete Save Cancel

- Select the group code, which you want to delete.
- Click **Delete** button to delete the lot details.
- Buyer** module displays the **Record Deleted Successfully** message as shown in the following figure.



9. Click **Cancel** button to exit from the current screen.

Note: User cannot Create/Edit **My Planner** if a session is in progress. User will be able to Create/Edit his Planner during the Session Breaks or when the sale gets over.

Offline Bid Entry

Entering the bid

Buyer can enter the bids on the lots in which he is interested, before the auction day using offline bid entry screen.

As catalog gets published buyers will get the data in offline entry screen.

1. Log on to **e-Auction Buyer** application.
2. Click **Pre Auction** and then select **Offline Bid Entry or Press CTRL + L**.
3. Buyer module displays the **Offline Bid Entry** Screen as shown below:

Field	Default Value	Validation	Description
Season	➤ Current Year	➤ Populates all the Seasons for which data is available in the published catalog	➤ Select the appropriate Season the drop-down list.
Sale No	➤ Running or upcoming Sale No	➤ Populates all the Sale Nos. which has been published for the all seasons.	➤ Select the appropriate Sale No the drop-down list.
Auction Date	➤ Running or upcoming Auction Date	➤ Populates Auction Dates for the selected Season and Sale No	➤ Select the appropriate Auction Date from the drop-down list.

Field	Default Value	Validation	Description
		combination	
Auctioneer	➤ All	➤ Populates all the Auctioneers.	➤ Select the appropriate Auctioneer from the drop-down list.
Session	➤ All	➤ Populates all the Sessions defined for the sale date	➤ Select the appropriate Auction Session from the drop-down list.

- Select Season, Sale No, Auction Date, Auctioneer and Session parameters and then click on Refresh button.
- Buyer module displays the **Offline Bid Entry** Screen as shown below:

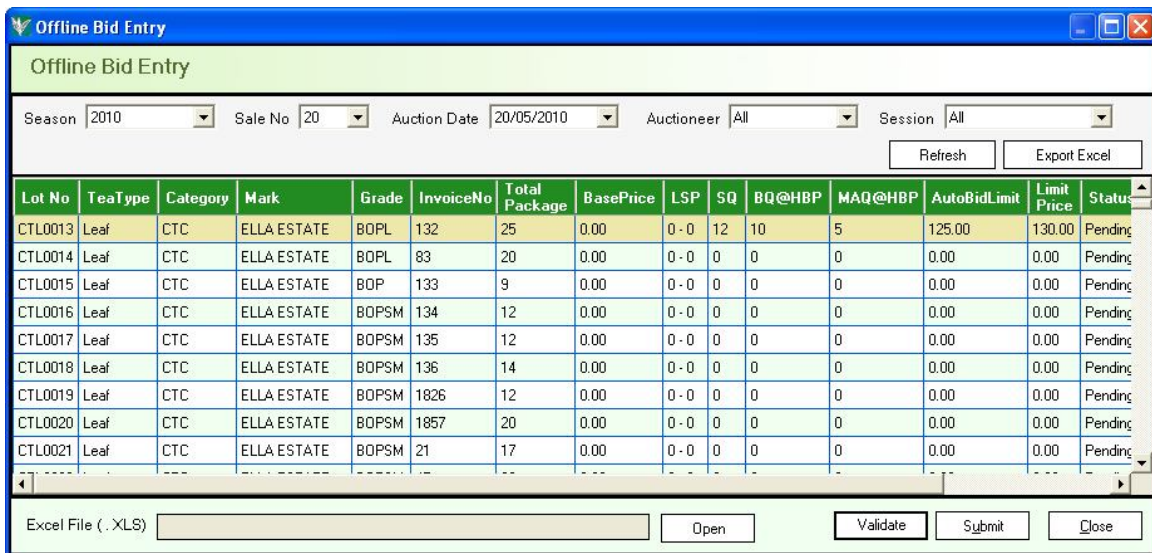
- Now user can enter the different bid parameters. The list of the bid parameters is as follows:
 - SQ (Share Quantity):** If the buyer is the highest bidder then he can decide that how much quantity he would like to share with other buyers for the same price.
 - BQ@HBP (Bid Quantity at Highest Bid Price):** If the buyer is not the highest bidder then he can decide how much quantity he wants to buy at highest bid price.
 - MAQ (Minimum Acceptable Quantity):** This is the minimum acceptable quantity; the buyer is willing to take from the highest bidder. This check is applicable on Buy Qty @ HBP.
 - BP (Bid Price):** This is the bid price entered by the buyer.
 - AB (Auto Bid):** This is the max price limit up to which buyer's bid shall automatically be increased by the system in case there are two or more buyers competing for a lot.
 - LP (Limit Price):** This is the max price up to which buyer can get the share if he is not highest bidder. But in case HBP goes beyond this price system will not consider his bid for knock down purpose. If buyer had not set the LP, i.e. LP is zero, and he is asking for a share system will allocate the lot to him, if eligible, irrespective of HBP.

Field	Default Value	Validation	Description
SQ	➤ 0	➤ Cannot be more than (Total Packages – Minimum No. of Packages required for Bidding)	<ul style="list-style-type: none"> ➤ Enter the appropriate share quantity details in this text box. ➤ This field is non-mandatory.

Field	Default Value	Validation	Description
BQ@HBP	➤ 0	➤ Has to be between the Minimum No. of Packages required for bidding and total no. of Packages.	<ul style="list-style-type: none"> ➤ Enter the buy quantity at highest bid price details in this text box. ➤ This field is non-mandatory.
MAQ@HBP	➤ 0	➤ Cannot be more than BQ@HBP and less than the minimum no. of Packages required for bidding.	<ul style="list-style-type: none"> ➤ Enter the minimum acceptable quantity in this text box. ➤ If BQ@HBP is entered than the MAQ automatically, sets to the Minimum no. of Packages required for Bidding.
BP	➤ The current HBP or the Base Price if no bid has came for that lot.	➤ Cannot be less than the Base Price.	➤ Enter the bid price in this text box. If no one has bid for a lot, BP shall by default display the Base Price else the HBP for that lot.
AB	➤ 0	<ul style="list-style-type: none"> ➤ If entered less than Bid Price, registered as 0. ➤ Cannot be more than 999.99 except Category "Darjeeling" ➤ Auto Bid Price in Decimals i.e. "25.50" will not be accepted if Uniform tick Size is enabled 	<ul style="list-style-type: none"> ➤ Enter the auto bid price in this text box. ➤ It should always be more than BP. Buyer can enter a bid price greater than the auto bid limit in which case, the AB would be reset to zero. ➤ This field is non-mandatory.
LP	➤ 0	<ul style="list-style-type: none"> ➤ If entered less than Bid/Auto Bid Price, registered as Bid/Auto Bid Price. ➤ Cannot be more than 999.99 except Category "Darjeeling" ➤ Limit Price in Decimals i.e. "25.50" will not be accepted if Uniform tick Size is enabled 	<ul style="list-style-type: none"> ➤ Enter the Limit Price in this text box. ➤ It should always be more than or equal to BP or AB. Buyer can enter a limit price lesser than the bid or auto bid price in which case, the LP would be reset to AB. ➤ This field is non-mandatory.

7. To enter the bid manually user can edit the above mentioned fields against each lot.

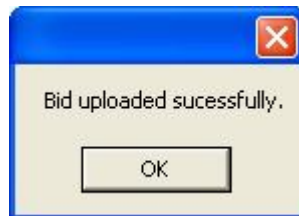
8. Buyer module displays the **Offline Bid Entry** Screen as shown below:



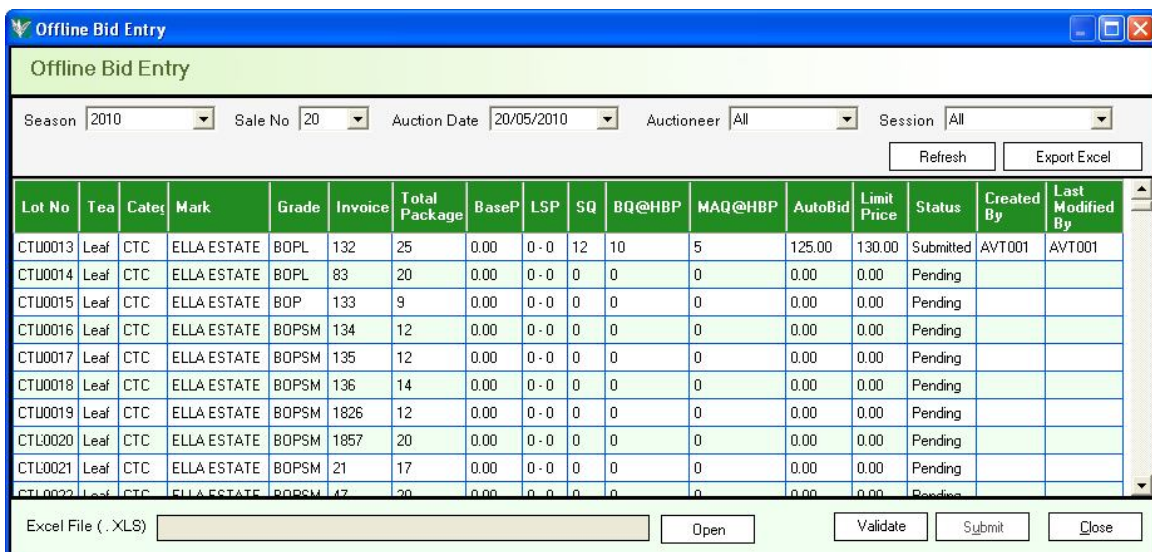
9. Then click on Validate button, Buyer module displays the **Offline Bid Entry** Screen as shown below:



10. Now click on Submit button, Buyer module displays the **Offline Bid Entry** Screen as shown below:

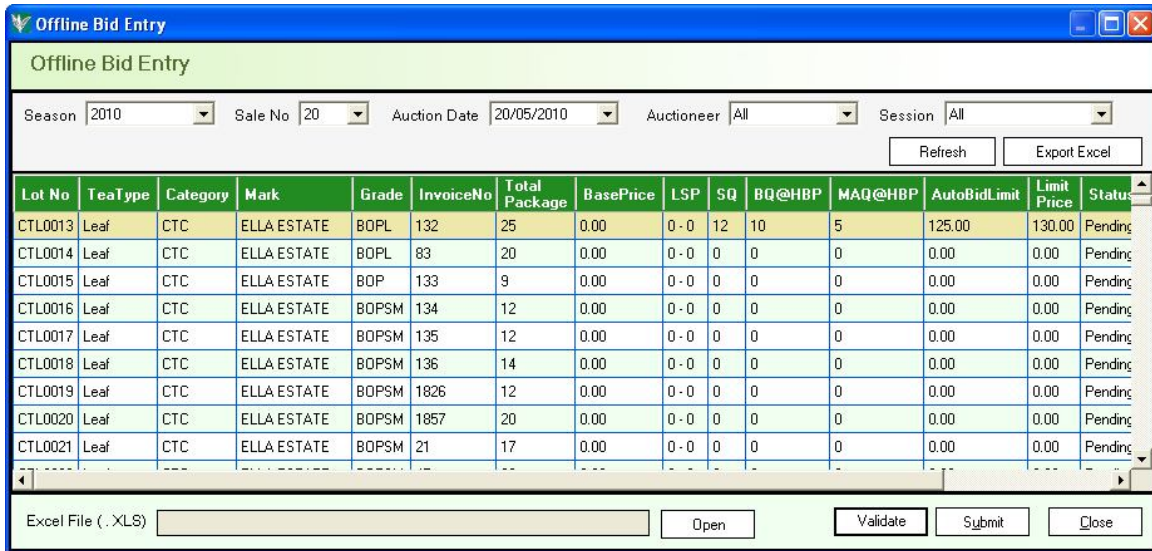


11. Status of the lot will be changed to Submitted after submission of details, Buyer module displays the **Offline Bid Entry** Screen as shown below:

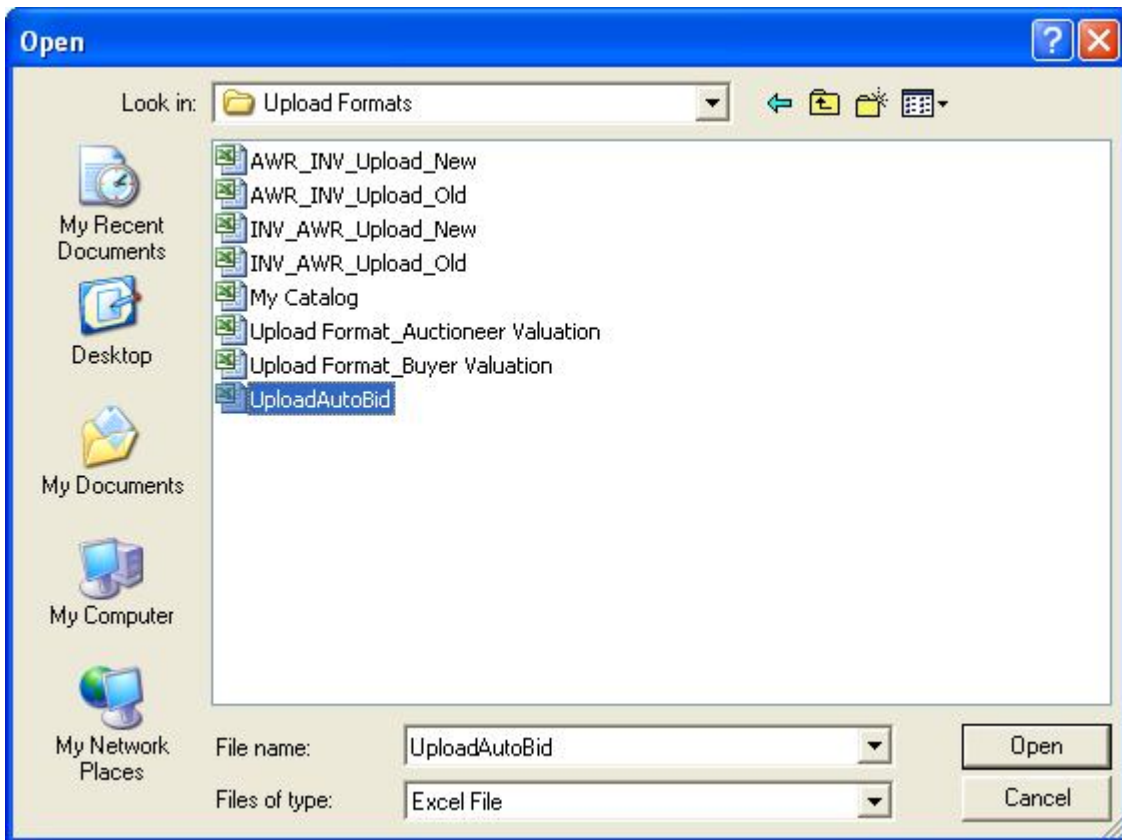


12. To upload the bids user can use the excel file where he needs to enter the details, for above mentioned fields against each lot, against lots available on the screen.

13. Buyer module displays the **Offline Bid Entry** Screen as shown below:



14. Then click on Open button, Buyer module displays the **Offline Bid Entry** Screen as shown below:



15. Again click on Open button, Buyer module displays the **Offline Bid Entry** Screen as shown below:

Offline Bid Entry

Season: 2010 Sale No: 20 Auction Date: 20/05/2010 Auctioneer: All Session: All

Refresh Export Excel

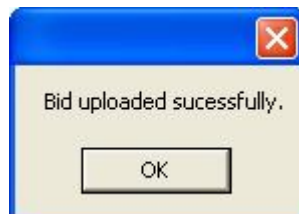
Lot No	TeaType	Category	Mark	Grade	InvoiceNo	Total Package	BasePrice	LSP	SQ	BQ@HBP	MAQ@HBP	AutoBidLimit	Limit Price	Status
CTL0013	Leaf	CTC	ELLA ESTATE	BOPL	132	25	0.00	0-0	12	10	5	125.00	130.00	Pending
CTL0014	Leaf	CTC	ELLA ESTATE	BOPL	83	20	0.00	0-0	0	0	0	0.00	0.00	Pending
CTL0015	Leaf	CTC	ELLA ESTATE	BOP	133	9	0.00	0-0	0	0	0	0.00	0.00	Pending
CTL0016	Leaf	CTC	ELLA ESTATE	BOPSM	134	12	0.00	0-0	0	0	0	0.00	0.00	Pending
CTL0017	Leaf	CTC	ELLA ESTATE	BOPSM	135	12	0.00	0-0	0	0	0	0.00	0.00	Pending
CTL0018	Leaf	CTC	ELLA ESTATE	BOPSM	136	14	0.00	0-0	0	0	0	0.00	0.00	Pending
CTL0019	Leaf	CTC	ELLA ESTATE	BOPSM	1826	12	0.00	0-0	0	0	0	0.00	0.00	Pending
CTL0020	Leaf	CTC	ELLA ESTATE	BOPSM	1857	20	0.00	0-0	0	0	0	0.00	0.00	Pending
CTL0021	Leaf	CTC	ELLA ESTATE	BOPSM	21	17	0.00	0-0	0	0	0	0.00	0.00	Pending

Excel File (.XLS) Open Validate Submit Close

16. Then click on Validate button, Buyer module displays the **Offline Bid Entry** Screen as shown below:



17. Now click on Submit button, Buyer module displays the **Offline Bid Entry** Screen as shown below:



18. Status of the lot will be changed to Submitted after submission of details, Buyer module displays the **Offline Bid Entry** Screen as shown below:

Offline Bid Entry

Season: 2010 Sale No: 20 Auction Date: 20/05/2010 Auctioneer: All Session: All

Refresh Export Excel

Lot No	Tea	Category	Mark	Grade	Invoice	Total Package	BaseP	LSP	SQ	BQ@HBP	MAQ@HBP	AutoBid	Limit Price	Status	Created By	Last Modified By
CTU0013	Leaf	CTC	ELLA ESTATE	BOPL	132	25	0.00	0-0	12	10	5	125.00	130.00	Submitted	AVT001	AVT001
CTU0014	Leaf	CTC	ELLA ESTATE	BOPL	83	20	0.00	0-0	0	0	0	0.00	0.00	Pending		
CTU0015	Leaf	CTC	ELLA ESTATE	BOP	133	9	0.00	0-0	0	0	0	0.00	0.00	Pending		
CTU0016	Leaf	CTC	ELLA ESTATE	BOPSM	134	12	0.00	0-0	0	0	0	0.00	0.00	Pending		
CTU0017	Leaf	CTC	ELLA ESTATE	BOPSM	135	12	0.00	0-0	0	0	0	0.00	0.00	Pending		
CTU0018	Leaf	CTC	ELLA ESTATE	BOPSM	136	14	0.00	0-0	0	0	0	0.00	0.00	Pending		
CTU0019	Leaf	CTC	ELLA ESTATE	BOPSM	1826	12	0.00	0-0	0	0	0	0.00	0.00	Pending		
CTL0020	Leaf	CTC	ELLA ESTATE	BOPSM	1857	20	0.00	0-0	0	0	0	0.00	0.00	Pending		
CTL0021	Leaf	CTC	ELLA ESTATE	BOPSM	21	17	0.00	0-0	0	0	0	0.00	0.00	Pending		
CTL0022	Leaf	CTC	ELLA ESTATE	BOPSM	47	20	0.00	0-0	0	0	0	0.00	0.00	Pending		

Excel File (.XLS) Open Validate Submit Close

Modifying Offline Bid Entry

1. Log on to **e-Auction Buyer** application.
2. On the **Menu Bar**, click **Pre Auction** and then select **Offline Bid Entry** or Press **CTRL + L**.
3. Buyer module displays the **Offline Bid Entry** Screen as shown below:

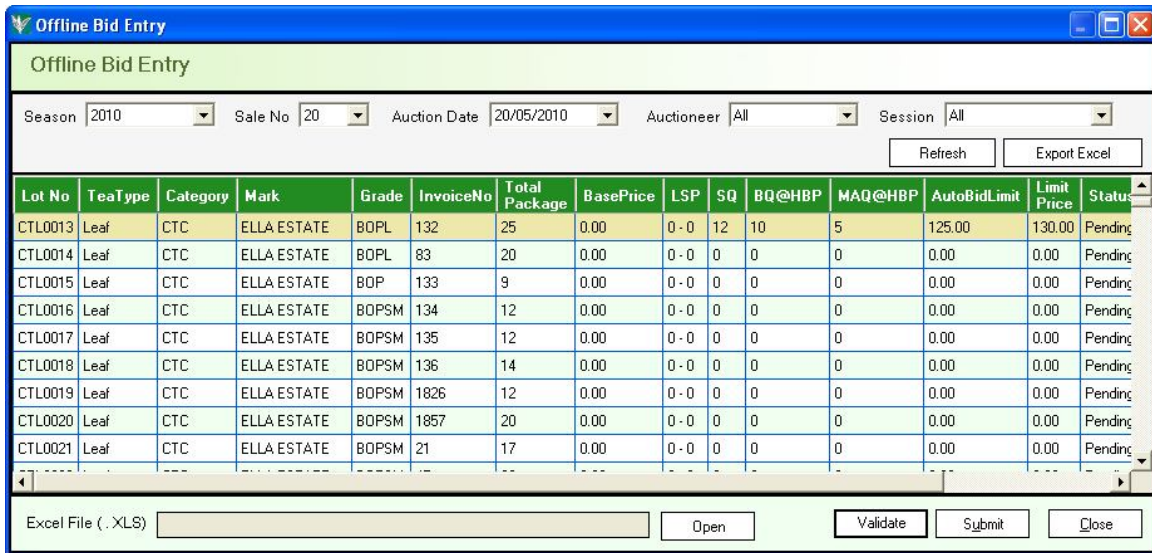
The screenshot shows the 'Offline Bid Entry' application window. At the top, there is a title bar and a header area. Below the header, there are several dropdown menus for filtering: 'Season' (set to 2010), 'Sale No' (set to 20), 'Auction Date' (set to 20/05/2010), 'Auctioneer' (set to All), and 'Session' (set to All). There are 'Refresh' and 'Export Excel' buttons to the right of these filters. Below the filters is a table with the following columns: Lot No, TeaType, Category, Mark, Grade, InvoiceNo, Total Package, BasePrice, and LSP. The table is currently empty. At the bottom of the window, there is an 'Excel File (.XLS)' input field, an 'Open' button, and 'Validate', 'Submit', and 'Close' buttons.

4. Select Season, Sale No, Auction Date, Auctioneer and Session parameters and then click on Refresh button.
5. Buyer module displays the **Offline Bid Entry** Screen as shown below:

The screenshot shows the 'Offline Bid Entry' application window with the table populated with data. The table has the following columns: Lot No, TeaType, Category, Mark, Grade, InvoiceNo, Total Package, BasePrice, LSP, SQ, BQ@HBP, MAQ@HBP, AutoBidLimit, Limit Price, and Status. The data is as follows:

Lot No	TeaType	Category	Mark	Grade	InvoiceNo	Total Package	BasePrice	LSP	SQ	BQ@HBP	MAQ@HBP	AutoBidLimit	Limit Price	Status
CTL0013	Leaf	CTC	ELLA ESTATE	BOPL	132	25	0.00	0-0	12	10	5	125.00	130.00	Pending
CTL0014	Leaf	CTC	ELLA ESTATE	BOPL	83	20	0.00	0-0	0	0	0	0.00	0.00	Pending
CTL0015	Leaf	CTC	ELLA ESTATE	BOP	133	9	0.00	0-0	0	0	0	0.00	0.00	Pending
CTL0016	Leaf	CTC	ELLA ESTATE	BOPSM	134	12	0.00	0-0	0	0	0	0.00	0.00	Pending
CTL0017	Leaf	CTC	ELLA ESTATE	BOPSM	135	12	0.00	0-0	0	0	0	0.00	0.00	Pending
CTL0018	Leaf	CTC	ELLA ESTATE	BOPSM	136	14	0.00	0-0	0	0	0	0.00	0.00	Pending
CTL0019	Leaf	CTC	ELLA ESTATE	BOPSM	1826	12	0.00	0-0	0	0	0	0.00	0.00	Pending
CTL0020	Leaf	CTC	ELLA ESTATE	BOPSM	1857	20	0.00	0-0	0	0	0	0.00	0.00	Pending
CTL0021	Leaf	CTC	ELLA ESTATE	BOPSM	21	17	0.00	0-0	0	0	0	0.00	0.00	Pending

6. To modify the bid manually user can edit the above mentioned fields against each lot.
7. Buyer module displays the **Offline Bid Entry** Screen as shown below:



8. Then click on Validate button, Buyer module displays the **Offline Bid Entry** Screen as shown below:

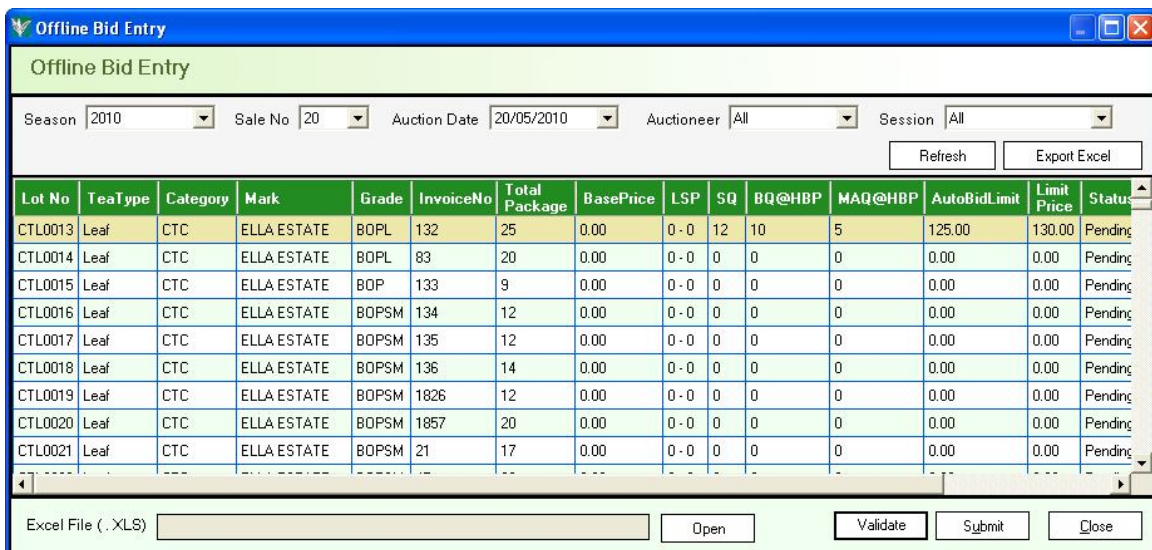


9. Now click on Submit button, Buyer module displays the **Offline Bid Entry** Screen as shown below:

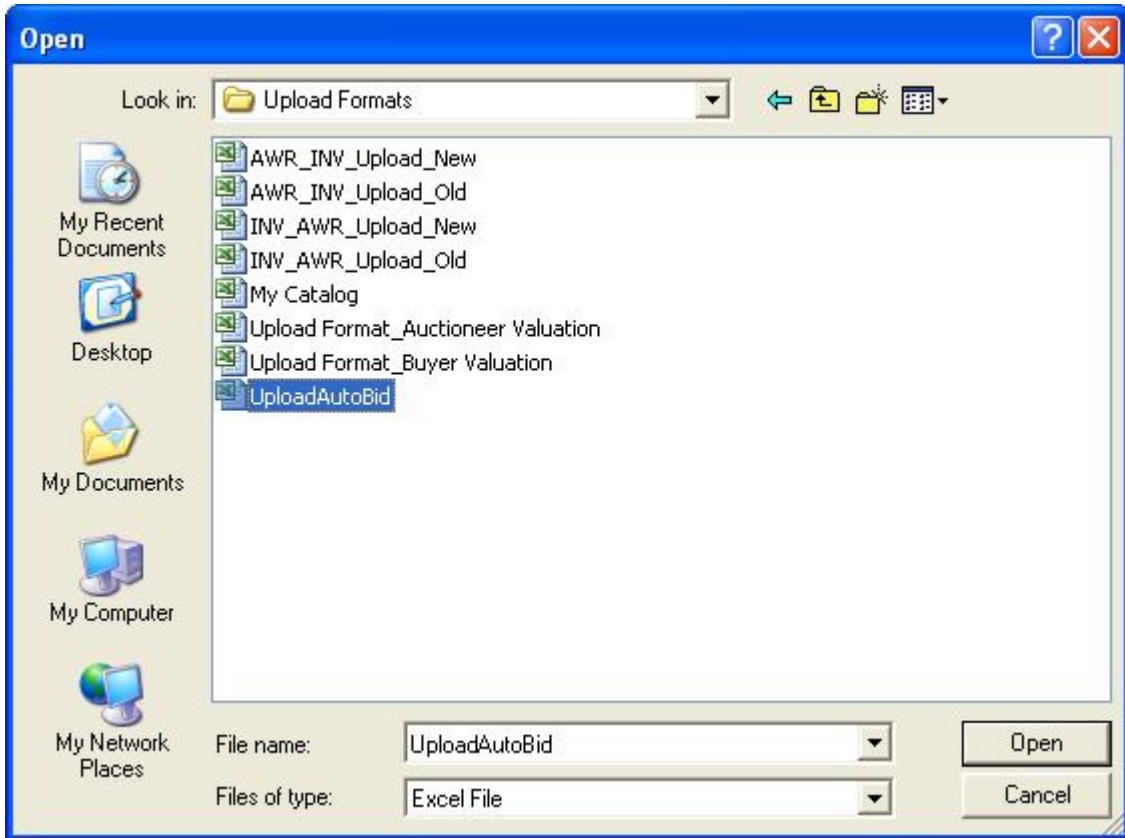


10. To upload the bids user can use the excel file where he needs to enter the details, for above mentioned fields against each lot, against lots available on the screen.

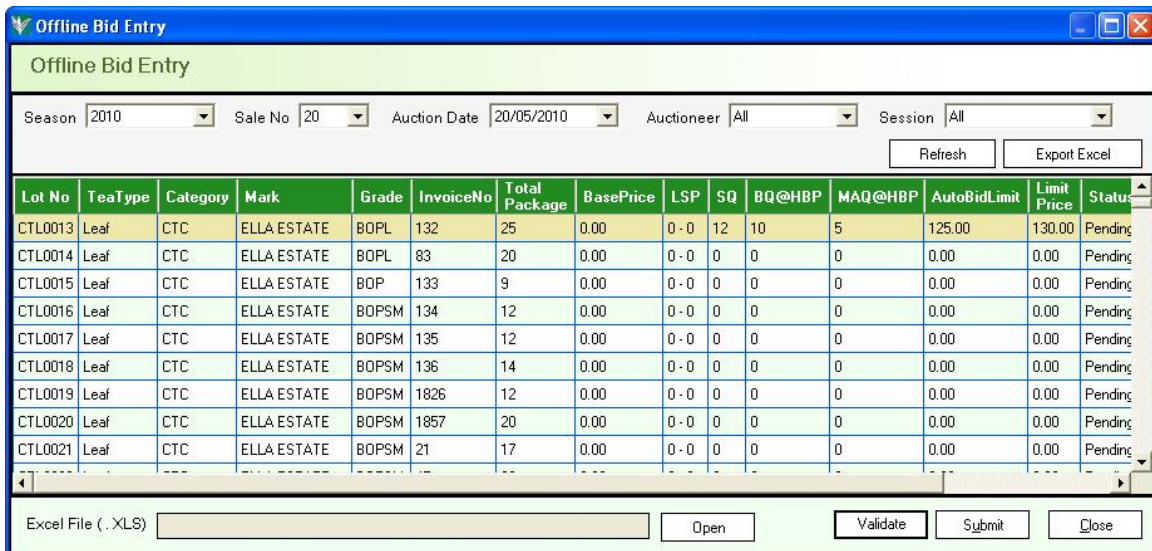
11. Buyer module displays the **Offline Bid Entry** Screen as shown below:



12. Then click on Open button, Buyer module displays the **Offline Bid Entry** Screen as shown below:



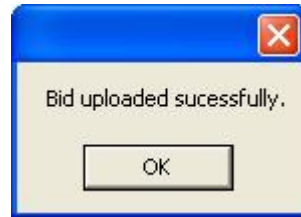
13. Again click on Open button, Buyer module displays the **Offline Bid Entry** Screen as shown below:



14. Then click on Validate button, Buyer module displays the **Offline Bid Entry** Screen as shown below:

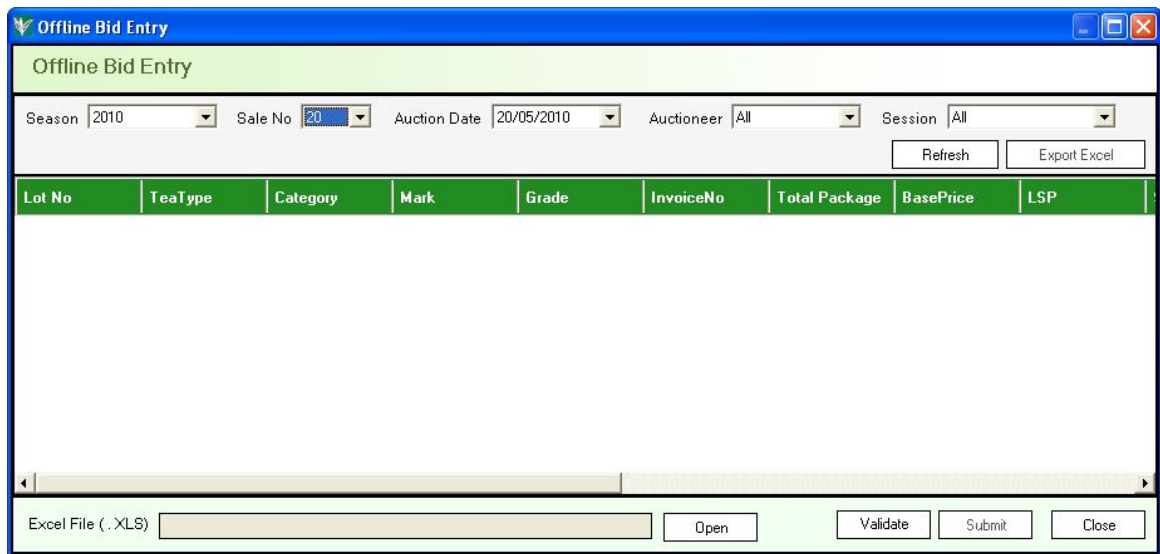


- Now click on Submit button, Buyer module displays the **Offline Bid Entry** Screen as shown below:

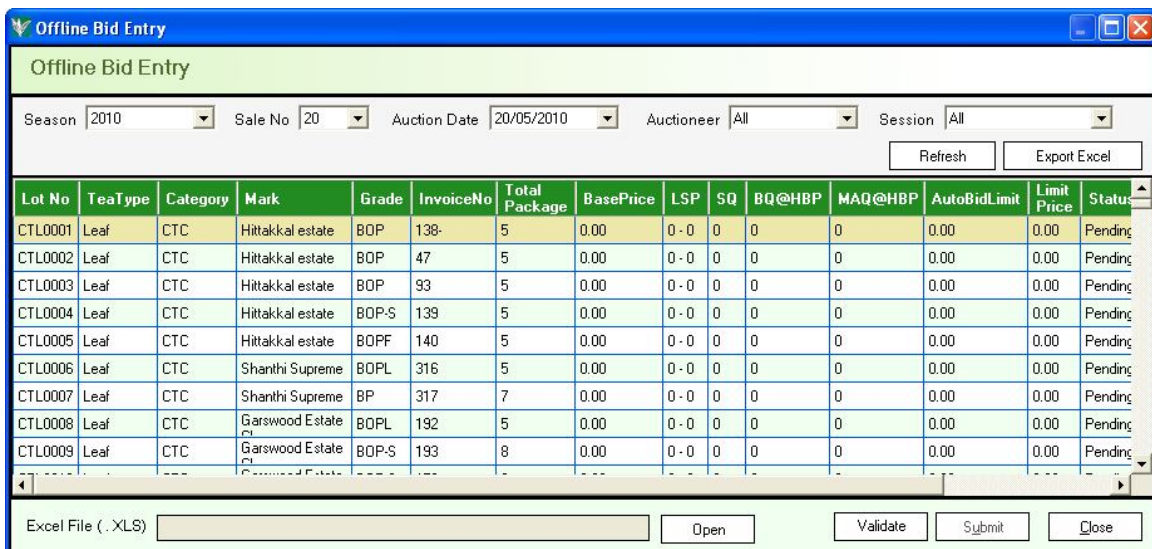


Exporting Offline Bid Entry

- Log on to **e-Auction Buyer** application.
- On the **Menu Bar**, click **Pre Auction** and then select **Offline Bid Entry** or Press **CTRL + L**.
- Buyer module displays the **Offline Bid Entry** Screen as shown below:

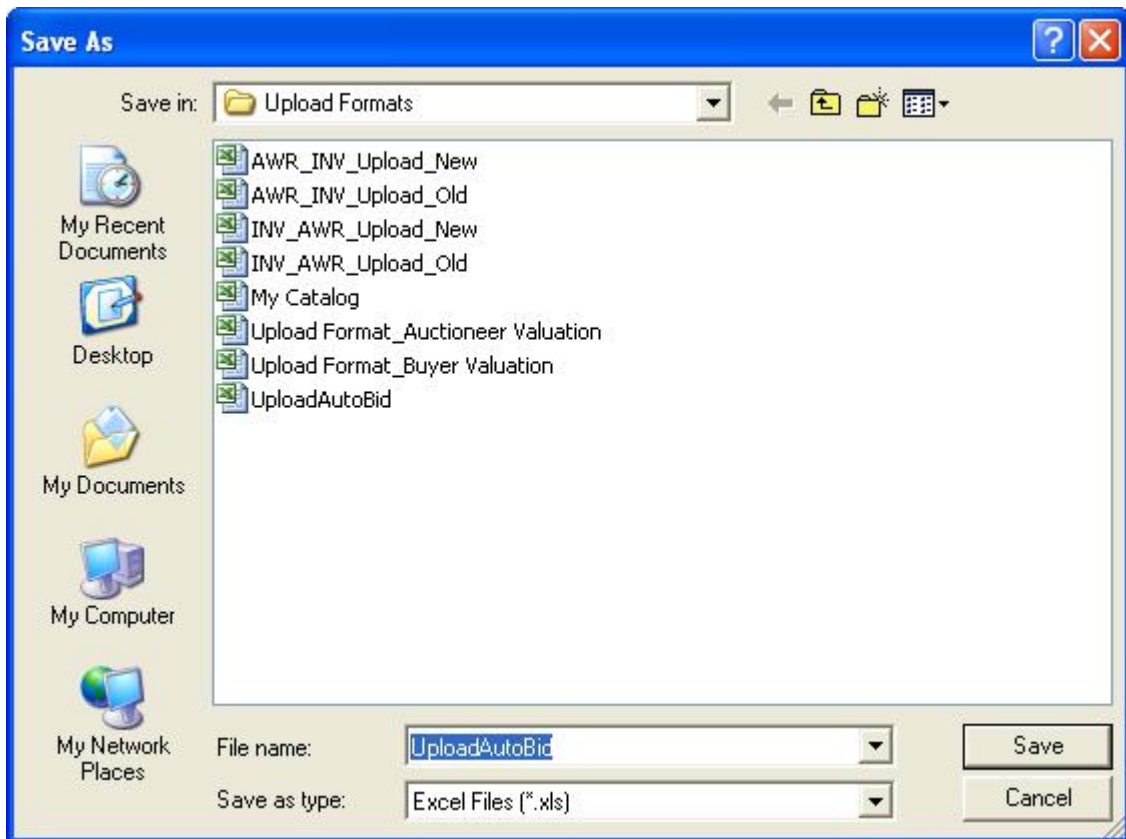


- Select Season, Sale No, Auction Date, Auctioneer and Session parameters and then click on Refresh button.
- Buyer module displays the **Offline Bid Entry** Screen as shown below:

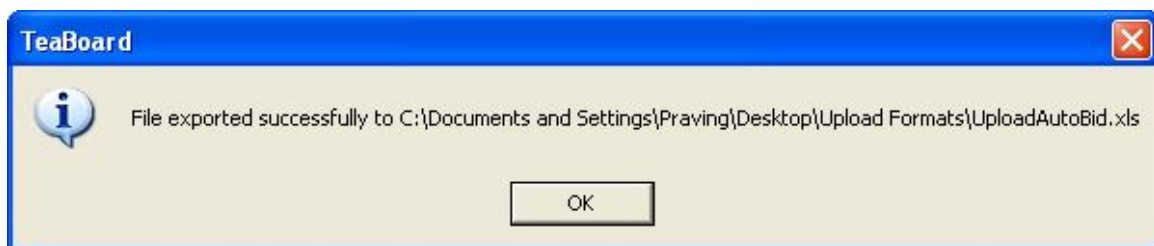


- Enter the appropriate details.

7. Click the **Export** button to export **Offline Bid Entry**.
8. **Buyer module** displays the **Save As** dialogue box as shown in the following figure.



9. Select the location of your choice from the **Desktop** scroll down bar.
10. Type the **File** name.
11. Click on the **Save** button.
12. **Buyer module** displays the message as shown in the following figure.



13. Click **OK** button to export the file.

Group Master

Defining New Groups

The Groups are defined by the Buyer, so that he can create his planner Group Wise.

Only the Group(s) defined here would be visible to the Buyer in his Planner window, against which he can plan for his purchases.

The Groups defined in the Group Master would also populate in the Pre-Auction My Catalog of the Buyer, so that he can divide his lots according to the Groups, as he will be planning on the basis of Group(s) only.

1. Log on to **e-Auction Buyer** application.

2. On the **Menu Bar**, click **Pre Auction** and then select **Group Master** or Press **CTRL + G**.
3. Buyer module displays the **Group Master** Screen as shown below:



4. To add a new Group, click on the Maintenance Tab. The Maintenance tab is shown below.



5. Click on Add to add a new Group.
6. The Screen is shown as shown below.



7. Enter Group Code and Group Name.
8. Press Save.
9. Buyer Module displays the **Record(s) Saved Successfully** as shown in the following figure.



Modifying Groups

1. Log on to **e-Auction Buyer** application.
2. On the **Menu Bar**, click **Pre Auction** and then select **Group Master or Press CTRL + G**.
3. Buyer module displays the **Group Master** Screen as shown below:



4. Go to the Maintenance Tab, and press Modify Button.
5. Modify the fields you want to change and press **Save** Button.
6. Buyer Module displays the **Record(s) Saved Successfully** as shown in the following figure.

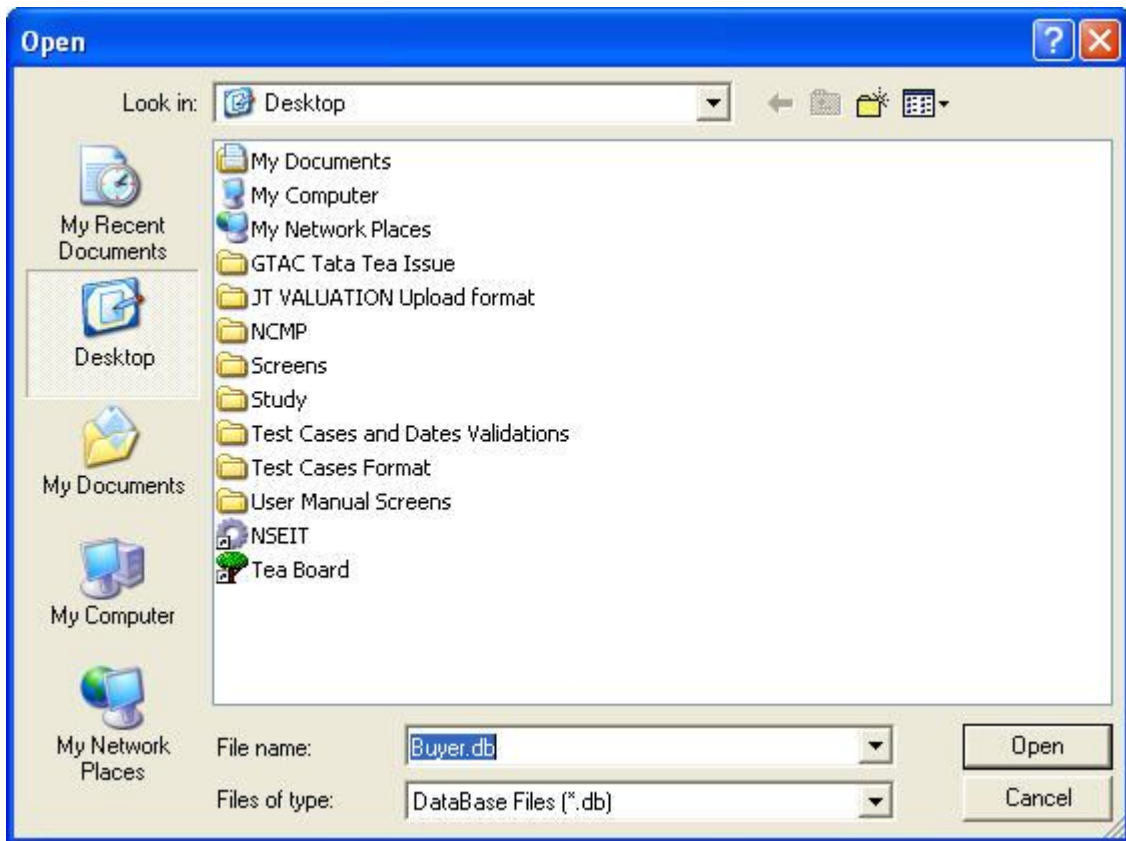


Moving Data

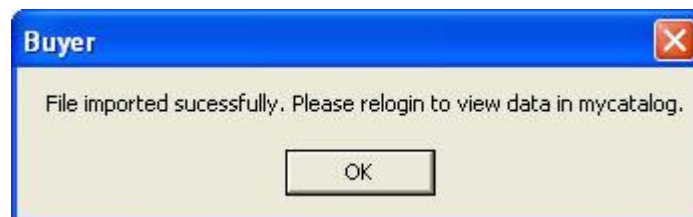
Importing Local Data

The Buyer's Planner, Group Master and My Catalog are stored in the local machine. This feature allows you to import the local data into the application. It is useful when the buyer does not use the same terminal all the time. The data can be exported from one terminal and imported into another.

1. Log on to **e-Auction Buyer** application.
2. On the menu bar, click **Miscellaneous** and then select **Import Data** or press **F9**.
3. **Buyer module** displays the **Open Dialogue box** as shown in the following figure.



4. Type the **File Name** or click **Open** to locate the file to be imported.
5. **Buyer module** displays the **File Imported Successfully** message as shown in the following figure.



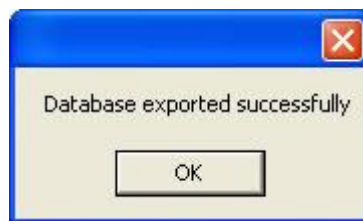
6. Kindly re-login to see the effective changes.

Exporting Local Data

1. Log on to **e-Auction Buyer** application.
2. On the menu bar, click **Miscellaneous** and then select **Export Data** or press **F10**.
3. **Buyer module** displays the **Browse for Folder** screen as shown in the following figure.



4. Locate the path and click **OK**.
5. **Buyer module** displays the **File Exported Successfully** message as shown in the following figure.



Auction

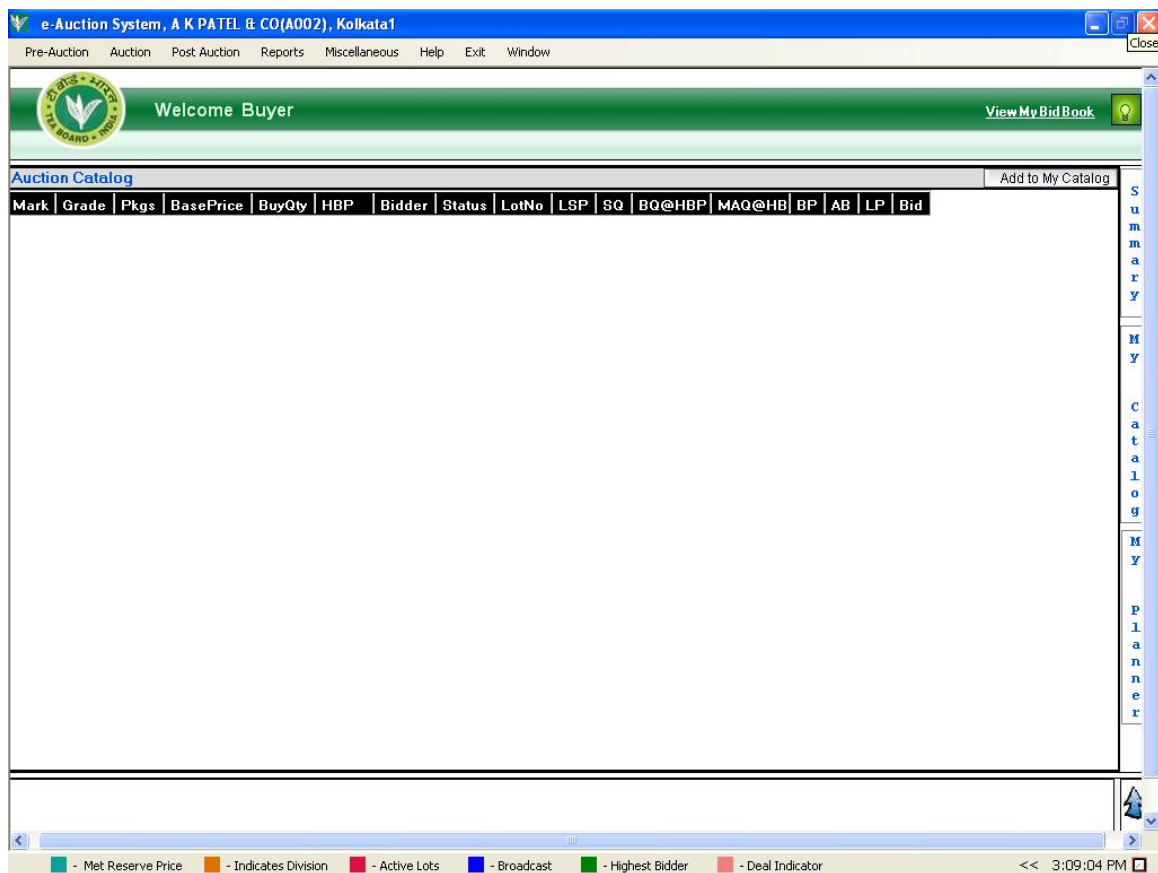
In the **Auction** Process, the Buyer can view and place bids on all the lots available for bidding during that session, view their bid book and market summary as well summary of tea sold.

Auction Process

On the auction date as soon as the session starts, the buyer would be able to view auction Catalog details for that session as shown in the screen below.

The session process is explained in detail below:

1. Initially for each session there would be a certain time available called as Minimum Bidding Time (MBT) where buyer's can only place bids and none of the lots shall be knocked down during that period.
2. After completion of MBT, certain number of lots (as configured by TAO) shall be identified as active that are highlighted in red color time duration (as configured by TAO).The timer for the active lots shall also be visible on the top of the screen.
3. At the end of the time duration of active lots, those lots shall be knocked down and new set of active lots shall be identified and highlighted.
4. This process shall continue till the end of the session. At the end, all the lots shall be either sold or unsold.



About Season

Season describes the year for which the Sale Program is being defined.

About Sale No

This feature helps buyer to uniquely identify the sale program.

About Auction Date

This feature displays the Auction date for a particular sale program.

About Session Time

The session time displays the total session time defined for the current active Session or the next session (if no session is currently active).

MBT / Active Lot Timer

The MBT Timer would show the time remaining for the MBT to get over. Once the MBT gets over, the Active Lot Timer starts, displaying the time for which the current Active Lots would be available for bidding before knockdown.

The Active Lots Timer resets to the Active Lot Duration on identification of a new Active Cycle.

Session Time Timer

The Session Time Timer informs the buyer, the time duration for which the current session is active.

As soon as the Session timer reaches 00:00, the session gets over.

Session warm-up Notification

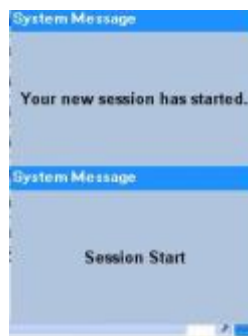
This message gets displayed 4 minutes prior to the starting of the session.

This is the time at which all the offline bids related to the session gets triggered and further entry of offline bids for that session is restricted.



Session Start

This is the system message displayed when session starts as shown in the following figure.



MBT (Minimum Bidding Time) Notification

This message gets displayed when minimum bidding time gets over as shown in the following screen.



Placing Bids

Buyers can place bids using Auction Catalog and My Catalog. Lots on which Bids are placed from the Auction Catalog shall automatically be added in to My Catalog.

Bid Parameters

The list of the bid parameters is as follows:

1. SQ (Share Quantity): If the buyer is the highest bidder then he can decide that how much quantity he would like to share with other buyers for the same price.
2. BQ@HBP (Bid Quantity at Highest Bid Price): If the buyer is not the highest bidder then he can decide how much quantity he wants to buy at highest bid price.
3. MAQ (Minimum Acceptable Quantity): This is the minimum acceptable quantity; the buyer is willing to take from the highest bidder. This check is applicable on Buy Qty @ HBP.
4. BP (Bid Price): This is the bid price entered by the buyer.
5. AB (Auto Bid): This is the max price limit up to which buyer's bid shall automatically be increased by the system in case there are two or more buyers competing for a lot.

LP (Limit Price): This is the max price up to which buyer can get the share if he is not highest bidder. But in case HBP goes beyond this price system will not consider his bid for knock down purpose. If buyer had not set the LP, i.e. LP is zero, and he is asking for a share system will allocate the lot to him, if eligible, irrespective of HBP.

Placing Bids Using Auction Catalog

1. Log on to **e-Auction Buyer application**.
2. **Buyer module** displays the **Auction Catalog** screen as shown in the following figure.

The screenshot shows the 'e-Auction System, A.V. THOMAS & CO LTD(AVT001), Coonoor' interface. The main window displays the 'Auction Catalog' with a table of active lots. The table columns are: Mark, Grade, Pkgs, BaseP, BuyQty, HBP, Bidder, Status, LotNo, LSP, SQ, BQ@HBP, MAQ@HBP, BP, AB, LP, and Bid. The first row shows a lot for 'BHARA...' with a grade of 'SBOP', 6 packages, a base price of 50, and a bid price of 50.00. The status is 'Pending' and the lot number is 'PT0159'. The table continues with many other lots, including 'BEEKA...' and 'MANIKAL...'. At the bottom of the window, there is a legend with colored squares: green for 'Met Reserve Price', orange for 'Indicates Division', red for 'Active Lots', blue for 'Broadcast', dark green for 'Highest Bidder', and pink for 'Deal Indicator'. The system clock shows 3:51:26 PM.

Field	Default Value	Validation	Description
SQ	0	Cannot be more than (Total Packages –	Enter the appropriate share quantity details

		<p>Minimum No. of Packages required for Bidding)</p> <ul style="list-style-type: none"> ➤ Can be allowed to reduce upto Minimum Number of Packages ➤ SQ cannot be reduced during Active Lots & Buyer will be prompted for the same. 	<p>in this text box.</p> <ul style="list-style-type: none"> ➤ This field is non-mandatory.
BQ@HBP	➤ 0	<ul style="list-style-type: none"> ➤ Has to be between the Minimum No. of Packages required for bidding and total no. of Packages. ➤ Can be allowed to reduce upto Minimum Number of Packages 	<ul style="list-style-type: none"> ➤ Enter the buy quantity at highest bid price details in this text box. ➤ This field is non-mandatory.
MAQ@HBP	➤ 0	<ul style="list-style-type: none"> ➤ Cannot be more than BQ@HBP and less than the minimum no. of Packages required for bidding. 	<ul style="list-style-type: none"> ➤ Enter the minimum acceptable quantity in this text box. ➤ If BQ@HBP is entered than the MAQ automatically, sets to the Minimum no. of Packages required for Bidding.
BP	➤ The current HBP or the Base Price if no bid has came for that lot.	<ul style="list-style-type: none"> ➤ Cannot be less than the Base Price. ➤ Cannot be more than 999.99 except Category "Darjeeling" ➤ Bid Price in Decimals i.e. "25.50" will not be accepted if Uniform tick Size is enabled 	<ul style="list-style-type: none"> ➤ Enter the bid price in this text box. If no one has bid for a lot, BP shall by default display the Base Price else the HBP for that lot.
AB	➤ 0	<ul style="list-style-type: none"> ➤ If entered less than Bid Price, registered as 0. ➤ Cannot be more than 999.99 except Category "Darjeeling" ➤ Auto Bid Price in Decimals i.e. "25.50" will not be accepted if Uniform tick Size is enabled 	<ul style="list-style-type: none"> ➤ Enter the auto bid price in this text box. ➤ It should always be more than BP. Buyer can enter a bid price greater than the auto bid limit in which case, the AB would be reset to zero. ➤ This field is non-mandatory.
LP	➤ 0	<ul style="list-style-type: none"> ➤ If entered less than Bid/Auto Bid Price, registered as Bid/Auto Bid Price. ➤ Cannot be more than 999.99 except Category "Darjeeling" ➤ Auto Bid Price in 	<ul style="list-style-type: none"> ➤ Enter the Limit Price in this text box. ➤ It should always be more than or equal to BP or AB. Buyer can enter a limit price lesser than the bid or auto bid price in which

		<p>Decimals i.e. "25.50" will not be accepted if Uniform tick Size is enabled</p> <ul style="list-style-type: none"> ➤ If Limit Price entered is less than Bid/Auto-bid Price, the Buyer will be prompted to confirm. 	<p>case, the LP would be reset to AB.</p> <ul style="list-style-type: none"> ➤ This field is non-mandatory. ➤ Enter Limit Price less than Bid Price & Click 'Yes' on Message Box prompted ➤ Bid will be Registered at Bid Price & LP will be set Equal to Bid Price ➤ Enter Limit Price less than Bid Price & Click 'No' on Message Box prompted ➤ Bid will not be Registered
--	--	--	--

3. Enter the appropriate details.
4. Click the **Bid** button top place the bid details.

Note: The Buyer can use TAB button to move on to different rows or columns and can directly enter values in the Bid Parameters columns. To increase or decrease the price by tick using arrow key in the key board, first place the cursor on that cell and then press **F2** to edit that cell.

Placing Bids Using My Catalog

1. Log on to **e-Auction Buyer application**.
2. **Buyer module** displays the **Auction Catalog** screen as shown in the following figure.

The screenshot displays the 'e-Auction System, A.V. THOMAS & CO LTD(AVT001), Coonoor' interface. The main window shows the 'Auction Catalog' with the following data:

Mark	Grade	Pkgs	BaseP	BuyQty	HBP	Bidder	Status	LotNo	LSP	SQ	BQ@HBP	MAQ@HBP	BP	AB	LP	Bid
BHARA...	SBOP	6	50	6	50.00		Pending	PT0159	.00 - .00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	SBOP	20	50				Pending	PT0160	59.00 - 62.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	SBOP	20	50				Pending	PT0161	59.00 - 62.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BOP	20	50				Pending	PT0162	63.00 - 65.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BOP	20	50				Pending	PT0163	63.00 - 65.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BOP-S	20	50				Pending	PT0164	61.00 - 66.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BOP-S	20	50				Pending	PT0165	61.00 - 66.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BP	20	50				Pending	PT0166	58.00 - 60.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BP	20	50				Pending	PT0167	58.00 - 60.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BOPF	20	50				Pending	PT0168	58.00 - 58.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BOPF	20	50				Pending	PT0169	58.00 - 58.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BOPF	20	50				Pending	PT0170	58.00 - 58.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BOPF	20	50				Pending	PT0171	58.00 - 58.00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	SBOP	20	50				Pending	PT0172	.00 - .00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	SBOP	20	50				Pending	PT0173	.00 - .00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	SBOP	20	50				Pending	PT0174	.00 - .00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	SBOP	20	50				Pending	PT0175	.00 - .00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	SBOP	24	50				Pending	PT0176	.00 - .00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	SBOP	20	50				Pending	PT0177	.00 - .00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	BOP	14	50				Pending	PT0178	57.00 - 57.00	0	0	0	50.00	0.00	0.00	Bid

Below the table, a confirmation message reads: "Bid confirmation : For LotNo - PT0159, ServerBidNo - 2010051200011194, BidPrice - 50.00 At - 13/05/2010 3:51:21 PM".

The interface also includes a legend at the bottom with the following items:

- Met Reserve Price
- Indicates Division
- Active Lots
- Broadcast
- Highest Bidder
- Deal Indicator

3. **Buyer module** displays the **Auction Catalog** along with the **My Catalog** screen as shown in the following figure.

The screenshot shows the e-Auction System interface for A.V. THOMAS & CO LTD (AVT001) in Coonoor. The top navigation bar includes 'Pre-Auction', 'Auction', 'Post Auction', 'Reports', 'Miscellaneous', 'Help', 'Exit', and 'Window'. The main header displays 'Welcome Buyer', 'Active Lots: 00:01:26', 'Session time remaining: 00:17:25', and 'View My Bid Book'. Below this, the 'Auction Catalog' and 'My Catalog (F1)' sections are visible. The 'Auction Catalog' table lists various lots with columns for Mark, Grade, Pkgs, BaseP, BuyQty, HBP, Bidder, Status, LotNo, LSP, SQ, BQ@HBP, MAQ@HBP, BP, AB, LP, and Bid. The 'My Catalog' table lists items with columns for Pkgs, BasePrice, BuyQty, HBP, Bidder, Associate, Status, LSP, SQ, BQ@HBP, MAQ@HE, BP, AB, LP, and Bid. A bid confirmation message is shown at the bottom: 'Bid confirmation : For LotNo - PT0156, ServerBidNo - 2010051200011195, BidPrice - 50.00 At - 13/05/2010 3:53:24 PM'. A legend at the bottom identifies color indicators: Met Reserve Price (green), Indicates Division (orange), Active Lots (red), Broadcast (blue), Highest Bidder (green), and Deal Indicator (red).

4. Enter the appropriate details.
5. Click the **Bid** button to place the bid details.

Division Quantity

The Buyer's Auction Catalog and My Catalog will contain an additional column which will be called as "DQ" (Division Quantity). The validations related to DQ are as mentioned below:

1. It will be placed, by default, after the column Bidder; but user can interchange the position as per his convenience.
2. Default value will be displayed as zero under that column heading.
3. When user can get the share, value will be updated for Active Lots only.
4. This field will be updated irrespective of who is bidder, which means if main bidder bids on a lot Division Qty. will be displayed to associate on immediate basis and vice versa.

Color Indicators

The Buyer module contains several colors to indicate various states of lots during the auction.

These colors are signified as follows:

1. RED: The lots with Red background are **Active Lots**. These lots would be either sold or unsold at the end of the Active Lots Cycle.
A screen shot depicting the above is attached below:

e-Auction System, A.V. THOMAS & CO LTD(AVT001), Coonoor

Pre-Auction Auction Post Auction Reports Miscellaneous Help Exit Window

Welcome Buyer Active Lots : 00:00:20 Session time remaining : 00:16:18 View My Bid Book

Season: 2010 Sale No : 19 Auction Date: 13/05/2010 Session Time: 1:56 PM-4:11 PM

Auction Catalog Add to My Catalog

Mark	Grade	Pkgs	BaseP	BuyQty	HBP	Bidder	Status	LotNo	LSP	SQ	BQ@HBP	MAQ@HBP	BP	AB	LP	Bid
MANIKAL	BOP-S	20	50				Active	PT0186	57.00 - 57.00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	BOP-S	14	50				Active	PT0187	57.00 - 57.00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	BP	10	50				Active	PT0188	57.00 - 58.00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	BP	20	50				Active	PT0189	57.00 - 58.00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	BP	20	50				Active	PT0190	57.00 - 58.00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	BP	20	50				Active	PT0191	57.00 - 58.00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	BP	23	50				Active	PT0192	57.00 - 58.00	0	0	0	50.00	0.00	0.00	Bid

My Catalog (F1) Remove Save Valuation Enable Sorting

Pkgs	BasePrice	BuyQty	HBP	Bidder	Associate	Status	LSP	SQ	BQ@HBP	MAQ@HE	BP	AB	LP	Bid
10	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid
14	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid
20	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid
14	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid
14	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid
11	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid
20	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid
14	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid
13	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid
23	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid

Bid confirmation : For LotNo - PT0156, ServerBidNo - 2010051200011195, BidPrice - 50.00 At - 13/05/2010 3:53:24 PM

Legend: Met Reserve Price, Indicates Division, Active Lots, Broadcast, Highest Bidder, Deal Indicator

3:54:42 PM

2. GREEN: The Lots having the broadcast (BQ and HBP) in Green color signifies that the Buyer is the highest bidder for that Lot.
An example of the above is shown below:

e-Auction System, A.V. THOMAS & CO LTD(AVT001), Coonoor

Pre-Auction Auction Post Auction Reports Miscellaneous Help Exit Window

Welcome Buyer Active Lots : 00:01:13 Session time remaining : 00:15:11 View My Bid Book

Season: 2010 Sale No : 19 Auction Date: 13/05/2010 Session Time: 1:56 PM-4:11 PM

Auction Catalog Add to My Catalog

Mark	Grade	Pkgs	BaseP	BuyQty	HBP	Bidder	Status	LotNo	LSP	SQ	BQ@HBP	MAQ@HBP	BP	AB	LP	Bid
BEEKA...	BOP	20	50	20	50.00		Pending	PT0162	63.00 - 65.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BOP	20	50	20	50.00		Pending	PT0163	63.00 - 65.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BOP-S	20	50	20	50.00		Pending	PT0164	61.00 - 66.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BOP-S	20	50	20	50.00		Pending	PT0165	61.00 - 66.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BP	20	50	20	50.00		Pending	PT0166	58.00 - 60.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BP	20	50	20	50.00		Pending	PT0167	58.00 - 60.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BOPF	20	50	20	50.00		Pending	PT0168	58.00 - 58.00	0	0	0	50.00	0.00	0.00	Bid

My Catalog (F1) Remove Save Valuation Enable Sorting

Pkgs	BasePrice	BuyQty	HBP	Bidder	Associate	Status	LSP	SQ	BQ@HBP	MAQ@HE	BP	AB	LP	Bid
20	50	20	50.00		AVT001	Pendi...	58.00 - ...	0	0	0	50.00	0.00	0.00	Bid
20	50	20	50.00		AVT001	Pendi...	58.00 - ...	0	0	0	50.00	0.00	0.00	Bid
20	50	20	50.00		AVT001	Pendi...	58.00 - ...	0	0	0	50.00	0.00	0.00	Bid
20	50	20	50.00		AVT001	Pendi...	61.00 - ...	0	0	0	50.00	0.00	0.00	Bid
20	50	20	50.00		AVT001	Pendi...	61.00 - ...	0	0	0	50.00	0.00	0.00	Bid
20	50	20	50.00		AVT001	Pendi...	63.00 - ...	0	0	0	50.00	0.00	0.00	Bid
20	50					Pendi...	59.00 - ...	0	0	0	50.00	0.00	0.00	Bid
20	50					Pendi...	59.00 - ...	0	0	0	50.00	0.00	0.00	Bid
20	50					Pendi...	59.00 - ...	0	0	0	50.00	0.00	0.00	Bid

Bid confirmation : For LotNo - PT0168, ServerBidNo - 2010051200011202, BidPrice - 50.00 At - 13/05/2010 3:55:45 PM

Legend: Met Reserve Price, Indicates Division, Active Lots, Broadcast, Highest Bidder, Deal Indicator

3:55:48 PM

3. BLUE: The Lots having the broadcast (BQ and HBP) in Blue color indicates that the lot contains bids and the Buyer is not the highest bidder for that lot. An example of the above is shown below:

The screenshot shows the 'e-Auction System, A. TOSH & SONS LTD., (ATO001), Coonoor' interface. The top navigation bar includes 'Pre-Auction', 'Auction', 'Post Auction', 'Reports', 'Miscellaneous', 'Help', 'Exit', and 'Window'. A green banner displays 'Welcome Buyer', 'Active Lots: 00:00:48', 'Session time remaining: 00:12:46', and 'View My Bid Book'. Below this, a status bar shows 'Season: 2010', 'Sale No: 19', 'Auction Date: 13/05/2010', and 'Session Time: 1:56 PM-4:11 PM'.

The main section is titled 'Auction Catalog' and contains a table with the following columns: Mark, Grade, Pkgs, BaseP, BuyQty, HBP, Bidder, Status, LotNo, LSP, SQ, BQ@HBP, MAQ@HBP, BP, AB, LP, and Bid. The table lists several active lots, including ROYAL... BOPF, ROYAL... BP, BEEKA... SBOP, and MANIKAL BOPF. The 'BuyQty' and 'HBP' columns for these lots are highlighted in blue, indicating broadcast status.

Below the Auction Catalog is a 'My Catalog (F1)' section with a table containing columns: LotNo, Type, Ctgy, Mark, Grade, Pkgs, BasePrice, BuyQty, HBP, Bidder, Associate, Status, LSP, SQ, BQ@HBP, MAQ@HE. It lists three lots: PT0158, PT0157, and PT0155.

At the bottom of the window, a legend identifies the colors used in the interface:

- Green square: - Met Reserve Price
- Orange square: - Indicates Division
- Red square: - Active Lots
- Blue square: - Broadcast
- Green square: - Highest Bidder
- Red square: - Deal Indicator

4. ORANGE: The Lots having the broadcast (BQ and HBP) in Orange color indicates that the Buyer is getting a share from the highest bidder for that Lot(s). This indicator is visible only for the Active Lots. The screen shot is attached below:

e-Auction System, A.V. THOMAS & CO LTD(AVT001), Coonoor

Welcome Buyer Active Lots: 00:00:49 Session time remaining: 00:10:47 View My Bid Book

Season: 2010 Sale No: 19 Auction Date: 13/05/2010 Session Time: 1:56 PM-4:11 PM

Auction Catalog

Mark	Grade	Pkgs	BaseP	BuyQty	HBP	Bidder	Status	LotNo	LSP	SQ	BQ@HBP	MAQ@HBP	BP	AB	LP	Bid
ROYAL...	BOPF	20	50	10	100...		Active	PT0151	.00 - .00	0	10	5	100.00	0.00	0.00	Bid
ROYAL...	BOPF	20	50	10	100...		Active	PT0152	.00 - .00	0	10	5	100.00	0.00	0.00	Bid
ROYAL...	BOPF	20	50	10	100...		Active	PT0153	.00 - .00	0	10	5	100.00	0.00	0.00	Bid
ROYAL...	BOPF	20	50	10	100...		Active	PT0154	.00 - .00	0	10	0	100.00	0.00	0.00	Bid
ROYAL...	BOP-S	20	50	20	50.00		Active	PT0145	65.00 - 65.00	0	0	0	50.00	0.00	0.00	Bid
Nilgiri...	BP	19	50				Pending	PT0282	56.00 - 59.00	0	0	0	50.00	0.00	0.00	Bid
Nilgiri...	BP	11	50				Pending	PT0283	56.00 - 59.00	0	0	0	50.00	0.00	0.00	Bid

My Catalog (F1)

LotNo	Type	Ctgy	Mark	Grade	Pkgs	BasePrice	BuyQty	HBP	Bidder	Associate	Status	LSP	SQ	BQ@HBP	MAQ@H
PT0151	LEAF	CTC	ROYA...	BOPF	20	50	10	100.00		AVT001	Active	.00 - .00	0	10	5
PT0152	LEAF	CTC	ROYA...	BOPF	20	50	10	100.00		AVT001	Active	.00 - .00	0	10	5
PT0153	LEAF	CTC	ROYA...	BOPF	20	50	10	100.00		AVT001	Active	.00 - .00	0	10	5
PT0154	LEAF	CTC	ROYA...	BOPF	20	50	10	100.00		AVT001	Active	.00 - .00	0	0	0
PT0145	LEAF	CTC	ROYA...	BOP-S	20	50	20	50.00		AVT001	Active	65.00 - ...	0	0	0
PT0150	LEAF	CTC	ROYA...	BOPF	20	68	20	68.00	A.V. THOMAS ...	AVT001	Sold	.00 - .00	0	0	0
PT0155	LEAF	CTC	ROYA...	BOPF	20	50	20	50.00	A.V. THOMAS ...	AVT001	Sold	.00 - .00	0	0	0
PT0156	LEAF	CTC	ROYA...	BOPL	20	50	20	50.00	A.V. THOMAS ...	AVT001	Sold	.00 - .00	0	0	0
PT0157	LEAF	CTC	ROYA...	BP	20	50	20	50.00	A.V. THOMAS ...	AVT001	Sold	59.00 - ...	0	0	0
PT0158	LEAF	CTC	ROYA...	BP	20	50	20	50.00	A.V. THOMAS ...	AVT001	Sold	59.00 - ...	0	0	0
PT0159	LEAF	CTC	BH&B...	SBOP	6	50	6	50.00	A.V. THOMAS ...	AVT001	Sold	.00 - .00	0	0	0

Bid confirmation : For LotNo - PT0153, ServerBidNo - 2010051200011222, BidPrice - 100.00 At - 13/05/2010 4:00:03 PM

Legend: - Met Reserve Price (Green), - Indicates Division (Orange), - Active Lots (Red), - Broadcast (Blue), - Highest Bidder (Green), - Deal Indicator (Red)

5. TURQUOISE: The Lots having the Status column highlighted in the Turquoise color indicates that the Lot has met or exceeded the Reserve Price and will be sold after the Active Cycle gets over. This indicator is visible only for the Active Lots. An example of the above is depicted below in the Screenshot:

e-Auction System, A.V. THOMAS & CO LTD(AVT001), Coonoor

Welcome Buyer Active Lots: 00:00:49 Session time remaining: 00:10:47 View My Bid Book

Season: 2010 Sale No: 19 Auction Date: 13/05/2010 Session Time: 1:56 PM-4:11 PM

Auction Catalog

Mark	Grade	Pkgs	BaseP	BuyQty	HBP	Bidder	Status	LotNo	LSP	SQ	BQ@HBP	MAQ@HBP	BP	AB	LP	Bid
ROYAL...	BOPF	20	50	10	100...		Active	PT0151	.00 - .00	0	10	5	100.00	0.00	0.00	Bid
ROYAL...	BOPF	20	50	10	100...		Active	PT0152	.00 - .00	0	10	5	100.00	0.00	0.00	Bid
ROYAL...	BOPF	20	50	10	100...		Active	PT0153	.00 - .00	0	10	5	100.00	0.00	0.00	Bid
ROYAL...	BOPF	20	50	10	100...		Active	PT0154	.00 - .00	0	10	0	100.00	0.00	0.00	Bid
ROYAL...	BOP-S	20	50	20	50.00		Active	PT0145	65.00 - 65.00	0	0	0	50.00	0.00	0.00	Bid
Nilgiri...	BP	19	50				Pending	PT0282	56.00 - 59.00	0	0	0	50.00	0.00	0.00	Bid
Nilgiri...	BP	11	50				Pending	PT0283	56.00 - 59.00	0	0	0	50.00	0.00	0.00	Bid

My Catalog (F1)

LotNo	Type	Ctgy	Mark	Grade	Pkgs	BasePrice	BuyQty	HBP	Bidder	Associate	Status	LSP	SQ	BQ@HBP	MAQ@H
PT0151	LEAF	CTC	ROYA...	BOPF	20	50	10	100.00		AVT001	Active	.00 - .00	0	10	5
PT0152	LEAF	CTC	ROYA...	BOPF	20	50	10	100.00		AVT001	Active	.00 - .00	0	10	5
PT0153	LEAF	CTC	ROYA...	BOPF	20	50	10	100.00		AVT001	Active	.00 - .00	0	10	5
PT0154	LEAF	CTC	ROYA...	BOPF	20	50	10	100.00		AVT001	Active	.00 - .00	0	0	0
PT0145	LEAF	CTC	ROYA...	BOP-S	20	50	20	50.00		AVT001	Active	65.00 - ...	0	0	0
PT0150	LEAF	CTC	ROYA...	BOPF	20	68	20	68.00	A.V. THOMAS ...	AVT001	Sold	.00 - .00	0	0	0
PT0155	LEAF	CTC	ROYA...	BOPF	20	50	20	50.00	A.V. THOMAS ...	AVT001	Sold	.00 - .00	0	0	0
PT0156	LEAF	CTC	ROYA...	BOPL	20	50	20	50.00	A.V. THOMAS ...	AVT001	Sold	.00 - .00	0	0	0
PT0157	LEAF	CTC	ROYA...	BP	20	50	20	50.00	A.V. THOMAS ...	AVT001	Sold	59.00 - ...	0	0	0
PT0158	LEAF	CTC	ROYA...	BP	20	50	20	50.00	A.V. THOMAS ...	AVT001	Sold	59.00 - ...	0	0	0
PT0159	LEAF	CTC	BH&B...	SBOP	6	50	6	50.00	A.V. THOMAS ...	AVT001	Sold	.00 - .00	0	0	0

Bid confirmation : For LotNo - PT0153, ServerBidNo - 2010051200011222, BidPrice - 100.00 At - 13/05/2010 4:00:03 PM

Legend: - Met Reserve Price (Green), - Indicates Division (Orange), - Active Lots (Red), - Broadcast (Blue), - Highest Bidder (Green), - Deal Indicator (Red)

6. Light Coral: The Lots having the Lot No column highlighted in the Light Coral color indicates that the Lot has been knockdown in his favor. This indicator is visible only for the Sold Lots and to that particular buyer and will be visible only in buyer's My Catalog. An example of the above is depicted below in the Screenshot:

The screenshot displays the 'e-Auction System, A.V. THOMAS & CO LTD(AVT001), Coonoor' interface. It shows the 'Auction Catalog' and 'My Catalog (F1)' sections. The 'Auction Catalog' table lists various lots with columns for Mark, Grade, Pkgs, BaseP, BuyQty, HBP, Bidder, Status, LotNo, LSP, SQ, BQ@HBP, MAQ@HBP, BP, AB, LP, and Bid. The 'My Catalog' table lists the same lots with columns for LotNo, Type, Ctgry, Mark, Grade, Pkgs, BasePrice, BuyQty, HBP, Bidder, Associate, Status, LSP, SQ, BQ@HBP, and MAQ@H. A legend at the bottom identifies colors: light blue for Met Reserve Price, orange for Indicates Division, red for Active Lots, blue for Broadcast, green for Highest Bidder, and pink for Deal Indicator.

The legend is also placed in the Buyer's Module at the bottom of the screen. The screen shot is as attached below:



Display of Reserve Price

The Auction and My Catalog will contain a column which will show the Reserve Price, for the lots having their HBP below x% of the RP. This feature will be Auction Centre specific.

1. The column will be among the default columns of the catalog.
2. The Reserve Price will be showed only for the lots which:
 1. are Active,
 2. Have their HBP greater than the Reserve Price, or
 3. have the difference between their HBP and RP below the specified percentage. In other terms, the RP will only be displayed, if the following relation holds true:

$$X \geq \{(RP - HBP) / RP\} * 100$$
3. This column would be configurable, i.e. can be added/removed using the Add/Remove columns screen.
4. This column will show the RP only for the lots whose Marks were approved by the TTA from the Mark Master.
5. The column will retain its value when a Buyer re-logs into the system during an Active Session.

6. The column will also retain its value for Sold and Unsold Lots.

Notifications and Messages

Common Messages and Notifications

Bids not allowed in sold lot.

E.g. Bid rejection: For LotNo - a30034 LocalBidNo. - 588 At - 09/02/2009 2:29:06 PM -

Lower side bid modification is not allowed.

E.g. Bid rejection: For LotNo - a30075 LocalBidNo. - 590 At - 09/02/2009 2:30:28 PM

Bids not allowed in unsold lot.

E.g. Bid rejection: For LotNo - a30202 LocalBidNo. - 475 At - 09/02/2009 2:44:26 PM -

Session is not active

E.g. Rejection: For LotNo - a30366 LocalBidNo. - 481 At - 09/02/2009 2:55:23 PM -

Deal confirmation:

E.g. For LotNo - a30075, ServerBidNo - 2009020800000129, Deal Price 55.00 At - 09/02/2009 2:31:01 PM

Bid confirmation:

E.g. For LotNo - a30075, ServerBidNo - 2009020800000129, BidPrice - 55.00 At - 09/02/2009 2:30:14 PM

Bid modification confirmation:

E.g. For LotNo - a30125, ServerBidNo - 2009020800000131, BidPrice - 55.00 At - 09/02/2009 2:33:17 PM

Bid cancellation:

E.g. For LotNo - a30142, ServerBidNo - 2009020800000133 At - 09/02/2009 2:37:02 PM - Bid price was less than Reserve Price.

Bid cancellation:

E.g. For LotNo - a30200, ServerBidNo - 2009020800000137 At - 09/02/2009 2:41:03 PM - Not eligible as per Price-Time Priority.


Bid Book

About Bid Book

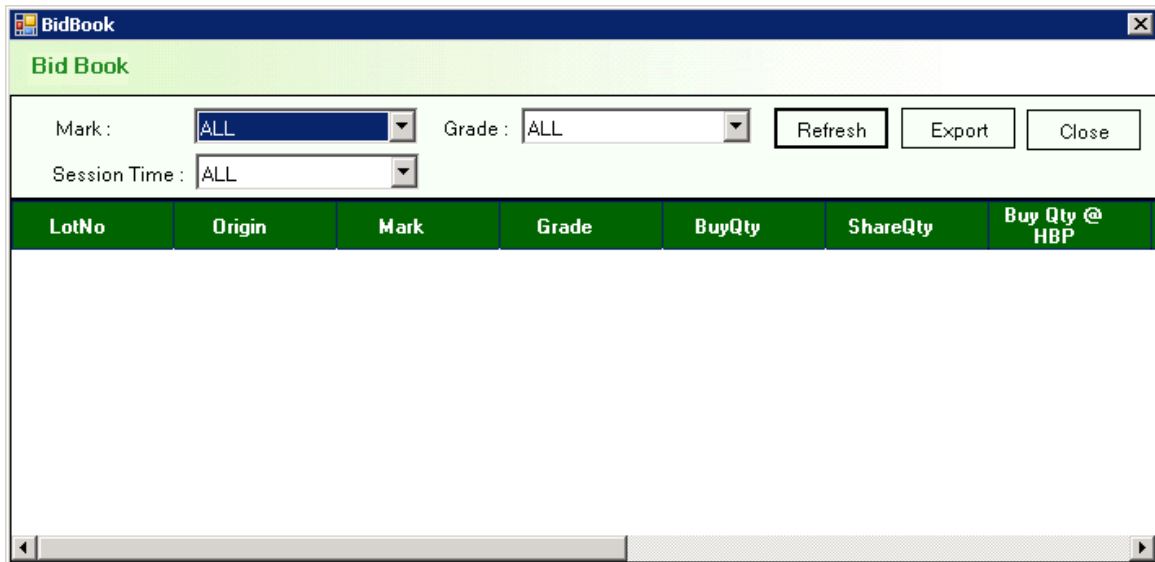
Buyer can view the Bid Book as a part of the auction process. Buyer can view details such as Lot No, Mark, Grade, Bid Price, Auto Bid Price and Bid Time. Buyer can view only those bids that are placed by him.

Buyer can view bids of all the sessions for the auction date.

Viewing Bid Book

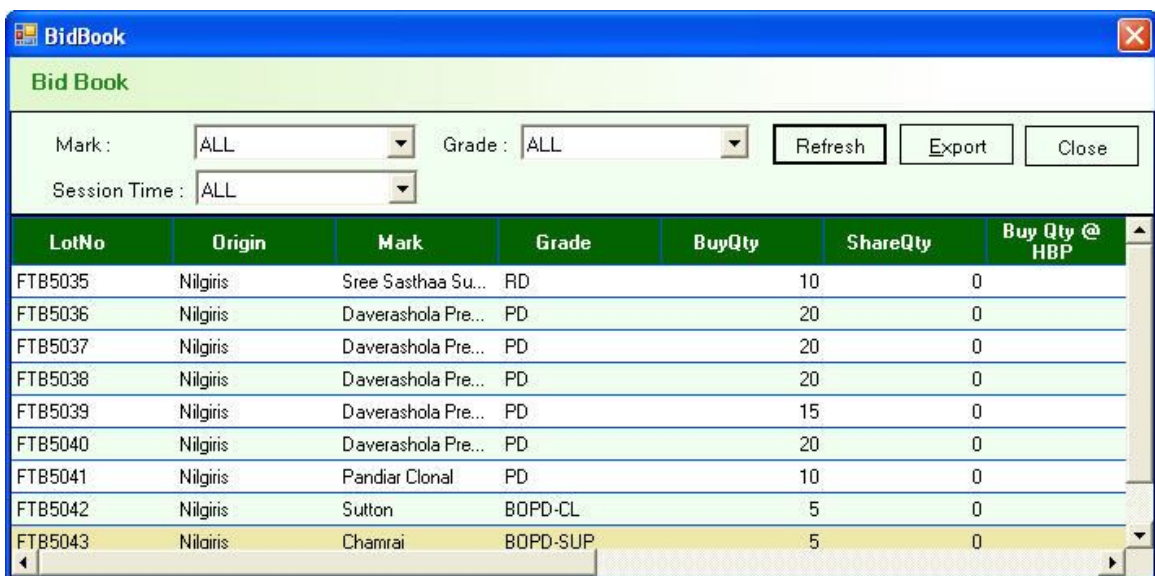
1. Log on to **e-Auction Buyer application**.
2. On the menu bar, click **Auction** and then select **Bid Book** or **press F3** or **Press CTRL + B**, else click  link on the main screen.

3. **Buyer module** displays the **Bid Book** screen as shown in the following figure.



Field	Default Value	Validation	Description
Mark	➤ All	➤ Populates all the Mark(s) in the Bid Book	➤ Select the appropriate mark from the drop-down list.
Grade	➤ All	➤ Populates all the Grade(s) in the Bid Book	➤ Select the appropriate grade from the drop-down list.
Session Time	➤ All	➤ Populates timings for all the Session(s) defined for the current date.	➤ Select the appropriate session time from the drop-down list.

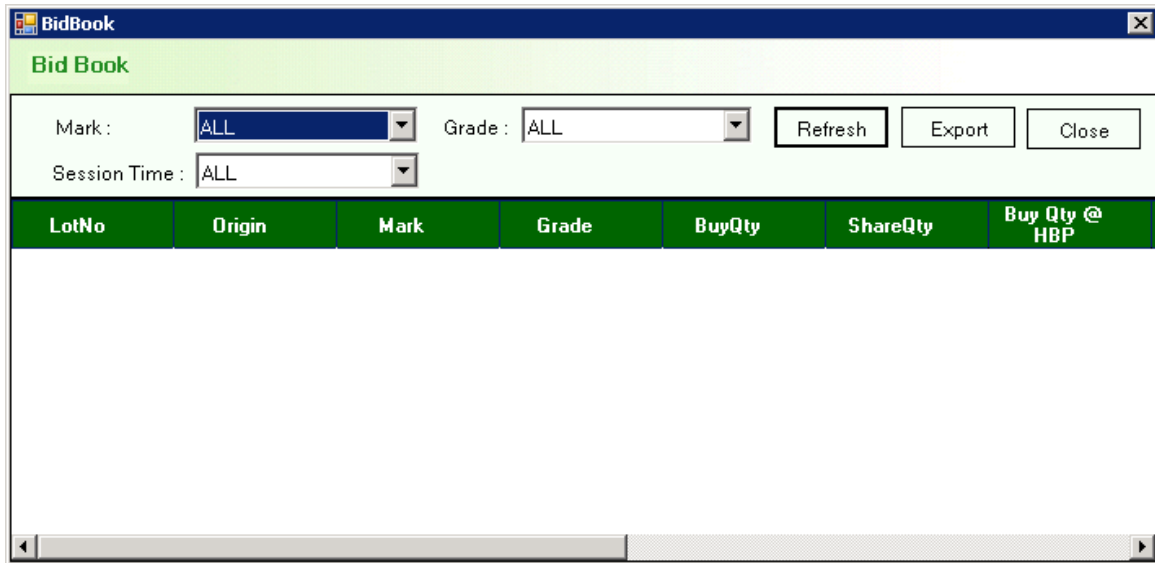
4. Select the appropriate details.
 5. Click **Refresh** button to view the bid book details.
 6. **Buyer module** displays the refreshed grid list with bid book details screen as shown in the following figure.



7. Click **Close** button to exit from the current screen.

Exporting Bid Book Details

1. Log on to **e-Auction Buyer application**.
2. On the menu bar, click **Auction** and then select **Bid Book** or **press F3** or **Press CTRL + B**, else click **View Bid Book** tab on the main screen.
3. **Buyer module** displays the **Bid Book** screen as shown in the following figure.

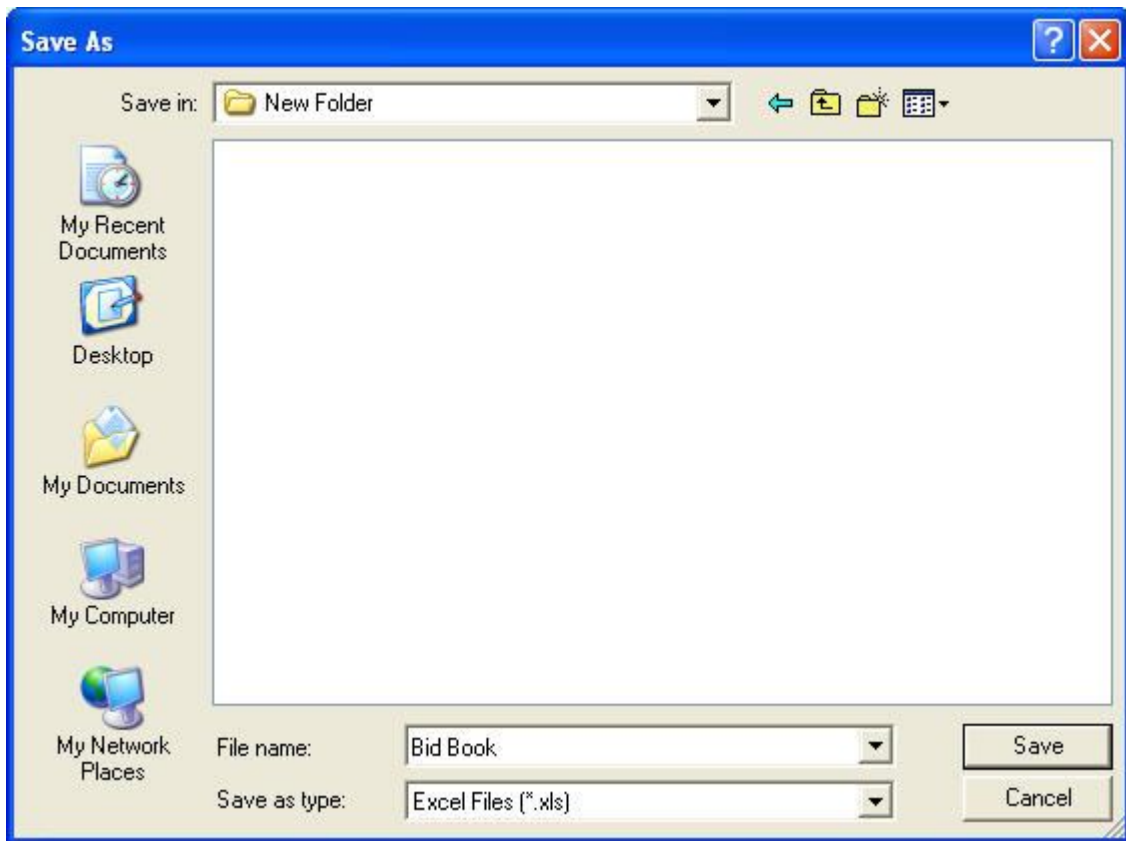


4. Enter the appropriate details.
5. Click **Refresh** button to view the bid book details.
6. **Buyer module** displays the refreshed grid list with bid book details screen as shown in the following figure.

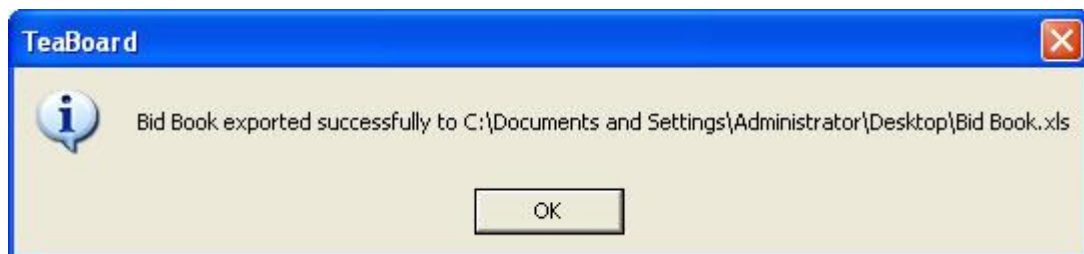
The screenshot shows the 'Bid Book' application window with the table populated with data. The table has the following columns: 'LotNo', 'Origin', 'Mark', 'Grade', 'BuyQty', 'ShareQty', and 'Buy Qty @ HBP'. The data is as follows:

LotNo	Origin	Mark	Grade	BuyQty	ShareQty	Buy Qty @ HBP
FTB5035	Nilgiris	Sree Sasthaa Su...	RD	10	0	
FTB5036	Nilgiris	Daverashola Pre...	PD	20	0	
FTB5037	Nilgiris	Daverashola Pre...	PD	20	0	
FTB5038	Nilgiris	Daverashola Pre...	PD	20	0	
FTB5039	Nilgiris	Daverashola Pre...	PD	15	0	
FTB5040	Nilgiris	Daverashola Pre...	PD	20	0	
FTB5041	Nilgiris	Pandiar Clonal	PD	10	0	
FTB5042	Nilgiris	Sutton	BOPD-CL	5	0	
FTB5043	Nilgiris	Chamrai	BOPD-SUP	5	0	

7. Click the **Export** button to export the details.
8. **Buyer module** displays the **Save As Dialogue box** as shown in the following figure.



9. Select the location of your choice from the **Desktop** scroll down bar.
10. Type the **File** name.
11. Click on the **Save** button.
12. **Buyer module** displays the message as shown in the following figure



13. Click **OK** button to export the file.

Market Depth

About Market Depth

The **Market Depth** displays the share qty, bid price and the corresponding buy share @HBP of top 10 buyers for that lot. Market depth gets updated as and when bids are updated or fresh bids are received. If anonymity is not maintained, the bidders' name shall also be displayed.

There is a special indicator "*" which indicates the position of the bidder.

To view Market Depth

1. Log on to **e-Auction Buyer application**.
2. **Buyer module** displays the **Auction Catalog** screen as shown in the following figure.

e-Auction System, A.V. THOMAS & CO LTD(AVT001), Coonoor

Pre-Auction Auction Post Auction Reports Miscellaneous Help Exit Window

Welcome Buyer Active Lots: 00:01:13 Session time remaining: 00:15:11 View My Bid Book

Season: 2010 Sale No: 19 Auction Date: 13/05/2010 Session Time: 1:56 PM-4:11 PM

Auction Catalog Add to My Catalog

Mark	Grade	Pkgs	BaseP	BuyQty	HBP	Bidder	Status	LotNo	LSP	SQ	BQ@HBP	MAQ@HBP	BP	AB	LP	Bid
BEEKA...	BOP	20	50	20	50.00		Pending	PT0162	63.00 - 65.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BOP	20	50	20	50.00		Pending	PT0163	63.00 - 65.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BOP-S	20	50	20	50.00		Pending	PT0164	61.00 - 66.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BOP-S	20	50	20	50.00		Pending	PT0165	61.00 - 66.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BP	20	50	20	50.00		Pending	PT0166	58.00 - 60.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BP	20	50	20	50.00		Pending	PT0167	58.00 - 60.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BOPF	20	50	20	50.00		Pending	PT0168	58.00 - 58.00	0	0	0	50.00	0.00	0.00	Bid

My Catalog (F1) Remove Save Valuation Enable Sorting

Pkgs	BasePrice	BuyQty	HBP	Bidder	Associate	Status	LSP	SQ	BQ@HBP	MAQ@HE	BP	AB	LP	Bid
20	50	20	50.00		AVT001	Pendi...	58.00 - ...	0	0	0	50.00	0.00	0.00	Bid
20	50	20	50.00		AVT001	Pendi...	58.00 - ...	0	0	0	50.00	0.00	0.00	Bid
20	50	20	50.00		AVT001	Pendi...	58.00 - ...	0	0	0	50.00	0.00	0.00	Bid
20	50	20	50.00		AVT001	Pendi...	61.00 - ...	0	0	0	50.00	0.00	0.00	Bid
20	50	20	50.00		AVT001	Pendi...	61.00 - ...	0	0	0	50.00	0.00	0.00	Bid
20	50	20	50.00		AVT001	Pendi...	63.00 - ...	0	0	0	50.00	0.00	0.00	Bid
20	50	20	50.00		AVT001	Pendi...	63.00 - ...	0	0	0	50.00	0.00	0.00	Bid
20	50					Pendi...	59.00 - ...	0	0	0	50.00	0.00	0.00	Bid
20	50					Pendi...	59.00 - ...	0	0	0	50.00	0.00	0.00	Bid
20	50					Pendi...	59.00 - ...	0	0	0	50.00	0.00	0.00	Bid

Bid confirmation : For LotNo - PT0168, ServerBidNo - 2010051200011202, BidPrice - 50.00 At - 13/05/2010 3:55:45 PM

- Met Reserve Price
 - Indicates Division
 - Active Lots
 - Broadcast
 - Highest Bidder
 - Deal Indicator

<< 3:55:48 PM

3. Buyer module displays the screen as shown in the following figure.

Market Depth			
Lot No. GTB5004			
Mark HIGHFIELD ESTATE Grade RD			
Share Qty	Bid Price	BuyQty @HBP	
0	95.00	5	*
0	.00	0	
0	.00	0	
0	.00	0	
0	.00	0	
0	.00	0	
0	.00	0	
0	.00	0	
0	.00	0	
0	.00	0	
0	.00	0	

Close

Market Depth with One Buyer

Market Depth			
Lot No. GTB5022			
Mark Motherland Suprem Grade PD			
Share Qty	Bid Price	BuyQty @HBP	
5	90.00	5	
5	90.00	5	*
0	.00	0	
0	.00	0	
0	.00	0	
0	.00	0	
0	.00	0	
0	.00	0	
0	.00	0	
0	.00	0	

Close

Market Depth with Two Buyers and Position Indicator

4. Click **Close** button to exit from the current screen.

Summary of Tea Sold

About Summary of Tea Sold

The **Summary of Tea Sold** option allows the buyer to view the summary of the tea sold during the auction. It contains information such as Lot No, Mark, Grade, Highest Bid Price and Highest Bidder. The Summary of Tea Sold gets updated on real time basis.

Viewing Tea Sold Summary

1. Log on to **e-Auction Buyer application**.
2. **Buyer module** displays the **Auction Catalog** screen as shown in the following figure.

LotNo	Mark	Pkgs	BasePrice	Grade	Status	BuyQty	LSP	HBP	SQ	BQ@HBP	MAQ@HBP	BP	AB	Bid	Bidder
PSI0097	Velmurugan	10	60	BP	Active		64.00 - 64.00		0	0	0	60.00	0.00	Bid	
PSI0098	Velmurugan	11	60	BP	Active		64.00 - 64.00		0	0	0	60.00	0.00	Bid	
PSI0099	Velmurugan	9	60	BOPF	Active		66.00 - 66.00		0	0	0	60.00	0.00	Bid	
PSI0100	Ashoka	12	60	BOP	Active		58.00 - 60.00		0	0	0	60.00	0.00	Bid	
PSI0101	Ashoka	12	60	BP	Active		63.00 - 63.00		0	0	0	60.00	0.00	Bid	
PSI0102	Ashoka	14	60	BOPF	Active		63.00 - 63.00		0	0	0	60.00	0.00	Bid	
PSI0103	Sivarams	10	60	SBOP	Active		71.00 - 71.00		0	0	0	60.00	0.00	Bid	
PSI0104	RYANTEACLO...	10	60	FF	Active		78.00 - 79.00		0	0	0	60.00	0.00	Bid	
PSI0105	RYANTEACLO...	10	60	FF	Active		78.00 - 79.00		0	0	0	60.00	0.00	Bid	
PSI0106	RYANTEACLO...	10	60	FF	Active		78.00 - 79.00		0	0	0	60.00	0.00	Bid	
PSI0107	Beekaad Supr...	20	60	SBOP	Active		85.00 - 85.00		0	0	0	60.00	0.00	Bid	
PSI0108	Beekaad Supr...	15	60	SBOP	Active		85.00 - 85.00		0	0	0	60.00	0.00	Bid	
PSI0061	BHAGYA	5	60	BPS	Pending		73.50 - 73.50		0	0	0	60.00	0.00	Bid	
PSI0062	RYANTEACLO...	10	60	FF	Pending		78.00 - 79.00		0	0	0	60.00	0.00	Bid	
PSI0063	RYANTEACLO...	10	60	FF	Pending		78.00 - 79.00		0	0	0	60.00	0.00	Bid	
PSI0064	RYANTEACLO...	10	60	FF	Pending		78.00 - 79.00		0	0	0	60.00	0.00	Bid	
PSI0065	RYANTEACLO...	10	60	FF	Pending		78.00 - 79.00		0	0	0	60.00	0.00	Bid	
PSI0066	RYANTEACLO...	10	60	FF	Pending		78.00 - 79.00		0	0	0	60.00	0.00	Bid	
PSI0067	RYANTEACLO...	10	60	FF	Pending		78.00 - 79.00		0	0	0	60.00	0.00	Bid	

3. Click the **Summary** button at the extreme right of the screen or press **F5**.
4. **Buyer module** displays the screen as shown in the following figure.

LotNo	Mark	Grade	Pkgs	HBP	Hbidder
JT0002	ACHABAM	BOP	20	99.50	Apollo Tea India
JT0003	ADDABARIE	BOP	10	99.50	Annapurna Tea Co
JT0005	ADDABARIE	FBOP	10	111.50	Apollo Tea India
JT0014	ADDABARIE	TGFOP	10	80.00	Annapurna Tea Co
JT0015	ADDABARIE	BOP	10	60.00	Annapurna Tea Co
JT0016	ADDABARIE	BOPS	10	75.00	Annapurna Tea Co

Note: Buyer can double click on the Lot No column to view the lot details.

Auctioneer Wise Market Summary

About Auctioneer Wise Market Summary

The Auctioneer Wise Market Summary option allows Buyer to view the information regarding the names of all the Auctioneers auctioning their teas during the sale.

Viewing Auctioneer Wise Market Summary

1. Log on to **e-Auction Buyer application**.
2. **Buyer module** displays the **Auction Catalog** screen as shown in the following figure.

The screenshot shows the 'e-Auction System, A.V. THOMAS & CO LTD(AVT001), Coonoor' interface. The top navigation bar includes 'Pre-Auction', 'Auction', 'Post Auction', 'Reports', 'Miscellaneous', 'Help', 'Exit', and 'Window'. A green banner displays 'Welcome Buyer', 'Active Lots: 00:00:20', 'Session time remaining: 00:16:18', and 'View My Bid Book'. Below this, a status bar shows 'Season: 2010', 'Sale No: 19', 'Auction Date: 13/05/2010', and 'Session Time: 1:56 PM-4:11 PM'. The main area is divided into two tables:

Auction Catalog													Add to My Catalog			
Mark	Grade	Pkgs	BaseP	BuyQty	HBP	Bidder	Status	LotNo	LSP	SQ	BQ@HBP	MAQ@HBP	BP	AB	LP	Bid
MANIKAL	BOP-S	20	50				Active	PT0186	57.00 - 57.00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	BOP-S	14	50				Active	PT0187	57.00 - 57.00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	BP	10	50				Active	PT0188	57.00 - 58.00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	BP	20	50				Active	PT0189	57.00 - 58.00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	BP	20	50				Active	PT0190	57.00 - 58.00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	BP	20	50				Active	PT0191	57.00 - 58.00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	BP	23	50				Active	PT0192	57.00 - 58.00	0	0	0	50.00	0.00	0.00	Bid

My Catalog (F1)													Remove	Save	Valuation	Enable Sorting
Pkgs	BasePrice	BuyQty	HBP	Bidder	Associate	Status	LSP	SQ	BQ@HBP	MAQ@HE	BP	AB	LP	Bid		
10	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid		
14	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid		
20	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid		
14	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid		
14	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid		
11	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid		
20	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid		
14	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid		
13	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid		
23	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid		

At the bottom, a confirmation message reads: 'Bid confirmation : For LotNo - PT0156, ServerBidNo - 2010051200011195, BidPrice - 50.00 At - 13/05/2010 3:53:24 PM'. A legend at the very bottom identifies symbols for Met Reserve Price, Division, Active Lots, Broadcast, Highest Bidder, and Deal Indicator.

3. Click the **Summary** tab. Following Screen will be opened.

The screenshot shows a window titled 'Auctioneer Market Summary-'. It features a green header bar with the word 'Auctioneer'. Below the header is a list of auctioneer names, each on a separate line and underlined in blue: JTC, ABL, CBL, PIP, and ATB. The list is contained within a scrollable area.

4. Click on any Auctioneer Link. Market Summary for selected Auctioneer will be opened.

Auctioneer Market Summary- JTC			
	No. of Lots	Pkgs	Kgs
Sold	0	0	0.00
UnSold	0	0	0.00
Total	0	0	0.00
Sold %	0	0	0
Avg.Price	0.00		

5. The Buyers will be able to view the Auctioneer wise Market Summary.
6. This Auctioneer's Names will be displayed based on the order of sale.
7. The summary will be updated for the number of sold and unsold lots and their percentages of the total lots offered for sale by each auctioneer.
8. This summary will display the cumulative total of sold and unsold lots across all sessions of each auctioneer.
9. The Sold % will be calculated as:

$$\text{Sold \%} = (\text{Amount of Sold Qty}) / (\text{Sold Qty} + \text{Unsold Qty})$$
10. The Qty can be either in Kgs, Pkgs or Lots.
11. The number of sold and unsold lots will be updated with each knockdown cycle in each auctioneer's session.
12. The summary will be visible throughout a particular sale program.

Market Summary

About Market Summary

The **Market Summary** option allows to buyer to view the information regarding how much tea is being sold in the session. The Market Summary gets updated on real time basis.

Viewing Market Summary

1. Log on to **e-Auction Buyer application**.
2. **Buyer module** displays the **Auction Catalog** screen as shown in the following figure.

e-Auction System, A.V. THOMAS & CO LTD(AVT001), Coonoor

Pre-Auction Auction Post Auction Reports Miscellaneous Help Exit Window

Welcome Buyer Active Lots: 00:00:20 Session time remaining: 00:16:18 View My Bid Book

Season: 2010 Sale No: 19 Auction Date: 13/05/2010 Session Time: 1:56 PM-4:11 PM

Auction Catalog Add to My Catalog

Mark	Grade	Pkgs	BaseP	BuyQty	HBP	Bidder	Status	LotNo	LSP	SQ	BQ@HBP	MAQ@HBP	BP	AB	LP	Bid
MANIKAL	BOP-S	20	50				Active	PT0186	57.00 - 57.00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	BOP-S	14	50				Active	PT0187	57.00 - 57.00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	BP	10	50				Active	PT0188	57.00 - 58.00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	BP	20	50				Active	PT0189	57.00 - 58.00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	BP	20	50				Active	PT0190	57.00 - 58.00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	BP	20	50				Active	PT0191	57.00 - 58.00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	BP	23	50				Active	PT0192	57.00 - 58.00	0	0	0	50.00	0.00	0.00	Bid

My Catalog (F1) Remove Save Valuation Enable Sorting

Pkgs	BasePrice	BuyQty	HBP	Bidder	Associate	Status	LSP	SQ	BQ@HBP	MAQ@HE	BP	AB	LP	Bid
10	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid
14	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid
20	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid
14	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid
14	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid
11	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid
20	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid
14	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid
13	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid
23	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid

Bid confirmation : For LotNo - PT0156, ServerBidNo - 2010051200011195, BidPrice - 50.00 At - 13/05/2010 3:53:24 PM

Legend: Met Reserve Price, Indicates Division, Active Lots, Broadcast, Highest Bidder, Deal Indicator

3. Click the **Summary** tab.
4. **Buyer module** displays the screen as shown in the following figure.

Market Summary			
	No. of Lots	Pkgs	Kgs
Active	2	20	400
Pending	33	330	6000
Sold	10	110	2080
UnSold	2	20	300
Total	47	480	8780
Avg.Price	82.00		

Column Configuration

About Auction Catalog Column Configuration

The **Column Configuration** option allows you to configure the column parameters of the Auction Catalog as per buyer requirement.

1. Log on to **e-Auction Buyer application**.
2. **Buyer module** displays the **Auction Catalog** screen as shown in the following figure.

e-Auction System, A.V. THOMAS & CO LTD(AVT001), Coonoor

Pre-Auction Auction Post Auction Reports Miscellaneous Help Exit Window

Welcome Buyer Active Lots: 00:00:20 Session time remaining: 00:16:18 View My Bid Book

Season: 2010 Sale No: 19 Auction Date: 13/05/2010 Session Time: 1:56 PM-4:11 PM

Auction Catalog Add to My Catalog

Mark	Grade	Pkgs	BaseP	BuyQty	HBP	Bidder	Status	LotNo	LSP	SQ	BQ@HBP	MAQ@HBP	BP	AB	LP	Bid
MANIKAL	BOP-S	20	50				Active	PT0186	57.00 - 57.00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	BOP-S	14	50				Active	PT0187	57.00 - 57.00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	BP	10	50				Active	PT0188	57.00 - 58.00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	BP	20	50				Active	PT0189	57.00 - 58.00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	BP	20	50				Active	PT0190	57.00 - 58.00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	BP	20	50				Active	PT0191	57.00 - 58.00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	BP	23	50				Active	PT0192	57.00 - 58.00	0	0	0	50.00	0.00	0.00	Bid

My Catalog (F1) Remove Save Valuation Enable Sorting

Pkgs	BasePrice	BuyQty	HBP	Bidder	Associate	Status	LSP	SQ	BQ@HBP	MAQ@HE	BP	AB	LP	Bid
10	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid
14	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid
20	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid
14	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid
14	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid
11	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid
20	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid
14	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid
13	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid
23	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid

Bid confirmation : For LotNo - PT0156, ServerBidNo - 2010051200011195, BidPrice - 50.00 At - 13/05/2010 3:53:24 PM

Legend: Met Reserve Price, Indicates Division, Active Lots, Broadcast, Highest Bidder, Deal Indicator

3:54:42 PM

3. Select a column and then click **Right Hand** side button of the mouse.
4. **Buyer** module displays the screen as shown in the following figure.

e-Auction System, A.V. THOMAS & CO LTD(AVT001), Coonoor

Pre-Auction Auction Post Auction Reports Miscellaneous Help Exit Window

Welcome Buyer Active Lots: 00:00:19 Session time remaining: 00:28:19 View My Bid Book

Season: 2010 Sale No: 19 Auction Date: 13/05/2010 Session Time: 1:56 PM-4:11 PM

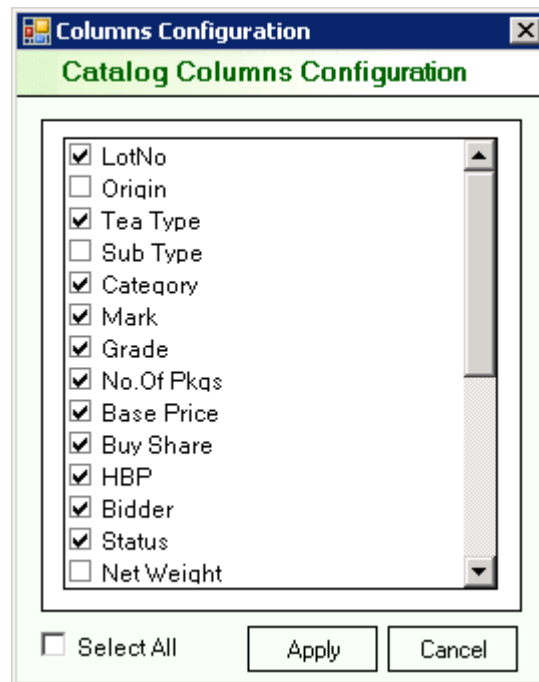
Auction Catalog

Mark	Grade	Pkgs	BaseP	BuyQty	HBP	Bidder	Status	LotNo	LSP	SQ	BQ@HBP	MAQ@HE	BP	AB	LP	Bid
MANIKAL	BOP-S	20	50				Active	PT0186	57.00 - 57.00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	BOP-S	14	50				Active	PT0187	57.00 - 57.00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	BP	10	50				Active	PT0188	57.00 - 58.00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	BP	20	50				Active	PT0189	57.00 - 58.00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	BP	20	50				Active	PT0190	57.00 - 58.00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	BP	20	50				Active	PT0191	57.00 - 58.00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	BP	23	50				Active	PT0192	57.00 - 58.00	0	0	0	50.00	0.00	0.00	Bid

Legend: Met Reserve Price, Indicates Division, Active Lots, Broadcast, Highest Bidder, Deal Indicator

5. Click **Frozen** option to freeze all the columns.
6. Click **Remove** option to remove a particular column from the list.

7. Click **Add/Remove** button to add or remove multiple columns.
8. **Buyer module** displays the screen as shown in the following figure.



9. Click on the required **Column Name Check Box** to add it to the columns.
10. Click on **Select All** check box, if you want set all the options.
11. Click **Apply** button.
12. All the columns added shall be visible on the auction catalog screen
13. Click **Cancel** button to exit from the current screen.

About My Catalog Column Configuration

The **Column Configuration** option allows you to configure the column parameters of buyers My Catalog as per the requirement.

1. Log on to **e-Auction**.
2. **Buyer module** displays the **Auction Catalog** screen as shown in the following figure.

e-Auction System, A.V. THOMAS & CO LTD(AVT001), Coonoor

Pre-Auction Auction Post Auction Reports Miscellaneous Help Exit Window

Welcome Buyer Active Lots : 00:00:20 Session time remaining : 00:16:18 View My Bid Book

Season : 2010 Sale No : 19 Auction Date : 13/05/2010 Session Time : 1:56 PM-4:11 PM

Auction Catalog Add to My Catalog

Mark	Grade	Pkgs	BaseP	BuyQty	HBP	Bidder	Status	LotNo	LSP	SQ	BQ@HBP	MAQ@HBP	BP	AB	LP	Bid
MANIKAL	BOP-S	20	50				Active	PT0186	57.00 - 57.00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	BOP-S	14	50				Active	PT0187	57.00 - 57.00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	BP	10	50				Active	PT0188	57.00 - 58.00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	BP	20	50				Active	PT0189	57.00 - 58.00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	BP	20	50				Active	PT0190	57.00 - 58.00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	BP	20	50				Active	PT0191	57.00 - 58.00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	BP	23	50				Active	PT0192	57.00 - 58.00	0	0	0	50.00	0.00	0.00	Bid

My Catalog (F1) Remove Save Valuation Enable Sorting

Pkgs	BasePrice	BuyQty	HBP	Bidder	Associate	Status	LSP	SQ	BQ@HBP	MAQ@HE	BP	AB	LP	Bid
10	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid
14	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid
20	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid
14	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid
14	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid
11	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid
20	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid
14	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid
13	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid
23	50					Active	57.00 - ...	0	0	0	50.00	0.00	0.00	Bid

Bid confirmation : For LotNo - PT0156, ServerBidNo - 2010051200011195, BidPrice - 50.00 At - 13/05/2010 3:53:24 PM

Met Reserve Price Indicates Division Active Lots Broadcast Highest Bidder Deal Indicator

3:54:42 PM

3. Click the **My Catalog** button at the extreme right of the screen or press **F1** button to view My Catalog details.
4. Select a column and then click **Right Hand** side button of the mouse.
5. **Buyer** module displays the screen as shown in the following figure.

e-Auction System, A.V. THOMAS & CO LTD(AVT001), Coonoor

Pre-Auction Auction Post Auction Reports Miscellaneous Help Exit Window

Welcome Buyer Active Lots: 00:01:46 Session time remaining: 00:27:46 View My Bid Book

Season: 2010 Sale No: 19 Auction Date: 13/05/2010 Session Time: 4:16 PM-4:54 PM

Auction Catalog Add to My Catalog

Mark	Grade	Pkgs	BaseP	BuyQty	HBP	Bidder	Status	LotNo	LSP	SQ	BQ@HBP	MAQ@HBP	BP	AB	LP	Bid
VENKA...	BOP	13	1				Pending	CTL0116	52.00 - 54.00	0	0	0	1.00	0.00	0.00	Bid
VENKA...	BOPSM	12	1				Pending	CTL0117	52.00 - 52.00	0	0	0	1.00	0.00	0.00	Bid
VENKA...	BP	11	1				Pending	CTL0118	52.00 - 52.00	0	0	0	1.00	0.00	0.00	Bid
VENKA...	BP	11	1				Pending	CTL0119	52.00 - 52.00	0	0	0	1.00	0.00	0.00	Bid
VENKA...	BPS	14	1				Pending	CTL0120	51.00 - 52.00	0	0	0	1.00	0.00	0.00	Bid
Nanke...	BOP-S	11	1				Pending	CTL0141	54.00 - 54.00	0	0	0	1.00	0.00	0.00	Bid

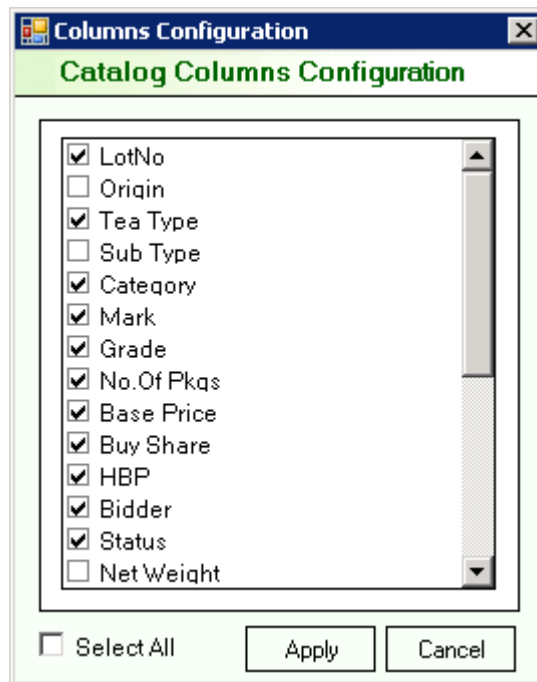
My Catalog (F1) Remove Save Valuation Enable Sorting

LotNo	Type	Ctgy	Mark	Grade	Pkgs	BasePrice	BuyQty	HBP	Bidder	Comment	Status	LSP	SQ	BQ@HBP	MAQ@HE
CTL0001	LEAF	CTC	Hittak...	BOP	5	1	5	50.00			Unsold	00 - 00	0	0	0
CTL0002	LEAF	CTC	Hittak...	BP	5	1	5	150.00	A.V. THO...		Sold	00 - 00	0	0	0
CTL0003	LEAF	CTC	Hittak...	BOPF	5	1	5	150.00	A.V. THO...		Sold	00 - 00	0	0	0
CTL0004	LEAF	CTC	ELLA...	BOPL	28	1	28	150.00	A.V. THOMAS ...	AVT001	Sold	71.00 - ...	0	0	0
CTL0005	LEAF	CTC	ELLA...	BOP	5	1	5	150.00	A.V. THOMAS ...	AVT001	Sold	72.50 - ...	0	0	0
CTL0006	LEAF	CTC	ELLA...	BOP	10	1	10	150.00	A.V. THOMAS ...	AVT001	Sold	72.50 - ...	0	0	0

Bid cancellation : For LotNo - CTL0001, ServerBidNo - 2010051200011249 At - 13/05/2010 4:26:00 PM - Bid price was less than Reserve Price.

Met Reserve Price Indicates Division Active Lots Broadcast Highest Bidder Deal Indicator

- Click **Frozen** option to freeze all the columns.
- Click **Remove** option to remove a particular column from the list.
- Click **Add/Remove** button to add or remove multiple columns.
- Buyer module** displays the screen as shown in the following figure.



- The additional columns available only in the catalog are **My Bid Price, My Buy Share, My Comment** and **My Valuation**.
- Click on the required **Column Name Check Box** to add it to the columns.
- Click on **Select All** check box, if you want set all the options.
- Click **Apply** button.

- Click **Cancel** button to exit from the current screen.

Using My Catalog and Planner during Auction

Using My Catalog

- Log on to **e-Auction Buyer** application.
- Buyer** module displays the **Auction Catalog** screen as shown in the following figure.

e-Auction System, A.V. THOMAS & CO LTD(AVT001), Coonoor

Pre-Auction Auction Post Auction Reports Miscellaneous Help Exit Window

Welcome Buyer Active Lots: **00:01:36** Session time remaining: 00:19:33 View My Bid Book

Season: 2010 Sale No: 19 Auction Date: 13/05/2010 Session Time: 1:56 PM-4:11 PM

Mark	Grade	Pkgs	BaseP	BuyQty	HBP	Bidder	Status	LotNo	LSP	SQ	BQ@HBP	MAQ@HBP	BP	AB	LP	Bid
BHARA...	SBOP	6	50	6	50.00		Pending	PT0159	.00 - .00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	SBOP	20	50				Pending	PT0160	59.00 - 62.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	SBOP	20	50				Pending	PT0161	59.00 - 62.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BOP	20	50				Pending	PT0162	63.00 - 65.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BOP	20	50				Pending	PT0163	63.00 - 65.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BOP-S	20	50				Pending	PT0164	61.00 - 66.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BOP-S	20	50				Pending	PT0165	61.00 - 66.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BP	20	50				Pending	PT0166	58.00 - 60.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BP	20	50				Pending	PT0167	58.00 - 60.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BOPF	20	50				Pending	PT0168	58.00 - 58.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BOPF	20	50				Pending	PT0169	58.00 - 58.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BOPF	20	50				Pending	PT0170	58.00 - 58.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BOPF	20	50				Pending	PT0171	58.00 - 58.00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	SBOP	20	50				Pending	PT0172	.00 - .00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	SBOP	20	50				Pending	PT0173	.00 - .00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	SBOP	20	50				Pending	PT0174	.00 - .00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	SBOP	20	50				Pending	PT0175	.00 - .00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	SBOP	24	50				Pending	PT0176	.00 - .00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	SBOP	20	50				Pending	PT0177	.00 - .00	0	0	0	50.00	0.00	0.00	Bid
MANIKAL	BOP	14	50				Pending	PT0178	57.00 - 57.00	0	0	0	50.00	0.00	0.00	Bid

Bid confirmation : For LotNo - PT0159, ServerBidNo - 2010051200011194, BidPrice - 50.00 At - 13/05/2010 3:51:21 PM

■ - Met Reserve Price
 ■ - Indicates Division
 ■ - Active Lots
 ■ - Broadcast
 ■ - Highest Bidder
 ■ - Deal Indicator

<< 3:51:26 PM

- Click **My Catalog** button or **Press F1** to view buyer catalog details.
- Buyer** module displays **My Catalog** screen as shown in the following figure.

e-Auction System, A.V. THOMAS & CO LTD(AVT001), Coonoor

Pre-Auction Auction Post Auction Reports Miscellaneous Help Exit Window

Welcome Buyer Active Lots: 00:01:13 Session time remaining: 00:15:11 View My Bid Book

Season: 2010 Sale No: 19 Auction Date: 13/05/2010 Session Time: 1:56 PM-4:11 PM

Auction Catalog Add to My Catalog

Mark	Grade	Pkgs	BaseP	BuyQty	HBP	Bidder	Status	LotNo	LSP	SQ	BQ@HBP	MAQ@HBP	BP	AB	LP	Bid
BEEKA...	BOP	20	50	20	50.00		Pending	PT0162	63.00 - 65.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BOP	20	50	20	50.00		Pending	PT0163	63.00 - 65.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BOP-S	20	50	20	50.00		Pending	PT0164	61.00 - 66.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BOP-S	20	50	20	50.00		Pending	PT0165	61.00 - 66.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BP	20	50	20	50.00		Pending	PT0166	58.00 - 60.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BP	20	50	20	50.00		Pending	PT0167	58.00 - 60.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BOFF	20	50	20	50.00		Pending	PT0168	58.00 - 58.00	0	0	0	50.00	0.00	0.00	Bid

My Catalog (F1) Remove Save Valuation Enable Sorting

Pkgs	BasePrice	BuyQty	HBP	Bidder	Associate	Status	LSP	SQ	BQ@HBP	MAQ@HE	BP	AB	LP	Bid
20	50	20	50.00		AVT001	Pendi...	58.00 - ...	0	0	0	50.00	0.00	0.00	Bid
20	50	20	50.00		AVT001	Pendi...	58.00 - ...	0	0	0	50.00	0.00	0.00	Bid
20	50	20	50.00		AVT001	Pendi...	58.00 - ...	0	0	0	50.00	0.00	0.00	Bid
20	50	20	50.00		AVT001	Pendi...	61.00 - ...	0	0	0	50.00	0.00	0.00	Bid
20	50	20	50.00		AVT001	Pendi...	61.00 - ...	0	0	0	50.00	0.00	0.00	Bid
20	50	20	50.00		AVT001	Pendi...	63.00 - ...	0	0	0	50.00	0.00	0.00	Bid
20	50	20	50.00		AVT001	Pendi...	63.00 - ...	0	0	0	50.00	0.00	0.00	Bid
20	50	20	50.00			Pendi...	59.00 - ...	0	0	0	50.00	0.00	0.00	Bid
20	50	20	50.00			Pendi...	59.00 - ...	0	0	0	50.00	0.00	0.00	Bid
20	50	20	50.00			Pendi...	59.00 - ...	0	0	0	50.00	0.00	0.00	Bid

Bid confirmation : For LotNo - PT0168, ServerBidNo - 2010051200011202, BidPrice - 50.00 At - 13/05/2010 3:55:45 PM

Legend:
■ - Met Reserve Price
■ - Indicates Division
■ - Active Lots
■ - Broadcast
■ - Highest Bidder
■ - Deal Indicator

5. Select the lots which you want to add from **Auction** Catalog grid to **My Catalog** grid.
6. Click the **Add to My Catalog** button to add the lots.
7. Click the **Save** button to save the lot details.
8. Click the **Remove** button to remove the lots from **My Catalog**.
9. Click the **Bid** button to place the order.
10. Click the **Valuation** button to add the valuation and comments.

Using My Planner

1. Log on to **e-Auction Buyer** application.
2. **Buyer module** displays the **Auction Catalog** screen as shown in the following figure.

e-Auction System, A.V. THOMAS & CO LTD(AVT001), Coonoor

Pre-Auction Auction Post Auction Reports Miscellaneous Help Exit Window

Welcome Buyer Active Lots: 00:01:13 Session time remaining: 00:15:11 View My Bid Book

Season: 2010 Sale No: 19 Auction Date: 13/05/2010 Session Time: 1:56 PM-4:11 PM

Auction Catalog Add to My Catalog

Mark	Grade	Pkgs	BaseP	BuyQty	HBP	Bidder	Status	LotNo	LSP	SQ	BQ@HBP	MAQ@HBP	BP	AB	LP	Bid
BEEKA...	BOP	20	50	20	50.00		Pending	PT0162	63.00 - 65.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BOP	20	50	20	50.00		Pending	PT0163	63.00 - 65.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BOP-S	20	50	20	50.00		Pending	PT0164	61.00 - 66.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BOP-S	20	50	20	50.00		Pending	PT0165	61.00 - 66.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BP	20	50	20	50.00		Pending	PT0166	58.00 - 60.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BP	20	50	20	50.00		Pending	PT0167	58.00 - 60.00	0	0	0	50.00	0.00	0.00	Bid
BEEKA...	BOPF	20	50	20	50.00		Pending	PT0168	58.00 - 58.00	0	0	0	50.00	0.00	0.00	Bid

My Catalog (F1) Remove Save Valuation Enable Sorting

Pkgs	BasePrice	BuyQty	HBP	Bidder	Associate	Status	LSP	SQ	BQ@HBP	MAQ@HE	BP	AB	LP	Bid
20	50	20	50.00		AVT001	Pendi...	58.00 - ...	0	0	0	50.00	0.00	0.00	Bid
20	50	20	50.00		AVT001	Pendi...	58.00 - ...	0	0	0	50.00	0.00	0.00	Bid
20	50	20	50.00		AVT001	Pendi...	58.00 - ...	0	0	0	50.00	0.00	0.00	Bid
20	50	20	50.00		AVT001	Pendi...	61.00 - ...	0	0	0	50.00	0.00	0.00	Bid
20	50	20	50.00		AVT001	Pendi...	61.00 - ...	0	0	0	50.00	0.00	0.00	Bid
20	50	20	50.00		AVT001	Pendi...	63.00 - ...	0	0	0	50.00	0.00	0.00	Bid
20	50	20	50.00		AVT001	Pendi...	63.00 - ...	0	0	0	50.00	0.00	0.00	Bid
20	50	20	50.00		AVT001	Pendi...	59.00 - ...	0	0	0	50.00	0.00	0.00	Bid
20	50	20	50.00		AVT001	Pendi...	59.00 - ...	0	0	0	50.00	0.00	0.00	Bid
20	50	20	50.00		AVT001	Pendi...	59.00 - ...	0	0	0	50.00	0.00	0.00	Bid

Bid confirmation : For LotNo - PT0168, ServerBidNo - 2010051200011202, BidPrice - 50.00 At - 13/05/2010 3:55:45 PM

Met Reserve Price Indicates Division Active Lots Broadcast Highest Bidder Deal Indicator

3. Click **My Planner** button to view planner details.
4. **Buyer** module displays **My Planner** screen as shown in the following figure.

Buyer's Planner Export

Group Code	Planned Qty (Pkgs)	Planned Qty (Kgs)	Average Price	Planned Amount (Rs)	Balance Qty (Pkgs)	Balance Qty (Kgs)	Balance Amount(Rs)	Knockdown Qty (Pkgs)	Knockdown Qty (Kgs)	Knockdown Amount(Rs)
Gd	100	1000	100	100000	100	1000	100000	0	0	0
Fn	100	1000	100	100000	100	1000	100000	0	0	0
A	100	1000	100	100000	100	1000	100000	0	0	0
Total	300	3000	100	300000	300	3000	300000	0	0	0

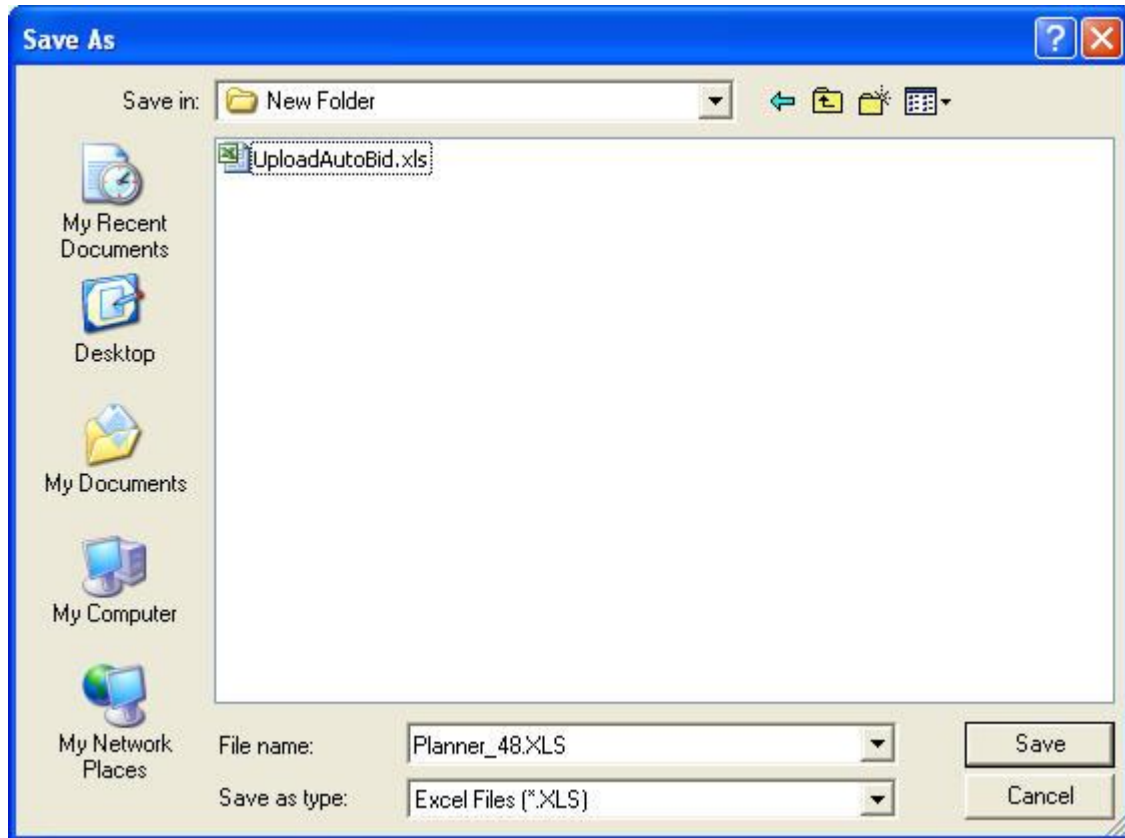
5. As and when the lots are knocked down in the buyer's favor the planner gets updated on real time basis.
6. When purchasing of the particular group reaches the Purchase Percentage set in the Pre Auction My Planner, Group Code will be highlighted in different color.
7. The updated Planner is shown below:

Buyer's Planner Export

Group Code	Planned Qty (Pkgs)	Planned Qty (Kgs)	Average Price	Planned Amount (Rs)	Balance Qty (Pkgs)	Balance Qty (Kgs)	Balance Amount(Rs)	Knockdown Qty (Pkgs)	Knockdown Qty (Kgs)	Knockdown AvgPrice	Knockdown Amount(Rs)
Gd	100	1000	100	100000	81	480	22000	19	520	150	78000
Fn	100	1000	100	100000	86	610	41500	14	390	150	58500
A	100	1000	100	100000	81	516	27400	19	484	150	72600
Total	300	3000	100	300000	248	1606	90900	52	1394	150	209100

8. Click **Export** button to export My Planner.
9. Buyer Module displays the **Save As** dialogue box as shown in the following figure:

10. Buyer Module displays the **Save As** dialogue box as shown in the following figure:



11. Click **Save** button to export My Planner.

12. Buyer **Module** displays the **Planner Exported Successfully** message as shown below:



Post Auction

The **Post-Auction** process comprises of the activities that are performed on and/or after the date of auction. These activities are related to the delivery process. The activities include:

- Viewing Bid History
- About Deal Book
- Viewing Contract Note
- Viewing Delivery Order
- Making Payment

Bid History


About Bid History

The "Bid History" report would enable a user to get top 10 Bids for each lot irrespective of whether it's Sold or Unsold.

Viewing Bid History

1. Log on to **e-Auction Buyer** application.
2. On the menu bar, click **Post Auction** and then select **Bid History**.
3. **Buyer module** displays the **Bid History** screen as shown in the following figure.

Field	Description
Session Time	➤ Select the appropriate session time from the drop-down list.
Lot No.	➤ Select the appropriate Lot No. from the drop down list.
Auctioneer	➤ Select the appropriate auctioneer from the drop-down list.



Bid History

Auctioneer: SCC Session Time: 18:42:00 - 19:05:00 Refresh Print

Lot No: ALL Export Close

Grade Code	Bidder	Share Qty	Bid Price	BQ@HBP	Status	ModDate Time
RD1	A K GUPTA & CO	5	100	20	Sold	24-Oct-2013 06:51:39 PM

* Data on the screen will appear only on the auction day and after completion of all Sessions.
After completion of all sessions, user must re-login once to view Bid History.

4. Enter the proper details.
5. Click **Refresh** button to view the bid history details.
6. **Buyer module** displays the refreshed grid list with Bid History details as shown in the following screen.
7. The screen will contain two tabs, namely List and Maintenance.
8. The List tab would populate all the Lots for the session, whereas the Maintenance tab would contain the Bid History for the selected Lot.
9. Double click a Lot in the List Tab, it's Bid history would be opened in Maintenance tab.
10. The Report would populate data only on the Auction Date.
11. The Report will be enabled only after all the sessions for the active sale date have been completed for the corresponding Auction Centre.
12. Bid Price entered in Decimals will also be displayed in Bid History.

Deal Book

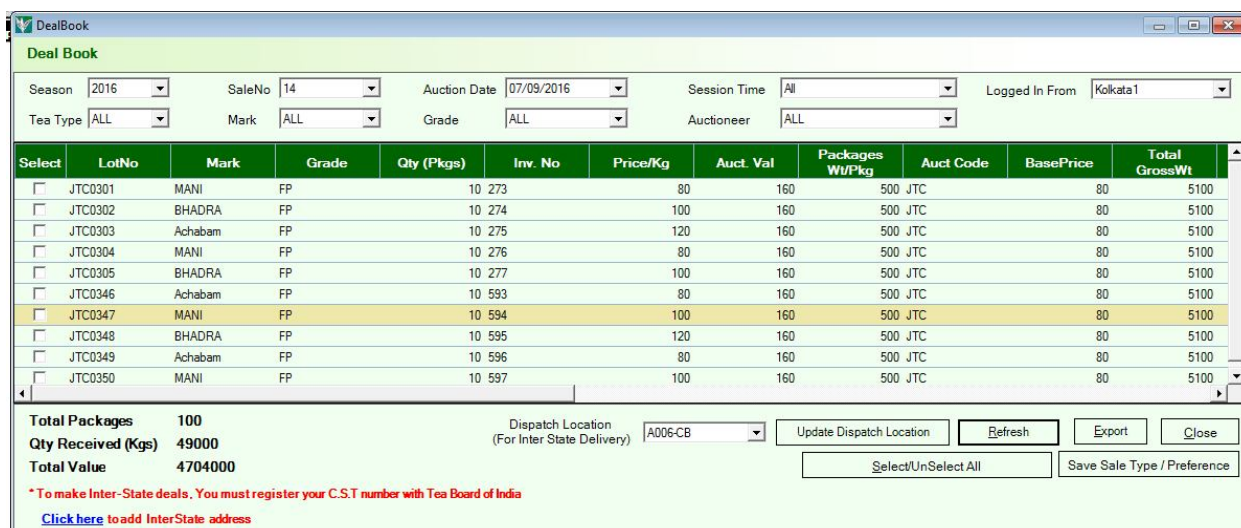
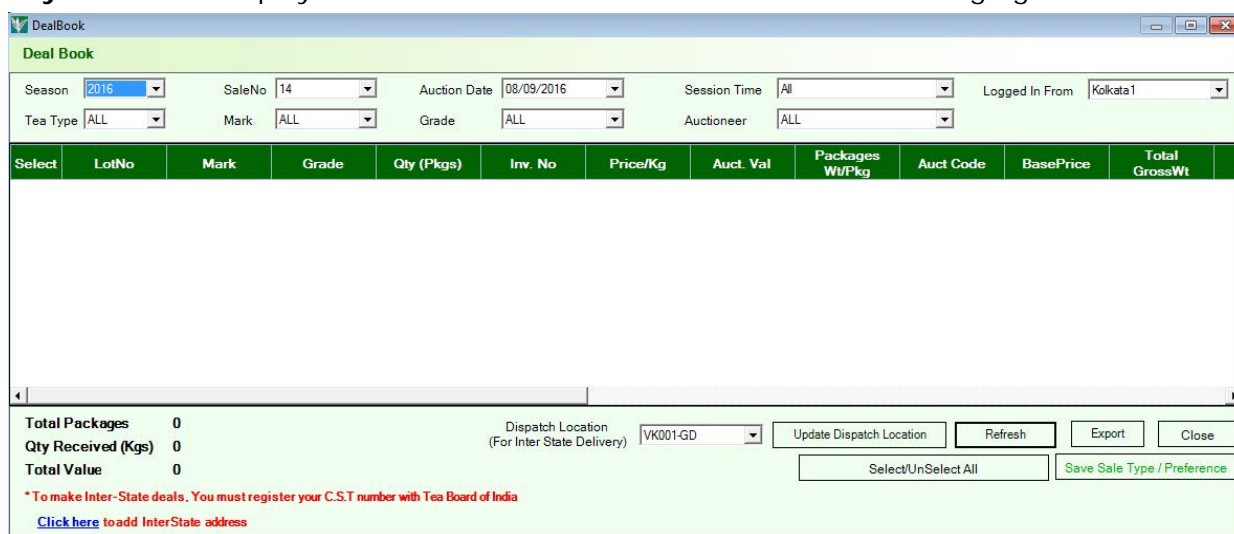
About Deal Book

The **Deal Book** option allows the buyer to view deals generated in his favor once the bids are knocked down. Each lot may be split into number of deals depending on the number of winning buyers.

A buyer would be able to see only the Deals that were registered to him or any of his associate (on re-login).

Viewing Deal Book

1. Log on to **e-Auction Buyer** application.
2. On the menu bar, click **Post Auction** and then select **Deal Book** or press **F8** key (in an Active Session) to view Deal Book or Press CTRL + D.
3. **Buyer module** displays the **Deal Book** screen as shown in the following figure.



DealBook

Deal Book

Season: 2016 SaleNo: 14 Auction Date: 07/09/2016 Session Time: All Logged In From: Kolkata1

Tea Type: ALL Mark: ALL Grade: ALL Auctioneer: ALL

Select	Short/ExcessWt (Kgs)	Total NtWt	Type	DealNo	Within State	Export	Inter State	Preference	Deal Time	SessionType	CN Status	Dispatch Location
<input type="checkbox"/>	50	4900	Dust	15223819	10	0	0	1	07/09/2016 11:02:00 AM	Normal	Generated	A006-K1
<input type="checkbox"/>	50	4900	Dust	15223818	10	0	0	1	07/09/2016 11:02:00 AM	Normal	Generated	A006-K1
<input type="checkbox"/>	50	4900	Dust	15223817	10	0	0	1	07/09/2016 11:02:00 AM	Normal	Generated	A006-K1
<input type="checkbox"/>	50	4900	Dust	15223816	10	0	0	1	07/09/2016 11:02:00 AM	Normal	Generated	A006-K1
<input type="checkbox"/>	50	4900	Dust	15223815	10	0	0	1	07/09/2016 11:02:00 AM	Normal	Generated	A006-K1
<input type="checkbox"/>	50	4900	Dust	15223814	10	0	0	1	07/09/2016 11:01:00 AM	Normal	Generated	A006-K1
<input type="checkbox"/>	50	4900	Dust	15223813	10	0	0	1	07/09/2016 11:01:00 AM	Normal	Generated	A006-K1
<input type="checkbox"/>	50	4900	Dust	15223812	10	0	0	1	07/09/2016 11:01:00 AM	Normal	Generated	A006-K1
<input type="checkbox"/>	50	4900	Dust	15223811	10	0	0	1	07/09/2016 11:01:00 AM	Normal	Generated	A006-K1
<input type="checkbox"/>	50	4900	Dust	15223810	10	0	0	1	07/09/2016 11:01:00 AM	Normal	Generated	A006-K1

Total Packages: 100 Qty Received (Kgs): 49000 Total Value: 4704000

Dispatch Location (For Inter State Delivery): A006-CB Update Dispatch Location Refresh Export Close

Select/UnSelect All Save Sale Type / Preference

* To make Inter-State deals, You must register your C.S.T number with Tea Board of India
[Click here to add InterState address](#)

Field	Default Value	Validation	Description
Season	➤ The Current Season.	➤ Contains the list of all the seasons for which Sale Programs have been defined.	➤ This field displays the Season.
Sale No	➤ The Current Sale No.	➤ Contains all the Sale Numbers for which the Seller's Prompt date has not been passed.	➤ This field displays the Sale Number.
Auction Date	➤ The Current Sale Date.	➤ Contains the Sale Date(s) for the Sale Program selected.	➤ This field displays the Sale Date.
Session Time	➤ The current Session Time (if any, else ALL)	➤ Contains the list of all the Session(s) defined for the Sale Date.	➤ This field displays the Session Time.
Logged In From	➤ Logged in Centre	➤ Contains all the auction centres	➤ Select the auction centre from where the buyer logged in for bidding.
Tea Type	➤ All	➤ Contains the tea-Type(s) for which the Sale Date is defined.	➤ Select the appropriate tea type from the down list.
Mark	➤ All	➤ Contains the Mark(s) populated in the grid.	➤ Select the appropriate mark from the drop-down list.
Grade	➤ All	➤ Contains the Grade(s) populated in the grid.	➤ Select the appropriate grade from the drop-down list.
Auctioneer	➤ All	➤ Contains the List of Auctioneers registered with the TTA.	➤ Select the appropriate auctioneer from the drop-down list.

4. Enter the appropriate details.
5. Click **Refresh** button to view the deal book details.

6. **Buyer module** displays the refreshed grid list with deal book details as shown in the following screen. Deal Book will also display Total Packages, Quantity Received(Kgs) & Total Value as shown below.

The screenshot shows the 'Deal Book' window with the following details:

- Season: 2016, SaleNo: 14, Auction Date: 07/09/2016, Session Time: All, Logged In From: Kolkata2
- Tea Type: ALL, Mark: ALL, Grade: ALL, Auctioneer: ALL

Select	Short/ExcessWt (Kgs)	Total NWt	Type	DealNo	Within State	Export	Inter State	Preference	Deal Time	SessionType	CN Status	Dispatch Location
<input type="checkbox"/>	50	50	4900 Dust	15223824	10	0	0	1	07/09/2016 11:03:00 AM	Normal	Generated	A006-K1
<input type="checkbox"/>	50	50	4900 Dust	15223823	10	0	0	1	07/09/2016 11:03:00 AM	Normal	Generated	A006-K1
<input type="checkbox"/>	50	50	4900 Dust	15223822	10	0	0	1	07/09/2016 11:03:00 AM	Normal	Generated	A006-K1
<input type="checkbox"/>	50	50	4900 Dust	15223821	10	0	0	1	07/09/2016 11:03:00 AM	Normal	Generated	A006-K1
<input type="checkbox"/>	50	50	4900 Dust	15223820	10	0	0	1	07/09/2016 11:03:00 AM	Normal	Generated	A006-K1
<input type="checkbox"/>	50	50	4900 Dust	15223829	10	0	0	1	07/09/2016 11:04:00 AM	Normal	Generated	A006-K1
<input type="checkbox"/>	50	50	4900 Dust	15223828	10	0	0	1	07/09/2016 11:04:00 AM	Normal	Generated	A006-K1
<input type="checkbox"/>	50	50	4900 Dust	15223827	10	0	0	1	07/09/2016 11:04:00 AM	Normal	Generated	A006-K1
<input type="checkbox"/>	50	50	4900 Dust	15223826	10	0	0	1	07/09/2016 11:04:00 AM	Normal	Generated	A006-K1
<input type="checkbox"/>	50	50	4900 Dust	15223825	10	0	0	1	07/09/2016 11:04:00 AM	Normal	Generated	A006-K1

Summary Statistics:

- Total Packages: 100
- Qty Received (Kgs): 49000
- Total Value: 4998000

Dispatch Location (For Inter State Delivery): A006-CB

Buttons: Update Dispatch Location, Refresh, Export, Close, Select/UnSelect All, Save Sale Type / Preference

* To make Inter-State deals, You must register your C.S.T number with Tea Board of India
[Click here to add InterState address](#)

7. **Click Close** button to exit from the current screen.

Updating Dispatch Location

The Dispatch Location facility will be available only to the main buyer for the Interstate sale.

The address selected by the Buyer in the deal book as dispatch location will be displayed in the Tax Invoice.

Format for Dispatch location is main buyer code-bidding centre

1. There will be a default dispatch location shown to the buyer in the Dispatch Location column for the within state and export sales.

The screenshot shows the 'Deal Book' window with the following details:

- Season: 2016, SaleNo: 14, Auction Date: 07/09/2016, Session Time: All, Logged In From: Kolkata1
- Tea Type: ALL, Mark: ALL, Grade: ALL, Auctioneer: ALL

Select	Short/ExcessWt (Kgs)	Total NWt	Type	DealNo	Within State	Export	Inter State	Preference	Deal Time	SessionType	CN Status	Dispatch Location
<input type="checkbox"/>	50	50	4900 Dust	15223819	10	0	0	1	07/09/2016 11:02:00 AM	Normal	Generated	A006-K1
<input type="checkbox"/>	50	50	4900 Dust	15223818	10	0	0	1	07/09/2016 11:02:00 AM	Normal	Generated	A006-K1
<input type="checkbox"/>	50	50	4900 Dust	15223817	10	0	0	1	07/09/2016 11:02:00 AM	Normal	Generated	A006-K1
<input type="checkbox"/>	50	50	4900 Dust	15223816	10	0	0	1	07/09/2016 11:02:00 AM	Normal	Generated	A006-K1
<input type="checkbox"/>	50	50	4900 Dust	15223815	10	0	0	1	07/09/2016 11:02:00 AM	Normal	Generated	A006-K1
<input type="checkbox"/>	50	50	4900 Dust	15223814	10	0	0	1	07/09/2016 11:01:00 AM	Normal	Generated	A006-K1
<input type="checkbox"/>	50	50	4900 Dust	15223813	10	0	0	1	07/09/2016 11:01:00 AM	Normal	Generated	A006-K1
<input type="checkbox"/>	50	50	4900 Dust	15223812	10	0	0	1	07/09/2016 11:01:00 AM	Normal	Generated	A006-K1
<input type="checkbox"/>	50	50	4900 Dust	15223811	10	0	0	1	07/09/2016 11:01:00 AM	Normal	Generated	A006-K1
<input type="checkbox"/>	50	50	4900 Dust	15223810	10	0	0	1	07/09/2016 11:01:00 AM	Normal	Generated	A006-K1

Summary Statistics:

- Total Packages: 100
- Qty Received (Kgs): 49000
- Total Value: 4704000

Dispatch Location (For Inter State Delivery): A006-CB

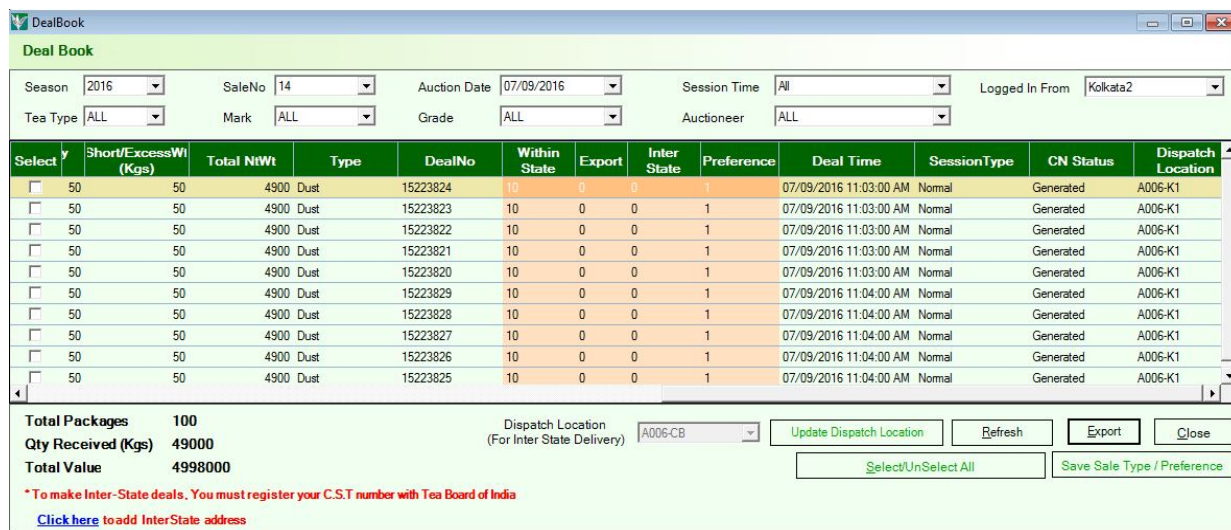
Buttons: Update Dispatch Location, Refresh, Export, Close, Select/UnSelect All, Save Sale Type / Preference

* To make Inter-State deals, You must register your C.S.T number with Tea Board of India
[Click here to add InterState address](#)

2. In the buyer's deal book, the buyer will be shown a drop down field called "Dispatch Location" which will display all the location codes entered by the buyer in the Buyer Address master and which will be outside the state of the participating auction center state. This option can be used by the buyer only in case of a CST sale.
3. The preference column for the buyer can be manually updated by the buyer for the CST sale and selection of each of the address. For example, if the buyer selects a deal and selects an address as the delivery location then for this address there will be a preference no. that the

buyer needs to assign to the deal. If the address is the same for another deal then the system will not allow the buyer to assign the same preference no. however, if the address is different than the previous then the system will allow the buyer to assign another preference no.

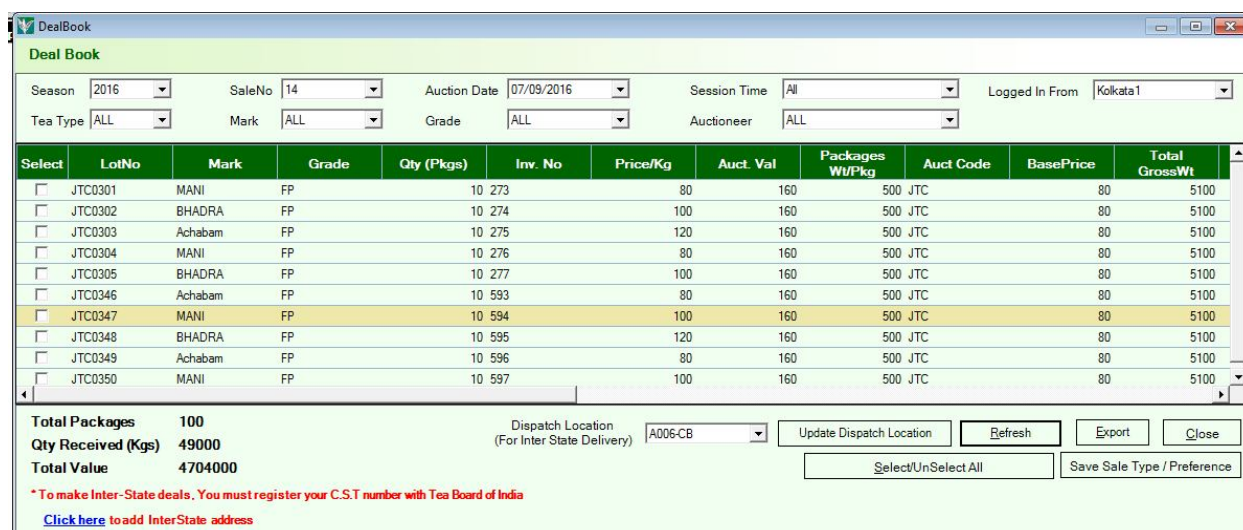
- Only the bidding buyer can split the lots and can update the dispatch location for interstate sales whereas the buyer with same entity code will not be allowed to make changes and the fields will be freed as shown in the following figure.



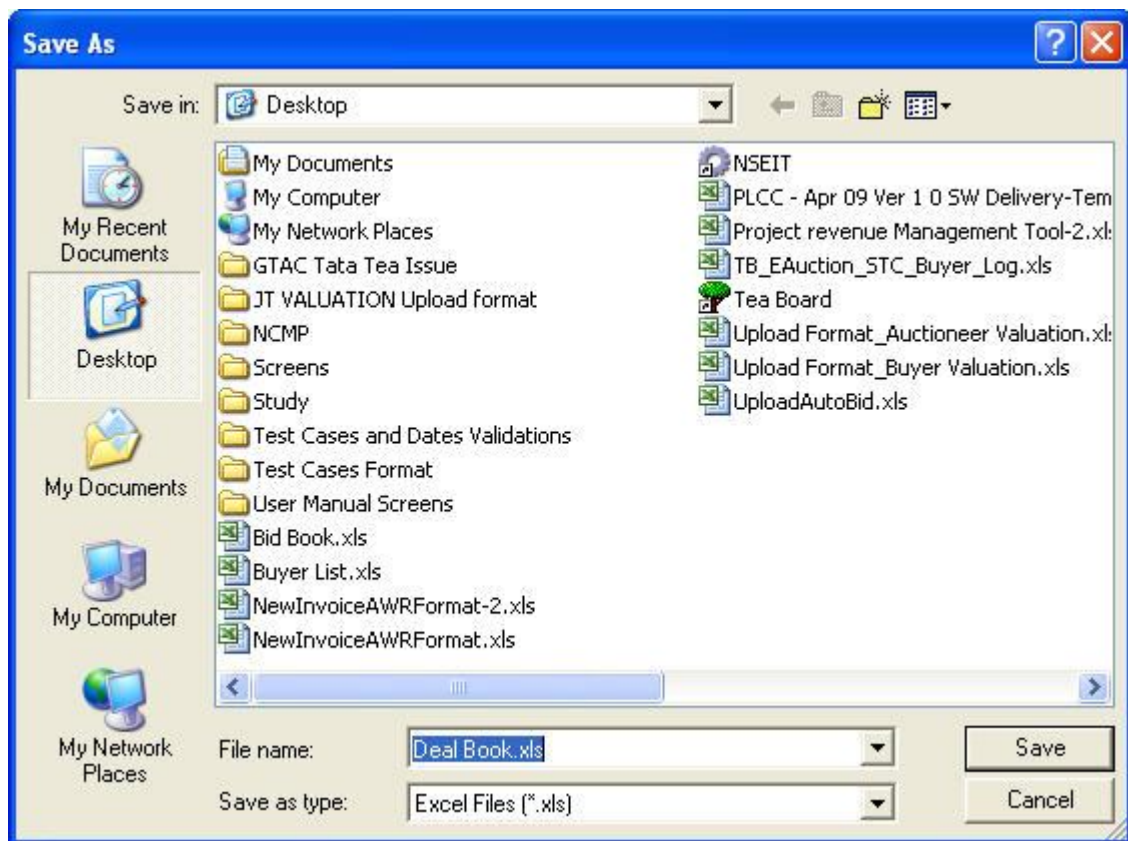
Exporting Deal Information

The buyer can export deal information into excel file.

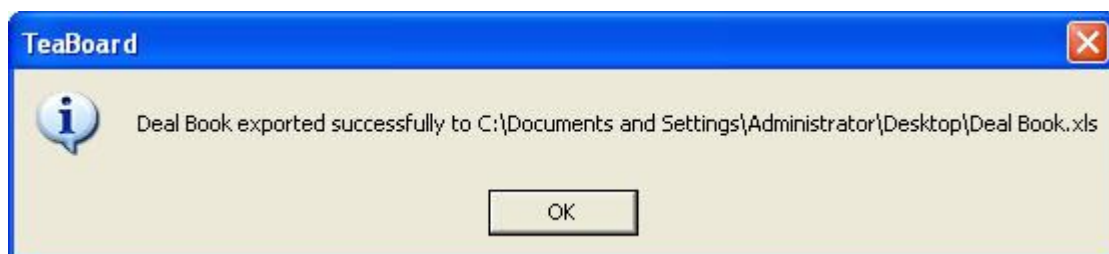
- Log on to **e-Auction Buyer** application.
- On the menu bar, click **Post Auction** and then select **Deal Book or Press CTRL + D**.
- Buyer module** displays the **Deal Book** screen as shown in the following figure.



- Click **Export** button to export the **Deal Book** details in excel format.
- Buyer module** displays the **Save As** dialogue box as shown in the following figure.



10. Select the location of your choice from the **Desktop** scroll down bar.
11. Type the **File** name.
12. Click on the **Save** button.
13. **Buyer module** displays the message as shown in the following figure.



14. Click **OK** button to export the file.

Splitting of Deals

1. Buyer will be able to split deals as Within State, Export or Interstate.
2. **Within State, Export, Interstate** and **Preference** column are marked in **Orange Color**.
3. The sum of the packages allotted to Within State, Export or Interstate **should not** exceed the Total Packages for that Lot purchased by the buyer.
4. The Total No. of Packages purchased by the Buyer will by default be reflected in the Within State column as per the **Deal Splitting Rules** mentioned below; after which buyer can split the deals as desired.
5. The value in the Qty (Pkgs) column will be same as the value in the Within State column initially.
6. Henceforth, buyer can split the deals, provided the Qty (Pkgs) value is equal to the sum of the values of Within State, Export and Interstate as mentioned in the point no. 2
7. **If buyer does not have CST No. then he or she won't be allowed to split the deals against Interstate.**

8. A note is displayed in the Deal Book window below marked with asterisk (*) in the Red font as **"To make Inter-State deals, You must register your C.S.T number with TeaBoard of India"**. [Click here to add InterState address](#)
9. Buyer can also add **Preference** for the Contract Note generation in the Preference column.
10. For example if the Buyer enters value as "1" in the Preference for Lot Nos 1-5 and "2" for Lot Nos 6-10; then for Lot No. 1-5, a single Contract Note will be generated and for Lot No. 6-10, another Contract Note will be generated.
11. Also, the Contract Note will be further split into Sale Type wise if buyer splits the Deals into Within State, Export or Interstate.
12. For example, if buyer split deals into Within State and Export then two Contract Notes will be generated respectively.
13. Consider a scenario when buyer adds preference and split the deals; for Lot No 1 and 2 if buyer splits into Within State and Export with preference as "1" and for Lot No 3 and 4 if buyer splits into Within State, Export and Interstate with preference as "2" then 5 Contract Notes will be generated.

First, for Lot No 1 and 2 with one Contract Note for Within State and other for Export.

Second, for Lot No 3 and 4 with one Contract Note for Within State, other for Export and another for Interstate.

Deal Splitting Rules

1. If a buyer has State VAT No. then by default the No. of Packages will be reflected in the Within State column.
2. If a buyer has State VAT No. as well as CST No. then by default the No. of Packages will be reflected in the Within State column.
3. If a buyer has only CST No. then by default the No. of Packages will be reflected in the Inter State column.

Miscellaneous

Buyer Address Master

The buyer will be provided a facility to dispatch the teas bought in any auction center to any location provided that dispatch is from one state to another.

The dispatch can only be to a location or address that the buyer has already added in the Buyer Address Master.

Buyer will add the Addresses on this screen with the below details

1. Location Code
2. Address
3. City
4. State
5. CST no
6. VAT no

Buyer Address Master

Add Buyer Address

List Maintenance

Export

Buyer Name	AddressCode	Address	ContactPerson	PhoneNo	State	City
Viral Buyer Cochin	VCH001-CO	Head Office Addr...	Viral CH	022-42547653	Kerala	Mumbai CH
Viral Buyer Cochin	VCH001-K1	Head Office Addr...	Viral Kolkata One	022-42547653	West Bengal	Mumbai Kolkata .
Viral Buyer Cochin	VCH001-GD	Head Office Addr...	Viral GD	022-42547653	Assam	Mumbai GD
Viral Buyer Cochin	VCH001-CN	Head Office Addr...	Viral Coonoor	022-42547653	Tamil Nadu	Mumbai CN
Viral Buyer Cochin	VCH001-CB	Head Office Addr...	Viral CB	022-42547653	Tamil Nadu	Mumbai CB
Viral Buyer Cochin	VCH001-K2	Head Office Addr...	Viral Kolkata Two	022-42547653	West Bengal	Mumbai Kolkata .
Viral Buyer Cochin	VCH001-GL	Head Office Addr...	Viral GL	022-42547653	Assam	Mumbai GL
Viral Buyer Cochin	aw	qw	w	1-1	Kerala	a
Viral Buyer Cochin	qw	q	w	1-1	West Bengal	d
Viral Buyer Cochin	KAR/BAN/WHF...	White Field, Ban...	Akshay	080-5545535454	Karnataka	Bangalore

Buyer Address Master

Add Buyer Address

List Maintenance

* Mandatory field

Address Code * KAR/BAN/WHFLD Contact Person * Akshay

Address * White Field, Bangalore, Karnataka

State * Karnataka

City * Bangalore Pin Code 576045

Phone * 080 5545535454 Fax

Email CST No * 5354534534

VAT No 56654656

Add Modify Save Cancel

Each single record added on this screen will be tied to a main buyer in the system. The associate buyer will not be provided this screen. Each buyer can have multiple addresses entered by him and can be viewed in the screen.

Contract Note

About Viewing Contract Notes

The **Contract Notes** option allows Buyer to view all the Contract Notes generated by the auctioneers & can view the details of the contract note by a click/ keystroke on a particular Contract note.

Viewing Contract Notes

1. Log on to **e-Auction Buyer** application.
2. On the menu bar, click **Post Auction** and then select **Contract Notes**.
3. **Buyer module** displays the **Contract Notes** screen as shown in the following figure.

Contract Note

List Maintenance

Contract Note

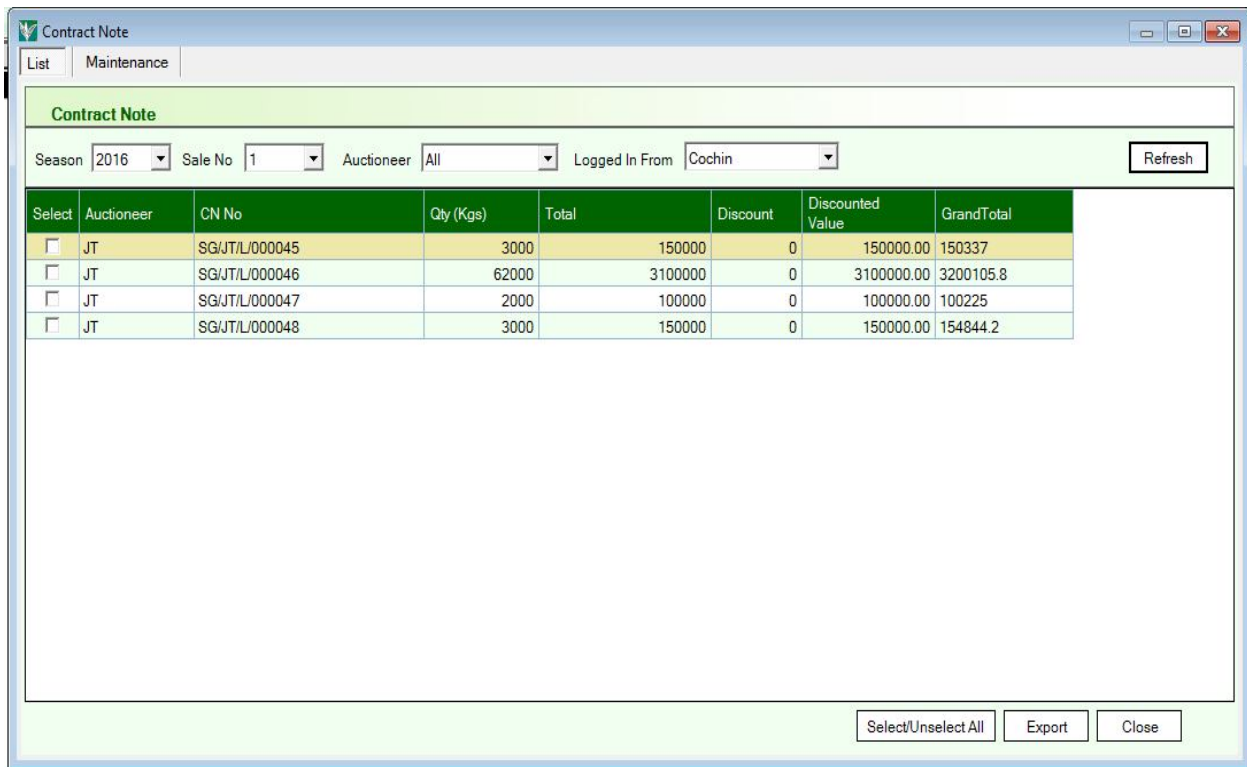
Season: 2016 Sale No: 1 Auctioneer: All Logged In From: Cochin Refresh

Select	Auctioneer	CN No	Qty (Kgs)	Total	Discount	Discounted Value	GrandTotal
<input type="checkbox"/>	JT	SG/JT/L/000045	3000	150000	0	150000.00	150337
<input type="checkbox"/>	JT	SG/JT/L/000046	62000	3100000	0	3100000.00	3200105.8
<input type="checkbox"/>	JT	SG/JT/L/000047	2000	100000	0	100000.00	100225
<input type="checkbox"/>	JT	SG/JT/L/000048	3000	150000	0	150000.00	154844.2

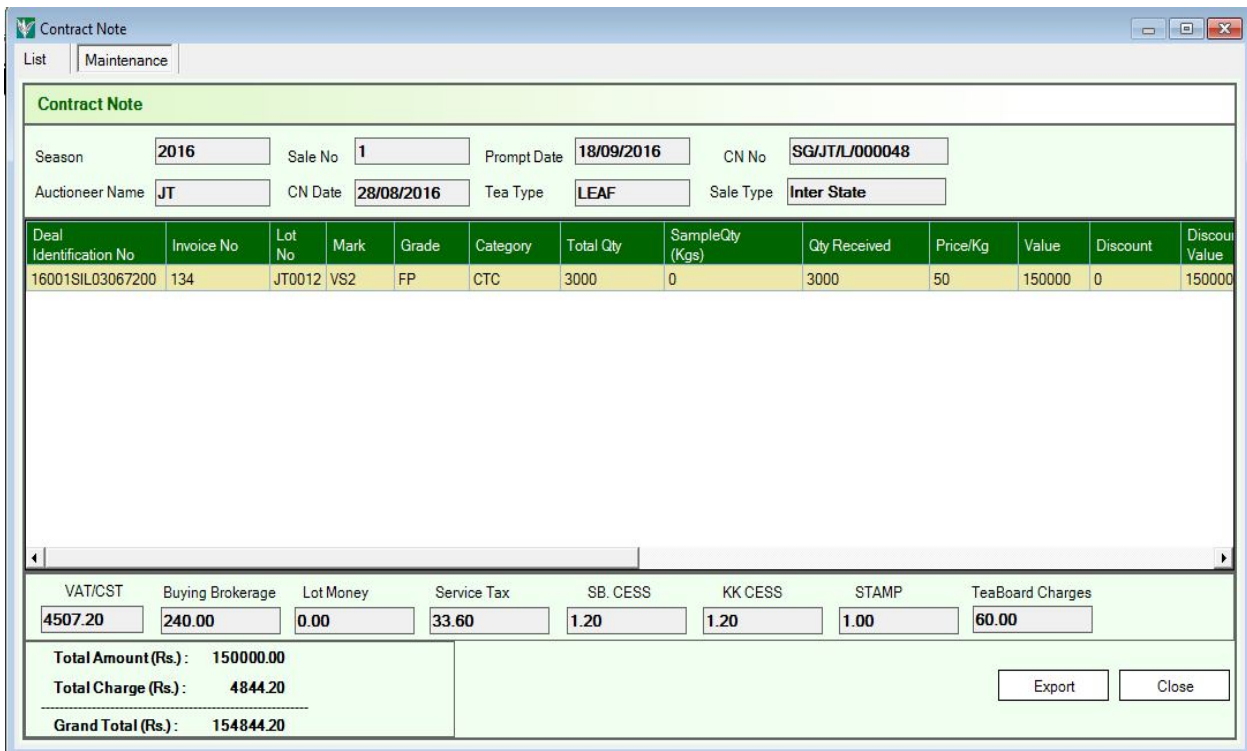
Select/Unselect All Export Close

Field	Description
Season	➤ Select the appropriate season from the drop-down list.
Sale No	➤ Select the appropriate sale number from the drop down list.
Auctioneer	➤ Select the appropriate auctioneer from the drop-down list.
Logged In From	➤ Select the auction centre from where the buyer logged in for bidding.

4. Enter the proper details.
5. Click **Refresh** button to view the contract note details.
6. **Buyer module** displays the refreshed grid list with contract note details as shown in the following screen.



7. Double Click on a **Contract Note** to view its details.
8. **Buyer module** displays the contract note details as shown in the following screen.



Field	Description
Season	➤ Displays the season details.
Sale No	➤ Displays the sale no.
Prompt Date	➤ Displays the prompt date.
CN No	➤ Displays the CN number.

Field	Description
Auctioneer Name	➤ Displays the Auctioneer name.
CN Date	➤ Displays the CN Date.
Tea Type	➤ Displays the Tea Type. .
Sale Type	➤ Displays the Sale Type

9. Click **Close** button to exit from the current screen.

Download CN-DO Files

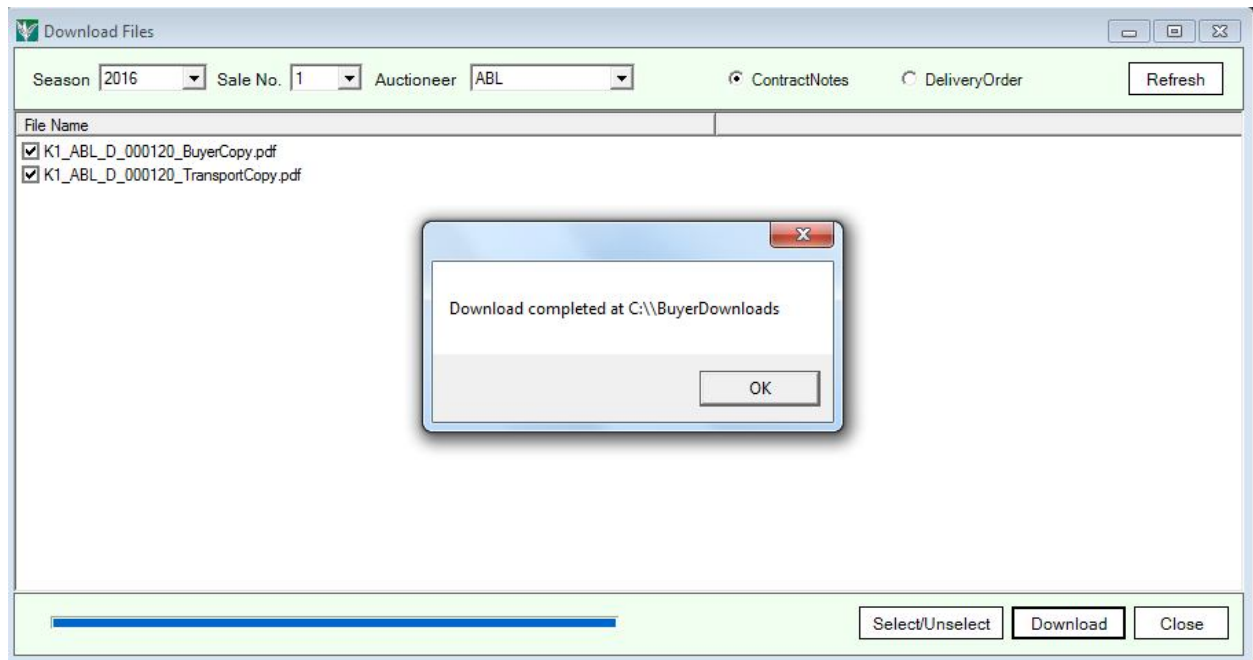
Buyer can Download files like:

Field	Description
ContractNotes	➤ Displays the CN file in pdf format where buyer can download the file on selection of file (along with Digital Signature)
DeliveryOrder	➤ Displays the DeliveryOrder list wher buyer can download the file on selection of file (along with Digital Signature)
Auctioneer	➤ Displays the Auctioneer name in the dropdown list

The screenshot shows a web application window titled "Download Files". At the top, there are three dropdown menus: "Season" set to "2016", "Sale No." set to "1", and "Auctioneer" set to "ABL". To the right of these are two radio buttons: "ContractNotes" (which is selected) and "DeliveryOrder". A "Refresh" button is located to the right of the radio buttons. Below the filters is a table with a header "File Name" and two rows of files, each with an unchecked checkbox:

File Name
<input type="checkbox"/> K1_ABL_D_000120_BuyerCopy.pdf
<input type="checkbox"/> K1_ABL_D_000120_TransportCopy.pdf

At the bottom of the window, there are three buttons: "Select/Unselect", "Download", and "Close".



Payment

About Payment

The "Payment" screen will facilitate the buyer to make payment for the teas purchased through e-auction system.

Buyer can proceed with the payment option and follow the instructions and generate the Challan; after which he or she can go to the bank to make the payment.

To view Payment screen

1. Log on to e-Auction Buyer application.
2. On the menu bar, click Post Auction and then select Payment.
3. Or alternatively the buyer can also invoke the screen by pressing Ctrl+C button.
4. Buyer **Module** displays the **Payment** screen as displayed in the following screen.

Payment

Season: 2016 Sale No: 13 Auction Date: ALL

Auctioneer: JTC CN No: All Request Status: All Refresh

Payment Details

Season: Sale No: Days to Prompt: Auctioneer Name: Prompt Date:

Select	InvoiceNo	CNNo	DealIdenNo	LotNo	Mark	Grade	Category	TDS On BuyingBrkg	GrandTotal	Account No	Req Ref No	URN

Grand Total: 0.00 TDS: 0.00 Amount Payable: 0.00

- Request has been initiated 5 times or the Request has been successful. Select/Unselect All Pay Export Close
 Request has been initiated up to 4 times.

*** Request can only be initiated for a maximum of 5 times. Kindly ensure you have an active internet connection and IE ver.9 & above ONLY for using the Payment Feature.**

Field	Description
Season	➤ Select the appropriate season from the drop-down list.
Sale No	➤ Select the appropriate Sale No from the drop down list.
Auction Date	➤ Select the appropriate Auction Date from the drop down list.
Auctioneer	➤ Select the appropriate auctioneer from the drop-down list.
CN No	➤ Select the appropriate CN No from the drop-down list.
Request Status	➤ Select the appropriate Request Status from the drop-down list.

5. Select the proper details.
6. Click **Refresh** button to view the Payment details.
7. **Buyer module** displays the refreshed grid list with Payment details as shown in the following screen.

Season: 2016 Sale No: 13 Auction Date: 02/09/2016
Auctioneer: JTC CN No: All Request Status: All Refresh

Payment Details
Season: 2016 Sale No: 13 Days to Prompt: 9
Auctioneer Name: JTC Prompt Date: 15/09/2016

Select	InvoiceNo	CNNNo	DealIdenNo	LotNo	Mark	Grade	Category	TDS On BuyingBrkg	GrandTotal	Account No	Req Ref No	URN	PaymentStatus	Attempt
<input checked="" type="checkbox"/>	355	K1/JTC/D/000002	16013K1D03067653	JTC0458	BHADRA	FP	OOLONG	0	192600.2	407020110000095	8E30541081	1	Successful	1
<input checked="" type="checkbox"/>	355	K1/JTC/D/000002	16013K1D03067653	JTC0458	BHADRA	FP	OOLONG	0	192600.2	407020110000095	8E30541081	1	Successful	1
<input checked="" type="checkbox"/>	355	K1/JTC/D/000003	16013K1D03067654	JTC0458	BHADRA	FP	OOLONG	0	150548.5	407020110000095	C1C4A20123	1	Successful	1
<input checked="" type="checkbox"/>	355	K1/JTC/D/000003	16013K1D03067654	JTC0458	BHADRA	FP	OOLONG	0	150548.5	407020110000095	C1C4A20123	1	Successful	1
<input checked="" type="checkbox"/>	355	K1/JTC/D/000004	16013K1D03067655	JTC0458	BHADRA	FP	OOLONG	0	155062	407020110000095	F893AF34F3	1	Successful	1
<input checked="" type="checkbox"/>	356	K1/JTC/D/000005	16013K1D03067668	JTC0459	Achabam	FP	OOLONG	0	613368.3	407020110000095	F893AF34F3	1	Successful	1
<input checked="" type="checkbox"/>	357	K1/JTC/D/000005	16013K1D03067669	JTC0460	MANI	FP	OOLONG	0	397383.16	407020110000095	FBE3881475	1	Successful	1
<input type="checkbox"/>	358	K1/JTC/D/000005	16013K1D03067670	JTC0461	BHADRA	FP	OOLONG	0	496704.2	407020110000095			Not Initiated	0
<input type="checkbox"/>	359	K1/JTC/D/000005	16013K1D03067671	JTC0462	Achabam	FP	OOLONG	0	613368.3	407020110000095			Not Initiated	0
<input type="checkbox"/>	360	K1/JTC/D/000005	16013K1D03067672	JTC0463	MANI	FP	OOLONG	0	397383.16	407020110000095			Not Initiated	0
<input type="checkbox"/>	361	K1/JTC/D/000005	16013K1D03067673	JTC0464	BHADRA	FP	OOLONG	0	496704.2	407020110000095			Not Initiated	0
<input type="checkbox"/>	362	K1/JTC/D/000005	16013K1D03067674	JTC0465	Achabam	FP	OOLONG	117.2	613368.3	407020110000095			Not Initiated	0
<input type="checkbox"/>	363	K1/JTC/D/000005	16013K1D03067675	JTC0466	MANI	FP	OOLONG	117.6	397383.16	407020110000095			Not Initiated	0
<input type="checkbox"/>	364	K1/JTC/D/000005	16013K1D03067676	JTC0467	BHADRA	FP	OOLONG	147	496704.2	407020110000095			Not Initiated	0
<input type="checkbox"/>	365	K1/JTC/D/000005	16013K1D03067677	JTC0468	Achabam	FP	OOLONG	147	613368.3	407020110000095			Not Initiated	0
<input type="checkbox"/>	366	K1/JTC/D/000005	16013K1D03067678	JTC0469	MANI	FP	OOLONG	117.6	397383.16	407020110000095			Not Initiated	0
<input type="checkbox"/>	367	K1/JTC/D/000005	16013K1D03067679	JTC0470	BHADRA	FP	OOLONG	147	496704.2	407020110000095			Not Initiated	0
<input type="checkbox"/>	668	K1/JTC/D/000005	16013K1D03067680	JTC0496	Achabam	FP	OOLONG	117.6	409178.44	407020110000095			Not Initiated	0
<input type="checkbox"/>	669	K1/JTC/D/000005	16013K1D03067681	JTC0497	MANI	FP	OOLONG	147	496704.2	407020110000095			Not Initiated	0
<input type="checkbox"/>	670	K1/JTC/D/000005	16013K1D03067682	JTC0498	BHADRA	FP	OOLONG	147	595684.2	407020110000095			Not Initiated	0
<input type="checkbox"/>	671	K1/JTC/D/000005	16013K1D03067683	JTC0499	Achabam	FP	OOLONG	117.6	409178.44	407020110000095			Not Initiated	0
<input type="checkbox"/>	672	K1/JTC/D/000005	16013K1D03067684	JTC0500	MANI	FP	OOLONG	147	496704.2	407020110000095			Not Initiated	0

Grand Total: TDS: Amount Payable:
 - Request has been initiated 5 times or the Request has been successful.
 - Request has been initiated up to 4 times.
* Request can only be initiated for a maximum of 5 times. Kindly ensure you have an active internet connection and IE ver.9 & above ONLY for using the Payment Feature.

Met Reserve Price - Indicates Division - Active Lots - Broadcast - Highest Bidder - Deal Indicator

Understanding the Payment Screen

1. The Payment screen will contain the following fields viz.

Season, Sale No, Days to Prompt, Auctioneer Name, Prompt Date which will auto reflect the values as per the selection criteria.

2. The grid contains the following columns viz.

Select checkboxes, Invoice No, Contract No, Deal Identification No, Lot No, Mark, Grade, Category, TDS on Buying brokerage, Grand Total, Account no, Req Ref No, URN, PaymentStatus, AttemptCount.

3. Days to Prompt field will display the number as the **difference** in the **Prompt Date** and the **Current Date**. For example, **Buyer's Prompt Date** is **30th April 2016** and **Current Date** is **10th April 2016** than **Days to Prompt** will be **20 days**.

4. After Buyer's Prompt Date is passed; the **Days to Prompt** field will reflect negative incremental values.

5. For example, after 30th April, i.e. on 1st May it will reflect as -1 than -2 from subsequent days and so on.

6. Buyer can only view Payment data after Prompt Date is passed until **Days to Prompt** displays as -1 & can generate the Challan if grace period is applicable until the buyer has exhausted the grace attempt as defined by the Tea Board.

7. From **Days to Prompt** -2 onwards, buyer won't be able to view the Payment data.

8. Each **Contract No** will have **Lot No** and its corresponding **Invoice No** which can be verified from the Contract Note screen.

9. Each **Lot No** will also have its corresponding **Deal Identification No, Mark, Grade** and **Category**.
10. The **Grand Total** column will reflect the amount to be paid by the Buyer for that **Deal Identification No**.
11. The **Grand Total** value should be **exactly equal** to the amount for that **Deal Identification No** in the **Contract Note**.
12. The charges will be calculated as defined by the **TAO**.
13. Amount payable will be equal to deduction of TDS from grand total.
14. Req Ref No is a unique no for every transaction generated by the e-auction system.
15. URN will be displayed on the buyers payment screen on confirmation from the bank of the buyer payment.

Generation of Challan

1. In order to use the Payment facility buyer must have an active internet connection and **Internet Explorer** browser **version 9** and **above ONLY**.
2. The note for the same is displayed on the screen as shown below.



3. To proceed with the payment option, buyer needs to select the desired Deal Identification No and click on the Select checkbox.
4. Initially the Pay button will be Inactive but after selecting the checkbox it becomes Active.
5. The Grand Total value for that Deal Identification No will be reflected below against the Grand Total (Rs) label.
6. If multiple checkboxes are selected then the **Grand Total** value will be displayed as the **sum** of the **Grand Total** of the individual **Deal Identification Nos**.

Select	InvoiceNo	CNNNo	DealIdenNo	LotNo	Mark	Grade	Category	TDS On BuyingBrkg	GrandTotal	Account No	Req Ref No	URN	PaymentStatus	Attem
<input type="checkbox"/>	672	K1/JTC/D/000005	16013K1D03067684	JTC0500	MANI	FP	OOLONG	147	496704.2	407020110000095			Not Initiated	0
<input type="checkbox"/>	671	K1/JTC/D/000005	16013K1D03067683	JTC0499	Achabam	FP	OOLONG	117.6	409178.44	407020110000095			Not Initiated	0
<input type="checkbox"/>	670	K1/JTC/D/000005	16013K1D03067682	JTC0498	BHADRA	FP	OOLONG	147	595684.2	407020110000095			Not Initiated	0
<input type="checkbox"/>	669	K1/JTC/D/000005	16013K1D03067681	JTC0497	MANI	FP	OOLONG	147	496704.2	407020110000095			Not Initiated	0
<input type="checkbox"/>	668	K1/JTC/D/000005	16013K1D03067680	JTC0496	Achabam	FP	OOLONG	117.6	409178.44	407020110000095			Not Initiated	0
<input type="checkbox"/>	367	K1/JTC/D/000005	16013K1D03067679	JTC0470	BHADRA	FP	OOLONG	147	496704.2	407020110000095			Not Initiated	0
<input type="checkbox"/>	366	K1/JTC/D/000005	16013K1D03067678	JTC0469	MANI	FP	OOLONG	117.6	397383.16	407020110000095			Not Initiated	0
<input type="checkbox"/>	365	K1/JTC/D/000005	16013K1D03067677	JTC0468	Achabam	FP	OOLONG	147	613368.3	407020110000095			Not Initiated	0
<input type="checkbox"/>	364	K1/JTC/D/000005	16013K1D03067676	JTC0467	BHADRA	FP	OOLONG	147	496704.2	407020110000095			Not Initiated	0
<input type="checkbox"/>	363	K1/JTC/D/000005	16013K1D03067675	JTC0466	MANI	FP	OOLONG	117.6	397383.16	407020110000095			Not Initiated	0
<input type="checkbox"/>	362	K1/JTC/D/000005	16013K1D03067674	JTC0465	Achabam	FP	OOLONG	117.2	613368.3	407020110000095			Not Initiated	0
<input type="checkbox"/>	361	K1/JTC/D/000005	16013K1D03067673	JTC0464	BHADRA	FP	OOLONG	0	496704.2	407020110000095			Not Initiated	0
<input type="checkbox"/>	360	K1/JTC/D/000005	16013K1D03067672	JTC0463	MANI	FP	OOLONG	0	397383.16	407020110000095			Not Initiated	0
<input checked="" type="checkbox"/>	359	K1/JTC/D/000005	16013K1D03067671	JTC0462	Achabam	FP	OOLONG	0	613368.3	407020110000095			Not Initiated	0
<input checked="" type="checkbox"/>	358	K1/JTC/D/000005	16013K1D03067670	JTC0461	BHADRA	FP	OOLONG	0	496704.2	407020110000095			Not Initiated	0
<input checked="" type="checkbox"/>	357	K1/JTC/D/000005	16013K1D03067669	JTC0460	MANI	FP	OOLONG	0	397383.16	407020110000095	FBE3881475	1	Successful	1
<input checked="" type="checkbox"/>	356	K1/JTC/D/000005	16013K1D03067668	JTC0459	Achabam	FP	OOLONG	0	613368.3	407020110000095	F893AF34F3	1	Successful	1
<input checked="" type="checkbox"/>	355	K1/JTC/D/000002	16013K1D03067653	JTC0458	BHADRA	FP	OOLONG	0	192600.2	407020110000095	8E30541081	1	Successful	1
<input checked="" type="checkbox"/>	355	K1/JTC/D/000002	16013K1D03067653	JTC0458	BHADRA	FP	OOLONG	0	192600.2	407020110000095	8E30541081	1	Successful	1
<input checked="" type="checkbox"/>	355	K1/JTC/D/000003	16013K1D03067654	JTC0458	BHADRA	FP	OOLONG	0	150548.5	407020110000095	C1C4A20123	1	Successful	1
<input checked="" type="checkbox"/>	355	K1/JTC/D/000003	16013K1D03067654	JTC0458	BHADRA	FP	OOLONG	0	150548.5	407020110000095	C1C4A20123	1	Successful	1
<input checked="" type="checkbox"/>	355	K1/JTC/D/000004	16013K1D03067655	JTC0458	BHADRA	FP	OOLONG	0	155062	407020110000095	F893AF34F3	1	Successful	1

Grand Total: 1110072.50 TDS: 0.00 Amount Payable: 1110072.50

- Request has been initiated 5 times or the Request has been successful.

- Request has been initiated up to 4 times.

* Request can only be initiated for a maximum of 5 times. Kindly ensure you have an active internet connection and IE ver. 9 & above ONLY for using the Payment Feature.

- Initially the Status will be "Not Initiated" and attempt Count will be 0.
- For Status as Not Initiated the color of the row will be White.
- Then buyer will click on Pay button.
- Buyer will be redirected to the Bill Desk payment page.
- The screen is displayed as below.
- Select Internet banking :

Pay using the Internet Banking accessing to your appropriate bank.

Select from the dropdown list of banks and make payment.

Internet Banking

NEFT/RTGS

Pay using Internet Banking

Merchant Name

Tea Board

Payment Amount: 40.00

All Banks

== Select your Bank ==

Make Payment

everywhere you want to be

Powered by

13. Online EFT-Fixed Account no

Internet Banking

NEFT/RTGS

Pay using Online EFT

Please select your payment option from the list below.

Online EFT

Online EFT

Online EFT

Online EFT - Fixed Account No

Merchant Name
Tea Board

Payment Amount: ₹ 40.00

VISA everywhere you want to be

Powered by
BillDesk

- 14. Buyer needs to Accept Terms and Conditions to Print the receipt or get the PDF by selecting the checkbox provided.
- 15. Buyer can also get the email of the receipt from Bill Desk by entering his or her email **address** in the textbox provided.

Tea eAuction

NEFT/RTGS Details for Fund Transfer

Beneficiary Name:	Tea eAuction-Online EFT	(mandatory)
Beneficiary A/C No.:	407020110000095	(mandatory)
Beneficiary IFSC:	BKID000TEAB	(mandatory)
Amount:	46.00	(mandatory)
Remarks:	GEF94618324184	(mandatory)

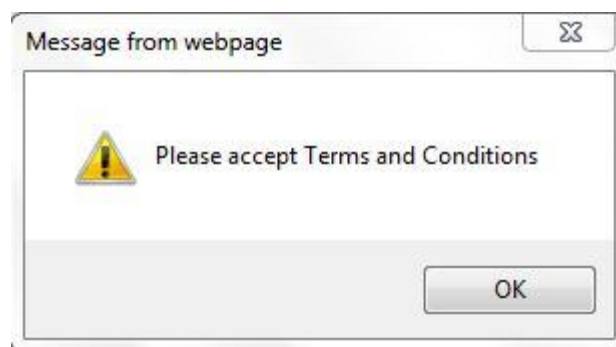
I/We (sender) have read, understood and accepted the following terms & conditions:

1. Please execute NEFT/RTGS from your bank within **Seven days or Prompt date whichever is earlier** of creating this slip, post which funds may be refunded and required service may not be rendered.
2. **Remarks is mandatory, please ensure that your Bank should enter the value of Remarks while initiating RTGS/NEFT, else the transaction will be treated as failed transaction.**
3. NEFT/RTGS should be initiated by using customer to customer bank account transfer [R41 mode only]. In case you are requesting your bank branch to initiate NEFT/RTGS on your behalf, it must be specifically using R41 mode only. Using any other mode for transfer of funds may be treated as invalid and required services may not be rendered.
4. NEFT/RTGS transfer amount should be an exact match with transaction amount mentioned on this slip (including paisa)

5. Do not round off the transfer amount even for the second decimal.
6. The sender should not initiate multiple NEFT/RTGS by breaking the amount in more than one part. Such EFTs will be treated as invalid transactions and required service will not be delivered.
7. NEFT/RTGS should be initiated from the sender's bank account as any refund/reversal will be credited in the same bank account.
8. It is sender's responsibility to ensure that the bank account is enabled for incoming NEFT/RTGS.
9. A nominal amount may be charged to the sender towards refund processing for invalid transactions / Refunds.
10. This transaction is proposed for JThomas and Company Private Ltd.
11. Bank of India customers are requested to visit branch and make the transaction through CBS menu by choosing BILDESK option.



16. If buyer does not accept terms and conditions and tries to get the print or the PDF of the receipt then a **validation message** will be displayed as shown below.

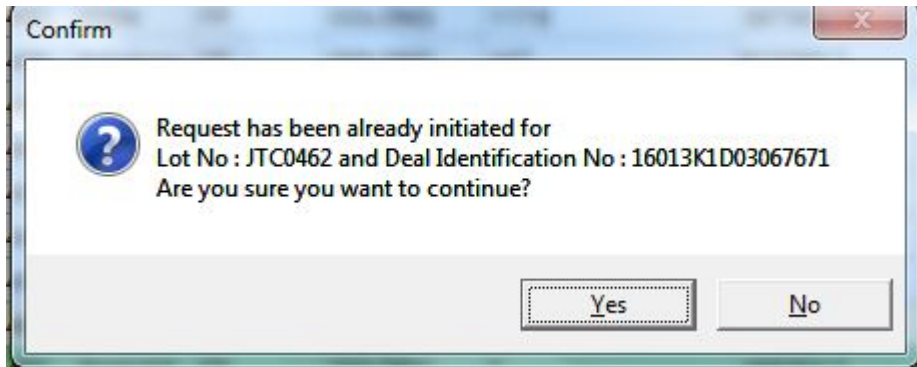


17. After completing the process, when buyer closes the **Payment Gateway** page then a **Warning message** will be displayed as shown below.



18. If the buyer has not taken the PDF and clicks on No then the window won't be closed until the buyer has taken the PDF.
19. If the buyer has taken the PDF and clicks Yes then the Payment Gateway window will be closed.
20. After the process is completed, the Status for that Deal Identification No will be changed from Not Initiated to Initiated; and Request Count will be changed from 0 to 1.
21. The color of the row will be changed from White to Green but the Select checkbox column will still remain unchecked.

- 22. If for any reason the buyer clicks on Pay and before saving the PDF the system crashes or for any other reason and buyer is unable to save the Challan then buyer can Reinitiate the process from point no 9 as mentioned above.
- 23. Buyer can reinitiate the process for maximum of 3 times and Request Count will be updated accordingly i.e. 1, 2 or 3.
- 24. Buyer will again click on the Select checkbox and a pop up message will be displayed as shown below.



- 25. After clicking OK, the tick appears on the checkbox for Deal Identification Nos whose Request Count is 1 or 2 as shown below.

<input checked="" type="checkbox"/>	359	K1/JTC/D/000005	16013K1D03067671	JTC0462	Achabam	FP	OOLONG	0	613368.3	407020110000095	CD291EB4AF	Initiated	1
-------------------------------------	-----	-----------------	------------------	---------	---------	----	--------	---	----------	-----------------	------------	-----------	---

- 26. After the Attempt Count is 5 the checkbox gets freezed with the tick and buyer won't be able to reinitiate the process again.

<input checked="" type="checkbox"/>	357	K1/JTC/D/000005	16013K1D03067669	JTC0460	MANI	FP	OOLONG	0	397383.16	407020110000095	FBE3881475	1	Successful	1
<input type="checkbox"/>	358	K1/JTC/D/000005	16013K1D03067670	JTC0461	BHADRA	FP	OOLONG	0	496704.2	407020110000095	6DE05009D0		Initiated	3
<input checked="" type="checkbox"/>	359	K1/JTC/D/000005	16013K1D03067671	JTC0462	Achabam	FP	OOLONG	0	613368.3	407020110000095	F1EC124934		Initiated	5
<input type="checkbox"/>	360	K1/JTC/D/000005	16013K1D03067672	JTC0463	MANI	FP	OOLONG	0	397383.16	407020110000095			Not Initiated	0
<input type="checkbox"/>	361	K1/JTC/D/000005	16013K1D03067673	JTC0464	BHADRA	FP	OOLONG	0	496704.2	407020110000095			Not Initiated	0
<input type="checkbox"/>	362	K1/JTC/D/000005	16013K1D03067674	JTC0465	Achabam	FP	OOLONG	117.2	613368.3	407020110000095			Not Initiated	0
<input type="checkbox"/>	363	K1/JTC/D/000005	16013K1D03067675	JTC0466	MANI	FP	OOLONG	117.6	397383.16	407020110000095			Not Initiated	0
<input type="checkbox"/>	364	K1/JTC/D/000005	16013K1D03067676	JTC0467	BHADRA	FP	OOLONG	147	496704.2	407020110000095			Not Initiated	0
<input type="checkbox"/>	365	K1/JTC/D/000005	16013K1D03067677	JTC0468	Achabam	FP	OOLONG	147	613368.3	407020110000095			Not Initiated	0
<input type="checkbox"/>	366	K1/JTC/D/000005	16013K1D03067678	JTC0469	MANI	FP	OOLONG	117.6	397383.16	407020110000095			Not Initiated	0
<input type="checkbox"/>	367	K1/JTC/D/000005	16013K1D03067679	JTC0470	BHADRA	FP	OOLONG	147	496704.2	407020110000095			Not Initiated	0
<input type="checkbox"/>	668	K1/JTC/D/000005	16013K1D03067680	JTC0496	Achabam	FP	OOLONG	117.6	409178.44	407020110000095			Not Initiated	0
<input type="checkbox"/>	669	K1/JTC/D/000005	16013K1D03067681	JTC0497	MANI	FP	OOLONG	147	496704.2	407020110000095			Not Initiated	0
<input type="checkbox"/>	670	K1/JTC/D/000005	16013K1D03067682	JTC0498	BHADRA	FP	OOLONG	147	595684.2	407020110000095			Not Initiated	0
<input type="checkbox"/>	671	K1/JTC/D/000005	16013K1D03067683	JTC0499	Achabam	FP	OOLONG	117.6	409178.44	407020110000095			Not Initiated	0
<input type="checkbox"/>	672	K1/JTC/D/000005	16013K1D03067684	JTC0500	MANI	FP	OOLONG	147	496704.2	407020110000095			Not Initiated	0

Grand Total : TDS : Amount Payable :

- Request has been initiated 5 times or the Request has been successful.

- Request has been initiated up to 4 times.

* Request can only be initiated for a maximum of 5 times. Kindly ensure you have an active internet connection and IE ver.9 & above ONLY for using the Payment Feature.

- 27. The color of the row changes from White to Purple.
- 28. After the request has been initiated, and buyer has made the payment in the bank; the Status will be changed from Initiated to Successful as shown below and Delivery **Order** will be **generated**.

Select	InvoiceNo	CNNo	DealIdenNo	LotNo	Mark	Grade	Category	TDS On BuyingBrkg	GrandTotal	Account No	Req Ref No	URN	PaymentStatus	Attempt
<input checked="" type="checkbox"/>	355	K1/JTC/D/000002	16013K1D03067653	JTC0458	BHADRA	FP	OOLONG	0	192600.2	407020110000095	8E30541081	1	Successful	1
<input checked="" type="checkbox"/>	355	K1/JTC/D/000002	16013K1D03067653	JTC0458	BHADRA	FP	OOLONG	0	192600.2	407020110000095	8E30541081	1	Successful	1
<input checked="" type="checkbox"/>	355	K1/JTC/D/000003	16013K1D03067654	JTC0458	BHADRA	FP	OOLONG	0	150548.5	407020110000095	C1C4A20123	1	Successful	1
<input checked="" type="checkbox"/>	355	K1/JTC/D/000003	16013K1D03067654	JTC0458	BHADRA	FP	OOLONG	0	150548.5	407020110000095	C1C4A20123	1	Successful	1
<input checked="" type="checkbox"/>	355	K1/JTC/D/000004	16013K1D03067655	JTC0458	BHADRA	FP	OOLONG	0	155062	407020110000095	F893AF34F3	1	Successful	1
<input checked="" type="checkbox"/>	356	K1/JTC/D/000005	16013K1D03067668	JTC0459	Achabam	FP	OOLONG	0	613368.3	407020110000095	F893AF34F3	1	Successful	1
<input checked="" type="checkbox"/>	357	K1/JTC/D/000005	16013K1D03067669	JTC0460	MANI	FP	OOLONG	0	397383.16	407020110000095	FBE3881475	1	Successful	1

29. Even if after the 5th attempt the request is not successful due to the reason mentioned in point no 22 then buyer needs to contact Admin, who will in turn Re-open the request and buyer can again start the process from point no 3.
30. The status of the color codes of the rows are mentioned on the Payment screen at the bottom along with the note as shown below.

Grand Total: 1110072.50 TDS: 0.00 Amount Payable: 1110072.50

- Request has been initiated 5 times or the Request has been successful.

- Request has been initiated up to 4 times.

** Request can only be initiated for a maximum of 5 times. Kindly ensure you have an active internet connection and IE ver.9 & above ONLY for using the Payment Feature.*

Exporting the Payment details

1. Buyer can also export the Payment details into his local machine.
2. After selecting the appropriate selection criteria and clicking Refresh, the data will be loaded in the grid.
3. After clicking on the Export button, select the path where the file needs to be saved.
4. After selecting the path, click on Save button.
5. The file will be successfully exported into the buyer's local machine.

Delivery Order

About Delivery Order

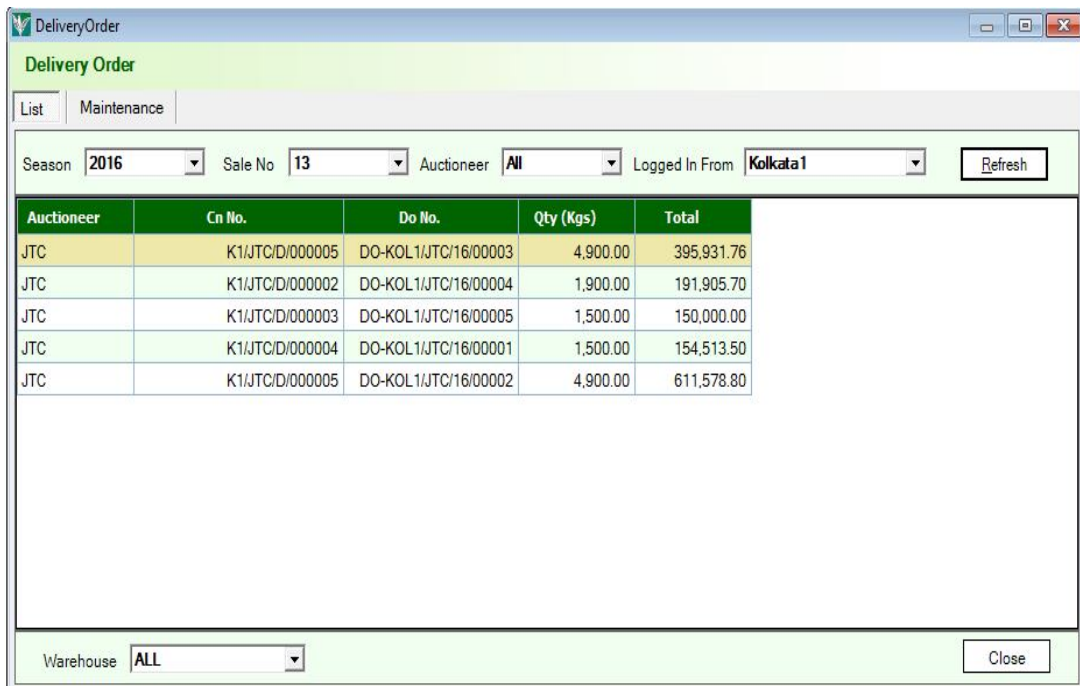
The **Delivery Order** option allows Buyer to view the Delivery Orders once generated.

Viewing Delivery Order

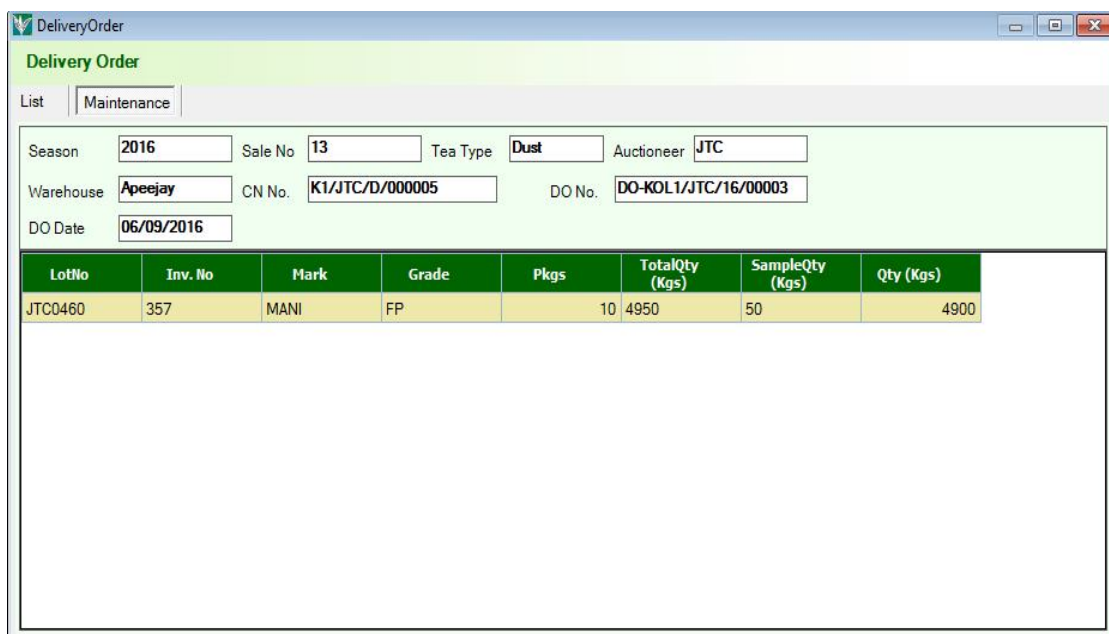
1. Log on to **e-Auction Buyer** application.
2. On the menu bar, click **Post Auction** and then select **Delivery Order**.
3. **Buyer module** displays the **Delivery Order** screen as shown in the following figure.

Field	Description
Season	➤ Select the appropriate season from the drop-down list.
Sale No	➤ Select the appropriate sale number from the drop down list.
Auctioneer	➤ Select the appropriate auctioneer from the drop-down list.
Logged in from	➤ Select the auction centre from where the buyer logged in for bidding.

4. Enter the proper details.
5. Click **Refresh** button to view the delivery order details.
6. **Buyer module** displays the refreshed grid list with delivery order details as shown in the following screen.



7. Select the required record and click the **Maintenance** tab to view the delivery order details.
8. **Buyer module** displays the delivery order details screen as shown in the following screen.



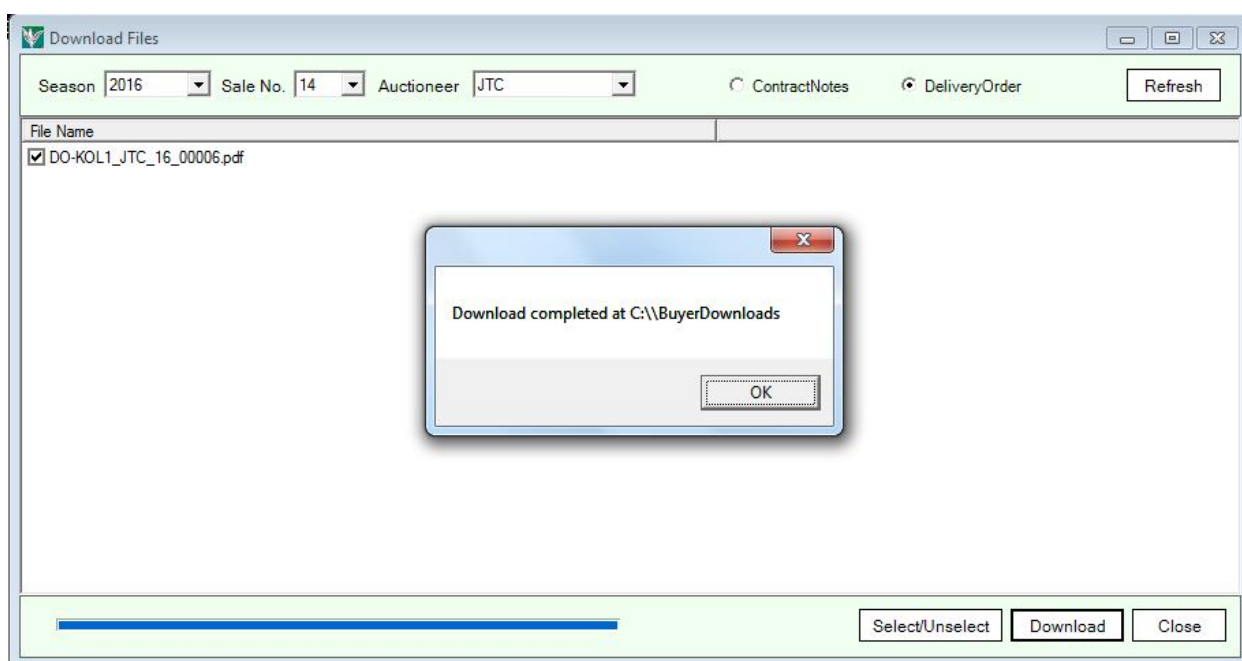
Field	Description
Season	➤ Displays the season details.
Sale No	➤ Displays the sale no.
Tea Type	➤ Displays the Tea Type.
Auctioneer	➤ Displays the Auctioneer name.
Warehouse	➤ Displays the warehouse.
CN No	➤ Displays the CN number.
DO No	➤ Displays the delivery order number.
DO Date	➤ Displays the delivery order date.

9. Click **Close** button to exit from the current screen.

Download CN-DO Files

Buyer can Download DeliveryOrder files only when delivery files are available in the delivery order window.

Field	Description
ContractNotes	➤ Displays the CN file in pdf format where buyer can download the file on selection of file
DeliveryOrder	➤ Displays the DeliveryOrder list wher buyer can download the file on selection of file
Auctioneer	➤ Displays the Auctioneer name in the dropdown list



Reports

In this chapter, you will learn how to search and view:

- Post-Auction Catalog
- Auctioneer's Tasting Cum Valuation Report
- Auction Catalog Summary
- Fresh Arrivals (Month Wise)
- Fresh Arrivals (Based On Tea Production)
- Tea Available
- Buyer Purchase Abstract
- Knockdown Lots

- Unsold Lots
- Auction Price List
- Month Sale (TTA Wise)
- Historical Prices
- Lots Pending Delivery
- Lot Types
- Sales Average Report
- Other Reports

Common Features in Report

There are two common features in Report. They are:

- Printing
- Exporting

Printing a Report

This section provides a detailed procedure on how to print a report.

1. On the **e-Auction** home page, point to **Report**.
2. Select any report of your choice from the drop-down list.
3. **e-Auction** displays the report window based on your selection criteria.
4. A sample entry is shown in the following figure.



Month	Leaf		Dust		Total
	Packages	Qty (Kgs)	Packages	Qty (Kgs)	

5. Select/enter the appropriate search criteria.
6. Click on the **Refresh** button.
7. **e-Auction** displays the results based on your selection criteria.
8. A sample entry is shown in the following figure.

Month	Leaf		Dust		Total
	Packages	Qty (Kgs)	Packages	Qty (Kgs)	
August	5345	27699.3	546	7230	5891
July	300	6500	5344	38822	5644
June	5140	68109.5	1714	54216	6854
May	0	0	2345	5675.25	2345

- Click on the **Print** button.

Exporting a Report

This section provides a detailed procedure on how to export a report.

- On the **e-Auctions** home page, point to **Report**.
- Select any report of your choice from the drop-down list.
- e-Auction** displays the report window based on your selection criteria.
- A sample entry is shown in the following figure.

Month	Leaf		Dust		Total
	Packages	Qty (Kgs)	Packages	Qty (Kgs)	
August	5345	27699.3	546	7230	5891
July	300	6500	5344	38822	5644
June	5140	68109.5	1714	54216	6854
May	0	0	2345	5675.25	2345

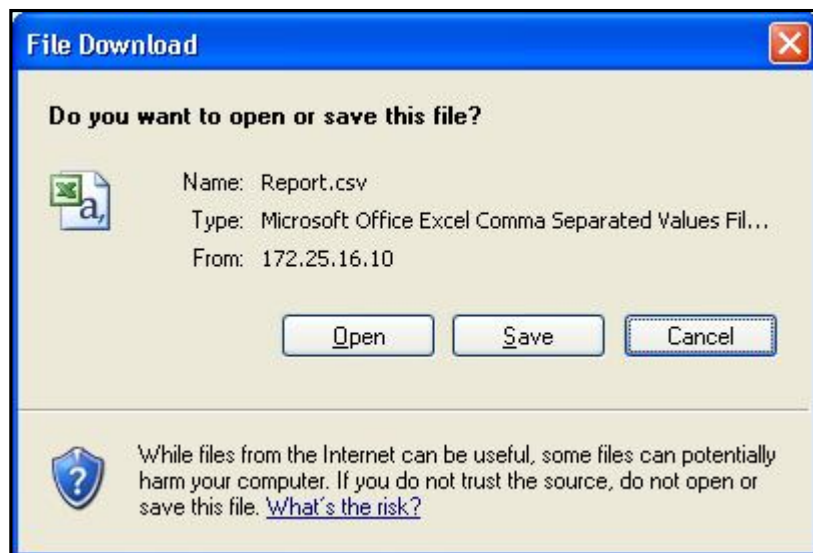
- Select/enter the appropriate search criteria.

6. Click on the Refresh button.
7. **Buyer module** displays the results based on your selection criteria.
8. A sample entry is shown in the following figure.

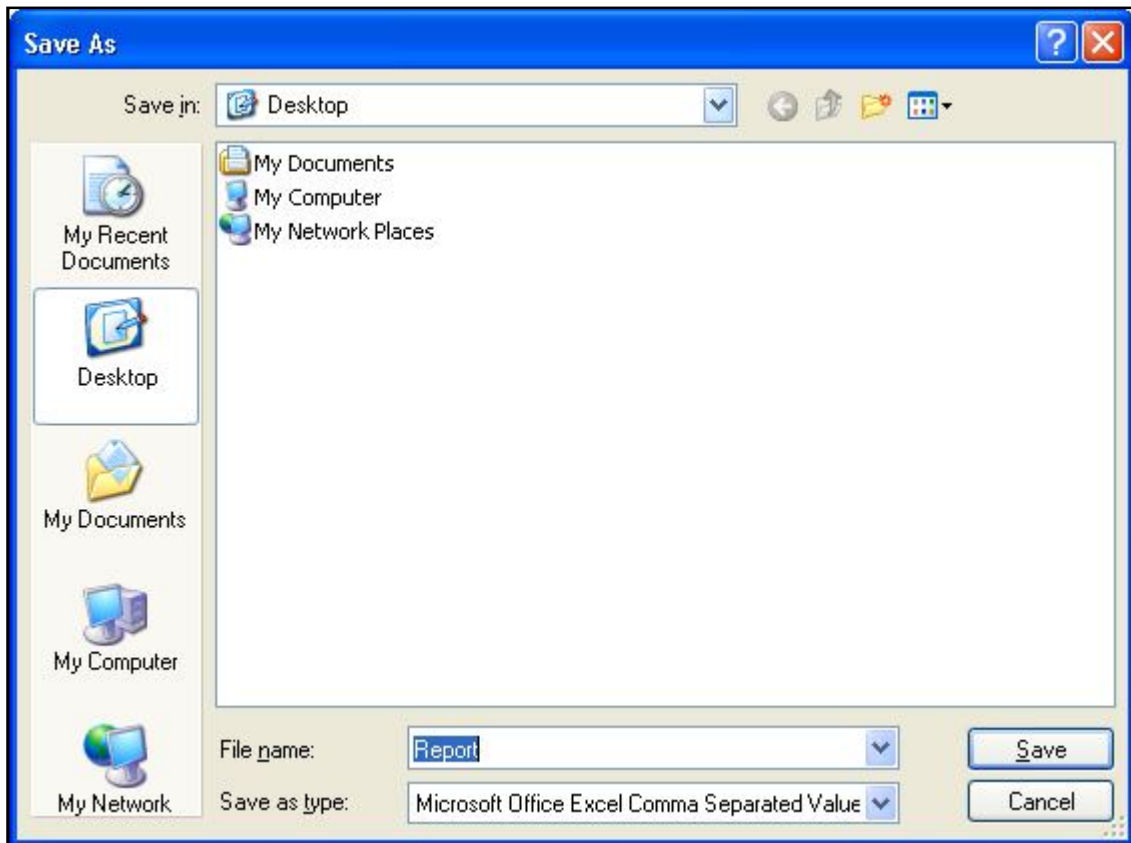
Month	Leaf		Dust		Total
	Packages	Qty (Kgs)	Packages	Qty (Kgs)	
August	5345	27699.3	546	7230	5891
July	300	6500	5244	29922	5844
June	5140	68109.5	1714	54216	6854
May	0	0	2345	5675.25	2345

Buttons: Refresh, Print, Export

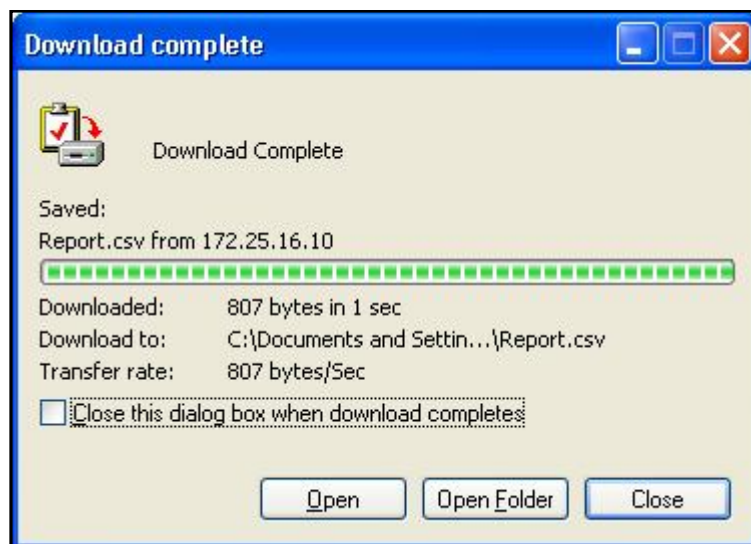
9. Click on the **Export** button.
10. **Buyer module** displays the pop-up window as shown in the following figure.



11. Click on the **Save** button.
12. **Save As** window is displayed, as shown in the following figure.



13. Select the location of your choice from the **Desktop** scroll down bar.
14. Click on the **Save** button.
15. **Download Complete** window will be displayed as shown in the following figure.



16. You can now open and view the report by clicking on the **Open** button.
17. A sample entry is shown in the following figure.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	Tea Available	Report													
2															
3	Auctioneer	Manufactu	Orgin	Mark	Grade	Tea Type	Packages	QTY (Kgs)							
4	rabi01	rabi01	Uttarancha	mark01	grade02	LEAF	100	500							
5	rabi01	rabi01	Uttarancha	mark01	grade03	LEAF	333	1332							
6	rabi01	rabi01	Uttarancha	mark01	grade04	LEAF	102	561							
7	rabi02	rabi02	Uttarancha	mark02	grade01	LEAF	343	308.7							
8	rabi02	rabi02	Uttarancha	mark02	grade02	LEAF	739	1330.2							
9	rabi02	rabi02	Uttarancha	mark02	grade04	LEAF	255	229.5							
10	rabi03	rabi03	Uttarancha	mark03	grade02	LEAF	592	2664							
11	rabi03	rabi03	Uttarancha	mark03	grade03	LEAF	427	1537.2							
12	rabi03	rabi03	Uttarancha	mark03	grade04	LEAF	152	410.4							
13															
14															
15															
16															
17															
18															
19															
20															
21															
22															
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33															
34															

Post Auction Catalog Report

Post Auction Catalog report displays the post auction details of all lots offered on a particular sale date by all auctioneers. For example, Buyer name, Deal Price, Deal Quantity, and Lot Status. Etc.

Viewing Post Auction Catalog Report

This section provides a detailed procedure on how to view post auction catalog report.

1. Log on to **e-Auction Buyer** application.
2. On the menu bar, click **Reports** and then select **Post Auction Catalog Report**.
3. **Buyer module** displays the **Post Auction Catalog** Report screen as shown in the following figure.

Post Auction Catalog Report

Post Auction Catalog Report

Season: 2009 Sale No.: 42 Auction Date: 22/10/2009 Auctioneer: All

TeaType: ALL Category: ALL Session Time: 12:00:00 - 12:55:00 Status: All

LotNo	InvoiceNo	Tea Type	Category	Mark	Grade	Origin

Refresh Print Export

Field	Default Value	Description
Season	◆ Current Year	◆ Select the appropriate season from the drop-down list.
Sale No	◆ First defined sale no of the season	◆ Select the appropriate sale number from the drop-down list. ◆ All defined sale nos. of the season as defined by TAO.
Auction Date	◆ First auction date of default sale no	◆ Select the appropriate auction date from the drop-down list. ◆ All sale dates of selected sale no as defined by TAO
Auctioneer	◆ ALL	◆ Select the appropriate auctioneer from the drop-down list. ◆ All the auctioneer names along with option All.
Tea Type	◆ ALL	◆ Select the appropriate tea type from the drop-down list. ◆ Options viz. Leaf, Dust along with options All.
Category	◆ ALL	◆ Select the appropriate category from the drop-down list. ◆ Options viz. CTC, Orthodox, Darjeeling, Oolong, and Green along with option All.
Session Time	◆ First auction session of default auction date	◆ Select the appropriate session time from the drop-down list. ◆ All sessions of selected sale date as defined by TAO

Field	Default Value	Description
Status	◆ ALL	<ul style="list-style-type: none"> ◆ Select the appropriate lot status from the drop-down list. ◆ Options viz. sold, unsold along with option All.

4. Select the appropriate details.
5. Click on the Refresh button.
6. Buyer module displays the post auction catalog report based on your search criteria.
7. A sample entry is shown in the following figure.

LotNo	InvoiceNo	Tea Type	Category	Mark	Grade	Origin
PTM1001	DC518	DUST	CTC	Sessam	D	ASSAM
PTM1002	DC547	DUST	CTC	Sessam	D	ASSAM
PTM1002	DC547	DUST	CTC	Sessam	D	ASSAM
PTM1003	DC133	DUST	CTC	Sessam	D	ASSAM
PTM1003	DC133	DUST	CTC	Sessam	D	ASSAM
PTM1004	DC52	DUST	CTC	Sessam	D	ASSAM
PTM1005	DC882	DUST	CTC	SARAMATI	PD	Manipur-NA-NA
PTM1006	DC023	DUST	CTC	Ranibari	D	TRIPURA
PTM1001	DC518	DUST	CTC	Sessam	D	ASSAM

Note: Details of a session will be displayed on completion of that session.

Auctioneer's Tasting Cum Valuation Report

Auctioneer's Tasting Cum Valuation Report displays the lots published for a particular sale program with the valuations and comments made by the auctioneer for each lot. For example, Auctioneer's valuation, Mark and packaging comments, etc.

Viewing Auctioneer's Tasting Cum Valuation Report

1. Log on to **e-Auction Buyer** application.
2. On the menu bar, click **Reports** and then select **Auctioneer's Tasting Cum Valuation Report**.
3. **Buyer module** displays the **Auctioneer's Tasting Cum Valuation Report** screen as shown in the following figure.

Field	Description
Season	<ul style="list-style-type: none"> ➤ Select the appropriate season from the drop-down list. ➤ This field is mandatory.
Sale No	<ul style="list-style-type: none"> ➤ Select the appropriate sale number from the drop-down list. ➤ This field is mandatory.
Auction Date	<ul style="list-style-type: none"> ➤ Select the appropriate auction date from the drop-down list. ➤ This field is mandatory.
Tea Type	<ul style="list-style-type: none"> ➤ Select the appropriate tea type from the drop-down list. ➤ This field is mandatory.
Category	<ul style="list-style-type: none"> ➤ Select the appropriate category from the drop-down list. ➤ This field is mandatory.
Auctioneer	<ul style="list-style-type: none"> ➤ Select the appropriate auctioneer from the drop-down list. ➤ This field is mandatory.

4. Select the appropriate details and click the **Refresh** button.
5. **Buyer** module displays the **Auctioneer's Tasting Cum Valuation Report** page, based on your search criteria.
6. A sample entry is shown in the following figure.

Auctioneer Tasting and Valuation Report

Auctioneer Tasting And Valuation Report

Season: 2008 Sale No: 2 Auction Date: 9/7/2008

Tea Type: All Category: ORTHODOX Auctioneer: All

Auctioneer	Mark/Grade	Tea Type	Category	Base Price	Auctioneer's Valuation	Mark & Packaging Comment
P1	Borjan/BOP	LEAF	ORTHODOX	70	0	
P1	Borjan/BOP	LEAF	ORTHODOX	80	0	
P2	Surti/FBOP	LEAF	ORTHODOX	390	0	

Refresh Print Export

Auction Catalog Summary

In the Auction Catalog Summary report, you can view the report by selecting the appropriate season, sale number, and auction date. It provides information on the tea types that are up for sale on a particular auction date.

Viewing Auction Catalog Summary

1. Log on to **e-Auction Buyer** application.
2. On the menu bar, click **Reports** and then select **Auctioneer Catalog Summary Report**.
3. **Buyer module** displays the **Auctioneer Catalog Summary Report** screen as shown in the following figure.

Field	Description
Season	<ul style="list-style-type: none"> ➤ Select the appropriate season from the drop-down list. ➤ This field is mandatory.
Sale No	<ul style="list-style-type: none"> ➤ Select the appropriate sale number from the drop-down list. ➤ This field is mandatory.
Auction Date	<ul style="list-style-type: none"> ➤ Select the appropriate auction date from the drop-down list. ➤ This field is mandatory.
Auctioneer	<ul style="list-style-type: none"> ➤ Select the appropriate auctioneer from the drop-down list. ➤ This field is mandatory.

4. Select the appropriate details and click the **Refresh** button.
5. **Buyer module** displays the **Auction Catalog Summary** results, based on your search criteria.
6. A sample entry is shown in the following figure.

Auctioneer	Sale No	Auction Date	Tea Type	Category	Packages	Qty
P1	1	9/3/2008	DUST	CTC	622	622
P2	1	9/3/2008	DUST	CTC	100	200
P1	2	9/8/2008	DUST	CTC	123	147
P2	2	9/7/2008	LEAF	CTC	100	250
P2	2	9/8/2008	DUST	CTC	100	150
P1	3	9/12/2008	LEAF	CTC	1290	289
P2	3	9/12/2008	LEAF	CTC	100	250
P1	1	9/3/2008	DUST	DARJEELING	385	211
P2	1	8/27/2008	LEAF	DARJEELING	50	150
P2	1	9/3/2008	DUST	DARJEELING	50	125

Fresh Arrivals (Monthly Wise)

Fresh arrivals report is based on the invoice entered by the manufacturers displaying the data category wise in terms of packages and kilograms. In the fresh arrivals report, you can view the report by selecting the appropriate season.

Viewing Fresh Arrivals (Monthly Wise)

1. Log on to **e-Auction Buyer** application.
2. On the menu bar, click **Reports** and then select **Month Wise Arrival of Fresh Tea Report**.
3. **Buyer module** displays the **Month Wise Arrival of Fresh Tea Report** screen as shown in the following figure.

Month wise Fresh Arrival of Tea

Month wise Fresh Arrival of Tea

Season: 2008

Month	Leaf		Dust		Total	
	Packages	Qty (Kgs)	Packages	Qty (Kgs)	Packages	

Refresh Print Export

Field	Description
Season	<ul style="list-style-type: none"> ➤ Select the appropriate season from the drop-down list. ➤ This field is mandatory.

4. Select the appropriate details and click the **Refresh** button.
5. **Buyer module** displays the **Fresh Arrivals (Monthly Wise)** report, based on your search criteria.
6. A sample entry is shown in the following figure.

Month wise Fresh Arrival of Tea

Month wise Fresh Arrival of Tea

Season: 2008

Month	Leaf		Dust		Total	
	Packages	Qty (Kgs)	Packages	Qty (Kgs)	Packages	
August	5345	27699.3	546	7230	5891	34
July	300	6500	5344	38822	5644	45
June	5140	68109.5	1714	54216	6854	12
May	0	0	2345	5675.25	2345	56

Refresh Print Export

Fresh Arrivals (Based On Tea Production)

Fresh arrivals report is based on the invoice entered by the manufacturers displaying the data category wise in terms of packages and kilograms. In the fresh arrivals report, you can view the report by selecting the appropriate season.

Viewing Fresh Arrivals (Based On Tea Production) Report

1. Log on to **e-Auction Buyer** application.
2. On the menu bar, click **Reports** and then select **Fresh Arrival Based on Tea Production Report**.
3. **Buyer module** displays the **Month Wise Arrival of Fresh Tea Report** screen as shown in the following figure.

Manufacturer	Origin	Mark	Grade	Quantity (Kgs)	Period Of Manufacture
--------------	--------	------	-------	----------------	-----------------------

Field	Description
Season	<ul style="list-style-type: none">➤ Select the appropriate season from the drop-down list.➤ This field is mandatory.
Month	<ul style="list-style-type: none">➤ Select the appropriate month from the drop-down list.

4. Select the appropriate details and click the **Refresh** button.
5. **Buyer module** displays the **Fresh Arrivals (Based on Tea Production)** report, based on your search criteria.
6. A sample entry is shown in the following figure.

Manufacturer	Origin	Mark	Grade	Quantity (Kgs)	Period Of Manufacture
MF2	Kerala	Mark	FP	25000	7/28/2008 12:00...

Tea Available

The auction sessions for all auction dates in a sale program and the time duration of each session will be defined based on the quantity of tea available for sale. In the Tea Available summary report, you can view the report Tea Type wise, Mark wise and Auctioneer wise by selecting the appropriate season, sale number, and auction date.

Viewing Tea Available

1. Log on to **e-Auction Buyer** application.
2. On the menu bar, click **Reports** and then select **Tea Available Report**.
3. **Buyer module** displays the **Tea Available Report** screen as shown in the following figure.

Field	Description
Season	<ul style="list-style-type: none"> ➤ Select the appropriate season from the drop-down list. ➤ This field is mandatory.
Sale No	<ul style="list-style-type: none"> ➤ Select the appropriate sale number from the drop-down list. ➤ This field is mandatory.
Auction Date	<ul style="list-style-type: none"> ➤ Select the appropriate auction date from the drop-down list. ➤ This field is mandatory.
Tea Type	<ul style="list-style-type: none"> ➤ Select the appropriate tea type from the drop-down list.
Mark	<ul style="list-style-type: none"> ➤ Select the appropriate mark from the drop-down list.
Auctioneer	<ul style="list-style-type: none"> ➤ Select the appropriate auctioneer from the drop-down list.

4. Select the appropriate details and click the **Refresh** button.
5. **Buyer module** displays the **Tea Available** page, based on your search criteria.
6. A sample entry is shown in the following figure.

Tea Available

Season: 2008 Sale No: 2 Auction Date: 9/7/2008
 Tea Type: All Mark: All Auctioneer: All

Auctioneer	Manufacturer	Tea Type	Mark	Grade	Origin	Pack
P1	MF1	Karnataka-Kozhi...	Hapjan	BOP	LEAF	1343
P1	MF1	Karnataka-Kozhi...	Hapjan	FP	LEAF	405
P1	MF1	Karnataka-Kozhi...	Hapjan	FBOP	LEAF	604
P1	MF1	Karnataka-Kozhi...	Hapjan	P	LEAF	330
P1	MF1	Karnataka-Kozhi...	Borjan	BOP	LEAF	1343
P1	MF1	Karnataka-Kozhi...	Borjan	FP	LEAF	405
P1	MF1	Karnataka-Kozhi...	Borjan	FBOP	LEAF	604
P1	MF1	Karnataka-Kozhi...	Borjan	P	LEAF	330
P2	MF2	Kerala	Surti	BOP	LEAF	1343
P2	MF2	Kerala	Surti	FP	LEAF	405

Refresh Print Export

Buyers Purchase Abstract

In the Buyer Purchase Abstract, you can view the report by selecting the appropriate season, sale number, and auction date etc. This report would provide details of the deals knocked down in the favor of the buyers. The buyer would be able to view the purchases made by him.

Viewing Buyers Purchase Abstract

1. Log on to **e-Auction Buyer** application.
2. On the menu bar, click **Reports** and then select **Buyer Purchase Abstract**.
3. **Buyer module** displays the **Buyer Purchase Abstract** screen as shown in the following figure.

Buyers Purchase Abstract

Season: 2008 Sale No: 1 Auction Date: 9/2/2008
 Tea Type: Leaf Category: All Auctioneer: All

Period of Manufacture	Category	Mark	Grade	Packages	Quantity (kgs)	CN N
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Refresh Print Export

Field	Description
Season	<ul style="list-style-type: none"> ➤ Select the appropriate season from the drop-down list. ➤ This field is mandatory.
Sale No	<ul style="list-style-type: none"> ➤ Select the appropriate sale number from the drop-down list. ➤ This field is mandatory.
Auction Date	<ul style="list-style-type: none"> ➤ Select the appropriate auction date from the drop-down list. ➤ This field is mandatory.
Tea Type	<ul style="list-style-type: none"> ➤ Select the appropriate tea type from the drop-down list.
Category	<ul style="list-style-type: none"> ➤ Select the appropriate category from the drop-down list.
Auctioneer	<ul style="list-style-type: none"> ➤ Select the appropriate auctioneer from the drop-down list.

4. Select the appropriate details and click the **Refresh** button.
5. **Buyer module** displays the **Buyers Purchase Abstract** page, based on your search criteria.
6. A sample entry is shown in the following figure.

Period of Manufacture	Category	Mark	Grade	Packages	Quantity (kgs)	CN N
8/4/2008 - 8/10/...	DARJEELING	Mark	BOP	50	1500	31
8/4/2008 - 8/10/...	OOLONG	Mark	BOP	50	750	32

Knockdown Lots

The knockdown will start on completion of the Minimum Bidding Time (as configured by the Admin). All the bids received for the lots will be arranged and knocked down. The system can automatically knockdown the lots which have met or exceeded the Reserve Price. In the Knockdown Lots, you can view the report by selecting the appropriate season, sale number, auction date, and auctioneer.

Viewing Knockdown Lots

1. Log on to **e-Auction Buyer** application.
2. On the menu bar, click **Reports** and then select **KnockDown Lots** Report.
3. **Buyer module** displays the **KnockDown Lots** screen as shown in the following figure.

Field	Description
Season	<ul style="list-style-type: none"> ➤ Select the appropriate season from the drop-down list. ➤ This field is mandatory.
Sale No	<ul style="list-style-type: none"> ➤ Select the appropriate sale number from the drop-down list. ➤ This field is mandatory.
Auction Date	<ul style="list-style-type: none"> ➤ Select the appropriate auction date from the drop-down list. ➤ This field is mandatory.
Tea Type	<ul style="list-style-type: none"> ➤ Select the appropriate tea type from the drop-down list.
Mark	<ul style="list-style-type: none"> ➤ Select the appropriate mark from the drop-down list.
Auctioneer	<ul style="list-style-type: none"> ➤ Select the appropriate auctioneer from the drop-down list. ➤ This field is mandatory.

4. Select the appropriate details and click the **Refresh** button.
5. **Buyer module** displays the **Knockdown Lots** page, based on your search criteria.
6. A sample entry is shown in the following figure.

Knockdown Lots (Qty)

Season: 2008 Sale No: 1 Auction Date: 8/27/2008
 Tea Type: Leaf Mark: All Auctioneer: All

Auctioneer	Period of Manufacture	Mark	Grade	Packages	Quantity (kgs)
P2	8/4/2008 - 8/10/...	Mark	BOP	50	1500
P2	8/4/2008 - 8/10/...	Mark	BOP	50	750

Refresh Print Export

Unsold Lots

Lots which did not receive any bid or the bids did not meet the reserve price would become unsold. Unsold Lots report can be viewed by selecting the appropriate season, sale number, auction date, auctioneer, and tea type.

Viewing Unsold Lots

1. Log on to **e-Auction Buyer** application.
2. On the menu bar, click **Reports** and then select **Unsold Lots** Report.
3. **Buyer module** displays the **Unsold Lots** screen as shown in the following figure.

Unsold Lots

Season: 2008 Sale No: 1 Auction Date: 9/2/2008
 Tea Type: Leaf Mark: Hapjan Auctioneer: All

Auctioneer	Period of Manufacture	Mark	Grade	Packages	Quantity (kgs)
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Refresh Print Export

Field	Description
Season	<ul style="list-style-type: none"> ➤ Select the appropriate season from the drop-down list. ➤ This field is mandatory.
Sale No	<ul style="list-style-type: none"> ➤ Select the appropriate sale number from the drop-down list. ➤ This field is mandatory.
Auction Date	<ul style="list-style-type: none"> ➤ Select the appropriate auction date from the drop-down list. ➤ This field is mandatory.
Tea Type	<ul style="list-style-type: none"> ➤ Select the appropriate tea type from the drop-down list. ➤ This field is mandatory.
Mark	<ul style="list-style-type: none"> ➤ Select the appropriate mark from the drop-down list.
Auctioneer	<ul style="list-style-type: none"> ➤ Select the appropriate auctioneer from the drop-down list. ➤ This field is mandatory.

4. Select the appropriate details and click the **Refresh** button.
5. **Buyer module** displays the **Unsold Lots** report, based on your search criteria.
6. A sample entry is shown in the following figure.

Auctioneer	Period of Manufacture	Mark	Grade	Packages	Quantity (kgs)
P2	8/4/2008 - 8/10/...	Mark	BOP	50	500
P2	8/4/2008 - 8/10/...	Mark	BOP	50	1000

Auction Price List

Auction Price List displays at the manufacturer at what price the lots have been knocked down on a particular auction date. Auction Price List displays the average auction price for each lot separately which has been sold.

In the Auction Price List, you can view the report by selecting the appropriate season, sale number, auction date, and session time.

Viewing Auction Price List

1. Log on to **e-Auction Buyer** application.
2. On the menu bar, click **Reports** and then select **Auction Price List** Report.
3. **Buyer module** displays the **Auction Price List** screen as shown in the following figure.

Field	Description
Season	<ul style="list-style-type: none"> ➤ Select the appropriate season from the drop-down list. ➤ This field is mandatory.
Sale No	<ul style="list-style-type: none"> ➤ Select the appropriate sale number from the drop-down list. ➤ This field is mandatory.
Auction Date	<ul style="list-style-type: none"> ➤ Select the appropriate auction date from the drop-down list. ➤ This field is mandatory.
Auctioneer	<ul style="list-style-type: none"> ➤ Select the appropriate auctioneer from the drop-down list.
Session Time	<ul style="list-style-type: none"> ➤ Select the appropriate session time from the drop-down list. ➤ This field is mandatory.

4. Select the appropriate details and click the **Refresh** button.
5. **Buyer module** displays the **Auction Price List** report, based on your search criteria.
6. A sample entry is shown in the following figure.

Auctioneer	Period of Manufacture	Mark	Grade	Packages	Quantity (kgs)	Avg Auct Price
P2	8/4/2008 - 8/10/...	Mark	BOP	50	750	350
P2	8/4/2008 - 8/10/...	Mark	BOP	50	1500	360

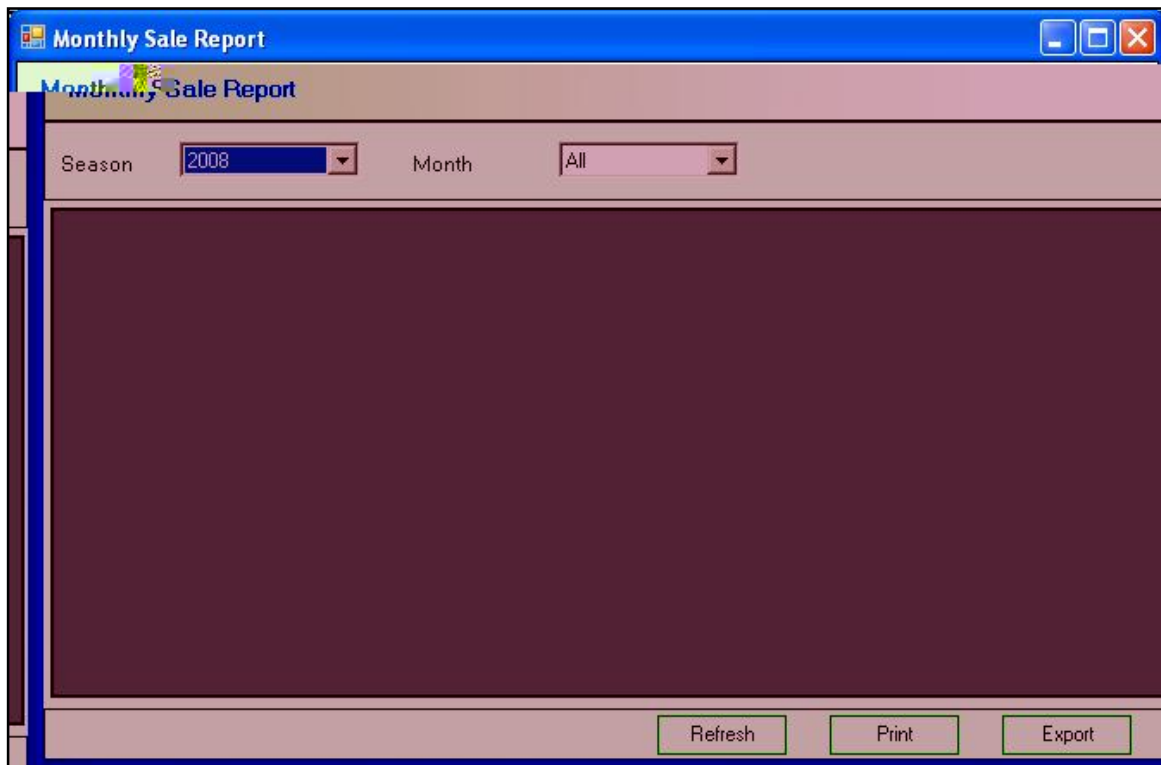
Monthly Sale

Monthly Sales (TTA Wise) displays the sale details of lots sold category-wise on monthly basis or for the entire season for a particular TTA irrespective of tea type.

In the Monthly Sale (TTA Wise) report, you can view the report by selecting the appropriate season and month.

Viewing Monthly Sale

1. Log on to **e-Auction Buyer** application.
2. On the menu bar, click **Reports** and then select **Monthly Sales (TTA wise)** Report.
3. **Buyer module** displays the **Monthly Sales (TTA wise)** screen as shown in the following figure.



Field	Description
Season	<ul style="list-style-type: none"> ➤ Select the appropriate season from the drop-down list. ➤ This field is mandatory.
Month	<ul style="list-style-type: none"> ➤ Select the appropriate month the drop-down list.

4. Select the appropriate details and click the **Refresh** button.
5. **Buyer module** displays the **Monthly Sale**, based on your search criteria.
6. A sample entry is shown in the following figure.

Historical Prices

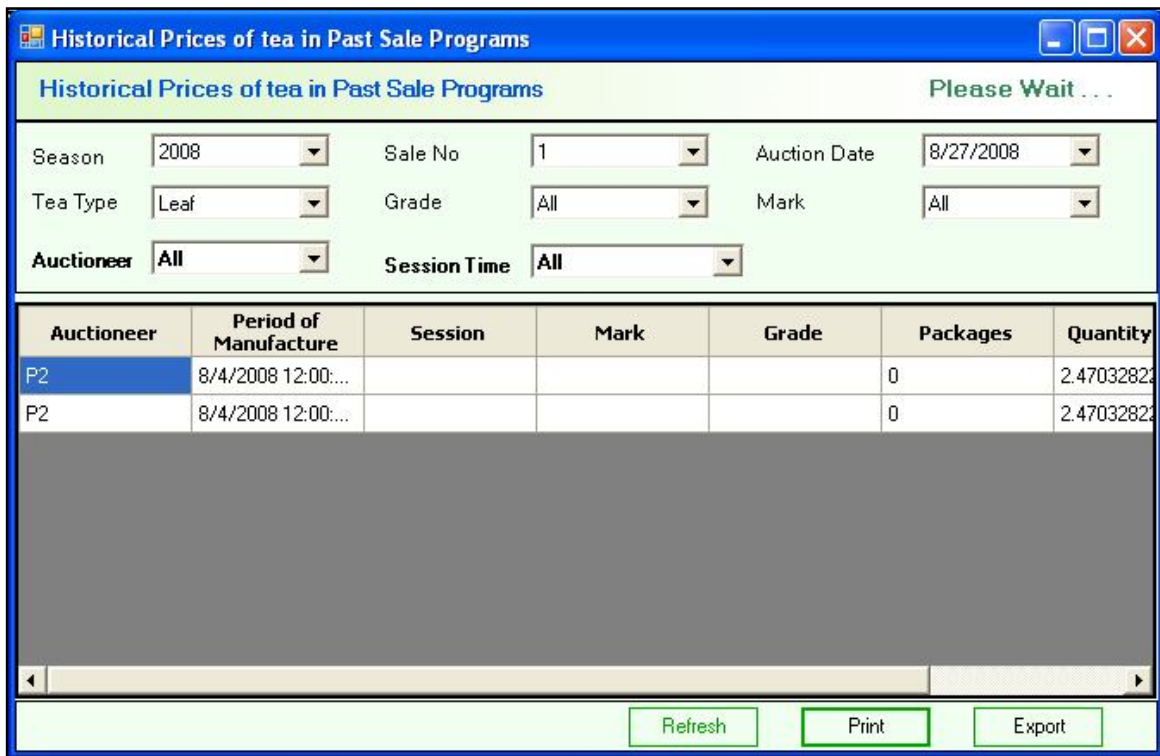
Historical Prices displays the details of the prices at which the available lots were sold in the past sale programs. In the Historical Prices report, you can view the report by selecting the appropriate season, sale number, auction date, and session time.

Viewing Historical Prices

1. Log on to **e-Auction Buyer** application.
2. On the menu bar, click **Reports** and then select **Historical Prices** Report.
3. **Buyer module** displays the **Historical Prices** screen as shown in the following figure.

Field	Description
Season	<ul style="list-style-type: none"> ➤ Select the appropriate season from the drop-down list. ➤ This field is mandatory.
Sale No	<ul style="list-style-type: none"> ➤ Select the appropriate sale number from the drop-down list. ➤ This field is mandatory.
Auction Date	<ul style="list-style-type: none"> ➤ Select the appropriate auction date from the drop-down list. ➤ This field is mandatory.
Tea Type	<ul style="list-style-type: none"> ➤ Select the appropriate tea type from the drop-down list.
Grade	<ul style="list-style-type: none"> ➤ Select the appropriate grade from the drop-down list.
Mark	<ul style="list-style-type: none"> ➤ Select the appropriate mark from the drop-down list.
Auctioneer	<ul style="list-style-type: none"> ➤ Select the appropriate auctioneer from the drop-down list.
Session Time	<ul style="list-style-type: none"> ➤ Select the appropriate session time from the drop-down list. ➤ This field is mandatory.

4. Select the appropriate details and click the **Refresh** button.
5. **Buyer module** displays the **Historical Prices** report, based on your search criteria.
6. A sample entry is shown in the following figure.

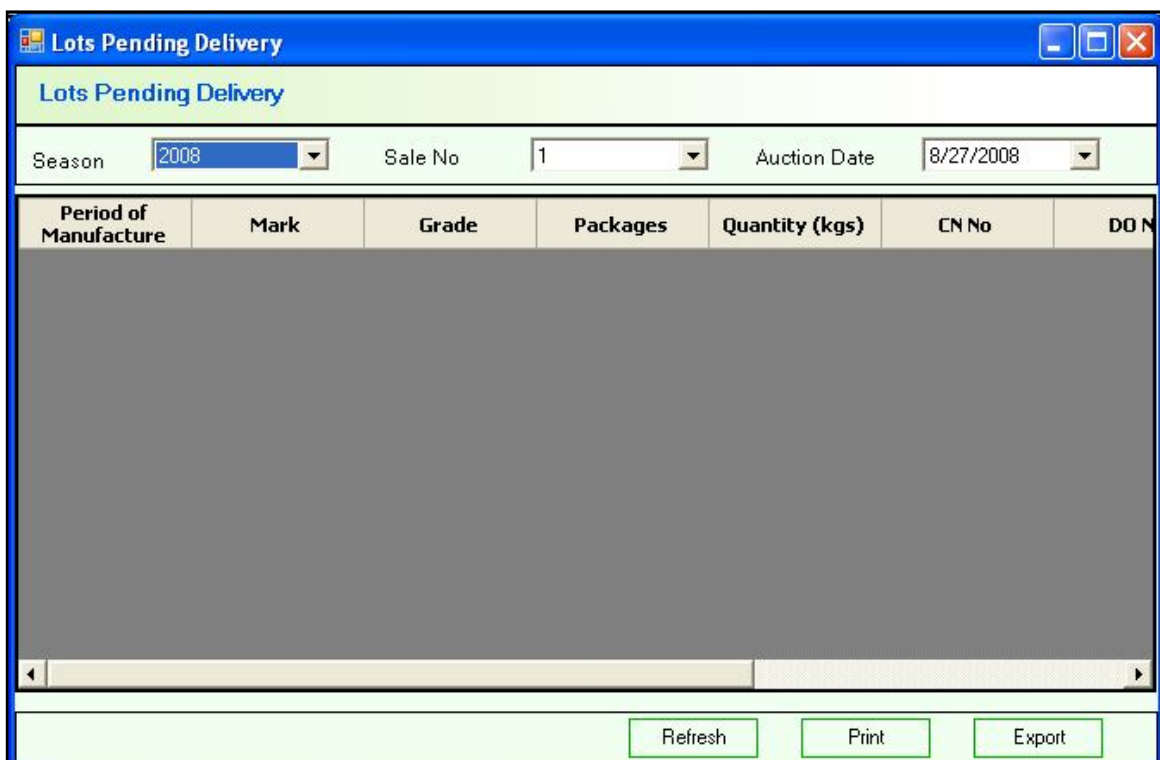


Lots Pending Delivery

This section provides a detailed procedure on how to view Lots Pending Delivery Report. This report would list the lots for which the delivery has not been made to the buyer. The warehouse can track the deliveries using this report.

Viewing Lots Pending Delivery

1. Log on to **e-Auction Buyer** application.
2. On the menu bar, click **Reports** and then select **Lots Pending Delivery**.
3. **Buyer module** displays the **Lots Pending Delivery** screen as shown in the following figure.



Field	Description
Season	<ul style="list-style-type: none"> ➤ Select the appropriate season from the drop-down list. ➤ This field is mandatory.
Sale No	<ul style="list-style-type: none"> ➤ Select the appropriate sale number from the drop-down list. ➤ This field is mandatory.
Auction Date	<ul style="list-style-type: none"> ➤ Select the appropriate auction date from the drop-down list. ➤ This field is mandatory.

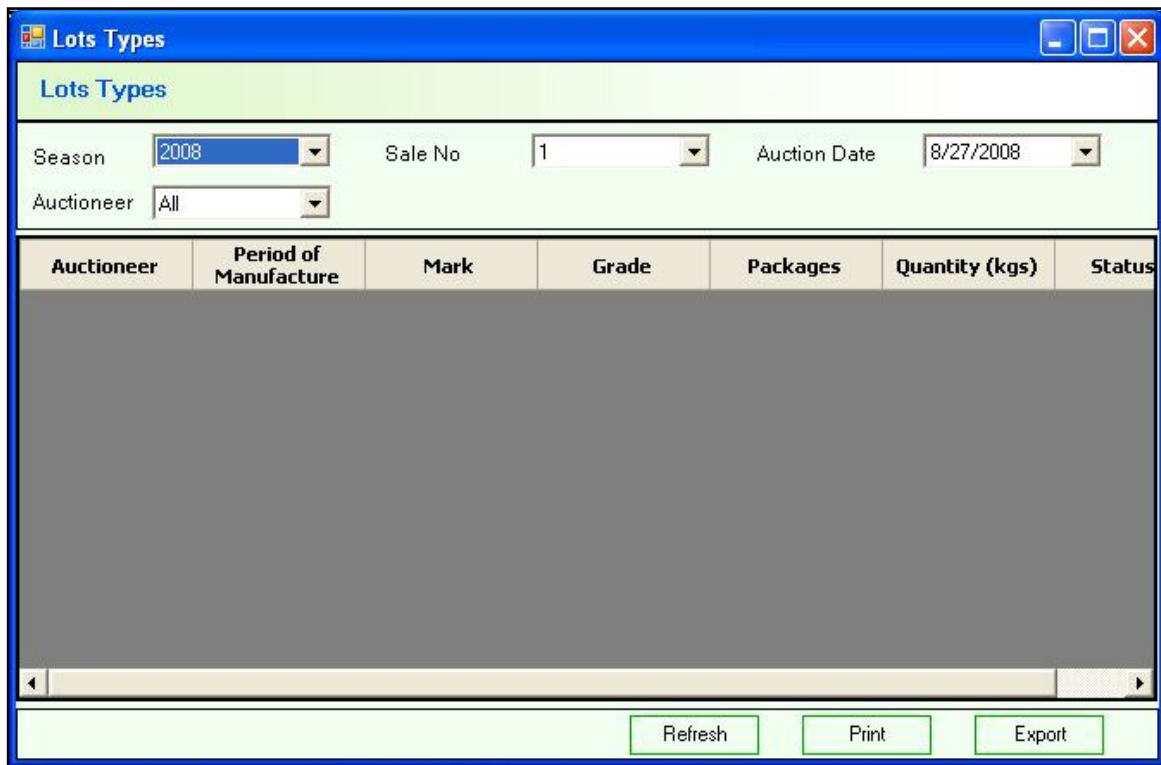
4. Select the appropriate details and click the **Refresh** button.
5. **Buyer module** displays the **Lots Pending Delivery** page, based on your search criteria.
6. A sample entry is shown in the following figure.

Lot Types

In the Lot Types report, you can view the report by selecting the appropriate season, sale number, and auction date. The status of the lots viz. Fresh, Reprint and Supplementary can be verified from this report.

Viewing Lot Types

1. Log on to **e-Auction Buyer** application.
2. On the menu bar, click **Reports** and then select **Lot Types** Report.
3. **Buyer module** displays the **Lots Types** screen as shown in the following figure.



Field	Description
Season	<ul style="list-style-type: none"> ➤ Select the appropriate season from the drop-down list. ➤ This field is mandatory.
Sale No	<ul style="list-style-type: none"> ➤ Select the appropriate sale number from the drop-down list. ➤ This field is mandatory.
Auction Date	<ul style="list-style-type: none"> ➤ Select the appropriate auction date from the drop-down list. ➤ This field is mandatory.
Auctioneer	<ul style="list-style-type: none"> ➤ Select the appropriate auctioneer from the drop-down list.

4. Select the appropriate details and click the **Refresh** button.
5. **Buyer module** displays the **Lot Types** report, based on your search criteria.
6. A sample entry is shown in the following figure.

Lots Types

Season: 2009 Sale No: 1 Auction Date: 04/02/2009
Auctioneer: All

Lot No	Mark	Grade	Packages	Quantity (kgs)	Status
JT0002	ACHABAM	BOP	10	100	FreshLot
JT0003	ACHABAM	BOP	10	100	FreshLot
JT0004	ACHABAM	BOP	10	100	FreshLot
JT0005	ACHABAM	BOP	10	100	FreshLot
JT0057	ACHABAM	TGFOP	20	400	FreshLot
JT0058	ACHABAM	TGFOP	20	400	FreshLot
JT0059	ACHABAM	TGFOP	20	400	FreshLot
JT0060	ACHABAM	TGFOP	20	400	FreshLot
JT0061	ACHABAM	TGFOP	20	400	FreshLot
JT0001	ACHABAM	BOP	20	280	FreshLot
CM0001	ADDABARIE	BOPS	10	100	FreshLot
CM0002	ADDABARIE	BOPS	10	100	FreshLot
CM0003	ADDABARIE	BOPS	10	100	FreshLot

Refresh Print Export

Sales Average Report

Sales Average Report displays the category wise average sales for a particular season. In the Sales Average Report, you can view the report by selecting the appropriate season and month.

Viewing Sales Average Report

1. Log on to **e-Auction Buyer** application.
2. On the menu bar, click **Reports** and then select **Sales Average** Report.
3. **Buyer module** displays the **Sales Average** screen as shown in the following figure.

Sale Average Report

Sale Average Report

Season: 2008 Month: All

Month	Category	Packages	Quantity (kgs)	Avg Price

Refresh Print Export

Field	Description
Season	<ul style="list-style-type: none"> ➤ Select the appropriate season from the drop-down list. ➤ This field is mandatory.
Month	<ul style="list-style-type: none"> ➤ Select the appropriate month from the drop-down list.

4. Select the appropriate details and click the **Refresh** button.
5. **e-Auction** displays the **Sales Average Report** page, based on your search criteria.
6. A sample entry is shown in the following figure.

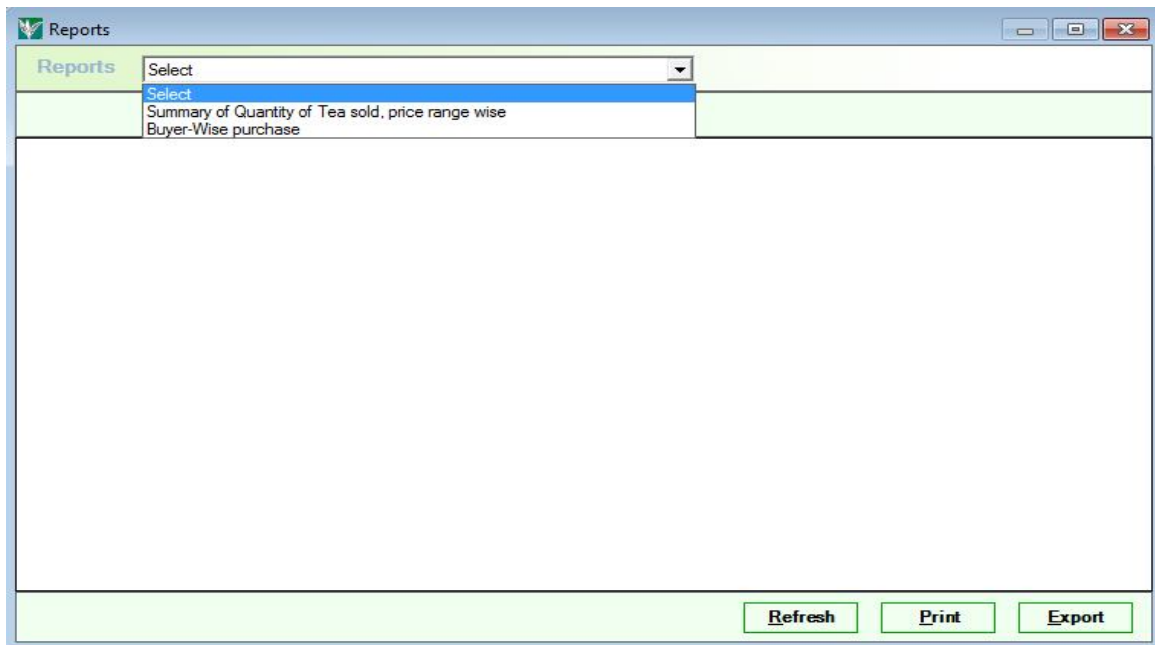
The screenshot shows a window titled "Sale Average Report" with a search interface and a data table. The search interface includes a "Season" dropdown set to "2008" and a "Month" dropdown set to "All". The data table has the following content:

Month	Category	Packages	Quantity (kgs)	Avg Price
August	DARJEELING	50	1500	360
August	OOLONG	50	750	350

At the bottom of the window, there are three buttons: "Refresh", "Print", and "Export".

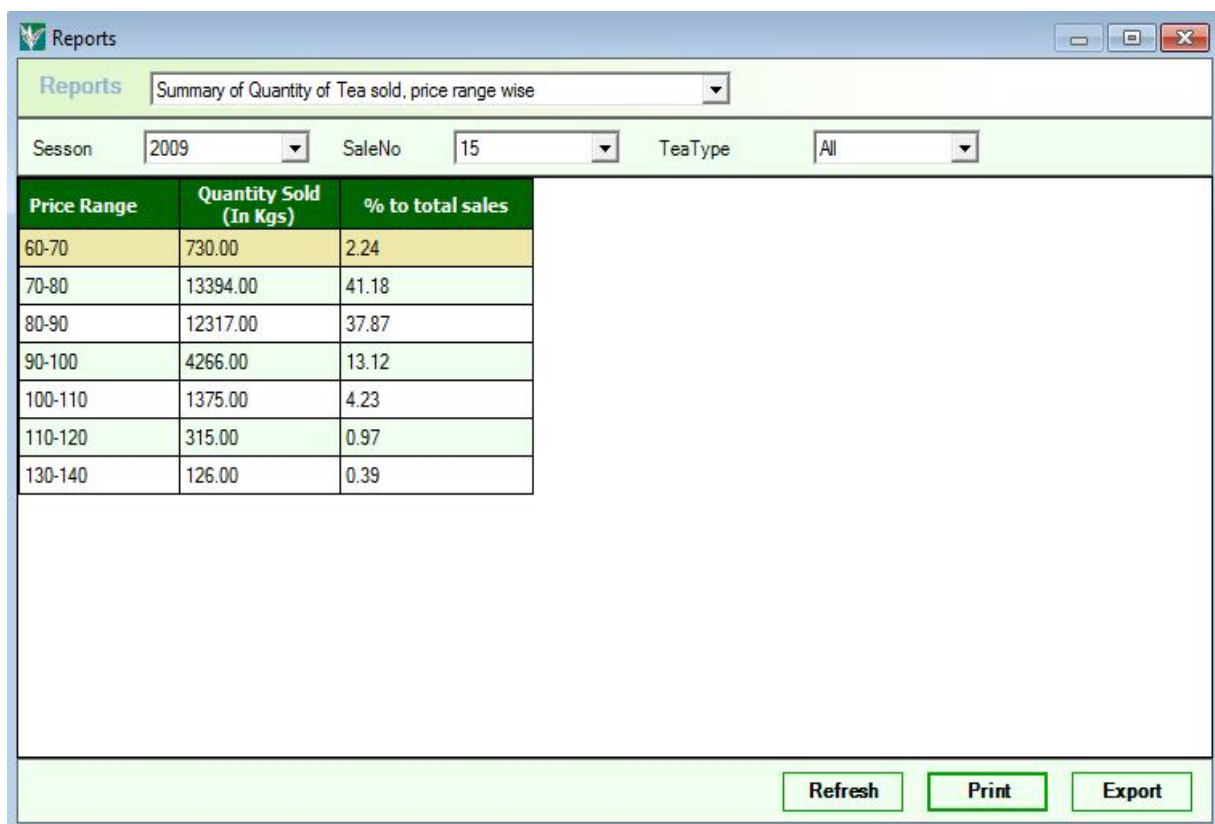
Other Reports

In Other reports section, there are two types of reports i.e. "Summary of Quantity of Tea sold, price range wise" and "Buyer Wise Purchase".



Viewing Summary of Quantity of Tea Sold, Price range wise

1. Log on to e-Auction Buyer application.
2. On the menu bar, click **Reports** and then select **Other Reports** and then after select **Summary of Quantity of Tea Sold, Price range wise** Report in the Select Dropdown.
3. **Buyer module** displays the **Summary of Quantity of Tea Sold, Price range wise** screen as shown in the following figure.



Field	Description
Season	<ul style="list-style-type: none"> ➤ Select the appropriate season from the drop-down list. ➤ This field is mandatory.
Sale No	<ul style="list-style-type: none"> ➤ Select the appropriate sale number from the drop-down list. ➤ This field is mandatory.
Tea Type	<ul style="list-style-type: none"> ➤ Select the appropriate tea type from the drop-down list.

4. Select the appropriate details and click the **Refresh** button.
5. **e-Auction** displays the **Summary of Quantity of Tea Sold, Price range wise** page, based on your search criteria.

Viewing Buyer wise purchase

1. Log on to **e-Auction Buyer** application.
2. On the menu bar, click **Reports** and then select **Other Reports** and then after select **Buyer wise Purchase** Report in the Select Dropdown.
3. **Buyer module** displays the **Buyer wise Purchase** screen as shown in the following figure.

Type	Grade Code	Purchase Qty	Avg.Price
DUST	PD	14101.50	74.69
DUST	PD 1	771.80	75.52
DUST	PD1	2664.30	69.83
DUST	RD	20558.10	71.81
DUST	RD1	7423.30	65.99
LEAF	BOPF	3631.00	71.78
LEAF	PF	2037.00	69.52

Field	Description
Season	<ul style="list-style-type: none"> ➤ Select the appropriate season from the drop-down list. ➤ This field is mandatory.
Sale No	<ul style="list-style-type: none"> ➤ Select the appropriate sale number from the drop-down list. ➤ This field is mandatory.

4. Select the appropriate details and click the **Refresh** button.
5. **e-Auction** displays the **Buyer wise Purchase** page, based on your search criteria.

Miscellaneous

In this chapter, you will learn about:

- Change Password
- View PAN India Buyers

Change Password

The **Change Password** option facilitates you to change your password. The **Change Password** screen is also invoked when you log on to the application for the first time.

1. Log on to **e-Auction Buyer** application.
2. On the menu bar, click **Miscellaneous** and then select **Change Password**.
3. **Buyer module** displays the **Change Password** screen as shown in the following figure.



Field	Description
Old Password	➤ Type your current password. This password should be same as entered while logging on to e-Auction
New Password	➤ Type the new password.
Confirm Password	➤ Retype the new password to confirm the password.

4. Click **Update Password** button to save the new password.
5. **Buyer module** displays **Password Change Successfully** message as shown in the following figure.



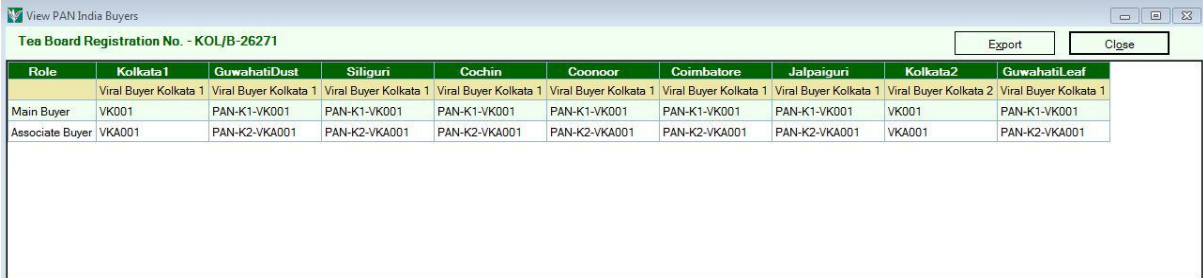
View PAN India Buyers

Essentially, there will be a PAN abbreviated ID created for a buyer for the outside auction center when accessed by the buyer. For example, if the buyer A001 registered in Kolkata accesses Coonoor where he is not registered then PAN-K1-A001 is created and all activity is recorded on this Id.

Note that PAN ID is created for a buyer or an Associate buyer only when he is not registered in the participating auction center. If he is registered with another user but the same RC no. then the system uses the registered ID to help the buyer login.

In the case where this buyer is registered both in Siliguri and Coonoor and logs in Guwahati, his PAN Id used will be of the type PAN-SG-A001, using the abbreviation of the Siliguri auction center. The sequence followed in this process is Kolkata 1, Guwahati Dust, Siliguri, Cochin, Coonoor, Coimbatore, Jalpaiguri, Kolkata 2 and Guwahati Leaf in this order.

Buyer can check the PAN India Buyer list by clicking on **Miscellaneous > View PAN India Buyers**. The screen is displayed as shown below.



The screenshot shows a window titled "View PAN India Buyers" with a "Tea Board Registration No. - KOL/B-26271" and "Export" and "Close" buttons. The table below lists buyer information across various auction centers.

Role	Kolkata 1	GuwahatiDust	Siliguri	Cochin	Coonoor	Coimbatore	Jalpaiguri	Kolkata2	GuwahatiLeaf
	Viral Buyer Kolkata 1	Viral Buyer Kolkata 1	Viral Buyer Kolkata 1	Viral Buyer Kolkata 1	Viral Buyer Kolkata 1	Viral Buyer Kolkata 1	Viral Buyer Kolkata 1	Viral Buyer Kolkata 2	Viral Buyer Kolkata 1
Main Buyer	VK001	PAN-K1-VK001	PAN-K1-VK001	PAN-K1-VK001	PAN-K1-VK001	PAN-K1-VK001	PAN-K1-VK001	VK001	PAN-K1-VK001
Associate Buyer	VKA001	PAN-K2-VKA001	PAN-K2-VKA001	PAN-K2-VKA001	PAN-K2-VKA001	PAN-K2-VKA001	PAN-K2-VKA001	VKA001	PAN-K2-VKA001

Buyer's **Tea Board Registration No** will be displayed along with the **User Code** against the auction center where the buyer is registered.

On non registered centers, it will display as PAN abbreviated ID as explained above.