

Short Fall of Document option

The Facility of shortfall of document is available in eprocurement site and Coal India Limited tenders site only. **Any of the Technical cover content** can be received by the Evaluator(Dept user with Evaluator Role) from the bidders during evaluation. These digitally signed documents will be received from bidders in normal form as file attachment without encryption. The shortfall of documents can be asked from specific bidders. For those whom the Evaluator specifies to upload the shortfall of document, **only those bidders can upload** the documents. It is not necessary to ask from all bidders of a particular Tender. The process has been given in detail with example and screenshots in this document.

Department User's(with evaluator Role) Menu :

Tender Status : Technical Evaluation

To do : Ask for Cover content from specific bidder by using Shortfall of Tech Documents option

The screenshot displays the 'Demo eProcurement System for Coal Procurement' interface. The main content area is titled 'FINANCIAL EVALUATION' and 'Bid Financial Evaluation'. It features a search bar with fields for 'Tender Id', 'Tender Category', and 'Keyword'. Below the search bar is a table titled 'Bid Evaluation List' with the following data:

S.No	Tender Id	Tender Title	Tender Reference Number	Tender Category	View
1	2013_NIC_2325_1	Test tender goods	Test tender goods	Goods	
2	2013_NIC_2324_1	Test tender works	Test tender works	Works	
3	2013_NIC_2163_1	test tender	test	Works	
4	2013_NIC_1899_1	test_versn2	test_versn_2	Goods	

A callout box with the text 'Click on Short fall of Tech Documents' points to the 'Short Fall of Tech Documents' option in the left sidebar menu. The sidebar menu includes sections for 'Tender Management', 'Bid Opening', 'Bid Evaluation', 'Corrigendum', and 'Auto Tech Evaluation'. The 'Short Fall of Tech Documents' option is highlighted in orange. The footer of the page shows the URL 'coaldemotenders.nic.in/nicgep/app?page=ShortFallDocuments&service=page', version 'v1.09.01 03-09-13', and copyright '© 2007, NIC. All rights reserved.' The system clock shows '3:16 PM 10/28/2013'.

Inbox - esrinivasan@... x eProcurement System x

coaldemotenders.nic.in/nicgep/app?page=ShortFallDocuments&service=page

Welcome : deptuser5@nic.in
Last login : Monday, October 28, 2013

My Account Home Logout

Demo eProcurement System for Coal Procurement

TENDER DETAILS

Tender Management

- Create Tender / Tender List
- Publish Tender
- Published Tenders
- Clarifications
- Pre-bid Meeting
- Tender Status
- Tender Comprehensive Report
- Downloaded Tenders
- View My Space List
- Archived Clarifications
- Archive Tenders

Bid Opening

- Tenders

Bid Evaluation

- Technical Evaluation
- Financial Evaluation
- AOC/Empanelment
- Short Fall of Tech Documents
- Confirmatory Documents

Corrigendum

- Create Corrigendum
- Corrigendum List
- Corrigendum Published List

Auto Tech Evaluation

- Auto Tech Template

Tender Details

Search

Tender Id

Keyword

Keyword finds match in tender title and tender reference no.

Search

Tenders List

S.No	Tender Id	Tender Title	Tender Reference Number	Tender Category	View
1	2013_NIC_2353_2	Supplying Coal1	coal test	Goods	
2	2013_NIC_2351_1	Supplying Coal	Good test	Goods	
3	2013_NIC_1895_1	Test tender	Test tender	Services	
4	2013_NIC_1861_1	works	Tender COAL works	Works	
5	2013_NIC_1792_1	Discount bidding	Discount Bidding	Services	
6	2013_NIC_1786_1	test	test	Services	
7	2013_NIC_1686_1	ttesting	testing	Goods	
8	2010_NIC_1241_1	Demo Road Construction DEC	kunal/test08122010	Works	

Select the tender for which the documents(cover content) are to be received again from bidders

coaldemotenders.nic.in/nicgep/app?component=tech&page=ShortFallDocu... Copyright © 2007, NIC. All rights reserved. 3:16 PM 10/28/2013

This will list the Bidders along with their cover content document for view.

The screenshot shows the 'BIDS LIST' page in the eProcurement System. The page header includes the user's name 'depu5er5@nic.in' and the date 'Monday, October 28, 2013'. The main content area displays the following information:

Organisation Chain : NIC
Tender Reference Number : coal test
Tender Id : 2013_NIC_2353_2
Tender Title : Supplying Coal1

S.No	Bid Number	Bidder Name	Opened Date	View Docs	Status
1	3629	NIC	28-Oct-2013 03:12 PM	View Docs	

A callout box with the text "By clicking on view document the bidder's document can be viewed" points to the 'View Docs' link in the table.

This will show the cover content of that particular bidder. The time schedule for uploading the cover content again by the bidder should be fixed by the evaluator to receive the documents from the bidder. **There is no decryption(bid opening) required** for the Shortfall of documents since the digitally signed document will be uploaded by the bidder in the normal format. If the evaluator receives the document within the specified time, the bids can be evaluated based on the received document by Shortfall of Documents option.



BID TECHNICAL DOCUMENTS

- Tender Management
 - Create Tender / Tender List
 - Publish Tender
 - Published Tenders
 - Clarifications
 - Pre-bid Meeting
 - Tender Status
 - Tender Comprehensive Report
 - Downloaded Tenders
 - View My Space List
 - Archived Clarifications
 - Archive Tenders
- Bid Opening
 - Tenders
- Bid Evaluation
 - Technical Evaluation
 - Financial Evaluation
 - AOC/Empanelment
 - Short Fall of Tech Documents
 - Confirmatory Documents
- Corrigendum
 - Create Corrigendum
 - Corrigendum List
 - Corrigendum Published List
- Auto Tech Evaluation
 - Auto Tech Template

Bid Technical Documents

Organisation Chain : NIC
Tender Reference Number : coal test
Tender Id : 2013_NIC_2353_2
Tender Title : Supplying Coal1
Bidder Name : NIC

Please select check boxes for required short fall technical documents.

Bidder Document List

S.No	Description	Type	Filename	Select Doc	Description
1	Fee details	.pdf	16.pdf	<input checked="" type="checkbox"/>	the fee details which u hav given is not readable..pls send the right one

Document Submission Start Date* 28/10/2013 At Hour 15 Mins 20
Document Submission Closing Date* 28/10/2013 Upto Hour 15 Mins 25

Back Save

Specify the document submission start and closing Date and time and click Save



Inbox - esrinivasance@gi x | eProcurement System x

coaldemotenders.nic.in/nicgep/app

Welcome : deptuser5@nic.in
Last login : Monday, October 28, 2013

My Account Home Logout

Demo eProcurement System for Coal Procurement

BID TECHNICAL DOCUMENTS

Tender Management

- Create Tender / Tender List
- Publish Tender
- Published Tenders
- Clarifications
- Pre-bid Meeting
- Tender Status
- Tender Comprehensive Report
- Downloaded Tenders
- View My Space List
- Archived Clarifications
- Archive Tenders

Bid Opening

- Tenders

Bid Evaluation

- Technical Evaluation
- Financial Evaluation
- AOC/Empanelment
- Short Fall of Tech Documents
- Confirmatory Documents

Corrigendum

- Create Corrigendum
- Corrigendum List
- Corrigendum Published List

Auto Tech Evaluation

- Auto Tech Template

Bid Technical Documents

Required short fall documents saved successfully.

Organisation Chain : NIC
Tender Reference Number : coal test
Tender Id : 2013_NIC_2353_2
Tender Title : Supplying Coal1
Bidder Name : NIC
Document Submission Start Date : 28-Oct-2013 03:20 PM
Document Submission End Date : 28-Oct-2013 03:25 PM

Please select check boxes for required short fall technical documents.

S.No	Description	Type	Filename	Select Doc	Description
1	Fee details	.pdf	16.pdf	<input checked="" type="checkbox"/>	the fee details which u hav given is not readable...pls send the right one

Back

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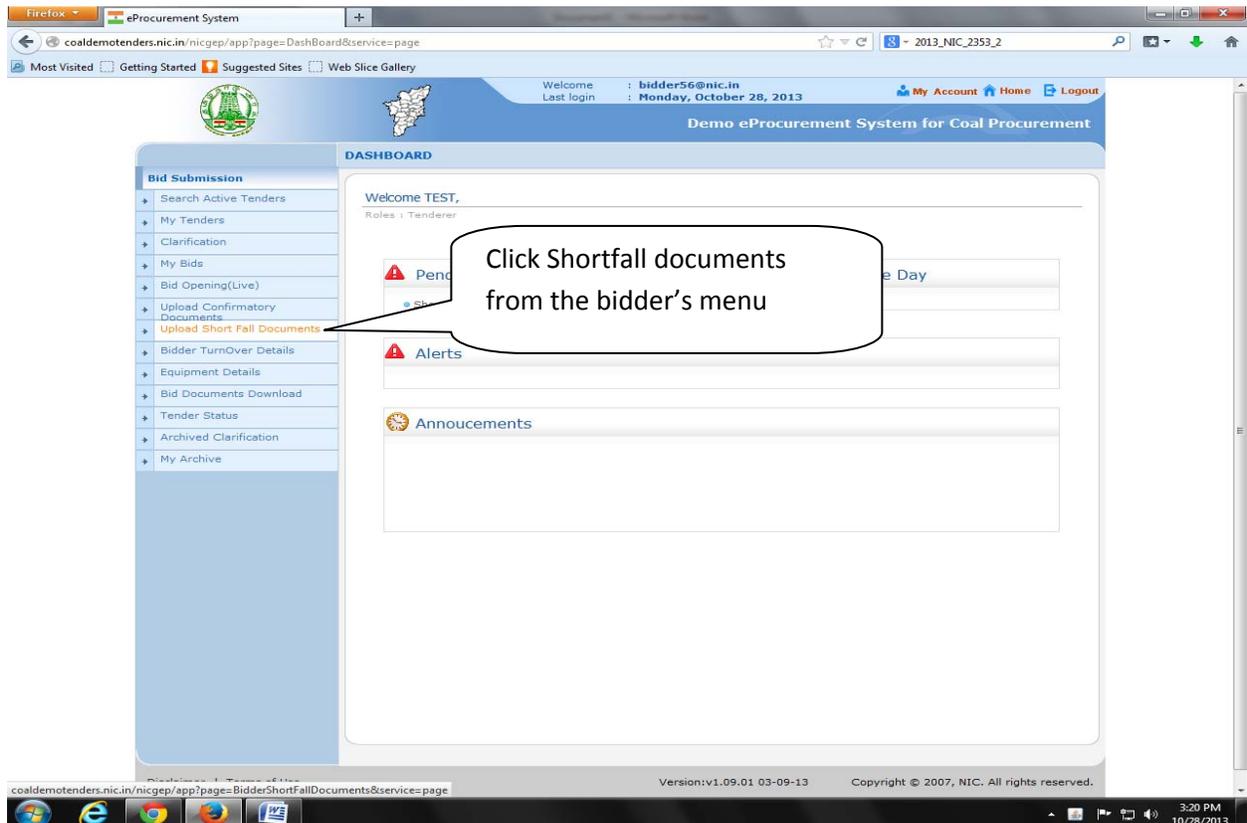
Version:v1.09.01 03-09-13 Copyright © 2007, NIC. All rights reserved.

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Now the information sent to the bidders.

Bidder Side:

Pre-requisite : The Evaluator should give the time schedule for that **particular bidder** to upload the cover content again through the Shortfall of Documents option **for a particular tender id.**



This lists the Tender Detail for which the Documents are requested by the Department user (Evaluator) for this particular Bidder. This option will be available in the specified uploading time only (between submission start and end time).

The screenshot shows the 'eProcurement System' interface. The browser address bar displays 'coaldemotenders.nic.in/nicgep/app?page=BidderShortFallDocuments&service=page' and the tender ID '2013_NIC_2353_2'. The user is logged in as 'bidder56@nic.in' on 'Monday, October 28, 2013'. The page title is 'Demo eProcurement System for Coal Procurement'. A left sidebar contains a 'Bid Submission' menu with options like 'Search Active Tenders', 'My Tenders', 'Clarification', 'My Bids', 'Bid Opening(Live)', 'Upload Confirmatory Documents', 'Upload Short Fall Documents', 'Bidder TurnOver Details', 'Equipment Details', 'Bid Documents Download', 'Tender Status', 'Archived Clarification', and 'My Archive'. The main content area is titled 'TENDER DETAILS' and contains a 'Tender Details' section with a 'Tenders List' table.

S.No	Bid Id	Tender Title	Tender Id	Document Submit Start Date	Document Submit End Date	Action
1.	3052	test_vern2	2013_NIC_1899_1	31-Jul-2013 04:40 PM	31-Jul-2013 05:00 PM	
2.	3629	Supplying Coal1	2013_NIC_2353_2	28-Oct-2013 03:20 PM	28-Oct-2013 03:25 PM	Upload Docs

A callout box with the text 'Click on the button to upload the cover content.' points to the 'Upload Docs' button next to the second tender entry.

coaldemotenders.nic.in/nicgep/app?component=SDirectLink&page=BidderShortFallDocuments&service=direct&session=T&sp=SwIGzpfFn9B6EPDsZyJmlq3iyybbiBMzRLABIO08vNL0PPQogWuk4H2uVy4KmrEj7

3:23 PM 10/28/2013

Firefox | eProcurement System

coaldemotenders.nic.in/nicgep/app?component=%24DirectLink&page=BidderShortFallDocuments&service=direct&session=T&sp=SwlGzpjFr9Bk | 2013_NIC_2353_2

Welcome : bidder56@nic.in
Last login : Monday, October 28, 2013

My Account Home Logout

Demo eProcurement System for Coal Procurement

Bid Submission

- Search Active Tenders
- My Tenders
- Clarification
- My Bids
- Bid Opening(Live)
- Upload Confirmatory Documents
- Upload Short Fall Documents
- Bidder TurnOver Details
- Equipment Details
- Bid Documents Download
- Tender Status
- Archived Clarification
- My Archive

DOCUMENT DETAILS

Document Details

Organisation Chain : NIC
Tender Reference Number : coal test
Tender Id : 2013_NIC_2353_2
Tender Title : Supplying Coal1
Bidder Name : NIC

S.No	Document Desc.	Document Type	Evaluator Desc.	Upload	File Name	File Size(KB)	Verified	Upload Status
1.	Fee details	.pdf	the fee details which u hav given is not readable, pls send the right one	Upload				✘

Back Submit

Click on upload to upload the Short fall document (cover content)

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Firefox eProcurement System

coaldemotenders.nic.in/nicgep/app?component=%24DirectLink_0&page=BidderShortFallDocSelect&service=direct&session=T&sp=SqloWl - 2013_NIC_2353_2

Welcome : bidder56@nic.in
Last login : Monday, October 28, 2013

My Account Home Logout

Demo eProcurement System for Coal Procurement

BID MANAGEMENT

Bid Submission

- Search Active Tenders
- My Tenders
- Clarification
- My Bids
- Bid Opening(Live)
- Upload Confirmatory Documents
- Upload Short Fall Documents
- Bidder TurnOver Details
- Equipment Details
- Bid Documents Download
- Tender Status
- Archived Clarification
- My Archive

Select Upload coal test Upload Short Fall Documents

Document Description : Fee details

Document Type : .pdf

Description* short fall document(fee detail)

Document* D:\DemoeprocAOC.pdf

Back Save Submit

Browse and upload the document

Digitally sign the document

Click on Save

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Firefox | eProcurement System | coaldemotenders.nic.in/nicgep/app | - 2013_NIC_2353_2

Welcome : bidder56@nic.in
Last login : Monday, October 28, 2013 | My Account Home Logout

Demo eProcurement System for Coal Procurement

DOCUMENT DETAILS

Bid Submission

- Search Active Tenders
- My Tenders
- Clarification
- My Bids
- Bid Opening(Live)
- Upload Confirmatory Documents
- Upload Short Fall Documents
- Bidder TurnOver Details
- Equipment Details
- Bid Documents Download
- Tender Status
- Archived Clarification
- My Archive

Document Details

Organisation Chain : NIC
Tender Reference Number : coal test
Tender Id : 2013_NIC_2353_2
Tender Title : Supplying Coal1
Bidder Name : NIC

Document List

S.No	Document Desc.	Document Type	Evaluator Desc.	Upload	File Name	File Size(KB)	Verified	Upload Status
1.	Fee details	.pdf	the fee details which u hav given is not readable..pls send the right one	Upload	LAOC.pdf	79	Verify	✗

Click on verify

< Back Submit

coaldemotenders.nic.in/nicgep/app?component=SDirectLink_2&page=BidderShortFallDocSelect&service=dir...=T&sp=SqJoWQjqtQ/H0m5XS804u/llj5yZfKQJmZvsnuvS1pv/h14pZ7/XVD+A-SXrSgyjNjALbQ/oaqH%0As7+mAAeHmw==

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Firefox eProcurement System

coaldemotenders.nic.in/nicgep/app?component=%24DirectLink_2&page=BidderShortFallDocSelect&service=direct&session=T&sp=Sql0WQjqtQ - 2013_NIC_2353_2

Welcome : bidder56@nic.in
Last login : Monday, October 28, 2013 My Account Home Logout

Demo eProcurement System for Coal Procurement

BID MANAGEMENT

Bid Submission

- Search Active Tenders
- My Tenders
- Clarification
- My Bids
- Bid Opening(Live)
- Upload Confirmatory Documents
- Upload Short Fall Documents
- Bidder TurnOver Details
- Equipment Details
- Bid Documents Download
- Tender Status
- Archived Clarification
- My Archive

Select Upload coal test Upload Short Fall Documents

Document Type : .pdf
Uploaded Document : AOC.pdf
Document Size : 79.0 KBs
Document Description : short fall document (fee detail)
Click Here To Verify AOC.pdf
Digital Signature Property : Signed Property

Check this box after verification (Viewing the document)

< Back Save Save

Click on Save

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3:24 PM 10/28/2013

Firefox eProcurement System
coaldemotenders.nic.in/nicgep/app - 2013_NIC_2353_2
Welcome : bidder56@nic.in
Last login : Monday, October 28, 2013
My Account Home Logout
Demo eProcurement System for Coal Procurement

DOCUMENT DETAILS

Bid Submission

- Search Active Tenders
- My Tenders
- Clarification
- My Bids
- Bid Opening(Live)
- Upload Confirmatory Documents
- Upload Short Fall Documents
- Bidder TurnOver Details
- Equipment Details
- Bid Documents Download
- Tender Status
- Archived Clarification
- My Archive

Document Details

Organisation Chain : NIC
Tender Reference Number : coal test
Tender Id : 2013_NIC_2353_2
Tender Title : Supplying Coal1
Bidder Name : NIC

Document List

S.No	Document Desc.	Document Type	Evaluator Desc.	Upload	File Name	File Size(KB)	Verified	Upload Status
1.	Fee details	.pdf	the fee details which u hav given is not readable..pls send the right one	Upload	SAOC.pdf	79	Verified	✓

[← Back](#) [Submit](#)
Save Shortfall Docs

Click submit to send the Shortfall document

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3:24 PM 10/28/2013

Firefox | eProcurement System | coaldemotenders.nic.in/nicgep/app | 2013_NIC_2353_2

Welcome : bidder56@nic.in
Last login : Monday, October 28, 2013 | My Account Home Logout

Demo eProcurement System for Coal Procurement

DOCUMENT DETAILS

Bid Submission

- Search Active Tenders
- My Tenders
- Clarification
- My Bids
- Bid Opening(Live)
- Upload Confirmatory Documents
- Upload Short Fall Documents
- Bidder TurnOver Details
- Equipment Details
- Bid Documents Download
- Tender Status
- Archived Clarification
- My Archive

Document Details

Print

✓ Your short fall documents submitted successfully.

Organisation Chain : NIC
Tender Reference Number : coal test
Tender Id : 2013_NIC_2353_2
Tender Title : Supplying Coal1
Bidder Name : NIC

Document List

S.No	Document Desc.	Document Type	Evaluator Desc.	Upload	File Name	File Size(KB)	Verified	Upload Status
1.	Fee details	.pdf	the fee details which u hav given is not readable..pls send the right one	Upload	IAOC.pdf	79	Verified	✓

Back Submit

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Department Side: Reply from bidder for Shortfall of Document request. Login as Evaluator and click on Shortfall of Tech Documents.

The screenshot shows a web browser window with the URL `coaldemotenders.nic.in/nicgep/app?page=ShortFallDocuments&service=page`. The page title is "Demo eProcurement System for Coal Procurement". The user is logged in as `deptuser5@nic.in` on Monday, October 28, 2013. The left sidebar contains a "Tender Management" menu with the following items:

- Create Tender / Tender List
- Publish Tender
- Published Tenders
- Clarifications
- Pre-bid Meeting
- Tender Status
- Tender Comprehensive Report
- Downloaded Tenders
- View My Space List
- Archived Clarifications
- Archive Tenders
- Bid Opening**
 - Tenders
- Bid Evaluation**
 - Technical Evaluation
 - Financial Evaluation
 - AOC/Empanelment
 - Short Fall of Tech Documents**
 - Confirmatory Documents
- Corrigendum**
 - Create Corrigendum
 - Corrigendum List
 - Corrigendum Published List
- Auto Tech Evaluation**
 - Auto Tech Template

The main content area is titled "TENDER DETAILS" and contains a "Tender Details" section with a search form and a "Tenders List" table. The search form has fields for "Tender Id", "Tender Category" (dropdown), and "Keyword". Below the search form is a "Tenders List" table with the following data:

S.No	Tender Id	Tender Title	Tender Reference Number	Tender Category	View
1	2013_NIC_2353_2	Supplying Coal	coal test	Goods	
2	2013_NIC_2351_1	Supplying Coal	Good test	Goods	
3	2013_NIC_1895_1	Test tender	Test tender	Services	
4	2013_NIC_1861_1	works	Tender COAL works	Works	
5	2013_NIC_1792_1	Discount bidding	Discount Bidding	Services	
6	2013_NIC_1786_1	teart	test	Services	
7	2013_NIC_1686_1	ttesting	testing	Goods	
8	2010_NIC_1241_1	Demo Road Construction DEC	kunal/test08122010	Works	

A callout bubble with the text "Click on Shortfall of Tech document" points to the "Short Fall of Tech Documents" option in the menu.

At the bottom of the browser window, the status bar shows the URL, version information (Version: v1.09.01 03-09-13), copyright notice (Copyright © 2007, NIC. All rights reserved.), and the system clock (3:25 PM 10/28/2013).



TENDER DETAILS

Tender Management

- Create Tender / Tender List
- Publish Tender
- Published Tenders
- Clarifications
- Pre-bid Meeting
- Tender Status
- Tender Comprehensive Report
- Downloaded Tenders
- View My Space List
- Archived Clarifications
- Archive Tenders

Bid Opening

- Tenders

Bid Evaluation

- Technical Evaluation
- Financial Evaluation
- AOC/Empanelment
- Short Fall of Tech Documents
- Confirmatory Documents

Corrigendum

- Create Corrigendum
- Corrigendum List
- Corrigendum Published List

Auto Tech Evaluation

- Auto Tech Template

Tender Details

Search
Tender Id Tender Category
Keyword
Keyword finds match in tender title and tender reference no.

Select the tender to view

S.No	Tender Id	Tender Title	Tender Reference Number	Tender Category	View
1	2013_NIC_2353_2	Supplying Coal1	coal test	Goods	
2	2013_NIC_2351_1	Supplying Coal	Good test	Goods	
3	2013_NIC_1895_1	Test tender	Test tender	Services	
4	2013_NIC_1861_1	works	Tender COAL works	Works	
5	2013_NIC_1792_1	Discount bidding	Discount Bidding	Services	
6	2013_NIC_1786_1	test	test	Services	
7	2013_NIC_1686_1	ttesting	testing	Goods	
8	2010_NIC_1241_1	Demo Road Construction DEC	kunal/test08122010	Works	

If the bidder uploaded the required document within that specified time that would be available along with the earlier cover content. The Department user can view the document and evaluate.

Organization Chain : NIC
Tender Reference Number : coal test
Tender Id : 2013_NIC_2353_2
Tender Title : Supplying Coal1
Bidder Name : NIC
Document Submission Start Date : 28-Oct-2013 03:20 PM
Document Submission End Date : 28-Oct-2013 03:25 PM
Bidder Document Submitted Date : 28-Oct-2013 03:23 PM

Please select check boxes for required short fall technical documents.

S.No	Description	Type	Filename	Select Doc	Description
1	Fee details	.pdf	16.pdf	<input checked="" type="checkbox"/>	the fee details which u have given is not readable, plz send them, create more

S.No	Description	Type	File Name	File Size(KB)	Uploaded Date	Bidder Description
1	Fee details	.pdf	ACD.pdf	79	28-Oct-2013 03:22 PM	short fall document(fee detail)

Original cover content received from the bidder

The document received through Short fall Document from the bidder

Based on the documents received the Department user can proceed with Technical Evaluation.

The screenshot displays the 'Demo eProcurement System for Coal Procurement' interface. The user is logged in as 'deptuser5@nic.in' on Monday, October 28, 2013. The main navigation menu on the left includes sections for Tender Management, Bid Opening, Bid Evaluation, Corrigendum, and Auto Tech Evaluation. The 'Bid Evaluation' section is currently active, showing a 'Bid Technical Evaluation' sub-section. A search box allows filtering by Tender Id, Tender Category, and Keyword. Below the search box is a table titled 'Bid Evaluation List' with columns for S.No, Tender Id, Tender Title, Tender Reference Number, Tender Category, and View. The table contains 8 entries. The system version is v1.09.01 03-09-13, and the copyright is © 2007, NIC. The taskbar shows the system time as 3:27 PM on 10/28/2013.

BID EVALUATION

Bid Technical Evaluation

Search

Tender Id: Tender Category:

Keyword:

Keyword finds match in tender title and tender reference no.

Bid Evaluation List

S.No	Tender Id	Tender Title	Tender Reference Number	Tender Category	View
1	2013_NIC_2353_2	Supplying Coal1	coal test	Goods	
2	2013_NIC_2351_1	Supplying Coal	Good test	Goods	
3	2013_NIC_1895_1	Test tender	Test tender	Services	
4	2013_NIC_1861_1	works	Tender COAL works	Works	
5	2013_NIC_1792_1	Discount bidding	Discount Bidding	Services	
6	2013_NIC_1786_1	test	test	Services	
7	2013_NIC_1686_1	testing	testing	Goods	
8	2010_NIC_1241_1	Demo Road Construction DEC	kunal/test08122010	Works	

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Inbox - esrinivasance@g... | eProcurement System

coaldemotenders.nic.in/nicgep/app?component=tech&page=BidTechEvaluationList&service=direct&session=T&sp=l2844

Welcome : deptuser5@nic.in
Last login : Monday, October 28, 2013

My Account Home Logout

Demo eProcurement System for Coal Procurement

BID EVALUATION

Tender Work Items Technical Evaluation

Organisation Chain : NIC
Tender Reference Number : coal test
Tender Id : 2013_NIC_2353_2
Tender Title : Supplying Coal1

No. of Bids : 1

S.No	Bid Number	Bidder Name	Opened Date	Bid Type	Documents	Select Status	Reasons
1	3629	NIC	28-Oct-2013 03:12 PM	Online	View Doc	Accept	received the fee detail through short fall document

Cancel Submit

Now the evaluator can select the status based on the short fall Document

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AOC.pdf | 16.pdf | Show all downloads...

3:28 PM 10/28/2013

NOTE: If the bidder didn't upload the documents through the Shortfall of Document within that specific time period, the evaluator can proceed with existing cover content or again ask for the Shortfall of documents. This option is not available for Financial cover.