Registration:

Sellers can access MSTC's website using the link <u>www.mstcecommerce.com</u>. To access ELV Homepage, the link '**ELV Portal**' available in the top menu bar should be clicked.

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For registering with MSTC as a Sellers, '**New Registration**' button should be clicked.

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On the next page, go through the General Terms and conditions and at the bottom of the page, click '**Register** as **Seller**

The Seller and/or MSTC of omission or commiss bidder/buyer in the cou of the contracts which r provided however, that being heard to such bid passed. Any such order MSTC shall be without p against the bidder/buye	The Seller and/or MSTC reserve the right to black-list, debar any bidder/buyer due to any act of omission or commission or fraudulent acts indulged or caused to be indulged by such bidder/buyer in the course of bidding process and/or in the execution or performance of any of the contracts which may be awarded to the bidder/buyer pursuant to the e-Auction, provided however, that the Seller and/or MSTC shall be obliged to allow an opportunity of being heard to such bidder/buyer before any order of black-listing/debarment could be passed. Any such order of black-listing/debarment that may be passed by the Seller and/or MSTC shall be without prejudice to other right of actions available to the Seller and/or MSTC against the bidder/buyer under the e-Auction Terms & conditions.					
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Users will then be navigated to the registration form. All the details should be filled in the registration form correctly. System has an automatic check for the PAN/GST number along with the company name. Therefore, correct values should be entered.

Home Ab	but Us www.mstcindia.co.in Help Contact Us Seller's Registration Form mandatory)
(All field's marked with * are	mandatory) Individual Coller Orectitutional Coller
Company *:	
Type of seller *:	Select Type
Annual Turnover* :	Select V
GST No.* :	Verify GST specimen format: 22 AAAAAA00000A 1 4 5.
	Copyright@MSTC Limited

Once validation of the 1st part of form is completed, remaining section of the form is revealed. After entry of all the fields and final submission, sellers' profile is created. Seller also receives a system generated mail indicating successful registration in MSTC.

Activation of seller profile is done by our regional/branch offices. Therefore, if any issue is faced by the sellers, they may contact the nearest MSTC branch office for necessary assistance. Contact details of our branch offices are available in: <u>https://www.mstcindia.co.in/content/contact.aspx</u>

Once activated, sellers can login and access their dashboard. Various links available in their dashboard are:

AUCTION View Live / Forthcoming Auctions >					
Change Password	Ledit Your Profile Edit Alternate Email	Auction Catalogue			
ReservePrice Entry	Niew Reserve Price	🦻 View RP Archived			
MSTC Bulletin	SApproval (STA)	Bid History			
Bid Sheet	☆ EMD Status	👌 Bal. Payment Status			
Bidders List	Uownload AL/DO				
Payment Trans. Info	-				
Bucket Fill	-	-			
IT TDS report	Cancel Sale	Cancel Lot Report			
Download S/C invoice	Z Edit Auction	B -			
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B -					

Prior to the starting of the auction, sellers will need to enter the reserve price. Same can be done using the link 'Reserve Price Entry'.

During the course of the auction, sellers can view the current status of the auction using the link 'View Live/Forthcoming Auctions' -> Live Auctions.

Post auction completion, if some lots are in STA (subject to approval status), sellers can accept or reject such lots using 'Approval (STA)' link