

**mjunction Services Limited**  
Godrej Waterside Tower-I, 3rd floor Plot No. 5,  
Block-DP Sector-V, Salt Lake City Kolkata - 700091

Dear Buyer,

Coal distribution through **Forward e-Auction** is only for coal consumers who wish to have an assured supply over a long period through e-auction mode. Detailed procedure of registration for participating in **Forward e-Auction** is given below:

**Step I:**

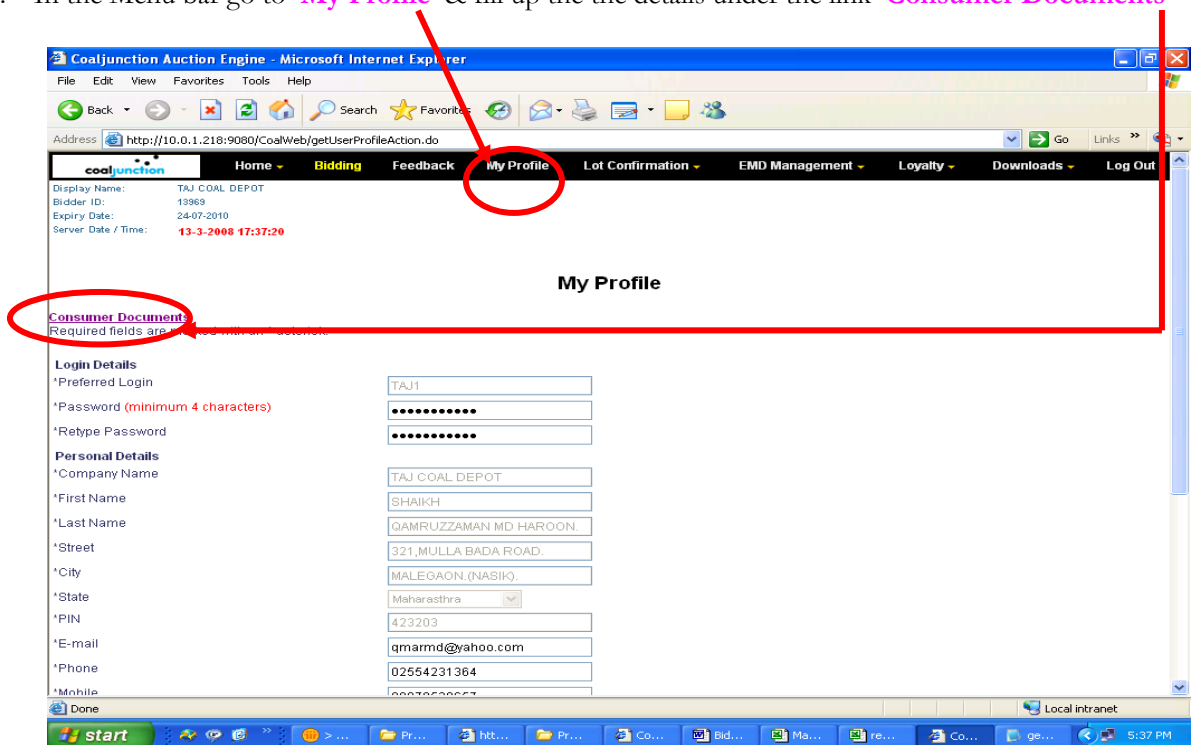
First the intending buyer has to register with us at ([www.coaljunction.in](http://www.coaljunction.in)) as per the existing registration procedure, details given in link: **New Users : register here** .The **User - Id & Password** would be activated on receipt of following documents & registration fee ( Detail Fee structure given on Page 4)

- Self Attested copy of PAN Card
- Photocopy of Sales Tax certificate / Trade License
- Banker's Certificate for Address Proof
- Authorisation letter with 2 latest passport size photograph of Authorized signatory on Company Letterhead
- Statement of Interest, Training Confirmation Form, & Buyer Identity Card Form. Please print, fill the details and submit it at mjunction's Office, Kolkata or our representative at the Road Show.

**Step II:**

**Online Form fill up by registered buyers (Consumers only):**

1. Log on to our website [www.coaljunction.in](http://www.coaljunction.in)
2. Log in typing your User-Id & Password
3. In the Menu bar go to '**My Profile**' & fill up the the details under the link '**Consumer Documents**'



4) Fill up the 'Document number' & 'Validity date' (wherever applicable) for the corresponding 'Document type' & click on the 'Submit' button.

CoalJunction Auction Engine - Microsoft Internet Explorer

Address: http://192.168.0.10/CoalWeb/getAdminConsumerAddAction.do

coaljunction My Profile Catalog Auction Users EMD Management Master Records Observer Reports Log Out

Display Name: Kaushik Mitra  
Server Date / Time: 20-3-2008 12:28:52

### Consumer Document Details

Bidder Id: 5122

**\* Mandatory Documents**

Document Type	Document Number	Validity Date
PAN ** For incorrect PAN please Fax to (033) 66106297	ABFPM2139L	
* Income Tax Return - Last Two (2) Preceding Year	No	
Sales Tax		
VAT Registration Certification		
SSI		
Industrial Registration Certification DIC		
Recommendation Letter from Ministry	No	
* Bankers Authentication Certificate	No	
* NOC from State Pollution Control Board	No	
* Sales Tax Return / VAT Return / Return of Excise Duty) - Last Two (2) Preceding Year	No	
* Electricity Bill - Last Six (6) Months (wherever applicable)	No	
* Sworn-in-Affidavit from First Class Magistrate certifying own consumption	No	
* Proof of Existence of Business Entity (wherever applicable)	Partnership Deed	
* Land / Lease Agreement	Part Land, Registered Sale Deed	

Submit

### Step III:

All consumers of coal located in India (viz. Proprietorship/partnership, firm registered in India, companies incorporated in India etc.) desiring supply over a long period can participate in Forward e-Auction for procurement of coal for own consumption and not for transfer or re-sale. The consumer has to furnish the copy of the following documents duly **notarised** as per the CIL Terms & Conditions to mjunction for necessary verification before activation of consumer status.

SL. NO.	DOCUMENTS	CLARIFICATION	MANDATORY / OPTIONAL
1	Income-Tax Return (Photocopy Notarised)	For immediately completed preceding Financial Year	Mandatory
2	PAN (Photocopy Notarised)	Valid	Mandatory
3	Sales Tax / VAT Registration Certification (Photocopy Notarised)	Valid	Mandatory
4	SSI / Industrial Registration Certificate (Photocopy Notarised)	Valid	Mandatory
5	Recommendation Letter from Ministry (Photocopy Notarised)	Linkage letter issued by Ministry or valid Letter of recommendations issued by any Central/State Ministry from the office of Secretary/Director of Industries etc. certifying existence, end use of coal in the unit	Mandatory
6	Submission of the latest audited account of the unit duly certified by practicing Chartered Accountant Firm.	Valid	Mandatory
7	NOC from State Pollution Control Board (Photocopy Notarised)	(1) Wherever the State Pollution Control Board is not specifying the validity of the certificate issued by them to the unit or in other words have issued the open ended certificate, it was decided that such a certificate will be considered acceptable and intimation is sent to the authority responsible for issuance of Pollution Certificate in the State. (2) For the purpose of registration consumers who are yet to receive Pollution Certificate inspite of having applied for the same may furnish evidence by producing certified copy of payment receipts / acknowledgements etc. for such applications made to the pollution control authority. However, before participating into the bidding they will have to produce either the valid Pollution Certificate or a “No Objection” for consuming coal issued by the Pollution Control Board/ authority to which application for pollution certificate had been made. However, under no circumstances the certificate for consent to establish can be considered for registration of the unit.	Mandatory
8	Land / Lease Agreement (Photocopy Notarised)	In case of private land purchased from the owner directly, copy of registered sale deed and in case of other, copy of transfer deed / lease deed/rental deed agreement.	Mandatory
9	Actual Sales Tax / VAT & / or Excise Duty paid during the last 2 years (Photocopy Notarised)	Certificate regarding Sales Tax/Vat/Excise duties paid issued by the concerned department for last 2 years <b>OR</b> Self statement of the payment already made during the last 2 years along with few sample copies of the challans <b>OR</b> Copy of Return filed duly certified by the practicing Chartered Accountant Firm is acceptable. In case of new industry the consumer needs to submit proof of the newly set up industry.	Mandatory
10	Electricity Bill (Last Six months) (Photocopy Notarised)	In absence of electricity connection for running the unit, the consumers need to submit at least a proof of the electricity connection for the purpose of illumination of their office/ premises & for running their unit, the copy of receipt in support of diesel consumption may be submitted. In case of use of DG sets, copies of diesel bills for last 6 months & self declared capacity of the used DG sets would be acceptable.	Wherever applicable

SL. NO.	DOCUMENTS	CLARIFICATION	MANDATORY / OPTIONAL
11	Sworn-in-Affidavit from a Magistrate (Notary not acceptable) in original certifying coal purchased will be for own consumption and would not be resold, transferred or exported.	Any Magistrate certifying consumption will be acceptable on minimum Stamp Paper of Rs.10	Mandatory
12	Proof of Existence of Business Entity (Photocopy Notarised)	Partnership Deed / Certificate of Incorporation	Wherever applicable
13	2 passport size photographs	Recently taken photograph	Mandatory

#### Step IV:

Along with the mentioned documents the applicant needs to send an one time 'Document Processing Fee' (Non Refundable, Non Interest Bearing) of **Rs. 3309/-** in the form of Pay Order/DD in favor of '**mjunction services limited A/c Coal**', payable at **Kolkata**.

**The Structure of Registration fee (Non Refundable, Non Interest Bearing) is appended below:**

	Registration Period	Fee (Rs.)	Tax**(Rs.)	Total Amount (Rs.)	Remarks
<b>Spot eAuction</b>	For one Year	3000/-	309/-	3309/-	The userid shall remain active for a period of 12 months from the date of activation.
	One time	10000/-	1030/-	11030/-	Validity in the buyer ID Card will be 3 yrs.
	Additional/Duplicate Bidder ID	500 /-	52/-	552 /-	For change in organisation name/organization type/registered office address/authorization /any other reason (subject to evaluation) fresh additional bidder id card will be issued
<b>Forward eAuction</b>	Document Processing fee for Consumers participating in the Forward eAuctions	3000/-	309/-	3309/-	The user ID of the bidder will remain active till the time expiry dates of the documents or its own registration expiry date – which ever is earliest goes by.

\*\*Service Tax and Education Cess @ 10.30 % on fee amount wef 25 Feb'09 are applicable on the registration fee.

On receipt of all the above documents & Document Processing fee the activation of the registration will take at least 2 working days from the date of receipt of registration documents subject to verification & the consumer would be intimated through email.

**Note:** Consumers already registered with us are requested to provide their coaljunction Buyer ID in an application letter along with the above mentioned documents.

The consumer / bidder will be responsible for ensuring to keep the registration valid, and for the purpose, the consumer / bidder will keep all the documents mentioned above valid throughout the period right from bidding upto completion of lifting. In the event of expiry of any of these documents, the registration will automatically become dormant and during the period of dormancy, the consumer / bidder will not be allowed to participate in bidding by mjunction and release of coal will be kept suspended by the Coal Company. Such suspension of release of coal will be treated as a failure on the part of consumer / bidder and the proportionate EMD equivalent to the failed quantity shall be forfeited. The registration will however be restored by mjunction and thereafter participation in the bidding will be allowed after submission of the valid document(s) / extension of the validity of the document(s) and coal releases / lifting will be allowed by the Coal Company.

mjunction will also remain vigilant and monitor the validity of all the documents and disallow the consumer to participate in bidding in case any of his documents becomes invalid.

After registration, all consumers / prospective bidders will have an auto-generated Unique User ID and a Password which will be same as Spot eAuction User ID and a Password based on which they can log in on mjunction's web site.

The consumers / prospective bidder must get themselves registered with an approved certifying agency and obtain digital signature for their authentication / proving genuineness which would enable them to participate in e-Auction. The consumers / prospective bidders are required to contact mjunction in this regard for clarification and guidance, if required by them.

Only one registration will be done against one PAN number. However, for more than one coal consuming unit, having independent valid sales tax / VAT registration, more than one registration against one PAN Number can be considered. In such cases, the details of valid sales tax / VAT registration **against each consuming unit** will be indicated in each 'Photo Identity Card'. In the event of one PAN number and one sales tax /VAT registration number is same for a consumer having multiple units in one state, more than one registration will be allowed based on independent valid excise registration number or factory license for such units and the same will be indicated in each "Photo Identity Card".

#### **Photo ID Cards:**

mjunction shall issue "Photo Identity Card" to their registered bidders duly authenticating the identity & signature, indicating a "Unique Registration Number" allotted to them. The "Unique registration number" of the registered bidders shall be communicated to the Coal Companies by mjunction. The details of the Sales tax / VAT registration number as well as consumer status of the applicant unit shall also be duly **incorporated** in **each Photo Identity Card**.

For any further query please send your feedback at [coaljunction@mjunction.in](mailto:coaljunction@mjunction.in) or contact us at the following numbers.

**Helpline (Toll Free): 1800 419 2000 1**

(Monday to Friday 10:00 am to 06:00 pm)

**Mr. Avik Das:** Tel +91 33 66106174, Mobile + + 91 9163348020

Sincerely,

**mjunction services limited**

Visit us on the web at: [www.coaljunction.in](http://www.coaljunction.in)

Draft format of affidavit to be submitted by the Consumer at the time of Registration to participate in FORWARD e-Auction

Before \_\_\_\_\_

**AFFIDAVIT**

I, .....son of  
Sri .....aged ....., years do hereby solemnly  
affirm and declare as follows:

That I am one of the Director of M/s.....having its Registered Office  
at .....hereinafter referred to as Company which expression shall  
include its successors in interest and permitted assigns.

That I have been duly authorized by the said Company to affirm this Affidavit and thus competent to do  
so.

**OR**

That I am one of the Partner of M/s.....a Partnership Firm having  
its Head Office at .....hereinafter referred to as the said Firm which expression  
shall include its successors in interest and permitted assigns.

**OR**

That I am the Sole Proprietor of M/s.....having its office  
at .....

Use one of the above according to suitability:--

That as per the new coal sale policy of Coal India Limited and its Subsidiary Companies we  
M/s.....(Co/Firm) are entitled to be registered to participate in the  
Forward e-auction for getting supply of coal from M/s Eastern Coalfields Ltd./ Bharat Coking Coal  
Ltd./Central Coalfields Ltd./Northern Coalfields Ltd./Western Coalfields Ltd./South Eastern Coalfields  
Ltd./Mahanadi Coalfields Ltd./North Eastern Coalfields Ltd. as the case may be to be used by us  
exclusively in our unit located at .....

That I do hereby undertake on behalf of the said Company/Firm that coal as may be applied to us by M/s. Eastern Coalfields Ltd./ Coking Coal Ltd./Central Coalfields Ltd./Northern Coalfields Ltd./Western Coalfields Ltd./South Eastern Coalfields Ltd./ Mahanadi Coalfields Ltd./North Eastern Coalfields Ltd. as the case may be, for catering to the needs of end use as mentioned above shall be used only for which coal will be supplied to us and shall not use the said coal for the purposes other than the said purpose.

That I further undertake that the aforesaid coal to be supplied to us shall neither be resold, transferred nor exported by us.

That I further confirm that in case of any failure in complying with the undertaking mentioned in the preceding paragraph coal from M/s Eastern Coalfields Ltd./ Bharat Coking Coal Ltd./Central Coalfields Ltd./Northern Coalfields Ltd./Western Coalfields Ltd./South Eastern Coalfields Ltd./ Mahanadi Coalfields Ltd./North Eastern Coalfields Ltd. as the case may be /Service Provider shall have the right to cancel the Registration as also to disallow to participate in future E-auction and also to take any legal action.

That the contents of the foregoing paragraphs of this Affidavit are true to my knowledge and belief.

Deponent

Witness:

- 1.
- 2.

**Authorization Letter**

(This Authorization Letter is required on the Organization's letterhead)

To  
mjunction services limited

Affix recent  
passport size  
photo of the  
Applicant

Bidder Id:

Sir,

This is to certify that: Mr. / Ms. \_\_\_\_\_ has provided correct information to the best of my knowledge and belief and is working with - \_\_\_\_\_ (organization name). He / She is hereby authorized to deal with mjunction and Coal Company on all issues related to Forward eAuction of Coal India Limited. We request you to issue the Bidder Identity Card in the name of Authorized person.

*Details of Authorized Person:*

Name : \_\_\_\_\_

Designation : \_\_\_\_\_

Organization Name : \_\_\_\_\_

Signature (with stamp of Orgn. / Office) : \_\_\_\_\_

Date : \_\_\_\_\_

Place : \_\_\_\_\_

I would also like to confirm that Bidder ID card delivery option is: (please tick one)

- By mail to registered address
- Physical collection from mjunction office

Thanking you

\_\_\_\_\_

\_\_\_\_\_

(ATTESTED with official seal)