

For FAQs in Coaljunction please click on the below link :

<https://stage.coajunction.in/misc/faq#sthash.eogcxFtR.dpbs>

Dear Customer,

We are happy to introduce 100% Paperless Online information change process & Rejected EMD Refund Reprocessing process. Bidders need to log in with their respective user id & password in their registered profile at www.coajunction.in

1.Process steps for 100% online information change:

Please be informed that, to update your new bank records, you need to upload scanned copies of a New Bank Certificate, cancelled cheque, application letter in your Company's letter head mentioning the purpose & your Coaljunction Bidder ID. number.

Steps : Home>Information Change Option>Select the desired change Type & Sub Change Type from the drop-down option>Insert the desired changes and upload the relevant documents against the mentioned parameters>Validation by CJ executives >Once approved, Bidders need to make necessary payment >After successful payment the bidder needs to log in & check "My Profile" option to see the desired changes.

Special Note: Proprietorship/HUF cases will not be able to change - PAN /Company name as per our policy-They need to go for new registration.

Please be informed that the new process will come into effect from 24.04.2023 and the old process of DD & document collection will be discontinued thereafter.

2. Process steps for 100% online Rejected EMD Refund Reprocessing process:

Steps : EMD Management>Refund>Apply for Refund Reprocessing>Enter the Refund ID> Click on Request For Refund button, to request for Rejected Refund Re-process> Validation by CJ executives> Once approved, Bidders need to make necessary payment >After successful payment the reprocessing of the rejected EMD Refund request will be initiated & it will be processed within due course of time.

Bank information updation application(s) shall be processed within 3 working days post the date of receipt of scanned copies of complete application request(s), considering the scope of work applicable during that time. However, if the application request(s) are found to be incomplete in any manner or doesn't meet the requisite criteria, then we shall be rejecting such request(s) within the stated timeline.

Kindly note that, while applying for EMD refund using HDFC BANK details through NEFT / RTGS mode, then, MICR is mandatory.

However, while applying for EMD refund using Non-HDFC BANK details through NEFT / RTGS mode, then, MICR is not mandatory.

Please be informed that the new process will come into effect from 24.04.2023 and the old process of DD & document collection will be discontinued thereafter.

Please touch base with our toll-free helpline number 180041920001 for any assistance.

For further details please call Information Updation Cell :- +91 - 9163348072 / 8584008139 / 9163348134.

Please download the Bank Certificate Format attached below:- [Bank Certificate Format](#)

Thanking you,
Team Coaljunction