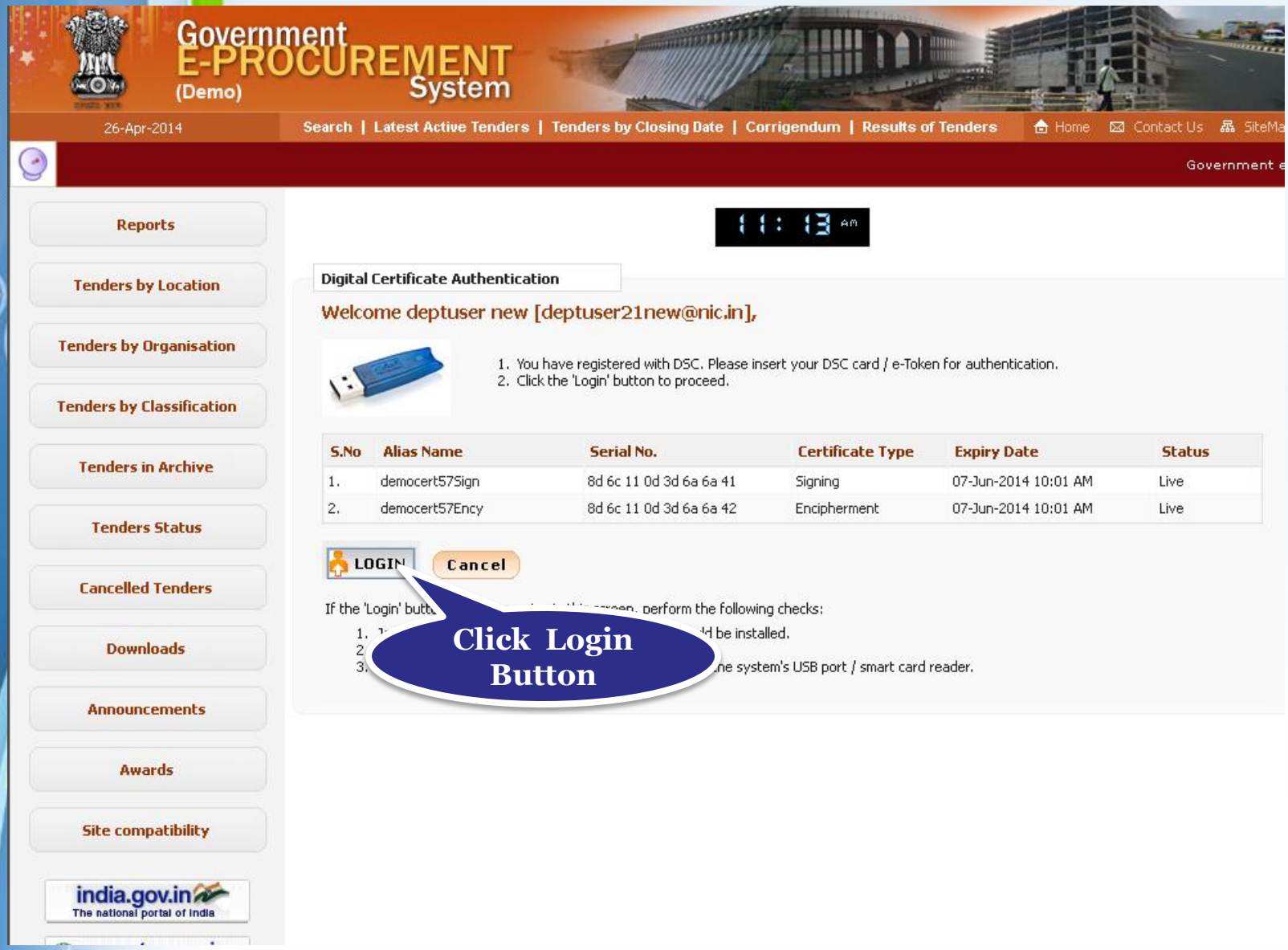
Government eProcurement System of National Informatics Centre

(GePNIC Version1.09.02)

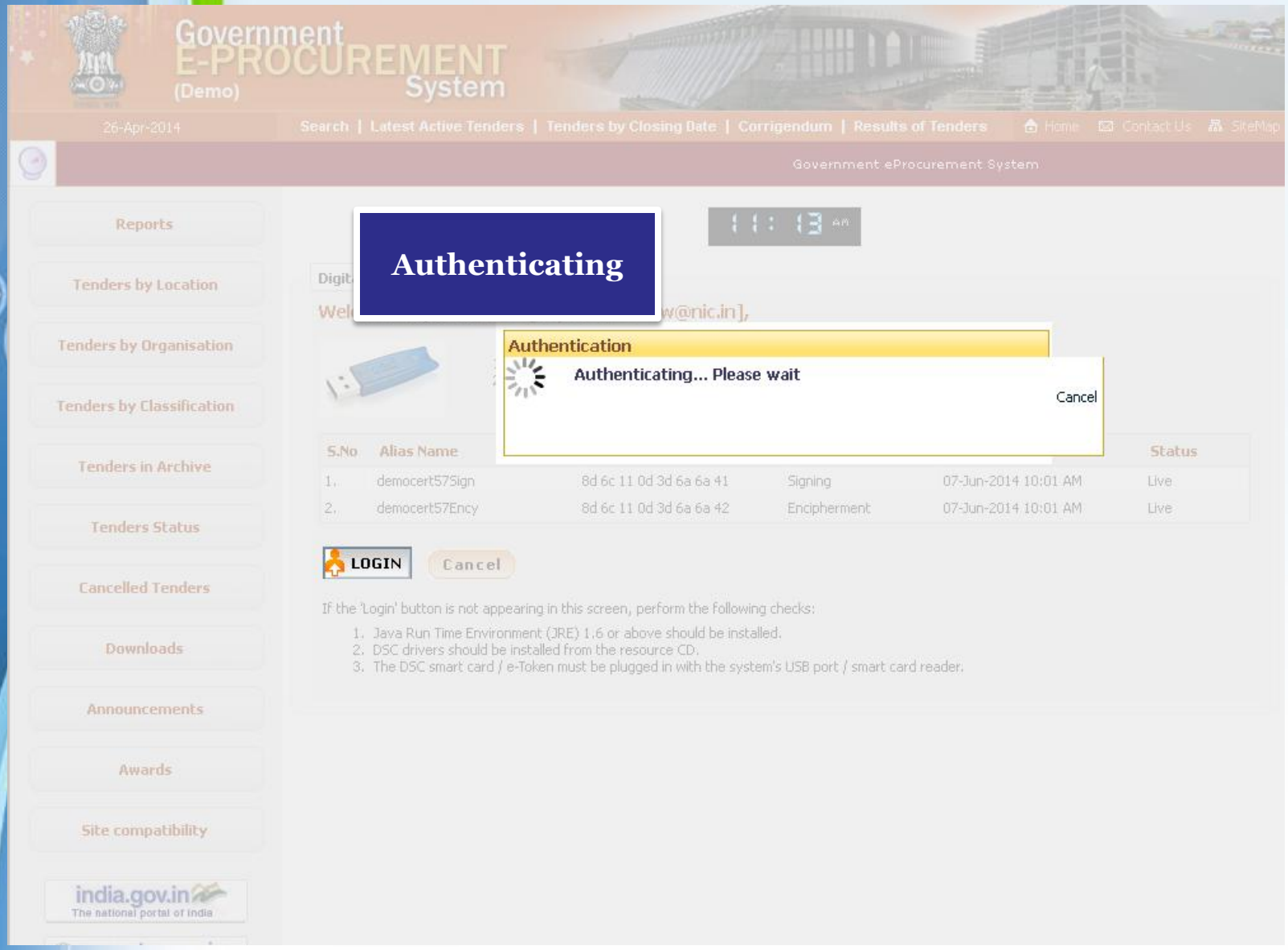
Award of Contract

- **Enter Login id and password and click Login button**

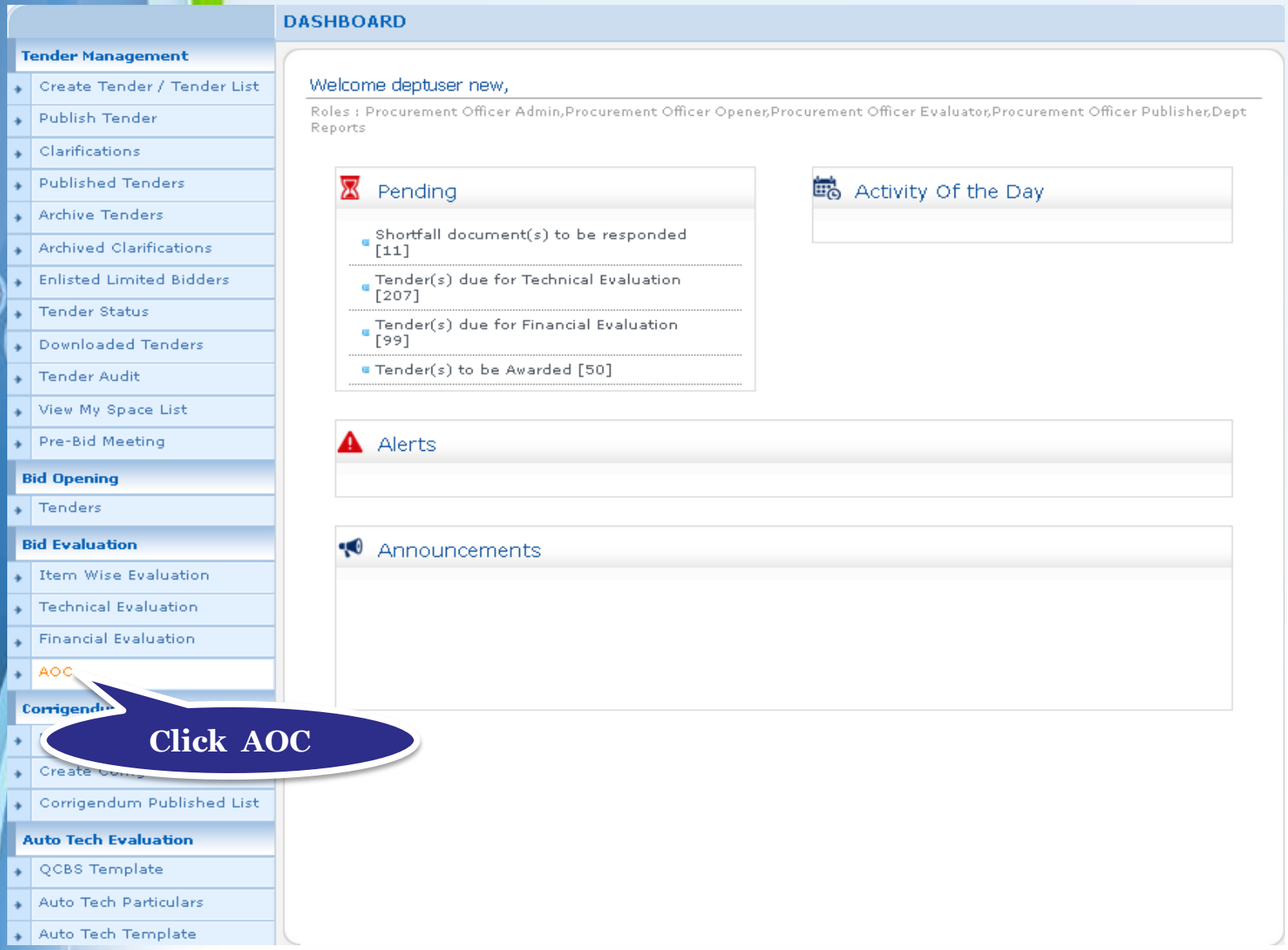
- **Click the Login Button**
- **Physically Insert the DSC token into the system and Click LOGIN**



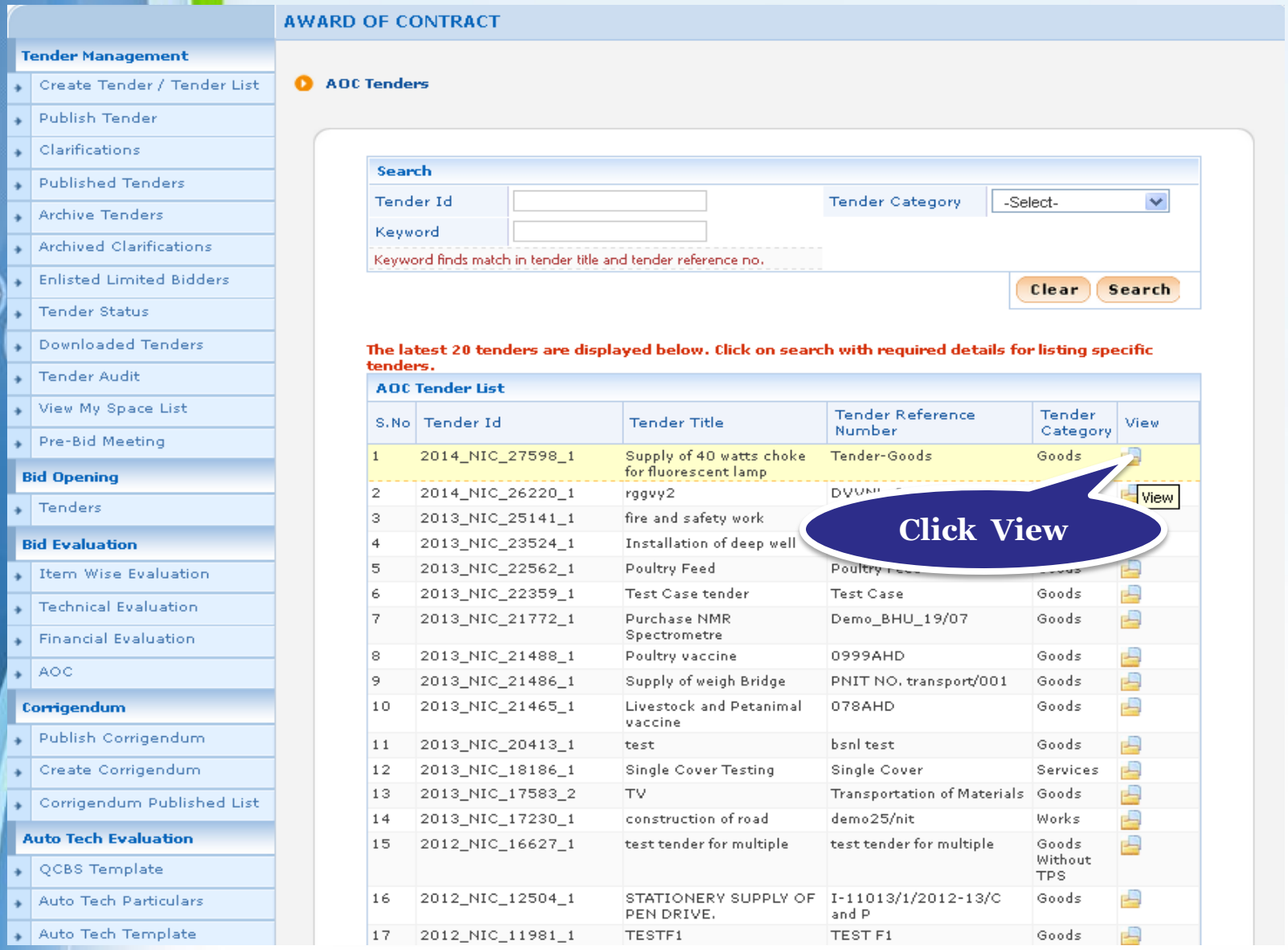
- **Enter DSC Password when prompted**



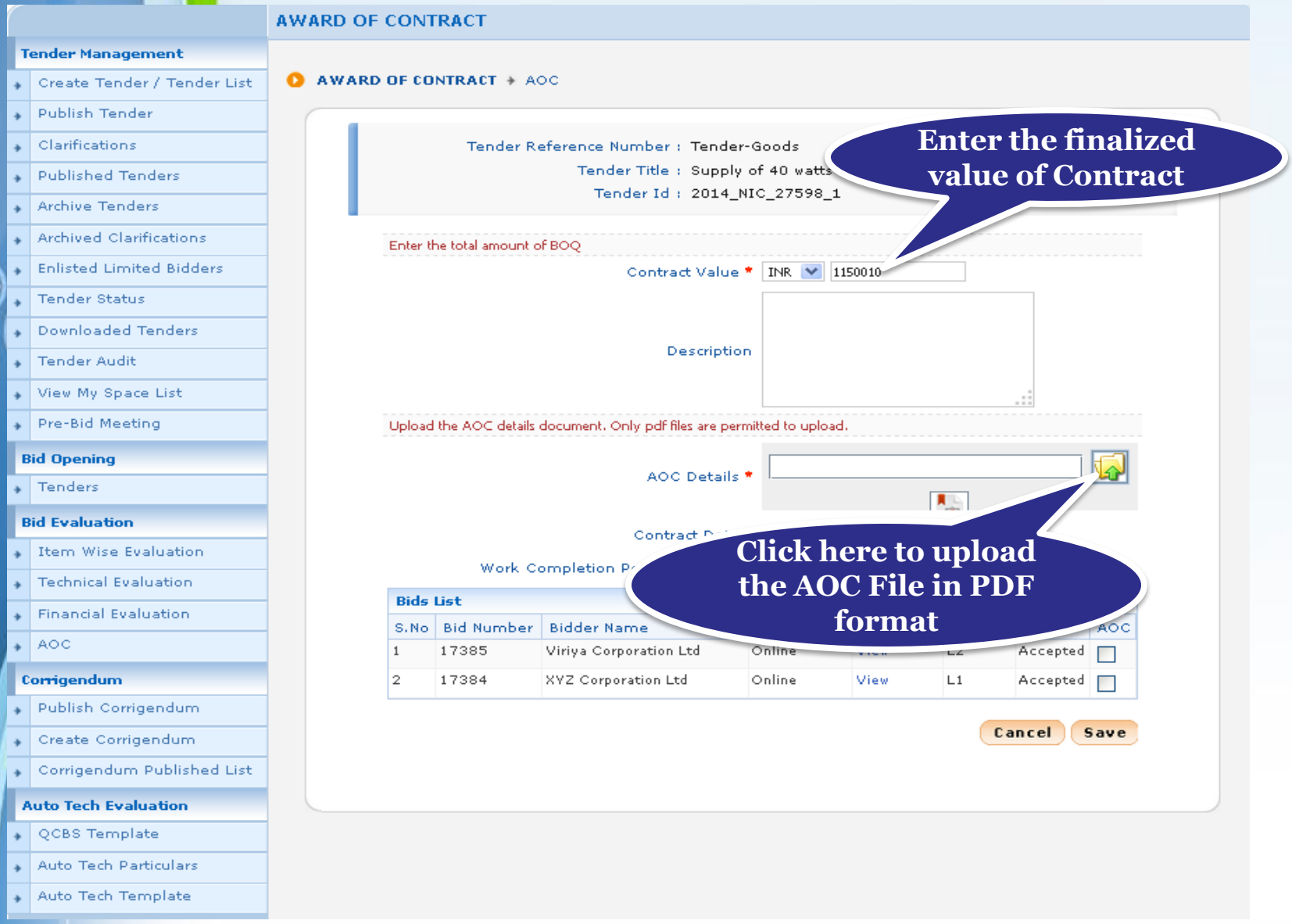
- **Select the 'AOC' tab under Bid Evaluation from the left panel on the dashboard screen**



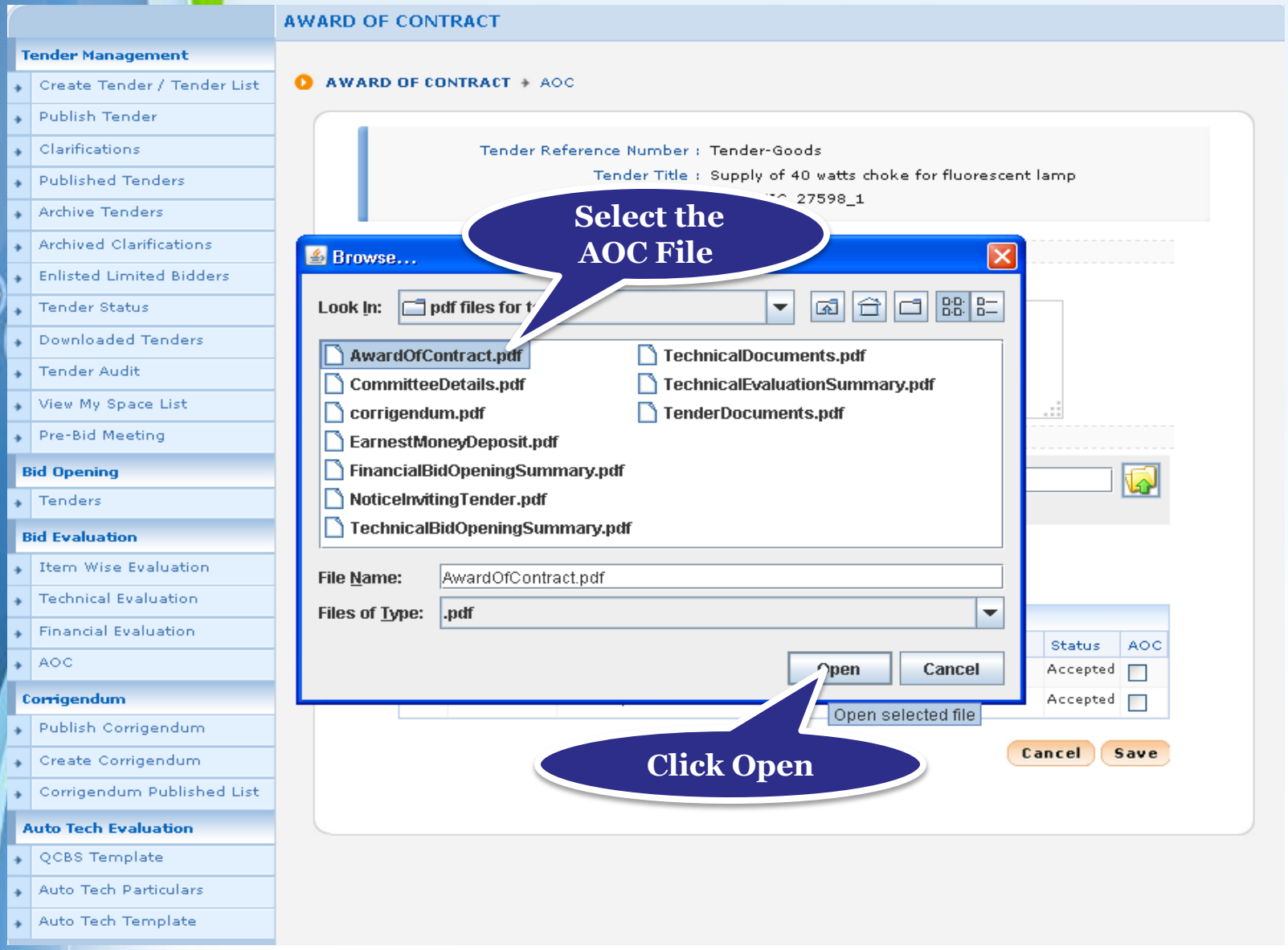
- **Search for the required tender**
- **Click View to view the tender**



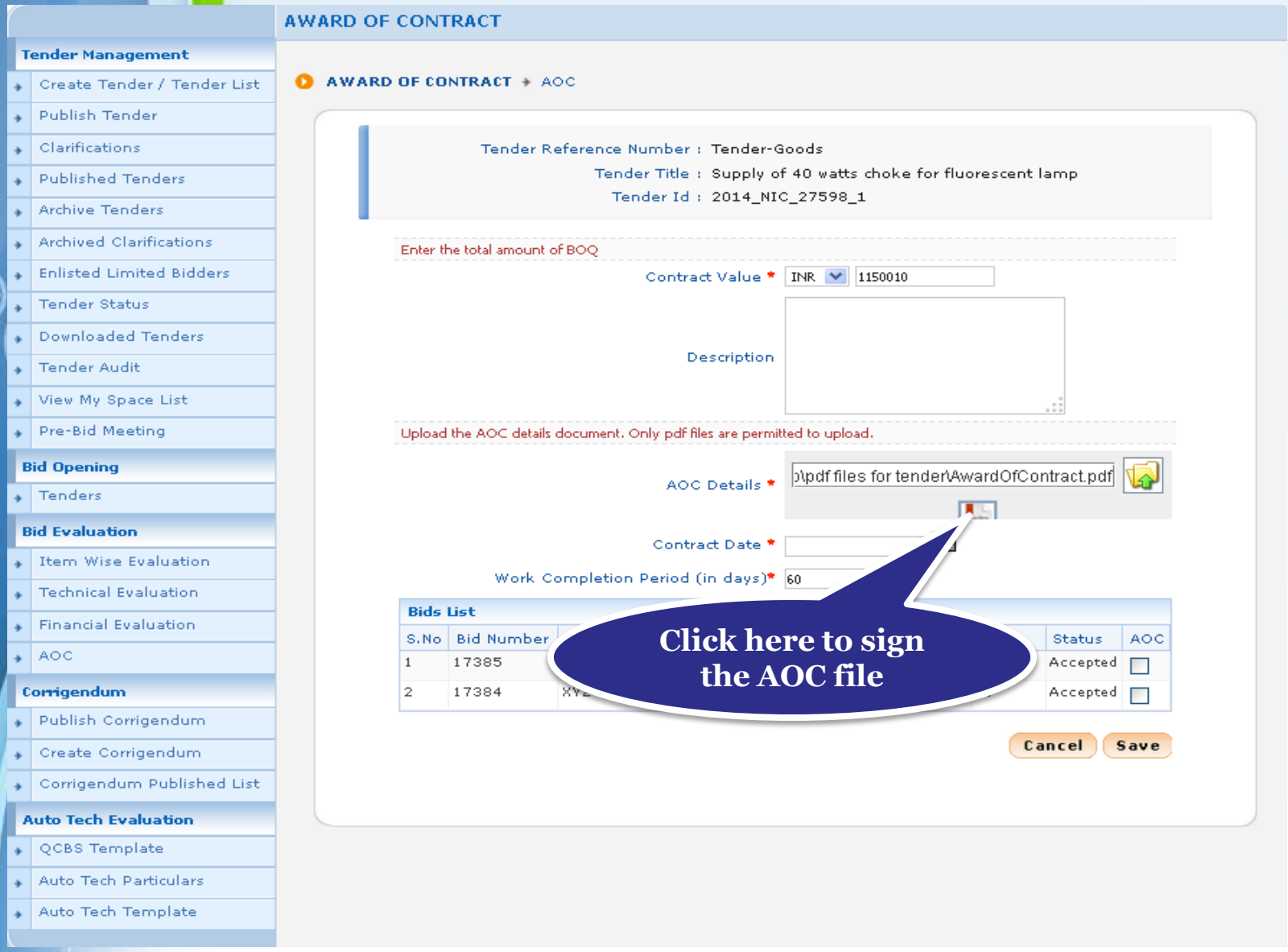
- **Enter the contract value**
- **Upload the Award of contract file**



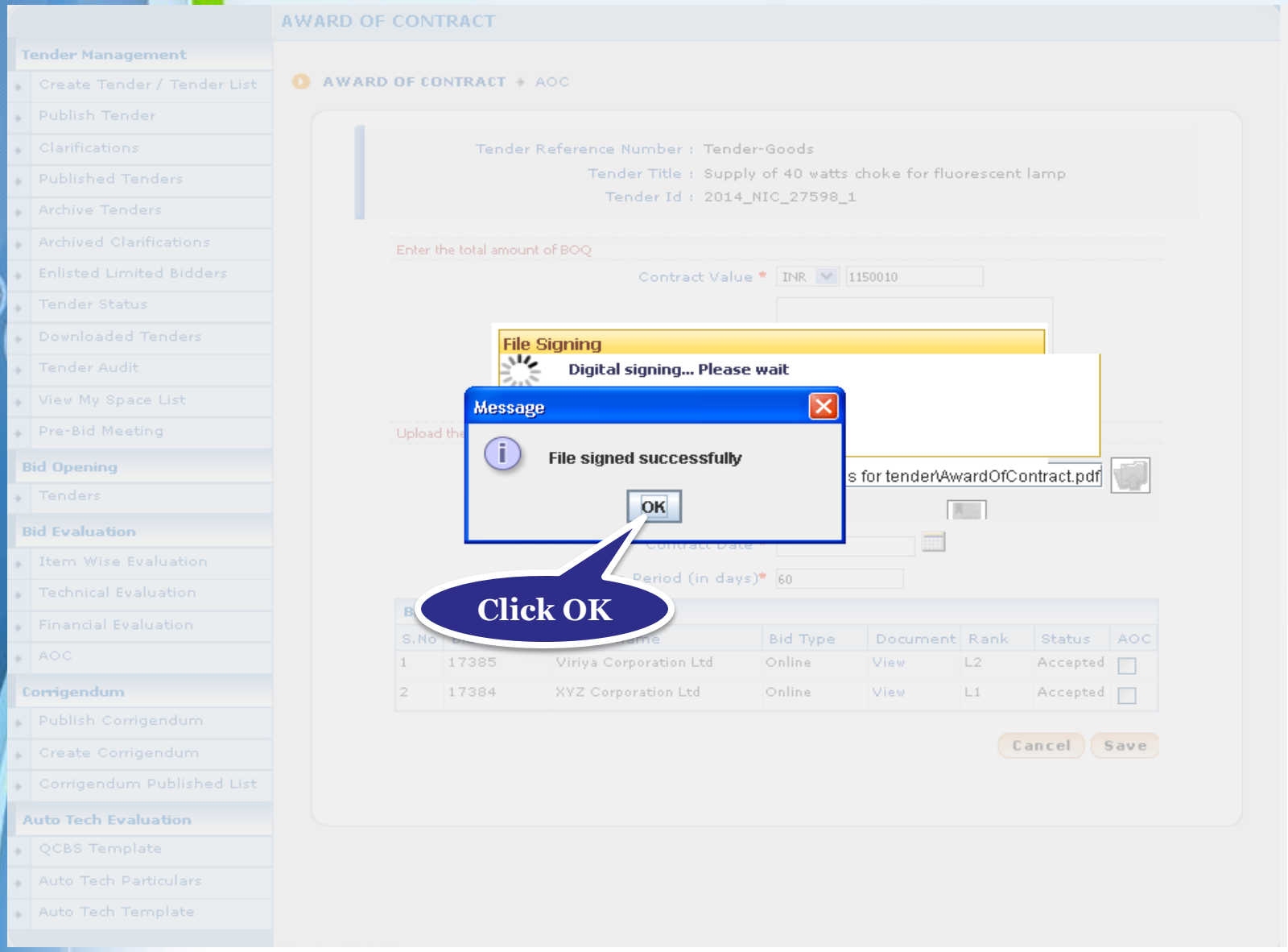
- **Browse the system and Select the AOC file to upload**



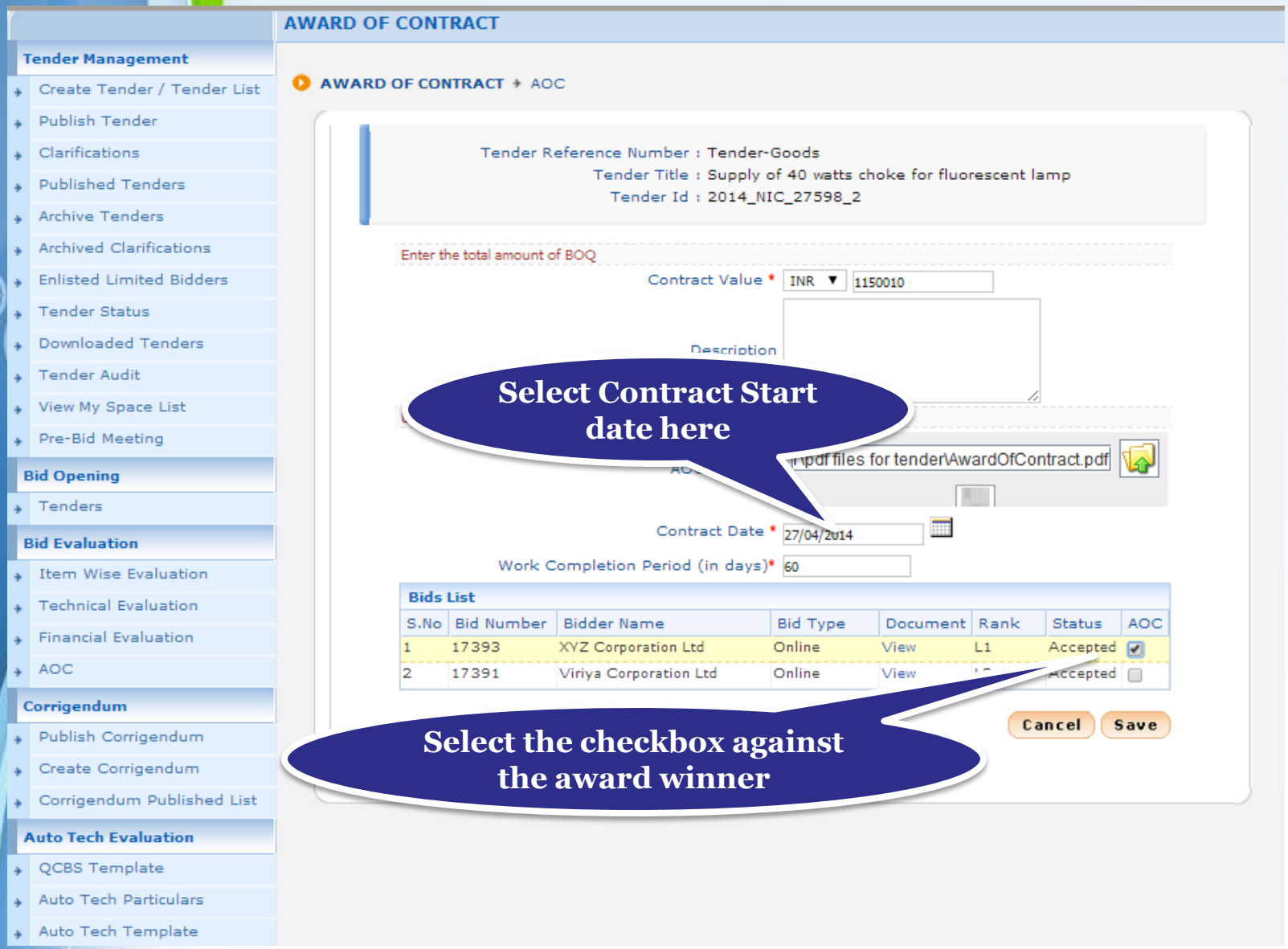
- **Sign the uploaded AOC document using DSC**



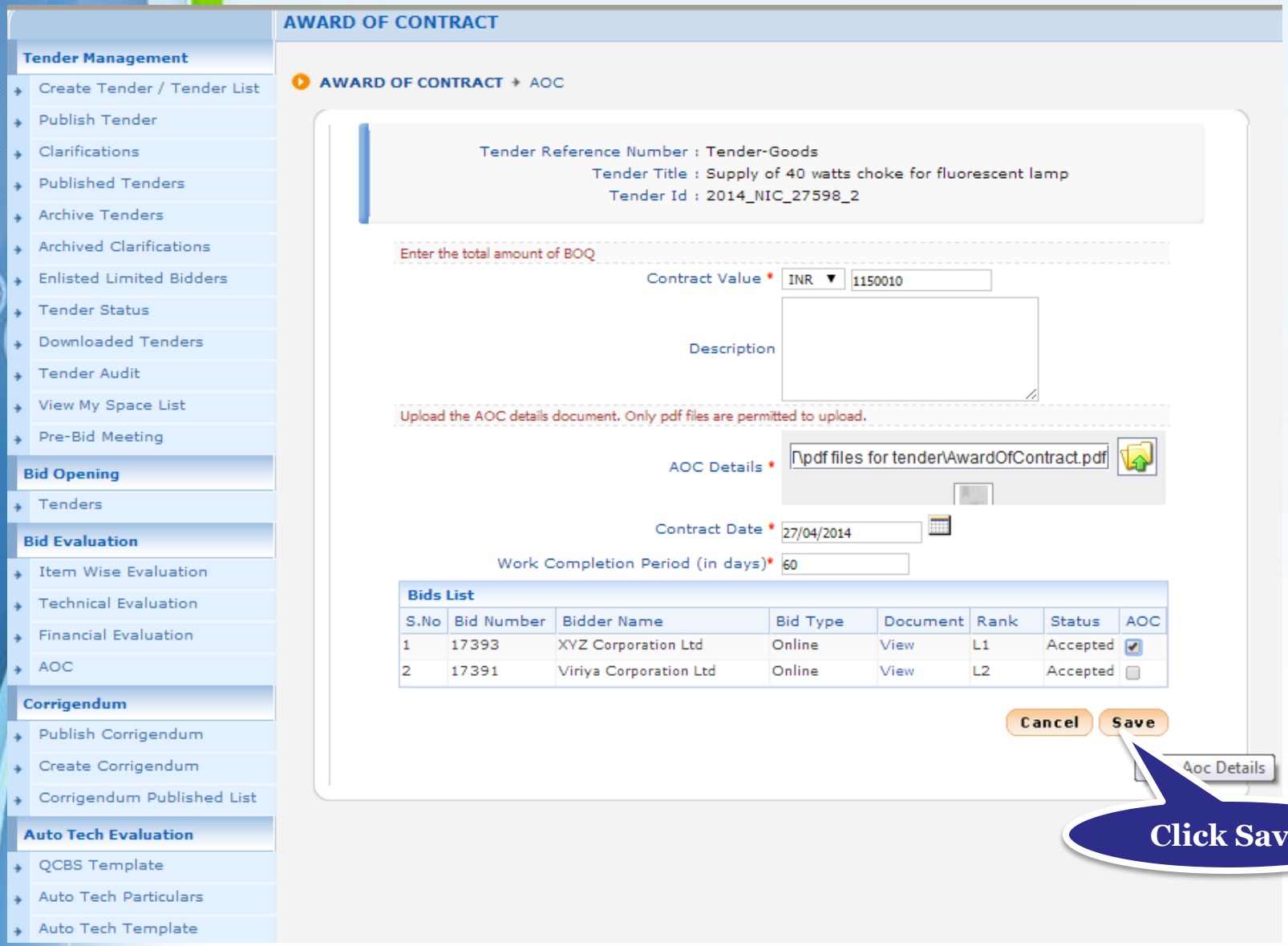
- **Click OK once the file is signed successfully**



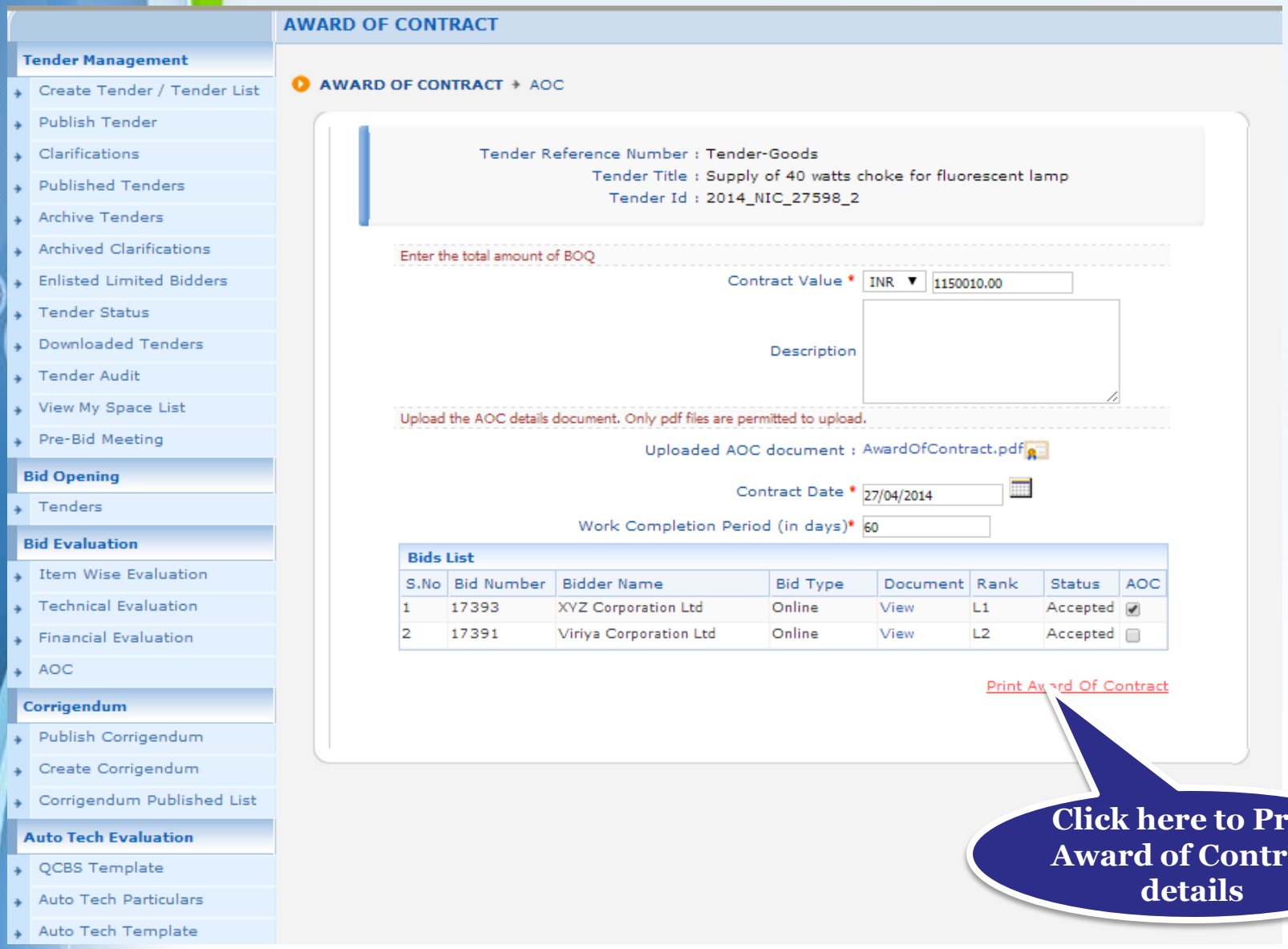
- **Select Contract Start date**
- **Check the box against the award winner**



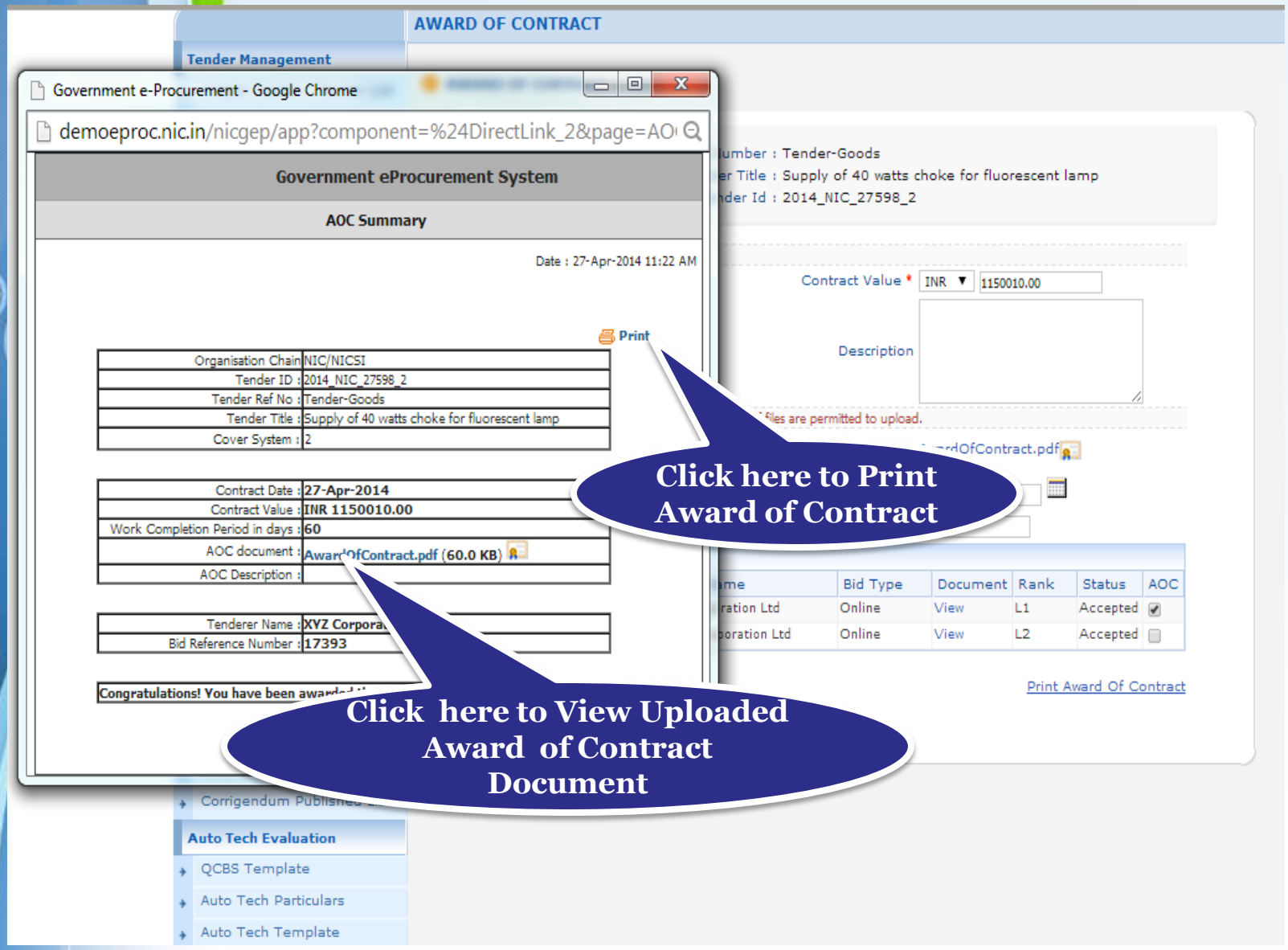
- **Click Save to save the AOC details**



- **Click Print Award of Contract to view and print the Award of contract**



- **View the Award of contract and click Print to print it**



End of Award of Contract