

Registration Process:

1. Registration of Bidder:

- a. Bidder has to apply for registration through Single-Sign-On (SSO) on JDA website www.jda.urban.rajasthan.gov.in. The bidder has to pay “e-auction registration Fee” (non-refundable) as mentioned below:

S.No	Period of Registration	Amount (Rs.)
1.	1 Month	100.00
2.	1 Year	500.00
3.	2 Year	1,000.00

- b. Upload required documents for KYC compliance as per the type of entity as mentioned below:

Type of Entity	KYC Compliance required	List of valid KYC Documents (To upload at least one document for proof of each compliance)
Individuals	<ul style="list-style-type: none">➤ Name➤ Address Proof	(i) Passport (ii) PAN Card (iii) Voter's Identity Card (iv) Driving License (v) Identity Card (vi) Utility Bill like telephone, electricity (vii) Bank account statement /Pass Book (viii) Ration Card (v) Latest Rent / Leave & license agreement etc.
Company	<ul style="list-style-type: none">➤ Name of the Company, Principal place of business➤ Address of the company➤ Identity of signatories	(i) Certificate of incorporation and Memorandum & Articles of Association (ii) Resolution of the Board of Directors to open an account and identification of those who have authority to operate the account (iii) Power of Attorney granted to its managers, officers or employees to transact business on its behalf (iv) PAN card or copy of PAN allotment letter (v) Any other officially valid document establishing proof of existence and address of the entity to the satisfaction of the Company (vi) Any officially valid document to identify the signatories (vii) Certificate of Commencement of Business.
Partnership firms	<ul style="list-style-type: none">➤ Legal name and address	(i) Registration certificate, if registered (ii) Partnership Deed (iii) Power of Attorney granted to a partner or an

	<ul style="list-style-type: none"> ➤ Identity of all partners and their addresses ➤ Identity of signatories 	<p>employee of the firm to transact business on its behalf (iv) Any officially valid document identifying the partners and the persons holding the Power of Attorney and their addresses (v) Proof of existence & proof of address of the firm.</p>
Trusts & foundations	<ul style="list-style-type: none"> ➤ Identity of trustees, settlers, beneficiaries & signatories ➤ Identity and addresses of the founder, the managers / Directors and the beneficiaries ➤ Identity of signatories 	<p>(i) Certificate of registration, if registered (ii) Trust Deed (iii) Power of Attorney granted to transact business on its behalf (iv) Any officially valid document to identify the trustees, settlers, beneficiaries and those holding Power of Attorney, founders/ managers/ directors and their addresses. (v) Resolution of the managing body of the foundation/ association (vi) Any officially valid document establishing the proof of existence and proof of address of the entity to the satisfaction of the Company.</p>

- c. Once the Bidder is registered with JDA, on expiry of registration period the bidder can apply for re-activate his account after submission of e-auction registration Fee. If required JDA may ask to re-submit the documents for verification.

2. Participation in e-Auction:

- a. Online Participation Request will to be received by bidder as per advertisement which will be made in Print Media / Website of JDA.
- b. The registered bidder shall also be required to deposit “e-Bid Participation Fee (Non Refundable)” for the auction in which he is specifically participating (separately for each auction).

3. **Earnest Money:** Apart from one time e-auction registration fee and e-Bid participation fee, the Bidder will have to deposit Earnest Money Deposit (EMD) as per publication/auction advertisement for the particular e-Auction. The EMD amount shall have to be deposited within the time limit as notified and shall be subject to clearance of the same by JDA. Earnest Money will be non-transferable to the other Bidder or any other property to be purchased by the same Bidder. Make payment of required participation and Earnest Money Deposit (EMD) as mentioned below:

Estimated Value of Property (BSP X Area)	Participation Fee (Nonrefundable) (INR)	EMD (INR)	Submission Timeline
Upto 1 Crore	Nil	50,000.00	After submission of participation fee & EMD having three clear working days from date of closing of bid
Above 1 Crore – Upto 2 Crore	Nil	5,00,000.00	
Above 2 Crore – Upto 3 Crore	Nil	10,00,000.00	
Above 3 Crore – Upto 4 Crore	Nil	15,00,000.00	
Above 4 Crore – Upto 15 Crore	5,000.00	30,00,000.00	
Above 15 Crore – Upto 25 Crore	5,000.00	50,00,000.00	
Above 25 Crore – Upto 50 Crore	5,000.00	75,00,000.00	
Above 50 Crore – Upto 100 Crore	5,000.00	1,50,00,000.00	
Above 100 Crore	5,000.00	2,00,00,000.00	

4. Login to Single-Sign-On (SSO) on JDA website www.jda.urban.rajasthan.gov.in.
5. Start Bidding.