

Procedure for Online Registration in EPS for Open Tender Suppliers

1. Click Register Button(Top of the Screen)
2. Please input your organization PAN No
3. Click on **INTERESTED** Button against the respective Client/Plant
4. Fill up all the field as desire and Click “NEXT” Button
5. Please select one procurement category and press Submit Button.
6. One link will be appear in your screen and click this link
7. Generate the PDF Format and save it.
8. Take print out the PDF format of the EPS Declaration Form on your Organizational Letterhead.
[Only 4 pages (2 pages of your organization profile +2 pages of Terms & condition of respective client, i.e HCL)
9. Please attach 1 Photocopy of your Organization PAN Card
10. Duly Sign & Stamp on each page of the filled up Form
11. eMail the PDF Copy (5 pages) to the following id at the earliest:
eps.customercare@mjunction.in
12. Courier the hard copy to the below mentioned address.

To
EPS Customer Care Team
mjunction services ltd
Godrej Waterside, Tower-I, 3rd Floor
Plot No. 5, Block-DP
Sector-V, SaltLakeCity .
Kolkata-700091, WestBengal, India.

Upon receipt and verification of your properly filled up Declaration Form, along with a photocopy of your organization PAN Card, we would be registering and issuing Bidding Password and intimating you through an automated email to the email id as mentioned in the declaration form.

For any assistance, please feel free to get in touch with EPS Toll Free Customer care : 180041920001 (9am To 5.30 pm, Monday To Saturday) or write to us at eps.customercare@mjunction.in