



User Manual To Participate in RIICO E-Auction For Plot

1 Getting Started

To view the e-auction plan, visit the RIICO website (www.riico.co.in OR riico.rajasthan.gov.in), user will be directed to the following interface.

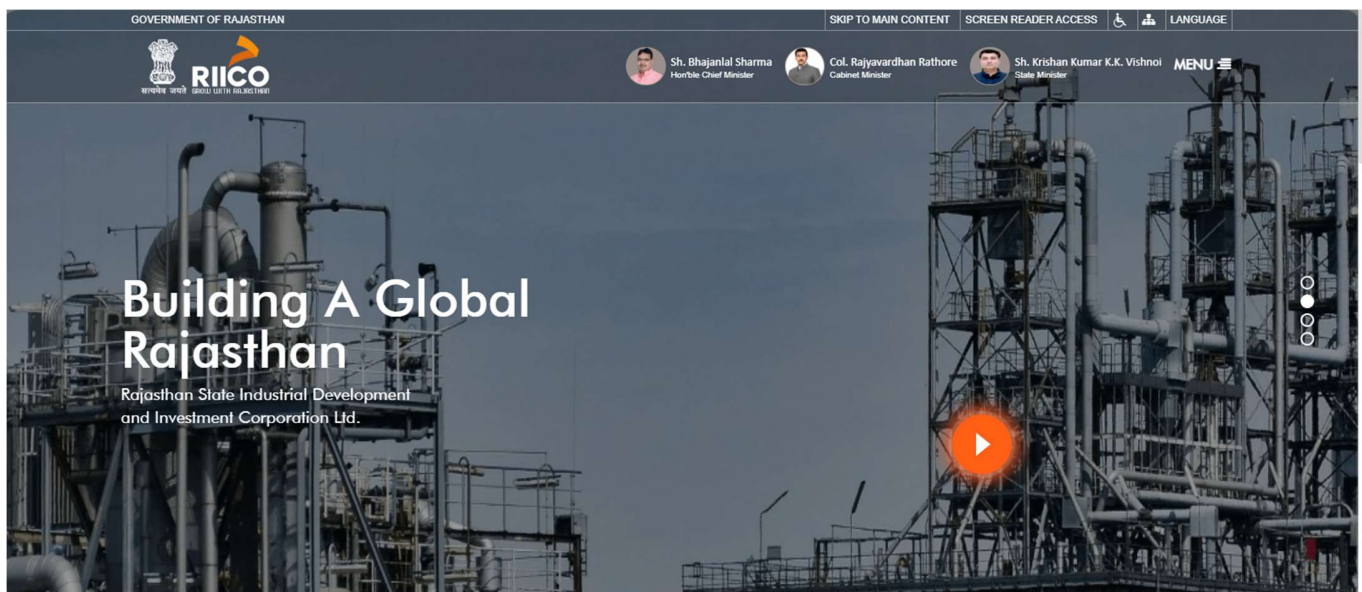


Fig 1.1: Select E-auction

To access the e-Auction portal, click on the **"E-Auction" link** as shown in the below image. You may also select 'E-Auction' by Click on "MENU" button (top right)

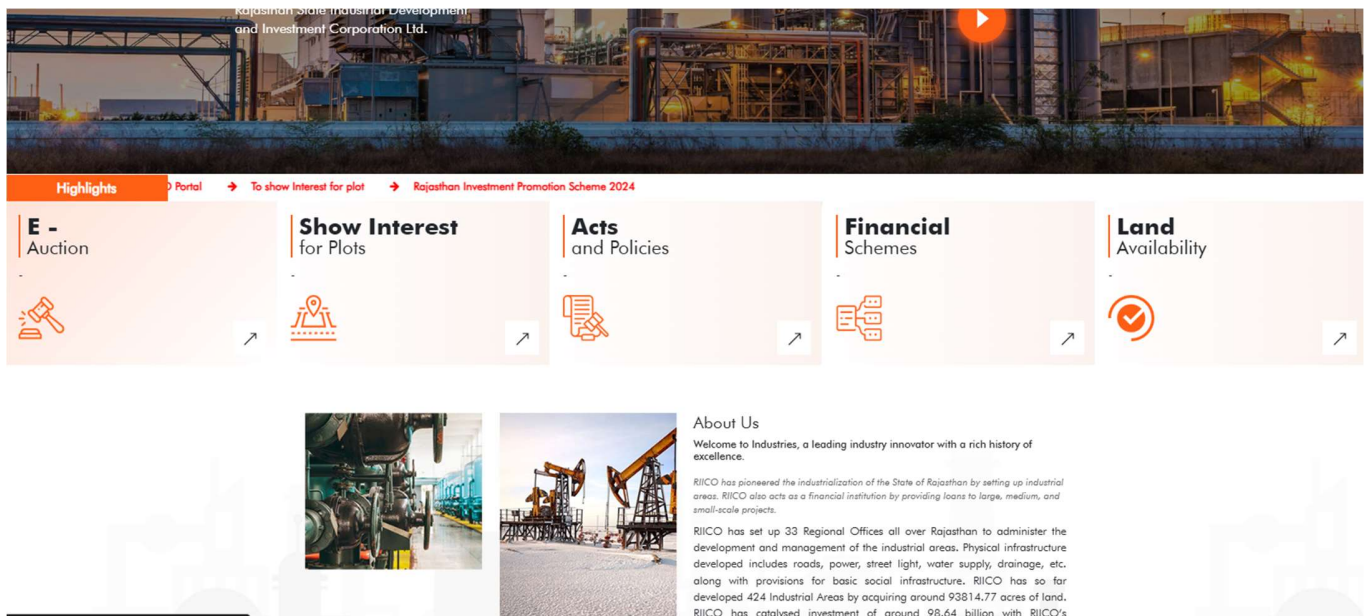


Fig 1.2: Select E-Auction

A list of online E-auction will be displayed with their corresponding details and current status.

S.No	Plot	Details	EMD Starts	EMD Ends	Bid Starts	Bid Ends	Current Status	Action
Unit : Ajmer			Industrial Area : Ajaymeru, Palra					
1	A-77 <i>(Industrial)</i>	Size:1000.00 Sqm , EMD : Rs.2,50,000.00, Bid Start Rate:5000.00 /Sqm	10-Feb-2025 11:55 AM	15-Feb-2025 11:55 AM	15-Feb-2025 11:55 AM	16-Feb-2025 11:55 AM	Live	Participate Now Documents v
2	C-74 <i>(Industrial)</i>	Size:1500.00 Sqm , EMD : Rs.3,75,000.00, Bid Start Rate:5000.00 /Sqm	10-Feb-2025 11:55 AM	15-Feb-2025 11:55 AM	15-Feb-2025 11:55 AM	16-Feb-2025 11:55 AM	Live	Participate Now Documents v
3	C-96 <i>(Industrial)</i>	Size:1000.00 Sqm , EMD : Rs.2,50,000.00, Bid Start Rate:5000.00 /Sqm	10-Feb-2025 11:55 AM	15-Feb-2025 11:55 AM	15-Feb-2025 11:55 AM	16-Feb-2025 11:55 AM	Live	Participate Now Documents v
4	Q-88 <i>(Industrial)</i>	Size:1500.00 Sqm , EMD : Rs.3,75,000.00, Bid Start Rate:5000.00 /Sqm	10-Feb-2025 11:55 AM	15-Feb-2025 11:55 AM	15-Feb-2025 11:55 AM	17-Feb-2025 11:55 AM	Live	Participate Now Documents v
Unit : Balotra			Industrial Area : Balotra Ph I					

Fig 1.3: E-Auction Portal

A user can view all live plots here and check the related documents. To participate in the E-Auction, the user must log in to the SSO Portal and register on the RIICO Portal.

2. User Registration

To participate in the e-auction, the user must visit the **SSO portal (sso.rajasthan.gov.in)**. If the user already has an account, they can log in directly by entering their credentials. Otherwise, they can create a new account and log in, as shown in the snapshot below:

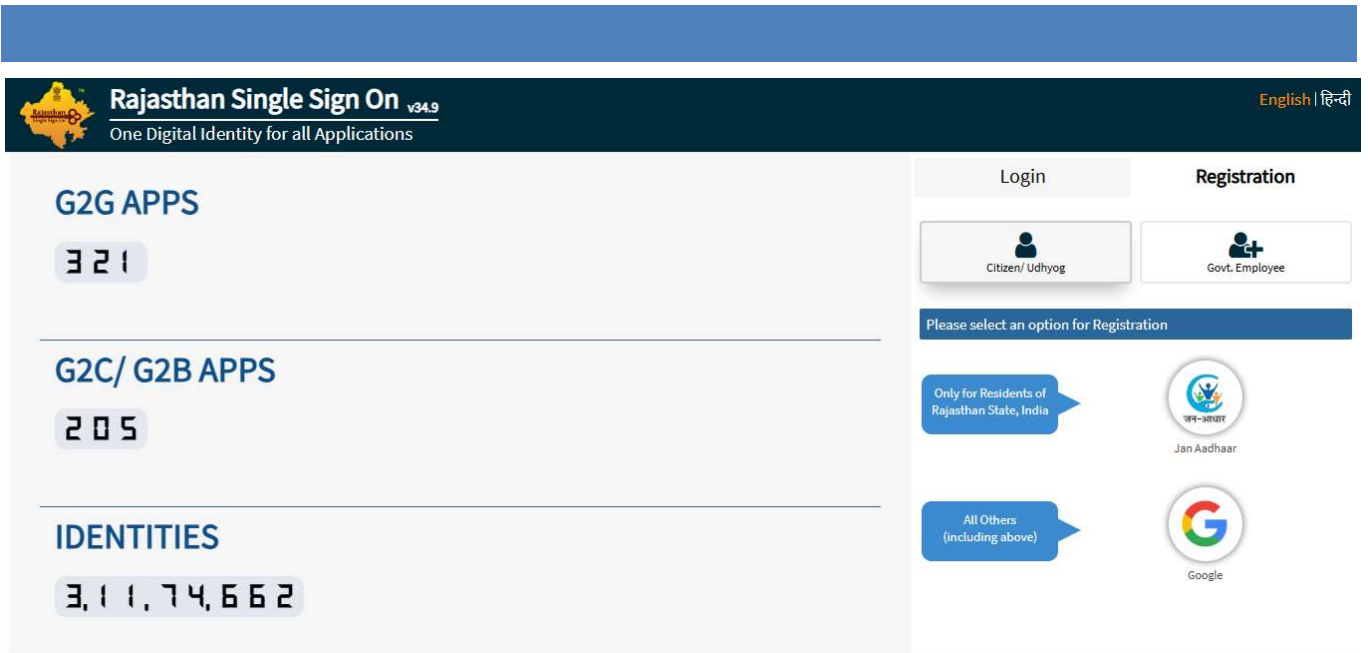


Fig 2.1: Registration on SSO

After creating an SSO ID, the user needs to enter the credentials to log in to the SSO.

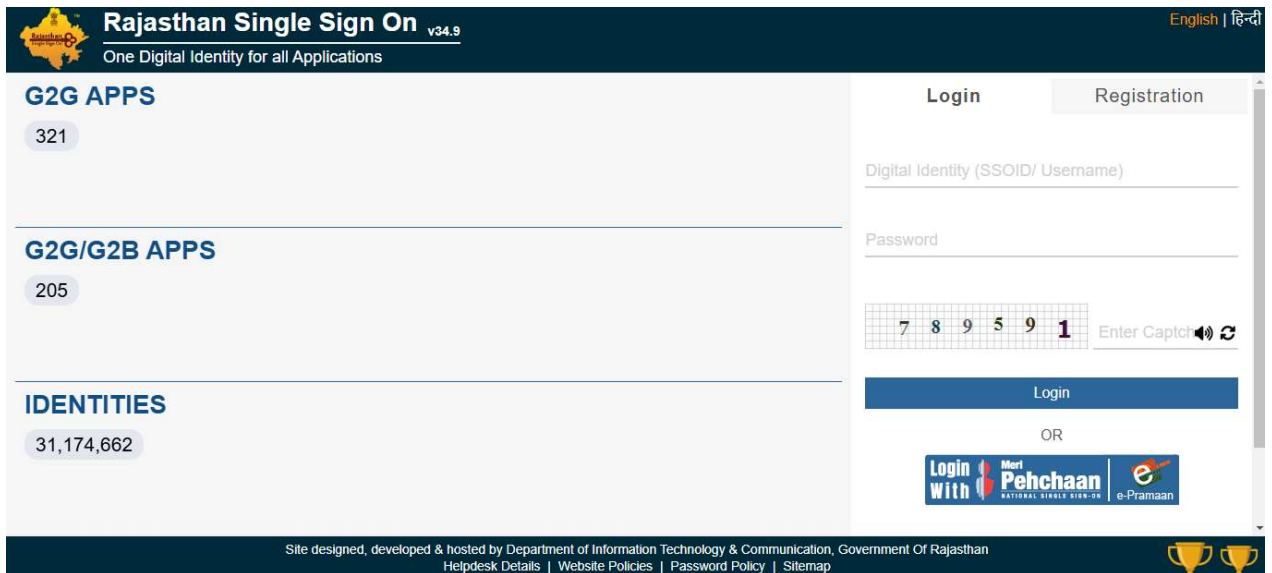


Fig 2.2: Login

Here, all government applications will be displayed. The user needs to search for and select **RIICO** from the list.



Fig 2.3: RIICO application

After selecting the 'RIICO' application, the following page will open:-

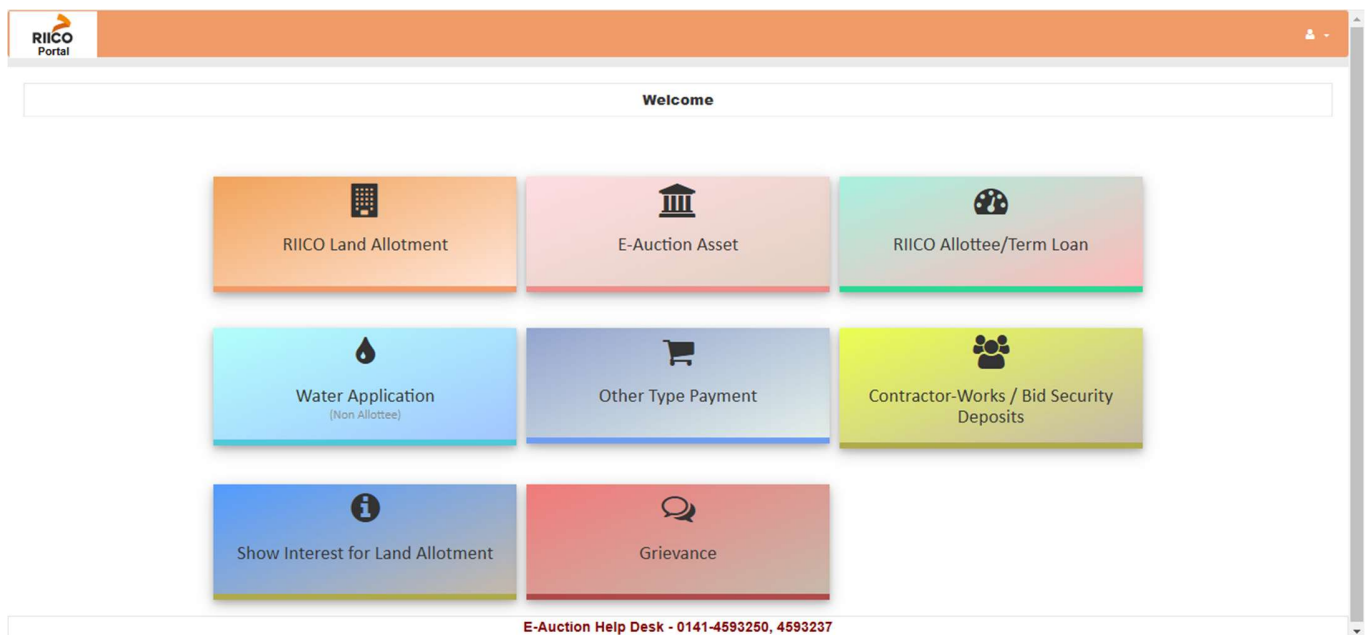


Fig 2.4: RIICO Land Allotment

Click on 'RIICO Land Allotment' option.

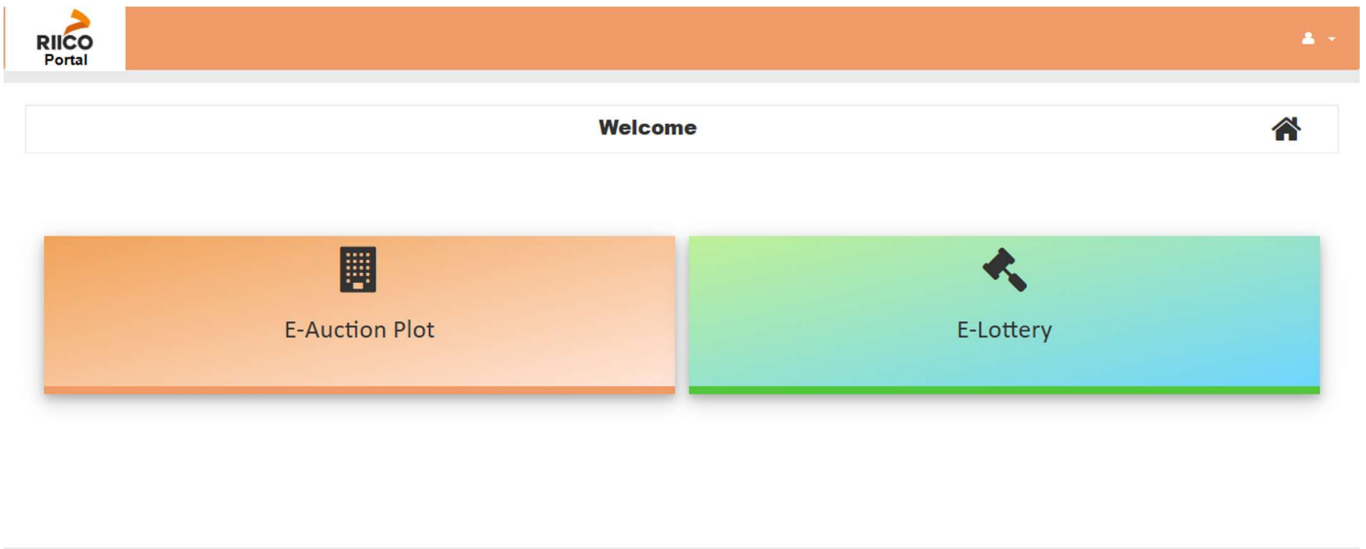


Fig 2.5: E-Auction Plot

Click on E-Auction Plot button

S.No	Plot	Details	EMD Starts	EMD Ends	Bid Starts	Bid Ends	Current Status	Action
Unit : Ajmer			Industrial Area : Ajaymeru, Palra					
1	A-77 (Industrial)	Size:1000.00 Sqm , EMD : Rs.2,50,000.00, Bid Start Rate:5000.00 /Sqm	10-Feb-2025 11:55 AM	10-Feb-2025 11:55 AM	10-Feb-2025 11:55 AM	10-Feb-2025 12:25 PM	Bid Closed	Documents ▾
2	C-74 (Industrial)	Size:1500.00 Sqm , EMD : Rs.3,75,000.00, Bid Start Rate:5000.00 /Sqm	10-Feb-2025 11:55 AM	15-Feb-2025 11:55 AM	10-Feb-2025 11:55 AM	15-Feb-2025 11:55 AM	Live	Participate Now Documents ▾
3	C-96 (Industrial)	Size:1000.00 Sqm , EMD : Rs.2,50,000.00, Bid Start Rate:5000.00 /Sqm	10-Feb-2025 11:55 AM	15-Feb-2025 11:55 AM	10-Feb-2025 11:55 AM	15-Feb-2025 11:55 AM	Live	Participate Now Documents ▾
4	Q-88 (Industrial)	Size:1500.00 Sqm , EMD : Rs.3,75,000.00, Bid Start Rate:5000.00 /Sqm	10-Feb-2025 11:55 AM	15-Feb-2025 11:55 AM	10-Feb-2025 11:55 AM	15-Feb-2025 11:55 AM	Live	Participate Now Documents ▾
Unit : Balotra			Industrial Area : Balotra Ph I					
1	BA-01 (Commercial)	Size:700.00 Sqm , EMD : Rs.25,000.00, Bid Start Rate:2400.00 /Sqm	03-Feb-2025 10:00 AM	06-Feb-2025 03:00 PM	06-Feb-2025 03:00 PM	20-Feb-2025 10:00 AM	Live	EMD Due Documents ▾

Fig 2.6: E-auction List view

Here, click on the **'Register'** button at the top right for one-time registration on the RIICO portal. Once you are registered, 'Registered' will appear in place of 'Unregistered,' and 'View Registration' will be displayed instead of 'Register.'

After clicking the "Register" button, the user will be directed to the following registration form.


The screenshot shows the RIICO Portal interface for user registration and KYC. The page title is 'User Registration & KYC [Registration Status: Activated]'. The form is divided into three main sections:

- Login Details:** Includes fields for SSO ID (SSO_AGGARWALGAURAV.604), Registered Name (Gaurav Agarwal), Mobile (9696183273), Email Id (AGGARWALGAURAV.604@GMAIL.COM), Alternate E-Mail ID (anushkagoyal23@navgurukul.org), Aadhar Number (748574857485), and Passport Number.
- Registration Details (The allotment letter will be issued as per the registration details):** Includes fields for Registered on behalf of (Individual), Name of Individual (Anushka Goyal), PAN (DSDSS3434D), Address (VBRI Udaipursw), City (Udaipur), State (RAJASTHAN), and GSTIN.
- Bank Detail:** Includes fields for Beneficiary Name (XBBGHJG), Bank Name (For Refund) (JFGDGJ), A/C No (bGJGFJGFJ), IFSC Code (bGFJFJ), and Account Type (Current).

Fig 2.7: User registration and KYC

In the above form, all fields are mandatory. Once the user fills out the registration form, the system will confirm the registration. An OTP will be sent to the provided mobile number, and a verification code will be sent to the provided email address. Please ensure that the mobile number and email ID are mandatory and fetched from the SSO. Therefore, make sure to update these details in your SSO profile. Enter the OTP and verification code in their respective fields, then submit the form.

The following details need to be provided in the user registration form.

- a. **Registration Details:** Specify the type of company (e.g., individual, proprietor firm, etc.) for which the registration is being done. Provide the name of an individual for contact purposes. Additionally, include the PAN number and bank details of the mentioned contact person. These details will be used by RIICO for processing refunds to the user.
- b. **KYC documents:** The user is required to upload certain documents. Upload the mandatory documents. Click on the upload  icon. Search the file from user's computer and upload onto the system.

After submitting the registration form, the user will receive an OTP on their mobile number. The user must enter the OTP and submit it. Once submitted, the user will be successfully registered.

3. Participate in E-Auction

Once the user is registered on the E-Auction Portal, they can participate in the E-Auction of plots. The following interface displays a list of industrial area units available for E-Auction. For each record, the corresponding status is shown, and the "Action" column indicates the actions that can be taken for each E-Auction.

Welcome Gaurav Agarwal E-Auction Help Desk - 0141-4593250, 4593237

Land Auction Registration Status: Registered [View Registration](#) [FAQ](#) [E-Auction Rules](#) [E-Auction User Manual](#)

E-Auction My Auction Archive

Select Unit Live Select Usage Type

S.No	Plot	Details	EMD Starts	EMD Ends	Bid Starts	Bid Ends	Current Status	Action
Unit : Ajmer			Industrial Area : Ajaymeru, Palra					
1	A-77 <i>(Industrial)</i>	Size:1000.00 Sqm , EMD : Rs 2,50,000.00, Bid Start Rate:5000.00 /Sqm	10-Feb-2025 11:55 AM	15-Feb-2025 11:55 AM	15-Feb-2025 11:55 AM	16-Feb-2025 11:55 AM	Live	Participate Now Documents ▾
2	C-74 <i>(Industrial)</i>	Size:1500.00 Sqm , EMD : Rs 3,75,000.00, Bid Start Rate:5000.00 /Sqm	10-Feb-2025 11:55 AM	15-Feb-2025 11:55 AM	15-Feb-2025 11:55 AM	16-Feb-2025 11:55 AM	Live	Participate Now Documents ▾
3	C-96 <i>(Industrial)</i>	Size:1000.00 Sqm , EMD : Rs 2,50,000.00, Bid Start Rate:5000.00 /Sqm	10-Feb-2025 11:55 AM	15-Feb-2025 11:55 AM	15-Feb-2025 11:55 AM	16-Feb-2025 11:55 AM	Live	Participate Now Documents ▾
4	Q-88 <i>(Industrial)</i>	Size:1500.00 Sqm , EMD : Rs 3,75,000.00, Bid Start Rate:5000.00 /Sqm	10-Feb-2025 11:55 AM	15-Feb-2025 11:55 AM	15-Feb-2025 11:55 AM	17-Feb-2025 11:55 AM	Live	Participate Now Documents ▾
Unit : Balotra			Industrial Area : Balotra Ph I					

Fig 3.1: Participate now

To participate in an E-Auction, click on the link provided in the **"Actions"** column next to the concerned record. The link is highlighted in the image above. Clicking on the link will direct you to the following interface.

EMD & Participation Details

EMD 2,50,000.00	EMD Start Date 10-Feb-2025 11:55 AM	EMD End Date 15-Feb-2025 11:55 AM
Participation Fee 1,000.00	Participation Fee Tax/GST 120.00	Total (EMD + Participation Fees + Tax/GST) 2,51,120.00

Bid Detail

Bid Start Rate (Rs./Sqm) 5,000.00	Bid Start Date & Time 15-Feb-2025 11:55 AM	Bid End Date & Time 16-Feb-2025 11:55 AM
Min. Bid Increment (In Rs) 10.00		

Payment Details

Status

Bid Status : Upcoming

Declaration by Bidder [Download Sample](#) EMD Status : EMD Due [Project Detail](#)

I agree with E-Auction Terms and Conditions.

Choose Option : Online

Pay Amount : 251120.00 [Pay Now](#) want to pay multiple times

E-Auction Help Desk - 0141-4593250, 4593237

Fig 3.2: Auction property details

The plot number, units, and industrial area for which the user is bidding are displayed at the top of the page. The plot details include the plot size, type, and category. Information regarding the Earnest Money Deposit (EMD) and participation details is also provided, including the EMD start and end dates, EMD amount, participation fees, and more. The bid details section includes the starting bid rate, bid start and end dates and times, as well as the minimum bid increment amount.

After that, the user will fill in the project details along with the declaration form and then save the information.

EMD & Participation Details		
EMD	EMD Start Date	EMD End Date
2,50,000.00	10-Feb-2025 11:55 AM	15-Feb-2025 11:55 AM
Participation Fee	Participation Fee Tax/GST	Total (EMD + Participation Fees + Tax/GST)
1,000.00	120.00	2,51,120.00

Bid Detail		
Bid Start Rate (Rs./Sqm)	Bid Start Date & Time	Bid End Date & Time
5,000.00	15-Feb-2025 11:55 AM	16-Feb-2025 11:55 AM
Min. Bid Increment (In Rs)		
10.00		

Payment Details	
Status	
Bid Status : Upcoming	
Declaration by Bidder	Download Sample
<input type="checkbox"/> I agree with E-Auction Terms and Conditions.	EMD Status : EMD Due Project Detail
Choose Option :	<input type="checkbox"/> want to pay multiple times
Pay Amount :	<input type="checkbox"/> Online <input type="checkbox"/> Online <input type="checkbox"/> Through ICICI NEFT/RTGS/IMPS with Validation

Fig 3.3: Auction Payment Detail

Before placing a bid, the user is required to pay the EMD. The EMD can be paid either online or through a generated Challan. If paying via Challan, print the Challan and visit the bank to deposit the EMD amount. The Virtual ID details are already printed on the Challan copy, which is valid for one-time payment only.

To pay online, click on the **"Pay Now"** button, and the following disclaimer will be displayed to the user.

Participation Details

EMD

Participation Fee

Bid Start Rate (Rs./Sqm)

Min. Bid Increment (In Rs)

Payment Details

Bid Status : Upcoming

Declaration by Bidder

I agree with E-Auction Terms and Conditions.

Choose Option :

Pay Amount :

DISCLAIMER

You are being redirected to e-auction software developed by the third party i.e. RISL (RajCOMP Info Services Ltd.). Please acknowledge this disclaimer before proceeding further.

The information contained in this Bid Document or subsequently provided to Bidder(s), whether verbally or in documentary or any other form by or on behalf of the RAJASTHAN STATE INDUSTRIAL DEVELOPMENT AND INVESTMENT CORPORATION LTD., (RIICO Ltd.), hereinafter also referred as Corporation or any of its employees or advisors, is provided to Bidder(s) on the terms and conditions set out in this Bid Document and such other terms and conditions subject to which such information is provided.

This Bid Document is not an agreement and is neither an offer nor invitation by the Corporation to the prospective Bidders or any other person. The purpose of this Bid Document is to provide interested parties with information that may be useful to them in making their financial offers (Bids) pursuant to this Bid Document. This Bid Document includes statements, which reflect various assumptions and assessments arrived at by the Corporation in relation to the Plots. Such assumptions, assessments and statements do not purport to contain all the information that each Bidder may require. This Bid Document may not be appropriate for all persons, and it is not possible for the Corporation, its employees or advisors to consider the investment objectives, financial situation and particular needs of each party who reads or uses this Bid Document. The assumptions, assessments, statements and information contained in the Bid Document, may not be complete, accurate, adequate or correct. Each Bidder should, therefore, conduct its own surveys, investigations and design, analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, statements and information contained in this Bid Document and obtain independent advice from appropriate sources.

Cancel
I Agree

Fig 3.4: Disclaimer

If the user is sure about submitting the EMD, they should click on the **"I Agree" button**. The user will then be directed to the payment gateway, as shown in the image below.

Fig 3.5: Payment gateway

After successful payment, a payment receipt will be generated as shown in the image below.

Online Payment Summary	
Transaction Number	314012656579
Transaction Date	10-Feb-2025 12:18
Payment Details	EMD Received against Application Number - LSA/DA/20242025/923
Transaction Amount (Rs.)	251120.00
Transaction Reference Number	314012656579
Bank Reference Number	bs6e59a9818ae3
Transaction Status	Success

Fig 3.6: Payment receipt

Once the EMD is paid, user can start bidding in the auction for the concerned plot.

S.No	Plot	Details	EMD Starts	EMD Ends	Bid Starts	Bid Ends	Current Status	Action
Unit : Ajmer			Industrial Area : Ajaymeru, Palra					
1	A-77 (Industrial)	Size:1000.00 Sqm , EMD : Rs.2,50,000.00 , Bid Start Rate:5000.00 /Sqm	10-Feb-2025 11:55 AM	15-Feb-2025 11:55 AM	10-Feb-2025 11:55 AM	15-Feb-2025 11:55 AM	Live	EMD Paid - Bid Now View Application Documents
2	C-74 (Industrial)	Size:1500.00 Sqm , EMD : Rs.3,75,000.00 , Bid Start Rate:5000.00 /Sqm	10-Feb-2025 11:55 AM	15-Feb-2025 11:55 AM	10-Feb-2025 11:55 AM	15-Feb-2025 11:55 AM	Live	Participate Now Documents
3	C-96 (Industrial)	Size:1000.00 Sqm , EMD : Rs.2,50,000.00 , Bid Start Rate:5000.00 /Sqm	10-Feb-2025 11:55 AM	15-Feb-2025 11:55 AM	10-Feb-2025 11:55 AM	15-Feb-2025 11:55 AM	Live	Participate Now Documents
4	Q-88 (Industrial)	Size:1500.00 Sqm , EMD : Rs.3,75,000.00 , Bid Start Rate:5000.00 /Sqm	10-Feb-2025 11:55 AM	15-Feb-2025 11:55 AM	10-Feb-2025 11:55 AM	15-Feb-2025 11:55 AM	Live	Participate Now Documents
Unit : Balotra			Industrial Area : Balotra Ph I					

Fig 3.7: EMD paid-bid now

After the EMD is paid, the user can participate in the bidding. However, they must open their application under **'My Auction'** and ensure that 'EMD Verified' is displayed there. On the day of the bidding, 'Bid Now' will appear in its place.

Simply click on the 'Bid Now' button. Following form of "Change Bid Rate" will be displayed to the user. The application details are provided in the form which includes the auction property, its area, bid closing time, server time, your last bid and the current bid. Also, the time left for bidding is displayed in the form as shown in the image below.

Enter an amount as your new bid in the field provided for the same. Note that, the new bid cannot be less than the minimum bid increment set by the auctioneer. **Save the form.**

Redirect to Login Option
Gaur

Property A-77, Property Number: 2025/923] Back to

Time: 10-Feb-2025 12:00 AM Ends: 15-Feb-2025 11:55 AM

Bid (In Rs/Sqm): 0.00 Your

Change Bid Rate ✕

Application Detail

Auction Property: A-77, Ajaymeru, Palra, Ajmer

Area: 1000.00 Sqm

Bid Closing Time: 15-Feb-2025 11:55 AM Server Time: 10-Feb-2025 12:25 PM

Your Last Bid (In Rs/Sqm): 0.00 Current Bid (In Rs/Sqm): 5,000.00

Time Left: 4 Days; 23 Hr.; 29 Min.; 46 Sec.

Insert your new Bid (In Rs/Sqm)

Five Thousand Ten Rupees Only

New Bid Amount based on your Bid Rate

Fifty Lakh Ten Thousand Rupees Only

Save Cancel

E-Auction Help Desk - 0141-4593250, 4593237

Fig 3.8: Change bid rate

Current bid of the user will be updated.

Check the check box as shown in the image above. **Save the form.** The record will be updated.

Once the bid time is over, the status of the concerned record will change to **“Bid Closed”**. Also the highest bid will be shown in the list.

S.No	Plot	Details	EMD Starts	EMD Ends	Bid Starts	Bid Ends	Current Status	Action
Unit : Ajmer			Industrial Area : Ajaymeru, Palra					
1	A-77 (Industrial)	Size:1000.00 Sqm , EMD : Rs.2,50,000.00, Bid Start Rate:5000.00 /Sqm	10-Feb-2025 11:55 AM	10-Feb-2025 11:55 AM	10-Feb-2025 11:55 AM	10-Feb-2025 12:25 PM	Bid Closed (Highest Bid Rs 5,010.00/Sqm)	View Application Documents v
2	C-74 (Industrial)	Size:1500.00 Sqm , EMD : Rs.3,75,000.00, Bid Start Rate:5000.00 /Sqm	10-Feb-2025 11:55 AM	15-Feb-2025 11:55 AM	10-Feb-2025 11:55 AM	15-Feb-2025 11:55 AM	Live	Participate Now Documents v
3	C-96 (Industrial)	Size:1000.00 Sqm , EMD : Rs.2,50,000.00, Bid Start Rate:5000.00 /Sqm	10-Feb-2025 11:55 AM	15-Feb-2025 11:55 AM	10-Feb-2025 11:55 AM	15-Feb-2025 11:55 AM	Live	Participate Now Documents v
4	Q-88 (Industrial)	Size:1500.00 Sqm , EMD : Rs.3,75,000.00, Bid Start Rate:5000.00 /Sqm	10-Feb-2025 11:55 AM	15-Feb-2025 11:55 AM	10-Feb-2025 11:55 AM	15-Feb-2025 11:55 AM	Live	Participate Now Documents v
Unit : Balotra			Industrial Area : Balotra Ph I					

Fig 3.9: Bid closed

User can view the application for all the auctions in which the logged in user has participated, Click on the link highlighted in the above image to view the application. User will be directed to the following interface.

Plot Detail

Area: 1000.00 Sqm | Plot Type: Industrial | Category: []

EMD & Participation Details

EMD: 2,50,000.00 | EMD Start Date: 10-Feb-2025 11:55 AM | EMD End Date: 10-Feb-2025 11:55 AM

Participation Fee: 1,000.00 | Participation Fee Tax/GST: 120.00 | Total (EMD + Participation Fees + Tax/GST): 2,51,120.00

Bid Detail

Bid Start Rate (Rs./Sqm): 5,000.00 | Bid Start Date & Time: 10-Feb-2025 11:55 AM | Bid End Date & Time: 10-Feb-2025 12:25 PM

Min. Bid Increment (In Rs): 10.00

Payment Details

S.No	Request Date	Virtual Account number	Amount	Action
1	10-Feb-2025 12:18 PM		2,51,120.00	

Status

Bid Status : Closed [Bid Closed at Rs. 5,010.00/Sqm Your Last Bid Rs. 5,010.00/Sqm; Your Rank: 1]

Declaration by Bidder: [] | EMD Status : Verified

E-Auction Help Desk - 0141-4593250, 4593237

Fig 3.10: View application

The application includes the plot details, EMD & participation details, bid details and the final status

of the auction. It mentions the amount at which the bid is closed and applicant's last bid. Applicant's rank in the bid is also mentioned.

4 Bidding on Multiple plots

To place bids on multiple plots simultaneously using your SSO ID, open each application in a separate tab of the same browser for each plot you wish to bid on. **Be cautious—if you open your SSO ID in a different browser or on another desktop/laptop, the previous session will log out, and you won't be able to bid.**

The screenshot shows the RIICO Portal E-Auction interface. The user is logged in as RITU MATHUR. The page displays a table of land auction plots. The table has the following columns: S.No, Plot, Details, EMD Starts, EMD Ends, Bid Starts, Bid Ends, and Current Status. The data is organized into units: Balotra and Jaipur (Rural). A context menu is open over the table, showing options like 'Open Link in New Tab', 'Open Link in New Window', 'Open Link in New Private Window', 'Bookmark Link...', 'Save Link As...', 'Save Link to Pocket', 'Copy Link', 'Copy Clean Link (U)', 'Search Google for "EMD Paid - Bid ..."', 'Translate Link Text to English', 'Inspect Accessibility Properties', and 'Inspect (Q)'. Below the table, there is a footer with the text 'E-Auction Help Desk - 0141-4593250, 4593237'.

S.No	Plot	Details	EMD Starts	EMD Ends	Bid Starts	Bid Ends	Current Status
Unit : Balotra Industrial Area : Balotra Ph I							
1	BA-01 (Commercial)	Size:700.00 Sqm , EMD : Rs.25,500.00, Bid Start Rate:2400.00 /Sqm	03-Feb-2025 10:00 AM	20-Feb-2025 10:00 AM	04-Feb-2025 10:00 AM	20-Feb-2025 10:00 AM	Live
Unit : Jaipur (Rural) Industrial Area : Bagru Chhitroli (UD)							
1	A -3 (Industrial)	Size:700.00 Sqm , EMD : Rs.52,500.00, Bid Start Rate:1500.00 /Sqm	30-Jan-2025 05:45 PM	06-Feb-2025 07:45 PM	07-Feb-2025 10:00 AM	07-Feb-2025 05:00 PM	Live
2	A -9 (Industrial)	Size:500.00 Sqm , EMD : Rs.37,500.00, Bid Start Rate:1500.00 /Sqm	05-Feb-2025 01:55 PM	06-Feb-2025 01:55 PM	07-Feb-2025 10:00 AM	07-Feb-2025 05:00 PM	Live

E-Auction Help Desk - 0141-4593250, 4593237

For further details, contact:-



Rajasthan State Industrial Development & Investment Corporation Ltd.

Udyog Bhawan, Tilak Marg, Jaipur (Rajasthan) 302 005
Phone : 0141-2227751, 4593201

e-Auction Helpline no. 0141-4593250/4593237

E-Mail: riico@riico.co.in , Website: www.riico.co.in, riico.rajasthan.gov.in

