



## SILIGURI TEA AUCTION COMMITTEE

MALLAGURI  
P.O. - PRADHAN NAGAR  
SILIGURI - 734003  
10<sup>th</sup> September, 2016

Circular No. 170/146/2016/BR

To : All Broker Members  
All Buyer Members

**Sub: PAN India Post Auction Module and Payment Manual**

Dear Sir,

We are forwarding some important points of PAN India Post Auction release and the Settlement Process (payment manual) released by the Bank of India effective from Sale No.37 for your information.

**Important points of Post Auction Module**

1. Auto-update facility will be available to the buyers only. The Auctioneers will have to un install the existing application and install the new application.
2. Buyers My Catalog and My planner data will not be retained.
3. The respective TAO's will have to verify the charges for their centers and ensure it is correct.
4. The Buyers will have to enter their cumulative buying brokerage in the buying brokerage screen under the Miscellaneous header in their respective logins (applicable only for north enters).
5. The Auctioneers will have to enter the last tax invoice serial no. for their last tax invoice in Sale No.36 in the screen under the Miscellaneous header in their respective logins.
6. The Updated User Manuals will be downloaded from [www.teaauction.gov.in](http://www.teaauction.gov.in) website.
7. TAO's has the facility to cancel deal.
8. Facility for the Buyer to view payments data auction date wise.
9. View Contact notes and make payment from the Buyer end.
10. Select payment option (Net banking or RTGS/NEFT).
11. Print Challan.
12. View & download digitally signed Delivery Orders.

**Please find attachment Pan India Post e.auction payment manual**

Thanking you,

Yours faithfully,

  
Secretary

Encl.: Payment Manual

Cc to: 1. Governing Body Members, 2. Sales Advisory Body Members  
3. Siliguri Tea Traders Association 4. Tea Auction Buyers Association of Siliguri