<u>Instructions to be followed after obtaining Digital Signature Certificate</u>

If the DSC is taken via Irrigation IT Cell:

1. The DSC user will be registered in the e Tendering system by the IT Cell, before handing over the token to the user.
2. Download the required DSC driver certificate from the site http://chessygroup.co.in/ and install.
3. If the installation is successful, ensure that the same can be viewable in the program list (Check the installed programs in Control panel).
4. Check your e Mail ID (correspondence mail ID as given during applying).
5. There will be a verification link forwarded by the NIC mail…..follow the instructions as given in the mail.
6. Download and install the required Java version, PDF Creator etc. as suggested in the e Tendering website(https://etenders.kerala.gov.in).

If the DSC is taken via outside agency

1. Mail the following details itcellirrigation@gmail.com
   a. Name
   b. designation
   c. Date of Birth
   d. Correspondence Mail ID (as given during applying for taken).
   e. Mobile Number (as given during applying for taken).
   f. Office Address
   g. Residential Address
2. The user will be registered in the e Tendering system by the IT Cell
3. Download the required DSC driver certificate from the site http://chessygroup.co.in/ and install in the system.
4. If the installation is successful ensure that the same can be viewable in the program list (Check the installed programs in Control panel).
5. Check your e Mail ID (correspondence mail ID as given during applying).
6. There will be a verification link forwarded by the NIC mail…..follow the instructions as given in the mail.
7. Download and install the required Java version, PDF Creator etc. as suggested in the E Tendering website (https://etenders.kerala.gov.in).