



PRANIT Portal - Password Reset Manual

(Portal Link: <https://etender.powergrid.in>)

Version History

Version No.	Release Date	Remarks
Version 1.0	06.03.2024	

Table of Contents

1	Pre-requisite	1
1.1	User ID/Login ID	1
1.2	Email ID	1
1.3	Mobile Number.....	1
2	Password reset.....	1
2.1	Password reset using Security question/answer.....	2
2.2	Password reset using One Time Password	4
2.3	Logon using Reset Password received on e-mail.....	7

1 Pre-requisite

1.1 User ID/Login ID

User must have valid Login ID at PRANIT Portal.

1.2 Email ID

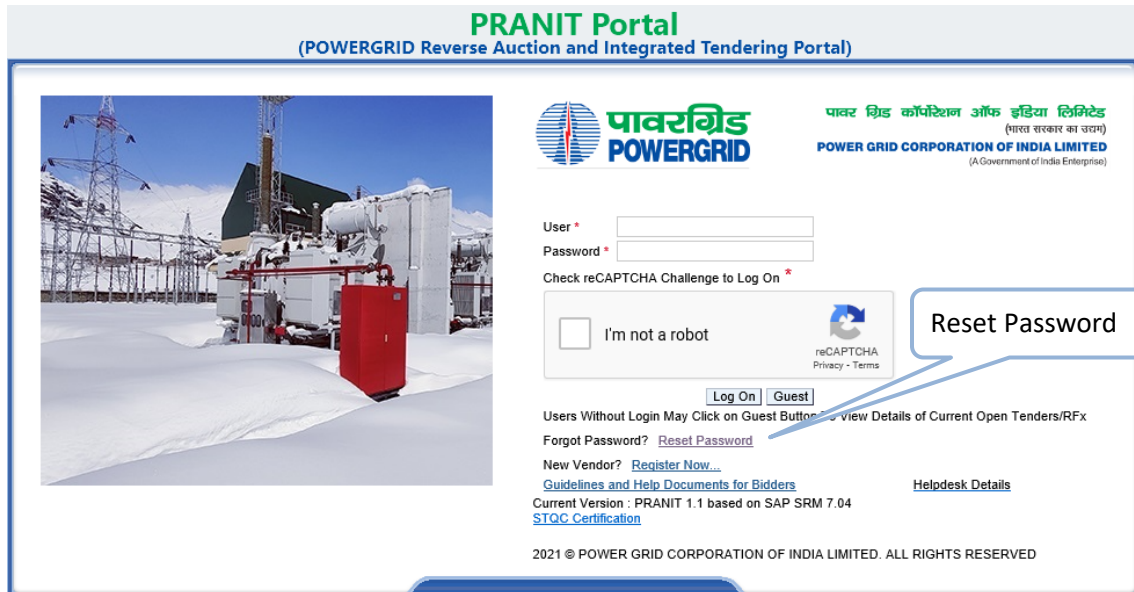
User must have valid email ID mapped to their login id at PRANIT Portal. This is generally the email id provided by the user at the time of login id creation. User can either update email himself via Personalize link available after login to portal or request POWERGRID Rfx owner / coordinator for change/update in email mapped to their login.

1.3 Mobile Number

User must have valid mobile number mapped to their login id at PRANIT Portal. This is generally the mobile number provided by the user at the time of login id creation. User can either update mobile number himself via Personalize link available after login to portal or request POWERGRID Rfx owner / coordinator for change/update in mobile number mapped to their login.

2 Password reset

Open PRANIT portal <https://etender.powergrid.in> . Click on Reset Password link.



After clicking on Reset Password link, following screen will appear.

Password Reset Utility	
1.	Reset Password using Security Question/Answer Click Here
2.	Reset Password using One Time Password Click Here

User may reset PRANIT Portal password via following utilities:

1. Reset Password Using Security Question/Answer (Refer 2.1 for detailed steps)
2. Reset Password using One Time Password (Refer 2.2 for detailed steps)

2.1 Password reset using Security question/answer

2.1.1 Click on Reset Password using security question/answer link.

Password Reset Utility	
Link for Reset Password using security question/answer	
1. Reset Password using Security Question/Answer	Click Here
2. Reset Password using One Time Password	Click Here

2.1.2 At the “Logon Help” screen provide Logon ID and mapped E-Mail ID .

Logon Help

➔ Personal information ➔ Security question ➔ Confirmation ➔

Having trouble logging in?

Provide the following information to receive a new password

Logon ID:*

E-Mail:*

[Submit](#) [Cancel](#)

Enter Logon ID

Enter E-mail ID

2.1.3 Click on Submit Button after filling Logon ID and E-Mail.

Logon Help

➔ Personal information ➔ Security question ➔ Confirmation ➔

Having trouble logging in?

Provide the following information to receive a new password

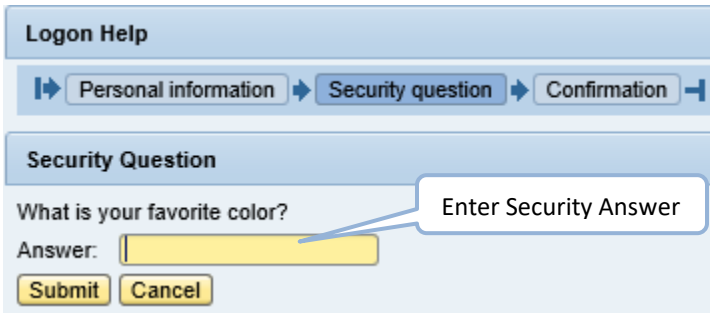
Logon ID:*

E-Mail:*

[Submit](#) [Cancel](#)

Click Submit Button

2.1.4 On the next screen provide answer to your set Security Question. Make sure to enter the correct answer that you have saved earlier while setting Security Question and Answer under Personalize Link.



Logon Help

Personal information → Security question → Confirmation

Security Question

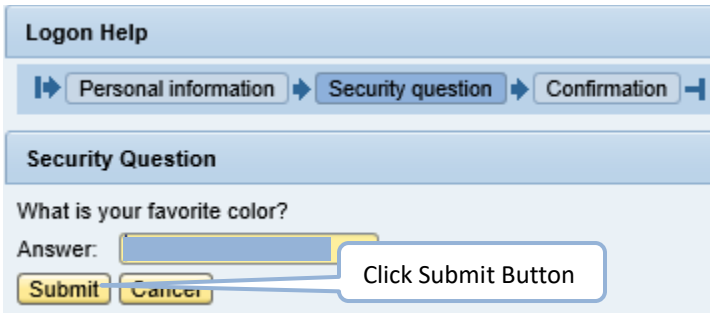
What is your favorite color?

Answer:

Submit Cancel

Enter Security Answer

2.1.5 Click on Submit Button after providing Security Answer on Security Question Screen.



Logon Help

Personal information → Security question → Confirmation

Security Question

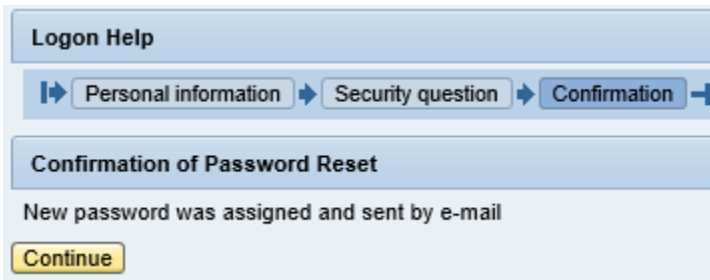
What is your favorite color?

Answer:

Submit Cancel

Click Submit Button

2.1.6 New screen will appear with message, "New password was assigned and sent by e-mail". After sometime new password shall be delivered to the email mapped to login.



Logon Help

Personal information → Security question → Confirmation

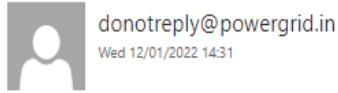
Confirmation of Password Reset

New password was assigned and sent by e-mail

Continue

2.1.7 User will receive an e-mail containing new password at email id mapped to login id. Kindly check junk/spam folders incase e-mail is not received in Inbox.

Password reset



To: [Redacted]

Dear [Redacted]

Your password has been reset.
Your new password is 15M%MulzYf3YD

2.2 Password reset using One Time Password

2.2.1 Click on Reset Password using One Time Password link.

Password Reset Utility	
1.	Reset Password using Security Question/Answer Click Here
2.	Reset Password using One Time Password Click Here

Link for Reset Password using OTP

2.2.2 “Logon Help” screen will appear. Provide Login ID and select medium to send OTP from options Mobile Number, Email Id or both

Logon Help

➔ Personal Information ➔ One Time Password ➔ Confirmation ⇐

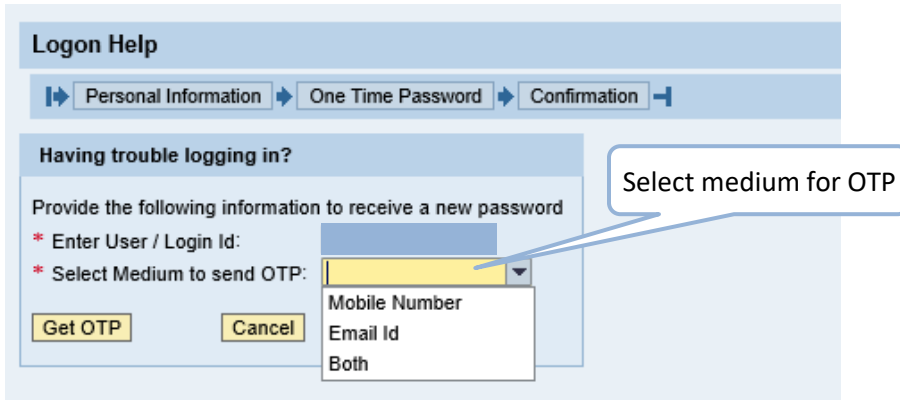
Having trouble logging in?

Provide the following information to receive a new password

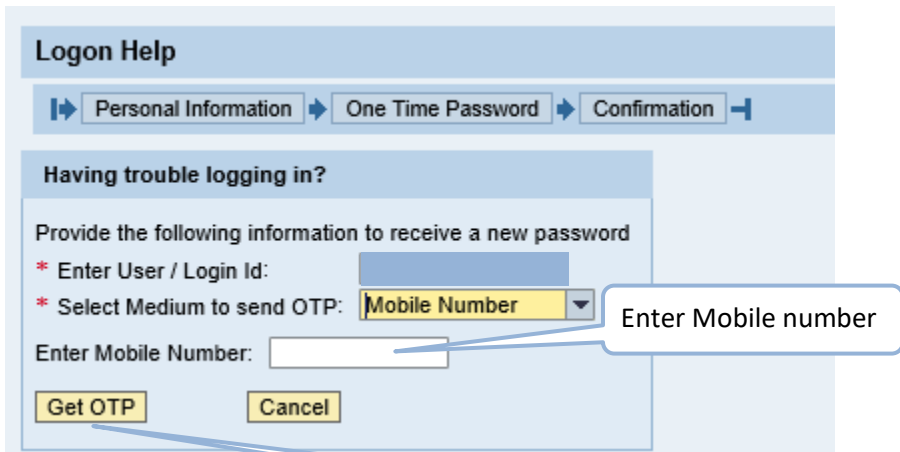
* Enter User / Login Id: Enter Login ID

* Select Medium to send OTP:

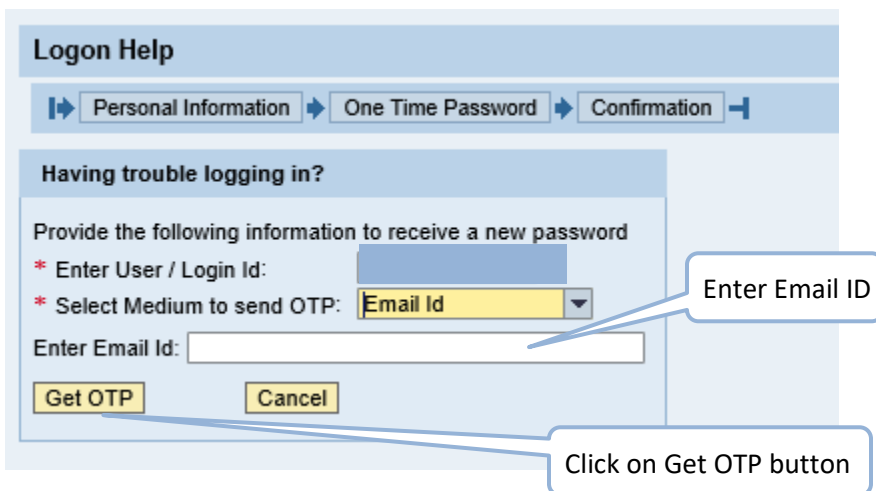
[Get OTP](#) [Cancel](#)



2.2.3 Depending on the medium of OTP selected, please enter either mobile number or email id or both and click on Get OTP Button.



Or



Or

Logon Help

Personal Information → One Time Password → Confirmation

Having trouble logging in?

Provide the following information to receive a new password

- * Enter User / Login Id:
- * Select Medium to send OTP: **Both**
- Enter Mobile Number:
- Enter Email Id:

Get OTP **Cancel**

Enter Mobile number

Enter Email ID

Click on Get OTP button

2.2.4 Enter OTP as received on Mobile or Email. Click on verify OTP button.

Logon Help

Personal Information → One Time Password → Confirmation

One Time Password

Please enter one time password received at your contact details

- * Enter OTP:

Verify OTP **Cancel**

Enter OTP

Click on Verify button

2.2.5 New screen with message, “New password was assigned and sent by email” shall appear. After sometime new password shall be delivered to the email mapped to login.

Logon Help

Personal Information → One Time Password → Confirmation

Confirmation of Password Reset

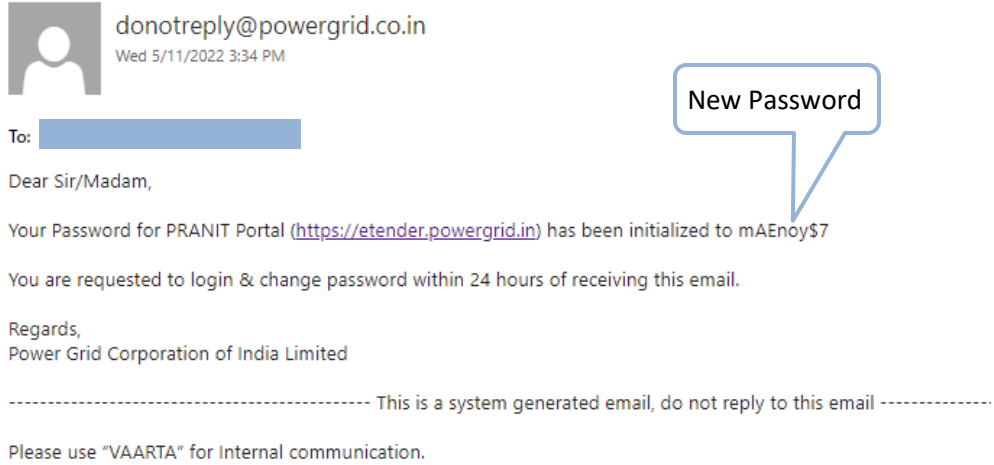
New password was assigned and sent by e-mail

Continue

Click Continue Button

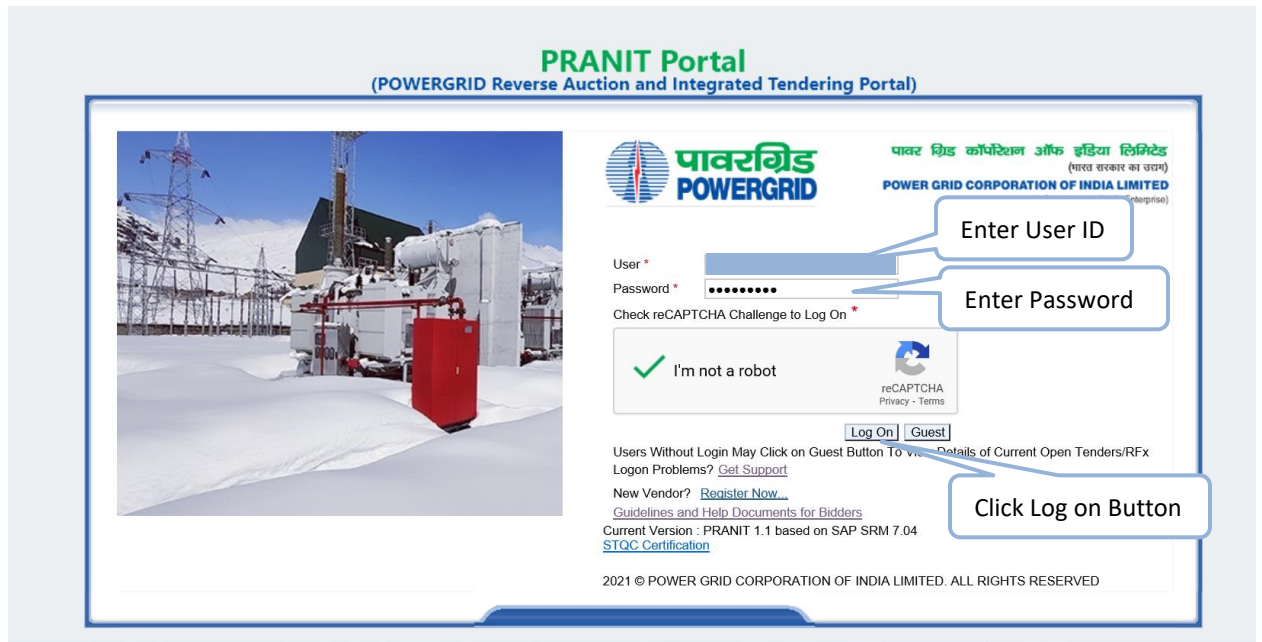
2.2.6 User will receive an e-mail containing new password at email id mapped to login id. Kindly check junk/spam folders incase e-mail is not received in Inbox.

PRANIT Portal - Password Initialize



2.3 Logon using Reset Password received on e-mail

2.3.1 At logon screen enter your User/Login ID and new Password received on e-mail ID mapped to your login id. Click on Logon button after filling the values.



2.3.2 User shall be redirected to new screen wherein enter the same password as received on email in field “Old Password”.

पावरग्रिड
POWERGRID

पावर ग्रिड कॉर्पोरेशन ऑफ इंडिया लिमिटेड
(भारत सरकार का उद्योग)
POWER GRID CORPORATION OF INDIA LIMITED
(A Government of India Enterprise)

Change Password

Old Password *

New Password *

Confirm Password *

Check reCAPTCHA Challenge to Log On *

I'm not a robot

[Change](#) [Cancel](#)

While setting the new password, please ensure that following criteria are fulfilled:

- New Password should include at least 1 letter(lowercase a-z)
- New Password should include at least 1 digit(0-9)
- New Password should include at least 1 special character
- Minimum Password Length should be 8
- New password must be different from the previous one password

Current Version : PRANIT 1.0 based on SAP SRM 7.02
[STQC Certification](#)

2021 © POWER GRID CORPORATION OF INDIA LIMITED. ALL RIGHTS RESERVED

2.3.3 Set a new Password for your User ID.

पावरग्रिड
POWERGRID

पावर ग्रिड कॉर्पोरेशन ऑफ इंडिया लिमिटेड
(भारत सरकार का उद्योग)
POWER GRID CORPORATION OF INDIA LIMITED
(A Government of India Enterprise)

Change Password

Old Password *

New Password *

Confirm Password *

Check reCAPTCHA Challenge to Log On *

I'm not a robot

[Change](#) [Cancel](#)

While setting the new password, please ensure that following criteria are fulfilled:

- New Password should include at least 1 letter(lowercase a-z)
- New Password should include at least 1 digit(0-9)
- New Password should include at least 1 special character
- Minimum Password Length should be 8
- New password must be different from the previous one password

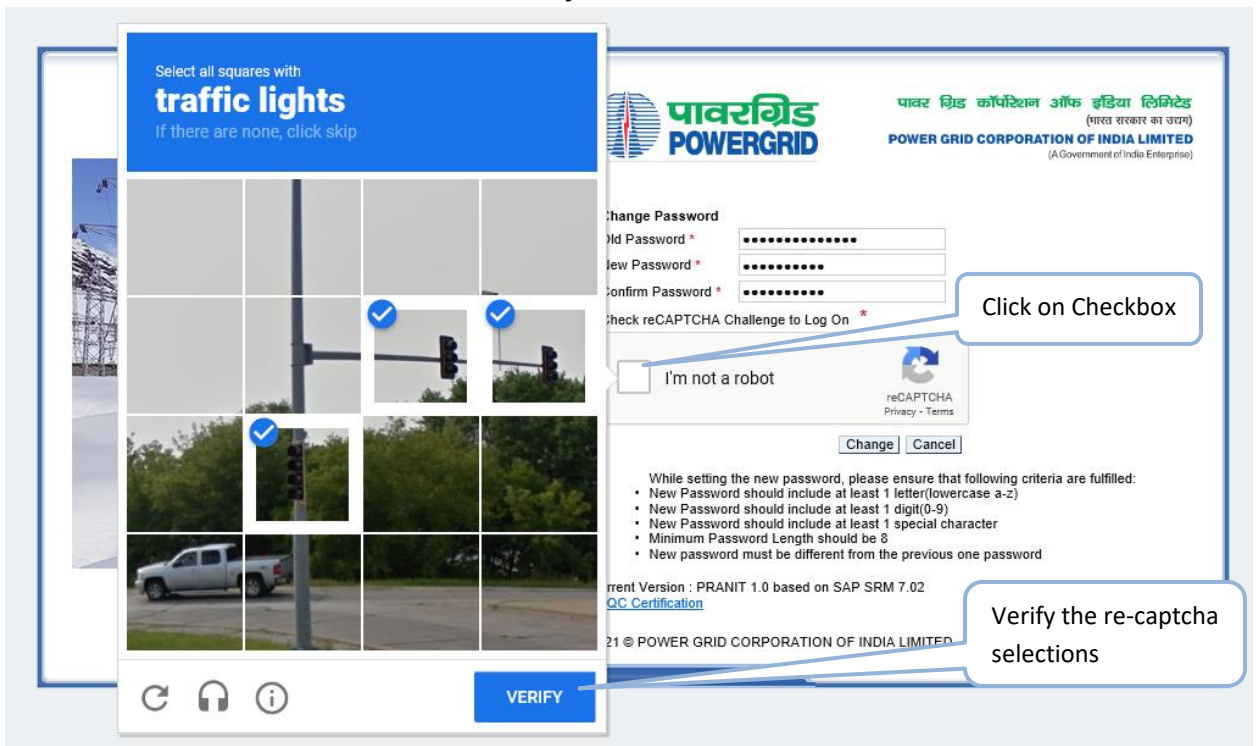
Current Version : PRANIT 1.0 based on SAP SRM 7.02
[STQC Certification](#)

2021 © POWER GRID CORPORATION OF INDIA LIMITED. ALL RIGHTS RESERVED

2.3.4 Re-enter the new password in the “Confirm Password” field.



2.3.5 Click on Checkbox “I m not a robot”. Select the images as per the requirement mentioned on it and Click on Verify Button.



2.3.6 Click on Change Button. Your Password shall be reset successfully.

पावरग्रिड
POWERGRID

पावर ग्रिड कॉर्पोरेशन ऑफ इंडिया लिमिटेड
(भारत सरकार का उद्यम)
POWER GRID CORPORATION OF INDIA LIMITED
(A Government of India Enterprise)

Change Password

Old Password *

New Password *

Confirm Password *

Check reCAPTCHA Challenge to Log On *

I'm not a robot

reCAPTCHA
Privacy - Terms

While setting the new password, please ensure that following criteria are fulfilled:

- New Password should include at least 1 letter(lowercase a-z)
- New Password should include at least 1 digit(0-9)
- New Password should include at least 1 special character
- Minimum Password Length should be 8
- New password must be different from the previous one password

Current Version : PRANIT 1.0 based on SAP SRM 7.02
[STQC Certification](#)

2021 © POWER GRID CORPORATION OF INDIA LIMITED. ALL RIGHTS RESERVED

Note: In case of any issues or further help, please get in touch with e-tendering helpdesk team at the phone number mentioned at the link https://etender.powergrid.in/new_logon2/User_Help_Menu.html or contact the Concerned RFx Owner/coordinator.