



Ministry of Micro, Small and Medium Enterprises,  
Government of India

**MSME**  
MICRO, SMALL & MEDIUM ENTERPRISES  
सूक्ष्म, लघु एवं मध्यम उद्यम



ISO 9001 : 2008  
ISO: 14001:2004

## **MSME TECHNOLOGY DEVELOPMENT CENTRE (CDGI)**

**MINISTRY OF MICRO, SMALL & MEDIUM ENTERPRISES, GOVT. OF INDIA**

- A1/1, Industrial Area, Jalesar Road, Firozabad 283203, Uttar Pradesh
- [www.cdgiindia.net](http://www.cdgiindia.net)

## **BRIEF DESCRIPTION OF TRAINING PROGRAMME**

**GEM REGISTRATION E-MARKETPLACE & E-TENDER**

**GOVERNMENT E-TENDERING**

**LIVE INTERACTIVE SESSION**

**About Programme:** GeM portal (Government e-Marketplace) is an online portal launched by the government through which Government issues tenders for various day to day needs of different government organizations, public sector undertakings and departments. The main aim of introducing the GeM portal is to enhance transparency, efficiency, speed in public procurement as well as employment. By registering through this portal, the seller as well as buyer can buy or sell their products to the government. The main objective of the GeM is to ensure transparency and effectiveness.

**Who Should Attend:** GEM registration helps to authorize the manufacturer, small dealers and service providers to enter the wide and interactive online platform, where they can directly sell their products & services to various buyers from the government departments, organizations and PSUs. It enables the authorized governments to buy the goods and services directly from the private traders and manufacturers instantly and hassle-free. GeM is a portal where the buyers and sellers can register their products either through direct purchase or auction

**Topics to be covered:**

S.No.	Topic
1.	Introduction of Government e-Marketplace
2.	Product upload
3.	E-tendering
4.	Supply
5.	E-procurement
6.	<b>Start your business with Government e-Marketplace</b>
7.	Payment process
8.	Practical session How to upload your product on GeM Portal
9.	Government e-Tender
10.	Business Opportunity in GeM
11.	Government Contracts
12.	New Added Features on GEM Version 4.0
13.	Dashboard Management Activities for Product & Services
14.	Catalogue Management Activities for Product & Services
15.	Miscellaneous Provisions for Buyers and Sellers
16.	Provision for Make in India Policy for GeM
17.	E-procurement
18	Custom Bid/Catalogue Based Bid

## **GeM Advantages**

- **Government e-marketplace (GeM) is the Public Procurement Portal for procurement of goods and services for all Central Government and State Government Ministries, Departments, Public Sector Units (PSUs) and affiliated. GeM endeavors to make public procurement process transparent, efficient and inclusive. Following are the advantages of GeM It acts as a**

**centralized and unified public procurement platform for government buyer organizations and suppliers of goods and services, accompanied by:**

- **Policy reforms for current processes of the public procurement ecosystem**
- **Driving Inclusiveness and Ease of Doing Business (EoDB) with the government (especially for smaller organizations such as MSMEs)**
- **Standardization of processes backed by the regulatory framework**
- **A fully automated system enabled through advanced technologies**
- **Start your business with Government e-Marketplace**

### **Benefits of Gem Registration.**

- Displays multiple products for each distinct area of products plus services and offers transparency.
- Comparison of prices and market trends among various vendors.
- Simple to use interface for searching, choosing, comparing, and purchasing.
- A simple dashboard for tracking payments and purchases
- With services, several consignees may be chosen.
- Somewhere at the time of bill production, the purchasers may apply further deductions.
- offering a simple return policy

### **Why buy on GeM?**

- Provide transparency and ease of buying
- Offers rich listing of products for individual category of goods/services
- Direct purchase for amounts upto INR 25000
- L1 purchase for amounts greater than INR 25000 and less than INR 5 Lakhs
- Proprietary Article Certificate Bid- Procurement of specific product as per requirement

- Price Trends and Price Comparison From Multiple Suppliers
- Direct notifications to sellers
- Integrated Payment System
- Easy to comprehend interface to search, compare, select and buy
- User friendly dashboard for monitoring supplies and payments
- Online grievance redressal mechanism for quick resolution
- Direct purchase, L1, Push button procurement, Bid/RA mode of procurement and forward auction for auction.

GeM has enriched listing of approximately 10000 products categories and 290 services categories wherein millions of sellers have offered their catalogue.

- Buyers can now select bid duration between 3 & 45 days.
  - Delivery period upto 365 days and upto 6 years with approval.
  - Option to provide multiple consignee locations and quantity
  - Multiple consignee can be selected for Services
  - Pin-code based seller selection for Direct Purchase Mode
  - ATC library available for addition of terms and conditions
  - Additional Deductions can be applied by buyers at the time of bill generation
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- Notification to buyers regarding:
    - expiry of DP (Delivery Period) for the contract
    - Initiation of cancellation of contract in case of non-delivery by sellers
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- Buyer during technical evaluation can make a MSE seller eligible or ineligible for MSE purchase preference.

- Now buyers get the option to cancel the Product contract(s) even if the invoice has been generated by seller provided 15 days have expired from delivery period.
  - 18 Banks have enabled GeM Pool Account
  - To improve fair participation in Bid / RA, GeM now ensures that at least 3 sellers have participated and offered products from at least 2 different OEMs. In case buyer wants to proceed with less than 3 Resellers or two OEMs/Brand, they have to upload approval from Competent Authority.
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**Date: 12 & 13 October 2024 (2 Days, 2 pm to 5 pm)**

Course Fee: Rs 3000/- (Study material in softcopy shall be provided)

**Please find below bank details**

**PAYMENT TO BE MADE ONLY IN MSME TECHNOLOGY DEVELOPMENT CENTRE CDGI ACCOUNT**

**Online (NEFT) Transfer to M/o MSME Technology Development Centre CDGI**

**Account Name: Centre for the Development of Glass Industry**

**Bank: Axis bank ltd**

**A/c No. 672010100020712**

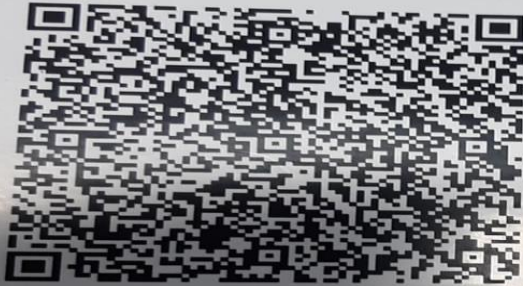
**IFSC Code: UTIB0000672**

**Pls send screenshot of payment details for seat confirmation**

**MSME TECHNOLOGY DEVELOPMENT CENTRE CDGI CODE FOR PAYMENT**

BHARATQR  
₹

scan here to pay



CENTRE FOR THE DEVELOPMEN

MID : 037212006720033    TID : 81573547  
ME Helpdesk: 18602332332 / 022-40426060



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AXIS BANK

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