



AN OVERVIEW

A DEPARTMENT OF COMMERCE INITIATIVE



GOVERNMENT E MARKETPLACE THE GENESIS

A one-stop online procurement portal for all Government Buyers including Central/State ministries, Departments, Bodies & PSUs. Launched on 9th August 2016. (<https://www.gem.gov.in/>).

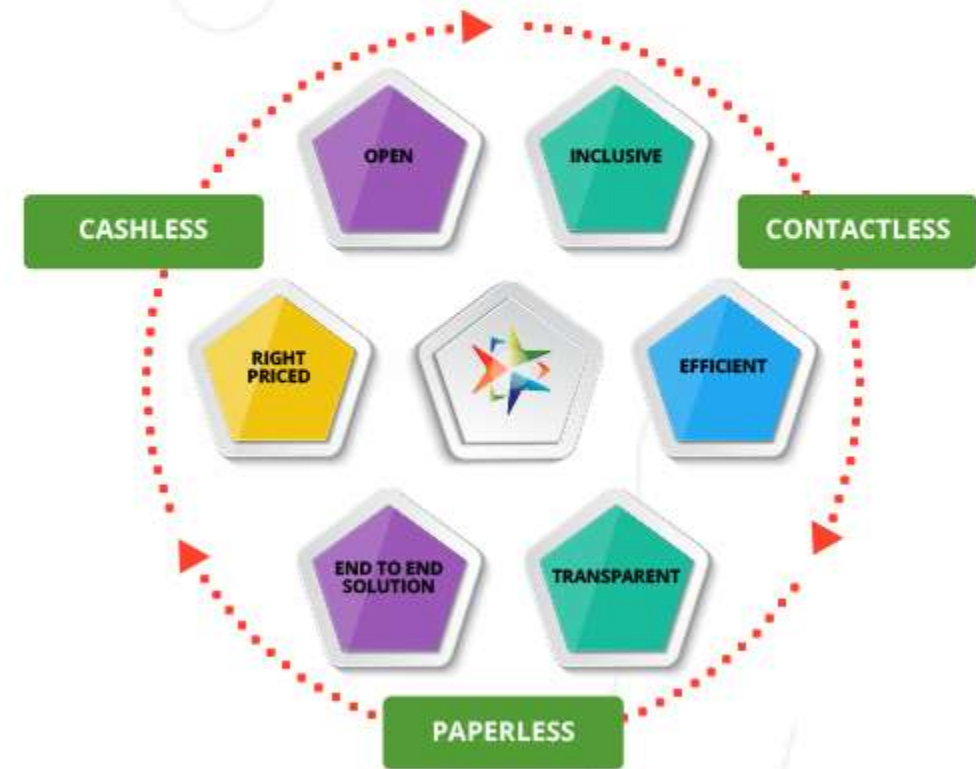
Rule 149 of GFR amended to "Procurement of Goods and Services by Ministries or Department will be mandatory for Goods or Services available on GeM"

GeM aims to enhance efficiency, transparency, inclusiveness in public procurement.

It provides the tools of e-Bidding, Reverse Auction and Direct Procurement to facilitate Government users achieve the best value for their money.



"The government is committed to curbing corruption. One of the key aspects of this objective is to minimize the Governments human transactional interface."



KEY STAKEHOLDERS OF GeM

Internal Stakeholders

Execution Engine

- * GeM SPV
- * MSP
- * PMU

Buyers

- * Central Govt
- * Central PSUs
- * State Govt.
- * State PSUs
- * Autonomous Bodies

Sellers

- * OEMs
- * MSE
- * Startup
- * Authorized Resellers
- * Service Providers

External Govt. Systems

- * UIDAI
- * GSTN
- * PFMS
- * MCA 21
- * PAN Database

Inspection Systems

- * CAG
- * CVC
- * CGDA
- * RTI

Partners

- * Banks
- * Rating Agencies
- * 3PL
- * Other Commercial Agencies

ESTABLISHED FOOTPRINT ACROSS INDIA



Efficient • Transparent • Inclusive



Partnered with Industry Associations & Other Institutes



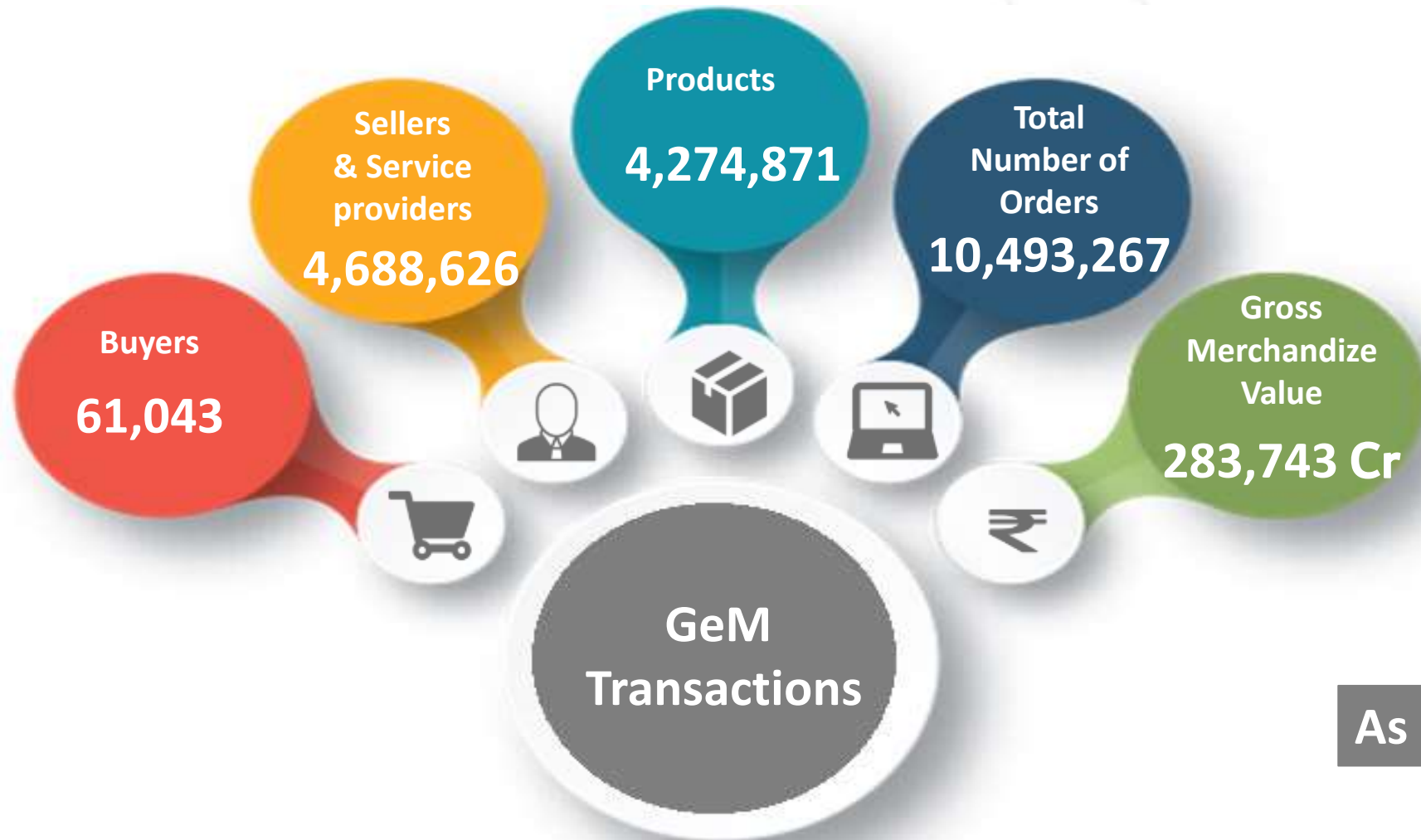
Confederation of Indian Industry



MoU with Financial Institutions/Banks:



KEY STATISTICS



As on 7th July 2022

KEY ADVANTAGES FOR BUYERS



End to End System
from Registration to Payment



EASE-OF-USE

Provides transparency
and ease of buying



Provides options for search,
compare, select and buy facility



Offers rich listing of products
for individual categories
of Goods/Services



Up-to date and user-friendly
dashboard for buying, monitoring
supplies and payments



Order Process redesigned
for ease of use



Option to provide multiple
consignee locations and quantity
after authentication



Bunching for products/services



Price Trend for Products

KEY ADVANTAGES FOR SELLERS



Direct access to all
Government departments



One-stop shop for bids/ reverse
auction on products/services



Dynamic pricing: Price can be
changed based on market conditions



Strong vendor rating system



New Product suggestion facility
available to Sellers



Seller friendly dashboard for
selling, and monitoring of
supplies and Payments,



News and Event Section
for Regular Updates



New on GeM – Shows list of
new product categories added

BUYER USER ROLES BASED ON SEGREGATION OF DUTIES



BUYER

Buyer & Consignee can be the same entity Makes purchases and draft BILLS



CONSIGNEE

Accepts & Rejects consignment. Also generates CRAC



PRIMARY USER

Scope of Primary User:

1. Register Organization.
2. Creation/Modification of Secondary Users.
3. Manage users and Deactivation.
4. Monitoring of Orders placed.



DDO

Processes bills and pushes bills to PFMS



PAO

Process bills for payment (Non PFMS Payment mode)



GeM – Primary, Secondary User Creation and Profile Updation by VLE

VLE needs to login on CSC website

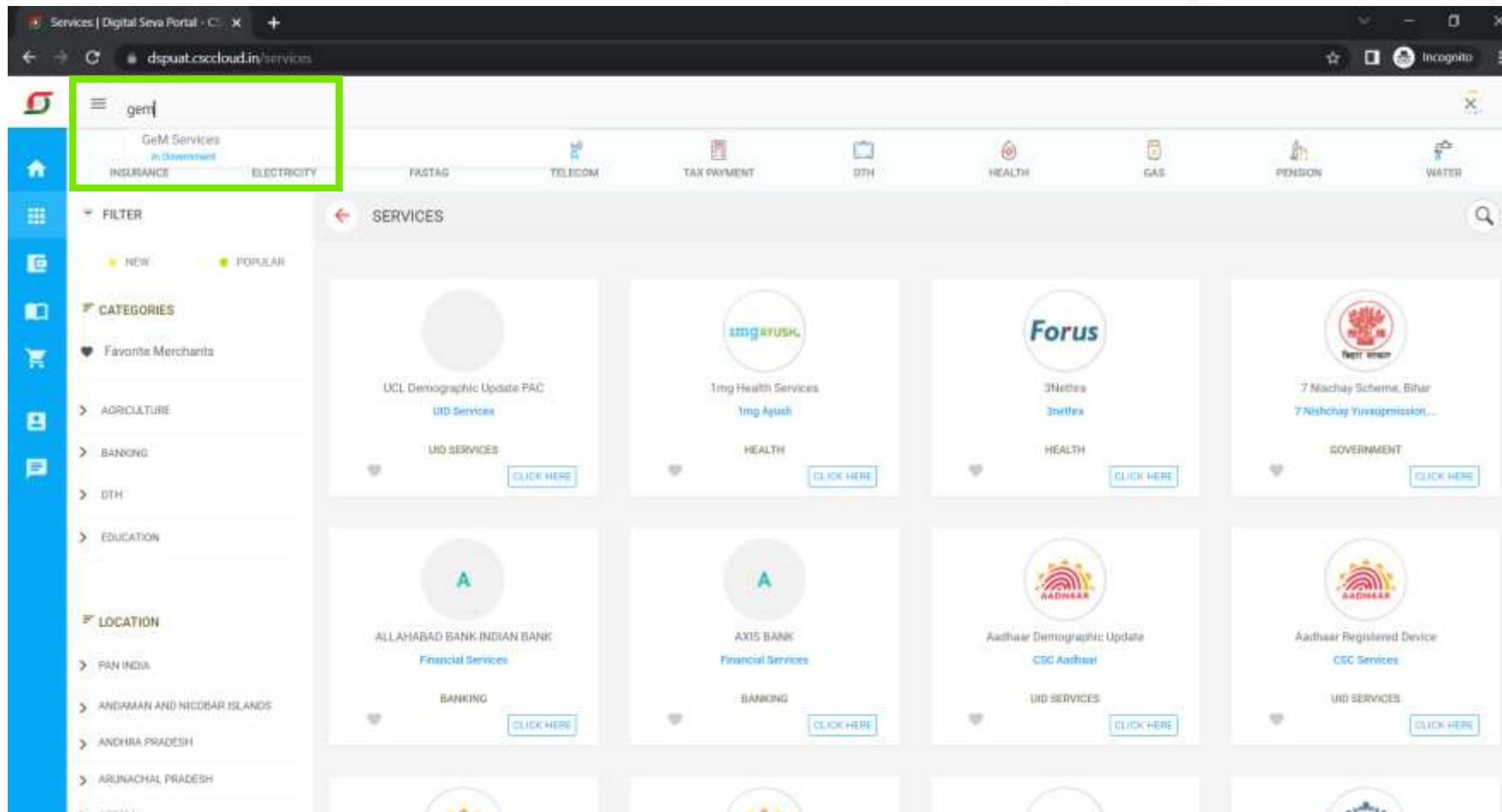
<https://dspuat.csccloud.in/>



Efficient • Transparent • Inclusive

A screenshot of a web browser showing the login page for Digital Seva Connect. The browser's address bar displays the URL: connectuat.csccloud.in/account/authorize?response_type=code&client_id=011ca686-5a31-46b8-bb51-d9834ba9rav5&redirect_uri=https%3A%2F%2Fdspuat.csccloud.in%2Fauth%2Fcallback... The page header includes the "DIGITAL SEVA CONNECT" logo on the left and the "Digital India" and "CSC" logos on the right. The main content area has a light blue background. On the left, there is a login form with two input fields: "Username or Email" and "Password". Below these fields is a "Remember me" checkbox and a green "SIGN IN" button. A "Forgot password" link is located below the "Remember me" checkbox. On the right, the text reads "Welcome to Digital Seva Connect" followed by "Gateway to CSC Network" and a paragraph describing the system. The footer contains contact information: "care[at]csc[dot]gov[dot]in", "1800 121 3468", and "Digitalseva", along with "Terms & Conditions", "Privacy Policy", and "Copyright © 2022 CSC e-Governance Services India Limited. All rights reserved."

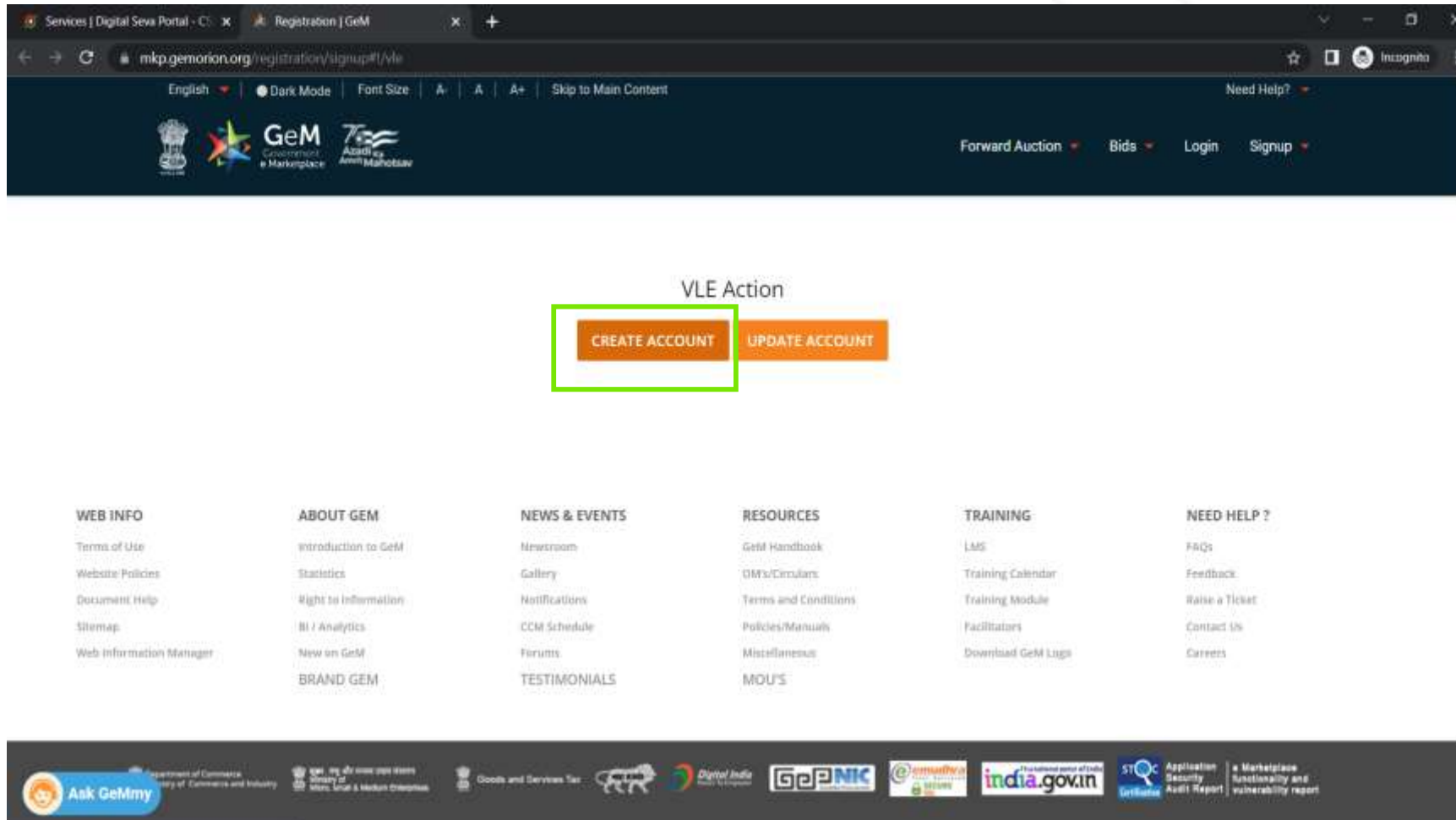
Post login, VLE needs to search for GeM Services and click on it



The screenshot shows the 'Services' page on the Digital Seva Portal. The browser address bar displays 'dsput.csocloud.in/services'. A search bar at the top left contains the text 'gem', and the 'GeM Services' dropdown menu is highlighted with a green box. Below the search bar, there are navigation tabs for 'INSURANCE' and 'ELECTRICITY'. The main content area is titled 'SERVICES' and displays a grid of service cards. Each card includes a logo, a service name, a category, and a 'CLICK HERE' button. The visible services are:

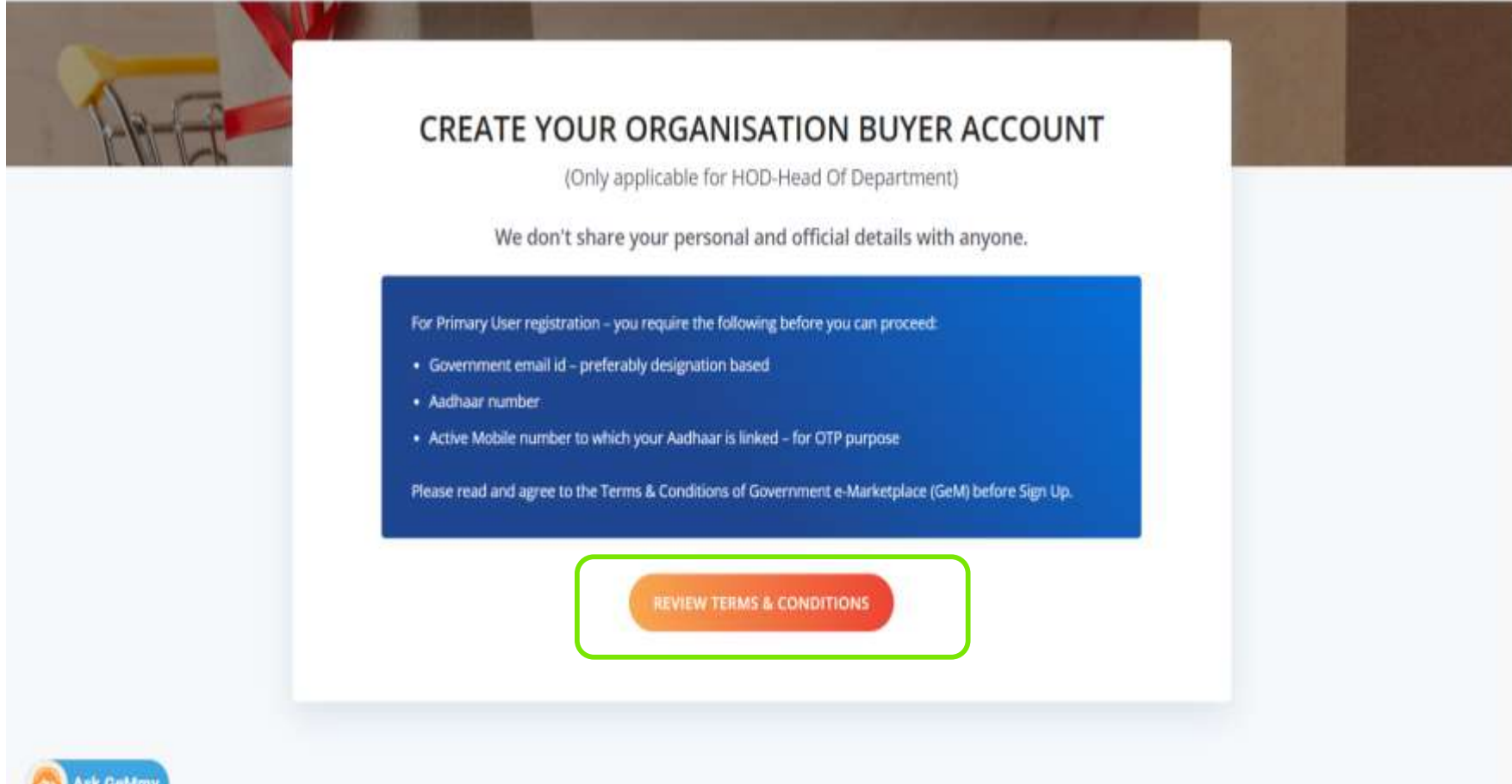
- UCL Demographic Update PAC (UID Services)
- Trng Health Services (Trng Ayush) (HEALTH)
- Forus (3Netes, 3nettes) (HEALTH)
- 7 Nachay Scheme, Bihar (7 Nishchay Yuvajyomission) (GOVERNMENT)
- Allahabad Bank-Indian Bank (Financial Services) (BANKING)
- Axis Bank (Financial Services) (BANKING)
- Aadhaar Demographic Update (CGC Aadhaar) (UID SERVICES)
- Aadhaar Registered Device (CGC Services) (UID SERVICES)

On clicking, VLE is redirected to the landing page on GeM. Here, VLE needs to click on 'Create Account' to create HOD account.



The screenshot shows the GeM registration page for a Vendor Login Entity (VLE). The browser address bar displays `mkp.gemonline.org/registration/signup?l/Vle`. The page header includes navigation links for 'Forward Auction', 'Bids', 'Login', and 'Signup'. The main content area features a 'VLE Action' section with two buttons: 'CREATE ACCOUNT' (highlighted with a green box) and 'UPDATE ACCOUNT'. Below this, there are six columns of links categorized under: WEB INFO, ABOUT GEM, NEWS & EVENTS, RESOURCES, TRAINING, and NEED HELP?. The footer contains various logos including 'Ask GeMmy', 'Department of Commerce', 'Ministry of Commerce and Industry', 'GeM', 'Goods and Services Tax', 'Digital India', 'GePNIC', 'e-governance', 'india.gov.in', 'STQC', and 'Application Security Audit Report'.

Click on 'Review Terms & Conditions' button



CREATE YOUR ORGANISATION BUYER ACCOUNT
(Only applicable for HOD-Head Of Department)

We don't share your personal and official details with anyone.

For Primary User registration – you require the following before you can proceed:

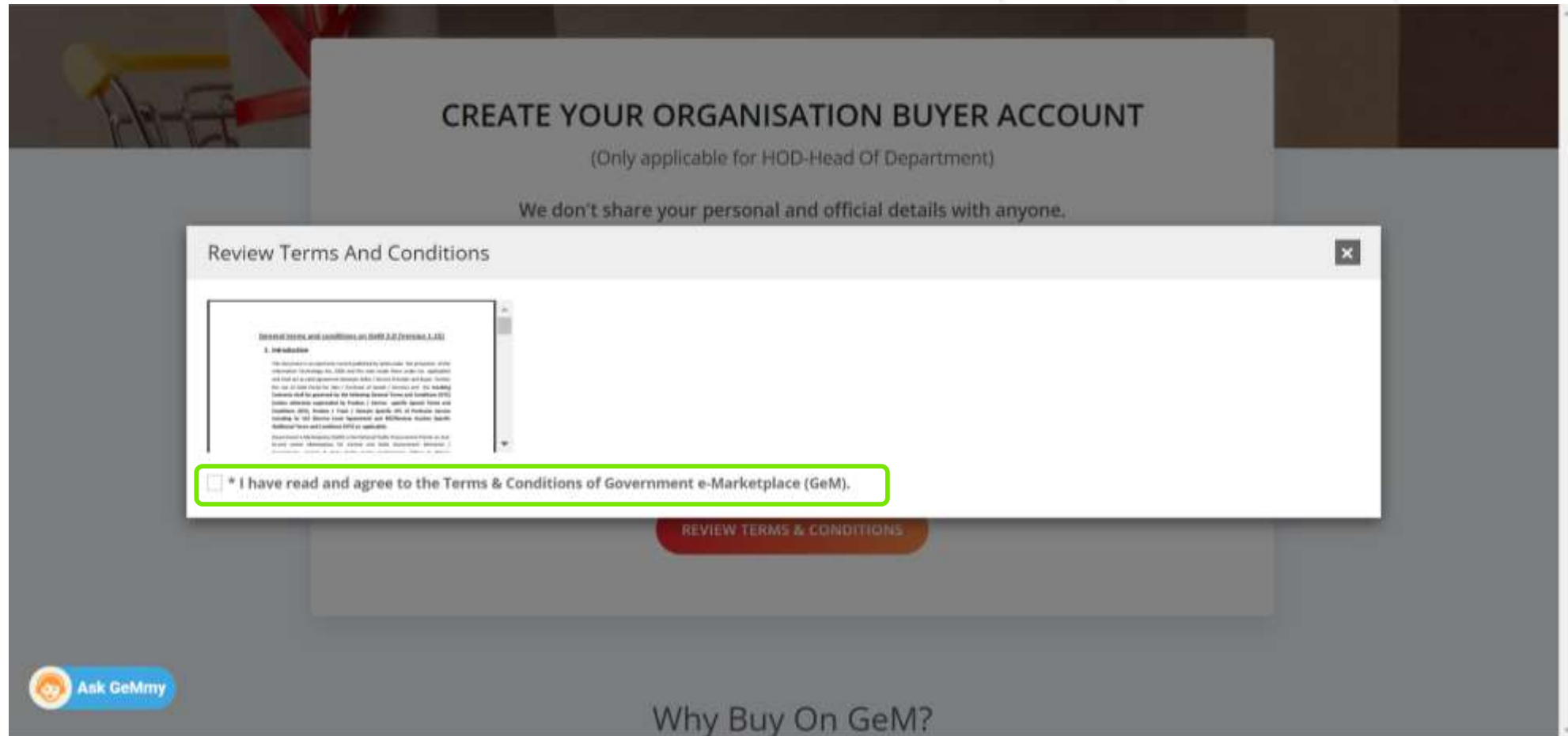
- Government email id – preferably designation based
- Aadhaar number
- Active Mobile number to which your Aadhaar is linked – for OTP purpose

Please read and agree to the Terms & Conditions of Government e-Marketplace (GeM) before Sign Up.

[REVIEW TERMS & CONDITIONS](#)

Ask GeM

Click on the declaration after reading Terms & Conditions



CREATE YOUR ORGANISATION BUYER ACCOUNT
(Only applicable for HOD-Head Of Department)

We don't share your personal and official details with anyone.

Review Terms And Conditions

General Terms and Conditions on GeM 2.0 (Version 1.0)

1. Introduction

* I have read and agree to the Terms & Conditions of Government e-Marketplace (GeM).

REVIEW TERMS & CONDITIONS

Ask GeMmy

Why Buy On GeM?

VLE can enter the Aadhar/VID Details and Aadhar linked mobile number of HOD

CREATE YOUR ORGANISATION BUYER ACCOUNT

(Only applicable for HOD-Head Of Department)

We don't share your personal and official details with anyone.

For Primary User registration - you require the following before you can proceed:

- Government email id - preferably designation based
- Aadhaar number
- Active Mobile number to which your Aadhaar is linked - for OTP purpose


Please read and agree to the Terms & Conditions of Government e-Marketplace (GeM) before Sign Up.

REVIEW TERMS & CONDITIONS

Aadhaar Number / Virtual ID *

Mobile number linked with Aadhaar *

I, the holder of the above Aadhaar, hereby give my consent to GeM (Government e Marketplace), for using my Aadhaar number as allotted by UIDAI for GeM Registration. GeM (Government e Marketplace), has informed me that my Aadhaar data will not be stored/used.

 Ask GeMmy

After successful OTP verification of Aadhar, VLE needs to enter the organization details of HOD

Aadhaar verification successful

e Marketplace

Government Organisation Buyer Sign Up

Please read [this document](#) before sign up

CREATE YOUR ORGANISATION BUYER ACCOUNT

(Only applicable for HOD-Head Of Department)

We don't share your personal and official details with anyone.


For Primary User registration – you require the following before you can proceed:


- Government email id – preferably designation based
- Aadhaar number
- Active Mobile number to which your Aadhaar is linked – for OTP purpose

Please read and agree to the Terms & Conditions of Government e-Marketplace (GeM) before Sign Up.

Ask GeMmy

VLE can select Multi-State Cooperative/Single State Cooperative under Organization type and select required State, Department and Organization from the dropdown

 REVIEW TERMS & CONDITIONS

Mobile number linked with Aadhaar * 9875450745 

First Name * Hari

Last Name Mohan

If you do not find your organisation hierarchy below, [Click Here](#) to request for a new organisation hierarchy.


Organisation Type *
Select
Multi-State Co-operative Societies (MSCS)
Single-State Co-operative Societies (SSCS)

State *

Department *

Organisation *

Office/Zone Name *
Office / Zone is the location of your organisation.

 Ask GeMmy

VLE will enter the official email address of HOD and verify by entering OTP received in email Inbox. Please note - Any email address can be used here.

If you do not have Government Email ID, Click [Here](#) to apply for @gembuyer.in Email ID.


Official Email Id *
You must have NIC registered email to register.

Verify Email Id *

OTP has been sent successfully to your Email ID.
Click "Resend OTP" if not recieved.

Enter OTP *

User Id *

 Ask GeMmy

After successful HOD email verification, VLE can enter desired HOD username and click on 'Create Account'





If you do not have Government Email ID, Click Here to apply for @gembuyer.in Email ID.

Official Email Id * ⓘ ✓

User Id * ⓘ

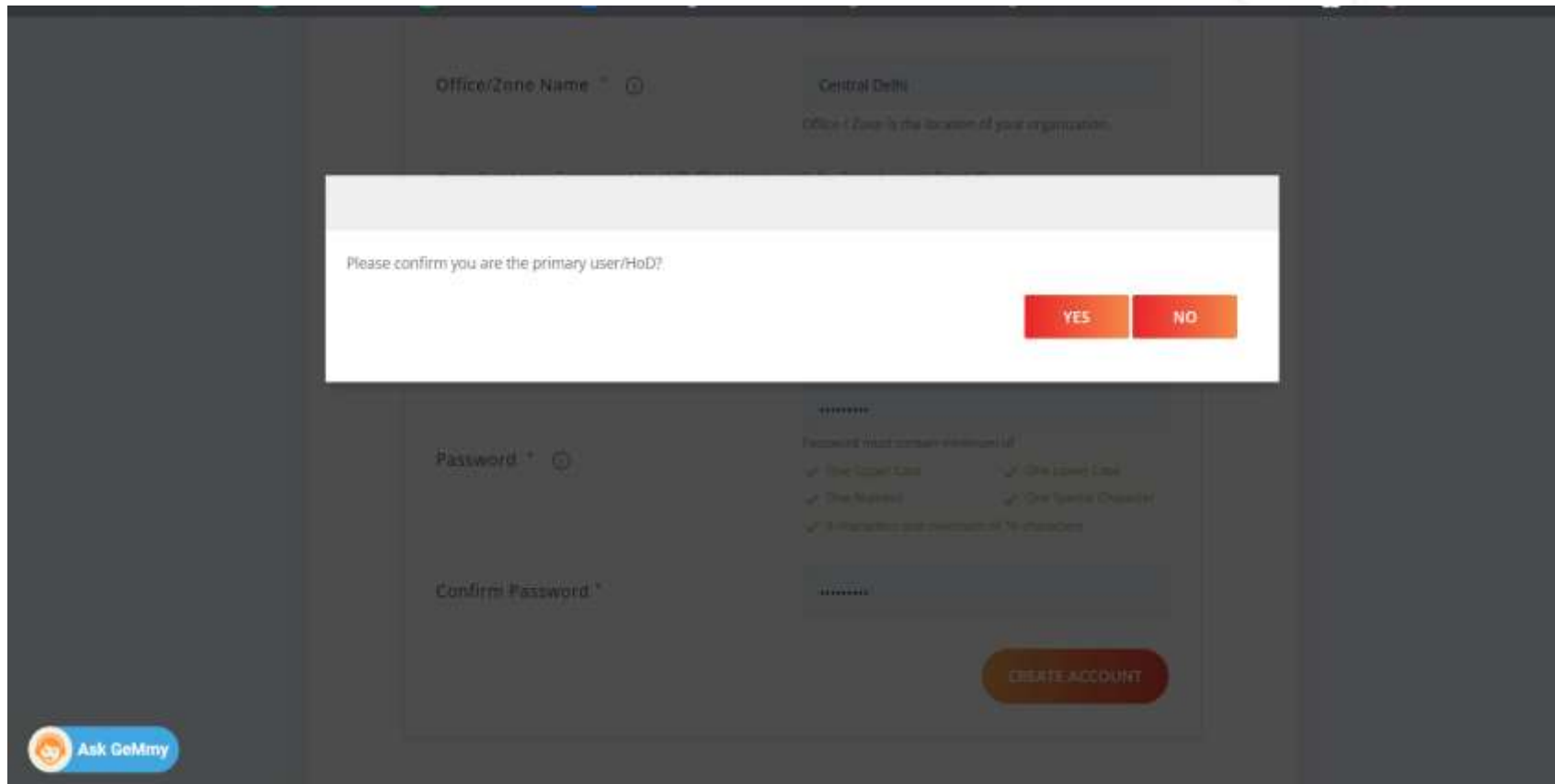
[CREATE ACCOUNT](#)

Why Buy On GeM?

-  Various Products / Services On Offer Multiple Sellers
-  Direct Purchase / E Bid / RA
-  Integrated Payment System
-  Buyer/Supplier/Service Provider Registration

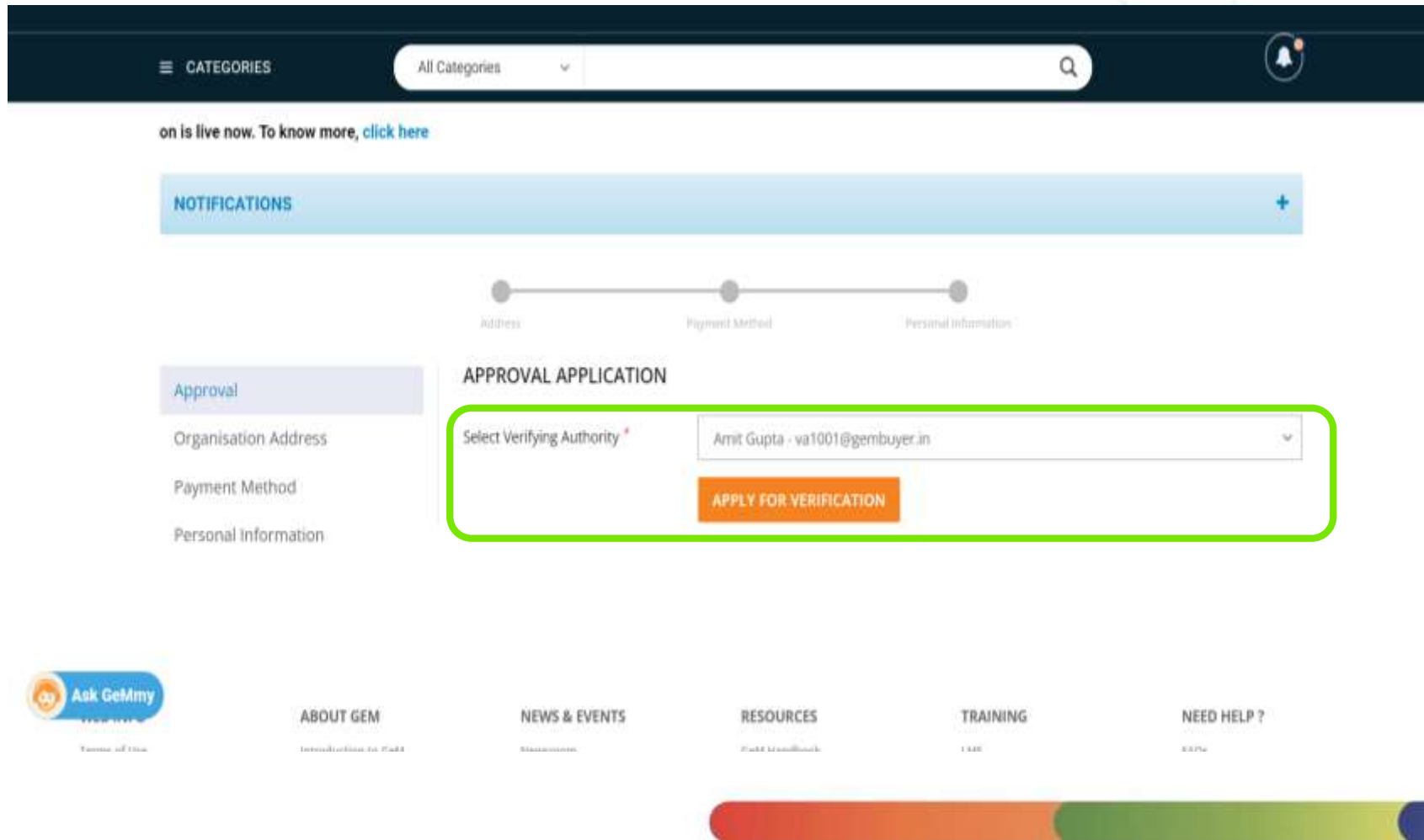
[Ask GeMmy](#)

After clicking on 'Create Account', VLE will click on 'Yes' to confirm.



The screenshot shows a dark-themed user interface for account creation. A white modal dialog box is centered on the screen, containing the text "Please confirm you are the primary user/HoD?". Below the text are two buttons: a red "YES" button and a grey "NO" button. In the background, the registration form is visible, showing fields for "Office/Zone Name" (with "Central Delhi" entered), "Password", and "Confirm Password". A "CREATE ACCOUNT" button is at the bottom right of the form. A "Ask GeMmy" button is in the bottom left corner of the interface.

HOD user is created and system asks VLE to select 'Verifying Authority' from the dropdown and then click on 'Apply for Verification'. Request will go to Verifying Authority for approval



The screenshot shows the 'APPROVAL APPLICATION' form in the GeM system. At the top, there is a navigation bar with 'CATEGORIES' and a search bar. Below this, a notification banner reads 'on is live now. To know more, [click here](#)'. A 'NOTIFICATIONS' section is visible with a plus sign. A progress indicator shows three steps: 'Address', 'Payment Method', and 'Personal Information', with the first two being completed. The 'APPROVAL APPLICATION' form has a sidebar with 'Approval' selected, and options for 'Organisation Address', 'Payment Method', and 'Personal Information'. The main form area contains a dropdown menu for 'Select Verifying Authority' with the value 'Armit Gupta - va1001@gembuyer.in' and an orange 'APPLY FOR VERIFICATION' button. The footer includes an 'Ask GeMmy' button and links for 'ABOUT GEM', 'NEWS & EVENTS', 'RESOURCES', 'TRAINING', and 'NEED HELP?'. A decorative bar is at the bottom of the page.

HOD User will get email confirmation on successful sign-up



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Dear Sir / Madam,

Congratulations! You have signed up as a primary user for, **Natural Agro Farming Multi State Cooperative Society Ltd.** with the following details:

Ministry Name: DELHI

Department Name: New Delhi

Organisation Name: Natural Agro Farming Multi State Cooperative Society Ltd.


Office Name: new delhi

User ID: kirti_VLE

Please login with this user id to complete your profile as part of the sign up process.

[Login Now](#)

Regards,
Team GeM

For any queries :  1-800-419-3436, 1-800-102-3436 or  helpdesk-gem@gov.in

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On submitting for approval, confirmation page is displayed. All other tabs in the profile selection are disabled. HOD user will wait for approval from Verifying Authority and will be notified by email.

NOTIFICATIONS

Address Payment Method Personal Information

Approval

Organisation Address

Payment Method

Personal Information

APPROVAL APPLICATION


Organisation Details

Organisation Type : Multi-State Co-operative Societies (MSCS)
State : DELHI
Department : New Delhi
Organisation : Natural Agro Farming Multi State Cooperative Society Ltd.
Office/Zone : Test org

Approver

First Name: Amit
last Name: Gupta
Email: va1001@gembuyer.in
Post Name: M11_va1001

Your Comment:

 Ask GeMmy

Verifying authority can login and see his pending HOD Request approval list. He can click on 'View' and see details.

• HOD Request Approval List

HOD REQUESTS

Status

Sl.No	User Id	Post	Office Zone	Action
1			kA	VIEW
2	22jun2022-vle	O_20220615_1_1_Org-create-be-VLE-1_HOD	Org create be VLE 1	VIEW
3	hsd1234	O_20220615_1_1_Test-Org_HOD	Test Org	VIEW
4	23jun2022-vle	O_20220615_1_1_test1_HOD	test1	VIEW
5	test1122	O_20220615_1_1_test13_HOD	test13	VIEW
6	me_hod	O_20220615_1_1_DELHI_HOD	DELHI	VIEW

 Ask GeMmy

Verifying authority can review HOD details and click on Accept, Reject or Request Information

Organisation Details

Organisation Type : Multi-State Co-operative Societies (MSCS)
State : DELHI
Department : New Delhi
Organisation : Natural Agro Farming Multi State Cooperative Society Ltd.
Office/Zone : Test123456

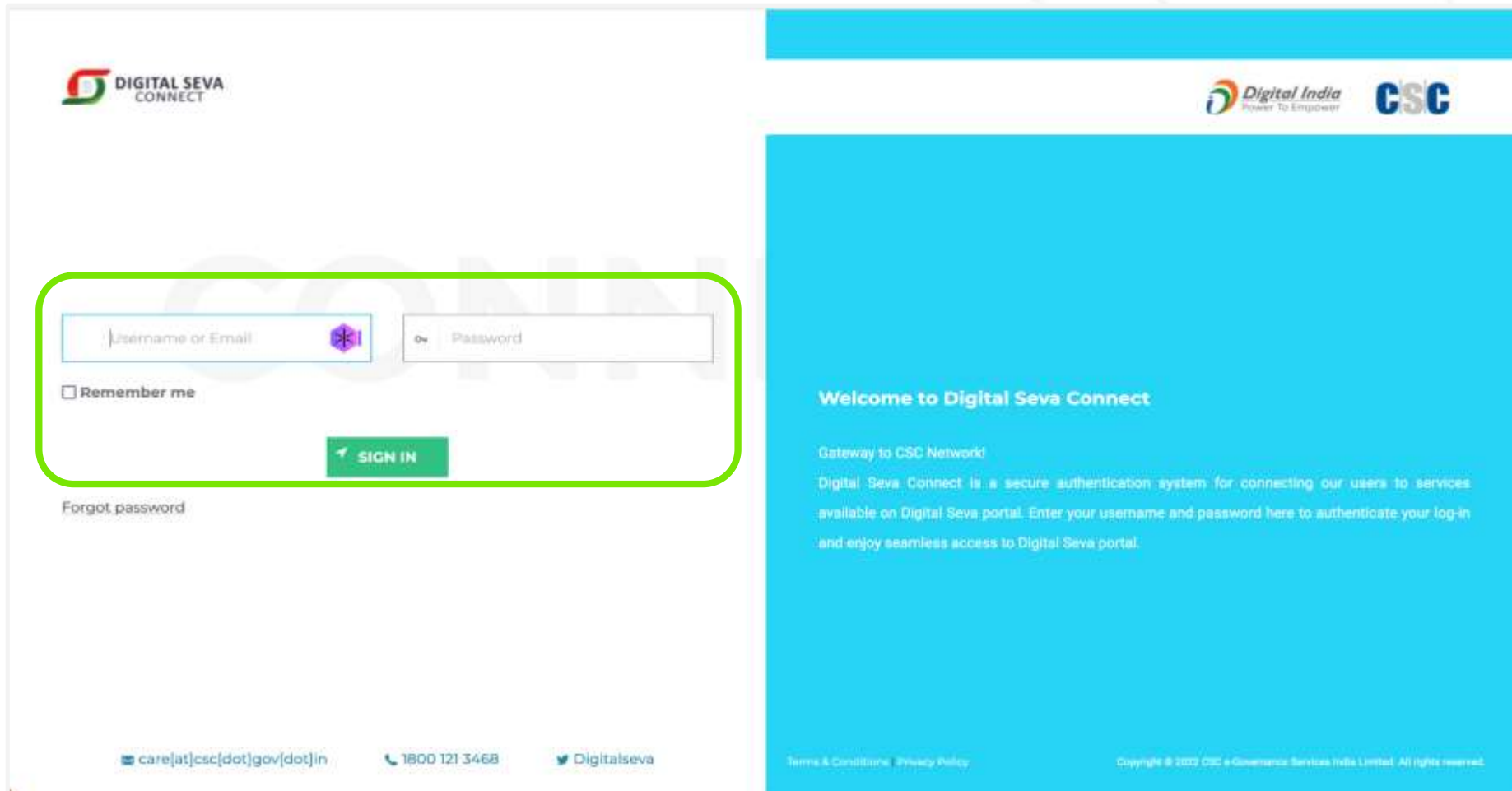
Requester

First Name: Hari
last Name: Mohan
Email: naveen@gmail.com
Post Name: O_20220615_1_1_test123456_HOD

Your Comment:




To check approval status by Verifying Authority, VLE needs to login again on CSC Portal



The screenshot displays the login interface for Digital Seva Connect. On the left, there is a white sidebar with the 'DIGITAL SEVA CONNECT' logo at the top. Below the logo, there is a login form with two input fields: 'Username or Email' and 'Password'. A green rounded rectangle highlights these fields. Below the fields are a 'Remember me' checkbox and a green 'SIGN IN' button. A 'Forgot password' link is located below the 'SIGN IN' button. At the bottom of the sidebar, there are contact details: an email icon with 'care[at]csc[dot]gov[dot]in', a phone icon with '1800 121 3468', and a Twitter icon with 'Digitalseva'. On the right, the main content area has a blue header with the 'Digital India Power To Empower' logo and the 'CSC' logo. Below the header, the text reads 'Welcome to Digital Seva Connect' followed by 'Gateway to CSC Network' and a paragraph explaining the system. At the bottom of the main area, there are links for 'Terms & Conditions' and 'Privacy Policy', and a copyright notice: 'Copyright © 2022 CSC e-Governance Services India Limited. All rights reserved.'

After selecting GeM Services post login, VLE is redirected to GeM landing page. Now, he needs to click on 'Update Account'

English | Dark Mode | Font Size | A- | A | A+ | Skip to Main Content | Need Help?



Forward Auction | Bids | Login | Signup

VLE Action

CREATE ACCOUNT

UPDATE ACCOUNT

WEB INFO

Terms of Use
Website Policies
Document Help
Sitemap
Web Information Manager

ABOUT GEM

Introduction to GeM
Statistics
Right to Information
BI / Analytics
New on GeM
BRAND GEM

NEWS & EVENTS

Newsroom
Gallery
Notifications
CCM Schedule
Forums
TESTIMONIALS

RESOURCES

GeM Handbook
OM's/Circulars
Terms and Conditions
Policies/Manuals
Miscellaneous
MOU'S

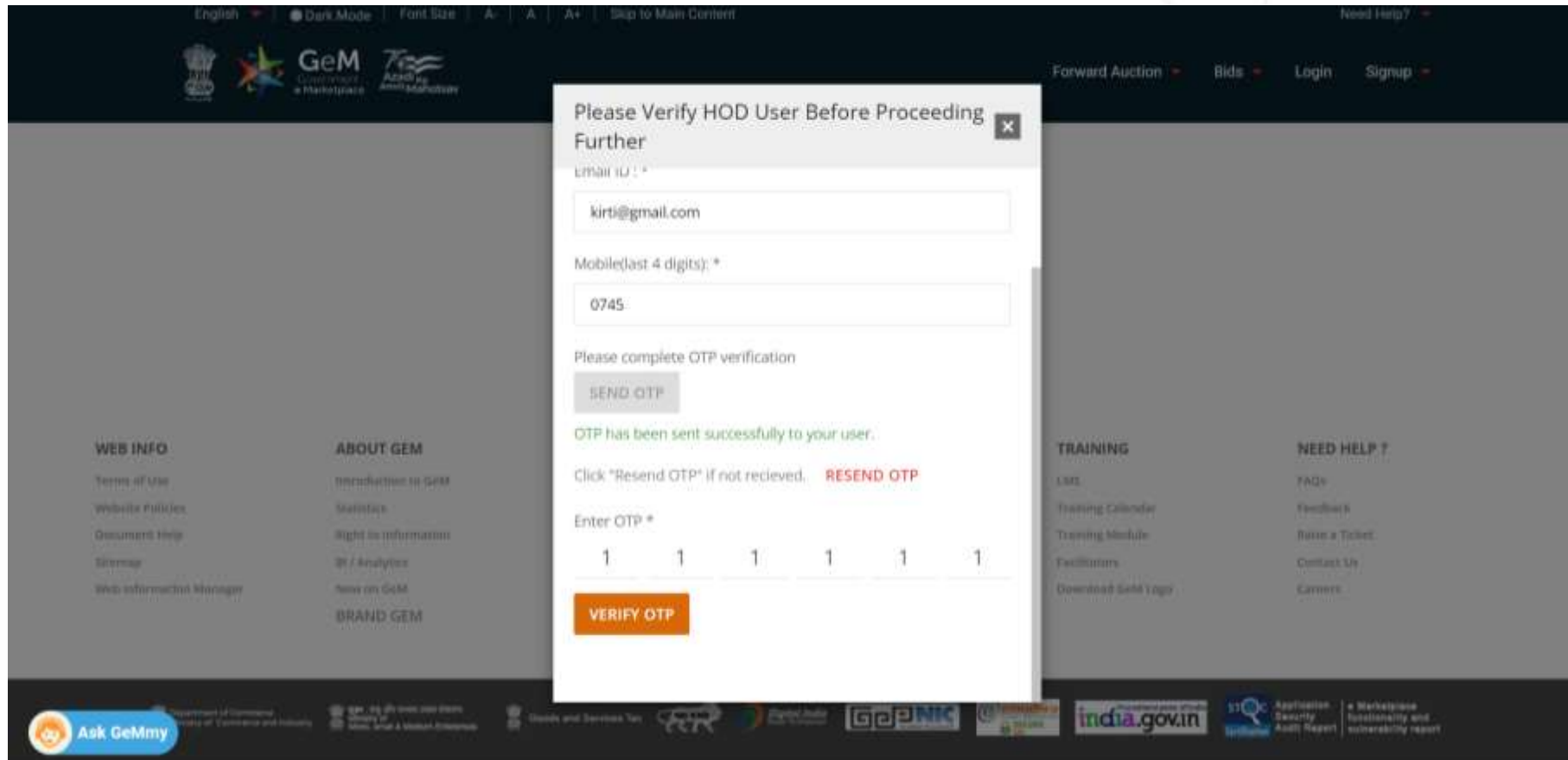
TRAINING

LMS
Training Calendar
Training Module
Facilitators
Download GeM Logo

NEED HELP ?

FAQs
Feedback
Raise a Ticket
Contact Us
Careers

VLE needs to enter HOD username, email address and last 4 digits of registered mobile number. An OTP will be sent to HOD as SMS. After successful verification of OTP, VLE will be able to proceed for profile updation



The screenshot shows a modal window titled "Please Verify HOD User Before Proceeding Further" overlaid on the GeM website. The modal contains the following fields and elements:

- Email ID:** A text input field containing "kirti@gmail.com".
- Mobile(last 4 digits):** A text input field containing "0745".
- SEND OTP:** A button to initiate the OTP verification process.
- OTP has been sent successfully to your user.** A confirmation message.
- Click "Resend OTP" if not received. RESEND OTP:** A link to resend the OTP.
- Enter OTP:** A field with six input boxes, each containing the digit "1".
- VERIFY OTP:** A button to complete the verification.

The background website shows the GeM logo, navigation links like "Forward Auction", "Bids", "Login", and "Signup", and various footer sections including "WEB INFO", "ABOUT GEM", "TRAINING", and "NEED HELP?".

Now, Verifying Authority approval is displayed on the dashboard

Organisation Address

Payment Method

Personal Information

Organisation Details

Organisation Type : Multi-State Co-operative Societies (MSCS)
State : DELHI
Department : New Delhi
Organisation : Natural Agro Farming Multi State Cooperative Society Ltd.
Office/Zone : New delhi

Approver

First Name: Amit
last Name: Gupta
Email: va1001@gembuyer.in
Post Name: M11_va1001

Comments:

Name	Comment	Created_at
Amit Gupta	approved	01-07-2022 17:02

HOD/VLE needs to update the Organization address and click on 'Save'

Approval

Organisation Address

Payment Method

Personal Information



UPDATE ADDRESS

Pincode *

110002

State *

DELHI

District *

Central Delhi

Street Address *

Agro Office, New Delhi

Contact No.(Office) ⓘ *

011

23241416

Extension No.

Website URL *

www.agro.com

SAVE

HOD needs to open a GPA (GeM Pool Account)

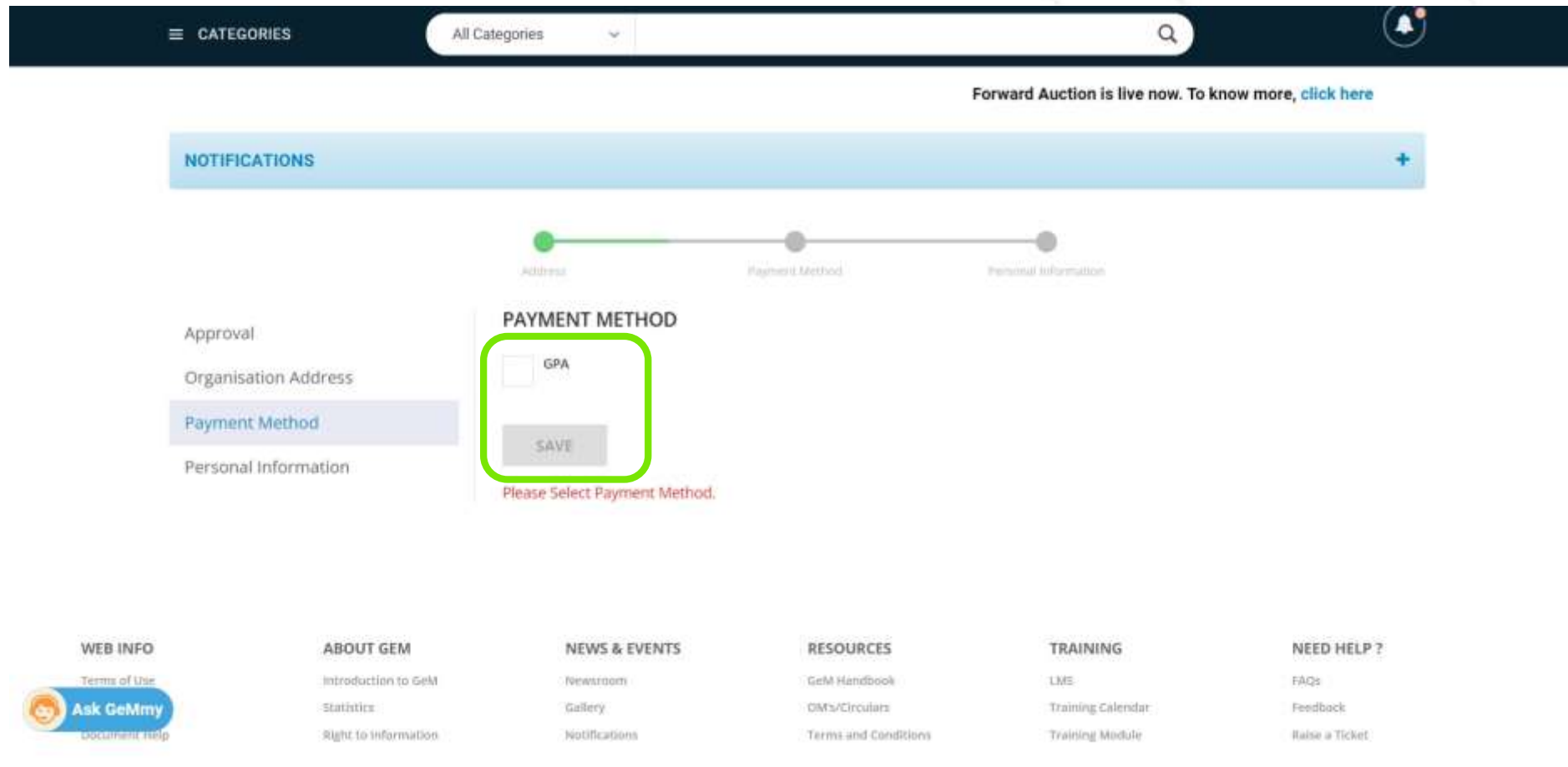
GeM Pool Account (GPA), is a special purpose bank account opened, operated and controlled exclusively by each NPAE [Non-Public Financial Management System (PFMS) Agencies/Entities].

HOD will nominate and authorize a Nodal Officer for GeM to open and authorize the “GeM Pool Account” (henceforth: GPA).

The HOD can select any bank(s) which has been enabled for GPA integration with GeM.

Non Challan based GPA model will be used

HOD/VLE needs to update the payment method as GPA (GeM Pool account) and click on 'Save'



The screenshot shows the GeM user profile page. At the top, there is a dark navigation bar with a menu icon, 'CATEGORIES', a search bar containing 'All Categories', and a notification bell icon. Below the navigation bar, a banner reads 'Forward Auction is live now. To know more, [click here](#)'. A blue 'NOTIFICATIONS' bar is also present. The main content area features a progress indicator with three steps: 'Address' (completed), 'Payment Method' (current), and 'Personal Information'. On the left, a sidebar lists 'Approval', 'Organisation Address', 'Payment Method' (highlighted), and 'Personal Information'. The 'PAYMENT METHOD' section contains a checkbox for 'GPA' and a 'SAVE' button, both highlighted with a green box. A red error message below reads 'Please Select Payment Method.' The footer contains six columns of links: 'WEB INFO' (Terms of Use, Ask GeMmy, document help), 'ABOUT GEM' (Introduction to GeM, Statistics, Right to Information), 'NEWS & EVENTS' (Newsroom, Gallery, Notifications), 'RESOURCES' (GeM Handbook, OMs/Circulars, Terms and Conditions), 'TRAINING' (LME, Training Calendar, Training Module), and 'NEED HELP?' (FAQs, Feedback, Raise a Ticket).





After selecting Non Challan GPA system, HOD needs to enter the GPA account details. Details will be sent to Nodal officer for verification.

Non Challan GPA System


Threshold Limit*

100

Threshold Limit - Order value above this limit would be processed ONLY through GPA

Bank Name	IFSC Code	Account Number	Account Holder Name	Account Holder Email 
<input checked="" type="checkbox"/> ICICI 	ICIC0000104	001122334455	Test	harsh.vardhar
<input checked="" type="checkbox"/> BANK-OF-B/ 	BARB0KANDIV	03970100004837	TestBOB	XYZ@GMAIL.C
<input checked="" type="checkbox"/> DCB-UAT-GI 	DCBL0000015	01514100000028	testDCB	paresh.dave@

TReDS (To know about TReDS, [click here](#))

 Ask GeMmy

SAVE

Once the account is Approved by Nodal officer, it would be marked as Approved. Approved accounts can be used for order placement.

Email Received by Nodal Officer to Approve the use of GPA account.



www.gem.gov.in

Dear Sir/Madam,

You have been requested to validate GPA Bank Account for the following HOD -

Name - Sushma H D

Email - iocl_06@gov.in

Please confirm if the mentioned HOD should be allowed/rejected access to the following GPA Bank Account

Bank - SBI1

Account No - 000*****160(masked ****)

IFSC Code - SBIN0000437

To confirm, please click on the link below -

https://mkp.gemorion.org/registration/signup#!/non_challan_gpa_approval/25719e30c7c70dee84792ea274830a30

PS - In case of no confirmation, the shared link would expire on the 10th day of this email, post which the account validations request would be rejected.

Regards,
Team GeM

For any queries :  1-800-419-3436.  1-800-102-3436 or  helldesk-gem@aov.in

Approval screen for Nodal Officer to Approve or Reject the Request.

Non Challan GPA System Payment Details Approval Form

User Sushma H D (iocl_06@gov.in) has registered as a primary user on GeM under office zone name iocl.
He/She is trying to update his Payment Method to Non Challan GPA System with the following details:

Threshold Limit*

100

Bank Name

SBI1

IFSC Code

SBIN0000INB

Account Number

00000030001659913

Account Holder Name

TestGPA

Please approve/reject the payment method updated by the user by clicking on the approve or reject button

APPROVE

REJECT

The Non Challan GPA System request has been approved successfully

Non Challan GPA System Payment Details Approval Form

User Sushma H D (iocl_06@gov.in) has registered as a primary user on GeM under office zone name iocl. He/She is trying to update his Payment Method to Non Challan GPA System with the following details:
Threshold Limit*

100

Bank Name

SBI1

IFSC Code

SBIN0000437

Account Number

00000030001979160

Account Holder Name

TESTIOCL

Please approve/reject the payment method updated by the user by clicking on the approve or reject button

Your action has been successfully submitted

Request approval confirmation message is displayed post approval by Nodal Officer.

HOD/VLE will update Personal information and click on Save.

Approval

Organisation Address

Payment Method

Personal Information

PERSONAL INFORMATION

First Name *

Hari

Last Name

Mohan

Designation

Primary User

Date of Retirement



Name (As in PAN)

Organisation PAN ⓘ

Date (As in Pan). ⓘ



Are you registered for GST? *

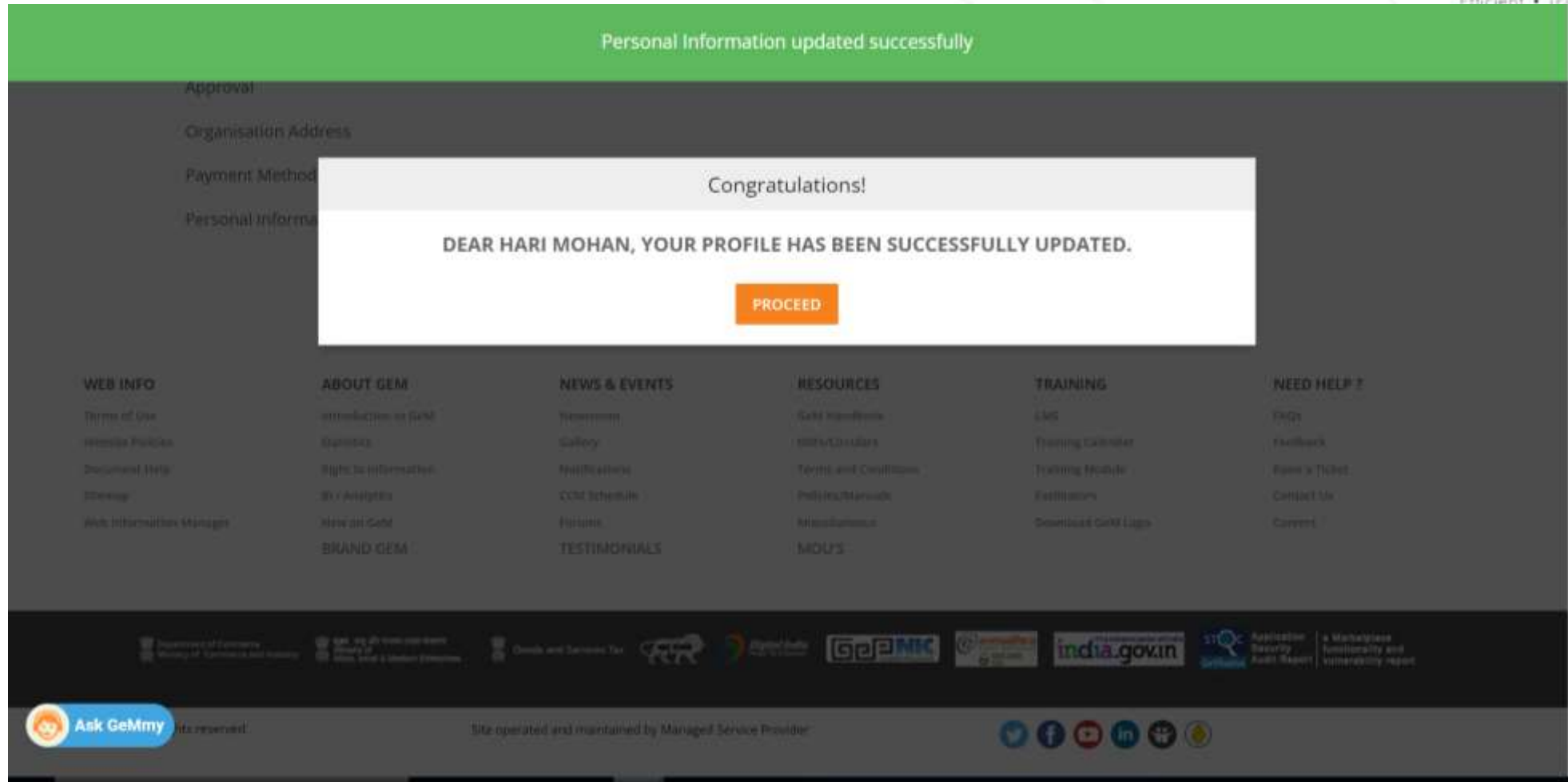
Yes No

I hereby declare that I am not liable to be registered under the ambit of GST.

SAVE



HOD is notified after profile completion



Personal Information updated successfully

Approval

Organisation Address

Payment Method

Personal Information

Congratulations!

DEAR HARI MOHAN, YOUR PROFILE HAS BEEN SUCCESSFULLY UPDATED.

PROCEED

WEB INFO

- Terms of Use
- Website Policies
- Document Help
- Site Map
- Web Information Manager

ABOUT GEM

- Introduction to GeM
- Statistics
- Right to Information
- BI / Analytics
- How on GeM
- BRAND GEM

NEWS & EVENTS

- Newsroom
- Gallery
- Notifications
- CCM Schedule
- Forum
- TESTIMONIALS

RESOURCES

- GeM Handbook
- FAQs/Queries
- Terms and Conditions
- Policy/Manuals
- Miscellaneous
- MOUs

TRAINING

- Log
- Training Calendar
- Training Module
- Facilitators
- Download GeM Logs

NEED HELP ?

- FAQs
- Feedback
- Open Ticket
- Contact Us
- Current

Department of Commerce
Ministry of Economic Affairs

Ministry of Information and Public Relations

Goods and Services Tax

GeM

GeP/MSK

India.gov.in

Application Security Audit Report

Marketplace functionality and vulnerability report

Ask GeMmy

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HOD/VLE can now add multiple secondary users. Division needs to be added for adding secondary users. HOD/VLE can add multiple divisions

Forward Auction is live now. To know more, [click here](#)

NOTIFICATIONS

- Divisions
- Add Secondary User
- Manage posts

Division Information

Address Same As Organisation

Division *

Buyer Delhi

Pincode *

110092

State *

DELHI

District *

East Delhi

Street Address *

Atro Office, East Delhi

Are you registered for GST? *

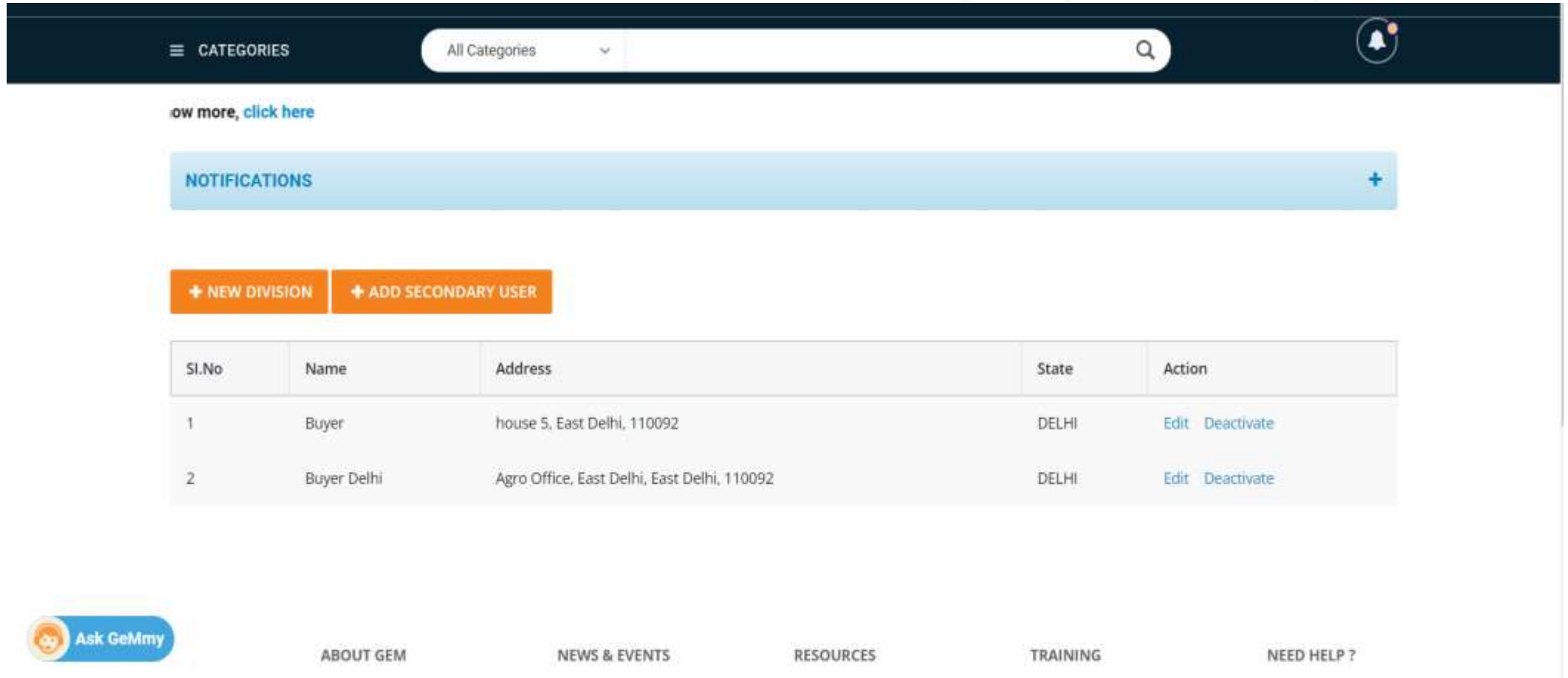
Yes No

I hereby declare that I am not liable to be registered under the ambit of GST.

ADD

Ask GeMmy

On clicking 'Add Secondary User', HOD/VLE can create new secondary users



The screenshot shows the user management interface on the GeM portal. At the top, there is a dark navigation bar with a 'CATEGORIES' menu, a search bar containing 'All Categories', and a notification bell icon. Below the navigation bar, there is a 'Show more, click here' link. A light blue 'NOTIFICATIONS' bar is present. Two orange buttons are visible: '+ NEW DIVISION' and '+ ADD SECONDARY USER'. Below these buttons is a table with the following data:

Sl.No	Name	Address	State	Action
1	Buyer	house 5, East Delhi, 110092	DELHI	Edit Deactivate
2	Buyer Delhi	Agro Office, East Delhi, East Delhi, 110092	DELHI	Edit Deactivate

At the bottom of the page, there is a footer with a 'Ask GeMmy' button and navigation links for 'ABOUT GEM', 'NEWS & EVENTS', 'RESOURCES', 'TRAINING', and 'NEED HELP?'.

HOD/VLE will create a Post to add secondary user by selecting divisions and roles from options available in dropdown

TEST : POST MANAGEMENT

Create Roles

ADD USER

Designation ⓘ

Buyer Delhi

Divisions

Buyer Delhi

Select Roles

1 Checked

ROLES

Buyer/PAO/DDO can be restricted to use selected payment methods would be available payment methods selected by the HOD

CONSIGNEE
TECHNICAL EVALUATOR
INDENTOR
✓ BUYER
Payment Authority/PAO

ation, only he will inherit all

Restrict payment methods allowed for this user



Ask GeMmy

The office contact number will be published on GeM Artifacts (such as Contract and Invoice) for helping the Seller communicate with the Buyers post contract

After successful creation, HOD/VLE can see all secondary users.

POSTS **USERS**

Users

Filter: Select division:

Sl.No	NAME	EMAIL	USER ID	POST NAME ROLES	DIVISION
1	Kumar Agarwal	delhicourt@nic.in	delhicourt_hod	Primary User HOD	
3	vikasvermawioioiwuiouurouueouriueiurouurouuruu Pal	delhicourtconsignee@nic.in	delhicourt_Consignee	delhicourtConsignee CONSIGNEE	
4	vikasvermawioioiwuiouurouueouriueiurouurouuruu Pal	buyer29june@nic.in	Buyer29june	Primary User BUYER	Buyer



WEB APPS

ABOUT GEM

USERS & ROLES

RESOURCES

TRAINING

USER HELP



GeM
Government
e Marketplace

Efficient • Transparent • Inclusive