

INTIGRATION between eGramSwaraj- GeM

Prerequisite for on boarding in GeM Portal

Primary User (Checker)/Secondary User(Maker) :

- a. Gov. Mail.(NIC will create eMail IDs for Maker and Checker)
- b. AADHAAR
- c. Mobile number with AADHAAR linked.

Important points to be followed-

1. Checker in eGramSwaraj will be the Primary User in the GeM Portal.
2. Maker in eGramSwaraj will be the Secondary User (Buyer and Consignee) in the GeM Portal.
3. Both the User have to be registered in NIC Mail for registration in GeM Portal.
4. Both the User must have Aadhaar for registration in GeM Portal.
5. Both the User must have Aadhaar linked Mobile No. for registration in GeM Portal.
6. Same User IDs of eGramSwaraj should be used for registration in GeM Portal.

Steps to be followed for registration of Primary User

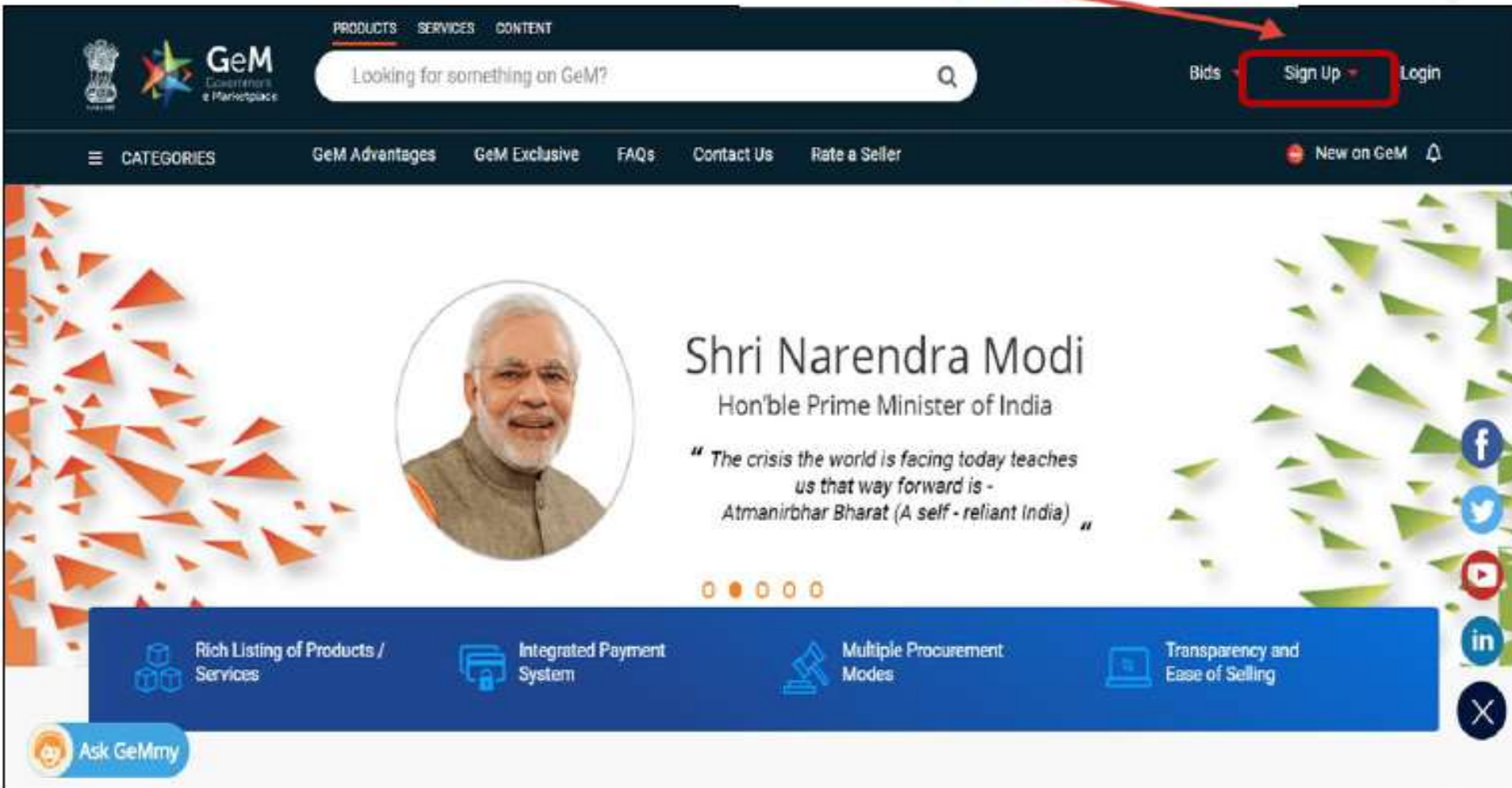


Efficient • Transparent • Inclusive

Primary User Registration - Buyer

Open <https://gem.gov.in> and click on Sign up

Open gem.gov.in and click on Sign Up.



The screenshot shows the homepage of the Government e Marketplace (GeM). At the top left is the GeM logo with the text "GeM Government e Marketplace". To its right is a search bar containing the text "Looking for something on GeM?". Further right are links for "Bids", "Sign Up" (highlighted with a red box and a red arrow from the callout), and "Login". Below the search bar is a navigation menu with "CATEGORIES", "GeM Advantages", "GeM Exclusive", "FAQs", "Contact Us", and "Rate a Seller". On the right side of this menu is a "New on GeM" notification. The main content area features a circular portrait of Shri Narendra Modi, Hon'ble Prime Minister of India, with a quote: "The crisis the world is facing today teaches us that way forward is - Atmanirbhar Bharat (A self-reliant India)". Below the quote are five small circles, with the first one filled. At the bottom, a blue banner contains four icons and their corresponding text: "Rich Listing of Products / Services", "Integrated Payment System", "Multiple Procurement Modes", and "Transparency and Ease of Selling". In the bottom left corner, there is a "Ask GeMmy" button. On the right side, there are social media icons for Facebook, Twitter, YouTube, LinkedIn, and a close button.

Click on Sign up and from the drop down menu select “Buyer”

The image shows the homepage of the Government e Marketplace (GeM). At the top, there are navigation links for PRODUCTS, SERVICES, and CONTENT. The GeM logo is on the left, and a search bar is in the center. On the right, there are links for Bids, Sign Up, and Login. A dropdown menu is open under 'Sign Up', showing 'Buyers' and 'Sellers'. A green callout box with an arrow points to the 'Buyers' option, containing the text: 'Click on Sign Up and from the drop down menu select 'Buyers''. Below the navigation, there are links for CATEGORIES, GeM Advantages, GeM Exclusive, FAQs, Contact Us, and Rate a Seller. The main content area features a portrait of Shri Narendra Modi, Hon'ble Prime Minister of India, with a quote: 'The crisis the world is facing today us that way forward is - Atmanirbhar Bharat (A self-reliant India)'. At the bottom, there is a blue banner with four icons and text: 'Rich Listing of Products / Services', 'Integrated Payment System', 'Multiple Procurement Modes', and 'Transparency and Ease of Selling'. An 'Ask GeMmy' button is in the bottom left corner.

PRODUCTS SERVICES CONTENT

GeM Government e Marketplace

Looking for something on GeM?

Bids Sign Up Login

Buyers Sellers

CATEGORIES GeM Advantages GeM Exclusive FAQs Contact Us Rate a Seller

Shri Narendra Modi
Hon'ble Prime Minister of India

"The crisis the world is facing today us that way forward is -
Atmanirbhar Bharat (A self-reliant India) "

Rich Listing of Products / Services Integrated Payment System Multiple Procurement Modes Transparency and Ease of Selling

Ask GeMmy

After reading the Pre-requisites click here to review Terms & Conditions

The screenshot shows the GeM Government e Marketplace website. At the top left are the Government of India and GeM logos. On the right are links for 'Bids', 'Login', and 'Signup'. Below the header is a navigation bar with 'CATEGORIES' and a search bar. The main content area features a 'Government Organisation Buyer Sign Up' section. A green callout box with white text says 'After reading the pre-requisites click here to review Terms & Conditions'. An arrow from this box points to an orange button labeled 'REVIEW TERMS & CONDITIONS' on the registration page. The registration page also includes a list of prerequisites for primary user registration and a note to read and agree to the Terms & Conditions before signing up.

Government Organisation Buyer Sign Up

Please read [this document](#)
Email creation guidelines for go

After reading the pre-requisites click here to review 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.

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 GeMmy

Please read the Terms & Conditions carefully and accept the T & C.

Please read the Terms & Conditions carefully.

Review Terms And Conditions

Microsoft Word - GTC_on_GeM_3.0_v1.15

1 / 42

100%

General terms and conditions on GeM 3.0 (Version 1.15)

1. Introduction

This document is an electronic record published by GeM under the provisions of the Information Technology Act, 2000 and the rules made there under (as applicable) and shall act as valid agreement between Seller / Service Provider and Buyer. Further the use of GeM Portal for Sale / Purchase of Goods / Services and the resulting Contracts shall be governed by the following General Terms and Conditions (GTC) (unless otherwise superseded by Product / Service specific Special Terms and Conditions (STC), Product / Track / Domain Specific STC of Particular Service including its SLA (Service Level Agreement) and BID/Reverse Auction Specific Additional Terms and Conditions (ATC) as applicable).

Government e-Marketplace (GeM) is the National Public Procurement Portal; an end-to-end online Marketplace for Central and State Government Ministries /

Click here to accept the Terms & Conditions.

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

Fill your Aadhaar No and Mobile No linked with aadhaar and click verify Aadhaar

☰ CATEGORIES All Categories 🔍

Government Organisation Buyer Sign Up

Please read [this document](#) before sign up
Email creation guidelines for government buyers ↗

Fill in your Aadhaar number and mobile number linked with Aadhaar.

Click here to receive an OTP to verify Aadhaar.

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

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

Aadhaar Number / Virtual ID *

Mobile number linked with Aadhaar *

VERIFY AADHAAR

Ask GeMmy

Enter OTP for verification and click verify

GeM
Government
eMarketplace

Mobile OTP Verification

Enter OTP *

Mobile: *****1544 | Email: ud*****@gmail.com

Not received OTP in 945 mins? [Resend](#)

[Verify](#)

Please do not press back button while the Aadhaar authentication is being processed.

Enter OTP for
verification and
click here to verify.

After verification of Aadhaar this message will shown

Aadhaar verification successful



Government Organisation Buyer Sign Up

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

Email creation guidelines for government buyers [↗](#)

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



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

Mobile number linked with

9650520512

The system fetches First Name and Last Name from Aadhaar verification.

Government e-Marketplace (GeM).

Mobile number linked with Aadhaar *

9650520512



First Name *

RAJESH

Last Name

SHARMA

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

Organisation Type *



Department *



Organisation *



Office / Zone is the location of your organization.

Office/Zone Name ⓘ *

You must have NIC registered email to register.



Ask GeMmy

Select Organization type from the dropdown menu

Select your Organisation type from the dropdown menu.

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

Organisation Type

Ministry *

Department *

Organisation *

Office / Zone is the location of

Office/Zone Name ⓘ *

You must have NIC registered email to register.

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

Official Email Id ⓘ *

Verify Email Id *

SEND OTP

Enter OTP ⓘ *

VERIFY OTP

- Central PSU
- Bodies created by Resolution of cabinet
- Central Autonomous
- Central Government
- Central PSU
- Constitutional Bodies of Ministries
- Constitutional bodies
- Co-operative Societies
- SI-V, Sec-B Company
- State Autonomous
- Statutory Bodies
- State Local Bodies
- State PSU
- Statutory bodies
- Union Territories

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

Organisation Type *

Central PSU

Basis the selected Organization type, Ministry/State will be listed automatically in the dropdown list. Select the Ministry applicable.

Ministry *

- Banking
- Cabinet Secretariat
- Central Vigilance Committee on Public Distribution System, New Delhi
- Commission for Agricultural Costs and Prices (CACPI)
- Committee of Parliament on Official Language
- Comptroller and Auditor General (CAG) of India
- Consumer Online Resource and Empowerment Centre (CORE)
- Custom Commissionerate, Inland Container Depot (ICD), Tughlakabad, New Delhi
- Department of Biotechnology Micro Mission on Jatropha curcas
- Department of Space
- Eastern Regional Power Committee (ERPC)
- Election Commission of India
- Empowered Committee of State Finance Ministers
- eSCDPE - Forum for Facilitating Exports
- Expenditure Finance Committee (EFC), Planning Commission
- FINANCE**
- Fourteenth Finance Commission
- Haj Committee of India
- High Level Committee on Indian Diaspora
- Indian Atomic Industrial Forum (IAIF)

Official Email id *

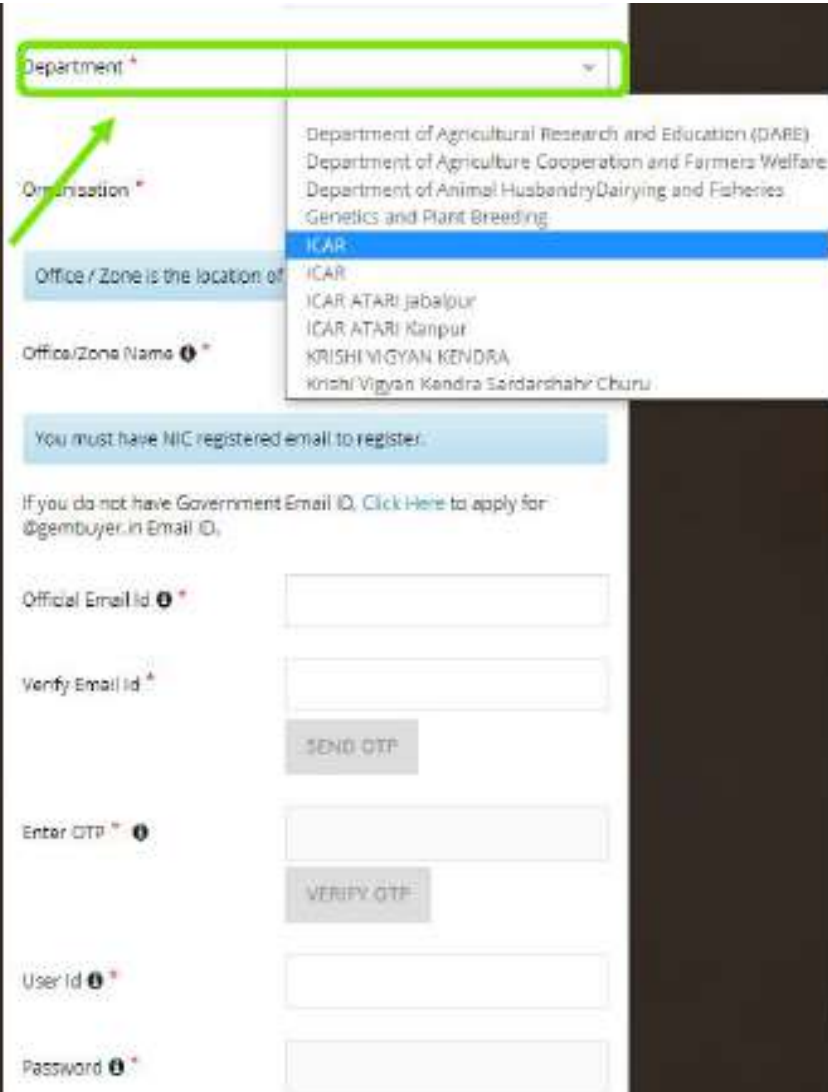
Verify Email id *

SEND OTP

Enter OTP *

Select department from the dropdown list.

Select your Department from the dropdown list.

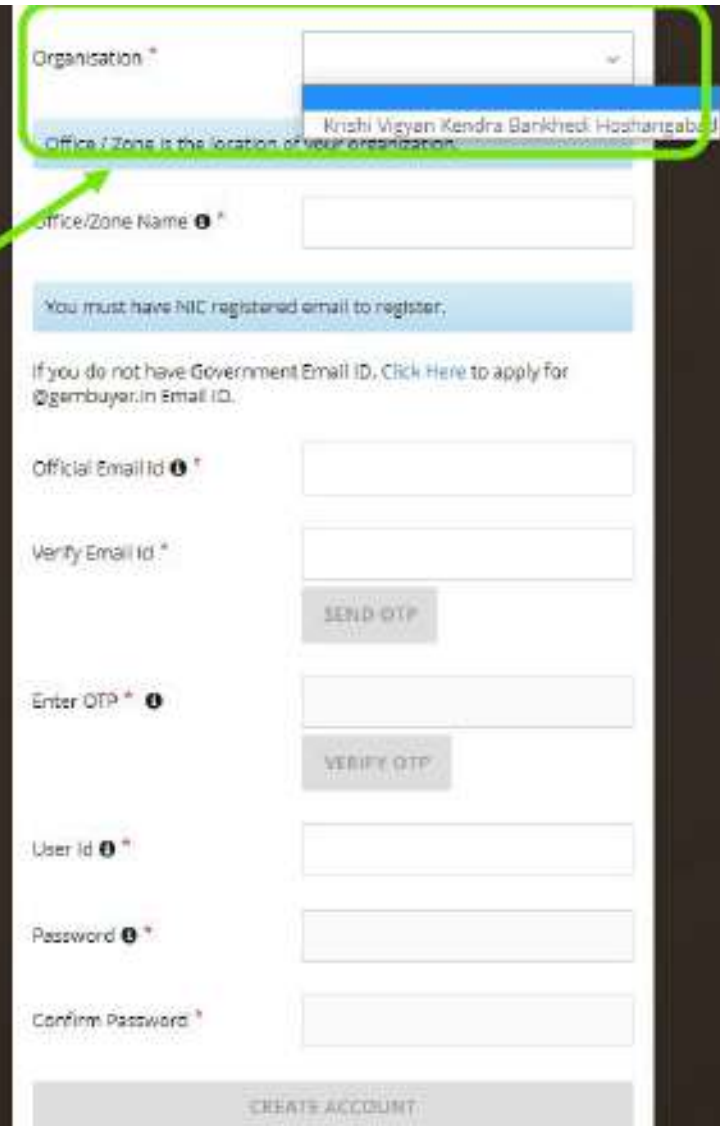


The screenshot shows a registration form with the following fields and options:

- Department ***: A dropdown menu is open, showing the following options:
 - Department of Agricultural Research and Education (DARE)
 - Department of Agriculture Cooperation and Farmers Welfare
 - Department of Animal Husbandry/Dairying and Fisheries
 - Genetics and Plant Breeding
 - ICAR** (highlighted in blue)
 - ICAR
 - ICAR ATARI Jabalpur
 - ICAR ATARI Kanpur
 - KRISHI VIGYAN KENDRA
 - Krishi Vigyan Kendra Sardarshahar Churu
- Organisation ***: A text input field.
- Office / Zone is the location of**: A text input field.
- Office/Zone Name ⓘ ***: A text input field.
- You must have NIC registered email to register.**: A blue informational banner.
- If you do not have Government Email ID, Click Here to apply for @gembuyer.in Email ID.**: A text instruction.
- Official Email Id ⓘ ***: A text input field.
- Verify Email Id ***: A text input field with a **SEND OTP** button below it.
- Enter OTP ⓘ ***: A text input field with a **VERIFY OTP** button below it.
- User Id ⓘ ***: A text input field.
- Password ⓘ ***: A text input field.

Select organization from the drop down list

Select your organisation from the drop down list.



Organisation *

Krishi Vigyan Kendra Bankheek Hoshangabad

Office / Zone is the location of your organization.

Office/Zone Name *

You must have NIC registered email to register.

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

Official Email Id *

Verify Email Id *

SEND OTP

Enter OTP *

VERIFY OTP

User Id *

Password *

Confirm Password *

CREATE ACCOUNT

Fill in the office/zone name.

Last Name

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

Organization Type *

Central PSU

Ministry *

Ministry of Agriculture and Farm

Department *

ICAR

Organization *

Krishi Vigyan Kendra Bankhed

Office / Zone is the location of your organisation.

Office/Zone Name *

You must have NIC-registered email to register.

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

Official Email Id *

Verify Email Id *

SEND OTP

Fill in the Office/Zone name.

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

Click here to request for a new organization hierarchy, if you do not find your organization hierarchy in the dropdown list below.

Organisation Type *

Office/Zone Name ⓘ *

You must have NIC registered email to register.

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

Official Email Id ⓘ *

Verify Email Id *

SEND OTP

Enter OTP ⓘ *

VERIFY OTP

User Id ⓘ *

Verify your E-mail ID with the OTP.

Office/Zone Name  *

ABCXYZ

You must have NIC registered email to register.

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

Official Email Id  *

abc.xyz@nic


Verify Email Id *

SEND OTP

Please confirm email id.

Enter OTP  *

VERIFY OTP

User Id  *

Password  *

Confirm Password *

Please read the rules and guidelines carefully

The details below refer to the requirement of GeM Buyer E-Mail ID for the Primary User (HOD) and Verifying Authority (VA).

Case 1: The organisation having NIC hosted email services for example email id having suffix as @gov.in/@nic.in or any other NIC hosted email domain shall not be required to get @gembuyer.in email ID. The User can register as Head of organisation(HOD)/Primary User on the GeM portal using his email id.

Case 2: In case an organisation operates its organization email services which is not on NIC, following options are available::

1. Organizations can migrate their email service to NIC. A migration request can be sent to support@gov.in with required details, NIC team will respond with the process to be followed.
2. Alternatively designated Verifying Authority from the organization can apply for @gembuyer.in email id for Verifying Authority (VA) and HOD by sending an email to gemappllicant@gem.gov.in from his official email ID.

The details required from Verifying Authority should be mentioned on the official letter head duly signed and stamped, a scanned copy of the same should be sent using his official email id.


- 1) **Statement** - Primary User's Organisation is not eligible to get @gov.in/nic.in ID for its personnel.
- 2) **url of Organization** of the proposed Primary user:
- 3) **Name**
(In case the person has Middle name also then it can be mentioned along with First Name)
- 4) **Current Designation:**
- 5) **Official email id:**
(Please provide official e-mail ID. The id like yahoo/ gmail is not accepted)

Please read the rules and guidelines carefully.




Put the user ID of your eGramSwaraj.

After email verification is done, create your User ID and Password here. It is advised that create your user ID according to your designation or department, because once created, user ID cannot be edited.

Office/Zone Name  *


You must have NIC registered email to register.


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


Official Email Id  *

Verify Email Id *

Please confirm email id.

Enter OTP  *

User Id  *

Password  *

Confirm Password *

Note: User ID is your login ID through which you will be able to login into your account.

Please confirm you are the primary user/HoD?

YES

NO

Click 'Yes' to confirm
that you are the Primary
User or HoD.

REVIEW TERMS & CONDITIONS



I have read and agree to the Terms & Conditions of
Government e Marketplace (GEM)

CREATE ACCOUNT

Profile Updation- Primary User registration is not complete until the user completes his/her profile.



Shop By Category

All Categories



Kindly make your payments in time to avoid any



WELCOME TO GOVERNMENT E-MARKETPLACE

Just few more steps to complete your registration process!

Tell us about your Organisation

START HERE

Click here to update your organization details.

Organisation Address

Payment Method

Personal Information

Referral Verification

UP

Pincode *

State *

District *

Street Address *

6 digits

State

Counties

Kindly make your payments in time to avoid any administrative action on GeM.



Organisation Address

Payment Method

Personal Information

Referral Verification

UPDATE ADDRESS

Pincode *

110001

State *

DELHI

District *

Central Delhi

Street Address *

Parliament Street

Contact No.(Office)  *

011

45361211

Extension No.

Website URL *

www.ge.gov.in

SAVE

Click here to continue.

Organisation Address

Payment Method

• Personal Information

Referral Verification

Personal Information

First Name*

Last Name

Designation

Primary User

image.png

Name (As in PAN)

Organisation PAN

PAN is mandatory for Trainers

Organisation GSTIN

SAVE

Click here to proceed.

ABOUT GEM

Introduction to GEM

System

Right to Information

BI Analytics

NEWS & EVENTS

Newsroom

Gallery

Notifications

ECB Schedule

RESOURCES

GEM Handbook

OWS/Calendar

Terms and Conditions

Policy Manual

TRAINING

LMS

Training Calendar

Training Module

Facilities

NEED HELP ?

FAQs

Feedback

Raise a Ticket

Contact Us

Kindly make your payments in time to avoid any administrative action on GeM.



Organisation Address

Payment Method

Personal Information

Referral Verification

PAYMENT METHOD

Payment Method *

- PFMS: Central Government Civil Ministries using PFMS Payment Mode (Public Financial Management System)
- Others

SAVE

Click here to proceed.

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- Organisation Address
- Payment Method
- Personal Information
- Referral Verification**

Referral Verification

Competent Authority Details

Competent Authority Email:

Verifying Authority Details

Verifying authority is a person who verifies the details of the primary user. An officer of the same rank/grade rank lower than rank higher, can register as a verifying authority. He/she must have a gov.in/hrcc.in/govibuyer.in email ID.

Notification will be sent to the verifying authority who can reject the registration and the competent authority Email ID for notification.

First Name *	<input type="text"/>
Last Name *	<input type="text"/>
Email (official) * ⓘ	<input type="text"/>
Mobile (official) *	<input type="text"/>
Designation *	<input type="text"/>



Dear Sir / Madam,

This is to inform you that [REDACTED] has registered as a primary user on Government eMarketplace.

The details are as follows:

Ministry: DELHI

Department: Forest and Wildlife Department Delhi

Organisation: N/A

Office: GeM Delhi

If you have any concerns regarding the same, please reject the registration request within 48 hours by clicking on the deactivation link.

Please note, that post 48 hours the registration request would be auto approved on GeM.

[Deactivation link](#)

Regards,
Team GeM

Kindly make your payments in time to avoid any administrative action on GEM.

Thank you! Your registration request has been sent to the verifying authority for action.

OK

Click here to proceed.

NEXT

Shop by Category

All Categories



Congratulations!

DEAR **MEMBER**, YOUR PROFILE HAS BEEN SUCCESSFULLY UPDATED.

PROCEED

Click here to proceed.

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Primary User Registration Complete

Thanks

Steps to be followed for registration of Secondary User



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Secondary User Creation - Buyer

Open gem.gov.in and click on Login.



PRODUCTS SERVICES CONTENT

Looking for something on GeM?



Bids

Sign Up

Login

CATEGORIES

GeM Advantages

GeM Exclusive

FAQs

Contact Us

Rate a Seller

New on GeM



Shri Narendra Modi

Hon'ble Prime Minister of India

*" The crisis the world is facing today teaches us that way forward is -
Atmanirbhar Bharat (A self - reliant India) "*



Rich Listing of Products /
Services



Integrated Payment
System



Multiple Procurement
Modes



Transparency and
Ease of Selling



Ask GeMmy



Not Registered with GeM? Sign up to experience the Marketplace

Register as Buyer Register as Seller

Need help with your Login ?

- Raise a Ticket**
Agents and experts available on a single platform ready to help you
- Contact Us**
Email: helpdesk_gem[at]gov[dot]in
Call: 1-1800-419-3436 / 1-1800-102-3436 (8 am - 8 pm Mon to Sat)

Login in to Government e Marketplace | GeM

GeM User Id *

Type the characters in the box below. *

WQKSFG



Password shall be entered on next screen post successful GeM login ID and Captcha validation

Submit

Enter User ID, the Captcha text and click submit.

Not Registered with GeM ? Sign up to experience the Marketplace

 Register as Buyer

 Register as Seller

Need help with your Login ?

 Raise a Ticket

Agents and experts available on a single platform ready to

 Contact Us

Email: [helpdesk-geM\[at\]gov\[dot\]in](mailto:helpdesk-geM[at]gov[dot]in)

Call: 1-1800-419-3436 / 1-1800-102-3436 (8 am - 8 pm Mon to Sat)

Enter your
Password and
click here to
proceed.

Login in to Government e Marketplace | GeM

GeM User Id * 

Password 

Submit

Cancel

[Forgot your GeM password ?](#)

[Reset GeM Password](#)

Shop By Category

All Categories

Click on 'Users'
to create a
secondary user.

GeM facilitates procurement
for **Poshan Abhiyan**

Explore Now

**POSHAN
Abhiyaan**

PM's Overarching
Scheme for Public
Nutrition

सही पोषण - देश को
बढ़ावे



Products on GeM



As per the GeM terms and conditions, it is mandatory to have a nic.in or gov.in domain Email Id. In case if any of the user(Primary User, Buyer, Consignee, PAO/DDO OR competent authority) do not have the same, they can apply for GeM Buyer ID.



CATEGORIES

All Categories



NOTIFICATIONS



+ ADD SECONDARY USER

MANAGE POSTS

MANAGE DIVISIONS

CREATE GEM BUYER EMAIL ID

< GO BACK

Filter Search

Sl.No	Name	User Id	Posts	Roles	Division	Action
1	Ajay Kumar Rai	TESTDARSHAN13	TEST	BUYER,CONSIGNEE	akrai@gem.gov.in *****6625	

Click here to request a GeM Buyer ID for a secondary user.

☰ CATEGORIES

All Categories



NOTIFICATIONS



+ ADD SECONDARY USER

MANAGE POSTS

MANAGE DIVISIONS

CREATE GEM BUYER EMAIL ID

< GO BACK

Filter:

Search

Select division

All



Click on 'Manage Divisions' to add a user.

Sl.No	Name	User Id	Posts	Mobile	Division	Action	
1	Ajay Kumar Rai	TESTDARSHAN13	TEST	BUYER,CONSIGNEE	akral@gem.gov.in	*****6625	

Shop By Category ▼

All Categories ▼



Kindly make your payments in time to avoid any administrative action on GeM.

➕ NEW DIVISION

➕ ADD SECONDARY USER

Sl.No

Name

Address

State

Action

No D

Click here to proceed further.

Screen Clipping

Shop By Category

All Categories



Kindly make your payments in time to avoid any administrative action on GeM.

Fill in the information.

Divisions

Add Secondary User

Manage posts

Division Information

Address Same As Organisation

Division ^{*}

division

Pincode ^{*}

6 digits

State ^{*}

State

District ^{*}

District

Street Address ^{*}

GSTIN ^{*}

ADD

Shop By Category

All Categories



Kindly make your payments in time to avoid any administrative action on GeM.

Divisions

Add Secondary User

Manage posts

Division Information



Address Same As Organisation

Division *

Pincode *

State *

District *

Street Address *

GSTIN *



Division

110001

DELHI

Central Delhi

Parliament Street

ADD

Click on the checkbox
if the address is same
as of the organisation.

Shop By Category

All Categories



Kindly make your payments in time to avoid any administrative action on GeM.

Divisions

Add Secondary User

Manage posts

Division Information

Address Same As Organization

Division *

ADMIN

Pincode *

110001

State *

DELHI

District *

Central Delhi

Street Address *

Parliament Street

GSTIN *

ADD

Enter the Division name and click on 'Add' to proceed.

[Shop By Category](#)[All Categories](#)

Kindly make your payments in time to avoid any administrative action.

[Click here to proceed.](#)

[+ NEW DIVISION](#)[+ ADD SECONDARY USER](#)

Sl.No	Name	Address	State	Action
1	ADMIN	Parliament Street, Central Delhi, 110001	DELHI	Edit Deactivate

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24,996 Visitors

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Shop By Category

All Categories



Kindly make your payment

Click on 'Manage Post' to proceed.

Divisions

New division

Manage posts

Administrative Secondary School

Post

Select post

CREATE ROLES

No vacant posts

invite Email ID

SUBMIT

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24,996 Visitors

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Shop By Category

All Categories



Kindly make your payments in time to avoid any administrative action on GeM.

DELHI : POST MANAGEMENT

Enter the designation.

ADD USER

Create Roles

Designation *

Name

Divisions*

Select

Select Roles*

Select

Roles

User id *

Official Email *

Email as gov/tnic/indgenbuyer.in

Apply for @genbuyer.in Email ID

Shop By Category

All Categories



Kindly make your payments in time to avoid any administrative action on GeM.

DELHI : POST MANAGEMENT

Select the division from
the drop down list.

ADD USER

Create Roles

Designation *

Supritendent

Divisions*

Delhi

Select

ORG

Delhi

DIVISION

ADMIN

Select Roles*

Roles

User Id *

Official Email *

Email as gov.in/nic.in/gembuyer.in

Apply for @gembuyer.in Email ID

Shop By Category

All Categories



Kindly make your payments in time to avoid any administrative action on GeM.

DELHI : POST MANAGEMENT

ADD USER

Create Roles

Designation *

Supritendent

Divisions?

Delhi

Select Roles*

2 Checked

- BUYER
- CONSIGNEE

Roles

User Id *

Official Email *

Select the roles to be assigned.

ADD USER

Create Roles

Designation ⓘ*

Supritendent

Divisions*

Delhi

Select Roles*

2 Checked

Roles

BUYER,CONSIGNEE

User Id ⓘ*

dgm2@111

Official Email ⓘ*

dgm2@gembuyer.in

Apply for @gembuyer.in Email ID

Contact No.(Office) ⓘ

STD code Office

Action

ADD POST

Click here to Submit the request.

Create Roles

Designation *****

Name

Division*

Select

Select Roles*

Select

Roles

User Id *****

Please enter user id.

Official Email *****

Email as gov.in/hic.vjgembuyer.in

Please enter email id.

Apply for @gembuyer.in Email ID

Contact No.(Office) *****

STD code

Office Contact No.

Extension No.

Action

ADD POST

Posts

Sl.No	POST NAME	USER ID	EMAIL	ROLES	USER	STATUS	ACTION
1	Primary User	dgm@111	sai@gembuyer.in	HOD	Sandeep	Active	
2	Supritendent	dgm2@111	dgm2@gembuyer.in	BUYER,CONSIGNEE		Inactive	

To activate the account,
secondary user must
verify through the link
shared on their mail.

Dear Sir / Madam,

Your organisation's primary user, [REDACTED] Singh, has invited you to join as **PO** for **GeM Delhi** on Government eMarketplace (GeM).

To proceed further, kindly verify this invitation by clicking on 'verify me now'.

[Verify me Now](#)

Click here to verify
account creation.

Regards,
Team GeM

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

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User Account Activation

You have been invited by User

Organisation Details are as follows

Organisation Type :

State :

Department :

Organisation :

Office/Zone :

Division :

Official Email id *

usaipratzo@gem@gmail.com

Aadhaar Number *

Mobile number linked with AADHAAR *

VERIFY AADHAAR

- For Secondary user – you require the following before you can proceed:
 - Government email id – preferably designation based. In case of non availability of the same, you need to submit your request to GeM admin for creation of a GeM email buyer email id.
 - Aadhaar number.
 - Active Mobile number to which your Aadhaar is linked – for OTP purpose.
- We do not share your personal details.
- In case you want to rectify any of the details, you are required to get the same done through the primary user of your office.

OK

Click on 'Ok' to
continue.

User Account Activation Form

You have been invited by Udai Pratap Singh (training.gem@gem.gov.in) for the post of PO (roles - BUYER,CONSIGNEE)

Organisation Details are as follows

Organisation Type : State Government
State : DELHI
Department : Education Department Delhi
Organisation : N/A
Office/Zone : Gem delhi
Division : Purchase

Official Email Id *

udaipratapgem@gmail.com

Aadhaar Number *

Mobile number linked with AADHAAR *

VERIFY AADHAAR

Enter your
Aadhaar number
and your mobile
number linked to
your Aadhaar.

User Account Activation Form

You have been invited by Udai Pratap Singh (training.gem@gem.gov.in) for the post of PO (roles - BUYER, CONSIGNEE)

Organisation Details are as follows

Organisation Type : State Government
State : DELHI
Department : Education Department Delhi
Organisation : N/A
Office/Zone : Gem delhi
Division : Purchase

Official Email Id *

udaipratapgem@gmail.com

Aadhaar Number *

410097444060

Mobile number linked with AADHAAR *

9910231548

Click here to verify Aadhaar.

VERIFY AADHAAR

Mobile OTP Verification

Enter OTP *

Mobile : *****5630 | Email : om*****@gmail.com

Not received OTP in 451 mins?

RESEND

Verify

Please do not press back button while the aadhaar authentication is being processed.

Enter the OTP and click on
Verify to continue.

User Account Activation

You have been invited by User

Organisation Details are as follows

Organisation Type :

State :

Department : Education Department Delhi

Organisation : N/A

Office/Zone : Gem delhi

Division : Purchase

Official Email id *

Aadhaar Number * ✓

Mobile number linked with AADHAAR * ✓

First Name *

Last Name

Your Aadhaar and mobile number verification was successful. Please check your name as provided under Aadhaar. In case you want to rectify any of the information, you are required to get the same done with Aadhaar.

CLOSE

Click here to continue.

On successful verification of Aadhaar, system automatically captures your name.

Division :	Purchase
Official Email id *	<input type="text" value="udaipratapgemi@gmail.com"/>
Aadhaar Number *	<input type="text" value="325295638029"/> ✓
Mobile number linked with AADHAAR *	<input type="text" value="8588805630"/> ✓
First Name *	<input type="text" value="Anuda"/>
Last Name	<input type="text" value="Shukla"/>
User Id *	<input type="text" value="po1gem"/>
Password *	<input type="password"/>
Confirm Password *	<input type="password"/>

The user ID is created by the primary user. You would have to set up the password.



State : DELHI
Department : Education Department Delhi
Organisation : N/A
Office/Zone : Gem delhi
Division : Purchase

Official Email id *

Aadhaar Number * ✓

Mobile number linked with AADHAAR * ✓

First Name *

Last Name

**Click here to
activate account.**

Confirm Password *

CREATE ACCOUNT

Secondary User Registration Complete

Thanks