

## GeM Portal User Id Creation Request Form

1.	Name of Office / Branch Office			
2.	Office Address (with PIN Code) [* <b>Note</b> : PIN Code is mandatory in Address]			
3.	Office Phone No (with STD Code)			
4.	Designation of the Official			
5.	Name of the Official			
6.	GeM User Category (put tick mark) [* <b>Note</b> : Min 1 and Max 2 can be selected]	<b>Buyer</b>	<b>Consignee</b>	<b>DDO</b>
7.	Whether Govt. E-Mail id ( <b>gov.in</b> ) Exists for the Official ( <b>YES / NO</b> )			
8.	If Govt. E-Mail id Exists (please specify the email id)			
9.	Adhar No of the Official			
10.	Whether Adhar No is Linked with Mobile No for the Official ( <b>YES / NO</b> )			
11.	If Mobile Linked with Adhar (please specify Mobile No.)			