



**VLE Manual
For
NSIC's MSME Mart Subscription
Product
On Digital Seva Portal**

CSC

e-GOVERNANCE SERVICES INDIA LIMITED

CSC e-Governance Services India Limited

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NSIC offers Infomediary Services, which is one stop and a one-window bouquet of aids that will provide information on business, technology and finance, and also exhibit core competencies of Indian SMEs.

The corporation is offering services through its MSME Global Mart www.msmemart.com; which is a Business to Business (B2B) portal facilitating business services to MSMEs through digital interventions and Business to Customer (B2C) compliant web portal. Services are available through annual membership.

Membership Plans

Gold Membership (For units other than SC/ST) Validity : 01 Year	SC & ST Gold Membership (100% Subsidy for the 1st year & 80% on subsequent years For Renewal contact nearest NSIC Branch to avail Subsidy benefit)	Basic Membership (30 Days Free Trial) (Limited Services & Access after 30 days)
<ul style="list-style-type: none"> ✓ Country Specific Global Tender Notices from World Bank, United Nations, ILO etc. ✓ Product & Catalogue self management tool and online support ✓ Business Trade Leads (Buy/Sell) ✓ Self Web Development Tool ✓ Keyword generation for Search Engine Optimization ✓ Sector Specific domestic tender notices ✓ Online Buyers/ Seller Meet ✓ Product specific database search ✓ Virtual exhibition, product gallery ✓ Global Trade shows information ✓ Trust seal of NSIC members ✓ Enquiry management ✓ Buy/ Sell old Machinery ✓ Merger & Acquisitions ✓ Offer Franchisee/ Distributorship ✓ Price alert Watch ✓ Request for Quotations 	<ul style="list-style-type: none"> ✓ Country Specific Global Tender Notices from World Bank, United Nations, ILO etc. ✓ Product & Catalogue self management tool and online support ✓ Business Trade Leads (Buy/Sell) ✓ Self Web Development Tool ✓ Keyword generation for Search Engine Optimization ✓ Sector Specific domestic tender notices ✓ Online Buyers/ Seller Meet ✓ Product specific database search ✓ Virtual exhibition, product gallery ✓ Global Trade shows information ✓ Trust seal of NSIC members ✓ Enquiry management ✓ Buy/ Sell old Machinery ✓ Merger & Acquisitions ✓ Offer Franchisee/ Distributorship ✓ Price alert Watch ✓ Request for Quotations 	<ul style="list-style-type: none"> ✓ Product & Catalogue self management tool and online support ✓ Self Web Development Tool ✓ Product specific database search ✓ Virtual exhibition, product gallery ✓ Request for Quotation

Gold Membership Benefits:

- Country Specific Global Tender Notices from World Bank, UN, ILO etc
- Product & Catalogue self management tool and online support.
- Business Trade Leads (Buy/Sell)
- Self Web Development Tool
- Keyword generation for Search Engine Optimization
- Sector Specific domestic tender notices.
- Online Buyers/ Seller Meet.
- Product specific database search.
- Virtual exhibition, product gallery
- Global Trade shows information.
- Trust seal of NSIC members.
- Enquiry management.
- Buy/ Sell old Machinery
- Merger & Acquisitions
- Offer Franchisee / Distributorship
- Price Alert Watch
- Request for Quotation

Basic Membership Benefits:

- Product & Catalogue self management tool and online support.
- Self Web Development Tool
- Product specific database search
- Virtual exhibition, product gallery
- Request for Quotation

Queries and Clarification

<p>Helpline for VLEs VLEs must call only on the given numbers for service related matter or product related queries</p>	<p>Helpline for Applicants For Queries related to MSME Mart Subscription Status for Applicant:</p>
<p>Email: helpdesk@csc.gov.in Toll Free Number-1800-121-3468</p>	<p>Toll Free: 1800-111-955 Direct: 011-26382032 011-26926275- Ext-273 Email: info@msmemart.com</p>

Infographics:



The National Small Industries Corporation Ltd.
(A Govt. of India Enterprise)

BASIC MEMBERSHIP FOR ALL
(LIMITED FUNCTIONALITY WITH FULL BENEFITS FOR LIMITED PERIOD)

Get Business & Grow Through MSME MART

One stop solution to all your business needs





MSME
Global Mart
Powered by NSIC

Create Your Company's Web page in minutes



Keywords based unlimited Tender Alert



Display Products & Services 24X7



Trade Leads



Connect with Buyers and Suppliers



Request for quotation



Franchise & Distributorship Opportunities



Information on events and Exhibitions



No fee for VLEs taking for themselves

Basic Membership
30 Days Free Trial
@ ₹35.4/-

Fees to be paid by MSME unit
₹ 35.40/-

CSC commission ₹35.40

Join today as Gold Member and grow your business

FREE

For SC/ST Entrepreneur under subsidy from National SC ST Hub under Ministry of MSME's, Govt. of India

For more information visit www.msmemart.com OR
Login to Buy Membership: <http://www.csc.msmemart.com>

Toll free - 1800-111-955
Dir - 011-26382032

011-26926275 - Ext-273
✉ info@msmemart.com



The National Small Industries Corporation Ltd.
(A Govt. of India Enterprise)



MSME MART GOLD MEMBERSHIP SCHEME FOR SC ST MSME UNITS

Get Business & Grow Through MSME MART

One stop solution to all your business needs



SC & ST Gold Membership
(Only for SC/ST units seeking subsidy)
@ ₹0/-

Fees to be paid by MSME unit
₹ 0/-
CSC commission ₹100

Join today as Gold Member and grow your business

For SC/ST Entrepreneur under subsidy from National SC ST Hub under Ministry of MSME's, Govt. of India

FREE

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✉ info@msmemart.com



The National Small Industries Corporation Ltd.
(A Govt. of India Enterprise)



SPECIAL PROMOTIONAL OFFER FOR MSME MART GOLD MEMBERSHIP SCHEME

Valid Till 31st March 2020

Get Business & Grow Through MSME MART

One stop solution to all your business needs



Gold Membership

(For other than SC/ST)

SPECIAL PROMOTIONAL OFFER @ ₹3000/- Plus GST

Fees to be paid by MSME unit

3000 + GST = ₹ 3540/-

CSC commission ₹100

Join today as Gold Member and grow your business

FREE For SC/ST Entrepreneur under subsidy from National SC ST Hub under Ministry of MSME's, Govt. of India

For more information visit www.msmemart.com OR
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The National Small Industries Corporation Ltd.
(A Govt. of India Enterprise)



MSME MART GOLD MEMBERSHIP SCHEME

Get Business & Grow Through MSME MART

One stop solution to all your business needs



Gold Membership
(For units other than SC/ST)
@ ₹6000/-
Plus GST

Fees to be paid by MSME unit
6000 + GST = ₹ 7080/-
CSC commission ₹100

Join today as Gold Member and grow your business

FREE

For SC/ST Entrepreneur under subsidy from National SC ST Hub under Ministry of MSME's, Govt. of India

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Login to Buy Membership: <http://www.csc.msmemart.com>

Toll free - 1800-111-955
Dir - 011-26382032

011-26926275 - Ext-273
✉ info@msmemart.com



The National Small Industries Corporation Ltd.
(A Govt. of India Enterprise)

SPECIAL OFFER FOR CSC SPV VLEs TO AVAIL MSME MART GOLD MEMBERSHIP
(84% Discount for VLEs ONLY)

Get Business & Grow Through MSME MART

One stop solution to all your business needs



VLE Personal
Gold Membership
@ ₹ 1000/-
Plus GST

Fees to be paid by VLE
1000 + GST = ₹ 1080/-
VLE Discount 84%
CSC commission ₹0

Join today as Gold Member and grow your business

FREE

For SC/ST Entrepreneur under subsidy from National SC ST Hub under Ministry of MSME's, Govt. of India

For more information visit www.msmemart.com OR
Login to Buy Membership: <http://www.csc.msmemart.com>

Toll free - 1800-111-955
Dir - 011-26382032

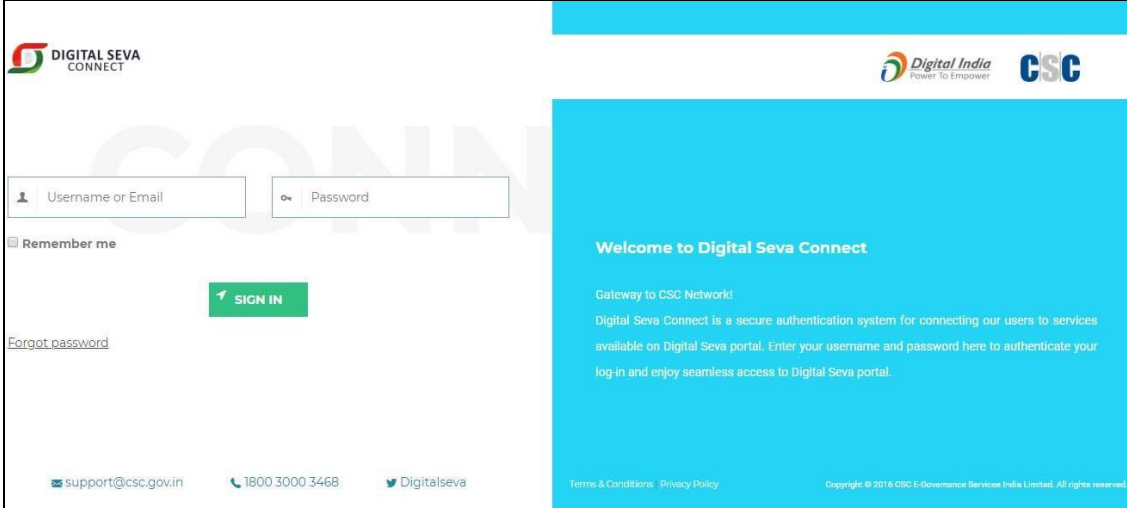
011-26926275 - Ext-273
✉ info@msmemart.com

Application Process:

Login

Go to Home Page of the website (<https://digitalseva.csc.gov.in/>), and login using valid credentials

- Browse the URL
- Login Page is displayed.
- Enter the valid credentials i.e. USE ID & password



DIGITAL SEVA CONNECT

Digital India
Power To Empower

CSC

Username or Email

Password

Remember me

SIGN IN

[Forgot password](#)

support@csc.gov.in | 1800 3000 3468 | [Digitalseva](#)

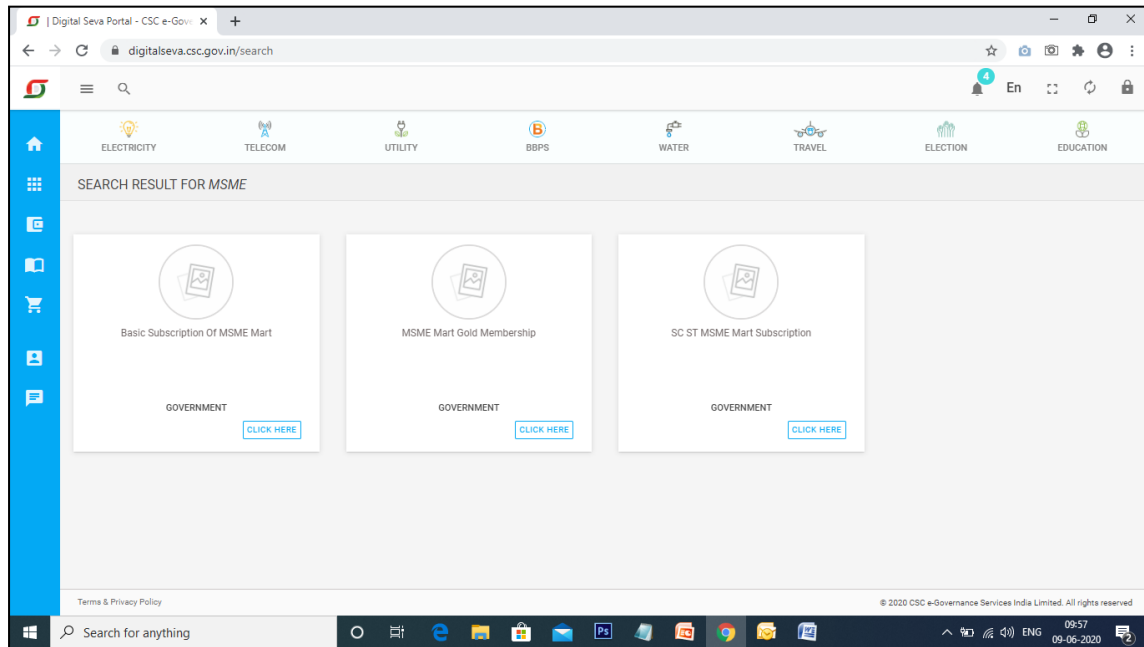
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After successful Login – type “MSME” in the Search box

The following Three Products are displayed:

1. Basic subscription for MSME Mart
2. MSME Mart Gold Membership
3. SC / ST MSME Mart Subscription

There is a 4th product – VLE Personal Subscription for Gold Membership that will be displayed on searching for “VLE Personal Subscription”



Clicking on “Click Here” for any plan will redirect to the MSME Mart Member Registration Page

Member Registration



MAIN NAVIGATION

- Dashboard
- Member Registration
- ST-SC Members
- Member Details
- Reports

MSME Global Mart Powered by NSIC

Ministry of Micro, Small and Medium Enterprises Government of India

Welcome 500100100013 Logout

Members Registration

- Gold Membership (For units other than SC/ST) [Click Here!](#)
- SC & ST Gold Membership (Only for SC/ST units seeking subsidy) [Click Here!](#)
- Basic Membership (7 Days Free Trial) (Limited Services & Access after 7 days) [Click Here!](#)
- VLE Personal Subscription For Gold Membership [Click Here!](#)

Basic Membership has full access to all services for **30 DAYS.**

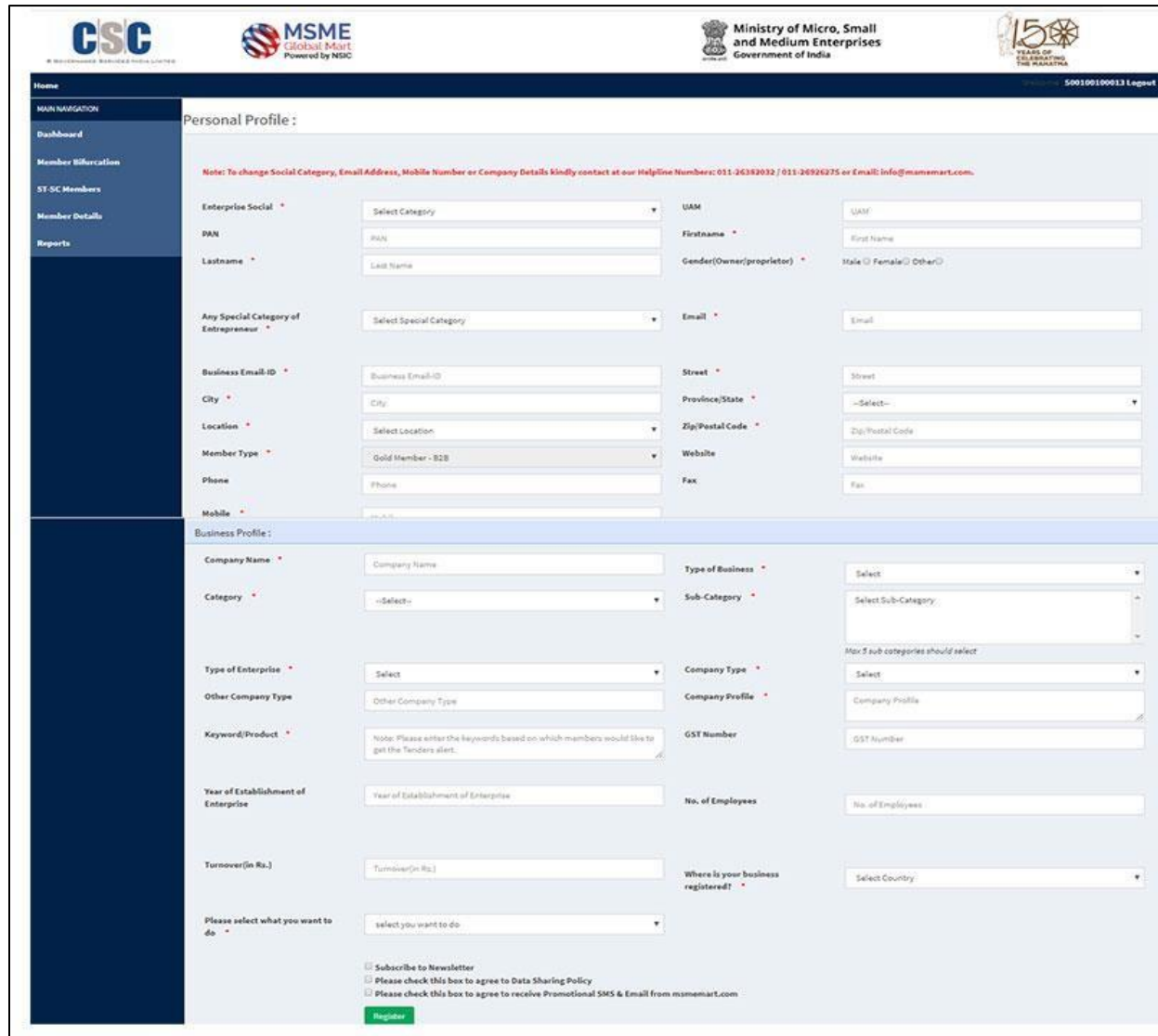
Copyright © 2018 CSC e-Governance LTD. All rights reserved Version 2.4.0

There are four product displayed for VLE .

- MSME Mart Gold Membership (For units other than SC/ST)
- SC & ST Gold Membership (Only for SC/ST units seeking subsidy)
- Basic Membership (30 Days Free Trial) (Limited Services & Access after 30 days)
- VLE Personal Subscription for Gold Membership

Gold member registration

- Click on Gold Membership
- Gold Member Registration is displayed.



Personal Profile :

Note: To change Social Category, Email Address, Mobile Number or Company Details kindly contact at our HelpLine Numbers: 011-26382032 / 011-26926275 or Email: info@mamamart.com.

Enterprise Social * UAM

PAN Firstname *

Lastname * Gender(Owner/proprietor) * Male Female Other

Any Special Category of Entrepreneur * Email *

Business Email-ID * Street *

City * Province/State *

Location * Zip/Postal Code *

Member Type * Website

Phone Fax

Mobile *

Business Profile :

Company Name * Type of Business *

Category * Sub-Category *

Type of Enterprise * Max 3 sub categories should select

Other Company Type Company Type *

Keyword/Product * Company Profile

Year of Establishment of Enterprise GST Number

Turnover (in Rs.) No. of Employees

Please select what you want to do * Where is your business registered? *

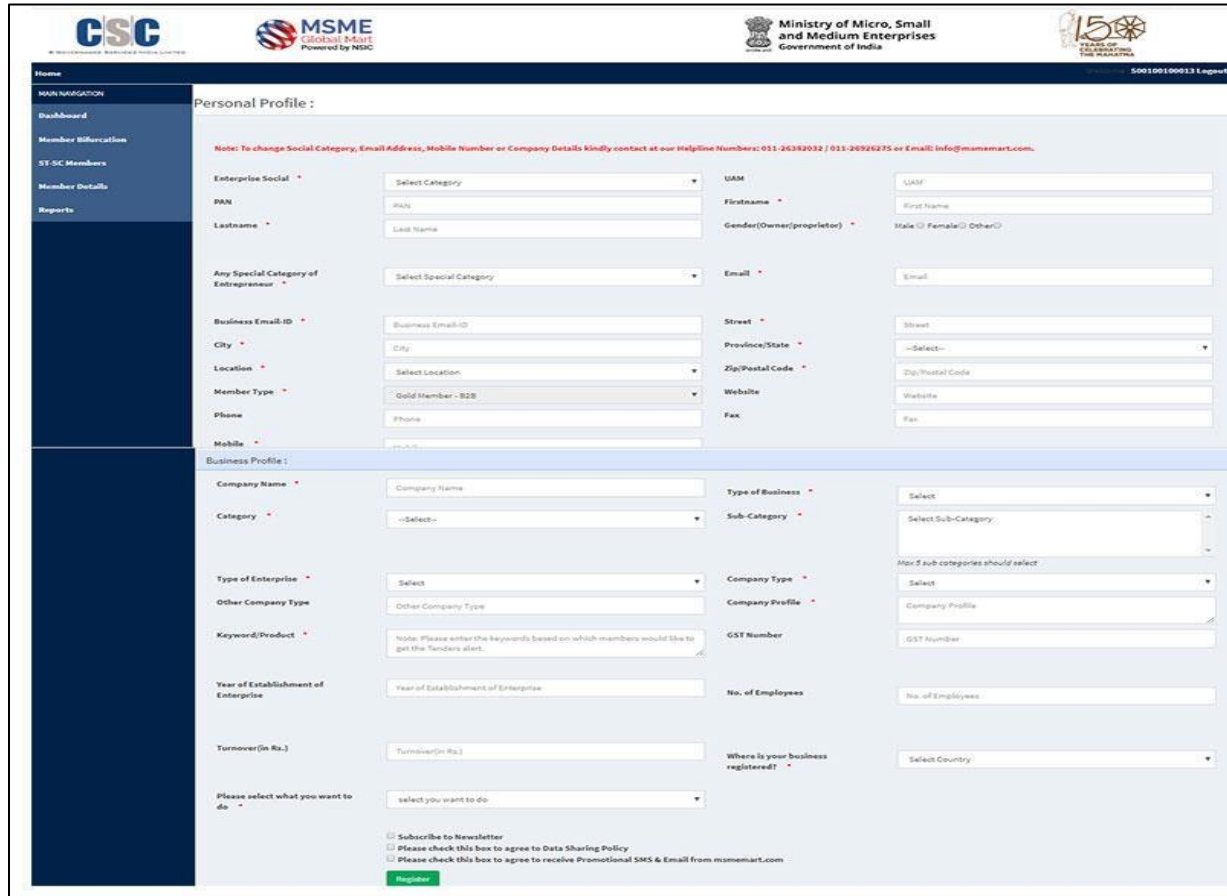
Subscribe to Newsletter
 Please check this box to agree to Data Sharing Policy
 Please check this box to agree to receive Promotional SMS & Email from mamamart.com

Register with personal profile details and business profile details

VLE Personal Subscription For Gold Membership

- Click on VLE Personal Subscription
- VLE Personal Subscription is Displayed.

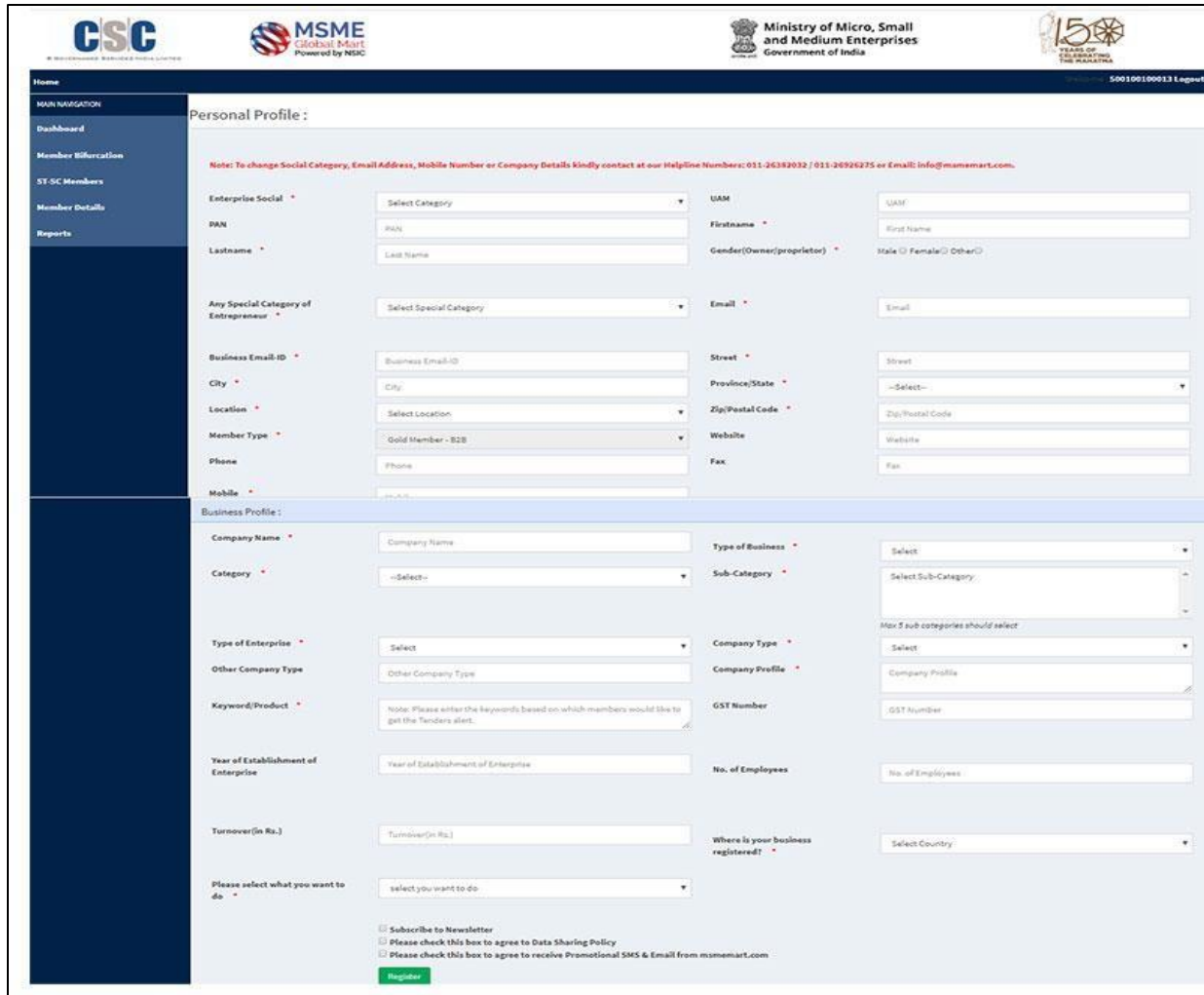
Register with personal profile details and business profile details.



The screenshot shows the registration form for VLE Personal Subscription. The form is divided into two main sections: Personal Profile and Business Profile. The Personal Profile section includes fields for Enterprise Social, PAN, Lastname, Any Special Category of Entrepreneur, Business Email ID, City, Location, Member Type, Phone, and Mobile. The Business Profile section includes fields for Company Name, Category, Type of Enterprise, Other Company Type, Keyword/Product, Year of Establishment of Enterprise, Turnover (in Rs.), Please select what you want to do, Type of Business, Sub-Category, Company Type, Company Profile, GST Number, No. of Employees, and Where is your business registered?. There are also checkboxes for 'Subscribe to Newsletter', 'Please check this box to agree to Data Sharing Policy', and 'Please check this box to agree to receive Promotional SMS & Email from mamsmart.com'. A 'Register' button is located at the bottom of the form.

Basic Membership (30 Days Full Access for Free)

- Click on Basic Membership
- Basic Membership Subscription is Displayed.



The screenshot displays the registration form for Basic Membership on the CSC MSME Global Mart website. The form is divided into two main sections: Personal Profile and Business Profile.

Personal Profile:

- Enterprise Social:** Select Category (dropdown), PAN (text), Lastname (text).
- UAM:** UAM (text), Firstname (text), Gender (Owner/proprietor) (radio buttons), State (dropdown), Female (checkbox), Other (checkbox).
- Any Special Category of Entrepreneur:** Select Special Category (dropdown), Email (text).
- Business Email-ID:** Business Email-ID (text), Street (text), Province/State (dropdown), Zip/Postal Code (text).
- City:** City (text), Member Type (dropdown, Gold Member - B2B selected), Website (text).
- Location:** Select Location (dropdown), Phone (text), Fax (text).
- Mobile:** Mobile (text).

Business Profile:

- Company Name:** Company Name (text), Type of Business (dropdown), Sub-Category (dropdown).
- Category:** --Select-- (dropdown), Max 5 sub categories should select (text).
- Type of Enterprise:** Select (dropdown), Company Type (dropdown), Company Profile (text area).
- Other Company Type:** Other Company Type (text), GST Number (text).
- Keyword/Product:** Note: Please enter the keywords based on which members would like to get the Tenders alert. (text area).
- Year of Establishment of Enterprise:** Year of Establishment of Enterprise (text), No. of Employees (text).
- Turnover (in Rs.):** Turnover (in Rs.) (text), Where is your business registered? (dropdown, Select Country).
- Please select what you want to do:** select you want to do (dropdown).

At the bottom of the form, there are checkboxes for:

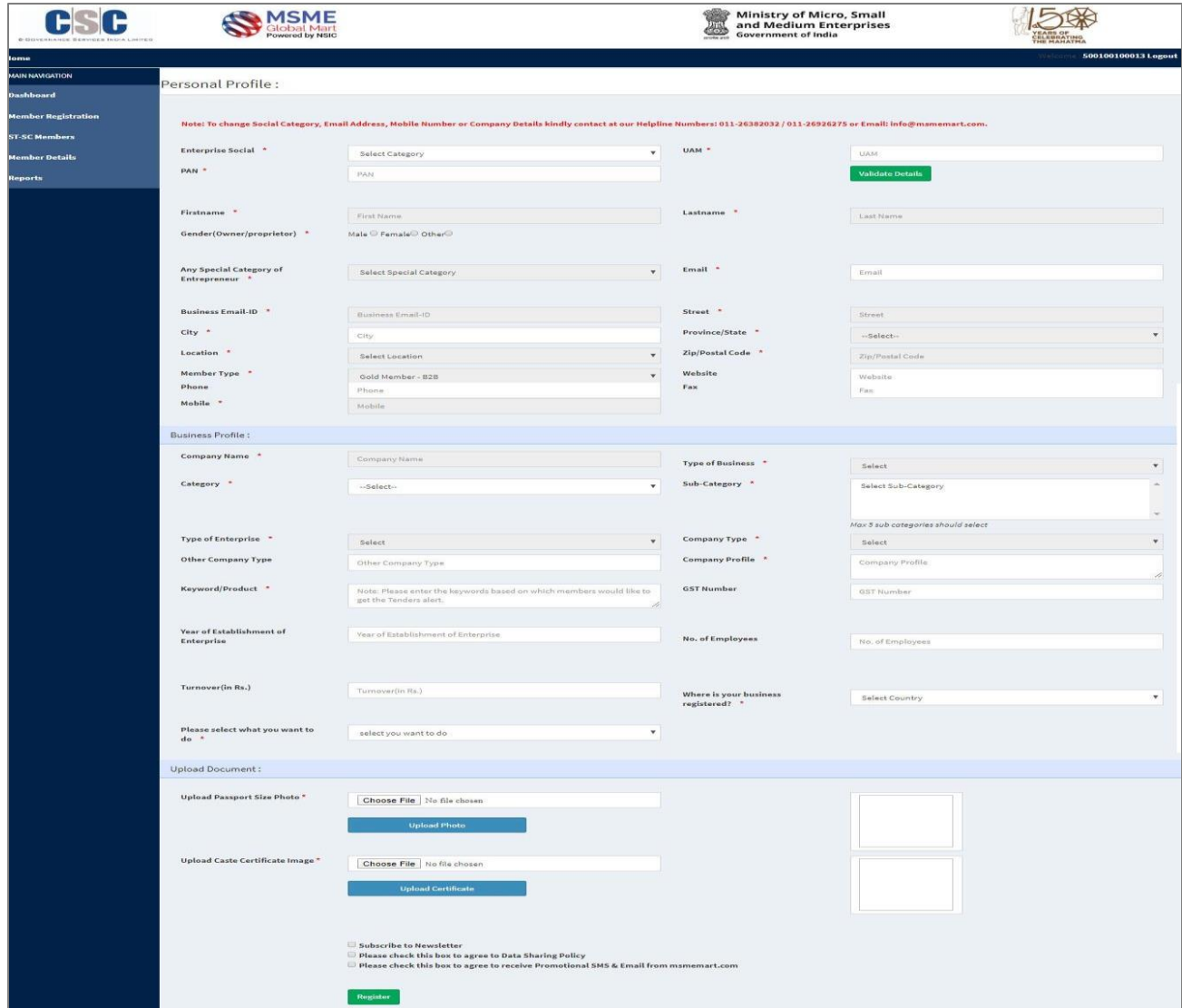
- Subscribe to Newsletter
- Please check this box to agree to Data Sharing Policy
- Please check this box to agree to receive Promotional SMS & Email from msmemart.com

 A green Register button is located at the bottom right.

Register with personal profile details and business profile details.

SC & ST Gold Membership (Only for SC/ST units seeking subsidy including SC ST VLEs)

- Click on SC & ST Gold Membership
- SC & ST Gold Membership Subscription is Displayed.



Following is mandatory (as a part of policy) for the SC-ST units willing to avail the subsidy.

1. UAM registration – To be inputted in the portal by the VLE during the registration and validate. (mandatory for SC ST Category only)
2. Entry in MSME databank
3. PAN no. – To be inputted in the portal by the VLE during the registration and validate. (mandatory for SC ST Category only)
4. Self-attested copy of certificate of social category – To be uploaded in the portal by the VLE during the registration (in case of SC ST where fee is zero)
5. Passport size photo of the owner – To be uploaded in the portal by the VLE during the



registration



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