



TENDER SUPPORTS SERVICES



**BID YOUR TENDER
& WIN YOUR SUCCESS**

About Us

Tender Supports Services - Choosing a company name is the first step in developing a strong identity and brand.



Tender Supports Services - The name of our company communicates clearly about our business profile that what we do. Our company name is a name that which reflect our business profile and easy to understand our client..

Our team has highly dedicated persons who assist us towards standing at par with various situations of absolute excellence. Our teams play the most important role behind our success. with a number of in-house consultants and associate partners, we offer an unique knowledge. Our tried and tested tendering process can be transferred across all sectors and industries

List Of Department

We Bid Tenders for More then **10,000+** Department



Many More ..

Why Us

It is very important to do any work with Perfection and 95% of the work can do by follow the Perfect Process.

That is why; we at Tender Supports Services have set up a perfect systematic process that is develop to improve your business at every step of your crucial tender-bidding journey. Our team and management has mastered in the skill of procuring and managing tenders,

Whatever the sector or products, you are dealing in, the process of bidding are highly competitive, complex and time consuming. We help you to process your bidding with simple and easy steps with less time consuming.

We understand the steps of tender submission process and we work as per the process that saves your time and efforts.

There are number of reasons to choose Tender Supports Services:-

The most common reasons are:

- ◆ To Maximize Quality Score and Seek Improvements
- ◆ Easy Documentation Process
- ◆ Tender / Bid Summary
- ◆ Tender / Bid Submission
- ◆ Lack of Time or Daily Work Routine getting in stuck the way
- ◆ Lack of Internal Resources / Required Knowledge
- ◆ To Improve Win Rates
- ◆ To get the right tender information
- ◆ Bid Strategy
- ◆ Training and Development

Benefits

1 Entire bidding process takes place at a competitive rate, which is less than a company would pay as a salary

2 One stop solutions for your all your needs for tendering.

3 24/7 Working

4 Expand your business, supplies and services by bidding your more tenders with Tender Support

Our Services



**GeM Vendor
Registration**



**Catalogue
Creation**



**Tender
Summary**



**Tender
Submission**



**Tender
Result**



**Tender
Order
Management**



**Invoice
Updation
on GeM**



**Catalogue
Management**



**OEM Panel
Management**



**Tender
Training
(Offline / Online)**

WHAT PEOPLE SAYS?

1000+ Satisfied Customers

Impressive Response and coordination done by Tender Support Services. Thanks, Keep it up!



Tender Supports Services regarding Tender Order Management is very good for handling their customer and we wanted to the same service in the future.

We requestd TSS to submit tender for our organization. I glad to see the response and service provided by Tender Support Services

Registration Steps & Our Services

For Government E Marketplace (GeM):

Creating User ID and Password

Profile Creation

TAX Assessment

Vender Assessment /Exemption

Brand Approval



Invoice Generation

Stock Updation

Bid Submission

Ongoing Bids Information

Catalogue Upload (Product/Service)



GeM Advantages For Sellers

Direct Access To Government Department & Psus

Easy Access To Participate In Bids/reverse Auction

Seller Friendly Dashboard For Monitoring Supplies & Payments

Dynamic Pricing- Price Can Be Changed Based On Market Conditions

Fully online, paperless and contact less platform

Sell Anywhere In India

Auto Notifications For Bid Participation In Your Category

Faster Payments Great Transparency & Ease Of Selling

Document Required for

Vendor Registration on GeM:

1. Income Tax Return
2. Adhaar Card of Authorize person
3. Mobile Number Link with Adhaar Card.
4. PAN Card (Individual & Company).
5. GST Registration Certificate.
6. Udyam Adhaar Memorandum. – MSME
7. Cancel Cheque.
8. For Reseller Panel – Authorization Certificate or OEM Authorization code
9. For OEM Panel Registration – NSIC / Unique Certification Code (UCC) issued by DRDO / OFB / SITRA
10. Trademark Certificate – Registered (OEM/Application*)



*In the case whereby, OEM has already applied for Trademark, we would require an undertaking in order to obtain Brand Approval.

All Sellers on GeM will be required to deposit a one-time amount Under as caution Money



*Caution Money Subject to Change

Flow Chart

TENDER ALERT

Interested Tenders sent to Tender Supports Services Team

Detail Study of Tender

Short summary of selected Tender

Tender Description

Tender Value

Critical Dates

Fee Details

Eligibility Criteria

Price Bid / BOQ

Payment Terms

Delivery Terms

Penalty Terms

FINAL SELECTION OF TENDER

Online Tender

Offline Tender

Pre-bid Query Response / Bid Query Response

Online Tender Bid Successful

Bid Document Sent through Courier / speed post Successfully

TENDER OPENING

Technical Bid Evaluation
(100% Guaranteed Clearance)

Financial Bid evaluation Based on price
given by vendor / client

Selection based on Lowest Bid (L1 Bidder)

If Not L1

EMD Refund Follow Up

If L1

Purchase Order Follow up &
Payment Follow up

Difference between Tender Supports Services v/s others?

Particular	TSS	Others	In-House
Dedicated Account Manager	✓	✓	✗
Tender Expert & Communication In-charge	✓	✗	✗
Tender Summary Document	✓	✓	✗
Record of Tender Documentation	✓	✓	✓
Query Response Management	✓	✗	✓
DSC Mapping	✓	✓	✗
Technical Support for Browser Setting as per Tender Portal	✓	✗	✗
EMD Follow-up	✓	✗	✓
PO and Payment Follow-up	✓	✗	✗
OEM Panel Management	✓	✗	✗
Catalouge Management	✓	✗	✗
Stock Record for GeM	✓	✗	✗
Tender Training	✓	✗	✗
Order Record Management	✓	✗	✗
Vendor Registration	✓	✗	✗
Payment, EMD and PBG Followup	✓	✗	✗
Invoice Generation on GeM	✓	✗	✗



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