

User Manual – eMSME BAZAAR

How to fill and upload information about Product/Services

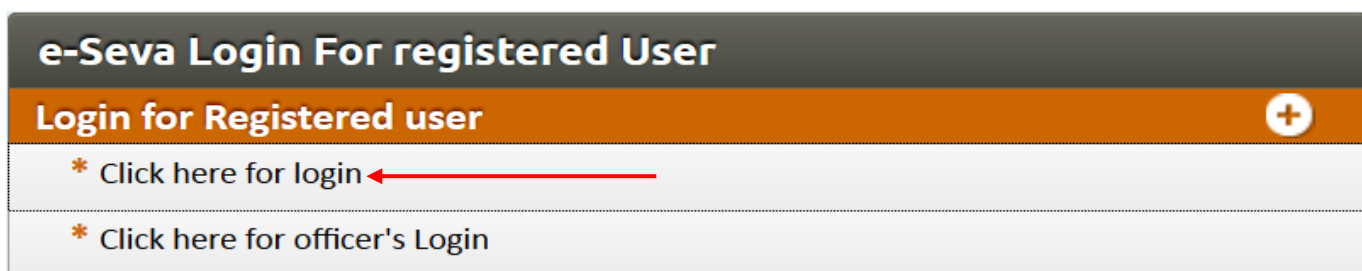
Go to the website www.msmeodisha.gov.in

Click on e-MSME SEVA



It will be redirect to the eMSME Seva landing page.

Click on Click here for Login.



It will be redirect to the Login page.

LOGIN FOR REGISTERED USERS	
**' Marked Fields are Mandatory.	
>> USER ID **	<input type="text"/>
>> PASSWORD **	<input type="password"/>
>> IMAGE CODE	<input type="text"/>
>>	Enter code as shown below
>>	
>>	<input type="button" value="LOG IN"/> <input type="button" value="RESET"/>
>>	For Forgot Password, Click here

Give the user id and password and click on Log In.

It will be redirect to Entrepreneur Dashboard.

Welcome to Entrepreneur Dashboard USER ID : 36129723 Home Change Password Log Out

Profile

- 1. View Profile

HELP DESK

- 1. Help Desk

Order Status

- Orders

Online Services

- MSME BAZAAR**
 - 1. Promote your Products/Services
- SUBSIDY**
 - 1. Apply For Subsidy

Status

- STATUS ON EM-I**
 - 1. EM-I STATUS
 - 2. ACKNOWLEDGEMENT
- STATUS ON EM-II**
 - 1. EM-II STATUS
 - 2. ACKNOWLEDGEMENT
- STATUS ON SUBSIDY**
 - 1. CIS STATUS

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Click on Promote your Products/Services under MSME BAZAAR.

It will be redirect to product upload page.

Welcome to Entrepreneur Dashboard USER ID : 36129723 Home Change Password Log Out

UPDATE PRODUCT INFORMATION

1. Name of the Product/Service
2. Unit of the Product/Service for Selling
3. Max Retail Price(MRP)
4. Best Selling Price on Condition
5. Condition Details
6. Minimum Order Quantity
7. Approximate Delivery Period
Quantity:
Day :
8. Description of the Product/Service
9. Specification of the Product/Service
10. Upload Image for the Product/Service
 No file selected.

The products and services upload into this website is purely correct.

Note: Charges will be made as per Image Size of your Product





Size in Kb	Price Charged(Rs/Financial Year)
Up to 1024 Kb	100
1024 Kb- 2048 Kb	200
2048 Kb- 3072 Kb	300
3072 Kb- 4096 Kb	400
4096 Kb- 5120 Kb	500

Start filling the product/services information by the entrepreneur in the following steps:

1. Type Name of the Product/Service.
2. Type unit of the Product/Service in which unit the product should be sold.
3. Enter Maximum Retail Price (MRP) of the Product/Service.

4. Enter Best Selling Price of the Product/Service if any. This field is optional. Entrepreneur may or may not fill this field.
5. Type in which condition the best selling price is available.
6. Type minimum order quantity.
7. Type Approximate Delivery Period of Product/Services i.e. in Quantity and Day.
8. Enter Description of the Product/Service.
9. Enter Specification of the Product/Service.
10. Upload Image for the Product/Service.
11. Click on Update Product Details to submit the detail information of Product/Service.

After click on Update Product Details the product is shown as

SI	Product Name	Description	Unit Price	Image	Size (Kb)	Price (Rs/Year)	Action
1	EFFLUENT TREATMENT PLANT	Effluent Treatment Plant is mainly used in Industrial Waste Water Treatment purpose, which is mandatory for every industrial sectors as per the guidelines of Central Pollution Control Board, New Delhi & State Pollution Control Board, Odisha	1000000.00		8	100	
2	SEWAGE TREATMENT PLANT	Sewage Treatment Plant is mainly used in domestic Waste Water Treatment purpose, which is mandatory for Hotels, hospitals, colleges and Apartments as per the guidelines of Central Pollution Control Board, New Delhi & State Pollution Control Board, Odisha	2000000.00		290	100	
							Wait for Approval

The product will be approved by the director and the cost will calculate automatically.

Approve or Reject status will show to entrepreneur and entrepreneur should pay the required amount.



DEPARTMENT OF MICRO, SMALL & MEDIUM ENTERPRISE

Government of Odisha

MAKE PAYMENT

1.	Total No. of Product	2
2.	Total Amount	200

Confirm to Pay

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After success payment against a product/service this will show in the showcase.

Order Processing by Entrepreneur

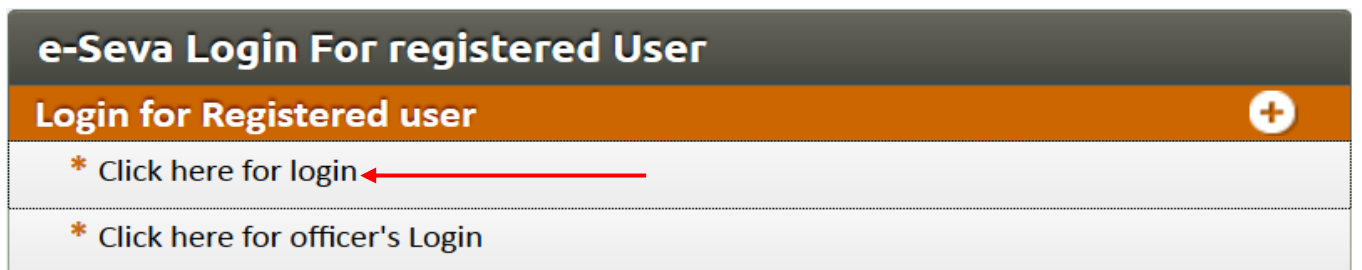
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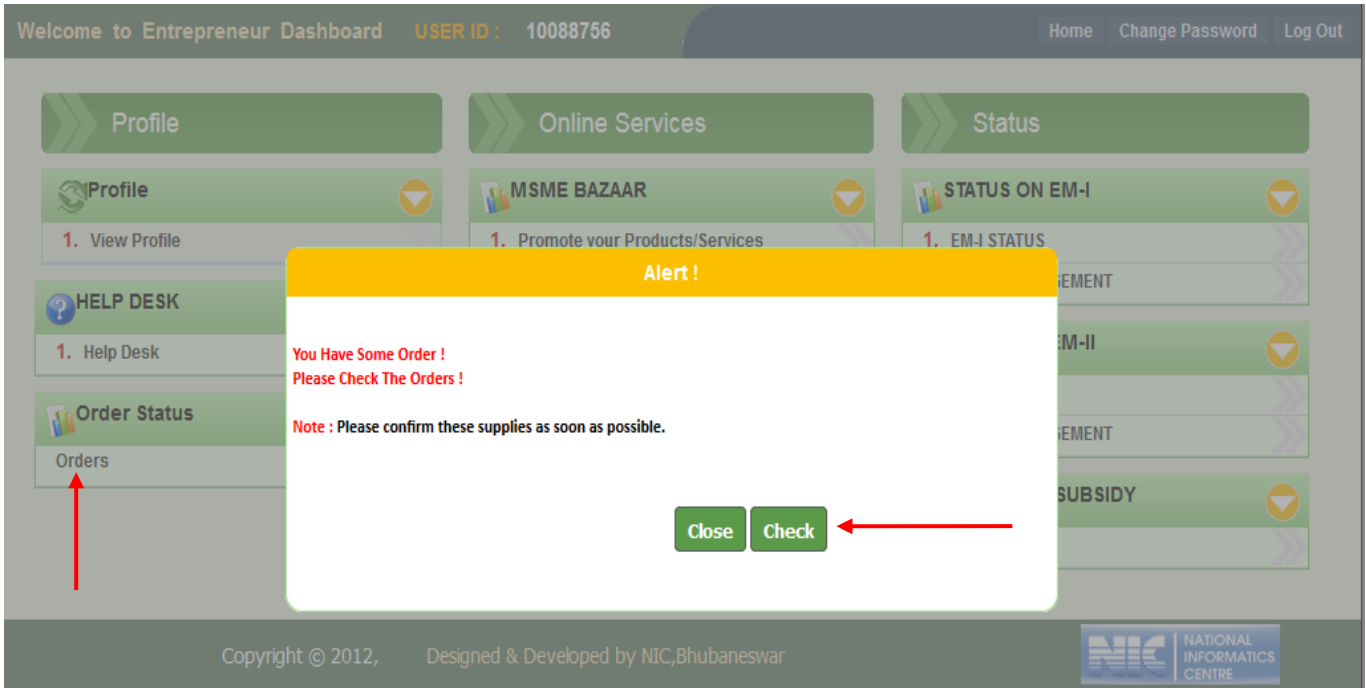


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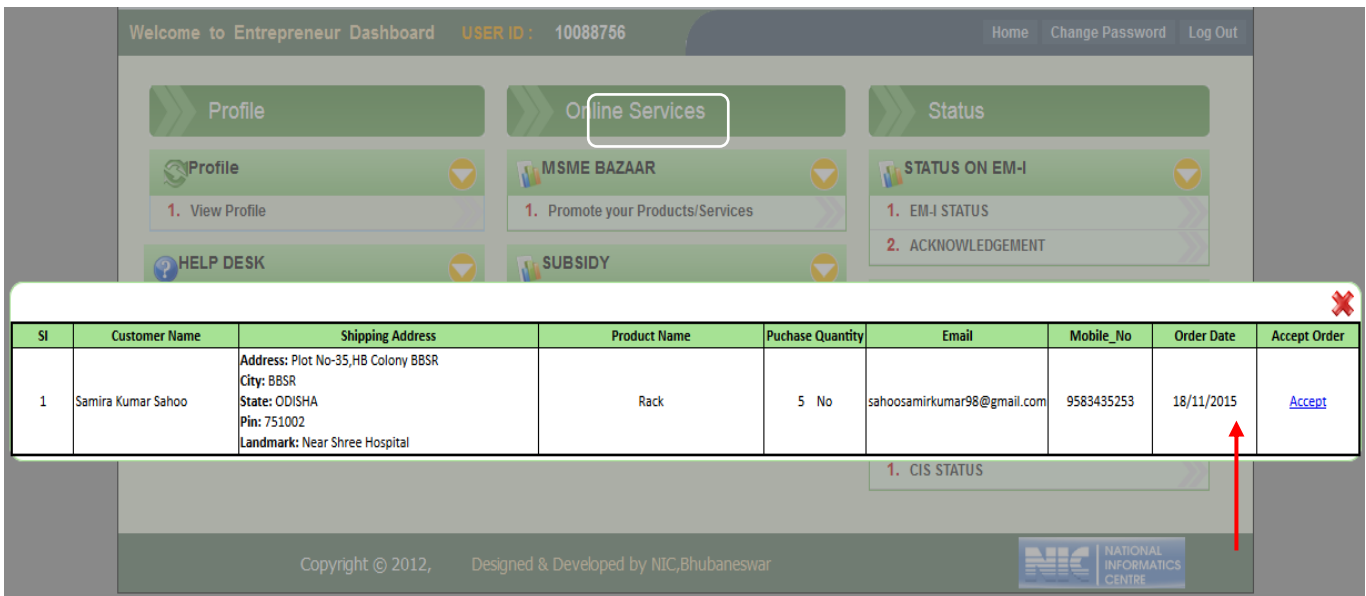
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It will be redirect to Entrepreneur Dashboard. If any order placed to this entrepreneur then the dashboard screen comes with an alert i.e.



Click on Check to show the details of order. Entrepreneur also shows further the order details in future by clicking Orders under Order Status of the dashboard.



If agree to deliver the order then Click on Accept and process the order.