

NO.G 17014/1/2017-FEC
GOVERNMENT OF MIZORAM
FINANCE DEPARTMENT
(Expenditure Control Branch)

C I R C U L A R

Dated Aizawl, the 28th August, 2025.

Subject : Services List provided in Government e-Marketplace (GeM).

This is to bring to attention of all departments under the Government of Mizoram that Government e-Marketplace(GeM) is now providing various key services for procurements through the portal both by the Central and the State Government as well, to upkeep public finances.

Hence, list of major categories of services of GeM is hereby circulated for ready reference and various departments are informed to explore the same and attempt procurements through GeM as far as possible, detail of which may be seen at gem.gov.in.

ADMINISTRATIVE AND SUPPORT SERVICES

Manpower Services:

- Security services (armed and unarmed guards)
- Housekeeping and cleaning services
- Office support staff (data entry operators, clerks, peons)
- Facility management services

Event Management Services:

- Organizing conferences, seminars, and workshops
- Exhibition and trade fair management
- Cultural event planning and execution

Catering Services:

- Institutional catering for meetings and events
- Mess services for government facilities
- Packed meal supply for training programs

Travel and Hospitality Services:

- Air ticketing and travel booking services
- Hotel and guest house booking
- Vehicle hiring services (cars, buses, taxis)

Logistics and Courier Services:

- Courier and parcel delivery
- Freight forwarding and cargo handling
- Postal and mailing services
- Professional and Consulting Services

Financial and Accounting Services:

- Audit and taxation services
- Financial consultancy and advisory
- Bookkeeping and payroll management

Legal Services:

- Legal advisory and consultation
- Contract drafting and review
- Litigation support services

Management Consulting Services:

- Project management consultancy
- Business process reengineering
- Strategic planning and advisory

Training and Capacity Building:

- Employee training programs
- Skill development workshops
- E-learning and online training services

Human Resource Services:

- Recruitment and placement services
- Background verification
- HR policy development
- IT and Communication Services

IT Consultancy and Support:

- Software development and customization
- IT infrastructure management
- Cybersecurity services

Website and Application Development:

- Website design and maintenance
- Mobile app development
- E-commerce platform development

Cloud and Hosting Services:

- Cloud storage and computing services
- Web hosting and domain services
- Data center services

Networking Services:

- LAN/WAN setup and maintenance
- Network security services
- Internet connectivity services

Telecommunication Services:

- Telephony and VoIP services
- Video conferencing solutions
- Broadband and leased line services
- Infrastructure and Facility Management Services

Civil and Construction Services:

- Building maintenance and repairs
- Road and pavement construction
- Interior designing and renovation

Electrical and Mechanical Services:

- Electrical maintenance and installation
- HVAC system maintenance
- Lift and elevator maintenance

Sanitation and Waste Management:

- Solid waste collection and disposal
- Sewage treatment services
- Hazardous waste management

Landscaping and Horticulture:

- Gardening and lawn maintenance
- Tree plantation and arboriculture
- Landscape design services

Pest Control Services:

- General pest control
- Termite treatment
- Rodent control

HEALTHCARE AND MEDICAL SERVICES

Medical and Diagnostic Services:

- Pathology and diagnostic testing
- Medical imaging services (X-ray, MRI, etc.)
- Health check-up camps

Hospitality and Patient Care:

- Nursing and paramedical services
- Patient attendant services
- Ambulance services

Medical Equipment Maintenance:

- Calibration and repair of medical equipment
- Annual maintenance contracts for hospital equipment

Pharmacy Services:

- Supply of medicines and medical consumables
- Pharmacy management services
- Transport and Logistics Services

OTHERS

Vehicle Rental and Fleet Management:

- Car and bus rental services
- Fleet management and maintenance
- Driver services

Goods Transportation:

- Heavy goods transport
- Cold chain logistics
- Bulk cargo handling

Warehousing Services:

- Storage and inventory management
- Warehouse leasing
- Stock auditing services
- Security and Surveillance Services

Manned Security Services:

- Security guards for premises
- VIP protection services
- Event security management

Electronic Security Services:

- CCTV installation and monitoring
- Access control system installation
- Fire alarm system maintenance

Investigation Services:

- Background checks and surveillance
- Fraud investigation
- Private detective services
- Environmental and Energy Services

Renewable Energy Services:

- Solar panel installation and maintenance
- Wind energy consultancy
- Energy audit services

Environmental Consultancy:

- Environmental impact assessment
- Pollution control services
- Sustainability consulting

Water Management Services:

- Water treatment plant maintenance
- Rainwater harvesting system installation
- Water quality testing
- Media and Communication Services

Advertising and Publicity:

- Print and digital advertising
- Social media campaign management
- Public relations services

Content Creation:

- Video production and editing
- Graphic design services
- Technical writing and documentation

Printing and Publishing:

- Printing of official documents
- Book and magazine publishing
- Stationery printing services
- Specialized and Miscellaneous Services

Scientific and Research Services:

- Laboratory testing and analysis
- Research and development support
- Data analysis services

Translation and Interpretation:

- Multilingual translation services
- Interpretation for meetings and conferences
- Document localization

Disaster Management Services:

- Emergency response planning
- Disaster recovery services
- Relief material supply coordination

Startup and MSME Support Services:

- Incubation and mentoring services
- Market access consultancy for startups
- Product certification support

Customized Services:

- Tailored procurement solutions (custom bids)
- Specialized equipment leasing
- Niche consultancy for government projects

Notes:

Dynamic Catalogue: GeM's service categories are regularly updated, and new services are added based on government requirements. As of February 2023, GeM lists 278 service categories, with ongoing expansions.

Accessing the Full List: Government departments can explore the complete and updated list of services by logging into the GeM portal (gem.gov.in) and navigating to the "Services" section.

Procurement Process: Services can be procured through direct purchase, e-bidding, or reverse e-auction, ensuring transparency and competitive pricing.

Inclusivity: GeM supports MSMEs, startups, and women entrepreneurs through initiatives like SWAYATT and Womaniya, enabling diverse service providers to participate.

Sd/- RAMCHUANA
Secretary to the Govt. Of Mizoram
Finance Department.

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Copy to :-

- 1) P.S. to Chief Minister of Mizoram.
- 2) P.S. to Adviser to Chief Minister (Finance)
- 3) Sr. P.P.S. to Chief Secretary, Govt. of Mizoram
- 4) All Administrative Departments for information and necessary action.
- 5) All Heads of Departments for information and necessary action.
- 6) All Joint Director(Accounts)/Dy. Director(Accounts)/FAO's
- 7) Guard File.


28/8/25

(CHAWNGZIKPUH)

Under Secretary to the Govt. of Mizoram



Finance Department(EC)