

Date: Apr 24 2025

To  
Government Department  
456 Government Plaza, Capital City, 654321

Subject: MSME Turnover/Experience Exemption Request for GeM Bid No: GEM-2023-B-12345678

Dear Sir/Ma'am,

With reference to the above mentioned tender, we hereby submit our request for exemption from turnover and/or experience criteria as applicable under the MSME policy.

We certify that our company Sample Company Ltd. is registered as a Micro, Small and Medium Enterprise (MSME) as per the MSMED Act 2006. Our Udyam Registration Number is UDYAM-DL-01-0012345.

As per the Government of India's Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 and its subsequent amendments, MSEs are eligible for certain exemptions including exemption from meeting experience criteria and prior turnover requirements for participating in tenders, subject to meeting quality and technical specifications.

We hereby declare that all information provided is true and correct to the best of our knowledge. We understand that in case any information is found to be false or incorrect, our bid may be rejected without assigning any reason thereof.

We request you to kindly consider our application for exemption as per the provisions of the MSME policy.

Sincerely,

John Smith  
Marketing Director  
Sample Company Ltd.