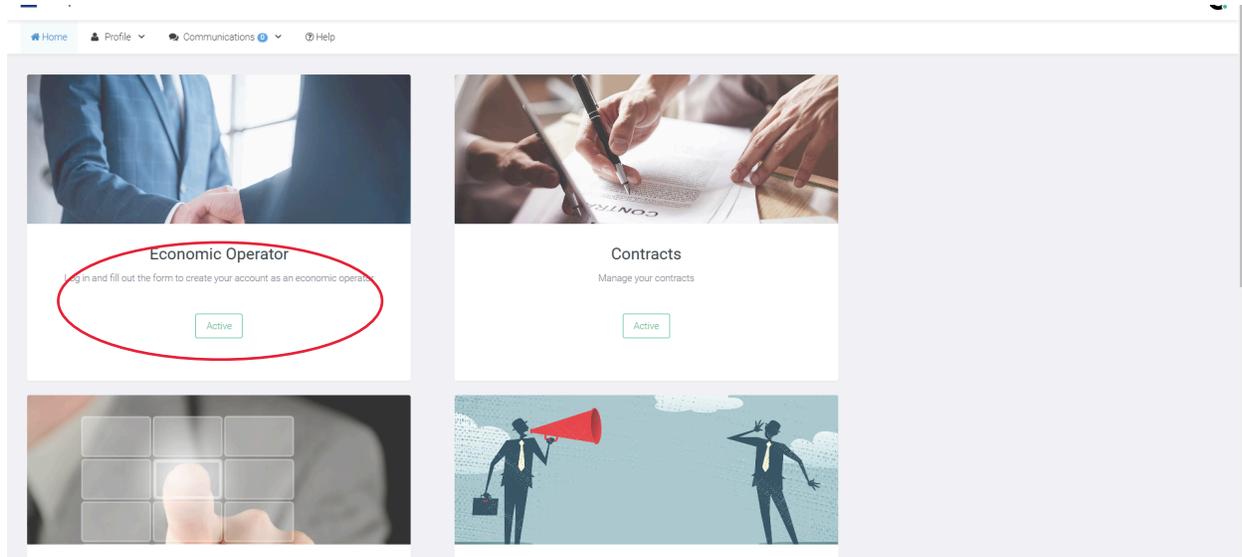
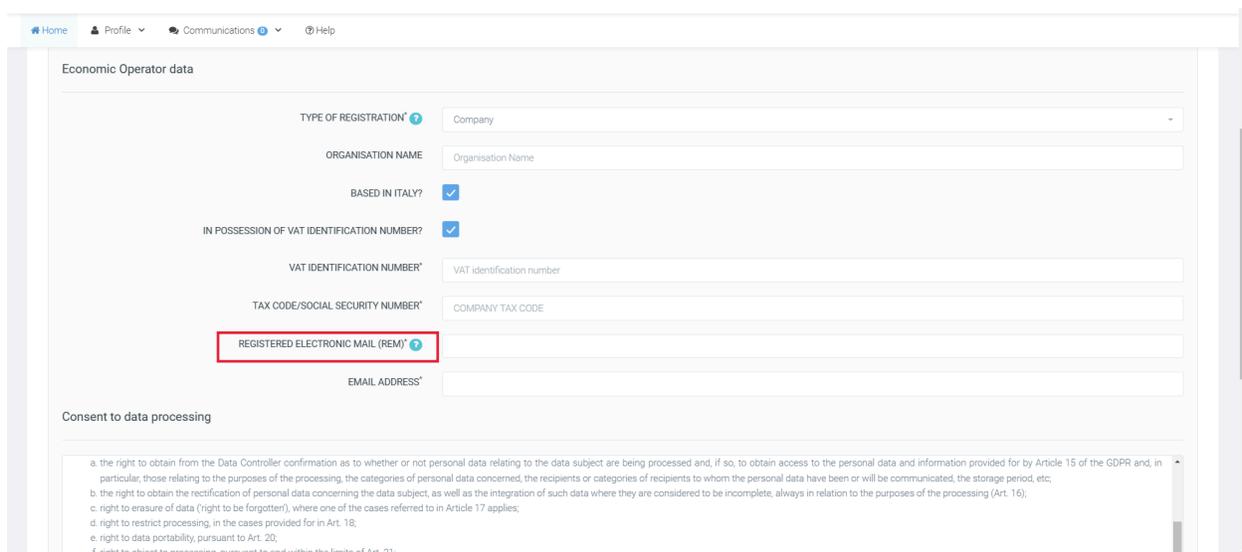


## How to access the tender procedures

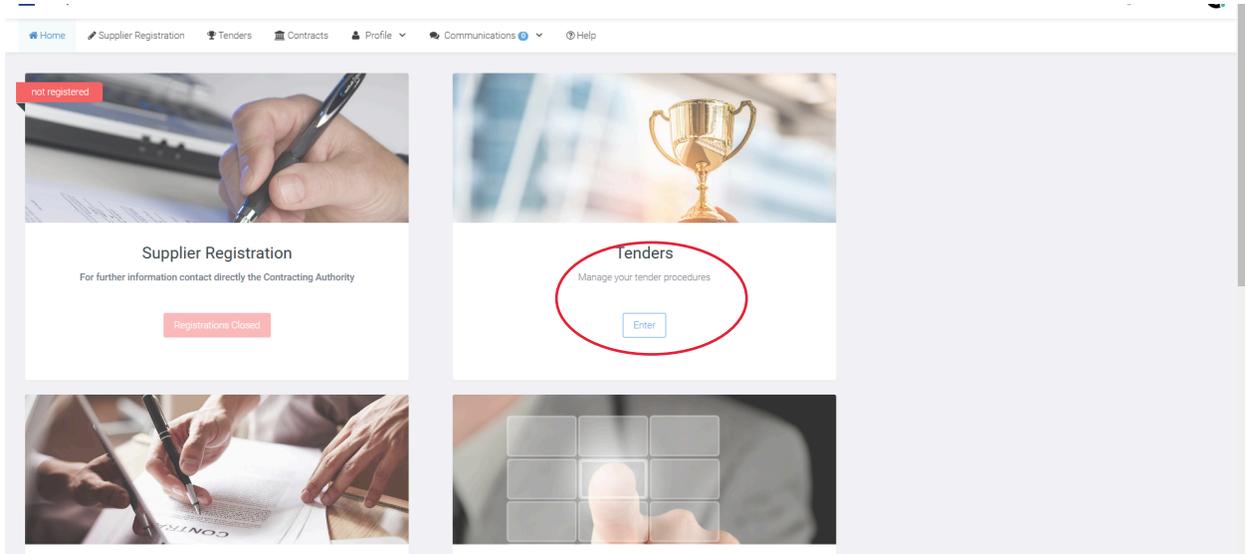
Once registered, in the **Home** section click the **Active** button under the **Economic Operator**.



Complete with the required Company information. Use your company email address in the **Registered Electronic Mail (REM)** box. Provide consent to data processing then click **Next**

A screenshot of the 'Economic Operator data' registration form. The form is titled 'Economic Operator data' and contains several fields and checkboxes. The fields are: 'TYPE OF REGISTRATION\*' (a dropdown menu with 'Company' selected), 'ORGANISATION NAME' (a text input field), 'BASED IN ITALY?' (a checked checkbox), 'IN POSSESSION OF VAT IDENTIFICATION NUMBER?' (a checked checkbox), 'VAT IDENTIFICATION NUMBER\*' (a text input field), 'TAX CODE/SOCIAL SECURITY NUMBER\*' (a text input field with 'COMPANY TAX CODE' below it), 'REGISTERED ELECTRONIC MAIL (REM)\*' (a text input field, circled in red), and 'EMAIL ADDRESS\*' (a text input field). Below the form is a section titled 'Consent to data processing' which contains a list of rights: a. the right to obtain from the Data Controller confirmation as to whether or not personal data relating to the data subject are being processed and, if so, to obtain access to the personal data and information provided for by Article 15 of the GDPR and, in particular, those relating to the purposes of the processing, the categories of personal data concerned, the recipients or categories of recipients to whom the personal data have been or will be communicated, the storage period, etc; b. the right to obtain the rectification of personal data concerning the data subject, as well as the integration of such data where they are considered to be incomplete, always in relation to the purposes of the processing (Art. 16); c. right to erasure of data ('right to be forgotten'), where one of the cases referred to in Article 17 applies; d. right to restrict processing, in the cases provided for in Art. 18; e. right to data portability, pursuant to Art. 20; f. right to object to processing, pursuant to and within the limits of Art. 21.

The system should automatically send you back on the Home page. The new window **Tenders** will appear.



By clicking on **Tenders** you will enter the main page. On the left side menu you will be able to navigate through new procedures, Expression of Interest, procedure you are participating ect...

