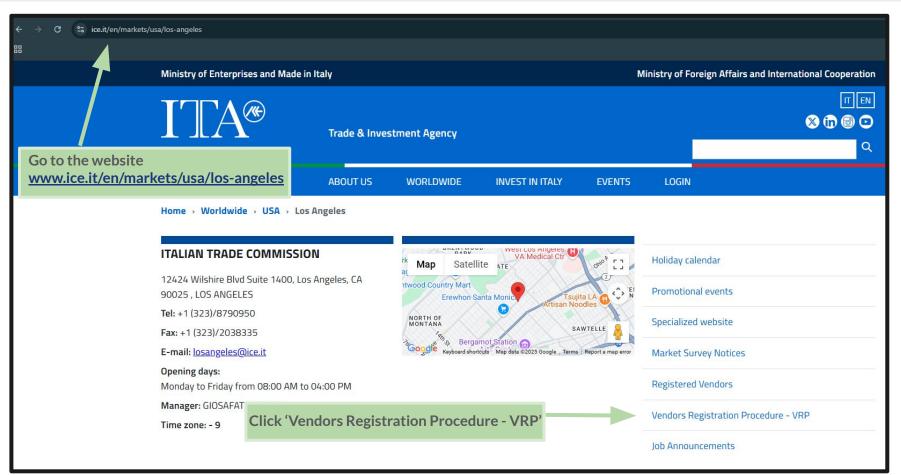


ITALIAN TRADE AGENCY

VENDOR REGISTRATION PROCESS

ACCESSING THE ITA WEBSITE AND THE VRP LINK



ACCESSING THE 'BUSINESS VENDOR REGISTRATION'

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ightarrow \mathbf{C}$ ice.it/en/markets/usa/los-angeles/vendors-registration-procedure-vrp

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Home > Worldwide > USA > Los Angeles > Vendors Registration Procedure - VRP

Vendors Registration Procedure - VRP

Vendors Registration Procedure - VRP

Are you interested in doing business with the Italian Trade Agency, the Italian government agency promoting Made in Italy products in the U.S. market, supporting the growth of Italian companies and contributing to the attraction of foreign investments in Italy?

Q

MENU

As a component of the Public Administration of Italy, the Italian Trade Agency is bound by the Italian Public Procurement Code (Legislative Decree No. 36/2023). Vendors interested in working with the ITA must also comply with the procedures and regulations established therein.

To be eligible to participate in Calls for Tender, interested vendors must register via Traspare, the certified eProcurement platform currently utilized by the ITA. The web address is https://ice.traspare.com

Regulations

Business Vendor Registration Guide

Business Vendor Registration

Click 'Business Vendor Registration'

Notice Vendor Registry

SWITCH LANGUAGE TO ENGLISH

← → C == ice.traspare.com/s	suppliers
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Serve Aiuto?	ICE AGENZIA PER LA PROMOZIONE ALL'ESTERO E
Serv	L'INTERNAZIONALIZZAZIONE DELLE IMPRESE ITALIANE You have been redirected to the Traspare page.
	L'Ente nell'utilizzo dell'Albo Fornitori, si impegna a ottemperare ai principi general discriminazione, trasparenza, proporzionalità, pubblicità. Il principio di economici espressamente consentito dalle norme vigenti.
	l servizi di gestione, iscrizione, aggiornamento e consultazione dell'Albo sono erogati attraverso il portale dell'Ente. Gli scopi che l'Ente persegue mediante l'istituzione dell'Albo sono i seguenti:
	 garantire la qualità delle prestazioni a favore dell'Ente, nel rispetto dei principi di economicità, efficacia, tempestività e correttezza; dotarsi di un elenco di soggetti idonei per specializzazione e competenze professionali a cui far riferimento per l'approvvigionamento di servizi professionali, nei casi previsti dalle leggi vigenti; offrire all'Ente uno strumento in grado di accelerare i processi di affidamento e approvvigionamento delle forniture di servizi e lavori, nel pieno rispetto della normativa in materia di appalti pubblici (D.Lgs. 36/2023 e s.m.i)).
	L'Albo è utilizzato dall'Ente nei seguenti casi:
	 selezione degli operatori economici da invitare per gli approvvigionamenti da effettuarsi a mezzo di trattativa diretta; invito ad imprese qualificate ai fini della loro partecipazione a procedure negoziate; acquisizioni in economia nei limiti e con le modalità previste dal D.Lgs. 36/2023; selezione dei Professionisti per affidare incarichi professionali; altri casi individuati.

La selezione dei fornitori è effettuata dall'Ente. Ai fornitori e ai Professionisti potrà essere richiesto, a discrezione dell'Ente, di provare il

WHERE TO SIGN UP



HOME DOCUMENTS PUBLIC TENDERS CONTACT

therefore, entail the assumption of any specific obligation on the part of the Entity: it does not bind the Entity to enter into contracts with the organisations or professionals registered therein, nor does it entail the attribution of any right and/or expectation to the candidate, as regards the possible conferment of the appointment.

actuary suppliers to whom it may end use professional appoint

The Register is structured in two separate sections devoted respectively to Suppliers and Professionals; the individual sections are divided into product categories, the complete list of which is available on the Entity's portal. In the event of organisational requirements, this list may be supplemented and/or varied, both in terms of the number and the name of the product categories, by the structure responsible for its management.

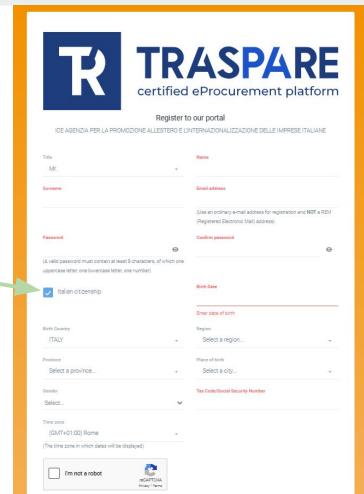
Documents



Need Help?

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CREATING YOUR ACCOUNT



You'll be automatically redirected to this form.

Before filling it out, make sure to <u>UNTICK</u> 'Italian citizenship'

CREATING YOUR ACCOUNT

Now that you've unticked 'Italian citizenship', you should have a slightly different form.

Fill out:

-Name

- -Surname
- -Email address
- -Password (Create one)
- -Retype created password
- -Tax code or last four digits of
- Social Security Number
- -Time zone
- -Time zone
- -Tick off 'I'm not a robot'

After completing the form, click 'Sign up'



Register to our portal

ICE AGENZIA PER LA PROMOZIONE ALL'ESTERO E L'INTERNAZIONALIZZAZIONE DELLE IMPRESE ITALIANE.

iurname	Email address
	(Use an ordinary e-mail address for registration and NOT a REM (Registered Electronic Mail) address)
assword	Confirm password
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	(GMT+01:00) Rome +
	(The time zone in which dates will be displayed)
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At the end of registration you will receive an en	il to verify your email address and to activate your account!

ACCOUNT ACTIVATION VIA EMAIL

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ACTIVATING YOUR BUSINESS ACCOUNT

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Profile Update			
Through the settings in your profile you can set your preferred time zone to change the display dates within your backend.			
Economic Operator Log in and fill out the form to create your account as an economic operator	Contracts Manage your contracts	Profile Manage your profile	
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	You will be redirected to the Ice.Tras point you will click on the 'Economic		
Help Take a look at our tutorials to learn how to navigate this platform			
Enter			

ACTIVATING YOUR BUSINESS ACCOUNT

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F	II in the form below to register on the platform as an economic operator.			
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	Personal data			
	TITLE NAME SURNAME Economic Operator data	Mr. NAC ICE LOS ANGELES	Before completing this form, make sure to UNTICK the two blue boxes marked 'Based in Italy?' and 'In Possession of VAT Identification Number?' Then you can continue by filling out the required information.	
	TYPE OF REGISTRATION" 📀 ORGANISATION NAME BASED IN ITALY?	Company Organisation Nation		
	IN POSSESSION OF VAT IDENTIFICATION NUMBER?			
	VAT IDENTIFICATION NUMBER*	VAT identification number		
	TAX CODE/SOCIAL SECURITY NUMBER*	COMPANY TAX CODE		
	REGISTERED ELECTRONIC MAIL (REM)* 🧿			
	EMAIL ADDRESS*			

ACTIVATING YOUR BUSINESS ACCOUNT

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nsent to data processing			
INFORMATION NOTICE PURSUANT TO ART. 13 of EU Regulation 2016/679 "ODPR". ICE AGENZIA PER LA PROMOZIONE ALLESTERO E LINTERNAZIONALIZZAZIONE DELLE IMPRESE ITALIANE (Entity), in organised by the Entity and voluntary registration in the Entity's Supplier Register. The processing will be carried out in as Pursuant to and for the purposes of the GDPR, you have the following rights as a Data Subject, which you may exercise a, the right to obtain from the Data Controller confirmation as to whether or not personal data relating to the data concerned, the recipients or categories of recipients to whom the personal data have been or will be communicat b the right to obtain the recification of personal data concerning the data subject, as well as the integration of such c right to erasure of data (right to be forgotter), where one of the cases referred to in Article 17 applies; d right to testrict processing, in the cases provided for in Art. 18; e cipiest to the processing of my personal data concerning and example in the case subject. We can be processing of my personal data concerning and the concerning and the personal data concerning and the processing of my personal data concerning and the concerning and the case subject as the data concerning and the personal data concerning and the concerning and the concerning and the personal data concerning and the case of the cases regulation 2016/679 By accessing the service, you declare, pursuant to the combined provisions of Article 47 of the Italian Civil Code and	After reading the data processing information, tick off your consent and then hit confirm on the bottom right, which will trigger an email reply and bring you back to the home screen.	spation in tender proced	data
appropriate section.	Mail) address containing a link to verify your account and confirm your registration to the portal as an economic operator!	Preside poundation in th	2

CONFIRMING YOUR BUSINESS ACCOUNT

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# Home ▲ Profile ∨			
Profile Update Through the settings in your profile you can set your preferred time zone to change the display dates within your backend.			
Registered Electronic Mall (REM) under verification			
Economic Operator	Contracts	Profile	
A REM (Registered Electronic Mail) has been sent to you to verify your account. If you do not receive it, you can repeat the procedure using the "verify REM" function	Manage your contracts	Manage your profile	
Verify Registered Electronic Mail (REM)	Active	Enter	
	You'll be redirected to the home p Operator' window will be displaye that the REM (Registered Electron We will now leave this page and ge follow the final steps.	ed with a red ribbon stating nic Mail) is under verification.	

CONFIRMING YOUR BUSINESS ACCOUNT

Messaggio di posta certificata

II giorno 12/03/2025 alle ore 18:20:50 (+0100) il messaggio "ICE AGENZIA PER LA PROMOZIONE ALL'ESTERO E L'INTERNAZIONALIZZAZIONE DELLE IMPRESE ITALIANE - Verify Registered Electronic Mail (REM)" è stato inviato da "piattaforma.traspare@pec.it" indirizzato a:

Il messaggio originale è incluso in allegato. Identificativo messaggio: <u>opec210312.20250312182050.59627.29.1.52@pec.aruba.it</u>

piattaforma.traspare@pec.it piattaforma.traspare@pec.it ICE AGENZIA PER LA PROMOZIONE ALL'ESTERO E L'INTERNAZIONALIZZAZIONE DELLE IMPRESE ITALIANE - Verify Registered Electronic Mail (REM) ARUBA PEC S.p.A. 12/03/2025 18:20:50 opec210312.20250312182050.59627.29.1.52@pec.aruba.it <670tlc271e0140_bdf112cd7669deb847198@traspare-app-b1.mail>

Though the first portion of the email is in Italian, the second portion is in English. Please click the 'Activate Account' link to be redirected to the website.

Dear Mr. ICE LOS ANGELES NAC ,

to verify your REM (Registered Electronic wall), please use the following link:

Activate Account

or copy and paste the following address into your browser bar: https://ice.traspare.com/verification_pec_supplier?token=5200f48957152a429992cfa84a88b48bf748db45

Thank you for choosing our online services. We kindly remind you that by activating your account you are not automatically registered to the Suppliers Register.

Best regards

Portal Administration ICE AGENZIA PER LA PROMOZIONE ALL'ESTERO E L'INTERNAZIONALIZZAZIONE DELLE IMPRESE ITALIANE

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Subscribe	Enter	Enter
	You will now be redirected to a new hom Click 'Subscribe' on the Supplier Registra	
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Manage your contracts	Manage your profile	Take a look at our tutorials to learn how to navigate this platform

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	1 Personal data	2 Company Data	3 Documents 4 Confirm		
	Personal data				
	Title Name Surname Email address Born outside Italy? Italian citizenship Tax Code/Social Security Number	Mr. NAC ICE LOS ANGELES Yes No			
	Residence information				
	Italian resident?* Address* Region*	2 Address Seleziona la regione			
	Province* City*	Seleziona la provincia Seleziona la città	Before filling out this registration, UNTICK the 'Italian resident?' blue box. This will give you different fields to complete, as seen in the next page of this presentation.	•	
	ZIP/Postcode* Phone*	CAP Telefono			
	Fax	Fax			
	Professional Qualification*	seleziona		*	

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1 Personal data	2 Company Data	3 Documents 4 Confirm	
Personal data			
Title Name Surname Email address Born outside Italy? Italian citizenship Tax Code/Social Security Number Residence information	Mr. NAC ICE LOS ANGELES Yes No		
Italian resident?* Full Address* Phone*	Address Telefono	Complete the information of your residence including address, phone number and professional qualification. Then, Save and Continue	
Fax Professional Qualification*	Fax seleziona		Save and continue

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	In possession of VAT identification or equivalent?				
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	Registered Electronic Mail (REM)*		5	Complete the information of your company's general data	1
	Email address*				
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	Website	www.miosito.it],
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	Country* Select	Scroll down to the bottom and fill out the Legal Headquarters of the	
	Full Address Address	company.	
	Phone* Telefono	Then, choose between Services and Supplies by ticking one of the	
	Fax Fax	boxes.	
Type of Registration		Add Headquarters (operational, bra	nch, etc.)
	Works	Services Suppl	ies
Pursuant To Art. 3, Paragraph 7, Of The	e Code, Works Contracts Are Public Contracts Having As Their Object The Executi	Pursuant To Art. 3, Paragraph 10, Public Contracts Other Than Works Or Supplies Pursuant To Art. 3, Paragraph 9, Of The Code, Supply Contracts Are Public Contracts Contracts, Having As Their Object The	
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S4: INFORMATION, COMMUNICATION AND MARKETING SERVICES S5: INTEGRATED EVENT ORGANISATION AND MANAGEMENT SERVICES S6: LOGISTICS SERVICES (REMOVALS, PORTERAGE, GOODS HANDLING, WA S7: SECURITY AND RECEPTION SERVICES S9: POSTAL COLLECTION AND DELIVERY SERVICES S10: DIGITAL PRESERVATION SERVICES S11: DIGITAL SIGNATURE AND TIME STAMP SERVICES	REHOUSING, ARCHIVE MANAGEMENT)		Works tracts Are Public Contracts Having As Their Object The Executi	rsuant To Art. 3, Paragraph 10, Pu	Services blc contracts Other Than Works Or Supplies Contracts, Having As Their Object The	Pursuant To Art. 3, Paragraph 9, 0f The Co	Supplies ode, Supply Contracts Are Public Contracts Other Than Those For Works Or Sec
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			Supplies F1: FURNISHING SUPPLIES F2: EQUIPMENT AND ROAD SIGNS F3: GREENERY AND NURSERY PRODUCTS F4: F0OD AND RELATED PRODUCTS F5: F1, ELECTRONICS, TELECOMMUNICATIONS, OL F7: BOOKS, PUBLISHING, MULTIMEDIA, TYPOGR F7: BOOKS, PUBLISHING, MULTIMEDIA, TYPOGR F8: SPORTS, MUSIC AND RECREATIONAL FACILIT F9: INSTALLATIONS AND GOODS FOR THE PROD F10: DISPOSABLE PRODUCTS, FOR CLEANING, W F11: ELECTRICAL MATERIALS, BUILDING MATERI F12: MACHINERY, HOUSING SOLUTIONS AND LO F13: VEHICLES AND MOBILITY SUPPLIES	LES AND RESTORATION PRO APHIC AND LITHOGRAPHIC TIES NUCTION OF ENERGY FROM (ASTE COLLECTION AND OT IALS, HARDWARE	PRODUCTS RENEWABLE SOURCES AND FOR ENERGY EI	FICIENCY	

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	1 Personal data	2 Company Data	3 Documents	4 Confirm		
	Data Summary - Representative					
	Name: Mr. ICE LOS ANGELES NAC Citizenship: Foreign					
	Email address: Tax Code, Social Security Number or equivalent:					
	Address: 12424 Wilshire Blvd, Phone: 3238790950					
	Fax: Professional Qualification: Individual Business Owner			 		
	Data Summary - Company	-	Make sure all your bottom of the pag	is correct, ther	n scroll down t	o the
	Organisation Name: NAC ITA LOS ANGELES					
	Company Headquarters: Foreign VAT identification number or equivalent: non posseduta					
	Tax Code, Social Security Number or equivalent:					
	Registered Electronic Mail (REM):					
	Email address:					
	Company type:					
	Website: Type of Registration: Services					
	Legal headquarters					
	Country: UNITED STATES OF AMERICA					
	Address: 12424 Wilshire Blvd,					
	Phone: 3238790950					

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	Data Summary - Certifications Attached	
	I declare that I do not have any certification	
	Consent to data processing	
	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 while as the integration of such data where they are considered to be incomplete, always in relat 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 potentility, pursuant to Art. 20; f. right to object to processing, pursuant to and within the limits of Art. 21; g. right to withdraw consent at any time where given (Art. 7).	on to the purposes of the processing (Ar. 16): Now that you've scrolled to the bottom of the page, tick your
	Finally, please note that the data subject has the right to lodge a complaint with the Garante per la Protezione dei dati personal or another supervisory authority pursuant to Article 1:	consent to the processing of personal data.
	Registration form	Then, click the green button to download the registration form. You will keep this tab open while you fill it out separately.
	ATTENTION: The file should be the one generated in the current recording session! Documents generated previously will be considered invalid	
	Download registration form	
	Back	Confirm 🛱

FORM DOWNLOAD



REGISTRATION FORM FOR THE ELECTRONIC PROCUREMENT SYSTEM PURSUANT TO ARTICLES. 46 AND 47 OF THE D.P.R. No.445/2000 (FURTHER LEGAL REPRESENTATIVE)

The undersigned Mr. ICE LOS ANGELES NAC with Foreign citizenship taxcode : email resident 12424 Wilshire Blvd,

in its capacity as: Individual Business Owner of NAC ITA LOS ANGELES - S.R.L. - Società a Responsabilità Limitata,

VAT identification number or equivalent not owned

Tax Code, Social Security Number or equivalent

requests registration in the Institution's Suppliers Register indicating the following product categories:

Services

- S16: TRAINING SERVICES
 - S16.8: Legal-administrative training

Pursuant to and for the purposes of articles 46, 47 and 76 of the Presidential Decree. 445/2000 aware of the responsibility and of the civil and criminal consequences envisaged in the event of false declarations and/or preparation or use of false documents, as well as in the event of presentation of documents containing data no longer corresponding to the truth and also aware that if non-truthfulness of the content of this declaration emerges, the Company will lose the benefits for which the same is issued;

DECLARES

 to be equipped with all the powers necessary for participation in tender procedures and for the conclusion of procurement contracts, without any limitation; This is the form that you've downloaded from the website. It should have all the information that you provided.

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Scroll down to the second and third page, where you will need to sign.

FORM DOWNLOAD

SUMMARY OF THE DATA PROVIDED DURING REGISTRATION

Personal data

Name: Mr. ICE LOS ANGELES NAC Citizenship: Foreign Email: Tax Code, Social Security Number or equivalent: Birth date: Birth country: Sex: Address: 12424 Wilshire Bivd, Phone: 323870955 Professional title: Individual Business Owner

Corporate Data

Company name: NAC ITA LOS ANGELES Registered Office: Foreign Registered Electronic Mall (REM):] Email:] Company type: Limited Liability Company Type of Registration: Services Number of employees: 15 Date of Establishment:

Legal headquarters

Country: UNITED STATES OF AMERICA Address: 12424 Wilshire Blvd, Phone: 3238790950

Product Categories

Services

S16: TRAINING SERVICES
 S16.8: Legal-administrative training

I hereby certify that I am informed, pursuant to and for the purposes of the art. 13 of EU Regulation 2016/679, that the personal data collected will be processed, including with IT tools, exclusively within the context of procedures that provide for the registration, access and use of the System

Place and Date

Signature

Make sure to add place and date and then add your e-signature on both the second and third page of the form.

To fill it out more easily, open the form using Adobe.

Don't forget to save the filled out form.

FORM UPLOAD

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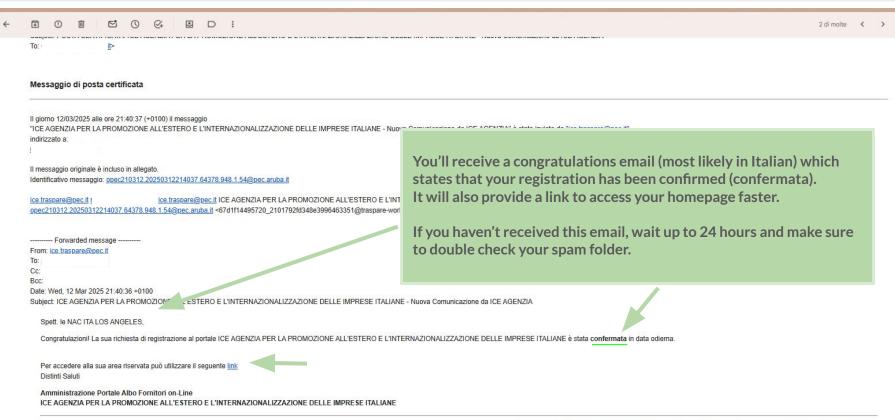
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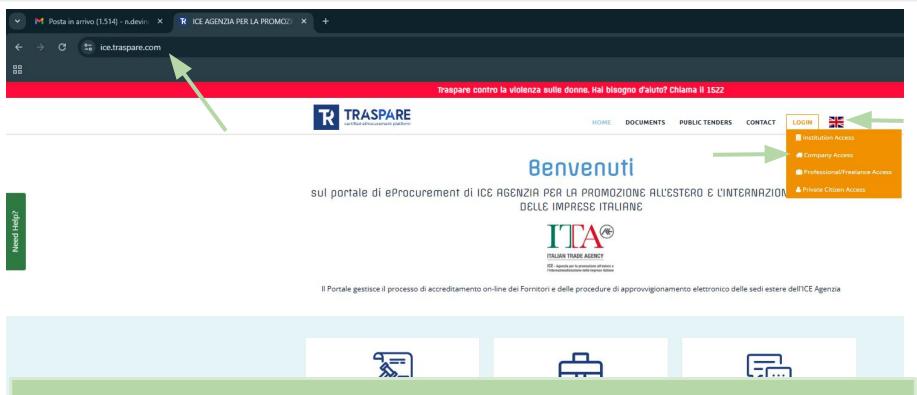
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