

REGISTRATION AND LOG IN



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1. Registration

The company that wants to advertise a tender (a user, a buyer) or the company that wants to tender (a user, a bidder) has, first at all, to register itself on the web page (»**Registration**«). When the e-mail, the password, and the legal information related to the company are entered and confirmed by the command »**Registration**«, a user automatically receives on its e-mail address the message which has to be confirmed by clicking attached web link.

Present UTC time: 12/4/2013 11:09 AM [[Log In](#) | [Registration](#)]

[Home](#) [Tenders](#) [Help](#) [About Us](#)

[LOG IN](#) [REGISTRATION](#)

New user registration

Registration

E-mail

Password

Confirm password

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Legal information about the company

Country of Head Office

SLOVENIA

Full company name

Portal razpisov, podjetje za izvedbo razpisov in optimizacijo nabave, d.o.o.

Shortened company name

Portal razpisov d.o.o.

Company address

Plemljeva 8, 1000 Ljubljana

Company Tax No.

67333761

Company Reg. No.

6319645000

Name and surname (contact person)

Janez Novak

Phone (contact person)

+386 1 5133 667

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2. Log in

A user can enter the web page («**Log In**») but cannot sign in to tender and/or to advertise a tender until the administrator of the web page does not check the company's data. A user can access the web page entering the user name (e-mail) and the password, the latter a user selects itself.

The screenshot shows the top navigation bar with the text "Present UTC time: 12/4/2013 11:15 AM" and links for "Log In" and "Registration". Below this is a menu with "Home", "Tenders", "Help", and "About Us". The main content area has "LOG IN" and "REGISTRATION" links, with a mouse cursor over "LOG IN". The heading "Log in: Registered user" is followed by instructions: "Enter user name and password. New users have to register first: [Registration](#)." and "If you forgot your password, you can reset it: [Forgotten password](#)." The "Account information" form contains an "E-mail" field with "info@optiprocure.com", a "Password" field with masked characters, a "Remember me" checkbox, and a "Log In" button.

About successful registration a user is informed by e-mail. If wrong and/or incomplete data were entered a user is requested, by e-mail, to correct and/or to complete data. The registration is successful when all requested data are entered correctly. The registration is free of charge.