

SUPPLIER REGISTRATION

ACCIONA invites you to register in **PROCUR-e**, the Supplier Portal and Tender tool of ACCIONA Group.

In order to participate in any tendering process with ACCIONA, you need to register your company details for an account **free of charge** through the on-line platform following these three steps:

1. Access the link:
https://acciona-procure.bravosolution.com/esop/guest/go/public/registration?locale=en_GB
2. Once revised and if in agreement, proceed to accept the **Statement by Person Responsible at ACCIONA Group Supplier**
3. Fill in the initial form (in the field: Company VAT Number. Please kindly introduce your TRADE/COMMERCE LICENCE)

Once completed, you will receive an e-mail with your user name and password that you are able to change the first time you access to the platform.

From this time on, you will be able to access to all platform functionalities and to any tender/auction process.

IMPORTANT: In order to **answer** and **send** offers through PROCUR-e it is necessary to complete all mandatory questions from the registration form **AT LEAST 24 HOURS BEFORE** RFX closing date. Mandatory questions are marked with a red asterisk and are accessible at the link located at:

My Organisation >> Organisation Profile >> Basic profile

NOTE: *for bank transfer payments please inform bank details with a bank receipt attachment.*

In addition, you must select at least one activity from the PROCUR-e Category Tree accessible at:

My Organisation >> My Categories

The **User Manual** is accessible at the link located at **File Sharing >> Directories**. For any enquiry regarding accessibility issues or platform functionalities, please contact us at:

SPAIN, REST OF EUROPE AND AFRICA	AUSTRALIA AND REST OF ASIA AND PACIFIC	AMERICAS
<p>Monday to Friday from 9:00 to 19:00 hr (UCT)</p> <p>+34 91 787 02 25 helpdesk_es@jaggaer.com</p> <p>Outside these hours, please check all toll free numbers available on this link (English spoken):</p> <p>https://www.bravosolution.com/uifn/</p>	<p>Monday to Friday from 9:00 to 18:00 hr (AEST)</p> <p>AU: +61 2 8072 0644 help_au@jaggaer.com</p> <p>UAE: 800 032 0058 customersupport@jaggaer.com</p> <p>Outside these hours or for other countries, please check all toll free numbers available on this link (English spoken):</p> <p>https://www.bravosolution.com/uifn/</p>	<p>(M-F: 9 to 18 hr EDT)</p> <p>North America: 844-217-0017 or 484-648-1854 Mexico: 00-1-877-365-7813 customersupport@jaggaer.com</p> <p>Outside these hours or for other countries, please check all toll free numbers available on this link (English spoken):</p> <p>https://www.bravosolution.com/uifn/</p>