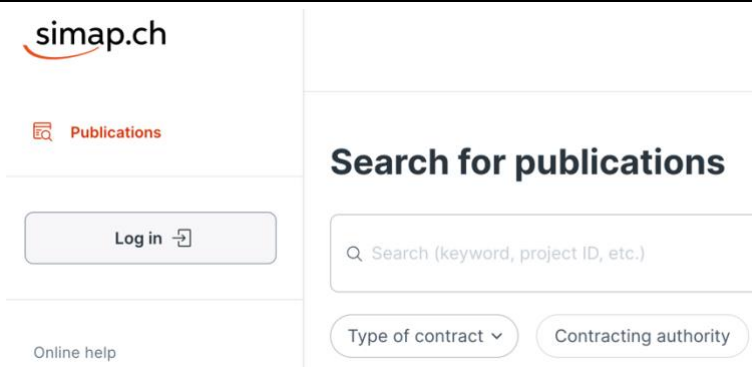


KISSimap.ch project

New simap.ch: registration, tenderer company/organisation and roles

You must **re-register** on the new national public procurement platform simap.ch and **join your company/organisation**. This is quick and easy to do:

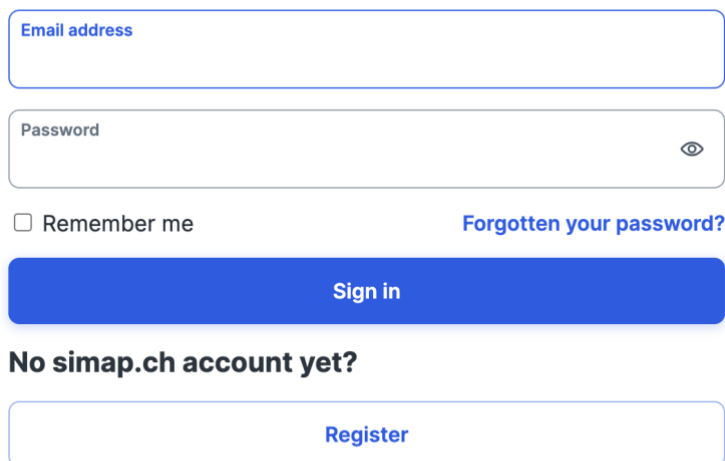
Register (create personal log in)



The screenshot shows the simap.ch website interface. On the left, there is a sidebar with the simap.ch logo, a 'Publications' icon, a 'Log in' button with an external link icon, and an 'Online help' link. The main content area is titled 'Search for publications' and features a search input field with the placeholder text 'Q Search (keyword, project ID, etc.)'. Below the search field are two filter buttons: 'Type of contract' with a dropdown arrow and 'Contracting authority'.

- Click on the “Log in” button at the top left.

Sign in to simap.ch



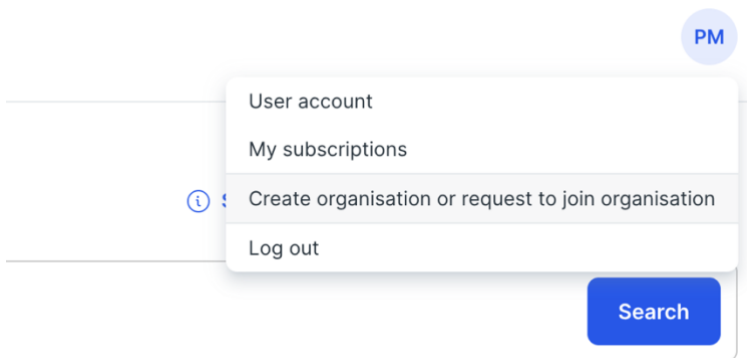
The screenshot shows the sign-in and registration form on the simap.ch website. It includes an 'Email address' input field, a 'Password' input field with an eye icon for toggling visibility, a 'Remember me' checkbox, and a 'Forgotten your password?' link. A prominent blue 'Sign in' button is located below the password field. Below the sign-in section, there is a heading 'No simap.ch account yet?' followed by a 'Register' button.

- Click on “Register”.
- Enter **your data** in the form. Use the format +041 12 345 67 89 for phone numbers.
- **Confirm your email address** using the email sent to you.
- **Log in.**

More information about registration

[Learn more about the registration](#)

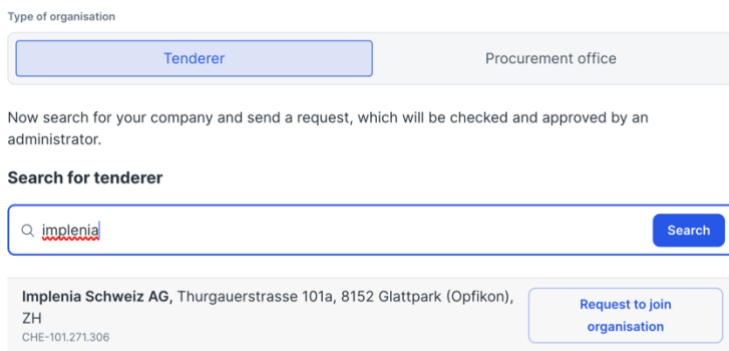
Join tenderer company/organisation



The screenshot shows a user interface with a search bar at the top right containing the initials 'PM'. A dropdown menu is open, listing options: 'User account', 'My subscriptions', 'Create organisation or request to join organisation' (highlighted with a blue circle and an information icon), and 'Log out'. A blue 'Search' button is located below the menu.

- Click on **your initials** at the top right of the search box.
- Select “**Create organisation or request to join organisation**”.

Please select the requested organisation

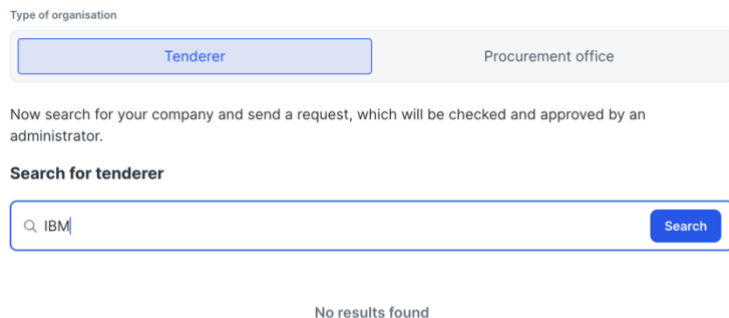


The form shows 'Type of organisation' with 'Tenderer' selected. Below, a search bar contains 'implenia' and a 'Search' button. The results show 'Implenia Schweiz AG, Thurgauerstrasse 101a, 8152 Glattpark (Opfikon), ZH, CHE-101.271.306' with a 'Request to join organisation' button.

- Enter the **name of your company/organisation** in part or full and click on “**Search**”.
- If your company/organisation is found, it already has a profile. Click on “**Request to join organisation**”.
- The administrator of your company/organisation receives your request and approves your access.

You didn't find your company?

Please select the requested organisation



The form shows 'Type of organisation' with 'Tenderer' selected. Below, a search bar contains 'IBM' and a 'Search' button. The results area displays 'No results found'.

- If your company/organisation is *not* found, it has no profile as yet.
- Create a profile by clicking on “**Create new tenderer**” and then filling in the form. Be sure to have the UID number at hand!

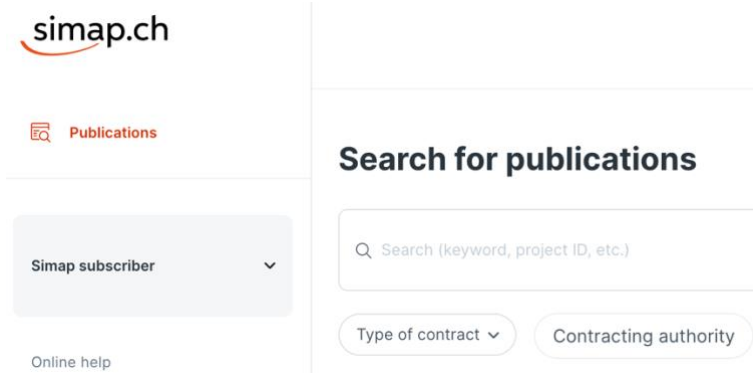
You didn't find your company?

Create new tenderer

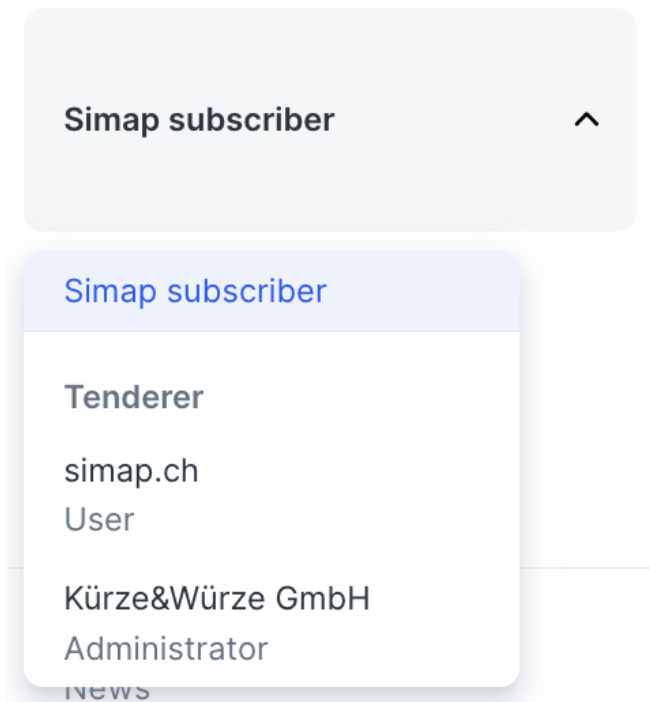
Important note: administrator role and change of roles

- By creating a profile for your tenderer company/organisation, you automatically become its **administrator**. You will receive requests from other members wishing to join and give them access. You can:
 - assign the role of administrator to other members at any time
 - have yourself removed from the role of administrator
- You can join **multiple companies/organisations** – and take the same or different roles. Do this by repeating the three steps above.

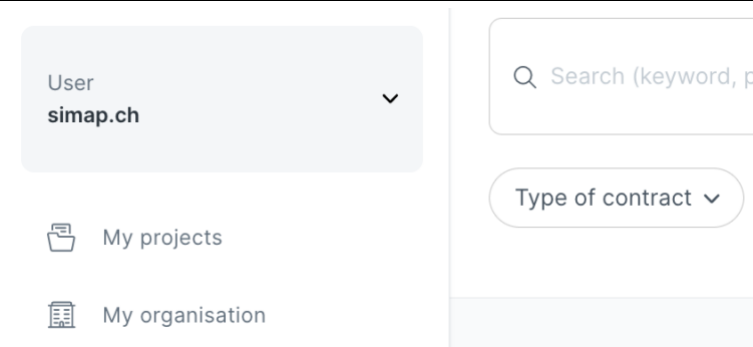
Change of roles and change between different companies/organisations



- Click on the **grey button** at the top left to see your various roles in different companies/organisations.



- **Click on the role** you currently want to work in on simap.ch.



- This will show you:
 - Your projects
 - Your organisation