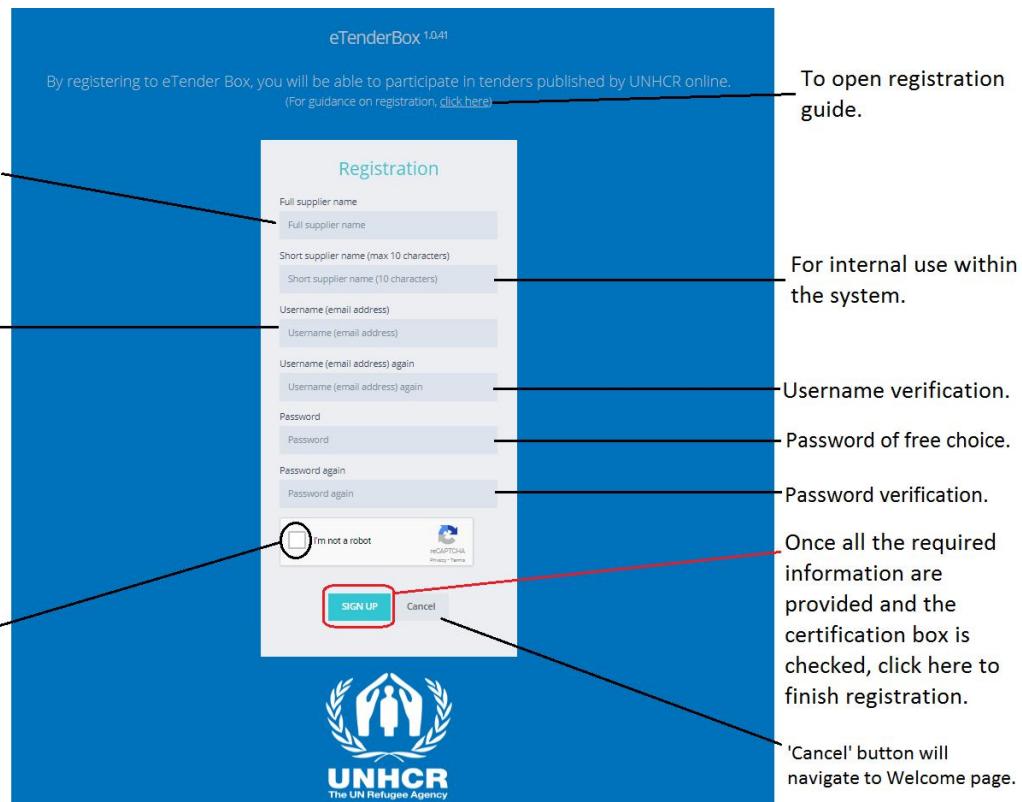


Registration Guide for eTenderBox

To submit an offer for a UNHCR published tender via the eTenderBox online tool, registration is required in the system which is done by providing the below information. This registration is exclusively for eTenderBox and does not replace any other registrations for UNHCR applications.



For registration, Suppliers need to have an active email account by which they will be identified in the system.

Note: One Supplier should have only one registered email account in the system. Therefore, the Supplier must use only one eTenderBox account for managing its offers to UNHCR. If you forget your password, you will not be able to use that account anymore. In this case new registration is required.

Upon successful registration, a confirmation message will be sent to the provided email address and the system will redirect the user to the login page where the Supplier can login with the given email address and password.