



European
Commission

map navigation

world data

Finance Business Culture
Weather Sport News Video
Audio Technics Films
Electronics Shopping Design
Mail Internet Maps Radio
TV Work Travel Tech
Entertainment Security
Global Music Companies
Songs Graphics Vacancy
Job Data Games People

Entertainment
- films
- music
- games
- e-books
- chats

Internet
- websites
- hosting
- banners
- searching systems
- blogs
- chats
- applications

Business solutions
- money transfer
- net banking
- strategic planning
- webshops
- video conferencing
- mobile app
- social media marketing

eSubmission

**Agency for Support for
BEREC (BEREC Office)**

18/09/2019

Marco DI MOLFETTA (DIGIT B1)

Anda MIRITA (DIGIT B1)

Agenda



- Introduction
- TED eTendering (*Economic Operators*)
- eSubmission overview
- How to submit a tender (*Economic Operators*)
- Useful links & contacts



Introduction

eSubmission On-boarding team



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eSubmission Onboarding
manager

Pre-Award modules

	TED (Back-Office ¹ & Front office ²)	TED e-Tendering (Back-Office & Front office)	e-Submission (Back-Office & Front office)	Participant Register
Contracting Authority	<ul style="list-style-type: none"> Publish Contract Notices 	<ul style="list-style-type: none"> Publish Call for Tenders and related documentation Reply to EO³ questions 	<ul style="list-style-type: none"> Do the Opening session Download received tenders 	
Economic Operator	<ul style="list-style-type: none"> Find contract notice 	<ul style="list-style-type: none"> Access to Call for Tenders documentation Submit questions to CA⁴ 	<ul style="list-style-type: none"> Prepare and submit tenders 	<ul style="list-style-type: none"> Create & modify PIC Submit information & documents for validation

¹ **Back-Office:** Part of the system used by the Contracting Authority

² **Front-Office system:** Part of the system used by the Economic Operator

³ **EO:** Economic Operator

⁴ **CA:** Contracting Authority

⁵ **PIC:** Participant Identification Code, a unique identifier of 9 digits per organisation

TED eTendering

Economic Operators



- **Economic Operators** use it via **EU login**
 - to submit questions for CfTs
 - to subscribe to CfTs in order to receive updates
 - to have notification messages of CfTs saved in their account

My account

[Log in](#)

Call for tenders

[Search for calls for tenders](#)

[search for a document](#)

What is TED eTendering?

TED eTendering is an EU institutions' eProcurement platform based on EU Directives on public procurement. Allowing free electronic access to call for tenders' documents, answers etc., TED eTendering effectively represents an added-value extension to TED (Tenders Electronic Daily), the online version of the "Supplement to the Official Journal".

How can I benefit from TED eTendering?

TED eTendering provides free electronic access to calls for tenders published by EU institutions, agencies and other bodies. It is integrated and synchronized with TED eNotices.

TED eTendering users can benefit from the following services:

Contracting Authorities

- A collaborative eProcurement environment for preparing and publishing call for tenders' documentation
- Easy management of the preparation and publication of questions and answers
- Synchronization with the contract notice filled in on TED eNotices and published on TED website
- Automatic publication of the call for tenders on the same day as the contract notice
- Generation of reports, statistics on documents downloaded, subscribers etc.
- Possibility to publish calls for tenders for **all types of procedures**, even lower value procedures independently from TED website

Economic Operators

- Free electronic access, at any time, to all publicly available calls for tenders
- Easy download of documents in the available language versions
- Consultation of available questions and answers and possibility to ask new questions
- Electronic subscription to a call for tenders to be informed about updates by email
- Email alerts about new calls for tenders published

Why should Economic Operators register on TED eTendering?

The registration process is simple and open to everyone. Only basic information is needed for the registration: an external EU login account with a valid email address and a password. Registration is free.

All information on public calls for tenders is accessible even without registration. Registered Economic Operators will get also access to the **following functionalities**:

- To submit questions related to the calls for tenders they are interested in
- To subscribe to calls for tenders in order to receive updates
- To have notification messages of calls for tenders saved in their TED eTendering account

TED eTendering



eTendering Processing Questions

The questions should normally be submitted by **economic operators** through the **public part**.

However, it is also possible to create questions from private part if they were received through fax or post.

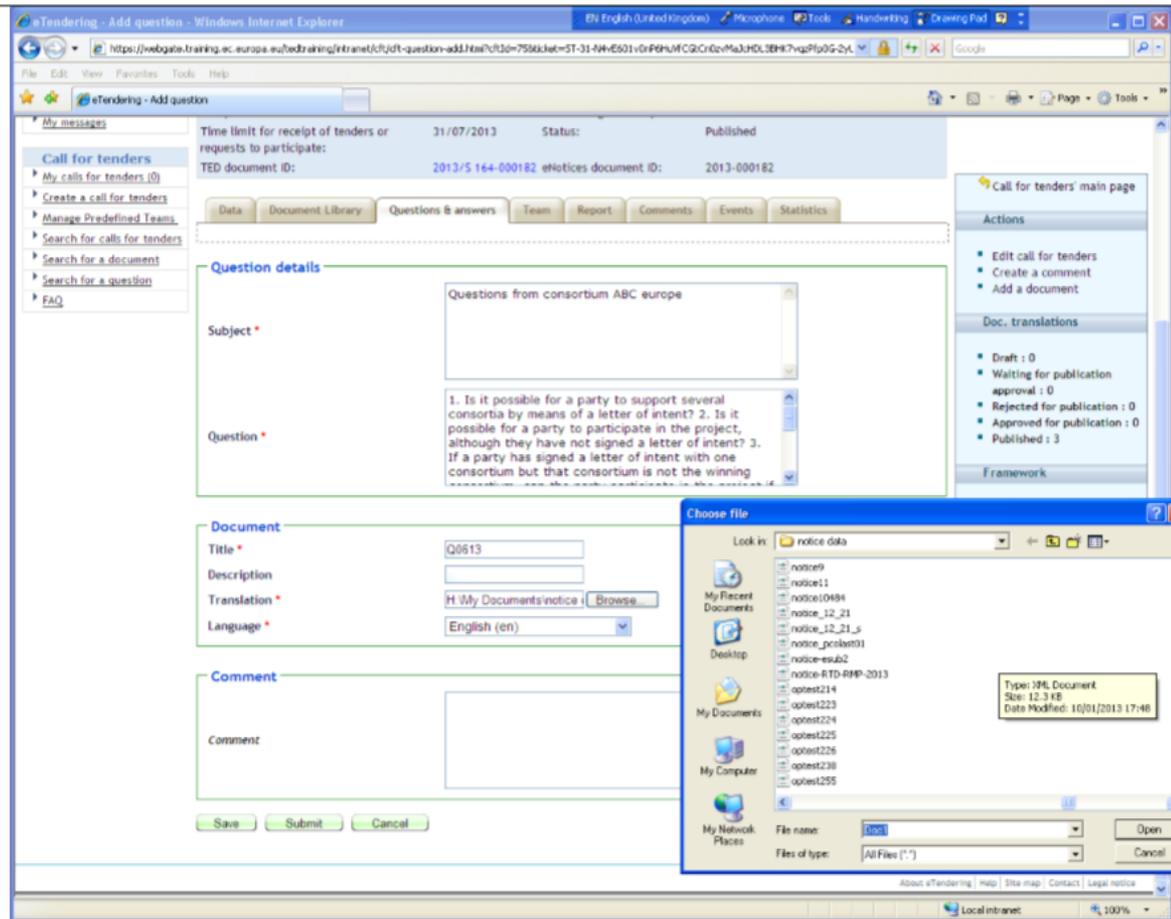
1. Editor makes a scan of the received fax and saves the file.
2. In the Questions & Answers tab Editor clicks on the link 'Create question'

A screenshot of a web browser displaying the TED eTendering website. The browser window title is "eTendering - Questions & answers - Windows Internet Explorer". The address bar shows the URL: "https://webgate.training.ec.europa.eu/tedtraining/extranet/cft/cft-questions.html?cftid=75". The website header includes the TED logo, "eTendering Back-office", and "Calls for tenders from the European Institutions". A navigation menu shows "TED", "SIMAP", and "eNotices". The main content area is titled "Call for tenders' details" and displays information for a specific tender: "u-0016 GNSS Service Centre Infrastructure". The tender details include: Title: u-0016 GNSS Service Centre Infrastructure; Link: https://webgate.training.ec.europa.eu/tedtraining/extranet/cft/cft-display.html?cftid=75; TED publication date: 13/06/2013; Contracting authority: OIL; Time limit for receipt of tenders or requests to participate: 31/07/2013; Status: Published; TED document ID: 2013/5 164-000182; eNotices document ID: 2013-000182. Below the details, there are tabs for "Data", "Document Library", "Questions & answers", "Team", "Report", "Comments", "Events", and "Statistics". The "Questions & answers" tab is active, showing a "Create a question" link and a "Show filter parameters" link. Below these links, it says "Nothing found to display." On the right side, there is a sidebar with "Actions" (Edit call for tenders, Create a comment, Add a document, Create a question), "Doc. translations" (Draft: 0, Waiting for publication approval: 0, Rejected for publication: 0, Approved for publication: 0, Published: 3), "Framework" (Cancel call for tenders), and "Help" (Help on this page).

eTendering Processing Questions

The system displays Question details form.

3. The Editor fills the mandatory fields: subject of the question, question description, title of the document containing the question, language of the document and selects the file of the scanned document (produced in step 1). This document will not be visible on the public site.
4. The Editor presses the 'Submit' button when the provided details are complete.



The screenshot shows the 'eTendering - Add question' form in Internet Explorer. The form is titled 'eTendering - Add question' and is displayed in a window titled 'eTendering - Add question - Windows Internet Explorer'. The browser's address bar shows the URL: <https://webgate.training.ec.europa.eu/edtraking/intranet/cf/question-add.html?d13=7586&let=51-31-44-E501-v0rP8M/C2/0/cv/Ma3HDL5B47vqPfoG-2/L>. The form includes a navigation menu with options like 'Data', 'Document Library', 'Questions & answers', 'Team', 'Report', 'Comments', 'Events', and 'Statistics'. The main content area is titled 'Question details' and contains the following fields:

- Subject ***: Questions from consortium ABC europe
- Question ***: 1. Is it possible for a party to support several consortia by means of a letter of intent? 2. Is it possible for a party to participate in the project, although they have not signed a letter of intent? 3. If a party has signed a letter of intent with one consortium but that consortium is not the winning
- Document**:
 - Title ***: Q0613
 - Description**: [Empty]
 - Translation ***: H:\My Documents\notice (Browse)
 - Language ***: English (en)
- Comment**: [Empty]

At the bottom of the form are buttons for 'Save', 'Submit', and 'Cancel'. A 'Choose file' dialog is open, showing a file named 'notice' selected in the 'notice data' folder. The dialog also shows a list of files in the folder, including 'notice9', 'notice11', 'notice10494', 'notice_12_21', 'notice_12_21_s', 'notice_pcolaw01', 'notice-esub2', 'notice-RTD-FMP-2013', 'optest214', 'optest223', 'optest224', 'optest225', 'optest226', 'optest238', and 'optest255'. The file 'notice' is highlighted, and its properties are shown: Type: PDF Document, Size: 12.3 KB, Date Modified: 10/01/2013 17:46. The browser's status bar at the bottom indicates 'Local intranet' and '100%' zoom.

TED eTendering



eTendering Processing Questions

The system creates a new question and displays Questions & Answers page.

5. The Editor clicks on the question to display the Question details page.

The screenshot shows the TED eTendering system interface in a Windows Internet Explorer browser. The page title is "eTendering - Questions & answers". The URL is "https://webgate.training.ec.europa.eu/bedtraining/extranet/cft/cft-questions.html?cfid=75". The page displays the "Call for tenders' details" for a specific tender.

Call for tenders' details

The question has been successfully created.

Call for tenders' details

Title: u-0016 GHSS Service Centre Infrastructure
Link: https://webgate.training.ec.europa.eu/bedtraining/extranet/cft/cft-display.html?cfid=75
TED publication date: 13/06/2013 Contracting authority: OIL
Time limit for receipt of tenders or requests to participate: 31/07/2013 Status: Published
TED document ID: 2013/5 164-000182 @Notices document ID: 2013-000182

Buttons: Data, Document Library, Questions & answers, Team, Report, Comments, Events, Statistics

Actions: Create a question, Monitor list

Show filter parameters

One Question found.

#	Question	Answer	Submission date	Scope	Assignee	Status
1	Is it possible for a party to support several consortia by means of a letter of intent? 2. Is it possible[...]		14/06/2013	N/A	Unassigned	Submitted

Export options: CSV Excel(2003) Excel

Right sidebar actions: Call for tenders' main page, Actions (Edit call for tenders, Create a comment, Add a document, Create a question), Doc. translations (Draft: 0, Waiting for publication approval: 0, Rejected for publication: 0, Approved for publication: 0, Published: 3), Framework (Cancel call for tenders), Help (Help on this page)

TED eTendering



European
Commission

eTendering Processing Questions

The system displays Split Question Information form

7. The user clicks on 'Split by tag' radio button

The dialog box containing the question becomes editable.

8. The user inserts the [SPLIT] marks inside the question to separate the parts of the question and presses the 'Submit' button.

A screenshot of a web browser displaying the TED eTendering system. The browser window title is "eTendering - Split question - Windows Internet Explorer". The address bar shows the URL: "https://webgate.training.ec.europa.eu/tedtraining/extranet/qa/question-split.html?questionId=179". The page header includes the TED logo and "Ted·eTendering Back-office" with a language dropdown set to "English (en)". The main content area is titled "Call for tenders' details" and shows information for "u-0016 GNSS Service Centre Infrastructure". Below this, there is a "Split question Information" section with two radio buttons: "Split in a number of questions" (set to 2) and "Split by tag" (selected). The "Split by tag" option has a description: "Used to split a question textually using a tag. Default value is [SPLIT]". A text area contains the question text: "include in the promotional video (SPLIT) or Does the European Commission have preferences about the specific EU member states these enterprises are located in? If so, which EU member states? [SPLIT] 6. Does the European Commission expect that all interviewees participating in the proportional video will speak English?". There are "Submit" and "Cancel" buttons below the text area. To the right, there is an "Actions" menu with options: "Create a comment", "Create answer", and "Assign this question". Below the main form, there is a "Former question information" section with a table showing submission and answer dates.

Former question information	
Status	
Submission date	14/06/2013
Answer date	No answer published yet
Assignee	

TED eTendering



eTendering Receiving Notifications

- **EO** provides email during creation of **eTendering** account
- Notification messages to **EO** are sent via email
- Messages are also available in **My messages** page in eTendering

This site is a part of Europa

Ted·eTendering

Calls for tenders from the European institutions

Europa > TED home > eTendering home > My messages

TED | TED SIMAP | TED eNotices | **TED eTendering**

My account

You are logged in as: PCOLA Stefan (pcolast)

- Log out
- My profile
- My messages (2152)**

Call for tenders

- My calls for tenders
- My questions & answers
- Search for calls for tenders
- Search for a document
- Search for a question

My messages

2,727 messages found, displaying 1 to 10. [First/Prev] 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15 [Next/Last]

	Sender ↕	Subject ↕
<input type="checkbox"/>	Technical Environmental and Social Audits for the Great North Road (T2) Upgrade Project	eTendering - A new Call for Tenders has been published
<input type="checkbox"/>	Provision of Service Staff for the Europa Experience in Estonia	eTendering - A new Call for Tenders has been published
<input type="checkbox"/>	Supply of CEPOL Promotional Products	eTendering - A new Call for Tenders has been published
<input type="checkbox"/>	Media Support for the Delegation of the European Union to Ukraine	eTendering - A new Call for Tenders has been published
<input type="checkbox"/>	Support of a Forestry Fund for Pipeline Development, Training and Capacity Building, Monitoring and Reporting, Deer Density Study and other Support under the Natural Capital Finance Facility (NCF)	eTendering - A new Call for Tenders has been published

eSubmission overview

How e-Submission works

Before Publication

During publication

At the Opening S.

Create call

Enable e-Submission

Publish call

Do opening session

1

2

3

6

Contracting Authority (CA)

1.1) CA: drafts CfT

CA side

1

2

2.1) CA: synchronises CfT with e-Submission

6.1) OC: Announces, admits and downloads tenders

CA side

6

5.1) EO: submits tender

5

EO side

3

EO side

EO side

4

4.4) EO: Prepares tender

4.3) EO: creates PIC (if first time)

Participant Register

4.2) EO is redirected

4.1) EO: Access to CfT

3.1) CA: publishes CfT

Economic Operator (EO)

4

Prepare Tender

5

Submit Tender



Functional features



Supported procedures

- Open procedures
- Restricted and negotiated procedures coming up in 2019

Call for Tenders types

- With or without lots

Submission modes

- Single Tenderer or Consortium
- Subcontractor(s)

Supported entities

Private entities, Public entities
& Natural persons

Available sections



Qualifications

- Exclusion & selection criteria
- Supporting documents



Offer

- Price
- Technical & financial documents

Information to be included



Fill-in forms

- Company identification info
- Qualification & Tender docs



Supporting documents



...and more

Security features



Call for Tender



The Call for Tender info is authentic:
It's sealed

Submitted tenders



Only by registered users:
EU Login



Content is authentic and
unaltered: ***Via encryption keys***



Accessed only by the authorised persons: **Access only to Procurement Officer + Opening Committee**



Opened only on due time: **After the defined Opening Session.**

Proof of submission (Receipt)



Receipt is original and produced by e-Submission:
electronically signed



Receipt is unaltered: **cannot modify an e-Signed document**



Legal proof of what is being sent and received: **Valid electronic signature**

Service level provided



System availability



- ✓ 99.0% of working hours (maintenance time excluded)
- ✓ 95% of working hours (maintenance time included)

Help



- ✓ User Manuals for EOs & CAs
- ✓ First aid
- ✓ FAQs
- ✓ Test CFT for EOs
- ✓ Training for CAs
- ✓ Later: e-Learnings

Support



- ✓ 8:30 am to 6:00 pm on all European Commission working days
- ✓ For EOs & CAs
*Response time dynamically based on **severity** and **imminence**:
From 4 working hours to best effort.*

Business continuity plan



Response and recovery plans in different emergency scenarios.

Covered scenarios:

- Technology failure
 - In Response phase
 - In Opening phase
- Security Incident
- Degraded support

How to submit a tender

Economic Operators

First, access to the Call & click "submit a Tender"



Ted-eTendering

Calls for tenders from the European institutions

Europa > TED home > eTendering home > Call for tenders' main page > Data

TED

TED SIMAP

TED eNotices

TED eTendering

My account

You are logged in as:
GARCIA Eli Otniel (garcieh)

- ▶ [Log out](#)
- ▶ [My profile](#)
- ▶ [My messages \(1\)](#)

Call for tenders

- ▶ [My calls for tenders](#)
- ▶ [My questions & answers](#)
- ▶ [Search for calls for tenders](#)
- ▶ [Search for a document](#)
- ▶ [Search for a question](#)

Call for tenders' details

Title:	Technical secretariat of the ADCO group under the Construction Products Regulati...		
Contracting authority:	European Commission, DG Internal Market, Industry, Entrepreneurship and SMEs (GR...		
TED publication date:	20/04/2017	Status:	Open
Time limit for receipt of tenders:	12/06/2017	Status:	Open

Data

Document Library

Questions & Answers

[Subscribe to call for](#)

[Submit a tender](#)

Information

Tender reference number	609/PP/GRO/IMA/17/1135/9704.
Title	Technical secretariat of the ADCO group under the Construction Products Regulation (Re Parliament and of the Council (CPR)).
Description	The purpose of this contract is to cater for the appropriate technical assistance to the o the field of market surveillance under Construction Products Regulation (Regulation (EU) the Council; the CPR). This cooperation is taking place predominantly within the ADCO-C surveillance authorities of Member States already under the preceding Directive (89/106 contractor shall assist the chair of the said Group in the preparation of the meetings of secretariat: the tasks of the administrative secretariat providing the logistical support t another contract. Moreover, the contractor shall provide technical assistance also for the organisation of different other cooperative actions between the said MS authorities, not
Contract type	Services
Procedure type	Open procedure
Status	Open
Published on TED	✓
Submission Method	Electronic

Create new Tender or load a draft



Test it yourself from your mobile!



Tendering data

Name: ***** TEST CALL FOR TENDERS 01 ***** Tenders submitted to this call will NOT be considered for any valid Call for Tenders

Description: This call for tender with 3 lots was created for TEST PURPOSES ONLY to help you get familiar with the user interface. The information submitted by both parties (Economic Operators and Contracting Authority) form part of the test. No legal implications derive from the upload and/or submission of the information presented. Do not fill-in, attach or submit any confidential or sensitive data. Personal data are not being processed in the context of this test call.

Procurement Reference Number: TEST-CALL-01/2017-06/3-LOTS

Type of procedure: Open procedure

Contracting authority: European Commission, DG Informatics (DIGIT)

Type of contract: Services

447 days left until closure

Publication date: 27/06/2017

Opening Date: 01/07/2030 13:00:00 UTC+02:00

Time limit for receipt: 30/06/2030 13:00:00 UTC+02:00

Consult the call for tenders' procurement documents [here](#) to find out what information and documents the Contracting authority requires to be provided or submitted with the tender.

e-Submission service

- OR -

The e-Submission service of the European Commission allows economic operators to respond to calls for tenders by preparing and submitting their tenders electronically in a structured and secure way. Make sure that you read the **System Requirements** before you start, and that you submit your tender on time.

To prepare and submit a tender in e-Submission tenderers (all members of a joint tender) must be registered in the Commission online register of organisations participating in the EU grants or procurement procedures. After registration each registration takes 5-10 minutes.

Start a new tender from scratch

Continue with an already saved tender, but not yet submitted

Yes, I have read and I accept the **terms and conditions** and I acknowledge that I have



New tender

Create a new tender



Resume draft

Tender ID: EMyS3DIzxiYTLepI

Select the way to submit

A wizard to help fill-in and submit the Tender

Progress bar: Ways to submit (active), Parties, Lots, Tender Data, Tender report, Submit tender

Call for Tenders

Procurement Reference Number

TEST-CALL-01/201...

Deadline

30/06/2030 13:00:00 UTC+02:00

4476 days left until closure

Tender ID: Fg6gO6P5a2QlrD4i

Last saved: 28/03/2018 14:59:30 UTC+02:00

Tender documents

Different ways to submit a tender.

Please select the appropriate options below and then click "next" to continue.

Sole tender Joint tender

Involving subcontractors

Involving subcontractors

Choose the language for your tender

English (en) ▾

[< Back](#) [Next >](#)

Add members

Ways to submit

Parties

Lots

Tender Data

Tender report

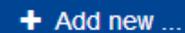
Submit tender

 Call for Tenders

Identification of the tenderer

Procurement Reference
Number

Sole tender



New Main Tenderer

The Group leader and all Group members must be identified with a 9-digit Participant Identification Code (PIC) serving as the unique identifier of their organisation in the Commission online register of organisations participating in the EU grants or procurement procedures. To check if an organisation is already registered in the Commission organisation register, please use the Search below. If the search shows no results, the organisation must register [here](#) to obtain a PIC. The registration is free of charge and takes about 5-10 minutes to complete. No PIC is required for subcontractors.

PIC number (9 digits)

Country

VAT number

National registration number (full number)

Cancel

Search 

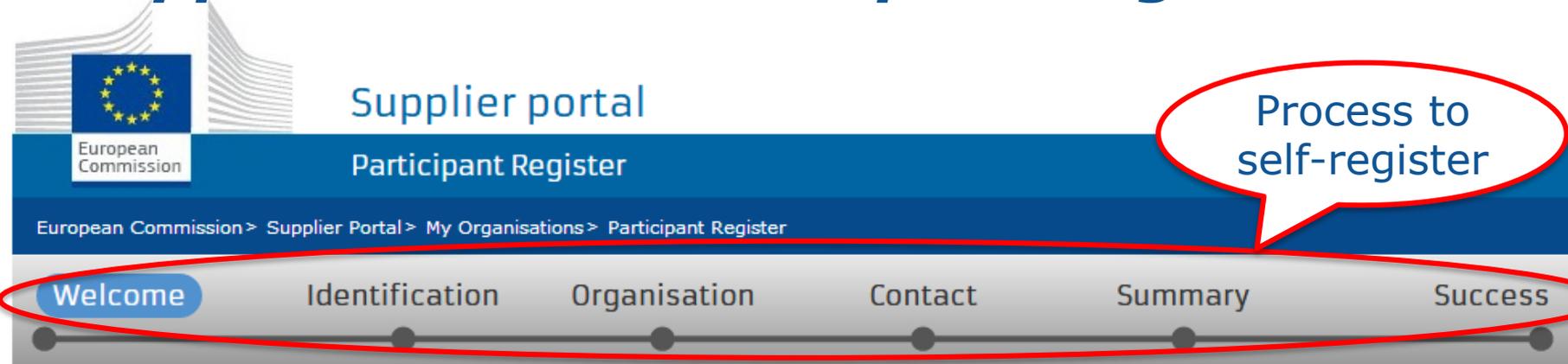
Access to
register new
PIC

¹ Note: The PIC is NOT applicable for Subcontractors



European
Commission

Accessing to PIC registration : *Supplier Portal – Participant Register*



Supplier portal
Participant Register

European Commission > Supplier Portal > My Organisations > Participant Register

Welcome Identification Organisation Contact Summary Success

Process to self-register

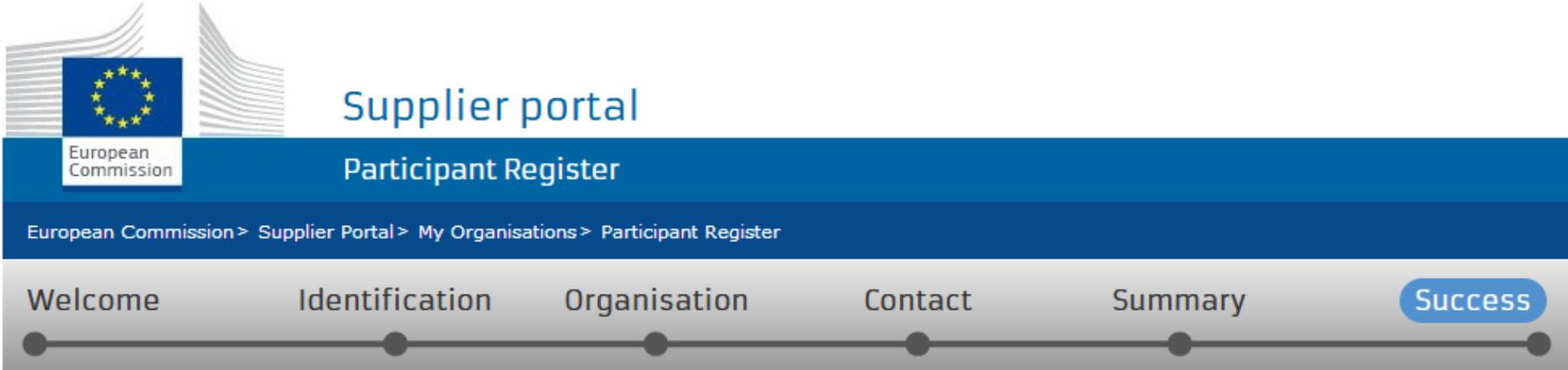
Welcome to the Participant Register

The Registration Wizard will guide you through the process of registration.

- ✓ Please keep the basic legal information (Registration extract, VAT data) of the organisation at hand so you can fill in the forms quickly and correctly.
- ✓ The registration process normally takes about 5-10 minutes to complete. The system will automatically save the information provided during registration in case you want to exit the wizard. Your data will be restored the next time you will access the Participants Register.
- ✓ At the end, it will assign and display the PIC (Participant Identification Code) of your organisation.

Next >

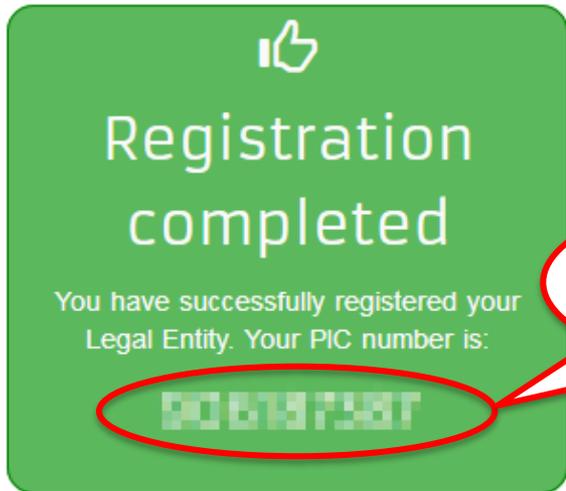
PIC registration: *Success*



Supplier portal
Participant Register

European Commission > Supplier Portal > My Organisations > Participant Register

Welcome Identification Organisation Contact Summary **Success**



Registration completed

You have successfully registered your Legal Entity. Your PIC number is:

0006787387

What's next?

[Continue to update](#)

Get organisation's PIC instantly

Add Members with PIC

Ways to submit

Parties

Lots

Tender Data

Tender report

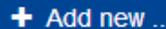
Submit tender

 Call for Tenders

Identification of the tenderer

Procurement Reference
Number

Sole tender



New Main Tenderer

The Group leader and all Group members must be identified with a 9-digit Participant Identification Code (PIC) serving as the unique identifier of their organisation in the EU grants or procurement procedures. To check if an organisation is already registered in the Commission organisation register, please use the Search below. If the se obtain a PIC. The registration is free of charge and takes about 5-10 minutes to complete. No PIC is required for subcontractors.

PIC number (9 digits)

922562927

Country

VAT number

National regi

Cancel

Search 

Search for PIC

Sinnova Sprl

Dreve 176

Woluwé-St-Pierre, BE

VAT : BE0607884153

PIC: 922562927

DECLARED

Select 

Additional qualification documents: *as required*

Attachments



Declaration on honour*

The declaration on honour document is mandatory.

Declaration on honour

Drop files here to attach them

or



Choose file

Attachments

Legal and regulatory capacity

Drop files here to attach them

or



Choose file

- Legal and regulatory capacity
- Economic and financial capacity
- Technical and professional capacity
- Exclusion criteria
- Other documents

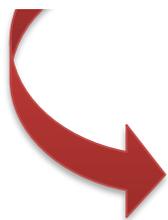
Upload only the documents which the Contracting authority requires to be submitted with the tender as set out in the procurement documents.

Enter your offer

Interesting in the following lots...

i At least one lot must be selected for this call

- LOT 1 - Title
Award criteria: The most economic tender
- LOT 2 - Title
Award criteria: Lowest price



Then, add price, and attach financial and technical documents (per lot)

First, select lots to participate (if applicable)

Lots:

LOT 1 - Title

Total amount exclusive of taxes:

200.000

Total taxes amount: *

22.500

Total amount: *

222.500

Award criteria: The most economic tender

Euro

Euro (It should be 0 if the Contracting Authority is exempt from

Euro

Financial tender

Technical tender

Drag and drop documents:
(or click to browse your files)

Submit Tender

Tender content

LOT 2 - Title
Award criteri

Offers:
Total

Documents

Financial tend

Technical tende

Total amount: 222.500 Euro

Name
 Financial_tender.pdf
 Tecnical_tender_1.pdf
 Tecnical_tender_copy_2.pdf

Validate if the tender is correct & complete



Submit your tender

Submission

You have now successfully completed your tender.

Please click on the the button below to submit your tender.

Submit your Tender



Tender submitted



European Commission

Tender receipt

Receipt from the customer Publications Office of the European Union.
the EC-Supplier Portal at the following URL: https://webgate.ec.europa.eu/supplier_portal.

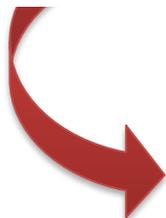
Automatic e-mail received

Electronically signed



Signed and all signatures are valid.

Signature Panel



Access to the tender receipt, detailing:

TENDER RECEPTION CONFIRMATION

(generated by the back-office system)

Tender ID: H0bCo5m99Zy8gJk

Procurement Reference Number: TRAINING/OPENING/SANTE/3/3_LOTS

This call for tender with 3 lots was created for training and test purposes only aimed principally for Contracting Authorities (e.g. Procurement Office compliant to Direct Authority) form part of the test. No g processed in the context of this i

Date/time of reception

06/12/2016 at 17:14 CET

Documents included in the

Documents included

Internal documents generated
Name

Tender documents included

Name

Financial Offer.pdf

Tech offer.pdf

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Useful links & contacts



- **eSubmission wiki site:**

<https://webgate.ec.europa.eu/fpfis/wikis/display/ePRIOR/eSubmissions+to+a+call+for+Tenders>

- **eSubmission ONBOARDING Team**

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- **eProcurement SUPPORT TEAM**

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