

## Expansion of simap.ch from 3.3.2014

### Action to be taken by bidders:

- Decide which UID (if you have several) of your company would be used by your bidder profiles
  - Decide, which employees should act as bidder administrator of your company
  - Register a provider profile for your company, managed by yourself
  - Decide, which employees should act as substitute of the bidder administrator of your company
  - Decide how additional users of your bidder profile (= employees of your company) has to be registered and how they enter into the system
  - Registration of additional users for your bidder profile
  - Registration of subscriptions for the new user profile
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- Make use of the education platform to try out the new bidder profile and user management
  - Make use of the instruction video bidder forms and the user guidelines