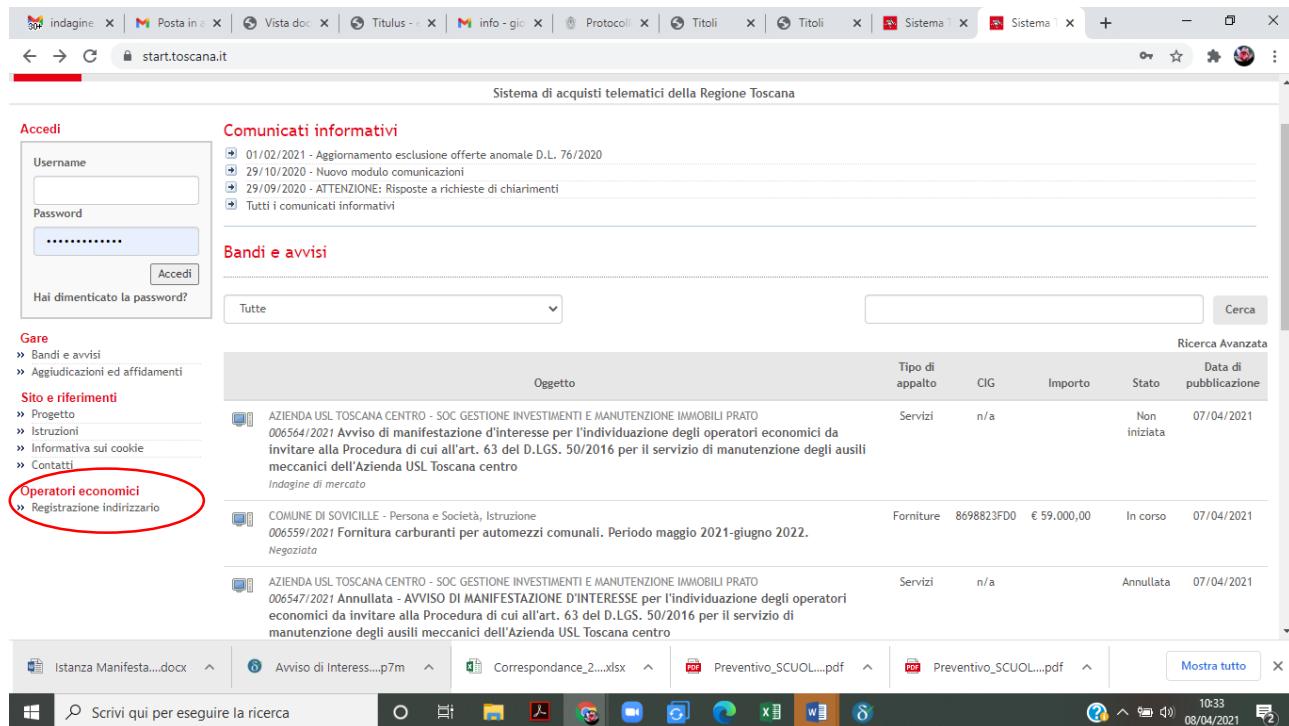


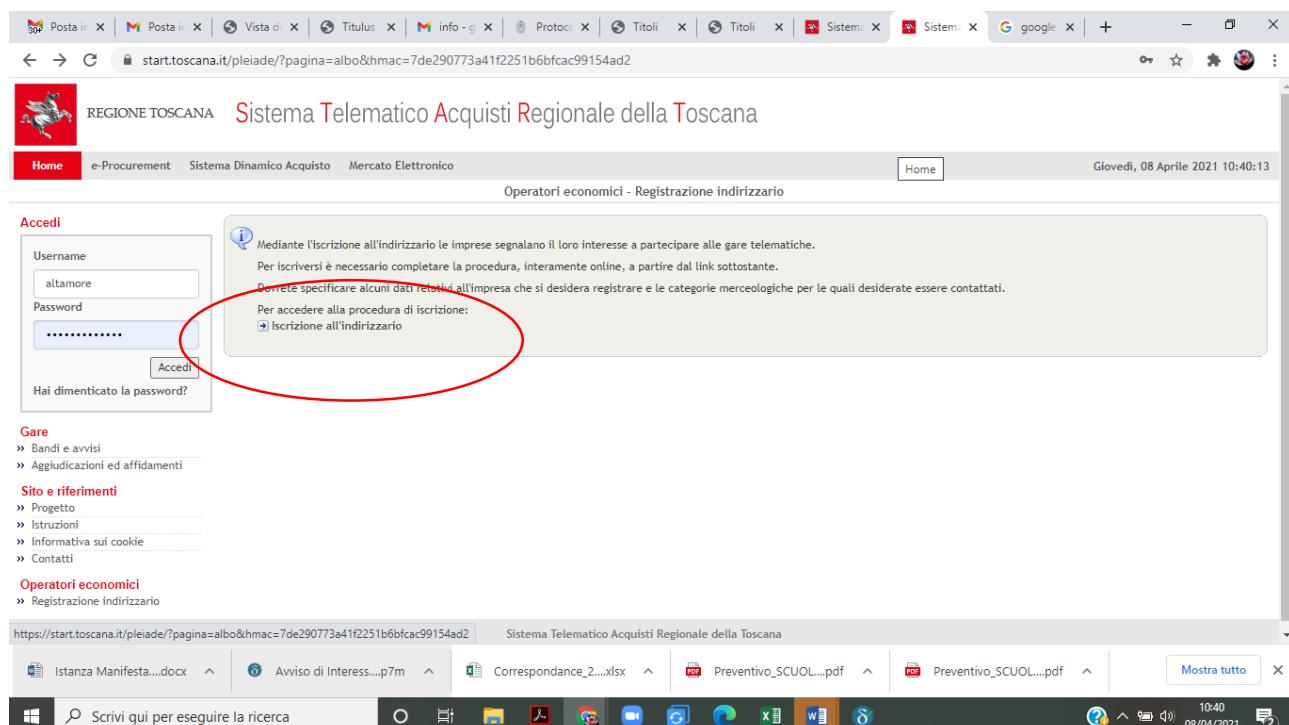
Registration in the supplier directory (<https://start.toscana.it/>)

For any issues please contact 081 0084010

To register, you must complete the procedure, entirely online, starting from the link on the home page in the Economic Operators section link "Registrazione indirizzario" in home page and then "Iscrizione all'indirizzario"



The screenshot shows the homepage of the Tuscany e-procurement system. The 'Operatori economici' section is highlighted with a red circle, and the 'Registrazione indirizzario' link is also circled in red. The page includes a login form, a list of announcements, and a list of tenders.



The screenshot shows the registration page for the Tuscany e-procurement system. The 'Iscrizione all'indirizzario' link is circled in red. The page includes a login form and instructions for registration.

At any time, the economic operator can request cancellation pursuant to Legislative Decree 196/2003 and subsequent amendments. from the supplier directory.

On the following pages of the registration procedure it is necessary to specify the data relating to the economic operator who registers and the product categories for which he wishes to be notified. Mandatory fields are indicated with an asterisk (*).

By pressing the Proceed button any compilation errors will be highlighted in red. Only if all the values entered are considered valid, the data entered will be stored on the system. However, the registration procedure has not yet been completed and the user can access the section dedicated to product categories.

ATTENTION: it is very important that economic operators keep the username and password chosen in mind and in a confidential manner: for security reasons, no one, not even the system administrator can access them.

Choice of product categories

Once the first step of the registration procedure has been completed, the lists of product categories of services, supplies, works are presented into which the supplier directory is divided.

Each economic operator can select, by checking the box or clicking on the category name, all the categories for which he wishes to be contacted.

At least one product category must be selected, while there is no limit to the maximum number of categories that an economic operator can select.

Registration in a particular category does not bind or exclude an economic operator from participating in a tender published in the same product sector.

On the occasion of the launch of new procedures by means of an announcement or notice, the electronic system sends a report to the economic operators who have indicated the same product categories in which the procedure is published.

Confirm data

After selecting the product categories, a summary page of the data entered is presented; in case of errors, changes can be made using the navigation keys Back.

On the other hand, by pressing the Proceed button, the data will be sent to the system which will store and conclude them, showing a message to the user that registration has been completed.

The economic operator can make changes to these data at any time by accessing the Edit personal data menu.