

How to give user the right to sign of behalf of organization in CVP IS



V I E Š Ū J Ū
P I R K I M Ū
T A R N Y B Ā

If in the proposal submission page a button „Submit quotation“ is not active and below you see the message „You are not authorised to sign and submit response on behalf of the company“ (1), you need to open a link „Become a company signer“ (2)

After clicking 'Submit response' you will be required to verify yourself by enter your user name and password.

Evaluate the risk of potential interference (Internet connection speed, Internet connection failure, power failure, change of computerized workplace settings, etc.).

Please be aware that there may be problems with signing quotations using Google Chrome version 80. We recommend to use an older version of Google Chrome or other browsers.

Detailed instructions



You are not indicated as company signer authorised to sign and submit.

2

[Become a company signer](#)



Time left: 511:46:28

My Quotation **Contracts** Messaging Audit trail

rft

[View rft](#) [View documents](#) [Assign user rights](#)

Dates (EET)

Kompiuterių pirkimas

Quotation deadline

12/03/2021 00:00

My response

Kompiuterių pirkimas

My documents

1 document(s) attached

Attach documents...

Progress

Percent complete

100%

My documents

1 of 1 required document(s) attached

Quotation not submitted

[View/Print response form](#)

[Submit quotation](#)

1

You are not authorised to sign and submit response on behalf of the company

How to give user the right to sign of behalf of organization in CVP IS?

Mark **User may sign on behalf of the company** (1)
and click button **Save** (2)

1

Regional settings

* Preferred language: Lithuanian




* Time zone: Eastern European Time GMT+:




User settings

- User may sign on behalf of the company
- Notification settings via email [More information](#)
- Generic Contract : Generic Contract Shared
- Invitation to rft
- Changes made to the rft by the buyer
- Suppliers: Quotation submitted
- For suppliers: Intended to be awarded
- For suppliers: Intended not to be awarded
- New user created
- For suppliers: First bids in auction sent by the buyer
- Task assigned to you
- For suppliers: Reservation letter
- For suppliers: rft Overview message sent
- Task completed by assigne
- Task expiration report
- Qualified to DPS
- Not qualified to DPS
- Rft quotation deadline notification
- Rft QnA: Answers from buyers
- QnA: Answering User Assigned

2 Save Cancel

Click **Done** (1) and open link **Home** (2)

CVP IS   

Administration  Vardenis  Help  Log out

Home **2** User details

User details Vardenis Pavardenis

Instructions

From this page you can update user personal settings and profile

User details

Name:
Vardenis Pavardenis

E-mail:
lina.krisciunaite@vpt.lt

Timezone:
EET

[Edit...](#)

Settings

ActiveX settings Internet Explorer only
Manage ActiveX controls used on the marketplace.

1 [Done](#)

Open tender by clicking on tender name



Reports



Account administration

View your presentation here!

Add users or update profile



Do you need technical support?

Create a ticket

or email: pagalba@vpt.lt

phone: +370 5 219 7000



User guides (pdf)

Mokomoji medžiaga tiekėjams

→ [rft](#)

20/07/2020 13:21 [CVP IS: Testinė PO Jums išsiuntė pirmuosius pasiūlymus dalyvauti aukcione 498400:2](#)

→ [rft](#)

Showing the last 10 unread system notifications

My Request for Tenders

No	Description	Times (EET)	Buyer
527999	Kompiuterių pirkimas ▶ Kompiuterių pirkimas	End time: 12/03/2021 00:00	Testinė PO
524374	Maisto produktų pirkimas		Testinė

Click **Submit quotation**

Detailed instructions



My Quotation

Contracts

Messaging

Audit trail

rft

 View rft  View documents  Assign user rights

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(EET)

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My response

Kompiuterių pirkimas

My documents

1 document(s) attached

Attach documents...

Progress

Percent complete

100%

My documents

1 of 1 required document(s) attached

Quotation not submitted

View/Print response form

Cancel expression of interest

Submit quotation

Technical support
Email: pagalba@vpt.lt



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