# *Guidelines for Viewing or Downloading TENDER*

**Important Note** :-

❖ One time **Mandatory Registration** is required for any Person, Vendor, Party to view or download any TENDER.
❖ Once Registered any one can use the same **User name** and **Password** for viewing or downloading Tender in future sessions.
❖ Tender Registration has no link with **Vendor Registration**.

**Steps to be followed:**

✓ Open the Website http://www.bridgeroof.co.in

✓ Click on **"Tender"** Button, **a separate window will open.**

✓ Click on **"Active Tenders"** (on left most corner) or any Button of the same section (e.g. in TENDERS BY CLASSIFICATION option – Consultancy, EOI, etc. etc) : **a separate window will open.**

✓ Click on any **Notification No.** of Tender you wish to sdearch. **Short** d**etails of the same Tender will open**.

✓ If you are satisfied with that information of the same Tender, then take print (using **Print** option).

✓ If you want to **view or download details of the same Tender** then **Click** on **"login"** button. A window will open.

✓ If you are **already registered** then use **same Username and Password** and enter the displayed word verification code to open or download your desired Tender.

✓ For **New Registration** please Click on **"Register Here"** button.

    o Give your desired **Username**, Password and same password in Confirm Password place, Company Name and Address and Word Verification (as displayed on the screen) as required. Press **Submit** button.

    o A window will open with message **"Registration successful. Please login with your Username and Password and go to Active Tender Page to view or download the Tender Document"**.

    o Go to "**Active Tender**" Page again and click on the desired Tender document.

    o Press **login** and use your **Registered Username and password with Word Verification** to view or download the Tender

✓ **After login** you can **open or view** the details file/files of your desired tender after selecting it from Active Tender Screen.

✓ When you **Click on file name** under **View Uploaded File Details**, it will ask you to **open or save the same file**.

✓ After completing your work **Logout** from the same page by clicking **"Logout"** button on the same page.

✓ To view or download any other Tender you have to login again with your same Username and Password.

By pressing **Home** button you can move to Home page of our website and by pressing **Tender Home** button you can move to our **Main Tender Page**.