

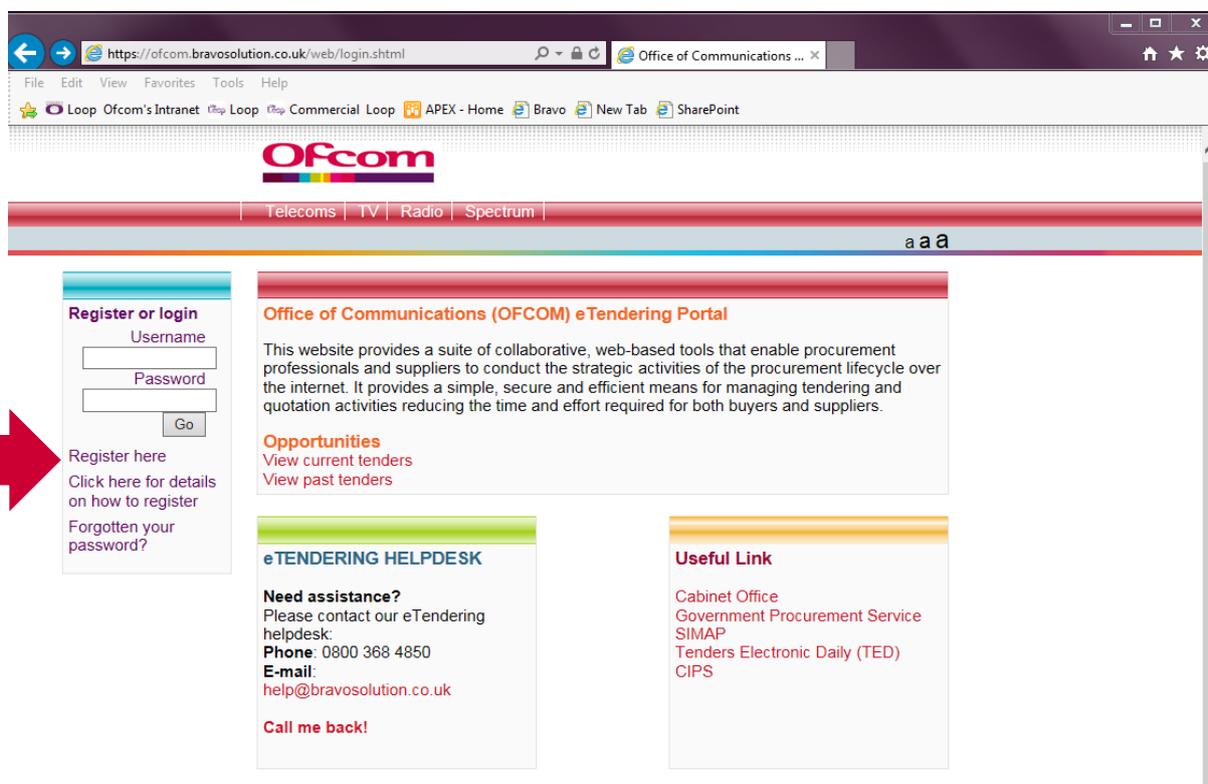
## Registering on the BravoSolution eSourcing Portal

Registering on the portal only takes a few moments and enables you to gain access to Pre-Qualification Questionnaires, Invitation to Tenders and other relevant documentation.

If you experience any problems while registering please telephone the **BravoSolution helpdesk on +44 (0)800 368 4850**.

### Step by Step Guide

1. Browse to the BravoSolution eSourcing Portal: <https://ofcom.bravosolution.co.uk>
2. Click on the “Register here” hyperlink.



The screenshot shows the Ofcom BravoSolution eSourcing Portal. The browser address bar displays <https://ofcom.bravosolution.co.uk/web/login.shtml>. The page features the Ofcom logo and navigation links for Telecoms, TV, Radio, and Spectrum. A search bar is visible. The main content area includes a 'Register or login' form with fields for Username and Password, and a 'Go' button. A red arrow points to the 'Register here' link below the form. To the right, there is a section titled 'Office of Communications (OFCOM) eTendering Portal' with a description of the portal's services. Below this, there are sections for 'Opportunities' (View current tenders, View past tenders), 'eTENDERING HELPDESK' (Need assistance? Please contact our eTendering helpdesk. Phone: 0800 368 4850. E-mail: help@bravosolution.co.uk. Call me back!), and 'Useful Link' (Cabinet Office, Government Procurement Service, SIMAP, Tenders Electronic Daily (TED), CIPS).

3. Please read the user agreement, select “I agree” and click “Next”.
4. Enter your organisation and user details.
5. Note the username you chose (we recommend the name of your organisation) and click “Save” when complete.
6. When your registration is activated you will receive an email confirming activation and then another email with your unique password to allow you to log into the portal.
7. Please note this has registered your **organisation** not an **individual**. If you wish to add additional colleagues as users please contact the BravoSolution helpdesk and they will assist.
8. Please note that the portal is a secure environment (similar to online banking) and will log you out if you are inactive for longer than 15 minutes. To avoid this happening whilst you are

working it is advisable to allow pop-ups for this portal, you will then receive a two minute warning allowing you to refresh the session before you are logged out for inactivity.

**If you require any further assistance, please contact the BravoSolution helpdesk on +44 (0)800 368 4850 / [help@bravosolution.co.uk](mailto:help@bravosolution.co.uk)**