

اعتقاد  
Etimad

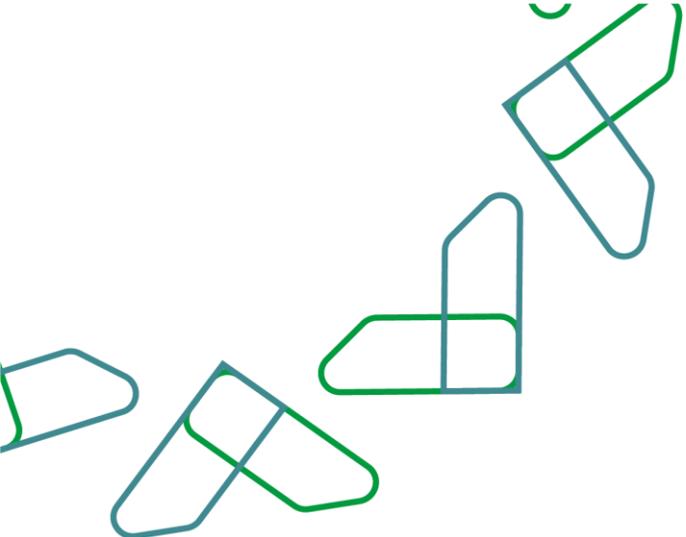


# User Guide

Etimad Platform - Browse Available Competitions

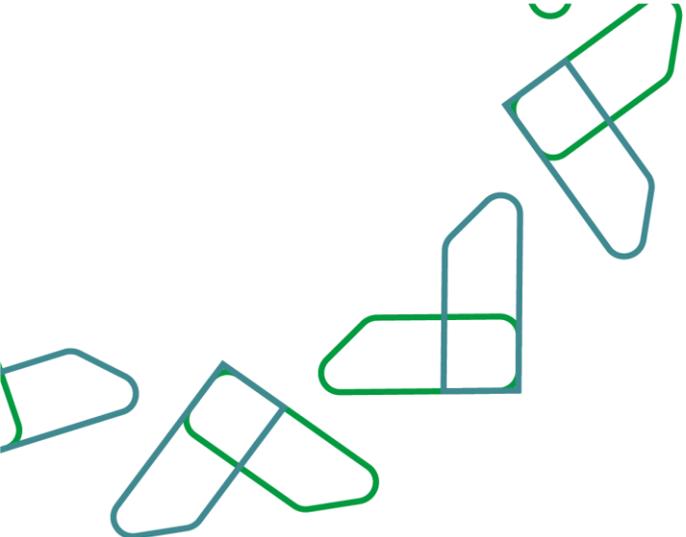
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## Introduction

As part of Saudi Arabia's Vision 2030 and its direction to improve operational efficiency and align projects with national economic needs, the Ministry of Finance has launched a comprehensive user guide to activate and facilitate access to its e-services.

The Competitions and Procurement Management Services enable the private sector to view available competitions, receive invitations, purchase tender documents, and submit bids electronically.

## Annual Subscription Service

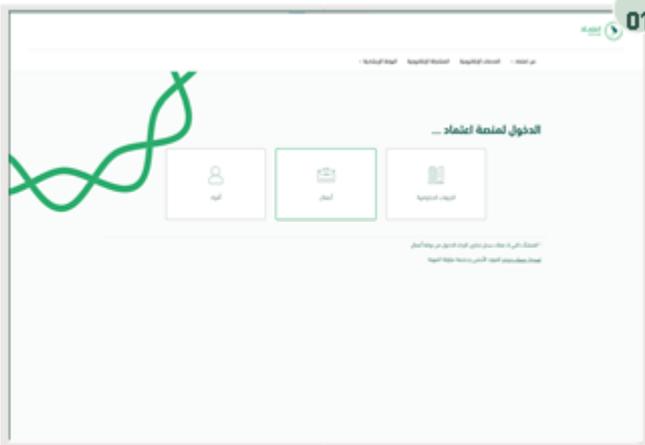
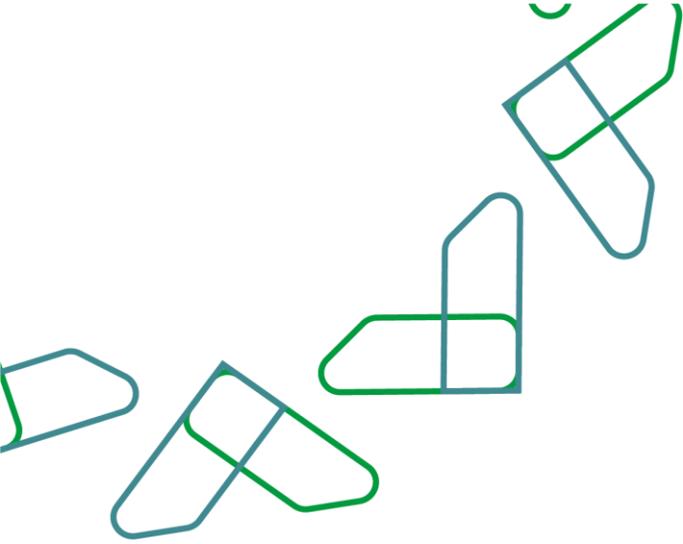
This service enables suppliers to subscribe in government procurement and tendering services

### Business rules

To subscribe, the required fees must be paid.

### Steps to Use the Service:

1. Log in to the system
2. Access the subscription service
3. Read the introductory overview of the system services
4. Agree to the terms and conditions and confirm the subscription
5. Pay the subscription fee



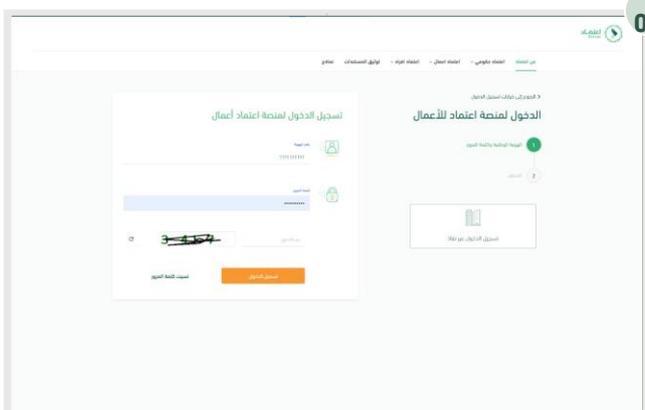
01

### User guidelines

To access the platform, please use the following link:

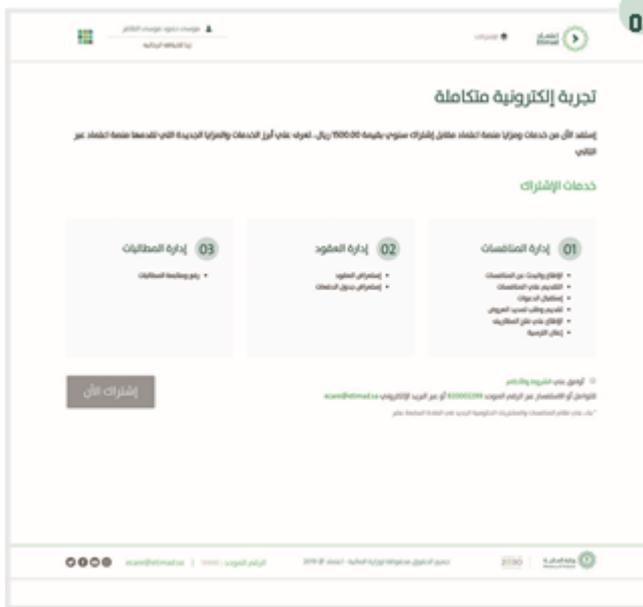
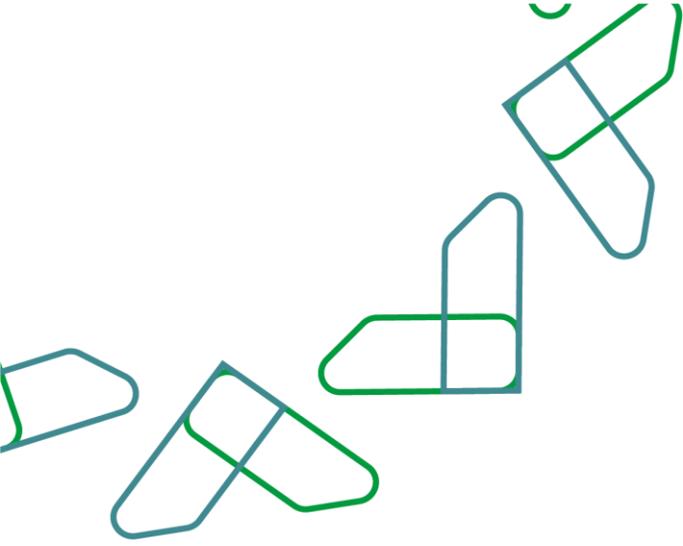
<https://etimad.sa/>

Click the "Business" icon



02

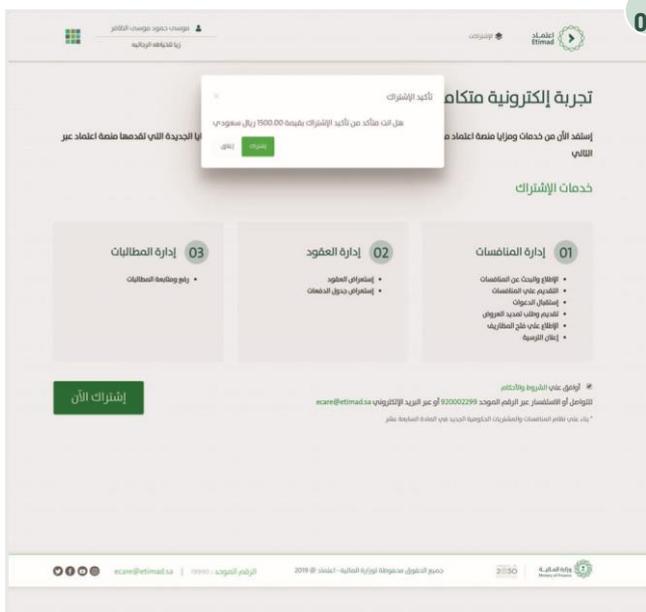
Access to the system requires entering the ID number, password, and verification code.



03

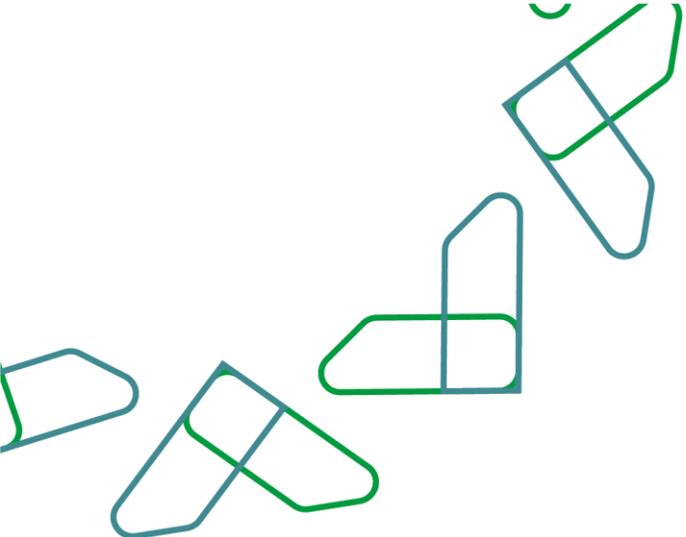
An introductory screen will appear outlining the services of the Government Tenders and Procurement System.

The user must review and accept the terms and conditions, then proceed by clicking the "Subscribe Now" button.



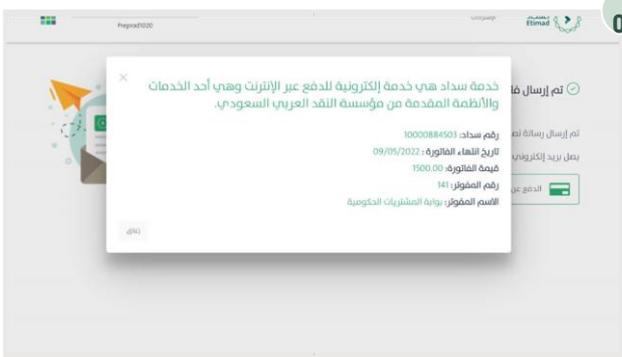
04

Confirm the subscription by clicking on the "Subscribe" icon



05

After that, the subscription payment number will appear, and a text message and email will be sent to complete the payment



06

Then all invoice details will be displayed



## Viewing current competitions service

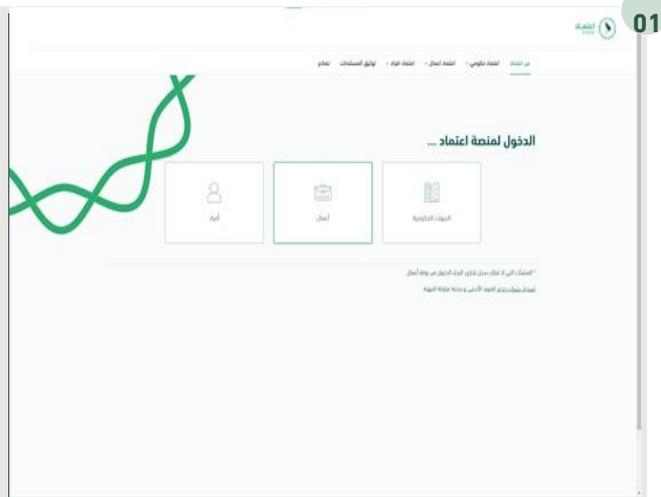
A service that enables suppliers to view the published competitions available on the platform

### Business rules

the required fees must be paid

### Steps to Use the Service:

1. Log in to the system
2. Access the “New competitions” service
3. Click on the "All Competitions" icon

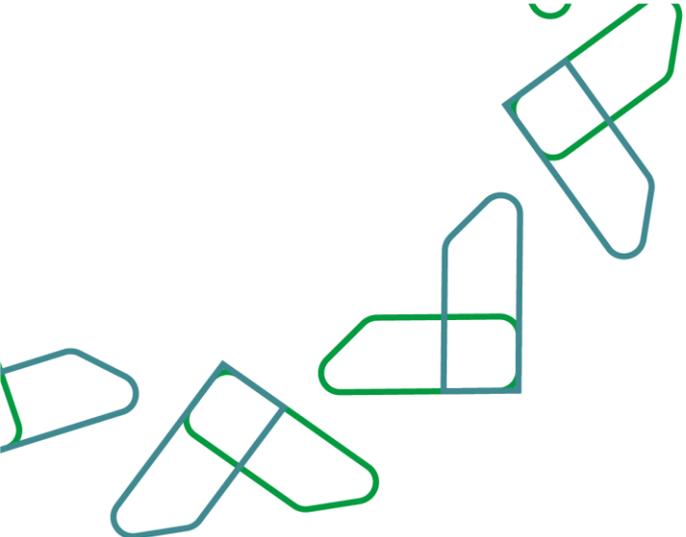


### User guidelines

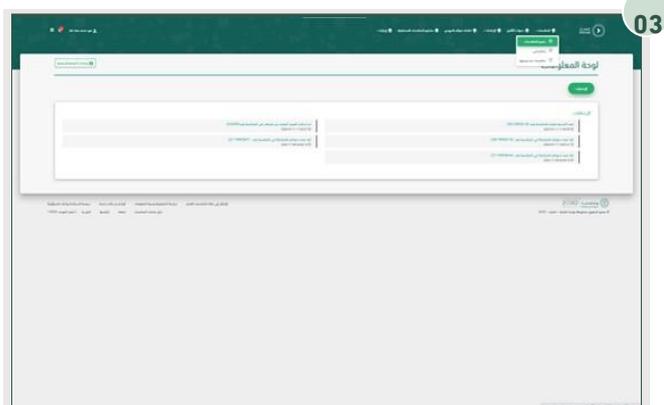
To access the platform, please use the following link:

[https://etimad.sa /](https://etimad.sa/)

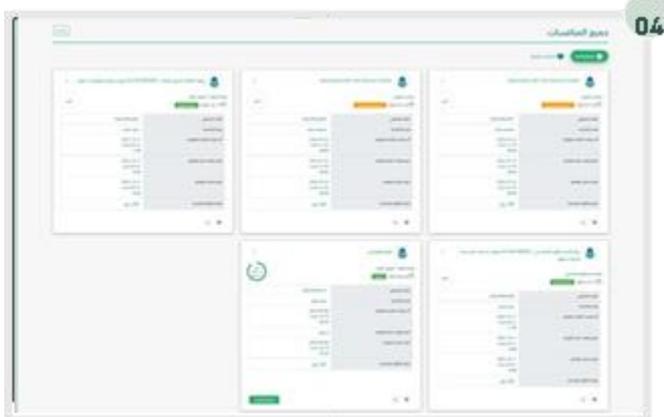
Click the “Business” icon



To access the service, Click on the " **New Competitions** " icon



Through the " **Supplier** "account , click on " **All competitions** " this will display all competitions that have been published and made available to supplier



All current competitions will then be displayed to the user.

The user selects the desired competition to apply for by clicking on " **Join Competition** "

## Viewing current competitions service

A service that enables suppliers to view upcoming competitions on the platform.

### Business rules

the required fees must be paid

### Steps to Use the Service:

1. Log in to the system
2. Access the “New competitions” service
3. Click on the "All Ads" icon

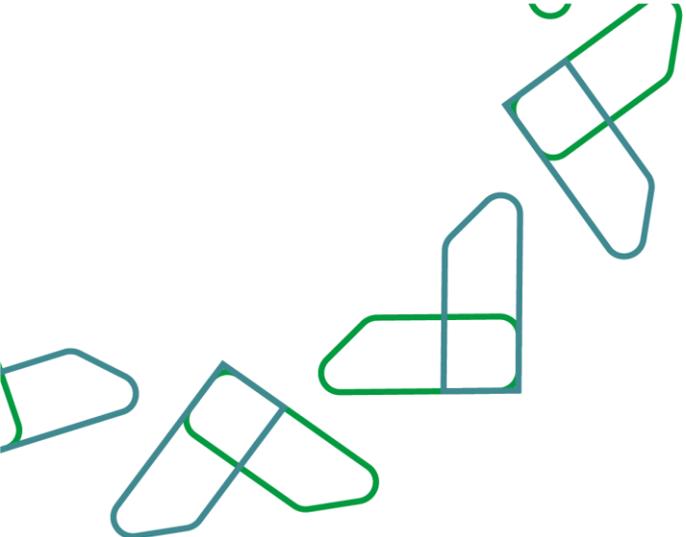


### User guidelines

To access the platform, please use the following

link: [https://etimad.sa /](https://etimad.sa/)

Click the “Business” icon

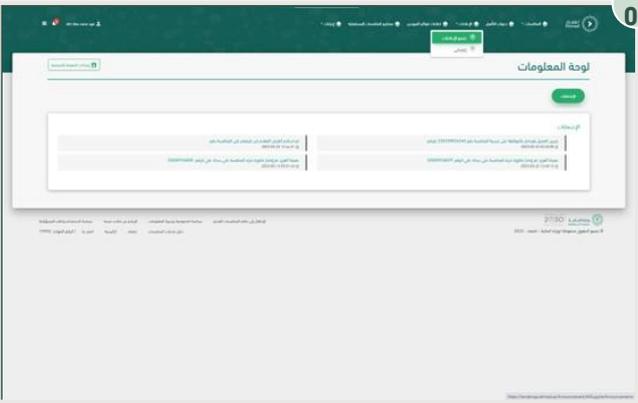


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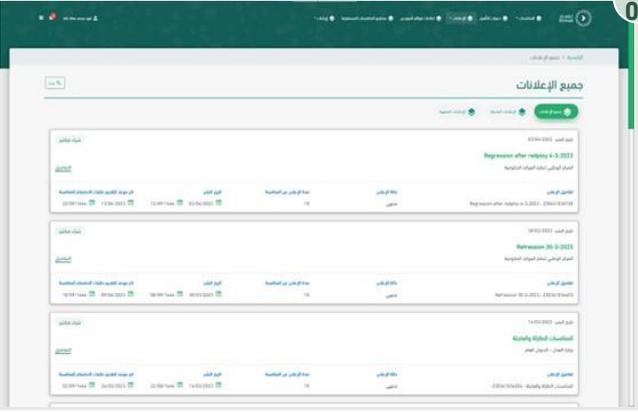
To access the service, Click on the " New Competitions " icon

03



From the " Supplier " user, click on the " All Ads" icon

04



All upcoming and closed competitions are displayed.

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# Thanks

Supervised by

وزارة المالية  
Ministry of Finance



**NCGR**  
المركز الوطني لنظم  
الموارد الحكومية



   EtimadSA