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HOW DO I REGISTER ON ELEKTRONIČKI OGLASNIK JAVNE NABAVE RH (URL: <https://eojn.nn.hr>)?

Click **Registracija** button on the main menu and follow the steps.



Step 0. Registracija (Registration)

- Choose **Pravna osoba (Legal entity)**, and then click **Dalje (Next)**.

Step 1. Osnovni podaci o tvrtci (Company information)

- Enter the company's name. **Use magnifier icon to select your country.** When foreign country is selected it is not necessary to fill in company's identification number (OIB). Click **Dalje (Next)**.

Step 2. Adresa (Address)

- Click on **Nova (New)** button.
- In **Tip adrese (Address type)** column select **Sjedište (Headquarters)**.
- In **Adresa** column enter **Headquarters' address**.
- In **Poštanski broj** column enter your **Zip code**.
- In **Mjesto** column enter **the city where company is located**.
- Click **Prihvati**, and then **Spremi i dalje (Save and proceed to the next step)**.

Step 3. Pregled (Summary)

- Verify if the entered information is correct and then click **Spremi (Save)**.

Step 1. Osnovni podaci (User information)

- Enter your first and last name.
- It is not necessary to fill in your personal identification number (OIB).
- Click **Dalje (Next)**.

Step 2. E-pošta (E-mail)

- Enter your e-mail address. Click **Spremi i dalje (Save and proceed to the next step)**.

Step 3. Podaci za prijavu (Registration information)

- Type desired **Username** (i.e. erciyas), **Password**, and then **retype password** (i.e. aJSLJo837jjj!\$%&a).
 - Password length must be at least 8 characters.
 - It must contain at least one numerical digit.
 - It cannot start with your user name.
- Click **Spremi i dalje (Save and proceed to the next step)**.



Step 4. Opći uvjeti poslovanja (TOS)

- Check **Prihvaćam uvjete** if you agree to our **Terms of service**, and click **Spremi i dalje (Save and proceed to the next step)**.

Step 5. Pregled podataka (Summary)

- Verify if the entered information is correct and then click **Spremi (Save)**.

This completes your registration. Make sure you check your e-mail's inbox and click on the link **ovdje (here)** to verify your e-mail and activate your user account.

This is an example of an activation e-mail:

Poštovani(a)

Primili smo Vaš zahtjev za registraciju. Da biste potvrdili svoju adresu e-pošte i aktivirali korisnički račun kliknite [ovdje](#). (<- here is the link)

In order for you to be able to download tenders' documentation it is necessary to turn off pop-up blocker or add <https://eojn.nn.hr> to your browser's pop-up blocker exception list.

In some versions of *Internet Explorer* browser it is necessary to enable *Automating prompting for file downloads* option. (Quick guide: Tools -> Internet options -> Security -> Custom level... -> Downloads -> Automating prompting for file downloads -> Enable -> Ok -> Yes -> Ok).

Now **Login** by clicking on the **Prijava** at the top-left corner of our main page.

If you have any further questions do not hesitate to contact our helpdesk.

E-mail: eojn@nn.hr