

## welcome to digital tenders

What you need to understand this document:

- your username
- your password
- the name of the project you're tendering on

- 1 Go to <http://tenders.fultontrotter.com.au>
- 2 Using the username and password provided to you, enter them carefully into the boxes on the page.
- 3 Click "login"
- 4 Once logged in, you will see the projects that you have access to in a list format.
- 5 Select the project you need to download files for.
- 6 You will now see the list of files available for download in a numbered format.  
\*if the files have not been issued as of yet, there will be a message indicating you will be notified when they will be available in this location.
- 7 When you've finished downloading all the files you require, click "logout" at the bottom of the page.

website feedback & support

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important information on digital tenders

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