

Persian:

To select the Persian language, please choose this key. When entering the system, the default language is Persian.

A blue rectangular button with the Persian word "فارسی" (Farsi) written in white text.**English:**

To select the English language, please choose this key.

A blue rectangular button with the word "English" written in white text.**Membership Request:**

Suppliers who have not yet registered in the MAPNA Group Suppliers Database, after reviewing the MAPNA Group website, can proceed to apply for membership through the “Membership Request” key if their activities align with the needs of the MAPNA Group. In the following, if there is a need for the introduced field of activity, the Commercial Deputy of MAPNA Group will proceed to activate the “username” and “password” and send it to the email provided by the supplier. The username for Iranian companies is the company’s national ID. For foreign companies, the company’s registration code in the relevant country must correspond with the company’s registration documents.

Suppliers must be aware that when selecting the type of supplier, they should only choose their primary activity type. Otherwise, since forms corresponding to each selected activity type must be completed by the supplier, they will encounter difficulties during the data completion process.

System Login:

Suppliers whose membership requests have been approved, after entering the “username” and “password” received via email, can proceed to complete their data in the system by selecting the “system login” key. After completing the data tables and attaching the necessary documents, they should proceed with the “final registration and submission of data” through the relevant form. It should be noted that in case of incomplete data in key tables and failure to attach mandatory data, the possibility of “confirmation and submission of data” will not be available. The software will announce an error message and list the incomplete data. Additionally, non-mandatory table data and attachments also impact the evaluation and determination of companies’ levels, and it is recommended that companies complete all relevant tables.

After the “confirmation and submission of data”, the supplier’s access to the database will be suspended. The Commercial Deputy of MAPNA Group will then proceed to review the data and assess the supplier’s qualifications. The company will be registered in the MAPNA database if the necessary scores are achieved. If necessary, the executing units of MAPNA Group contracts will invite that company to participate in relevant tenders or collaborations. The result of the data review and evaluation of the supplier will be communicated to the respective company via email.

A screenshot of the MAPNA GROUP login interface. At the top, the logo features a stylized red and white 'M' followed by the text "MAPNA GROUP" and the tagline "Dedicated to Excellence". Below the logo are two input fields: "User Name" with a person icon and "Password" with a key icon. At the bottom is a red "Login" button.

Membership Follow-up:

Suppliers can inquire about the latest status of their company's registration for membership in the MAPNA Group database by visiting the "Membership Follow-up" section.

Password Recovery:

If the supplier has lost their password, they can recover it through this method.

The operations related to the forms of the Supplier Data Management System are carried out by the following icons:

By clicking on this button,  a blank row is added to the table, ready for data entry. After entering data, it is necessary to use the save button  to save data.

By clicking on this button , all performed actions (including creating, deleting, and editing data) are reverted to their previous state.

By clicking on this button , the selected row and column are deleted from the form. Click on the save button  to save changes.

Note: To save any changes in the database, it is necessary to use the save button  after performing any operation on each page; otherwise, input data or changes made in the database will not be saved.

This button  is used to enable/disable the search toolbar.

You can use this button,  called "Detach," to separate a section of the page you are entering data into.

The top bar of the page is designated for displaying system messages, which are shown in either English or Persian, depending on the system language.

