

Digital Signature

Information-sheet about ANKÖ-Services

A qualified electronic signature is required to submit an offer within an procurement procedure on the ANKÖ platform. If an electronic signature is not yet available, ANKÖ recommends to obtain it early enough before the electronic submission of the offer. It is advised to acquire the electronic signature **as early as** possible before an electronic submission of an offer.

General Information

There are 2 different types of qualified electronic signatures in Austria, that are a valid instrument in a procurement procedure.

- electronic signature by mobile phone
- electronic signature by citizen card

These two methods represent a form of a qualified electronic signature. For both types it is important to note that the electronic signature is made out in the name of an actual person (=individual) and not a corporation.

Electronic Signature by Mobile Phone

For the use of the mobile phone signature, no extra device is needed and it is free of charge. However, a mobile phone with an Austrian phone number is required. With this the mobile

signature must be registered or activated before the first use. For this purpose, the person must be registered in the Austrian population register or in the supplementary register for other affected persons (ERsB). ANKÖ may sign in the name of the international corporation, if an appropriate authorization is existent - this saves international corporations from registering in Austria and getting an Austrian phone number.



The quickest way is to register in person at a registration office. For this you need a photo ID and your mobile phone. The closest registration office is found at <https://www.a-trust.at/registrierungsstellen> . For more information please visit: <https://www.handy-signatur.at>

Digital Signature by Citizen Card

The citizen card can be used in two ways for the electronic submission of an offer at the ANKÖ platform. However, both of them require a card reader and Austrian Citizen-Card Software. Please note that not all citizen cards are compatible with the software. We recommend the citizen card software of a.sign client and the citizen card software of the company A-Trust (more information at www.a-trust.at)

- Online Citizen card Software

This function must be executed in the browser "internet explorer" and requires the latest Java version. After the installation, the signature can be completed by entering the PIN.



Online BKU

- Local Citizen card Software

For the local citizen card service, the citizen-card-software and the A-sign-Client is needed. For both software applications, please visit: <http://www.a-trust.at/downloads/>.



Lokale BKU

Other providers of citizen card systems can also be found at <https://www.buergerkarte.at> . We would like to emphasize once again that the bidder himself is responsible for the local functionality of a digital signature (installation of a suitable citizen card software, including the client).

More information on electronic signatures can be found at <https://www.buergerkarte.at/> , prepared by the Centre for Secure Information Technology Austria (A-SIT) in cooperation with the Austrian Federal Chancellery.

Important Facts

- ANKÖ recommends the use of the mobile phone signature, as no card reader device or extra software is required for this procedure, which makes the signing process simple and flexible. This signature may also be used for other legal actions.
- Multiple electronic signatures are possible, if needed or activated. „Person zur Signatur einladen“ allows for other persons to join the digital signature process. This helps to facilitate the four-eyes-principle or the hierarchy in the approval-process.



Signature service for foreign bidders

For those corporations which do not have a branch office in Austria, ANKÖ provides an extra service, which allows ANKÖ to sign via mobile phone signature on behalf of the international corporation. For more information and remuneration, please contact us at office@ankoe.at.

If any questions regarding your digital signature should arise, feel free to contact support@ankoe.at. For questions regarding the digital signature in the ANKÖ system, you can contact support@ankoe.at for further information.