For Existing Suppliers to register as bidders Ohio Buys:

Navigate to: https://ohiobuys.ohio.gov/page.aspx/en/usr/login? and click OhioBuys Log In

- 1. Enter your email address and confirm it by entering again
- 2. A one-time code is sent to your email address enter that code
- 3. Click verify, click next
- 4. Insert your name and date of birth, click next
- 5. Enter a username click next; Enter a password, click next
- 6. Choose account recovery options, if you wish
- 7. Click Next and I Agree
- 8. Answer the Verification question (not a robot)
- 9. Click Create Account.
- 10. Click Continue, enter your log in and password and click Log In

You will receive confirmation email.

## **Need Assistance?**

Contact OBM Shared Services Center 614-338-4781 or 1-877-644-6771

OR

<u>OBM.ContactCenter@obm.ohio.gov</u> | Remember to put "**OhioBuys**" in the subject line.