

Register on CCFT e-Sourcing Portal:

All suppliers will need to be registered on the CCFT portal to allow them to tender for National Highways works and services. Suppliers can access the CCFT portal by using the following web address by clicking or pasting the following address into their browser: <https://nationalhighways.ukp.app.jaggaer.com/>

Once the account is registered suppliers are responsible for managing their own accounts and will need to create a Superuser account which is the main account holder for the supplier. They will then be able to add additional roles and sub-user accounts to the supplier account on the CCFT platform.

The supplier, on registration or subsequently can update their records to reflect the latest details associated with the account. It is important that the supplier maintains an active Superuser.

Two Factor Authentication (2FA):

In-line with current cyber security best practice, National Highways have incorporated some additional security measures for external users accessing our data and systems. In this case, suppliers will need to use extra security to access the CCFT platform when logging on.

For additional security once registered. Two-Factor Authentication (2FA) will be required to access the portal. The supplier will need to register the account on Google Authenticator by scanning a QR code provided at registration. When they login they will be prompted to add a six-digit authorisation code that is synced to their account, typically via a smartphone app. They will then access the dashboard as normal.

Suppliers will find a useful guidance document which can be accessed from the CCFT home page. The guidance document provides a step-by-step guide on how to use 2FA and has a dedicated section to Frequently asked Questions. The document can be accessed by clicking the 'Click here for details on how to register' button as highlighted in the green outline below. This then opens the guidance which also contains the link to the registration video.

Should you require assistance, please call e-Sourcing helpdesk on 0203 868 2859.