

Privacy Policy

Privacy Policy and our use of cookies

At Procurement Systems of Sweden AB we care about your integrity and manage your personal data securely. This Privacy Policy applies to our website, registration and downloads via our website and other channels (social media, email, telephone etc.). ("The Services") Privacy Policy after downloading the system ProTendering is described in ProTendering Privacy Policy. Our pPrivacy Policy describes how we gather and use personal data when you use, or an agreement is entered to use, "The Services" in accordance with GDPR.

Your personal data – Your personal settings

We always apply the applicable privacy legislation in all processing of personal data and guarantee that it is stored and handled in a secure manner. The legal basis for processing your personal data is the consent you hereby give. You can at any time completely withdraw your consent, whereby your personal data will be removed or anonymized unless there is another legal basis for keeping them for a period.

You can make requests about the processing of your personal data by emailing info@protendering.com

Uppdaterad: 2023-12-10

Privacy Policy for Procurement Systems of Sweden AB

At Procurement Systems of Sweden AB, we are committed to protecting and respecting your privacy. This Privacy Policy applies to our website, content registration and downloads via our website and other channels (social media, email, telephone, etc.), (the "Services"). The use of the ProTendering system The privacy policy describes how we collect and process personal data when you use or enter into an agreement to use the Services.

1. The ProTendering software Privacy Policy

ProTendering is a stand-alone IT system, installed as an app on a single computer, for a single user. The user purchases a time-limited license. Once the user has installed ProTendering on their computer, the system has no communication with the application developer at all. All data is owned and controlled by the user behind the user's firewalls.

Read more about ProTendering IT-Security

Procurement Systems of Sweden AB is using only the information specified in Section 3.

2. What is personal data?

Personal data is information and assessments that can be linked to an individual person. Our processing of personal data is covered in accordance with the current Data Protection Regulation (GDPR) which applies as law in all EU member states from and including May 25, 2018.

We use your personal data:

- To provide the Services (Performance of Agreement)
- To provide customer service, including responding to inquiries from you
- To contact you representing an organization that is a customer or potential customer for sales purposes (Legitimate interest/Performance of contract)
- To market our services (Legitimate interest)
- To analyze the use of the services for analytical purposes
- Tracking history
- To prevent misuse and maintain the security of "The Services"
- To fulfill statutory obligations, e.g. the Accounting Act

We only use personal data for processing purposes that have a valid processing basis. We only collect and store personal data that is required for the relevant processing activity and delete the data when it is no longer needed.

3. Collection of personal information

The following types of personal information may be collected, stored and used:

1. Information about your computer, including navigation information, about your IP address, geographic location, browser type, referral source, length of visit, page view and version, and operating system information.



- 2. Information you provide to us when you create a profile on our website, submit web forms or subscribe to newsletters, such as your email address, first name, last name and phone number.
- 3. Information you provide when using the services on our website.
- 4. Purchase and transaction information, which includes your name, address, telephone number, email address and credit card information.
- 5. Information that you post on our website with the intention of publishing it on the Internet, which includes your username, profile pictures and the content of your posts.
- 6. Information contained in any communication you send to us by email or through our website, including its communication content and metadata.
- 7. Any personal information that you send to us.

4. Disclosure of Personal Information

We may disclose your personal information to any of our employees, directors, insurance companies, professional advisers, agents, suppliers or subcontractors as is reasonably necessary for the purposes set out in this policy.

Your data may also be disclosed in statutory cases, as part of payment (collection), accounting purposes or as a result of orders from relevant public authorities.

5. We may disclose your personal information:

- 1. to the extent that we are required to do so by law;
- 2. in connection with ongoing or future court proceedings;
- 3. to establish, exercise or defend our legal rights (including disclosing information to others for the purposes of fraud prevention and credit risk mitigation);
- 4. to the buyer (or prospective buyer) of any business or asset that we are in the process of (or considering) selling; and
- 5. to any person whom we reasonably believe may request from a court or other competent authority that we disclose the personal information if, in our reasonable opinion, such court or authority could reasonably order us to disclose the personal information.

Except as stated in this policy, we will not disclose your personal data to third parties.

6. Share information on social media

You can share information from our services on social media, such as Meta, LinkedIn and Instagram. If you choose to share information in social media, these media may collect information about your activity on the Service. Procurement Systems of Sweden AB has no control or responsibility for how social media use personal data that they collect about you.

7. Third-party web sites

Our website contains hyperlinks to and details of third-party websites. We have no control over, and are not responsible for, the privacy policies and practices of third parties.

8. Your personal information security

- 1. We will take reasonable technical and organizational precautions to prevent the loss, misuse or alteration of your personal information.
- 2. We will store any personal information you provide on our secure servers.
- 3. All electronic financial transactions made via our website are protected by encryption technology.
- 4. You acknowledge that transmission of information over the Internet is inherently insecure, and we cannot guarantee the security of data sent over the Internet.
- 5. You are responsible for keeping the password you use to access our website confidential; we will not ask you for your password (except when you log in to our website).

9. Use of tracking technology (cookies etc.)

We use cookies and other tracking technologies to analyze your usage patterns. The use of such technology has been discussed in sections 1 and 2.

10. Marketing

We use various tools to provide personalized marketing and advertising to the users of our services.

We use the following services to analyze the use of our services and to provide targeted marketing and advertising for the use of our services:

Google Analytics: Collect and analyze data about how website visitors use the Services. Read more about this at <u>Google website</u>.

HubSpot: Processing of customer information, communication and provision of the Services as well as marketing and analysis of how website visitors use the website. Read more about this at Hubspot website.

Meta Pixel (Facebook): Collect and analyze data related to marketing and advertising on Meta, such as conversion tracking and website visitors. Read more about this at Meta website.

Linkedin Insight Tag: Collect and analyze data related to marketing and advertising on LinkedIn, such as conversion tracking and website visitors. Read more about this at LinkedIn website.

Conversion tracking for Google Ads: Collect and analyze data related to marketing and advertising on Google Ads, such as conversion tracking and website visitors. Read more about this at Google website.

All IP addresses are anonymized in the services we use.

11. User settings for cookies

You can prevent cookies from being stored on your computer by changing the settings in your browser. However, this may affect the functionality and quality of the services.

12. Preservation of personal information

We store your personal data for as long as the information is required to fulfill the processing purposes described in this privacy policy. When your personal information is no longer relevant for the processing purposes for which it was obtained, we will delete or anonymize the information, including all logs and other backup information. You can also at any time request that we either correct, block or delete personal data in accordance with our legal obligations, see section 14 below.

We may block your user access to the Solution if we have reason to suspect fraud or breach of terms in accordance with the license agreement.

13. Your rights

- The GDPR gives you a number of rights. Your rights include being able to:
- Withdraw a consent
- Reguest that your personal data be corrected or deleted
- Request access to personal data that we have registered about you
- Oppose certain types of processing of personal data or demand that the processing be limited



• Require information provided or transferred to a new service provider

You can make requests about the processing of personal data to us by email info@protendering.com. To ensure that personal data is provided to the right person, we may require that a request for access be made in writing or that identity be verified in some other way.

14. Preservation of personal information

We may update this policy from time to time by posting a new version on our website. You should check this page from time to time to ensure that you understand any changes to this policy. We may notify you of changes to this policy by email or through our website's private messaging system.