



[insert PDE log on the left hand side] [insert MANePS log on the right hand side]

[Brief Description of the Goods and Related Services]

Procurement Reference number: **[Insert Procurement Reference number]**

1. The **[insert name of Procuring and Disposing Entity]** has budgeted public funds to be used for the procurement of the above referenced goods and now invites bids from eligible bidders for the supply and delivery of **[insert description of the goods]**
2. Bidding will be conducted in accordance with the **[insert the procurement method]** procedures contained in the Public Procurement and Disposal of Public Assets Act 2024 and Public Procurement Regulations 2020.
3. The procurement is open to all eligible bidders and those interested may obtain further information for this procurement by visiting **[insert the link of the notice on MANePS]**
4. A complete Request for Quotation in English will only be accessible through the link shared in paragraph 3 above..
5. Bids must be submitted through the portal referred in paragraph 3 above.
6. You must register as a supplier for you to download the RFQ document. If you do not have an account on MANePS, please open an account and also get registered with Public Procurement and Disposal of Public Assets Authority (PPDA) to participate in this procurement.

NOTE: No physical bid shall be accepted by the **[insert the name of the PDE]**.