



**NAMIBIA**

Registration No. 2003/390  
Vat No.: 3578932015

Elgin Brown & Hamer Namibia(Pty) Ltd.  
Ship Repairers & Marine Engineers

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14 February 2014

Dear Supplier

### **EBH's Electronic Procurement System**

In support of Elgin Brown Hamer's procurement objectives and policies it has implemented a web based e-procurement system through a selected trade portal, [www.webportunities.net](http://www.webportunities.net). Our tenders and RFQ's as well as suppliers purchase orders, contracts and performance profiles can be retrieved from this website provided that you are registered with EBH on the website. **Registration with EBH on the website is free of charge. We urge you to register as soon as possible to avoid possible loss of business opportunities. Also note that we will be phasing out manual issuing of RFQ's and purchase orders in the very near future. If have not already noticed, several RFQ's are awaiting your response on the website.**

This system has been implemented in partnership with **Tara Nawa Computer Software Solutions**. If you need any assistance on the website, send an email via the Contact Us page on the website or call the Tara Nawa/Webportunities team on: Tel, Namibia: +264 64 402 403

Please also note the following:

#### ***1. Linking to Material Groups/Services and Brand Names***

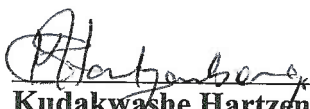
As part of your registration process, ensure that you have linked your company to material groups/services and brand names. That will enable any buyer to quickly find you as a potential supplier of their requirements using the "Search for Suppliers" functionality on the website.

#### ***2. Document/Certificate Uploads***

You have the ability to upload numerous different types of documents including those required by us for tender purposes. Please ensure to upload the relevant documents on the website.

We look forward to receiving your positive response and the use of our e-procurement system.

Sincerely

  
**Kudakwashe Hartzenberg**  
Chief Financial Officer