



March 2016

Dear Supplier,

REQUEST FOR QUOTATIONS – FIXED PRICING AGREEMENTS

In support of ENRC's procurement objectives, ENRC will issue request for quotations to award fixed pricing agreements for selected categories. To facilitate this process, ENRC will be making use of a web based e-procurement system through a selected trade portal, www.webportunities.net.

Our RFQ's can be retrieved from this website provided that you are registered with ENRC on the website. Registration with ENRC on the website is free of charge. We urge you to register as soon as possible to avoid loss of business opportunities.

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](#) page on the website.

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 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 as soon as possible.

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

Yours faithfully

Henriette Kamfer
Category Manager: Procurement