

## FREQUENTLY ASKED QUESTIONS

#	Question	Response
1.	What is Electronic Procurement?	Electronic procurement refers to the process of procuring of goods, works and services through electronic means, mainly over the Internet
2.	Will disposal of public assets be done using the electronic system?	Yes, the disposal of public assets through the various methods of disposal will be handled on the electronic procurement system
3.	Will the general public be able to access the procurement system?	Yes, the general public will be able to access the system and view specific information as a way of promoting transparency and information access
4.	How will suppliers register on the electronic procurement system and what will be the requirements?	Suppliers will have a login option which they will use to access the system and self-register, this will be on provision of a certificate of registration, a valid trading license, a valid certificate of incorporation for local suppliers.
5.	What measures have been put in place to notify bidders in the event that there is system downtime at bid submission deadline?	Bidders will be notified and allowed more time to submit their bids where system down time is proven
6.	Will evaluation of bids be done on the system?	Yes, the bids will be evaluated using the system.
7.	Will the system still require the use of PPDA's standard forms and SBDs for the procurement operations?	Yes. Although they will be much simplified as the bidder will only be required to fill out the bidding forms sections that are required.
8.	How many submissions will a supplier be allowed to make on a specific procurement on the system?	One per procurement, unless the procurement provides for alternative bids. Bidders will however be allowed to change their bids as many times as they wish before the deadline for bid submission.
9.	Is electronic procurement within the public procurement legal framework?	Yes, the system is built around the current procurement legal framework and will incorporate future legal amendments
10.	Will contracts be reviewed and signed through the procurement system?	Yes contracts will be reviewed and signed by all key stakeholders online through the system
11.	Will suppliers be paid using procurement system?	No, payments to suppliers will be paid using the current Financial Management Systems, however, these systems will be synchronised with procurement system for easier payment tracking