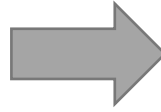




SUPPLIER FAQ



Oracle e-Procurement Portal Cloud improves the way Suppliers and the National Bank of Rwanda interact and collaborate. It is a self-service solution for enabling smarter supplier interactions. Using Portal is the preferred method for submitting Tender to The National Bank of Rwanda.



- Efficient and intuitive interface
- Easy setup and registration
- Visibility to Tender
- Faster registration and Tender Response
- Faster issue resolution



SUPPLIER PROFILE

- Self-service supplier registration
- Self-service profile management (Company Details, addresses, contacts, etc.)

TENDER



- View and respond to Bids online
- Send online messages and questions to buyer
- Real-time notifications on status



- **Q: What is the link to Supplier Portal?**
- **A:** To login to the Supplier Portal, please click [here](#)

- **Q: How to register as a NEW supplier?**
- **A:** For instructions on supplier registration, please visit the BNR website **or use this link** (<https://fa-euxh-saasfaprod1.fa.ocs.oraclecloud.com/fscmUI/faces/PrcPosRegisterSupplier?prcBuld=300000004103249&busRel=qA6tp5%2FVJWaTQMUVAFI3L23kdfZd7WBK9Q%3D%3D>)

- **Q: What if I am an existing supplier?**
- **A:** Please email procurement@bnr.rw

- **Q: What documentation is required to be a supplier?**
- **A:** Please upload applicable scanned copies of Incorporation certificate, Trade licenses, Tax clearance certificate, RSSB certificate

- **Q: How do I reset my password for supplier portal?**
- **A:** Navigate to <https://fa-euxh-saasfaprod1.fa.ocs.oraclecloud.com> , click “forgot password.” Enter email address, click Forgot Password, click Submit. You will receive an email to reset your password.

- **Q: Can I have multiple accounts for supplier portal?**
- **A:** Yes, you can create additional contacts in Supplier Portal and create a user account for each contact.

- **Q: How do I respond to Tender?**
- **A:** Please refer to the Tender response training **in the BNR website**

- **For instructions on using e-procurement portal, please refer to the procurement portal training**
- This training guide includes, how to update supplier profile and add additional contacts, how to view ongoing tenders, participate in tenders



For any questions regarding **Supplier Registration /Tender Process**, please contact procurement@bnr.rw