# ANNEX GEN 8: Template for Advertisement of Business Opportunities

**Information on Business Opportunities**

**Date:** <insert>

**Reference no:** <insert>

**Subjec**t: Supply of <commodity> for <name of program>

**Contracting Authority:** <insert>

**Deadline for submission of letter of interest:** <insert>

<Brief description of the project, funding, and other relevant information>

<Name of the Contracting Authority>, <country>, in cooperation with its partner <name of partner> invites qualified suppliers of one or several of the following goods and services to respond to this advertisement. Suppliers who have responded to this advertisement and provides the required information may be invited to participate in the Procurement Procedure for the relevant lot(s).

Goods and services needed:

* <description of product>
* <description of product>
* <description of product>

***(Note: divide into lots according to the Procurement Plan)***

The interested supplier shall provide the following information to the Contracting Authority using the contact details below:

* Indicate which supplies or service you are interested in supplying.
* Provide the following information:
* the company’s name and contact details;
* contact person;
* brief description of the company’s background and main line of work; and
* experience with this kind of supply/service.

This is purely information on business opportunities and does not constitute a commitment to purchase or any other form of contractual commitment with the Contracting Authority.

<Name of the Contracting Authority>

<Address, country>

<Phone, fax no., email>

<Contact person>