



#### 12TH ASIAN DEVELOPMENT BANK BUSINESS OPPORTUNITIES FAIR 2024

9-10 OCTOBER 2024 9 A.M. to 5 P.M. ADB HEADQUARTERS, MANILA



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## **Onboarding and Registration**

# SAN MAN MU Contracts Administration



# How do I become a partner-supplier for corporate procurement in ADB?

- 1 Institutional Procurement Notices
- 2 Pre-qualified and by invitation





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#### Interested in becoming a procurement partner of ADB?



#### Institutional Procurement Notices

- Visit www.adb.org/business/institutional-procurement/notices
- Check invitations for bidding or solicitations of proposals.
- Respond in case you are qualified to bid or participate.





ADB will invite you to register through the ADB's Supplier Portal.





### **Know Your Procurement Partner**

### Supplier identification

#### Eligibility to work with ADB

- Legally established in or be a citizen of an ADB Member country
- Not on any Sanction lists
- Minimum 2 years in operation

- Valid email and postal address
- For individuals
  - valid identification
- For Business Firms
  - Articles of incorporation –Business Registration orlicense
- Bank details

### Due Diligence

- Legally established in or a citizen of an ADB Member country
- Not on any Sanction lists
- Be financially sound
- No legal cases or adverse information that pose reputational risk to ADB, no conflict of interests



### Requirements and Documents

#### Individual Applicants

- 1. Be a citizen of an ADB-member country;
- 2. Have valid contact details (Valid email and postal address)
- 3. Valid Identification (ID) such as passport valid for 6 months; driver's license
- 4. Signed Curriculum Vitae
- 5. Bank Details
- Not listed in ADB; UN Sanction List or other multi-lateral development institution's sanctions list
- 7. No legal cases, no adverse information, no conflict of interests

- Business Corporations, Partnerships, and Sole Proprietor Companies
  - Be a citizen of an ADB-member country;
     Or be legally established in an ADB-member country
  - Have valid contact details (Valid email and postal address)
  - 3. Bank Details
  - 4. Business Registration or License
  - 5. Articles of Incorporation
  - 6. Audited Financial Statements (last 2 years)
  - 7. Not listed in ADB; UN Sanction List or other multi-lateral development institution's sanctions list
  - 8. Must have sound financial standing (with positive working capital)
  - No legal cases, no adverse information, no conflict of interests



## **Important!**

- Registered Legal Entity
  - JOHN CITIZEN vs JOHN C. CITIZEN
  - STARTREK PHILIPPINES INC vs STARTREK PHILIPPINES, INC.
- Registered Bank Name
  - BANCO DE ORO (BDO)
     BDO UNIBANK, INC. vs BANCO DE ORO SAVINGS BANK, INC
- Respond to the SIM invitation within 60 days to avoid autocancellation.

Contact us at:

iSupplier@adb.org







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# Closing Remarks

San Man Mu
Corporate Services Procurement &
Contracts Administration