



# ApexBrasil Purchasing Portal

Tutorial | Participation in processes

The screenshot shows the ApexBrasil Purchasing Portal website. At the top left is the ApexBrasil logo and a 'Login' button. On the right, there are flags for Brazil and English, and a link: 'Clique aqui para acessar os processos nacionais ↑'. Below this is a blue banner with the text 'Purchasing Portal' and a background image of people shaking hands. The main content area features six circular icons with labels: 'Acquisitions' (shopping cart), 'Calls' (document), 'Catalog of products and services' (shopping basket), 'Quotations and disputes' (dollar sign), 'Guides and tutorials' (book), and 'Frequently Asked Questions' (speech bubble). The footer is a dark blue bar containing the ApexBrasil logo, copyright information (2024 | © All Rights Reserved - Apex-Brasil), and links for 'Transparency and Accountability', 'Access to Information', 'Ombudsman', 'Institutional', and 'LGPD'. It also includes a 'Contact us' button, 'Social Networks' (Facebook, Twitter, YouTube, Instagram, LinkedIn), 'Address' (SAUN, Quadra 5, Lote C, Torre B, 12º a 18º andar Centro Empresarial CNC, Asa Norte, Brasília - DF, 70040-250), 'Phone' (+55 61 2027-0202), and 'Our offices around the world →'. At the bottom center are the logos for ApexBrasil, the Ministry of Industry, Commerce and Services, and the Brazilian Government (União e Reconstrução). A 'Send us a message' button is in the bottom right corner.

- Enter the **ApexBrasil Purchasing Portal** website at [compras.apexbrasil.com.br/eng](https://compras.apexbrasil.com.br/eng)

+55 61 2027-0202 | [apexbrasil.com.br](https://apexbrasil.com.br)  
SAUN, Quadra 5, Lote C, Torre B, 12º a 18º andar Centro Empresarial CNC  
Asa Norte, Brasília - DF, 70040-250



Home / Acquisitions

### Acquisitions in progress

Search: 852

Acquisitions Found: 1

Process	Framework	Object	Status	Participate	Actions
PELE 852/2024	Acquisition	Matchmaking MENA & APAC	Published	<input type="checkbox"/>	<a href="#">Dates</a> <a href="#">Documents</a> <a href="#">Notices</a> <a href="#">Clarifications</a>

### Completed acquisitions

Send us a message

- After registering on the platform, enter the *Acquisition* or *Calls* tab
- Click on *Participate* in the processes you are interested in



Home / Acquisitions

### Acquisitions in p

Acquisitions Found: 1

Process	Framework	Object	Status	Participate	Actions
PELE 852/2024	Acquisition	Matchmaking MENA & APAC	Published	<input checked="" type="checkbox"/>	<a href="#">Dates</a> <a href="#">Documents</a> <a href="#">Notices</a> <a href="#">Clarifications</a>

### Completed acquisitions

#### Confirmation

- I have knowledge of the current legislation, especially regarding the non-existence of a fact that impedes their participation in the process
- I am aware of the rules for using the Procurement Portal
- I am fully responsible for the correct and proper use of my access credentials
- I am up to date with the tax and social obligations required by law to participate in an acquisition process

[I agree](#) [Cancel](#)

[Send us a message](#)

- Agree with our user terms



Home / Acquisitions

You will be notified about the process No. 852/2024.

Acquisitions in progress



Completed acquisitions



 Send us a message

- As shown in the blue message at the top, you will be notified about the process in question



Home / Acquisitions

You will be notified about the process No. 852/2024.

### Acquisitions in progress

Search: 852

Acquisitions Found: 1

Process	Framework	Object	Status	Participate	Actions
PELE 852/2024	Acquisition	Matchmaking MENA & APAC	Published	<input checked="" type="checkbox"/>	<a href="#">Dates</a> <a href="#">Documents</a> <a href="#">Notices</a> <a href="#">Clarifications</a>
<b>Notice</b>	<b>Modality</b>	<b>Local</b>	<b>Currency</b>		
	Price Estimate	Portal de Aquisições	EUR		
<b>ID</b>	<b>Criterion</b>	<b>City</b>	<b>No. of Items</b>		
	Lowest Price	Brasília/DF	1		

### Completed acquisitions



Send us a message

- Click on the + icon for the full view, and on the blue icons to access the respective information



## Purchasing Portal



Acquisitions



Calls



Catalog of products and services



Quotations and disputes



Guides and tutorials



Frequently Asked Questions

Return to the **Purchasing Portal** home page

Access the *Quotations and disputes* tab



Home / Quotations and disputes

### Ongoing quotations and disputes

Search:

Quotes Found: 1

Process	Framework	Object	Result	Status	Actions
PELE 852/2024	Acquisition	Matchmaking MENA & APAC	Open for Quote	Not sent	<a href="#">Offer Value</a> <a href="#">Dates</a> <a href="#">Clarifications</a> <a href="#">Shortcut</a>

### Finalized quotations and disputes

- Click on *Offer Value* to send your proposal. The light blue icon indicates that the deadline is open
- Click on *Clarifications* to send your doubts and questions about this process



Price | 852/2024 ×

**Object:** Matchmaking MENA & APAC

**Submitted Proposals:**

**Enter the total amount of the quote:**

Value	Date and time

**Comments:**

**Sending Documents:**

Document Description:

[Choose file for shipping](#)

[Send Quote](#)

**Documents added:**

Description	Document	Actions

- Enter the total value of the proposal and add attachments (e.g. price sheet) and make any observations, if you wish





Price | 852/2024 x

**Object:** Matchmaking MENA & APAC

**Submitted Proposals:**

**Enter the total amount of the quote:**

1,000,000.00

Value	Date and time

Comments:

**Sending Documents:**

Document Description:

[Choose file for shipping](#)

[Send Quote](#)

**Documents added:**

Description	Document	Actions
Proposal	Proposal.pdf	<a href="#" style="color: red; font-size: 1.2em;">✖</a> <a href="#" style="color: blue; font-size: 1.2em;">👁</a>

- Added documents can be viewed or deleted



Price | 852/2024 ×

Quote sent successfully!

**Object:** Matchmaking MENA & APAC **Submitted Proposals:**

**Enter the total amount of the quote:**

Value	Date and time
€ 1,000,000.00	13/06/2024 17:24:03.816000

Comments:

**Sending Documents:** **Documents added:**

Document Description:

  

- After clicking *Send Quote*, a message will appear at the top of the screen, and the values will be recorded



Price | 852/2024 x

Quote sent successfully!

**Object:** Matchmaking MENA & APAC

**Submitted Proposals:**

**Enter the total amount of the quote:**

Value	Date and time
€ 900,000.00	13/06/2024 17:27:35.920000
€ 1,100,000.00	13/06/2024 17:24:53.147000
€ 1,000,000.00	13/06/2024 17:24:03.816000

Comments:

**Sending Documents:**

Document Description:

  

**Documents added:**

Description	Document	Actions
Proposal	_proposal_666b554dacaafb.pdf	

- If you want to send new proposals, the history of proposals sent will be recorded, but only the last value will be considered valid



Home / Quotations and disputes

### Ongoing quotations and disputes

Search:

Quotes Found: 1

Process	Framework	Object	Result	Status	Actions
PELE 852/2024	Acquisition	Matchmaking MENA & APAC	Quotation closed	Sent	<a href="#">Offer Value</a> <a href="#">Dates</a> <a href="#">Clarifications</a> <a href="#">Shortcut</a>

### Finalized quotations and disputes

- The green *Offer Value* icon indicates that the deadline is over



Price | 852/2024 ×

**Object:** Matchmaking MENA & APAC

**Submitted Proposals:**

Enter the total amount of the quote:

Value	Date and time
€ 900,000.00	13/06/2024 17:27:35.920000
€ 1,100,000.00	13/06/2024 17:24:53.147000
€ 1,000,000.00	13/06/2024 17:24:03.816000

Comments:

**Sending Documents:**

Document Description:

**Documents added:**

Description	Document	Actions
Proposal	_proposal_666b554dacafb.pdf	

- The values previously sent, as well as the documents, remain open for consultation



Home / Quotations and

### Ongoing quotations

Quotes Found: 1

Process Framework

PELE Acquisiti  
852/2024



### Actions

Offer Value

Dates

Clarifications

Shortcut

### Finalized quotations and disputes

#### Clarifications | 852/2024

Clarifications:

Document Description:

   
No file selected

- Click on *Clarifications* to send us any questions or issues related to the process, with the option of attaching a file