

VOK user guide for tenderers

Väikeostude keskkond or VOK for short is the low-value procurement environment of the Tallinn University of Technology. A low-value procurement is a purchase with a value below the procurement thresholds provided by the [Public Procurement Act](#).

If you are reading this guide, you have probably been invited to submit a tender for a low-value procurement. We are very glad you have taken an interest in our low-value procurements and hope this guide provides you with the necessary support. If, however, you need further assistance, have any questions or trouble regarding VOK, you can contact us by sending an email to hanked@taltech.ee.

Welcome to using VOK!

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 - 2.2. Asking a question
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5. Unsuitable tenders
6. The winner is selected

1. Invitation to tender

Please use the link / dark blue button **Väikeostude keskkond** to enter the low-value procurement environment of Tallinn University of Technology (TalTech) called VOK. **NB! This is not a phishing email.** If you have been notified via another medium that you have been invited to tender but cannot find the invitation, please check the spam folder as well. **NB! If you have multiple legal persons, please be careful which legal person has been invited to tender;** this is visible in the section 'Osalejad' (participants) in VOK.

Tere!

TalTech kutsub teid osalema väikeostu konkursil VXXXX "N i m e t u s".

Tutvuge konkursi nõuetega ja esitage pakkumus siin:

Väikeostude keskkond

Pakkumuse esitamise tähtaeg on: ddmm.yyyy HH: MM

Pärast pakkumuste esitamise tähtaega laekunud pakkumusi ei arvestata. Kui pakkumuse esitamise tähtpäevaks ei ole laekunud pakkumust, loeb hankija seda väikeostul osalemisest loobumiseks. Küsimuste korral palume need esitada väikeostude keskkonna kaudu.

Kirjas sisalduv väikeostude keskkonna link on mõeldud personaalselt teie ettevõttele, palume seda mitte jagada.

Kiri on saadetud automaatselt. Palume sellele kirjale mitte vastata.

www.taltech.ee

Translation of the email:

Dear tenderer,

TalTech invites you to submit a tender for a low-value purchase *number of the low-value procurement beginning with the letter V 'name of the low-value procurement'*.

See the requirements and submit a tender here:

Väikeostude keskkond (*the link to the environment*)

The time limit (deadline) for the submission of tenders is: dd.mm.yyyy HH:MM

Tenders received after the time limit for submission has expired are not considered. If no tender has been received by the deadline, the contracting authority shall consider it a waiver of participation. If you have any questions, please ask them in the environment.

The link to the low-value procurement environment in the email is meant specifically for your company, please do not share it.

This email has been sent automatically. Please do not reply to it.

2. Using the environment

You will see the time left to submit a tender on the yellow bar on top of the page: Pakkumuse esitamise tähtajani jäänud tundi minutit sekundit – Time left until the time limit of submissions hours minutes seconds

Pakkumuste esitamise tähtajani aega jäänud: tundi minutit sekundit

Konkurss

Üldandmed

NR

VXXXX

Nimetus

Nimetus

Pakkumuste esitamise tähtaeg

dd.mm.yyyy, HH:MM

Pakkumuste jõusoleku tähtaeg

dd.mm.yyyy

Lepingu täitmise tähtaeg

Nõuded

Tehniline kirjeldus

Vastutav üksus

Üksuse nimetus

Staatust

Pakkumuste ootel

Manus

376 KB

.pdf

Muudatused:

Osalejad

Pakkumus

Loo uus

Esitatud küsimused



Sõnumid puuduvad

Esita uus küsimus

Konkurss – Competition

Üldandmed – General information

NR – No.

Nimetus – Name

Eeldatav maksumus KMta – estimated value without VAT (value added tax) *only if the contracting authority has made visible*

Pakkumuste esitamise tähtaeg – The time limit for submission of tenders

Pakkumuste jõusoleku tähtaeg – The period of validity of tenders

Lepingu täitmise tähtaeg – The term of performance of the contract

Nõuded – Requirements

Vastutav üksus – Responsible unit (of the university)

Staatus – Status (pakkumuste ootel – pending tenders, hindamisel – in evaluation, leping sõlmimisel – pending a contract, leping täitmisel – contract performance, tühistatud – cancelled, lõpetatud – (contract) completed)

Manus – Attachment *only if the contracting authority has added any*

Muudatused – Changes

Osalejad – Participants

Pakkumus – Tender

Loo uus – Create a new tender

Esitatud küsimused – Questions asked

Sõnumid puuduvad – No messages

Esita uus küsimus – Ask a new question

There is also a log of the changes made, information about the participants (if you have multiple legal persons, please check here, which one has been invited to tender), information about your submitted tender(s) and sent and received messages.

2.1. Changes to the conditions

If the contracting authority changes the conditions, the tenderer will get an email notification:

Teile on Tallinna Tehnikaülikoolilt uus teade:

Väikeostu konkursi VXXXX "test" nõudeid on muudetud.

Tutvuge muudatustega siin:

Väikeostude keskkond

Kui olete juba pakkumuse esitanud, veenduge palun, et teie pakkumus vastab muudetud nõuetele.

Kirjas sisalduv väikeostude keskkonna link on mõeldud personaalselt teie ettevõttele, palume seda mitte jagada.

Kiri on saadetud automaatselt. Palume sellele kirjale mitte vastata.

Translation of the email:

You have a new message from Tallinn University of Technology:

The requirements of the low-value procurement *number of the low-value procurement beginning with the letter V* 'name of the low-value procurement' have been changed.

See the changes here:

Väikeostude keskkond (*the link to the environment*)

If you have already submitted a tender, please make sure that your tender meets the changed requirements.

The link to the low-value procurement environment in the email is meant specifically for your company, please do not share it.

This email has been sent automatically. Please do not reply to it.

You will see the changes in VOK:

Üldandmed	
NR	V xxxx
Nimetus	test
Eeldatav maksumus KMta	€
Pakkumuste esitamise tähtaeg	dd.mm.yyyy, HH:MM
Pakkumuste jõusoleku tähtaeg	dd.mm.yyyy
Lepingu täitmise tähtaeg	n päeva pärast lepingu sõlmimist
Nõuded	tehniline kirjeldus
Vastutav üksus	struktuuriüksuse nimetus
Staatus	● Pakkumuste ootel

Muudatused:

27.01.2025, 14:05 Muudatuse tegija: Hankija; Selgitus:

There are the date and time of the change, followed by who made the change (muudatuse tegija), the contracting authority (hankija), and an explanation (selgitus) which is the description of the changes made to the requirements.

Üldandmed	
NR	V xxxx
Nimetus	test
Eeldatav maksumus KMta	€
Pakkumuste esitamise tähtaeg	dd.mm.yyyy, HH:MM
Pakkumuste jõusoleku tähtaeg	dd.mm.yyyy
Lepingu täitmise tähtaeg	n päeva pärast lepingu sõlmimist
Nõuded	tehniline kirjeldus
Vastutav üksus	struktuuriüksuse nimetus
Staatus	● Pakkumuste ootel

Muudatused:

27.01.2025, 14:05 Muudatuse tegija: Hankija; Selgitus:

NB! If you have already submitted a tender by then, please makes sure that your tender meets the changed requirements and/or that you find the changed requirements suitable for you, i.e., you want the tender to stay in effect (see also the section [Submitting a tender](#)).

2.2. Asking a question

If you wish to ask a question from the contracting authority, scroll down to the bottom of the page of the low-value procurement and click on the button **Esita uus küsimus** (ask a new question):

This will open a dialogue box where you can enter your question (into the box under 'Küsimus') and add an attachment (below 'Manused') if necessary:

Translation:

Küsimus – Question

Manused – Attachments

 Palun jälgige, et lisataval failil on loetav ja üheselt selle sisu peegeldav nimetus. Failid formaadis: Failid formaadis: .asice, .txt, .csv, .pdf, .doc, .docx, .bdoc, .cdoc, .xlsx, .webm, .jpg, .jpeg, .png, .zip, .gz, .rar, .7z - Please make sure that the added file has a name that is legible and unmistakably reflects the content. Files in the following formats: .asice, .txt, .csv, .pdf, .doc, .docx, .bdoc, .cdoc, .xlsx, .webm, .jpg, .jpeg, .png, .zip, .gz, .rar, .7z

Lohista fail(id) siia või laadi arvutist – Drag the file(s) here or download from the computer

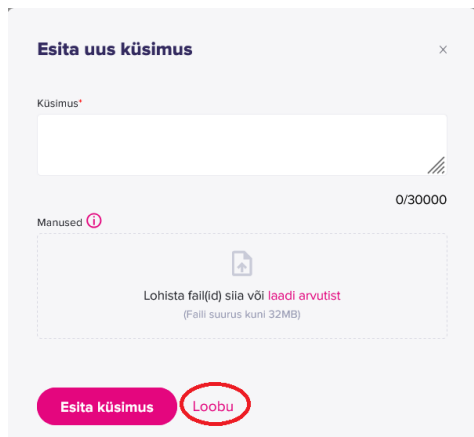
(Faili suurus kuni 32MB) – (File size up to 32MB)

Esita küsimus – Submit the question

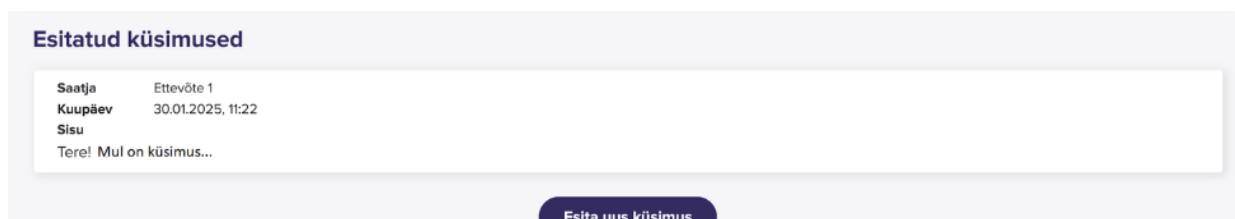
Loobu – Quit

If you have entered your question and added the file(s) if necessary and wish to send the question to the contracting authority, click on the button **Esita küsimus**.

If you do not wish to send the question after all, choose **Loobu**:



The question asked will appear on the page of the low-value procurement:



When the contracting authority has answered a question, you will get the following email notification:

Teile on Tallinna Tehnikaülikoolilt uus teade:

Väikeostu konkursil VXXXX: " T E S T : " on hankija vastanud küsimusele.

Sõnumit saate vaadata siin:

Väikeostude keskkond

Kiri on saadetud automaatselt. Palume sellele kirjale mitte vastata.

Translation of the email:

You have a new message from Tallinn University of Technology:

The contracting authority has answered a question about the low-value procurement *number of the low-value procurement beginning with the letter V 'name of the low-value procurement'*.

You can read the message here:

Väikeostude keskkond (*the link to the environment*)

This email has been sent automatically. Please do not reply to it.

You can see the answer in VOK and add your reply if necessary:

Esitatud küsimused

Seaja Kuupäev 30.01.2025, 11:22
Siin on küsimus...

Vastaja Hankija 30.01.2025, 11:28
Siin on meie vastus: ...

Vasta...

Manused

Lohista failid või laadi arvutist
(Faili suurus kuni 22MB)

Vasta

Eiita uus küsimus

Translation:

Vastaja – Replier/Answerer

Kuupäev – Date

Vasta(...) – Reply(...)

If a tenderer asks a question, all tenderers see the question and the reply. After the time limit for submission of tenders has passed, only the selected tenderer will see the messages sent by the contracting authority; if a tenderer sends a message / asks a question, it is still visible to all participants.

All messages sent by the contracting authority and their replies are visible to everyone until the time limit for submission of tenders. Messages sent by the contracting authority after the time limit for submission of tenders are visible only to the selected tenderer and the conversation in this thread is not visible to the other tenderers.

NB! If a tenderer sends a message, it is visible to all parties. All messages or documents that contain a business secret must be submitted in the section 'Pakkumus' ([see the section 2.4 of the guide](#)). If necessary, you should withdraw the tender before the time limit for submission of tenders, add the required information and resubmit the tender, i.e. all such data must be submitted with the tender and not in the message exchange.

When the status of the low-value procurement is 'Lõpetatud' (completed), it is no longer possible to send any messages.

2.3. Responding to a message from the contracting authority

If the contracting authority has sent a message to tenderers via VOK, you will get an email notification:

Teile on Tallinna Tehnikaülikoolilt uus teade:

Väikeostu konkursil VXXXX " T E S T " on hankija saatnud sõnumi.

Sõnumit saate vaadata siin:

Väikeostude keskkond

Kiri on saadetud automaatselt. Palume sellele kirjale mitte vastata.

Translation of the email:

You have a new message from Tallinn University of Technology:

The contracting authority has sent a message about the low-value procurement *number of the low-value procurement beginning with the letter V* 'name of the low-value procurement'.

You can read the message here:

Väikeostude keskkond (*the link to the environment*)

This email has been sent automatically. Please do not reply to it.

To answer the message, go to the bottom of the page of the low-value procurement in VOK, enter your response to the box 'Vasta...' (reply) under the message from the contracting authority ('Tere! See on sõnum' in the example), add attachments if necessary (below 'Manused') and click on the button **Vasta** (reply):

Esitatud küsimused

Saatja Hankija
Kuupäev 24.01.2025, 11:13
Sisu Tere! See on sõnum.

Vasta...

Manused ⓘ

Lohista fail(id) siia või laadi arvutist
(Faili suurus kuni 32MB)

Vasta

Esita uus küsimus

Translation:

Saatja – Sender

Hankija – The contracting authority

Kuupäev – Date

Sisu – Content

Vasta... – Reply...

Manused – Attachments

ⓘ Palun jälgige, et lisataval failil on loetav ja üheselt selle sisu peegeldav nimetus. Failid formaadis: Failid formaadis: .asice, .txt, .csv, .pdf, .doc, .docx, .bdoc, .cdoc, .xlsx, .webm, .jpg, .jpeg, .png, .zip, .gz, .rar, .7z - Please make sure that the added file has a name that is legible and unmistakably reflects the content. Files in the following formats: .asice, .txt, .csv, .pdf, .doc, .docx, .bdoc, .cdoc, .xlsx, .webm, .jpg, .jpeg, .png, .zip, .gz, .rar, .7z

Lohista fail(id) siia või laadi arvutist – Drag the file(s) here or download from the computer

(Faili suurus kuni 32MB) – (File size up to 32MB)

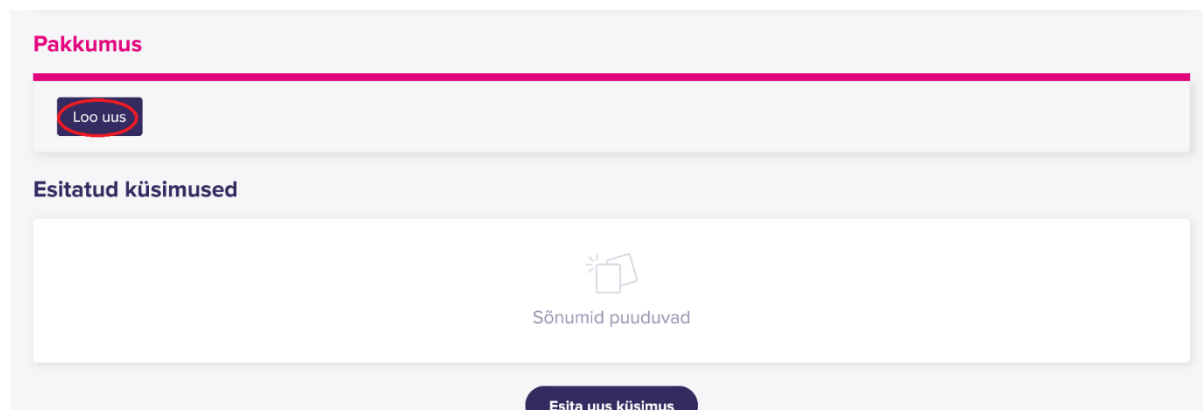
Vasta – Reply

NB! Until the time limit for submission of tenders has passed, all tenderers will see the messages from the contracting authority and the replies from other tenderers. All messages or documents that contain a business

secret must be submitted in the section 'Pakkumus' ([see the section 2.4 of the guide](#)). If necessary, you should withdraw the tender before the time limit for submission of tenders, add the required information and resubmit the tender, i.e. all such data must be submitted with the tender and not in the message exchange.

2.4. Submitting a tender

To submit a tender, go to the section 'Pakkumus' on the page of the low-value procurement and click on the button **Loo uus**:



Pakkumus

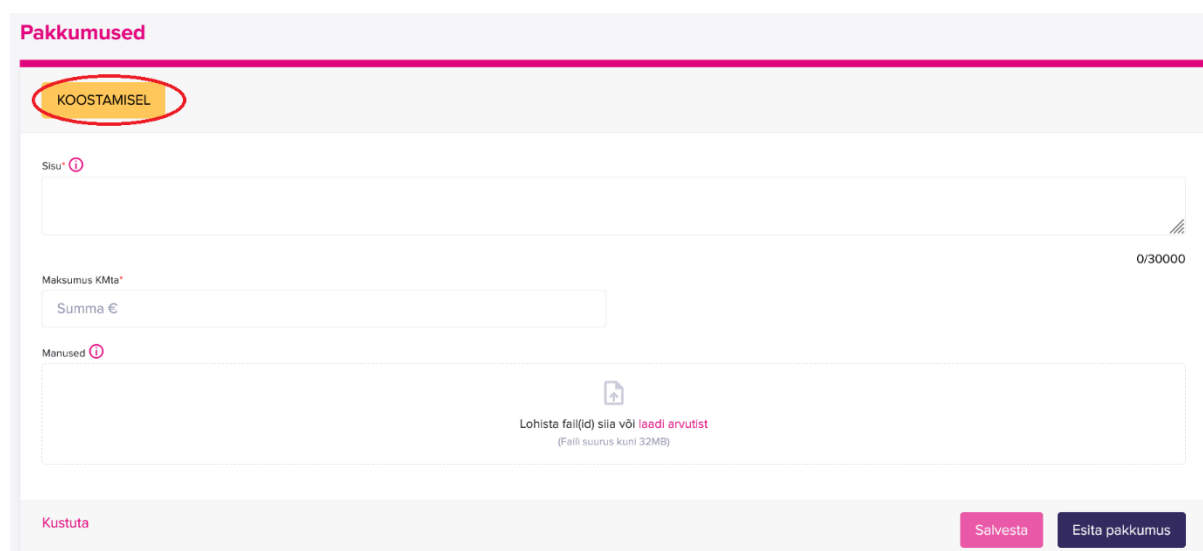
Loo uus

Esitatud küsimused

Sõnumid puuduvad

Esita uus küsimus

The status of the tender is 'Koostamisel' (in preparation) at first:



Pakkumused

KOOSTAMISEL

Sisu ⓘ

0/30000

Maksumus KMta*

Summa €

Manused ⓘ

Lohista fail(id) siia või laadi arvutist
(Faili suurus kuni 32MB)

Kustuta Salvesta Esita pakkumus

Translation:

Sisu – Content

ⓘ Pakkumuse kirjeldus koos pakutava tarneajaga, kui see on nõutud - Description of the tender and the time of delivery, if requested

Maksumus KMta – value of the tender exclusive of value added tax (cost without VAT)

Manused – Attachments

ⓘ Palun jälgige, et lisataval failil on loetav ja üheselt sellele sisu peegeldav nimetus. Failid formaadis: Failid formaadis: .asice, .txt, .csv, .pdf, .doc, .docx, .bdoc, .cdoc, .xlsx, .webm, .jpg, .jpeg, .png, .zip, .gz, .rar, .7z - Please make sure that the added file has a name that is legible and unmistakably reflects the content. Files in the following formats: .asice, .txt, .csv, .pdf, .doc, .docx, .bdoc, .cdoc, .xlsx, .webm, .jpg, .jpeg, .png, .zip, .gz, .rar, .7z

Lohista fail(id) siia või laadi arvutist – Drag the file(s) here or download from the computer

(Faili suurus kuni 32MB) – (File size up to 32MB)

Kustuta – Delete

Salvesta – Save

Esita pakkumus – Submit the tender

Enter the description of the offered supplies/services/works based on the requirements set out in the general information ('Üldandmed') and attachment(s) ('Manus' beneath 'Üldandmed'):

Pakkumused

KOOSTAMISEL

Sisv* 

0/30000

Summa €

Manused 

 Lohista fail(ide) siia või laadi arvutist
(Faili suurus kuni 32MB)

Kustuta Salvesta Esita pakkumus

add attachments (if necessary):

Pakkumused

KOOSTAMISEL

Sisv* 

0/30000

Maksumus KMta* 

Summa €

Manused 

 Lohista fail(ide) siia või laadi arvutist
(Faili suurus kuni 32MB)

Kustuta Salvesta Esita pakkumus

and the value (cost) of the tender without VAT:

Pakkumused

KOOSTAMISEL

Sisv* 

0/30000

Maksumus KMta* 

Summa €

Manused 

 Lohista fail(ide) siia või laadi arvutist
(Faili suurus kuni 32MB)

Kustuta Salvesta Esita pakkumus

Finally, click on the button **Esita pakkumus**:

Pakkumused

KOOSTAMISEL

Sisu* ⓘ

Maksumus KMta*

Summa €

Manused ⓘ

Lohista fail(id) siia või laadi arvutist
(Faili suurus kuni 32MB)

Kustuta

Salvesta

Esita pakkumus

This will open a dialogue box where you will be asked whether you are sure you wish to submit the tender. If you wish to submit the tender, click on the button **Saada**:

Kinnita saatmine ×

Kas olete kindel, et soovite saata pakkumuse?

Saada Loobu

If you do not wish to submit the tender after all, choose **Loobu**:

Kinnita saatmine ×

Kas olete kindel, et soovite saata pakkumuse?

Saada **Loobu**

If you do not wish to submit the tender right away, you can save the tender at first:

Pakkumused

KOOSTAMISEL

Sisu* ⓘ

Maksumus KMta*

Summa €

Manused ⓘ

Lohista faili(d) siia või laadi arvutist
(Faili suurus kuni 32MB)

Kustuta

Salvesta

Esita pakkumus

If the tender is saved, there will be a pop-up message in the upper right corner 'Pakkumus edukalt salvestatud' – Tender successfully saved:

Pakkumused

Pakkumus edukalt salvestatud x

KOOSTAMISEL

Sisu* ⓘ

tehniline kirjeldus

Maksumus KMta*

pakkumuse maksumus

Manused ⓘ

Lohista faili(d) siia või laadi arvutist
(Faili suurus kuni 32MB)

Kustuta

Salvesta

Esita pakkumus

NB! Please note that a saved tender is not submitted and will not be automatically submitted at any time, so if you for example forget to come back later to submit the tender, the contracting authority will not receive it, and it will not be considered when evaluating the tenders.

Should you need, it is possible to erase the tender that has not been submitted yet by clicking on **Kustuta**:

Pakkumused

KOOSTAMISEL

Sisu* ⓘ

Maksumus KMta*

Summa €

Manused ⓘ

Lohista faili(d) siia või laadi arvutist
(Faili suurus kuni 32MB)

Kustuta

Salvesta

Esita pakkumus

If the submission of tender was successful, there will be a pop-up message in the upper right corner 'Pakkumus edukalt esitatud' (tender successfully submitted) and the status will change to 'Esitatud' (submitted), the date and time of the submission is also shown with the status:

The screenshot shows a tender submission form. At the top left, a green box contains the text 'ESITATUD dd.mm.yyyy HH:MM'. In the top right corner, a black notification box displays a green checkmark and the text 'Pakkumus edukalt esitatud' with a close button. The form fields include: 'Sisu*' with a red information icon and the placeholder 'pakutava tehniline kirjeldus'; 'Maksumus KMta*' with the placeholder 'pakkumuse maksumus' and a value of '28/30000' on the right; and 'Manused' with a red information icon, a file upload icon, and the text 'Failide laadimine keelatud.'. At the bottom left, there is a pink button labeled 'Võta tagasi'.

NB! There can only be 1 submitted tender at a time.

If you wish to withdraw the submitted tender after all or change a tender that has already been submitted, click on **Võta tagasi** (withdraw) in the lower left corner:

This screenshot is identical to the previous one, showing the tender submission form. The 'Võta tagasi' button at the bottom left is circled in red to indicate it should be clicked.

This will open a dialogue box where you will be asked whether you are sure you wish to withdraw your tender; if you are sure, click on the button **Kinnita**, if you do not wish to withdraw, click on **Loobu**:

The screenshot shows a confirmation dialog box titled 'Kinnita tagasi võtmine' with a close button in the top right. The text inside asks 'Kas sa oled kindel, et tahad jätkata?'. At the bottom, there are two buttons: 'Kinnita' (confirm) in a pink rounded rectangle and 'Loobu' (cancel) in a light pink rounded rectangle.

If the withdrawal of the tender was successful, there will be a pop-up message in the upper right corner 'Pakkumus edukalt tagasi võetud' – Tender successfully withdrawn.

The status of the tender is now 'Tagasivõetud' (withdrawn) (the date and time are the date and time of the submission). Should you wish, you can submit a new tender by clicking on the button **Loo uus**:

Pakkumused

Loo uus TAGASIVÕETUD dd.mm.yyyy HH:MM

Sisu* ⓘ
pakutava tehniline kirjeldus

Maksumus KMta*
pakkumuse maksumus

Manused ⓘ
Failide laadimine keelatud.

4/30000

Pakkumus edukalt tagasi võetud x

If you have multiple tenders with different statuses, you can move open them by clicking on the status (button); i.e., if you are on the sheet 'Koostamisel', then the sheet 'Tagasivõetud' is active and can be clicked on (opened) and vice versa.

Pakkumused

KOOSTAMISEL TAGASIVÕETUD 27.01.2025, 13:55

Sisu* ⓘ
pakutava tehniline kirjeldus

Maksumus KMta*
pakkumuse maksumus

Manused ⓘ
Lohista faili(d) siia või laadi arvutist
(Faili suurus kuni 32MB)

Kustuta Salvesta Esita pakkumus

4/30000

If you have submitted another tender, you will see this:

Pakkumused

ESITATUD dd.mm.yyyy, HH:MM TAGASIVÕETUD dd.mm.yyyy, HH:MM

Sisu* ⓘ
pakutava asja/teenuse/töö kirjeldus (vastavalt nõuetele)

Maksumus KMta*
pakkumuse maksumus

Manused ⓘ
Failide laadimine keelatud.

/30000

Võta tagasi

3. Cancelled

If the contracting authority has cancelled the low-value procurement, you will get an email notification:

Teile on Tallinna Tehnikaülikoolilt uus teade:

Väikeostu konkurss V XXXX "test" on tühistatud hankija omal algatusel vajaduste muutumise tõttu.

Kiri on saadetud automaatselt. Palume sellele kirjale mitte vastata.

Translation of the email:

You have a new message from Tallinn University of Technology:

The low-value procurement *number of the low-value procurement beginning with the letter V 'name of the low-value procurement'* has been cancelled on the contracting authority's own motion due to changed needs.

This email has been sent automatically. Please do not reply to it.

When the low-value procurement has been cancelled, it is no longer possible to operate with it, submit tenders or questions.

4. Time limit for the submission of tenders

If the time limit of submission of tenders has expired and there are tenders submitted to the low-value procurement, you will receive the following email notification:

Teile on Tallinna Tehnikaülikoolilt uus teade:

Väikeostu konkursi VXXXX " T E S T " pakkumuste esitamise tähtaeg on saabunud.

Enam ei saa pakkumusi esitada, hankija asub pakkumusi hindama.

Kiri on saadetud automaatselt. Palume sellele kirjale mitte vastata.

Translation of the email:

You have a new message from Tallinn University of Technology:

The time limit of submissions of the low-value procurement *number of the low-value procurement beginning with the letter V 'name of the low-value procurement'* has expired.

It is no longer possible to submit tenders, the contracting authority will evaluate the tenders.

This email has been sent automatically. Please do not reply to it.

Should you wish, you can ask question in VOK if necessary (the link remains active). If the contracting authority asks you further questions, you will get a separate notification about it with the link to the low-value procurement.

5. Unsuitable tenders

If none of the submitted tenders meets the requirements of the contracting authority, the contracting authority has the right to declare all tenders unsuitable and reject them. In this case you will receive the following email notification:

Teile on Tallinna Tehnikaülikoolilt uus teade:

Väikeostu konkurss VXXXX " T E S T " on lõpetatud, kuna kõik pakkumused on osutunud mittevastavaks.

Põhjus:

Aitäh konkursil osalemast!

Kiri on saadetud automaatselt. Palume sellele kirjale mitte vastata.

Translation of the email:

You have a new message from Tallinn University of Technology:

The low-value procurement *number of the low-value procurement beginning with the letter V 'name of the low-value procurement'* has been terminated as all tenders have turned out to be unsuitable.

The reason:

Thank you for your participation!

This email has been sent automatically. Please do not reply to it.

6. The winner is selected

When the contracting authority has selected the winner / successful tenderer, you will again receive an email notification. The content of the email varies slightly depending on whether you have turned out to be the successful tenderer or not.

The successful tenderer will get the following notification:

Teile on Tallinna Tehnikaülikoolilt uus teade:

Väikeostu konkursil VXXXX "test" on valitud edukas pakkuja.

Edukas pakkuja on:

Eduka pakkujaga sõlmitakse hankeleping.

Aitäh konkursil osalemast!

TalTech tuletab meelde arve rekvisiidid: Arve saaja: Tallinna Tehnikaülikool, registrikood 74000323. Arvele märkida väikeostu number V XXXX , tellija struktuuriüksus *nimetus* , tellija kontaktisik *Nimi* .

Puudustega arvet ei menetleta kuni puuduste kõrvaldamiseni.

Kiri on saadetud automaatselt. Palume sellele kirjale mitte vastata.

Translation of the email:

You have a new message from Tallinn University of Technology:

The successful tenderer has been selected for the low-value procurement *number of the low-value procurement beginning with the letter V 'name of the low-value procurement'*.

The successful tenderer is:

A public contract shall be awarded to the successful tenderer.

Thank you for your participation!

TalTech would like to remind you the requisites of the invoice: Receiver of the invoice: Tallinna Tehnikaülikool (Tallinn University of Technology), registration code 74000323. When preparing the invoice, indicate the low-value procurement number *number of the low-value procurement beginning with the letter V*, the structural unit of the contracting authority *name*, the contact person of the contracting authority *Name*.

An invoice that has deficiencies shall not be processed until the deficiencies are rectified.

This email has been sent automatically. Please do not reply to it.

Tenderers who were not successful will receive the following message:

Teile on Tallinna Tehnikaülikoolilt uus teade:

Väikeostu konkursil VXXXX " T E S T " on valitud edukas pakkuja.

Edukas pakkuja on:

Eduka pakkujaga sõlmitakse hankeleping.

Aitäh konkursil osalemast!

Translation of the email:

You have a new message from Tallinn University of Technology:

The successful tenderer has been selected for the low-value procurement *number of the low-value procurement beginning with the letter V 'name of the low-value procurement'*.

The successful tenderer is:

A public contract shall be awarded to the successful tenderer.

Thank you for your participation!
