Quick Reference Guide

Getting Started

Vendors and potential suppliers will log into the WBGeProcure RFx Now at https://wbgeprocure-rfxnow.worldbank.org/

To get started click on First Time User, enter the Username, which is the email address used to register in the WBGeProcure Supplier Registration portal. Click submit to get started. A temporary password will be emailed to the email addressed provided to validate credentials. If the validation is successful, a Login Code will be sent via email.
Validate the credentials by entering the Login Code received via email and click the Submit button. If the two-factor validation is successful, you will be redirected to the dashboard.

If the validation fails, an error message will display. Verify your Username and Password and try again. If the problem persists, contact Corporate Procurement for support.

Dashboard

Upon successful Login users will be directed to the dashboard where a list of Active Procurements and All Procurements will be found. Active Procurements are those in which the user is currently participating, and All Procurements are those in which they have ever been involved.
Main Menu

The dashboard contains a context-based navigation that includes Procurements, Advertisements, and Resources. It will also contain an Announcements section that will highlight important information to users as needed. To navigate the pages, click the desired option to be directed to the page.

Procurements is also the main dashboard where the list of Active Procurements and All Procurements is displayed. All Procurements may be searched by clicking on Search Filters, which will open a window enabling the user to narrow down search results. Click Search to apply the desired filters.

Advertisement will display on top the list of procurements the user has been invited to participate in, as well as the list of ongoing business opportunities. The Advertisements includes search filters options to enable the user to narrow down search results.
Resources displays links that will direct the user to the location where additional information and guidance can be found.