

Vendor Registration and Vendor Eligibility

Frequently Asked Questions

1. What is the definition of a Vendor?

A Vendor is defined as any legal entity including any independent contractor that directly or indirectly (through an affiliate, prime contractor, or subcontractor): (i) submits or may reasonably be expected to submit an offer for; or (ii) enters into a contract for, the provision of goods and services to the World Bank Group”.

2. How do businesses or independent contractors, become eligible to register as a World Bank Group Vendor?

To be eligible for vendor registration, a legal entity or independent contractor must:

- Be identified for the award of a contract or purchase order to provide goods or services to the World Bank Group;
- Complete the World Bank Group Vendor Registration Application ([Potential Vendor Registry website](#)); and
- Meet the eligibility criteria outlined in Section 2 of the [Vendor Eligibility Framework](#).

3. What is the eligibility criteria to register as a World Bank Group vendor?

The Vendor eligibility criteria can be found in the [Vendor Eligibility Framework](#) document.

4. Who may apply for Vendor registration at the World Bank Group?

Any legal entity or independent contractor may complete the World Bank Group’s (WBG) Vendor Registration Application. All applications are reviewed, but only those awarded a contract to provide goods or services will be registered.

5. What does it mean to be a Registered Vendor?

A legal entity or independent contractor becomes a registered vendor after submitting information through the online portal, meeting all eligibility requirements, providing the required documentation, and being determined eligible to receive a contract award from the World Bank.

6. What are the benefits of becoming a Registered Vendor?

Only registered vendors are eligible to receive contract awards from the World Bank Group. However, registration is not required to respond to solicitations.

7. How long does the vendor registration process take?

The online vendor registration form typically takes about 15 minutes to complete. The review and approval process duration may vary depending on individual circumstances.

8. Would you recommend that a legal entity or independent contractor become a registered vendor to participate in the solicitation process?

No. Any legal entity or independent contractor meeting the solicitation criteria may participate. Registration is only required if selected for a contract award.

9. Should a vendor registration be completed in more than one language based on the country of incorporation or operation?

No, vendor registration should only be completed once using the legal entity name regardless of its language (i.e. the name that the World Bank Group would use in any resulting contract and as it appears on legal entity or independent contractor's bank account(s)).

10. What is the Vendor Registration process?

The vendor onboarding process begins when a hiring unit completes a Vendor Invitation form. The vendor will then receive an email with a link to the application. After submission, Corporate Procurement reviews the application and, if all eligibility requirements are met, approves it. Vendors are notified of their Vendor Identification Number (VIN) upon approval. New applicants must create a login account and password before submitting the Potential Vendor Registration Form.

11. To be awarded a World Bank Group contracts, do Business Entities need to be registered vendors?

Yes, before receiving a contract award, the legal entity or independent contractor must meet eligibility criteria outlined in the [Vendor Eligibility Framework](#) and complete the vendor registration process.

12. Does the legal entity or independent contractor have to be a Registered Vendor with the World Bank Group to express interest in solicitations or submit proposals?

No, the legal entity or independent contractor do not need to be registered vendors to express interest or submit a proposal. However, only registered vendors can be awarded contracts.