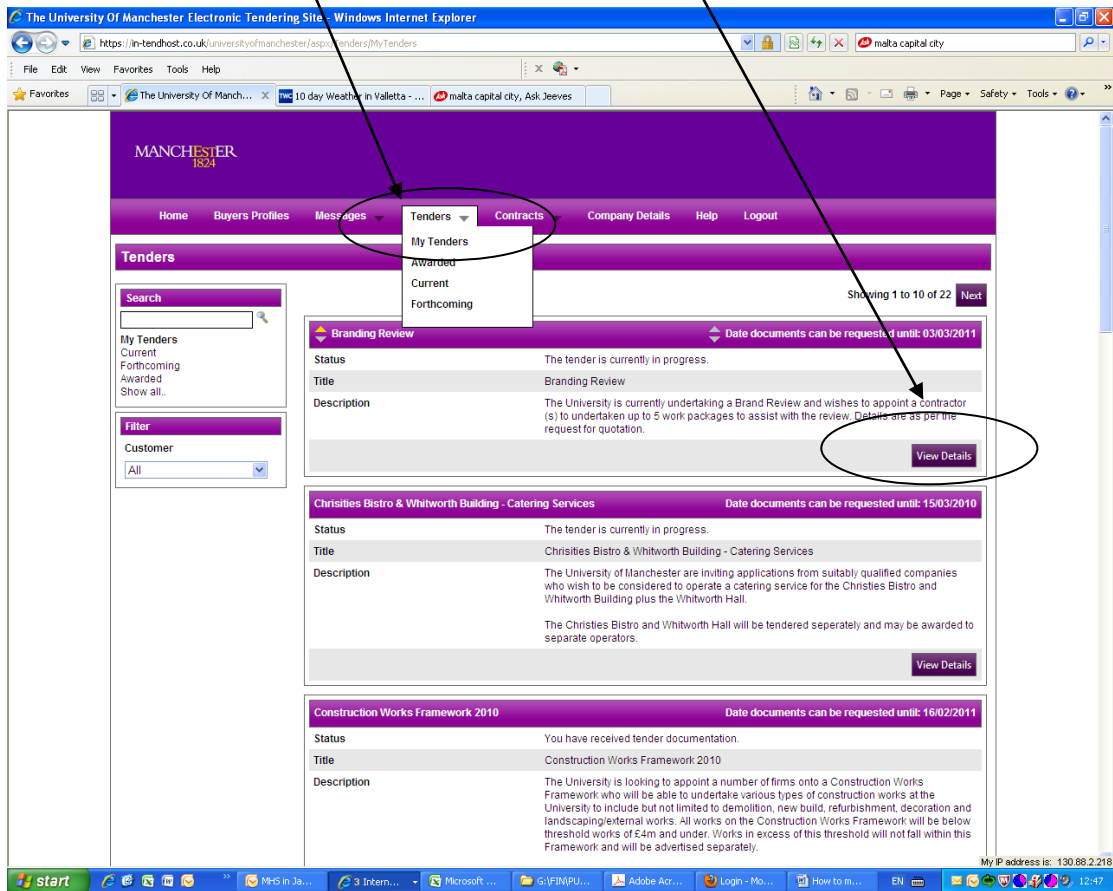
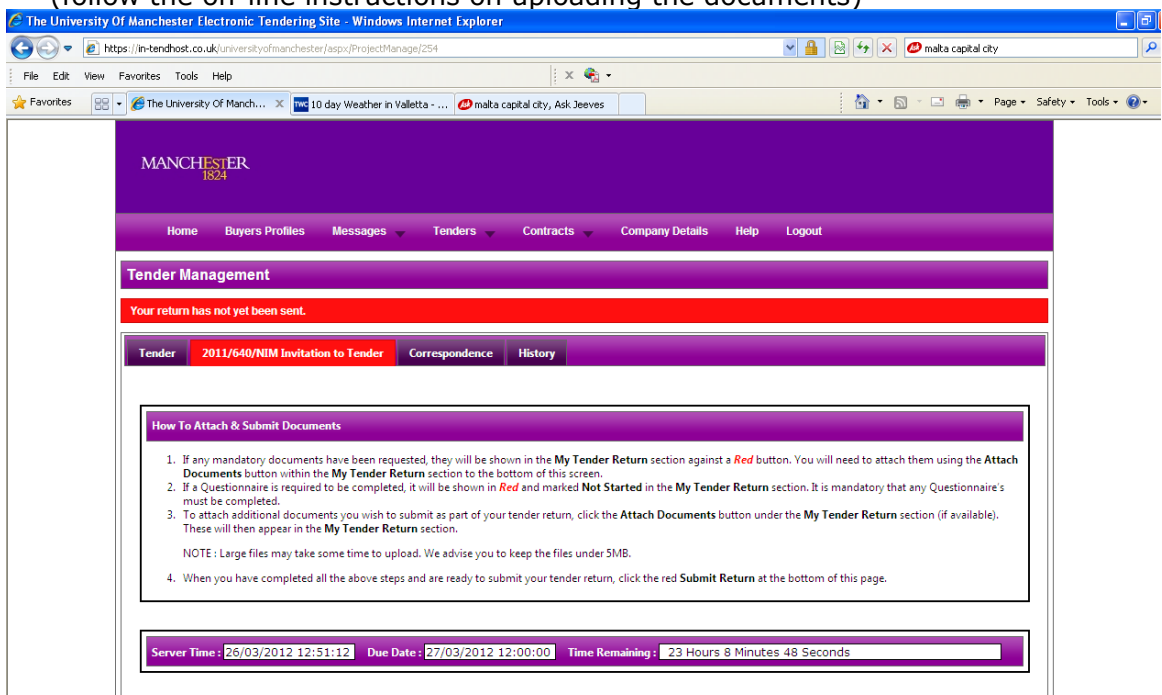


How to make a return using the In-tend system.

1. log on to the system with your email address and password
2. go into the My Tenders tab
3. select the tender you wish to make a tender return.
4. view documents for the appropriate stage



5. complete any online questionnaires attached to the project
6. attached your tender return or PQQ using the upload documents screen (follow the on-line instructions on uploading the documents)



regions of interest for subsequent mechanical characterisation, we wish to acquire nanoindentation equipment integrated with a high quality optical microscope capable of a range of high resolution optical microscopy techniques using both transmitted and reflected light illumination.

Tender Documents Received	Description	Options
HVLE Terms and Conditions 2011.doc	HVLE Terms and Conditions	View Download
Tender11-640-ITTv3Final.docx	2011/640/NIM Invitation to Tender	View Download

My Tender Return	Description	Options
Equality Questionnaire 2008	Not Started	View Questionnaire
Form of Tender	Not Started	View Questionnaire
General Company Background Information	Not Started	View Questionnaire

Select documents you wish to add to the **My Tender Return** section above using the **Attach Documents** button below.

NOTE: Large files can take some time to upload. We advise you to keep file sizes under 5MB.

[Attach Documents](#)

Submit My Return

When you have completed all the above steps and are ready to submit your tender return, click the **Submit Return** button.

Note: You can make one or more returns on this stage. Your last return will supersede any previous returns.

[Submit Return](#)

User ID: 1143192514 Copyright © 2012 In-Tend Limited. All Rights Reserved. Version: 03.01.00.66
 User: Janet Lewis Add In-Tend® to my favourites Date: 15/03/2012
 Company: UOM Janet Lewis Server: SUPWEB2

- Once you have uploaded all relevant documents to the tender stage ie. tender documentation, PQQ, appendices etc click on the Submit Return button