

**Media Planning & Buying Services Tender**

**REGISTRATION DETAILS;**

**All suppliers who download documents and are considering tendering must inform the University of their interest in the tender (Ref 20/09) by email at the earliest opportunity.**

**The email address is** [**procurement@westminster.ac.uk**](mailto:procurement@westminster.ac.uk)

**Please email to inform us of your interest so that we are able to ensure you receive any updates and clarifications before the submission date.**

**If you inform us of your interest, you are of course in no way committed to submitting a tender.**

**However, if you do not inform us of your interest and then you ultimately decide to submit a tender, you may be disadvantaged, as we will not be able to contact you with updates and clarifications before the submission date.**

**Therefore, if you have an initial interest in the tender, please email to** [**procurement@westminster.ac.uk**](mailto:procurement@westminster.ac.uk) **with your contact details.**

**Alison Sylvestre**

**Senior Procurement Associate**