

Dear suppliers,

**Re: A new format for purchase orders**

1. As part of the efforts to efficient the procurement process, and following certain activity that was conducted among the Procurement and Logistic Organization; a new format for procurement orders in Hebrew and English was updated on 24 June, 2019.
2. The purpose of this new format is to show all order details in a friendlier manner, which will enable easy, comfortable and efficient browsing for the procurement personnel as well as the suppliers.
3. The main changes in the new format are: Horizontal (landscape) appearance so to maximize the content of the page, a tabled presentation of the details in the ordered lines, the documents that are attached to the order line and the goods that are supplied by IAI in sub-contractor orders. Also, more information a line basis such as: Text, quality codes, long description for the goods, highlighting the subjects of the order via Frames in various matters as delivery schedule, fines, payment terms, etc.
4. This new procurement format will be available to the suppliers by a PDF file which will be attached to Nipendo portal and to the suppliers' website. This new format will apply to new orders and updates for existing orders.
5. For any comments or questions, please contact:  
Miri Mor (Email: [mmor@iai.co.il](mailto:mmor@iai.co.il)) from Procurement and Logistics Organization.

Thank you

Karo-Gur Yifat