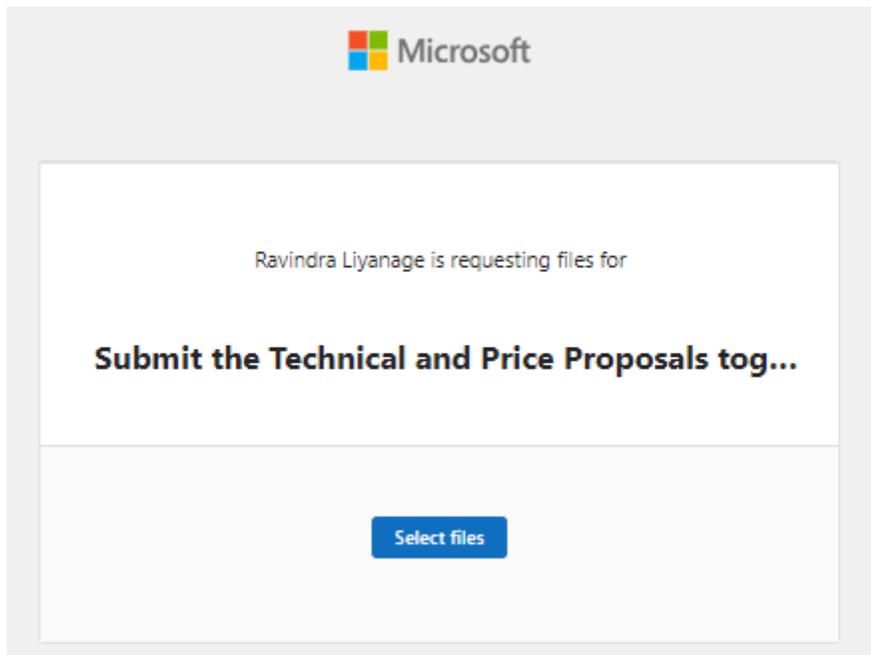


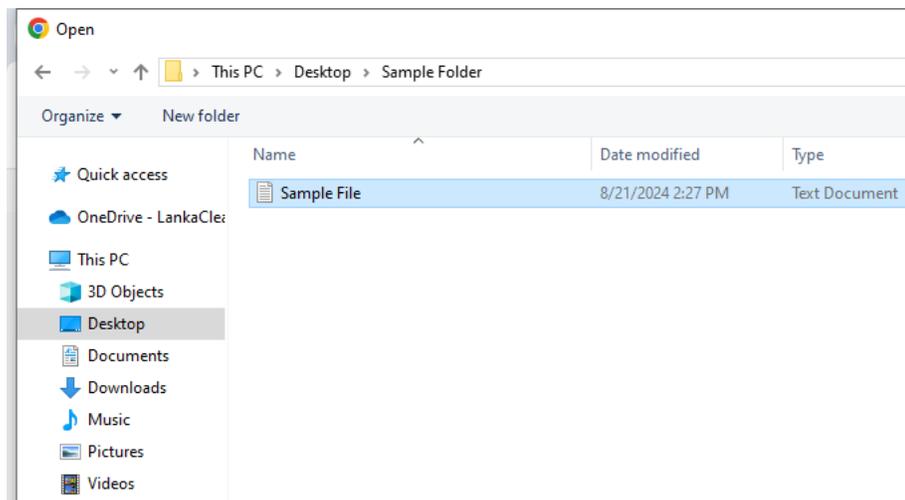
1. Click the Link “OneDrive Folder”

[OneDrive Folder](#)

2. Click “ Select Files” Button



3. Choose the file you want to upload to OneDrive (one file at a time).



4. **Add Bidder (Company) Name as First Name (in First Box) and Submit Person Name as Last Name (in second Box)**



Ravindra Liyanage is requesting files for

Submit the Technical and Price Proposals tog...

LankaPay_SR_Procurement_20240131_V1.... ×

+ Add more files Total 1 file 381 KB

First name *

Bidder Name

Last name *

Submit Person Name

5. **Click “+Add More Files” Link and add the more Files (one file at a time).**

Ravindra Liyanage is requesting files for

Submit the Technical and Price Proposals tog...

LankaPay_SR_Procurement_20240131_V1.... ×

+ Add more files Total 1 file 381 KB

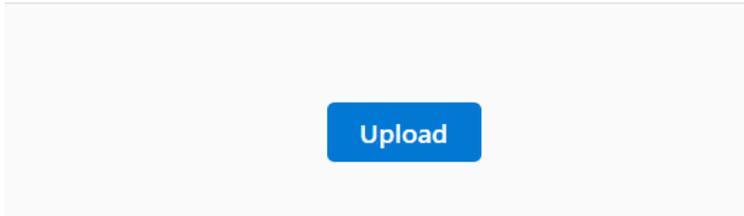
First name *

Bidder Name

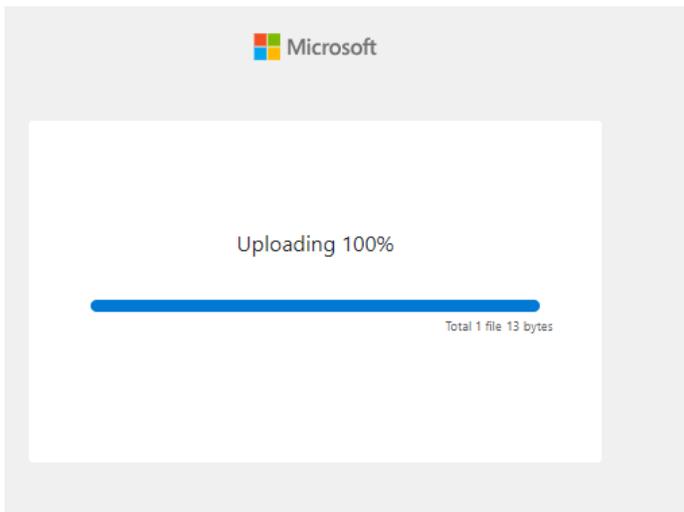
Last name *

Submit Person Name

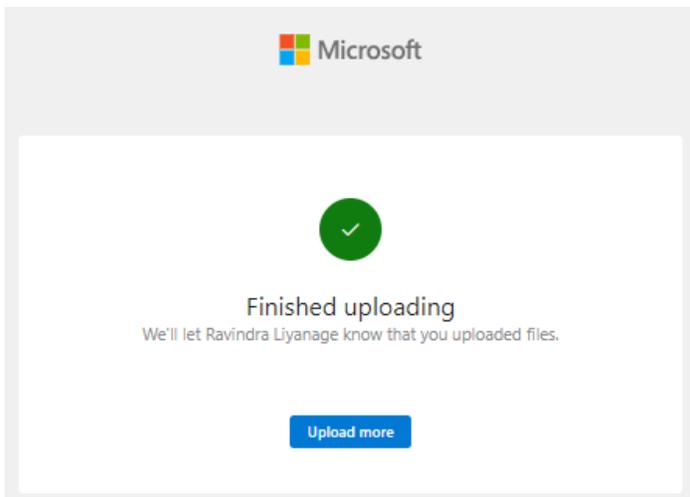
6. After adding all files, Click “ Upload” Button



7. Your files will then be uploaded securely to the LPPL OneDrive folder, which is a designated folder inaccessible to other bidders or internal staff.



8. Finished Uploading



Thank You.