



# User Manual

For Applying a tender  
(Competition) on the Forsah  
platform

## Definition:

It is an e-service provided by the Human Resources Development Fund that allows beneficiaries to submit a price offer for one of the tenders (Competitions) listed on Forsah platform without the need to visit the Authority

## Conditions:

- Register on Forsah Platform

## Steps to Apply for the Service:

- Go to Forsah Platform
- Open the Account
- Opportunities Arena
- Select the opportunity
- Create a Draft
- Submit the offer

The screenshot displays the Forsah platform's 'Opportunities Management' dashboard. The top navigation bar includes links for 'Forsah', 'About', 'Opportunities Hub', 'Establishments', 'NEW Quotation Management', 'Opportunities Management' (highlighted), and 'Billing'. On the right, there are options for 'English', a refresh icon, a chat icon, a notification bell with '12' alerts, a user profile 'F', and an 'EXIT' button. The main content area features five summary cards: 'Published Opportunities' (212), 'Approved Opportunities' (12), 'Total Approved Amounts (SAR)' (229,021), 'Saving Value (SAR)' (22,908), and 'Pending Opportunities' (49). Below these cards is a filter section with a 'Status' dropdown (set to 'All (261)'), a 'Sort By' dropdown, and a 'Search' input field. On the far right of the dashboard, there are two buttons: 'Reports' and 'Create Opportunity'.

Metric	Value
Published Opportunities	212
Approved Opportunities	12
Total Approved Amounts (SAR)	229,021
Saving Value (SAR)	22,908
Pending Opportunities	49

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