



20th January, 2025

Procurement Department
University of Education, Winneba
P.O. Box 25, Winneba
Central Region, Ghana

Dear Sir/Madam,

Re: Internship Acceptance for Francis Annan (220025584)

I am writing to formally confirm that Yebed Suppliers Ltd has selected Francis Annan as an intern for our organization. Francis Annan has been offered an internship opportunity, and we are excited to welcome him as part of our team.

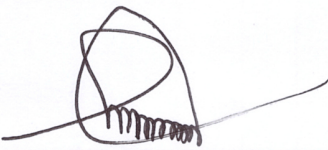
Francis will be working with us starting from 21st January, 2025 and 25th April, 2025 . During his time with us, he will be exposed to various aspects of Procurement Planning, Procurement sourcing, Tendering process, Tender evaluation, Contracting and Contract Management, etc. which will complement his academic knowledge and provide him with invaluable practical experience.

We look forward to working with Francis and are confident that this internship will be a mutually beneficial experience for both him and Yebed Suppliers Ltd.

Please feel free to reach out to us should you require any further information.

Thank you for your attention, and we appreciate your support in this regard.

Sincerely,



Mr. Michael Sakyi Debrah
Managing Director

Chemical & Equipment Suppliers

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