



eProject Guide for Tenderer



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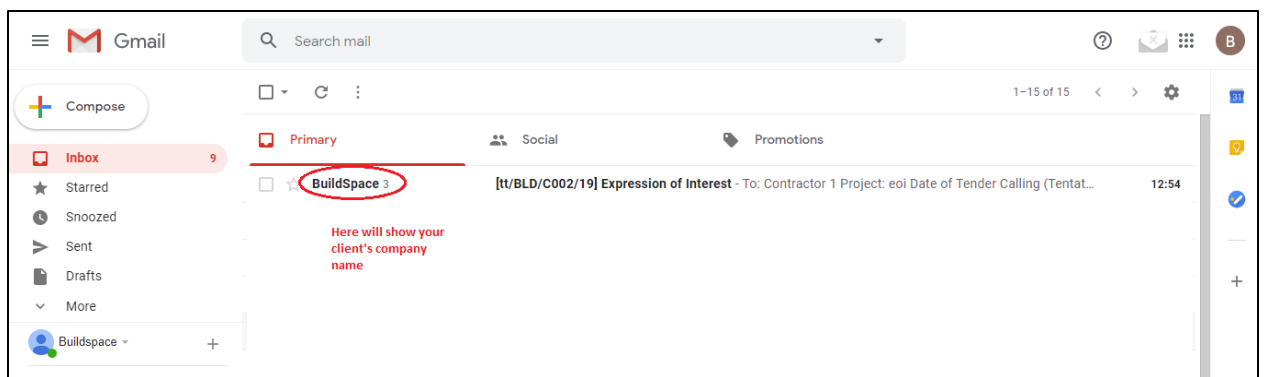
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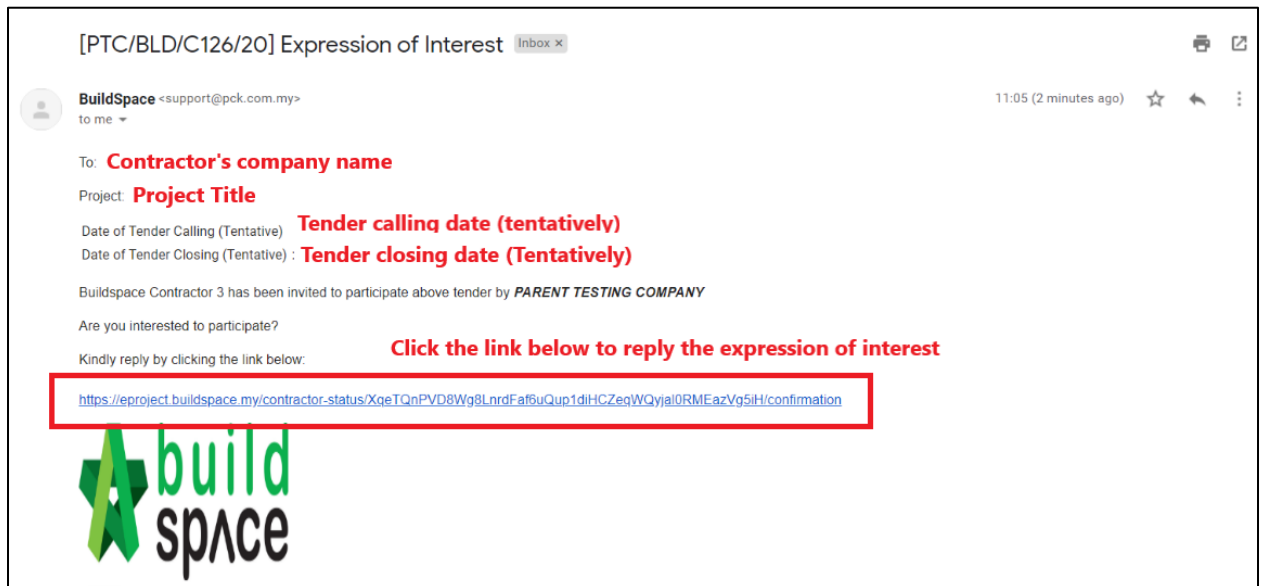
How to reply an Expression of Interest email by client

Note: Expression of Interest is a notification for the contractor that they are being shortlisted by the client to participate their new tenders. There will be no submission need to be prepared during this process.

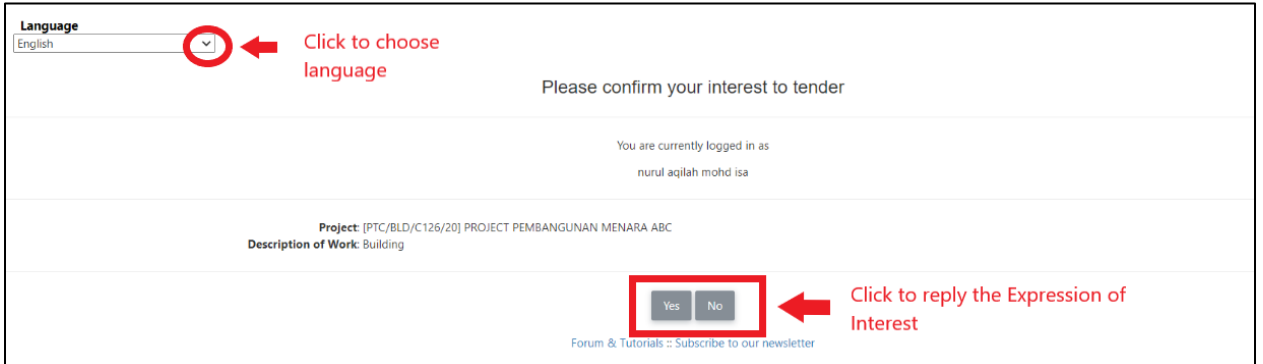
1. If you are shortlisted to participate a tender, you will receive an email notification from your client.



2. Open the email, click the link to direct access to the shortlisted notification system.



3. After you click the link, you need to confirm your interest to tender. Yes, is to participate to tender, No is not participating the tender.

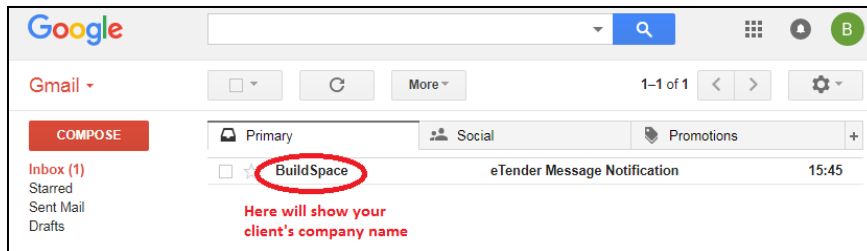


The screenshot shows a web interface for tender confirmation. At the top left, there is a language selection dropdown menu with 'English' selected. A red circle highlights the dropdown arrow, with a red arrow pointing to the text 'Click to choose language'. The main heading is 'Please confirm your interest to tender'. Below this, it states 'You are currently logged in as nurul aqilah mohd isa'. The project details are 'Project: [PTC/BLD/C126/20] PROJECT PEMBANGUNAN MENARA ABC' and 'Description of Work: Building'. At the bottom, there are two buttons: 'Yes' and 'No'. A red box highlights these buttons, with a red arrow pointing to the text 'Click to reply the Expression of Interest'. At the very bottom, there is a footer: 'Forum & Tutorials :: Subscribe to our newsletter'.

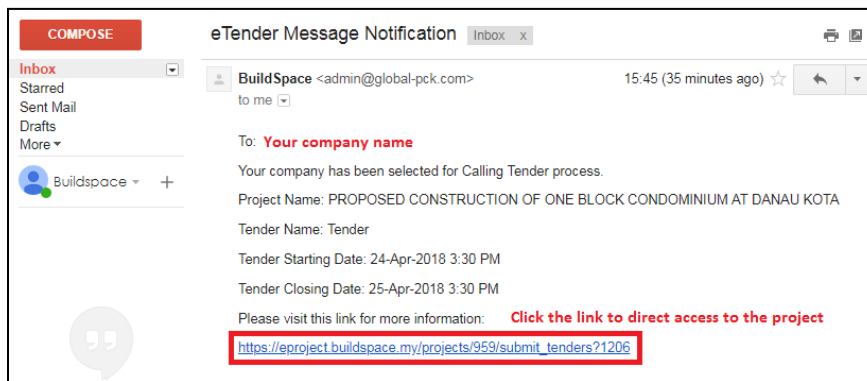
How to download tender documents from client's BuildSpace eProject system

Note: Make sure you had registered at **client's BuildSpace eProject system**.

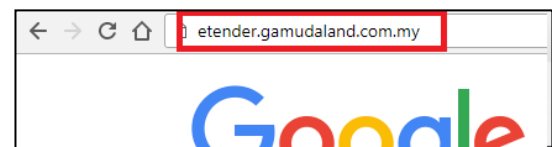
1. If you are invited to participate a tender, you will receive an email notification from your client.



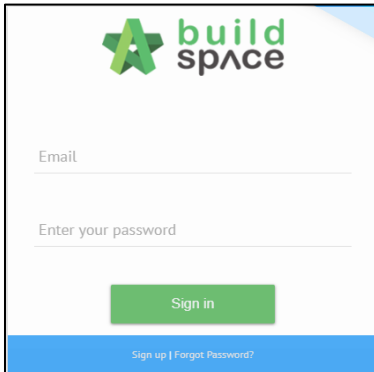
2. Open the email, click the link to direct access to your **client's BuildSpace eProject system**.



Note: You also can access to your **client's BuildSpace eProject system** by direct typing your **client's BuildSpace eProject system DOMAIN name** at **browser's address bar**, for example; **etender.gamudaland.com.my**

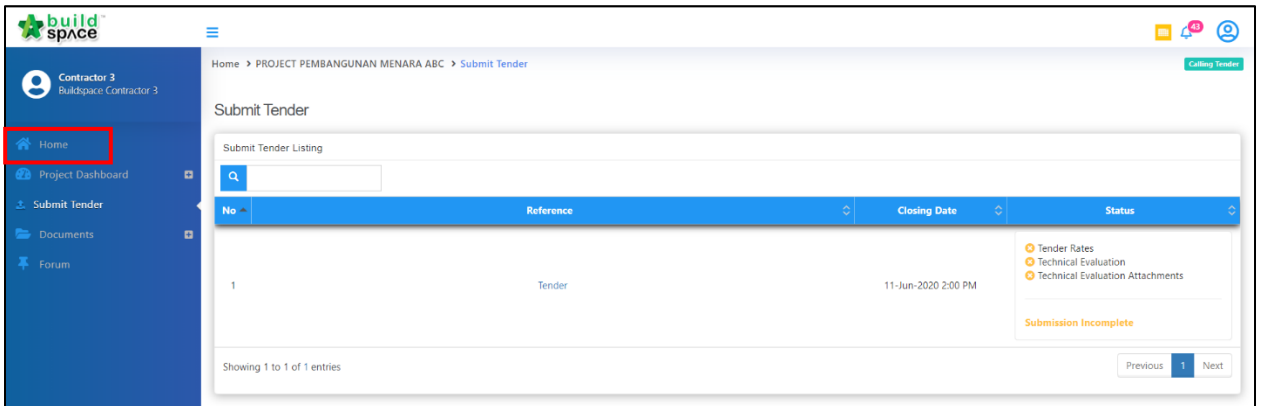


3. Login to your **client's BuildSpace eProject** system by key in your registered email address & password.



The login form features the BuildSpace logo at the top left. Below it are two input fields: "Email" and "Enter your password". A green "Sign in" button is positioned below the password field. At the bottom of the form, there are links for "Sign up" and "Forgot Password?".

4. It will direct you to the specific project. You can proceed to **“Step 7”** or you can click at **“Home”** to see your dashboard .

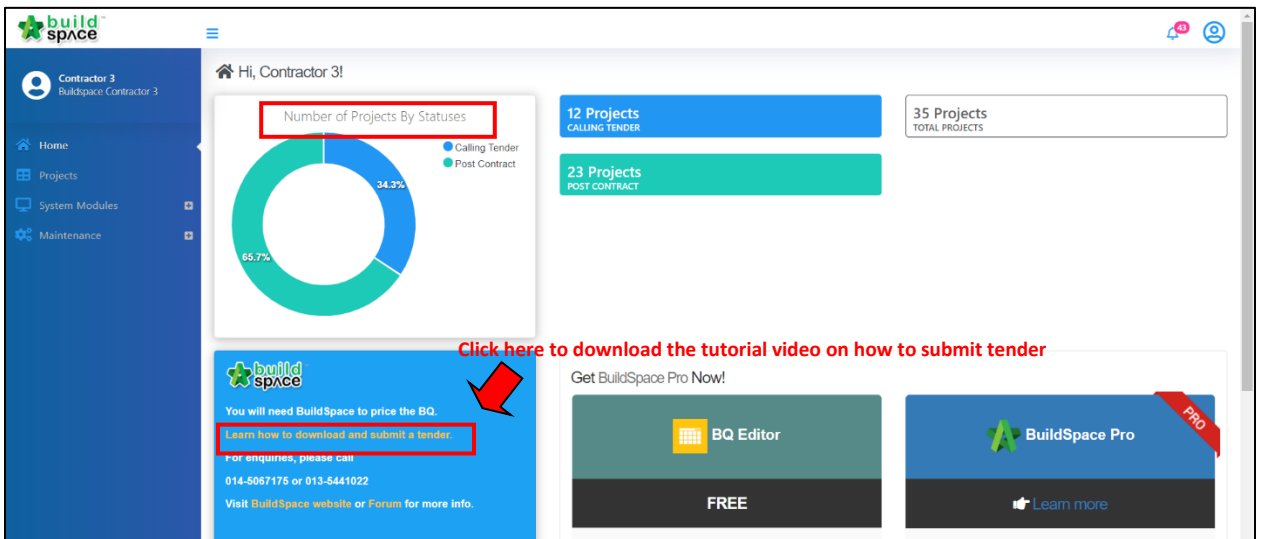


The screenshot shows the BuildSpace dashboard for a contractor. The left sidebar contains navigation options: Home (highlighted with a red box), Project Dashboard, Submit Tender, Documents, and Forum. The main content area displays the "Submit Tender" section for a project named "PROJECT PEMBANGUNAN MENARA ABC". It includes a "Submit Tender Listing" table with one entry:

No	Reference	Closing Date	Status
1	Tender	11-Jun-2020 2:00 PM	Submission Incomplete

Additional details on the right include "Tender Rates", "Technical Evaluation", and "Technical Evaluation Attachments".

5. You will see overall Project by statuses and you can click at **“Learn how to download and submit a tender”** to download the tutorial or close it.

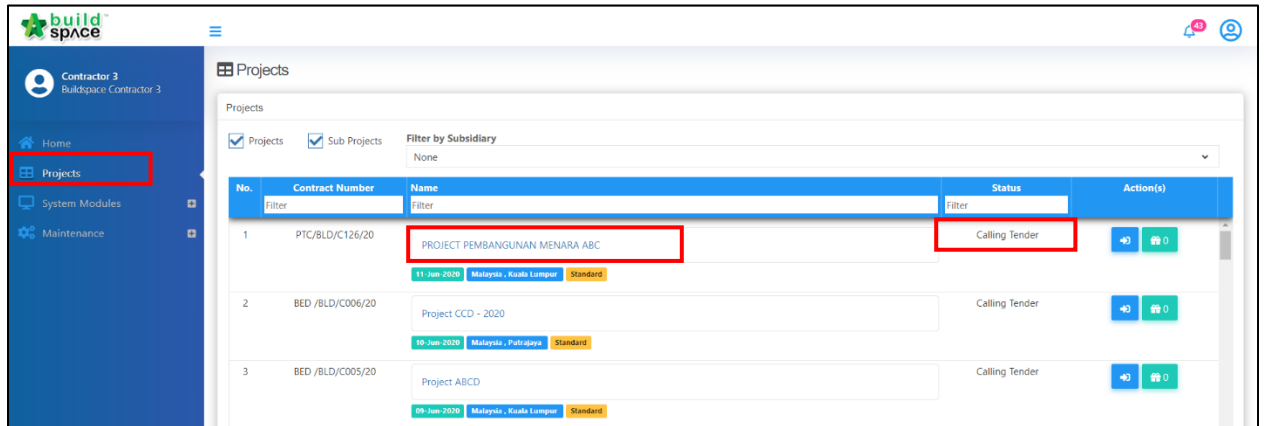


This screenshot shows the overall project status dashboard. A donut chart titled "Number of Projects By Statuses" displays the following data:

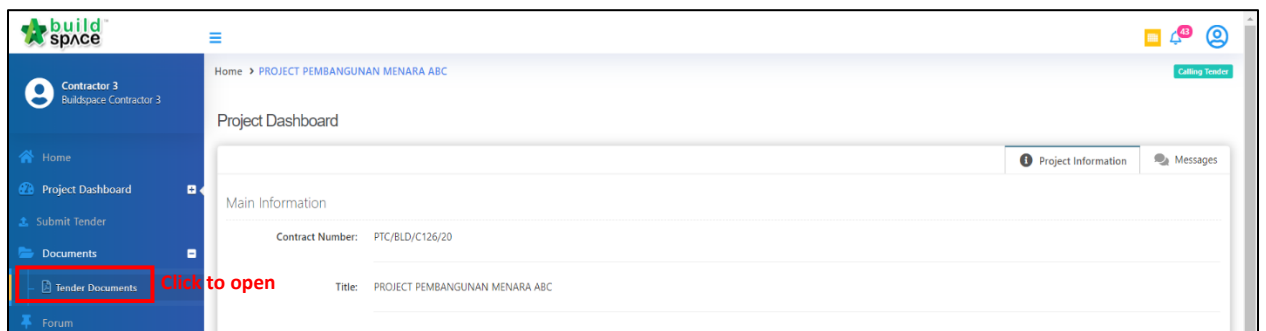
Status	Percentage
Calling Tender	34.3%
Post Contract	65.7%

Summary statistics on the right show 12 Projects CALLING TENDER and 23 Projects POST CONTRACT, totaling 35 Projects. A red box highlights a banner that says "Learn how to download and submit a tender" with a red arrow pointing to it. A red text annotation above the banner reads: "Click here to download the tutorial video on how to submit tender". Other dashboard elements include "Hi, Contractor 3!", "BQ Editor" (FREE), and "BuildSpace Pro" (PRO).

- Click Project to see the projects that you are invited to tender & awarded to you. Click the “Project Title” to open a project which is “Calling Tender” status.

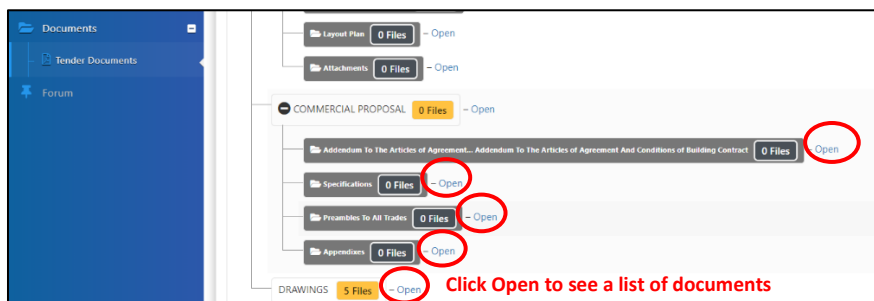


- Click at “Documents”, then select “Tender Documents”.

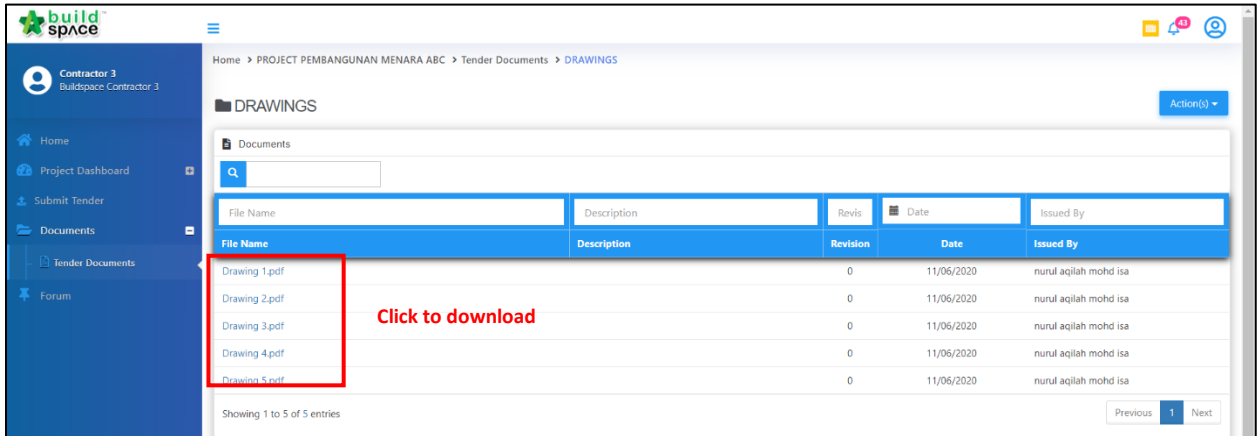


- Then click “Open” to **view & drawings** and **other tender documents**.

Note: *You do not need to download BQ files unless you are our existing BuildSpace Pro users and you can download it & price it at your own software. Please contact us for more details.*



9. Click at file name to download the file.



Home > PROJECT PEMBANGUNAN MENARA ABC > Tender Documents > DRAWINGS

DRAWINGS

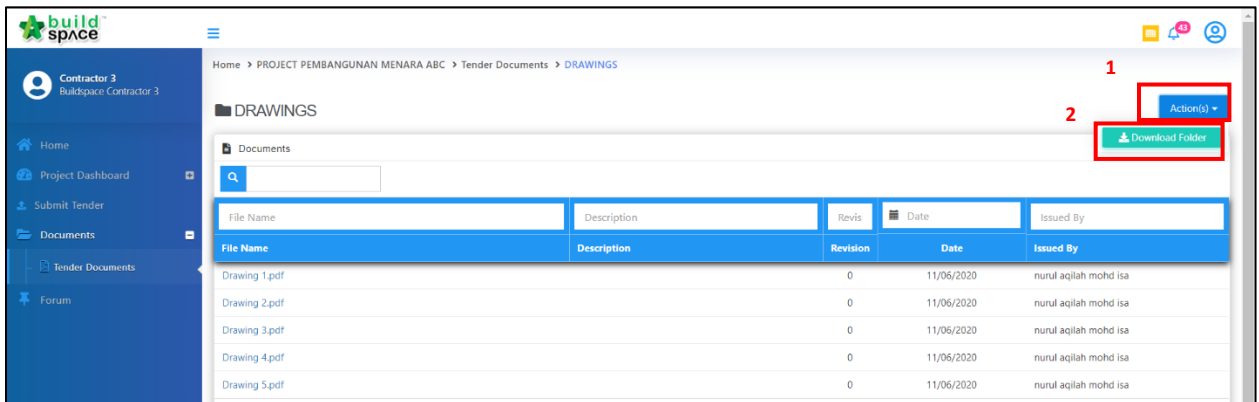
Documents

File Name	Description	Revis	Date	Issued By
File Name	Description	Revision	Date	Issued By
Drawing 1.pdf		0	11/06/2020	nurul aqilah mohd isa
Drawing 2.pdf		0	11/06/2020	nurul aqilah mohd isa
Drawing 3.pdf		0	11/06/2020	nurul aqilah mohd isa
Drawing 4.pdf		0	11/06/2020	nurul aqilah mohd isa
Drawing 5.pdf		0	11/06/2020	nurul aqilah mohd isa

Showing 1 to 5 of 5 entries

Previous 1 Next

10. Or you can **download all** the documents as one folder.



Home > PROJECT PEMBANGUNAN MENARA ABC > Tender Documents > DRAWINGS

DRAWINGS

Documents

File Name	Description	Revis	Date	Issued By
File Name	Description	Revision	Date	Issued By
Drawing 1.pdf		0	11/06/2020	nurul aqilah mohd isa
Drawing 2.pdf		0	11/06/2020	nurul aqilah mohd isa
Drawing 3.pdf		0	11/06/2020	nurul aqilah mohd isa
Drawing 4.pdf		0	11/06/2020	nurul aqilah mohd isa
Drawing 5.pdf		0	11/06/2020	nurul aqilah mohd isa

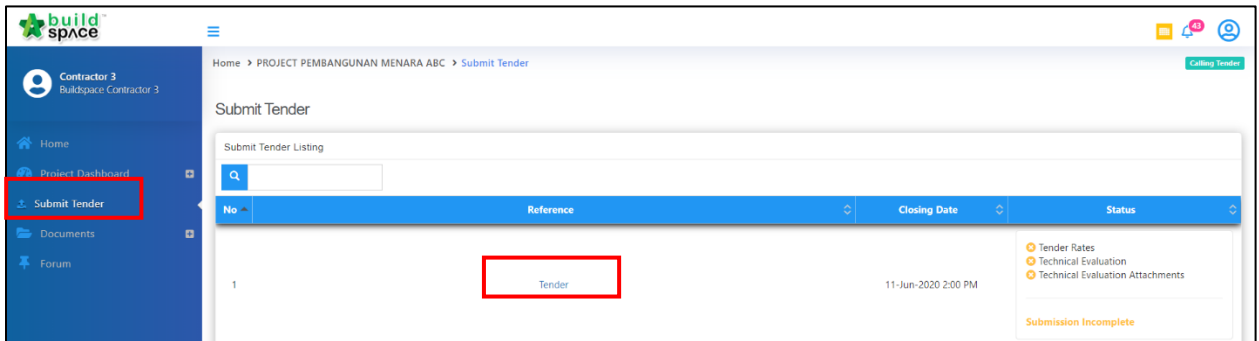
Showing 1 to 5 of 5 entries

Previous 1 Next

1 Actions()
 2 Download Folder

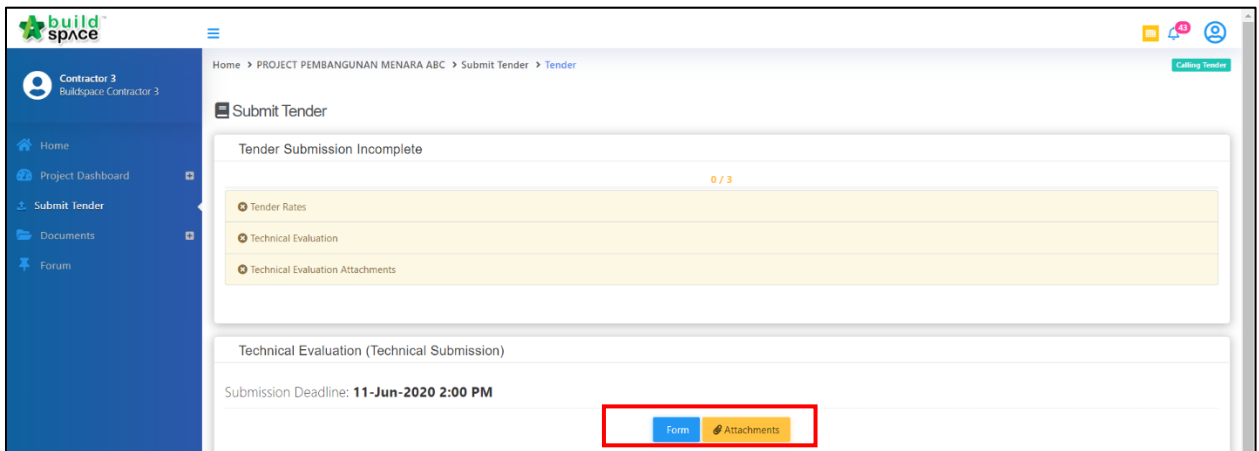
Submit Technical Evaluation Attachment

1. Once opened the project, click **Submit** (at left panel), then click **Tender**.



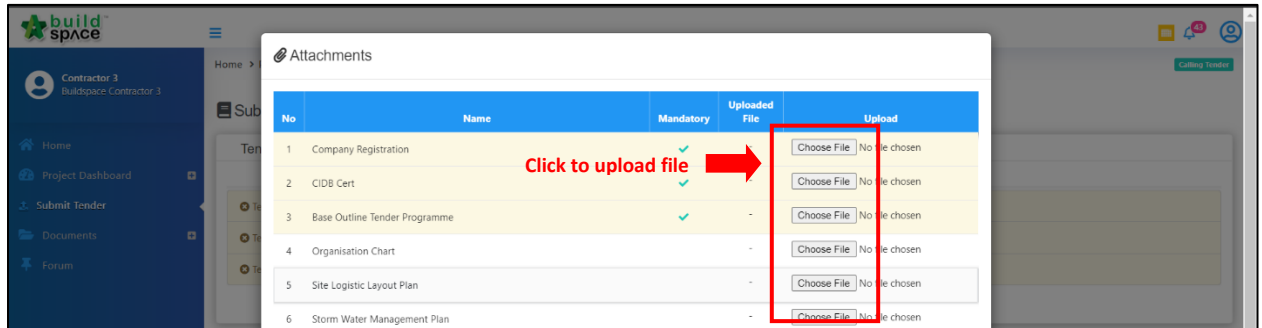
2. Some time you are only allow to submit “**Technical Only**” or “**Commercial Only**” or both. For “**Technical Submission**”, just click at “**Form**” & “**Attachments**” button to proceed submission process until the tender submission check list is completed.

Note: Sometimes when you click at “**Form**” button it will show nothing. You can ignore this (Because client might want tenderer to submit technical attachment only). If you click at “**Attachments**”, **it only allows uploading max 20 files per time.**



- After clicking **Attachment**, you will see a list of items for you to upload. Click **Choose File** to upload technical attachment accordingly.

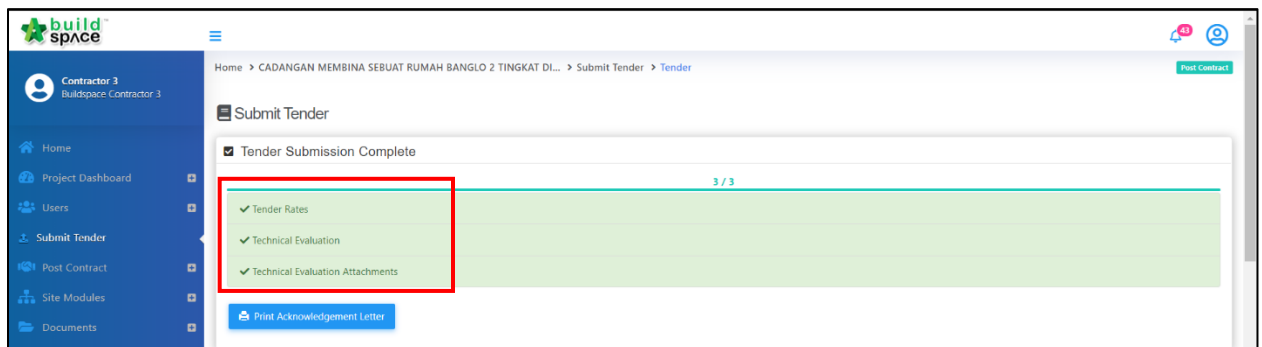
Note: You *MUST* upload attachment based on the item that “ticked” with “Mandatory” (Otherwise the system will detect it as Tender Submission Incomplete).



- After uploading the attachment, click **“Upload Attachments”** to submit the technical attachment.

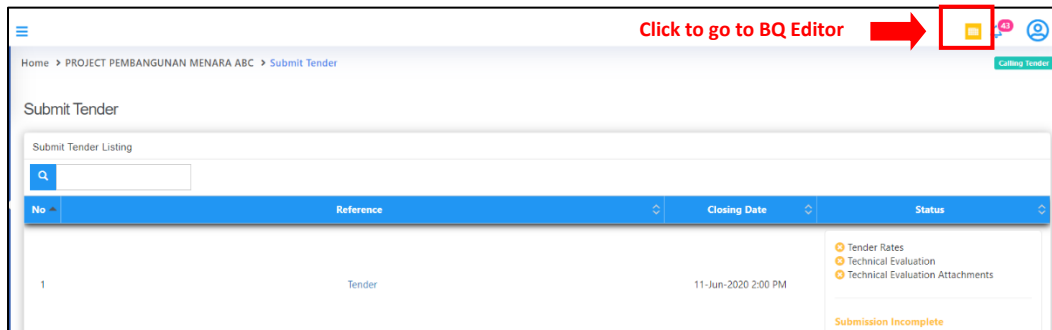


- After uploading all attachments, then the system will display Technical Evaluation Attachments as **“Ticked”**.



How to price BQ

1. Click at **“Go To BQ Editor”**.



2. You can see all bills for this project. **Double click to open a bill to go to element level.** You can print **“Project Summary”**. Click **“Reload”** button to show updated amount after you priced the BQ.

BQ Editor			
Project Breakdown		Project Properties	
Submit Tender		Project Summary	Reload
Go To Buildspace eProject			
No.	Description	Overall Total	% Project
CADANGAN PEMBINAAN SEBUAH BANGLO			
1	BILL NO.1 - GENERAL CONDITIONS & PRELIMINARIES		
2	BILL NO.2 - PILING WORKS		
3	BILL NO.3 - MULTI TYPES	144,000.00	0.87%
4	BILL NO.4 - SINGLE TYPE		
5	BILL NO.5 - PROVISIONAL SUM	16,366,000.00	99.13%

3. **Double click** at element to access to item level to price the items. Click **“Print BQ”** to print BQ.

BQ Editor				
Project Breakdown		Project Properties		
Element/Trade List		BILL NO.4 - SINGLE TYPE :: Standard		
Element		Bill Properties		
Print BQ		Click here to print BQ		
No	Description	% Job	Cost/m2 Default Total Unit:1	Total/Unit Grand Total
1	Bill No. B.4/1 - WORK BELOW GROUND FLOOR LEVEL			
2	Bill No. B.4/2 - FRAME			
3	Bill No. B.4/3 - UPPER FLOORS			
4	Bill No. B.4/4 - ROOF CONSTRUCTION			
5	Bill No. B.4/5 - STEP AND STAIRCASE CONSTRUCTION			
6	Bill No. B.4/6 - ROOF FINISHES AND RAINWATER GOODS			
7	Bill No. B.4/7 - EXTERNAL WALLS, DOORS AND WINDOWS			
8	Bill No. B.4/8 - PARTITIONS, DOORS AND WINDOWS			
9	Bill No. B.4/9 - EXTERNAL WALL FINISHES			
10	Bill No. B.4/10 - INTERNAL WALL FINISHES			
11	Bill No. B.4/11 - FLOOR FINISHES			
12	Bill No. B.4/12 - STEPS, STAIRCASE FINISHES AND BALUSTRADES			
13	Bill No. B.4/13 - CEILING FINISHES			
14	Bill No. B.4/14 - SUNDRIES			
15	Bill No. B.4/15 - SANITARY FITTINGS AND ACCESSORIES			
16	Bill No. B.4/16 - EXTERNAL WORK WITHIN LOT BOUNDARY			
17				

- At item level, press “Enter” to **type/edit rates** and press “Enter” again to **finish editing & auto save**.

Note: You can use your keyboard’s arrow key to move to other cell like Excel.

description	Type	Unit	Include	Qty/Unit	Total/Unit	Rate
				Default	Total Unit:1	
Blinding, not exceeding 100mm thick, under ground beams						
Blinding, not exceeding 100mm thick, under ground floors.	ITEM	M3	YES	23.00	6,900.00	300.00
Blinding, not exceeding 100mm thick, under trenches.	ITEM	M3	YES	2.00	600.00	300.00
Disposal off site, including paying all dues	HEAD 2					
Excavated materials	ITEM	M3	YES	936.00		
Hardcore, consolidated and blinded to receive concrete	HEAD 2					
150mm (consolidated thickness), under floor.	ITEM	M3	YES	532.00		

- If after press “Enter”, it still can’t edit. That means you have to “**double click**” on rate cell to fill up your rates because the item may be prime cost rates or prime cost sum. Then you will see the pop up table like this, just filled up the necessary field and click “**Save**”.

Prime Cost Rate Sample Prime Cost Rate table

Save Close

Rate Per No.

*Supply Rate : MYR 20.00

Wastage (%) : 3 MYR 0.60 **fill up the necessary field**

Labour For Installation : MYR 10.00

Other Cost : MYR 10.00

Profit (%) : 10 MYR 4.06

Total : MYR 44.66

Lump Sum Percentage Sample Attendance & Profit table

Save Close

Rate and Percentage

*Amount : MYR 100,000.00

*Percentage (%) : 3 **Fill up this field**


Total : MYR 3,000.00

- If there’s an “**ITEM-NL**” means you can type new item that does not exist in the BQ. Besides, you can type any “**Note**” at description cell.

7	Sawn formwork, to,	HEAD 1				
8	Sides of columns.	ITEM	M2	YES	3.00	912.00 304.00
9	Any other items	HEAD 1				
10	type your new item here	ITEM-NL	M3	YES	200.00	4,600.00 23.00
1		ITEM-NL		YES		
2	Press “Enter” to type new item description	ITEM-NL		YES		
3	and press “Enter” to save.	ITEM-NL		YES		
4		ITEM-NL		YES		
5		ITEM		YES		

7. To go back to element level, click at **“Element”**. To close bill, click on **“x”** icon on the tab.

BQ Editor

Project Breakdown | Project Properties | **BILL NO.3 - MULTI TYPES :: Standard** 

Element/Trade List | Bill Properties





Element > Bill No. B.3/1 - WORK BELOW GROUND FLOOR LEVEL >

No	Description	Type	Unit	Qty/Unit	Total/Unit	Qty
1	Excavate, get out, remove surplus excavated materials off site	HEAD 1				
2	Not exceeding 1.50m deep, to raft foundation.	ITEM-HE	m3			
	Prime cost rate					
	Rate Per No.					
	Supply Rate MYR					
	Wastage (0.00%) MYR					
	Labour For Installation MYR					
	Other Cost MYR					
	Profit (0.00%) MYR					
	Total MYR				10.00	
3		ITEM-PC	m3	100.00	1,000.00	
4	Not exceeding 1.50m deep, to ground beam.	ITEM-P	m3	1.00		
5	Hardcore, consolidated and blinde d to receive concrete	HEAD 1				
6	150mm (Consolidated thickness), under raft foundation.	ITEM-RO	m2	RATE ONLY		RA1
7	150mm (Consolidated thickness), under ground beam.	ITEM	m2	2.00	200.00	

8. Click **“Reload”** button to show updated amount.

BQ Editor

Project Breakdown | Project Properties

 Submit Tender |  Project Summary |  **Reload** |  Go To Buildspace eProject

No.	Description	Overall Total	% Project
	CADANGAN PEMBINAAN SEBUAH BANGLO		
1	BILL NO.1 - GENERAL CONDITIONS & PRELIMINARIES		
2	BILL NO.2 - PILING WORKS		
3	BILL NO.3 - MULTI TYPES	144,000.00	0.87%
4	BILL NO.4 - SINGLE TYPE		
5	BILL NO.5 - PROVISIONAL SUM	16,366,000.00	99.13%

How to view addendum BQ

1. Once you are notified that an Addendum has been issued, you may Click to “BQ Editor” to view the BQ



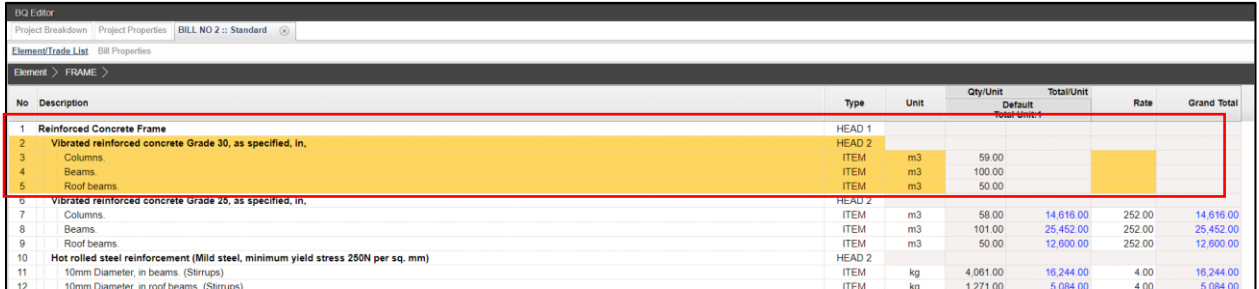
2. Here you can see in which Bill Item the Addendum has taken place.

No.	Description	Addendum	Overall Total	% Project
1	BILL NO 1	1		
2	BILL NO 2		392,331.00	100.00%
3	BILL NO 3			

3. Double click to open a bill and you can see in which Element the Addendum has taken place.

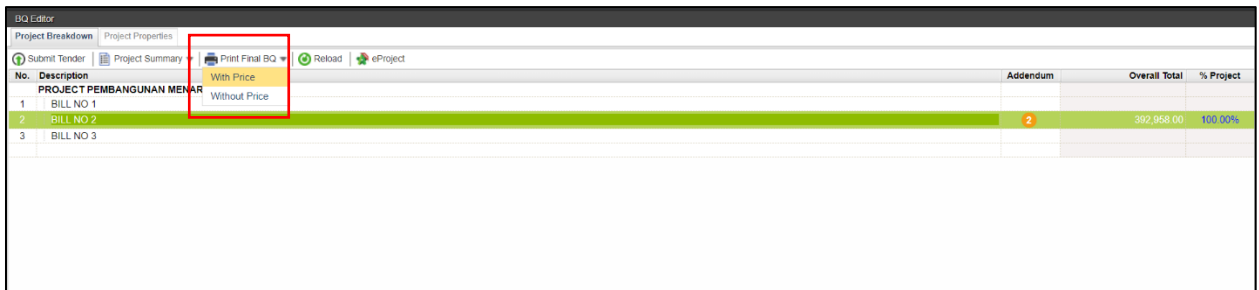
No	Description	Addendum	% Job	Cost/m2 Default Total Unit:1	Total/Unit	Grand Total
1	FRAME	1	64.53%		253,189.00	253,189.00
2	UPPER FLOORS		35.47%		139,142.00	139,142.00
3						

- Double click Element to proceed to Item level. Here you can see exactly which Item is affected. The affected Item will be shown in highlighted colour and you may proceed to do the pricing.



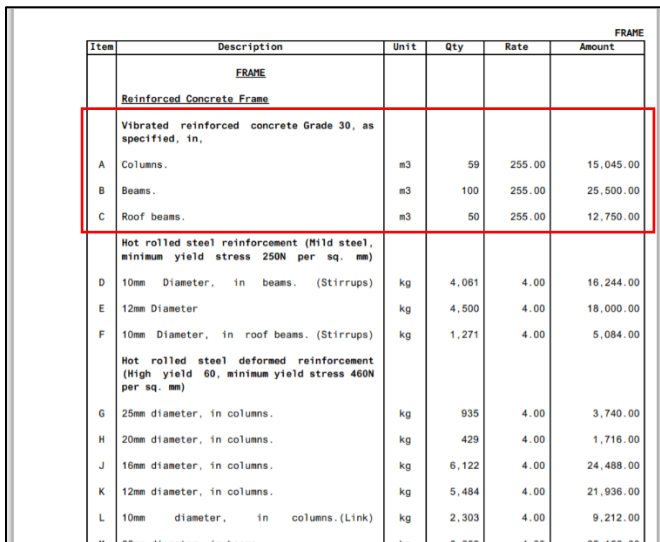
No	Description	Type	Unit	Qty/Unit	Total/Unit	Rate	Grand Total
1	Reinforced Concrete Frame	HEAD 1					
2	Vibrated reinforced concrete Grade 30, as specified, in.	HEAD 2					
3	Columns.	ITEM	m3	59.00			
4	Beams.	ITEM	m3	100.00			
5	Roof beams.	ITEM	m3	50.00			
6	Vibrated reinforced concrete Grade 25, as specified, in.	HEAD 2					
7	Columns.	ITEM	m3	58.00	14,616.00	252.00	14,616.00
8	Beams.	ITEM	m3	101.00	25,452.00	252.00	25,452.00
9	Roof beams.	ITEM	m3	50.00	12,600.00	252.00	12,600.00
10	Hot rolled steel reinforcement (Mild steel, minimum yield stress 250N per sq. mm)	HEAD 2					
11	10mm Diameter, in beams. (Stirrups)	ITEM	kg	4,061.00	16,244.00	4.00	16,244.00
12	10mm Diameter, in roof beams. (Stirrups)	ITEM	kg	1,271.00	5,084.00	4.00	5,084.00

- To Print the BQ, Click “Project Breakdown” and Click “Print BQ”. You may choose either to print with price or without price.



No.	Description	Addendum	Overall Total	% Project
1	BILL NO 1			
2	BILL NO 2	2	392,958.00	100.00%
3	BILL NO 3			

- The printed BQ will include all Addendum as it will be auto updated in the system.

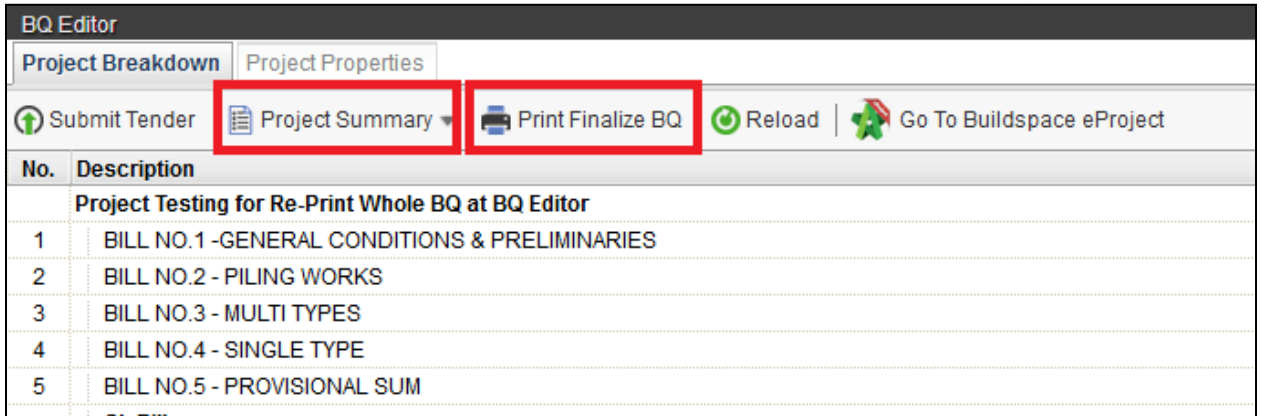


Item	Description	Unit	Qty	Rate	Amount
FRAME					
Reinforced Concrete Frame					
	Vibrated reinforced concrete Grade 30, as specified, in.				
A	Columns.	m3	59	255.00	15,045.00
B	Beams.	m3	100	255.00	25,500.00
C	Roof beams.	m3	50	255.00	12,750.00
Hot rolled steel reinforcement (Mild steel, minimum yield stress 250N per sq. mm)					
D	10mm Diameter, in beams. (Stirrups)	kg	4,061	4.00	16,244.00
E	12mm Diameter	kg	4,500	4.00	18,000.00
F	10mm Diameter, in roof beams. (Stirrups)	kg	1,271	4.00	5,084.00
Hot rolled steel deformed reinforcement (High yield 60, minimum yield stress 460N per sq. mm)					
G	25mm diameter, in columns.	kg	935	4.00	3,740.00
H	20mm diameter, in columns.	kg	429	4.00	1,716.00
J	16mm diameter, in columns.	kg	6,122	4.00	24,488.00
K	12mm diameter, in columns.	kg	5,484	4.00	21,936.00
L	10mm diameter, in columns. (Link)	kg	2,303	4.00	9,212.00

How to Print Finalize BQ

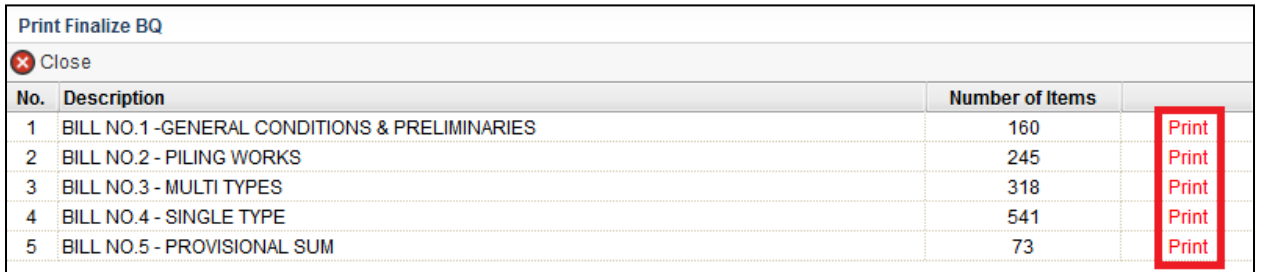
Note: You can print out your priced BQ for your future reference.

1. Click at **“Project Summary”** to print your tender summary. Click at **“Print Finalize BQ”** to print out all individual bills.



BQ Editor	
Project Breakdown	Project Properties
Submit Tender	Project Summary
Print Finalize BQ	Reload
Go To Buildspace eProject	
No.	Description
Project Testing for Re-Print Whole BQ at BQ Editor	
1	BILL NO.1 -GENERAL CONDITIONS & PRELIMINARIES
2	BILL NO.2 - PILING WORKS
3	BILL NO.3 - MULTI TYPES
4	BILL NO.4 - SINGLE TYPE
5	BILL NO.5 - PROVISIONAL SUM

2. If you click at **“Print Finalize BQ”**, you will see the following screen. Then click **“Print”** to print out entire bill.



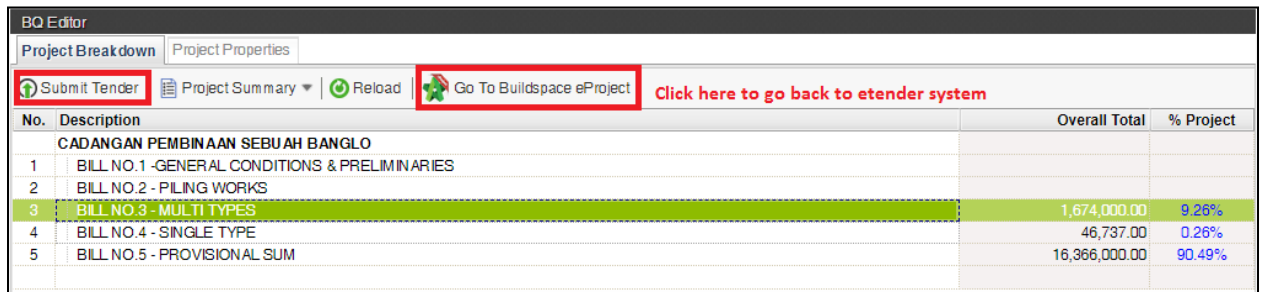
Print Finalize BQ			
Close			
No.	Description	Number of Items	
1	BILL NO.1 -GENERAL CONDITIONS & PRELIMINARIES	160	Print
2	BILL NO.2 - PILING WORKS	245	Print
3	BILL NO.3 - MULTI TYPES	318	Print
4	BILL NO.4 - SINGLE TYPE	541	Print
5	BILL NO.5 - PROVISIONAL SUM	73	Print

Submit Tender

Note: You can submit your tender multiple times to over write the previous submission before the tender closing time.

1. Just click at “**Submit Tender**” button.

Note: The button might “*Disappear*” if the tender is only allowed for technical submission.



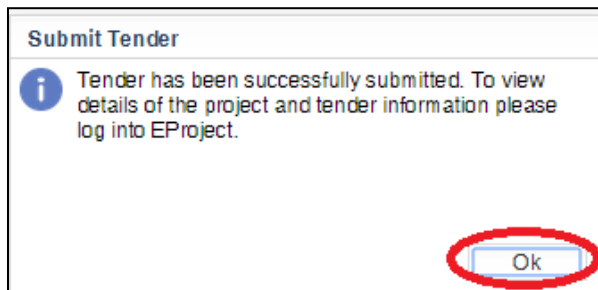
BQ Editor

Project Breakdown | Project Properties

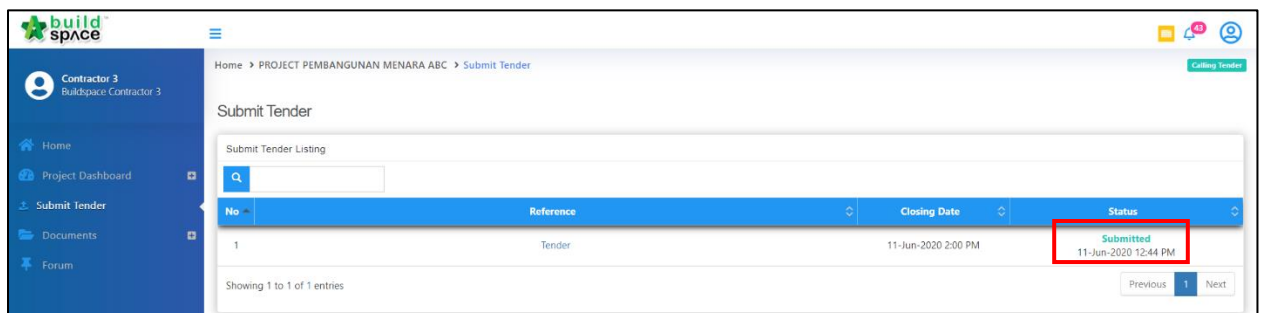
Submit Tender | Project Summary | Reload | Go To Buildspace eProject | [Click here to go back to etender system](#)

No.	Description	Overall Total	% Project
CADANGAN PEMBINAAN SEBUAH BANGLO			
1	BILL NO.1 -GENERAL CONDITIONS & PRELIMINARIES		
2	BILL NO.2 - PILING WORKS		
3	BILL NO.3 - MULTI TYPES	1,674,000.00	9.26%
4	BILL NO.4 - SINGLE TYPE	46,737.00	0.26%
5	BILL NO.5 - PROVISIONAL SUM	16,366,000.00	90.49%

2. Then the follow screen will pop up, click “**Ok**” to proceed.



3. After that, go back to **BuildSpace eProject** system, click at “**Submit Tender**” and open “**Tender**” or “**Tender Addendum 1**” (if this is tender addendum). Once you have completed the submission checklist, the status will be changed to “**Submitted**”.



Contractor 3
Buildspace Contractor 3

Home > PROJECT PEMBANGUNAN MENARA ABC > Submit Tender

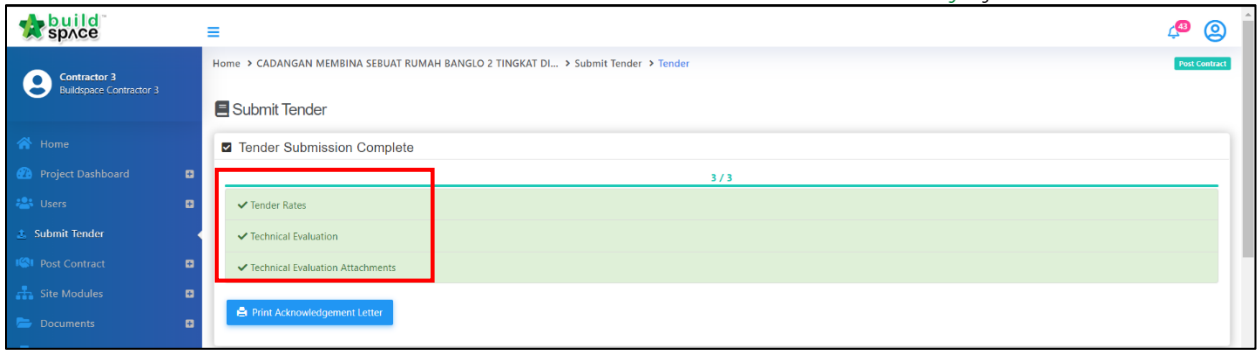
Submit Tender

Submit Tender Listing

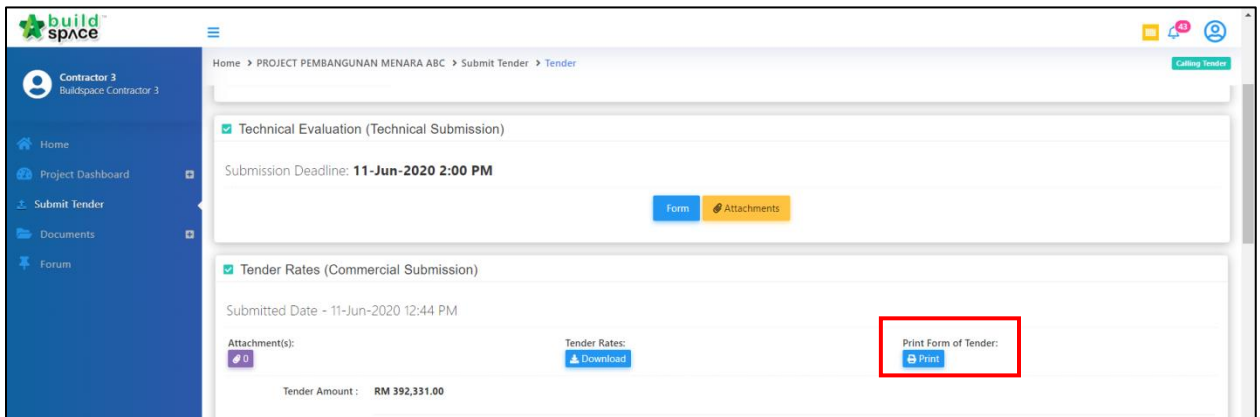
No.	Reference	Closing Date	Status
1	Tender	11-Jun-2020 2:00 PM	Submitted 11-Jun-2020 12:44 PM

Showing 1 to 1 of 1 entries

Previous 1 Next

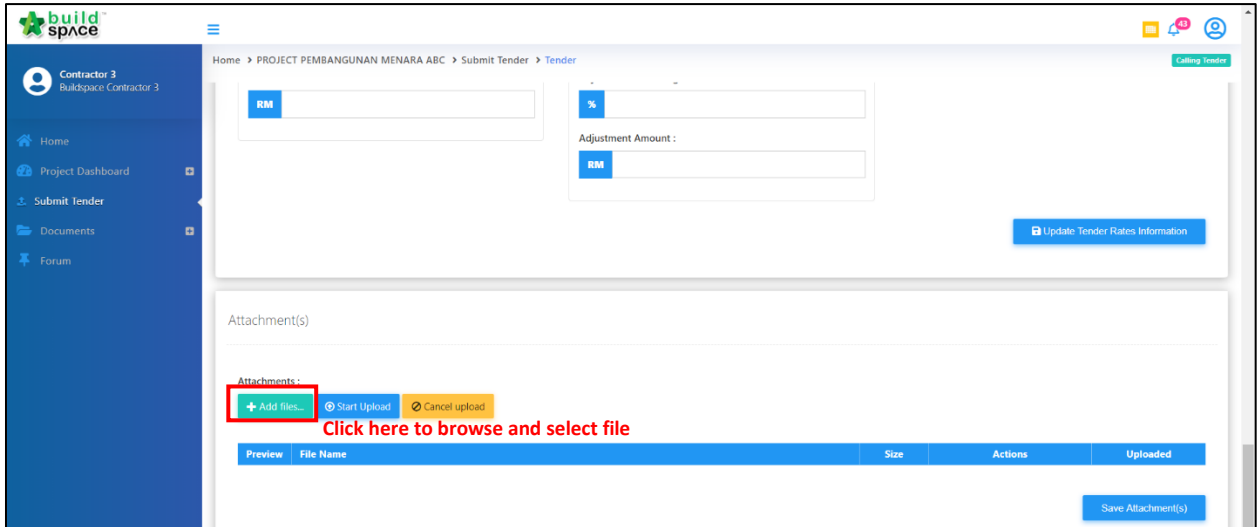


4. You can click **“Print”** form of tender after submitted tender rate (some client may request you to printout this and submit hardcopy by hand).

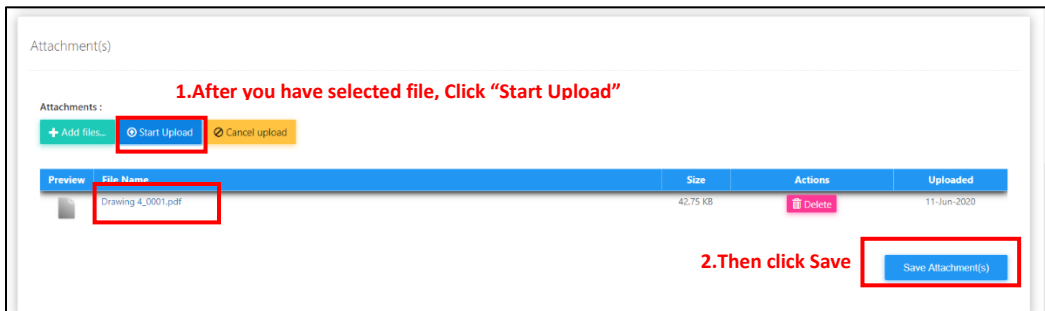


Upload other attachments & Print Acknowledgement Letter

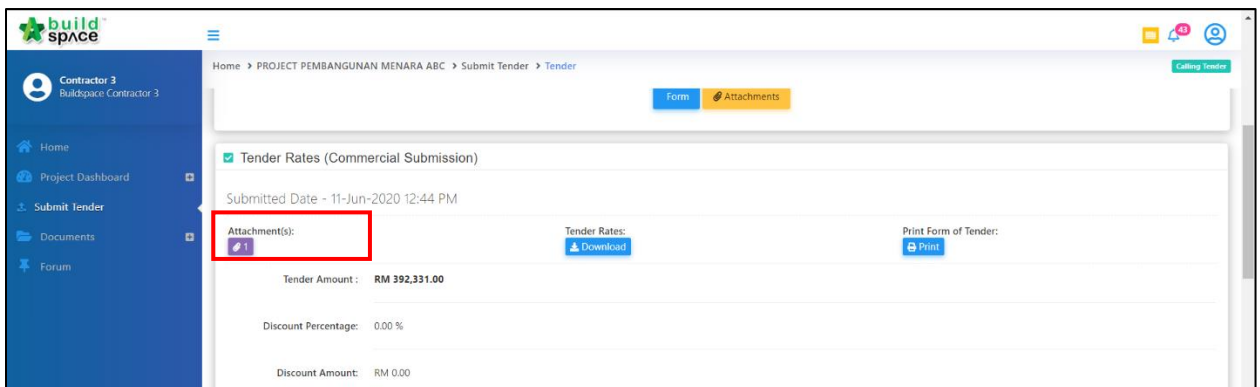
1. After submitting tender rates, scroll down (under **BuildSpace eProject** system, *Submit Tender page*) to attach any other files or supporting documents as per requested by your client. Click at **“Add files...”** to select the files.



2. After selected files, click at **“Start upload”**. Then click **“Save Attachment(s)”**.

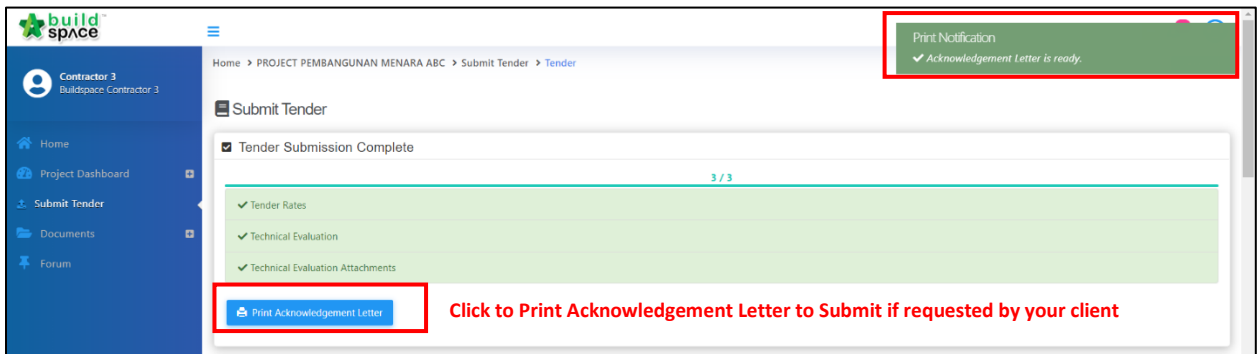


3. You can see your file had been uploaded.



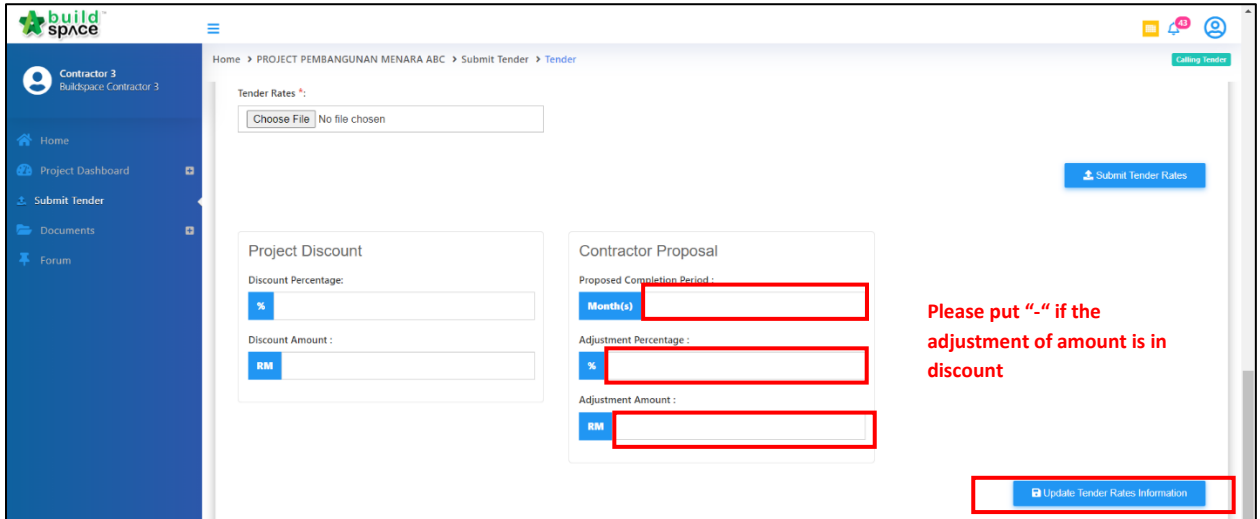
- Once you are done with your submission, a “Print Acknowledgement Letter” notification message will pop out and you can see the “Print Acknowledgement Letter” button will appear for you to print.

Note: *Some clients request you to print out and submit to their office together with other documents. Sometimes the “Print Acknowledgement Letter” button will **NOT** appear; it’s depending on your client’s requirement.*



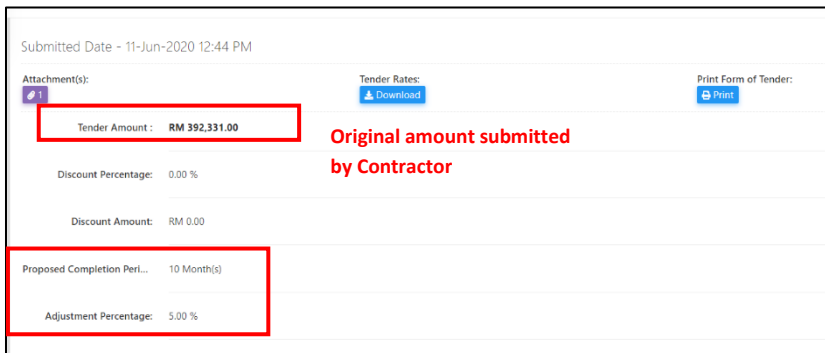
Submit Tender with Contractor Proposal

1. After submit tender rates, you can propose your own completion period (this is subject to client, sometimes it might not appear here) as well as the adjustment amount. You can propose adjustment price using percentage (auto calculate amount) or by amount only. Then click **“Update Tender Rate Information”** button.



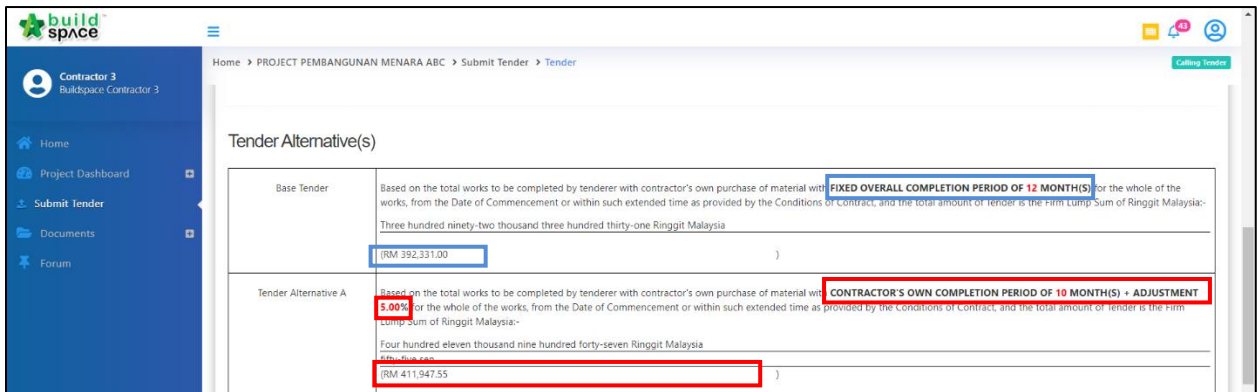
The screenshot shows the 'Submit Tender' interface for a contractor. The main content area is divided into two sections: 'Project Discount' and 'Contractor Proposal'. The 'Contractor Proposal' section includes fields for 'Proposed Completion Period' (in months), 'Adjustment Percentage' (in %), and 'Adjustment Amount' (in RM). A red box highlights the 'Update Tender Rates Information' button at the bottom right. A red text annotation reads: 'Please put “-” if the adjustment of amount is in discount'.

2. Then, the submitted tender amount will be display as well as the proposed completion period with the adjustment percentage.



The screenshot shows the 'Submitted Date - 11-Jun-2020 12:44 PM' page. It displays the tender details, including the 'Tender Amount' (RM 392,331.00), 'Discount Percentage' (0.00 %), 'Discount Amount' (RM 0.00), 'Proposed Completion Period' (10 Month(s)), and 'Adjustment Percentage' (5.00 %). A red box highlights the 'Tender Amount' field, and a red text annotation reads: 'Original amount submitted by Contractor'.

- Tender alternatives also will be display to make a comparison with the original as well as the contractor proposal

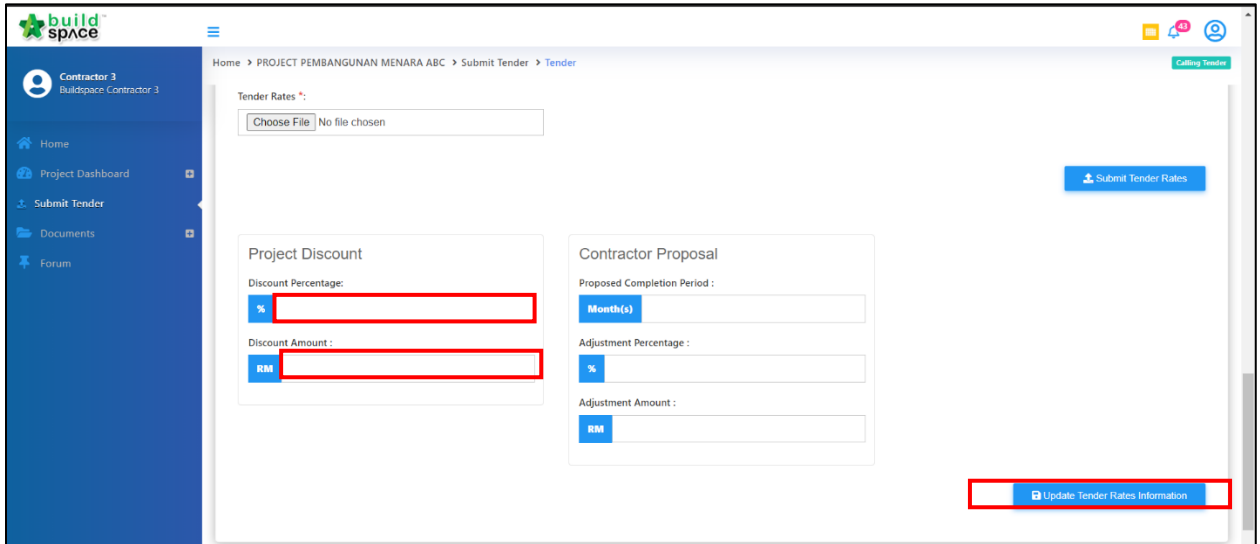


The screenshot shows a web interface for 'Contractor 3' on the 'PROJECT PEMBANGUNAN MENARA ABC' page. The 'Tender Alternative(s)' section contains two entries:

Alternative Name	Description	Amount
Base Tender	Based on the total works to be completed by tenderer with contractor's own purchase of material with FIXED OVERALL COMPLETION PERIOD OF 12 MONTH(S) for the whole of the works, from the Date of Commencement or within such extended time as provided by the Conditions of contract, and the total amount of tender is the firm Lump Sum of Ringgit Malaysia:- Three hundred ninety-two thousand three hundred thirty-one Ringgit Malaysia	RM 392,331.00
Tender Alternative A	Based on the total works to be completed by tenderer with contractor's own purchase of material with CONTRACTOR'S OWN COMPLETION PERIOD OF 10 MONTH(S) + ADJUSTMENT or 5.00% for the whole of the works, from the Date of Commencement or within such extended time as provided by the Conditions of contract, and the total amount of tender is the firm Lump Sum of Ringgit Malaysia:- Four hundred eleven thousand nine hundred forty-seven Ringgit Malaysia	RM 411,947.55

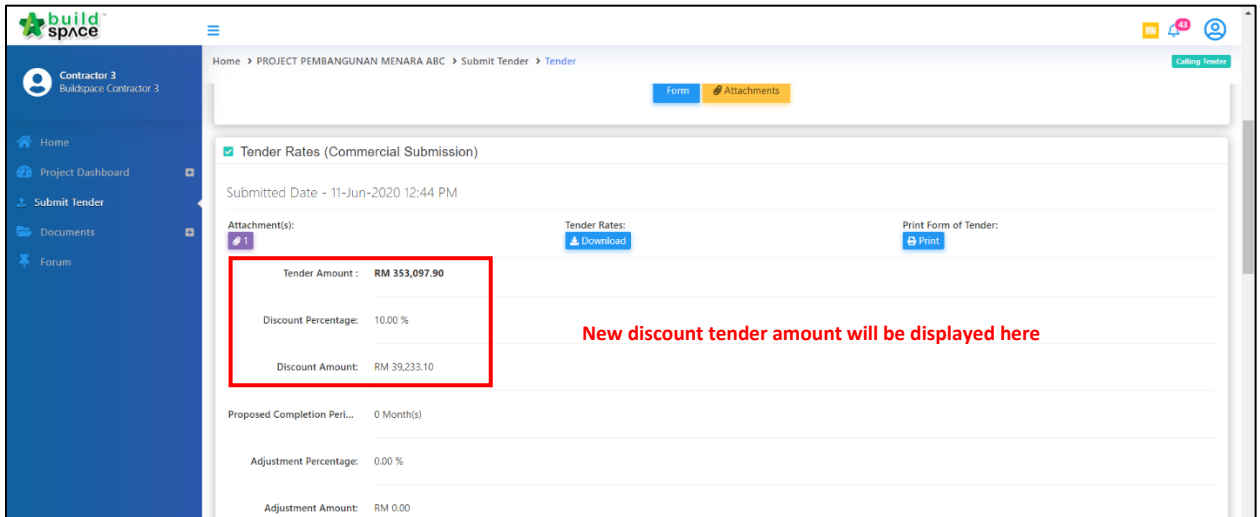
Submit Tender with Project Discount Only

1. After submit tender rates, you can propose a Project Discount either in % or amount. You can propose adjustment price using percentage (auto calculate amount) or by amount only. Then click **“Update Tender Rate Information”** button.



The screenshot shows the 'Submit Tender' interface. The 'Project Discount' section has two input fields: 'Discount Percentage' (with a '%' dropdown) and 'Discount Amount' (with an 'RM' dropdown). The 'Contractor Proposal' section has three input fields: 'Proposed Completion Period' (with a 'Month(s)' dropdown), 'Adjustment Percentage' (with a '%' dropdown), and 'Adjustment Amount' (with an 'RM' dropdown). A blue button labeled 'Update Tender Rates Information' is highlighted with a red box at the bottom right.

2. Then, the new discounted tender amount will be display.



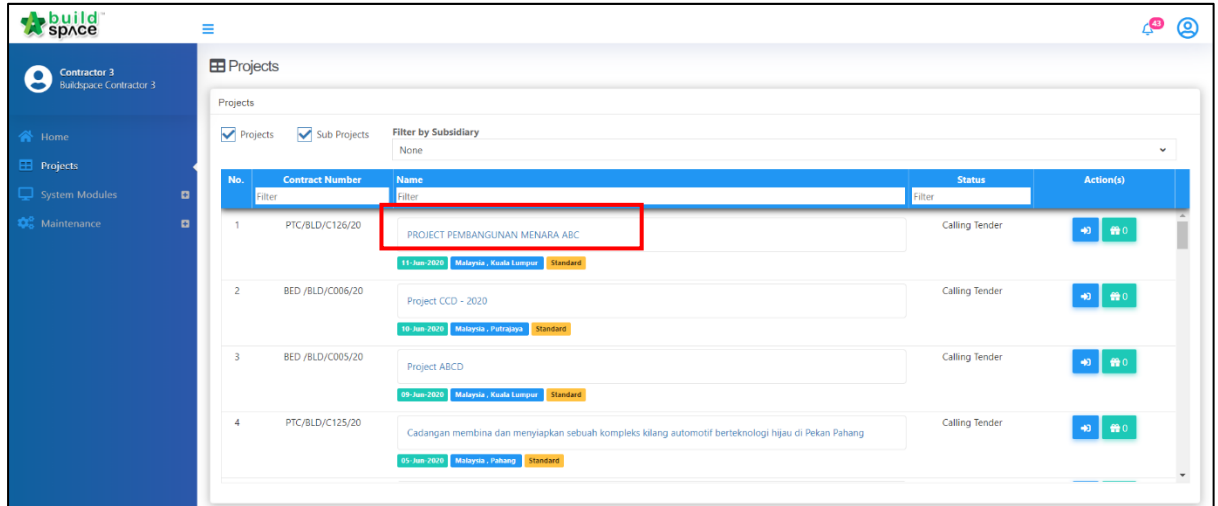
The screenshot shows the 'Tender Rates (Commercial Submission)' page. The 'Submitted Date' is 11-Jun-2020 12:44 PM. The 'Attachments' section shows one attachment. The 'Tender Rates' section displays the following information:

Tender Amount :	RM 353,097.90
Discount Percentage:	10.00 %
Discount Amount:	RM 39,233.10
Proposed Completion Peri...	0 Month(s)
Adjustment Percentage:	0.00 %
Adjustment Amount:	RM 0.00

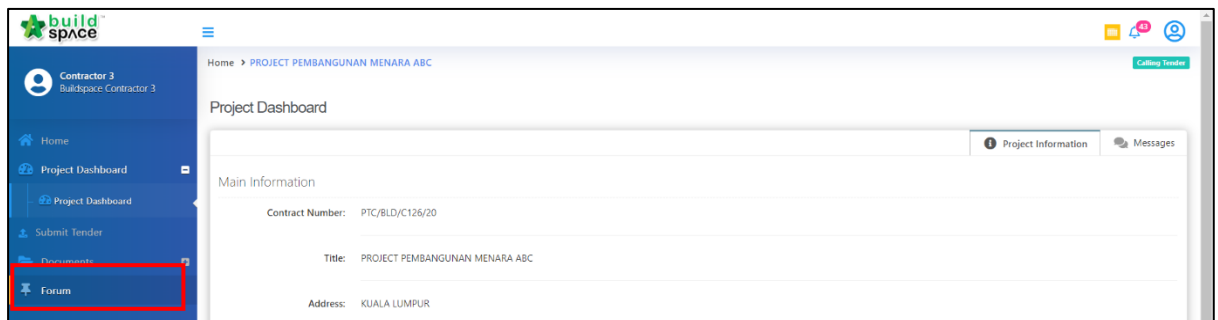
A red box highlights the 'Tender Amount' field, and a red text overlay indicates 'New discount tender amount will be displayed here'.

How to compose message to client & consultant

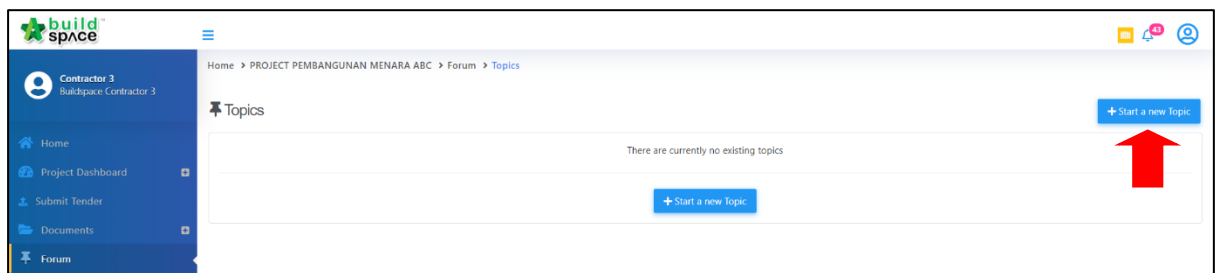
1. Login to **BuildSpace eProject** system and select a project.



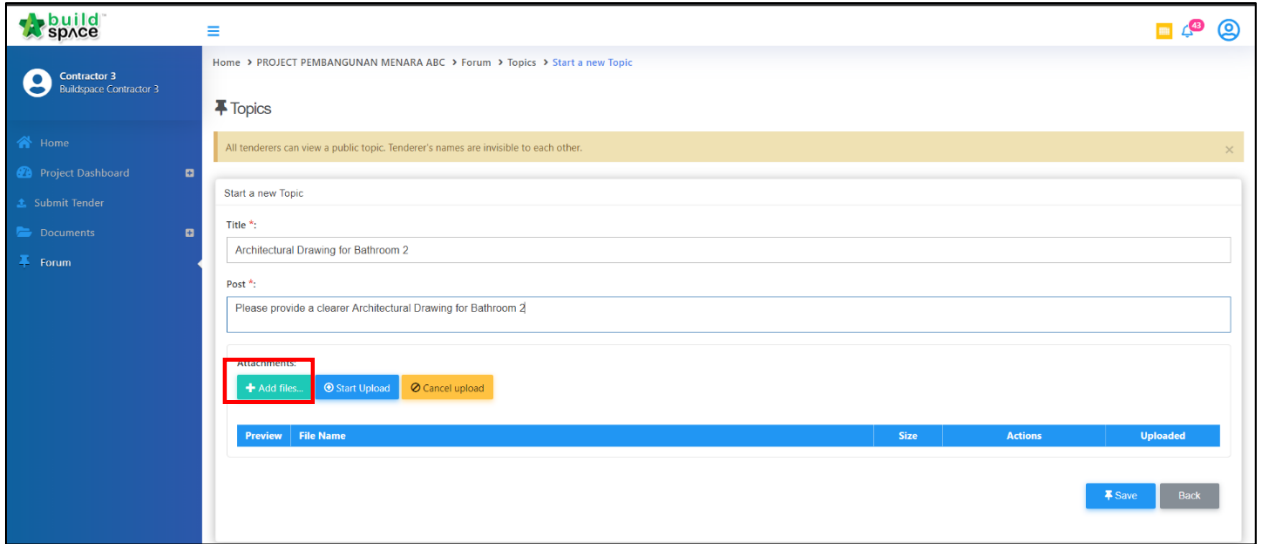
2. Click at **Forum**.



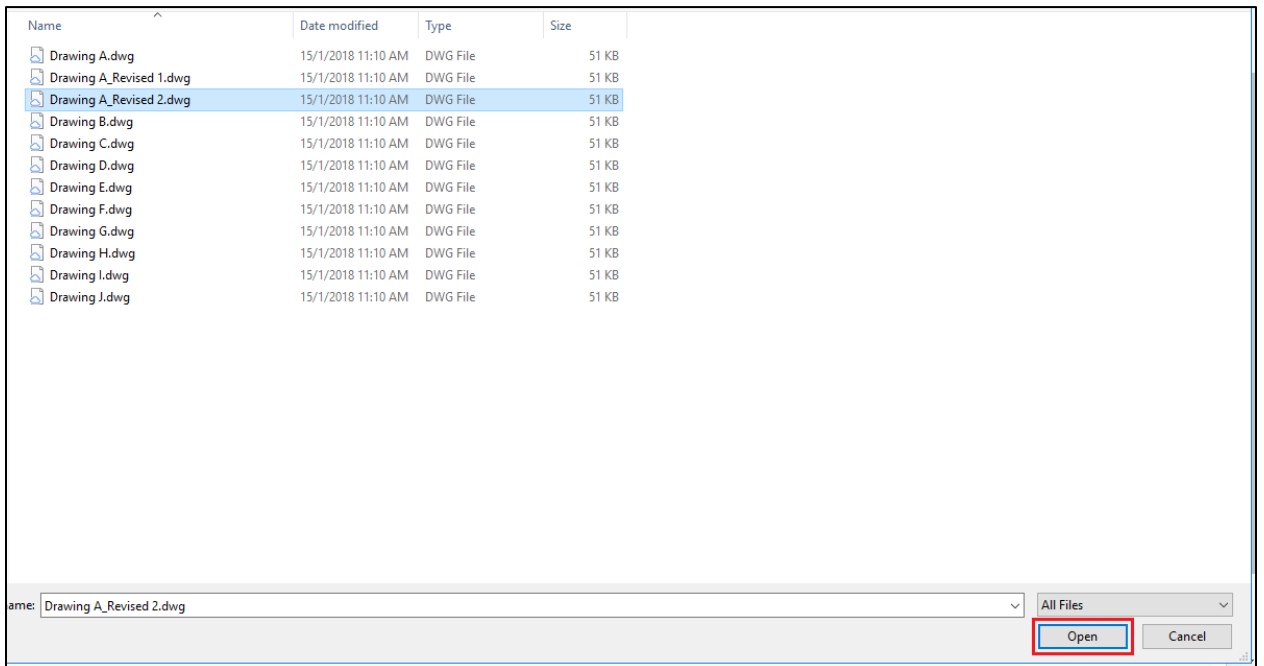
3. Click at **+Start a new Topic** to create new topic.



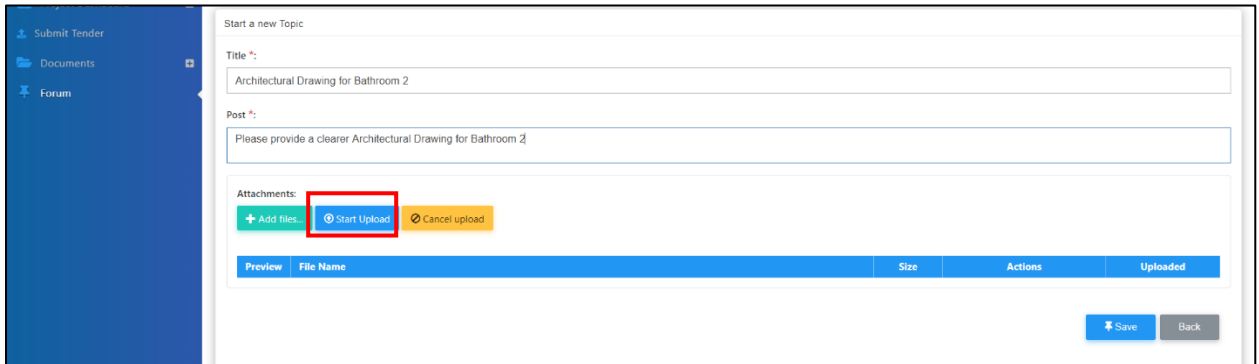
4. Fill in the Title & Post. After that, click **Save**. Click **Add File** to upload the attachment



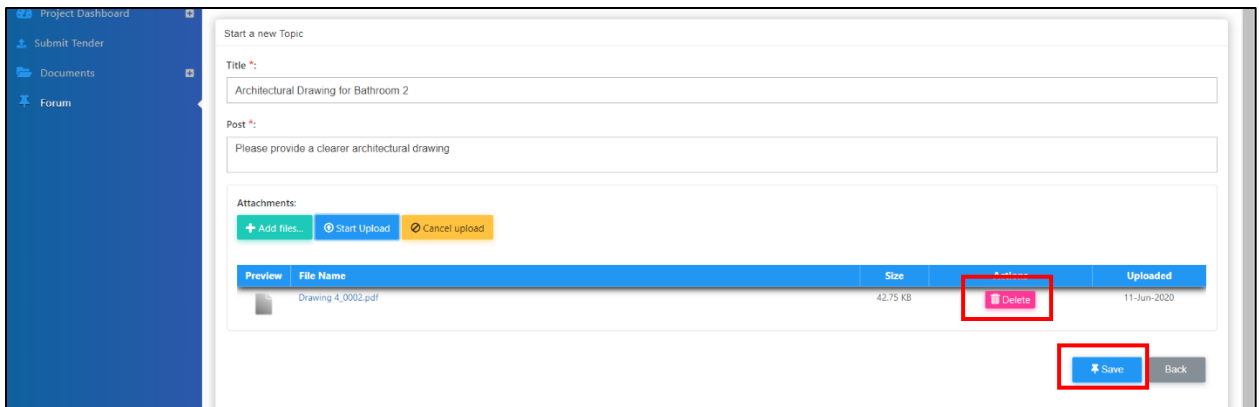
5. Click which file and click **Open**



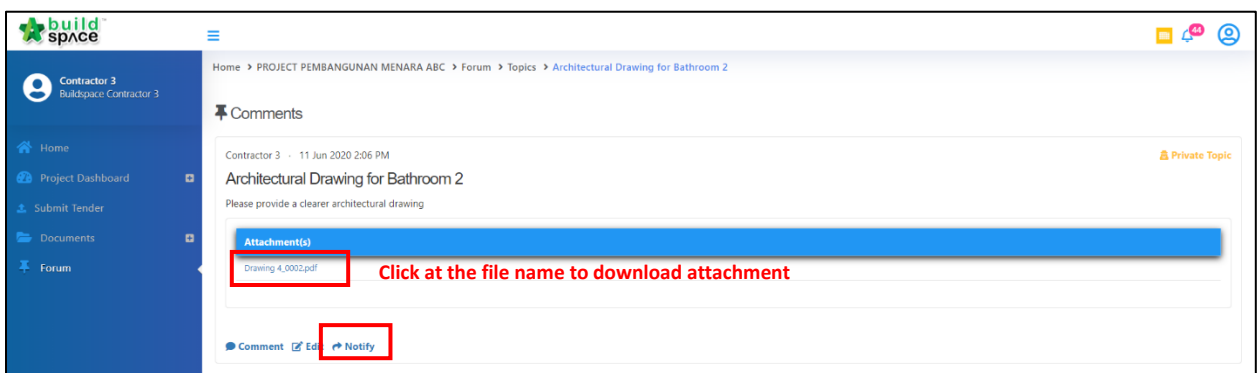
6. Click Start Upload or Start to upload the file



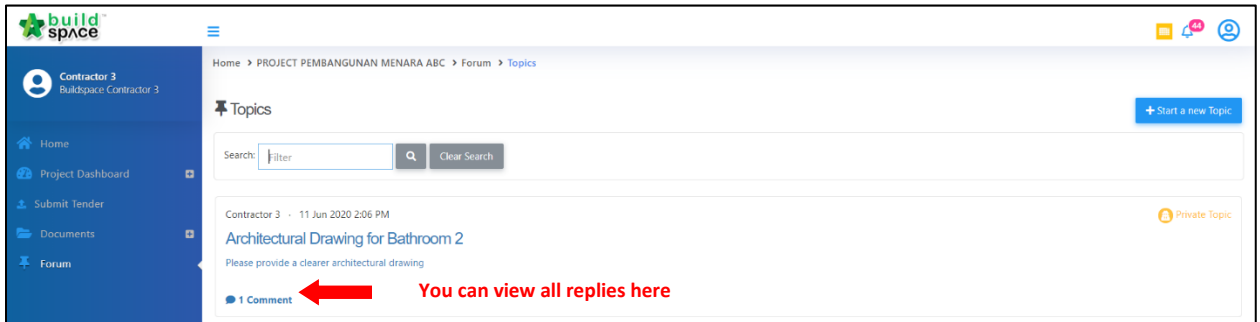
7. After upload the attachment, click **Save**. To remove the file click **Remove**



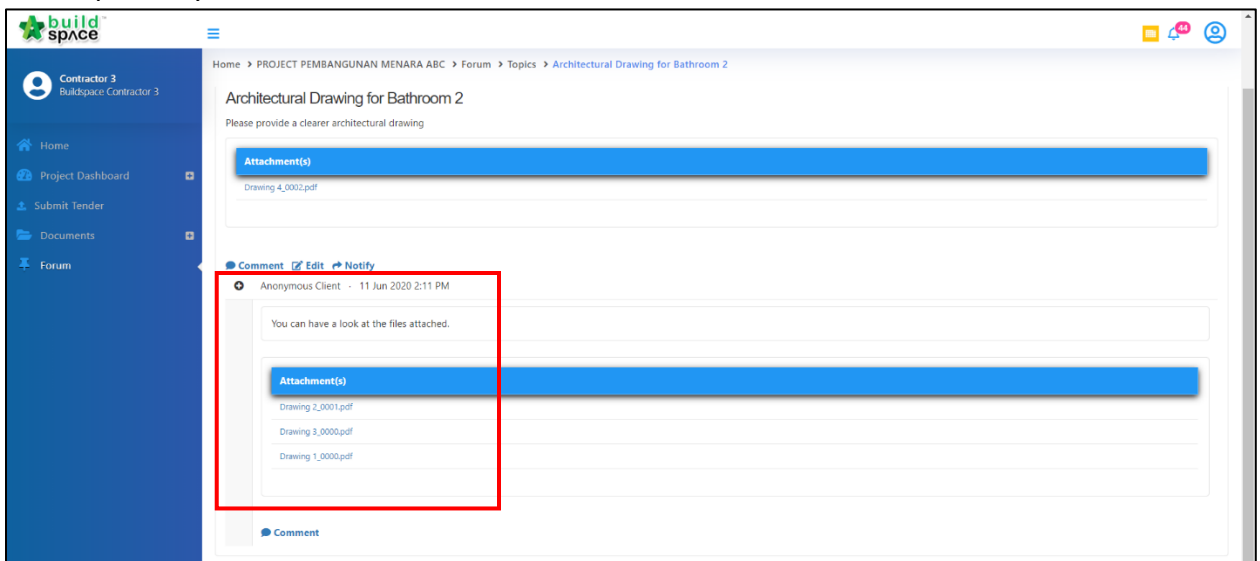
8. Once created the topic, you can click at **Notify** and automatic notify for all consultants and client



9. If the client/ consultant reply, you can click into the Topic/ Comments



10. Once opened, you will be able to see the comment.



You can purchase our BQ system called “BuildSpace Pro” at as low as **RM 500/month**, so that you can download the BQ and price it at your own software. Keeping all historical tender rates and many more functions like below;

Costing Library	Tendering Stage	Construction Stage
<p>Features</p> <ul style="list-style-type: none"> ✓ Keeping resources’ rates such as material, labour, plant & etc ✓ Updating resources’ rates by using “Request For Quotation” ✓ Link resources’ rates to “Schedule of Rates” or build up rates 	<p>Features</p> <ul style="list-style-type: none"> ✓ Direct import from BuildSpace file ✓ Import from spreadsheet/scanning ✓ Manual key in item description ✓ Import rates from “Schedule of Rates” ✓ Project analyzer function to auto generate the following reports <ul style="list-style-type: none"> ➤ Auto grouping items by trades ➤ Auto generate list of resources together with total quantities & costs for each resource ✓ Multi-level mark up functions such as at element, item or trade level ✓ Create sub packages or sub contractor BQ <ul style="list-style-type: none"> ➤ Auto sorting the BQ items based on sub contractor’s package ➤ Sub contractors tender comparison report 	<p>Features</p> <ul style="list-style-type: none"> ✓ Re-use BQ for progress claim ✓ Multiple types of claim reports format ✓ Contract/Sub Contract management <ul style="list-style-type: none"> - Claim certificate - Variation order - Material On Site - Advance payment - Kong Si Kong - Work On Behalf - Purchase on behalf - etc ✓ Final account / re-measurement ✓ Project Management <ul style="list-style-type: none"> ➤ Prepare schedule of activities ➤ Bill items directly linked to each activity and claim module ➤ Cash flow projection ➤ Generate S-Curve ➤ Generate Gantt chart
<p>Benefits</p> <ul style="list-style-type: none"> ✓ Centralized & sharing cost data among the relevant staffs ✓ Keeping all historical rates from suppliers at different regions ✓ Automatic update the cost estimate whenever there’s a changes of resources’ rates ✓ The management can easily retrieve the cost data from anywhere at anytime 	<p>Benefits</p> <ul style="list-style-type: none"> ✓ Speed up tendering process ✓ Pricing tender more strategically & accurately ✓ Eliminate checking arithmetic error process ✓ Easily apply mark up for over head & profit ✓ Easily extract resources’ quantity & cost ✓ Easily extract BQ items for sub contractor to quote ✓ Easily printout costing report ✓ Increasing the tender awarding chances 	<p>Benefits</p> <ul style="list-style-type: none"> ✓ Closely monitor the project’s claim ✓ To view all the related claims at a glance ✓ Easily take over & follow up ex-staff’s task ✓ Easily control the sub contractor’s claim ✓ To prevent over claim by sub contractors ✓ Easily printout progress claim & sub contractor’s claim reports ✓ All project costing are properly recorded