



Comment on Drafted
Letter of Award

For Reviewer User

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GLOBAL PCK SOLUTIONS SDN BHD (973124-T)

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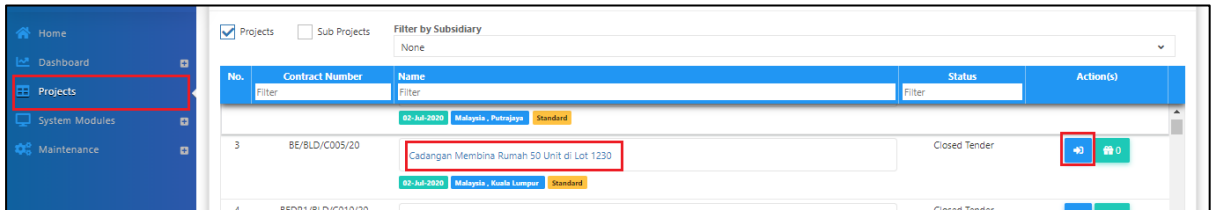
(BuildSpace Version 2.3)

Last updated: 13/10/2020

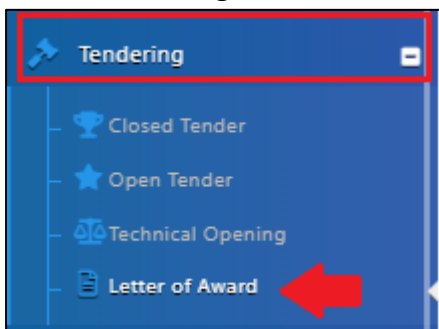
Comment on drafted Letter of Award (as Reviewer)

Note: Reviewer will receive an email notification once Editor notified Reviewer through BuildSpace eProject system

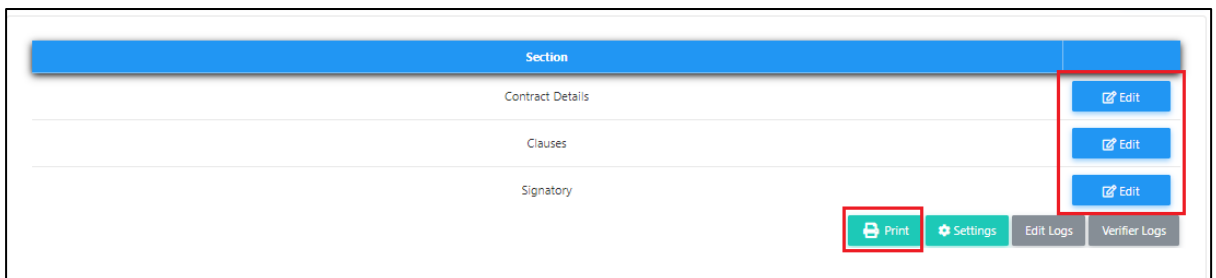
1. To review and comment on Letter of Award, login to **BuildSpace eProject** system and click **“Project Title”** or click **“Open Project”**



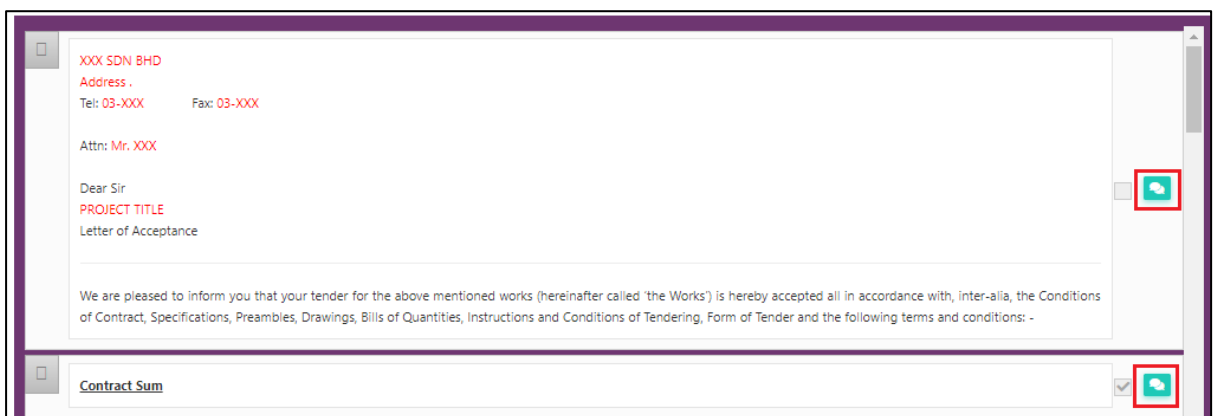
2. Go to **“Tendering”**, then click at **“Letter of Award”**.



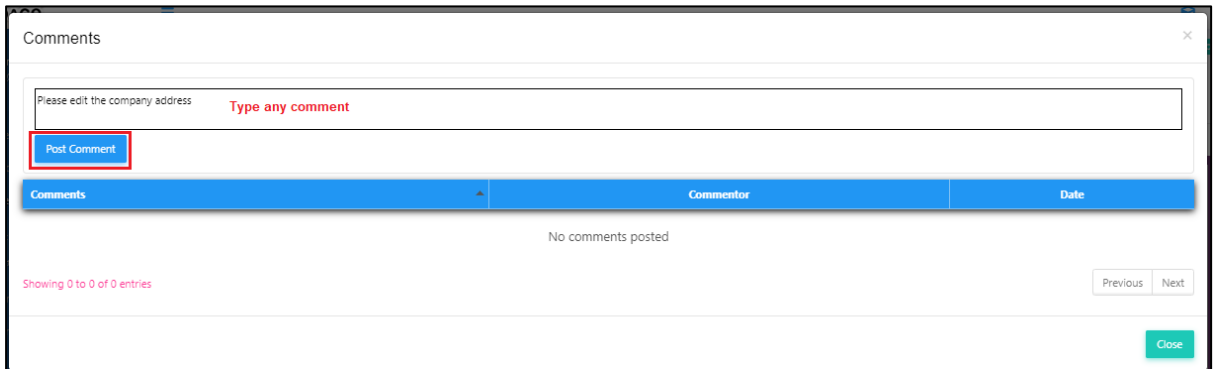
3. Click **“Edit”** button beside Clauses to view the content. you also can click **“Print”** to preview the Letter of Award.



4. Reviewer only can review and insert comment on each clause. To comment, click at icon.



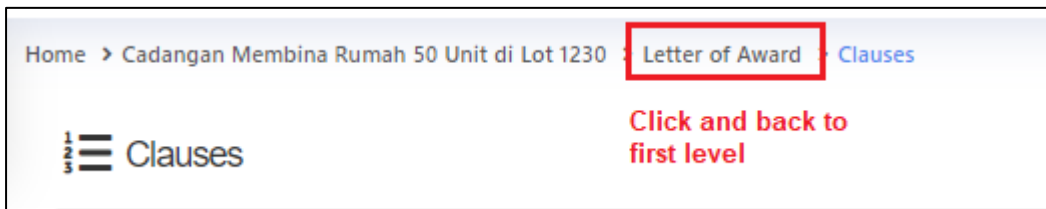
5. Reviewer can click at the text box to insert the comment. After that, click **“Post Comment”**.



6. The comment will be recorded under the system. You can click **“Close”** and continue comment on other clauses.



7. After review & comment on the clauses, click **“Letter of Award”** and back to the first level.



8. Click **“Action(s)”** and **“Send Comment Notification”** to notify Editor user that the comments have been established.

