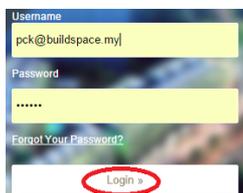


How to download addendum file from client's etender system

1. Login to client's eTender system.



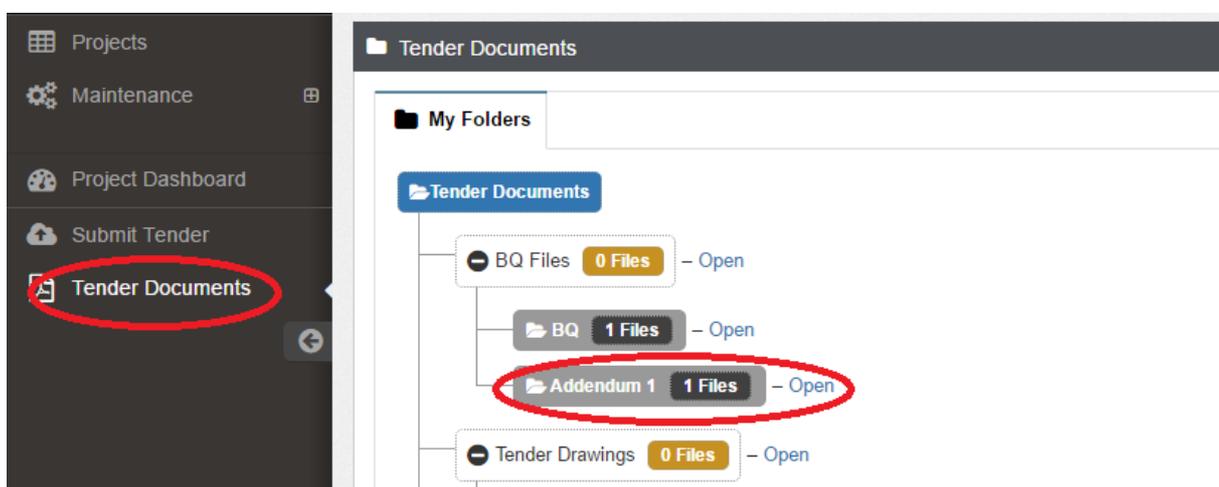
2. Open a "Calling Tender" project (**only can see the project during calling tender period**).



A screenshot of the 'Projects' table in the eTender system. The table has columns for 'No.', 'Contract Number', 'Name', and 'Status'. A red text annotation 'Click here to open project' points to the 'Open Project' button, which is circled in red. The 'Status' column for the first row shows 'Calling Tender', also circled in red. The project name is 'Cadangan Pembinaan Rumah Teres Dua Tingkat Di Atas Lot 123' and the status date is '15-Jun-2016'.

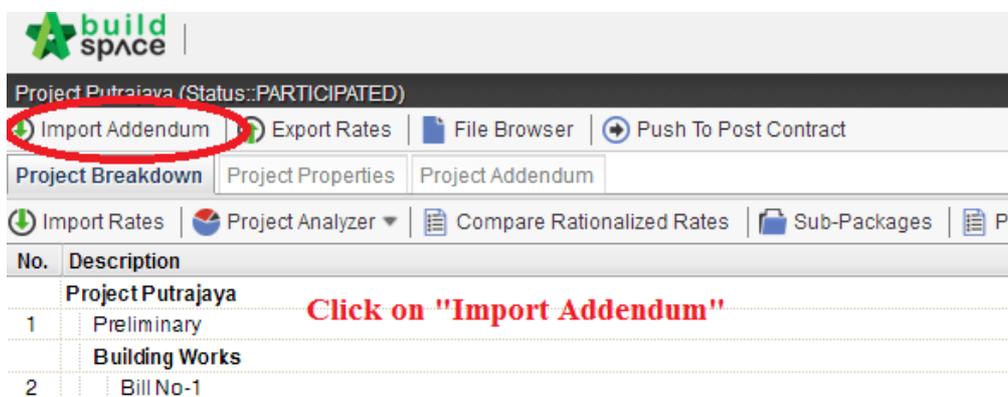
No.	Contract Number	Name	Status
1	PDSB/BLD/C004/16	Cadangan Pembinaan Rumah Teres Dua Tingkat Di Atas Lot 123 Country: Malaysia State: Selangor	Calling Tender

3. Click at "Tender Documents". Then click "Open" to download Addendum.

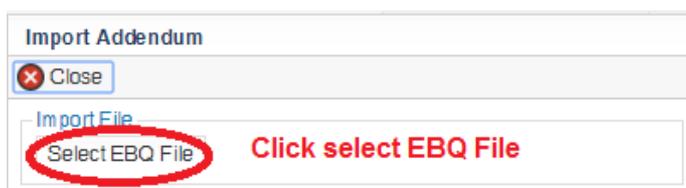


Import Addendum at BuildSpace Pro software

1. Open the project and click at “Import Addendum” icon.



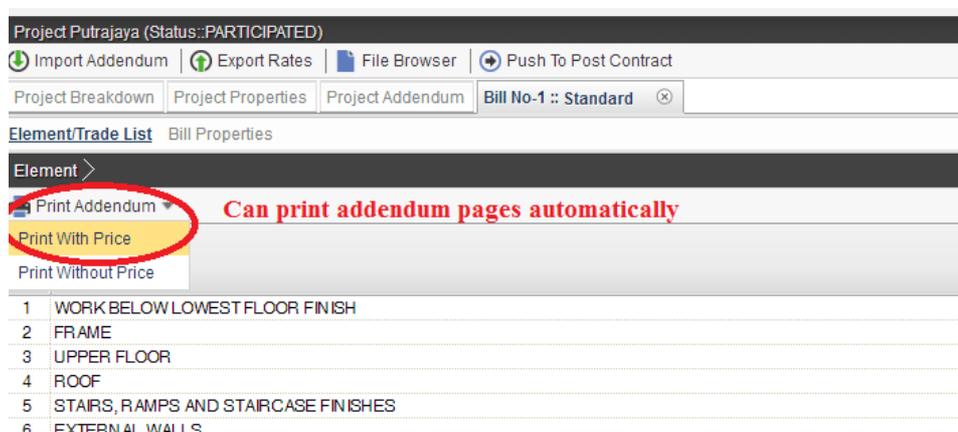
2. Click “Select EBQ File” to browse the addendum file that downloaded from client’s eTender System and click “Open”.



3. Click “Import” to import addendum into project.



- Open that bill and at element level, can click at “**Print Addendum**” icon to printout addendum items. If nothing printout, means this bill don’t have addendum.



Project Putrajaya (Status::PARTICIPATED)

Import Addendum | Export Rates | File Browser | Push To Post Contract

Project Breakdown | Project Properties | Project Addendum | Bill No-1 :: Standard

Element/Trade List | Bill Properties

Element >

Print Addendum (highlighted with red circle) **Can print addendum pages automatically**

Print With Price

Print Without Price

1	WORK BELOW LOWEST FLOOR FINISH
2	FRAME
3	UPPER FLOOR
4	ROOF
5	STAIRS, RAMPS AND STAIRCASE FINISHES
6	EXTERNAL WALLS

- Go to item level, can see the addendum items and deleted items by consultant. It will not affect your original priced items.

Element > WORK BELOW LOWEST FLOOR FINISH >

No	Description	Type	Unit	Include	Qty/Unit	Total/Unit	Rate
1	ELEMENT NO. 2 - WORK BELOW LOWEST FLOOR FINISH	HEAD 1					
2	Excavate, get out, part return, fill in and ram and deposit in making up levels where directed within the site and remainder load and cart away	HEAD 2					
3	Oversite to reduce level	ITEM	m3	YES	824.00	9,888.00	12.00
4	Pile cap not exceeding 1.50m deep including working around pile heads	ITEM	m3	YES	141.00	1,692.00	12.00
5	Ground beam not exceeding 1.50m deep	ITEM	m3	YES	71.00	852.00	12.00
6	addendum item	ITEM	m3	YES	100.00		
7	Trench not exceeding 1.50m deep	ITEM	m3	YES	24.00	312.00	13.00
8	Prepare and apply Simechem or other equal and approved anti-termite chemical treatment to building lot. The Tenderer shall also allow for a warranty period of 10 years including annual inspection.	ITEM	m2	YES			
9	100mm Bed or nirocole as described spread, leveled, well rammed and consolidated, watered and blinded with fine sand, well rolled and finished to receive concrete bed (measured separately)	ITEM	m2	YES	2,288.00	54,912.00	24.00
10	50mm Concrete Grade 10 as described blinding spread, spread and	ITEM	m2	YES			

Will not affect your priced items

addendum item

Deleted item in strike through format

Please visit <http://forum.buildspace.my/viewforum.php?f=53> to learn more features & tutorials available for contractors.