



Insert AI Number for
Approved RFV

For Admin / Normal User

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1. Login eProject and open a system, then click **Post Contract > Request for Variation**.

The screenshot shows the eProject system interface. On the left is a blue navigation menu with the user profile 'Chris Volcano Business Unit HQ' at the top. The menu items are: Home, Project Dashboard, Users, Tendering, Post Contract (highlighted with a red box), Submit Claims, Contract Management, Contractual Claim, and Request for Variation (highlighted with a red box and a yellow notification badge). The main content area shows the breadcrumb 'Home > CADANGAN MEMBINA SEBUAH GUDANG I' and the title 'Request for Variation Form'. Below the title is a section for 'Request for Variation' with a blue header 'Overall Cost Estimate for RFV' and a large empty text input field. At the bottom, there is a table with columns 'Group' and 'RFV Number'. The table contains one row: 'Group A' with '1'.

2. Once the RFV is approved, the RFV status will show as **“Approved”**. User can click at the icon (*AI/EI Number*) to fill in AI/EI Number.

The screenshot shows the eProject system interface for an approved Request for Variation. The breadcrumb is 'Home > Tower A Development Phase 1 > Request for Variation'. The title is 'Request for Variation Form'. Below the title is a section for 'Request for Variation' with a blue header 'Overall Cost Estimate for RFV' and a large empty text input field. At the bottom, there is a table with columns: Group, RFV Number, AI/EI Number, Description, and RFV Category. The table contains one row: 'Building Works' with '1', an icon for AI/EI Number (highlighted with a red box), 'Change of concrete grade 15', and 'Due to Site Condition'. There are 'Post' and 'Action' buttons in the top right corner.

3. After filling in the AI/EI number, click **Save**.

Update AI/EI Number

AI/EI Number
