



Insert Remarks For  
Tenderers

For Admin / Normal User

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**GLOBAL PCK SOLUTIONS SDN BHD** (973124-T)

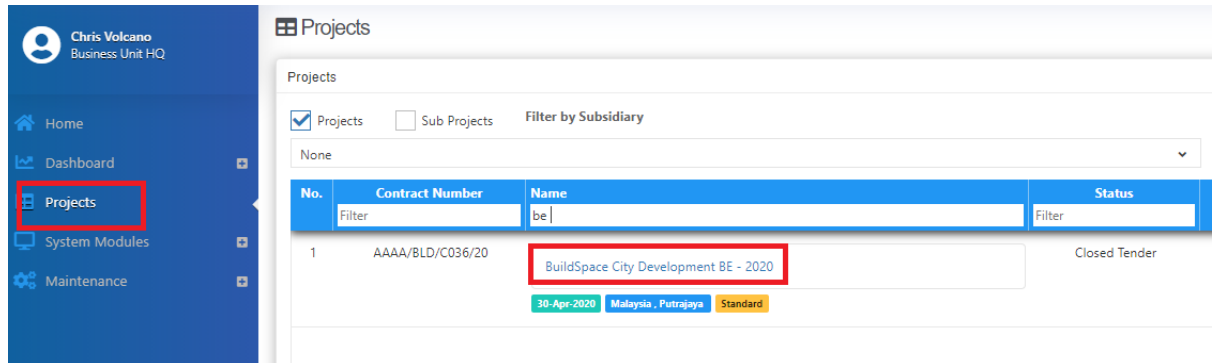
3-2 Jalan SU 1E, Persiaran Sering Ukay 1  
Sering Ukay, 68000 Ampang, Selangor, Malaysia  
Tel :+603-41623698 Fax :+603-41622698  
Email: info@pck.com.my  
Website: www.BuildSpace.my

(BuildSpace Version 2.3)

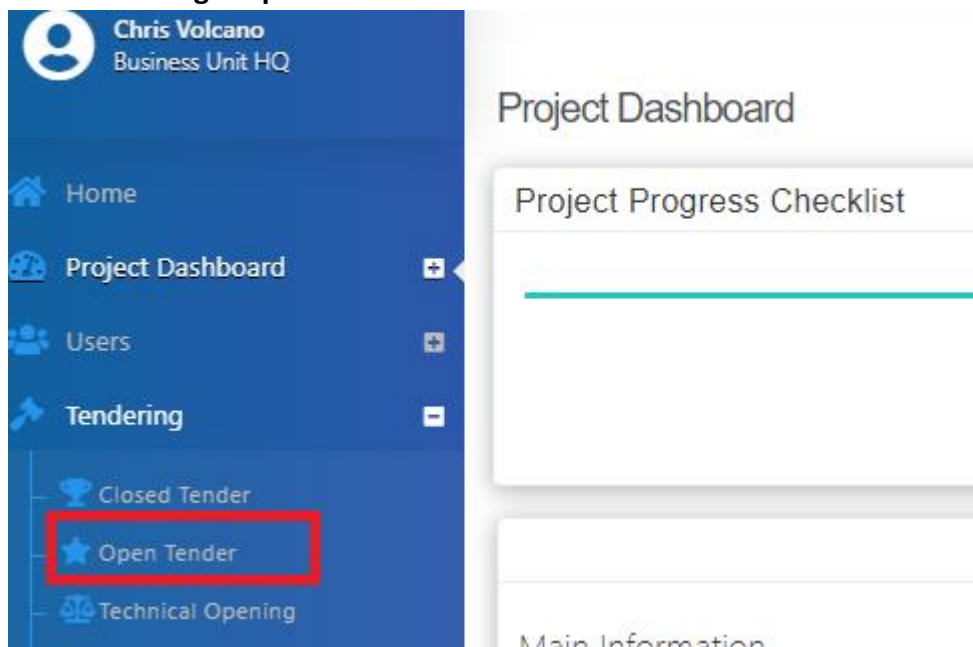
Last updated: 13/10/2020

## Insert Remarks For Submitted Tenderers

1. Login **BuildSpace eProject** system. Click **“Project”** and then click **“Project Title”** or click **“Open Project”**

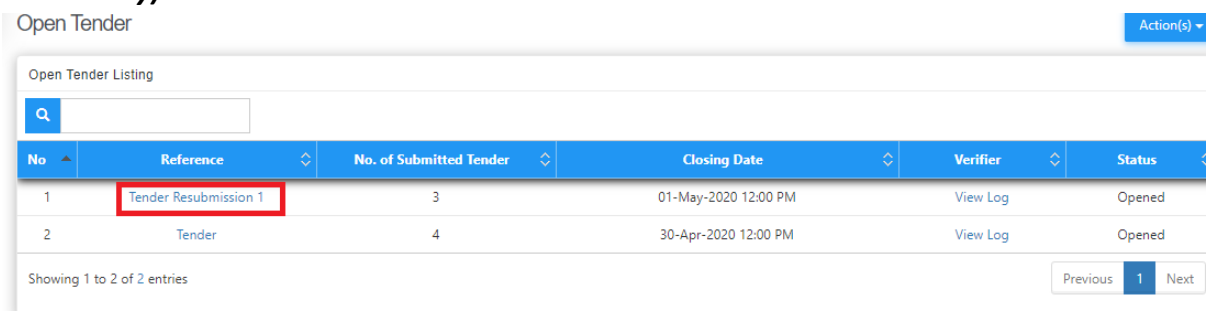


2. Click **Tendering > Open Tender**.



3. Click at the latest tender submission.

**(Note: Make sure the latest tender submission is opened by tender opening community)**



4. Tick at **“Earnest Money” check box** if the tenderer submitted their earnest money.  
Click at **“Remarks” cell** to **edit/insert** remark.

Tenderer Rate Listing						
No.	Tenderer	Submitted Date	Earnest Money	Remarks	Attachment(s)	Form of Ten
<input type="radio"/>	1	Buildspace Contractor 1	03-Jul-2020 4:46 AM	<input checked="" type="checkbox"/>	Type any remarks	0
<input type="radio"/>	2	Buildspace Contractor 2	03-Jul-2020 4:47 AM	<input checked="" type="checkbox"/>		0

5. When click at **“Remarks” cell**, you can see the following screen and click **“Save”** once finish editing.

The screenshot shows a dialog box titled "Remarks" with a close button (X) in the top right corner. Below the title bar is a text input field containing the text "Cheque no:1234, Public Bank Berhad". At the bottom right of the dialog box is a blue button labeled "Save".