



BUILDSPACE PRO

For Consultant/Contractor

Progress Claim
Certificate

Powered by:



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 3.2)

Last updated: 28/9/2020

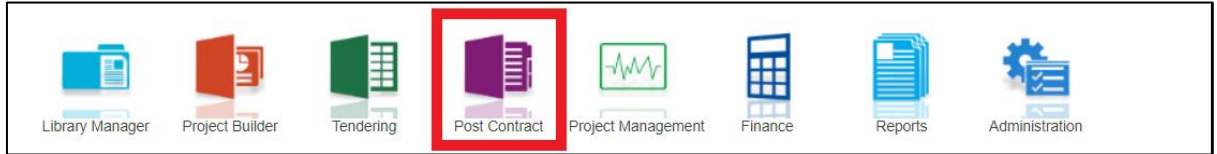
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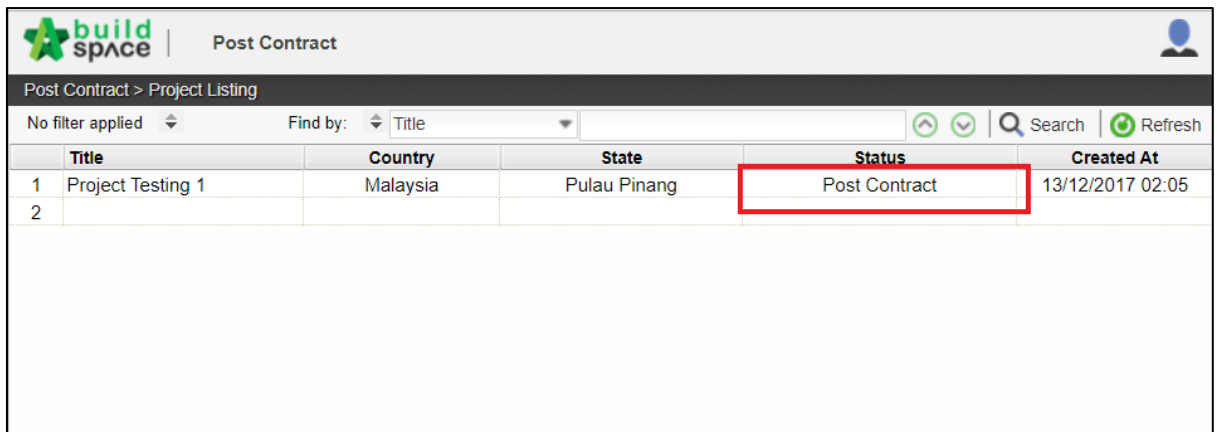
Progress Claim Certificate

Note: You need to activate claim certificate before update BQ work done.

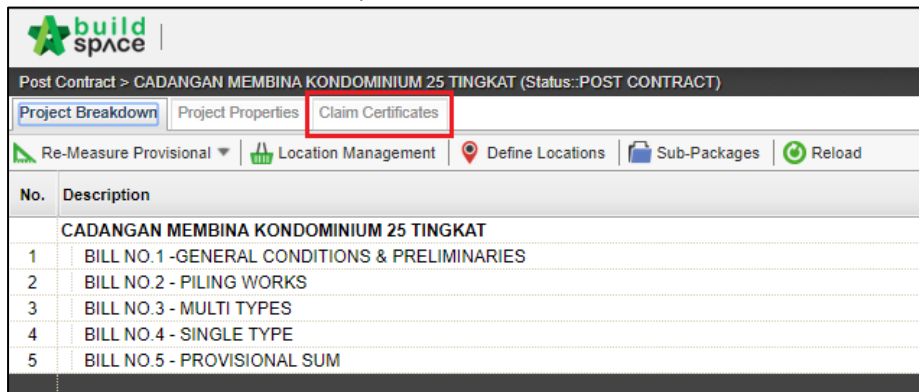
1. Login to **Buildspace Pro** and choose **"Post Contract Module"**.



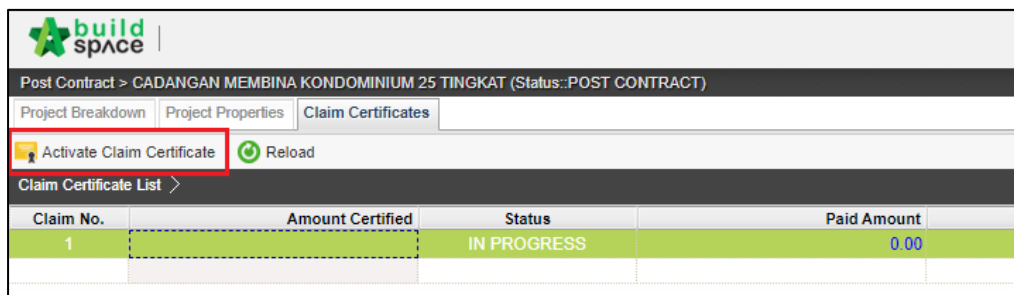
2. Double click to select a project with status **"Post Contract"**.



3. To activate Claim Certificate, click **Claim Certificate**.



4. Click **"Active Claim Certificate"**.



- Fill up all information that is required in claim certificate and then click “Save”. The newly activated claim will appear as “In Progress”.

Note: You still can edit the information before submitting this certificate for approval.

Save

Initial Information

*Contractor Submitted Date : 11/10/2019

*Site Verified Date : 11/10/2019

*Certificate/QS Received Date : 11/10/2019

Claim Certificate Information

Company : Eco World Development Group Berhad

Letter of Award No. : 1

Works :

Contract Sum : MYR 2,730,225.61

Work Done Amount : MYR 182,229.86

Retention Tax Percentage : 0.00 %

*Prepared By : Chew

*Payment Due Date : 11/10/2019

*Budget Amount : 0.00

Acc Remarks : You can key in architect certificate here

Contractor : -

Claim No. : 3

Works 2 :

Retention Sum : MYR 18,222.99 (GST : 0.00)%

% Completion : 6.67%

Release Retention Amount : 0.00

Release Retention : 0.00 %

*Period Ending : 11/10/2019

*Tax : 0.00 %

QS Remarks :

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Post Contract > CADANGAN MEMBINA KONDOMINIUM 25 TINGKAT (Status::POST CONTRACT)

Project Breakdown | Project Properties | Claim Certificates

Activate Claim Certificate

Reload

Claim Certificate List > Claim Certificate :: 1 **IN PROGRESS** >

Claim Certificate Info | Claim Certificate Print Info

Submit | Edit | Print

Initial Information

Contractor Submitted Date : 21/03/2018

Site Verif


Claim Certificate Information

Company : ECO WORLD DEVELOPMENT GROUP BERHAD

Claim Layout Settings

Note: You only need to setup this once for every project

1. To access Claim Certificate Layout Settings, go to any project that is in **“Post Contract”**, Click on **“Claim Certificates”** then Click **“Claim Certificate Layout Settings”**.




Post Contract > Testing on Claim Cert with material on-site and miscellaneous (Status::POST CONTRACT)


Project Breakdown


Project Properties

Claim Certificates

Account Code Settings

 Activate Claim Certificate





 Claim Certificate Layout Settings

 Reload

Claim Certificate List >

Claim No.	Amount Certified	Status	Paid Amount
1	449,908.20	APPROVED	0.00
2	1,404,126.50	APPROVED	0.00
3	(864,005.94)	IN PROGRESS	0.00

2. The **“Claim Certificate Layout Settings”** are divided into **“5”** different sections;
 - Claim Certificate Print Format (1)
 - Claim Certificate Title (2)
 - Claim Certificate Section Label (3)
 - Labels & Sections (4)
 - Footer (5)

																															
Post Contract > Testing on Claim Cert with material on-site and miscellaneous (Status::POST CONTRACT)																															
Project Breakdown		Project Properties		Claim Certificates		Account Code Settings																									
 Activate Claim Certificate		 Claim Certificate Layout Settings		 Reload																											
Claim Certificate List > Claim Certificate Layout Settings >																															
Save																															
Claim Certificate Print Format <input type="radio"/> Standard <input checked="" type="radio"/> Format A 1																															
<input checked="" type="checkbox"/> Display Tax Column Tick to Display																															
Claim Certificate Title Certificate Of Payment 2																															
Claim Certificate Section Labels Section A : A Section B : B Section C : C 3 Section D : D																															
Section B Title : MISC <input type="checkbox"/> Advance Payment <input type="checkbox"/> Deposit <input type="checkbox"/> Material On Site <input type="checkbox"/> KSK <input checked="" type="checkbox"/> WOB (M/C) Tick to Display		Section C Title : Others <input checked="" type="checkbox"/> Debit and Credit Note <input checked="" type="checkbox"/> With Breakdown <input type="checkbox"/> POB <input type="checkbox"/> WOB <input type="checkbox"/> Penalty		Section D Title : Payment On Behalf <input type="checkbox"/> Utility <input type="checkbox"/> Permit 4																											
Labels <table border="1"> <thead> <tr> <th>Label</th> <th>New Label</th> </tr> </thead> <tbody> <tr> <td>Tax</td> <td>GST</td> </tr> <tr> <td>Tax Invoice By Sub Contractor</td> <td>Tax Invoice By Sub Contractor</td> </tr> <tr> <td>Tax Invoice By Subsidiary</td> <td>Tax Invoice By</td> </tr> </tbody> </table> 5								Label	New Label	Tax	GST	Tax Invoice By Sub Contractor	Tax Invoice By Sub Contractor	Tax Invoice By Subsidiary	Tax Invoice By																
Label	New Label																														
Tax	GST																														
Tax Invoice By Sub Contractor	Tax Invoice By Sub Contractor																														
Tax Invoice By Subsidiary	Tax Invoice By																														
Footer <input type="radio"/> None <input checked="" type="radio"/> Format A <input type="radio"/> Format B 6																															
Column 1 <table border="1"> <thead> <tr> <th>Label</th> <th>New Label</th> </tr> </thead> <tbody> <tr> <td>Bank</td> <td>Bank</td> </tr> <tr> <td>Prepared By</td> <td>Prepared By</td> </tr> </tbody> </table>		Label	New Label	Bank	Bank	Prepared By	Prepared By	Column 2 <table border="1"> <thead> <tr> <th>Label</th> <th>New Label</th> </tr> </thead> <tbody> <tr> <td>Cheque No.</td> <td>Cheque No.</td> </tr> <tr> <td>Checked By</td> <td>Checked By</td> </tr> </tbody> </table>		Label	New Label	Cheque No.	Cheque No.	Checked By	Checked By	Column 3 <table border="1"> <thead> <tr> <th>Label</th> <th>New Label</th> </tr> </thead> <tbody> <tr> <td>Cheque Date</td> <td>Cheque Date</td> </tr> <tr> <td>Approved By</td> <td>Approved By</td> </tr> </tbody> </table>		Label	New Label	Cheque Date	Cheque Date	Approved By	Approved By	Column 4 <table border="1"> <thead> <tr> <th>Label</th> <th>New Label</th> </tr> </thead> <tbody> <tr> <td>Cheque Amount</td> <td>Cheque Amount</td> </tr> <tr> <td>Received By</td> <td>Received By</td> </tr> </tbody> </table>		Label	New Label	Cheque Amount	Cheque Amount	Received By	Received By
Label	New Label																														
Bank	Bank																														
Prepared By	Prepared By																														
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Approved By	Approved By																														
Label	New Label																														
Cheque Amount	Cheque Amount																														
Received By	Received By																														

- In the first section which is the **"Claim Certificate Print Format"**, there are 2 options; **"Standard"** & **"Format A"**. You can also tick/untick **"Display Tax Column"** to remove the tax column.

Claim Certificate Print Format

☐ Standard
☒ Format A

☐ Display Tax Column

- User can input the claim title at the second section at the space provided under **"Claim Certificate Title"**.

Claim Certificate Title

Contractor Payment Recommendation

- As for the third Section, under **"Claim Certificate Label Section"**, user can choose to change the title accordingly. Also, untick any unused module so that it would not display at claim certificate print out.

Section B
Title : MISC

☒ Advance Payment
☐ Deposit
☐ Material On Site
☐ KSK
☐ WOB (M/C)

Section C
Title : **Payment Deduction** Rename as "Payment Deduction"

☒ Debit and Credit Note
☒ With Breakdown Tick to print Debit & Credit Note with breakdown
☐ POB
☐ WOB
☐ Penalty

Section D
Title : Payment On Behalf

☐ Utility
☐ Permit

Untick unused module to not display at claim certificate print out

- At the fourth section which is the **"Label Section"**, user can type to rename the labels based accordingly.

Label	
Tax	GST
Tax Invoice By Sub Contractor	Tax Invoice By Sub Contractor Rename to "Invoice By Contractor"
Tax Invoice By Subsidiary	Tax Invoice By Rename to "Payment Deduction By" System will auto generate client subsidiary name when print out

7. The Fifth Section is for the footer. There are 3 different options;

- No footer
- Format A (setting for hardcopy signage)
- Format B (with system verification log)

Footer

☐ None
 ☐ Format A
 ☒ Format B

8. Once finalized with the claim certificate print out format, click **Save**.

Claim Certificate List > Claim Certificate Layout

Save

Claim Certificate Print Format

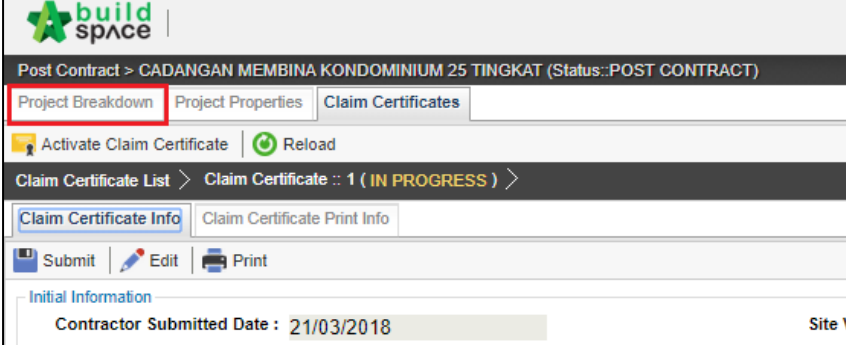
☐ Standard
 ☒ Format A

Sample of Claim Certificate Print Out

GAMUDA LAND SDN BHD (Gamuda Garden)		Contractor Payment Recommendation	
Project Description: CADANGAN PEMBINAAN INFRA WORKS		LA No:	1
Sub Contract Works:		Certificate Date:	11/10/2019
Contractor: PCK CONSTRUCTION SDN BHD		Period Ending:	11/10/2019
Invoice Date:		Payment Due Date:	11/10/2019
Invoice No:		Claim No:	2
Bill Total:	2,730,225.61		
Total VO Amount:	0.00		
Contract Sum:	2,730,225.61	Completion %:	6.67%
Remark:			
Prepared By: Chew			
	ACCM Total	Previous Claim	This Claim
A Bill Total	182,229.86	91,576.76	90,653.10
Variation Order	0.00	0.00	0.00
Material On Site	0.00	0.00	0.00
Total Work Done	182,229.86	91,576.76	90,653.10
Retention Sum	[18,222.99]	[9,157.68]	[9,065.31]
Release Retention	0.00	0.00	0.00
Total Retention	[18,222.99]	[9,157.68]	[9,065.31]
Amount Certified	164,006.87	82,419.08	81,587.79
B MISC:			
Advance Payment	0.00	[0.00]	0.00
		Sub Total	0.00
		Tax Invoice By Contractor	81,587.79
C Payment Deduction			
Gamuda Trading Sdn Bhd	40,000.00	10,000.00	30,000.00
Master Pave Sdn Bhd	20,000.00	20,000.00	0.00
CLQ Trading Sdn Bhd	20,000.00	0.00	20,000.00
		Payment Deduction By GAMUDA LAND SDN BHD (Gamuda Garden)	50,000.00
		Net Payable Amount (MYR)	31,587.79
Verifier Log			
No.	Name	Verified At	Remarks
1	Chris Volcano	11/10/2019	
2	Staff 1	11/10/2019	
3	Heng Chin Guan	11/10/2019	

Update BQ Work Done

1. Click **"Project Breakdown"** to update the claim.



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Post Contract > CADANGAN MEMBINA KONDUMINIUM 25 TINGKAT (Status::POST CONTRACT)

Project Breakdown | Project Properties | Claim Certificates

Activate Claim Certificate | Reload

Claim Certificate List > Claim Certificate :: 1 (IN PROGRESS) >

Claim Certificate Info | Claim Certificate Print Info

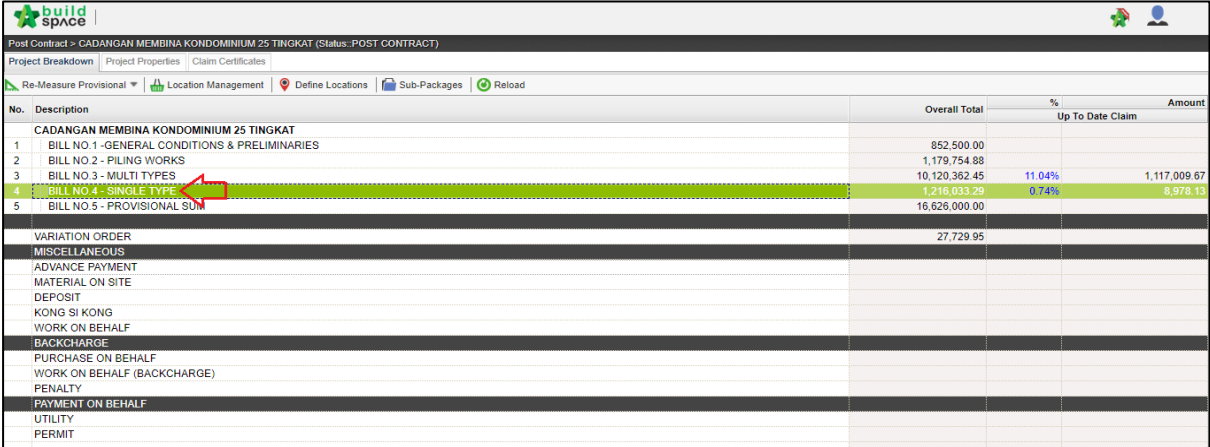
Submit | Edit | Print

Initial Information

Contractor Submitted Date : 21/03/2018

Site V

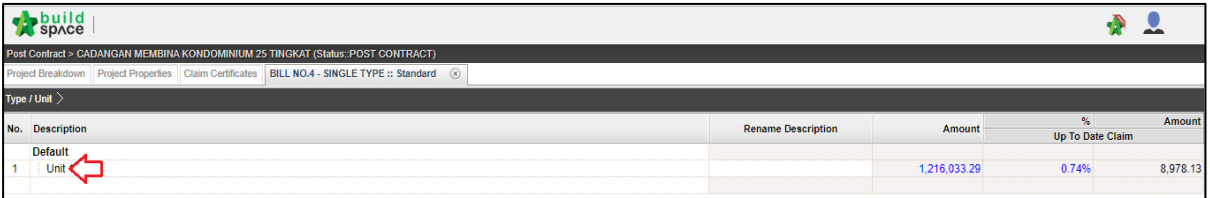
2. Double click which **"Bill"** to update the claim.



No.	Description	Overall Total	%	Amount
CADANGAN MEMBINA KONDUMINIUM 25 TINGKAT				
1	BILL NO.1 - GENERAL CONDITIONS & PRELIMINARIES	852,500.00		
2	BILL NO.2 - PILING WORKS	1,179,754.88		
3	BILL NO.3 - MULTI TYPES	10,120,362.45	11.04%	1,117,009.67
4	BILL NO.4 - SINGLE TYPE	1,216,033.29	0.74%	8,978.13
5	BILL NO.5 - PROVISIONAL SUM	16,626,000.00		
VARIATION ORDER		27,729.95		
MISCELLANEOUS				
ADVANCE PAYMENT				
MATERIAL ON SITE				
DEPOSIT				
KONG SI KONG				
WORK ON BEHALF				
BACKCHARGE				
PURCHASE ON BEHALF				
WORK ON BEHALF (BACKCHARGE)				
PENALTY				
PAYMENT ON BEHALF				
UTILITY				
PERMIT				

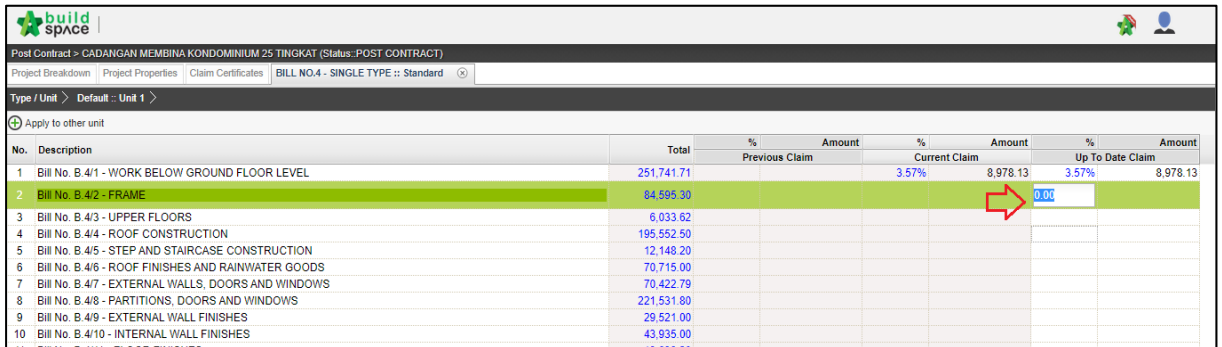
3. Double click at the **Unit** to go to the Element Level.

Note: Claim can be updated either at the element level or item level.



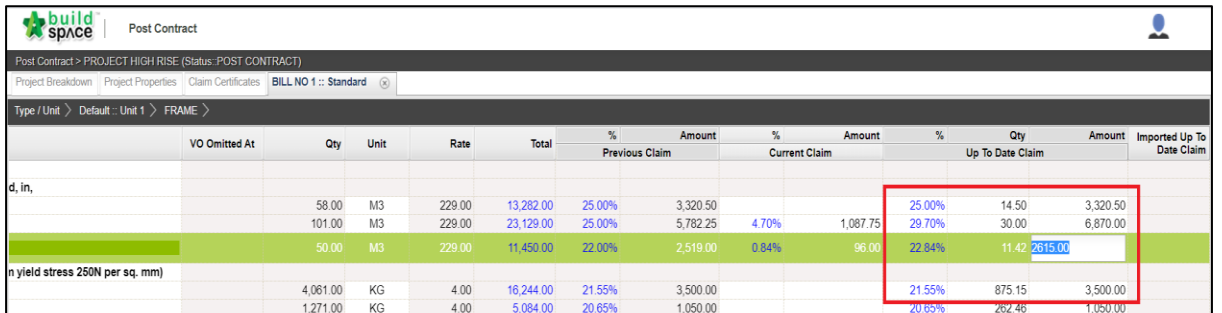
No.	Description	Rename Description	Amount	%	Amount
Type / Unit >					
1	Unit		1,216,033.29	0.74%	8,978.13

- At the Element Level, user can update BQ work done either by **“Percentage (%)”** or **“Amount”**. Single click at the column and press **Enter to key in** and press **Enter again** to save.



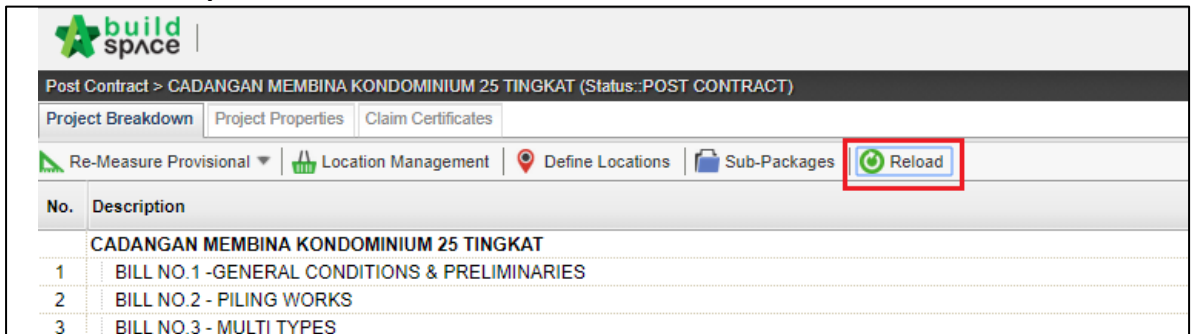
No.	Description	Total	% Previous Claim	Amount	% Current Claim	Amount	% Up To Date Claim	Amount
1	BILL NO. B.4/1 - WORK BELOW GROUND FLOOR LEVEL	251,741.71			3.57%	8,978.13	3.57%	8,978.13
2	BILL NO. B.4/2 - FRAME	84,595.30						
3	BILL NO. B.4/3 - UPPER FLOORS	6,033.62						
4	BILL NO. B.4/4 - ROOF CONSTRUCTION	195,552.50						
5	BILL NO. B.4/5 - STEP AND STAIRCASE CONSTRUCTION	12,148.20						
6	BILL NO. B.4/6 - ROOF FINISHES AND RAINWATER GOODS	70,715.00						
7	BILL NO. B.4/7 - EXTERNAL WALLS, DOORS AND WINDOWS	70,422.79						
8	BILL NO. B.4/8 - PARTITIONS, DOORS AND WINDOWS	221,531.80						
9	BILL NO. B.4/9 - EXTERNAL WALL FINISHES	29,521.00						
10	BILL NO. B.4/10 - INTERNAL WALL FINISHES	43,935.00						
11	BILL NO. B.4/11 - FLOOR FINISHES	18,639.30						

- Double click the **“Element”** to update the BQ work done by item. At item level, user can choose whether to update the BQ work done by **“Percentage (%)”**, **“Quantity”** or **“Amount”**. Single click at the column and press **Enter to key in** and press **Enter again** to save.



VO Omitted At	Qty	Unit	Rate	Total	% Previous Claim	Amount	% Current Claim	Amount	% Up To Date Claim	Qty	Amount	Imported Up To Date Claim
d, in,	58.00	M3	229.00	13,282.00	25.00%	3,320.50			25.00%	14.50	3,320.50	
	101.00	M3	229.00	23,129.00	25.00%	5,782.25	4.70%	1,087.75	29.70%	30.00	6,870.00	
	50.00	M3	229.00	11,450.00	22.00%	2,519.00	0.04%	96.00	22.84%	11.42	2,615.00	
n yield stress 250N per sq. mm)	4,061.00	KG	4.00	16,244.00	21.55%	3,500.00			21.55%	875.15	3,500.00	
	1,271.00	KG	4.00	5,084.00	20.65%	1,050.00			20.65%	262.46	1,050.00	

- After done updating the BQ work done, click **project breakdown** and click **“Reload”** to see the latest updated claim.



No.	Description
	CADANGAN MEMBINA KONDOMINIUM 25 TINGKAT
1	BILL NO.1 - GENERAL CONDITIONS & PRELIMINARIES
2	BILL NO.2 - PILING WORKS
3	BILL NO.3 - MULTI TYPES

Add New Claim Version

Notes: To add new claim version, please ensure the previous claim has been finalized and approved.

1. Go to **Buildspace Pro** and access to **“Post Contract Module”**.



2. Double click to select a project with status **“Post Contract”**.


Find by: Title			
Country	State	Status	Created At
Malaysia	Kuala Lumpur	Post Contract	22/06/2020 16:58
Malaysia	Kuala Lumpur	Post Contract	19/06/2020 14:15
Malaysia	Kuala Lumpur	Post Contract	05/06/2020 22:21
Malaysia	Kuala Lumpur	Post Contract	05/06/2020 22:06
Malaysia	Putrajaya	Post Contract	28/04/2020 16:30
Malaysia	Selangor	Post Contract	28/04/2020 15:41
Malaysia	Selangor	Post Contract	27/04/2020 13:00

3. Click **“Claim Certificates”**

buildspace Post Contract	
Post Contract > PROJECT TOWER ANDAMAN 1 (Status: POST CONTRACT)	
Project Breakdown	Project Properties
Claim Certificates	
Re-Measure Provisional	Location Management
Define Locations	Sub-Packages
Wastage Report	
No.	Description
PROJECT TOWER ANDAMAN 1	
1	PRELIMINARIES
	BUILDING WORKS
2	BILL NO 1
3	BILL NO 2

- The status of the previous claim will be shown as “In Progress”. Double click to change its status.

Notes: To allow new claim to be activated, please ensure that previous claim has been verified.




Post Contract


Post Contract > PROJECT TOWER ANDAMAN 1 (Status::POST CONTRACT)


Project Breakdown

Project Properties

Claim Certificates

 Activate Claim Certificate


 Claim Certificate Layout Settings

 Reload


Claim Certificate List >

Claim No.	Amount Certified	Status	Paid Amount
1	180,758.94	APPROVED	0.00
2		IN PROGRESS	0.00

- User can either choose to select “Approve/Reject” this particular claim revision.

 Post Contract	
Post Contract > PROJECT TOWER ANDAMAN 1 (Status::POST CONTRACT)	
Project Breakdown	Project Properties
Claim Certificates	
Activate Claim Certificate Claim Certificate Layout Settings Reload	
Claim Certificate List > Claim Certificate :: 2 (IN PROGRESS) >	
Claim Certificate Information	Claim Certificate Print Info
Approve Reject Edit Export To Excel Export Claims Import Claims	
Initial Information	
Contractor Submitted Date : 21/08/2020	
Site Verified Date : 21/08/2020	
Claim Certificate Information	
Company : BuildSpace Construction Sdn Bhd	
Letter of Award No. : 1	
Works :	

6. Once **approved/rejected**, the status will be shown accordingly.




Post Contract


Post Contract > PROJECT TOWER ANDAMAN 1 (Status::POST CONTRACT)


Project Breakdown

Project Properties

Claim Certificates

 Activate Claim Certificate


 Claim Certificate Layout Settings

 Reload

Claim Certificate List >

Claim No.	Amount Certified	Status	Paid Amount
1	180,758.94	APPROVED	0.00
2	133,497.80	APPROVED	0.00
3	40,530.67	REJECTED	0.00

7. Click “**Activate Claim Certificate**” to create new claim version. After that click “**Project Breakdown**” to perform new progress claim.



Post Contract

Post Contract > PROJECT TOWER ANDAMAN 1 (Status::POST CONTRACT)

Project Breakdown

Project Properties

Claim Certificates

Activate Claim Certificate

Claim Certificate Layout Settings

Reload

Claim Certificate List >


Claim No.	Amount Certified	Status	Paid Amount
1	180,758.94	APPROVED	0.00
2	133,497.80	APPROVED	0.00
3	40,530.67	REJECTED	0.00

8. Select **Bill > Type/Unit > Element** to perform progress claim based on items.


Note: Amount of previous claim will moved to Previous Claim column

Rate	Total	%	Amount	%	Amount	%	Qty	Amount
		Previous Claim		Current Claim			Up To Date Claim	
3.50	437.50	10.00%	43.75	20.00%	87.50	30.00%	37.50	131.25
8.50	1,598.00	20.00%	319.60	15.00%	239.70	35.00%	65.80	559.30
10.50	5,817.00	20.00%	1,163.40	15.00%	872.55	35.00%	193.90	2,034.45
8.50	1,700.00	20.00%	340.00	15.00%	255.00	35.00%	70.00	595.00
8.50	280.50	20.00%	56.10	15.00%	42.08	35.00%	11.55	98.63
12.00	600.00	25.00%	150.00	30.00%	180.00	55.00%	27.50	330.00
180.00	3,420.00	30.00%	1,026.00	20.00%	684.00	50.00%	9.50	1,710.00
180.00	900.00	15.00%	135.00	40.00%	360.00	55.00%	2.75	495.00
180.00	4,140.00	15.00%	621.00	50.00%	2,070.00	65.00%	14.95	2,691.00
180.00	360.00	20.00%	72.00	30.00%	108.00	50.00%	1.00	180.00
3.00	2,808.00	40.00%	1,123.20	50.00%	1,404.00	90.00%	842.40	2,522.40
9.50	5,054.00							

9. After done updating the claim, go to **project breakdown** and click **“Reload”** to see the latest updated claim.

	Post Contract > CADANGAN MEMBINA KONDOMINIUM 25 TINGKAT (Status: POST CONTRACT)
Project Breakdown	Project Properties
Re-Measure Provisional	Location Management
Define Locations	Sub-Packages
	Reload
No.	Description
	CADANGAN MEMBINA KONDOMINIUM 25 TINGKAT
1	BILL NO.1 - GENERAL CONDITIONS & PRELIMINARIES
2	BILL NO.2 - PILING WORKS
3	BILL NO.3 - MULTI TYPES

10. To view the previous claim, click **“Claim Certificate”** and click **“View This Revision”**.



Post Contract


Post Contract > PROJECT TOWER ANDAMAN 1 (Status: POST CONTRACT)


Project Breakdown


Project Properties

Claim Certificate


1

 Activate Claim Certificate

 Claim Certificate Layout Settings

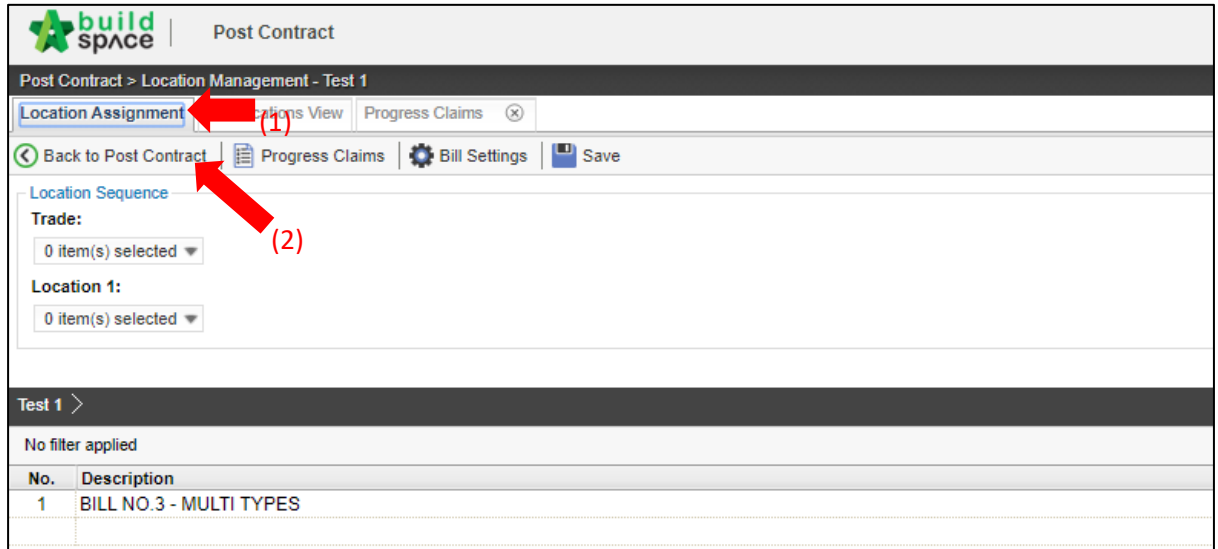
 Reload

Claim Certificate List >

Claim No.	Amount Certified	Status	Paid Amount	Approval Date	Created At	Current Viewing Claim
1	180,758.94	APPROVED	0.00	21/08/2020	21/08/2020	2
2	133,497.80	APPROVED	0.00	21/08/2020	21/08/2020	<div>View This Revision</div> <div>View This Revision</div>
3	40,530.67	REJECTED	0.00	-	21/08/2020	

Note: User able to view the previous claim by click at “View This Revision”. However, user is not allowed to edit any content from previous claim version.

4. Then, click **Location Assignment (1)** > **Back to Post Contract (2)**



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Post Contract > Location Management - Test 1

Location Assignment (1) | Progress Claims (x)

Back to Post Contract (2) | Progress Claims | Bill Settings | Save

Location Sequence

Trade:

0 item(s) selected

Location 1:

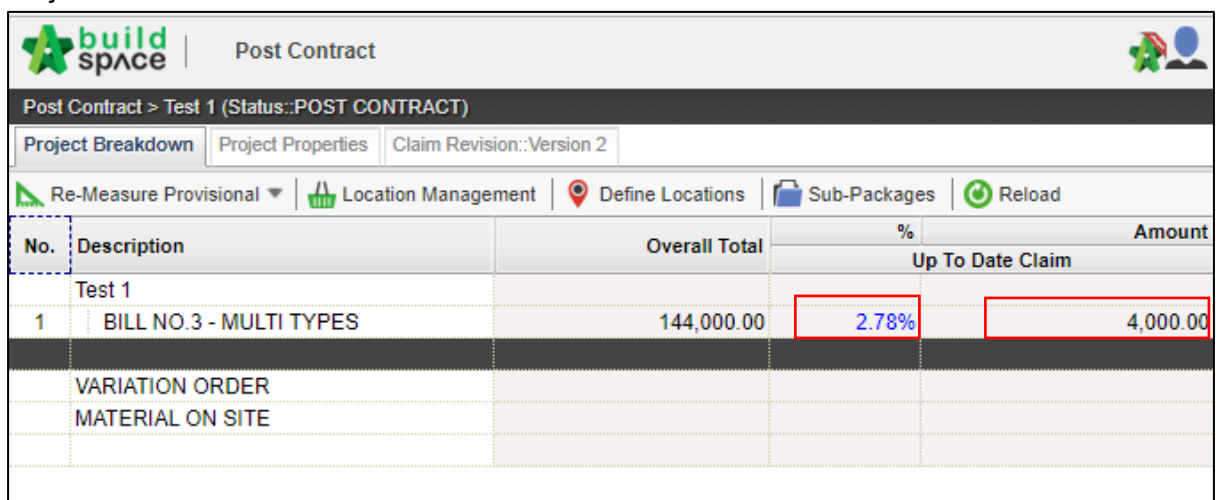
0 item(s) selected

Test 1 >

No filter applied

No.	Description
1	BILL NO.3 - MULTI TYPES

5. Total progress claim that is updated from location management will be shown in Project Breakdown



buildspace | Post Contract

Post Contract > Test 1 (Status::POST CONTRACT)

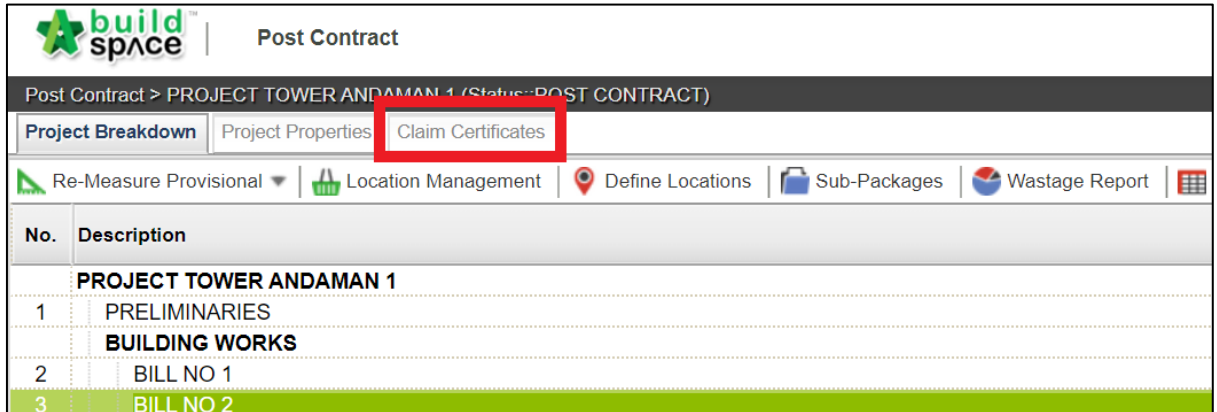
Project Breakdown | Project Properties | Claim Revision::Version 2

Re-Measure Provisional | Location Management | Define Locations | Sub-Packages | Reload

No.	Description	Overall Total	%	Amount
Test 1				
1	BILL NO.3 - MULTI TYPES	144,000.00	2.78%	4,000.00
	VARIATION ORDER			
	MATERIAL ON SITE			

Approve/Reject Claim Certificate

1. Click “Claim Certificates”

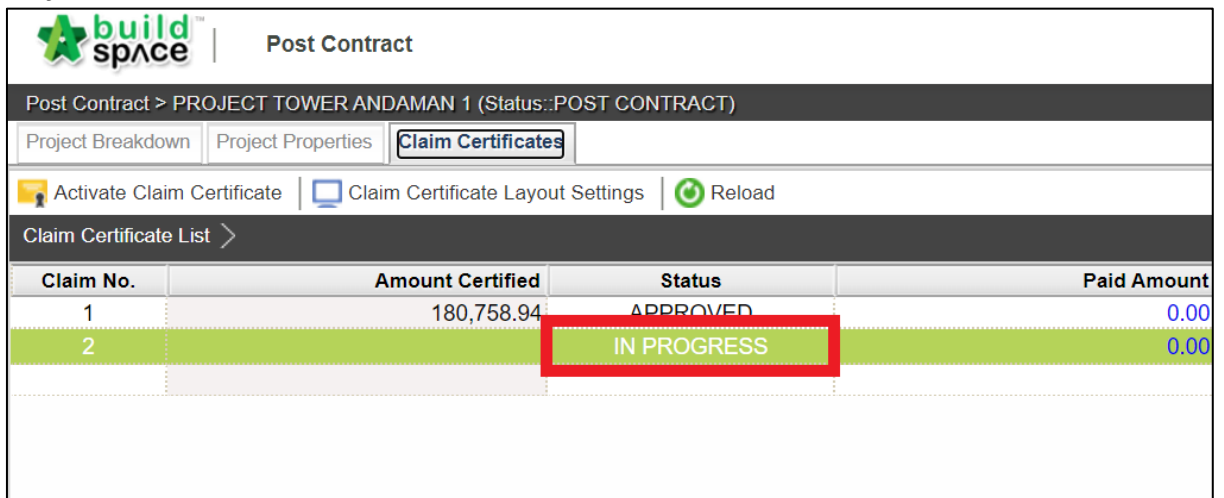


The screenshot shows the 'Post Contract' section for 'PROJECT TOWER ANDAMAN 1'. The 'Claim Certificates' tab is highlighted with a red box. Below the tabs, there are icons for 'Re-Measure Provisional', 'Location Management', 'Define Locations', 'Sub-Packages', and 'Wastage Report'. A table lists the project breakdown:

No.	Description
PROJECT TOWER ANDAMAN 1	
1	PRELIMINARIES
BUILDING WORKS	
2	BILL NO 1
3	BILL NO 2

2. The status of the previous claim will be shown as “In Progress”. Double click to change its status.

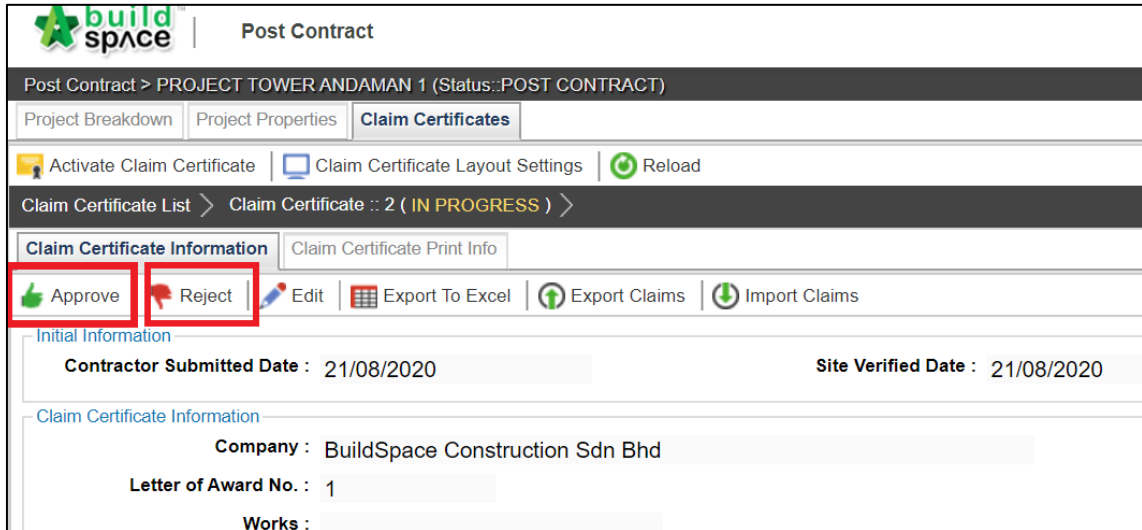
Notes: To allow new claim to be activated, please ensure that previous claim has been verified.



The screenshot shows the 'Claim Certificates' tab selected. Below the tabs, there are icons for 'Activate Claim Certificate', 'Claim Certificate Layout Settings', and 'Reload'. A 'Claim Certificate List' table is displayed:

Claim No.	Amount Certified	Status	Paid Amount
1	180,758.94	APPROVED	0.00
2		IN PROGRESS	0.00

3. User can either choose to select **“Approve/Reject”** this particular claim revision.



buildspace | Post Contract

Post Contract > PROJECT TOWER ANDAMAN 1 (Status::POST CONTRACT)

Project Breakdown | Project Properties | **Claim Certificates**

Activate Claim Certificate | Claim Certificate Layout Settings | Reload

Claim Certificate List > Claim Certificate :: 2 (IN PROGRESS) >

Claim Certificate Information | Claim Certificate Print Info

Approve **Reject** Edit Export To Excel Export Claims Import Claims

Initial Information

Contractor Submitted Date : 21/08/2020 Site Verified Date : 21/08/2020

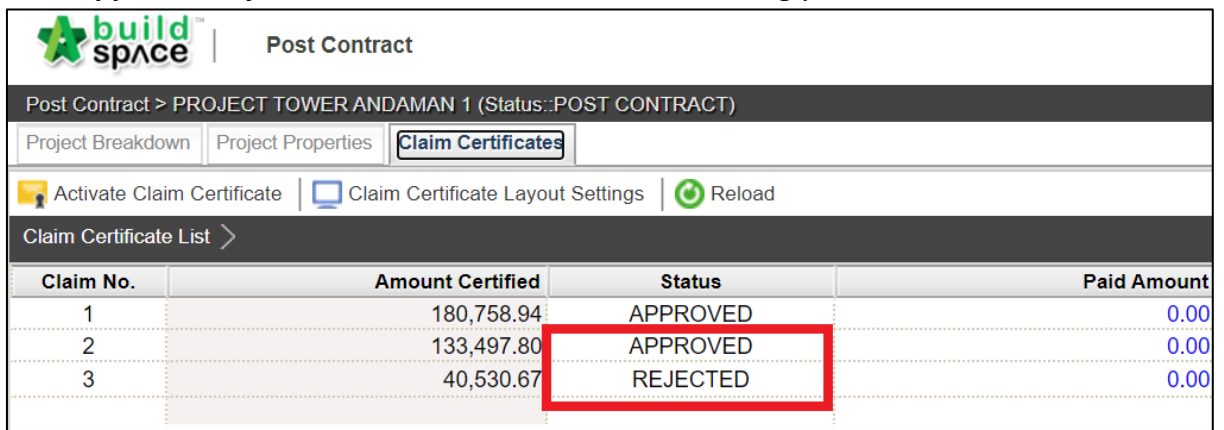
Claim Certificate Information

Company : BuildSpace Construction Sdn Bhd

Letter of Award No. : 1

Works :

4. Once **approved/rejected**, the status will be shown accordingly.



buildspace | Post Contract

Post Contract > PROJECT TOWER ANDAMAN 1 (Status::POST CONTRACT)

Project Breakdown | Project Properties | **Claim Certificates**

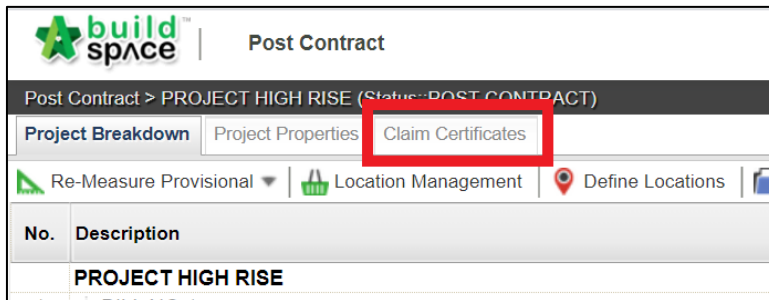
Activate Claim Certificate | Claim Certificate Layout Settings | Reload

Claim Certificate List >

Claim No.	Amount Certified	Status	Paid Amount
1	180,758.94	APPROVED	0.00
2	133,497.80	APPROVED	0.00
3	40,530.67	REJECTED	0.00

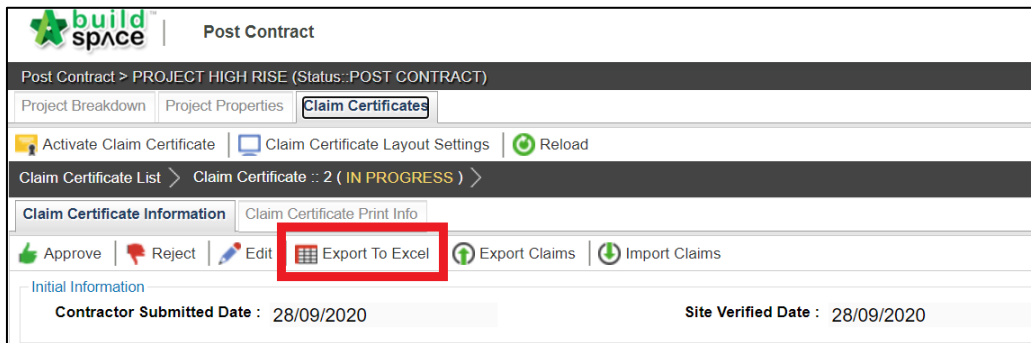
Print Claim Certificate

1. To print the claim certificate, click **"Claim Certificates"**.



I. Export to Excel

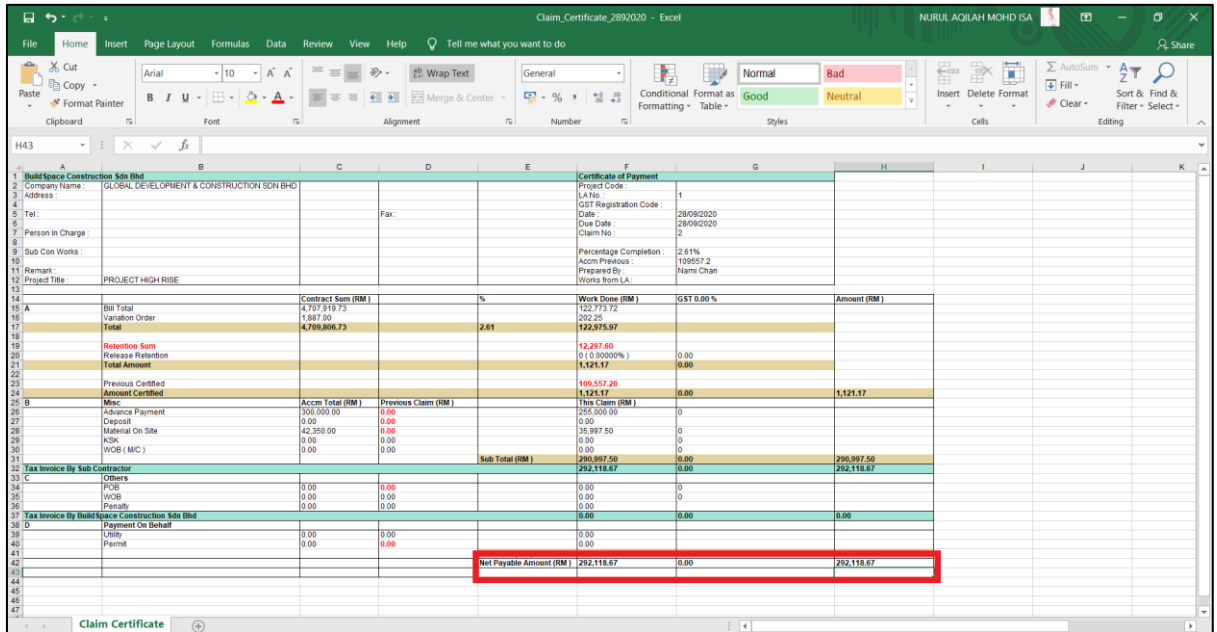
1. To export the claim certificate to Excel, click **"Export to Excel"**.



2. Ensure that the file is in **".xlsx"** then click **"Export"**



3. The claim certificate will look as follows in Microsoft Excel.



BuildSpace Construction Sdn Bhd				Certificate of Payment			
Company Name: GLOBAL DEVELOPMENT & CONSTRUCTION SDN BHD				Project Code: 1			
Address:				GST Registration Code: 28092020			
Tel:				Due Date: 28/09/2020			
Person in Charge:				Claim No: 2			
Sub Con Works:				Percentage Completion: 2.61%			
Remark:				Accum Previous: 109557.2			
Project Title: PROJECT HIGH RISE				Prepared By: Nam Chan			
Contract Sum (RM): 4,787,919.73				Work Done (RM): 122,975.97			
Variation Order: 1,887.50				GST: 0.00 %			
Total: 4,789,806.73				Amount (RM): 1,121.17			
Retention Sum: 12,297.60				This Claim (RM): 1,121.17			
Release Retention: 0 (0.000000%)				Previous Claim (RM): 0.00			
Total Amount: 1,121.17				Amount Certified: 1,121.17			
Previous Certified: 1,121.17				Sub Total (RM): 292,118.67			
Amount Certified: 1,121.17				Net Payable Amount (RM): 292,118.67			
Misc: 0.00				Tax Invoice By Sub-Contractor: 0.00			
Advance Payment: 0.00				Tax Invoice By BuildSpace Construction Sdn Bhd: 0.00			
Deposit: 0.00				Payment On Behalf: 0.00			
Material On Site: 42,350.00				Utility: 0.00			
KSK: 0.00				Permit: 0.00			
WOB (MIC): 0.00				Others: 0.00			
Sub Total (RM): 292,118.67				PCB: 0.00			
Tax Invoice By Sub-Contractor: 292,118.67				Penalty: 0.00			
Tax Invoice By BuildSpace Construction Sdn Bhd: 0.00				Export To Excel: 0.00			
Payment On Behalf: 0.00				Export Claims: 0.00			
Utility: 0.00				Import Claims: 0.00			
Permit: 0.00				Initial Information			
Others: 0.00				Contractor Submitted Date: 28/09/2020			
PCB: 0.00				Site Verified Date: 28/09/2020			
Penalty: 0.00							
Export To Excel: 0.00							
Export Claims: 0.00							
Import Claims: 0.00							
Initial Information							
Contractor Submitted Date: 28/09/2020							
Site Verified Date: 28/09/2020							

II. Export/Import Claim Certificate (EBQ Claim File)

Notes: Only user with BuildSpace Pro can open this file format.

1. To export the claim certificate, click “Export”.



buildspace | Post Contract

Post Contract > PROJECT HIGH RISE (Status: POST CONTRACT)

Project Breakdown | Project Properties | Claim Certificates

Activate Claim Certificate | Claim Certificate Layout Settings | Reload

Claim Certificate List > Claim Certificate :: 2 (IN PROGRESS) >

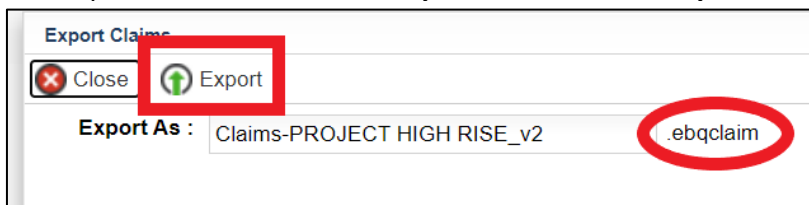
Claim Certificate Information | Claim Certificate Print Info

Approve | Reject | Edit | Export To Excel | **Export Claims** | Import Claims

Initial Information

Contractor Submitted Date: 28/09/2020 | Site Verified Date: 28/09/2020

2. The exported file will be in “.ebqclaim” then click “Export”.

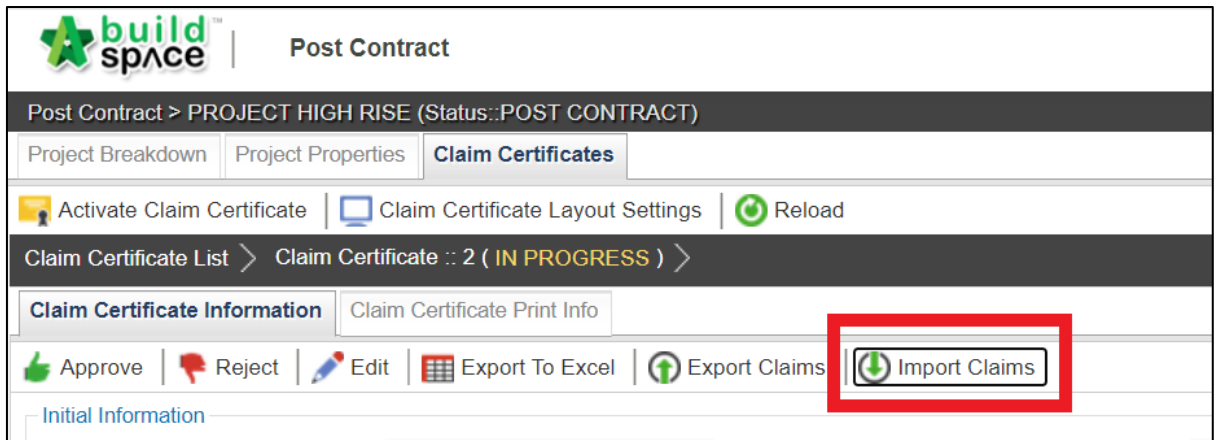


Export Claims

Close | **Export**

Export As: Claims-PROJECT HIGH RISE_v2 | .ebqclaim

- To import file received from the client/consultant in “.ebqclaim” format, click “Import”.



- Select and choose file from your device and click “Import”

Notes: Please ensure that the file is in “.ebqclaim” format.

