



Submit RFV for Final
Approval

For Admin / Normal User

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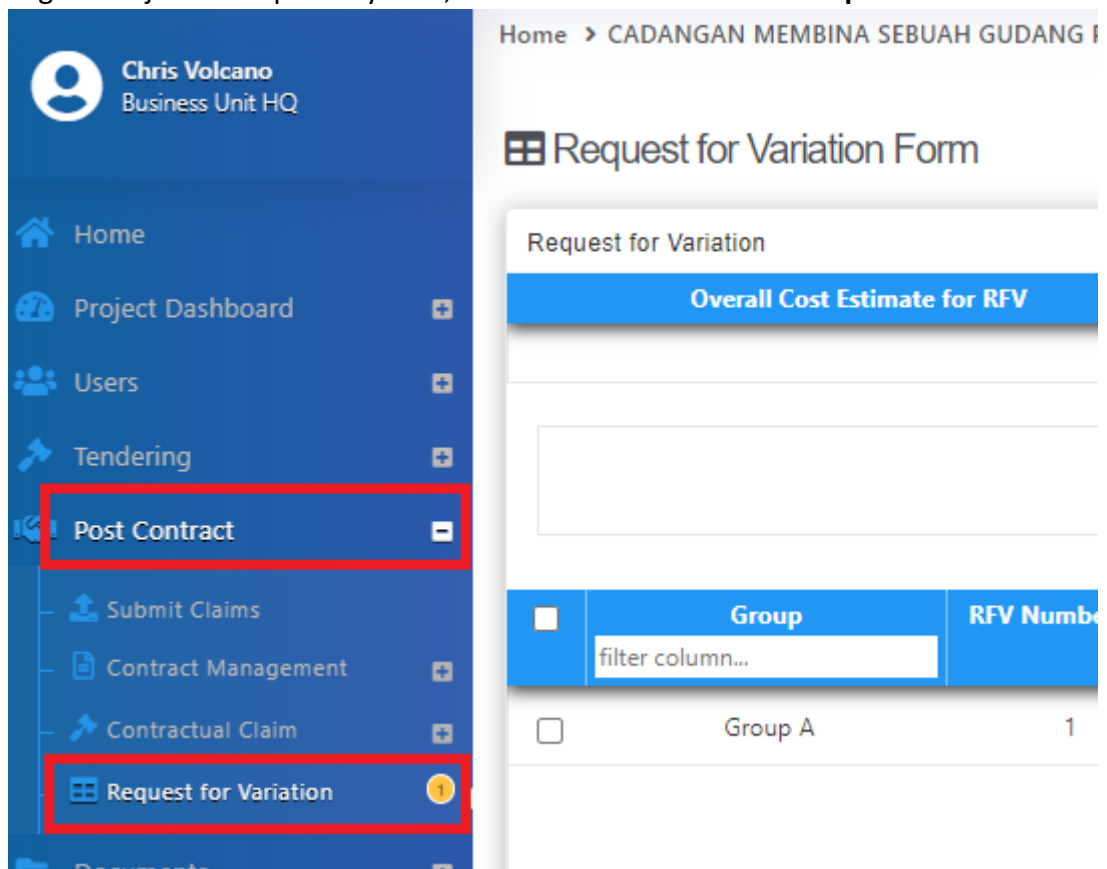
(BuildSpace Version 2.3)

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How to submit RFV for final approval

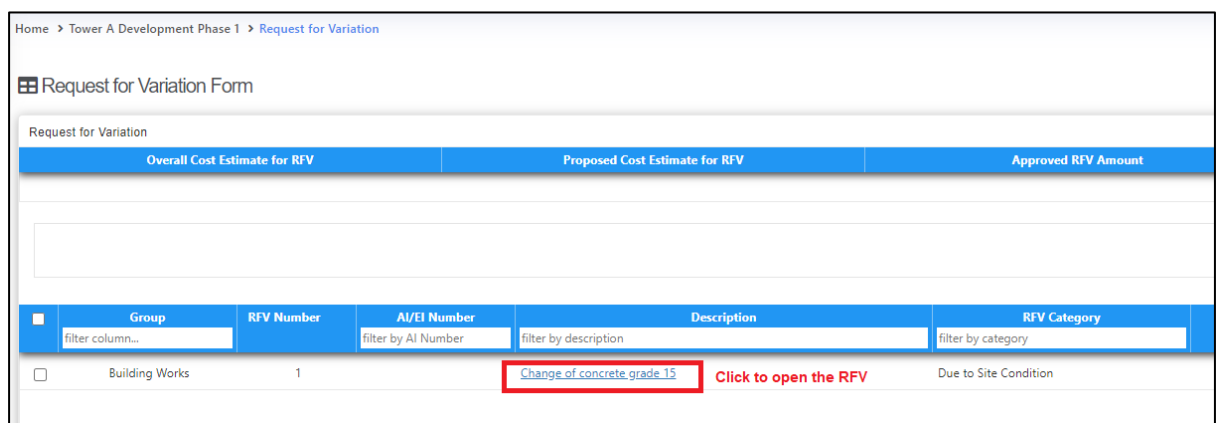
Note: User (who able to submit RFV for approval) able to submit RFV for final approval.

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



The screenshot shows the eProject interface. On the left is a navigation menu for user Chris Volcano (Business Unit HQ). The menu items are: Home, Project Dashboard, Users, Tendering, Post Contract, Submit Claims, Contract Management, Contractual Claim, and Request for Variation. The 'Post Contract' and 'Request for Variation' items are highlighted with red boxes. On the right, the 'Request for Variation Form' is displayed. It includes a breadcrumb trail 'Home > CADANGAN MEMBINA SEBUAH GUDANG F...', a title 'Request for Variation Form', and a section 'Request for Variation' with a sub-section 'Overall Cost Estimate for RFV'. Below this is a table with columns 'Group' and 'RFV Number'. The table contains one row: 'Group A' with 'RFV Number' 1.

2. Under Request for Variation module, click at RFV Description to open the RFV. *(In Verified Stage)*



The screenshot shows the 'Request for Variation Form' in a detailed view. The breadcrumb trail is 'Home > Tower A Development Phase 1 > Request for Variation'. The form title is 'Request for Variation Form'. Below the title is a section 'Request for Variation' with three columns: 'Overall Cost Estimate for RFV', 'Proposed Cost Estimate for RFV', and 'Approved RFV Amount'. Below this is a table with columns: 'Group', 'RFV Number', 'AI/EI Number', 'Description', and 'RFV Category'. The table contains one row: 'Building Works' with 'RFV Number' 1, 'AI/EI Number' 'Change of concrete grade 15', 'Description' 'Click to open the RFV', and 'RFV Category' 'Due to Site Condition'. The 'Change of concrete grade 15' text is highlighted with a red box.

3. Once opened the RFV, review the RFV details.

Home > Tower A Development Phase 1 > Request for Variation > Request for Variation Form

Request for Variation - Verified **The RFV is in verified stage**

RFV Details Cost Estimate **Click to view cost estimation detail**

RFV Number : 1

Description of Proposed Variation Work	Reasons for Variation
Change of concrete grade 15	Upgrading

RFV Category	Estimated Cost of Proposed Variation Work	Time Implication (if any)
Due to Site Condition	MYR 245,115.00	

File Name

Drawing 2.pdf	Click to download attachment
Drawing 1.pdf	

Showing 1 to 2 of 2 entries

Previous 1 Next

4. Click **“Submit”** to submit RFV form for final approval.

Financial Standing		
Original Contract Sum	MYR 13,129,440.74	
Less Contingency	MYR 2,000,000.00	
Total	MYR 11,129,440.74	
Accumulative Approved RFV	MYR 0.00	
Proposed RFV	MYR 245,115.00	
Accumulative Approved RFV + Proposed RFV	MYR 245,115.00	2.2 %
Accumulative Approved RFV + Current RFV	MYR 245,115.00	2.2 %
Anticipated Contract Sum	MYR 11,374,555.74	
Balance of Contingency	MYR 1,754,885.00	

Select Verifiers:

None
None
Sky User

Click to select verifier for RFV approval (follow hierarchy)

Click to submit for approval **Submit** View Log(s) Back

Note: The approval is based on hierarchy method. Once submitted RFV for final approval, system will send email notification to the first verifier for approval request. After first verifier approved, then system will send email notification to the following verifier.