



Upload Attachments

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GLOBAL PCK SOLUTIONS SDN BHD (973124-T)

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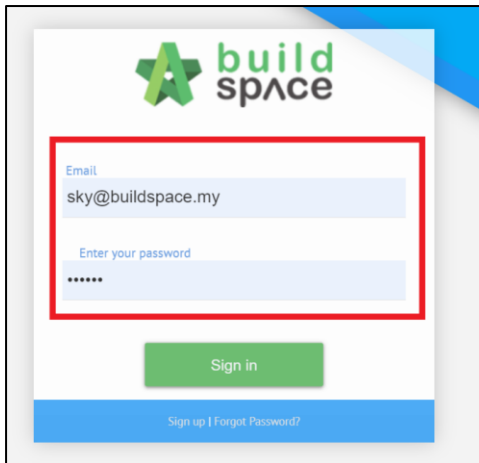
Website: www.BuildSpace.my

(BuildSpace Version 3.5)

Last updated: 15/12/2021

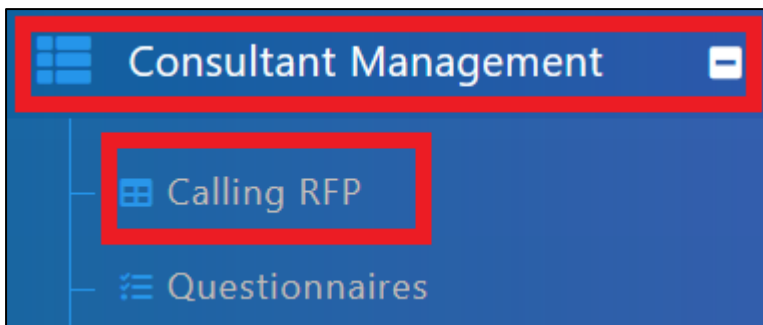
Upload Attachments

1. Login to BuildSpace

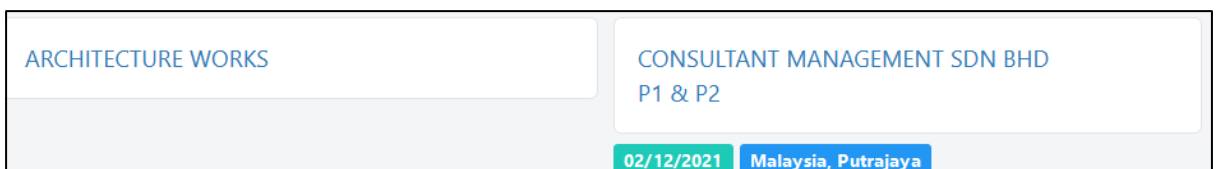


The image shows the BuildSpace login page. At the top is the BuildSpace logo. Below it is a login form with two input fields: "Email" containing "sky@buildspace.my" and "Enter your password" with masked characters. A green "Sign in" button is below the fields. At the bottom, there are links for "Sign up" and "Forgot Password?". A red box highlights the email and password fields.

2. Click "Consultant Management"
3. Click "Calling RFP"




4. Click into the RFP Title



The image shows the RFP title details. On the left, it says "ARCHITECTURE WORKS". On the right, it says "CONSULTANT MANAGEMENT SDN BHD P1 & P2". Below this, there are two tags: "02/12/2021" and "Malaysia, Putrajaya".

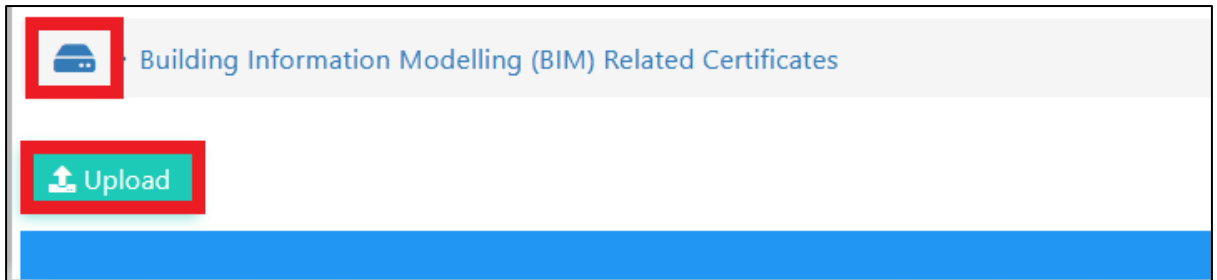
5. Click "Attachments"
6. Double click the folder name



The image shows a list of attachments. At the top, there are two tabs: "Attachment(s)" (highlighted with a red box) and "RFP Document(s)". Below the tabs is a table with a blue header and a "Mandatory" column. The table contains three rows, each with a folder icon, a folder name, and a green checkmark in the "Mandatory" column. The rows are: "Building Information Modelling (BIM) Related Certificates", "Company Organizational Chart", and "CV of Key Management Personnel (Directors, Associates and Seniors)". A red box highlights the entire table area.

	Mandatory
Building Information Modelling (BIM) Related Certificates	✓
Company Organizational Chart	✓
CV of Key Management Personnel (Directors, Associates and Seniors)	✓

7. Click to go back to the folder listing
8. Click "Upload" to upload



9. Click "Add Files"
10. Select file to be uploaded
11. Click "Start Upload"
12. Click "Delete" to delete downloaded file
13. Click "Cancel Download" to cancel
14. Click "Submit" once done with downloading

