

EAM PROJECT

SUPPLIER REGISTRATION PROCESS
MODULE USER MANUAL



TABLE OF CONTENTS



OBJECTIVE



HIGH LEVEL PROCESS
FLOW



SUPPLIER REGISTRATION
PROCESS



SUPPLIER RECEIVES
REGISTRATION LINK VIA
EMAIL



PROSPECTIVE SUPPLIER
REGISTRATION

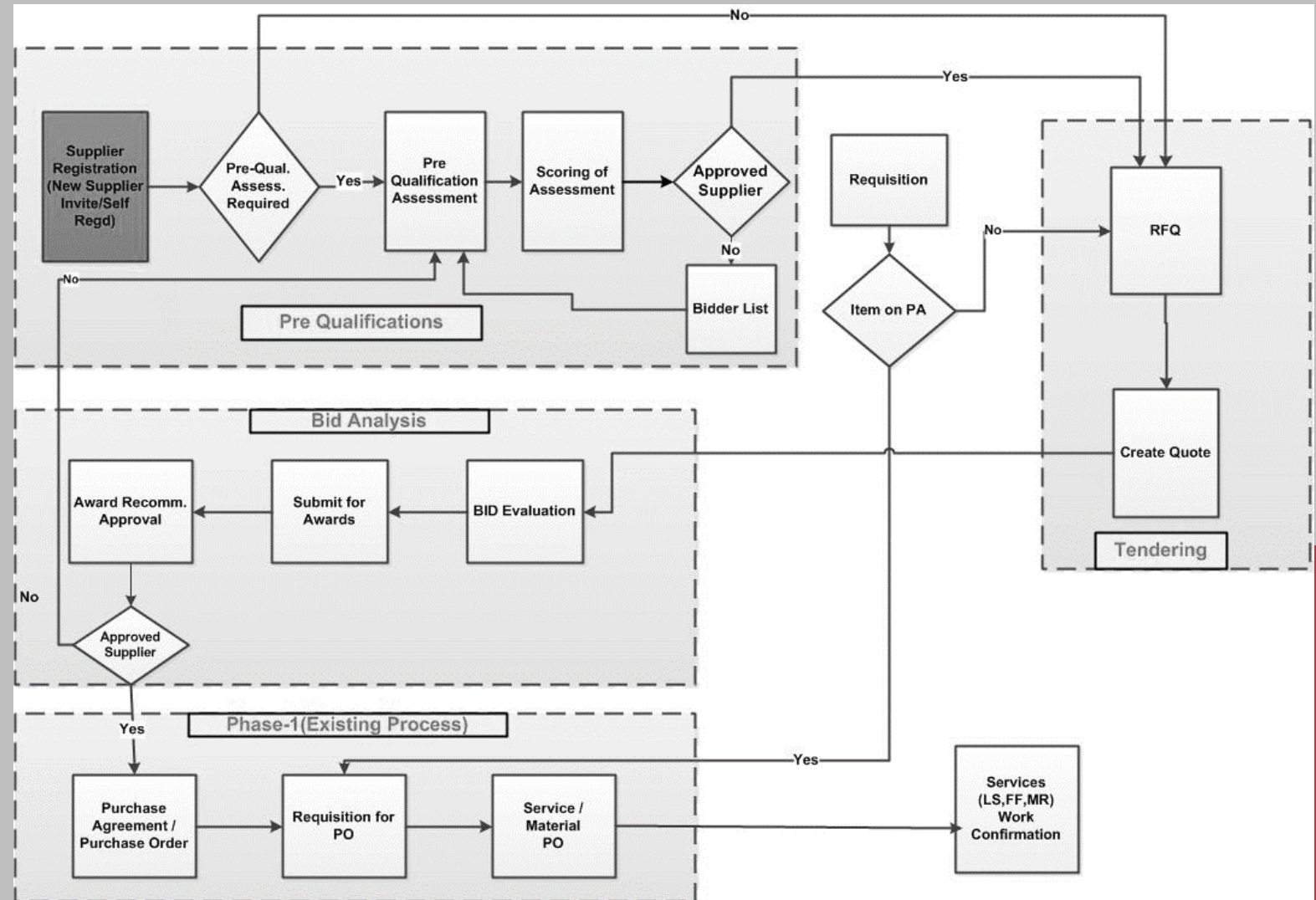
1. Objective

To introduce to prospective supplier (Not Bapco approved vendors), how to register as Supplier with Bapco.

2. High Level Process Flow



2. High Level Process Flow:



3. ISUPPLIER REGISTRATI ON PROCESS



3.0 iSupplier Registration Process

3.1 Supplier Receives Registration Link via Email:

(For optimal use of the iSupplier module it is advised to use the internet explorer and not Microsoft Edge or Google Chrome).

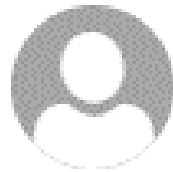
- 1.1 Supplier will receive below Email Notification to his Official Email ID which will be a formal Invitation for Registration with Bapco.
- 1.2 Click on Oracle Applications system.

3.1 SUPPLIER
RECEIVES
REGISTRATION
LINK VIA EMAIL



3.1 Supplier Receives Registration Link via Email:

FYI: Invitation to register



EBS SYSTEM TEST

Today, 1:23 PM

tayeb@g.com ✓

Inbox

To	tayeb@g.com
Sent	30-JUN-19 10:02:38
ID	6513556

Bapco has invited you to register as supplier at [Oracle Applications system](#).

3.1 Supplier Receives Registration Link via Email:

1.3 Below page will open. Supplier will click on [Respond](#)

بابكو

Bapco

iSupplier Portal

Close

Prospective Supplier Registration: Current Status

Respond

Thank you for registering with us. Here's the current status of your registration request.

Registration Details and Status

Company Name

Tayeb and Company

Status

Supplier to Provide Details

Contact Information

Email

tayeb@g.com

Phone Area Code

First Name

Phone Number

Last Name

Tayeb

Phone Extension

Status History

Date	Status	Note
30-JUN-2019	Invitation Sent	

3.1 Supplier Receives Registration Link via Email:

1.4 Below Registration Page will open.

Note

Registration number should be entered in the exact same format as per the government document to allow the system to verify and incase it is not accepted, leave country field in this page empty and instead enter it in page number 3

The screenshot shows the 'Prospective Supplier Registration' page in the Bapco iSupplier Portal. The page is divided into four tabs: Basic Information, Company Details, Additional Information, and Attachments. The 'Company Details' tab is active. The page includes a progress indicator showing 'Step 1 of 4' and a 'Next' button. The 'Company Details' section contains a note: 'At least one tax id is required to be able to complete the registration request.' Below this, there are input fields for 'Company Name' (filled with 'Tayeb and Company'), 'Country' (empty), '* CR Number/ Registration Number' (empty), and 'Taxpayer ID' (empty). The 'Contact Information' section includes a note: 'Blank label for instruction text'. Below this, there are input fields for '* Email' (filled with 'tayeb@g.com'), 'First Name' (empty), '* Last Name' (filled with 'Tayeb'), '* Phone Country Code' (empty), '* Phone Number' (empty), and 'Phone Extension' (empty). The page also features a 'Close' button and a settings icon in the top right corner.

Bapco iSupplier Portal

Close | Settings

Basic Information | **Company Details** | Additional Information | Attachments

Prospective Supplier Registration

Step 1 of 4 **Next**

* Indicates required field
Blank label for instruction text

Company Details

At least one tax id is required to be able to complete the registration request.

* Company Name: Tayeb and Company

Country: [Empty]

* CR Number/ Registration Number: [Empty]

Taxpayer ID: [Empty]

Contact Information

Blank label for instruction text

* Email: tayeb@g.com

First Name: [Empty]

* Last Name: Tayeb

* Phone Country Code: [Empty]

* Phone Number: [Empty]

Phone Extension: [Empty]

3.2 PROSPECTIVE SUPPLIER REGISTRATION



3.2 Prospective Supplier Registration:


Supplier will access the Supplier Registration URL from Bapco Website.

https://erp.bapco.net/OA_HTML/OA.jsp?page=/oracle/apps/pos/onboard/webui/ProspRegPG&OAHP=POS_GUEST_REG_HP&OASF=POS_SUPPREG_REGISTER&OAPB=POS_ISP_BRAND&oid=8DBC59F63887C2A6

Once supplier clicks the URL, the below page will open.

3.2 Prospective Supplier Registration:

1) Supplier shall Enter Company Details and Contact Information

- 1.1 Enter Company Details
 - Verify/Update Company Name
 - Enter CR/ Registration Number (Refer to Note 1.4 in Page no. 11)
 - (Information is Mandatory or system will not allow you to proceed with registration Process)
- 1.2 Enter Contact Information
 - Email Address
 - Edit/ Update First Name if Required
 - Edit/ Update Last Name if Required
 - Enter Phone Country Code
 - Enter Phone/Mobile Number
- 1.3 Click 

3.2 Prospective Supplier Registration:

Note: While filling Supplier registration form, you can click at **Save for Later** Button, it will send a mail to you and later you can open mail and click at link provided, you will go to the same page where you stopped.

iSupplier Portal

Close

1.3

Basic Information Company Details Additional Information Attachments

Prospective Supplier Registration

Step 1 of 4 **Next**

* Indicates required field
Blank label for instruction text

Company Details

At least one tax id is required to be able to complete the registration request.

1.1

* Company Name Farooq Hardware and supply

Country Bahrain

* CR Number/ Registration Number 1313178

Taxpayer ID

Contact Information

Blank label for instruction text

1.2

* Email GHK@h.com

First Name

* Last Name Farooq

* Phone Country Code 973

* Phone Number 3123112

Phone Extension

3.2 Prospective Supplier Registration:

1.4 Supplier will add additional details such as Address Book, Banking Details, Business Classification Details, etc.

بابكو

Bapco

iSupplier Portal

Close

Basic Information

Company Details

Additional Information

Attachments

Prospective Supplier Registration: Additional Details

Save For Later

Back

Step 2 of 4

Next

Blank label for instruction text

Company Name

Farooq Hardware and supply

Tax Country

Bahrain

Tax Registration Number

1313178

Taxpayer ID

DUNS Number

Alternate Supplier Name

Note to Buyer

Note to Supplier

Address Book

1.4

At least one entry is required.

Create

Address Name	Address Details	Purpose	Update	Delete
No results found.				

3.2 Prospective Supplier Registration:

1.4 Supplier will add additional details such as Address Book, Banking Details, Business Classification Details, etc.

بابكو

Bapco

iSupplier Portal

Close

Basic Information

Company Details

Additional Information

Attachments

Prospective Supplier Registration: Additional Details

Save For Later

Back

Step 2 of 4

Next

Blank label for instruction text

Company Name

Farooq Hardware and supply

Tax Country

Bahrain

Tax Registration Number

1313178

Taxpayer ID

DUNS Number

Alternate Supplier Name

Note to Buyer

Note to Supplier

Address Book

1.4

At least one entry is required.

Create

Address Name	Address Details	Purpose	Update	Delete
No results found.				

3.2 Prospective Supplier Registration:

1) Enter/ Update Address Details

1.5 Click  to update existing address or click  to create new address

بابكو

Bapco

iSupplier Portal

Close

Prospective Supplier Registration: Current Status

Respond

Thank you for registering with us. Here's the current status of your registration request.

Registration Details and Status

Company Name

Tayeb and Company

Status

Supplier to Provide Details

Contact Information

Email

tayeb@g.com

Phone Area Code

First Name

Phone Number

Last Name

Tayeb

Phone Extension

Status History

Date	Status	Note
30-JUN-2019	Invitation Sent	

3.2 Prospective Supplier Registration:

1.6 Supplier will enter mandatory information such as P.O.BOX, Phone Number, Fax Number, Email Address.

1.7 Once information is entered, supplier will click on 

Create Address

* Indicates required field

* Address NameManama

CountryBahrain

* Address Line 1Block no.762, Road.201

Address Line 2

Address Line 3

Address Line 4

* City/Town/LocalityManama

County

State/Region

Province

* Postal Code121

Phone Area Code

Phone Number

Fax Area Code

Fax Number

Email Address

☐ Purchasing Address

☐ Payment Address

☒ RFQ Only Address

Cancel

Apply

1.6

1.7

Address Purpose

+
Add New

Purpose	Remove
No results found.	



3.2 Prospective Supplier Registration:

2) Enter/Update Contact Details



1.8 Click  to update existing address or click  to create new address

1.8

Contact Directory

At least one entry is required.

Create

First Name	Last Name 	Phone	Email	Requires User Account	Update	Delete
	Farooq	973-3123112	GHK@h.com	✓		



The contact details should always be updated, and any changes should be immediately entered in the system as it could hamper our communication.

3.2 Prospective Supplier Registration:

2) Enter/Update Contact Details

1.9 Supplier will enter mandatory information such as First Name, Last Name, Email Address, and Mobile Number.

1.10 Once information is entered, supplier will click on **Apply**

The screenshot shows the 'Update Contact' form with the following fields and sections:

- Update Contact** (Title)
- * Indicates required field** (Note)
- Contact Information:**
 - Contact Title (Dropdown)
 - First Name (Text)
 - Middle Name (Text)
 - * Last Name (Text, value: Farooq)
 - Alternate Name (Text)
 - Job Title (Text)
 - Department (Text)
 - * Contact Email (Text, value: GHK@h.com)
 - URL (Text)
 - Phone Area Code (Text, value: 973)
 - Phone Number (Text, value: 3123112)
 - Phone Extension (Text)
 - Alternate Phone Area Code (Text)
 - Alternate Phone Number (Text)
 - Fax Area Code (Text)
 - Fax Number (Text)
- Contact Purpose** (Section)
 - Table with 2 columns: Purpose, Remove
 - Row 1: No results found.
- Supplier User Account** (Section)
 - ☒ Create User Account For The Contact

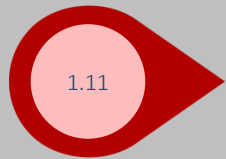
Annotations:

- 1.9** (Red teardrop pointing to the * Last Name field)
- 1.10** (Red teardrop pointing to the Apply button)

3.2 Prospective Supplier Registration:

3) Enter Business Classification Details

1.11 Supplier will select Applicable Checkbox.



Business Classifications

✔ TIP Please tick the box to indicate whether you are seeking prequalification as:

Classification	Applicable
A Consultant	<input type="checkbox"/>
A Contractor	<input type="checkbox"/>
A Manufacturer	<input type="checkbox"/>
A Supplier	<input type="checkbox"/>

3.2 Prospective Supplier Registration:

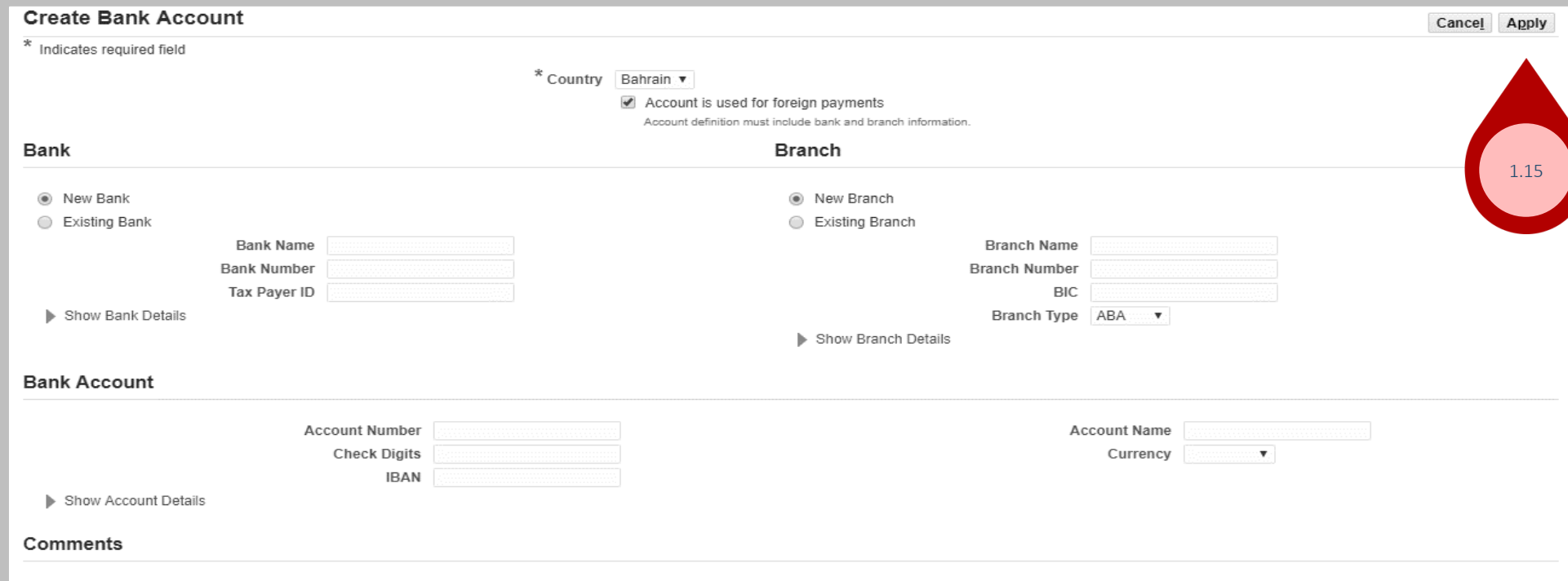
4) Enter Banking Details

1.13 Supplier will Select

- Existing Bank, Search for Bank Name
- Existing Branch, Search for Branch Name

1.14 Supplier will Enter Account Number, Account Name and IBAN

1.15 Once information is entered, supplier will click on



Create Bank Account Cancel Apply

* Indicates required field

* Country Bahrain ▼

☒ Account is used for foreign payments
Account definition must include bank and branch information.

Bank

- ☒ New Bank
- ☐ Existing Bank

Bank Name

Bank Number

Tax Payer ID

Show Bank Details

Branch

- ☒ New Branch
- ☐ Existing Branch

Branch Name

Branch Number

BIC

Branch Type ABA ▼

Show Branch Details

Bank Account

Account Number

Check Digits

IBAN

Show Account Details

Account Name

Currency ▼

Comments

1.13

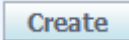
1.14

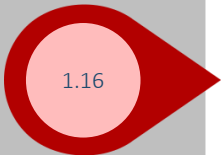
1.15



3.2 Prospective Supplier Registration:

5) Enter Products and Services

1.16 Supplier will click  to Create Products and Services



Products and Services

At least one entry is required.


Create

Code	Products and Services	Delete
No results found.		



3.2 Prospective Supplier Registration:

5) Enter Products and Services

1.17 Supplier will click  to drill down to select category from Products and Services.




Create Bank Account >

Add Products and Services: : (Farooq Hardware and supply)

CancelApply

☒ Browse All Products & Services

☐ Search for Specific Code and Product

Code	Products and Services	View Sub-Categories	Applicable
01	Materials		<input type="checkbox"/>
02	Services		<input type="checkbox"/>
Bapco Category	Bapco Category		<input type="checkbox"/>



3.2 Prospective Supplier Registration:






5) Enter Products and Services

1.18 Supplier will click  to drill down further to view the category available.

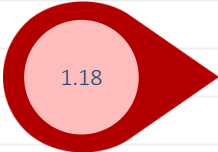
Create Bank Account >

Add Products and Services: 01 :Materials (Farooq Hardware and supply)

CancelApply

Code	Products and Services	View Sub-Categories	Applicable
00	GENERAL		<input type="checkbox"/>
01	Catalysts and Chemicals		<input type="checkbox"/>
02	Equipment		<input type="checkbox"/>
03	MRO		<input type="checkbox"/>
06	Medical Supplies and Equipment		<input type="checkbox"/>

Return to Parent Category



3.2 Prospective Supplier Registration:









5) Enter Products and Services

1.19 Supplier will click  to drill down further to view the category available.

1.20 Supplier will select one or multiple category. Click on 

Create Bank Account >

Add Products and Services: 02 :Materials.Equipment (Farooq Hardware and supply) Cancel Apply

Code	Products and Services	View Sub-Categories	Applicable
05	Electronic Equipment		<input type="checkbox"/>
06	Rotating Equipment		<input checked="" type="checkbox"/>
07	Electrical Equipment		<input type="checkbox"/>
08	IT, Network & Wireless		<input checked="" type="checkbox"/>
10	General Equipment		<input type="checkbox"/>
17	Process Control and Instrumentation		<input checked="" type="checkbox"/>
23	Electronic Equipment		<input type="checkbox"/>
24	Operational Technology (OT)		<input type="checkbox"/>

[Return to Parent Category](#)

1.19

1.20

It is important to select the right category while entering the Products and Services as these would define your scope of business activity. Although the list is not exhaustive and continuously being developed, you are advised to please select the applicable Products & Services as precisely as possible in order for your application to be considered favorably and select the most appropriate category at least up to the subcategory level 04

3.2 Prospective Supplier Registration:

Save for Later or Click Next

- 1.21 Supplier will review all the details entered.
- 1.22 Click Next to proceed on the Additional Information Page.

Basic Information

Company Details

Additional Information

Attachments

Prospective Supplier Registration: Additional Details

Blank label for instruction text

Company Name

Tax Country

Tax Registration Number

Taxpayer ID

DUN \$ Number

Alternate Supplier Name

Note to Buyer

Note to Supplier

Farooq Hardware and supply

Bahrain

1313178

Address Book

At least one entry is required.

Create

Address Name	Address Details	Purpose	Update	Delete
Manama	Block no.762, Road.201, Manama 121 Bahrain	RFQ Only		

Contact Directory

At least one entry is required.

Create

First Name	Last Name	Phone	Email	Requires User Account	Update	Delete
	Farooq	973-3123112	GHK@h.com	<input checked="" type="checkbox"/>		

Business Classifications

☒ TIP Please tick the box to indicate whether you are seeking prequalification as:

Classification	Applicable
A Consultant	<input type="checkbox"/>
A Contractor	<input type="checkbox"/>
A Manufacturer	<input type="checkbox"/>
A Supplier	<input type="checkbox"/>

Products and Services

1.21

1.22

3.2 Prospective Supplier Registration:

Save for Later or Click Next

1.23 Enter Additional information such as Supplier Profile Attributes and Supplier-Manufacturer Relationship.

ORACLE iSupplier Portal Close Settings

Basic Information Company Details **Additional Information** Attachments

Supplier Profile Attributes Save For Later Back Step 3 of 4 Next

* Indicates required field

Organization and Management

Organization and Management

* Owner's Name	* Designation	* % Holding	Delete

Director Information

* Directors: Name (s)	* Designation	Delete

Signatories

* Name of Signatories	* Authority Level	* Value	* Currency	Delete

Company Secretary

* Company Secretary

* Date of Establishment (example: 22-Oct-2019)

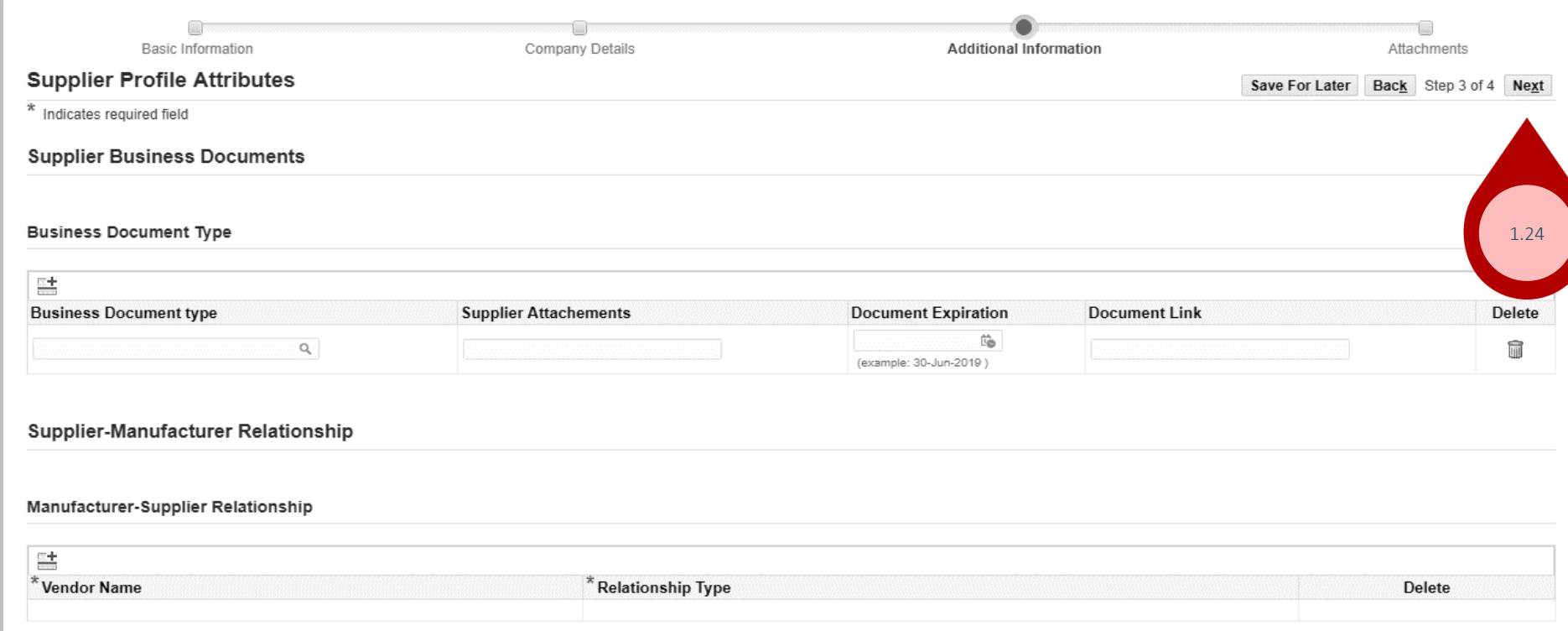
I.T. Officer

The currency for Signatories Authority level is setup with default values of US Dollar or Bahraini Dinars.

3.2 Prospective Supplier Registration:

Save for Later or Click Next

1.23 Click [Next](#) to proceed on the Attachment Page.



Basic Information Company Details **Additional Information** Attachments

Supplier Profile Attributes [Save For Later](#) [Back](#) Step 3 of 4 [Next](#)

* Indicates required field

Supplier Business Documents

Business Document Type

Business Document type	Supplier Attachements	Document Expiration	Document Link	Delete
<input type="text"/>	<input type="text"/>	<input type="text"/> (example: 30-Jun-2019)	<input type="text"/>	

Supplier-Manufacturer Relationship

Manufacturer-Supplier Relationship

* Vendor Name	* Relationship Type	Delete
<input type="text"/>	<input type="text"/>	

The currency for Signatories Authority level is setup with default values of US Dollar or Bahraini Dinars.

3.2 Prospective Supplier Registration:

Save for Later or Click Next

- 1.25 Supplier will review all the details entered.
- 1.26 Supplier can add multiple attachment using **Add Attachment** Button.

بابكو

Bapco

iSupplier Portal

Close

⚙

Basic Information

Company Details

Additional Information

Attachments

Submit

Back

Step 4 of 4

Attachments

Add Attachment

Title	Type	Description	Category	Last Updated By	Last Updated	Usage	Update	Delete
No results found.								

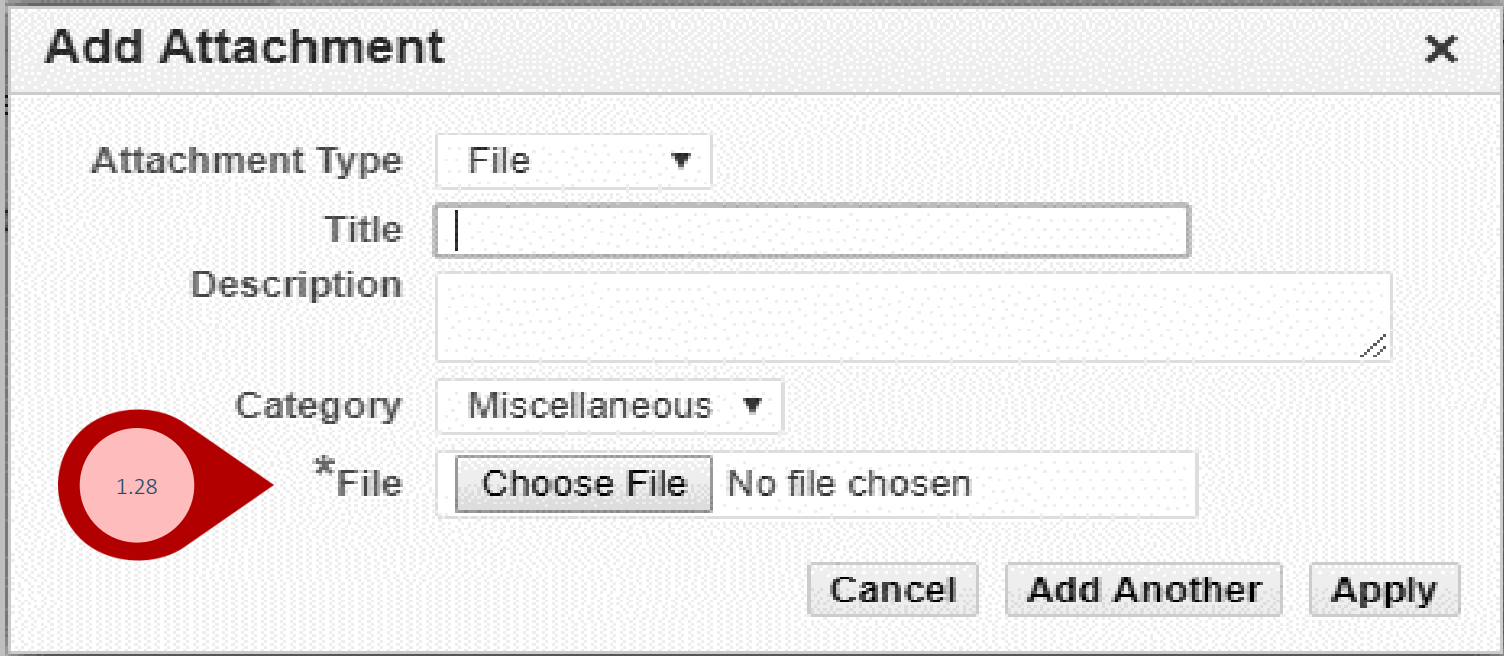
3.2 Prospective Supplier Registration:

Save for Later or Click Next

1.27 Below Add Attachments Screen Will Open.

1.28 Enter Title: - Specifications

Choose File: - Select the File from your system.



The screenshot shows a dialog box titled "Add Attachment" with a close button (X) in the top right corner. The dialog contains the following fields and controls:

- Attachment Type:** A dropdown menu currently set to "File".
- Title:** A text input field.
- Description:** A larger text input area.
- Category:** A dropdown menu currently set to "Miscellaneous".
- *File:** A section containing a "Choose File" button and a text field displaying "No file chosen".
- Buttons:** "Cancel", "Add Another", and "Apply" are located at the bottom right.

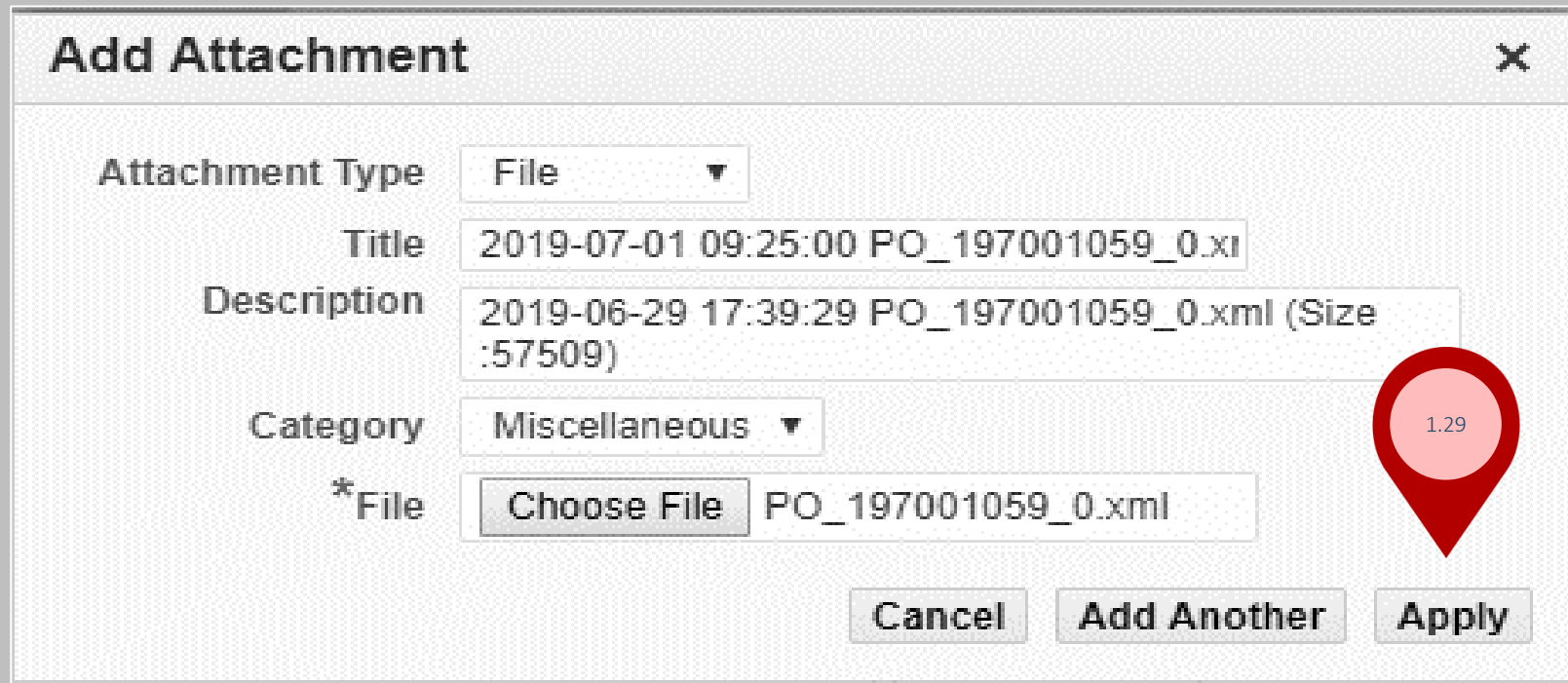
Two red callout circles with white text are overlaid on the image:

- A callout labeled "1.27" points to the "Attachment Type" dropdown.
- A callout labeled "1.28" points to the "*File" section, specifically the "Choose File" button.

3.2 Prospective Supplier Registration:

Save for Later or Click Next

1.29 Below Add Attachments Screen Will Open.



Add Attachment [X]

Attachment Type: File ▼

Title: 2019-07-01 09:25:00 PO_197001059_0.xml

Description: 2019-06-29 17:39:29 PO_197001059_0.xml (Size :57509)

Category: Miscellaneous ▼

*File: [Choose File] PO_197001059_0.xml

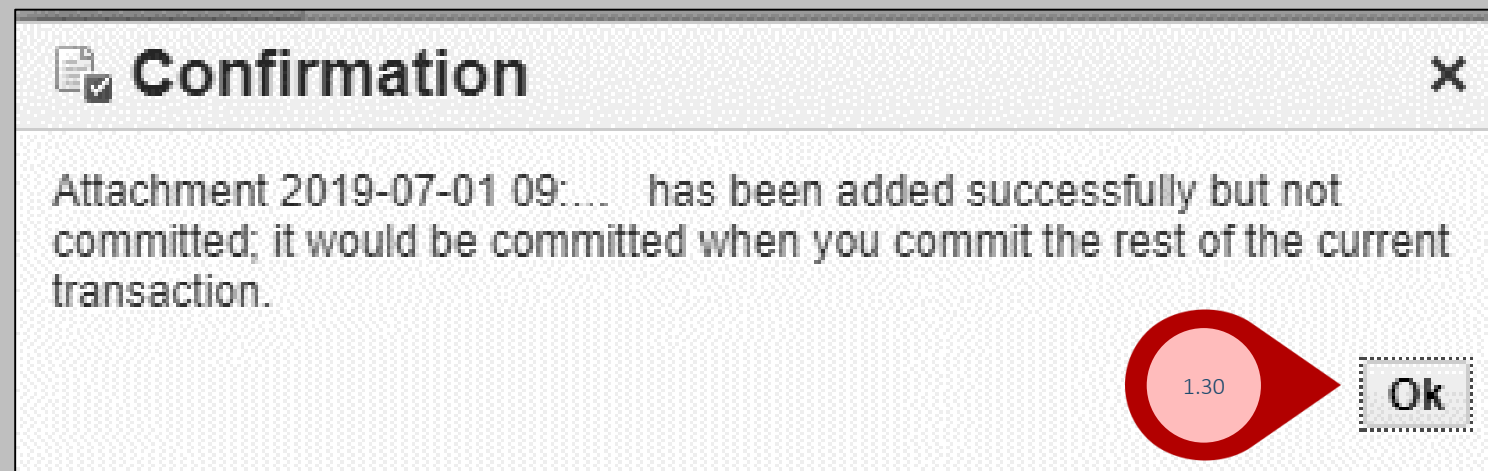
[Cancel] [Add Another] [Apply]

1.29

3.2 Prospective Supplier Registration:

Save for Later or Click Next

1.30 Confirmation message will be displayed and click



3.2 Prospective Supplier Registration:

Save for Later or Click Next

1.31 System will show below screen. Supplier can add multiple document by performing the step 1.26 to 1.30.

1.32 Click on **Submit**

Basic Information

Company Details

Additional Information

Attachments

1.31

Attachments

1.32

Submit

Back

Step 4 of 4

Add Attachment

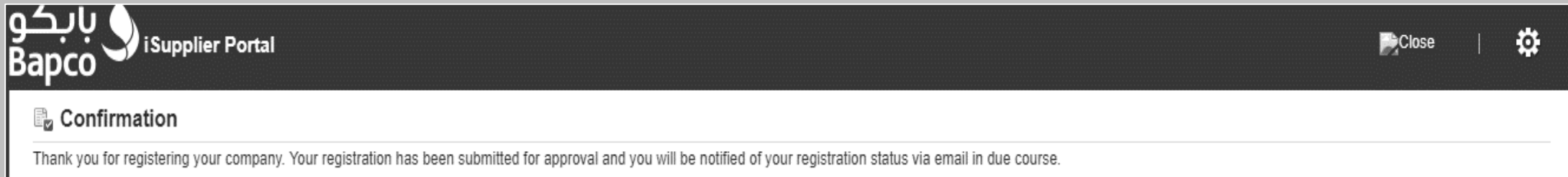
Title △	Type △	Description △	Category △	Last Updated By △	Last Updated △	Usage △	Update	Delete
2019-07-01 09:25:00 PO_1970...	File	2019-06-29 17:39:29 PO_1970...	Miscellaneous	GUEST	01-Jul-2019	One-Time		

3.2 Prospective Supplier Registration:

Save for Later or Click Next

1.33 System will give a Confirmation Message

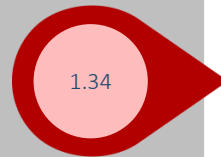
Thank you for registering your company. Your registration has been submitted for approval and you will be notified of your registration status via email in due course.



3.2 Prospective Supplier Registration:

Save for Later or Click Next

1.34 Supplier will receive below confirmation mail from the system.



FYI: Bapco Supplier Collaboration Network: Registration Submitted



EBS SYSTEM TEST

Today, 11:24 AM

Farooq <GHK@h.com> ✉

Inbox

To Farooq
Sent 01-JUL-19 08:02:44
ID 6513612

Your registration details have been submitted. Use this URL to track progress on this request.

[Prospective Supplier Registration Status Page](#)

3.2 Prospective Supplier Registration:

After registering as new Supplier,

(The submissions will go through the evaluation process and upon successful completion the supplier will receive email providing user id and password to the iSupplier)

Login

Supplier has been registered at Bapco for access to their supplier collaboration network. Supplier can log on with the username as their email id and password sent to his mail.

Open the URL <https://erp.bapco.net>

Id: xyz@abc.com and the password *****

When supplier first log on, they will be required to change current password for security purposes. Contact administrator (iSuppliersupport@bapco.net) for additional information.

Login to <https://erp.bapco.net>

4.0 SUPPLIER PRE- QUALIFICATION PROCESS



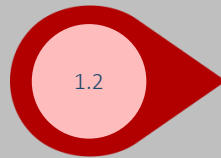
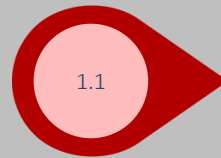
4.0 Supplier Pre-qualification Process

After submission of pre-qualification application or responding to Bapco's invitation, Bapco may send a pre-qualification questionnaire based on the requirement, hence, not all applications may result on pre-qualification questionnaire.


1) Supplier receives email for providing detailed information using Pre-Qualification Assessment. Supplier will respond to Bapco by entering the additional information.

4.0 Supplier Pre-qualification Process


- 1.1 Supplier will receive below Email Notification to his Official Email ID. Mail will provide instructions of the steps to be taken for responding to the assessment.
- 1.2 Click on here




FYI: Action Required: Please fill out the Supplier pre-qualification questionnaire

 **EBS SYSTEM TEST**
Today, 12:50 PM
GHK@h.com

Inbox

 **ATT00001.htm**
658 bytes

Download

 | Action Items

From	Muhammad Ibrar Qureshi	Company	Bapco
To	GHK@h.com	Title	For Tender 17821
Sent	03-JUL-19 09:28:11	Number	44033
ID	6514575		

Bapco has requested you to fill out a pre-qualification questionnaire. Please follow these steps to respond:

1. Click here to view the registration status page.
2. Click on Respond.
3. Navigate to 'Assessment' page.
4. Click on Update icon for Assessment: 44033, For Tender 17821.
5. Answer questions and submit your response.

Note: This questionnaire expires on July 20, 2019 09:39 am Riyadh.

4.0 Supplier Pre-qualification Process

1.3 Below page will open. Supplier will click on Respond

Prospective Supplier Registration: Current Status

Respond

Thank you for registering with us. Here's the current status of your registration request.

Registration Details and Status

Company Name

Farooq Hardware and supply

Status

Supplier to Provide Details

Contact Information

Email

GHK@h.com

Phone Area Code

973

First Name

Phone Number

3123112

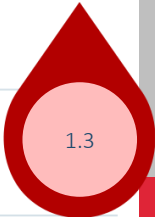
Last Name

Farooq

Phone Extension

Status History

Date	Status	Note
03-JUL-2019	Supplier to Provide Details	
03-JUL-2019	Submitted	
03-JUL-2019	Supplier to Provide Details	Pay the Prequalification Fees as per the Instruction Attached. Navigate to the attachment page for downloading the Instructions.
01-JUL-2019	Submitted	
30-JUN-2019	Draft	



4.0 Supplier Pre-qualification Process

1) Supplier will navigate to the Assessment Page and Enter the details.

2.1 Basic Information page will open.

2.2 Supplier needs to go to Assessments Page.

2.3 Supplier will click on **Next** multiple times, until it reaches the Assessments page specified in step 2.2.

Bapco iSupplier Portal

Close | Settings

Basic Information | Company Details | Additional Information | **Assessments** | Attachments

Step 1 of 5 **Next**

* Indicates required field
Blank label for instruction text

Prospective Supplier Registration

Company Details

At least one tax id is required to be able to complete the registration request.

* Company Name

Country

* CR Number/ Registration Number

Taxpayer ID

Contact Information

Blank label for instruction text

* Email

First Name


* Last Name

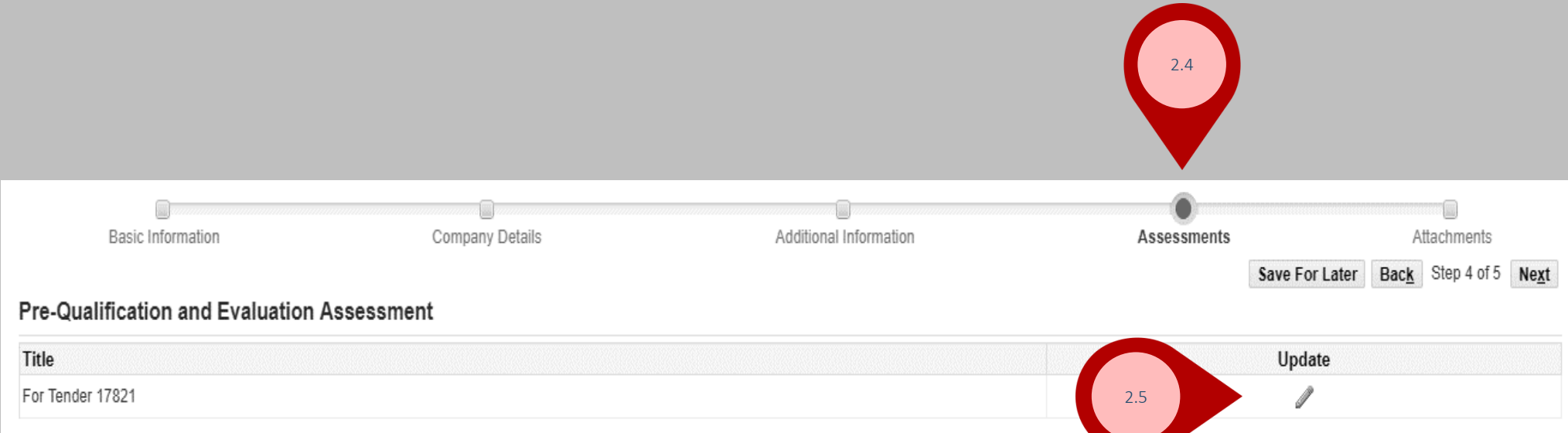
* Phone Country Code

* Phone Number




Phone Extension

4.0 Supplier Pre-qualification Process

- 2.4 Assessments page will open after clicking Next multiple times.
- 2.5 Supplier will click on the Update Pencil Icon 



The diagram illustrates the process flow within the 'Pre-qualification and Evaluation Assessment' form. A horizontal progress bar at the top shows five steps: 'Basic Information', 'Company Details', 'Additional Information', 'Assessments', and 'Attachments'. The 'Assessments' step is currently active, indicated by a red location pin labeled '2.4' pointing to it. Below the progress bar, the form title 'Pre-qualification and Evaluation Assessment' is displayed. To the right of the title are buttons for 'Save For Later', 'Back', 'Step 4 of 5', and 'Next'. The main content area contains a table with one row. The first column is labeled 'Title' and contains the text 'For Tender 17821'. The second column is labeled 'Update' and contains a pencil icon. A red arrow labeled '2.5' points from the 'Update' column to the pencil icon, indicating the next action.

Basic Information	Company Details	Additional Information	Assessments	Attachments				
Pre-qualification and Evaluation Assessment								
<div>Save For Later Back Step 4 of 5 Next</div>								
<table><thead><tr><th>Title</th><th>Update</th></tr></thead><tbody><tr><td>For Tender 17821</td><td></td></tr></tbody></table>					Title	Update	For Tender 17821	
Title	Update							
For Tender 17821								

4.0 Supplier Pre-qualification Process

- 2.6 Below page of Terms and Conditions will open.
- 2.7 Supplier will click on
✓ I have read and accepted the terms and conditions
- 2.8 Click on

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Bapco

Supplier Portal

Close | Settings

Terms and Conditions

Cancel | Accept

The following terms and conditions must be accepted before a response is placed in this RFI.

Bapco General Terms & Conditions

Attachments

Title	Type	Description	Category	Last Updated By	Last Updated	Usage	Update	Delete
Supplier Response	File	Supplier Response	To Supplier	SYSADMIN	14-May-2019	One-Time		

☒ I have read and accepted the terms and conditions

Attachments of associated record

4.0 Supplier Pre-qualification Process

2) Supplier User will enter response against each Questions and attach the requested documents in the format requested.

- 3.1 Below page of Terms and Conditions will open.
- 3.2 Supplier will click on Title to download attachment formats.

3.1

Create Response: 26027 (Assessment 44033)

Cancel

View Assessment

Respond by Spreadsheet

Save Draft

Continue

Title

For Tender 17821

Time Left 16 days 19 hours

Close Date 20-Jul-2019 09:39:43

Supplier

Farooq Hardware and supply

* Response Valid Until 24-Jul-2019 14:51:09

Assessment Currency USD

Reference Number

Response Currency USD

Note to Buyer

Price Precision Any

Attachments

Add Attachment

Title	Type	Description	Category	Last Updated By	Last Updated	Usage	Update	Delete
No results found.								

Questionnaire

Expand All | Collapse All

Focus	Title	Target Value	Response Value
	Questionnaire		
	Organisation and Management		
	Do you have any ISO 9000 Certification? If Yes, Please attach the copy in the Attachment Section.		
	Do you have other externally recognized accreditation? e.g. QS9000 If Yes, Please attach the copy in the Attachment Section.		

3.2

4.0 Supplier Pre-qualification Process

3.3 Supplier will download attachment from Notes and Attachments section.
Click on each Appendix to download different formats.

3.4 Supplier will select Actions Create Response Go

TitleFor Tender 17821

StatusActive

Time Left16 days 19 hours

Open Date03-Jul-2019 12:28:10

Close Date20-Jul-2019 09:39:43

Header

Controls

Description

BuyerMuhammad Ibrar Qureshi,

Questionnaire

Show All Details | Hide All Details

Previous1-10Next

DetailsSection

Organisation and Management

Resources - Personnel

Financial

Information Technology

Resources - Major Plant & Equipment

Company Turnover & Projects Executed

Environment

Legislation

Premises

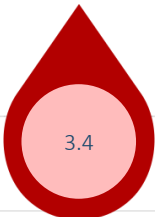
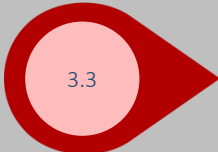
Waste

Previous1-10Next

Notes and Attachments

Note to Suppliers

Title	Type	Description	Category	Last Updated By	Last Updated	Usage	Update	Delete
Appendix E.docx	File	Appendix E.docx	To Supplier	989752	03-Jul-2019	One-Time		
Appendix F.docx	File	Appendix F.docx	To Supplier	989752	03-Jul-2019	One-Time		
Appendix L.docx	File	Appendix L.docx	To Supplier	989752	03-Jul-2019	One-Time		
Appendix Q.docx	File	Appendix Q.docx	To Supplier	989752	03-Jul-2019	One-Time		



4.0 Supplier Pre-qualification Process

- 3.9 Review Page will open. Supplier can perform below action.
Back- System will allow him to update any information
Validate- System will validate for any errors.
Save Draft- Save and continue later.
Printable View- To print the details
Submit- System will submit the response for the assessment.

3.10 Click 

Create Response 26027: Review and Submit (Assessment 44033)

3.9

CancelBackValidateSave DraftPrintable ViewSubmit

Header

TitleFor Tender 17821

SupplierFarooq Hardware and supply

Assessment CurrencyUSD

Response CurrencyUSD

Price PrecisionAny

Time Left16 days 18 hours

Close Date20-Jul-2019 09:39:43

Response Valid Until25-Jul-2019 15:13:43

Reference Number

Note to Buyer

Attachments

Title ^	Type ^	Description ^	Category ^	Last Updated By ^	Last Updated ^	Usage ^	Update	Delete
2019-07-03 15:36:11 ITEM_IN...	File	2019-06-03 08:54:28 ITEM_IN...	From Supplier	GUEST	03-Jul-2019	One-Time		

Questionnaire

Show All Details | Hide All Details

Details

Section

▶ Organisation and Management

▶ Resources - Personnel

▶ Financial

▶ Information Technology

▶ Resources - Major Plant & Equipment

▶ Company Turnover & Projects Executed

▶ Environment

4.0 Supplier Pre-qualification Process

3) Supplier will complete the process of Assessment.

- 4.1 Once response is submitted, system will open the below page.
- 4.2 Supplier will click on Next

4.1

Basic Information

Company Details

Additional Information

Assessments

Attachments

Save For Later

Back

Step 4 of 5

Next

Pre-Qualification and Evaluation Assessment

Title	Update
For Tender 17821	

4.2

4.0 Supplier Pre-qualification Process

4.3 System will open the below Attachment Page.

4.4 Supplier will click on **Submit**

Basic Information

Company Details

Additional Information

Assessments

Attachments

Submit

Back

Step 5 of 5

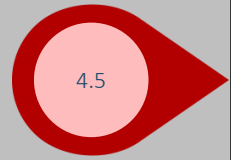
Attachments


Add Attachment


Title ^	Type ^	Description ^	Category ^	Last Updated By ^	Last Updated ^	Usage ^	Update	Delete
2019-07-01 11:23:00 1234.pdf	File	2019-07-01 10:27:08 1234.pdf ...	Miscellaneous	GUEST	01-Jul-2019	One-Time		
Payment Instruction File	File	2019-07-02 23:54:26 new doc ...	Miscellaneous	989752	03-Jul-2019	One-Time		
Payment Receipt.pdf	File	2019-06-13 13:54:13 Payment ...	Miscellaneous	989752	03-Jul-2019	One-Time		

4.0 Supplier Pre-qualification Process

4.5 System will show below Confirmation Message



**بابكو**
Bapco iSupplier Portal

 **Confirmation**

Thank you for registering your company. Your registration has been submitted for approval and you will be notified of your registration status via email in due course.

4.0 Supplier Pre-qualification Process

- 4.6 Supplier will receive below email message as a confirmation of submission. Supplier can track the status of his registration by clicking on the [Prospective Supplier Registration Status Page](#)

4.6

FYI: Bapco Supplier Collaboration Network: Registration Submitted



EBS SYSTEM TEST

Today, 3:58 PM

Farooq <GHK@h.com> ↵

🔄 Reply all | ▼

Inbox

To Farooq
Sent 03-JUL-19 12:37:15
ID 6514596

Your registration details have been submitted. Use this URL to track progress on this request.

[Prospective Supplier Registration Status Page](#)

—
THANK YOU

