POF E-BIDDING SYSTEM

1

e-Bidding home page

To view home page of e-Bidding system, open an internet browser like google chrome and enter following URL:
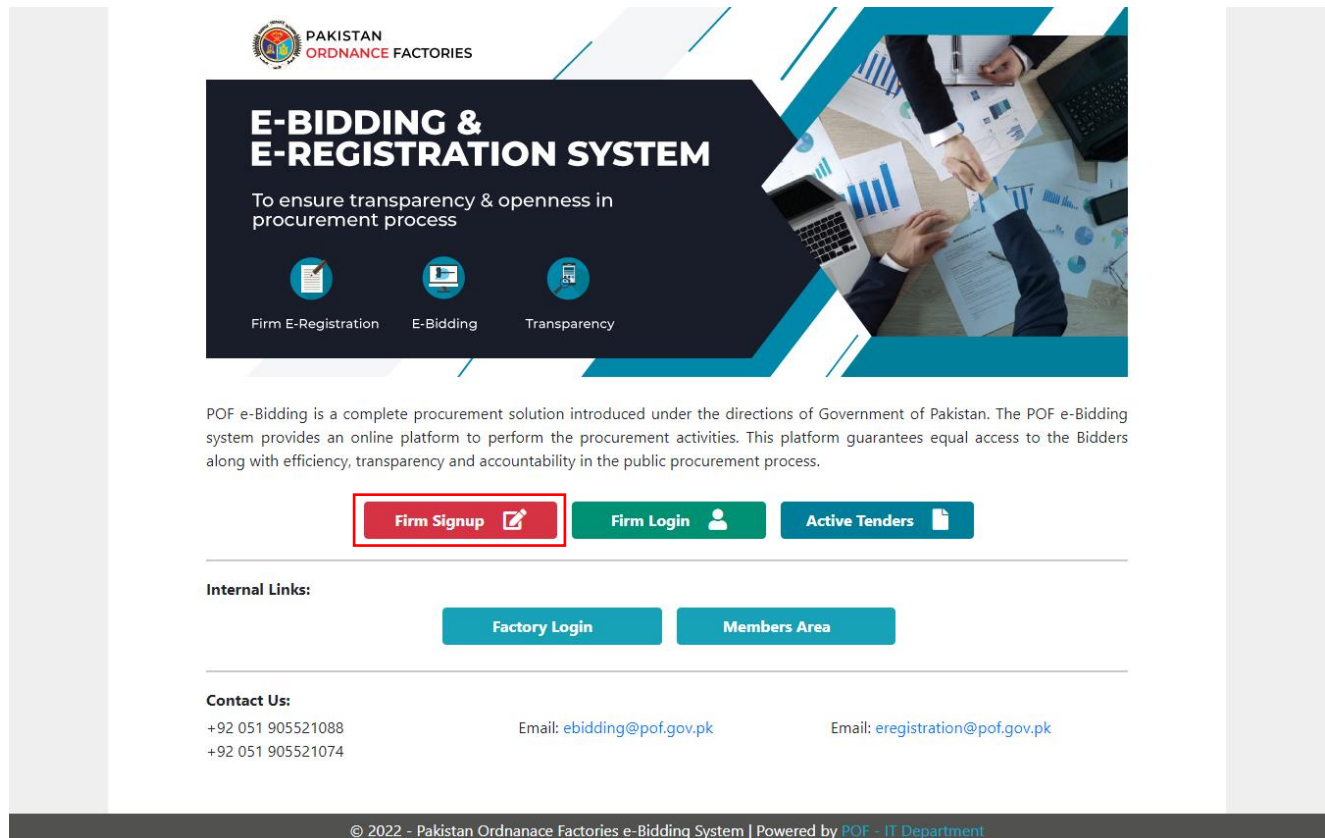
http://ebidding.pof.gov.pk/

2

Supplier Signup Form

Click on Firm Signup on home page of e-Bidding system. Form of signup will be opened.

3

Registration for Login Id

To create new account, fill data in all fields in the login form. As your login password will be shared on email address. Finally click on Signup button at bottom of the page.

a

Firm Status for Login Id

When Firm Status is clicked, some fields relevant to firm status will appear. You must have to fill mandatory fields and then click on Signup Button

2

Supplier Login

4

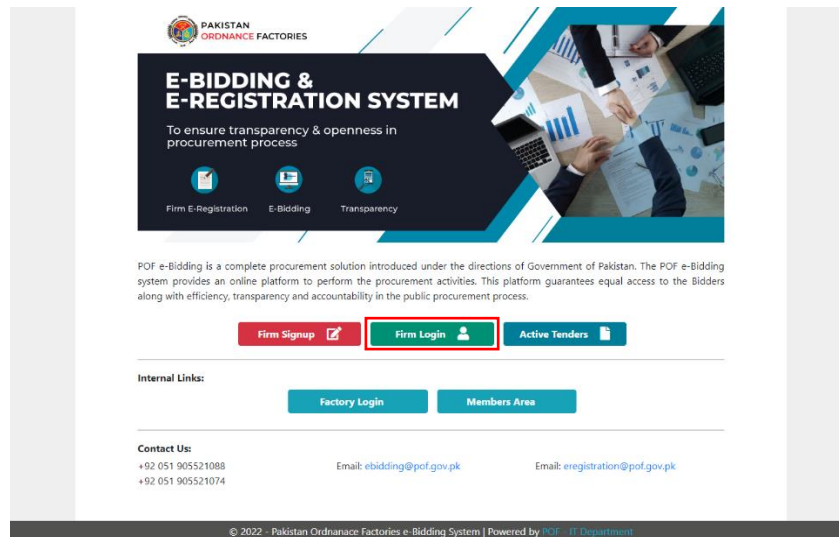After getting registered and attaining password from POFs (on provided email address), Click on Firm Login on home page of e-Bidding System.
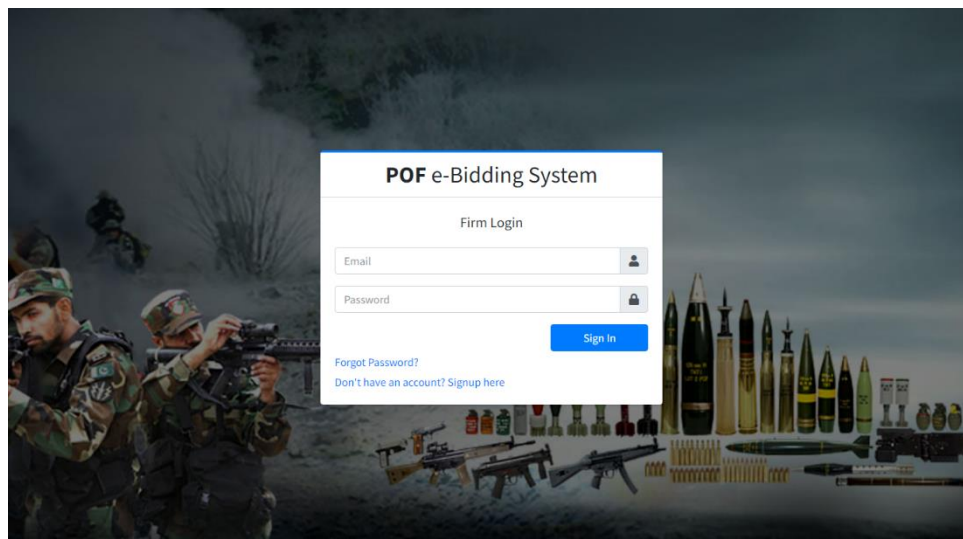
Input Supplier Login Information

5

Enter email address which was submitted by you at the time of Signup. Enter the password provided by the POFs (on provided email address) and then click on Sign In Button. Supplier's Dashboard will be opened.

3

Supplier's Dashboard

6

In Supplier's Dashboard, you can view the updated information & notifications relevant to tenders.

7
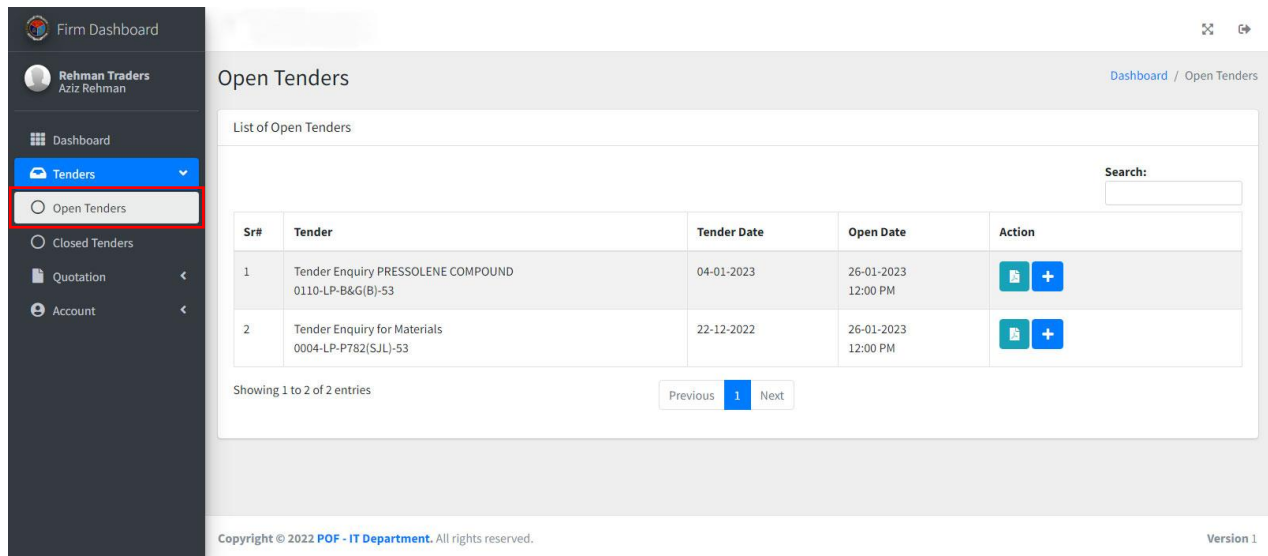
Open Tender.

For Open Tender Information, click on Open Tender Button.

For view the tender, click on button

To create quotation, click on button against the tender

Add Quotation

8

After click on ➕ Button the add quotation form will appear. Enter data pertaining to Quotation and click on Submit Button at bottom of the page. The message "Quotation Submitted Successfully" will be appeared.

Note: Local & Foreign Suppliers have different forms

9

Active Quotations

Active Quotation screen will let you view and delete quotations. To quote against items click on "View tender items

10

Quote Price

After click on view tender item, click on ➕ to add item details.

7

11 Enter Quotation data

Enter quotation data for respective tender item. Click on Calculate Button, after verification of calculations, click on Submit button at bottom of the page.

Note: 1. GST value is mandatory for local suppliers
2. Local & Foreign Suppliers have different forms

Firm Dashboard

Rehman Traders
Aziz Rehman

- Dashboard
- Tenders
- Quotation
  - ○ Active Quotations
  - ○ History
- Account

Tender Items

Dashboard / Tender Items

Quotation Infromation

Tender: 0005-LP-P782(SJL)-53
Dated: 22-12-2022
Opening: 26-01-2023 12:00 PM

Quotation No: 12345
Dated: 11-01-2023
Validity: 11-04-2023

Description of Store: THINNER FOR NITRO CELLULOSE LACQUER HG2-660-80,

Description of Store*

Size*

Specifications*

Origin*

Currency*
-- Please Select --

Quantity*
800

Unit Price*

GST(%)*
17

Calculate

Net Item Price *
NaN

Net Total Price *
NaN

Remarks

Submit

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12

Submission of Quotation

It is mandatory to click on Submit Bid button for submission of Quotation and after this Tender Fee form will appear.

Tender & Bid Money Fee

13

<u>For Local Firm:</u> Upload Technical & Financial quotations (generated from system), Tender Fee & Bid Money details

<u>For Foreign Firm:</u> Upload Technical & Financial quotations (generated from system),

Click on Submit Quotation button for submission of Quotation.

Note*: After Tender closing no changes can be made.*

10

14

Quotation History

After the successfully bid submission the list of Submitted Quotation will show in Quotation History. You can also view Technical Bid by click on Technical Bid Button

	Firm Dashboard			
	Rehman Traders Aziz Rehman			

Quotation History

Dashboard / Quotation History

Quotation Submitted Successfully ✕

List of Submitted Quotations

Search:

Sr#	Tender Details	Quotation Details	Action
1	**Test Tender CMC** **No:** 0051-LP-CMC(P-B)-52 **Dated:** 05-07-2022 **Opening:** 29-01-2023 12:00 PM	**Quotation No:** 124536 **Dated:** 20-12-2022 **Validity:** 20-03-2023 **Net Total Price:** 14508.00 **Submit Date:** 20-12-2022	🖨 Techincal Bid
2	**0004-LP-P782(SJL)-53** **No:** 0004-LP-P782(SJL)-53 **Dated:** 22-12-2022 **Opening:** 26-01-2023 12:00 PM	**Quotation No:** 12345 **Dated:** 11-01-2023 **Validity:** 11-04-2023 **Net Total Price:** 53125.00 **Submit Date:** 11-01-2023	🖨 Techincal Bid
3	**0005-LP-P782(SJL)-53** **No:** 0005-LP-P782(SJL)-53 **Dated:** 22-12-2022 **Opening:** 26-01-2023 12:00 PM	**Quotation No:** 12345 **Dated:** 11-01-2023 **Validity:** 11-04-2023 **Net Total Price:** 33456.00 **Submit Date:** 11-01-2023	🖨 Techincal Bid

Showing 1 to 3 of 3 entries

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