

STEPS TO UPLOAD L&T TENDER

This is the first Log on screen that you get

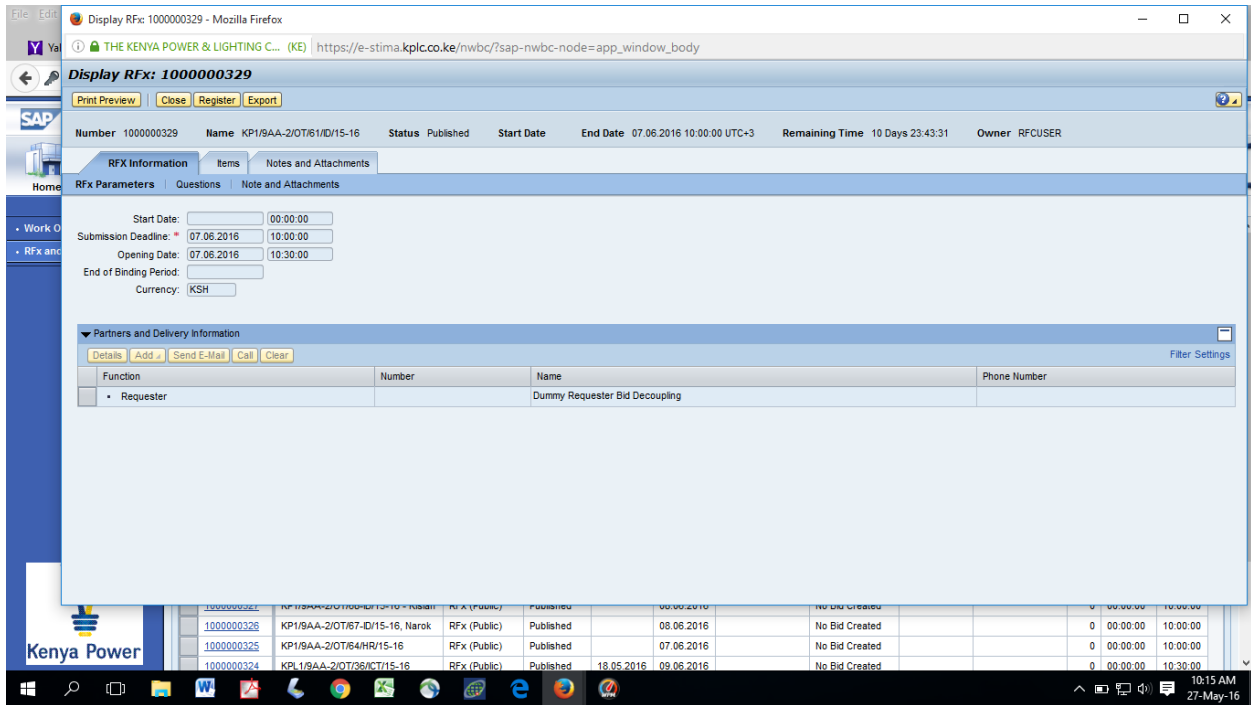
The screenshot shows the SAP Business Client interface for 'THE KENYA POWER & LIGHTING C... (KE)'. The main content area is titled 'eRFxs - All' and includes a search filter section with the following fields:

- Event Number: [] To []
- Event Status: []
- Creation Date: 01.02.2016 To 21.05.2016
- Deadline Date Flag: []
- Status: []
- Response Timeframe: []

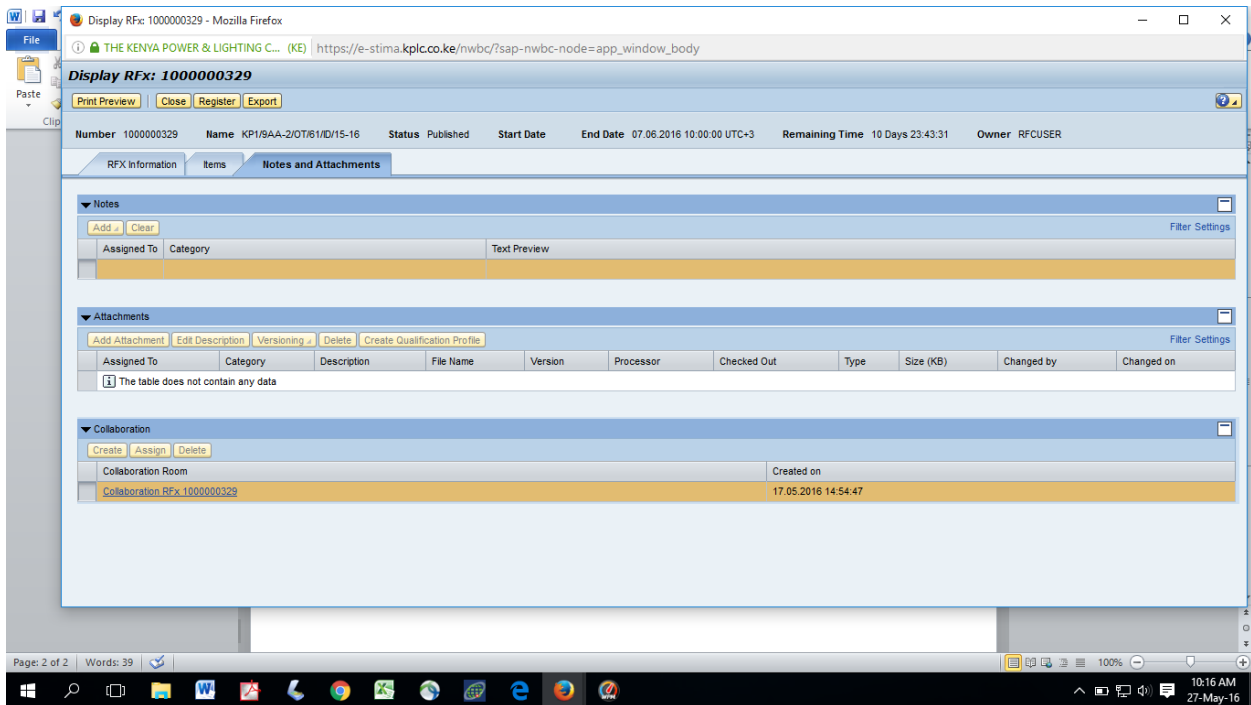
Buttons for 'Apply' and 'Clear' are present below the filters. Below the filters is a table with the following columns: Event Number, Event Description, Event Type, Event Status, Start Date, End Date, Response Number, Response Status, Event Version, Response Version, Q&A, Start Time, and End time.

Event Number	Event Description	Event Type	Event Status	Start Date	End Date	Response Number	Response Status	Event Version	Response Version	Q&A	Start Time	End time
3000000162	KP1/SAA-2/OT/63/PJT/15-16	Prequalification	Published	07.06.2016	07.06.2016	4000008858	Saved			0	00:00:00	10:00:00
1000000329	KP1/SAA-2/OT/61/ID/15-16	RFx (Public)	Published	07.06.2016	07.06.2016		No Bid Created			0	00:00:00	10:00:00
1000000328	KP1/SAA-2/OT/66/1D/15-16	RFx (Public)	Published	07.06.2016	07.06.2016		No Bid Created			0	00:00:00	10:00:00
1000000327	KP1/SAA-2/OT/68-ID/15-16 - Kisian	RFx (Public)	Published	08.06.2016	08.06.2016		No Bid Created			0	00:00:00	10:00:00
1000000326	KP1/SAA-2/OT/67-ID/15-16, Narok	RFx (Public)	Published	08.06.2016	08.06.2016		No Bid Created			0	00:00:00	10:00:00
1000000325	KP1/SAA-2/OT/64HR/15-16	RFx (Public)	Published	07.06.2016	07.06.2016		No Bid Created			0	00:00:00	10:00:00
1000000324	KPL1/9AA-2/OT/58/CT/15-16	RFx (Public)	Published	18.05.2016	09.06.2016		No Bid Created			0	00:00:00	10:30:00

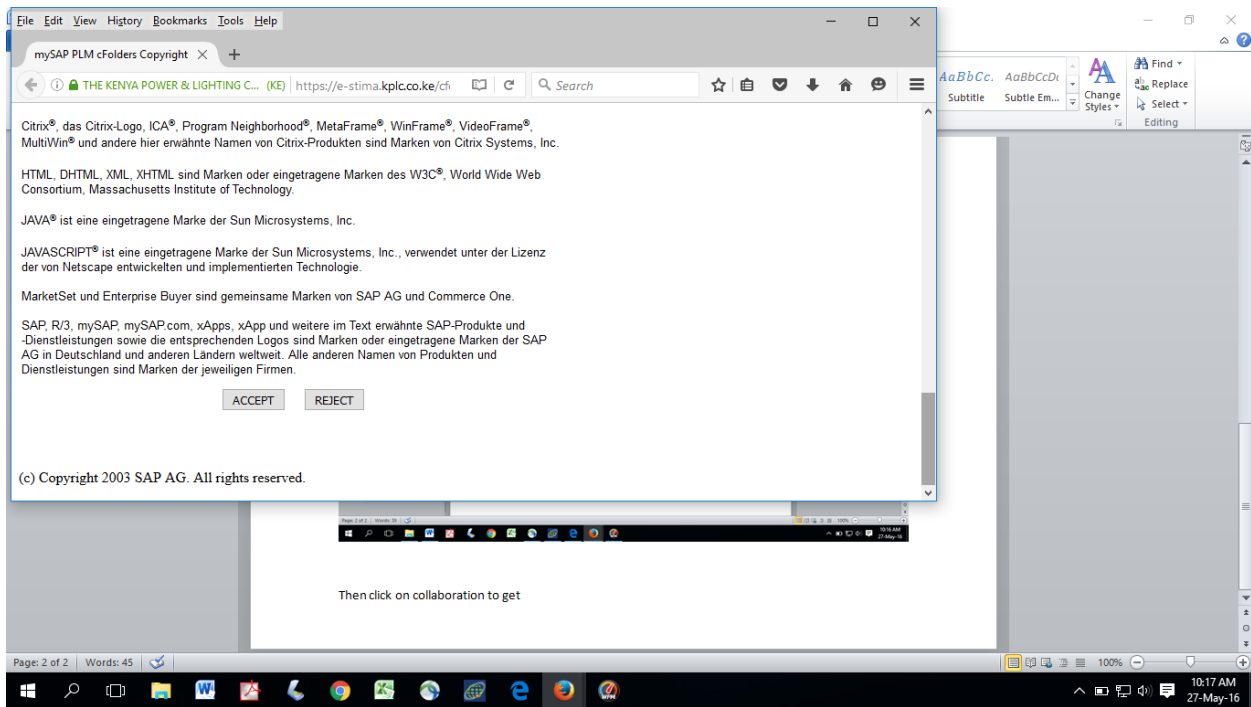
Choose any RFX no. you are responding to (NOT 3000000162) in this illustration 1000000329 was selected.



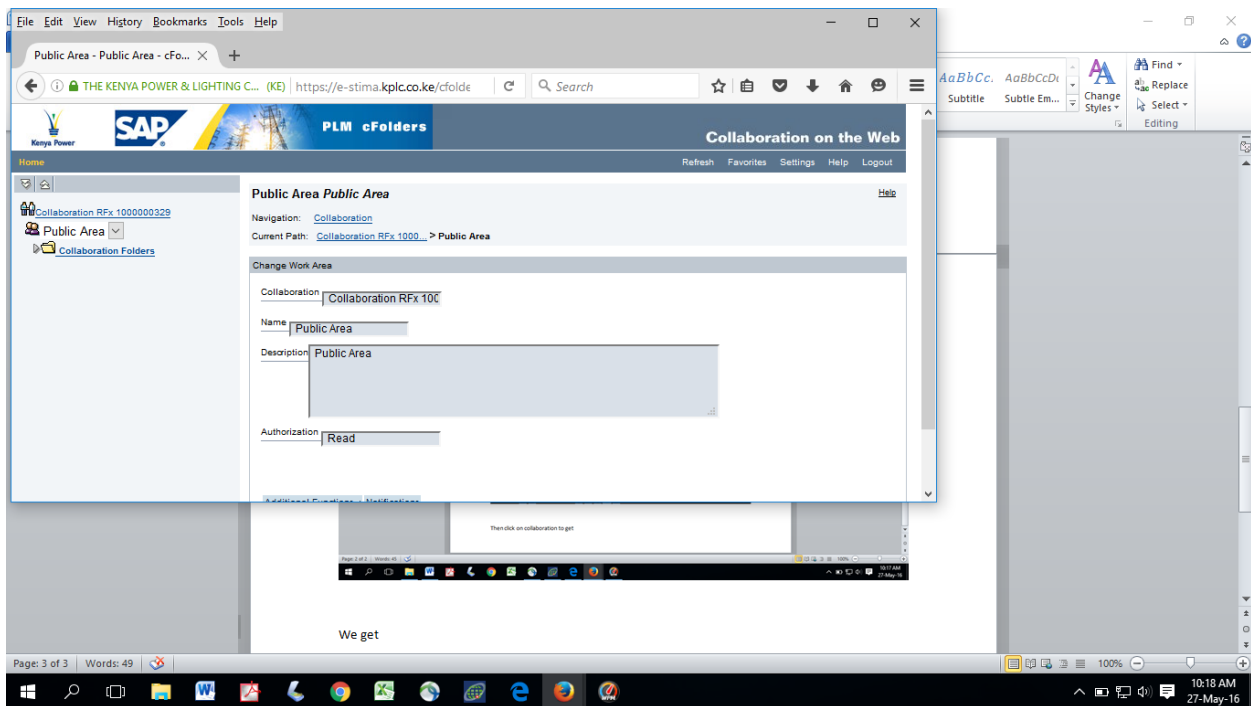
Then click on notes and attachments to get



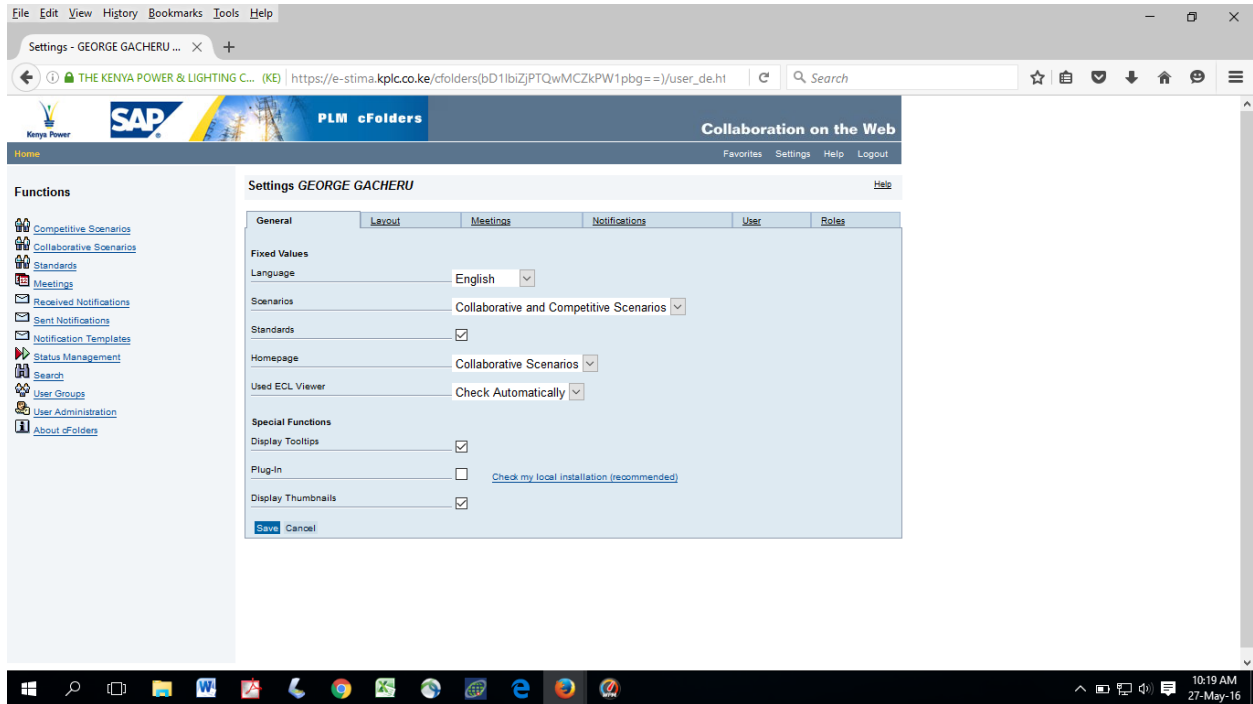
Then click on collaboration to get and accept



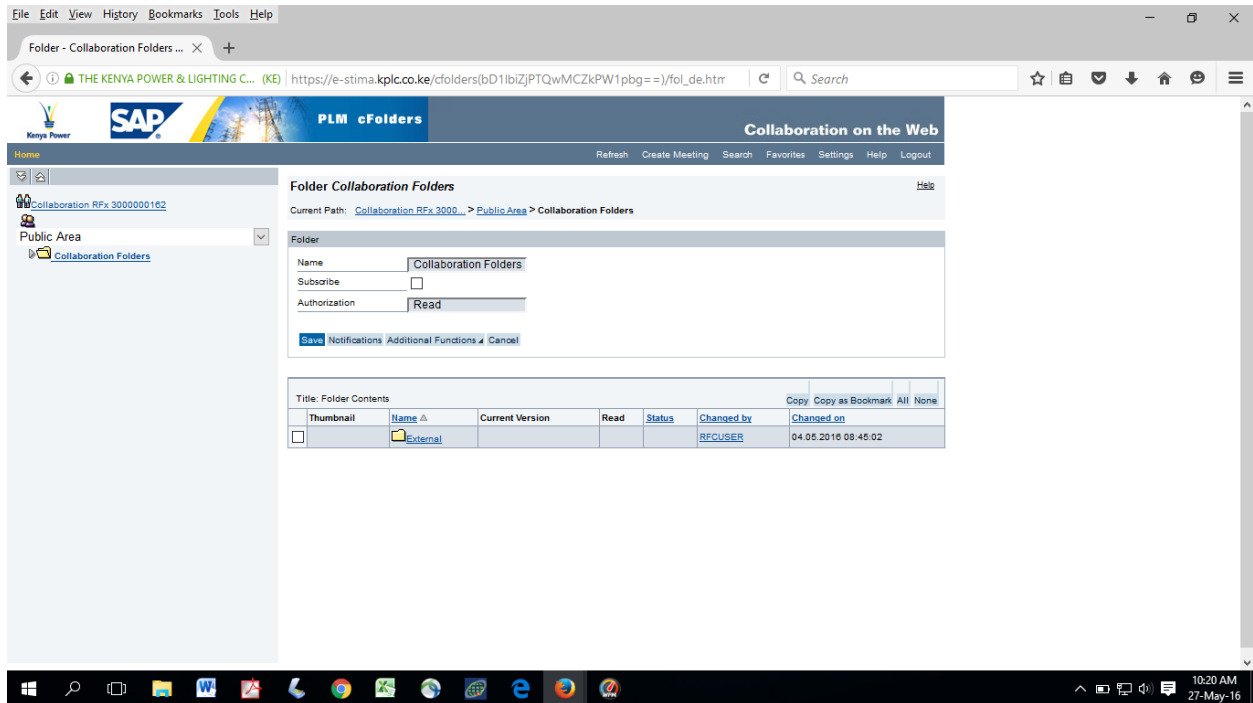
We get



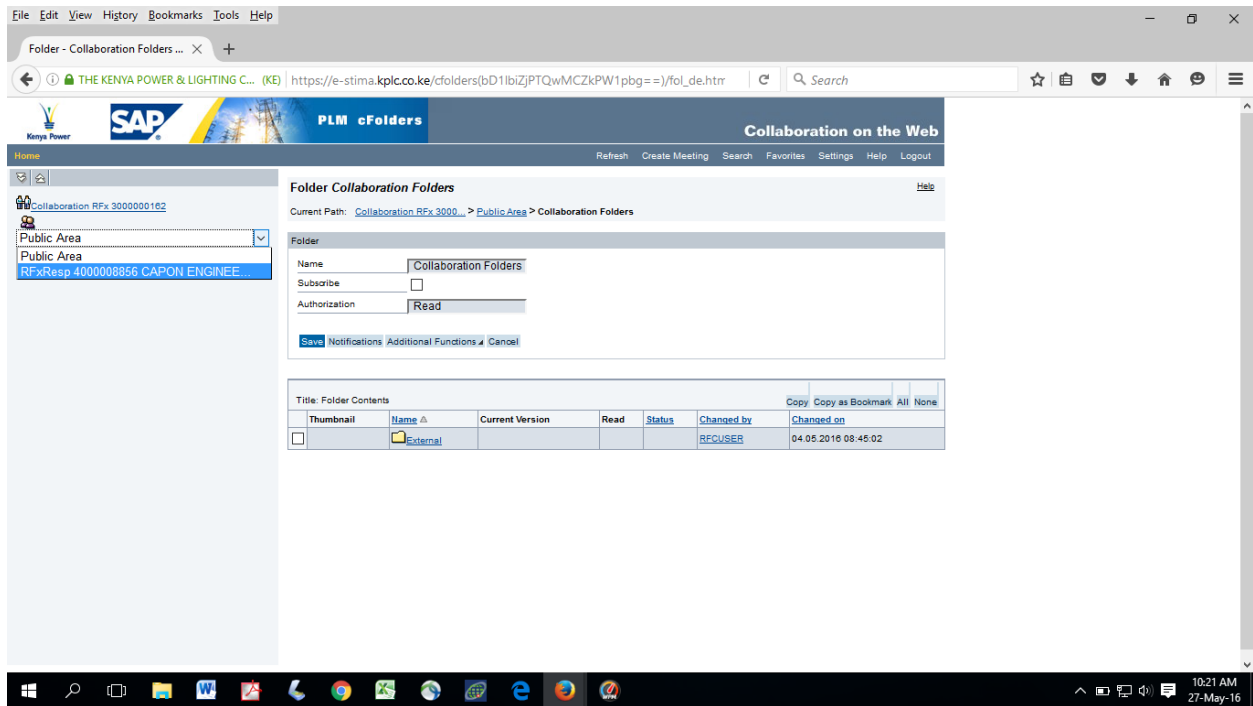
Click on settings then competitive scenarios on the left Menu to get



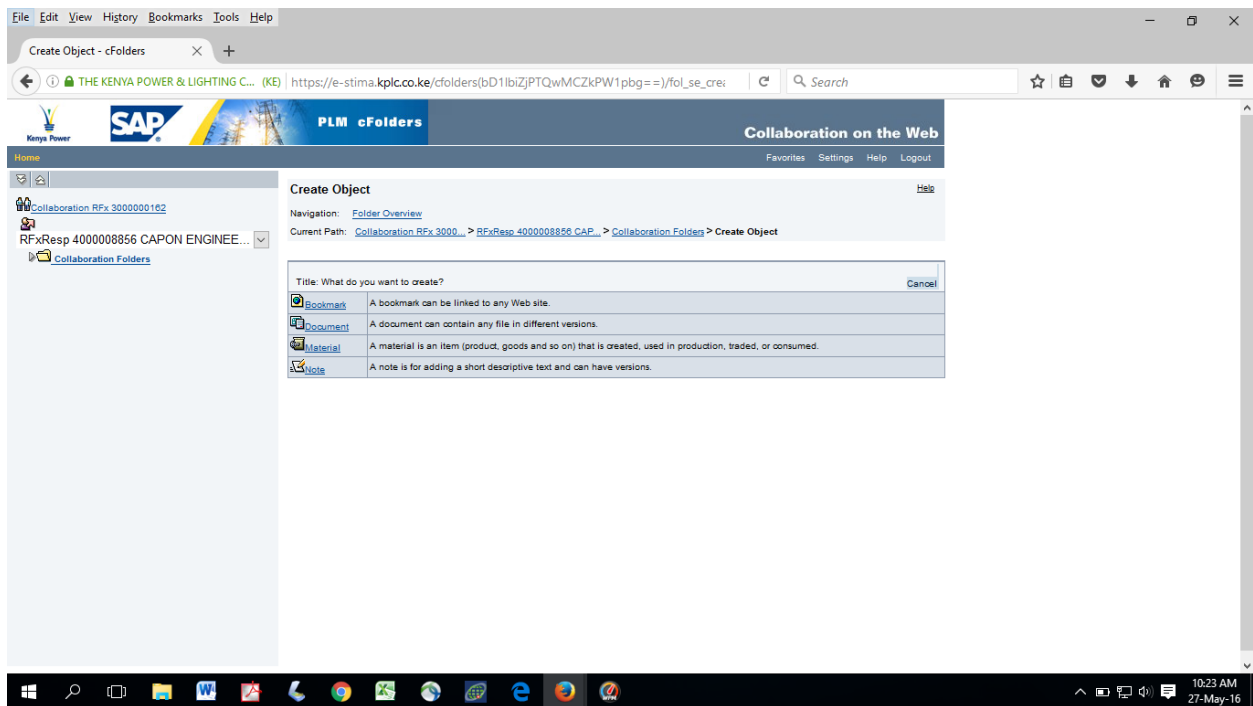
You get a list of RFX as shown. Then select the RFX of your interest (3000000162) to get



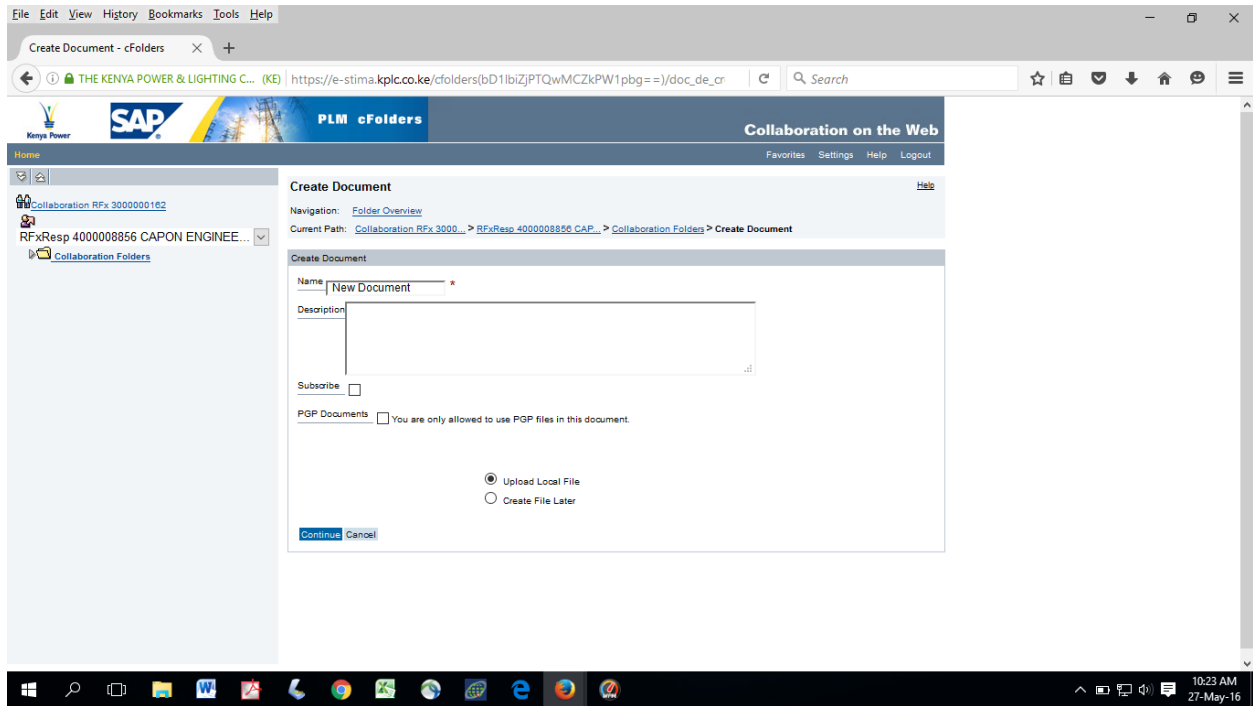
Change the public area section to read your response no as shown below



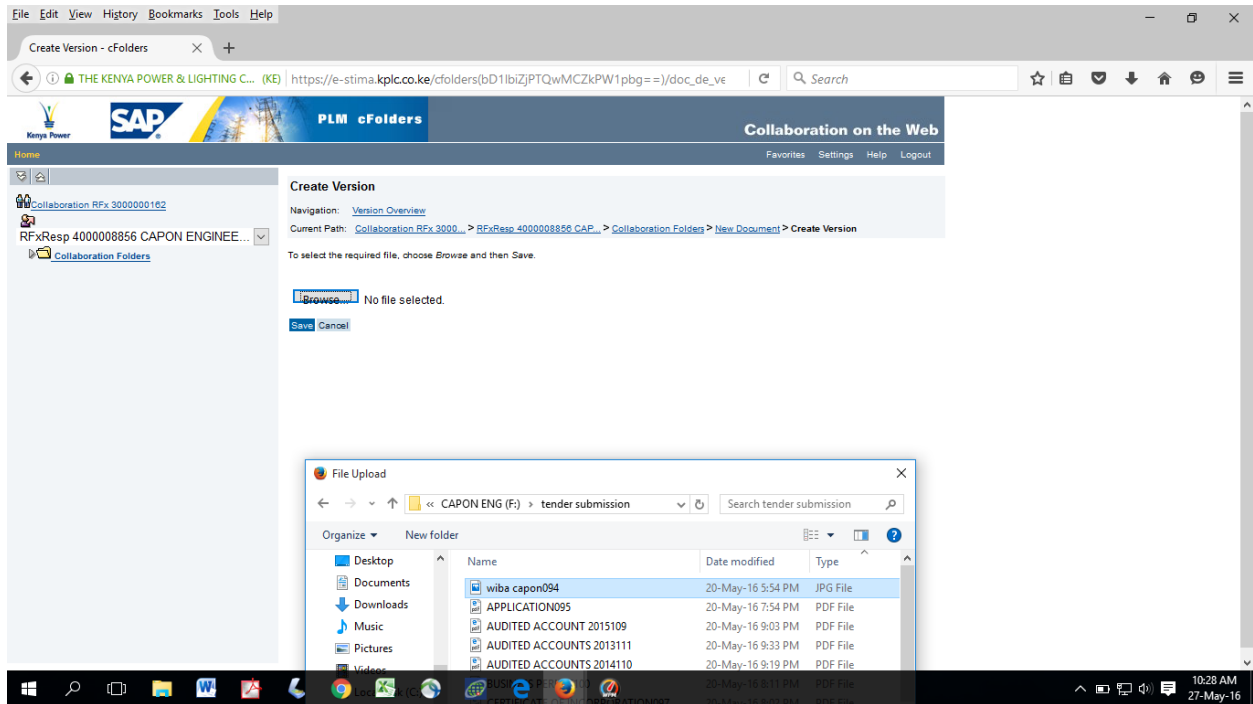
From the screen you may then proceed with the upload through CREATE button to get



Click on document to get



The click on continue... to get the BROWSE button. Select your PDF file from your computer as shown below then save



Your document will be appended in the collaboration folders list. Add your documents accordingly and get back to the RFX and select your response to do your submission.

Click on Edit to get the submit button option.

The screenshot displays the SAP 'Edit RFX Response' interface for RFX Number 4000008856. The interface includes a navigation bar with 'Submit', 'Read Only', 'Print Preview', 'Check', 'Close', 'Save', 'Delete', 'Export', and 'Import' options. Key data points include: RFX Number 4000008856, RFX Number 3000000162, Status Saved, Submission Deadline 07.06.2016 10:00:00 UTC+3, Opening Date 07.06.2016 10:30:00 UTC+3, and Remaining Time 10 Days 23:24:19. The RFX Owner is RFCUSER and the Total Value is 0.00 KSH.

The main content area is divided into several sections:

- Event Parameters:** Includes Currency (KENYA SHILLINGS), Bank Area Code, and Bid Bond Details.
- Status and Statistics:** Shows Created On (23.05.2016 05:15:03 UTC+3), Created By (Mr. GEORGE GACHERU), Last Processed On (23.05.2016 05:15:03 UTC+3), and Last Processed By (Mr. GEORGE GACHERU).
- Partners and Delivery Information:** A table with columns for Function, Number, Name, Valid from, Valid to, and Phone Number. A message indicates 'The table does not contain any data'.

At the bottom, a table lists RFX items:

Item Number	Item Description	Item Type	Status	Created On	Created By	Last Processed On	Last Processed By	Value	Unit	Remaining Time
1000000326	KP1/9AA-2/OT/67-ID/15-16, Narok	RFX (Public)	Published	08.06.2016				0	00:00:00	10:00:00
1000000325	KP1/9AA-2/OT/64/HR/15-16	RFX (Public)	Published	07.06.2016				0	00:00:00	10:00:00
1000000324	KP1/9AA-2/OT/66/CT/15-16	RFX (Public)	Published	18.05.2016				0	00:00:00	10:30:00

Kindly contact the SRM support desk on 0711031344 / 1337 / 1932 for any support.

END.