



Brochure



CONTENTS

Part 1: About Solution	-----	03
Part 2: Features	-----	04
Part 2a: User Privileges	-----	08
Part 3: Technologies	-----	11
Part 4: Screen shots	-----	13

1. About Solution

- ❖ This is the process of making an offer, bid or proposal, or expressing interest in response to an invitation or request for tender. Organizations will seek other businesses to respond to a particular need, such as the supply of goods and services, and will select an offer or tender that meets their needs and provides the best value for money.
- ❖ Tender request documents; also referred to as invitations to tender, Requests for Tender (RTF), Requests for Proposal (RFP) etc. outline what is required, that is, what the requesting organization's needs are. These documents also outline the particular requirements, criteria, and instructions that are to be followed.
- ❖ Future tenders are generally widely advertised to offer opportunities to a number of suppliers, encourage competition and provide a greater pool of offers to select from. Interested suppliers will then prepare a tender; the documents that outline the offer that they are making, and will include pricing, schedules as well as their eligibility for the project or procurement.
- ❖ The submitted tenders are then evaluated with regard to defined criteria, The offer that best meets all of the requirements outlined in the request, and provides value for money should win the contract.

2. Features

- ❖ **Vendor Registration** In this vendor is registered to the particular Tender category based on interest and after registering to the tender, Vendor gets the updates and email notifications for that registered Tender. To get registered to the tender Admin needs to approve the vendor subscription.
- ❖ **Tender Creation** In tender creation process tender creator creates the tender by selecting the tender category, defining the basic information for the tender and by specifying roles and suppliers. Here we can add suppliers who are not in our suppliers list. After creating and assigning tenders to the suppliers, Tender Manager approves the suppliers list. At last tender content is to be filled by the attaching documents and adding tender items and the content for the tender is to be approved by the Tender Manager and with this process Tender is created.
- ❖ **Role Based Dashboards** Role based dashboards are developed for simple and ease in understanding like Admin dashboards for Admin and Supplier dashboard for suppliers.
- ❖ **E-mail notifications** In email notifications, automatic notifications of bid opportunities will be sent to suppliers and any updates regarding registered tender will be sent as email notification and Admin can track the notification and maintain the status of the particular notification like if the notification did not delivered Admin can resend the email notification to the vendor.
- ❖ **Notice Inviting Tender** A notice will be sent to the suppliers like invitation for tender. It is like a call for bids or tenders, it is a special procedure for generating competing offers from different bidders looking to obtain an award of business activity in works, supply, or service contracts.
- ❖ **Tender Publishing** It is also called as Expression of interest (EOI), in tender publishing the approved tender is published to the selected suppliers who had accepted the Request for Information invitation from the tender owner by defining the opening date and closing date for the published tender.

2. Features

- ❖ **Adding Items/Requirements** In this Tender Manager can add the items for particular tender as per the requirement and the added items will be displayed to the vendor to the respective tender.
- ❖ **Technical Qualification** Here Vendor is been asked some questionnaire regarding the tender and based on the vendors company. Requires suppliers to complete a Pre-Qualification Questionnaire (PQQ) before they are allowed to tender. By attending this process Tender Analyst analyses the performance of the Vendor and vendor needs to fill the information by attaching some documents it required.
- ❖ **Final Tender Submission** Here vendor comes to the final part i.e. submitting tender and before submitting, Vendor prepares the tender for bidding and should submit the tender before Tender closing date and time.
- ❖ **Tender Evaluation** Tender Analyst evaluates the tender by analysing the entire submitted bids to the Tender Manager. After that tender analyst studies the supplier historical performance and as well as supplier submitted RFI and compare the submission prices.
- ❖ **Modification Of Bid** In this bidding can be modified by any user like vendor and Tender Authority. And Vendor can make the changes regarding bidding only before the tender closing date.
- ❖ **Viewing Corrigendum/Addendum Online** Here we can make the modifications in online like in Corrigendum we can make the corrections that are larger and significant and we can remove the phrases or text from the description, Now An *addendum* is placed at the end of published material as additional information or documentation and this is not needed in the original work but it adds more depth to the subject.
- ❖ **Audit Reports** In this we maintain the audit reports for the this Management System, it helps a lot to improve the this system. Like it establishes clearly the objectives for the tender and chooses which firms to invite to tender based on clear criteria and the views of investors, and there are so many ways to improve the system by doing auditing and maintaining auditing inspection reports.

2. Features

- ❖ **Supplier Search** In supplier search vendors can be able to search the required data like details of the tenders and much more. And can Search the database of suppliers to find possibilities of submitting bids.
- ❖ **Request For Information(RFI)** It is usually used at the planning stage of a **procurement** activity, as the first step in the vendor selection process. An **RFI** is primarily used to gather information to help make a decision on what steps to take next. RFIs are therefore seldom the final stage and are instead often used in combination with the following: request for proposal (**RFP**) and request for quotation (**RFQ**).
- ❖ **Request For Proposal(RFP)** A request for proposal (RFP) is a document that solicits proposal, often made through a bidding process, by an agency or company interested in procurement of a commodity, service, or valuable asset, to potential suppliers to submit business proposals. It is submitted early in the procurement cycle, either at the preliminary study, or procurement stage.
- ❖ **Request For Quotation(RFQ)** A request for quotation (**RFQ**) is a standard business process whose purpose is to invite suppliers into a bidding process to bid on specific products or services. An RFQ typically involves more than the price per item. Information like payment terms, quality level per item or contract length may be requested during the bidding process.
- ❖ **Upload or Download Capability** Here upload and download functionality is present in this system as we can upload the documents for filling the information and in download we can download the attachments which are needed for our requirements.
- ❖ **Automatic Notifications of Bidding Opportunities** Here the alerts will be sent to the subscribed vendor regarding the tender information and bidding information. And if any new procurement is going to happen we can get the notifications according to the tender category.

2. Features

- ❖ **Status Tracking Capability** In this feature we can track the status for all the vendors to whom we had sent the notification and emails. And Notification delivery tracking ensures vendors have received updates, documents, and addenda.
- ❖ **Tender Awarding** is the method used during procurement in order to evaluate the proposals (tender offers taking part and award the relevant contract. Usually at this stage the eligibility of the proposals has been concluded. An evaluation team will examine each tender received and make recommendations to the Tender Authorities as to which represents the best tender. Tender Authority will award the contract based on this advice. Once the contract has been awarded, the successful and unsuccessful tenderers will be notified.
- ❖ **Bid Online** Here we can bid anywhere and at any time during tender opening and closing dates. And the port will be available at 24/7. We can View online the bids of competitors after opening of Priced Bids.
- ❖ **Choosing Publishing Settings For The Request** Here we can manage the request by giving the options like Private request, Publish request and restricted public request for the Request for Information and Request for Proposal. In this way we can choose the types of vendors who can view the requests for the particular Tender.
- ❖ **Defining Tender Calendar** In tender calendar we need to define tender opening and closing dates for the suppliers to submit the tender, suppose if vendor submits the tender after closing date, it doesn't accept the tender and in between the opening and closing dates bidding process goes on.
- ❖ **Multiple Data Input** Here we can add multiple data as input to the system for filling the information and the bid details and attachments of documents etc.

2a. User Privileges

Module	Feature	Super Admin	Supplier
RFI	ADD RFI	✓	
	Publish RFI	✓	
	Submitted RFI's		✓
	View and Submit RFI	✓	
RFP	ADD RFP	✓	
	Publish RFP	✓	
	Submitted RFP's	✓	
	View and Submit RFP		✓
RFQ	ADD RFQ	✓	
	Publish RFQ	✓	
	Submitted RFQ's	✓	
	View and Submit RFQ		✓

2a. User Privileges

Module	Feature	Super Admin	Supplier
Tender	Add Tender	✓	
	Publish Tender	✓	
	Submitted Tender	✓	
	Submit Tender		✓
	Resend Notifications	✓	
Subscriptions	Add Subscriptions	✓	
	Approve Subscriptions	✓	
	Subscribe		✓
Auctions	Add Auctions	✓	
	Publish Auction	✓	
	Submitted Auction	✓	
	View & Submit Auction		✓

2a. User Privileges

Module	Feature	Super Admin	Supplier
Procurement	Add Procurement	✓	
	Publish Procurement	✓	
	Submitted Procurement	✓	
	View & Submit Procurement		✓
Others	Manage Users	✓	
	Manage Category	✓	
	Manage Supplier	✓	
	Manage Unit	✓	
	Manage Item	✓	
	About Us	✓	
	FAQ	✓	
	Contact Us	✓	

3. Technologies

This is a Web based solution which is built using Microsoft .NET technology with MVC and bootstrapping framework.

this can be accessed using –



Any latest version of the web browser including IE, Chrome, Safari and Mozilla

Windows Environment
Desktops and Laptops



Any Mobile Devices

3. Technologies

Hardware

- ❖ Windows machine
- ❖ Minimum 4 GB RAM
- ❖ HDD 100 GB

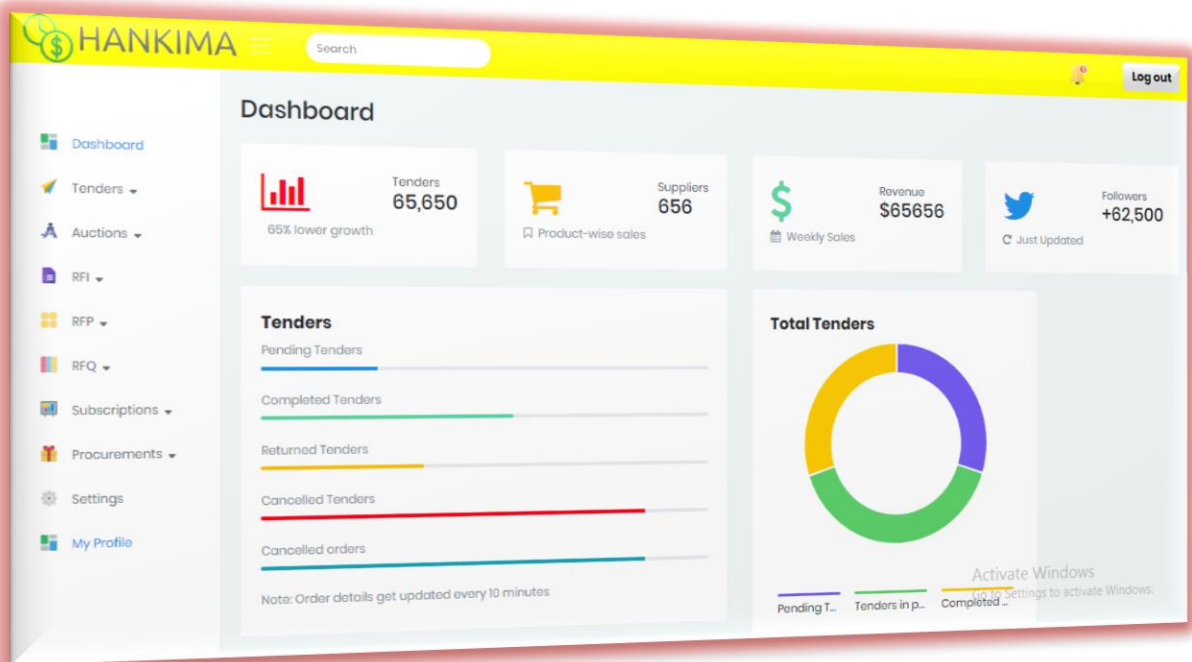
Software

- ❖ Windows OS, IIS
- ❖ SQL Server
- ❖ Latest web browsers of Chrome and Safari

Hosting Server

- ❖ Windows 2012 Server
- ❖ SQL Database: Standard Licence, 250 GB Database
- ❖ API Management
- ❖ 1 Core Processor, .75GB RAM, 19 GB HDD
- ❖ Up to 500GB backup

4. Screenshots



Dashboard

Tenders 65,650
65% lower growth

Suppliers 656
Product-wise sales

Revenue \$65656
Weekly Sales


Followers +62,500
Just Updated

Tenders

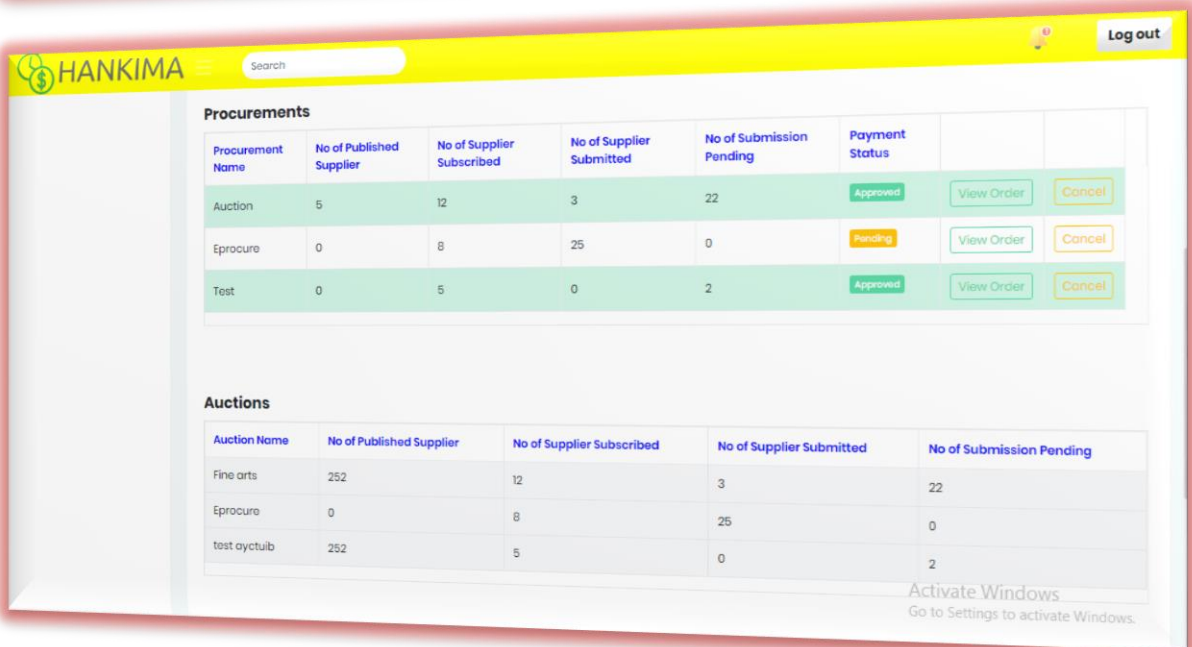
- Pending Tenders
- Completed Tenders
- Returned Tenders
- Cancelled Tenders
- Cancelled orders

Note: Order details get updated every 10 minutes

Total Tenders



Activate Windows
Go to Settings to activate Windows.



Procurements

Procurement Name	No of Published Supplier	No of Supplier Subscribed	No of Supplier Submitted	No of Submission Pending	Payment Status		
Auction	5	12	3	22	Approved	View Order	Cancel
Eprocure	0	8	25	0	Pending	View Order	Cancel
Test	0	5	0	2	Approved	View Order	Cancel

Auctions

Auction Name	No of Published Supplier	No of Supplier Subscribed	No of Supplier Submitted	No of Submission Pending
Fine arts	252	12	3	22
Eprocure	0	8	25	0
test ayctuilb	252	5	0	2

Activate Windows
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4. Screenshots

HANKIMA Search Logout

Auction Name	No of Published Supplier	No of Supplier Subscribed	No of Supplier Submitted	No of Submission Pending
Fine arts	252	12	3	22
Eprocure	0	8	25	0
test ayctuib	252	5	0	2

RFIs,RFPs,RFQs

Legend: Pink, Blue, Yellow

Auctions

Richard V. Welsh
Manager
Online

- Dashboard
- Widgets
- Forms
- Buttons
- Tables
- Charts
- Icons
- Typography
- Sample Pages
- Settings

Tender Details

Add New Tender

Company	TenderRefNo	TenderName	OpeningDate	ClosingDate	ExtensionDate	Status	ModifiedBy	DateModified		
AGH	NP2017	NON PHARMA TENDER 2017	10-Dec-2016	12-Jan-2017		Active	Super Admin	12-Jan-2017 10:11 AM	Edit	Delete
AGH	P2017	PHARMA TENDER 2017	01-Oct-2016	03-Nov-2016		Active	Super Admin	23-Oct-2016 08:22 AM	Edit	Delete
AGH	P2017	PHARMA TENDER 2017	01-Oct-2016	03-Nov-2016		Active	Super Admin	23-Oct-2016 08:22 AM	Edit	Delete

Activate Windows
Go to Settings to activate Windows.