



Zycus Supplier Network (ZSN) Supplier guide





TABLE OF CONTENTS

Chapter 1. Register as a potential supplier on Zycus Supplier Network (ZSN)	3
1.1 Assigning iSource Access to Specific Contacts	9
Chapter 2. Register on ZSN from CAG's Invitation	12
Chapter 3. Editing Supplier Profile on ZSN	15
Chapter 4. Responding to Tenders or Quotations on ZSN	18
Chapter 5. Recall Submitted Proposals	22
Annex A – List of Product & Services Categories	23



Chapter 1. Register as a potential supplier on Zycus Supplier Network (ZSN)

- ZYCUS Contact Us Already Registered? Login Below END-TO-END SUPPLIER Email Address MANAGEMENT PORTAL Password ø Grow your business Forgot Password Resend activation link New user? Create a new account Register © 2017 - Zycus Inc., All Rights Reserved emPowered by ZYCUS
- 1. Click on **Register** to create a new account.



2. Enter the required fields and click on **Register.**

	ZYCUS	IS				
END-TO-END SUPPLIER MANAGEMENT PORTAL Manage & track orders. Manage vour relationships. Create & track invoices. Track your payments. Grow your business. Manage User? Login in to your account		Register with our Supplier Network Email Address john.banking@globaltech.com Password Please answer 5 + 1 =	ø	 To be verified Min 8 characters Min 1 capital letter Min 1 numeric Min 1 special character 		

3. On successful registration, an email with the activation link will be sent to the email address.

Dear User, Thank you for registering with the Zycus supplier Network. Please use the link below to activate your account. Link: https://zsn-demo.zycus.com/guest/activate/4b616d72-d982-42c7-8a08-73e97d3919a7 This activation link is valid only for 30 days. Please activate your account within 30 days of receiving this mail. Regards, Zycus Supplier Network You have received this email because the email address krishma.maniar@zycus.com was subscribed for email notifications for this supplier company on Zycus supplier network. In case of any issues, please contact Zycus helpdesk at tech-support@zycus.com



4. Click on the link to activate your registration. Key in your email address and password and click on **Login**.

ZYCUS	Contact Us	
Login to your Supplier Network Account Image: Wour account is activated now.Please login to access the account.	END-TO SUPPLIE MANAG ⊘ Managa & tr	- END ER EMENT PORTAL ack orders.
Email Address john.banking@globaltech.com Password	 Manage you Create & trac Track your p Grow your bit 	r retationships. k invoices. ayments. usiness.
Login Forgot Password Resend activation link	New user? Create a ne Register	w account
© 2017 - Zycus Inc., All Rights Reserved	emPowered by ZYCUS	

5. Fill in the mandatory fields under Account Details and Settings, and click Submit.

15			Contact Us Logo
Account Details & Settings			
First Name *		Last Name *	
John		Banking	
Display Name *		Designation *	
John B		Manager	
Phone *			
2238943425		Fax	
Time Zone *		Number Format *	
America/Los_Angeles	V	#,###,###.##	v
Date Format *		Time Format *	
MM/dd/yyyy	V	24 Hours	T
Currency *		Language *	
US Dollar	~	English (US)	Ψ
		a la secta	



6. Select Changi Airport Group (Singapore) Pte Ltd and click Let's Get Started.

🔹 Rate Us 🖬 My Dashboard 🗎	Manage Companies 🔹 😧 John B 👻	😯 неф 👻
✓ Your Profile has been updated successfully.	×	
Thank you for registering on our Supplier Network. Please create your company profile for demosuite to complete the registration process. Select customer to proceed.		
Profile Incomplete demosuite		
LET'S GET STARTED I'LL DO THIS LATER		

7. Fill in the mandatory fields under **Company Registration Form** and click **Create**.

	ім My Dashboard 🌐 Manage Com
Company Registration Form	
* Indicates required field	
Company Information	
* Company	GlobalTech
* Address Type	Head Quarter Address (HQ) $$
* Address1	42 LORONG LOW KOON
Address2	
Address3	
PO Box Number	
* Country	Singapore V
* State	Singapore - No State
* City	Singapore
* Zip / Postal Code	70096
* Business Phone	75855458
Business Fax	
	Create Back
Accept the terms and condition.	
I have read an	nd I agree to the above Continue Cancel



- 9. Upon clicking **Continue**, you will be required to enter other information.
 - a. **Company Tab** Fill additional mandatory fields in Company details that are Company Registration No, Company Registration Certificate and Country of Incorporation.

Company *	Address *	Product & Services *	Financial		
Company Details *	Company Details				
Shareholder Information	Global Supplier Identifier	r 368		Company Registered Name *	123 COMPANY
Doing Business As	Company Registration No Entity No. (UEN) *	o. / Unique		Company Registration Certificate *	Browse
Supporting Documents	Country of Incorporation	•	~		
					indicates mandatory fields and

b. Address Tab – You may add in more contact details if required.

[Note: You may create contact details tagged to different contact type, e.g. Payment advice (GIRO) for the contact to receive notifications regarding payment advice, etc.]

Company *	Address	s* Produ	ct & Services *	Financial		
All Locations *	Showing	Add Showing Co	ontact Details f	or All Locations		۲
Contact Details *	Add New	Showing Conta	ct Details for A	ll Locations		^
	Address Ty	For Address *			~	
	ROAD,	Contact Type *	Pa	vment Advice(GIRO)		
		First Name *	PO	DURCING		
		Middle Name				
		Last Name *				
		Title *				
		Email *				<u> </u>
		Dhone Number *				·
						Save Cancel

Supplier Portal Access should also be granted to the contact so that they are able to access the ZSN portal to manage their contact details.

[Note: For a specific contact to access the **My Events** page to view sourcing opportunities, please grant **iSource** portal access.]

ld Showing Contact Det	tails for All Locations	×
Base language	V	
Date Format	V	
Number Format	V	
Currency		
Supplier Portal Access?	Yes No Which modules on Supplier Portal will be accessible? * My Profile (SIM)	
	* indicates mandatory fiel	ds



c. **Products & Services Tab** – Select and add the category. You may select more than 1 category.

Company *	Address *	Product & Service	rs * Financial				
Product & Services *	Add New						
	Selected Product &	Services	Add New Product & Servic	es Category		8	
	CATEGORY ID					-	regory NAME Actions
			Search By: Name V	Containing V it	Search		
			A Search results more than 50 re	cords. Please refine your search.			
			Name Name		 Code 		
			Accessory - Health & Fitness		18101300	^	
			Bluetooth Heart Rate Monitor		18101310		
			Company Funded Employee I	lenefits	12000000		
			Company Funded Fitness Ber	efits	12100000		
			Company Funded Other Bene	fits	12110000		
			Company HR Benefits		12120000		
			Company Insurance Benefits		12130000		
			Company Provided Benefits		12140000		
			Computer Display Monitor/LC	D	19101011	~	
			Selected				
					Add	ancel	

[Note: You may refer to Annex A for the list of categories.]

10. Click on **Save & Submit** once you have completed all the mandatory fields.

Save as Draft	Save & Submit	Cancel

[Note: Clicking **Save as Draft** will only save the form on draft status; the request will not be sent to CAG for approval.]



1.1 Assigning iSource Access to Specific Contacts

1. Once CAG has approved the request, please login again and go to My Accounts-> Changi Airport Group (Singapore) Pte Ltd

\leftarrow	> 🕐 🗎 zsn.zycus.com/home						□ ☆	= Z O	
	ZYCUS			\star Rate Us	벤 My Dashboard	💼 Manage Companies 🔻	😫 cag 🔻	😯 Help 🔻	Â
ŝ	my accounts			All Customers	•				
Ê	Changi Airport Group (Singapore) Pte Ltd								
				:	CONNECT AS	POTENTIAL SUPPLIER		:	
		1							
		Id .32167	Event Type RFQ	Open Date 30/03/2018					
		Id .32165	Event Type AUCTION	Open Date 30/03/2018		No Records to Display	/		
		Id .32164	Event Type RFQ	Open Date 30/03/2018					

2. Click on My Companies tab and click on Edit under actions

	ZYCUS				네 My Dashboard	📰 Manage Comp	oanies 🔻 😫	CAG 🔻 🍞 Help 🔻
	My Requests		My Companies	Completed Request	s 🖉 My Alerts			Need help with this page (2
f ∰	GSID	Company Na	ame 🔶	Created On \Rightarrow	Last Edited On 🔅	Company Status	Created As	Actions
	1	TEST 1ST SU	P	27/03/2018	29/03/2018	Active	Operational	<u>View</u> <u>Edit</u>
								Page 1 of 1 > >

3. Click on Address -> Contact Details tab

	ZYCUS							🔟 My Dashboard	🏥 Man	age Compar	nies 🔻	8	CAG 🔻	0	Help 🔻	
-	You are here: My Profile > Edit S	Supplier Deta	ils													
	Company * Address * Product & Service							Financial								
# ₩																
	All Locations *	ns														
	Contact Details *	Add Ne	w													
		For Address	Contact Type	First Name	Middle Name	Last Name	Title	Email	Phone Number	Phone Extension	Cell Number	Fax	Fax Extension	Time Zone	Base language	E F
		(HQ)42 LORO	Others	CAG		Supplier	М	CAGSupplier2@zycus.com	56789							



4. Scroll to the right and click on 🙎 under Actions

	ZYCUS						La	<u>I</u> My D	ashboard	🏥 Ma	inage Com	npanies 🔻	θ	CAG 🔻	🕜 He	lp 🔻	
_	You are here: My Profile > Edit S	Supplier Det	ails														
	Company *	A	ddress *		Product 8	k Ser	vices		Financial								
Ê	All Locations * Contact Details *	ions * Showing Contact Details for All Locations Details * Add New															
			Phone Number	Phone Extension	Cell Number	Fax	Fax Extension	Time Zone	Base language	Date Format	Number Format	Currency	Supplier Portal Access?	Portal Login Status	Modules Assigned	Action	s
		/cus.com	56789										Yes	Created	SIM	2 [3

5. Scroll to the bottom and click on the check box My RFXs and auction (iSource) and click on save

	ZYCUS		🕍 My Dashboard 🛛 🛗 Manage Compan	ies 🔻	9	CAG	• ?	Help ▼
<u>_</u>	You are here: My Profile > Edit S	Supplier Details						
<u>~~</u>	Company *	Edit Showing Contact Detail	Is for All Locations	×				
	All Locations * Contact Details *		🖲 Yes 🔘 No	^				
		Supplier Portal Access?	Which modules on Supplier Portal will be accessible? *		oplier tal	Portal Login	Modules	Actions
			My RFXs and auction My Profile (SIM) (iSource)		ess?	Status Created	SIM	
			* indicates mandatory fi	elds	2			
			Save	Cancel				
		K					indicates m	> andatory views

6. Click on Save & Submit.

	ZYCUS						Lau	I My C	ashboard	🏥 Ma	inage Com	ipanies 🔻	θ	cag 🔻	😯 Help	•
<u>_</u>	You are here: My Profile > Edit S	upplier Deta	ails													
	Company *	A	ddress *		Product 8	& Serv	vices		Financial							
Ê	All Locations *	Showi	ng Conta	act Detail	s for All	Loc	ations									
	Contact Details *	Add Ne	w													
			Phone Number	Phone Extension	Cell Number	Fax	Fax Extension	Time Zone	Base language	Date Format	Number Format	Currency	Supplier Portal Access?	Portal Login Status	Modules Assigned	Action
		ycus.com	56789										Yes	Created	SIM,iSource	
		<												* inc	licates manda	> tory views
	Save as Draft Save &	Submit	Cance	el												



7. You will now be able to view events published by CAG from **My Events** -> **View Sourcing Events** -> **CAG**.

1	my events	
	View Sourcing Events	<
#	CAG	
	View Downloads	~
.		



Chapter 2. Register on ZSN from CAG's Invitation

1. You will receive an email with the registration link when CAG creates your account.

Dear {Supplier Contact Name},

Welcome to the Zycus Supplier Network. CAG would like to invite {supplier company name} to register as their supplier on the network.

By proceeding with the registration, you, on behalf of {supplier company name} (the "Applicant"), hereby declare that:

(i) the individual who is requesting this account, is authorised by the Applicant ("Authorised Representative") at all times to use and access any of the services and information provided by and through the Zycus Supplier Network in accordance with the Terms and Conditions for use of the CAG Supplier Portal and the Zycus Supplier Network Terms and Conditions;

(ii) the Authorised Representative has the capacity and authority to make offers and enter into binding contracts on behalf of the Applicant; and the information provided about the Authorised Representative and the Applicant is true and accurate as at the date hereof.

Please proceed with the registration to create your account on the Zycus Supplier Network by filling in basic details via the link below.

Link: https://staging-zsn.zycus.com/guest

Upon successful registration, you will receive an e-mail with the activation link. You can access the portal only after activating your account.

Regards, Zycus Supplier Network

2. Open the link from the email and fill in the required information.

A Contraction of the second	ZYCUS			Contact Us Helj	p
END-TO-END SUPPLIER MANAGEMENT PORTAL		Register with our Supplier Network Email Address krishma2@zycus.com		To be verified	
 Manage & track orders. Manage your relationships. Greate & track invoices. Track your payments. 		Password Please enter Password	ø	Min 8 characters Min 1 capital letter Min 1 numeric	
⊘ Grow your business. Netw USEr? Create a new account		Confirm Password Please answer 9 + 4 = 1 agree to the terms and conditions	ø	Min 1 special character	
		Register			
© 2017 - Zycus Inc., All Rights Reserved		emPowered by Z YC US		Terms of Use Privacy of Use	e



3. Upon successful registration, an email with the activation link will be sent to the email address.

```
Dear User,
Thank you for registering with the Zycus supplier Network. Please use the link below to
activate your account.
Link: https://zsn-demo.zycus.com/guest/activate/4b616d72-d982-42c7-8a08-73e97d3919a7
This activation link is valid only for 30 days. Please activate your account within 30
days of receiving this mail.
Regards,
Zycus Supplier Network
You have received this email because the email address krishma.maniar@zycus.com was
subscribed for email notifications for this supplier company on Zycus supplier network. In
case of any issues, please contact Zycus helpdesk at tech-support@zycus.com
```

4. Click on the link to activate your registration. Key in your email address and password and click on **Login**.

ZYCUS				Contact Us	Help	
Login to your \$ Email Address krishma2@zycus.c	Supplier Network Account	_				END-TO-END SUPPLIER MANAGEMENT PORTAL
Password		Ø				 Manage your relationships.
						Create & track involces.
Login						Track your payments.
Forgot Password	Resend activation link					New user? Create a new account
						Register
© 2017 - Zycus Inc., All Right	s Reserved		emPowered by ZYCUS			Terms of Use Privacy of Use



5. Fill in the mandatory fields under Account Details and Settings, and click Submit.

CUS			Contact Us Logout
Account Details & Settings			
First Name *		Last Name *	
John		Banking	
- Display Name *		Designation *	
John B		Manager	
Phone *			
2238943425		Fax	
Time Zone *		Number Format *	
America/Los_Angeles	-	#,###,###.##	T
Date Format *		Time Format *	
MM/dd/yyyy	Ŧ	24 Hours	~
Currency *		Language *	
US Dollar	~	English (US)	~

6. You will see the **ZSN Dashboard** page as shown below:

	ZYCUS			\star Rate Us 🛛 🖾 My Dashboard	🛅 Manage Companies 🔻	😫 Krishma M 🔻 🖓 He	lp 🔻 💧
C		eproc2014	•				
		÷					
		SUPPLIER REQUESTS	ALERTS		÷		
		No Records to Display		No Records to Display			
		CONNECT AC DOTENTIAL CURPLIED					
		CONNECT AS FOTENTIAL SOFFELER					
		No Records to Display					
		re record to organy					



Chapter 3. Editing Supplier Profile on ZSN

1. Open ZSN by using the URL <u>https://zsn.zycus.com/guest</u> and enter your credentials to login

ZYCUS	Contact Us	Help	Language	English (US)	~	
Login to your Supplier Network Accoun Email Address	t					END-TO-END SUPPLIER MANAGEMENT PORTAL
Password 🤗	5					Manage & track orders. Manage your relationships. Context R. track involves
Login						Grow your pusiness.
Forgot Password ? Resend activation link						New user? Create a new account

2. Click on **My Account** -> **CAG** from the sidebar.

			\star Rate Us 🖾 My Dashboard 🗎 Manage Companies 🔻 🕄 Puneet	• 🕜 Help •
2	my accounts		All Customers 👻	
	CAG	ding Tasks 15 Tasks	view by By Customer 🗸 🗸	
Ê		CAG		
		15 Pending Tasks		
<u>^</u>		18/100088		
		17/100036		
		/ PO		
C		17/100035		
		/ PO		



3. Click on My Companies and Edit

				և ա My Dashboard	📰 Manage Compa	nies 🔻 😫 Pu	uneet 🔻 🍞 Help 🔻
ŝ	My Requests	My Companies (Completed Requests	🔎 My Alerts			Need help with this page ?
	GSID	Company Name 🗢	Created On 🔅	Last Edited On 🔶	Company ¢ Status	Created As	Actions
	154	XIAMEN AIRLINES INTL TRAVEL SERVICE CO, LTD	12/02/2018	-NA-	Active	Potential	<u>View</u> <u>Edit</u>
Ê	169	WORLD TRAVEL AND TOURISM COUNCIL LTD	12/02/2018	-NA-	Active	Potential	<u>View</u> <u>Edit</u>
	155	VIETJET AVIATION JOINT STOCK CO	12/02/2018	-NA-	Active	Potential	<u>View</u> <u>Edit</u>
	124	UNIVERSAL TRAVEL CORP PTE LTD	12/02/2018	13/02/2018	Active	Operational	<u>View</u> Edit

4. You will be able to edit all fields in the ZSN except for **Bank Details**. For addition / edits to bank details, please approach CAG.

[Note: To add local bank details, please submit the original duly-signed copy of the Direct Credit Authorisation Form to CAG. You may retrieve the form via **My Reference -> View Customer Documents -> CAG** from the side bar.]

					🔸 F	Rate Us 🛛 🔟 My Dashboard
	my reference documents			A	ll Customers	•
	View Customer Documents	~) EVENTS		1	SUPPLIER REQUESTS
C	View Reference Links	~	- Closed Event Id 1110103392	Event Type RFI	Open Date 23/03/2018	GSID 17
			- Closed			IMATCHPOINT LTD - Approve
					\star Rate U	Is 🔟 My Dashboard 🏥 I
-				CAG		•
	My reference documents					
	Direct Credit A	uthoris	ation Form			



5. Please note that whenever a new contact detail is added, an email with the registration link will be sent to the email address of the new contact. The new contact may follow the steps detailed under Chapter 2 to set up their account.



Chapter 4. Responding to Tenders or Quotations on ZSN

1. Click on **My Events -> View Sourcing Events -> CAG** from the side bar.

[Note: Please refer to Chapter 1.1 if you are unable to view **My Events** page]

🗾 Z)	rcus Supplier Network × +										-		;
•	https://staging-zsn.zycus.com/home						C Q	Search		合自 4	î	0 =	=
		_				•	Rate Us	네네 My Dashboard	🖹 Manage Companies 🔻	😫 dsa 🔻	🕜 Help	•	Ŷ
•	my events			All Customers	•								
	View Sourcing Events	,	÷										l
m	CAG		CONNECT AS POTENTIAL SUPPLIER	:	SUPPLIER REQ	JESTS		:					l
	View Downloads				GSID 17	HLTD Approved	Requested 0 18/07/2017	'n					
			No Records to Display		IMATCHPOINT I GSID 56	TD - Approved	Requested 0 22/01/2018	'n					
					W.H. BRENNAN	& CO (PTE) LTD - J	Approved						
					3 of 3 records disp	alayed	29/01/2018	view More					l
			ALERTS	:	SOURCING EVE	INTS		:					l
					Test Event - Op Customer CAG	Event Id 1110101386	Event Type RFQ	Open Date 08/02/2018					
			No Records to Display		Customer CAG	Event Id 1110101044	Event Type RFQ	Open Date 30/01/2018					
					test event22 - Customer CAG	Closed Event Id 1110101036	Event Type RFQ	Open Date 30/01/2018					
https://so	urce-staging.zycus.com/isource4/mysupplier/s	upplierLogin.pfm?tenantId=4ba454f5-1!	ie7-4a27-8568-025a9fbf49cd&redirectionPage=Event_PAGE8	ksupplierContactId=5103528	3 of 23 records di isFromZSN=true&	played		View More					~
	O Type here to search	4 📼 🚊 🍕) 🔕 🦛 📧 💷 🚳	ą.						^ ⊻	¶⊒ d <mark>∎</mark> 1:1	5 PM	

2. The list of tenders or quotations will be listed. You may search for an event using the Event Title. Click on **Enter Event** to access the event.

[Note: The status of an event will be updated as **Closed** once the closing date and time has lapsed.]

Event List Found 23 record								Bave Filters
Event ID 💠	Name 🗢	Owner 🗘	Open Date	Close Date	Туре 🕆	Invite Type	Status	Action
Event ID	Name	Owner			Filter			
1110101386	Test Event	Power User	08/02/2018 10:41	09/02/2018 04:00	RFQ	Invited	Open	Enter Event
1110101044	1147.4	Denick Lim	20/01/2018 12:00	21/01/2018 14:00	REO	Broadcasted	Closed	Niew Event



3. Upon clicking **Enter Event**, you will have to accept the terms and conditions listed first before viewing the requirement specifications.

After reviewing the requirement specifications, you may click on **Confirm Participation** to submit your responses.

RFQ: 1110103673 Event Management_31st Mar 2018 To confirm participation accept all Terms and Conditions.		(00:46:32
Terms and Conditions	Status	Action	
CAG Supplier Portal Terms and Conditions w.e.f. 2 April 2018.pdf	No Action Taken Yet	🛛 Accept 🛛 😣	Reject 🖳 Download
Conditions of Contract_Quotations.pdf	No Action Taken Yet	🖉 Accept 🛛 😣	Reject 🖳 Download
		K	Page 1 of 1 > >
Preview (Other Attachments and RFX Preview will be available after all Terms and Condi	tions are accepted)		
		Confirm Par	ticipation Decline Participation

4. After confirming participation, you will be able to click on **Prepare Response** for each section.

You are here: My Events > Prepare Re	You are here: My Events > Prepare Response							
Supplier Checklist On Confirm Participation	RFQ : 1110103380 Neog Round 1 Prepare responses for all the sections in the event.	Go to eForum (0 New)						
Prepare Response Prepare responses for all the sections in the event.	Please select the currency you want to bid in O Bidding Currency: Singapore Dollar							
Submit Response		🗓 All question(s) answered 🦞 Optional question(s) not answered 📵 Mandatory question(s) not answered						
RFQ Summary	6 1.0 Pricing Section Status : OPEN Type : Pricing	Completion Status : (1/1 (Mandatory), 0/0 (Optional)) Prepare Response Bid Ready for Submission						
Event Status: Open								
Open Date: 23/03/2018 10:06		Go to Submit Response						
Close Date: 28/03/2018 20:00								
Owner: Power User								

Contact: -



5. Key in your responses and click on **Go to Submit Response.**

[Note: Pricing responses should be keyed in under the pricing table. If there are more information to be submitted, you may also upload attachments by clicking on **Upload Event** *Level Attachments*.]

🖭 RFQ	: 111010	3380 Neog	Round 1				_					
Draft	Export	Import	t Draft	Pr	int 🛛 📉 Buyer's Attacl	hments	1	Upl	oad E	event Level Attach	ments(0)	
Bidding C Decimal F	urrency: Precision:	Singapore [2	Dollar									
Importa	nt: Kindly	export the	draft aga	in in cas	se the event has been pa	used and	republi	shed t	o fill t	the responses via	excel import.	
	G 1 of andatory (1	1 Pricing /1) Optional (0/	 D)									
) Mandato	ry Quest	ions										
RFQ(Public) :	1110101386 T	est Event	Russer's Attests	nentr(0)	Intend Funct Level Attachments (***					Even	My E	vents My Downloa 3 10:51 (Africa/Asm
	Import Dra	rt 🧰 Print 🔯	Buyer's Attachn	nents(0)	Opioad Event Level Attachments(0)							, relation
ABC Corp	It - You have us	ed 8 Character	re									Add Commer
Job Character Lin	it - Tou have us	eu o character	15									
.2 s ISO certified?												
Yes 🗸												Add Comme
1.3 Enter Lot Na	me											
1 Completed / 1	Total Item(s))											
Unit Cost	Fixed Cost											
n			Item Specifica	ation	Baseline Costs [Singapore Dollar]	Demand Info	ormation			Pricing Information		Total Cost
			Spec 1							Unit Cost	Transport Cost	
Item No.	Item Name	Item Description	Value	UOM	Target Price	Price Type	Est Qty	Qty	UOM	Value	Value	({Unit Cost}+{Tr
1	Name	Description				Bulk	1,00	1,00	UOM	10.000,00	12,00	10.012,00
< Export Lo	t to Excel	Import Lot from Exe	cel								Showing Items 1 to 1 of	1 4 4 <u>1</u> + 4
Back to Me	Response	Go									🔶 Back to Top 🛛 Go	to Submit Respons
- outer to I view	- recaponation											



6. Click on **Go to Submit Response** to submit your response for the event.





Chapter 5. Recall Submitted Proposals

1. Click on **My Events -> View Sourcing Events -> CAG** from the side bar.

Zyc	us Supplier Network \times +												-	۵	×
(+) ()	https://staging-zsn.zycus.com/r	home						C Q	Search		☆ €	6 ₽	î 🕅	0	≡
								Rate Us	Littl My Dashboard	Manage Companies	e de	sa 🔻	O Hel		î
		1													
•	my events				All Customers	•									
	View Sourcing Events	~		÷											
Ê	CAG			CONNECT AS POTENTIAL SUPPLIER		SUPPLIER REC	QUESTS		:						
	View Downloads	~				DELL INFOTE	CH LTD Approved								
						GSID 17		Requested 18/07/2017	On						
						IMATCHPOINT	LTD - Approved								
				No Records to Display		GSID 56		Requested 22/01/2018	On						
						W.H. BRENNA	N & CO (PTE) LTD -	Approved							
						GSID 88		Requested 29/01/2018	On						
						3 of 3 records di	splayed		View More						
				ALERTS		SOURCING EV	/ENTS		:						
						Test Event - O	Open								
						Customer CAG	Event Id 1110101386	Event Type RFQ	Open Date 08/02/2018						
						UAT 4 - Close	d								
				No Records to Display		Customer CAG	Event Id 1110101044	Event Type RFQ	Open Date 30/01/2018						
						test event22	- Closed								
						Customer CAG	Event Id 1110101036	Event Type RFQ	Open Date 30/01/2018						
https://sou	ce-staging.zvcus.com/isource4/mvsupp	olier/supp	ierLogin.pfm?tenantId=4ba454f5-15	e7-4a27-8568-025a9fbf49cd&redirectionPage=Event_PAGE	8supplierContactId=5103	2 of 23 records of 28 records of 28 records of 28 records	displayed		View More						
	Type here to search		J 🖸 🔚 🄇) 🗞 🦛 🗷 📧 🤹 🔊	ą.							^ 🛛	다. 1: (8) 예약	16 PM -Feb-18	\Box

2. You may search for an event using the Event Title. Click on **Enter Event** to access the event.

Event List Found 23 record								Te Save Filters
Event ID +	Name +	Owner ©	Open Date	Close Date	Type ¢	Invite Type	Status	Action
1110101386	Test Event	Power User	08/02/2018 10:41	09/02/2018 04:00	RFQ	Invited	Open	Enter Event
1110101044	HAT 4	Derick Lim	30/01/2018 13:00	31/01/2018 14:00	REO	Broadcasted	Closed	O View Event

3. Click on **Recall Response**. You will then be able to resubmit your responses.

You are here: My Eve	RFQ : 1110103380 Neog Round 1 Submit responses of all sections in the event.	Ime Remaining for Event to Close 3 Days
 View Resport Submit Response 	ses	All question(s) answered Y Optional question(s) not answered R Mandatory question(s) not answered Completion Status : (1/1 (Mandatory), 0/0 (Optional)) View Response Bid Submitted 25/03/2018 16:43 Group Total Price : 4,244.00 Singapore Dollar
RFQ Summary		Recall Response



Annex A – List of Product & Services Categories

Main Category	Sub-Category	Code
Airport Specialised	Aircraft Docking Guidance System (ADGS)	1010100000
Systems	Airfield Ground Lighting Control Monitoring System (ALGCMS)	1011101010
	Airfield Lighting System (AFL)	1012100000
	Automated Passenger Clearance System (FAST)	1013100000
	Baggage Handling System (BHS)	1014100000
	Fixed Gangway	1015100000
	Flight Information Central System Upgrade (FCSU)	1016100000
	Integrated Information Display System (IIDS)	1017100000
	Passenger Loading Bridge	1018100000
	Skytrain	1019100000
Business &	Business Advisory & Accreditation	1110100000
Professional	Finance, Banking & Insurance	1111100000
Services	Healthcare Services and Supplies	1112000000
	HR Services	1113101000
	Legal	1114101000
	Professional Services	1115100000
	Real Estate & Surveying	1116100000
	Tax & Audit	1117100000
Construction &	Construction, Additions & Alterations works	1210100000
Development	Construction-related consultancy	1211100000
	Construction-related Services	1212100000
Facility Maintenance &	Airconditioning & Mechanical Ventilation (ACMV) System	1310100000
Repair (Hard	Aircraft Pavement	1311100000
Services)	Building Maintenance	1312100000
	Building Management System	1313100000
	Carpark System & Management	1314101000
	Central Clock System	1315100000
	Drainage System	1316100000
	Emergency Generator System	1317100000
	Fault Management Center	1318100000
	Fire Alarm System	1319100000
	Fire Fighting Equipment & Supplies	1320100000
	Fire Protection System	1321100000
	General Lighting System	1322100000
	General Mechanical System	1323100000
	HT Electrical Distribution System	1324100000
	Kinetic Artwork	1325100000
	Lift / Escalator / Moving Sidewalk System	1326100000
	LT Switchboard & Distribution System	1327100000



Main Category	Sub-Category	Code
	Maintenance of Land	1328000000
	Other Plant & Equipment	1329100000
	Public Address System	1330100000
	Roadway System	1331100000
	Structure	1332100000
	Taxi Queue/Management System	1333100000
	Terminal Furniture and Furnishings	1334100000
	Trolley Retrieval	1335100000
	Turf Maintenance	1336101000
	Watermain & Hydrant System	1337100000
Facility	Aquatic Care	1410101000
Management (Soft	Cleaning	1411101000
Services)	Landscaping	1412100000
	Nursery	1413101010
	Pest Control	1414101010
	Signage Programme	1415100000
	Waste Management	1416101010
	Wildlife Control	1417101010
Fleet Management	Shuttle Bus	1510100000
	Specialised Vehicle & Vessel	1511100000
	Utility Vehicle	1512100000
	Vehicle Buy & Maintenance	1513100000
	Vehicle Rental	1514000000
General Services &	Catering & Refreshments	161000000
Supplies	General Services	1611100000
	General Supplies	1612100000
	Safety & Protection	1613100000
IT & Telecom	IT Cloud Solution	1710101000
	IT Consultancy & Professional services	1711100000
	IT Equipment	1712100000
	IT Maintenance	1713100000
	IT Security System	1714101000
	IT Spares & Accessories	1715100000
	IT Systems	1716101000
	Telecom	1717101000
Labour Hire &	Customer Service	1810100000
Services	General Manpower	1811100000
	Taxi/Vehicles Co-ordinators Labour	1812100000
	Trolley Retrieval Services Labour	181310000
Marketing	Collateral, Guides and Brochures	191010000
Communications	Content Creation And Social Media	1911100000
	Corporate Gifts	191200000



Main Category	Sub-Category	Code
	Creative And Digital	1913100000
	Event Management	1914100000
	Marketing Premiums	1915000000
	Media Buying	1916100000
	Public relations	1917100000
Security Systems &	Access Control System	2110100000
Services	Body Scanners	2111100000
	CCTV	2112100000
	Explosive Trace Detectors	2113100000
	Foreign Object Detection (FOD)	2114100000
	Handheld Metal Detectors	2115100000
	Hold Baggage Screening	2116100000
	Perimeter Intrusion Detection System (PIDS)	2117100000
	Security Doors, Barriers, Fences and Gates	2118100000
	Security Services	2119101010
	Thermal Scanners	2120100000
	Threat Containment Vehicle	2121100000
	Walkthrough Metal Detectors	2122100000
	X-Rays	2123100000
Travel &	Accommodation	221000000
Accommodation	Travel Services	2211101000
Utilities & Fuel	Electricity	231000000
	Fuel	2311100000
	Oil & Lubricants	2312000000
	Water & Sewage	2313100000