



المشتري الرئيسي
PRINCIPAL BUYER
طاقة للفد

SPPC eProcurement Portal (ePP)

SUPPLIER GUIDE – Managing field errors

AUGUST - 2024



Importing excel with errors

When importing data from Excel into the RFP Technical and Commercial Response on the ePP, you may encounter the following errors. Please scroll down to locate the error and then click on the 'View Imported Data' option to review the details that have already been uploaded.

Warning: Some of the Questions were not imported correctly. Please review the following report, chec... Detail

RFP: R5 Solar PV RFP - R5 Solar PV RFP Final Submission Running

Upload Help To Create & Import Your Response In Excel Cancel Import Operation View Imported Data

SECTION 2.02.2: FORM SHEET E2.4: MOUNTING STRUCTURE

SECTION 2.02.2: FORM SHEET E2.4: MOUNTING STRUCTURE 3 (FIXED SYSTEM)

SECTION 2.02.2: FORM SHEET E2.4: MOUNTING STRUCTURE 3 (TRACKING SYSTEM)

SECTION 2.02.3: FORM SHEET E3 - ELECTRICAL EQUIPMENT

- HV/MV Transformers - Number of windings -
- The type of Question is not correct. in the Cell A953
- LV/MV Transformers - Number of windings -
- The type of Question is not correct. in the Cell A983

SECTION 2.02.4: FORM SHEET E4 - I&C SYSTEMS

- I&C Equipment - Dimensions of cabinets (LxWxH) - (Unit: mmxmmxmm)
- The type of Question is not correct. in the Cell A1049
- Minimum monitored parameters - Energy yield energy output
- The type of Question is not correct. in the Cell A1066

Click on the 'Save Changes' button to upload all the correctly filled data

RFP: R5 Solar PV RFP - R5 Solar PV RFP Final Submission Running Undo All Changes Save Changes

Your Response is not yet Submitted. To make it visible to the Buyer you must click 'Submit Response'

My Response Summary

	ENVELOPE	INFO PARAMETERS		
1.	Technical Response	Missing mandatory responses (573)		
2.	Commercial Response	Mandatory fields missing (6)	Total Price (excluding optional sections)	0

Response Management Area - You are replying as: My Organisation Only (No consortium)

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Download the Excel form again OR manually enter the missing data

You can again download the excel format again if there are too many errors to be filled via excel and upload it on each RFP...**OR**

The screenshot shows the RFP interface for 'R5 Solar PV RFP SDW - R5 Solar PV RFP Final Submission SDW'. The status is 'Running'. A button labeled 'Online Questionnaire In Excel' is highlighted. Below it, the 'Upload' section is visible, containing a message: 'This screen allows you to download an Excel spreadsheet containing the RFP questionnaire. You may use the spreadsheet in order to populate the online questionnaire.' A button labeled 'Download Online Questionnaire in Excel' is highlighted in the 'File' section.

Manually go into the 'Technical Envelope' and fill the missing fields (by navigating to the fields with errors) and "Save and Return"

The screenshot shows the 'My Response Summary' section of the RFP interface. A table lists the response sections:

ENVELOPE	INFO PARAMETERS	Value
1. Technical Response	Missing mandatory responses (573)	1.30.32
2. Commercial Response	Mandatory fields missing (6)	0
Total Price (excluding optional sections)		0

A message above the table states: 'Your Response is not yet Submitted. To make it visible to the Buyer you must click 'Submit Response''. A 'Submit Response' button is visible in the top right. A text input field with a red border is shown next to the 'Technical Response' row, with 'Save And Continue', 'Cancel', and 'Save And Return' buttons below it. The 'Save And Return' button is highlighted.