



APP A+ Project

STP Group

Vendor RFX(bidding) response & confirm RFX awarding user menu V1.0

Version	Version Description	Responsible Dept.	Team	Maintain By	Version Update on
V1.0	Original	Pulp Commercial	Procurement	Hu Zhenqiang	2019-11-01

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1 Scope

1.1 System

☐ERP ☐MES ☐CRM ☒SRM ☐OA ☐ATMS ☐BPC ☐MDG

1.2 Precondition

- 1、Internet works well
- 2、Legal entities
- 3、Has bidder account



1.3 Object

Any enterprises or organizations had bidder account and be invited to attend the RFX(bidding)

2 Scenarios

Vendor was invited as a bidder to online RFX(BIDDING) response through APP SRM system.

3 Result

Vendor created RFX response and is awarded by APP online. The vendor confirms the awarding in APP SRM system.

4 User Instruction

4.1 Create RFX(bidding) response

4.1.1 When APP issued a new RFX(bidding), the invited vendor will receive an invitation letter with RFX short description, RFX No., quotation/response submit expire time, bidder account and SRM system portal.



金光集团（APP）SRM系统报价邀请函
工作流程系统 收件人: (withheld recipients)

海南建筑工程有限公司:

APP invite you to response our bidding events (Request for RFP quotations(20191108)), RFX No.: 5000001851, Response expire time: 2019/11/08 09:10, Open time: 0000-00-00 00:00:00, more details about bidding/RFX, please visit SRM system. Once you receive this mail, please login APP SRM system and response the RFX before expire time. Thank you for your cooperation!

RFX URL: [http://srmqas.app.com.cn:53200/irj/portal/?](http://srmqas.app.com.cn:53200/irj/portal/?NavigationTarget=OBN//BOSystemAlias=SAP_SRM/BOTechnicalName=qte/Operation=displayrfx&NavMode=3&SAPSRM_BOI)

NavigationTarget=OBN//BOSystemAlias=SAP_SRM/BOTechnicalName=qte/Operation=displayrfx&NavMode=3&SAPSRM_BOI

SRM system portal: <http://www.app.com.cn/app/vendor.html>

Your login ID: VD0000000701

If you find any non-compliance behavior, please report to mail box: GRW@app.com.cn and we promise your report will be kept secret.

2019/11/08

APP China Investment SRM system

4.1.2 Please use IE11 or higher version browser to open the SRM portal. (Click URL:) Input the ID and password, then click log in button.



4.1.3 Click quotation & auction tab above, then click Refresh button. Find and click the RFX No. (Event No.) you need to response. Pls note the end time of the RFX on the right side.

Active Queries

eRFxs All (33) Published (3) Ended (0) Completed (0)

eAuctions All (10) Published (0) Ended (4) Completed (0)

eRFxs - All

Show Quick Criteria Maintenance

View: [Standard View] | Display Event | Display Response | Print Preview | Refresh | Export

Event Number	Event Description	Event Status	Start Date	End Date	Response Number	Response Status	Response Status	Event Version	Response Version	Q&A	Start Time	End time
5000001823	Request for RCP quotations-20191107	Published		2019/11/07		No Bid Created		1		0	00:00:00	09:50:00
5000001825	GXB 白金	Published		2019/11/07	70000000973	Accepted		1	1	0	00:00:00	17:00:00
5000001823	Request for RCP quotations-20191106	Published		2019/11/06	70000000968	Accepted		1	1	0	00:00:00	16:20:00
5000001818	2019年12月国内木片招标测试	Published		2019/11/07		No Bid Created		1		0	00:00:00	10:00:00

4.1.4 After navigate to RFX screen, there is a reminder to ask you to check the attachments first before you create response.

Display RFX :

Close | Reject | Tentative | Create Response | Questions and Answers (0) | Export

⚠ RFX has 1 attachment(s). Please read it carefully before you decide.

RFX Number 5000001828 RFX Name Request for RCP quotations 20191107 RFX Status Published RFX Start Date 2019/11/07 10:00:00 UTC+8

Remaining Time 0 Days 00:22:17 RFX Owner 胡振源 RFX Version Number 1 RFX Version Type Active Version

RFX Information | Items | Notes and Attachments

RFX Parameters | Questions | Notes and Attachments

Time Zone: UTC+8

* Submission Deadline: 2019/11/07 10:00:00

Opening Date: 00:00:00

Currency: USD

* Waste paper source: Imported waste paper

* Payment term: 3L03 L/C, 60 Days After B/L date

* Tax code: J0 0% input tax, China

Incoterms: CFR NINGBO PORT

Incoterm Name: Cost and Freight

Quantity cycle (month / quarter / year):

Bidders cannot change prices: ☐

Partners and Delivery Information

Details | Add | Send E-Mail | Call | Clear

Function	Number	Name	Phone Number
Requester		胡振源	

4.1.5 Please click Notes and Attachments tab to check the attachments. Click the attachments name under description field to download the attachments.

Display RFX :

Close | Reject | Tentative | Create Response | Questions and Answers (0) | Export

RFX Number 5000001828 RFX Name Request for RCP quotations 20191107 RFX Status Published RFX Start Date 2019/11/07 10:00:00 UTC+8

Remaining Time 0 Days 00:22:17 RFX Owner 胡振源 RFX Version Number 1 RFX Version Type Active Version

RFX Information | Items | Notes and Attachments

Notes

Add | Clear

Assigned To	Category	Text Preview
Item02-进口...	Tendering text	进口混合废纸 JAPAN 3#

Attachments

Add Attachment | Edit Description | Versioning | Delete | Create Qualification Profile

Assigned To	Category	Attachment Type	Description	File Name	Version	Processor	Checked Out	Type	Size (KB)	Changed by	Changed on
Document Header	Standard Attachment	Business source file	RCP Quality Standard	RCP Quality Standard.xlsx	1			xlsx	10	52005462	2019/11/07

Collaboration

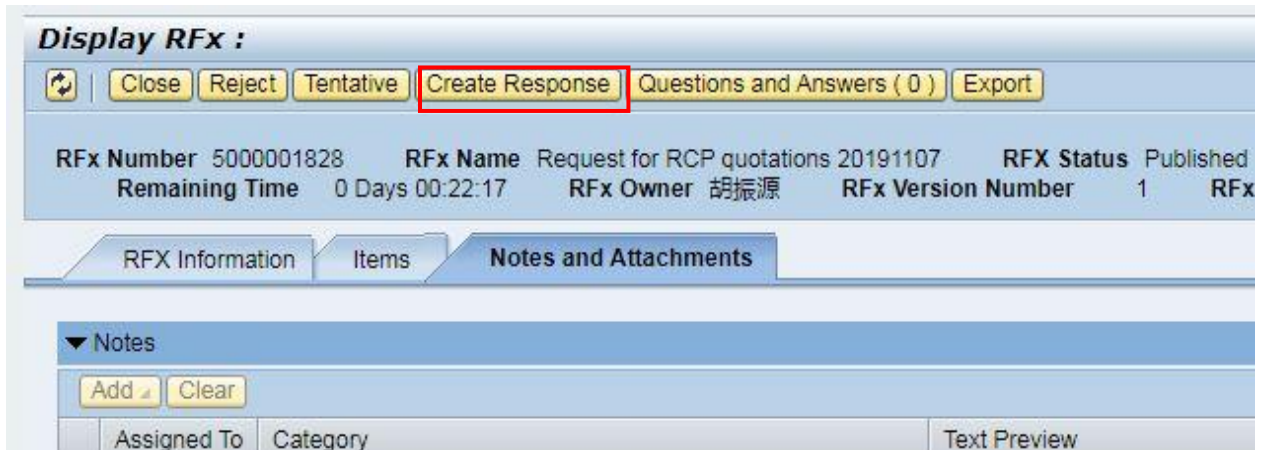
Create | Assign | Delete

Collaboration

Created on

No collaboration has yet been created

4.1.6 Please click create response button to response after you check the attachments and decide to attend the RFX.



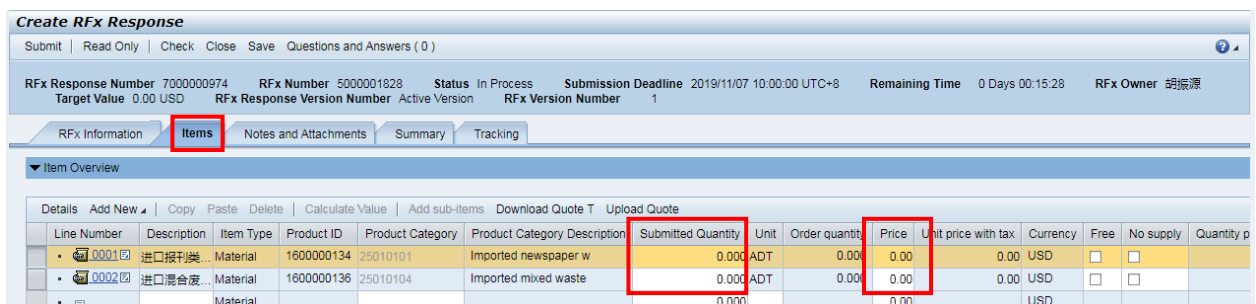
4.1.7 Once you click create response button, the system will require you to read the Bidding notification. If you accept it, please click Yes button to navigate to create RFX response screen.



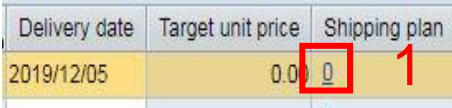
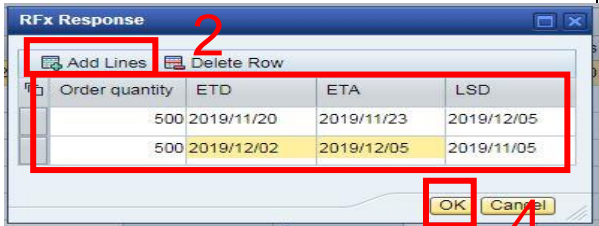
Remarks: If it is a wood pulp supplier, please read carefully before the quotation [APP online system wood pulp bidding instructions]

If it is a supplier of waste paper, please read carefully before the quotation [APP online system waste paper bidding instructions]

4.1.8 Please click items tab and input the fields accordingly.



Field	Description	Mandatory	Options & Purpose
-------	-------------	-----------	-------------------

Submitted quantity	Please input the quantity your company can supply to APP	Y	The quantity you can supply to APP for this bidding item.
Unit price before tax	Please input the unit sales price before tax.	Y	For oversea deals usually the tax rate is 0%, please input the unit price with tax.
Free	If the item your company supply for free, please tick the check box.	N	Once you tick the free checkbox, the price will change to 0.
No Supply	If your company is not able to supply this item, please tick the check box	N	If you select no supply, means you are not able or willing to supply this item.
Delivery date	The LSD of the line item	Y	If your company can supply the item, please input the estimate LSD.
Shipping Plan	Click <u>0</u> , click add lines button, fill in the shipping schedule include ETD,ETA,LSD, click OK to submit.	Y	See below picture
<div style="display: flex; justify-content: space-around; align-items: center;">   3 </div>			
Price per	The unit quantity for the price	N	Please input the unit quantity for the price your quote. E.g: XX price per 1 unit XX price per 100 unit
Payment term	Payment term of the line item	N	APP will set the default payment term. If you can provide better price with other payment term, please select.

Incoterms	The incoterms of the line item	N	<p>APP will set the default incoterms like CFR,FOB etc.</p> <p>If you can provide better price with other incoterms, please select.</p>
Destination port	Specify the corresponding destination port according to different trade terms	Y	Only the suppliers of pulp and waste paper need to fill in the destination port, and other suppliers do not need to fill out.
Main port	Used to distinguish between the main port and the partial port	Y	Only available to suppliers of pulp and waste paper. The main port ID is automatically default. If the supplier believes that it is a partial port, the logo can be removed.
Tax code	The tax code of the line item	N	<p>APP will set the default tax code and the tax description will display the tax rate details.</p> <p>For oversea deals, the tax rate usually is 0%.</p>

4.1.9 If you would like to change the incoterms, you can input the incoterms like CIF, FOB, EXW and etc.

Submission Deadline

2019/11/07 10:00:00 UTC+8

on Number

1

Remaining Time

0 Days 00:15:28

RFx Owner

胡振源


Filter

Expand All

Collapse All



Settings

unit price	Shipping plan	Payment term	Terms of Payment	Incoterms	Trade	Location	Tax code	Tax Description
0.00	Q	3L03	L/C, 60 Days Aft...	CFR	Cost ...	NINGB...	J0	0% input tax, C...
0.00	Q	3L03	L/C, 60 Days Aft...	CFR	Cost ...	NINGB...	J0	0% input tax, C...

4.1.10 If you want to change the standard payment term, please click RFX information tab and click  after terms of payment field.

Create RFX Response

[Submit](#) | [Read Only](#) | [Check](#) | [Close](#) | [Save](#) | [Questions and Answers \(0 \)](#)

 Line 0001: The number of shipping plans 0.000 is not equal to the number of submissions
 Line 0002: The number of shipping plans 0.000 is not equal to the number of submissions

RFX Response Number 7000000974 Target Value 255,000.00 USD	RFX Number 5000001828 RFX Response Version Number Active Version	Status In Process Submission RFX Version N
---	---	---

RFX Information

1 items

[Notes and Attachments](#)
[Summary](#)
[Tracking](#)


[Basic Data](#)
[Questions](#)
[Notes and Attachments](#)

Event Parameters

Validity Period: -

Currency:

Target Value of RFX Response: USD

Terms of Payment:  **2**

Tax code: ☐ 0% input tax, China

Performance bond:

4.1.11 In search criteria, please input *key word* in own explanation field and then click search button. All relevant payment terms will display as below. Once you select the line of the payment terms, the payment term will effect for all the line items you need to response.

Search: Terms of Payment

Search Criteria Personal Value List Hide Search Criteria ?

Own explanation is ***90*** 1

Terms of Payment is

Logical System is ERQCLNT310

☒ Maximum Number of Results: 500

Search 2 **Clear Entries** **Reset to Default**

Results List: 14 results found for Terms of Payment

Own explanation	Terms of Payment	Logical System
30 Days After Invoice Days, BA(90 Days)	1B05	ERQCLNT310
30 Days After Monthly Statement, BA(90 Days)	2B04	ERQCLNT310
60 Days After Invoice Days, BA(90 Days)	1B08	ERQCLNT310
60 Days After Monthly Statement, BA(90 Days)	2B06	ERQCLNT310
90 Days After Invoice Days, BA(180 Days)	1B11	ERQCLNT310
90 Days After Invoice Days, BA(90 Days)	1B10	ERQCLNT310
90 Days After Invoice Days, T/T	1T10	ERQCLNT310
90 Days After Monthly Statement, BA(180 Days)	2B09	ERQCLNT310
90 Days After Monthly Statement, BA(90 Days)	2B08	ERQCLNT310

3

4.1.12 Once you select the line of the payment terms, the payment term will effect for all the line items you need to response.

RFx Response Number 7000000974		RFx Number 5000001828	Status In Process	Submission Deadline 2019/11/07 10:00:00 UTC+8	Remaining Time					
Target Value 255,000.00 USD		RFx Response Version Number	Active Version	RFx Version Number 1						
<div>RFx Information<div>Items</div>Notes and AttachmentsSummaryTracking</div>										
ce unit	Delivery days	Plant name	Net value	commit attribute/Attribute	Delivery date	Target unit price	Shipping plan	Payment term	Terms of Payment	Incoterms
1 000			95,000.00		2019/12/10	0.00	0	T10	90 Days After Inv...	CFR
1 000			160,000.00		2019/12/10	0.00	0	T10	90 Days After Inv...	CFR

4.1.13 If the RFX need you to provide the docu(like signed quality standard, AQSIQ and etc), please click notes and attachments tab and click add attachment button to add attachment

Create RFX Response

Submit | Read Only | Check | Close | Save | Questions and Answers (0)

RFX Response Number 7000000974 RFX Number 5000001828 Status In Process Submission Deadline 2019/11/07 10:00:00 UTC+8
 Target Value 255,000.00 USD RFX Response Version Number Active Version RFX Version Number 1

RFX Information Items **Notes and Attachments** **1** Summary Tracking

▼ Notes

Add Clear

Assigned To	Category	Text Preview
Item02*进口...	RFX/Auction Text	进口混合废纸 JAPAN 3#

▼ Attachments

2 Add Attachment Edit Description Versioning Delete Create Qualification Profile

Assigned To	Category	Attachment Type	Description	File Name	Version	Processor	Checked Out
							<input type="checkbox"/>

4.1.14 You can select option as attachment type as you need.

Create RFX Response

Submit | Read Only | Check | Close | Save | Questions and Answers (0)

RFX Response Number 7000000974 RFX Number 5000001828 Status In Process Submission Deadline 2019/11/07 10:00:00 UTC+8 Remaining Time 0
 Target Value 255,000.00 USD RFX Response Version Number Active Version RFX Version Number 1

RFX Information Items Notes and Attachments Summary Tracking

▼ Notes

Add Clear

Assigned To	Category
Item02*进口...	RFX/Auction Text

▼ Attachments

Add Attachment Edit Description Versioning Delete

Assigned To	Category	Attachment Type

Add Attachment

Here you can upload an attachment. You have to assign it to either the document general data or to an item

Attachment Type: Business response document

File: Technical response document

Description: Tender margin payment voucher

* Assign To: Business response document

OK Cancel

4.1.15 Click “open from...” button behind the file field to select the document from your local drive and upload.

Add Attachment

Here you can upload an attachment. You have to assign it to either the document general data or to an item

Attachment Type: Business response document

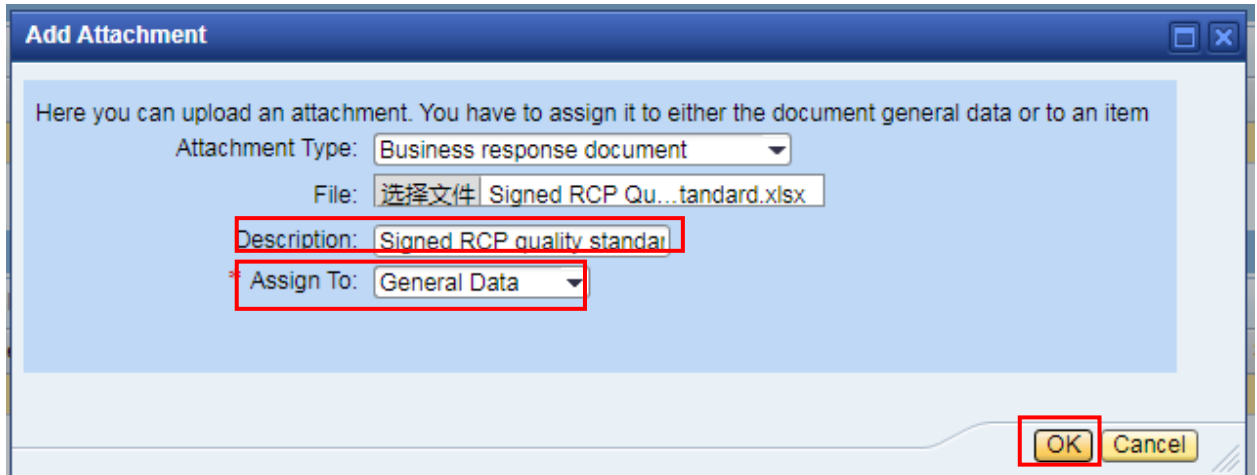
File: **选择文件** 未选择任何文件

Description:

* Assign To: General Data

OK Cancel

4.1.16 Please input the description and select assign to and click ok button to upload the document.



Add Attachment

Here you can upload an attachment. You have to assign it to either the document general data or to an item




Attachment Type:

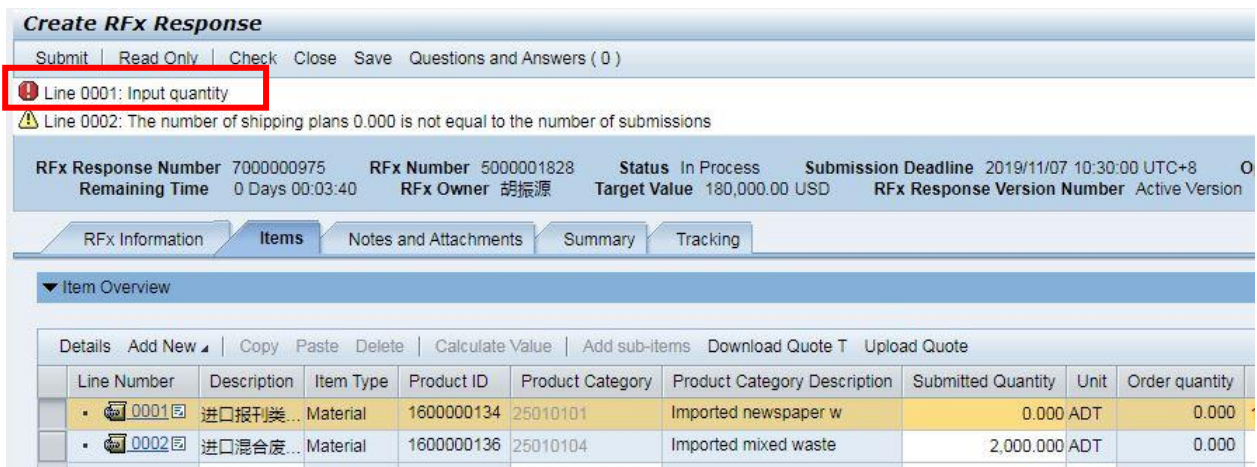
File:

Description:

* Assign To:


4.1.17 If you have multiple attachments to attach, please select add attachment button again.


4.1.18 After you finish above steps, please click check button to check if there is any red error message . If there is red error message , please modify your response according to the red error message. If there is yellow message , it does no matter and please ignore.



Create RFX Response

Questions and Answers (0)

 Line 0001: Input quantity

 Line 0002: The number of shipping plans 0.000 is not equal to the number of submissions

RFX Response Number 7000000975 RFX Number 5000001828 Status In Process Submission Deadline 2019/11/07 10:30:00 UTC+8
 Remaining Time 0 Days 00:03:40 RFX Owner 胡振源 Target Value 180,000.00 USD RFX Response Version Number Active Version

▼ Item Overview

Details Add New

Line Number	Description	Item Type	Product ID	Product Category	Product Category Description	Submitted Quantity	Unit	Order quantity
0001	进口报刊类...	Material	1600000134	25010101	Imported newspaper w	0.000	ADT	0.000
0002	进口混合废...	Material	1600000136	25010104	Imported mixed waste	2,000.000	ADT	0.000

4.1.19 If there is no red error message , please click submit button to submit your response.

Create RFX Response

Questions and Answers (0)

⚠ Line 0001: The number of shipping plans 0.000 is not equal to the number of submissions

⚠ Line 0002: The number of shipping plans 0.000 is not equal to the number of submissions

RFX Response Number 7000000975 RFX Number 5000001828 Status In Process Submission Deadline 2019/11/07 10:30:00 UTC
 Remaining Time 0 Days 00:00:36 RFX Owner 胡振源 Target Value 275,000.00 USD RFX Response Version Number Active

RFX Information Items Notes and Attachments Summary Tracking

▼ Item Overview

Details Add New ▾ | Copy Paste Delete | Calculate Value | Add sub-items Download Quote T Upload Quote

Line Number	Description	Item Type	Product ID	Product Category	Product Category Description	Submitted Quantity	Unit	Order c
0001	进口报刊类...	Material	1600000134	25010101	Imported newspaper w	500.000	ADT	
0002	进口混合废...	Material	1600000136	25010104	Imported mixed waste	2,000.000	ADT	

4.1.20 Once you submit successfully, the system will display the notification with your response No. as below.

Display RFX Response:

Questions and Answers (0)

⚠ Line 0001: The number of shipping plans 0.000 is not equal to the number of submissions

⚠ Line 0002: The number of shipping plans 0.000 is not equal to the number of submissions

☒ RFX response 7000000975 submitted

RFX Response Number 7000000975 RFX Number 5000001828 Status In Process Submission Deadline 2019/11/07 10:30:00 UTC
 Remaining Time 0 Days 00:00:36 RFX Owner 胡振源 Target Value 275,000.00 USD RFX Response Version Number Active

RFX Information Items Notes and Attachments Summary Tracking

▼ Item Overview

Details Add New ▾ | Copy Paste Delete | Calculate Value | Add sub-items Download Quote T Upload Quote

Line Number	Description	Item Type	Product ID	Product Category	Product Category Description	Submitted Quantity	Unit	Order c
0001	进口报刊类...	Material	1600000134	25010101	Imported newspaper w	500.000	ADT	
0002	进口混合废...	Material	1600000136	25010104	Imported mixed waste	2,000.000	ADT	

4.2 Change the RFX(bidding) Response

4.2.1 You can change the RFX response before the quotation/response submit expire time.
 If you would like to change, please directly click response No. in quotation & auction tab.

SAP

Search:

Back Forward History Favorites Personalize View Help

Quote and Bidding Purchasing Coordination Vendor Information Management

RFx and Auctions

Quote and Bidding > RFx and Auctions

Active Queries

eRFxs [All \(32\)](#) [Published \(3\)](#) [Ended \(0\)](#) [Completed \(0\)](#)
eAuctions [All \(10\)](#) [Published \(0\)](#) [Ended \(4\)](#) [Completed \(0\)](#)

eRFxs - All

Show Quick Criteria Maintenance

View: [Standard View] | Display Event | Display Response | Print Preview | Refresh | Export

Event Number	Event Description	Event Status	Start Date	End Date	Response Number	Response Status	Response Status
5000001828	Request for RCP quotations 20191107	Published		2019/11/07	7000000975	Submitted	<input type="checkbox"/>
5000001825	GXB 白金	Published		2019/11/07	7000000973	Accepted	<input checked="" type="checkbox"/>
5000001823	Request for RCP quotations-20191106	Published		2019/11/06	7000000968	Accepted	<input checked="" type="checkbox"/>
5000001813	2019年12月越南相思招标	Published		2019/11/07		No Bid Created	<input type="checkbox"/>
5000001814	2019年12月越南相思招标	Published		2019/11/07		No Bid Created	<input type="checkbox"/>

4.2.2 Please click edit button to edit the response

Display RFx Response:

Edit | Close | Revoke quote | Questions and Answers (0)

RFx Response Number 7000000975 RFx Number 5000001828 Status Submitted Submission Deadline 2019/11/07 10:50:00 UTC+8 Opening Date 2019/11/07 10:50:00 UTC+8
Remaining Time 0 Days 00:11:54 RFx Owner 胡振源 Target Value 275,000.00 USD RFx Response Version Number 1 RFx Version Number

RFx Information | Items | Notes and Attachments | Summary | Tracking

Basic Data | Questions | Notes and Attachments

Event Parameters

Validity Period: -
Currency: United States Dollar
Target Value of RFx Response: 275,000.00 USD
Terms of Payment: 3L03 L/C, 60 Days After B/L date
Tax code: J0 0% input tax, China
Performance bond: 0.00

Service and Delivery

Terms of trade: CFR Component name
Destination port:

Status and Statistics

Created On: 2019/11/07 10:25:10 UTC+8
Created By: 张三
Last Processed On: 2019/11/07 10:25:10 UTC+8
Last Processed By: 张三
Sales Document:
Waste paper source: Imported waste paper
Legal:

4.2.3 Please modify the response and click submit button to submit your modified response

Edit RFx Response:

Submit | Read Only | Check | Close | Save | Questions and Answers (0)

RFx Response Number 7000000975 RFx Number 5000001828 Status In Process Submission Deadline 2019/11/07 10:50:00 UTC+8
Remaining Time 0 Days 00:09:25 RFx Owner 胡振源 Target Value 275,000.00 USD RFx Response Version Number

RFx Information | Items | Notes and Attachments | Summary | Tracking

Item Overview

Details | Add New | Copy | Paste | Delete | Calculate Value | Add sub-items | Download Quote T | Upload Quote

Line Number	Description	Item Type	Product ID	Product Category	Product Category Description	Submitted Quantity	Unit	Order
0001	进口报刊类...	Material	1600000134	25010101	Imported newspaper w	800	ADT	
0002	进口混合废...	Material	1600000136	25010104	Imported mixed waste	2,000.000	ADT	

4.3 Confirm the RFX (bidding) winning result

4.3.1 Once your company was award as the bidding winner, you will receive the email notification to ask you confirm the bidding winning response result in 5 working days, otherwise means you give up.



金光集团（APP）SRM系统中标通知书
 工作流系统 收件人: (withheld recipients)

海南建筑工程有限公司:

Congratulations! For bidding events (Request for RCP quotations 201911082) RFX No.: 5000001842, Your response No.: 7000000990, you are awarded as the winner of this event. More details about your winning RFX, pls refer to your SRM RFX response. Once you receive this winner notice, pls login SRM system and confirm the winning result in 5 days, otherwise it is considered as renounce of your winning result. Thank you for your cooperation!

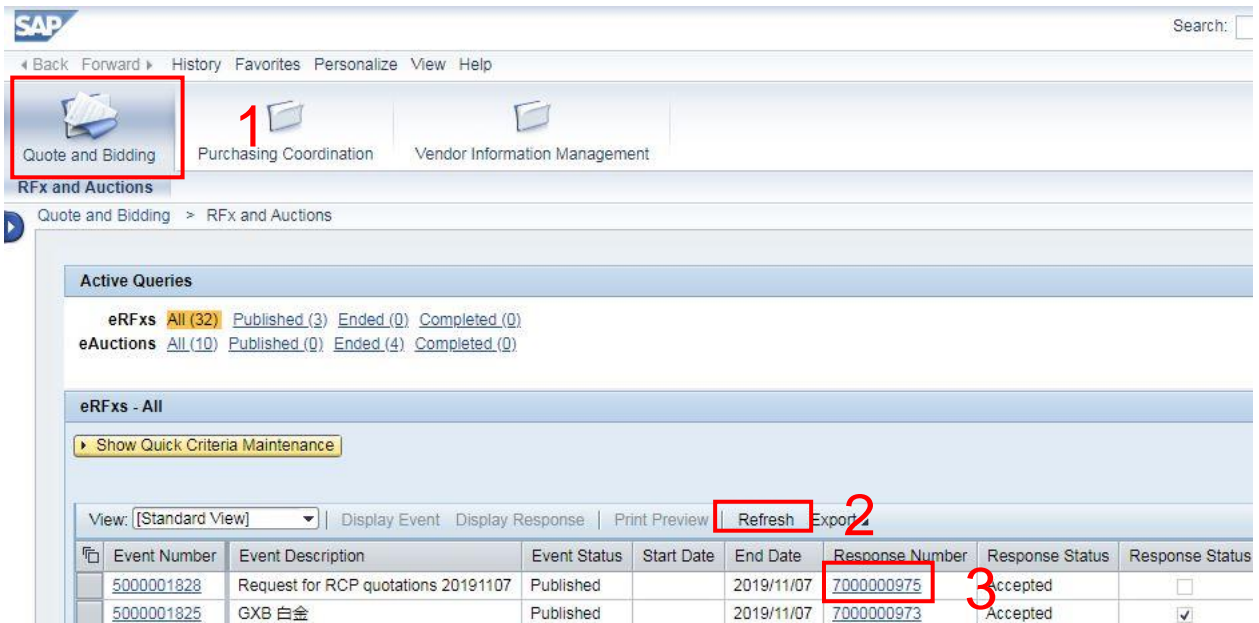
SRM portal: <http://www.app.com.cn/app/vendor.html>

If you find any non-compliance behavior, please report to mail box: GRW@app.com.cn and we promise your report will be kept secret.

2019/11/08

APP China Investment SRM system

4.3.2 Please log in SRM system, in quotation & auction tab, please click refresh button and click relevant winning response No. to navigate to the RFX response screen.



Search:

Back Forward History Favorites Personalize View Help

Quote and Bidding Purchasing Coordination Vendor Information Management

RFX and Auctions

Quote and Bidding > RFX and Auctions

Active Queries

eRFxs All (32) Published (3) Ended (0) Completed (0)

eAuctions All (10) Published (0) Ended (4) Completed (0)

eRFxs - All

Show Quick Criteria Maintenance

View: [Standard View] Display Event Display Response Print Preview Refresh Export

Event Number	Event Description	Event Status	Start Date	End Date	Response Number	Response Status	Response Status
5000001828	Request for RCP quotations 20191107	Published		2019/11/07	7000000975	Accepted	<input type="checkbox"/>
5000001825	GXB 白金	Published		2019/11/07	7000000973	Accepted	<input checked="" type="checkbox"/>

4.3.3 You can see how many volume APP has ordered on items tab. Please click confirm the winning result button to confirm your winning RFX(bidding) response.

Display Rfx Response:

Check Close Questions and Answers (0) **Confirm the winning result**

Rfx Response Number 7000000975 Rfx Number 5000001828 Status Accepted Submission Deadline 2019/11/07 10:50:00 UTC+8 Opening Date 2019/11/07 10:50:00 UTC+8
 Remaining Time 0 Days 00:00:00 Rfx Owner 胡振源 Target Value 332,000.00 USD Rfx Response Version Number 2 Rfx Version Number 2

Rfx Information Items Notes and Attachments Summary Tracking

Item Overview

Details Add New Copy Paste Delete Calculate Value Add sub-items Download Quote T Upload Quote

Line Number	Description	Rejected	Item Type	Product ID	Product Category	Product Category Description	Submitted Quantity	Unit	Order quantity	Price
0001	进口报刊类...	<input type="checkbox"/>	Material	1600000134	25010101	Imported newspaper w	800.000	ADT	800.000	190.00
0002	进口混合废...	<input type="checkbox"/>	Material	1600000136	25010104	Imported mixed waste	2,000.000	ADT	1,000.000	90.00

4.3.4 The system will display the notification “E-mail sent success and Confirmation successful.”

Display Rfx Response:

Check Close Questions and Answers (0)

☒ E-mail sent success
☒ Confirmation successful

Rfx Response Number 7000000975 Rfx Number 5000001828 Status Accepted Submission Deadline 2019/11/07 10:50:00 UTC+8 Opening Date 2019/11/07 10:50:00 UTC+8
 Remaining Time 0 Days 00:00:00 Rfx Owner 胡振源 Target Value 332,000.00 USD Rfx Response Version Number 2 Rfx Version Number 2

Rfx Information Items Notes and Attachments Summary Tracking

Item Overview

5. Q & A

5.1 If the browser display the information as below, it means time out and you need to re-log into the system.

500 SAP Internal Server Error

ERROR: 后端会话已在超时而关闭 (termination: ERROR_MESSAGE_STATE)

5.2 Please use browser version higher than IE 11

5.3 For the uploading attachments, please DO NOT use the document name including special characters like %* - # & / ~ [] () \$ @ \

5.4 For the uploading attachments, document type should be PDF, JPG, WORD, PPT, EXCEL, etc.

THE END , THANKS !