



# *Panduan Pengisian E- Bidding untuk Peserta Tender*




*PT ANTAM (Persero) Tbk*

*Januari 2016*

1. Harus menggunakan Browser I.E (Internet Explorer 6 or 7)
2. Peserta tender dapat mengubah - ubah penawaran sebelum closing time
3. Peserta tender tidak dapat memasukkan atau mengubah penawaran setelah tender closing time. System secara otomatis akan menolak transaksi tersebut
4. Email yang diterima oleh Antam hanya 1 (satu) untuk tiap perusahaan
5. Harap selalu mengingat password anda. Peserta tender dapat melakukan reset password menggunakan alamat email yang didaftarkan ke Antam



[eSCM ANTAM] - Undangan Penawaran Pengadaan Barang atau Jasa (Tender Invitation) Inbox x  

 **escm.admin@antam.com** 5:00 PM (8 minutes ago) ☆  

to me ▾

Yth. Mitra Kerja PT. Antam (Persero) Tbk,

PT. Antam (Persero) Tbk Mengundang perusahaan anda untuk mengikuti penawaran pengadaan barang atau jasa dengan informasi sebagai berikut :

User Name : advisesa  
Password : advisesa123

Nomor Tender : EBD74  
Judul : Ship Charter to Vlissingen  
Penutupan Penawaran: 06.02.2015 16:00 WIB  
Anda dapat merubah penawaran sampai batas waktu yang telah ditentukan.

Untuk Melihat lebih detail silahkan login ke aplikasi eprocurement ANTAM atau klik link <https://eproc.antam.com/>, Harap menggunakan browser IE 6 atau 7.

Jika anda lupa password klik <https://eproc.antam.com/> pilih link Reset Password.

Terima kasih,  
PT. Antam (Persero) Tbk

Dear Bidders,

We would like to invite you to join in our tender with detail as follow :  
User Name : advisesa  
Password : advisesa123

Tender Number : EBD74  
Tender Subject : Ship Charter to Vlissingen  
Closing tender : at 06.02.2015 16:00 WIB (Jakarta Time)  
You can change the quotation until a specified time limit.

Please login to <https://eproc.antam.com/>, please using Browser IE 6 or 7.

If you forgot password click <https://eproc.antam.com/> and select link Reset Password.

Thank you,  
PT. Antam (Persero) Tbk

## Undangan untuk vendor baru (pertama kali ikut e-bidding)

- Vendor akan mendapat undangan dari notifikasi email
- Mohon perhatian terhadap waktu penutupan tender (closing tender)



## Login untuk pertama kali

The screenshot shows a web browser window displaying the ANTAM e-SCM application. The browser title is "Welcome to ANTAM e-SCM Application - Microsoft Internet Explorer provided by PT. anTam, Tbk". The address bar shows the URL "http://escmdev/escmetranel/chgpassfirst.aspx". The browser tabs include "ANTAM Risk Manage...", "Welcome to ANTAM e...", "Home", "Notadinas Online", "Welcome to ANTAM e...", and "Welcome to ANTA...". The user is logged in as "User : agoenk" on "20 Februari 2015 13:42:11 WIB". The application header features the ANTAM logo with the tagline "Quality, Harmony, Integrity" and the text "e-SCM WELCOME, PT AGUNG CHANGE PASSWORD". The main content area contains a form titled "FOR FIRST TIME LOGIN, PLEASE CHANGE PASSWORD" with three input fields: "Current Password", "New Password", and "Confirm New Password". Below the fields are "Save" and "Cancel (Logout)" buttons.

- Vendor harus mengubah password saat pertama kali login e-bidding.
  - \* Masukkan password yang diterima dari email undangan
  - \* Masukkan password baru dan simpan

Mohon selalu mengingat password anda !!

Undangan untuk eksisting  
vendor

escm.admin@antam.com  
to me

Yth. Mitra Kerja PT.

PT. Antam (Persero) Tbk Mengundang perusahaan anda untuk mengikuti penawaran pengadaan barang atau jasa dengan informasi sebagai berikut :

User Name : slametx  
Password : Gunakan password eksisting

Nomor Tender : EBD74  
Judul : Ship Charter to Vlissingen  
Penutupan Penawaran: 06.02.2015 16:00 WIB  
Anda dapat merubah penawaran sampai batas waktu yang telah ditentukan.

Untuk Melihat lebih detail silahkan login ke aplikasi eprocurement ANTAM atau klik link <https://eproc.antam.com/>, Harap menggunakan browser IE 6 atau 7.

Jika anda lupa password klik <https://eproc.antam.com/> pilih link Reset Password.

Terima kasih,

PT. Antam (Persero) Tbk

Dear Bidders,

We would like to invite you to join in our tender with detail as follow :  
User Name : slametx  
Password : Using existing password

Tender Number : EBD74  
Tender Subject : Ship Charter to Vlissingen  
Closing tender : at 06.02.2015 16:00 WIB (Jakarta Time)  
You can change the quotation until a specified time limit.

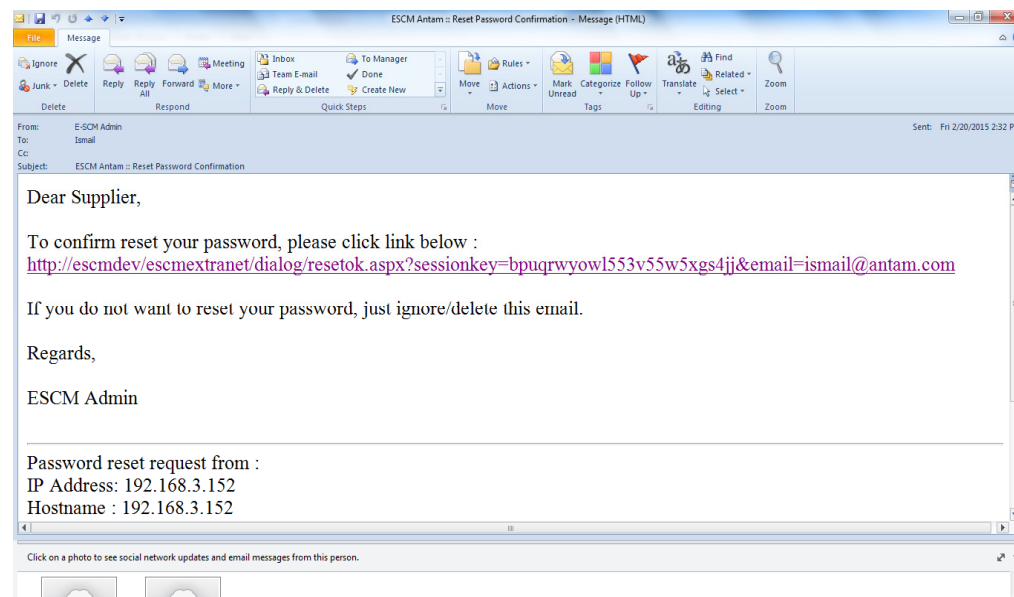
Please login to <https://eproc.antam.com/>, please using Browser IE 6 or 7.

If you forgot password click <https://eproc.antam.com/> and select link Reset Password.

Thank you,

PT. Antam (Persero) Tbk

- Vendor dapat me-reset password menggunakan alamat email yang telah didaftarkan ke Antam.



[Petunjuk Penggunaan](#) | [Pengumuman Tender](#) | [Daftar Hitam Vendor](#) | [Daftar Account Baru](#) | [English](#) | [Reset Password](#)

Username

Password



Ketikkan kode gambar

## e-SCM - Vendor Site



Helpdesk Vendor Antam : 021-7891234 ext. 2211 atau 5931 (Pengelola Mitra Kerja SCM Antam)  
Untuk Tampilan yang baik, disarankan menggunakan Internet Explorer (IE) Versi 6, 7 atau 8



## Login untuk pertama kali

The screenshot shows a web browser window with the following elements:

- Browser address bar: User : adwisesa, 26 Februari 2015 17:21:08 WIB
- Antam logo: Quality, Harmony, Integrity
- e-SCM logo
- Header: WELCOME, PT ADI WISESA
- Section: UBAH PASSWORD
- Instruction: UNTUK LOGIN PERTAMA KALI, SILAHKAN UBAH PASSWORD
- Form fields:
  - Password Saat ini
  - Password baru
  - Konfirmasi Password baru
- Buttons: Save, Cancel (Logout)

- Vendor harus mengubah password pada saat login untuk pertama kali
  - \* Masukkan password yang diperoleh dari notifikasi email (password saat ini)
  - \* Masukkan password baru

Harap selalu mengingat password anda!!



User : adwisesa 26 Februari 2015 17:26:52 WIB

Home Procurement Management Contract Management Profiles

antam Quality, Harmony, Integrity

e-SCM

WELCOME, PT ADI WISESA

### Job Summary

Activity	Count	Activity	Count
Tender Invitation	0	Tender Negotiation	0
Submitted Quotation	0	Outstanding Purchase Order	0
Waiting for Quotation	1	Outstanding Invoice	0
Tender Evaluation	0	Notification / Messaging	0

VENDOR's NOTE

- We guarantee that every quotation/transaction you make at this application will be secure, which means nobody (incl. buyer) can view your information/quotation until bid open.
- It is **highly recommended** that you'll be sending your quotation as soon as possible. this as a result will give you more time to further verify your quotation until closing time.
- The application will automatically logout if your browser is idle for more than 20 minutes. To insure security, it is recommended to change your access password every 30 to 60 days.
- This application is best view with Microsoft Internet Explorer 6.0 or higher with minimum screen resolution of 1024 x 768 pixel or better.



TODO LIST

No	Tender Number	Description	District	Reg. Opening Date	Reg. Closing Date	Bid Opening Date	Status
1	EBD74	Ship Charter to Vlissingen	KANTOR PUSAT (JAKARTA)	23.02.2015 07:00:00	06.03.2015 16:00:00	06.03.2015 16:00:00	Waiting for quotation



User : adwisesa 26 Februari 2015 17:38:24 WIB

Home Procurement Management Contract Management Profiles

antam Quality, Harmony, Integrity

Todo Monitor Inbox Help e-SCM

WELCOME, PT ADI WISESA

**PENAWARAN**

3

Nomor Tender EBD74 [Klik untuk melihat detail tender]

Nomor Penawaran (\*)

Waktu Pengiriman (\*)  Day(s)

Berlaku Hingga (\*)  ...

Catatan (\*)

Lampiran Penawaran  Browse...

Mata Uang Penawaran IDR

TENDER HEADER	
Tender Number	EBD74
Date Creation	26.02.2015 16:58:34
Subject of Work	Ship Charter to Vlissingen
Work Location	
Currency	IDR
Contract Type	Lumpsum
Up Reference	
Down Reference	
Procurement Specialist	

BID SETUP			
Tender Method	E-Bidding		
Evaluation Method			
Prequalify Opening Date	-	Prequalify Closing Date	-
Registration Opening Date	23.02.2015 07:00:00	Registration Closing Date	06.03.2015 16:00:00
Prebid Meeting Date			
Prebid Meeting Location			
Bid Opening Date	06.03.2015 16:00:00		
Delivery Point	KANTOR PUSAT (JAKARTA)		
Inquiry Notes	Harap Perhatikan RKS dan Persyaratan yang diminta		

TENDER ITEM					
No	Code	Description	Quantity	Unit Price	Sub Total
1	000000001	Ship Charter to Vlissingen	MT 8,000.00	-	-
<b>TOTAL</b>					-

EXTENDED DESCRIPTIONS

SUPPORTING DOCUMENTS			
No	Category	Description	File Name
1	Instruction to Bidder	Dokumen Tender	<a href="#">Book13.xlsx</a>



The screenshot shows a web application interface for proposal submission. At the top, there are navigation tabs: Home, Procurement Management (selected), Contract Management, and Profiles. Below these are sub-tabs: Todo, Monitor, Inbox, and Help. The main content area is titled 'PENAWARAN' and contains the following fields:

- Nomor Tender: EBD73 [Klik untuk melihat detail tender]
- Nomor Penawaran (\*): Input field with callout 'a'
- Waktu Pengiriman (\*): Input field with a 'Day(s)' dropdown and callout 'b'
- Berlaku Hingga (\*): Input field with a date picker icon and callout 'c'
- Catatan (\*): Text area with callout 'd'
- Lampiran Penawaran: Input field with a 'Browse...' button and callout 'e'
- Mata Uang Penawaran: Dropdown menu showing 'USD'

Note:

- Masukkan nomer penawaran anda.  
Misal: 02/PTX/II/2016
  - Diisi sesuai delivery time pekerjaan
  - Isikan dengan tanggal masa berlaku penawaran. Ex: Valid s.d Feb 28,2016
  - Vendor dapat mengisi dengan memberikan judul tender atau catatan lainnya
  - Lampiran proposal(detail spesifikasi,dsb)
- Mata uang ditetapkan Antam*



**PENAWARAN**

Nomor Tender EBD73 [Klik untuk melihat detail tender]

Nomor Penawaran (\*)

Waktu Pengiriman (\*)  Day(s)

Berlaku Hingga (\*)

Catatan (\*)  
DETAIL PROPOSAL ATTACHED (INCLUDING ITINERARY & SHIP PARTICULAR)

Lampiran Penawaran D:\Antam\Procurement Process\kapal\mv thorc

Mata Uang Penawaran

**ITEM ADMINISTRASI**

**ITEM TEKNIS**

**ITEM KOMERSIAL**

No	Kode	Deskripsi	Qty	Deskripsi Penawaran Vendor	Qty Vendor	Unit Price Vendor	Sub Total
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100%

**EXAMPLE**



ITEM ADMINISTRASI							
ITEM TEKNIS							
ITEM KOMERSIAL							
No	Kode	Deskripsi	Qty	Deskripsi Penawaran Vendor	Qty Vendor	Unit Price Vendor	Sub Total
1	000000001	Ship Charter to Vlissingen	MT 8,000.00		8,000.00	0.00	0.00
<b>TOTAL SEBELUM PPN</b>							<b>0.00</b>
<b>TOTAL SETELAH PPN</b>							<b>0.00</b>
Hitung							
Waiting for quotation							
Simpan ← Kembali							

Note:

- f. Masukkan harga penawaran
- g. klik "Hitung"
- h. Simpan penawaran dengan klik "simpan"



Vendor dapat mengubah penawaran sampai batas waktu pemasukan proposal/closing time!!!

# Terimakasih