



**Panama Canal Authority**

# ***Tender Online System***

# **User Guide**

***(Internet)***

*Last revision: August 2017*

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# *Tender Online System - SLI*

## Basic Concepts

The **Tender Online System (SLI)** is a tool developed on web technology to assist the Panama Canal Authority (ACP). Its main function is the handling of tenders online.

This system is responsible for:

- Publication of tenders and their various stages
- Registration and updating of bidders
- Bid submittal
- Accesing the bid abstract
- Accesing the evaluation history
- Accesing the Contract Award

The system option allows you to submit a bid and learn the results, including details of the purchase orders awarded. The Bidder link allows you to register in the system (you need to register to participate in the tenders and submit bids).

In addition, the system automatically sends you an email notifying you of the tenders of your interest, when they are published or amended; depending on the categories selected by you at the time of registration.

## Tender Types

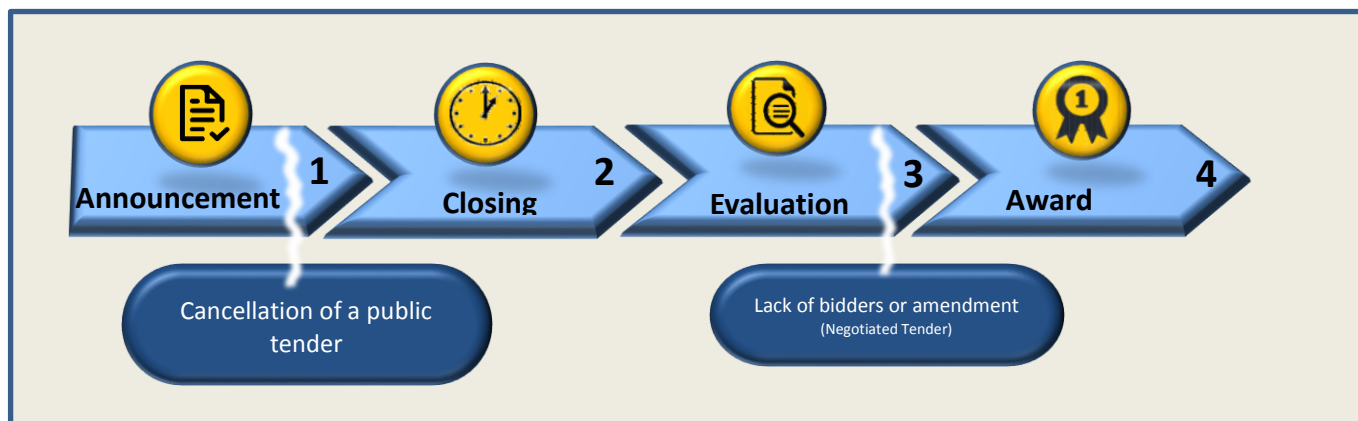
The system identifies the following tender types:

Type of Tender	Description
Public	Bid Opening is public and it is automatically done through the system. The bids are submitted and received through the Internet, and become of public knowledge at the time set for tender opening. Contract award will be made to the tenderer with the lowest price that complies with all terms and conditions of the tender documents. Please refer to <a href="#">Article 75</a> of the ACP Acquisition Regulation.

Type of Tender	Description
<b>Presential Public Bid Opening</b>	The Bid Opening is public and is done in the presence of the public at the location indicated in the tender documents. Bids are not submitted through the Internet, but physically at the indicated location, and they are accessible through the Internet, the contracting officer will register the bids in the system at the conclusion of tender opening. Contract award will be made to the tenderer with the lowest price that complies with all terms and conditions of the tender documents. Please refer to <b>Article 75</b> of the ACP Contracting Regulation.
<b>Negotiated</b>	The Bid Opening is not public, rather done in the presence of ACP authorized personnel. Bids may be submitted through the Internet or by other means authorized by the tender documents. The bid abstract is published after contract award. Please refer to <b>Articles 76 and 77</b> of the ACP Acquisition Regulation.
<b>Micro Purchases</b>	The Bid Opening is not public, rather done in the presence of ACP authorized personnel. Bids are submitted online. The detailed bid abstract with bid information is published after contract award. Please refer to <b>Article 50</b> of the ACP Acquisition Regulation.
<b>Prequalification / Two-Step Tender</b>	Bidders shall only submit technical bids, which shall be clarified and negotiated as provided in the tender document (corresponding to the first step, prior to the tender.)

## Tender Process Steps

The step of the process is identified by the tender status.



The possible status of public tenders is as follows:

Step / Status	Description
Open or Announcement	The tender is publicized. During this phase you may submit your bid. Tenders remain with an open status, until the date and hour set for receipt of bid ends or the tender is Cancelled Before Opening.
Tender Cancellation	The tender was cancelled. Cancellation is only possible before <b>tender openings</b> . Cancelled tenders remain published for several days.
Evaluation	ACP shall review and evaluate bids received in response to the announcement. This phase begins with the date and time of receipt of bids and ends with contract or purchase order award or when the tender is interrupted due to lack of bidders or amended after opening. During this phase for Public Tenders, the <b>bid abstract</b> and bids can be accessed via Internet. For Presential Public Tenders, bids can be accessed via Internet after the contracting officer registers the bids in the system at the conclusion of the bid openings.
Cancellation for lack of bidders	Tenders are cancelled due to lack of bidders. The tender with a notice of lack of bidders remains published for a few days.

Step / Status	Description
Amended	The <b>Negotiated</b> tender is amended after bid openings. The process starts again with a new tender number.
Award	A contract or purchase order has been awarded to one or more of the bidders. Purchase order details are available through the system. The tender, the <b>bid abstract</b> , and the respective contracts will remain published for a few days.
Prequalification conclusion	The contracting officer will determine the bidders who have been prequalified to participate in the respective tender process (according to Step 2, in which only those prequalified will be able to bid)



Tenders can be **Public**, **Negotiated** or **Micro-Purchases**. For more details on contracting procedures refer to the **Panama Canal Authority Acquisition Regulation**.

Once you have accessed our website <http://micanaldepanama.com>, selecting the **Tenders** option and the **Suppliers** sub-option, to continue with any of the activities described below.

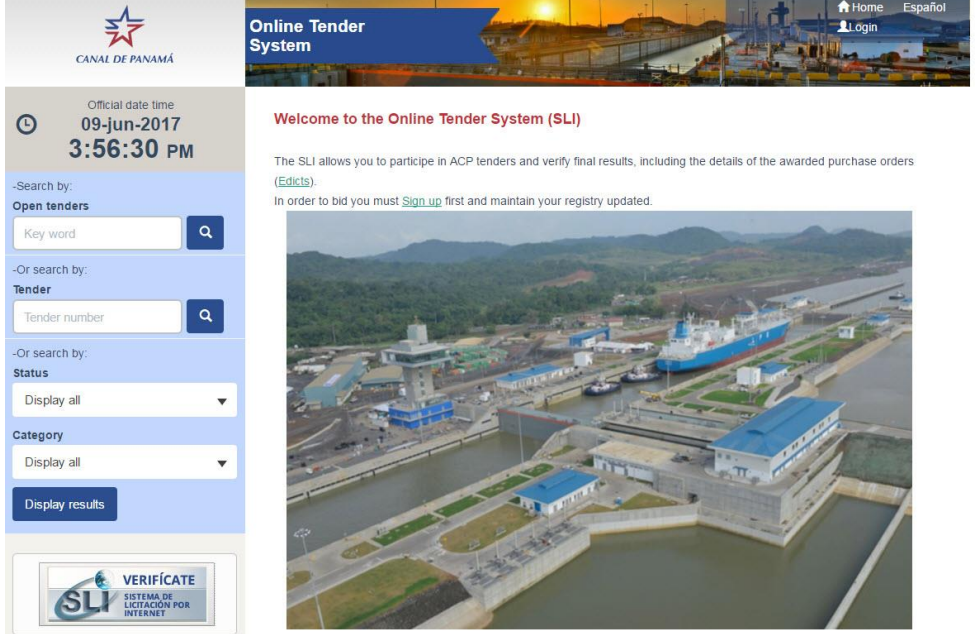
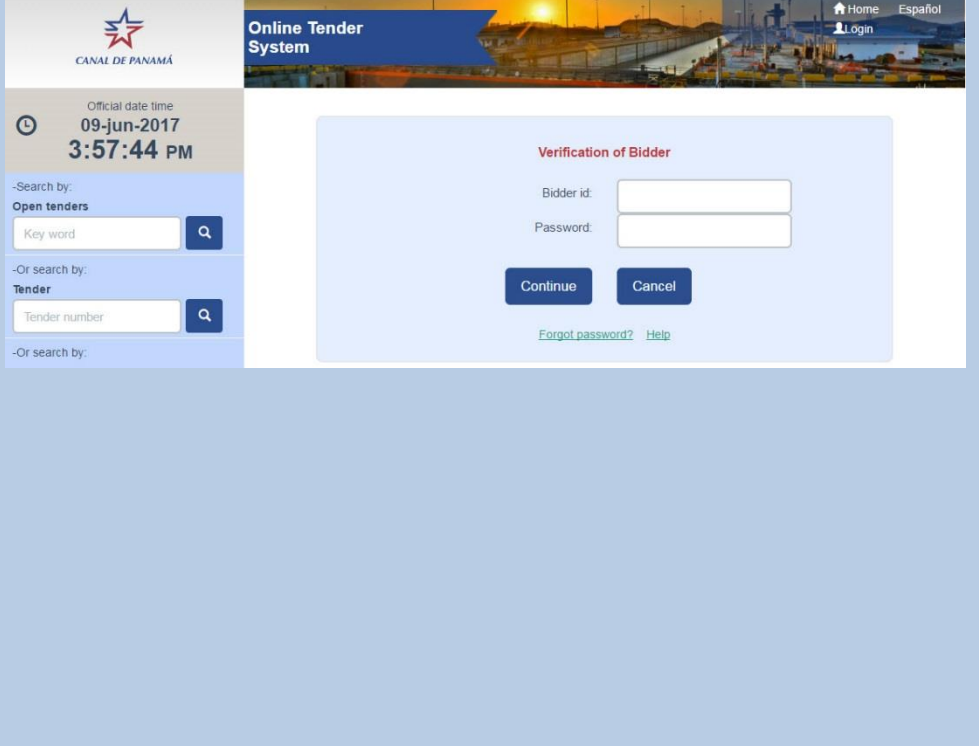
## Bidders Registration

Before you can submit a tender through the SLI, you shall register. For this, the SLI has the link "**Bidder**". This registry is free of charge for the tenderer. You are responsible for providing an email and a password, and for keeping your registry information updated. If you forget your password, the system allows you to reset it by means of the email account provided.

The **tenderer**, for the system, is the person or user who creates the entry in the system. The registry contains the information of the company represented by the tenderer. There may be more than one person or user authorized to bid on behalf of a single company, but each registry can only have one associated email.

The information submitted at the time of registration will be used automatically by the system to complete the company information in bids you may submit. The information submitted can be updated at any time by accessing the: **Tenderer → Registry Update**.

## Steps for verifying old SLI users and the creation of the bidder registry:

Steps	Reference
<p>1. Select the link <b>Get verified (If you are a user of the previous system) If you are a new user, go to page 10</b></p>	 <p>Official date time 09-jun-2017 3:56:30 PM</p> <p>-Search by: <b>Open tenders</b> Key word <input type="text"/> <input type="button" value="Q"/></p> <p>-Or search by: <b>Tender</b> Tender number <input type="text"/> <input type="button" value="Q"/></p> <p>-Or search by: <b>Status</b> Display all <input type="button" value="v"/></p> <p><b>Category</b> Display all <input type="button" value="v"/></p> <p><input type="button" value="Display results"/></p> <p><b>VERIFICAR</b> SLI SISTEMA DE LICITACIÓN POR INTERNET</p> <p><b>Welcome to the Online Tender System (SLI)</b></p> <p>The SLI allows you to participate in ACP tenders and verify final results, including the details of the awarded purchase orders (<a href="#">Edicts</a>). In order to bid you must <a href="#">Sign up</a> first and maintain your registry updated.</p>
<p>2. Enter the <b>user</b> and <b>password</b> used in the previous SLI.</p>	 <p>Official date time 09-jun-2017 3:57:44 PM</p> <p>-Search by: <b>Open tenders</b> Key word <input type="text"/> <input type="button" value="Q"/></p> <p>-Or search by: <b>Tender</b> Tender number <input type="text"/> <input type="button" value="Q"/></p> <p>-Or search by:</p> <p><b>Verification of Bidder</b></p> <p>Bidder id: <input type="text"/></p> <p>Password: <input type="password"/></p> <p><input type="button" value="Continue"/> <input type="button" value="Cancel"/></p> <p><a href="#">Forgot password?</a> <a href="#">Help</a></p>

## Steps

3. Enter an **email address**, Which will be the new username. Click on **continue**.

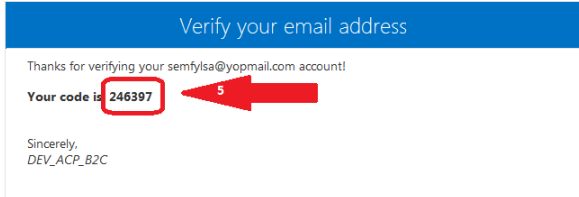
## Reference

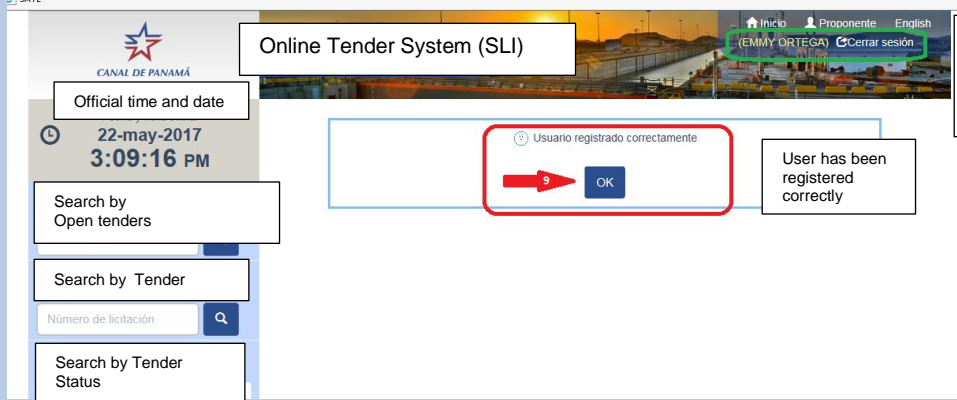
The screenshot shows the 'Online Tender System' interface for the 'Bidder Accreditation Process'. On the left, there are search filters for 'Open tenders' (by keyword), 'Tender' (by number), 'Status' (Display all), and 'Category' (Display all). The main area displays the 'Información del cliente' (Client Information) for 'CASA SPARTON', including identification, name, email, R.U.C., and address. Below this, there is a list of 'Categories of products offered' such as Auto Parts, Construction/Bldg Mat, Fire Fighting, Office Supplies/Devices, Cleaning Equip/Supplies, Copier Machine, Furnishings/Appliances, Computers, Electrical/Electronic, and Hand Tools. At the bottom, there is a 'Register new email' field and 'Continue' and 'Cancel' buttons.

4. New **email** registry as user account. Click on **SEND VERIFICATION CODE**


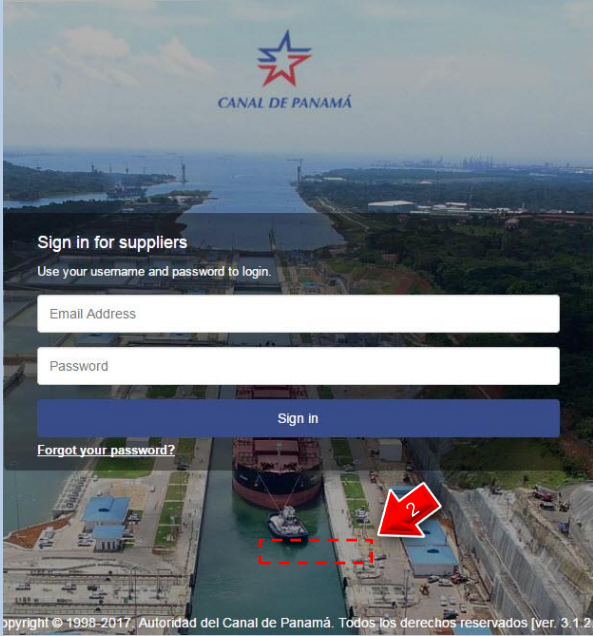
The screenshot shows the 'Registry' page on the Canal de Panamá website. It prompts the user to provide details for registration. The 'Email Address' field contains 'semfylsa@yopmail.com'. Below it, the 'Verification code' field is highlighted with a red arrow and the number '4'. The 'New Password' and 'Confirm New Password' fields are also visible, both containing placeholder text. The page includes a 'Send verification' button and 'Create' and 'Cancel' buttons at the bottom.



Steps	Reference
<p>5. A <b>verification code</b> will be sent to the previously submitted email, which must be entered in the corresponding box.</p>	<p><b>DEV_ACP_B2C account email verification code</b>  <b>From:</b> Microsoft on behalf of DEV_ACP_B2C&lt;msonlineserviceteam@microsoftonline.com&gt;  <b>Date:</b> 2017-05-22 14:39</p>  <p>The screenshot shows an email titled "Verify your email address". The body text says: "Thanks for verifying your semfylsa@yopmail.com account! Your code is 246397". A red box highlights the code "246397", and a red arrow labeled "5" points to it. The email is signed "Sincerely, DEV_ACP_B2C".</p>
<p>6. Enter the verification code and click on <b>VERIFY CODE</b>.</p> <p>7. Then enter <b>new password</b> and confirm it in the field "confirm new password".</p> <p>8. Click on <b>CREATE</b></p>	 <p>The screenshot shows the "Register" form for the Canal de Panamá. It includes fields for "Email Address" (semfylsa@yopmail.com), "Verification code" (246397), "New Password", and "Confirm New Password". Red arrows and numbers indicate the steps: arrow 6 points to the "Verification code" field, arrow 7 points to the "New Password" field, and arrow 8 points to the "Create" button. The form also includes a "Send new code" button and a "Cancel" link.</p>


Steps	Reference
<p>9. The confirmation screen should appear and with Click on OK (Verify that you are in the application, on the upper right corner)</p>	 <p>Online Tender System (SLI)</p> <p>Official time and date 22-may-2017 3:09:16 PM</p> <p>Search by Open tenders</p> <p>Search by Tender</p> <p>Número de licitación</p> <p>Search by Tender Status</p> <p>Inicio Proponente English (EMMY ORTEGA) Cerrar sesión</p> <p>Home Tenderer Close session</p> <p>Usuario registrado correctamente</p> <p>OK</p> <p>User has been registered correctly</p>

## Steps for creating the bidder registry:

Steps	Reference
<p>1. Select the link <b>Begin session</b></p>	 <p><b>Online Tender System</b></p> <p>Official date time 09-jun-2017 3:56:30 PM</p> <p>-Search by: <b>Open tenders</b></p> <p>Key word <input type="text"/></p> <p>-Or search by: <b>Tender</b></p> <p>Tender number <input type="text"/></p> <p>-Or search by: <b>Status</b></p> <p>Display all</p> <p><b>Category</b></p> <p>Display all</p> <p>Display results</p> <p><b>VERÍFICATE</b> SISTEMA DE LICITACIÓN POR INTERNET</p> <p><b>Welcome to the Online Tender System (SLI)</b></p> <p>The SLI allows you to participate in ACP tenders and verify final results, including the details of the awarded purchase orders (Edicts). In order to bid you must <a href="#">Sign up</a> first and maintain your registry updated.</p> 
<p>2. Select the link <b>register here</b>, please refer to the the terms</p>	 <p><b>CANAL DE PANAMÁ</b></p> <p><b>Sign in for suppliers</b></p> <p>Use your username and password to login.</p> <p>Email Address <input type="text"/></p> <p>Password <input type="password"/></p> <p>Sign in</p> <p><a href="#">Forgot your password?</a></p> <p>copyright © 1998-2017, Autoridad del Canal de Panamá. Todos los derechos reservados [ver. 3.1.2.]</p>

Steps	Reference
<ol style="list-style-type: none"> <li>3. Select the textbox to accept the terms and conditions</li> <li>4. Once finished, click on <b>Confirm</b></li> </ol>	
<ol style="list-style-type: none"> <li>1. Check your email and take note of the "verification code"</li> <li>5. Enter your email click "<b>Send verification code</b>".</li> <li>6. Check your email and take note of the "verification code"</li> </ol>	



Steps	Reference
<p>7. Enter the “<i>verification code</i>”.</p> <p>8. Complete the registration with the requested information . Note that the fields with a * are required CHANGE</p>	 <p>The screenshot shows the 'Registration' form for the Canal de Panamá. The form is overlaid on a background image of the canal locks. The form includes the following sections and annotations:</p> <ul style="list-style-type: none"> <li><b>Registration</b>: The title of the form.</li> <li><b>Please provide the following details.</b>: A prompt for the user to enter their details.</li> <li><b>Email Address</b>: A text input field containing 'semfylsa@yopmail.com'. A red arrow labeled '6' points to this field.</li> <li><b>Verification code</b>: A text input field containing '246397'. A red arrow labeled '6' points to this field.</li> <li><b>New Password</b>: A text input field. A red arrow labeled '7' points to this field.</li> <li><b>Confirm New Password</b>: A text input field. A red arrow labeled '7' points to this field.</li> <li><b>Create</b>: A blue button at the bottom of the form. A red arrow labeled '8' points to this button.</li> <li><b>Cancel</b>: A link at the bottom right of the form.</li> </ul> <p>The form also includes a 'What is this?' link for each input field and a 'Send new code' button next to the verification code field.</p>

## Steps

### 9. Click on **Save**

In case you forget to enter the information for a required field (\*) the system will indicate which are incomplete.



*The Tender Notification Service consists of the automatic sending of an email listing the new and amended tenders published on the Internet. You will only be notified of the tenders of the categories you have selected.*

## Reference

Enter the information for the person responsible and the company's information

Select the main categories that your company offers

Indicate whether to activate the notification service

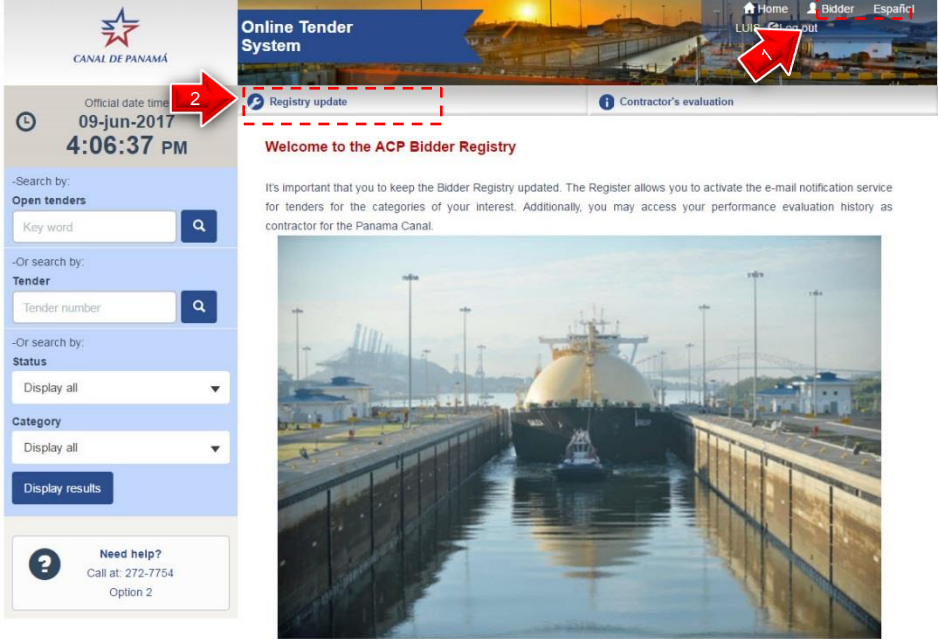
Enter the text shown in the image

9

Save

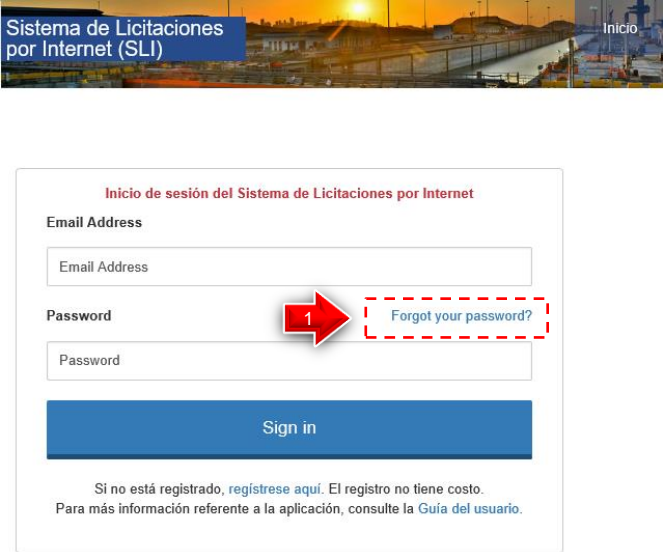
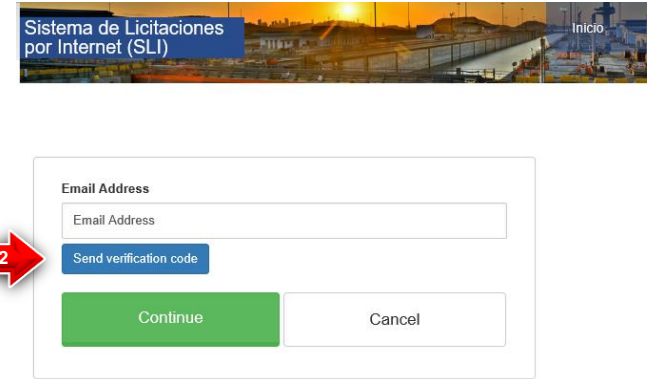
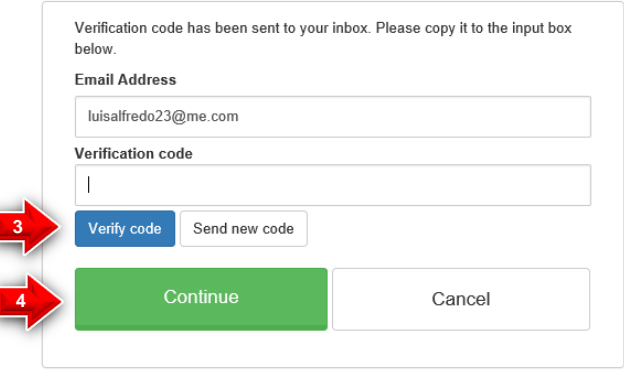

Cancel

## Steps to update bidder registration

Steps	Reference
<ol style="list-style-type: none"> <li>1. Select the link <b>Bidder</b></li> <li>2. Select the link <b>Registry Update</b></li> </ol> <p>Your registration will be displayed and you can then proceed to make the desired changes. Remember to click on <b>SAVE</b> when you finish.</p>	

# Password Change

In case you have forgotten your password you can do the following:

Steps	Reference
1. Select the link <b>Forgot your password?</b>	
2. Enter your email and click on <b>"Send verification code"</b>	
3. Enter the verification code sent to you by email and click on <b>"Verify code"</b>	
4. Click on <b>"Continue"</b>	



Steps	Reference
5. You must enter a new password 6. Click on <b>Continue</b>	

## Tender Announcements

The published tenders are presented by page, are sorted by date and closing time, and you will be able to navigate until you find what you are looking for. There are 4 options to find tenders in the system:

1. By keyword, which must be contained in the description of the tender.
2. By tender number
3. By tender status
4. By purchase category

It may be that the number of bids exceeds the amount that fit the screen, so it may be the case that you will have to search several pages



*Keep in mind that you can select the number of tenders per page you want to see by clicking on the bid quantity selected:*

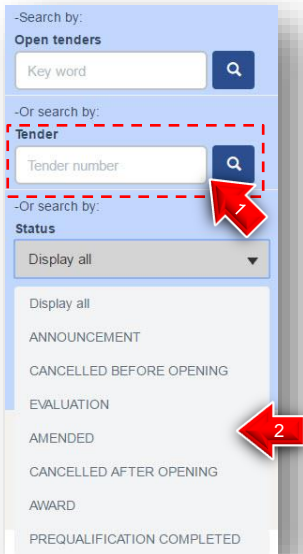
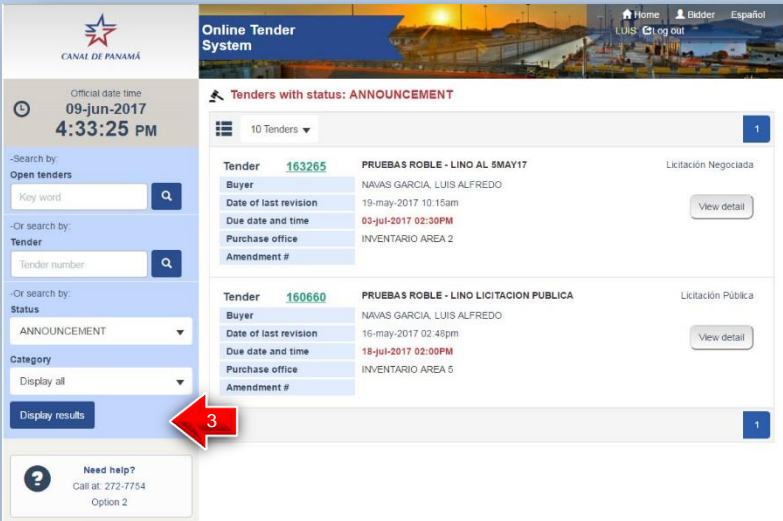
## Steps to find tenders by keyword:

Steps	Reference
<ol style="list-style-type: none"> <li>Click on the <b>Open Tenders</b> field and enter the keyword of the tenders you want to find.</li> <li>Click on the corresponding tender button and open tenders containing the keyword in the description will come up.</li> </ol>	

## Steps to find tenders by tender number:

Steps	Reference
<ol style="list-style-type: none"> <li>Click on the <b>Tender</b> field and enter the number of the bid you want to find</li> <li>Click on the corresponding button, and then the information of the requested tender will appear and if you wish you can submit your bid.</li> </ol>	

## Steps to find tenders by status:

Steps	Reference
<ol style="list-style-type: none"> <li>1. Click on the <b>Tender Status</b> field, the list of the different statuses will appear.</li> <li>2. Select the desired status.</li> </ol>	
<ol style="list-style-type: none"> <li>3. Click on the <b>display results</b> button. Open tenders that are in the indicated status will appear.</li> </ol>	

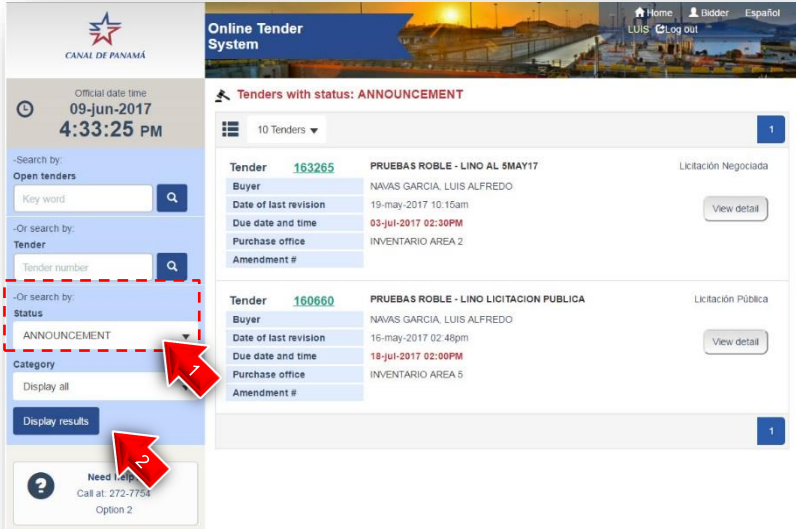
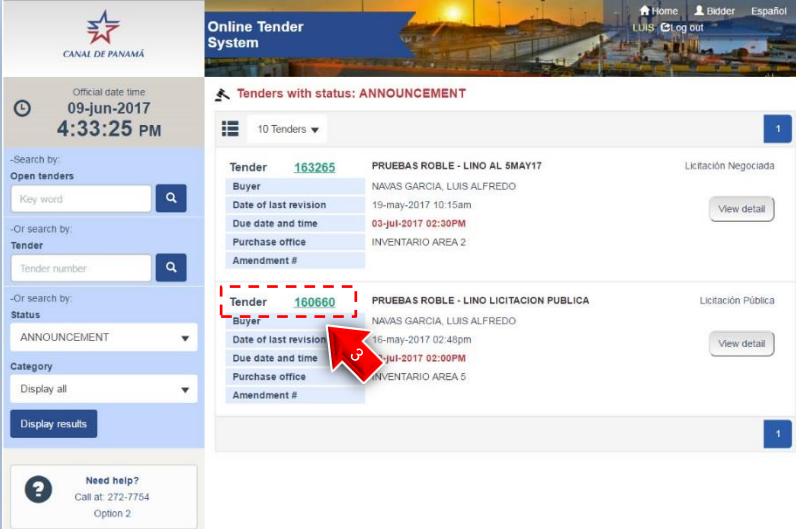
## Pasos para localizar licitaciones por categoría de compra:

Steps	Reference
<div>1. Click on the field Category of purchase, a list of the different <b>purchase categories</b> will appear.</div> <div>2. Select the desired one.</div>	<div><div><div><div><div>-Search by:</div><div>Open tenders</div><div><div>Key word</div><div>Q</div></div></div><div><div>-Or search by:</div><div>Tender</div><div><div>Tender number</div><div>Q</div></div></div><div><div>-Or search by:</div><div>Status</div><div>Display all</div></div><div><div>Category</div><div>Display all</div></div><div>Display results</div></div></div><div><div>Display all</div><div>Agricultural Mach/Equip</div><div>Agricultural Supplies</div><div>Alarm/Signal/Detection</div><div>Ammo/Explosives</div><div>Auto Parts</div><div>Auto Parts : Air Conditioning</div><div>Auto Parts : Body</div><div>Auto Parts : Electrical System</div><div>Auto Parts : Engine &amp; Transmissions</div><div>Auto Parts : Heavy Duty Equipment</div><div>Auto Parts : Hydraulic System</div><div>Auto Parts : Others</div><div>Auto Parts : Tires</div><div>Bearings</div><div>Display all</div><div>Display results</div></div></div>
<div>3. Click on the <b>display results</b> button. Open tenders that match the selected category will appear.</div>	<div><div><div><div><div><div><div><div><div>Home</div><div> bidder</div><div> Español</div></div><div><div>LUIS</div><div>Logout</div></div></div></div><div>Online Tender System</div></div></div><div><div>10 Tenders</div><div>12</div></div><div><div><div><div>Tender163265</div><div>PRUEBAS ROBLE - LINO AL 5MAY17</div><div>Licitación Negociada</div><div>ANNOUNCEMENT</div></div><div><div>Buyer</div><div>NAVAS GARCIA, LUIS ALFREDO</div></div><div><div>Date of last revision</div><div>19-may-2017 10:15am</div></div><div><div>Due date and time</div><div>03-jul-2017 02:30PM</div></div><div><div>Purchase office</div><div>INVENTARIO AREA 2</div></div><div><div>Amendment #</div><div></div></div><div>View detail</div></div><div><div><div><div>Tender160621</div><div>RODAMIENTOS ESPECIALES (SPECIAL BEARINGS)</div><div>Licitación Pública</div><div>EVALUATION</div></div><div><div>Buyer</div><div>GRAHAM PETERS, GERALD McDONALD</div></div><div><div>Date of last revision</div><div>14-dec-2016 11:30am</div></div><div><div>Due date and time</div><div>22-dec-2016 09:00AM</div></div><div><div>Purchase office</div><div>INVENTARIO AREA 1</div></div><div><div>Amendment #</div><div></div></div><div>View detail</div></div><div><div><div><div>Tender108566</div><div>BALINERA PARA RETROESCAVADORA MARCA CATERPILLAR</div><div>Micro-Compra</div><div>EVALUATION</div></div><div><div>Buyer</div><div>HINDS EMANUEL, GISELA ITZELL</div></div><div><div>Date of last revision</div><div>05-jan-2011 10:53am</div></div><div><div>Due date and time</div><div>06-jan-2011 03:00PM</div></div><div><div>Purchase office</div><div>OPM-MANT FLOTA Y EQUIPO</div></div><div><div>Amendment #</div><div></div></div><div>View detail</div></div></div><div><div>Need help?</div><div>Call at: 272-7754</div><div>Option 2</div></div></div></div></div></div></div>

# Bid Submittal

The system allows the participation in tenders that are in **Open status**, only the desired tenders must be located and the corresponding bids submitted.

## *Pasos para acceder a las licitaciones y el detalle de los pliegos de cargo*

Steps	Reference
<ol style="list-style-type: none"><li>1. Use any of the 4 open tender search options. Search for open tenders. In this example, in the <b>Tender Status</b> field we select <b>OPEN</b>.</li><li>2. Click on the <b>display results</b> button.</li></ol>	 <p>The screenshot shows the 'Online Tender System' interface. On the left, there are search filters: 'Official date time' (09-jun-2017 4:33:25 PM), 'Open tenders' (Key word), 'Tender' (Tender number), and 'Status' (dropdown menu). The 'Status' dropdown is highlighted with a red dashed box and a red arrow pointing to it. Below the search filters is a 'Display results' button, also highlighted with a red dashed box and a red arrow pointing to it. On the right, there is a list of tenders with status 'ANNOUNCEMENT'. The first tender is '163265 PRUEBAS ROBLE - LINO AL SMAY17' and the second is '160660 PRUEBAS ROBLE - LINO LICITACION PUBLICA'. The second tender is highlighted with a red dashed box and a red arrow pointing to it.</p>
<ol style="list-style-type: none"><li>3. Find the tender that you want to submit your bid for and click on the tender number to open it, and then access the details published for the tender.</li></ol> <p>You can obtain additional information by clicking on the number of the tender or the button. <b>See details</b> of the corresponding tender.</p>	 <p>The screenshot shows the 'Online Tender System' interface. On the left, there are search filters: 'Official date time' (09-jun-2017 4:33:25 PM), 'Open tenders' (Key word), 'Tender' (Tender number), and 'Status' (dropdown menu). The 'Status' dropdown is highlighted with a red dashed box and a red arrow pointing to it. Below the search filters is a 'Display results' button, also highlighted with a red dashed box and a red arrow pointing to it. On the right, there is a list of tenders with status 'ANNOUNCEMENT'. The first tender is '163265 PRUEBAS ROBLE - LINO AL SMAY17' and the second is '160660 PRUEBAS ROBLE - LINO LICITACION PUBLICA'. The second tender is highlighted with a red dashed box and a red arrow pointing to it. The 'View detail' button for the second tender is also highlighted with a red dashed box and a red arrow pointing to it.</p>

## Steps

Once the tender information is displayed, you should check it carefully before submitting a proposal to verify that you can comply with all terms and conditions.

Pay special attention to the bid information:

- Bid information : Parts 1 and 2
- Bid information : Parts 3 and 4
- Complete text in the clauses

And the link to additional information in each tender line.

4. Click on **send bid**.

5. Enter your email and password.

6. Click on **sign in**.

## Reference

Official date time  
09-jun-2017  
4:46:39 PM

Search by:  
Open tenders  
Key word [ ] [ ]

Or search by:  
Tender  
Tender number [ ] [ ]

Or search by:  
Status  
Display all [ ]

Category  
Bearings [ ]

Display results

Need help?  
Call at: 272-7754  
Option 2

Tender number 163265

Description: PRUEBAS ROBLE - LINO AL 5MAY17  
Date of last revision: 19-may-2017 10:15AM  
Due date and time: 03-jul-2017 02:30PM  
Amendment  
Status: ANNOUNCEMENT

Contact  
Buyer: NAVAS GARCIA, LUIS ALFREDO  
E-mail: LNAVAS@PANCANAL.COM  
Telephone: 221-6891 / 221-5082  
Purchase office: INVENTARIO AREA 2

Delivery  
Ship to: AUTORIDAD DEL CANAL DE PANAMA SECCION DE ADMON DE INVENTARIOS EDIFICIO 560, COROZAL OESTE EDIFICIO 560, COROZAL OESTE PANAMA PANAMA

Alternate manner to respond  
Delivery terms: DAP PANAMA  
Payment terms: NETO 30 DIAS  
Freight terms: PAGADO POR CONTRATISTA  
Shipment via

Licitación Negociada  
Send bid [ ]  
Print [ ]

Tender  
Tender: Parts 3 & 4  
Reference: Tender - Full text clauses

Line	Description	Unit of measure	Requested quantity	Category
1	DRG-IND-BEARING, THRUST BALL, 120 X 105 X 25 mm. REF. SKF 61124. Old S/N 430-0280.	Each	2	Bearings

Additional information

Inicio de sesión del Sistema de Licitaciones por Internet

Email Address  
Email Address [ ]

Password  
Password [ ]

Forgot your password?

Sign in

Si no está registrado, [regístrese aquí](#). El registro no tiene costo.  
Para más información referente a la aplicación, consulte la [Guía del usuario](#).



## Steps

The terms and conditions of the tender appear, you must read them.

7. Click on **accept the terms and conditions**

8. Click on **confirm**

## Reference

The screenshot shows a web interface for tender terms and conditions. At the top, a progress bar has four steps: 1. Sign in, 2. Terms and conditions (highlighted), 3. Send bid, and 4. Confirm. Below the progress bar, the page title is "Terms and conditions of the tender No: 163265" and "Amendment #". The description is "PRUEBAS ROBLE - LINO AL 5MAY17". The main content area displays the terms and conditions, starting with "ANEXO 4 A, CLÁUSULAS DEL CONTRATO, por referencia. Revisión 5 de agosto de 2016." and listing various clauses. At the bottom, there is a checkbox labeled "I accept the terms and conditions of the tender" which is checked. Below this checkbox are two buttons: "Confirm" and "Cancel". A red arrow labeled "7" points to the checkbox, and another red arrow labeled "8" points to the "Confirm" button.

## Steps

9. Enter the unit price.  
If you wish and if the tender allows it, you also can enter the description of the proposed item.  
The system will automatically display the total of the amounts entered.
10. Enter the text in the box (captcha).
11. Click on **confirm**.


## Reference

Line	Description	Unit of measure	Requested quantity	Unit price (U.S. Dollars \$)	Item offered specifications(1)
1	DRG-IND-BEARING, THRUST BALL, 120 X 155 X 25 mm. REF: SKF 51124. Old S/N 430-0280. <a href="#">Additional information</a>	Each	2	100.00	
2	DRG-IND- BEARING, SPHERICAL ROLLER, 280 X 380 X 75 mm. REF: SKF 23956 CC/W33. Old S/N 430-0440. <a href="#">Additional information</a>	Each	2	250.00	
3	DRG-IND- BEARING, SPHERICAL ROLLER, 260 X 360 X 75 mm. REF: SKF 23952 CC/W33. Old S/N 430-0520. <a href="#">Additional information</a>	Each	2	300.00	

Total: 1,300.00

(1) Please refer to paragraph 1.5.1.2, technical proposal.

To continue, please type the text that is displayed in the box



**Confirm** **Cancel**

12. Click on **Send bid**.

**Bid confirmation**

Are you sure you want to send a bid for tender number 163265?  
After verifying data entry, please press "Send bid"; otherwise, press "Cancel".

**Send bid** **Cancel**

13. Click on **View bid** **Close**, depending on your election.

The proposal has been registered in our system for bidding: 163265

The number assigned to your proposal is: 865294

Date / Time of receipt: 09-jun-2017 05:10pm

It is important that you save the pdf file of your proposal and keep it as proof

**View bid** **Close**



## Accessing the Evaluation Summary

The Bid Evaluation Summary contains a summary of the bids received during the tender process and the results of the evaluations made by ACP. This step must be in **evaluation**.

At the time the Bid Evaluation Summary is published, the possibility of accessing the details of the proposals through their number will depend on the type of bid. The following table shows these variations:


	Public	Presential Public-	Negotiated	Micro Purchases
Moment or stage when it is published	Opening of bid	Publish the Bid Summary	Award	Award
Can you access the bid details?	Yes	Yes	No	Yes

## Steps to access the Bid Evaluation Summary and the bids details

### Steps

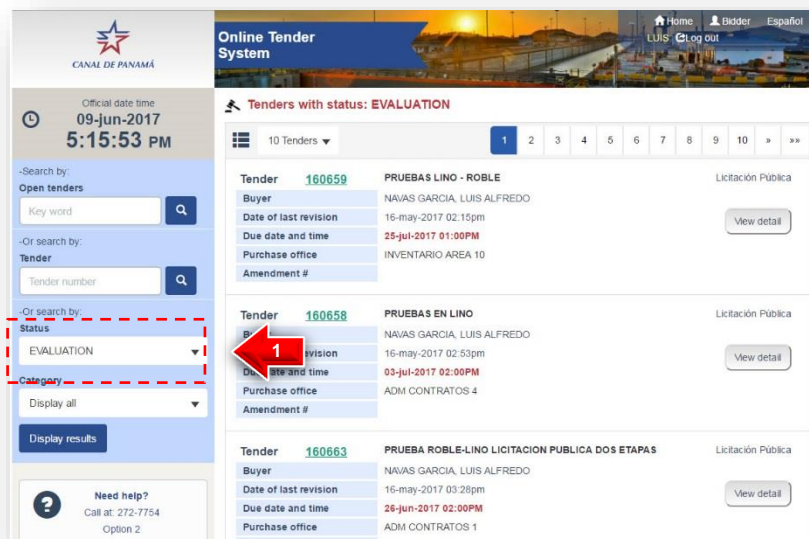
1. Find the tender. The search can be done by *Bid Number* or by *Bid Status*, which should be Evaluation.



Remember to click on  If you decide to

Search for a tender number or to display results by entering the tender number.

### Reference



Online Tender System

Official date time: 09-jun-2017 5:15:53 PM

-Search by: Open tenders

Key word

-Or search by: Tender

Tender number

-Or search by: Status

EVALUATION

Category

Display all

Display results

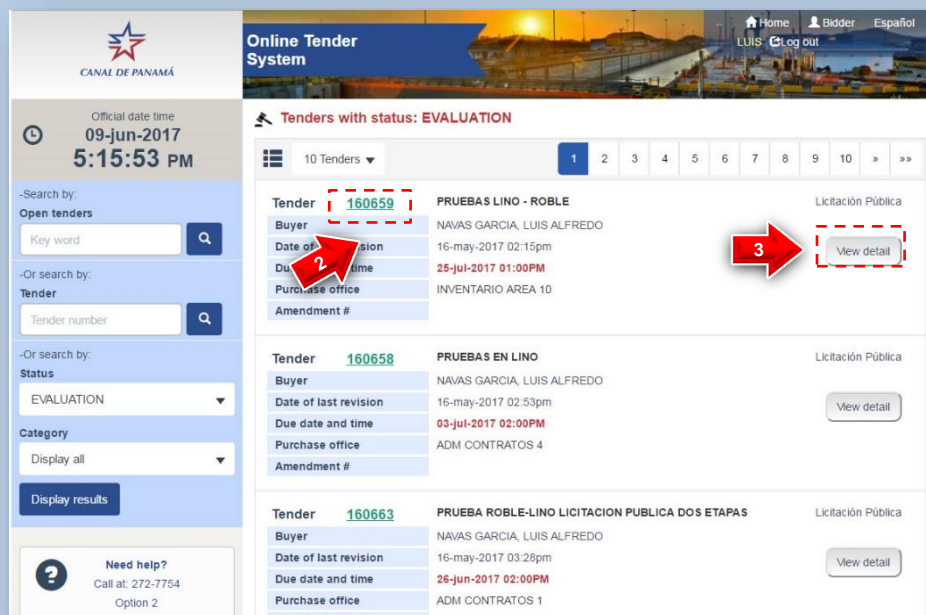
Need help? Call at: 272-7754 Option 2

Tenders with status: EVALUATION

10 Tenders

Tender	PRUEBAS LINO - ROBLE	Licitación Pública
160659	<p>Buyer: NAVAS GARCIA, LUIS ALFREDO</p> <p>Date of last revision: 16-may-2017 02:15pm</p> <p>Due date and time: 25-jul-2017 01:00PM</p> <p>Purchase office: INVENTARIO AREA 10</p> <p>Amendment #</p>	<a href="#">View detail</a>
160658	<p>Buyer: NAVAS GARCIA, LUIS ALFREDO</p> <p>Date of last revision: 16-may-2017 02:53pm</p> <p>Due date and time: 03-jul-2017 02:00PM</p> <p>Purchase office: ADM CONTRATOS 4</p> <p>Amendment #</p>	<a href="#">View detail</a>
160663	<p>Buyer: NAVAS GARCIA, LUIS ALFREDO</p> <p>Date of last revision: 16-may-2017 03:28pm</p> <p>Due date and time: 26-jun-2017 02:00PM</p> <p>Purchase office: ADM CONTRATOS 1</p> <p>Amendment #</p>	<a href="#">View detail</a>

2. Select the tender number
3. Click on **View details**



Online Tender System

Official date time: 09-jun-2017 5:15:53 PM

-Search by: Open tenders

Key word

-Or search by: Tender

Tender number

-Or search by: Status

EVALUATION

Category

Display all

Display results

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Tenders with status: EVALUATION

10 Tenders

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160663	<p>Buyer: NAVAS GARCIA, LUIS ALFREDO</p> <p>Date of last revision: 16-may-2017 03:28pm</p> <p>Due date and time: 26-jun-2017 02:00PM</p> <p>Purchase office: ADM CONTRATOS 1</p> <p>Amendment #</p>	<a href="#">View detail</a>

## Steps

The image of the Bid Evaluation Summary will come up.

It can be saved, printed or enlarged accordingly by clicking on the corresponding button.

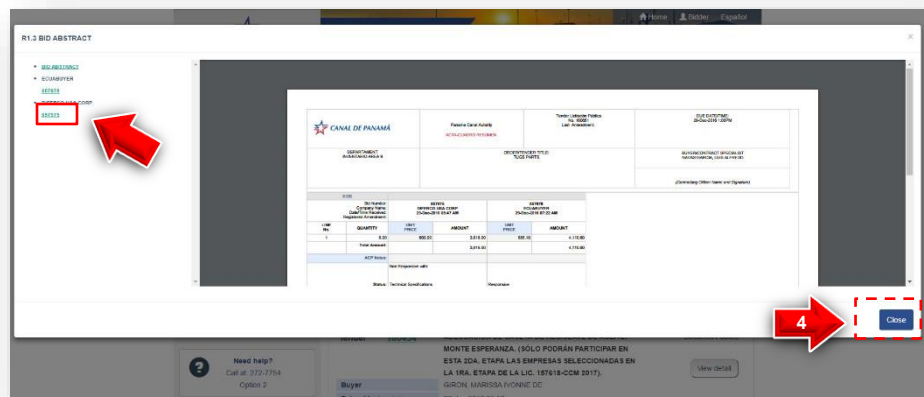



*Your computer must have the Acrobat Reader application properly installed.*

The system also allows you to see the bids details for each of the bidders, just click on the number of the bid you want to see.

- To finish, click on **Close**.

## Reference



		Autoridad del Canal de Panamá  ACTA-CUADRO RESUMEN		Licitación Pública No. 150700 Última Enmienda		FECHA DE CONOCIMIENTO DE PROPUESITAS 30-Sep-2016 1:00PM			
OFICINA ORIGINADORA ADM CONTRATOS 3				TITULO DE LA COMPRA LICITACIÓN LICITACIÓN DE PRUEBA - 24-JUN-2016 #1		NOMBRE DEL AGENTE ESPECIALISTA DE CONTRATOS DOMINGUEZ CRUZ, NICOLAS ALBERTO			
						(Nombre y Firma del Oficial de Contrataciones)			

PROPUESTAS									
		843821 ARIAL S.A 01-Jan-0001		843722 ARLEQUIN FIESTAS Y DIVERSIONES 01-Jan-0001		843800 DECO LOCKS INC 01-Jan-0001		843741 FURSYS S.A 01-Jan-0001	
REGLÓN No.	CANTIDAD	PRECIO UNITARIO	MONTO	PRECIO UNITARIO	MONTO	PRECIO UNITARIO	MONTO	PRECIO UNITARIO	MONTO
1	8.00		0.00	45.00	360.00		0.00		0.00
2	4.00		0.00		0.00	1,234.00	4,936.00		0.00
3	2.00		0.00		0.00		0.00		0.00
4	2.00	12,344.35	24,688.69		0.00		0.00		0.00
5	4.00		0.00		0.00		0.00	3.00	12.00
	Monto Total:		24,688.69		360.00		4,936.00		12.00
Notas por ACP:									
Estatus:									
Número de adjuntos recibidos:		0		0		0		0	
Observación por propuesta:									
Comentarios Generales									
Asistentes									
Firmas									

## Evaluation History

The steps to access the history of the goods and services purchased and received are evaluated by users, you can see the results of your evaluations through the system, once you have accessed our website <http://micanaldepanama.com> through the links **Tenders** → **Suppliers**.

The information of the **evaluation history** can be reviewed at any time, by accessing the links: **Bidder** → **Evaluation History**.

### Steps to access the evaluation history:

Steps	Reference
1. Select the link <b>Bidder</b> once you are logged in	 The screenshot shows the 'Online Tender System (SLI)' interface. At the top, there's a navigation bar with links for Home, Bidder, and Español. A red arrow points to the 'Bidder' link. Below the navigation bar, there's a welcome message and a search section with filters for Open tenders, Tender, Status, and Category. A large image of a ship in a canal is displayed on the right side of the page.

## Steps

2. You must enter the search information for your evaluations. The search can be done by:
  - a. Award date
  - b. Contract number
3. When you finish, click on **Display evaluation** corresponding to the selected search.

## Reference

The screenshot shows the 'Online Tender System' interface. On the left, there are search filters for 'Award date' and 'Contract number'. The 'Award date' filter is active, showing a date range from '14-aug-2017' to '3:24:09 PM'. The 'Contract number' filter is also visible. The 'Display evaluation' button is highlighted with a red dashed box and a red arrow pointing to it. The interface also includes a 'Registry update' button and a 'Contractor's evaluation' button.

Evaluations are presented in page format and are sorted by award date, and you can search until you find the one you are looking for.

4. To enter the details of the evaluation you must select the contract number, or you can also obtain a summary of the evaluations by selecting the **view summary** button.

The screenshot shows the 'Sistema de Licitaciones por Internet (SLI)' interface. It displays a list of evaluations with columns for 'Contrato', 'Release', 'Adjudicación', 'Plazo entrega', 'Evaluación Total', 'Observación', and 'Monto (\$)'. The 'Ver Resumen' button is highlighted with a red dashed box and a red arrow pointing to it. The interface also includes a 'Listado de evaluaciones' section and a 'Regresar' button.

Contrato	Release	Adjudicación	Plazo entrega	Evaluación Total	Observación	Monto (\$)
343675	0	16-nov-2015	16-nov-2015	Satisfactorio		426.00
339900	0	10-sep-2015	15-sep-2015	Satisfactorio		426.00
331677	0	20-may-2015	25-may-2015	Satisfactorio		431.00
325963	0	27-feb-2015	03-mar-2015	Satisfactorio		440.00
323009	0	13-ene-2015	23-ene-2015	Satisfactorio		6400.00
322395	0	30-dic-2014	31-dic-2014	Satisfactorio		2000.00
322235	0	24-dic-2014	26-dic-2014	Satisfactorio		1740.00
321408	0	12-dic-2014	16-dic-2014	Satisfactorio		426.00
320441	0	26-nov-2014	27-nov-2014	Satisfactorio		900.00
319006	0	31-oct-2014	06-nov-2014	Satisfactorio		360.00

## Steps

Selecting the Contract link presents the details of the contract and the respective evaluation criteria by factor.

## Reference

Fecha y hora ACP  
**1-Dec-2016**  
**02:22:10 PM**


  
**Detalle de la Evaluación**

**Orden de Compra / Contrato**


Número del Contrato:	CDO	102251	PIP	Release:	0
Tipo de Documento:	STANDARD		Descripción: IMPRESION DE EL FARO		
Fecha de Adjudicación:	17-dec-2002				
Monto Total (\$):	B/. 4,3681.00				

Evaluación					
Factor	Evaluación	Peso	Criterios para la evaluación por factor		
			Satisfactorio	Regular	Deficiente
Calidad:	Satisfactorio	45.00	Cumplió con los requisitos establecidos.	Cumplió con los requisitos luego de correctivos, (para obras, solicitudes de correcciones notificadas formalmente al contratista).	Resolución parcial o total del contrato por causas imputables al contratista.
Puntualidad:	Satisfactorio	40.00	Cumplió con el plazo de entrega del contrato.	Cumplió el plazo con extensiones de tiempo imputable al contratista que NO afecten las operaciones de la unidad.	Resolución parcial o total por incumplimiento del contratista o cumplimiento del plazo con extensiones de tiempo imputables al contratista que afectan las operaciones de la unidad.
Relaciones Comerciales y Seguridad:	Satisfactorio	15.00	Comunicación proactiva sobre aspectos administrativos del contrato, y cumplió con los aspectos de seguridad, cuando aplican.	Comunicación reactiva sobre aspectos administrativos, corrigió deficiencias en aspectos de seguridad, después de llamadas de atención formales.	Comunicación poco diligente o actuación evasiva sobre aspectos administrativos, o resolución parcial o total por incumplimiento de aspectos administrativos o suspensión de obra por diferencias de seguridad.
<b>Puntaje Total:</b>		100.00			
Observación:					

In the evaluation summary, two tables are presented in descending order by award date: Distribution by qualification and evaluation by factor.

Fecha y hora ACP  
**1-Dec-2016**  
**02:19:26 PM**


  
**Resumen de las Evaluaciones**

**Evaluaciones desde 01-oct-2015 en adelante**

Distribución por Calificación		Evaluación por Factor		
Calificación	No. de Evaluaciones	Factor	Evaluación Promedio	Peso
Deficiente	0	Calidad	10.00	Satisfactorio 45%
Regular	0	Puntualidad	10.00	Satisfactorio 45%
Satisfactorio	3	Relaciones Comerciales y Seguridad	10.00	Satisfactorio 10%
<b>Total:</b>	<b>3</b>	<b>Total:</b>	<b>10.00</b>	<b>Satisfactorio</b>

**Evaluaciones desde 07-oct-2010 hasta 30-sep-2015**

Distribución por Calificación		Evaluación por Factor		
Calificación	No. de Evaluaciones	Factor	Evaluación Promedio	Peso
Deficiente	0	Calidad	10.00	Satisfactorio 40%
Regular	0	Puntualidad	10.00	Satisfactorio 40%
Satisfactorio	29	Relaciones Comerciales y Seguridad	10.00	Satisfactorio 20%
<b>Total:</b>	<b>29</b>	<b>Total:</b>	<b>10.00</b>	<b>Satisfactorio</b>