

Bidalize demo pack

One request for quotation and four supplier quotes, each in a different format. About 10 minutes.

What's in the pack

- **1_Request_for_quotation.pdf**: electrical materials for an office fit-out in Dubai, 5 items, priced in AED.
- **Quote A**: a clean PDF in AED. **Quote B**: an Excel sheet in US dollars. **Quote C**: a phone photo of a printed quote in Arabic. **Quote D**: prices typed in a plain email.

How to run it

1. Sign in to Bidalize, or create a free account at bidalize.com. The demo uses 1 of your 5 free requests.
2. **New request** → **Start from a document** and choose the request PDF. Check the fields it filled in and save. **Don't send it to suppliers**: the addresses in this pack are not real.
3. Open **Quotes** and drop in Quote A, Quote B and Quote C.
4. For Quote D, either upload the .txt file, or copy its text into an email to the request's own address shown on the Quotes page (rfp-...@quote.bidalize.com). The email route is how real suppliers reply.
5. Click **Build the comparison sheet** and settle the amber cells: they are figures Bidalize wants you to confirm. Typing the same figure into an amber cell confirms it.
 - **Gulfmark, LED panels**: priced per pack of 4. 30 packs = 120 panels, so type **2460**.
 - **Gulfmark, Tax**: the quote says 5% VAT is added. Type **525.85** (5% of USD 10,517).
 - **Bright Line**: the email gives rates only (per 50 m drum, per 100 m coil, each). Bidalize proposes rate × the quantity asked, for example 10 × 1,980 per 50 m drum = 19,800. Confirm each line by typing the figure shown. Then type **1793** in its Tax cell (5% VAT).
6. Read the Rank row. Lock the quotes before any award.

What you should see (answer key, AED, including 5% VAT)

Quote	How it arrives	Total incl. VAT	Rank	Why
A · Sandline	PDF, AED, VAT shown separately	41,716.50	#2	Within every limit: delivery 7 days, 24-month warranty, free delivery. About AED 1,160 dearer than B.
B · Gulfmark	Excel, US dollars, LED priced per pack of 4, delivery charged	40,554.87	#1	Lowest total once USD is converted at 3.6725 and the delivery charge and 5% VAT are added. 30 packs = 120 panels.
C · Qasr Cables	Phone photo, Arabic, prices include VAT, MCBs per box of 12	41,317.50	#3	Delivery 21 days, over the 14-day maximum, so it ranks after the quotes within the limits and awarding it would need sign-off. Also 7 boxes = 84 MCBs against 80.
D · Bright Line	Plain email, cable priced per drum and coil, one item missing	37,653.00 (4 of 5 items)	not ranked	Looks cheapest, but quotes no cable glands, and its 6-month LED warranty is under the 12-month minimum.

Expected recommendation: Quote B (Gulfmark), about AED 40,555 including VAT, roughly AED 1,162 below Quote A. The cheapest-looking quote (D) is not ranked because it misses an item, and the Arabic photo (C) ranks last because its delivery is over the maximum. The sheet says why in each case.

The sheet shows totals in your organisation's base currency; if that is not AED the figures differ but the order is the same. Other reasons numbers differ: an exchange rate other than 3.6725 in your settings, or a reading you corrected. Every figure links back to the document it came from.