

تمكين  
للتقنيات



## Vendor Portal

Made by Software Engineering Department




## Registration

Step 1: Company  
Questionnaire

1

All fields must be completed to unlock the next step



Tamkeen  
Technologies

SIGN UP

1 Questionnaire >>

2 Login Information >>

3 Company Information >>

4 Documents >>

5 Banks Information

Questionnaire

Section 1: Company Profile

How long has your company been operating? \*

10+ Years

Number of employees: \*

Large(+250)

Section 2: Quality Management

Does your company hold any relevant quality certifications (e.g., ISO 9001, Six Sigma)? \*

No

Does your company have a process in place to handle customer complaints? \*

Yes

Section 3: References and Track Record

Can you provide references from three clients in similar industries?

first

second

third

2

After filling all fields click **Next** to proceed to the next step

Does your company have process in place to handle disputes or issues with clients? \*

Yes

**Section 4: Cost and Value**

Do you offer any value-added services that could benefit our partnership? \*

Yes

AI & Data services

What are your advance payment standards? \*

10% advance payment

**Section 5: Cyber Security**

Do you have an Information Security function in your organization? \*

Yes, and all activities are managed by us.

Do you have a documented information security policy? \*

Yes

Does your organization have an internal audit department/team? \*

Yes

Next




Registration

Step 2: Login  
Information

1

Fill in all the fields



Tamkeen Technologies

SIGN UP

1 Questionnaire >>

2 Login Information >>

3 Company Information >>

4 Documents >>

5 Banks Information

Login Information

Full Name \*

ibrahim bander

User Email \*

name@example.sa

Password \*

.....

Confirm Password \*

.....

Password Requirements

In order to keep your account secure, make sure your password:

- Must be at least 8 characters long.
- Must contain at least one uppercase letter and one lowercase letter.
- Must include at least one symbol.

User Phone \*

SA (+966)

554433212


Previous

+

Next

2

Optional : Flexibility to Add 3 other contacts



Tamkeen Technologies

SIGN UP

1 Questionnaire >>

2 Login Information >>


3 Company Information >>

4 Documents >>


5 Banks Information

Login Information

Full Name \*  

 ibrahim bander

User Email \*  

 name@example.sa

Password \*  

.....

Confirm Password \*  

.....

Password Requirements

In order to keep your account secure, make sure your password:

- Must be at least 8 characters long.
- Must contain at least one uppercase letter and one lowercase letter.
- Must include at least one symbol.

User Phone \*  

SA (+966)554433212

Previous

+

Next

3

Optional : Fill in the fields

Password \*

.....

Confirm Password \*

.....

Password Requirements

In order to keep your account secure, make sure your password:

- Must be at least 8 characters long.
- Must contain at least one uppercase letter and one lowercase letter.
- Must include at least one symbol.

User Phone \*

SA (+966) ▾

5533729101

Other Contacts Information

<div>Other Contact Name</div> <div></div>	<div>Other Contact Email</div> <div></div>	<div>Other Contact Phone</div> <div><div>SA (+966) ▾</div><div></div></div>
---	--	---

Previous

+

Next



4

After filling all fields click **Next** to proceed to the next step

Password \*

.....

Confirm Password \*

.....

Password Requirements

In order to keep your account secure, make sure your password:

- Must be at least 8 characters long.
- Must contain at least one uppercase letter and one lowercase letter.
- Must include at least one symbol.

User Phone \*

SA (+966) ▾

5533729101

Other Contacts Information

Other Contact Name

Bander

Other Contact Email

Bander@example.com

Other Contact Phone

SA (+966) ▾

533729155

Other Contact Name

Saad

Other Contact Email

Saad@example.com

Other Contact Phone

SA (+966) ▾

533779155

Other Contact Name

Mohammed

Other Contact Email

Mohammed@example.com

Other Contact Phone

SA (+966) ▾

577729155

Previous

+

Next




## Registration

Step 3: Company  
Information ( Saudi  
Companies )

1

Fill in all the fields

 **Tamkeen**  
Technologies

SIGN UP

1 Questionnaire >>

2 Login Information >>

3 Company Information >>

4 Documents >>

5 Banks Information

Company Information

Country \*

Saudi Arabia

Company Type \*

Saudi Company

Company Name \*

TamkeenTechnologiees

Company Arabic Name \*

تمكين للتقنيات

Company Email \*

TamkeenTechnologiees@tamkeen.sa

Company Phone \*

SA (+966)114877888

Company Website \*

https://TamkeenTechnologiees.sa

Commercial Registration \*

1019190721

Company Age \*

03/11/2022

National Identity Number

City \*

Riyadh

Street \*

Riyadh

Postal Code \*

122111

Main Category \*

Administration

2

Check multiple choices in sub activities

then **Next** to proceed to the next step

Postal Code \*

122111

Main Category \*

Administration

Sub Activity \*

Access Control, Access Control, Antivirus Scanner

Search...

☒ Access Control

☒ Access Control

Next




## Registration

Step 3: Company  
Information ( Saudi  
Freelance )

1

Fill in all the fields



Tamkeen Technologies

SIGN UP

1 Questionnaire >>

2 Login Information >>

3 Company Information >>

4 Documents >>

5 Banks Information

Company Information

Country \*

Saudi Arabia

Company Type \*

Freelance

Company Name \*

TamkeenTechnologiees

Company Arabic Name \*

تمكين للتقنيات

Company Email \*

TamkeenTechnologiees@tamkeen.sa

Company Phone \*

SA (+966) 114877888

Company Website \*

https://TamkeenTechnologiees.sa

Commercial Registration

Company Age

dd/mm/yyyy

National Identity Number \*

123456789

City \*

Riyadh

Street \*

Riyadh

Postal Code \*

122111

Main Category \*

Administration

2

Check multiple choices in sub activities

then **Next** to proceed to the next step

Postal Code \*

122111

Main Category \*

Administration

Sub Activity \*

Access Control, Access Control, Antivirus Scanner

Search...

☒ Access Control

☒ Access Control

Next




## Registration

Step 3: Company  
Information ( Non -  
Saudi Companies )



1

Fill in all the fields



Tamkeen Technologies

SIGN UP

1 Questionnaire >>

2 Login Information >>

3 Company Information >>

4 Documents >>

5 Banks Information

Company Information

Country \*

United States

Company Type

Foreign

Company Name \*

TamkeenTechnologiees

Company Arabic Name

Company Email \*

TamkeenTechnologiees@tamkeen.sa

Company Phone \*

US (+1)

114877888

Company Website \*

https://TamkeenTechnologiees.sa

Commercial Registration \*

1019190721

Company Age \*

03/11/2022

National Identity Number

City \*

US

Street \*

US

Postal Code \*

122111

Main Category \*

Administration

17

2

Check multiple choices in sub activities

then **Next** to proceed to the next step

Postal Code \*

122111

Main Category \*

Administration

Sub Activity \*

Access Control, Access Control, Antivirus Scanner

Search...

☒ Access Control

☒ Access Control

Next




## Registration

Step 4: Documents  
(Saudi Companies)

1

For Saudi's companies mandatory to fill all shown fields



Tamkeen  
Technologies

SIGN UP

1 Questionnaire >>

2 Login Information >>

3 Company Information >>

4 Documents >>

5 Banks Information

Documents

Commercial Registration Number \*

6765432345

Commercial Registration Expire Date \*

dd/mm/yyyy

Commercial Registration \*

Choose File Only PDF document

Maximum size: 2MB.

Authorized Letter Number \*

Authorised Letter Expire Date \*

dd/mm/yyyy

Authorised Letter \*

Choose File Only PDF document

Maximum size: 2MB.

Zakat Number \*

Zakat Expire Date \*

dd/mm/yyyy

Zakat Certificate \*

Choose File Only PDF document

Maximum size: 2MB.

GOSI Number \*

GOSI Expire Date \*

dd/mm/yyyy

GOSI Certificates \*

Choose File Only PDF document

Maximum size: 2MB.

VAT Number \*

VAT Expire Date

dd/mm/yyyy

VAT Certificate \*

Choose File Only PDF document

Maximum size: 2MB.

Do you have a Medium Small Enterprise (Monsha'at) Certificate? \*

Yes

No

I have Local Content Certificate (LC) \*

Yes

No

Company Profile Number

Company Profile Expire Date

dd/mm/yyyy

Company Profile Certificate

Choose File Only PDF document

Maximum size: 2MB.

2

After filling all mandatory fields click **Next** to proceed to the next step

Company Profile Number	Company Profile Expire Date	Company Profile Certificate
<input type="text"/>	<input type="text" value="dd/mm/yyyy"/>	<div>Choose File Only PDF document</div>
		Maximum size: 2MB.
Quality Management Certificate Number	Quality Management Certificate Expire Date	Quality Management Certificate
<input type="text"/>	<input type="text" value="dd/mm/yyyy"/>	<div>Choose File Only PDF document</div>
		Maximum size: 2MB.
Other Number	Other Expire Date	Other Certificate
<input type="text"/>	<input type="text" value="dd/mm/yyyy"/>	<div>Choose File Only PDF document</div>
		Maximum size: 2MB.
Other Number	Other Expire Date	Other Certificate
<input type="text"/>	<input type="text" value="dd/mm/yyyy"/>	<div>Choose File Only PDF document</div>
		Maximum size: 2MB.
Other Number	Other Expire Date	Other Certificate
<input type="text"/>	<input type="text" value="dd/mm/yyyy"/>	<div>Choose File Only PDF document</div>
		Maximum size: 2MB.
<div>Previous</div>		<div>Next</div>




## Registration

Step 4: Documents  
(Saudi Freelance)

1

For **Saudi Freelance** mandatory to fill all shown fields



SIGN UP

1 Questionnaire >>

2 Login Information >>

3 Company Information >>

4 Documents >>

5 Banks Information

Documents

National Identity Number *	National Identity Expire Date *	National Identity document *
<input type="text" value="5432"/>	<input type="text" value="dd/mm/yyyy"/>	<div><div>Choose File Only PDF document</div><div>Maximum size: 2MB.</div></div>
Freelancer work Number *	Freelancer work Expire Date *	Freelancer work document *
<input type="text"/>	<input type="text" value="dd/mm/yyyy"/>	<div><div>Choose File Only PDF document</div><div>Maximum size: 2MB.</div></div>
Quality Management Certificate Number	Quality Management Certificate Expire Date	Quality Management Certificate
<input type="text"/>	<input type="text" value="dd/mm/yyyy"/>	<div><div>Choose File Only PDF document</div><div>Maximum size: 2MB.</div></div>
Other Number	Other Expire Date	Other Certificate
<input type="text"/>	<input type="text" value="dd/mm/yyyy"/>	<div><div>Choose File Only PDF document</div><div>Maximum size: 2MB.</div></div>
Other Number	Other Expire Date	Other Certificate
<input type="text"/>	<input type="text" value="dd/mm/yyyy"/>	<div><div>Choose File Only PDF document</div><div>Maximum size: 2MB.</div></div>
Other Number	Other Expire Date	Other Certificate
<input type="text"/>	<input type="text" value="dd/mm/yyyy"/>	<div><div>Choose File Only PDF document</div><div>Maximum size: 2MB.</div></div>

Previous

Next



## Registration

Step 4: Documents  
(Non - Saudi  
Companies)



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## Registration

Step 5: Banks  
information

1

Fill in all the fields



SIGN UP

1 Questionnaire >> 2 Login Information >> 3 Company Information >> 4 Documents >> 5 Banks Information

Banks Information

Currency \*

SAR

Bank Name \*

Arab Bank PLC

Company Name in Bank \*

Bank Branch \*

Bank Address \*

Account Number \*

Iban Number \*

Swift Code \*

Bank Cert \*

Choose File Only PDF document

☐ By registering, I agree to share the data with Tanafos platform.

☐ I confirm the accuracy of the data and documents provided. I take full responsibility for any errors and will inform Tamkeen Company of any changes. I understand I am legally responsible for any discrepancies.

☐ I have read and accept the [Terms & Conditions](#).

☐ I have read and accept the [Code of Business Conduct & Ethics](#).

Previous

Register

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2

Check Agreement to Share Data and Accuracy and Responsibility

Banks Information

Currency \*

SAR

Bank Name \*

Arab Bank PLC

Company Name in Bank \*

Tamkeen

Bank Branch \*

riyadh

Bank Address \*

riyadh

Account Number \*

1122334455

Iban Number \*

11223344556677889900

Swift Code \*

1234

Bank Cert \*

AA.pdf

- ☐ By registering, I agree to share the data with Tanafos platform.
- ☐ I confirm the accuracy of the data and documents provided. I take full responsibility for any errors and will inform Tamkeen Company of any changes. I understand I am legally responsible for any discrepancies.
- ☐ I have read and accept the [Terms & Conditions](#).
- ☐ I have read and accept the [Code of Business Conduct & Ethics](#).

Previous

Register

Click on [Terms & Conditions](#) and [Code of Business Conduct & Ethics](#) to read them, then check the boxes to confirm your acceptance

☒

By registering, I agree to share the data with Tanafos platform.

☒

I confirm the accuracy of the data and documents provided. I take full responsibility for any errors and will inform Tamkeen Company of any changes. I understand I am legally responsible for any discrepancies.

☐

I have read and accept the [Terms & Conditions](#).

☐

I have read and accept the [Code of Business Conduct & Ethics](#).

Previous

Register



User Home Page

Message types



After the registration this message will appear, until accept registration



Contact

TamkeenTechnologies ▾

Your registration is currently under review. You will receive an email notification once your registration has been approved.  
Thank you for your patience



If the registration **rejected** this message will appear



Contact

TamkeenTechnologies ▾

Unfortunately, your profile updates has been rejected.  
Please update your information [here](#) and submit again.





If the registration **Need Action ( Documents expired )** this message will appear



Contact

Tamkeen Technologies ▾

Unfortunately, your profile updates has been **Need Action**.  
Please update your information [here](#) and submit again.



If the company **blacklisted** this message will appear



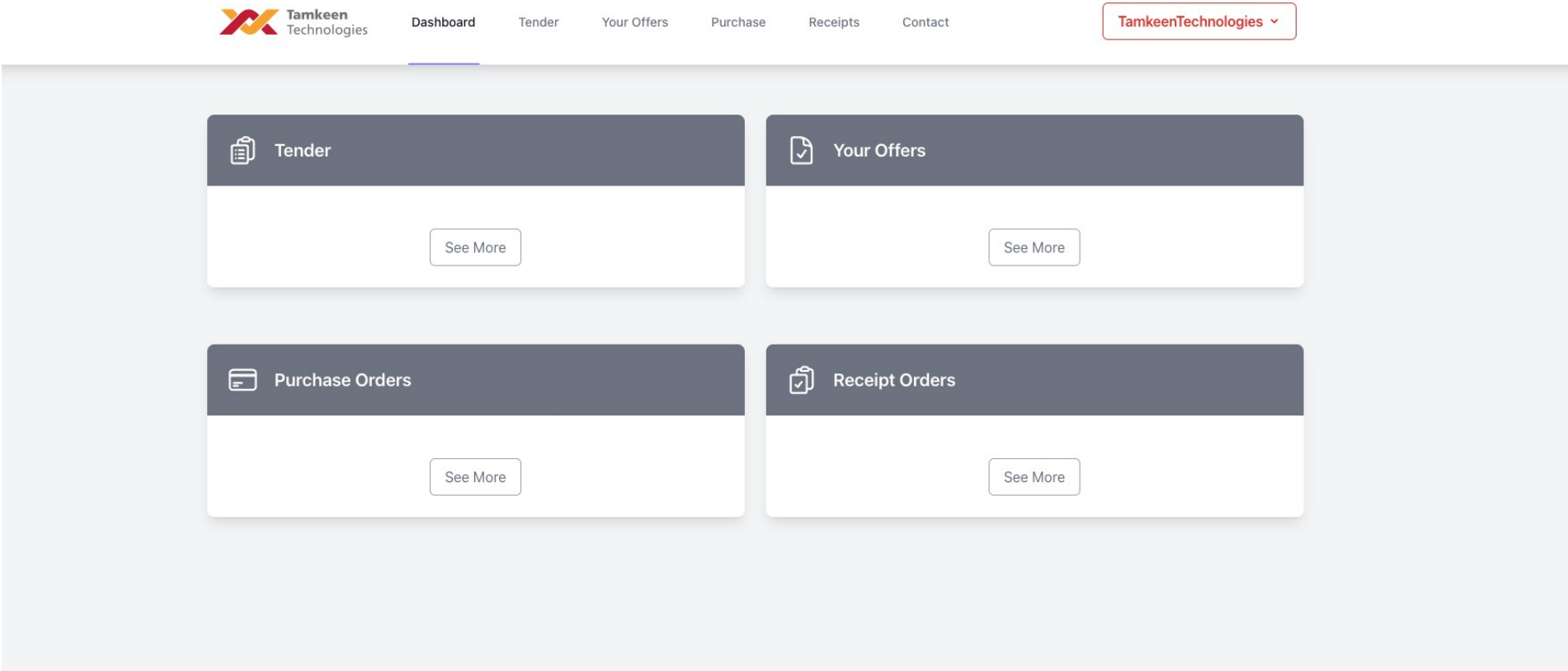
Contact

TamkeenTechnologies ▾

Unfortunately, your account has been blacklisted. You can't use the system anymore.



If the registration **accepted** the main page will appear





User Home Page

Update information

1

Click [here](#) to update the information



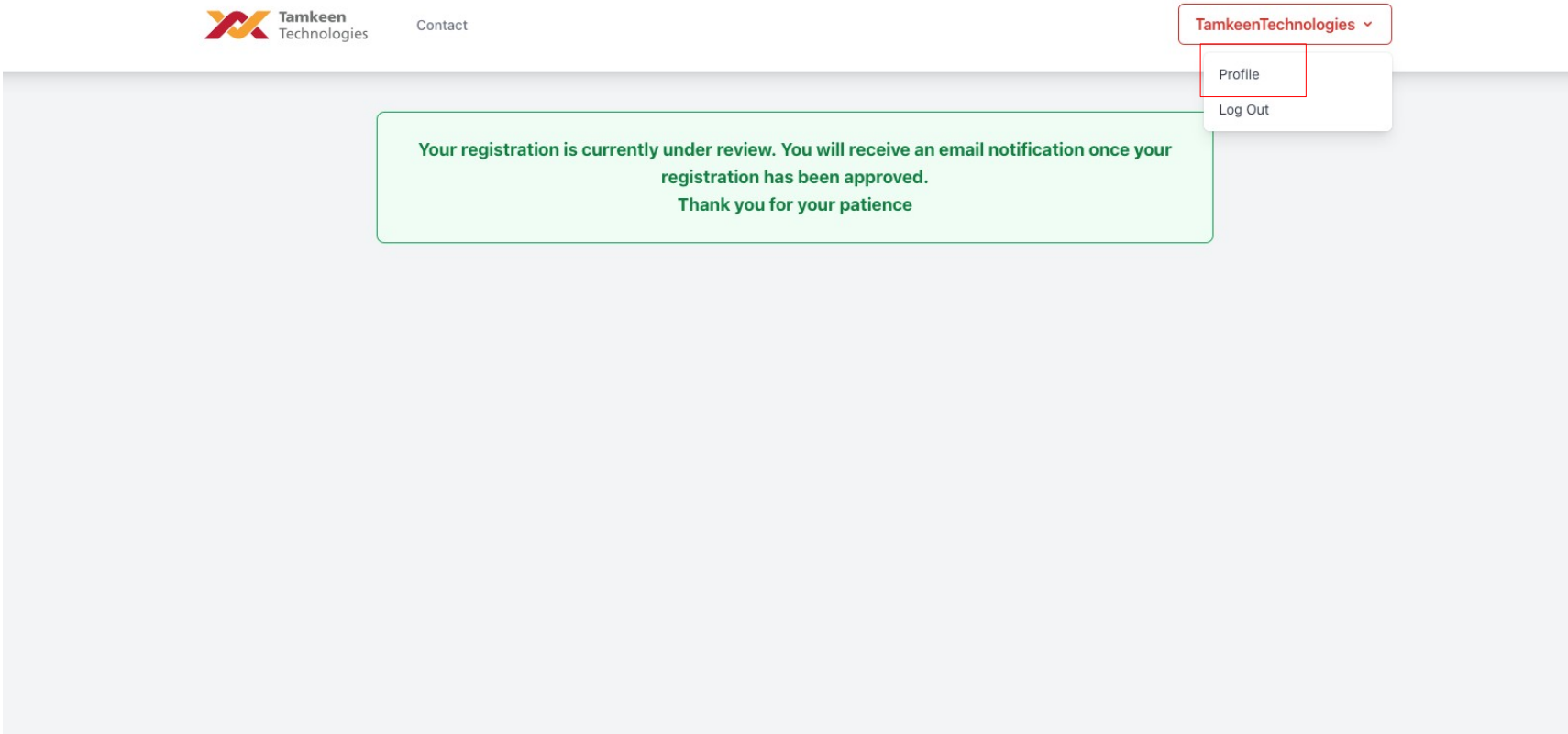
Contact



Your registration is currently under review. You will receive an email notification once your registration has been approved.  
Thank you for your patience

2

Click [here](#) to update the information



3

Update any part, then click **save**



Contact

TamkeenTechnologies ▾

Note: If you submit any changes, your account will be paused until the procurement team approves the updates.

Profile Information

Update your account's profile information and email address.

Name

TamkeenTechnologies

Phone Number

(+96 ▾ 114877888

Email

info@tamkeentech.sa

SAVE

Company Information

Update your company information

4

This message will appear, then wait until approved the changes



Contact

TamkeenTechnologies ▾

Your profile updates is currently under review. You will receive an email notification once your information has been approved.  
Thank you for your patience





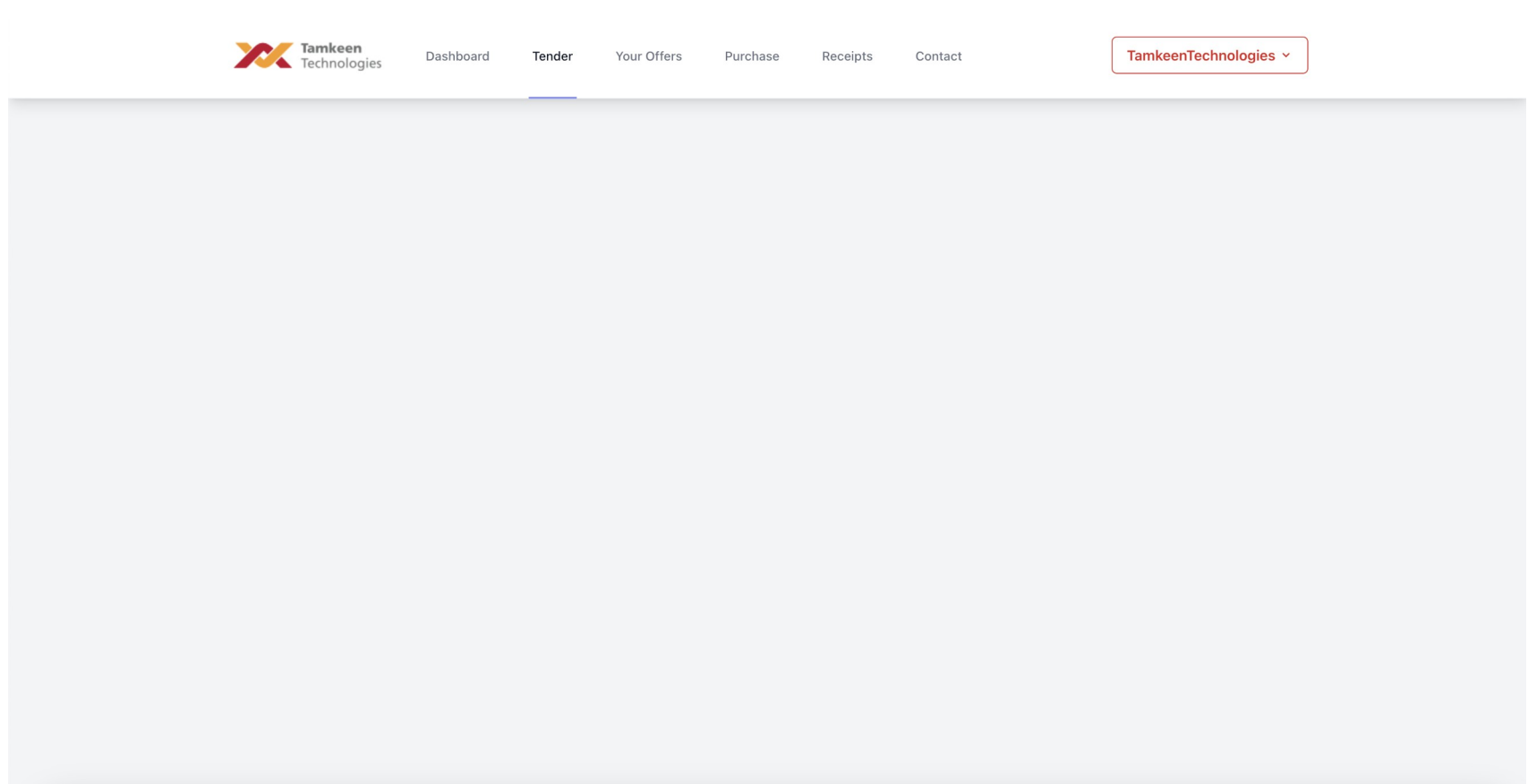
User Home Page

Tenders



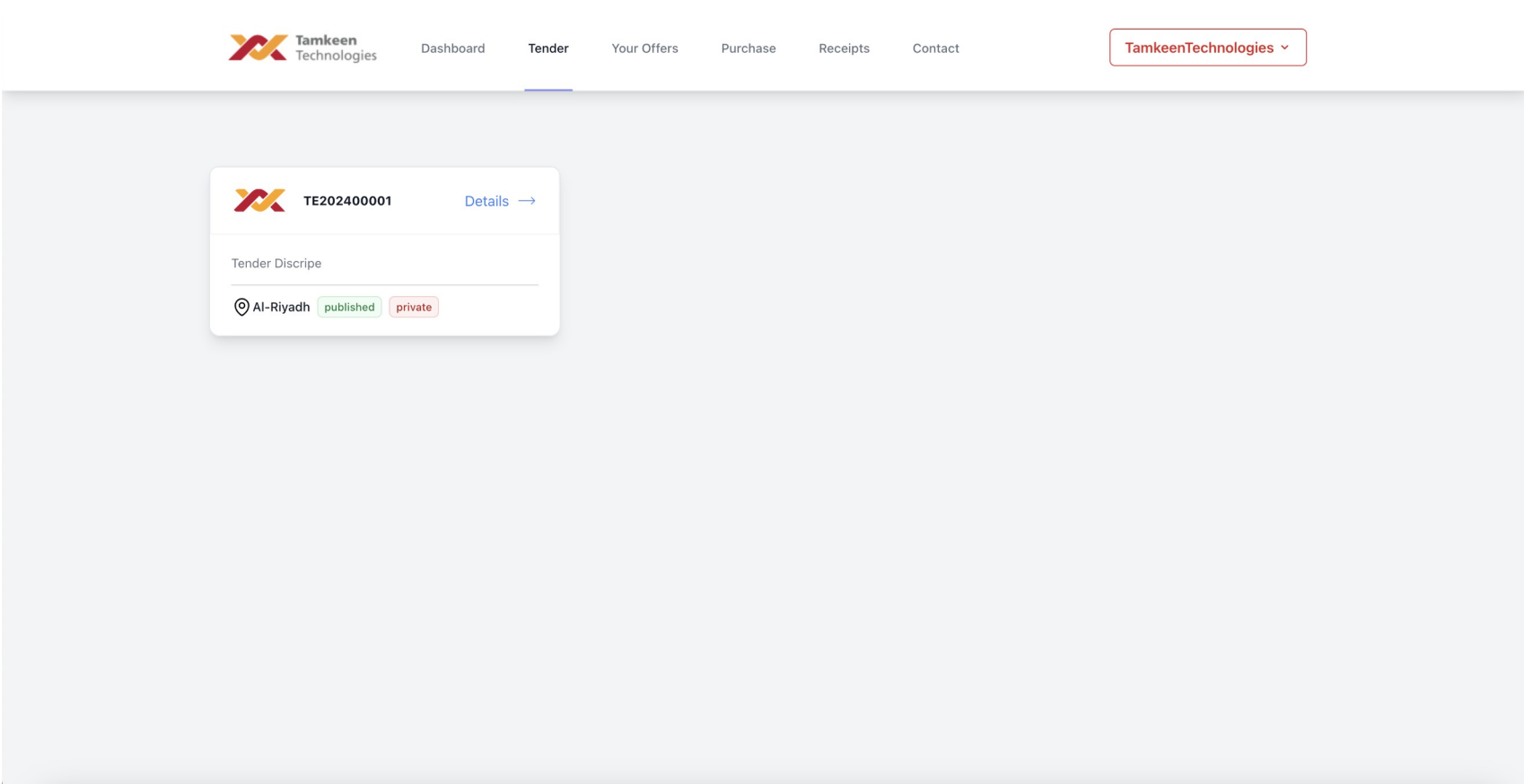
1

First, the tender page will be **empty** until vendor get invitation




2

After getting invitation for specific tender it will appear




3

Click details to view the tender


DashboardTenderYour OffersPurchaseReceiptsContact

TamkeenTechnologies ▾

TE202400001


Details →

Tender Discripe

 Al-Riyadh published private

4

It will show detail of the tender, for inquiries click here

DashboardTenderYour OffersPurchaseReceiptsContact

TamkeenTechnologies ▾

Tender Details

Quantities Table

RFP Evaluation

Inquiries


Tender Details

Basic Information	
Tender Name	TE202400001
Tender Description	Tender Discripe
Status	published
Scope Of Work	0

Address and Appointments related by tenders	
Opening Date	2024-05-22
Deadline for receiving inquiries	2024-06-30
Deadline for submitting offers	2024-06-04
Contract Duration	0
Delivery Duration	0


5


Fill those field then click **Send**


 **Tamkeen Technologies**


[Dashboard](#) [Tender](#) [Your Offers](#) [Purchase](#) [Receipts](#) [Contact](#)

TamkeenTechnologies ▾

 **Tender Details**

 **Quantities Table**

 **RFP Evaluation**

 **Inquiries**

### Inquiries

Email From

example@example.sa

Subject

Subject

Message

Write something ...

Send




User Home Page

Offers


1

Click details to view the tender

 Tamkeen Technologies

DashboardTenderYour OffersPurchaseReceiptsContact

TamkeenTechnologies ▾

 TE202400001

Details →

Tender Discripe

📍 Al-Riyadh


published

private



2

To apply offer for the tender click **RFP Evaluation**

 **Tamkeen Technologies**

[Dashboard](#) [Tender](#) [Your Offers](#) [Purchase](#) [Receipts](#) [Contact](#)

TamkeenTechnologies ▾

Tender Details

Quantities Table

RFP Evaluation

Inquiries

### Tender Details

#### Basic Information


Tender Name	TE202400001
Tender Description	Tender Discripe
Status	published
Scope Of Work	0

#### Address and Appointments related by tenders


Opening Date	2024-05-22
Deadline for receiving inquiries	2024-06-30
Deadline for submitting offers	2024-06-04
Contract Duration	0
Delivery Duration	0


3


To apply offer for the tender click **Offer Submit**


 Dashboard Tender Your Offers Purchase Receipts Contact

TamkeenTechnologies ▾

 Tender Details

 Quantities Table

 RFP Evaluation

 Inquiries

RFP Evaluation

Type	Name	Weight
technical	Deliver Time	40
technical	Quality	60
financial	Less Price	50
financial	No Advance Payment	50

Terms and Conditions

This is test of tems and condtions

Offer Submit

4

Fill all **mandatory** fields then **click Save**

Tender: TE202400001

### Proposals

Financial Proposal \*

Technical Proposal \*

Other Document

Select a file Only PDF document

Select a file Only PDF document

Select a file Only PDF document

Delivery Days \*

Expire Date \*

Currency \*

dd/mm/yyyy

\$\$%


### Quantities Table

#	Item	Quantity	Unit	Price *	Tax *	Discount %	
	Hospitality & Meeting Expense	a	1	Unit(s)	<div></div>	<div>75% ▾</div>	<div></div>
	Hospitality & Meeting Expense	b	2	Unit(s)	<div></div>	<div>75% ▾</div>	<div></div>
	Hospitality & Meeting Expense	c	1	Unit(s)	<div></div>	<div>75% ▾</div>	<div></div>

SAVE

5

To view the list of offers go to **Your Offers** page

 Dashboard Tender **Your Offers** Purchase Receipts Contact

ibrahim alsaghandddddd ▾

Select Filter ▾

Tender Name	File Financial	File Technical	Other Document	Delivery Days	Expire Date	Discount Status	Status	Actions
TE202400001	<a href="#">Download</a>	<a href="#">Download</a>	N/A	8	2025-01-04	Discount Not Requested	<span>draft</span>	<span>Cancel Offer</span>




User Home Page

Purchase

1

Click **View Details** to view the Purchase

DashboardTenderYour OffersPurchaseReceiptsContact

TamkeenTechnologies ▾

Purchase Order Number	Order Date	Total	Currency	Action
PO111111111	2024-11-10 07:15:40	17968.75	SAR	<div>purchase</div> <div>View Details</div>
PO111111112	2024-06-27 06:53:10	17968.75	SAR	<div>waiting_bills</div> <div>View Details</div>
PO111111113	2024-01-16 05:25:17	28750.00	SAR	<div>done</div> <div>View Details</div>

2



Dashboard

Tender

Your Offers

Purchase

Receipts

Contact

TamkeenTechnologies ▾

Purchase Details

Purchase Order

PO1111111112

Order Date

2024-06-27 06:53:10

Currency

SAR

Product	Description	UOM	Quantity	Unit Price	Currency	Tax	Total Untaxed	Total
IT Professional Services & Consulting\	Professional Services	Unit(s)	5	3125 SAR	SAR	VAT1E (15%)	15625SAR	17969 SAR

Amount Untaxed 15625.00 SAR

Amount Total 17968.75 SAR




User Home Page

Receipts



1

Click **Create Receipt**

 Dashboard Tender Your Offers Purchase Receipts Contact


TamkeenTechnologies ▾

Create Receipt

Purchase Number	Bill Number	Total Amount	Status	Action
PO111111111	XXXX	17968.75	In Progress	<a href="#">View Details</a>
PO111111112	XXXX	17968.75	Paid	<a href="#">View Details</a>
PO111111111	XXXX	28750.00	Rejected	<a href="#">View Details</a>
PO111111111	XXXX	28750.00	Rejected	<a href="#">View Details</a>

2

Click **Select Purchase**

DashboardTenderYour OffersPurchaseReceiptsContact

TamkeenTechnologies ▾

Create Receipt

Select Purchase

Select a purchase ▾

Approval Date

dd/mm/yyyy

Currency

Payment term

Bill Number

Upload Invoice

Choose FileNo file chosen

Accepted formats: PDF

COC / Deliver

Choose FileNo file chosen


Accepted formats: PDF

Product	Description	UOM	Quantity	Unit Price	Tax	Total UnTaxed	Total
---------	-------------	-----	----------	------------	-----	---------------	-------

Create Receipt

3

Click **Select specific receipt**

 Dashboard Tender Your Offers Purchase Receipts Contact

TamkeenTechnologies ▾

Create Receipt

Select Purchase

✓ Select a purchase  
PO111111111  
PO111111112  
PO111111113

Approval Date

dd/mm/yyyy

Payment term

Bill Number

Upload Invoice

Choose File

No file chosen

Accepted formats: PDF

COC / Deliver

Choose File

No file chosen


Accepted formats: PDF

Product	Description	UOM	Quantity	Unit Price	Tax	Total UnTaxed	Total
---------	-------------	-----	----------	------------	-----	---------------	-------

Create Receipt

4

Fill All Blanks

DashboardTenderYour OffersPurchaseReceiptsContact

TamkeenTechnologies ▾

Create Receipt

Select Purchase

PO111111112 ▾

Currency

SAR

Bill Number

COC / Deliver

Choose File

No file chosen

Accepted formats: PDF

Approval Date

27/06/2024

Payment term

60 Days from invoice date

Upload Invoice

Choose File

No file chosen

Accepted formats: PDF

Product	Description	UOM	Quantity	Unit Price	Tax	Total UnTaxed	Total
IT Professional Services & Consulting	Professional Services	Unit(s)	5	3125	%15	15625	17969

Create Receipt

5

Quantity field is adjustable and can modified, then click **Create Receipt**

### Create Receipt

Select Purchase

PO111111112

Approval Date

27/06/2024

Currency

SAR

Payment term

60 Days from invoice date

Bill Number

Upload Invoice

Choose File No file chosen

COC / Deliver

Choose File No file chosen


Accepted formats: PDF

Product	Description	UOM	Quantity	Unit Price	Tax	Total UnTaxed	Total
IT Professional Services & Consulting	Professional Services	Unit(s)	5	3125	%15	15625.00	17968.75

Create Receipt

6

To view details of the receipt click [View Details](#)



DashboardTenderYour OffersPurchaseReceiptsContact

TamkeenTechnologies ▾

Create Receipt

Purchase Number	Bill Number	Total Amount	Status	Action
PO111111111	XXXX	17968.75	In Progress	<div>View Details</div>
PO111111112	XXXX	17968.75	Paid	<div>View Details</div>
PO111111111	XXXX	28750.00	Rejected	<div>View Details</div>
PO111111111	XXXX	28750.00	Rejected	<div>View Details</div>



Dashboard

Tender

Your Offers

Purchase

Receipts

Contact

TamkeenTechnologies ▾

### Receipt Details

Purchase Order

PO111111112

Approval Date

2024-11-13 00:00:00

Currency

SAR

Vendor Bill Number

XXXX

Product	Quantity	Unit Price	Untaxed Price	Tax Price	Total Amount
Professional Services	5	3,125.00	15,625.00	2,343.75	17,968.75

Amount Untaxed 15,625.00 SAR

Amount Total 17,968.75 SAR

Back to Receipts



**Thank you**