

Modern Constructions User Manual v1.1

(Technology Provider – Local Company)

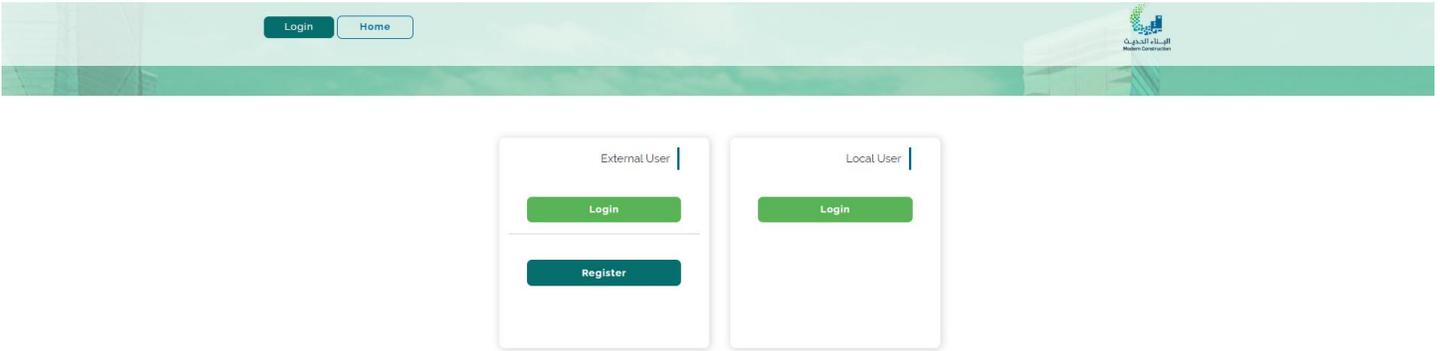
The purpose of the document:

This document aims to explain the services and the procedures offered to the technology provider.

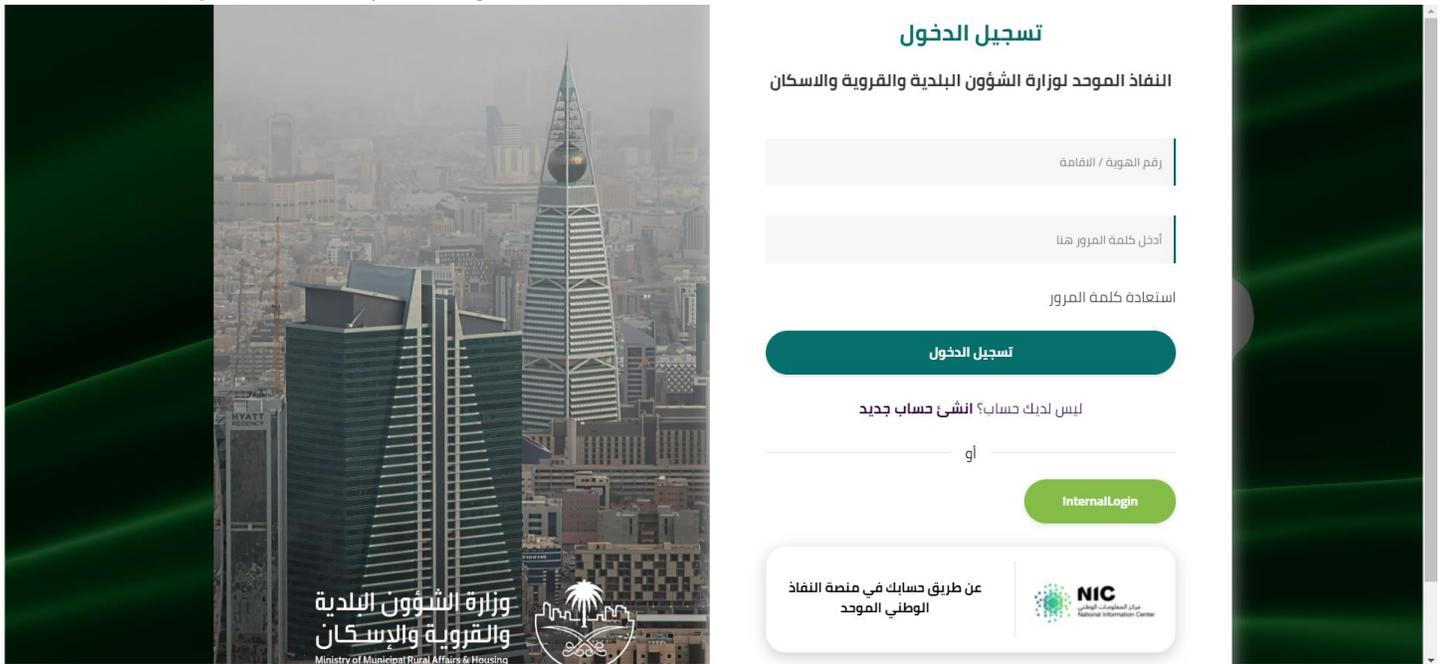
Services & Procedures:

1. **Registration:** Technology Provider representative can register via the following steps:

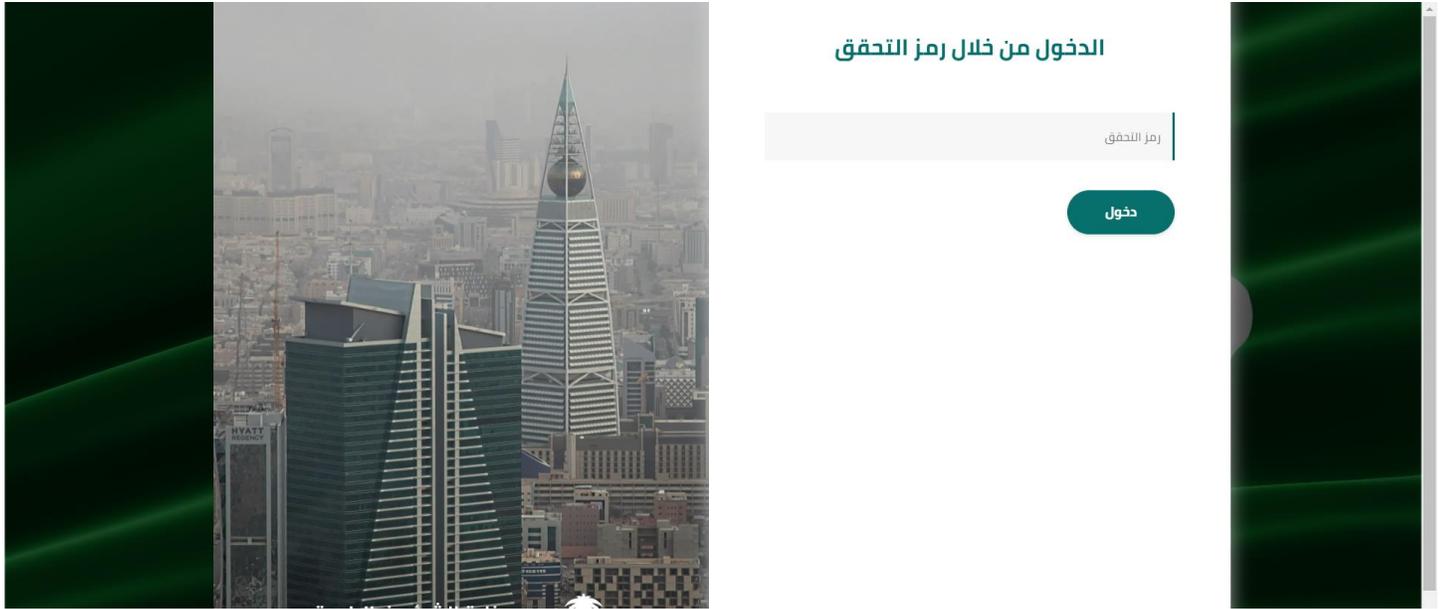
- Access the modern constructions portal: www.mc.momrah.gov.sa
- Follow the login link and select Local User/ Login.



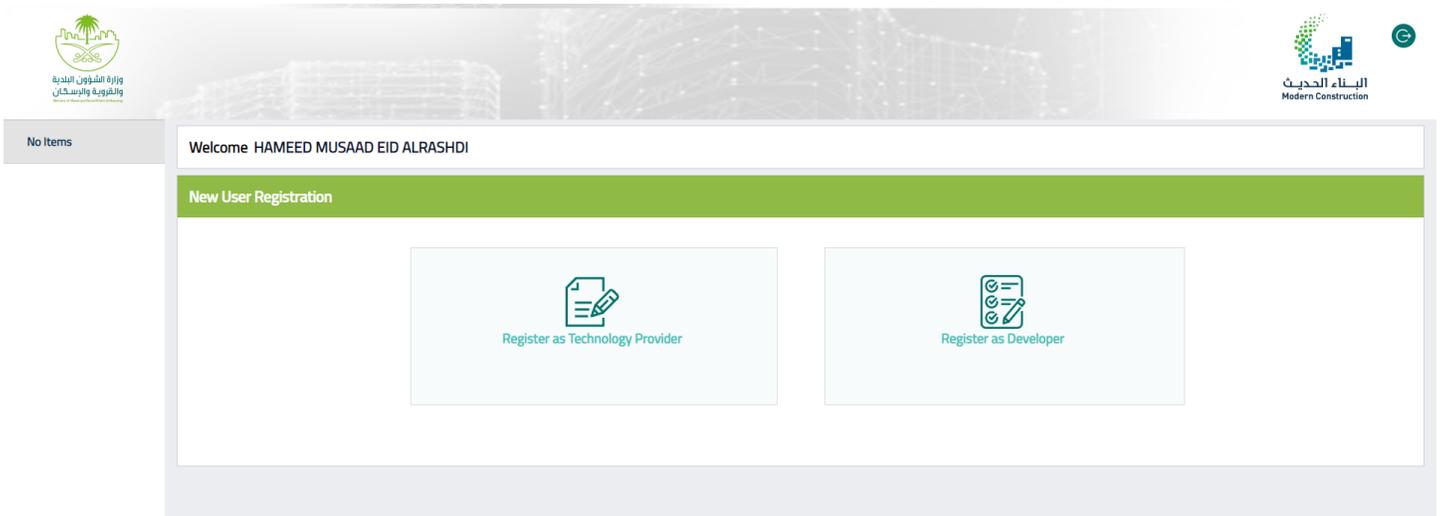
c. System will ask you to login via (Momrah SSO):



d. Enter the OTP:



e. System will redirect you to the registration page, select the registration type (Technology Provider):



f. Verify your retrieved details (as a company owner only):

The screenshot shows the 'Applicant Details' section of the registration form. It includes the following fields and values:

- Applicant Name:** HAMEED MUSAAD EID ALRASHDI
- Applicant ID:** 1083601540
- Email address:** hameed@gmail.com (Status: Verified)
- Mobile Number:** 0504552221 (Status: Verified)
- Preferred Language:** Select (Dropdown menu)

g. Select the type of registration (Representative/ Delegate), Enter the CR to retrieve the company details from Ministry of Commerce:

The screenshot shows the 'Company Representative/Delegate' section of the registration form. It includes the following fields and options:

- Preferred Language:** Select (Dropdown menu)
- Role Type:** Representative and Delegate (Buttons, with 'Delegate' highlighted by a red box)
- CR Number:** (Empty input field)

Below this section is the 'Terms And Conditions' section, which contains Arabic text regarding the registration process and terms of service.

* Owner should use delegation service at Balady to define the delegate user before the registration.

a. Accept the terms & conditions as well as the non-disclosure agreement and submit:

The screenshot shows the 'Terms And Conditions' and 'Non Disclosure Agreement' sections. Both sections contain placeholder text and a checkbox to agree to the terms.

Terms And Conditions:

Agree on the terms and conditions

Non Disclosure Agreement:

Agree on the Non Disclosure Agreement

At the bottom of the form, there are 'Cancel' and 'Submit' buttons.

2. **Login:** User should be already registered:

- a. Follow the login link and select external user/ Login.

Two white rectangular panels with rounded corners. The left panel is titled 'External User' and contains two buttons: a green 'Login' button and a dark green 'Register' button. The right panel is titled 'Local User' and contains a single green 'Login' button.

- b. System will ask you to login via (Momrah SSO):



تسجيل الدخول
النفاذ الموحد لوزارة الشؤون البلدية والقروية والإسكان

A login form with three input fields. The first is labeled 'رقم الهوية / الاقامة', the second is labeled 'أدخل كلمة المرور هنا', and the third is a link labeled 'استعادة كلمة المرور'.

تسجيل الدخول

ليس لديك حساب؟ **انشئ حساب جديد**

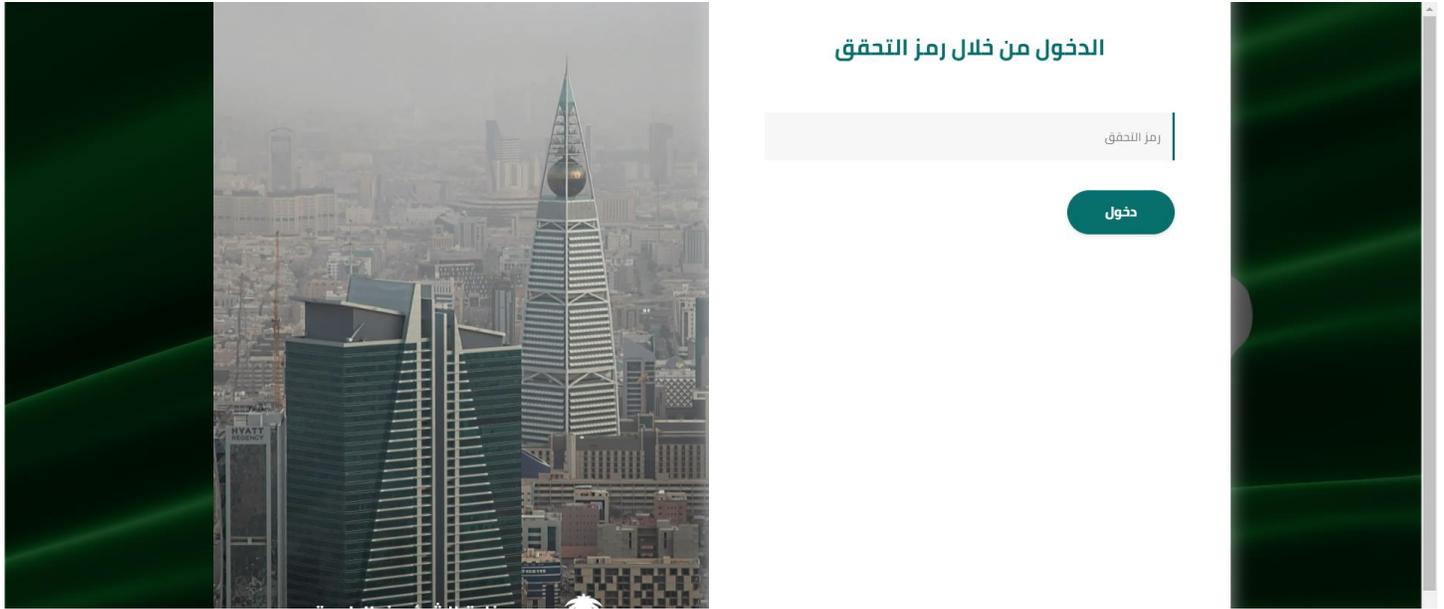
أو

InternalLogin

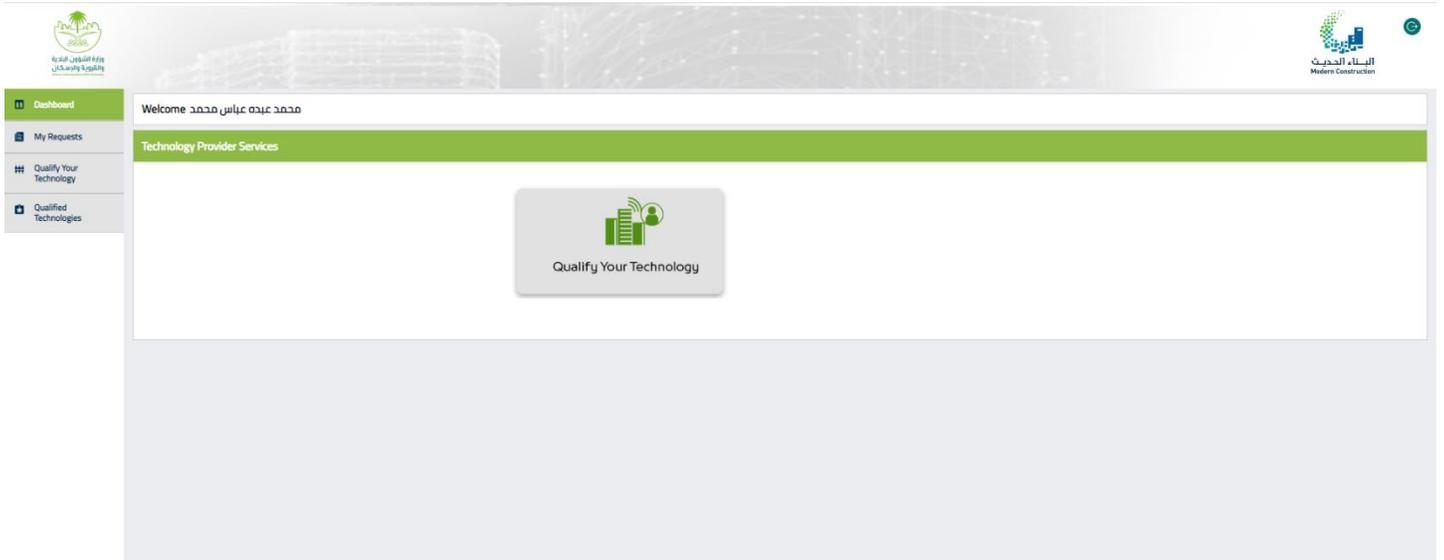
عن طريق حسابك في منصة النفاذ
الوطني الموحد



c. Enter the OTP:



d. System will redirect you to the technology provider landing page:

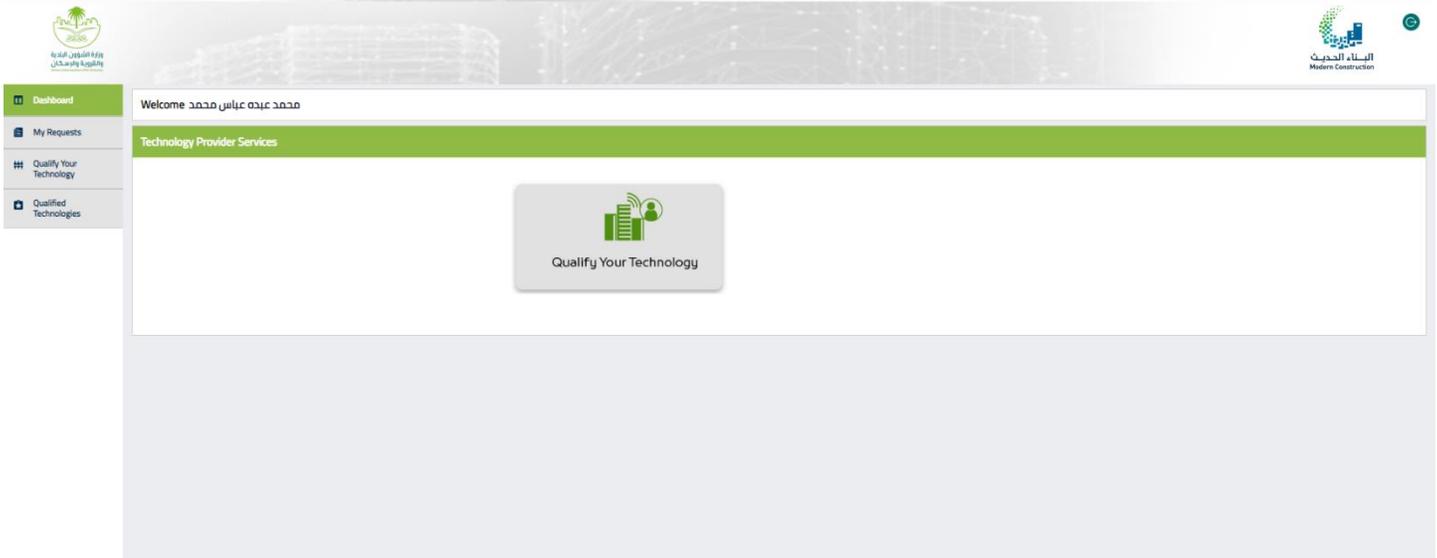


3. Logout:

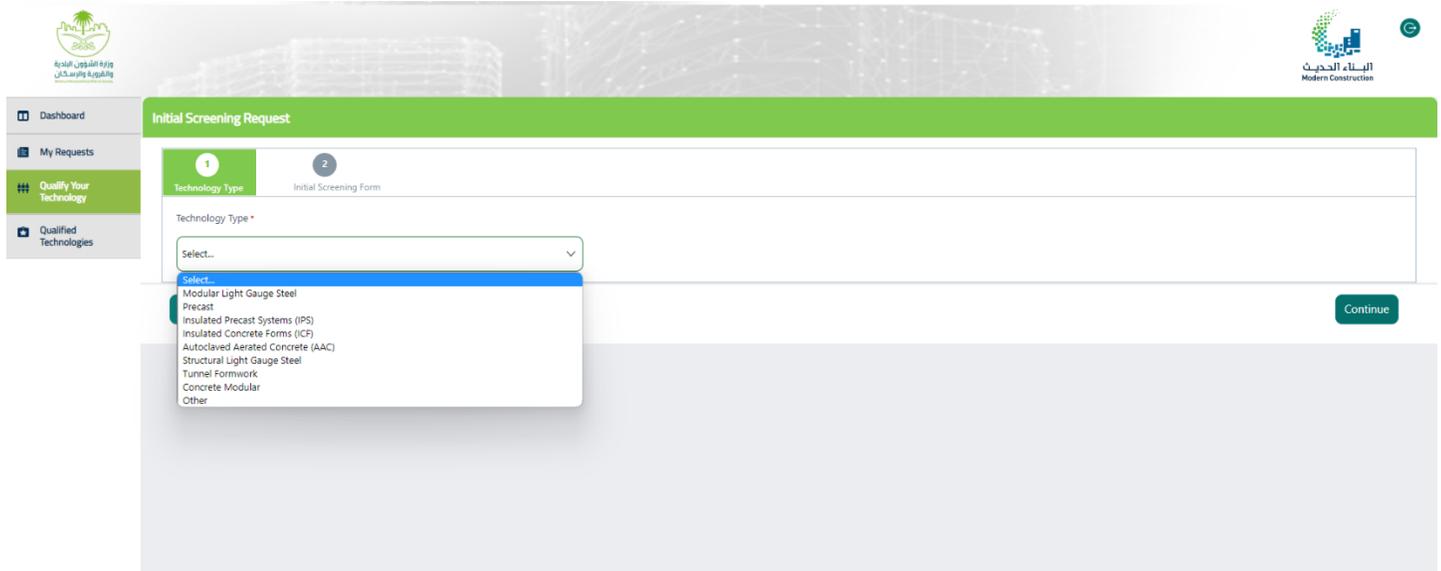
The screenshot displays a user dashboard interface. At the top left, there is a logo for 'Modern Construction' with the Arabic text 'بنية التحتية الحديثة' and 'Modern Construction' below it. To the right of the logo is a user profile icon. Below the logo, a navigation menu lists: 'Dashboard', 'My Requests', 'Qualify Your Technology', and 'Qualified Technologies'. The main content area features a green header bar with the text 'Technology Provider Services'. Below this, a central button with a green icon of a building and a person is labeled 'Qualify Your Technology'. The background of the dashboard includes a faint wireframe grid pattern.

4. Submitting initial screening request: to have the technology reviewed and qualified

a. Select “Qualify your Technology” button:



b. Select the technology type from the list and continue:



OR: select “Other” and enter the technology name and continue:



وزارة التخطيط والتنمية
والتجارة والصناعة
Ministry of Planning and Economic
Development



البناء الحديث
Modern Construction

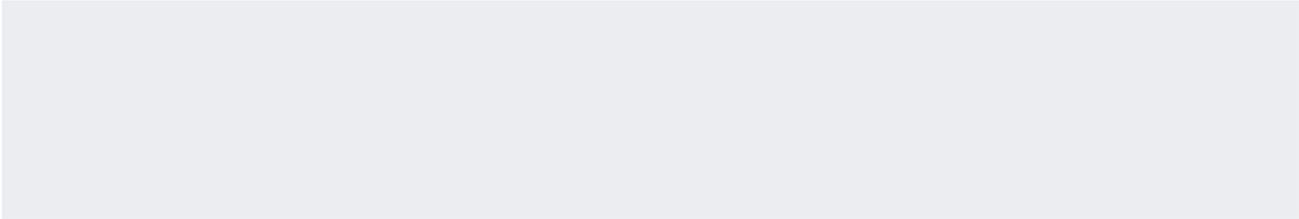
- Dashboard
- My Requests
- Qualify Your Technology**
- Qualified Technologies

Initial Screening Request

1	2
Technology Type	Initial Screening Form
Technology Type *	Technology Name *
Other	

Cancel

Continue



c. Fill all the required details about the company and the technology in all section and submit:

Initial Screening Request (IS-2022-10-3)

1 Technology Type Initial Screening Form

1. Contact Information

Company CEO Name

Company CEO Phone Phone number with country code. E.g., 009665XXXXXXX

Company CEO Email

2. Building Technology Information

3. Technology Provider Current Status

4. Technology Provider Future Plans

Back Save As Draft Submit

d. You can see the submitted request details immediately after the submission:

Initial Screening Request (IS-2022-10-3)

Request ID: IS-2022-10-3 Request Status: Pending-Submitted

Case Information

Technology Type	Technology Provider	Initial Screening
Other		cc

5. Checking request status:

a. Select “My Requests” button:

The screenshot shows the 'Technology Provider Services' dashboard. The user is logged in as 'zduraidy@yahoo.com'. The dashboard features two main buttons: 'My Requests' and 'Qualify Your Technology'. The 'My Requests' button is highlighted, indicating it is the selected option.

b. Under Initial Screening Request check the available requests and their details:

The screenshot shows the 'Initial Screening Requests' table. The table has the following columns: Request ID, Technology Type, Status, Comments, Submission Date, and Actions. The data rows are as follows:

Request ID	Technology Type	Status	Comments	Submission Date	Actions
IS-2022-10-2	ww	New			
IS-2022-10-3	cc	Pending-Submitted		2022-10-05	

1. Request ID: unique number related to the submitted request can be used to track the progress.
2. Technology Type: the selected technology in the initial screening request to be qualified.
3. Status: the request status which will be used in the request tracking.

Status	Description
New	When creating the request
Draft	when the request saved before submission
Pending-Submitted	when submitting the request
Pending-MoreInfo	when request been returned and more info. Is required
Approved	when request is approved
Rejected	when request is rejected

4. Comments: the comments added by the reviewer about the request.
5. Submission date: the date when the request been submitted.
6. Actions: the available action offered to the user.

Status	Available Actions
New	Delete
Draft	Delete
Pending-Submitted	
Pending-MoreInfo	Delete
Approved	
Rejected	Re-open

6. Re-submitting initial screening request:

a. Select the request with Pending-MoreInfo status:

The screenshot shows the 'Initial Screening Requests' dashboard. On the left is a navigation menu with 'Dashboard', 'My Requests', 'Qualify Your Technology', and 'Qualified Technologies'. The main area displays a table with the following data:

Request ID	Technology Type	Status	Comments	Submission Date	Actions
IS-2022-10-2	ww	New			
IS-2022-10-3	cc	Pending-More info		2022-10-05	

b. Review the returned points, add the required details and submit:

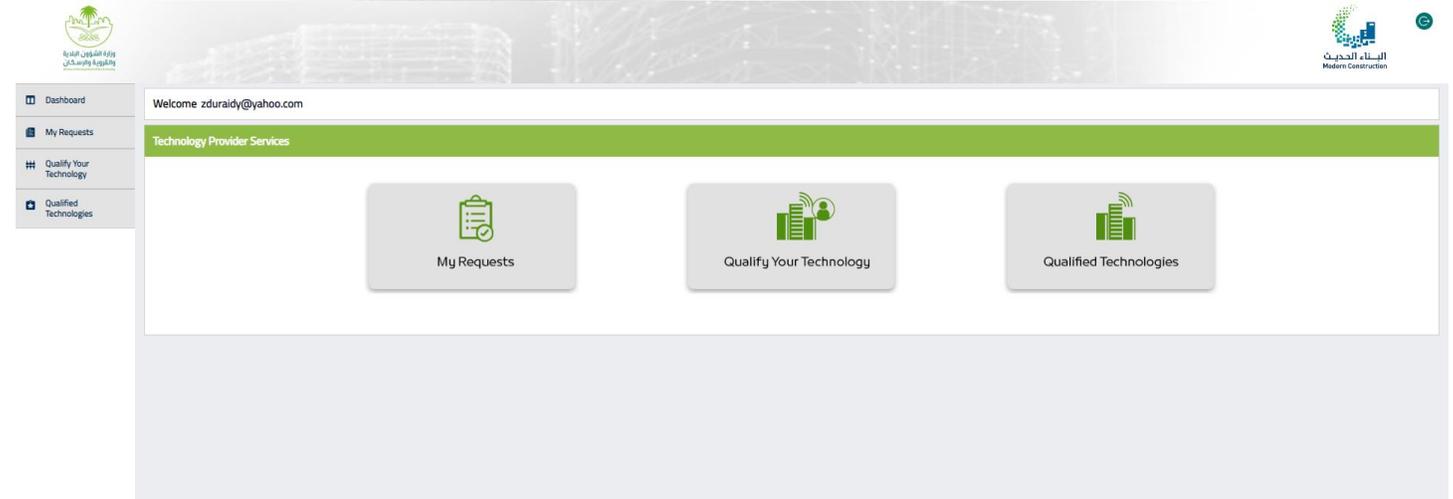
The screenshot shows the '4. Technology Provider Future Plans' form. The form contains the following questions and answers:

- What is the main reason of your application to BTSI - Industrialization? Technology Approval - Loan for factory Expansion
- What has been the actual utilization of the factory per year for 2019, 2020, and 2021 YTD? 22
- Are you interested in Match-making? Contractors
- What is the expected additional capacity? (in 230m2 BUA per HHU, Annually) 2
- What is the expected loan amount requested? (SAR million) 20
- What is your investment plan? Looking for a local investor (dropdown menu) Need More Info

There is also an 'Add Attachment' button, a 'Comments' field with the text 'add more details', and 'Cancel' and 'Submit' buttons at the bottom.

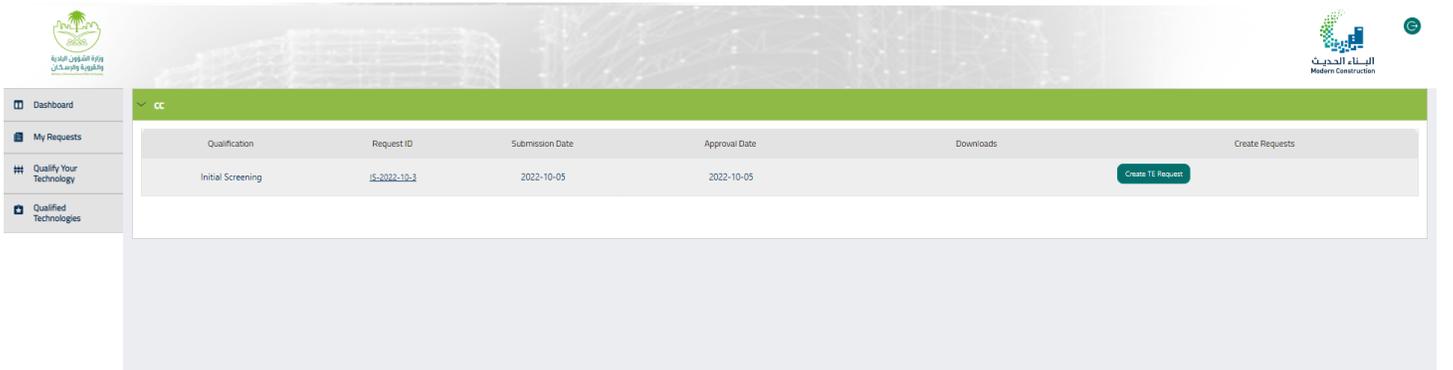
7. Checking the approved technologies (qualified technologies):

a. Select “Qualified Technologies” button:



The screenshot shows a user dashboard for 'Modern Construction'. The user is logged in as 'zduroidy@yahoo.com'. The dashboard has a sidebar with navigation options: Dashboard, My Requests, Qualify Your Technology, and Qualified Technologies. The main content area is titled 'Technology Provider Services' and contains three buttons: 'My Requests', 'Qualify Your Technology', and 'Qualified Technologies'. The 'Qualified Technologies' button is highlighted in green.

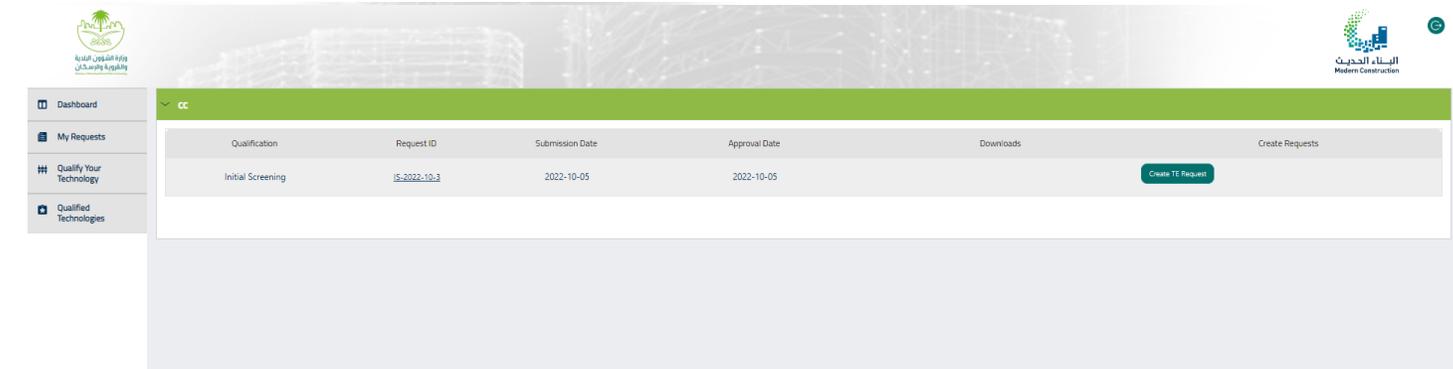
b. Review the technology and its approved requests (qualifications):



The screenshot shows the 'Qualified Technologies' page. A table displays the following data:

Qualification	Request ID	Submission Date	Approval Date	Downloads	Create Requests
Initial Screening	IS-2022-10-3	2022-10-05	2022-10-05		Create TE Request

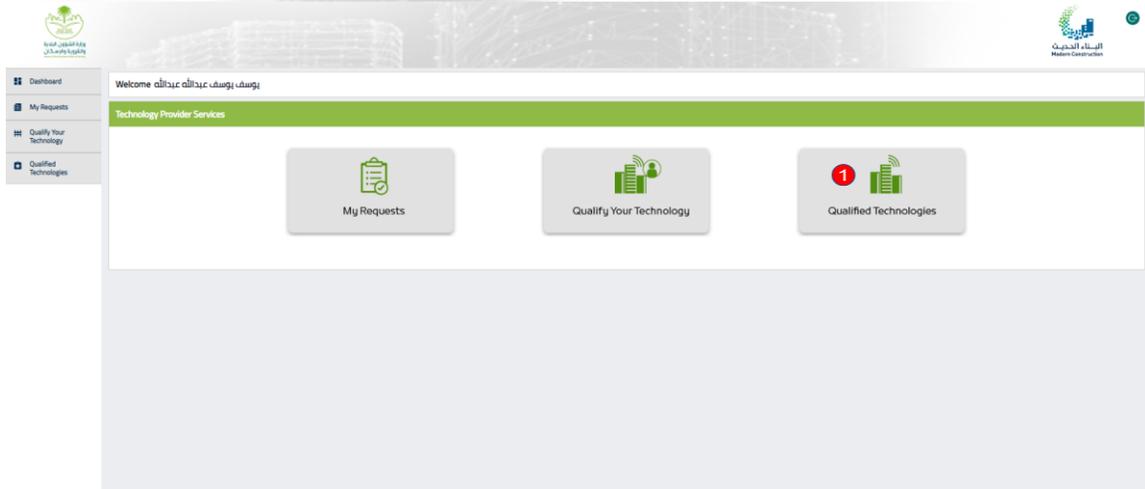
c. You can proceed with the next level of qualification by selecting offered request:



This screenshot is identical to the previous one, showing the table with the 'Create TE Request' button highlighted in green.

8. Submitting Internal Assessment request: to request a loan

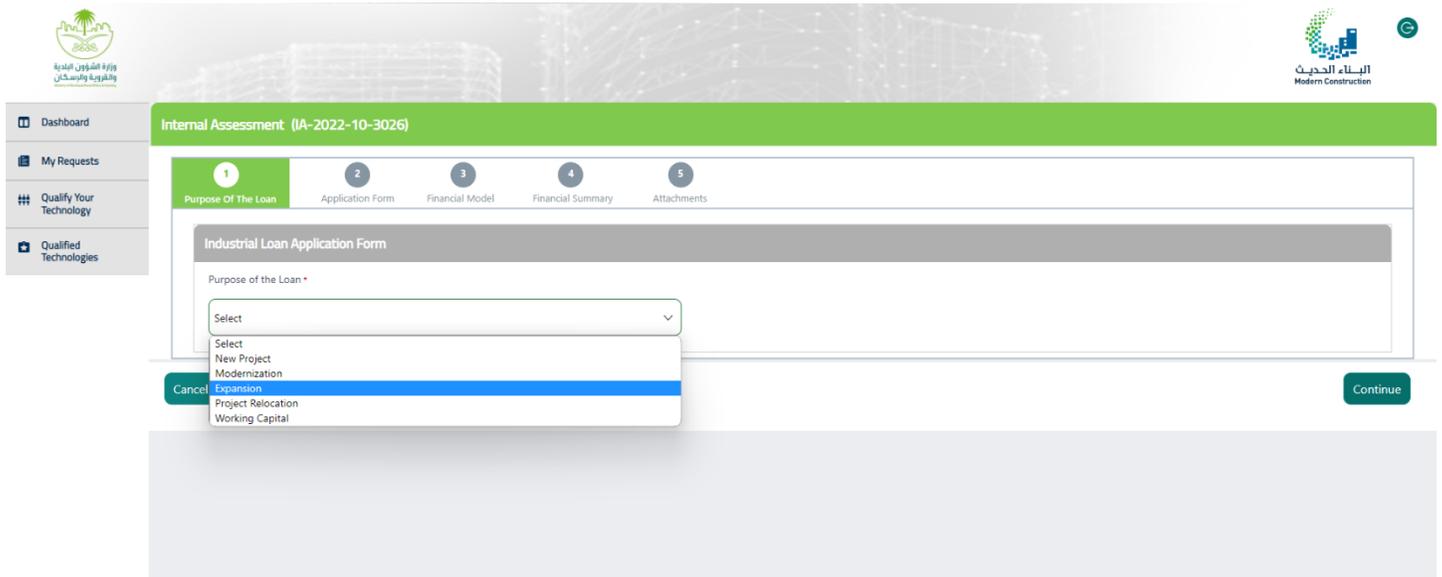
a. Select “Qualified Technologies” button:



b. Select the required technology and click “Create IA Request”



c. Select the purpose of the loan from the list and continue:



d. Fill the required data in all stages and submit:

The screenshot shows the 'Internal Assessment (IA-2022-10-3026)' application form. The interface includes a sidebar with navigation options: Dashboard, My Requests, Qualify Your Technology, and Qualified Technologies. The main content area features a progress bar with five stages: 1. Purpose Of The Loan, 2. Application Form (current stage), 3. Financial Model, 4. Financial Summary, and 5. Attachments. Below the progress bar, there are seven expandable sections: 1. General Information, 2. Project Profile, 3. Project Representative, 4. Project Ownership, 5. Bank Information, 6. General Requirements, and 7. Marketing Required Data. At the bottom of the form, there are 'Back', 'Save', and 'Continue' buttons.

e. After the submission you can see the request in review mode:

The screenshot shows the 'Internal Assessment (IA-2022-08-4021)' application form in review mode. The interface includes a sidebar with navigation options: Dashboard, My Requests, Qualify Your Technology, and Qualified Technologies. The main content area displays the request details: Request ID (IA-2022-08-4021) and Request Status (Pending-Submitted). Below this, there is a 'Case Information' section with a tabbed interface. The 'Purpose of Loan' tab is selected, showing the 'Industrial Loan Application Form' with the 'Purpose of Loan' field set to 'Expansion'. Other tabs include Technology Provider, Industrial Loan Application Form, Financial Model, Summary, Attachments, and Export Application Form & Financial Model.

9. Checking request status:

a. Select “My Requests” button:

The screenshot shows a user dashboard with a sidebar on the left containing 'Dashboard', 'My Requests', 'Qualify Your Technology', and 'Qualified Technologies'. The main content area is titled 'Technology Provider Services' and features three large buttons: 'My Requests', 'Qualify Your Technology', and 'Qualified Technologies'. The 'My Requests' button is highlighted with a green border.

b. Under Initial Screening Request check the available requests and their details:

The screenshot shows a table titled 'Internal Assessment Requests' with the following columns: Request ID, Technology Type, Status, Comments, Submission Date, and Actions. The table contains several rows of data, including one with 'pega80' as the Technology Type and 'Pending-Submitted' as the Status.

Request ID	Technology Type	Status	Comments	Submission Date	Actions
IA-2022-08-4028		Pending-SIDF	f	2022-08-10	
IA-2022-08-4027		Pending-SIDF	nmng	2022-08-10	
IA-2022-08-4026		Pending-SIDF	rwf	2022-08-10	
IA-2022-08-4021		Pending-Submitted	2	2022-08-10	
IA-2022-08-4024		Pending-Submitted	gg	2022-08-10	
IA-2022-08-4025		Pending-SIDF	ee	2022-08-10	
IA-2022-08-4023		Pending-SIDF	kjuyhgfc	2022-08-10	
IA-2022-08-2	pega80	Pending-Submitted		2022-08-01	

1. Request ID: unique number related to the submitted request can be used to track the progress.
2. Technology Type: the selected technology in the initial screening request to be qualified.
3. Status: the request status which will be used in the request tracking.

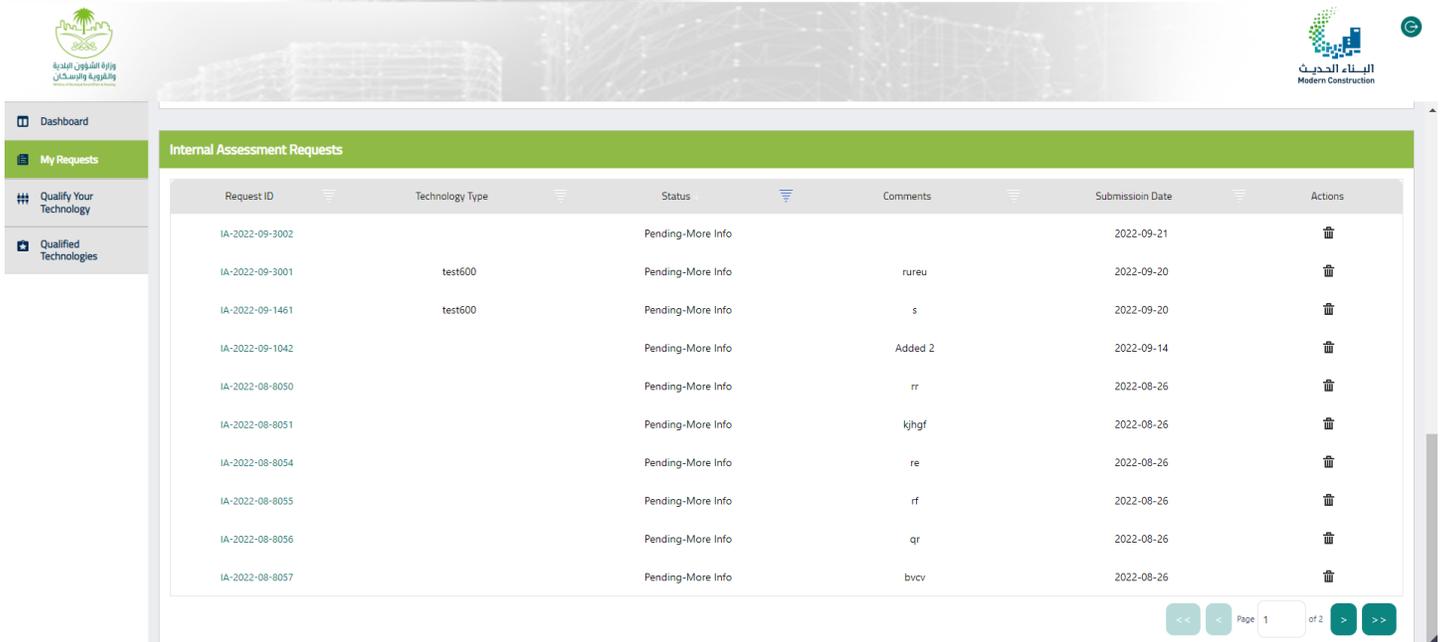
Status	Description
New	When creating the request
Draft	when the request saved before submission
Pending-Submitted	when submitting the request
Pending-MoreInfo	when request been returned and more info. Is required
Pending-SIDF	when ministry creating the request at SIDF
Approved	when request is approved
Rejected	when request is rejected

4. Comments: the comments added by the reviewer about the request.
5. Submission date: the date when the request been submitted.
6. Actions: the available action offered to the user.

Status	Available Actions
New	Delete
Draft	Delete
Pending-Submitted	
Pending-MoreInfo	Delete
Pending-SIDF	
Approved	
Rejected	Re-open

10. Re-submitting Internal Assessment request:

a. Select the request with Pending-MoreInfo status:

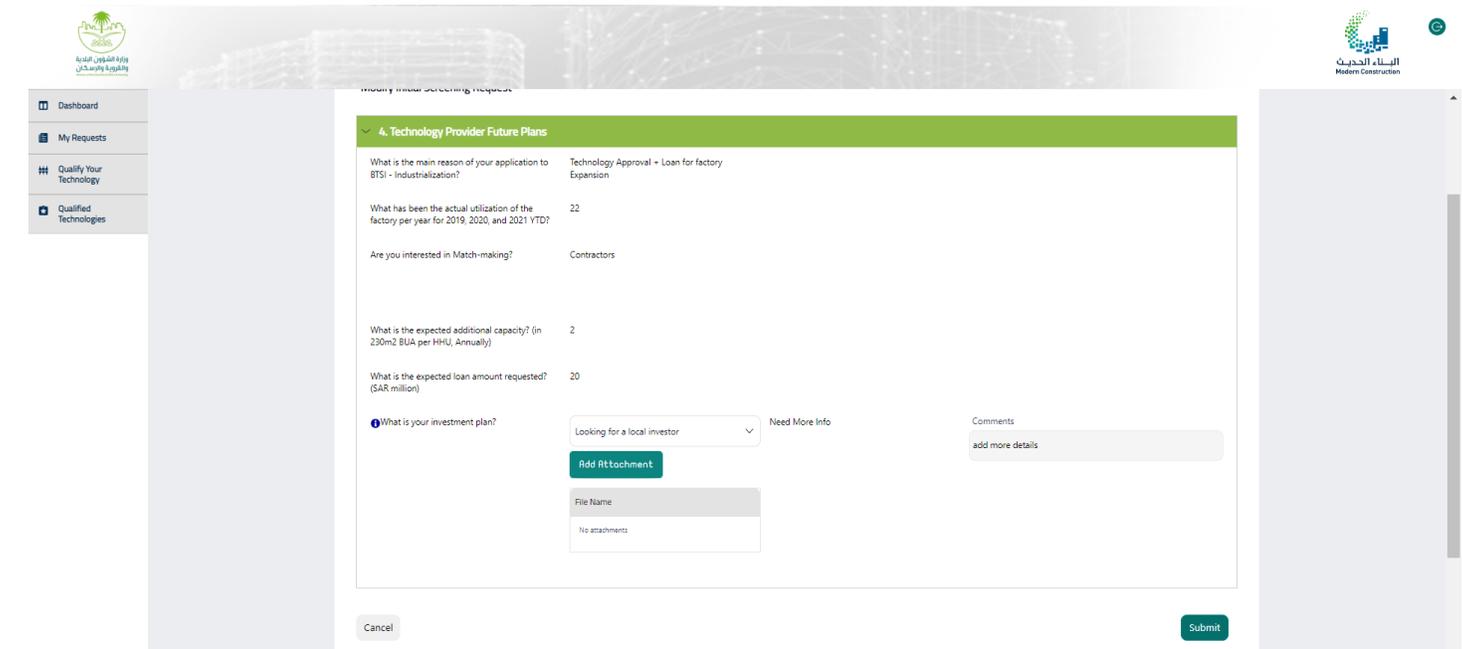


The screenshot shows a web application interface for managing internal assessment requests. On the left is a sidebar with navigation options: Dashboard, My Requests (selected), Qualify Your Technology, and Qualified Technologies. The main content area is titled "Internal Assessment Requests" and displays a table with the following data:

Request ID	Technology Type	Status	Comments	Submission Date	Actions
IA-2022-09-3002		Pending-More Info		2022-09-21	
IA-2022-09-3001	test600	Pending-More Info	rureu	2022-09-20	
IA-2022-09-1461	test600	Pending-More Info	s	2022-09-20	
IA-2022-09-1042		Pending-More Info	Added 2	2022-09-14	
IA-2022-08-8050		Pending-More Info	rr	2022-08-26	
IA-2022-08-8051		Pending-More Info	kjghf	2022-08-26	
IA-2022-08-8054		Pending-More Info	re	2022-08-26	
IA-2022-08-8055		Pending-More Info	rf	2022-08-26	
IA-2022-08-8056		Pending-More Info	qr	2022-08-26	
IA-2022-08-8057		Pending-More Info	bvcv	2022-08-26	

At the bottom right of the table, there is a pagination control showing "Page 1 of 2" with navigation arrows.

b. Review the returned points, add the required details and submit:



The screenshot shows the "Technology Provider Future Plans" form. The form contains several questions and input fields:

- Question: "What is the main reason of your application to BTSI - Industrialization?" Answer: "Technology Approval - Loan for factory Expansion"
- Question: "What has been the actual utilization of the factory per year for 2019, 2020, and 2021 YTD?" Answer: "22"
- Question: "Are you interested in Match-making?" Answer: "Contractors"
- Question: "What is the expected additional capacity? (in 230m2 BU/A per HHU, Annually)" Answer: "2"
- Question: "What is the expected loan amount requested? (SAR million)" Answer: "20"
- Question: "What is your investment plan?" Answer: "Looking for a local investor" (selected in a dropdown menu). Below this is a "Need More Info" button and a "Comments" field with the text "add more details".

At the bottom of the form, there is a "Cancel" button on the left and a "Submit" button on the right. There is also an "Add Attachment" button and a file upload area with the text "File Name" and "No attachments".