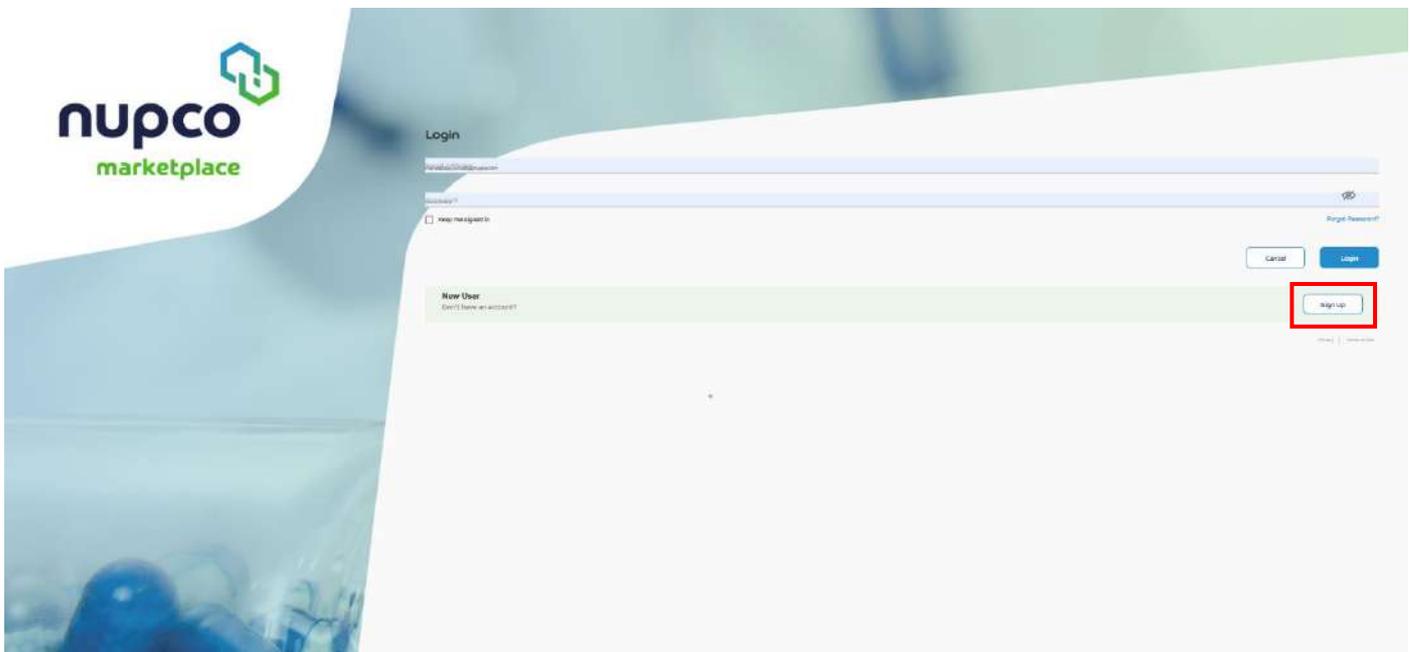
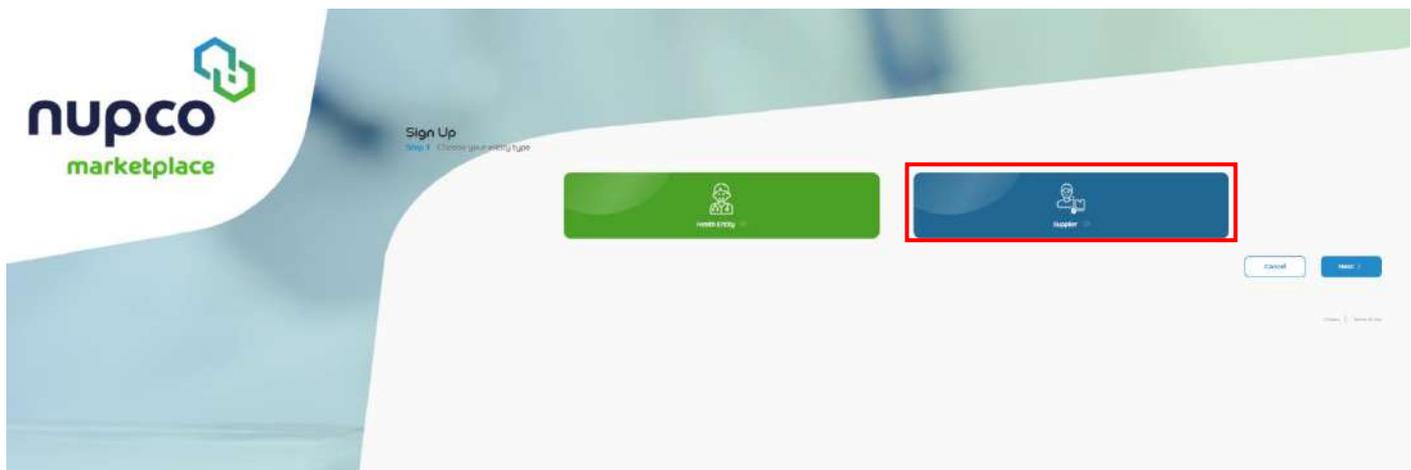


**Marketplace  
processes for  
supplier**

## Registration:



- Users must create an account to access and use the marketplace platform



- Select the Supplier

Sign Up  
Step 2 Enter your details

**Account Owner Information**

Supplier Name \*  
Supplier ID \*  
Company Name \*  
Jury Title \*  
Email ID \*  
Mobile Number \*

**Company Details**

Company Address \*  
Post Box \*  
Postal Code \*  
Commercial Registration Number \*

Additional Address

**Warehouse Address**

Warehouse Address \*

Cancel Back Next

- Fill in the required fields

Address 1 [Remove Address](#)

Company Address \*

Post Box \*  
Postal Code \*

Commercial Registration Number \*

Additional Address

**Warehouse Address**

Warehouse Address \*

Cancel Back Next

- Add location

## Login & Reset Password:

- To avail NUPCO marketplace services Vendor user must login by entering User ID and password



**Login**

Email Address  
altheqafi.n@kmc.med.sa

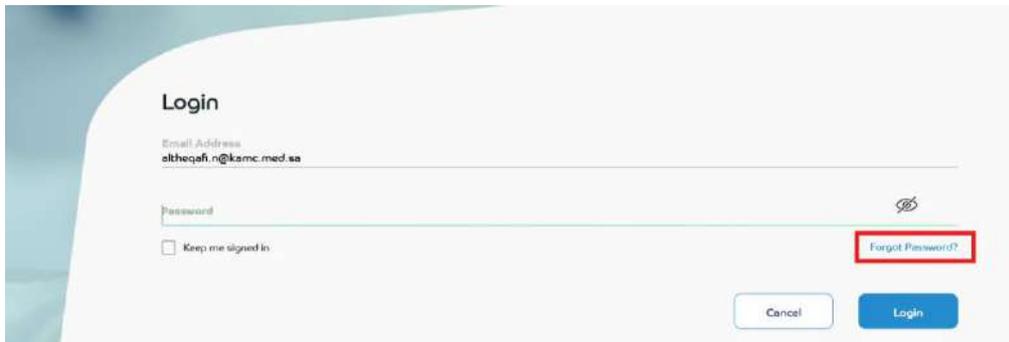
Password  
\*\*\*\*\*

Keep me signed in

Forgot Password?

Cancel Login

- User can retrieve forgotten password using "Forget Password" option



**Login**

Email Address  
altheqafi.n@kmc.med.sa

Password

Keep me signed in

Forgot Password?

Cancel Login

- User should specify the E-Mail ID to reset password



**Forgot your password?**

To reset your password, enter the email address you used to sign into NUPCO Marketplace.  
Instruction on how to reset your password will be sent to this Email address

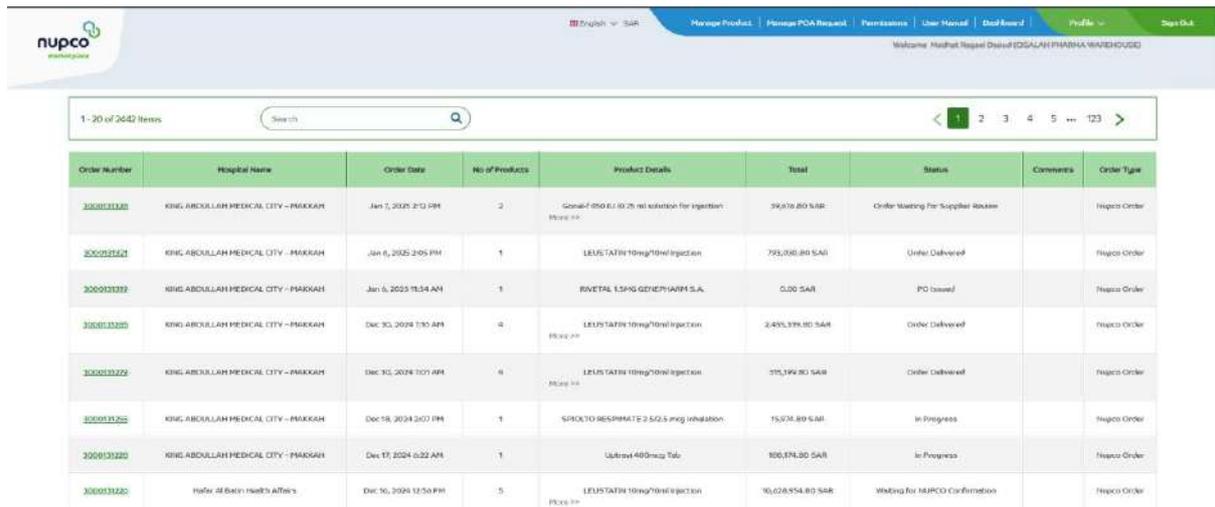
Email Address  
samdasg@gmail.com

Cancel Send Email

- An E-Mail with instructions will be sent to the Mailbox.

## Browsing Marketplace and accepting order:

- Upon successful login the user is presented with the orders assigned to the supplier



Order Number	Hospital Name	Order Date	No. of Products	Product Details	Total	Status	Comments	Order Type
<a href="#">300013110</a>	KING ABDOULLAH MEDICAL CITY - RABOON	Jan 1, 2025 2:10 PM	2	Conal-C 450 (1.40.25 ml solution for injection) More...	39,070.80 SAR	Order Waiting For Supplier Review		Request Order
<a href="#">300013111</a>	KING ABDOULLAH MEDICAL CITY - RABOON	Jan 6, 2025 2:05 PM	1	LEUSTATIN 10mg/10ml injection	723,390.80 SAR	Order Delivered		Request Order
<a href="#">300013113</a>	KING ABDOULLAH MEDICAL CITY - RABOON	Jan 6, 2025 11:34 AM	1	BIVETAL 1.5% GDI/EPH/PH S.A.	0.00 SAR	PO Issued		Request Order
<a href="#">300013115</a>	KING ABDOULLAH MEDICAL CITY - RABOON	Dec 30, 2024 7:10 AM	4	LEUSTATIN 10mg/10ml injection More...	2,425,339.80 SAR	Order Delivered		Request Order
<a href="#">300013117</a>	KING ABDOULLAH MEDICAL CITY - RABOON	Dec 30, 2024 10:1 AM	4	LEUSTATIN 10mg/10ml injection More...	375,199.80 SAR	Order Delivered		Request Order
<a href="#">300013119</a>	KING ABDOULLAH MEDICAL CITY - RABOON	Dec 18, 2024 2:07 PM	1	SIROCTO RESPIRAME 2.5G/5 mg/ inhalation	15,074.89 SAR	In Progress		Request Order
<a href="#">300013120</a>	KING ABDOULLAH MEDICAL CITY - RABOON	Dec 17, 2024 6:22 AM	1	Ultravet 400mg Tab	856,874.80 SAR	In Progress		Request Order
<a href="#">300013123</a>	Hafsa Al Bahri HADES ALBAY	Dec 30, 2024 12:50 PM	5	LEUSTATIN 10mg/10ml injection More...	16,628,554.80 SAR	Waiting for MIPCO Confirmation		Request Order

- From here the supplier user can Accept/reject orders in status "Order waiting for supplier review"
- On click on order number the supplier user will be navigated to the detail of the order

Home > 3000131328

Order Number: 3000131328

Status: Order Waiting for Supplier Review

Order Progress: **Order Waiting for Supplier Review** (Action needed), Waiting for Hospital Purchase Order (In Progress), Waiting for NUPCO Confirmation (Completed), In Progress, Order Dispatched, Rejected to Receive from Customer, Order Cancelled, Order Delivered, Waiting Upload

Buttons: Back To Home, Reject Order, Confirm Order

Order Date : Jan 2, 2025 2:12 PM

Order Placed By : نجلو عبدالله

Hospital Name : KING ABDULLAH MEDICAL CITY - MADDAH

Shipping Address : Al Fozair, Mecca 21246 null null, Makkah, Makkah , Saudi Arabia, 21955

NUPCO Contact Number : NUPCO Backoffice Market Place Operator

Transported By : CIGALAH PHARMA WAREHOUSE

Supplier Contact Number : CIGALAH PHARMA WAREHOUSE

Buyer Phone Number : 96655779943

Buyer Email : altheqabn@kiamc.med.sa

Customer Requested No. Of Days : 7

Supplier Confirmed No. Of Days :

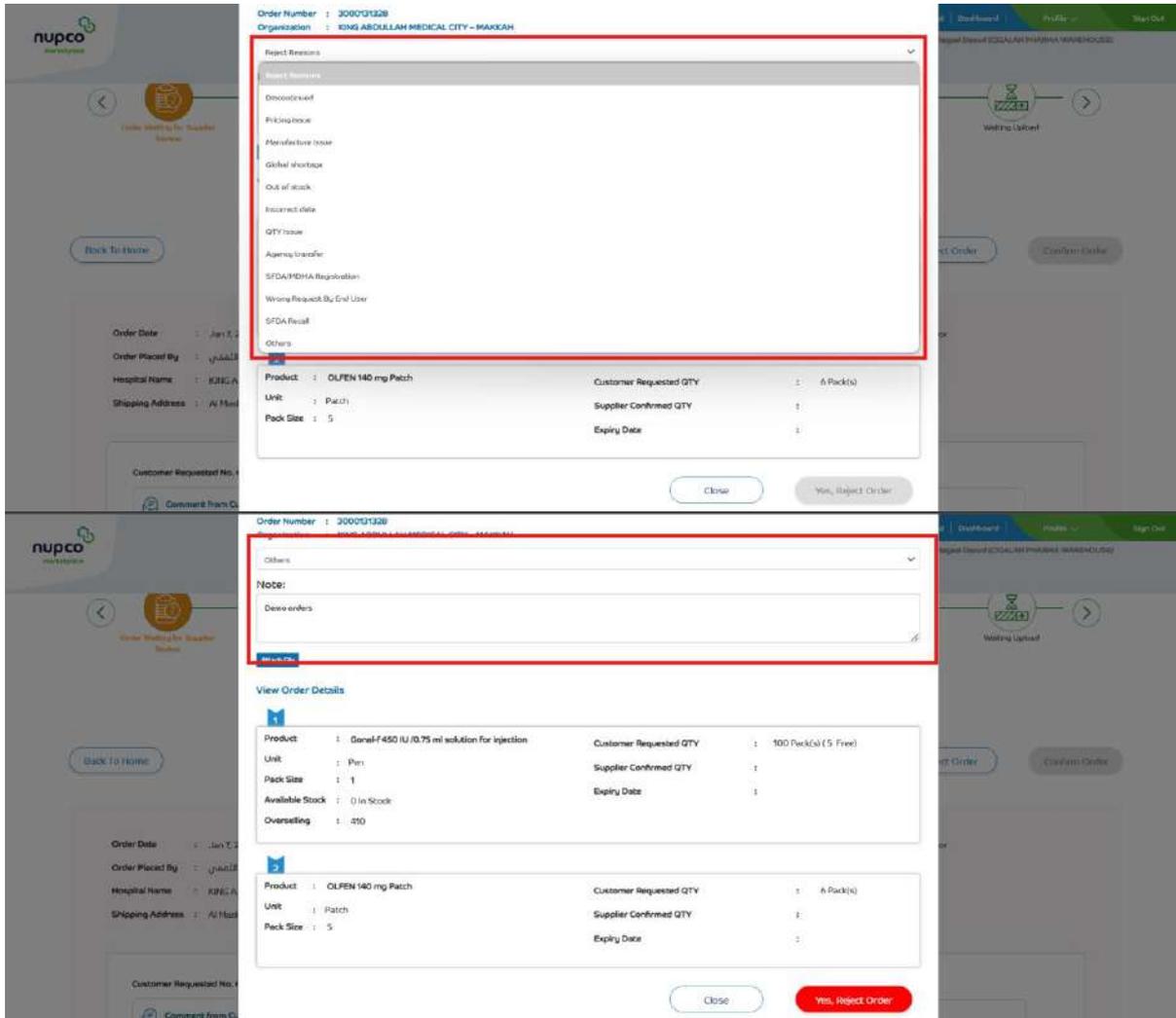
Comment from Customer

Comment from Supplier

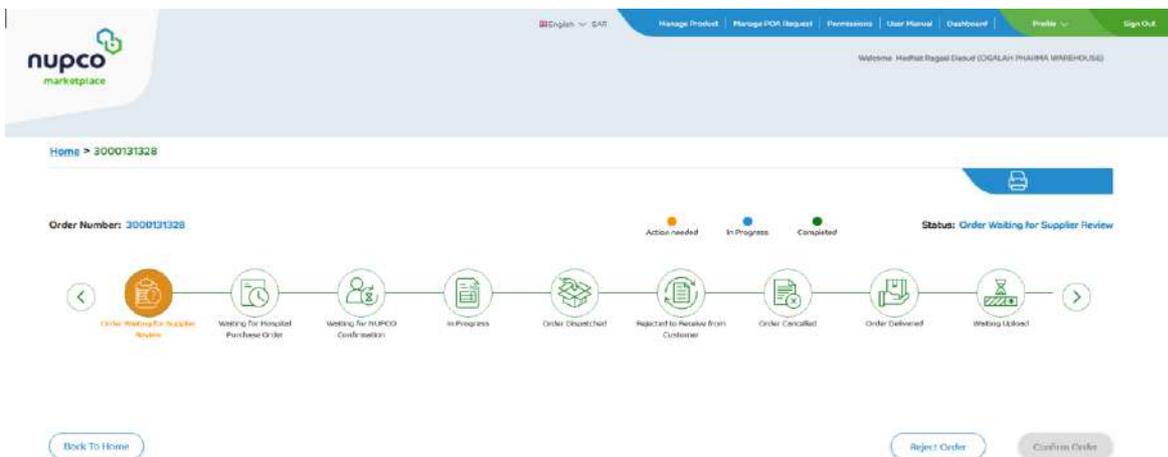
Product Ordered details Confirm QTY and Expiry Date

Item / NUPCO Item Code	Generic Name	Trade Name / Catalog Number	Pack Size	Manufacturer / Country of Origin	Requested Quantity / UOM	Supplier Quantity / UOM	Expiry Date
 Gonal F 450 IU (0.75 ml solution for injection) 5198191200200_5198191200207_400041	Gonal F 450 IU (0.75 ml solution for injection)	Gonal F 450 IU (0.75 ml solution for injection) N/A	1	Merck Serono S.p.A Italy	100 Packed/ Pox		
 OLEFH 140 mg Patch 519210400100_519210400101_400041	OLEFH 140 mg Patch	OLEFH 140 mg Patch N/A	5	TEIKA PHARMACEUTICAL JAPAN FOR AGINO PHARMA AG Switzerland	6 Packed/ Patch		
					Total Item VAT	:	0 SAR
					Total Delivery Charges	:	152.00 SAR
					Total Delivery VAT	:	22.80 SAR
					<b>Order Total Value</b>	:	<b>39685.80 SAR</b>

- Supplier user can reject the order giving appropriate reason. If reason is "OTHER" it is mandatory to enter a comment.



- To accept an order first the user should confirm quantity and delivery date by clicking below button



**Order Date** : Jan 7, 2025 2:12 PM  
**Order Placed By** : أحمد القحطاني  
**Hospital Name** : KING ABDULLAH MEDICAL CITY - MADINA  
**Shipping Address** : Al Meshak, Mecca 24256 null null, Makkah, Makkah, Saudi Arabia, 24555  
**NUPCO Contact Number** : NUPCO Backoffice Market Place Operator  
**Transported By** : DIGLAH PHARMA WAREHOUSE  
**Supplier Contact Number** : DIGLAH PHARMA WAREHOUSE  
**Buyer Phone Number** : 966559110043  
**Buyer Email** : alhoqafi@kiamc.med.sa

Customer Requested No. Of Days : 7

Comment from Customer

Supplier Confirmed No. Of Days :

Comment from Supplier

#### Product Ordered details

Confirm QTY and Expiry Date

Item / NUPCO Item Code	Generic Name	Trade Name / Catalog Number	Pack Size	Manufacturer / Country of Origin	Requested Quantity / UOM	Supplier Quantity / UOM	Expiry Date
 Genal F 450 IU, 0.75 ml solution for Injection STE191200200_SRE191200201_400041	Genal F 450 IU, 0.75 ml solution for Injection	Genal F 450 IU, 0.75 ml solution for Injection N/A	1	Merck Serono S.P.A. Italy	100 Pack(s) Pen		
 OLUPEN 140 mg Patch SH4210401000_SH4210401001_400041	OLUPEN 140 mg Patch	OLUPEN 140 mg Patch N/A	5	TEKA PHARMACEUTICAL SARL FOR ACINO FERRARA AG Switzerland	6 Pack(s) Patch		
<b>Total Item VAT</b>					:	0 SAR	
<b>Total Delivery Charges</b>					:	152.00 SAR	
<b>Total Delivery VAT</b>					:	22.80 SAR	
<b>Order Total Value</b>					:	394.76 SAR	

- Confirm Quantity and expiry date, Number of confirmed delivery days. User can also add a comment in the comment box. Here it is possible to confirm a lesser quantity and a higher number of delivery days.



ace

Confirmed QTY and Expiry Date

Order Number : 3000E0328  
Customer : KING ABDULLAH MEDICAL CITY - MANSUR

Item : Gonal-f 450 IU (0.75 ml solution for injection)  
Unit : Pen  
Pack Size : 1  
Available Stock : 0 In Stock  
Overselling : 0

Customer Requested QTY : 100 Pack(s) (5 Free)  
Supplier Confirmed QTY : 100  
Expiry Date : 09/31/2027

Price : 394.00 SAR  
VAT : 0.00 SAR  
Total Price : 39.400.00 SAR

Item : OU/EN 140 mg Patch  
Unit : Patch  
Pack Size : 5

Customer Requested QTY : 6 Pack(s)  
Supplier Confirmed QTY : 6  
Expiry Date : 09/19/2028

Price : 3.40 SAR  
VAT : 0.00 SAR  
Total Price : 302.00 SAR

Customer Requested No. Of Days : 7  
Supplier Confirmed No. Of Days : 7

Supplier Comment:  
Delivery will be done in 7 Days

\* Mandatory field

Close Save

- Once the confirm quantity and delivery days form is saved a success message is displayed and Confirm order button is enabled. Click the Confirm order button

You have successfully confirmed the QTY and the Expiry Date. Please click on Confirm Order button to confirm the order.

Order Number: 3000E0328

Status: Order Waiting for Supplier Review

Back to Home Request Order Confirm Order

- User have to accept terms and conditions and click confirm button to confirm the order



**Order Confirmation**

Click "Yes, Confirm Order" Button to accept this order

Order Number : 300013338  
Organization : KING ABDULLAH MEDICAL CITY - MARIKHAH  
Customer Requested No. Of Days : 7  
Supplier Confirmed No. Of Days : 7

**View Order Details**

Product	: Gonol F 400 IU/0.75 ml solution for injection	Customer Requested QTY	: 100 Pack(s) (5 Free)
Unit	: Pen	Supplier Confirmed QTY	: 100 Pack(s)
Pack Size	: 1	Expiry Date	: Jan 30, 2027

Product	: OLPEN 100 mg Patch	Customer Requested QTY	: 6 Pack(s)
Unit	: Patch	Supplier Confirmed QTY	: 6 Pack(s)
Pack Size	: 5	Expiry Date	: Jan 30, 2026

By accepting this order, I am confirming that I have reviewed all the information and that it cannot be changed after confirmation. (Terms and conditions)

Close **Yes, Confirm Order**

- Once the order is confirmed, it will be assigned to Health entity for a PO Release and it will further be assigned to NUPCO Operator for further action
- It can also be sent back by health entity requesting update of expiry date and number of delivery days

## Full Dispatch and Delivery of an Order:

- Dispatch Button is enabled when the order is in Purchase Order is created by NUPCO
- To do a Full dispatch the user should click on "Order Dispatch" Button
- User can also download the PO and Invoice from the Order Page

Home > 3000131319

Order Number: 3000131319

Status: PO Issued

Order Waiting for Supplier Review | Waiting for Hospital Purchase Order | Waiting for NUPCO Confirmation | **In Progress** | Order Dispatched | Requested to Receive from Customer | Order Cancelled | Order Delivered | Waiting Update

Back to Home | Refresh | Partial Dispatched | **Order Dispatched**

Order Date : Jan 6, 2025 11:56 AM  
 Order Placed By : محمد القحطاني  
 Hospital Name : KING ABDULLAH MEDICAL CITY - MADinah  
 Shipping Address : Al Meshal, Mecca 24256 null null, Makkah, Makkah, Saudi Arabia, 21955

NUPCO Contract Number : NUPCO POA Operator  
 Transported By : DIGALAH PHARMA WAREHOUSE  
 Supplier Contact Number : DIGALAH PHARMA WAREHOUSE  
 Buyer Phone Number : 9665919943  
 Buyer Email : athorpan@kmc.med.sa

Customer Requested No. Of Days : 7  
 Supplier Confirmed No. Of Days : 7

Comment from Customer  
 Comment from Supplier

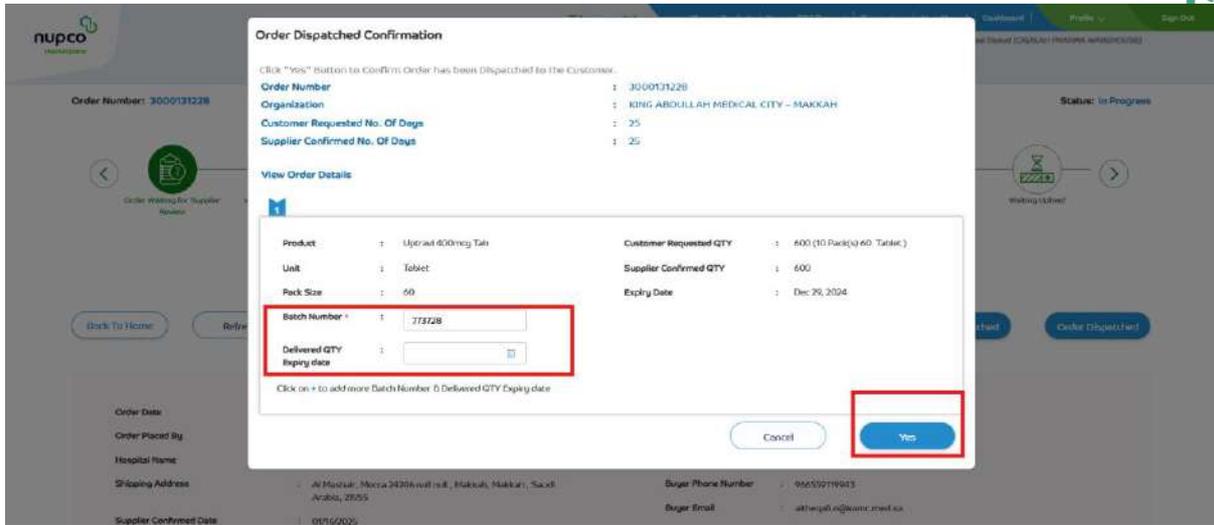
**Product Ordered details**

Item / NUPCO Item Code	Generic Name	Trade Name / Catalog Number	Pack Size	Manufacturer / Country of Origin	Requested Quantity / UOM	Supplier Quantity / UOM	Expiry Date	Customer Requested Expiry Date
5116162601200_5316162601201_3000041	Ustravel 400mcg Tab	Ustravel 400mcg Tab N/A	60	ACTELION Germany	10 Pack(s)/ Tablet	10 Pack(s)/ Tablet	Dec 20, 2024	Dec 20, 2024

Total Item VAT : 0 SAR  
 Total Delivery Charges : 152.00 SAR  
 Total Delivery VAT : 22.80 SAR  
**Order Total Value : 190.174.0 SAR**

Download Invoice | Download PO

- A pop-up will on click on "Order Dispatch" button which will show all the items in the order along with item quantity
- For a full delivery order it is not possible to change the delivery quantity
- User should enter Batch Number.
- User can specify a delivery quantity Expiry Date to dispatch an order



- Once dispatch is done successfully, a success message will be displayed
- The Order Status will be updated to Order Dispatched
- Order Delivered Button will be enabled

**Order Summary:**

- Order Date : Dec 17, 2024 6:22 AM
- Order Placed By : ناصر العنقي
- Hospital Name : KING ABDULLAH MEDICAL CITY – MAKKAH
- Shipping Address : Al Mashair, Mecca 24246 null null, Makkah, Makkah, Saudi Arabia, 21955
- Supplier Confirmed Date : 01/16/2025
- Emergency Order : No
- Supplier Emergency Order Confirmed Date :

**Supplier & Contact Information:**

- NUPCO Contact Number : NUPCO Backoffice Market Place Operator
- Transported By : OGALAH PHARMA WAREHOUSE
- Supplier Contact Number : OGALAH PHARMA WAREHOUSE
- Buyer Phone Number : 966559110943
- Buyer Email : altheqaftn@kmc.med.sa
- Customer PO Number : 878721782187

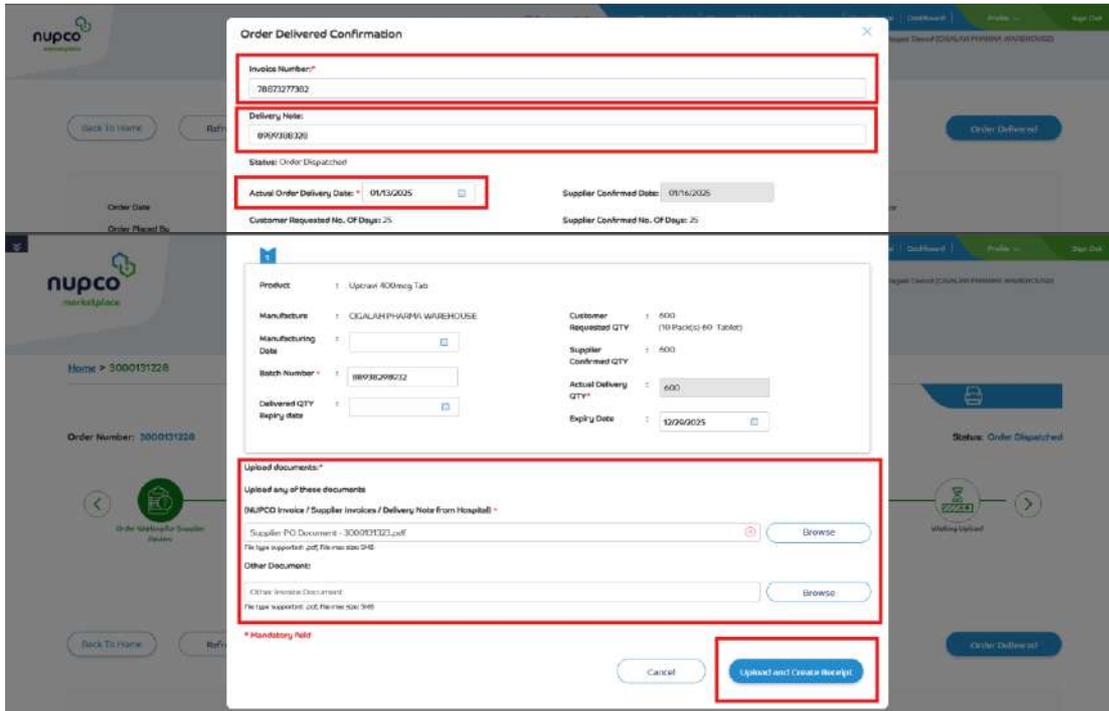
**Product Ordered details:**

Item / NUPCO Item Code	Generic Name	Trade Name / Catalog Number	Pack Size	Manufacturer / Country of Origin	Requested Quantity / UOM	Supplier Quantity / UOM	Expiry Date	Customer Requested Expiry Date
51616260200_51616260200_800041	Uptrevi 400mg Tabl	Uptrevi 400mg Tabl N/A	60	ACTELION Germany	10 Pack(s)/ Tablet	10 Pack(s)/ Tablet	Dec 29, 2024	Dec 29, 2024

**Order Totals:**

- Total Item VAT : 0 SAR
- Total Delivery Charges : 152.00 SAR
- Total Delivery VAT : 22.80 SAR
- Order Total Value : 100,174.8 SAR**

- On click on Order Delivered Button the order delivery form will pop up and user should Update following details in the form
  - Invoice Number
  - Delivery Note(Optional information)
  - Actual Order Delivery date
  - Upload NUPCO Invoice / Supplier Invoices / Delivery Note from Hospital
  - Other Documents(Optional Document)
- Once Updated the form click upload and create receipt to complete the delivery



- On click on Upload and Create Receipt Button a confirmation message will be displayed
- Order status will be updated to Order Delivered
- Receipt will be created with status "nupco Review Document"



Home > 3000131228

NUPCO Receipt has been Updated Successfully.

Order Number: 3000131228

Action needed | In Progress | Completed

Status: **Order Delivered**



[Back to Home](#) | [Refresh](#)

Order Date	: Dec 14, 2024 4:22 AM	NUPCO Contact Number	: NUPCO Backoffice Market Place Operator
Order Placed By	: محمد القاسبي	Transported By	: CGALAH PHARMA WAREHOUSE
Hospital Name	: KING ABDULLAH MEDICAL CITY - MAJMAH	Supplier Contact Number	: CGALAH PHARMA WAREHOUSE
Shipping Address	: Al-Hadiyah, Mecca 24266 null null, Makkah, Makkah, Saudi Arabia, 27955	Buyer Phone Number	: 966552190903
Supplier Confirmed Date	: 01/16/2025	Buyer Email	: atthoqafi@kmc.med.sa
Emergency Order	: No	Customer PO Number	: 876721762197
Supplier Emergency Order Confirmed Date			

Customer Requested No. Of Days : 25

Supplier Confirmed No. Of Days : 25

Comment from Customer

Comment from Supplier

Product Ordered details

[View Details](#)

Item / NUPCO Item Code	Generic Name	Trade Name / Catalog Number	Pack Size	Manufacturer / Country of Origin	Requester Quantity / UOM	Supplier Quantity / UOM	Expiry Date	Customer Requested Expiry Date
51692621200_516762610201_400041	Ultraxi 400mg Tab	Ultraxi 400mg Tab N/A	60	ACTEON Germany	10 Packs/7 Tablet	10 Packs/7 Tablet	Dec 29, 2024	Dec 29, 2024

Total Item VMT : 0 SAR  
 Total Delivery Charges : 152.00 SAR  
 Total Delivery VMT : 22.80 SAR  
**Order Total Value : 180,571.8 SAR**

Receipts

[Upload to NUPCO For Review](#)

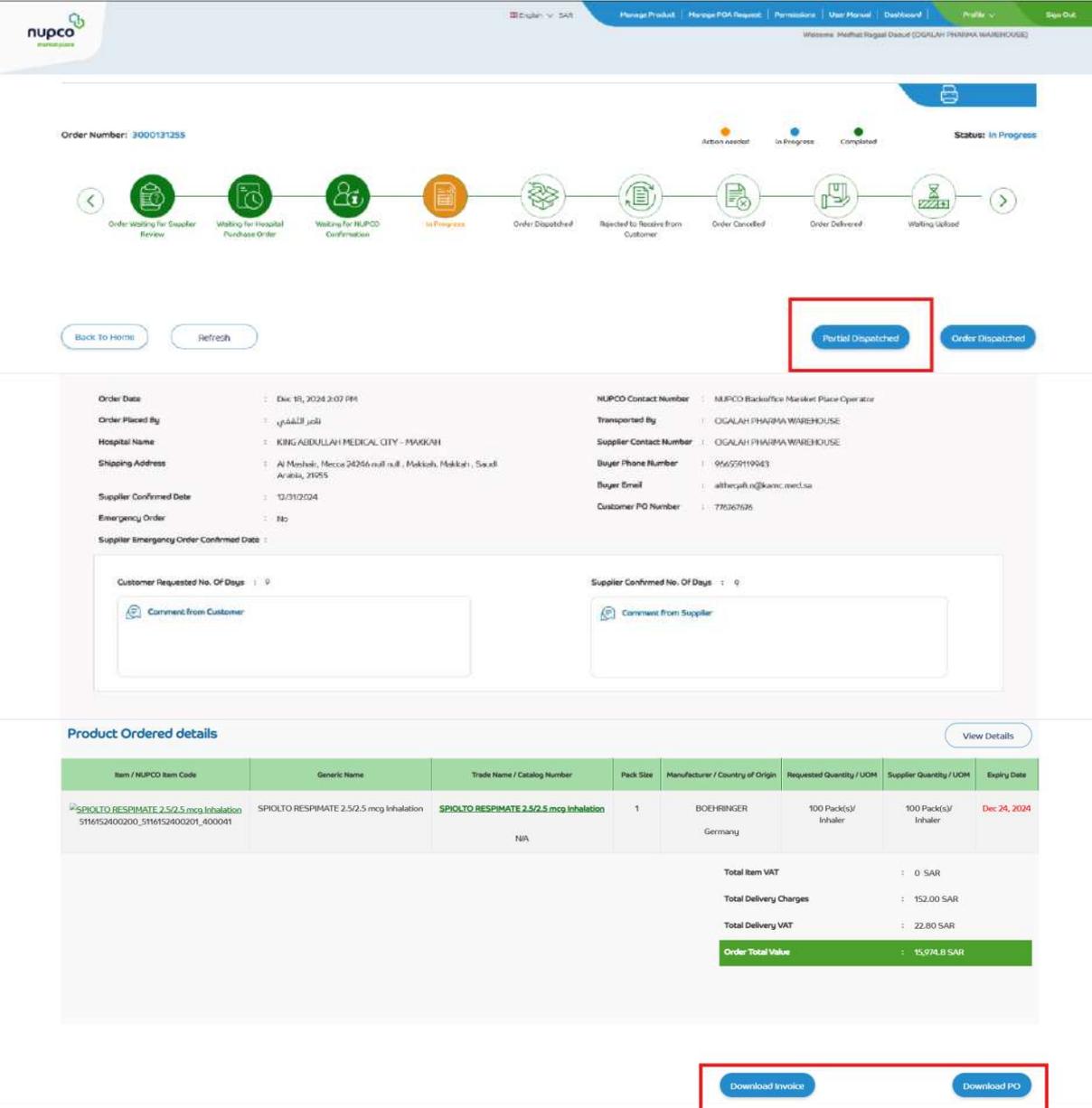
Select	Invoice Number	Status	Upload Date	Operator Comment
<input type="radio"/>	7878327183287	NUPCO Review Document	Jan 13, 2025 10:01 AM	

[Download Invoice](#)

[Download PO](#)

## Partial Dispatch and Delivery of an Order:

- Dispatch Button is enabled when the order is in Purchase Order is created by NUPCO
- To do a Partial dispatch the user should click on "Partial Dispatch" Button
- User can also download the PO and Invoice from the Order Page



The screenshot displays the NUPCO marketplace order management interface. At the top, the user is logged in as 'Wholesale: Hisham Rajgal Oudat (OGALAH PHARMA WAREHOUSE)'. The order number is 3000131255, and the status is 'In Progress'. A progress bar shows the order's lifecycle from 'Order waiting for Supplier Review' to 'Waiting Upload'. The 'Partial Dispatched' button is highlighted with a red box. Below the progress bar, there are buttons for 'Back To Home', 'Refresh', 'Partial Dispatched', and 'Order Dispatched'. The order details section includes:

- Order Date:** Dec 16, 2024 2:07 PM
- Order Placed By:** أحمد بن علي
- Hospital Name:** KING ABDULLAH MEDICAL CITY - MARKAH
- Shipping Address:** Al Moshabi, Mecca 24256 null null, Makkah, Makkah, Saudi Arabia, 21055
- Supplier Confirmed Date:** 12/19/2024
- Emergency Order:** No
- Supplier Emergency Order Confirmed Date:**
- NUPCO Contact Number:** NUPCO Backoffice Market Place Operator
- Transported By:** OGALAH PHARMA WAREHOUSE
- Supplier Contact Number:** OGALAH PHARMA WAREHOUSE
- Buyer Phone Number:** 9665919943
- Buyer Email:** altharqan@kavac.med.sa
- Customer PO Number:** 770267626

Below the details, there are sections for 'Customer Requested No. Of Days' (0) and 'Supplier Confirmed No. Of Days' (0), each with a 'Comment from Customer' and 'Comment from Supplier' field. The 'Product Ordered details' section shows a table with one item:

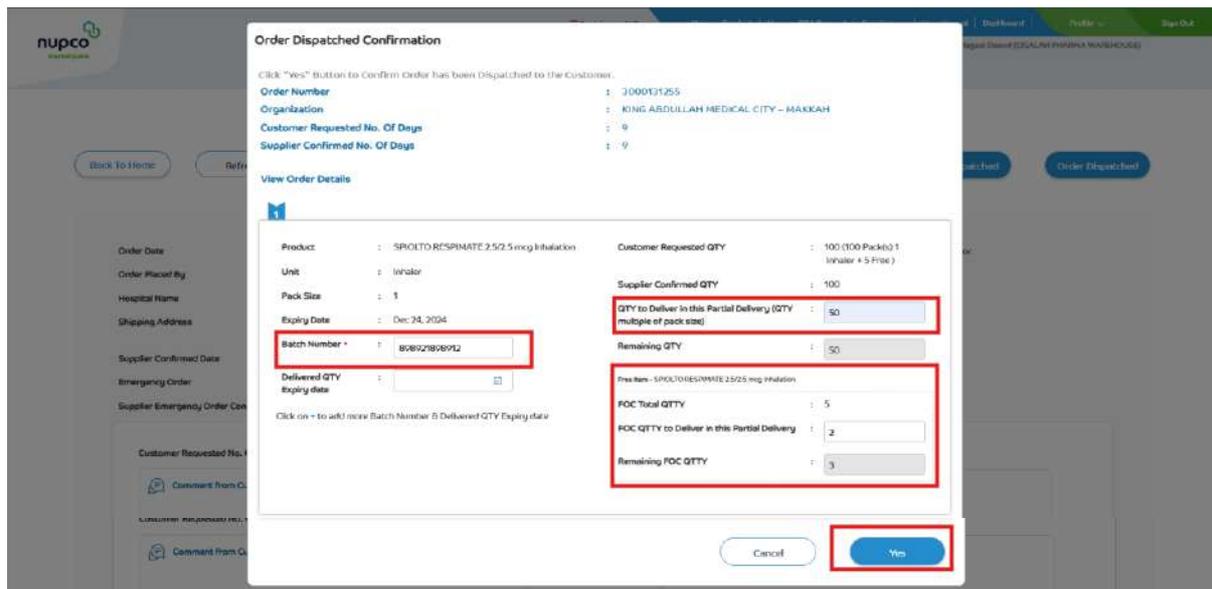
Item / NUPCO Item Code	Generic Name	Trade Name / Catalog Number	Pack Size	Manufacturer / Country of Origin	Requested Quantity / UOM	Supplier Quantity / UOM	Expiry Date
5116152400200_5116152400201_400041	SPIOLTO RESPIMATE 2.5/2.5 mcg Inhalation	SPIOLTO RESPIMATE 2.5/2.5 mcg Inhalation	1	BOEHRINGER Germany	100 Pack(s)/ Inhaler	100 Pack(s)/ Inhaler	Dec 24, 2024

Summary of costs:

- Total Item VAT: 0 SAR
- Total Delivery Charges: 152.00 SAR
- Total Delivery VAT: 22.80 SAR
- Order Total Value: 15,974.8 SAR**

At the bottom, there are buttons for 'Download Invoice' and 'Download PO', both highlighted with a red box.

- A pop-up will on click on “Partial Dispatch” button which will show all the items in the order along with item quantity
- For a partial delivery order it is possible to change the delivery quantity
- User should enter Batch Number.
- User can specify a delivery quantity Expiry Date to dispatch an order
- If there is a free item in the order user can also specify Free product delivery quantity



- Once dispatch is done successfully, a success message will be displayed
- The Order Status will be updated to Partially Shipped
- Order Delivered Button will be enabled
- A new delivery note starting with 94 will be generated



Home > 3000131255

Your partial order has been Dispatched Successfully.

Order Number: 3000131255

Action needed | In Progress | Completed

Status: Partially Shipped



Back To Home

Refresh

Order Delivered

Order Date : Dec 18, 2024 2:07 PM  
 Order Placed By : ناصر اللحدي  
 Hospital Name : KING ABDULLAH MEDICAL CITY - MAKKAH  
 Shipping Address : Al Mashair, Mecca 24246 null null, Makkah, Makkah , Saudi Arabia, 21955  
 Supplier Confirmed Date : 12/31/2024  
 Emergency Order : No  
 Supplier Emergency Order Confirmed Date :

NUPCO Contact Number : NUPCO Backoffice Market Place Operator  
 Transported By : CIGALAH PHARMA WAREHOUSE  
 Supplier Contact Number : CIGALAH PHARMA WAREHOUSE  
 Buyer Phone Number : 96655919943  
 Buyer Email : altheqafun@kmc.med.sa

Customer Requested No. Of Days : 9  
 Supplier Confirmed No. Of Days : 9

Comment from Customer

Comment from Supplier

### Order Details

040000057

Download Delivery Note

Product	1	SPICLTO RESPIMATE 2.5/2.5 mg Inhalation	Customer Requested QTY	100
Unit	1	Inhaler	Supplier Confirmed QTY	100
Pack Size	1	1	QTY Delivered in 1 Delivery	50
			Remaining QTY	50
Product	1	SPICLTO RESPIMATE 2.5/2.5 mg Inhalation	Customer Requested QTY	Free Item
Unit	1	Inhaler	Supplier Confirmed QTY	3
Pack Size	1	1	QTY Delivered in 1 Delivery	2
			Remaining QTY	3

### Product Ordered details

View Details

Item / NUPCO Item Code	Generic Name	Trade Name / Catalog Number	Pack Size	Manufacturer / Country of Origin	Requested Quantity / UOM	Supplier Quantity / UOM	Expiry Date
SPICLTO RESPIMATE 2.5/2.5 mg Inhalation 516152400200_516152400001_500041	SPICLTO RESPIMATE 2.5/2.5 mg Inhalation	SPICLTO RESPIMATE 2.5/2.5 mg Inhalation N/A	1	BOEHRINGER Germany	100 Pack(s) Inhaler	100 Pack(s) Inhaler	Dec 31, 2024

Total Item VMT	0 SAR
Total Delivery Charges	152.00 SAR
Total Delivery VMT	22.00 SAR
<b>Order Total Value</b>	<b>150.00 SAR</b>

Download Invoice

Download PO

- The new invoice starting with 94 should be used for partial delivery
- The new invoice display the delivered quantity and remaining quantity
- It adjusts invoice value as per the delivered quantity
- Total delivery charge and delivery vat is invoiced in the first partial delivery invoice



بيانات العميل Customer Details	
0000120364 Al Mashair, Mecca 24246 null null Makkah Saudi Arabia 21955	
عنوان التوصيل Shipping address	
Al Mashair, Mecca 24246 null null Makkah Saudi Arabia 21955	

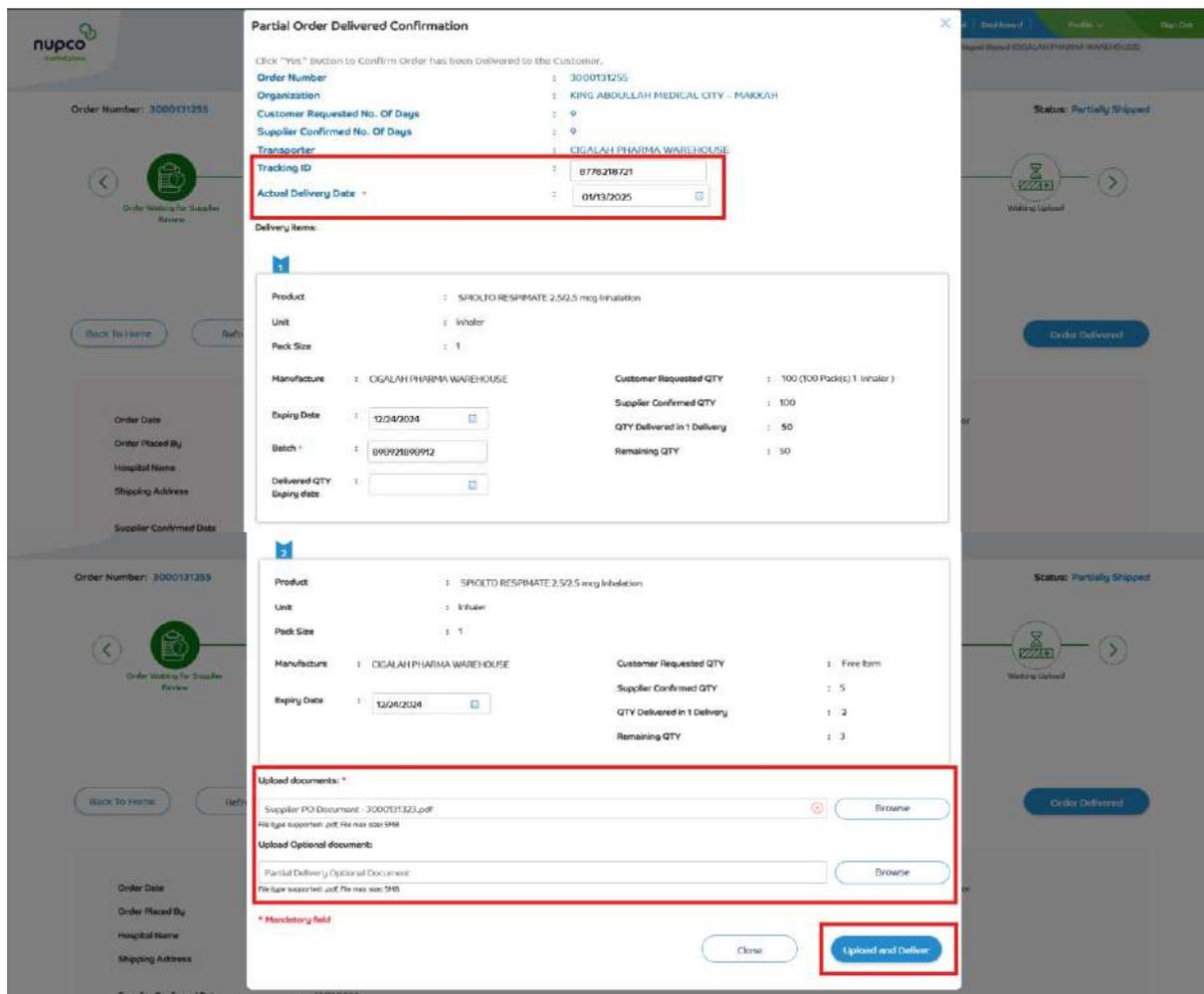
فاتورة جزئية / مذكرة تسليم Delivery Note / Partial Invoice	
رقم طلب/فاتورة - Order/Invoice Number	3000131255
رقم العميل - Customer Number	0000120364
رقم أمر الشراء للعميل - Customer PO	776767676
الرقم المرجعي الخاص بملصق اعتماد Etimad Reference Number	767676434334
رقم الأمر - NUPCO Tax Number	300062901900003
تاريخ التسليم / Delivery Date	Tue Dec 31 14:46:51 AST 2024
رقم مذكرة التسليم / Delivery Note No.	940000057

#	رقم الصنف التجاري Trade Item No.	اسم الصنف التجاري Trade Item Description	تاريخ الانتهاء Expiry Date	كمية Quantity	وحدة القياس UOM	سعر الوحدة Unit Price	أكد المورد على الكمية الموردة Supplier Confirmed Qty	الكمية الموردة Delivering Qty	الكمية المتبقية Remaining Qty	إجمالي البند Total Price
1	5116152400200_5116152400201_400341	ANTIASTHMAPIC 2.5/2.SNCG INHALER TIOFOPILUM BROMIDE AND OLODATEROL LABA LAMA		50		164.32	100	50	50	8216.0
2	5116152400200_5116152400201_400341	ANTIASTHMAPIC 2.5/2.SNCG INHALER TIOFOPILUM BROMIDE AND OLODATEROL LABA LAMA		2		164.32	3	2	3	0.0

إجمالي قيمة البند الطبية الموردة Total Value For Delivered Medical Items	8216.0
إجمالي القيمة المضافة للبند الطبية الموردة Total VAT For Delivered Medical Items	0.0
قيمة التوصيل Delivery Cost Value	152.0
ضريبة القيمة المضافة للتوصيل VAT Value For Delivery Cost	22.8
المجموع الجمالي للطلب Order Total	8390.8

الختم Stamp	التاريخ المستلم Actual Delivery Date	الجهة الصحية The Health Entity	المستلم The Recipient

- On click on Order Delivered Button the order delivery form will pop up and user should Update following details in the form
  - Transporter Tracking ID (Optional)
  - Actual Order Delivery date
  - Upload NUPCO Invoice / Supplier Invoices / Delivery Note from Hospital
  - Other Documents(Optional Document)
- Once Updated the form click upload and deliver to complete the partial delivery



**Partial Order Delivered Confirmation**

Click "Yes" button to Confirm Order has been Delivered to the Customer.

Order Number : 300013253  
 Organization : KING ABDOULLAH MEDICAL CITY - MAKKAH  
 Customer Requested No. Of Days : 0  
 Supplier Confirmed No. Of Days : 0  
 Transporter : CIGALAH PHARMA WAREHOUSE

Tracking ID : B78218721  
 Actual Delivery Date : 01/13/2025

**Delivery Items:**

**Item 1:**  
 Product : SPIOLTO RESPINATE 2.50.5 mcg Inhalation  
 Unit : Inhaler  
 Pack Size : 1  
 Manufacture : CIGALAH PHARMA WAREHOUSE  
 Customer Requested QTY : 100 (100 Packs) 1 Inhaler )  
 Supplier Confirmed QTY : 100  
 QTY Delivered in 1 Delivery : 50  
 Remaining QTY : 50  
 Expiry Date : 12/04/2024  
 Batch : B90922890912  
 Delivered QTY :  
 Expiry date :

**Item 2:**  
 Product : SPIOLTO RESPINATE 2.50.5 mcg Inhalation  
 Unit : Inhaler  
 Pack Size : 1  
 Manufacture : CIGALAH PHARMA WAREHOUSE  
 Customer Requested QTY : Free Item  
 Supplier Confirmed QTY : 5  
 QTY Delivered in 1 Delivery : 2  
 Remaining QTY : 3  
 Expiry Date : 12/04/2024

**Upload documents: \***  
 Supplier PO Document: 30001323.pdf  
 File type supported: pdf, File max size: 5MB  
 Browse

**Upload Optional documents:**  
 Partial Delivery Optional Document:  
 File type supported: pdf, File max size: 5MB  
 Browse

\* Mandatory field

Close Upload and Deliver

- On click on Upload and deliver Button a confirmation message will be displayed
- Order status will be updated to Partially Delivered
- Receipt will be created with status "nupco Review Document"

Order Number: 3000191235

Status: Partially Delivered

Order Date: 06/16/2024 2:07 PM  
 Order Placed By: محمد صالح  
 Hospital Name: KING ABDUL ELAZIZ MEDICAL CITY - MANSOURA  
 Shipping Address: Al Foshayir, P.O. Box 24245, Rd. 8, Madinat, Madinat, Saudi Arabia, 24552  
 Supplier Confirmation Date: 12/19/2024  
 Emergency Order: No  
 Supplier Emergency Order Confirmation Date:

MUPCO Contact Number: MUPCO BackOffice Madinat Place Operator  
 Transported By: CEGALAH PRINEMA WAREHOUSE  
 Supplier Contact Number: CEGALAH PRINEMA WAREHOUSE  
 Deger Phone Number: 960229119903  
 Deger Email: al.farahah@egm.com.sa

Customer Requested No. Of Dose: 9  
 Supplier Confirmed No. Of Dose: 9

Comment from Customer:

Comment from Supplier:

### Order Details

94000062 [Download Delivery Note](#)

Product	Customer Requested QTY	Supplier Confirmed QTY	QTY Delivered in 1 Delivery	Remaining QTY
SPIRITO RESPIMATE 2.5/2.5 mcg Inhalation	100	100	50	50
SPIRITO RESPIMATE 2.5/2.5 mcg Inhalation	Free Item	5	3	3

### Product Ordered details

[View Details](#)

Item / MUPCO Item Code	Generic Name	Trade Name / Catalog Number	Pack Size	Manufacturer / Country of Origin	Requested Quantity / UOM	Supplier Quantity / UOM	Buying Date
SPIRITO RESPIMATE 2.5/2.5 mcg Inhalation 5785280000_5785280000_800001	SPIRITO RESPIMATE 2.5/2.5 mcg Inhalation	SPIRITO RESPIMATE 2.5/2.5 mcg Inhalation	1	BOEHRINGER Germany	100 Packs/ Inhaler	100 Packs/ Inhaler	Dec 26, 2024

Total Item VAT: 0 SAR  
 Total Delivery Charges: 152.00 SAR  
 Total Delivery VAT: 32.00 SAR  
**Order Total Value: 15,074.0 SAR**

### Receipts

[Send to MUPCO for Invoice](#)

Select	Invoice Number	Status	Upload Date	Operator Comment
<input type="radio"/>	94000062	MUPCO Review Document	Jan 13, 2025 10:01 AM	

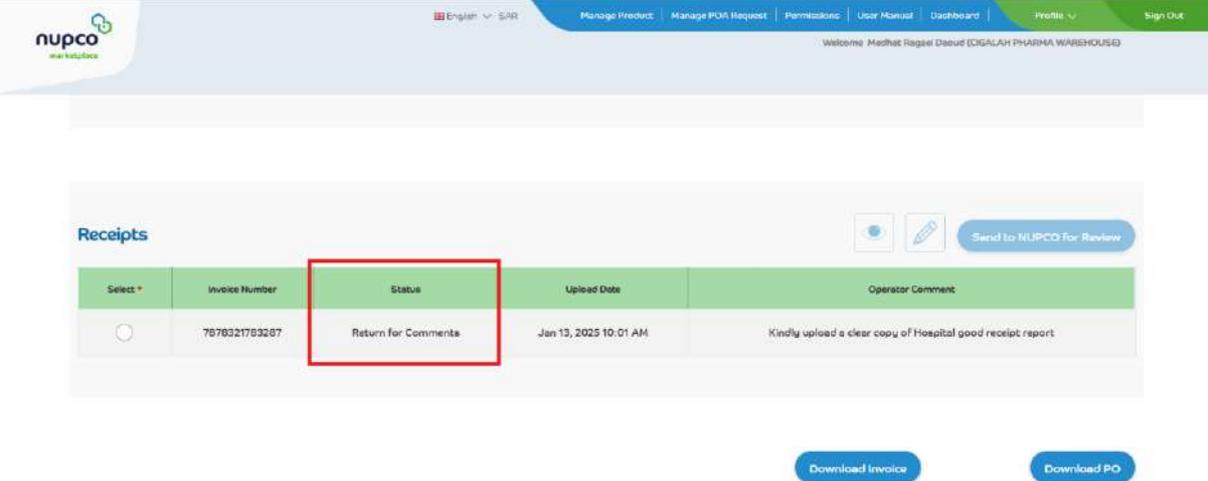
[Download Invoice](#) [Download PO](#)



- Partial delivery button will be again enabled when the NUPCO Operator approves the receipt
- A partial delivery order should be completed within 4 deliveries

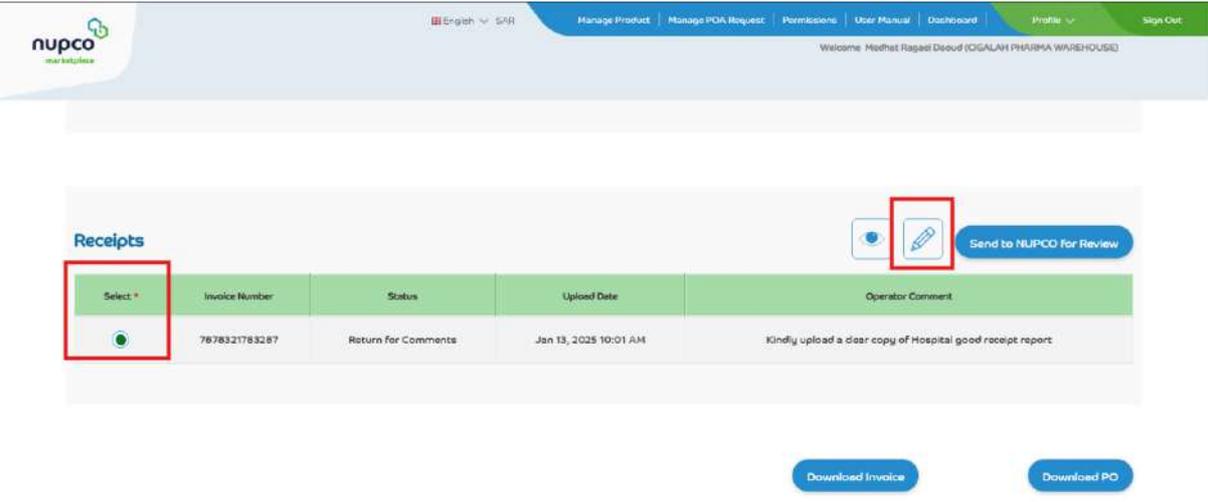
## Manage Sent Back receipts:

- A receipt can be sent back by operator to the supplier for correction
- When a receipt is sent back the receipt status will be "Return For comment"



The screenshot shows the NUPCO marketplace dashboard. At the top, there is a navigation bar with the NUPCO logo, language settings (English SAR), and various menu items like 'Manage Product', 'Manage POA Request', 'Permissions', 'User Manual', 'Dashboard', 'Profile', and 'Sign Out'. Below the navigation bar, there is a 'Receipts' section. A table lists receipts with columns for 'Select', 'Invoice Number', 'Status', 'Upload Date', and 'Operator Comment'. The first row shows an invoice number '7878321783287' with a status of 'Return for Comments', which is highlighted with a red box. To the right of the table, there is a 'Send to NUPCO for Review' button and two 'Download' buttons: 'Download Invoice' and 'Download PO'.

- The user should select the receipt and click edit icon for review and rework



This screenshot is similar to the previous one, showing the 'Receipts' table. In this view, the 'Select' column for the first row is highlighted with a red box, and the 'Send to NUPCO for Review' button is also highlighted with a red box. The rest of the interface, including the navigation bar and 'Download' buttons, remains the same.

- A form will open and will allow to change the data or reupload the files
- On click on Upload and create receipt button the updated data will be saved, the order will again be resubmitted for NUPCO review



### Edit NUPCO Receipt ✕

**Invoice Number :\***

**Delivery Note :**

**Status :** Order Delivered

**Actual Order Delivery Date :\***  

**Customer Requested No. Of Days :** 25      **Supplier Confirmed No. Of Days :** 25

---

**Delivery items :**

**1**

<b>Product</b> :	Uptravi 400mcg Tab		
<b>Manufacture</b> :	CIGALAH PHARMA WAREHOUSE	<b>Customer Requested QTY</b> :	600 ( 10 Pack(s) 60 Tablet )
<b>Manufacturing Date</b> :	<input type="text"/>	<b>Supplier Confirmed QTY</b> :	600
<b>Batch Number *</b> :	<input type="text" value="88938298932"/>	<b>Actual Delivery QTY*</b> :	<input type="text" value="600"/>
<b>Delivered QTY Expiry date</b> :	<input type="text"/>	<b>Expiry Date</b> :	<input type="text" value="12/29/2025"/> 

**Upload documents :\***

Upload any of these documents

**(NUPCO Invoice / Supplier Invoices / Delivery Note from Hospital) \***

✕
Browse

File type supported: .pdf, File max size: 5MB

**Upload Optional document:**

Browse

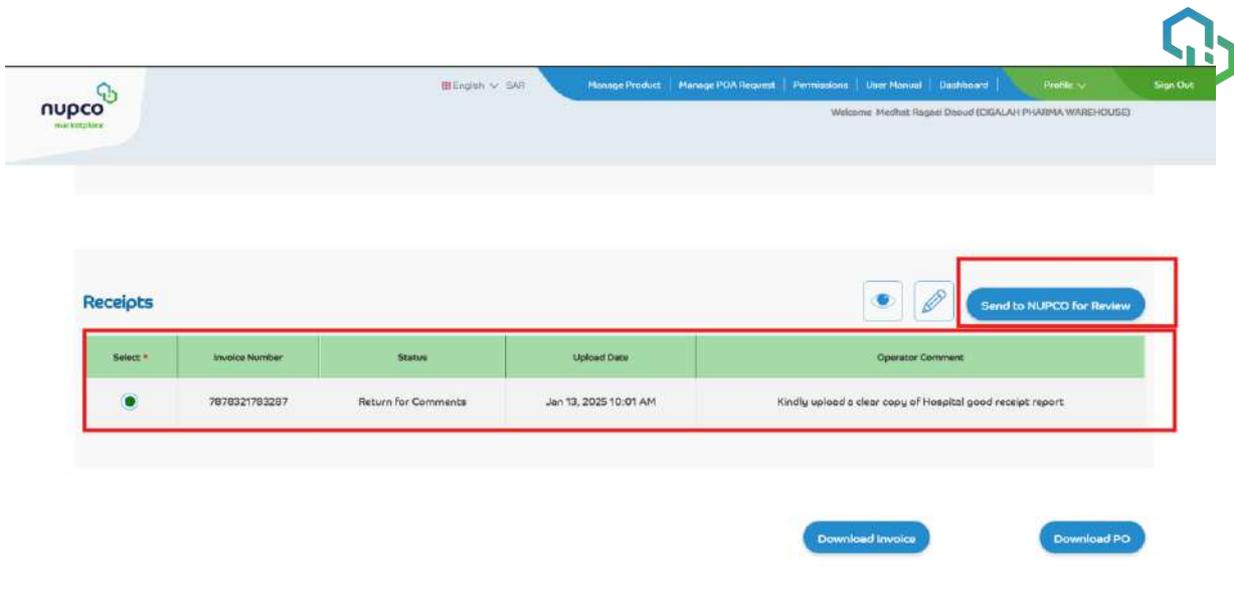
File type supported: .pdf, File max size: 5MB

**\* Mandatory field**

Cancel

Upload and Create Receipt

- After the receipt is saved the user should click send to NUPCO for review button selecting appropriate receipt, and it will be sent to NUPCO for review

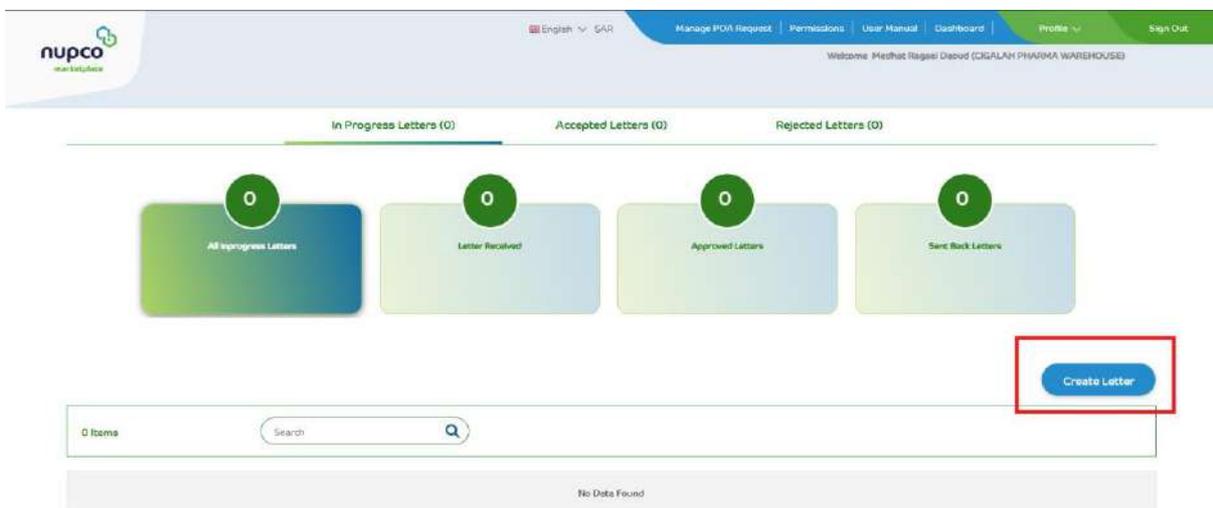


## Management of Supplier letter:

- User can access supplier letter page by clicking "Permissions" on header



- User can start creating a letter request from this page. A letter can be created when the Order is in PO Issued Status



- A pop up will come where user can enter the order number



Importing Permission Letter

MP-Order\* : 3000114321

NUPCO ID (code)\* : Choose your NUPCO ID (code)

Tender Number\* :

Quantity\* : Unit\* :

Manufacturer\* :

Trade Name\* :

Customer Name\* : Jameel alharbi

Country\* :

Reason\* : Choose the Reason

Importing Permission Letter\* : Importing Permission Letter

Checklist\* : Checklist

- Based on order number the products of the order will be listed as a drop down

Importing Permission Letter

MP-Order\* : 3000114321

NUPCO ID (code)\* : Choose your NUPCO ID (code)

Tender Number\* : Choose your NUPCO ID (code)

Quantity\* : 4111585700800\_4111585700801\_000041

Manufacturer\* : 4111585700600\_4111585700601\_400041

Trade Name\* : 4111585700200\_4111585700201\_400041

Customer Name\* : Jameel alharbi

Country\* :

Reason\* : Choose the Reason

Importing Permission Letter\* : Importing Permission Letter

Checklist\* : Checklist

- Based on the selected item the product data will be populated automatically

Importing Permission Letter

MP-Order\* : 3000114321

NUPCO ID (code)\* : 4111585700800\_4111585700801\_400041

Tender Number\* : NPT0005/19

Quantity\* : 50 Unit\* : Items (Pieces)

Letter FOC Quantity : 0

Manufacturer\* : ARTHROCARE CORPORATION

Trade Name\* : Plasma wand for sinus surgery

Customer Name\* : Jameel alharbi

Country\* : United States

Reason\* : Choose the Reason

Importing Permission Letter\* : Importing Permission Letter

Checklist\* : Checklist



- User have to choose the reason and upload Importing Permission Letter and Checklist document, and click create button

Importing Permission Letter

MP-Order: 3000114321

NUPCO ID (code): 4111565700100\_4111565700101\_400041

Tender Number: NPT000510

Quantity: 10 Unit: Items (Pieces)

Letter FOC Quantity: 0

Manufacturer: ARTHROCARE CORPORATION

Trade Name: Plasma Micro biological ward for steroids

Customer Name: Jeneel alshahid

Country: United States

Reason: عدم تقديم الوثائق الخمسة أو إكمال النموذج وعدم إكمال الأوراق المطلوبة

Importing Permission Letter: Supplier PO Document - 3000131323.pdf [Browse]

Checklist: Supplier PO Document - 3000131321.pdf [Browse]

[Close] [Create]

- On submission a request will be created and assigned to NUPCO for review

Home > Vendor Letters > L-00000150

Letter Number: L-00000150

Status: Letter Received

Letter Received by Operator

Waiting for Operator Review

Waiting for Supplier Review

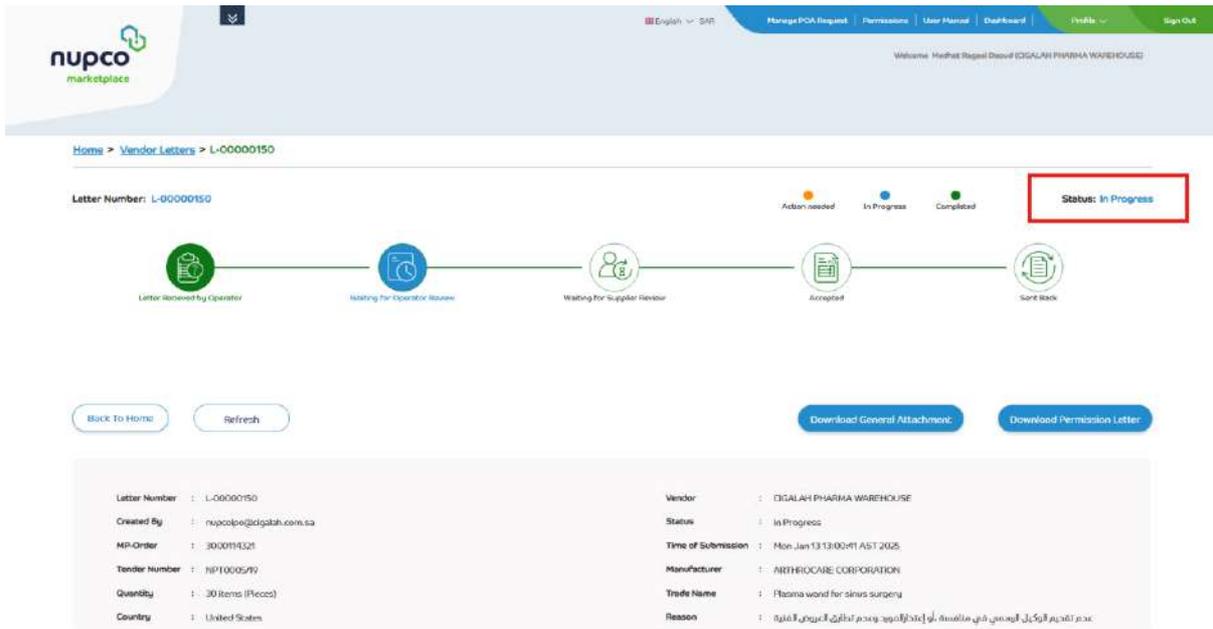
Accepted

Sent Back

Back To Home Refresh Download General Attachment Download Permission Letter

Letter Number	: L-00000150	Vendor	: CIGALAH PHARMA WAREHOUSE
Created By	: nupco@pc@cigalah.com.sa	Status	: Letter Received
MP-Order	: 3000114321	Time of Submission	: Mon, Jan 13 15:00:41 AST 2025
Tender Number	: NPT000510	Manufacturer	: ARTHROCARE CORPORATION
Quantity	: 30 Items (Pieces)	Trade Name	: Plasma ward for sinus surgery
Country	: United States	Reason	: عدم تقديم الوثائق الخمسة أو إكمال النموذج وعدم إكمال الأوراق المطلوبة

- As soon as NUPCO operator starts working on the request the request will be marked as in Progress



Home > Vendor Letters > L-00000150

Letter Number: L-00000150

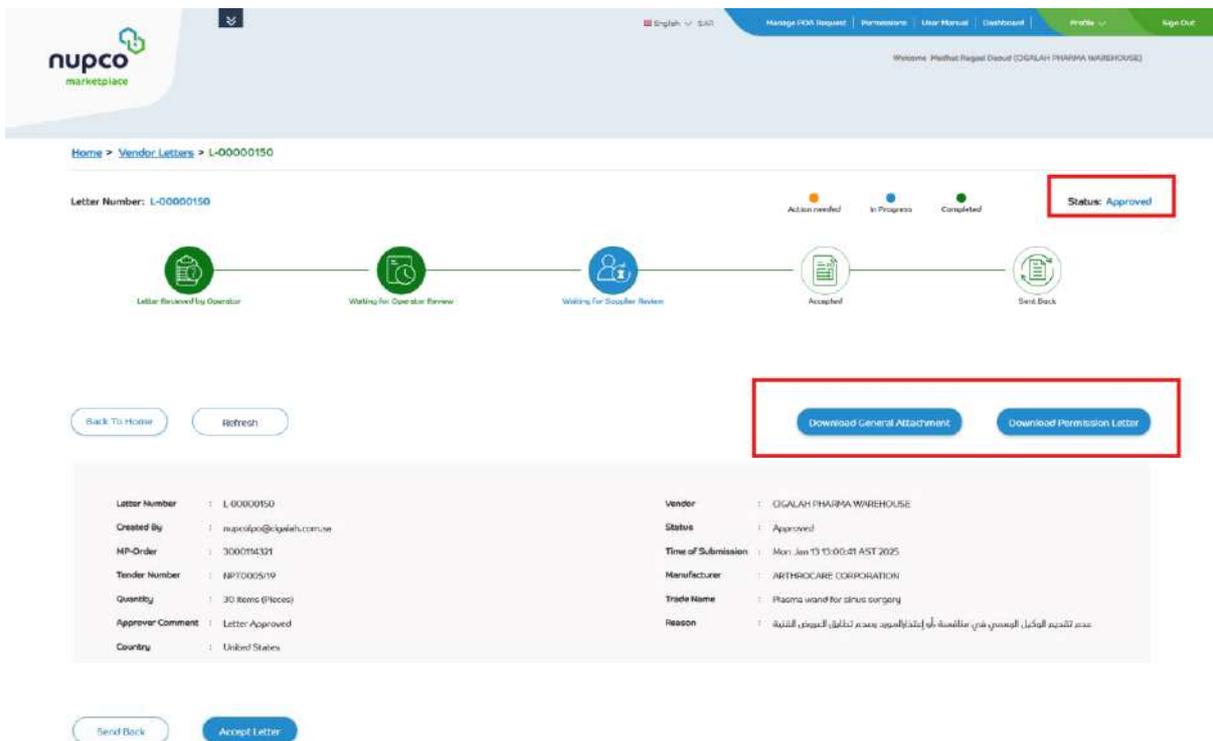
Status: **In Progress**

Process Flow: Letter Received by Operator → Waiting for Operator Review → Waiting for Supplier Review → Accepted → Sent Back

Buttons: Back To Home, Refresh, Download General Attachment, Download Permission Letter

Letter Number	: L-00000150	Vendor	: OGALAH PHARMA WAREHOUSE
Created By	: nupco@ogalah.com.sa	Status	: In Progress
MP-Order	: 3000154321	Time of Submission	: Mon Jan 13 13:00:41 AST 2025
Tender Number	: NP1000519	Manufacturer	: ARTHOCARE CORPORATION
Quantity	: 30 Items (Pieces)	Trade Name	: Plasma wand for sinus surgery
Country	: United States	Reason	: عدم تقديم الوثائق الراجعة في الموعد المحدد أو إكمالها بعد انتهاء العرض المبني

- Once approved it will show a status approved and user can download the letter and general attachment from the letter request



Home > Vendor Letters > L-00000150

Letter Number: L-00000150

Status: **Approved**

Process Flow: Letter Received by Operator → Waiting for Operator Review → Waiting for Supplier Review → Accepted → Sent Back

Buttons: Back To Home, Refresh, Download General Attachment, Download Permission Letter

Letter Number	: L-00000150	Vendor	: OGALAH PHARMA WAREHOUSE
Created By	: nupco@ogalah.com.sa	Status	: Approved
MP-Order	: 3000154321	Time of Submission	: Mon Jan 13 13:00:41 AST 2025
Tender Number	: NP1000519	Manufacturer	: ARTHOCARE CORPORATION
Quantity	: 30 Items (Pieces)	Trade Name	: Plasma wand for sinus surgery
Approver Comment	: Letter Approved	Reason	: عدم تقديم الوثائق الراجعة في الموعد المحدد أو إكمالها بعد انتهاء العرض المبني
Country	: United States		

Buttons: Send Back, Accept Letter

- An approved letter do have following information

رقم الطلب :

التاريخ :

## سعادة نائب الرئيس التنفيذي لقطاع التشغيل بالهيئة العامة للغذاء والدواء سلمه الله

السلام عليكم ورحمة الله وبركاته،،

نفيد سعادتكم بتعاقد الشركة الوطنية للشراء الموحد للأدوية والأجهزة والمستلزمات الطبية (نوبكو) مع  
 الصادر من خلال منصة السوق الإلكتروني  
 حيث سيتم توريد هذه الطلبية إلى  
 التابع لشركة نوبكو تبعاً لمناسبة الأدوية  
 وفقاً للبيانات التالية:

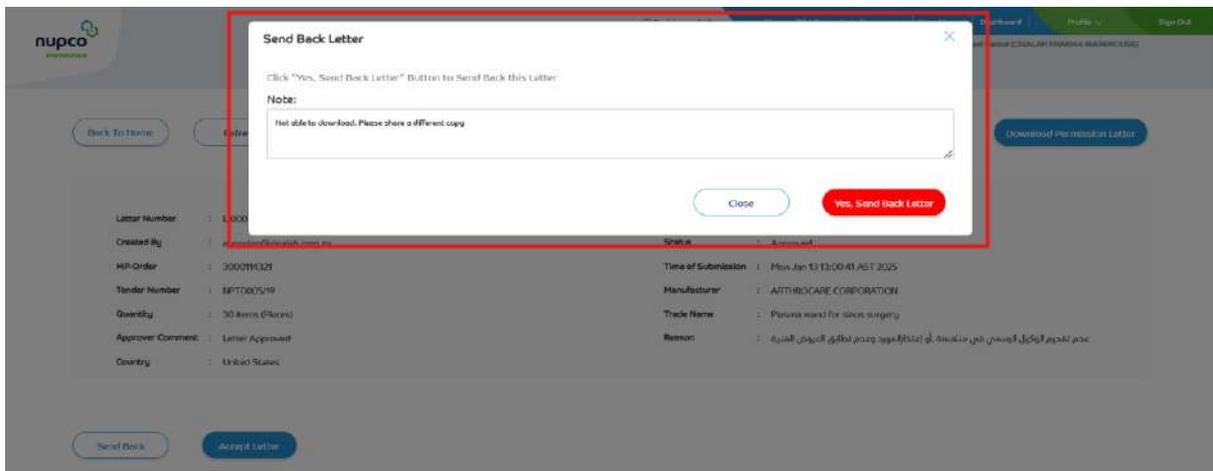
رقم	اسم الصنف	الشركة المصنعة	بلد المنشأ	الكمية	السبب
1					

بناءً على طلب المورد بإصدار خطاب إذن استيراد، فإنه يتعهد أن هذا البند سوف يستخدم فقط لمرضى  
 المستشفى، ويلتزم المورد في حال زيادة الكمية أو إنقاصها أو إلغاء الترسية على المورد وعدم إعطائها لأي  
 جهة أخرى إلا بموافقة الهيئة، وفي حالة تم رفض استلام الدواء لأي سبب فني أو عدم مطابقته للمواصفات  
 وشروط التوريد سيقوم بتحرير الكمية وإشعار الهيئة بذلك.

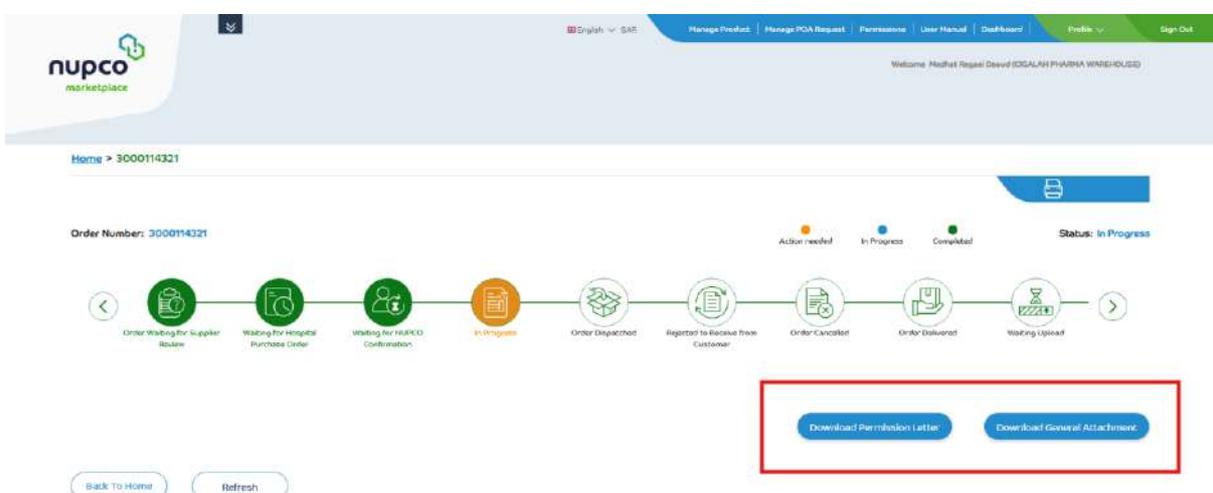
عليه نأمل تكرم سعادتكم بتوجيه الجهة المختصة لديكم بإصدار خطاب إذن استيراد.

### مدير منصة نوبكو للسوق الإلكتروني

- Once approved the supplier must accept or send back the request. To send back, user must enter the reason in a pop-up



- Once accepted user can download the letter and general attachment from the order as well

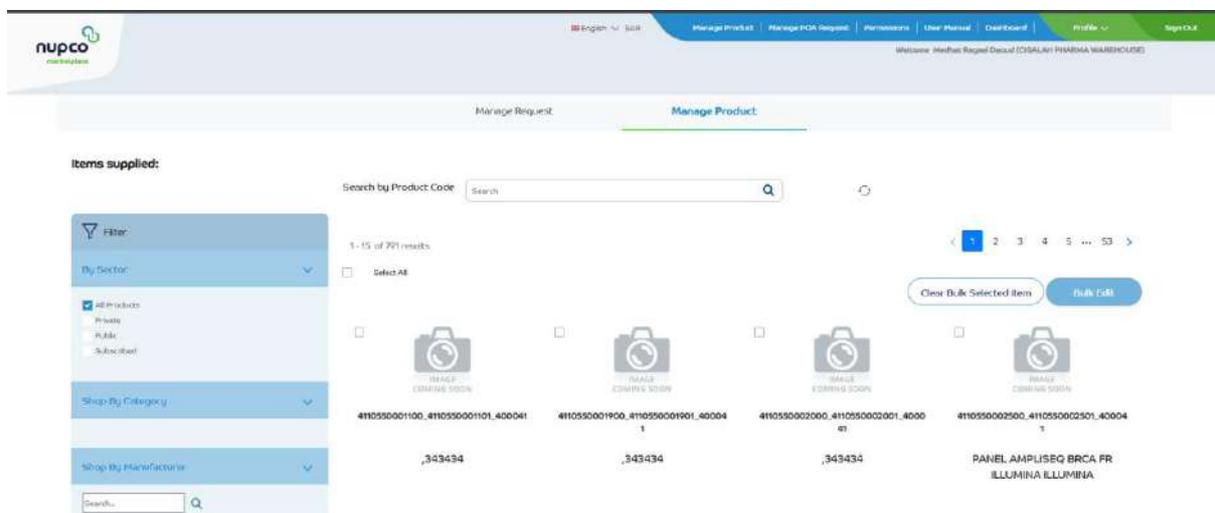


## Product management:

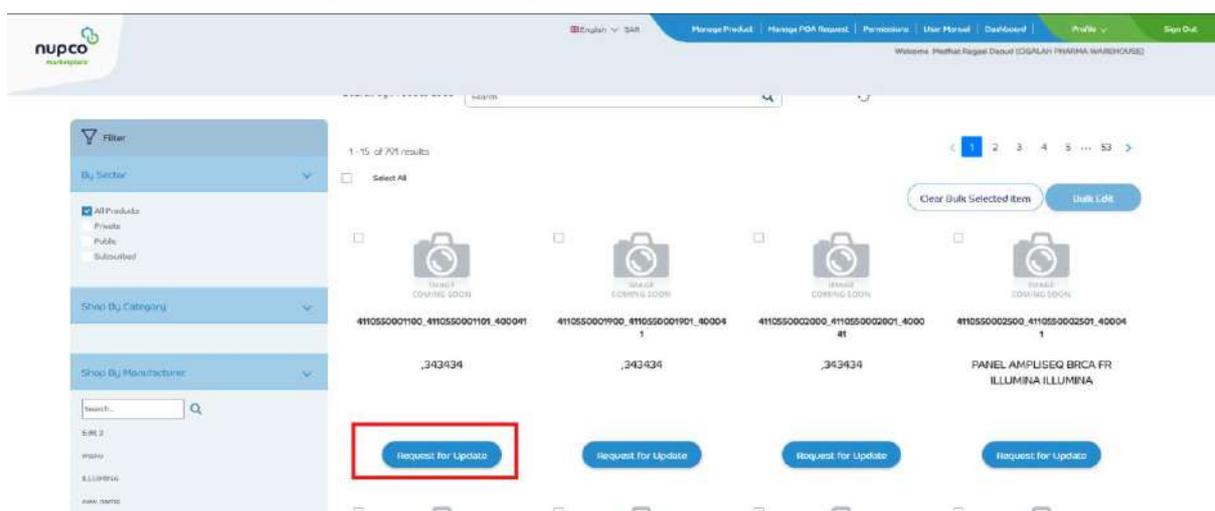
- A supplier can request to update product data using manage product navigation in the header



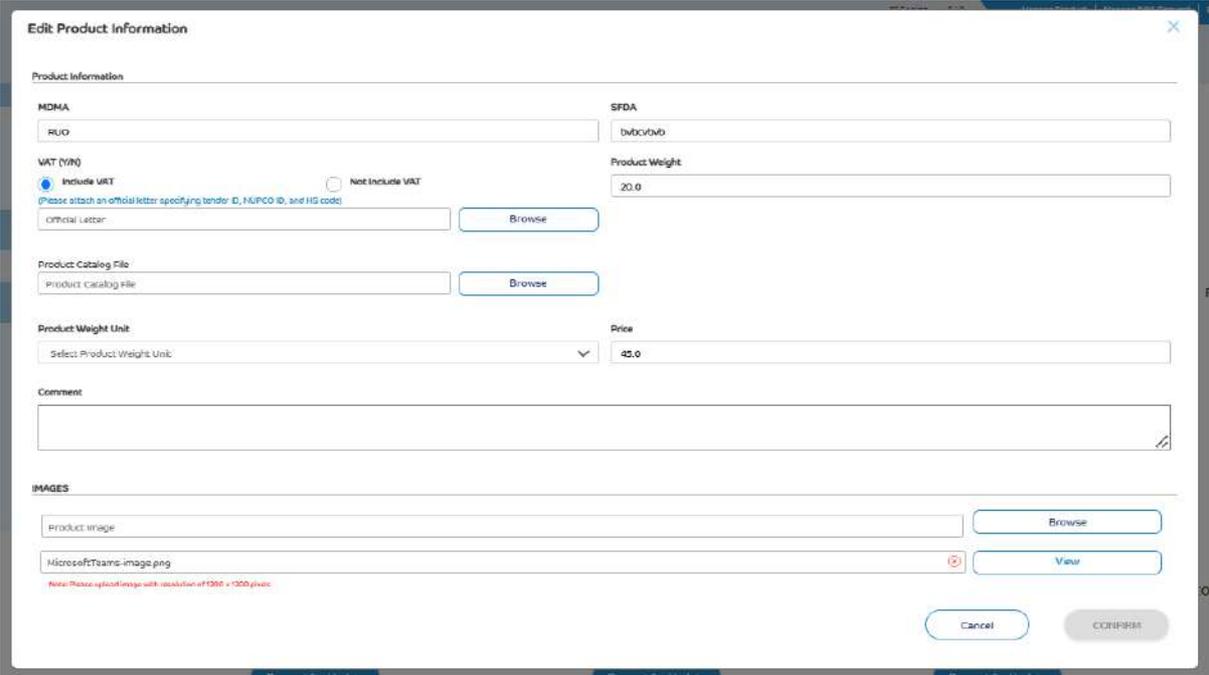
- Product Management page shows all the products assigned to the supplier



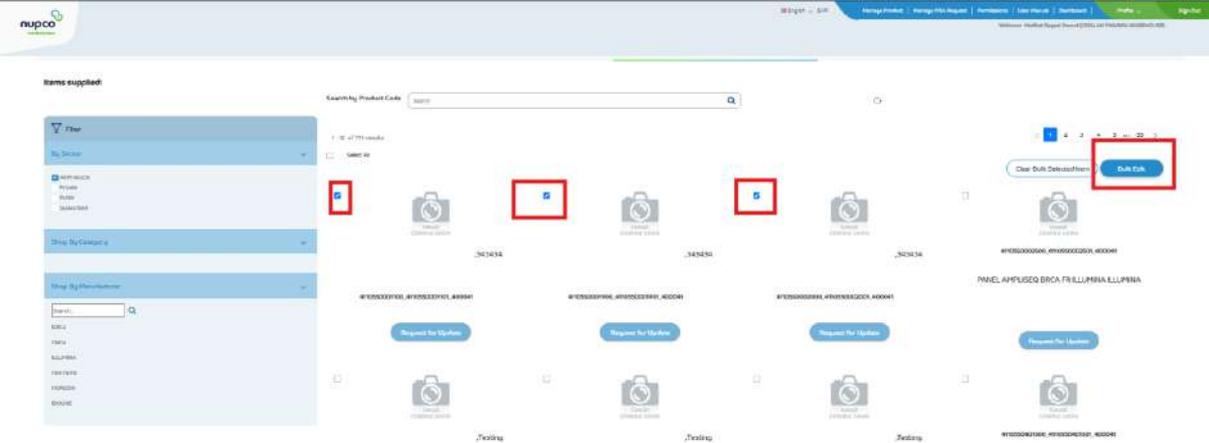
- User can initiate a single edit clicking the below button



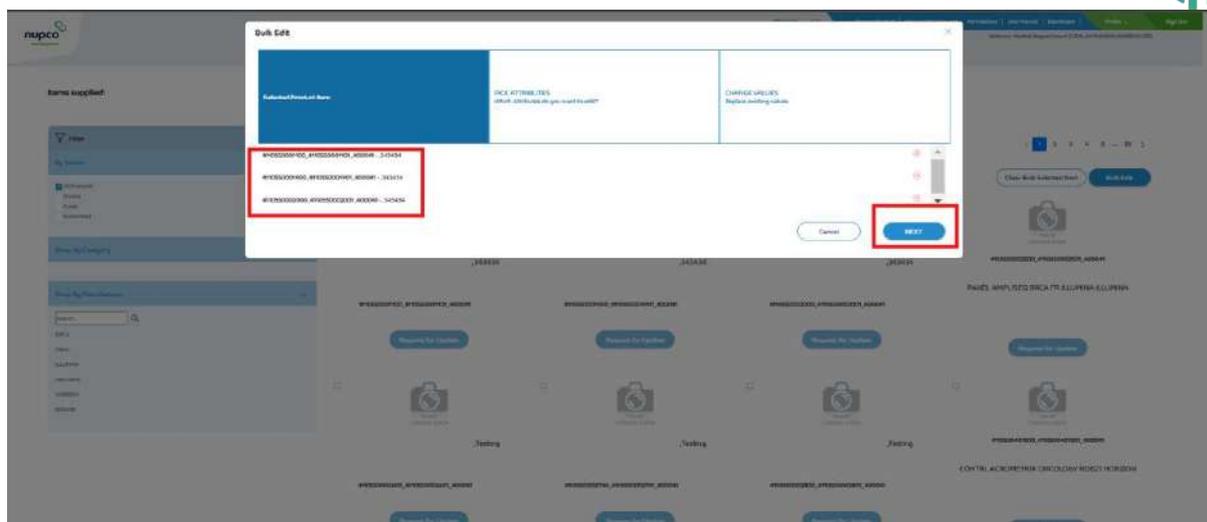
- Following details can be updated via product management page as single edit



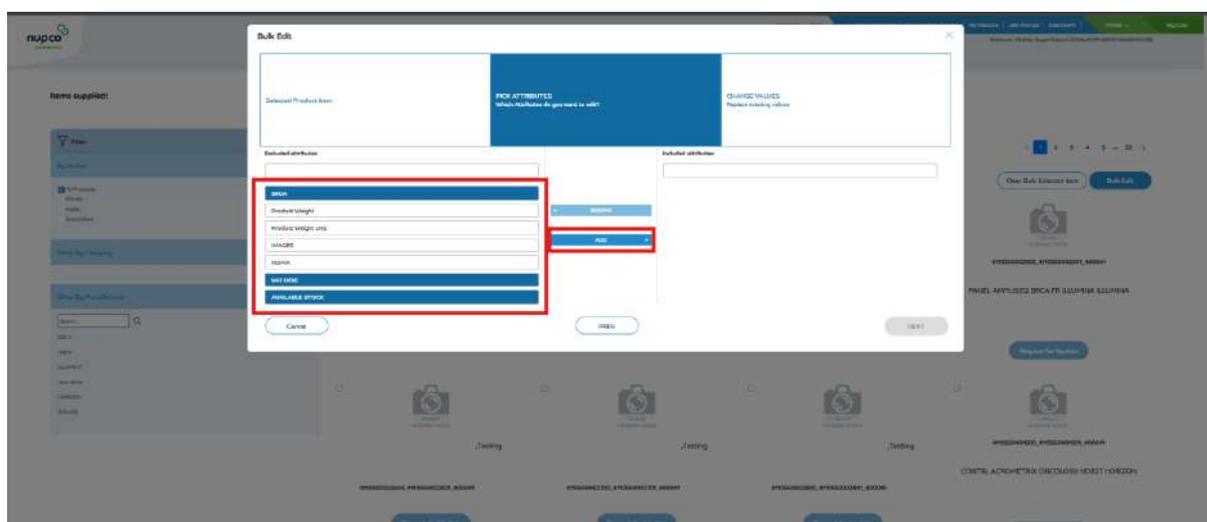
- To do bulk edit the user must select multiple products and click bulk edit



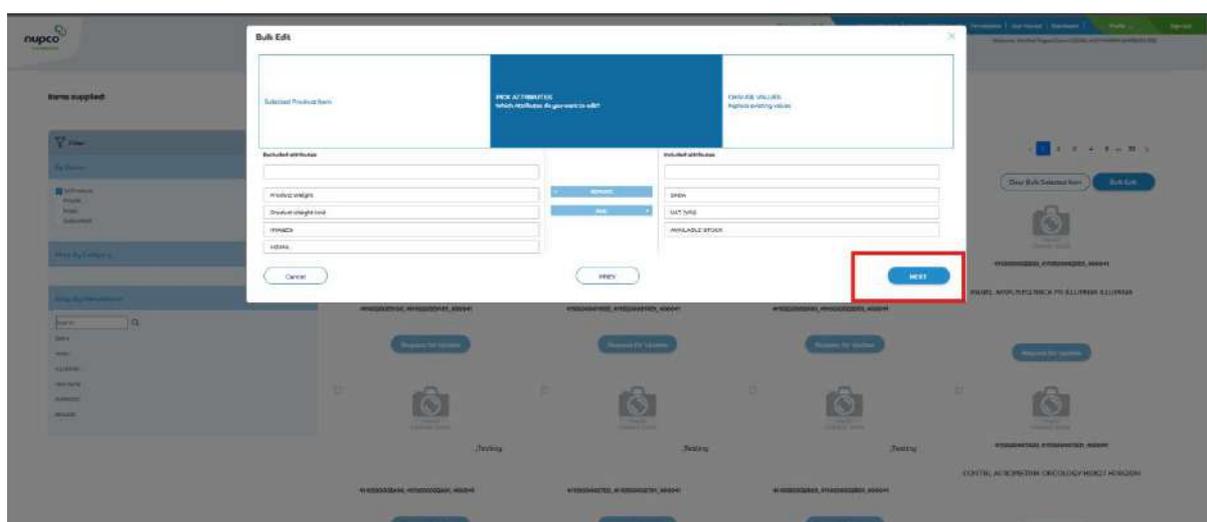
- As first step user can see the selected products and must click next to go to the further steps



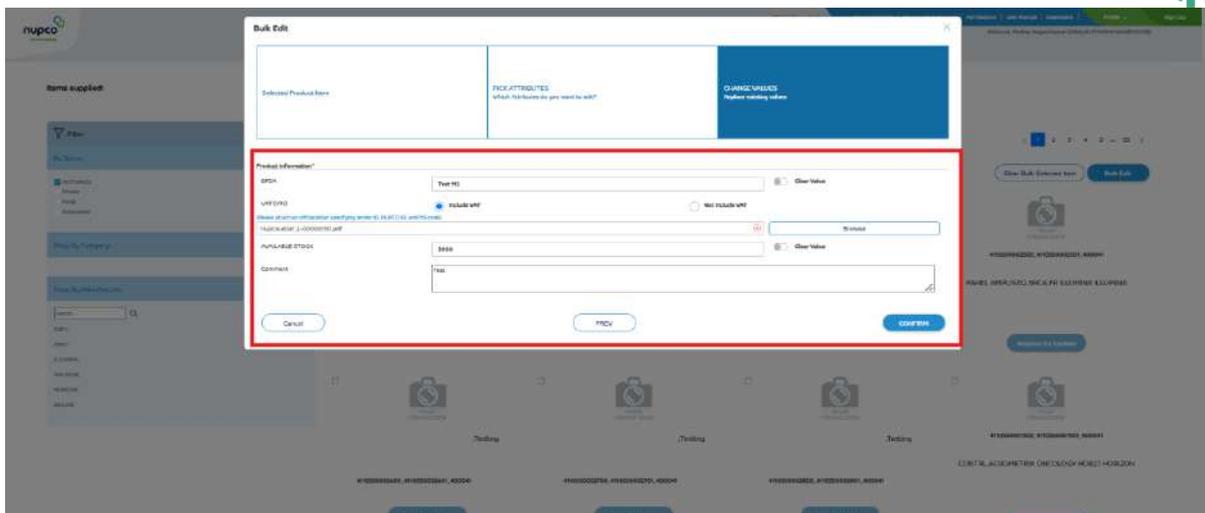
- In step 2 user should include the attributes to be updated



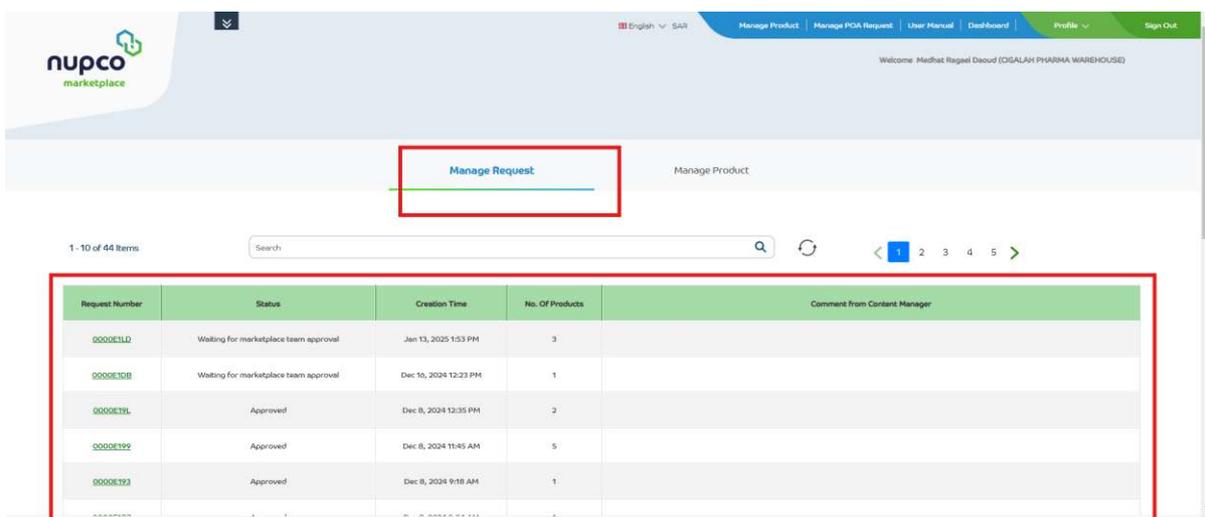
- Once added click next



- User should add the values to be applied in the next step and upload the official letter and confirm



- To track a request user should go to Manage Request tab, where it lists all the requests



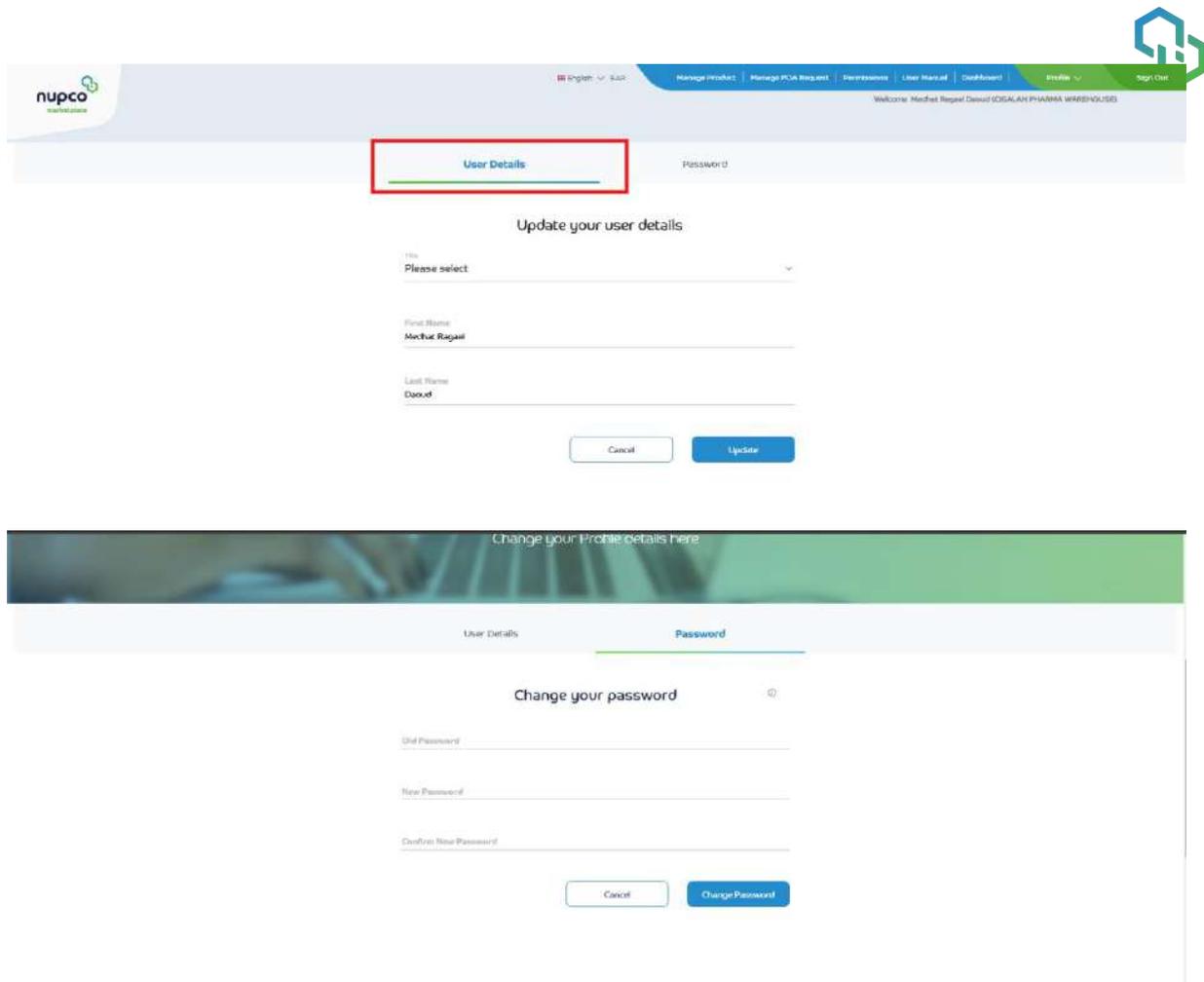
- Once the request is approved the product data will be updated and will reflect in the marketplace

## Profile Management:

- A supplier can access profile Management via profile in header



- In User detail the user can Update Name of the user and the password



- The Contact Us page is divided into following sections:
  - Message
  - Whatsapp and E-Mail
- To contact NUPCO via message the customer should fill up a form with following data:
  - First Name
  - Last Name
  - E-Mail
  - Phone Number
  - Company Name
  - City (Dropdown List)

- o Message (Max 100 Characters)

Message WhatsApp & Email

---

**Send us a Message**

Send us your message by filling up the form below  
One of NUPCO advisors will be happy to get in touch with you.

<p><small>First Name *</small> NUPCO</p>	<p><small>Last Name *</small> Demo</p>
<p><small>Email *</small> demo@test.com</p>	<p><small>Phone Number *</small> 1289269288</p>
<p><small>Company Name *</small> NUPCO DEMO INC</p>	<p><small>City *</small> Aizuln <span style="float: right;">▼</span></p>

Message \*

Test message for demo purpose to be used for documentation only.

30 Characters remaining

\*Mandatory fields

- On submission of this form the message will be submitted to NUPCO for appropriate action
- Under section Whatsapp and E-Mail NUPCO's official E-Mail and Whatsapp Number is documented via which non-logged in customers can get in touch with nupco directly

---

Message WhatsApp & Email

**WhatsApp & Email Us!**

We look forward for your call & mail and will be pleased to assist you during working hours.

  
**920018184**

  
**mpcare@nupco.com**

- In the support ticket user can track the raised tickets or create a new ticket



View all tickets created by you

Tickets In-Progress    Closed Tickets

All Tickets    Open Tickets    In-Progress

2    2    0

Add a New Request

Ticket No.	Created Date	Subject	Category	Attachment	Status	Last Update
00000003	08-05-23 02:39 PM	test	Country of Origin Change		Open	08-05-23 02:39 PM
00000000	07-04-22 12:33 PM	test	Speaker Discount		Open	07-04-22 12:33 PM

Open    In-Progress

- To raise a support ticket user should fill up the following form and submit



## Send your Support Request Message!

Send us your Support request message by filling up the form below. One of NUPCO advisers will be happy to get in touch with you!

Subject\*

Demo Ticket

Message\*

Test message for demo

79 characters remaining

Add/Upload documents

48735570.jpg

Category\*

Enquiry



Cancel

Submit

- Account management displays the users mapped with the supplier. It also allows the user to create new supplier users

The screenshot shows the NUPCO account management interface. At the top, there is a navigation bar with links for 'Manage Product', 'Manage POA Request', 'Permissions', 'User Manual', 'Dashboard', 'Profile', and 'Sign Out'. Below the navigation bar, there is a header section with the text 'View all users created by you'. A 'Create a New User' button is highlighted with a red box. Below the button, there is a search bar with the text '1 Item' and a search icon. Below the search bar, there is a table with the following data:

Name	Email Id	Role	Status
Medhat Ragaei Daoud	nupcolpo@sigalah.com.sa	Admin	Active

- To create a new user the admin have to fill up the following data and submit.



## Create new User here

**Name \***  
Test User for Demo

**Email Id \***  
mp.support29@nupco.com

**Description \***  
Test User

Power BI User  Admin  Supplier Approver

- Supplier information is a static page and displays following information

Supplier: CIGALAH PHARMA WAREHOUSE

IMAGE COMING SOON

**Website:** <https://market-qps.nupco.com/market?tab=marketplace>

**Email:** [mobeidst@oreigosabico.com](mailto:mobeidst@oreigosabico.com)

**Phone:** 094.6997851

**Overall Rating**

**4.3** ★  
out of 5

**Address:**  
TEST OFFICE BUILDING 101A, JALAN KEMAS, 21472

