

# 奇瑞集团采购服务平台

## Chery Group Procurement Service Platform

# 操作手册

## Operation Manual

(采购文件澄清)

### (Procurement Document Clarification)

项目号 Project No.	
文档编号 Document No.	
工程编号 Job No.	
版本号 Version No.	V1.2

2026 年 3 月  
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## 一、业务操作

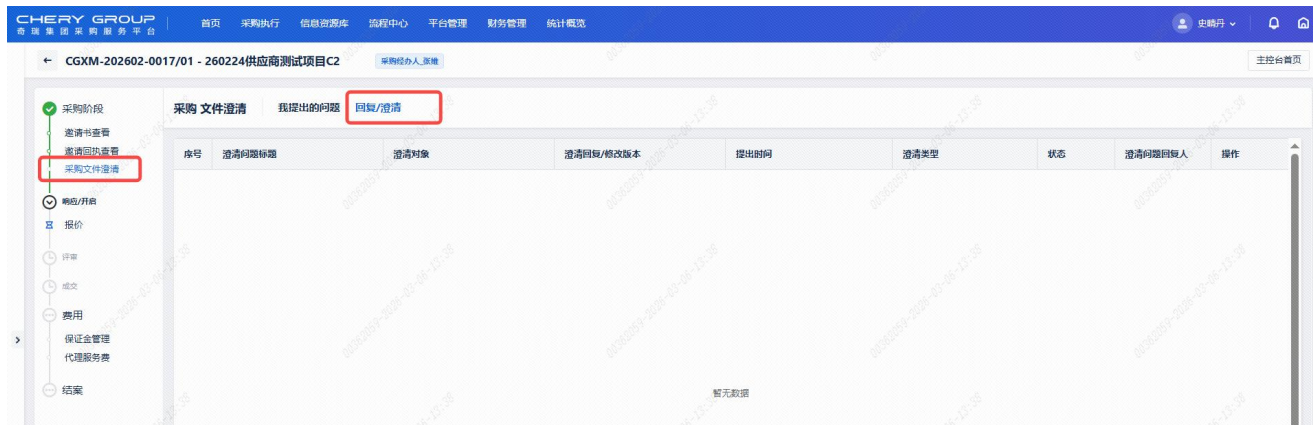
### I. Business Operations

#### 1.1 采购文件澄清

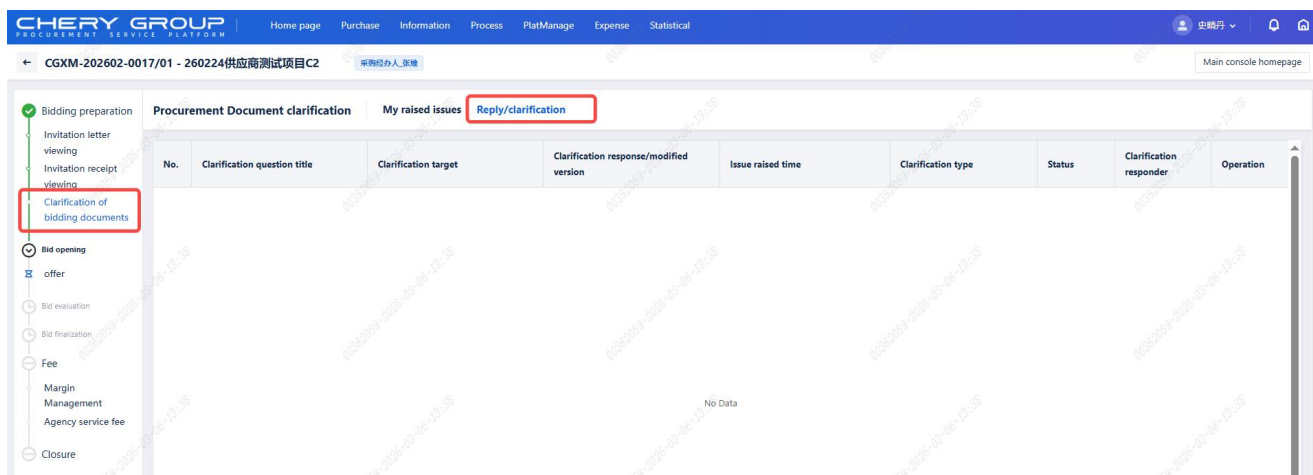
#### 1.1 Clarification of Procurement Documents

第 1 步：供应商进入项目工作台点击采购文件澄清，进入问题澄清页面。如图所示。

Step 1: The supplier enters the project workbench and clicks on "Procurement Document Clarification" to enter the issue clarification page. As shown in the figure.



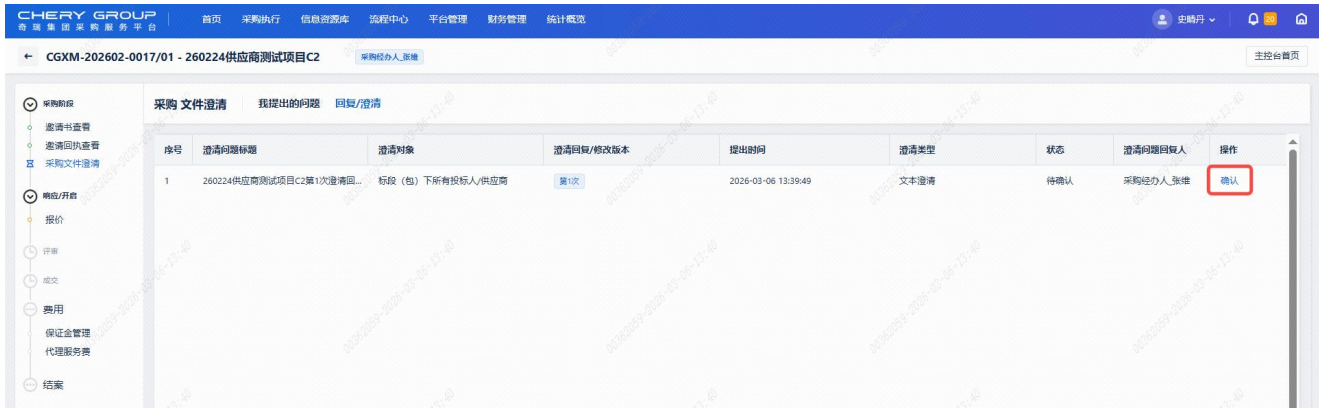
(图 1-1)



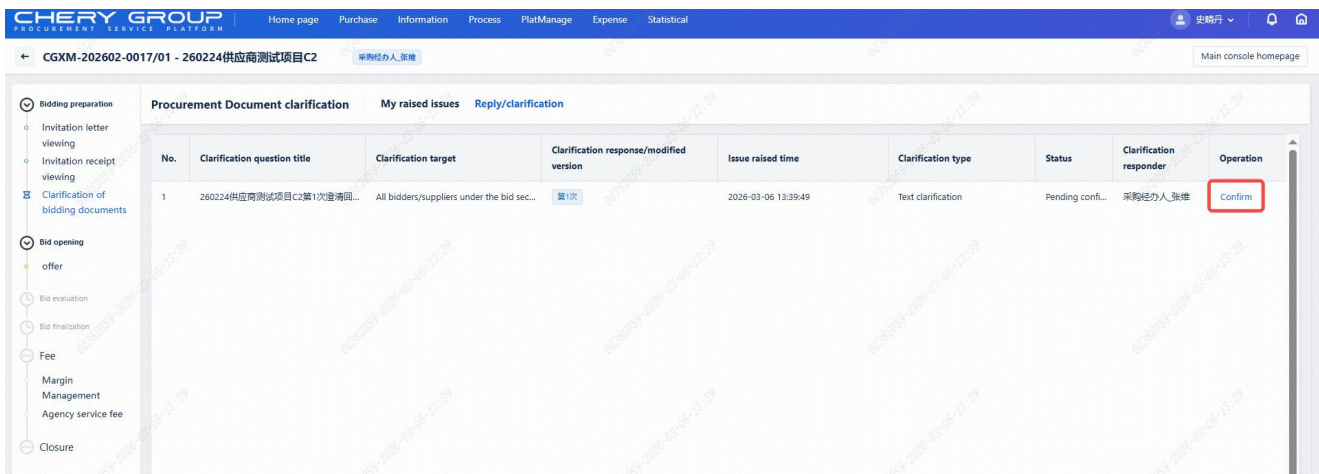
(Figure 1-1)

第 2 步：采购经理发出澄清文件后，供应商可在此界面看到澄清问题列表。供应商需点击确认按钮，发送澄清确认函回执。如图所示。

Step 2: After the purchasing manager issues the clarification document, the supplier can view the list of clarification questions on this interface. The supplier needs to click the confirmation button and send the reply slip of the clarification confirmation letter. As shown in the figure.



(图 1-2)



(Figure 1-2)