



[For Buyer]

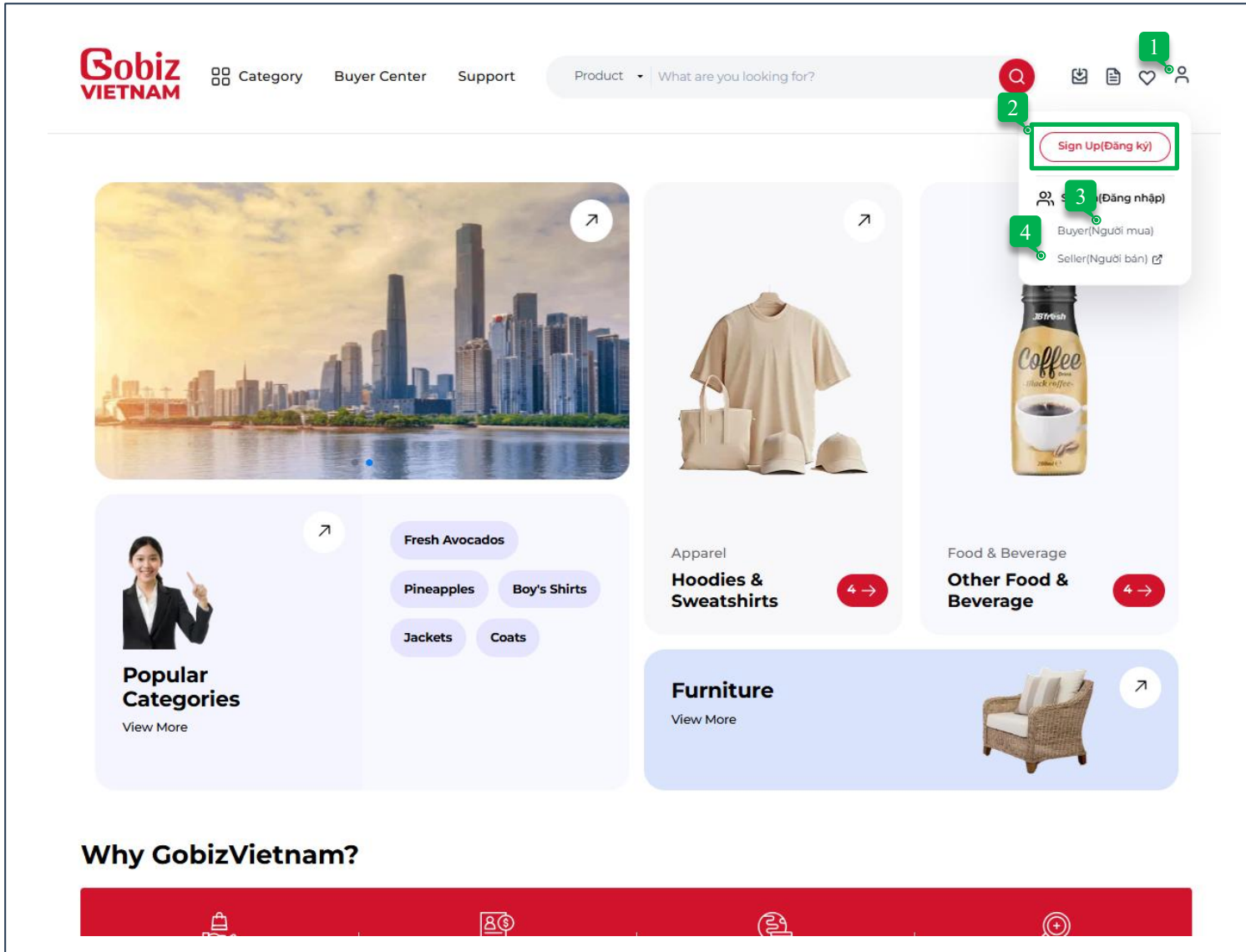
Gobiz Vietnam User manual



CHAPTER

I

Sign up

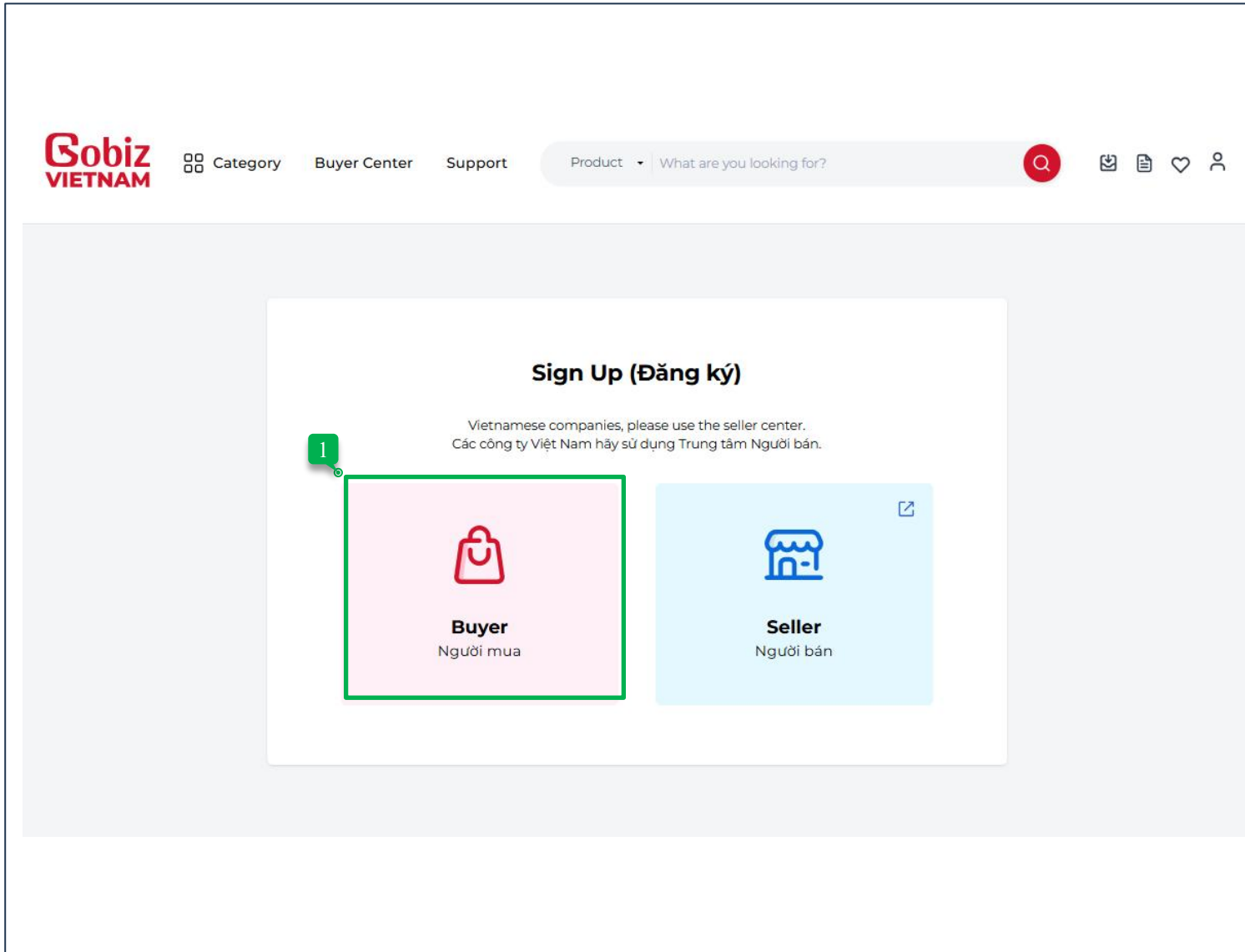


[Description]

This is the homepage of Gobiz Vietnam

1. Click on the user icon on Gobiz Vietnam's homepage to open the registration or login selection popup
2. Click on the "Sign up" button to navigate to the screen for selecting user type registration
3. Click on the Buyer button to navigate to the login screen for buyers
4. Click on the Seller button to navigate to the login screen for sellers

Sign up – Selecting user type



[Description]

Choose Buyer to navigate to the Member Registration screen for buyers.

Sign up - ① Basic Information

Join Gobiz Vietnam

1 Basic information 2 Company information 3 Completed

1 First Name*
Enter First Name

2 Last Name*
Enter Last Name

3 Company Country*
Select company

4 Job Title
Enter Job Title

5 Phone number*
Enter phone number

6 Mobile phone number*
Enter mobile phone number

7 Email*
Enter email Check

8 Password*
Enter password

9 Confirm password*
Enter confirm password

10 Subscribe to get more updates

11 Continue

[Description]

This is the first step of the buyer account registration process. All fields marked with * must be completed

1. Enter First Name
2. Enter Last Name
3. Select Country
4. Enter Job Title
5. Enter Landline Phone Number
6. Enter Mobile Phone Number
7. Enter Email Address and click the 'Check' button to verify if this email address is available
8. Enter Password (Minimum 8 characters including uppercase letters, lowercase letters, numbers, and special characters)
9. Re-enter Password to confirm
10. Check the follow option to receive news emails from the system
11. Click the 'Continue' button to proceed to the next step.

Sign up – Company information (1)

Join Gobiz Vietnam

Progress: 1 Basic information, 2 Company information, 3 Completed

1 Company Name*
Company Name

2 Lines of interest* Search

Please select 2-3 items Delete All

Categories

Select Category (2-3)

Health & Beauty
Bags, Shoes & Accessories
Apparel, Textiles & Accessories
Electronics
Home, Lights & Construction
Electronic Equipment, Component & Telecoms
Gifts, Sports & Toys
Auto & Transportation

Shoes & Accessories
Luggage, Bags & Cases

3 Wallets
Backpacks
Handbags
Shopping Bags
Cosmetic Bags & Cases
Briefcases
Trolley Bags
Luggage Sets
Carry-on Luggage

Category selection result

Select

Bags, Shoes & Accessories > Luggage, Bags & Cases > Handbags Delete

Bags, Shoes & Accessories > Luggage, Bags & Cases > Backpacks Delete

Bags, Shoes & Accessories > Luggage, Bags & Cases > Luggage Sets Delete All

Cancel Save

7

Progress: 1 Basic information, 2 Company information, 3 Completed

Company Name*
Company Name

Lines of interest* Search

Bags, Shoes & Accessories > Luggage, Bags & Cases > Handbags Delete

Bags, Shoes & Accessories > Luggage, Bags & Cases > Backpacks Delete

Bags, Shoes & Accessories > Luggage, Bags & Cases > Luggage Sets Delete

Delete All

[Description]

This is the second step of the buyer account registration process. All fields marked with * must be completed.

1. Enter Company Name
2. Click on 'Search' to open the product category selection popup
3. In the product category selection popup, users can select up to 3 level-3 categories
4. Click on 'Delete' to remove a selected category
5. Click on 'Delete all' to remove all selected categories and select again
6. Click on 'Save' to save the selected categories
7. After saving, the selected categories will be displayed on the company information registration screen

Sign up – Company information (2)

Bags, Shoes & Accessories > Luggage, Bags & Cases > Handbags Delete

Bags, Shoes & Accessories > Luggage, Bags & Cases > Backpacks Delete

Bags, Shoes & Accessories > Luggage, Bags & Cases > Luggage Sets Delete

Delete All

- Business registration number *
- Company Website
- Year Established *
- Total of Employees *
- State/Province *
- Zip/Postal Code *
- Products of interest *
- Annual Imports (USD) *

Terms and conditions of use GobizVietnam ×

About the Platforms

GobizVietnam is a platform that connects buyers and sellers. The platform is operated by GobizVietnam Corporation, a company incorporated under the laws of Vietnam. We provide a platform for buyers and sellers to connect and transact. We do not own or sell any products listed on the platform. We are not responsible for the quality, safety, or legality of the products listed on the platform. We do not guarantee the accuracy or completeness of any information provided on the platform. We do not guarantee the quality, safety, or legality of any products listed on the platform.

Accept

9 Upon creating my account, I agree to: 10

[Terms and conditions of use](#)

Receive emails related to Viet Nam Marketplace membership and services

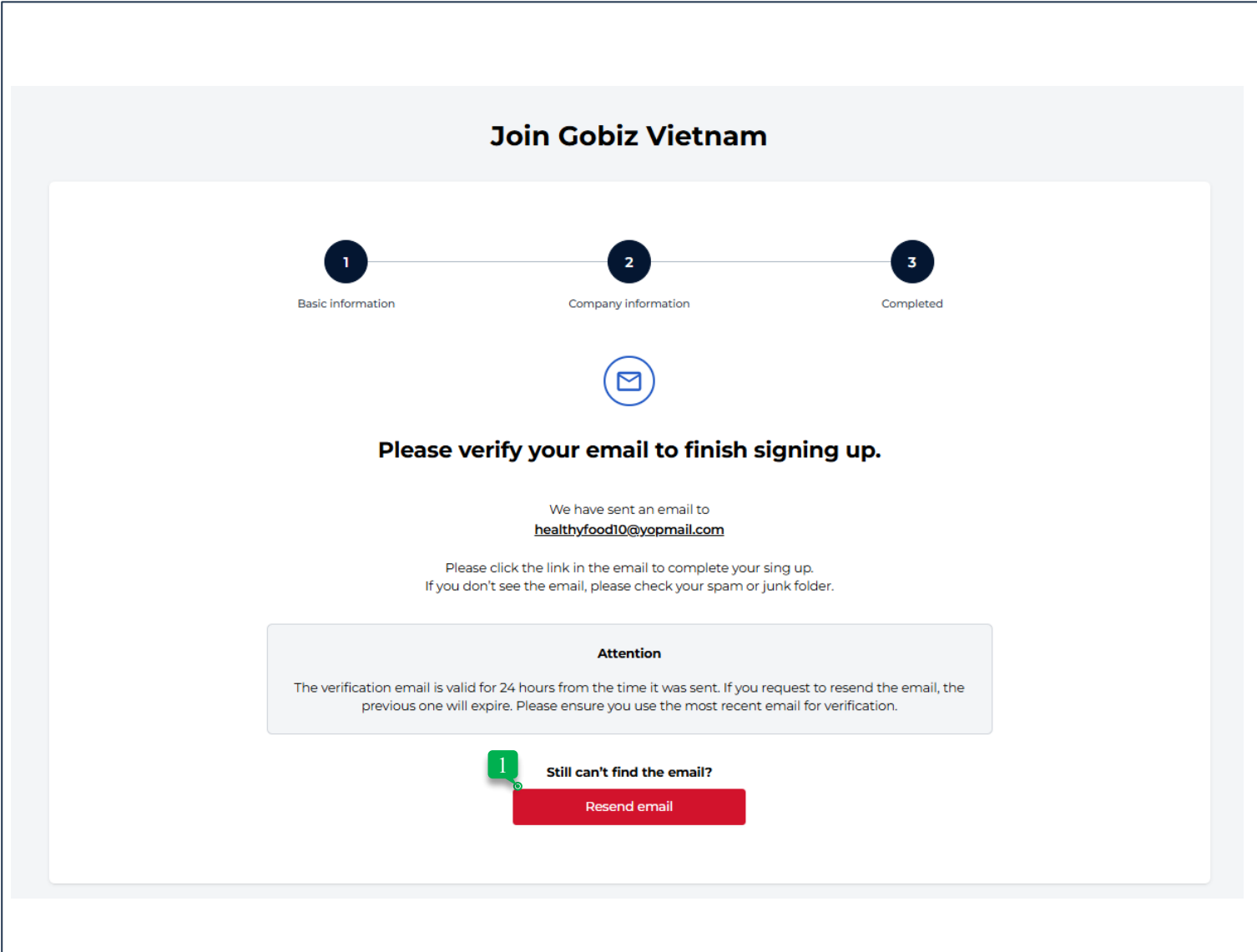
11 12

< Sign Up

[Description]

1. Enter the business registration number.
2. Enter the company website.
3. Enter the year of establishment.
4. Enter the total number of employees.
5. Enter the State/Province.
6. Enter the zip/postal code.
7. Enter the products of interest.
8. Enter the annual import value (USD).
9. Before checking the box to agree to the terms and conditions of use, click on (10) *Terms and conditions of use* to view the content and click *Accept* to agree.
11. Click on 'Back' to return to the previous step.
12. Click on 'Sign Up' to complete the registration process.

Sign up – Completed

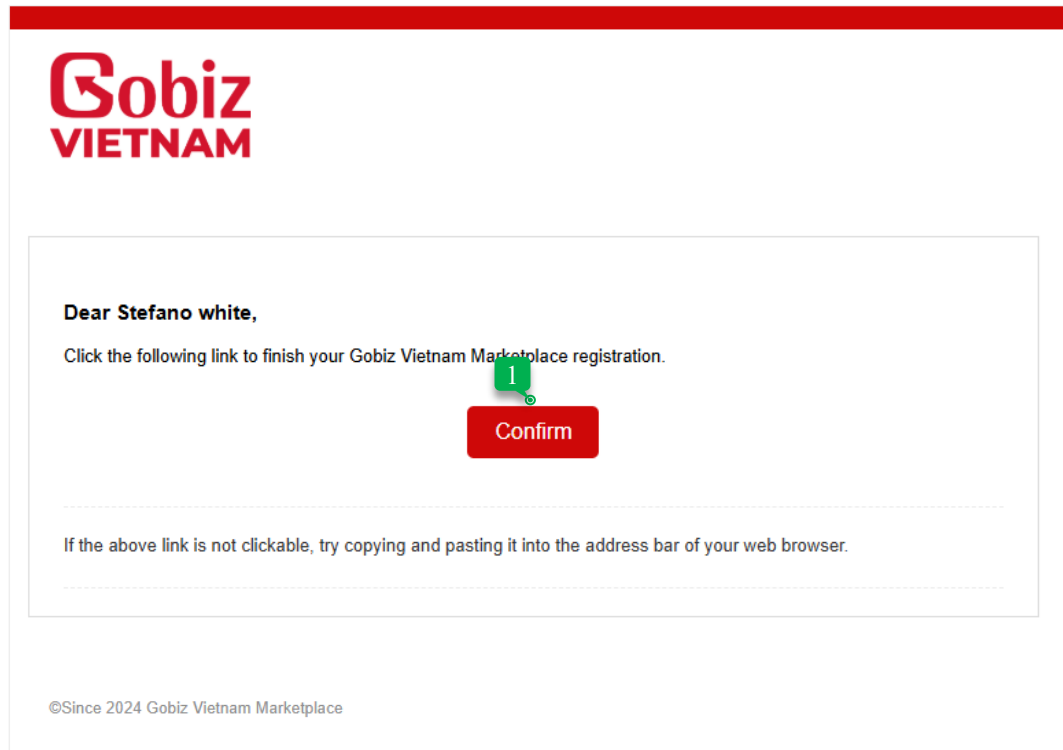


[Description]

This is the screen notifying that the member registration process has been completed and requires checking the email for verification.

1.If you do not receive the email, click on 'Resend email' to request it to be sent again.

Sign up – Email confirmation

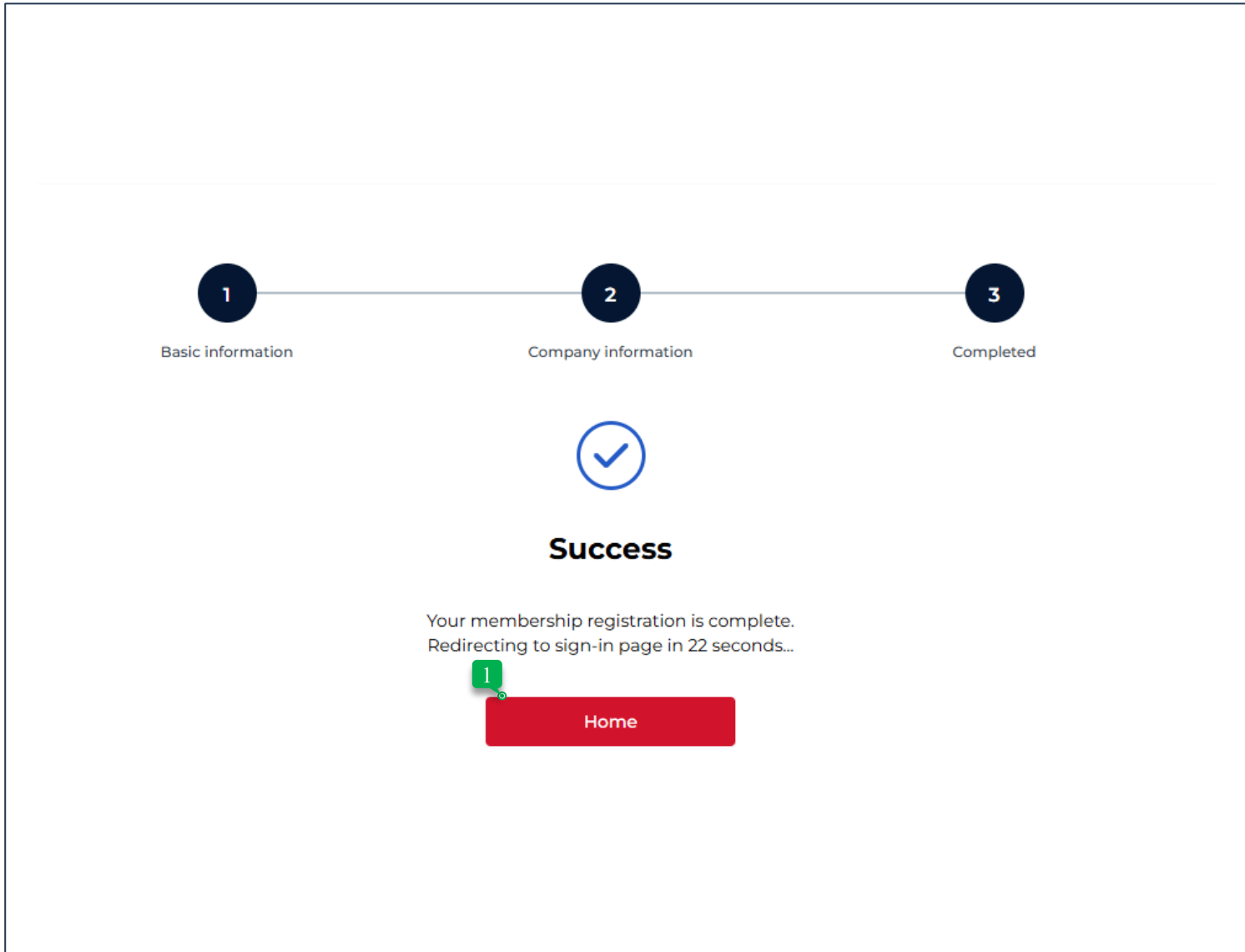


[Description]

This is the final step to complete the registration process for a buyer account on Gobiz Vietnam. The user receives a registration confirmation email sent by the system.

1. The user needs to click on 'Confirm' to complete the email verification and finalize the Gobiz Vietnam membership registration process.

Sign up – Successful email confirmation



[Description]

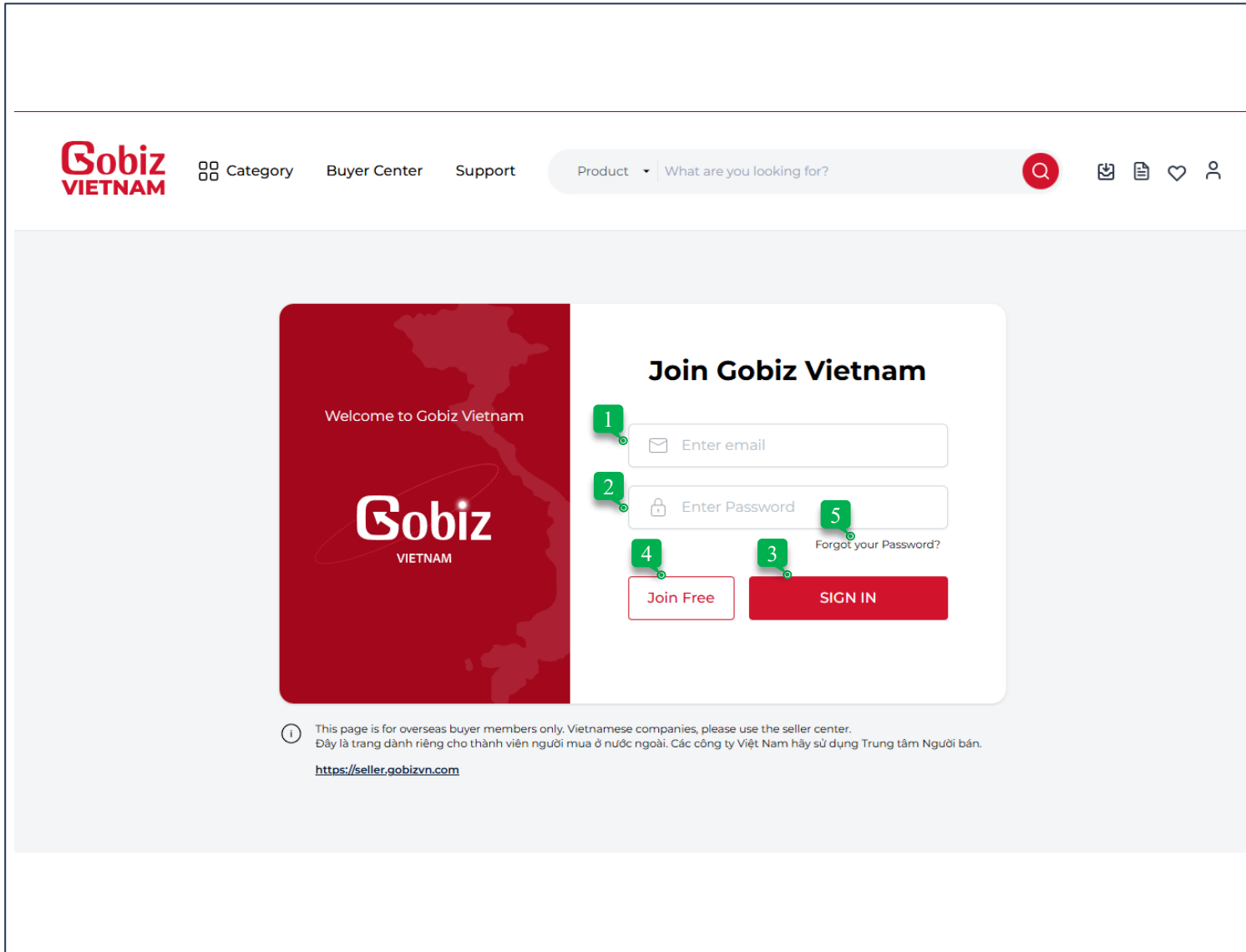
After completing the email verification, the system will display a notification confirming that the registration has been successful.

1. Click on 'Home' to navigate to the registration page.

CHAPTER

II

Sign in &
Forgot
password



[Description]

This is the login screen.

1. The login ID is an email. Enter the email address registered for the account on Gobiz Vietnam.
2. Enter the password.
3. Click on 'SIGN IN' to log in. Upon successful login, the system will display the homepage of Gobiz Vietnam.
4. Click on 'Join Free' to navigate to the registration page for buyer accounts (if the account has not yet been registered on Gobiz Vietnam).
5. Click on 'Forgot Password' to reset the password.

Forgot password – User validation ①

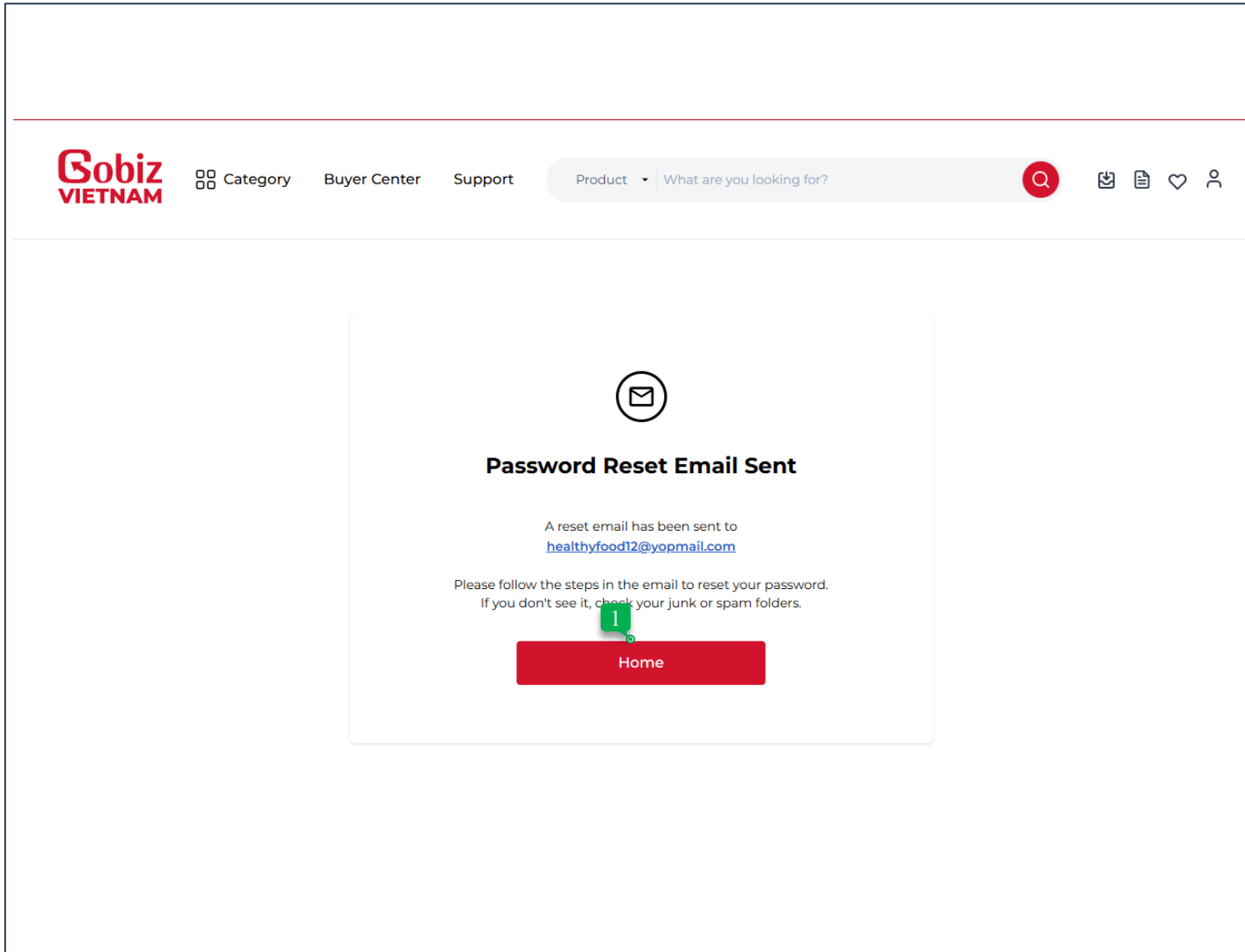
The screenshot shows the Gobiz Vietnam website's 'Forgot your password' page. The header includes the Gobiz VIETNAM logo, navigation links for Category, Buyer Center, and Support, a search bar with the placeholder 'What are you looking for?', and icons for shopping cart, document, heart, and user profile. The main content area features a central white box with a lock icon and the heading 'Forgot your password'. Below the heading is a form with a text input field labeled 'Enter your email address*' and a placeholder 'Enter Email'. A red 'Send' button is positioned below the input field. Green callout boxes with numbers 1 and 2 point to the input field and the Send button, respectively.

[Description]

This is the user verification screen—the first step to reset the password.

1. Enter the email of the account registered on Gobiz Vietnam.
2. Click on 'Send' to send the password reset verification email.

Forgot password – User validation ②



[Description]

This is the confirmation screen after sending the password reset email.

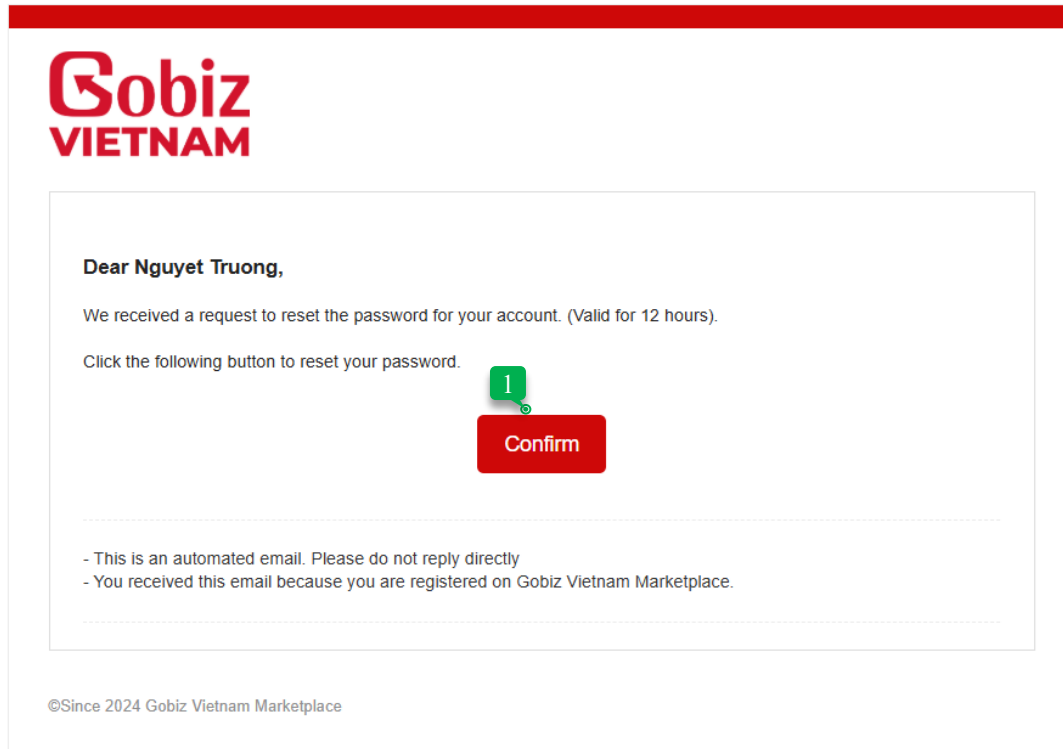
1. Click on 'Home' to navigate to the homepage.

Forgot password – Password reset email

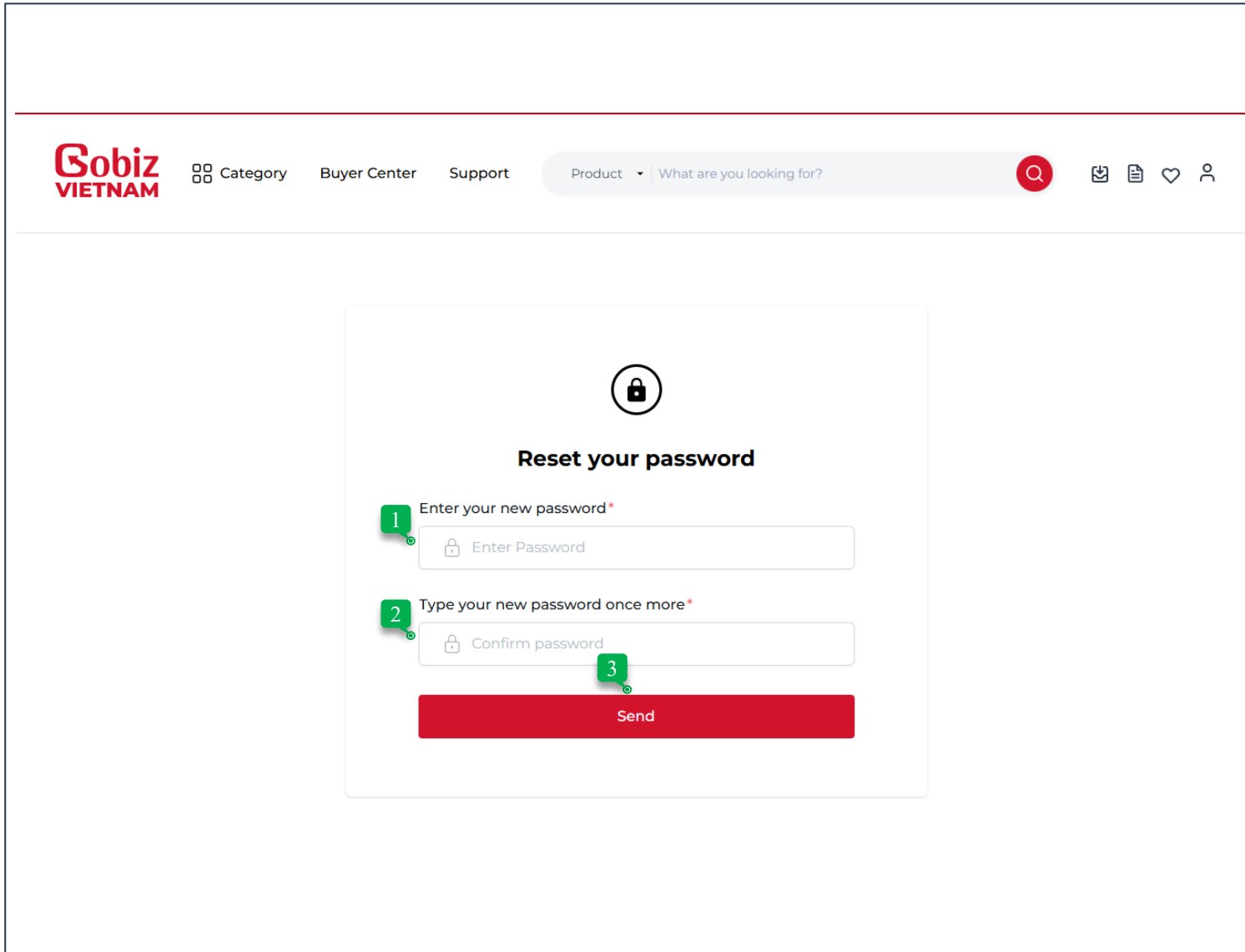
[Description]

This is the email for confirming the password reset.

1. Click on 'Confirm' to navigate to the password reset screen.



Forgot password – Reset password



[Description]

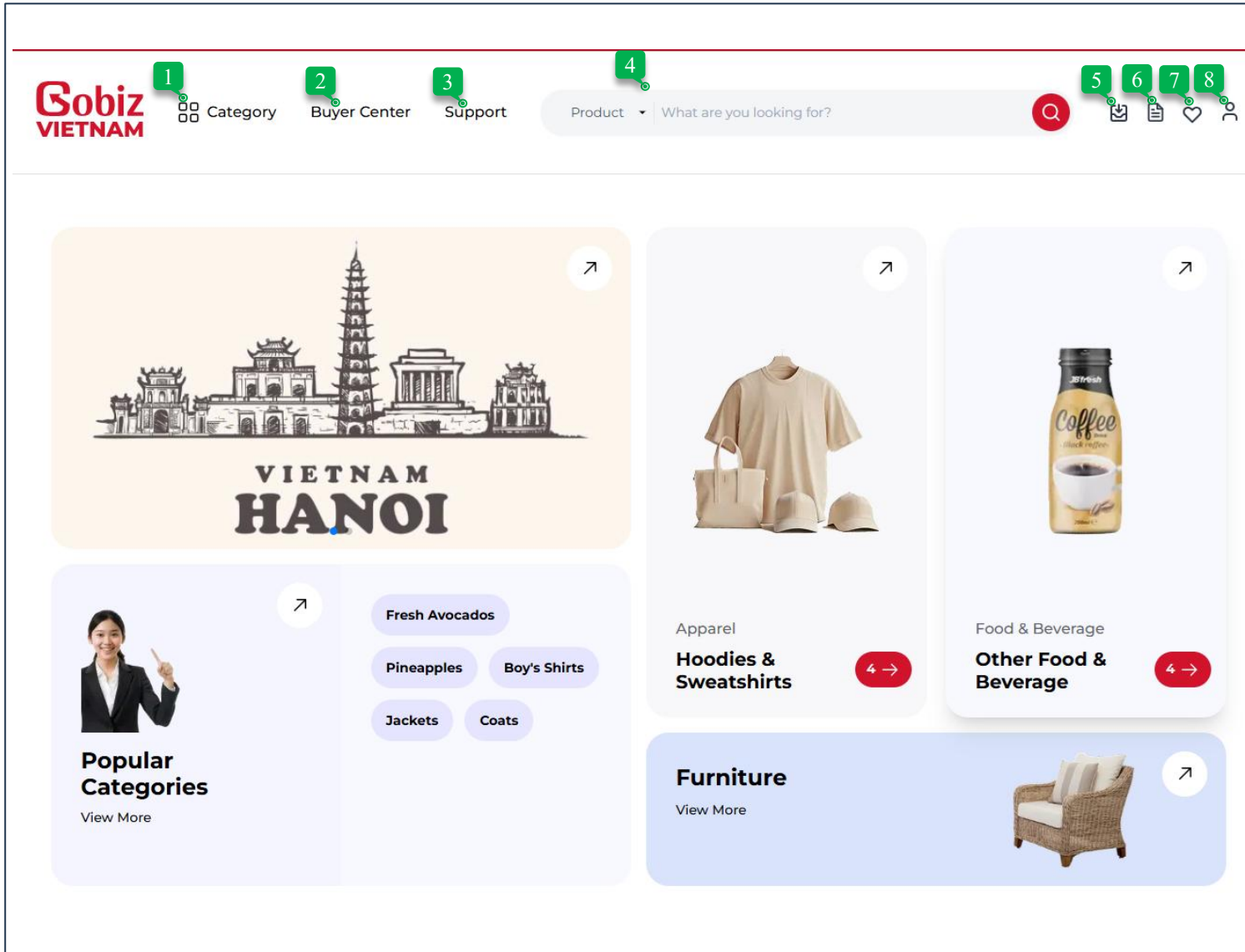
This is the password reset screen.

1. Enter new password
2. Retype new password
3. Click on 'Save' to save the password

CHAPTER

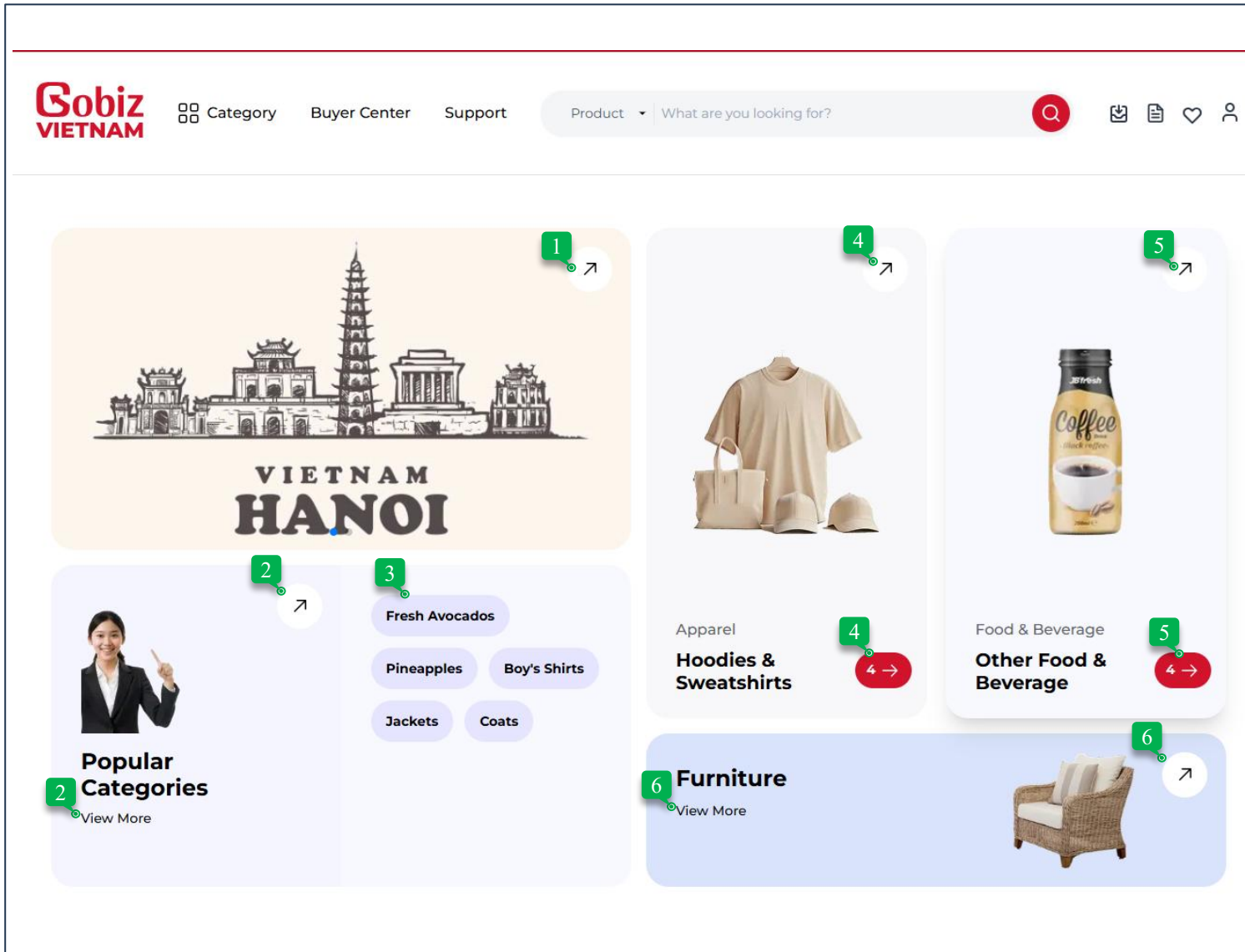
III

Main page



[Description]

1. Category: Click to open a popup displaying the product categories on Gobiz Vietnam.
2. Buyer Center: Click to navigate to the Buyer Services page on Gobiz Vietnam.
3. Support: Click to select support menus such as Information, Customer Support, FAQ, Terms of Service, Account Settings, Contact Information, etc.
4. Search: Enter a keyword to search for products or sellers.
5. Inquiry Cart: Click to view the products added to the inquiry cart.
6. Inquiry: Click to navigate to the inquiry list screen.
7. Favorite: Save favorite products or sellers.
8. Quick menu: Quick access to Inquiry, Request for Quotation, My Trade, Messages box, and Log out.



[Description]

1. Main Banner: Click on the section to navigate to the Gobiz Vietnam introduction page.

2. Popular categories: Click on a section or VIEW MORE to navigate to the screen listing the products of the respective popular category that the user is interested in on Gobiz Vietnam.

3. Recommended keyword : Click on a keyword to navigate to the search results screen for products or sellers related to that keyword.

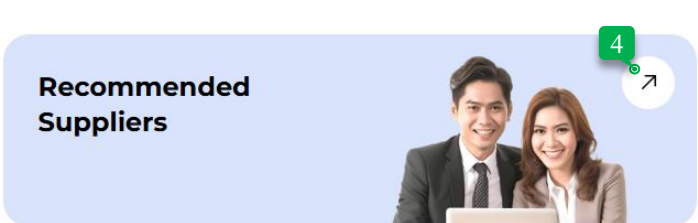
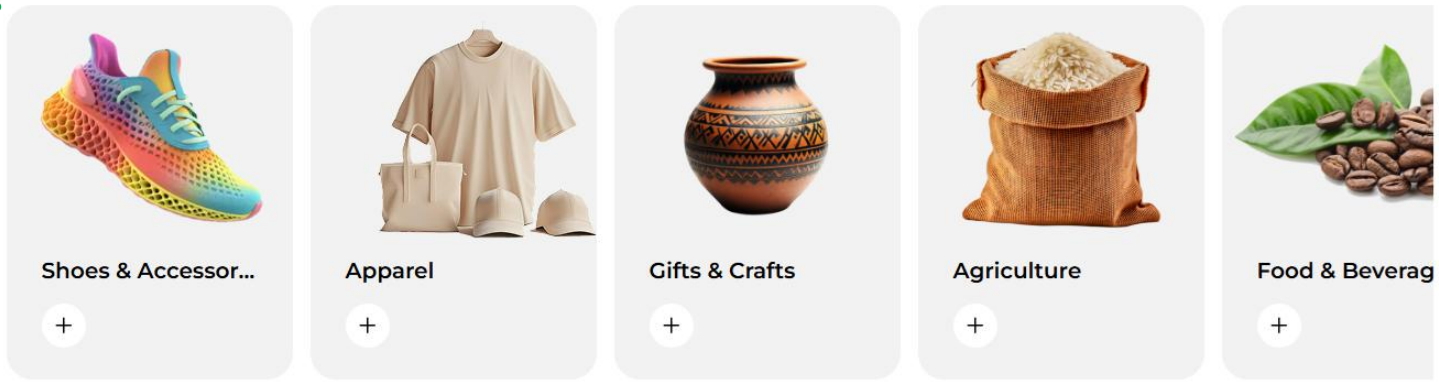
4, 5. Popular 3rd depth category: Display the product quantities of the popular 3rd depth category that have the most products at that time. Click on a section to navigate to the screen listing the products of the respective category.

6. Popular 2nd depth categories: Display the product quantities of the popular 2nd depth category. Click on a section or VIEW MORE to navigate to the screen listing the products of the respective category.

1 Why GobizVietnam?

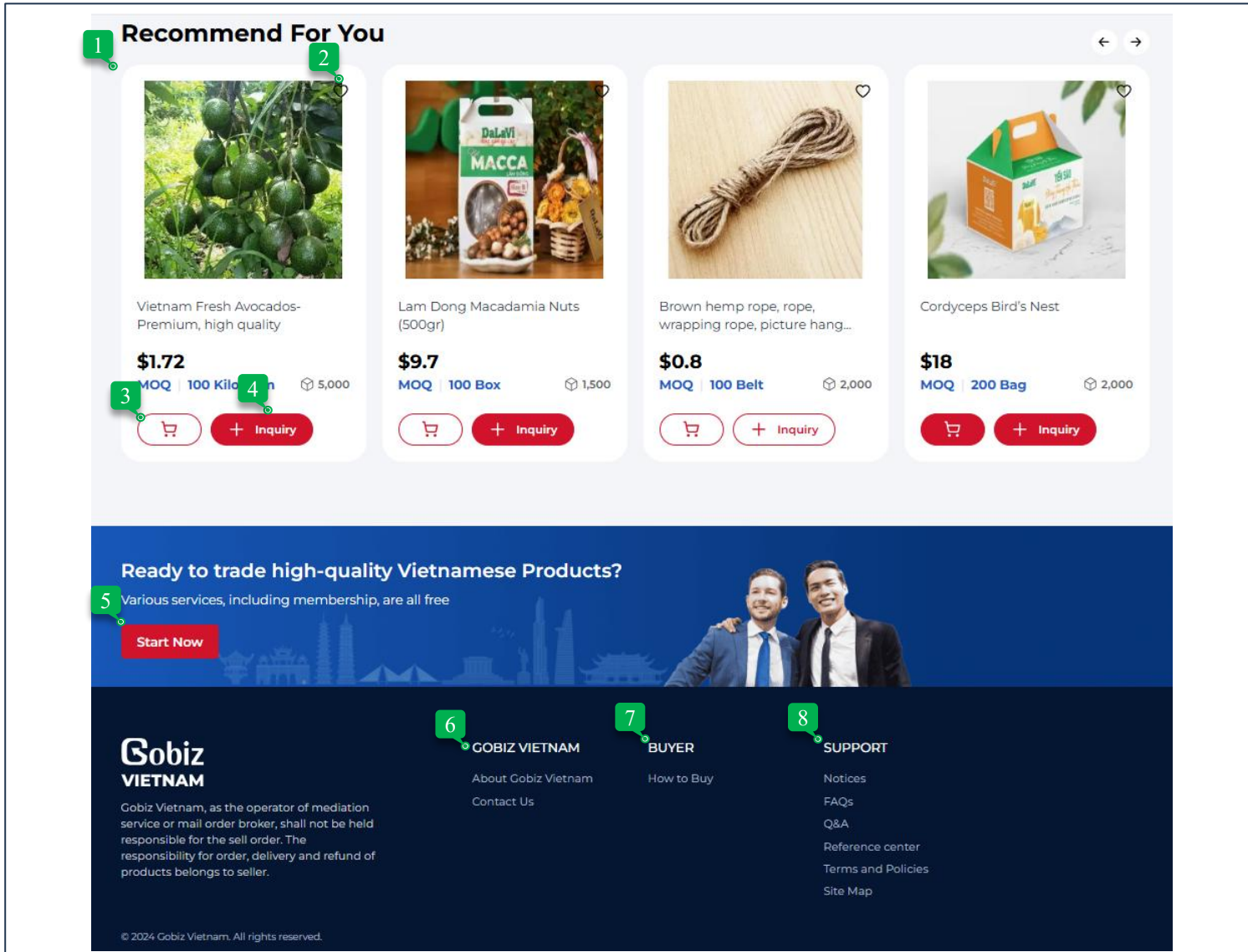


2 New & Featured Category



[Description]

1. Why GobizVietnam: Display the features and benefits of Gobiz Vietnam through icons and text.
2. New & Featured Category: Categories that are new and featured on Gobiz Vietnam.
3. How to send Inquiry: Click to navigate to the guide screen on how to send a ready inquiry to sellers.
4. Recommended suppliers: Click to navigate to the list of recommended sellers on Gobiz Vietnam.



[Description]

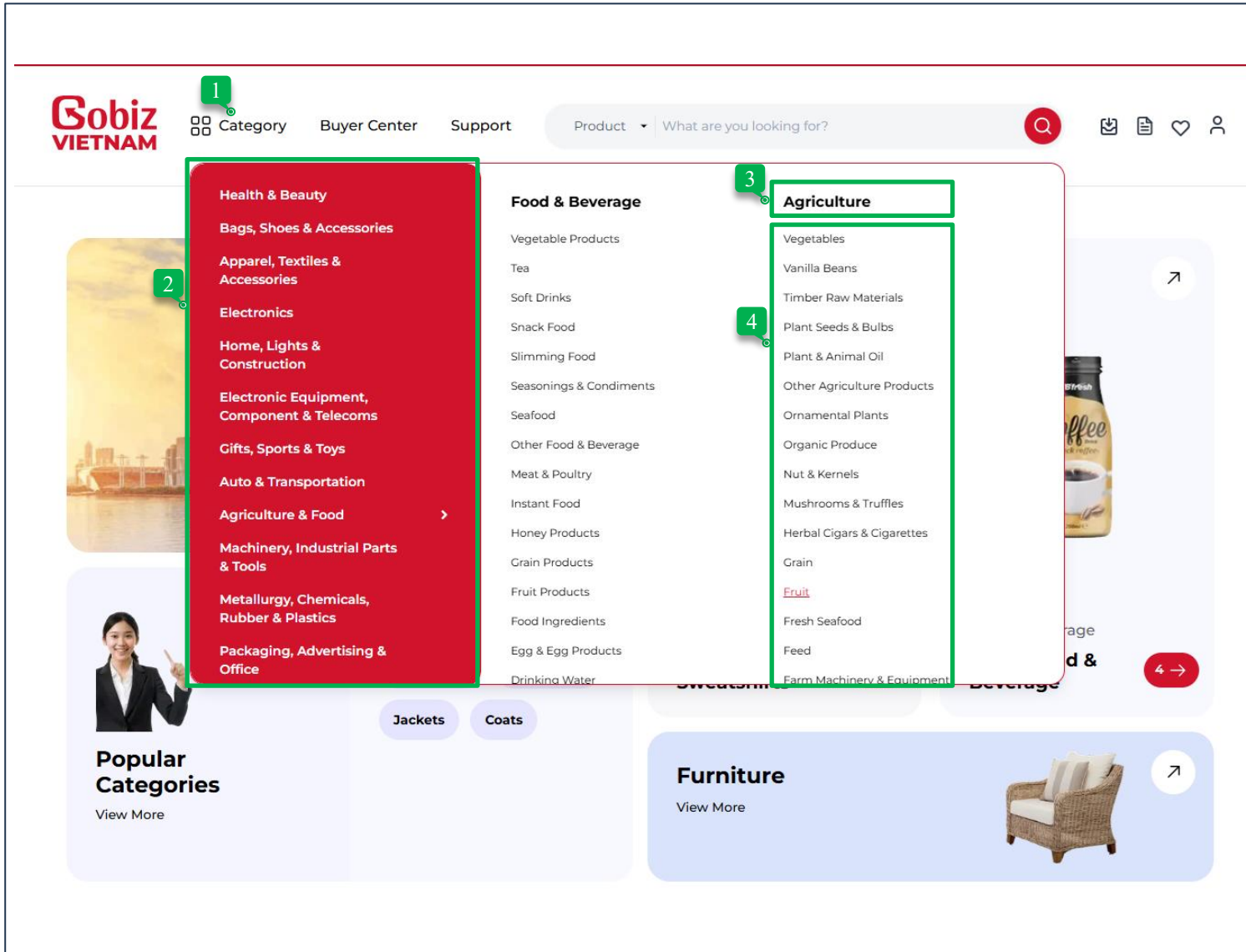
1. Recommend for you: Display the top products on the platform.
2. Click on the favorite icon to add the product to your Favorite:
 - If the product has been added to your Favorite, the favorite icon will turn red.
 - If the product has not been added to your Favorite, the favorite icon will remain white.
3. Click on the inquiry icon to add the product to the inquiry list:
 - If the product has been added to the inquiry list, the inquiry icon will turn red.
 - If the product has not been added to the inquiry list, the inquiry icon will remain white.
4. Click on 'Inquiry' to open the draft or submitted inquiry form for that product:
 - If the product has an inquiry draft, the 'Inquiry' button will turn red.
 - If the product does not have an inquiry draft, the 'Inquiry' button will remain white.
5. Start now: Click to navigate to the screen for registering as a Gobiz Vietnam member.
6. Navigate to the Buyer Services page on Gobiz Vietnam.
7. Navigate to the How to Buy guide screen for buyers on Gobiz Vietnam.
8. Click to select support menus.

CHAPTER

IV

Search

Search by category – Category popup



[Description]

1. Click on Category on the left side of the main screen, and you can view all categories, or search for a category by name.
2. Display the 1st depth category.
3. Display the 2nd depth category corresponding to the 1st depth category.
4. Display the 3rd depth category corresponding to the 2nd depth category.
When the user selects any category from the 1st, 2nd, or 3rd depth categories, the screen will display search results related to the selected category.

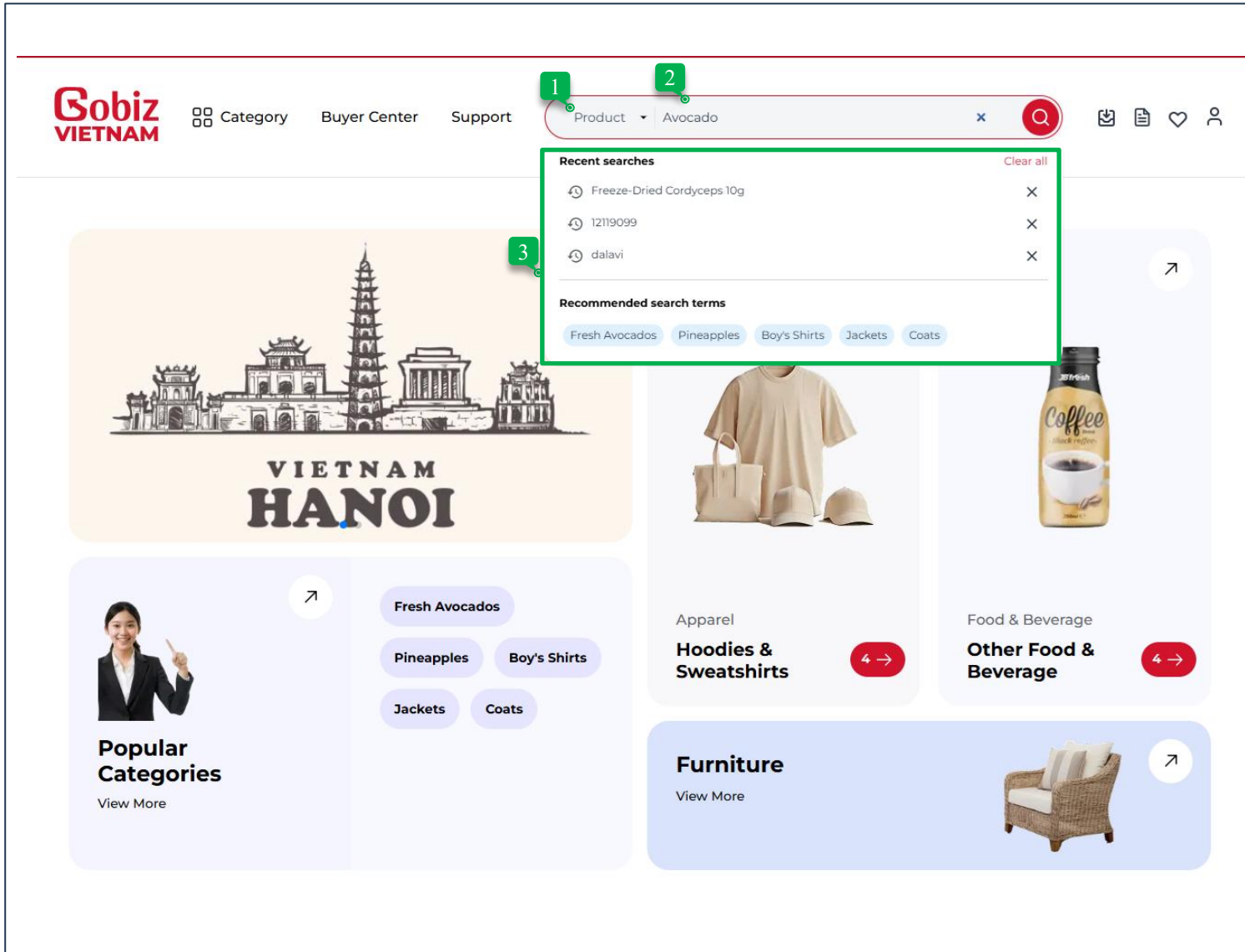
Search by category – Search result

[Description]

This is the product list screen displaying search results by product category.

1. Display the selected category.
2. Display the categories at the same level as the selected category.
3. Click on previous/next to view all related categories at the same level.
4. Display search results by album format.
5. Display search results by list format.
6. Click on the product name to navigate to the detailed product page.
7. Click on the inquiry icon to add the product to the inquiry list.
8. Click on 'Inquiry' to open the draft or submitted inquiry form for that product.
9. Click on the favorite icon to add the product to the Favorite list.

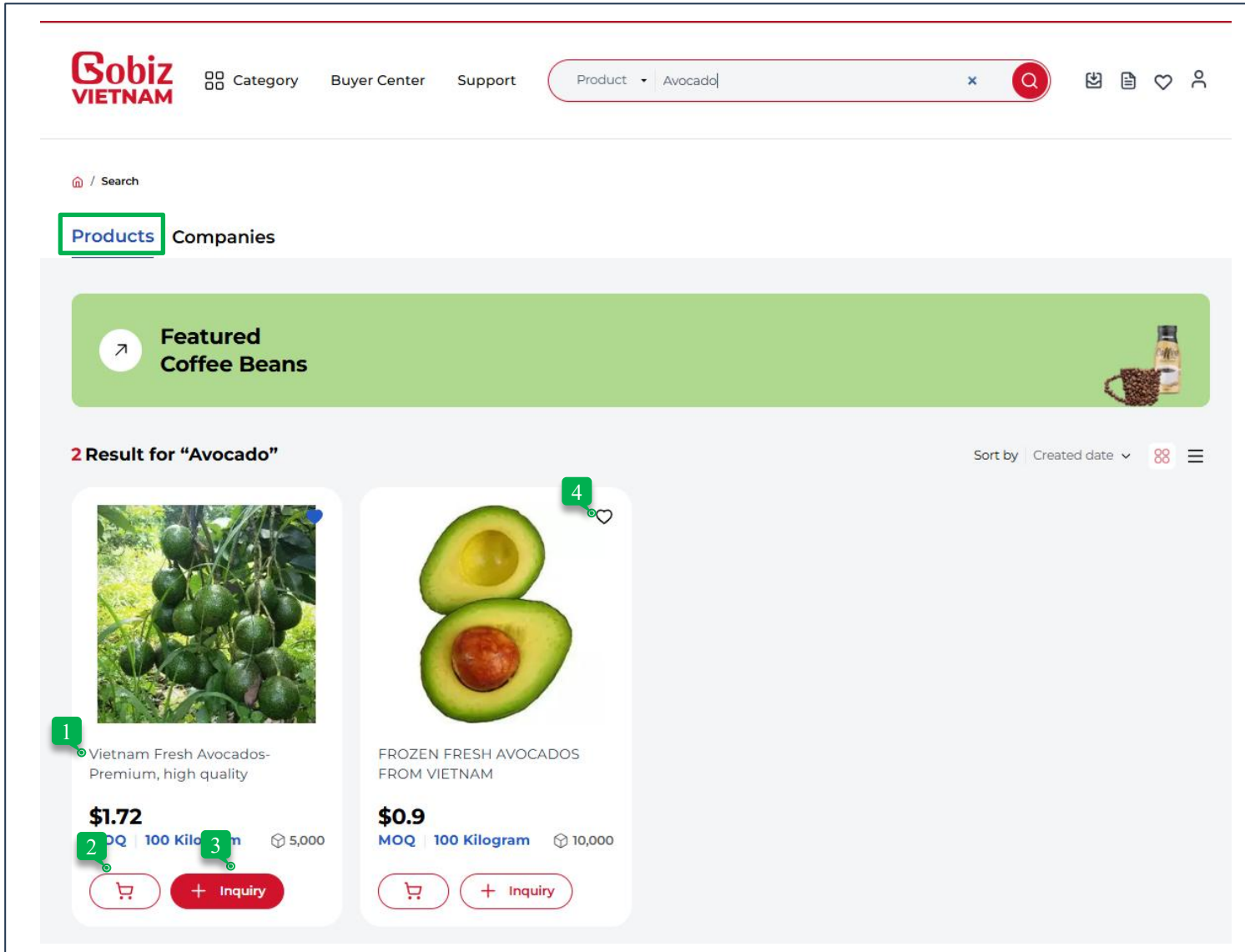
Search by keyword – Search sản phẩm



[Description]

1. Select search condition:
 - Product: Search for product.
 - Company: Search for company.
2. Enter a keyword and search by related search condition.
3. When you hover over the keyword input field, it displays a list of recent searches or recommended search terms. User can select a keyword from the suggestion list to search.

Search by keyword – product search result

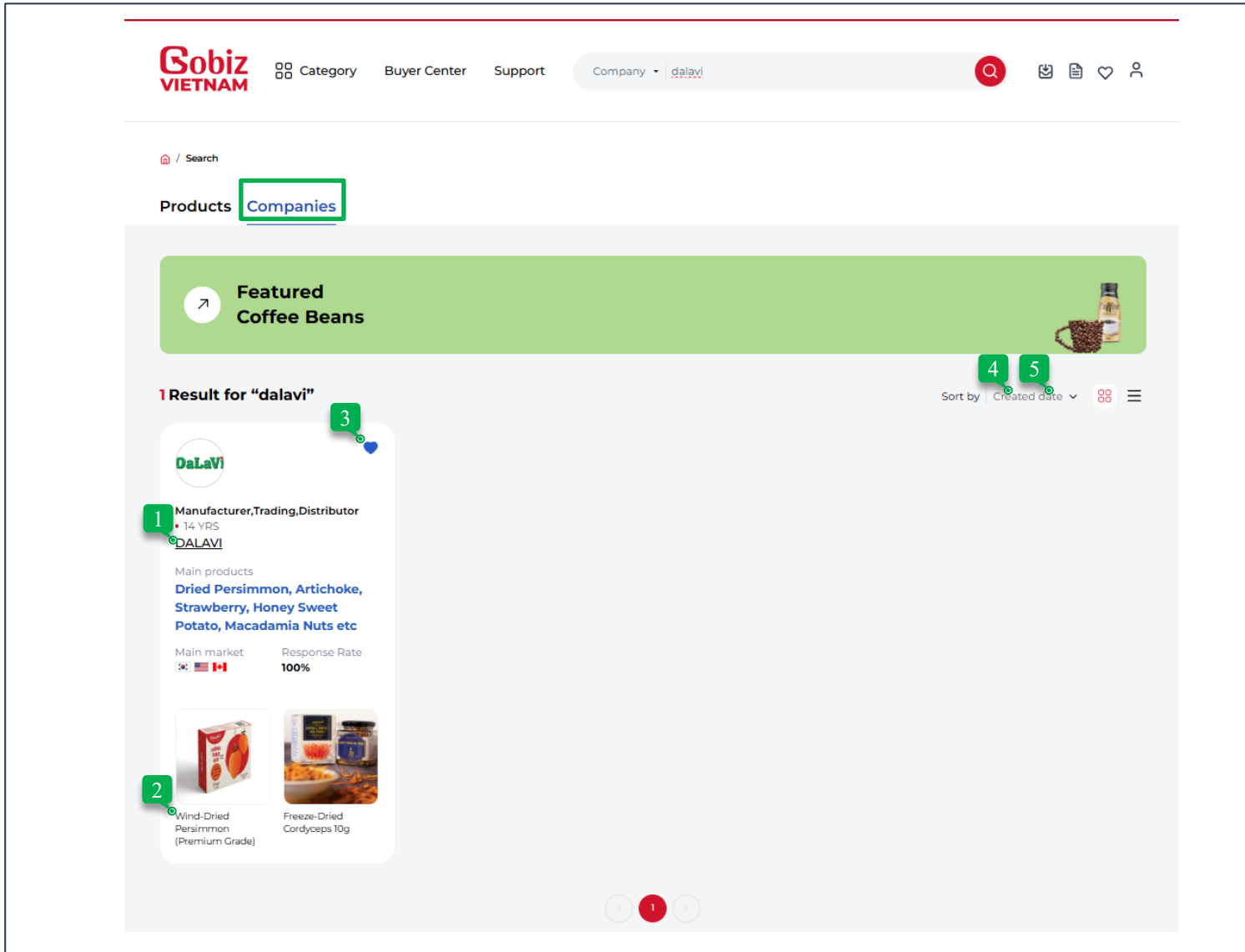


[Description]

This is the screen displaying search results by product keyword. It shows the search keyword, number of search results, and list of matching products.

1. Click on the product name to navigate to the product detail page
2. Click on the shopping cart to add the product to your shopping cart
 - If the product has been added to cart, the cart icon will be red
 - If the product has not been added to cart, the cart icon will be white
3. Click on 'Inquiry' to open the popup to ask questions or request a quote for that product
 - If the product has previously received an Inquiry, the 'Inquiry' button will be red
 - If the product has not yet received an Inquiry, the 'Inquiry' button will be white
4. Click on the 'favorite' icon to add the product to your Favorite list
 - If the product has been marked as favorite, the favorite icon will be green
 - If the product has not been marked as favorite, the favorite icon will be white

Search by keyword – Company search result



[Description]

This is the screen displaying search results by company keyword.

It shows the search keyword, number of search results, and list of matching companies.

1. Click on the company name or company logo to navigate to the seller's mini website
2. Click on the product name to navigate to the product detail page
3. Click on the favorite icon to add the company to your Favorite list
4. Display search results in album view
5. Display search results in list view

CHAPTER

V

Favorite

Favorite – Product

Gobiz VIETNAM Category Buyer Center Support Product dalavi

Favorites

Product Company

Keyword search

Total: 8 products Sort by Created date

- FRESH PINEAPPLES FROM VIETNAM WITH COMPETITIVE PR...**
\$1
MOQ | 100 Kilogram 7,400
- RI6 Mongthong FRESH DURIAN / FROZED DURIAN**
\$4
MOQ | 100 Kilogram 3,000
- FRESH DRAGON FRUITS**
\$2
MOQ | 100 Kilogram 2,000
- Roasted Raw Vietnam Organic Cashew Nuts (20kg/bag)**
\$80
MOQ | 25 Bag 5,000

[Description]

This is the screen displaying the list of user's favorite products.

1. Select the Product tab to view list of favorite products / Select the Company tab to view list of favorite companies
2. Enter keywords to perform search by product keywords
3. Click on the favorite icon to remove the product from the Favorite list
4. Click on the product name to navigate to the product detail page
5. Click on the shopping cart to add the product to your shopping cart
6. Click on 'Inquiry' to open the popup to ask questions about the product or send a quote request to the seller



[Description]

This is the screen displaying the list of the user's favorite companies.

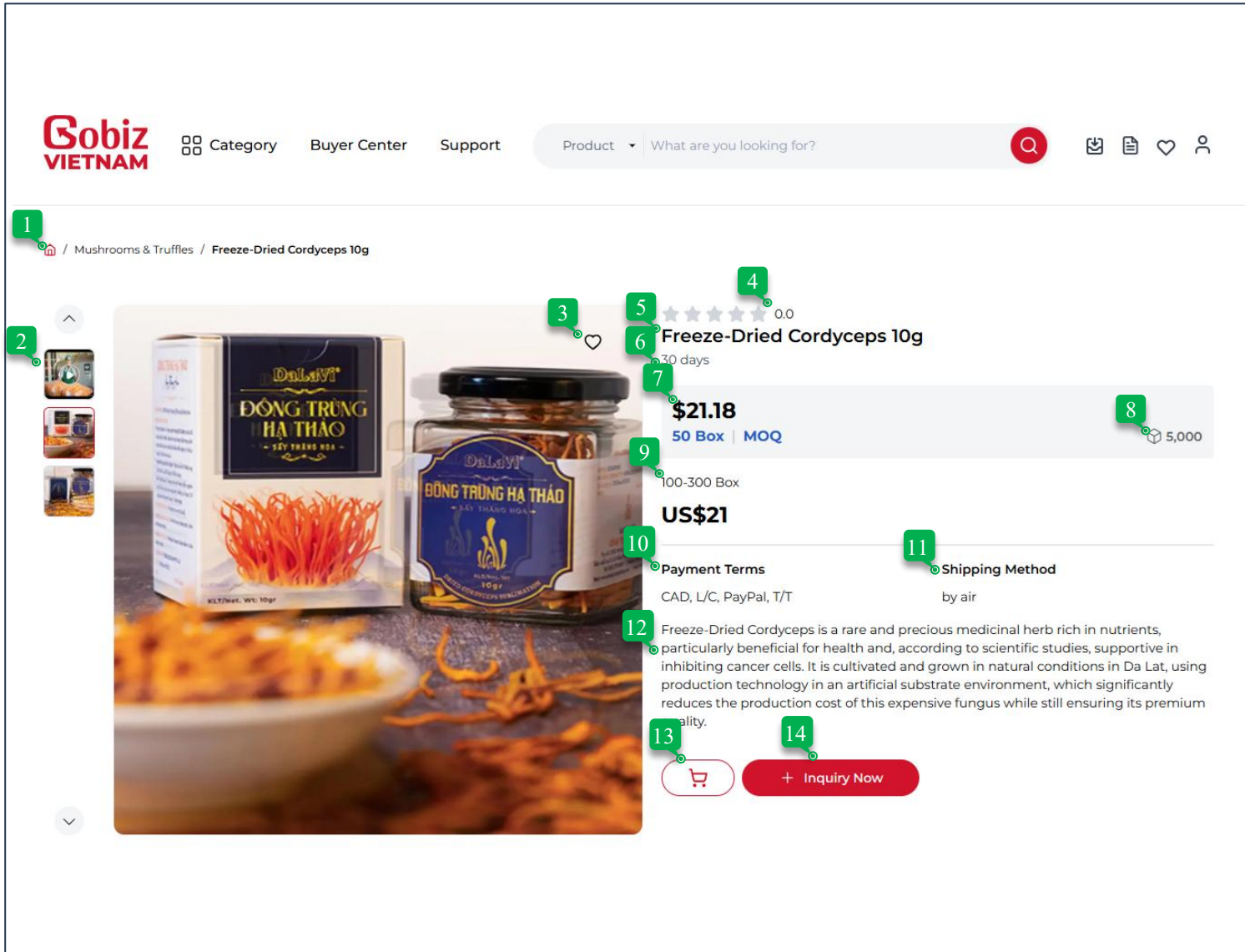
1. Choose the Product tab to view the list of favorite products / Choose the Company tab to view the list of favorite companies
2. Enter keywords to search by company keywords
3. Click on the favorite icon to remove that company from the Favorite list
4. Click on the company name or company logo to navigate to the supplier's mini website
5. Click on the product name to navigate to the details screen of that product

CHAPTER

VI

Product page

Product page – Basic information



[Description]

This is the product details screen - displaying the basic information of the product.

1. Displays the category of the product being viewed
2. Can view images and videos of the product
3. Add to Favorite button
4. Displays the product rating score
5. Displays the product name
6. Displays the supplier's preparation time for shipping
7. Displays the product price based on minimum order quantity (MOQ)
8. Displays the stock quantity available
9. Displays the price according to product quantity ranges
10. Displays the applicable payment conditions
11. Displays the available shipping methods
12. Displays a brief description of the product
13. Add to cart button
14. Inquiry Now button to create requests (Ask about the product or request quotes)

Product Details
Company Profile
Review
Blog


Product Details

Attribute

Shipping Method	by air
Payment Terms	CAD, L/C, PayPal, T/T
Production Capacity	1000 (per month)
Production Lead Time	30 days
Packing Details	carton box with nylon wrapping

Description

Here is the translation of the additional product information into English:
Freeze-Dried Cordyceps is a premium product by DaLaVi, produced using advanced technology in a controlled substrate environment with a meticulous process that regulates temperature, humidity, light, nutrient sources, pH levels, and more to deliver high quality, maximizing the medicinal properties that support health and ensure safety for users.



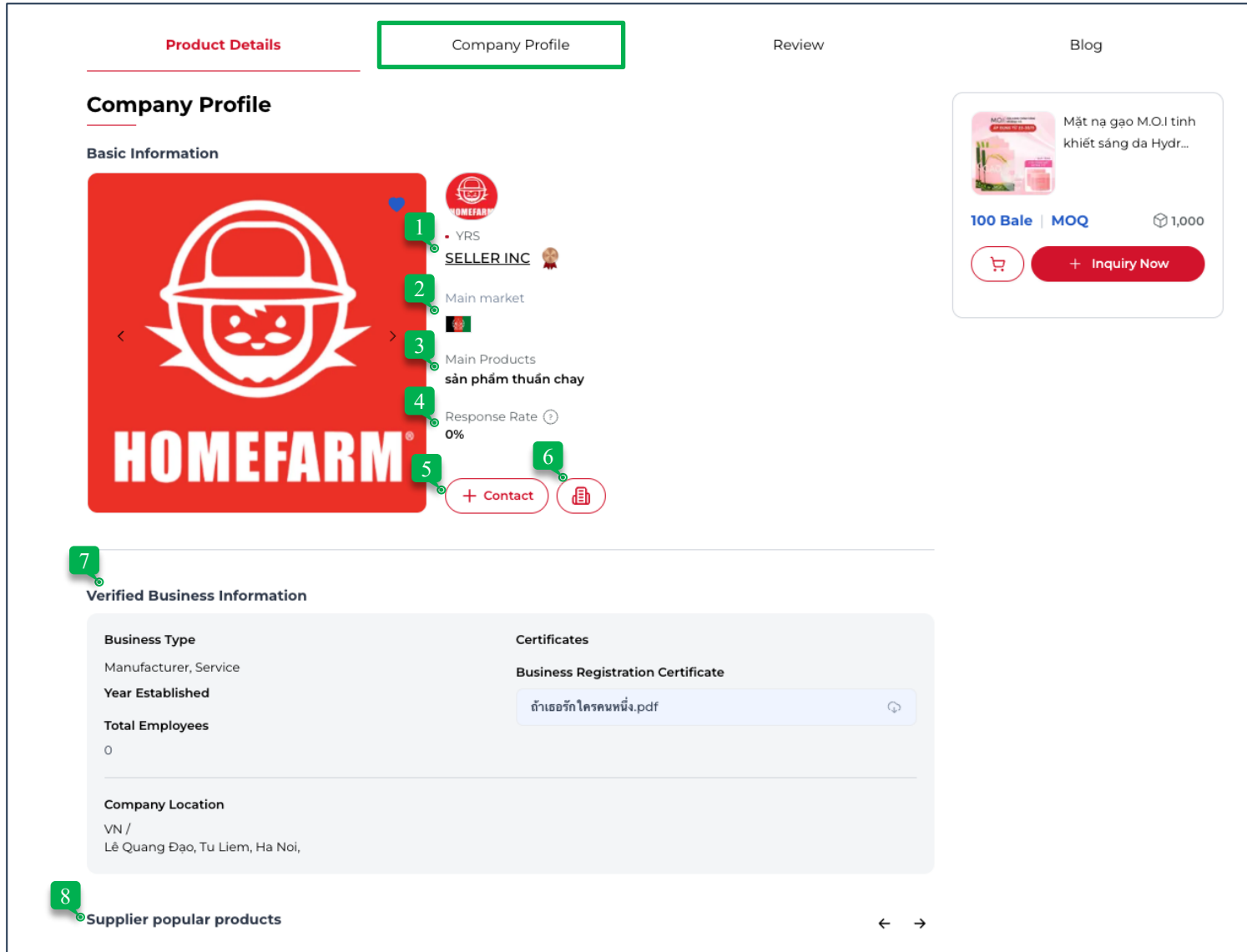
[Description]

This is the detailed information section of the product.

You can view shipping methods, payment conditions, production capacity, preparation time, packaging details and description with detailed information about the product.

1. Displays basic information popup
2. Add to cart button
3. Inquiry button to create requests (Ask about the product or request quotes)

Product page – Company profile Tab



[Description]

This is the supplier information section.

1. Displays the company name and years of operation (calculated from establishment).
- Click on the logo or company name to navigate to the supplier's mini website
2. Main market: Displays the country/region which is the main target market for the product
3. Main Products: Displays the supplier's main products
4. Response Rate: The percentage of product inquiries responded to within 24 hours
5. Click on Contact to navigate to the screen displaying the supplier's contact information
6. Button to navigate to the supplier's mini website
7. Displays information about the company type, year established, number of employees, certificates, the supplier's address and business registration certificate.
8. Displays other popular products from the same supplier

Product page – Review Tab

Product Details Company Profile **Review** Blog

1 **Reviews**

All 5.0(0) 4.0(1) 3.0(0) 2.0(0) 1.0(0)

S Stefano Smith April 16, 2025
 ★★☆☆☆
 Enter comment...
 Save

J John Browns 3 hours ago
 The product quality is quite good. The macadamia seeds are aromatic, nutty, and rich. A few products have slightly dented corners. Packaging quality needs improvement.
 ★★★★★ ☆ 4.0

2 **Claims**

S Stefano Smith April 16, 2025
 Enter subject...
 Enter content...
 Save

Lam Dong Macadamia Nuts (500gr)
\$9.7
 100 Box | MOQ 1,500
 Add to Cart Inquiry Now

[Description]

This is the complaint and review section for the product.

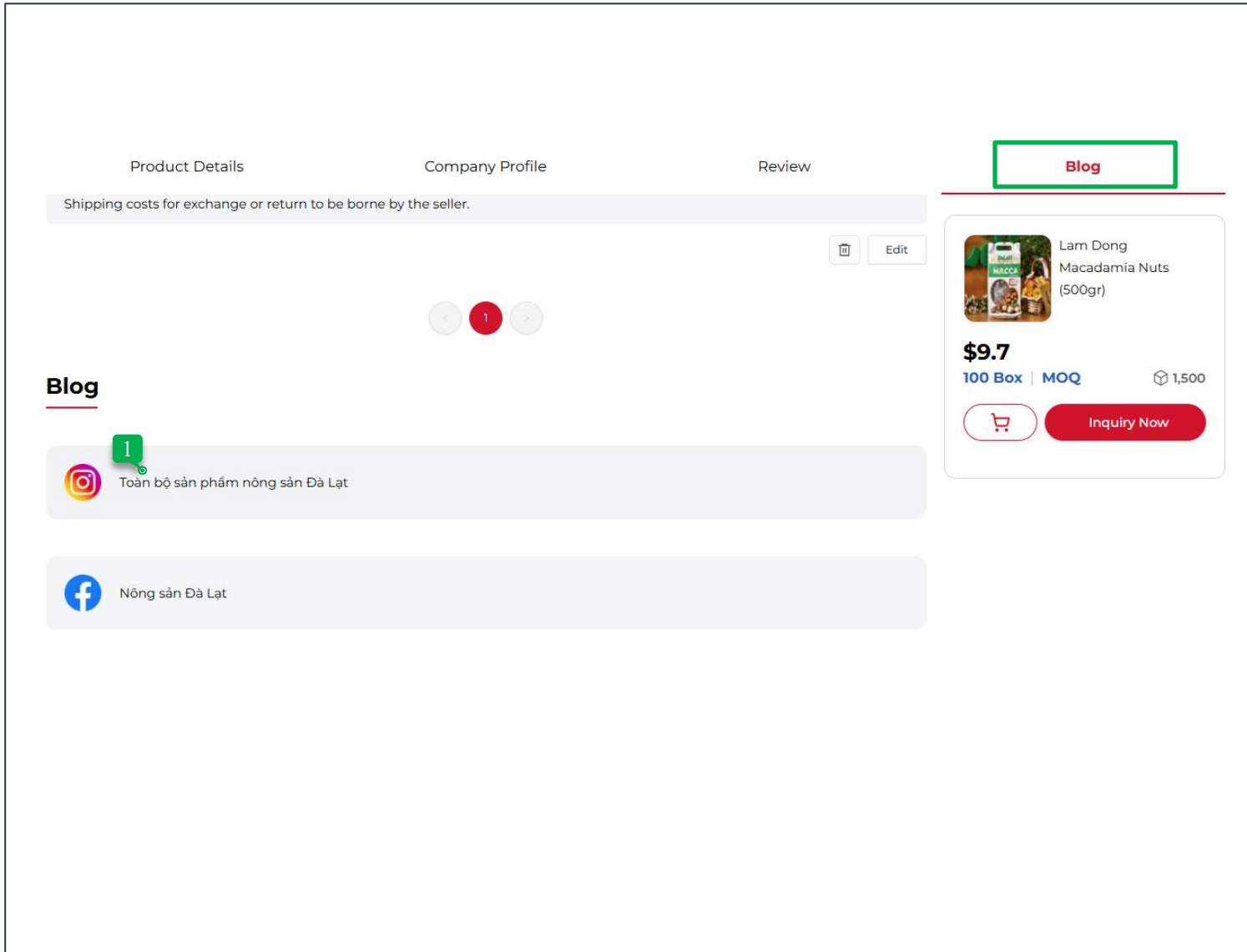
Part 1: Reviews (Evaluation)

- Buyer can view reviews from all buyers (including reviewer name, review time, star rating, review content)
- Buyer can view reviews filtered by star rating
- Only buyer whose order has been approved by the seller can write new review or edit existing review about the product

Part 2: Claims (Complaints)

- Only buyer whose order has been approved by the seller can write new complaint or edit existing complaint
- Buyer can only view his own complaint (if any)

Product page – Blog Tab



[Description]

This is the section displaying the seller's blog list.

Blog types include Instagram, Facebook and Reddit

1. Click on the blog name to navigate to the corresponding seller's blog page

Inquiry/RFQ Popup – Inquiry

[Description]


This is the popup for creating product inquiries to the seller.

1. Select the Inquiry tab to create a product inquiry or select the Request for Quotation tab to create a price quote request.
2. Display information about the product you want to inquire about
3. Subject: enter the inquiry topic
4. Content: enter the inquiry details
5. Inquiry Template: Suggested common inquiry templates to help draft quickly or assist new users. Users select 1 template, and the template content will be automatically filled in field 4.
6. Upload: Function to attach files
7. Cancel: Discard input and close the popup
8. Send: Send the drafted content to the seller

The screenshot shows a 'Inquiry or RFQ' popup window. At the top, there are two tabs: 'Inquiry' (highlighted with a green box and callout 1) and 'Request for Quotation'. Below the tabs, a product card (callout 2) displays 'Lam Dong Macadamia Nuts (500gr)' by 'DALAVI'. There are two text input fields: 'Subject*' (callout 3) and 'Content*' (callout 4). Below these is a row of inquiry templates (callout 5): 'Bulk Order Inquiry', 'Product Specification Inquiry', 'General Product Inquiry', 'Delivery Timeline Inquiry', 'Sample Request Inquiry', and 'Customization Inquiry'. An 'Upload' button (callout 6) is located below the templates. At the bottom, there is a 'Cancel' button (callout 7) and a 'Send' button (callout 8). A small information icon and text at the bottom left state: 'You can upload 1 file (max 10MB). Supported file types: .doc, .docx, .xls, .xlsx, .ppt, .pptx, .pdf'.

Inquiry/RFQ Popup – RFQ

Inquiry or RFQ [X]

 **Product** Lam Dong Macadamia Nuts (500gr)
Company DALAVI

1 Quantity* 2 Quantity unit* 3 Price* 4 Currency*

Total


5 Payment options* 6 Transportation method*

7 Destination Country* 8 Destination Port*

9 Delivery request date*

10 Message*

11

 You can upload 1 file (max 10MB). Supported file types: .doc, .docx, .xls, .xlsx, .ppt, .pptx

12 13

[Description]

This is the popup for requesting a quotation to the seller.

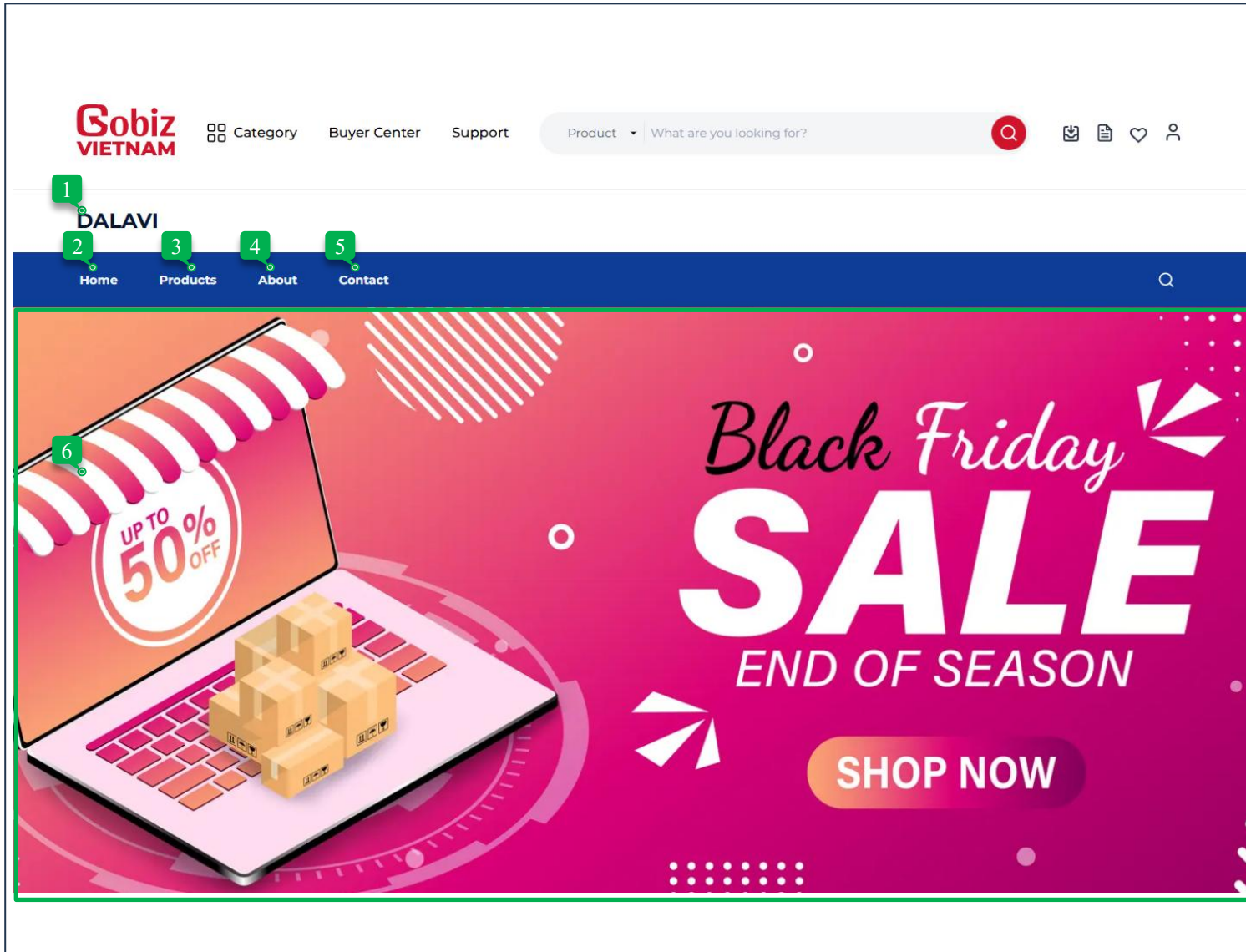
1. Enter the desired quantity of the product you want to order
2. Select the unit of measurement for the product
3. Enter the desired price
4. Display the corresponding total amount
5. Select the desired payment method
6. Select the desired transportation method
7. Select the destination country
8. Enter the destination port
9. Enter the desired delivery date
10. Write additional requirements or detailed information for the quotation request
11. Upload attachments if needed
12. Cancel input and close the popup
13. Send the drafted quotation request to the seller

CHAPTER

VII

Mini homepage

Mini homepage – Home ①



[Description]

This is the seller's mini website.

1. Display the seller's name (company name)
2. Home Tab: Displays featured products, basic company information, announcements
3. Products Tab: Displays all products from the seller
4. About Tab: Displays basic information, introduction, history of development, certifications, promotional videos about the company
5. Contact Tab: Displays information about the seller's contact channels
6. Displays the main banner of the mini website

Mini homepage – Home ②

Hot Products

Product Name	Price	MOQ	Quantity
Wind-Dried Persimmon (Premium Grade)	\$7.8	20 Kilogram	150
Freeze-Dried Cordyceps 10g	\$21.18	50 Box	5,000
Cordyceps Bird's Nest	\$18	200 Bag	2,000
Lam Dong Macadamia Nuts (500gr)	\$9.7	100 Box	1,500

Company Information

DaLaVi
DALAVI

Total of employees: 28
Year Established: 2011
Business Type: Manufacturer, Trading, Distributor

Main Products: Dried Persimmon, Artichoke, Strawberry, Honey Sweet Potato, Macadamia Nuts etc

Main Market:

DaLaVi and the values it brings...
In 2011 when Vietnam's economy was in crisis, the founders of today's DaLaVi were searching for products and services to provide to the market. Unlike many businesses that gravitated toward bustling cities like Hanoi, Ho Chi Minh City, or Da Nang, we decided to start our business in a remote area: Lac Duong. Lac Duong is located 12km north of Da Lat city center, with a temperate climate, beautiful nature, and fertile soil. With a foundation of dozens of hectares of agricultural land, thousands of coffee plants and Da Lat persimmon trees, we began building our brand and finding markets for our products. DacsanDalat.com.vn was officially launched a year later (September 16, 2012), which was also the first project that DaLaVi officially invested in. Da Lat is a prosperous land, blessed by nature with many beautiful landscapes that have captivated countless hearts, rare in Vietnam, and is also a land of plants, clean vegetables, and specialties. Many specialties have become icons in Vietnamese cuisine. Despite these advantages, many facilities and individual farmers with dozens of acres of cultivated land can still suffer losses due to not finding good outlets for their products. During harvest seasons for high-yielding products such as coffee, persimmons, sweet potatoes, artichokes, strawberries, etc., farmers can still be subject to price manipulation by traders and affected by the harsh competition from the influx of Chinese goods.

Notices

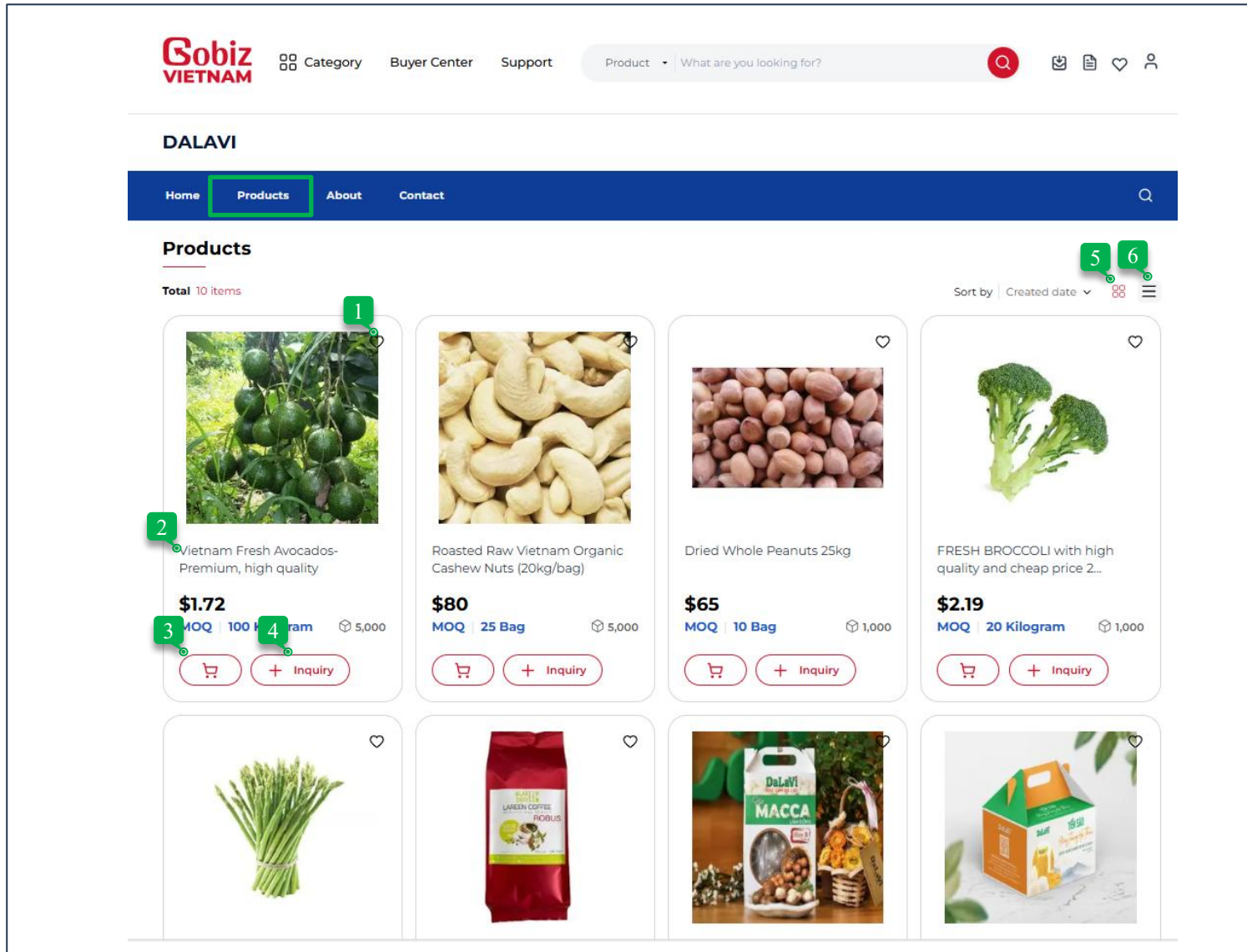
WORKING HOURS
07:30 - 21:00 (Monday - Saturday)
07:30 - 21:30 (Sunday)
Outside these hours, please contact us in advance at 0914.107107 for the best assistance.

[Description]

This is the main page of the seller's mini website.

- Hot products: Display the seller's featured products
- Display basic information about the company and introductory content about the seller - Include information such as company name, year of establishment, number of employees, main products, main markets, etc.
- Notices: Display announcements

Mini homepage – Product

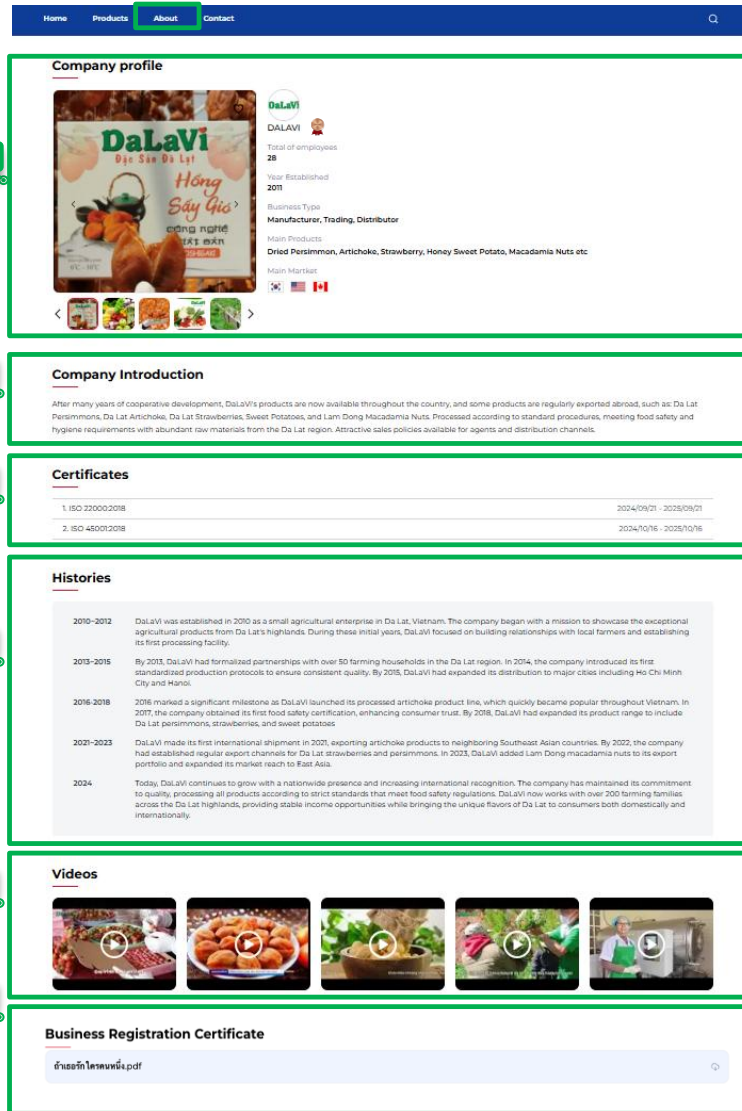


[Description]

This is the screen displaying all of the seller's products.

1. Click on the heart icon to add/remove that product from your Favorite list
2. Click on the product name to go to the product detail page
3. Click on the shopping cart to add that product to your cart
4. Click on 'Inquiry' to open a form to ask questions about the product or send a quote request to the seller
5. View the product list in album layout
6. View the product list in list layout

Mini homepage – Company profile

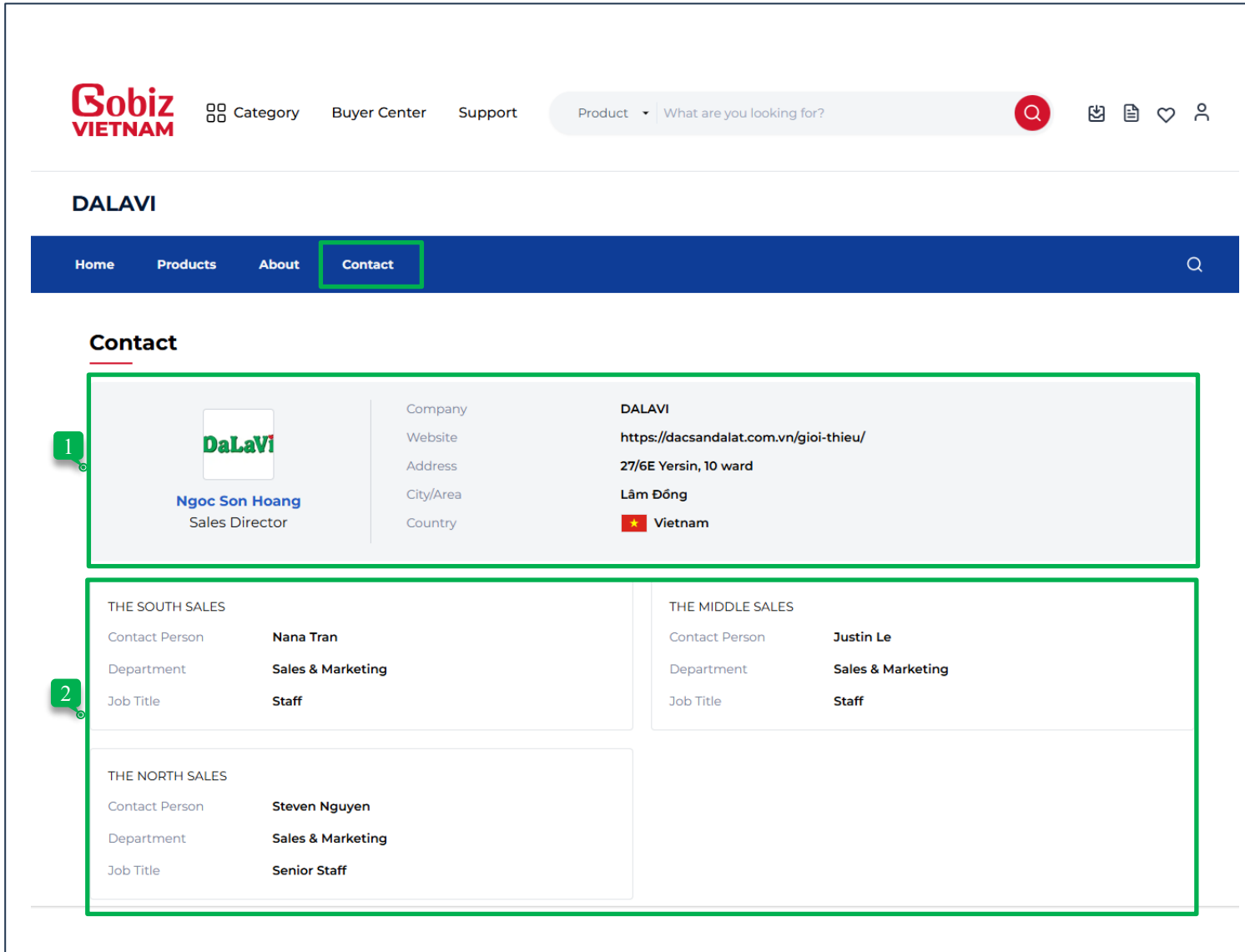


[Description]

This is the screen displaying the seller's company profile.

1. Display basic information about the company
2. Display introductory content about the company
3. Display the company's certificates
4. Display the history of the company's establishment and development
5. Display introductory videos about the company
6. Display business registration certificate

Mini homepage – Contact



[Description]

This is the screen displaying the seller's contact channels.

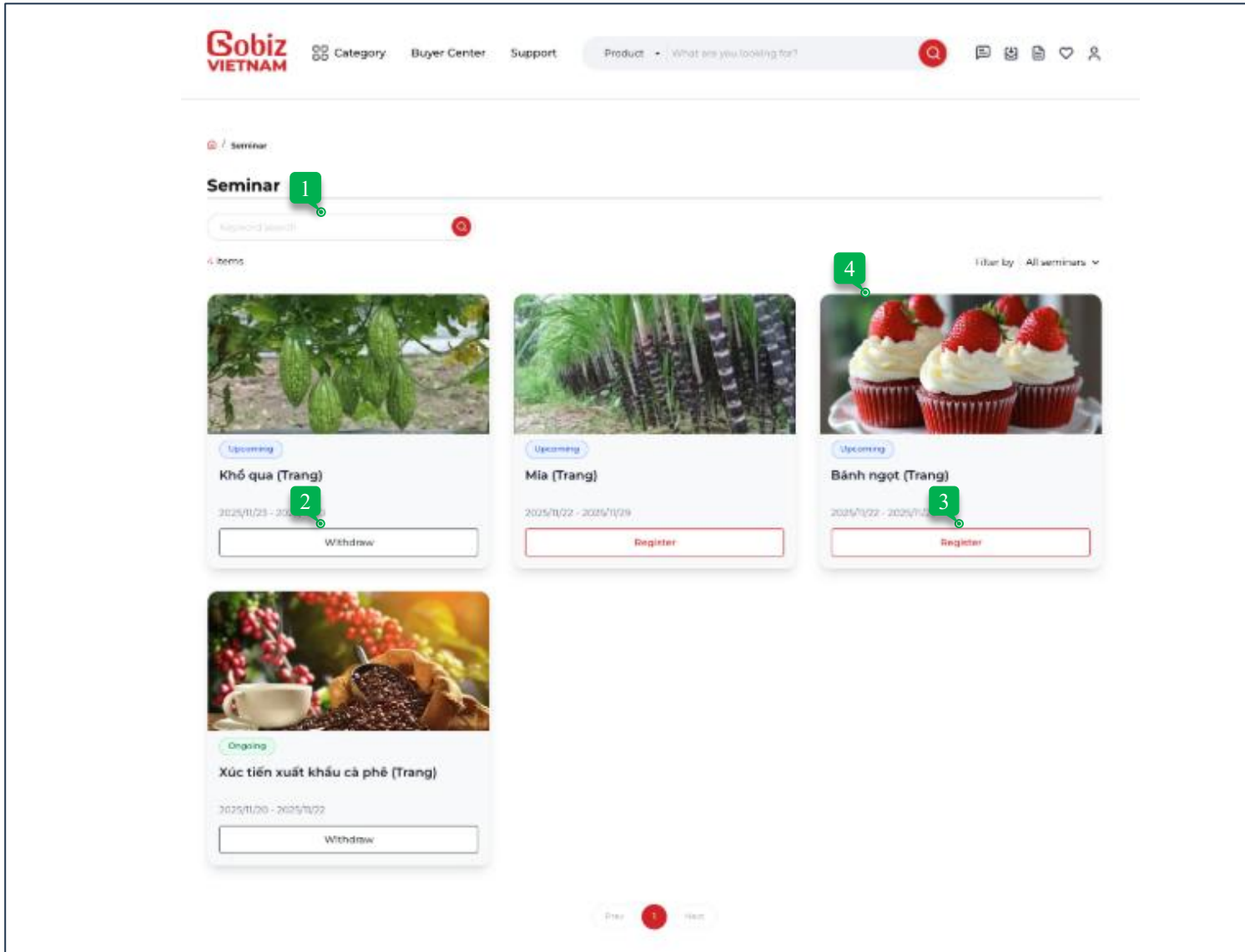
1. Display general company information (including company name, official website, address, country, etc.) and main contact person information (name of contact person, position)
2. Display information about other contact persons of the company

CHAPTER

VIII

Seminar

Seminar listing

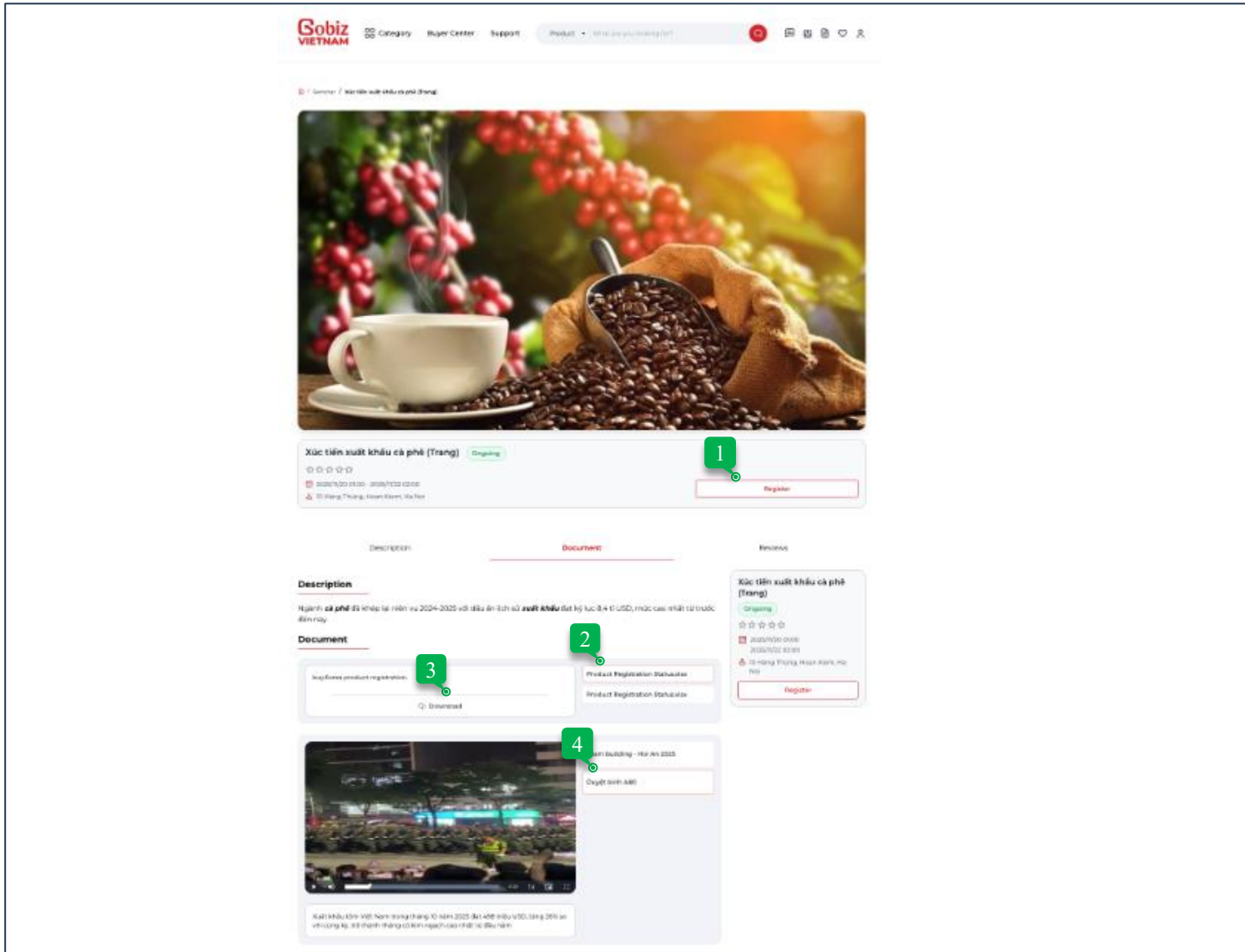


[Description]

This is the seminar listing screen.

1. Enter a keyword to search for a seminar by name.
2. Click Withdraw button to cancel your seminar registration.
3. Click Register button to sign up the seminar.
4. Click the seminar card to navigate seminar detail screen.

Seminar details - Before registration



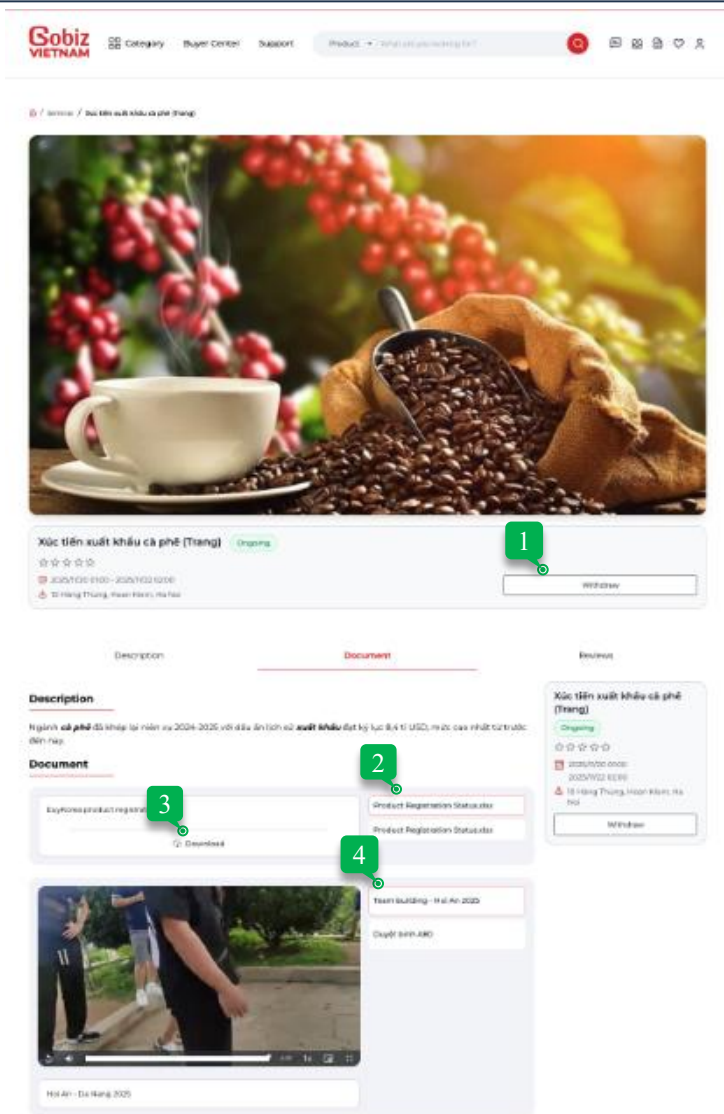
[Description]

This is the seminar detail screen.

You can view information such as seminar name, status, time, location, description, and associated document.

1. Click Register button to sign up the seminar.
2. Click the document name to display document description on the left.
3. Click download button to begin downloading the document.
4. Click the video name to show the video and its description on the left side.

Seminar details - After registration



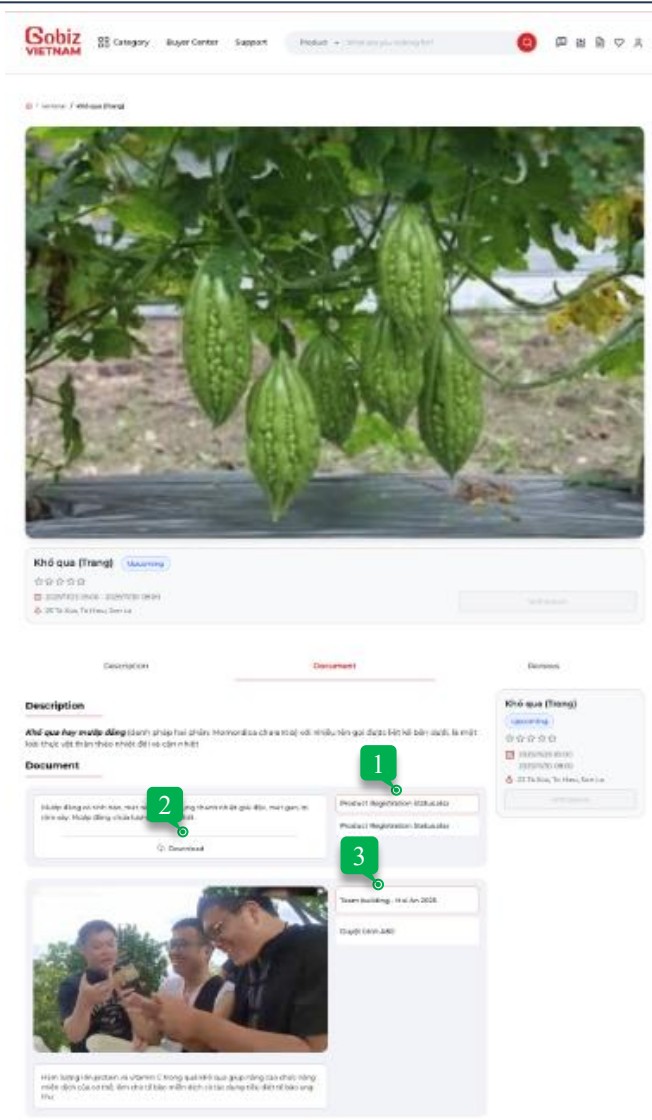
[Description]

This is the seminar detail screen.

You can view information such as seminar name, status, time, location, description, and associated document.

1. Click Withdraw button to cancel your seminar registration.
2. Click the document name to display document description on the left.
3. Click download button to begin downloading the document.
4. Click the video name to show the video and its description on the left side.

Seminar details - After withdrawing



[Description]

This is the seminar detail screen.

You can view information such as seminar name, status, time, location, description, and associated document.

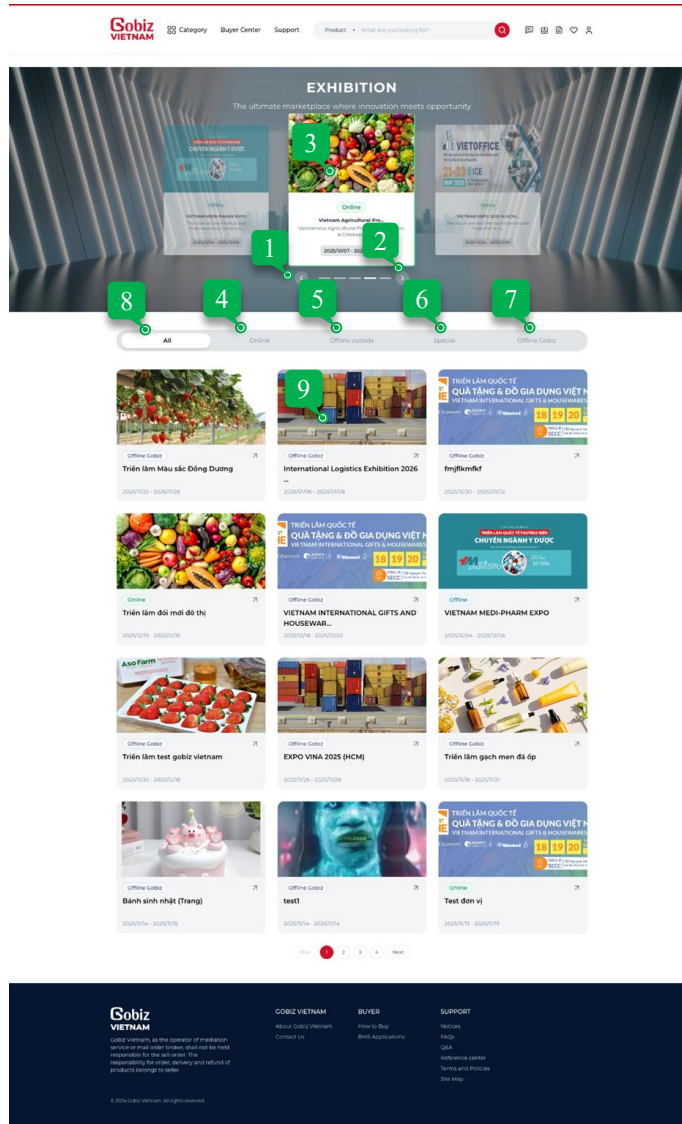
1. Click the document name to display document description on the left.
2. Click download button to begin downloading the document.
3. Click the video name to show the video and its description on the left side.

CHAPTER

IX

Exhibition

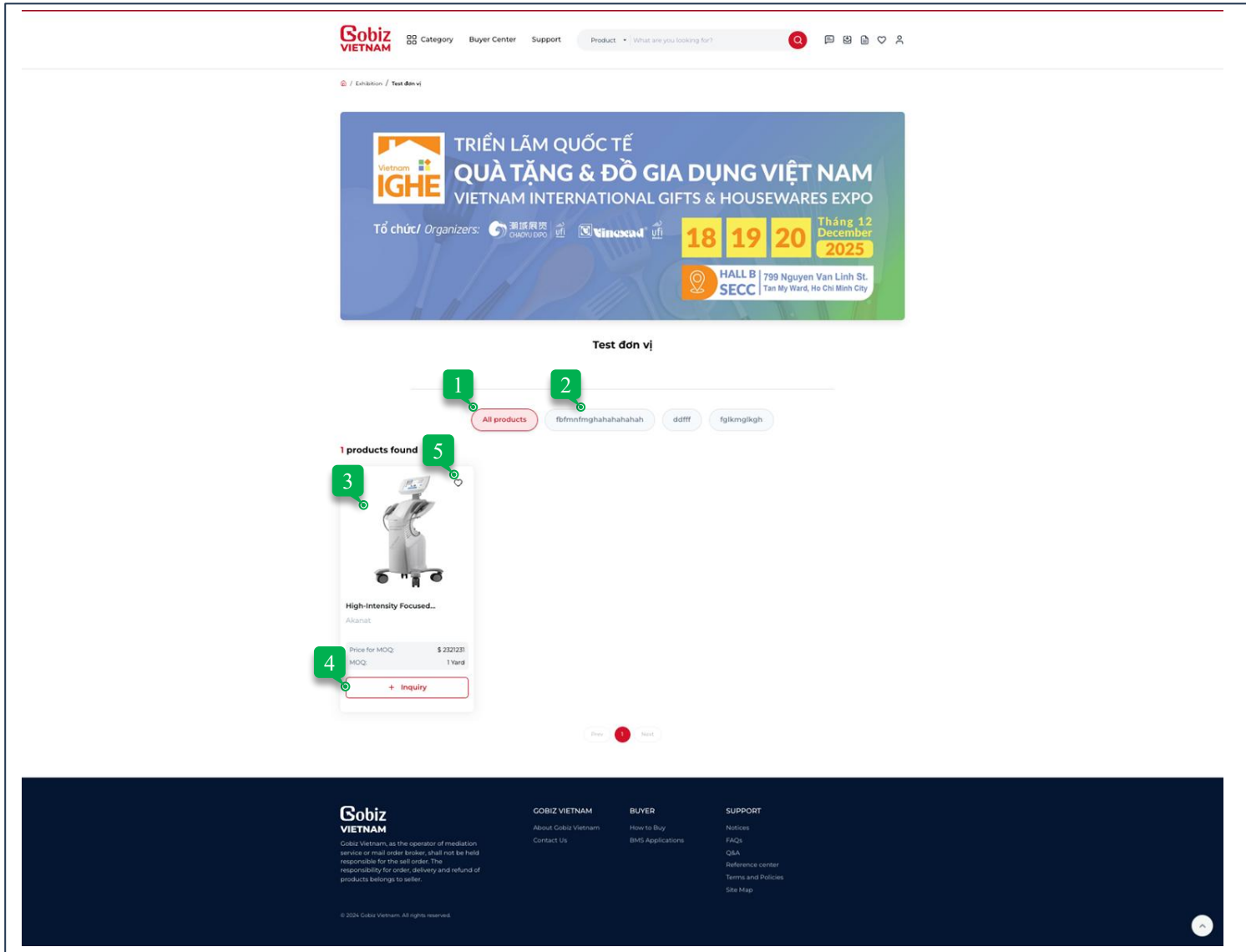
Exhibition listing



[Description]

This is the exhibition listing.

1. Click to move the previous exhibition to the center.
2. Click to move the next to the center.
3. Click the exhibition card to navigate to that exhibition's detail screen.
4. Click the "Online" button to filter online exhibitions.
5. Click the "Offline outside" to filter offline outside exhibitions.
6. Click the "Special" to filter special exhibitions.
7. Click the "Offline Gobiz" to filter offline Gobiz exhibitions.
8. Click to view all exhibition types.
9. Click the exhibition card to navigate to that exhibition's detail screen.

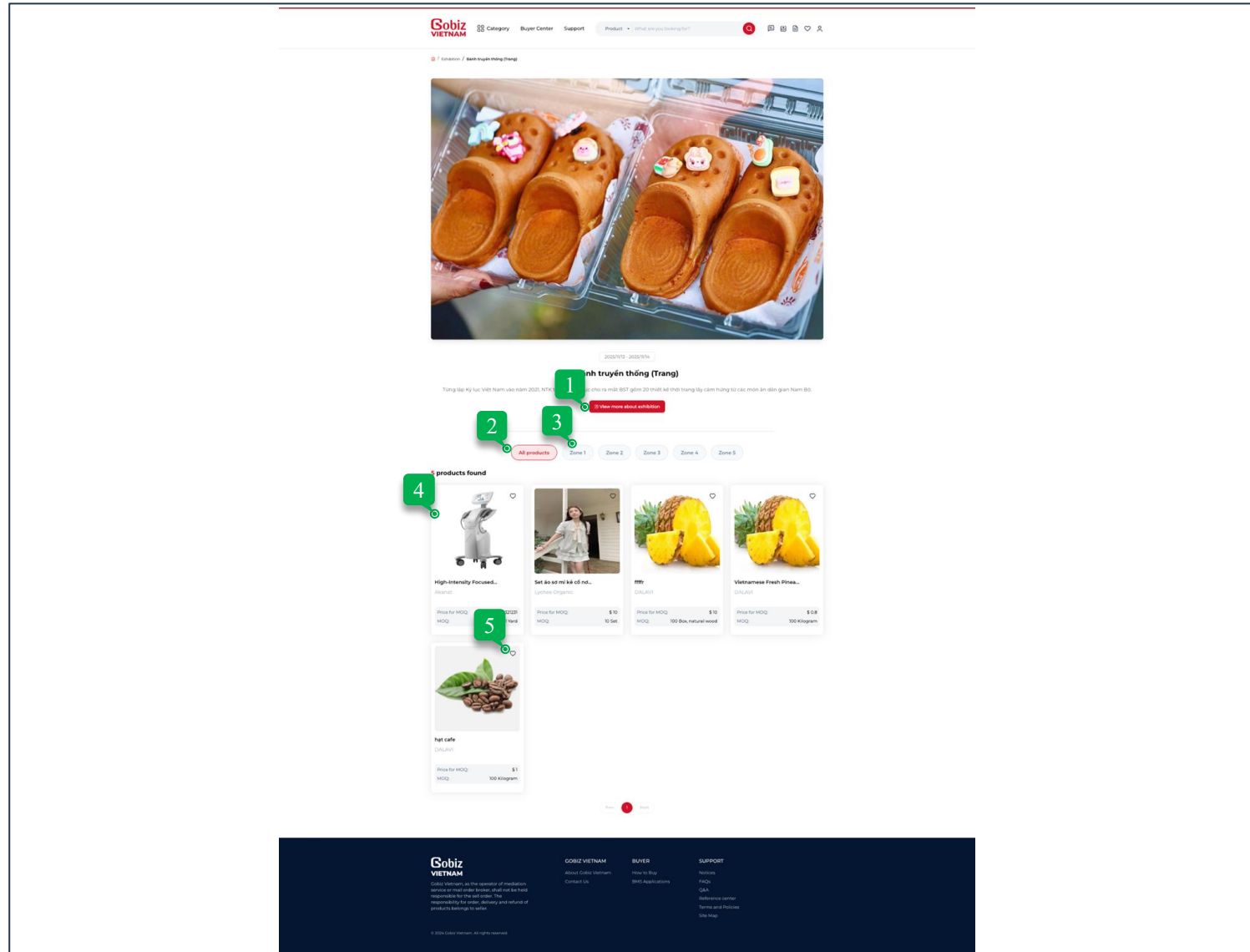


[Description]

This is the online exhibition.

1. Click to view all products.
2. Click to view the listing of products within a specific category.
3. Click the product card to navigate to that product's detail screen.
4. Click inquiry button to navigate to the inquiry screen.
5. Click heart icon to favourite that product.

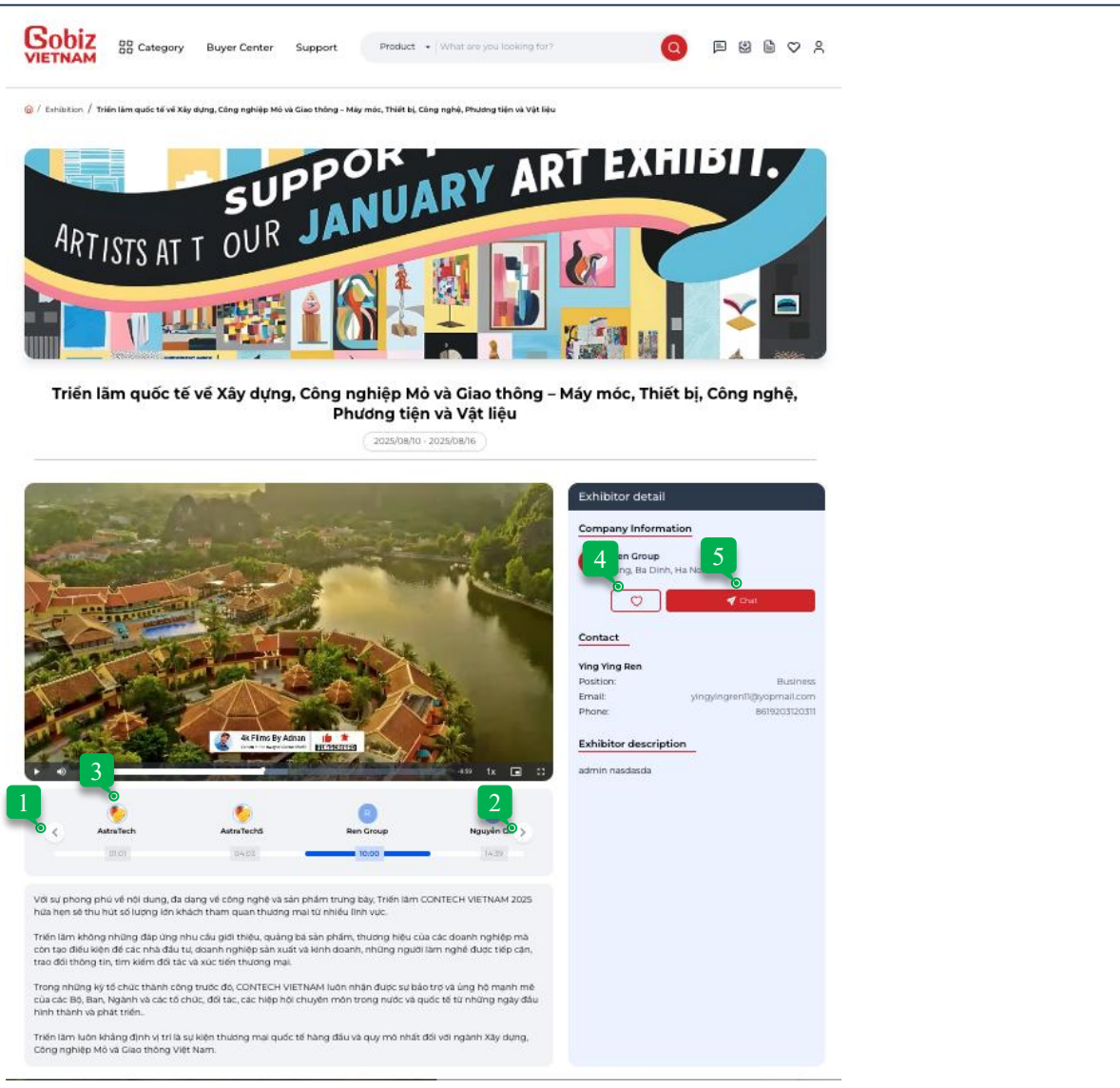
Offline outside exhibition



[Description]

This is the offline outside exhibition.

1. Click the “View more about exhibition” button to navigate to the outside exhibition’s website.
2. Click the “All products” to view all products within this exhibition.
3. Click the exhibition area button to the products within this area.
4. Click the product card to navigate the product’s detail screen.
5. Click the heart icon to favourite that product.

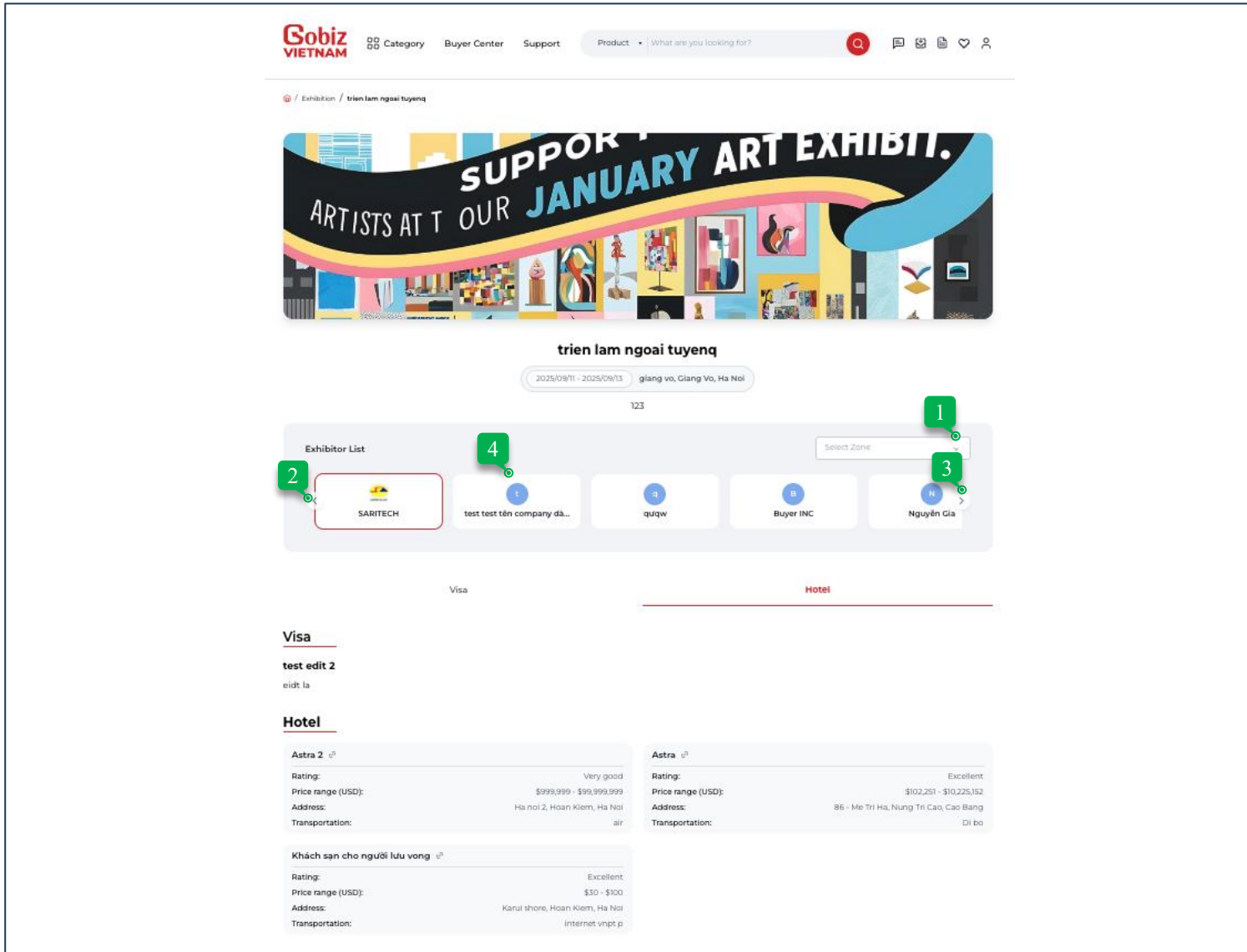


[Description]

This is the special exhibition.

1. Click to move the video to the previous company's segment.
2. Click to move the video to the next company's segment.
3. Click to move the video to the company's segment.
4. Click to favourite that company.
5. Click to navigate to the communication screen.

Offline Gobiz exhibition



[Description]

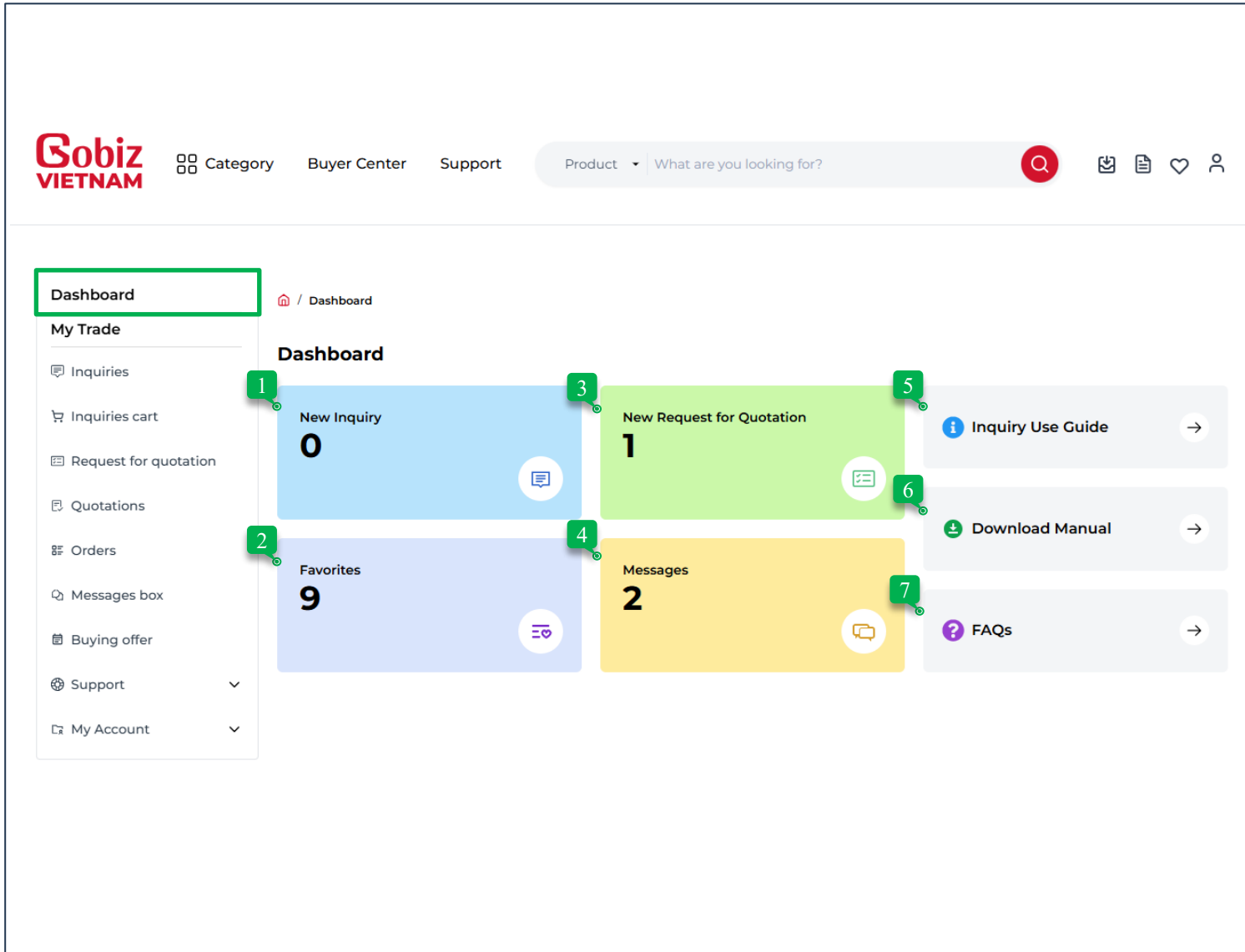
This is the offline Gobiz exhibition.

1. Select exhibition area.
2. Click on previous/next to view all exhibitors.

CHAPTER

X

My Trade



[Description]

This is the Dashboard screen, where users can view an overview of their activity status on Gobiz Vietnam.

1. New inquiry: Displays the number of new inquiries. Click to go to the product inquiry list screen
2. Favorite: Displays the number of favorite products. Click to go to the favorite products list screen
3. New request for quotation: Displays the number of new quote requests. Click to go to the quote request list screen
- New quote requests are quote requests that the seller has not yet read
4. Messages: Displays the number of transaction proposal messages received from sellers. Click to go to the transaction proposal list screen
5. Inquiry use guide: Click to go to the buying guide screen on Gobiz Vietnam
6. Download manual: Click to download the System User Guide
7. FAQs: Click to go to the frequently asked questions list screen

Exhibition registration listing

Gobiz VIETNAM Category Buyer Center Support Product What are you looking for

Dashboard
My Trade
Exhibition
Registration listing

My Trade / Exhibition / Registration listing

Registration listing

Exhibition name

Total 2 registrations Sort by Registration end date

Location	Exhibition status	Registration Period	Registered
23 Ngọc Khánh, Ngọc Ha, Ha Noi	Upcoming	2025/11/20 01:00 2025/11/26 01:00	2025/11/20 14:43
ga, Hong Ha, Ha Noi	Upcoming	2025/11/21 00:00 2025/11/30 00:00	2025/11/21 14:51

Prev 1 Next

[Description]

This is the registration listing screen.

1. Enter a keyword to search for registration form by exhibition name.
2. Click to navigate to the edit screen.
3. Click to delete the registration form.

Registration form (After user login)

Exhibition registration form

Registration Period
2025/11/21 - 2025/11/30

Personal Information

1 First name*
Buyer

2 Last name*
Main

3 Job title*
Manager

4 Phone number*
5300000001

5 Email*
vgob.buyer@gmail.com

Company Information

7 Company name*
Buyer INC

8 Country*
Canada

6 Company website*
https://buyer-inc.com

9 Annual revenue (USD)*
Enter annual revenue

Company Size (Employees)*
48

Industry*
Select industry

Purchasing information

10 Annual purchasing budget (USD)*
Enter number

11 Product / Services of interest*

13 Cancel

12 Submit

[Description]

This is the registration form after user login the system.

1. Can edit first name.
2. Can edit last name.
3. Can edit job title.
4. Can edit phone number.
5. Can edit email.
6. Can edit company website.
7. Can edit company size.
8. Select industry.
9. Enter annual revenue.
10. Enter annual purchasing budget.
11. Enter product/ services of interest.
12. Click to save all entered information.
13. Click to return to the listing screen.

Registration form (Before user login)

The screenshot shows the 'Exhibition registration form' on the Gobiz Vietnam website. The form is titled 'Exhibition registration form' and includes a 'Registration Period' of 2025/11/21 - 2025/11/30. A 'Product' dropdown menu is set to 'What are you looking for?'. The form is divided into several sections:

- Personal Information:** Includes fields for First name (1), Last name (2), Job title (3), Phone number (4), and Email (5).
- Company Information:** Includes fields for Company name (6), Country (7), Company website (8), Company Size (Employees) (9), Industry (10), and Annual revenue (USD) (11).
- Purchasing information:** Includes a field for Annual purchasing budget (USD) (12) and a text area for Product / Services of interest (13).

At the bottom right, there are 'Cancel' (15) and 'Submit' (14) buttons. A 'Save' button is also visible at the bottom right of the form area.

[Description]

This is the registration form before user login the system.

1. Enter first name.
2. Enter last name.
3. Enter job title.
4. Enter phone number.
5. Enter email.
6. Enter company name.
7. Select country.
8. Enter company website.
9. Enter company size.
10. Select industry.
11. Enter annual revenue.
12. Enter annual purchasing budget.
13. Enter product/ services of interest.
14. Click to save all entered information.
15. Click to return to the listing screen.

Exhibition registration - Edit form

Gobiz VIETNAM Category Buyer Center Support Product What are you looking for

Dashboard
My Trade
Exhibition
Meeting
Inquiries **1**
Inquiries cart
Request for quotation **2**
Quotations
Orders
Messages box
Buying offer
Support
BMS Applications
My Account

Exhibition registration form

Registration Period: 2025/11/20 - 2025/11/26

Lựa (Trang) Upcoming **3**

Event Period: 26/11/2025 01:00 - 07/12/2025 02:00
Location: 23 Ngọc Khánh, Ngọc Ha, Ha Noi

Personal Information **6**

First name* Buyer
Last name* Main
Job title* Manager **4**
Job title dropdown **5**

Phone number* 5300000001
Email* vgob.buyer@gmail.com

Company Information

Company name* Buyer INC
Country* Canada
Company website https://buyer-inc.com

Company Size (Employees)* 48
Industry* Health & Beauty
Annual revenue (USD)* 10,000

Purchasing information

Annual purchasing budget (USD)* 2,000

Product / Services of interest* AI product

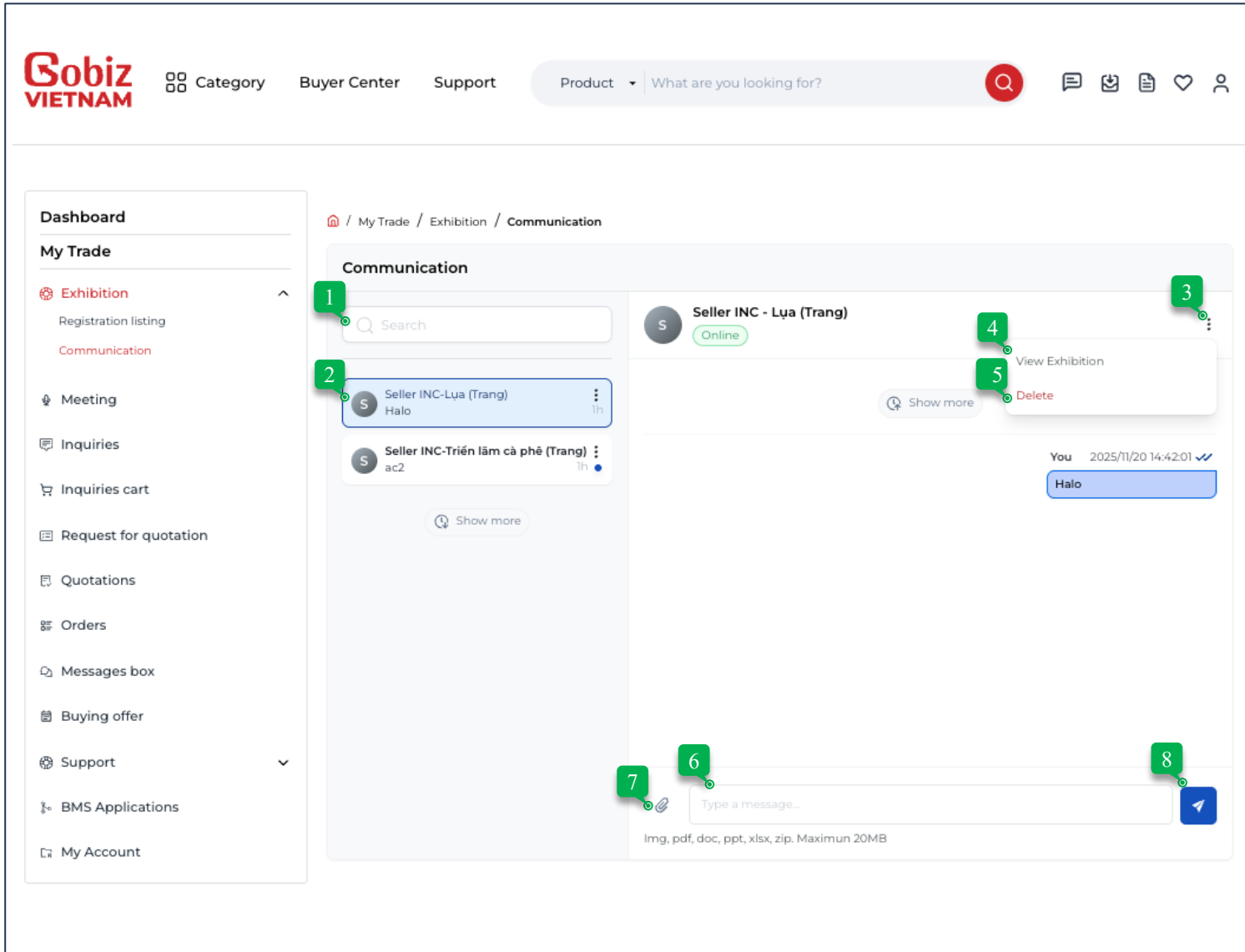
Cancel Submit

[Description]

This is the screen to edit the registration form .

1. Can edit first name.
2. Can edit last name.
3. Can edit job title.
4. Can edit phone number.
5. Can edit email.
6. Can edit company website.
7. Can edit company size.
8. Can select industry.
9. Can edit annual revenue.
10. Can edit annual purchasing budget.
11. Can edit product/ services of interest.
12. Click to save all entered information.
13. Click to return to the listing screen.

Communication - Normal

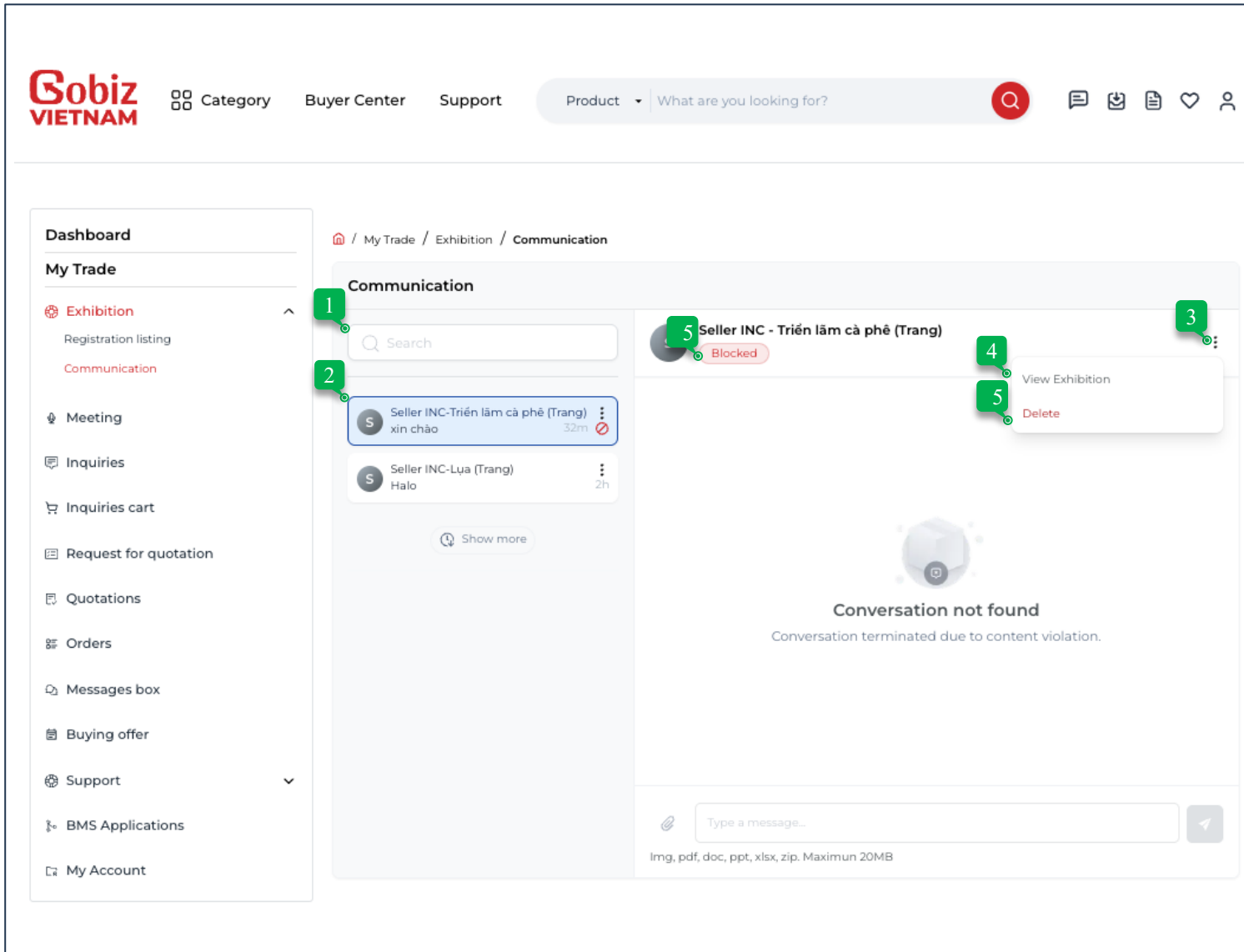


[Description]

This is the communication screen.

1. Enter a keyword to search for communications by the partner's name and exhibition name.
2. Click to display the communication details.
3. Click to display action buttons: View Exhibition and Delete.
4. Click to navigate to the exhibition detail screen.
5. Click to delete the communication.
6. Enter message content.
7. Click to open the local folder and upload image or file to send.
8. Click to send the message to the partner.

Communication - Blocked

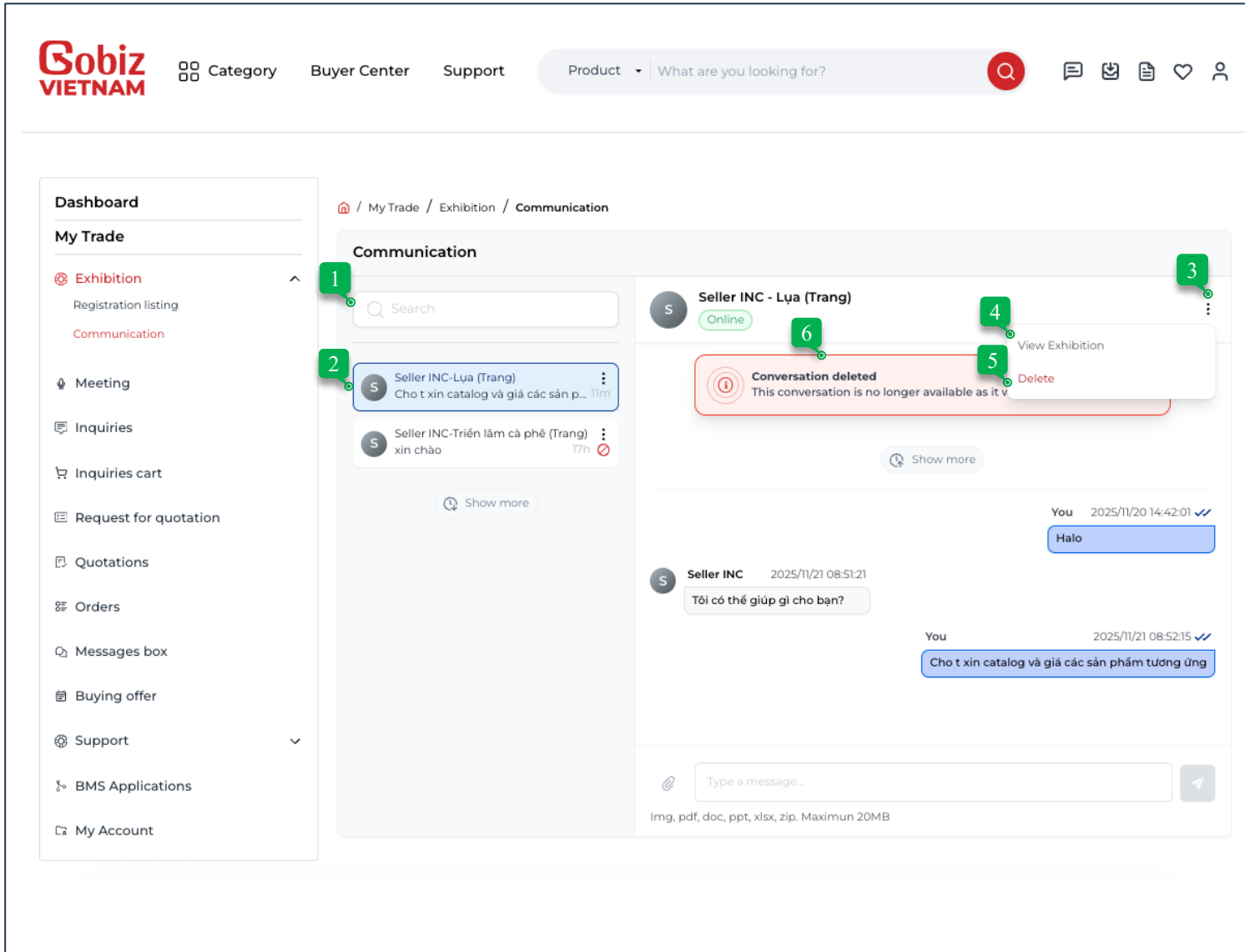


[Description]

This is the communication screen for communication that has been blocked by the administrator.

1. Enter a keyword to search for communications by the partner's name and exhibition name.
2. Click to display the communication details.
3. Click to display action buttons: View Exhibition and Delete.
4. Click to navigate to the exhibition detail screen.
5. Click to delete the communication.
6. Display the blocked notification.

Communication - Deleted



[Description]

This is the communication screen for communication that has been deleted by the seller.

1. Enter a keyword to search for communications by the partner's name and exhibition name.
2. Click to display the communication details.
3. Click to display action buttons: View Exhibition and Delete.
4. Click to navigate to the exhibition detail screen.
5. Click to delete the communication.
6. Display the deleted notification.

Meeting listing

Meeting requesting list

Title search

Total 4 requests

Sort by Sending request time + Add new

Guest	Sending request time	Meeting time	Status
SARITECH CO., LTD	2025/11/21 11:17	-	Pending
Seller INC	2025/11/21 11:15	-	Cancelled
Seller INC	2025/11/21 11:14	-	Rejected
NOVA TRADING COMPANY LIMITED	2025/11/21 11:12	2025/11/25 15:00 - 16:00	Approved

Prev 1 Next

[Description]

This is the meeting request listing of the buyer.

1. Enter a keyword to search for meeting request by its title.
2. Click to navigate to the meeting creation screen.
3. Click to navigate to the meeting request detail screen for editing.
4. Click to cancel the meeting request.
5. Click to navigate to the meeting request detail screen.
6. Click to delete the meeting request.

Create meeting

The screenshot displays the 'Create meeting' screen in the Gobiz Vietnam system. The interface includes a top navigation bar with the Gobiz Vietnam logo, a search bar, and user profile icons. A left sidebar provides navigation for various trade-related activities. The main section is titled 'Meeting' and contains a 'Meeting registration' form. The form fields are: Title (1), Guest (2), Duration (3), and Description (4). Below these are radio buttons for 'Expected date time' (5), with 'Single date time' selected. A table (6) allows for adding multiple dates, with columns for 'Date' (7), 'From Time' (8), and 'To Time' (9). A 'Delete' icon (10) is present for each row. A '+' button (11) is used to add more rows. At the bottom, there is a 'List' button (13) and a 'Save' button (12).

[Description]

This is the meeting request creation screen.

1. Enter the meeting title.
2. Select the guest to join the meeting.
3. Enter meeting duration.
4. Enter the meeting description.
5. Select a single date.
6. Select a range date.
7. Select the expected meeting date.
8. Select the meeting start time.
9. Select meeting end time.
10. Click to delete the expected meeting date or range date.
11. Click to add an additional expected meeting date or date range.
12. Click to save all entered information.
13. Click to return to the listing screen.

Meeting detail - Approved

Gobiz VIETNAM Category Buyer Center Support Product What are you looking for

Dashboard
My Trade
Exhibition
Meeting
Inquiries
Inquiries cart
Request for quotation
Quotations
Orders
Messages box
Buying offer
Support
BMS Applications
My Account

My Trade / Meeting / MeetingDetail

Meeting

Meeting registration Approved

Title
Sprint planning (Trang)

Attendees
You: Buyer INC
Guest: NOVA TRADING COMPANY LIMITED

Expected date time
2025/11/25 - 2025/11/25, 09:00 - 10:00

Duration
60 minutes

Description
We would like to discuss sprint planning in this meeting.

Meeting time
2025/11/25 15:00 - 16:00

[Join a meeting](#)

Consultation
-

[List](#)

[Description]

This is the approved meeting detail screen.

1. Click to navigate to the meeting.
2. Click to return to the listing screen.

Meeting detail - Rejected

Gobiz VIETNAM Category Buyer Center Support Product What are you looking for

Dashboard
My Trade
Exhibition
Meeting
Inquiries
Inquiries cart
Request for quotation
Quotations
Orders
Messages box
Buying offer
Support
BMS Applications
My Account

My Trade / Meeting / MeetingDetail

Meeting

Meeting registration **Rejected**

Title
Price and term condition discussion (Trang)

Attendees
You: Buyer INC
Guest: Seller INC

Expected date time
2025/11/23 - 2025/11/23, 10:00 - 12:00

Duration
120 minutes

Description
Regarding the last discussion about product specification, we would like to arrange this meeting for discussing about price and term condition.

Rejection reason
Chua sap xep duoc thoi gian phu hop.

List

[Description]

This is the rejected meeting detail screen.

1. Click to return to the listing screen.

Meeting detail - Cancelled

The screenshot displays the 'Meeting detail - Cancelled' page in the Gobiz Vietnam application. The interface includes a top navigation bar with the Gobiz Vietnam logo, a search bar, and utility icons. A left sidebar menu lists various trade-related functions. The main content area shows the meeting details for a cancelled registration. A green callout box with the number '1' points to a 'List' button located at the bottom of the meeting details section.

Navigation: Dashboard, My Trade, Exhibition, Meeting, Inquiries, Inquiries cart, Request for quotation, Quotations, Orders, Messages box, Buying offer, Support, BMS Applications, My Account.

Breadcrumb: / My Trade / Meeting / MeetingDetail

Meeting registration: Cancelled

Title: Shipping method (Trang)

Attendees: You: Buyer INC, Guest: Seller INC

Expected date time: 2025/11/23 - 2025/11/23, 14:00 - 15:00

Duration: 60 minutes

Description: There are a number of shipping methods.

Callout: 1 List

[Description]

This is the cancelled meeting detail screen.

1. Click to return to the listing screen.

Meeting detail - Pending

Gobiz VIETNAM Category Buyer Center Support Product What are you looking for?

Dashboard
My Trade
Exhibition
Meeting
Inquiries
Inquiries cart
Request for quotation
Quotations
Orders
Messages box
Buying offer
Support
BMS Applications
My Account

My Trade / Meeting / MeetingDetail

Meeting

Meeting registration Pending 1 Cancel

Title*
Claim term (Trang)

Guest*
SARITECH CO., LTD

Duration (minutes)
60

Description
Claim term in contract.

Expected date time*
 Single date time Range date time

No.	Date	From Time	To Time	Action
1.	11/27/2025	14:00	15:00	
+				

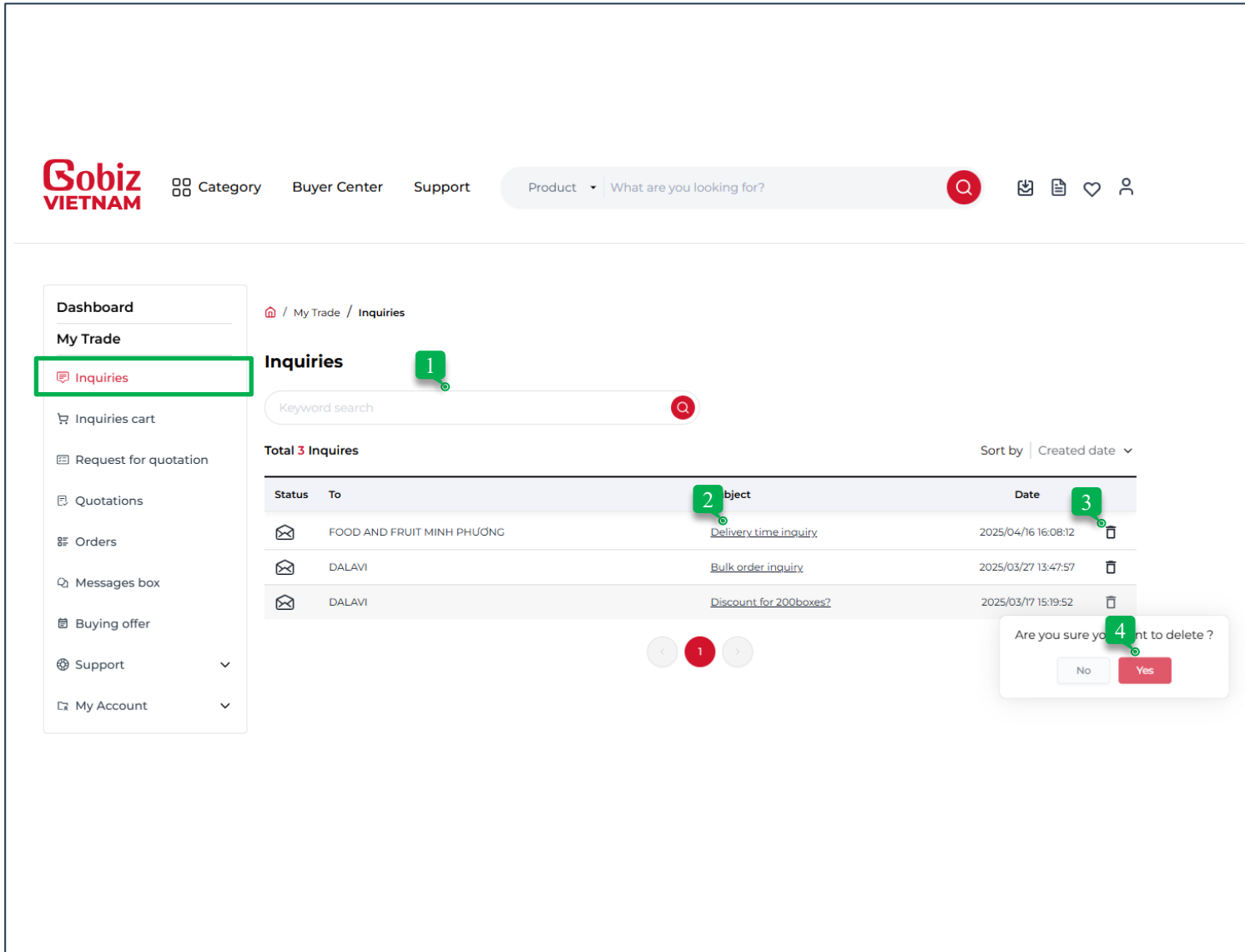
3 List 2 Save

[Description]

This is the pending meeting detail screen.

1. Click to cancel the meeting request.
2. Click to save all updated information.
3. Click to return to the listing screen.

Inquiry – Inquiry list

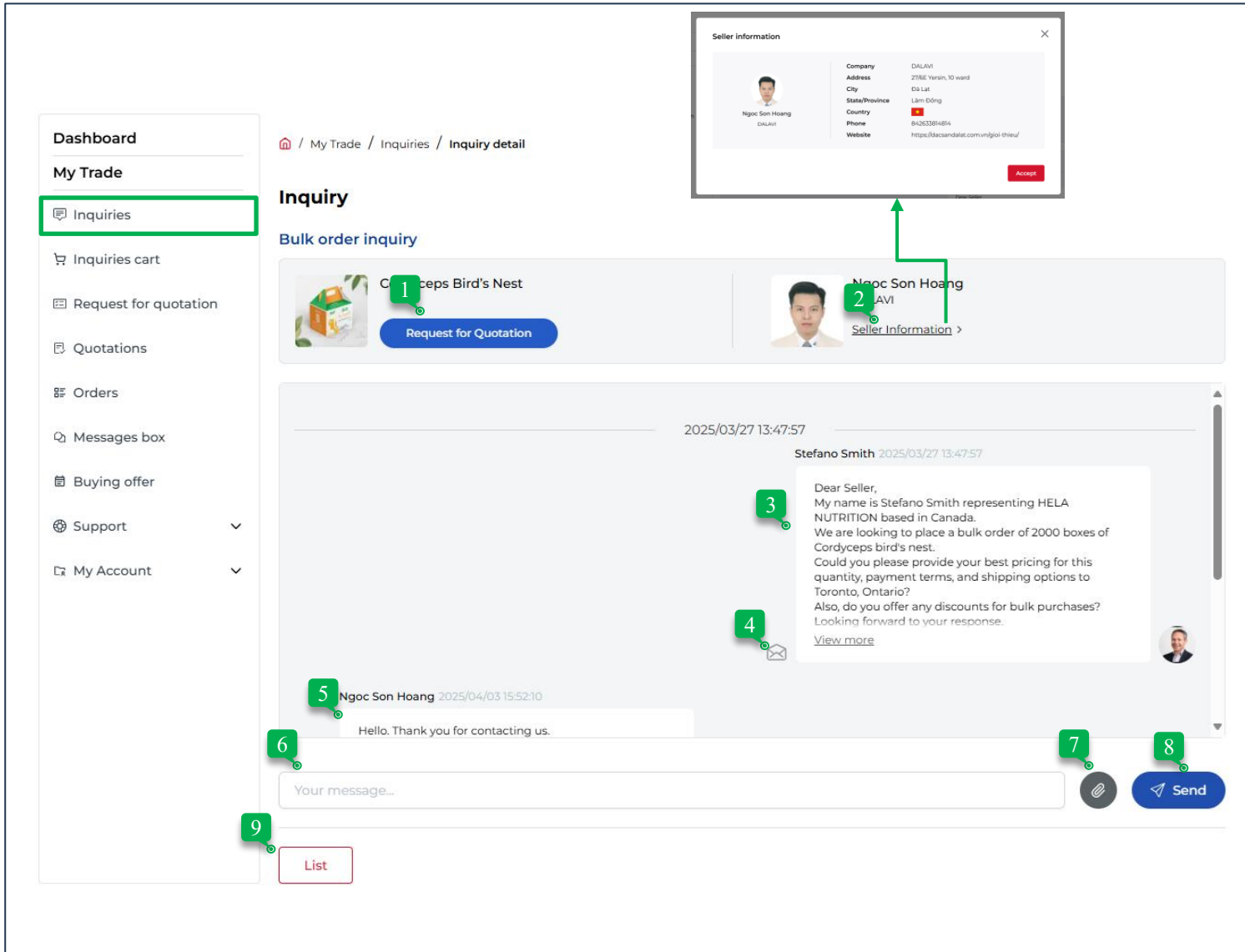


[Description]

This is the screen for managing the list of sent Inquiries.

1. Enter keywords to search for Inquiries by recipient company or Inquiry subject.
2. Click on the subject to go to the Inquiry detail page.
3. Click on the delete icon to delete an Inquiry. At this time, a confirmation message will appear, and the user should click on 4. 'Yes' to confirm deletion.

Inquiry – Inquiry detail

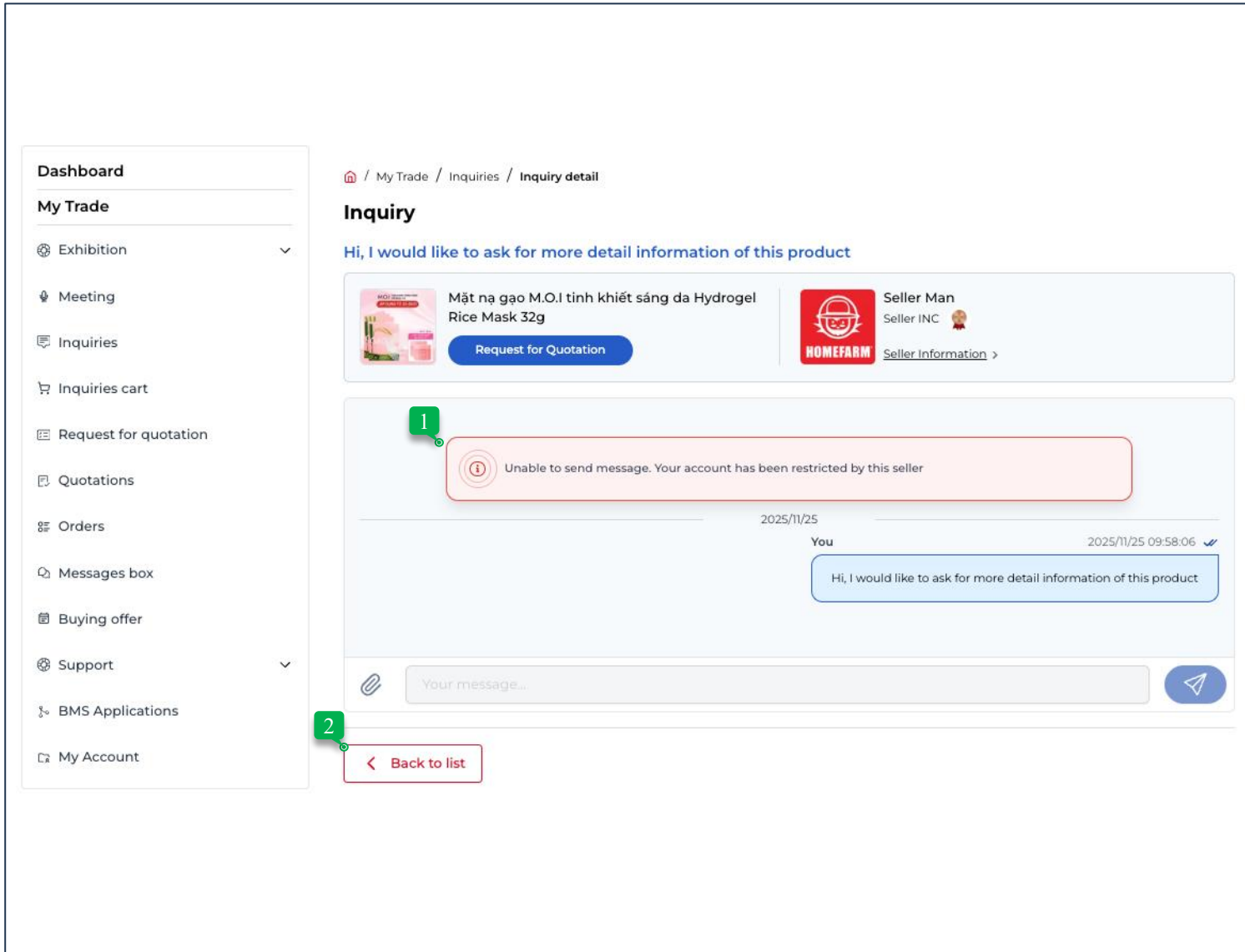


[Description]

This is the Inquiry detail screen. Users can exchange messages and view the conversation history with the seller.

1. Click to open the form to create a quote request
2. Displays the image and basic information of the seller
 - Click to open the seller's contact information popup
3. Displays the content of the inquiry I have sent
4. Shows the read/unread status of the seller's messages Red message box icon: seller has not read the message / Gray message box icon: seller has read the message
5. Shows the seller's response
6. Enter message to reply
7. You can attach files by clicking on the file icon and selecting the file to upload
8. Click the 'Send' button to send your reply message
9. Click the 'List' button to return to the Inquiry list screen

Inquiry – Inquiry detail (be restricted)



[Description]

This is the Inquiry detail screen if the buyer is restricted by seller

1. Display an announcement to show that the account has been restricted
2. Click on button 'Back to list' to return to the Inquiry list screen

Inquiry – RFQ popup

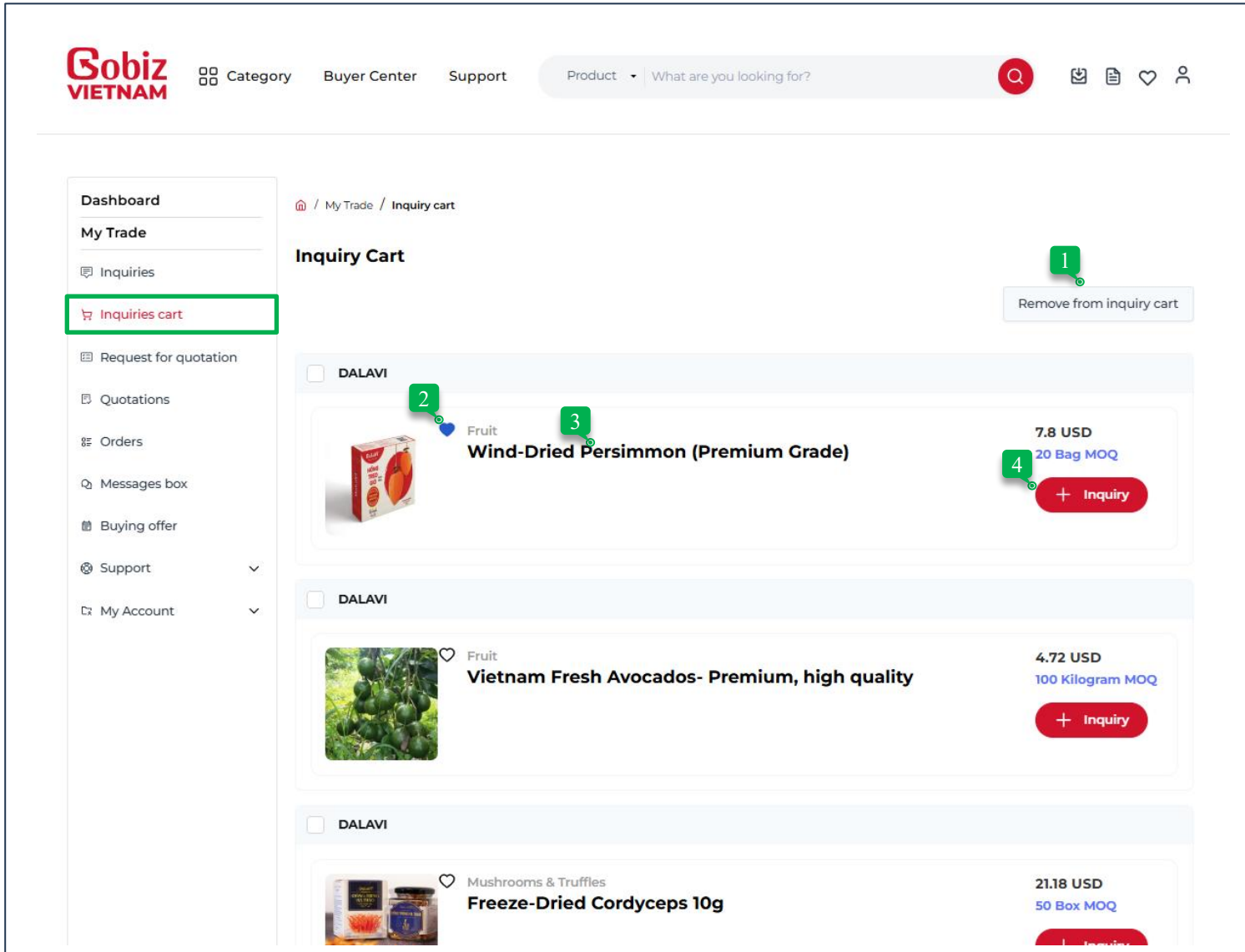
[Description]

This is the popup for requesting a quotation to the seller.

1. Enter the desired quantity of the product you want to order
2. Select the unit of measurement for the product
3. Enter the desired price
4. Display the corresponding total amount
5. Select the desired payment method
6. Select the desired transportation method
7. Select the destination country
8. Enter the destination port
9. Enter the desired delivery date
10. Write additional requirements or detailed information for the quotation request
11. Upload attachments if needed
12. Cancel input and close the popup
13. Send the drafted quotation request to the seller

The screenshot shows a 'Request for quotation' popup window. At the top, it displays the product 'Cordyceps Bird's Nest' and the company 'DALAVI'. The form contains several input fields and dropdown menus, each with a green numbered callout: 1. Quantity (input field with '0'), 2. Quantity unit (dropdown menu with 'Select unit'), 3. Price (input field with '0'), 4. Currency (dropdown menu with 'USD'), 5. Payment options (dropdown menu with 'Select'), 6. Transportation method (dropdown menu with 'Select'), 7. Destination Country (dropdown menu with 'Select'), 8. Destination Port (input field with 'Enter Destination Port'), 9. Delivery request date (calendar icon and 'mm/dd/yyyy' placeholder), 10. Message (text area with 'Enter message'), 11. Upload button, 12. Cancel button, and 13. Send button. A total amount of '0 USD' is displayed below the price and currency fields. A note at the bottom states: 'You can upload 1 file (max 10MB). Supported file types: .doc, .docx, .xls, .xlsx, .ppt, .pdf'.

Inquiry cart



[Description]

This is the screen displaying the list of products that have been added to the cart.

1. Choose a product and then click on "Remove from inquiry cart" to remove the product from the cart
2. Click on the wishlist to add/remove products from the product wishlist
3. Click on the product name to go to the product detail page
4. Click on the Inquiry button to open the form to inquire about products or send a price quote request

Request for quotation – RFQ list

Request for Quotation

Keyword search

Total 6 RFQs Sort by | Created date

To	Product	Status	Date
FOOD AND FRUIT MINH PHƯƠNG	FROZEN FRESH AVOCADOS FROM VIETNAM	UNQUOTED	2025/04/16 16:22:32
DALAVI	Vietnam Fresh Avocados- Premium_high quality	QUOTED	2025/03/27 14:18:21
DALAVI	Freeze-Dried Cordyceps 10g	UNQUOTED	2025/03/21 16:42:03
DALAVI	Wind-Dried Persimmon (Premium Grade)	UNQUOTED	2025/03/17 15:48:28
DALAVI	Lam Dong Macadamia Nuts (500gr)	QUOTED	2025/03/17 15:33:34
DALAVI	Lam Dong Macadamia Nuts (500gr)	QUOTED	2025/03/17 15:28:17

[Description]

This is the screen for managing the list of quotation requests.

1. Enter keywords and company name or product name to search for quotation requests.
2. Display the status of whether the seller has read/not read the quotation request.
3. Click on the product name to open the detailed information page of the quotation request.
4. Display the quotation status for corresponding quotation requests (Unquoted/Quoted).

- Unquoted: the seller has not created and sent a quotation in response to the buyer.
- Quoted: the seller has created and sent a quotation in response to the buyer.

Request for quotation – RFQ detail

Dashboard

My Trade

- [Inquiries](#)
- [Inquiries cart](#)
- [Request for quotation](#)
- [Quotations](#)
- [Orders](#)
- [Messages box](#)
- [Buying offer](#)
- [Support](#)
 - [Q&A](#)
- [My Account](#)
 - [Profile](#)
 - [Change password](#)

/ My Trade / Request for Quotation / Request for Quotation detail

Request for Quotation

Date: 2025/04/16 16:22:32 REQ_QTTN_0000000012

Status: UNQUOTED

FROZEN FRESH AVOCADOS FROM VIETNAM

Category Fruit
Quantity 700 Kilogram / US\$4.8

Total US \$3,360

Payment term	PayPal
Shipping method	by air
Preferred Port	Ontario
Delivery Until	13 May, 2025

Please make sure the goods will be shipped by 13th May.

Phuong Le Thi

Staff

Company	FOOD AND FRUIT MINH PHƯƠNG
Country	
City/Area	12
Address	01 Thanh Xuan, To Ngoc Van Street, Thanh Xuan ward
Phone	848888412223
Website	https://minhphuongfruit.com/

1

List

[Description]

This is the screen displaying detailed information of the RFQ.

You can view information about the date the quotation request was created, the quotation response status, the quotation request code, product information requested for quotation, payment terms, shipping information, delivery information, and seller information.

1. Click on List to return to the quotation request list screen.

Quotation – Quotation list

Gobiz VIETNAM Category Buyer Center Support Product What are you looking for

Dashboard / My Trade / Quotations

Quotations

Keyword search

Total 5 quotes Sort by Created date

From	Product	Status	Date
#QT-HELANUTRITION-DALAVI-250417-001 DALAVI	Vietnam Fresh Avocados- Premium_high quality	QUOTED	2025/04/17 10:08:10
#QT-HELANUTRITION-FOODANDFRUITMIN-250417-001 FOOD AND FRUIT MINH PHƯƠNG	FROZEN FRESH AVOCADOS FROM VIETNAM	CANCELLED	2025/04/17 10:01:53
#QT-HELANUTRITION-DALAVI-250404-001 DALAVI	Vietnam Fresh Avocados- Premium_high quality	EXPIRED	2025/04/04 13:48:15
#QT-HELANUTRITION-DALAVI-250317-002 DALAVI	Lam Dong Macadamia Nuts [500gr]	ORDERED	2025/03/17 15:34:42
#QT-HELANUTRITION-DALAVI-250317-001 DALAVI	Lam Dong Macadamia Nuts [500gr]	EXPIRED	2025/03/17 15:30:25

[Description]

This is the quotation management screen. You can view all quotations that the seller has responded to the buyer.

1. Enter keywords and seller company name or product name to search for quotations.
2. Display the status of whether the user has read/not read the quotation.
3. Click on the product name to open the detailed information page of the quotation.
4. Display the quotation status (Quoted/Ordered/Cancelled/Expired).

- Quoted: Status after the seller has created and completed the quotation.
- Ordered: The buyer has proceeded to place an order with that quotation.
- Cancelled: The buyer doesn't want to order with that quotation and has proceeded to cancel the quotation.
- Expired: The quotation has exceeded the effective period and the buyer hasn't proceeded to order or cancel the quotation.

Quotation – Quotation detail

Dashboard

My Trade

- [Inquiries](#)
- [Inquiries cart](#)
- [Request for quotation](#)
- [Quotations](#)
- [Orders](#)
- [Messages box](#)
- [Buying offer](#)
- [Support](#)
- [My Account](#)

[Home](#) / [My Trade](#) / [Quotations](#) / [Quotation detail](#)

Quotations

Date: 2025/04/17 10:08:10
Status: QUOTED

QT-HELANUTRITION-DALAVI-250417-001

Vietnam Fresh Avocados- Premium, high quality

Category: Fruit
Quantity: 700 Kilogram / US \$4.6

Total US \$3,220

Payment term	PayPal
Shipping method	by air
Preferred Port	Ontario
Delivery Until	14 May, 2025
Validity of Quotation	02 May, 2025

Thank you for your concern about our product.
Normally it takes about 5days to us for preparing and 15-17 days to ship goods from Vietnam to Ontario, Canada.
So if you order before 20th April, you will receive them before your event schedule.

Ngoc Son Hoang
Sales Director

Company	DALAVI
Country	Vietnam
City/Area	Dà Lạt
Address	27/6E Yersin, 10 ward
Phone	842633814814
Website	https://dacsandalat.com.vn/gioi-thieu/

4
List

1
Cancel

2
Re-Request

3
Generate Order

[Description]

This is the screen displaying detailed information of the quotation in "Quoted" status.

You can view information about the date the quotation was created, quotation response status, quotation code, product information being quoted, payment terms, shipping information, delivery information, and seller information. And perform quotation cancel/request again/create order.

- 1.Cancel: In case the buyer does not accept the corresponding quotation, click on "Cancel". At this time, a confirmation message will appear, the user selects "Yes" to confirm deleting the quotation.
- 2.Re-request: In case the buyer wants to request a quotation again, click on "Re-request". At this time, a quotation request form will appear, the user proceeds to edit as desired and clicks "Send" to send the quotation request again.
- 3.Generate order: In case the buyer agrees with the corresponding quotation, click on "General order" to create an order.
- 4.Click on "List" to return to the quotation list screen.

Order – Order list

Gobiz VIETNAM Category Buyer Center Support Product What are you looking for

Dashboard / My Trade / Orders

My Trade

Orders

Keyword search

Total 3 items Sort by Created date

To	Product	Price(USD)	Reason	Date
#OD-HELANUTRITION-DALAVI-250417-002 DALAVI	Freeze-Dried Cordyceps 10g	19,000	Cancelled Please review the requested delivery date.	2025/04/17 10:49:46
#OD-HELANUTRITION-DALAVI-250417-001 DALAVI	Vietnam Fresh Avocados- Premium_high quality	3,220	PENDING	2025/04/17 10:40:57
#OD-HELANUTRITION-DALAVI-250317-001 DALAVI	Lam Dong Macadamia Nuts (500gr)	2,850	APPROVED	2025/03/17 15:34:55

[Description]

This is the order management screen. You can view all orders that the buyer has placed.

1. Enter keywords and seller company name or product name to search for orders.
2. Display the read/unread status of orders from the seller.
3. Click on the product name to open the detailed information page of the order.
4. Display the order status (Pending/Approved/Cancelled).

- Pending: The initial status of an order after the buyer proceeds to place an order.
- Approved: The seller has accepted the buyer's order.
- Cancelled: The seller cannot fulfill that order, so they have cancelled the order and entered the cancellation reason to notify the buyer.
- For Cancelled status, you can view the reason for order cancellation by hovering over the "Cancelled" status.

Order – Order detail

Dashboard

My Trade

- Inquiries
- Inquiries cart
- Request for quotation
- Quotations
- Orders**
- Messages box
- Buying offer
- Support ▼
- My Account ▼

[Home](#) / [My Trade](#) / [Orders](#) / [Order detail](#)

Order

Date: 2025/04/17 10:49:46
Status: CANCELLED OD-HELANUTRITION-DALAVI-250417-002

Cancel reason
Please review the requested delivery date.

	<p>Freeze-Dried Cordyceps 10g</p> <p>Category: Mushrooms & Truffles</p> <p>Quantity: 1,000 Box / US \$19</p>
--	---

Total US \$19,000

Payment term	CAD
Shipping method	by air
Preferred Port	Ontario
Delivery Until	10 Apr, 2025

Ngoc Son Hoang
Sales Director

Company	DALAVI
Country	
City/Area	Dà Lạt
Address	27/6E Yersin, 10 ward
Phone	842633814814
Website	https://dacsandalat.com.vn/gioi-thieu/

List

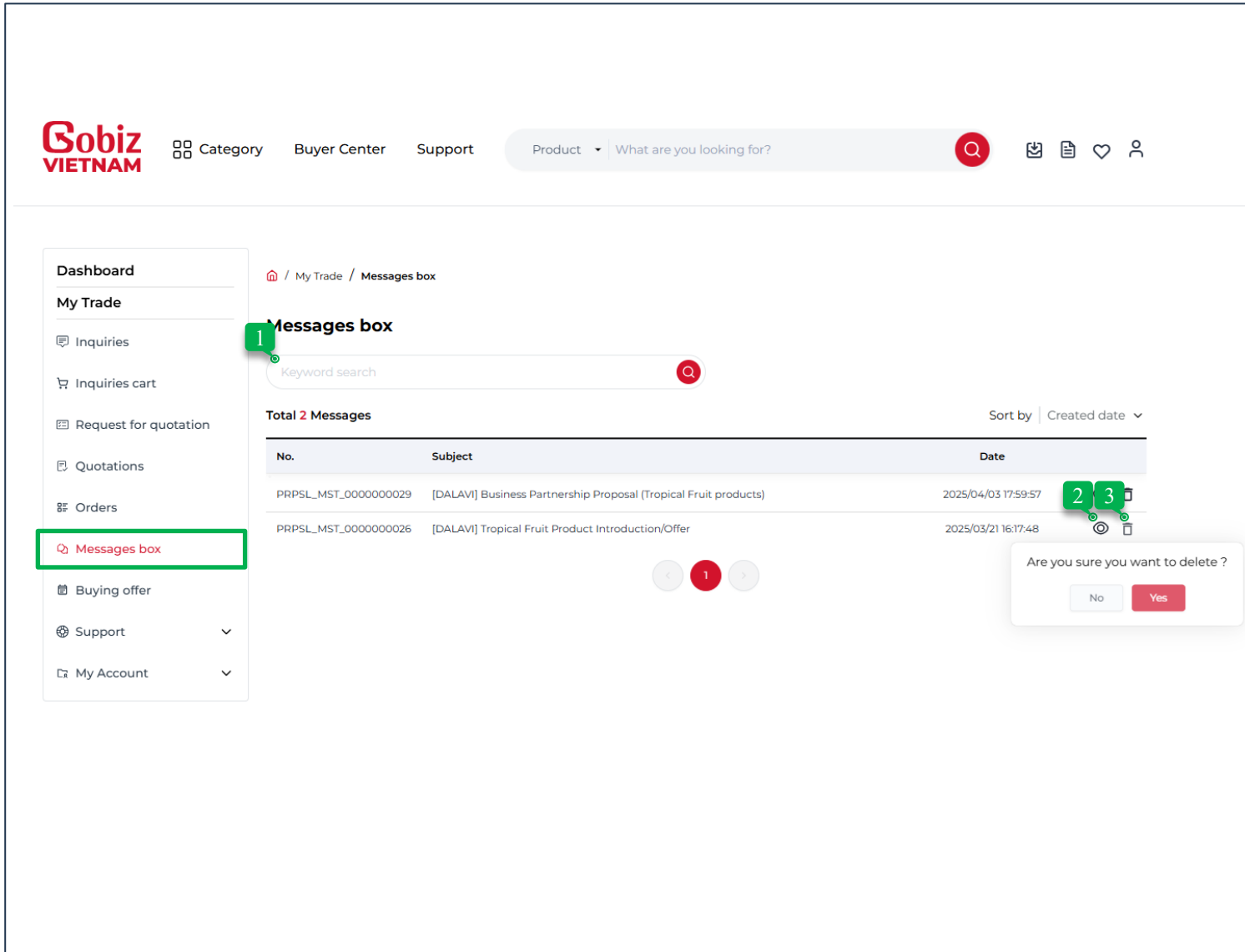
[Description]

This is the screen that displays detailed information of the order.

- You can view information such as order date, order status, order code, ordered product information, payment terms, shipping information, and seller information.
- In case the order has been canceled, there will be an additional section showing the reason for cancellation.

1. Click on 'List' to return to the order list screen.

Messages box – Message list

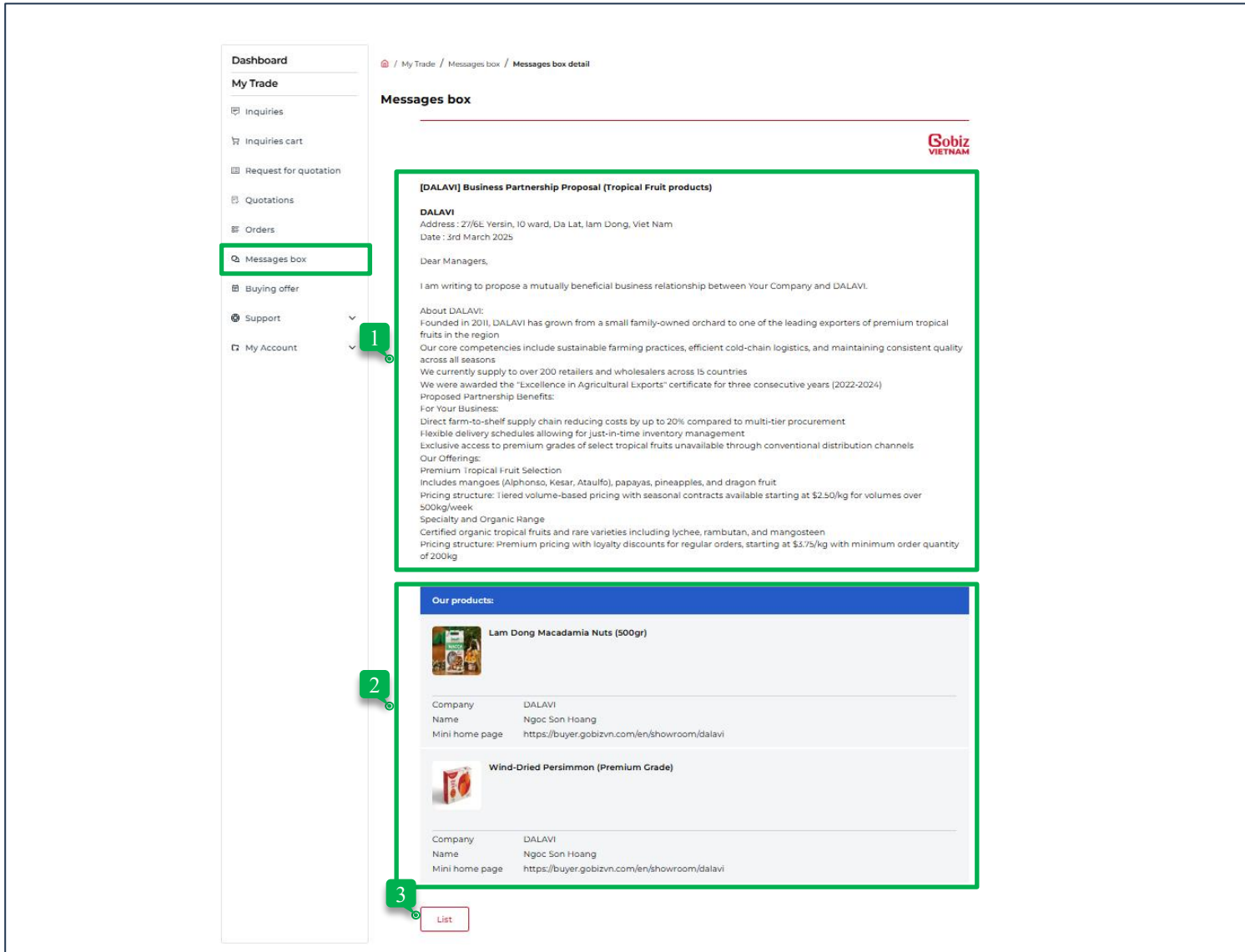


[Description]

This is the message list screen that the buyer receives from the seller.

1. Enter keywords to search for messages by criteria.
2. Click on the view icon (eye) to navigate to the detailed content screen of the message.
3. Click on the delete icon to delete a message. At this point, a confirmation prompt will appear, and the user can select "Yes" to complete the message deletion.

Messages box – Message detail



[Description]

This is the detailed message screen for transaction correspondence.

1. Displays the message content
2. Displays information about the corresponding product and seller information (company name, contact person name, mini website address)
3. Click on 'list' to return to the message list screen

Buying offer – Buying offer list

Buying offer

Search

Total 6 forms

Sort by: Creation date | Filter status by: All | + Add new

Category	Title	Effective date	Creation date	Is Public	Status
Nông nghiệp & Thực phẩm	Looking for test INT	2025-11-21 2025-11-23	2025/11/21 10:48:09	Yes	DISAPPROVED
Túi xách, Giày dép & Phụ kiện	Test public khác category	2025-11-21 2025-11-23	2025/11/21 10:46:33	Yes	COMPLETED
Điện tử	Home Buyer Offer Letter Sample	2025-11-21 2025-11-22	2025/11/21 09:48:20	No	PENDING
Nông nghiệp & Thực phẩm	OFFER TO PURCHASE REAL ESTATE	2025-11-21 2025-11-23	2025/11/21 09:47:12	No	COMPLETED
Nông nghiệp & Thực phẩm	Offer to Purchase - [Property Address]	2025-11-21 2025-11-22	2025/11/21 09:45:51	Yes	PENDING
Nông nghiệp & Thực phẩm	Looking for red dragon fruit suppliers	2025-11-30 2025-12-30	2025/11/21 09:44:47	No	APPROVED

Prev 1 Next

[Description]

This is the screen displaying the list of buying offers from the buyer.

1. Enter keywords to search for buying offers by criteria
2. Click to navigate to the detailed information screen of the buying offer
3. Display effective date of
4. Displays the public/private status of the buying offer
5. Displays the progress status of the buying offer:
 - Pending: The buyer has completed registration and is waiting for administrator approval to be displayed on the seller's website.
 - Approved: The buying offer has been approved by the administrator.
 - Disapproved: The buying offer has been rejected by the administrator.
 - Completed: The approved buying offer has been expired
6. Click to edit the content of the buying offer.
7. Click to delete the buying offer.
8. Click to navigate to the screen for registering a new buying offer.

Note: The buyer can only edit or delete buying offers that have been registered with 'Pending' status; they cannot edit or delete buying offers with 'Approved' or 'Cancelled' status.

Buying offer – Buying offer creation

Buying Offers

Gobiz Vietnam provides buying offer posting service for global buyers wish to receive contacts from the Vietnamese sellers.

01 Submit your buying offer 02 Posting your buying offer at seller central (Public) 03 Search for suitable suppliers by Admin (Private) 04 Get contacts of verified suppliers

1 **Category***
Please select

2 **Title***
Enter title

3 **Content***
Enter content...

4 **File attachment**
Upload

5 **Offer Visibility (Set Buying Offer as Public or Private)***
 Public Private

6 **Effective Date***
mm/dd/yyyy - mm/dd/yyyy

7 **Save**

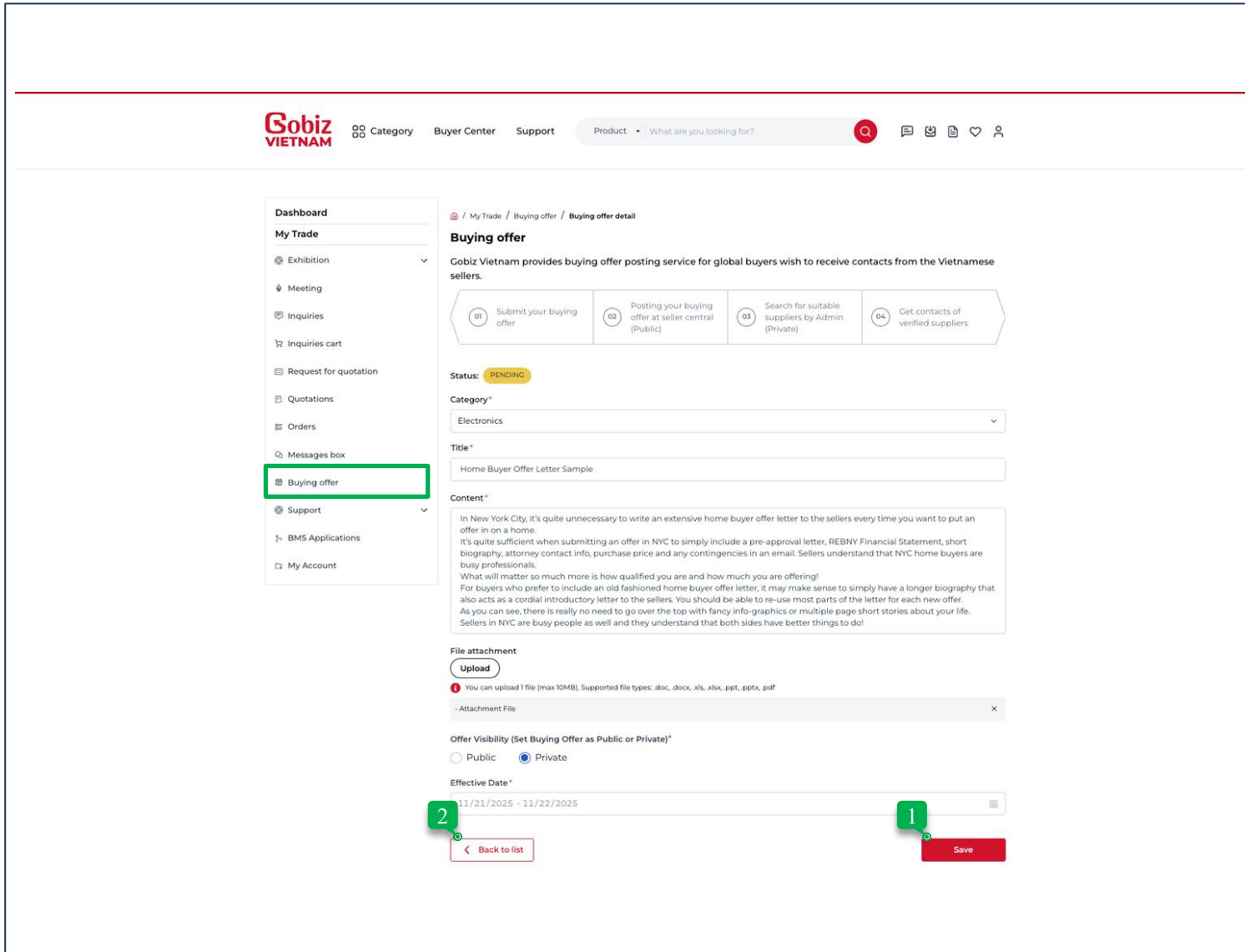
8 **Back to list**

[Description]

This is the screen allow buyer to create a new buying offer

1. Select category of the buying offer
2. Enter title
3. Enter detailed content description
4. Upload file attachment
5. Set visibility/accessibility
 - Public: After administrator approval, this buying offer will be publicly displayed on the seller's website, visible to all sellers
 - Private: After administrator approval, only sellers designated by the administrator will be able to view the corresponding buying offer
6. Select effective date of buying offer
7. Click on "Save" to complete the data entry and return to the buying offers list screen
8. Click on "List" to cancel the data entry and return to the buying offers list screen

Buying offer – Buying offer detail (pending)

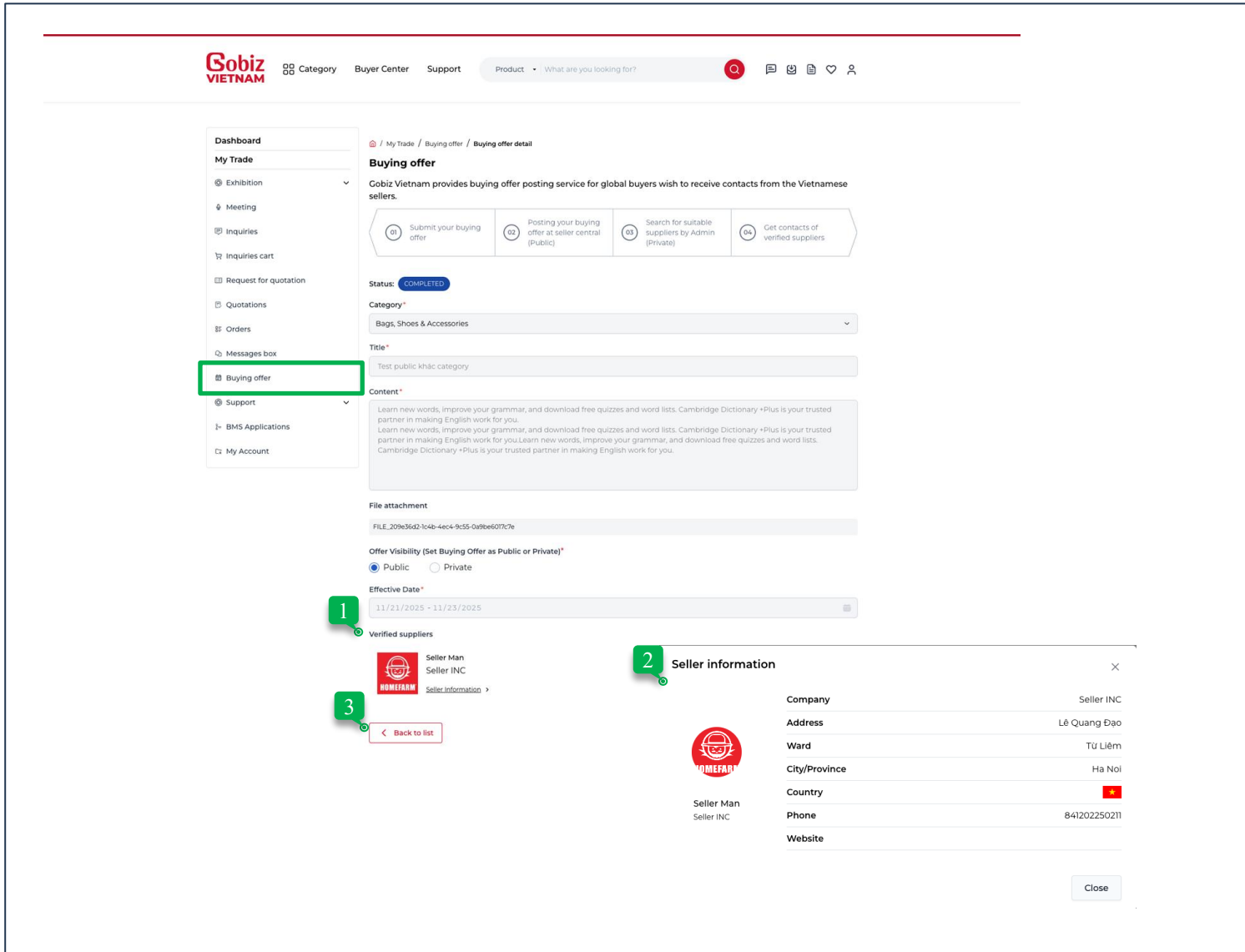


[Description]

This is the screen displaying the detailed information of the buyer's buying offer.

1. When the buying offer is in 'Pending' status, the buyer can make edits and click on 'Save' to save the changes
2. Click on 'List' to cancel the changes and return to the buying offers list screen

Buying offer – Buying offer detail (Approved)



[Description]

This is the screen displaying the detailed information of the buyer's buying offer.

1. When the buying offer is in 'Approved'/'Completed' status, the buyer can view information of all sellers whose buying offer application has been approved by admin (if have)
2. [Seller information popup]: Display seller information: Company, Address, Ward, City/Province, Country, Phone and website
3. Click on 'Back to list' to return to the buying offers list screen

Gobiz VIETNAM Category Buyer Center Support Product What are you looking for

Dashboard / My Trade / Support / Q&A

Q&A

Keyword search

Total 2 Q&A Sort by Created date + Add new

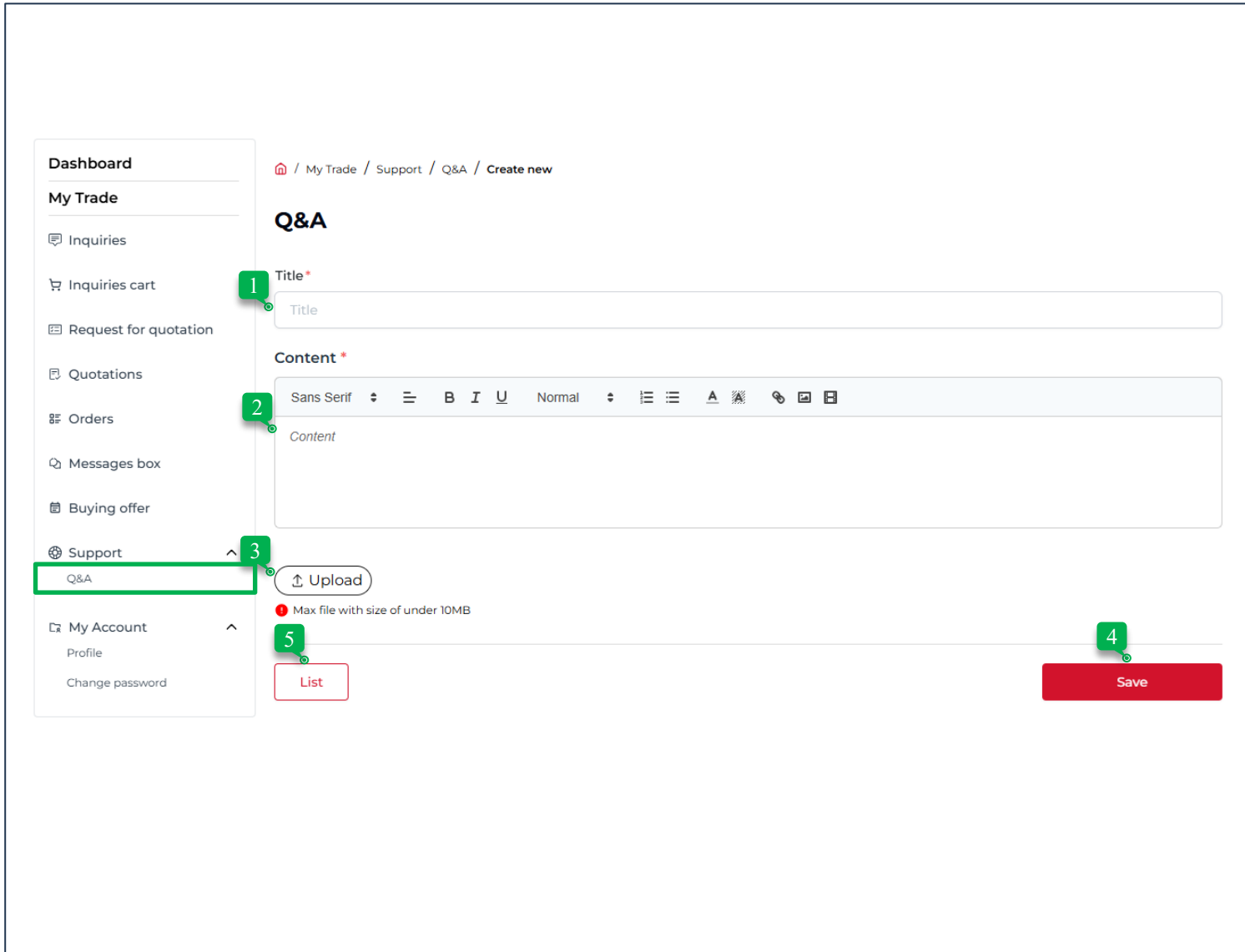
No.	Title	Writer	Status	Created at	Answered at
QNA_0000000032	Direct contact to seller	Stefano Smith	Waiting for answer	2025/04/17 15:23:23	-
QNA_0000000031	Visit seller factory	Stefano Smith	Answered	2025/04/17 15:21:55	2025/04/17 15:28:32

1 2 3 4

[Description]

This is the screen displaying the list of questions from the buyer to the administrator.

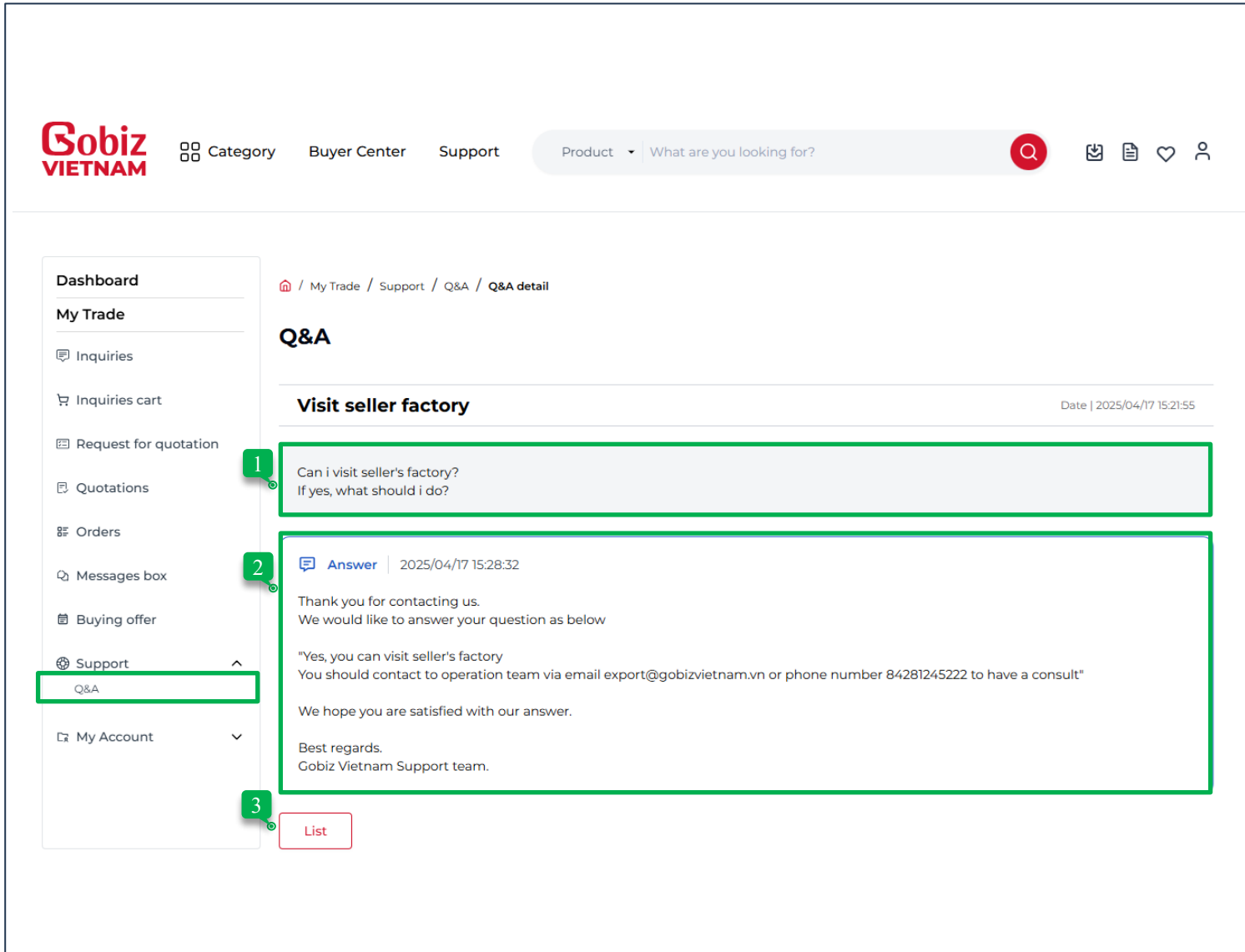
1. Enter keywords to perform a search for questions by title or content
2. Click on the title to navigate to the detailed question screen
3. Displays the answer status
 - Waiting for answer: Awaiting administrator response
 - Answered: Administrator has responded
4. Click on 'Add new' to navigate to the screen for creating a new question



[Description]

This is the question registration screen for administrators.

1. Enter the question title
2. Enter the question content
3. Click to attach files
4. Click 'Save' to complete the question registration and return to the question list screen
5. Click 'List' to cancel input and return to the question list screen

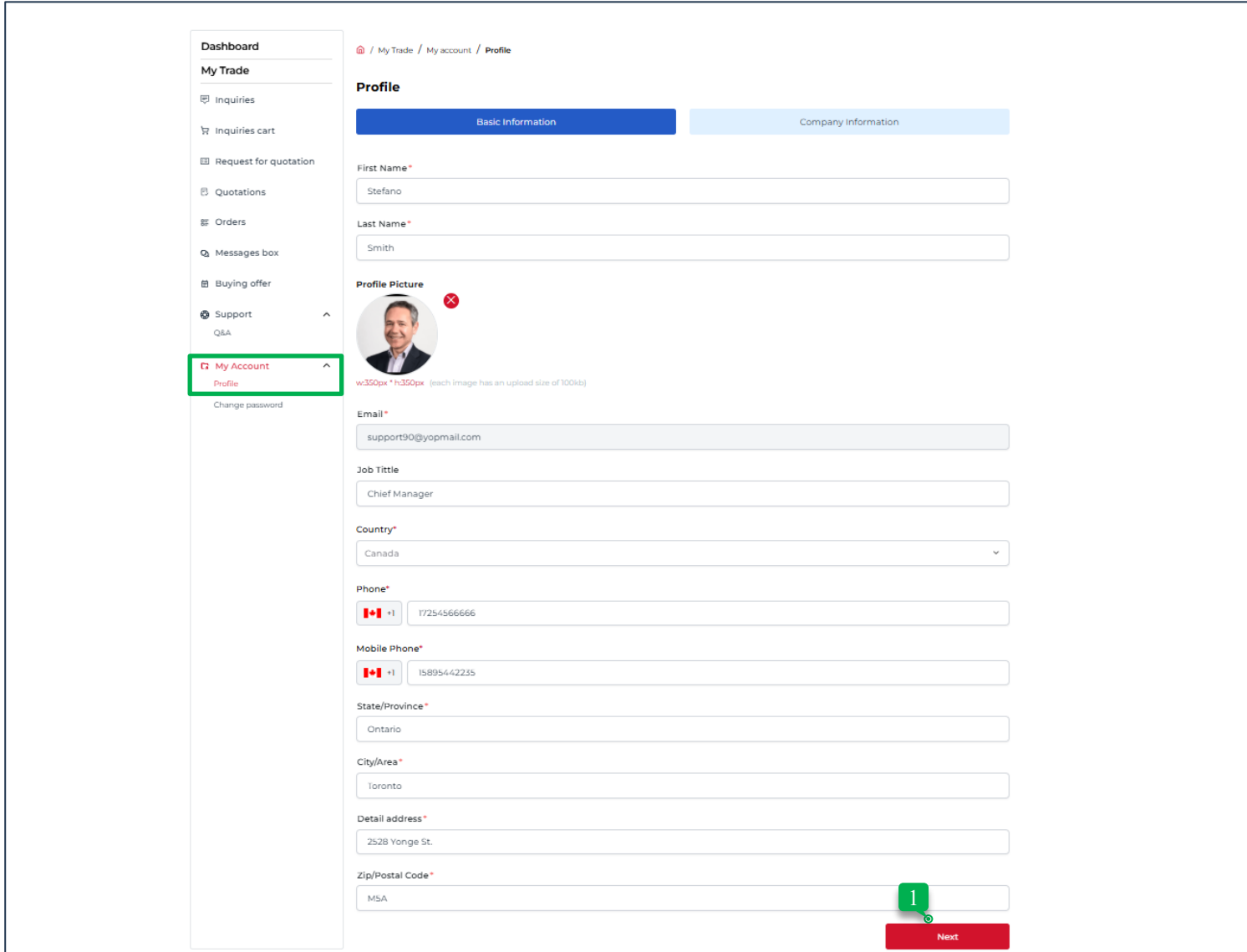


[Description]

This is the question and answer detail screen.

1. Displays the buyer's question
2. Displays the administrator's answer (If the status is 'Waiting for answer', this section will not be displayed)
3. Click 'List' to navigate to the question list screen

My Account – Profile – Basic information

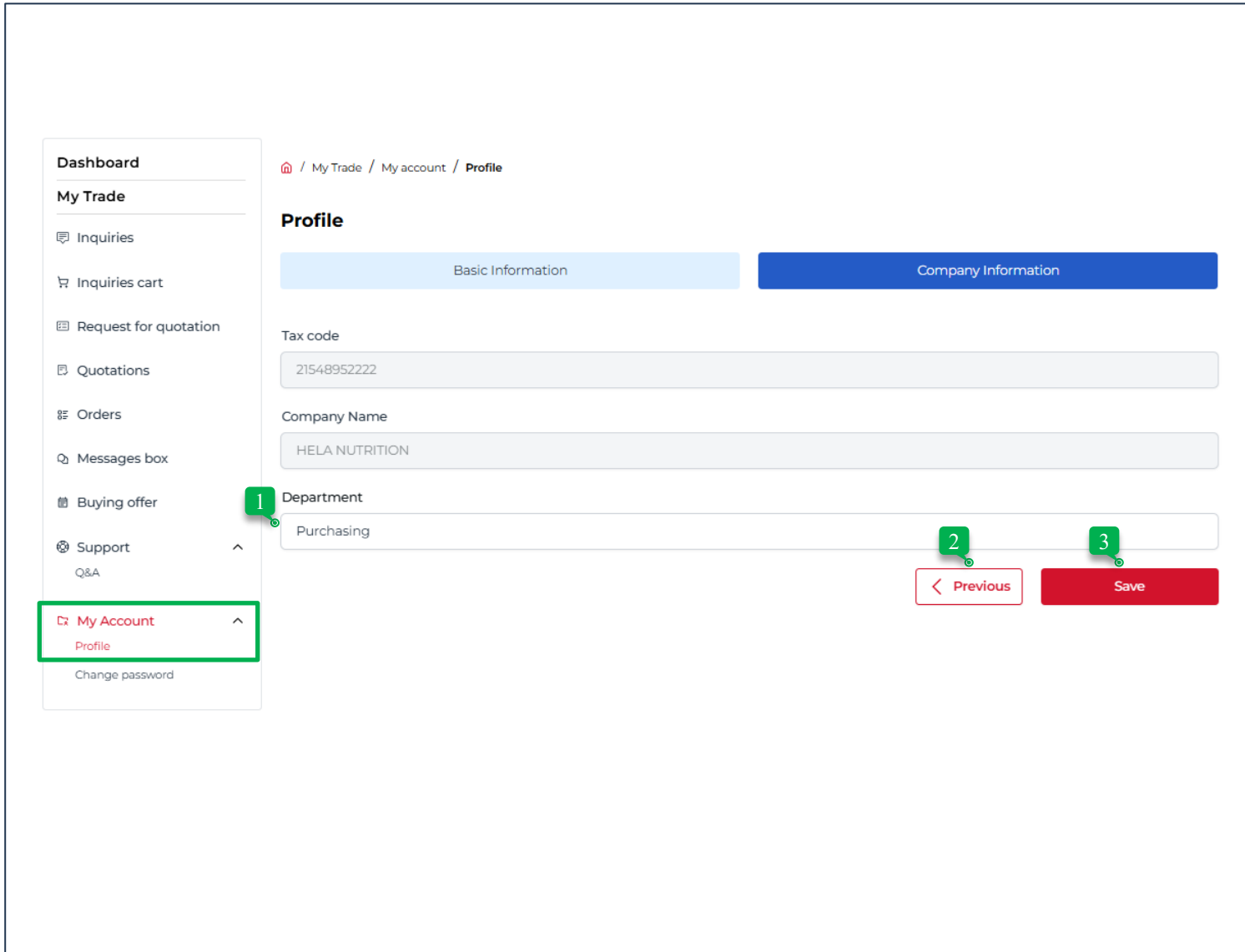


[Description]

This is the screen displaying the user's basic information.

You can upload a logo or edit information. After editing, click 'Next' to move to the Company information tab.

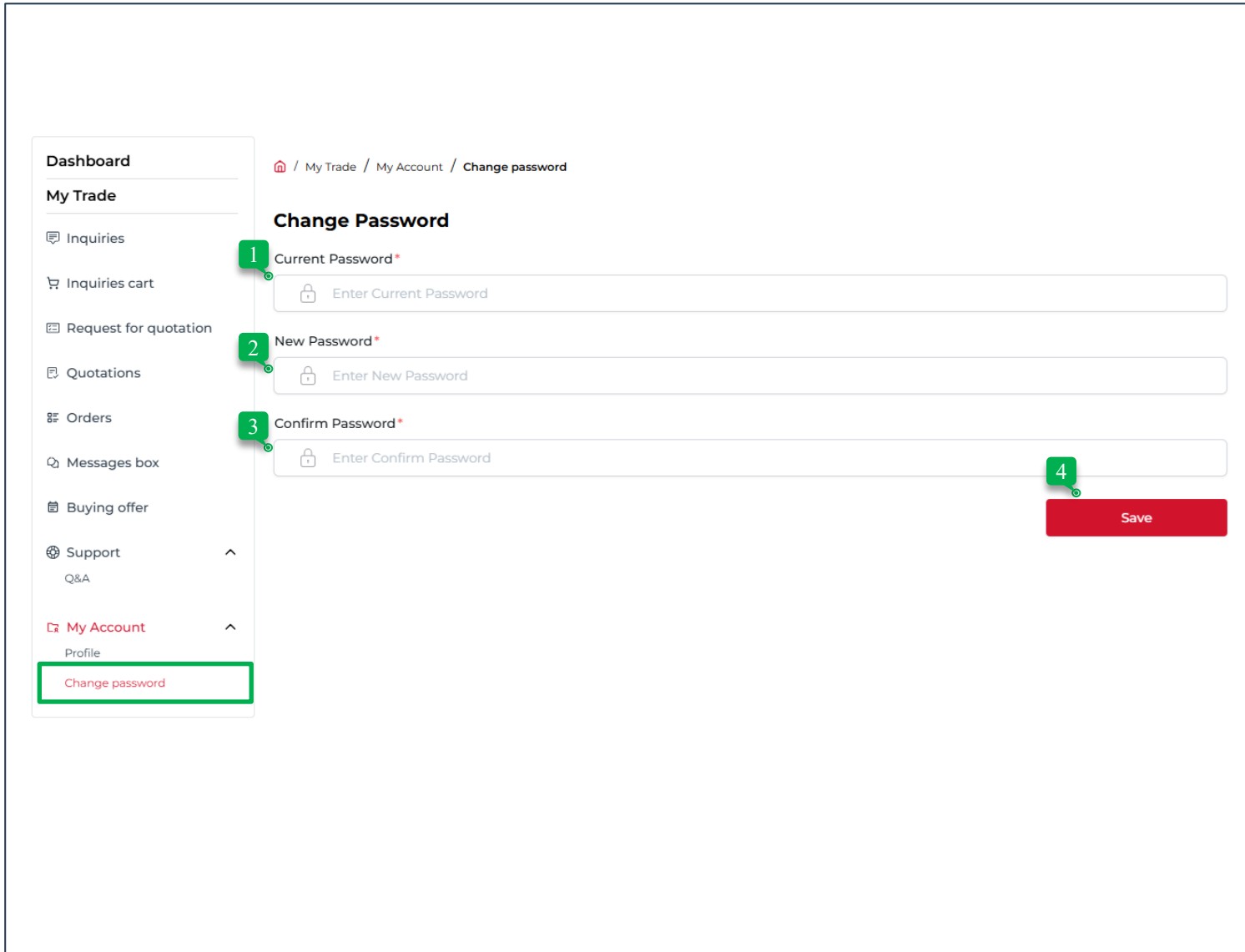
My Account – Profile – Company information



[Description]

This is the company information display screen.

- 1.You can edit department information.
- 2.Click 'previous' to return to the Basic information tab
- 3.Click 'Save' to save changes



[Description]

This is password reset screen.

1. Enter current password
2. Enter new password
3. Enter new password again to confirm
4. Click 'Save' to save the changed password

BMS Application Form (Before login)

The screenshot shows the 'BMS Application' form on the Gobiz Vietnam website. The form is divided into two main sections: 'Company & Contact Information' and 'Product Information'. The form includes various input fields, dropdown menus, and a file upload area. Numbered callouts (1-21) point to specific elements: 1-4 point to company contact details; 5-13 point to contact information; 14-18 point to product details; 19 points to the image upload area; and 20 points to the 'Submit' button. A 'List' button is also visible at the bottom left.

[Description]

This is the BMS application form (before login)
All fields marked with * must be completed

A- Company & Contact information

1. Enter business tax code of buyer's company
2. Enter company name
3. Enter website
4. Enter company introduction
5. Enter country
6. Enter State/Province
7. Enter City/Area
8. Enter Zip/Postal code
9. Enter detail address of buyer's company
10. Enter contact first name and contact last name of buyer's company
11. Enter phone number
12. Enter mobile phone number
13. Enter email address

B- Product information

14. Category: Select category of sourcing product
15. Enter product description
16. Enter estimated purchasing quantity
17. Select quantity unit
18. Enter product specification
19. Upload reference images
 - Can upload 7 images as maximum
20. After filling all required fields, click on button 'Submit' to submit the BMS application form and wait for admin approval
21. Click on button 'List' to view all BMS applications (applicant' names are hidden)

BMS Applications (All across the system)

[Description]

The screen displays all BMS applications across the system (applicant' names are hidden)

1. Buyer can filter BMS applications by status: Submitted/In progress/Done
2. Enter keywords to search for applications by product name
3. Click on button 'Add new' to open BMS application form

BMS Applications

Category Buyer Center Support Product - What are you looking for?

1 BMS Applications

2 All Submitted In Progress Done

3 Enter Product Name

Total 3 Sort by Created date + Add new

Applicant	Country	Buying product	Creation date	Status
bui*****	Singapore	classic wooden chair	2025/11/21 10:43:56	Submitted
bui*****	Singapore	Wooden single drawer	2025/11/21 10:43:27	Submitted
bui*****	Singapore	Chair to go	2025/11/21 10:43:00	Submitted

Prev 1 Next

BMS Application Form (After login)

[Description]

This is the BMS application form (after login)

All fields marked with * must be completed

A- Company & Contact information

1. Display buyer company information:

- Business tax code, company name, website, country, State/Province, City/Area, Zip/Postal code, detail address
- Contact first name, contact last name, phone number, mobile phone number and email address of buyer's company

2. Enter company introduction

B- Product information

3. Category: Select category of sourcing product

4. Enter product description

5. Enter estimated purchasing quantity

6. Select quantity unit

7. Enter product specification

8. Upload reference images

- Can upload 7 images as maximum

9 After filling all required fields, click on button

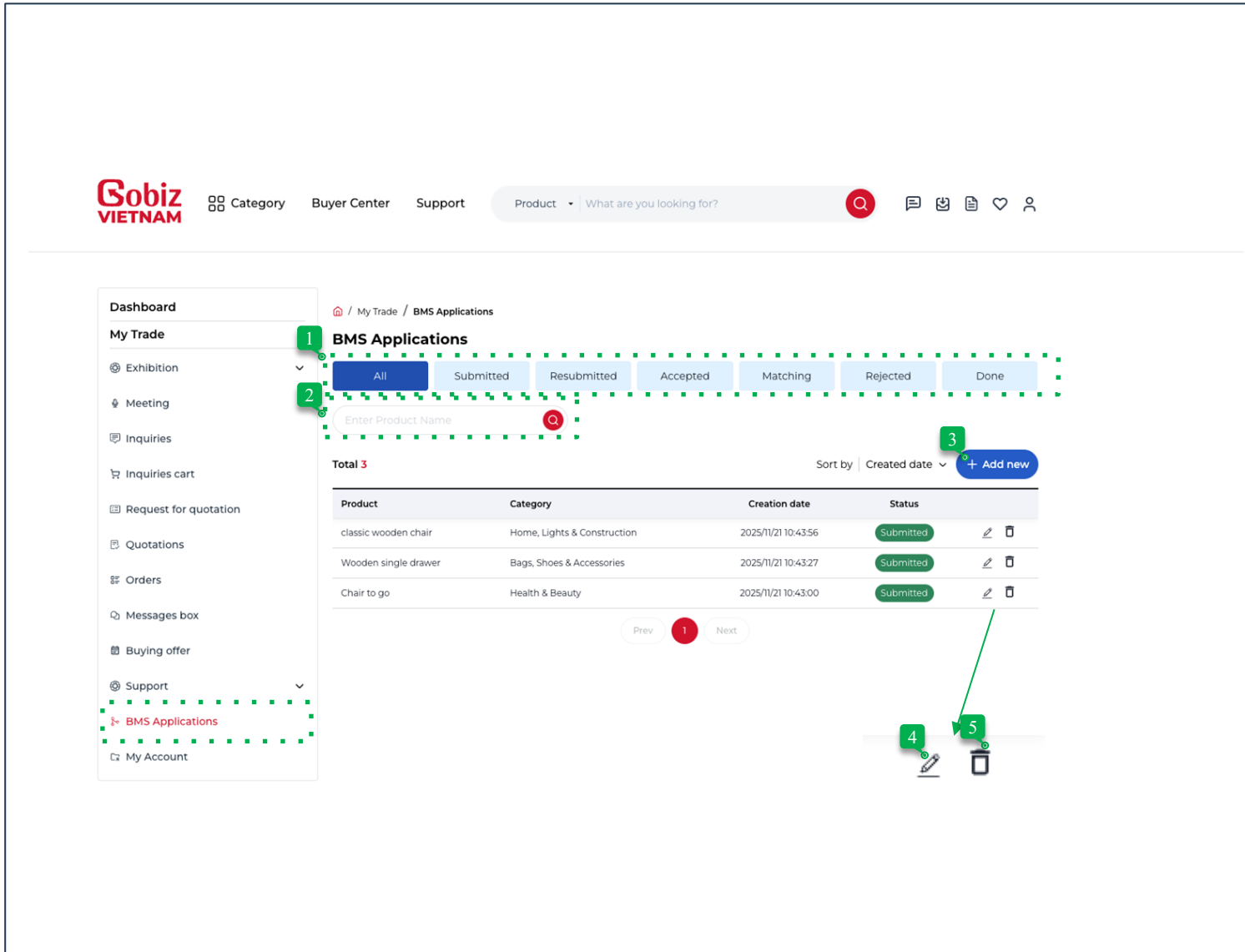
'Submit' to submit the BMS application form and wait for admin approval

10. Click on button 'List' to open BMS applications list screen.

BMS Applications (My trade)

[Description]

- The screen displays all BMS applications submitted by the account
1. Buyer can filter BMS applications by status: Submitted/Resubmitted/Accepted/Matching/Rejected/Done
 2. Enter keywords to search for applications by product name
 3. Click on button 'Add new' to open BMS application form
 4. Click on edit symbol to open BMS application detail
 5. Click on remove symbol and confirm 'Yes' to remove the submitted BMS application



Update BMS Application Form (Submitted, Resubmitted)

BMS Application
Please complete all required fields

Company & Contact Information

Business tax code
1234456677

Company name
Rose 25C

Website

Company introduction
Enter a description.

Country: Singapore | State/Province: Singapore | City/Area: | Zip/Postal Code: 10000

Detail address

Contact name
Lavin | Rose

Phone number*
+65 |

Mobile phone number*
+65 |

Email
buidiem+1@astratech.vn

Product Information

Category*
Home, Lights & Construction

Product description*
classic wooden chair

Estimated Purchasing Quantity: 0 | Quantity unit: Select unit

Product specification
Any Special requirements, Model No, Usage, Dimensions etc.

Reference image 0/7
Upload & Drag

1 Save

2 List

[Description]

With submitted/Resubmitted BMS application, buyer can update these information:

- Company introduction
 - Product information (Category, product description, Estimated Purchasing Quantity, Quantity unit, Product specification, Reference images)
1. Click on button 'Save' to save all updated information
 2. Click on button 'List' to back to BMS applications list screen

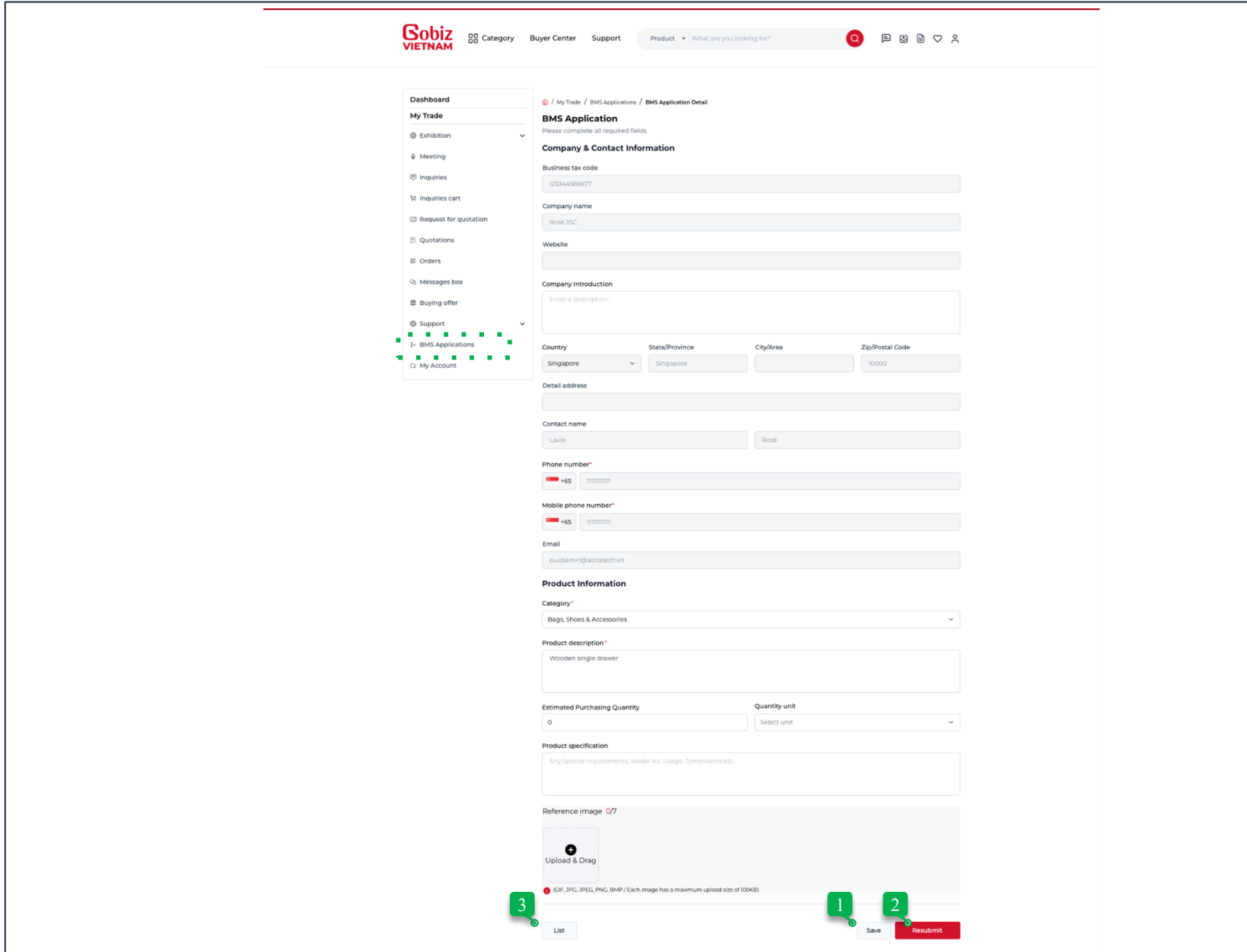
View BMS Application Form (Accepted, Matching, Done)

[Description]

This is the BMS application detail screen
 With Accepted/Matching/ Done application,
 buyer is not allowed to update any information

1. Click on button 'List' to back to BMS applications list screen

Update BMS Application Form (Rejected)



[Description]

This is the BMS application detail screen (status Rejected)

Buyer can update these information:

- Company introduction
 - Product information (Category, product description, Estimated Purchasing Quantity, Quantity unit, Product specification, Reference images)
1. Click on button 'Save' to save all updated information
 2. Click on button 'Resubmit' to save all updated information and resubmit the application form
 3. Click on button 'List' to back to BMS applications list screen

[Description]

This is email that buyers will receive when there is a matching is established in the inbound service

1. View information of all matching seller companies (company name, name of contact person, email, phone, address)

New Business Opportunities

Dear Ms. Dinh Huy Cuong,

We're Gobiz Vietnam Marketplace, Vietnam's leading B2B platform that connects international buyers with premium verified suppliers.

Following your recent inquiry, our matching team has identified suppliers who specialize in the exact products you're seeking. These trusted partners meet our strict quality standards and are ready to discuss how they can support your business goals with competitive solutions and reliable service.

1

Company:	Astra Technology Ltd.lcd
Contact Person:	Ms. Nguyen Thi Mai
Email:	mai.nguyen@excellence-mfg.com
Phone:	+84 987 789 765
Address:	86 Mễ Trì Hạ, Mễ Trì, Nam Từ Liêm, Hà Nội, Việt Nam

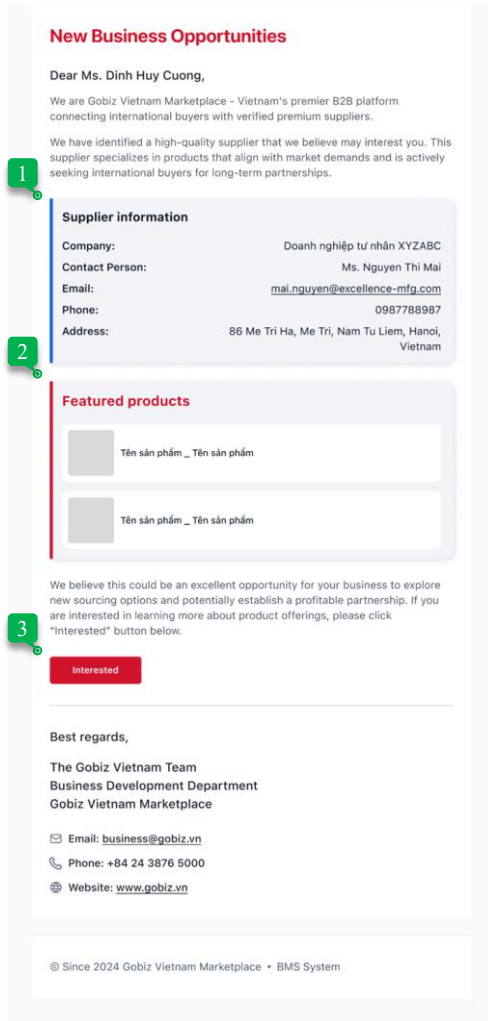
Company:	Astra Technology Ltd.lcd
Contact Person:	Ms. Nguyen Thi Mai
Email:	mai.nguyen@excellence-mfg.com
Phone:	+84 987 789 765
Address:	86 Mễ Trì Hạ, Mễ Trì, Nam Từ Liêm, Hà Nội, Việt Nam

Best regards,

The Gobiz Vietnam Team
Business Development Department
Gobiz Vietnam Marketplace

✉ Email: business@gobiz.vn
☎ Phone: +84 24 3876 5000
🌐 Website: www.gobiz.vn

© Since 2024 Gobiz Vietnam Marketplace • BMS System



[Description]

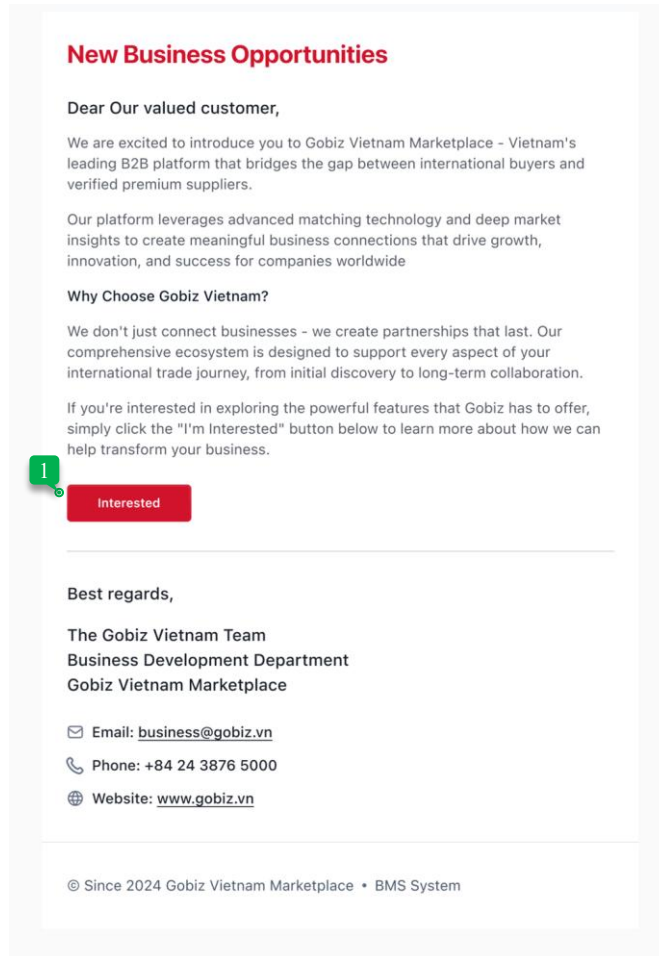
This is email that buyers will receive when there is a matching is established in the outbound service

1. View information of matching seller company (company name, name of contact person, email, phone, address)
2. View featured products
3. Click on 'Interested' button to redirect to thank you page

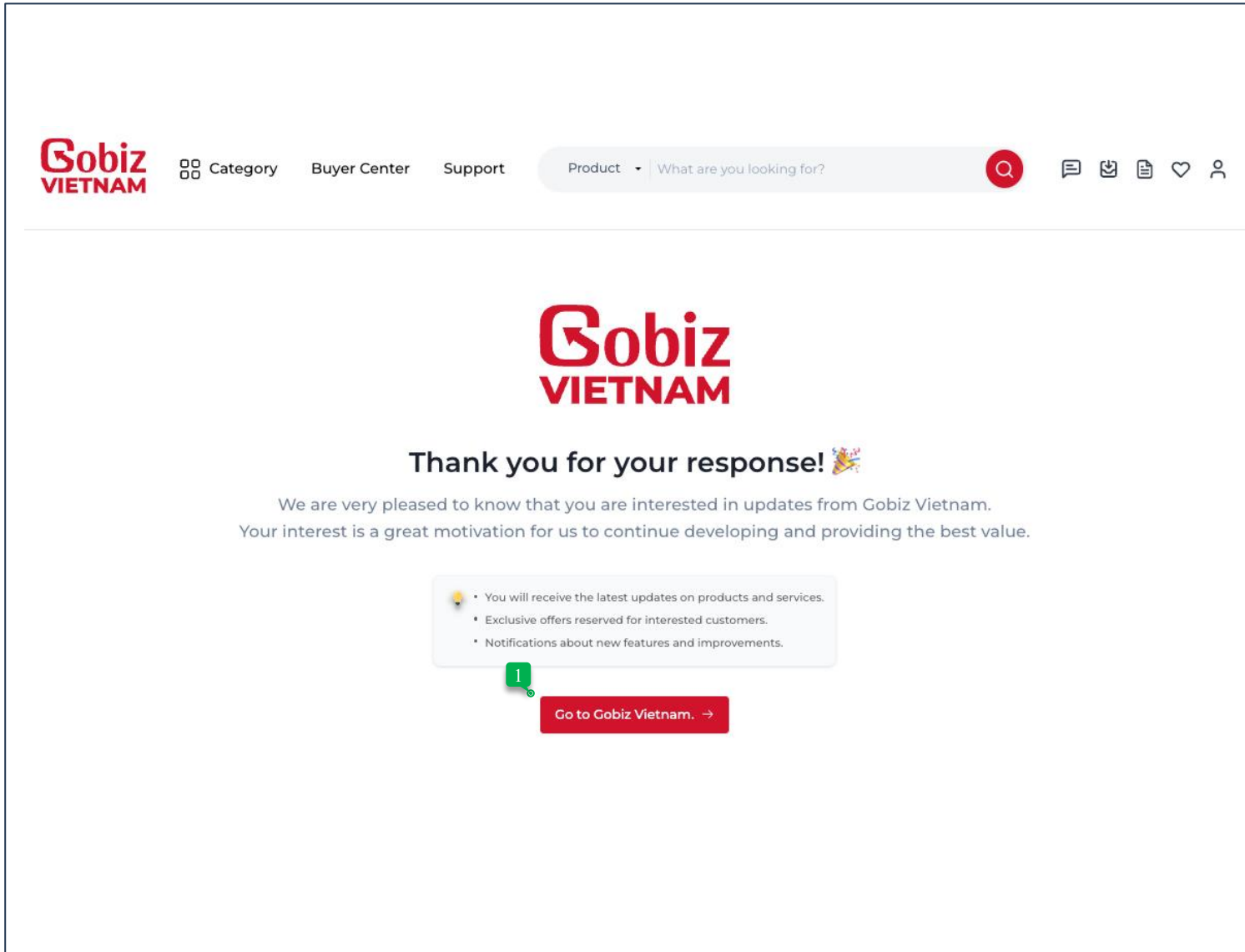
[Description]

This is email that buyers will receive when admin send a marketing email

1. Click on 'Interested' button to redirect to thank you page



Thank you page



[Description]

This is thank you page when buyers click on 'interested' button

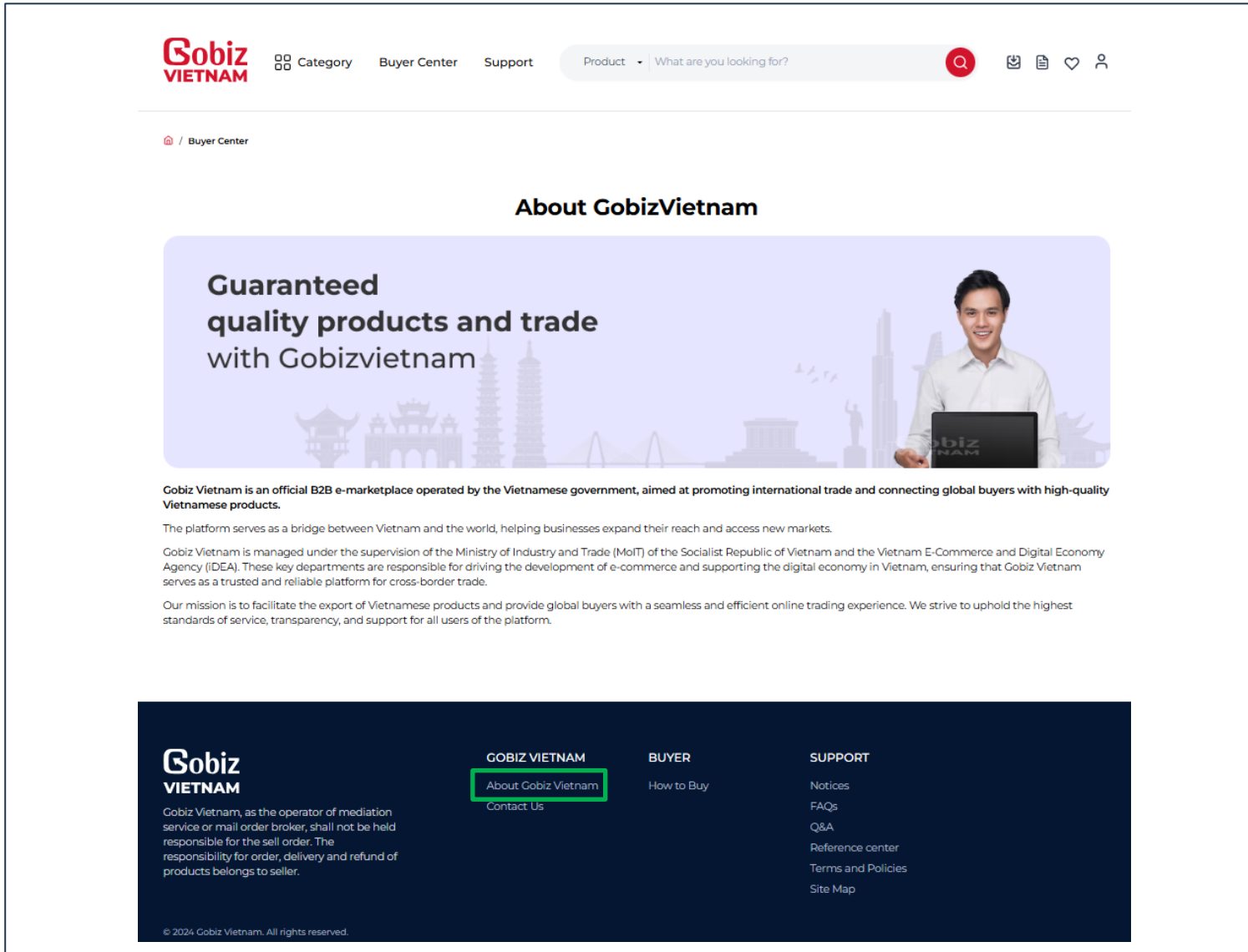
1. Click on 'Go to Gobiz Vietnam' to return to Gobiz Vietnam site

CHAPTER

XI

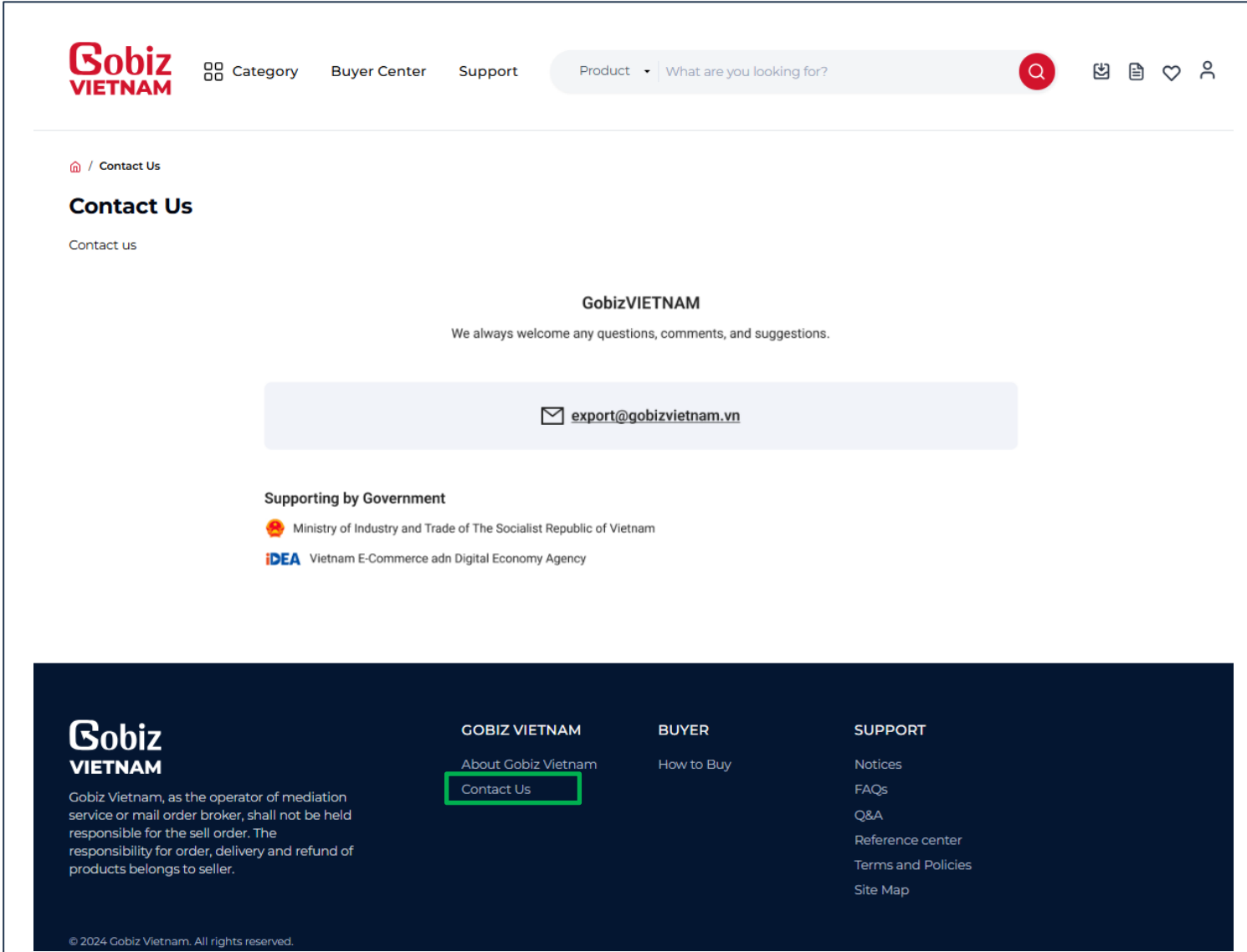
Support

About GobizVietnam



[Description]

This is the introduction screen for GobizVietnam.



[Description]

This is the screen displaying contact information of the administrator.

User can send questions, suggestions, and other content to the email address provided in this screen.

Notice – Notice list

Gobiz VIETNAM Category Buyer Center Support Product What are you looking for

Support / Notices

Notices

Total 3 notices

Keyword search

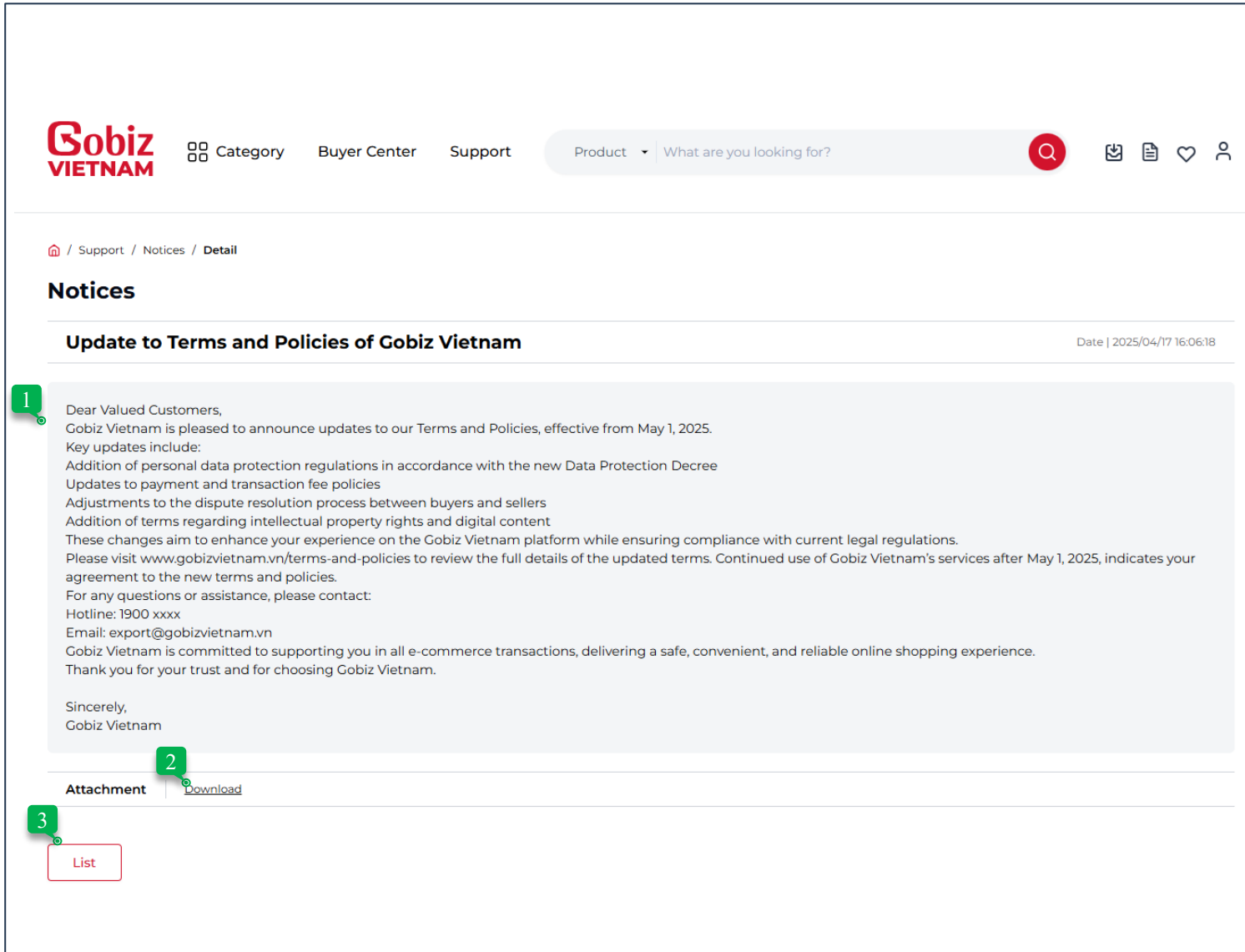
No.	Title	Attachment	Date
NOTI_MST_000000017	Update to Terms and Policies of Gobiz Vietnam		2025/04/17 16:06:18
NOTI_MST_000000013	Test attachment		2025/03/25 13:07:35
NOTI_MST_000000009	System Maintenance Notice		2024/12/09 11:17:51

[Description]

This is the screen displaying the list of notifications from the administrator.

1. Enter keywords to search for notifications by title or content
2. Click on the notification title to navigate to the notification detail screen
3. Click to download attached files.

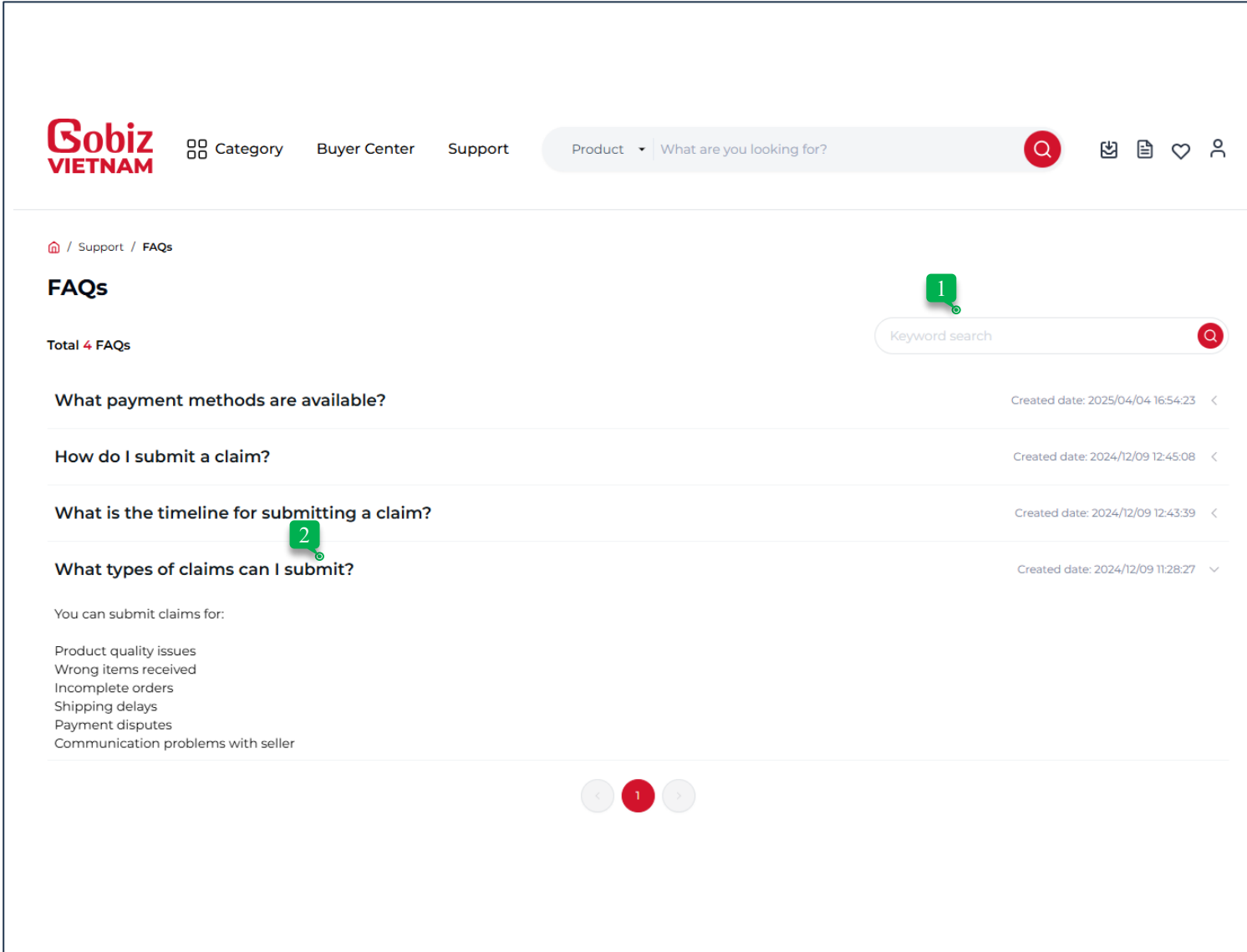
Notice – Notice detail



[Description]

This is the screen displaying the detailed content of a notification.

1. Displays the notification content
2. Click to download attached files
3. Click 'List' to return to the notification list screen

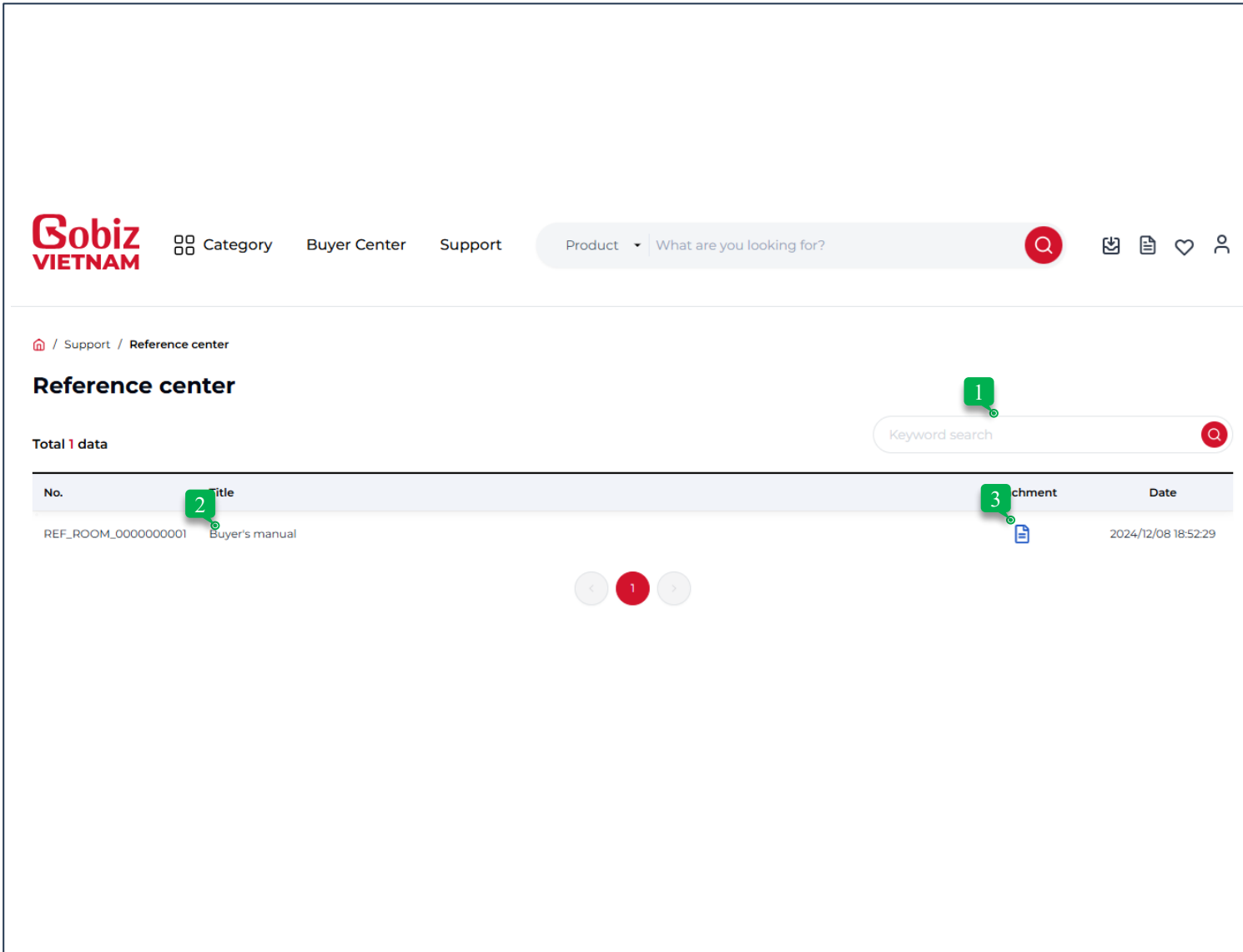


[Description]

This is the screen displaying the list of frequently asked questions.

1. Enter keywords to search by question or answer
2. Click on a question to view the corresponding answer below

Reference room – Document list

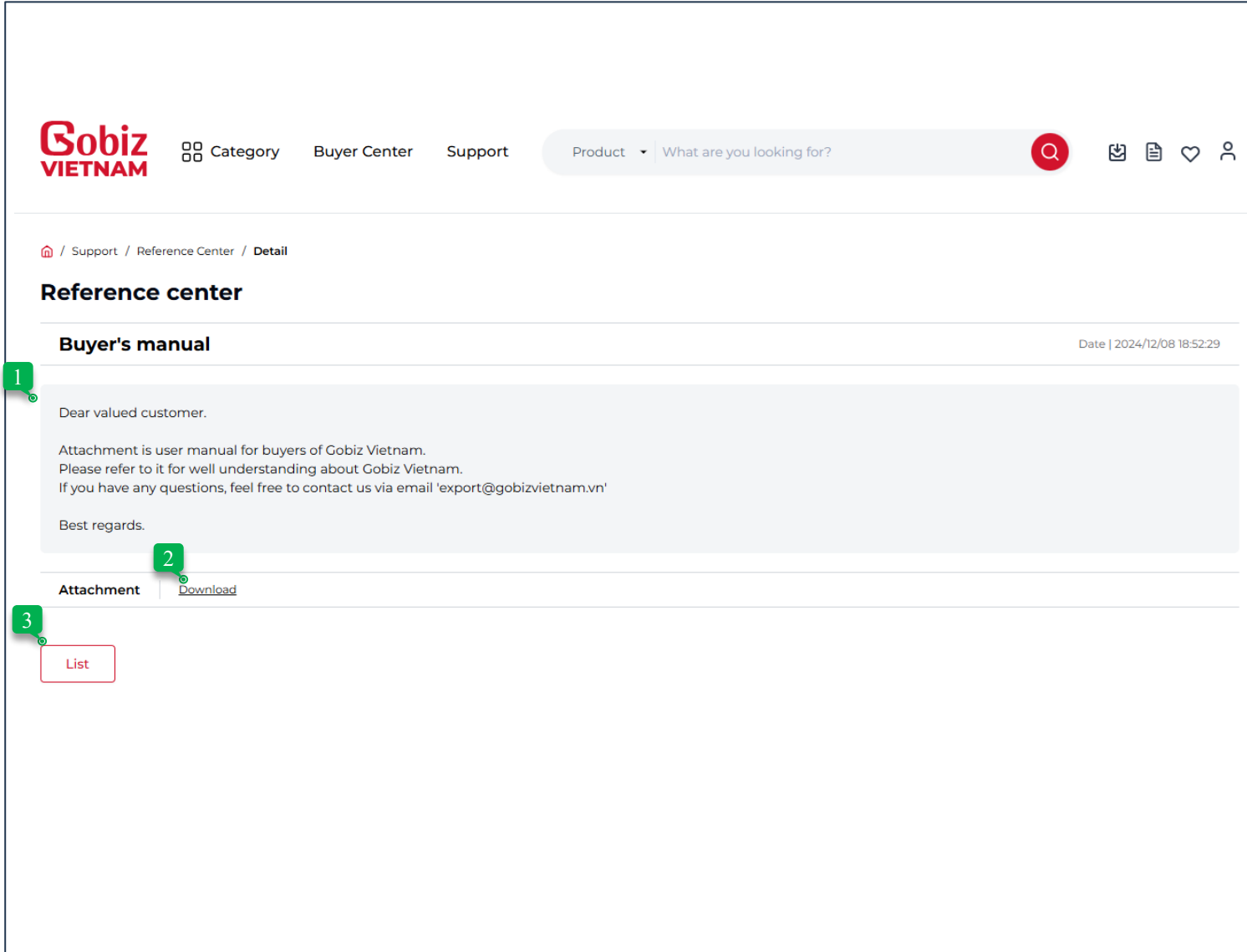


[Description]

This is the screen displaying the document list.

1. Enter keywords to search for documents by title or content
2. Click on the document title to navigate to the document details screen
3. Click to download the attached file

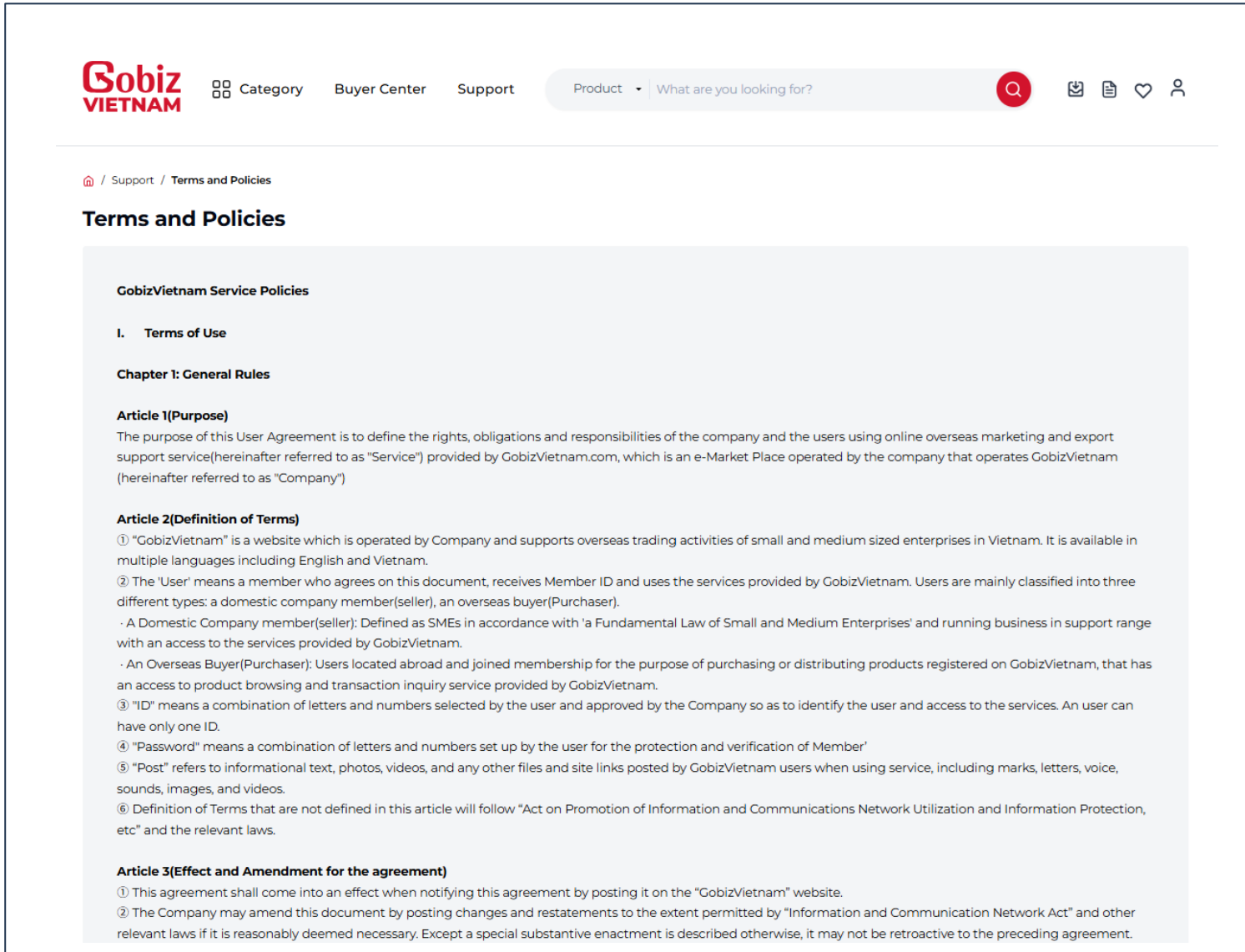
Reference room – Document detail



[Description]

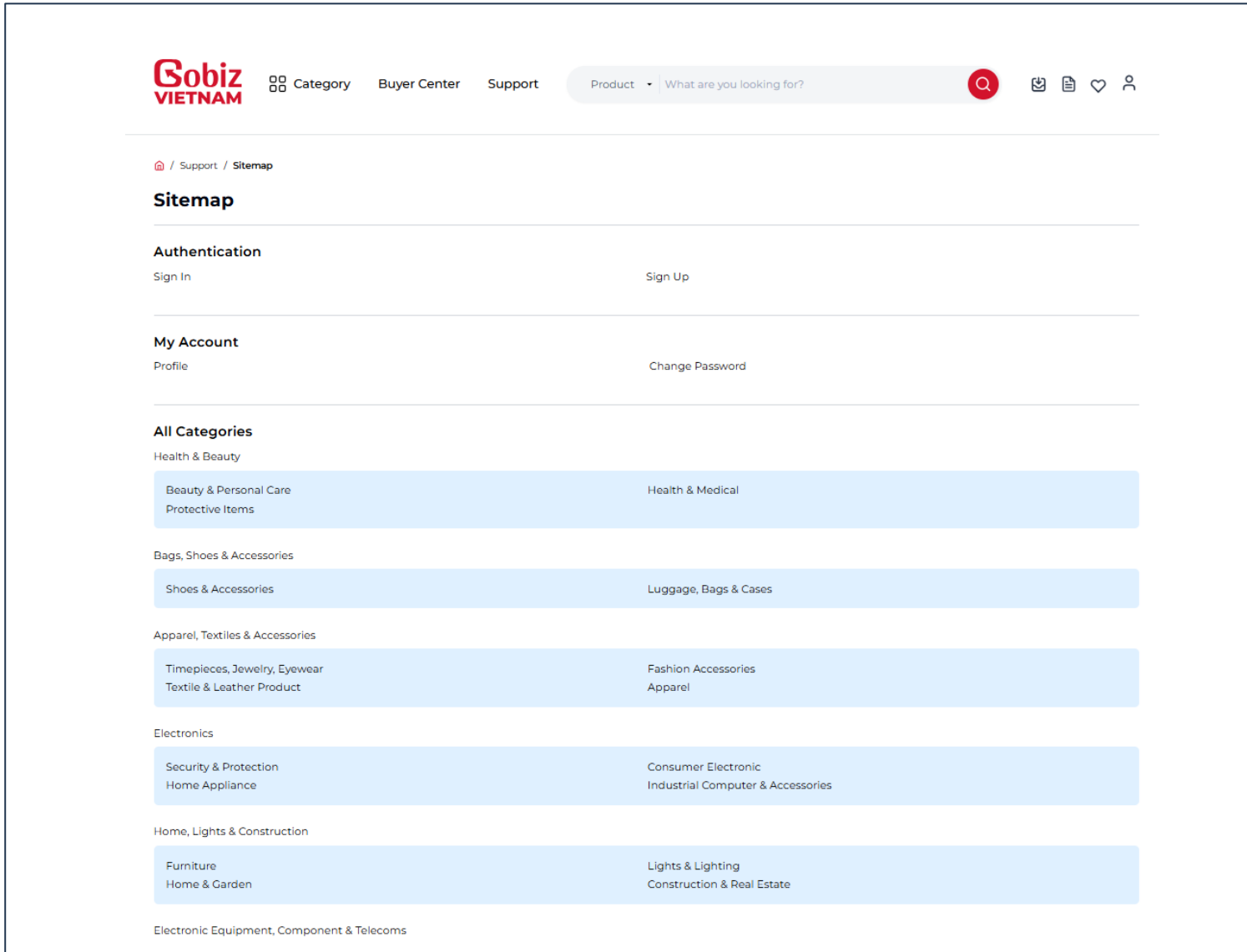
This is the screen displaying the document details.

1. Displays the document description content
2. Click to download the attached file
3. Click on 'List' to return to the document list screen



[Description]

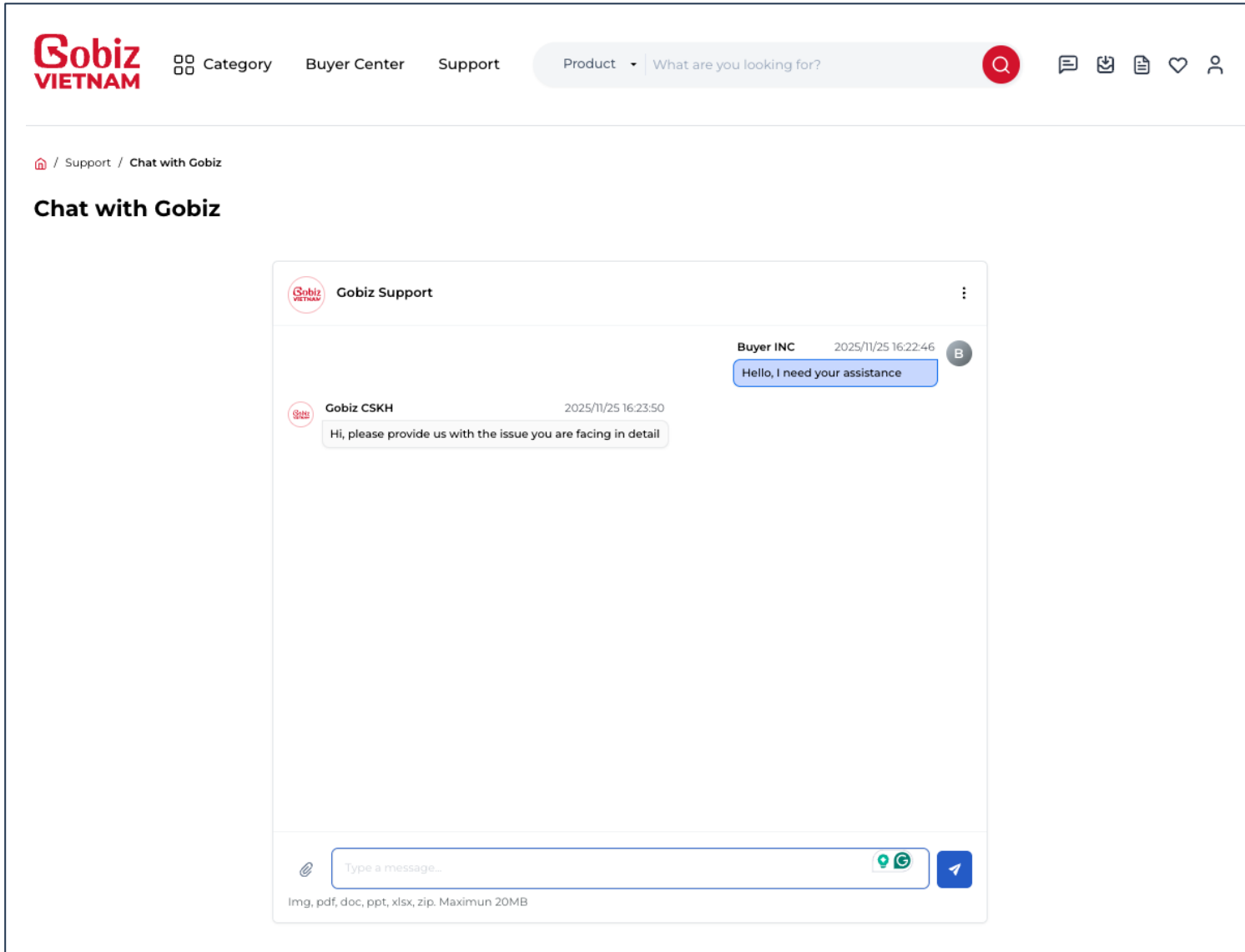
This is the screen displaying the terms and conditions for using Gobiz Vietnam.



[Description]

This is the screen displaying the complete system menu.

Users can click on any menu name to navigate to the corresponding screen for that menu.



[Description]

This is a direct messaging screen with the admin, allowing buyer to send/receive messages and attachments.



Thank you

