



User Guide for Epec's International Business Platform

——How to List Product

Home

Enter "global.epec.com" on your browser.

Select "Supplier" and click "Release/Manage Products" from "My Business".

The screenshot displays the website's interface with several key elements:

- Browser Address Bar:** Shows the URL `https://global.epec.com/`.
- Header:** Includes a navigation menu with "Current status : Supplier", "My Business", "Member center", "Help", "中文站", and "English".
- Supplier Store Registration:** A dropdown menu is open under "My Business", with "Release/Manage Products" highlighted.
- Navigation:** A secondary menu at the top features "Categories", "Home", "BRICS Pavilion", and "Contact Us".
- Hero Section:** A large blue banner for KROHNE with the tagline "measure the facts". Below it is a carousel slide for the "fact" series, featuring the text "Continuous flow measurement with air or gas entrainments in the medium" and "OPTIMASS series - technology driven by KROHNE".
- Product Grid:** A row of product tiles at the bottom, including "Casing", "Safety Barrier", "Fully Refined Paraffin Wax", and "Quarter-turn Actuator".

Add New Product Page

Categories

Home

BRICS Pavilion

Sinopec Made

News & Info

Epec Procurement Manager

Contact Us

My Business

Supplier Store Registration

Release/Manage Products

Add New Product

Manage Products

Add New Product

If no suitable category is found, you may contact your Epec Procurement Manager or contact our customer service at global.epec@sinopec.com.

Choose Category

Enter Product Information

Submit

Category Selected: Steel > H-beam > 010102 Hot-rolled

Select the category of products you want to add.

01 Steel

02 Colored metal and metallurgical furnace materials

>

0101 H-beam

0161 Anti-corrosion welded steel tube

0163 Metal products

>

010102 Hot-rolled ordinary carbon H-beam

>

010102 hxg

010102 ttt

010102 1111

010102 ceshi

Click "Add Product" to add single product.

Add Product

Click "Batch Upload" to upload products within the same category.

Batch Upload

Batch Upload Tip

The screenshot shows the 'Add New Product' interface. At the top, there is a navigation bar with 'Categories', 'Home', 'BRICS Pavilion', 'Sinopec Made', 'News & Info', 'Epec Procurement Manager', and 'Contact Us'. On the left, a sidebar titled 'My Business' contains links for 'Supplier Store Registration', 'Release/Manage Products', 'Add New Product', and 'Manage Products'. The main content area is titled 'Add New Product' and features a 'Tip' box with the text: 'You choosed:01Steel-0101H-beam--010102Hot-rolled ordinary carbon H-beam-010102hxg'. Below the tip box are two yellow buttons: 'Download Template' and 'Batch Upload'. At the bottom of the page, there are two more yellow buttons: 'Add Product' and 'Batch Upload'. Two callout boxes provide instructions: 'Click "Download Template" to get product template.' and 'Click "Batch Upload" to browse files on your local computer.'

Categories | Home | BRICS Pavilion | Sinopec Made | News & Info | Epec Procurement Manager | Contact Us

My Business

- Supplier Store Registration
- Release/Manage Products
- Add New Product
- Manage Products

Add New Product

Tip: You choosed:01Steel-0101H-beam--010102Hot-rolled ordinary carbon H-beam-010102hxg

Download Template | Batch Upload

Click "Download Template" to get product template.

Click "Batch Upload" to browse files on your local computer.

02 Colored metal and metallurgical furnace materials

0161 Anti-corrosion welded steel tube

0163 Metal products

010102 1111

010102 ceshi

Add Product | Batch Upload

Enter Product Information page

My Business

Supplier Store Registration

Release/Manage Products

Add New Product

Manage Products

Enter Product Information

Select the language you prefer to list your products. You can choose to fill product information in multiple languages. Platform will help you translate into other languages based on the information you provided.

ⓧ Please select the language you want to use to release your products.

Language: English Russian Spanish

• Basic Information

Enter basic information , Items marked with * are required.

*Product Name: EN No more than 160 characters

*Brand: EN No more than 40 characters

*Keywords: EN Other than the product name, attributes and brand to facilitate search. Separate with commas. No more than 160 characters.

*Reference Price: No more than 30 characters USD Negotiable

*Measurement Unit: metric ton

*Manufacturer: No more than 120 characters Keep confidential

Manufacturer Country:

Enter Product Information page

☰ Categories

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BRICS Pavilion

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News & Info ▾

Epec Procurement Manager

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My Business

Supplier Store Registration

Release/Manage Products

Add New Product

Manage Products

Enter Product Information



Categories Selected: Steel > H-beam > 010102 Hot-rolled ordinary carbon H-beam

ⓘ Please select the language you want to use to release your products.

Language: English Russian Spanish

• Basic Information

If multiple languages are selected, please fill in required boxes for each language.

*Product Name:	EN	No more than 160 characters
	RU	No more than 160 characters
	ES	No more than 160 characters
*Brand:	EN	No more than 40 characters
	RU	No more than 40 characters
	ES	No more than 40 characters
*Keywords:	EN	Other than the product name, attributes and brand to facilitate search. Separate with commas. No more than 160 characters.

Enter Product Information page

*Country of Origin:

*BRICS Product: Yes No

*Product image: jpg,500px*500px,not exceeding 1M,,up to 5

Upload at least one image.
Supporting format : JPG, height : 500 pxs, width : 500 pxs, image size should not exceed 1M/image.



• Delivery Terms

Select the delivery term.

Accepted Delivery Terms: ALL EXW FCA FOB CFR CIF CPT

CIP DAT DAP DDP

Accepted Currencies: USD EUR JPY GBP CNY RUB AUD

Accepted Payment Methods: T/T(Telegraphic Transfer) L/C(Letter of Credit) D/P(Document against Payment)

• Properties

*Width:	EN	<input type="text"/>
*Test:	EN	<input type="text"/>
*Name:	EN	<input type="text"/>
*CaiZhi:	EN	<input type="text"/>
*YiHou:	EN	<input type="text"/>





• Specifications

fh:	EN	<input type="text"/>
Test1:	EN	<input type="text"/>
bz:	EN	<input type="text"/>
12:	EN	<input type="text"/>

Enter product properties and specifications.

Enter Product Information Page

- **Detailed Information** * (You may click the three buttons below to start editing.)

 Title  Text  Image (jpg, png,height <= 700px, width = 900px, size <= 1M)  Delete

You may provide product detail information here, including features, function, usage, and logistics.

Provide product detail information, including features, function, usage, and logistics.

- **Manufacturer Information** * (You may click the three buttons below to start editing.)

Enter Product Information Page

- **Specifications** (xlsx, docx, pdf, jpg or png, not exceeding 10M)

Upload Attachments



- **Technical Appendix** (xlsx, docx, pdf, jpg or png, not exceeding 10M)

Upload Attachments



Upload list of specifications and technical appendix. Size file should not exceed 10M/file. Supporting formats: xlsx, docx, pdf, jpg and png.

- **Product Listing Management**

List Immediately Upon Approval Do not List Upon Approval

Choose whether to list product upon approval.

Back

Click "Back" to return to product category page, and information will be lost if it is not saved.

Save

Click "Save" to save the product information.

Submit

After completing the product information, You can submit the products for approval by clicking "Submit".

Product Preview Page

Categories

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Release/Manage Products

Add New Product

Manage Products

Preview

Language

English



EN-NAF-Duball DL ball valve

Unit:metric ton

Price:USD 1000

Brand:EN-NAF Control Valve Flowserve

Manufacturer: DalianCuihuaji

Country of Origin: Albania

You can choose to preview the product information in other languages.

Add to My Cart

Submit RFQ

Contact Us



Details

Manufacturer Info

Specifications

Technical Appendix

Accepted Delivery Terms:FCA

Accepted Currencies:JPY

Accepted Payment Methods:L/C(Letter of Credit)

Product Management Page

Categories

Home

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My Business

Supplier Store Registration

Release/Manage Products

Add New Product

Manage Products

Click "Manage Products" to manage the added products.

Manage Products

Category:

Product Name:

Review Status: All

Specifications:

Submitted On:

Country of Origin:

Manufacturer:

Product Status: All

Properties:

Approved On:

Enter or select appropriate filter criteria to filter the added products.

Search

Reset

Export

Click "Export" to download the filtered product information in excel format.

Submit

Add Listings

Remove Listings

Delete

Copy Product

Add Product

No

Info

Review Status

Status

Translation Status

Option

1



Platform will help you translate product's information in English, Russian, Spanish, Products will be displayed in corresponding language after the translation.

Approved On: 2018-02-13 10:01

EN->RU:
Translated
EN->ES:
Translated

[Unlist](#)
[Modify](#)
[Preview](#)
[History](#)

Product Management Page

My Business

- Supplier Store Registration
- Release/Manage Products
- Add New Product
- Manage Products

Manage Products

Category:

Country of Origin:

Product Name:

Manufacturer:


Review Status:

Product Status:

Properties:

"Review Status" includes 5 following status.
"Drafts" added or modified product information are saved but are not yet submitted for approval;
"Pending" products have been submitted for review;
"Approved" status refers to the status that the products have been approved;
"Refused" products have not been approved;
"All" shows all status.

"Product Status" includes 4 following status.
"Listed" products have been listed;
"Unlisted" products have not been listed;
"Frozen" products have been frozen are in the "Unlisted" status, and they are not shown in search result;
"All" shows all status.

<input type="checkbox"/>	1		Category:hxg Manufacturer:DalianCuihuaaji Update On: 2018-02-13 10:01 Submitted On: 2018-02-13 09:58 Approved On: 2018-02-13 10:01	Approved	Listed	EN->RU: Translated	EN->ES: Translated	Unlist Modify Preview History
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Product Management Page

My Business

- Supplier Store Registration
- Release/Manage Products
- Add New Product
- Manage Products**

Manage Products

Category: Country of Origin:

Product Name: Manufacturer:

Review Product Status:

Specific Properties:

Submitted Approved On:


When product is in "Drafts" status, you can click "Submit" to submit the checked products for approval.

Add listing of selected products by clicking on "Add Listings", remove listing of selected products by clicking on "Remove Listings", or delete them by clicking on "Delete".

Click "Add Product" to add a new product.

Click "Copy Product" to copy the selected products.

Please check the box before you click "Submit", "Add Listings", "Remove Listings", "Delete" or "Copy Product".

<input type="checkbox"/> No	Info	Review Status	Status	Translation Status	Option
<input type="checkbox"/> 2	 Product Name: ru fabu en ru es-en xiugai1 Category: hxg Manufacturer: DalianCuihuaji Update On: 2018-02-13 09:41 Submitted On: App		Drafts	Unlisted	Edit Preview History

With "Drafts" status, you can edit and preview the products.

Thank you!

Contact Us: global.epec@sinopec.com