UNITED ARAB EMIRATES MINISTRY OF ENERGY & INFRASTRUCTURE



User Manual

Contract Value Change Request

3.2 V 2025

- 1. Open MOEI website: <u>https://www.moei.gov.ae</u>
- 2. Click on "LOGIN" on the header

	UNITED ARAB E MINISTRY OF E	MIRATES NERGY & INFR						<u>م</u>	Q	٢	🌐 Languages
6	About Ministry	Services	Knowledge Center	Media Center	Open Data	Digital Participation	Contact Us				
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3. Then it will redirect you to the Login page, you can login using UAE PASS.

	🖗 Sign in with UAE PASS
	OR
	Don't have an account?
	Sign up with UAE PASS
A single	trusted digital identity for all citizens, residents and visitors.
For r	nore information please check the user manual from Here

4. After entering the OTP, Beneficiary will be navigated to the page where they can view all the

Services.

	•	[Q Search for something
分 Home My Applications License Serv	ices ∨ Project Extension		오 Consultant 🧔 🛣 EN 🗸
	Integrated smart and proactive digit Providing integrated smart digital services is for the needs of the public, make them happy and leave customer's journey by reducing the required docum Read more	al services e Ministry of Energy and Infrastructure a t them with a positive impression. The I ients, facilitate procedures, using modern	top priority as it seeks to meet the Ministry has been developing the technologies, and putting in pla
Services and Processes	Q Search by a service	Iskan Bun	ndle Order Status My Favorites
🔹 Sheikh Zayed Housing Programme 🗸			
Land Transport Services	Sheikh Zayed Housing S Programme	<u>Sheikh Zayed Housing</u> Programme	Sheikh Zayed Housing Programme
Maritime Transport Services V	Housing Assistance Request	Reconsideration For Housing Assistance Decision Request	Postponing Or Reducing Housing Assistance Instalment Request
🔛 Infrastructure Services 🗸 🗸			

5. Click here to view the Service Cards



6. Click here to Start the Contract Value Change Request

	Integrated smart and proacti Providing integrated smart digital service needs of the public, make them happy customer's journey by reducing the requi	ve digital services es is for the Ministry of Energy and Infrastructr and leave them with a positive impression. red documents, facilitate procedures, using mo	ure a top priority as it seeks to meet the The Ministry has been developing the odern technologies, and putting in pla
Services and Processes	Q Search by a s	Iska	n Bundle Order Status My Favorites
Sheikh Zayed Housing Programme			
Housing Services(10)	Sheikh Zayed Housing Programme	Sheikh Zayed Housing Programme	Sheikh Zayed Housing Programme
Consultants Services(10)	Opening A File For Housing Assistance Implementation	Period Extension	Contract Value Change Request
Contractor Services(2)			
Land Transport Services	Start Service \rightarrow	Start Service →	Start Service →
Aaritime Transport Services	Sheikh Zayed Housing	Sheikh Zayed Housing	Sheikh Zayed Housing
Infrastructure Services	Contract End Request	Programme Maintenance Request	Programme New Consultant Registration
Geological and Petrol Services			

7. Click here to enter the application number

UNITED ARAB EMIRATES MINISTRY OF ENERGY & INFRASTRUCTU	KE (2)		Q Search for something
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Home / Contract Value Chan	^{ge Request} ange Request		Discard Submit
Request Details	Contract Value Change Request Select Application SZ241015170041	Beneficiary Name	Contract Amount
	SZ241015170041	Initial House Delivery Date	Updated House Delivery Date -
-ihr	Project End Date	Beneficiary Share	New Beneficiary Share * Enter Here AED
	Project Extension Date	Number of Months	Number of Days
	Select Date E	Enter Here	Enter Here

8. Click here to enter the beneficiary share value

1 Request Details	Contract Value Change Request						
	Select Application	Beneficiary Name	Contract Amount				
	\$Z241015170041 V	Sowjanya Reddy	3.1 M AED				
	Aid Amount	Initial House Delivery Date	Updated House Delivery Date				
	800,000 AED	26-Mar-2025	26-Mar-2025				
	Project End Date	Beneficiary Share	New Beneficiany Share *				
	26-Mar-2026	2.3 M AED	Enter Here 2 AED				
	Project Extension Date	Number of Months	Number of Days				
	Select Date	Enter Here	Enter Here				
	Remarks *						
	Enter Remarks Here						

9. Click here to enter the date

1 Request Details	~ <	м	ar 20	25		> >>		
	Su Mo	Tu	Wa	Th	Er	Co.		
	23 24	25	26	27	28	1	Beneficiary Name	Contract Amount
	2 3	4	5	6	7	8	Sowjanya Reddy	3.1 M AED
	9 10	11	12	13	14	15	Initial House Delivery Date	Updated House Delivery Date
	16 17	19	19	20	21	22	26-Mar-2025	26-Mar-2025
	23 24	25	26	27	28	29	Beneficiary Share	New Beneficiary Share *
	30 31	1	ę	3	4	5	2.3 M AED	10000 AED
			Today				Number of Months	Number of Days
	26 Mar, 2	025				8	Enter Here	Enter Here
	Remarks *							
	Enter Rem	arks H	ere					

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10.	Click	here	to	enter	number	of	months
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1 Request Details	Contract Value Change Request								
	Select Application	Beneficiary Name	Contract Amount						
	SZ241015170041	Sowjanya Reddy	3.1 M AED						
	Aid Amount	Initial House Delivery Date	Updated House Delivery Date						
	800,000 AED	26-Mar-2025	26-Mar-2025						
	Project End Date	Beneficiary Share	New Beneficiary Share *						
	26-Mar-2026	2.3 M AED	10000 AED						
	Project Extension Date	Number of Months	Number of Days						
	26 Mar, 2025	0	0						
	Remarks *								
	Enter Remarks Here								

11. Click here to enter number of days

1 Request Details			
	Contract Value Change Reque	est	
	Select Application	Beneficiary Name	Contract Amount
	SZ241015170041	Sowjanya Reddy	3.1 M AED
	Aid Amount	Initial House Delivery Date	Updated House Delivery Date
	800,000 AED	26-Mar-2025	26-Mar-2025
	Project End Date	Beneficiary Share	New Beneficiary Share *
	26-Mar-2026	2.3 M AED	10000 AED
	Project Extension Date	Number of Months	Number of Days
	26 Jan, 2026	E 10	: .
	Remarks *		
	Enter Remarks Here		

Contract Value Change Request

12. Click here to enter the remarks

	Select Application S2241015170041 V	Beneficiary Name Sowjanya Reddy	Contract Amount 3.1 M AED
	Aid Amount 800,000 AED Project End Date	Initial House Delivery Date 26-Mar-2025 Beneficiary Share	Updated House Delivery Date 26-Mar-2025 New Beneficiary Share *
	26-Mar-2026	2.3 M AED	10000 AED
	Project Extension Date 08 Mar, 2027	Number of Months	Number of Days
	Remarks *		
riler			
The Ministry Usi	ng the website Information	and References	
About the ministry Siter	nap support	Regulations	تواصل 171

13. Click here to Submit the Application

Home / Contract Value Change	e Request		
Contract Value Cha	nge Request		Discard
Request Details	Contract Value Chapter Descu	ant.	
	Contract value change Requi	531	
	Select Application	Beneficiary Name	Contract Amount
	SZ241015170041	Sowjanya Reddy	3.1 M AED
	Aid Amount	Initial House Delivery Date	Updated House Delivery Date
	800,000 AED	26-Mar-2025	26-Mar-2025
	Project End Date	Beneficiary Share	New Beneficiary Share *
	26-Mar-2026	2.3 M AED	10000 AED
	Project Extension Date	Number of Months	Number of Days
	08 Mar, 2027	23	10

4

14. Click on My Applications to view the applications



15. Here the user can view the status of the applications

	UNITED ARAB EMIRATES MINISTRY OF EMERGY & INFRASTR	UCTURE			Q. Search for something			
	G Home My Applicatio	ns License Services 💛	Project Extension		🔍 Consultant 🔎 🖧 EN 🗸			
	Home / My Applications							
	Total Records : 18					2		
	Application Number	Request Type 1	Requested Date 11	Requested By 1	Status 11	Work Flow		
	CONCR_283	Contract Value Change Application	25-0ct-2024	Sowjanya	Requested Contract Signing	o/*		
	AGREE_3035	Open File Application	25-0ct-2024	Samara Simha Reddy	Draft	(o/*)		
	AGREE_3030	Open File Application	25-Oct-2024	Sowjanya Reddy	Approved	0/*		
-vilio-	HNDOVER_723	Individual Housing Initial Handover	23-0ct-2024	Sai Rohit	Submitted	(o/*)		
	PAY_RE0_1070	Final Payment request	22-0ct-2024	Shubham Rathi	Approved	(o/*)		
	INFRA_482	Infrastructure License Application	21-0ct-2024	Consultant	Under Review	(o)		
6	PAY_RE0_1060	Payment Request	10-Oct-2024	Sai Rohit	Submitted	(or		

16. Logout as Consultant and login as both Beneficiary and Contractor to approve the Contract

Value Change Request

UNITED ARAB EMIRATES MINISTRY OF ENERGY & INFRASTR	UCTURE				Q Search for something
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Home / My Applications					Q My Profile 1⊕ Switch Profile 3 ² My Companies
Total Records : 18					€+ Logout 2
Application Number	Request Type 🍴 🔡	Requested Date 11	Requested By 🏥 📑	Status 11	Work Flow
CONCR_283	Contract Value Change Application	25-Oct-2024	Sowjanya	Requested Contract Sign	ning or
AGREE_3035	Open File Application	25-0ct-2024	Samara Simha Reddy	Draft	01°
AGREE_3030	Open File Application	25-0ct-2024	Sowjanya Reddy	Approved	(o/*)
HNDOVER_723	Individual Housing Initial Handover	23-0ct-2024	Sai Rohit	Submitted	(n)
PAY_REQ_1070	Final Payment request	22-0ct-2024	Shubham Rathi	Approved	(o/*)
INFRA_482	Infrastructure License Application	21-0ct-2024	Consultant	Under Review	(o/*)
PAY_REQ_1060	Payment Request	10-Oct-2024	Sai Rohit	Submitted	(arr

17. Open MOEI website: https://www.moei.gov.ae

18. Click on "LOGIN" on the header



19. Then it will redirect you to the Login page, you can login using UAE PASS. As Beneficiary

	Sign in with UAE PASS
	OR
	Don't have an account?
	🔞 Sign up with UAE PASS
A single t	trusted digital identity for all citizens, residents and visitors.
For m	ore information please check the user manual from Here

20. Click on My Applications to view the applications

UNITED ARAB EMIRATES MINISTRY OF ENERGY & INFRASTRUCTURE	۲			Q Search een sent successfully
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21. Click on the Contract Value Change Request application

UNITED ARAB EMIRATES MINISTRY OF ENERGY & INFRASTRUE	UNITED ARAB EMINATES MINISTER OF ENERGY & INFRASTRUCTURE					
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Home / My Applications						
Total Records : 7					ĉ	
Application Number 1	Request Type 🍴 🕴	Requested Date 11	Requested By 11	Status 1	Work Flow	
- CONCR. 283	Contract Value Change Application	25-Oct-2024	Sowjanya	Requested Contract Signing	or?	
AGREE_3030	Open File Application	25-0ct-2024	Sowjanya Reddy	Approved	o/*	
SZ241015170041	Housing Application	15-Oct-2024	Sowjanya Reddy	Approved	o/*	
CANCEL_REO_721	Cancel Application	04-Oct-2024	Sowjanya Reddy	Approved	0/*	
SZHP_2517	Housing Application	04-Oct-2024	Sowjanya Reddy	Approved	o/*	
INFRA_378	Infrastructure License Application	16-Sep-2024	Sowjanya Reddy	Approved	(art)	
11004 077	Infrastructure License					

22. Click here to Approve the Contract Value Change Request

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🞧 Home	My Applications			ر	Q Sowjanya Reddy 💭	ដ្តិ EN V
Contra	Contract Value Change Reque	st Request			Back	Approve
40 Year	Sowjanya Reddy 784-1989-XXXXXXXX & rs (F)	Eile No.	Application Type Contract Change Request	Submitted On 25-Oct-2024	Requested Contra	ct Signing
Ве	neficiary Amount has been chang	ed from 2.3 M AED to 10,000 AED and Project	Extension Date has been chan	ged from 26-Mar-2025 to 08-	Mar-2027.	
ike Re	iquest Details	Contract Value Change Request				
		Beneficiary Name Sowjanya Reddy	Contract Amount 3.1 M AED		Aid Amount 800,000 AED	
		Initial House Delivery Date	Updated House Delive	ery Date	Project End Date	

23. Click on Okay

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A0 Years (F) Sowjanya Reddy 784-1989-XXXXXXX X III 60 Piquenth							
Beneficiary Amount has been changed f	rom	Okay Cancel	3-Mar-2027.				
Request Details	Contract Value Change Request						
	Beneficiary Name Sowjanya Reddy	Contract Amount 3.1 M AED	Aid Amount 800,000 AED				
	Initial House Delivery Date	Updated House Delivery Date	Project End Date				

24. Logout as Beneficiary and login as Contractor to approve the Contract Value Change Request

	UNITED ARAB EMIRATES MINISTRY OF INERCY & INFRASTRUC	TURE	Q Search for s	something		
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	Total Records : 7				C→ Logout	2
	Application Number 11	Request Type †	Requested Date 11	Requested By 1	Status 1	Work Flow
	CONCR_283	Contract Value Change Application	25-0ct-2024	Sowjanya	Requested Contract Signing	01 ⁺
	AGREE_3030	Open File Application	25-Oct-2024	Sowjanya Reddy	Approved	~*
	<u>SZ241015170041</u>	Housing Application	15-Oct-2024	Sowjanya Reddy	Approved	0/*
-vlv-	CANCEL_REO_721	Cancel Application	04-Oct-2024	Sowjanya Reddy	Approved	٥٨
	SZHP_2517	Housing Application	04-Oct-2024	Sowjanya Reddy	Approved	o/*
	INFRA_378	Infrastructure License Application	16-Sep-2024	Sowjanya Reddy	Approved	01
e	INFRA_377	Infrastructure License	16-Sep-2024	Sowjanya Reddy	INACTIVE	019

- 25. Open MOEI website: https://www.moei.gov.ae
- 26. Click on "LOGIN" on the header

	UNITED ARAB I MINISTRY OF E	EMIRATES NERGY & INFR						چ ف	Q	٦	languages
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27. Then it will redirect you to the Login page, you can login using UAE PASS. As Contractor

	🔞 Sign in with UAE PASS
	Don't have an account?
	Sign up with UAE PASS
A single t	rusted digital identity for all citizens, residents and visitors.
For m	ore information please check the user manual from Here

28. Click on My Applications to view the applications



29. Click on the Contract Value Change Request application

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	Total Records : 17					2			
	Application Number	Request Type 🏗 🚦	Requested Date 1	Requested By 1	Status 11	Work Flow			
	CONCR.283	Contract Value Change Application	25-Oct-2024	Sowjanya	Requested Contract Signing	or			
	AGREE_3035	Open File Application	25-0ct-2024	Samara Simha Reddy	Draft	(orth			
	AGREE_3030	Open File Application	25-0ct-2024	Sowjanya Reddy	Approved	019			
-vilv-	HNDOVER_723	Individual Housing Initial Handover	23-0ct-2024	Sai Rohit	Submitted	0/*			
	PAY_REQ_1070	Final Payment request	22-0ct-2024	Shubham Rathi	Approved	(or)			
	PAY_RE0_1060	Payment Request	10-0ct-2024	Sai Rohit	Submitted	013			
r.	CHANGE_REQ_703	End Contract	10-0ct-2024	Sai Rohit	REVIEW_END_CONTRCAT_REQUEST	(ort)			

30. Click here to Approve the Contract Value Change Request



31. Click on Okay

			Q. Search for something
Home My Applications License Servie	ces \checkmark		🔍 Contractor 🧔 🛣 EN 🗸
Home / Contract Value Change Request Contract Value Change Req	You are about to Approve to this reque:	st. Click 'Okay' to proceed.	Back Approve
Sowjanya Reddy 784-1959-3000000-X © 40 Years (7) © © Fajarrah	Normal 🗘 B I U S 🤊	, EIEE & 7	
Beneficiary Amount has been changed from		Okay Cancel	3-Mar-2027.
Request Details	ntract Value Change Request		
Ben Sov	eficiary Name	Contract Amount	Aid Amount 800.000 AED
Initia	al House Delivery Date	Updated House Delivery Date	Project End Date

Contract Value Change Request

32. Fill the satisfaction survey about the eService, when the following pop-up shows up:

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	Customer Pulse Survey					ĥ	- ⊕ English ∿				
Based on your exper you ag	ience in ree on th	gettir Ie follo	ig the so owing s	ervice tatem	e. To what nents?	at ext	ent do				
	Extremely Disagree	Disagree	Somewhat Disagree	Neutral	Somewhat Agree	Agree	Extremely Agree				
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Ease and Variety of payment options		\overleftrightarrow	\overleftrightarrow	\overleftrightarrow	\overleftrightarrow	\overleftrightarrow					
Possibility of Service Status Fracking		$\stackrel{\frown}{\simeq}$	☆	☆	\overleftrightarrow	$\stackrel{\frown}{\simeq}$		United Arab Emirates			
Service Completion time was reasonable & within my expectations		☆	\overleftrightarrow	☆	$\stackrel{\frown}{\simeq}$	☆			Customer	Pulse Survey	ों 💮 English
Smart Application efficiency (no delays or errors in app)		$\stackrel{\frown}{\simeq}$	\overleftrightarrow	☆		\overleftrightarrow			Overall, how satisfied a	are you about the service? *	
Availability of Online Support		$\stackrel{\frown}{\simeq}$		$\stackrel{\frown}{\simeq}$	☆	\overleftrightarrow)
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