

SCEES SRM Guide to Hard Stop and Common Errors

Contract Errors or Issues	Resolution
Release Document Builder document before releasing procurement document	Problem: This is not a hard stop; it just reminds the buyer to release Document Builder. It most likely occurs because the buyer is trying to release the RFx without going through Document Builder. Solution: The buyer can edit the RFx and select Save to be able to select Document Builder. Once Document Builder is selected, ensure that all questions are answered. Then Release and log off of Document Builder to fix the issue.