

项目交付物全过程管理解决方案

围绕每一项交付物，把责任人、计划、版本、审查、批复和分发给完整。

适用对象 需要管理图纸、技术规格书、招标文件、施工方案、报告及其他多版本成果的项目团队。



每个版本、每轮审查和每次正式送审，都留在同一条交付记录上

普通文件夹回答不了的问题

图纸、技术规格书、招标文件、施工方案和报告通常会有多个版本，也可能由不同人员准备并经过多轮审查。普通文件夹能保存文件，却很难说明交付物现在由谁负责、审到哪一步、应该分发给谁。

团队最终得到什么

每个版本和审查过程都能追溯，交付责任和计划状态清楚可见。正式送审文件和内部过程文件会留在同一条交付记录上。

交付物怎样从头到尾管完整

01 先建交付物清单

通过主交付物清单 (MDR/TDR) 或项目自定义台账，登记成果、类型、专业、责任人和计划日期。

02 任务和版本一起管理

分派准备任务，保存所有工作版本、提交记录和修改说明。

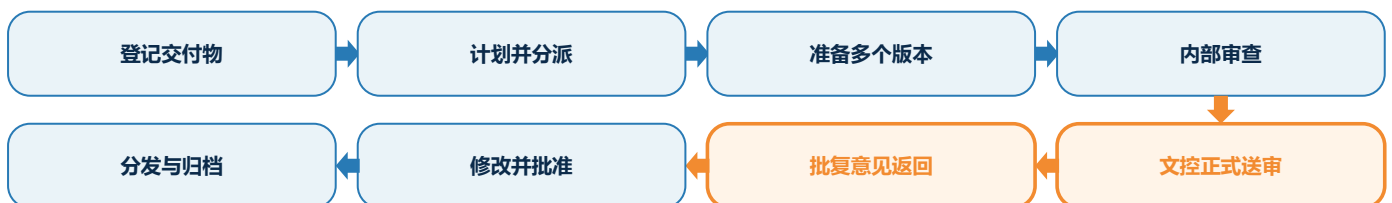
03 送审和批复能够返回

完成内部审查后，通过文控正式送审，并把批复意见返回交付物和责任人。

04 查看和分发权限可控制

按组织、角色、专业、区域和用途控制查看、下载、分享和正式分发。

一项交付物的一条完整路径



→ 选一种交付物，现场看看它如何从创建、送审走到批准和分发。

Project Deliverable Lifecycle Management Solution

Manage the owner, plan, revisions, review, response and distribution of every deliverable.

BEST FOR

Teams managing drawings, specifications, tender documents, method statements, reports and other version-controlled project outputs.



Every revision, review and formal issue stays on the same delivery record

What folders cannot tell you

Drawings, specifications, tender documents, method statements and reports often have several revisions, different owners and several rounds of review. A folder stores the files but does not show who owns the deliverable, where it is in review or who should receive it.

What the team gains

Every revision and review remains traceable, and ownership and planned status are clear. Formal submissions and working files stay on the same delivery record.

How deliverables stay under control

01

Start with a deliverable register

Use a master deliverable register (MDR/TDR) or a project register to record type, discipline, owner and planned dates.

02

Manage assignments and revisions together

Assign preparation work and retain every working revision, submission and revision note.

03

Return review comments to the deliverable

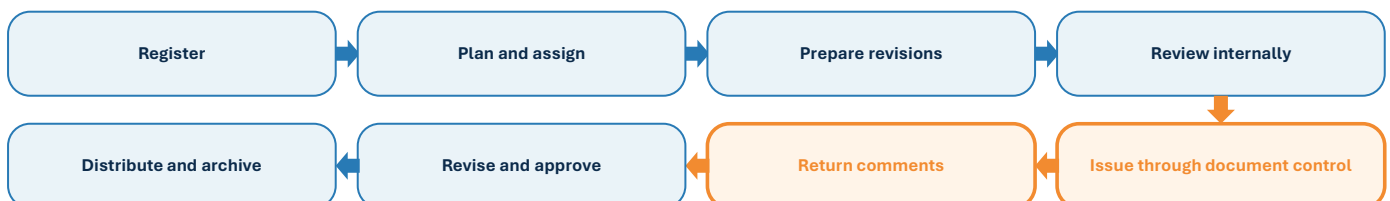
Complete the internal review, issue formally through document control and return comments to the deliverable and its owner.

04

Control access and distribution

Control viewing, download, sharing and formal distribution by organization, role, discipline, area and purpose.

One deliverable, one traceable path



Choose one deliverable type and follow it from creation and review to approval and distribution.