

SPH Procurement to Payment (P2P)

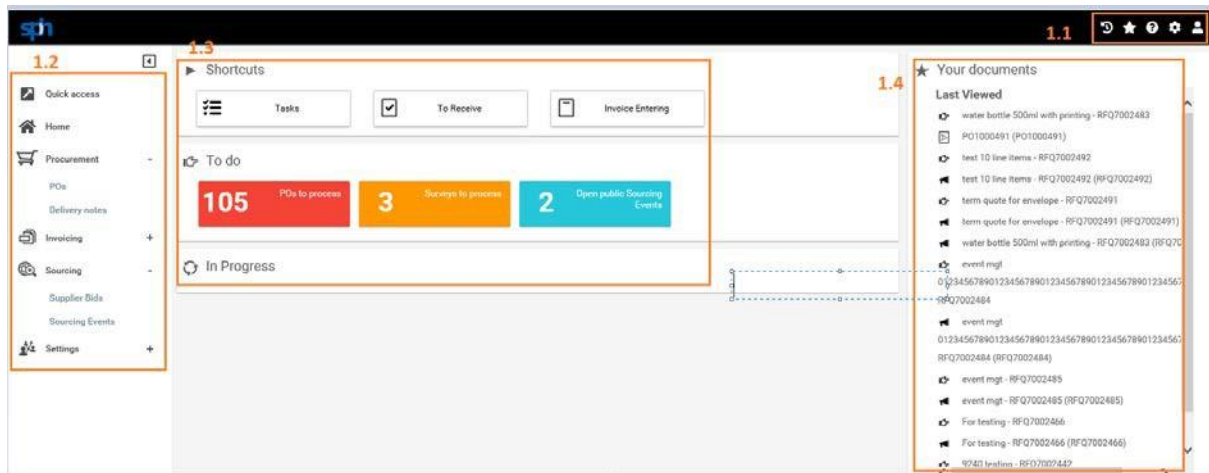
Respond to RFI/RFP/RFQ

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1. Landing Page

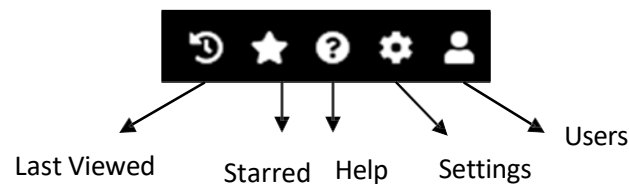
The supplier landing page provides a quick overview of the current work status.



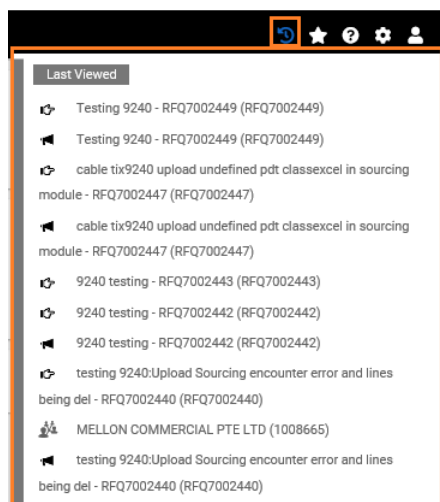
It consists of mainly 4 sections:

- 1.1 Page Setting
- 1.2 Side Navigation
- 1.3 Dashboard
- 1.4 Last Viewed

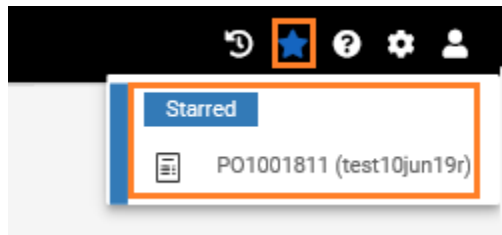
1.1 Page Setting



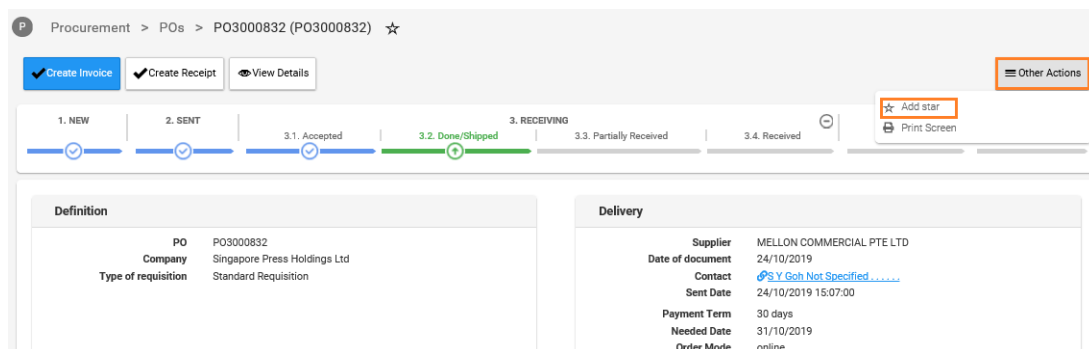
1. Last Viewed – To display a list of documents viewed recently



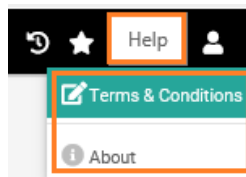
2. Starred – To find the document that you have bookmark



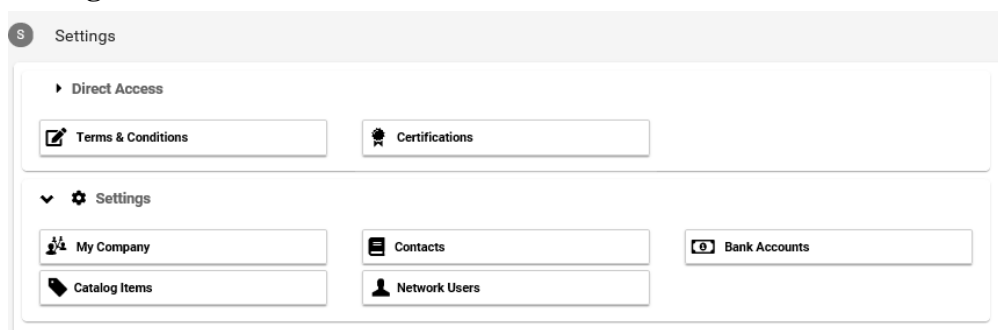
How to bookmark a document - Click under Other Actions > Add Star



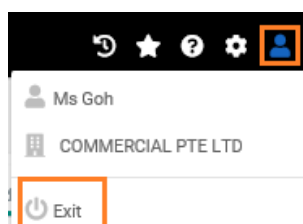
3. Help – To display Terms & Conditions and About



4. Settings



5. User – Exit to logout from the page



1.2 Side Navigation – To view the individual sections

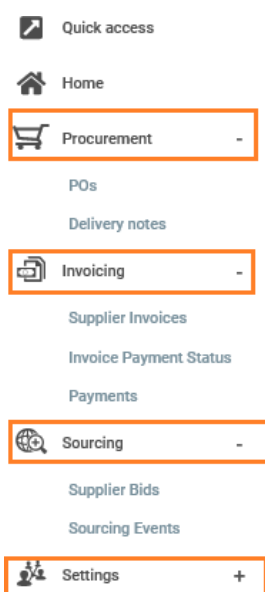
Procurement: To view POs and view/create Delivery notes

Invoicing: Creating of e-invoice, checking of status

Sourcing: To participate on RFQ

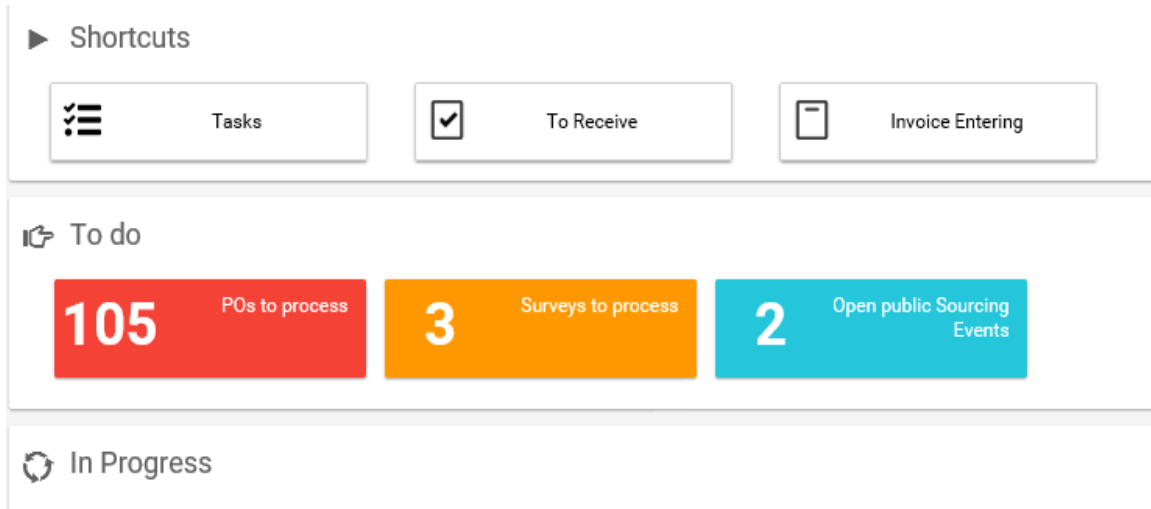
Settings: To maintain company data/bank number, network users etc

Click “+” to expand or “-” to collapse

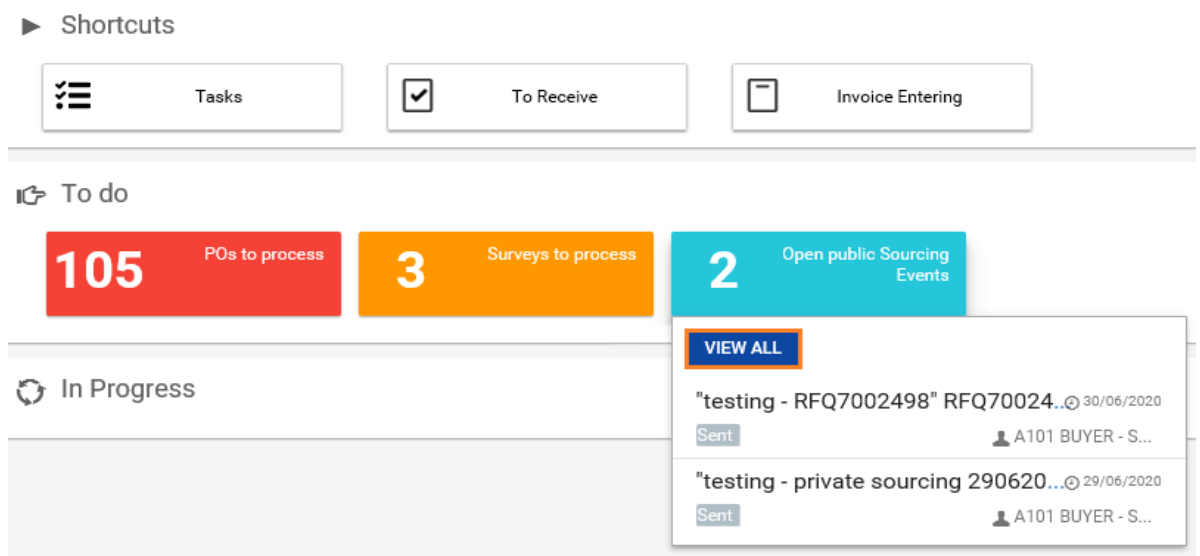


1.3 Dashboard

Dashboard will provides a quick overview on the current list of outstanding work tasks under To Do section.

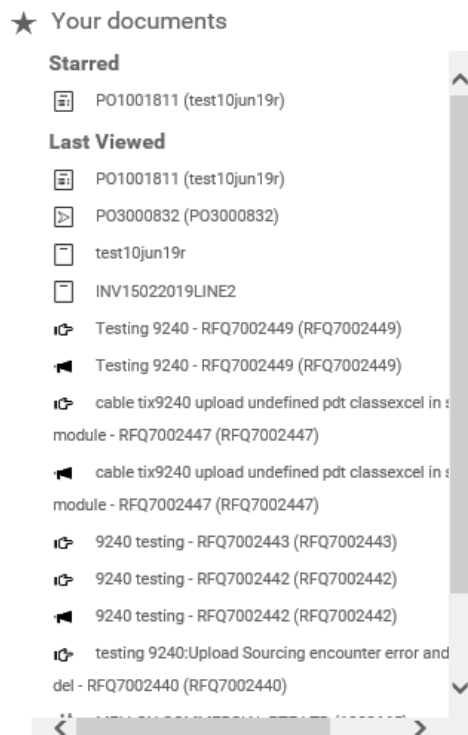


1. Click on the To Do (Open public Sourcing Events) will display the list of outstanding Request For Quotes (RFQs). Click View All to display all documents.



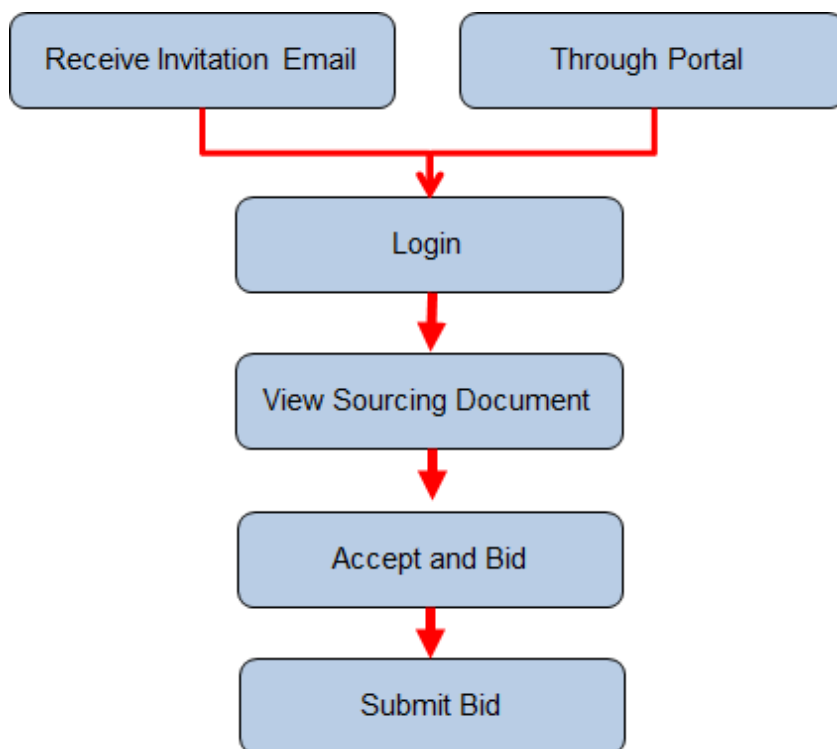
1.4 Last Viewed

A list of documents which were viewed recently will be displayed. Click on document number to view the document.



2 Business Opportunities

Business Opportunities can be in the form of Request for Information (RFI), Request for Proposal (RFP) or Request for Quotation (RFQ). Suppliers are able to bid, provide information and quotation on items / projects outsource by SPH through the Supplier Portal.




2.1 Listing of Business Opportunities

You can view the RFI/RFP/RFQ published in SPH Supplier Portal.

Note: Only Awarded Supplier(s) will be notified via email with official Purchase Order.


1. RFI / RFP / RFQ are published on the Landing page of SPH Supplier Portal
2. Search Function is available when “Search” button is clicked on

 **Login**

User Name

Password

By logging-in to this portal, you have accepted the Terms and Conditions.

 **Register as a New Supplier**

This is for company that does not have any existing business relationship with SPH.

Company Name

Business Opportunities

Search For

Document Type

All

Keyword Search

Document Ref No.

Closing Date

From
2020-05-13

To
2020-05-15

Show 10 entries

Published Date (YYYY-MM-DD)	Doc Type	Doc Ref No	Description	Closing Date (YYYY-MM-DD)
2020-05-13 12:40:37	RFQ	RFQ7002466	For testing	2020-05-14 18:00:00

3. Search Function is displayed

Filter the RFI / RFP / RFQ by:

- Document Type = RFI / RFP / RFQ
- Keyword Search
- Document Ref No
- Closing Date

Business Opportunities

[Search](#)

Search For

Document Type
All

Keyword Search
Keyword Search

Document Ref No.
Document Reference No

Closing Date
From 2020-05-13 To 2020-05-15

Show 10 entries

Published Date (YYYY-MM-DD)	Doc Type	Doc Ref No	Description	Closing Date (YYYY-MM-DD)
2020-05-13 12:40:37	RFQ	RFQ7002466	For testing	2020-05-14 18:00:00

Showing 1 to 1 of 1 entries

Previous 1 Next


RFI / RFP / RFQ will be filtered based on search parameters.

4. Log-in to Supplier Portal landing page using your credential

6.(i) To participate in the bids,

(a) Method 1

Under “Open Public Sourcing Events” bar, click “View All” to review the potential business opportunities available. Select RFI / RFP / RFQ from the dropdown list


Login

User Name

Password

By logging-in to this portal, you have accepted the [Terms and Conditions](#)

Business Opportunities

Show 10 entries

Published Date (YYYY-MM-DD)	Doc Type	Doc. Ref. No.	Description	Closing Date (YYYY-MM-DD)
2016-03-31 00:00:00	RFQ	RFQ7001066	PY - 18	2016-04-03 23:59:00
2016-03-31 00:00:00	RFQ	RFQ7001067	PY - 19	2016-04-03 23:59:00
2016-03-31 00:00:00	RFQ	RFQ7001069	PY - 21	2016-04-03 23:59:00
2016-04-01 00:00:00	RFQ	RFQ7001075	PY - 26	2016-04-04 23:59:00

Quick access

Home

Procurement

Invoicing

Sourcing

Settings

Shortcuts

To do

118
POs to process

11
Surveys to process

1
Open public Sourcing Events

In Progress

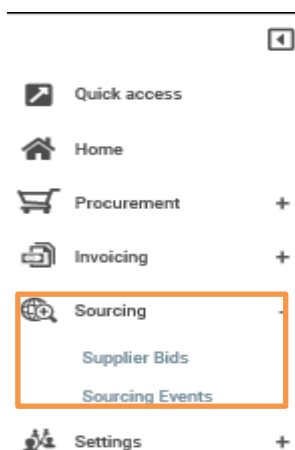
For testing - RFQ7002466 RF...
13/05/2020

A101 BUYER - S...

OR

(b) Method 2

**On the Left Side Navigation, under Sourcing – Click Sourcing Events/
Sourcing Bids**



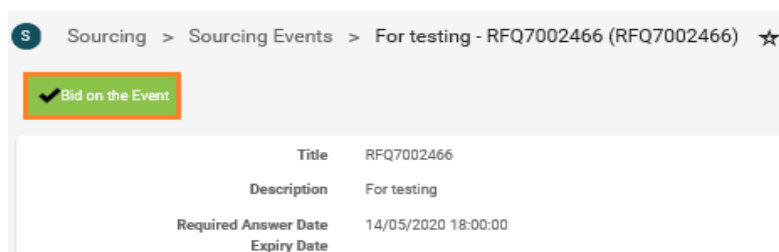
Select RFI / RFP / RFQ from the list

Sourcing > Sourcing Events

Enter text to search Custom filters Clear filters

Event Type	Event ID	Description	Opening Date	Closing Date	Title	Required Answer Date	First Bid Sending Date
Request for Quote (RFQ)	RFQ7002466	For testing - RFQ7002466	2020-05-13 12:40:37	2020-05-14 18:00:00	RFQ7002466	2020-05-14 18:00:00	2020-05-13 12:40:39

(ii) Click “Bid on the Event”



(iii) RFI / RFP / RFQ will be displayed. Click on “Accept and Bid” to bid or “Decline” to reject

Information

Please indicate if you accept or decline to participate in this tender

This event is open

S Sourcing > Supplier Bids > For testing - RFQ7002466 (RFQ7002466) ★

Accept and Bid Decline

1. ENTERED 2. TO BE SENT 3. SENT 4. ACCEPTED BY SUPPLIER

BID CONTEXT RFQ (QUOTATIONS) 1 CONTACTS 1

Definition

Sourcing Type
Title
Event ID
Description
Required Answer Date
Expiry Date
Opening Date

RFI+RFQ
For testing - RFQ7002466
RFQ7002466
14/05/2020 18:00:00
13/05/2020 12:40:37

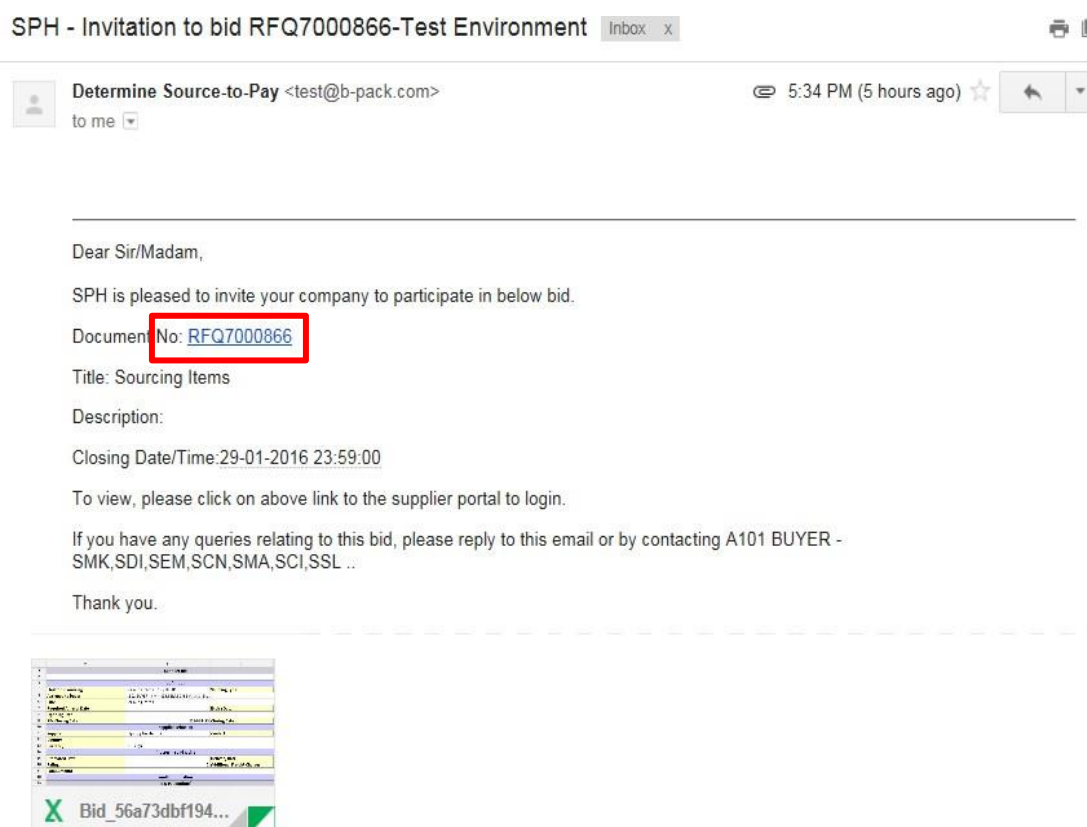
2.2 Email Invitation

Supplier may be invited by SPH via email to participate in bids.

Steps and Procedures:

1. Upon receipt of the email, supplier can click on the *Document Number hyperlink* to answer bid in Supplier Portal

***Do not download the excel document attached to the email.**



2.3 Submission of Bid

You can respond the bid either via direct data entry into the RFI / RFP / RFQ or downloading it to excel file:

Method 1: Direct data entry into the RFI / RFP / RFQ

Steps and Procedures

1. Enter the mandatory information stated in the required RFI / RFP / RFQ

- Expiry Date - Mandatory field
(State the expiry date of the quotation)
- Currency - To change currency (if applicable), click on the drop down list and choose the desired currency (e.g. USD) and click “Save”

2. Click RFQ (Quotations) tab to enter the proposed unit price for sourcing items

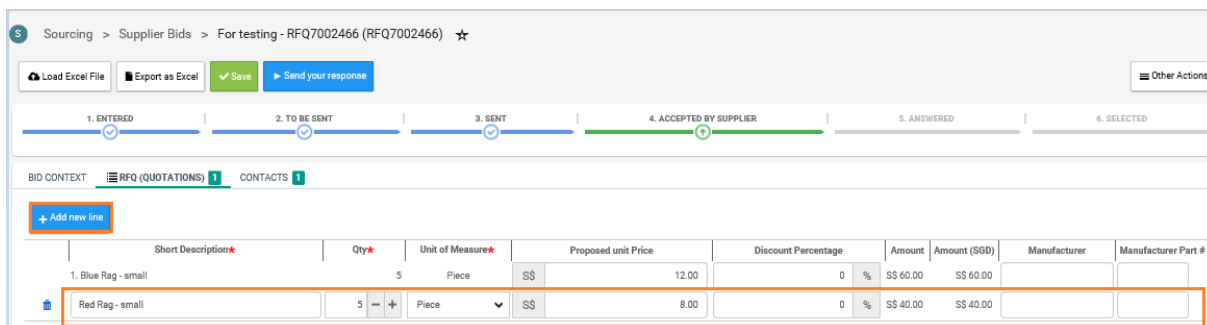
Note: All bids submitted are to EXCLUDE GST (if applicable)

No changes are allowed to the “Item Description”, “Qty” and “Unit of Measure” tab.

Short Description*	Qty*	Unit of Measure*	Proposed unit Price	Discount Percentage	Amount	Amount (SGD)	Manufacturer	Manufacturer Part #
1. Blue Rag - small	5	Piece	S\$ 12.00	0 %	S\$ 60.00	S\$ 60.00		

3. If your proposal differs from the document, you can quote an alternate item by clicking the “Add New Line”.

Input the Short Description, Qty, Unit of Measure and Proposed Unit Price for the additional/alternate item



Sourcing > Supplier Bids > For testing - RFQ7002466 (RFQ7002466) ☆

Load Excel File Export as Excel Save Send your response Other Actions

1. ENTERED 2. TO BE SENT 3. SENT 4. ACCEPTED BY SUPPLIER 5. ANSWERED 6. SELECTED

BID CONTEXT RFQ (QUOTATIONS) 1 CONTACTS 1

+ Add new line

Short Description*	Qty*	Unit of Measure*	Proposed unit Price	Discount Percentage	Amount	Amount (SGD)	Manufacturer	Manufacturer Part #
1. Blue Rag - small	5	Piece	S\$ 12.00	0 %	S\$ 60.00	S\$ 60.00		
Red Rag - small	5	Piece	S\$ 8.00	0 %	S\$ 40.00	S\$ 40.00		

Note:

Only 2 decimal places are allowed for the proposed unit price and / or discount percentage fields.

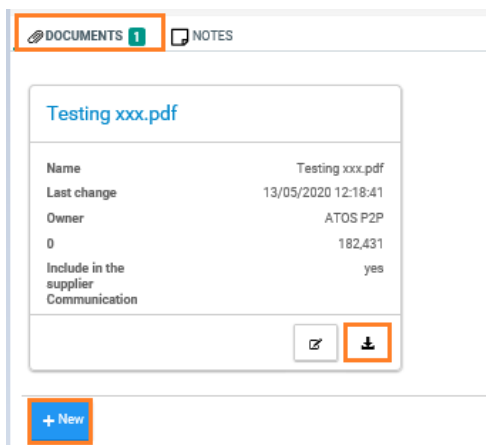
4. Any additional packaging or freight charges are to be entered as New Line item

5. Documents

Under document, you can download any documents (eg: scope of work/artwork etc) that is attached by the SPH buyer to for your reference before you quote)

You can also attach any other documents eg: quotation/proposal, product catalogue when submitting the quote.

a. To attach a document, click on “New”




DOCUMENTS 1 NOTES

Testing xxx.pdf

Name	Testing xxx.pdf
Last change	13/05/2020 12:18:41
Owner	ATOS P2P
ID	182431
Include in the supplier Communication	yes

+ New

a. To Upload documents, enter File Name, Choose File, click on “Save”

 New Document

Definition

Record Identifier [For testing - RFQ7002466](#)

Include in the supplier Communication ☒

Name *

Description

File name *

File size (bytes) 0

Generation time (in sec.)

Source Uploaded

Acknowledgment *

b. Document is uploaded

DOCUMENTS 2		NOTES	
Testing xxx.pdf		Quotation	
Name	Testing xxx.pdf	Name	Quotation
Last change	13/05/2020 12:18:41	Last change	13/05/2020 14:45:16
Owner	ATOS P2P	Owner	Ms Goh
0	182,431	0	182,431
Include in the supplier Communication	yes	Include in the supplier Communication	yes
<input type="button" value="Edit"/> <input type="button" value="Download"/>		<input type="button" value="Edit"/> <input type="button" value="Download"/>	

7. Once completed, click “Send Your Response” to submit bid


Sourcing > Supplier Bids > For testing - RFQ7002466 (RFQ7002466) ☆

[Load Excel File](#)
[Export as Excel](#)
[Save](#)
[Send your response](#)


1. ENTERED | 2. TO BE SENT | 3. SENT

BID CONTEXT **RFQ (QUOTATIONS) 1** **CONTACTS 1**

[+ Add new line](#)

	Short Description★	Qty★	Unit of Measure★	Propo
	1. Blue Rag - small	5	Piece	S\$
	<input type="text" value="Red Rag - small"/>	5 <input type="button" value="-"/> <input data-bbox="965 817 981 840" type="button" value="+"/>	Piece <input data-bbox="1173 817 1189 840" type="button" value="v"/>	S\$

DOCUMENTS 2 **NOTES 1**

 Ms Goh 13/05/2020 14:55:29
 this is remark
 Include in the supplier Communication

[+ New](#)

8. Bid submitted successfully - Answered

Sourcing > Supplier Bids > For testing - RFQ7002466 (RFQ7002466) ☆

[Export as Excel](#)
[Back to Accepted](#)

1. ENTERED | 2. TO BE SENT | 3. SENT | 4. ACCEPTED BY SUPPLIER | **5. ANSWERED**

Method 2: Via downloading it to Excel

Steps and Procedures

Alternatively, you can download an excel template, response in excel and upload it into the system.

1. Click on “Export as Excel” and save the excel file

Information

Please enter your prices and additional description before sending back the quote

This event is open

Sourcing > Supplier Bids > For testing - RFQ7002466 ☆

Load Excel File **Export as Excel** Save Send your response

1. ENTERED 2. TO BE SENT 3. SENT 4. ACCEPTED BY SUPPLIER

BID CONTEXT RFQ (QUOTATIONS) 1

Definition

Sourcing Type RFI+RFQ
Title For testing - RFQ7002466
Event ID
Description Buyer Name : A101 BUYER - SMK,SDI,SEM,SCN,SMA,SCI,SSL
Buyer Email : priyansu01@test.sph.com.sg
Buyer Contact Number:900902219
Required Answer Date 14/05/2020 18:00:00
Expiry Date
Opening Date 13/05/2020 12:40:37
Authorization to Reopen

NDA File
Closing Date 14/05/2020 18:00:00

2. Open the excel file and enter the mandatory information

Eg: Expiry Date

Supplier Bid			
Definition			
Definition			
Sourcing Type	RFI+RFQ	File Label	For testing - RFQ
Title	For testing - RFQ7002466		
Event ID			
Description	Buyer Name : A101 BUYER - SMK,SDI,SEM,SCN,SMA,SCI,SSL		
Required Answer Date	14/05/2020 10:00:00	Expiry Date	
NDA File			
Opening Date	13/05/2020 04:40:37		
Closing Date	14/05/2020 10:00:00	Authorization to Reopen	

3. Scroll down to enter the proposed unit price for sourcing items

Note: All bids submitted are to EXCLUDE GST (if applicable)

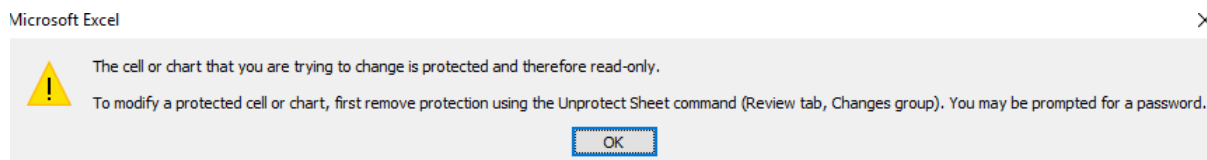
No changes are allowed to the “Item Description”, “Qty” and “Unit of Measure”

Short Description	Qty	Unit of Measure	Proposed unit Price	Discount Per	Details	Manufacturer	Manufacturer Part #	Amount	Amount (SGD)	Sourcing Item Group
1. Blue Rag - small	5	Piece	0	0.00%				0	0	0
	0		0	0.00%				0	0	
	0		0	0.00%				0	0	
	0		0	0.00%				0	0	
	0		0	0.00%				0	0	
	0		0	0.00%				0	0	

- If your proposal differs from the document, you can quote an alternate item by adding a new line.

Input the Short Description, Qty, Unit of Measure and Proposed Unit Price for the additional/alternate item

If encounter the following error while trying to add a new line, please go to Review → Unprotect Sheet



- Add in the Short Description of your alternative proposal, Qty, Unit of Measure and Proposed Unit Price for the additional line item

Note:

Only 2 decimal places are allowed for the proposed unit price and / or discount percentage fields.

Short Description	Qty	Unit of Measure	Proposed unit Price	Discount Perc	Details	Manufacturer	Manufacturer Part #	Amount	Amount (SGD)	Sourcing Item Group
1. Blue Rag - small	5	Piece	12	0.00%				0	0	
2. Red Rag - small (alternate)	5	Piece	9.8	0.00%				0	0	
	0		0	0.00%				0	0	
	0		0	0.00%				0	0	
	0		0	0.00%				0	0	
	0		0	0.00%				0	0	

- Any additional packaging or freight charges are to be entered in the new row.

- Return back to the supplier portal and click on “Load Excel File”

Information

Please enter your prices and additional description before sending back the quote

This event is open

Sourcing > Supplier Bids > For testing - RFQ7002466 ☆

1. ENTERED | 2. TO BE SENT | 3. SENT | 4. ACCEPTED BY

BID CONTEXT RFQ (QUOTATIONS) 1

+ Add new line

	Short Description*	Qty*	Unit of Measure*	Proposed unit Price	Discount Percentage
1.	Blue Rag - small	5	Piece	S\$ 0.00	

8. Upload the excel file and click “Add”

The screenshot shows the 'DATA TRANSFER' section of the interface. At the top left, there are two buttons: 'Add' (with a green plus icon) and 'Go Back' (with a grey X icon). The 'Add' button is highlighted with an orange border. Below these buttons is a grey bar labeled 'DATA TRANSFER'. Under this bar, there is a 'Data Key' field with the value 'Supplier Bid'. To the right of this is an 'Upload File' field with a red asterisk. A blue button labeled 'Choose File 10240 KB' is highlighted with an orange border. Below the 'Upload File' field, it says 'MS Excel 2007'.

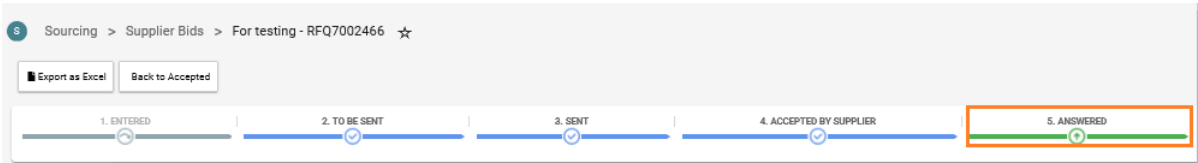
9. Click “Go Back”

The screenshot shows the 'DATA TRANSFER' section of the interface. At the top, there is an 'Information' section with a light blue bar that says 'Successfully uploaded and processed file'. Below this is a grey bar labeled 'DATA TRANSFER'. Under this bar, there is a 'Data Key' field with the value 'Supplier Bid'. To the right of this is an 'Upload File' field with a red asterisk. A blue button labeled 'Choose File 10240 KB' is highlighted with an orange border. Below the 'Upload File' field, it says 'MS Excel 2007'. At the top left, there are two buttons: 'Add' (with a green plus icon) and 'Go Back' (with a grey X icon). The 'Go Back' button is highlighted with an orange border.

10. Click “Send Your Response” to submit bid

The screenshot shows the 'Send Your Response' button highlighted with an orange border. The interface includes an 'Information' section with two light blue bars: 'Please enter your prices and additional description before sending back the quote' and 'This event is open'. Below this is a breadcrumb trail: 'Sourcing > Supplier Bids > For testing - RFQ7002466 ☆'. There are four buttons: 'Load Excel File' (with a cloud icon), 'Export as Excel' (with a document icon), 'Save' (with a green checkmark), and 'Send your response' (with a blue play icon). Below these buttons is a progress bar with three steps: '1. ENTERED', '2. TO BE SENT', and '3. SENT'. The '2. TO BE SENT' step is currently active. Below the progress bar is a 'BID CONTEXT' section with a tab labeled 'RFQ (QUOTATIONS) 2'. There is a '+ Add new line' button. Below this is a table with columns: 'Short Description*', 'Qty*', 'Unit of Measure*', and 'Proposed unit Price'. The table has two rows: '1. Blue Rag - small' and '2. Red Rag - small (alternate)'. The 'Qty' column for the second row is '5', and the 'Unit of Measure' is 'Piece'. The 'Proposed unit Price' column has a currency symbol 'S\$'.

11. Bid is submitted successfully

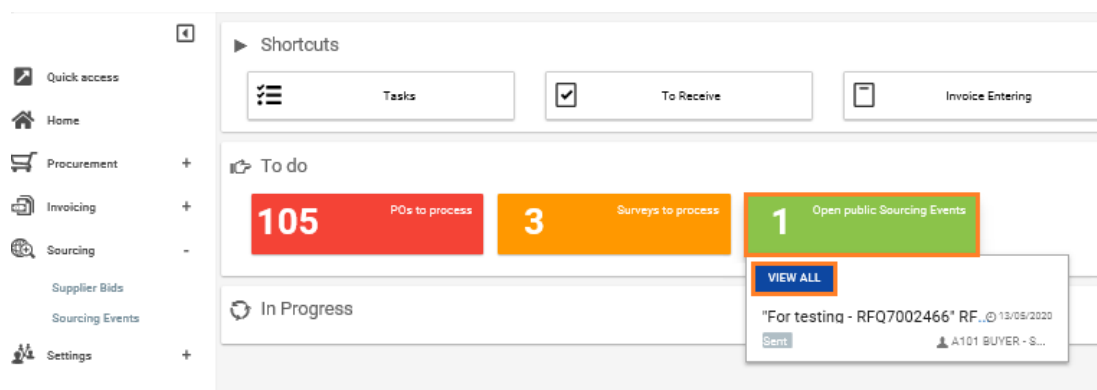


2.4 Amend Quotation

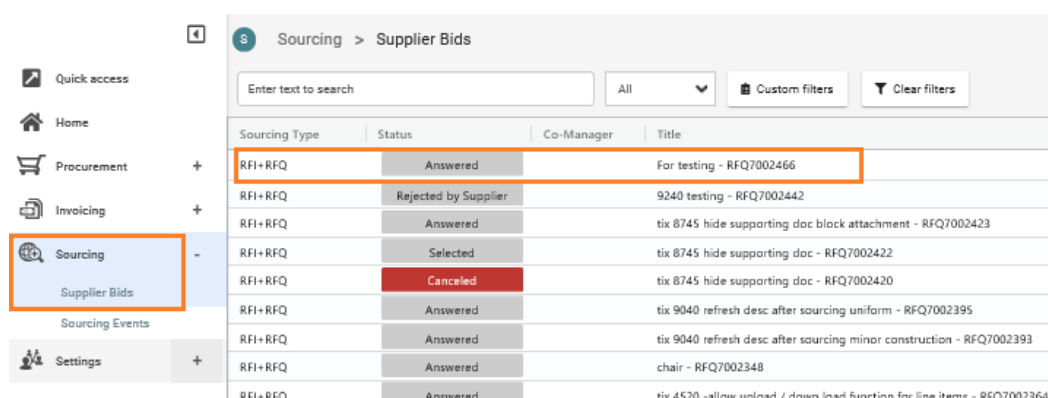
Quotation can only be amended if sourcing event is still opened. No amendment is allowed once the closing date expires.

Steps and Procedures:

1. Login to the portal
2. Click on “Open Public Sourcing Events” and View all



Or you can also go to Sourcing > Sourcing Bids on the side Navigation bar



3. Click on “All Bids”, select the bid that you want to amend

Transactions

Sourcing Event Projects

Electronic Sourcing

Supplier Bids

Surveys

Supplier Bids

Click to acknowledge Bid to send back **All Bids**

Creation Date 12 last months

Electronic Sourcing	Sourcing Type	Status	Title	Opening Date	Closing Date	Supplier	Contact	Country	Currency	Rate
Q PY - 28 (private) (RFQ7001076)	RFQ	Sent	PY - 28 (private) (RFQ7001076)	01/04/2016 00:00:00	04/04/2016 23:59:00	Supplier D	D2 Supplier	SGD	(S\$)	
Q PY - Upload using excel 1 (RFQ7001073)	RFQ	Sent	PY - Upload using excel 1 (RFQ7001073)	31/03/2016 00:00:00	03/04/2016 23:59:00	Supplier D	D supplier	SGD	(S\$)	
Q PY - Upload using excel (RFQ7001072)	RFQ	Accepted by Supplier	PY - Upload using excel (RFQ7001072)	31/03/2016 00:00:00	03/04/2016 08:00:00	Supplier D	D supplier	SGD	(S\$)	
Q PY - Email Notification (RFQ7001071)	RFQ	Accepted by Supplier	PY - Email Notification (RFQ7001071)	31/03/2016 00:00:00	01/04/2016 08:00:00	Supplier D	D supplier	SGD	(S\$)	
Q PY - 17 (RFQ7001065)	RFQ	Sent	PY - 17 (RFQ7001065)	31/03/2016 00:00:00	03/04/2016 23:59:00	Supplier D	D supplier	SGD	(S\$)	
Q PY - 16 (RFQ7001064)	RFQ	Answered	PY - 16 (RFQ7001064)	31/03/2016 00:00:00	04/04/2016 08:00:00	Supplier D		SGD	(S\$)	
Q PY - 5 (RFQ7001048)	RFQ	Answered	PY - 5 (RFQ7001048)	28/03/2016 00:00:00	31/03/2016 23:59:00	Supplier D		SINGAPORE	SGD	(S\$)
Q PY - 6 (RFQ7001049)	RFQ	Answered	PY - 6 (RFQ7001049)	28/03/2016 00:00:00	31/03/2016 23:59:00	Supplier D		SGD	(S\$)	
Q PY - 1 (RFQ7001042)	RFQ	Late	PY - 1 (RFQ7001042)	24/03/2016 00:00:00	27/03/2016 23:59:00	Supplier D		SINGAPORE	SGD	(S\$)
Q PY - 2 (RFQ7001043)	RFQ	Late	PY - 2 (RFQ7001043)	24/03/2016 00:00:00	27/03/2016 23:59:00	Supplier D		SINGAPORE	SGD	(S\$)

4. Click on “Back to Accepted” icon in the answered RFI / RFQ / RFP

Information

This event is open

Sourcing > Supplier Bids > For testing - RFQ7002466 ☆

Export as Excel **Back to Accepted**

1. ENTERED 2. TO BE SENT 3. SENT 4. ACCEPTED BY SUPPLIER

BID CONTEXT RFQ (QUOTATIONS) 2

Definition

Sourcing Type	RFI+RFQ
Title	For testing - RFQ7002466
Event ID	
Description	Buyer Name : A101 BUYER - SMK,SDI,SEM,SCN,SMA,SCI,SSL Buyer Email : priyavus01@test.sph.com.sg Buyer Contact Number:900302213
Required Answer Date	14/05/2020 18:00:00
Expiry Date	13/06/2020
Opening Date	13/05/2020 12:40:37
Authorization to Reopen	

5. Fields are editable. Amend any fields / quotation and click on “Send Your Response” to submit bid

Information

Please enter your prices and additional description before sending back the quote

This event is open

Sourcing > Supplier Bids > For testing - RFQ7002466 ☆

Load Excel File Export as Excel Save **Send your response**

1. ENTERED 2. TO BE SENT 3. SENT 4. ACCEPTED BY SUPPLIER

BID CONTEXT RFQ (QUOTATIONS) 2

+ Add new line

Short Description*	Qty*	Unit of Measure*	Proposed unit Price	Discount Perc
1. Blue Rag - small	5	Piece	S\$ 12.00	
2. Red Rag - small (alternate)	5	Piece	S\$ 9.80	

2.5 View RFQ

1. To view invited bids or participated bids:
Click Sourcing > Supplier Bids

Sourcing > Supplier Bids					
<input type="text" value="Enter text to search"/> <input type="button" value="All"/> <input type="button" value="Custom filters"/> <input type="button" value="Clear filters"/>					
Sourcing Type	Status	Co-Manager	Title	Event ID	
RFI+RFQ	Answered		For testing - RFQ7002466		
RFI+RFQ	Rejected by Supplier		9240 testing - RFQ7002442		
RFI+RFQ	Answered		tix 8745 hide supporting doc block attachment - RFQ7002423		
RFI+RFQ	Selected		tix 8745 hide supporting doc - RFQ7002422	RFQ7002422	
RFI+RFQ	Canceled		tix 8745 hide supporting doc - RFQ7002420	RFQ7002420	
RFI+RFQ	Answered		tix 9040 refresh desc after sourcing uniform - RFQ7002395		
RFI+RFQ	Answered		tix 9040 refresh desc after sourcing minor construction - RFQ7002393		
RFI+RFQ	Answered		chair - RFQ7002348		
RFI+RFQ	Answered		tix 4520 -allow upload / down load function for line items - RFQ7002364		
RFI+RFQ	Selected		tix 8745 hide doc in sourcing till selection stage trophy - RFQ7002343		
RFI+RFQ	Selected		tix 8745 hide in sourcing till selection stage umbrella - RFQ7002342		
RFI+RFQ	Answered		tix 8745 - hide supporting doc till sel stage tablet - RFQ7002340-2		

2. Search function is available for supplier to search for bid participated by entering the RFQ number

Sourcing > Supplier Bids					
<input type="text" value="Enter text to search"/> <input type="button" value="All"/> <input type="button" value="Custom filters"/> <input type="button" value="Clear filters"/>					
Sourcing Type	Status	Co-Manager	Title	Event ID	
RFI+RFQ	Answered		For testing - RFQ7002466		
RFI+RFQ	Rejected by Supplier		9240 testing - RFQ7002442		
RFI+RFQ	Answered		tix 8745 hide supporting doc block attachment - RFQ7002423		
RFI+RFQ	Selected		tix 8745 hide supporting doc - RFQ7002422	RFQ7002422	
RFI+RFQ	Canceled		tix 8745 hide supporting doc - RFQ7002420	RFQ7002420	
RFI+RFQ	Answered		tix 9040 refresh desc after sourcing uniform - RFQ7002395		
RFI+RFQ	Answered		tix 9040 refresh desc after sourcing minor construction - RFQ7002393		
RFI+RFQ	Answered		chair - RFQ7002348		
RFI+RFQ	Answered		tix 4520 -allow upload / down load function for line items - RFQ7002364		
RFI+RFQ	Selected		tix 8745 hide doc in sourcing till selection stage trophy - RFQ7002343		
RFI+RFQ	Selected		tix 8745 hide in sourcing till selection stage umbrella - RFQ7002342		
RFI+RFQ	Answered		tix 8745 - hide supporting doc till sel stage tablet - RFQ7002340-2		

3. Supplier has the option to export the answered bid as Excel

Information

This event is open

S Sourcing > Supplier Bids > For testing - RFQ7002466 (RFQ7002466) ☆

Export as Excel Back to Accepted

1. ENTERED 2. TO BE SENT 3. SENT 4. ACCEPTED BY SUPPLIER 5. ANSWERED

BID CONTEXT RFQ (QUOTATIONS) 2 CONTACTS 1

Definition

Sourcing Type	RFI+RFQ
Title	For testing - RFQ7002466
Event ID	RFQ7002466
Description	
Required Answer Date	14/05/2020 18:00:00
Expiry Date	13/06/2020
Opening Date	13/05/2020 12:40:37
NDA File	
Closing Date	14/05/2020 18:00:00

Sample of the Excel File

A	B	C	D	E	F	G	H	I	J	K	L
	Supplier Bid										
	Definition										
	Definition										
Sourcing Type	RFI+RFQ	File Label	For testing - RFQ7002466								
Title	For testing - RFQ7002466										
Event ID	RFQ7002466										
Description											
Required Answer Date	14/05/2020 10:00:00	Expiry Date	12/06/2020								
NDA File											
Opening Date			13/05/2020 04:40:37								
Closing Date			14/05/2020 10:00:00								
	Supplier Selection										
Supplier	COMMERCIAL PTE LTD										
Country	SINGAPORE										
Currency	SGD (S\$)										
	Processing										
Estimated Date		Delivery Date									
Additional Freight Charges			0								
Total Amount			40								
	Audit Information										
Sent Date											
	Awarding information										
Total awarded items		Total awarded quantity									
Total awarded amount											
Short Description	Qty	Unit of Measure	Proposed unit Price	Discount Percentage	Details	Manufacture	Manufacture	Amount	Amount	Sourcing Item Group	
1. Blue Rag - small	5	Piece	0	0.00%				0	0		
Red Rag - small	5	Piece	8	0.00%				40	40		
	0		0	0.00%				0	0		
	0		0	0.00%				0	0		
	0		0	0.00%				0	0		
	0		0	0.00%				0	0		
	0		0	0.00%				0	0		

4. To print, go to “Other Actions” icon (a) Select “Print Screen”

Information

This event is open

Sourcing > Supplier Bids > For testing - RFQ7002466 (RFQ7002466) ★

Export as Excel Back to Accepted

1. ENTERED 2. TO BE SENT 3. SENT 4. ACCEPTED BY SUPPLIER 5. ANSWERED

Other Actions

Add star
See modifications
Print Screen

BID CONTEXT RFQ (QUOTATIONS) 2 CONTACTS 1

Definition

Sourcing Type	RFI+RFQ
Title	For testing - RFQ7002466
Event ID	RFQ7002466
Description	
Required Answer Date	14/05/2020 18:00:00
Expiry Date	13/06/2020
Opening Date	13/05/2020 12:40:37
NDA File	
Closing Date	14/05/2020 18:00:00

Supplier Selection

(b) The RFI / RFP / RFQ will be displayed for printing

Definition

Sourcing Type	RFI+RFQ
Title	Sourcing for Item A (RFQ7002466)
Description	Buyer Name : A101 BUYER - SERVICES Buyer Email : pjs05@sphdev.com.sg Buyer Contact Number: 60302182
Required Answer Date	14/03/2018
Expiry Date	31/03/2018
NDA File	
Opening Date	11/03/2018
Closing Date	14/03/2018

Supplier Selection

Supplier	pjs05supplierdemo7	Contact	0
Country	SINGAPORE		
Currency	S\$ (S)		

Processing and rating

Estimated Date		Delivery Date	
Rating	0		
Comment			
Additional Freight Charges	S\$ 1.50		
Total Amount	S\$ 1.50		

Audit Information

Sent Date

RFQ (Quotations)

Short Description	Qty	Unit of Measure	Proposed Unit Price	Discount Percentage	Amount	Amount (SGD)	Manufacturer	Manufacturer Part #	Description	Details	Sourcing Item Group	Deactivated	Product Classification
Sourcing for Item A	1.00	SET	S\$ 12.00	0%	S\$ 12.00	S\$ 12.00						Enabled	

Questionnaire About Supplier Details

SUBLINE 3_235

Numbering	Label (detailed description)	Answer
1	Do You Provide Transportation	No
2	How Long it takes to do the transportation is days ?	0

(c) Under setting, click “Print”

Print

File

Zoom (100%)

Safety

Add site to Apps

View downloads

Manage add-ons

Go to pinned sites

Compatibility View settings

Internet options

About Internet Explorer

Definition

Sourcing Type	RFI+RFQ
Title	water bottle 500ml with printing - RFQ7002463
Event ID	
Description	Buyer Name : A101 BUYER - SRM, SCL, S&D, SHR, SIT, SPD, SFI Buyer Email : pjs05@sphdev.com.sg Buyer Contact Number: 60302182
Required Answer Date	20/06/2020
Expiry Date	
NDA File	
Opening Date	17/06/2020
Closing Date	20/06/2020
Authorization to Reopen	
Supplier Selection	
Supplier	MN HWA ENVELOPE MANUFACTURERS PTE. LTD.
Country	SINGAPORE
Currency	S\$ (S)
Processing	
Delivery Date	
Estimated Date	
Additional Freight Charges	S\$ 6.00
Total Amount	S\$ 3,900.00