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	How to Find RFx event number	

Transaction Overview

What

To find RFx event number.

When

Perform this to find RFx event number in SUS portal.

Menu Path


<https://supplier-selfservice.petronas.com.my/>

Roles

Vendor


Helpful Hints

R	Required field entry
O	Optional field entry
C	Conditional field entry

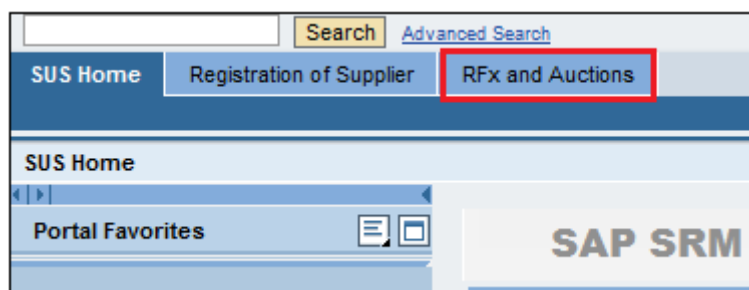
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HOW TO FIND RFx EVENT NUMBER

1. Go to <https://supplier-selfservice.petronas.com.my/irj/portal> to login to SUS portal. Please tick the term of use and enter your User ID and Password and click Log on.

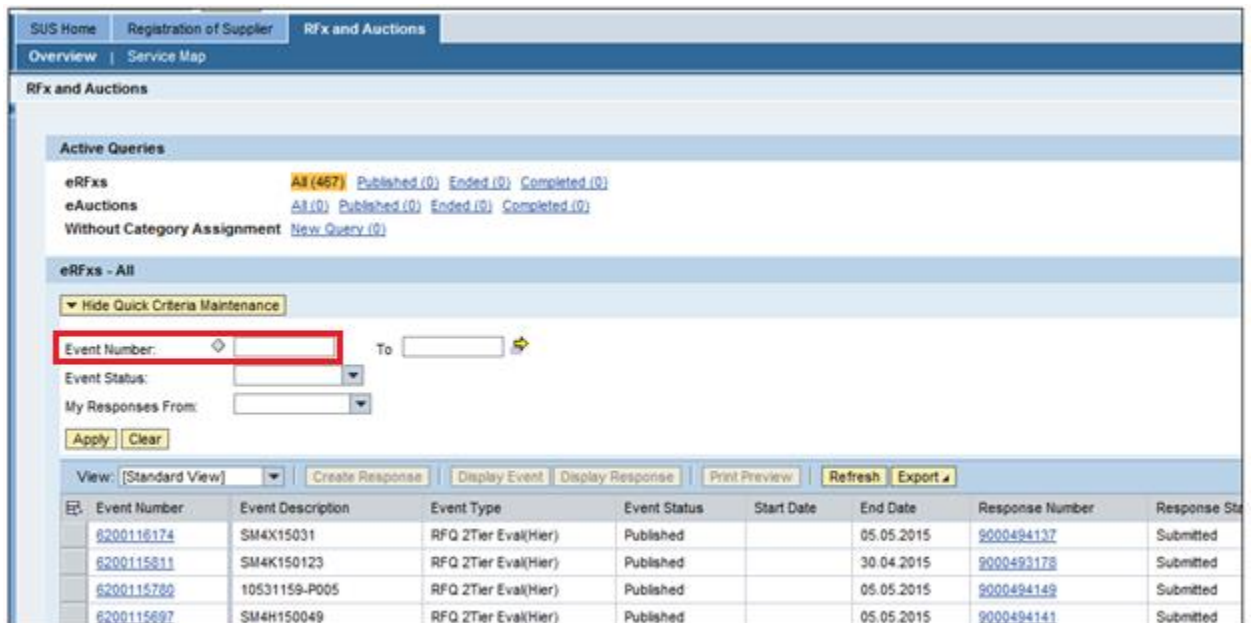


2. At SUS Portal Home Page, click the 'RFx and Auctions' tab.



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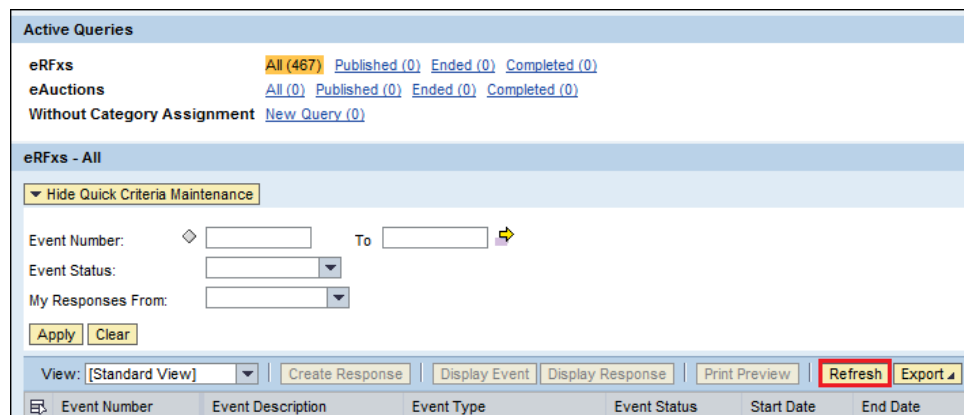
- Under the '**RFx and Auctions**' tab, enter RFx number at Event Number field in order to view the RFx.




The screenshot shows the 'RFx and Auctions' section of the SUS Home. The 'Active Queries' section includes links for eRFxs (All (467), Published (0), Ended (0), Completed (0)), eAuctions (All (0), Published (0), Ended (0), Completed (0)), and Without Category Assignment (New Query (0)). The 'eRFxs - All' section has a 'Hide Quick Criteria Maintenance' button. Below this, the search filters are visible: 'Event Number' (highlighted with a red box), 'Event Status', and 'My Responses From'. The 'Apply' and 'Clear' buttons are present. The 'View' dropdown is set to 'Standard View'. The table below shows a list of events with columns for Event Number, Event Description, Event Type, Event Status, Start Date, End Date, Response Number, and Response Status.

Event Number	Event Description	Event Type	Event Status	Start Date	End Date	Response Number	Response Status
6200116174	SM4X15031	RFQ 2Tier Eval(Hier)	Published		05.05.2015	9000494137	Submitted
6200115811	SM4K150123	RFQ 2Tier Eval(Hier)	Published		30.04.2015	9000493178	Submitted
6200115780	10531159-P005	RFQ 2Tier Eval(Hier)	Published		05.05.2015	9000494149	Submitted
6200115697	SM4H150049	RFQ 2Tier Eval(Hier)	Published		05.05.2015	9000494141	Submitted

- Click on '**REFRESH**' button as per screen shot below.



This screenshot is a zoomed-in view of the search filters and buttons from the previous screenshot. The 'Event Number' field is highlighted with a red box. The 'Refresh' button is also highlighted with a red box, indicating the action to be taken.

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- After click on refresh button, all the latest RFQ will be listed down at in the table. Click the required RFX number.

View: [Standard View] Create Response Display Event Display Response Print Preview Refresh Export						
Event Number	Event Description	Event Type	Event Status	Start Date	End Date	
6200115780	10531159-P005	RFQ 2Tier Eval(Hier)	Published		05.05.2015	
6200115697	SM4H150049	RFQ 2Tier Eval(Hier)	Published		05.05.2015	
6200115531	SM4/15/041	RFQ 2Tier Eval(Hier)	Published		27.04.2015	
6200115492	SO1MBE15PPT0076	RFQ 2Tier Eval(Hier)	Published		07.05.2015	
6200115237	SM4/14/040	RFQ 2Tier Eval(Hier)	Published		27.04.2015	
6200115227	SM4X15029	RFQ 2Tier Eval(Hier)	Published		27.04.2015	
6200115150	SM1K150117	RFQ 2Tier Eval(Hier)	Published		23.04.2015	
6200114989	SM4V150008	RFQ 2Tier Eval(Hier)	Published		28.04.2015	
6200114648	SM4H150040	RFQ 2Tier Eval(Hier)	Published		23.04.2015	
6200114577	SM4/15/039	RFQ 2Tier Eval(Hier)	Published		20.04.2015	

OR

- If you know the RFQ no, put the RFQ no in the Event Number column as per below.

Event Number:	<input type="text" value="6200115237"/>	To	<input type="text"/>
Event Status:	<input type="text"/>		
My Responses From:	<input type="text"/>		
<input type="button" value="Apply"/> <input type="button" value="Clear"/>			

- Click '**APPLY**' button
- Repeat step 4 as above.