


|  |   |                    |
|--|---|--------------------|
|  | <b>WORK INSTRUCTION</b>                           | Page: 1 of 26      |
|  | SUPPLIER RELATIONSHIP MANAGEMENT (SRM)            | Revision: Approved |
|  | BE Manage eRFx (for Bidder - 2 Tier Evaluation)v2 |                    |

## Transaction Overview

### What

Use this procedure to response to the RFQ sent by the purchaser.

### When

Perform this procedure when responding to the RFQ invitation (2 Tier Evaluation).

### Prerequisites

- RFQ invitation has been sent out to bidder via email

### Menu Path

To login to SRM Portal, go to <https://supplier-selfservice.petronas.com.my/irj/portal>

### Transaction Code

Not Applicable

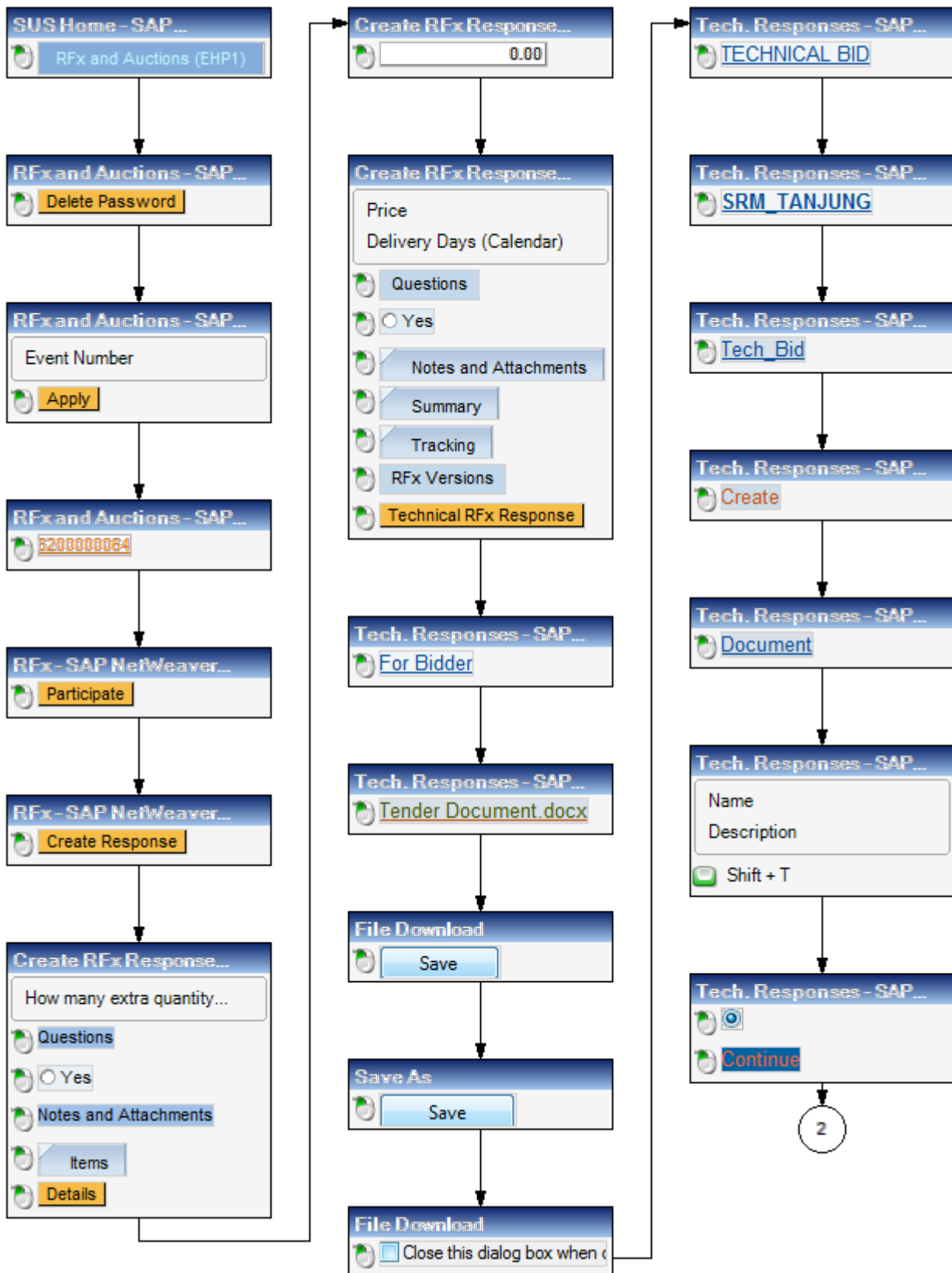
### Roles

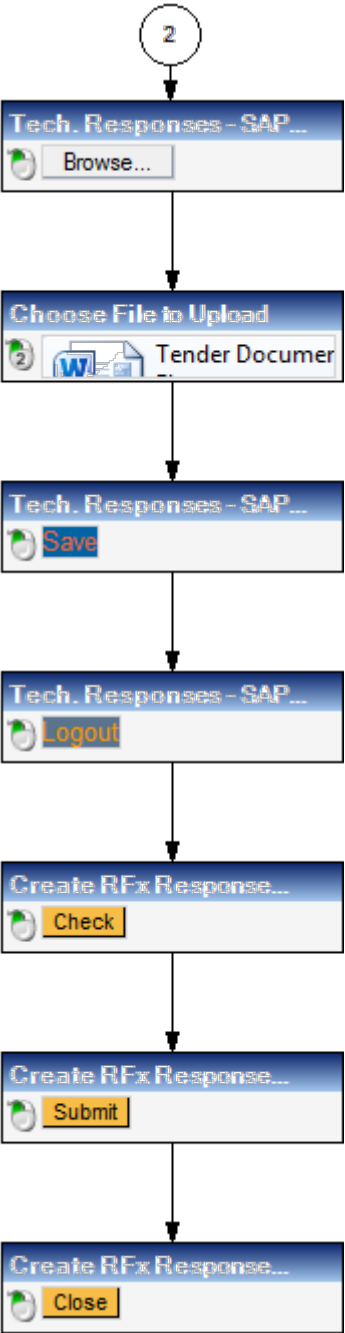
- Bidder

### Helpful Hints

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

## Screen Flow

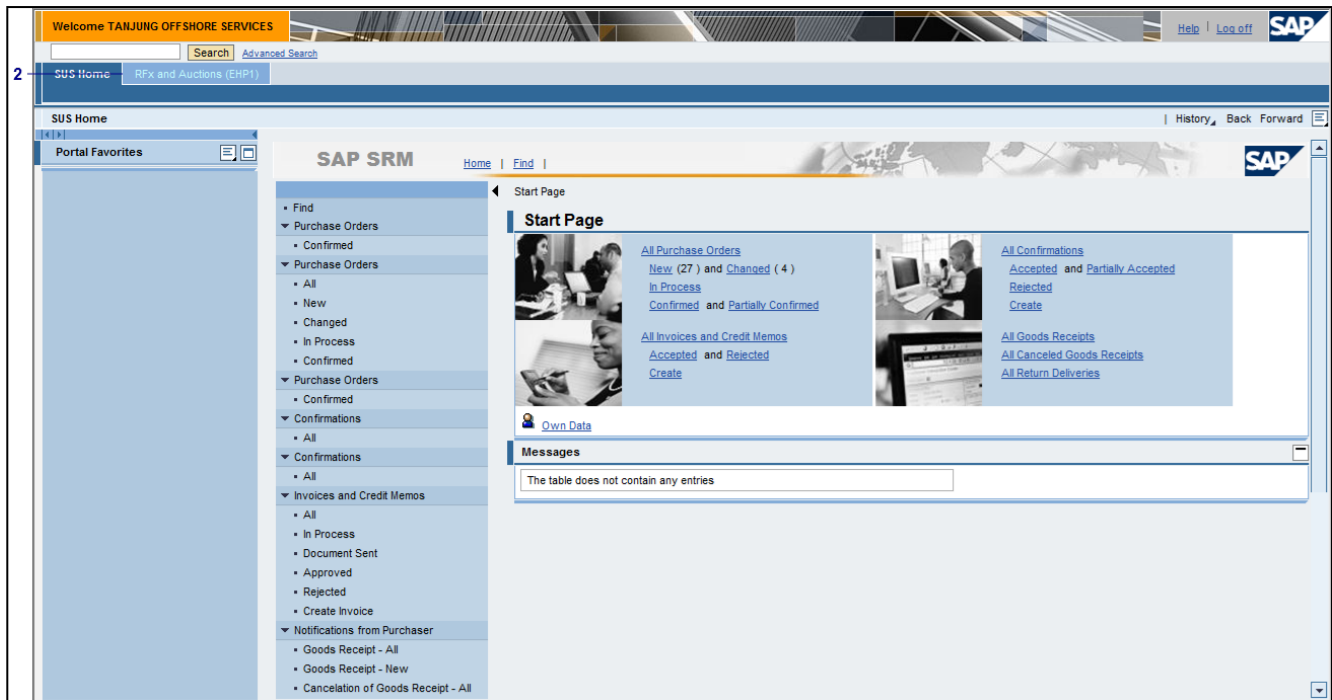




## Procedure

1. Start the transaction by login to the SRM portal at <https://ebp.petronas.com.my>.

### SUS Home - SAP NetWeaver Portal - Windows Internet Explorer



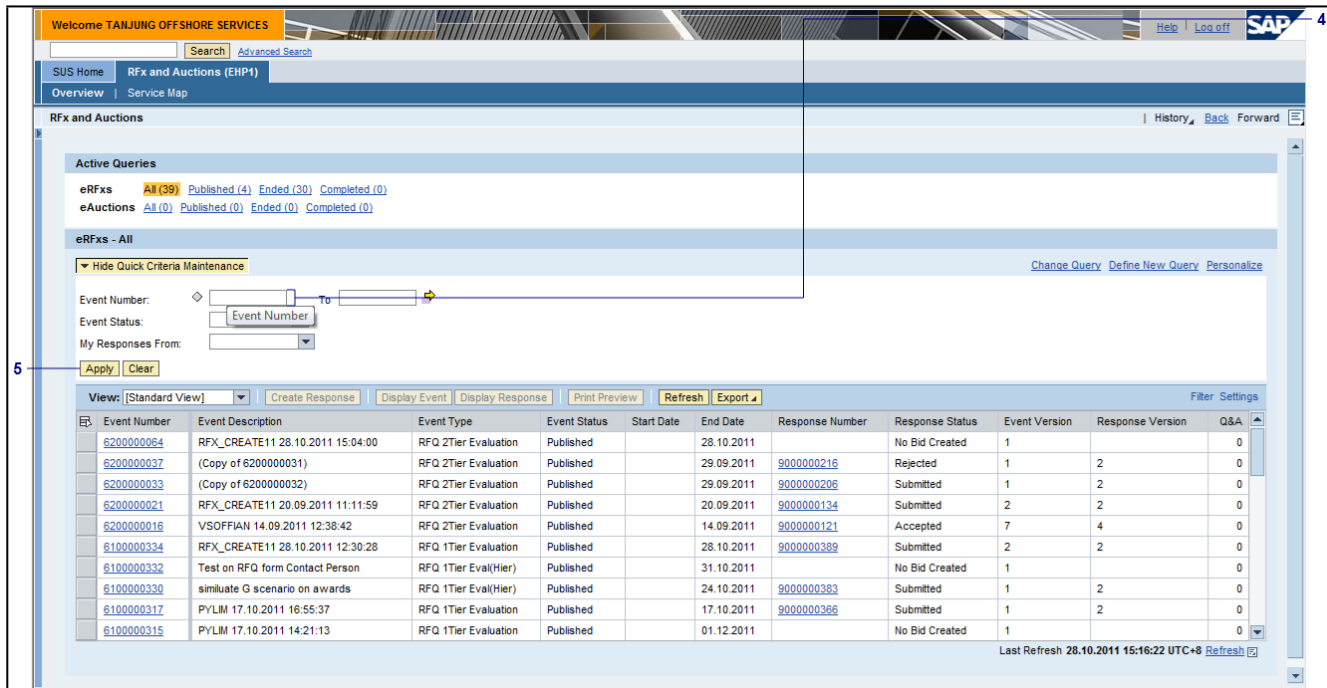
2. Click RFx and Auctions (EHP1) tab control **RFx and Auctions (EHP1)**. Search for RFQ number as per email.

### RFx and Auctions - SAP NetWeaver Portal - Windows Internet Explorer provided by iPerintis Sdn. Bhd.



3. For the first time log on, Click Delete Password button **Delete Password** in order to proceed to next step.

## RFx and Auctions - SAP NetWeaver Portal



4

5

Active Queries

eRFxs **All (39)** Published (4) Ended (30) Completed (0)

eAuctions **All (0)** Published (0) Ended (0) Completed (0)

eRFxs - All

Hide Quick Criteria Maintenance

Event Number:  To

Event Status:

My Responses From:

Apply Clear

View: [Standard View] Create Response Display Event Display Response Print Preview Refresh Export Filter Settings

| Event Number | Event Description                | Event Type           | Event Status | Start Date | End Date | Response Number | Response Status | Event Version | Response Version | Q&A |
|--------------|----------------------------------|----------------------|--------------|------------|----------|-----------------|-----------------|---------------|------------------|-----|
| 6200000064   | RFX_CREATE11 28.10.2011 15:04:00 | RFQ 2Tier Evaluation | Published    | 28.10.2011 |          |                 | No Bid Created  | 1             |                  | 0   |
| 6200000037   | (Copy of 6200000031)             | RFQ 2Tier Evaluation | Published    | 29.09.2011 |          | 9000000216      | Rejected        | 1             | 2                | 0   |
| 6200000033   | (Copy of 6200000032)             | RFQ 2Tier Evaluation | Published    | 29.09.2011 |          | 9000000206      | Submitted       | 1             | 2                | 0   |
| 6200000021   | RFX_CREATE11 20.09.2011 11:11:59 | RFQ 2Tier Evaluation | Published    | 20.09.2011 |          | 9000000134      | Submitted       | 2             | 2                | 0   |
| 6200000016   | VSOFFIAN 14.09.2011 12:38:42     | RFQ 2Tier Evaluation | Published    | 14.09.2011 |          | 9000000121      | Accepted        | 7             | 4                | 0   |
| 6100000334   | RFX_CREATE11 28.10.2011 12:30:28 | RFQ 1Tier Evaluation | Published    | 28.10.2011 |          | 9000000389      | Submitted       | 2             | 2                | 0   |
| 6100000332   | Test on RFQ form Contact Person  | RFQ 1Tier Eval(Hier) | Published    | 31.10.2011 |          |                 | No Bid Created  | 1             |                  | 0   |
| 6100000330   | simulate G scenario on awards    | RFQ 1Tier Eval(Hier) | Published    | 24.10.2011 |          | 9000000383      | Submitted       | 1             | 2                | 0   |
| 6100000317   | PYLM 17.10.2011 16:55:37         | RFQ 1Tier Evaluation | Published    | 17.10.2011 |          | 9000000366      | Submitted       | 1             | 2                | 0   |
| 6100000315   | PYLM 17.10.2011 14:21:13         | RFQ 1Tier Evaluation | Published    | 01.12.2011 |          |                 | No Bid Created  | 1             |                  | 0   |

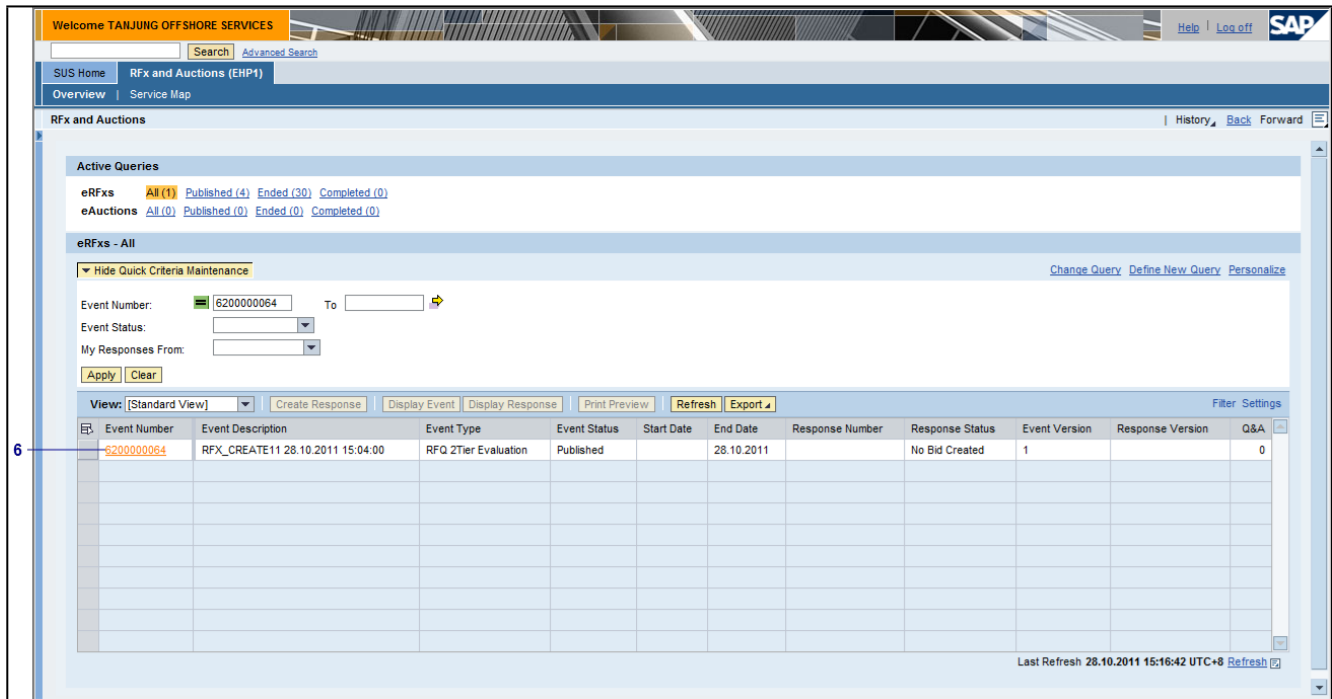
Last Refresh 28.10.2011 15:16:22 UTC+8 Refresh

4. As required, complete/review the following fields:

| Field         | R/O/C | Description   |
|---------------|-------|---|
| Event Number: | R     | Enter keyword to search for RFQ.<br><b>Example:</b><br>6200000064 |

5. Click Apply button **Apply**.

## RFx and Auctions - SAP NetWeaver Portal



Welcome TAIJUNG OFFSHORE SERVICES

SUS Home RFx and Auctions (EHP1)

Overview Service Map

RFx and Auctions

Active Queries

eRFxs [All \(1\)](#) [Published \(4\)](#) [Ended \(30\)](#) [Completed \(0\)](#)

eAuctions [All \(0\)](#) [Published \(0\)](#) [Ended \(0\)](#) [Completed \(0\)](#)

eRFxs - All

Hide Quick Criteria Maintenance

Event Number: 6200000064 To

Event Status:

My Responses From:

Apply Clear

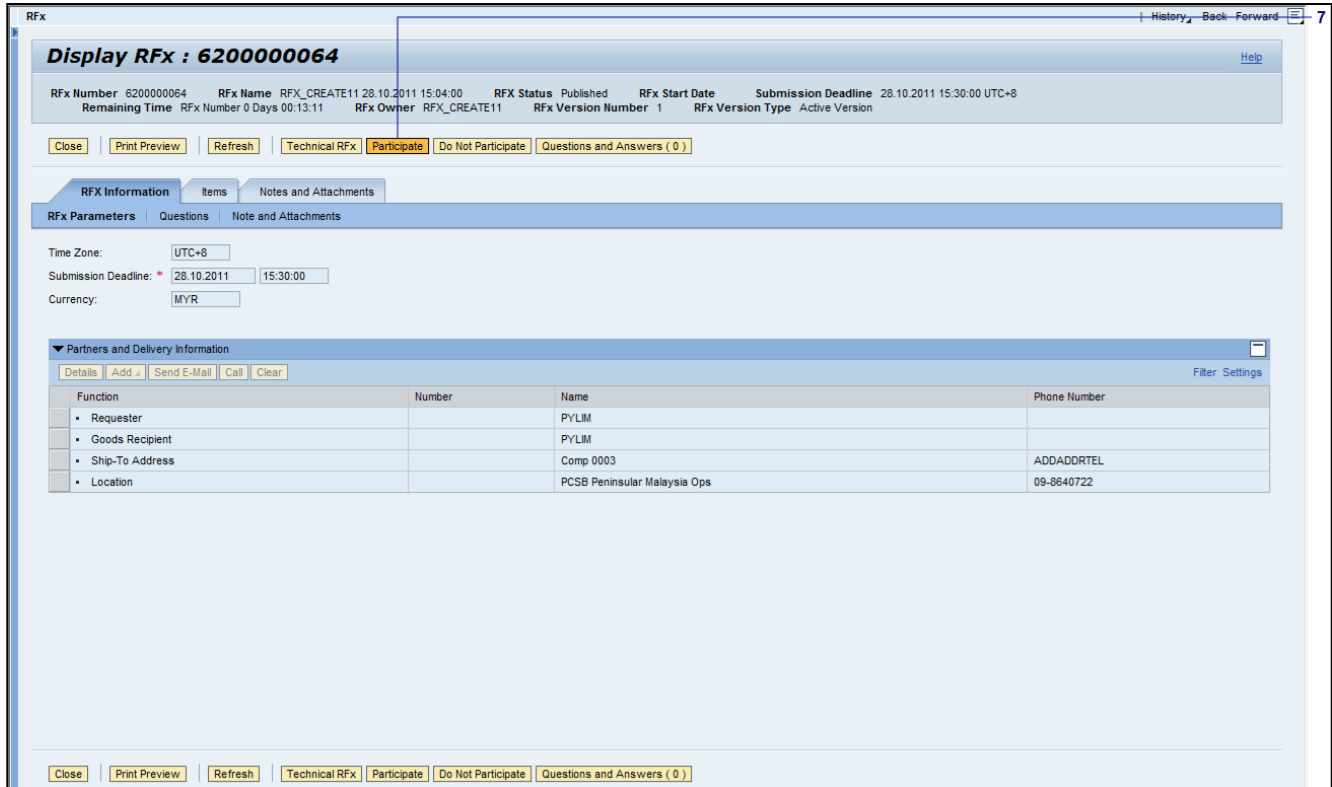
View: [Standard View] Create Response Display Event Display Response Print Preview Refresh Export

| Event Number               | Event Description                | Event Type           | Event Status | Start Date | End Date   | Response Number | Response Status | Event Version | Response Version | Q&A |
|----------------------------|----------------------------------|----------------------|--------------|------------|------------|-----------------|-----------------|---------------|------------------|-----|
| <a href="#">6200000064</a> | RFQ_CREATE11 28.10.2011 15:04:00 | RFQ 2Tier Evaluation | Published    |            | 28.10.2011 |                 | No Bid Created  | 1             |                  | 0   |

Last Refresh 28.10.2011 15:16:42 UTC+8 Refresh

6. Click on the RFQ number, for example - 6200000064 link label [6200000064](#).

## RFx - SAP NetWeaver Portal



RFx

Display RFx : 6200000064

RFx Number 6200000064 RFx Name RFQ\_CREATE11 28.10.2011 15:04:00 RFx Status Published RFx Start Date Submission Deadline 28.10.2011 15:30:00 UTC+8

Remaining Time RFx Number 0 Days 00:13:11 RFx Owner RFQ\_CREATE11 RFx Version Number 1 RFx Version Type Active Version

Close Print Preview Refresh Technical RFx Participate Do Not Participate Questions and Answers ( 0 )

RFx Information Items Notes and Attachments

RFx Parameters Questions Note and Attachments

Time Zone: UTC+8

Submission Deadline: 28.10.2011 15:30:00

Currency: MYR

Partners and Delivery Information

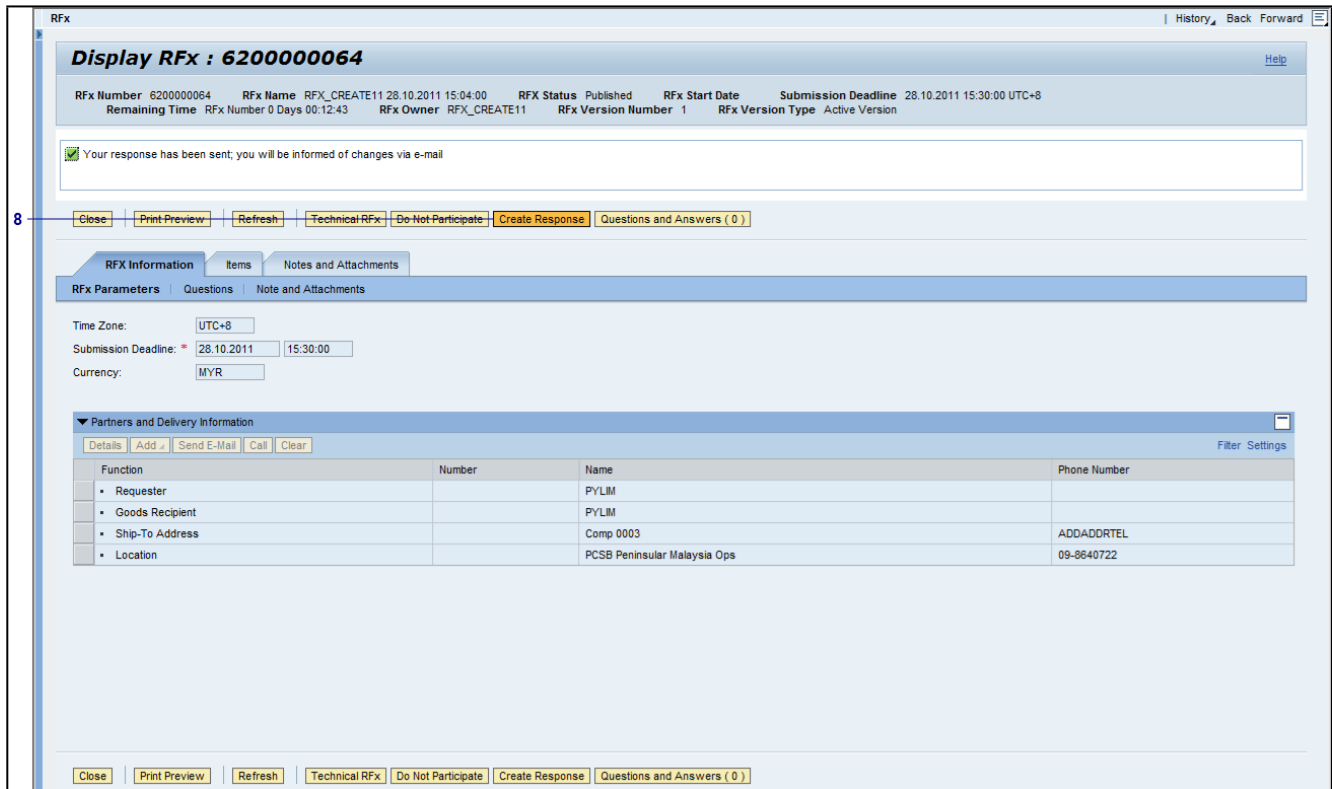
Details Add Send E-Mail Call Clear

| Function        | Number | Name                         | Phone Number |
|-----------------|--------|------------------------------|--------------|
| Requester       |        | PY/LIM                       |              |
| Goods Recipient |        | PY/LIM                       |              |
| Ship-To Address |        | Comp 0003                    | ADDADDRTEL   |
| Location        |        | PCSB Peninsular Malaysia Ops | 09-8640722   |

Close Print Preview Refresh Technical RFx Participate Do Not Participate Questions and Answers ( 0 )

7. Click Participate button [Participate](#).

## RFx - SAP NetWeaver Portal



**Display RFx : 6200000064**

RFx Number: 6200000064    RFx Name: RFx\_CREATE11 28.10.2011 15:04:00    RFx Status: Published    RFx Start Date:    Submission Deadline: 28.10.2011 15:30:00 UTC+8  
 Remaining Time: RFx Number 0 Days 00:12:43    RFx Owner: RFx\_CREATE11    RFx Version Number: 1    RFx Version Type: Active Version

☒ Your response has been sent; you will be informed of changes via e-mail

Close | Print Preview | Refresh | Technical RFx | Do Not Participate | **Create Response** | Questions and Answers ( 0 )

**RFx Information** | Items | Notes and Attachments

**RFx Parameters** | Questions | Note and Attachments

Time Zone: UTC+8  
 Submission Deadline: 28.10.2011 15:30:00  
 Currency: MYR

**Partners and Delivery Information**

Details | Add | Send E-Mail | Call | Clear | Filter Settings

| Function        | Number | Name                         | Phone Number |
|-----------------|--------|------------------------------|--------------|
| Requester       |        | PYLM                         |              |
| Goods Recipient |        | PYLM                         |              |
| Ship-To Address |        | Comp 0003                    | ADDADDRTEL   |
| Location        |        | PCSB Peninsular Malaysia Ops | 09-8640722   |

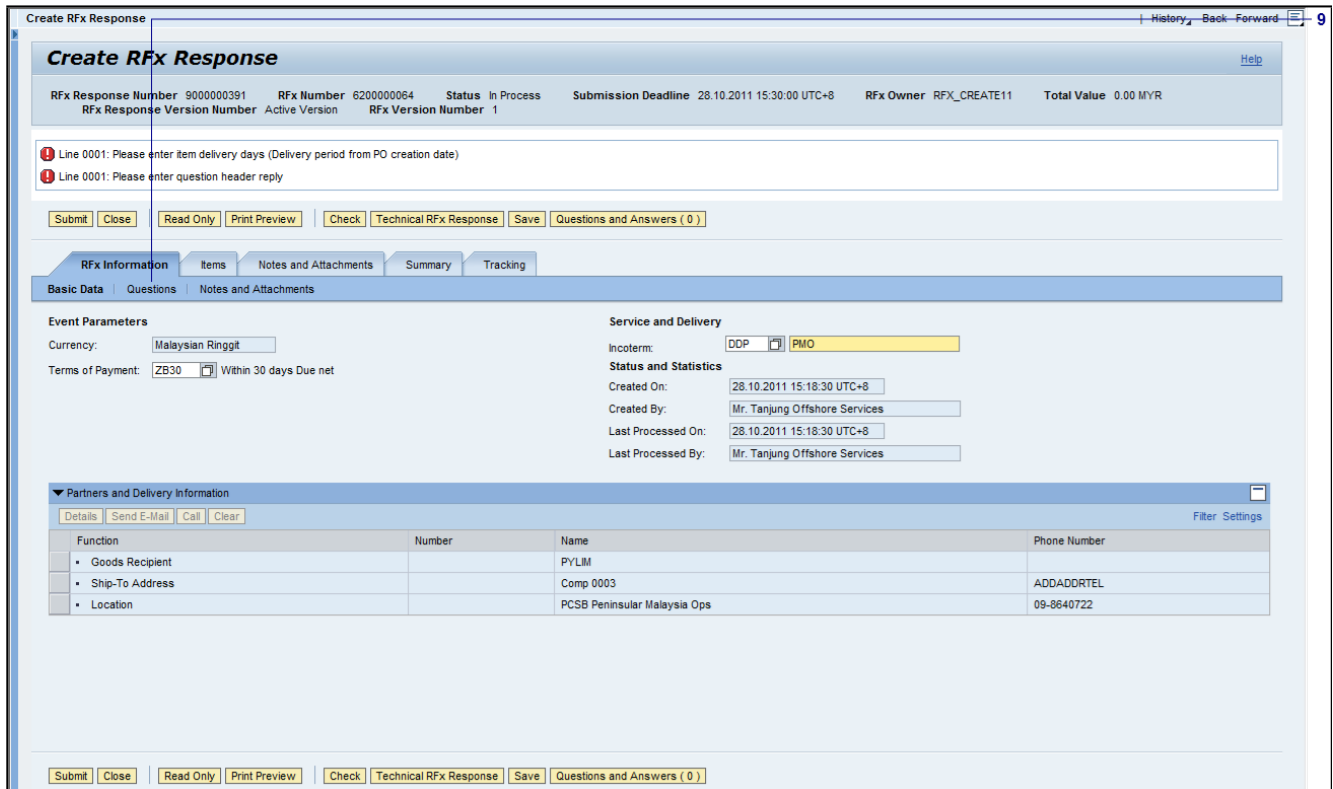
Close | Print Preview | Refresh | Technical RFx | Do Not Participate | **Create Response** | Questions and Answers ( 0 )

8. Click Create Response button **Create Response**.



The system displays message, "Your response has been sent, you will be informed of changes via e-mail".

## Create RfX Response - SAP NetWeaver Portal



**Create RfX Response**

RfX Response Number 9000000391 RfX Number 6200000064 Status In Process Submission Deadline 28.10.2011 15:30:00 UTC+8 RfX Owner RFX\_CREATE11 Total Value 0.00 MYR

RfX Response Version Number Active Version RfX Version Number 1

Line 0001: Please enter item delivery days (Delivery period from PO creation date)

Line 0001: Please enter question header reply

Submit Close Read Only Print Preview Check Technical RfX Response Save Questions and Answers (0)

**RfX Information** Items Notes and Attachments Summary Tracking

**Basic Data** Questions Notes and Attachments

**Event Parameters**

Currency: Malaysian Ringgit

Terms of Payment: ZB30 Within 30 days Due net

**Service and Delivery**

Incoterm: DDP PMO

**Status and Statistics**

Created On: 28.10.2011 15:18:30 UTC+8

Created By: Mr. Tanjung Offshore Services

Last Processed On: 28.10.2011 15:18:30 UTC+8

Last Processed By: Mr. Tanjung Offshore Services

**Partners and Delivery Information**

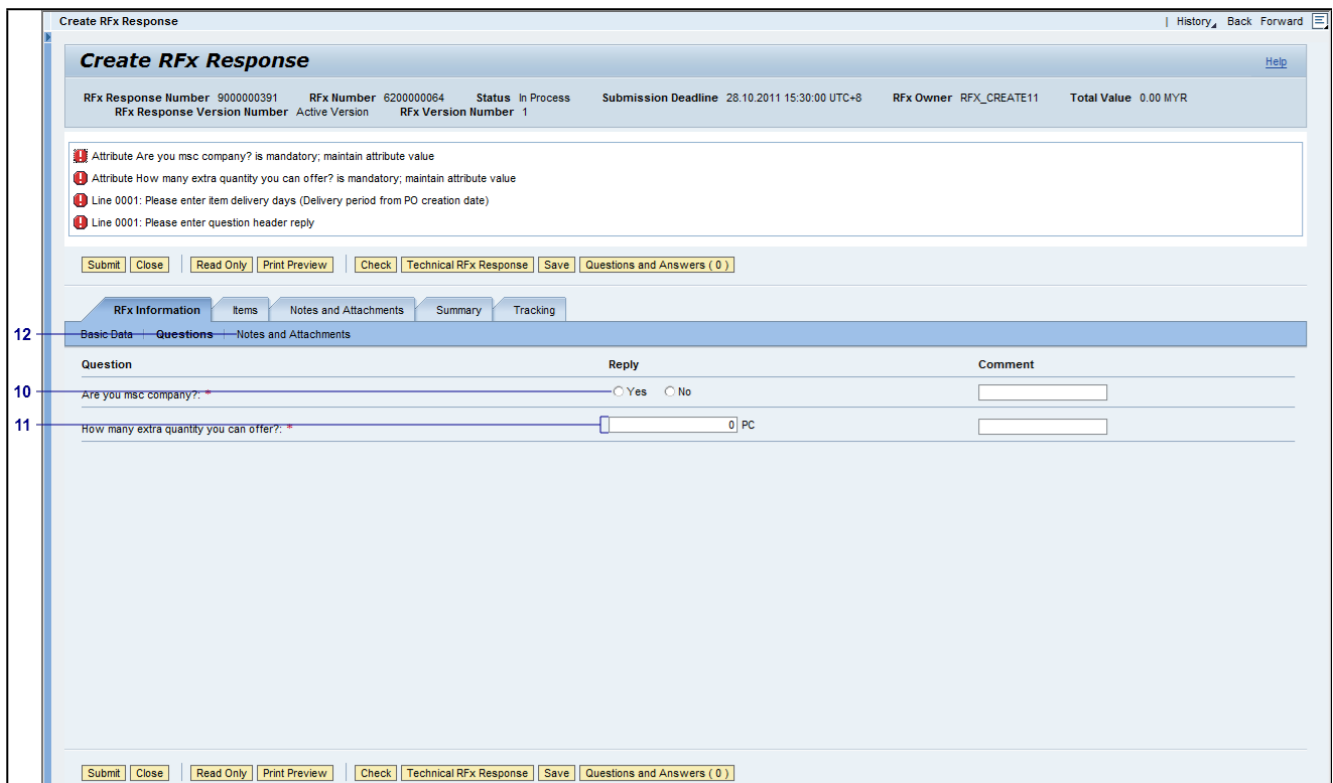
Details Send E-Mail Call Clear Filter Settings

| Function          | Number | Name                         | Phone Number |
|-------------------|--------|------------------------------|--------------|
| • Goods Recipient |        | PYLM                         |              |
| • Ship-To Address |        | Comp 0003                    | ADDADRTTEL   |
| • Location        |        | PCSB Peninsular Malaysia Ops | 09-8640722   |

Submit Close Read Only Print Preview Check Technical RfX Response Save Questions and Answers (0)

9. On RfX Information tab, click Questions menu item **Questions**. Answer all questions posted by the bidders.

## Create RfX Response - SAP NetWeaver Portal



**Create RfX Response**

RfX Response Number 9000000391 RfX Number 6200000064 Status In Process Submission Deadline 28.10.2011 15:30:00 UTC+8 RfX Owner RFX\_CREATE11 Total Value 0.00 MYR

RfX Response Version Number Active Version RfX Version Number 1

Attribute Are you msc company? is mandatory; maintain attribute value

Attribute How many extra quantity you can offer? is mandatory; maintain attribute value

Line 0001: Please enter item delivery days (Delivery period from PO creation date)

Line 0001: Please enter question header reply

Submit Close Read Only Print Preview Check Technical RfX Response Save Questions and Answers (0)

**RfX Information** Items Notes and Attachments Summary Tracking

**Basic Data** **Questions** Notes and Attachments

| Question                                 | Reply  | Comment              |
|--|--|----------------------|
| Are you msc company? *                   | <input type="radio"/> Yes <input type="radio"/> No | <input type="text"/> |
| How many extra quantity you can offer? * | <input type="text"/> 0 PC                          | <input type="text"/> |

Submit Close Read Only Print Preview Check Technical RfX Response Save Questions and Answers (0)



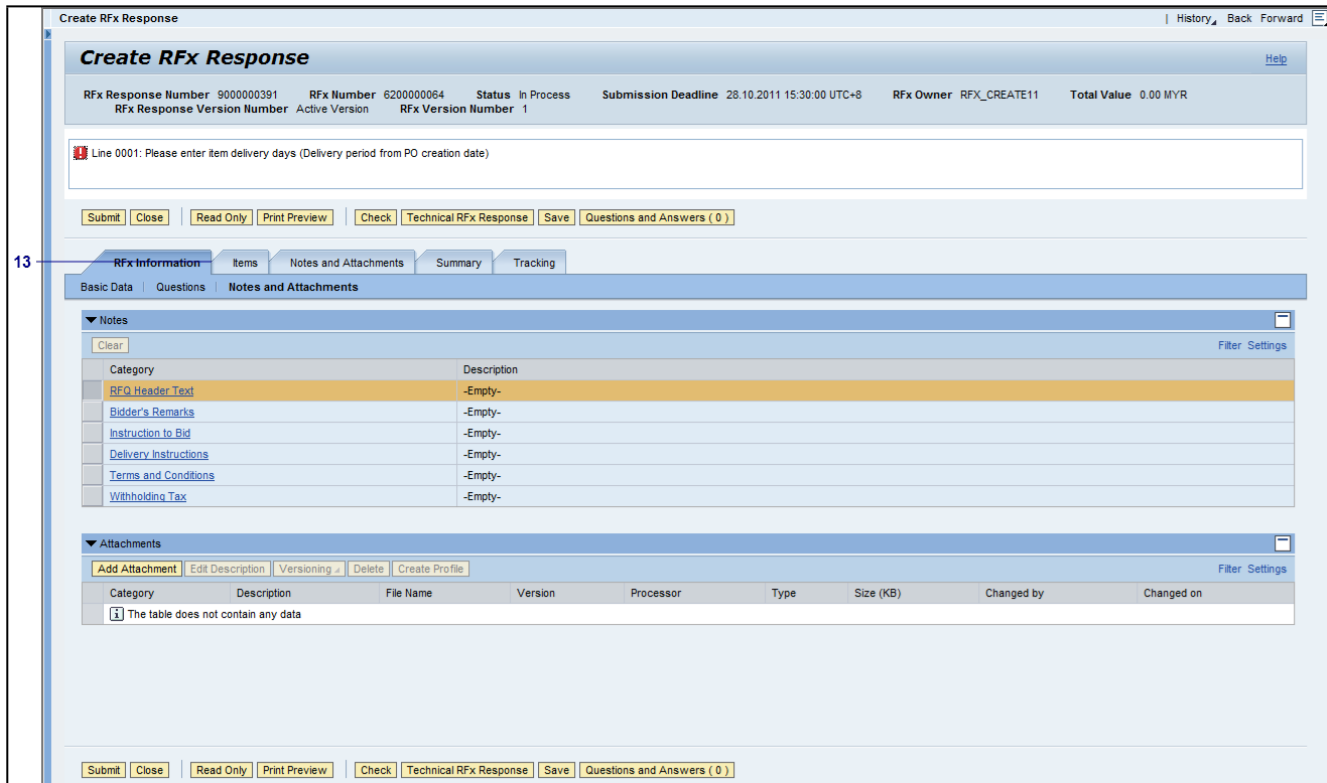
10. Click Yes radio button ☐ Yes.

11. As required, complete/review the following fields:

| Field                                   | R/O/C | Description                                    |
|---|-------|--|
| How many extra quantity you can offer?: | R     | Answer all questions<br><b>Example:</b><br>300 |

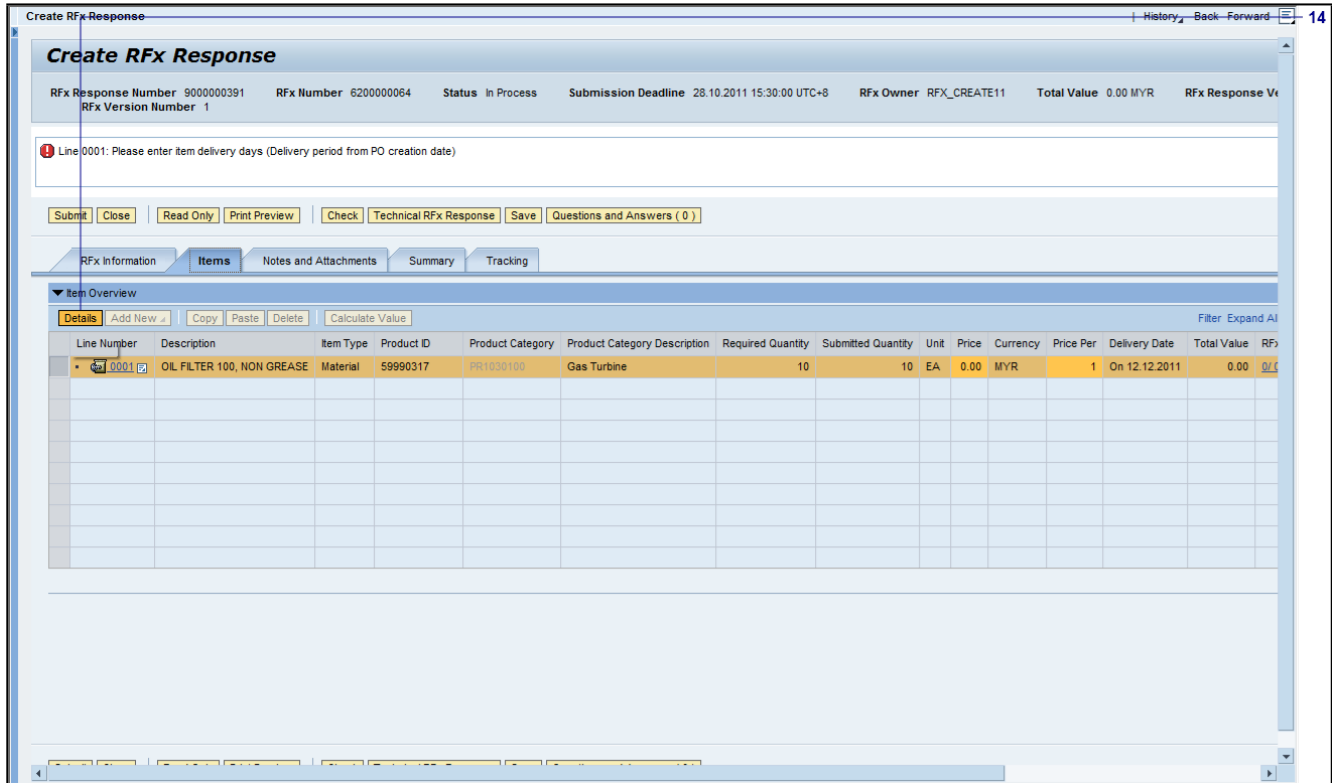
12. Click Notes and Attachments menu item **Notes and Attachments** view all notes or attachment.

### Create RFx Response - SAP NetWeaver Portal



13. Click Items tab control **Items**.

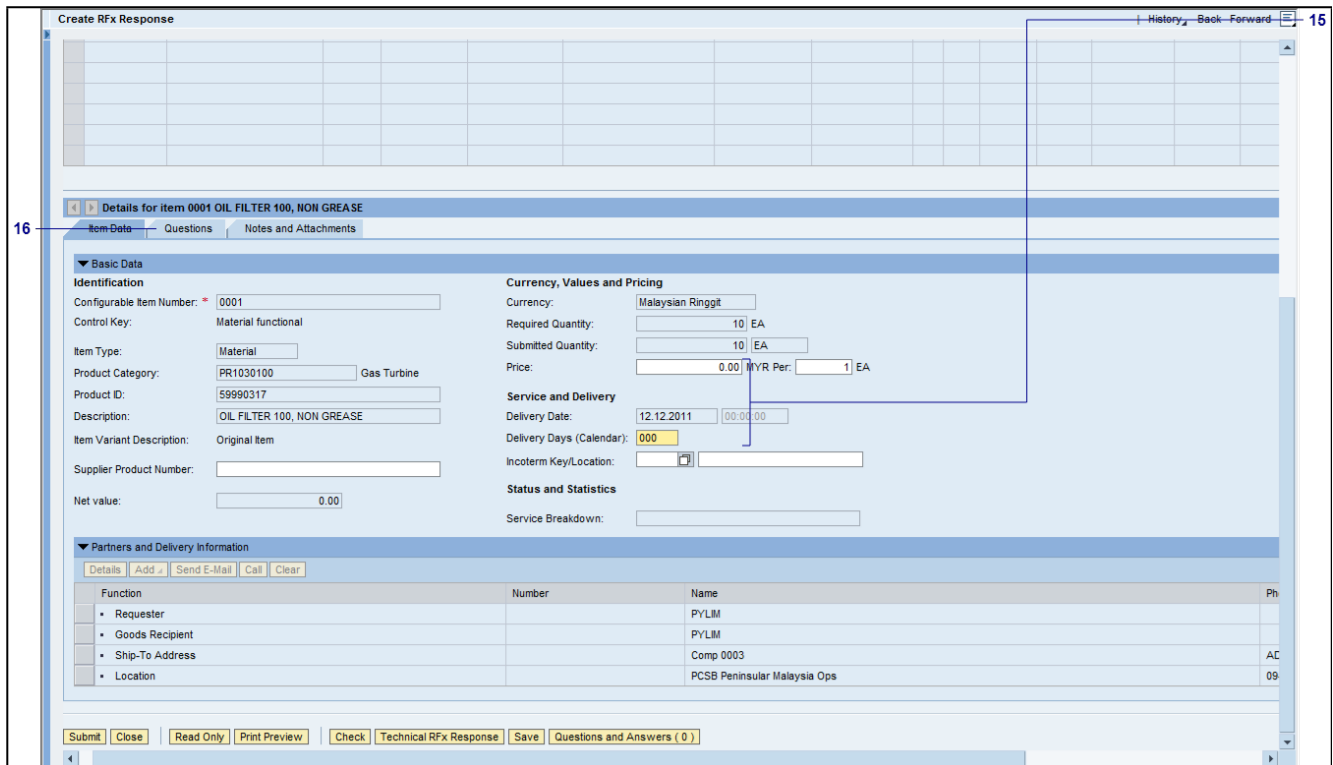
## Create Rfx Response - SAP NetWeaver Portal



14

14. Click Details button **Details**. You are required to enter Price of the products and Delivery days once PO is received.

## Create Rfx Response - SAP NetWeaver Portal



15

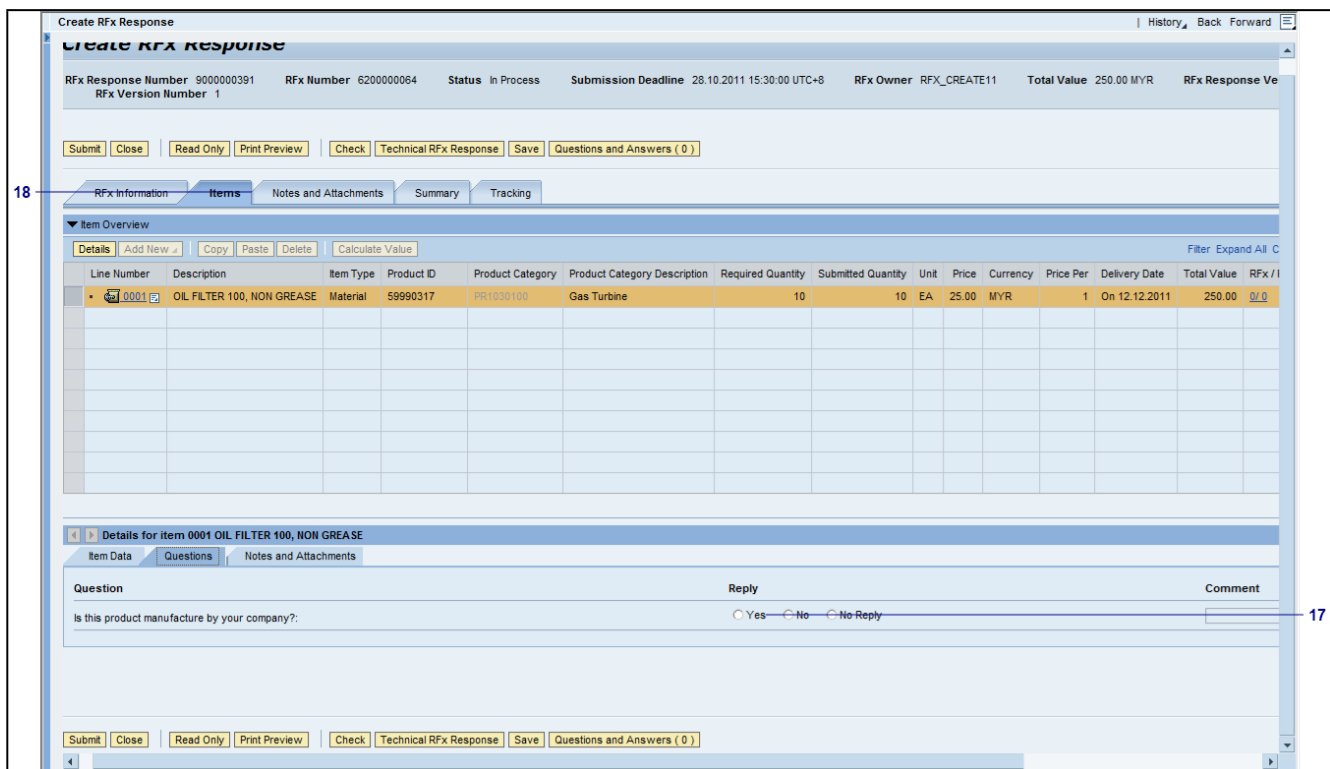
16

15. As required, complete/review the following fields:

| Field                     | R/O/C | Description  |
|---------------------------|-------|--|
| Price:                    | R     | Enter price of material / service charge offered by bidder.<br><b>Example:</b><br>25 |
| Delivery Days (Calendar): | R     | Enter delivery days taken to deliver service / goods.<br><b>Example:</b><br>3        |

16. Click Questions tab control **Questions**. Answer all questions posted by the purchaser.

### Create RFx Response - SAP NetWeaver Portal



17. Click Yes radio button **Yes**.

18. Click Notes and Attachments tab control **Notes and Attachments**.

## Create Rfx Response - SAP NetWeaver Portal

Create Rfx Response History Back Forward

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**Create Rfx Response** Help

Rfx Response Number 9000000391 Rfx Number 6200000064 Status In Process Submission Deadline 28.10.2011 15:30:00 UTC+8 Rfx Owner RFX\_CREATE11 Total Value 250.00 MYR  
 Rfx Response Version Number Active Version Rfx Version Number 1

19. **Notes and Attachments**

**Notes** Filter Settings

| Assigned To | Category | Text Preview |
|-------------|----------|--------------|
|             |          |              |

**Attachments** Filter Settings

| Assigned To                         | Category | Description | File Name | Version | Processor | Checked Out | Type | Size (KB) | Changed by | Changed on |
|-------------------------------------|----------|-------------|-----------|---------|-----------|-------------|------|-----------|------------|------------|
| The table does not contain any data |          |             |           |         |           |             |      |           |            |            |

19. Click Summary tab control Summary

## Create Rfx Response - SAP NetWeaver Portal

Create Rfx Response History Back Forward

---

**Create Rfx Response** Help

Rfx Response Number 9000000391 Rfx Number 6200000064 Status In Process Submission Deadline 28.10.2011 15:30:00 UTC+8 Rfx Owner RFX\_CREATE11 Total Value 250.00 MYR  
 Rfx Response Version Number Active Version Rfx Version Number 1

20. **Summary**

Rfx Response Number: 9000000391

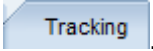
Items with Response: 1 out of 1 items responded

Questions: 3 out of 3 questions answered ( 2 out of 2 mandatory)

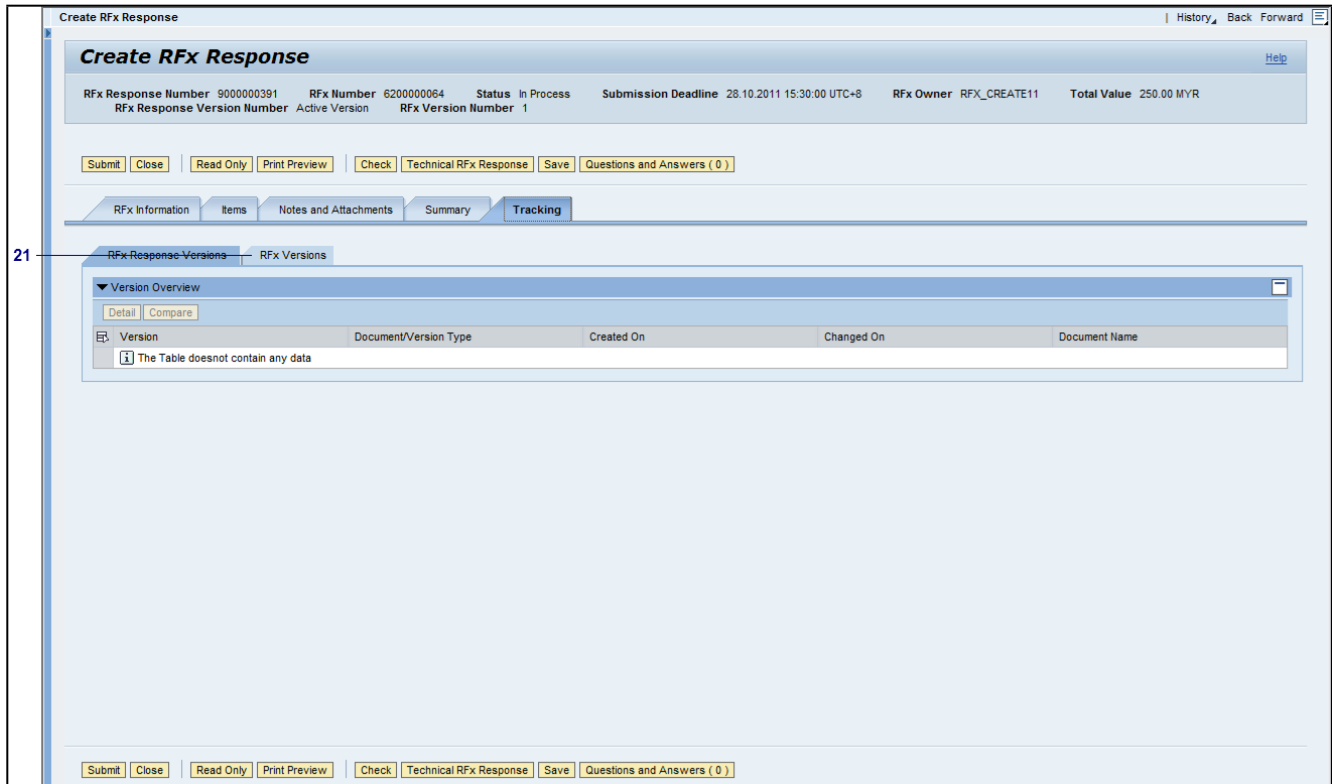
Notes: No Notes Added

Attachments: No Attachments Added

Total Rfx Response Value: 250.00 MYR

20. Click Tracking tab control .

### Create RFX Response - SAP NetWeaver Portal



**Create RFX Response**

RFx Response Number: 9000000391    RFx Number: 6200000064    Status: In Process    Submission Deadline: 28.10.2011 15:30:00 UTC+8    RFx Owner: RFX\_CREATE11    Total Value: 250.00 MYR

RFx Response Version Number: Active Version    RFx Version Number: 1

Submit Close Read Only Print Preview Check Technical RFx Response Save Questions and Answers ( 0 )

RFx Information Items Notes and Attachments Summary **Tracking**

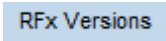
RFx-Response-Versions RFx Versions

**Version Overview**

Detail Compare

| Version                            | Document/Version Type | Created On | Changed On | Document Name |
|------------------------------------|-----------------------|------------|------------|---------------|
| The Table doesnot contain any data |                       |            |            |               |

Submit Close Read Only Print Preview Check Technical RFx Response Save Questions and Answers ( 0 )

21. Click RFx Versions tab control  to view details of the response version.

## Create RFx Response - SAP NetWeaver Portal

Create RFx Response

RFx Response Number 9000000391 RFx Number 6200000064 Status In Process Submission Deadline 28.10.2011 15:30:00 UTC+8 RFx Owner RFX\_CREATE11 Total Value 250.00 MYR

RFx Response Version Number Active Version RFx Version Number 1

Submit Close Read Only Print Preview Check **Technical RFx Response** Save Questions and Answers ( 0 )

RFx Information Items Notes and Attachments Summary **Tracking**

RFx Response Versions RFx Versions

Version Overview

Detail Compare

| Version | Document/Version Type | Created On          | Changed On          | Document Name                    | External Version Number |
|---------|-----------------------|---------------------|---------------------|----------------------------------|-------------------------|
| 2       | Active Document       | 28.10.2011 15:04:10 | 28.10.2011 15:15:05 | RFX_CREATE11 28.10.2011 15:04... | 1                       |

Submit Close Read Only Print Preview Check **Technical RFx Response** Save Questions and Answers ( 0 )

22. To download any attachment for the bidder such as tender document, open the RFQ document and click Technical RFx Response button **Technical RFx Response**.

## Tech. Responses - SAP NetWeaver Portal

Tech. Responses

SAP mySAP PLM cFolders Collaboration on the Web

Home Refresh Search Favorites Settings Help Logout

Technical Details

TECHNICAL BID For Bidder EXTERNAL AREA

**Folder EXTERNAL AREA**

Current Path: Collaboration > ... > EXTERNAL AREA

Folder

To save any changes made, click Save.

Name EXTERNAL AREA

Subscribe ☐

Authorization Read

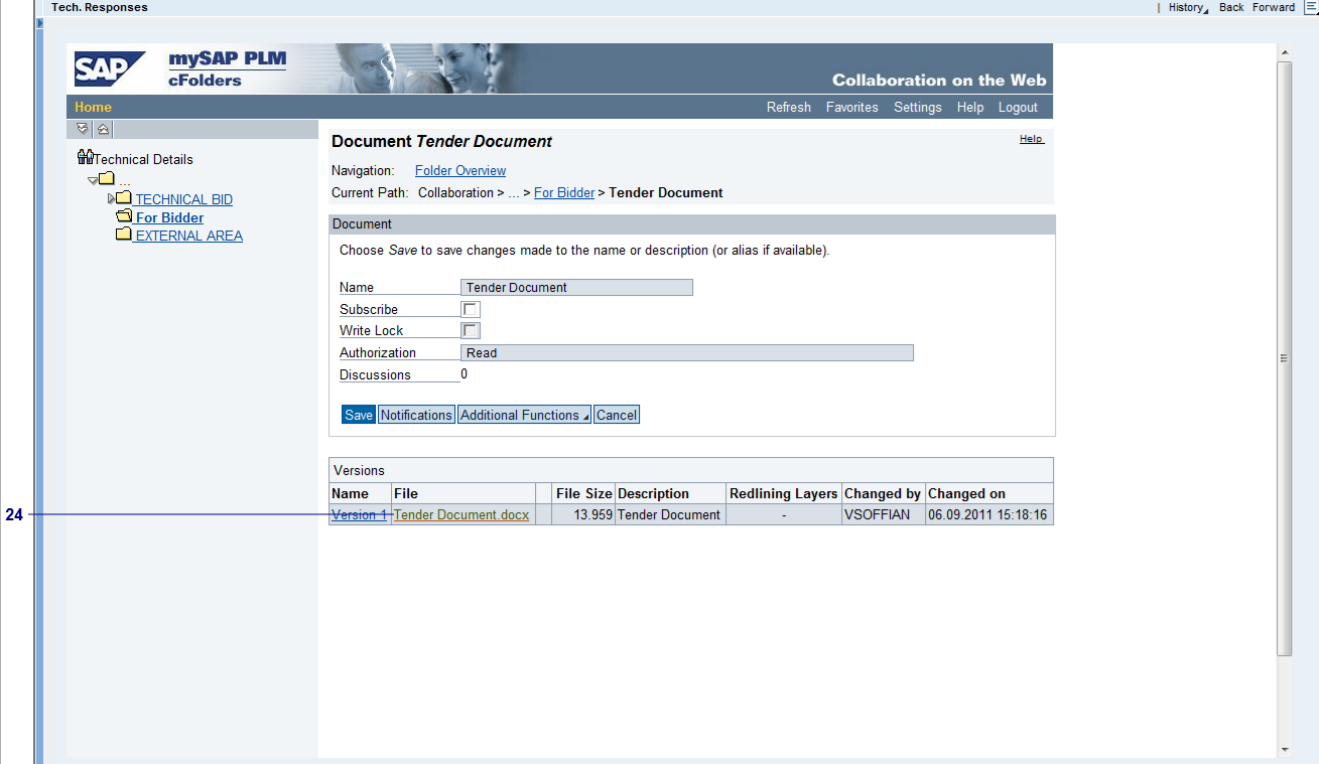
Save Notifications Additional Functions Cancel

Choose an object to display the folder objects. To copy objects, select the required objects and then choose Copy.

| Name  | Current Version | Read | Status | Changed by | Changed on |
|-------|-----------------|------|--------|------------|------------|
| Empty |                 |      |        |            |            |

23. Click For Bidder label [For Bidder](#).

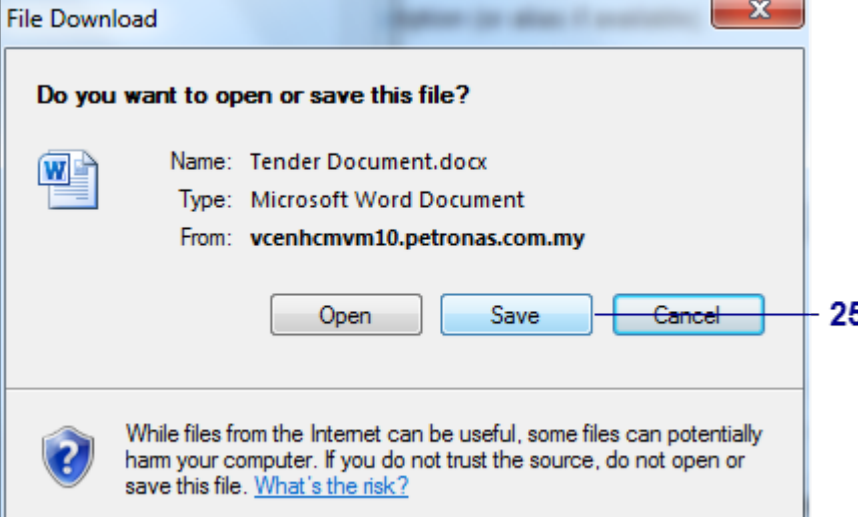
### Tech. Responses - SAP NetWeaver Portal



24. Click Tender Document.docx label [Tender Document.docx](#).

24. Click Tender Document.docx label [Tender Document.docx](#).

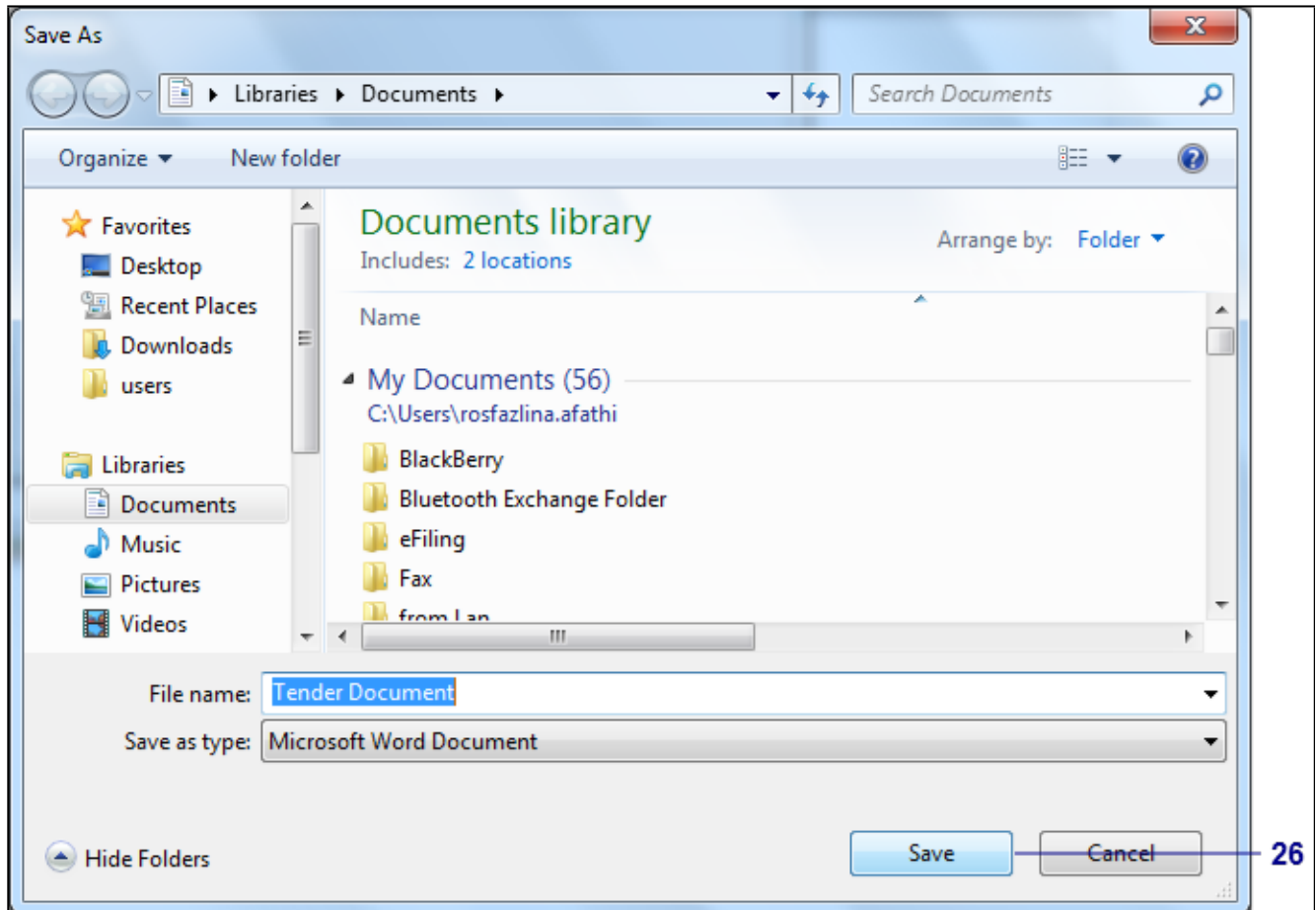
### File Download



25. Click Save button [Save](#).

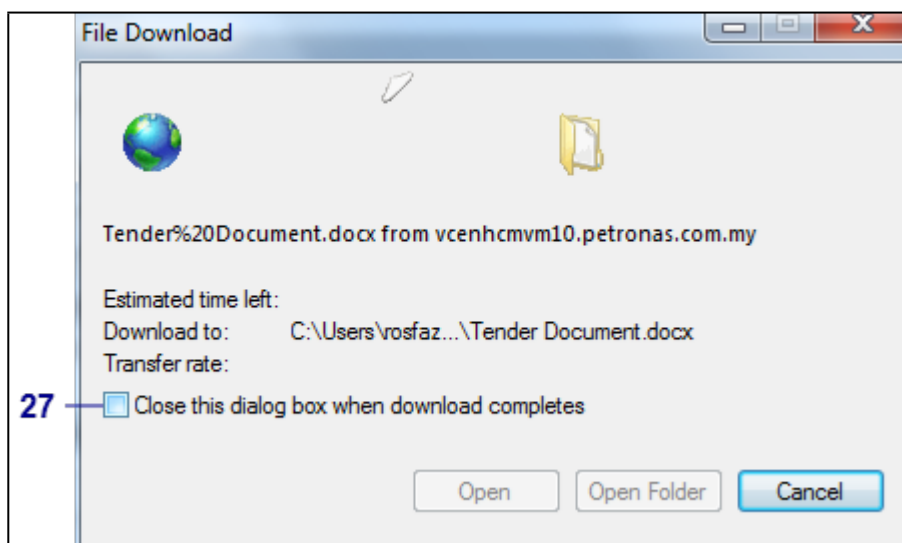
25. Click Save button [Save](#).

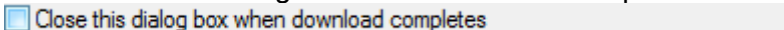
## Save As




26. Click Save button .

## File Download



27. Click Close this dialog box when download completes check box .

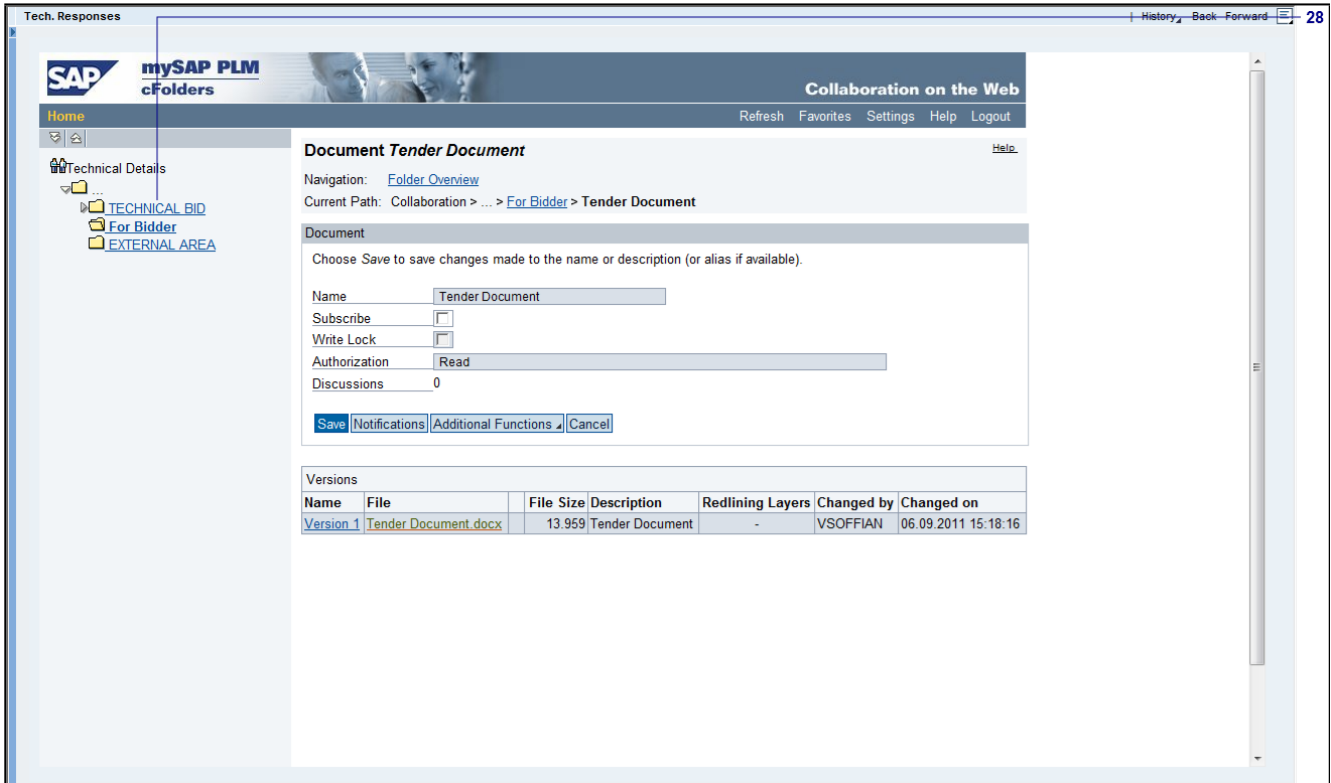


|  |   |                    |
|--|---|--------------------|
|  | <b>WORK INSTRUCTION</b>                           | Page: 17 of 26     |
|  | SUPPLIER RELATIONSHIP MANAGEMENT (SRM)            | Revision: Approved |
|  | BE Manage eRFx (for Bidder - 2 Tier Evaluation)v2 |                    |



*The next steps show how to upload Technical Response RFx documents to Purchaser via portal.*

## Tech. Responses - SAP NetWeaver Portal



28

Document **Tender Document**

Navigation: [Folder Overview](#)

Current Path: Collaboration > ... > [For Bidder](#) > Tender Document

Document

Choose Save to save changes made to the name or description (or alias if available).

Name:

Subscribe: ☐

Write Lock: ☐

Authorization:

Discussions:

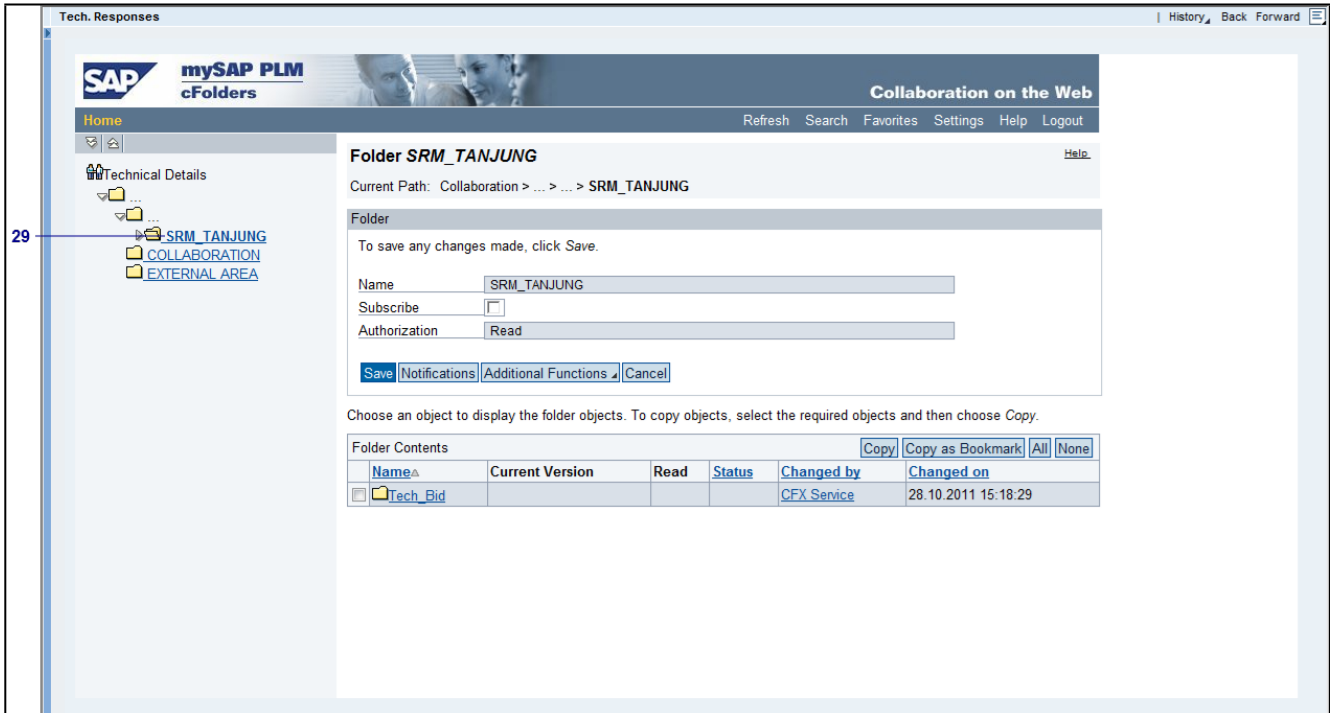
[Save](#) [Notifications](#) [Additional Functions](#) [Cancel](#)

Versions

| Name      | File                                 | File Size | Description     | Redlining Layers | Changed by | Changed on          |
|-----------|--------------------------------------|-----------|-----------------|------------------|------------|---------------------|
| Version 1 | <a href="#">Tender Document.docx</a> | 13.959    | Tender Document | -                | VSOFFIAN   | 06.09.2011 15:18:16 |

28. Click TECHNICAL BID label [TECHNICAL BID](#).

## Tech. Responses - SAP NetWeaver Portal



29

Folder **SRM\_TANJUNG**

Current Path: Collaboration > ... > ... > SRM\_TANJUNG

Folder

To save any changes made, click Save.

Name:

Subscribe: ☐

Authorization:

[Save](#) [Notifications](#) [Additional Functions](#) [Cancel](#)

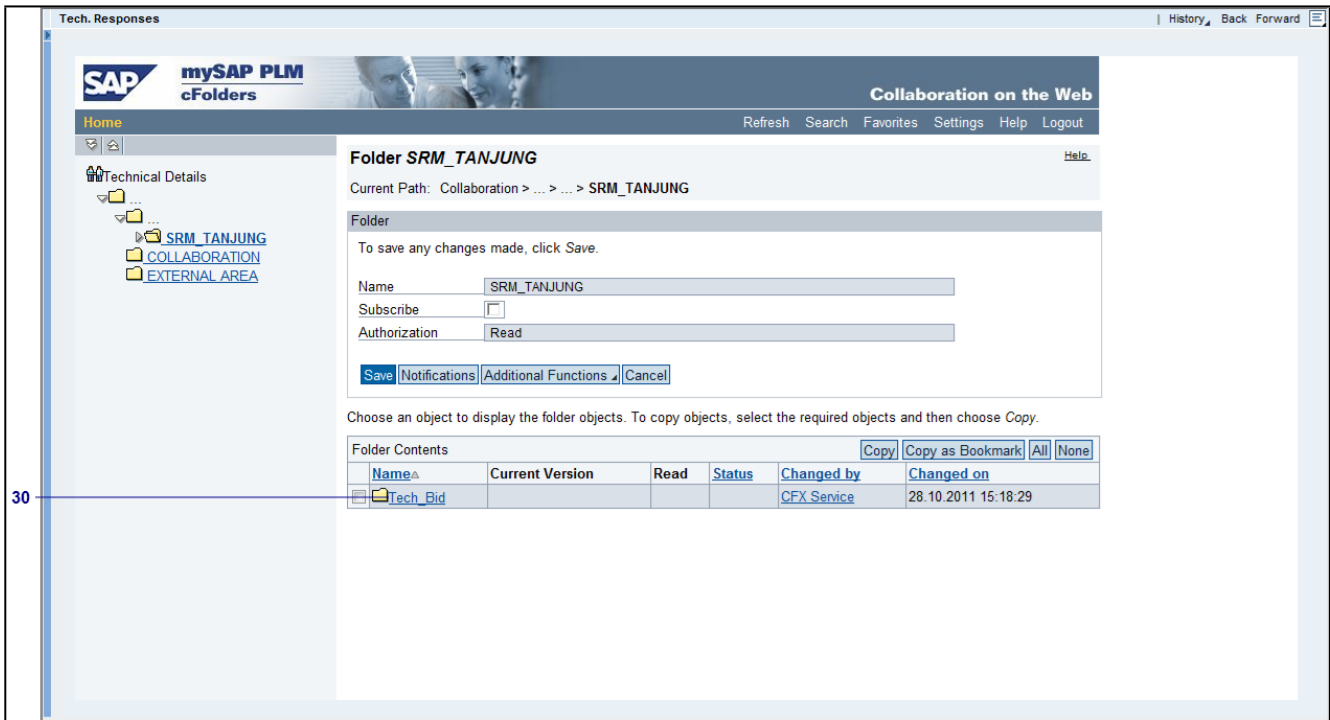
Choose an object to display the folder objects. To copy objects, select the required objects and then choose Copy.

Folder Contents

| Name  | Current Version | Read | Status | Changed by  | Changed on          |
|---|-----------------|------|--------|-------------|---------------------|
| <input type="checkbox"/> <a href="#">Tech_Bid</a> |                 |      |        | CFX Service | 28.10.2011 15:18:29 |

29. Click SRM\_TANJUNG label [SRM\\_TANJUNG](#).

## Tech. Responses - SAP NetWeaver Portal



**Folder SRM\_TANJUNG**

Current Path: Collaboration > ... > SRM\_TANJUNG

Folder

To save any changes made, click Save.

Name: SRM\_TANJUNG

Subscribe: ☐

Authorization: Read

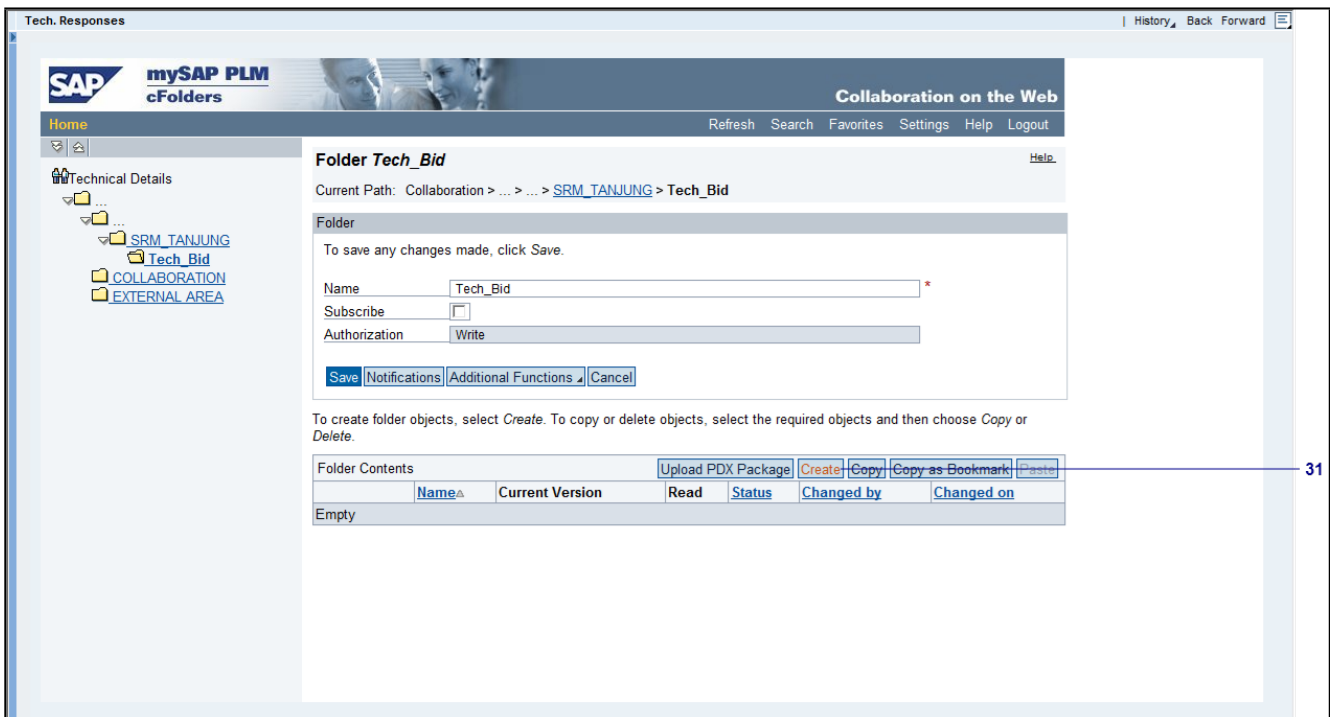
Save Notifications Additional Functions Cancel

Choose an object to display the folder objects. To copy objects, select the required objects and then choose Copy.

| Name     | Current Version | Read | Status | Changed by  | Changed on          |
|----------|-----------------|------|--------|-------------|---------------------|
| Tech_Bid |                 |      |        | CFX Service | 28.10.2011 15:18:29 |

30. Click Tech\_Bid label [Tech\\_Bid](#).

## Tech. Responses - SAP NetWeaver Portal



**Folder Tech\_Bid**

Current Path: Collaboration > ... > SRM\_TANJUNG > Tech\_Bid

Folder

To save any changes made, click Save.

Name: Tech\_Bid

Subscribe: ☐

Authorization: Write

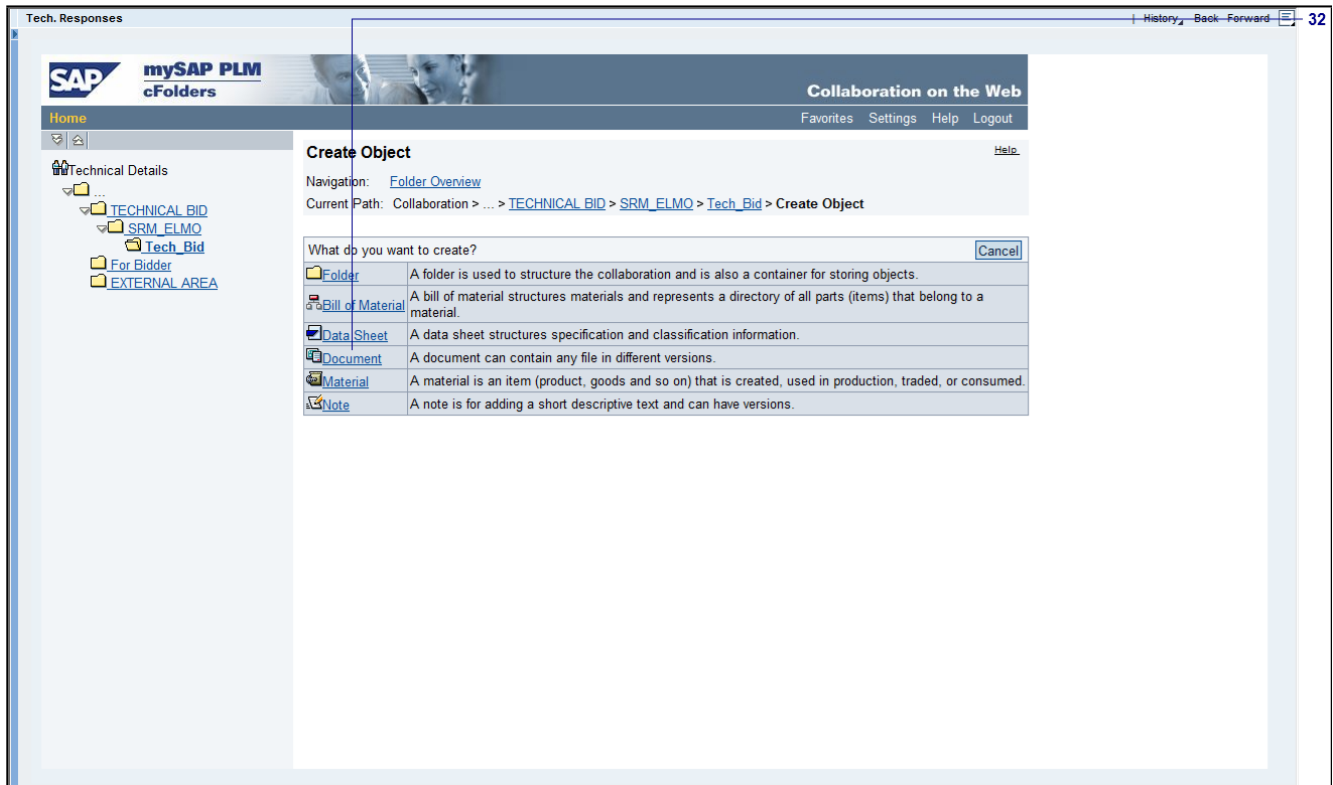
Save Notifications Additional Functions Cancel

To create folder objects, select Create. To copy or delete objects, select the required objects and then choose Copy or Delete.

| Name  | Current Version | Read | Status | Changed by | Changed on |
|-------|-----------------|------|--------|------------|------------|
| Empty |                 |      |        |            |            |

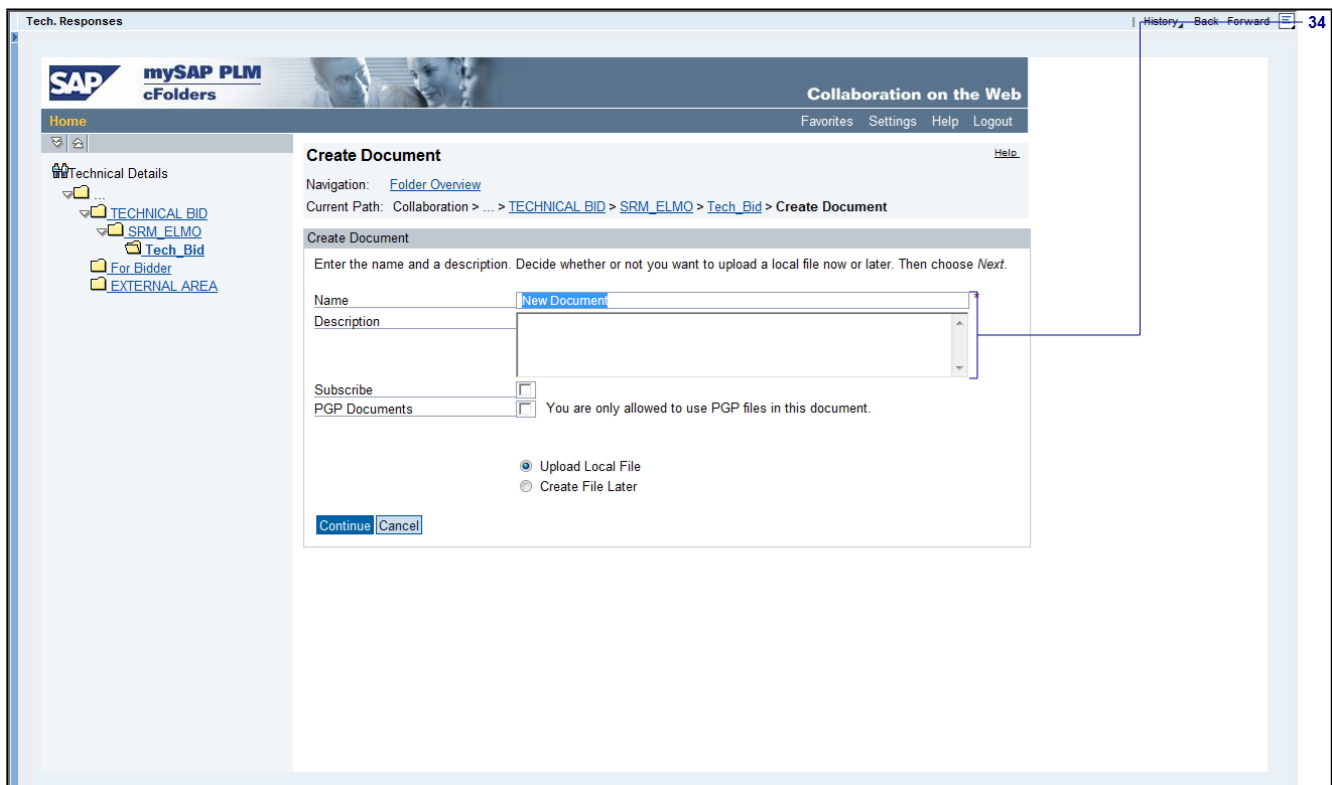
31. Click Create label [Create](#).

## Tech. Responses - SAP NetWeaver Portal



**32.** Click Document label [Document](#).

## Tech. Responses - SAP NetWeaver Portal

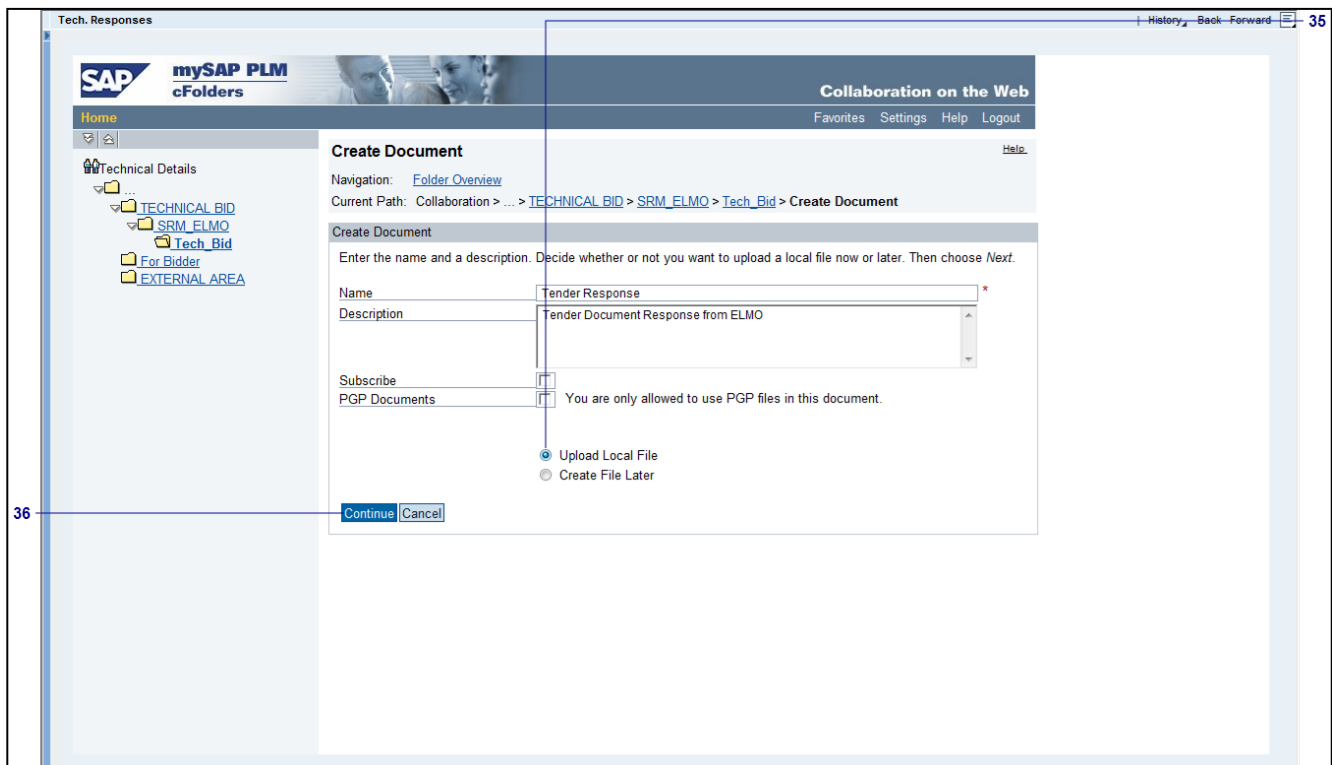


**33.** Enter Document Name

34. As required, complete/review the following fields:


| Field       | R/O/C | Description   |
|-------------|-------|---|
| Name        | R     | Name that identifies an entity.<br><b>Example:</b><br>Tender Response   |
| Description | R     | Text to identify and characterize an object or activity.<br><b>Example:</b><br>Tender Document Response from ELMO |

### Tech. Responses - SAP NetWeaver Portal

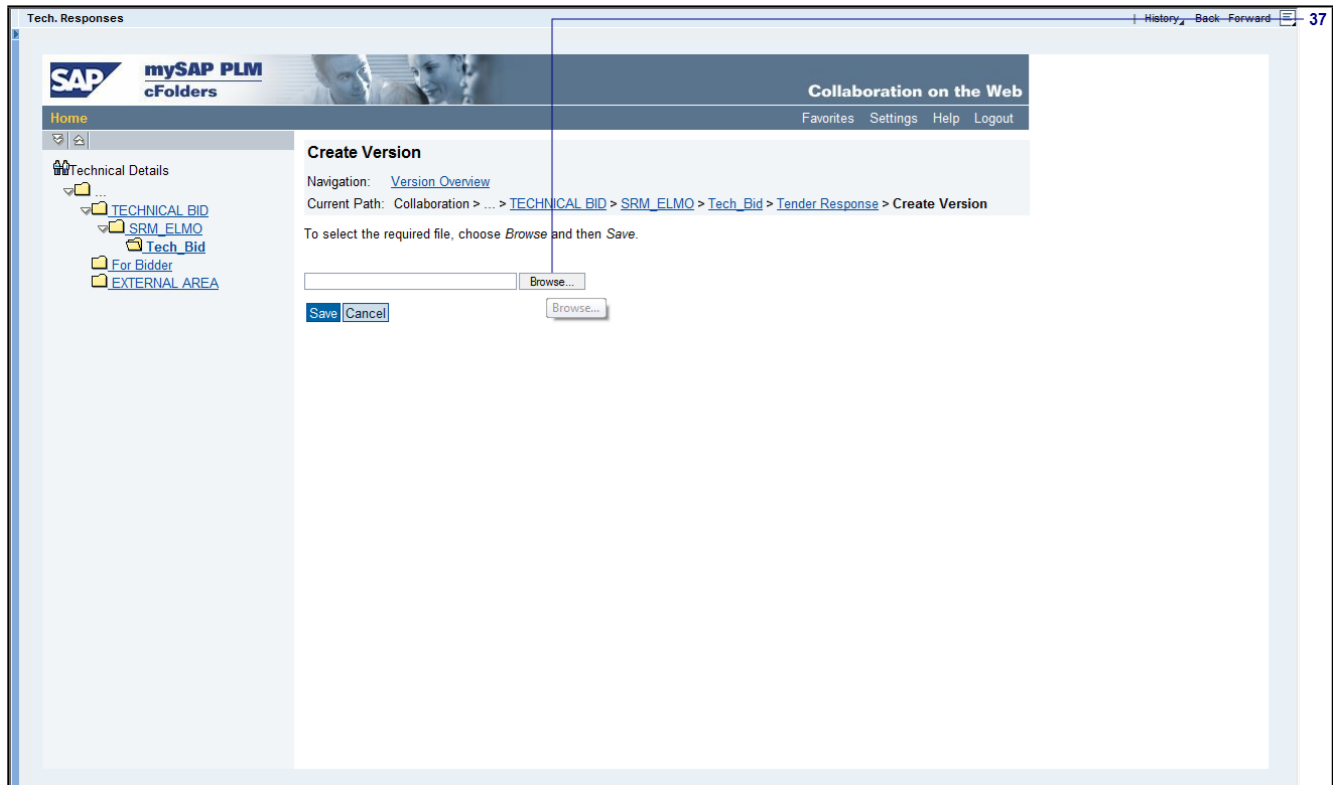


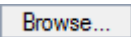
35. Click radio button ☒ Upload Local file or you may click on button Create File Later if the Technical Response document still not ready yet .


36. Click Continue label **Continue**.

|  |   |  |                    |
|--|---|--|--------------------|
|  | <b>WORK INSTRUCTION</b>                           |  | Page: 22 of 26     |
|  | SUPPLIER RELATIONSHIP MANAGEMENT (SRM)            |  | Revision: Approved |
|  | BE Manage eRFx (for Bidder - 2 Tier Evaluation)v2 |  |                    |

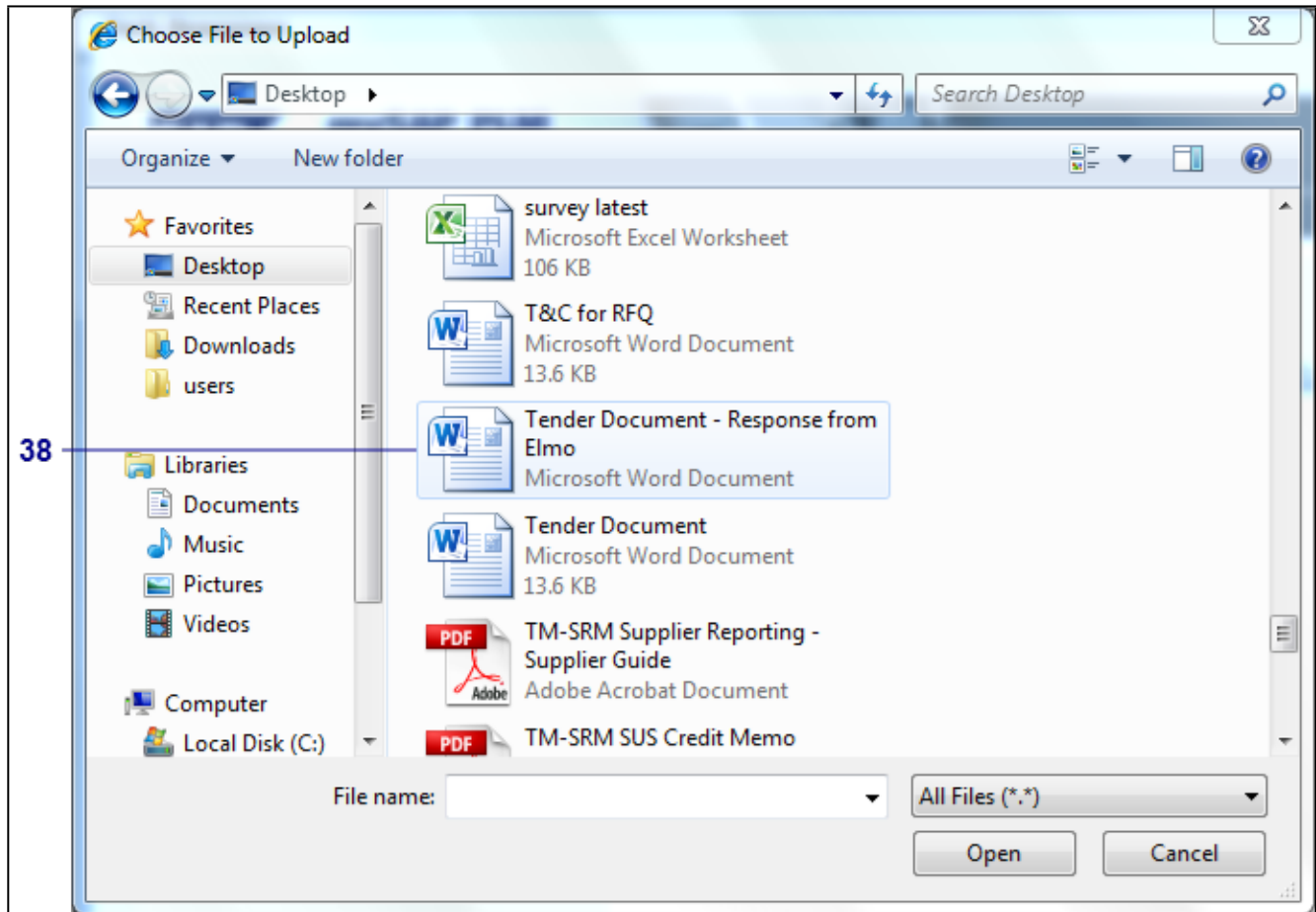
## Tech. Responses - SAP NetWeaver Portal



37. Click Browse... button  to locate your document.

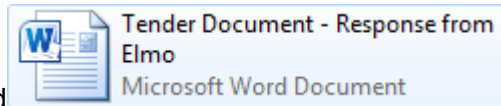
|  |   |  |                    |
|--|---|--|--------------------|
|  | <b>WORK INSTRUCTION</b>                           |  | Page: 23 of 26     |
|  | SUPPLIER RELATIONSHIP MANAGEMENT (SRM)            |  | Revision: Approved |
|  | BE Manage eRFx (for Bidder - 2 Tier Evaluation)v2 |  |                    |

### Choose File to Upload

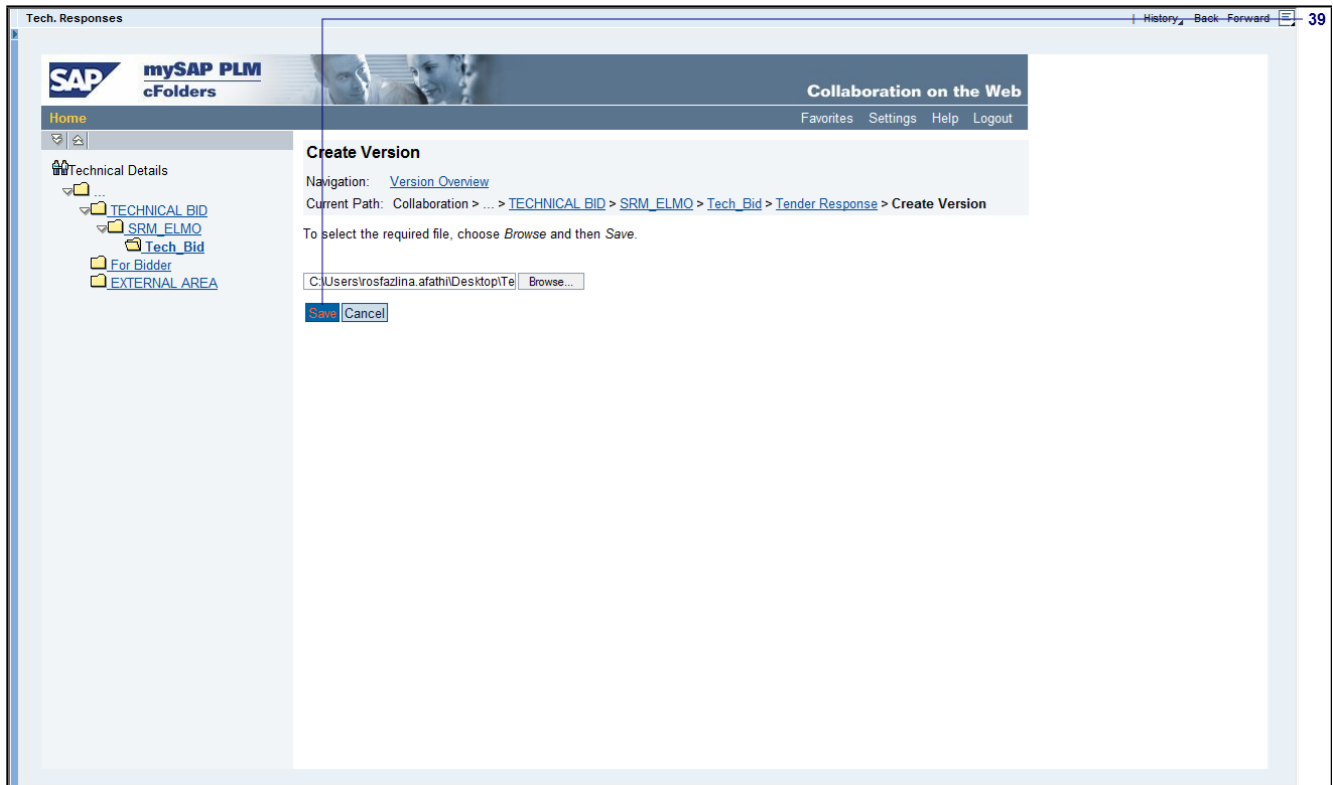


38.

Double-click Items to upload

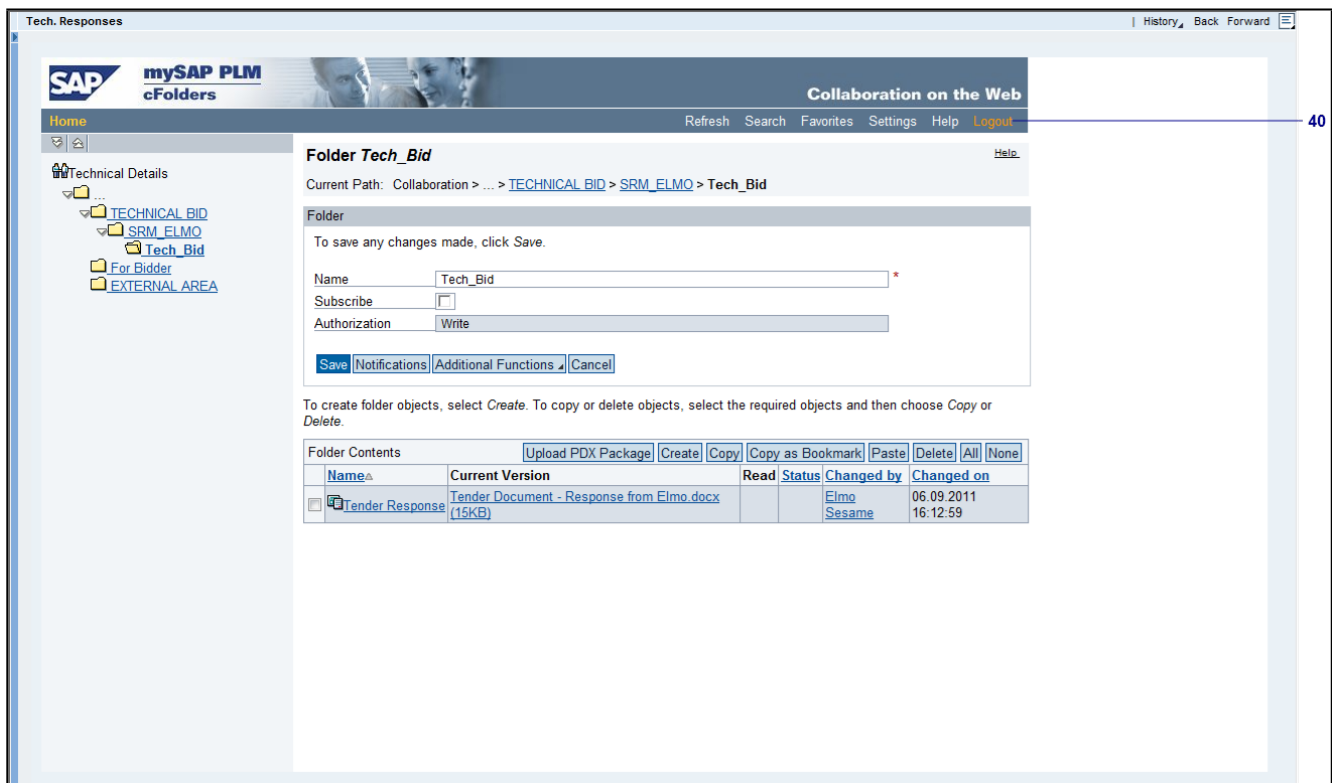


## Tech. Responses - SAP NetWeaver Portal



39. Click Save label **Save**.

## Tech. Responses - SAP NetWeaver Portal

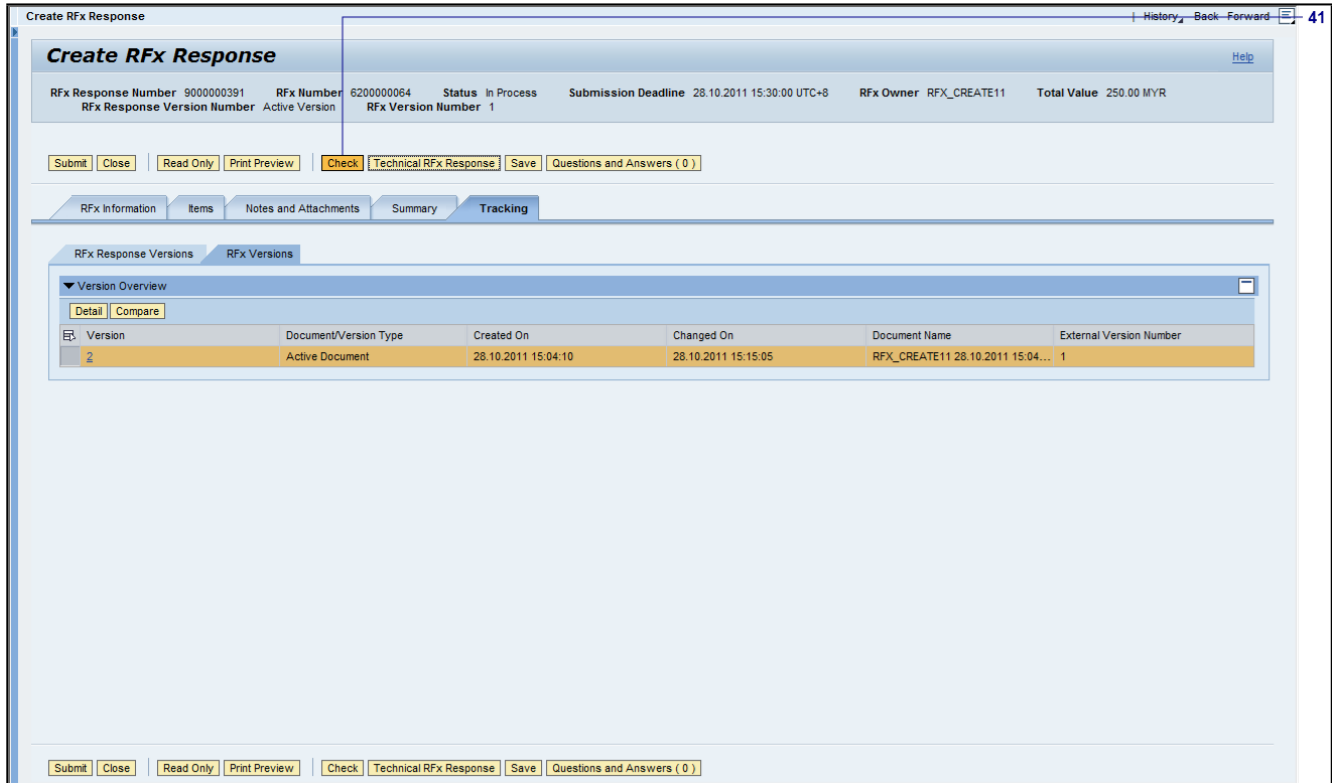


40. Click Logout label **Logout**.

| Name            | Current Version                                  | Read | Status | Changed by  | Changed on          |
|-----------------|--|------|--------|-------------|---------------------|
| Tender Response | Tender Document - Response from Elmo.docx (15KB) |      |        | Elmo Sesame | 06.09.2011 16:12:59 |



## Create Rfx Response - SAP NetWeaver Portal



**Create Rfx Response**

Rfx Response Number 9000000391 Rfx Number 6200000064 Status In Process Submission Deadline 28.10.2011 15:30:00 UTC+8 Rfx Owner RFX\_CREATE11 Total Value 250.00 MYR

Rfx Response Version Number Active Version Rfx Version Number 1

Submit Close Read Only Print Preview **Check** Technical Rfx Response Save Questions and Answers ( 0 )

Rfx Information Items Notes and Attachments Summary **Tracking**

Rfx Response Versions Rfx Versions

Version Overview

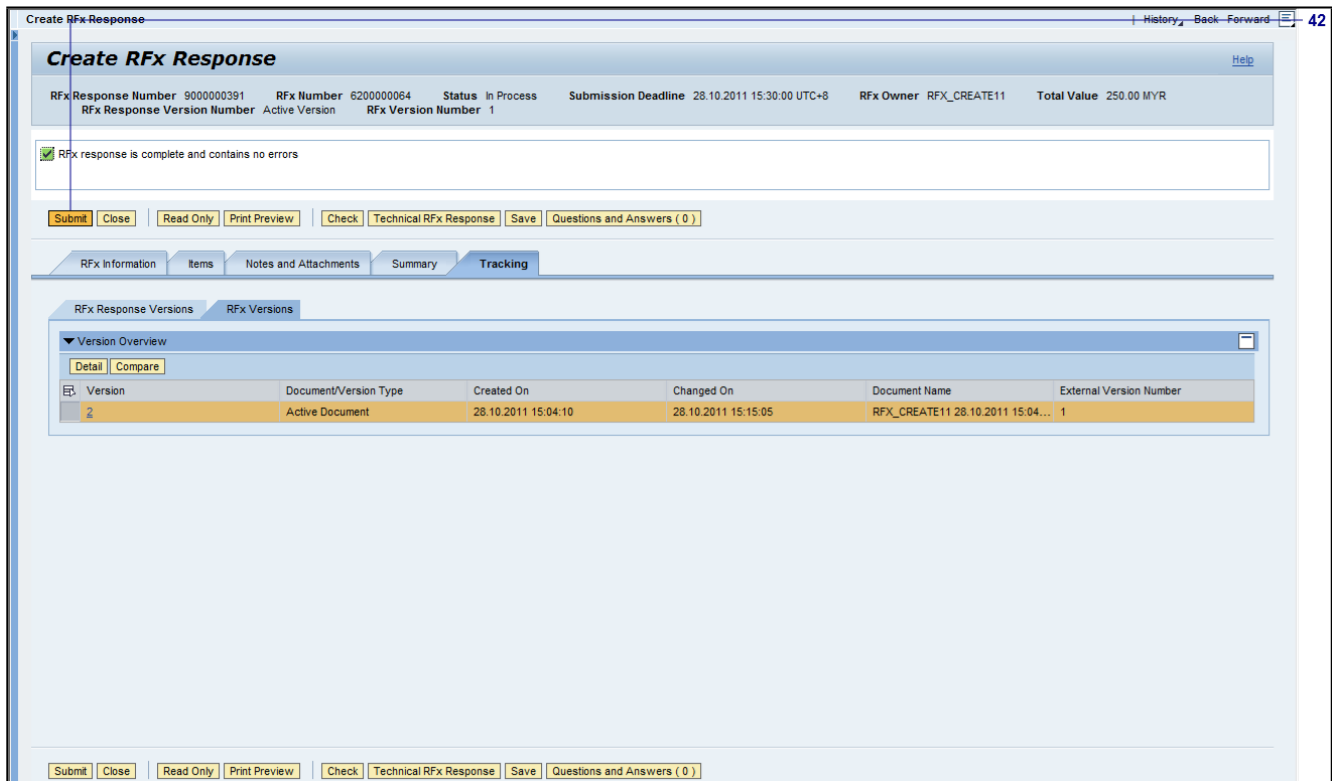
Detail Compare

| Version | Document/Version Type | Created On          | Changed On          | Document Name                    | External Version Number |
|---------|-----------------------|---------------------|---------------------|----------------------------------|-------------------------|
| 2       | Active Document       | 28.10.2011 15:04:10 | 28.10.2011 15:15:05 | RFX_CREATE11 28.10.2011 15:04... | 1                       |

Submit Close Read Only Print Preview **Check** Technical Rfx Response Save Questions and Answers ( 0 )

41. Click Check button **Check**.

## Create Rfx Response - SAP NetWeaver Portal



**Create Rfx Response**

Rfx Response Number 9000000391 Rfx Number 6200000064 Status In Process Submission Deadline 28.10.2011 15:30:00 UTC+8 Rfx Owner RFX\_CREATE11 Total Value 250.00 MYR

Rfx Response Version Number Active Version Rfx Version Number 1

Submit Close Read Only Print Preview **Check** Technical Rfx Response Save Questions and Answers ( 0 )

Rfx Information Items Notes and Attachments Summary **Tracking**

Rfx Response Versions Rfx Versions

Version Overview

Detail Compare

| Version | Document/Version Type | Created On          | Changed On          | Document Name                    | External Version Number |
|---------|-----------------------|---------------------|---------------------|----------------------------------|-------------------------|
| 2       | Active Document       | 28.10.2011 15:04:10 | 28.10.2011 15:15:05 | RFX_CREATE11 28.10.2011 15:04... | 1                       |

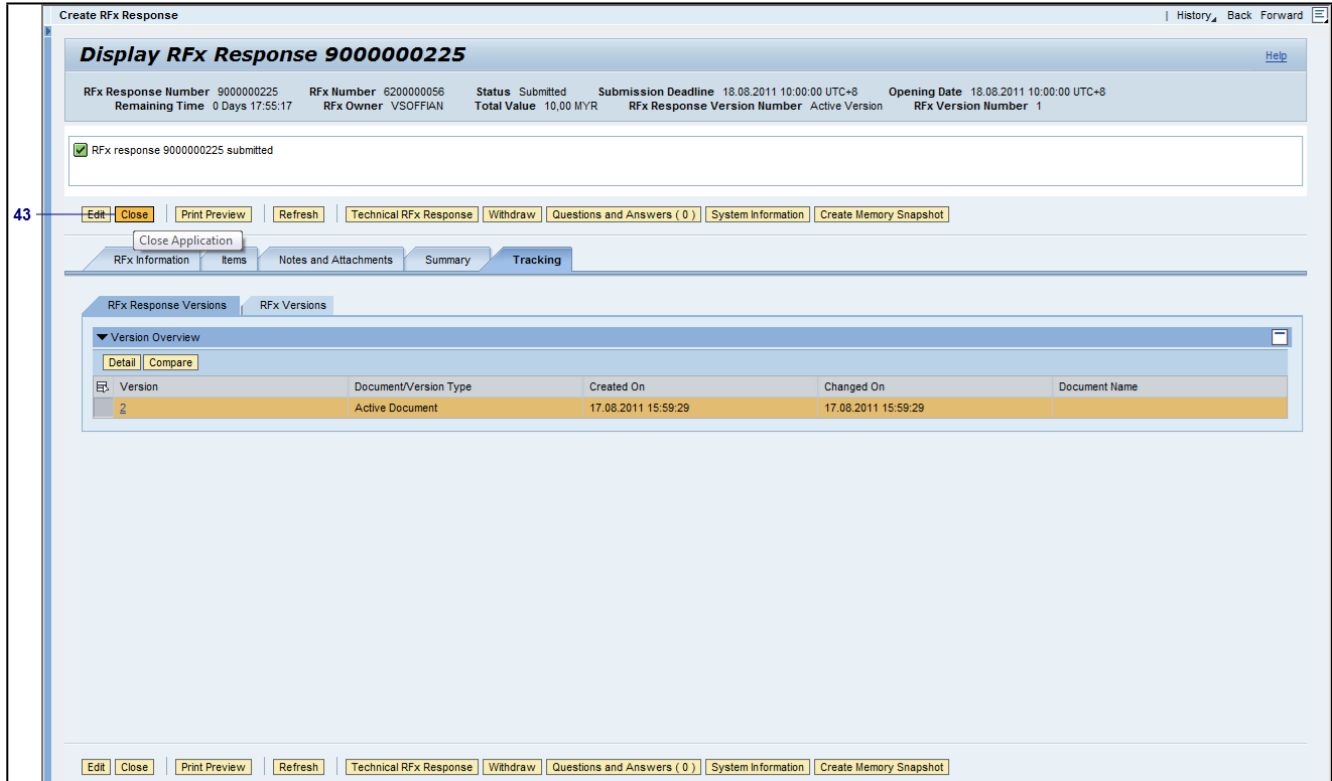
Submit Close Read Only Print Preview **Submit** Technical Rfx Response Save Questions and Answers ( 0 )

42. Click Submit button **Submit**.



The system displays message, "Rfx response is complete and contains no errors".

## Create Rfx Response - SAP NetWeaver Portal



43. Click Close button **Close**.



The system displays message, "Rfx response 9000000225 submitted". The system status changed to "Submitted".