



I supplier portal User Manual

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Access System:

Use the below link to use Waha system.

<https://webebswaha.oracleoutsourcing.com>

Login

https://webebswaha.oracleoutsourcing.com/OA_HTML/RF.jsp?function_id=28716&resp_id=-1&resp_appl_id=-1&security_group_id=0&lang_code=US¶ms=w1q.Hr

Most Visited UAT SUPPLIER UAT <http://ebswahadev> PRODUCTION

Select a Language: العربية English

Accessibility: None

TIP If you require any further information, feel free to contact the following: SCM "Mat"/77607, FIN /77558, HR /77545 ICT /77605

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Supplier Quote

Supplier login into the I-supplier portal via link <https://webebswaha.oracleoutsourcing.com>.

This notification will be in your home page.

From	Type	Subject
NAKKA, لطفي محمد النكاع	Sourcing Publish	You are invited: RFQ 20003 (RFQ for PR 20072)

- Click on Subject to view notification information

You are invited: RFQ 20003 (RFQ for PR 20072)

From **NAKKA, لطفي محمد النكاع**
 To **ABC ABC**
 Sent **31-May-2017 11:05:58**
 Due **07-Jun-2017 07:50:47**
 ID **107275**

Company **Waha Oil Company**
 Title **RFQ for PR 20072**
 Number **20003**

Negotiation Preview **May 31, 2017 11:05 am London**
 Negotiation Open **May 31, 2017 11:05 am London**
 Negotiation Close **June 07, 2017 07:50 am London**
 Supplier **CEI SERVICE**
 Supplier Site

To acknowledge your intent to participate, press the Yes button on this page. To decline the invitation, press the No button. You may enter a note to the buyer.

Please go to [Negotiation Details](#) page if you want to view the document before acknowledging intent to participate and/or to enter a response.

Action History

Num	Action Date	Action	From	To	Details
1	31-MAY-2017 11:05:58	Submit	NAKKA, لطفي محمد النكاع	ABC ABC	

- Supplier can use Yes (B) or No (B) for Acknowledgement OR
- Navigate to >> Sourcing Supplier >> Sourcing Home Page

Oracle Applications Home Page

- The Below page will be displayed

Your Company's Open Invitations					Full List
Supplier Site	Negotiation Number	Title	Type	Time Left	
MILANO	16003	WOC Overseas Purchase for Raw ...	RFI	3 hours 12 minutes	
	20003	RFQ for PR 20072	RFQ	6 days 19 hours	
MILANO	19006	WOC RFI For Furniture	RFI	29 days 21 hours	

Quick Links

- Click on corresponding RFQ , the below page will be displayed

RFQ: 20003

Actions Acknowledge Participation

Title **RFQ for PR 20072**
 Status **Active (Locked)**
 Time Left **6 days 19 hours**

Open Date **31-May-2017 11:05:22**
 Close Date **07-Jun-2017 07:50:47**

Header | Lines | Controls | Contract Terms

Personalize "Header"

Buyer **NAKKA, Mr. LUTFI** Outcome **Standard Purchase Order**
 Two-Stage RFQ
 Quote Style **Sealed**
 Description

Terms

Bill-To Address [011.Tripoli Main Office building 1](#) Payment Terms
 Ship-To Address [011.Tripoli Main Office building 1](#) Carrier
 FOB Freight Terms

Currency

RFQ Currency **LYD** Price Precision **Any**

Requirements

[Show All Details](#) | [Hide All Details](#)

Details Section	RFQ Stage	Weight
Show Technical Specification	Technical	50
Show Commercial	Commercial	50

- Choose Acknowledge Participation from Actions

Actions Acknowledge Participation

- Optionally enter a note to Buyer and acknowledge the participation

Will your company participate? Yes
 No

Note to Buyer

We will submit response by EOD

- To create Quote , select Create Quote from Action and click on GO

Actions Create Quote

- The Below page will be displayed.

Terms And Conditions.
All Terms and conditions as mentioned in the attachment should be abide by and no deviation is allowed. By continuing, you are agreeing to those terms and conditions.

Attachments

Title	Type	Description	Category	Last Updated By	Last Updated
No results found.					

* I have read and accepted the terms and conditions

- Select the check box and click on Accept
- The Below Page will be displayed

Create Quote: 7001 (RFQ 20003)

Title: [RFQ for PR 20072](#)
 Two-Stage RFQ ⓘ

Time Left: **6 days 19 hours**
 Close Date: **07-Jun-2017 07:50:47**

Header | **Lines**

Supplier	CEI SERVICE	Quote Valid Until	30-Jun-2017 ⓘ <small>(example: 31-May-2017)</small>
RFQ Currency	LYD	Reference Number	QUO0001
Quote Currency	LYD	Note to Buyer	Please find our quote! x
Price Precision	Any		

Attachments

- Enter the following information pertaining to RFQ

Title	Description
Quote Valid Until	Until Which the date the Response will be valid.
Reference	Any Internal Reference
Note to Buyer	Any Specific information to Buyer or Buying Company

- Enter or select response value for requirements. In case of manual scoring in RFI, responses has to be entered manually, in case of automatic score it can be a list of value (LOV)

Requirements				
Expand All Collapse All				
Focus Title	RFQ Stage	Target Value	Quote Value	Weight
Requirements				
Technical Specification	Technical			50
Number of Similar Project Executed	Technical		4 <small>(Numeric Value only)</small>	25
Source Drawing	Technical		Yes	25
Commercial	Commercial			50
Type Of Payment	Commercial		Letter Of Credit	25
Credit Days	Commercial		45 <small>(Numeric Value only)</small>	25

- Click Line Tab

Two-Stage RFQ												Close Date 07-Jun-2017 07:50:47	
Header		Lines											
RFQ Currency LYD Price Precision Any						Quote Currency LYD						Personalize Flow Layout: (LinesResultsRegion)	
Line	Update	Ship-To	Rank	Start Price	Target Price	Line Price	Quote Price	Total Score	Unit	Target Quantity	Quote Quantity	Promise Date	
1 BIT_DWN_HOLE:ROCK...		061.Gialo Field	Sealed	100					EACH	30	30		
2 BIT_DWN_HOLE:CORE...		061.Gialo Field	Sealed	200					EACH	20	20		

- Enter Line Price and Promise Date

Two-Stage RFQ												Close Date 07-Jun-2017 07:50:47	
Header		Lines											
RFQ Currency LYD Price Precision Any						Quote Currency LYD						Personalize Flow Layout: (LinesResultsRegion)	
Line	Update	Ship-To	Rank	Start Price	Target Price	Line Price	Quote Price	Total Score	Unit	Target Quantity	Quote Quantity	Promise Date	
1 BIT_DWN_HOLE:ROCK...		061.Gialo Field	Sealed	100		80			EACH	30	30	18 13:55:25	

- Click on Update icon to update attributes

Description BIT_DWN_HOLE:ROCK;517M;6-1/8in;W/ 3SET X 14/32IN 13/32IN 12/32IN NOZZLE				Close Date 07-Jun-2017 07:50:47				Cancel Save Draft Apply	
Unit EACH				Quote Currency LYD				Rank Sealed	
Start Price 100				Ship-To 061.Gialo Field				Need-By Date 08-Feb-2018 13:55:25 to 08-Mar-2018 13:55:25	
Target Price				Promised Date 08-Mar-2018					
Quote Price									
Target Quantity 30									
Quote Quantity 30									

Pay Items			
TIP Total pay item amount must add up to the line amount.			

Attributes			
Personalize "Attributes"			
Total Score			
Group	Attribute	Attribute Type	Quote Value
General	Country of Origin	Required	India
General	Terms and Conditions Observed	Required	Yes
General	Certificate of Origin issued by the Chamber of Commerce from the exporting country with the actual country of origin mentioned on the C/O	Required	Yes

- Enter Cost factors as applicable

Cost Factors			
Cost Factor	Type	Target Value	Quote Value
Line Price	Supplier		80
Packing Charges	Supplier		1.5

- Repeat the steps for all lines in RFQ and click on Apply
- The Below Page will be displayed

Two-Stage RFQ Close Date: 07-Jun-2017 07:30:47

RFQ Currency: LYD, Price Precision: Any, Quote Currency: LYD

Personalize Flow Layout: (LinesResultsRegion)

Line	Update	Ship-To	Rank	Start Price	Target Price	Line Price	Quote Price	Total Score	Unit	Target Quantity	Quote Quantity	Promised Date
1 BIT_DWN_HOLE:ROCK...		061.Galo Field	Sealed	100		80	81,5	82	EACH	30	30	08-Mar-2011
2 BIT_DWN_HOLE:CORE...		061.Galo Field	Sealed	200		180	180	100	EACH	20	20	08-Mar-2011

Indicates more information requested. Click the Update icon.

- Note the change in Quote price which has taken cost factor also into account
- Click on Continue
- Click On Validate to validate Quote for any missing information

Confirmation
Quote 7001 for RFQ 20003 (RFQ for PR 20072) has been validated without any errors.

Create Quote 7001: Review and Submit (RFQ 20003)

- Click on Submit to submit the Quote
- Following confirmation message will appear

Confirmation
Quote 7001 for RFQ 20003 (RFQ for PR 20072) has been submitted.

- The Buyer will receive the notification in his worklist

From	Type	Subject	Sent	Due
ABC ABC	Sourcing Negotiation	Submitted: Quote 7001 for RFQ 20003 (RFQ for PR 20072)	31-May-2017	

- The Same will be reflected in negotiation home page

Published Negotiations

Number	Title	Type	Time Left	Role	Responses	Monitor
20003	RFQ for PR 20072	RFQ	6 days 19 hours	Owner	1	

Online Discussion

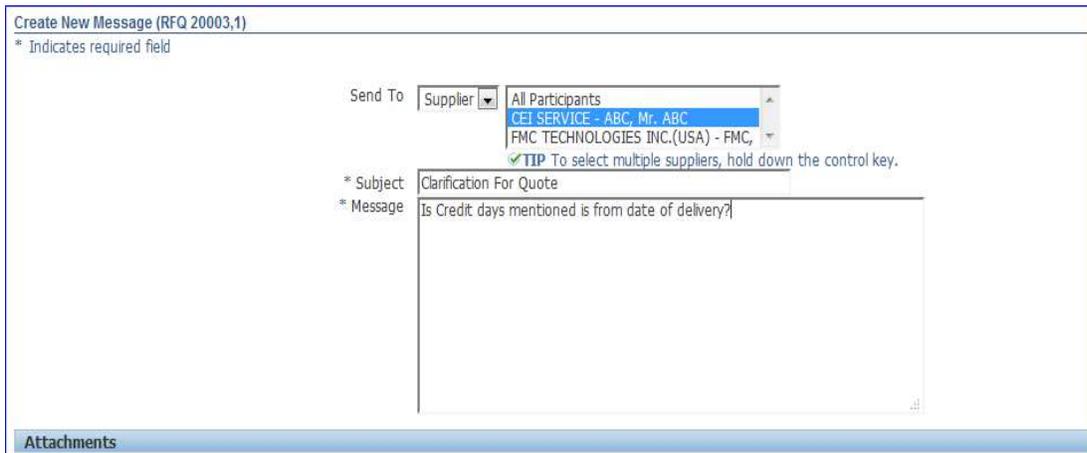
- Online discussion enables all negotiating parties to perform online interaction with each other. This is applicable for both RFQ and RFI
- Select Online discussion from actions drop down and click on Go

Actions Online Discussions

- Click New Message (B)



- Choose Send To and Enter Subject and Message
- Click Send (B)



- Login as supplier to read and reply the message
- Notification will be available in worklist

Select	From	Type	Subject
<input type="checkbox"/>	NAKKA, لطفي محمد النكاع	Sourcing Negotiation	Sent: Online Discussion Message for RFQ 20003,1 (RFQ for PR 20072)

- Click on Subject to access the notification

Sent: Online Discussion Message for RFQ 20003,1 (RFQ for PR 20072)

From **NAKKA, لطفي محمد النكاك**
To **ABC ABC**
Sent **02-Jun-2017 07:24:49**
Closed **02-Jun-2017 07:25:06**
ID **109060**
Responder

Number **20003,1**
Title **RFQ for PR 20072**

Negotiation Preview **Immediately upon publishing**
Negotiation Open **Immediately upon publishing**
Negotiation Close **May 31, 2017 01:04 pm London**

Company **Waha Oil Company**
Subject **Clarification For Quote**
Message **Is Credit days mentioned is from date of delivery?**

To respond to this message, please click [here](#).

- Click on here link to reply to the message

Message (RFQ 20003,1) Switch Responsibility WOC Sourcing Supplier

Subject **Clarification For Quote**
From **Waha Oil Company**
To **ABC, Mr. ABC**
Date **02-Jun-2017 07:24:48**
Message **Is Credit days mentioned is from date of delivery?**

Attachments

Title	Type	Description	Category	Last Updated By	Last Updated	Usage	Update	Delete	Publish to Catalog
No results found.									

[Return to Online Discussions \(RFQ 20003,1\)](#)

- Click on Reply to send reply

Reply To Message (RFQ 20003,1)

* Indicates required field

Send To **All Participants**
Subject **Clarification For Quote**
* Message **-----Original Message-----Is Credit days mentioned is from date of delivery?**
Yes.. this is from date of delivery

Attachments

- Click on Send button