

## RFx Download and Upload Document

Login into the system - click on the Event Number

Welcome ALLIED ENTERPRISES,

Search Advanced Search

Home Home **RFx and Auctions** Supplier Self Services User Menu Content Administration User Administration System Administration

Overview Service Map Service Map Service Map

Bid Processing

Active Queries

eRFxs All (5) **Published (1)** Ended (0) Completed (0)

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

eRFxs - Published

Hide Quick Criteria Maintenance

Event Number:  To

Event Status:

Creation Date:  To

Deadline Date Flag:

Status:

Response Timeframe:

Smart Number:

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
2000072904	BG/R1/080 22195082 29.05.2015 09:38	Bid Invitation	Published		29.05.2015		No Bid Created

RFx screen opens. Click on "Download to PDF" button.

RFx

**Display RFx :**

Print Preview Close **Create Response** Export Verify Signature Questions and Answers ( 0 ) **Download to PDF** System Information Create Memory Snapshot

RFx Number 2000072904 Smart Number BG/R1/080 22195082 29.05.2015 09:38 RFx Status Published RFx Start Date Submission Deadline 23:00:00 II

RFx Owner RFx Version Number 1 RFx Version Type Active Version

RFx Information Items Notes and Attachments

RFx Parameters Questions Note and Attachments Conditions

Time Zone:

Start Date:  00:00:00

Purchaser's Name:

\* Submission Deadline:

Purchaser's contact:

The data is downloaded as PDF.

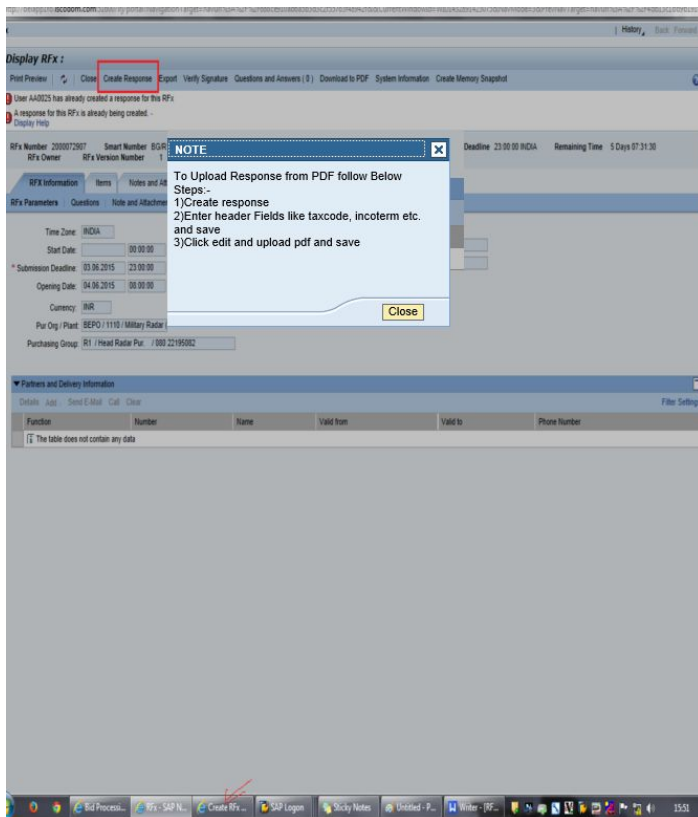
Refer the below downloaded sample PDF file.



Download1.pdf

Click on Create Response Button to create the response.

POP up will come with Instructions.



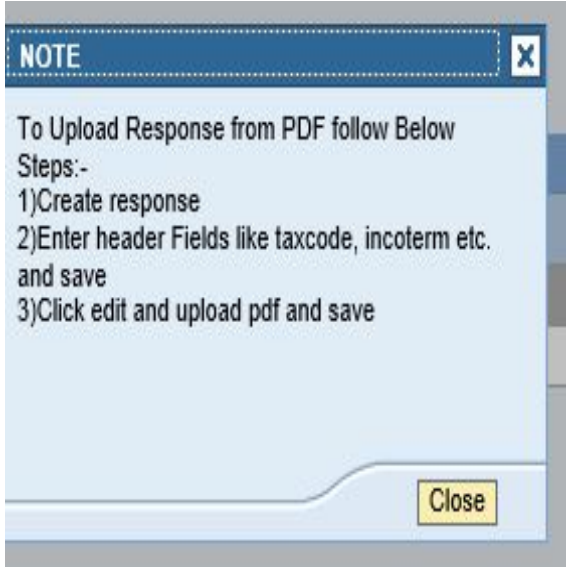
The screenshot displays the SAP RFx (Request for Quote) system interface. A 'NOTE' popup window is overlaid on the main screen, providing instructions for uploading a response from a PDF. The main interface shows the 'Display RFx' screen for RFx Number 2300072907, with a 'Create Response' button highlighted in red. The 'NOTE' popup contains the following text:

**NOTE**

To Upload Response from PDF follow Below Steps:-

- 1) Create response
- 2) Enter header Fields like taxcode, incoterm etc. and save
- 3) Click edit and upload pdf and save

The popup also includes a 'Close' button. The background interface shows various RFx details such as 'RFx Information', 'RFx Parameters', and 'Patterns and Delivery Information'.



After closing the Pop window . Go to Response Screen.

Create RfX Response History Back Forward

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**Edit RfX Response:**

Submit | Read Only | Print Preview | Check | Close | **Save** | Delete | Export | Import | Questions and Answers ( 0 ) | Sign Response | Upload From PDF | System Information | Create Memory Snapshot

RfX Response Number 3000154349 RfX Number 2000072907 Status Saved Submission Deadline 03.06.2015 23:00:00 INDIA Opening Date 04.06.2015 08:00:00 INDIA  
 Remaining Time 5 Days 07:18:22 RfX Owner RFCPBESRP Total Value 5,400.00 INR RfX Response Version Number Active Version RfX Version Number 1

RfX Information | Items | Notes and Attachments | Conditions | Summary | Tracking

Basic Data | Questions | Notes and Attachments | Conditions

**Event Parameters**

Currency: Indian Rupee  
 Terms of Payment:   
 Payment terms others:   
 Duty Exmt Cert/Non Exclu Agree Enclosed:   
 Min Ord Val Currency:   
 Minimum order value: 0.00  
 LD Clause:

**Pricing Arrangement:**  
 Pricing Arrangement:   
 Ceiling Amount:   
**Status and Statistics**  
 Created On: 29.05.2015 15:28:48 INDIA  
 Last Processed On: 29.05.2015 15:30:50 INDIA  
 Warranty in months:   
 Delivery Days: 0  
 Delivery Weeks: 0  
 Delivery Date:   
 Bid Option:   
 Tax code: K104  
 Price Validity:

**Partners and Delivery Information**

Details Send E-Mail Call Clear Filter Settings

Function	Number	Name	Valid from	Valid to	Phone Number
The table does not contain any data					

Enter header Fileds like Taxcode, Icoterm etc . And Save

Create RFX Response | History | Back | Forward

**Display RFX Response:**

[Edit](#) | [Print Preview](#) | [Check](#) | [Close](#) | [Export](#) | [Questions and Answers \(0\)](#) | [System Information](#) | [Create Memory Snapshot](#)

Response 3000154349 saved

RFX Response Number 3000154349 RFX Number 2000072907 Status Saved Submission Deadline 03.06.2015 23:00:00 INDIA Opening Date 04.06.2015 08:00:00 INDIA  
 Remaining Time 5 Days 07:06:15 RFX Owner RFCPBESRP Total Value 5,400.00 INR RFX Response Version Number Active Version RFX Version Number 1

**RFX Information** | Items | Notes and Attachments | Conditions | Summary | Tracking

Basic Data | Questions | Notes and Attachments | Conditions

**Event Parameters**

Currency: Indian Rupee

Terms of Payment:

Payment terms others:

Duty Exmt Cert/Non Exclu Agree Enclosed:

Min Ord Val Currency:

Minimum order value: 0.00

LD Clause:

**Service and Delivery**

Incoterm: DDP ddc

**Pricing Arrangement**

Pricing Arrangement:

Ceiling Amount:

**Status and Statistics**

Created On: 29.05.2015 15:28:48 INDIA

Last Processed On: 29.05.2015 15:30:50 INDIA

Warranty in months:

Delivery Days: 0

Delivery Weeks: 0

Delivery Date:

Bid Option:

Tax code: K104

Price Validity:

Partners and Delivery Information

Now click on Edit Button to Upload the PDF file.

**Edit RFX Response:**

[Submit](#) | [Read Only](#) | [Print Preview](#) | [Check](#) | [Close](#) | [Save](#) | [Delete](#) | [Export](#) | [Import](#) | [Questions and Answers \(0\)](#) | [Sign Response](#) | [Upload From PDF](#) | [System Information](#) | [Create Memory Snapshot](#)

RFX Response Number 3000154349 RFX Number 2000072907 Status Saved Submission Deadline 03.06.2015 23:00:00 INDIA Opening Date 04.06.2015 08:00:00 INDIA  
 Remaining Time 5 Days 07:06:29 RFX Owner RFCPBESRP Total Value 5,400.00 INR RFX Response Version Number Active Version RFX Version Number 1

**RFX Information** | Items | Notes and Attachments | Conditions | Summary | Tracking

Basic Data | Questions | Notes and Attachments | Conditions

**Event Parameters**

Currency: Indian Rupee

Terms of Payment:

Payment terms others:

Duty Exmt Cert/Non Exclu Agree Enclosed:

Min Ord Val Currency:

Minimum order value: 0.00

Incoterm: DDP ddc

**Pricing Arrangement**

Pricing Arrangement:

Ceiling Amount:

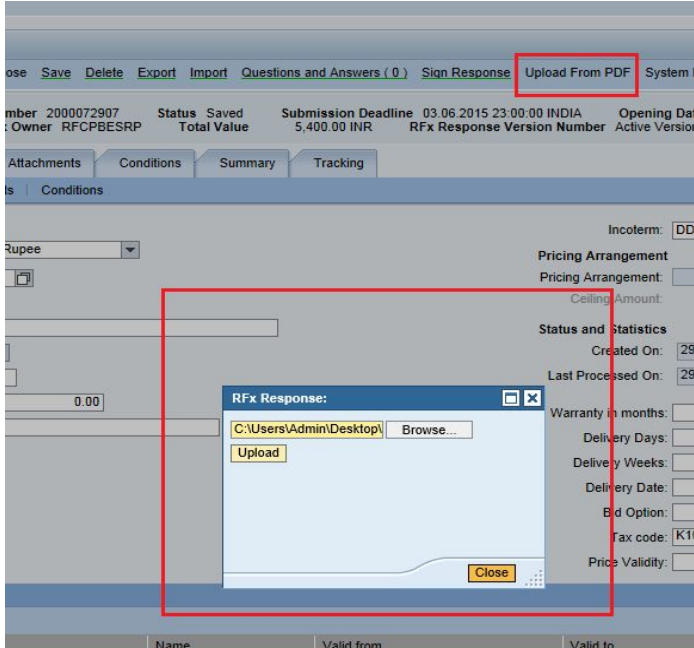
**Status and Statistics**

Created On: 29.05.2015 15:28:48 INDIA

Last Processed On: 29.05.2015 15:30:50 INDIA

Warranty in months:

Popup will come to Upload the File.



After Clicking on Upload Button and Save .

