

# 供应商系统培训

## ---sourcing 模块

K&S 苏州采购部

2024.6.26



# 目的

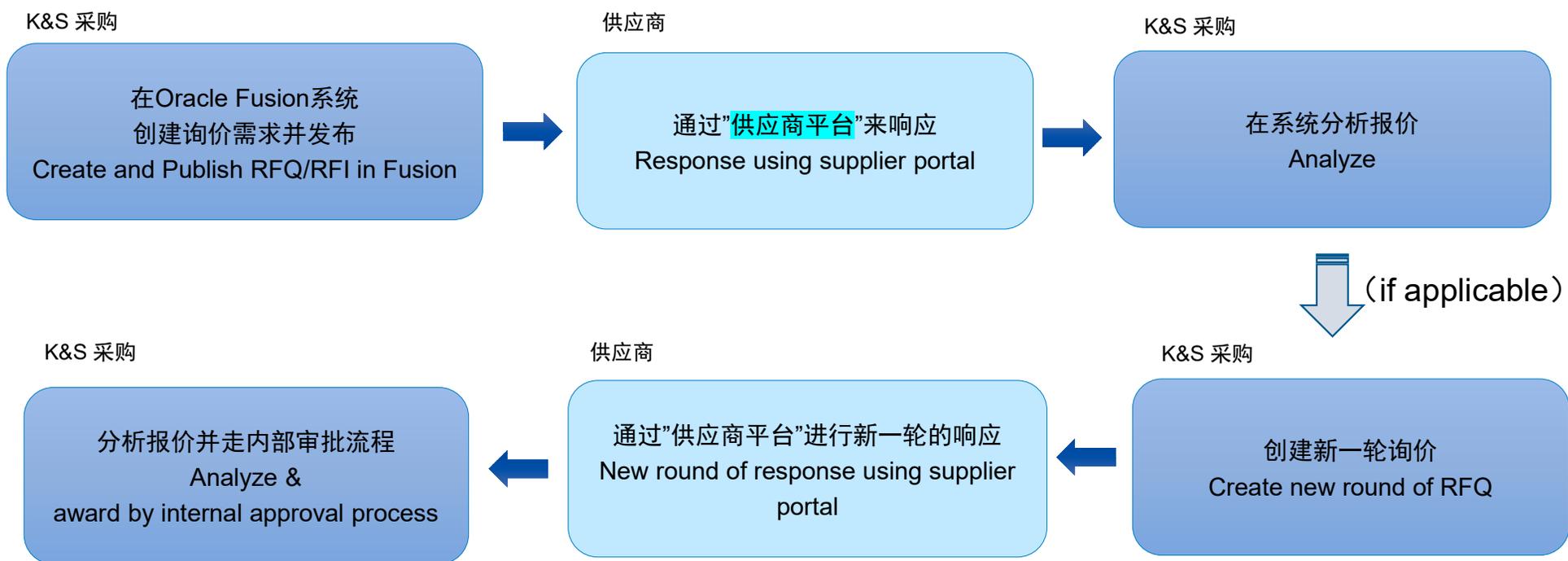


# 主要议题

序号	主题
1	直接&间接物料报价 Direct & Indirect RFQ
2	直接/间接物料第二轮报价上传（适用于某些条件下） Direct & Indirect RFQ -2nd Round Submission (If applicable)
3	间接物料/服务提交信息 Indirect RFI

- ❖ 直接物料：有形的物料，有K&S料号，长期需求；
- ❖ 间接物料/服务：1) 有形的物料，但没有K&S料号，偶尔需求；  
2) 服务类型的需求：如软件，人员等。

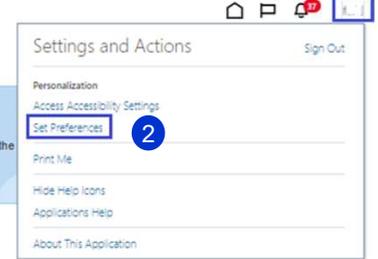
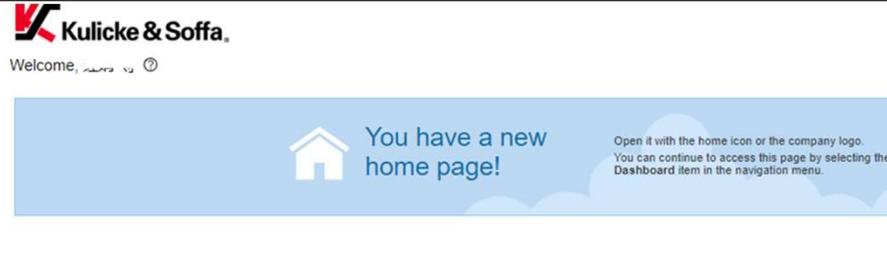
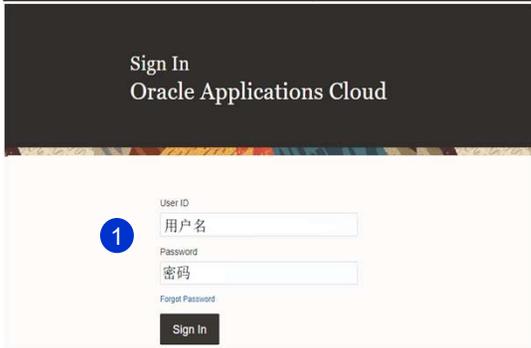
# 系统流程



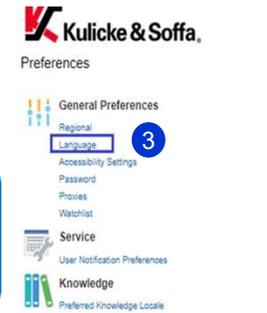
# 登录

## Navigation

## Fusion 登录界面>设置和操作



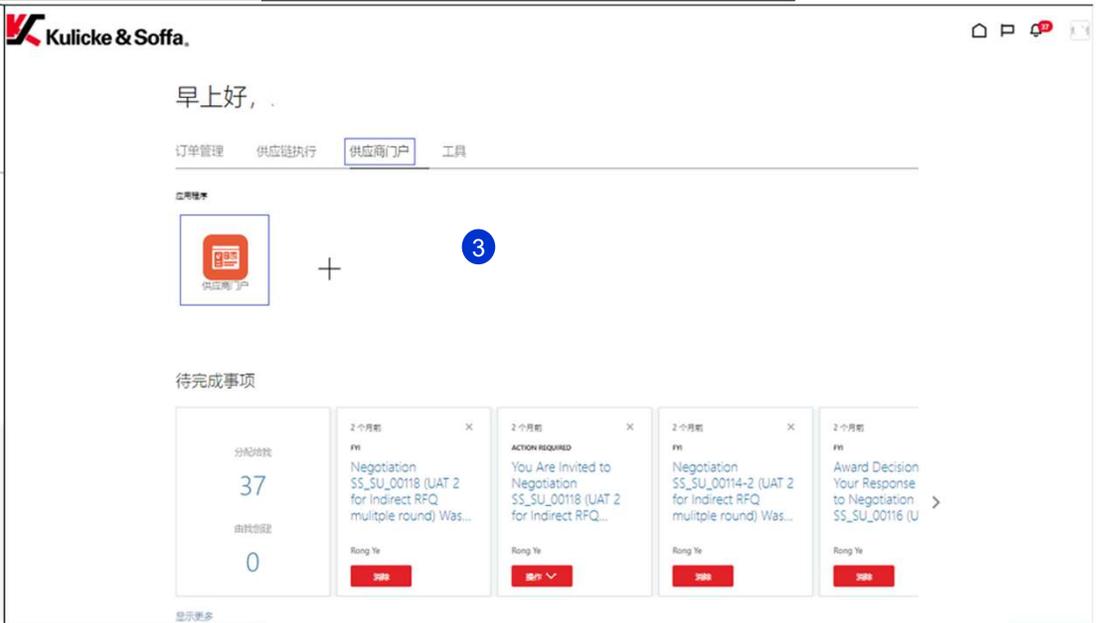
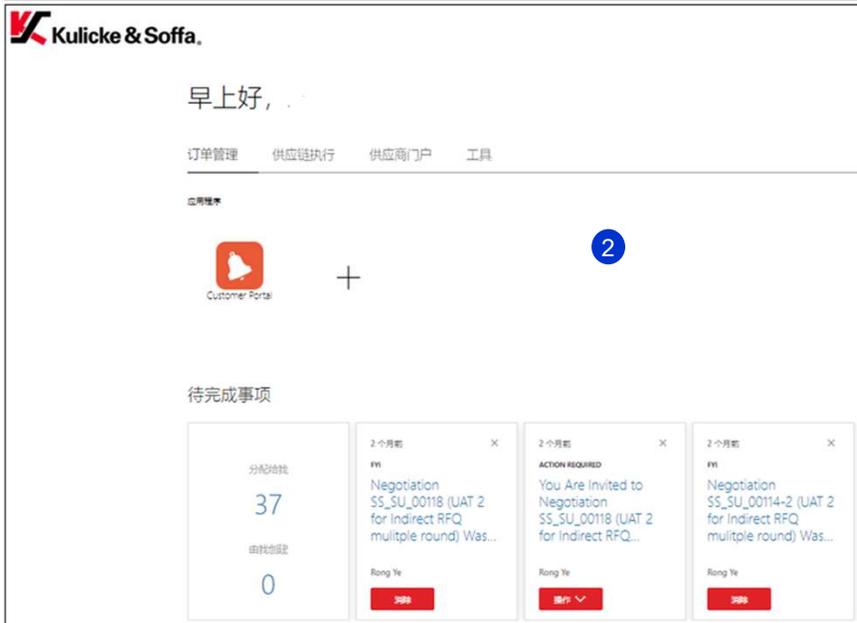
❖ 登录Oracle Fusion界面前，  
K&S 会提供[链接](#)，[用户名](#)和[密码](#)



# 登录

## Navigation

Fusion 登录界面>首页显示



# 登录

## Navigation

Fusion 登录界面> “供应商门户”页面显示

**Kulicke & Soffa.**

供应商门户

搜索 订单 订单编号

**任务**

- 供应计划
  - 管理订单跟踪和承诺
  - 管理供应库存量
- 订单
  - 管理订单
  - 管理计划
  - 在电子表格中确认计划
- 协议
  - 管理协议
- 采购方案
  - 管理方案
- 发货
  - 管理发货
  - 创建提前发货通知
  - 创建提前发货开单通知
  - 更新提前发货通知和创建提前开单通知
  - 查看收货单
  - 查看送货
- 库存库存
  - 库存中心通知
- 发票和付款
  - 创建发票
  - 创建无 PO 的发票
  - 查看发票
  - 查看付款
- 洽谈
  - 查看有效洽谈
  - 管理回应
- 卖方的招标
  - 查看有效卖方招标
  - 管理卖方招标投标
- 杂项
  - 管理变更订单

**Requiring Attention**

3

**Recent Activity**

最近 30 天

无可用的数据

**事务处理报表**

最近 30 天

无可用的数据

**供应商新闻**

Please be sure your supplier profile is up to date. Please refer to the FAQ for Supplier portal access/functionalities in URL. Please direct all issues to test@kns.com

## 1. Direct & Indirect RFQ

直接&间接物料报价



# 1.Direct & Indirect RFQ

## Supplier Bidder

### Navigation

供应商平台> 系统通知

1. 方法一：登录供应商平台后，点击右上角的”通知(Notifications)”，然后点击通知的链接，查看具体的信息；
2. 点击询价的号码(RFQ No.)，查看具体的询价信息。

The screenshot displays the supplier portal interface for Kulicke & Sofa. The top navigation bar includes '订单管理', '供应链执行', '供应商门户', and '工具'. A notification bell icon in the top right corner is highlighted with a red box and a '34' badge. A notification panel is open, showing a list of notifications. The first notification is 'ACTION REQUIRED: You Are Invited to Negotiation SS\_SU\_00118 (UAT 2 for Indirect RFQ multiple round)'. Below this, a '待完成事项' (Pending Items) section shows a card for '34 由我创建' (34 created by me) and a list of pending items, including 'You Are Invited to Negotiation SS\_SU\_00118 (UAT 2 for Indirect RFQ...)'. A detailed view of the 'RFQ for Waste Disposal' invitation is shown on the right, with the RFQ number 'SS\_SU\_00021' highlighted in a red box. The invitation details include the supplier name 'Kulicke & Sofa', the RFQ number, preview and open dates, and the close date. The supplier contact information and acknowledgment date are also visible.

❖ K&S采购系统发出询价后，贵司会收到邮件通知



# 1.Direct & Indirect RFQ

## Supplier Bidder

### Navigation

供应商平台>创建回应

1. 进入主界面后，根据目录下面的按钮（封页、概览、（需求）、行），查看具体的询价信息；
2. 点击“create response(创建回应)”，开始进行系统报价。

The screenshot displays the Kulicke & Sofa supplier portal. At the top left is the company logo and the text 'RFQ: SS\_SU\_00021'. Below this, it indicates 'Currency = US Dollar'. The main content area shows details for the RFQ: 'Title: RFQ for Waste Disposal', 'Status: Active (Locked)', and 'Time Remaining: 6 Days 23 Hours'. On the right side, there are fields for 'Open Date: 08-Jun-2023 12.10' and 'Close Date: 15-Jun-2023 11.27', with a note 'Time Zone: Coordinated Universal Time'. A navigation bar at the top right contains buttons for 'Messages', 'Create Response' (highlighted with a blue box and a '2' notification), 'Actions', and 'Done'. On the left, a 'Table of Contents' sidebar lists 'Cover Page' (highlighted with a blue box and a '1' notification), 'Overview', and 'Lines'. The main content area is titled 'Cover Page' and contains the text: 'Request for Proposal (RFP) for K&S RFQ for Waste Disposal. Dear Sir/ Madam, You are hereby requested to submit a proposal for the provision of services for RFQ for Waste Disposal for SS KULICKE SOFFA (SUZHOU) LIMITED. 1. Your proposal could form the basis for a contract between your firm and K&S. Should your proposal be selected, your firm will be required to sign a contract. Kindly submit your proposed terms and conditions. 2. To enable you to submit a proposal, refer to the details provided in the requirements and the lines section as well as any document attachment provided 3. This RFP is not to be construed in any way as an offer to contract with your firm. I RFP SUBMISSION'.

# 1.Direct & Indirect RFQ

## Supplier Bidder

### Navigation

供应商平台> 创建回应

1. 在“Overview(概览)”模块下，选择性输入“Response valid Until(回应有效期至)、 Response number(回应号码), Note to Buyer (给K&S采购的说明)、 attachments(附档)” 等；
2. 完成以上操作后，点击“Next(下一个)”。

Create Response (Quote 5008): Overview

Overview Requirements Lines Review

Messages Respond by Spreadsheet Actions Back Next Save Submit Cancel

Last Saved 31-May-2023 7:4  
Time Zone Coordinated Universal Time

Title RFQ for Renovation 2 Stage

Close Date 08-Jun-2023 4:39

Time Remaining 7 Days 20 Hours

Two stage evaluation

General

Supplier

Negotiation Currency USD

Response Currency USD

Price Precision 2 Decimals Maximum

Response Valid Until 28-Jun-2023 4:40

Response Type  Primary  Alternate

Reference Number Q001

Note to Buyer

Attachments None

# 1.Direct & Indirect RFQ

## Supplier Bidder

### Navigation

供应商平台> 创建回应

1. 在“Requirements(需求)”模块下，按照下面标识的来逐条响应对应的问题；
2. 完成所有问题的响应后，点击“Next(下一个)”。

The screenshot shows the 'Create Response' interface for Quote 5008, Requirements section. The interface includes a progress bar at the top with four steps: 1. Overview, 2. Requirements (highlighted with a blue box and a blue '2'), 3. Lines, and 4. Review. Below the progress bar is a toolbar with buttons: Messages, Respond by Spreadsheet (with a dropdown arrow), Actions (with a dropdown arrow), Back, Next (highlighted with a blue box and a blue '2'), Save (with a dropdown arrow), Submit, and Cancel. The main content area shows 'Time Remaining 7 Days 20 Hours' and 'Close Date 08-Jun-2023 4:39'. Below this is 'Section 1. General-1' with a question: '\* 1. Does the company quote for all items as per SOW?'. The question has two radio button options: 'a. Yes' (selected) and 'b. No'. There is a 'Response Attachments' section showing 'None' with a plus sign. Below the question is a 'Comments' text area. On the right side, there is a dropdown menu with a blue '1' next to it, showing a list of sections: 'Section 1. General-1' (highlighted), 'Section 2. General-2', 'Section 3. General-3', and 'Section 4. Commercial'. At the top right, it says 'Last Saved 31-May-2023 7:50' and 'Time Zone Coordinated Universal Time'.

# 1.Direct & Indirect RFQ

## Supplier Bidder

**Navigation** 供应商平台> 创建回应

1. 到“lines(行)”模块;
2. 输入“Response Price(回应的价格)”;
3. 点击“Submit(提交)”，即完成报价的流程。

Create Response (Quote 5008): Lines ?

Currency = US Dollar

Time Remaining 7 Days 20 Hours

Close Date 08-Jun-2023 4:39

Last Saved 31-May-2023 7:5  
Time Zone Coordinated Universal Tim

Line	Description	* Alternate Line Description	Cr/Alt	Category Name	Start Price	Response Price	Total Score	Estimated Quantity	UOM	Line Amount	Estimated Total Amount	Res
1	Building Renovation		+	1BAE-Building Mair		12,000.00				12,000.00	120,000.00	

Rows Selected 1 Columns Hidden 6

## 2. Direct & Indirect RFQ

– 2nd Round Submission (If applicable)

直接/间接物料第二轮报价上传

(适用于某些条件下)



## 2. Direct & Indirect RFQ - 2<sup>nd</sup> Round Submission

### Supplier Bidder

#### Navigation

供应商平台> 查看有效洽谈

1. “Supplier portal(供应商平台)”>查看”View Active Negotiations(查看有效洽谈)”;
2. 点击”Create Response (创建回应)”。

The screenshot shows the 'Supplier Portal' navigation menu. Under the 'Tasks' section, there is a 'Negotiations' sub-section. A blue box and a circled '1' highlight the 'View Active Negotiations' link. Below it are 'Manage Responses' and 'Auctions from Seller' with links for 'View Active Seller Auctions' and 'Manage Seller Auction Bids'.

The screenshot shows the 'Active Negotiations' search results page. At the top, there are search filters for 'Negotiation', 'Title', and 'Negotiation Close By'. On the right, there are filters for 'Invitation Received', 'Response Submitted', and 'Negotiation Open Since'. A 'Done' button is in the top right corner. Below the filters, there is a 'Search Results' section with a toolbar containing 'Accept Terms', 'Acknowledge Participation', and 'Create Response'. A blue box and a circled '2' highlight the 'Create Response' button. Below the toolbar is a table with the following data:

Negotiation	Title	Negotiation Type	Time Remaining	Close Date	Your Responses	Will Participate	Unread Messages	View PDF	Response Spreadsheet
SS_SG_00039-2	RFQ for Renovation 2nd round	RFQ	6 Days 23 Hours	15-Jun-2023 14:...	0		0		

## 2. Direct & Indirect RFQ - 2<sup>nd</sup> Round Submission

Supplier Bidder

Navigation

供应商平台> 创建回应

1. 可以选择“copy previous round response(复制现有的回应)”;
2. 点击“Create(创建)”;
3. 更改“response amount(回应的金额)”，然后点击“Submit(提交)”即完成第2轮报价.

Create Response

Copy from an existing response

Existing Response 5008 Active Primary

Create Cancel

Create Response (Quote 6008): Lines

Currency = US Dollar

Time Remaining 6 Days 23 Hours

Close Date 15-Jun-2023 14:02

Line	Description	* Alternate Line Description	Cr Alt	Category Name	Start Price	Response Price	Total Score	Estimated Quantity	UOM	Line Amount	Estimated Total Amount	Res
1	Building Renovation		+	1BAE-Building Main	12,000.00	11,900.00	100			11,900.00	120,000.00	



### 3. Indirect RFI

间接物料/服务提交信息



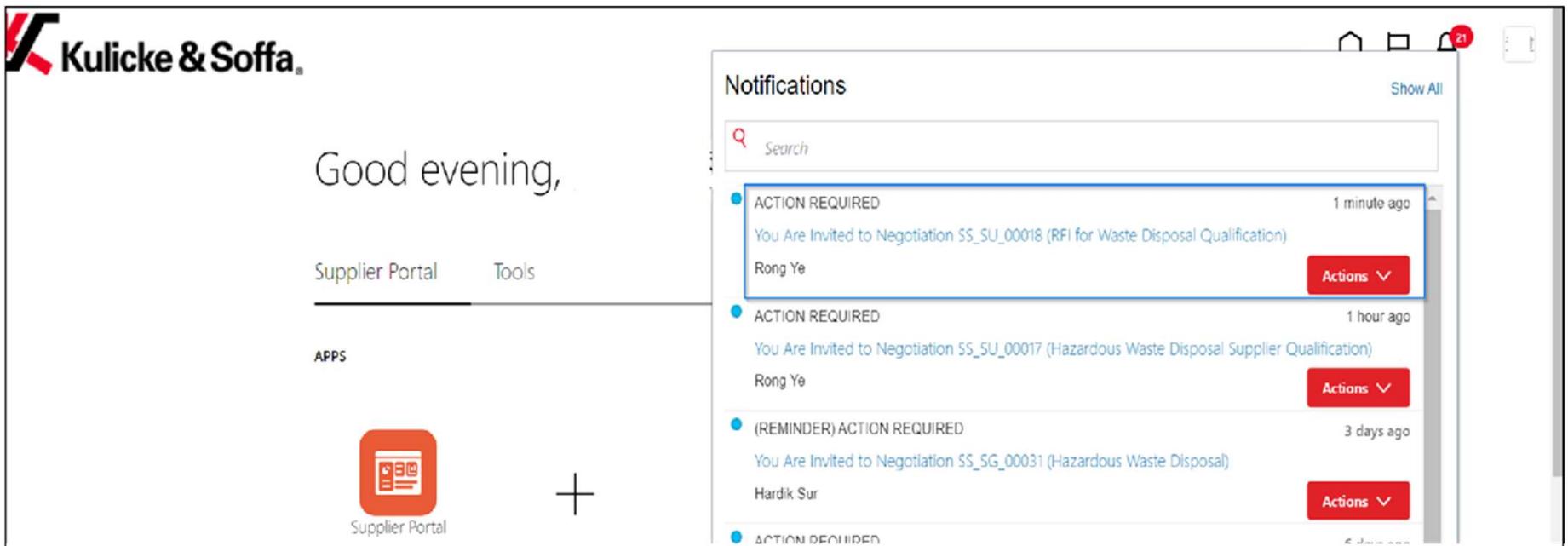
### 3. Indirect RFI

#### Supplier Bidder

#### Navigation

供应商平台> 系统通知

1. 登录供应商平台;
2. 点击右上角的通知(Notifications), 查看收到的提交信息邀请(RFI);



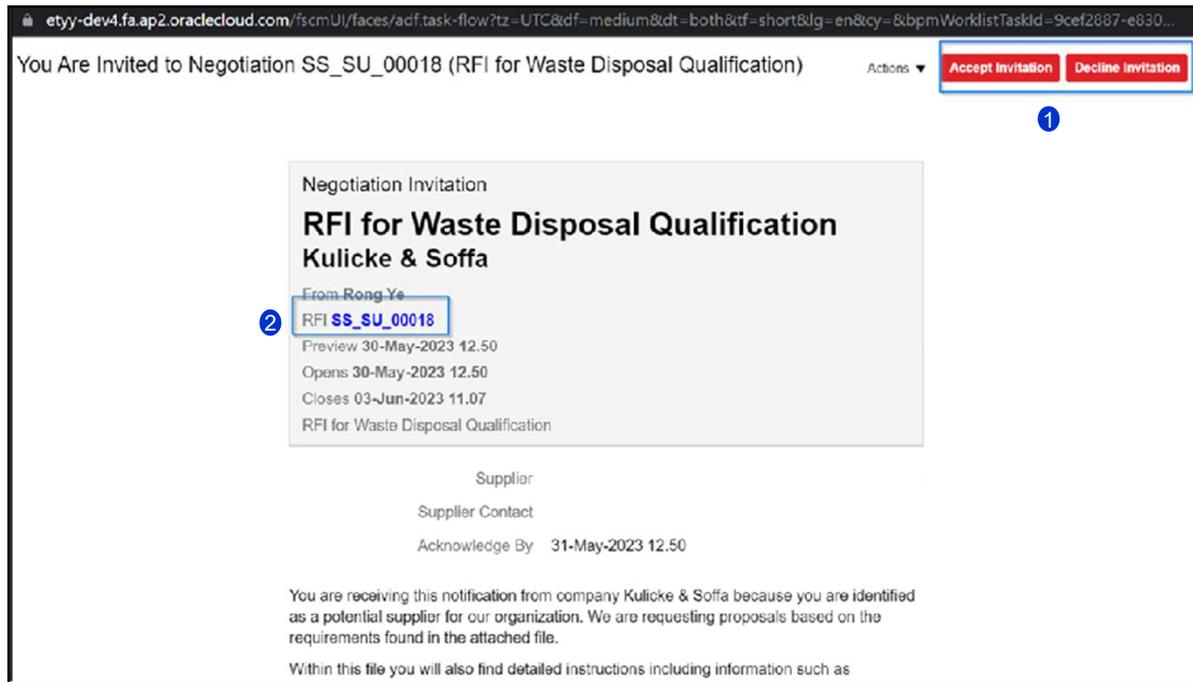
### 3. Indirect RFI

#### Supplier Bidder

#### Navigation

供应商平台> 系统通知

1. 可以选择“Accept Invitations(接受邀请)”或“Decline Invitations(拒绝邀请)”;
2. 或者直接点击 RFI No.,如下面蓝色字体所示。



### 3. Indirect RFI

#### Supplier Bidder

#### Navigation

供应商平台> 创建回应

1. 根据目录下的3个按钮来查看具体的RFI信息；
2. 点击“create response(创建回应)”，开始进行输入K&S所需要的信息。

RFI: SS\_SU\_00018

Currency = Yuan Renminbi

Time Zone Coordinated Universal Time

**Title** RFI for Waste Disposal Qualification

**Status** Active

**Open Date** 30-May-2023 12.50

**Close Date** 03-Jun-2023 11.07

**Time Remaining** 3 Days 22 Hours

**1**

Table of Contents

- Cover Page
- Overview
- Requirements

**Cover Page**

K&S is requesting for information from suppliers who can provide the products or services as mentioned in this package at the best price with the highest quality, delivery, service and support. K&S expects that the supplier should meet our requirement specifications in the response.

It is in the Supplier's best interest to make sure that the response to this RFI contains the most favorable terms that your company will be able to offer K&S.

K&S reserves the right to:

- \* Reject any response if it is conditional, incomplete, deviates from the specifications of this RFI.
- \* Withdraw this RFI at any time before or after submission of bids, without prior notice.
- \* Modify the evaluation procedure described in this RFI.

Please submit your responses no later than Closed Date (03-Jun-2023 11.07)

### 3. Indirect RFI

#### Supplier Bidder

#### Navigation

供应商平台 > 创建回应

1. 在“Overview(概览)”模块下，选择性输入“Response valid Until (回应有效期至)、 Response number(回应号码), Note to Buyer (给K&S采购的说明)、 attachments(附档)” 等；
2. 完成以上操作后，点击“Next(下一个)”。

create Response (Response 5001): Overview ?

Overview Requirements Review

Messages Respond by Spreadsheet Actions Back Next Save Submit Cancel

Last Saved 30-May-2023 12:56  
Time Zone Coordinated Universal Time

Title RFI for Waste Disposal Qualification  
Close Date 03-Jun-2023 11:07  
Time Remaining 3 Days 22 Hours

Supplier

Negotiation Currency CNY  
Response Currency CNY  
Price Precision 2 Decimals Maximum

Response Valid Until 30-Jun-2023 11:08

Response Type  Primary  
 Alternate

Reference Number  
Note to Buyer  
Attachments None +

### 3. Indirect RFI Supplier Bidder

#### Navigation

供应商平台 > 创建回应

1. 在“Requirements(需求)”模块下，按照下面标识的来逐条响应对应的问题；
2. 完成所有问题的响应后，点击“Next(下一个)”，即回到Review(复审)页面。

Create Response (Response 5001): Requirements

Overview Requirements Review

Messages Respond by Spreadsheet Actions Back Next Save Submit Cancel

Last Saved 30-May-2023 12:58  
Time Zone Coordinated Universal Time

Time Remaining 3 Days 22 Hours Close Date 03-Jun-2023 11:07

Section 1. General

\* 1 Business License with capital of investment  
 a. Yes  
Response Attachments None +  
 b. No

\* 2 Distance to K&S Suzhou  
120KMS

\* 3 License for the type of EHW with EHW#  
EHW12344444  
Response Attachments None +

\* 4 EHW License expired date  
31-Dec-2023

### 3. Indirect RFI

#### Supplier Bidder

#### Navigation

供应商平台> 创建响应

1. 复审后,点击“Submit(提交)”即可完成信息提交流程。

The screenshot displays the 'Review' step of a response submission process in the Kulicke & Sofa Supplier Bidder interface. The page title is 'Review Response: Response 5001'. A progress bar at the top shows three steps: 1. Overview, 2. Requirements, and 3. Review (the current step). The 'Submit' button is highlighted with a red box and a blue '1' above it, indicating the next action. The interface includes a navigation menu with 'Overview' and 'Requirements' tabs. The 'General' section contains the following information:

Supplier		Response Type	Primary
Negotiation Currency	CNY	Reference Number	
Response Currency	CNY	Note to Buyer	
Price Precision	2 Decimals Maximum	Attachments	None
Response Valid Until	30-Jun-2023 11.08		

Additional details visible on the page include: Currency = Yuan Renminbi, Title: RFI for Waste Disposal Qualification, Close Date: 03-Jun-2023 11.07, Time Remaining: 3 Days 22 Hours, and Last Saved: 30-May-2023 13.01. The time zone is Coordinated Universal Time.

Questions?

Thank You!





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