

E-Sourcing Supplier Training

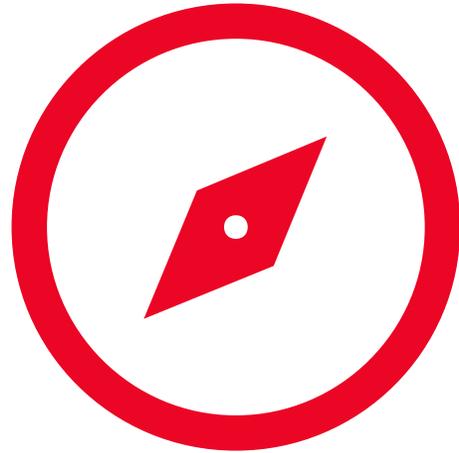
Indirect Purchasing



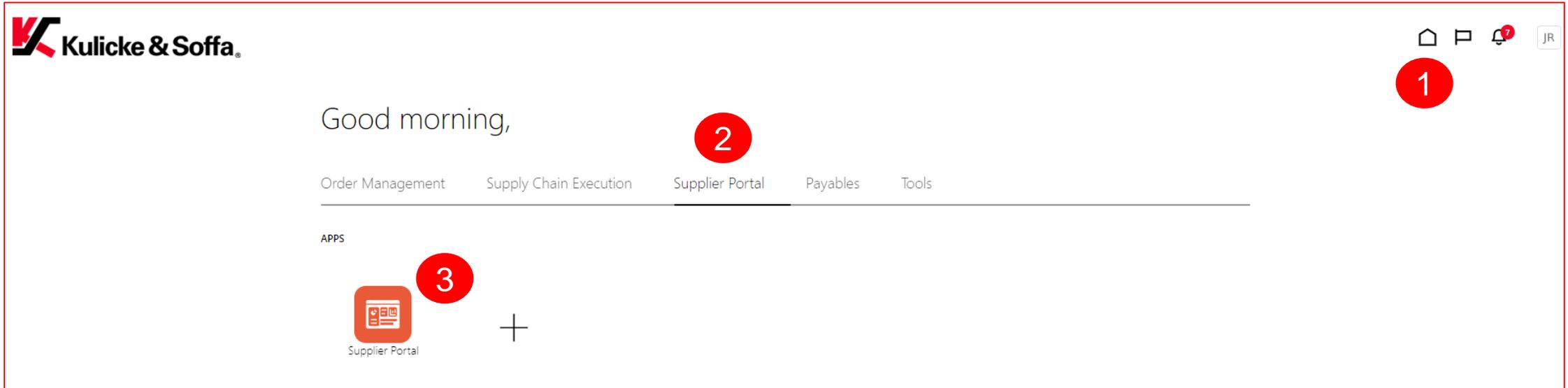
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 - Create Response

Navigation



Dashboard



1. After login with your credential, click “Home” button will bring you to the dashboard
2. Click on “Supplier Portal” tab
3. Click on the icon to launch “Supplier Portal” application

Supplier Portal

Supplier Portal

Search Orders Order Number

Tasks

- Supply Plan
 - Manage Order Forecasts and Commits
 - Manage Supplier On-Hand Quantities
- Orders
 - Manage Orders
 - Manage Schedules
 - Acknowledge Schedules in Spreadsheet
- Agreements
 - Manage Agreements
- Channel Programs
 - Manage Programs
- Shipments
 - Manage Shipments
 - Create ASN
 - Create ASBN
 - Upload ASN or ASBN
 - View Receipts
 - View Returns
- Consigned Inventory
 - Review Consumption Advices
- Invoices and Payments
 - Create Invoice
 - Create Invoice Without PO
 - View Invoices
 - View Payments
- Negotiations
 - View Active Negotiations
 - Manage Responses

Requiring Attention



Category	Count
Orders to Acknowledge	1
Schedules Overdue or Due Today	289
Negotiation Messages	3
Invoices Overdue	260

Recent Activity
Last 30 Days

Negotiation invitations	1
Orders opened	1
Receipts	1

Transaction Reports
Last 30 Days

PO Purchase Amount	20 USD
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Supplier News

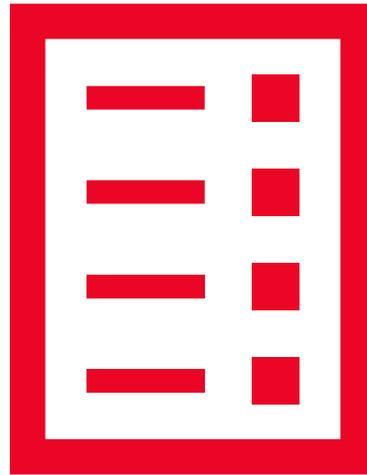
Please be sure your supplier profile is up to date. Please refer to the FAQ for Supplier portal access/functionality in URL. Please direct all issues to test@kns.com

1

2

1. Click on “Negotiation Invitations” to participate in RFQ/RFI
2. Manage all negotiations

Participate in RFQ/RFI



Review RFQ/RFI

Kulicke & Soffa.

RFQ: SS_SU_00021

Currency = US Dollar

Title RFQ for Waste Disposal

Status Active (Locked)

Time Remaining 6 Days 23 Hours

Open Date 08-Jun-2023 12.10

Close Date 15-Jun-2023 11.27

Time Zone Coordinated Universal Time

Messages Create Response Actions Done

Table of Contents

- Cover Page
- Overview
- Lines

Cover Page

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.

1 RFP SUBMISSION

1. Review the details of RFQ/RFI by clicking different links
2. Click on “Create Response” to participate in the RFQ/RFI

Create Response

Create Response (Quote 5008): Overview ?

1 Overview 2 Requirements 3 Lines 4 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

General

Supplier
Negotiation Currency USD
Response Currency USD
Price Precision 2 Decimals Maximum

Response Type Primary
 Alternate

2 Response Valid Until 28-Jun-2023 4.40

3 Reference Number Q001
Note to Buyer
Attachments None +

1. “Overview” tab
2. RFQ/RFI validity (optional)
3. Optional fields
4. Click on “Next” once you are ready to proceed

Requirements

Create Response (Quote 5008): Requirements ?

Time Remaining 7 Days 20 Hours

Close Date 08-Jun-2023 4.39

Last Saved 31-May-2023 7.50
Time Zone Coordinated Universal Time

Section 1. General-1

* 1. Does the company quote for all items as per SOW?

a. Yes

Response Attachments None +

b. No

Comments

Section 1. General-1
Section 1. General-1
Section 2. General-2
Section 3. General-3
Section 4. Commercial

1. “Requirements” tab
2. Provide answer(s) to the questionnaire(s). Question with asterisk is mandatory
3. Navigate thru all the Section(s) & response accordingly
4. Click on “Next” once you are ready to proceed

Lines

1 Overview 2 Requirements 3 Lines 4 Review

Create Response (Quote 5008): Lines ?

Currency = US Dollar

Last Saved 31-May-2023 7.5
Time Zone Coordinated Universal Tim

Time Remaining 7 Days 20 Hours

Close Date 08-Jun-2023 4.39

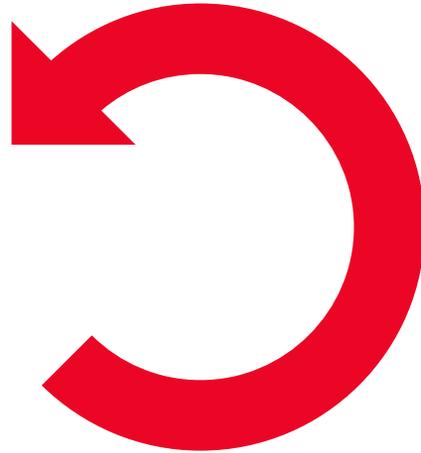
Actions View Format Freeze Detach Wrap

Line	Description	* Alternate Line Description	Cri 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

1. "Lines" tab
2. Enter quote price into "Response Price"
3. Click on "Submit" once you are ready to proceed

2nd Round Submission (if applicable)



View Active Negotiations

Supplier Portal

Search

Tasks

Negotiations

- [View Active Negotiations](#) **1**
- [Manage Responses](#)

Auctions from Seller

- [View Active Seller Auctions](#)
- [Manage Seller Auction Bids](#)

Active Negotiations Done

Time Zone Coordinated Universal Time

Search

Search Results

Actions 3

Negotiation	Title	Negotiation Type	Time Remaining	Close Date	Your Will Participate	Unread Messages	View PDF	Response Spreadsheet
SS_SG_00039-2 2	RFQ for Renovation 2nd round	RFQ	6 Days 23 Hours	15-Jun-2023 14...	0	0	<input type="button" value="PDF"/>	<input type="button" value="Spreadsheet"/>

1. “Supplier Portal” > “Negotiations” > “View Active Negotiations”
2. Search for the RFQ and select the row by clicking
3. Click on “Create Response”

Create Response

Create Response ✕

1 Copy from an existing response

Existing Response ▼

1 Overview 2 Lines 3 Review

Create Response (Quote 6008): Lines ?

Messages Respond by Spreadsheet Actions Back Next Save Submit Cancel

Currency = US Dollar Last Saved 08-Jun-2023 14:1 Time Zone Coordinated Universal Tim

Time Remaining 6 Days 23 Hours Close Date 15-Jun-2023 14.02

2

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	11,900.00	100			11,900.00	120,000.00	

1. You may reuse the previous submission
2. Enter new quote price into “Response Price”
3. Click on “Submit” once you are ready to proceed

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