

# Zycus Supplier Network (ZSN)

## Portal navigation guide

Last updated 1 December 2021



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The Zycus Supplier Network (ZSN) allows you to engage with The Department of Transport via a web-based portal. Use this guide to navigate through the ZSN menu functions, display your supplier details and respond to sourcing events.

## Navigating the Zycus Supplier Network (ZSN)

### My Accounts

The main side menu displays your customer's account information including any DOT requests (active and completed) and any alerts DOT have sent you.

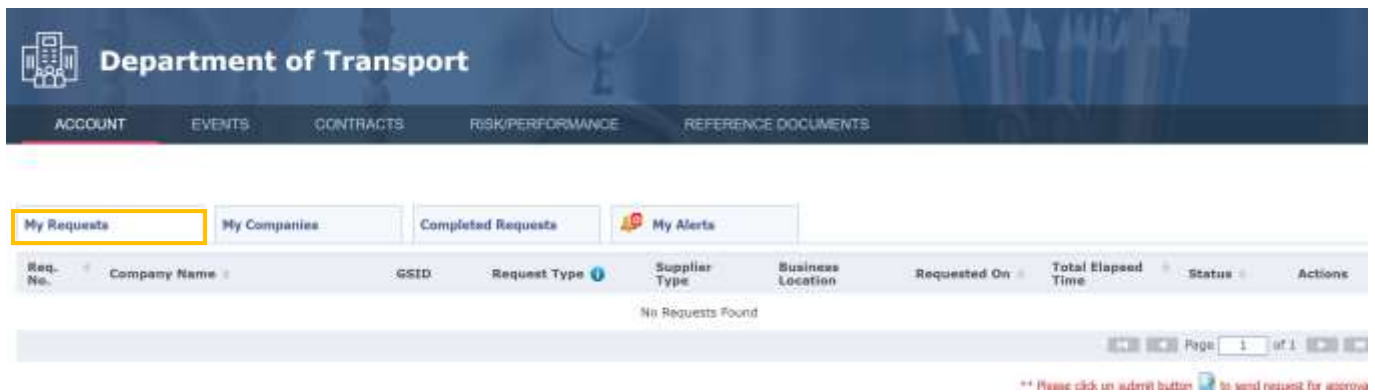
The screenshot shows the Zycus Supplier Network (ZSN) portal interface. The top navigation bar includes the ZYCUS logo, 'Manage Companies', 'Settings', and 'Help' menus. The left sidebar contains navigation icons for Home, Court Services Victoria, Department of Transport, and Department of Transport Pro Prod. The main content area is titled 'All Customers' and shows 'Pending Tasks(0)' with a message: 'You do not have any incomplete tasks at this moment'. Below this, there are sections for 'Card Libraries' and 'Sourcing Events'. The 'Sourcing Events' section displays a table with columns for Customer, Event Id, Event Type, and Open Date. The 'Risk/Performance Reports' section displays a table with columns for Event Name, Customer, Supplier, and GSID.

Event Name	Customer	Supplier	GSID
PE1511	Department of Tr...	CITYWIDE	49
Supplier Perform...	Department of Tr...	CITYWIDE	49
Test1	Department of Tr...	CITYWIDE	49

1. Open ZSN
2. Click **The Department of Transport** on left hand side

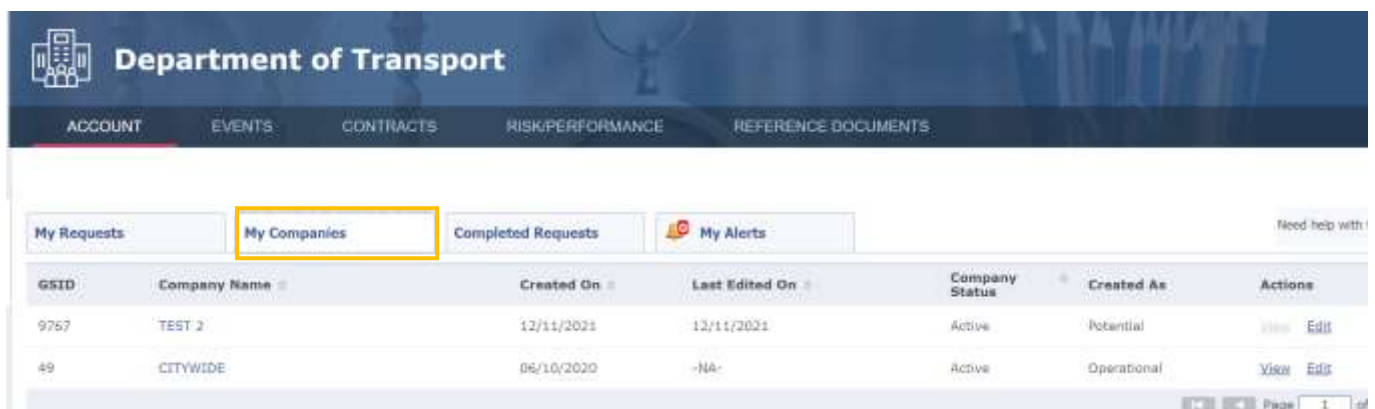
The **Accounts** screen is displayed. You can display **My Requests**, **My Companies**, **Completed Requests** and **My Alerts** by clicking on the respective tabs.

**My Requests** tab displays requests that have been initiated by DOT and can include a request to create the supplier, request to extend the supplier scope and requests to edit supplier profile details.

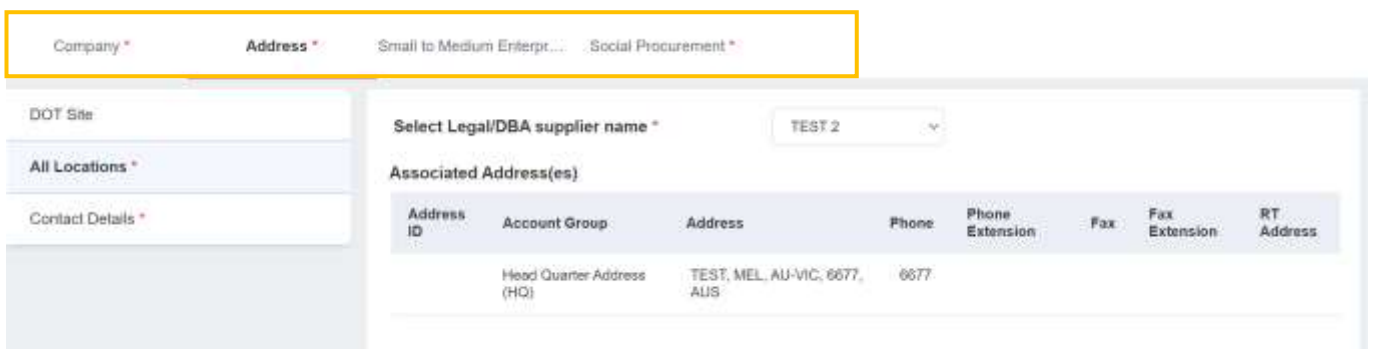


**My Companies** tab displays your company details. Click **View** to display company, address and product details or **Edit** to update the details - Note: the Edit function is only available if you are a potential supplier (not operational).

*If the details on the My Companies tab need to be updated, please contact your DOT buyer.*



You can view your company details by clicking the **Company** and **Address** tabs



**Completed Requests** tab displays the request items that have been actioned and completed.

Req. No.	Company Name	GSID	Request Type	Supplier Type	Business Location	Requested On	Total Elapsed Time	Status	Actions
6746	TEST 2	3767	Create	Potential	-NA-	12/11/2021	00:00	Approved	

**My Alerts** tab displays alerts that have been sent to you from your DOT buyer.

Company Name	Title	Received On	Due On	Days Left	Status	Actions
No Alerts Found						

Respond to alerts by clicking **Act** and submitting comments to your DOT buyer.

**Connect to Zycus**

Alert Message : Connect to Zycus notification sent.

Received On : 09/10/2019 Note: Alert Received On and Due On dates are in GMT

Due On : 09/20/2019

Current Status : New

Change Status :

Comments :

## Contracts

The **Contracts** menu displays your contracts with DOT. Your contract progress can be tracked, and status updates are displayed on this screen.

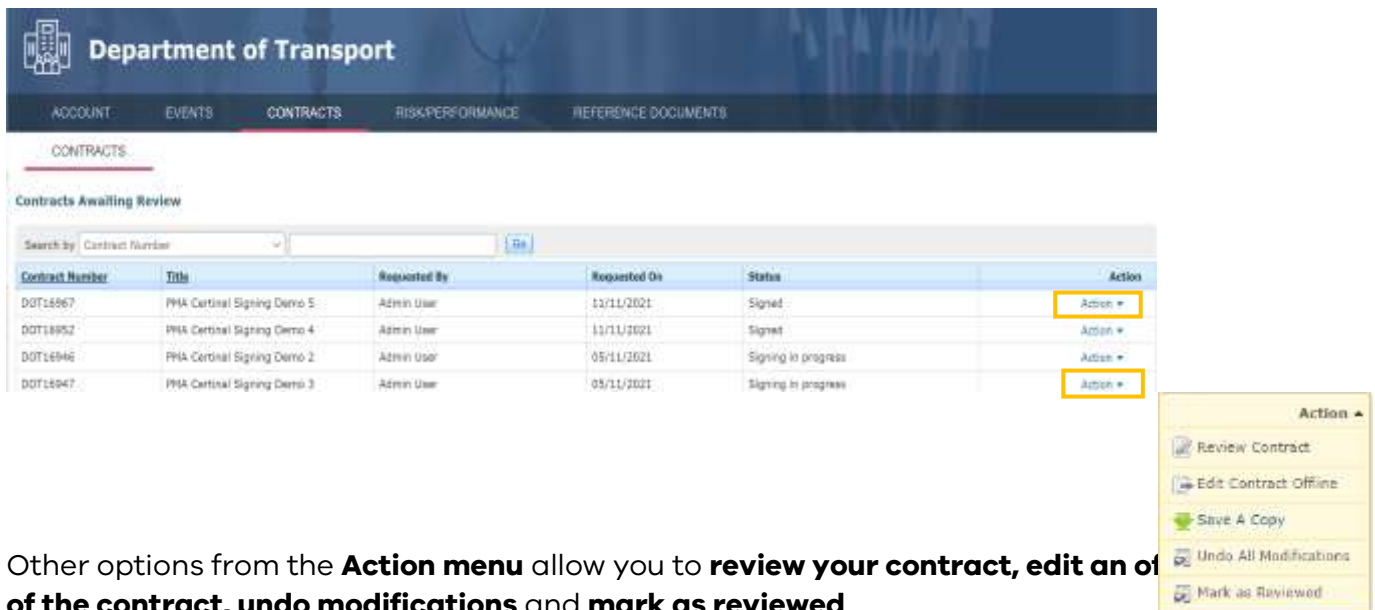
1. Click **Contracts** to display your DOT contracts



The **Contracts Awaiting Review** screen is displayed. You can track the status of your contracts, perform required actions, and download copies of your contracts. All contracts start with '**DOT**' and can be individually downloaded from the **Action** menu.

To download your contract:

1. Click **Action** to display the **Action** menu.
2. Click **Save a Copy** to download a copy of your contract to your PC.



Other options from the **Action menu** allow you to **review your contract, edit an of the contract, undo modifications** and **mark as reviewed**.

## Events

The **Events** tab displays your sourcing events and sourcing related documents. A sourcing event is initiated by DOT and submitted to you via the ZSN. A sourcing event can be a request for a quote, a request to participate in a tender or request to provide information as

part of an expression of interest. You can provide responses to sourcing events from within the ZSN portal and upload any relevant documentation as part of the submission.

Sourcing events can be displayed and responded to from the **Events** tab.

1. Click **Events**.
2. Click **Sourcing Events**.

Department of Transport

ACCOUNT   **EVENTS**   CONTRACTS   RISK/PERFORMANCE   REFERENCE DOCUMENTS

**SOURCING EVENTS**   DOWNLOADS

There will be a high number of sourcing events being displayed on this page going forward as all past events that you have been invited to are now available in this list. Please use the search and the filter functionality to locate the sourcing event that may require your attention. You can access a forum in all of these sourcing events going forward. X

Event List Select Supplier Company CITYWIDE

Found 393 record Save Filters | Clear Filters

Event ID	Name	Owner	Open Date	Close Date	Type	Invite Type	Status	Action
1211634395	<a href="#">BFP - DA Services</a>	Maria Beltran	25/11/2021 04:13 AM	25/11/2021 05:00 AM	RFP	Invited	Closed	<a href="#">View Event</a>
1211631396	<a href="#">Sourcing for Services</a>	Admin User	25/11/2021 04:10 AM	25/11/2021 04:52 AM	RFP	Invited	Negotiation Closed	<a href="#">View Event</a>

The **Event List** screen displays your sourcing events with DOT. You can track the status of each event, view the event details and enter the event to confirm your participation.

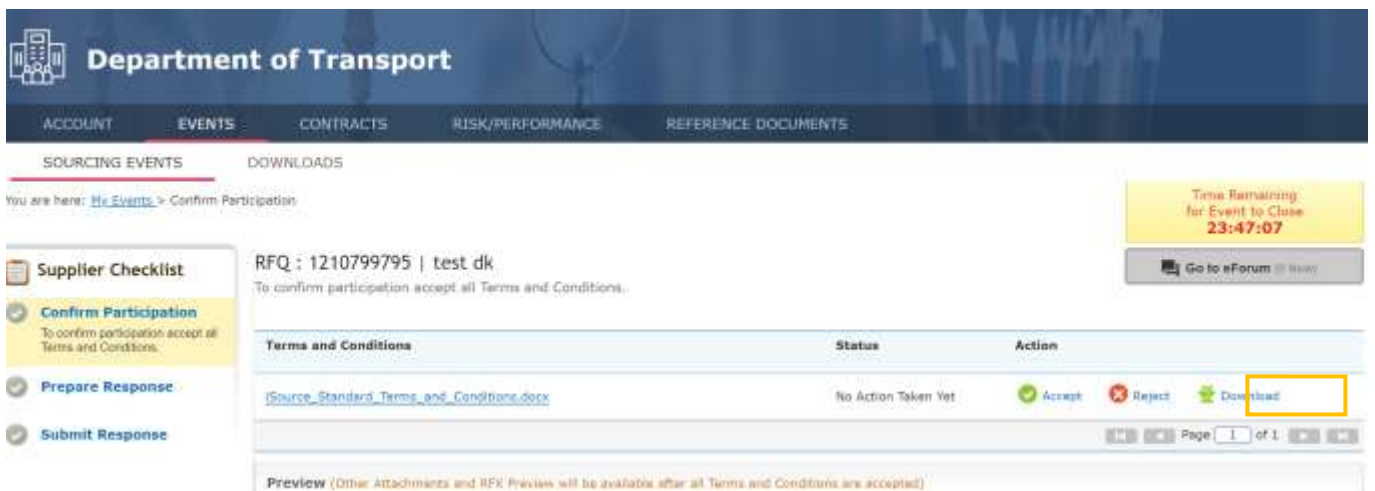
To participate in a sourcing event:

1. Click **Enter Event**.



The **Confirm Participation** screen is displayed. The time remaining to submit your responses is indicated in the top right of the screen. You must complete and submit your responses before the event closes. Download and review both the terms and conditions and environmental sustainability documents.

2. Click **Download** to download a copy of the document. Once reviewed, you can either **Accept** or **Reject** the document.





Once **the Terms and Conditions** are accepted, the **Other Attachments** are displayed which can include the contract details and any other supporting documents.

Click **Download** to download a copy of the attached documents.

The screenshot shows the RFQ interface for RFQ ID 1210799795. On the left, there is a 'Supplier Checklist' with steps: 'Confirm Participation' (highlighted), 'Prepare Response', and 'Submit Response'. Below it is an 'RFQ Summary' with details like 'Event Status: Open', 'Open Date: 01/12/2021 04:39 AM', and 'Close Date: 02/12/2021 04:55 AM'. The main area displays 'Terms and Conditions' (Status: Accepted) and a table of 'Other Attachments'.

Other Attachments	Size	Uploaded On	Action
<a href="#">DoT - Long-Form-Agreement-for-the-provision-of-Services_March_2020.docx</a>	264 KB	21/10/2020 02:07 AM	<a href="#">Download</a>
<a href="#">TTV - Long-Form-Agreement-for-the-provision-of-Services_March_2020.docx</a>	267 KB	21/10/2020 02:07 AM	<a href="#">Download</a>
<a href="#">DoF - Short-Form-Agreement-for-the-provision-of-goods-or-services_March_2020.docx</a>	490 KB	21/10/2020 02:07 AM	<a href="#">Download</a>
<a href="#">TTV - Short-Form-Agreement-for-the-provision-of-goods-or-services_March_2020.docx</a>	490 KB	21/10/2020 02:07 AM	<a href="#">Download</a>

The **RFQ Details** section contains the sourcing event information and questions you are required to respond to.

Click **Confirm Participation** to commence reviewing and responding to the sourcing event.

*Note: If you do not wish to participate in the event, click **Decline Participation**.*

The screenshot shows the 'RFQ Details' section with a header '(Sections:8 | Questions:22 | Item:1)' and an 'Expand All Sections' link. Below is a list of sections:

Section ID	Status	Questions	Items
1.0	null	1	0
2.0	null	1	0
3.0	null	1	0
4.0	null	1	0
5.0	null	1	0
6.0	null	16	1
7.0	null	0	0
8.0	null	1	0

At the bottom right, there are two buttons: 'Confirm Participation' (highlighted with a yellow box) and 'Decline Participation'.

The **Prepare Responses** screen is displayed. Responses must be submitted to all mandatory questions - refer to the colour indicators to ensure responses to all mandatory (red indicator) questions have been answered.

**G** All question(s) answered   **Y** Optional question(s) not answered   **R** Mandatory question(s) not answered

Click **Prepare Response** to review and respond to the sourcing event questions.

RFQ : 1210799795 | test dk  
 Prepare responses for all the sections in the event.

Please select the currency you want to bid in

Bidding Currency: AUD - Australian Dollar

**G** All question(s) answered   **Y** Optional question(s) not answered   **R** Mandatory question(s) not answered

Section ID	Section Name	Status	Type	Completion Status	Action
1.0	EVALUATION MATRIX	OPEN	Comment	Nothing to Complete	View Response
2.0	Part A.1 - Request for Quote Details	OPEN	Comment	Nothing to Complete	View Response
3.0	Part A.2 - Scope of Work	OPEN	Comment	Nothing to Complete	View Response
4.0	Part B - Conditions of Quotation	OPEN	Comment	Nothing to Complete	View Response

Section 1 of 4 of the sourcing event is displayed. Sections containing mandatory questions will be flagged with the red mandatory indicator. All mandatory questions within the section will be flagged with an asterisk (\*).

Bidding Currency: AUD - Australian Dollar  
 Decimal Precision: 2

**Important:** Kindly export the draft again in case the event has been paused and republished to fill the responses via excel import.

3 of 7 Part A.2 ... Mandatory (0/0) Optional (0/0)   
 4 of 7 Part B - ... Mandatory (0/0) Optional (0/0)   
 5 of 7 Part C - ... Mandatory (0/0) Optional (0/0)   
 **6 of 7 Part D - ... Mandatory (0/1) Optional (0/14)**

**\*) Mandatory Questions**

This section is for DOT internal purpose

Professional competence

Provide a response to all relevant questions - **all mandatory questions must be responded to**.

Item Information				Baseline Costs (AUD - Australian Dollar)	Demand Information				Pricing Information	Total Cost
Attachment(s)	Item No.	Item Name	Item Description	Target Price	Price Type	Est Qty	Qty	UOM	Enter Unit Cost Desc.	(Enter Unit Cost...)
0.00(1)	1	Enter Item Name	Enter Item Description		Bulk	1.00	1.00	UOM	Value	

Click the **section tabs** to navigate to other sections of the sourcing event and provide the required responses.

Event Close Date Time: 02/12/2022

Bidding Currency: AUD - Australian Dollar

Decimal Precision: 2

**Important:** Kindly export the draft again in case the event has been paused and republished to fill the responses via excel import.

1 of 7 EVALUATI... Mandatory (M) Optional (O)

2 of 7 Part A.1... Mandatory (M) Optional (O)

3 of 7 Part A.2... Mandatory (M) Optional (O)

4 of 7 Part B... Mandatory (M) Optional (O)

(\*) Mandatory Questions Showing: All Questions

Part D Response to Quotation

Instructions to Respondents for completing this Quotation template:1. All responses must be provided within the specified fields of Part D and must respond to the Specification (Part A.2) and Proposed Contract (Part with the Conditions of Quotation (Part B)) in the Request for Quotation.2. Invitees must respond to all sections of this template and include their trading name, the RFQ Title and Reference Number in the above fields template.3. Where necessary, any graphics or data should be placed at the end of this template and referred to in the relevant field.4. Respondents may provide supplementary material to support their Quotation; supplementary material must be cross referenced to the relevant section of this template.

Attachments from DOT can be viewed by clicking **Buyer's Attachments**. If you are required to upload documents as part of the sourcing event responses, click **Upload Event Level Attachments** and attach any relevant documentation.

RFQ : 1210799795 | test dk

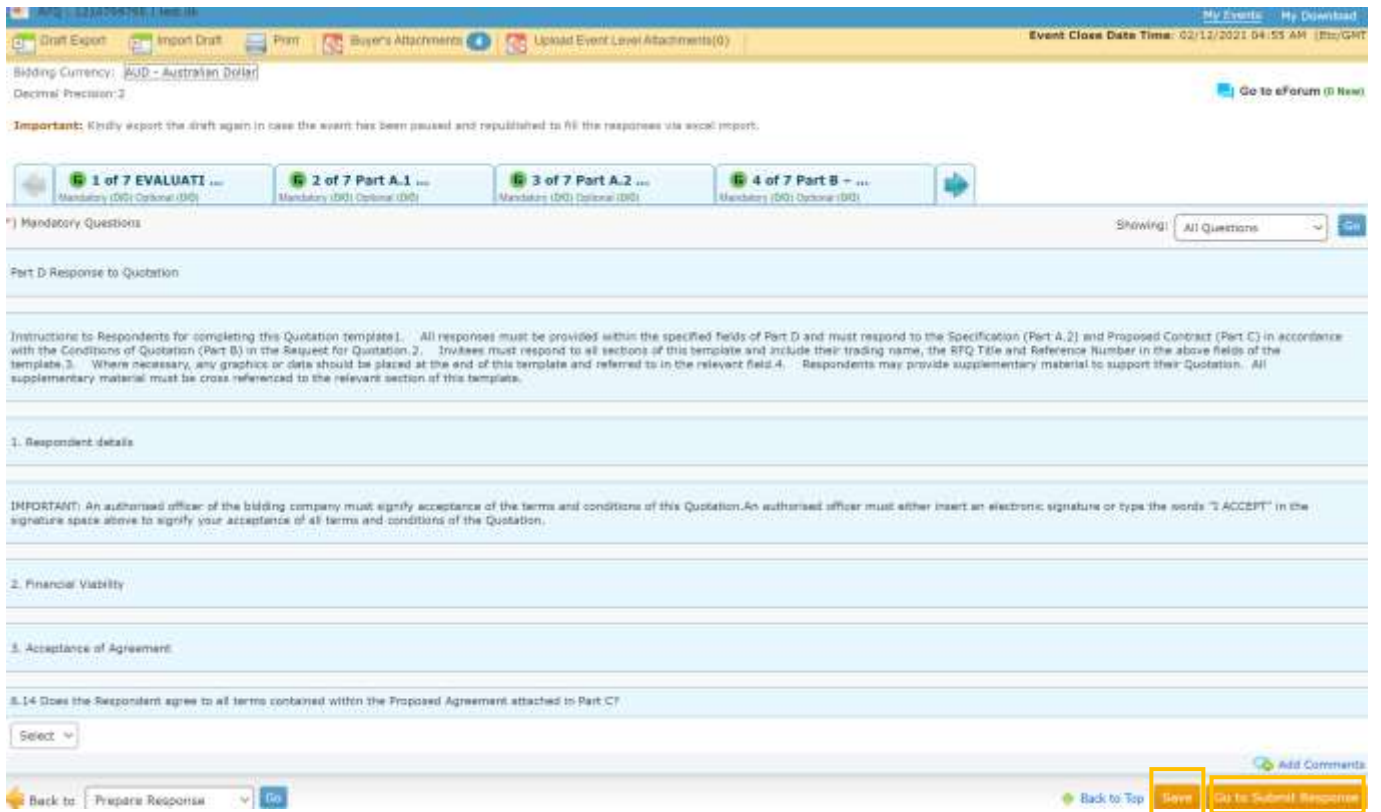
Buyer's Attachments

Upload Event Level Attachments(0)

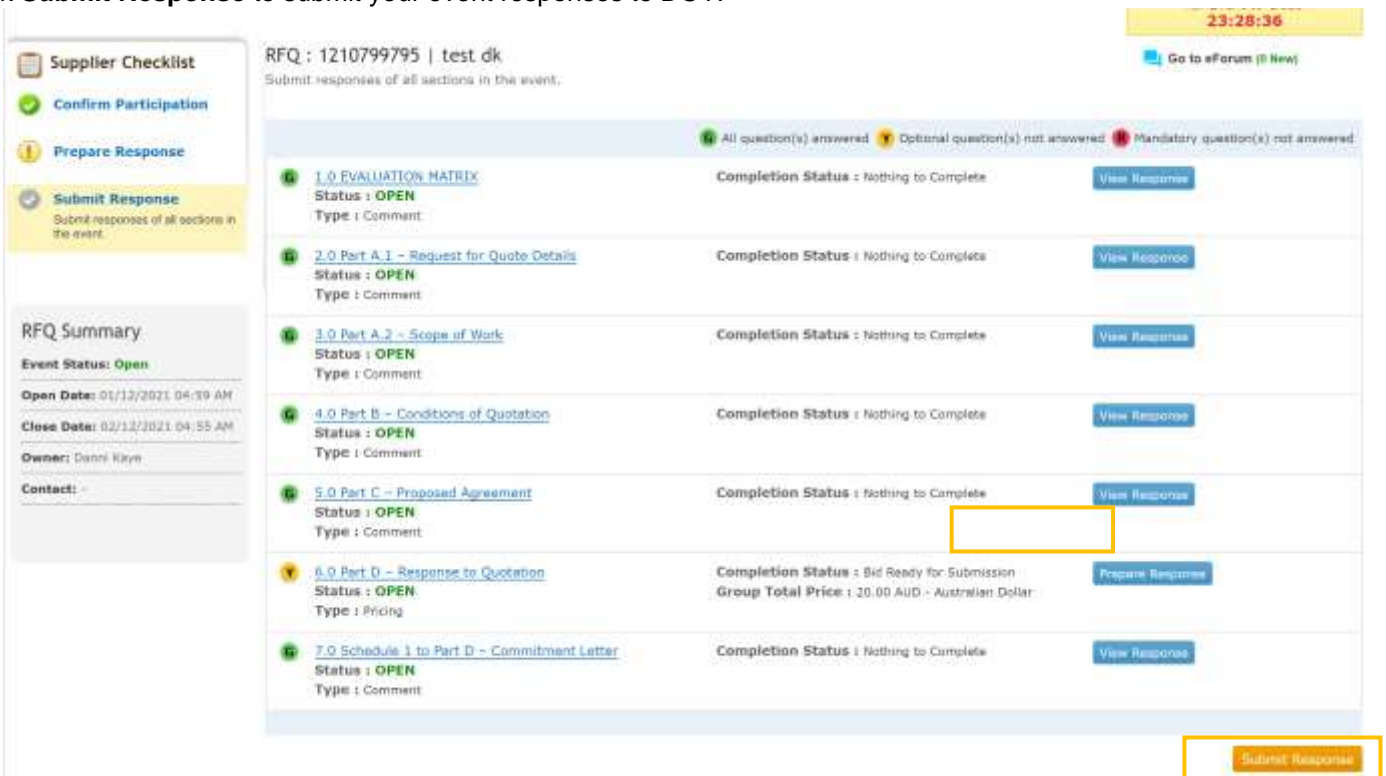
Bidding Currency: AUD - Australian Dollar

Click **Save** to save the section responses you have provided.

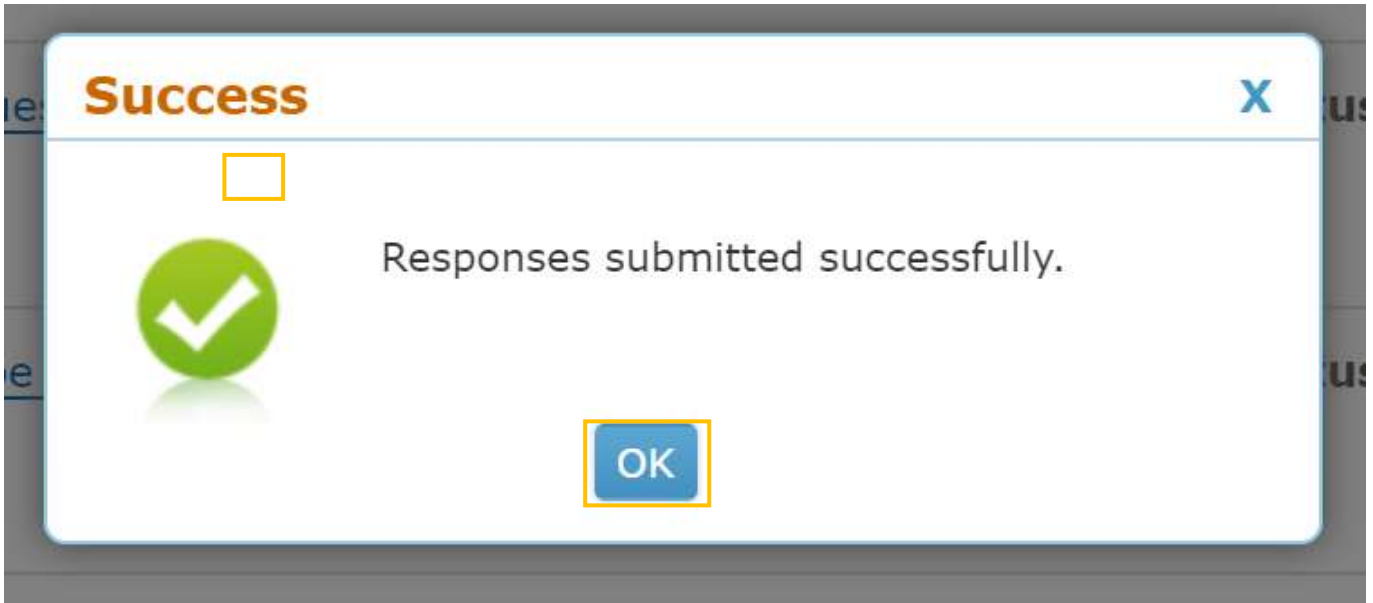
Click **Go to Submit Response** once you have completed all the responses for each of the sections.



The **Submit Responses** screen is displayed summarising the completion status of each section. Click **Submit Response** to submit your event responses to DOT.



A confirmation message will display confirming your responses have been submitted successfully. Click **OK** to close the confirmation message window.



The responses to the sourcing event have now been submitted.

*Note: If required, responses can be recalled by clicking **Recall Responses**.*

RFQ : 1210799795 | test dk  
 Submit responses of all sections in the event.

FOR EVENT OF COURSE  
**23:23:44**  
[Go to eForum \(0 New\)](#)

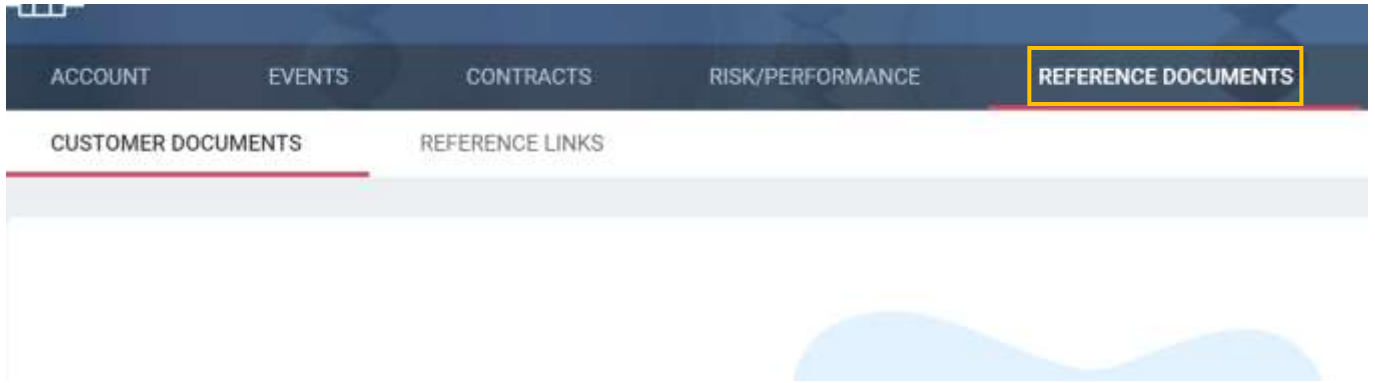
All question(x) answered    Optional question(x) not answered    Mandatory question(s) not answered

<p><b>1.0 EVALUATION MATRIX</b>            Status : <b>OPEN</b>            Type : Comment</p>	<p>Completion Status : (0/0 (Mandatory), 0/0 (Optional))            Submitted</p>	<p><a href="#">View Response</a></p>
<p><b>2.0 Part A.1 - Request for Quote Details</b>            Status : <b>OPEN</b>            Type : Comment</p>	<p>Completion Status : (0/0 (Mandatory), 0/0 (Optional))            Submitted</p>	<p><a href="#">View Response</a></p>
<p><b>3.0 Part A.2 - Scope of Work</b>            Status : <b>OPEN</b>            Type : Comment</p>	<p>Completion Status : (0/0 (Mandatory), 0/0 (Optional))            Submitted</p>	<p><a href="#">View Response</a></p>
<p><b>4.0 Part B - Conditions of Quotation</b>            Status : <b>OPEN</b>            Type : Comment</p>	<p>Completion Status : (0/0 (Mandatory), 0/0 (Optional))            Submitted</p>	<p><a href="#">View Response</a></p>
<p><b>5.0 Part C - Proposed Agreement</b>            Status : <b>OPEN</b>            Type : Comment</p>	<p>Completion Status : (0/0 (Mandatory), 0/0 (Optional))            Submitted</p>	<p><a href="#">View Response</a></p>
<p><b>6.0 Part D - Response to Quotation</b>            Status : <b>OPEN</b>            Type : Pricing</p>	<p>Completion Status : Bid Submitted            Group Total Price : 20.00 AUD - Australian Dollar</p>	<p><a href="#">View Response</a></p>
<p><b>7.0 Schedule 1 to Part D - Commitment Letter</b>            Status : <b>OPEN</b>            Type : Comment</p>	<p>Completion Status : (0/0 (Mandatory), 0/0 (Optional))            Submitted</p>	<p><a href="#">View Response</a></p>

[Recall Response](#)

## Reference documents

The **Reference Documents** menu is used to display DOT documents, communiques or instructions. The documents and links are uploaded by DOT, are not specific to sourcing events and are viewed via the **Reference documents** menu options – **Customer Documents** and **Reference Links**.



## eForum Messages

The **Zycus eForum** allows the DOT buyer to communicate with suppliers from within the ZSN sourcing event. This communication channel allows you to engage with your buyer and send and receive documents relating to the sourcing event.

The **eForum message alerts** will appear in the **top right of your sourcing event screen**.

1. Click **Go to eForum**



The **List of eForum** screen is displayed. You can track discussions with your buyer, respond to messages or create a new eForum. All communications within the eForum will be relevant to the sourcing event the eForum is initiated from. To display eForum messages:



Click the **eForum** name:

The eForum Message List is displayed.



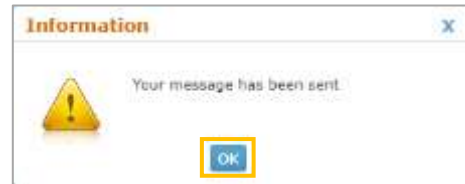
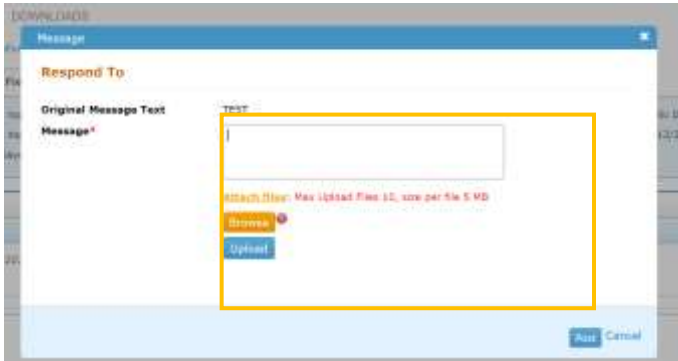
Click **Reply** to respond to the message *OR*;

Click **New Message** to create a new message



The **Respond To** window is displayed. Type your response text in the message field and attach any relevant documentation. A maximum of ten files (up to 5 MB per file) can be uploaded with your response.

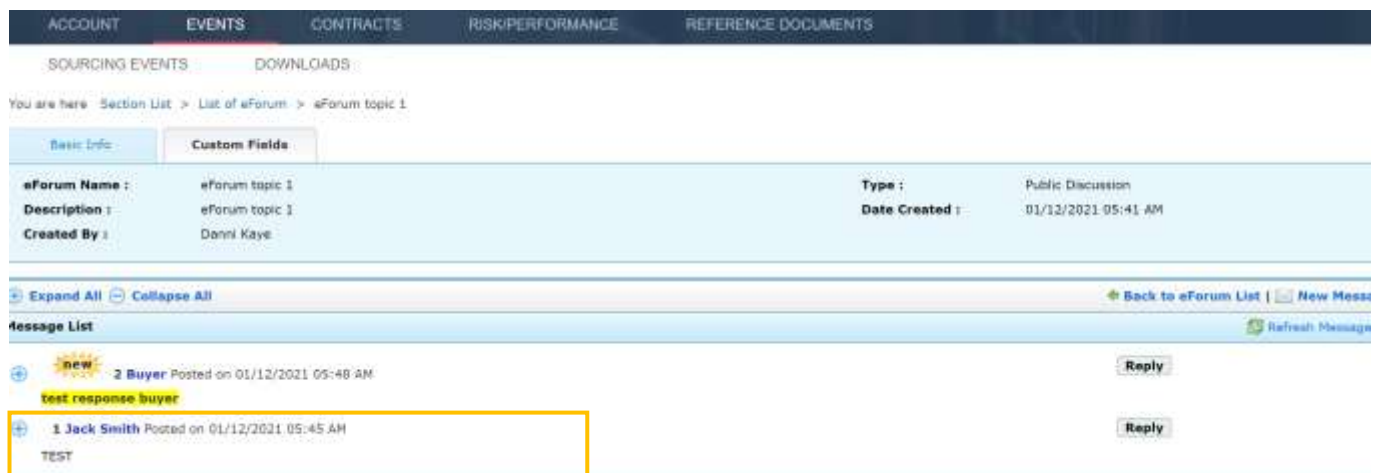
Click **Post** to post your message response.



A confirmation message will confirm your message has been successfully posted.

Click **OK** to close

Your message post will display in the **Message List**. The message posting date and time will allow you to keep track when responses are sent from DOT.





## Creating a new eForum

As a supplier, you can create a new eForum and initiate communications with DOT, send documents or request information. The **List of eForum** screen is displayed below.

1. Click **New eForum** to create a new eForum for the sourcing event



The **New eForum** window is displayed.

Enter the **eForum Name** details

Enter the **eForum Description**

Click **Save** to create the eForum

The 'New eForum' form is shown with the following fields:

- eForum Name \***: Input field containing 'Part D.2 Clarifications', with '232 characters left' below it.
- Description**: Input field containing 'Part D.2 Clarifications', with '232 characters left' below it.
- Signature/Remarks**: Input field containing 'Danni Co Pty Ltd', with '1984 characters left' below it.

At the bottom right, there are 'Save' and 'Cancel' buttons, with the 'Save' button highlighted by a yellow box.

The eForum has been successfully created. The **Type column** will indicate that the eForum was created by the supplier and not initiated by DOT.

You are here: Section List > List of eForum

Event Name: test dk

Refresh List | Edit Notification | New eForum

eForum Name	Description	Type	Message	Action
<a href="#">Part D.2 Clarifications</a>	Part D.2 Clarifications	Supplier Initiated	0	
<a href="#">Specific PART d Clarifications</a>	Specific PART d Clarifications	Supplier Initiated	0	
<a href="#">eForum topic 1</a>	eForum topic 1	Public Discussion	3	

## Respond to a request for offer

A request for offer can be initiated by your buyer as part of sourcing negotiations. The request for offer allows you to review and update your pricing and submit it back to your buyer for consideration. A request for offer will be submitted by your buyer once you have responded to a sourcing event and provided a quote. **Offer request** will appear on the dashboard of your ZSN portal.

As a supplier, you can respond to an offer request by clicking on the sourcing event link on your ZSN dashboard.

1. Navigate to **Sourcing Events** and click the event with the status – **Negotiation in Progress**

The screenshot shows a 'Card Libraries' interface with a 'Sourcing Events' table. The table has four columns: Customer, Event Id, Event Type, and Open Date. Three rows are visible, all with a 'CLOSED' status. The first two rows are for 'RFP - QA Services' and the third is for 'Sourcing for Services - UH- 23\_11'. At the bottom, it says '20 of 393 records' and has a 'View more' link.

Customer	Event Id	Event Type	Open Date
Department of Trans...	1211634395	RFP	25/11/2021 04:13 AM
Department of Trans...	1211634395	RFP	25/11/2021 04:13 AM
Department of Trans...	1211614795	RFP	25/11/2021 04:10 AM

NOTE: Click more to open **All Sourcing Events** if they don't appear easily on your scorecard. Then click event with the status – **Negotiation in Progress**

The screenshot shows a negotiation trail with various fields: ID (1210670756), Training Process From Existing, James Dowdell, 13/01/2021 11:42 PM, 14/01/2021 12:17 AM, RFQ, Invited, Negotiation In Progress (highlighted in a yellow box), and Enter Event.

The **My Events > Negotiate Pricing** page is displayed. The Negotiation Trail allows you to track the request for offer that has been submitted by your buyer.

2. Click **Actions** to display the menu options
3. Select **Export** to download the pricing lot excel file

SOURCING EVENTS DOWNLOADS

You are here: My Events > Negotiate Pricing

**Event Closed**  
Go to eForum (1 New)

Supplier Checklist  
 Confirm Participation  
 View Responses  
 Submit Response  
 Negotiate Pricing

RFQ : 1210170756 | JD Training Procure From Existing  
 Review and approve Negotiated Pricing.

**Negotiation Trail**

Round	Price	Comment	Date Time	Action
Original Bid	15,800.00 AUD			Action
Round 1	16,800.00 AUD	Request for Offer	14/01/2021 12:36:06 AM	Action
Counter Bid 1			14/01/2021 12:36:07 AM	Action

Supplier Buyer

**Negotiation Trail**

Round	Price	Comment	Date Time	Action
Original Bid	16,800.00 AUD			Action
Round 1	16,800.00 AUD	Request for Offer	14/01/2021 12:36:06 AM	Action
Counter Bid 1			14/01/2021 12:36:07 AM	Action

Supplier Buyer

Export

The Excel file will download to your computer and can be opened from the bottom left corner of your Google Chrome browser window.

4. Select **Open** on Excel file

SOURCING EVENTS DOWNLOADS

You are here: My Events > Negotiate Pricing

**Event Closed**  
Go to eForum (1 New)

Supplier Checklist  
 Confirm Participation  
 View Responses  
 Submit Response  
 Negotiate Pricing

RFQ : 1210170756 | JD Training Procure From Existing  
 Review and approve Negotiated Pricing.

**Negotiation Trail**

Round	Price	Comment	Date Time	Action
Original Bid	16,800.00 AUD			Action
Round 1	16,800.00 AUD	Request for Offer	14/01/2021 12:36:06 AM	Action
Counter Bid 1			14/01/2021 12:36:07 AM	Action

Supplier Buyer

1210170756\_RFQ\_...xlsx

The **Negotiate Export** file will open. The spreadsheet contains the quoted pricing lot total. You can update the new negotiated LOT total and submit this to your buyer for review. The second sheet contains the details of the pricing line item(s) that can be updated to reflect the new pricing.

- To update the pricing click on the **second sheet**.

<b>1. Negotiation Export Summary</b>			
1 Event ID:	1210170756		
2 Event Name:	JD Training Procure From Existing		
3 Event Type:	RFQ		
4 Export for round:	1		
5 Supplier Name:	Jack Smith		
6 Export Date and Time:	01/12/2021 08:59 AM		
7 Exported by User:	Jack Smith		
2. Currency of supplier response at the time of original bid submission: AUD			
3. Currency applicable to responses being prepared in this excel workbook: AUD - Australian Dollar			
4. Instructions			
A. Go to individual worksheet for editing response to one pricing table at a time			
B. Edit/update the response for individual line item by scrolling to individual line items			
C. Save the excel sheet, import it back into iSource and send for supplier approval			
5. Lot Summary			
<b>Lot Number</b>	<b>Lot Name</b>	<b>Old Lot Total</b>	<b>New Lot Total</b>
6.105 (1)	Enter Question	16,800.00	16,800.00
	<b>Total</b>	<b>16,800.00</b>	<b>16,800.00</b>

The second sheet will display the pricing line item details. Pricing can be maintained in the **Pricing Information** column.

- Click on the value in the **Pricing Information** cell and update the quoted price.

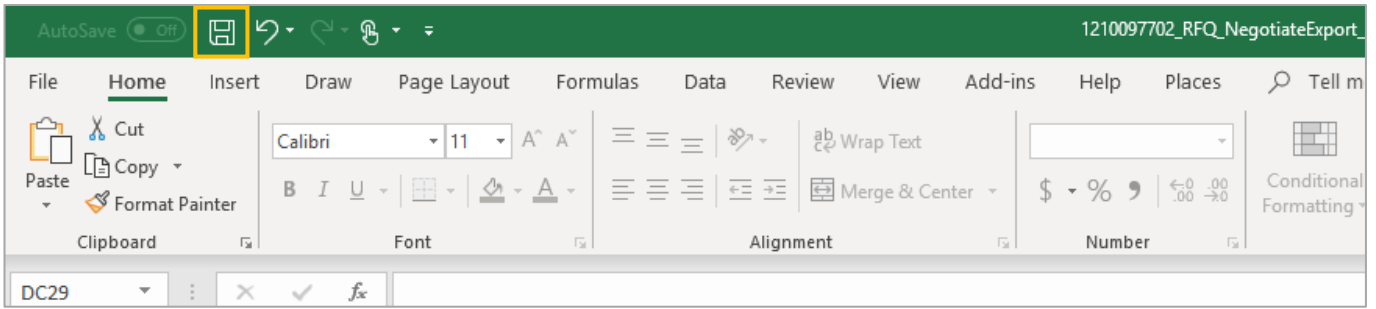
Item Information		Baseline Costs		Demand Information			Pricing Information	Total Cost
Item No.	Item Name	Item Description	Target Price	Price Type	Est Qty	Qty	UOM	Total Cost
	Invoice System	Invoice System	Bulk		1.00		200.00 Days	275,000.00

The change to the pricing information will update the **Total Cost** value.

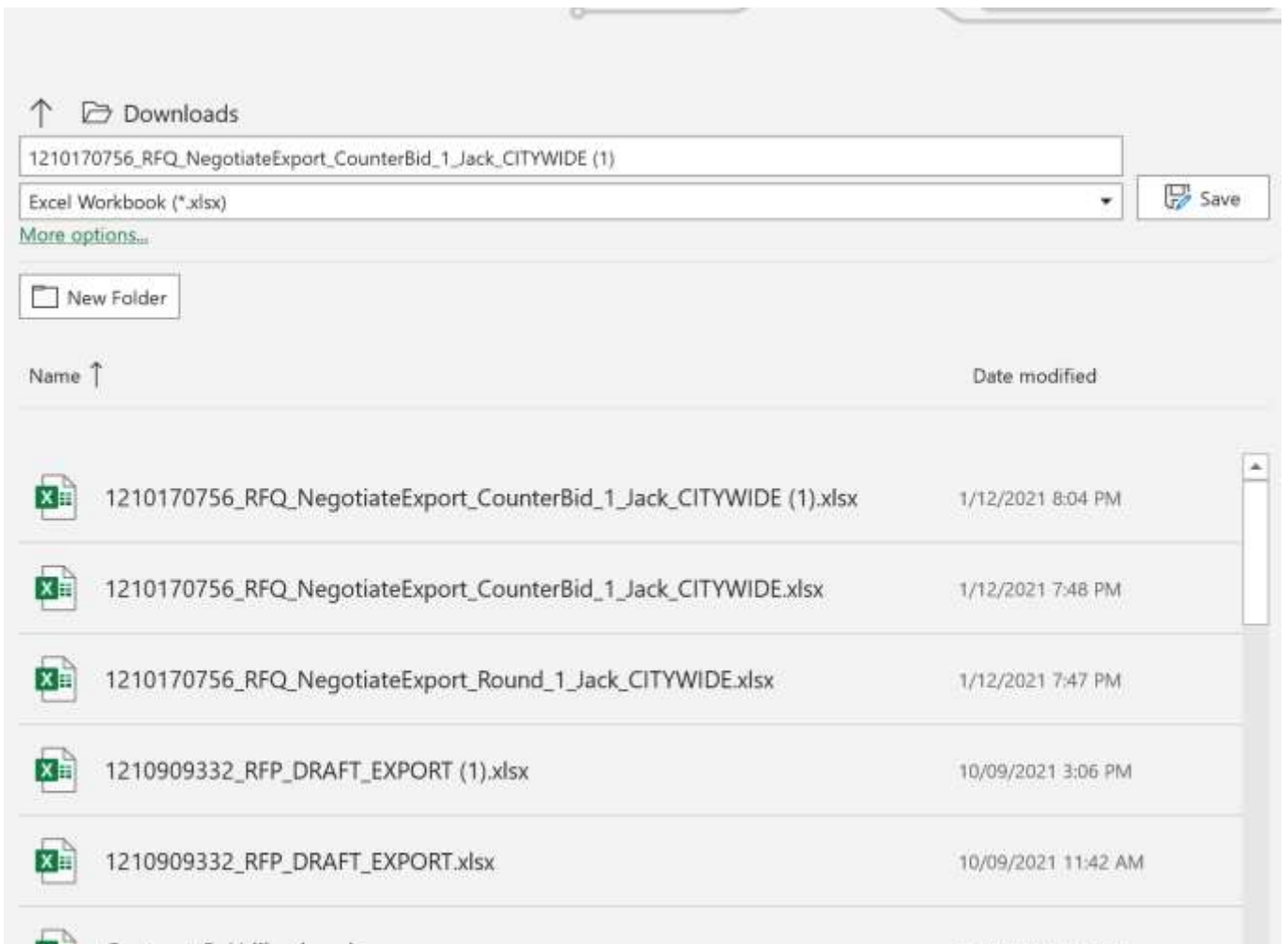
Item Information		Baseline Costs		Demand Information			Pricing Information	Total Cost
Item No.	Item Name	Item Description	Target Price	Price Type	Est Qty	Qty	UOM	Total Cost
	Invoice System	Invoice System	Bulk		1.00		220.00 Days	242,000.00

The file can now be saved to your computer.

- Click **Save** to save the file – do not rename the file when saving as the file will need to be imported back into ZSN.



8. Select a file location to save the file and click the **Save** button.



Navigate to the ZSN **Event Details** window and Import the file back into your **Negotiation Trail**.

9. Click the **Actions** menu from the **Counter Bid 1** row.

10. Click **Import**.

ricing

Event Closed  
Go to eForum (1 New)

RFQ : 1210170756 | JD Training Procure From Existing  
Review and approve Negotiated Pricing.

Negotiation Trail			
Round	Price	Comment	Date Time
Original Bid	16,800.00 AUD		
Round 1	16,800.00 AUD	Request for Offer	14/01/2021 12:36:06 AM
Counter Bid 1			14/01/2021 12:36:07 AM

Supplier Buyer

Actions  
Export  
Import

11. Select the file you wish to import.

Name	Date modified	Type	Size
1210170756_RFQ_NegotiateExport_CounterBid_1_Jack_CITYWIDE (1).xlsx	1/12/2021 8:04 PM	Microsoft Excel Work...	
1210170756_RFQ_NegotiateExport_CounterBid_1_Jack_CITYWIDE.xlsx	1/12/2021 7:48 PM	Microsoft Excel Work...	
1210170756_RFQ_NegotiateExport_Round_1_Jack_CITYWIDE.xlsx	1/12/2021 7:47 PM	Microsoft Excel Work...	
iSource_Standard_Terms_and_Conditions.docx	1/12/2021 4:13 PM	Microsoft Word Doc...	

12. Click **Open**.

A confirmation message will display.

13. Click **OK** to continue.

Original bid AUD  
Round 1 275.00 AUD  
Counter Bid 1 242.00 AUD

Supplier Buyer

Success X  
The responses has been imported successfully  
OK

The updated pricing is now displayed as the **Counter Bid 1**. Comments to the buyer can be added to the **Comment** field if required.

Negotiation Trail			
Round	Price	Comment	Date Time
Original Bid	16,800.00 AUD		
Round 1	16,800.00 AUD	Request for Offer	14/01/2021 12:36:06 AM
Counter Bid 1	16,800.00 AUD	Click here to add Comment .....	14/01/2021 12:36:07 AM

Supplier
 Buyer

The pricing can now be submitted to the buyer for review.

14. Click the **Actions** menu from the **Counter Bid 1** row.
15. Click **Send for Approval**.

Negotiation Trail			
Round	Price	Comment	Date Time
Original Bid	16,800.00 AUD		
Round 1	16,800.00 AUD	Request for Offer	14/01/2021 12:36:06 AM
Counter Bid 1	16,800.00 AUD	Click here to add Comment .....	14/01/2021 12:36:07 AM

Supplier
 Buyer

**Actions** ▾

Export

Import

Send for Approval

The request for offer has now been responded to. The buyer can now review the changes and consider the updates to the pricing as part of their sourcing event analysis.