

Oracle link: https://proddmz1.garlandisd.net/OA_HTML/AppsLocalLogin.jsp

The screenshot displays the Oracle Applications Home Page for GISD E-Business Suite. The page features a blue header with the GISD logo and 'E-Business Suite' text. Below the header is a navigation bar with 'File', 'Edit', 'View', 'Favorites', 'Tools', and 'Help' menus. A search bar is present with 'Enterprise Search' and 'All' as a dropdown, followed by a 'Go' button and 'Search Results Display Preference' set to 'Standard'. The user is logged in as 'BIDS@GARLANDISD.NET'.

The main content area is titled 'Oracle Applications Home Page' and contains two primary sections:

- Main Menu:** A panel with a 'Personalize' button and a folder icon next to a '+' sign, followed by the text 'GISD (Supplier-Sourcing User)'. A red arrow points from a callout box to this '+' sign.
- Worklist:** A panel with a 'Full List' button. It contains a table with columns 'From', 'Type', 'Subject', 'Sent', and 'Due'. Below the table, it states 'There are no notifications in this view.' and includes two tips: 'TIP Vacation Rules - Redirect or auto-respond to notifications.' and 'TIP Worklist Access - Specify which users can view and act upon your notifications.'

At the bottom of the page, there is a footer with 'Privacy Statement', 'Logout Preferences Help', and 'Copyright (c) 2008, Oracle. All rights reserved.'

Click the + sign

File Edit View Favorites Tools Help

GISD E-Business Suite

Favorites Logout Preferences Help

Enterprise Search All Go Search Results Display Preference Standard

Logged In As BIDS@GARLANDISD.NET

Oracle Applications Home Page

Main Menu

Personalize

- GISD iSupplier-iSourcing User
 - Supplier Home Page
 - iSourcing Home Page

Worklist

Full List

From	Type	Subject	Sent	Due
There are no notifications in this view.				
✓ TIP Vacation Rules - Redirect or auto-respond to notifications.				
✓ TIP Worklist Access - Specify which users can view and act upon your notifications.				

Click on iSourcing Home Page

Privacy Statement Logout Preferences Help

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This step is if you don't see the Bid/RFP that you are looking for.

Change Title to Number

Enter the sourcing # you are looking for here and then click GO.

Active Negotiations

Press Full List to view all your company's responses.

Response Number	Response Status	Supplier Site	Negotiation Number	Title	Time Type Left	Unread Monitor Messages
131058	Draft		31133	Toilet Paper and Paper Towels 153-14	RFQ 0 seconds	0
134056	Draft		31137	Print Shop Paper 101-14	RFQ 0 seconds	0
89031	Draft		31074.1	ART SUPPLIES 65-14	RFQ 0 seconds	0

Your Company's Open Invitations

Supplier Site	Negotiation Number	Title	Type	Time Left
	31155	Career and Technology Educatio...	RFQ	12 days 20 hours

Click on the Sourcing #

Search

Note that the search is case insensitive

Number: Contact:

Title: Line:

Category: Event:

Select Negotiation:

Select Number	Title	Contact	Time Left	Close Date	All Responses	Your Company's Responses	Unread Monitor Messages
<input type="radio"/> 31153	330-14 Dish Room Safety and Sanitation Services	Moore, Kay	12 days 20 hours	01-Jul-2014 10:30:59	Blind	1	0

File Edit View Favorites Tools Help

GISD Sourcing

Navigator Favorites Home Logout Preferences Help

Negotiations

Negotiations > Active Negotiations > RFQ: 31153

Actions Create Quote

Title **330-14 Dish Room Safety and Sanitation Services**
 Status **Active**
 Time Left **12 days 20 hours**

Open Date **12-Jun-2014 08:00:00**
 Close Date **01-Jul-2014 10:30:59**

Header Lines Controls

Buyer **Moore, Kay**
 Quote Style **Blind**
 Description **Dish Room Safety and Sanitation Services**

Outcome **Contract Purchase Agreement**
 Event

Terms

Effective Start Date **26-Aug-2014**
 Effective End Date **31-Aug-2017**
 Bill-To Address [Garland ISD - Accounts Payable](#)
 Ship-To Address [Garland ISD](#)
 FOB

Total Agreement Amount
 Payment Terms **NET 30**
 Carrier
 Freight Terms **Prepaid**

Currency

RFQ Currency **USD**
 Price Precision **Any**

Requirements

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

Details Section

[Show](#) Minimum Requirements
[Show](#) Minimum Requirements
[Show](#) General
[Show](#) General

Additional Header Attributes (Buyer & Supplier)

Notes and Attachments

Note to Suppliers

Title	Type	Description	Category	Last Updated By	Last Updated	Usage	Update	Delete
Required Forms	File		To Supplier	KRMOORE	02-Jun-2014	One-Time		
Sourcing Instruction Page - Revisions 5-15-2014.docx	File		To Supplier	KRMOORE	09-Jun-2014	One-Time		
Services Template.doc	File		To Supplier	KRMOORE	09-Jun-2014	One-Time		


[Return to Active Negotiations](#)

Actions Create Quote

Privacy Statement Negotiations Home Logout Preferences Help Copyright (c) 2008, Oracle. All rights reserved.

You will need to complete the Required Forms and attach them into your bid.

http://www.garlandisd.net/?Mode=T&SpecMode=Y&printitname=c3abbf94-2418-4a92-986e-5d1f61273e5d_J - Windows Internet Explorer



Sourcing

Navigator Favorites Home Logout Preferences Help

Negotiations

Negotiations >
RFQ: 28009

Title **Paper RFQ**

Status **Active**

Time Left **30 days 17 hours**

Open Date **30-Jul-2012 09:52:50**

Close Date 30-Jul-2012 09:52:50

Actions Acknowledge Participation

Try It!

Next, create the quote.

Click the ACTIONS field's pull down menu arrow.

Buyer **Booker, Mark**

Quote Style **Blind**

Description **RFQ**

Outcome Event **B**

Terms

Effective Start Date **02-Aug-2012**

Effective End Date **31-Jul-2013**

Bill-To Address [Garland ISD](#)

Ship-To Address [Garland ISD](#)

FOB

Total Agreement Amount

Minimum Release Amount

Payment Terms **NET 30**

Carrier

Freight Terms **Prepaid**

Currency

RFQ Currency **USD**

Price Precision **2**

Requirements

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

Details Section	Weight
Show Minimum Requirements	40

http://www.garlandisd.net/?Mode=T&SpecMode=Y&printitname=c3abbf94-2418-4a92-986e-5d1f61273e5d_J - Windows Internet Explorer

Sourcing

Garland ISD

Home Logout Preferences Help

Negotiations

Negotiations >

RFQ: 28009

Title **Paper RFQ**

Status **Active**

Time Left **30 days 17 hours**

Actions: Create Quote, Acknowledge Participation, **Create Quote**, Online Discussions, Quote History, to Spreadsheet

Open Date: 3

Close Date: 3

Try It! Actions X

Click the Create Quote list item.

Header | Lines | Controls

Buyer **Booker, Mark**

Quote Style **Blind**

Description **RFQ**

Terms

Effective Start Date **02-Aug-2012**

Effective End Date **31-Jul-2013**

Bill-To Address [Garland ISD](#)

Ship-To Address [Garland ISD](#)

FOB

Total Agreement Amount

Minimum Release Amount

Payment Terms **NET 30**

Carrier

Freight Terms **Prepaid**

Currency

RFQ Currency **USD**

Price Precision **2**


Requirements

Show All Details | Hide All Details

Details Section

	Weight
Show Minimum Requirements	40

http://www.garlandisd.net/?Mode=T&SpecMode=Y&printitname=c3abbf94-2418-4a92-986e-5d1f61273e5d_J - Windows Internet Explorer



Sourcing

Navigator Favorites Home Logout Preferences Help

Negotiations

Negotiations >
RFQ: 28009

Title **Paper RFQ** Actions **Create Quote** **Go**

Status **Active** Open Date **30-Jul-2012 09:52:50**
Time Left **30 days 17 hours** Close Date **30-Aug-2012**

Try It! Actions X
Click the [GO] button.

Header | Lines | Controls

Buyer **Booker, Mark** Outcome **Blanket Purchase Agreement**
Quote Style **Blind** Event
Description **RFQ**

Terms

Effective Start Date	02-Aug-2012	Total Agreement Amount	
Effective End Date	31-Jul-2013	Minimum Release Amount	
Bill-To Address	Garland ISD	Payment Terms	NET 30
Ship-To Address	Garland ISD	Carrier	
FOB		Freight Terms	Prepaid

Currency

RFQ Currency **USD** Price Precision **2**

Requirements

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

Details Section	Weight
Show Minimum Requirements	40

http://www.garlandisd.net/?Mode=T&SpecMode=Y&printitname=c3abbf94-2418-4a92-986e-5d1f61273e5d_J - Windows Internet Explorer

GARLAND ISD Sourcing

Negotiations > RFQ: 28009 >
Create Quote: 17004 (RFQ 28009)

Cancel View RFQ Quote By Spreadsheet Save Draft Continue

Title Paper RFQ Time Left **30 days 17 hours**
Close Date **30-Aug-2012 09:52:24**

Supplier **PLAYCO METALS** Quote Valid Until
RFQ Currency **USD** (example: 30-Jul-2012)
Quote Currency **USD** Reference Number
Price Precision **2 decimals maximum** Note to Buyer

Attachments

Add Attachment...

Try It! Actions X

The only required fields on this form are the QUOTE VALUE fields in the Requirements section. All other data entry is optional.
Press [Enter] to continue.

Garland ISD has identified terms, conditions, or other applicable provisions that apply to this solicitation (RFP or RFQ). It is imperative to carefully read and appropriately respond to these requirements.

Focus Title	Target Value	Quote Value	Weight
<input type="checkbox"/> Requirements			
<input checked="" type="checkbox"/> Minimum Requirements			40
Do you agree to the	2	<input type="text"/>	20

Add Attachments here.

Garland ISD has identified terms, conditions, or other applicable provisions that apply to this solicitation (RFP or RFQ). It is imperative to carefully read and appropriately respond to these requirements.

The only required fields on this form are the QUOTE VALUE fields in the Requirements section. All other data entry is optional.
Press [Enter] to continue.

http://www.garlandisd.net/?Mode=T&SpecMode=Y&printitname=c3abbf94-2418-4a92-986e-5d1f61273e5d_J - Windows Internet Explorer

Minimum Requirements				40
	Do you agree to the indemnification terms listed in the RFP? Enter 2 for yes, enter 1 for no.	2	<input type="text" value="2"/> <small>(Numeric Value only)</small>	20
	Do you agree to the venue and jurisdiction terms? Enter a 2 for yes, enter a 1 for no.	2	<input type="text" value="2"/> <small>(Numeric Value only)</small>	20
General Terms and Conditions				60
	The district standard payment terms are Net 30. Select the payment terms acceptable to your company.	Net 30	<input type="text" value="Net 30"/>	20
	State any minimum order requirement which may exist for the entire contract but are not applicable to a specific line. Example: Total order must be \$50,000 or Total weight must be 15,000 pounds. <u>Minimum order requirements for individual line items, if any, will be added in the line section when submitting pricing.</u> State "None" if no minimum requirements are listed. This does not prevent a line item minimum.	None	<input type="text" value="None"/>	20
	Do you agree to all other terms and conditions?	Yes	<input type="text" value="Yes"/>	20
	Do you accept EPCNT		<input type="text" value="Yes"/>	

Try It! Actions X

For training purposes, the TARGET VALUE fields on the Header tab have been completed for each requirement.

Note: These are samples and may or may not appear in each agreement.

Press [Enter] to [continue](#).

http://www.garlandisd.net/?Mode=T&SpecMode=Y&printitname=c3abbf94-2418-4a92-986e-5d1f61273e5d_J - Windows Internet Explorer

Enter a 2 for yes, enter a 1 for no.		(numeric value only)	
<input type="checkbox"/> General Terms and Conditions			60
The district standard payment terms are Net 30. Select the payment terms acceptable to your company.	Net 30	Net 30	20
State any minimum order requirement which may exist for the entire contract but are not applicable to a specific line. Example: Total order must be \$50,000 or Total weight must be 15,000 pounds. <u>Minimum order requirements for individual line items, if any, will be added in the line section when submitting pricing.</u> State "None" if no mimum requirements are listed. This does not prevent a line item minimum.	None	None	20
Do you agree to all other terms and conditions?	Yes	Yes	20
Do you accept EPCNT provision?		Yes	

Try It! Actions X

Once all header requirement fields are populated, scroll to the top of the screen.

****DO NOT click the [CONTINUE] button at the bottom of the screen - an error will result!****

Press [Enter] to [continue](#).

Cancel View RFQ Quote By Spreadsheet Save Draft ~~Continue~~

Requisitions Negotiations Intelligence Administration Home Logout Preferences Help Personalize Page Diagnostics

http://www.garlandisd.net/?Mode=T&SpecMode=Y&printitname=c3abbf94-2418-4a92-986e-5d1f61273e5d_J - Windows Internet Explorer

Navigator Favorites Home Logout Preferences Help

Negotiations

Negotiations > RFQ: 28009 >
 Create Quote: 17004 (RFQ 28009)

Title [Paper RFQ](#) Time Left **30 days 17 hours**
 Close Date **30-Aug-2012 09:52:24**

Supplier **PLAYCO METALS** Quote Valid Until
 RFQ Currency **USD** (example: 30-Jul-2012)
 Reference Number
 Note to Buyer

Next, detail on the line items must be entered.
Click the *Lines* tab.

Supplier: PLAYCO METALS
 RFQ Currency: USD
 Quote Valid Until: 30-Aug-2012
 Reference Number:
 Note to Buyer:

Attachments

Add Attachments


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

Requirements

[Expand All](#) | [Collapse All](#)

Focus Title	Target Value	Quote Value	Weight
<input type="checkbox"/> Requirements			
<input checked="" type="checkbox"/> Minimum Requirements			40
Do you agree to the indemnification terms listed in the RFP? Enter 2 for Yes, enter 1 for no.	2	<input type="text" value="2"/> <small>(Numeric Value only)</small>	20
Do you agree to the venue and jurisdiction terms? Enter a 2 for yes, enter a 1 for no.	2	<input type="text" value="2"/> <small>(Numeric Value only)</small>	20
<input type="checkbox"/> General Terms and			60

http://www.garlandisd.net/?Mode=T&SpecMode=Y&printitname=c3abbf94-2418-4a92-986e-5d1f61273e5d_J - Windows Internet Explorer



Sourcing

1 6 9

Navigator Favorites Home Logout Preferences Help

Negotiations


Negotiations > RFQ: 28009 >
Create Quote: 17004 (RFQ 28009)

Title Paper RFQ Time Left **30 days 17 hours**
Close Date **30-Aug-2012 09:52:24**

Cancel View RFQ Quote By Spreadsheet Save Draft Continue

Header Lines

RFQ Currency **USD** Price Precision **2 decimals maximum** Quote Currency **USD**

Line	Update	Start Price	Target Price	Quote Price	Total Score	Unit	Estimated Quantity	Target Minimum	Release Amount
1 Copy Paper	No Quote								
1.1 PAPER XEROGRAPHIC...	 No Quote					Case	22,000		
1.2 PAPER XEROGRAPHIC...	No Quote					Case	5,000		
1.3 PAPER BOND WHITE ...	No Quote					Case	400		

Ⓢ Indicates more information req

Try It! Actions


Values for each line of the RFQ must be addressed.

Click the [UPDATE] icon for the first line item. This action will display all fields required for the selected line.

Cancel View RFQ Quote By Spreadsheet Save Draft Continue

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http://www.garlandisd.net/?Mode=T&SpecMode=Y&printitname=c3abbf94-2418-4a92-986e-5d1f61273e5d_J - Windows Internet Explorer



Sourcing

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Negotiations

Create Quote 17004: Line 1.1 (RFQ 28009) Line 1.2: PAPER XEROGRAPHIC 20# ...

<p>Group Copy Paper</p> <p>Description PAPER XEROGRAPHIC 8-1/2 X 11</p> <p>Unit Case</p> <p>Start Price</p> <p>Target Price</p> <p>Quote Price </p> <p>Estimated Quantity 22,000</p>	<p>Close Date 30-Aug-2012 09:52:24</p> <p>Quote Currency USD</p> <p>Rank No Quote</p> <p>Target Minimum Release Amount</p> <p>Quote Minimum Release Amount <input type="text"/></p>
---	--

Pay Items

✓ TIP Total pay item amount must add up

Attributes

Total Score

Group	Attribute	Value	Weight	Acceptable Quote Weight Values (Scores)
General	State minimum order requirements exist for this line item		0	
General	Weight in lbs	(Numeric Value Only)	25	From 20 to 20 (100)
General	Color	Required White	25	White (100)
General	Brightness	Required 93	25	From 93 to 100 (100) From 87 to 92 (70) From 0 to 86 (0)
General	Size	Required 8 1/2 X 11	25	8 1/2 X 11 (100)

Try It! [Actions](#)

The QUOTE PRICE is the supplier's proposed price for the unit of measure stated. DO NOT enter the extended price in this field.

Enter the appropriate price for this item into the QUOTE PRICE field.

Enter "35."

http://www.garlandisd.net/?Mode=T&SpecMode=Y&printitname=c3abbf94-2418-4a92-986e-5d1f61273e5d_J - Windows Internet Explorer

Quote Price Quote Minimum Release Amount

Estimated Quantity **22,000**

Pay Items

✓ **TIP** Total pay item amount must add up to the line amount.

Attributes

Total Score

Group	Attribute	Attribute Type	Target Value	Quote Value	Acceptable Quote Weight Values (Scores)
General	State minimum order requirements, if any exist for this line item	Required		<input type="text" value="1"/>	0
General	Weight in			<input type="text" value="20"/>	25 From 20 to 20 (100)
General	Color			<input type="text" value="25"/>	25 White (100)
General	Brightness			<input type="text" value="93"/>	25 From 93 to 100 (100) From 87 to 92 (70) From 0 to 86 (0)
General	Size			<input type="text" value="25"/>	25 8 1/2 X 11 (100)

Notes

Note to Buyer:

Optionally, attachments (specifications, drawings, etc.) can be attached to the line. If a spec sheet, diagram, or nutritional analysis sheet can be provided, upload and attach it to the specific RFQ line.
Click the **[ADD ATTACHMENT]** button.

Attachments

Add Attachment...

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

Cancel Save Draft Apply

Negotiations Home Logout Preferences Help

http://www.garlandisd.net/?Mode=T&SpecMode=Y&printitname=c3abbf94-2418-4a92-986e-5d1f61273e5d_J - Windows Internet Explorer

Sourcing

1 5 9

Navigator Favorites Home Logout Preferences Help

Negotiations

Negotiations > RFQ: 28009 > Create Quote: 17004 (RFQ 28009) >

Add Attachment

Cancel Add Another Apply

Attachment Summary Information

Title
Description
Category **From Supplier**

Define Attachment

Type File URL Text

Browse...

Try It! Actions X

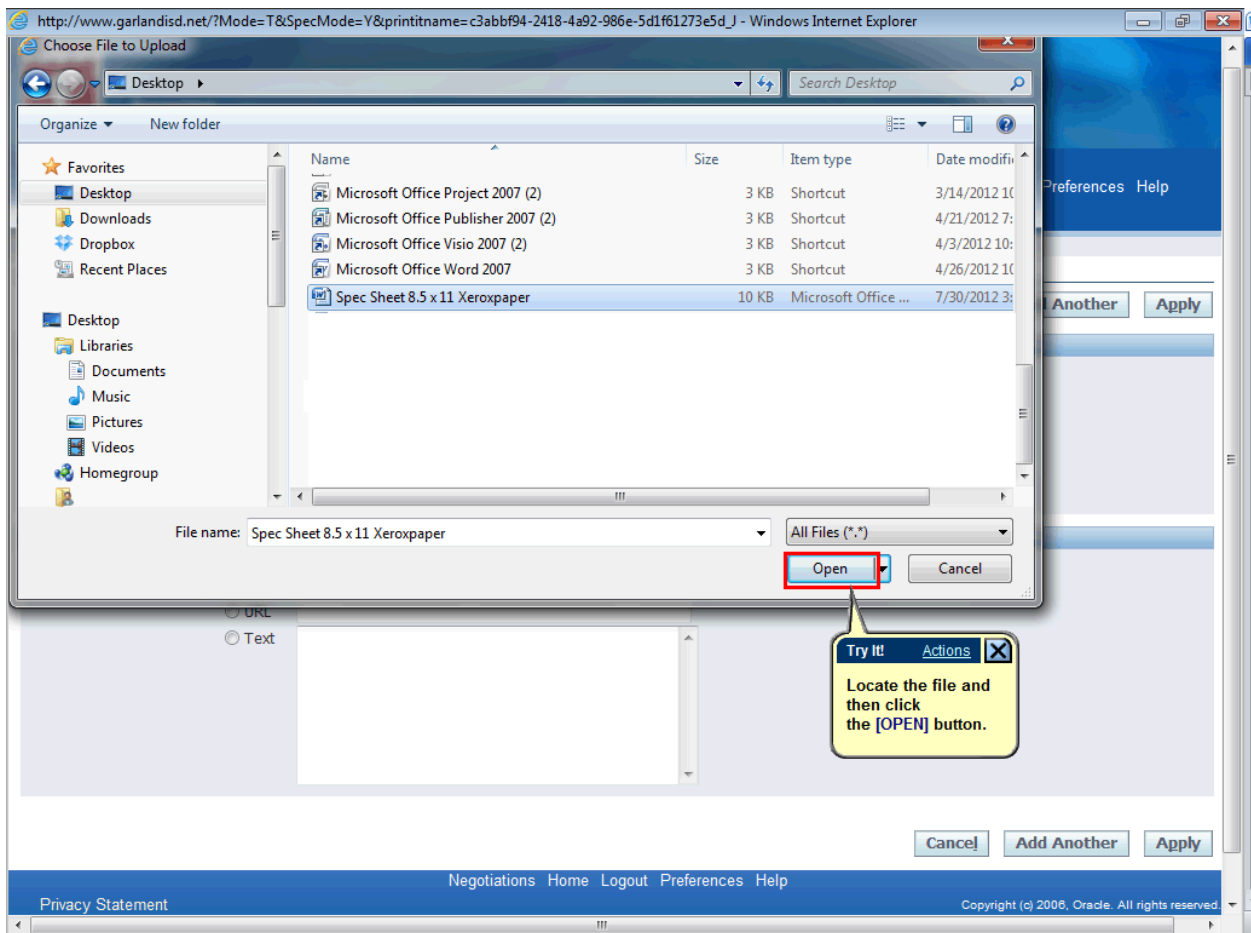
Select the appropriate attachment TYPE, and then complete the corresponding field to define the location of the attachment.

In this example, a document will be attached.

Click the [BROWSE] button to locate the file.

Apply

Privacy Statement Negotiations Home Logout Preferences Help Copyright (c) 2008, Oracle. All rights reserved.



The screenshot shows a web browser window with the URL http://www.garlandisd.net/?Mode=T&SpecMode=Y&printitname=c3abbf94-2418-4a92-986e-5d1f61273e5d_J. The page title is "Sourcing" and the breadcrumb navigation is "Negotiations > RFQ: 28009 > Create Quote: 17004 (RFQ 28009) >".


The main content area is titled "Add Attachment" and contains two sections:

- Attachment Summary Information:** This section has a "Title" text box, a "Description" text box, and a "Category" dropdown menu currently set to "From Supplier".
- Define Attachment:** This section has a "Type" section with radio buttons for "File" (selected), "URL", and "Text". The "File" type is selected, and the file path "C:\Users\Desktop\Spec Sheet 8.5 x 11 Xe" is entered in the text box next to it. A "Browse..." button is also present.

At the top right of the "Add Attachment" section, there are three buttons: "Cancel", "Add Another", and "Apply". The "Apply" button is highlighted with a red box. A yellow callout box with a blue border points to the "Apply" button, containing the text: "Try it! Actions X Click the [APPLY] button." At the bottom right of the "Define Attachment" section, there are also three buttons: "Cancel", "Add Another", and "Apply", with the "Apply" button also highlighted with a red box.

The footer of the page includes "Privacy Statement" on the left and "Copyright (c) 2008, Oracle. All rights reserved." on the right. The browser's address bar and navigation buttons are visible at the top.

http://www.garlandisid.net/?Mode=T&SpecMode=Y&printitname=c3abbf94-2418-4a92-986e-5d1f61273e5d_J - Windows Internet Explorer



Sourcing

[Home](#) [Logout](#) [Preferences](#) [Help](#)

Negotiations

Confirmation
 Attachment Spec Sheet 8.5 x 11 Xeroxpaper.docx has been added successfully but not committed; it would be committed when you commit the rest of the current transaction.

Create Quote 17004: Line 1.1 (RFQ 28009) Line 1.2: PAPER XEROGRAPHIC 20# ...

Group Copy Paper Description PAPER XEROGRAPHIC 8-1/2 X 11 Unit Case Start Price Target Price Quote Price <input type="text" value="35"/> Estimated Quantity 22,000	Close Date 30-Aug-2012 09:52:24 Quote Currency USD Rank Target Minimum Release Amount Quote Minimum Release Amount
--	--

Try It! Actions X

Review the *Confirmation* message indicating the attachment has been added but not committed.

Click the **[APPLY]** button.

Pay Items


✓ **TIP** Total pay item amount must add up to the line amount.

Attributes

Total Score **100**

Group	Attribute	Attribute Type	Target Value	Quote Value	Acceptable Quote Weight Values (Scores)
General	State minimum order requirements, if any exist for this line item	Required		<input type="text" value="1"/>	0
General	Weight in lbs	Required	20	<input type="text" value="20"/>	25 From 20 to 20 (100)
General	Color	Required	White	<input type="text" value="White"/>	25 White (100) From 93 to 100 (100)

http://www.garlandisd.net/?Mode=T&SpecMode=Y&printitname=c3abbf94-2418-4a92-986e-5d1f61273e5d_J - Windows Internet Explorer



Sourcing

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Negotiations

Negotiations > RFQ: 28009 >
 Create Quote: 17004 (RFQ 28009)

Title [Paper RFQ](#) Time Left **30 days 17 hours**
 Close Date **30-Aug-2012 09:52:24**

Header **Lines**

RFQ Currency **USD** Quote C
 Price Precision **2 decimals maximum**

Line	Update	Rank	Start Price	Target Price	Quote Price	Total Score	Unit	Estimate Quantity	Release amount
1 Copy Paper		No Quote							
1.1 PAPER XEROGRAPHIC...		No Quote			35	100	Case	22,000	
1.2 PAPER XEROGRAPHIC...		No Quote			35	100	Case	5,000	
1.3 PAPER BOND WHITE...		No Quote			35	100	Case	400	

Indicates more information requested. Click the Update icon.


[Negotiations](#) [Home](#) [Logout](#) [Preferences](#) [Help](#)

Try It! [Actions](#)

Ensure that all required information has been entered in the required fields.

When all line items have been successfully completed, click the [CONTINUE] button.

http://www.garlandisd.net/?Mode=T&SpecMode=Y&printitname=c3abbf94-2418-4a92-986e-5d1f61273e5d_J - Windows Internet Explorer



Sourcing

Navigator Favorites Home Logout Preferences Help

Negotiations

Negotiations > RFQ: 28009 >

Create Quote 17004: Review and Submit (RFQ 28009)

Cancel Back Validate Save Draft Printable View **Submit**

Header

Title **Paper RFQ**
 Supplier **PLAYCO METALS**
 RFQ Currency **USD**
 Quote Currency **USD**
 Price Precision **2 decimals maximum**

Attachments

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

Requirements

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

Details Section	Weight
Show Minimum Requirements	40
Show General Terms and Conditions	60

Lines

Quote Total (USD) **959,000.00**

Select Line	Ship-To	Your Price/Total Score	Start Price	Target Price	Quote Price (USD) Unit	Estimated Quantity	Line Total	Target Minimum Release Amount	Quote Minimum Release Amount
[Empty rows]									

Try It! [Actions](#) ✕

It is recommended to submit the quote after the last identified addenda date noted in the *Instructions to Bidders* that is attached at the Header of each RFQ.

Click the [SUBMIT] button to submit the quote.

The screenshot shows a web browser window with the address bar containing the URL: http://www.garlandisd.net/?Mode=T&SpecMode=Y&printitname=c3abbf94-2418-4a92-986e-5d1f61273e5d_J. The page title is "Sourcing". The header includes a logo for Garland ISD and navigation links: "Navigator", "Favorites", "Home", "Logout", and "Preferences".

The main content area is titled "Negotiations" and displays a "Confirmation" message: "Quote 17004 for RFQ 28009 (Paper RFQ)". Below this message, the link "Return to Sourcing Home Page" is highlighted with a red rectangular border.

A yellow tooltip box is overlaid on the "Return to Sourcing Home Page" link. The tooltip has a title "Try It!" and an "Actions" button with a close icon. The text inside the tooltip reads: "Review the *Confirmation* message indicating the quote has been submitted. Click the Return to Sourcing Home Page link."

The footer of the page includes a "Privacy Statement" link, the text "Negotiations Home Logout Preferences", and a copyright notice: "Copyright (c) 2008, Oracle. All rights reserved."

[Home](#) [Logout](#) [Preferences](#) [Help](#)

Negotiations

Search Open Negotiations

Welcome, Super Tester.

Your Active and Draft Responses

Press Full List to view all your company's responses.

Response Number	Response Status	Supplier Site	Negotiation Number	Title	Type	Time Left	Monitor	Unread Messages
146070	Draft		31155	Career and Technology Education Materials and Related Services	RFQ	12 days 20 hours		0
146071	Active		31153	330-14 Dish Room Safety and Sanitation Services	RFQ	12 days 20 hours		0
131058	Draft		31133	Toilet Paper and Paper Towels 153-14	RFQ	0 seconds		0
134056	Draft		31137	Print Shop Paper 101-14	RFQ	0 seconds		0
89031	Draft		31074,1	ART SUPPLIES 65-14	RFQ	0 seconds		0

Your Company's Open Invitations

Supplier Site	Negotiation Number	Title	Type	Time Left
No results found.				

Quick Links

Manage	View Responses
<ul style="list-style-type: none"> Drafts Personal Information 	<ul style="list-style-type: none"> Active Disqualified Awarded Rejected

If you need to correct or add to your bid once you have submitted then you will need to click on your Response Number.

Negotiations

Negotiations >
Quote: 146071 (RFQ 31153)

Actions

Title [330-14 Dish Room Safety and Sanitation Services](#)
 Time Left **12 days 20 hours**
 Quote Style **Blind**
 Quote Currency **USD**
 Contact **Tester, Super**
 Suppliers' Quote Number
 Quote Status **Active**
 Note to Buyer

Close Date **01-Jul-2014 10:30:59**
 Ranking **Multi-Attribute Scoring**
 Supplier **TEST SUPPLIER FOR GISD USE ONLY**
 Supplier Site
 Quote Valid Until

Select Create Quote

Title	Type	Description	Category	Last Updated	Usage	Update	Delete
Attachments	Required Forms	File	From Supplier	18-Jun-2014	One-Time		

Requirements

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

Details Section

[Show](#) Minimum Requirements
[Show](#) General

Lines

TIP All prices are in USD.
 Quote Total (USD) **2,023.00**

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

Details	Line	Rank	Price/Total Score	Start Price	Target Price	Quote Price Unit	Estimated Quantity	Target Minimum Release Amount	Quote Minimum Release Amount	Line Active Total Quotes
Show	1	1	1,234/100			1,234 Each	1			1,234.00 Blind
Show	2	1	789/100			789 Each	1			789.00 Blind

[Return to Negotiations](#)

Actions

Negotiations Home Logout Preferences Help

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Negotiations >
Quote: 146071 (RFQ 31153)

Actions

Title [330-14 Dish Room Safety and Sanitation Services](#)
 Time Left **12 days 20 hours**
 Close Date **01-Jul-2014 10:30:59**

Supplier **TEST SUPPLIER FOR GISD USE ONLY**
 RFQ Currency **USD**
 Quote Currency **USD**
 Price Precision **Any**

Quote Valid Until
(example: 18-Jun-2014)

Reference Number
 Note to Buyer

Header **Lines**

Attachments

Title	Type	Description	Category	Last Updated By	Last Updated	Usage	Update	Delete
-------	------	-------------	----------	-----------------	--------------	-------	--------	--------

Select GO and you are able to update your bid.

After you select Go then you can go to Header or Lines and make your changes.

You may also update your attachments.

If there is an amendment.

http://www.garlandisd.net/?Mode=T&SpecMode=Y&printitname=a9d67a42-4e67-4788-9ad9-aa5df1b1f89e_J - Windows Internet Explorer

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Sourcing

Navigator Favorites Home Logout Preferences Help

Negotiations

Search Open Negotiations Title Go

Welcome

Your Active and Draft Responses

Press Full List to view all your company's responses. [Full List](#)

Response Number	Response Status	Supplier Site	Negotiation Number	Title	Type	Time Left	Unread Monitor Messages
17002	Draft		28008	New Paper RFQ	RFQ	8 days 23 hours	0
18001	Draft		28018	Paper RFQ	RFQ	29 days 13 hours	0
17004	Active					29 days 23 hours	0
17003 ⚠	Draft					30 days	0

⚠ Negotiation has been amended and

Try It! [Actions](#) ✕

When an RFQ has been amended, it will appear in the *Your Company's Open Invitations* section of the *Negotiations* page. Select the appropriate RFQ number to take action.

In this example, click the [28010,1](#) link.

Your Company's Open Invitations

[Full List](#)

Supplier Site	Negotiation Number	Title	Type	Time Left
	23002	397-12 Instructional Software	RFQ	21 minutes
	28004	Paper RFQ	RFQ	31 minutes
	28010,1	Ammended Paper RFQ	RFQ	29 days 23 hours
	28012,1	Amended after Draft Quote Pape...	RFQ	30 days
	28014	Extended without Quote Paper R...	RFQ	30 days

Quick Links

http://www.garlandisd.net/?Mode=T&SpecMode=Y&printitname=a9d67a42-4e67-4788-9ad9-aa5df1b1f89e_J - Windows Internet Explorer

Sourcing

Garland ISD

Home Logout Preferences Help

Negotiations

Negotiations >

Warning
RFQ 28010 has been amended. To be considered for award you must acknowledge each amendment and submit (or resubmit) all your responses to ensure that they comply with the changes.
[View Amendment History](#)

RFQ: 28010,1

Title **Ammended Paper RFQ**

Status **Active**

Time Left **29 days 23 hours**

Open Date **30-Jul-2012 10:02:33**

Actions Acknowledge Participation **Go**

Try It! Actions X
A system message warns that this RFQ has been amended. Acknowledgement is required to proceed with the quotation process.
Click the [GO] button.

Buyer **Booker, Mark**

Quote Style **Blind**

Outcome **Blanket Purchase Agreement**

Description **RFQ**

Terms

Effective Start Date	02-Aug-2012	Total Agreement Amount	
Effective End Date	31-Jul-2013	Minimum Release Amount	
Bill-To Address	Garland ISD	Payment Terms	NET 30
Ship-To Address	Garland ISD	Carrier	
FOB		Freight Terms	Prepaid

Currency

RFQ Currency **USD** Price Precision **2**

The screenshot shows a web browser window with the URL http://www.garlandisd.net/?Mode=T&SpecMode=Y&printitname=a9d67a42-4e67-4788-9ad9-aa5df1b1f89e_J. The page title is "Sourcing" and features a Garland ISD logo. The main navigation includes "Navigator", "Favorites", "Home", "Logout", "Preferences", and "Help". The current page is titled "Negotiations" and shows a breadcrumb trail: "Negotiations > RFQ: 28010,1 > Acknowledge Participation (RFQ 28010,1)".

The main content area contains a form with the following elements:

- A question: "Will your company participate?" with radio buttons for "Yes" (selected) and "No".
- A text area labeled "Note to Buyer".
- Two "Apply" buttons, one at the top right and one at the bottom right, both highlighted with red boxes.
- A "Cancel" button next to each "Apply" button.

A yellow tooltip titled "Try It!" is positioned over the top "Apply" button. The tooltip contains the following text:

Try It! Actions X

Select YES to proceed with creating the quote. Select NO if your company is not going to participate in this RFQ.

Click the [APPLY] button.

The footer of the page includes a "Privacy Statement" link on the left and "Copyright (c) 2006, Oracle. All rights reserved." on the right.

http://www.garlandisd.net/?Mode=T&SpecMode=Y&printitname=a9d67a42-4e67-4788-9ad9-aa5df1b1f89e_J - Windows Internet Explorer

Sourcing

Garland ISD

Home Logout Preferences Help

Negotiations

Negotiations >

Warning
RFQ 28010 has been amended. To be considered for award you must acknowledge each amendment and submit (or resubmit) all your responses to ensure that they comply with the changes.
[View Amendment History](#)

RFQ: 28010,1

Title **Ammended Paper RFQ**

Status **Active**

Time Left **29 days 23 hours**

Open Date **30-Jul-2012 10:02:33**

Close Date **30-Aug-2012**

Actions Acknowledge Participation

Header | Lines | Controls

Buyer **Booker, Mark**

Quote Style **Blind**

Outcome **Blanket Purchase Agreement**

Description **RFQ**

Event **New L**

Amendment Description **New L**

Terms

Effective Start Date **02-Aug-2012**

Effective End Date **31-Jul-2013**

Bill-To Address [Garland ISD](#)

Ship-To Address [Garland ISD](#)

FOB

Total Agreement Amount

Minimum Release Amount

Payment Terms **NET 30**

Carrier

Freight Terms **Prepaid**

Currency


RFQ Currency **USD**

Price Precision **2**

Try It! Actions X

Click the ACTIONS field's pull down menu arrow.

http://www.garlandisd.net/?Mode=T&SpecMode=Y&printitname=a9d67a42-4e67-4788-9ad9-aa5df1b1f89e_J - Windows Internet Explorer



Sourcing

Home Logout Preferences Help

Negotiations

Warning

RFQ 28010 has been amended. To be considered for award you must acknowledge each amendment and submit (or resubmit) all your responses to ensure that they comply with the changes.

[View Amendment History](#)

RFQ: 28010,1

Title	Ammended Paper RFO	Actions	Acknowledge Participation	Go
Status	Active	Open Date	Acknowledge Participation	Create Quote
Time Left	29 days 23 hours	Close Date	Online Discussions	View Quote History

Header | Lines | Controls

Buyer	Booker, Mark	Event	Acknowledge Amendments
Quote Style	Blind	Amendment Description	View Amendment History
Outcome	Blanket Purchase Agreement		Export to Spreadsheet
Description	RFQ		

Terms


Effective Start Date	02-Aug-2012	Total	
Effective End Date	31-Jul-2013	Minimum	
Bill-To Address	Garland ISD	Payment Terms	NET 30
Ship-To Address	Garland ISD	Carrier	
FOB		Freight Terms	Prepaid

Currency

RFQ Currency **USD** Price Precision **2**

Try It! Click the Acknowledge Amendments list item.

http://www.garlandisd.net/?Mode=T&SpecMode=Y&printitname=a9d67a42-4e67-4788-9ad9-aa5df1b1f89e_J - Windows Internet Explorer



Sourcing

Navigator Favorites Home Logout Preferences Help

Negotiations

Negotiations >

Warning
RFQ 28010 has been amended. To be considered for award you must acknowledge each amendment and submit (or resubmit) all your responses to ensure that they comply with the changes.
[View Amendment History](#)

RFQ: 28010,1

Title **Ammended Paper RFQ** Actions **Acknowledge Amendments** **Go**

Status **Active** Open Date **30-Jul-2012 10:02:33**
Time Left **29 days 23 hours** Close Date **30-Aug-2012**

Try It! **Actions** **X**
Click the [GO] button.

Header	Lines	Controls
Buyer Booker, Mark	Quote Style Blind	Event New Line added
Outcome Blanket Purchase Agreement	Description RFQ	

Terms

Effective Start Date 02-Aug-2012	Total Agreement Amount
Effective End Date 31-Jul-2013	Minimum Release Amount
Bill-To Address Garland ISD	Payment Terms NET 30
Ship-To Address Garland ISD	Carrier
FOB	Freight Terms Prepaid

Currency

RFQ Currency **USD** Price Precision **2**

Sourcing

Negotiations > RFQ: 28010,1 >

Acknowledge Amendment (RFQ 28010,1)

To be considered for award you must acknowledge each amendment and submit (or resubmit) your response to ensure your response complies with the changes.

I have read the terms and conditions below and acknowledge amendment RFQ 28010,1.

Try It! Actions ✕

Pay special attention to amendment requirements as they normally contain **significant** changes in terms and conditions or product specifications.

Review the *Acknowledge Amendment* requirements for this RFQ and then click the **I have read the terms and conditions below and acknowledge amendment** check box.

	RFQ 28010	RFQ 28010,1
Headline		
Label		
Amendment		New Line added
Notes		

Title	Type	Description	Category	Last Updated By	Last Updated	Usage	Update	Delete	Publish to Catalog
T and C	File		To Supplier	MABOOKER	30-Jul-2012	One-Time			

RFQ 28010,1

[T and C](#)

http://www.garlandisd.net/?Mode=T&SpecMode=Y&printitname=a9d67a42-4e67-4788-9ad9-aa5df1b1f89e_J - Windows Internet Explorer

Sourcing

Navigator Favorites Home Logout Preferences Help

Negotiations

Negotiations > RFQ: 28010,1 >

Acknowledge Amendment (RFQ 28010,1)

To be considered for award you must acknowledge each amendment and submit (or resubmit) your response to ensure your response complies with the changes.

I have read the terms and conditions below and acknowledge amendment RFQ 28010,1.

Header

Label RFQ 28010

Amendment Description

Notes and Attachments

RFQ 28010

Title	Type	Description	Category	Last Updated By	Last Updated	Usage	Update	Delete	Publish to Catalog
T and C	File		To Supplier	MABOOKER	30-Jul-2012	One-Time			

RFQ 28010,1

Title	Type	Description	Category	Last Updated By	Last Updated	Usage	Update	Delete	Publish to Catalog
T and C	File		To Supplier	MABOOKER	30-Jul-2012	One-Time			

Try It! Actions X

Click the [ACKNOWLEDGE] button.

http://www.garlandisd.net/?Mode=T&SpecMode=Y&printitname=a9d67a42-4e67-4788-9ad9-aa5df1b1f89e_J - Windows Internet Explorer

Sourcing

Garland ISD

Navigator Favorites Home Logout Preferences

Negotiations

Confirmation

All amendments of Negotiation 28010 have been acknowledged successfully. You may now respond to the negotiation. Do you want to proceed?

If a response has been submitted previously, resubmission is required to ensure the response complies with the changes.

No Yes

Privacy Statement Negotiations Home Logout Preferences

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Try It! Actions X

Review the *Confirmation* message.

Click the **[YES]** button to continue with your response.