

Contract requests via JAGGAER – Work instruction for Supplier

You can recognize a contract request by the RFQ name as well as by the project type “Contract request”.

✖ Change formatting and timezone

RFQ title:	Contract RFQ PN 71xxxxxx
RFQ External notice:	Allgemeine Informationen zu dieser Kontraktanfrage / General information for...
Deadline:	2022-01-26 12:36
Status:	Running
Timezone:	Africa / Abidjan
Date Format:	2022-01-19 12:50
Project Type:	RFQ for contract

1. Documents Message Portal (0)

*These are the documents that are attached to this RFQ. Please click on the names to open them.
If a document is marked bold then it is required to open it before proceeding to the next step.
Some attachments may require you to accept them.
If so please use the checkboxes to mark the documents as accepted.*

[Hide infoboxes for this session.](#)

No Documents to Read / Agree to!

[Next Step](#) [Decline RFQ](#)

The request is edited with the same tool and according to the scheme as a standard request. The special features are listed in this work instructions.

Sheet „3. Offers“(2x click on "Next step" to get to this view)

In the **external note** you will see all definitions and general information relevant to the contract request:

1. Documents 2. General 3. Quote 4. Send Back Message Portal (0)

*In this chart all enquired articles are listed.
For sending your offer it is necessary to submit a quote for all articles that are marked as required.
If documents are attached to the enquired articles you may either open them here or later during the quotation process.
Please click on Quote to retrieve further details and submit your quote.*

[Hide infoboxes for this session.](#)

External note:

Allgemeine Informationen zu dieser Kontraktanfrage / General information for this contract RFQ:

Kontraktlaufzeit / Contract Period:

Zeitraum, in welchem die vereinbarten Bedingungen Gültigkeit haben.
Period in which the agreed conditions are valid.

Bestellmenge / Order Quantity:

Die in der jeweiligen Bestellung genannte Menge, die in der jeweiligen Lieferzeit zu liefern ist.
The quantity stated in the respective order to be delivered within the respective delivery time.

To submit your offer open the position:

1 Requested Positions									
#	Material Number	Name	Price breaks	Quantity	Unit	Price unit	Files	Required	Menu
1	000000000071265157	Housing GT20"Z"(thru)+chw+PAL+DAE_BU/Al	1	50.000,00	Piece	100	--	--	Open Position

1. Documents	2. General	3. Quote	4. Send Back	Message Portal (0)
Needed Quantity:		50.000,00 Piece		
Shipping address:		0001, Endress+Hauser SE+Co. KG, Hauptstrasse 1, 79689 Maulburg, DE		
Quote				
Format:		Decimal : 1.234,56 Date : YYYY-MM-DD		
Price Unit: (int)*		100		
Price unit info text:				
Delivery condition:		CPT - Carriage Paid To		
Partprice 50000*:		EUR / 100 Piece		
Details for Contract Requirements*:		See contract Requirements at the end of the page / Siehe Kontrakt Anforderungen am Ende der Seite		
Contract quantity*:				
Contract Duration*:		-		
Order quantity (Call-off)*:				
Safety stock*:				
Delivery time in calendardays (call-off)*:				
Delivery time of first batch in weeks*:				
Packaging specification:				

Please quote the part **price per price unit (1)** (if the part price is made up of several components, you can also use the comments field to explain the composition).

For the points (2) – (6) we ask you to confirm the **parameters we have requested**. Under item (7) you specify the replenishment time.

INFO: the quantities, duration & safety stocks requested by E+H can be found **by scrolling all the way down**.

General Field	
Attachments:	 Datei auswählen Keine ausgewählt Maximum 150MB
Comments:	
☐ Contract Details (only relevant for contract RFQ)	
Drawing number	21xxxxxxxx-B
Contract quantity	50.000
Contract start date	2022-02-01
Contract end date	2023-01-31
Order quantity	2.500
Safety stock	5.000
Delivery time in calendar days	7
Packaging specification	Box BA
☐ If possible, prefill identical fields on the next position? ☐ If possible, prefill identical fields on all positions?	
Save & Next Decline & Next Back to Overview	