



SUPPLIER DOCUMENTATION – RFQ DELUXE

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Fast Processes without a break of media not only enhances the efficiency but also sustains the whole communication between customers and suppliers. POOL4TOOL is a trans-sectioned online platform that enhances collaborations and links to business associates along the whole value-added chain. The portfolio includes solutions for over 40 processes in purchasing/SRM, logistics/SCM, development, quality and sales to quickly manage the workflow for all parties more transparently and therefore more efficiently.

As our customers' supplier you can digitally exchange files and documents such as tenders, CAD-drawings, orders, confirmations of order, dispatch notifications, reclamations and so on via POOL4TOOL in a simple way that replaces many complex manual single steps. The collection of all-relevant information at one central interface provides quicker and improved availability of data and a complete overview of all running and past transactions. Automatic e-mail messages concerning important events also ease collaborations.

The guarantee of smooth workflows between our customers and their suppliers is important for us, and for this reason our POOL4TOOL Customer Support is available to you free of charge in case of functional or technical requests concerning the portal. You can reach our hotline agents at the following times:

- Chinese: 05:30 bis 13:30 Uhr (CET)
- English: 05:30 bis 24:00 Uhr (CET)
- CZ, ES, FR, DE, PT : 08:30 bis 17:30 Uhr (CET)

Hotline: +43 (0)1 80 410 50

Email: support@pool4tool.com

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1 Invitation to an RFQ

When you are invited to a new RFQ (Request for Quotation), you get the following information by email:

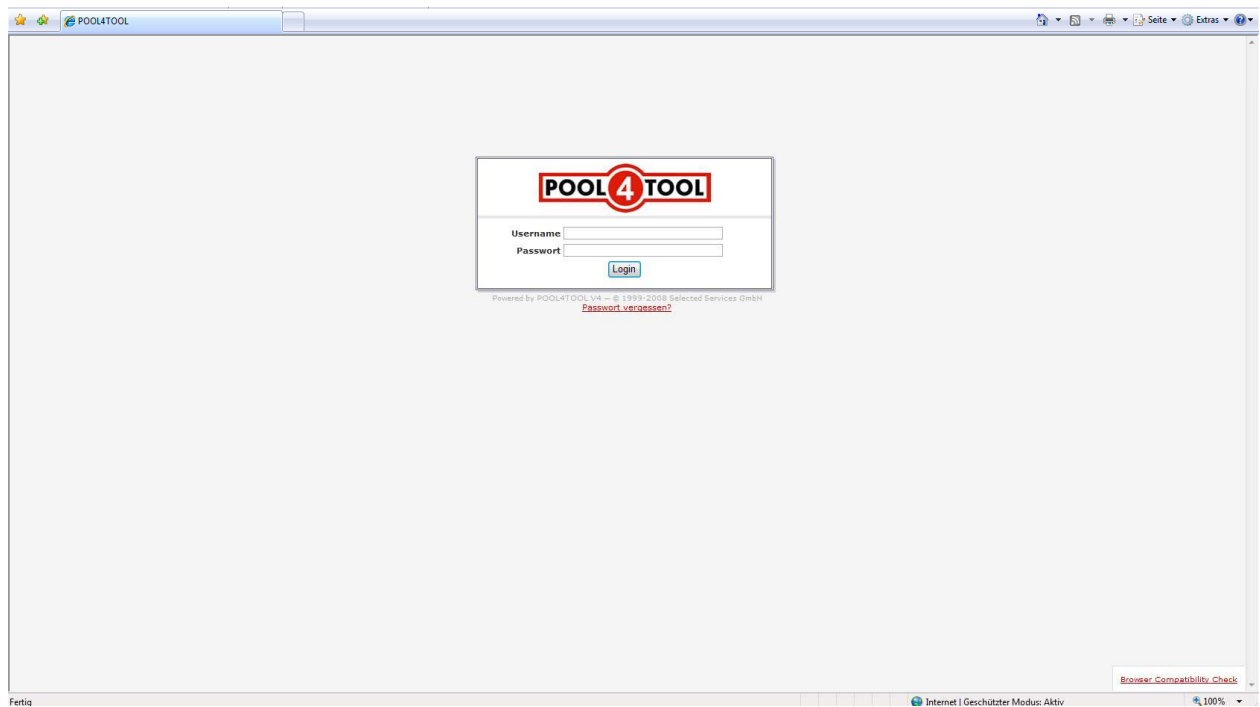
- Login data (Username & Password)
- Deadlines
- Direct link to the RFQ

If you are equipped with a permanent account, login with your renowned login data (Username & Password).

2 Login to the System

After you have activated the link in a browser, fill in your login data.

It is recommended to copy & paste username and password into the designated fields.

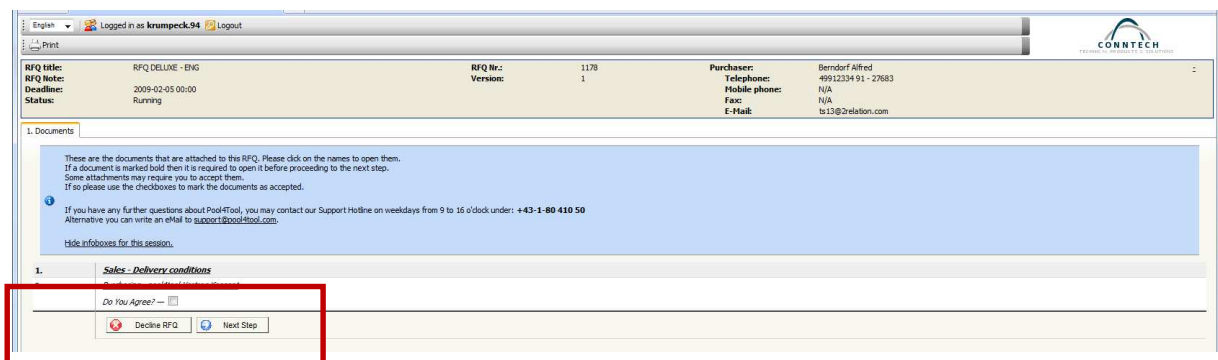


2.1 Tab 1: Documents

In the first tab „documents“ all documents relevant to the RFQ are listed.

To open a document, click on the name of the document. The purchaser can determine whether a document must be opened or if you have to consent to the terms before you reach the next step. Documents which must be opened are marked bold.

If you won't make a quote for an RFQ, you can reject your participation already in the first step. Via the button "Decline RFQ" you can inform the purchaser about your decision. After you clicked on the button you can fill in a statement into the Comments-box.

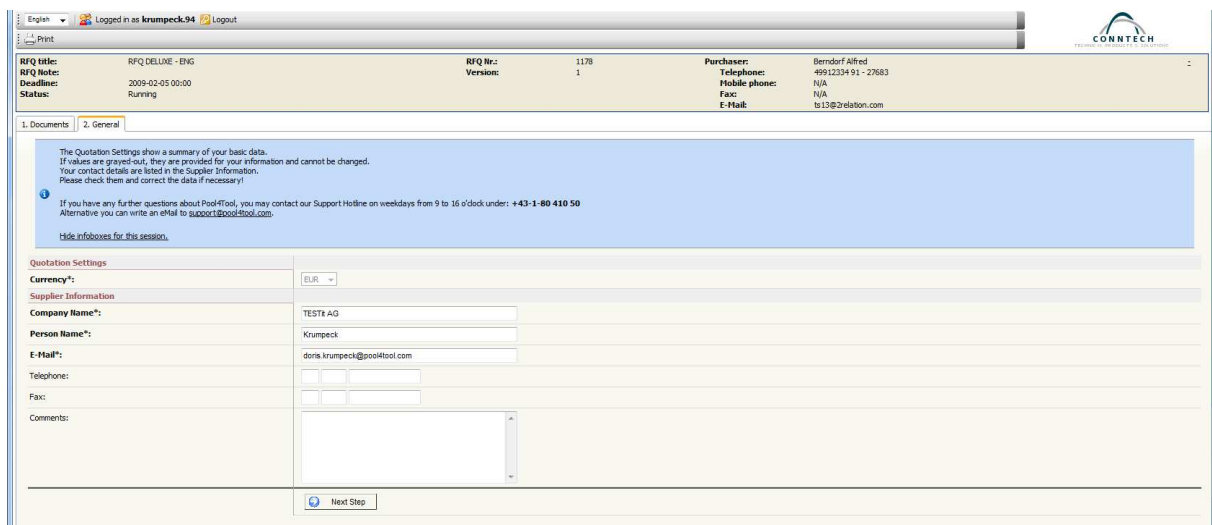


2.2 Tab 2: General

In this tab you find the Quotation Settings and the Supplier Information.

In the "Quotation Settings"- area the purchaser can determine whether or not you can change the settings.

In the "Supplier Information"-area you can see your personal data which are changeable.



The screenshot shows the Pool4Tool web application interface. At the top, there is a header with the user logged in as 'krumpeck.94'. Below the header, there is a navigation bar with 'Documents' and 'General' tabs. The main content area contains a message box with the following text:

The Quotation Settings show a summary of your basic data. If values are grayed-out, they are provided for your information and cannot be changed. Your contact details are listed in the Supplier Information. Please check them and correct the data if necessary.

If you have any further questions about Pool4Tool, you may contact our Support Hotline on weekdays from 9 to 16 o'clock under: +43-1-80 410 50. Alternative you can write an eMail to support@pool4tool.com.

Hide infoboxes for this session.

Below the message box, there are two sections: 'Quotation Settings' and 'Supplier Information'. The 'Quotation Settings' section includes a 'Currency*' dropdown menu set to 'EUR'. The 'Supplier Information' section includes fields for 'Company Name*' (TESTE AG), 'Person Name*' (Krumpeck), 'E-Mail*' (doris.krumpeck@pool4tool.com), 'Telephone', 'Fax', and 'Comments'. A 'Next Step' button is located at the bottom of the form.

2.3 Tab 3: Quote

In tab 3 „Quote“, all requested positions are listed. If you can see a green checkmark in the "Required"-row, this means that this position is mandatory and must be filled in.

To fill in a position click on the button "Quote!" in the "Menu"-row.

English | Logged in as krumpeck.94 | Logout

CONNTECH

RFQ title: RFQ DELUXE - ENG | RFQ Nr.: 1178 | Purchaser: Semdorf Alfred | Telephone: 49912334 91 - 27683
 RFQ Note: | Version: 1 | Mobile phone: N/A
 Deadline: 2009-02-05 00:00 | Status: Running | Fax: N/A | E-Mail: ts13@2relation.com

1. Documents | 2. General | 3. Quote | 4. Send Back

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.

If you have any further questions about Pool4Tool, you may contact our Support Hotline on weekdays from 9 to 16 o'clock under: +43-1-80 410 50
 Alternative you can write an eMail to support@pool4tool.com.

Hide infoboxes for this session.

#	Material Number	Name	Type	Commodity	eClass	Files	Price Unit	Unit	Quantity	Required	Quoted?	Menu
1	324141		--	--	--	--		1 piece	1	--	[?]	Quote!
2	Juh001	Andere...				Jobnemenskonv.doc (201.5 KB)		1 kg	1	--	[?]	Quote!

Only when ALL required positions have received a quote — the NEXT step will be available

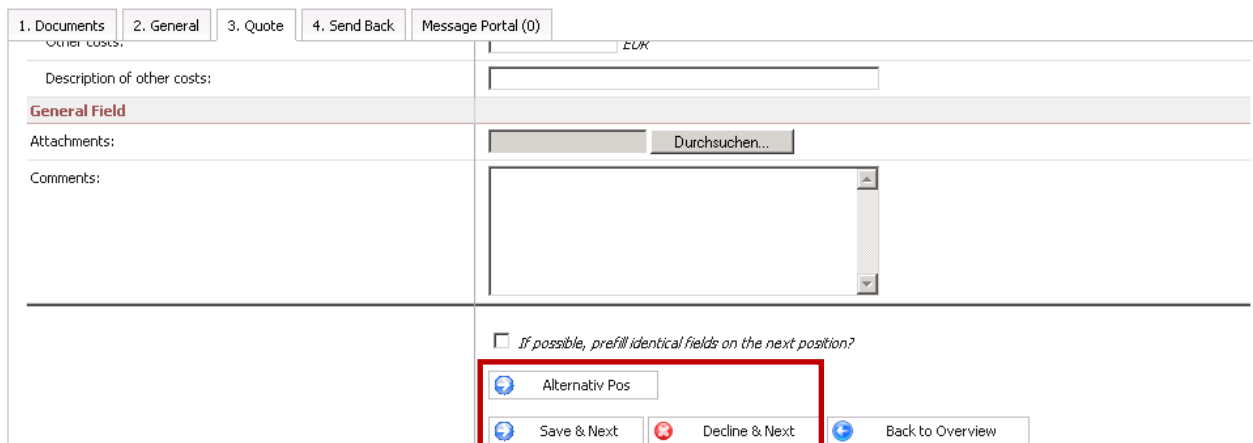
After you clicked on „Quote!“ you'll get to the input mask of the given position. Mandatory fields are bold and marked with an asterisk.

As soon as all the fields are filled in, click on the button "Save & Next" in order to get to the next position automatically

In case you can't quote for a position, the button „Decline & Next“ is at your disposal. Further, in the field "Comments" you have the possibility to note why you won't quote for this position.

To submit a further quotation for one position (e.g. an alternative tooling) please click on the button "Alternativ Pos". in order to get to the same position automatically again.

You can close the windows and re-open it later to continue.



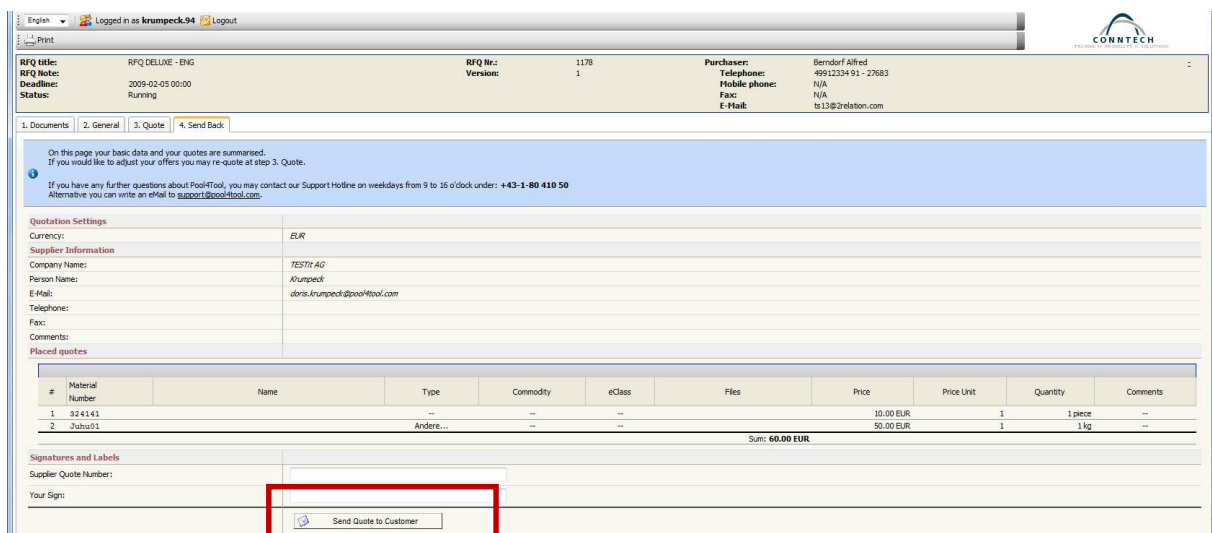
2.4 Tab 4: Send Back

In Tab 4 „Send Back“ you get an overview of the whole request. To change the data you filled in before, you need to go back to the designated tab.

Before you send back the quotation to the purchaser, there's the opportunity to fill in a "Supplier Quote Number" and "Your Sign"

After that you can hit the button „Send Back“. As soon as you clicked on this button, your quotation will be sent back to the purchaser and you can't change it anymore.

Further, the button „Print“ is at your disposal for a print view of this request.



English Logged in as krumpeck.94 Logout

RFQ title: RFQ DELUXE - EVG RFQ Nr.: 1178 Purchaser: Berndorf Alfred
 RFQ Note: Version: 1 Telephone: 49912334 91 - 22683
 Deadline: 2009-02-05 00:00 Mobile phone: N/A
 Status: Running Fax: N/A
 E-Mail: ts13@2relation.com

1. Documents | 2. General | 3. Quote | 4. Send Back

On this page your basic data and your quotes are summarised.
 If you would like to adjust your offers you may re-quote at step 3. Quote.

If you have any further questions about Pool4Tool, you may contact our Support Hotline on weekdays from 9 to 16 o'clock under: +43-1-80 410 50
 Alternative you can write an eMail to support@pool4tool.com.

Quotation Settings
 Currency: EUR
 Supplier Information
 Company Name: TEST AG
 Person Name: Krumpeck
 E-Mail: doris.krumpeck@pool4tool.com
 Telephone:
 Fax:
 Comments:

Placed quotes

#	Material Number	Name	Type	Commodity	eClass	Files	Price	Price Unit	Quantity	Comments
1	324141		--	--	--		10,00 EUR	1	1 piece	--
2	Jubu01		Andere...	--	--		50,00 EUR	1	1 kg	--
							Sum:	60,00 EUR		

Signatures and Labels
 Supplier Quote Number:
 Your Sign:



...from quotation to business relation

Should you have any question regarding the usage of the Tool, please contact
POOL4TOOL Support:

Phone: +43 1 80 41 050

E-Mail: support@pool4tool.com.