

# Process

- RFQ Process

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## **Create & Invite**

Create (missing) RfQ Responses and optionally send EMail Invitation/Reminder to Vendors to respond to RfQ

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## **Rank Responses**

Invalid responses are ranked with 999 per Quantity. The Quantity Responses are ranked among each other and the RfQ Best Response updated. The response Lines is marked as Selected winner, where the line quantity purchase quantity is selected. A total winner is only selected, if the RfQ type is "Quote All Lines" or "Quote Total only". Then the rankings of all Quantity Responses are added for the total ranking of the response. The response with the lowest total ranking is marked as Selected Winner.

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## **Create Sale order**

A Sales Order is created for the entered Business Partner. A sales order line is created for each RfQ line quantity, where "Offer Quantity" is selected. If on the RfQ Line Quantity, an offer amount is entered (not 0), that price is used. If a margin is entered on RfQ Line Quantity, it overwrites the general margin. The margin is the percentage added to the Best Response Amount.

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## **Create Purchase order**

Create purchase order(s) for the response(s) and lines marked as Selected Winner using the selected Purchase Quantity (in RfQ Line Quantity) . If a Response is marked as Selected Winner, all lines are created (and Selected Winner of other responses ignored). If there is no response marked

as Selected Winner, the lines are used.

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**Copy line**

Copy Lines from another RfQ

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**Close RFQ**

To close RFQ