CJ VINA SUPPLIER QUOTATION MANAGEMENT

USER MANUAL

Created by IT Team 2021.07.20

Supplier Quotation Management Grateful For Connecting With CJ VINA Agri

①

Quotation Description — final test

Effective from date — 7/19/2021 6:30:00 AM

Effective to date — 7/20/2021 6:00:00 PM

Further requirement to supplier

> final test

② **Further information in attachment**

- Download attached File
- Download attached File
- Download attached File

③

Drop files here to upload

④ **Complete**

You will receive the link from CJVINA AGRI through email. Please click the attached link

① Header information from CJ VINA AGRI for the quotation request

② Download the example template and further information from CJVINA AGRI

③ Drop the files into the place to upload the quotation

④ Click complete button to finish

uploaded successful ! ①

Manage Uploaded File

Show [10 ▾] **Rows**   Search [   ]

Uploaded Date	File name	Message	#
2021/07/19 17:54	Daily Report_TRAN THANH PHI_July 16 2021.xlsx		
2021/07/19 17:54	CJ F&C Asset List_V0.0(20210708)_HY.xlsx		
2021/07/19 19:50	Daily Report_TRAN THANH PHI_July 16 2021.xlsx		

Showing 1 to 3 of 3 entries   First   Previous   **1**   Next   Last

②

① Status process message

② The history uploaded files, only store on the system some days

CJ VINA AGRI - QUOTATION MANAGEMENT

LOGIN FORM

CJ VINA email account ①

Password ②

Login ③   Get Password ④

① Input CJ VINA AGRI email

② Input the password

③ Login the system

④ Generate the password from step 1

≡ DASHBOARD

⑤ Go to Quotation list

⑥ Go to create Quotation Request Order

⑦ View the manual

⑤ QUOTATION LIST

⑥ CREATE REQUEST

⑦ MANUAL

Create ①

Date created	Effective from date	Effective to date	Quotation Description	#		
2021/07/19 16:48	2021/07/19 07:48	2021/07/20 17:48	This is test quotation request 2021.07.20		② Send url ④	Cancelled ③
2021/07/19 16:39	2021/07/19 06:00	2021/07/21 18:30	This is test quotation request 2021.07.21		Send url	Cancelled
2021/07/19 16:31	2021/07/19 18:35	2021/07/20 16:35	This is test quotation request 2021.07.19		Send url	Cancelled

① Go to create Quotation Request Order

② Send URL to supplier

③ End of period of time, down load quotation from supplier

④ Cancelled the wrong request

SUPPLIER QUOTATION MANAGEMENT / To create the new quotation request

Effective from date ①

mm/dd/yyyy --:-- --

Effective to date

mm/dd/yyyy --:-- --

Quotation Description ②

Further requirement to supplier ③

Save ⑤

Back to List

④

Drop files here to upload

① The period Datetime from to

② Information send to Supplier

③ Further information send to supplier

④ Upload the file which will show in supplier interface

⑤ Save the request data row

Send ⑤

Id request ①	d704e025-a042-4fb3-9666-439738d703cf
Description	This is test quotation request 2021.07.20
From	7/19/2021 7:48:00 AM
To	7/20/2021 5:48:00 PM

② ④
🖉 Manual **Add** **Del**

	Supplier Email
1	Supplier Email ③
2	Supplier Email

① Quotation Request Header

② Add row to input the supplier email

③ Input the supplier email

④ Delete the blank row

⑤ Send to supplier email list step 3