

Retrieving Quotes from Fisher Catalog

Login into the eProcurement system at

<http://www.washington.edu/admin/stores/eprocurement/>

Click on **Create/ Requisition** on the eProcurement Home page

The screenshot displays the Ariba Spend Management interface. The 'Common Actions' section is highlighted, with a red arrow pointing to the 'Requisition' link under the 'Create' category. The 'To Do' section is empty. The 'News' section contains several announcements, including 'eProcurement News' and 'Business Diversity Program'. The 'Search' section includes search fields for 'Title' and 'ID', and a list of 'Saved Searches/Labels'. The 'My Documents' section shows a table with one document entry: ID S580949, Title, Date 1/29/2009, and Status Composing.

Click on the "Fisher" catalog

The screenshot shows the Ariba Spend Management interface. At the top, the browser title is "Ariba Spend Management - Windows Internet Explorer". The address bar shows the URL: https://ar.admin.washington.edu/Buyer/Main/aw?awr=r&awf=AribaFrame&awsn=_sbqkzb&awst=0&awsl=0. The page header includes "ARIBA SPEND MANAGEMENT" and "Home | Help | Logout". Below the header, there are navigation tabs for "Home", "Procurement", and "T & E". A user greeting "Welcome LIZA PLOTKIN" is visible.

The main content area is titled "S582902:" and shows "Items: 0 Total: \$0.00 USD". There are "Checkout" and "Exit" buttons. Below this, a search bar is present with a "Search" button and an "Options" link. A "Supplier Part #:" field is also visible.

The "Catalog Home" section displays a list of catalogs. A red arrow points to the "Fisher" catalog link. Other catalogs include:

- DAIGGER Daigger (1)
- DELL Dell Catalogs (5)
- ThermoFisher SCIENTIFIC Fisher (1)
- Gov Connection GovConnection (1)
- GRAINGER Grainger (1)
- invitrogen invitrogen (1)
- Office DEPOT Office Depot (1)
- QIAGEN Qiagen (1)
- Sigma-Aldrich (1)

On the right side, there are several category links with item counts:

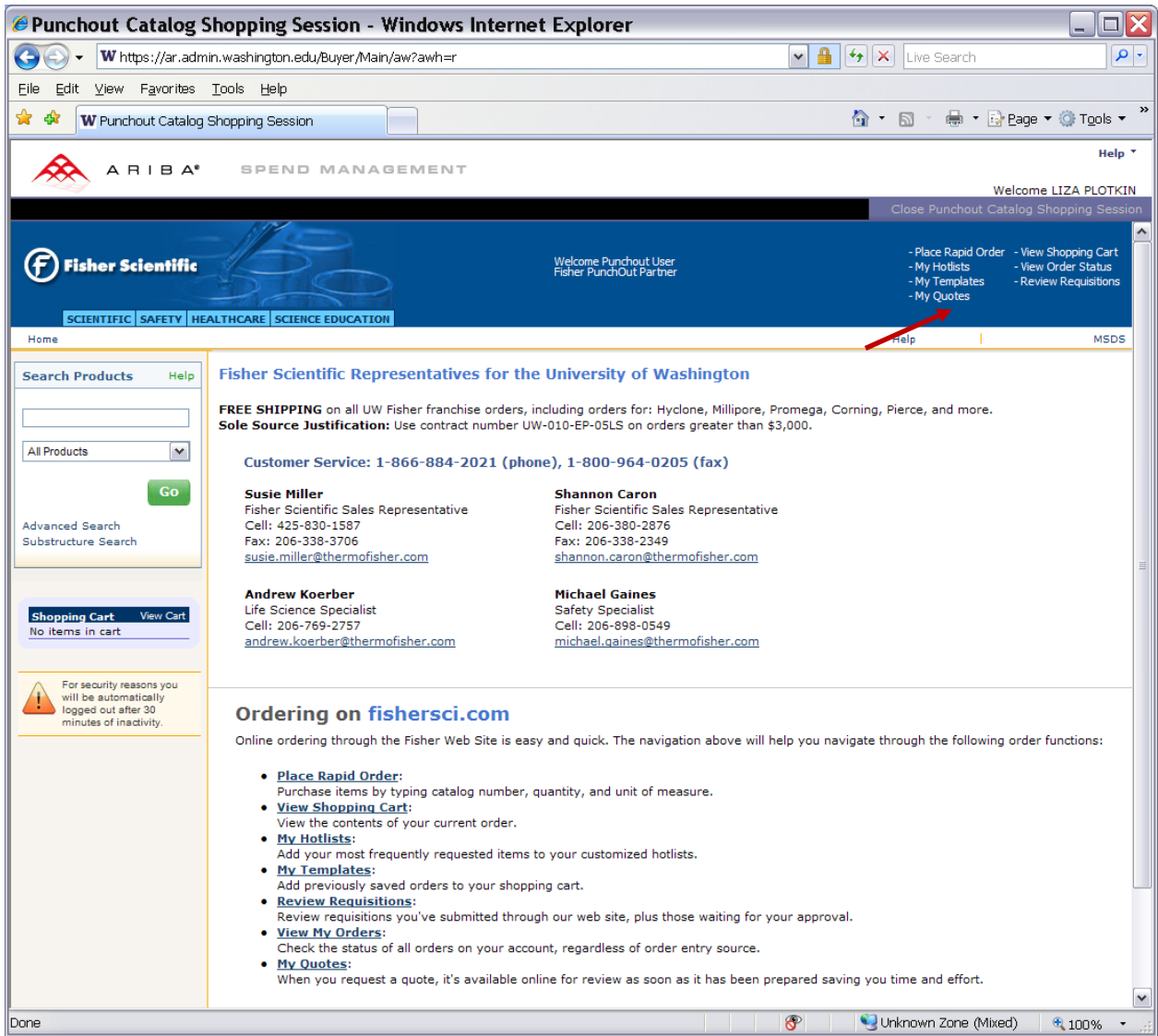
- Compressed Gases (217)
- Material Handling (219)
- Electronic Components (155)
- Electrical Systems and Lighting (334)
- Medical Equipment (702)
- Miscellaneous Medical Supplies (4472)
- Uncategorized Items (18527)

The bottom of the page shows a "Local intranet" icon and a "100%" zoom level.

Click on the “Buy from Supplier” button to get into the Fisher catalog

The screenshot shows the Ariba Spend Management interface in a Windows Internet Explorer browser. The browser address bar displays the URL: https://ar.admin.washington.edu/Buyer/Main/aw?awr=r&awf=AribaFrame&awsn=_sbqkzb&awst=0&aws1=0. The page header includes the Ariba logo and navigation links for Home, Procurement, and T & E. A user is logged in as LIZA PLOTKIN. The main content area shows a requisition for S582902 with 0 items and a total of \$0.00 USD. A search for 'Fisher' in the 'Catalog Home' section has returned 1 item from Fisher Scientific. The item details include Supplier: Fisher Scientific, Supplier Part #: AAA, and Available in: 1 Day(s). A green 'Buy from Supplier' button is highlighted with a red arrow. Below the item details, a yellow banner reads: 'Can't find what you are looking for? Create a non-catalog item.' The browser status bar at the bottom shows 'Done', 'Local intranet', and '100%' zoom.

To find your quote click on “My Quotes” in the upper right corner of the screen



Type your quote number in the “Quotes Search” field. Click on **Go**.

Punchout Catalog Shopping Session - Windows Internet Explorer

W https://ar.admin.washington.edu/Buyer/Main/aw?awh=r

File Edit View Favorites Tools Help

W Punchout Catalog Shopping Session

A R I B A SPEND MANAGEMENT

Welcome LIZA PLOTKIN
Close Punchout Catalog Shopping Session

Fisher Scientific Welcome Punchout User
Fisher PunchOut Partner

SCIENTIFIC SAFETY HEALTHCARE SCIENCE EDUCATION

Home Help MSDS

Search Products Help

All Products

Go

Advanced Search
Substructure Search

Shopping Cart View Cart
No items in cart

For security reasons you will be automatically logged out after 30 minutes of inactivity.

My Quotes

Price Quotes for your account. [quoted price tips -->](#)

Quotes search:
Enter Fisher Quote Number:
Q9030750126 **Go**

Page 1 of 4

quote number	reference number	date created	expire date	
Q8350-6922-04	PROMEGA MAXI KIT - LISA WHITE	12/15/2008	2/16/2009	< view details
Q8340-6798-90	HYB OVEN - KRISTIN FITZPATRICK	12/5/2008	2/6/2009	< view details
Q8364-7039-08	CO2 INCUBATOR2- SCHIEF LAB	12/29/2008	3/2/2009	< view details
Q9023-7392-40	MEDIATECH - KERI LEWIS	1/23/2009	3/27/2009	< view details
Q9035-7563-63	QUOTE REQUEST 020409 - DAVID NO	2/4/2009	4/8/2009	< view details
Q9007-7121-24	ROTATOR - KRISTIN FITZPATRICK	1/7/2009	3/11/2009	< view details
Q9012-7185-09	NLSU QUOTE 2009 - J BECKER	1/12/2009	3/16/2009	< view details
Q9033-7526-58	ABGENE KIT - MAGGIE BRASSIL	2/2/2009	4/6/2009	< view details
Q9020-7330-64	STIRRER - MEGAN SKINNER	1/20/2009	3/24/2009	< view details
Q9014-7237-56	RESERVOIR - LISA BUNTS	1/14/2009	3/18/2009	< view details

[Next-->](#)

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Unknown Zone (Mixed) 100%

Price quote details will be **retrieved**
Enter the **quantity** in the “**QTY**” field on the item line
Click on the “**Add Item(s) to the Shopping Cart**” button

The screenshot shows a web browser window titled "Punchout Catalog Shopping Session - windows internet explorer". The URL is "https://ar.admin.washington.edu/Buyer/Main/aw?awh=r". The page header includes the ARIBA logo and "SPEND MANAGEMENT". A welcome message for LIZA PLOTKIN is displayed. The Fisher Scientific logo is prominent, with navigation links for "SCIENTIFIC", "SAFETY", "HEALTHCARE", and "SCIENCE EDUCATION".

The main content area is titled "price quote details". It states: "The following quote was processed by the Fisher Ordering System." and includes a "quoted price tips" button. Below this, the following quote information is displayed:

- account #: 849598012
- reference: -20 FREEZER/TARAH HOLDEN
- quote #: Q9030-7501-26
- end date: 4/3/2009
- trans. terms: You will not be charged for transportation of these items.
- Quote type: Line Level - Enter a quantity for each item you want to buy.

line	description	Cat. No.	qty.	unit and quoted price
1	ENZYME FRZR -20C MANUAL D	13990206	2	EA For \$6,482.82

Below the table is a button labeled "Add Item(s) To Shopping Cart". A red arrow points to this button. Another red arrow points to the "My Quotes" link in the top right navigation menu.

At the bottom of the page, there is a security warning: "For security reasons you will be automatically logged out after 30 minutes of inactivity." and footer information including "Trademarks | Terms and Conditions | Legal Notices | Privacy Policy | Thermo Fisher Scientific Inc. 2009 Thermo Fisher Scientific Inc. - All rights reserved."

Click on the “Return Cart to Purchasing Application” button to return to the eProcurement application

The screenshot shows a web browser window titled "Punchout Catalog Shopping Session - windows internet explorer". The address bar shows the URL "https://ar.admin.washington.edu/Buyer/Main/aw?awh=r". The page header includes the ARIBA logo and "SPEND MANAGEMENT". The user is identified as LIZA PLOTKIN. The main content area is titled "Shopping Cart" and contains a list of actions: "Continue shopping and add more products, or", "Create Hotlists or Templates or edit any product in your cart, or", "Return your shopping cart to your original requisition in your purchasing application", and a red "NOTE: Returning your cart to your purchasing application will log you out of the Fisher Scientific website." Below this is a red message "Items successfully added to cart." and a "Cancel Fisher Session" button. The shopping cart table shows one item: "13-990-206 ENZYME FRZR -20C MANUAL DEFIRST" with a quantity of 2 and a price of \$6,482.82 each, totaling \$12,965.64. The "Return Cart to Purchasing Application" button is highlighted with a red arrow.

Cat No. / Description	Qty / Price	Availability	Sub-Total	Options
13-990-206 ENZYME FRZR -20C MANUAL DEFIRST	2 Each for \$6,482.82 <i>Quoted Price</i>	Shipping Direct from Supplier	\$12,965.64	< edit < delete Quote # 9010750126
Group Total: \$12,965.64				
SHOPPING CART TOTAL: \$12,965.64				

Click on the “Submit” button to go to the eProcurement “Summary” screen.

Log Out of Fisher session

NOTE: You must click 'Submit' to return your cart to your purchasing application, otherwise your cart will be lost.

If you need to further edit this cart, please submit the existing cart and then re-punchout from your purchasing application to edit the cart.

Modification to any data of quoted item(s) - UOM, price, catalog# - upon return of order to Thermo Fisher Scientific will result in rejection of entire order.

Orders with quoted item(s) received after quote has expired will result in rejection of entire order.

Shopping Cart Account Number: 849598-012

Fisher Cart			
Description / Cat. No.	Qty. / Price	Availability	Sub-Total
13-990-206 ENZYME FRZR -20C MANUAL DEFRST	2 Each for \$6,482.82	Shipping Direct from Supplier	\$12,965.64
Group Total:			\$12,965.64

SHOPPING CART TOTAL: \$12,965.64

Submit

Make all the necessary **edits** if **needed** on the **Summary** screen

Click on the “**Submit**” button to submit the quote.

SS82902: [Back to Catalog](#) [Submit](#) [Exit](#)

This is a summary of your current requisition. Review the information to be sure it is correct. You can go back to any previous step to change the information. When ...

Summary Approval Flow

Title: * Enzyme FRZR

On Behalf Of: LIZA PLOTKIN

Delay Purchase Until:

Telephone: 206-543-9897

Template:

Are any items equipment? Yes No

My Labels: [Apply Label...](#)

Line Items (1) [Hide Details](#)

No.	Type	Description	Account	Budget	Qty	Unit	Price	Amount
1		ENZYME FRZR -20C MANUAL DEFRST	059900	143750	2	each	\$6,482.82 USD	\$12,965.64 USD

Supplier: Fisher Scientific
Contact: Fisher Scientific
Commodity Code: Laboratory and scientific e...
Partitioned Commodity Code: Laboratory and scientific equipment
Store/Branch #:

[Edit](#) [Copy](#) [Delete](#) | [Add from Catalog...](#)

Total Cost: \$12,965.64 USD [Update Total](#)

SHIPPING - ENTIRE REQUISITION

Ship To: * PURCHASING & ACCO

Deliver To(Room/Name): * Rm216M-N/Plotkin

COMMENTS - ENTIRE REQUISITION