# MAX SPECIALITY FILMS

# RFQ - How to send response

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# 1    RFQ - How to send response

## 1.1    Prerequisite

1. Please ensure you are using latest version of Google Chrome, Internet Explorer, Mozilla Firefox or Safari. (Recommended: Google Chrome latest version).

OR

Download latest version of Google Chrome by visiting
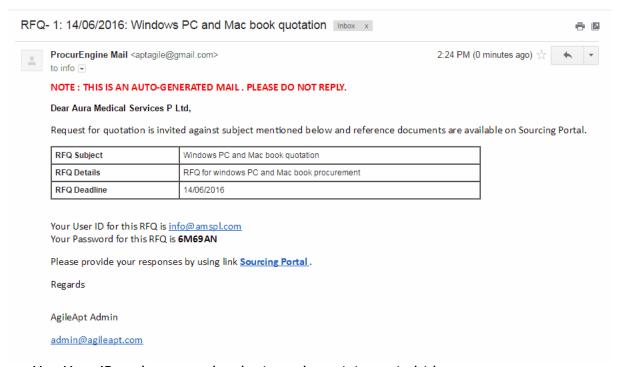https://www.google.co.in/intl/en/chrome

2. Please check your internet connectivity. Good internet connection is required for best user experience.

## 1.2    How to Participate

1. Visit http://www.procurengine.com/msfl/ to access your sourcing portal.
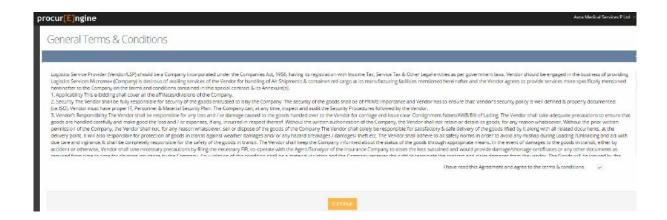
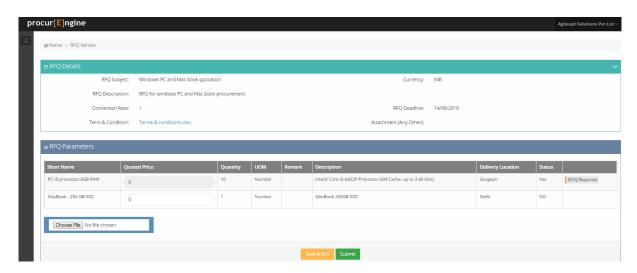Check you email for bid participation password.  Sample of email is given below



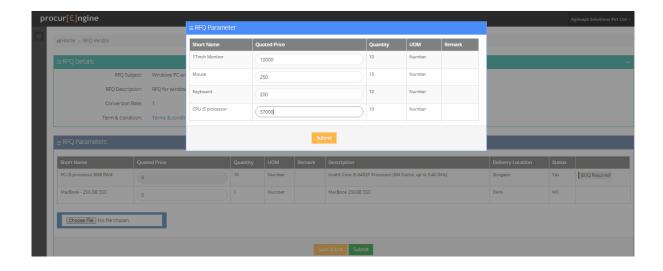Use User ID and password to login and participate in bid.

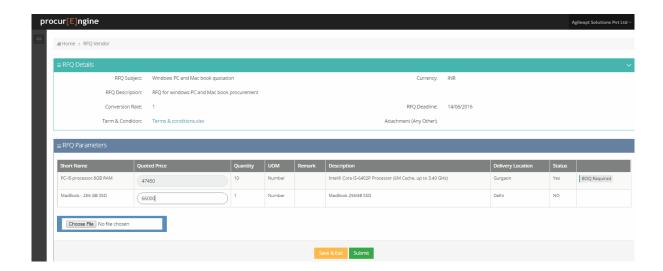2. Once you are logged in accept terms and conditions

3.   The RFQ may require entering two types of quotes

   A. Without BOQ/BOM
   B.  With BOQ/BOM



To quote for item having "BOQ required" click on button and after giving quote against each item click on submit button. This will sum quoted cost of individual items and fill "Quoted Price" on main screen.

Items without BOQ can be quoted by entering value directly in quoted price column.



4. You can click save and exit in case you want to revisit your quote again. Please note that you may be able to revise quote only before RFQ deadline.

5. Clicking submit button will send your response to company.