

Contracts Bidding Program
New Feature Documentation

Bid Manager

The new layout allows the user more options to search by. If the Due Date From and Due Date To are blank only the last 4 years will be searched. In addition the search results now support paging.

Edit Bid

Bid Name: KROGER II - LIVE KROGER 1/7/10		Bid Number: 5182	State: OH
Entered Date: 12/24/09		Due Date: 1/07/10	Type: OneShot
Period: 0		Approx: 0	

Customer/Lead Code	KROGERS	Customer Code Type	C
Customer Name:			(Required)
Bid Name:	KROGER II	Bid City	
Bid Title:	LIVE KROGER 1/7/10	Bid State	OH
		Bid Zip	
			(Required)
Req/Oneshot	O		
Approx. Bid \$:	0		
Due Date:	01/07/2010		
Date Entered	12/24/2009		
Reviewed By			(Required)

Req Period	
Escalation Allowed	No
Extension Allowed	No
Firm	No
Bid Status	Closed
Special Req	

Save

Cancel

On the edit bid page there are new fields that are required in addition to additional fields that are not required.

***Legacy Data Note** – If an old Bid is edited and saved you will be required to fill in the new required fields to update.

Edit Bid Items

Add Item:

Add Item						Mfr Cost Array: 51- T
Item	Bid Qty (Lbs/ea)	Proj. Qty (Lbs/ea)	Bid Qty (Cyl/ea)	Proj. Qty (Cyl/ea)	Override	Comments
Select Item ▼	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/> Item Override	<input type="text"/>
						<input type="button" value="Add Item"/>

Select an item from the dropdown and then fill out the Bid Qty and Proj Qty then you can click add Item.

To add an override Item select the Item Override checkbox and then the add Item form will change.

Add Item						Mfr Cost Array: 51- T	
Item	Item Cost	Bid Qty (Lbs/ea)	Proj. Qty (Lbs/ea)	Bid Qty (Cyl/ea)	Proj. Qty (Cyl/ea)	Override	Comments
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input checked="" type="checkbox"/> Item Override	<input type="text"/>
						<input type="button" value="Add Item"/>	

You can now add an item name and item cost. Then you are able to fill out the rest of the form as normal.

If a new override item is added the new item override will appear in the dropdown as an option next time.

Bid Results

<div>Add Bidder</div>		<div>Import from Bid Calculation</div>		<div>Cancel</div>		Cost Array: 51 - 07/31/08		Cost Type: T		Format: 3 Column 2 Column		<div>Withdrawn</div>		<div>Export To Excel</div>	
Bidder Name:		CURRENT						ARKEMA						DUPONT	
<div>QtyItem</div>		<div>ResultLowest</div>		<div>Lb./eaCyl.</div>		<div>Item TotalMU %</div>		<div>ResultLowest</div>		<div>Lb./eaCyl.</div>		<div>Item TotalMU %</div>		<div>ResultLowes</div>	
214,845R22125		Undecided		\$4.84\$605.00		\$1,039,849.80-33.43		Undecided		\$4.50\$562.00		\$965,943.12-38.16		Undecided	
44,073R402A110		Undecided		\$8.28\$910.25		\$364,704.08-34.43		Undecided		\$9.45\$1,039.17		\$416,357.63-25.14		Undecided	
250R402B13		Undecided		\$8.94\$116.22		\$2,235.00-34.89		Undecided		\$11.00\$143.03		\$2,750.50-19.87		Undecided	
Bid Total:						\$1,406,788.88-33.69						\$1,385,051.25-34.72			
After Terms:						\$1,406,788.88-33.69*						\$1,385,051.25-34.72*			
Awarded Total \$:						\$0.00						\$0.00			
% Awarded Total \$:						0.00%						0.00%			
Terms:0%		Terms Count?Y		Incl. in Lows?Y				Terms:0%		Terms Count?Y		Incl. in Lows?Y		Terms:0%	
														Terms Count?Y Inc	

Import From Bid Calculation – This button will import the items/prices from the Calculate Bid Items page and create an AIRGAS Bidder.

Export To Excel – This will export the Bidders to excel format.

New data is shown for bidders. Result and Lowest columns have been added. Lowest will identify the lowest price (Same results from Calculate Lows page).

To edit a bidder select the edit button for the bidder and the following form will appear.

Bidder Name: <table> <tr> <th>Qty</th> <th>Item</th> </tr> <tr> <td>214,845</td> <td>R22125</td> </tr> <tr> <td>44,073</td> <td>R402A110</td> </tr> <tr> <td>250</td> <td>R402B13</td> </tr> <tr> <td colspan="2"> Bid Total: After Terms: Awarded Total \$: % Awarded Total \$: </td> </tr> </table>	Qty	Item	214,845	R22125	44,073	R402A110	250	R402B13	Bid Total: After Terms: Awarded Total \$: % Awarded Total \$:		Name: CURRENT <table> <tr> <th>Result</th> <th>Price</th> <th>UM</th> <th>Itm Ttl</th> <th>MU %</th> </tr> <tr> <td>Undecided</td> <td>4.84</td> <td>Lbs</td> <td>\$1,039,849.80</td> <td>-33.43</td> </tr> <tr> <td>Undecided</td> <td>8.28</td> <td>Lbs</td> <td>\$364,924.44</td> <td>-34.39</td> </tr> <tr> <td>Undecided</td> <td>8.94</td> <td>Lbs</td> <td>\$2,235.00</td> <td>-34.89</td> </tr> <tr> <td colspan="3"></td> <td>\$1,407,009.24</td> <td>-33.68</td> </tr> <tr> <td colspan="3"></td> <td>\$1,407,009.24</td> <td>-33.68*</td> </tr> </table> <div> Terms: 0 % Terms Desc.: Do Terms Count: Y Incl. in Lows: Y Change Results to: Select <input type="button" value="Calculate"/> <input type="button" value="Save"/> <input type="button" value="Delete"/> </div>	Result	Price	UM	Itm Ttl	MU %	Undecided	4.84	Lbs	\$1,039,849.80	-33.43	Undecided	8.28	Lbs	\$364,924.44	-34.39	Undecided	8.94	Lbs	\$2,235.00	-34.89				\$1,407,009.24	-33.68				\$1,407,009.24	-33.68*	CURRENT <table> <tr> <th>Result</th> </tr> <tr> <td>Undecided</td> </tr> <tr> <td>Undecided</td> </tr> <tr> <td>Undecided</td> </tr> </table>	Result	Undecided	Undecided	Undecided
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The user can now set a Result, Price, UM value. In addition a Change Results to will change all the results for that bidder to the selected value.

