

Accessing Quotes in HCL's Ecommerce Portal

Instructions for accessing quotes and easily completing software orders

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Placing Orders in Ecommerce



Print these instructions for easy reference while you are working in the ecommerce portal!

Steps for Accessing your HCL Software Quotes:

(see the following slides for detailed screenshots)

1. Visit https://buy.hcltechsw.com/ and login to your account

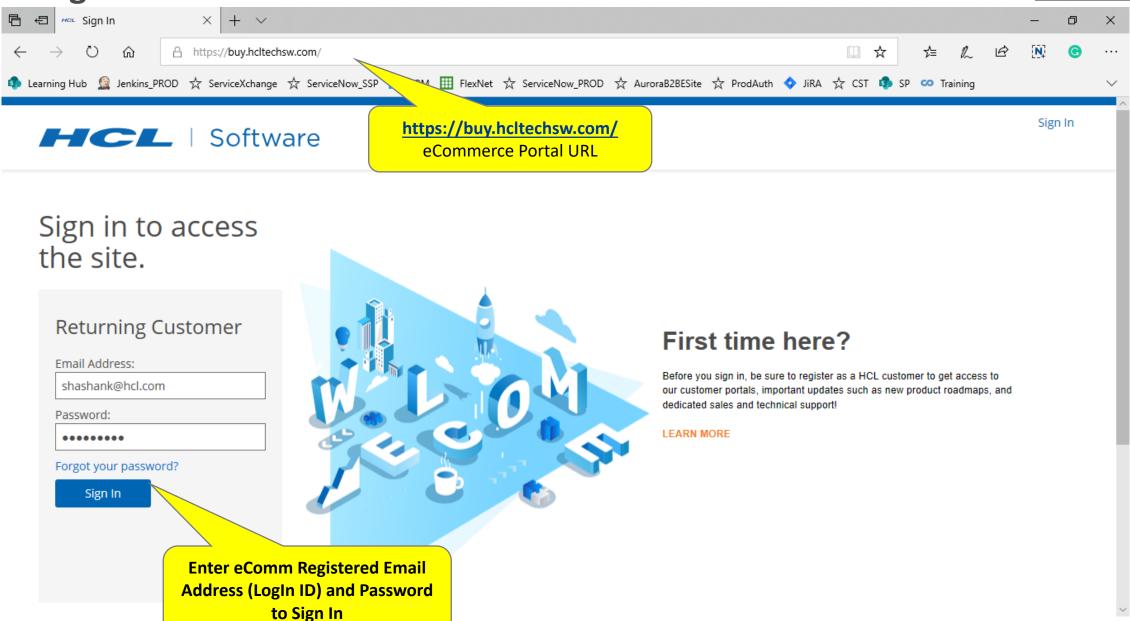
- If you do not yet have an account, please register
- To transact orders through the HCL ecommerce site, **you must be registered as a Buyer**. If you are unable to take the actions described below, please update your role access to 'Buyer'
- 2. View pending quotes for your customers in the Quotes page (see left hand navigation)
- 3. Click a Quote ID to view additional details of that quote
- 4. From the individual quote page, you may click the 'Accept' button to place your order
 - Upon accepting the quote, you will receive a confirmation of the order, as well as instructions to contact your HCL seller to provide a Purchase Order. (Please note orders cannot be fulfilled until a PO is provided, or confirmation that a PO is not required is given)
 - If you require changes to the quote, please use the 'Propose Changes' button to communicate the requirements. Your seller will modify the quote and you will receive a communication on the updates.

5. After accepting your quote and providing a Purchase Order, your order will be processed

 You will receive an Order Acknowledgement and Proof of Entitlement letter from HCL. This should be within 24-48 hours of submitting your PO.

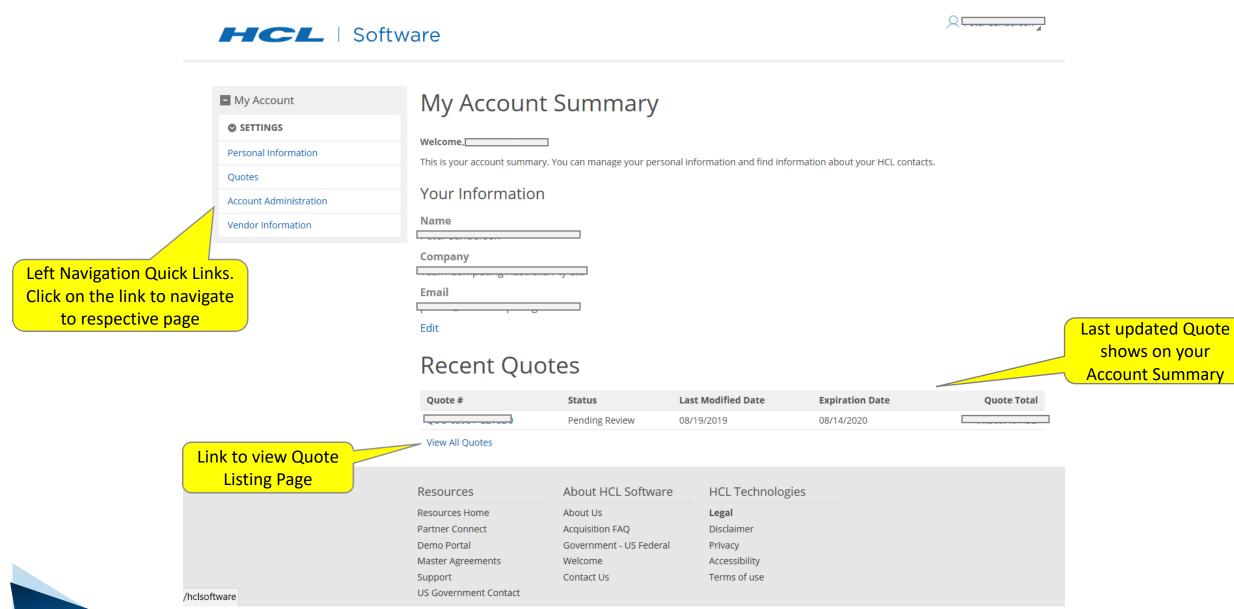
Step 1: Log in to the eCommerce Portal





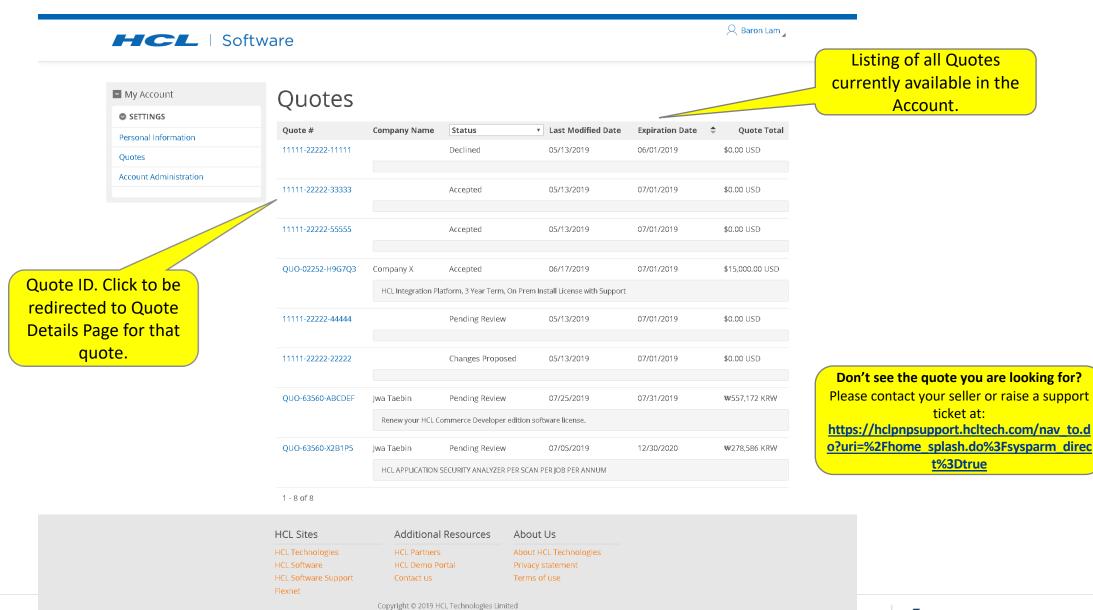
Account page after login





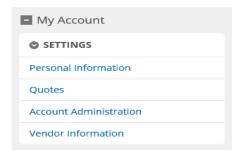
Step 2: Quote Listing Page





Step 3 & 4: View quote details and accept quote or propose changes





- From this page, you can Accept, Decline or Propose Changes to the quote. Only the Buyer role has this capability.
- Contacts with Viewer role may view all quote details but will not have the option to Accept, Decline or Propose Changes to the quote.

Quote Details

Program License and Support Order Schedule

This Program License and Support Order Schedule (this "Order") incorporates the Product Specific Terms attached hereto and is for the purchase of the Program licenses and/or Services set forth below. This Order is entered into on the date last executed (the "Effective Date") by and between:

HCL Production Test Organization (DEV ONLY) (hereinafter "Licensee" or "Customer")

HCL Technologies Limited (hereinafter "Licensor" or "HCL")

Quote #: QUO-79519-D4N8V9	Customer #: BS111	Date Prepared: 11/11/2019	
Status: Pending Review	Review Comments: Payment Terms: With		
Sold To:	Bill To:	5	
HCL Production Test Organization{DEV ONLY}	HCL Production Test Organization(DEV ONLY)	HCL Production Test Organization(DEV ONLY)	
123 Fake St	123 Fake St	123 Fake St	
Nowhere City, New Mexico	Nowhere City, New Mexico	Nowhere City, New Mexico	
91123	91123	91123	
USA	USA	USA	

Line #	Part #	Quantity	иом	License Expiration Date	Line Total
1	E045KLL	1.0	Processor Value Unit	11/10/2020	\$718.00 USD
	CNTENT/COLLAB ACC AND WEBSPH PRTL SVR INTRANET PVU ANNUAL SW S&S RNWL				

Accept

Comments must be provided if proposing changes or declining a quote.

Propose Changes

Proposing Changes/Decline Comments Characters remaining: 220

Propose Changes to the Quote; use the comment box to articulate your requirements. Your seller will be notified and will make the necessary updates

apply.

Quote Total: \$718.00 USD

Accept the quote. This button will place your order

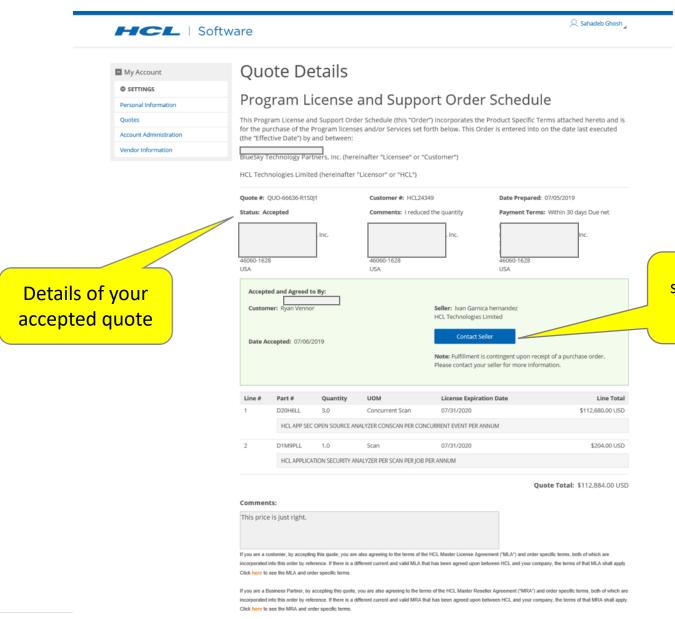
> If you are a customer, by accepting this quote, you are also agreeing to the terms of the HCL Master License Agreement incorporated into this order by reference. If there is a different current and valid MLA that has been agreed upon between Click here to see the MLA and order specific terms

Decline

Decline the Quote if you do not plan on placing this order

Step 4: Acknowledgement of quote acceptance





** Prices exclude tax

Contact Seller button to send a direct email to your seller with your PO or for other questions

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If you have any problems logging on please submit a support ticket:

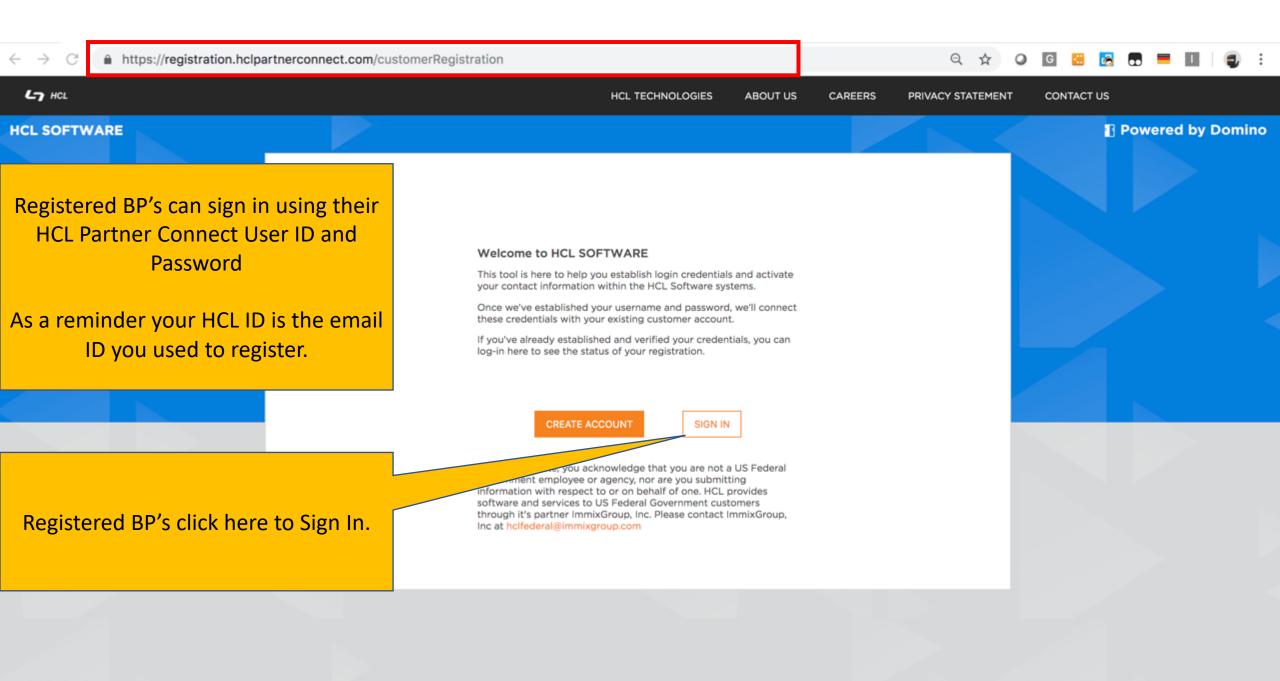
https://support.hcltechsw.com/csm?id=guest_csm_creation

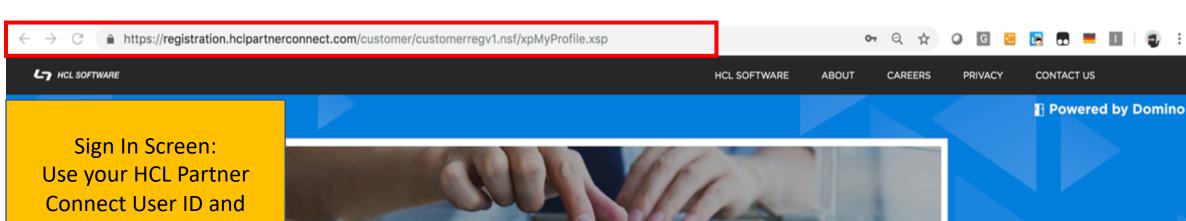


Not registered for Ecommerce yet?

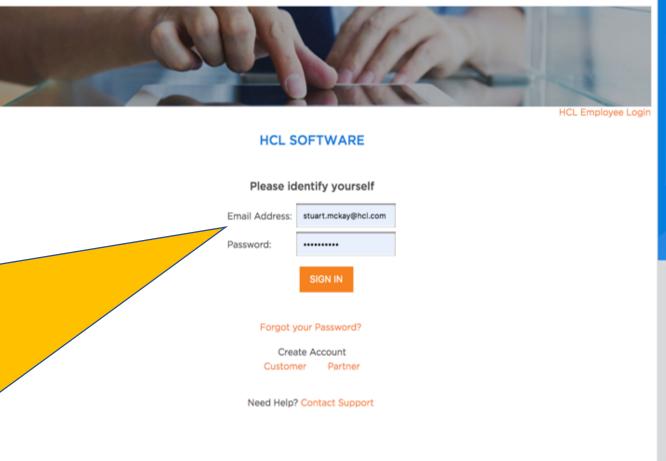
If you are not yet registered in the HCL Ecommerce Portal, please follow these instructions so you can access and accept your quotes online with ease

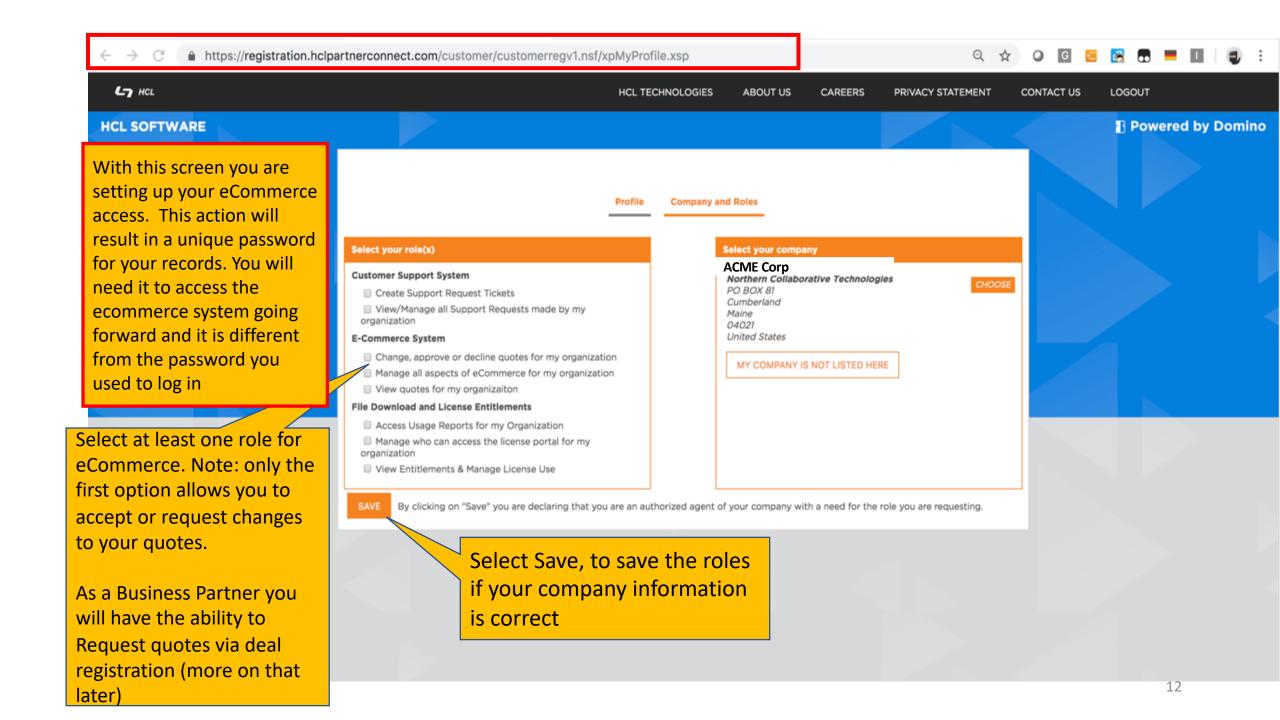
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Password If you forget your password you can recover it on the login page by clicking on Forgot your Password or you can get help from our Support team - check for local numbers or open a ticket at https://hclpnpsupport.hcl tech.com/csm?id=guest_c sm creat







Congratulations! Your HCL Customer account has been successfully mapped to Northern Collaborative Technologies.

Jane Doe to: andrew pollack 07/01/2019 11:27 PM

Show Details

Check your email to confirm that your registration has been completed and the roles selected have been mapped in the HCL systems

Check your inbox spam folder if you don't receive it.

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Congratulations! Your HCL Customer account has been successfully mapped to

You can click on link below to check your account status.



sample email

Contact Support

Note that the eCommerce system uses separate identities for authentication from Partner Connect. Within 24 hours you should receive an email indicating that the roles you selected have been provisioned in eCommerce.

This password is not your Partner
Connect password-this is your
eCommerce password

A Password reset email will be sent to you. Follow the steps to reset your email and log into eCommerce

You are only resetting your password for eCommerce and not Partner Connect

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Dear Customer,

You are receiving this email because you've requested to have your password reset or you are a first time user who must create a password.

Please click this button to reset your password.

Reset Password

This reset button is only valid for 72 hours.

Thanks, The HCL Team

Privacy Disclaimer: In addition to IBM, now HCL Technologies will also process your personal data, which will be governed by HCL's Privacy Statement, and applicable privacy laws and regulations governing processing of personal data globally. HCL as a processor or sub-processor of your personal data has committed to perform the same data protection obligations that were set out by IBM, as applicable with respect to the Collaboration, Commerce, Digital Experience, and Security Solutions. Personal data elements that IBM has transferred include but are not limited to your business contact information, which IBM collected in connection with providing services to you, in accordance with the IBM Privacy Statement. If you have any concerns or you wish to inquire about HCL's Privacy Statement, then feel free to write to HCL's Privacy and Data Protection Office at privacy@hcl.com.

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