**Use Case: Sending Quotation for Specific Received RFQ**

**Actor:** Supplier

**Use Case Description:** This use case outlines the process for a supplier to send a quotation in response to a specific received RFQ (Request for Quotation) within the supplier portal.

**Trigger Point**: The supplier accesses the RFQ responses section within the supplier portal and selects a specific RFQ to respond to by sending a quotation.

**Pre-Conditions:**

1. The supplier is authenticated and logged into the supplier portal.

2. RFQs have been received and are available for response.

3. The supplier has access permissions to view and respond to RFQs.

**Post-Conditions:**

1. The supplier successfully sends a quotation in response to the selected RFQ.

2. The quotation is accurately recorded and updated in the system.

3. The buyer receives and reviews the quotation.

**Normal Flow:**

1. The supplier navigates to the RFQ responses section within the supplier portal.

2. The system presents a menu at the left corner panel with various options, including "RFQ responses."

3. The supplier clicks on "RFQ responses" from the menu.

4. The system displays a list of RFQs received, including details such as RFQ number, date, product, quantity, location, delivery date, total price, status, and priority.

5. The supplier selects a specific RFQ from the list to respond to by sending a quotation.

6. The system opens the selected RFQ, displaying the details of the RFQ.

7. The supplier reviews the RFQ details to understand the requirements and terms specified by the buyer.

8. The supplier enters the details of the quotation, including:

* Vendor quotation number
* Email address
* Contact number
* Contact name
* Response Date
* Currency code
* Address

9. The supplier reviews the order line in the middle section of the form, which describes the line, item name, category, quantity, unit, price, total cost, and Response Date requested in the RFQ.

10. The supplier reviews the requesting cost, total cost at bottom of the form.

11. The supplier may attach any relevant documents or provide comments in the respective sections at the bottom of the form.

12. After verifying all details, the supplier clicks on the "Accept" button located at the top right corner of the form.

13. The system processes the quotation and sends it to the buyer for review.

**Alternative Flow:**

1. If there are technical issues with accessing or viewing the RFQ or sending the quotation:

* The supplier may try refreshing the page or accessing the RFQ responses section again later.
* The supplier may contact the technical support team for assistance.