

- RFQ – Request For Quotation



RFQ – Request For Quotation Training Document



- ## Training document: Structure & Overview

This document will guide users through general information and specific topics and serves as a handbook for further functionalities by using “Use Cases” as guidance.

A use case illustrates possible functionalities and provides step-by-step guidance.

Use Cases include one slide with main information as overview, followed by a detailed click guide.

| | |
|-------------------|--|
| Use Case Overview | Overview of the use case content including description, content, notes, and screenshot |
| Headline | A brief introduction to the use case |
| System View | Shows screenshots for the related step |
| Click Guide | Detailed guidance through the functionalities |
| Note | Relevant information to the use case |

[illegible]

*Visible functions/buttons may differ depending on the roles & rights assigned

- RFQ – Request For Quotation

RFQ Training Document Content & Use Cases

| RFQ Basics | Send Quote | Decline Items | Communication & Forwarding |
|---|---|--|---|
| RFQ Overview <ul style="list-style-type: none"> ▪ Get an overview of all RFQs | Quote and Send Back <ul style="list-style-type: none"> ▪ Quote (online) and send it back to CVS | Decline RFQ (All Items) <ul style="list-style-type: none"> ▪ Decline all items of an RFQ | Messaging <ul style="list-style-type: none"> ▪ Send and receive messages related to an RFQ |
| | Quote with Excel CBD <ul style="list-style-type: none"> ▪ Quote with an excel CBD for each item | Decline Single Items <ul style="list-style-type: none"> ▪ Decline single items of an RFQ | Re-Assign RFQ <ul style="list-style-type: none"> ▪ Re-assign an RFQ / change the responsibility |
| | Quote with Excel CBD – multipos <ul style="list-style-type: none"> ▪ Quote with one excel CBD for all items | | |

RFQ Basics

In this chapter we will see...

- RFQ Overview

- ## RFQ Overview

Supplier Portal Dashboard - Welcome, Andreas Hofer from Training Inc. | Partner no. 000004324

Please fill out remaining profile information

GeneralTasks & Documents

WELCOME

Welcome to the Knorr Bremse Commercial Vehicles Supplier Portal!

Dear Sir or Madam,

with the new Supplier Portal, Knorr Bremse Commercial Vehicles wants to ensure more efficient and transparent cooperation with its suppliers.

Your replies help us create profiles that will make it easier for our employees to place requests more correctly and to take well-informed decisions in future.

BLACKBOARD

There is no data to be shown.

COMPANY PROFILE

CONTACT PEOPLE

BANK ACCOUNTS

You have access to the supplier portal and want to check available RFQs.

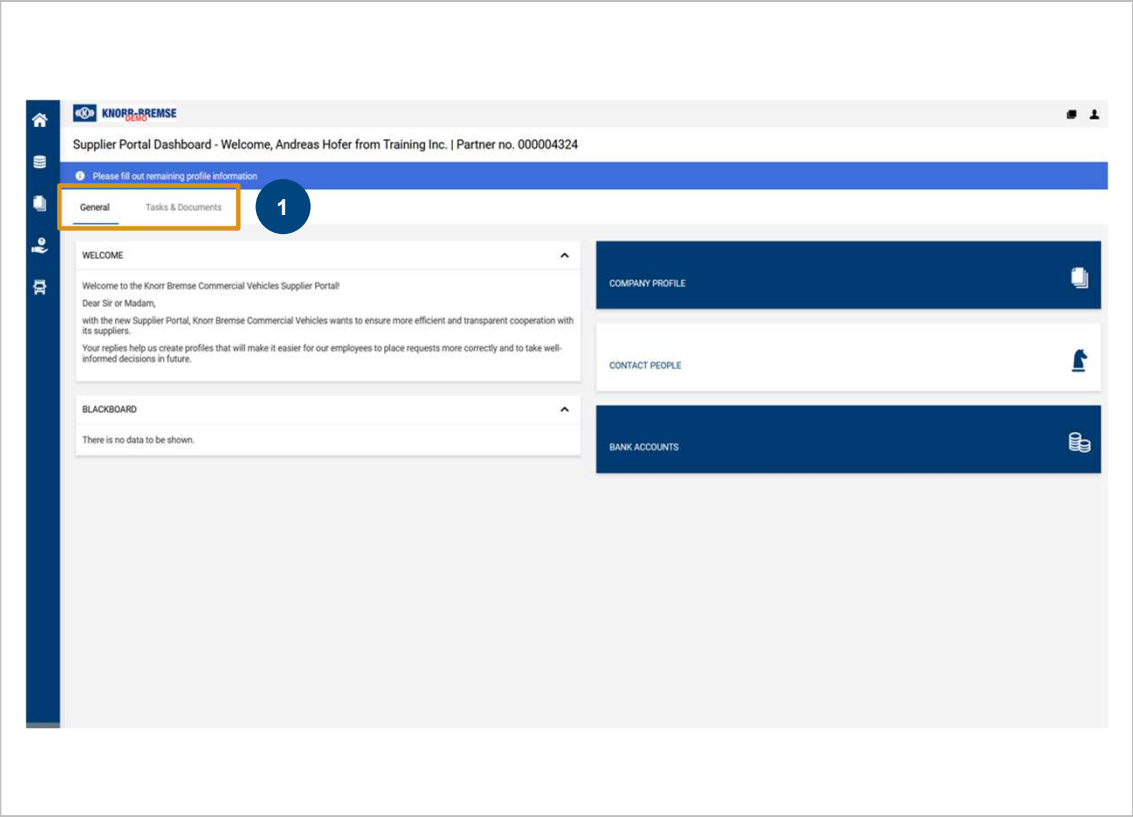
- ## Notes

- Support

- RFQ – Request For Quotation

RFQ Overview

RFQ box with quick access to RFQs



Supplier View

RFQ box with quick access to RFQs

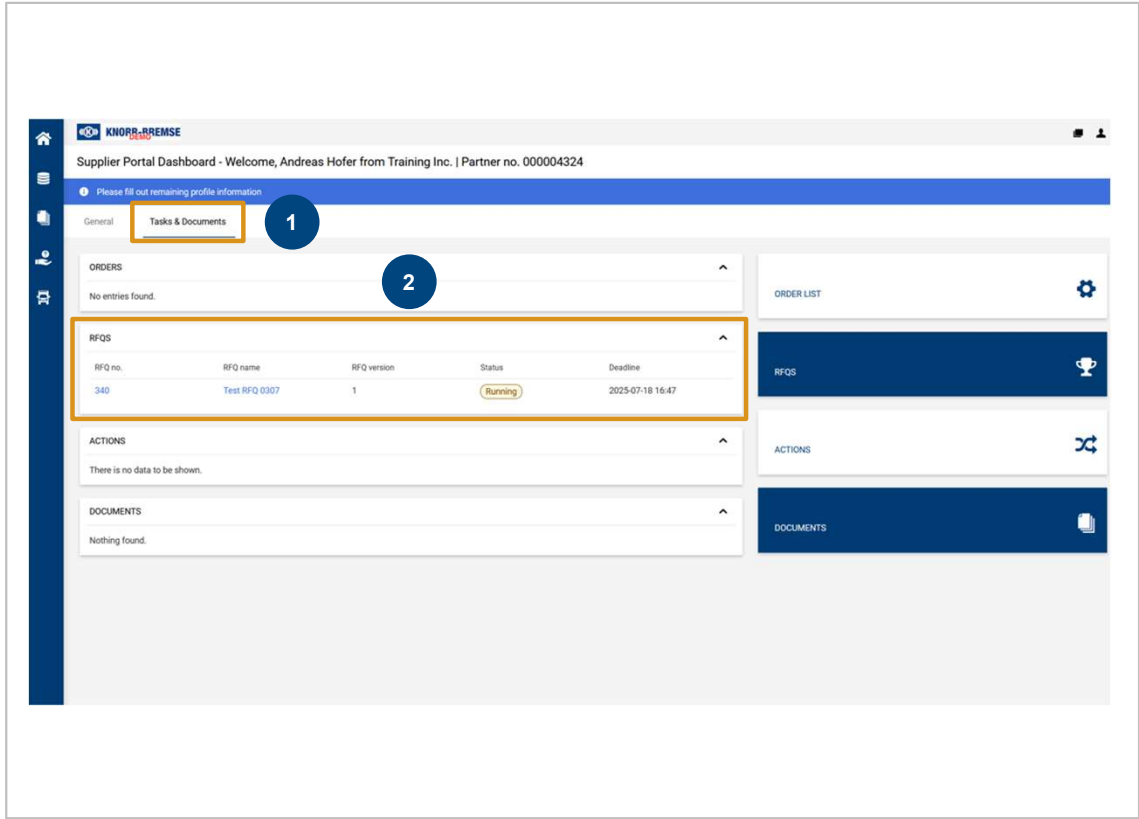
1. After logging in, the supplier portal dashboard with various fields becomes visible. You first land on the “General” tab, which contains general information.

| |
|----------------------------|
| RFQ Basics |
| RFQ Overview |
| Send Quote |
| Decline Items |
| Communication & Forwarding |
| Support |

■ RFQ – Request For Quotation

RFQ Overview

RFQ box with quick access to RFQs



Supplier View

RFQ box with quick access to RFQs

1. Next to it, there is the “Tasks & Documents” tab. When you click on “Tasks & Documents”, several boxes appear.
2. One of these boxes is called “RFQS”. The latest RFQs are displayed in this box and can be accessed by clicking on the (blue highlighted) name of the RFQ.

- RFQ Basics
- RFQ Overview
- Send Quote
- Decline Items
- Communication & Forwarding
- Support

■ RFQ – Request For Quotation

RFQ Overview

RFQ overview with details regarding all RFQs

Supplier Portal Dashboard - Welcome, Andreas Hofer from Training Inc. | Partner no. 000004324

Please fill out remaining profile information

General

Tasks & Documents

Requests

RFQ Pure

EAuctions

Actions

| RFQ no. | RFQ name | RFQ version | Status | Deadline |
|---------|--------------------|-------------|---------|------------------|
| 342 | Training Documents | 1 | Done | 2025-07-21 15:00 |
| 342 | Training Documents | 2 | Done | 2025-07-21 15:00 |
| 341 | Test 0407 | 1 | Running | 2025-07-11 11:49 |

ORDER LIST

RFQS

ACTIONS

RFQ Pure

Showing results 1 - 6 of 6

Display 10

| RFQ ... | VERS... | NAME | AWARDING STAT... | QUOTE STATUS | RESPONSIBLE PE... | DEADLINE | ITEMS | MESSAGES |
|---------|---------|--------------------|------------------|--------------|-------------------|------------------|-------|----------|
| 342 | 2 | Training Documents | ded | Quoted | Hofer Andreas | 2025-07-21 15:00 | 2 | 0 |
| 342 | 1 | Training Documents | Fully awarded | Quoted | Hofer Andreas | 2025-07-21 15:00 | 2 | 0 |
| 341 | 1 | Test 0407 | Fully awarded | Quoted | Hofer Andreas | 2025-07-11 11:49 | 1 | 0 |
| 340 | 1 | Test RFQ 0307 | In Progress | | Hofer Andreas | 2025-07-18 16:47 | 1 | |
| 338 | 1 | Promotions | New | | Hofer Andreas | 2025-07-15 11:59 | 1 | |

Supplier View

RFQ overview with details regarding all RFQs

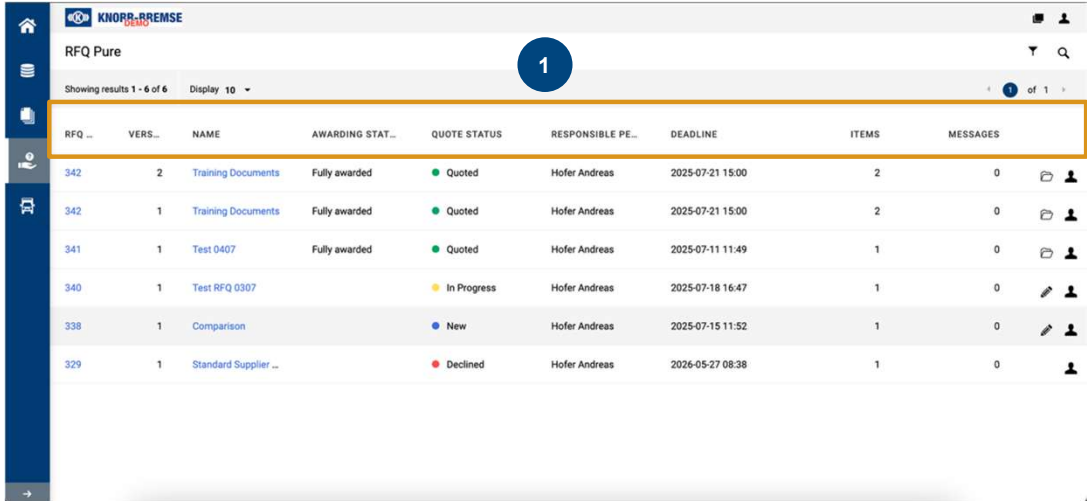
1. To navigate to an overview of all RFQs, click on the RFQ box on the right side.
2. Alternatively, navigate to the RFQ overview by clicking on the “Requests” icon in the navigation bar and on “RFQ Pure”.
3. The RFQ overview displays various columns with details to RFQs such as name, state, deadline.
4. Single RFQs can be accessed by clicking either on the RFQ no or on the Name (both blue marked).
5. As long as the deadline is not reached an RFQ can be re-assigned to a colleague by clicking on the silhouette icon on the right side. An RFQ can be edited as long as the state is “In Progress”.

| |
|----------------------------|
| RFQ Basics |
| RFQ Overview |
| Send Quote |
| Decline Items |
| Communication & Forwarding |
| Support |

- RFQ – Request For Quotation

RFQ Overview

RFQ overview with details regarding all RFQs



| RFQ NO. | VERSION | NAME | AWARDING STATUS | QUOTE STATUS | RESPONSIBLE PERSON | DEADLINE | ITEMS | MESSAGES |
|---------|---------|-----------------------|-----------------|--------------|--------------------|------------------|-------|----------|
| 342 | 2 | Training Documents | Fully awarded | Quoted | Hofer Andreas | 2025-07-21 15:00 | 2 | 0 |
| 342 | 1 | Training Documents | Fully awarded | Quoted | Hofer Andreas | 2025-07-21 15:00 | 2 | 0 |
| 341 | 1 | Test 0407 | Fully awarded | Quoted | Hofer Andreas | 2025-07-11 11:49 | 1 | 0 |
| 340 | 1 | Test RFQ 0307 | | In Progress | Hofer Andreas | 2025-07-18 16:47 | 1 | 0 |
| 338 | 1 | Comparison | | New | Hofer Andreas | 2025-07-15 11:52 | 1 | 0 |
| 329 | 1 | Standard Supplier ... | | Declined | Hofer Andreas | 2026-05-27 08:38 | 1 | 0 |

Supplier View

RFQ overview with details regarding all RFQs

- Find below details on the displayed information:
 - RFQ NO. = JAGGAER Connect internal RFQ number
 - VERSION = Version of RFQ
 - NAME = Name of RFQ
 - QUOTE STATUS = Status of RFQ
 - RESPONSIBLE PERSON = Creator/Buyer of RFQ
 - DEADLINE = Date until quotes can be sent to CVS
 - ITEMS = number of items in the RFQ
 - MESSAGES = number of messages sent related to the RFQ

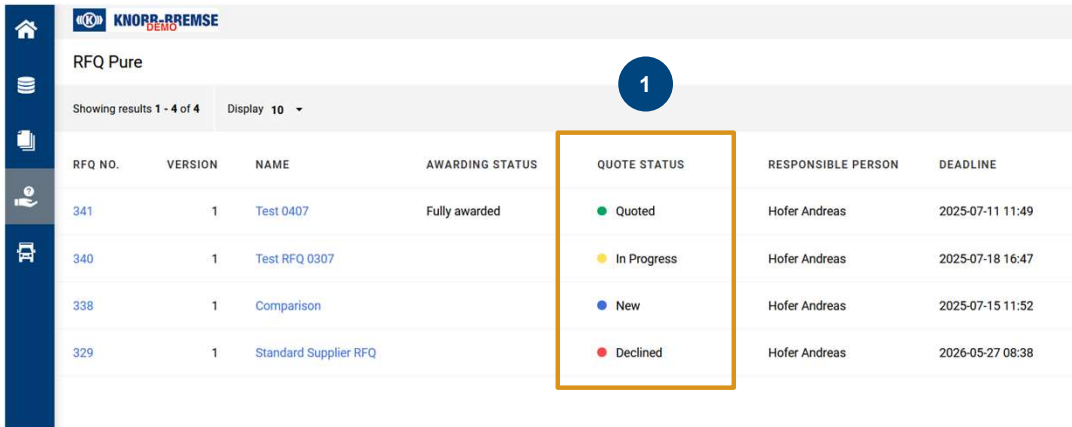
- RFQ Basics
- RFQ Overview
- Send Quote
- Decline Items
- Communication & Forwarding
- Support

■ RFQ – Request For Quotation

RFQ Overview

How to understand the quote status

Supplier View



| RFQ NO. | VERSION | NAME | AWARDING STATUS | QUOTE STATUS | RESPONSIBLE PERSON | DEADLINE |
|---------|---------|---------------------------------------|-----------------|--------------|--------------------|------------------|
| 341 | 1 | Test 0407 | Fully awarded | Quoted | Hofer Andreas | 2025-07-11 11:49 |
| 340 | 1 | Test RFQ 0307 | | In Progress | Hofer Andreas | 2025-07-18 16:47 |
| 338 | 1 | Comparison | | New | Hofer Andreas | 2025-07-15 11:52 |
| 329 | 1 | Standard Supplier RFQ | | Declined | Hofer Andreas | 2026-05-27 08:38 |

How to understand the quote status

1. The following quote status exist:

- **New** – new RFQ, not seen
- **In Progress** – RFQ seen but not quoted yet
- **Quoted** – Quote sent back to CVS
- **Declined** – RFQ declined
- **Cancelled** – RFQ cancelled by CVS
- **Expired** – RFQ expired, no quote sent back

RFQ Basics

RFQ Overview

Send Quote

Decline Items

Communication &
Forwarding

Support

■ RFQ – Request For Quotation

RFQ Overview

How to access an RFQ

| KNORR-BREMSE | | | | | | | | |
|--|---------|-----------------------|------------------|--------------|-------------------|------------------|-------|----------|
| RFQ Pure | | | | | | | | |
| Showing results 1 - 6 of 10 Display 10 | | | | | | | | |
| RFQ NO. | VERSION | NAME | AWARDING STAT... | QUOTE STATUS | RESPONSIBLE PE... | DEADLINE | ITEMS | MESSAGES |
| 342 | 2 | Training Documents | Fully awarded | Quoted | Hofer Andreas | 2025-07-21 15:00 | 2 | 0 |
| 342 | 1 | Training Documents | Fully awarded | Quoted | Hofer Andreas | 2025-07-21 15:00 | 2 | 0 |
| 341 | 1 | Test 0407 | Fully awarded | Quoted | Hofer Andreas | 2025-07-11 11:49 | 1 | 0 |
| 340 | 1 | Test RFQ 0307 | In Progress | | Hofer Andreas | 2025-07-18 16:47 | 1 | 0 |
| 338 | 1 | Comparison | New | | Hofer Andreas | 2025-07-15 11:52 | 1 | 0 |
| 329 | 1 | Standard Supplier ... | Declined | | Hofer Andreas | 2026-05-27 08:38 | 1 | 0 |

Supplier View

How to access an RFQ

1. RFQs can be accessed by clicking either on the RFQ number (RFQ NO.), on the Name (NAME) (both blue marked) or on the “Folder” or “Pen” icon to the right of an RFQ.

- RFQ Basics
- RFQ Overview
- Send Quote
- Decline Items
- Communication & Forwarding
- Support

■ RFQ – Request For Quotation

RFQ Overview

How to modify the display in the RFQ overview

KNORR-BREMSE

RFQ Pure

Showing results 1 - 4 of 4

Display 10

1 of 1

| RFQ N... | VERSI... | BIDDING STATUS | QUOTE STATUS | RESPONSIBLE PER... | DEADLINE | ITEMS | MESSAGES |
|----------|----------|------------------------|--------------|--------------------|------------------|-------|----------|
| 341 | 1 | Fully awarded | Quoted | Hofer Andreas | 2025-07-11 11:49 | 1 | 0 |
| 340 | 1 | | In Progress | Hofer Andreas | 2025-07-18 16:47 | 1 | 0 |
| 338 | 1 | Comparison | New | Hofer Andreas | 2025-07-15 11:52 | 1 | 0 |
| 329 | 1 | Standard Supplier R... | Declined | Hofer Andreas | 2026-05-27 08:38 | 1 | 0 |

How to modify the display in the RFQ overview

1. In the RFQ overview, 10 RFQs are shown by default on the first page. By clicking on the dropdown field, it can be changed up to 100. The setting is saved for the current view.

Supplier View

RFQ Basics

RFQ Overview

Send Quote

Decline Items

Communication & Forwarding

Support

■ RFQ – Request For Quotation

RFQ Overview

How to search for an RFQ

RFQ Pure

Showing results 1 - 6 of 6 Display 10

| RFQ ... | VERS... | NAME | AWARDING STAT... | QUOTE STATUS | RESPONSIBLE PE... | DEADLINE | ITEMS | MESSAGES |
|---------|---------|-----------------------|------------------|--------------|-------------------|-------------------|-------|----------|
| 342 | 2 | Training Documents | Fully awarded | Quoted | Hofer Andreas | 2025-07-21 15:00 | 2 | 0 |
| 342 | 1 | Training Documents | Fully awarded | Quoted | Hofer Andreas | 2025-07-21 15:00 | 2 | 0 |
| 341 | 1 | Test 0407 | Fully awarded | Quoted | Hofer Andreas | 2025-07-11 11:... | 1 | 0 |
| 340 | 1 | Test RFQ 0307 | In Progress | In Progress | Hofer Andreas | 2025-07-18 16:47 | 1 | 0 |
| 338 | 1 | Comparison | New | New | Hofer Andreas | 2025-07-15 11:52 | 1 | 0 |
| 329 | 1 | Standard Supplier ... | Declined | Declined | Hofer Andreas | 2026-05-27 08:38 | 1 | 0 |

RFQ Pure

Showing results 1 - 2 of 2 Display 10

| RFQ ... | VERS... | NAME | AWARDING STAT... | QUOTE STATUS | RESPONSIBLE PE... | DEADLINE | ITEMS | MESSAGES |
|---------|---------|---------------|------------------|--------------|-------------------|-------------------|-------|----------|
| 341 | 1 | Test 0407 | Fully awarded | Quoted | Hofer Andreas | 2025-07-11 11:... | 1 | 0 |
| 340 | 1 | Test RFQ 0307 | In Progress | In Progress | Hofer Andreas | 2025-07-18 16:47 | 1 | 0 |

Supplier View

How to search for an RFQ

1. In the upper right corner, there is a filter icon and a magnifying glass. By clicking on the magnifying glass, it is possible to search for RFQs.
2. A search field opens. Type in your search and press "Enter".
3. Only matching RFQs are displayed.
4. Remove the filter by clicking on the "X".

RFQ Basics

RFQ Overview

Send Quote

Decline Items

Communication & Forwarding

Support

■ RFQ – Request For Quotation

RFQ Overview

RFQ Filter

RFQ Pure

Showing results 1 - 6 of 6 Display 10

| RFQ N... | VERS... | NAME | AWARDING STAT... | QUOTE STATUS | RESPONSIBLE PE... | DEADLINE | ITEMS |
|----------|---------|--------------------|------------------|--------------|-------------------|-------------------|-------|
| 342 | 2 | Training Documents | Fully awarded | Quoted | Hofer Andreas | 2025-07-21 15:00 | 2 |
| 342 | 1 | Training Documents | Fully awarded | Quoted | Hofer Andreas | 2025-07-21 15:00 | 2 |
| 341 | 1 | Test 0407 | Fully awarded | Quoted | Hofer Andreas | 2025-07-11 11:... | 1 |
| 340 | 1 | Test RFQ 0307 | In Progress | In Progress | Hofer Andreas | 2025-07-18 16:47 | 1 |
| 338 | 1 | Comparison | New | New | Hofer Andreas | 2025-07-15 11:52 | 1 |

1

☒ All
☐ Mine
☒ New
☒ In Progress
☒ Quoted
☒ Declined
☒ Expired
☒ Cancelled

Apply

RFQ Pure

Showing results 1 - 2 of 2 Display 10

| RFQ N... | VERS... | NAME | AWARDING STATUS | QUOTE STATUS | RESPONSIBLE PER... | DEADLINE | MESSAGES |
|----------|---------|---------------|-----------------|--------------|--------------------|------------------|----------|
| 340 | 1 | Test RFQ 0307 | In Progress | In Progress | Hofer Andreas | 2025-07-... | 0 |
| 338 | 1 | Comparison | New | New | Hofer Andreas | 2025-07-15 11:52 | 0 |

2

☐ All
☒ Mine
☒ New
☒ In Progress
☐ Quoted
☐ Declined
☐ Expired
☐ Cancelled

Apply

3

Supplier View

RFQ Filter

1. By clicking on the “Filter” icon the overview can be filtered after the responsibility (All vs. Mine) and by the state of the RFQ (All vs single entries).
2. De-select not relevant quote states and click on “Apply”.
3. The list of RFQs shown is limited to the filter applied.

RFQ Basics

RFQ Overview

Send Quote

Decline Items

Communication & Forwarding

Support

Send Quote

In this chapter we will see...

- Quote and Send Back
- Quote with Excel CBD
- Quote with Excel CBD – multipos

- RFQ – Request For Quotation

Quote and Send Back

Use Case Overview

Overview

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Confirmation

Successfully Quoted

Name

Training Document Screws

Quoted by

AH

RFQ No.

343

Quote Date

2025-07-11 15:16

Deadline

2025-07-18 12:00

Offer Number

123321

Total Price Offer

500,00 EUR

2

Approved Items

0

Declined Items


Use Case Description

You received an email with a request for quotation.

RFQ process: quote and send back

Notes

| |
|---------------------------------|
| RFQ Basics |
| Send Quote |
| Quote and Send Back |
| Quote with Excel CBD |
| Quote with Excel CBD – multipos |
| Decline Items |
| Communication & Forwarding |
| Support |

 **KNORR-BREMSE**

JAGGAER Connect CVS | July 2025 16

■ RFQ – Request For Quotation

Quote and Send Back

You received an email with a request for quotation

Dear Sir or Madam,

Herewith you receive an inquiry for the following part numbers:
204805065 - Screw [n/a]
2911062244 - Hex Screw [n/a]

Projectname: Training Document Screws, 343,

Please use the link to deal with the inquiry.

Link: <https://demo.app11.jaggaer.com/rfq/index.php?lang=eng&controller=quote&type=rfq&id=150496&cid=29190>

Please use your login data to see the RfQ details.

Offer deadline: 2025-07-18 12:00 (Europe/Berlin)

If you have any questions, please don't hesitate to contact us.


Best Regards

Smith, John
--
Knorr-Bremse

Phone:
mailto: john.smith@knorr-bremse.com
<http://www.knorr-bremse.com>

Questions? We are happy to help!

Reach out to us

 Knorr-Bremse Group

IMPRINT ABOUT US DATA PRIVACY

 **KNORR-BREMSE**

Username

Password

Login

© 1999-2023 JAGGAER

When you use our Solution, we process your personal information as described in our Service [Privacy Policy](#)

[I forgot my password](#)

Supplier View

You received an email with a request for quotation

1. Click on the link provided in the email that you received from JAGGAER Connect with the header "Invitation for the RFQ: *RFQ Name*, *RFQ No.* (*Company Name*)" from no-reply@app11.jaggaer.com.
2. Login with your credentials provided in the email or received when the account got created.

RFQ Basics

Send Quote

Quote and Send Back

Quote with Excel CBD

Quote with Excel CBD – multipos

Decline Items

Communication & Forwarding

Support

■ RFQ – Request For Quotation

Quote and Send Back

Login and open the RFQ

The top screenshot shows the 'Participation' screen for RFQ 343. The interface includes a navigation bar with tabs: 1 PARTICIPATION, 2 GENERAL, 3 QUOTE, and 4 REVIEW. The 'Participation' section displays 'GENERAL INFORMATION' with links to 'Purchasing - Confidentiality Agreement' and 'Purchasing - General Terms and Conditions of Purchasing an...'. A blue circle with the number '1' is positioned over the 'Accept' button in the top right corner.

The bottom screenshot shows the 'Supplier Portal Dashboard' for Andreas Hofer from Training Inc. The dashboard includes a 'Tasks & Documents' section with a table of RFQS. A blue circle with the number '2' is positioned over the 'RFQS' table. The table lists RFQs with columns for RFQ no., RFQ name, RFQ version, Status, and Deadline. RFQ 343 is highlighted with a blue box and has a 'Running' status.

| RFQ no. | RFQ name | RFQ version | Status | Deadline |
|---------|---------------------------|-------------|----------|------------------|
| 343 | Training Document Scre... | 1 | Running | 2025-07-18 12:00 |
| 342 | Training Documents | 1 | Done | 2025-07-21 15:00 |
| 342 | Training Documents | 2 | Done | 2025-07-21 15:00 |
| 341 | Test 0407 | 1 | Checking | 2025-07-11 11:49 |
| 340 | Test RFQ 0307 | 1 | Running | 2025-07-18 16:47 |

Supplier View

Login and open the RFQ

1. If you have used the link from the email, you will land directly in the RFQ.
2. Alternatively, you can login to the portal, click on the "Tasks & Documents" tab and click on the latest RFQ received in the RFQS box.
3. A new tab opens starting with "Participation", which is the exact same as described in step 1, with the only difference that you did not land directly in the RFQ.

RFQ Basics

Send Quote

Quote and Send Back

Quote with Excel CBD

Quote with Excel CBD – multipos

Decline Items

Communication & Forwarding

Support

■ RFQ – Request For Quotation

Quote and Send Back

Quote and send back – I. Participation

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Training Document Screws · 343

← Decline Accept

1 PARTICIPATION 2 GENERAL 3 QUOTE 4 REVIEW

Participation

GENERAL INFORMATION

- Purchasing - Confidentiality Agreement
- Purchasing - General Terms and Conditions of Purchasing an...
- Quality - Feasibility Agreement
- Quality - Quality Management Program for Procurement 2008
- Administration - BSFB Terms & Conditions
- Administration - Supplier Project Performance Evaluation
- Purchasing - PI TSR-20-10-xx Standard Terms and Conditions...
- Administration - Supplier Detailed Manual rev 1.2
- Administration - Master Supply Agreement (MSA)

MESSAGES

Supplier View

Quote and send back – I. Participation

1. Read and/or download the documents to proceed with the quotation and click on “Accept” in the upper right corner to proceed with the RFQ.

Note: Clicking “Decline” means you are rejecting the RFQ.

RFQ Basics

Send Quote

Quote and Send Back

Quote with Excel CBD

Quote with Excel CBD – multipos

Decline Items

Communication & Forwarding

Support

■ RFQ – Request For Quotation

Quote and Send Back

Quote and send back – II. General

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Training Document Screws - 343

←

Previous

Next

PARTICIPATION

GENERAL

QUOTE

REVIEW

CONTACT INFORMATION

BUYER

Smith, John

john.smith@knorr-bremse.com

TECHNICAL CONTACT

General

QUOTATION SETTINGS

Currency

EUR

Payment conditions

8016 (SUPP - 60 DAYS FROM INV DATE NET)

Delivery Conditions

CFR (Costs and freight)

Delivery address

FF32

OTHER DETAILS

Files

Drag and Drop files or Browse

Comments

MESSAGES

Supplier View

Quote and send back – II. General

1. Read general terms and conditions and click on “Next”; Optionally: leave a comment regarding this quote on head level here at the bottom.

| |
|---------------------------------|
| RFQ Basics |
| Send Quote |
| Quote and Send Back |
| Quote with Excel CBD |
| Quote with Excel CBD – multipos |
| Decline Items |
| Communication & Forwarding |
| Support |

- RFQ – Request For Quotation

Quote and Send Back

Quote and send back – III. Quote

Supplier View

The screenshot shows the 'QUOTE' tab in the Supplier View. The table lists items with columns: MATERIAL NAME, REQUIRED, STATUS, FILES, QUANTITY, UNIT, UNIT PRICE, PRICE UNIT, TOTAL PRICE, and ITEM PLANT. Two items are listed: 'Screw' and 'Hex Screw'. Both are marked as 'REQUIRED' (X) and 'Open' (blue dot). The 'Screw' item has a quantity of 10,000 and a unit price of 1. The 'Hex Screw' item has a quantity of 5,000 and a unit price of 1. The item plant for both is '1054 - KNORR-BR...'.

| MATERIAL NAME | REQUIRED | STATUS | FILES | QUANTITY | UNIT | UNIT PRICE | PRICE UNIT | TOTAL PRICE | ITEM PLANT |
|---------------|----------|--------|-------|----------|------|------------|------------|-------------|--------------------|
| Screw | X | Open | 0 | 10,000 | PC | | 1 | | 1054 - KNORR-BR... |
| Hex Screw | X | Open | 0 | 5,000 | PC | | 1 | | 1054 - KNORR-BR... |

Quote and send back – III. Quote

Find below details on the displayed information:

- MATERIAL NAME = name of the requested material
- REQUIRED = if an item is required, it means that you must send a quote for the item, otherwise you cannot quote for the other items in this RFQ. An “X” means that this item is not required.
- STATUS = current quote status per item
- FILES = item specific files attached
- QUANTITY = requested quantity
- UNIT = item unit
- UNIT PRICE = price offered
- PRICE UNIT = quantity unit of the price requested
- TOTAL PRICE = price offered multiplied by quantity
- ITEM PLANT = Plant requesting the item

RFQ Basics

Send Quote

Quote and Send Back

Quote with Excel CBD

Quote with Excel CBD – multipos

Decline Items

Communication & Forwarding

Support

■ RFQ – Request For Quotation

Quote and Send Back

Quote and send back – III. Quote

Training Document Screws · 343

1

2

3

4

Save

Item Details

Item 1 of 2

Quote Details

Number
204805065

Name
Screw

Status
Open

Delivery Address
1054,
KNORR-BREMSE Werk München,
SN GmbH,
Dieselstraße 20,
85748 Garching Hochbrück,
DE

Files

QUOTE

Price Unit: (int)*
1

Price Break 10000*
e.g. 1.000,00 EUR / 1 PC

ADDITIONAL INFORMATION

Comment

Prefill Identical Fields

None
On Next Item
On All Items

0,00 EUR
Total Price

Quantity
10.000

Unit Price
0,00 EUR

MESSAGES

Supplier View

Quote and send back – III. Quote

1. The quote tab provides an overview of items/materials requested for quotation.

2. Click on the blue marked material name to jump into the details of the requested item/material or click on the “Folder” icon to the right to open item details.

Note: On the left side item details are displayed. Optionally item related documents can be downloaded in the section “Files”. With the “Comment” field it is possible to leave an item related comment for CVS.

3. Perform your quote. Type in the price for the price unit given/selected.

Note: You may need to download an excel file for the CBD and upload the maintained file again (see use case “Quote with excel CBD”).

4. When the quote is done, click on “Save” in the upper right corner.

RFQ Basics

Send Quote

Quote and Send Back

Quote with Excel CBD

Quote with Excel CBD – multipos

Decline Items


Communication &
Forwarding

Support

■ RFQ – Request For Quotation

Quote and Send Back

Quote and send back – IV. Review



Training Document Screws · 343

1
2
Send

Accepted Items

| # | MATERIAL NO. | MATERIAL NAME | ITEM PLANT | COMMENT | QUANTITY | PRICE UNIT | UNIT | UNIT PRICE | TOTAL |
|---|--------------|---------------|----------------------------------|---------|----------|------------|------|------------|------------|
| 1 | 204805065 | Screw | 1054 - KNORR-BREMSE Werk München | | 10.000 | 100 | PC | 0,03 EUR | 300,00 EUR |
| 2 | 2911062244 | Hex Screw | 1054 - KNORR-BREMSE Werk München | | 5.000 | 1 | PC | 0,04 EUR | 200,00 EUR |

500,00 EUR

500,00 EUR

Total Price Offer

Quoted Items 2 / 2

Deadline 2025-07-18 12:00

Quote Details

Comment

Delivery address to be checked

MESSAGES

Send Quote

Offer Number

e.g. 2963102

Sign

Enter your sign

Are you sure, that you would like to submit the quotation? After sending the quotation back you will not be able to alter it anymore!

Cancel Send

3

4

Supplier View

Quote and send back – IV. Review

1. The “Review” tab provides an overview of quotes done.
2. By clicking on “Send” in the upper right corner the quotation is finished.
3. A window opens with an offer number to be maintained optionally.
4. Confirm the quote by clicking on “Send” to send it to CVS.

Note: If the quotation contains more than 1 item, you will be led to the next item upon completing the quotation for the first item. After quotation of all items, a review of all quotes is offered.

If you have left a comment regarding this quote on head level, it will be displayed in the “Review” tab on the lower right side.

RFQ Basics

Send Quote

Quote and Send Back

Quote with Excel CBD

Quote with Excel CBD – multipos

Decline Items

Communication & Forwarding

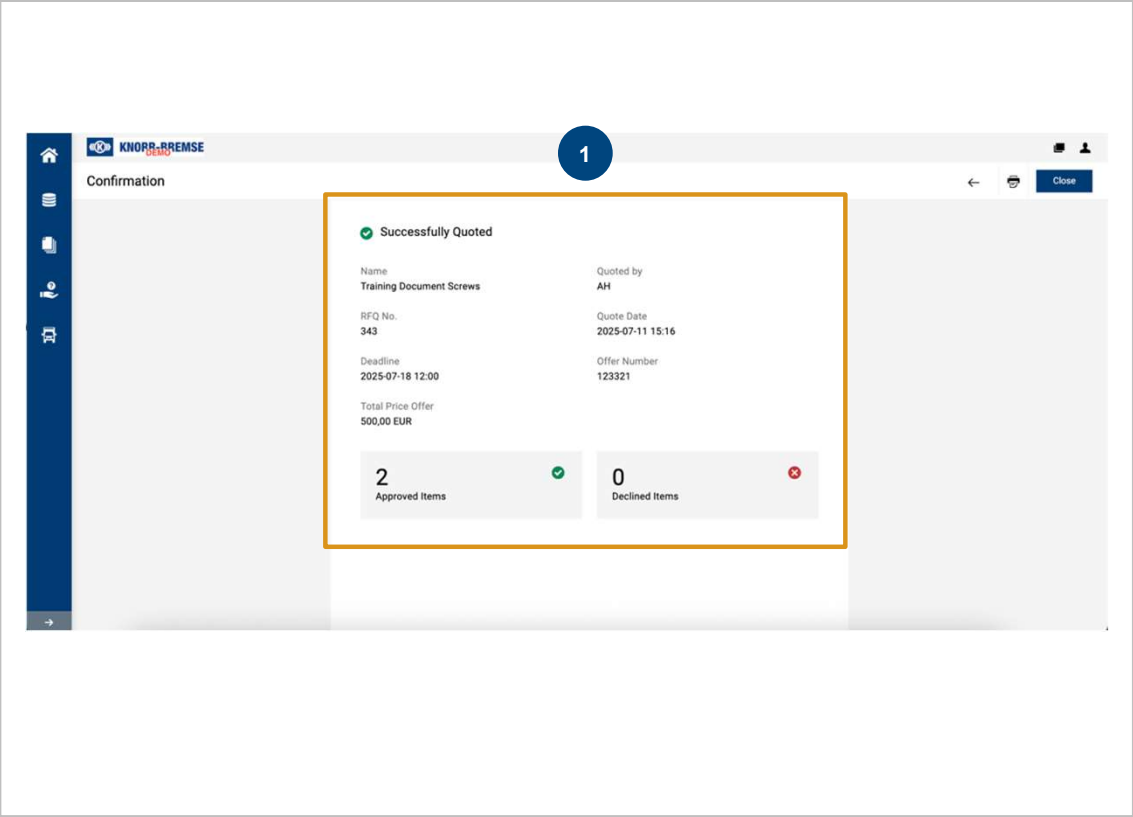
Support

- RFQ – Request For Quotation

Quote and Send Back

Quote and send back – V. Confirmation

Supplier View



Quote and send back – V. Confirmation

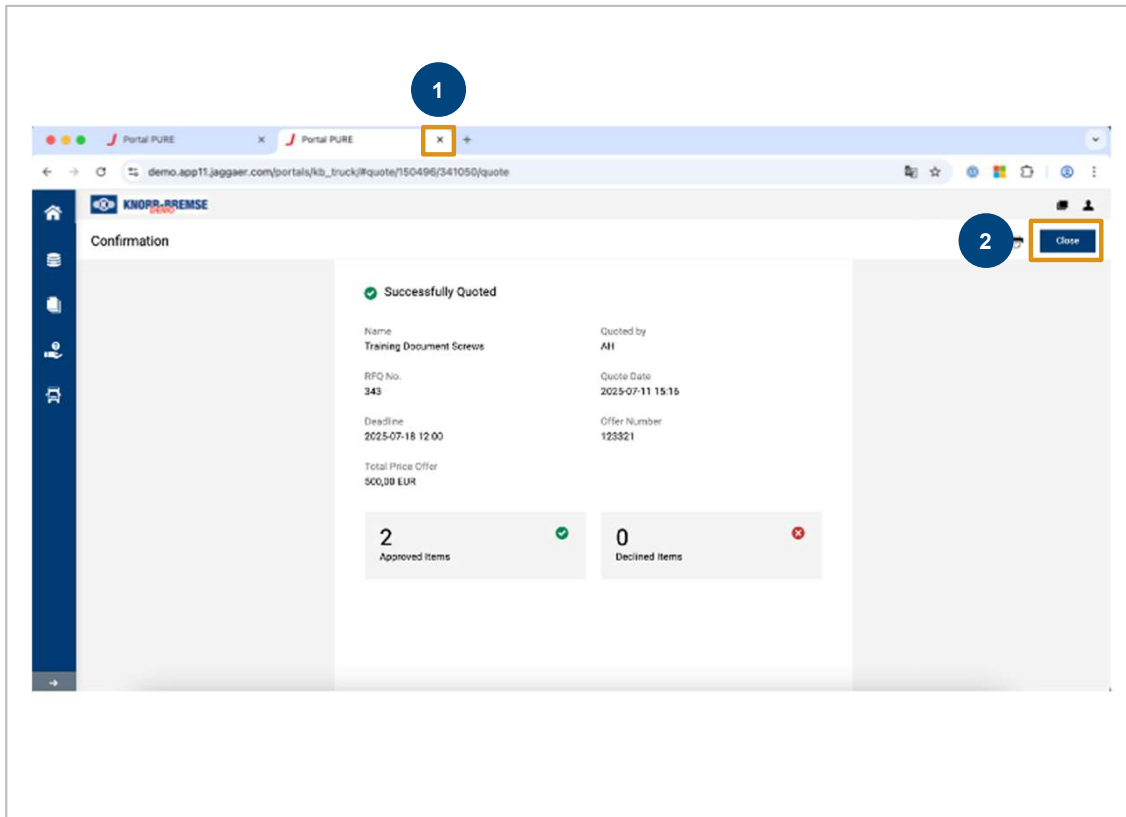
1. Upon sending the RFQ to CVS, a confirmation and summary of the quotation is displayed.

| |
|---------------------------------|
| RFQ Basics |
| Send Quote |
| Quote and Send Back |
| Quote with Excel CBD |
| Quote with Excel CBD – multipos |
| Decline Items |
| Communication & Forwarding |
| Support |

■ RFQ – Request For Quotation

Quote and Send Back

Quote and send back – VI. Process ends



Supplier View

Quote and send back – VI. Process ends

1. Close the RFQ/the window.
2. For supplier portal users: Click on "Close" to go back to the overview of all RFQs.

RFQ Basics

Send Quote

Quote and Send Back

Quote with Excel CBD

Quote with Excel CBD – multipos

Decline Items

Communication & Forwarding

Support

- RFQ – Request For Quotation

Quote with Excel CBD

Use Case Overview

Overview

KNORR-BREMSE

Confirmation

Successfully Quoted

Name

Training Document Screws

RFQ No.

343

Deadline

2025-07-18 12:00

Total Price Offer

500,00 EUR

Quoted by

AH

Quote Date

2025-07-11 15:16

Offer Number

123321

2

Approved Items

0

Declined Items


Use Case Description

You received a request for quotation using an excel CBD for submitting costs per item.

Quote with excel CBD for each item

Notes

| |
|---------------------------------|
| RFQ Basics |
| Send Quote |
| Quote and Send Back |
| Quote with Excel CBD |
| Quote with Excel CBD – multipos |
| Decline Items |
| Communication & Forwarding |
| Support |

 KNORR-BREMSE

JAGGAER Connect CVS | July 2025 26

■ RFQ – Request For Quotation

Quote with Excel CBD

How to quote with excel CBD – I. Open RFQ

Dear Sir or Madam,

Herewith you receive an inquiry for the following part numbers:
204805065 - Screw [n/a]
2911062244 - Hex Screw [n/a]

Projectname: Training Document Screws, 343,

Please use the link to deal with the inquiry.

Link: <https://demo.app11.jaggaer.com/rfq/index.php?lang=eng&controller=quote&type=rfq&id=150496&cid=29190>

Please use your login data to see the RFQ details.

Offer deadline: 2025-07-18 12:00 (Europe/Berlin)

If you have any questions, please don't hesitate to contact us.


Best Regards

Smith, John
--
Knorr-Bremse


Phone:
mailto: john.smith@knorr-bremse.com
<http://www.knorr-bremse.com>

Questions? We are happy to help!

Reach out to us

 Knorr-Bremse Group

IMPRINT ABOUT US DATA PRIVACY

 **KNORR-BREMSE**

Username
Password

Login

© 1999-2023 JAGGAER

When you use our Solution, we process your personal information as described in our Service [Privacy Policy](#)

[I forgot my password](#)

Supplier View

How to quote with an excel CBD

Quote with excel CBD – I. Open RFQ:

1. Click on the link provided in the email that you received from JAGGAER Connect with the header “Invitation for the RFQ: *RFQ Name*, *RFQ No.* (*Company Name*)” from no-reply@app11.jaggaer.com.
2. Login with your credentials provided in the email or received when the account got created.

| |
|---------------------------------|
| RFQ Basics |
| Send Quote |
| Quote and Send Back |
| Quote with Excel CBD |
| Quote with Excel CBD – multipos |
| Decline Items |
| Communication & Forwarding |
| Support |

■ RFQ – Request For Quotation

Quote with Excel CBD

How to quote with excel CBD – Open RFQ

KNORR-BREMSE

Training Document Screws - 343

1 PARTICIPATION 2 GENERAL 3 QUOTE 4 REVIEW

Participation

GENERAL INFORMATION

Purchasing - Confidentiality Agreement

Purchasing - General Terms and Conditions of Purchasing an...

1

KNORR-BREMSE

Supplier Portal Dashboard - Welcome, Andreas Hofer from Training Inc. | Partner no. 000004324

Please fill out remaining profile information

General Tasks & Documents

ORDERS

No entries found.

RFQS

| RFQ no. | RFQ name | RFQ version | Status | Deadline |
|---------|--------------------------|-------------|----------|------------------|
| 343 | Training Document Screws | 1 | Running | 2025-07-18 12:00 |
| 342 | Training Documents | 1 | Done | 2025-07-21 15:00 |
| 342 | Training Documents | 2 | Done | 2025-07-21 15:00 |
| 341 | Test 0407 | 1 | Checking | 2025-07-11 11:49 |
| 340 | Test RFQ 0307 | 1 | Running | 2025-07-18 16:47 |

(0) More

ORDER LIST

RFQS

ACTIONS

DOCUMENTS

Supplier View

How to quote with an excel CBD

Quote with excel CBD – Open RFQ:

1. If you have used the link from the email, you will land directly in the RFQ.
2. Alternatively, you can login to the portal, click on the “Tasks & Documents” tab and click on the latest RFQ received in the RFQS box.
3. A new tab opens starting with “Participation”, which is the exact same as described in step 1, with the only difference that you did not land directly in the RFQ.

RFQ Basics

Send Quote

Quote and Send Back

Quote with Excel CBD

Quote with Excel CBD – multipos

Decline Items

Communication & Forwarding

Support

■ RFQ – Request For Quotation

Quote with Excel CBD

How to quote with excel CBD – I. Participation

KNORR-BREMSE

Training Document Screws · 343

← Decline Accept

1 PARTICIPATION 2 GENERAL 3 QUOTE 4 REVIEW

Participation

GENERAL INFORMATION

- Purchasing - Confidentiality Agreement
- Purchasing - General Terms and Conditions of Purchasing an...
- Quality - Feasibility Agreement
- Quality - Quality Management Program for Procurement 2008
- Administration - BSFB Terms & Conditions
- Administration - Supplier Project Performance Evaluation
- Purchasing - PI TSR-20-10-xx Standard Terms and Conditions...
- Administration - Supplier Detailed Manual rev 1.2
- Administration - Master Supply Agreement (MSA)

MESSAGES

Supplier View

How to quote with an excel CBD

Quote with excel CBD – I. Participation:

1. Read and/or download the documents to proceed with the quotation and click on “Accept” in the upper right corner to proceed with the RFQ.

Note: Clicking “Decline” means you are rejecting the RFQ.

RFQ Basics

Send Quote

Quote and Send Back

Quote with Excel CBD

Quote with Excel CBD – multipos

Decline Items

Communication & Forwarding

Support

- RFQ – Request For Quotation

Quote with Excel CBD

How to quote with excel CBD – II. General

KNORR-BREMSE
Training Document Screws - 343

PARTICIPATION GENERAL QUOTE REVIEW

Contact Information

BUYER
Smith, John
john.smith@knorr-bremse.com

TECHNICAL CONTACT

General

QUOTATION SETTINGS

Currency
EUR

Payment conditions
8016 (SUPP - 60 DAYS FROM INV DATE NET)

Delivery Conditions
CFR (Costs and freight)

Delivery address
FF32

OTHER DETAILS

Files
Drag and Drop files or [Browse](#)

Comments

MESSAGES

1

Supplier View

How to quote with an excel CBD

Quote with excel CBD – II. General:

1. Read general terms and conditions and click on “Next”; Optionally: leave a comment regarding this quote on head level here at the bottom.

RFQ Basics

Send Quote

Quote and Send Back

Quote with Excel CBD

Quote with Excel CBD – multipos

Decline Items

Communication & Forwarding

Support

■ RFQ – Request For Quotation

Quote with Excel CBD

How to quote with excel CBD – III. Quote

Training Document Screws · 343

1

| MATERIAL NAME | REQUIRED | STATUS | FILES | QUANTITY | UNIT | UNIT PRICE | PRICE UNIT | TOTAL PRICE | ITEM PLANT |
|---------------|----------|--------|-------|----------|------|------------|------------|-------------|--------------------|
| Screw | × | Open | 0 | 10.000 | PC | | 1 | | 1054 - KNORR-BR... |
| Hex Screw | × | Open | 0 | 5.000 | PC | | 1 | | 1054 - KNORR-BR... |

2

Training Document Screws · 343

Cancel Decline Save

2

Item Details

Item 1 of 1

Quote Details

QUOTE

Export

Export Excel File

3

Import*

Drag and Drop file or Browse

ADDITIONAL INFORMATION

Comment

MESSAGES

Supplier View

How to quote with an excel CBD

Quote with excel CBD – III. Quote:

1. The quote tab provides an overview of items/materials requested for quotation.
2. Click on the blue marked material name to jump into the details of the requested item/material or click on the “Folder” icon to the right to open item details.

Note: On the left side item details are displayed. Optionally item related documents can be downloaded in the section “Files”. With the “Comment” field it is possible to leave an item related comment for CVS.

3. In the middle of the page below “Export”, an excel file (for quotation) can be downloaded. Click on “Export Excel File” for item related information and prices.

RFQ Basics

Send Quote

Quote and Send Back

Quote with Excel CBD

Quote with Excel CBD – multipos

Decline Items

Communication & Forwarding

Support

■ RFQ – Request For Quotation

Quote with Excel CBD

How to quote with excel CBD – III. Quote

1

Report created

Download file:
P4T_excel_quotation_r11603_v1_l5635078_q3865380.xls (526 Kb)

2

Cost Breakdown Sheet

KNORR-BREMSE

3

Import*

Drag and Drop file or Browse

4

Save

Training Document Screws · 343

PARTICIPATION GENERAL QUOTE REVIEW

Item Details

Item 1 of 1

Quote Details

QUOTE

Export

Export Excel File

Import*

Drag and Drop file or Browse

ADDITIONAL INFORMATION

Item Details

Number
K154873

Name
Screw

Status
● Open

Category
Other

Delivery Address
1051,
KNORR-BREMSE Werk Aldersbach,
SIN GmbH,
Knorrstrasse 1,

Supplier View

How to quote with an excel CBD

Quote with excel CBD – III. Quote:

1. A new tab opens. Click on the file name to open/save it.
2. Fill in information/prices/costs. Careful, do not change rows/columns in the excel file - only add information/prices. Save the excel file.
3. After providing all relevant costs and information, import the file via drag and drop or browse. The excel file/CBD is uploaded immediately and displays either information about wrong inserted information/costs or states "Uploaded file has been successfully checked". If information/costs provided were wrong, please delete the old file, correct data and import the new file again.
4. Click on "Save" in the upper right corner to continue.

RFQ Basics

Send Quote

Quote and Send Back

Quote with Excel CBD

Quote with Excel CBD – multipos

Decline Items

Communication &
Forwarding

Support

■ RFQ – Request For Quotation

Quote with Excel CBD

How to quote with excel CBD – IV. Review

Supplier View

Training Document Screws · 343

1 2 Send

PARTICIPATION GENERAL QUOTE REVIEW

Accepted Items 500,00 EUR

| # | MATERIAL NO. | MATERIAL NAME | ITEM PLANT | COMMENT | QUANTITY | PRICE UNIT | UNIT | UNIT PRICE | TOTAL |
|---|--------------|---------------|----------------------------------|---------|----------|------------|------|------------|------------|
| 1 | 204805065 | Screw | 1054 - KNORR-BREMSE Werk München | | 10.000 | 100 | PC | 0,03 EUR | 300,00 EUR |
| 2 | 2911062244 | Hex Screw | 1054 - KNORR-BREMSE Werk München | | 5.000 | 1 | PC | 0,04 EUR | 200,00 EUR |

500,00 EUR
Total Price Offer

Quoted Items 2 / 2

Deadline 2025-07-18 12:00

Quote Details

Comment
Delivery address to be checked

MESSAGES

Send Quote

Offer Number
e.g. 2963102

Sign
Enter your sign

Are you sure, that you would like to submit the quotation? After sending the quotation back you will not be able to alter it anymore!

Cancel Send

3 4

How to quote with an excel CBD

Quote with excel CBD – IV. Review:

1. The “Review” tab provides an overview of quotes done.
2. By clicking on “Send” in the upper right corner the quotation is finished.
3. A window opens with an offer number to be maintained optionally.
4. Confirm the quote by clicking on “Send” to send it to CVS.

Note: If the quotation contains more than 1 item, you will be led to the next item upon completing the quotation for the first item. After quotation of all items, a review of all quotes is offered.

If you have left a comment regarding this quote on head level, it will be displayed in the “Review” tab on the lower right side.

RFQ Basics

Send Quote

Quote and Send Back

Quote with Excel CBD

Quote with Excel CBD – multipos

Decline Items

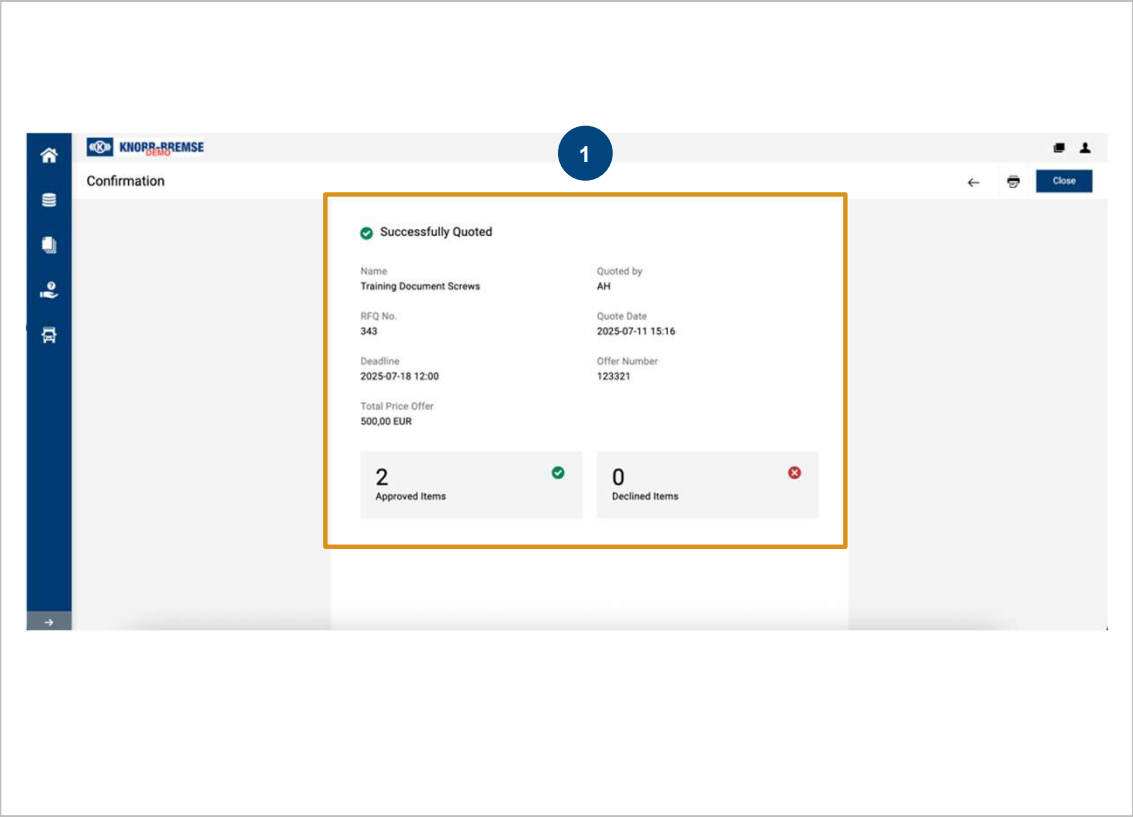
Communication & Forwarding

Support

Quote with Excel CBD

How to quote with excel CBD – V. Confirmation

Supplier View



How to quote with an excel CBD

Quote with excel CBD – V. Confirmation:

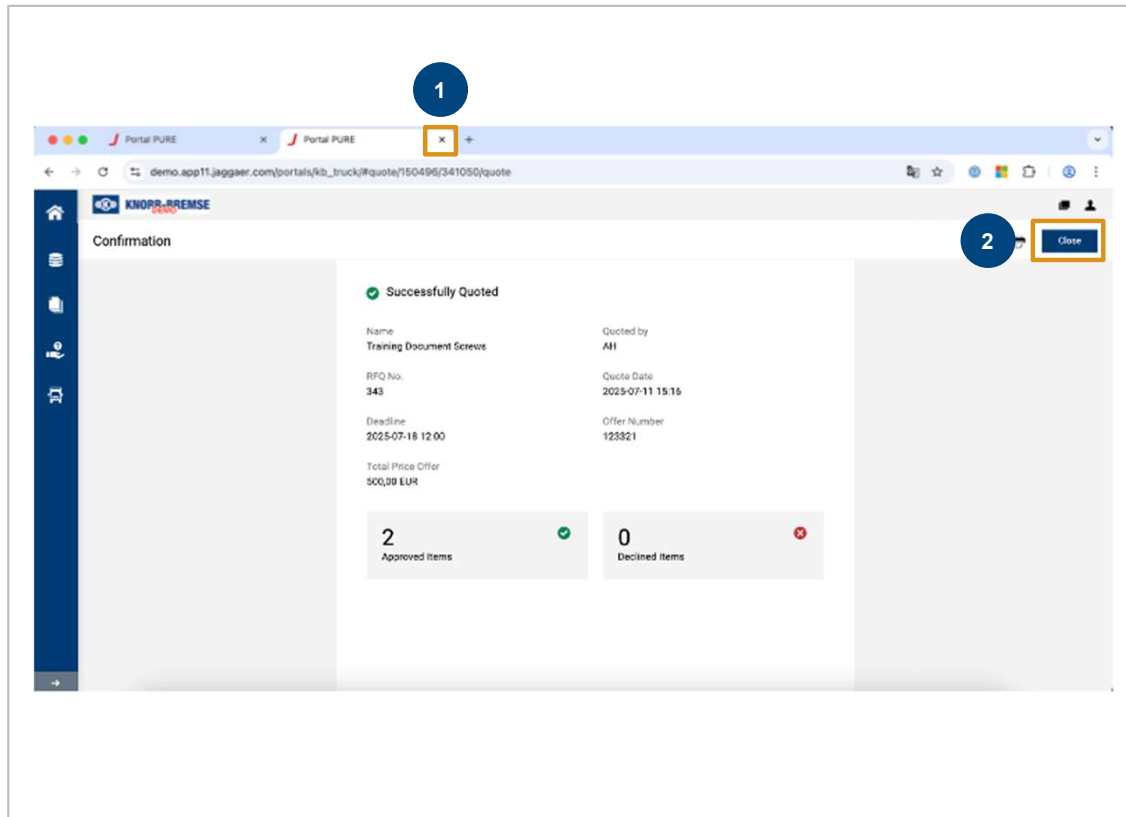
1. Upon sending the RFQ to CVS, a confirmation and summary of the quotation is displayed.

| |
|---------------------------------|
| RFQ Basics |
| Send Quote |
| Quote and Send Back |
| Quote with Excel CBD |
| Quote with Excel CBD – multipos |
| Decline Items |
| Communication & Forwarding |
| Support |

- RFQ – Request For Quotation

Quote with Excel CBD

How to quote with excel CBD – VI. Process ends



Supplier View

How to quote with an excel CBD

Quote with excel CBD – VI. Process ends:

1. Close the RFQ/the window.
2. For supplier portal users: Click on "Close" to go back to the overview of all RFQs.

RFQ Basics

Send Quote

Quote and Send Back

Quote with Excel CBD

Quote with Excel CBD – multipos

Decline Items

Communication & Forwarding

Support

- RFQ – Request For Quotation

Quote with Excel CBD – multipos

Use Case Overview

Overview

KNORR-BREMSE

Confirmation

Successfully Quoted

Name

Training Document Screws

Quoted by

AH

RFQ No.

343

Quote Date

2025-07-11 15:16

Deadline

2025-07-18 12:00

Offer Number

123321

Total Price Offer

500,00 EUR

2

Approved Items

0

Declined Items


Use Case Description

You received a request for quotation using one excel CBD for submitting costs for all items.

Quote with excel CBD for all items

Notes

| |
|---------------------------------|
| RFQ Basics |
| Send Quote |
| Quote and Send Back |
| Quote with Excel CBD |
| Quote with Excel CBD – multipos |
| Decline Items |
| Communication & Forwarding |
| Support |

 KNORR-BREMSE

JAGGAER Connect CVS | July 2025 36

■ RFQ – Request For Quotation

Quote with Excel CBD – multipos

How to quote with excel CBD – multipos – Open RFQ

Dear Sir or Madam,

Herewith you receive an inquiry for the following part numbers:
204805065 - Screw [n/a]
2911062244 - Hex Screw [n/a]

Projectname: Training Document Screws, 343,

Please use the link to deal with the inquiry.

Link: <https://demo.app11.jaggaer.com/rfq/index.php?lang=eng&controller=quote&type=rfq&id=150496&cid=29190>

Please use your login data to see the RFQ details.

Offer deadline: 2025-07-18 12:00 (Europe/Berlin)

If you have any questions, please don't hesitate to contact us.

Best Regards


Smith, John

Knorr-Bremse


Phone:
mailto: john.smith@knorr-bremse.com
<http://www.knorr-bremse.com>

Questions? We are happy to help!

Reach out to us

 Knorr-Bremse Group

IMPRINT ABOUT US DATA PRIVACY

**KNORR-BREMSE**
Username
Password

© 1999-2023 JAGGAER
When you use our Solution, we process your personal information as described in our Service [Privacy Policy](#)
[I forgot my password](#)

Supplier View

How to quote with an excel CBD

Quote with excel CBD (multipos) – Open RFQ:

1. Click on the link provided in the email that you received from JAGGAER Connect with the header “Invitation for the RFQ: *RFQ Name*, *RFQ No.* (*Company Name*)” from no-reply@app11.jaggaer.com.
2. Login with your credentials provided in the email or received when the account got created.

| |
|---------------------------------|
| RFQ Basics |
| Send Quote |
| Quote and Send Back |
| Quote with Excel CBD |
| Quote with Excel CBD – multipos |
| Decline Items |
| Communication & Forwarding |
| Support |

■ RFQ – Request For Quotation

Quote with Excel CBD – multipos

How to quote with excel CBD – multipos – Open RFQ

Top Screenshot: RFQ Process - Participation Step

Training Documents · 11639

1 PARTICIPATION 2 GENERAL 3 QUOTE 4 REVIEW

Participation

GENERAL INFORMATION

Purchasing - PI TSR-20-10-xx Standard Terms and Conditions ...

Administration - Cost Break Down (CBD) Supplier Manual [EN] *

Bottom Screenshot: Supplier Portal Dashboard

Supplier Portal Dashboard - Welcome, Andreas Hofer from Training Inc. | Partner no. 000004324

Please fill out remaining profile information

General Tasks & Documents

ORDERS

No entries found.

RFQS

| RFQ no. | RFQ name | RFQ version | Status | Deadline |
|---------|---------------------------|-------------|----------|------------------|
| 343 | Training Document Scre... | 1 | Running | 2025-07-18 12:00 |
| 342 | Training Documents | 1 | Done | 2025-07-21 15:00 |
| 342 | Training Documents | 2 | Done | 2025-07-21 15:00 |
| 341 | Test 0407 | 1 | Checking | 2025-07-11 11:49 |
| 340 | Test RFQ 0307 | 1 | Running | 2025-07-18 16:47 |

(0) More

Supplier View

How to quote with an excel CBD

Quote with excel CBD (multipos) – Open RFQ:

1. If you have used the link from the email, you will land directly in the RFQ.
2. Alternatively, you can login to the portal, click on the “Tasks & Documents” tab and click on the latest RFQ received in the RFQS box.
3. A new tab opens starting with “Participation”, which is the exact same as described in step 1, with the only difference that you did not land directly in the RFQ.

RFQ Basics

Send Quote

Quote and Send Back

Quote with Excel CBD

Quote with Excel CBD – multipos

Decline Items

Communication & Forwarding

Support

- RFQ – Request For Quotation

Quote with Excel CBD – multipos

How to quote with excel CBD – multipos – I. Participation

The screenshot displays the 'Supplier View' interface for a quote process. The top navigation bar includes a home icon, the 'KNORR-BREMSE' logo, and a breadcrumb trail: 'Training Documents · 11639'. Below this is a tabbed interface with four tabs: 'PARTICIPATION' (active), 'GENERAL', 'QUOTE', and 'REVIEW'. In the 'PARTICIPATION' tab, a 'Participation' section is visible, containing a 'GENERAL INFORMATION' subsection with four document links: 'Purchasing - PI TSR-20-10-xx Standard Terms and Conditions ...', 'Administration - Cost Break Down (CBD) Supplier Manual [EN] *', 'Administration - Supplier Detailed Manual rev 1.2 *', and 'Quality - [22] F TSR-20-10-xx Feasibility Agreement (FeA) (4.4...'. A blue circle with the number '1' is positioned next to this list. In the top right corner of the interface, there are two buttons: 'Decline' and 'Accept'. The 'Accept' button is highlighted with a blue circle and the number '1'. A 'MESSAGES' button is located at the bottom right of the main content area.

Supplier View

How to quote with an excel CBD

Quote with excel CBD (multipos) – I. Participation:

1. Read and/or download the documents to proceed with the quotation and click on “Accept” in the upper right corner to proceed with the RFQ.

Note: Clicking “Decline” means you are rejecting the RFQ.

RFQ Basics

Send Quote

Quote and Send Back

Quote with Excel CBD

Quote with Excel CBD – multipos

Decline Items

Communication & Forwarding

Support

- RFQ – Request For Quotation

Quote with Excel CBD – multipos

How to quote with excel CBD – multipos – II. General

Supplier View

Training Documents · 11639

PARTICIPATION GENERAL QUOTE REVIEW

Contact Information

BUYER
Smith, John
john.smith@knorr-bremse.com

General

QUOTATION SETTINGS

Currency
EUR

OTHER DETAILS

Comments

MESSAGES

How to quote with an excel CBD

Quote with excel CBD (multipos) – II. General:

1. Read general terms and conditions and click on “Next”; Optionally: leave a comment regarding this quote on head level here at the bottom.

RFQ Basics

Send Quote

Quote and Send Back

Quote with Excel CBD

Quote with Excel CBD – multipos

Decline Items

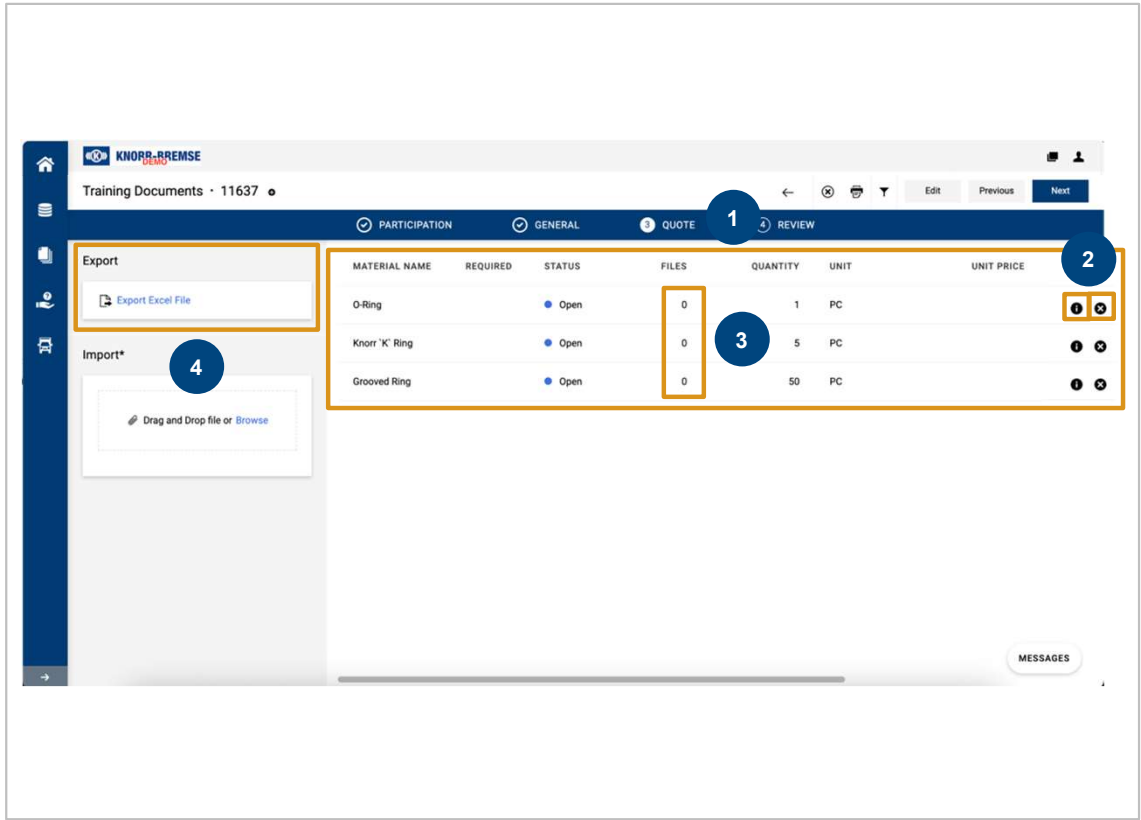
Communication & Forwarding

Support

■ RFQ – Request For Quotation

Quote with Excel CBD – multipos

How to quote with excel CBD – multipos – III. Quote



Supplier View

How to quote with an excel CBD

Quote with excel CBD (multipos) – III. Quote:

1. The quote tab provides an overview of items/materials requested.
2. To the right of each item an “Information” icon is found. You may need to scroll to the right to find the icon. Click on it to receive more information about the item. Close the window to jump back to the overview.
3. Item related documents can be accessed by clicking on the blue marked number in the “Files” column or by downloading all item related files when clicking on the button “Download Documents”.
4. At the left side of the quote overview, a section called “Export” can be found. Click on “Export Excel File” to provide information and prices for all items listed.

| |
|---------------------------------|
| RFQ Basics |
| Send Quote |
| Quote and Send Back |
| Quote with Excel CBD |
| Quote with Excel CBD – multipos |
| Decline Items |
| Communication & Forwarding |
| Support |

■ RFQ – Request For Quotation

Quote with Excel CBD – multipos

How to quote with excel CBD – multipos – III. Quote

1

Report created

Download file:
P4T_excel_quotation_r11603_v1_l5635078_q3865380.xls (526 Kb)

2

Cost Breakdown Sheet

3

Import*

Drag and Drop file or [Browse](#)

4

Next

| MATERIAL NAME | REQUIRED | STATUS | FILES | QUANTITY | UNIT | UNIT PRICE | PI |
|----------------|----------|--------|-------|----------|------|------------|----|
| O-Ring | | Open | 0 | 1 | PC | | |
| Knorr 'K' Ring | | Open | 0 | 5 | PC | | |
| Grooved Ring | | Open | 0 | 50 | PC | | |

Supplier View

How to quote with an excel CBD

Quote with excel CBD (multipos) – III. Quote:

1. A new tab opens. Click on the file name to open/save it.
2. Fill in information/prices/costs. Careful, do not change rows/columns in the excel file - only add information/prices. Save the excel file.
3. After providing all relevant costs and information, import the file in the import section via drag and drop or browse. The excel file/CBD is uploaded immediately and displays either information about wrong inserted information/costs or states "Uploaded file has been successfully checked". If information/costs provided were wrong, please delete the old file, correct data and import the new file again.
4. Click on "Save" in the upper right corner to continue.

RFQ Basics

Send Quote

Quote and Send Back

Quote with Excel CBD

Quote with Excel CBD – multipos

Decline Items

Communication & Forwarding

Support

■ RFQ – Request For Quotation

Quote with Excel CBD – multipos

How to quote with excel CBD – multipos – IV. Review

Declined Items

| # | MATERIAL NO. | MATERIAL NAME | ITEM PLANT | COMMENT | QUANTITY | PRICE UNIT | UNIT | UNIT PRICE | TOTAL |
|---|--------------|----------------|-----------------------------|---------|----------|------------|------|------------|---------|
| 1 | 14066310 | O-Ring | 1811 - KB Tech Center Truck | | 1 | 1 | PC | 18.000 | 18.000 |
| 2 | 454957 | Knorr 'K' Ring | 1811 - KB Tech Center Truck | | 5 | 1 | PC | 500 | 2.500 |
| 3 | 14058630 | Grooved Ring | 1811 - KB Tech Center Truck | | 50 | 1 | PC | 79,99 | 3.999,5 |

Summary: 24.499,5 EUR Total Price Offer

Quoted Items: 3 / 3

Deadline: 2025-07-31 23:59

Send Quote Dialog:

Offer Number: e.g. 2963102

Sign: Enter your sign

Are you sure, that you would like to submit the quotation? After sending the quotation back you will not be able to alter it anymore!

Buttons: Cancel, Send

Supplier View

How to quote with an excel CBD

Quote with excel CBD (multipos) – IV. Review:

1. The “Review” tab provides an overview of quotes done.
2. By clicking on “Send” in the upper right corner the quotation is finished.
3. A window opens with an offer number to be maintained optionally.
4. Confirm the quote by clicking on “Send” to send it to CVS.

Note: If the quotation contains more than 1 item, you will be led to the next item upon completing the quotation for the first item. After quotation of all items, a review of all quotes is offered.

If you have left a comment regarding this quote on head level, it will be displayed in the “Review” tab on the lower right side.

- RFQ Basics
- Send Quote
 - Quote and Send Back
 - Quote with Excel CBD
- Quote with Excel CBD – multipos
 - Decline Items
 - Communication & Forwarding
 - Support

- RFQ – Request For Quotation

Quote with Excel CBD – multipos

How to quote with excel CBD – multipos – V. Confirmation

Supplier View

The screenshot shows the 'Confirmation' screen in the KNORR-BREMSE Supplier View. A blue circle with the number '1' is in the top right corner. A central box contains the following information:

| Successfully Quoted | |
|------------------------------------|--------------------------------|
| Name Training Documents | Quoted by AH |
| RFQ No. 11639 | Quote Date 2025-07-17 11:29 |
| Deadline 2025-07-31 23:59 | Offer Number 1234 |
| Total Price Offer 24.499,50 EUR | |
| 3 Approved Items | 0 Declined Items |

How to quote with an excel CBD

Quote with excel CBD (multipos) – V. Confirmation:

1. Upon sending the RFQ to CVS, a confirmation and summary of the quotation is displayed.

RFQ Basics

Send Quote

Quote and Send Back

Quote with Excel CBD

Quote with Excel CBD – multipos

Decline Items

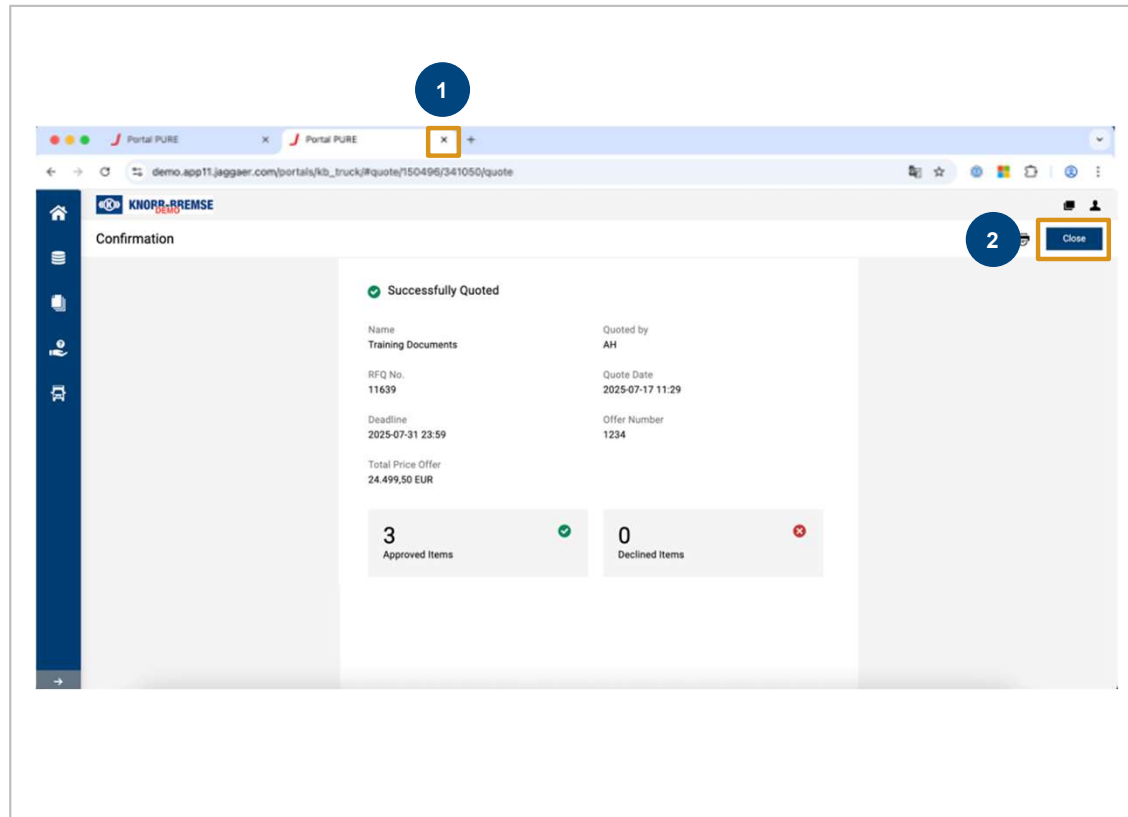
Communication & Forwarding

Support

■ RFQ – Request For Quotation

Quote with Excel CBD – multipos

How to quote with excel CBD – multipos – VI. Process ends



Supplier View

How to quote with an excel CBD

Quote with excel CBD (multipos) – VI.
Process ends:

1. Close the RFQ/the window.
2. For supplier portal users: Click on "Close" to go back to the overview of all RFQs.

RFQ Basics

Send Quote

Quote and Send Back

Quote with Excel CBD

Quote with Excel CBD – multipos

Decline Items

Communication &
Forwarding

Support

Decline Items

In this chapter we will see...

- Decline RFQ (All Items)
- Decline Single Items

- RFQ – Request For Quotation

Decline RFQ (All Items)

Overview

KNORR-BREMSE

Training Document Screws · 343

PARTICIPATION

GENERAL

QUOTE

REVIEW

| MATERIAL NAME | REQUIRED | STATUS | FILES | QUANTITY | UNIT | UNIT PRICE | PRICE UNIT | TOTAL PRICE | ITEM PLANT |
|---------------|----------|--------|-------|----------|------|------------|------------|-------------|--------------------|
| Screw | ✗ | ● Open | 0 | 10.000 | PC | | 1 | | 1054 - KNORR-BR... |
| Hex Screw | ✗ | ● Open | 0 | 5.000 | PC | | 1 | | 1054 - KNORR-BR... |

Decline all items

Reason*

Why are you declining all items?

Cancel

Decline


Use Case Description

You want to decline all items of the RFQ.

Decline all items of RFQ

Notes

| |
|----------------------------|
| RFQ Basics |
| Send Quote |
| Decline Items |
| Decline RFQ (All Items) |
| Decline Single Items |
| Communication & Forwarding |
| Support |

 KNORR-BREMSE

JAGGAER Connect CVS | July 2025 47

■ RFQ – Request For Quotation

Decline RFQ (All Items)

You received an email with a request for quotation

Dear Sir or Madam,

Herewith you receive an inquiry for the following part numbers:
204805065 - Screw [n/a]
2911062244 - Hex Screw [n/a]

Projectname: Training Document Screws, 343,

Please use the link to deal with the inquiry.

Link: <https://demo.app11.jaggaer.com/rfq/index.php?lang=eng&controller=quote&type=rfq&id=150496&cid=29190>

Please use your login data to see the RfQ details.

Offer deadline: 2025-07-18 12:00 (Europe/Berlin)

If you have any questions, please don't hesitate to contact us.


Best Regards

Smith, John
--
Knorr-Bremse


Phone:
mailto: john.smith@knorr-bremse.com
<http://www.knorr-bremse.com>

Questions? We are happy to help!

Reach out to us

 Knorr-Bremse Group

IMPRINT ABOUT US DATA PRIVACY

 **KNORR-BREMSE**

Username

Password

Login

© 1999-2023 JAGGAER

When you use our Solution, we process your personal information as described in our Service [Privacy Policy](#)

[I forgot my password](#)

You received an email with a request for quotation

1. Click on the link provided in the email that you received from JAGGAER Connect with the header "Invitation for the RFQ: *RFQ Name*, *RFQ No.* (*Company Name*)" from no-reply@app11.jaggaer.com.
2. Login with your credentials provided in the email or received when the account got created.

Supplier View

RFQ Basics

Send Quote

Decline Items

Decline RFQ (All Items)

Decline Single Items

Communication & Forwarding

Support

■ RFQ – Request For Quotation

Decline RFQ (All Items)

Login and open the RFQ

KNORR-BREMSE

Training Document Screws · 343

1 PARTICIPATION

2 GENERAL

3 QUOTE

4 REVIEW

Participation

GENERAL INFORMATION

Purchasing - Confidentiality Agreement

Purchasing - General Terms and Conditions of Purchasing an...

1

KNORR-BREMSE

Supplier Portal Dashboard - Welcome, Andreas Hofer from Training Inc. | Partner no. 000004324

Please fill out remaining profile information

General

Tasks & Documents

ORDERS

No entries found.

RFQS

2

| RFQ no. | RFQ name | RFQ version | Status | Deadline |
|---------|---------------------------|-------------|----------|------------------|
| 343 | Training Document Scre... | 1 | Running | 2025-07-18 12:00 |
| 342 | Training Documents | 1 | Done | 2025-07-21 15:00 |
| 342 | Training Documents | 2 | Done | 2025-07-21 15:00 |
| 341 | Test 0407 | 1 | Checking | 2025-07-11 11:49 |
| 340 | Test RFQ 0307 | 1 | Running | 2025-07-18 16:47 |

(0) More

ORDER LIST

RFQS

ACTIONS

DOCUMENTS

Supplier View

Login and open the RFQ

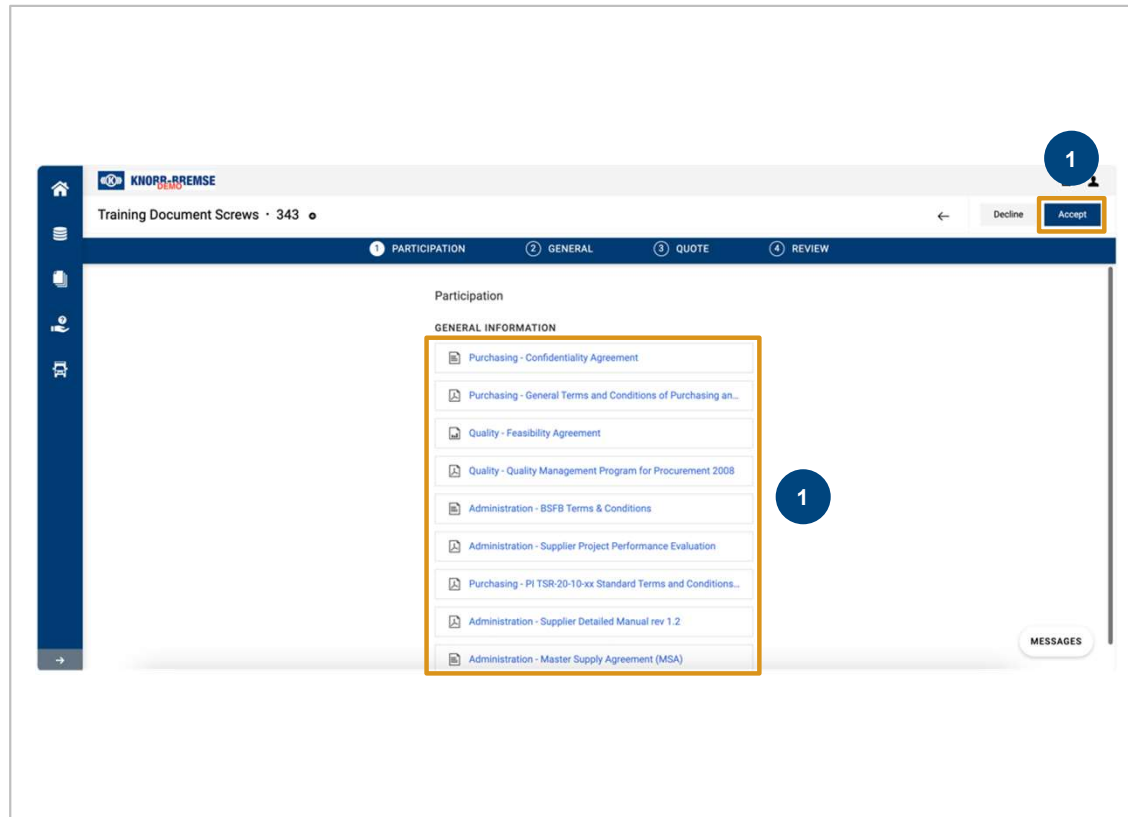
1. If you have used the link from the email, you will land directly in the RFQ.
2. Alternatively, you can login to the portal, click on the “Tasks & Documents” tab and click on the latest RFQ received in the RFQS box.
3. A new tab opens starting with “Participation”, which is the exact same as described in step 1, with the only difference that you did not land directly in the RFQ.

| |
|----------------------------|
| RFQ Basics |
| Send Quote |
| Decline Items |
| Decline RFQ (All Items) |
| Decline Single Items |
| Communication & Forwarding |
| Support |

■ RFQ – Request For Quotation

Decline RFQ (All Items)

How to decline an RFQ (all items) – I. Participation



How to decline all positions of an RFQ – I. Participation

1. Read and/or download the documents to proceed with the quotation and click on “Accept” in the upper right corner to proceed with the RFQ.

Note: Clicking “Decline” means you are rejecting the RFQ.

Supplier View

RFQ Basics

Send Quote

Decline Items

Decline RFQ (All Items)

Decline Single Items

Communication & Forwarding

Support

■ RFQ – Request For Quotation

Decline RFQ (All Items)

How to decline an RFQ (all items) – II. General

KNORR-BREMSE

Training Document Screws - 343

Participation GENERAL QUOTE REVIEW

Contact Information

BUYER
Smith, John
john.smith@knorr-bremse.com

TECHNICAL CONTACT

General

QUOTATION SETTINGS

Currency
EUR

Payment conditions
8016 (SUPP - 60 DAYS FROM INV DATE NET)

Delivery Conditions
CFR (Costs and freight)

Delivery address
FF32

OTHER DETAILS

Files
Drag and Drop files or Browse

Comments

MESSAGES

Supplier View

How to decline all positions of an RFQ – II. General

1. Read general terms and conditions and click on “Next”; Optionally: leave a comment regarding this quote on head level here at the bottom.

RFQ Basics

Send Quote

Decline Items

Decline RFQ (All Items)

Decline Single Items

Communication & Forwarding

Support

■ RFQ – Request For Quotation

Decline RFQ (All Items)

How to decline an RFQ (all items) – III. Quote

Supplier View

The screenshot shows the KNORR-BREMSE Supplier View interface. The top navigation bar includes tabs for PARTICIPATION, GENERAL, QUOTE, and REVIEW. The QUOTE tab is active. A table lists materials: Screw and Hex Screw. The STATUS column shows 'Open' for both. A dialog box titled 'Decline all items' is open, with a 'Reason*' field and a 'Decline' button. The bottom part of the screenshot shows the same table after the decline action, with the STATUS column now showing 'Declined' for both items.

| MATERIAL NAME | REQUIRED | STATUS | FILES | QUANTITY | UNIT | UNIT PRICE | PRICE UNIT | TOTAL PRICE | ITEM PLANT |
|---------------|----------|--------|-------|----------|------|------------|------------|-------------|--------------------|
| Screw | X | Open | 0 | 10.000 | PC | | 1 | | 1054 - KNORR-BR... |
| Hex Screw | X | Open | 0 | 5.000 | PC | | 1 | | 1054 - KNORR-BR... |

| MATERIAL NAME | REQUIRED | STATUS | FILES | QUANTITY | UNIT | UNIT PRICE | PRICE UNIT | TOTAL PRICE | ITEM PLANT |
|---------------|----------|----------|-------|----------|------|------------|------------|-------------|--------------------|
| Screw | X | Declined | 0 | 10.000 | PC | | 1 | | 1054 - KNORR-BR... |
| Hex Screw | X | Declined | 0 | 5.000 | PC | | 1 | | 1054 - KNORR-BR... |

How to decline all positions of an RFQ – III. Quote

1. Click on the “Decline all items” button (x) in the upper right corner.
2. A field will pop up where you have to enter the reason for declining all items.
3. Click on “Decline” to confirm the rejection of the RFQ.
4. The status of all items changes to “Declined” in the RFQ. The process ends.

RFQ Basics

Send Quote

Decline Items

Decline RFQ (All Items)

Decline Single Items

Communication & Forwarding

Support

■ RFQ – Request For Quotation

Decline RFQ (All Items)

How to decline an RFQ (all items) – III. Quote

Supplier View

Training Document Screws · 343

1 PARTICIPATION 2 GENERAL 3 QUOTE 4 REVIEW

Participation

GENERAL INFORMATION

Purchasing - Confidentiality Agreement

Purchasing - General Terms and Conditions of Purchasing an...

Decline all items

Reason*

Why are you declining all items?

Cancel Decline

5

| MATERIAL NAME | REQUIRED | STATUS | FILES | QUANTITY | UNIT | UNIT PRICE | PRICE UNIT | TOTAL PRICE | ITEM PLANT |
|---------------|----------|----------|-------|----------|------|------------|------------|-------------|--------------------|
| Screw | × | Declined | 0 | 10.000 | PC | | 1 | | 1054 - KNORR-BR... |
| Hex Screw | × | Declined | 0 | 5.000 | PC | | 1 | | 1054 - KNORR-BR... |

How to decline all positions of an RFQ – III. Quote

1. Alternatively, open the RFQ and stay in the “Participation” tab.
2. Click on “Decline” in the upper right corner.
3. State a reason for declining all items.
4. Click on “Decline” to confirm the rejection of the RFQ.
5. The status of all items changes to “Declined” in the RFQ. The process ends.

RFQ Basics

Send Quote

Decline Items

Decline RFQ (All Items)

Decline Single Items

Communication & Forwarding

Support

- RFQ – Request For Quotation

Decline Single Items

Use Case Overview

Overview

KNORR-BREMSE

Training Document Screws · 343

PARTICIPATION

GENERAL

QUOTE

REVIEW

←

⌂

🔍

⌵

Previous

Next

| MATERIAL NAME | REQUIRED | STATUS | FILES | QUANTITY | UNIT | UNIT PRICE | PRICE UNIT | TOTAL PRICE | ITEM PLANT |
|---------------|----------|--------|-------|----------|------|------------|------------|-------------|--------------------|
| Screw | ✖ | ● Open | 0 | 10.000 | PC | | 1 | | 1054 - KNORR-BR... |
| Hex Screw | ✖ | ● Open | 0 | 5.000 | PC | | 1 | | 1054 - KNORR-BR... |

Decline all items

Reason*

Why are you declining all items?

Cancel

Decline

MESSAGES

Use Case Description

You want to decline single items of the RFQ.

Decline single items of RFQ

Notes

| |
|----------------------------|
| RFQ Basics |
| Send Quote |
| Decline Items |
| Decline RFQ (All Items) |
| Decline Single Items |
| Communication & Forwarding |
| Support |

■ RFQ – Request For Quotation

Decline Single Items

You received an email with a request for quotation

Dear Sir or Madam,

Herewith you receive an inquiry for the following part numbers:
204805065 - Screw [n/a]
2911062244 - Hex Screw [n/a]

Projectname: Training Document Screws, 343,

Please use the link to deal with the inquiry.

Link: <https://demo.app11.jaggaer.com/rfq/index.php?lang=eng&controller=quote&type=rfq&id=150496&cid=29190>

Please use your login data to see the RfQ details.

Offer deadline: 2025-07-18 12:00 (Europe/Berlin)

If you have any questions, please don't hesitate to contact us.


Best Regards

Smith, John
--
Knorr-Bremse


Phone:
mailto: john.smith@knorr-bremse.com
<http://www.knorr-bremse.com>

Questions? We are happy to help!

Reach out to us

 Knorr-Bremse Group

IMPRINT ABOUT US DATA PRIVACY

 **KNORR-BREMSE**

Username

Password

Login

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[I forgot my password](#)

Supplier View

You received an email with a request for quotation

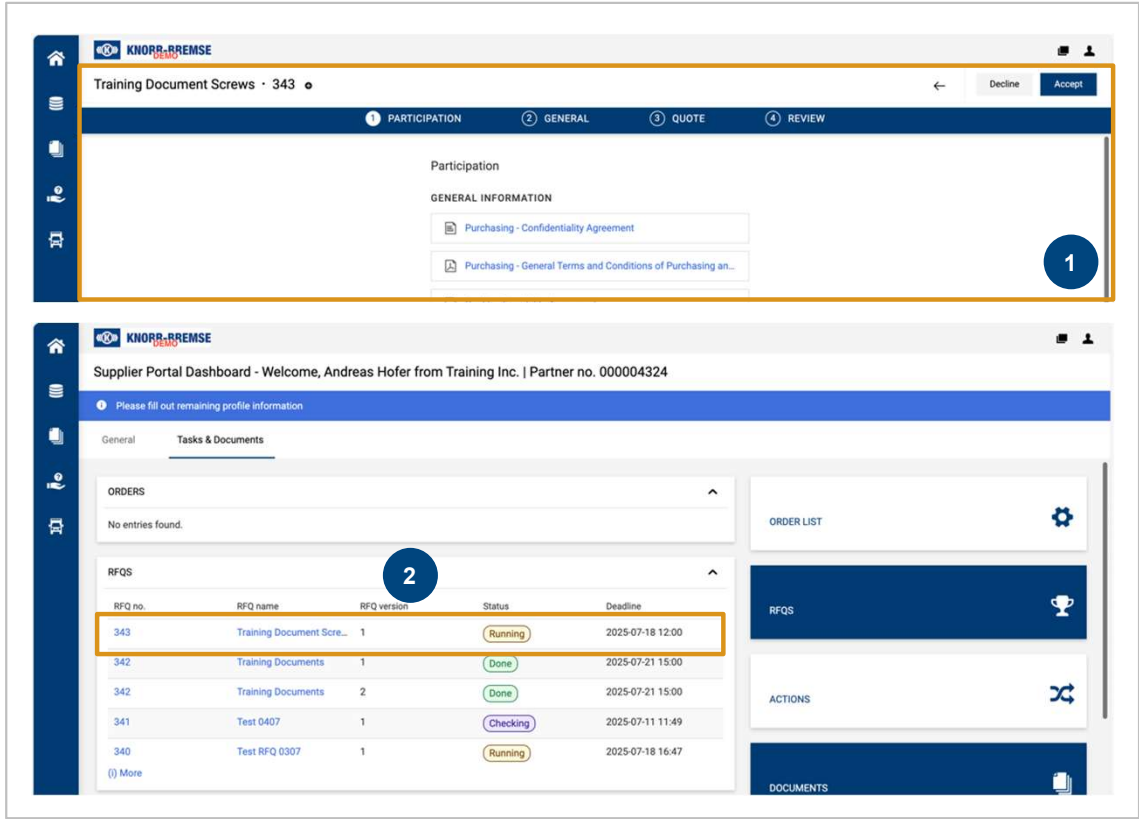
1. Click on the link provided in the email that you received from JAGGAER Connect with the header "Invitation for the RFQ: *RFQ Name*, *RFQ No.* (*Company Name*)" from no-reply@app11.jaggaer.com.
2. Login with your credentials provided in the email or received when the account got created.

| |
|----------------------------|
| RFQ Basics |
| Send Quote |
| Decline Items |
| Decline RFQ (All Items) |
| Decline Single Items |
| Communication & Forwarding |
| Support |

■ RFQ – Request For Quotation

Decline Single Items

Login and open the RFQ



Supplier View

Login and open the RFQ

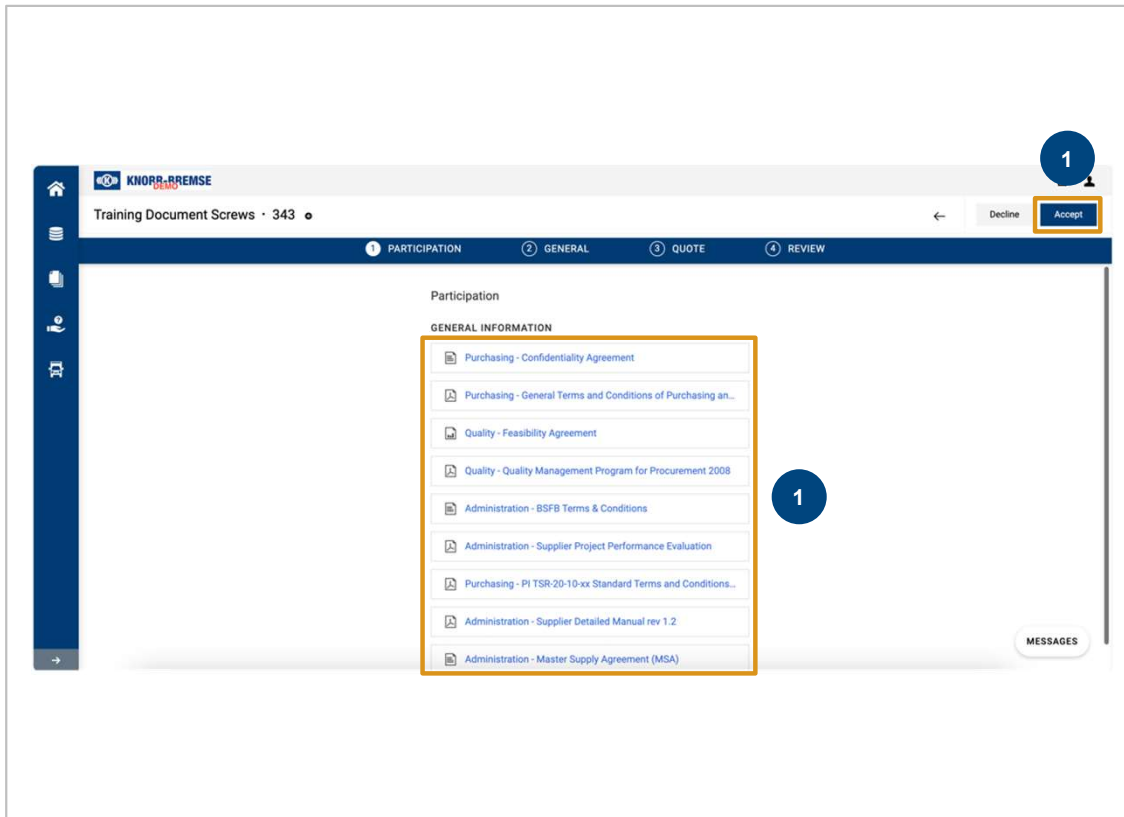
1. If you have used the link from the email, you will land directly in the RFQ.
2. Alternatively, you can login to the portal, click on the “Tasks & Documents” tab and click on the latest RFQ received in the RFQS box.
3. A new tab opens starting with “Participation”, which is the exact same as described in step 1, with the only difference that you did not land directly in the RFQ.

| |
|----------------------------|
| RFQ Basics |
| Send Quote |
| Decline Items |
| Decline RFQ (All Items) |
| Decline Single Items |
| Communication & Forwarding |
| Support |

- RFQ – Request For Quotation

Decline Single Items

How to decline single items – I. Participation



How to decline single items of an RFQ – I. Participation

1. Read and/or download the documents to proceed with the quotation and click on “Accept” in the upper right corner to proceed with the RFQ.

Note: Clicking “Decline” means you are rejecting the RFQ.

Supplier View

RFQ Basics

Send Quote

Decline Items

Decline RFQ (All Items)

Decline Single Items

Communication & Forwarding

Support

- RFQ – Request For Quotation

Decline Single Items

How to decline single items – II. General

KNORR-BREMSE

Training Document Screws - 343

Previous Next

PARTICIPATION GENERAL QUOTE REVIEW

Contact Information

BUYER
Smith, John
john.smith@knorr-bremse.com

TECHNICAL CONTACT

General

QUOTATION SETTINGS

Currency
EUR

Payment conditions
8016 (SUPP - 60 DAYS FROM INV DATE NET)

Delivery Conditions
CFR (Costs and freight)

Delivery address
FF32

OTHER DETAILS

Files
Drag and Drop files or Browse

Comments

MESSAGES

Supplier View

How to decline single items – II. General

1. Read general terms and conditions and click on “Next”; Optionally: leave a comment regarding this quote on head level here at the bottom.

RFQ Basics

Send Quote

Decline Items

Decline RFQ (All Items)

Decline Single Items

Communication & Forwarding

Support

■ RFQ – Request For Quotation

Decline Single Items

How to decline single items – III. Quote

Supplier View

How to decline single items – III. Quote

1. Click on the “Decline” button next to the item/material.
2. Add a reason to the text field.
3. Click on “Decline” to confirm the rejection of this item.
4. The status changes to “Declined”.

RFQ Basics

Send Quote

Decline Items

Decline RFQ (All Items)

Decline Single Items

Communication & Forwarding

Support

The screenshot shows the KNORR-BREMSE Supplier View interface. The top navigation bar includes tabs for PARTICIPATION, GENERAL, QUOTE (selected), and REVIEW. The main table lists items with columns: MATERIAL NAME, REQUIRED, STATUS, FILES, QUANTITY, UNIT, UNIT PRICE, PRICE UNIT, TOTAL PRICE, and ITEM PLANT. The 'Screw' item is highlighted with a blue circle (1) next to its 'Decline' button. The 'Hex Screw' item is also listed. A 'Decline Item' dialog box is open, showing a text field for 'Reason*' with the prompt 'Why are you declining this item?' and a 'Decline' button highlighted with a blue circle (3). The status of the 'Screw' item changes from 'Open' to 'Ready' (blue circle 4) after declining.

| MATERIAL NAME | REQUIRED | STATUS | FILES | QUANTITY | UNIT | UNIT PRICE | PRICE UNIT | TOTAL PRICE | ITEM PLANT |
|---------------|----------|--------|-------|----------|------|------------|------------|-------------|--------------------|
| Screw | X | Open | 0 | 10.000 | PC | | 1 | | 1054 - KNORR-BR... |
| Hex Screw | X | Open | 0 | 5.000 | PC | | 1 | | 1054 - KNORR-BR... |

| MATERIAL NAME | REQUIRED | STATUS | FILES | QUANTITY | UNIT | UNIT PRICE | PRICE UNIT | TOTAL PRICE | ITEM PLANT |
|---------------|----------|----------|-------|----------|------|------------|------------|-------------|--------------------|
| Screw | X | Ready | 0 | 10.000 | PC | 0,02 EUR | 1 | 200,00 EUR | 1054 - KNORR-BR... |
| Hex Screw | X | Declined | | 5.000 | PC | | 1 | | 1054 - KNORR-BR... |

■ RFQ – Request For Quotation

Decline Single Items

How to decline single items – III. Quote

The screenshot displays the 'Supplier View' interface for a Request for Quotation (RFQ) process. The top navigation bar includes tabs for PARTICIPATION, GENERAL, QUOTE (selected), and REVIEW. The main table lists items with columns for MATERIAL NAME, REQUIRED, STATUS, FILES, QUANTITY, UNIT, UNIT PRICE, PRICE UNIT, TOTAL PRICE, and ITEM PLANT. The first item, 'Screw', is highlighted with a blue circle and a '1' in the top right corner. The second item, 'Hex Screw', is marked as 'Declined'. Below the table, the 'Item Details' section for 'Screw' shows its status as 'Ready' and its delivery address. The 'Quote Details' section includes fields for 'Price Unit (int)*' (set to 1) and 'Price Break 10000*' (set to 0.02 EUR / 1 PC). The 'Additional Information' section has a 'Comment' field. The 'Prefill Identical Fields' section has radio buttons for 'None', 'On Next Item', and 'On All Items'. The 'Total Price' is displayed as 200.00 EUR. The 'Save' button is highlighted with a blue circle and a '2' in the top right corner.

| MATERIAL NAME | REQUIRED | STATUS | FILES | QUANTITY | UNIT | UNIT PRICE | PRICE UNIT | TOTAL PRICE | ITEM PLANT |
|---------------|----------|----------|-------|----------|------|------------|------------|-------------|--------------------|
| Screw | × | Open | 0 | 10.000 | PC | 0,02 EUR | 1 | 200,00 EUR | 1054 - KNORR-BR... |
| Hex Screw | × | Declined | 0 | 5.000 | PC | | 1 | | 1054 - KNORR-BR... |

Supplier View

How to decline single items – III. Quote

1. Open the next item by clicking on the item/material name (blue marked) or by clicking on the folder icon to the right.
2. Perform your quote and click on “Save” in the upper right corner.

Note: You may need to download an excel file for the CBD and upload the maintained file again. Careful, do not change lines/columns in the excel file - only add information/prices.

| |
|----------------------------|
| RFQ Basics |
| Send Quote |
| Decline Items |
| Decline RFQ (All Items) |
| Decline Single Items |
| Communication & Forwarding |
| Support |

■ RFQ – Request For Quotation

Decline Single Items

How to decline single items – III. Quote

The screenshot displays the KNORR-BREMSE Supplier View interface. The top navigation bar shows the 'Quote' tab selected. The main content area is divided into two sections: 'Item Details' and 'Quote Details'. The 'Item Details' section shows the item number (204805065), name (Screw), status (Ready), and delivery address. The 'Quote Details' section shows the price unit (int), price break (10000), and a comment field. A 'Decline' button is visible in the top right corner. Below the main interface, a 'Decline Item' dialog box is shown, prompting the user to provide a reason for declining the item. The dialog box has a 'Reason*' field and 'Cancel' and 'Decline' buttons.

Supplier View

How to decline single items – III. Quote

1. With the previous click on “Save”, the next item in the list will be opened automatically. You can either perform your quote or decline an item also in this view by clicking on the “Decline” Button in the upper right corner.
2. Add a reason to the text field.
3. Click on “Decline” to confirm the rejection of this item.

RFQ Basics

Send Quote

Decline Items

Decline RFQ (All Items)

Decline Single Items

Communication & Forwarding

Support

■ RFQ – Request For Quotation

Decline Single Items

How to decline single items – IV. Review

Supplier View

KNORR-BREMSE

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PARTICIPATION

GENERAL

QUOTE

REVIEW

Accepted Items

200,00 EUR

| # | MATERIAL NO. | MATERIAL NAME | ITEM PLANT | COMMENT | QUANTITY | PRICE UNIT | UNIT | UNIT PRICE | TOTAL |
|---|--------------|---------------|----------------------------------|---------|----------|------------|------|------------|------------|
| 1 | 204805055 | Screw | 1054 - KNORR-BREMSE Werk München | | 10.000 | 1 | PC | 0,02 EUR | 200,00 EUR |

Declined Items

| | | | | | | | | | |
|---|------------|-----------|----------------------------------|--|-------|---|----|---|---|
| 2 | 2911062244 | Hex Screw | 1054 - KNORR-BREMSE Werk München | | 5.000 | 1 | PC | - | - |
|---|------------|-----------|----------------------------------|--|-------|---|----|---|---|

200,00 EUR

Total Price Offer

Quoted Items 1 / 2

Deadline 2025-07-18 12:00

MESSAGES

Send Quote

Offer Number
e.g. 2983102

Sign
Enter your sign

Are you sure, that you would like to submit the quotation? After sending the quotation back you will not be able to alter it anymore!

Cancel Send

How to decline single items – IV. Review

The review tab provides an overview of quotes accepted/declined:

1. By clicking on “Send” in the upper right corner the quotation is done and sent to the customer.
2. A window opens with an offer number optionally to be maintained.
3. Confirm the quote by clicking on “Send”

RFQ Basics

Send Quote

Decline Items

Decline RFQ (All Items)

Decline Single Items

Communication & Forwarding

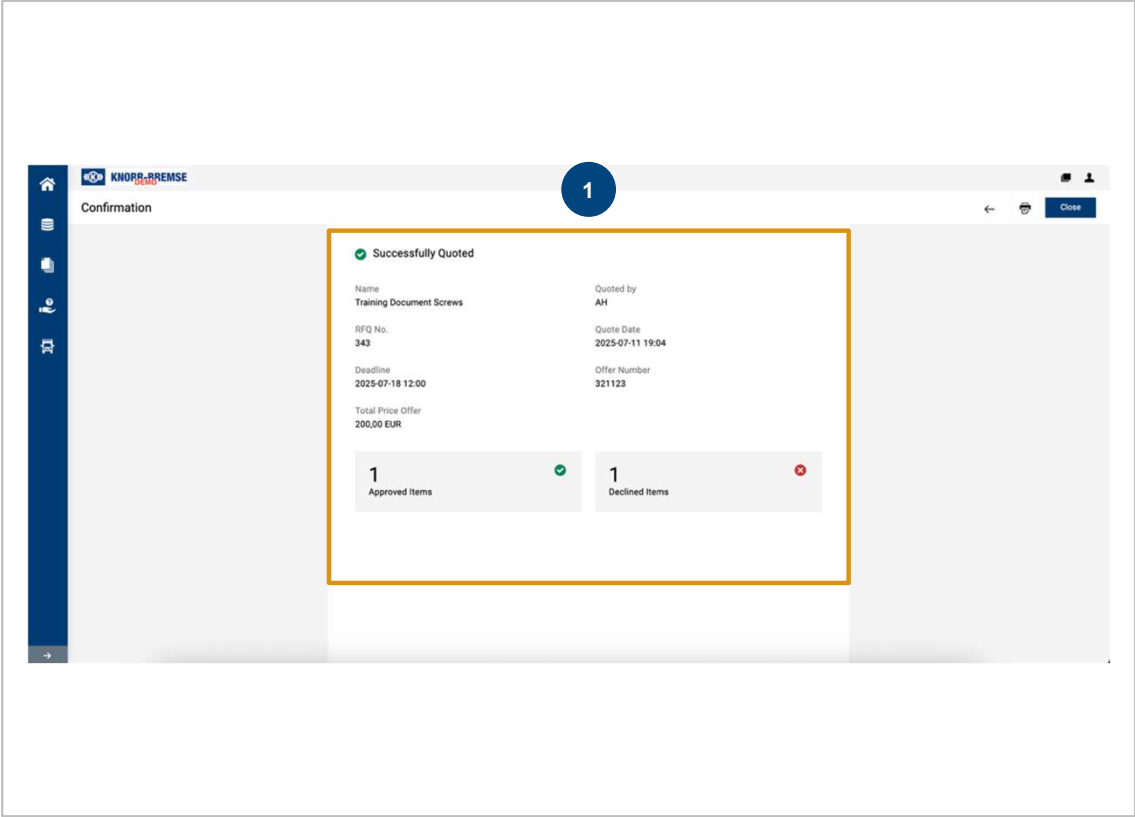
Support

■ RFQ – Request For Quotation

Decline Single Items

How to decline single items – V. Confirmation

Supplier View



How to decline single items – V. Confirmation

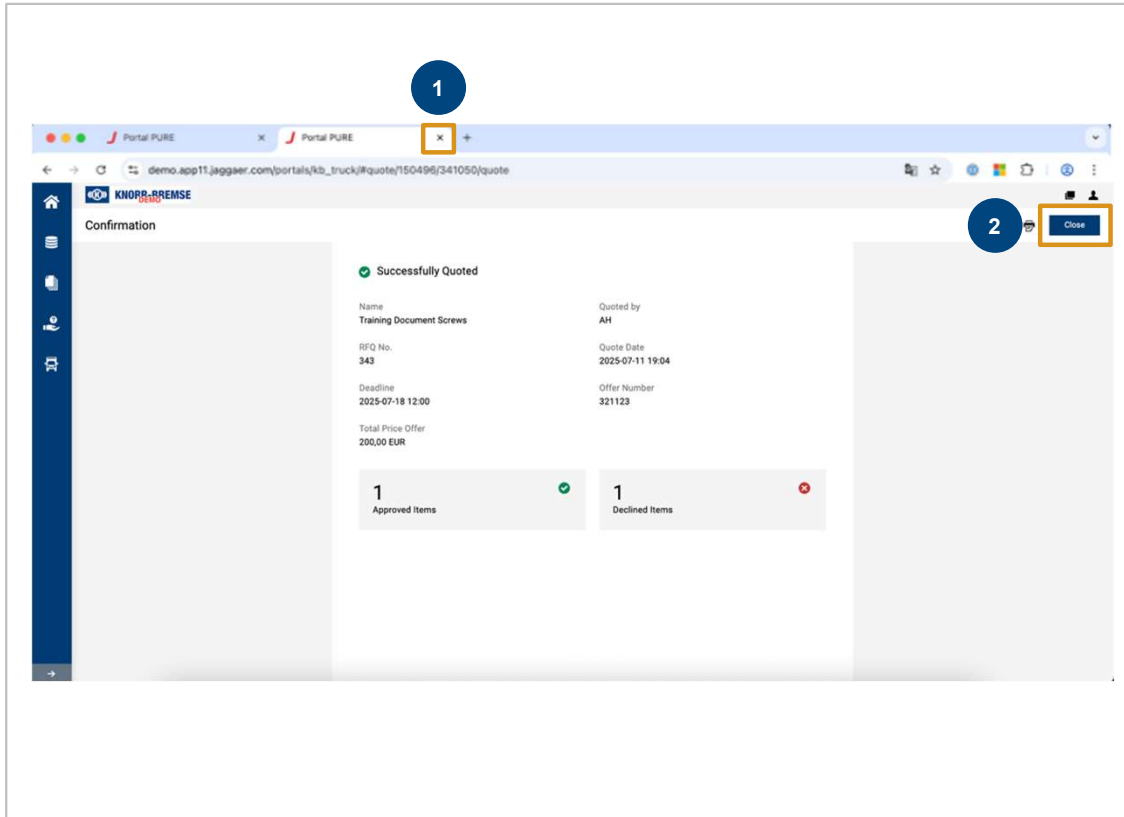
1. Upon sending RFQ to CVS, a summary of the quotation is displayed.

| |
|----------------------------|
| RFQ Basics |
| Send Quote |
| Decline Items |
| Decline RFQ (All Items) |
| Decline Single Items |
| Communication & Forwarding |
| Support |

RFQ – Request For Quotation

Decline Single Items

How to decline single items – VI. Process ends



Supplier View

How to decline single items – VI. Process ends

1. Close the RFQ/the window.
2. For supplier portal users: Click on “Close” to go back to the overview of all RFQs.

RFQ Basics

Send Quote

Decline Items

Decline RFQ (All Items)

Decline Single Items

Communication & Forwarding

Support

Communication & Forwarding

In this chapter we will see...

- Messaging
- Re-Assign RFQ

- RFQ – Request For Quotation

Messaging

Use Case Overview

Overview

KNORR-BREMSE

Messages

←

Discard

Send

TAG

RFQ #343

TO

Smith, John

Add Subject

Enter your message...

Drag and Drop files or [Browse](#)

No Messages

There are no messages in your portal yet


Use Case Description

You received a message from the CVS contact person.

- Send messages
- Receive messages

Notes

| |
|----------------------------|
| RFQ Basics |
| Send Quote |
| Communication & Forwarding |
| Messaging |
| Re-Assign RFQ |
| Support |

 KNORR-BREMSE

JAGGAER Connect CVS | July 2025 66

■ RFQ – Request For Quotation

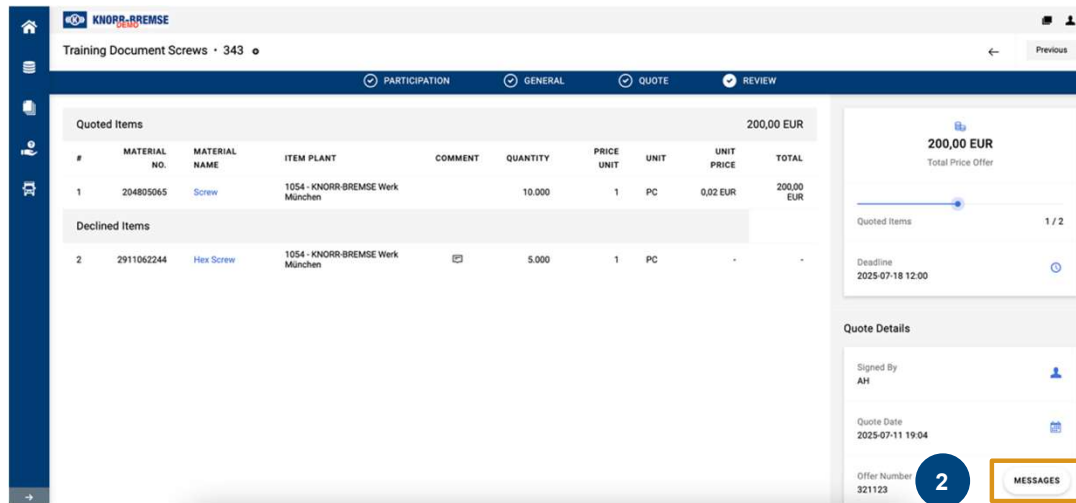
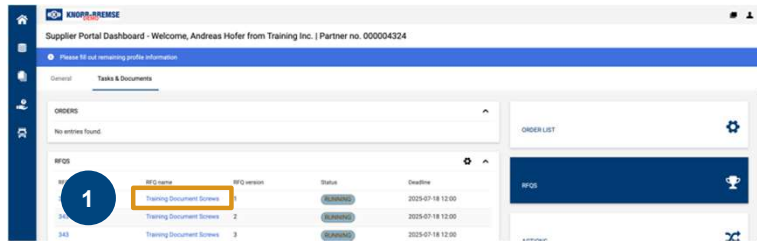
Messaging

How to send messages

Supplier View

How to send messages

1. Open an RFQ.
2. Click on “Messages” at the bottom right corner.



RFQ Basics

Send Quote

Communication & Forwarding

Messaging

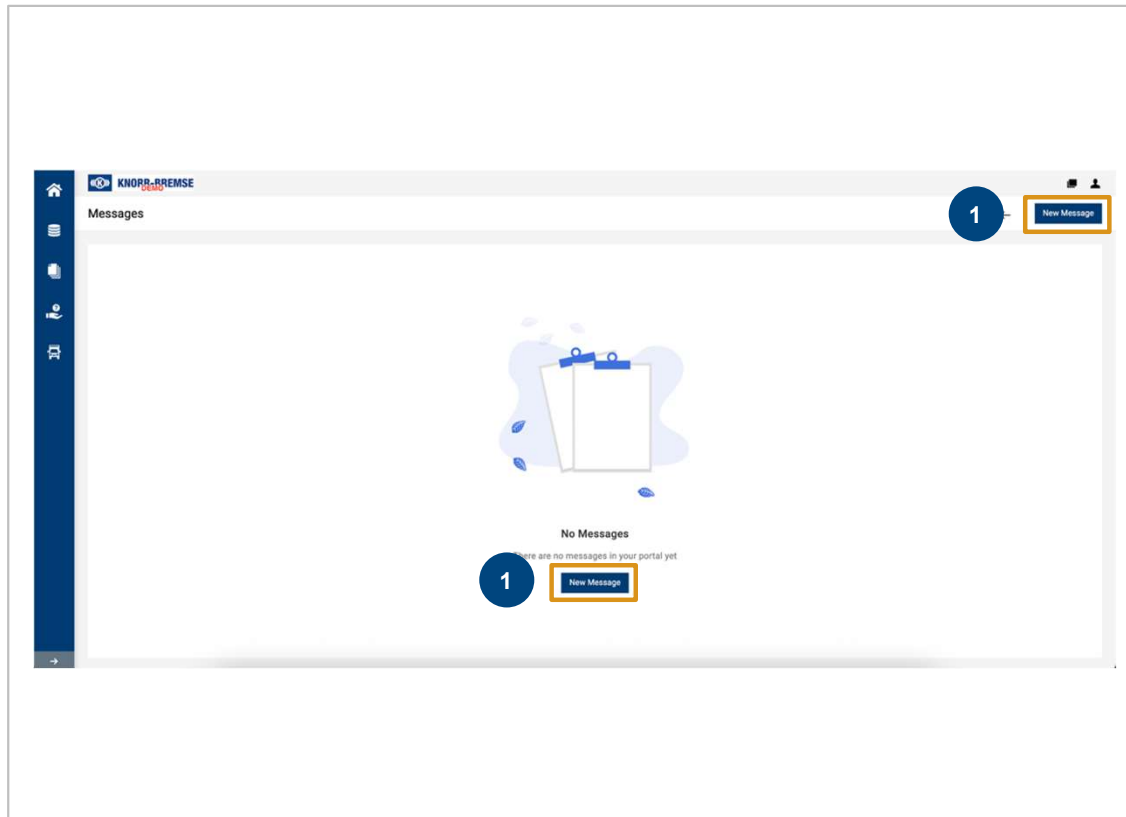
Re-Assign RFQ

Support

- RFQ – Request For Quotation

Messaging

How to send messages



How to send messages

1. Click on “New Messages” in the middle of the page or in the top right corner.

RFQ Basics

Send Quote

Communication & Forwarding

Messaging

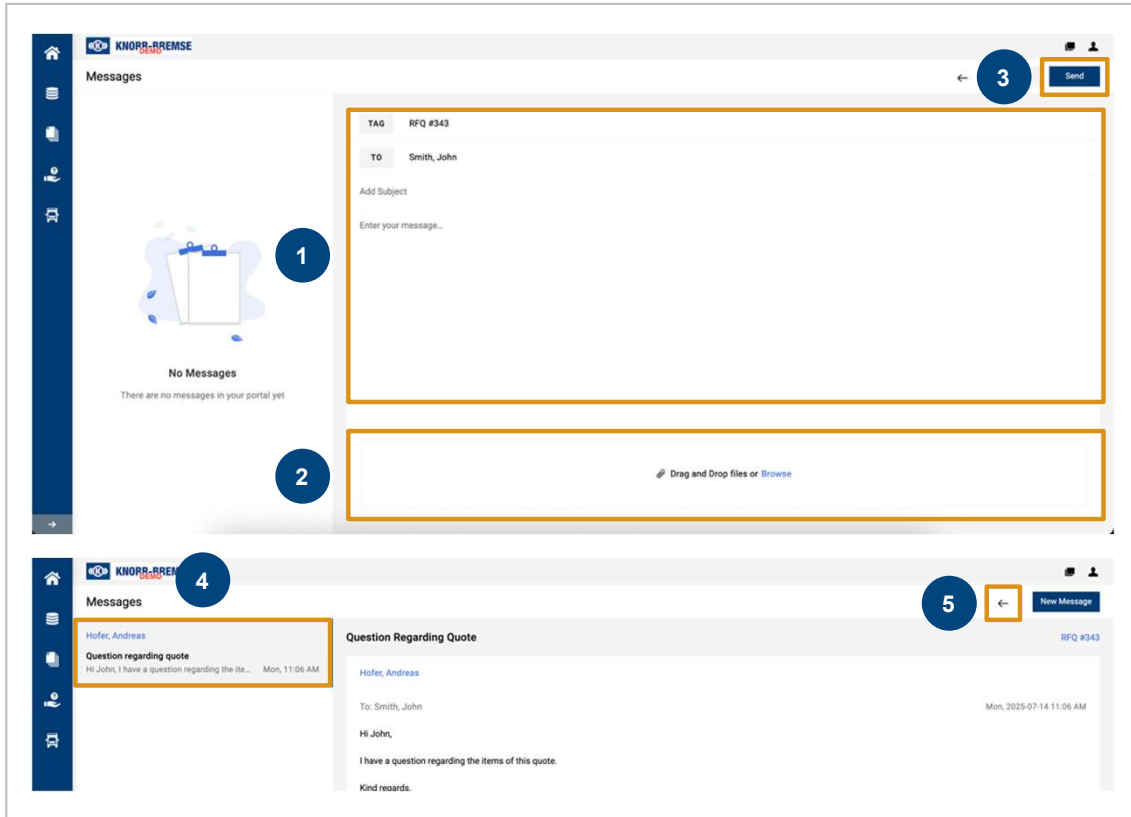
Re-Assign RFQ

Support

■ RFQ – Request For Quotation

Messaging

How to send messages



Supplier View

How to send messages

1. A new message opens.
Add a "Subject" and enter your message in the respective field.
The related RFQ is automatically linked to the message via "TAG". The recipient is the creator/buyer of the RFQ and is automatically inserted.
2. Optionally, attach a file.
3. Click on "Send" in the upper right corner to send the message to CVS.
4. Click on the message at the left to open it.
5. Click on "Back" to go back to the RFQ.

RFQ Basics

Send Quote

Communication & Forwarding

Messaging

Re-Assign RFQ

Support

- RFQ – Request For Quotation

Messaging

How to receive messages

Supplier View

1

Dear Mr. Andreas Hofer,

you received a new message in the Knorr Bremse supplier portal.

Please log in to the system to read and to answer the message.

RFQ number: 343

RFQ name: Training Document Screws

Best regards,
Knorr-Bremse

Questions? We are happy to help!

Reach out to us



Knorr-Bremse
Group

IMPRINT

ABOUT US

DATA PRIVACY

How to receive messages

To check if you have received a reply from the buyer, you can use the following options:

1. You are informed by email if a new message was sent by CVS. You will receive an email with the header “New message for RFQ: *RFQ name*” from no-reply@app11.jaggaer.com.

RFQ Basics

Send Quote

Communication & Forwarding

Messaging

Re-Assign RFQ

Support

■ RFQ – Request For Quotation

Messaging

How to receive messages

Supplier View

Supplier Portal Dashboard - Welcome, Andreas Hofer from Training Inc. | Partner no. 000004324

Please fill out remaining profile information

GeneralTasks & Documents

ORDERS

No entries found.

RFQs

1

Training Document Screws

RFQ version

2

Training Document Screws

3

Training Document Screws

STATUS

2025-07-18 12:00

2025-07-18 12:00

2025-07-18 12:00

ORDER LIST

RFQs

Training Document Screws • 343

PARTICIPATION

GENERAL

QUOTE

REVIEW

Quoted Items

500,00 EUR

| # | MATERIAL NO. | MATERIAL NAME | ITEM PLANT | COMMENT | QUANTITY | PRICE UNIT | UNIT | UNIT PRICE | TOTAL |
|---|--------------|---------------|----------------------------------|---------|----------|------------|------|------------|------------|
| 1 | 204805065 | Screw | 1054 - KNORR-BREMSE Werk München | | 10.000 | 100 | PC | 0,03 EUR | 300,00 EUR |
| 2 | 2911062244 | Hex Screw | 1054 - KNORR-BREMSE Werk München | | 5.000 | 1 | PC | 0,04 EUR | 200,00 EUR |

500,00 EUR

Total Price Offer

Quoted Items

2 / 2

Deadline

2025-07-18 12:00

Quote Details

Signed By

AH

Quote Date

2025-07-11 15:16

Offer Number

123321

2

MESSAGES 1

How to receive messages

To check if you have received a reply from the buyer, you can use the following options:

- 1. Open the RFQ.
- 2. Click on “Messages” in the bottom right.

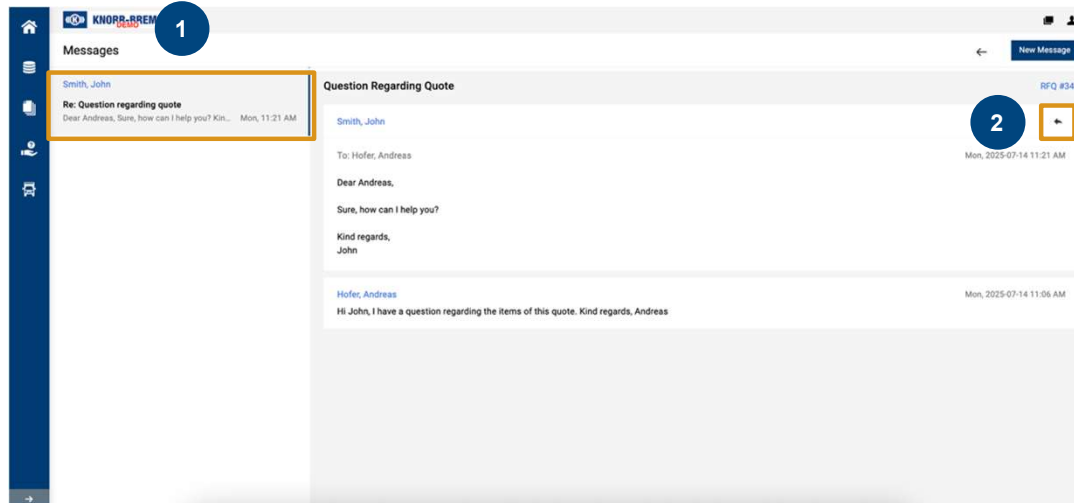
| |
|----------------------------|
| RFQ Basics |
| Send Quote |
| Communication & Forwarding |
| Messaging |
| Re-Assign RFQ |
| Support |

- RFQ – Request For Quotation

Messaging

How to receive messages

Supplier View



How to receive messages

To check if you have received a reply from the buyer, you can use the following options:

1. Click on the new message to display details.
2. Click on the “Reply” button to reply if necessary.

RFQ Basics

Send Quote

Communication & Forwarding

Messaging

Re-Assign RFQ

Support

- RFQ – Request For Quotation

Re-Assign RFQ

Use Case Overview

Overview

The screenshot displays the KNORR-BREMSE RFQ Pure application. At the top, it says 'RFQ Pure' and 'Showing results 1 - 9 of 9'. Below this is a table with columns: RFQ NO., VERSIO., NAME, AWARDED STATUS, QUOTE STATUS, RESPONSIBLE PERS., DEADLINE, ITEMS, and MESSAGES. The table lists several RFQs, including 'Training Document Sc...', 'Training Documents', and 'Standard Supplier RFQ'. An 'Assign Person' modal is open, showing a 'Person' dropdown menu with a 'Select' option and buttons for 'Close' and 'Assign'.

| RFQ NO. | VERSIO. | NAME | AWARDED STATUS | QUOTE STATUS | RESPONSIBLE PERS. | DEADLINE | ITEMS | MESSAGES |
|---------|---------|-------------------------|----------------|--------------|-------------------|------------------|-------|----------|
| 343 | 2 | Training Document Sc... | | New | Hofer Andreas | 2025-07-18 12:00 | 2 | 0 |
| 340 | | | | | | | | |
| 338 | | | | | | | | |
| 343 | | | | | | | | |
| 341 | | | | | | | | |
| 342 | 1 | Training Documents | Fully awarded | Quoted | Hofer Andreas | 2025-07-21 15:00 | 2 | 0 |
| 342 | 2 | Training Documents | Fully awarded | Quoted | Hofer Andreas | 2025-07-21 15:00 | 2 | 0 |
| 343 | 1 | Training Document Sc... | Fully awarded | Quoted | Hofer Andreas | 2025-07-18 12:00 | 2 | 2 |
| 329 | 1 | Standard Supplier RFQ | | Declined | Hofer Andreas | 2026-05-27 08:38 | 1 | 0 |

Use Case Description

You received an invitation for requests.
Due to upcoming holidays, it is not possible to reply.

▪ Re-assign RFQ / change responsibility

Notes

| |
|----------------------------|
| RFQ Basics |
| Send Quote |
| Communication & Forwarding |
| Messaging |
| Re-Assign RFQ |
| Support |

■ RFQ – Request For Quotation

Re-Assign RFQ

How to re-assign an RFQ

Supplier Portal Dashboard - Welcome, Andreas Hofer from Training Inc. | Partner no. 000004324

GeneralTasks & Documents

Requests

RFQ Pure

Automa

Actions

COMPANY PROFILE

RFQ Pure

Showing results 1 - 9 of 9Display: 10

1 of 1

| RFQ NO. | VERSIO... | NAME | AWARDING STATUS | QUOTE STATUS | RESPONSIBLE PERS... | DEADLINE | ITEMS | MESSAGES |
|---------|-----------|-------------------------|-----------------|--------------|---------------------|------------------|-------|----------|
| 343 | 2 | Training Document Sc... | | New | Hofer Andreas | 2025-07-18 12:00 | 2 | 0 |
| 340 | 1 | Test RFQ 0307 | | In Progress | Hofer Andreas | 2025-07-18 16:47 | 1 | 0 |

Assign Person

Person

Select

CloseAssign

| RFQ NO. | VERSIO... | NAME | AWARDING STATUS | QUOTE STATUS | RESPONSIBLE PERS... | DEADLINE | ITEMS | MESSAGES |
|---------|-----------|-------------------------|-----------------|--------------|---------------------|------------------|-------|----------|
| 343 | 2 | Training Document Sc... | | New | Müller Barbara | 2025-07-18 12:00 | 2 | 0 |

Supplier View

How to re-assign an RFQ

1. Go to RFQ overview.
2. Click on the “Silhouette” icon located at the right to the RFQ.
3. Choose a user from the dropdown and click on “Assign” in order to assign this RFQ to the desired person.
4. The entry in the column “Responsible person” changed to the user selected.

| |
|----------------------------|
| RFQ Basics |
| Send Quote |
| Communication & Forwarding |
| Messaging |
| Re-Assign RFQ |
| Support |

RFQ – Request For Quotation

Re-Assign RFQ

How to re-assign an RFQ

Supplier View

Dear Sir or Madam,

Herewith you receive an inquiry for the following part numbers:

204805065 - Screw [n/a]

2911062244 - Hex Screw [n/a]

Projectname: Training Document Screws, 343,

Please use the link to deal with the inquiry.

Link: <https://demo.app11.jaggaer.com/rfq/index.php?lang=eng&controller=quote&type=rfq&id=150496&cid=29190>

Please use your login data to see the RFQ details.

Offer deadline: 2025-07-18 12:00 (Europe/Berlin)

If you have any questions, please don't hesitate to contact us.

Best Regards

Smith, John

Knorr-Bremse

Phone:

mailto: john.smith@knorr-bremse.com

<http://www.knorr-bremse.com>

Questions? We are happy to help!

Reach out to us



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How to re-assign an RFQ

1. Additionally, the new responsible person gets informed via email. JAGGAER Connect automatically sends out an email with the header "Invitation for the RFQ: *RFQ Name*, *RFQ No.* (*Company Name*)" from no-reply@app11.jaggaer.com.

RFQ Basics

Send Quote

Communication & Forwarding

Messaging

Re-Assign RFQ

Support