

NSG 2.0 Sales Quotes

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OPERATIONS

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NABORS



NOTE: The Oracle Portal should only be used to access documents from NABORS CORPORATE SERVICES, NABORS ALASKA or NABORS CANADA. To access documents from any other Nabors entity (NLF2, Canrig etc.) the User should log in to the NSG portal.

Sales Quote continued

To create a Sales Quote the User must first acknowledge intent to participate in the Request for Quote process. (To review this process please see the document titled NSG 2.0 Request for Quotes)

In the Actions field select the Create Quote option and then click Go.

The screenshot displays a web application interface for managing negotiations. At the top, there are navigation links for 'Home', 'Logout', 'Help', and 'Preferences'. The main content area is titled 'Negotiations' and shows details for a specific RFQ (23059). The details include the title 'For Training Purposes', status 'Active', and time left '3 days 13 hours'. The buyer is identified as 'THOMAS, CASEY' and the quote style is 'Blind'. The outcome event is 'Standard Purchase'. An 'Actions' menu is open, listing several options: 'Acknowledge Participation', 'Create Quote', 'Online Discussions', 'View Quote History', 'Printable View', and 'Export to Spreadsheet'. A red arrow points to the 'Create Quote' option, and a red circle highlights the 'Go' button next to it.

Sales Quote continued

The Header and Line tabs are now available for completion. Note that the Header has information that is pre-populated based on the User's Vendor Master Profile and the original RFQ. Please enter a Quote Valid Until date, an internal quote number if available (a copy of the quote can be added to the SQ under the Attachment section) and any notes to the Buyer that are necessary.

Negotiations

Negotiations > RFQ 23059 >

Create Quote: 6008 (RFQ 23059)

Title For Training Purposes

Cancel View RFQ Quote By Spreadsheet Save Draft Continue

Time Left 3 days 12 hours

Close Date 03/26/2017 00:00:00

Quote Valid Until

Reference Number

Note to Buyer

Supplier AIRGAS INC

RFQ Currency USD

Quote Currency USD

Price Precision

* Freight Terms PREPAID & ADDED

* INCO Terms ORIGIN

* Payment Terms STD

Attachments

Sales Quote continued

It is recommended that you add a copy of any internal quote documents, if available. Adding an attachment can be done by selecting the Add Attachment button

Title For Training Purposes

Time Left **3 days 12 hours**
Close Date **03/26/2017 00:00:00**

Header **Lines**

Supplier: **AIRGAS INC**
RFQ Currency: **USD**
Quote Currency: **USD**
Price Precision:
* Freight Terms: PREPAID & ADDED
* INCO Terms: ORIGIN
* Payment Terms: STD

Quote Valid Until:
(example: 03/22/2017)
Reference Number:
Note to Buyer:

Attachments

Title	Type	Description	Category	Last Updated By	Last Updated	Usage	Update	Delete
No results found.								

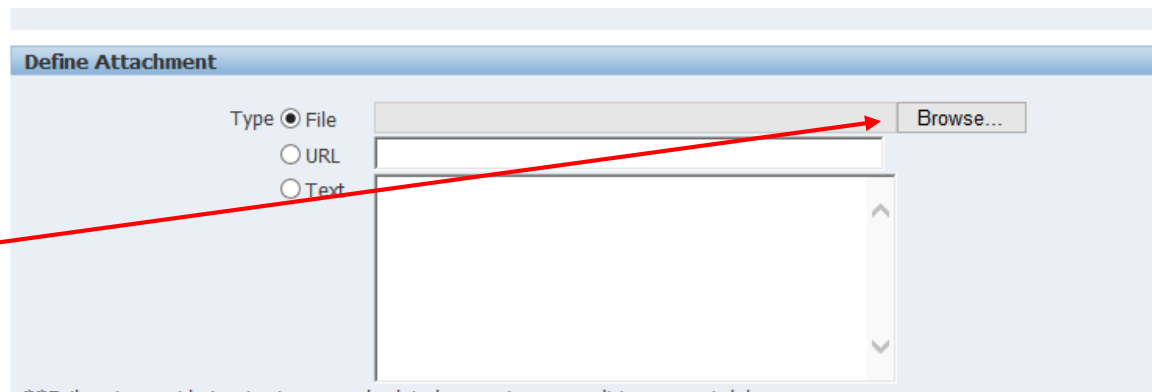
To attach a file to the Sales Quote the User should have a PDF copy of the internal quote saved on their computer.

The User should select the Add Attachment button



The screenshot shows the 'Sales Quote' interface. At the top, there are tabs for 'Header' and 'Lines'. Below these, there are fields for 'Supplier' (DNDW L.P.), 'RFQ Currency' (USD), and 'Quote Currency' (USD). There are also fields for 'Quote Valid Until', 'Reference Number', and 'Note to Buyer'. Below these fields, there are sections for 'Freight Terms' (PREPAID & INCLUDED), 'INCO Terms' (DESTINATION), and 'Payment Terms' (STD). At the bottom, there is an 'Attachments' section with an 'Add Attachment' button and a table with columns: Title, Type, Description, Category, Last Updated By, Last Updated, Usage, Update, and Delete. The table currently shows 'No results found.'

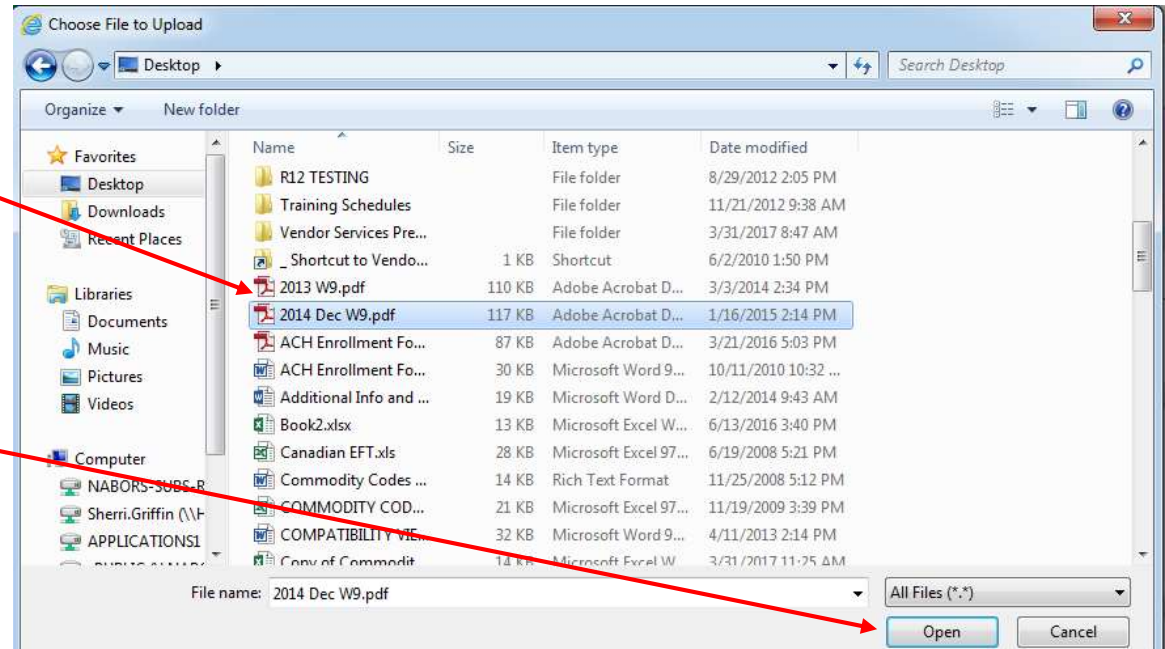
The User should select the Browse button



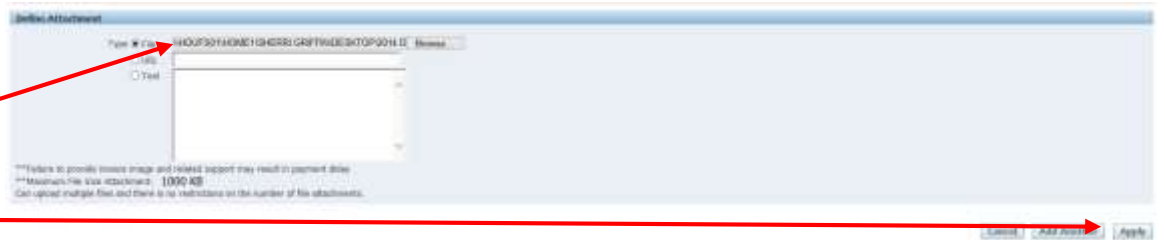
The screenshot shows the 'Define Attachment' dialog box. It has a 'Type' section with radio buttons for 'File' (selected), 'URL', and 'Text'. To the right of the 'File' radio button is a 'Browse...' button. Below the 'Type' section is a large empty text area. At the bottom, there is a small note: '***Failure to provide invoice information related support may result in payment delay.' A red arrow points from the text 'The User should select the Browse button' to the 'Browse...' button.

Locate and select the saved document

Select the Open button



The selected document will populate and the Apply button should be clicked





Note: The SQ can be saved at any time during the process by selecting the Save Draft button on the right side of the page.

Confirmation
VN 316373 Invoice.pdf attachment has been added successfully.

Create Quote: 6008 (RFQ 23059)

Title: [For Training Purposes](#)

Time Left: 3 days 12 hours
Close Date: 03/26/2017 00:00:00

[Cancel](#) [View RFQ](#) [Quote by Spreadsheet](#) [Save Draft](#) [Continue](#)

[Header](#) [Lines](#)



The Lines tab requires the unit price and promise date be entered.

Header Lines

RFQ Currency: USD
Price Precision

Quote Currency: USD

Line	Update	Ship-To	Start Price	Target Price	Quote Price Unit	Target Quantity	Quote Quantity	Promise Date	OEM Number
1 UNION HAMMER FIG...		102-C STREET	1		EACH	20	20		

Indicates more information requested. Click the Update icon.

In addition, when there is a red target noted, further information on the item is required. Select the update icon to complete the required fields.

Sales Quote continued

Negotiations

Create Quote 6008: Line 1 (RFQ 23059)

Description: UNION,HAMMER;FIG 602,9000PSI;CONN THREADED;SZ
1IN
Unit: EACH
Start Price: 1
Target Price:
Quote Price:
Target Quantity: 20
Quote Quantity: 20

Close Date: 03/26/2017 00:00:00
Quote Currency: USD
Ship-To: 102-C STREET
Need-By Date: 03/27/2017 16:29:10 to 03/31/2017 16:29:14
Promised Date: [03/31/20]

Pay Items

✓ TIP Total pay item amount must add up to the line amount.

Attributes

Group	Attribute	Attribute Type	Target Value	Quote Value
General	OEM Manufacturer	Required		A AND A MANUFACTURING <input type="text"/>
General	OEM Part Number	Required		aaaa <input type="text"/>
General	Supplier Item	Required		22222 <input type="text"/>
General	Country of Origin	Required		UNITED STATES <input type="text"/>
General	Shipping Location	Optional		<input type="text"/>
General	Shipping Weight	Optional		<input type="text"/>

Once the required fields have been completed select the Apply option on the right hand side of the page. When finished select the Continue option to be routed to the Review and Submit page.

Sales Quote continued

Warning
Buyer has requested for you to submit a single, best quote. Multiple quotes (re-quoting) for this RFQ are not allowed.

Create Quote 6008: Review and Submit (RFQ 23059)

[Cancel](#) [Back](#) [Validate](#) [Save Draft](#) [Printable View](#) [Submit](#)

Header

Title	For Training Purposes	Time Left	3 days 9 hours
Supplier	AIRGAS INC	Close Date	03/26/2017 00:00:00
RFQ Currency	USD	Quote Valid Until	04/24/2017
Quote Currency	USD	Reference Number	316373
Price Precision		Note to Buyer	test
Freight Terms	PREPAID & ADDED		
INCO Terms	ORIGIN		
Payment Terms	STD		

Attachments

Title	Type	Description	Category	Last Updated By	Last Updated	Usage	Update	Delete
YN_316373_Invoice.pdf	file		From Supplier	GRIFFIN165@NABORS.COM	03/22/2017	One-Time		

Lines

Quote Total (USD)

Select Line	Ship-To	Start Price	Target Price (USD)	Unit	Target Quantity	Quote Quantity	Line Total	Need-By Date	Promised Date
1	UNION, HAMMER; FIG ... 102-C STREET			1 EACH	20	20	20.00	03/27/2017 16:29:10 to 03/31/2017 16:29:14	03/31/2017 16:29:14

Line 1: UNION, HAMMER; FIG 602,9000PSI; CONN THREADED; SZ 11N

Attributes

Select the Submit option on the right hand side of the page and the system generates the confirmation page noting that the quote has been submitted.

ORACLE Sourcing

Confirmation
Quote 6008 for RFQ 23059 (For Training Purposes) has been submitted.

[Return to Sourcing Home Page](#)

[Negotiations](#) [Home](#) [Logout](#) [Preferences](#)

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