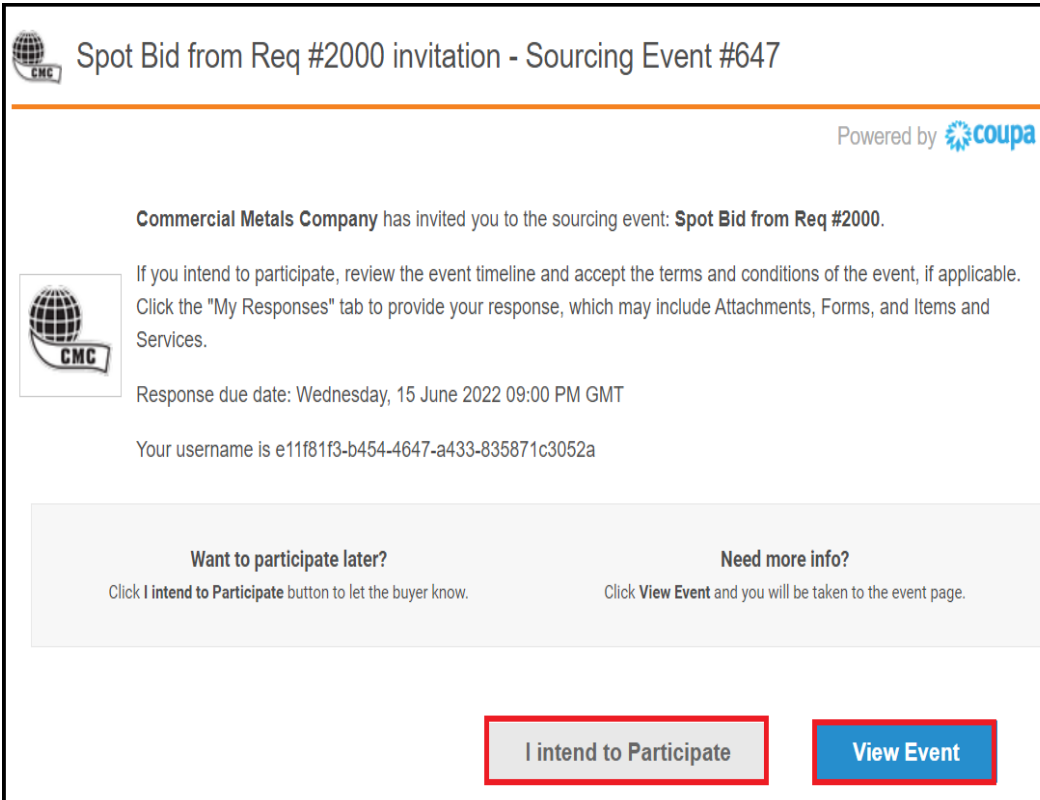


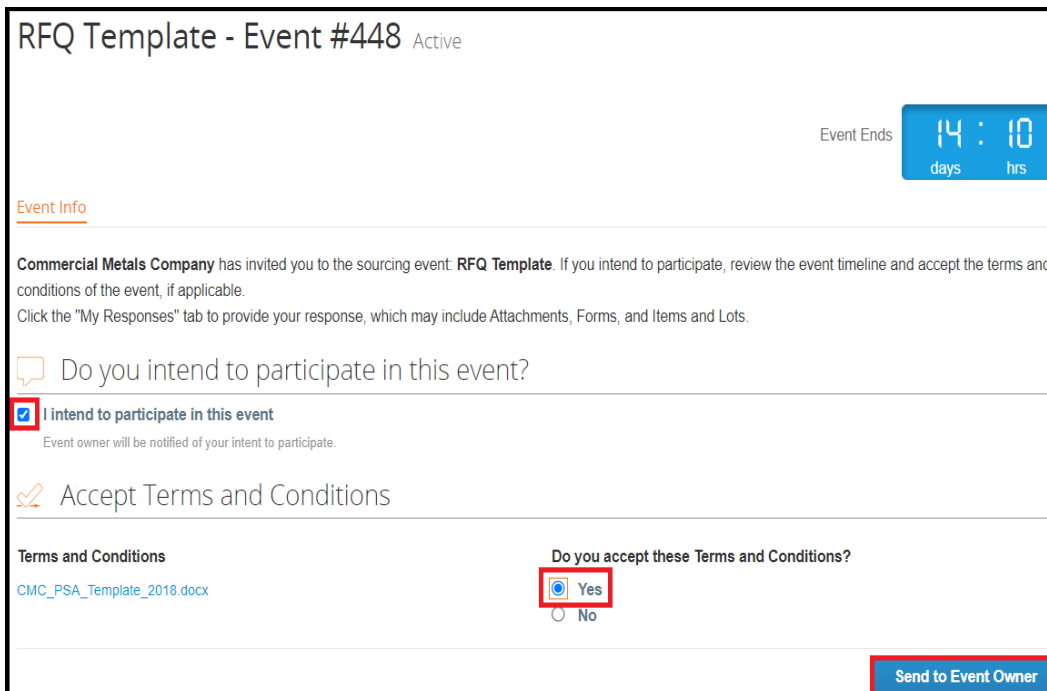
Quick Reference Guide – Responding to Spot Bid

How to Respond to Spot Bid

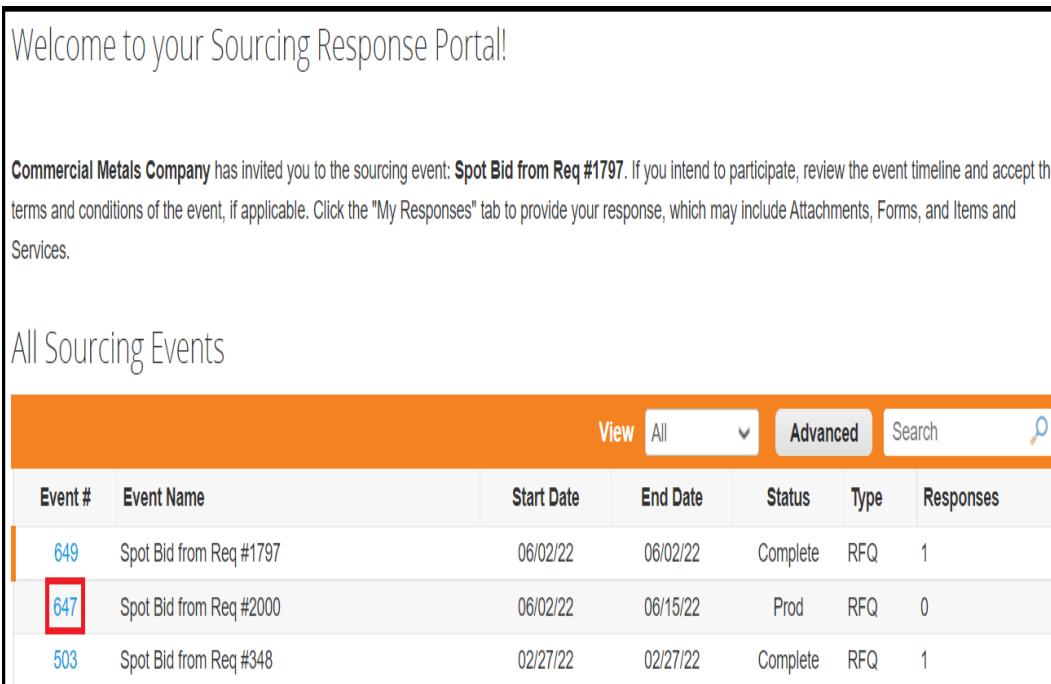
1. To view the event, click View Event.



2. If “I Intend to Participate” is chosen, it notifies the event owner.



3. Event details are displayed.

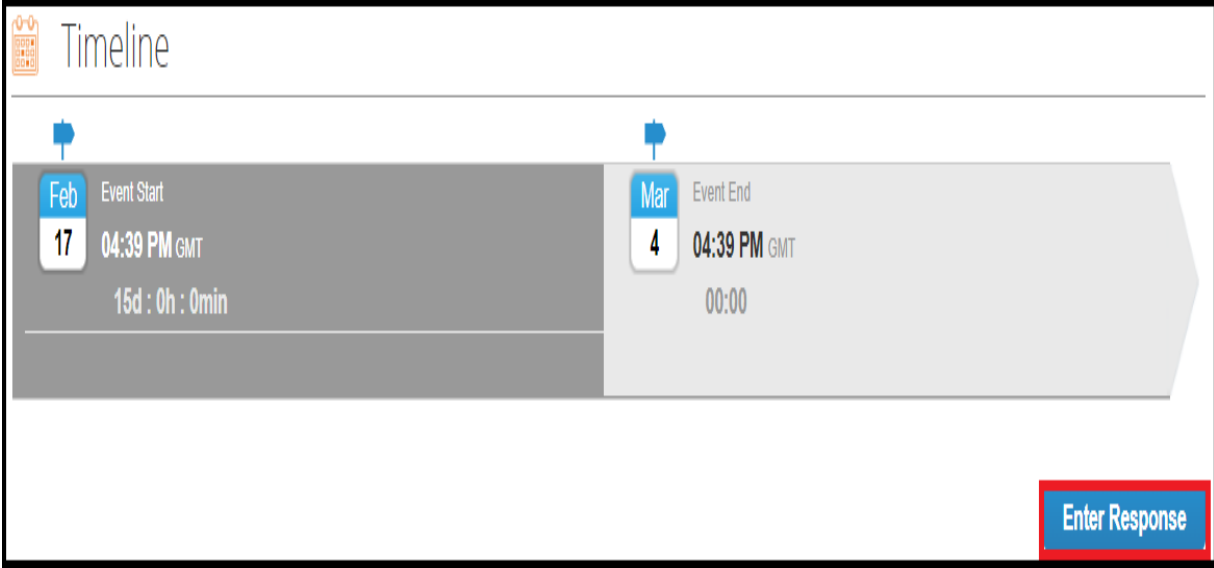


| Event # | Event Name | Start Date | End Date | Status | Type | Responses |
|---------|-------------------------|------------|----------|----------|------|-----------|
| 649 | Spot Bid from Req #1797 | 06/02/22 | 06/02/22 | Complete | RFQ | 1 |
| 647 | Spot Bid from Req #2000 | 06/02/22 | 06/15/22 | Prod | RFQ | 0 |
| 503 | Spot Bid from Req #348 | 02/27/22 | 02/27/22 | Complete | RFQ | 1 |

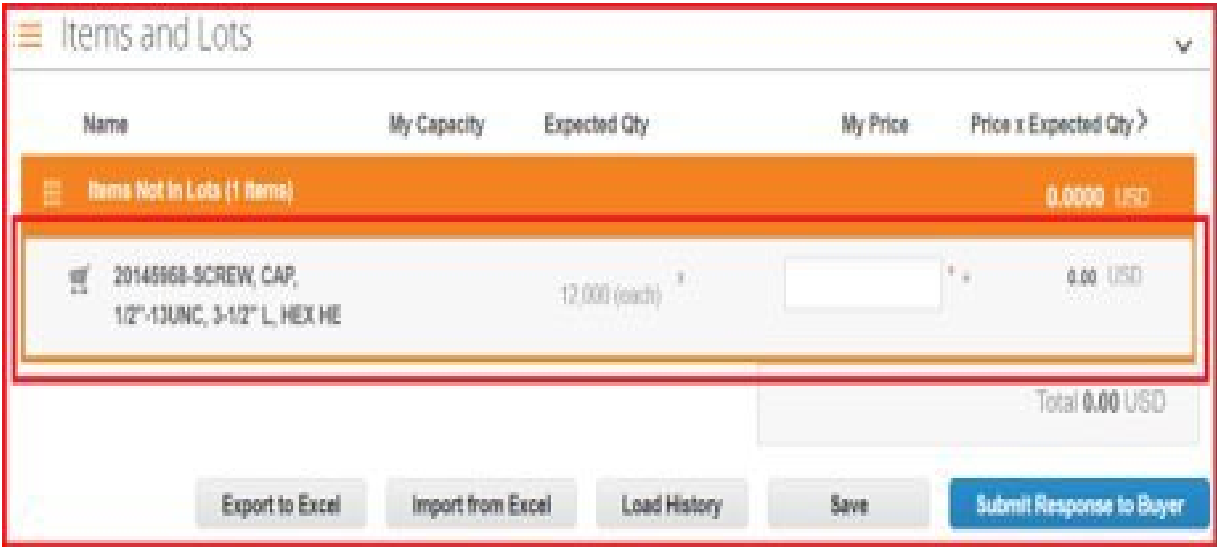
Quick Reference Guide – Responding to Spot Bid

How to Respond to Spot Bid

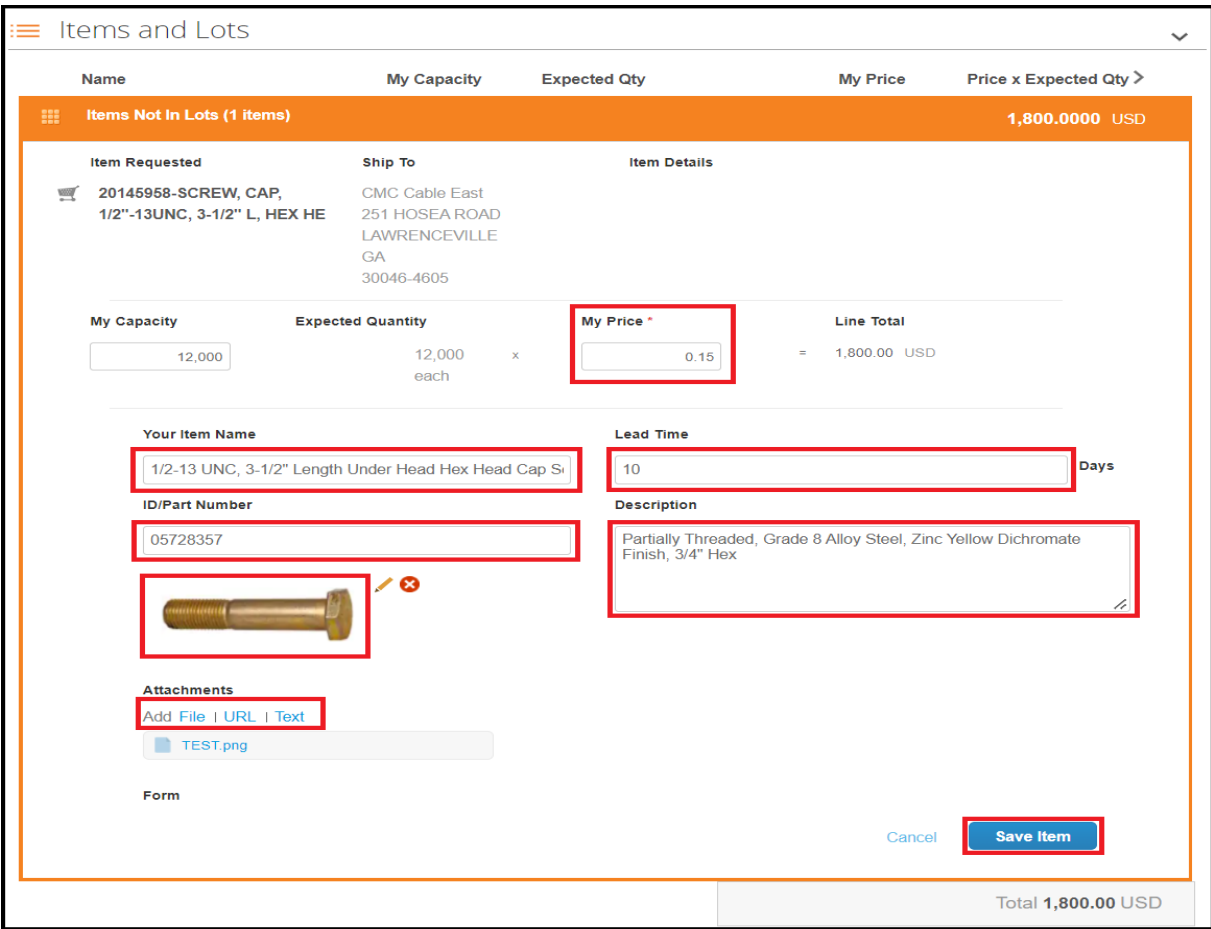
4. Click Enter Response to view the item details.



5. Click to edit the details.



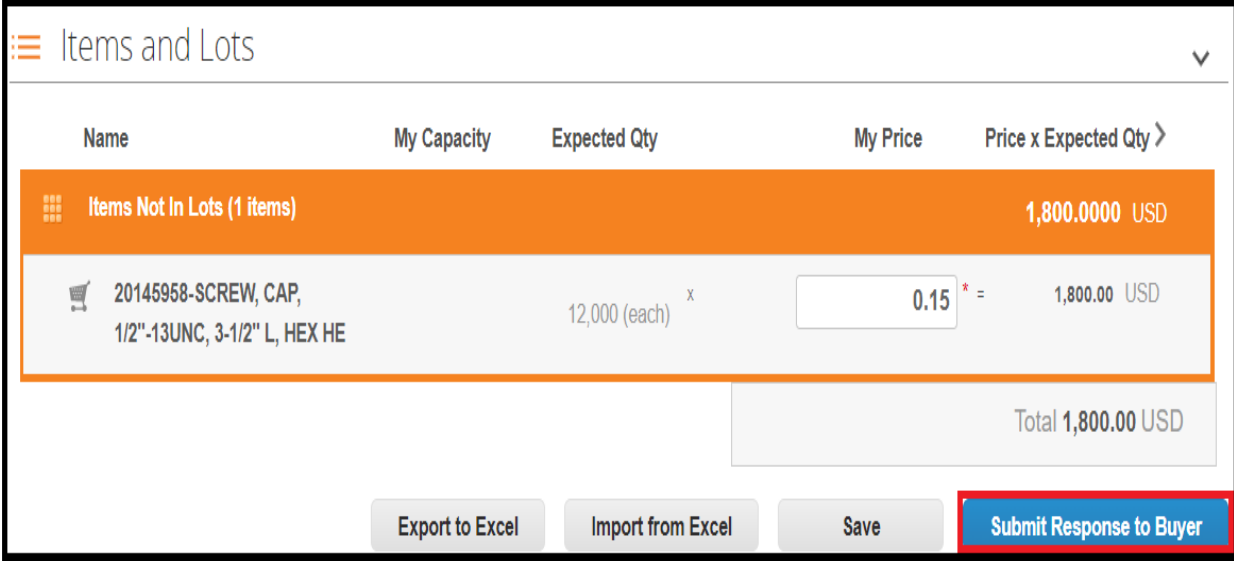
6. Enter the details such as price, item name, lead time. part number, description, picture or attach a file.



Quick Reference Guide – Responding to Spot Bid

How to Respond to Spot Bid

7. Submit your quote.



The screenshot shows the 'Items and Lots' interface. It features a table with the following columns: Name, My Capacity, Expected Qty, My Price, and Price x Expected Qty. The table contains one item: '20145958-SCREW, CAP, 1/2"-13UNC, 3-1/2" L, HEX HE' with an expected quantity of 12,000 (each) and a price of 0.15. The total price is 1,800.00 USD. Below the table, there are buttons for 'Export to Excel', 'Import from Excel', 'Save', and 'Submit Response to Buyer'.

| Name | My Capacity | Expected Qty | My Price | Price x Expected Qty |
|---|-------------|-----------------|----------|----------------------|
| Items Not In Lots (1 items) | | | | 1,800.0000 USD |
| 20145958-SCREW, CAP, 1/2"-13UNC, 3-1/2" L, HEX HE | | 12,000 (each) x | 0.15 | 1,800.00 USD |
| Total | | | | 1,800.00 USD |

Buttons: Export to Excel, Import from Excel, Save, Submit Response to Buyer