

Welcome to the supplier training session



imagination at work

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Open a Browser and enter the URL <https://css.gesupplier.com>

Login with the USER ID and Password sent by the GE Supplier Team

Refer to the snapshot below:

 **Single Sign On**

Enter your User ID and Password to Login

- > **Sign Up Now!**
- > **Need Help?**
- > **Modify Your Account**
- > **Synchronize your Password**
- > **Forgot your User ID?**
- > **Forgot your Password?**

User ID:
CORPTESTSUPPLIER02

Password:
●●●●●●●●

Remember my SSO User ID

Log In > **Forgot your Password?**

- > **Learn More**
It's easy to get secure access to all of your applications with just one User ID and Password! Find out how Single Sign On can simplify your accounts now.
- > **Sign Up**
If you don't have a Single Sign On User ID and Password yet, sign up now!
- > **Security Is Your Responsibility**
Report all security concerns and incidents to security.ge.com



Navigate the tool

- **Setting Preferences**

After logging into the home page click on Preferences seen on the right hand side corner and update the columns marked below, click on Apply and then Home

General Preferences

Cancel Reset to Default Apply

Languages

Current Session Language American English ⓘ

Default Application Language American English ⓘ

Accessibility

Accessibility Features None ⓘ

Regional

Territory India

Date Format dd-MMM-yyyy (03-Dec-2013)

Timezone (GMT +05:30) Calcutta

Number Format 10,000.00

Currency US Dollar

Client Character Encoding Western European (Windows) ⓘ

Notifications

Email Style HTML mail with attachments

Notifications will be sent in your current default language, American English.

Update the column with your local settings

- Access the auction : Click on Sourcing Supplier → Sourcing → Sourcing Home Page; In case you find Sourcing undefined please change the browser and use Google chrome or Mozilla Fire fox

Oracle Applications Home Page

Logged In As CSSTEST05

Main Menu

- Sourcing Supplier
 - Sourcing
 - Sourcing Home Page
 - Worklist

Worklist

From	Type	Subject	Sent	Due
Shetty, Rita	Sourcing Publish	You are invited: Auction 317762 (Generic Training***Test E auction***Nov 2013)	27-Nov-2013	27-Nov-2013
Upadhyayula, Nagarajesh	Sourcing Publish	You are invited: Auction 317695 (LTD corp.Nov 2013**Test E auction**)	11-Nov-2013	12-Nov-2013
Chowdhury, Aparup	Sourcing Publish	You are invited: Auction 317656 (ABC corp.Test E auction**Nov 2013**)	06-Nov-2013	07-Nov-2013
Shetty, Rita	Sourcing Publish	You are invited: Auction 317513 (Generic Supplier Training ***TEST AUCTION***)	25-Oct-2013	25-Oct-2013
Shetty, Rita	Sourcing Publish	You are invited: Auction 317491 (FW42 Ring Auction (ref 84) **Test e auction**Oct 2013)	23-Oct-2013	24-Oct-2013
Chowdhury, Aparup	Sourcing Publish	You are invited: Auction 316946 (Corporate Sept 2013 Test Auction)	04-Sep-2013	06-Sep-2013
Chowdhury, Aparup	Sourcing Publish	You are invited: Auction 316908 (CA Clarity PPM Enhancements. August 2013 Test Auction)	30-Aug-2013	31-Aug-2013

TIP Vacation Rules - Redirect or auto-respond to notifications.
 TIP Worklist Access - Specify which users can view and act upon your notifications.

View list of auction # participated(Your active and draft response) and invited one (Your company's open invitation)

Negotiations

Welcome, Rita Shetty.

Your Active and Draft Responses

Response Number	Response Status	Supplier Site	Negotiation Number	Title	Type	Auction Type	Time Left	Monitor	Unread Messages
82689	Draft		317146	Generic Supplier Training ***TEST AUCTION***	Auction	Reverse	293 days 3 hours		0
80728	Active		317146	Generic Supplier Training ***TEST AUCTION***	Auction	Reverse	293 days 3 hours		0
77940	Active		316921	Corporate, August 2013_Test Auction	Auction	Reverse	0 seconds		
77961	Draft		316950	Corporate_Sept 2013_Test Auction	Auction	Reverse	0 seconds		
77950	Active		316950	Corporate_Sept 2013_Test Auction	Auction	Reverse	0 seconds		

Your Company's Open Invitations

Supplier Site	Negotiation Number	Title	Type	Auction Type	Time Left
	317858	O&G Norway IT E-Auction ** T...	Auction	Reverse	5 hours 15 minutes
	317195	Oracle TEST-- Create Copy	Auction	Reverse	27 days 6 hours
	36419,3	Eiler Test III	RFQ	Reverse	696 days 4 hours
	34586,4	Document Test	RFQ	Reverse	1024 days 3 hours

- Review the Auction : Header, Lines, Control

Header | Lines | Control

Title: Test Auction VR10
 Status: Active
 Time Left: 08:02:34

Buyer: Ramana, Venkat
 Bid Style: Blind

Outcome: Standard Purchase Order
 Event: Test

Currency: Auction Currency: USD
 Price Precision: 2

Additional Response Currencies:
 Response Currency: GBP
 Currency Description: Pound Sterling
 Price Precision: 2

Requirements: Maximum Score: 15

Click on the title to download documents set as pre-requisites to be accepted for participation in the e-bid

Requirement: Please refer to the attachments for the prerequisites

Additional Header Attributes (Buyer & Supplier)

Notes and Attachments: Note to Suppliers: The attachments are as per the RFP, Prerequisites- T&C's, Suppl Expectations, MSA.

Title	Type	Description	Category	Last Updated By	Last Updated	Usage	Update	Delete
Terms and Conditions for E-Bid	File	Generic terms for participation in the E-Bid	To Supplier	501761434	09-Feb-2011	One-Time		
Supplier Expectations & NDA	File		To Supplier	501761434	09-Feb-2011	One-Time		
Standard terms of Purchase	File		To Supplier	501761434	09-Feb-2011	One-Time		

Header: Check the title, time lines ,bid currency, price precision(No. of digits after the decimal places), Prerequisites

Lines: Click on lines tab and Check the line items

Auction: 21009

Title **Test Auction VR10**
Status **Active**
Time Left **12:41:31**

Open Date **09-Feb-2011 04:29:26**
Close Date **11-Feb-2011 22:30:00**

Actions Acknowledge Participation Go

Header **Lines** Controls

Display Rank As **1,2,3...**
Ranking **Price Only**

Cost Factors **Supplier**
 Suppliers see their bid price transformed

Price Tiers **Quantity Based**

Lines

Line	Item, Rev	Category	Unit	Quantity	Need-By From	Need-By To	Best Price (USD)	Active Responses	Time Left
1 Part # 1213456		11.14.00.00.00	Each	100			Blind	Blind	12 hours 44 minutes
2 Annual Service Contract		11.13.15.06.00	Each	10			Blind	Blind	12 hours 44 minutes

[Return to Negotiations](#)

Actions Acknowledge Participation Go

Controls: Click on controls and find the Information about auction details

Title **Test Auction VR10**
Status **Active**
Time Left **12:31:02**

Open Date **09-Feb-2011 04:29:26**
Close Date **11-Feb-2011 22:30:00**

Actions Acknowledge Participation Go

Header **Lines** Controls

Schedule

Preview Date
Close Date **11-Feb-2011 22:30:00**

Open Date **09-Feb-2011 04:29:26**
Award Date **09-Feb-2011 16:00:00**

Response Rules

- Negotiation is restricted to invited suppliers
- Suppliers are allowed to respond to selected lines
- Suppliers are required to respond with full quantity on each line
- Suppliers are allowed to provide multiple responses
- Buyer may create multiple rounds of negotiations
- Suppliers are required to lower the line price when submitting a revised response: 0.5%
- Buyer may close the negotiation before the Close Date
- Buyer may manually extend the negotiation while it is open
- Negotiation is allowed to AutoExtend based on the following settings

AutoExtend Settings

Lowest Triggering Response Rank **Any response**
Start Time of Extensions **Close Date**
Number of Extensions **5**

Lines to AutoExtend **All lines**
AutoExtend Period **5 Minutes**

- Acknowledge Participation :

The screenshot shows the Oracle Sourcing interface for Auction 21009. The main content area displays details for 'Test Auction VR10' with status 'Active' and 'Time Left: 12:15:45'. The buyer is identified as 'Ramana, Venkat' with a 'Blind' bid style. The interface includes sections for 'Header', 'Lines', 'Controls', 'Terms', 'Currency' (USD), 'Additional Response Currencies' (GBP), and 'Requirements'. A yellow callout box with the text 'Select "Acknowledge Participation" & click "Go"' has an arrow pointing to a dropdown menu in the 'Actions' column. The dropdown menu is open, showing options: 'Acknowledge Participation', 'Acknowledge Participation', 'Create Bid', 'Online Discussions', 'View Bid History', 'Monitor Auction', 'Printable View', and 'Export to Spreadsheet'. A red box highlights the 'Acknowledge Participation' options and the 'Go' button.

The screenshot shows the 'Acknowledge Participation (Auction 21009)' form. The 'Supplier Site' is set to 'LONDON'. The question 'Will your company participate?' has radio buttons for 'Yes' (selected) and 'No'. A 'Note to Buyer' text area is present and highlighted with a red box. A yellow callout box with the text 'Select "Yes" Add note to buyer as required & click "Apply"' has arrows pointing to the 'Yes' radio button and the 'Note to Buyer' text area. 'Apply' and 'Cancel' buttons are visible at the bottom right.

Concepts to place the bid

Bid Decrement – Decrease in bid by a specific minimum price (amount/percentage) with every bid followed after placing the initial bid

Example :-

Starting Value: 100 EUR

- GE will add the supplier starting amount as per quoted on the RFP.

Bid Decrement(PERCENT): 0.25 %EUR

- Every time suppliers bid, the minimum amount to decrease from the starting price is 5 %EUR

Next Bid to be submitted and accepted by the system:

100 EUR – 0.25 EUR = 99.75 EUR (Minimum) and less than that...

Extension Period – Extension of bid duration



Example 1:–

E-Bidding duration: 30 minutes

Quiet time: Last 5 minutes(from 25th -30th min)

Auto Extensions: 3

Extension Period: 5 minutes

If a bid is placed anytime during the quiet period an auto extension would get triggered and the auction would be extended for 5 minutes and so on till 3 auto extensions are triggered and then the auction would close

NOTE: As the auto extension is dynamic in nature, in case no bid is placed during the quiet time , no auto extension would get triggered rather the Auction would get closed after the bid duration

How to Create the bid



Auction: 37140

Title **Licitación Nacional de Servicio de Personal Temporal**Test E auction****Dec 2013**

Status **Active**

Time Left **03:41:57**

Open Date **04-Dec-2013**

Close Date **06-Dec-2013**

Actions: **Create Bid** (selected), Go, View Bid History, Monitor Auction, Printable View, Export to Spreadsheet

Header | Lines | Controls

Buyer **Shetty, Rita**

Bid Style **Blind**

Operating Unit **GE Energy**

Description **This is a test auction, please do not submit the original bid price, you can play with the tool by submitting imaginary numbers, nothing goes on record. The O**

Terms

Bill-To Address [4200 Wildwood Pkwy](#)

Ship-To Address [4200 Wildwood Pkwy](#)

FOB

Currency

Auction Currency **USD**

To Submit Bid for 1st time

Negotiations

Negotiations > Auction: 166639 > Create Bid: 37140 (Auction 166639)

Cancel | Revert to Active Bid | View Auction | Monitor Auction | Bid By Spreadsheet | Save Draft | Continue

Title Generic Supplier Training ***TEST AUCTION***

Time Left **323 days 15 hours**

Close Date **20-Jun-2013 07:38:32**

Header | Lines

Supplier **CORP TEST SUPPLIER**

Auction Currency **USD**

Bid Currency **USD**

Price Precision **2 decimals maximum**

Bid Valid Until

Reference Number (example: 31-Jul-2012)

Note to Buyer

Attachments

Add Attachment...

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

Requirements

Expand All | Collapse All

Focus Title

Requirements

Terms & Conditions

Please accept the Terms & Conditions to participate in the e-auction....

Target Value

Bid Value

Yes (selected)

No

Yes

Cancel | Revert to Active Bid | View Auction | Monitor Auction | Bid By Spreadsheet | Save Draft | Continue



Click on the lines tab, then place the bid under bid price and click on continue

Title Training Auction Time Left **9 minutes**
Close Date **15-May-2009 15:40:00**

Header **Lines**

Auction Currency **GBP** Bid Currency **GBP**
Price Precision **Any**
Proxy Bid Decrement %

Line	Update	Ship-To	Rank	Start Price	Target Price	Bid Price	Proxy Minimum	Unit	Target Quantity	Bid Quantity	Promised Date
1 Stationery		Refer to Tender Document	No Bid								
1.1 Lot 1: Paper		Refer to Tender Document	No Bid	160,000		<input type="text" value="160000"/>	<input type="text"/>	Total	1	<input type="text" value="1"/>	<input type="text"/>
1.2 Lot 2: Office Sup...		Refer to Tender Document	No Bid	15,000		<input type="text" value="15000"/>	<input type="text"/>	Total	1	<input type="text" value="1"/>	<input type="text"/>
1.3 Lot 3: IT Consuma...		Refer to Tender Document	No Bid	140,000		<input type="text" value="140000"/>	<input type="text"/>	Total	1	<input type="text" value="1"/>	<input type="text"/>

Indicates more information requested. Click the Update icon.

Check the bid price and the bid total

Title **Training Auction** Time Left **9 minutes**
Supplier Site **ABC HQ** Close Date **15-May-2009 15:40:00**
Auction Currency **GBP** Bid Valid Until
Bid Currency **GBP** Reference Number
Price Precision **Any** Note to Buyer

Attachments

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

Lines

Proxy Bid Decrement **0.25%** Bid Total (GBP) **315,000.00**

Select	Line	Ship-To	Start Price	Target Price	Bid Price (GBP)	Proxy Minimum	Unit	Target Quantity	Bid Quantity	Your Total	Need-By At Date	Promised Date
<input type="radio"/>	1 Stationery	Refer to Tender Document								315,000.00		
<input type="radio"/>	1.1 Lot 1: Paper	Refer to Tender Document	160,000		<input type="text" value="160000"/>		Total	1	1	160,000.00		
<input type="radio"/>	1.2 Lot 2: Office Sup...	Refer to Tender Document	15,000		<input type="text" value="15000"/>		Total	1	1	15,000.00		

If you have made a mistake, click **Back** to return to the previous screen

Click **Submit** to submit the bid

After submitting your first bid you will receive confirmation that it has been placed successfully.



Negotiations

Confirmation
Bid 1579 for Auction 1131 has been submitted.

[Monitor Auction](#)

[Return to Sourcing Home Page](#)

Click on **Monitor Auction** to check rank

The Monitor Auction screen summarizes the bids you have placed so far and constantly updates to show your rank against other suppliers. Remain on this screen between bids to monitor the progress of the auction.

Monitor Auction: 3275

AutoRefresh Interval: 30 seconds

Create Bid

Title: [Training Auction](#)
Status: **Active**
Time Left: **3 minutes**

Open Date: **15-May-2009 15:20:00**
Close Date: **15-May-2009 15:43:00**

Lines

Bid Total (GBP) **315,000.00**

Display only the lines on which I have bid
 Display only the lines that I am currently losing

Update Bid	Line	Category	Time Left	Rank	Bid Price (GBP)	Target Price (GBP)	Bid Quantity	Quantity	Your Total Amount (GBP)	Need-By Date	Promised Date
	1 Stationery		3 minutes						315,000.00		
	1.1 Lot 1: Paper	Basic Resources.Paper	3 minutes	1	160,000		1	1	160,000.00		
	1.2 Lot 2: Office Supplies	Miscellaneous.Others	3 minutes	1	15,000		1	1	15,000.00		
	1.3 Lot 3: IT Consumables	Miscellaneous.Others	3 minutes	1	140,000		1	1	140,000.00		

[Return to Sourcing Home Page](#)

Click **Create bid** to submit your next bid and continue the same procedure

How to use Online Discussion tool

Negotiations >
RFQ: 43394

Title **Training RFQ**
Status **Active**
Time Left **00:59:33**

Header | Lines | Controls | Contract Terms

Buyer **Fenelon, Judith**
Quote Style **Blind**
Description

Open Date **07-Sep-2010 10:...**
Close Date **07-Sep-2010 11:...**

Outcome **Standard Purchase**
Event

Actions: Acknowledge Participation (dropdown), Go, Acknowledge Participation, Create Quote, **Online Discussions**, View Quote History, Printable View, Export to Spreadsheet

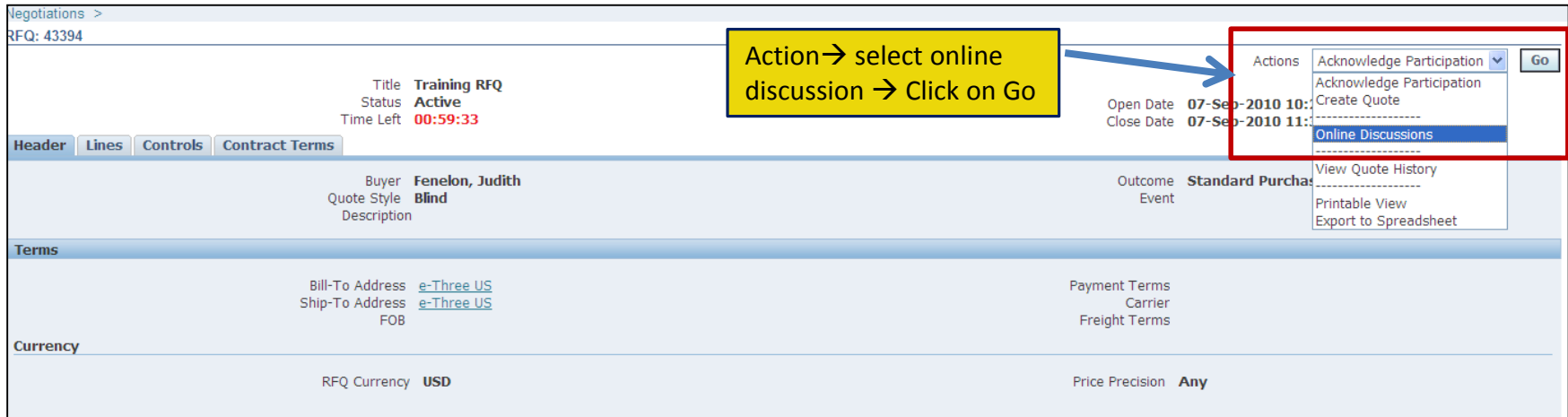
Terms

Bill-To Address [e-Three US](#)
Ship-To Address [e-Three US](#)
FOB

Payment Terms
Carrier
Freight Terms

Currency

RFQ Currency **USD**
Price Precision **Any**



Online Discussions (RFQ 43394)

Title **Training RFQ**
Status **Active**
Time Left **24 minutes**

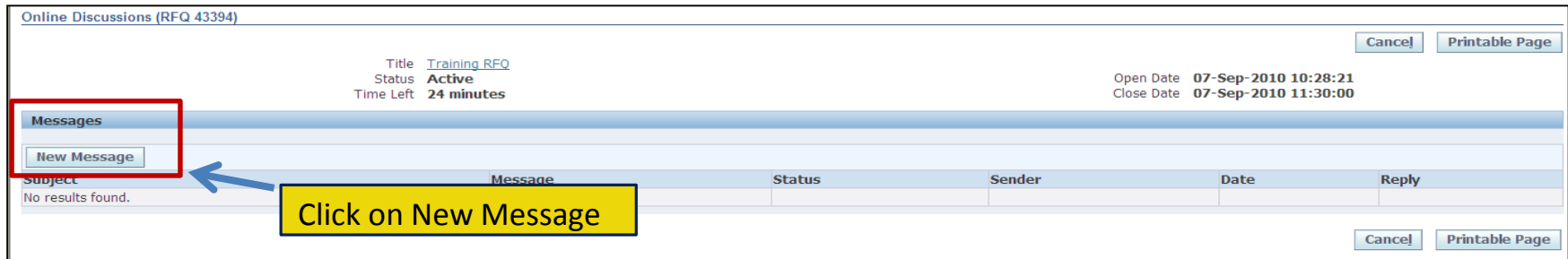
Open Date **07-Sep-2010 10:28:21**
Close Date **07-Sep-2010 11:30:00**

Messages

New Message

Subject	Message	Status	Sender	Date	Reply
No results found.					

Cancel | Printable Page



* Indicates required field

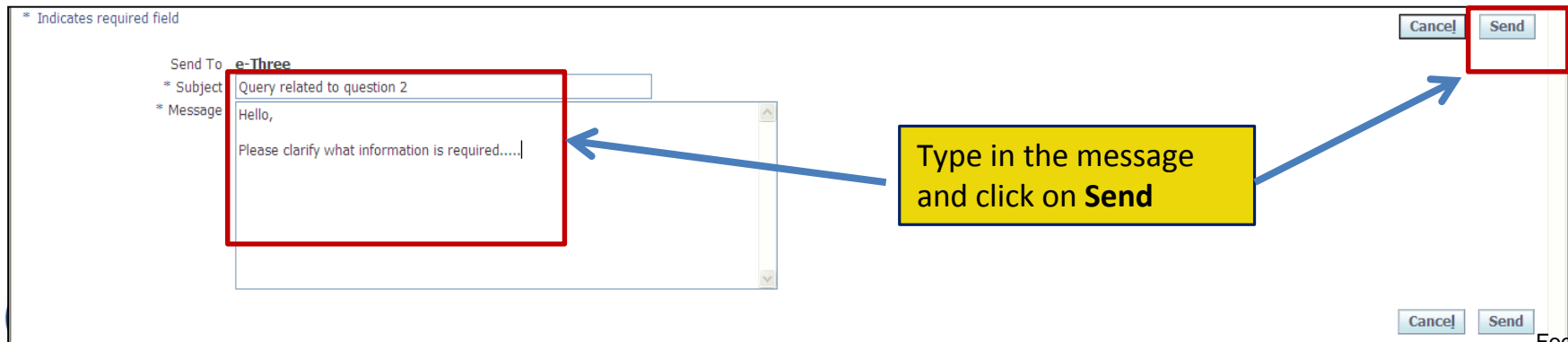
Send To **e-Three**

* Subject **Query related to question 2**

* Message
Hello,
Please clarify what information is required.....

Cancel | Send

Cancel | Send





*Wish you
Good luck!*

