



NNS - SCP

What's New in NNS-SCP 3.0



NNS – SCP

- The following document outlines what's new for NNS – SCP 3.0
 - > Respond to an RFQ via Microsoft Excel “.xls” upload
 - > “In Process” on RFQ, BPO, and DPO
 - > Supplier Price on RFQ
 - > Alert Email Changes



Respond to an RFQ via Microsoft Excel “.xls” upload

Response via the Excel Upload

- The system now allows a supplier to upload their RFQ response by Microsoft Excel Upload. This provides the ability for the supplier to work on the response offline and upload back into the system when ready. There are certain limitations and constraints outlined in this section which the supplier will need to follow.

- **File Constraints:**

- > Excel version 2003-2007
- > Extension = .xls

- **Steps:**

1. Download Excel Response File
2. Update File
3. Upload version

RFQ Number	Revision Number	RFQ Start	RFQ Line Item	Line Status	Material Number	Description	Request Delivery Date	RFQ Quantity	UOM	Action (Bid or No Bid)	Supplier Price	Supplier Notes	Contact Person	Contact Phone	Contact Email	RFQ Date	Change Order Date	Received Date	Supplier MPO	Buyer MPO
00004008	5-09102013-01	*****	*****	1 New	14880050	BOLT STL 0.25-11UNC 2A X 2.750 L	*****	10,000	Each	*****	0.00	*****	*****	*****	*****	*****	*****	*****	0876755a-1a48-45a2-965a-24e5d22f5a	0876755a-1a48-47a3-965a-1f1f02d4a83
00004008	5-09102013-01	*****	*****	2 New	15027910	BOLT STL 1 250-7UNC 2A X 5.250 L	*****	11,000	Each	*****	0.00	*****	*****	*****	*****	*****	*****	*****	0876755a-1a48-45a2-965a-24e5d22f5a	0876755a-1a48-47a3-965a-1f1f02d4a83
00004008	5-09102013-01	*****	*****	3 New	15030254	STUD STL 0.25-11UNC 2A X 5.000 L	*****	12,000	Each	*****	0.00	*****	*****	*****	*****	*****	*****	*****	0876755a-1a48-45a2-965a-24e5d22f5a	0876755a-1a48-47a3-965a-1f1f02d4a83
00004008	5-09102013-01	*****	*****	4 New	15040470	SCREW STL 0.25-11UNC 3A X 0.750 L CAP	*****	13,000	Each	*****	0.00	*****	*****	*****	*****	*****	*****	*****	0876755a-1a48-45a2-965a-24e5d22f5a	0876755a-1a48-47a3-965a-1f1f02d4a83
00004008	5-09102013-01	*****	*****	5 New	15061470	STUD CRCS 1 000-8UNC-3A X 0.750 L DRW	*****	14,000	Each	*****	0.00	*****	*****	*****	*****	*****	*****	*****	0876755a-1a48-45a2-965a-24e5d22f5a	0876755a-1a48-47a3-965a-1f1f02d4a83
00004008	5-09102013-01	*****	*****	6 New	15061482	STUD CRCS 1 000-8UNC-3A X 0.9375 L DRW	*****	15,000	Each	*****	0.00	*****	*****	*****	*****	*****	*****	*****	0876755a-1a48-45a2-965a-24e5d22f5a	0876755a-1a48-47a3-965a-1f1f02d4a83
00004008	5-09102013-01	*****	*****	7 New	15077071	BOLT STL 1 1250-12UNF 3A X 6.750 L	*****	16,000	Each	*****	0.00	*****	*****	*****	*****	*****	*****	*****	0876755a-1a48-45a2-965a-24e5d22f5a	0876755a-1a48-47a3-965a-1f1f02d4a83

Response via the Excel Upload – Step 1: Download

- Navigation Tree: Upload/Download – Downloads – Order Management – RFQ
- Enter your search parameters, then click ‘Search to Download’

EXOSTAR: << Search RFQ

Search RFQs

Filling in at least one field will return results more quickly.

RFQ Number: bamm-HIISCIP3.0-RFQ-080713-003

RFQ Date: From: To:

Line Last Modified: From: To:

Revision Number: From: To:

Change Order Date: From: To:

Supplier Ref Number: From: To:

RFQ Start: From: To:

RFQ Deadline: From: To:

Buyer Account: [Field]

Contact Person: [Field]

Supplier Company: [Field]

Supplier Number: [Field]

Supplier Contact: [Field]

Line Status: [Dropdown: New, Updated, No Bid]

In Process: [Checkbox: No, Yes]

Buttons: Reset, Save, Search to Download


- Click Next

Select Document Type

Document Type
<input checked="" type="radio"/> RFQ Supplier Response

Comments: [Text Box]

Next


- Click the refresh () icon until the Status shows ‘Completed’

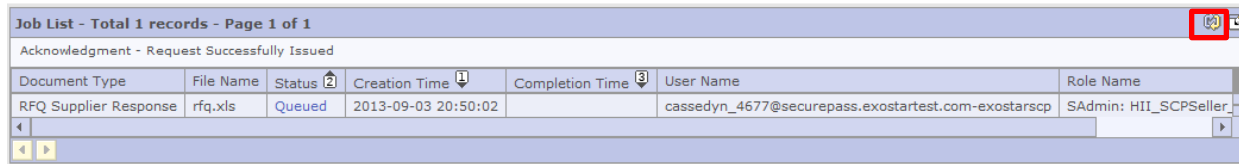
Job List - Total 1 records - Page 1 of 1

Acknowledgment - Request Successfully Issued

Document Type	File Name	Status	Creation Time	Completion Time	User Name	Role Name
RFQ Supplier Response	rfq.xls	Queued	2013-09-03 20:50:02		cassedyndyn_4677@securepass.exostartest.com-exostarscp	SAdmin: HII_SCPSeller

Response via the Excel Upload – Step 1: Download

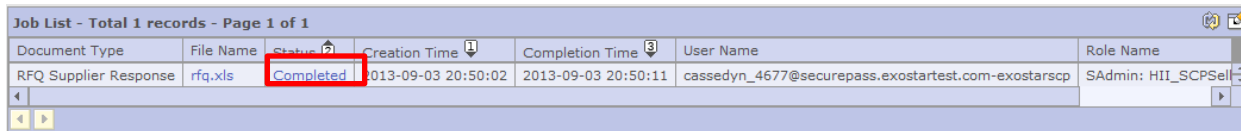
- Click the refresh () icon until the Status shows 'Completed'



Job List - Total 1 records - Page 1 of 1

Acknowledgment - Request Successfully Issued

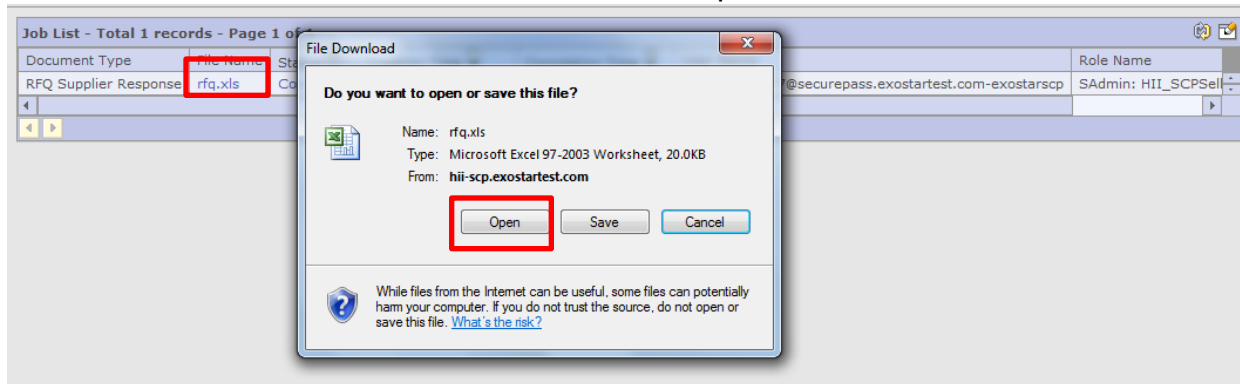
Document Type	File Name	Status	Creation Time	Completion Time	User Name	Role Name
RFQ Supplier Response	rfq.xls	Queued	2013-09-03 20:50:02		cassedyn_4677@securepass.exostartest.com-exostarscp	SAdmin: HII_SCPSeller



Job List - Total 1 records - Page 1 of 1

Document Type	File Name	Status	Creation Time	Completion Time	User Name	Role Name
RFQ Supplier Response	rfq.xls	Completed	2013-09-03 20:50:02	2013-09-03 20:50:11	cassedyn_4677@securepass.exostartest.com-exostarscp	SAdmin: HII_SCPSeller

- Click the link under the File Name, then click 'Open'



- The RFQ should then open in Excel

Response via the Excel Upload – Step 2: Update Sheet

- **Fill in the Excel spreadsheet with your responses to the RFQ**
 - > Information may be entered into the following Columns only: 'Action', 'Supplier Price' and 'Supplier Notes'
 - > Only 'Bid' or 'No Bid' may be entered into the 'Action' column (this field is case sensitive)
 - > Only numeric values containing 2 decimal places may be entered into the 'Supplier Price' field
 - > The 'Supplier Notes' column is optional
 - > Any information entered under columns other than 'Action', 'Supplier Price' and 'Supplier Notes' will be ignored by the system upon upload

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S
	*RFQ Number	Revision Number	RFQ Start	RFQ Deadline	*RFQ Line Item	Line Status	Material Number	Item Description	Request Delivery Date	RFQ Quantity	UOM	*Action (Bid or No Bid)	Supplier Price	Supplier Notes	Contact Person	Contact Phone	Contact Email	RFQ Date	Change Order Date
1	Aamir-HISCP3.0-RFQ-080713-003		#####	#####	1	New	Starboard Side Anchor Chain And Anchor - 5000 Tons	Item Description	#####	10.0000	Square Foot		0.00		BuyerName	9105091557	buyer@company.com	#####	
2	Aamir-HISCP3.0-RFQ-080713-003		#####	#####	2	New	Port Side Anchor Chain + Anchor - 5000 Tons, 500ft		#####	10.0000	Other		0.00		BuyerName	9105091557	buyer@company.com	#####	
3	Aamir-HISCP3.0-RFQ-080713-003		#####	#####	3	New	Bow Anchor Chain plus Anchors - 5000 Tons, 5000 ft		#####	10.0000	Other		0.00		BuyerName	9105091557	buyer@company.com	#####	
4	Aamir-HISCP3.0-RFQ-080713-003		#####	#####	4	New	Stern Anchor Chain plus Anchors - 5000 Tons, 500ft		#####	10.0000	Other		0.00		BuyerName	9105091557	buyer@company.com	#####	
5	Aamir-HISCP3.0-RFQ-080713-003		#####	#####	5	New	Stern Anchor Chain plus Anchors - 5000 Tons, 500ft		#####	10.0000	Other		0.00		BuyerName	9105091557	buyer@company.com	#####	

- Once you have finished filling in your responses, save the Excel spreadsheet to your computer

Response via the Excel Upload – Step 3: Upload Sheet

- **Upload your RFQ response**

- > Navigation Tree: Upload/Download – Uploads – Order Management – RFQ
- > Click the 'Browse' button to browse to the location you saved your completed RFQ response spreadsheet, then click 'Next'




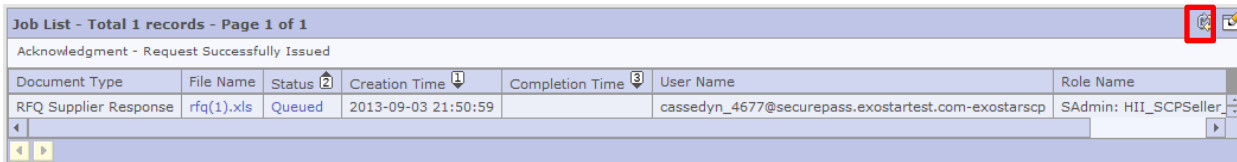
Select Document Type

Document Type
<input type="radio"/> RFQ Supplier Response

File Name: H:\App Admin\HII\SCP-NNS 3.0\Test RFQ Upload Resp

Comments:

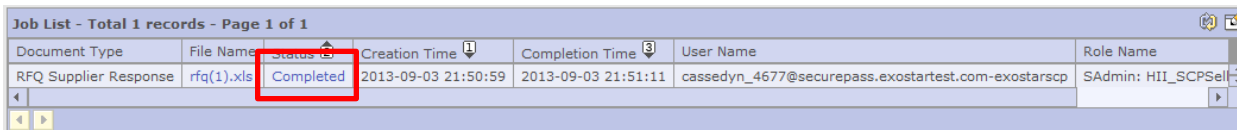
- > Click the refresh () icon until the Status shows 'Completed'



Job List - Total 1 records - Page 1 of 1

Acknowledgment - Request Successfully Issued

Document Type	File Name	Status	Creation Time	Completion Time	User Name	Role Name
RFQ Supplier Response	rfq(1).xls	Queued	2013-09-03 21:50:59		cassedyn_4677@securepass.exostartest.com-exostarscp	SAdmin: HII_SCPSeller



Job List - Total 1 records - Page 1 of 1

Document Type	File Name	Status	Creation Time	Completion Time	User Name	Role Name
RFQ Supplier Response	rfq(1).xls	Completed	2013-09-03 21:50:59	2013-09-03 21:51:11	cassedyn_4677@securepass.exostartest.com-exostarscp	SAdmin: HII_SCPSeller

Response via the Excel Upload – Step 3: Upload Sheet

- The process is now complete, and your RFQ response has been sent to the buyer. If you search for the RFQ in SCP, you should now see the values that you entered into the spreadsheet.

RFQ Schedules Total 5 records Page 1 of 1

<input type="checkbox"/>	HII RFQ	RFQ Number ¹	RFQ Line Item ²	Line Status	Supplier Price	Currency	Deliver To Company	Buyer Notes	Supplier Notes	Pulled Qty
<input type="checkbox"/>	(1)	Aamir-HIISCP3.0-RFQ-080713-003	1	Bid	50.00		Ship To Name1	View	None	0
<input type="checkbox"/>	(1)	Aamir-HIISCP3.0-RFQ-080713-003	2	No Bid	0.00		Ship To Name1	View	None	0
<input type="checkbox"/>	(1)	Aamir-HIISCP3.0-RFQ-080713-003	3	No Bid	0.00		Ship To Name1	View	None	0
<input type="checkbox"/>	(1)	Aamir-HIISCP3.0-RFQ-080713-003	4	Bid	10,689.85		Ship To Name1	View	None	0
<input type="checkbox"/>	(1)	Aamir-HIISCP3.0-RFQ-080713-003	5	Bid	155,000.00		Ship To Name1	View	None	0

20 Records per page

View History Reset In Process



“In Process” on RFQ, BPO, and DPO

“In Process”

- Suppliers now have the ability to mark an RFQ, BPO, and DPO as “In Process.” The benefit of this functionality is the reduction in the times multiple parties are responding to the same item.
- The flag for “In Process” can be found at the header level of the details page

The screenshot displays a software interface titled “RFQ Details”. It contains a list of fields and their corresponding values, organized into two columns. A red rectangular box highlights the “RFQ Start: 2012-01-02” and “In Process: Yes” entries. Other visible fields include RFQ Number, RFQ Status, Revision Number, Change Order Date, RFQ Date, Header Last Modified, HII RFQ, Supplier Ref Number, RFQ Deadline, Buyer Company, Buyer Address, and Contact Person.

- RFQ Details			
RFQ Number:	Aamir-HIISCP3.0-RFQ-080613-001	RFQ Date:	2002-06-02
RFQ Status:	New	Header Last Modified:	2013-08-06
Revision Number:		HII RFQ:	(1)
Change Order Date:		Supplier Ref Number:	1234
RFQ Start:	2012-01-02	RFQ Deadline:	2013-12-31
In Process:	Yes	Buyer Company:	Buyer Name1
Buyer Address:	Buyer Address	Contact Person:	BuyerName

“In Process”

- Setting the “In Process” flag can be performed from the List and/or Details Page
 - > List Page

RFQ Schedules Total 29 records Page 1 of 2 - 1 records selected

<input type="checkbox"/>	HII RFQ	RFQ Number	RFQ Line Item	Line Status	RFQ Date	Header Last Modified	Revision
<input checked="" type="checkbox"/>	(1)	6000440085	1	New	2013-08-27	2013-08-27 18:01:01	
<input type="checkbox"/>	(1)	6000440085	2	New	2013-08-27	2013-08-27 18:01:01	
<input type="checkbox"/>	(1)	6000440085	3	New	2013-08-27	2013-08-27 18:01:01	
<input type="checkbox"/>	(1)	6000440085	4	New	2013-08-27	2013-08-27 18:01:01	
<input type="checkbox"/>	(1)	6000440085	5	New	2013-08-27	2013-08-27 18:01:01	
<input type="checkbox"/>	(1)	6000440085	6	New	2013-08-27	2013-08-27 18:01:01	
<input type="checkbox"/>	(1)	6000440085	7	New	2013-08-27	2013-08-27 18:01:01	
<input type="checkbox"/>	(1)	6000440085	8	New	2013-08-27	2013-08-27 18:01:01	
<input type="checkbox"/>	(1)	6000440085-09102013-01	1	New	2013-09-10	2013-09-09 13:36:50	
<input type="checkbox"/>	(1)	6000440085-09102013-01	2	New	2013-09-10	2013-09-09 13:36:50	
<input type="checkbox"/>	(1)	6000440085-09102013-01	3	New	2013-09-10	2013-09-09 13:36:50	
<input type="checkbox"/>	(1)	6000440085-09102013-01	4	New	2013-09-10	2013-09-09 13:36:50	
<input type="checkbox"/>	(1)	6000440085-09102013-01	5	New	2013-09-10	2013-09-09 13:36:50	
<input type="checkbox"/>	(1)	6000440085-09102013-01	6	New	2013-09-10	2013-09-09 13:36:50	

Jump 20 Records per page View History Reset Bid No Bid In Process

- > Details Page

- RFQ Schedules Total 8 records Page 1 of 1 State: All (8) Filter

<input type="checkbox"/>	Line Attachment	RFQ Line Item	Line Status	Line Last Modified	Buyer Account	Material Number	Item Description
<input type="checkbox"/>	(0)	1	New	2013-08-27	NNS	14989059	BOLT,STL,0.
<input type="checkbox"/>	(0)	2	New	2013-08-27	NNS	15027810	BOLT,STL,1.
<input type="checkbox"/>	(0)	3	New	2013-08-27	NNS	15038204	STUD,STL,0.
<input type="checkbox"/>	(0)	4	New	2013-08-27	NNS	15040479	SCREW,STL,
<input type="checkbox"/>	(0)	5	New	2013-08-27	NNS	15061479	STUD,CRES,
<input type="checkbox"/>	(0)	6	New	2013-08-27	NNS	15061483	STUD,CRES,

20 Records per page View History Reset Bid No Bid In Process

“In Process”

- Key Notes
 - > The “In Process” action does not send any response back to NNS
 - > Users can exclude those documents “In Process” at the Summary and Search pages to filter documents

The screenshot displays a search interface for RFQs. At the top, there are two tabs: "Schedule/Line Summary" (selected) and "Header Summary". A dropdown menu on the right shows "RFQ". Below the tabs, there are various search criteria with input fields and calendar icons:

- RFQ Number
- Revision Number
- RFQ Start (From: and To:)
- Buyer Account
- Supplier Company
- Supplier Contact
- Item Description
- Deliver To Company
- RFQ Date (From: and To:)
- Supplier Ref Number
- RFQ Deadline (From: and To:)
- Contact Person
- Supplier Number
- Material Number
- Supplier Item Number

At the bottom, there is a "Reset" button, a dropdown menu, and "Save" and "Search" buttons. A red box highlights the "In Process" filter, which has a dropdown menu with options: "All", "No", and "Yes".



Supplier Price on RFQ

Supplier Price on RFQ

- Supplier Price will have decimal place precision on it to prevent the supplier from adding more than two decimal places
 - > This prevention will be made post form submit and the supplier will be notified to correct their price
- On “Bid” action, the supplier price must contain a value greater than “0”
 - > This is to ensure that suppliers do not inadvertently submit a bid without adding a price
 - > In the rare case that a bid would be zero, add \$0.01 and designate in the notes section for the line that it should be zero

The screenshot shows a table titled "RFQ Schedules" with 5 records. The first record is selected. The "Supplier Price" column for the first record is highlighted with a red box and contains the value "0.01". The "Supplier Notes" column for the first record is also highlighted with a red box and contains the text "Create".

<input type="checkbox"/>	Line Attachment	RFQ Line Item	Line Status	UOM	Supplier Price	Currency	Deliver To Company	Deliver To Address	Buyer Notes	Supplier Notes	Put
<input checked="" type="checkbox"/>	(0)	3	New	Other	0.01		Ship To Name1	Deliver To Address	View	Create	
<input type="checkbox"/>	(0)	4	New	Other	0.00		Ship To Name1	Deliver To Address	View	Create	
<input type="checkbox"/>	(0)	5	New	Other	0.00		Ship To Name1	Deliver To Address	View	Create	

Records per page: 20 | View History | Reset | Bid | No Bid | In Process



Alert Email Changes

Changes to Email Alerts

- Suppliers will receive order number and date information for the New/Updated email alerts. Additionally, the cancelation alerts will contain either the line and/or schedule information where appropriate.
- Improvements have been made to prevent the system from sending duplicate “New/Updated” alert emails
 - > This was historically associated with opening an RFQ attachment on the order