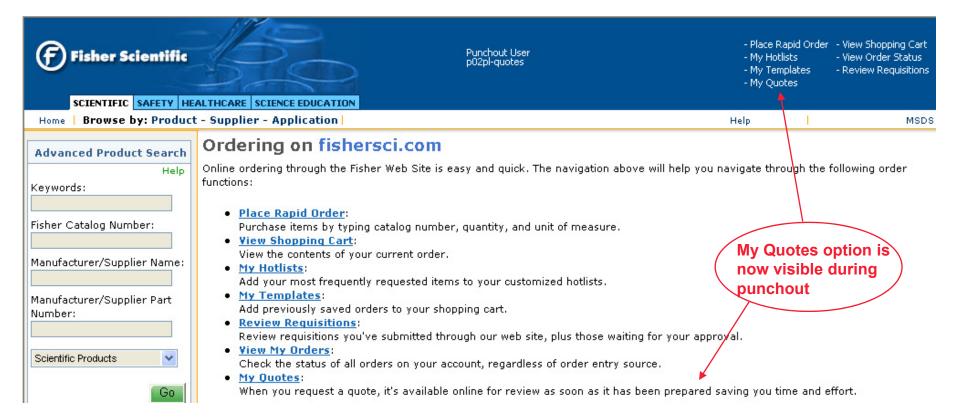


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Quotes via Punchout User Documentation

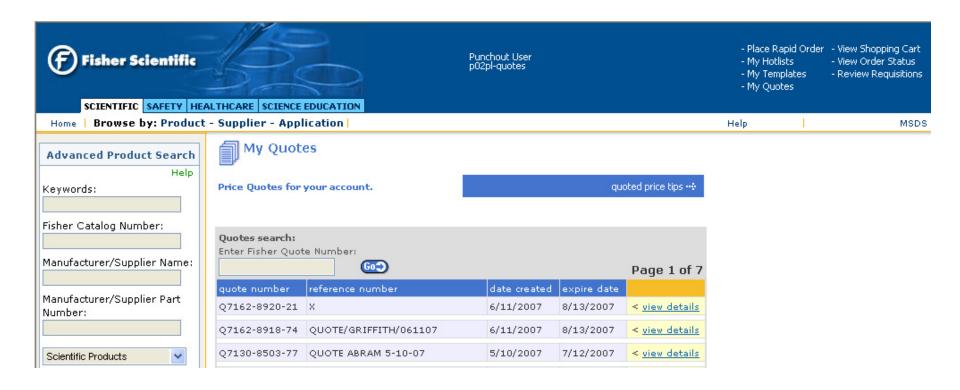
Punchout Session



- User initiates punchout session through their purchasing application as they do today
- The "My Quotes" option is made available to those companies who request this feature and have completed testing with Thermo Fisher.
- Clicking "My Quotes" option on masthead or navigation page will display My Quotes page



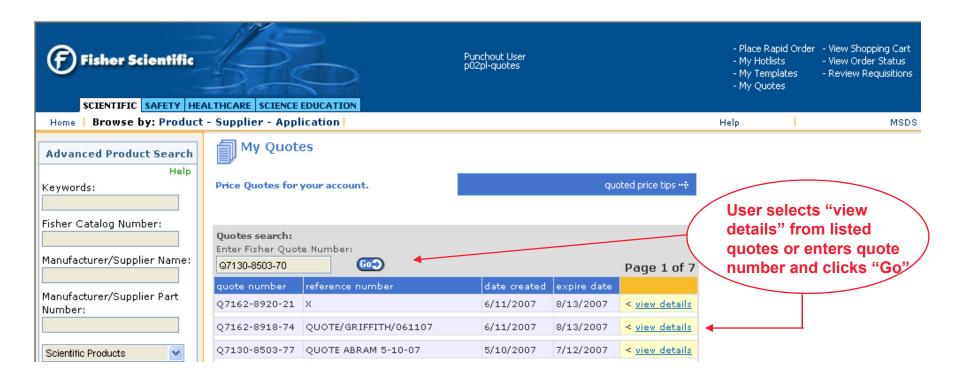
Punchout Session – My Quotes Page



- All unexpired, Line Level quotes for the 9 digit account number tied to the user that punched out will be displayed.
- Only those quotes that have not passed their expiration date and are Line Level will be viewable to user during punchout session.

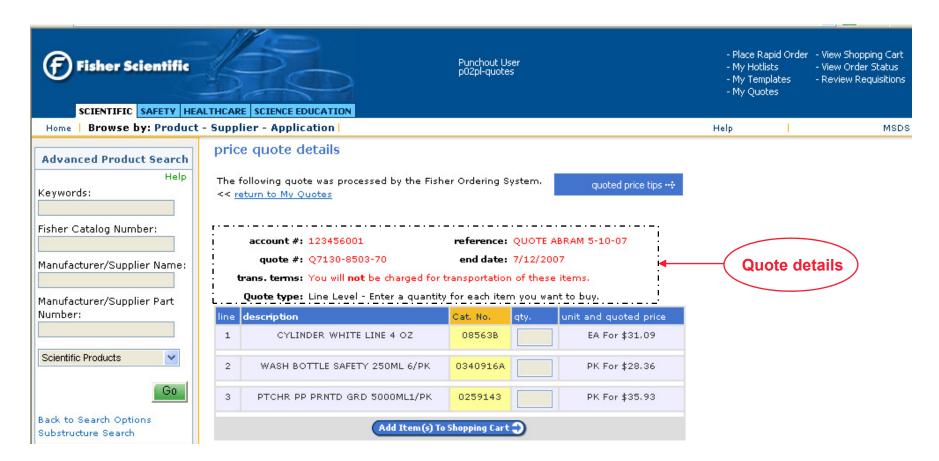


Punchout Session – My Quotes Page



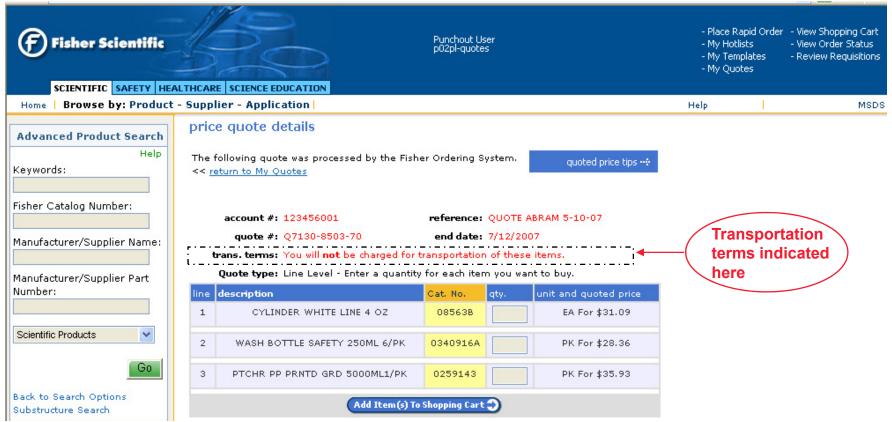
- Quotes can be accessed in 2 ways:
 - User clicks "view details" from quote list
 - User enters quote number and clicks "Go"
 - **Note:** Order Level quotes will not display on the quotes listing page. Only users who have access to "My Quotes" and know the quote number will be able to view them on-line by typing the quote number in the search box.





- Price Quote Details page displays all of the information available for the quote.
 - Quote #, associated account #, expiration date, transportation terms, quote type and available items for purchase under selected quote





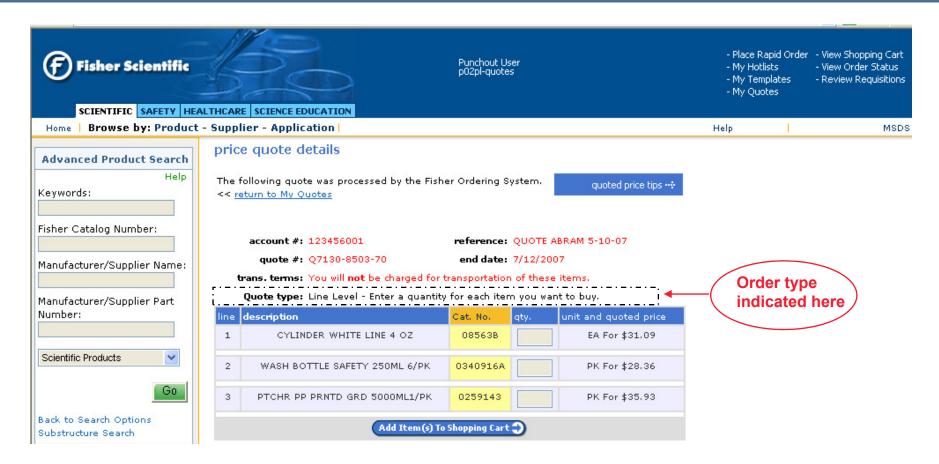
- Customer may or may not be charged transportation based on quote file.
 - Note: You will not be charged for transportation on these items.
 - Note: The transportation and/or tax terms for this quote vary from those assigned to your account. If you choose to place an order with this quote you may not combine in your shopping cart this quote with other products selected from this site. Please order separately.



Punchout Session – Non-Catalog Items



Non-catalog items can be entered on a quote, however, there may not be a corresponding part record. If the non-catalog part has not yet been created, an exception message will be displayed when user attempts to purchase item from quote during punchout. User must contact customer service to place order for this item or wait until catalog number has been assigned.



- Both Line Level and Order Level quotes are supported:
 - Quote type: Line Level Enter a quantity for each item you want to buy.
 - Quote type: Order Level You must purchase all of these products to qualify for the quoted price.





- Line Level user enters required quantity then adds item to shopping cart
 - Quantity on Line Level is not specific to an amount.

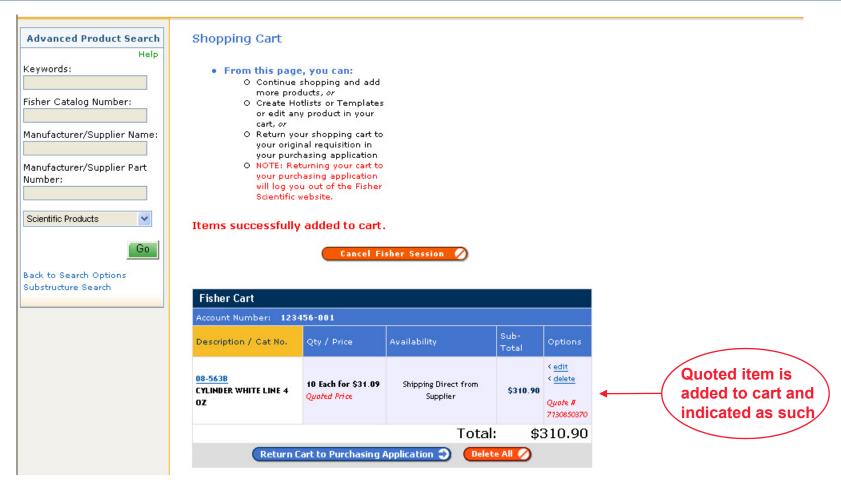




- Order Level User must purchase all items and quantities to qualify for the quote price
 - · Quantity on Order Level is specific to an amount.



Punchout Session – Shopping Cart Page



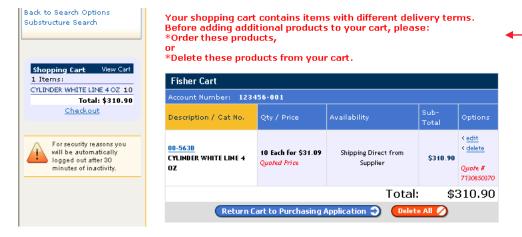
- Selected item(s) from quote are added to shopping cart.
- Quoted items are indicated as such in cart with "Quoted Price" and "Quote #" shown on line item purchased from a quote.



Punchout Session – Continue Shopping / Submit Order

Next Steps

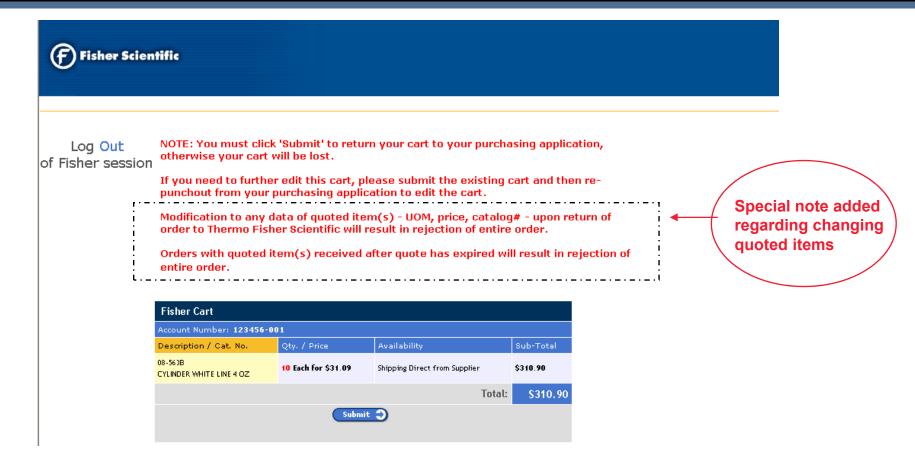
- User has the option to continue shopping adding additional items to cart from other entry sources granted that those items have the same transportation terms. The first item added to the cart will control the transportation terms for the order.
 - Other Quotes
 - Product Search
 - Rapid Order
 - Hot Lists
 - Templates
- User can submit order to purchasing application.



Items with different transportation terms will NOT be added to cart



Punchout Session - Submit Page



- Submitting cart will return the order to user's purchasing application and log user out of punchout session.
- Special note is displayed on submit page notifying user that any modifications to quote items that do not
 match Thermo Fisher's system will cause the entire order to be rejected. Any orders received after quote
 expiration date will also be rejected.

