

How to participate in a Sourcing Event

1. Click on I intend to participate in this event
2. Accept the Terms and Conditions and click on “Send to Event Owner”
3. After accepting the Terms and Conditions you can click on “Enter Response”

This screenshot shows the 'My Response' section of a sourcing event. At the top, it asks 'Do you intend to participate in this event?' with a checked checkbox for 'I intend to participate in this event'. Below this is the 'Accept Terms and Conditions' section, which includes a document icon for 'AS24_Group_T_C.pdf' and a 'Do you accept these Terms and Conditions?' question with 'Yes' selected. A 'Send to Event Owner' button is located at the bottom right.

This screenshot shows the event timeline. The event starts on March 23 at 10:26 AM and ends on April 30 at 05:00 PM. An 'Enter Response' button is highlighted at the bottom right of the timeline.

4. Click into to Item/Service to enter details
5. Please enter your price and optionally give further details
6. Attach the necessary documents
7. Submit response

This screenshot shows the 'Items and Services' table. The table has columns for Name, My Capacity, Expected Qty, My Price, and Price x Expected Qty. A row for 'Items Not in Lots (1 items)' is highlighted, and an edit icon is visible next to it.

This screenshot shows the detailed form for editing an item. It includes fields for 'My Capacity' (1,000), 'Expected Quantity' (1,000 Each), 'My Price' (1,000.00), and 'Line Total' (1,000.00 EUR). There are also fields for 'Your item Name', 'ID/Part Number', 'Lead Time', and 'Description'. An 'Attachments' section with a 'Click to view' link is highlighted. At the bottom, there are 'Load History', 'Save', and 'Submit Response' buttons.