Solicitation Training (Part 2)
Agenda

- Response
- Management
  - Q & A
  - Amendments
- Opening & Review
- Proposal Revisions
- Comparing Quotes
- Evaluation
- Award Recommendation
Vendor Responses
Response – Login Screen
Response – Login Screen Open Bids
Response –
Login Screen Open Bids

**Acknowledge Receipt and View Solicitation**

- **Bid #**: ADSPO1500002474
- **Bid Description**: QA-BSPD-16603

To be added to the bidholder list and receive notifications of future amendments to this solicitation, you must login to ProcureAZ using your username and password. If you have not registered, return to the login page and complete the Registration process. If you do not want to acknowledge and be added to the bidholder list, click Proceed and the bid will be displayed.

**Bid Solicitation: ADSPO1500002474**

- **User Information**:
  - **Bid Number**: ADSPO1500002474
  - **Purchaser**: Dennis Lee Molina
  - **Department**: AQ-BSPD - State Procurement Office
  - **Fiscal Code**: 16
  - **Alternate Id**: 
  - **Bid Type**: Open Market

- **Ship-to Address**:
  - **Address**: 105 N. 15th Ave., Suite 201, Phoenix, AZ 85007
  - **Email**: test@periscopesholdings.com
  - **Phone**: 123-456-7890

- **Bill-to Address**:
  - **Address**: 105 N. 15th Ave., Suite 201, Phoenix, AZ 85007
  - **Email**: test@periscopesholdings.com
  - **Phone**: 123-456-7890

**Amendments**

- **Amendment 1**: 05/30/2015 03:30:07 PM  
  - Pre-Bid Conference changes from "C" to preliminary conference.
### Response – Vendor Roles

<table>
<thead>
<tr>
<th>Vendor Roles</th>
<th>Primary Functions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Seller</td>
<td>• Respond to solicitation opportunities</td>
</tr>
<tr>
<td></td>
<td>• Acknowledge received purchase orders</td>
</tr>
<tr>
<td>Seller Administrator</td>
<td>• Manage vendor users (Sellers)</td>
</tr>
</tbody>
</table>

![Vendor Role Interface](image.png)
Response – Vendor Homepage
Response – Homepage Bids Tab
Response – Acknowledging a Bid

Open Bids

<table>
<thead>
<tr>
<th>Bid #</th>
<th>Organization</th>
<th>Alternate Id</th>
<th>Buyer</th>
<th>Description</th>
<th>Bid Opening Date</th>
<th>Bid Q &amp; A</th>
<th>Create Quote / View Auction</th>
<th>Bid Holder</th>
</tr>
</thead>
<tbody>
<tr>
<td>AM01-15- B000169</td>
<td>AM01 - Texas A&amp;M University System Offices</td>
<td></td>
<td>Mary Melissa Davis</td>
<td>test bid; looking for quote</td>
<td>06/19/2015 03:42:00 PM</td>
<td>View</td>
<td>Create Quote</td>
<td></td>
</tr>
<tr>
<td>AM23-15- B000167</td>
<td>AM23 - Texas A&amp;M System Health Science Center</td>
<td>05724XX</td>
<td>Training User 01</td>
<td>dental equipment; am23 demo; req 2</td>
<td>06/19/2015 11:28:00 AM</td>
<td>View</td>
<td>00000303</td>
<td>List</td>
</tr>
</tbody>
</table>

Acknowledge Receipt and View Solicitation

Bid # 00000003
Bid Description Training Plan A

Click Yes to acknowledge the download of the bid. When you acknowledge a bid, you may receive any future correspondence regarding this document. If you do not want to acknowledge click No, and the bid will be displayed. Do you want to continue?

[Yes] [No]
Bid Solicitation: AM23-15-B000167

Header Information
Bid Number: AM23-15-B000167
Purchaser: Training User 01
Department: TRAIN23 - Training Department
Fiscal Year: 15
Alternate Id: AG72404X
Info Contact: Contact Training User 01 at (555)555-5555
Purchase Method: Open Market

Description: dental equipment; am23 demo req 2
Organization: AM23 - Texas A&M System Health Science Center
Location: TRAIN23 - Training Location
Type Code: 
Required Date: 
Bid Type: OPEN

Bid Opening Date: 08/16/2015 11:20:00 AM
Allow Electronic Quote: Yes
Available Date: 08/17/2015 11:20:00 AM
Informal Bid Flag: No

Pre Bid Conference:
Bulletin Desc:

Ship to Address:
Texas A&M - Health Science Center
8447 T.J. Jemison Blvd.
Bryan, TX 77807
US
Email: procurement@tamu.edu
Phone: (555)555-5555

Bill to Address:
Texas A&M - Health Science Center
8447 T.J. Jemison Blvd.
Bryan, TX 77807
US
Email: procurement@tamu.edu
Phone: (555)555-5555

Questions:

<table>
<thead>
<tr>
<th>Question #</th>
<th>Print Sequence</th>
<th>Required</th>
<th>Question</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1.0</td>
<td>Yes</td>
<td>Do you provide product support?</td>
<td></td>
</tr>
</tbody>
</table>

Item Information

Item #1: (260 - 20) dental equipment; am23 demo req 2

NGP Code: 200200
Cosmetic Dentistry Equipment and Supplies

<table>
<thead>
<tr>
<th>Qty</th>
<th>Unit Cost</th>
<th>UOM</th>
<th>Total Discount Amt.</th>
<th>Tax Rate</th>
<th>Tax Amount</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td>EA - Each</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Manufacturer: 
Make: 
Brand: 
Model: 
Packaging: 
### Open Market Bid ADSPO10-00000113

#### Current Q & A for this bid:

<table>
<thead>
<tr>
<th>Question #</th>
<th>Created Date</th>
<th>User Created</th>
<th>Question Subject</th>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>04/25/2010</td>
<td>Chris Harris</td>
<td>Instructions</td>
<td>Which takes precedence, the Uniform or Special Instructions?</td>
<td>The Special Instructions.</td>
</tr>
</tbody>
</table>

**Add new questions:**

<table>
<thead>
<tr>
<th>Question Subject</th>
<th>Question (max 2000 characters)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Response – Creating a Quote
Response – Items Tab
Response – Questions Tab

### Quote 00000305 - Rumsfield's Scientific Equipment

<table>
<thead>
<tr>
<th>Question #</th>
<th>Required</th>
<th>Question</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Yes</td>
<td>Do you provide product support?</td>
<td></td>
</tr>
</tbody>
</table>

- Fully Provided
- Not Provided
- Custom Development Required
- Provided with Modifications
- Provided with Reporting or Development Tool

---

**Quote Validation Errors**

- Terms & Conditions is not acknowledged.
- Question #1 for header is mandatory and not answered.
Response – Tabs to Skip
Response –
Terms & Conditions Tab

Do you accept the terms & conditions of the bid?
- Yes
- Yes with exceptions
- No

If you do not fully accept the terms & conditions, please note the exceptions below:
Response – Attachments Tab
Response – Submitting a Quote

### Quote 000000184 - Periscope Holdings, Inc.

**Header Information**

- **Quote #:** 000000184
- **Bid #:** ADSPO10-00000113
- **Organization:** State Procurement Office
- **Description:** AutoGSD Architecture Subscription Renewal
- **Delivery Days:** 0
- **Bid Flag:** AutoGSD Architecture Subscription Renewal
- **Alternate Bid:** No
- **Shipping Terms:** Net 30
- **Payment Term:** Net 30
- **Discount Percent:** 0.0
- **Promised Date:**
- **Info Contact:**
- **Comment:**
- **Date Last Updated:** 04/25/2010 11:03:37 PM
- **User last Updated:** Test User

Vendor accepts the terms & conditions with no exceptions.

### Item Information

**Print Sequence # 2.0 : ( 105 - 12 ) AutoGSD Architecture 2011 Subscription Renewal GSD**

<table>
<thead>
<tr>
<th>Quantity</th>
<th>UOM</th>
<th>Unit Cost</th>
<th>Discount %</th>
<th>Tax Rate</th>
<th>Freight</th>
<th>Extended Amount</th>
<th>No Bid</th>
<th>No Charge</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.0</td>
<td>YR</td>
<td>$500.00</td>
<td>0.0%</td>
<td>0.0%</td>
<td>$0.00</td>
<td>$500.00</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Print Sequence # 3.0 : ( 050 - 10 ) AutoGSD Architecture 2012 Subscription Renewal GSD**

<table>
<thead>
<tr>
<th>Quantity</th>
<th>UOM</th>
<th>Unit Cost</th>
<th>Discount %</th>
<th>Tax Rate</th>
<th>Freight</th>
<th>Extended Amount</th>
<th>No Bid</th>
<th>No Charge</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.0</td>
<td>EA</td>
<td>$550.00</td>
<td>0.0%</td>
<td>0.0%</td>
<td>$0.00</td>
<td>$550.00</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>
Management
Management – Finding Your Bid

![Image of bid management system interface]

- **Bid #**: AIDSP015-40002303
- **Organization**: State Procurement Office
- **Buyer**: Brian Benson
- **Description**: Description goes here
- **Purchase Method**: Open Market
- **Bid Opening Date**: 02/27/2015 10:59:00 AM
- **Open Quotes**: Open Bid

*View All* button is highlighted.
### Management – Bid Holder List

#### Bids - Sent

<table>
<thead>
<tr>
<th>Bid #</th>
<th>Organization</th>
<th>Buyer</th>
<th>Description</th>
<th>Purchase Method</th>
<th>Bid Opening Date</th>
<th>Open Quotes</th>
<th>Quote History</th>
<th>Bid Holder</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADSPO15-00002403</td>
<td>State Procurement Office</td>
<td>Brian Banister</td>
<td>Description goes here</td>
<td>Open Market</td>
<td>02/27/2015 10:59:00 AM</td>
<td>Open Bid</td>
<td></td>
<td>List</td>
</tr>
</tbody>
</table>

#### Solicitation Holder List - ADSPO15-00002403

- **Solicitation Name:** Description goes here
- **Buyer:** Brian Banister
- **Solicitation #:** ADSPO15-00002403
- **Opening Date:** 02/27/2015 10:59:00 AM

<table>
<thead>
<tr>
<th>Send Mail</th>
<th>Date Acknowledged</th>
<th>Contact Person</th>
<th>Company Name, Address, Phone &amp; Fax</th>
<th>File Sent</th>
<th>File Downloaded</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>02/03/2015 08:47:42 AM</td>
<td>Contact Person: P.O. Box 8702, Boise, ID 99705</td>
<td>Ryan Moore</td>
<td>A COMPANY INC</td>
<td>(512)640-0498</td>
</tr>
</tbody>
</table>
Management – Bidder Response
### Open Market Bid ADSPO15-00002408

<table>
<thead>
<tr>
<th>General</th>
<th>Items</th>
<th>Address</th>
<th>Accounting</th>
<th>Routing</th>
<th>Attachments(3)</th>
<th>Notes</th>
<th>Bidders</th>
<th>Questions</th>
<th>Amendments</th>
<th>Reminders</th>
<th>Summary</th>
</tr>
</thead>
</table>

#### Question & Answer (Q & A) Tab

<table>
<thead>
<tr>
<th>Question #</th>
<th>Created Date</th>
<th>User Created</th>
<th>Question Subject</th>
<th>Question</th>
<th>Answer</th>
<th>Show All on Web</th>
<th>Show Original Vendor Only</th>
<th>Delete All</th>
</tr>
</thead>
<tbody>
<tr>
<td>Add New:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- [ ] Allow vendor to submit questions
- [ ] Send notification when vendor submitting question

[Save & Continue] [Reset]

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Management – Q & A Response

<table>
<thead>
<tr>
<th>Question #</th>
<th>Created Date</th>
<th>User Created</th>
<th>Question Subject</th>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Add New:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Select: Allow vendor to submit questions
Select: Send notification when vendor submitting question

Save & Continue
Reset

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Management – Creating an Amendment

The image shows a screen from a software interface for creating an amendment. The process involves selecting the 'Amendments' tab and then clicking on 'Create Bid Amendment'.
Management – Editable Tabs

### General Tab
- **Items**
- **Attachments(3)**
- **Summary**
- **Back to Bid**

### Items Tab
- **Print Sequence**
- **Fixed Asset**
- **Quantity**
- **UOM**
- **Unit Cost**
- **Net Unit Cost**
- **Total Discount Amount**
- **Tax Rate**
- **Tax Amount**
- **Total Cost**
- **Cancel All**

### Example Table

<table>
<thead>
<tr>
<th>Item #</th>
<th>Print Sequence</th>
<th>Item Description</th>
<th>Fixed Asset</th>
<th>Quantity</th>
<th>UOM</th>
<th>Unit Cost</th>
<th>Net Unit Cost</th>
<th>Total Discount Ant.</th>
<th>Tax Rate</th>
<th>Tax Amount</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1.0</td>
<td>Widget</td>
<td>No</td>
<td>10.0</td>
<td>EA</td>
<td>20.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.0</td>
<td>0.00</td>
<td>$200.00</td>
</tr>
</tbody>
</table>

### Files Tab
- **Name**: Bid Auto Attachment
- **Description**:
- **Show Vendor**
- **Attached By**: Brian Banister
- **Attached Date**: 01/20/2015

### Forms Tab
- **Click Add Form to add form attachments**
- **No Form Attachments**
- **Save & Continue**
- **Add File**
- **Add Form**
Management – Amendment Summary Tab
Management – Applying an Amendment

After you click 'Apply Bid Amendment', all the changes will be updated in the real document and vendors will be notified if you choose to show some changes to vendor.

Vendor Notification Result

Subject: Bid Amendment Notification - Bid # 00000003, Training Plan A

Email Recipients

<table>
<thead>
<tr>
<th>Vendor ID</th>
<th>Vendor Name</th>
<th>Email Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>00000005</td>
<td>Jacobsen Bait and Tackle</td>
<td>Eric Jacobsen (<a href="mailto:ejacobsen@periscopeholdings.com">ejacobsen@periscopeholdings.com</a>)</td>
</tr>
<tr>
<td>00000011</td>
<td>Rao Trading and Holding</td>
<td>S Rao (<a href="mailto:srao@periscopeholdings.com">srao@periscopeholdings.com</a>)</td>
</tr>
</tbody>
</table>
Vendor Acknowledgement of amendments
Management – Vendor Acknowledgement

The image shows a message from a webpage indicating that you have now acknowledged all currently available Amendments to this Bid. The message advises reviewing the amendments to ensure they reflect the current bid parameters. The user is prompted to click the "OK" button to confirm the acknowledgment.
Management – Canceling a Bid

Vendor Notification Result

Subject: Bid Canceled Notification - Bid # 00000003, Training Plan A

Email Recipients

Delivery Date: 03/11/2013 08:43:56 AM

<table>
<thead>
<tr>
<th>Vendor ID</th>
<th>Vendor Name</th>
<th>Email Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>00000006</td>
<td>Jacobsen Bait and Tackle</td>
<td>Eric Jacobsen (<a href="mailto:ejacobsen@periscopeholdings.com">ejacobsen@periscopeholdings.com</a>)</td>
</tr>
<tr>
<td>00000011</td>
<td>Rao Trading and Holding</td>
<td>S Rao (<a href="mailto:srao@periscopeholdings.com">srao@periscopeholdings.com</a>)</td>
</tr>
</tbody>
</table>
Opening & Review
### Opening and Review – Verifying Responses

#### Bids - Ready to Open

<table>
<thead>
<tr>
<th>Bid #</th>
<th>Buyer</th>
<th>Description</th>
<th>Bid Opening Date</th>
<th>Open Quotes</th>
<th>Quote History</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADSP012-00001772</td>
<td>Brian Prinden</td>
<td>Distributed Recipient Mass Notification System (DRINS)</td>
<td>09/14/2012 03:00:00 PM</td>
<td>Create new quote</td>
<td>No Submitted Quotes</td>
</tr>
<tr>
<td>ADSP012-00001779</td>
<td>David Wierzbowski</td>
<td>Cabling Communication Systems</td>
<td>09/19/2012 03:00:00 PM</td>
<td>Create new quote</td>
<td>No Submitted Quotes</td>
</tr>
<tr>
<td>ADSP012-00001782</td>
<td>Laura B. Stinn</td>
<td>Vocational Rehabilitation Services (ADDA)</td>
<td>09/20/2012 03:00:00 PM</td>
<td>Create new quote</td>
<td>No Submitted Quotes</td>
</tr>
<tr>
<td>ADSP012-00001819</td>
<td>Lucy M. Johnson</td>
<td>Mixed Gamma Radiative Standards</td>
<td>09/20/2012 03:00:00 PM</td>
<td>Create new quote</td>
<td>No Submitted Quotes</td>
</tr>
<tr>
<td>ADSP012-00001927</td>
<td>J. Lee McEachran</td>
<td>QA 2470 #11 Formal Bid</td>
<td>10/31/2012 07:51:00 AM</td>
<td>Create new quote</td>
<td>No Submitted Quotes</td>
</tr>
</tbody>
</table>

#### Bids - Sent

<table>
<thead>
<tr>
<th>Bid #</th>
<th>Organization</th>
<th>Buyer</th>
<th>Description</th>
<th>Purchase Method</th>
<th>Bid Opening Date</th>
<th>Open Quotes</th>
<th>Quote History</th>
<th>Bid Holder</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADSP015-00000408</td>
<td>State Procurement Office</td>
<td>Brian Banister</td>
<td>Description goes here</td>
<td>Open Market</td>
<td>02/27/2015 10:50:00 AM</td>
<td>Open Bid</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Opening and Review – Bid Opening
Opening and Review – Bid Tab

Pre-Bid Approval Path:
There are no approval paths found for this Bid.

Bid Tabulation for Bid #ADSPO12-00001995
Total Number of Submitted Quotes: 1

<table>
<thead>
<tr>
<th>Quote #</th>
<th>Description</th>
<th>Vendor ID</th>
<th>Vendor Name</th>
<th>Submit Date</th>
<th>View Quote</th>
</tr>
</thead>
<tbody>
<tr>
<td>00012226</td>
<td>fgdfgdfg</td>
<td>00019816</td>
<td>A-1 Cleanup and Hauling</td>
<td>03/05/2013 01:20:00 PM</td>
<td>View Quote</td>
</tr>
</tbody>
</table>

Quote History - Bid # ADSPO12-00001995
Description: fgdfgdfg
Bid Opening Date: 03/09/2013 01:20:00 PM

<table>
<thead>
<tr>
<th>Quote #</th>
<th>Vendor ID</th>
<th>Vendor Name</th>
<th>Date Submitted</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>00012226</td>
<td>00019816</td>
<td>A-1 Cleanup and Hauling</td>
<td>03/05/2013 01:20:00 PM</td>
<td>$0.00</td>
</tr>
</tbody>
</table>
Opening and Review – Quote Review

Bid Tabulation for Bid #ADSP012-00001995

Quote 000012296 - A-1 Cleanup and Hauling

The following list constitutes all the attachments for the bid which may include supplemental terms and conditions:

<table>
<thead>
<tr>
<th>File Name</th>
<th>Description</th>
<th>File Size</th>
</tr>
</thead>
<tbody>
<tr>
<td>Demo of Auto Bid Attachment 1</td>
<td>VAP Quality Solutions</td>
<td>0 bytes</td>
</tr>
<tr>
<td>Default Bid Attachment 1</td>
<td>Demo of a default bid attachment</td>
<td>0 bytes</td>
</tr>
</tbody>
</table>

Vendor accepts the terms & conditions with no exceptions.
Opening and Review – Amendment Acknowledgement

Periscope Holdings, Inc. 39
Proposal Revisions
Proposal Revisions – Overview
Proposal Revisions – Requesting Revisions

Bid Tabulation for Bid #ADSPO12-00001995

- Select month
- Change year
- Select time

Vendor: A-1 Cleanup and Hauling

Due Date 4

Send Notification to Selected Vendors

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Periscope Holdings, Inc.
Proposal Revisions – Revision Request Email

Send Quote Revision Email

Vendor Recipients: A-1 Cleanup and Hauling:
Additional Email Recipients: 
From: Brian Bartker (bba@periscopeholdings.com)
Subject*: 
Text*: 

The page at https://qa.buyspeed.com says:
By clicking yes, the vendor will be notified of this request and will have the ability to revise their response. No changes may be made to the request or due date once done. Do you wish to continue?

OK Cancel

Attachments
No Attachments

File: Choose File No file chosen
Description:
Upload Attachment

Send Revision Request Cancel & Exit

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Periscope Holdings, Inc.
### Proposal Revisions – Revision Request Response

#### Request for Revision

<table>
<thead>
<tr>
<th>Quote #</th>
<th>Organization</th>
<th>Bid #</th>
<th>Bid Opening Date</th>
<th>Date Last Modified</th>
</tr>
</thead>
<tbody>
<tr>
<td>00000002-R1</td>
<td>Department of Technology Management and Budget</td>
<td>00000007</td>
<td>03/11/2013 10:10:00 AM</td>
<td>03/11/2013 02:58:04 AM</td>
</tr>
</tbody>
</table>

#### Quote 00000002-R1 - Rao Trading and Holding

<table>
<thead>
<tr>
<th>General</th>
<th>Items</th>
<th>Questions</th>
<th>Subcontractors</th>
<th>Notes</th>
<th>Terms &amp; Conditions</th>
<th>Attachments</th>
<th>Summary</th>
<th>Back to Bid</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Other Quotes for this bid by the same vendor: 00000002

<table>
<thead>
<tr>
<th>Quote #</th>
<th>Organization</th>
<th>Bid #</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>00000002-R1</td>
<td>Department of Technology Management and Budget</td>
<td>00000007</td>
<td>Training Plan A</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Delivery Days</th>
<th>Discount Percent</th>
<th>Alternate Bid</th>
<th>Shipping Terms</th>
<th>Freight Terms</th>
<th>Ship Via Terms</th>
<th>Payment Terms</th>
<th>Promised Date</th>
<th>Due Date for Response</th>
<th>Info Contact</th>
<th>Comments</th>
<th>Date Last Updated</th>
<th>User Last Updated</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>0.0%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>03/12/2013 11:24:00 AM</td>
<td></td>
<td></td>
<td>03/11/2013 09:56:04 AM</td>
<td>S Rao</td>
</tr>
</tbody>
</table>
Proposal Revisions – Closing Revision Rounds

Bid Tabulation for Bid #00000007

<table>
<thead>
<tr>
<th>Request Revision</th>
<th>Vendor</th>
<th>Quote History</th>
<th>Submit Date</th>
<th>Due Date *</th>
<th>Notification Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Rao Trading and Holding</td>
<td>View</td>
<td>03/11/2013 09:58:04 AM</td>
<td>03/12/2013 11:24:00 AM</td>
<td>Notification ready to be sent to <a href="mailto:srao@periscopeholdings.com">srao@periscopeholdings.com</a> at 03/11/2013 11:25:16 AM</td>
</tr>
</tbody>
</table>

Close Revision Process

Bid Tabulation for Bid #00000007

<table>
<thead>
<tr>
<th>Request Revision</th>
<th>Vendor</th>
<th>Quote History</th>
<th>Submit Date</th>
<th>Due Date *</th>
<th>Notification Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Rao Trading and Holding</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Send Notification to Selected Vendors
Comparing Quotes
Comparing Quotes – Items Tab

Bid Tabulation for Bid #ADSPO12-00001995

Quotes Revisions Header Questions Subcontractors Routing Attachments Score Summary Back to Bid

Bid Award Validation Warnings
- The following items are not awarded:

# of Quotes per page: 5 ▼ Sort by: Quote Total ▼ Ascending ▼ Go

Total Item Count: 1 Total Awardable Quote Count: 1 Bid Status: 2BO - Bid Opened (Quotes received and opened. Ready for tabulation)

Please make sure that you save your changes before you navigate to another page.

<table>
<thead>
<tr>
<th>Cancel</th>
<th>Item info/Quote info</th>
<th>(000918616) A-1 Cleanup and Hauling &lt;Quote: 000012356&gt;</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>□ $90.00 Discount: 22% $90.00 $90.00 $90.00 $90.00 $90.00 $90.00 $90.00 $90.00 $90.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Eval Codes:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Pref Codes:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Award Unaward All:</td>
</tr>
</tbody>
</table>

| $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |

Evaluation Code Descriptions:
** = Lowest Item Price or Lowest Evaluation Quote Total NB = No Bid

Cancel items Save & Continue

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### Header Questions Tab

**Bid Tabulation for Bid #ADSPO10-00000031**

<table>
<thead>
<tr>
<th>Question/Answer</th>
<th>000000085 Periscope Holdings, Inc.</th>
<th>000000188 123-Awards.com</th>
</tr>
</thead>
<tbody>
<tr>
<td>#1: Provide years experience providing services specified in this solicitation</td>
<td>5</td>
<td>3</td>
</tr>
<tr>
<td>#2: Provide Key Personnel qualifications, experience.</td>
<td>very qualified</td>
<td>adequate qualifications</td>
</tr>
</tbody>
</table>

*Note: The table shows a comparison of quotes with specific questions and answers for a bid.*
Evaluation
Evaluation – Score Tab

Bid Tabulation for Bid #ADSPO12-00001995

<table>
<thead>
<tr>
<th>Scorecard Creation/Maintenance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scoring Component Description</td>
</tr>
<tr>
<td>------------------------------</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td><strong>total:</strong></td>
</tr>
</tbody>
</table>

- Hide pricing from scorers
- Display scoring summary to scorers
- Display scoring detail to scorers

Scorer Creation/Maintenance

<table>
<thead>
<tr>
<th>ScorerName</th>
<th>Delete All</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Save & Continue  Save & Exit  Reset  Cancel & Exit

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Periscope Holdings, Inc.
**Evaluation – Scoring Components**

**Bid Tabulation for Bid #00000007**

<table>
<thead>
<tr>
<th>Quotes</th>
<th>Revisions</th>
<th>Items</th>
<th>Header Questions</th>
<th>Subcontractors</th>
<th>Routing</th>
<th>Attachments(1)</th>
<th>Score</th>
<th>Summary</th>
<th>Back to Bid</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**ERROR**
- The total of the weight should be equal to 100
- Scorer is required.

**Scorecard Creation/Maintenance**

<table>
<thead>
<tr>
<th>Scoring Component Description</th>
<th>Weight</th>
<th>Delete</th>
</tr>
</thead>
<tbody>
<tr>
<td>References</td>
<td>30.0</td>
<td>□</td>
</tr>
<tr>
<td></td>
<td>0.0</td>
<td></td>
</tr>
</tbody>
</table>

**Total:** 30.0  **SubTotal:** 30.0

- Hide pricing from scorers
- Display scoring summary to scorers
- Display scoring detail to scorers

**Scorer Creation/Maintenance**

<table>
<thead>
<tr>
<th>ScorerName</th>
<th>Delete</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>□</td>
</tr>
</tbody>
</table>
Evaluation – Evaluators

Bid Tabulation for Bid #ADSPO12-00001995

Scorecard Creation/Maintenance

Scorecard Details

Scorer Creation/Maintenance

Scorer Details

- Hide scoring from scorers
- Display scoring summary to scorers
- Display scoring detail to scorers

Score Summary

Maintain

ScoreEntry

Scores Summary
Evaluation – Entering Scores

Bid Tabulation for Bid #ADSPO12-00001995

Quotes  Revisions  Items  Header Questions  Subcontractors  Routing  Attachments(1)

Maintain  Score  ScoreEntry  Summary

ERROR
Your changes cannot be saved because of the following reasons:
• ScoreCard is required.

There is no ScoreCard.
Scorer Notes for Bid

<table>
<thead>
<tr>
<th>Note Date</th>
<th>Note</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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### Evaluation – Scoring Summary

#### ScoreCard Tabulation Summary

- **Score_total Sort By:** Ascending
- **# of vendors per page:** 5

**Total ScoreCards Count:** 2  
**Total Quotes Count:** 1

<table>
<thead>
<tr>
<th>Scoring Component Description/Score</th>
<th>Rao Trading and Holding &lt;00000002&gt;</th>
</tr>
</thead>
<tbody>
<tr>
<td>References</td>
<td>8.7</td>
</tr>
<tr>
<td>Price</td>
<td>49.0</td>
</tr>
</tbody>
</table>

**Total:** 57.7

[View Score Detail]
# Evaluation – Score Detail

---

## Bid Tabulation for Bid #00000007

- **Quotes**, **Revisions**, **Items**, **Header Questions**, **Subcontractors**, **Routing**, **Attachments(1)**, **Score**, **Summary**, **Back to Bid**

## ScoreCard Tabulation Detail for Quote # 00000002

- **Score total Sort By:** Ascending
- **# of scorers per page:** 5

**Vendor:** Rao Trading and Holding

**Total ScoreCards Count:** 2  **Total Scorers Count:** 1

<table>
<thead>
<tr>
<th>Scoring Component Description/Score</th>
<th>Weight</th>
<th>Rao, Shashank Raw/Extended</th>
<th>Average Raw/Extended</th>
</tr>
</thead>
<tbody>
<tr>
<td>References</td>
<td>30.0</td>
<td>29.00 / 8.70</td>
<td>29.00 / 8.70</td>
</tr>
<tr>
<td>Price</td>
<td>70.0</td>
<td>70.00 / 49.00</td>
<td>70.00 / 49.00</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>Weighted Total 57.7</td>
<td>57.7</td>
</tr>
</tbody>
</table>

---

**View Score Note**
Evaluation – Attachments Tab
Award
Award – Items Tab
Award – Indicating Award Recommendation

<table>
<thead>
<tr>
<th>Cancel</th>
<th>Item info/Quote info</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>□ Independent Energy Group (Quote: 000000195)</td>
</tr>
<tr>
<td></td>
<td>□ Arizona Solar Concepts (Quote: 000000193)</td>
</tr>
<tr>
<td></td>
<td>□ American Solar Electric, Inc. (Quote: 000000192)</td>
</tr>
<tr>
<td></td>
<td>□ EnergyPro, Inc. (Quote: 000000190)</td>
</tr>
<tr>
<td></td>
<td>□ Titan Power, Inc. (Quote: 000000194)</td>
</tr>
</tbody>
</table>

Please submit pricing information in “Solar Energy Systems Price Sheet” as found in attachments section Item #1 Print Sequence:1.0 Status:2BO - Opened (Narrative Item)

### Vendors

- Independent Energy Group: $400,000.00
- Arizona Solar Concepts: $300,000.00 Late
- American Solar Electric, Inc.: $210,000.00
- EnergyPro, Inc.: $168,000.00
- Titan Power, Inc.: $165,000.00

### Item description, status and unit of measure

- Independent Energy Group: $400,000.00
- Arizona Solar Concepts: $300,000.00
- American Solar Electric, Inc.: $210,000.00
- EnergyPro, Inc.: $168,000.00
- Titan Power, Inc.: $165,000.00

### Award individual item

- Independent Energy Group: Award All
- Arizona Solar Concepts: Award All
- American Solar Electric, Inc.: Award All
- EnergyPro, Inc.: Award All
- Titan Power, Inc.: Award All

### Award/Unaward All

- Independent Energy Group: Award All
- Arizona Solar Concepts: Unaward All
- American Solar Electric, Inc.: Unaward All
- EnergyPro, Inc.: Unaward All
- Titan Power, Inc.: Unaward All

### Eval Codes: Pref Codes: Award/Unaward All

- Independent Energy Group: Award All
- Arizona Solar Concepts: Award All
- American Solar Electric, Inc.: Award All
- EnergyPro, Inc.: Award All
- Titan Power, Inc.: Award All
## Award – Award Recommendation

### Interim Approval

#### Bid Tabulation for Bid #ADSPO12-00001995

**Attachments:** Test

<table>
<thead>
<tr>
<th>Canceled</th>
<th>Item info/Quote info</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Canceled Item: Donkeys</td>
</tr>
<tr>
<td></td>
<td>Item #: 1 Print Sequence: 1.0 Status: 2BO - Opened</td>
</tr>
<tr>
<td></td>
<td>Quantity: 10.0 Uom: EA</td>
</tr>
<tr>
<td></td>
<td><strong>Price:</strong> $79.00</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Canceled Item: Race Horses</td>
</tr>
<tr>
<td></td>
<td>Item #: 2 Print Sequence: 2.0 Status: 2BC - Canceled</td>
</tr>
<tr>
<td></td>
<td>Quantity: 2.0 Uom: EA</td>
</tr>
<tr>
<td></td>
<td><strong>Price:</strong> $790.00</td>
</tr>
</tbody>
</table>

**Totals:**
- $Vendor Gross Total: $790.00
- $Vendor Discount: $0.00
- $Vendor Net Total: $790.00
- $Preference Discount: $0.00
- $Evaluation Total: $790.00
- $Vendor Freight: $0.00
- $Awarded: $790.00

**Eval Codes:**
- NI

**Pref Codes:**

---

Submit for Approval

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Award – Award Recommendation

Interim Approval

Open Market Bid 00000001

No approval path meets the document criteria. Do you want to manually add approvers or mark the document as approved?

- Manually add approvers
- Automatic approval

Please select an approver if you want to manually add approvers.

Approver: [Field]

Add Approver

Save & Continue
Cancel & Exit

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Example notification email.

Bid # 00000007 has been awarded
The following vendor(s) have been awarded all or part of the bid:

Periscope Holdings, Inc.

Thank you for your participation.
**Award Recommendation – Convert to In-Progess PO to allow vendors to see Bid Tab / Recommendation**

### Bid Tabulation for Bid #00000007

<table>
<thead>
<tr>
<th>Canceled</th>
<th>Item Info/Quote info</th>
<th>(00000011) Rao Trading and Holding &lt;Quote: 00000002&gt;</th>
</tr>
</thead>
<tbody>
<tr>
<td>Donkeys</td>
<td>Item #1: Print Sequence 1.0, Status: 2BA - Approved, Quantity: 10.0, Uom: EA</td>
<td>$79.00</td>
</tr>
<tr>
<td>Race Horses</td>
<td>Item #2: Print Sequence 2.0, Status: 2BC - Canceled, Quantity: 2.0, Uom: EA</td>
<td>No Bid NB</td>
</tr>
</tbody>
</table>

**Total Item Count:** 2  
**Total Awarded Quote Count:** 1  
**Bid Status:** 2BA - Bid Approved (Ready for Vendor Awarding)

**Evaluation Code Descriptions:**  
** = Low Item Price  
NB = No Bid  
NI = Did Not Bid All Items

---

**Create PO**  
**Print**
Creation & Setup – Award Bid (cont.)

Bid 00000007 - Purchase Order Creation Preview

1 purchase order will be created for the following quote:

<table>
<thead>
<tr>
<th>Quota #</th>
<th>Vendor ID</th>
<th>Vendor Name</th>
<th>Total Awarded</th>
</tr>
</thead>
<tbody>
<tr>
<td>00000002</td>
<td>00000011</td>
<td>Rao Trading and Holding</td>
<td>$790.00</td>
</tr>
</tbody>
</table>

Purchase order creation options:
- Include Narrative Items
- Include Bid Attachments
- Include Bid Tab Attachments
- Include Bid Notes
- Include Quote Subcontractors

Click ‘Continue’ button to create PO or click ‘Cancel & Exit’ button to cancel the PO creation and return to the bid tabulation summary page.

Open Market Bid 00000007 - Purchase Order(s) Created

The following Purchase Order(s) were created:

<table>
<thead>
<tr>
<th>PO #</th>
<th>Vendor ID</th>
<th>Vendor Name</th>
<th>Total</th>
<th>Date Created</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>0000006</td>
<td>00000011</td>
<td>Rao Trading and Holding</td>
<td>$790.00</td>
<td>03/12/2013</td>
<td>3PI - In Progress</td>
</tr>
</tbody>
</table>