SUPPLIER MANUAL AUCTION

BOSCH

Agenda

In this guide, we will show you how to participate in an auction:

1. MANAGE AUCTIONS

1.1 VIEW MY AUCTIONS

BOSCH

BOSCH

i-Source
Source to Contract

Welcome to the Supply Chain Management Portal - Bosch's strategic procurement platform for suppliers.

Log in

Username

Password

Login   Forgot Username/Password?

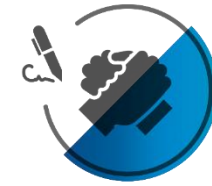**Log in with your Username and Password**

Access via SupplyOn

SupplyOn Login

✓ You already receive electronic POs from Bosch via SupplyOn
✓ You already send back PO responses to Bosch via SupplyOn
✓ You already live eInvoicing with Bosch via SupplyOn

System Requirements | Support

BOSCH

Check and change your User Preferences accordingly upfront

Supplier Manual | Auction
View My Auctions

1. Log in to the platform.

2. Expand the navigation menu and select **Sourcing -> Auctions -> My Auctions**.

3. In the **My Auctions** area, you will see a list of auctions you've been invited to. The title, status, start time, end time, and buyer organization will be displayed for each auction.

The Auction Monitor icon will only appear in the Monitor column for auctions with a **Running, Suspended, Terminated, Not Awarded,** or **Awarded** status.

You can also use the Quick Links on the **Main Dashboard** to access an auction:

1. MANAGE AUCTIONS

1.2 AUCTION DETAILS

BOSCH

Supplier Manual | Auction
Auction Details

1. Before being able to access the Auction Details, you need to download and confirm the **Auction Participation Rules**:

2. Once you confirmed the Auction Participation Rules, you can view the **Auction Settings** (e.g., Bidding and Awarding Rules) and **Buyer Attachments**.

BOSCH | Test System   10:58 CET - Central Europe Time

← Auction : auc_4767 - Supplier Manual Auction   ● To Start

| Auction Details | Messages (Unread 0) |

| Settings | Buyer Attachments (1) | Associated Users |

→| ∨ Overview

Code
auc_4767

Title
Supplier Manual Auction

Start Date
15/03/2022 11:30

Format
Reverse Dutch

i Do you have questions concerning the Auction Details?

Use the function "Messages" to contact your buyer!

BOSCH

1. MANAGE AUCTIONS

1.3 AUCTION MONITOR

BOSCH

Supplier Manual | Auction
Auction Monitor

1. One hour prior to the auction start date, the status of the auction is changing from "Published" to "**To Start**". In consequence, the Auction Monitor can be accessed earliest 60 minutes before the event's starting time.

2. Access your auction that is going to start.

3. Click on the "**Auction Monitor**" icon in the top right corner.

Supplier Manual | Auction
Auction Monitor

1. The Auction Monitor shows your connection strength.
2. To see more details on each individual auction, click on the icon to expand.
3. The information displayed will be dependent on the auction format and auction settings.
4. You can also star favorite auctions to keep them at the top of the list.
5. Use the back button for closing the Auction Monitor.

1. MANAGE AUCTIONS

1.4 ENTER AND SUBMIT BIDS

BOSCH

Supplier Manual | Auction
Enter and Submit Bids

1. For submitting a bid, the auction must have the status "**Running**".

   The following explanation utilizes the example of a Dutch Auction.

2. As soon as a price is reached that you are willing to accept, click "**SUBMIT**".

3. Click the "**Confirm**" button in order to send your new bid or click "Cancel" to delete the entered bid.

Enter and Submit Bids

4. Once the new bid is submitted, a pop-up will notify you that the bid has been successfully accepted.
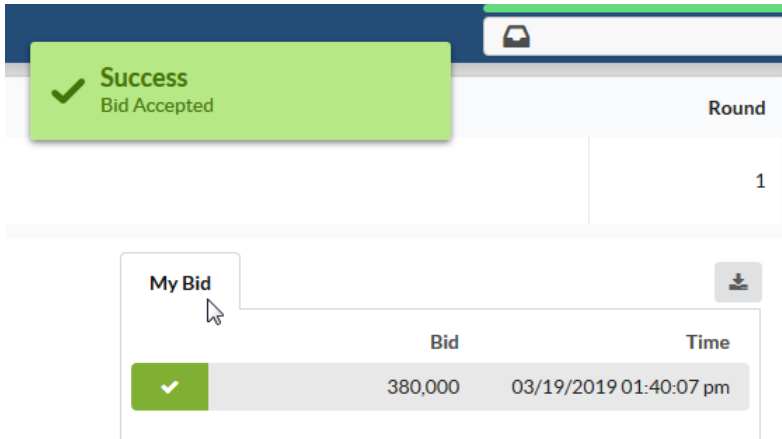
All your bids are being processed and evaluated by the system.
If your bid is rejected, you will receive the corresponding error message.
See example:

BOSCH
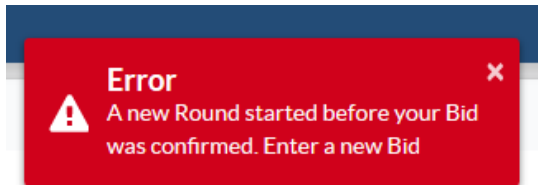
1. MANAGE AUCTIONS

1.5 AUCTION END

BOSCH

▶ The suppliers who accepted the bid will get the information that the auction has ended with or without concurrent bids, the other ones will get a notification that the auction has ended.

BOSCH

Auction End

▶ After the awarding has been performed (status: "Awarded"), you are able to access the so called **"Bid History"**. Here you can review your submitted bids of the event. The winning bid is indicated by a **trophy symbol**.

▶ After the event you will be contacted regarding awarding decision or next steps depending on the number of submitted bids and the auction type.

Auction End

▶ You can check the status of your auctions at any time in the **My Auctions** area:

1. MANAGE AUCTIONS

1.6 SUSPENDED AUCTION

BOSCH

Supplier Manual | Auction
Suspended Auction

▶ If it is needed, the auction can be suspended by the buyer.

▶ You will receive information about next steps via the message function.

2. MANAGE AUCTION MESSAGES

Supplier Manual | Auction
Manage Auction Messages

To communicate with the buyer during the auction, you should use the message feature on the Auction Monitor.

Create Messages:

1. Go to the "**Messages**" tab on the Auction Monitor.

2. Type your message into the relevant box.

3. Click "**Send**" to submit your message to the buyer.

Supplier Manual | Auction
Manage Auction Messages

View Received Messages:

When the buyer replies or sends you a message during an auction, it will be displayed in the "Messages" tab on the Auction Monitor.

Messages:

03/19/2019

09:53 am

Hi, how are you?

Bosch Sourcing Purchasing

09:54 am

I am fine and you?

enter message

Send
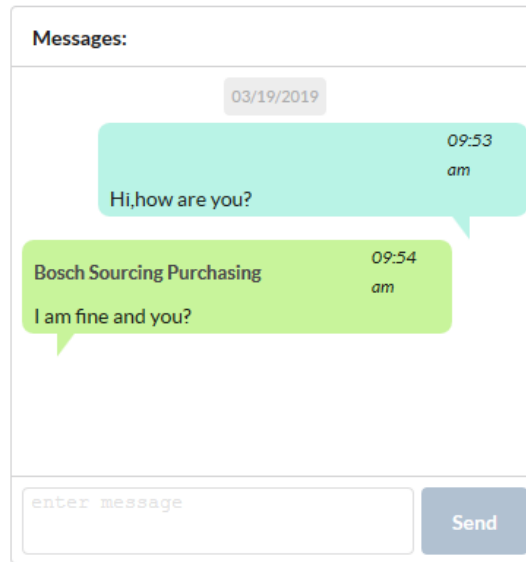
Do you have any questions before the auction is going to start?

Use the message board in the auction object (as is the case for RFX)!

BOSCH

QUESTIONS OR DO YOU NEED SUPPORT?

BOSCH

Supplier Manual | Auction
Questions & Support

- **Training documents** you can find <u>here</u> in the Download Center

- **Support**

i-Source Support
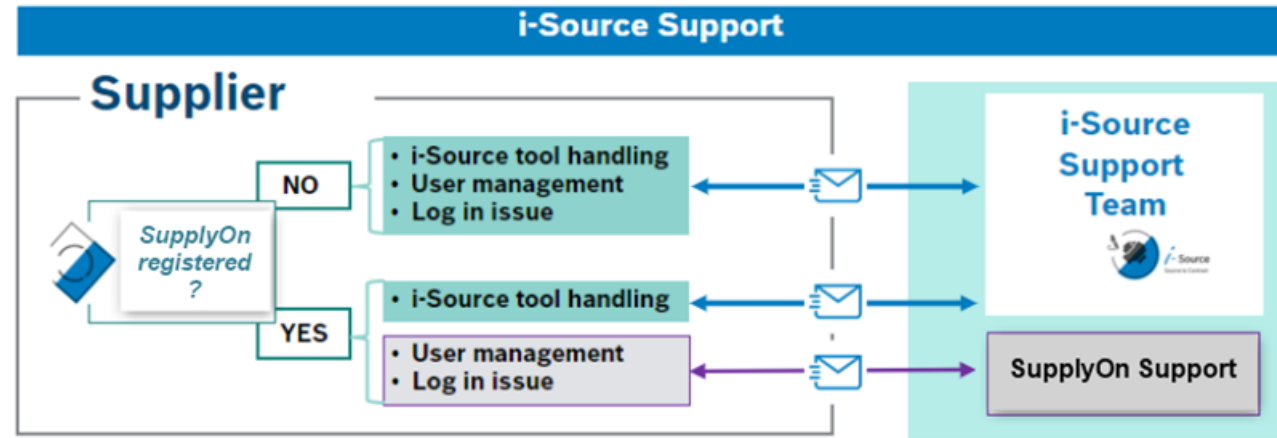
Supplier

- i-Source tool handling
- User management
- Log in issue

NO

SupplyOn registered ?

YES

- i-Source tool handling

- User management
- Log in issue

i-Source Support Team

SupplyOn Support

i-Source Support: <u>i-source.supportteam@de.bosch.com</u>

Exception: SupplyOn registered suppliers contact for <u>User management</u> and <u>Login issues</u> the <u>SupplyOn Support</u>

BOSCH