

# I Supplier Portal Supplier User Guide

## King Faisal Specialist Hospital & Research Centre



مستشفى الملك فيصل التخصصي ومركز الأبحاث  
King Faisal Specialist Hospital & Research Centre  
مؤسسة عامة، Gen. Org.

# Sourcing Supplier User Guide

# Submitting Quote

**Supplier can submit his quote online through the system**

# Supplier User Guide

- For acknowledge Negotiation / Sourcing RFQ
- For Submitting Quote
- Online Discussion & Negotiation
- ASN/ASBN
- Create Online Invoice

# Supplier Login

ORACLE



\*User Name   
(example: michael.james.smith)

\*Password   
(example: 4u99v23)

Login Assistance

Accessibility  ▼

Select a Language:  
العربية English

[Privacy Statement](#)

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Navigation : Supplier Login

# Supplier Home Page

**KFSH Sourcing Supplier:** is used to view RFQ & submitting Quotations

**KFSH iSupplier Portal Full Access:** is used to PO Acceptance, Request for Change/Cancel Order, Change History, ASN/ASBN & Online Invoicing

Navigation : Sourcing Supplier → Worklist (For Notification)

# Supplier Work list - Notification

Worklist

View: Open Notifications ▾ Go

Select All Notifications  
 Select FYI Notifications  
 Select Notifications From Me  
 Select Open Notifications  
 Select To Do Notifications

1-200 ▾

	Type	Subject	Sent ▾	Due
<input type="checkbox"/>	PO Approval	<a href="#">KFSHRC - Standard Purchase Order 263454, 1</a>	01-Oct-2011	
<input type="checkbox"/>	PO Supplier Change	<a href="#">KFSHRC - Response to your change request for Standard Purchase Order 263454,1</a>	01-Oct-2011	
<input type="checkbox"/>	Sourcing Negotiation	<a href="#">Closed Early: RFQ 315015 (Testing of iSupplier)</a>	01-Oct-2011	
<input type="checkbox"/>	PO Approval	<a href="#">KFSHRC - Standard Purchase Order 263451, 0</a>	26-Sep-2011	
<input type="checkbox"/>	PO Approval	<a href="#">KFSHRC - Purchase Order Test 263429, 1</a>	25-Sep-2011	
<input type="checkbox"/>	PO Supplier Change	<a href="#">KFSHRC - Response to your change request for Purchase Order Test 263429,1</a>	25-Sep-2011	
<input type="checkbox"/>	PO Approval	<a href="#">KFSHRC - Standard Purchase Order 263450, 2</a>	25-Sep-2011	
<input type="checkbox"/>	PO Approval	<a href="#">KFSHRC - Standard Purchase Order 263442, 2</a>	20-Sep-2011	
<input type="checkbox"/>	PO Approval	<a href="#">KFSHRC - Standard Purchase Order 263441, 1</a>	20-Sep-2011	
<input type="checkbox"/>	PO Approval	<a href="#">KFSHRC - Standard Purchase Order 263439, 0</a>	19-Sep-2011	
<input type="checkbox"/>	PO Approval	<a href="#">KFSHRC - BP Agreement 263430, 1</a>	17-Sep-2011	
<input type="checkbox"/>	PO Approval	<a href="#">KFSHRC - Blanket Purchase Agreement 263428,0 requires your acceptance</a>	17-Sep-2011	
<input type="checkbox"/>	PO Approval	<a href="#">KFSHRC - Blanket Purchase Agreement 263425,0 requires your acceptance</a>	15-Sep-2011	
<input type="checkbox"/>	PO Approval	<a href="#">KFSHRC - Blanket Purchase Agreement 263420,0 requires your acceptance</a>	14-Sep-2011	
<input type="checkbox"/>	PO Approval	<a href="#">KFSHRC - Standard Purchase Order 263417, 0</a>	13-Sep-2011	
<input type="checkbox"/>	Sourcing Two-Stage Evaluation	<a href="#">Two-Stage RFQ Evaluation Complete: Technical (RFQ 304015)</a>	13-Sep-2011	
<input type="checkbox"/>	Sourcing Two-Stage Evaluation	<a href="#">Two-Stage RFQ Evaluation Complete: Technical (RFQ 304015)</a>	13-Sep-2011	
<input type="checkbox"/>	Sourcing Negotiation	<a href="#">Closed Early: RFQ 304015 (two stage sourcing testing part1)</a>	13-Sep-2011	
<input type="checkbox"/>	PO Approval	<a href="#">KFSHRC - Standard Purchase Order 263378, 1</a>	12-Sep-2011	
<input type="checkbox"/>	PO Approval	<a href="#">KFSHRC - Standard Purchase Order 263411, 1</a>	11-Sep-2011	
<input type="checkbox"/>	PO Supplier Change	<a href="#">KFSHRC - Response to your change request for Standard Purchase Order 263411, 1</a>	11-Sep-2011	

Navigation : Sourcing Supplier → Worklist (Supplier will receive notification for “Published RFQ”)



# Supplier Invitation Notification

## Negotiations

Search Open Negotiations Title  Go

Welcome, Sohail Akhtar Gulf Medical Co. Ltd.

### Your Active and Draft Responses

Press Full List to view all your company's responses.

Full List

Response Number	Response Status	Supplier Site	Negotiation Number	Title	Type	Time Left	Monitor	Unread Messages
<a href="#">208008</a>	Active	SITE 1	<a href="#">315015</a>	Testing of iSupplier	RFQ	0 seconds		<a href="#">0</a>
<a href="#">205008</a>	Active	SITE 1	<a href="#">304015</a>	two stage sourcing testing part1	RFQ	0 seconds		<a href="#">0</a>
<a href="#">201008</a>	Active	SITE 1	<a href="#">300015</a>	608353	RFQ	0 seconds		<a href="#">0</a>

### Your Company's Open Invitations

Full List

Supplier Site	Negotiation Number	Title	Type	Time Left
SITE 1	<a href="#">323015</a>	RFQ for 598553	RFQ	18 hours 28 minutes

### Quick Links

#### Manage View Responses

- [Drafts](#)
- [Deliverables](#)
- [Personal Information](#)
- [Active](#)
- [Disqualified](#)
- [Awarded](#)
- [Rejected](#)

Click here to Acknowledge participation

Navigation : Sourcing Supplier → Sourcing Home Page (Supplier may view open Invitations in Home Page)

# Acknowledge

Negotiations

Negotiations >

RFQ: 323015

Title **RFQ for 598553**  
Status **Active**  
Time Left **17:37:49**

Open Date **04-Oct-2011 10**  
Close Date **05-Oct-2011 10**

Actions

- Acknowledge Participation
- Acknowledge Participation**
- Create Quote
- Online Discussions
- View Quote History
- Printable View
- Export to Spreadsheet

Go

Header Lines Controls Contract Terms

Buyer **ALDOSSARY, MISFER**  
Quote Style **Blind**  
Description

Outcome **Standard Purch**  
Event

Terms

Bill-To Address [KFSHRC](#)  
Ship-To Address [KFSHRC](#)  
FOB **Origin**

Payment Terms **45 NET**  
Carrier  
Freight Terms **Due**

Currency

RFQ Currency **SAR**

Price Precision **Any**

Additional Response Currencies

Response Currency	Currency Description	Price Precision
USD	US Dollar	2
EUR	Pan-European Currency	2

Select "Acknowledge Participation" from Action and click on "Go"

Navigation : Sourcing Supplier → Sourcing Home Page > Open Invitations > Actions



# Acknowledge

Supplier Site SITE 1

Will your company participate?  Yes  
 No

Note to Buyer

We are ready to participate for invited negotiation.  
Thanks

Cancel Apply

**Click here to acknowledge**

Cancel Apply

Navigation : Sourcing Supplier → Sourcing Home Page → Open Invitations → Actions → Acknowledge Participation

# Quote Creation

Negotiations

Negotiations >

RFQ: 323015

Title **RFQ for 598553**  
Status **Active**  
Time Left **17:37:49**

Open Date **04-Oct-2011 10**  
Close Date **05-Oct-2011 10**

Outcome **Standard Purch**  
Event

Buyer **ALDOSSARY, MISFER**  
Quote Style **Blind**  
Description

Actions

- Acknowledge Participation
- Acknowledge Participation**
- Create Quote
- Online Discussions
- View Quote History
- Printable View
- Export to Spreadsheet

Go

Header Lines Controls Contract Terms

Terms

Bill-To Address [KFSHRC](#)  
Ship-To Address [KFSHRC](#)  
FOB **Origin**

Payment Terms **45 NET**  
Carrier  
Freight Terms **Due**

Currency

RFQ Currency **SAR**

Price Precision **Any**

Additional Response Currencies

Response Currency	Currency Description	Price Precision
USD	US Dollar	2
EUR	Pan-European Currency	2

Select "Create Quote" from Action and click on "Go"

Navigation : Sourcing Supplier → Sourcing Home Page → Open Invitations → Actions → Create Quote

# Create Quote Header

**Enter "Quote Valid Until" & select "Quote Currency"**

Navigation : Sourcing Supplier → Sourcing Home Page → Open Invitations → Actions → Create Quote (Header details and Header level attributes)

# Create Quote Header

Negotiations

Negotiations > RFQ: 323015 >  
Create Quote: 216008 (RFQ 323015)

Cancel View RFQ Quote By Spreadsheet Save Draft Continue

Title RFQ for 598553

Time Left 17:09:53  
Close Date 05-Oct-2011 10:00:17

**Enter "Quote Price" & "Click on Update"**

Header Lines

RFQ Currency SAR  
Price Precision Any

Quote Currency SAR

Line	Update	Ship-To	Start Price	Target Price	Quote Price Unit	Target Quantity	Quote Quantity	Promised Date
1 ADENOSINE SOLUTI...		Pharm-WH			10 VIAL	420	420	20-Oct-2011

Indicates more information requested. Click the Update icon.

Cancel View RFQ Quote By Spreadsheet Save Draft Continue

Navigation : Sourcing Supplier → Sourcing Home Page → Open Invitations → Actions → Create Quote (Line details and Line level attributes)



# Create Quote –Line Detail

Negotiations

Create Quote 216008: Line 1 (RFQ 323015)

Cancel Save Draft **Apply**

Description **ADENOSINE SOLUTION FOR INJ 3MG/ML, 2ML VIAL**  
Unit **VIAL**

Start Price	
Target Price	
Quote Price	<input type="text" value="10"/>
Target Quantity	<b>420</b>
Quote Quantity	<input type="text" value="420"/>

Close Date **05-Oct-2011 10:00:17**  
Quote Currency **SAR**  
Ship-To **Pharm-WH**  
Need-By Date **15-Oct-2011 10:01:52 to 20-Oct-2011 10:02:26**  
Promised Date **20-Oct-2011**

Pay Items

TIP Total pay item amount must add up to the line amount.

**Enter "Quote Value" & "Click on Apply"**

Attributes

Group	Attribute	Attribute Type	Target Value	Quote Value
General	Preferred Catalog Number	Required		<input type="text" value="Max-100408"/>
General	Preferred Manufacturer Name	Required		<input type="text" value="Max New York"/>
General	Country Of Origin	Optional		<input type="text"/>

Navigation : Sourcing Supplier → Sourcing Home Page → Open Invitations → Actions → Create Quote (Line Attributes)



# Create Quote Header


Negotiations


Negotiations > RFQ: 323015 >  
Create Quote: 216008 (RFQ 323015)

Title [RFQ for 598553](#)

Cancel View RFQ Quote By Spreadsheet Save Draft **Continue**

Time Left 17:09:53  
Close Date 05-Oct-2011 10:00:17

Line	Update	Ship-To	Start Price	Target Price	Quote Price Unit	Target Quantity	Quote Quantity	Promised Date
1 ADENOSINE SOLUTI...		Pharm-WH			10 VIAL	420	420	20-Oct-2011

 Indicates more information requested. Click the Update icon.

**Click on "Continue"**

Cancel View RFQ Quote By Spreadsheet Save Draft Continue

Navigation : Sourcing Supplier → Sourcing Home Page → Open Invitations → Actions → Create Quote

# Review & Quote Submission

**Warning**  
Buyer has requested for you to submit a single, best quote. Multiple quotes (re-quoting) for this RFQ are not allowed.

Create Quote 216008: Review and Submit (RFQ 323015)

Cancel Back Validate Save Draft Printable View **Submit**

Header

Title RFQ for 598553  
Supplier GULF MEDICAL CO. LTD.  
Supplier Site SITE 1  
RFQ Currency SAR  
Quote Currency SAR  
Price Precision Any

Time Left: **17:02:30**  
Close Date: 05-Oct-2011 10:00:17  
Quote Valid Until: 30-Oct-2011  
Reference Number  
Note to Buyer

Attachments

Title	Type	Description	Category	Last Updated By	Last Updated	Usage	Update	Delete
No results found.								

Requirements

**Click on "Submit" for completion Quote Submission**

Details Section

No results found.

Lines

Navigation : Sourcing Supplier → Sourcing Home Page → Open Invitations → Actions → Create Quote (Submission for bidding)

- Quote Submission Process Ends Here. As soon as Supplier submits Quote Buyer will be able to see Supplier Response in His Screen.
- For any clarification or detail negotiation Buyer can send a Online message.
- If Buyer Send any Message Supplier can Respond it online.

# Supplier Monitors Active Quotes

## Negotiations

Search Open Negotiations

Welcome, Sohail Akhtar Gulf Medical Co. Ltd.

### Your Active and Draft Responses

Press Full List to view all your company's responses.

[Full List](#)

Response Number	Response Status	Supplier Site	Negotiation Number	Title	Type	Time Left	Monitor	Unread Messages
<a href="#">216008</a>	Active	SITE 1	<a href="#">323015</a>	RFQ for 598553	RFQ	16 hours 5 minutes		<a href="#">1</a>
<a href="#">208008</a>	Active	SITE 1	<a href="#">315015</a>	Testing of iSupplier	RFQ	0 seconds		<a href="#">0</a>
<a href="#">205008</a>	Active	SITE 1	<a href="#">304015</a>	two stage sourcing testing part1	RFQ	0 seconds		<a href="#">0</a>
<a href="#">201008</a>	Active	SITE 1	<a href="#">300015</a>	608353	RFQ	0 seconds		<a href="#">0</a>

**Click to view the message**

### Your Company's Open Invitations

[Full List](#)

Supplier Site	Negotiation Number	Title	Type	Time Left
No results found.				

### Quick Links

# Online Discussion

**ORACLE** Sourcing

Navigator Favorites Home Logout Preferences Help Diagnostics

**Negotiations**

Negotiations > Quote: 216008 (RFQ 323015) >  
Online Discussions (RFQ 323015)


Cancel Printable Page

Title [RFQ for 598553](#)  
Status **Active**  
Time Left **32 minutes**

Open Date **04-Oct-2011 10:02:41**  
Close Date **05-Oct-2011 10:00:17**

**Messages**

New Message

Subject ^	Message	Status	Sender	Date	Reply
This is test Message.	<a href="#">This is test message created for User Manual...</a>	Read	KFSHRC	04-Oct-2011 17:53:44	

Cancel Printable Page

Negotiations Home Logout Preferences Help Diagnostics

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**Click to Reply**



- Once the RFQ is closed Supplier will not be able to submit his Quotation.
- If RFQ is awarded to Supplier and PO is Approved. Supplier will be able to see his PO in KFSH iSupplier Portal Responsibility.

# iSupplier Home Page

ORACLE iSupplier Portal

Home Orders Shipments Admin Finance Intelligence

Search PO Number  Go

Home Navigator Favorites Home Logout Preferences Help Diagnostics

### Notifications

Subject	Date
<a href="#">Closed Early: RFQ 323015 (RFQ for 598553)</a>	05-Oct-2011 09:40:46
<a href="#">Sent: Online Discussion Message for RFQ 323015 (RFQ for 598553)</a>	04-Oct-2011 17:53:46
<a href="#">KFSHRC - Standard Purchase Order 263454, 1</a>	01-Oct-2011 11:06:14
<a href="#">KFSHRC - Response to your change request for Standard Purchase Order 263454,1</a>	01-Oct-2011 11:05:53
<a href="#">Closed Early: RFQ 315015 (Testing of iSupplier)</a>	01-Oct-2011 10:56:49

### Orders At A Glance

PO Number	Description	Order Date
<a href="#">263465</a>		05-Oct-2011 09:46:45
<a href="#">263454</a>		01-Oct-2011 11:05:52
<a href="#">263451</a>		26-Sep-2011 15:12:35
<a href="#">263429</a>		25-Sep-2011 11:45:24
<a href="#">263450</a>		25-Sep-2011 10:42:24

### Planning

#### Orders

- [Agreements](#)
- [Purchase Orders](#)
- [Purchase History](#)

#### Shipments

- [Delivery Schedules](#)
- [Overdue Receipts](#)
- [Advance Shipment Notices](#)

#### Receipts

- [Receipts](#)
- [Returns](#)
- [On-Time Performance](#)

#### Invoices

- [Invoices](#)

#### Payments

- [Payments](#)

**All the Orders/Notification can be view here by supplier**

Home Orders Shipments Admin Finance Intelligence Home Logout Preferences Help Diagnostics

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Navigation : KFSH iSupplier Portal Responsibility → Home Page

# Purchase Order & Change Request

ORACLE<sup>®</sup> iSupplier Portal

Home > Standard Purchase Order: 263465, 0 (Total SAR 4,200.00)  
Currency=SAR

Home | Orders | Shipment | Admin | Finance | Intelligence

Purchase Orders | Agreements | Purchase History | Work Confirmations | Deliverables

Home | Navigator | Favorites | Home | Logout | Preferences | Help | Diagnostics

Order Information

General

Total **4,200.00**  
Supplier **GULF MEDICAL CO. LTD.**  
Supplier Site **SITE 1**  
Address **P.O. BOX 88142  
RIYADH 11662  
K. S. A.  
RIYADH, 11662**  
Buyer [MISFER MUBARAK ALDOSSARY](#)  
Order Date **05-Oct-2011 09:46:45**  
Description  
Status **Open**  
Note to Supplier  
Operating Unit **KFSHRC**  
Sourcing Document [323015](#)  
Supplier Order Number  
Attachments **None**

Terms and Conditions

Payment Terms **45 NET**  
Carrier  
FOB **Origin**  
Freight Terms **Due**  
Shipping Control

Summary

Total	4,200.00
Received	0.00
Invoiced	0.00
Payment Status	Not Paid

Ship-To Address

Address **KFSHRC  
3354  
Riyadh, 11211**

Bill-To Address

Address **KFSHRC  
3354  
Riyadh, 11211**

PO Details

[Show All Details](#) | [Hide All Details](#)

Details Line	Type	Item/Job	Supplier Item	Description	UOM	Qty	Price	Amount	Status	Attachments	Reason
<a href="#">Show</a> 1	Goods	1931		ADENOSINE SOLUTION FOR INJ 3MG/ML, 2ML VIAL	VIAL	420	10	4,200.00	Open		

Actions | Request Changes | Request Changes | Request Cancellation | View Change History | View PDF | View Receipts | View Invoices | View Payments | View Shipments

Go | Export

**Supplier can view the details of PO & may request for change in the same**

Navigation : KFSH iSupplier Portal Responsibility → Home Page

# Purchase Order Change Request

Request Changes for Standard Purchase Order : 263465,0 (Total SAR 4,200.00)

Currency=SAR

Cancel Cancel Entire Order Printable View View Change History Export Submit

## Order Information

### General Information

### Terms and Conditions

### Related Information

Receipts  
Invoices  
Payments

There are certain field which supplier may ask for change i.e.

- . Supplier Item
- . Price
- . Quantity Ordered
- . Promise Date

Supplier Line Order  
Make changes & Submit  
Form

Total 4,200.00  
Supplier GULF MEDICAL CO. LTD.  
Supplier Site SITE 1  
Address P.O. BOX 88142  
RIYADH 11662  
K. S. A.  
RIYADH, 11662  
Buyer MISFER MUBARAK ALDOSSARY  
Order Date 05-Oct-2011 09:46:45  
Description  
Status Open  
Note to Supplier  
Sourcing Document 323015  
Organization KFSHRC  
Supplier Order Number  
Attachments None

Payment Terms 45 NET  
Carrier  
FOB Origin  
Freight Terms Due  
Shipping Control

### Ship-To Address

Address KFSHRC  
3354  
Riyadh, 11211

### Bill-To Address

Address KFSHRC  
3354  
Riyadh, 11211

## PO Details

TIP You can cancel the entire order or specific lines.  
TIP Click on the Show link to view shipment details of a line. To split a line into multiple delivery dates, click the split line icon of the desired row and then make changes.

Show All Hide All

Details	Line	Type	Item/Job	Revision	Supplier Item	Description	UOM	Qty	Price	Amount	Delivered	Billed	Supplier	Contractor Name	Status	Global Agreement	Supplier Config ID	Attachments	Reason	
<a href="#">Hide</a>	1	Goods	1931			ADENOSINE SOLUTION FOR INJ 1MG/ML, 2ML VIAL	VIAL	420	9	4,200.00					Open					discount

## Shipments

Shipment	Location	Quantity Ordered	Quantity Received	Amount Received	Amount	Promised Date	Need-By Date	Supplier Order Line	Discount (%)	Start Effective Date	End Effective Date	Status	Attachments	Split	Reason	Action
1	Pharm-WH	500		4,200.00		20-Oct-2011 10:02	15-Oct-2011 10:02	52				Open				Change Cancel Change

Return to View Order Details

Cancel Cancel Entire Order Printable View View Change History Export Submit

Once supplier submit change request, it goes to Buyer for approval, and if Buyer approve the changes, PO gets change automatically.



# Advance Shipment Notice (ASN)

Create Advance Shipment Notice

Views

View **Shipments Due This Week**

**Select desired PO to add in ASN. An ASN may contain multiple PO.**

Select PO Shipments:

Select All | Select None

Select	PO Number	Line	Shipment Item	Supplier Item	Item Description	Due Date	Quantity Ordered	Quantity Received	UOM	Ship-To Location	Organization Name	Ship-To Organization	Currency	Supplier Site
<input type="checkbox"/>	<a href="#">261300</a>	1	1	AF01	ATTACHMENT FOOT F1 2.4MM PEDIATRIC	05-Oct-2011 09:30:00	3	0	EACH	<a href="#">OR-Stor-II</a>	KFSHRC	Clinical Departments (Expense)	SAR	SITE 1
<input type="checkbox"/>	<a href="#">261300</a>	4	1	AA10S	ATTACHMENT 2.4MM SMALL BORE ANGLED 10CM SHORT	05-Oct-2011 09:30:00	2	0	EACH	<a href="#">OR-Stor-II</a>	KFSHRC	Clinical Departments (Expense)	SAR	SITE 1
<input checked="" type="checkbox"/>	<a href="#">261300</a>	5	1	AA07	ATTACHMENT MIDAS REX ANGLED 7CM	05-Oct-2011 09:30:00	1	0	EACH	<a href="#">OR-Stor-II</a>	KFSHRC	Clinical Departments (Expense)	SAR	SITE 1
<input checked="" type="checkbox"/>	<a href="#">261300</a>	2	1	AF02	ATTACHMENT FOOT F2 2.4MM ADULT	05-Oct-2011 09:30:00	3	0	EACH	<a href="#">OR-Stor-II</a>	KFSHRC	Clinical Departments (Expense)	SAR	SITE 1
<input type="checkbox"/>	<a href="#">261300</a>	3	1	AA15	ATTACHMENT 2.4MM SMALL BORE ANGLED 15CM LONG	05-Oct-2011 09:30:00	2	0	EACH	<a href="#">OR-Stor-II</a>	KFSHRC	Clinical Departments (Expense)	SAR	SITE 1
<input checked="" type="checkbox"/>	<a href="#">261354</a>	1	1	400179	SCISSORS LARASCOPIIC SURGICAL MONOPOLAR CURVED ENDO-WRIST 8MM CLINICAL FOR ROBOTIC SURGICAL SYSTEM	05-Oct-2011 11:59:00	10	0	EACH	<a href="#">OR-Stor-II</a>	KFSHRC	Clinical Departments (Expense)	SAR	SITE 1
<input type="checkbox"/>	<a href="#">261267</a>	1	1	FD214R	INSTRUMENT FORCEPS TISSUE YASARGIL 3MMJAW FLAT SERRATED LENGTH 220MM REUSABLE	05-Oct-2011 11:59:00	2	0	EACH	<a href="#">OR-Stor-II</a>	KFSHRC	Clinical Departments (Expense)	SAR	SITE 1
<input type="checkbox"/>	<a href="#">261267</a>	2	1	FD215R	INSTRUMENT FORCEPS TISSUE YASARGIL 3MM CURETTE JAW TOOTHED LENGTH 220MM REUSABLE	05-Oct-2011 11:59:00	2	0	EACH	<a href="#">OR-Stor-II</a>	KFSHRC	Clinical Departments (Expense)	SAR	SITE 1
<input type="checkbox"/>	<a href="#">261267</a>	3	1	FD217R	FORCEPS HEIFETZ FOR GRASPING TUMORS 5MM	05-Oct-2011 11:59:00	5	0	EACH	<a href="#">OR-Stor-II</a>	KFSHRC	Clinical Departments (Expense)	SAR	SITE 1
<input type="checkbox"/>	<a href="#">261267</a>	4	1	FD200R	FORCEPS SMALL YASARGIL FOR GRASPING TUMORS 3MM	05-Oct-2011 11:59:00	2	0	EACH	<a href="#">OR-Stor-II</a>	KFSHRC	Clinical Departments (Expense)	SAR	SITE 1
<input type="checkbox"/>	<a href="#">261267</a>	5	1	FD216R	FORCEPS YASARGIL FOR CRASPING TUMORS 5MM	05-Oct-2011 11:59:00	5	0	EACH	<a href="#">OR-Stor-II</a>	KFSHRC	Clinical Departments (Expense)	SAR	SITE 1
<input type="checkbox"/>	<a href="#">261345</a>	3	1	EN111120510	CATHETER BIP FOLEY 2-WAY 10ML/CC	05-Oct-2011 11:59:00	20	0	EACH	<a href="#">OR-Stor-II</a>	KFSHRC	Clinical Departments (Expense)	SAR	SITE 1
<input type="checkbox"/>	<a href="#">261349</a>	5	1	400093	INSTRUMENT GRASPER TISSUE ENDOSCOPIC ENDOWRIST PROGRASP 8MM DIAMETER 50CM LENGTH ROBOTIC LIMITED USE	05-Oct-2011 11:59:00	5	0	EACH	<a href="#">OR-Store</a>	KFSHRC	Operating Room Store	SAR	SITE 1

Navigation : KFSH iSupplier Portal Responsibility → Home Page → Shipment Tab → Shipment Notice → Create Advance Shipment Notice



# Advance Shipment Notice (ASN)

Cancel Add Shipments Preview Submit

Shipment Header **Shipment Lines**

### Shipment Line Defaults

Enter Shipment Line Defaults and click Default to All Lines to copy to all shipment lines.

Packing Slip  Container Number   
Country Of Origin  Truck Number   
Bar Code Label  Comments

Default to All Lines

**Enter quantity to be shipped in "Shipment Lines" Tab and click on "Shipment Header" Tab**

### Shipments in Advance Shipment Notice

Show All Details Hide All Details

Details	PO Number	Line	Shipment	Supplier Item	Item Description	Due Date	Quantity Ordered	Quantity Received	UOM	Quantity Shipped	Ship-To Location	LPN/Lot /Serial	Add Attachments	Split	Remove
<a href="#">Show</a>	<a href="#">261300</a>	5	1	AA07	ATTACHMENT MIDAS REX ANGLED 7CM	05-Oct-2011 09:30:00	1	0	EACH	<input type="text" value="1"/>	OR-Stor-II				
<a href="#">Show</a>	<a href="#">261300</a>	2	1	AF02	ATTACHMENT FOOT F2 2.4MM ADULT	05-Oct-2011 09:30:00	3	0	EACH	<input type="text" value="3"/>	OR-Stor-II				
<a href="#">Show</a>	<a href="#">261354</a>	1	1	400179	SCISSORS LARASCOPIC SURGICAL MONOPOLAR CURVED ENDO-WRIST 8MM CLINICAL FOR ROBOTIC SURGICAL SYSTEM	05-Oct-2011 11:59:00	10	0	EACH	<input type="text" value="10"/>	OR-Stor-II				

[Return to Shipments: Shipment Notices](#)

Cancel Add Shipments Preview Submit

# Advance Shipment Notice (ASN)

Cancel Add Shipments Preview Submit

Shipment Header Shipment Lines

## Shipment Information

\* Indicates required field

* Shipment Number	<input type="text" value="10101"/>	* Shipment Date	<input type="text" value="05-Oct-2011 12:07:4"/>
* Expected Receipt Date	<input type="text" value="06-Oct-2011 12:07:4"/>	Note: Shipment Date cannot be later than today	

Example: 05-Oct-2011 12:05:15

## Freight Information

Freight Terms	<input type="text"/>	Freight Carrier	<input type="text"/>
Number of Containers	<input type="text"/>	Bill of Lading	<input type="text"/>
Waybill/Airbill Number	<input type="text"/>	Packing Slip	<input type="text"/>
Packaging Code	<input type="text"/>	Special Handling Code	<input type="text"/>
Tar Weight	<input type="text"/>	Tar Weight UOM	<input type="text"/>
Net Weight	<input type="text"/>	Net Weight UOM	<input type="text"/>
Comments	<input type="text"/>		

**Enter Shipment Number/Shipment Date/Expected Receipt Date and click on "Submit". Once it is submitted a notification will be sent to Buyer.**

Cancel Add Shipments Preview Submit

# Advance Shipment Billing Notice (ASBN)

**ORACLE** iSupplier Portal

Home | Orders | **Shipments** | Admin | Finance | Intelligence

Delivery Schedules | **Shipment Notices** | Shipment Schedules | Receipts | Returns | Overdue Receipts | On-Time Performance | Quality

Shipment Notices: Shipment Notices >

Create Advance Shipment Billing Notice

Views

View: Shipments Due Any Time

**Select desired PO to add in ASBN. An ASBN may contain multiple PO.**

To create an Advance Shipment Billing Notice, you may only select shipments with the same Ship-To Organization, Currency, and Supplier Site.

Select	PO Number	Line	Shipment	Supplier Item	Item Description	Due Date	Quantity Ordered	Quantity Received	UOM	Ship-To Location	Organization Name	Ship-To Organization	Currency	Supplier Site
<input type="checkbox"/>	0041/31-1	1	1		PROVIDING MAINTENANCE SERVICES FOR MEDICAL RADIATION EQUIPMENT	05-Mar-2011 23:59:00	425000	0	JOB	KFSHRC	KFSHRC	KFSHRC	SAR	CONTRACTS
<input type="checkbox"/>	0041/31-2	1	1		PROVIDING MAINTENANCE SERVICES FOR MEDICAL RADIATION EQUIPMENT	03-Apr-2011 23:59:00	425000	0	JOB	KFSHRC	KFSHRC	KFSHRC	SAR	CONTRACTS
<input checked="" type="checkbox"/>	0007/32-1	8	8		CONTRACT: PREPARATION OF THE TWO NEW HOSPITALS	17-May-2011 23:59:00	1967067	0	JOB	KFSHRC	KFSHRC	KFSHRC	SAR	CONTRACTS
<input checked="" type="checkbox"/>	0041/31-4	1	1		PROVIDING MAINTENANCE SERVICES FOR MEDICAL RADIATION EQUIPMENT	24-Jul-2011 23:59:00	425000	0	JOB	KFSHRC	KFSHRC	KFSHRC	SAR	CONTRACTS
<input type="checkbox"/>	263383	1	1		FLUCONAZOLE CAP 50MG	30-Sep-2011 23:59:00	10	5	CAPSULE	KFSHRC	KFSHRC	KFSHRC	SAR	CONTRACTS

[Return to Shipments: Shipment Notices](#)

Navigation : KFSH iSupplier Portal Responsibility → Home Page → Shipment Tab → Shipment Notice → Create Advance Shipment Billing Notice



# Advance Shipment Billing Notice (ASBN)

Cancel Add Shipments Preview Submit

Shipment Header **Shipment Lines**

### Shipment Line Defaults

Enter Shipment Line Defaults and click Default to All Lines to copy to all shipment lines.

Packing Slip  Container Number   
Country Of Origin  Truck Number   
Bar Code Label  Comments

**Enter quantity to be shipped in "Shipment Lines" Tab and click on "Shipment Header" Tab**

### Shipments in Advance Shipment Notice

Show All Details | Hide All Details

Details	PO Number	Line	Shipment Item	Supplier	Item Description	Due Date	Quantity Ordered	Quantity Received	UOM	Quantity Shipped	Ship-To Location	Taxable Flag	LPN/Lot /Serial	Add Attachments	Split	Remove
<a href="#">Show</a>	C/0007/32-1	8	8		CONTRACT: PREPARATION OF THE TWO NEW HOSPITALS	17-May-2011 23:59:00	1967067	0	JOB	1967067	ESHRC	N				
<a href="#">Show</a>	C/0041/31-4	1	1		PROVIDING MAINTENANCE SERVICES FOR MEDICAL RADIATION EQUIPMENT	24-Jul-2011 23:59:00	425000	0	JOB	425000	ESHRC	N				

[Return to Create Advance Shipment Billing Notice](#)

Cancel Add Shipments Preview Submit



# Advance Shipment Billing Notice (ASBN)

Shipment Header Shipment Lines

## Shipment Information

\* Indicates required field

\* Shipment Number

\* Shipment Date

\* Expected Receipt Date

Note: Shipment Date cannot be later than today

Example: 05-Oct-2011 12:29:48

## Freight Information

Freight Terms

Freight Carrier

Number of Containers

Bill of Lading

Waybill/Airbill Number

Packing Slip

Packaging Code

Special Handling Code

Tar Weight

Tar Weight UOM

Net Weight

Net Weight UOM

Comments

**Enter Shipment Number/Shipment Date/Expected Receipt Date and click on "Submit". Once it is submitted a notification will be sent to Buyer.**

## Billing Information

\* Indicates required field

\* Invoice Number

\* Invoice Amount

\* Invoice Date

Payment Terms

Freight Amount

Currency SAR

Tax Amount

## Remit To Site

Name **CONTRACTS**

Address **P.O. Box 88142**

**Riyadh, 11662**

**SA**

Bank Account

Change

# Thanks You