

Prepared (Subject resp) <b>Madeleine Sjöberg</b>		No.		
Approved (Document resp)	Checked	Date 2013-01-16	Rev PA1	Reference

*In your mind when working in the system:*

- **Never** use the **back**-button in **Explorer** if you want to go back to the previous page in the system. Use the EB system previous-buttons instead.
- The Ericsson Buyer system is mixing the terms **Vendor** and **Supplier**. At Ericsson we call them Supplier.

## How do I “read” the report to find out where the Response is in the approval flow?

The information could be found in the Project Report or in the RFX Response approval report. The reports are Business Warehouse reports and can be found under the detailed navigation section Reports in EB.

- If RFX Response is for FPP only and no changes submitted by ASP, the RFX Response will enter PM approval workflow via an automated batch job which executes every 15 minutes. On BW report, the RFX Response status will show in an “Awaiting Approval” status.
- If RFX Response contains a DPP item or contains an FPP with changes submitted by ASP, the RFX Response is first required to be reviewed and accepted into the PM approval flow by the RFX Creator (Project Coordinator). On BW report, the RFX Response status will show to be in a “Bid Submitted” status as in the example below. The RFX Response will not update to an “Awaiting Approval” status until the RFX Creator accepts the RFX Response into PM approval flow.

D column = RFX Initiated By (creator)

J column = Product ID, if the product ID starts with DPP, then it is an DPP item

X column = RFX Response Status, if the status is in Bid submitted, the bid are submitted by the ASP supplier and are waiting to be review and accepted by RFX creator (check column D)

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A	C	D	E	J	K	R	S	T
Rfx Number	Rfx Publish / CR Posting Date	Rfx Initiated By	Submission Deadline date	Product ID	Requested Date	Rfx Status	Rfx Response	Rfx Respons
7000710646	23.10.2012	TIMBSF1	22.01.2013	DPPRFQSACWS VC	22.01.2013	Published	8000693752	25.10.20
7000710648	23.10.2012	TIMBSF1	22.01.2013	DPPRFQSACWS VC	22.01.2013	Published	8000693746	25.10.20
7000710649	23.10.2012	TIMBSF1	22.01.2013	DPPRFQSACWS VC	22.01.2013	Published	8000693738	25.10.20
7000710750	23.10.2012	TIMBSF1	22.01.2013	DPPRFQSACWS VC	22.01.2013	Published	8000693745	25.10.20

Once Rfx Response is approved fully within PM approval flow, the Rfx Response will show a status of "Bid Accepted" and Purchase Order number will be created.