




How to Acknowledge an Amendment and Resubmit a Response to a Solicitation








How to Acknowledge an Amendment and Resubmit a Response to a Solicitation

Acknowledgement Required: Amendment 1 to Solicitation 16001 (Weekly Bus Parts (RFQ Standard))

 Oracle EBS Test
To  JOHN DOE

 Notification Detail.html
693 bytes

 Reply  Reply All  Forward  

Mon 6/12/2023 11:51 AM

From		Company	Pace, the Suburban Bus Division of the Regional Transportation Authority
To	JOHN DOE	Solicitation Title	Weekly Bus Parts (RFQ Standard)
Sent	12-JUN-2023 11:50:52	Solicitation Number	16001,1
ID	8651824		

Solicitation Open **June 12, 2023 10:37 am Central Time**
Solicitation Close **June 29, 2023 10:27 am Central Time**
Vendor **ABC COMPANY INC**
Vendor Site


This solicitation has been amended. If you have submitted or are planning to submit a response to this solicitation, you must acknowledge the amendment to be considered for contract award.

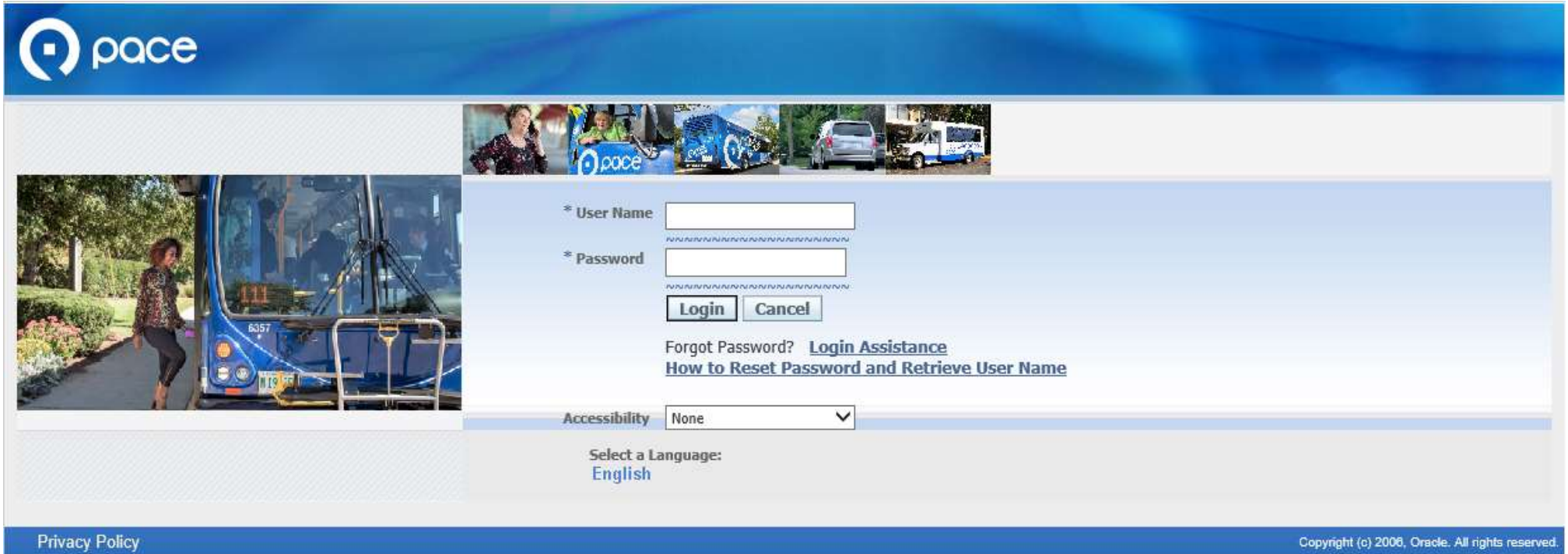
To review the particulars of the amendment, log in to the Pace iSupplier Portal by clicking the [LOGIN](#) link. After logging in to the Portal, you will be directed to the My Bid/Proposal page. Click the solicitation number, which will be located under Your Active and Draft Responses or Your Company's Open Invitations, and you will then be prompted to acknowledge the amendment.

DO NOT REPLY DIRECTLY TO THIS EMAIL AS IT WAS SENT FROM A NOTIFICATION-ONLY EMAIL ADDRESS THAT CANNOT ACCEPT INCOMING EMAILS.



Step 1

If you received an email notifying you of an amendment to a solicitation, click the LOGIN link  in the email.



pace

* User Name

* Password

Forgot Password? [Login Assistance](#)
[How to Reset Password and Retrieve User Name](#)

Accessibility ▼

Select a Language:
English

Privacy Policy

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Step 2

Log in to the Pace iSupplier Portal.

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Home Navigator Favorites Home Logout Preferences Help

Home Purchase Orders Shipments My Bid/Proposal Finance Company Profile

Search Open Solicitations Title Go

Welcome, JOHN DOE.

Your Active and Draft Responses [Full List](#)

Response Number	Response Status	Supplier Site	Solicitation Number	Title	Type	Time Left	Monitor	Unread Messages
2001	Active		11001	Weekly Bus Parts (RFQ Standard)	RFQ	3 days 18 hours		0
5001	Resubmission Required		16001	Weekly Bus Parts (RFQ Standard)	RFQ	16 days 20 hours		0
1005	Active		10004	Weekly Bus Parts (RFQ Standard)	RFQ	0 seconds		0
4003	Active		14001	UAT Weekly Bus Parts (RFQ Standard) Participation Test	RFQ	0 seconds		0
2002	Active		12004	Weekly Bus Parts (RFQ Standard)	RFQ	0 seconds		0

This solicitation has been amended. If you have already submitted a response to the solicitation, you must resubmit your response to be considered for contract award.

Your Company's Open Invitations [Full List](#)

Supplier Site	Solicitation Number	Title	Type	Time Left
	16001,1	Weekly Bus Parts (RFQ Standard...	RFQ	16 days 20 hours

Quick Links

Manage	View Responses
<ul style="list-style-type: none"> Drafts Personal Information 	<ul style="list-style-type: none"> Active Disqualified Awarded Rejected

Home Purchase Orders Shipments My Bid/Proposal Finance Company Profile Home Logout Preferences Help

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Step 3

The My Bid/Proposal tab of the Sourcing page will appear. Click the Solicitation Number that has been amended.

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Home Purchase Orders Shipments My Bid/Proposal Finance Company Profile

Warning
This solicitation has been amended. If you have already submitted a response to the solicitation, you must resubmit your response to be considered for contract award.
[View Amendment History](#) **1**

RFQ: 16001

Title: Weekly Bus Parts (RFQ Standard)
Status: Amended
Time Left: N/A

Open Date: 12-Jun-2023 10:37:46
Close Date: 29-Jun-2023 10:27:33

Header Lines Controls

Buyer: Blind
Quote Style: Blind
Description: Description

Outcome Event: Standard Purchase Order

Terms

Bill-To Address: Pace HQ
Ship-To Address: Destination
FOB: Destination

Payment Terms: Net 30 Days
Carrier: Carrier
Freight Terms: Paid

Currency

RFQ Currency: USD
Price Precision: Any

Requirements

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

Details Section

[+](#) [Show](#) ARTIFICIAL INTELLIGENCE (AI) CERTIFICATION

Attachments

Title	Type	Description	Category	Last Updated By	Last Updated	Usage	Update	Delete
Solicitation Packet	File		To Supplier		12-Jun-2023	One-Time		

[Return to My Bid/Proposal](#)

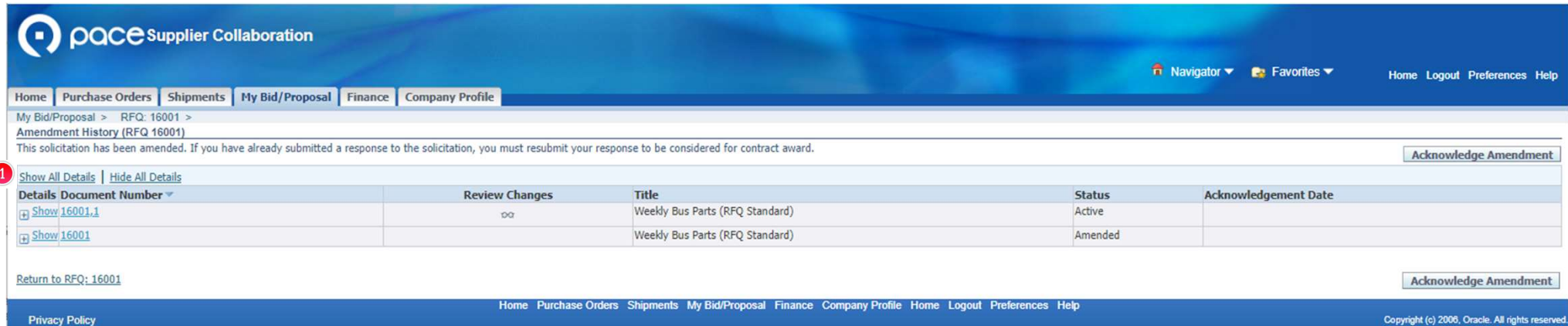
Home Purchase Orders Shipments My Bid/Proposal Finance Company Profile Home Logout Preferences Help

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Step 4

Click [View Amendment History](#) **1**.



My Bid/Proposal > RFQ: 16001 >
Amendment History (RFQ 16001)
This solicitation has been amended. If you have already submitted a response to the solicitation, you must resubmit your response to be considered for contract award.

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

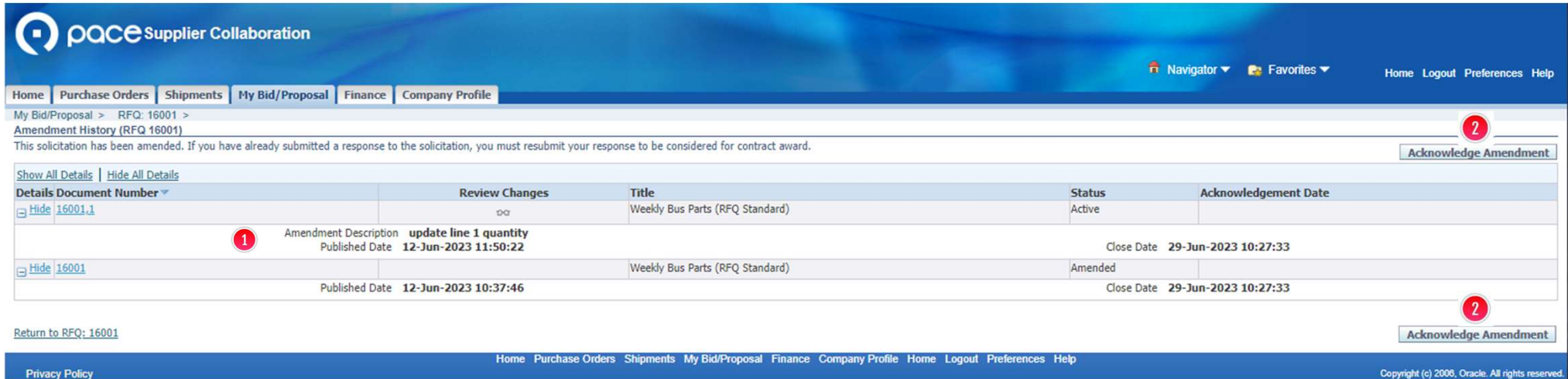
Details	Document Number	Review Changes	Title	Status	Acknowledgement Date
Show 16001.1		oq	Weekly Bus Parts (RFQ Standard)	Active	
Show 16001			Weekly Bus Parts (RFQ Standard)	Amended	

[Return to RFQ: 16001](#)

Privacy Policy | Home | Purchase Orders | Shipments | My Bid/Proposal | Finance | Company Profile | Home | Logout | Preferences | Help | Copyright (c) 2006, Oracle. All rights reserved.

Step 5

The Amendment History page will appear. Click [Show All Details](#) **1** to view the description of the amendment.



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Home Purchase Orders Shipments My Bid/Proposal Finance Company Profile

My Bid/Proposal > RFQ: 16001 > Amendment History (RFQ 16001)

This solicitation has been amended. If you have already submitted a response to the solicitation, you must resubmit your response to be considered for contract award.

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

Details Document Number	Review Changes	Title	Status	Acknowledgement Date
Hide 16001.1	da	Weekly Bus Parts (RFQ Standard)	Active	
	Amendment Description update line 1 quantity			
	Published Date 12-Jun-2023 11:50:22		Close Date 29-Jun-2023 10:27:33	
Hide 16001		Weekly Bus Parts (RFQ Standard)	Amended	
	Published Date 12-Jun-2023 10:37:46		Close Date 29-Jun-2023 10:27:33	

[Return to RFQ: 16001](#)

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Step 6

The description of the amendment **1** will appear. Click Acknowledge Amendment **2** in either location.

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Home | Purchase Orders | Shipments | My Bid/Proposal | Finance | Company Profile

My Bid/Proposal > RFQ: 16001 > Amendment History (RFQ 16001) > Acknowledge Amendment (RFQ 16001,1)

If you have already submitted a response to the solicitation, you must resubmit your response to be considered for contract award.

I agree to the amendment, which is incorporated into and made a part of the Contract for this solicitation.

Cancel Acknowledge

Header

Label	RFQ 16001	RFQ 16001,1
Amendment Description		update line 1 quantity

Notes and Attachments

RFQ 16001

Title	Type	Description	Category	Last Updated By	Last Updated	Usage	Update	Delete	Publish to Catalog
Solicitation Packet	File		To Supplier		12-Jun-2023	One-Time			

RFQ 16001,1

Title	Type	Description	Category	Last Updated By	Last Updated	Usage	Update	Delete	Publish to Catalog
Solicitation Packet	File		To Supplier		12-Jun-2023	One-Time			

Lines

Action	Line	Item, Rev	Category	Unit	Quantity	Start Price (USD)
Updated	1	HARNES:SENSOR 35FT GENERATION-3 E-STROKE	041293	004	Assembly	3

Controls

No changes exist.

Cancel Acknowledge

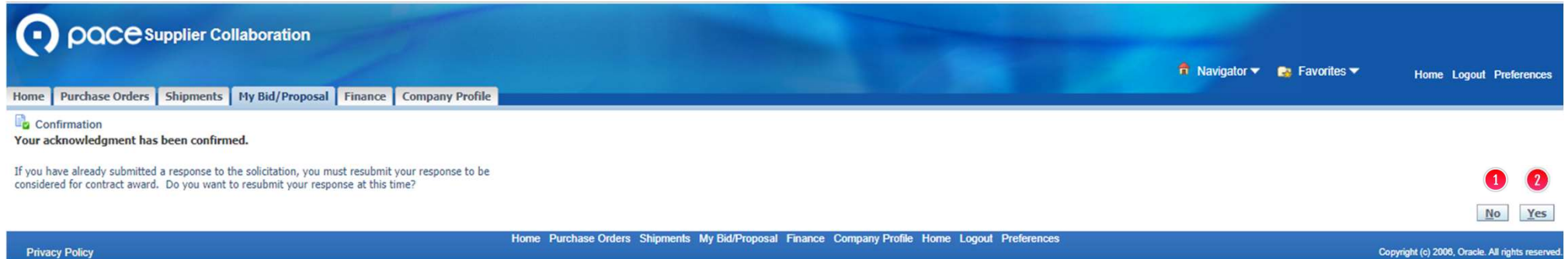
Home | Purchase Orders | Shipments | My Bid/Proposal | Finance | Company Profile | Home | Logout | Preferences | Help

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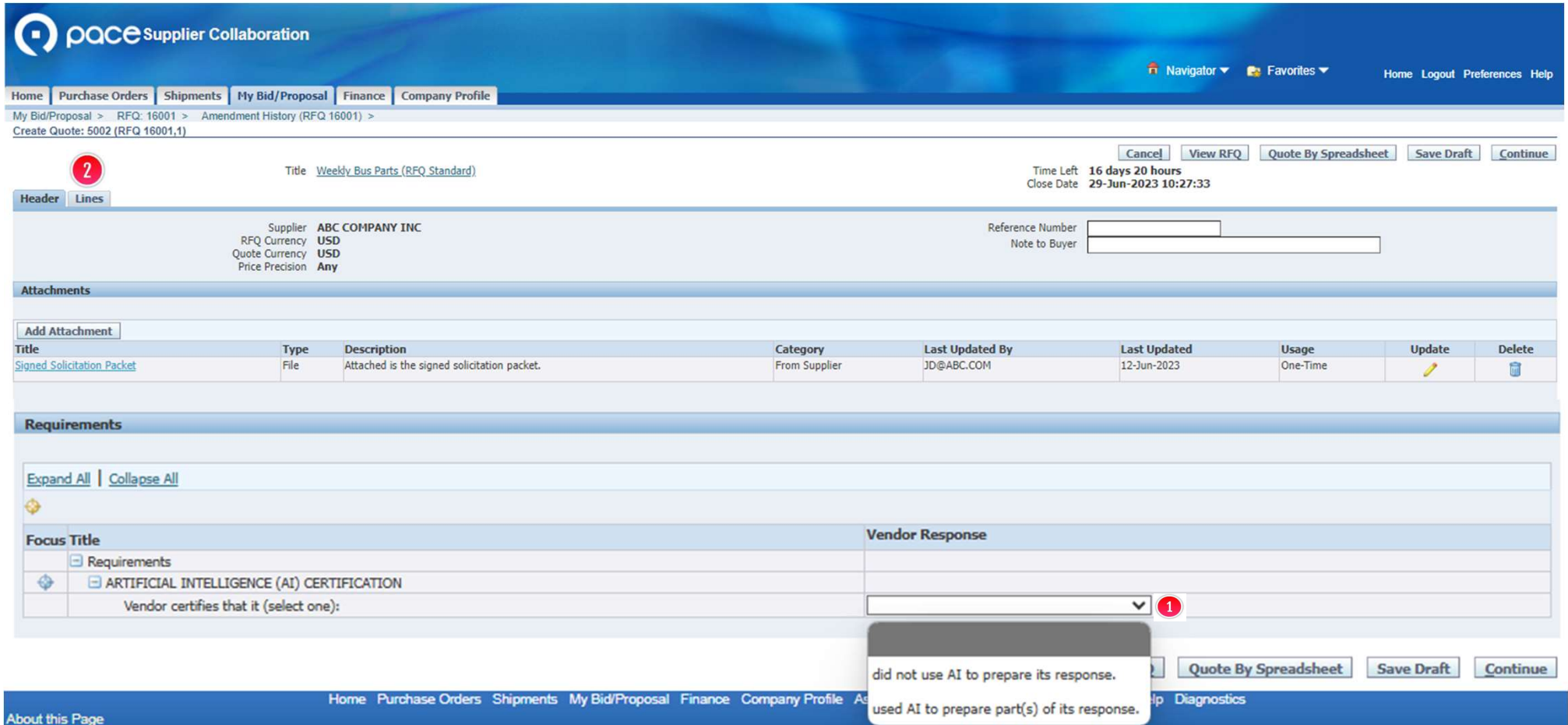
Step 7

The Acknowledge Amendment page will appear. You must click this box **1** and then click Acknowledge **2** in either location.



Step 8

The Confirmation page will appear. If you previously submitted a response to the solicitation and click No **1**, your response will not be considered for contract award. Otherwise, if you want to resubmit your response, click Yes **2** and proceed to Step 9. Note that the example that follows shows how to resubmit a response due to an amendment to quantity. For additional assistance with resubmitting a response due to other types of amendments, contact Pace iSupplier Portal Support.



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Home Purchase Orders Shipments My Bid/Proposal Finance Company Profile

My Bid/Proposal > RFQ: 16001 > Amendment History (RFQ 16001) > Create Quote: 5002 (RFQ 16001,1)

Cancel View RFQ Quote By Spreadsheet Save Draft Continue

Time Left 16 days 20 hours
Close Date 29-Jun-2023 10:27:33

Header Lines

Supplier ABC COMPANY INC
RFQ Currency USD
Quote Currency USD
Price Precision Any

Reference Number
Note to Buyer

Attachments

Add Attachment

Title	Type	Description	Category	Last Updated By	Last Updated	Usage	Update	Delete
Signed Solicitation Packet	File	Attached is the signed solicitation packet.	From Supplier	JD@ABC.COM	12-Jun-2023	One-Time		

Requirements

Expand All Collapse All

Focus Title	Vendor Response
Requirements	
ARTIFICIAL INTELLIGENCE (AI) CERTIFICATION	
Vendor certifies that it (select one):	<input type="text"/> 1

did not use AI to prepare its response.
used AI to prepare part(s) of its response.

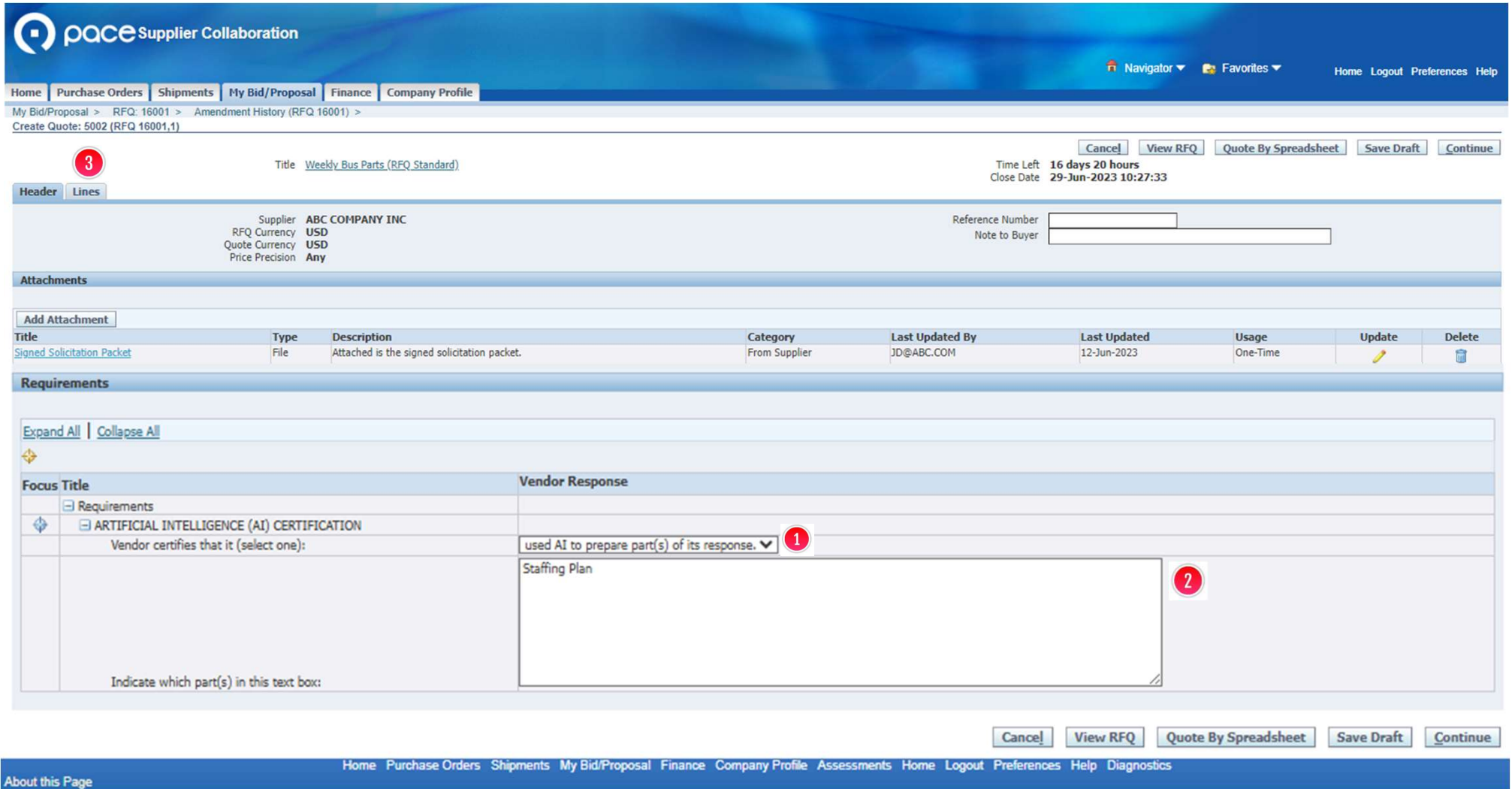
Quote By Spreadsheet Save Draft Continue

Home Purchase Orders Shipments My Bid/Proposal Finance Company Profile As Diagnostics

About this Page

Step 9

The Header tab of the Create Quote page will appear. Select whether you did not use artificial intelligence (AI) to complete your response or used AI to complete part(s) of your response from the drop-down menu 1. If you selected that you did not use AI to complete your response, click the Lines tab 2.



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Home Purchase Orders Shipments My Bid/Proposal Finance Company Profile

My Bid/Proposal > RFQ: 16001 > Amendment History (RFQ 16001) >
Create Quote: 5002 (RFQ 16001,1)

Cancel View RFQ Quote By Spreadsheet Save Draft Continue

Time Left 16 days 20 hours
Close Date 29-Jun-2023 10:27:33

Header Lines

Supplier ABC COMPANY INC
RFQ Currency USD
Quote Currency USD
Price Precision Any

Reference Number
Note to Buyer

Attachments

Add Attachment

Title	Type	Description	Category	Last Updated By	Last Updated	Usage	Update	Delete
Signed Solicitation Packet	File	Attached is the signed solicitation packet.	From Supplier	JD@ABC.COM	12-Jun-2023	One-Time		

Requirements

Expand All Collapse All

Focus Title	Vendor Response
Requirements	
ARTIFICIAL INTELLIGENCE (AI) CERTIFICATION	
Vendor certifies that it (select one):	used AI to prepare part(s) of its response. 1
Indicate which part(s) in this text box:	Staffing Plan 2

Cancel View RFQ Quote By Spreadsheet Save Draft Continue

Home Purchase Orders Shipments My Bid/Proposal Finance Company Profile Assessments Home Logout Preferences Help Diagnostics

About this Page

Step 9 (continued)

If you selected that you used AI to prepare part(s) of your response 1, indicate which part(s) 2. Click the Lines tab 3.

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Home Purchase Orders Shipments My Bid/Proposal Finance Company Profile

My Bid/Proposal > RFQ: 16001 > Amendment History (RFQ 16001) >
Create Quote: 5002 (RFQ 16001,1)

Cancel View RFQ Quote By Spreadsheet Save Draft Continue

Title Weekly Bus Parts (RFQ Standard) Time Left 16 days 20 hours
Close Date 29-Jun-2023 10:27:33

Header Lines



Line	Item	Update	Ship-To	Quote Style	Start Price	Target Price	Quote Price	Unit	Target Quantity	Quote Promised Quantity	Quote Promised Date	Note to Supplier
1	HARNNESS:SENSOR 35FT GENERATION-3 E-STROKE		Pace Southwest	Blind			103	Assembly	3	3		MGM BRAKES 8290265 ;; ELDORADO NATIONAL 20012331 ;;
2	LATE AY: ADJUSTABLE THROTTLE & BRAKE PEDAL FLOOR...		Pace Southwest	Blind			2290	Assembly	2	2		ELDORADO NATIONAL 10371096 ;; KONGSBERG AUTOMOTIVE 317880-002 ;; ELDORADO NATIONAL 20011150 ;;
3	DRUM:REAR BRAKE		Pace North Shore	Blind			600	Piece	4	4		MERITOR 85123791002 ;;

Additional information required. **FOR BUS PARTS ONLY: The approved OEM part numbers are listed under the Note to Supplier column. For each bus part, you must provide an approved OEM part number or an or equal OEM part number.**

Cancel View RFQ Quote By Spreadsheet Save Draft Continue

Home Purchase Orders Shipments My Bid/Proposal Finance Company Profile Home Logout Preferences Help

Step 10

The Lines tab of the Create Quote page will appear. The Target Quantity column **1** reflects the amended quantity. Enter the proposed dollar amount under the Quote Price column **2** and the proposed quantity under the Quote Quantity column **3**. If  appears next to a description under the Line column **4**, click the corresponding  under the Update column **5** to provide the required additional information.

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Home Purchase Orders Shipments My Bid/Proposal Finance Company Profile

Create Quote 5002: Line 1 (RFQ 16001.1) Line 2: PLATE AY: ADJUSTABLE THR... Go

FOR BUS PARTS ONLY: * The approved OEM part numbers are listed in the Note to Supplier field. For each bus part, you must provide an approved OEM part number or an or equal OEM part number. If you are providing an equal part number, then enter N/A in the Vendor Response column.
 ** The Promised Date field reflects the date by which Pace needs the bus parts. If that date does not reflect the date by which you are able to deliver the bus parts, then enter your delivery date in the Promised Date field.
 ** Final ship-to location will be provided in the Purchase Order.

Description: HARNESS:SENSOR 35FT GENERATION-3 E-STROKE
 Item: 041293
 Unit: Assembly
 Start Price: []
 Target Price: []
 Quote Price: [103]
 Target Quantity: 3
 Quote Quantity: [3]
 Note to Supplier: MGM BRAKES 8290265 ;; ELDORADO NATIONAL 20012331 ;;

Close Date: 29-Jun-2023 10:27:33
 Quote Currency: USD
 Rank: Blind
 Ship-To: Pace Southwest
 Need-By Date: 30-Jun-2023 10:27:05 to 30-Jun-2023 10:27:05
 Promised Date: 30-Jun-2023

Cancel Save Draft Apply

Pay Items

Attributes

Group	Attribute	Attribute Type	Required Response	Vendor Response
General	Enter Or Equal OEM part number	Required		MGM BRAKES 8290265 1
General	Core Price for the Item	Optional		[] <small>(Numeric Value only)</small>
General	Availability "Ex. "xx/xx/20xx", "Stock", "2 weeks"	Required		In stock 1
General	Warranty period in months	Optional		[]
General	Warranty Start	Optional		[]

Notes

Note to Buyer: []

Attachments

Add Attachment

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

Cancel Save Draft Apply

Home Purchase Orders Shipments My Bid/Proposal Finance Company Profile Home Logout Preferences Help

Step 11

Enter the additional information in the field(s) under the Vendor Response column 1 and click Apply 2 in either location.

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Home Purchase Orders Shipments My Bid/Proposal Finance Company Profile

My Bid/Proposal > RFQ: 18001 > Amendment History (RFQ 18001) > Create Quote: 5002 (RFQ 18001.1)

Cancel View RFQ Quote By Spreadsheet Save Draft Continue

Title Weekly Bus Parts (RFQ Standard) Time Left 16 days 20 hours Close Date 29-Jun-2023 10:27:33

Header Lines

Line	Item	Update	Ship-To	Quote Style	Start Price	Target Price	Quote Price	Unit	Target Quantity	Quote Quantity	Promised Date	Note to Supplier
1	HARNES:SENSOR_3SFT_GENERATION-3_E-STROKE		Pace Southwest	Blind			103	Assembly	3	3		MGM BRAKES 8290265 ;; ELDORADO NATIONAL 20012331 ;;
2	PLATE AY: ADJUSTABLE THROTTLE & BRAKE PEDAL FLOOR ...		Pace Southwest	Blind			2290	Assembly	2	2		ELDORADO NATIONAL 10371096 ;; KONGSBERG AUTOMOTIVE 317880-002 ;; ELDORADO NATIONAL 20011150 ;;
3	DRUM:REAR BRAKE		Pace North Shore	Blind			600	Piece	4	4		MERITOR 85123791002 ;;

Additional information required. **FOR BUS PARTS ONLY: The approved OEM part numbers are listed under the Note to Supplier column. For each bus part, you must provide an approved OEM part number or an equal OEM part number.**

Cancel View RFQ Quote By Spreadsheet Save Draft Continue

Home Purchase Orders Shipments My Bid/Proposal Finance Company Profile Home Logout Preferences Help

Step 12

The Lines tab of the Create Quote page will appear. When you have finished providing all the additional information required, click Continue **1** in either location.

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Home Purchase Orders Shipments My Bid/Proposal Finance Company Profile

My Bid/Proposal > RFQ 10001 > Amendment History (RFQ 10001)

Warning
Buyer has requested for you to submit a single, best quote. Multiple quotes (re-quoting) for this RFQ are not allowed.
Create Quote 5002: Review and Submit (RFQ 10001)

1 2 3 4
Cancel Back Save Draft Submit

Header

Title: Weekly Bus Parts (RFQ Standard)
Supplier: ABC COMPANY INC
RFQ Currency: USD
Quote Currency: USD
Price Precision: Any

Time Left: 16 days 20 hours
Close Date: 29-Jun-2023 10:27:33
Quote Valid Until
Reference Number
Note to Buyer

Attachments

Title	Type	Description	Category	Last Updated By	Last Updated	Usage	Update	Delete
Signed Solicitation Packet	File	Attached is the signed solicitation packet.	From Supplier	JD@ABC.COM	12-Jun-2023	One-Time		

Requirements

Show All Details | Hide All Details

Details Section

Show ARTIFICIAL INTELLIGENCE (AI) CERTIFICATION

Lines

Quote Total (USD) 7,289.00

Select Line	Ship-To	Start Price	Target Price	Quote Price (USD) Unit	Target Quantity	Quote Quantity	Line Total	Need-By Date	Promised Date
1 HARNES-SENSOR 35...	Pace Southwest			103 Assembly	3	3	309.00	30-Jun-2023 10:27:05 to 30-Jun-2023 10:27:05	30-Jun-2023 10:27:05
2 PLATE AH ADJUSTA...	Pace Southwest			2290 Assembly	2	2	4,580.00	30-Jun-2023 10:27:05 to 30-Jun-2023 10:27:05	30-Jun-2023 10:27:05
3 DRUM-REAR BRAKE	Pace North Shore			600 Piece	4	4	2,400.00	30-Jun-2023 10:27:05 to 30-Jun-2023 10:27:05	30-Jun-2023 10:27:05

Line 1: HARNES-SENSOR 35FT GENERATION-3 E-STROKE

Attributes

Group	Attribute	Attribute Type	Required Response	Vendor Response
General	Enter Or Equal OEM part number	Required		HIGH BRAKES 8290265
General	Core Price for the Item	Optional		
General	Availability "E", "O", "S", "D", "S", "2 weeks"	Required		In stock
General	Warranty period in months	Optional		
General	Warranty Start	Optional		

Notes

Note to Buyer

Attachments

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

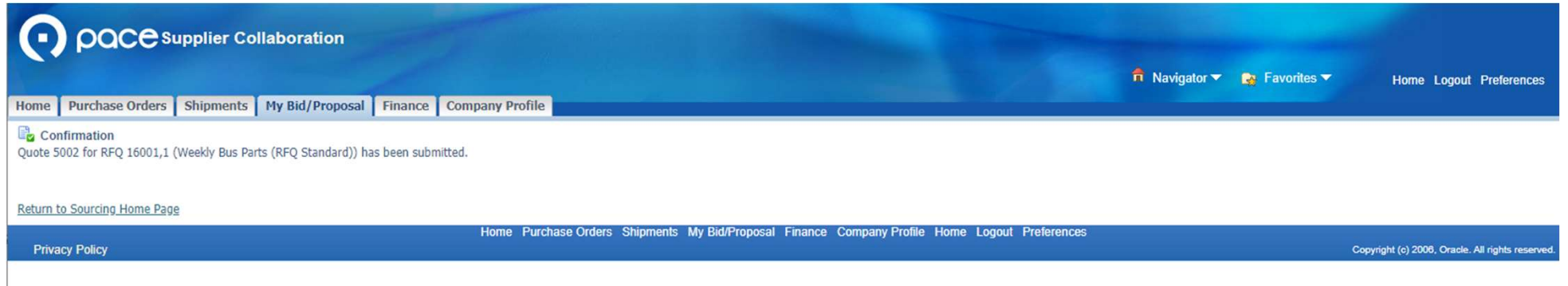
1 2 3 4
Cancel Back Save Draft Submit

Home Purchase Orders Shipments My Bid/Proposal Finance Company Profile Home Logout Preferences Help

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Step 13

The Review and Submit page will appear. You may cancel your submission by clicking Cancel **1** in either location (all information entered will be discarded), return to the previous page by clicking Back **2** in either location, or save your information and documents by clicking Save Draft **3** in either location. Click Submit **4** in either location to resubmit your response to the solicitation.



The screenshot displays the PACE Supplier Collaboration web application. At the top left is the PACE logo with the tagline "Connecting Communities". The main header area is blue and contains the text "pace Supplier Collaboration". On the right side of the header, there are navigation links: "Navigator" with a dropdown arrow, "Favorites" with a dropdown arrow, and "Home Logout Preferences". Below the header is a secondary navigation bar with tabs for "Home", "Purchase Orders", "Shipments", "My Bid/Proposal", "Finance", and "Company Profile". The main content area shows a confirmation message: "Confirmation" with a green checkmark icon, followed by the text "Quote 5002 for RFQ 16001,1 (Weekly Bus Parts (RFQ Standard)) has been submitted." Below this message is a link that says "Return to Sourcing Home Page". At the bottom of the page, there is a footer bar containing "Privacy Policy" on the left and "Copyright (c) 2008, Oracle. All rights reserved." on the right.

Step 14

The Confirmation page will appear.