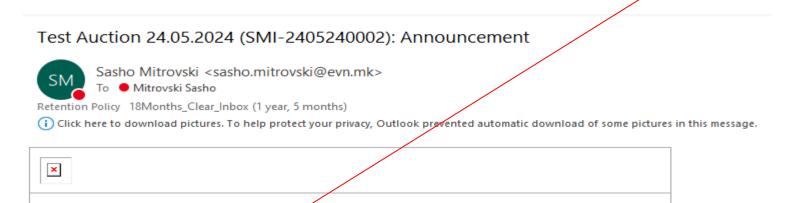
Participation in E-Auction in QAD

→ Before holding an e-auction, you should receive an e-mail as an invitation to auction. <u>The link for access the auction is provided in the email.</u> By clicking on the link, it guides you to log in (with your username and password) to the QAD profile as a Supplier and to the auction.



Dear Mr. Sasho Mitrovski,

St. Lazar Lichenoski no.11 e-mail: nabavki@evn.mk Web: www.evn.mk

Directlink to the Event: SMI-2405240002

Procrement and material management

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Kind regards,

EVN Macedonia

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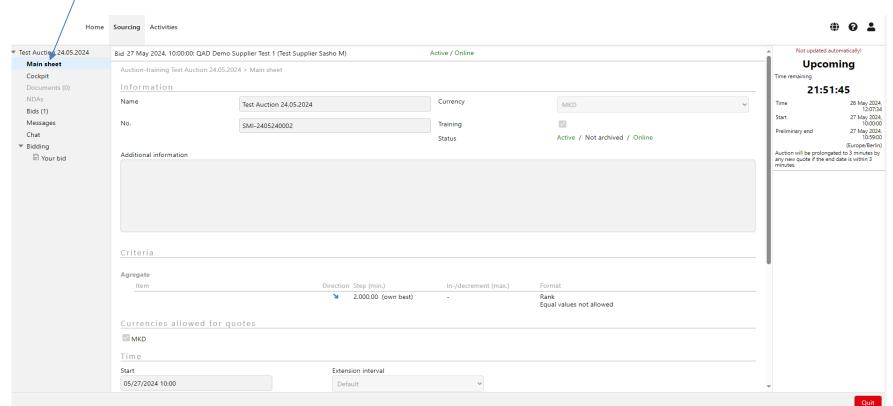
Participation in E-Auction in QAD

Access to the auction is doing by clicking on the direct link that you receive by email from QAD (described as on the previous slide). You can also access to the auction by standard logging into your profile as a Supplier and find the auction in the "Home" (current events) module. By clicking on the link, the auction itself opens, where you can see all the set criteria.



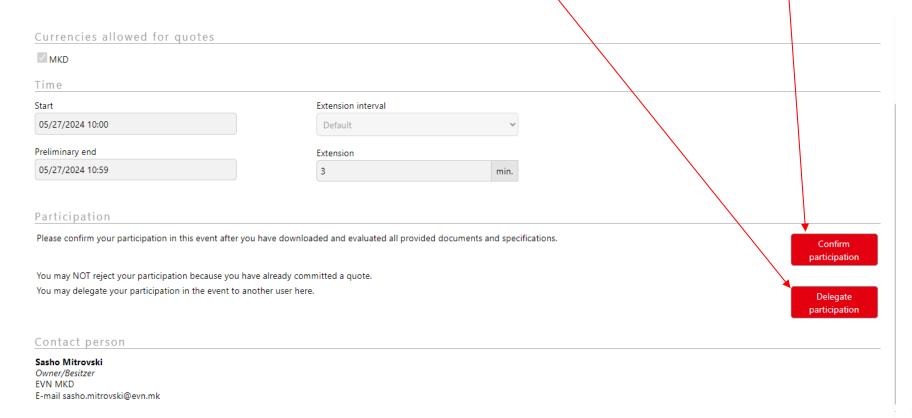
Participation in E-Auction in QAD – Main sheet

In the Main sheet you can see the basic information about the Auction (Start of the auction, the eventual planed end time, the minimum step for decreasing, extension interval in minutes when submitting a new bid (decrease), before the expiration of the auction time. (For Example: If set extension interval of 3 minutes, this would mean that in the last 3 minutes of the auction transition any student in the Auction has a new bid, the auction will continue for 3 minutes).



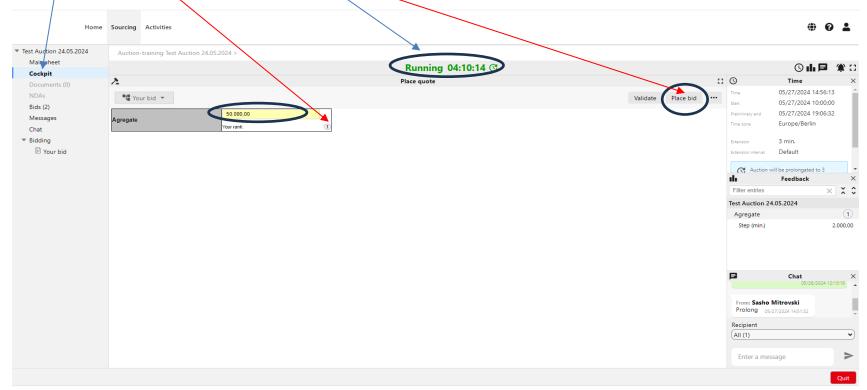
Participation in E-Auction in QAD – Main sheet

→ Also in the "Main sheet", if you want to participate in the auction, you must click on the "Confirm participation" button. If you are not in charge of the Auction as a representative of your company, you can redelegate it to your colleague by clicking on the "Delegate participation" button. At the bottom, you have the contact person from the Buyer who is in charge of conducting the auction.



Participation in E-Auction in QAD — Cockpit

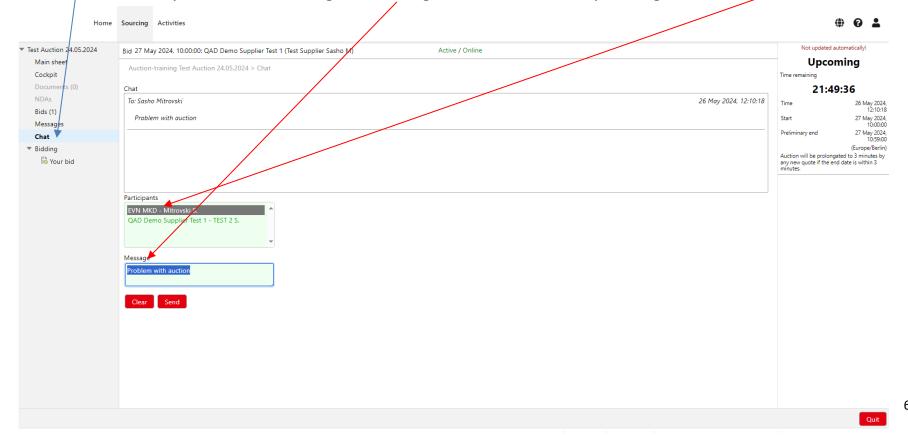
- Cockpit is where the auction is located and where your bids can negatively be decreased by you. The green message "Running" shows the remaining time of the auction. According to the step given in the "Main sheet", in the yellow rectangle you enter the price that you want to be next lower offered price and click "Place bid".
- "Your Rank" The rank of your offer is marked with a number according to the mark. For the duration of the Auction you can decrease your offer as much times as you want. If the participant does not want to change his bid, he does not enter new bids and waits for the auction to end. The number of submitted offers is unlimited.



Participation in E-Auction in QAD – Chat

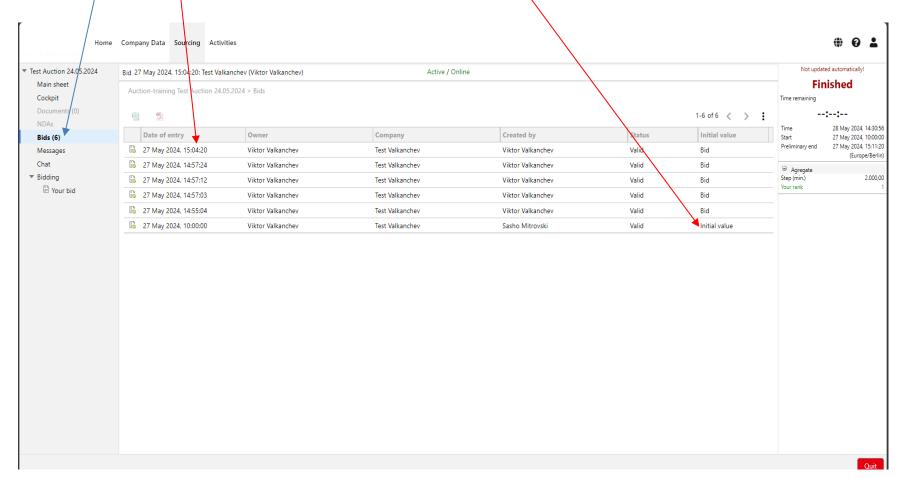
"Chat" is an option for communication between the person responsible for the auction and the participant in the auction.

"Chat" is functional and should only be used during the auction, if you have a problem or questions related to it. Sending a messages is doing as in the picture. The responsible person you should select in the "Participants" section, while you write the message in "Message" section. It is sent by clicking "Send".



Participation in E-Auction in QAD — Bids

→ In Bids you can see all your bids submitted during the auction. You can see them individually by clicking on the date and time of the individual submitted offers. "Initial Value" is your initially submitted bid, while the following are your reductions.



Completion of E-Auction in QAD

→ In "Bidding/Your Bid" you can see your <u>last and final bid</u> with which you ended the auction, after the time for it has ended. In this section you can see information about your rank at the end of the auction.

