

Accessing a quote on the Fisher Scientific Punchout site in BobcatBUY

\*Fisher Scientific account representative must first place the quote on the punchout\*

- Log in to BobcatBUY https://boss3.admsrv.ohio.edu/sciquest/index.jsp
- Click Fisher Scientific on the Preferred Suppliers



• Hover mouse pointer over 'My Account', a menu will drop down - choose 'Quotes'



• Enter your quote number into the 'Enter Fisher Quote Number:' field and click 'GO' (quote number provided by Fisher Scientific Sales rep, recent quotes also shown below 'Enter Fisher Quote Number field')

Bobcat <i>Buy</i> Punchout					Your SciQuest Session will expire in: 19:38 Reset Session	Cancel Punct	
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	quote number	reference number	date created	expire date			
	Q3179-6142-11	QUOTE-TEST-1	6/28/2013	8/30/2013	< <u>view</u> details		
	Q3072-4308-34	MARTHA	3/13/2013	8/6/2014	< <u>view</u> details		
	Q3184-6142-13	TEST-QUOTE-2	7/3/2013	9/4/2013	< <u>view</u> details		
	Q3072-4308-37	BROWN	3/13/2013	8/6/2014	< <u>view</u> details		

• Enter desired quantity into 'qty.' field and click 'Add Item(s) To Shopping Cart'

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Trademarks   Website Terms and Conditions   Sales Terms and Conditions   Local Notion Privace Failey   Thermo Failer Schröfic Inc.	
2013 Therma Fisher Scientific Jon An ing	

• Confirm cart is correct and click 'Return Cart to Purchasing Application'

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11.2 x 21.3cm)	KIMWIPE SML 4-1/2X8-1/2 Quo 280/PK	ted Price Estimated Delivery:8/2/2013							
r \$13.44		(CDC)							
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timated Delivery 8/2/2013	SHOCOVE COND PP XL Que SOPR/PK	ted Price Estimated Delivery:8/5/2013							
Add		From: CHICAGO, IL (MWD)							
			Group Total: \$97.00						
			Shopping Cart Total: \$97.00						
	Returning your cart to your purchasing application will log you out of the Fisher Scientific website.								

• One final cart review screen will appear, if order is correct click 'Submit'. You will now be taken back into Bobcat*BUY* to finalize the order

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Log Out of Fisher session	Your shopping session on the Fisher Scientific website is complete and you have successfully logged out of the site. Click the 'Submit' button to return the items in your cart to your purchasing application.									
	You will lose the items in your cart if you do not click 'Submit' or if you use the browser 'Back' button. Your entire order will be rejected :									
	- if you make modifications to any quoted item(s) in your cart - UOM, price, catalog# OR - if quoted item(s) are ordered after quote has expired									
	If you need to make changes to your shopping cart, please submit this cart and then return to the Fisher Scientific website from your purchasing application.									
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	Catalog No.: 06-666A KIMWIPE SML 4-1/2X8-1/2 280/PK	Pack of 280 for \$3.00	11 Qty	Estimated Delivery:8/5/2013 From: FLORENCE, KY (CDC)						
	Catalog No.: 19-098-926 SHOCOVR COND PP XL 50PR/PK	Pack of 50 for \$47.00	1 Qty	Estimated Delivery:8/5/2013 From: CHICAGO, IL (MWD)						
				Item Subtotal:\$47.00 Group Total: \$80.00						
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