



Submitting Price for an Agreement

Quick Reference Guide
2023/2024

Submitting Price for an Agreement



Purpose: On occasion, Redpath will send a supplier a “Blanket Purchase Agreement”. The following guide will help suppliers understand how to update pricing for those agreement.



Supplier



Supplier Portal

PA_300000005816176_204_1.pdf
34 KB

From: Alain Gauthier <Al.Gauthier@redpathmining.com>
Sent: Wednesday, August 2, 2023 12:43 PM
To: Parts TS <parts@mcktemiskamingshores.ca>
Subject: Document Blanket Purchase Agreement 201

Review the purchasing document and any files that are attached to the message.

 **REDPATH CANADA LIMITED**
Mining Contractors and Engineers

Blanket Purchase Agreement 204

Supplier Details:

Company
Contact
Address

Submit your response to:

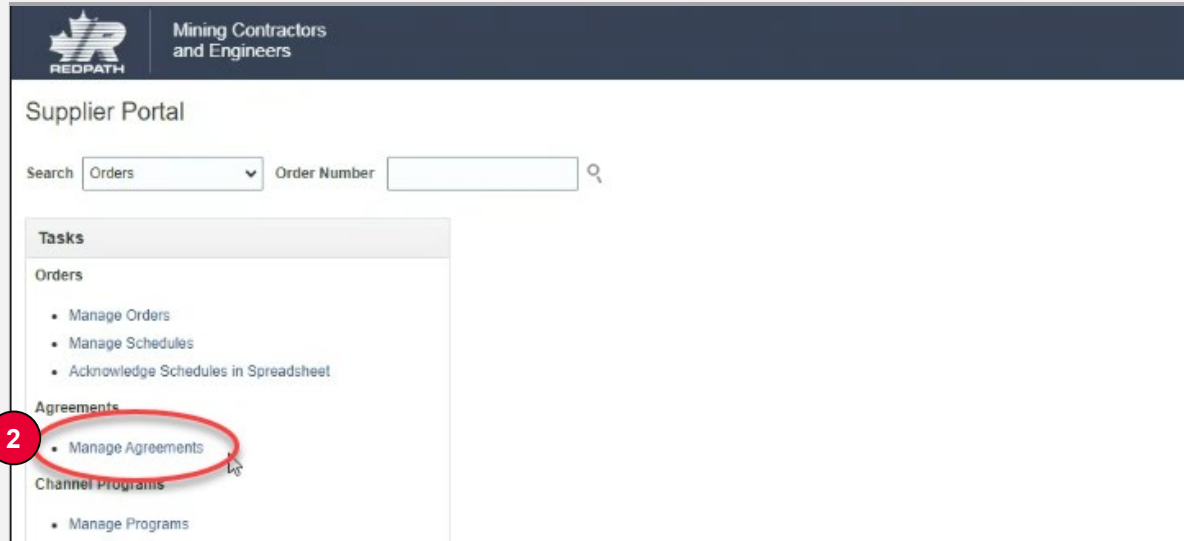
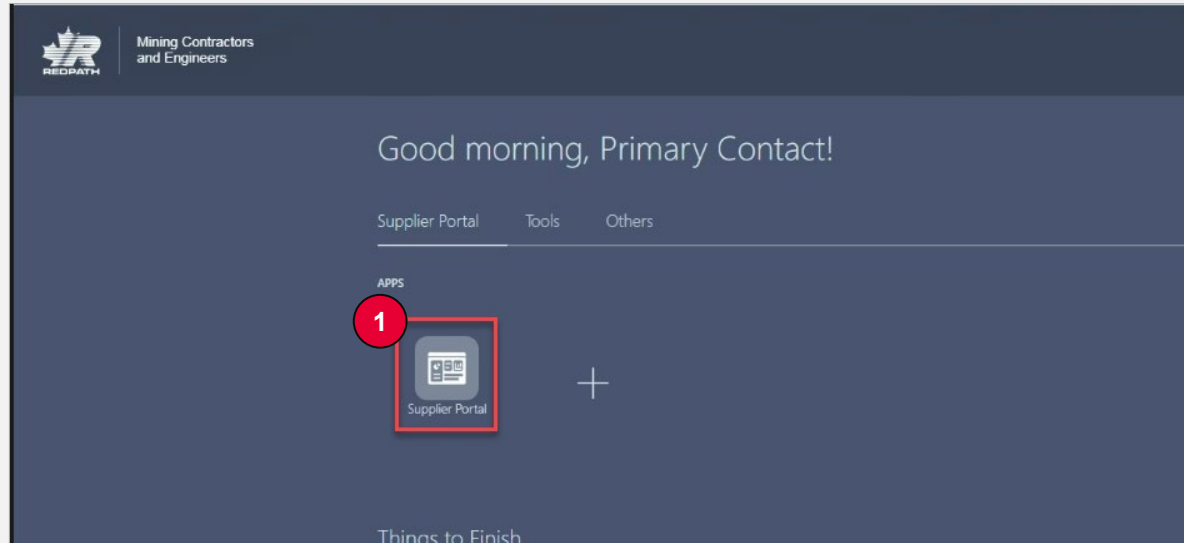
Company Redpath Canada Limited
Contact Alain Gauthier

Important: In Oracle, a ‘Blanket Purchase Agreement’ is not a purchase order. It is a price list which helps Redpath more efficiently purchase inventory. If you are receiving an agreement from Redpath, it is because we have your products in one of our inventory. To eliminate the future need for quoting, we ask that our suppliers submit a price list for these items.



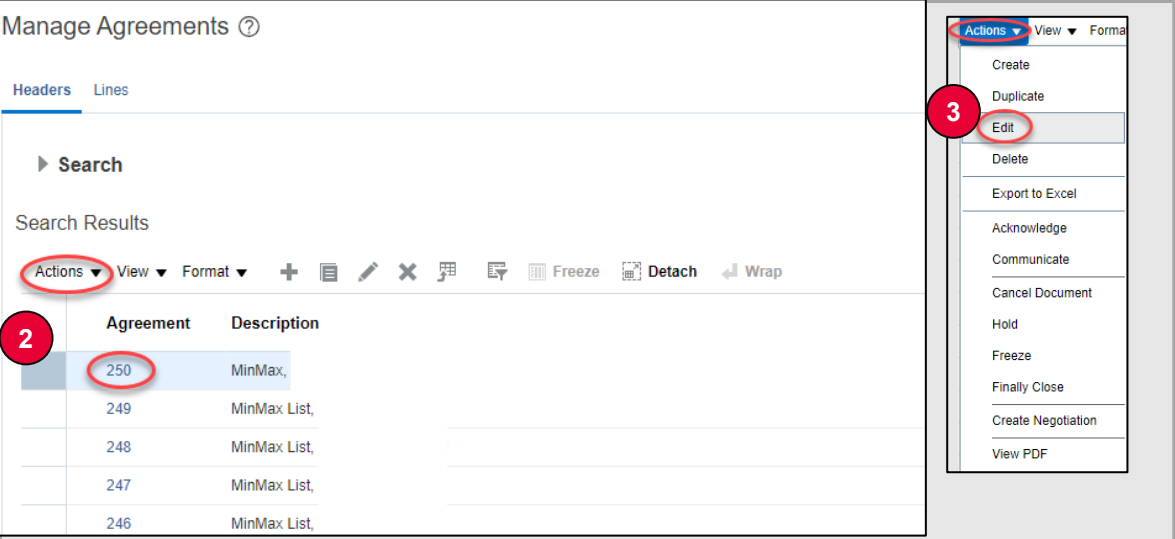
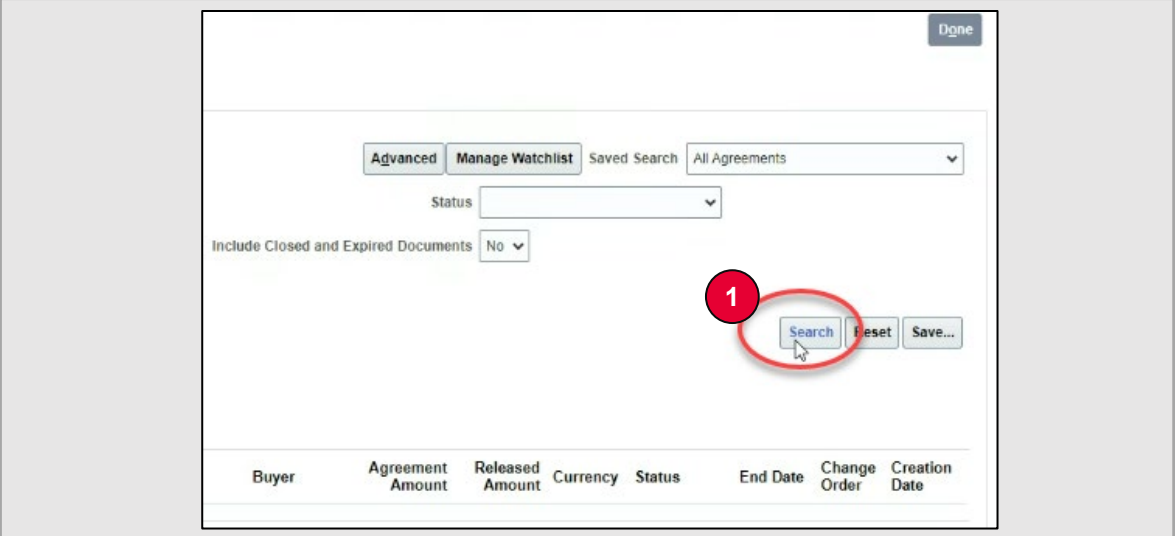
Submitting Price for an Agreement

1. Login to Portal and click on **Supplier Portal**.
2. Click on **Manage Agreements**.



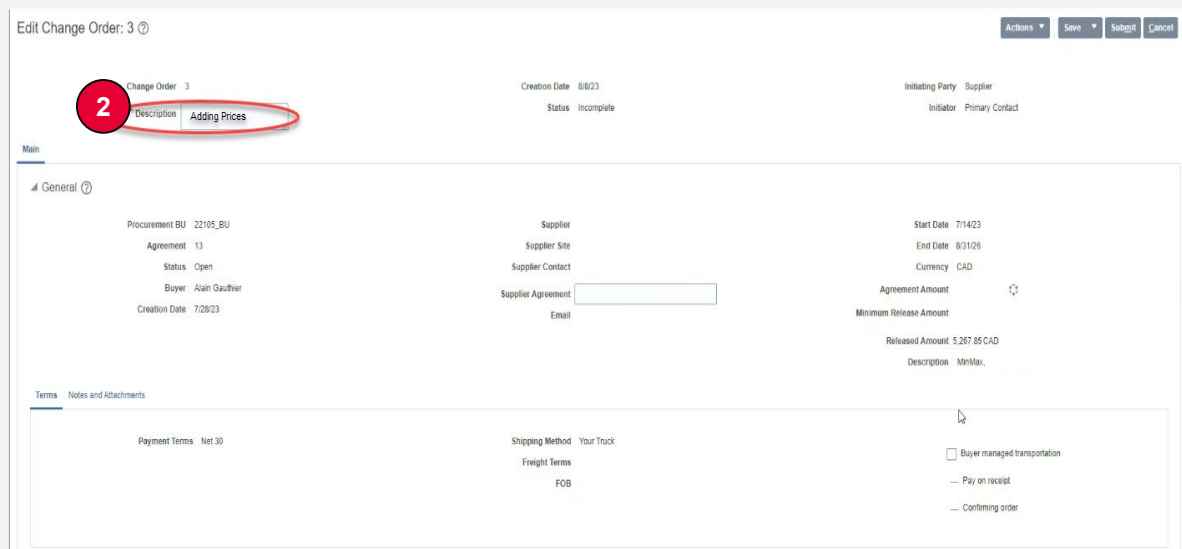
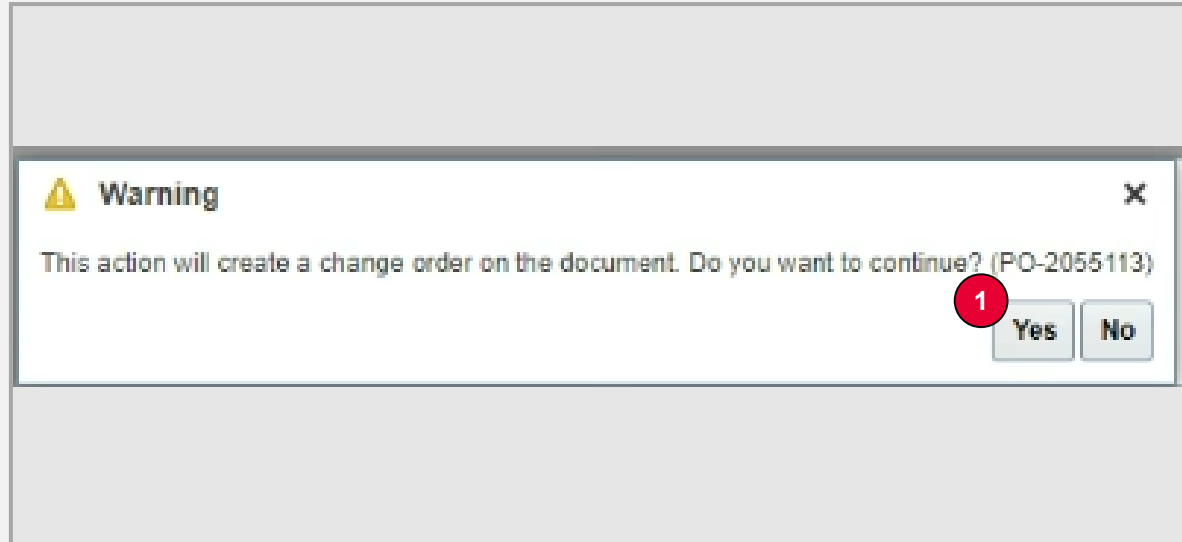
Submitting Price for an Agreement

- 1. Click on **Search**.
- 2. Select your agreement and click on **Actions**.
- 3. Click on **Edit**.



Submitting Price for an Agreement

1. A pop-up box will appear, Click on **Yes**.
2. Add the reason for the change under description.



Submitting Price for an Agreement



Submitting Price for an Agreement

Edit Change Order: 3

Actions Save **Submit** Cancel

Description

2

Terms Notes and Attachments

Payment Terms Net 30

Shipping Method Your Truck

Freight Terms FOB

Buyer managed transportation

— Pay on receipt

— Confirming order

Additional Information

Quote Number Context Prompt

Lines

Actions View Format + Freeze Detach Wrap

* Line	* Type	Edit Item	* Description	* Category Name	UOM	* Price	Expiration Date	Change Reason
1	Goods	RP005550		Personal Protective	Each	0.01	Ready	
2	Goods	RP006600		Safety Signs, Notice	Each	0.01		
3	Goods	RP006602		Safety Signs, Notice	Each	0.01		
4	Goods	RP006618		Personal Protective	Each	0.01		
5	Goods	RP006746		Personal Protective	Pair	0.01		
6	Goods	RP006747		Personal Protective	Pair	0.01		
7	Goods	RP007046		Personal Protective	Each	0.01		
8	Goods	RP007049		Personal Protective	Each	0.01		
9	Goods	RP019640		Hand Held/Shop To	Each	0.01		
10	Goods	RP019641		Hand Held/Shop To	Each	0.01		

1

- 1. Select the line you want to add pricing to and enter in your price.
- 2. Click on **Submit**.

