



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

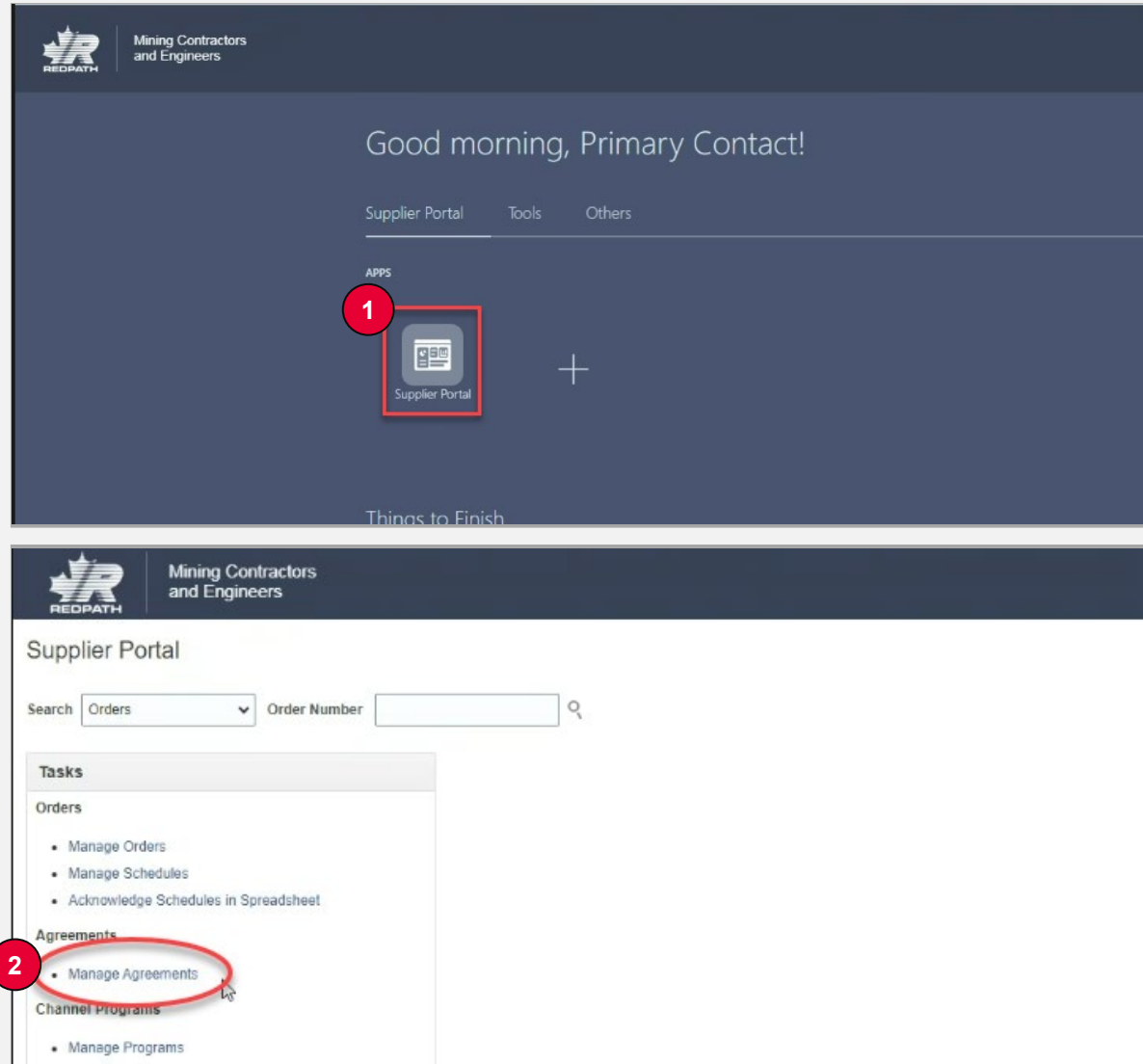
Submit your response to:

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.

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



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

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



Warning

×

This action will create a change order on the document. Do you want to continue? (PO-2055113)

1

Yes

No

Edit Change Order: 3

Actions Save Submit Cancel

Change Order: 3

Creation Date: 6/8/23

Status: Incomplete

Initiating Party: Supplier

Initiator: Primary Contact

2

Description

Adding Prices

Main

General

Procurement BU: 22105_BU

Agreement: 13

Status: Open

Buyer: Alain Gauthier

Creation Date: 7/28/23

Supplier

Supplier Site

Supplier Contact

Supplier Agreement

Email

Start Date: 7/14/23

End Date: 8/31/26

Currency: CAD

Agreement Amount

Minimum Release Amount

Released Amount: 5,267.85 CAD

Description: MenMan

Terms

Notes and Attachments

Payment Terms: Net 30

Shipping Method: Your Truck

Freight Terms: FOB

☐ Buyer managed transportation

☐ Pay on receipt

☐ Confirming order



Submitting Price for an Agreement

Edit Change Order: 3

Actions
Save
Submit
Cancel

Description

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

* Line	* Type	Edit Item	* Description	* Category Name	UOM	* Price	Expiration Date	Change Reason
1	Goods	RP005550		Personal Protective	Each	0.01	dd/yyyy	
2	Goods	RP005600		Safety Signs, Notice	Each	0.01		
3	Goods	RP005602		Safety Signs, Notice	Each	0.01		
4	Goods	RP005618		Personal Protective	Each	0.01		
5	Goods	RP005746		Personal Protective	Pair	0.01		
6	Goods	RP005747		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. Select the line you want to add pricing to and enter in your price.
2. Click on **Submit**.

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