

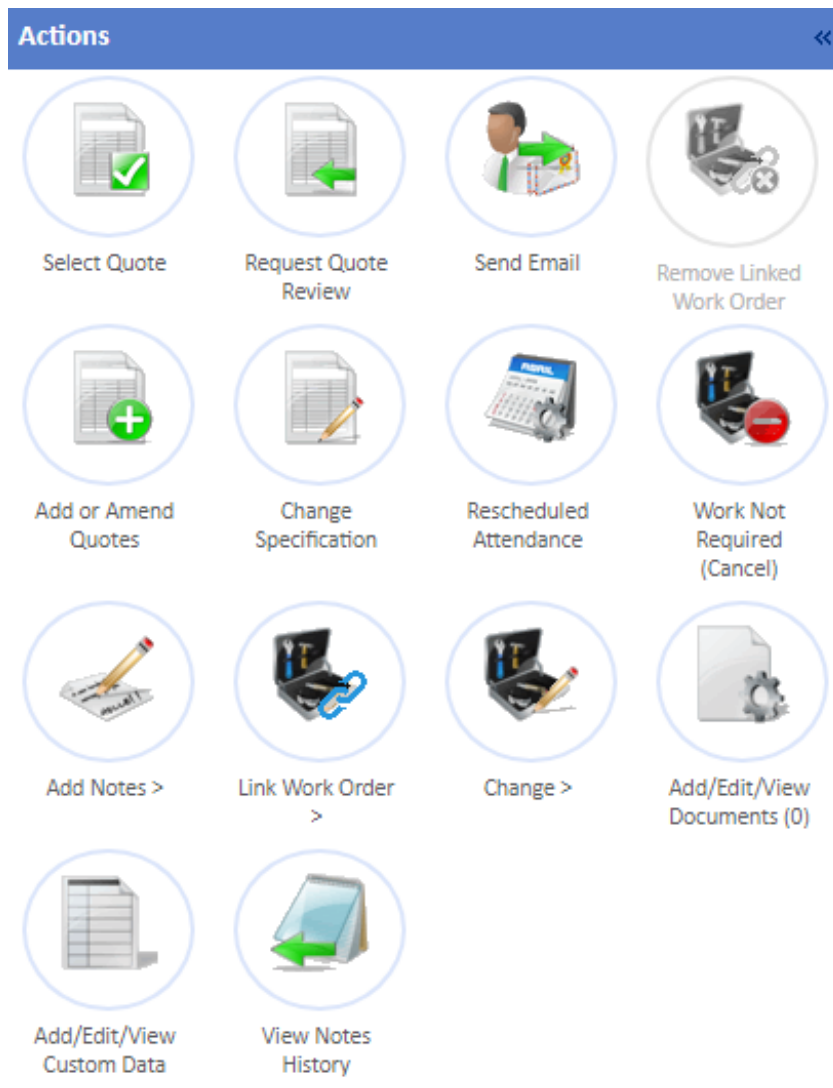
Selecting and Deselecting Quotes

Fri, Jan 19, 2024 Job Detail Actions

Select Quote

Once a Resource has provided a Quote Request, the Client then needs to select the correct Quote for the job. This is done using the "Select Quote" button.



1. On the Job Detail screen, select the "Select Quote" button to display the Select Quote page.



2. On this screen, each Quote Request that was provided is shown from the lowest price on the left to the highest price on the right. The full details of each Quote are shown including who provided the Quote and the value of the Quote. If there are areas where not all the information can be displayed, click the "View Full Details..." button to see all this information on a different page. If there are any documents attached to the Quote Request, clicking "View Document(s)..." will allow the User view this documentation.

Select Quote

Roof continually leaking into light fittings and carpets internally. Quote request put on after discussing with Gemma Nicholson

| | |
|--|--|
| Resource Name Spie Facilities Ltd - (Building Works) Requested date 02/03/2020 Received date 30/04/2020 Quote Creator Dave Smith Creator Telephone 01234567890 Creator Email dave.smith@resource.com Work to be Undertaken Roof to be replaced Quote Reference 123ABC Impact No Impact Replacing the item? N/A Valid for (days) 10 Lead time (days) 10  Total Labour Cost 320.00 View Breakdown Total Parts/Equipment Cost 500.00 View Breakdown Total Misc Cost 0.00 Total Plant Cost 0.00 Total Cost <u>820.00</u> Notes View Document(s)... currently 0 document(s) Select Quote | Resource Name FME Property Solutions Ltd Requested date 02/03/2020 Received date 30/04/2020 Quote Creator Bob Ross Creator Telephone 09876543210 Creator Email bob.ross@resource.com Work to be Undertaken Roof to be replaced Quote Reference ABC123 Impact No Impact Replacing the item? N/A Valid for (days) 10 Lead time (days) 10  Total Labour Cost 273.50 View Breakdown Total Parts/Equipment Cost 1,000.00 View Breakdown Total Misc Cost 0.00 Total Plant Cost 0.00 Total Cost <u>1,273.50</u> Notes View Document(s)... currently 0 document(s) Select Quote |
|--|--|

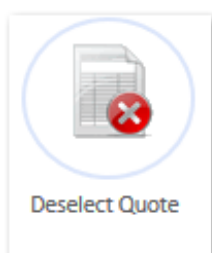
[Return to job without saving](#)

Once the details have been checked and a Quote Request has been chosen, click "Select Quote" under the desired Quote Request to progress the job.

Deselect Quote

If a Quote was selected previously but is no longer desired, the User may want to deselect the Quote. This is done using the "Deselect Quote" button.

1. On the Job Detail screen, select the "Deselect Quote" button to display the Deselect Quote page.




2. This screen will show the Quote that was selected. Clicking "Yes" will deselect the Quote move the job back into Status 0.15 - Pending Quote Selection. Clicking "No" will close the screen without any change being made.

Deselect Quote ✕

Are you sure you want to de-select the quote from 'Spie Facilities Ltd - (Building Works)'?

Yes

No



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