



Responding to a Best and Final Offer (BAFO) Request

When a Customer has requested a Best and Final Offer, you will have the opportunity to submit a new price. You will receive notification by email if the customer requests this. Alternatively you can log in and find the relevant ITT on your dashboard.

ITT Title	Buyer Organisation	ITT Closing Date/Time	Response Status
LB demo test ITT	Bloom	18/06/2019 15:00	Best and Final Offer Required

Once in the ITT you will be redirected to “my response” Scroll down to the Commercial envelope and click “edit response” This page will give you the option to change your pricing.

Once completed you can save your new response, press Submit Best and Final offer. This will be sent to the approver. If you don't wish to change your pricing, just select Submit Best and Final Offer and this will also send to the approver.

ITT: itt_340 - LB demo test ITT Best and Final Offers

Item Code	Description	Item Remarks	Unit of Measurement	Quantity	Unit Price	Price
3.3.1	* Payment Schedule 1	Please enter the fixed price to be paid for delivery of the specified outcome and enter the date receipt of service delivery for this payment is expected in format dd/mm/yy in the comments field	Each	1	9,000	27/06/2019
						14/07/2019
Section Sub Total						18,000
Total Price (excluding optional sections)						18,000

ITT: itt_340 - LB demo test ITT Best and Final Offers Required

Project: project_317 - LB Demo test 2
Closing Date: 18/06/2019 15:00:00
Response Last Submitted On: 18/06/2019 13:16:33

Edit Mode

Submit Best and Final Offer
Undo All Changes

My Response Summary

1.	Qualification Response	All questions answered	
2.	Technical Response	All questions answered	
3.	Commercial Response	All quoted items completed	18,000

Rank-Current result