
Sourcing Director – Supplier Guide

rev. May 2017

Already registered? Click [here](#) to login to the MIT Lincoln Laboratory Supplier Portal.





Contents

I. How to Register as a New Supplier

- a. Account Creation
- b. Registration Profile
- c. Supplier Portal Navigation
- d. Searching Events

II. How to Bid on a Reverse Auction

- a. Submit Response
- b. Submit Bids * *NOTE: Must complete “a. Submit Response” before “b. Submit Bids”*
- c. Ask a Question
- d. Monitor an Auction

Additional questions regarding the **registration or bidding process** should be directed to sourcing@ll.mit.edu.

Event-specific questions should be directed to the Contract Specialist. See [Ask a Question](#).

For **technical or system issues**, contact [Jaggaer Supplier Support](#) at 1-800-233-1121 (option 2) or submit a [Jaggaer Supplier Support Request](#).



I. How to Register as a New Supplier

a. Account Creation

You've been invited to participate in "Registration Event"

Dear Sales Rep,

You have been invited to participate in the following Auction.

Event Number: 10857015

Event Title: Registration Event

Event Open Date: 3/27/2017 at 12:00:00 AM EDT

Event Close Date: 3/27/2017 at 12:00:00 PM EDT

Issuing Company: MIT Lincoln Laboratory

Please click the link to view the sourcing event

For first time users, when you click the link above you will be taken through a registration process. This is a process that will allow you to create an account and then gain access to view the event.



Supplier Invitation for MIT Lincoln Laboratory

Dear Supplier,

MIT Lincoln Laboratory is migrating to a new platform for reverse auctions hosted by Jaggaer (formerly SciQuest) of Morrisville, NC and has invited you to register as a supplier. To ensure your inclusion in all applicable reverse auctions, please complete the registration process as soon as possible.

Becoming a MIT Lincoln Laboratory network supplier is free, easy and only takes a few minutes. Clicking the "Register Now" button below will route you to a secure portal where you can create an account. Upon successful creation of your account, please complete your Registration Profile.

The [Supplier Onboarding / Reverse Auction Guide](#) details each step in the registration process, and includes some guidance for navigating the MIT Lincoln Laboratory Supplier Portal. It also provides instructions on how to respond to reverse auctions.

Register Now

Thank You,

MIT Lincoln Laboratory

If you have any questions regarding the registration process, please contact MIT/LL Supplier Support at sourcing@ll.mit.edu.

1. Click the link in your email invitation (your invitation will be similar to the examples provided here).

← PREV. NEXT →
BACK TO CONTENTS ↶



I. How to Register as a New Supplier

a. Account Creation

LINCOLN LABORATORY
MASSACHUSETTS INSTITUTE OF TECHNOLOGY

SUPPLIER PORTAL

Registration Checklist
Registration FAQ

Welcome to Supplier Registration

The following information will be requested during the account creation process:

- Legal Company Name
- Dun and Bradstreet (DUNS) Number
- Federal Tax ID
- Sales Representative Contact Information

After creating your account, you will also be required to provide additional information for your Registration Profile.

[Continue with Registration](#)

2. After reviewing the **Registration Checklist**, click **Continue with Registration**.

← PREV. NEXT →
BACK TO CONTENTS ↶



I. How to Register as a New Supplier

a. Account Creation

LINCOLN LABORATORY
MASSACHUSETTS INSTITUTE OF TECHNOLOGY
SUPPLIER PORTAL

Create Account

Make sure to complete all fields. This information will be used to determine if another person in your organization has already registered.

INDIVIDUALS/SOLE PROPRIETORS: Do not enter a personal Social Security number in the Tax ID field. You will be asked to provide your SSN directly to MIT/LL by phone after you've been selected for an award. Please leave the Tax ID field blank.

What company are you with? --- Or enter your name, if registering as an individual.

Legal Company Name *

Tax ID Number Type

Tax Id

DUNS Number

Your Contact Info

First Name *

Last Name *

Title

Phone Number * ext.
For international numbers, begin the number with +

Your Login

Email *

Confirm Email *

Create Password *

Confirm Password *

Security Information

Select your Security Question and enter an answer. This information will be used in the future if you forget your password.

Question *

Select the Security Check shown below.

Security Check

I'm not a robot 

reCAPTCHA
Privacy - Terms

★ Required to Create Account

INDIVIDUALS/ SOLE PROPRIETORS:
Do **not** enter a personal Social Security number in the **Tax ID** field. You will be asked to provide your SSN directly to MIT/LL by phone after you've been selected for an award. Please leave the **Tax ID** field blank.

3. You will be brought to an account creation form. **Make sure to complete all fields.**

- This information will be used to determine if another person in your company has already registered.

4. Click **Create Account**.

Note: If the system identifies an existing account with a Primary Contact that is no longer employed by your organization, please contact [Jaggaer Supplier Support](#) at 1-800-233-1121 (option 2) or submit a [Jaggaer Supplier Support Request](#).

← PREV. NEXT →
BACK TO CONTENTS ↶



I. How to Register as a New Supplier

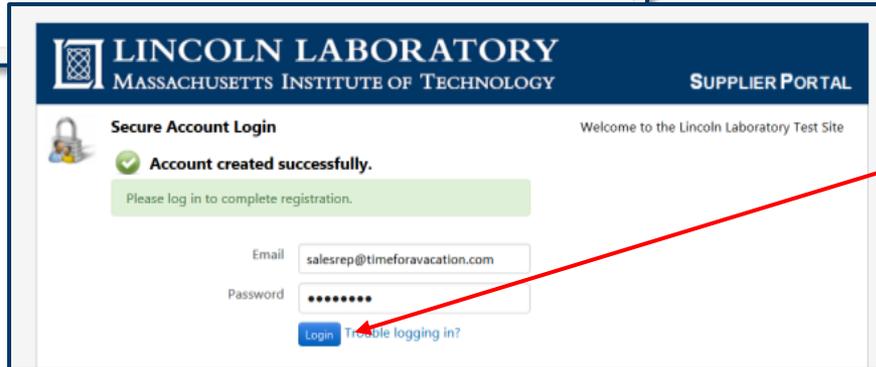
a. Account Creation



5. You will receive a system-generated email with a link to confirm your email address. Click **Complete Registration Now**.



6. The system will validate your email address. Click **Submit** to proceed to the **Login** page.



7. The system will create your account. Enter your *password* and click **Login**.

← PREV. NEXT →
BACK TO CONTENTS ↶



I. How to Register as a New Supplier

b. Registration Profile

Welcome to the Lincoln Laboratory Supplier Portal.

Customer Contact

Name	Bobby
Title	Tester
Email	nobody@jaggaer.com
Phone	+1 (919) 555-5555

Quick Links to Common Tasks

[Manage Registration Profile](#)

Sourcing Events

Show:

No Results

Events	Released	Open	Closed	Awarded	All
My Events	0	0	6	3	9
Public Events	0	0	2	0	2
Auction Events	0	0	6	3	9

[View All Events](#)

Create Invoice / Credit Memo

Type: Invoice Credit Memo

Invoice No.

Invoice Date:

8. Once logged in, click **Manage Registration Profile** to complete the registration process.

← PREV. NEXT →
BACK TO CONTENTS ↶



I. How to Register as a New Supplier

b. Registration Profile

✓ A green checkmark denotes a completed step.

? Question marks indicate fields with help text.

The screenshot shows the 'Business Details' section of a registration profile. The left sidebar indicates '1 of 4 Steps Complete' and lists sections: Welcome, Company Overview, Business Details (with a green checkmark), Addresses, Contacts, and Certify & Submit. The main content area includes:

- Business Details:** Year Established (calendar icon), Number of Employees (input field).
- Products and Services:** NAICS Codes * (with a question mark icon and 'No Primary NAICS Code Selected'), Commodity Codes * (with a question mark icon), and Additional Product/Service Information (text area, 700 characters remaining).
- Classifications:** (input field with question mark icon).
- Navigation: < Previous, Next >

9. Fill out all required fields in your **Registration Profile**. Click **Next** to advance to each step.

ADDRESSES
You will be prompted to enter a contact for your order fulfillment address. You may select multiple applicable "contact types" for this contact, but note that these values **cannot be changed** once saved. You must provide one contact that is responsible for both **order fulfillment** and **sales**, or two contacts that individually fill each role.

★ Starred fields are required.

← PREV. NEXT →
BACK TO CONTENTS ↶



I. How to Register as a New Supplier

b. Registration Profile

LINCOLN LABORATORY
MASSACHUSETTS INSTITUTE OF TECHNOLOGY

Registration > Manage Registration Profile > Certify & Submit

Third Vacation, Inc.

Registration **In Progress** for:
Massachusetts Institute of Technology

4 of 4 Steps Complete

Welcome

Company Overview ✓

Business Details ✓

Addresses ✓

Contacts ✓

Certify & Submit

Registration FAQ | View History

Certify & Submit

Please type your initials in the box below acknowledging that you are a company official and that all information is correct. It is the Supplier's responsibility to ensure company information is accurate and that company information is kept current. Inaccurate company information may result in payment delays.

Additionally, by submitting this registration, you certify all information provided is true and accurate. Knowingly providing false information may result in disqualifying you or your company from doing business with us.

Preparer's Name *

Preparer's Email Address *

Today's Date 3/30/2017

Certification * I certify that all information provided is true and accurate.

★ Required to Complete Registration

10. After you've completed all steps, **Certify & Submit** your profile.
- You will now be available as a supplier for sourcing events.

All steps complete

← PREV. NEXT →
BACK TO CONTENTS ↶



I. How to Register as a New Supplier

c. Supplier Portal Navigation

The home icon will bring you back to this page.

You can manage your registration profile at any time.

Hover over the sourcing icon to search for events.

You can use the dropdown to filter by event status.

Click the arrow at the bottom of the left-hand navigation pane to see help text for each icon.

This section provides a count, by status, of all of the events you've been invited to and/or awarded.

LINCOLN LABORATORY
MASSACHUSETTS INSTITUTE OF TECHNOLOGY

Home > Customer Portal Home > Home - Time for a Vacation, Inc.

Welcome into the Lincoln Laboratory Supplier Portal.

Customer Contact

Name Bobby
Title Tester
Email nobody@jaggaer.com
Phone +1 (919) 555-5555

Quick Links to Common Tasks

[Manage Registration Profile](#)

Sourcing Events

Show [Go to Public Opportunities](#)

No Results

Events	Released	Open	Closed	Awarded	All
My Events	0	0	3	2	5
Public Events	0	1	1	0	2
Auction Events	0	0	3	2	5

[View All Events](#)

Create Invoice / Credit Memo

Type Invoice Credit Memo

Invoice No.



I. How to Register as a New Supplier

d. Searching Events

The home icon will bring you back to the home page.

Hover over the sourcing icon to search for events.

You can search based on your Intent to Bid or Response Status.

Enter search criteria and click Search.

The screenshot shows the Lincoln Laboratory Sourcing Events search interface. The page title is "LINCOLN LABORATORY MASSACHUSETTS INSTITUTE OF TECHNOLOGY". The breadcrumb trail is "Sourcing > Sourcing Events > Search Events > Search Events". The search form includes sections for Sourcing Event Identification, Sourcing Event Information, Sourcing Event Status, Intent To Bid, Response Status, Bid Strategy, and Auctions. A search button is located at the bottom right of the form.

← PREV. NEXT →
BACK TO CONTENTS ↶



II. How to Bid on a Reverse Auction

a. Submit Response

You've been invited to participate in "Auction - SuperMicro Ultra SuperServer 2028U-TN24R"

Dear Sales Rep,

You have been invited to participate in the following Auction.

Event Number: 10857019
Event Title: SuperMicro Ultra SuperServer 2028U-TN24R
Event Open Date: 4/6/2017 at 12:00:00 AM EDT
Event Close Date: 4/6/2017 at 10:00:00 AM EDT
Issuing Company: Massachusetts Institute of Technology

Please click the link to view the sourcing event

For first time users, when you click the link above you will be taken through a registration process. This is a process that will allow you to create an account and then gain access to view the event.

1. You will receive an email invitation to bid. Click the link in this email.
 - **If you haven't already registered**, you will be asked to do so before viewing the event. See [How to Register as a New Supplier](#).

Secure Account Login

Welcome to the Lincoln Laboratory Test Site

Please login to view the sourcing event.

Email: salesrep@timeforavacation.com

Password:

Login Trouble logging in?

2. You will be prompted to log in to the MIT/LL Supplier Portal. Enter your *email* and *password*. Click **Login**.



II. How to Bid on a Reverse Auction

a. Submit Response

Lincoln Laboratory
MASSACHUSETTS INSTITUTE OF TECHNOLOGY

Sourcing > Sourcing Events > Search Events > Summary

Open This event closes in **less than 3 hour(s)** on 3/27/2017 at 12:00:00 PM EDT. [Event Schedule](#) [Questions & Answers for this Event](#)

Auction phase starts on 3/27/2017 at 9:46 AM EDT and ends at 3/27/2017 12:00 PM EDT

Supermicro Ultra SuperServer 2028U-TN24R
10857016

Event Details

Response Status: **Not Started**
Intent To Bid: **Not Set**
Bid Total: **0.00 USD**

Summary

Prerequisites
Supplier Attachments
Items
Review & Submit
My Exports and Imports

Summary [History](#) [?](#)

Prerequisites Required to View Event
- You must complete the mandatory prerequisites before you can view all the details of this event. [Proceed to Prerequisites >](#)

Event Title	Supermicro Ultra SuperServer 2028U-TN24R	Time Zone	EDT/EST - Eastern Standard Time (US/Eastern)
Event Type	Auction	Event Open Date	3/27/2017 12:00 AM EDT
Event Number	10857016	Auction Start Date	3/27/2017 9:46 AM EDT
Stage Title	-	Auction End Date	3/27/2017 12:00 PM EDT
Currency	USD	Event Close Date	3/27/2017 12:00 PM EDT
Payment Terms	2% 10, Net 30	Question Submission Close Date	3/27/2017 12:00 PM EDT

Contacts
If you need more information on this event, please contact:

3. You will be brought to an event summary page. You must complete some prerequisites before viewing the auction. Click **Proceed to Prerequisites**.

Note the Auction Start and End Dates.

← PREV. NEXT →
BACK TO CONTENTS ↶



II. How to Bid on a Reverse Auction

a. Submit Response

Some prerequisites are required to view the event.

4. Download and review any prerequisites highlighted in yellow. After reviewing, click the checkbox next to / certify...

5. Click **Save Progress**.

6. Click **Items** in the left-hand navigation pane to view the details of the auction.

Note: You may need to review and agree to some additional prerequisites prior to entering a bid, but **only if you intend to bid (next step)**.

← PREV. NEXT →
BACK TO CONTENTS ↶



II. How to Bid on a Reverse Auction

a. Submit Response

LINCOLN LABORATORY
MASSACHUSETTS INSTITUTE OF TECHNOLOGY

Sourcing > Sourcing Events > Search Events > Items

Open This event closes in **less than 3 hour(s)** on 3/27/2017 at 12:00:00 PM EDT. Event Schedule
Auction phase starts on 3/27/2017 at 9:46 AM EDT and ends at 3/27/2017 12:00 PM EDT

Supermicro Ultra SuperServer 2028U-TN24R
10857016

Event Details

Response Status: **Not Started**
Intent To Bid: **Not Set**
Bid Total: **0.00 USD**

Summary
Prerequisites
Supplier Attachments
Items
Review & Submit
Q & A Board
My Exports and Imports

Items

Please provide the price per unit and an estimated delivery date. The total price will be calculated when progress is saved. Additional information can be expressed to the buyer in the comments for each item.

Unit Prices will be captured during the Event's auction phase.

⚠ Intent to Bid Not Set
- You must set your Intent to Bid to "Yes" to respond to this event.

Product Line Items (1)

Go To: All Groups

#	Item Name, Description, Etc	Qty	UOM	Requested Delivery	Unit Price (USD)	Total Price (USD)	Estimated Delivery
P1.1	Supermicro Ultra SuperServer 2028U-TN24R View Details	1	Lot	20 days after award		-	days after award

Comment:
1000 characters remaining

Purchase Description: Brand Name Only (Exact Match)

Other Requirements

Total Price (USD) **0.00**

Total for Product Items **0.00 USD**
Total for Service Items **0.00 USD**
Grand Total for Bid **0.00 USD**

[Previous](#) [Next](#)

7. Click **View Details** to view the item details for the auction. Also note the **Requested Delivery** and any other applicable requirements.

8. Set your bid response by clicking either **Yes I Intend to Bid** or **No Bid**.

- If **Yes I Intend to Bid**, proceed to step 9.
- If **No Bid**, no further action is required on your part. You may exit the portal.

← PREV. NEXT →
BACK TO CONTENTS ↶



II. How to Bid on a Reverse Auction

a. Submit Response

LINCOLN LABORATORY
MASSACHUSETTS INSTITUTE OF TECHNOLOGY

Sourcing > Sourcing Events > Search Events > Items

Open This event closes in **less than 3 hour(s)** on 3/27/2017 at 12:00:00 PM EDT. [Event Schedule](#) [Questions & Answers for this Event](#)
Auction phase in progress. Auction ends 3/27/2017 12:00 PM EDT

Supermicro Ultra SuperServer 2028U-TN24R
10857016

Event Details

Response Status: **Not Started**
Intent To Bid: **Yes**
Bid Total: **0.00 USD**

Summary
Prerequisites
Supplier Attachments
Items
Review & Submit
Q & A Board
My Exports and Imports

Items [Event Actions](#) [History](#) ?

Please provide the price per unit and an estimated delivery date. The total price will be calculated when progress is saved. Additional information can be expressed to the buyer in the comments for each item.

Unit Prices will be captured during the Event's auction phase.

⚠ Prerequisites Required to Enter Bid
- You must complete prerequisites before you may enter your bid.

[Go to Prerequisites >](#)

Product Line Items (1)

Go To:

Group P1 (1 - 1 of 1 items)

#	Item Name, Description, Etc	Qty	UOM	Requested Delivery	Unit Price (USD)	Total Price (USD)	Estimated Delivery
P1.1	Supermicro Ultra SuperServer 2028U-TN24R View Details	1	Lot	20 days after award		-	<input type="text" value=""/> days after award

Comment:
1000 characters remaining

Purchase Description: Brand Name Only (Exact Match)

Total Price (USD) **0.00**

Total for Product Items **0.00 USD**
Total for Service Items **0.00 USD**
Grand Total for Bid **0.00 USD**

★ Required [Previous](#) [Next >](#)

9. After clicking **Yes I Intend to Bid**, you may be prompted to complete some additional prerequisites before proceeding. Click **Go to Prerequisites >**.

- If you are not prompted to complete additional prerequisites, click **Supplier Attachments** and proceed to step 12.

[← PREV.](#) [NEXT →](#)
[BACK TO CONTENTS ↶](#)



II. How to Bid on a Reverse Auction

a. Submit Response

LINCOLN LABORATORY
MASSACHUSETTS INSTITUTE OF TECHNOLOGY

Sourcing > Sourcing Events > Search Events > Prerequisites

Open This event closes in **less than 2 hour(s)** on 3/27/2017 at 12:00:00 PM EDT. [Event Schedule](#) [Questions & Answers for this Event](#)
Auction phase in progress. Auction ends 3/27/2017 12:00 PM EDT

Supermicro Ultra SuperServer 2028U-TN24R
10857016

Event Details

Response Status: **Not Started**
Intent To Bid: **Yes**
Bid Total: **0.00 USD**

Summary

Prerequisites ✓
Supplier Attachments ✓
Items ✓
Review & Submit ✓

Q & A Board
My Exports and Imports

Prerequisites [Event Actions](#) [History](#) ?

Please review and agree to the prerequisites listed below.

⚠ Prerequisites Required to Enter Bid
- You must complete prerequisites before you may enter your bid.

🔒 Required to View Event
★ Required to Enter Bid

Please read the attached Bidding Requirements [🔒](#)
[MIT/LL Bidding Requirements](#)

I certify that I have read and agree to the Bidding Requirements above.

Please read the BOPO Commercial '05 Prime document ★ **10.**
[BOPO 2005](#)

I certify that I have read and agree to the terms above.
⚠ You must complete this prerequisite to bid on this event.

Please complete and attach the Pre-Award Disclosure Form ★
[Pre-Award Disclosure Form](#)

I certify that I have completed and attached the Pre-Award Disclosure Form.
[Time for a Vacation_P re-Award Disclosure](#) [Upload](#)

⚠ You must complete this prerequisite and upload an attachment to bid on this event.

[Previous](#) [Save Progress](#) [Next >](#) **11.**

10. Complete the remaining prerequisites highlighted in yellow.

11. Click **Next >**.

← PREV. NEXT →
BACK TO CONTENTS ↶



II. How to Bid on a Reverse Auction

a. Submit Response

NOTE:
Maximum file size is 50 MB.

Supplier Attachments

This event will close on 3/27/2017 12:00 PM EDT. You may withdraw your response until the Auction phase of the event begins.

Please upload any additional files that are relevant to this bid response.

The Event closes when the auction ends. Be sure to submit your response before the auction ends.

Please add your attachments below.

[Add New Attachment](#)

Add Attachment

Attachment Type * File Link

Attachment * No File Attached

* Required

< Previous

12. If you need to add an attachment to your response, click **Add New Attachment** and complete required prompts.

13. Click **Next >**.

← PREV. NEXT →
BACK TO CONTENTS ↶



II. How to Bid on a Reverse Auction

a. Submit Response

NOTE:
The Questions page will only appear if the Contract Specialist has set up questions for you to answer.

14. Answer all questions.

15. Click **Next >**.

← PREV. NEXT →
BACK TO CONTENTS ↶



II. How to Bid on a Reverse Auction

a. Submit Response

LINCOLN LABORATORY
MASSACHUSETTS INSTITUTE OF TECHNOLOGY

Sourcing > Sourcing Events > Search Events > Items

Open This event closes in **less than 2 hour(s)** on 3/27/2017 at 12:00:00 PM EDT. Event Schedule
Auction phase in progress. Auction ends 3/27/2017 12:00 PM EDT

Supermicro Ultra SuperServer 2028U-TN24R
10857016

Event Details

Response Status: **Draft**
Intent To Bid: **Yes**
Bid Total: **0.00 USD**

Launch Auction Console

Summary
Prerequisites
Supplier Attachments

Items

Review & Submit

Q & A Board
My Exports and Imports

Items

Please provide the price per unit and an estimated delivery date. The total price will be calculated when progress is saved. Additional information can be expressed to the buyer in the comments for each item.

Unit Prices will be captured during the Event's auction phase.

The Event closes when the auction ends. Be sure to submit your response before the auction ends.

Import Options Export Items

Product Line Items (1)

Go To All Groups

Group P1 (1 - 1 of 1 items)

#	Item Name, Description, Etc	Qty	UOM	Requested Delivery	Unit Price (USD)	Total Price (USD)	Estimated Delivery
P1.1	Supermicro Ultra SuperServer 2028U-TN24R View Details	1	Lot	20 days after award		-	20 days after award

Comment:
1000 characters remaining

Purchase Description Brand Name Only (Exact Match)

Total Price (USD) **0.00**

Total for Product Items **0.00 USD**
Total for Service Items **0.00 USD**
Grand Total for Bid **0.00 USD**

★ Required

< Previous Save Progress Next >

16. Enter an **Estimated Delivery** before proceeding.

17. Click **Next >**.

← PREV. NEXT →
BACK TO CONTENTS ↶



II. How to Bid on a Reverse Auction

a. Submit Response

The screenshot shows the 'Review & Submit' page for a reverse auction. The left sidebar contains navigation options: Home, Sourcing, Sourcing Events, Search Events, Review & Submit, Event Details, Response Status (Draft), Intent To Bid (Yes), Bid Total (0.00 USD), Launch Auction Console, Summary, Prerequisites, Supplier Attachments, Items, Review & Submit (highlighted), Q & A Board, and My Exports and Imports. The main content area shows the 'Review & Submit' section with a progress bar and a 'Certification' checkbox. The progress bar indicates that all sections are now complete. The 'Certification' section contains a checkbox with the text: 'I certify that the statements and information in this response are true and correct to the best of my knowledge and belief.' A red box highlights this checkbox, and a red arrow points from it to the 'Submit Response' button at the bottom right of the page.

18. Click the checkbox to certify your response.

19. Click **Submit Response**.

Note that you haven't entered a bid price yet—this is OK.

You **must Certify & Submit** your response before launching the **Auction Console**. Keep in mind that you can edit your response at any time up until the event closes.

If you do not complete this step, **your bidding in the Auction Console will not count.**

← PREV. NEXT →
BACK TO CONTENTS ↶



II. How to Bid on a Reverse Auction

a. Submit Response

Response Submitted

Next Steps

Your bid has been successfully submitted. Note that item unit pricing is captured and submitted via the Auction Console. You have until **3/27/2017 12:00 PM EDT** to withdraw or change your submission.

- [Return to Home Page](#)
- [Event Summary](#)

Event Summary

Event Title	Supermicro Ultra SuperServer 2028U-TN24R	Time Zone	EDT/EST - Eastern Standard Time (US/Eastern)
Event Type	Auction	Event Open Date	3/27/2017 12:00 AM EDT
Event Number	10857016	Auction Start Date	3/27/2017 9:46 AM EDT
Stage Title	-	Auction End Date	3/27/2017 12:00 PM EDT
Currency	USD	Event Close Date	3/27/2017 12:00 PM EDT
Payment Terms	2% 10, Net 30	Question Submission Close Date	3/27/2017 12:00 PM EDT

20. Your response has been submitted. Now, to access the **Auction Console** and enter your first bid, click **Event Summary**.

← PREV. NEXT →
BACK TO CONTENTS ↶



II. How to Bid on a Reverse Auction

b. Submit Bids

LINCOLN LABORATORY
MASSACHUSETTS INSTITUTE OF TECHNOLOGY

Sourcing > Sourcing Events > Search Events > Summary

Open This event closes in **less than 2 hour(s)** on 3/27/2017 at 12:00:00 PM EDT. [Event Schedule](#) [Questions & Answers for this Event](#)
Auction phase in progress. Auction ends 3/27/2017 12:00 PM EDT

Supermicro Ultra SuperServer 2028U-TN24R
10857016

Event Details

Response Status: **Submitted**
Intent To Bid: **Yes**
Bid Total: **0.00 USD**

[Launch Auction Console](#)

Summary

Prerequisites
Supplier Attachments
Items

Q & A Board
My Exports and Imports

Summary

This event will close on 3/27/2017 12:00 PM EDT. You may withdraw your response until the Auction phase of the event begins.

The Event closes when the auction ends. Be sure to submit your response before the auction ends.

Event Title	Supermicro Ultra SuperServer 2028U-TN24R	Time Zone	EDT/EST - Eastern Standard Time (US/Eastern)
Event Type	Auction	Event Open Date	3/27/2017 12:00 AM EDT
Event Number	10857016	Auction Start Date	3/27/2017 9:46 AM EDT
Stage Title	-	Auction End Date	3/27/2017 12:00 PM EDT
Currency	USD	Event Close Date	3/27/2017 12:00 PM EDT
Payment Terms	2% 10, Net 30	Question Submission Close Date	3/27/2017 12:00 PM EDT

Contacts

If you need more information on this event, please contact:

MIT/LL Contract Specialist
contractspecialist@ll.mit.edu

Description

Supermicro Ultra SuperServer 2028U-TN24R

Stage Description

-

[Next >](#)

21. On the left-hand side of your screen, click **Launch Auction Console**.
- This will open up in a new tab and should keep the **Event Summary** page accessible as a separate tab.

← PREV. NEXT →
BACK TO CONTENTS ↶



II. How to Bid on a Reverse Auction

c. Ask a Question

LINCOLN LABORATORY
MASSACHUSETTS INSTITUTE OF TECHNOLOGY

Sourcing > Sourcing Events > Search Events > Summary

Open This event closes in **less than 2 hour(s)** on 3/27/2017 at 12:00:00 PM EDT. [Event Schedule](#) [Questions & Answers for this Event](#)
Auction phase in progress. Auction ends 3/27/2017 12:00 PM EDT

Supermicro Ultra SuperServer 2028U-TN24R
10857016

Event Details

Response Status: **Submitted**
Intent To Bid: **Yes**
Bid Total: **0.00 USD**

[Launch Auction Console](#)

Summary

Prerequisites
Supplier Attachments
Items

Q & A Board
My Exports and Imports

Summary [Event Actions](#) [History](#) [?](#)

This event will close on 3/27/2017 12:00 PM EDT. You may withdraw your response until the Auction phase of the event begins.

The Event closes when the auction ends. Be sure to submit your response before the auction ends.

Event Title	Supermicro Ultra SuperServer 2028U-TN24R	Time Zone	EDT/EST - Eastern Standard Time (US/Eastern)
Event Type	Auction	Event Open Date	3/27/2017 12:00 AM EDT
Event Number	10857016	Auction Start Date	3/27/2017 9:46 AM EDT
Stage Title	-	Auction End Date	3/27/2017 12:00 PM EDT
Currency	USD	Event Close Date	3/27/2017 12:00 PM EDT
Payment Terms	2% 10, Net 30	Question Submission Close Date	3/27/2017 12:00 PM EDT

Contacts
If you need more information on this event, please contact:

MIT/LL Contract Specialist
contractspecialist@ll.mit.edu

Description
Supermicro Ultra SuperServer 2028U-TN24R

Stage Description
-

[Next >](#)

1. To ask a question, return to the **Event Summary** tab in your browser.
2. Click **Q & A Board** on the left-hand side of your screen.

← **PREV.** **NEXT** →
BACK TO CONTENTS ↶



II. How to Bid on a Reverse Auction

c. Ask a Question

Any questions made public by the Buyer will appear on the Public Q&A page.

The screenshot displays the 'Question & Answer Board' for a sourcing event titled 'Supermicro Ultra SuperServer 2028U-TN24R'. The event is currently 'Open' and closes in less than 2 hours. The interface includes a sidebar with event details, a main content area with tabs for 'Public Q&A (0)' and 'My Questions (0)', and a modal dialog box titled 'Ask a Question'. The dialog box contains fields for 'Subject', 'Question', and 'Attachment', along with a 'Submit Question' button and a 'Close' button. A disclaimer is also present at the bottom of the dialog.

Your questions will appear on the My Questions page.

3. Click Ask a Question.

← PREV. NEXT →
BACK TO CONTENTS ↶



II. How to Bid on a Reverse Auction

d. Monitor an Auction

LINCOLN LABORATORY
MASSACHUSETTS INSTITUTE OF TECHNOLOGY

Sourcing > Sourcing Events > Search Events > Summary

Open This event closes in **less than 2 hour(s)** on 3/27/2017 at 12:00:00 PM EDT. [Event Schedule](#) [Questions & Answers for this Event](#)
Auction phase in progress. Auction ends 3/27/2017 12:00 PM EDT

Supermicro Ultra SuperServer 2028U-TN24R
10857016

Event Details

Response Status: **Submitted**
Intent To Bid: **Yes**
Bid Total: **0.00 USD**

[Launch Auction Console](#)

Summary

Prerequisites
Supplier Attachments
Items

Q & A Board
My Exports and Imports

Summary [Event Actions](#) [History](#) [?](#)

This event will close on 3/27/2017 12:00 PM EDT. You may withdraw your response until the Auction phase of the event begins.

The Event closes when the auction ends. Be sure to submit your response before the auction ends.

Event Title	Supermicro Ultra SuperServer 2028U-TN24R	Time Zone	EDT/EST - Eastern Standard Time (US/Eastern)
Event Type	Auction	Event Open Date	3/27/2017 12:00 AM EDT
Event Number	10857016	Auction Start Date	3/27/2017 9:46 AM EDT
Stage Title	-	Auction End Date	3/27/2017 12:00 PM EDT
Currency	USD	Event Close Date	3/27/2017 12:00 PM EDT
Payment Terms	2% 10, Net 30	Question Submission Close Date	3/27/2017 12:00 PM EDT

Contacts
If you need more information on this event, please contact:

MIT/LL Contract Specialist
contractspecialist@ll.mit.edu

Description
Supermicro Ultra SuperServer 2028U-TN24R

Stage Description
-

[Next >](#)

1. To monitor an open reverse auction, return to the **Event Summary** page for the event (see [Supplier Portal Navigation](#) and [Searching Events](#))
2. Click **Launch Auction Console**.

← PREV. NEXT →
BACK TO CONTENTS ↶



II. How to Bid on a Reverse Auction

d. Monitor an Auction

Your ranking appears here.

Bid		Item							
Details	State	Reserve Met	Unit Price *	Feedback Unit Price	Bid Currency *	Item ...	Item Name	Item Descrip...	Pr
	Accepted	N/A	\$99,999.00	1st	USD	1	Supermicro Ultra S...	**SEE ATTACHED BL...	USD

The Bid Decrement will be the last column in the items list. Use the scroll bar at the bottom of the list to scroll all the way to the right.

3. You will be brought back to the Auction Console. To Rebid, simply reenter your bid unit price in the Unit Price box and click Submit Bids.

← PREV.
BACK TO CONTENTS ↩