

How to handle auctions?

Supplier manual



Table of Contents

1	About this Manual	3
1.1	Intended Audience	3
1.2	Typographical and Graphical Conventions.....	3
1.3	Abbreviations	4
2	Overview	5
2.1	Accessing Auctions in SupplyOn	5
2.2	Structure of an auction	9
2.3	Confirm/ Decline Participation.....	12
2.4	To access an already closed auction:	13
3	Participation in Auctions	15
3.1	Participation in Auctions (general)	15
3.1.1	Confirm Participation	15
3.1.2	Bid Preparation	16
3.1.3	Bid Upload (Excel).....	17
3.1.4	Awarding/ Declining notification	18
3.2	Participation in Auctions (auction specific)	18
3.2.1	Dutch Auction.....	19
3.2.2	First Price Sealed Bid Auction	21
3.2.3	English / Price Auction.....	23
3.2.4	Rank Auction.....	24
3.2.5	Japanese Auction.....	25
3.2.6	Traffic Light	26

1 About this Manual

This manual contains the description of performing an auction.

The customer can invite you to different types of auctions:

- Dutch Auction
- First Price Sealed Bid
- English Dynamic Auction / Rank Auction
- Japanese Auction
- Rank Auction
- Traffic Light Auction

1.1 Intended Audience

This manual is intended for suppliers who have a working knowledge of SupplyOn.

1.2 Typographical and Graphical Conventions

The following typographical conventions are used throughout the manual:

Example	Meaning
command	Text, which are you required to type at a command line, is identified by <i>Courier</i> font.
Screen text	Text, which is visible in the user interface, is bold .
<i>Reference</i>	Reference material is in <i>italics</i> .
Parameter	A command parameter or a method name is identified by <i>Courier</i> font.

The graphical convention is used throughout the manual:

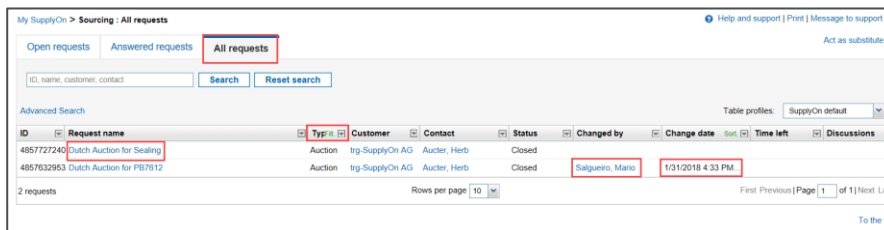


Figure: Red borders are used to indicate special areas

Red borders indicate special areas on the screenshot. They are *not* part of the user interface.

1.3 Abbreviations

Abbreviation	Meaning
FPSB	First price Sealed Bid
RFQ	Request for Quotation

2 Overview

Auctions are used by customer purchasing departments. There are two scenarios:

- Create a bid via SupplyOn Sourcing (RFQ) and then attend an auction
- Attend auction and after rewarding by customer create bid in SupplyOn Sourcing (e.g. confirmed price step in a Dutch auction and then submit your binding bid)

2.1 Accessing Auctions in SupplyOn

You can use the SupplyOn **Sourcing** module to participate in an auction.

NOTE: You need the role **Seller**, to be able to attend the auction. If you do not have the appropriate role, you must request it from your user administrator.

To access and participate in an auction:

1. Log on to SupplyOn.
2. On the main menu, point to **SupplyOn Services**, and then click on **Sourcing**.

The **Open requests** page is then displayed. In case the screen is empty, the auction is not published yet.

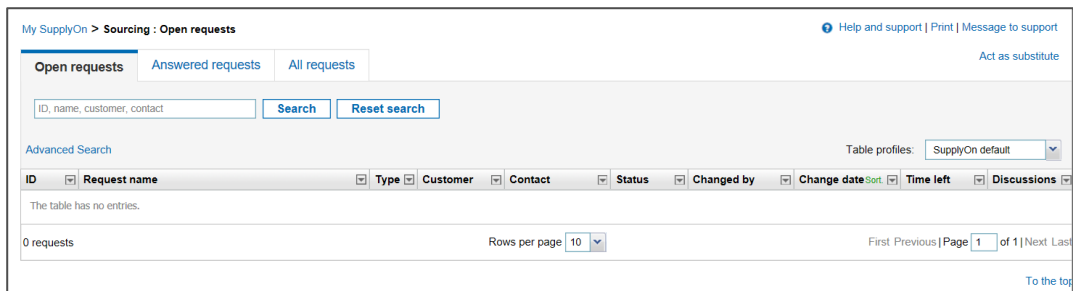


Figure: Open requests

As soon as the auction is published it looks like this. The column **Time left** shows the time until activation.

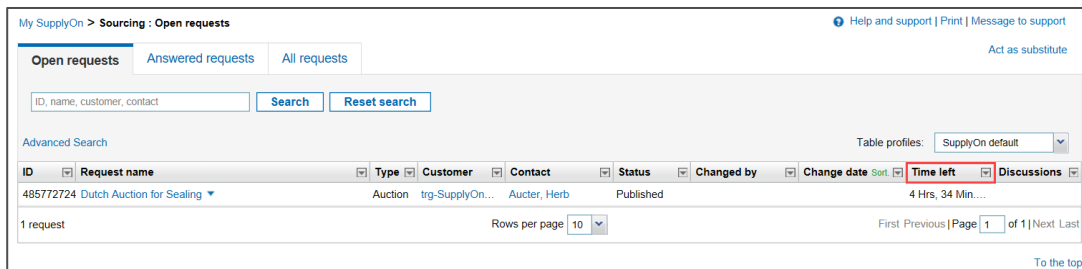


Figure: Open requests with auction

3. Open the Auction with a click on the **Request name**

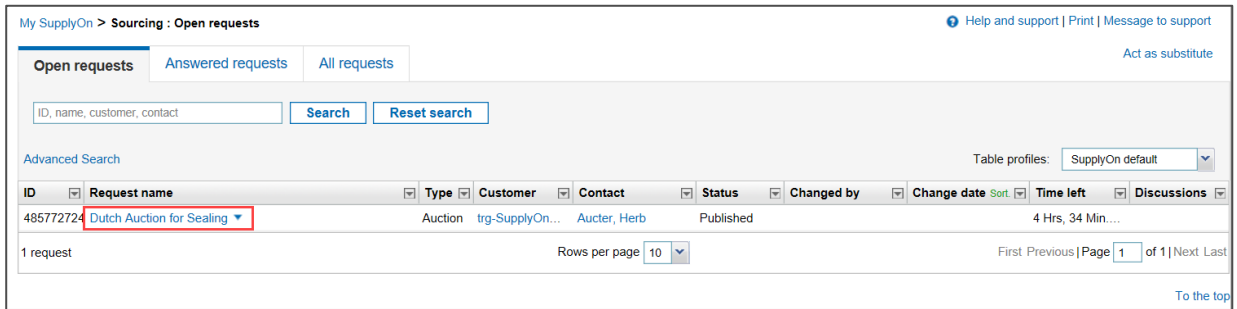


Figure: **Open requests with type Auction**

When you enter the app for the first time a Guided tour is started automatically.

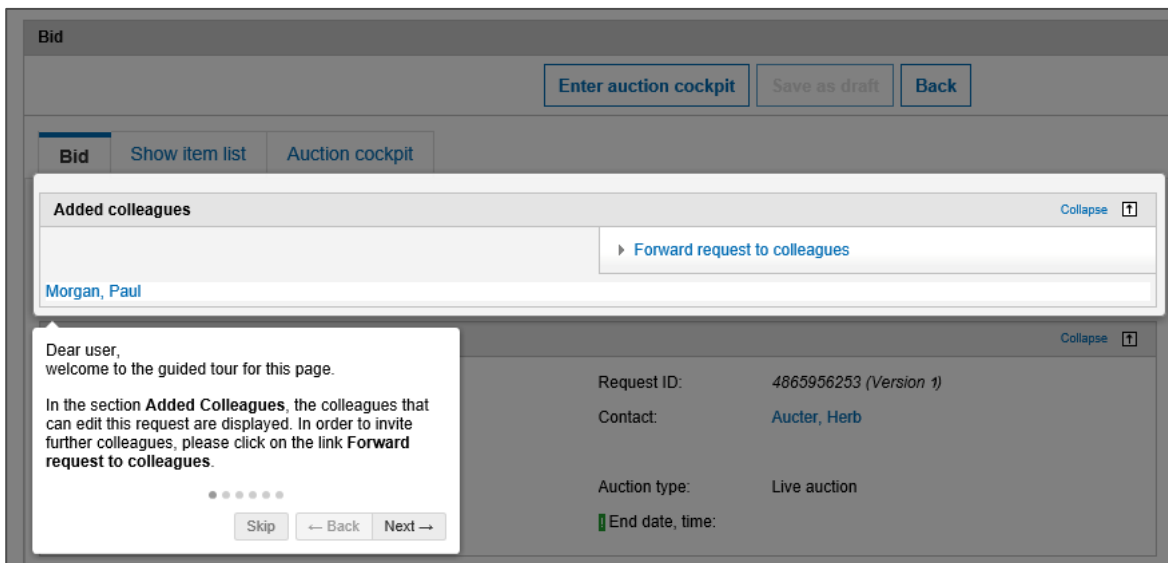


Figure: **Guided tour**

You either watch or skip it. You can start it again at any time with a click on **Start guided tour**.

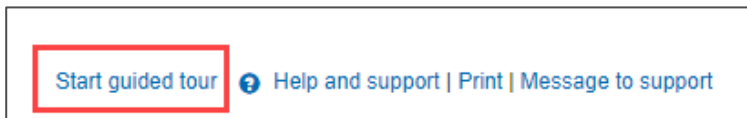


Figure: **Start guided tour**

4. You can forward this auction to a colleague with a click here:

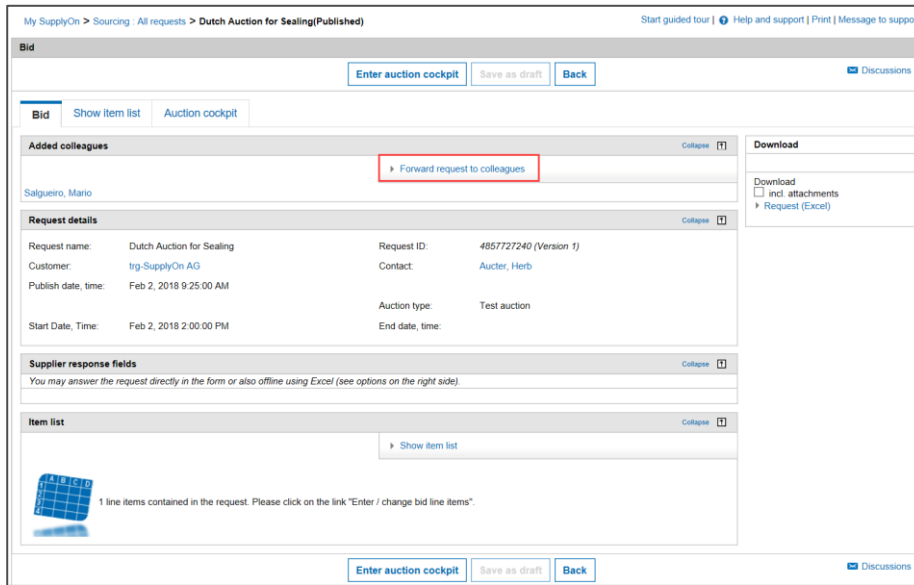


Figure: Forward request to colleagues

NOTE: Your colleagues will then be able to access this auction and to submit a bid.

You can enter the **Item list** to check the inputs from your customer.

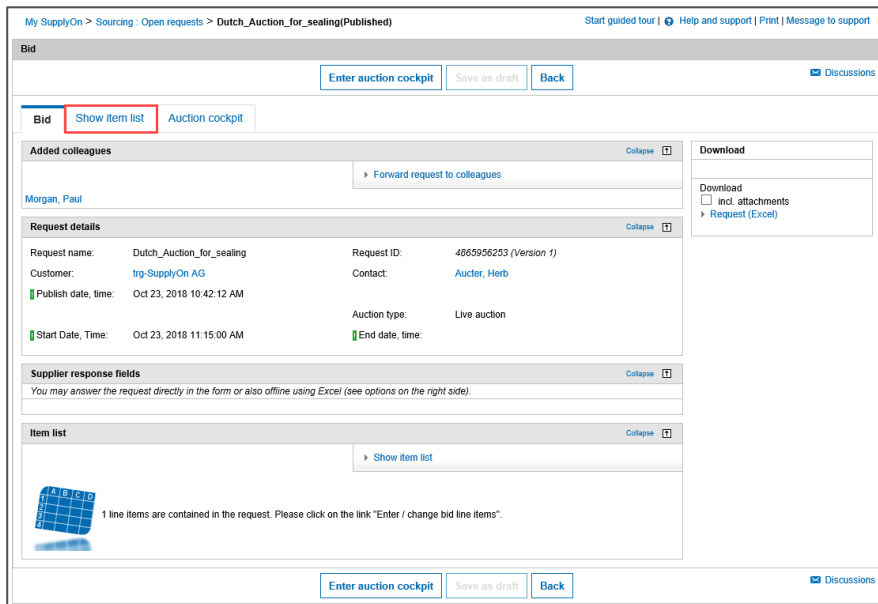


Figure: Show item list

All mandatory fields are already prefilled by your customer. In the auction process you are going to fill in the red marked fields.

My SupplyOn > Sourcing : Open requests > Dutch_Auction_for_sealing(Published) > Bid Values Help and support | Print | Message to support

Item Name*	Part Number*	Quantity*	Price unit	Currency*	Price per price unit*	One time payment	Other Costs	Tooling Cost
1 Sealing	123	1,000		EUR				

Figure: Line items

5. You can enter the auction either by clicking **Enter auction cockpit** or **Auction cockpit**.

My SupplyOn > Sourcing : All requests > Dutch Auction for Sealing(Published) Start guided tour | Help and support | Print | Message to support

Discussions

Bid | [Show item list](#) | Auction cockpit

Added colleagues Collapse

Salgueiro, Mario Forward request to colleagues

Request details Collapse

Request name:	Dutch Auction for Sealing	Request ID:	4857727240 (Version 1)
Customer:	trg-SupplyOn AG	Contact:	Aucter, Herb
Publish date, time:	Feb 2, 2018 9:25:00 AM	Auction type:	Test auction
Start Date, Time:	Feb 2, 2018 2:00:00 PM	End date, time:	

Supplier response fields Collapse

You may answer the request directly in the form or also offline using Excel (see options on the right side).

Item list Collapse

[Show item list](#)

1 line items contained in the request. Please click on the link "Enter / change bid line items".

Download

Download

incl. attachments

[Request \(Excel\)](#)

Discussions

Figure: Auction / Bid

NOTE: Furthermore, you have the option to download the auction as Excel file. (see Download field on the right)

2.2 Structure of an auction

The **Auction Overview** is presented on one page:

VIEW DUTCH AUCTION

DUTCH TEST

← Back → Confirm participation ▾

↻ Update

Auctioneer
Running time

Reference: 4954300066

Auctioneer: SupplyON Test

Contact person: XXXXXXXXXX

▶ Start 07/21/2020 9:45:00 AM
Auction starts in 00:02:37

Information
Bidding
Bid confirmation

Feedback

Participation

Give the auctioneer feedback regarding your participation.

Confirm
 Decline

Auction type
Price settings

Dutch Auction

The Dutch auction is a ticker auction in which the price offered automatically increases or decreases at defined time intervals by a specified bid increment depending on the type of auction. The first bidder to accept the currently displayed bid ends the auction immediately. This is a one-click auction.

Reverse auction - rising price

Purchasing auction with rising price (forward auctions) are auctions which are initiated by procurement. The auctioneer put up for auction his needs amongst several competing bidders until the first bidder is ready to accept the contract for the given price. It's the auctioneer's assumption that the good required can not be purchased considerably on good terms due to preceding performed tender.

Single-item auction

This auction contains only one item. Bidders only submit a single price in their bids.

Auction control elements

- Winner selection by Point in time of bidding
Defines the rule for determining the best bidder. The bidder who was the first to confirm a current price level should subsequently process the bid. An award decision is generally only possible after the bid's post-processing phase has ended. In the case of automatic award, the bidder will be awarded the final bid confirmation.
- Subsequent bid editing
2 hour(s) for bid post-processing
The bidder who has confirmed the current price level, has to subsequently specify and adjust the bid price of the price level or the price and cost fields (e.g. a TCO calculation) within the post-processing phase. The resulting price total can then be submitted by the bidder as a final and binding bid.
- Automatic award of contract
At the end of the auction, the award automatically takes place to the bidder of the best bid.

Items

1 Items			
No.	Item name ^	Part number ^	Price unit ^
1	Item 1	234	150 Unit(s) 1 (unit price)

Figure: Auction cockpit (Dutch auction)

In the Header of the auction you always see the type of the auction, the **reference**, the **Auctioneer**, the **Contact person** and on the second tab the **Running time**.

The actual Start and the countdown are displayed here. The banner is orange for published, green for active and red for closed auctions.

The screenshot shows the 'VIEW DUTCH AUCTION' page for 'DUTCH TEST'. It features a header with a logo and title, navigation buttons for 'Back' and 'More', and an 'Update' button. Below the header, there are tabs for 'Auctioneer' and 'Running time'. The 'Running time' tab is active, displaying a banner with a play icon, the start date and time 'Start 07/21/2020 9:45:00 AM', and a countdown 'Auction starts in 00:00:40'. Below the banner, there are tabs for 'Information', 'Bidding', and 'Bid confirmation'. The 'Information' tab is active, showing a 'Feedback' section with a 'Participation' status of 'Confirmed' (indicated by a green checkmark) and a 'Decline' button.

Figure: **Start and countdown of the auction**

NOTE: When you work in a different time zone than your customer, you will see an additional note in the auction banner. The Start date and time starts blinking two minutes before the countdown ends.

The **Running time** shows the date and time of **Publication** and the **Start of auction**.

The screenshot shows the 'Running time' tab selected. It displays the following information:

Reference:	4954300066
Publication:	July 21, 2020 9:39 AM
Start of auction:	July 21, 2020 9:45:00 AM
Time zone:	Central European Time (ECT)

Figure: **Running time**

In the **Information** tab you can read all the auction settings including **Auction type**, **price settings** and **Items**.

The tabs **Bidding** and **Bid confirmation** do not look exactly the same for every auction type. The differences will be explained in capital 3.2.

Auction type		Price settings
<p>Dutch Auction The Dutch auction is a ticker auction in which the price offered automatically increases or decreases at defined time intervals by a specified bid increment. The first participant confirming the currently displayed price level immediately ends the auction and receives the tender. This is a 1-click auction.</p> <p>Reverse auction - rising price Purchasing auction with rising price (forward auctions) are auctions which are initiated by procurement. The auctioneer put up for auction his needs amongst several competing bidders until the first bidder is ready to accept the contract for the given price. It's the auctioneer's assumption that the good required can not be purchased considerably on good terms due to preceding performed tender.</p> <p>Auction control elements</p> <p><input checked="" type="checkbox"/> Automatic award Tender awarded to best bid at auction end.</p>		
Position data		
Product name:	Sealing	
Price unit [PU]:	1 (unit price)	
Quantity:	1,000 Unit(s)	
← Back → Decline participation		

Figure: Auction type

In the tab **Price settings**, you can find further details. In this example you see the **Start price**, **Price level** and **Step duration** for the Dutch auction.

Auction type		Price settings
<p>Pricing for the entire course of the auction</p> <p>Starting price: 10.00 EUR The starting price defines the first price level in this auction.</p> <p>Price level: 10.00 EUR The price increment defines how much each bid must increase by. During the auction, the price is increased step-by-step by this increment.</p> <p>Step duration: 90 Seconds The step duration defines the duration of a price level. During this period, the bidder has the option to accept the displayed price as a bid.</p>		

Figure: Price settings

In the tab **Position data**, you find the customer's details about the bidding positions. This can vary for every auction.

Position data	
Product name:	Sealing
Quantity:	100,000 Unit(s)
← Back Decline participation	

Figure: Position data

2.3 Confirm/ Decline Participation

After you read all the settings you can confirm your participation with a click in **Confirm participation** or tick **Confirm**. It is recommended to confirm your participation to avoid automatic reminder e-mails.

Or you can decline your participation with a click on **Decline participation** or tick **Decline**.

The screenshot displays the 'VIEW DUTCH AUCTION' page for a 'DUTCH TEST'. At the top, there is a navigation bar with a 'Back' button and a 'Confirm participation' dropdown menu. The dropdown menu is open, showing three options: 'Confirm participation', 'Confirm participation', and 'Decline participation'. Below the navigation bar, there is a section for 'Auctioneer' and 'Running time' with a 'Reference' field containing '4954300066'. The 'Auctioneer' is 'SupplyON Test' and the 'Contact person' is 'SupplyON Test'. A yellow banner indicates the start time '07/21/2020 9:45:00 AM' and 'Auction starts in 00:02:17'. Below the banner, there are tabs for 'Information', 'Bidding', and 'Bid confirmation'. The 'Feedback' section is active, showing a 'Participation' icon and the text 'Give the auctioneer feedback regarding your participation.' At the bottom of the feedback section, there are two radio buttons: 'Confirm' (checked) and 'Decline'.

Figure: **Confirm/ Decline participation**

NOTE: When you decline your participation, the auction process has ended for you.

Further details to attend an auction can be found in the next chapters.

2.4 To access an already closed auction:

1. If you want to view an already closed auction again, open **Sourcing** and click on **All requests**.
2. Set the **Filter** in the column **Type** to **Auction**

My SupplyOn > Sourcing : All requests Help and support | Print | Message to support

Open requests | Answered requests | **All requests** Act as substitute

ID, name, customer, contact

Advanced Search Table profiles: SupplyOn default

ID	Request name	Type	Customer	Contact	Status	Changed by	Change date	Sort	Time left	Discussions
4857727240	Dutch Auction for Sealing	Auction	trg-SupplyOn AG	Aucter, Herb	Closed					
4857632953	Dutch Auction for PB7612	Auction	trg-SupplyOn AG	Aucter, Herb	Closed	Salgueiro, Mario	1/31/2018 4:33 PM CET			

2 requests Rows per page 10 First Previous | Page 1 of 1 | Next Last

[To the top](#)

Figure: All requests

3. Open the auction with a click on the **Request Name**

My SupplyOn > Sourcing : All requests Help and support | Print | Message to support

Open requests | Answered requests | **All requests** Act as substitute

ID, name, customer, contact

Advanced Search Table profiles: SupplyOn default

ID	Request name	Type	Customer	Contact	Status	Changed by	Change date	Sort	Time left	Discussions
4857727240	Dutch Auction for Sealing	Auction	trg-SupplyOn AG	Aucter, Herb	Closed					
4857632953	Dutch Auction for PB7612	Auction	trg-SupplyOn AG	Aucter, Herb	Closed	Salgueiro, Mario	1/31/2018 4:33 PM...			

2 requests Rows per page 10 First Previous | Page 1 of 1 | Next Last

[To the top](#)

Figure: All requests

4. Click on **Enter auction cockpit** or **Auction cockpit**

My SupplyOn > Sourcing : All requests > Dutch Auction for PB7612(Closed) Start guided tour | Help and support | Print | Message to support

Bid Discussions

Bid | Show item list | **Auction cockpit**

Added colleagues		Expand
Request details		Expand
Supplier response fields		Collapse
Changed by	Salgueiro, Mario	Change date
Bid status	Bid submitted	1/31/2018 4:33:58 PM CET
Item list		Collapse
Show item list		

Download
 incl. attachments
Request (Excel)

Discussions

Figure: Auction cockpit

Depending on the auction type the content may differ to the displayed.

AUCTION OVERVIEW - DUTCH AUCTION
DUTCH_AUCTION_FOR_SEALING

← Back

Start 23/10/2018 **11:15:00** End **13:53:15**
server time **19:58:04**

Auction data	Update
Number / Type: 4865956253 / single-item Dutch Auction	

Auctioneer	Running time
Auctioneer: SupplyON Test Contact person: Herb Aucter	

Information	Offer

1 Messages

Note The auction has ended, price confirmation is no longer possible!

Editing		
<table style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top; padding: 5px;"> <p>Confirmation of price level</p> <div style="text-align: center; margin: 10px 0;"> </div> <p style="font-size: x-small;">You have not placed a binding bid. The auction ended without any bid.</p> </td> <td style="width: 50%; vertical-align: top; padding: 5px;"> <p>Participation</p> <div style="text-align: center; margin: 10px 0;"> </div> <p style="font-size: x-small;">You did not participate in this auction.</p> </td> </tr> </table>	<p>Confirmation of price level</p> <div style="text-align: center; margin: 10px 0;"> </div> <p style="font-size: x-small;">You have not placed a binding bid. The auction ended without any bid.</p>	<p>Participation</p> <div style="text-align: center; margin: 10px 0;"> </div> <p style="font-size: x-small;">You did not participate in this auction.</p>
<p>Confirmation of price level</p> <div style="text-align: center; margin: 10px 0;"> </div> <p style="font-size: x-small;">You have not placed a binding bid. The auction ended without any bid.</p>	<p>Participation</p> <div style="text-align: center; margin: 10px 0;"> </div> <p style="font-size: x-small;">You did not participate in this auction.</p>	

Figure: closed Auction

NOTE: A closed auction is marked by a red banner.

3 Participation in Auctions

3.1 Participation in Auctions (general)

This chapter explains the general structure for all types of auction.

The customer can invite you first to a Test auction. You can identify it in the Subject of the invitation E-Mail whether you are invited to a Test or a Live Auction.

NOTE: Test auctions are used to get familiar with the auction environment.

3.1.1 Confirm Participation

To bid in an auction:

1. Open the invitation E-Mail and click on one of the links to the auction

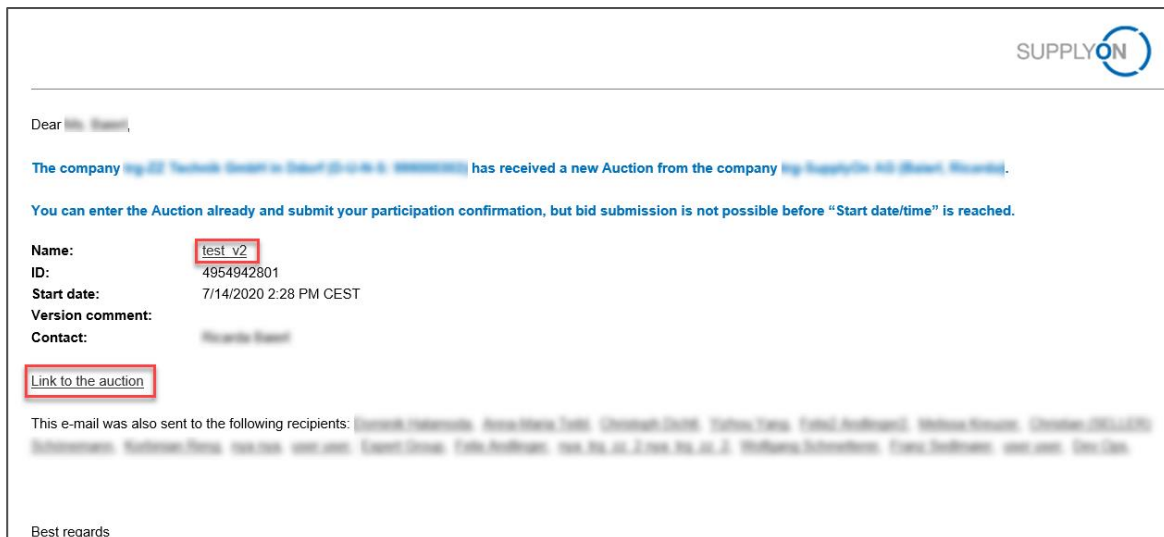


Figure: Invitation E-Mail

2. Log on to SupplyOn and you automatically will enter the auction
3. Then click on **Enter auction cockpit** or **Auction cockpit** and confirm your participation

VIEW FPSB AUCTION

FPSB_DEMO

← Back
→ Confirm participation ▾

↻ Update

Reference: 4954653641

Auctioneer: SupplyON Test

Contact person: [Redacted]

Start 07/21/2020 9:30:00 AM
End 07/24/2020 9:30:00 AM
Auction starts in 00:13:32

Information
Bidding

Feedback

Participation

Give the auctioneer feedback regarding your participation.

Confirm
 Decline

Auction type

Figure: Auction cockpit

NOTE: You can also log on to SupplyOn, point to **SupplyOn Services**, then click on **Sourcing** and enter the auction by clicking on its **Request name**. (see capital 2.1)

3.1.2 Bid Preparation

When the auction is published and you confirmed your participation you can already prepare your bid one hour before the auction starts.

Information
Bid preparation
Bidding
My bid

Feedback

Participation

Participation was confirmed.

Decline

Bid precalculation

With the preliminary bid calculation, you set an orientation price for your first bid.

Starting price: 2,350.00 EUR

Total price: 2,350.00 EUR
↻ Check price
→ Continue to bid

No.	Item name	Part number	Quantity	Price unit	<input checked="" type="checkbox"/> Price per [PU]	<input type="checkbox"/> Item total	<input checked="" type="checkbox"/> Price settings
1	Item 1	1	100 bottle	1 (unit price)	<input type="text" value="13.50"/> EUR	1,350.00 EUR	1,350.00 EUR
2	Item 2	2	100 bottle	1 (unit price)	<input type="text" value="10.00"/> EUR	1,000.00 EUR	1,000.00 EUR

⬇️ Activate Excel
↻ Reset
↻ Check price
✓ Save

Figure: Bid precalculation

3.1.3 Bid Upload (Excel)

When you already confirmed your participation and want to easily bid on a few items, you can use the Excel bid upload. Click on **Activate Excel**.

The screenshot shows a 'Bidding' interface. At the top, it displays 'My last bid: 480.00 EUR' and 'Minimum bid difference: 10.00 EUR'. Below this, a blue bar shows 'New bid price: 480.00 EUR' with a 'Check price' button and a 'Binding bid submission' button. A table lists 3 items with columns for No., Item name, Part number, Quantity, Price unit, Price per [PU], and Item total. At the bottom right, there are 'Check price', 'Save', and 'Activate Excel' buttons. The 'Activate Excel' button is highlighted with a red box.

No.	Item name	Part number	Quantity	Price unit	Price per [PU]	Item total
1	Item 1	11	100 bag	1 (unit price)	0.80 EUR	80.00 EUR
2	Item 2	22	200 bag	1 (unit price)	1.00 EUR	200.00 EUR
3	Item 33	33	350 bag	1 (unit price)	0.57 EUR	200.00 EUR

Figure: Excel download

When you click on **Start download** an Excel file is downloading. When you want to upload the already edited Excel sheet click on **Upload** and choose the belonging file.

The screenshot shows an 'Excel-Upload' dialog box. It has a 'Download template:' section with a 'Start download' button. Below that is an 'Upload data:' section with a 'Choose File' button and an 'Upload' button. A 'Close' button is at the bottom right.

Figure: Excel Upload

This is an example for the downloaded Excel file. This may look different for other auctions. Now you have to fill in all the mandatory fields.

The screenshot shows an Excel spreadsheet template. The header includes the auction title '4955047621 / Traffic Light auction' and 'ax119649 / Traffic Light auction / Package / 1 / Lot 1'. It specifies 'Auction currency: Euro; Bid currency: Euro; Minimum bid difference: 10.00 EUR'. There are instructions for optional and mandatory fields. The main table has columns for Item name, Part number, Quantity, Quantity unit, PU, Price per [PU], and Price per position.

Item name	Part number	Quantity	Quantity unit	PU	Price per [PU]	Price per position
Item 1	11	100,000	bag	1		80.00
Item 2	22	200,000	bag	1		200.00
Item 33	33	350,000	bag	1		200.00
Bid amount						

Figure: Excel Sheet

Afterwards you have to upload the file again. When the process has finished you see your bids in the auction screen. Now you have to submit your bid.

3.1.4 Awarding/ Declining notification

When the auction is closed you will be notified via e-mail about your awarding or declining of the auction. The notification depends on the auction settings.

This is an example for an awarding notification.

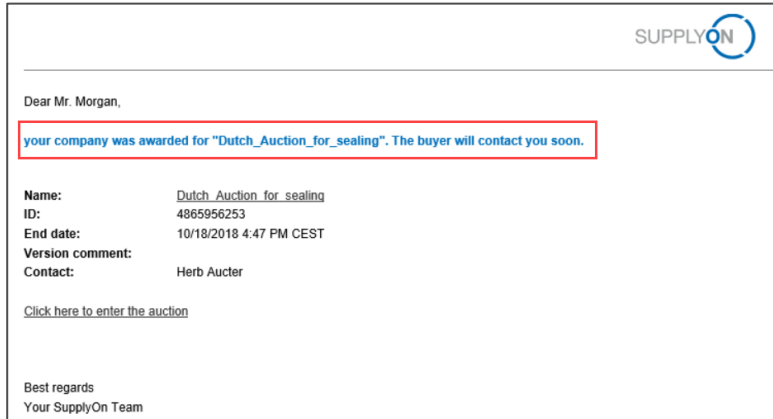


Figure: Awarded notification

The screenshot below shows a declining notification.

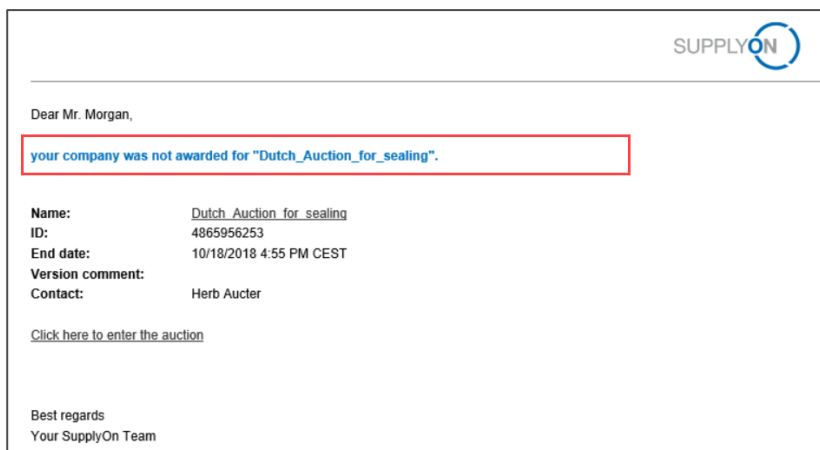


Figure: Declining notification

After the auction ended and the awarding took place, wait for further information from your customer.

3.2 Participation in Auctions (auction specific)

This chapter explains the different structure for all different types of auctions. In case of further questions regarding the auctions do not hesitate to contact the customer, who has invited you.

3.2.1 Dutch Auction

A Dutch auction is a one click auction. For a Dutch auction, the auctioneer defines a relatively low starting price. The price is increased in small increments until a bidder accepts the current bid. The longer a bidder waits, the higher the selling price gets, but the more risk that a competitor will preempt him and win the bid as it increases. If no tie-break option is activated, the first bidder accepting the current bid closes the auction for all participants.

The auction has started. Depending on your customers settings for this auction, the price steps and the remaining time to confirm the step are clearly displayed. Between each price step there is a 5 seconds 'quiet time' slot until the auction starts with the next price step. You can see actual bid amount and the time to confirm here.

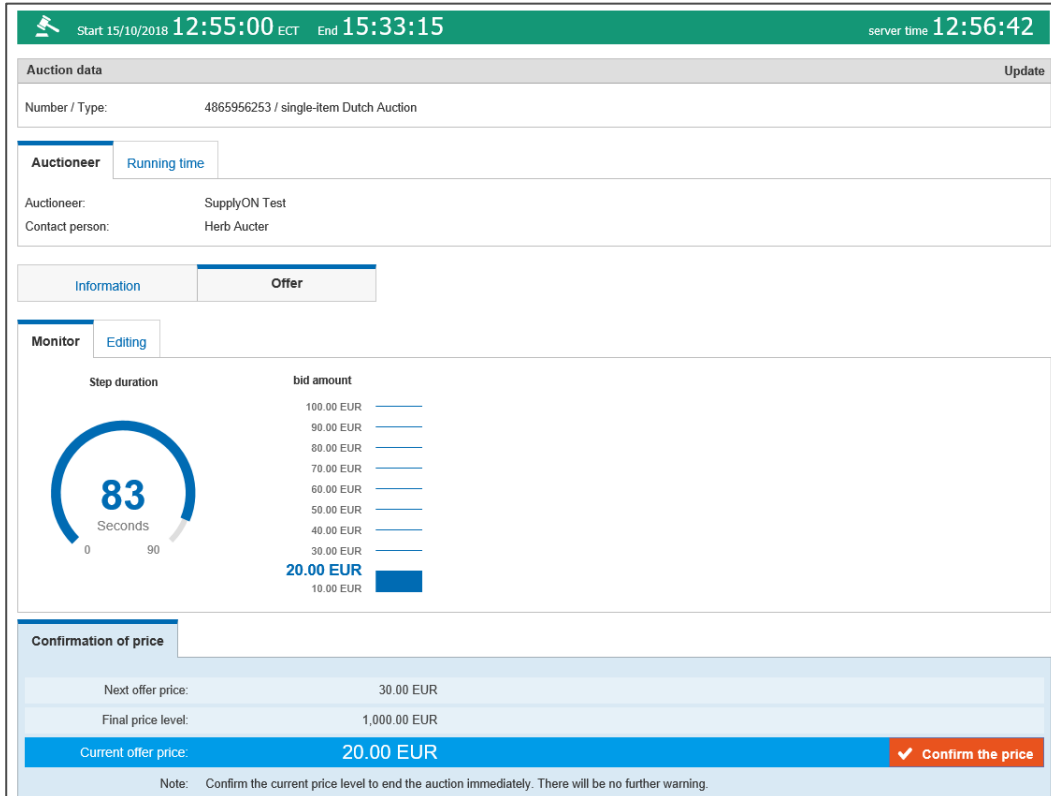


Figure: Auction Overview

NOTE: This screen may vary from auction to auction depending the auction settings your customer has defined.

Click **Confirm the price** when your price limit has been reached within the **Step duration**.

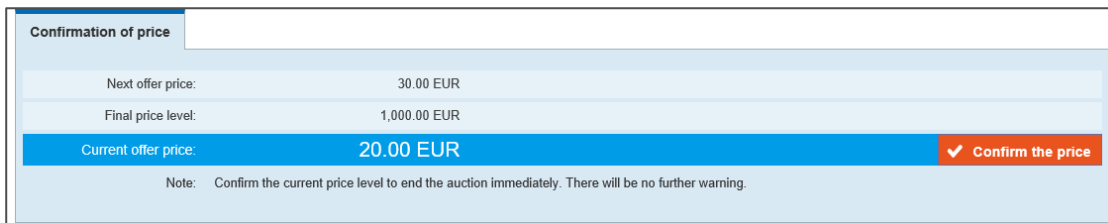


Figure: Confirmation of price

Your price confirmation is sent immediately.

a) The auction is closed automatically and if the customer has predefined this, you are automatically awarded.

Figure: **Awarding**

b) If your customer has set the **Tie break** option, the auction does not stop immediately when the first confirmation of price is transmitted. The auction will run until the time of the step duration has expired and bidders have still the possibility to confirm the price step. These bidders will then be in the **Tie break** and need to do a subsequent bid editing. After this the auction will be closed and if predefined, you been awarded automatically.

Figure: **Auction type – Tie break setting**

NOTE: The winner of the **Tie break** will be determined by the setting of the **Selection of winner in case of confirmation of the same price**.

This is how a tie break looks like. Here you have to confirm the price binding.

Start 24/10/2018 13:40:00 End 13:49:25 Editing time 00:58:58

Auction data Update

Number / Type: 4865956253 / multi-Item Dutch Auction

Auctioneer Running time

Auctioneer: SupplyON Test
Contact person: Herb Aucter

My bid

Information Bid precalculation Bidding **Bid confirmation**

Bid confirmation

ⓘ The auctioning party would like to receive additional information about how your price is composed.
 ⓘ Please check your prices so that the total price of your bid does not exceed the confirmed price of 60.00 EUR.

Confirmed price: 60.00 EUR
Price difference: 0.00 EUR (0.0 %)

Your bid: **60.00 EUR**

2 Items

No. ▲	Product name ^	Quantity ^	Price unit ^	<input type="checkbox"/> Price per [PU] ^	<input checked="" type="checkbox"/> Item total ^
1	Sealing	1,000 Unit(s)	1 (unit price)	0.03 EUR	30,00 EUR
2	Sealing 2	2,000 Unit(s)	1 (unit price)	0.02 EUR	30,00 EUR

Figure: Tie break

3.2.2 First Price Sealed Bid Auction

The first price sealed bid is a common type of auction. It is also known as blind auction. In this auction, the bidders may submit only one concealed bid. The bids of the competing participants are not disclosed at any time by the system. The awarding to the best bidder can only take place upon completion of auction.

After the auction has started, enter your price and confirm with a click on **Binding bid submission**.

Start 15/10/2018 13:15:00 ECT End 14:45:00 Auction ends in 01:22:01

Auction data Update

Number / Type: 4865956294 / single-Item Sealed-Bid auction

Auctioneer Running time

Auctioneer: SupplyON Test
Contact person: Herb Aucter

Information **Offer**

Editing

Bids **Participation**
 0 ✔
 Number of my binding bids submitted in the auction Participation was confirmed.

Bidding

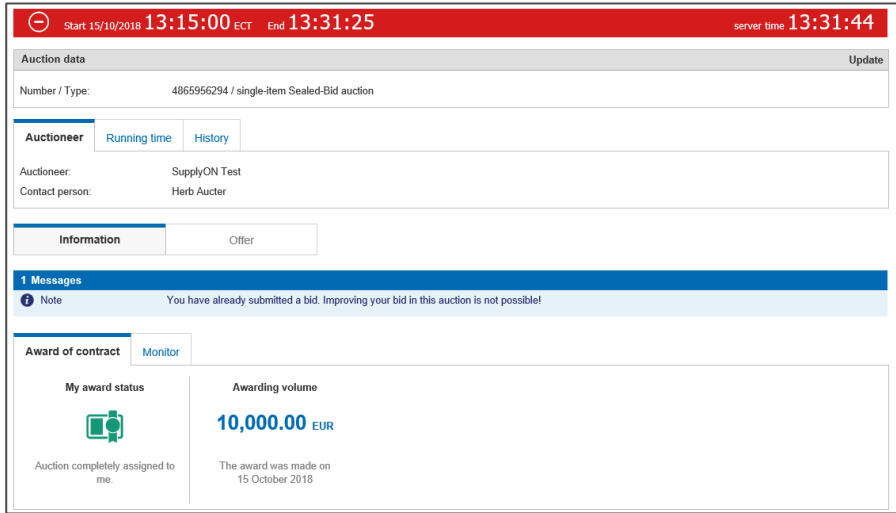
Starting price: 10,000.00 EUR

New bid price: **10,000.00 EUR** For 1,000 Unit(s)

Figure: Auction cockpit

NOTE: You can click on **Binding bid submission** only once.

After the submission, the auction is closed for you and if the customer has predefined this, you are automatically awarded.



The screenshot shows the 'Award of contract' section of the SupplyON interface. At the top, a red header bar displays the start time '13:15:00 ECT' and end time '13:31:25', with the current server time '13:31:44'. Below this, the 'Auction data' section shows the auction number '4865956294 / single-item Sealed-Bid auction'. The 'Auctioneer' section identifies 'SupplyON Test' as the auctioneer and 'Herb Aucter' as the contact person. A message box indicates that the user has already submitted a bid and cannot improve it. The 'Award of contract' section shows a 'My award status' of 'Auction completely assigned to me.' and an 'Awarding volume' of '10,000.00 EUR', awarded on '15 October 2018'.

Figure: Auction awarding

NOTE: The Awarding depends on the settings.

3.2.3 English / Price Auction

Based on a starting price and depending on the auction setup for example, bidders have to reduce (purchase auction - falling price) or increase (sales auction - increasing price) the bid price. Bidders can submit bids multiple times based on their own last bid or the current best bid of a competitor. During the auction, all bidders receive anonymized information about their competitors' bids.

In the screenshot below you see an auction overview. The Chart shows you the bids of your competitors. The visibility of the bids and competitors depends on the settings.

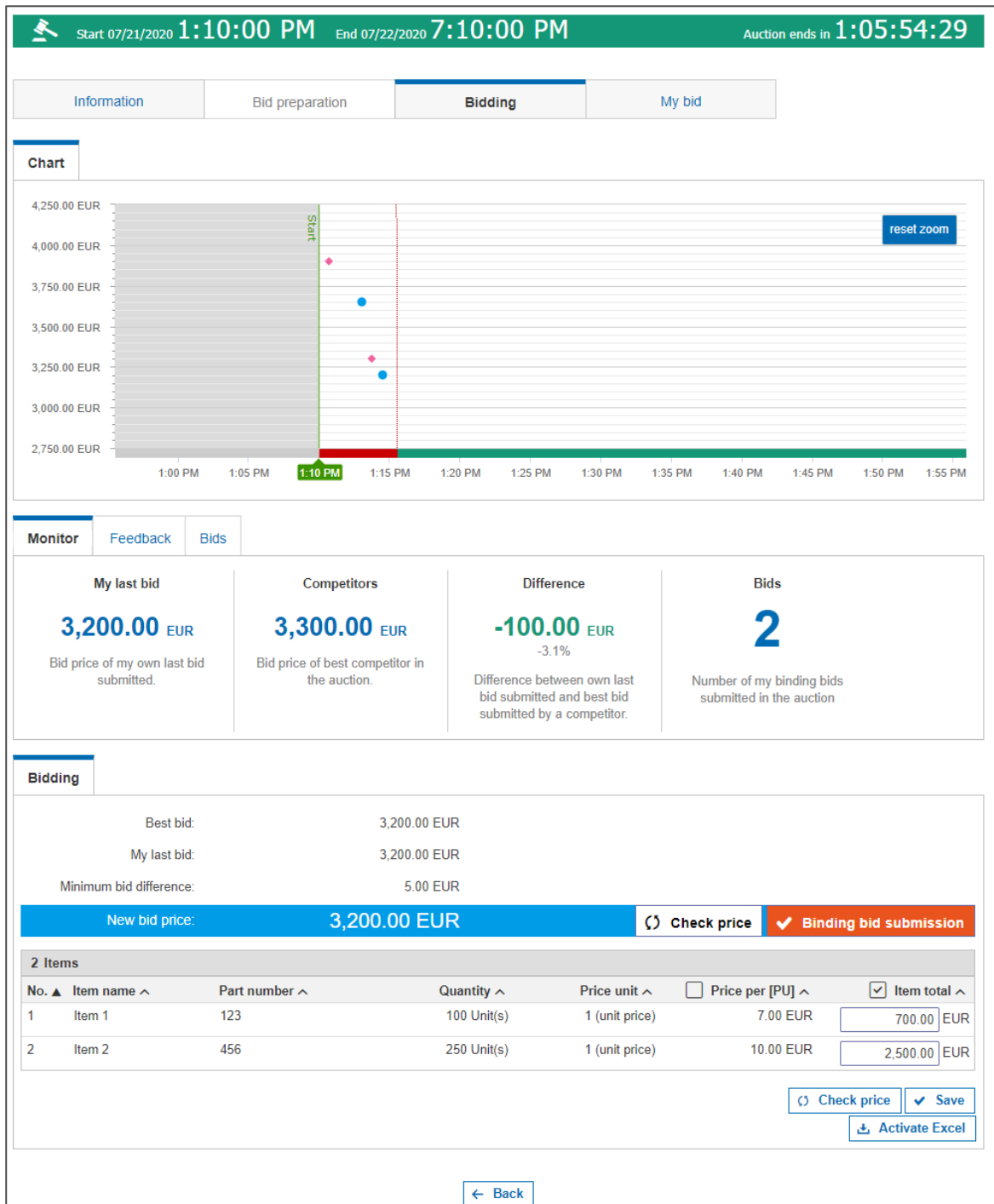


Figure: Auction Overview (English / Price)

When the auction is over, the bidder with the best bid will be awarded.

Figure: Auction Overview (closed)

3.2.4 Rank Auction

The ranking auction represents an intermediate stage between the price auction and the traffic light auction. Depending on the auction setup, the bidder must reduce (purchase auction - falling price) or increase his best bid (sales auction increasing price). After each bid, bidders are only shown their rank in relation to other bidders for positioning in the field of participants. Bidders receive no information about the current best competitive bid.

This is how an active Rank auction looks like. You see your rank, your last bid and the number of your bids.

No.	Item name	Part number	Quantity	Price unit	Price per [PU]	Item total
1	Item 1	11	100 Unit(s)	1 (unit price)	10.00 EUR	1,000.00 EUR
2	Item 2	22	150 Unit(s)	1 (unit price)	14.66 EUR	2,200.00 EUR

Figure: Auction Overview (active)

If the time is over, the bidder with the Rank 1 will be awarded.

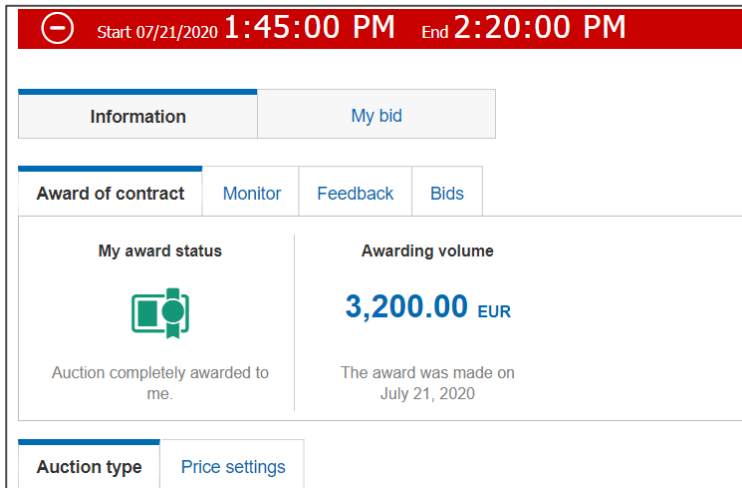


Figure: Auction Overview (closed)

3.2.5 Japanese Auction

The Japanese auction is a ticker auction, in which the offer price increases or decreases automatically in a defined time interval by a specified price step depending on the setting. Bidders should confirm each currently displayed price step with a click in order to qualify for the next price step. The bidders will not be informed who has already left or how many other competitors have remained. The last remaining bidder who confirms the currently displayed price step ends the auction immediately.

This is a screenshot of an active Japanese auction. The last confirmed price level and the time left to confirm the price level is displayed.

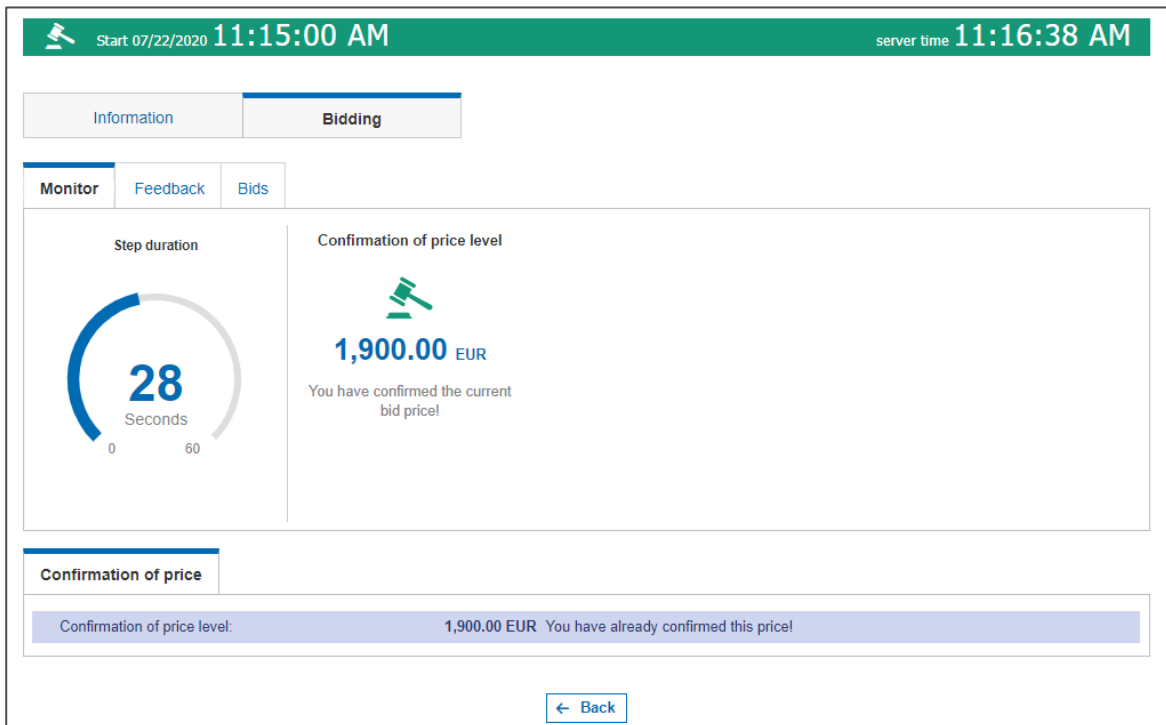


Figure: Auction Overview (active)

If you are the last bidder confirming the price, you will be awarded. This is how it should look like.

Figure: Auction Overview (closed)

3.2.6 Traffic Light

Depending on the auction setup, the bidder must reduce (purchase auction - falling price) or increase his best bid (sales auction - increasing price). After each bid, bidders will be shown one of the three traffic light colors (red, yellow, green) for positioning in the participant field. With the auction setup, information on the neutral range and target price are mandatory, since they control the display of the corresponding traffic light color.

This is a screenshot of an active Traffic Light auction. You can do the bidding and see what your current status is. The color red means that you are not in the neutral area which was edited by the buyer. The yellow color symbolize that the price is in the neutral area. When the price is below/above the neutral area the green status displays. Only one bidder can see green at a time.

No. ▲	Item name ^	Part number ^	Quantity ^	Price unit ^	<input type="checkbox"/> Price per [PU] ^	<input checked="" type="checkbox"/> Item total ^
1	Item 1	11	100 bag	1 (unit price)	1.00 EUR	100.00 EUR
2	Item 2	22	200 bag	1 (unit price)	2.00 EUR	400.00 EUR
3	Item 33	33	350 bag	1 (unit price)	0.85 EUR	300.00 EUR

Figure: Auction Overview (active)

The Screenshot shows a closed traffic light auction. The bidder was awarded.

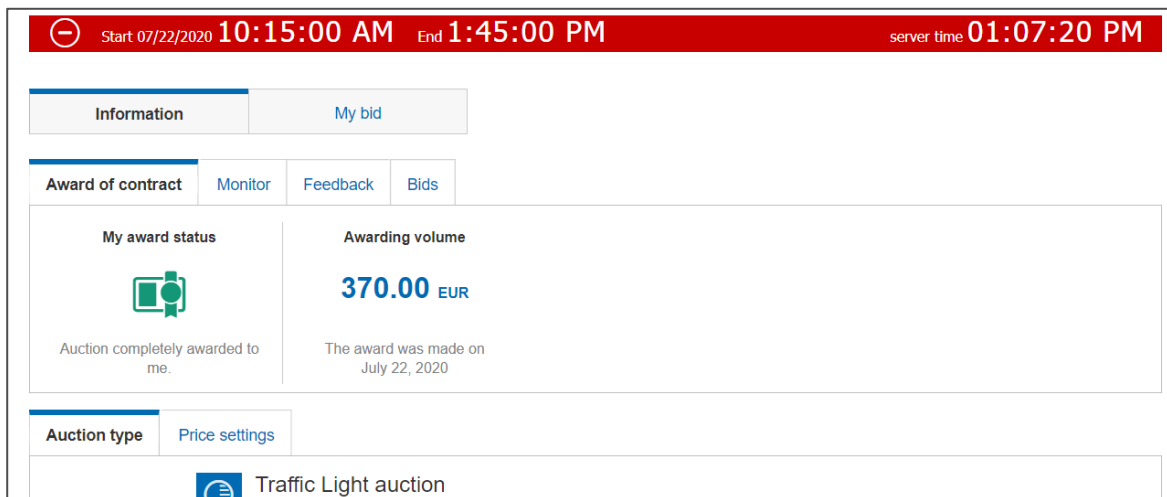


Figure: Auction Overview (closed)

GENERAL NOTE:

The layout and functionality of auctions is constantly evolving. On top of that available options, auction types etc. can be dependent on your company setup. Therefore there might be some differences in your specific layout and the described behavior in this document.

If you have any specific questions about auctions contact your internal auction expert or SupplyOn Consultant. In case of any technical issues or errors you can also contact the SupplyOn Customer Support.