

How to set up and perform auctions?

Buyer manual



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1 About this Manual

This manual contains the description of setting up and performing an auction.

The setup takes place in SupplyOn within the module **Sourcing**.

Currently the following types of auctions are available

- Preferred Auction Type(s) for Hitachi Astemo
 - **Rank Auction**
- Secondary Auction Type(s)
 - (Ranked) Dutch Auction
 - First Price Sealed Bid
 - Japanese Auction
 - Price / English Auction
 - Rank Auction
 - Traffic Light Auction

1.1 Intended Audience

This manual is intended for buyers, who have a working knowledge of SupplyOn Sourcing.

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:

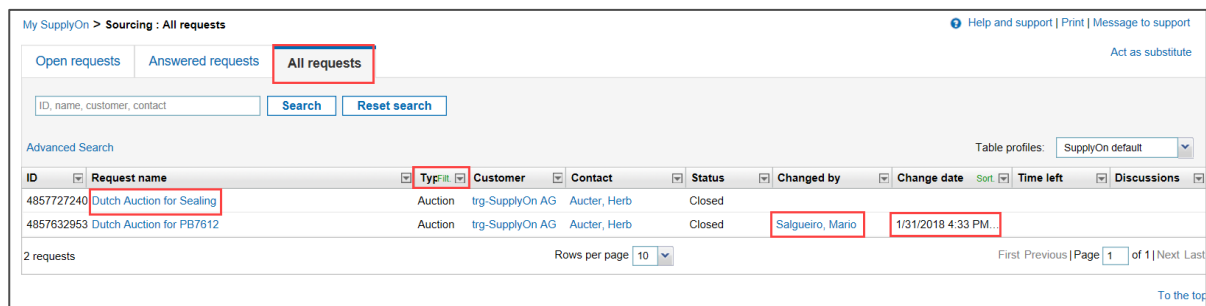


Figure: Red borders are used to indicate special areas.

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

2 Set up auction

Auctions are performed typically by the purchasing departments. There are two scenarios:

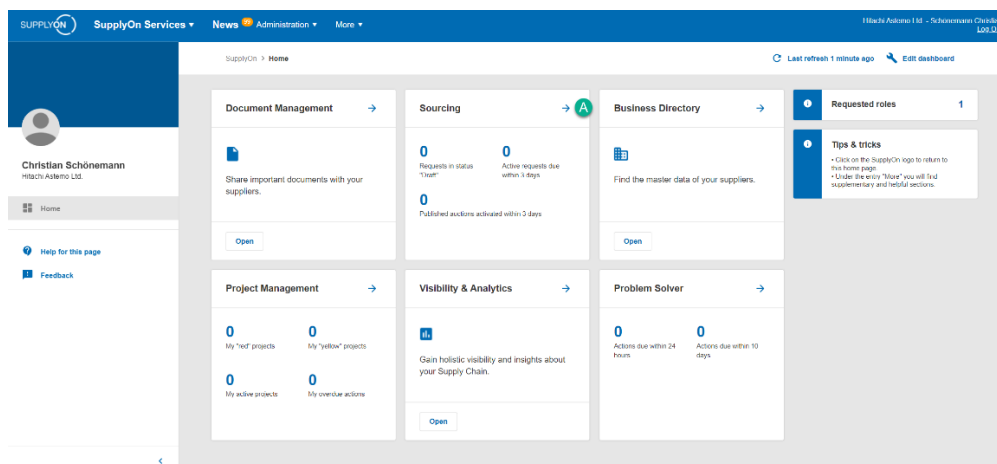
- You invite the suppliers to perform an auction from scratch
- or
- You start with a request for quotation (RFQ), to get more detailed information from your supplier upfront, and then you invite the suppliers to attend in an auction. The benefit for this approach is that you are able to decide which supplier may get a bonus or a malus during the auction due to special incoterms or payment conditions.

You use the SupplyOn **Sourcing** module to setup an auction.

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

2.1 Set up an auction (start)

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



Then the click on **(B) “Templates”** on the right side menu

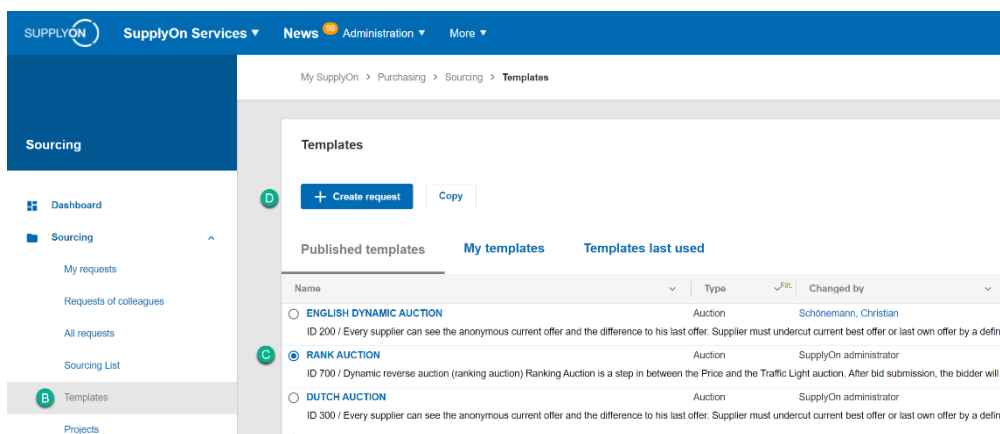


Figure: Templates/Published templates

3. Under “Published templates” you can choose an **(C) Auction Template standardized for Hitachi Astemo** (primary use: “RANK AUCTION)
4. Click on **(D) Create request**
5. The Create Auction, **Request details** screen is displayed.

NOTE: The displayed fields in the screenshot are an example.

6. Name the Auction in the field **Request Name**
7. Select the **Auction type**, depending on whether you want to conduct a live auction or test auction

Figure: **Request details**

NOTE: Test auctions are used to train suppliers to get familiar with the auction environment. If you may want to create a new Version of this auction you have to select Live auction.

8. In case you want to change the **Response options** or **E-Mail Notifications** define it here:

Response options

Request currency EUR ▼

Alternative currencies allowed

E-Mail Notifications

Remind supplier 3 ▼ days before start date

Receive participation overview 3 ▼ days before start date

Notify supplier about awarding or decline

Send awarding

Send decline

- Just select the „Request currency“ for the Auction
- Hitach Astemo users can skip “Alternative currencies allowed”

- Sends out an email reminder to invited suppliers X days before the auction starts to get them prepared early enough
- Get a bidder overview by Email X days before the auction starts. This email with status table show which suppliers are already confirmed participation
- If Auction is set for “Automated awarding” application can send eails notification to...
 - the winner of the auction and/or
 - the rejected supplier

Figure: **Response options & E-Mail Notifications**

Following please see samples for such eimal notifications

- Notify supplier before start date:

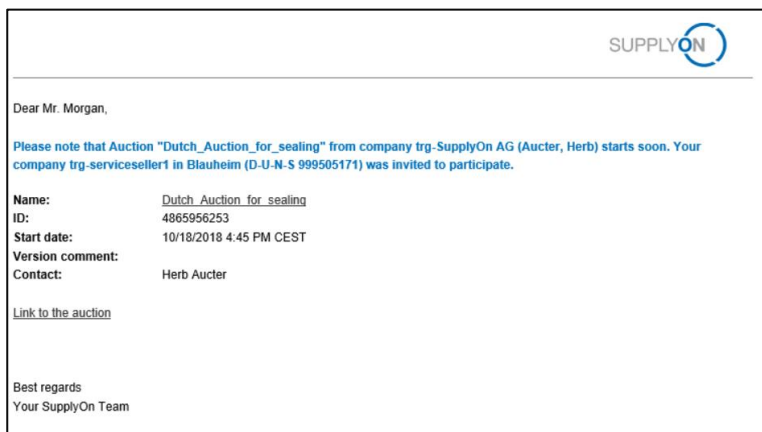
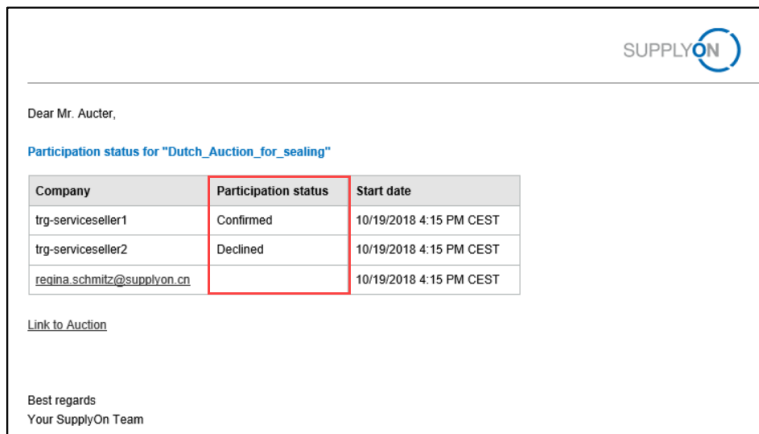


Figure: **Supplier reminder**

- Receive participation overview:



Dear Mr. Aucter,

Participation status for "Dutch_Auction_for_sealing"

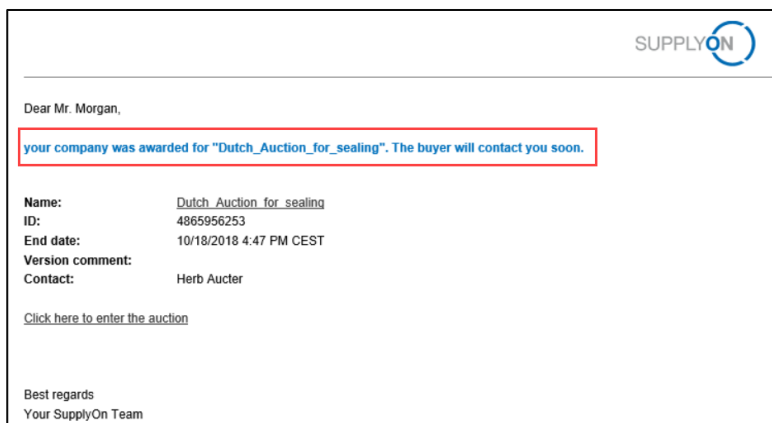
Company	Participation status	Start date
trg-serviceseller1	Confirmed	10/19/2018 4:15 PM CEST
trg-serviceseller2	Declined	10/19/2018 4:15 PM CEST
regina.schmitz@supplyon.cn		10/19/2018 4:15 PM CEST

[Link to Auction](#)

Best regards
Your SupplyOn Team

Figure: Participation overview for buyers

- Notify supplier about (supplier) awarding:



Dear Mr. Morgan,

your company was awarded for "Dutch_Auction_for_sealing". The buyer will contact you soon.

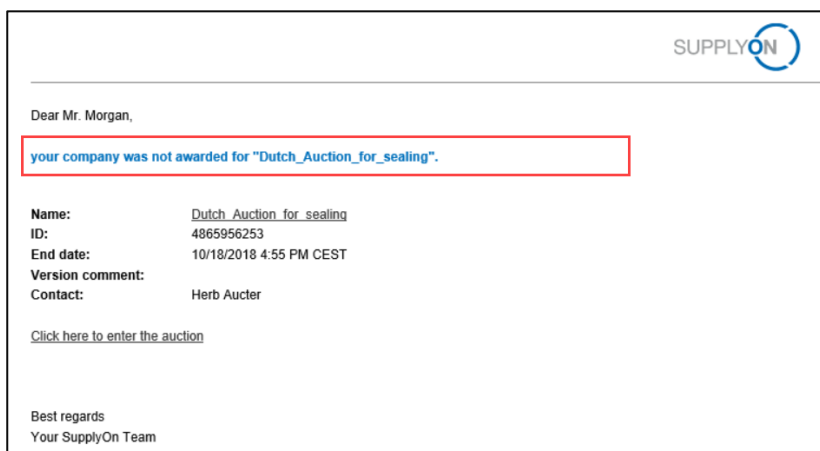
Name: Dutch_Auction_for_sealing
ID: 4865956253
End date: 10/18/2018 4:47 PM CEST
Version comment:
Contact: Herb Aucter

[Click here to enter the auction](#)

Best regards
Your SupplyOn Team

Figure: Awarded notification

- Notify supplier about (supplier) declining:



Dear Mr. Morgan,

your company was not awarded for "Dutch_Auction_for_sealing".

Name: Dutch_Auction_for_sealing
ID: 4865956253
End date: 10/18/2018 4:55 PM CEST
Version comment:
Contact: Herb Aucter

[Click here to enter the auction](#)

Best regards
Your SupplyOn Team

Figure: Declining notification

2.2 Add items

9. Add the items of the auction with a click on **Add / modify items**

The screenshot shows the 'Create Auction' interface. At the top, there are buttons for 'Continue with auction', 'Save as draft', 'Back', and 'More'. Below this is a navigation bar with tabs: 'Request details', 'Add / modify items' (highlighted in red), 'Suppliers & Colleagues', 'Auction settings', 'Response Status', 'Bid Evaluation', 'Awarding', 'Contract creation', and 'Change history'. The main content area is titled 'You enter the details of your request here.' and contains several sections: 'Internal Information' with 'Currently used: Reverse Dutch Auction (Dutch) template' and 'Project: No project created'; 'Request Details' with 'Request Name: Dutch_Auction_for_sealing', 'Request ID: Not yet assigned', 'Publish date, time', 'Start Date, Time', 'End Date, Time', 'Auction type: Live auction', 'Customer: trg-SupplyOn AG', and 'Contact: Aucter, Herb'; 'Response options' with 'Request currency: EUR' and checkboxes for 'Alternative currencies allowed' and 'Supplier-specific currency allowed'; and 'E-Mail Notifications' with checkboxes for 'Notify supplier', 'Receive participation overview', and 'Notify supplier about awarding or decline'. At the bottom, there are buttons for 'Continue with auction', 'Save as draft', 'Back', and 'More'.

Figure: Add/ modify items tab

10. Fill in all mandatory fields like **Item Name**, **Part Number**, **Quantity** and **Currency**

11. Confirm with **OK**

The screenshot shows the 'Modify Line items' interface. At the top, there are buttons for 'OK' (highlighted in red), 'Save as draft', 'Discard changes', and 'More'. Below this is a table with the following columns: 'Item Name*', 'Part Number*', 'Quantity*', 'Price unit', 'Currency*', 'Price per price unit*', 'One time payment', 'Other Costs', 'Tooling Cost', and 'Display in Sourcing List'. The table contains two rows of data: '1 screws' with '123' in Part Number, '10,000 Pack' in Quantity, '1 EUR' in Currency, and '2 scissors' with '456' in Part Number, '20,000 Piece' in Quantity, '10 EUR' in Currency. There are 'Add scenario' links next to the currency values. At the bottom, there are buttons for 'OK', 'Save as draft', 'Discard changes', and 'More'.

Figure: Modify Line items

NOTE: Quantity can contain two fields one with the actual quantity and one with the unit of measurement (e.g. Piece, Pack, Liter, Meter, etc.).

Fields with grey background are filled in by the bidder.

If the field **Price unit** is empty, it automatically will be set to 1.

12. If you want to request items over multiple periods you have to click on **Add scenario**

NOTE: This is only available if scenarios are activated on template level and scenarios are configured for your company by consulting.

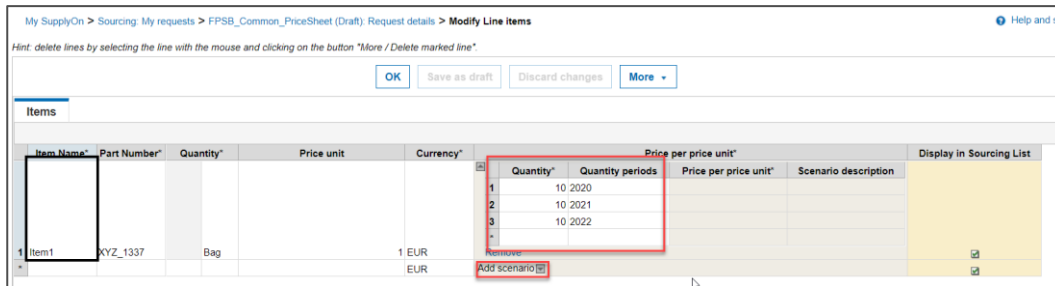


Figure: Add scenario

If scenarios are activated, all items must contain the same **Quantity periods**. When you want to request only one item over more periods, then add the additional **Quantity periods** to all other items and insert quantity 0 for the extra periods you don't want to request.

2.3 Invite registered suppliers

13. Invite supplier(s) with a click on the tab **Suppliers & Colleagues**

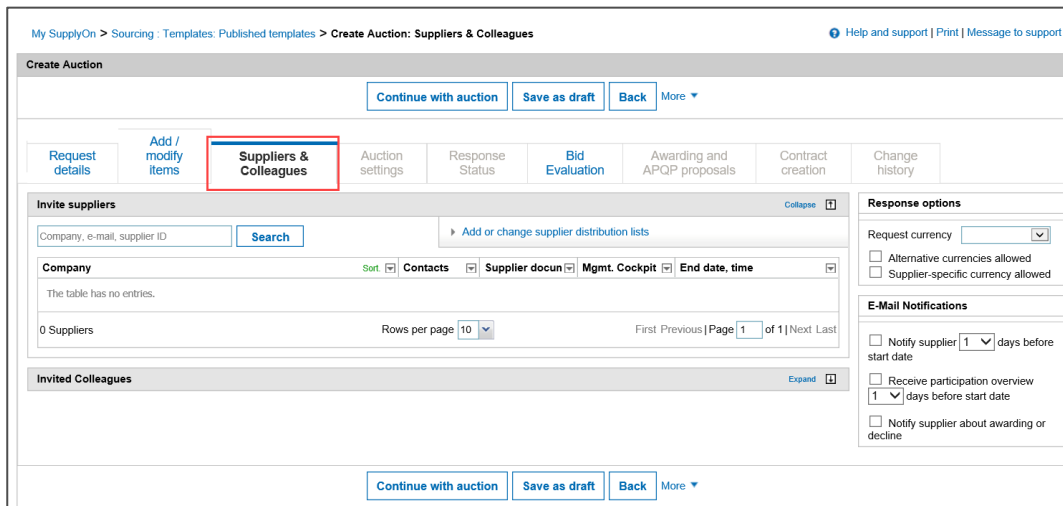


Figure: Suppliers & Colleagues

The invitation principle is the same as for a RFQ:

- Invite registered suppliers
- Invite unregistered- also known as e-Mail access suppliers
- Invite colleagues

14. Enter a company name/ e-mail/ supplier ID and click on **Search**. All registered suppliers are displayed

15. Select the relevant supplier(s) and confirm with **OK**

Figure: Add suppliers

Additionally you can:

- Add or change a distribution list
- Save the suppliers as a distribution list
- Change the invited suppliers

Figure: Suppliers & Colleagues: additional options (invite suppliers)

2.4 Invite E-Mail Access suppliers

- Enter the e-mail address, then click on **Search**, check the address again and confirm the invitation with a click on **Add to invited suppliers** and **OK**.

Figure: Add e-mail access suppliers

The screenshot displays the two invited registered suppliers and one e-mail access supplier.

Figure: Suppliers & Colleagues: invited suppliers

2.5 Invite colleagues

To introduce the auction solution, or to define a substitute, you can easily invite colleagues to the auction.

- To invite your colleagues click on **Expand**

Figure: Invite Colleagues

18. Either enter the name of your colleague, or click on **Search**. You will find only users with a SupplyOn account and the assigned role **SourcingBuyerStandard** within your company.
19. Select the colleague and confirm with **OK**.

Figure: Find and invite colleagues

Additionally you can:

- Add or modify a group of colleagues
- Create or modify personal groups
- Save as a personal Group
- Modify invited colleagues (modify write or reading role)

Figure: Suppliers & Colleagues: additional options (invite colleagues)

NOTE: A group of colleagues is already predefined and cannot be changed. Either the whole group can be assigned to a request or individual members of the group of colleagues.

Personal groups can be created and all current group members are added to the request when assigning a personal group to a request. The user can also specify whether an individual colleague is given read or write access.

2.6 Define Auction settings

20. To define the start time, visibility and price-settings click **Continue with auction**

My SupplyOn > Sourcing : Templates : Published templates > Create Auction: Suppliers & Colleagues Help and support | Print | Message to support

Create Auction

Continue with auction
Save as draft
Back
More ▾

Request details
Add / modify items
Suppliers & Colleagues
Auction settings
Response Status
Bid Evaluation
Awarding
Contract creation
Change history

Invite suppliers Collapse

Company, e-mail, supplier ID Search

- ▶ Add or change supplier distribution lists
- ▶ Save as supplier distribution list
- ▶ Change invited suppliers

Company	Sort	Contacts	Supplier docun	Mgmt. Cockpit	End date, time
trg-serviceseller1		Contacts	Business Direct...	Link	
trg-serviceseller2		Contacts	Business Direct...	Link	

2 Suppliers Rows per page 10 | Page 1 of 1 | Next Last

Suppliers with E-mail Access

E-mail	Sort	End date, time
regina.schmitz@supplyon.cn		

Invited Colleagues Collapse

Name, E-Mail Search

- ▶ Add/Modify Group of Colleagues
- ▶ Create/modify personal Groups
- ▶ Save as personal Group
- ▶ Modify Invited Colleagues

Invited Colleagues:
Aucter, Herb (Write)

Invited Groups: none

Continue with auction
Save as draft
Back
More ▾

Response options

Request currency: EUR

Alternative currencies allowed

Supplier-specific currency allowed

E-Mail Notifications

Notify supplier 1 days before start date

Receive participation overview 1 days before start date

Notify supplier about awarding or decline

Figure: Continue auction

Then the auction overview is displayed on one page. The available settings depend on the auction type, customer specific settings. This example shows a Dutch auction.

My SupplyOn > Settings > My requests > Dutch_Auction_for_sealing (Draft) > Suppliers & Colleagues > Auction settings Help and support | Print | Message to supplier

CREATING DUTCH AUCTION 2.0

DUTCH_AUCTION_FOR_SEALING

Title: Dutch_Auction_for_sealing Start: 12/10/2018 12:46 End: 12:47:37

Auction type

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.

Auction mode

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.

Control elements

The break
 Several bidders can confirm a current price level without the first bidder ending the auction immediately in his favor. Instead, the winner among those bidders who have confirmed the same price level will be determined based on the final price from the bid review or via an external rank.

Bonus/Malus
 This creates the possibility to apply relative or absolute bonus or malus for certain bidders. It is thus possible to see which factors are taken into account in the auction, such as reliability, quality etc.

To store this setting, go to the bidder list.

Visibility settings

Bidder is anonymized for the auctioneer during the auction
 During the auction runtime, supplier names are replaced with fictitious names.

Hide reason of auction end for bidders
 If the auctioneer does not want bidders to see if the auction ended automatically because nobody has confirmed a price, or if he does not want the losers to notice that the auction was ended by a competitor, then you can hide this information for the bidders. The bidders are thus informed that the auction ended, but not why.

Bonus/Malus visible for bidder
 By activating this option the auctioneer enables the visibility of applied bonus/malus for the bidder.

Price settings

Pricing for the entire course of the auction

Starting price: EUR
 Price level: EUR
 End price: EUR

Step duration: Seconds
 Pause between 2 steps: Seconds

Planned auction history

Final price level: 0.00 EUR
 Number of price steps: 1
 Total Times: 1 minutes 30 seconds

Visibilities for the bidder

Display the next price levels to the bidder
 Show last price step to bidder
 Display the price progress chart to the bidder

Further price fields

Target price
 The target price corresponds to the amount of the expected final value of the negotiations.

Historical price
 The historical price is used for statistical calculation of the savings, and provides information on the price improvement after the auction.

1 Items

No.	Product name	Quantity	Price unit
1	Sealing	1,000 Unit(s)	1 (unit price)

3 Selected bidders

Bidder	Location	Bonus/Malus	Calculated starting price
regina.schmitz@supplyon.cn		No bonus/malus provided ✕	0.00 EUR
trg-serviceseller1	Germany	No bonus/malus provided ✕	0.00 EUR
trg-serviceseller2	Germany	No bonus/malus provided ✕	0.00 EUR

Auction settings

Running time

Start of auction: 12 October 2018 12:46
 End of auction: 12 October 2018 12:47
 Date of publication: immediate

Options

Currency: Euro [EUR]
 Automatic award:

Figure: Auction settings

NOTE: if you have left the **Auction settings** and saved the auction as draft, you can click again on **Auction settings** if you want to continue with the auction.

My SupplyOn > Sourcing > My requests > Dutch_Auction_Sealing (Draft): Request details [Help and support](#) | [Print](#) | [Message to support](#)

Dutch_Auction_Sealing (Draft)

[Send auction](#) [Save as draft](#) [Back](#) [More](#) ▾

Request details	Add / modify items	Suppliers & Colleagues	Auction settings	Response Status	Bid Evaluation	Awarding	Contract creation	Change history	Discussions
------------------------	------------------------------------	--	---	---------------------------------	--------------------------------	--------------------------	-----------------------------------	--------------------------------	-----------------------------

You enter the details of your request here.

Figure: Request details

3 Auction Setup (general)

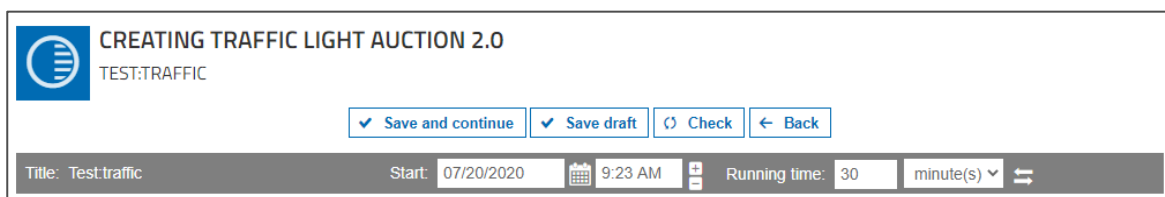
The auction setup is divided into five parts: **Auction type**, **Price fields**, **Items**, **Selected bidders** and **Auction settings**.

In addition there are some parts which are only visible for a particular auction type for example: **Further price fields**, **General prices and costs & Periods**, **Select item structure** (Price, Rank, Traffic Light and FPSB Auctions).

3.1 Define the auction Start date and time

Depending on the auction type The **End date** is calculated automatically as a result of your entries or has to be entered manually

1. Define the start and end date or how long the auction is running.



The screenshot shows a web interface for creating an auction. At the top, it says 'CREATING TRAFFIC LIGHT AUCTION 2.0' and 'TEST:TRAFFIC'. Below this are four buttons: 'Save and continue', 'Save draft', 'Check', and 'Back'. At the bottom, there is a form with the following fields: 'Title: Test:traffic', 'Start: 07/20/2020', a calendar icon, '9:23 AM', a clock icon, 'Running time: 30', a dropdown menu for 'minute(s)', and a refresh icon.

Figure: Start and End Date

3.2 Auction type

The **Auction type** settings depend on the Auction type. Every type has got different settings. Here for example we use a Dutch auction. The settings are always split up in **Auction mode**, **Control elements** and **Visibility settings**.

In the first paragraph the selected auction type is shortly described.

In the **Auction mode** you can choose between a reverse auction with falling price or a forward auction with rising price.

In **Control elements**, you can select the Tie break option, where several bidders can confirm the current price level without ending the auction. Those bidders will be forwarded to the bid confirmation and you define the **Winner selection in case of equal best biddings**. You can also define a **Bonus** or **Malus** per supplier. You decide how to use this functionality best. By default it is not visible for the supplier what you have entered. And you can decide if the bidder has to underbid his/her last bid or not.

Auction type
↑ Minimize

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 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. Only one bidder can see green at a time.

Auction mode

Selection:

Reverse auction
falling price

Forward auction
rising price

Reverse auction - falling price. Purchasing auctions with falling price (reverse auctions) are auctions which are initiated by procurement. The auctioning party puts his requirements up for auction amongst several competing bidders. The goal of the auction is to minimize the purchasing price.

Control elements

- Bidder must underbid his/her last bid**
The bid submission is open for the supplier. The supplier must simply decrease his last bid price by the predefined minimum bid difference.
- Winner selection in case of equal best biddings by Point in time of bidding**
Defines the rule for determining the best bidder if several bidders submitted the same bid at the end of the auction. In the standard case, if the bids are the same, the bidder who submitted his bid first will be the best bidder. The time of processing in the server applies. In the case of automatic awarding, this best bidder will get the award. Subsequent bid processing for price detailing is not provided.
- Bonus/Malus**
This creates the possibility to apply relative or absolute bonus or malus for certain bidders. It is thus possible to see which factors are taken into account in the auction, such as reliability, quality etc.

Figure: Control elements

In **Visibility settings**, supplier names can be replaced by fictitious names during the auction, the reason for the auction end can be hidden and Bonus / Malus can be set visible for bidders.

Visibility settings

- Bidder is anonymized for the auctioneer during the auction**
During the auction runtime, supplier names are replaced with fictitious names.

Figure: Visibility settings

3.3 Price fields

In this setting you can adjust the price. The mandatory fields (marked with a orange star) are not the same for every type of auction. In the table below there are explanations for some available price fields in a Dutch auction.

STARTING PRICE	DEFINE THE STARTING PRICE FOR THE AUCTION
End price:	Define the End price for the auction. This is the maximum price you are willing to pay.
Price level:	Define the amount for each step. You either ensure that the amount for the bidding step can be divided by the difference between the end price and the starting price, or if the price step can't be divided equally, the last step

	will be not the exact price step, but fill the gap to the end price.
Number of price steps:	Is calculated automatically.
Step duration:	This is the time until the next price step starts.
Pause between two steps:	This is also called the quiet time. This pause is there to have synchronous bids as there can be delays because of some bidders have slower internet connections than others. For example you can set it to 5 seconds.
Total Times:	Is calculated automatically.

Price settings
Update

Pricing for the entire course of the auction

Starting price: * EUR

Price step interval: * EUR

End price: * EUR

Step duration: * Seconds ▼

Pause between 2 steps: * Seconds

Planned auction history

Final price step: 100.00 EUR

Number of price steps: 10

Total duration: 10 minutes 45 seconds

Visibilities for the bidder

Display the next price levels to the bidder

Show last price step to bidder

Display the price progress chart to the bidder

Further price fields
↑ Minimize

Figure: Price settings

In other auction types there are for example the following price fields available: **Maximum price / Reservation price, Minimum bid difference, Maximum bid difference, Historical price, Target price.** A short description is underneath every field.

In addition you can create new price fields if something is missing.

3.4 Items

Here you can see the **Line Items** with **Part number, Quantity, Price Unit**

6 Items			
No.	Item name ^	Part number ^	Quantity ^
1	Item 1	11	10 Unit(s)
2	Item 2	22	20 Unit(s)
3	Item 3	33	30 Unit(s)
4	Item 4	44	40 Unit(s)
5	Item 5	55	50 Unit(s)
6	Item 6	66	60 Unit(s)

Figure: **Item settings**

3.5 Selected bidders

In this tab you can see all the invited bidders with their location and if selected earlier, you can provide Bonus/Malus by clicking on the tool icon.

2 Selected bidders		
Bidder	Location	Bonus/Malus
[Redacted]	Germany	No bonus/malus provided ✕
[Redacted]	Germany	No bonus/malus provided ✕

Figure: **Selected bidder settings**

3.6 Auction Settings

In the area **Auction Settings** you define the **Date of publication**. From this time on the suppliers will see the auction on their Open requests screen.

You also define the **Automatic award of contract**.

Auction settings

Running time

Start of auction: July 01, 2020 2:30 PM

End of auction: July 01, 2020 3:00 PM

Date of publication: ? immediate

Options

Currency: Euro [EUR]

Automatic award of contract:

?

Figure: **Auction settings**

NOTE: Automatic awarding compares all bids automatically and gives the awarding to the supplier with the best bid.

If you do not check the option **Automatic awarding**, you need to award the supplier manually.

My SupplyOn > Sourcing > My requests > FPSB_Auction Sealing (Closed): Awarding and APQP proposals Help and support | Print | Message to support

FPSB_Auction Sealing (Closed) Save Back More ▾

Request details View items Suppliers & Colleagues Auction settings Response Status Bid Evaluation **Awarding** Contract creation Change history Discussions

Supplier	Line items	Awarding	Comment
Please select a supplier. tq-serviceseller1 tq-serviceseller2			

Save Back More ▾

Figure: **Manual awarding**

NOTE: In **Manual awarding** you can give the awarding only to suppliers that have submitted a bid. It does not necessarily have to be the supplier with the best bid.

3.7 Finalize the auction

After defining the settings click on **Check**. You either receive messages (in blue) or warnings (in red).

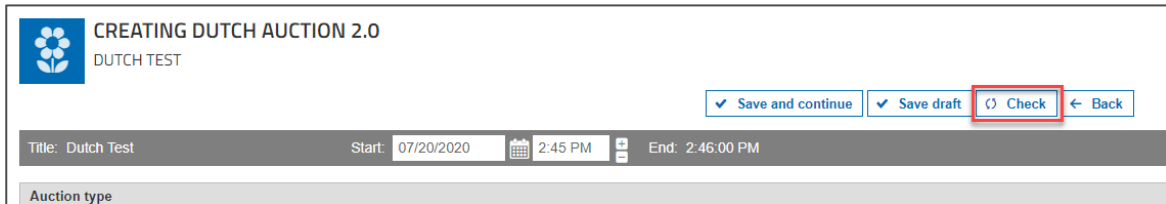


Figure: **Check all auction settings**

NOTE: **Check** validates your entries against system conditions and restrictions.

The auction can be published with a click on **Save and Continue**.

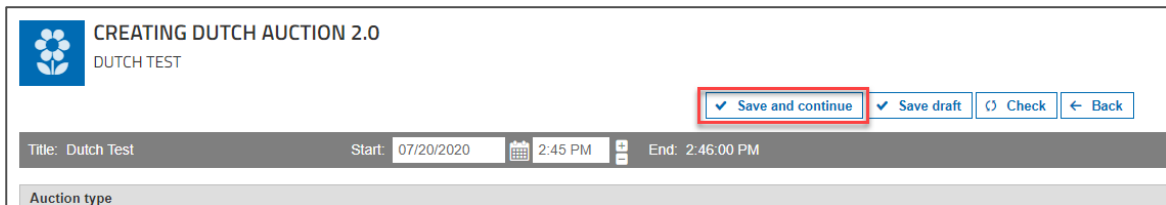


Figure: **Save and continue**

Finally send the auction to the invited suppliers with the button **Send auction**.

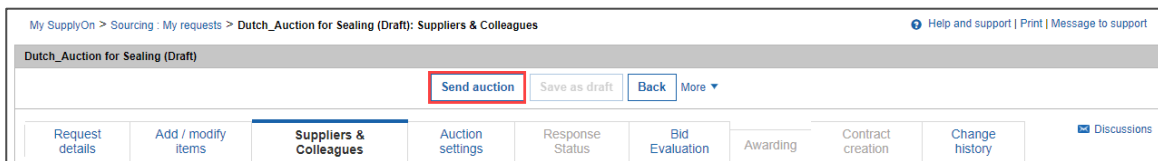


Figure: **Send auction**

4 Perform Auctions (general)

This chapter shows how active, closed and awarded auctions look like. This chapter is focusing on common parts, which are available for most auction types . The differences between the auction types are described later.

4.1 Published Auction

A published Auction has got an orange time bar. You can see how many invited bidders already read and confirmed or declined the auction.

AUCTION OVERVIEW

ENGLISH

← Back
→ More ▾

↻ Update

Running time

History

Reference: 4955069183

Publication: ? July 21, 2020 12:55 PM (instantly)

Start of auction: July 21, 2020 1:10:00 PM

End of auction: July 22, 2020 7:10:00 PM

Time zone: Central European Time (ECT)

Extension:

Extension trigger: New bids in the trigger time activate an extension

Allowed extensions: Unlimited

Trigger time: 3 minute(s)

Prolongation by: 5 minute(s)

▶ Start 07/21/2020 **1:10:00 PM** End 07/22/2020 **7:10:00 PM**
Auction starts in **00:11:30**

1 Messages

i Note The bid precalculation phase is active for the bidders until the start of the auction.

Feedback

Invited bidders

Confirmed

0

0%

Read by

1

50%

Declined

0

0%

Invited

2

Items

2 Items

No.	Item name ^	Part number ^	Quantity ^	Price unit ^
1	Item 1	123	100 Unit(s)	1 (unit price)
2	Item 2	456	250 Unit(s)	1 (unit price)

Auction type

Price settings

If you want to check which supplier has confirmed, click on the tab **Invited bidders**.

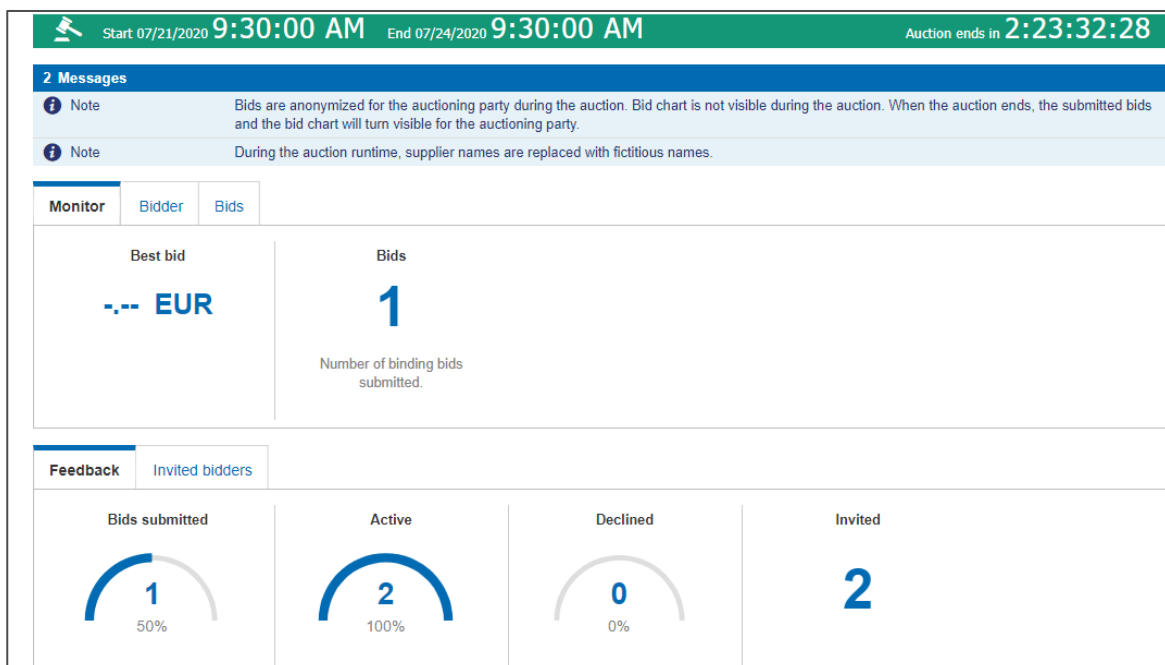
Feedback		Invited bidders
Bidder ▲	Location ^	
● trg-roadseller2	Germany	
● trg-ZZ Technik GmbH	Germany	

Figure: Auction settings

NOTE: Bidders that confirmed their participation are marked as green. Bidders that have not answered yet or have declined are marked as red.

4.2 Active Auction

Because of the green bar where the Start and End date of the auction is displayed, you can identify an active auction.



4.3 End of the Auction

The auction can be closed by several options:

- End Date is reached
- Bidder accepted the current price step (Dutch auction)
- All bidders submitted their bid (FPSB auction)
- last remaining bidder who confirms the currently displayed price step (Japanese auction)

After the auction was closed you can see the results in the auction settings.

In the screenshot below you can see an example for a price auction. This overview also depends on the auction types. It does not exactly look like this for every type of auction. The exactly structure for every auction type is explained later. (see capital 5)

Start 07/21/2020 **9:30:00 AM** End **9:58:19 AM**
server time **09:59:48 AM**

Monitor

Chart

Bidder

Bids

Best bid

2,250.00 EUR

trg-ZZ Technik GmbH

Bids

2

Number of binding bids submitted.

Award of contract

Feedback

Invited bidders

Status of award of contract

The auction was awarded to the best bidder.

Awarding volume

2,250.00 EUR

The award was in Euro

Awarded to

Bidder: trg-ZZ Technik GmbH

Best bid: bx132850

Awarding date: July 21, 2020 9:58 AM

Contracting authority: Automatic award of contract

Items

No.	Item name ^	Part number ^	Quantity ^	Price unit ^
1	Item 1	11	150 Unit(s)	1 (unit price)

Auction type

Below those tabs with the results, you can see your items, auction type and price settings.

4.4 Extend / Shorten, Pause or Close Auction

Depending of the auction type you have the possibility to extend, shorten, pause or close an auction. With a click on the drop down next to **More** you can select what you want to perform.

AUCTION OVERVIEW

FPSB_AUCTION SEALING

← Back
→ More ▾

Auction data	Update
Number / Type: 4865956294 / single-item Sealed-B	<div style="border: 2px solid red; padding: 2px;"> <ul style="list-style-type: none"> → Extend/Shorten the auction → Pause auction → Close Auction </div>

Running time

History

Publication: ?	12 October 2018 14:34 (instantly)
Start of auction:	12 October 2018 14:36
End of auction:	12 October 2018 16:06
Time zone:	ECT (Central European Time)

Figure: Auction settings

4.5 Bonus/ Malus

You can define a Bonus or Malus here or directly in the supplier overview.

1. Click onto the red marked area.

3 Selected bidders			
Bidder	Location	Bonus/Malus	Calculated starting price
regina.schmitz@supplyon.cn		No bonus/malus provided ✖	10.00 EUR
trg-serviceseller1	Germany	No bonus/malus provided ✖	10.00 EUR
trg-serviceseller2	Germany	No bonus/malus provided ✖	10.00 EUR

Figure: Auction settings

You have the possibility to enter individual values per supplier. Define a **Bonus** or **Malus** as a percentage or as a fixed rate per supplier.

Bonus/Malus for 'trg-serviceseller1'
✖

Please enter a rating for the chosen bidders. Bid prices can be calculated with a bonus or malus as a fixed rate or a percentage relative to the bid.

i Bonus/Malus applied to the total bid price.

Percentage: %

Fixed rate: EUR

Calculation basis:

1. percentaged, 2. total (default)

1. total, 2. percentaged

Internal comments:

Figure: Auction settings: Bonus/ Malus

NOTE: The supplier will see a different starting price and price step, but it is not obvious for him, if a Bonus or Malus has been added.

For further details of using this Bonus / Malus functionality contact your internal key user for auctions.

4.6 Auction Excel Report

You can download an auction Report when the auction is finished. To download it please click on **Excel download**.

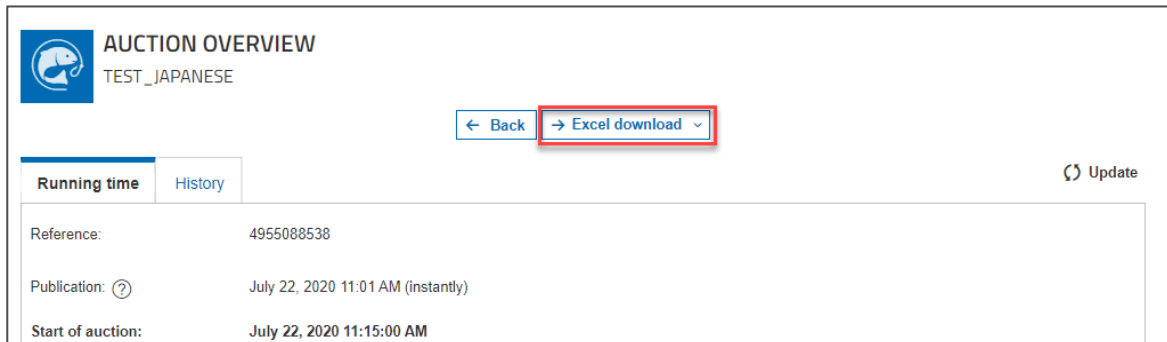


Figure: **Excel download**

Now you see this screen. A download automatically starts.

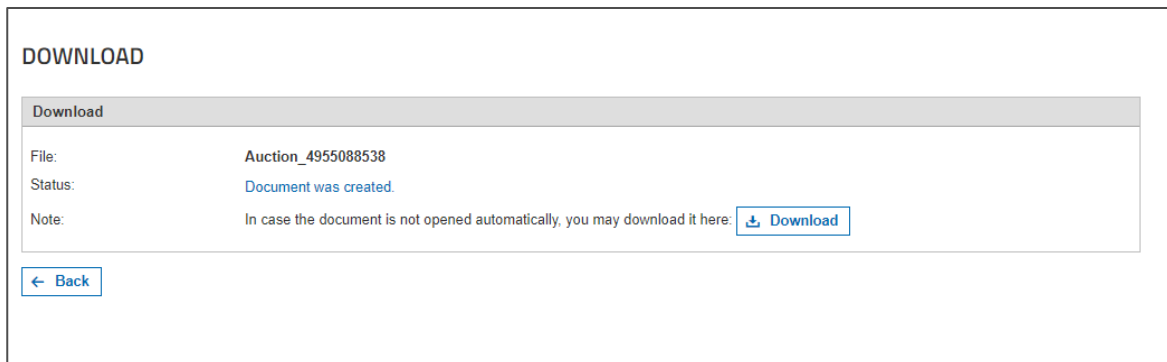


Figure: **Download**

This Report contains a cover, Items, Bidder data, Bidder comparison, Bidder camparios 2, Bids and the invited Bidders tab in Excel.

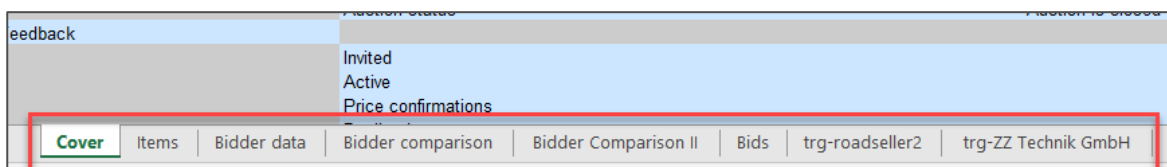


Figure: **Report Overview in Excel**

5 Auction Setup & Performance (specific)

5.1 Item structure

If enabled and you if you have more than one Line item you can change the item structure between **Multi-item auction**, **Single item in a multi-lot auction** and **Multi-item in a multi-lot auction**. This choice has got impact on the **Price fields** and **Items** settings.

This setting is only enable for Price, Rank, Traffic Light and FPSB Auctions.

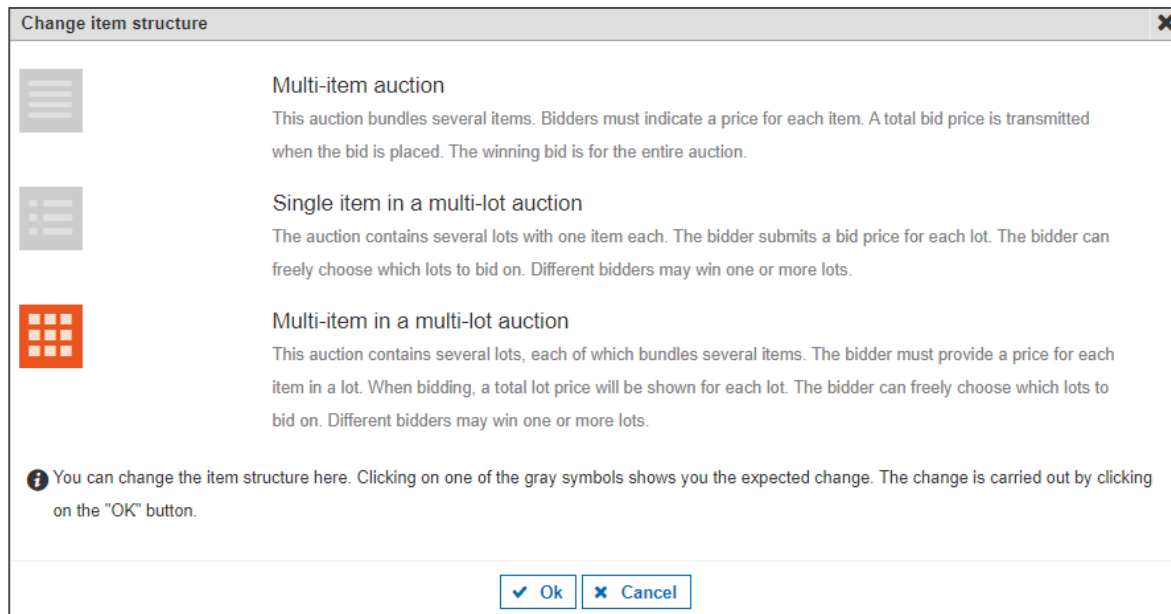


Figure: **Change item structure**

Default option is **Multi-item auction**, this is the structure explained in the auction Setup (general) (see chapter 3.).

If you choose the other item structures, the **Price fields** and **Items** settings disappear and are summarized in a new tab (see below).

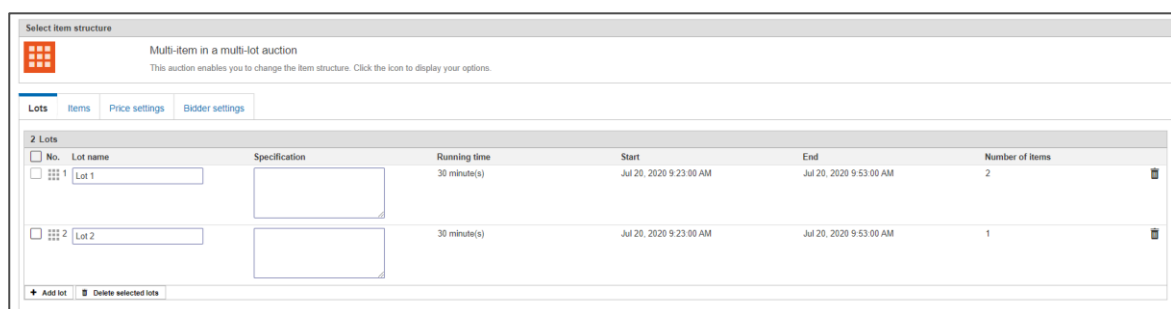


Figure: **Lot settings**

You can edit the settings of the price and items here. There is also a new tab **Bidder settings** where you can decide who can bid for which lot.

5.2 Period settings

When you entered a Period for the Line items additional options appear in the auction settings.

For example you can set price reduction levels in the **Auction settings**

Additional price fields e.g. Tooling Costs which should apply over all periods can be setup by SupplyOn Consulting

Figure: Period Settings

Quantity ^	Price unit ^	Item details		
Periodically in Unit(s)	1 (unit price)	X		
Bonus/Malus	Calculated starting price	Total B/M & TCO adder ?	Total transfer price ?	Calculated end price ?
No bonus/malus provided X	0.00 EUR	0.00 EUR	---	0.00 EUR
No bonus/malus provided X	0.00 EUR	0.00 EUR	---	0.00 EUR

Figure: Item details

Figure: General prices and costs

5.3 Rank Auction (Hitachi Astemo Standard Auction)

HITACHI Astemo

REMARK: Rank Auction is the defined standard auction type for Hitachi Astemo Users. Pls. consider this type as your preferred auction type

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 currently best competitive bid.

This is the auction overview when editing the auction settings.

CREATING RANKING AUCTION 2.0

RANK_AUCTION_TEST

Save and continue Save draft Check Back

Title: Rank_Auction_Test Start: 02/20/2020 12:44 PM Running time: 30 minute(s)

Auction type ↑ Minimize

Ranking auction

The bids auction represents an intermediate stage of price auction and traffic light auction. The bidder must reduce his / her best bid depending on the auction setup (purchase auction - falling price) or increase (sales auction rising price). After each bid, bidders will only be shown their rank relative to other bidders for positioning in the entry field. Bidders will not receive any information about the currently most competitive bid.

Auction mode

Reverse auction - falling price

Purchasing auctions with falling price (reverse auctions) are auctions which are initiated by procurement. The auctioning party puts his requirements up for auction amongst several competing bidders. The goal of the auction is to minimize the purchasing price.

Control elements

- Bidder must underbid his/her last bid**
The bid submission is open for the supplier. The supplier must simply decrease his last bid price by the predefined minimum bid difference.
- Winner selection in case of equal best biddings by Point in time of bidding**
Defines the rule for determining the best bidder if several bidders submitted the same bid at the end of the auction. In the standard case, if the bids are the same, the bidder who submitted his bid first will be the best bidder. The time of processing in the server applies. In the case of automatic awarding, this best bidder will get the award. Subsequent bid processing for price detailing is not provided.
- Bonus/Malus**
This creates the possibility to apply relative or absolute bonus or malus for certain bidders. It is thus possible to see which factors are taken into account in the auction, such as reliability, quality etc.
- To store this setting, go to the selected bidders overview.**

Visibility settings

- Only best bidder can see his rank**
If the bidder is the best with the submission of his new bid, he will be ranked 1, otherwise there will be no information.
- Each bidder sees his rank**
From the first bid, the bidder's internal rank is calculated and displayed. This may change during the entire term depending on the participating bidders. This option extends the standard.
- Bidder is anonymized for the auctioneer during the auction**
During the auction runtime, supplier names are replaced with fictitious names.
- Bonus/Malus visible for bidder**
By activating this option the auctioneer enables the visibility of applied bonus/malus for the bidder.

Price settings ↑ Minimize

- Starting price**
The starting price limits the amount of the first bid. This can be specified individually by the auctioneer and is usually based on the result of a pre-negotiation carried out.
- Target price**
The target price corresponds to the amount of the expected final value of the negotiations.
- Historical price**
The historical price is used for statistical calculation of the savings, and provides information on the price improvement after the auction.
- Maximum price / Reservation price**
The maximum price (reservation price) defines the buyer's upper limit of willingness to pay. The maximum price is only visible to the buyer. An award of contract only takes place if the maximum price is undercut.
- Minimum bid difference**

EUR
 percentage

Also referred to as the minimum bid step. In order to submit a further bid, the new bid must be superior to the previous bid by at least this specified amount.
- Maximum bid difference**

%

Activating this option will limit the difference between a new bid and either the previous personal bid or the current best bid of the competitors. If the limit is exceeded, the bidder receives an error message. The submission of the bid is only possible when the limit is adhered to.

Figure: Overview auction settings

When the auction is active you can see a chart where the submitted bids are displayed. The best bids with supplier and the number of bids are also shown in this overview.

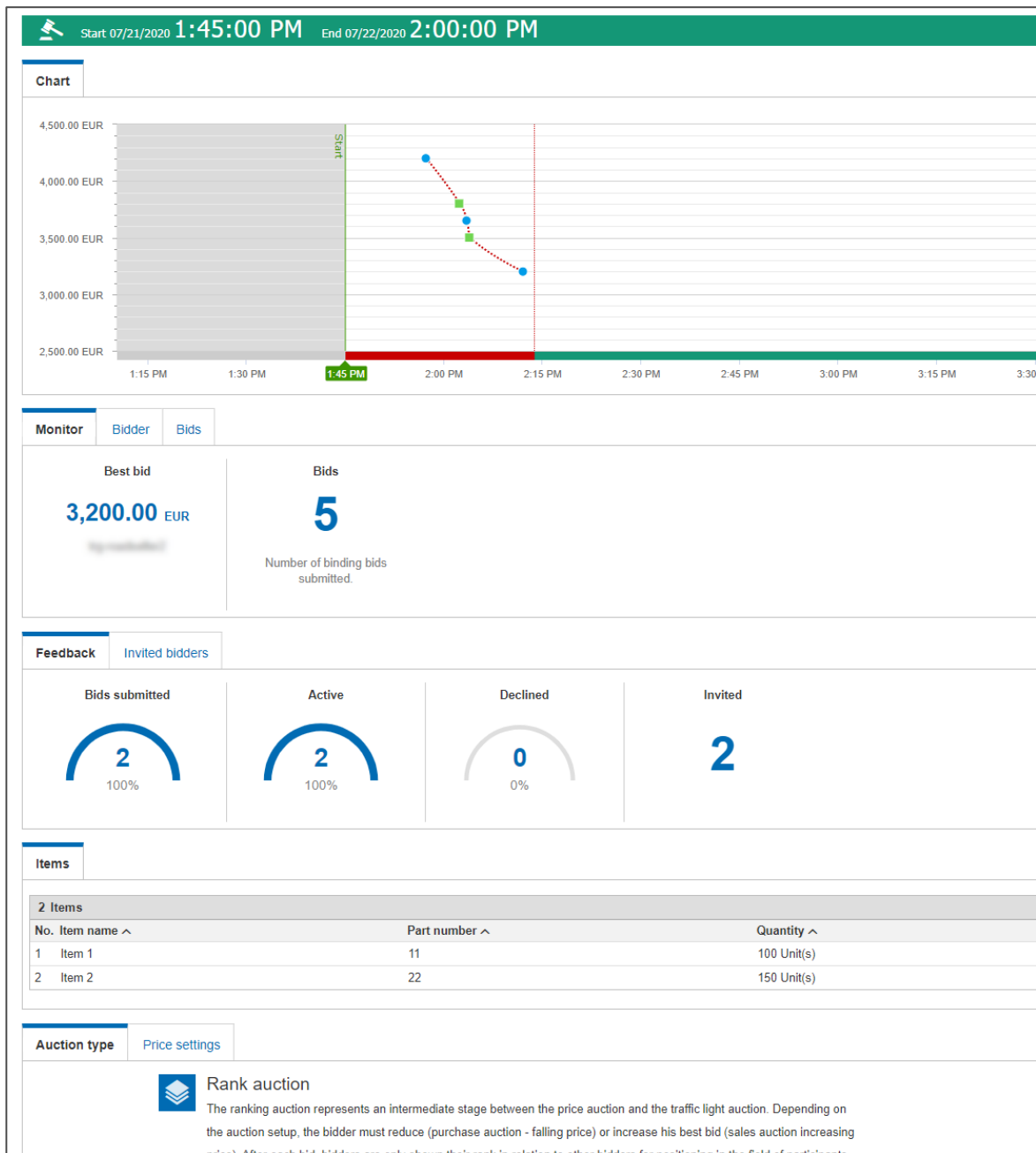


Figure: Overview of an active RANK auction

When the auction finished the awarding volume, best bid, number of bids, status of award and the awarded bidder are shown.

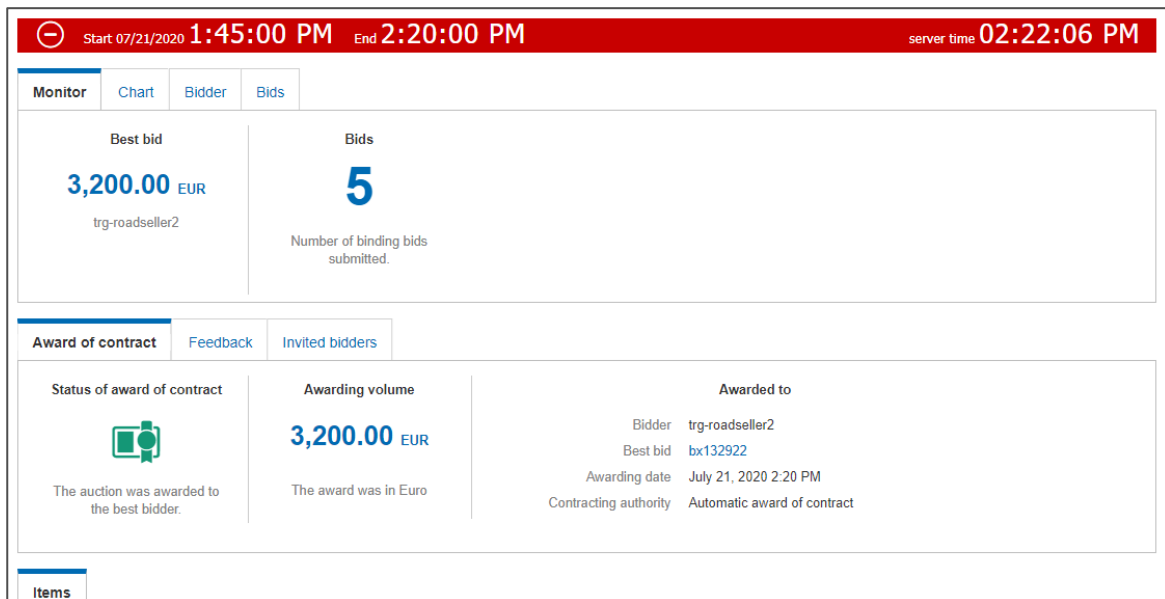
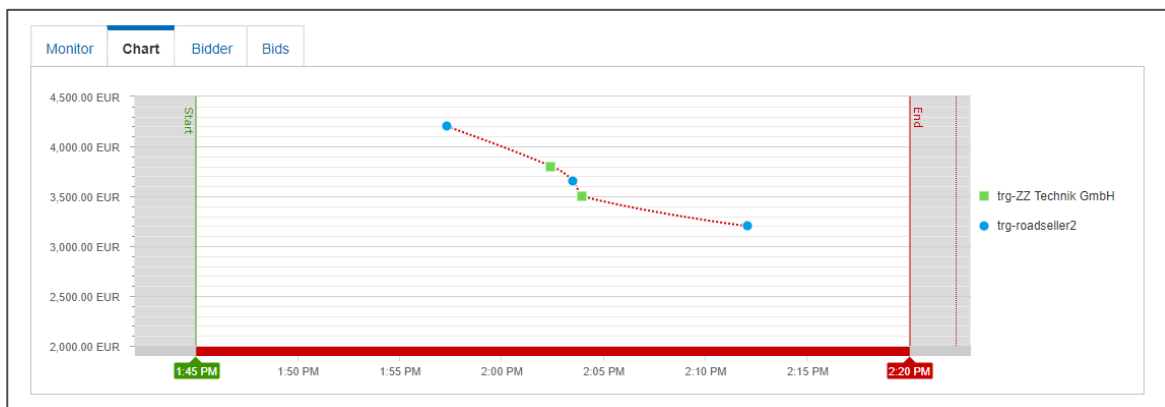


Figure: Overview of an closed Price auction

For more details have a look at the other tabs (Chart, Bidder, Bids).



Bidder	Bids	Best bid ID	Time	Bid price	Performance	Rank	Award of contract
trg-roadseller2	3	bx132922	2:12:03 PM	3,200.00 EUR	23.8 % -1,000.00 EUR	1	
trg-ZZ Technik GmbH	2	bx132920	2:03:56 PM	3,500.00 EUR	7.9 % -300.00 EUR	2	

Figure: More auction details

HITACHI Astemo

Remark: Next chapters explain further available auction types for use by Hitachi Astemo users

5.4 Dutch Auction

A Dutch auction is a one click auction. At the Dutch auction, the auctioneer defines a relatively low starting price. The offer price automatically increases in a defined time interval by a specified bid increment depending on the setting until a bidder accepts the current bid. If no tie-break option is activated, the first bidder accepting the current bid closes the auction for all participants.

The price steps are depending on your settings (see Screenshot below).

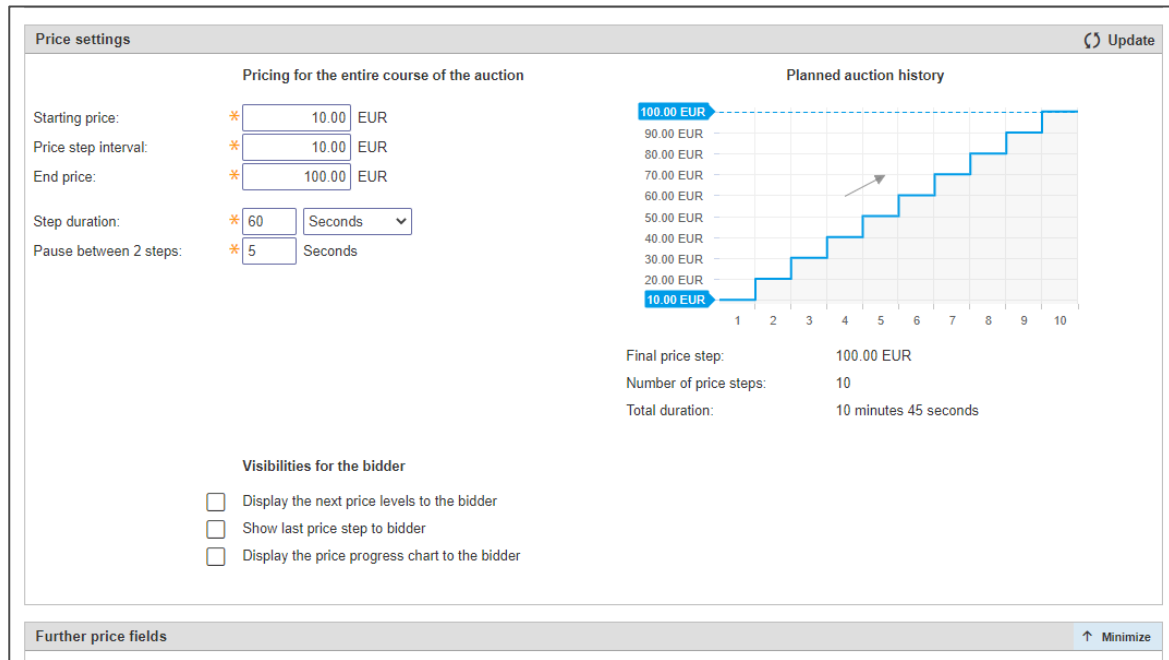


Figure: Price settings

This is how an active Dutch auction looks like.

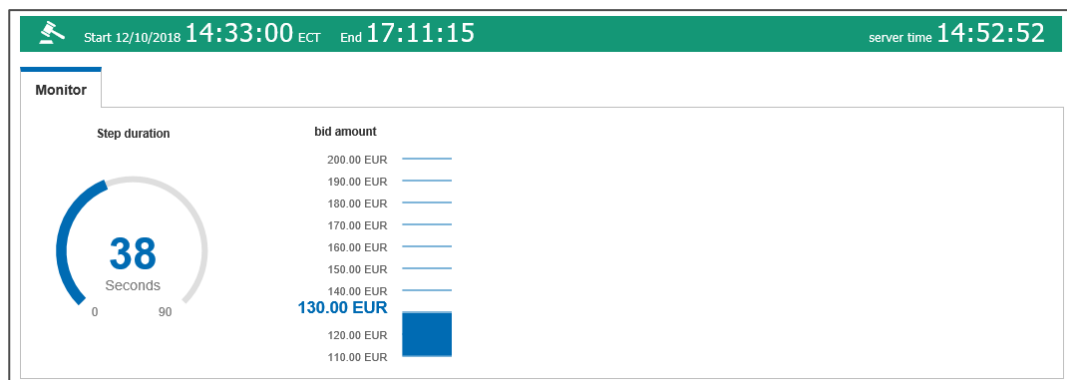


Figure: Overview of an active Dutch auction

The auction stops immediately after one supplier confirmed the price. The **Monitor** displays the price of confirmation and your saving is displayed in percentage and total amount.

5.5 First Price Sealed Bid

This auction type can be used for example after a standard auction or in tie break situations.

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.

This is an auction overview when creating an FPSB auction.

CREATING FPSB AUCTION 2.0

FPSB_DEMO

Save and continue
Save draft
Check
Back

Title: FPSB_Demo Start: 07/21/2020 10:15 AM Running time: 30 minute(s)

Auction type

FPSB Auction

The first price sealed bid auction is an auction in which bidders submit their bids one-time and concealed from other participants. The bidders do not receive any competition information or status feedback from the system after the bid has been sent. The award to the best bidder, manually or automatically, can only take place after the auction has ended.

Auction mode

Reverse auction

Purchasing auctions with falling price (reverse auctions) are auctions which are initiated by procurement. The auctioning party puts his requirements up for auction amongst several competing bidders. The goal of the auction is to minimize the purchasing price.

Control elements

- Winner selection in case of equal best biddings by Point in time of bidding**
Defines the rule for determining the best bidder if several bidders submitted the same bid at the end of the auction. In the standard case, if the bids are the same, the bidder who submitted his bid first will be the best bidder. The time of processing in the server applies. In the case of automatic awarding, this best bidder will get the award. Subsequent bid processing for price detailing is not provided.
- Bonus/Malus**
This creates the possibility to apply relative or absolute bonus or malus for certain bidders. It is thus possible to see which factors are taken into account in the auction, such as reliability, quality etc.
- To store this setting, go to the selected bidders overview.

Visibility settings

- View of competitor's information is disabled**
Bids are anonymized for the auctioning party during the auction. Bid chart is not visible during the auction. When the auction ends, the submitted bids and the bid chart will turn visible for the auctioning party.
- Bidder is anonymized for the auctioneer during the auction**
During the auction runtime, supplier names are replaced with fictitious names.
- Bonus/Malus visible for bidder**
By activating this option the auctioneer enables the visibility of applied bonus/malus for the bidder.

Price fields ↑ Minimize

- Starting price**
The starting price limits the amount of the first bid. This can be specified individually by the auctioneer and is usually based on the result of a pre-negotiation carried out.
- Target price**
The target price corresponds to the amount of the expected final value of the negotiations.
- Historical price**
The historical price is used for statistical calculation of the savings, and provides information on the price improvement after the auction.
- Maximum price / Reservation price**
The maximum price (reservation price) defines the buyer's upper limit of willingness to pay. The maximum price is only visible to the buyer. An award of contract only takes place if the maximum price is undercut.

Create new price field

Figure: Overview of the auction settings

The duration of the auction is displayed like this. You see how long the auction is running and where the bids of the suppliers are placed on the chart.

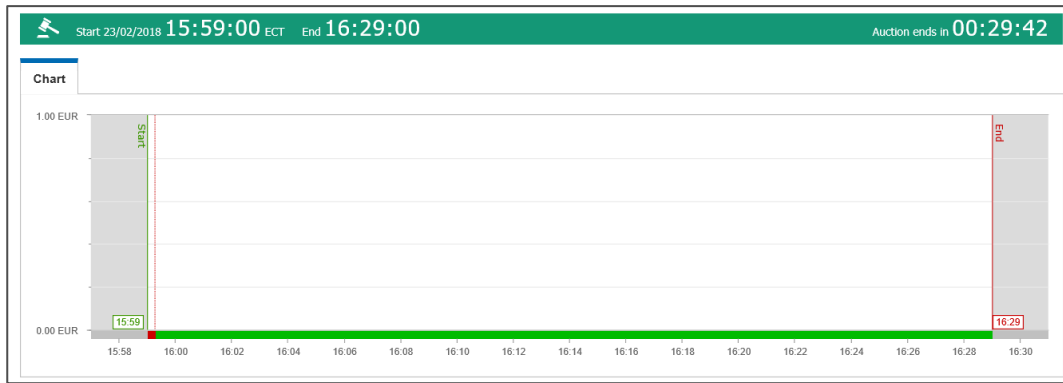


Figure: Overview of an active FPSB auction

If you have defined that you are able to see bids the screen looks like this. Two bids were submitted shortly after the start of the auction.

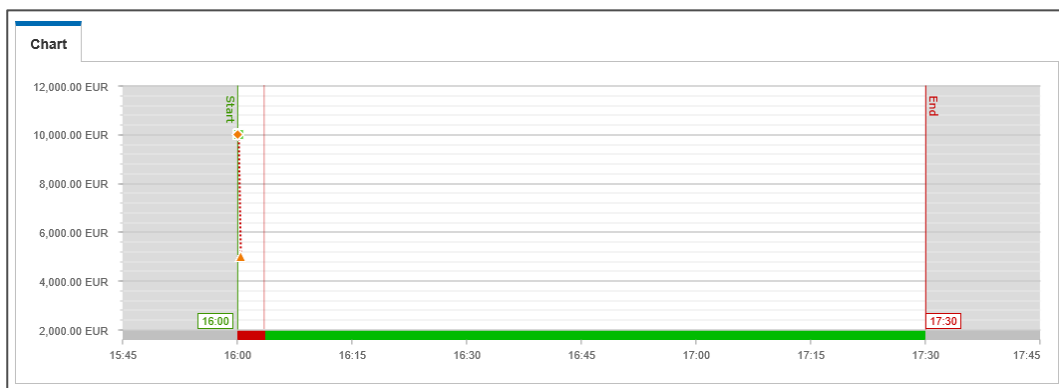


Figure: auction chart with submitted bids

You can find the bids also in the **Monitor**.

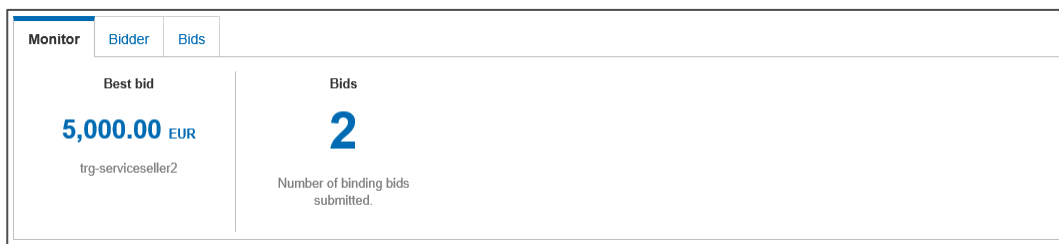


Figure: Auction Monitor

More details are displayed in the tab **Bidder**.

Bidder		Bid			
Bidder ▲	Bids ^	ID	Time ^	Bid price ^	Performance ^
trg-serviceseller1	1	bx101889	16:05:21	680.00 EUR	0 %
trg-serviceseller2	1	bx101891	16:06:10	675.00 EUR	0 %

Figure: Bidder Overview

Further details can be found in **Bids**.

ID ^	Time v	Bidder ^	Editor ^	Bid price ^
bx101891	16:06:10	trg-serviceseller2	Mario Salgueiro	675.00 EUR
bx101889	16:05:21	trg-serviceseller1	Paul Morgan	680.00 EUR

Figure: Bid details

5.6 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 the auction overview when editing the auction settings.

CREATING JAPANESE AUCTION 2.0
TEST_JAPANESE

Save and continue Save draft Check Back

Tab: Test_Japanese Start: 07/22/2020 11:03 AM End: 11:04:22 AM

Auction type 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.

Auction mode Reverse auction - falling price

Purchasing auctions with falling price (reverse auctions) are auctions which are initiated by procurement. The auctioning party puts his requirements up for auction amongst several competing bidders. The goal of the auction is to minimize the purchasing price.

Control elements

- Hong Kong - Auction
The auction continues until no bidder has confirmed a next price step.
- Selection of winner in case of confirmation of the same price
 - Point in time of bidding (Default) v
 Defines the rule for determining the best bidder if several bidders have confirmed the same price level at the end of the auction. In the standard case, if several bidders have confirmed the same price level, the bidder who submitted his price confirmation first is identified as the best bidder. The time of processing in the server applies. In the case of automatic awarding, the best bidder will get the award.
- Bonus/Malus
This creates the possibility to apply relative or absolute bonus or malus for certain bidders. It is thus possible to see which factors are taken into account in the auction, such as reliability, quality etc.
 - To store this setting, go to the selected bidders overview.

Visibility settings

- Bidder is anonymized for the auctioneer during the auction
During the auction runtime, supplier names are replaced with fictitious names.
- Hide reason of auction end for bidders
If the auctioning party does not want bidders to see if the auction ended automatically because nobody has confirmed a price, or if he does not want the losers to notice that the auction was ended with a competitor, then you can hide this information for the bidders. This only informs the bidders that the auction ended but not why.
- Bonus/Malus visible for bidder
By activating this option the auctioneer enables the visibility of applied bonus/malus for the bidder.

Price settings Update

Pricing for the entire course of the auction

Starting price: 2,000.00 EUR
Price step interval: 100.00 EUR
End price: 500.00 EUR
Step duration: 60 Seconds
Pause between 2 steps: 5 Seconds

Planned auction history

Final price step: 500.00 EUR
Number of price steps: 16
Total duration: 17 minutes 15 seconds

Visibilities for the bidder

- Display the next price levels to the bidder
- Show last price step to bidder
- Display the price progress chart to the bidder

Further price fields Minimize

- Target price
The target price corresponds to the amount of the expected final value of the negotiations.
- Historical price
The historical price is used for statistical calculation of the savings, and provides information on the price improvement after the auction.
- Create new price field

Figure: Auction settings

In the active auction you see how many suppliers confirmed the currently displayed price and the time left for the next price step.

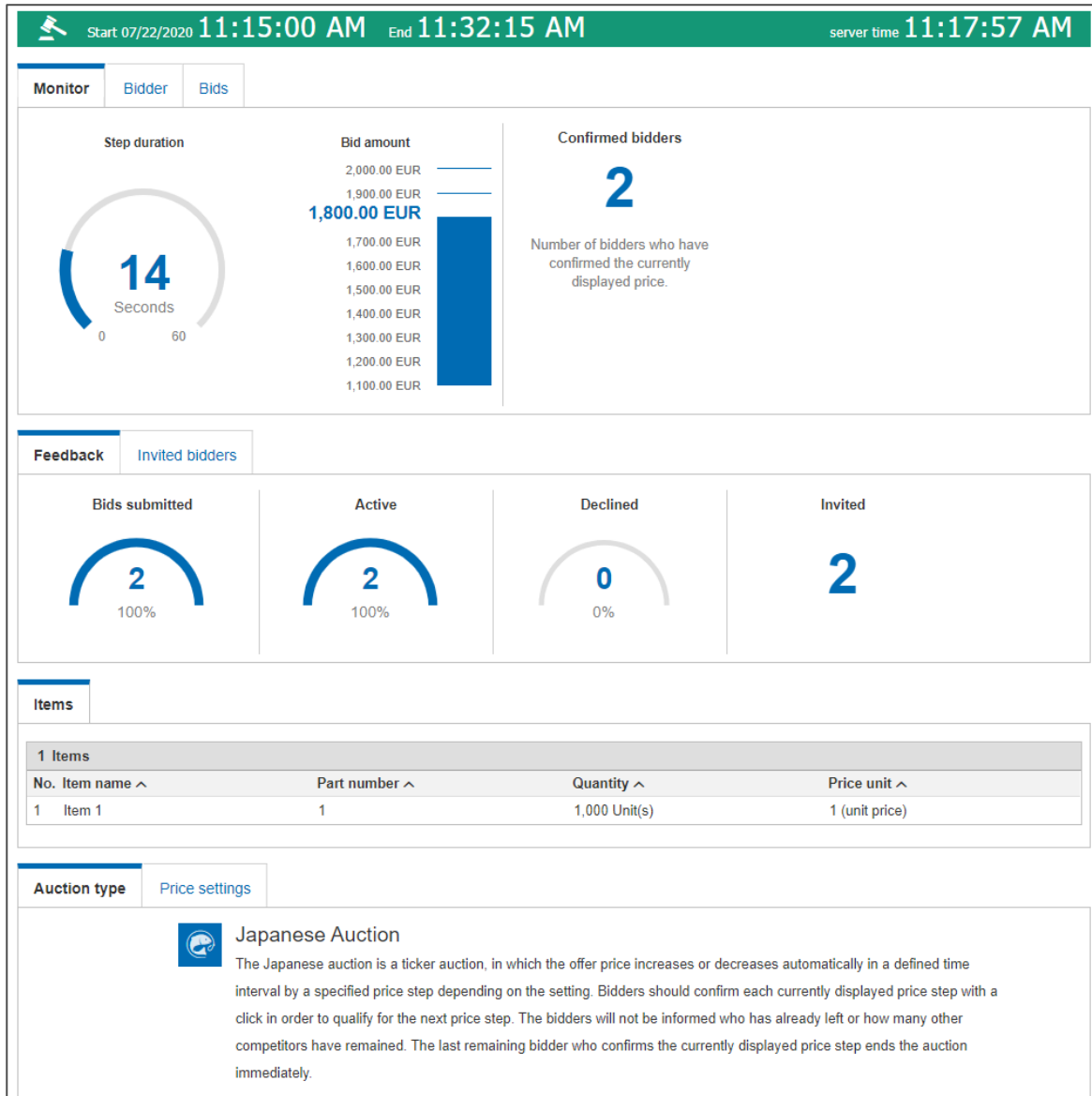


Figure: Overview of an active Japanese auction

When the auction has ended you can see the confirmed price, your saving and the awarded supplier.

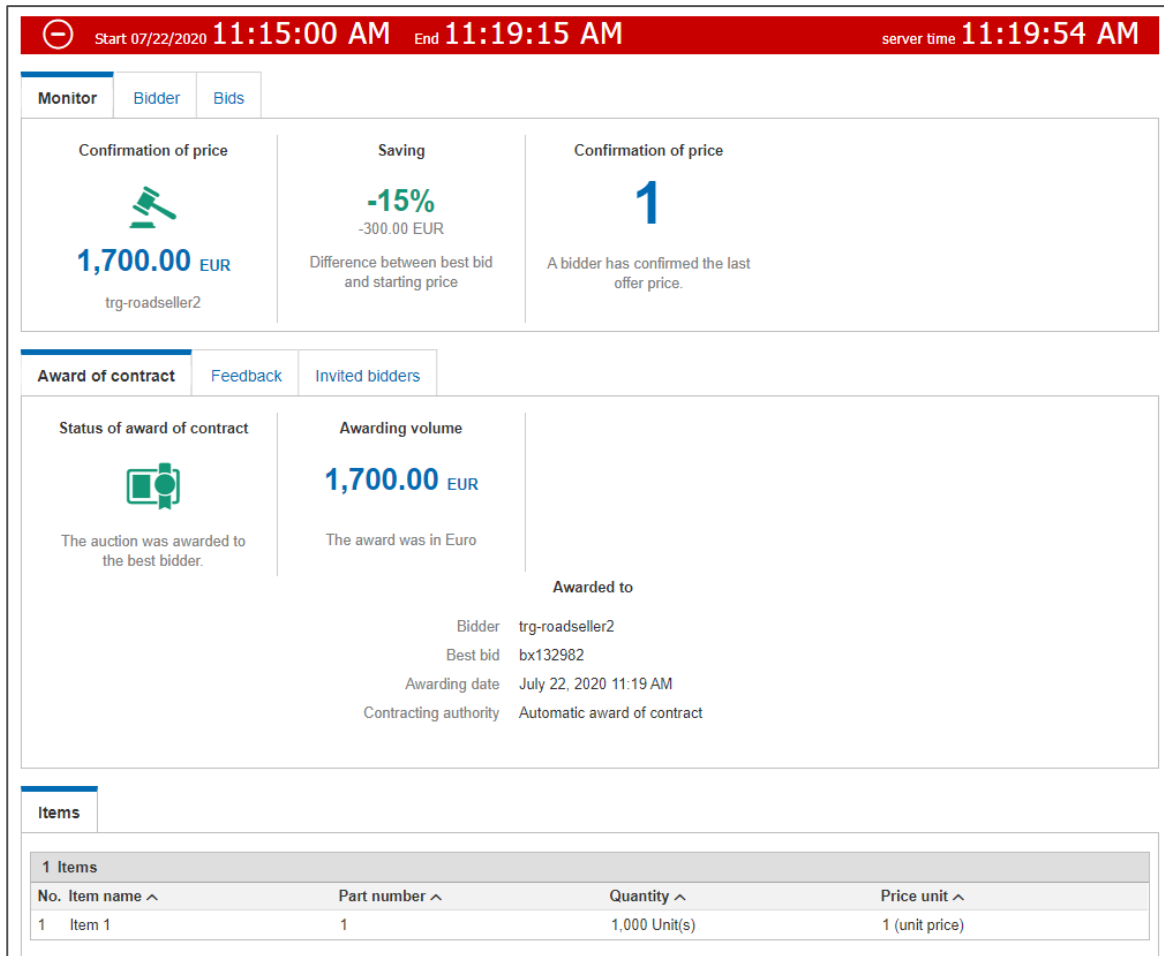


Figure: Overview of an closed Japanese auction

5.7 Price/ English 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.

This is the auction overview when editing the auction settings.

CREATING PRICE AUCTION 2.0

AUCTION_TEST_2020_V3

✓ Save and continue
✓ Save draft
⌂ Check
← Back

Title: Auction_Test_2020_v3
Start: 02/20/2020
1:30 PM
Running time: 30 minute(s)

Auction type
↑ Minimize

Price auction

Bidders must, for example, based on a starting price, reduce the bid price depending on the auction setup (purchase auction - falling price) or increase (sales auction - rising price). Bidders may bid multiple times based on their last bid or the best bid currently made by a competitor. During the auction, all bidders will receive anonymous information about the bids of their competitors. The bidder with the best bid wins the bid at the end of the auction.

Auction mode Selection:

Reverse auction
falling price

Forward auction
rising price

Reverse auction - falling price. Purchasing auctions with falling price (reverse auctions) are auctions which are initiated by procurement. The auctioning party puts his requirements up for auction amongst several competing bidders. The goal of the auction is to minimize the purchasing price.

Control elements

- Bidder must underbid his/her last bid**
The bid submission is open for the supplier. The supplier must simply decrease his last bid price by the predefined minimum bid difference.
- Bidder must underbid the best bid**
In this mode, the new bid price must be better than the current best bid less the set minimum bid difference.
- Winner selection in case of equal best biddings by Point in time of bidding**
Defines the rule for determining the best bidder if several bidders submitted the same bid at the end of the auction. In the standard case, if the bids are the same, the bidder who submitted his bid first will be the best bidder. The time of processing in the server applies. In the case of automatic awarding, this best bidder will get the award. Subsequent bid processing for price detailing is not provided.
- Bonus/Malus**
This creates the possibility to apply relative or absolute bonus or malus for certain bidders. It is thus possible to see which factors are taken into account in the auction, such as reliability, quality etc.

Visibility settings

- Competitor bids are visible after the submission of your own first bid**
This setting allows the bidder to view competitor's bids after the submission of a bid of his/her own.

Price settings
↑ Minimize

- Starting price**
The starting price limits the amount of the first bid. This can be specified individually by the auctioneer and is usually based on the result of a pre-negotiation carried out.
- Target price**
The target price corresponds to the amount of the expected final value of the negotiations.
- Historical price**
The historical price is used for statistical calculation of the savings, and provides information on the price improvement after the auction.
- Maximum price / Reservation price**
The maximum price (reservation price) defines the buyer's upper limit of willingness to pay. The maximum price is only visible to the buyer. An award of contract only takes place if the maximum price is undercut.
- Minimum bid difference**

*

EUR
 percentaged

Also referred to as the minimum bid step. In order to submit a further bid, the new bid must be superior to the previous bid by at least this specified amount.
- Maximum bid difference**

*

%

Activating this option will limit the difference between a new bid and either the previous personal bid or the current best bid of the competitors. If the limit is exceeded, the bidder receives an error message. The submission of the bid is only possible when the limit is adhered to.
- Blocked bid zone**
The area adjacent to the best bid is blocked and prevents bidders submitting multiple bids that match or approximate the best bid. The new bid will have to be either higher or lower than this zone according to this specified value.

Figure: Overview auction settings

When the auction is active you can see a chart where the submitted bids are displayed. The bids of the suppliers and the number of bids are also shown in this overview.

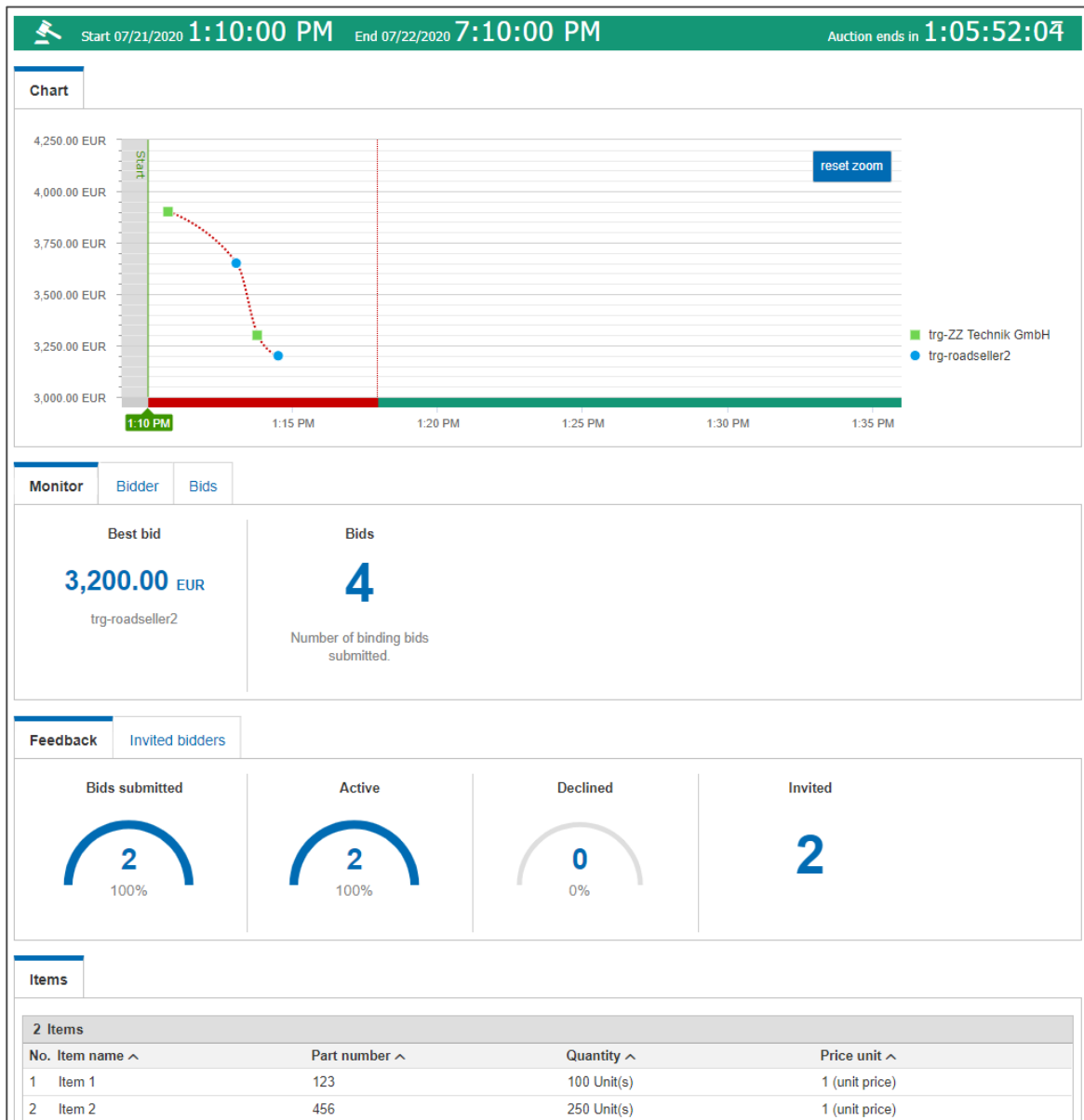


Figure: Overview of an active Price auction

More details are displayed in the tabs **Bidder** and **Bids**.

Monitor Bidder Bids

Bidder		Best bid				
Bidder ^	Bids ^	ID	Time ^	Bid price ^	Performance ^	Rank ▲
trg-roadseller2	2	bx132876	07/21/2020 1:14 PM	3,200.00 EUR	12.3 % ⓘ -450.00 EUR	1
trg-ZZ Technik GmbH	2	bx132867	07/21/2020 1:13 PM	3,300.00 EUR	15.4 % ⓘ -600.00 EUR	2

ID ^	Time v	Bidder ^	Editor ^	Bid price ^
bx132876	07/21/2020 1:14:29 PM	trg-roadseller2	road seller2	3,200.00 EUR
bx132867	07/21/2020 1:13:47 PM	trg-ZZ Technik GmbH	Ricarda Baierl	3,300.00 EUR
bx132871	07/21/2020 1:13:03 PM	trg-roadseller2	road seller2	3,650.00 EUR
bx132862	07/21/2020 1:10:43 PM	trg-ZZ Technik GmbH	Ricarda Baierl	3,900.00 EUR

Figure: More details

When the auction finished the awarding volume, best bid, number of bids, status of award and the awarded bidder are shown.

Start 07/21/2020 1:10:00 PM End 1:45:00 PM
server time 01:53:09 PM

Best bid

3,200.00

EUR

trg-roadseller2

Bids

4

Number of binding bids submitted.

Award of contract

The auction was awarded to the best bidder.

Awarding volume

3,200.00

EUR

The award was in Euro

Awarded to

Bidder: trg-roadseller2

Best bid: bx132876

Awarding date: July 21, 2020 1:45 PM

Contracting authority: Automatic award of contract

Items

No.	Item name ^	Part number ^	Quantity ^	Price unit ^
1	Item 1	123	100 Unit(s)	1 (unit price)
2	Item 2	456	250 Unit(s)	1 (unit price)

Start 07/21/2020 1:10:00 PM End 1:45:00 PM
server time 01:53:34 PM

Bidder

Best bid

Bidder ^	Bids ^	ID	Time ^	Bid price ^	Performance ^	Rank ^	Award of contract ^
trg-roadseller2	2	bx132876	1:14:29 PM	3,200.00 EUR	12.3 %	1	
trg-ZZ Technik GmbH	2	bx132867	1:13:47 PM	3,300.00 EUR	15.4 %	2	

Figure: Overview of an closed Price auction

5.8 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 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. Only one bidder can see green at a time.

This is the auction overview when editing the auction settings.

CREATING TRAFFIC LIGHT AUCTION 2.0

TEST:TRAFFIC

✓ Save and continue
✓ Save draft
↺ Check
← Back

Title: Test:traffic Start: 07/20/2020 9:23 AM Running time: 30 minute(s)

Auction type ↑ Minimize

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 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. Only one bidder can see green at a time.

Auction mode

Selection:

Reverse auction
falling price

Forward auction
rising price

Reverse auction - falling price. Purchasing auctions with falling price (reverse auctions) are auctions which are initiated by procurement. The auctioning party puts his requirements up for auction amongst several competing bidders. The goal of the auction is to minimize the purchasing price.

Control elements

- Bidder must underbid his/her last bid**
The bid submission is open for the supplier. The supplier must simply decrease his last bid price by the predefined minimum bid difference.
- Winner selection in case of equal best biddings by Point in time of bidding**
Defines the rule for determining the best bidder if several bidders submitted the same bid at the end of the auction. In the standard case, if the bids are the same, the bidder who submitted his bid first will be the best bidder. The time of processing in the server applies. In the case of automatic awarding, this best bidder will get the award. Subsequent bid processing for price detailing is not provided.
- Bonus/Malus**
This creates the possibility to apply relative or absolute bonus or malus for certain bidders. It is thus possible to see which factors are taken into account in the auction, such as reliability, quality etc.

Visibility settings

- Bidder is anonymized for the auctioneer during the auction**
During the auction runtime, supplier names are replaced with fictitious names.

Price fields ↓ All functions

Target price
 * EUR
 The target price corresponds to the amount of the expected final value of the negotiations. The target price is only visible to the auctioneer.

Neutral area for status yellow
 * EUR ↻ (400.00 EUR ... 1,000.00 EUR)
 Define range amount in EUR
 Define range amount in percent
 Define upper range limit in EUR
 In a Traffic Light auction, a neutral area is stored for the status color 'yellow'. If the bidder reaches or underbids the lower limit, the status color 'green' will be displayed. If the bid price is above the neutral area, the status color 'red' will be displayed. The neutral area is not fixed, and may shift lower with each new best bid. Only one bidder may see the color status 'green' at a time.

Minimum bid difference
 * EUR percentaged
 Also referred to as the minimum bid step. In order to submit a further bid, the new bid must be superior to the previous bid by at least this specified amount.

Figure: Overview auction settings

In the Traffic Light auction there is a chart with the yellow neutral area and the submitted bids. The **Monitor** tab shows the current traffic light status of the best bidder and the belonging best bid. You can also see the number of bids and the difference between the best bid and the given target price.

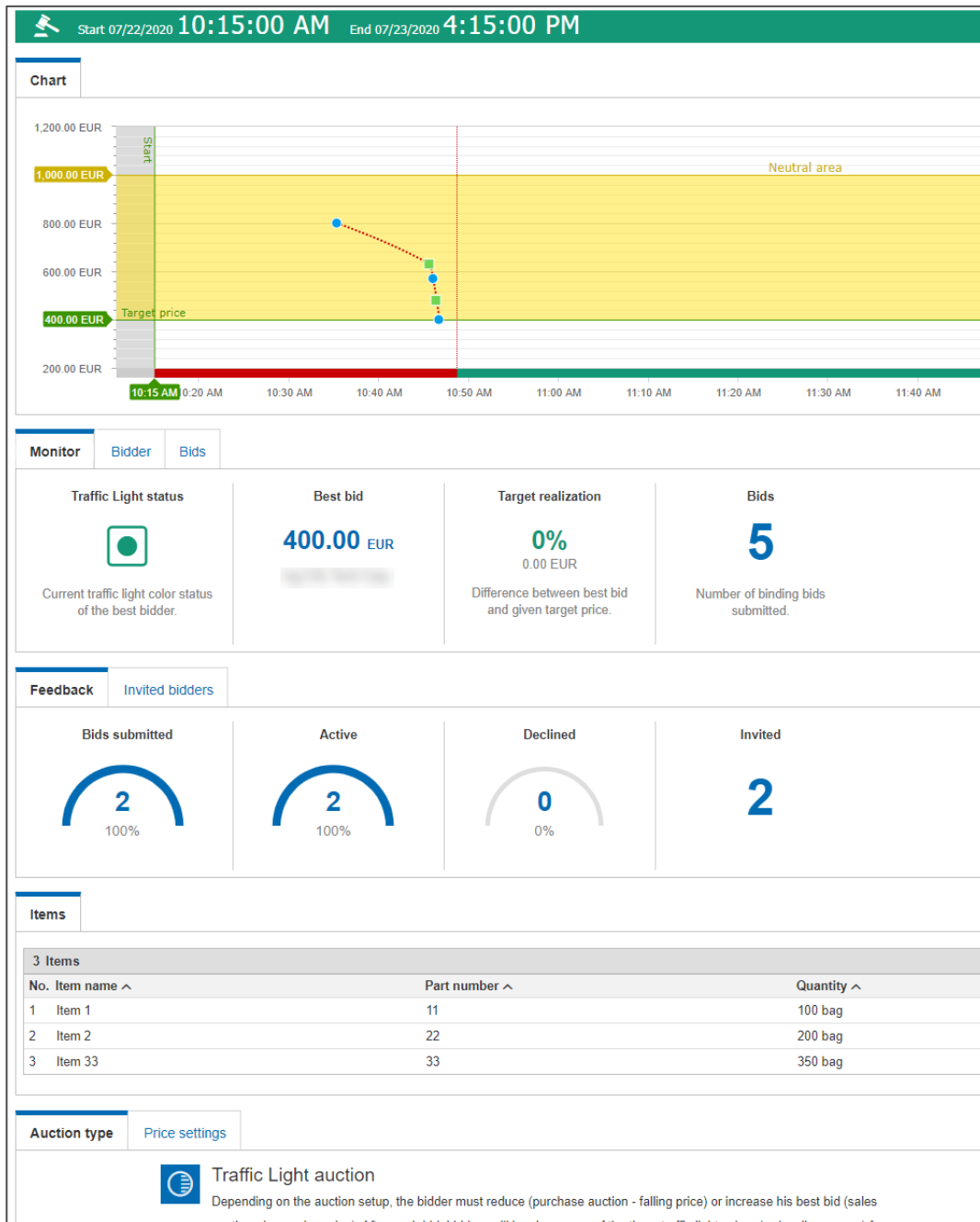


Figure: Overview of an active Traffic Light auction

When the auction finished the awarding volume, best bid, number of bids, status of award, the awarded bidder and traffic light status are shown.

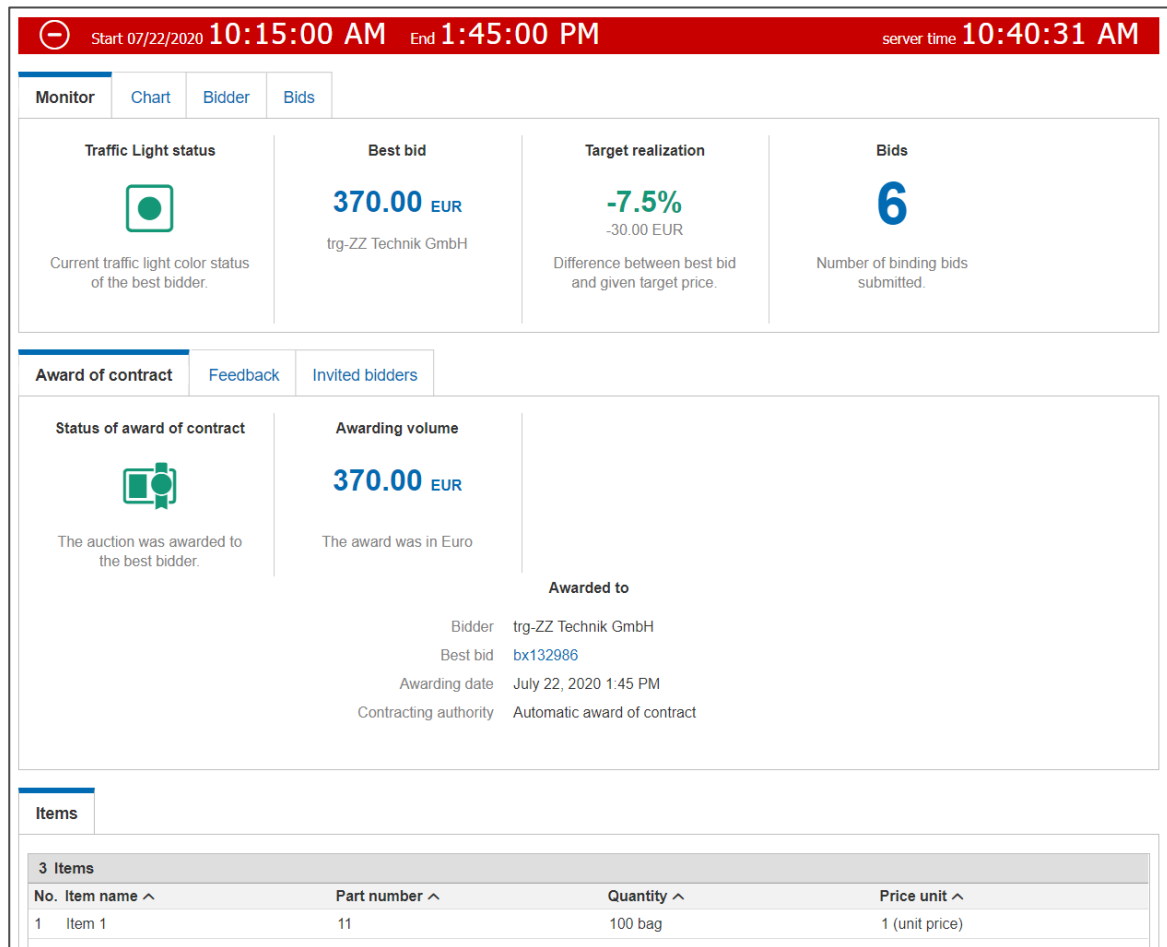
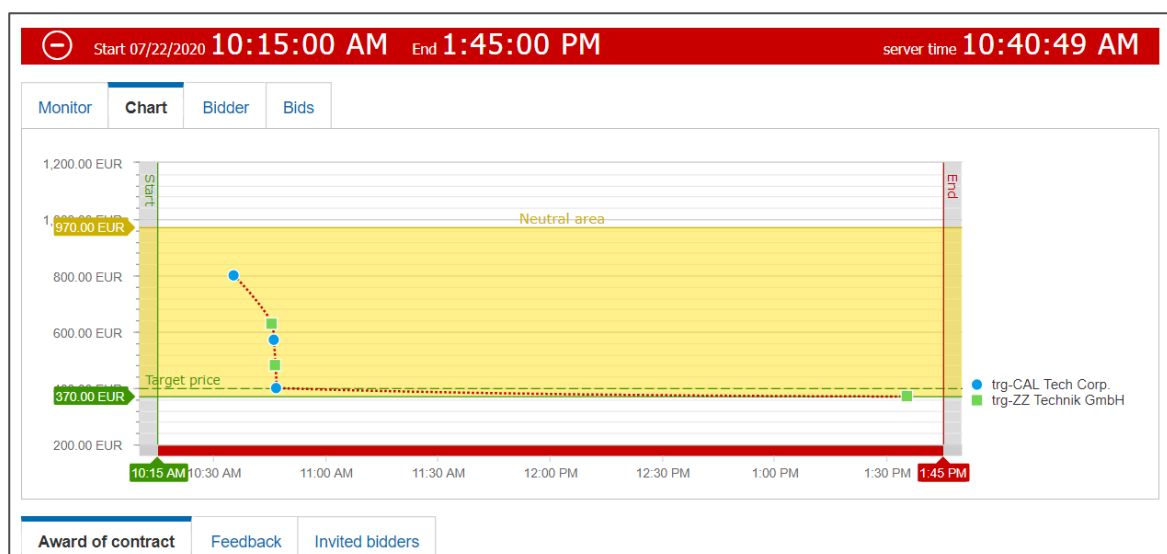


Figure: Overview of an closed traffic light auction

For more details click on the tabs **Chart**, **Bidder** or **Bids**.







Bidder									
Best bid									
Bidder ^	Bids ^	ID	Time ^	Bid price ^	Performance ^	Rank ▲	Traffic Light status ^	Award of contract ^	
trg-ZZ Technik GmbH	3	bx132986	1:35:27 PM	370.00 EUR	41.3 % ⓘ -260.00 EUR	1			
trg-CAL Tech Corp.	3	bx132971	10:46:43 AM	400.00 EUR	50 % ⓘ -400.00 EUR	2			

Figure: More auction details

6 From RFQ to Auction

HITACHI Astemo

REMARK : Chapter “From RFQ to Auction” to be introduced after SAP implementation in Hitachi ASTEMO.

You may want to start with an RFQ first before you invite the suppliers to an auction. Set up the RFQ within SupplyOn Sourcing (or your internal system) with the relevant template. You can get all detailed information you need from your suppliers before you want to start an auction.

After the suppliers have created their bid, delivered your requested details and the RFQ is closed, create a new version and switch the template.

1. Click on the drop down menu next to the closed RFQ and select **Create new version**

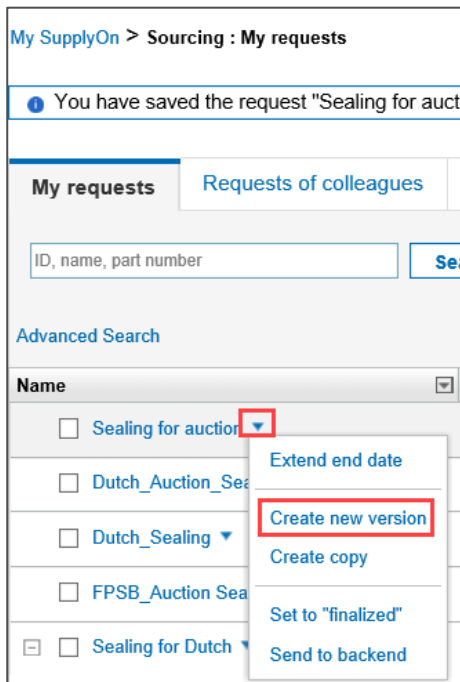


Figure: My requests

2. Click on the drop down menu next to **More** and select **Switch template**

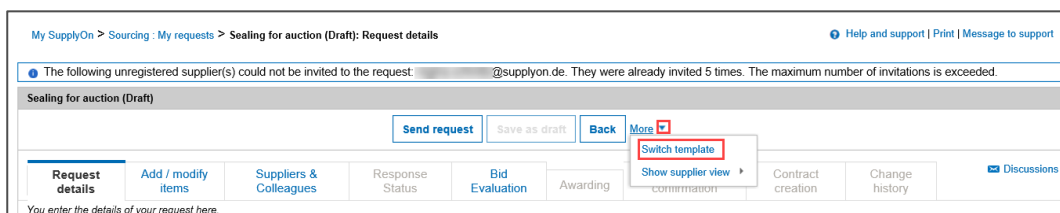


Figure: Request details

3. Select the relevant auction template and continue to set up an auction as described in this manual.

NOTE: In case you want to perform a Test auction with the data of the RFQ, you need to create first a Live auction via Template switch, then copy the Live auction and set it as Test auction.

7 Copying and Versioning of Auctions

You can create a **copy** or a **new version** of an already existing Live auction.

- To create a new version click in the **My requests** screen on **Create new version**

Name	ID	Changed by	Last modified	Filter.Sort	Status	Bids
<input type="checkbox"/> FPSB_Auction Sealing	4865956294	Aucter, Herb	10/19/2018 10:18 AM CEST		Awarded	2/3
<input type="checkbox"/> Dutch_Auction_Sealing	8949168	Aucter, Herb	2/15/2018 1:27 PM CET		Draft	0/3
<input type="checkbox"/> FPSB_Auction Sealing	8949089	Aucter, Herb	2/15/2018 11:39 AM CET		Draft	0/2
<input type="checkbox"/> Dutch_Auction_Sealing	8912353	Aucter, Herb	2/13/2018 5:13 PM CET		Draft	0/1
<input type="checkbox"/> Dutch_Auction_Sealing	8894650	Aucter, Herb	2/13/2018 4:03 PM CET		Awarded	2/3

Figure: **Create new version**

NOTE: The **new version** can be created from a **closed** or an **awarded** auction. Previous quotes from a RFQ or Auction event are automatically added to the new version as default start price values.

- To copy an auction click in the **My requests** screen on **Create copy**

Name	ID	Changed by	Last modified	Filter.Sort	Status	Bids
<input type="checkbox"/> FPSB_Auction Sealing	4865956294	Aucter, Herb	10/19/2018 10:18 AM CEST		Awarded	2/3
<input type="checkbox"/> Dutch_Auction_Sealing	8949168	Aucter, Herb	2/15/2018 1:27 PM CET		Draft	0/3
<input type="checkbox"/> FPSB_Auction Sealing	8949089	Aucter, Herb	2/15/2018 11:39 AM CET		Draft	0/2
<input type="checkbox"/> Dutch_Auction_Sealing	8912353	Aucter, Herb	2/13/2018 5:13 PM CET		Draft	0/1
<input type="checkbox"/> Dutch_Auction_Sealing	8894650	Aucter, Herb	2/13/2018 4:03 PM CET		Awarded	2/3

Figure: **Create copy**

NOTE: You can create a copy from a **draft**, **published**, **active**, **closed** or an **awarded** auction.

To finish the auction creation process, follow the steps in the previous chapters.

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.