



Online Quotation System

User Manual

1 Introduction

The Online Quotation System (OQS) is a web –based Quotation System FBV Inc. developed as a value-added service for customers. The system can provide customers prices for valves with common specifications immediately without involvement of any sales representative. With the system, it saves around 90% of time spent compared with traditional RFQ processes. This ensures high customer satisfaction and also increases the competitiveness of the offers.

The OQS is built as a part of the company website and can be accessed via website homepage or at <http://oqs.fbvalve.com> in your browser. In order to use the system, one has to have an account first. This can be done by signing up at our website or contact one of our representative to request setting up an account.

2 Access

To access OQS:

- a) Open in browser directly, see Figure 1

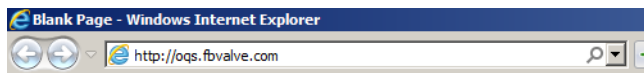


Figure 1

- b) Login with your account, see Figure 2

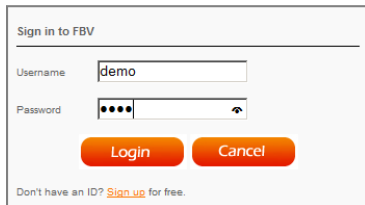
A screenshot of a login form titled "Sign in to FBV". It features two input fields: "Username" with the text "demo" and "Password" with masked characters. Below the fields are two orange buttons labeled "Login" and "Cancel". At the bottom, there is a link: "Don't have an ID? [Sign up](#) for free."

Figure 2

- c) If you do not have an account, please click Sign up to get a new account and send an email requesting for permission.

3 Quote History

The system provides you with a list of all quotations you have requested using the system. They are categorized by status of the quotations: Valid and Expired. Click each tab to view different list of quotations. The number of quotations is indicated in the title of each tab. See Figure 3.



Click  to collapse or expand details.

Quote No.	Customer	Lead Time	Quantity	Value	Status	Drawings	Date/Time Added
QT-130709014049	FBV Inc.	45 Days	2	8,310.85	Expired	Download Zip	7/9/2013 1:40:49 PM
QT-130709011853	FBV Inc.	45 Days	45	9,607.70	Expired	Download Zip	7/9/2013 1:16:53 PM
QT-130606034341	FBV INC	50 Days	1	400.55	Expired	Download Zip	6/6/2013 3:43:41 AM
QT-130328060627	FBV Inc.	130 Days	110	83,225.00	Expired	Download Zip	3/28/2013 6:06:27 AM

Figure 3

4 Request for Quote

To start using the system to get a quotation:

- a) Click GET A QUOTE button, it will direct you to the Terms of Use, read it through and make sure you understand the terms, click **I agree** to continue, you will see pages as shown in Figure 4. Click **I don't agree** to go back to the previous page.

You are here: Home >OQS

You have 3 quotations, [click here to view!](#)

1. Select General Options

Customer Reference

Delivery Term Brand

2. Add Items

Add by valve specifications

Valve Type	<input type="text" value="BALL VALVE"/>	
Nominal Size	<input type="text" value="NPS 1/2 R (DN 15 R)"/>	*R stands for reduced bore
Pressure Rating	<input type="text" value="CLASS 150 (PN 20)"/>	
End Connection	<input type="text" value="Other connection"/>	
Construction	<input type="text" value="2-PIECE, SPLIT BODY"/>	
Body and Bonnet/Cover	<input type="text" value="A105"/>	
Trim Material	<input type="text" value="13Cr/13Cr/410 or 42"/>	*In the order of Disc, Seat and Stem
Seat/Seat Insert	<input type="text" value="PTFE"/>	
O-Ring	<input type="text" value="NO O-RING"/>	
Operation Mode	<input type="text" value="BARE STEM"/>	*Type of operation of valves

Add

Or add directly by Model Number

Model Number *Must be 14 characters without space

Note: if code X is selected for end connection, specify the connection combination in your message.

Add

3. Manage Items

Please select or add items from Step 2

Figure 4

- b) Complete the **General Options**. If you want to add a reference, enter it in Customer Reference. If you have special request for delivery term, select from dropdown list of **Delivery Terms**. See Figure 5.

1. Select General Options

Customer Reference

Delivery Term Brand

Figure 5

- c) To add items to this RFQ, there are 2 ways: by specification and by Model Number. To add an item by specification, simply choose the specification from the dropdown list and click Add. See Figure 6.

Add by valve specifications

Valve Type	BALL VALVE	
Nominal Size	NPS 1/2 R (DN 15 R)	*R stands for reduced bore
Pressure Rating	CLASS 150 (PN 20)	
End Connection	Other connection	
Construction	2-PIECE, SPLIT BODY	
Body and Bonnet/Cover	A105	
Trim Material	13Cr/13Cr/410 or 42	*In the order of Disc, Seat and Stem
Seat/Seat Insert	PTFE	
O-Ring	NO O-RING	
Operation Mode	BARE STEM	*Type of operation of valves

Add

Figure 6

- d) To add by Model Number which is a simpler way, first you have to understand the Model Number System. To get yourself familiar with the system, please download the How to Order Chart at http://www.fbvalve.com/r/cms/www/downloads/How_to_Order.pdf. After that, type in the Model Number and click add. See Figure 7.

Or add directly by Model Number

Model Number *Must be 14 characters without space

Note: if code X is selected for end connection, specify the connection combination in your message.

Add

Figure 7

- e) If you want to either change the quantity or delete items, you can do that by going to section 3 Managing Items. See Figure 8.

3. Manage Items				
03BA1R1C419RDL	<input type="text"/> -	<input checked="" type="checkbox"/> Update	Unavailable	✘
04BA1R1C419RDL	<input type="text"/> +	<input checked="" type="checkbox"/> Update	Unavailable	✘
04BA3R1C419RDL	<input type="text"/> +	<input checked="" type="checkbox"/> Update	Available	✘
06BA3R1C419RDL	<input type="text"/> +	<input checked="" type="checkbox"/> Update	Unavailable	✘
06BA3R3C419R1G	<input type="text"/> +	<input checked="" type="checkbox"/> Update	Unavailable	✘

Figure 8

- f) Click the cross icon beside the item to remove it, click minus or plus icon to increase or reduce quantity, remember to click update button after changing the quantity.
- g) The Available and Unavailable shown are indication of the price availability.

- h) Before submitting the request, you can add a message to our sales representative if any. To do this, you can go to section 4 and type into the textbox. See Figure 9.



The image shows a web form with a blue header bar containing the text "4. Add Your Message to Our Representative". Below the header is a large, empty text input area with a vertical scrollbar on the right side. At the bottom left of the form is a "Submit" button, which features a small green checkmark icon to its left.

Figure 9