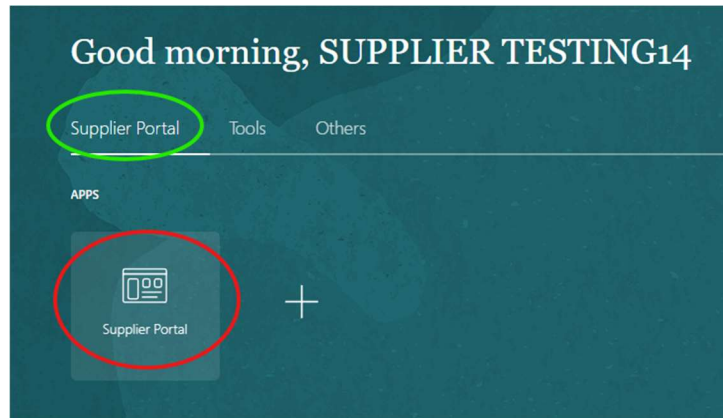


Textron Systems Supplier Portal How-To Guide

Topic: Responding via the Supplier Portal for Request for Quotes (RFQs)

Link to Portal: <https://fusion-iaaymg.fa.ocs.oraclegovcloud.com/fscmUI/faces/FuseOverview>

1. Go to the “Supplier Portal” App under the “Supplier Portal” tab.



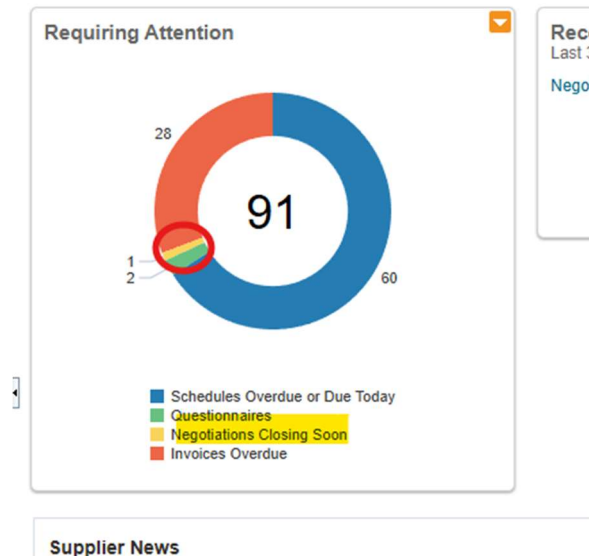
2. Access the RFQ (in the supplier portal, **negotiations** are the **RFQs**) by using one of the three methods below.
 - a. **Recommended:** Use the “View Negotiations” task on the left-side of the page (see highlighted area in screenshot below). This is where **everyone** who has access to the supplier portal can view the RFQ and/or respond to it.

The screenshot shows the 'Supplier Portal' interface. At the top, there is a search bar with a dropdown menu set to 'Orders' and a search button. Below the search bar, there is a 'Tasks' section (highlighted with a red circle) containing a list of tasks categorized by Orders, Channel Programs, Shipments, Invoices and Payments, and Negotiations. The 'View Negotiations' task under the Negotiations category is highlighted with a yellow background. To the right of the tasks list, there is a 'Requiring Attention' donut chart showing the number of items requiring attention across different categories. The total number of items requiring attention is 41.

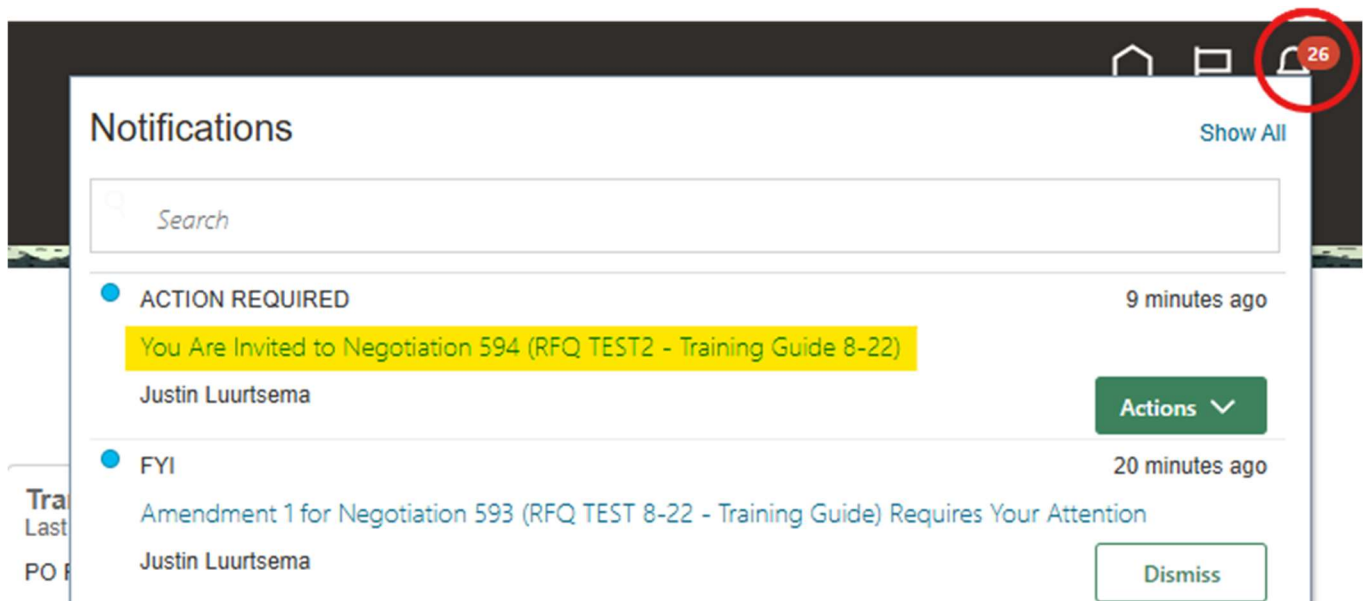
Category	Count
Orders to Acknowledge	7
Schedules Overdue or Due Today	17
Negotiation Responses	12
Questionnaires	3
Negotiations Closing Soon	1
Negotiation Messages	1
Total	41

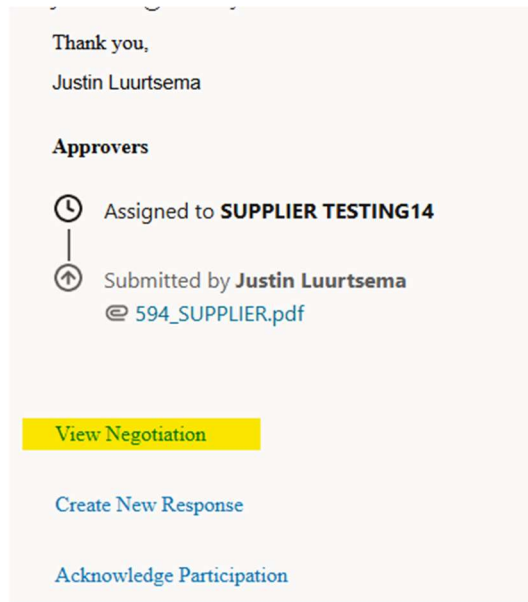
Below the chart, there is a 'Supplier News' section with the text 'Textron Systems Corporation' and links to 'Privacy Policy' and 'Fusion Port'.

- b. Use the pie chart under the “Requiring Attention” box. The RFQ (negotiation) closing soon will show here. Press on the area of the pie chart of interest. Feel free to explore this functionality as well.
- i. Note: Negotiations on the Oracle Fusion platform will be used **for RFQs only**.



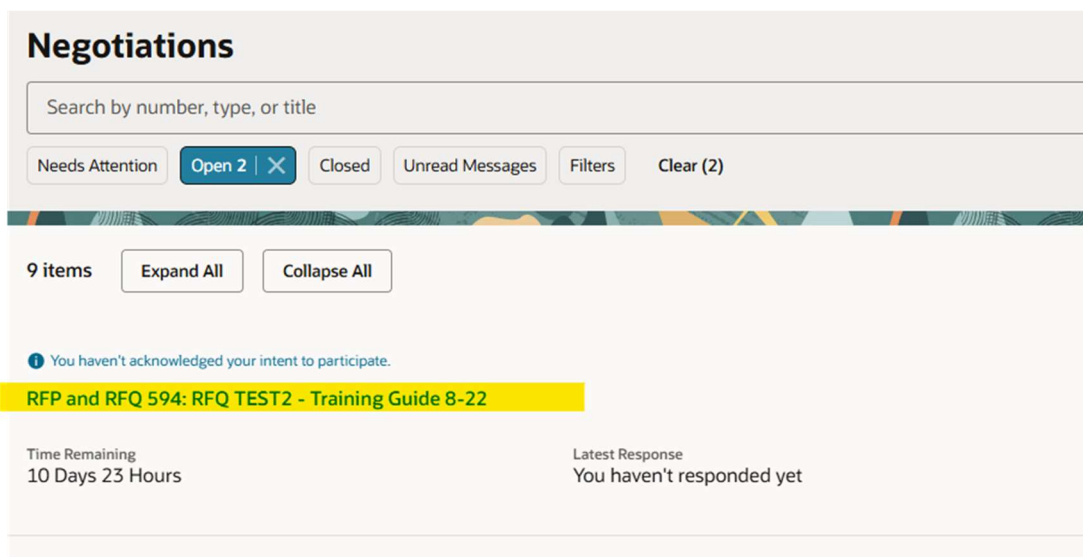
- c. Use the notification bell (top-right corner of the page) in the supplier portal or your own email. See the path below in screenshots. Use the hyperlink to select the RFQ to respond to. Then, scroll to the bottom of the message and select “View Negotiation”.
- Note:** This method can only be done if you are the primary POC for the RFQ sent.
- i. The system generated .pdf version currently available in the system may not be the optimal version for your review and response. Instead, we recommend reaching out directly to your buyer Point of Contact (POC) to request the updated form or document (if a .pdf copy is needed) as part of the RFQ process.



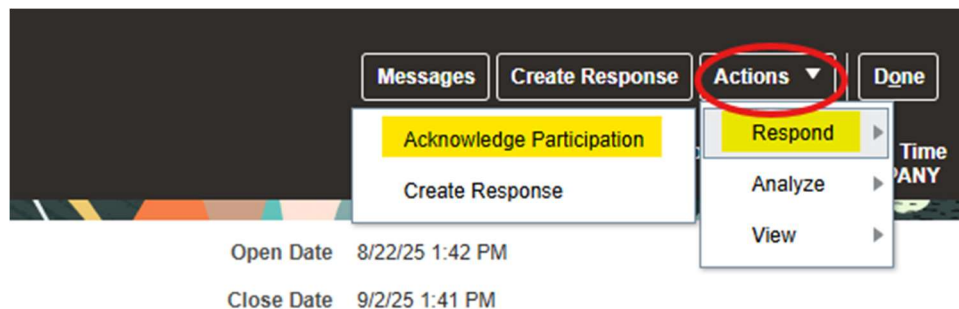


Note: Step 2a above will be used for this training guide.

3. Select the RFQ to view by pressing the hyperlink.



4. Optional Step: Navigate to the “Actions” dropdown in the right-hand corner of the page. Select “Respond” and then “Acknowledge Participation” (see screenshot below for path).



5. Optional Step continued: Select “Yes” or “No” in the popup window. Add a “Note to Buyer” if needed. Then, press “OK”.

6. View the contents on the “Overview” tab of the “Table of Contents” by selecting the “Overview” hyperlink on the left-side of the page.

RFP and RFQ: 594

Currency = US Dollar

Title RFQ TEST2 - Training Guide 8-22

Status Active

Time Remaining 10 Days 23 Hours

Table of Contents

[Cover Page](#)

[Overview](#)

[Requirements](#)

[Lines](#)

Cover Page

TEXTRON SYSTEMS

A Business Unit of Textron Systems, a Textron, Inc. company.

124 Hunt Valley, MD 21030

1010 Gause Blvd. Slidell, LA 70458

5 Alliance Drive, Goose Creek, SC 29445

700 Main Street Wilmington, MA 01887

REQUEST FOR QUOTATION (RFQ)



TEXTRON REQUESTED QUOTE VALIDITY DATE: 60 DAYS

THIS IS NOT A PURCHASE ORDER OR AN OFFER TO PURCHASE

7. **Important:** Press “Expand All” hyperlink (first screenshot below). Scroll to the bottom of the page and view the important “Additional Information” tab (second screenshot below). Attachments that the buyer wanted to send you are also included here (SFTP site is how drawings will be sent).

Overview

Title RFQ
Synopsis

Expand All

▶ General

▶ Terms

Additional Information

DPAS Rating DO Rated Contract

Expected Contract Type FFP

Proposal Type Competitive

▲ Terms

8. View the contents on the “Lines” tab of the “Table of Contents” by selecting the “Lines” hyperlink on the left-side of the page. Look at the paperclip icon under “Attachments” where the PO/QA codes will populate for each line that has them.

Table of Contents

Cover Page

Overview

Requirements

Lines

Lines

Summary

View ▼ Format ▼ Freeze Detach

Line	Item	Description
1	ATUM-0.500	TUBING,NDF,HEAT S
2	NAS1149C0	WASHER,FLAT

Requested Delivery Date	Start Price	Allow Alternate Lines	Attachments
9/11/25		Yes	
1/8/26		Yes	
10/24/25		Yes	

9. View the more **detailed** version of each of the line levels before responding. Press on the first line hyperlink (red circle below in the first screenshot). After entering the page, use the arrows above to move between each of the lines as needed (see second screenshot). Note: pay attention to the “Note to Supplier” field for any information communicated by buyers.

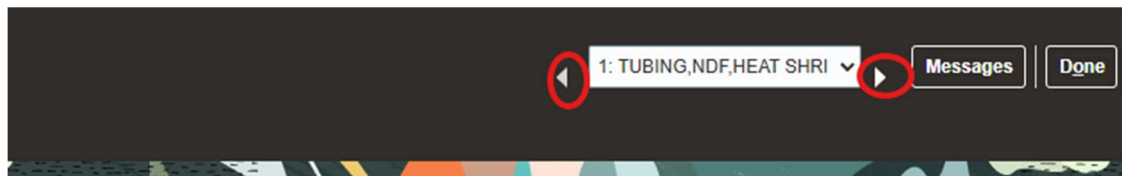
Lines

Summary

View ▼ Format ▼ Freeze Detach

Line	Item	Description
1	ATUM-0.500	TUBING,NDF,HEAT SHRI
2	NAS1149C0	WASHER,FLAT
3	45453 BK00	CABLE, ELEC, CONTROL

Columns Hidden 3



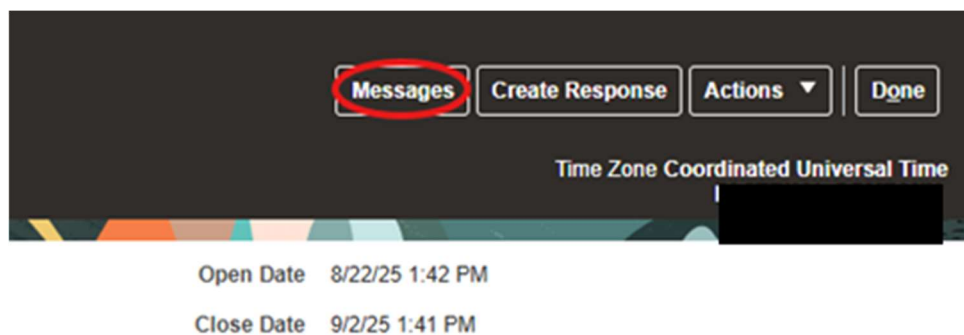
Location TML MICHOU (NEW)

Requested Delivery Date 9/11/25

Note to Suppliers

Attachments COUNTERFEIT PARTS CERTIFICATIO (3 more...)

10. **Important** Functionality for the responding to the RFQ: Select the “Message” icon in the top right corner of the page at any point during the RFQ responding process if there is a question. Type your email with attachments (if applicable) to Textron Systems Corporation (this will send to the buyer who sent the RFQ). **Note:** All emails and communications will be contained to the specific RFQ of interest in supplier portal and your email as well.



Messages
RFP and RFQ 594: RFQ TEST2 - Training Guide 8-22
Time Remaining 10 Days 22 Hours Close Date 9/2/25 1:41 PM Negotiation Status Active

There are no messages.

+ Create Message

To
Textron Systems Corporation

Subject

AI Assist

What's your message about? Start writing and use AI Assist

B I U

Attachments

Drag and Drop
Select or drop files here.

URL

Note: Do these next steps to respond to the RFQ when you are ready and have reviewed the RFQ

11. Navigate to the “Create Response” button on the right-side of the page to start responding to the RFQ. Two Notes: (1) If there is an amendment (change to the RFQ), you will be notified and you need to acknowledge before answering the RFQ. (2) If you have already created a response or one is in draft, check the “Copy from an existing response” and select the response in the dropdown of interest.

Messages **Create Response** Actions ▾ Done

Time Zone Coordinated Universal Time
FASTENAL COMPANY

Open Date 8/22/25 1:42 PM
Close Date 9/2/25 1:41 PM

Create Response X

☐ Copy from an existing response

Existing Response

Create Cancel

12. Answer the following fields (if applicable) on the “Overview” tab (tab 1) of the RFQ response. Note: the system is secure if you are sending attachments via the supplier portal.

RFQ Response 11040): Overview ?

1 Overview 2 Requirements 3 Lines 4 Review

Messages Respond by Spreadsheet Actions

Title RFQ TEST2 - Training Guide 8-22 Time Remaining 10 Days 22 Hours

Close Date 9/2/25 1:41 PM

Supplier FASTENAL COMPANY

Negotiation Currency USD

Response Currency USD

Price Precision 4 Decimals Maximum

Response Valid Until m/d/yy h:mm a

Response Type ☒ Primary ☐ Alternate

Reference Number

Note to Buyer

Attachments None +

13. Fill out the “Requirements” questions for the RFQ, all the questions will be on this page. The questions are required, but the attachments and comments are not.

Create Response (RFP and RFQ Response 11040): Requirements ?

1 Overview 2 Requirements 3 Lines 4 Review

Messages Res

Time Remaining 10 Days 22 Hours

Section 1. Supplier Assessment

1. Are the items priced below traceable and obtained from a trusted source?
Select One Response from the List

☐ a. YES

☐ b. NO

Comments

2. A trusted source is the OEM or a manufacturer's authorized distributor and there is written documentation/evidence that the items came from that source?

If no, notify the requestor.
Select one response. If no, notify the requestor.

☐ a. YES

☐ b. NO

Comments

14. **Important:** Navigate to the first line of the RFQ and produce the responses by going to the “Required Details” button. The lead time in weeks and country of origin are included here and required to fill out if you are bidding the line.

Create Response (RFP and RFQ Response 11040): Lines ?

Currency = US Dollar

Time Remaining 10 Days 22 Hours

Line	Description	* Alternate Line Description	Create Alternate	Required Details	Category Name	Supplier Item	New Supplier Item	Manu
1	TUBING,NDF,HEAT SHRI		+		WIRE...			
2	WASHER,FLAT		+		HARDWARE MECH			
3	CABLE, ELEC, CONTROL		+		CABLE...			

Columns Hidden 7

15. Fill out the required fields below for each of the lines to quote on the RFQ.

Lines: Edit Line: 1 (RFP and RFQ Response 11040) Messages

Currency = US Dollar

Item ATUM-0.500	Close Date 9/2/25 1:41 PM
Revision	Location TML MICHOD (NEW)
Description TUBING,NDF,HEAT SHRI	Requested Delivery Date 9/11/25
Category Name WIRE...	Promised Delivery Date m/d/yy
Start Price	Note to Buyer
* Response Price	Supplier Item
Target Quantity 4,000	New Supplier Item
* Response Quantity	Manufacturer
UOM FEET	Manufacturer Part Number
	Attachments None

Attributes ?

Attribute	Target Value	Response Value
TEXTRON LEADTIME AND COUNTRY OF ORIGIN		
DELIVERY LEADTIME IN WEEKS		*
COUNTRY OF ORIGIN		*

Note: If you want to no-bid a line, do not enter any information here in the required details for that specific item. Also, if you respond with a higher quantity than the target quantity (a minimum buy scenario), this will be explained later in this guide using the alternate lines functionality, but please leave this line information blank for now.

The fields that are required to be filled out on the RFQ are the following:

- Response Price: the price you are quoting for this item
- Response Quantity: this will auto-populate to the target quantity that Textron Systems is asking for. If you will respond with a lower quantity than the target quantity, please do it here on this page above. If you respond with a higher quantity than the target quantity, this will be explained later in this guide using the alternate lines functionality (please leave this initial line section blank if this is the case).
- Delivery Lead-time in Weeks: please enter the projected lead-time in weeks for this item. If you want to add any option for stock, partial, etc., please note this in the “Note To Buyer” section.
- Country of Origin: please see below what is stated on the RFQ about the country of origin.

Due to Textron’s compliance with the Buy American Act as well as Textron Systems Terms and Conditions, we are now requiring suppliers to provide the Country of Origin for each part that is quoted.

- Determining the Country of Origin:

The Country of Origin of a good is the country in which:

- The good is wholly obtained or produced,
- The good is produced exclusively from domestic materials; or
- Each foreign material incorporated in that good undergoes an applicable change in tariff classification through a “substantial transformation”

If the origin cannot be determined using the above methods:

- The country of origin of the good is the country of the single material that imparts the essential character to the good

Important Note: the “Promised Delivery Date” will auto populate to the “Requested Delivery Date”, which is our “Need By” Date Internally. The Contractual Delivery Date will be determined based on the “Delivery Lead-Time in Weeks” entered below.

16. Move between lines on the RFQ (if there are multiple lines on the RFQ) by using the arrows or the dropdown in the top-right corner of the page.

Messages ◀ 1: TUBING,NDF,HEAT SHRI ▶ Save

Close Date 9/2/25 1:41 PM

Location TML MICHoud (NEW)

Requested Delivery Date 9/11/25

Promised Delivery Date m/d/yy

17. Press “Save and Close” to return to the “Lines” page for the RFQ. Use the “Create Alternate” lines functionality to add alternate lines for FAI charges, minimum buys, and other scenarios where charges are communicated separately from the item. Steps to add these are as follows.

Line	Description	* Alternate Line Description	Create Alternate	Required Details	Category Name	Supplier Item
1	TUBING,NDF,HEAT SHRI		+		WIRE...	
2	WASHER,FLAT		+		HARDWARE MECH	
3	CABLE, ELEC, CONTROL		+		CABLE...	

Rows Selected 1 Columns Hidden 7

Grand Totals

- Select the line item to create the alternate line for (see screenshot above).
- Fill out the required fields in the alternate line, be sure to add a short “Alternate Line Description”, so the internal reviewer at Textron Systems knows what charge this is. Delivery Lead Time in Weeks and Country of Origin are also listed here (see step 15).

Lines: Edit Alternate Line: 1-1 (RFP and RFQ Response 11040)

Currency = US Dollar

Messages 1-1

Negotiation Line 1

Description TUBING,NDF,HEAT SHRI

* Alternate Line Description

Category Name WIRE...

* Response Price

Target Quantity 4,000

* Response Quantity

* UOM FEET

Close Date 9/2/25 1:41 PM

Location TML MICHoud (NEW)

Requested Delivery Date 9/11/25

Promised Delivery Date m/d/yy

Note to Buyer

Supplier Item

Manufacturer

Manufacturer Part Number

Attachments None

- c. Press “Save and Close” to return to the screen with the RFQ response lines.
- d. Repeat the process for any additional alternate lines (if needed).

18. Press “Next” in the top right corner of the page to proceed to the “Review” tab. Check (if needed) any fields that were quoted to determine if they show up.

Review Response: RFP and RFQ Response 11040 ?

Currency = US Dollar

Title RFQ TEST2 - Training Guide 8-22

Close Date 9/25 1:41 PM

Overview Requirements **Lines**

View Format Freeze Detach Wrap

Line	Description	Alternate Line Description	Details	Category Name	Supplier Item	New Supplier Item	Manufacturer	Manufacturer Part Number
1	TUBING,NDF,HEAT SHRI			WIRE...				

Columns Hidden 8

Grand Totals

All response lines except alternate lines are included.

19. Press “Submit” to send the response to Textron Systems to review. Note: Another response can be submitted by the close date of the RFQ (if needed).

4 Review

Messages Respond by Spreadsheet Actions Back Next Save Submit Cancel

Last Saved 8/22/25 5:29 PM
Time Zone Coordinated Universal Time
FASTENAL COMPANY

This response will be passed on to the buyer. Please be on the lookout for any messages that may come across if there are questions from the Textron Systems buyer about the specific RFQ.

End of the RFQ Supplier Response How-To Guide

If you need help with this process, contact your buyer POC and/or use the supplierportal@textronsystems.com email for any questions.