

*my***Buy**

(MYB_UM_S004_08)

RFX Guidance

Chugai Pharmaceutical Co., Ltd.
Procurement Department

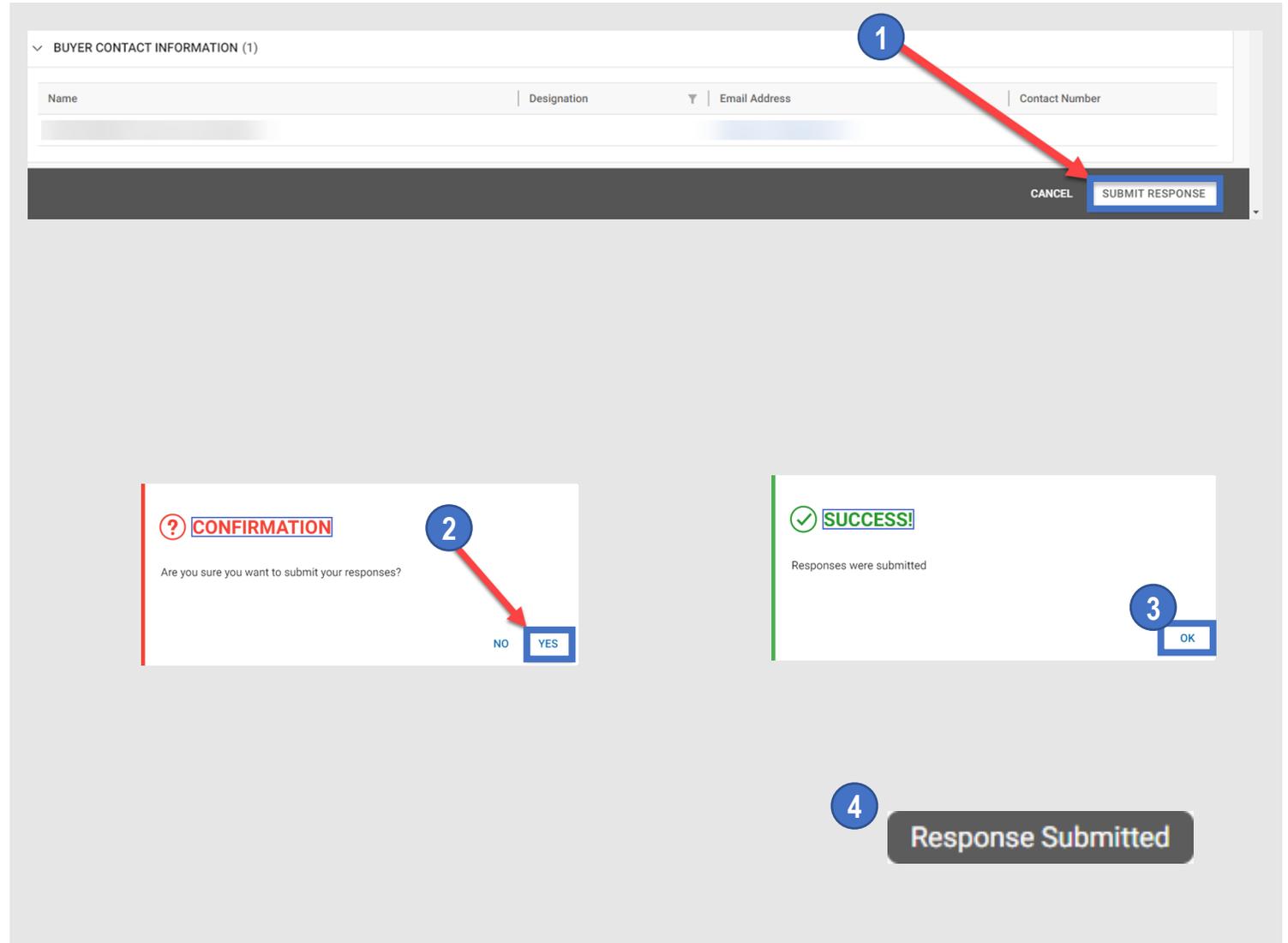
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08

Submission of Responses

myBuy Submission of Responses

- Check the details of the RFX, respond to the questionnaires and price sheets, and submit them.



The screenshot illustrates the submission process in four steps:

- Step 1:** A red arrow points to the **SUBMIT RESPONSE** button in the bottom right corner of the **BUYER CONTACT INFORMATION (1)** form.
- Step 2:** A red arrow points to the **YES** button in a **CONFIRMATION** dialog box that asks, "Are you sure you want to submit your responses?".
- Step 3:** A red arrow points to the **OK** button in a **SUCCESS!** dialog box that displays "Responses were submitted".
- Step 4:** A red arrow points to a dark grey button labeled **Response Submitted**.

- Click **SUBMIT RESPONSE**.
- Click **YES**.
- Click **OK**.
- When the response is submitted, the event status changes to **Response Submitted**.

INNOVATION BEYOND IMAGINATION

myBuy Document Information

Basic information

System name	myBuy Upstream		
Document storage location	Electronically: 購買部 CoreRepository		
Document title	S-3. RFXガイド		
Document management No.	MYB_UM_S004_08	Version No.	ver1.0
Related documents	MYB_UM_S004_00		

Signature of author

Person in charge	Department	Name	Date

Signature of reviewer

Person in charge	Department	Name	Date

Signature of approver

Person in charge	Department	Name	Date

Revision history

Version	Reason for revision	Date of creation/revision	Authored/revised by
1.0	初版	2023/10/2	