How Bid a Part   (click the Quote System Tab)

Click the Enter or Update Tab

The bid form opens-Click New Quote Tab

Click New Quote Tab

Enter your customer from the drop down field. If it is a new customer a field will show

From this drop down field select the customer or type name of new customer and hit enter

If new customer then pop up will show to add new

New Customer it will prompt to add click yes tab

Microsoft Office Access

Customer Name ABC Aircrarft not in master list. Add to list?

Yes   No

Enter all the data concerning the customer and click the close tab

enter data here

here

address data

phone #

drop down for type of customer

any commente

Enter the part number If is a new part a pop up will advise and jump to part specifications

Enter the data concerning the part and click the close tab-it will jump back to the bid form

System will prompt for Quantity-enter qty and click OK tab

Enter Qty and click OK

Enter lead time, it will default and load the bidders name, then click the Prepare Bid Tab, it will jump to the bid form

Quote contact will load by default or DD Click and type new contact

lead time

your name will load by defaut

This is the Bid Form, adjust the Productivity rate (effective run time per hour) Overhead, Target Profit click material tab

frmQuote - Microsoft Access

Home   Create   External Data   Database Tools   Acrobat

Quote Information | Prepare Bid | Contract Terms | Quote Reports

overhead

Quote Number Selected From
Quote Group   3

JobName

Part No   1456-2

Quantity   10

Detailed
Analysis

Productivity rate: 0.95
Overhead Rate: 0.03
Target Profit: 5.00%
Markup profit: 5.26%
Commission or Burden: 0.00%
Excise tax: 0.00%
AdjSellPrice: $0.00

Back

Productivity is how effective (minutes) per hour. If it takes 10 minutes to load a part the the effectivity would be .83%

mark up of material, hardware, and outside processes

Material   Operation   Review Totals
Component   Subcontractor

Double Click Part Numl
Jumps to Part Load Pa

click the material button to add to quote

Record: 1 of 1   Filtered   Search

Form View   Num Lock

Enter in the add material to quote. If a new material will jump to inventory to load data

frmquotemat - Microsoft Access

Home   Create   External Data   Database Tools   Acrobat

Materials Information

Quote No.   3
PartNo   1456-2
JobName

Add Material To Quote
Alum Plate 1in thick 6061

add the description of the material or select from drop down field of existing materials

Material: Steel 4340 Bar 5.0 RD x 20FT Hr per SAE   Matl Units Reqd: 1   UM: lbs
Inv Spec: SAE AMS 5000   Weight per Unit: 20
Ord Qty: 10   Qty/Fin: 1   Cost Per Wgt Unit: $1.21   Setup Cost: $0.00
Unit Cost: $2.42   PO Note
    Purchase From Vendor:

Microsoft Office Access

? Material "Alum Plate 1in thick 6061" not in inventory list. Add to list?

Yes   No

new material will prompt to add, click yes

Record: 1 of 1   No Filter   Search

If Customer supplied, add customer supplies the first time. Any new quote that is customer supplied, select in drop down field. That allows for summary reports to be totaled correctly

Form View

Define the material used in this bid and click the close tab

frmInventory ✕

| Basic Inventory Information | Suppliers and Manufacturer Part Numbers | Bin Information |

Inventory ID: Do not use ?, *, # or " symbols

Add Inventory Item

InventoryID: 2651   TypeItem: **Matl**   ☐ ITAR Part

Inventory Name: Alum Plate 1in thick 6061

Description:

Specification:

fill out description and specs and click close

stock

Set Initial value for Inventory

UnitMeasure: lbs
UnitCost: $0.00   Safety Stock: 8   WgiperUnit: 0
Units In Stock: 0   Reorder Level: 0   CostPerUnit: $0.00
Lead Time: 0   ReOrder Qty: 0   VolPerUnit: 0

drop down for unit, ea. lbs ft

enter the cost per

cost per unit

Record: ◄ ◄ 1 of 1 ► ►► ►*   ▼ Filtered   Search

It will jump back to the form quote material. Enter the values and click the close tab

frmquotemat - Microsoft Access

Home | Create | External Data | Database Tools | Acrobat

Materials Information

Quote No.   3
PartNo   1456-2
JobName

Close Form

Add Material To Quote

after defining the material, add the pricing by ea, lbs, ft, bars, etc.

Material: Steel 4340 Bar 5.0 RD x 20FT Hr per SAE   Matl Units Reqd: 1   UM: lbs
Inv Spec: SAE AMS 5000   Weight per Unit: 20
Ord Qty: 10   Qty/Fin: 1   Cost Per Wgt Unit: $1.21   Setup Cost: $0.00
Unit Cost: $2.42   PO Note

Purchase From Vendor: Total Stock Cost for This Item: $24.20

Record: ◄ ◄ 1 of 1 ► ►► ►*   ✖ No Filter   Search

Navigation Pane

Form View   Num Lock

After closing the matl tab it jump back to the Form Quote

if you have bid the part before you can copy the old quote

copy from the last time built

this drop down shows all the routing fields

Begin selecting from the routing field drop down for your processes

drop down field will show the routing. If you click the letter Q on the key board it would jump to Quality

ProcessID	Description	Specification	Standard	Setup	TimePerPiece
Administration	Actual Test Reports, Certifications, and I		755	0	0
Administration	Close order		1363	0	0
Administration	Develop Process Plan		494	0.1	0
Administration	Develop Process Plan		1497	0.3	0
Administration	Develop Process Plan		1643	0.25	0
Administration	Develop Process Plan		1945	0.1	0
Administration	Develop Process Plan and Identify Risks		1885	0.25	0
Administration	Develop Process Plan and Identify Risks	Review Defense Priorty Rating	1909	0.25	0
Administration	Enter Electronic DD-250		1473	0.17	0
Administration	Expedite Charge		1917	1	0
Administration	Export Lic. Requirements		1485	0.2	0
Administration	Internal Process Order	Generate Special Price	1650	0	0
Administration	Mfg. Part or Assembly	Customer Drawing Requirements	1216	0	0
Administration	NO BID AT THIS TIME		1866	0	0
Administration	Prepare	Invoices & Certifications per Contract Re	477	0.25	0
Administration	Prepare	DFAS WEB Invoice Contract Requireme	1305	0.5	0.5
Administration	Prepare	DOD Logmars Bar Code Mil Std 129M &	1355	0.25	0
Administration	Prepare	Shipper, Invoices & Certifications per co	1431	0.25	0
Administration	Prepare	DFAS WEB Invoice Contract Requireme	1439	0.25	0.01
Administration	Prepare	Documentation Package	1890	0.25	0
Administration	Prepare	Documentation Package	1891	1	0
Administration	Prepare DOD Bar Code Labels per	MIL-STD-129N and AIM BC1	1500	0.25	0
Administration	Prepare Shipping Documents		501	0.25	0
Administration	Print In House	DOD Logmars Bar Code Mil Std 129M &	1476	0.25	0.05

Insert standard routing as next sequence number

"C" would pull Coatings

'D' could pull for Daewoo Lathe (or) L for lathe

"H" would pull Heat Treat

Fill the form with each process you need for the part

Outside processing such as NDT Testing, Anodize, click the add to the sub contractor Worksheet, click close tab

Hover curser over the field NDT and press the add to sub contractor field

Back to the Form Quote, click the Subcontractor tab and it will jump to the subcontractor form

Enter the Vendor using the Drop Down tab, enter setup and per each and qty if needed per click the close tab

Clicking the Component Tab and you can add Hardware, Bolts Nuts, Nut Plates and the click the close tab
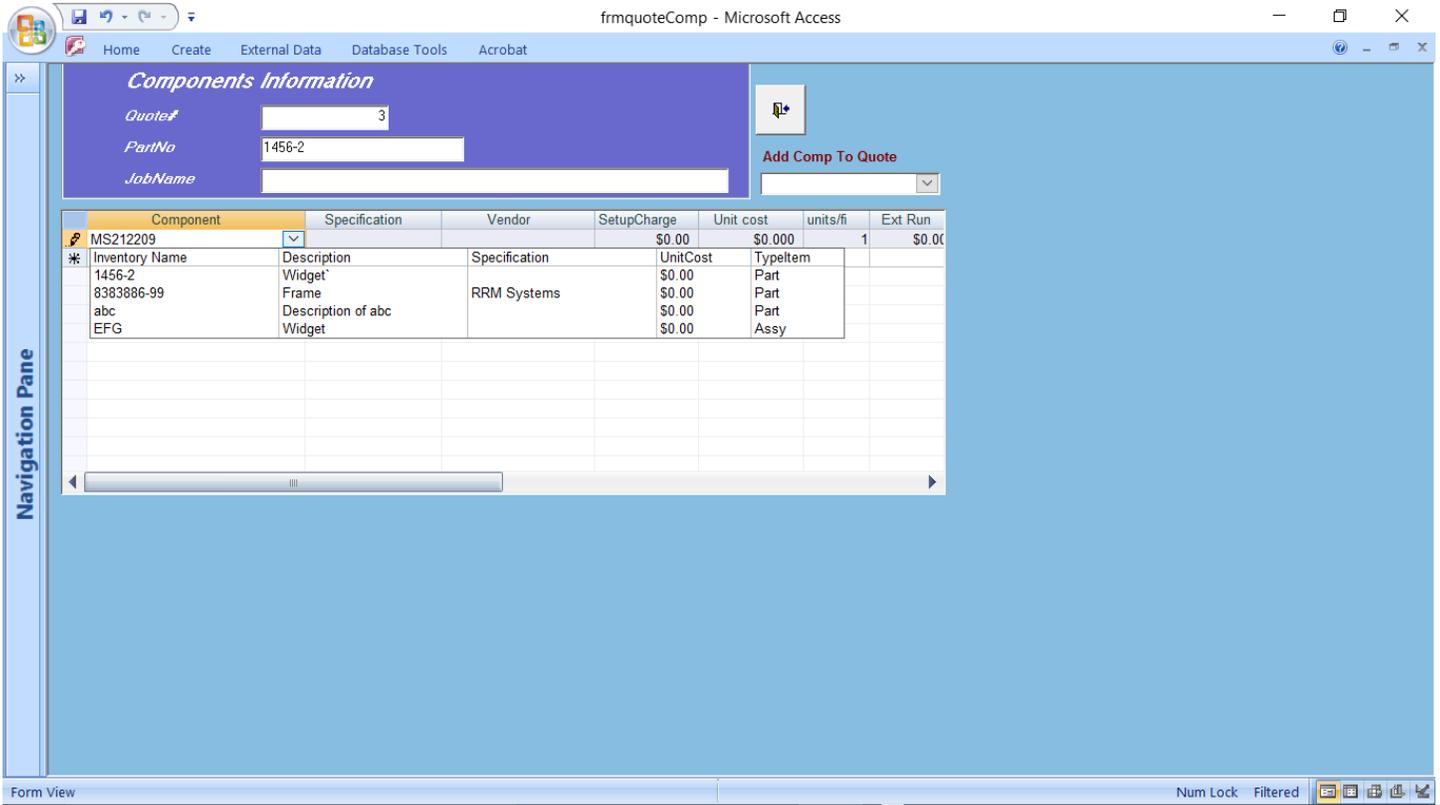
If you add a new hardware it will prompt to add and jump to inventory form

existing hardware in system or add new and it will prompt, click yes
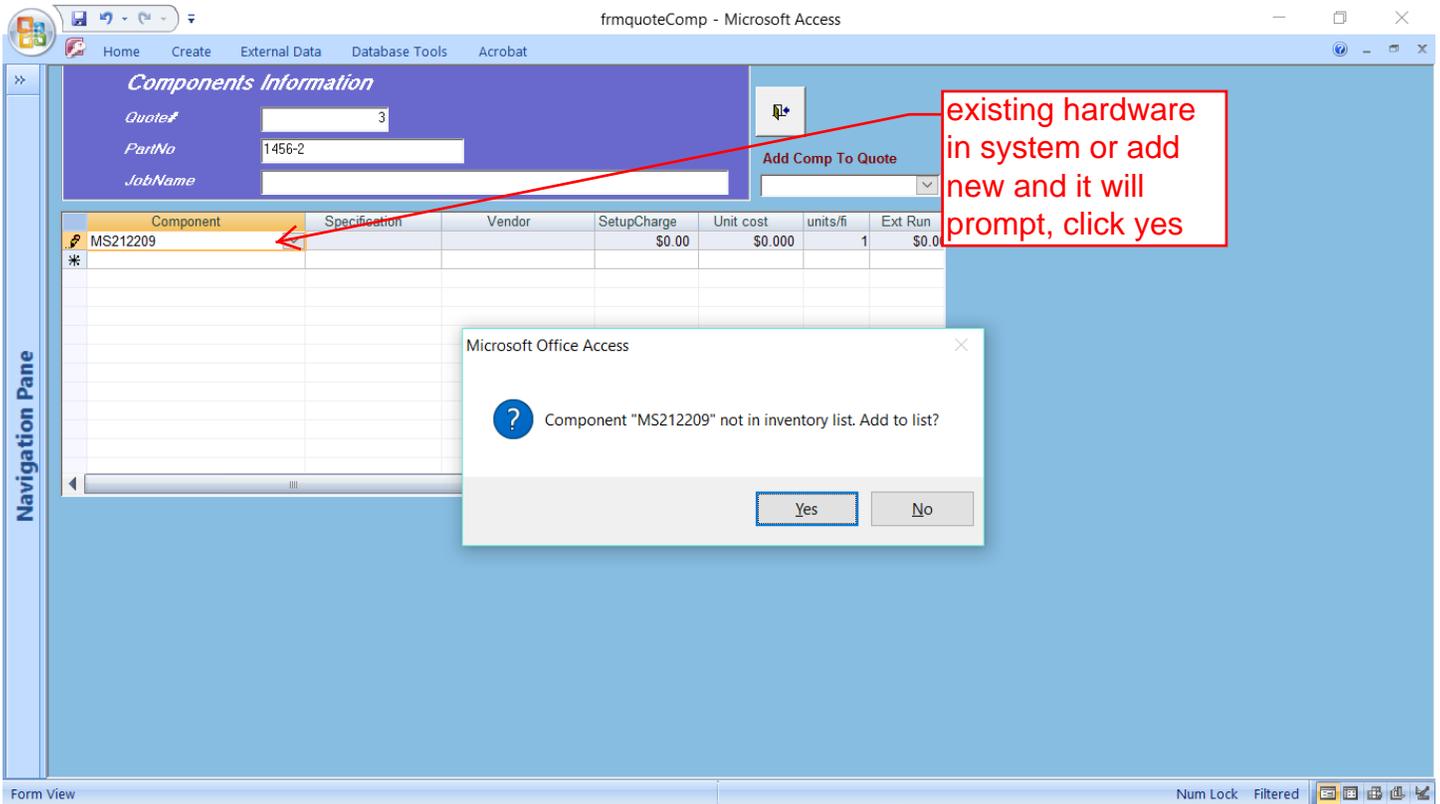
Enter the data and click the close Tab and it will jump back to the bid form

frmInventory

Basic Inventory Information | Suppliers and Manufacturer Part Numbers | Bin Information

Inventory ID: Do not use ?, *, # or " symbols

Add Inventory Item

InventoryID: 2650   TypeItem: Comp   ☑ ITAR Part

Inventory Name: MS212209-20

Description: Rivot

Specification: MS21209

Set Initial Value for Inventory

UnitMeasure: ea
UnitCost: $0.15   Safety Stock: 0   WgtperUnit: 0
Units In Stock: 0   Reorder Level: 0   CostPerUnit: $0.15
Lead Time: 0   ReOrder Qty: 0   VolPerUnit: 0

Record: 1 of 1   Filtered   Search

after entering data about the hardware close here

drop down to define type, matl, componet, 8 choices

cost per unit

enter any data about the product

Click the Review Total Tab and it will jump and calculate cost in the form quote sum

frmQuote - Microsoft Access

Home | Create | External Data | Database Tools | Acrobat

Quote Information | Prepare Bid | Contract Terms | Quote Reports

Quote Number Selected From Quote Group   3

JobName

Part No 1456-2

Quantity 10

Productivity rate: 0.95
Overhead Rate: 0.03
Target Profit: 5.00%
Markup profit: 5.26%
Commission or Burden: 0.00%
Excise tax: 0.00%
AdjSellPrice: $34.22

Back

review tab

Detailed Analysis

Material | Operation
Component | Subcontractor
Review Totals

Double Click Part Numl Jumps to Part Load Pa

Record: 1 of 1   Filtered   Search

Form View   Num Lock

You can quote multiple quantities, swipe the review qty and change to 20 and click enter button

swipe here and change quantity

Notice the qty 20 now in RED and click the enter

enter new quantity and click enter on keyboard

System will prompt for increasing material if needed and click close tab

Materials Information

Quote No.	3
PartNo	1456-2
JobName	

Add Material To Quote

Material:	Steel 4340 Bar 5.0 RD x 20FT Hr per SAE	Matl Units Reqd:	1	UM:	lbs
Inv Spec:	SAE AMS 5000	Weight per Unit:	20		
Ord Qty:	20	Qty/Fin:	1	Cost Per Wgt Unit:	$1.21	Setup Cost:	$0.00
Unit Cost:	$1.21	PO Note			

Purchase From Vendor: _____ Total Stock Cost for This Item: $24.20

change volume(qty) of material as needed for the increased qty

Record: 1 of 1   No Filter   Search

Note: Based on your new quote quantity, you may want to adjust the unit material cost Press exit when complete.

Details for sheets, bars, etc required for order   Num Lock

New pricing will show in adjusted price field, you can click the Detailed report tab to review your bid

summary report

click here for a detailed report

Cost Estimate Worksheet

CURRENT BID FACTORS   QUOTE # 3

Productivity rate:	0.95
Overhead Rate:	0.025
Target Profit:	5.00%
Markup profit:	5.26%

Commission or Burder	0.00%
Excise tax:	0.00%

Detail Report

Save Qty Review for Print

20	0	0	0	0

Quote Quantity: 10
Review Quantity: 20

touch this tab and the new qty price will load into system

	SETUP	RUN	TOTALS
LABOR ACTUAL	$115.25	$0.0000	$115.250
	Productivity Adjustment		$121.316
	Overhead Adjustment		$3.033
MATL/COMP	$0.00	$2.5700	$51.400
SUB CONTRACT	$125.00	$5.0000	$225.000
	BREAK EVEN COST		$400.749

PROFIT MARKUP	$21.092
BREAK EVEN/PIECE	$20.037
TARGET ORDER SELLING PRICE	$421.840
TARGET UNIT SELLING PRICE	$21.092
COMMISSION ADD	$0.000
ADJUSTED PRICE	$21.092
EXCISE ADD	$0.000
ADJUSTED PRICE	$21.09

new price for higher qty will diplay

Form View   Num Lock

Detailed report showing all activities, right mouse click and close

Close and it will jump back to the bid form

right mouse click and close

Click the close tab and system will prompt to revert back to the original values
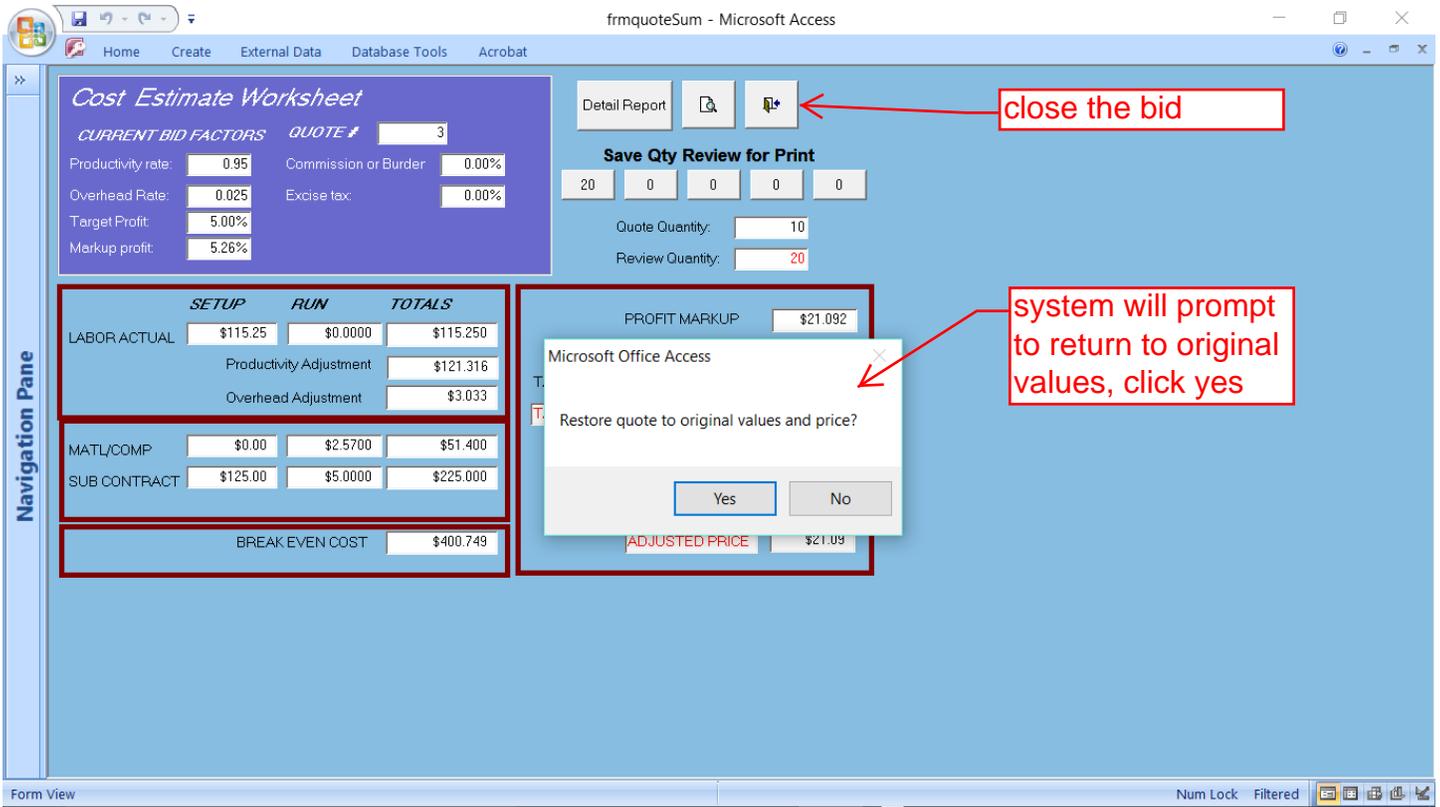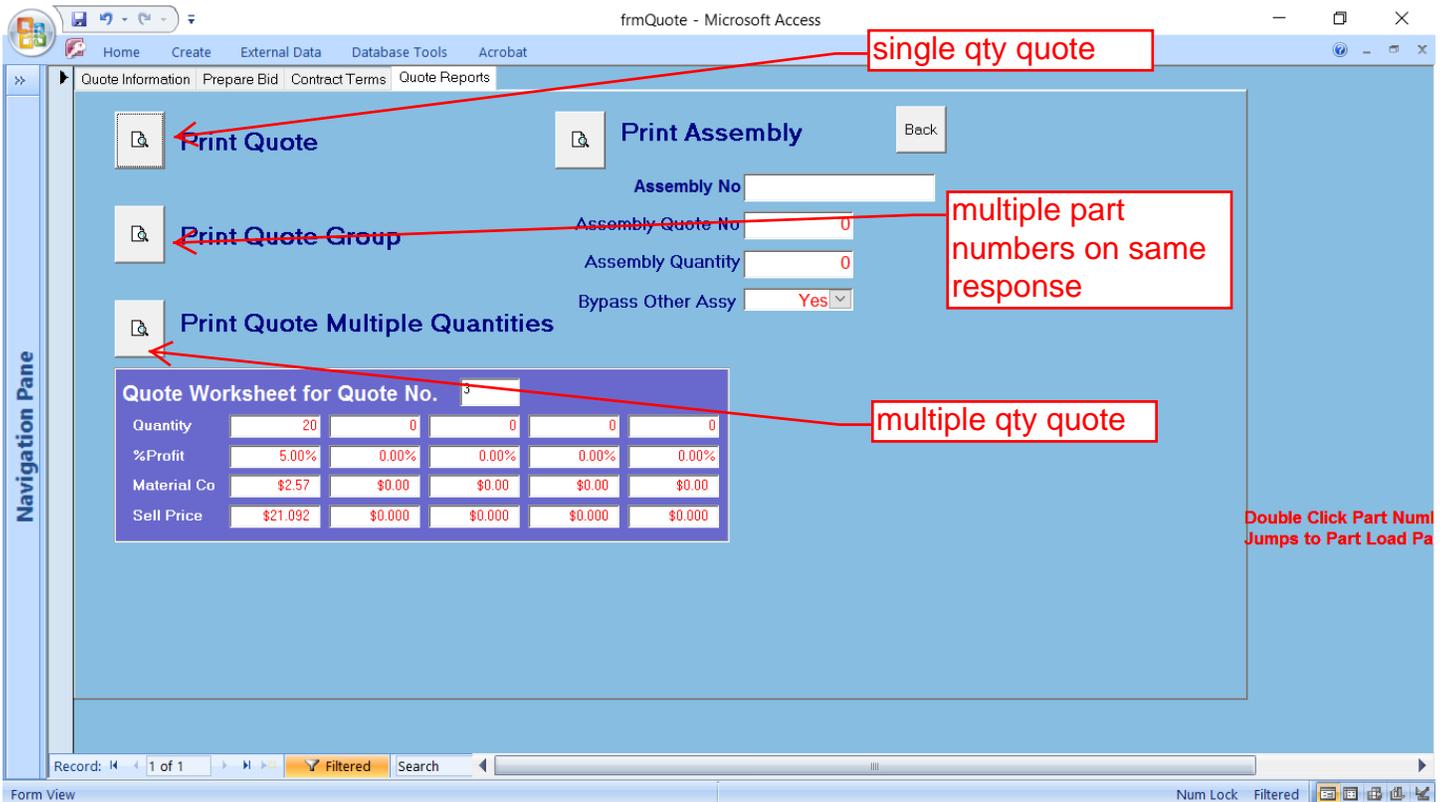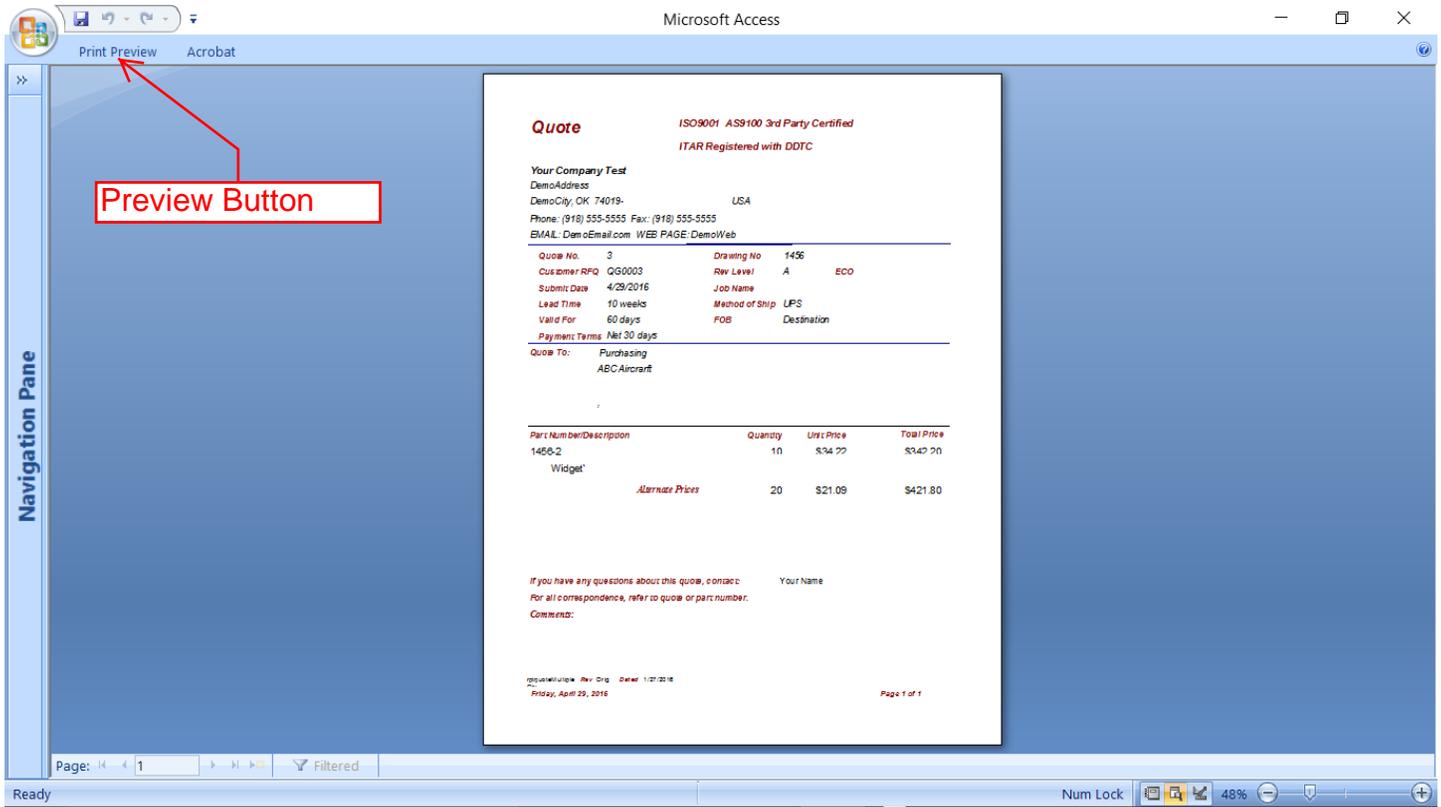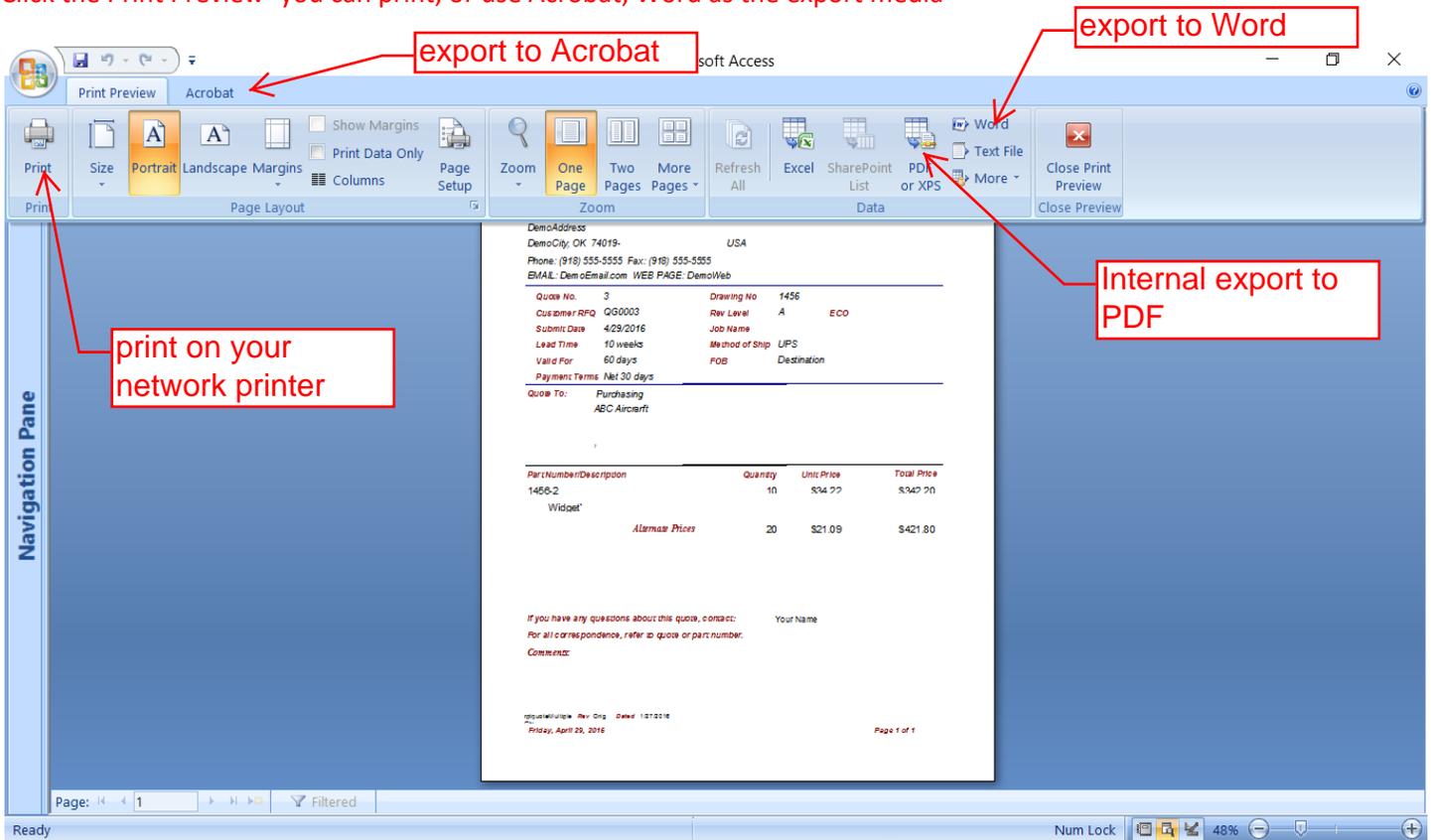

Click to Quote report tab and the print form will display, select Print Quote Multiple Quantity

You can print this report on you network printer or export it to a directory relevant to your customers data

Preview Button

Click the Print Preview- you can print, or use Acrobat, Word as the export media

export to Word

export to Acrobat

Internal export to PDF

print on your network printer

When exporting direct and then name the file, (browse to customer location on server)

browse to directory of your customer

name the part

click OK and quote would save to the directory