
Hitachi Sourcing Platform

Contract Negotiation

1. Step-by-Step Guidance

2. Messaging Board

1. Step-by-Step Guidance

1. Supplier Landing Screen / Access

HITACHI Inspire the Next 12:43 WET - Western Europe Time **PREPRODUCTION ENVIRONMENT** Welcome **LAUREN CAMELL**

Main Dashboard

MY BID COLLECTORS WITH PENDING RESPONSES

MY EDITABLE ASSESSMENTS

MY RFIS WITH PENDING RESPONSES

MY ACTIONS LIST

CONTRACTS IN NEGOTIATION

TITLE	CODE	END/DELIVERY DATE
Hitachi Rail Limited / Supplier - 2-way NDA	con_2500	

MY RFQs WITH PENDING RESPONSES

TITLE	BUYER ORGANISATION	TIME TO CLOSE	RFQ CLOSING DATE/TIME	RESPONSE STATUS
Hitachi Test RFQ	HITACHI	04:16:30	04/03/2022 17:00	No Response Prepared

RECEIVED ACTION COLLABORATIONS

MY RUNNING SURVEYS

SURVEY TYPE	SURVEY OBJECT	SCORECARD TITLE	BUYER ORGANISATION	SURVEY DEADLINE	LAST SAVED ON
Risk Scorecard	---	---	HITACHI	08/03/2022 09:00	

OPEN AND PENDING AUCTIONS

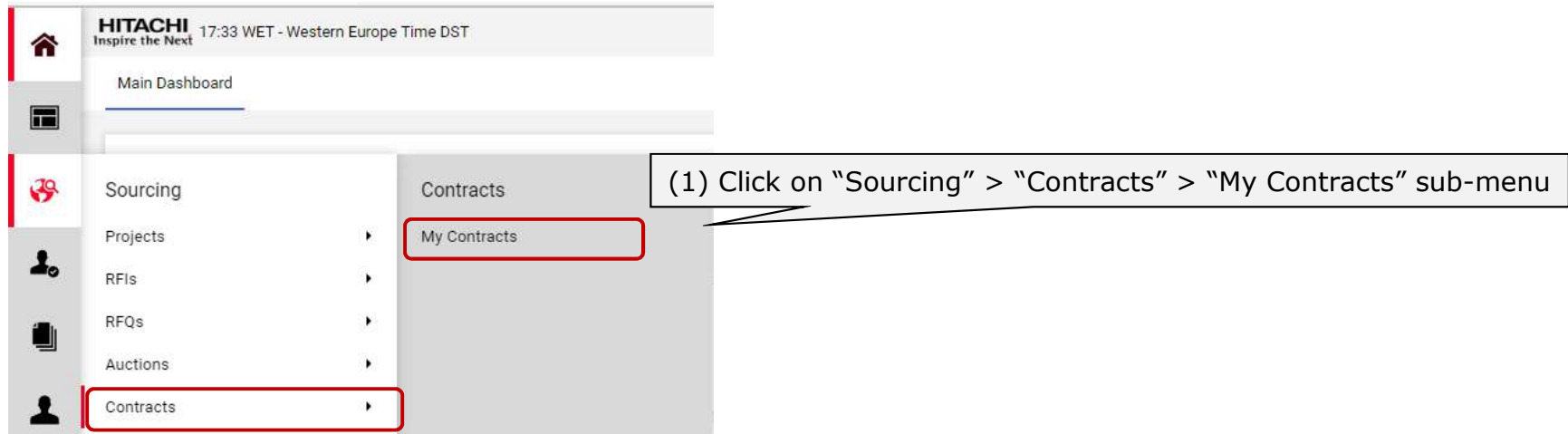
(1) You can access the Contract that you have been sent to via the Dashboard upon logging in

1. Step-by-Step Guidance

Supplier Manual

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1.1.1. Alternatively, you are able to navigate the system to Contract's



1.1.2. Open the Contract you have been invited to

Contracts

My Contracts

Enter Filter (type to start search)

> Filter Details

Showing Result 1 - 2 of 2

	CODE	TITLE			CONTRACT TYPE	END/DELIVERY DATE	START/SIGNATURE DATE	STATUS	DIVISION
1	con_2467	NDA 21.3	HITACHI	HRE Buyer	Rail BU - NDA	30/11/2021	10/11/2021	Expired	SIM Users (Non-SSO)
2	con_2466	21.3 CONTRACT TEST FROM TEMPLATE	HITACHI	HRE Buyer	Rail BU - Direct Supply Agreement		09/11/2021	Active	SIM Users (Non-SSO)

(2) Click on the Contract that you have been sent for review

1. Step-by-Step Guidance

Supplier Manual

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1.1.3. Reviewing the Contract

← Contract: con_2114 - Contract_XXXX ● Published

Details Contents Management Messages (Unread 0)

Settings Associated Users Actions (0)

→ Overview

(3) Basic Contract Information will appear under Details > Settings

Code con_2114	Title Contract_XXXX
Description The supply of goods relating to X for X project	Reference
Contract Enabled for Procurement No	
End/Delivery Date Type Fixed	
Start/Signature Date 24/07/2020 00:00	End/Delivery Date 22/07/2022 23:59
Total Price	Currency
Status Published	Contract Manager HRL L&D Buyer
Division Hitachi Rail Limited (UK)	

1. Step-by-Step Guidance

Supplier Manual

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1.1.4. Reviewing the Contract

← Contract: con_2114 - Contract_XXXX ● Published

Details Contents Management Messages (Unread 0)

Additional Information Prices (→) MCD (Sent To Main Contractor)

→ Approved MCD

● No Approved MCD Present

Last Proposed MCD

MCD PROPOSAL 1

Original Proposal ● Sent to Main Contractor View Document

Created on 22/07/2020 11:15:19 by: HRL L&D Buyer Approval Type Main Contractor (Counter Proposal Enabled)

Requested on 22/07/2020 11:38:06 by: HRL L&D Buyer Proposal Comment Please review and confirm.

Approved on Approval Comment

Accept/Decline Proposal Create Counter Proposal

(4) Navigate to Contents Management > MCD

(5) Click View Document to open up contract to begin your review

(6) Once reviewed, either 'Accept/Decline' or if you have been given the option to, you can 'Create a Counter Proposal'

1. Step-by-Step Guidance

Supplier Manual

HITACHI
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1.1.5. Reviewing the Contract

Contract: con_2114 - Contract_XXXX Published Highlight Changes Create Counter Proposal

Proposal # 1 Sent to Main Contractor

Clause

- cls_183 - [HRL] L Agreement (IEP_ASR_WoE_TPE_Hull)_1_F...
- cls_226 - [HRL] Lite Supply Agreement (IEP_ASR_WoE_TPE_Hull)_2_F...

(9) Once reviewed click 'Back'

(8) You are able to highlight changes by clicking here

(7) After clicking on 'View document' as displayed on previous page, you can review the document in detail

Dated 2020

(1)	HITACHI RAIL LIMITED
-	And-
(2)	HRE TEST SUPPLIER 1

1. Step-by-Step Guidance

Supplier Manual

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1.1.6. Returning the Contract

← Contract: con_2114 - Contract_XXXX Published

Details Contents Management Messages (Unread 0)

Additional Information Prices (→) MCD (Sent To Main Contractor)

→ Approved MCD

No Approved MCD Present

Last Proposed MCD Accept/Decline Proposal Create Counter Proposal

MCD PROPOSAL 1

Original Proposal Sent to Main Contractor View Document

Created on 22/07/2020 11:15:19 by: HRL L&D Buyer	Approval Type Main Contractor (Counter Proposal Enabled)
Requested on 22/07/2020 11:38:06 by: HRL L&D Buyer	Proposal Comment Please review and confirm.
Approved on	Approval Comment

(10) You are then able to 'Accept or Decline' the proposal

1. Step-by-Step Guidance

Supplier Manual

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1.1.7. Returning the Contract

Contract: con_2114 - Contract_XXXX Published Cancel Decline Accept

→ MCD Proposal Details. Send your Counter Proposal to the Contract Manager

Comment

(11) Add any submission comments

Characters available 512

(12) Action your Approval or Rejection

MCD PROPOSAL 1

Original Proposal Sent to Main Contractor View Document

Created on
22/07/2020 11:15:19 by: HRL L&D Buyer

Approval Type
Main Contractor (Counter Proposal Enabled)

Requested on
22/07/2020 11:38:06 by: HRL L&D Buyer

Proposal Comment
Please review and confirm.

1. Step-by-Step Guidance

Supplier Manual

HITACHI
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1.1.8. Creating a Counter Proposal

← Contract: con_2114 - Contract_XXXX Published

Details Contents Management Messages (Unread 0)

Additional Information Prices (→) MCD (Sent To Main Contractor)

→ Approved MCD

No Approved MCD Present

Last Proposed MCD Accept/Decline Proposal Create Counter Proposal

MCD PROPOSAL 1

Original Proposal Sent to Main Contractor View Document

Created on 22/07/2020 11:15:19 by: HRL L&D Buyer	Approval Type Main Contractor (Counter Proposal Enabled)
Requested on 22/07/2020 11:38:06 by: HRL L&D Buyer	Proposal Comment Please review and confirm.
Approved on	Approval Comment

(13) If you have the option to create a counter proposal, and wish to do so click 'Create Counter Proposal'

1. Step-by-Step Guidance

Supplier Manual

HITACHI
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1.1.9. Creating a Counter Proposal

Contract: con_2114 - Contract_XXXX Published

Proposal #: 1 Sent to Main Contractor

Clause

- cls_183 - [HRL] Lite Supply Agreement (IEP_ASX_WoE_TPE_Hull)_1_F...
- cls_226 - [HRL] Lite Supply Agreement (IEP_ASX_WoE_TPE_Hull)_2_F...

1 of 29 Automatic Zoom

Dated 2020

(1) HITACHI RAIL LIMITED

This site is trying to open Word (desktop).
https://hitachi-prep.bravosolution.com wants to open this application.

☐ Always allow hitachi-prep.bravosolution.com to open links of this type in the associated app

Open Cancel

(14) Click 'Edit'

(15) Confirm to open in word to begin editing

1. Step-by-Step Guidance

Supplier Manual

HITACHI
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1.1.10. Creating a Counter Proposal

The screenshot shows a Microsoft Word document titled "9777985af5e80ec3 - Word". The document content includes several clauses, such as:

- otherwise not fit for purpose;
- (b) the cessation or material impairment of the ability of any device, functional unit of equipment, system, software or component with respect to such Equipment to perform its intended function where such cessation or material impairment arises from any failure or deficiency of the relevant device, functional unit of equipment, system or component;
- (c) any other defect, failure or fault in any such Equipment, or any part thereof or anything installed therein, which is attributable to defective design, defective workmanship or defective materials or is otherwise attributable to any failure by the Supplier to perform its obligations in accordance with this Agreement;
- "Fault Notice" means, in respect of a Fault, a notice given by the Customer to the Supplier, in writing, stating that the Customer considers that the Equipment is defective.
- Acceptance (as defined in the Agreement)
- Force majeure Event means the occurrence after the date of this Agreement of any of the following:
 - (a) war, armed conflict or civil war (whether declared or undeclared);
 - (b) riot or civil unrest or commotion;

At the bottom of the document, a status bar indicates "Page 6 of 41" and "15106 words".

A dialog box is open at the bottom of the screen with the text: "The Clause Editing session in Word has finished. To confirm your changes click Save or click Cancel to discard the changes made in Word." The dialog has two buttons: "Cancel" and "Save".

Annotations with arrows point to specific elements:

- (17) Once done, click here This will feed the updates back into the tool (points to the top-left corner of the Word window).
- (18) Then you may close (points to the top-right corner of the Word window).
- (16) Your document will then open in Word allowing you to make your changes (points to the main document area).
- (19) Once Word has closed, 'Save' changes in Sourcing Platform (points to the "Save" button in the dialog box).

1. Step-by-Step Guidance

Supplier Manual

HITACHI
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1.1.11. Returning a Counter Proposal

← Contract: con_2114 - Contract_XXXX Published

Details Contents Management Messages (Unread 0)

Additional Information Prices (—) MCD (Sent To Main Contractor)

→ Approved MCD

ⓘ No Approved MCD Present

Last Proposed MCD

MCD PROPOSAL 1

Original Proposal	View Document
Created on 22/07/2020 11:15:19 by: HRL L&D Buyer	Approval Type Main Contractor (Counter Proposal Enabled)
Requested on 22/07/2020 11:38:06 by: HRL L&D Buyer	Proposal Comment Please review and confirm.

Counter Proposal

⋮ [Send Counter Proposal](#)

(20) You can then send the counter proposal back to Hitachi

Created on 25/05/2022 18:06:59 by: HRE TEST Supplier1	
Responded on	Main Contractor Comment
Approved on	Approval Comment

1. Step-by-Step Guidance

Supplier Manual

HITACHI
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1.1.12. Returning a Counter Proposal

Contract: con_2114 - Contract_XXXX Published Cancel Send Counter Proposal

→ MCD Proposal Details. Send your Counter Proposal to the Contract Manager

(22) Send Counter Proposal

Comment

(21) Add any submission comments

Characters available 512

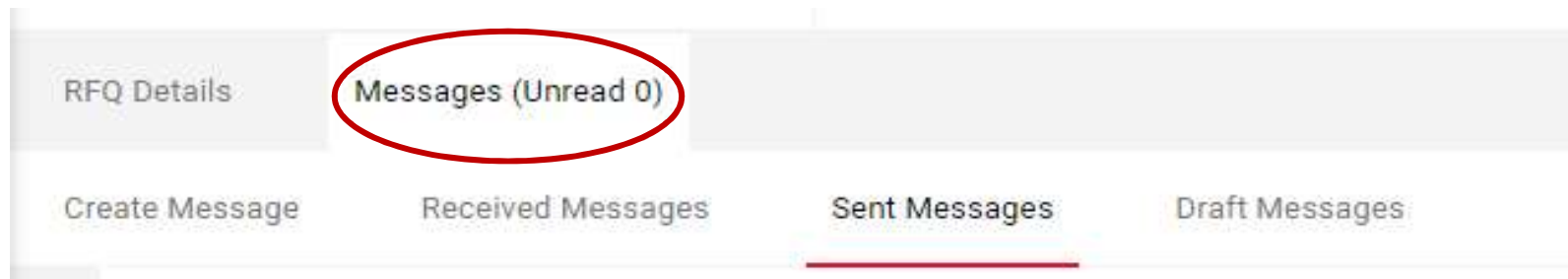
MCD PROPOSAL 1

<p>Original Proposal View Document</p> <p>Created on 22/07/2020 11:15:19 by: HRL L&D Buyer</p> <p>Approval Type Main Contractor (Counter Proposal Enabled)</p>	<p>Counter Proposal Sent to Main Contractor View Counter Proposal</p> <p>Created on 25/05/2022 18:06:59 by: HRE TEST Supplier1</p>
<p>Requested on 22/07/2020 11:38:06 by: HRL L&D Buyer</p> <p>Proposal Comment Please review and confirm.</p>	<p>Responded on</p> <p>Main Contractor Comment</p>

2. Messaging Board

For Contract Support Queries

Please use the Hitachi Sourcing Platform's Messaging Board for queries rather than email, this enables a tracked and consistent response from the correct person responsible for the Contract.



2. Messaging Board

1.1. – Using the tools Messaging Board

The screenshot shows the Hitachi Messaging Board interface. At the top, there are tabs for 'RFQ Details' and 'Messages (Unread 0)'. Below these are sub-tabs: 'Create Message', 'Received Messages', 'Sent Messages', and 'Draft Messages'. The 'Create Message' tab is active. The main form area is titled 'RFQ: rfq_1687 - Hitachi Test RFQ' and shows a 'Running' status. The form includes a 'Subject' field with the text 'Question for Q1.1.3', a 'Message' body field with the text 'Dear Hitachi, Please clarify question 1.1.3, this is not clear to us. Kind Regards Supplier X', and an 'Attachments' section with a table showing 'No Attachments'. The 'Recipients' section shows a table with one recipient, 'HITACHI'. The 'Send Message' button is highlighted in blue.

(1) Navigate to the Messages area > Create Message

(2) Input Subject title

(3) Input Message body

(4) Attach any attachments

(5) Send Message

NAME	DESCRIPTION	COMMENTS
No Attachments		

RECIPIENT
1 HITACHI

HITACHI
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