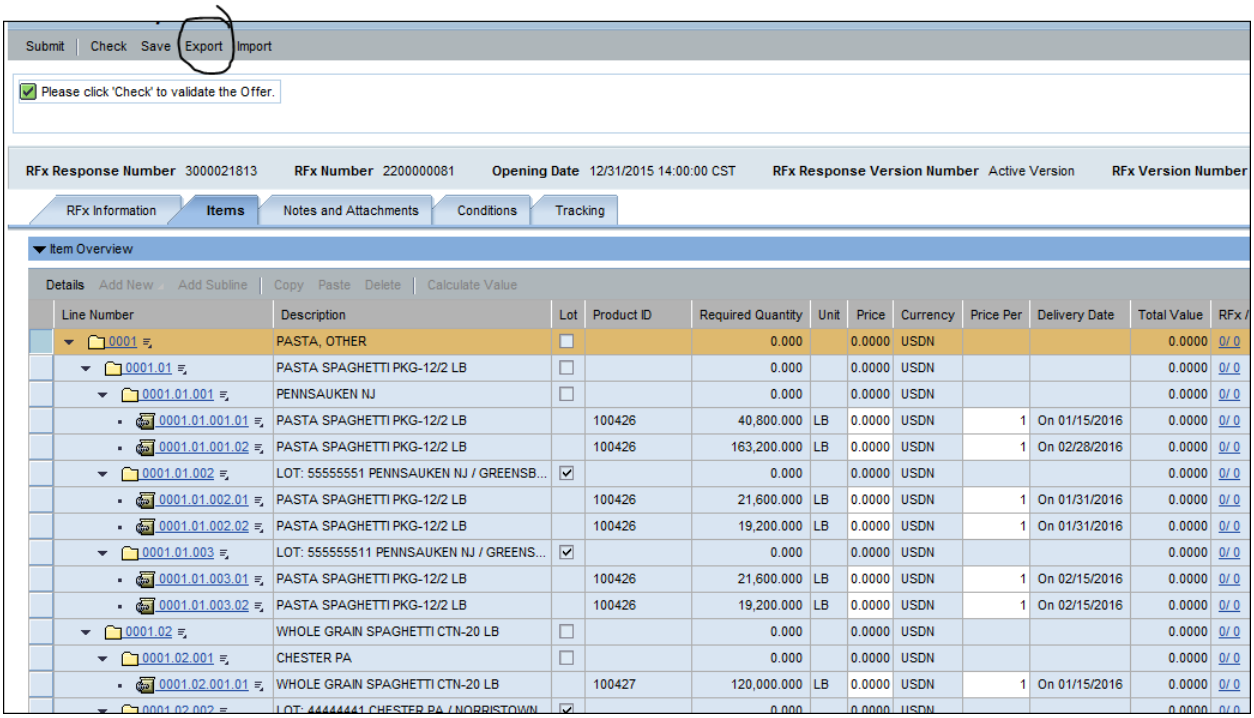
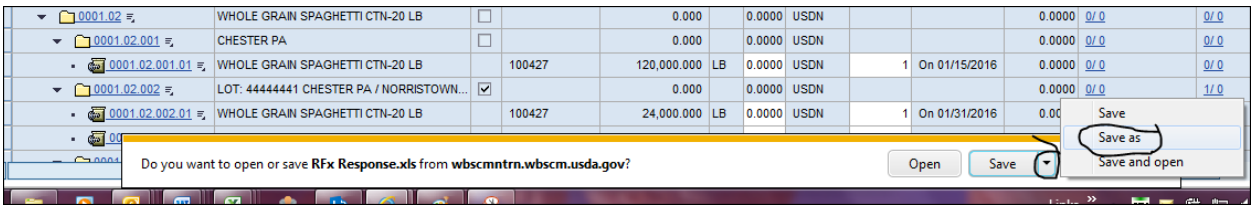
To download solicitation item details:

Press Export



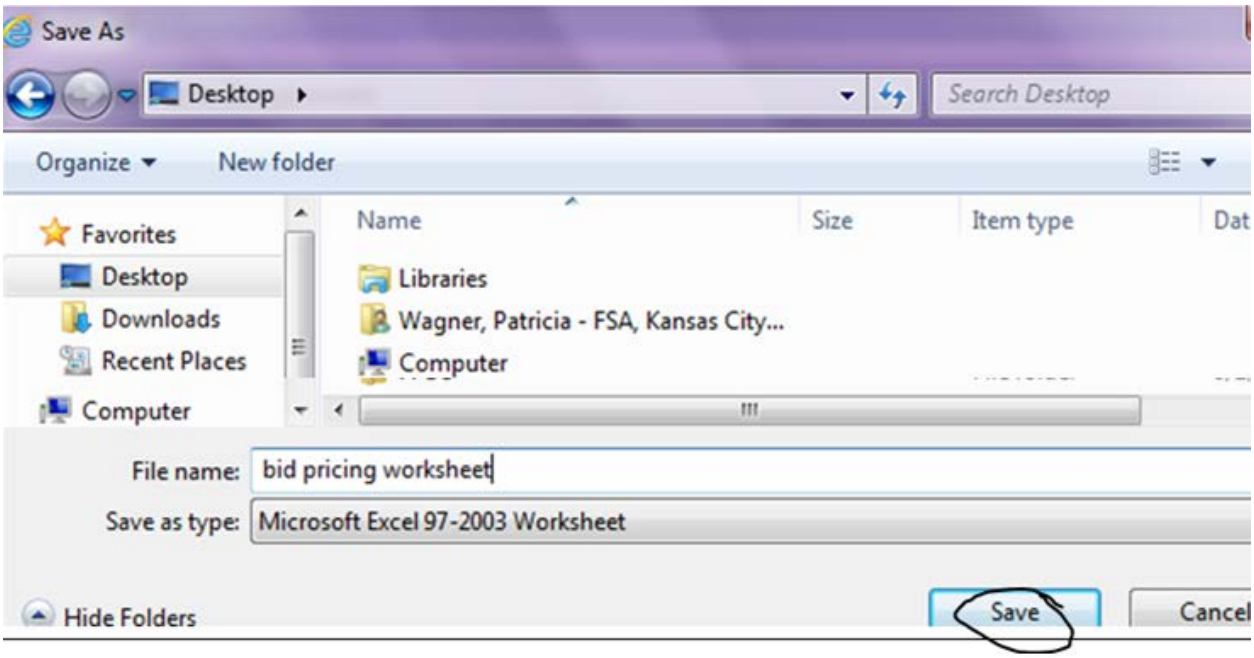
Line Number	Description	Lot	Product ID	Required Quantity	Unit	Price	Currency	Price Per	Delivery Date	Total Value	RFx /
0001	PASTA, OTHER			0.000		0.0000	USDN			0.0000	0/ 0
0001.01	PASTA SPAGHETTI PKG-12/2 LB			0.000		0.0000	USDN			0.0000	0/ 0
0001.01.001	PENNSAUKEN NJ			0.000		0.0000	USDN			0.0000	0/ 0
0001.01.001.01	PASTA SPAGHETTI PKG-12/2 LB		100426	40,800.000	LB	0.0000	USDN	1	On 01/15/2016	0.0000	0/ 0
0001.01.001.02	PASTA SPAGHETTI PKG-12/2 LB		100426	163,200.000	LB	0.0000	USDN	1	On 02/28/2016	0.0000	0/ 0
0001.01.002	LOT: 55555551 PENNSAUKEN NJ / GREENSB...	☑		0.000		0.0000	USDN			0.0000	0/ 0
0001.01.002.01	PASTA SPAGHETTI PKG-12/2 LB		100426	21,600.000	LB	0.0000	USDN	1	On 01/31/2016	0.0000	0/ 0
0001.01.002.02	PASTA SPAGHETTI PKG-12/2 LB		100426	19,200.000	LB	0.0000	USDN	1	On 01/31/2016	0.0000	0/ 0
0001.01.003	LOT: 555555511 PENNSAUKEN NJ / GREENS...	☑		0.000		0.0000	USDN			0.0000	0/ 0
0001.01.003.01	PASTA SPAGHETTI PKG-12/2 LB		100426	21,600.000	LB	0.0000	USDN	1	On 02/15/2016	0.0000	0/ 0
0001.01.003.02	PASTA SPAGHETTI PKG-12/2 LB		100426	19,200.000	LB	0.0000	USDN	1	On 02/15/2016	0.0000	0/ 0
0001.02	WHOLE GRAIN SPAGHETTI CTN-20 LB			0.000		0.0000	USDN			0.0000	0/ 0
0001.02.001	CHESTER PA			0.000		0.0000	USDN			0.0000	0/ 0
0001.02.001.01	WHOLE GRAIN SPAGHETTI CTN-20 LB		100427	120,000.000	LB	0.0000	USDN	1	On 01/15/2016	0.0000	0/ 0
0001.02.002	LOT: 44444441 CHESTER PA / NORRISTOWN...	☑		0.000		0.0000	USDN			0.0000	0/ 0
0001.02.002.01	WHOLE GRAIN SPAGHETTI CTN-20 LB		100427	24,000.000	LB	0.0000	USDN	1	On 01/31/2016	0.00	

Scroll to bottom of screen. VERY important: Do NOT select Open. You must use the dropdown arrow to select SAVE AS.

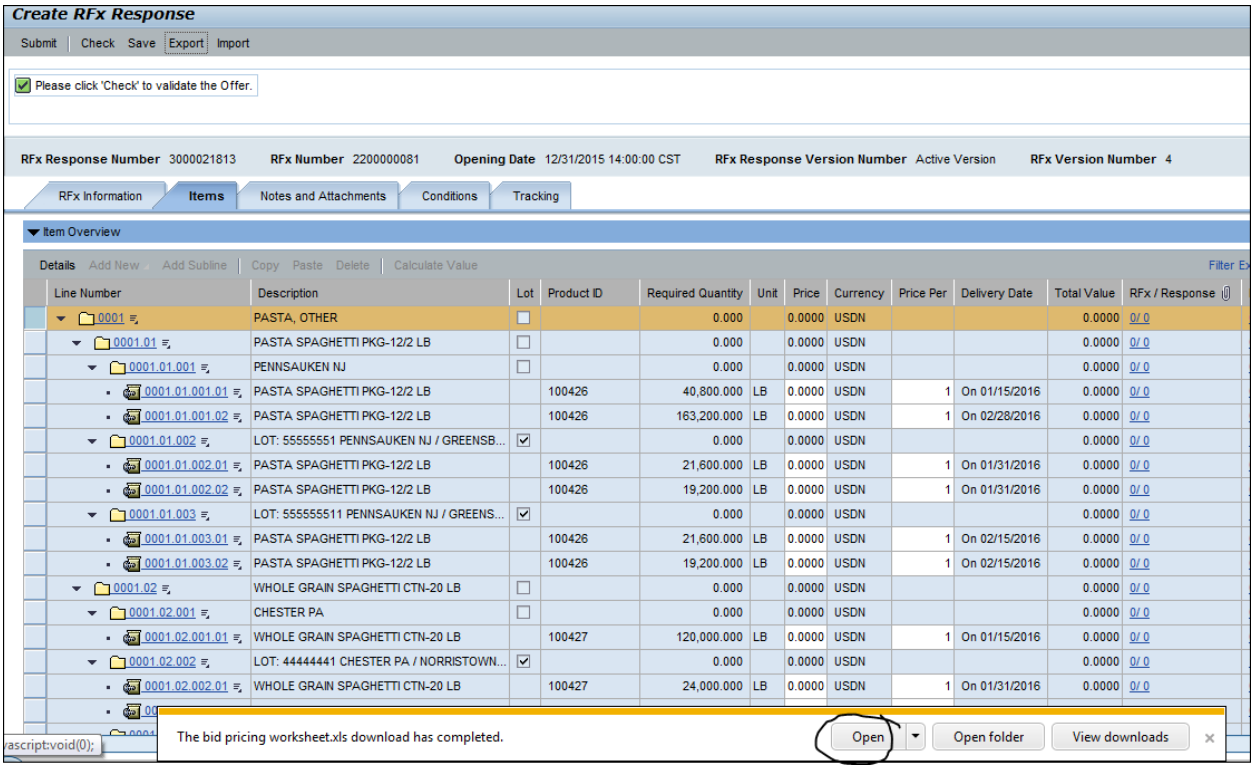


Note: If you just click on Save, the system will place a document titled 'RFx Response.xls' in a default directory. By using Save As, you are in control of the file name and directory location, which is why we recommend always selecting Save As.

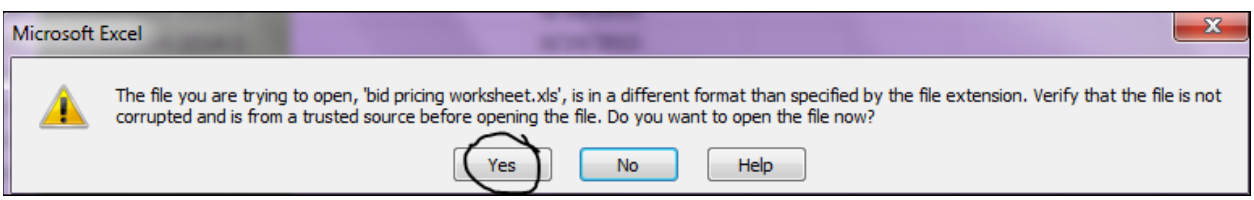
Give the document a file name and save it to the appropriate directory location, but do NOT change the default format of Microsoft Excel 97-2003 Worksheet, then select Save.



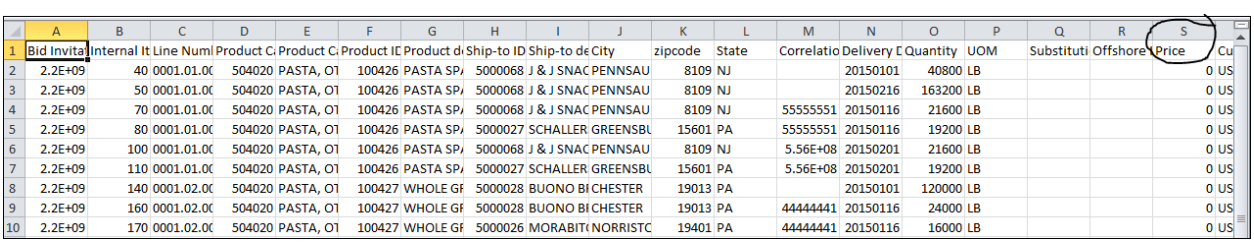
When you have saved your document, you will see a message saying “the [filename.xls] download has completed.” At this point, select Open.



You will get the following popup message about the file being in a different format. Select YES.



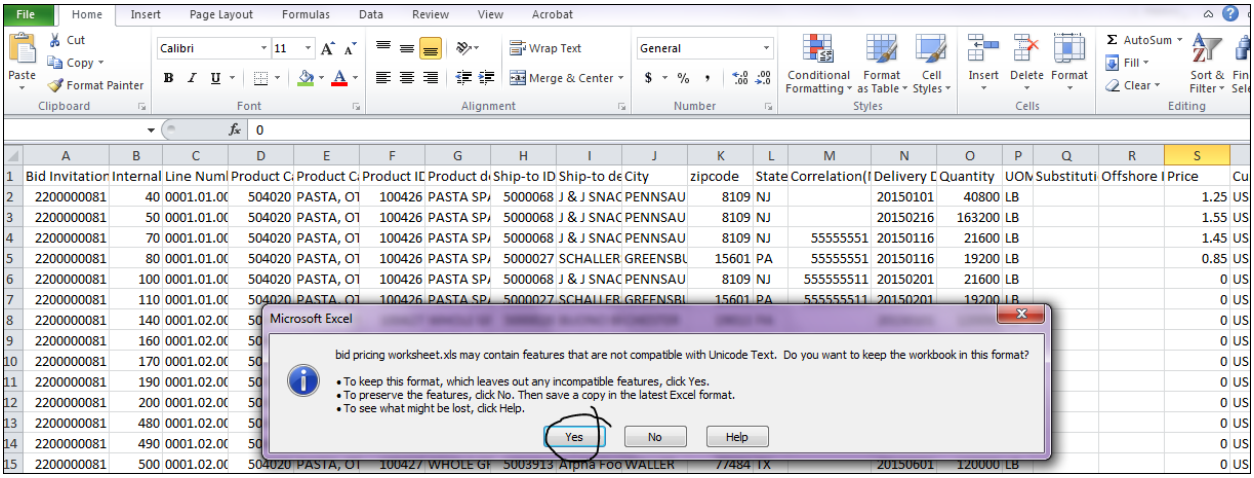
The document will open in Excel. You may expand the column widths to better display the data, but do NOT delete any columns and do NOT adjust the formatting of any cells.



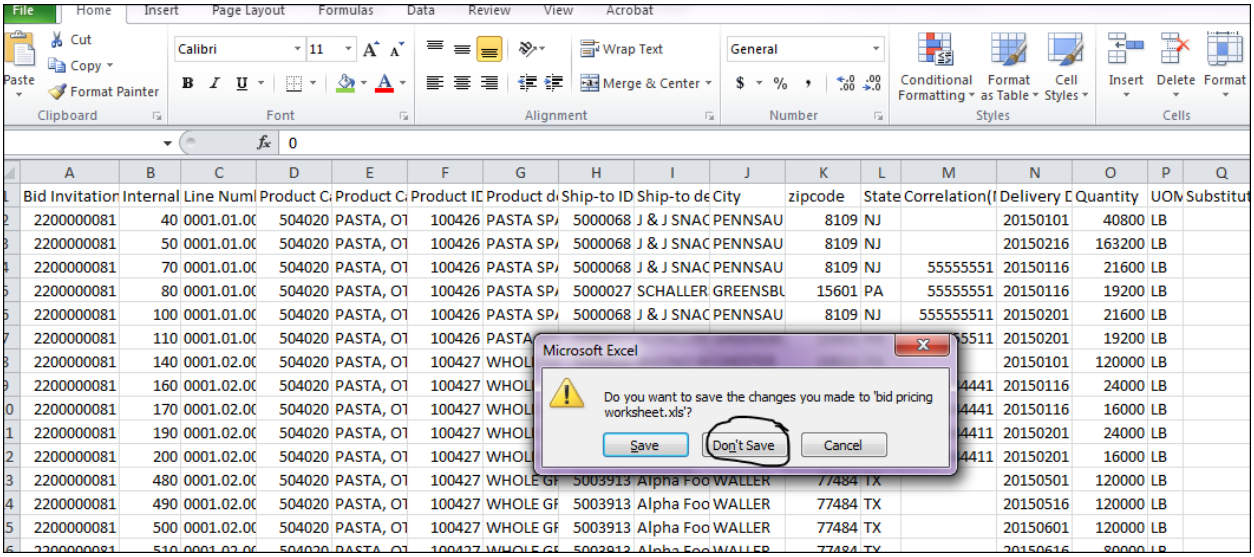
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	
1	Bid Invita	Internal It	Line Numl	Product C	Product C	Product IE	Product d	Ship-to ID	Ship-to de	City	zipcode	State	Correlatio	Delivery D	Quantity	UOM	Substituti	Offshore	Price	Cu
2	2.2E+09	40	0001.01.0(	504020	PASTA, OT	100426	PASTA SP/	5000068	J & J SNAC	PENNSAU	8109	NJ		20150101	40800	LB			0	US
3	2.2E+09	50	0001.01.0(	504020	PASTA, OT	100426	PASTA SP/	5000068	J & J SNAC	PENNSAU	8109	NJ		20150216	163200	LB			0	US
4	2.2E+09	70	0001.01.0(	504020	PASTA, OT	100426	PASTA SP/	5000068	J & J SNAC	PENNSAU	8109	NJ	55555551	20150116	21600	LB			0	US
5	2.2E+09	80	0001.01.0(	504020	PASTA, OT	100426	PASTA SP/	5000027	SCHALLER	GREENSBU	15601	PA	55555551	20150116	19200	LB			0	US
6	2.2E+09	100	0001.01.0(	504020	PASTA, OT	100426	PASTA SP/	5000068	J & J SNAC	PENNSAU	8109	NJ	5.56E+08	20150201	21600	LB			0	US
7	2.2E+09	110	0001.01.0(	504020	PASTA, OT	100426	PASTA SP/	5000027	SCHALLER	GREENSBU	15601	PA	5.56E+08	20150201	19200	LB			0	US
8	2.2E+09	140	0001.02.0(	504020	PASTA, OT	100427	WHOLE GF	5000028	BUONO BI	CHESTER	19013	PA		20150101	120000	LB			0	US
9	2.2E+09	160	0001.02.0(	504020	PASTA, OT	100427	WHOLE GF	5000028	BUONO BI	CHESTER	19013	PA	44444441	20150116	24000	LB			0	US
10	2.2E+09	170	0001.02.0(	504020	PASTA, OT	100427	WHOLE GF	5000026	MORABIT(	NORRISTC	19401	PA	44444441	20150116	16000	LB			0	US

Enter a price per 1 pound in the applicable line items in the Price column. If the currency shows USDN, you may enter a price up to 4 digits to the right of the decimal (0.0000); if the currency shows USD, you may enter a price up to 2 digits to the right of the decimal (0.00).

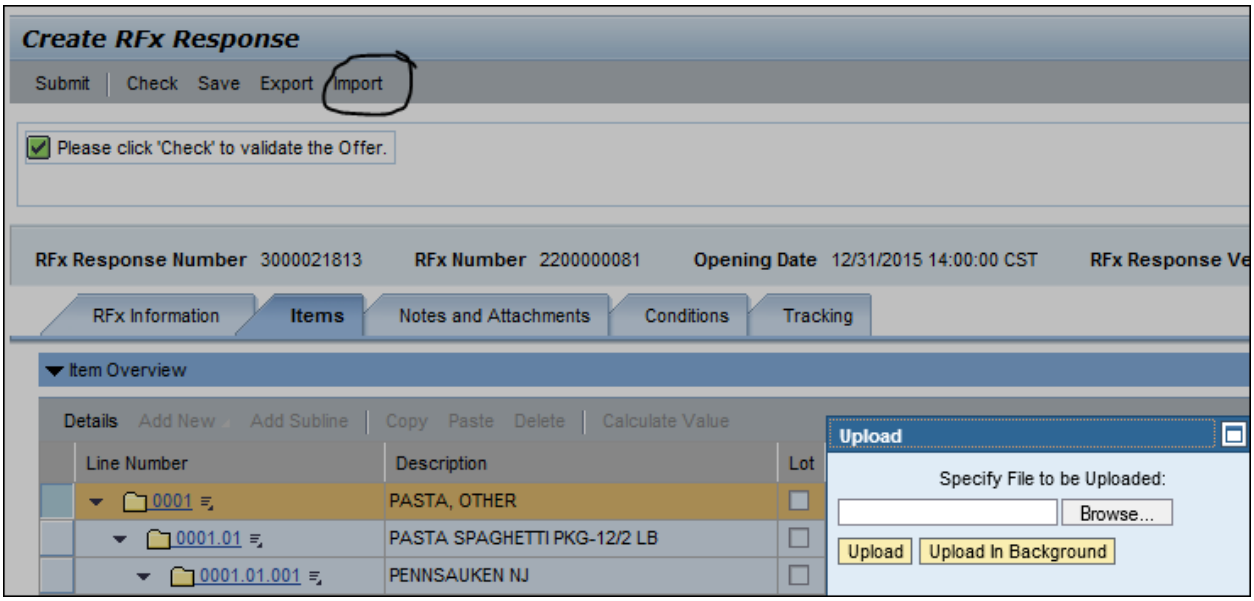
When you have finished entering all of the prices you want, select File-Save. You will get the following popup message about the file containing features not compatible with Unicode Text.
Select YES.



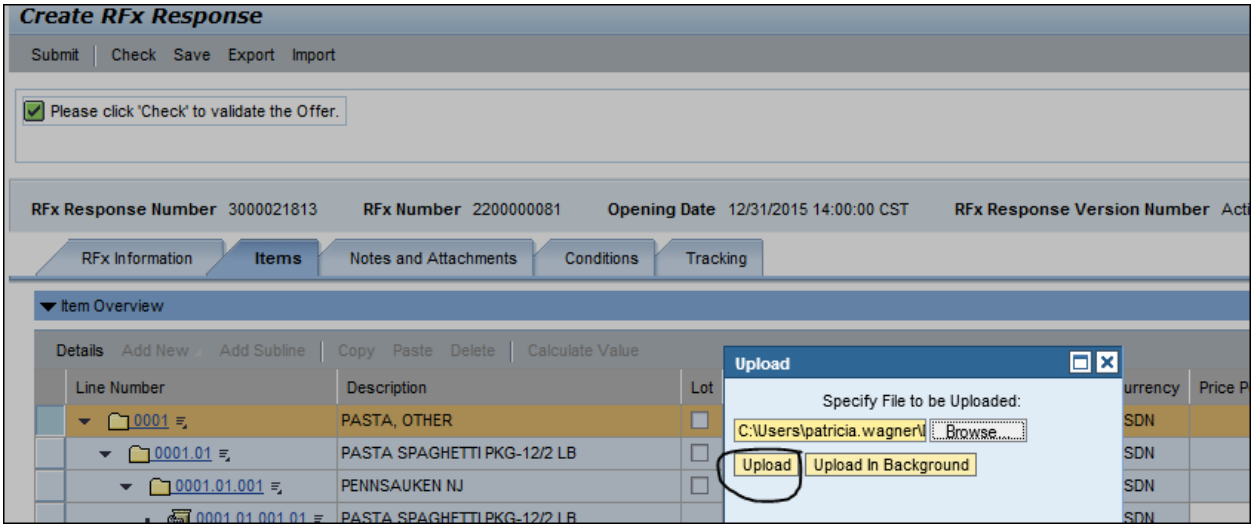
Close spreadsheet by pressing the X in the top right corner. You will get a popup message asking if you want to save the changes.
Select DON'T SAVE.



You are now ready to import the spreadsheet into your plant offer.
Select Import



Browse for your document, then press Upload.



You should see the prices you entered on the spreadsheet. Make any manual price changes you like, and finish the bidding process as usual.

Create RFx Response

Submit | Check Save Export Import

RFx Response Number 3000021813 **RFx Number** 2200000081 **Opening Date** 12/31/2015 14:00:00 CST **RFx Response Version Number** Active Version

RFx Information | **Items** | Notes and Attachments | Conditions | Tracking

Item Overview

Details Add New Add Subline | Copy Paste Delete | Calculate Value

Line Number	Description	Lot	Product ID	Required Quantity	Unit	Price	Currency	Price Per	Delivery Da
0001	PASTA, OTHER	☐		0.000		0.0000	USDN		
0001.01	PASTA SPAGHETTI PKG-12/2 LB	☐		0.000		0.0000	USDN		
0001.01.001	PENNSAUKEN NJ	☐		0.000		0.0000	USDN		
0001.01.001.01	PASTA SPAGHETTI PKG-12/2 LB		100426	40,800.000	LB	1.2500	USDN	1	On 01/15/20
0001.01.001.02	PASTA SPAGHETTI PKG-12/2 LB		100426	163,200.000	LB	1.5500	USDN	1	On 02/28/20
0001.01.002	LOT: 55555551 PENNSAUKEN NJ / GREENSB...	☑		0.000		0.0000	USDN		
0001.01.002.01	PASTA SPAGHETTI PKG-12/2 LB		100426	21,600.000	LB	1.4500	USDN	1	On 01/31/20
0001.01.002.02	PASTA SPAGHETTI PKG-12/2 LB		100426	19,200.000	LB	0.8500	USDN	1	On 01/31/20
0001.01.003	LOT: 555555511 PENNSAUKEN NJ / GREENS...	☑		0.000		0.0000	USDN		
0001.01.003.01	PASTA SPAGHETTI PKG-12/2 LB		100426	21,600.000	LB	0.0000	USDN	1	On 02/15/20
0001.01.003.02	PASTA SPAGHETTI PKG-12/2 LB		100426	19,200.000	LB	0.0000	USDN	1	On 02/15/20
0001.02	WHOLE GRAIN SPAGHETTI CTN-20 LB	☐		0.000		0.0000	USDN		
0001.02.001	CHESTER PA	☐		0.000		0.0000	USDN		
0001.02.001.01	WHOLE GRAIN SPAGHETTI CTN-20 LB		100427	120,000.000	LB	0.0000	USDN	1	On 01/15/20
0001.02.002	LOT: 44444441 CHESTER PA / NORRISTOWN...	☑		0.000		0.0000	USDN		

When importing your pricing document, if you receive the following error, you didn't save your file correctly and you will most likely need to Export a new file to start the process over, or you can manually enter your prices on the offer page.

Edit RFx Response:

Submit | Check Save Export Import

Changing file format is not permited, export new file import data again