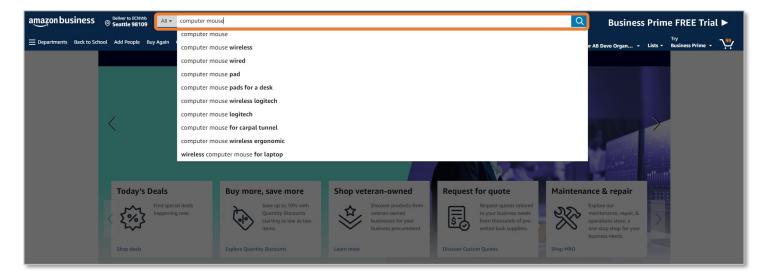




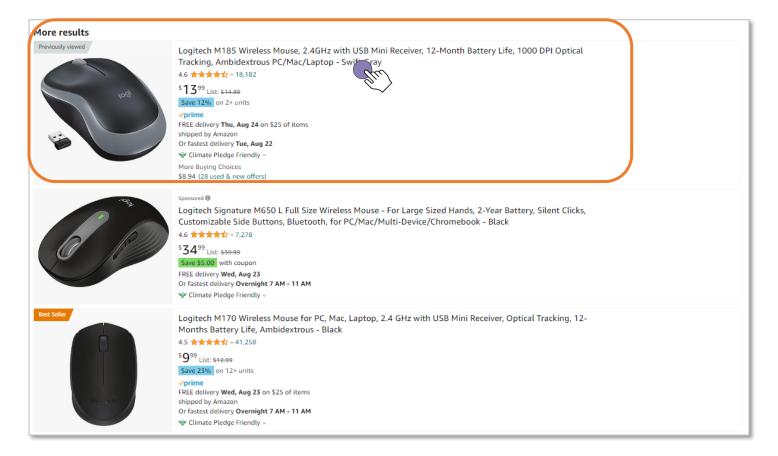
Request for Quote

1. Search for the item you looking to purchase.

Request for quote is also accessible by navigating to https://www.amazon.com/ab/bulk-order/input or www.amazon.com/requestforquote

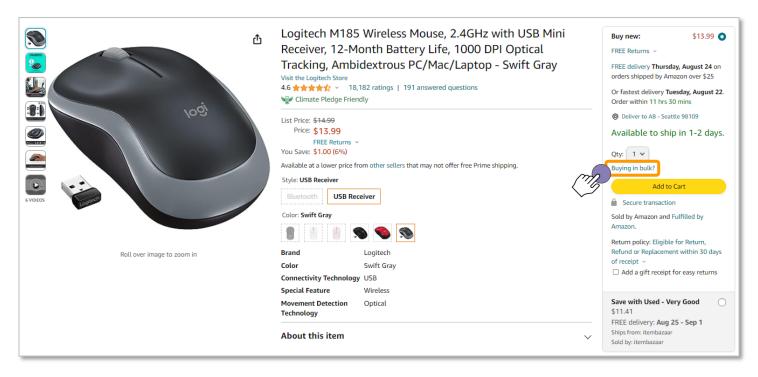


2. Select the item that you are searching for or that best suits your needs.

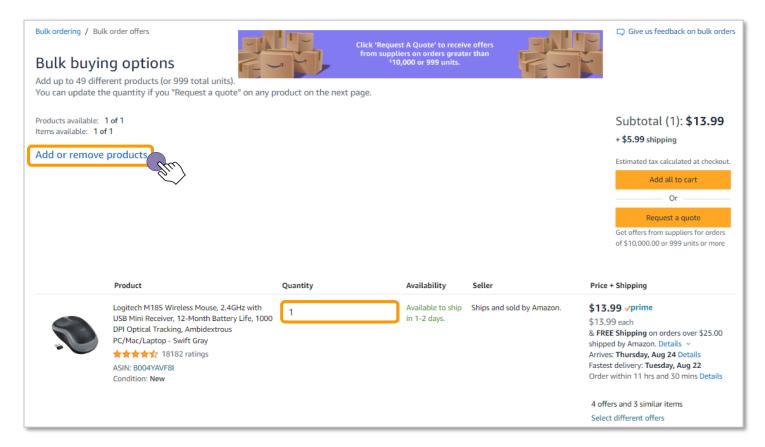


3. On the product detail page, select Buying in bulk?

NOTE: Not all products will qualify for buying in bulk. Items that do not qualify will not have the option to select Buying in bulk?

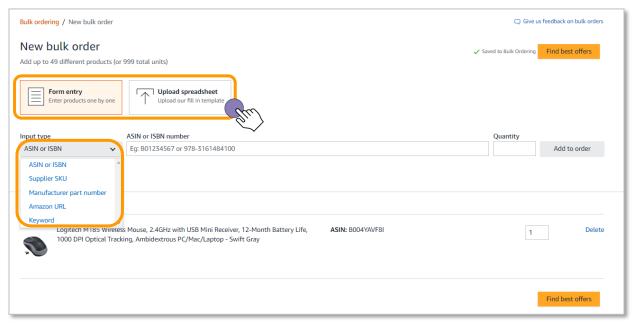


4. Begin building your basket with the items you need to purchase. You can edit the items shown, and add or remove items using by clicking Add or remove products.





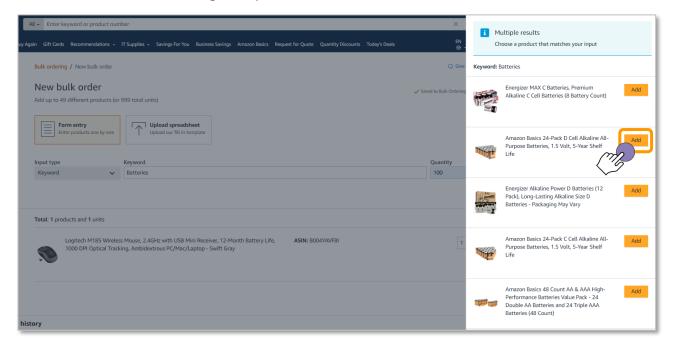
5. Find your selection of products utilizing filters such as ASIN, SKU, or Keywords. One may also upload a bulk order form with product details using the Amazon Business template.



6. If utilizing the search option, enter the ASIN, SKU, or Keyword, etc... that you are searching for as well as the quantity you wish to purchase then click Add to order.



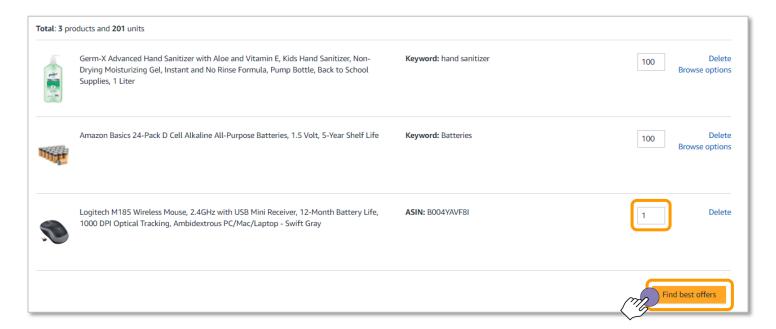
7. You should now see multiple results for the item you are search for on the right hand side of the page. Choose the product that matches your input by clicking Add. Repeat the process for any other items you wish to obtain pricing for. You may add up to 49 products or up to 999 total units within a single request.



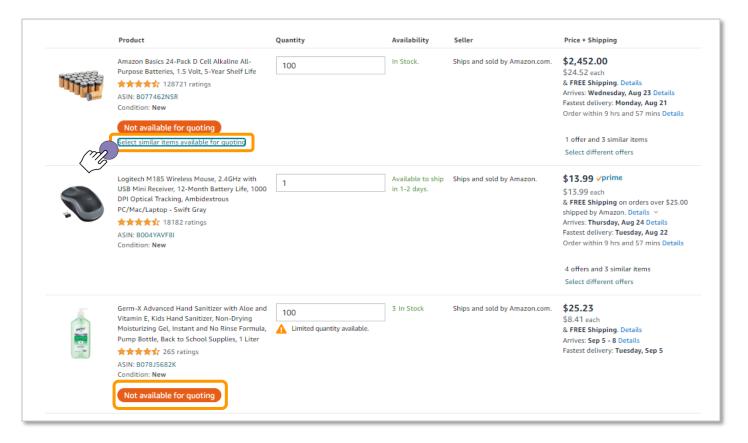


8. When you list of items is complete, click Find best offers.

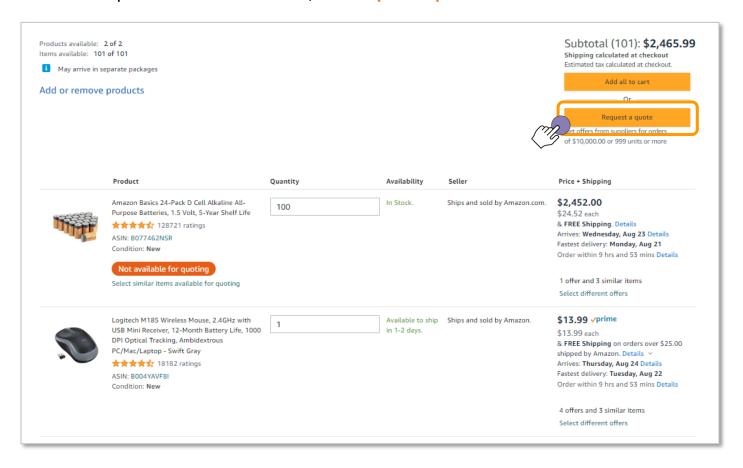
NOTE: If you need more than 999 units of an item, leave the quantity at "1". You will have the opportunity to update this quantity in a future step in the process (see step #11 in this guide)



9. Results shown will be the best offers available on Amazon Business without a custom quote. If pricing available meets your pricing requirements, you may purchase immediately. Items not eligible for quoting will display an orange badge that states **Not available for quoting**. In these cases, you may have the option to choose to **Select similar items available for quoting**.

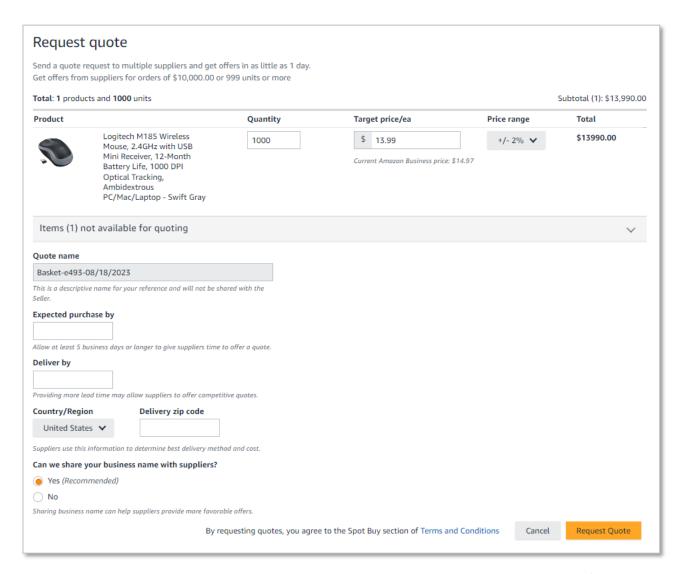


10. Once all products have been added, click Request a quote.



11. Enter all required fields including, Quantity needed, Target price per unit, Price range from target price, Expected purchase by date, Deliver by date, Delivery zip code, and Can we share your business name with suppliers? Once completed, click Request Quote.

NOTE: Current standard Amazon Business price for each item will be show beneath the **Target price/ea**.

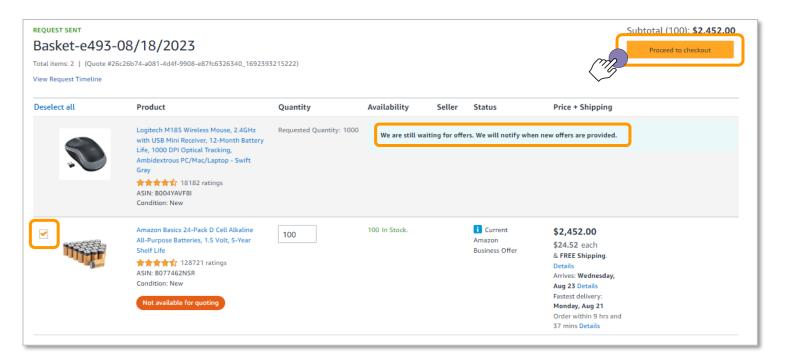


Once the request has been made, this tool uses Amazon Business's network of suppliers to identify available inventory at your target price point. Quotes are typically available within 3-5 business days. Amazon Business cannot guarantee that inventory and pricing will meet your desired requests but typical savings through the request for quote tool are approximately 10%.

12. You will have individual quotes for each request that you have made. Requests will show the date they were requested as well as when the quote is due. Click view request to see the status of the request.



13. If an offer has not yet been offered for a quote request a message "We are still waiting for offers. We will notify when new offers are provided" will be shown next to the item. You are not required to wait for all items to have offers made prior to purchasing items in your basket. If you wish to place an order for a quantity of items in your basket select that item and click proceed to checkout and complete your purchase through the standard checkout process.



NOTE: Not all customers may have access to this feature. Additionally, depending on the product, quantity, pricing, and delivery requirements you select, sellers may be unable to provide an offer for your quote request. If that is the case, you may not receive responses to your quote request.

