

How to revoke a submitted inquiry scheme (document) on the web side

After the user submits the inquiry scheme, if no one approves the documentation, the inquiry list submitted by the user can be withdrawn.

Users can log in to the OLISS Web side and follow steps 1-5 in the "Purchase Management → Inquiry Management" interface.

1. Click to enter the "Inquiry Management" interface

2. Quickly find the target documentation according to keywords and filter columns View the expired RFQs(166) Check My RFQ Only

No.	RFQ No.	RFQ Name	Inquiry Mode	Purchase Appl No./Appl	Purchase Plan Type	Vessel	Number of Inquiry Items	Number of Inquiry Suppl...	Qty of Feedback	Approving	Operation
1	PE-P24111302	备件询价单P2 4111302	General Inquiry	OL1-PA-P2411104	Minor Purchase	LINK OCEAN 1	1	1companies	1 quotation feedbacks	Approving	
2	PE-P24080201	备件询价单P2 4080201	General Inquiry	采购申请2024080202	Other	LINK OCEAN 1	2	1companies	1 quotation feedbacks	Approving	
3	PE-P24013102	询价单	General Inquiry	PA-P23061201	Quarter Purchase	LINK OCEAN 1	1	3companies	3 quotation feedbacks	Approving	
4	PE-P22101903	备件询价单P2 2101903	General Inquiry	备件申请单20221010(2)	Quarter Purchase	LINK OCEAN 1	1	1companies	1 quotation feedbacks	Approving	

3. Click anywhere on the target documentation to enter the details interface

4. After clicking "Withdraw", a pop-up window will appear on the left. Click "Confirm" to withdraw

Are you sure to withdraw it?

Cancel OK

Description:

After withdrawal, the documentation changes to "Inquiring" status, as shown in the following figure.

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No.	RFQ No.	RFQ Name	Inquiry Mode	Purchase Appl No./Appl	Purchase Plan Type	Vessel	Number of Inquiry Items	Number of Inquiry Suppl...	Qty of Feedback	Status	Operation
26	PE-P23051801	备件询价单P2 3051801	General Inquiry	PA-P23030801	Quarter Purchase	LINK OCEAN 1	1	1companies	0 quotation feedbacks	Unsubmitted	Edit Delete
27	PE-P23051801	备件询价单P2 3051801	General Inquiry	PA-P23030801	Quarter Purchase	LINK OCEAN 1	1	1companies	0 quotation feedbacks	Unsubmitted	Edit Delete
28	PE-P24121001	备件询价单P2 4121001	General Inquiry	1123	Minor Purchase	LINK OCEAN 1	5	4companies	1 quotation feedbacks	In the Inquiry	
29	PE-P24111502	备件询价单P2 4111502	General Inquiry	OL1-PA-P24111502	Minor Purchase	LINK OCEAN 1	2	1companies	0 quotation feedbacks	In the Inquiry The quotation has been closed.	
30	PE-P24111501	备件询价单P2 4111501	General Inquiry	OL1-PA-P24111501	Minor Purchase	LINK OCEAN 1	2	1companies	0 quotation feedbacks	In the Inquiry The quotation has been closed.	
31	PE-P24111301	备件询价单P2 4111301	General Inquiry	OL1-PA-P24111203	Minor Purchase	LINK OCEAN 1	2	1companies	2 quotation feedbacks	In the Inquiry The quotation has been closed.	
32	PE-P24101601	备件询价单P2 4101601	General Inquiry	互海1号季度申请	Quarter Purchase	LINK OCEAN 1	1	4companies	1 quotation feedbacks	In the Inquiry The quotation has been closed.	