

## Attachment 6

### OASYS Vendor Portal Screen Shots

OMB No.: 0925-XXXX

Expiration Date: XX/XX/XXXX

Collection of this information is authorized by The Public Health Service Act, Section 411 (42 USC 285a). Rights of participants are protected by The Privacy Act of 1974. Participation is voluntary, however in order for NCI Office of Acquisitions (OA) to provide access to the Vendor Portal for use in uploading deliverables and invoices and responding to and submitting requests to NCI OA, Vendor Portal registration is required. The information collected will be kept private to the extent provided by law. Names and other identifiers will not appear in any report other than what is utilized by NCI OA and program staff for routine day-to-day contract administration. Information provided will be combined for all participants and reported as summaries. You are being contacted by email to complete this Vendor Portal Registration form and a voluntary survey so that NCI can provide your Vendor Firm with Vendor Portal access and improve the website. The information you provide will be included in a Privacy Act system of records, and will be used and may be disclosed for the purposes and routine uses described and published in the following System of Records Notices (SORN): 09-25-0216 Administration: NIH Electronic Discovery and 09-25-0118 Contracts: Professional Services Contractors <https://www.hhs.gov/foia/privacy/sorns/nih-sorns.html>.

Public reporting burden for this collection of information is estimated to average 1 minute per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. **An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.** Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: NIH, Project Clearance Branch, 6705 Rockledge Drive, MSC 7974, Bethesda, MD 20892-7974, ATTN: PRA (0925-XXXX). Do not return the completed form to this address.

## Editing Vendor User Account:

**SAMPLE Company Name**  
DUNS#: 12345678

DETAILS **USERS**

**ADD USER**  Show inactive users

Name	Account Active	Email	Permissions	Admin
First Last	✓	sample@email.com	Deliverables, Invoices, COAs, Notifications, Planning, Solicitations	✓
First Last	✓	sample@email.com	Deliverables	
First Last	✓	sample@email.com	Deliverables	
First Last	✓	sample@email.com	Invoices	
First Last	✓	sample@email.com	Invoices	
First Last	✓	sample@email.com	Planning	
First Last	✓	sample@email.com	Solicitations	
First Last	✓	sample@email.com	Solicitations	
First Last	✓	sample@email.com	Solicitations	

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Double click on user's name

**Data Field Information/Action Step:**

### Edit User Account

**Account Enabled**

First Name  Last Name

Job Title

Email

Phone Number

**Grant access to view:**

- All Areas: Business Representative
- COAs
- Deliverables
- Invoices
- Notifications
- Planning
- Solicitations

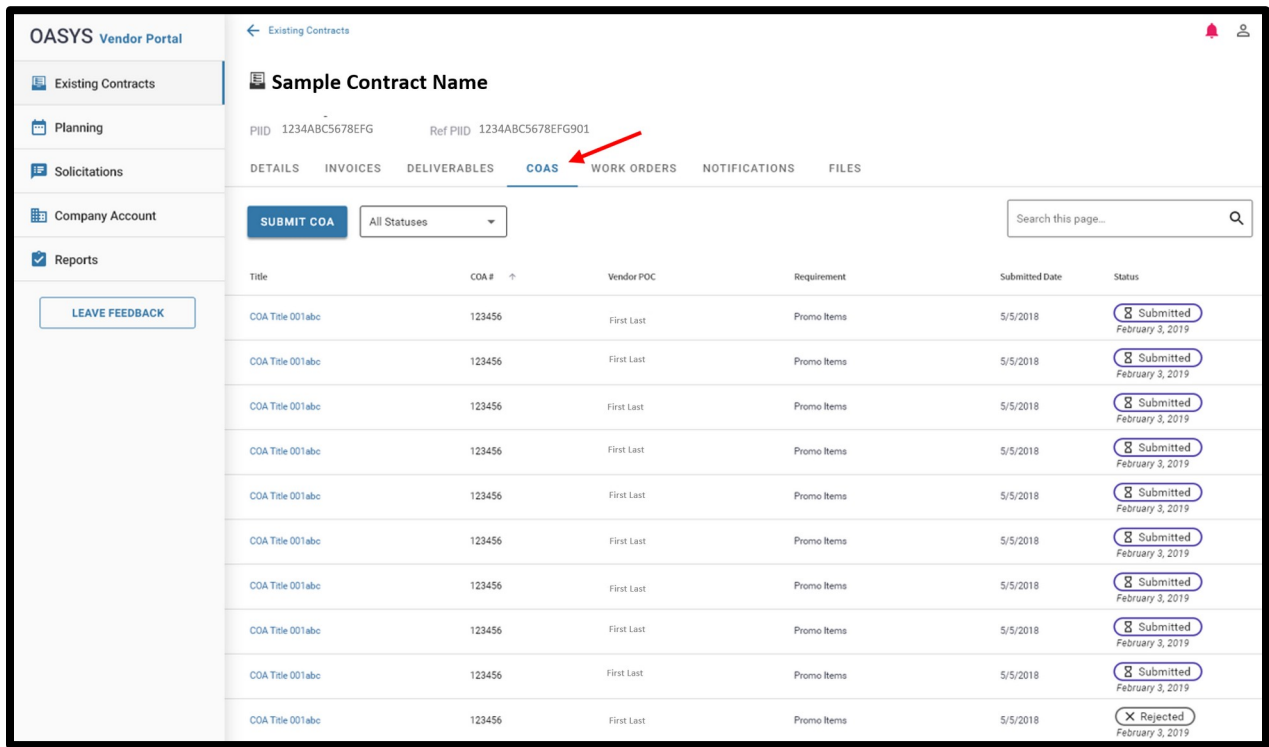
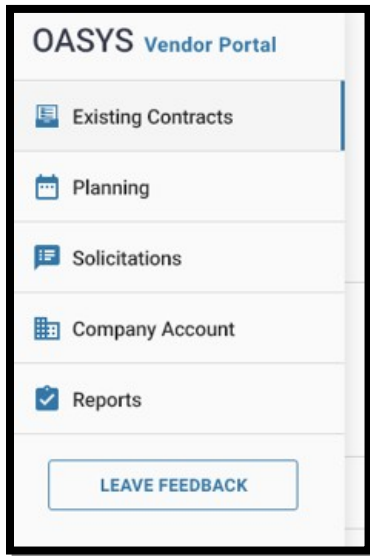
**Coordinator Assignments:**

- Planning Coordinator**  
Can be assigned to Requirements by the government.
- Solicitation Coordinator**  
Will be assigned to all Solicitations shared with your company.

**CANCEL** **SEND INVITE**

**Contracting Officer Authorization (COA) Correspondence Processes:**

**View COA Correspondences within Contract:**



## View Submitted COA Correspondence:

The screenshot shows the OASYS Vendor Portal interface. On the left is a navigation menu with options: Existing Contracts, Planning, Solicitations, Company Account, and Reports. A 'LEAVE FEEDBACK' button is located below the Reports menu. The main content area displays the header '1234ABC5678EFG901' and 'COA Title 001abc' with a 'Submitted' status. Below the title are fields for 'PIID Sample Text' and 'Ref PIID Sample Text'. Two tabs are visible: 'DETAILS' (selected) and 'FILES'. The 'DETAILS' tab contains two sections: 'COA Information' and 'Team Assignments'. The 'COA Information' section includes fields for 'COA Requirement', 'COA #', 'Received' (April 20, 2019), 'Primary POC', and 'Additional POCs'. The 'Team Assignments' section includes an 'EDIT' button and a 'Primary Point of Contact' field. A 'Members' section is partially visible at the bottom.

This screenshot shows the 'FILES' tab selected for 'COA Title 001abc'. The 'DETAILS' tab is now greyed out. The 'FILES' tab shows a search bar with the text 'Search this page...' and a magnifying glass icon. Below the search bar is a table with columns: Name, Type, Size, Modified, Reviews, and Status. The table is currently empty.

## COA Submission:

The screenshot shows the 'Existing Contracts' page in the OASYS Vendor Portal. The main content area displays 'Sample Contract Name' with 'PIID Sample Text' and 'Ref PIID Sample Text'. Below this are several tabs: 'DETAILS', 'INVOICES', 'DELIVERABLES', 'COAS' (selected), 'WORK ORDERS', 'NOTIFICATIONS', and 'FILES'. A red arrow points from the 'Planning' menu item in the left sidebar to a blue 'SUBMIT COA' button. To the right of the button is a dropdown menu currently set to 'All Statuses'. A search bar with the text 'Search this page...' is located at the bottom right of the main content area.

**Data Field Information/Action Step:**

### Submit COA

Sample Text

PIID: Sample Text      REF PIID: Sample Text

---

COA Requirement ▾

COA #      Title

Primary Point of Contact  
Sample Text ▾

Associates (optional)  
+

Comments (optional)

**Upload Documents**

Drag & drop a document here or **CHOOSE FILE**

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**CANCEL**      **SUBMIT COA**

**Deliverable Correspondence Processes:**

**View Deliverables Correspondences within Contract:**

The screenshot displays the OASYS Vendor Portal interface. On the left is a navigation sidebar with options: Existing Contracts, Planning, Solicitations, Company Account, and Reports. The main content area is titled 'Existing Contracts' and shows a 'Sample Contract Name'. Below the contract name are tabs for DETAILS, INVOICES, DELIVERABLES (highlighted with a red arrow), COAS, WORK ORDERS, NOTIFICATIONS, and FILES. A 'SUBMIT DELIVERABLE' button is present, along with filters for 'All Statuses' and 'All Types', and a search bar. The main table lists deliverables with the following data:

Deliverable Type	Due Date	Submitted Date	Vendor POC	Deliverable Status
Monthly Status Report	Jan 20, 2019	Jan 20, 2019	Sample Text	Approved January 21, 2019
Monthly Status Report	February 20, 2019	February 20, 2019	Sample Text	Approved February 21, 2019
Monthly Status Report	March 20, 2019	-	Sample Text	Past Due
Monthly Status Report	April 20, 2019	-	Sample Text	Upcoming
Monthly Status Report	May 20, 2019	-	Sample Text	Upcoming
Monthly Status Report	June 20, 2019	-	Sample Text	Upcoming
Monthly Status Report	July 20, 2019	-	Sample Text	Upcoming
Monthly Status Report	August 20, 2019	-	Sample Text	Upcoming
Monthly Status Report	September 20, 2019	-	Sample Text	Upcoming

**View Submitted Deliverable Correspondence:**

OASYS Vendor Portal

← Sample Text

### Monthly Status Report

PIID Sample Text Ref PIID Sample Text

**DETAILS** FILES

**Deliverable Information**

Due Date	April 20, 2019
Vendor	Sample Text
Received	April 20, 2019
Primary POC	Sample Text
Additional POCs	-

**Team Assignments**

[EDIT](#)

Primary Point of Contact Sample Text

**Members**

LEAVE FEEDBACK

OASYS Vendor Portal

← Sample Text

### Monthly Status Report

PIID Sample Text Ref PIID Sample Text

DETAILS **FILES**

View: Grid

Search this page...

Name	Type	Size	Modified	Reviews	Status
Document 1	Folder	-	04-03-2018		N/A
Document 2	Folder	-	04-03-2018		

**Deliverable Submission:**

- Can submit deliverable by selecting the hyperlink within the deliverable schedule and click the 'submit deliverable' button on the pink action banner



OASYS Vendor Portal

Existing Contracts

Sample Contract Name

PIID Sample Text Ref PIID Sample Text

DETAILS INVOICES DELIVERABLES COAS WORK ORDERS NOTIFICATIONS FILES

SUBMIT DELIVERABLE All Statuses All Types Search this page...

Deliverable Type	Due Date	Submitted Date	Vendor POC	Deliverable Status
Monthly Status Report	Jan 20, 2019	Jan 20, 2019	Sample Text	Approved January 21, 2019
Monthly Status Report	February 20, 2019	February 20, 2019	Sample Text	Approved February 21, 2019
Monthly Status Report	March 20, 2019	-	Sample Text	Past Due
Monthly Status Report	April 20, 2019	-	Sample Text	Upcoming
Monthly Status Report	May 20, 2019	-	Sample Text	Upcoming
Monthly Status Report	June 20, 2019	-	Sample Text	Upcoming
Monthly Status Report	July 20, 2019	-	Sample Text	Upcoming
Monthly Status Report	August 20, 2019	-	Sample Text	Upcoming
Monthly Status Report	September 20, 2019	-	Sample Text	Upcoming

LEAVE FEEDBACK

OASYS Vendor Portal

Would you like to submit this Deliverable? SUBMIT DELIVERABLE

Sample Text

Monthly Status Report Past Due

PIID Sample Text Ref PIID Sample Text

DETAILS FILES

Deliverable Information

Due Date	April 20, 2019
Vendor	Sample Text
Received	April 20, 2019
Primary POC	Sample Text
Additional POCs	-

Team Assignments

EDIT

Primary Point of Contact Sample Text

Members

**Data Field Information/Action Step:**

## Submit Deliverable

✓ Select Deliverable ——— 2 Documents

Monthly Status Report March 20, 2019

Primary Point of Contact ———  
Sample Text ▼

Associates (optional) ———  
+

Comments (optional)

**Upload Documents**

Drag & drop a document here or **CHOOSE FILE**

**CANCEL** **SUBMIT DELIVERABLE**

- Can submit deliverable by selecting the 'submit deliverable' button and a pop-up window appearing

OASYS Vendor Portal

Existing Contracts

Sample Contract Name

PIID: Sample Text    Ref PIID: Sample Text

DETAILS   INVOICES   **DELIVERABLES**   COAS   WORK ORDERS   NOTIFICATIONS   FILES

**SUBMIT DELIVERABLE**   All Statuses   All Types   Search this page...

Deliverable Type	Due Date	Submitted Date	Vendor POC	Deliverable Status
Monthly Status Report	Jan 20, 2019	Jan 20, 2019	Sample Text	✓ Approved January 21, 2019
Monthly Status Report	February 20, 2019	February 20, 2019	Sample Text	✓ Approved February 21, 2019
Monthly Status Report	March 20, 2019	-	Sample Text	⚠ Past Due
Monthly Status Report	April 20, 2019	-	Sample Text	📅 Upcoming
Monthly Status Report	May 20, 2019	-	Sample Text	📅 Upcoming
Monthly Status Report	June 20, 2019	-	Sample Text	📅 Upcoming
Monthly Status Report	July 20, 2019	-	Sample Text	📅 Upcoming
Monthly Status Report	August 20, 2019	-	Sample Text	📅 Upcoming
Monthly Status Report	September 20, 2019	-	Sample Text	📅 Upcoming

### Submit Deliverable

1 Select Deliverable    2 Documents

PIID: Sample Text    REF PIID: Sample Text

**Scheduled**    All Scheduled Deliverables

Type	Due Date	Status
Monthly Status Report	March 20, 2019	⚠ Past Due
Monthly Status Report	April 20, 2019	📅 Upcoming
Monthly Status Report	May 20, 2019	📅 Upcoming
Monthly Status Report	June 20, 2019	📅 Upcoming
Quarterly Status Report	July 20, 2019	📅 Upcoming
Monthly Status Report	August 20, 2019	📅 Upcoming
Monthly Status Report	September 20, 2019	📅 Upcoming
Monthly Status Report	October 20, 2019	📅 Upcoming
Monthly Status Report	November 20, 2019	📅 Upcoming

**Unscheduled**

Type:

Unscheduled Deliverable Type

Unscheduled Deliverable Type

Unscheduled Deliverable Type

CANCEL    NEXT

**Invoice Correspondence Processes:**

## View Invoice Correspondences within Contract:

**OASYS Vendor Portal** Existing Contracts

**Sample Contract Name**

PIID Sample Text **Ref PIID** Sample Text

DETAILS **INVOICES** DELIVERABLES COAS WORK ORDERS NOTIFICATIONS FILES

**SUBMIT INVOICE** All Statuses **EXPORT LIST** Search this page...

Invoice #	Amount	Vendor POC	Invoice Date	Issue Date	Submitted Date	Status
123456	\$100,000.00	Sample Text	5/5/2018	-	5/5/2018	Submitted February 3, 2019
123456	\$100,000.00	Sample Text	5/5/2018	-	5/5/2018	Submitted February 3, 2019
123456	\$100,000.00	Sample Text	5/5/2018	-	5/5/2018	Submitted February 3, 2019
123456	\$100,000.00	Sample Text	5/5/2018	-	5/5/2018	Submitted February 3, 2019
123456	\$100,000.00	Sample Text	5/5/2018	-	5/5/2018	Submitted February 3, 2019
123456	\$100,000.00	Sample Text	5/5/2018	-	5/5/2018	Pending February 3, 2019
123456	\$100,000.00	Sample Text	5/5/2018	-	5/5/2018	Pending February 3, 2019
123456	\$100,000.00	Sample Text	5/5/2018	5/5/2018	5/5/2018	Paid February 3, 2019
123456	\$100,000.00	Sample Text	5/5/2018	5/5/2018	5/5/2018	Paid February 3, 2019
123456	\$100,000.00	Sample Text	5/5/2018	-	5/5/2018	Rejected February 3, 2019

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**View Submitted Invoice Correspondence:**

**OASYS Vendor Portal** | Sample Text

Existing Contracts | Planning | Solicitations | Company Account | **Reports**

**12345** Submitted

PIID: Sample Text | Ref PIID: Sample Text

**DETAILS** | FILES

**Invoice Information**

Invoice Date	April 20, 2019
Vendor	Sample Text
Received	April 20, 2019
Primary POC	Sample Text
Additional POCs	-

**Team Assignments**

[EDIT](#)

Primary Point of Contact: Sample Text

**Members**

**OASYS Vendor Portal** | Sample Text

Existing Contracts | Planning | Solicitations | Company Account | **Reports**

**12345** Submitted

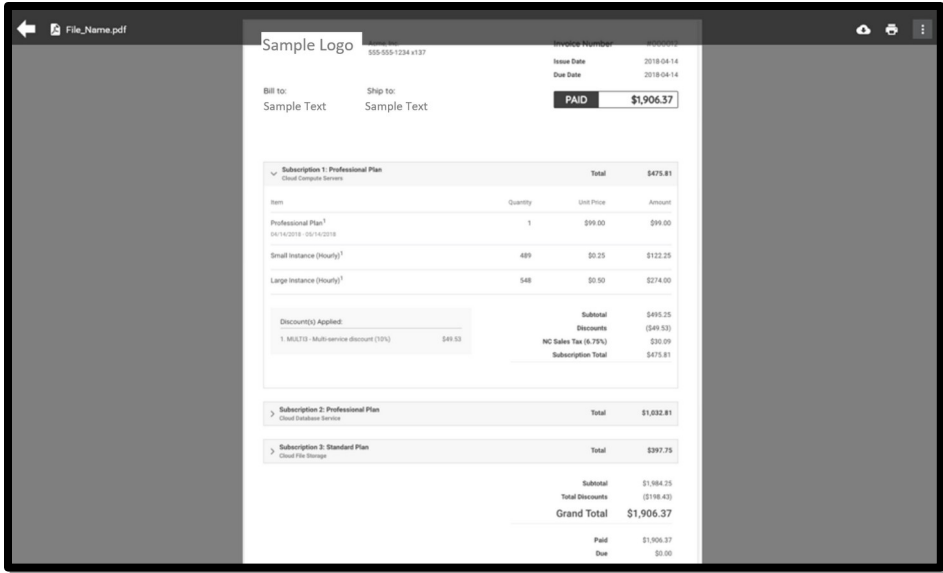
PIID: Sample Text | Ref PIID: Sample Text

**DETAILS** | **FILES**

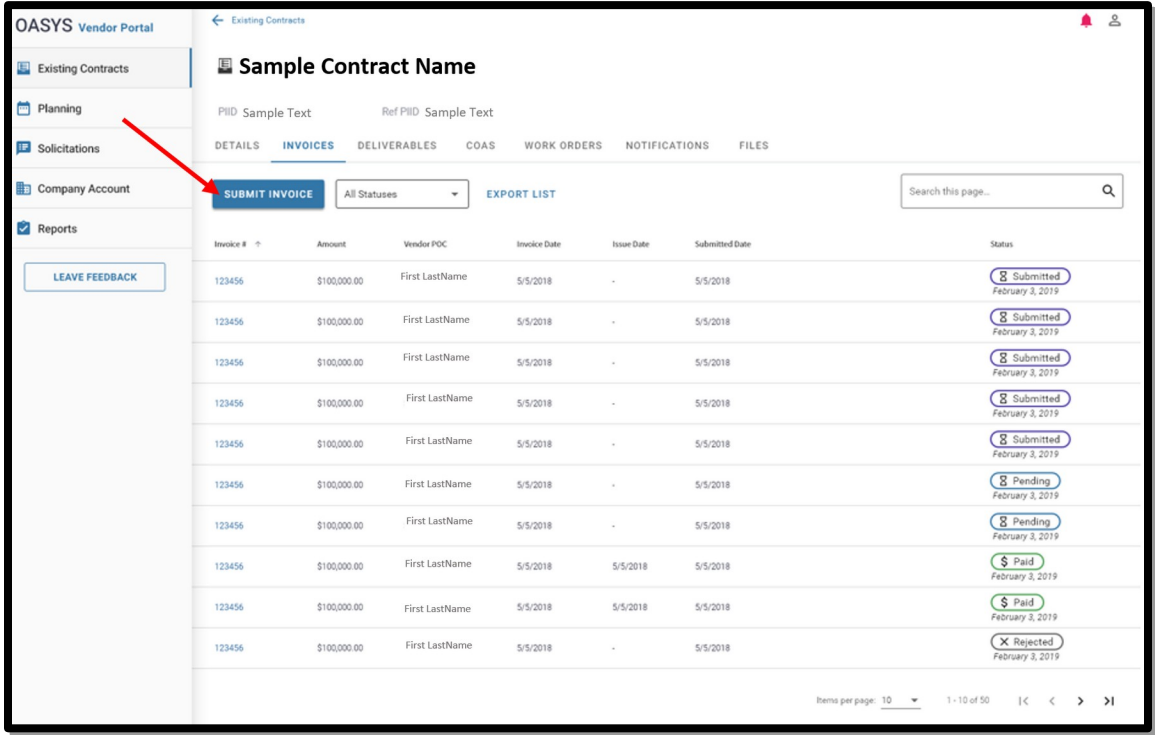
View: Grid

Search this page...

Name	Type	Size	Modified	Reviews	Status
Invoice123.pdf	Folder	-	04-03-2018		N/A



**Invoice Submission:**






**Data Field Information/Action Step:**


### Submit Invoice


Sample Contract Name

PIID: Sample Text    REF PIID: Sample Text

Invoice Number	Invoice Date 
Start Date 	End Date 

Amount

Primary Point of Contact   
 First LastName 

Associates (optional)   
 

Comments (optional)

**Upload Documents**

Drag & drop a document here or [CHOOSE FILE](#)

[CANCEL](#) [SUBMIT INVOICE](#)

**Notification Correspondence Processes:**

**View Notification Correspondences within Contract:**

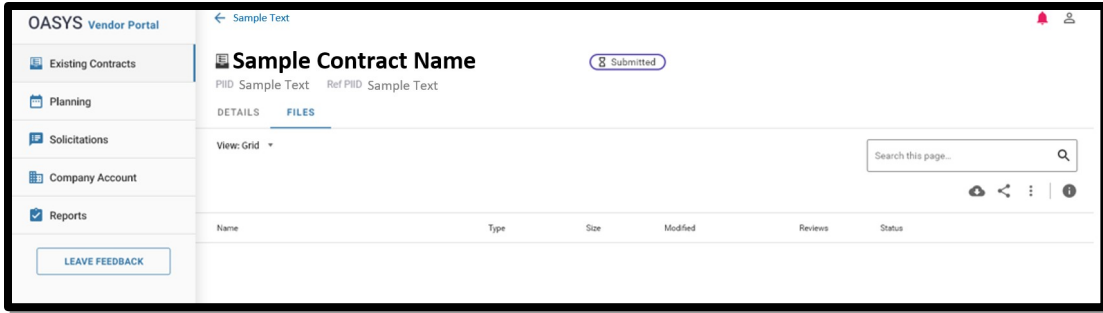
The screenshot shows the OASYS Vendor Portal interface. On the left is a navigation sidebar with options: Existing Contracts, Planning, Solicitations, Company Account, and Reports. A 'LEAVE FEEDBACK' button is also present. The main content area is titled 'Existing Contracts' and shows 'Sample Contract Name'. Below the title are fields for 'PIID Sample Text' and 'Ref PIID Sample Text'. A set of tabs includes 'DETAILS', 'INVOICES', 'DELIVERABLES', 'COAS', 'WORK ORDERS', 'NOTIFICATIONS' (highlighted with a red arrow), and 'FILES'. A 'SUBMIT NOTIFICATION' button and a status filter dropdown are visible. A search bar is on the right. The main table lists notification correspondences with columns for Title, Notification #, Notification Type, Vendor POC, Submitted Date, and Status.

Title	Notification #	Notification Type	Vendor POC	Submitted Date	Status
Contract obligated Notification 1002314	123456	Reporting of Employee Changes	First LastName	5/5/2018	Submitted February 3, 2019
Contract obligated Notification 1002314	123456	Reporting of Employee Changes	First LastName	5/5/2018	Submitted February 3, 2019
Contract obligated Notification 1002314	123456	Reporting of Employee Changes	First LastName	5/5/2018	Submitted February 3, 2019
Contract obligated Notification 1002314	123456	Reporting of Employee Changes	First LastName	5/5/2018	Submitted February 3, 2019
Contract obligated Notification 1002314	123456	Reporting of Employee Changes	First LastName	5/5/2018	Submitted February 3, 2019
Contract obligated Notification 1002314	123456	Reporting of Employee Changes	First LastName	5/5/2018	Submitted February 3, 2019
Contract obligated Notification 1002314	123456	Reporting of Employee Changes	First LastName	5/5/2018	Archived February 3, 2019
Contract obligated Notification 1002314	123456	Reporting of Employee Changes	First LastName	5/5/2018	Archived February 3, 2019
Contract obligated Notification 1002314	123456	Reporting of Employee Changes	First LastName	5/5/2018	Archived February 3, 2019
Contract obligated Notification 1002314	123456	Reporting of Employee Changes	First LastName	5/5/2018	Archived February 3, 2019

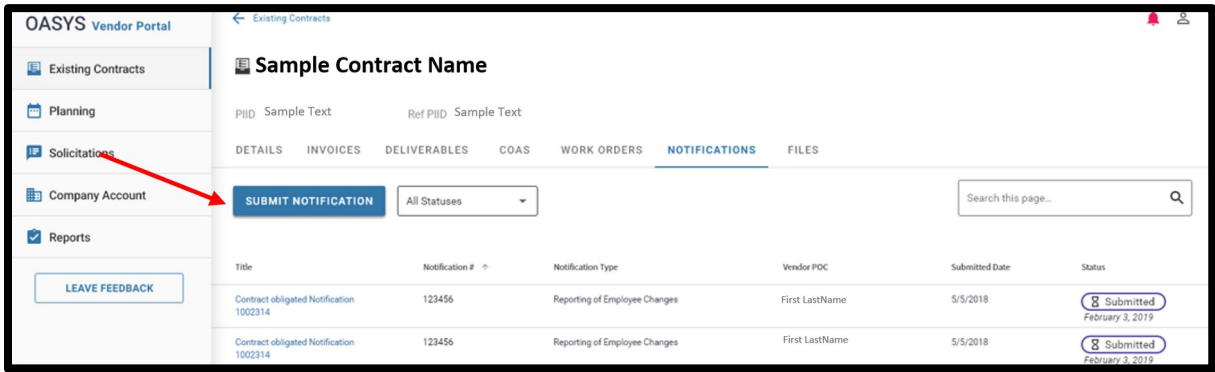
**View Submitted Notification Correspondence:**

The screenshot shows the OASYS Vendor Portal interface for viewing a specific notification. The navigation sidebar is on the left. The main content area is titled 'Sample Contract Name' and shows 'Sample Text' for both PIID and Ref PIID. A 'Submitted' status badge is visible. Below the title are tabs for 'DETAILS' and 'FILES'. The 'Notification Information' section includes fields for Notification Number (07), Notification Type (Reporting on Employee Changes), Received date (April 20, 2019), Primary POC (First LastName), and Additional POCs (-). The 'Team Assignments' section has an 'EDIT' button and a field for Primary Point of Contact (First LastName). A 'Members' section is partially visible at the bottom.





**Notification Submission:**



**Data Field Information/Action Step:**

**Submit Notification**

Sample Contract Name

PIID: iSample Text REF PIID: Sample Text

Notification Type

Notification # Title

Primary Point of Contact

First LastName

Associates (optional)

Comments (optional)

Upload Documents

Drag & drop a document here or CHOOSE FILE

CANCEL SUBMIT NOTIFICATION

## View/Update Contract Details and Assignments Processes:

### View Contract Details:

The screenshot displays the OASYS Vendor Portal interface. On the left is a navigation sidebar with options: Existing Contracts, Planning, Solicitations, Company Account, and Reports. A 'LEAVE FEEDBACK' button is located below the Reports option. The main content area is titled 'Sample Contract Name' and includes a breadcrumb 'Existing Contracts'. Below the title are fields for 'PIID: Sample Text' and 'Ref PIID: Sample Text'. A horizontal menu contains tabs for 'DETAILS', 'INVOICES', 'DELIVERABLES', 'COAS', 'WORK ORDERS', 'NOTIFICATIONS', and 'FILES'. The 'DETAILS' tab is active and contains three sections: 'Contract Details', 'Team Assignments', and 'Assigned Staff'. Each section is a table with expandable/collapsible headers.

Contract Details	
Vendor	Sample Text
Status	Active
PIID	Sample Text
REF PIID	Sample Text
Severability	Other
Amount Funded	\$5,000,000.00
Amount Remaining	\$5,000,000.00
Amount Remaining	\$5,000,000.00

Team Assignments	
Primary Point of Contact	Sample Text
Associate	Sample Text
Associate	Sample Text

Assigned Staff	
CO	Sample Text
Date Assigned	June 4, 2017
CS	Sample Text
Date Assigned	June 4, 2017
COR	Sample Text
Date Assigned	June 4, 2017
SS	Sample Text
Date Assigned	June 4, 2017
SS	Sample Text
Date Assigned	June 4, 2017
SS	Sample Text
Date Assigned	June 4, 2017

# Edit Vendor Assigned Staff

← Existing Contracts

## Sample Contract Name

PIID Sample Text      Ref PIID Sample Text

**DETAILS**   INVOICES   DELIVERABLES   COAS   WORK ORDERS   NOTIFICATIONS   FILES


---

### Contract Details

Vendor	Sample Vendor Name
Status	Active
PIID	Sample Text      REF PIID Sample Text
Severability	Other
Amount Funded	\$5,000,000.00
Amount Remaining	\$5,000,000.00
Amount Remaining	\$5,000,000.00

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### Team Assignments

[EDIT](#) 

Primary Point of Contact	Sample Text
Associate	Sample Text
Associate	Sample Text

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### Assigned Staff

CO	Sample Text
Date Assigned	June 4, 2017
CS	Sample Text
Date Assigned	June 4, 2017
COR	Sample Text
Date Assigned	June 4, 2017
SS	Sample Text
Date Assigned	June 4, 2017
SS	Sample Text
Date Assigned	June 4, 2017
SS	Sample Text
Date Assigned	June 4, 2017

**Data Field Information/Action Step:**

**Edit Team Assignments**

Primary Point of Contact

First LastName +

Associates

+

CANCEL SAVE

**View Contract Files:**

\*Note only those marked as 'visible to vendor' will be displayed

OASYS Vendor Portal

Existing Contracts

Planning

Solicitations

Company Account

Reports

LEAVE FEEDBACK

Existing Contracts

Sample Contract Name

PIID Sample Text Ref PIID Sample Text

DETAILS INVOICES DELIVERABLES COAS WORK ORDERS NOTIFICATIONS **FILES**

View: Grid

Search this page...

Name	Type	Size	Modified	Status
Sample Text	Technical Proposal Instructions	5.1 MB	September 30, 2019	N/A
Sample Text	SOW (Scope of Work)	215 KB	September 30, 2019	Ready for Review

**Submit Correspondences from Existing Contracts Overview Page:**

**OASYS Vendor Portal**

**Existing Contracts**

All Contracts  Show closed contracts

Search this page...

Title	PIID	Ref PIID	Period of Performance	Severability	Status	
Sample Text	Sample Text	Sample Text	January 1, 2018- December 31, 2020	Severable	Available	⋮
Sample Text	Sample Text	Sample Text	January 1, 2018- December 31, 2020	Severable	Available	⋮
Sample Text	Sample Text	Sample Text	January 1, 2018- December 31, 2020	Severable	Available	⋮
Sample Text	Sample Text	Sample Text	January 1, 2018- December 31, 2020	Severable	Available	⋮
Sample Text	Sample Text	Sample Text	January 1, 2018- December 31, 2020	Severable	Available	⋮
Sample Text	Sample Text	Sample Text	January 1, 2018- December 31, 2020	Severable	Available	⋮
Sample Text	Sample Text	Sample Text	January 1, 2018- December 31, 2020	Severable	Available	⋮
Sample Text	Sample Text	Sample Text	January 1, 2018- December 31, 2020	Severable	Available	⋮
Sample Text	Sample Text	Sample Text	January 1, 2018- December 31, 2020	Severable	Available	⋮
Sample Text	Sample Text	Sample Text	January 1, 2018- December 31, 2020	Severable	Available	⋮

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**View/Manage Solicitations Processes:**

**Solicitations Overview Page:**

**OASYS Vendor Portal**

**Solicitations**

Quick Filters: Proposal Requested 2 Active 10 Submitted 10 Drafted 2 Rejected 10

Search this page...

Title	Solicitation #	Division	Amendments	Price Type	Q&A End Date	Proposal Due Date	Last Updated	Status
Solicitation Title Will Display Here <i>RFP - Task Order</i>	X000621780001	MOSB	-	Fixed Price	January 1, 2019 9:32 PM EST	January 1, 2019 9:32 PM EST	January 15, 2019 9:32 PM EST	Proposal Requested
Solicitation Title Will Display Here <i>RFP - Task Order</i>	X000621780001	-	Sep 9, 2018	Fixed Price	January 1, 2019 9:32 PM EST	January 1, 2019 9:32 PM EST	January 15, 2019 9:32 PM EST	Proposal Requested
Solicitation Title Will Display Here <i>RFP - Task Order</i>	X000621780001	-	Sep 9, 2018	Fixed Price	January 1, 2019 9:32 PM EST	January 1, 2019 9:32 PM EST	January 15, 2019 9:32 PM EST	Submitted
Solicitation Title Will Display Here <i>RFP - Task Order</i>	X000621780001	-	Sep 9, 2018	Fixed Price	January 1, 2019 9:32 PM EST	January 1, 2019 9:32 PM EST	January 15, 2019 9:32 PM EST	Submitted
Solicitation Title Will Display Here <i>RFP - Task Order</i>	X000621780001	-	Sep 9, 2018	Fixed Price	January 1, 2019 9:32 PM EST	January 1, 2019 9:32 PM EST	January 15, 2019 9:32 PM EST	Submitted
Solicitation Title Will Display Here <i>RFP - Task Order</i>	X000621780001	-	Sep 9, 2018	Fixed Price	January 1, 2019 9:32 PM EST	January 1, 2019 9:32 PM EST	January 15, 2019 9:32 PM EST	Submitted
Solicitation Title Will Display Here <i>RFP - Task Order</i>	X000621780001	-	Sep 9, 2018	Fixed Price	January 1, 2019 9:32 PM EST	January 1, 2019 9:32 PM EST	January 15, 2019 9:32 PM EST	Draft
Solicitation Title Will Display Here <i>RFP - Task Order</i>	X000621780001	-	Sep 9, 2018	Fixed Price	January 1, 2019 9:32 PM EST	January 1, 2019 9:32 PM EST	January 15, 2019 9:32 PM EST	Draft
Solicitation Title Will Display Here <i>RFP - Task Order</i>	X000621780001	-	Sep 9, 2018	Fixed Price	January 1, 2019 9:32 PM EST	January 1, 2019 9:32 PM EST	January 15, 2019 9:32 PM EST	Rejected
Solicitation Title Will Display Here <i>RFP - Task Order</i>	X000621780001	-	Sep 9, 2018	Fixed Price	January 1, 2019 9:32 PM EST	January 1, 2019 9:32 PM EST	January 15, 2019 9:32 PM EST	Rejected

**Active Solicitations Filter:**

### Solicitations

Quick Filters

Proposal Requested 2
Active 10
Submitted 10
Drafted 2
Rejected 10

Title	Solicitation #	Division	Amendments	Price Type	Q&A End Date	Proposal Due Date	Last Updated	Status
Solicitation Title Will Display Here <i>RFP - Task Order</i>	X0006217R0001	-	Sep 9, 2018	Fixed Price	January 1, 2019 9:32 PM EST	January 1, 2019 9:32 PM EST	January 15, 2019 9:32 PM EST	<span style="border: 1px solid #dc3545; border-radius: 5px; padding: 2px 5px;">Draft</span>
Solicitation Title Will Display Here <i>RFP - Task Order</i>	X0006217R0001	-	Sep 9, 2018	Fixed Price	January 1, 2019 9:32 PM EST	January 1, 2019 9:32 PM EST	January 15, 2019 9:32 PM EST	<span style="border: 1px solid #dc3545; border-radius: 5px; padding: 2px 5px;">Draft</span>
Solicitation Title Will Display Here <i>RFP - Task Order</i>	X0006217R0001	-	Sep 9, 2018	Fixed Price	January 1, 2019 9:32 PM EST	January 1, 2019 9:32 PM EST	January 15, 2019 9:32 PM EST	<span style="border: 1px solid #dc3545; border-radius: 5px; padding: 2px 5px;">Draft</span>
Solicitation Title Will Display Here <i>RFP - Task Order</i>	X0006217R0001	-	Sep 9, 2018	Fixed Price	January 1, 2019 9:32 PM EST	January 1, 2019 9:32 PM EST	January 15, 2019 9:32 PM EST	<span style="border: 1px solid #dc3545; border-radius: 5px; padding: 2px 5px;">Draft</span>
Solicitation Title Will Display Here <i>RFP - Task Order</i>	X0006217R0001	-	Sep 9, 2018	Fixed Price	January 1, 2019 9:32 PM EST	January 1, 2019 9:32 PM EST	January 15, 2019 9:32 PM EST	<span style="border: 1px solid #dc3545; border-radius: 5px; padding: 2px 5px;">Draft</span>
Solicitation Title Will Display Here <i>RFP - Task Order</i>	X0006217R0001	-	Sep 9, 2018	Fixed Price	January 1, 2019 9:32 PM EST	January 1, 2019 9:32 PM EST	January 15, 2019 9:32 PM EST	<span style="border: 1px solid #dc3545; border-radius: 5px; padding: 2px 5px;">Draft</span>
Solicitation Title Will Display Here <i>RFP - Task Order</i>	X0006217R0001	-	Sep 9, 2018	Fixed Price	January 1, 2019 9:32 PM EST	January 1, 2019 9:32 PM EST	January 15, 2019 9:32 PM EST	<span style="border: 1px solid #dc3545; border-radius: 5px; padding: 2px 5px;">Draft</span>
Solicitation Title Will Display Here <i>RFP - Task Order</i>	X0006217R0001	-	Sep 9, 2018	Fixed Price	January 1, 2019 9:32 PM EST	January 1, 2019 9:32 PM EST	January 15, 2019 9:32 PM EST	<span style="border: 1px solid #dc3545; border-radius: 5px; padding: 2px 5px;">Draft</span>
Solicitation Title Will Display Here <i>RFP - Task Order</i>	X0006217R0001	-	Sep 9, 2018	Fixed Price	January 1, 2019 9:32 PM EST	January 1, 2019 9:32 PM EST	January 15, 2019 9:32 PM EST	<span style="border: 1px solid #dc3545; border-radius: 5px; padding: 2px 5px;">Draft</span>
Solicitation Title Will Display Here <i>RFP - Task Order</i>	X0006217R0001	-	Sep 9, 2018	Fixed Price	January 1, 2019 9:32 PM EST	January 1, 2019 9:32 PM EST	January 15, 2019 9:32 PM EST	<span style="border: 1px solid #dc3545; border-radius: 5px; padding: 2px 5px;">Draft</span>

Items per page: 10 | 1 - 10 of 10 | < > >> <<

**Drafted Solicitations Filter:**

### Solicitations

Quick Filters: Proposal Requested 2, Active 10, Submitted 10, **Drafted 2**, Rejected 10

Search this page...

Title	Solicitation #	Division	Amendments	Price Type	Q&A End Date	Proposal Due Date	Last Updated	Status
Solicitation Title Will Display Here <i>RFP - Task Order</i>	X0006217R0001	-	Sep 9, 2018	Fixed Price	January 1, 2019 9:32 PM EST	January 1, 2019 9:32 PM EST	January 15, 2019 9:32 PM EST	
Solicitation Title Will Display Here <i>RFP - Task Order</i>	X0006217R0001	-	Sep 9, 2018	Fixed Price	January 1, 2019 9:32 PM EST	January 1, 2019 9:32 PM EST	January 15, 2019 9:32 PM EST	

Items per page: 10 | 1 - 2 of 2 | < >

### Rejected Solicitations Filter:

### Solicitations

Quick Filters: Proposal Requested 2, Active 10, Submitted 10, Drafted 2, **Rejected 10**

Search this page...

Title	Solicitation #	Division	Amendments	Price Type	Q&A End Date	Proposal Due Date	Last Updated	Status
Solicitation Title Will Display Here <i>RFP - Task Order</i>	X0006217R0001	-	Sep 9, 2018	Fixed Price	January 1, 2019 9:32 PM EST	January 1, 2019 9:32 PM EST	January 15, 2019 9:32 PM EST	
Solicitation Title Will Display Here <i>RFP - Task Order</i>	X0006217R0001	-	Sep 9, 2018	Fixed Price	January 1, 2019 9:32 PM EST	January 1, 2019 9:32 PM EST	January 15, 2019 9:32 PM EST	
Solicitation Title Will Display Here <i>RFP - Task Order</i>	X0006217R0001	-	Sep 9, 2018	Fixed Price	January 1, 2019 9:32 PM EST	January 1, 2019 9:32 PM EST	January 15, 2019 9:32 PM EST	
Solicitation Title Will Display Here <i>RFP - Task Order</i>	X0006217R0001	-	Sep 9, 2018	Fixed Price	January 1, 2019 9:32 PM EST	January 1, 2019 9:32 PM EST	January 15, 2019 9:32 PM EST	
Solicitation Title Will Display Here <i>RFP - Task Order</i>	X0006217R0001	-	Sep 9, 2018	Fixed Price	January 1, 2019 9:32 PM EST	January 1, 2019 9:32 PM EST	January 15, 2019 9:32 PM EST	
Solicitation Title Will Display Here <i>RFP - Task Order</i>	X0006217R0001	-	Sep 9, 2018	Fixed Price	January 1, 2019 9:32 PM EST	January 1, 2019 9:32 PM EST	January 15, 2019 9:32 PM EST	
Solicitation Title Will Display Here <i>RFP - Task Order</i>	X0006217R0001	-	Sep 9, 2018	Fixed Price	January 1, 2019 9:32 PM EST	January 1, 2019 9:32 PM EST	January 15, 2019 9:32 PM EST	
Solicitation Title Will Display Here <i>RFP - Task Order</i>	X0006217R0001	-	Sep 9, 2018	Fixed Price	January 1, 2019 9:32 PM EST	January 1, 2019 9:32 PM EST	January 15, 2019 9:32 PM EST	
Solicitation Title Will Display Here <i>RFP - Task Order</i>	X0006217R0001	-	Sep 9, 2018	Fixed Price	January 1, 2019 9:32 PM EST	January 1, 2019 9:32 PM EST	January 15, 2019 9:32 PM EST	
Solicitation Title Will Display Here <i>RFP - Task Order</i>	X0006217R0001	-	Sep 9, 2018	Fixed Price	January 1, 2019 9:32 PM EST	January 1, 2019 9:32 PM EST	January 15, 2019 9:32 PM EST	

Items per page: 10 | 1 - 10 of 10 | < >

### Proposal Requested Solicitations Filter:

### Solicitations

Quick Filters: Proposal Requested 2, Active 10, Submitted 10, Drafted 2, Rejected 10

Search this page...

Title	Solicitation #	Division	Amendments	Price Type	Q&A End Date	Proposal Due Date	Last Updated	Status
Solicitation Title Will Display Here <i>RFP - Task Order</i>	X0006217R0001	MOSB	-	Fixed Price	January 1, 2019 9:32 PM EST	January 1, 2019 9:32 PM EST	January 15, 2019 9:32 PM EST	Proposal Requested
Solicitation Title Will Display Here <i>RFP - Task Order</i>	X0006217R0001	-	Sep 9, 2018	Fixed Price	January 1, 2019 9:32 PM EST	January 1, 2019 9:32 PM EST	January 15, 2019 9:32 PM EST	Proposal Requested

Items per page: 10 | 1 - 2 of 2 | < >

**Submitted Solicitations Filter:**

### Solicitations

Quick Filters: Proposal Requested 2, Active 10, Submitted 10, Drafted 2, Rejected 10

Search this page...

Title	Solicitation #	Division	Amendments	Price Type	Q&A End Date	Proposal Due Date	Last Updated	Status
Solicitation Title Will Display Here <i>RFP - Task Order</i>	X0006217R0001	-	Sep 9, 2018	Fixed Price	January 1, 2019 9:32 PM EST	January 1, 2019 9:32 PM EST	January 15, 2019 9:32 PM EST	Submitted
Solicitation Title Will Display Here <i>RFP - Task Order</i>	X0006217R0001	-	Sep 9, 2018	Fixed Price	January 1, 2019 9:32 PM EST	January 1, 2019 9:32 PM EST	January 15, 2019 9:32 PM EST	Submitted
Solicitation Title Will Display Here <i>RFP - Task Order</i>	X0006217R0001	-	Sep 9, 2018	Fixed Price	January 1, 2019 9:32 PM EST	January 1, 2019 9:32 PM EST	January 15, 2019 9:32 PM EST	Submitted
Solicitation Title Will Display Here <i>RFP - Task Order</i>	X0006217R0001	-	Sep 9, 2018	Fixed Price	January 1, 2019 9:32 PM EST	January 1, 2019 9:32 PM EST	January 15, 2019 9:32 PM EST	Submitted
Solicitation Title Will Display Here <i>RFP - Task Order</i>	X0006217R0001	-	Sep 9, 2018	Fixed Price	January 1, 2019 9:32 PM EST	January 1, 2019 9:32 PM EST	January 15, 2019 9:32 PM EST	Submitted
Solicitation Title Will Display Here <i>RFP - Task Order</i>	X0006217R0001	-	Sep 9, 2018	Fixed Price	January 1, 2019 9:32 PM EST	January 1, 2019 9:32 PM EST	January 15, 2019 9:32 PM EST	Submitted
Solicitation Title Will Display Here <i>RFP - Task Order</i>	X0006217R0001	-	Sep 9, 2018	Fixed Price	January 1, 2019 9:32 PM EST	January 1, 2019 9:32 PM EST	January 15, 2019 9:32 PM EST	Submitted
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Solicitation Title Will Display Here <i>RFP - Task Order</i>	X0006217R0001	-	Sep 9, 2018	Fixed Price	January 1, 2019 9:32 PM EST	January 1, 2019 9:32 PM EST	January 15, 2019 9:32 PM EST	Submitted

Items per page: 10 | 1 - 10 of 10 | < >



## Solicitation Details:

The screenshot displays the OASYS Vendor Portal interface. On the left is a navigation sidebar with options: Existing Contracts, Planning, Solicitations (selected), Company Account, and Reports. A 'LEAVE FEEDBACK' button is located below the Reports option. The main content area shows the 'Solicitation Title Here' with an 'Active' status. It includes dates for Q&A End Date (September 31, 2020) and Proposals Due (May 1, 2021), and a 'DOWNLOAD PACKAGE' button. Below this are tabs for 'DETAILS' and 'Q & A'. The 'DETAILS' tab is active and contains three expandable sections: 'Amendments', 'Information', and 'Solicitation Files'. The 'Amendments' section lists two amendments with their dates and reasons. The 'Information' section lists key details like Solicitation #, Type, PIID, and Requirement. The 'Solicitation Files' and 'Team Assignments' sections are currently collapsed.

Amendments	
Amendment 2	September 31, 2020
Reason for Amendment	Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.
Amendment 1	September 30, 2020
Reason for Amendment	Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. In ante metus dictum at. Gravida in fermentum et sollicitudin ac orci phasel.

Information	
Solicitation #	NCI-00-0000
Type	RFP
PIID	-
Requirement	Lorem ipsum dolor sit campri itsa

Solicitation Files	
--------------------	--

Team Assignments	
------------------	--

OASYS Vendor Portal

Existing Contracts

Planning

Solicitations

Company Account

Reports

LEAVE FEEDBACK

Solicitations

Solicitation Title Here Active

Q&A End Date September 31, 2020 Proposals Due May 1, 2021

DOWNLOAD PACKAGE

DETAILS Q&A

Amendments

Information

Solicitation Files

File Name	Description	Size	Modified
File-Example.doc		313.13 KB	September 31, 2020
File-Example.doc		313.13 KB	September 31, 2020
File-Example.doc		313.13 KB	September 31, 2020
File-Example.doc	Here is an example of a description that has a very long description. Longer descriptions like this should wrap to fit full description.	313.13 KB	September 31, 2020

Vendor Assignments

**Editing Solicitation Vendor Assignments:**

OASYS Vendor Portal

Existing Contracts

Planning

Solicitations

Company Account

Reports

LEAVE FEEDBACK

Solicitations

Solicitation Title Here Active

Q&A End Date September 31, 2020 Proposals Due May 1, 2021

DOWNLOAD PACKAGE

DETAILS Q&A PROPOSAL NEGOTIATIONS

Amendments

Information

Solicitation Files

Team Assignments

**EDIT**

Solicitations Coordinator First LastName

Solicitations Coordinator First LastName

**Data Field Information/Action Step:**

### Edit Team Assignments

Solicitations Coordinators

First LastName

Associates

First LastName

[CANCEL](#) [SAVE](#)

**Submit Question in Response to Solicitation Process:**

**Ask a Question within Solicitation Q&A:**

← Solicitations 🔔 👤

**Solicitation Title Here** Active 📄 DOWNLOAD PACKAGE

Q&A End Date September 31, 2020    Proposals Due May 1, 2021

DETAILS    Q&A

---








**No questions asked.**  
Solicitation questions and answers  
will be displayed here.

[ASK QUESTION](#)

**Data Field Information/Action Step:**

## Ask a Questions

Type your question below:

**B** *I* U     Sans Serif    *Ix*

CANCEL

SAVE & ASK ANOTHER

SEND QUESTION

**View all Q&A and edit Question:**

← Solicitations

Solicitation Title Here **Proposal Requested** [DOWNLOAD PACKAGE](#)

Q&A End Date September 31, 2020 Proposals Due May 1, 2021

DETAILS **Q&A**

**ASK QUESTION** Sort: Date Asked (Newest on top) All Statuses Search this page...

**Question 1**  
Are we allowed to build a new lab? May 30, 2019

**Answer**  
Yes. There is an allowance in the proposal for a lab.  
SEE ANSWER HISTORY May 30, 2019

**Question 2**  
Are we allowed to build a new lab? May 30, 2019

**Question 3**  
Are we allowed to build a new lab? May 30, 2019

**Question 4**  
Are we allowed to build a new lab? May 30, 2019

**Answer**  
Yes. There is an allowance in the proposal for a lab.  
SEE ANSWER HISTORY May 30, 2019

**Question 5**  
Are we allowed to build a new lab? May 30, 2019

[EDIT QUESTION](#)

**Submit Proposal Processes:**

**Submit Proposal:**

OASYS Vendor Portal

Existing Contracts Planning Solicitations

← Solicitations

Solicitation Title Here **Proposal Requested** [DOWNLOAD PACKAGE](#)

Q&A End Date September 31, 2020 Proposals Due May 1, 2021

Would you like to submit a Revised Proposal?  **SUBMIT PROPOSAL**  **DECLINE INVIGATION**


**Data Field Information/Action Step:**

## Submit Proposal

\$ Price/Cost

Optional comments...

Drag & drop a document here or [CHOOSE FILE](#)

 File\_Name.JPG ^

 DELETE

Description

Type ▾

Size

5.9 MB

Date Modified

September 30, 2019

 File\_Name.JPG ^

 DELETE

Description

Type ▾

Size

5.9 MB

Date Modified

September 30, 2019

[CANCEL](#)

[SAVE DRAFT](#)

[SUBMIT](#)

**Data Field Information/Action Step:**

**Decline Initiation to Submit Proposal:**

### Decline Invitation

You're about to decline an invitation to submit a proposal for this Solicitation—Solicitation Title Here.

[CANCEL](#) [DECLINE](#)

**Proposals Submitted within Solicitation:**

← Solicitations 🔔 👤

## Solicitation Title Here Submitted 📄 DOWNLOAD PACKAGE

Q&A End Date September 31, 2020 Proposals Due May 1, 2021

DETAILS Q&A **PROPOSAL** NEGOTIATIONS

Proposal 3 – Submitted September 1, 2019, 9:30:12 AM ^

Price/Cost	\$10,000.00
Description	Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore.

Proposal Files

File Name	Description	Size	Modified
File-Example.doc	Our SOW outlines our work statement in detail	313.13 KB	September 31, 2020
File-Example.doc	Proposal for Solicitation NCI-00-0000	313.13 KB	September 31, 2020
File-Example.doc	Our business proposal outlines other details.	313.13 KB	September 31, 2020

Proposal 2 – Drafted May 1, 2019, 9:30:12 AM v

Proposal 1 – Submitted February 1, 2019, 9:30:12 AM v

**View Negotiations/Submit Response Processes:**



## Negotiations within Solicitation:

The screenshot shows a web interface for a solicitation. At the top, there's a navigation bar with a back arrow, the text 'Solicitations', a notification bell, and a user profile icon. Below this, the main header includes 'Solicitation Title Here' with a 'Submitted' status badge and a 'DOWNLOAD PACKAGE' button. Key dates are listed: 'Q&A End Date September 31, 2020' and 'Proposals Due May 1, 2021'. A menu bar contains 'DETAILS', 'Q&A', 'PROPOSAL', and 'NEGOTIATIONS' (which is highlighted). The main content area displays a list of negotiation items. The first item is 'Request for Revised Proposal - Received September 1, 2019', which has a 'SEND RESPONSE' button. Below this, two negotiation entries are shown. The first entry is from 'Quin Guy' on 'September 2, 2019, 11:00 AM EST'. The comments state: 'Yes. We can definitely allow for your requests within a revised proposal. Please clarify a few of the details within your requests: Lorem ipsum dolor sit amet, consectetur adipiscing elit. Phasellus consequat blandit.' There are three bullet points: 'Mauris elementum', 'Dolor nisi', and 'Quis tempor mauris cursus vel.'. A file named 'Negotiation 01.PDF' is attached. The second entry is from 'Jain Jonas' on 'September 1, 2019, 9:03 AM EST'. The comments state: 'Please submit a Revised Proposal for this solicitation via the pink Action Bar on the top of the solicitation's screen. Your response is due by September 30, 2018. Here are the details of what I want you to change: Lorem ipsum dolor sit amet, consectetur.' A file named 'Negotiation 02.PDF' is attached. The second item in the list is 'Negotiation Inquiry - Received May 1, 2019'.

## Data Field Information/Action Step:

### Send a Negotiation Response:

The screenshot shows a form titled 'Send Negotiation Response' for a 'Request for Revised Proposal - received September 1, 2019'. The form has a text area for 'Type your comments:' with a rich text editor toolbar (bold, italic, underline, link, unlink, list, list, text color, background color, font family, font size, text color, background color). Below the text area is a file upload section with the text 'Drag & drop a document here or CHOOSE FILE'. A file named 'File\_Name.JPG' is currently selected, with a 'DELETE' button. Below the file name is a 'Description' text field. At the bottom of the file section, there are three fields: 'Type' (a dropdown menu), 'Size' (5.9 MB), and 'Date Modified' (September 30, 2019). At the very bottom of the form are 'CANCEL' and 'SEND' buttons.

### View Reports Process:

## Reports within Vendor Portal:

OASYS Vendor Portal

- Existing Contracts
- Planning
- Solicitations
- Company Account
- Reports

LEAVE FEEDBACK

### Reports

Search this page...

Title ↓

- Deliverable Past Due, Rejected Report
- Invoice Status Report
- Solicitation Report
- Planning Report

## Invoice Status Report:

← Reports

### Invoice Status Report

Date Range: Enter Date Range  
Status: Select Statuses

Invoice # ↑	Contract	Amount	Vendor POC	Invoice Date	Issue Date	Submitted Date	Status
123456	Advance Universal Influenza Vaccine Candidates... HHSN26100001 HHSN261201500003!	\$100,000.00	Steve Walker	5/5/2018	-	5/5/2018	Submitted February 3, 2019
123456	Advance Universal Influenza Vaccine Candidates... HHSN26100001 HHSN261201500003!	\$100,000.00	Steve Walker	5/5/2018	-	5/5/2018	Submitted February 3, 2019
123456	Advance Universal Influenza Vaccine Candidates... HHSN26100001 HHSN261201500003!	\$100,000.00	Steve Walker	5/5/2018	-	5/5/2018	Submitted February 3, 2019
123456	Advance Universal Influenza Vaccine Candidates... HHSN26100001 HHSN261201500003!	\$100,000.00	Steve Walker	5/5/2018	-	5/5/2018	Submitted February 3, 2019
123456	Advance Universal Influenza Vaccine Candidates... HHSN26100001 HHSN261201500003!	\$100,000.00	Steve Walker	5/5/2018	-	5/5/2018	Submitted February 3, 2019
123456	Advance Universal Influenza Vaccine Candidates... HHSN26100001 HHSN261201500003!	\$100,000.00	Steve Walker	5/5/2018	-	5/5/2018	Pending February 3, 2019
123456	Advance Universal Influenza Vaccine Candidates... HHSN26100001 HHSN261201500003!	\$100,000.00	Steve Walker	5/5/2018	-	5/5/2018	Pending February 3, 2019
123456	Advance Universal Influenza Vaccine Candidates... HHSN26100001 HHSN261201500003!	\$100,000.00	Steve Walker	5/5/2018	5/5/2018	5/5/2018	Paid February 3, 2019
123456	Advance Universal Influenza Vaccine Candidates... HHSN26100001 HHSN261201500003!	\$100,000.00	Steve Walker	5/5/2018	5/5/2018	5/5/2018	Paid February 3, 2019
123456	Advance Universal Influenza Vaccine Candidates... HHSN26100001 HHSN261201500003!	\$100,000.00	Steve Walker	5/5/2018	-	5/5/2018	Rejected February 3, 2019

Items per page: 10 | 1 - 10 of 50 | < >