

# MYFREEDOM CLIENT PORTAL: QUOTE MODULE

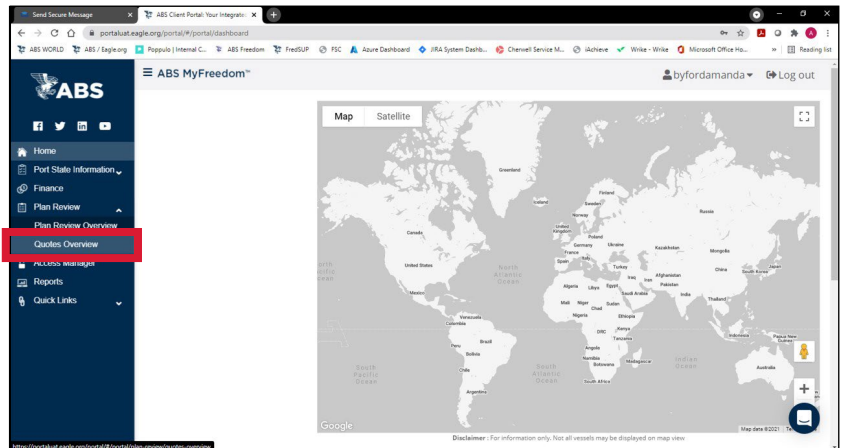
## WHAT IS QUOTE MODULE?

Customers can now submit non-New Construction/Major Modification Engineering quote requests directly to ABS Engineering offices worldwide.

There is a new button in the left menu called **Quotes Overview**, which can be found under the existing menu item **Plan Review**.

*Please note: Users need to have Plan Review Access to see Plan Review in the menu.*

Contact your Account Manager or your local ABS Engineering Office if you do not have access and need assistance

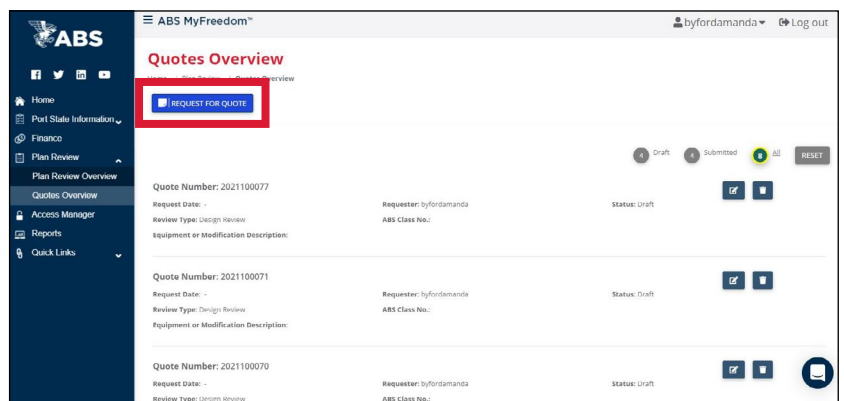


## QUOTES OVERVIEW

Quote Module Landing page

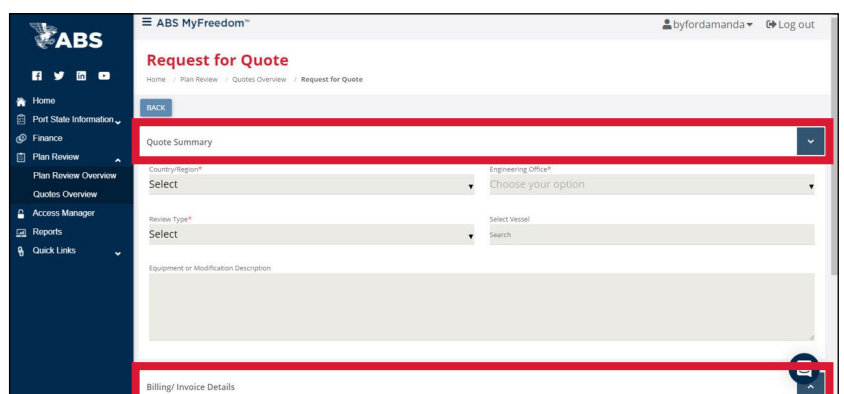
Top left is a quick link to Request for Quote.

Once a customer enters the information required, the request is emailed to the selected ABS Engineering Office for completion.



There are 4 main sections:

1. Quote Summary
2. Billing/Invoice Details
3. Requester Contact
4. Attachments/Additional Information

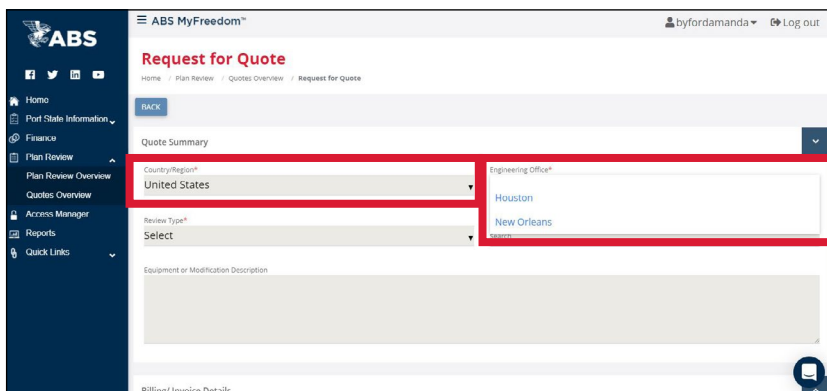


## QUOTE SUMMARY

First Select a country: Countries are limited to where there is an ABS Engineering Office.

Most countries have one Engineering Office, once selected, the Engineering Office field will automatically populate.

Countries with multiple offices will require further selection in the Engineering Office field.



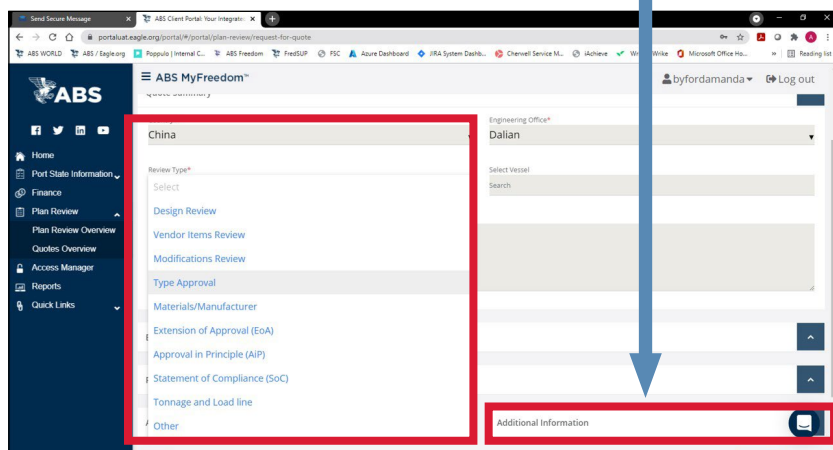
*Note: Exception for customers selecting the United States as there are multiple ABS Engineering Offices.*

## REVIEW TYPE

This is where you select the type of review for which you would like a quote.

If you select Extension of Approval, or EoA, then you will be required to provide additional information.

*Hint: If you select a Vendor Item Review and are submitting documents previously reviewed under an ABS Task number, please indicate if the drawings have been revised and, the corresponding task number of the previous review; this information should be included in the "Additional Information" section found on the lower right of the screen.*



REVIEW TYPES	DESCRIPTION
Design Review	Basic and detailed - Proposal, Concept, FEED reviews, new construction
Vendor Items Review	Outfitting items, containers, equipment including IRC, CoC etc.
Modifications Review	Structural/system modification of existing vessels, ECGS Scrubber, BWTS retrofit
Type Approval	TA, PDA, renewal, revalidation. Includes EU-MED, MCA, USCG
Materials/Manufacturer	WPS, mill approval, supplier/facility/manufacturer approval
Extension of Approval (EoA)	Extension of Approval
Approval in Principle (AiP)	Approval in Principle
Statement of Compliance (SoC)	Statement of Compliance
Tonnage and Load line	ITC/Suez certificate reissuance, multiple load line etc. This could be a result of flag change, port requirement, and not necessarily falling under Category 3.  Note: currently we require clients to submit a signed tonnage application form.
Other	Items not covered above, and EU-MRV, EEDI, EU-SSR etc.

Here is an example of how EoA is different. If EoA is selected, you will need to select from the following options. If user selects the “Documents unchanged from ABS Reference Number below with no additional submission” then the client will need to provide the document reference number.

Quote Summary

Country\* China Engineering Office\* Dalian

Review Type\* Extension of Approval (EoA)

Select Vessel Search

Please choose which statement applies for this Project:

- ☒ Approved documents revised and will be submitted
- ☐ Documents unchanged from ABS Reference Number below with no additional submissions

Equipment or Modification Description (Inset comments here)

Reference numbers can be the following:

- Project Number
- ABS Task Number, or listing of Task Numbers

Quote Summary

Country\* China Engineering Office\* Dalian

Review Type\* Extension of Approval (EoA)

Select Vessel Search

Please choose which statement applies for this Project:

- ☐ Approved documents revised and will be submitted
- ☒ Documents unchanged from ABS Reference Number below with no additional submissions

Reference Number\*

Equipment or Modification Description (Inset comments here)

**SELECT VESSEL**

Select this field if you want to search for a specific vessel as applicable.

Quote Summary

Country\* China Engineering Office\* Dalian

Review Type\* Extension of Approval (EoA)

Select Vessel Search

Please choose which statement applies for this Project:

- ☐ Approved documents revised and will be submitted
- ☒ Documents unchanged from ABS Reference Number below with no additional submissions

Reference Number\*

Equipment or Modification Description (Inset comments here)

Next select a vessel – here you will be able to search our database for your vessel – search by name, IMO or Class number.

You can select multiple vessels.

*Hint: Use the Vessel Search Feature when adding additional vessels prior to submitting your request.*

Vessel Search

Search by Vessel Name or Class/IMO Number

Search

CLOSE

Vessel Search

Search by Vessel Name or Class/IMO Number

SEARCH

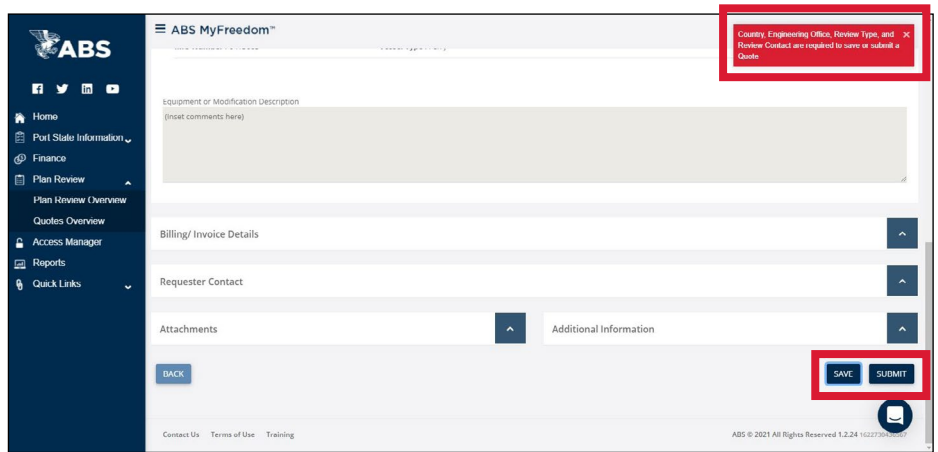
Vessel Name : ODALISQUE	Class Number : 7334824	Hull Number : 726	<input type="checkbox"/>
Shipyard : LENT & ZN, BV C. VAN	IMO Number :	Vessel Type : Yacht	
Vessel Name : SALM 103 HULL-A	Class Number : 8131972	Hull Number : SP 103	<input type="checkbox"/>
Shipyard : SOFEC, INC.	IMO Number :	Vessel Type : Single Point Mooring	
Vessel Name : M.G. CHARLES P. GROSS	Class Number : 9006083	Hull Number : 1217	<input type="checkbox"/>

CLOSE

Hint: You can save your progress at any time prior to submitting your quote.

Using the scroll bar, scroll down to the bottom of the page. There on the right will be a “SAVE” button.

You’ll want to select “SAVE” before submitting to ensure you have completed all mandatory fields.



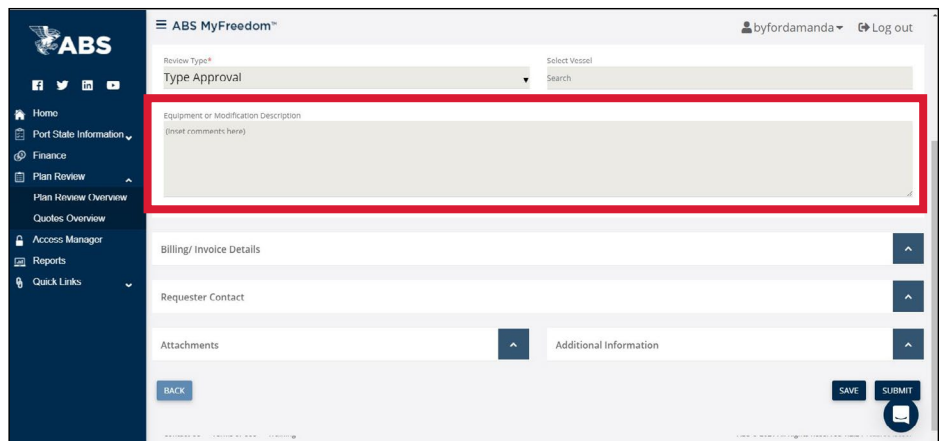
The system will alert you if you have forgotten to add a field.

Example: Once you’ve entered all mandatory fields, you’ll see a system confirmation showing a successful save.



## EQUIPMENT OR MODIFICATION DESCRIPTION BOX

Here you can enter any additional details in this free text field. You can enter part or serial numbers, details of the proposed modification, information about a report you are submitting, etc.



## BILLING/INVOICE DETAILS

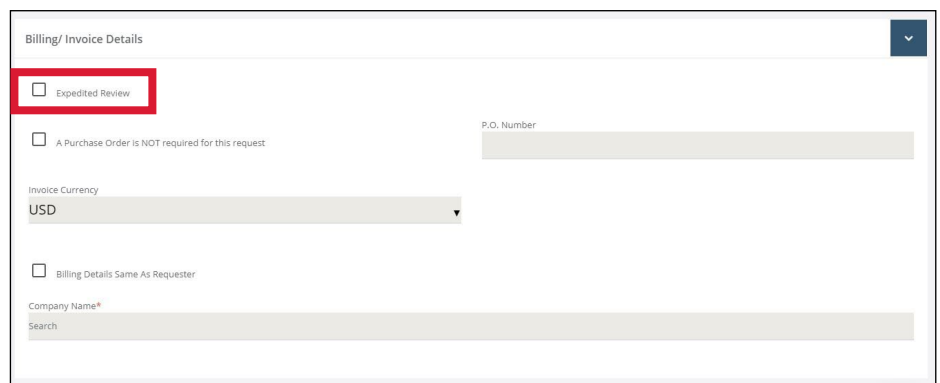
Expedited Review – click this box if you need to expedite your review. Once you click it, you will be able to enter your desired turnaround time for an Expedited Review.

Expedited Reviews can occur in:

- 1 week
- 2 weeks
- 3 weeks

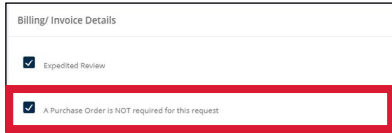
Notes:

1. The standard ABS review turnaround time is four (4) weeks. Turnaround time begins once ABS has confirmed receipt of the drawings into ABS's system.
2. Selecting “Expedited Review”, along with the desired turnaround time, will impact the amount of the fees in the fee quote.



Next, enter the P.O. Number.

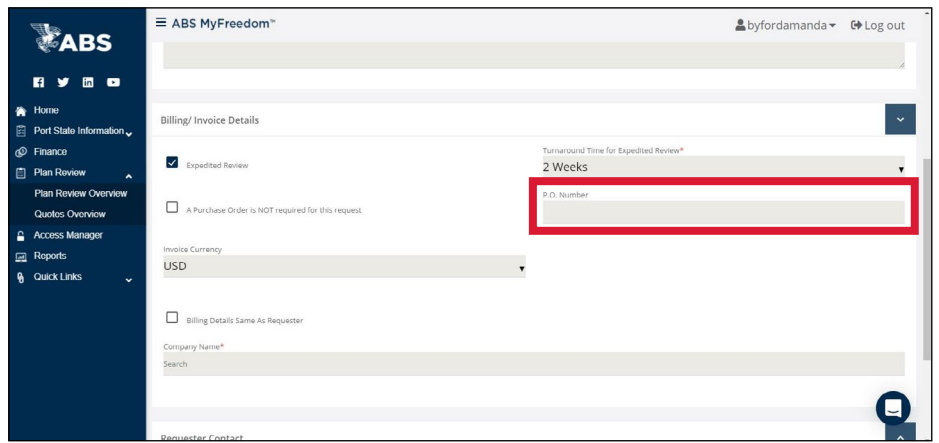
*Note: Check box if you do not need a purchase order for this request.*



Billing/ Invoice Details

☒ Expedited Review

☒ A Purchase Order is NOT required for this request



ABS MyFreedom™

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Billing/ Invoice Details

☒ Expedited Review

Turnaround Time for Expedited Review\*

2 Weeks

P.O. Number

☐ A Purchase Order is NOT required for this request

Invoice Currency

USD

☐ Billing Details Same As Requester

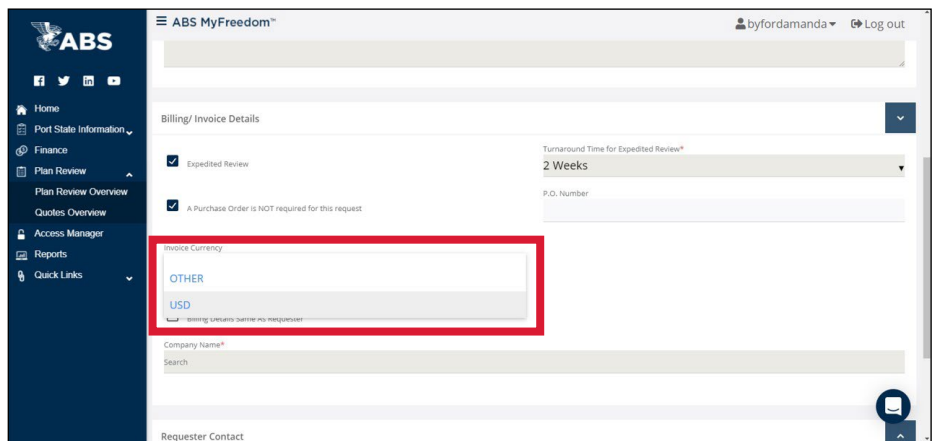
Company Name\*

Search

Requester Contact

Next, select the Invoice Currency preference. **The default selection is USD.**

If selecting Other, a free text field will appear allowing you to enter your desired currency.



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Billing/ Invoice Details

☒ Expedited Review

Turnaround Time for Expedited Review\*

2 Weeks

P.O. Number

☒ A Purchase Order is NOT required for this request

Invoice Currency

OTHER

USD

☐ Billing Details Same As Requester

Company Name\*

Search

Requester Contact



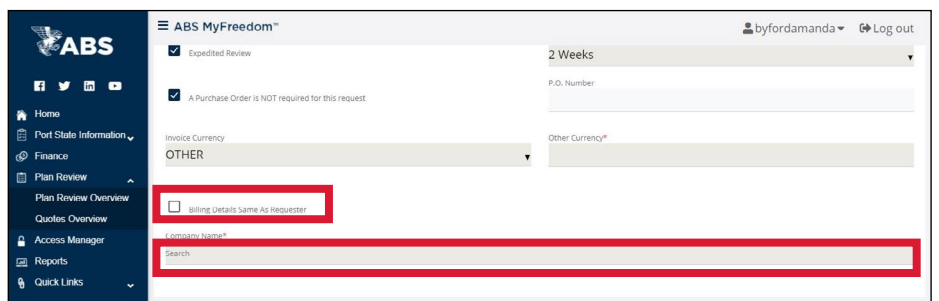
Invoice Currency

OTHER

Other Currency\*

Next, select the box if the Billing Details are the same as the Requester. If a 3rd party will be responsible for payment of the invoice, search for the Billing Company to make your selection.

You can search by Company Name or ABS Customer Number.



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☒ Expedited Review

2 Weeks

P.O. Number

☒ A Purchase Order is NOT required for this request

Invoice Currency

OTHER

Other Currency\*

☐ Billing Details Same As Requester

Company Name\*

Search

Here you can see the search results. Select your choice by clicking the radio button to the right of the results.

*Note: If the Billing Company and Requesting Company are different - include the following information in the "Additional Information" field found on the bottom right of the page.*

1. Company Name
2. First and Last name for Point of Contact (POC)
3. Contact information

Company Name	Address	ABS Customer Number	Select
Company Name : 0622229 B.C. LTD.	Address : 640 GLENMAROON RD., WEST VANCOUVER, B.C., V7S1P6 CA	ABS Customer Number : 430084	<input checked="" type="radio"/>
Company Name : 1 ENGINEERING & MANUFACTURING LLC	Address : 785 COUNTY ROAD CB SUITE 100, NEENAH, WI 54956 US	ABS Customer Number : 411210	<input type="radio"/>
Company Name : 1 WESTBULK BV	Address : 80 BROAD STREET, MONROVIA, LIBERIA, MONROVIA, LR	ABS Customer Number : 410230	<input type="radio"/>

Once a company is selected, the name, address and ABS Customer Number will appear for your review.

Company Name\*  
PATRIOT CONTRACT SERVICES LLC

Address  
1320 WILLOW PASS RD SUITE 485, CONCORD, CA 94520 US

ABS Customer Number  
927767

## REQUESTER CONTACT

In the Requester Contact area there are two options.

1. Same as requestor
2. Alternate contact

This is a mandatory field.

Review Contact\*

☒ Same as requester

☐ Alternate contact

Other users with Plan Review access in ABS MyFreedom will show in your search results.

*Note: The drop down list contains only users from the Requesting Company with Plan Review access.*

Review Contact\*

☐ Same as requester

☒ Alternate contact

Select Alternate contact\*

Mary BRANDT



## ATTACHMENTS

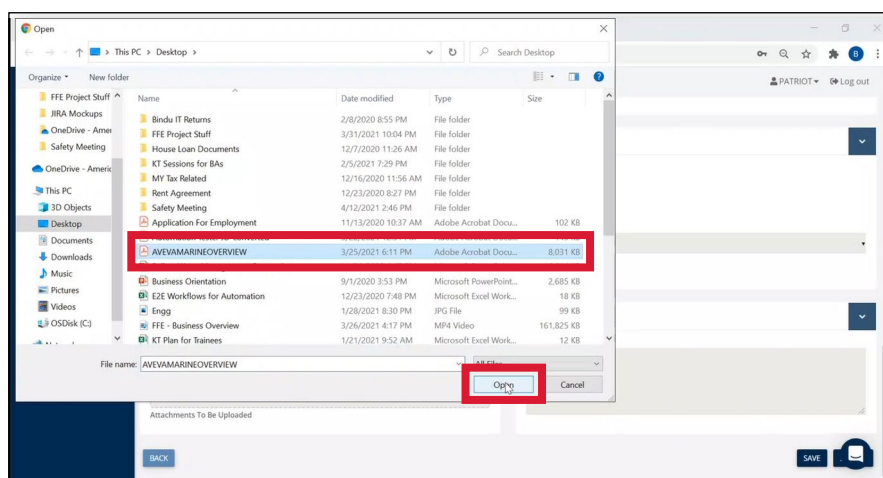
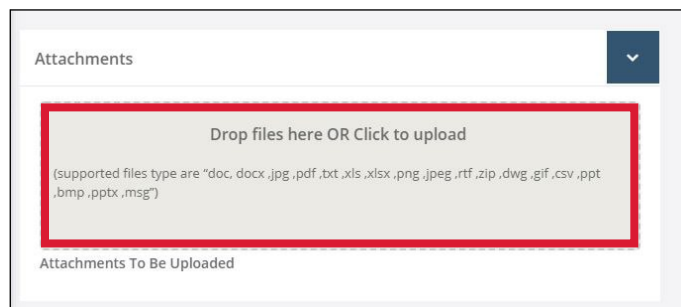
To add an attachment, you can either drag and drop files from your computer, or you can click anywhere in the field to open your desktop window to search for your files.

Once you have selected your file, click open to attach.

Supported files types include:

1. .doc
2. .jpg
3. .pdf
4. .txt
5. .xls
6. .xlsx
7. .png
8. .jpeg
9. .rtf
10. .zip
11. .dwg
12. .csv
13. .ppt
14. .pptx
15. .msg

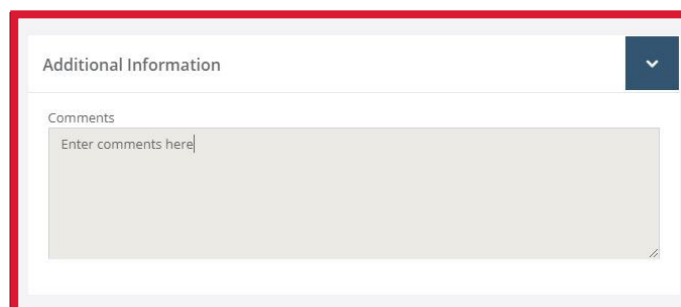
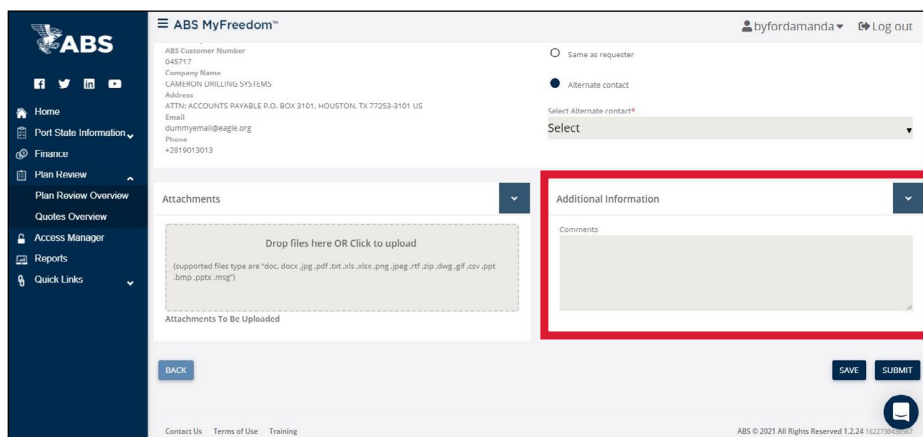
Size limit per file is 35 MB



## ADDITIONAL INFORMATION

This is an open text field for customers to enter any additional comments not already mentioned.

*Hint: It's a good time to Save again before submitting.*

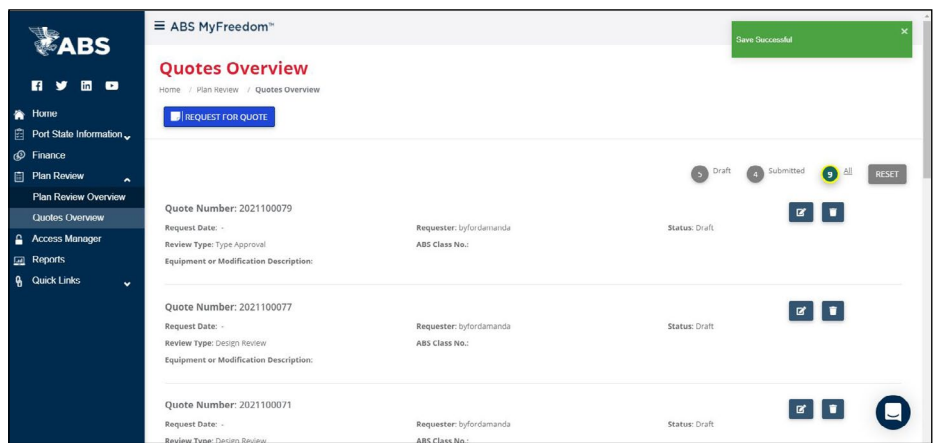


## QUOTES OVERVIEW

After a successful save the window will redirect you to the Quotes Overview page.

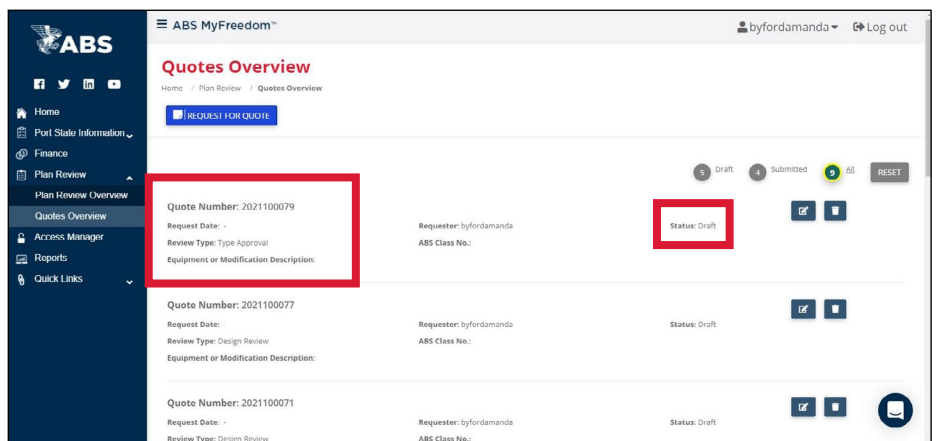
*Note: The most recently updated quote will appear at the top of the list.*

*Hint: You'll need to click on the save successful box to close it.*



On this page you will find a summary and status of each of your requested quotes, along with your quote number and current status.

*Note: There is no date in the request date because the quote has not yet been submitted; currently we have only saved it.*



## General page navigation

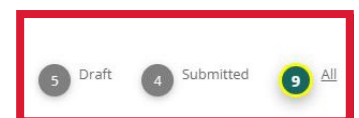
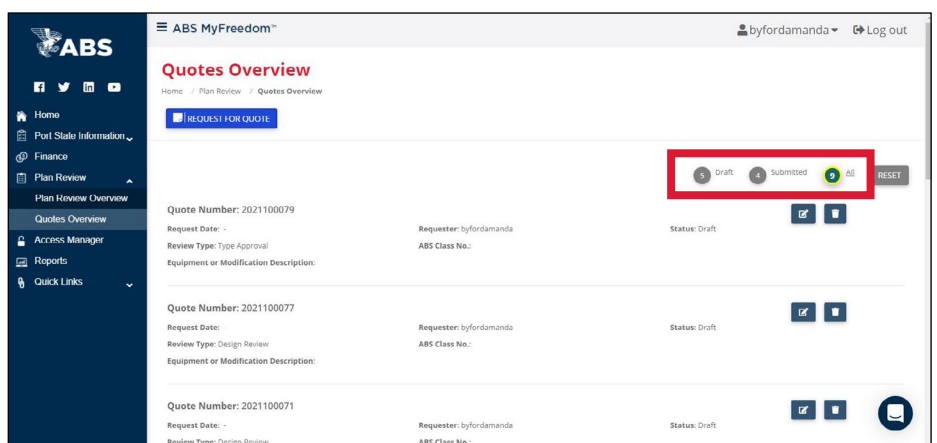


**Edit:** brings you back to the previous screen, where you can submit your quote to ABS.



**Delete:** will permanently remove the quote from your overview page.

*Note: You will see a total of all submitted and in draft quotes.*






Now that you have selected Edit and are ready to submit your Request for Quote, click on the SUBMIT button on the bottom right of the page.

Once you click SUBMIT button, you'll go back to the Quotes Overview page.

Now you will see the request date entered as well as a different status state and a new button.



After selecting the  button, you will be redirected back to your quote details page.

There are two actions you can take:

## 1. Review

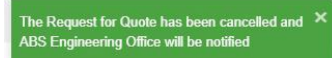
- Here you can review the information that has been submitted.
- No further changes can be made to the quote at this time.

## 2. Cancel

- You have the option to 

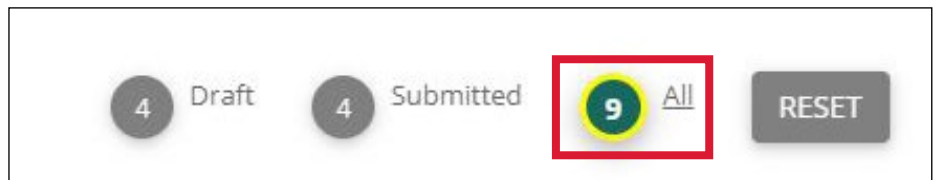
*Tip: Once you select cancel quote, a pop up will appear. Please enter your response and then select submit to finalize the cancellation.*

You'll also see this system confirmation after a successful cancellation.



## FOLLOW UP


Once your quote has been submitted, the system will auto generate an email to your selected ABS Engineering Office.



Next, the ABS Engineering Office you selected will contact you through the same email address provided in the customer contact details.

*Sidenote: Reset button resets the screen to Draft view.*

In this image the ALL is selected.

The  All button shows all quote states, including previously canceled quotes.

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