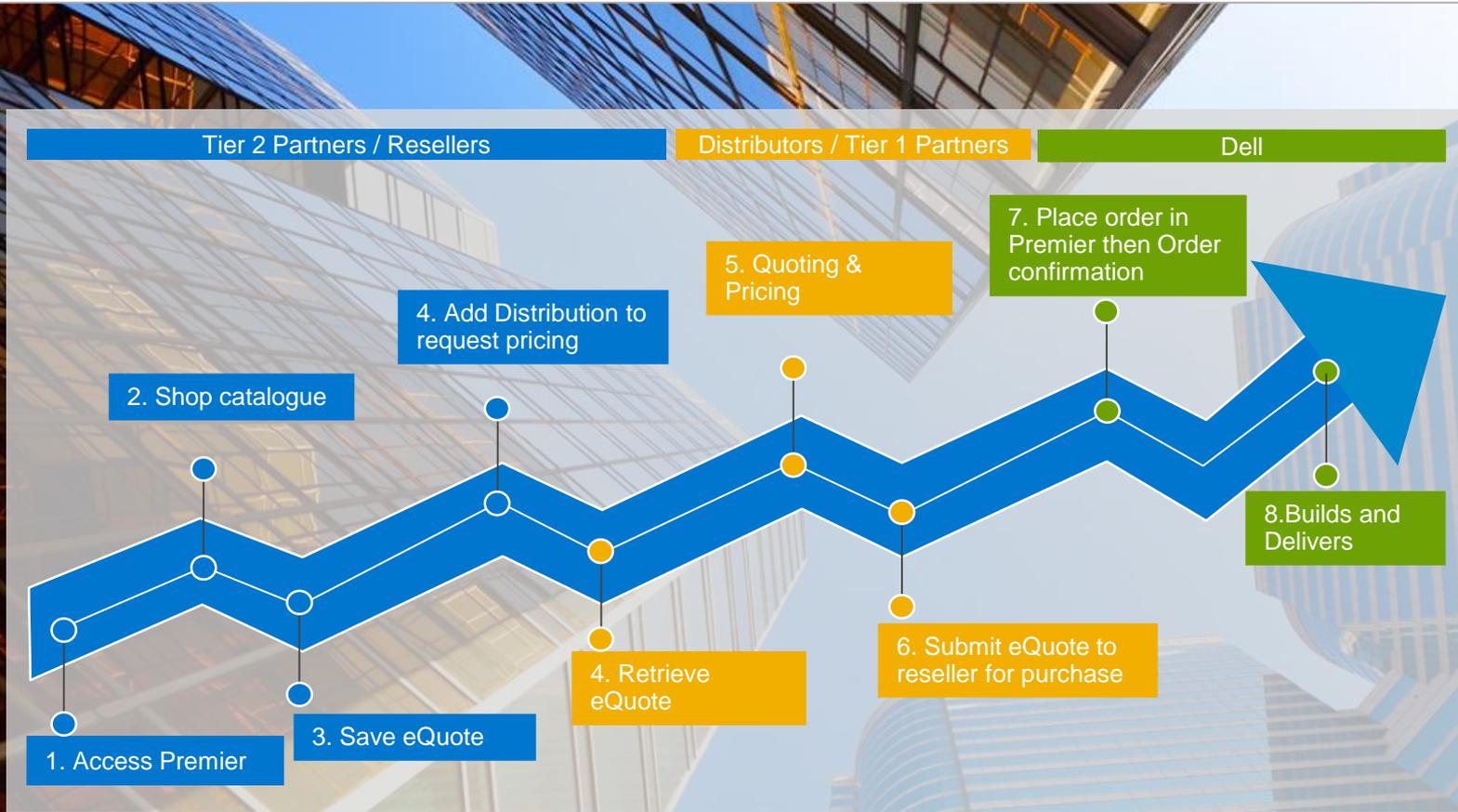


# Dell Premier eQuote Configurator

The fastest and easiest way to configure and quote Dell Products



# Step-by-Step Process





# Tier 2 Partner / Reseller

# 1. Access Premier Store

The reseller / Tier 2 partner connects to Dell Premier via the link below that can be embedded on the distributor website.



<http://www.dell.com/content/topics/topic.aspx/global/premier/login/signin>

## 2 possible options

- Access will be granted by Distributor (user Admin) to each individual reseller
- Access via a non authenticated/Vanity URL

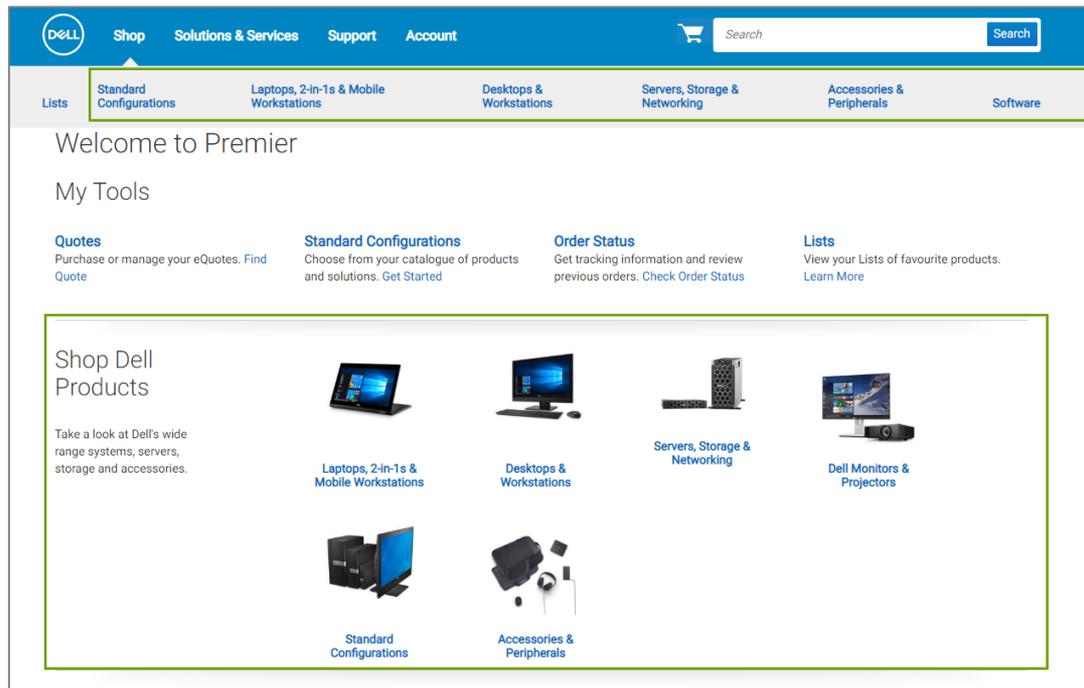
**i** Resellers access will not display product prices and do not have buying rights (Shop and eQuote only).

The screenshot shows the Dell Premier Store interface. On the left, there is a 'Premier Sign-in' form with fields for 'Email Address' and 'Password', and a 'Sign In' button. The main content area displays 'Welcome to Premier' and 'My Tools' with links for 'Quotes', 'Standard Configurations', 'Order Status', and 'Lists'. Below this is a 'Shop Dell Products' section with categories like 'Laptops, 2-in-1s & Mobile Workstations', 'Desktops & Workstations', 'Servers, Storage & Networking', and 'Dell Monitors & Projectors'. A 'Parts Selector' section offers various hardware options like 'Battery Selector', 'Enterprise Processor Selector', 'Video Card Selector', and 'Hard Drive selector'. At the bottom, there is a 'Need Help?' section with navigation links.

# 2. Shop Catalogue

The reseller / Tier 2 partner shops in the Premier store.

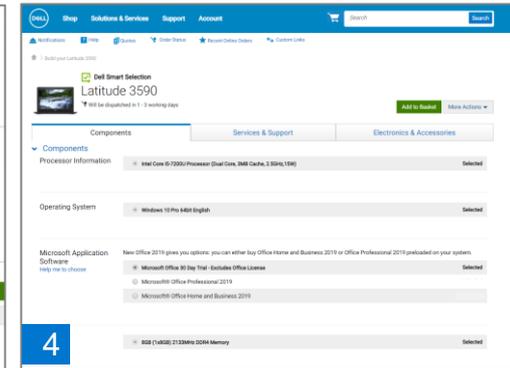
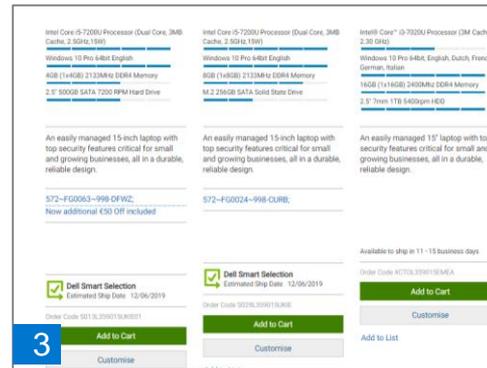
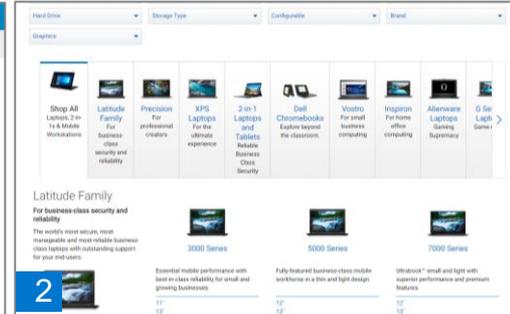
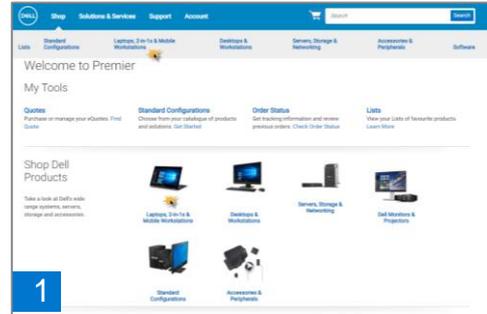
- Click on “Shop” in the masthead. A second-level navigation bar will appear, enabling you to select a system’s category.
- For faster selection, choose a category from the “Shop Dell Products” section available on your Premier Homepage.



# 2. Configure Products

The reseller/ Tier 2 partner needs a quote for Dell laptops:

1. Click Shop > Laptops or Select from the 'Shop Dell Products' section
2. Select the Dell Latitude you are interested in.
3. Choose the desired configuration from the list and click Customize.
4. Review configuration and Add to Basket



## 2. Add to Basket and Save as eQuote

5. Use the stepper (+/-) buttons or type in the desired number to change quantity.
6. Save as eQuote.
7. Complete all the required fields. The reseller will be asked to provide the following information:
  - eQuote name
  - « Authorized Buyer » so that he can receive distributors quote when willing to get distributor Pricing
  - Billing and shipping information
  - Payment options

Basket

Items	Quantity	Unit Price	Item total
Latitude 3590 Discounted unit price: Configure   Remove item Estimated Ship Date Premier discount Show full spec	- 5 +		

Do you have a coupon code?  apply Coupon

5/6

Savings:  
VAT Applicable items  
Delivery VAT 23.00%  
Total: Including VAT & Delivery

Checkout  
Save as eQuote  
Continue shopping  
Print

Norton  
powered by VeriSign

Save New eQuote

Quote detail

Name

Authorized Buyer (optional)  
Select an Authorised buyer  
What is an Authorised buyer?

Description and Notes (optional)

Description

Notes

Delivery Method (optional)

Savings:  
VAT Applicable items  
Delivery VAT 20.0%  
Total: Including VAT & Delivery

Save eQuote

Norton  
powered by VeriSign

7

# 3. Saving an eQuote

An eQuote number is automatically generated and an email confirmation is sent to the reseller.

- This eQuote number can now be located in the Premier portal.
- A second email notification is sent to the Distributor/Tier 1 partner when an authorised buyer has been selected.

Reseller  
Quote number: 1026967202387

[Save New eQuote](#) [Checkout](#) [Continue shopping](#)

✓ You've successfully saved a new eQuote - #1026967202387

Items	Quantity	Unit Price	Item total
 Latitude 3180 Discounted unit price: £307.85 <a href="#">Configure</a>   <a href="#">Remove item</a>  <b>Premier discount</b> <a href="#">Show full spec</a>	- 5 +		

Do you have a coupon code?  
 [Apply Coupon](#)

**Savings**  
VAT Applicable Items  
Delivery  
VAT (20.0%)  
**Total:**  
Including VAT & Delivery

Created November 9, 2017  
Expires December 9, 2017  
Created by  
Status Active

[Billing](#)

[Print](#) [Download as Csv](#) [Email](#)



**You have saved an eQuote 1026967202387**

An eQuote is now saved in your Dell Online Store.  
This will be held for 30 days and will expire on 9/12/2017

Your eQuote has been sent to:  
Emailed to:

To retrieve this eQuote  
Login to [Premier](#)  
Sign in to New Premier Page UK!  
Click on "Quotes" in the top menu bar and search for eQuote number: 1026967202387

eQuote Name	Reseller	eQuote Description
Saved By	Authorized Buyer	Notes/Comments

eQuote Contents

Quantity	Description	Price
----------	-------------	-------



# Tier 1 Partner / Distributor

# 4. Distributor – Retrieve eQuote

The Distributor receives a notification when the reseller selects him as an “Authorized buyer”. He will **then retrieve the eQuote (with price)**.

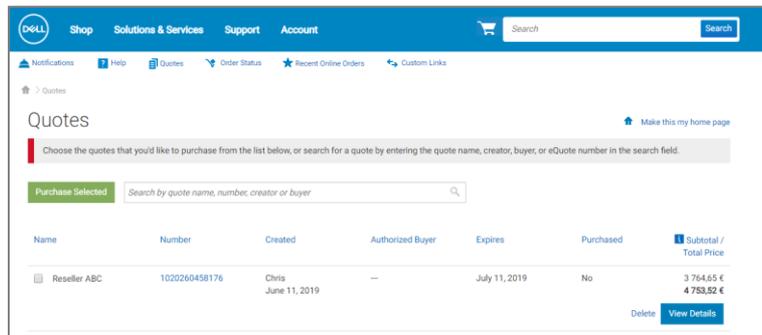
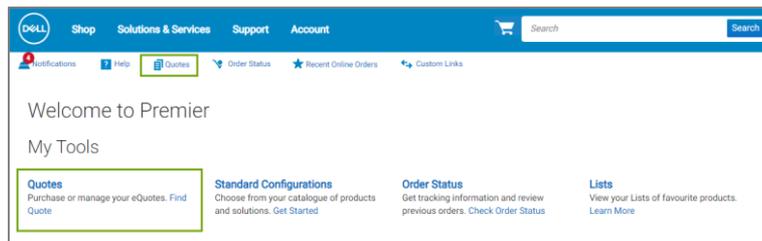
To retrieve this eQuote :



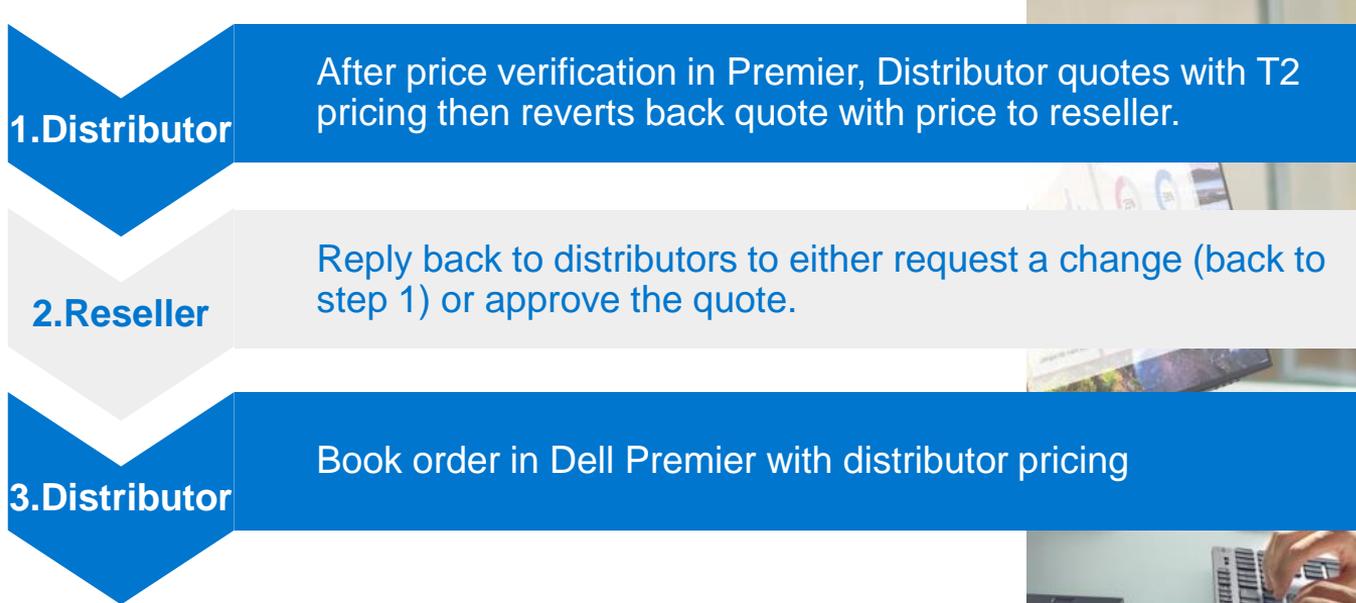
1. Login to Premier portal
2. Click Quotes
3. Easily search by eQuote number
4. Click the eQuote number to open the Quote and view the price.

Note the access role granted to distributors /authorized buyers allows to :

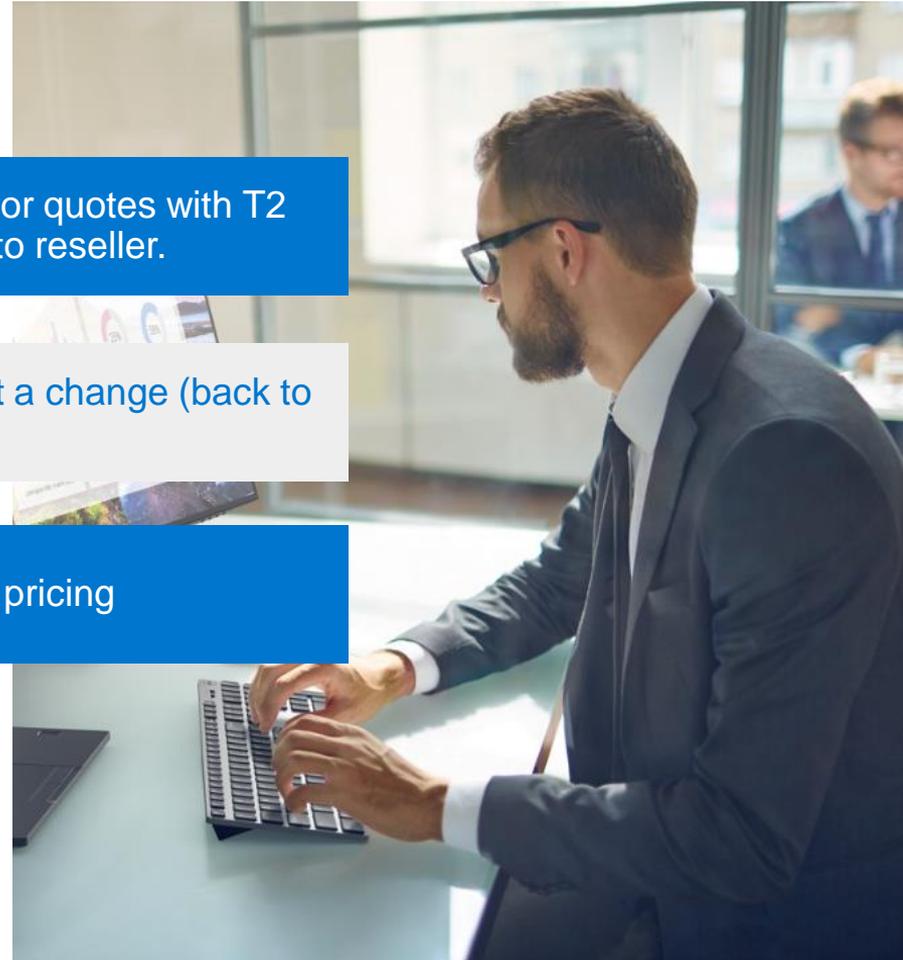
- View list of eQuotes generated by all resellers and target a deal at any time
- Edit existing eQuotes : add S&P, number of units, Shipping & billing information , ... (eQuote ID will be changed)
- Save new eQuotes
- View prices at all times
- Submit order for purchase with Dell pricing



# 5. Distributor – Quoting

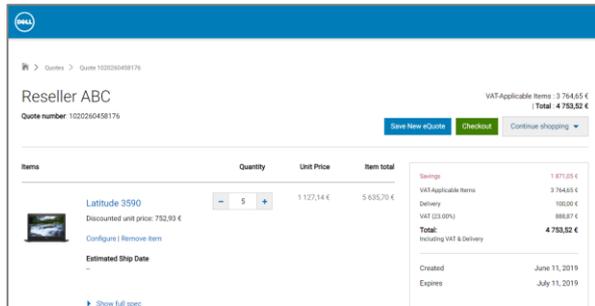


A faster and easier process to conduct business



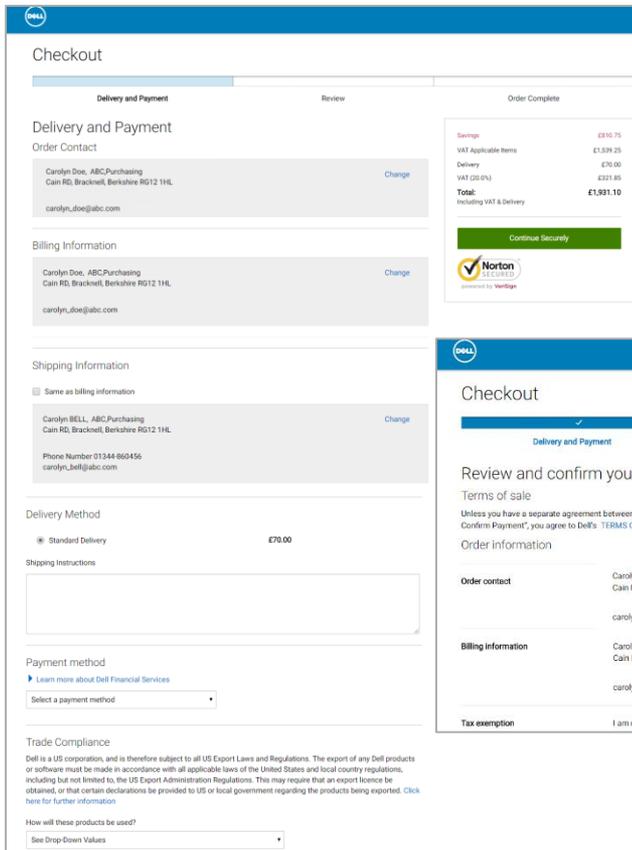
# 6. Distributor- eQuote submission

The distributor retrieves the eQuote & click **Checkout** to place the order.

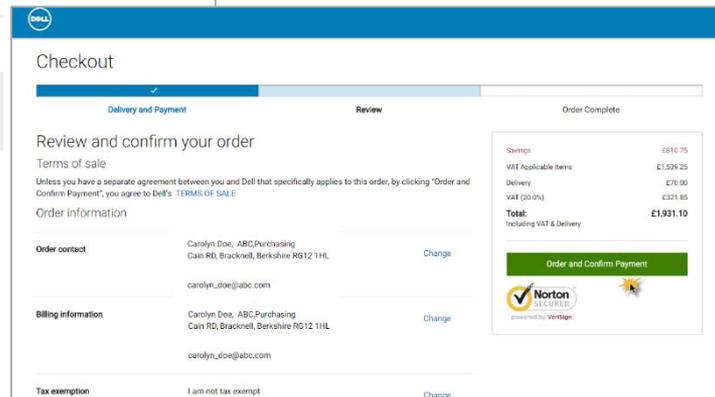


The detailed information entered by the reseller will display. The distributor should verify addresses and update billing information accordingly.

1. Verify Contact information, Shipping information, review Billing information and select the payment method.
2. Enter the Purchase Order # (Distributor order ID)
3. Complete the Trade Compliance information
4. Verify and submit the order
5. The order has been submitted – an Internet Receipt Number is generated.



 Dell will send an email confirmation to the buyer and contact indicated in the procedure. With this order number, order will be tracked easily using the “Order Status” link.



**D**  **LEMC**