



# CREATE AND RETRIEVE QUOTES

## Collaborate with Your Account Manager

### Quotes

Keep your business moving forward with our Quotes feature. A customer favorite, the Quotes feature offers an easy way to create and access quotes 24x7 through your extranet.

Quotes you request online and quotes prepared for you by your Account Manager are accessible through this feature. Log on to your extranet today to:

- Save time on manual paperwork; generate quotes electronically.
- Create a quote and use it to get approval for a purchase.
- Request quotes for PDFs, RFQs, or RFIs.
- Request quotes from your Account Manager.
- View a list of all open quotes or search by quote number.
- Print a copy of a quote.
- E-mail a quote to your Account Manager or colleague.
- Convert quotes to orders to complete the purchase online.

Your five most recent quotes are conveniently posted to your extranet home page and the My Account page, and a complete list is available through the "Quotes and Favorites" menu option.



## INTERESTED?

Take a closer look at [CDW.com/explore](http://CDW.com/explore)

Or, call your Account Manager to request an extranet today!

**New to CDW?**  
Call 800.800.4239

### About CDW Asset Tagging

CDW offers customized Asset Management services, which allow you to identify individual products quickly and easily. Asset tags are applied at configuration center before they are shipped to your organization. Contact your Account Manager for more details.

### E-Procurement Integration

Use your Enterprise Resource Planning system to control IT purchasing and ensure efficient transactions.

Go to: [CDW.com/ePro](http://CDW.com/ePro)  
Call: 888.419.7347  
E-mail: [eprohelp@cdw.com](mailto:eprohelp@cdw.com)