

Punchout Quick Reference Guide

Access and Ordering Through a Custom Punchout



Log in to Your eMarketplace and Punchout to thermofisher.com

Choose from the wide array of oligos, primers and nucleotides that can be custom configured to meet your science needs.

- 1. Add products directly to your Cart from the results
- 2. Use the convenient tools and calculators
- 3. Explore other helpful links to enhance your eProcurement shopping experience



Cart

- 1. Add items to cart from the **custom configurators** or from a product detail page.
- 2. Once the products have been added to your cart, the mini cart will open to show you the product has been added. The **Cart** button in the top navigation will also indicate the number of products in your cart.
- 3. Hover over the **Cart** button with your mouse, and a view of your cart will drop down.
- 4. Clicking on the **View Cart & Checkout** button will allow you to open the cart to process the request.
- Frequently ordered items can be added to the Save to List from the cart by selecting the Save to List hyperlink.
- 6. When the quantity is changed in the **QTY field**, the cart is automatically updated.

Quotes and Promotions

 Quotes and promotions can be applied in the cart using the Enter quote or promotion box above Cart Summary. Click the Apply button to apply the quote or promotion and see updated pricing.

Note: You can apply up to two promo codes/quotes to an order (applied one at a time) as long as they are permitted to be used simultaneously.

2. To complete your order, click **Proceed to Checkout**. This link opens the Checkout page.

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Fisher					Order Status Quick Order
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Cal	t a new cart				View available offers for items in + your cart
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Checkout

- 1. On the **Review Order** tab of Checkout, confirm the order is correct. You can click the **back** button to return to the cart to make any changes to the order.
- 2. The **Return Cart for Checkout** button will return the cart to your procurement system for processing and order submission.

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Questions?

For questions, please contact the appropriate team as listed below:

Business Development

- High level customer account conversations
- Identify and qualify B2B new start revenue opportunities
- Commercial vs technical background
- No technical queries or troubleshooting
- Optimization of existing B2B accounts
- Strategic B2B account development
- Lead BAM and DM monthly eBusiness reviews
- esolutions@thermofisher.com

Genomics

genomicorders@thermofisher.com

Customer Care

- Tier 1 customer support
- Troubleshoot pricing/quote/cart issues
- Order status and follow up
- Troubleshoot elnvoice issues
- Assists in issues with failed POAs, ASNs and mapping data
- csecommerce@thermofisher.com

B2B Support

- Tier 2 support after Customer Care
- Supports B2B customer profile settings
- b2b@thermofisher.com



Learn more at thermofisher.com/eprocurement

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