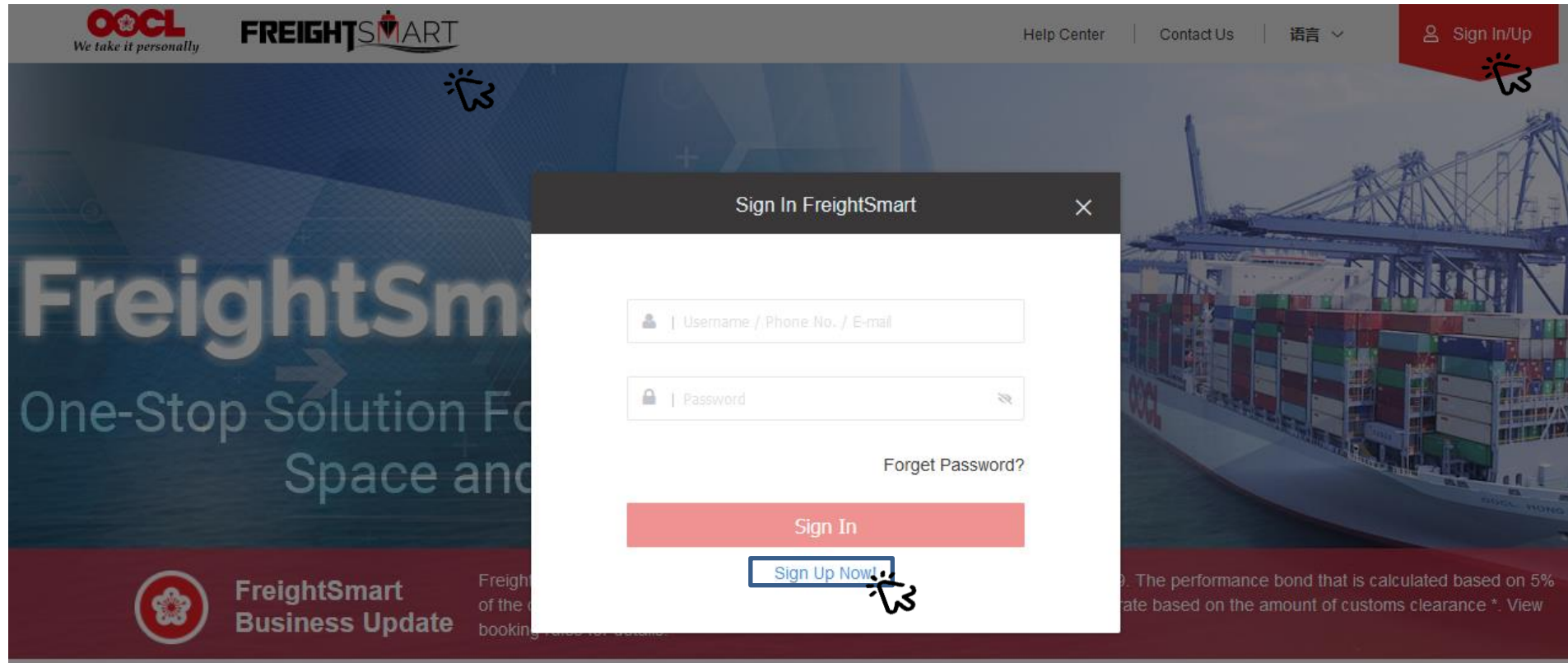# E-Quote – 3rd Party Agent

Step 1 To submit and manage bookings for E-Quote Contract holder via FreightSmart, you will need to register on FreightSmart. If you already have an FS account, you can proceed to the next step.

Please refer to <u>User Guide (oocl.com)</u> "**How to Complete Customer Registration?**" & "**How to Complete Company Authentication?**" for detailed steps.

Step 2a To view E-Quote module, you can click "**E-Quote**" in the menu bar and select "**Place E-Quote Booking**".

Step 2b You can also access E-Quote via Control Tower.

4

E-Quote available for booking is displayed under "E-Quote".

Control Tower

Q One Page Summary

Order	Booking	Cargo Tracking +	Document	Extra D&D Record	E-Trucking	E-Quote

E-Quote No. [   ]

Search

E-Quote No.	Share To	Shared By	Action

No Data

Step 3 Before Contract Holder shares the contract to you, you will not see the E-Quote no.. Please provide the Contract Holder with your Company ID to view E-Quote no. via FreightSmart. Please refer to User Guide (oocl.com) "**How to Check Company ID?**" for detailed steps.

Control Tower

Q One Page Summary

Order	Booking	Cargo Tracking +	Document	Extra D&D Record	E-Trucking	E-Quote

E-Quote No. [   ]

Search

E-Quote No.	Share To	Shared By	Action

No Data

Step 4 E-Quote no. will be available when Contract Holder successfully shared contract to you.

Contract Holder will be shown under "**Shared by**"

Step 5 In order to perform booking actions, you are required to bind your account to a My OOCL Center account.

Please refer to User Guide (oocl.com) "**Control Tower - How to Bind MOC User ID**" for detailed steps.

REMARK:
Warning will pop up if My OOCL Center ID is not bound yet. Please bind your MOC ID under "Personal Info" or simply click "Confirm" to be redirected to do account binding.

Step 3 To submit booking, you can click "**Create Booking**" under the action column.

You will be redirected to MOC to submit booking.

Please refer to MOC user guide for detailed steps

You can also use the filter at the top to locate your target E-Quote no..

Control Tower

Q One Page Summary

| Order | Booking | Cargo Tracking + | Document | Extra D&D Record | E-Trucking | E-Quote |

E-Quote No. [   ]

Search

E-Quote No.	Share To	Shared By	Action
SC234234		Company Name (FSID)	Create Booking

Total 1   <   **1**   >   Go to [1]