

AMRI Quick Quote

September 2020

Welcome to AMRI Quick Quote

Quick Quote is designed to allow you to quickly find your services and submit and order.

It will allow you to complete all the required documentation for the order.

In addition, Quick quote will provide you a way to quickly reorder previous services that you have requested.

This document will show you how to:

- Request Access to Quick Quote
- Find AMRI services
- Request a quote
- Create and Submit and order
 - Sample Submission Form, Safety Data Sheets, Customer Specifications
 - Payment Methods
- View your User Profile
 - Reorder previous services
 - Check previous orders





Requesting Access

Requesting Access

There are two ways to request access to the Quick Quote

- Preferred:
 - Enter a quote based on the following slides
- Select “Submit General Request” asking for access

Home | My Account | Make Payment | Sample Submission | Services | View Cart (0) | Questions | Logout

QUICK QUOTE

[SUBMIT GENERAL REQUEST](#)

REQUEST A QUOTE FOR EXPERT ANALYTICAL SOLUTIONS

We offer global end-to-end solutions from cGMP analytical testing services of both small and large molecules, including solid-state chemistry and particle engineering, container qualification and testing, packaging and distribution testing, medical device and drug delivery testing.

Search by Keyword:

[SEARCH](#)

SELECT A CATEGORY BELOW TO RECEIVE YOUR QUICK QUOTE

- Analytical Testing Services
- Container Closure Integrity
- Container Qualification
- Medical Device and Drug Delivery Testing
- Packaging and Distribution Testing
- Particle Engineering



Creating an Order / Quote

Finding Your Services

There are multiple ways to find your services

- Search by Keyword
- Selecting a Category
- Selecting “Services” in the gray bar



The screenshot shows the top navigation bar with links for Home, My Account, Make Payment, Sample Submission, Services, View Cart (0), Questions, and Logout. The 'Services' link is highlighted with an orange arrow. Below the navigation bar is a green header with the text 'QUICK QUOTE'. The main content area features a 'SUBMIT GENERAL REQUEST' button, followed by the heading 'REQUEST A QUOTE FOR EXPERT ANALYTICAL SOLUTIONS' and a paragraph of text. Below this is a 'Search by Keyword:' section with a text input field and a 'SEARCH' button, with an orange arrow pointing to the input field. Underneath is the heading 'SELECT A CATEGORY BELOW TO RECEIVE YOUR QUICK QUOTE' and a grid of six service categories, each with an icon and a label. An orange arrow points to the 'Analytical Testing Services' category. The categories are: Analytical Testing Services (blue icon), Container Closure Integrity (blue icon), Container Qualification (orange icon), Analytical Testing Services (purple icon), Container Closure Integrity (blue icon), and Container Qualification (green icon).

Finding Your Services

Once you have made a selection you will be taken to the services page

- Filter Options
 - Allow you to either search for a new keyword
 - Or you can answer the questions to pair down the matches
- You can add a service to your cart by clicking the “Add to Cart” button
- “\$Quote”
 - The specific test will need to be quoted by the AMRI sales team
 - If any items in the cart have this value, the whole cart is sent to the sales team

AVAILABLE SERVICES

FILTER OPTIONS

Search by Keyword:

What service(s) do you need?

What material would you like tested?

What do you want to know about your material/sample?

What is your sample category?

[Clear Filters](#)

SERVICES MATCHES

(100 Services Displayed)

LEB-200090

100% VISUAL INSPECTION OF PACKAGING AND PRODUCT PER SHIPPING UNIT

Visual inspection related to simulated distribution

Material Product	Method	Sample Quantity (g or mL)	Standard Turnaround Time
Shipping Unit	Pre-test inspection (minimum charge) for Simulated Distribution Testing		20 (Business Days)

\$Quote
[ADD TO CART](#)

LEB-200736

2-PYRROLIDONE

Analysis of Polvidone for 2-Pyrrolidone by USP

Material Product	Method	Sample Quantity (g or mL)	Standard Turnaround Time
Polvidone	USP	1 g	15 (Business Days)

\$1,553.00
[ADD TO CART](#)

WLF-100117

AAA SETUP/ FIRST SAMPLE

Amino acid analysis to quantify protein composition.

Material Product	Method	Sample Quantity (g or mL)	Standard Turnaround Time
			(Business Days)

\$693.00
[ADD TO CART](#)

Your Cart

Once you go into your cart, you will see the services selected

- Updating the fields
 - Change the quantity, if needed
 - Choose the type of “Sample Contents”
 - Choose the “Reporting” method
 - Choose “Disposal Fee” (if shown)
 - Choose the “Turnaround Time”
 - Select “Update Cart”
- “View Quote”
 - Brings up a PDF version of the order
 - Can be used to create a PO
- If you are logged in as a user, you will be able to continue the process and check out
- If you are a guest, you will be only able to submit for a quote. This will start the process of registering you in our system. A representative will contact you.

SHOPPING CART

SERVICES ADDED TO YOUR CART

SKU	Testing Service	Quantity	Unit Price	Total Price
LEB-100512	ABSORBANCE Analysis of Plastic material per EP 3.1.3-Polyolefins	1	\$315.00	\$315.00
LEB-200073	STANDARD DISPOSAL FEE Standard Disposal Fee for Standard Handling / Disposal Fee by method	1	\$50.00	\$50.00
LEB-200076	CGMP / QA DATA REVIEW / REPORTING cGMP / QA Data Review / Reporting for Standard Data Review Fee by method	1	\$75.00	\$75.00
			Sub-Total	\$440.00
			Surcharge	\$0.00
			TOTAL	\$440.00

*SAMPLE CONTENTS

High Potency Material
Controlled Substance
None

*REPORTING

cGMP / QA Data Review / Reporting

*DISPOSAL FEES

Standard Disposal Fee

*TURNAROUND TIME

Standard

Click 'Update Cart' to view applied Surcharges

UPDATE CART

CONTINUE SHOPPING

CHECK OUT

PDF VIEW QUOTE

Checking Out



During the checkout process, you will go through a series of prompts that will allow you to add more information to the order or quote.

Information: User billing and shipping addresses will be shown and will be able to be changed

Sample: The user will be able to submit their sample information

Shipping: The user will pick their shipment method

Review: The user will be able to check their order

Payment: The user will be able to pay by PO on account, Add a new PO, or Pay by Credit Card

Confirmation: The order is generated for the user

Sample

This form allows you to enter your sample submission, safety data sheets, and customer standards

- Click “Submission Entry Form”
 - A new screen will appear

SAMPLE SUBMISSION FORM

In order for your sample to be properly submitted you must fill out the Sample Submission Form. You can do this at this time or return to your account and complete the form later. However, we cannot process your testing services until we receive the form. Testing services may be delayed if we do not receive your Sample Submission form in a timely manner.

Based on your shopping cart you will need to fill out the following forms:

- Lebanon Sample Submission form

Available Submission Templates

--None--

SUBMISSION ENTRY FORM

SUBMISSION FORMS - IN PROGRESS

Name	Site
------	------

DATASHEETS- ATTACHMENTS

Name

Upload safety data sheet
Choose File No file chosen

Upload Customers Standard
Choose File No file chosen

CONTINUE

Is this considered GMP work? Is this considered Non-GMP Work?

CONTACT INFORMATION

*Client
AMRT

*Client Phone
518-512-2886

*Prepared For
Gregg Kuzma

*Client Email
gregory.kuzma@amriglobal.com

Additional Emails (please list all people's emails you would like to receive the report - separated by commas ;)

SPECIMEN INFORMATION

*Sample Name
Sample Description

Product
SKU

Lot Number/ID
*Sample Quantity

*Is this testing for a drug filing?
--None--

If drug filing, please specify

*Is this a controlled substance?
--None--

If controlled substance, specify NDC#

Sample

This form allows you to enter your sample submission, safety data sheets, and customer standards

- By clicking “Submission Entry Form”
 - A new screen will appear
 - Fill out the Form
 - “Preview” creates a PDF version
 - “Save as Preferred” allows you to save the SSF so that you may use it on other orders
 - “Submit” saves the SSF and sends the users a pdf
 - “Close” closes the form
 - **You still have to “Submit” in order for it to attach to order**
- At the end the Submission form is attached

LEBANON SAMPLE SUBMISSION FORM

Is this considered GMP work? Is this considered Non-GMP Work?

CONTACT INFORMATION

*Client: AMRI *Client Phone: 518-512-2886

*Prepared For: Gregg Kuzma *Client Email: gregory.kuzma@amrfglobal.com

Additional Emails (please list all people's emails you would like to receive the report - separated by commas):

SPECIMEN INFORMATION

*Sample Name: Sample Description:

Product: SKU:

Lot Number/ID: *Sample Quantity:

*Is this testing for a drug filling? --None-- If drug filling, please specify:

*Is this a controlled substance? --None-- If controlled substance, specify NDC#:

SHIPPING DETAILS

Please Ship Samples To:
AMRI / Whitehouse Laboratories, 291 US 22 East, Salem Industrial Park, Lebanon, NH
Phone: 908.823.9300
SDS / MSDS required with every submission

SUBMIT PREVIEW SAVE AS PREFERRED CLOSE

Please click the preview button in order to view, download or print this form.

SUBMISSION FORMS - IN PROGRESS

Name	Site
Test	LEBSampleRequestPage

DATASHEETS- ATTACHMENTS



Shipping



This form allows to choose how to ship the sample to AMRI

- “Customer” means that you will ship it to us with your shipper
- “FedEx” will allow you to fill out shipping information in our FedEx account
 - A shipping charge will be attached to the order
 - ***For US Only***

The form consists of a progress bar at the top with steps: Shipping (active), Review, Payment, and Confirmation. Below the progress bar is the 'SHIPPING INFORMATION' section. In the top screenshot, the 'Select a Shipping Preference:' dropdown is set to 'Customer'. In the bottom screenshot, it is set to 'FedEx (US Only)'. Below this is the FedEx logo, followed by 'FEDEX SHIPPING SERVICES' with a 'Dropoff Type:' dropdown set to '--None--'. The 'PACKAGING INFORMATION:' section includes fields for Qty, Height (IN), Width (IN), Length (IN), Weight (Lbs), and Declared Value. A 'GET SHIPPING RATES' button is located below these fields. The 'SHIPPING RATES' section is a table with columns for Service Type, Estimated Delivery, and Estimated Charge. The 'SENDER INFORMATION' section is partially visible at the bottom of both screenshots.

Review

This form shows you your total order





ORDER REVIEW

Please review your order below and confirm to continue to payment. If you need to make changes you can click on the sections above to return to edit.

BILLING INFORMATION		SHIPPING INFORMATION		
AMRI 26 Corporate Circle Albany, NY 12203 US		AMRI 26 Corporate Circle Albany, NY 12203 US		

SKU	Testing Service	Quantity	Unit Price	Total Price
LEB-100174	USP <87> ELUTION, DIRECT CONTACT, OR AGAR DIFFUSION Analysis of Material for USP <87> Elution, Direct Contact, or Agar Diffusion by USP<87> Biological...	1	\$1,089.00	\$1,089.00
LEB-200073	STANDARD DISPOSAL FEE Standard Disposal Fee for Standard Handling / Disposal Fee by method	1	\$50.00	\$50.00
LEB-200076	CGMP / QA DATA REVIEW / REPORTING cGMP / QA Data Review / Reporting for Standard Data Review Fee by method	1	\$75.00	\$75.00
			Sub-Total	\$1,214.00
			Tax	\$0.00
			Surcharge	\$0.00
			Shipping Customer	
			TOTAL	\$1,214.00

[CONTINUE](#)



Payment Information

This form allows you to choose your payment method

- “Credit Card” will allow you to put in your credit card information and pay for the order
- “PO”
 - If you do not have a PO in our system, you can attach a copy of the PO and fill out the information
 - If you have a PO in our system, you can choose that PO and continue

The screenshot shows a progress bar at the top with 'Payment' selected. Below it is the 'PAYMENT INFORMATION' section. The 'Payment Type' dropdown is set to 'Credit Card'. There are logos for VISA, Mastercard, and American Express. The 'Payment Options' dropdown is empty. Below it are input fields for 'Credit Card Number' and 'Expiration Date (MM-YYYY)'. A 'PAYMENT CONFIRMATION' section follows with legal disclaimer text. At the bottom is a green 'PROCESS PAYMENT' button.

The screenshot shows a progress bar at the top with 'Payment' selected. Below it is the 'PAYMENT INFORMATION' section. The 'Payment Type' dropdown is set to 'Purchase Order'. The 'Available Purchase Orders' dropdown shows '07172020 | Balance 12,663.82'. Below this is a paragraph of text explaining the process and a green 'CREATE PURCHASE ORDER REQUEST' button. A 'PAYMENT CONFIRMATION' section follows with legal disclaimer text. At the bottom is a green 'PROCESS PAYMENT' button.

The screenshot shows the 'PURCHASE ORDER REQUEST FORM'. It has a title and a subtitle 'Please fill out the form below to submit your request'. There are three input fields: 'PO Number', 'Amount', and 'Start Date' (with a date picker showing '9/30/2020'). Below these is an 'ATTACH A FILE' section with a 'Choose Files' button and the text 'No file chosen'. At the bottom is a green 'SUBMIT' button.

Confirmation



This form shows your order confirmation



ORDER CONFIRMATION

Thank you for your order! We look forward to servicing your testing needs.

BILLING INFORMATION	SHIPPING INFORMATION	References: O-0000000442
AMRI 26 Corporate Circle Albany, NY 12203 US	AMRI 26 Corporate Circle Albany, NY 12203 US	Date: 9/30/2020 Status: Order Submitted Payment Method: Purchase Order PO Number: 07172020

SKU	Testing Service	Quantity	Unit Price	Total Price
LEB-100174	USP <87> ELUTION, DIRECT CONTACT, OR AGAR DIFFUSION Analysis of Material for USP <87> Elution, Direct Contact, or Agar Diffusion by USP<87> Biological...	1	\$1,089.00	\$1,089.00
LEB-200073	STANDARD DISPOSAL FEE Standard Disposal Fee for Standard Handling / Disposal Fee by method	1	\$50.00	\$50.00
LEB-200076	CGMP / QA DATA REVIEW / REPORTING cGMP / QA Data Review / Reporting for Standard Data Review Fee by method	1	\$75.00	\$75.00
			Sub-Total	\$1,214.00
			Tax	\$0.00
			Surcharge	\$0.00
			Shipping Customer	
			TOTAL	\$1,214.00



My Account / User Profile

My Account

You have the ability to see:

- Contact information
- Stored Payments
- Previous Orders



Complex science. Expert solutions.

Home | My Account | Make Payment | Sample Submission | Services | View Cart (0)

MY ACCOUNT

MY ACCOUNT
Contact Information
Change Password
Stored Payments
My Orders
My Carts
My Templates

CONTACT INFORMATION

Contact your AMRI Sales Rep if an update is needed to your Company, Name, or Email.

Company: AMRI

Name:

Email:

Street:

City:

Country:

State:

Zip Code:

Phone:

[UPDATE CONTACT INFORMATION](#)



Stored Payments

You have the ability to:

- See open POs
- Create a new PO request

MY ACCOUNT

- Contact Information
- Change Password
- Stored Payments**
- My Orders
- My Carts
- My Templates

STORED PAYMENTS

[NEW PO REQUEST](#)

Attachment	Reference	Type	Status	Start Date	Amount	Balance
	DMM08302020	Purchase Order	In Review	8/30/2020	USD 90,000.00	82,711.50
	11223344	Purchase Order	In Review	8/28/2020	USD 100,000.00	98,379.00
	kimtest08182020	Purchase Order	In Review	8/18/2020	USD 3,000.00	713.00
		Purchase Order	In Review	8/4/2020	USD 100,000.00	100,000.00
	Kim Testing - 1234565	Purchase Order	In Review	7/27/2020	USD 900,000.00	899,307.00
	ABohlke-Test01	Purchase Order	In Review	7/23/2020	USD 10,000.00	8,437.00
	07172020	Purchase Order	In Review	7/21/2020	USD 150,000.00	143,716.00

Reordering



Under “My Orders”

- You see order history
- You can create a new order
- See the attached sample submission form
- Clone previous order to a new order
 - Cannot have any items in the current cart
 - Click the “Clone” icon
 - A cart will be created with the items from the previous order
 - Continue check out to complete

MY ACCOUNT		ORDER HISTORY								NEW ORDER
Contact Information	Change Password	Clone	Form	Cart Number	Order Number	Payment	Date	Status	Total	Payment
Stored Payments	My Orders			00000556	1000442	Purchase Order	9/30/2020	Order Submitted	\$1,214.00	PAID
My Carts	My Templates			00000445	1000001	Purchase Order	8/28/2020	Order Submitted	\$1,128.00	PAID
				00000327	1000358	Purchase Order	8/28/2020	Order Submitted	\$493.00	PAID
				00000321	1000217	Purchase Order	8/12/2020	Order Submitted	\$3,494.25	PAID
				00000320	1000213	Purchase Order	8/11/2020	Order Submitted	\$1,275.75	PAID
				00000318	1000212	Purchase Order	8/11/2020	Order Submitted	\$2,717.75	PAID
				00000316	1000211	Purchase Order	8/11/2020	Order Submitted	\$1,553.00	PAID
				00000315	1000209	Purchase Order	8/11/2020	Order Submitted	\$1,941.25	PAID
				00000305	1000203	Purchase Order	8/11/2020	Order Submitted	\$3,494.25	PAID
				00000305	1000202	Purchase Order	8/11/2020	Order Submitted	\$3,494.25	PAID
				00000145	1000195	Purchase Order	8/7/2020	Order Submitted	\$3,494.25	PAID
				00000145	1000194	Purchase Order	8/7/2020	Order Submitted	\$3,494.25	PAID
				00000144	1000073	Purchase Order	7/26/2020	Order Submitted	\$1,553.00	PAID
				00000086	1000068	Purchase Order	7/24/2020	Order Submitted	\$1,628.00	PAID
				00000085	1000053	Purchase Order	7/21/2020	Order Submitted	\$75.00	PAID
				00000081	1000052	Purchase Order	7/21/2020	Order Submitted	\$1,878.00	PAID