Contract Review and Redlining Quick Reference Card

How to review and redline an agreement for Pharma Partners in GPOconnect

To access AB GPOconnect, use the following URL: https://workspaceabc.force.com/gpoconnect

Review and redline an agreement

1. Once you are logged into GPOconnect, select the Agreements in Progress tile on the homepage.

Note: You can also access this page in the navigation menu by selecting Partnership and Agreements in Progress.

Hello,	Drishty!					Today's date Wed, 17 Au 2022	nd -	Quarter end date Fri, 30 Sep 2022
						32	days left in the quart	er 🂭
2	Rosters Published June 24, 2022	d as of w Rosters	8	Overdue Payments	C. Take Action			
0 5	Sites Enrolling	1	4	Agreements	in Progress	Manage B	Baseline	
	Vie	w Details			View Details	View Details		

2. Select the desired **Task** on the **Agreements in Progress** page. The status will show as Review Pending.

Po	ırtnership			
Agre	ements in Progress SOW's and Deliverables Executed Agreements Enrollme	ent Announcements		Last refreshed August 22, 2022 at 02:51 PM EDT
	Task	Туре	Status	Created Date 🧅
2	UK MACHINE MINN, IPC Mandalian Annohist, 1, MAD	Agreement	Review Pending	August 16, 2022
_	Hill Palls (P. Reduces No. 1971)	Agreement	Review Pending	August 12, 2022
	Negerit's Yest Cosponition, 2011 Wavefunctions Web, 20202	Agreement	Waiting For Internal Signature	July 26, 2022
	(PD Manufacture Ageneration	Agreement	Review Pending	July 22, 2022

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3. You will be navigated to an external webpage in Icertis. Scroll down and select **Download** to download the agreement.

Note: The document will open in Microsoft Word. Any redlining and deviations will be captured in the agreement. Select **Open in Word for the Web** to use the online Microsoft Word app without downloading the agreement. Save the updated file to your computer.

4. Navigate back to the Icertis webpage and select Upload Document.

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sclosure Agreements						
aster Services Agreement	• •	Details				Collap
ing Documents	0 0	1. Contract Information				
very	0	GPO Manufacturer Type	10.01.070	Agreement Code	Contraction and Contraction of Contraction of Con-	
		Agreement Name	and manufacture of the production	Effective Date	10102-0002	
			Second Second 1. (MISSIN)	Contract End Date	10.000.0000	
		Contract Term in Months		Auto - Renew Flag		
		Auto - Renewal Term in Months		Max Renewals		
		Number of Renewals		Add CGIA Language?	-	
		Is GPO Trends Offered?	-	Period to Pay Administrative Fees in Days	-	
		Admin Fee Type		Administrative Fees in %	15	
		2. Contract Information - Legal Only				
		Period to Purchase Services in Days		Notice for Termination for Material Default in Days		
		Notice for Termination in Days	-	Notice to not Renew in Days	-	
		Period for Price Adjustment in Days		Per day Interest if Administrative Fees not Paid	100.0	

- 5. Click Select File to select the saved file from your file finder.
- 6. Add a note, if applicable.
- 7. Click Upload File.



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- 8. You will be prompted to confirm any redlining and deviations in the agreement. Select **Compare Clause Changes with Previous Document Version** to review the changes. Any changes will be highlighted.
- 9. Click Yes to complete the upload.

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etails:	age faits (anno (anno 1966)	4 1614, 241111		
4	Changes to key properties are ident below before proceeding with the u	ified in the selected file compared to pre ipload	wious agreement version. Ple	ase review the summary
Content	Control Differences	to the previous version		
Type of	ocument ag values mounica compared	to the previous version		
Tag	Tag Name	Change	Old Value	New Value
Clause	GPO Membership NDA -	Clause Modified		
	Confidential Information Definition	Approver Added:		
	cross and the large state of the	classes March Card	Compare Clause Ch	anges with Previous
-	GPO Membershin NDA - Background	Clause Modified	Document	IC VERSION
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10. Once the upload completes, select **Approve** to send it back to your AB contact.

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- 11. Add a note, if applicable.
- 12. Click Add.

Note: Once approved, the agreement will no longer be accessible in GPOconnect.

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