

## Processing E-Quotes for CDW-G

CDW-G may offer an additional discount for certain orders. Usually these are custom orders or they are for a large quantity or a large dollar amount. To obtain and retrieve a quote:

Step	Task
1.	Contact a CDW-G representative directly by calling 877-826-1289 or email <a href="mailto:angieandbrian@cdwg.com">angieandbrian@cdwg.com</a> .
2.	Inform the representative that you would like an e-quote and that you are from the University of Illinois. Provide your order details to the representative.
3.	Obtain your quote number.
4.	Log in to iBuy.
5.	Click the CDW-G sticker under Office/Computer Punchouts.
6.	Type your quote number in the <b>Find My Quote</b> field.
7.	Click Find It.
8.	Click <b>Add to Cart</b> .
9.	Click Checkout.
10.	Click <b>Transfer Shopping Cart</b> . The window will redirect to your updated iBuy shopping cart.
11.	Click Proceed to Checkout.
12.	Finalize and complete the order in iBuy.

iBUY 11/23/2020