



# Instruction online purchase order

## Blood products for research and industry

Accessible at: <https://forschungsprodukte.itransfusion.ch/en>

### 1. Login

On the home page of the [online purchase order tool](#) you can log in.



## Online purchase order

### Blood products for research and industry

You can order the products approved during the project evaluation at any time.  
Please log in with your customer number and the respective project number as shown below.

Customer number \*

Project number \*

Customer number

Project number

92XXXX

P\_XXX

Log in

For questions regarding your orders, please contact [purchase.zg@itransfusion.ch](mailto:purchase.zg@itransfusion.ch).  
Feedback will be provided within 1 business day.

How does the ordering process work?

For the login you need your IRB customer number (without letter abbreviation) and your customer specific project number.

Example: Your customer number is BE 920187 => Customer number for login: 920187

You will find this on the delivery bill at the top right:

#### Interregionale Blutspende SRK

Murtenstrasse 133 | 3008 Bern  
T +41 31 384 23 33

Distribué par : Gardina Marino

Contrôle, visa:

Transfusion Interregionale CRS - Biopôle  
Produkt Resaerch Laboratory  
Route de la Corniche 2  
1066 EPALINGES

#### BON de DISTRIBUTION (Duplicata)



Numéro 0000010396225

Bern, 30/11/2020 - 23:45



BE 920187

Your project number consists of P\_ and a three-digit number, e.g.: P\_999



## 2. Place an order

Once logged in, the products approved/requested for your project will appear.

Example product selection:



### Product



buffy coat  
blood bag with +/- 50ml  
Item: 92020

[Continue to order](#)

### Your previous online orders

Product	Quantity	Order date	Delivery location	Delivery date	Shipping option	Order number
---						

[see all orders](#)

*In the first step you will find an overview of your orderable products.*

Example selection product variant:



### buffy coat - blood bag with +/- 50ml

Which product variant would you like to order?

[Back to the selection](#)



normal buffy coat  
24hrs old at delivery  
Item: 92020

[order](#)



fresh buffy coat  
less than 8hrs old at delivery  
Item: 92020

[order](#)



fresh fresh buffy coat  
Production within 4hrs after collection of whole blood  
Item: 92020

[order](#)

*In the next step you select – if available – the product variant.*

Select the product of your choice. On the page that appears next, you can select quantities delivery location and delivery date. Only those days are displayed on which the quantities you require are still available.



In the field *Special requirements*, you can specify additional wishes such as the desired blood group, gender and age of the donor.

Please note: In case of additionally requested information about the donors, additional costs will be incurred and possibly already confirmed delivery dates may be delayed. In this case we will notify the new delivery date via mail.

Example order configuration:



## Purchase order

buffy coat - blood bag with +/- 50ml

[Back to the selection](#)

normal buffy coat

24hrs old at delivery

### Delivery location\*

To which of our locations should your product be delivered?

Please select

At the Lausanne location we only offer pick-up, no other shipping options are available.

[continue](#)

Quantity\*:

Delivery date\*:

Delivery\* :

Special requirements:

\*Required fields

### 3. Complete your order

After you have configured your order, enter additional data.

Enter a contact mail address:

Please enter a mail address there at where we can reach you if we have any questions about the order.

Enter the order number:

Please enter your order number, which you may have to request at your institute or company BEFORE ordering goods. Example: Reference numbers of individual institutes, order numbers from SAP or other clearing systems.



Example of data entry:



## Review your order

**Have we recorded your order correctly?**

Please check your order before submitting it:

### buffy coat - blood bag with +/- 50ml

normal buffy coat

24hrs old at delivery

Delivery location*:	Bern	<a href="#">change</a>
Quantity*:	3	<a href="#">change</a>
Delivery date*:	<u>2021-01-19</u> , 08:00 o'clock	<a href="#">change</a>
Delivery* :	Courier	<a href="#">change</a>
Special requirements:		

Please enter your e-mail address. You will receive a confirmation to this e-mail address after completing the order.\*

E-Mail

Please enter your internal purchase order number here.

Internal purchase order number

\*I agree to the general terms and conditions of the IRB or the order and delivery conditions specifically agreed (frame agreement) with the IRB.

\*Required fields

**Complete order**

To submit the order, click on *Complete order*.



You will then be redirected to the start page. There you can see your orders in the overview:



## Products



buffy coat  
blood bag with +/- 50ml

Item: 92020

[Continue to order](#)



apheresis filter  
Item: 92022

[Continue to order](#)



whole blood tubes -  
according customer  
requirements

Item: 92009

[Continue to order](#)

## Your previous online orders

Product	Quantity	Order date	Delivery location	Delivery date	Shipping option	Order number
buffy coat - blood bag with +/- 50ml	3	13.01.2021	Lausanne	19.01.2021	Pick up	<a href="#">Q</a>
buffy coat - blood bag with +/- 50ml	3	13.01.2021	Lausanne	19.01.2021	Pick up	<a href="#">Q</a>

[see all orders](#)

Here, you can see the last 5 orders. Via the *magnifying glass* you can call up the detailed view of the order, via the button *View all orders* you will get to the overview page of all online orders placed so far.