

GODIVA BEARINGS



PORTAL GUIDE

FOR B2B USERS

WWW.GODIVA-BEARINGS.CO.UK



CREATING AN ACCOUNT

LET'S GET SET UP!

- EMAIL OUR CONTACT ON PORTAL@GODIVA-BEARINGS.CO.UK TO REQUEST AN ACCOUNT
- SIGN UP INCLUDING YOUR NAME, EMAIL, BUSINESS NAME AND YOUR CONTACT DETAILS
- YOUR ACCOUNT WILL BE READY IN 24 HOURS
- SIGN IN THE NEXT DAY TO ACCESS YOUR ACCOUNT

WHAT'S NEXT?

[Home](#) [Offers](#) [Browse](#) [Basket \(0\)](#) [Favourites](#) [Shopping Lists](#) [History](#) [Set Up](#) [Contact Us](#) [Import](#)

OFFERS

SEE OUR ON GOING DEALS

BROWSE

BROWSE OUR WHOLE RANGE

BASKET

SEE WHAT YOU'VE ADDED

FAVOURITES

CREATE A LIST OF YOUR FAVOURITE PRODUCTS

SHOPPING LISTS

CREATE A SHOPPING LIST FOR ANY REPEAT ORDERS

HISTORY

SEE WHAT YOU'VE PREVIOUSLY PURCHASED

SET UP

UPDATE YOUR DETAILS

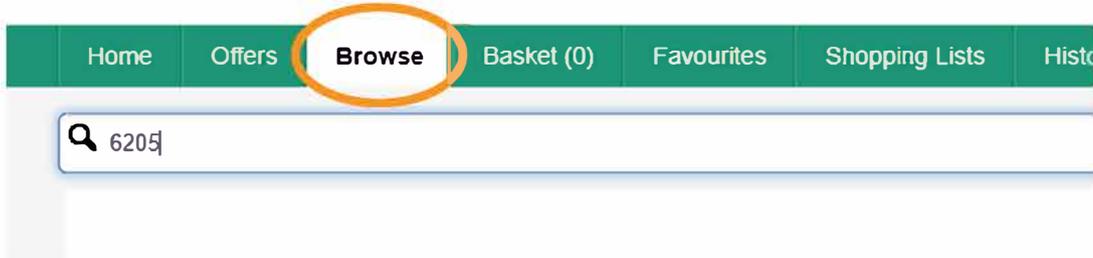
CONTACT US

SEE OUR EMAILS TO USE FOR ANY ENQUIRIES

P ORTAL FEATURES EXPLAINED

BROWSING

- Use the search bar to enter the part you need and hit "Enter" on the keyboard.



- Remember, you can just enter part of a reference, the start / end / middle and it will still bring up results. **You do not need to use the full part number if you don't have it or don't know it!**

- An example of this is **6205** brings up **6205-2RS / 6205-ZZ / 6205-2RSNR / S6205-2RS and so on!**

However, if you search for the exact part **62052RSNR**, that is all it will show.

- The portal has a **comprehensive library of interchanges** behind the scenes. This means if you search for a SKF part for example, it will show the direct equivalent in FAG.

Here are some examples of it in action...

SEARCHING **RLS5 (SKF)** will give you every variation of **LJ-5/8**

SEARCHING **MCFR35SBX (McGill)** will give you variations of **KR35-X-PP-A (INA), CF16BUU (IKO), CF16UU-AB (JNS)**

SEARCHING **R060204010 (Bosch Rexroth)** will give you variations of **KB40-PP (INA), LBCR40D-2LS (SKF), BE40UU (IKO), KB40GUU (NB), LME40UU (KBS)**

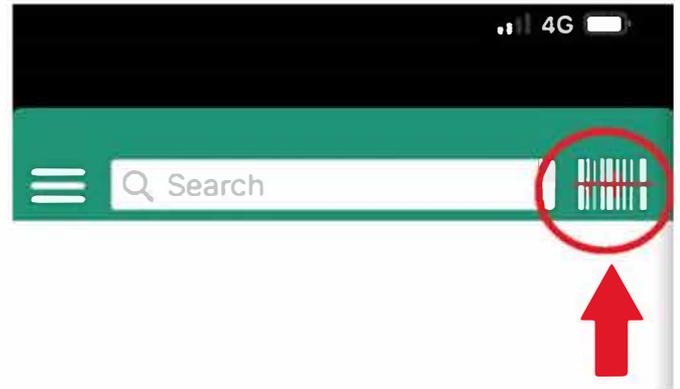
PUT IT TO THE TEST!!

PORTAL FEATURES EXPLAINED

BARCODE SCANNING

The barcode scanning feature lets you scan your items to instantly show prices, stock availability and datasheets. Just one easy scan and you're good to go!

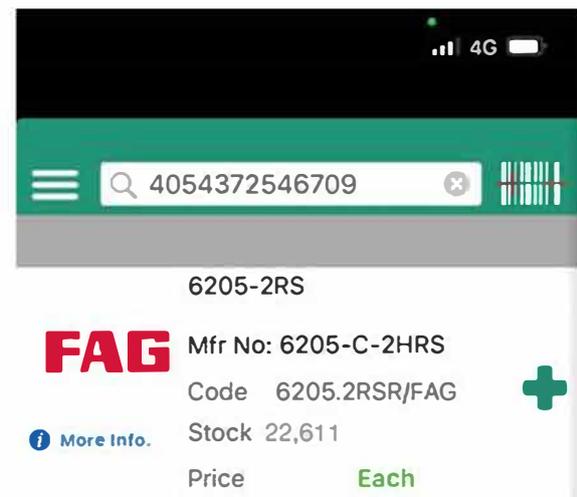
- On the mobile app, press search and then click on the barcode symbol at the top.



- The barcode scanner will open up, letting you scan the item barcode you want.
*You can use the built-in flashlight by pressing "Turn on the flash".

Cancel

- Once scanned, the product result will show including the stock level, price and more!



PORTAL FEATURES EXPLAINED

PLACING AN ORDER

FOLLOW THESE EASY STEP BY STEP INSTRUCTIONS TO GET YOUR ORDERS PLACED IN NO TIME!

- Once you have found the part you need, press Select on the product and a new window should pop up.

★

FAG 6205-2RS
Mfr No: 6205-C-2HRS €2.61 EACH
FAG
Code 6205.2RSR/FAG
Stock 22.034

EACH

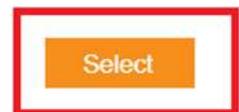
Price Override

- Enter the quantity required then press Update.

FAG

6205-2RS

Mfr No: 6205-C-2HRS
Code 6205.2RSR/FAG ⓘ
Stock 22,034



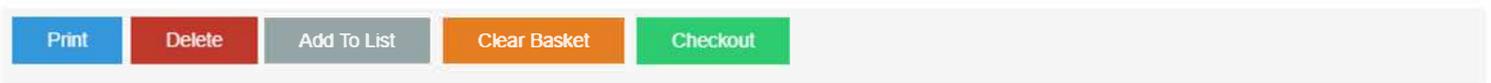
- When you are happy with your selection press Add to Basket.



- You will know you have something in your basket by the number (1).



- Press the basket tab or the basket link in the right top corner, to bring up a summary of what's in it. From here, you can continue browsing if you have more to order.



[Check All](#) [Uncheck All](#)

Order Total



- When you are ready to proceed to purchase, click the checkout button.



- The next screen is a summary of the delivery address details. You will need to click the edit delivery & date details button.



- The order number should be entered into the customer order ref.

Customer Order Ref

Customer Order Ref

PORTAL FEATURES EXPLAINED

PLACING AN ORDER - DELIVERY OPTIONS

NON UK CUSTOMERS

- You will have access to the Non-UK Freight Matrix which works out how much the shipping costs will be based on your selection.

Delivery Options



-- Select Delivery --

- Select Delivery --
- TNT Economy Express (Europe) €57.58
- TNT Express (Europe) €61.08
- UPS Express Saver (Europe) €78.86
- UPS Express (Europe) €82.51
- UPS Standard (Europe) €62.94

Once you have selected your option, skip to **Placing an order - Final steps** below.

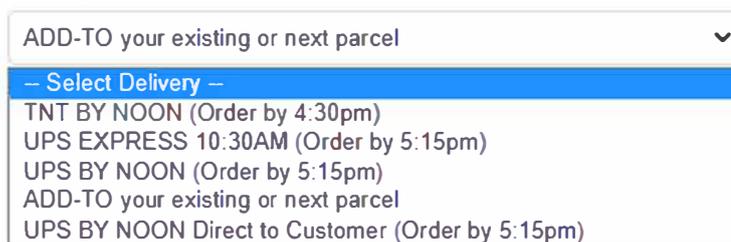
UK CUSTOMERS

- You will have access to the UK freight options.

! IMPORTANT !

- If you would like to start a parcel, select TNT or UPS options. You can then select "**ADD-TO**" for any additional orders up until the cut-off time.
- If you select "**ADD-TO**" without previously starting a parcel, your order will be added to the NEXT UPS/TNT parcel you start. *This is super handy for non-urgent orders!*

Delivery Options



ADD-TO your existing or next parcel

- Select Delivery --
- TNT BY NOON (Order by 4:30pm)
- UPS EXPRESS 10:30AM (Order by 5:15pm)
- UPS BY NOON (Order by 5:15pm)
- ADD-TO your existing or next parcel
- UPS BY NOON Direct to Customer (Order by 5:15pm)

UK DIRECT TO YOUR CUSTOMER - WE'RE TRADE ONLY!

- If you select "Direct to Customer" as an option, you can then overwrite the delivery address to send direct to your customer.
Note: You must first select "Direct to customer" before entering the address.



ADD-TO your existing or next parcel

- UPS BY NOON Direct to Customer (Order by 5:15pm)

- The delivery address will also save for you so you can select it quickly next time. You can then send your own delivery note through in the **Contact Us** section!

PORTAL FEATURES EXPLAINED CONTINUED...

PLACING AN ORDER

FINAL STEPS

- When you have chosen the delivery method and entered the order number, press the 'Update' button.

Update

- On the next screen, press 'Confirm Order'.

Confirm Order

- The last step is to see the Order Summary for one final check! When you are happy, press 'Place Order'.

Place Order

- The order will then be processed and will appear in your ORDER HISTORY!

History



PORTAL FEATURES EXPLAINED

FAVOURITES

Keep all of your favourite / most purchased items in one place to make ordering quick and easy!

- Type your item into the search bar then click 'select'.



HK1010
Mfr No: HK1010-B
INA
Code HK-1010/INA
Stock 7,937

EACH

Unit Price Total Value

Update

- Once clicked, the item will pop up. Click the star at the top to save it to your favourites.

Home Offers Browse



HK1010
Mfr No: HK1010-B
Code HK-1010/INA ⓘ
Stock 7,937

Select

- Now this product is saved in the Favourites tab, ready for next time you order!

Browse Basket (1) **Favourites** Shopping Lists



HK1010
Mfr No: HK1010-B
Code HK-1010/INA
Stock 7,937

PORTAL FEATURES EXPLAINED

HISTORY

AN EASY WAY TO REVIST PAST ORDERS AND RE-PURCHASE FAST AND EFFICIENTLY

- Once you've logged into the portal, you'll find the History tab along the top bar.



Date	Delivery Date	Order Number	Number Of Lines	Cost Ref	Amount (£)	
July -2022						
Mon 11-Jul-2022	Mon 11-Jul-2022	1484841	2	TEST	2.14	Add To Basket
					Total	2.14
June -2022						
Tue 14-Jun-2022	Tue 14-Jun-2022	1428517	1	testorder456	72.62	Add To Basket
Tue 14-Jun-2022	Tue 14-Jun-2022	1428520	2	testorder123	121.80	Add To Basket
					Total	194.42
March -2022						
Fri 18-Mar-2022	Fri 18-Mar-2022	1258384	1	TEST2	2.86	Add To Basket
Fri 18-Mar-2022	Fri 18-Mar-2022	1258345	2	TEST	72.62	Add To Basket
					Total	74.67

- You will find all your previous orders here, with the date, deliver date, order number, no. of lines, customer ref and amount of the order (£).

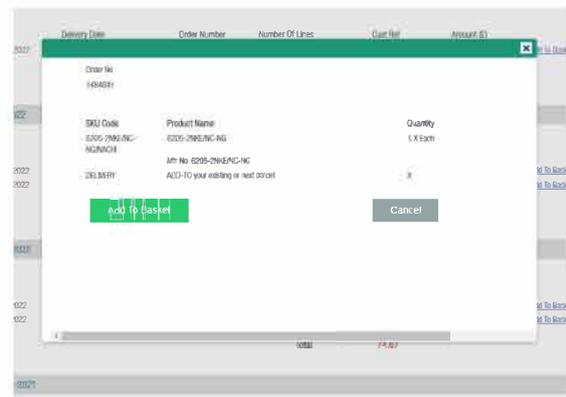
- You check a previous order, simply click on the order ref and it will bring the order confirmation up showing more details.

Order Confirmation

	Supplier Godiva Bearings Unit 3 Govell Avenue Shepperton Business Park Shepperton Middlesex TW17 9BA portal@godiva-bearings.co.uk 01384 240005	Customer customer account name	Deliver to: customer delivery address	Delivery Details: Date - Instructions					
Order Placed By	Customer Email	Customer Telephone	Customer PO	Customer Account	Order Number	Order Date			
customer1	customer email	customer contact		customer	1484841	11 Jul 22 - 14:21			
Qty	Units	Item Code	Item Description	Manufacturers Code	Gross Unit Price (£)	Unit Discount (£)	Discount Percentage (%)	Net Price Each (£)	Line Total (£)
1	Each	6205-2NKE/NC-NGMACHI DELIVERY	6205-2NKE/NC-NG ADD-TO YOUR EXISTING OR NEXT PARCEL	MFR NO: 6205-2NKE/NC-NG	2.14	0.00	0.00	2.14	2.14
						Total Net Value (£)	2.14		
						VAT (£)	0.43		
						Total (£)	2.57		

Thank you for your order!

- By clicking Add to basket, this will bring up a pop up window of the same order if you wish to re-purchase the full order again - which then you can proceed as usual when placing an order!

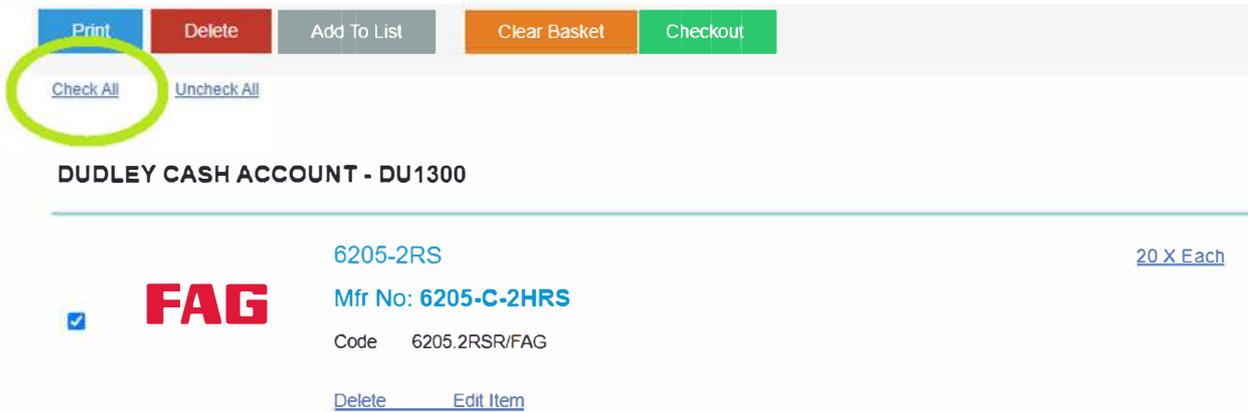


PORTAL FEATURES EXPLAINED

SHOPPING LISTS

These are a great way to get orders done quickly, if you always order the same set of products.

- Once you've added all your items to the basket, at the top click 'Check All', followed by 'Add to List'.



Print Delete Add To List Clear Basket Checkout

Check All Uncheck All

DUDLEY CASH ACCOUNT - DU1300

FAG 6205-2RS [20 X Each](#)

Mfr No: 6205-C-2HRS

Code 6205.2RSR/FAG

[Delete](#) [Edit Item](#)

- Then you can name your shopping list and save it for future use.

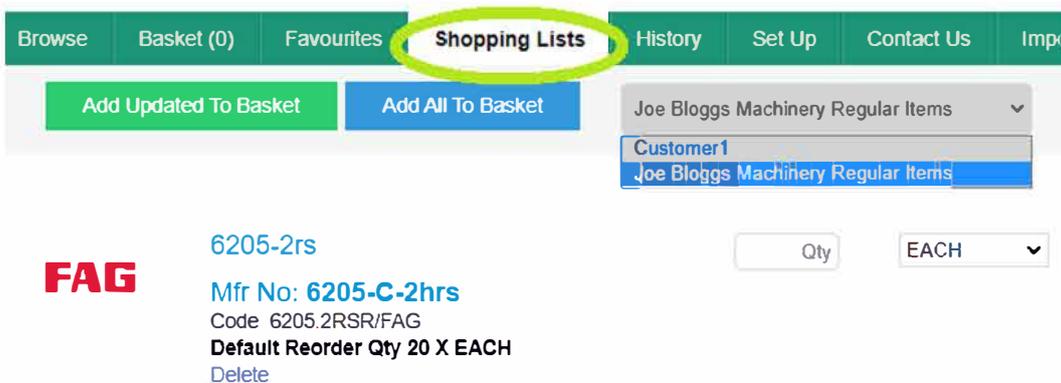
Please Enter name of a new shopping list or select from pop-up list to add items to an existing shopping list.

Joe Bloggs Machinery Regular Items

Save Shopping List

- Next time you can click on the Shopping List Tab and select your shopping list you need from the dropdown.

Simply enter the quantity you need and add to the basket!



Browse Basket (0) Favourites **Shopping Lists** History Set Up Contact Us Impo

Add Updated To Basket Add All To Basket

Joe Bloggs Machinery Regular Items

Customer1

Joe Bloggs Machinery Regular Items

FAG 6205-2rs Qty EACH

Mfr No: 6205-C-2hrs

Code 6205.2RSR/FAG

Default Reorder Qty 20 X EACH

[Delete](#)

A HANDY GUIDE FOR SOME OF OUR ADDITIONAL PRODUCTS

QUANTITY BASED PRICING

THE FOLLOWING RANGES ARE ALL SET UP WITH QUANTITY BASED PRICING:

- SHAFT COLLARS
- OIL BUSHES & WRAPPED BUSHES
- KEYSTEEL
- NILOS RINGS
- SEALS
- O-RINGS
- VEE-RINGS
- WAVE WASHERS



THIS MEANS THE PRICE SHOWN ON THE RESULTS PAGE IS THE PRICE EACH

Look out for the indication image

QUANTITY PRICE BREAKS

Select the item to see the quantity price breakdown

Qty Breaks for LCM-30

Qty	Price / Unit
1	1.5
5	1.15
10	0.99
25	0.94
50	0.89
100	0.84
250	0.78

DATASHEETS

Whenever you see the  symbol next to a part number, click it to bring up the datasheet (pdf form).

LSM40BR

Mfr No: **CB040MFXCB**

Code 01B40MGR/GFS 

Stock 2

BRAND NEW SPLIT BEARINGS NOW IN STOCK

£166.92 Each

Select

ADDITIONAL PRODUCT TIPS!



SPROCKETS

You can search for sprockets using the following rules:

EXAMPLE 1 1/2S-10T-PB

1/2 = Pitch
S = Simplex
10 = Number of teeth
PB = Pilot bore

EXAMPLE 2 3/4D-19T-TL

3/4 = Pitch
D = Duplex
19 = Number of teeth
TL = Taper lock bore

YOU CAN ALSO SEARCH BY USING VARIOUS MANUFACTURERS / INDUSTRY PART NUMBERS...

E.G. 3SR26 (3/8 Simplex 26 Tooth Pilot Bore)
6I-15 (3/4 Simplex 15 Tooth Taperlock Bore)

SEALS, O-RINGS & V-RINGS

BOTH METRIC & IMPERIAL AVAILABLE

E.G. METRIC - OS30X38X6R23 = 30mm BORE x 38mm O/D x 6mm WIDE, R23
IMPERIAL - OS050X100X025R21 = 1/2" x 1" x 1/4", R21 style

PLEASE NOTE:
WITH SOME MANUFACTURERS, THEY LIST THE O/D FIRST, FOLLOWED BY THE I/D.
For this reason, we show both instances as shown here:



100X050X025R21

Mfr No: 100X050X025R21

Code OS050X100X025R21

Stock 14

WAVE WASHERS You can find Wave Washers by typing "EPL"

Example: EPL-24

O-RINGS Searching "OR30X3" gives you the options of:

OR30X3 NITRILE
OR30X3 VITON

VEE-RINGS Searching "V-110" gives you the options of:

V-110A - Vee Ring 110mm Square Back
V-110S - Vee Ring 110mm Sloping Back

DISC SPRINGS Disc springs are listed with the prefix "DS"

Example: DS-20X10.2X0.5
10.2mm bore x 20mm O/D x 0.5mm Thick

KEYSTEEL You can find Keysteel by simply typing in "KEYSTEEL"

Example: KEYSTEEL-10X10X304
10mm x 10mm x 304mm

PLEASE NOTE: We also offer Keysteel in stainless steel with the suffix

SHAFT COLLARS

1) You can search for shaft collars using the following rules:

LC - Imperial shaft collar

LCM - Metric shaft collar

2) Followed by the size, then the style...

E.G.

LC-1/2/DOUBLE-SS IMPERIAL 1/2", DOUBLE SPLIT, STAINLESS STEEL
LCM-20/SS METRIC 20mm, SOLID, STAINLESS STEEL

KEY:

NO SUFFIX = SOLID
/DOUBLE = DOUBLE SPLIT
/SINGLE = SINGLE SPLIT
-SS = STAINLESS STEEL

ADDITIONAL PRODUCT TIPS CONTINUED...



OIL BUSHES

METRIC	PLAIN	"AM 202416"	20mm x 24mm x 16mm
	FLANGED	"AL 202416"	20mm x 24mm x 16mm
IMPERIAL	PLAIN	"AI 202416"	1.1/4 x 1.1/2 x 1
	FLANGED	"AJ 202620"	1.1/4 x 1.5/8 x 1.1/4

THE IMPERIAL NUMBERING IS AS FOLLOWS:

03	3/16"	16	1"
04	1/4"	18	1.1/8"
05	5/16"	20	1.1/4"
06	3/8"	22	1.3/8"
07	7/16"	24	1.1/2"
08	1/2"	26	1.5/8"
09	9/16"	28	1.3/4"
10	5/8"	30	1.7/8"
11	11/16"	32	2"
12	3/4"	36	2.1/4"
13	13/16"	38	2.3/8"
14	7/8"	40	2.1/2"
15	15/16"	48	3"

WRAPPED BUSHES

metric	PTFE LINED		PLAIN	"MB20-20DU"	20mm x 23mm x 20mm
			FLANGED	"FMB20-22DU"	20mm x 23mm x 22mm
imperial	PTFE LINED		PLAIN	"08DU-06"	1/2 x 19/32 x 3/8
			metric	YELLOW LINED	PLAIN
imperial	YELLOW LINED		PLAIN	"06DX-06"	3/8 x 15/32 x 3/8

