

SAP ARIBA

Instruction for Suppliers: Ariba Sourcing Supplier Management



MAHLE

SAP ARIBA Instruction for Suppliers

01 Invitation for eAuction

01a Invitation for eAuction if Supplier already has SAP Business Network account	3
01b Invitation for eAuction if Supplier is new to SAP Business Network	6

02 Invitation for Registration – Supplier Lifecycle and Performance (SLP)

02a Creation of new account and further Registration	17
02b Signing in to existing account and further Registration	29

03 Invitation for Qualification – Supplier Lifecycle and Performance (SLP)

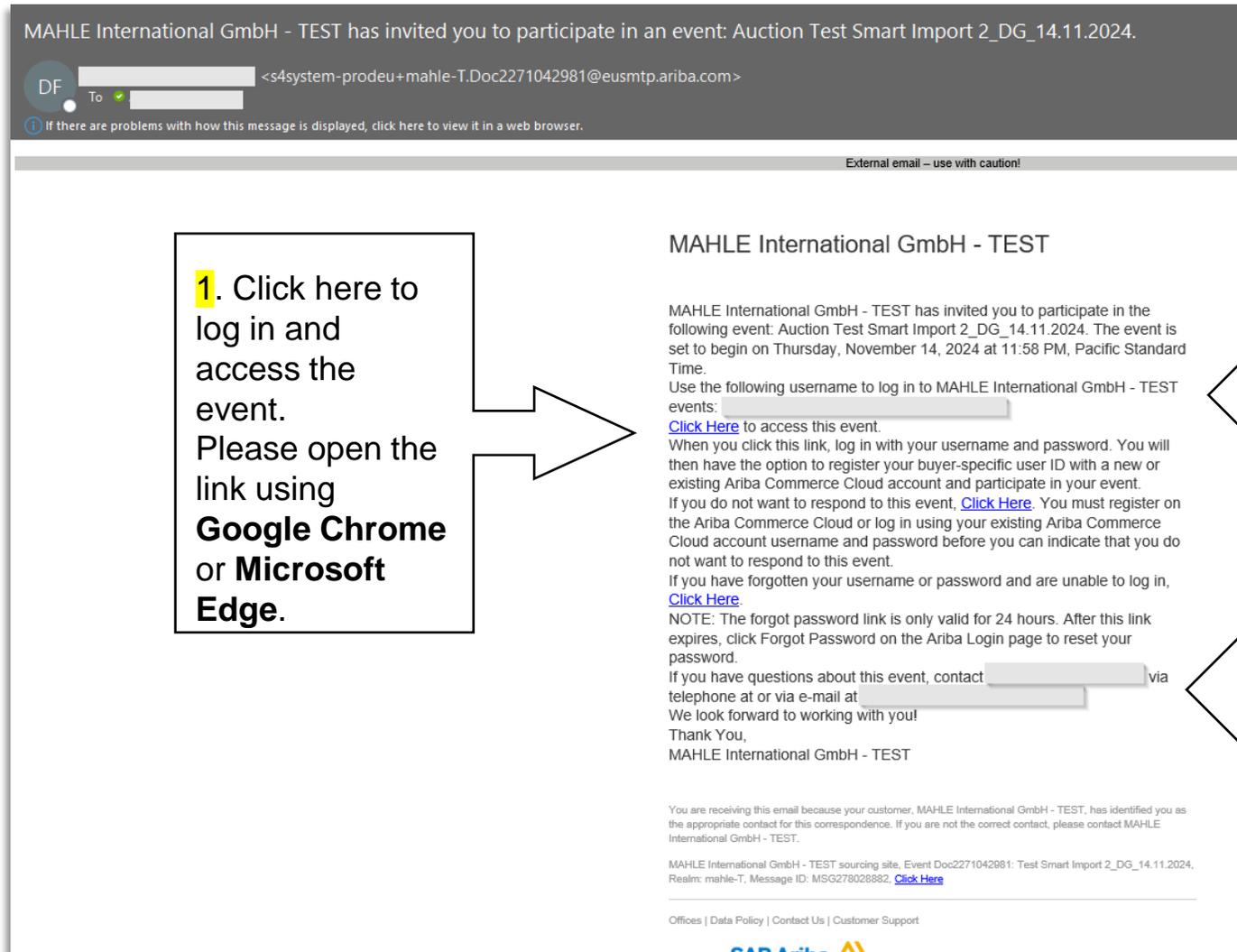
36

04 Supplier help for Ariba Strategic Solution

44

01a Invitation for eAuction

Invitation for eAuction if Supplier already has SAP Business Network account.



1. Click here to log in and access the event. Please open the link using **Google Chrome** or **Microsoft Edge**.

In case you **already have** SAP Business Network account, in the eAuction invitation ARIBA will **suggest** what **login** to use.

2. Use the following username to log in.

Here you can find name of Mahle employee, who has invited you to participate in the event.

01a Invitation for eAuction

Invitation for eAuction if Supplier already has SAP Business Network account.

As soon as you log in, you are able to review the content and prerequisites of the eAuction. Detailed instruction how to submit your proposal can be found in training material „eAuctions with Ariba - Guideline for Suppliers”.

Ariba Sourcing

< Go back to MAHLE International GmbH - TEST Dashboard

Event Details Doc2272189096 - Test Suppliers_DG_15.11.2024

Event Messages
Download Tutorials
Response Team

▼ Checklist

1. Review Event Details
2. Review and Accept Prerequisites
3. Submit Bids

▼ Event Contents

All Content

1 Gate question

Review and respond to the prerequisites. Prerequisite questions must be answered before you can view event content or participate in the event. Some prerequisites may require the owner of the event to review and accept your responses before you can continue with the event. If you decline the terms of the prerequisites, you cannot view the event content or participate in this event.

Download Content Review Prerequisites Decline to Respond Print Event Information

Gate question (Section 1 of 1)

Name ↑

▼ 1 Gate question

1.1 Please confirm the attached document(s).
This is a prerequisite to see further content. References

Event Overview and Timing Rules

Owner: ⓘ

Event Type: Auction

Description:
Currency: European Union Euro
Commodity: Packaging; Corrugated board, Single-use 40010101
Regions: ROU Romania

Publish time: 11/15/2024 9:55 AM
Bidding start time: 11/15/2024 10:16 AM
Response end time: 11/15/2024 1:16 PM

Specify how lot bidding will begin and end: Parallel ⓘ

Bid rank that triggers overtime: 3 ⓘ

Start overtime if bid submitted within (minutes): 2 ⓘ

Overtime period (minutes): 2 ⓘ

Bidding Rules

Market Feedback

Show lead bid to all participants: No ⓘ

01a Invitation for eAuction

Invitation for eAuction if Supplier already has SAP Business Network account.

During the auction, Ariba also allows you to request immediate assistance. **Request Immediate Assistance** button will be visible if the bidding time is still open.

The screenshot displays the SAP ARIBA eAuction interface. On the left is a navigation sidebar with sections: 'Event Messages', 'Response History', 'Checklist' (containing 'Review Event Details', 'Review and Accept Prerequisites', 'Select Lots/Line Items', 'Submit Bids'), 'Event Contents' (containing 'All Content', '1 Gate question', '2 Auction details'), and 'Choose Lot' (containing 'View all lots', '2.1 Box 1'). The main area is titled 'All Content' and shows a table with columns: Name, Rank, Price, Price Unit, Quantity, and Extended Price. The table contains two rows: '1 Gate question' with sub-row '1.1 Please confirm the attached document(s). This is a prerequisite to see further content.' and '2 Auction details' with sub-row '2.1 Box 1'. A file 'UserMatrixExport (27).csv' is attached to the first row. Below the table is a form to 'Decrement selected items by' with an 'Apply' button. At the bottom are buttons for 'Submit Entire Response', 'Update Totals', 'Save draft', 'Compose Message', and 'Excel Import'. A callout box highlights a 'Request Immediate Assistance' button and a timer showing '00:18:16' remaining in open bidding.

The screenshot shows the SAP Help Center 'Contact us' page. It features a navigation bar with 'Home', 'Learning', and 'Contact us'. The main heading is 'We're here to help!' followed by the instruction 'Select your preferred method of contact to interact with Product Support.' There are two options: 'We will call you' (marked as 'Recommended') with a 'Request a call' button, and 'Call us directly' with a 'Contact us' button. The 'Request a call' option includes the text: 'Confirm your contact details and we will call you. This is the preferred method for expedited support!'. The 'Call us directly' option includes the text: 'Dial a local or toll-free number to contact Product Support for assistance with your bidding event. Please have your event information ready.'

01b Invitation for eAuction

Invitation for eAuction if Supplier is new to SAP Business Network.

SAP Business Network is a cloud-based collaboration offering that modernizes how procurement and supply chain processes are connected across organizations. It helps to build stronger supply chains, deliver on the customer promise, gain visibility into your supply chain, increase operational efficiency, and ensure compliance.

Procurement collaboration is the practice of partnering with suppliers, vendors, and other stakeholders to streamline and optimize the procurement process. Working closely with key partners helps to enhance transparency, drive cost savings, improve the overall quality of goods and services acquired, strengthen supply chains, minimize risks, and foster mutually beneficial relationships.

More information about SAP Business Network can be found here:

[SAP Business Network | Overview](#)

More information about the Ariba Network and MAHLE's approach can be found on the MAHLE website here:

[Non-Production material / Indirect Purchasing - MAHLE Group](#)



Business Network

SUPPLIER

01b Invitation for eAuction

Invitation for eAuction if Supplier is new to SAP Business Network.

In the received email invitation, you can find a link to start the process of account creation.

1. Click Here to Register and access the event. Please open the link using **Google Chrome** or **Microsoft Edge**.

MAHLE International GmbH - TEST has invited you to participate in an event: Test Suppliers_DG_15.11.2024.

DF [redacted] <s4system-prodeu+mahle-T.Doc2272189096@eusmtp.ariba.com>
To [redacted]

[If there are problems with how this message is displayed, click here to view it in a web browser.](#)

External email – use with caution!

MAHLE International GmbH - TEST

Welcome, Natalia Nowak.

MAHLE International GmbH - TEST has registered you on their Ariba Spend Management site and invited you to participate in the following event: Test Suppliers_DG_15.11.2024. The event starts on Friday, November 15, 2024 at 10:16 AM, Central European Standard Time and ends on Friday, November 15, 2024 at 1:16 PM, Central European Standard Time.

[Click Here](#) to access this event. You must register on the Ariba Commerce Cloud or log in using your existing Ariba Commerce Cloud account username and password before you can access this event.

NOTE: This link is only valid for 30 days. Make sure to register on the Ariba Commerce Cloud before the link expires. After you register on the Ariba Commerce Cloud, you can no longer use this link.

If you have questions about this event, contact [redacted] via telephone at or via e-mail at [redacted].

If you do not want to respond to this event, [Click Here](#). You must register on the Ariba Commerce Cloud or log in using your existing Ariba Commerce Cloud account username and password before you can indicate that you do not want to respond to this event.

We look forward to working with you!

Thank You,

MAHLE International GmbH - TEST

You are receiving this email because your customer, MAHLE International GmbH - TEST, has identified you as the appropriate contact for this correspondence. If you are not the correct contact, please contact MAHLE International GmbH - TEST.

MAHLE International GmbH - TEST sourcing site, Event Doc2272189096: Test Suppliers_DG_15.11.2024, Realm: mahle-T, Message ID: MSG278904928, [Click Here](#)

Offices | Data Policy | Contact Us | Customer Support

Powered by 

Here you can find name of Mahle employee, who has invited you to participate in the event.

01b Invitation for eAuction

Invitation for eAuction if Supplier is new to SAP Business Network.

Depending on your situation ARIBA will ask you to review accounts that might be already used in your organization, log in using existing account or create a new account.

In this Instruction you will see how to **create totally new account**.

! If your organization already has ARIBA account, it is recommended to only create additional User and assign it to existing ARIBA account. Otherwise you will create new account with unique AN ID number. Merging multiple accounts is not possible.

Benefits of a business relationship on SAP Business Network

1. Digitalize your business
Collaborate with your customer on the same secure network, while improving efficiency with paperless processes
2. Ensure sustainability and compliance
Keep your business information up to date, share certifications, and assessments with customers
3. Simplify the sales cycle
Participate in Sourcing events and e-auctions
4. Explore new business opportunities
Find leads from buyers searching for your services and products to keep their supply chain running

[Learn more](#)
[About this invitation](#)

Connect with MAHLE on SAP Business Network to collaborate.

Invited by MAHLE International GmbH - TEST

We found existing accounts based on the information in the invite. Please review.

[Review accounts](#)

or

[Use existing account](#) ⓘ

[Create new account](#) ⓘ

2. Use this option to create a new account.

If system recognizes a possibility that you already have an account, it will suggest to review potential accounts.

If you already have SAP Business Network account, but you have never connected with MAHLE before, use this option.

Powered by SAP

© 2021 SAP SE or an SAP affiliate company. All rights reserved.
[Privacy Statement](#) [Security Disclosure](#) [Terms of Use](#)

01b Invitation for eAuction

Invitation for eAuction if Supplier is new to SAP Business Network.

Information about your organization are prefilled.

3. Please review and if needed correct them. Only information's marked with asterisk (*) are mandatory to filled in.



Create an account to connect and collaborate with MAHLE on SAP Business Network

Company information ⓘ

DUNS number ⓘ

[Don't know your DUNS number?](#)

Company (legal) name *

Country/Region *

Address line 1 *

Address line 2

Postal code *

City *

State

State

Administrator account information ⓘ

First name * Last name *

Email *

Use my email as my username

Password * Repeat password *

I have read and agree with the [Terms of Use](#).

I hereby agree that SAP Business Network will make parts of my Personal Data (as defined in the [Privacy Statement](#)) accessible to other users and the public based on my role within the SAP Business Network and the applicable profile visibility settings.

Please see the [Privacy Statement](#) to learn how we process personal data.

I'm not a robot 

Powered by 

4. Press here to create an account.

01b Invitation for eAuction

Invitation for eAuction if Supplier is new to SAP Business Network.

System will ask you again to verify already existing accounts. If you are sure you want to create one. Click „Continue account creation”.



Create an account to connect and collaborate with MAHLE on SAP Business Network

We found existing accounts based on the information you entered. Please review.

Review accounts

or

Continue account creation

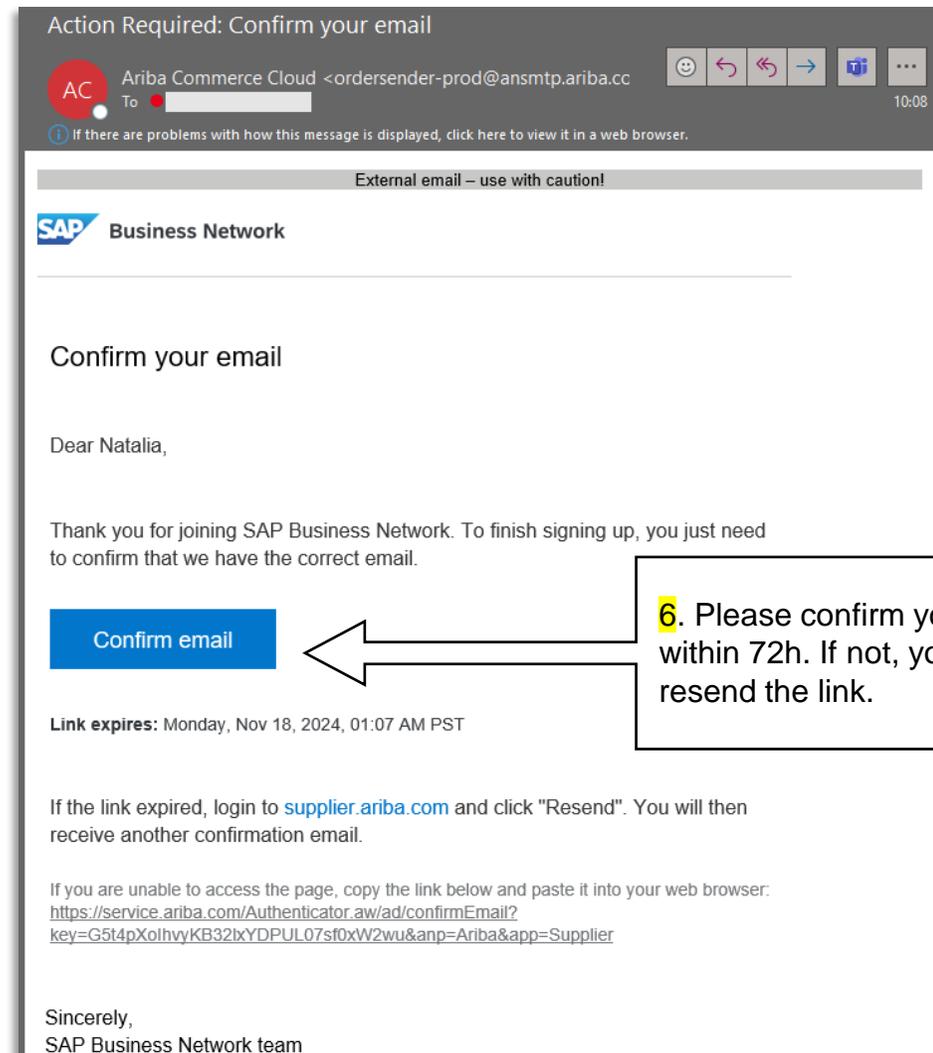
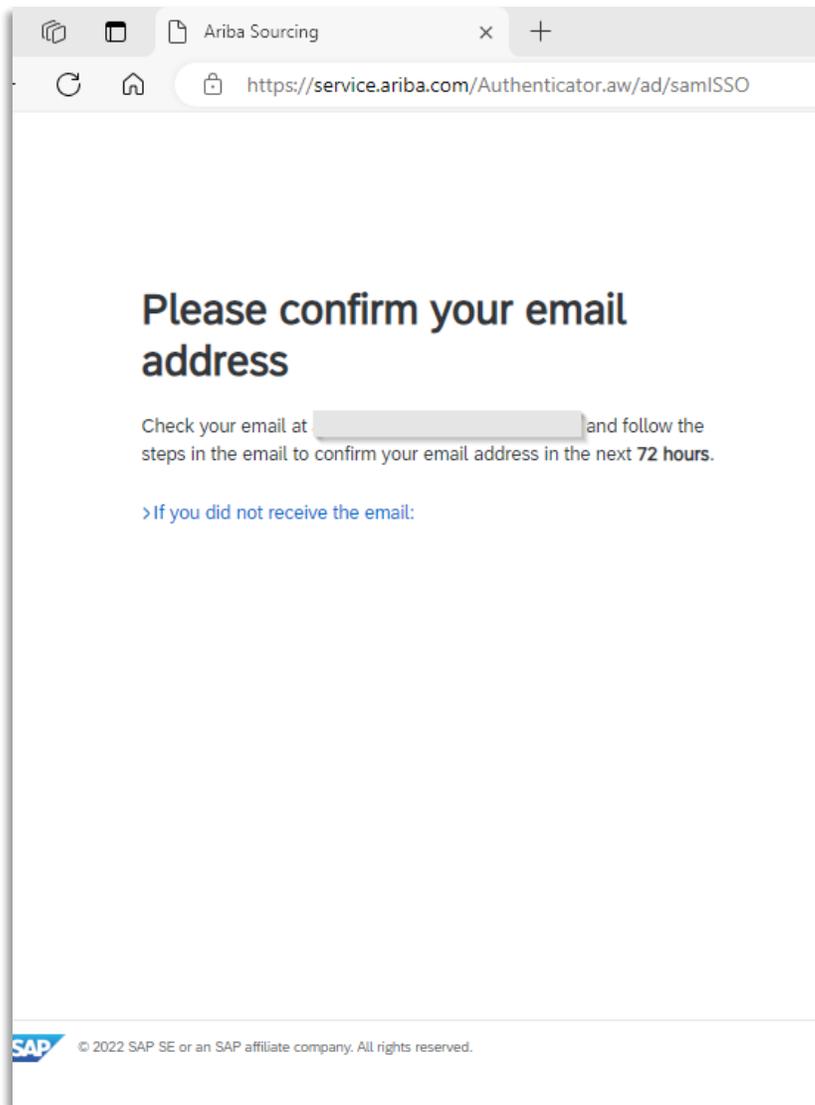
5. Press here to create an account.

01b Invitation for eAuction

Invitation for eAuction if Supplier is new to SAP Business Network.

SAP ARIBA has sent request to confirm your email address.

Please click on the link from the e-mail.



6. Please confirm your email within 72h. If not, you need to resend the link.

01b Invitation for eAuction

Invitation for eAuction if Supplier is new to SAP Business Network.

As a next step you might specify your business profile details. Based on that ARIBA can suggest you potential customers.

You can also skip that part.

The screenshot shows a web browser window with the URL 'ariba.com/sourcing/aw/109582005/aw?awh=r&lawssk=tcKxB7eK&dard=1'. The page title is 'Almost done! We just need a little bit more information'. Below the title, there is a prompt: 'Please provide the information below and you will be more customers looking for companies like yours.' The form contains two sections: 'Product and Service Categories' and 'Ship-to or Service Locations'. Each section has an input field, an 'Add' button, and a 'Browse' button. The 'Browse' buttons are circled in red. At the bottom of the form, there are three buttons: 'Submit' (circled in red), 'Remind me later', and 'Don't show this to me again'. A speech bubble points to the 'Browse' buttons with the text: 'You can set up your company profile by selecting Product and Service Categories and Ship-to Location. After filling this up, click Submit to move forward.' An illustration of a piggy bank is visible on the right side of the form.

7. Click here if you would like to skip that step.

01b Invitation for eAuction

Invitation for eAuction if Supplier is new to SAP Business Network.

Account Creation process is now **completed** !

Please review the content and prerequisites of the eAuction. Detailed instruction how to submit your proposal can be found in training material „**eAuctions with Ariba - Guideline for Suppliers**”.

Ariba Sourcing Company Settings Natalia Nowak Feedback Help Messages

Go back to MAHLE International GmbH - TEST Dashboard Desktop File Sync

Event Details Doc2272189096 - Test Suppliers_DG_15.11.2024 Time remaining in preview 00:04:25

Event Messages Download Tutorials Response Team

▼ Checklist

1. Review Event Details
2. Review and Accept Prerequisites
3. Submit Bids

▼ Event Contents

All Content

1 Gate question

Review and respond to the prerequisites. Prerequisite questions must be answered before you can view event content or participate in the event. Some prerequisites may require the owner of the event to review and accept your responses before you can continue with the event. If you decline the terms of the prerequisites, you cannot view the event content or participate in this event.

Download Content Review Prerequisites Decline to Respond Print Event Information

Gate question (Section 1 of 1)

Name ↑

▼ 1 Gate question

1.1 Please confirm the attached document(s). This is a prerequisite to see further content: [References](#)

Event Overview and Timing Rules

Owner: ⓘ

Event Type: Auction

Description: Currency: European Union Euro Commodity: Packaging: Corrugated board, Single-use 40010101 Regions: RDU Romania

Publish time: 11/15/2024 9:55 AM
Bidding start time: 11/15/2024 10:16 AM
Response end time: 11/15/2024 1:16 PM

Specify how lot bidding will begin and end: Parallel ⓘ

Bid rank that triggers overtime: 3 ⓘ

Start overtime if bid submitted within (minutes): 2 ⓘ

Overtime period (minutes): 2 ⓘ

Bidding Rules

Market Feedback

Show lead bid to all participants: No ⓘ

01b Invitation for eAuction

Invitation for eAuction if Supplier is new to SAP Business Network.

During the auction, Ariba also allows you to request immediate assistance. **Request Immediate Assistance** button will be visible if the bidding time is still open.

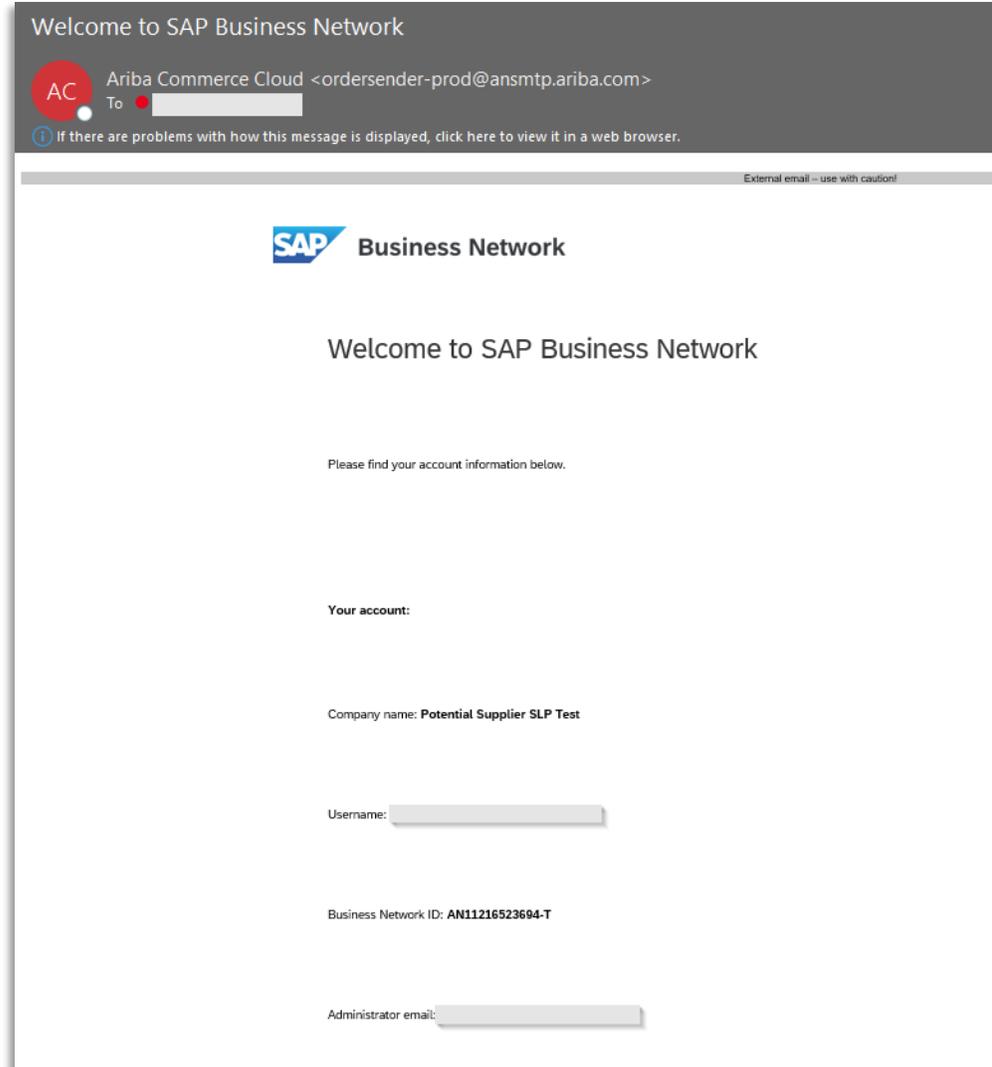
The screenshot shows the SAP ARIBA eAuction interface. On the left is a navigation sidebar with sections: 'Event Messages', 'Response History', 'Checklist' (containing 'Review Event Details', 'Review and Accept Prerequisites', 'Select Lots/Line Items', 'Submit Bids'), 'Event Contents' (containing 'All Content', '1 Gate question', '2 Auction details'), and 'Choose Lot' (containing 'View all lots', '2.1 Box 1'). The main area is titled 'All Content' and contains a table with columns: Name, Rank, Price, Price Unit, Quantity, and Extended Price. The table has two rows: '1 Gate question' with a sub-row '1.1 Please confirm the attached document(s). This is a prerequisite to see further content.' and '2 Auction details' with a sub-row '2.1 Box 1'. A 'Request Immediate Assistance' button is highlighted with a green box in the top right corner, next to a timer showing 'Time remaining in open bidding 00:18:16'. Below the table are buttons for 'Submit Entire Response', 'Update Totals', 'Save draft', 'Compose Message', and 'Excel Import'. A callout box on the right shows the SAP Help Center 'Contact us' page with options: 'We will call you' (Recommended) and 'Call us directly'.

01b Invitation for eAuction

Invitation for eAuction if Supplier is new to SAP Business Network.

When you complete the account creation (registration) process, ARIBA will send you an email with summary regarding your credentials and your unique AN ID number.

Do not delete this email. You might find it useful in case you forget your Username.

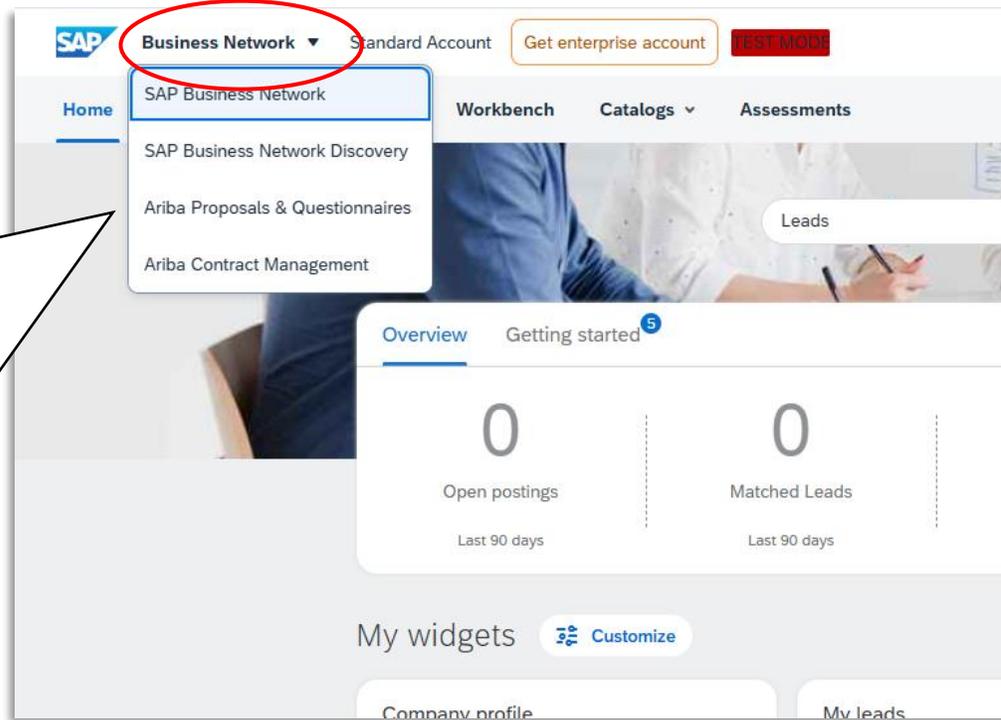


01b Invitation for eAuction

Invitation for eAuction if Supplier is new to SAP Business Network.

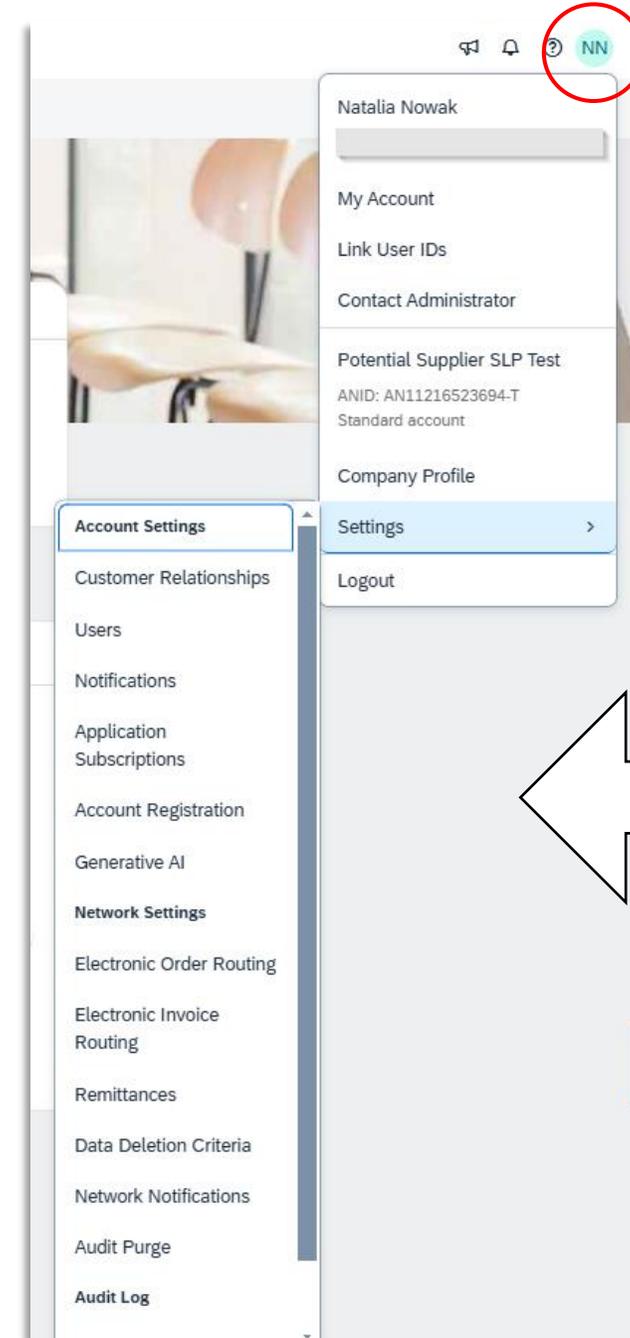
You can always log in into your account via page **supplier.ariba.com**, even when you are not invited to any event.

It is recommended to simply explore the page and also set up your preferences.



By opening the Business Network tab, you can move seamlessly between sectors.

In the **Ariba Proposals and Questionnaires** section you will find all the events to which you have been invited. Not only by MAHLE but also by other partners.



By clicking on your initials, you can set company profile, add new users, set up relationship preferences etc.

02 Invitation to Registration – Supplier Lifecycle and Performance (SLP)

MAHLE group is using SAP Ariba Supplier Lifecycle and Performance (SLP) only for the registration and qualification of NPM suppliers.

The supplier qualification process with MAHLE is done in 2 steps:

- 1) Supplier Registration - where Registration Questionnaire needs to be answered
- 2) Supplier Qualification – where General Qualification Questionnaire, Specific Questionnaire/s (if applicable) and Certificate Questionnaire needs to be answered

What is SAP Ariba?

SAP Ariba is a cloud-based innovative solution that allows suppliers and buyers to connect and do business on a single platform. It improves over all vendor management system of an organization by providing less costly ways of procurement and making business simple. Ariba acts as supply chain, procurement service to do business globally. SAP Ariba digitally transforms supply chain, procurement and contract management process.

More information can be found here:

[SAP Ariba Supplier Lifecycle and Performance | Supplier Management](#)



02a Invitation to Registration – Supplier Lifecycle and Performance (SLP)

Register to become a supplier to MAHLE and connect with us via SAP Business Network – new account creation.

As soon as MAHLE initiate the process of Supplier Registration you will receive an email with invitation to Create a new account or sign in with existing credentials.

Standard account is free of charge.

Please get familiar with the invitation and [Click Here](#) to start the process.

Action Required: Register as a Supplier with MAHLE International GmbH

AP [redacted] s4system-prodeu+mahle-T.Doc2273808684@eusmtp.ariba.com>
To [redacted]

 If there are problems with how this message is displayed, click here to view it in a web browser.

External email – use with caution!

MAHLE International GmbH - TEST

Dear Supplier,

You have been invited to register to become a supplier to MAHLE and connect with us via SAP Business Network. If you are new to the Ariba Network, start by creating a free-of charge account.

MAHLE uses the Ariba Network to manage its sourcing, procurement and purchasing processes, and as a portal to communicate with Suppliers.

If SLP Test Supplier Ewelina already has an account with Ariba Network, sign in with your username and password.

Once you have logged into the Ariba Network, please access and complete Supplier Registration Questionnaire. If MAHLE requires from you more information, you might receive from us in the future another invitation to complete Supplier Qualification questionnaire.

Please be aware that we use Registration Process to give you an opportunity to get familiar with Supplier's documentation. If you have already connected with us via e.g. eAuction invitation, for the purpose of this registration process do not create a new account, please just log in with your existing Ariba account.

We kindly ask you in first step to fill out the Registration Questionnaire. Follow the link below and create your own account or choose option "Sign in" if you already have an Ariba account in your company.

[Click Here](#) to create account now or sign in with your existing login/password.

You are receiving this email because your customer, MAHLE International GmbH - TEST, has identified you as the appropriate contact for this correspondence. If you are not the correct contact, please contact MAHLE International GmbH - TEST.

Offices | Data Policy | Contact Us | Customer Support

Powered by 

1. Click here to create a new account or sign in. Please open the link using **Google Chrome** or **Microsoft Edge**.

Please be aware that in the Registration process we kindly ask you to get familiar with supplier's documentation and provide basic information about your company. The name „Registration” might be misleading.

Registration process can be completed even when you already have SAP Business Account.

Just simply log in using your existing credentials and connect with us using your existing ARIBA.

02a Invitation to Registration – Supplier Lifecycle and Performance (SLP)

Register to become a supplier to MAHLE and connect with us via SAP Business Network – new account creation.

Depending on your situation ARIBA will ask you to review accounts that might be already used in your organization, log in using existing account or create a new account.

In this Instruction you will see how to **create new account**.

! If your organization already have ARIBA account, it is recommended to only create additional User and assign it to existing ARIBA account. Otherwise you will create new account with unique AN ID number. Merging multiple accounts is not possible.

Benefits of a business relationship on SAP Business Network

1. Digitalize your business
Collaborate with your customer on the same secure network, while improving efficiency with paperless processes
2. Ensure sustainability and compliance
Keep your business information up to date, share certifications, and assessments with customers
3. Simplify the sales cycle
Participate in Sourcing events and e-auctions
4. Explore new business opportunities
Find leads from buyers searching for your services and products to keep their supply chain running

[Learn more](#)
[About this invitation](#)

Connect with MAHLE on SAP Business Network to collaborate.

Invited by MAHLE International GmbH - TEST

We found existing accounts based on the information in the invite. Please review.

[Review accounts](#)

or

[Use existing account](#) ⓘ

[Create new account](#) ⓘ

2. Use this option to create a new account.

If system recognize a possibility that you already have an account, it will suggest to review potential accounts.

If you already have SAP Business Network account, but you have never connected with MAHLE before, use this option.

Powered by SAP

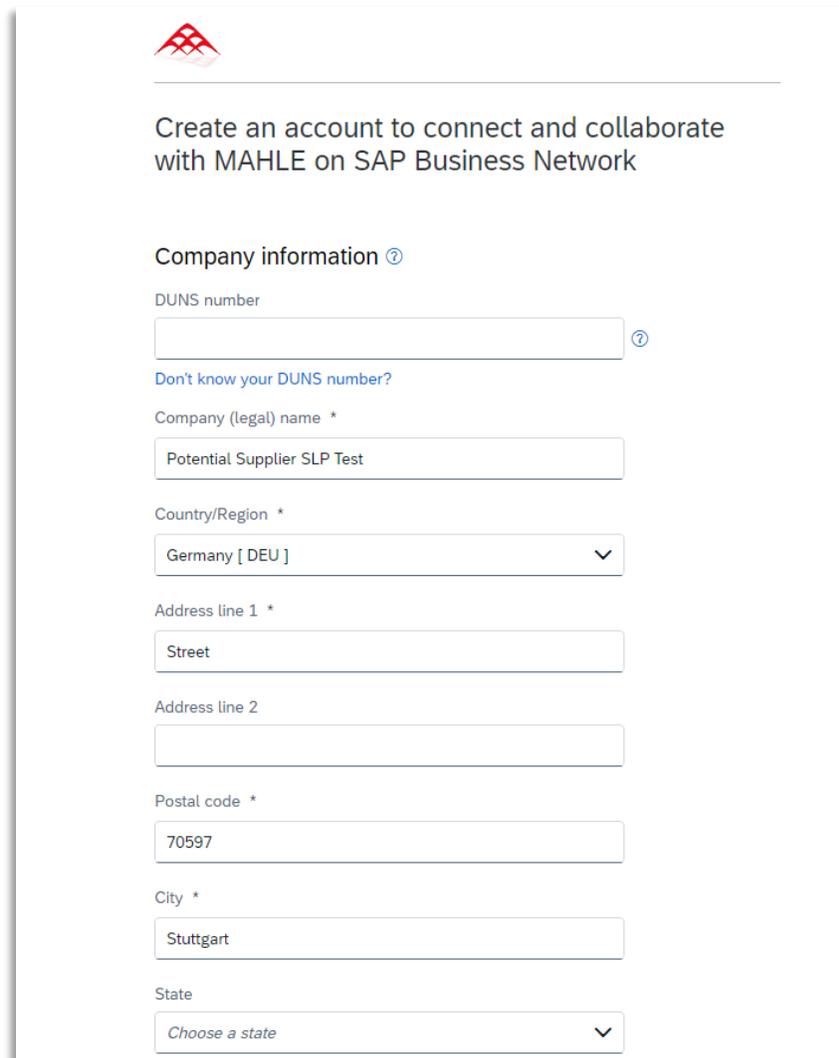
© 2021 SAP SE or an SAP affiliate company. All rights reserved.
[Privacy Statement](#) [Security Disclosure](#) [Terms of Use](#)

02a Invitation to Registration – Supplier Lifecycle and Performance (SLP)

Register to become a supplier to MAHLE and connect with us via SAP Business Network – new account creation.

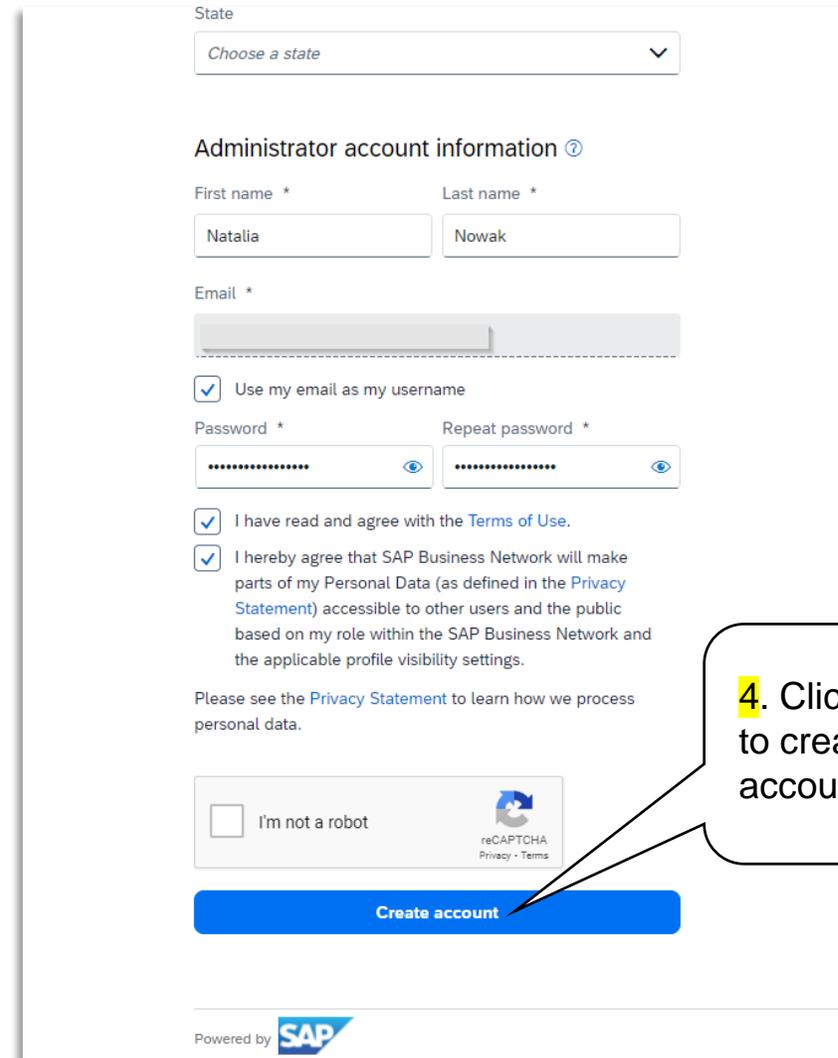
Information about your organization are prefilled.

3. Please review and if needed correct them. Only information's marked with asterisk (*) are mandatory to filled in.



The screenshot shows the registration form with the following prefilled information:

- Company (legal) name: Potential Supplier SLP Test
- Country/Region: Germany [DEU]
- Address line 1: Street
- Address line 2: (empty)
- Postal code: 70597
- City: Stuttgart
- State: Choose a state



The screenshot shows the registration form with the following administrator account information:

- State: Choose a state
- Administrator account information:
 - First name: Natalia
 - Last name: Nowak
 - Email: (redacted)
 - Use my email as my username:
 - Password: (redacted)
 - Repeat password: (redacted)
 - I have read and agree with the Terms of Use:
 - I hereby agree that SAP Business Network will make parts of my Personal Data (as defined in the Privacy Statement) accessible to other users and the public based on my role within the SAP Business Network and the applicable profile visibility settings:
- Please see the Privacy Statement to learn how we process personal data.
- I'm not a robot: reCAPTCHA
- Create account button: **Create account**

4. Click here to create an account.

02a Invitation to Registration – Supplier Lifecycle and Performance (SLP)

Register to become a supplier to MAHLE and connect with us via SAP Business Network – new account creation.

System will again ask you to verify already existing accounts. If you are sure you want to create one. Click „Continue account creation”.



Create an account to connect and collaborate with MAHLE on SAP Business Network

We found existing accounts based on the information you entered. Please review.

Review accounts

or

Continue account creation

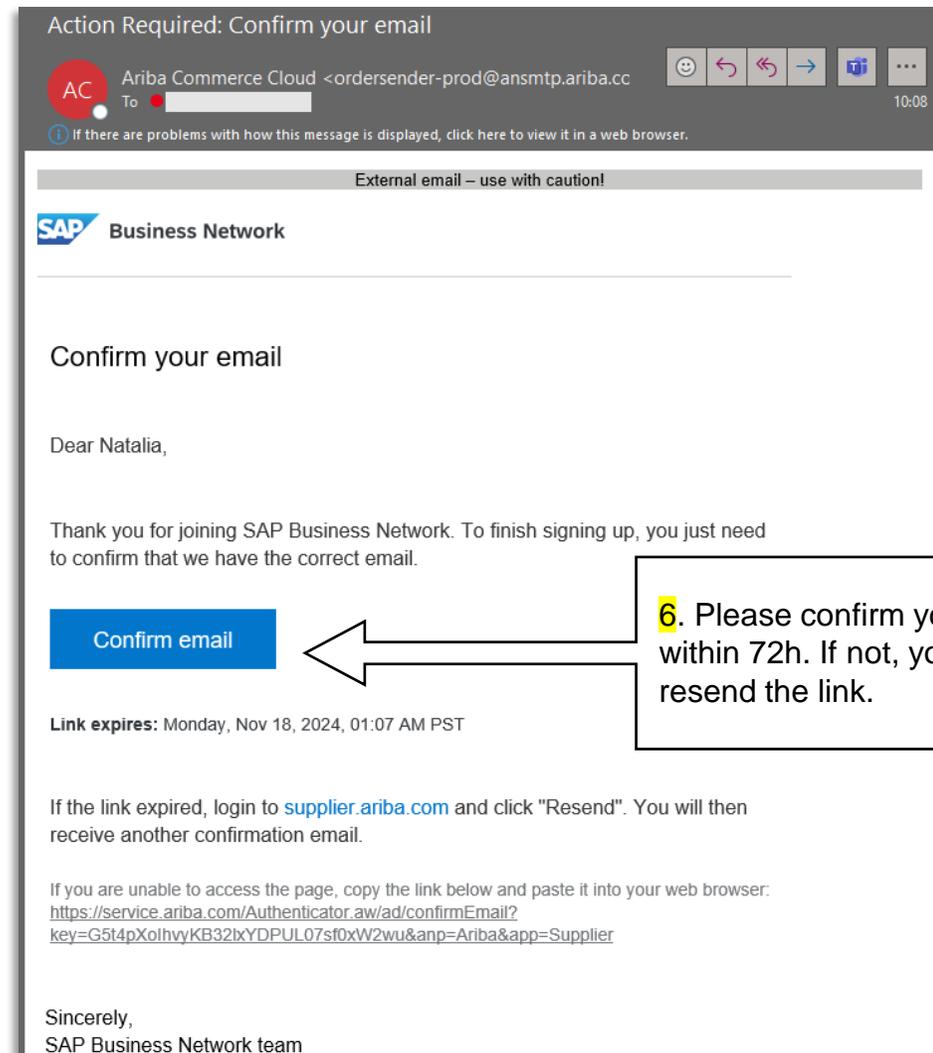
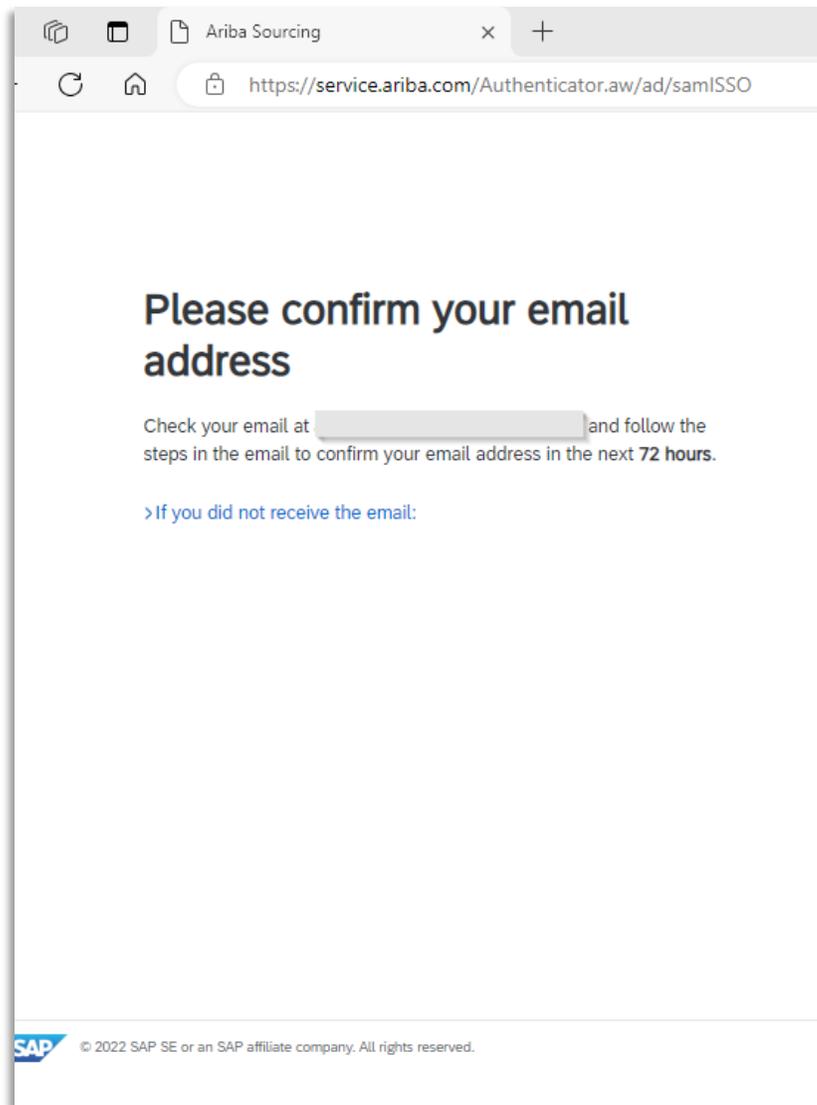
5. Click here to create an account.

02a Invitation to Registration – Supplier Lifecycle and Performance (SLP)

Register to become a supplier to MAHLE and connect with us via SAP Business Network – new account creation.

SAP ARIBA has sent request to confirm your email address.

Please click on the link from the e-mail.



6. Please confirm your email within 72h. If not, you need to resend the link.

02a Invitation to Registration – Supplier Lifecycle and Performance (SLP)

Register to become a supplier to MAHLE and connect with us via SAP Business Network – new account creation.

As a next step you might specify your business profile details. Based on that ARIBA cant suggest you potential customers.

You can also skip that part.

The screenshot shows a web browser window with the URL 'ariba.com/sourcing/aw/109582005/aw?awh=r&lawssk=tcKxB7eK&dard=1'. The page content includes the heading 'Almost done! We just need a little bit more information' and a sub-heading 'Please provide the information below and you will be more customers looking for companies like yours.' Below this are two sections: 'Product and Service Categories' with an input field 'Enter Product and Service Categories', an 'Add' button, and a 'Browse' button; and 'Ship-to or Service Locations' with an input field 'Enter Ship-to or Service Location', an 'Add' button, and a 'Browse' button. At the bottom of the form are three buttons: 'Submit', 'Remind me later', and 'Don't show this to me again'. A piggy bank illustration is on the right side of the form. A speech bubble points to the 'Browse' buttons with the text: 'You can set up your company profile by selecting Product and Service Categories and Ship-to Location. After filling this up, click Submit to move forward.'

7. Click here if you would like to skip that step.

02a Invitation to Registration – Supplier Lifecycle and Performance (SLP)

Register to become a supplier to MAHLE and connect with us via SAP Business Network – new account creation.

Account Creation
Process is now
completed!

You can now submit
Registration
Questionnaire.

As our cooperation
develops, you will also be
able to view your already
completed questionnaires,
certificates, tasks and
qualifications.

The screenshot shows the SAP Ariba Strategic Sourcing interface for a user named 'MAHLE INTERNATIONAL GMBH - TEST'. The user is logged in as a 'Standard Account' and has access to 'Get enterprise account' and 'TEST MODE' options. The main content area displays a welcome message and a list of advantages for using the platform. Below this, there are several sections: 'Events', 'Registration Questionnaires', 'Qualification Questionnaires', 'Questionnaires', 'Certificates', and 'Tasks'. The 'Registration Questionnaires' section is highlighted with a red circle, showing a single entry with the title 'Supplier registration questionnaire', ID 'Doc2273808684', end time '12/16/2024 9:46 AM', and status 'Invited'. The other sections are currently empty, displaying 'No items'.

Title	ID	End Time	Event Type	Participated
No items				

Title	ID	End Time	Status
▼ Status: Open (1)			
Supplier registration questionnaire	Doc2273808684	12/16/2024 9:46 AM	Invited

Title	ID	End Time	Commodity	Regions	Status
No items					

Title	ID	End Time	Commodity	Regions	Status
No items					

Certificate Info	Effective	Expiration	Attachment	Questionnaire	Status
No items					

Name	Status	Due Date	Completion Date	Alert
No items				

02a Invitation to Registration – Supplier Lifecycle and Performance (SLP)

Register to become a supplier to MAHLE and connect with us via SAP Business Network – new account creation.

In next steps you will see how to complete Registration process.

8. Click here to answer and submit Registration Questionnaire.

There are no matched postings.

Welcome to the Ariba Strategic Sourcing. This site assists in identifying world class customers who are market leaders in quality, service, and cost. Ariba, Inc. administers this site in an effort to ensure market integrity. We trust in the online bidding and auction tool of Ariba Strategic Sourcing as a fair and transparent negotiation tool for all participants. You are able to review your competitive situation and react instantly. The use of this internet-based inquiry and negotiation tool offers many advantages to you:

- fair and neutral comparison of all market participants
- simple and direct accesses to all negotiation documents
- quick and efficient offer processing
- minimization of potential sources of error by unnecessary medium breaks
- calculation security and clarity
- easier and faster communication form
- documentation of your innovation readiness and ability
- becoming acquainted with new potential customers

Home

Events

Title	ID	End Time ↓	Event Type	Participated
No items				

Registration Questionnaires

Title	ID	End Time ↓	Status
▼ Status: Open (1)			
Supplier registration questionnaire	Doc2273808684	12/16/2024 9:46 AM	Invited

Qualification Questionnaires

Title	ID	End Time ↓	Commodity	Regions	Status
No items					

Questionnaires

Title	ID	End Time ↓	Commodity	Regions	Status
No items					

Certificates

Certificate Info	Effective	Expiration	Attachment	Questionnaire	Status
No items					

Tasks

Name	Status	Due Date	Completion Date	Alert
No items				

02a Invitation to Registration – Supplier Lifecycle and Performance (SLP)

Register to become a supplier to MAHLE and connect with us via SAP Business Network – new account creation.

In our Registration Questionnaire we would like to welcome you and kindly ask you to get familiar with the Supplier Documentation, that can be also found in our official webpage. As soon as you complete those steps, **Registration process is completed!**

The screenshot displays the Ariba Sourcing registration questionnaire for document Doc2273808684. The interface includes a sidebar with navigation options such as 'Event Messages', 'Event Details', 'Response History', and 'Response Team'. The main content area is titled 'All Content' and lists several questions. Question 9, 'Please give an answer to both our questions.', is highlighted with a yellow box and an arrow pointing to a dropdown menu with options 'Yes', 'No', and 'Unspecified'. Question 10, 'Submit Entire Response', is also highlighted with a yellow box and an arrow pointing to a button labeled 'Submit Entire Response'. The page also shows a 'Time remaining' indicator of 29 days 23:11:45 and a 'Desktop File Sync' button. The footer includes the MAHLE logo and copyright information: '© 1996–2019 Ariba, Inc. All rights reserved.'

02a Invitation to Registration – Supplier Lifecycle and Performance (SLP)

Register to become a supplier to MAHLE and connect with us via SAP Business Network – new account creation.

If you would like to change your answers, you can do it within limit of the time by clicking on Revise Response button.

You have submitted a response for this event. Thank you for participating.

Revise Response

All Content

Name ↑

1

Dear Supplier,

Welcome and thank you for your registration.

You are now part of the MAHLE Supplier network and will be able to collaborate via Ariba platform.

For MAHLE, compliance and transparency are the key to successful cooperation. Therefore, we kindly ask you get familiar with the guidelines and documents located below.

▼ 2 Mahle Business Code

2.1 <https://www.mahle.com/en/about-mahle/compliance/>

2.2 Have you become familiar with MAHLE Business Code?

▼ 3 General guidelines and documents for suppliers

3.1 <https://www.mahle.com/en/general-guidelines-for-suppliers/>

3.2 Have you become familiar with General guidelines and documents for suppliers?

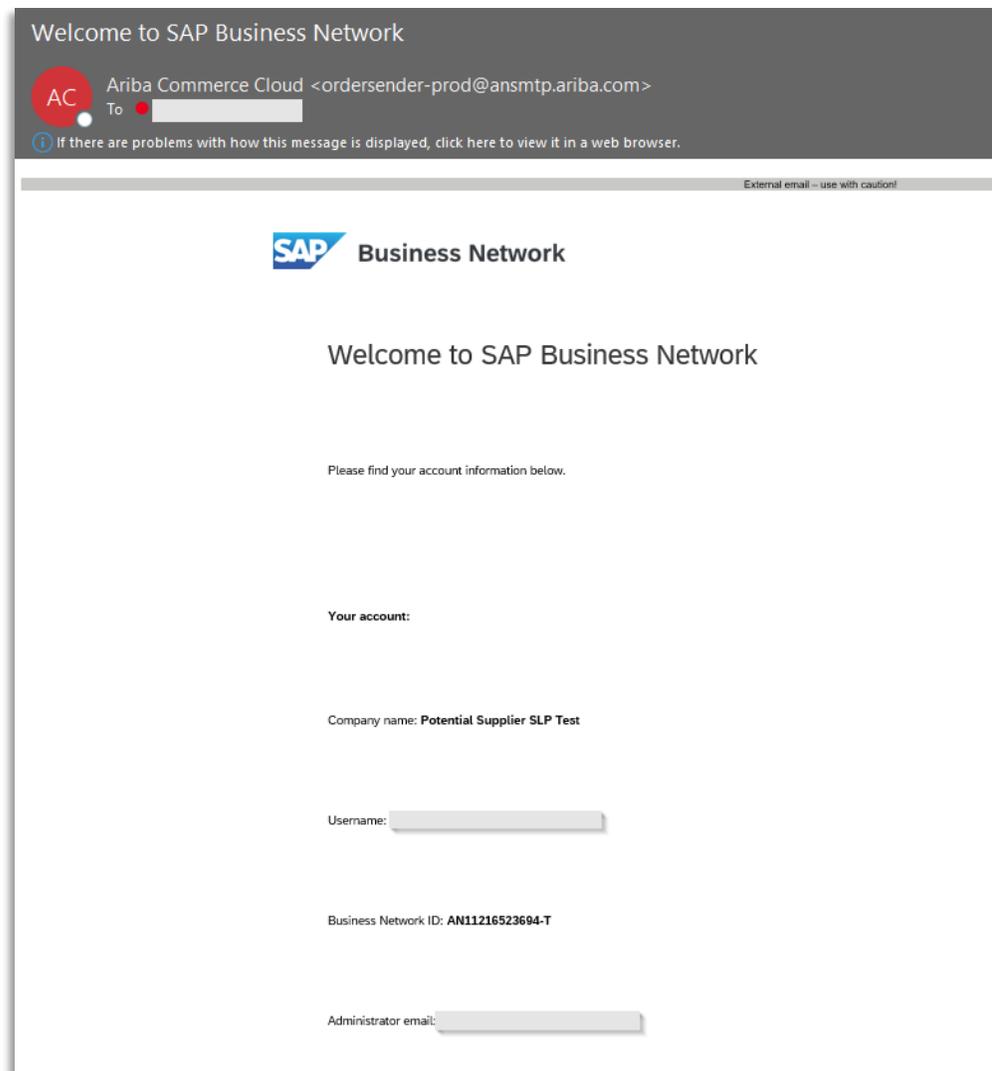
Compose Message

02a Invitation to Registration – Supplier Lifecycle and Performance (SLP)

Register to become a supplier to MAHLE and connect with us via SAP Business Network – new account creation.

When you complete the Account Creation process, ARIBA will send you an email with summary regarding your credentials and your unique AN ID number.

Do not delete this email. You might find it useful in case you forget your Username.



02b Invitation to Registration – Supplier Lifecycle and Performance (SLP)

Register to become a supplier to MAHLE and connect with us via SAP Business Network – signing in to existing account.

As soon as MAHLE initiate the process of Supplier Registration you will receive an email with invitation to Create a new account or sign in with existing credentials.

Standard account is free of charge.

Please get familiar with the invitation and [Click Here](#) to start the process.

Action Required: Register as a Supplier with MAHLE International GmbH

AP [redacted] -s4system-prodeu+mahle-T.Doc2273808684@eusmtp.ariba.com>
To [redacted]

If there are problems with how this message is displayed, click here to view it in a web browser.

External email – use with caution!

MAHLE International GmbH - TEST

Dear Supplier,

You have been invited to register to become a supplier to MAHLE and connect with us via SAP Business Network. If you are new to the Ariba Network, start by creating a free-of charge account.

MAHLE uses the Ariba Network to manage its sourcing, procurement and purchasing processes, and as a portal to communicate with Suppliers.

If SLP Test Supplier Ewelina already has an account with Ariba Network, sign in with your username and password.

Once you have logged into the Ariba Network, please access and complete Supplier Registration Questionnaire. If MAHLE requires from you more information, you might receive from us in the future another invitation to complete Supplier Qualification questionnaire.

Please be aware that we use Registration Process to give you an opportunity to get familiar with Supplier's documentation. If you have already connected with us via e.g. eAuction invitation, for the purpose of this registration process do not create a new account, please just log in with your existing Ariba account.

We kindly ask you in first step to fill out the Registration Questionnaire. Follow the link below and create your own account or choose option "Sign in" if you already have an Ariba account in your company.

[Click Here](#) to create account now or sign in with your existing login/password.

You are receiving this email because your customer, MAHLE International GmbH - TEST, has identified you as the appropriate contact for this correspondence. If you are not the correct contact, please contact MAHLE International GmbH - TEST.

Offices | Data Policy | Contact Us | Customer Support

Powered by 

1. Click here to sign in. Please open the link using **Google Chrome** or **Microsoft Edge**.

Please be aware that in the Registration process we kindly ask you to get familiar with supplier's documentation and provide basic information about your company. The name „Registration” might be misleading. **Registration process can be completed even when you already have SAP Business Account.** Just simply log in using your existing credentials and connect with us using your existing ARIBA.

02b Invitation to Registration – Supplier Lifecycle and Performance (SLP)

Register to become a supplier to MAHLE and connect with us via SAP Business Network – signing in to existing account.

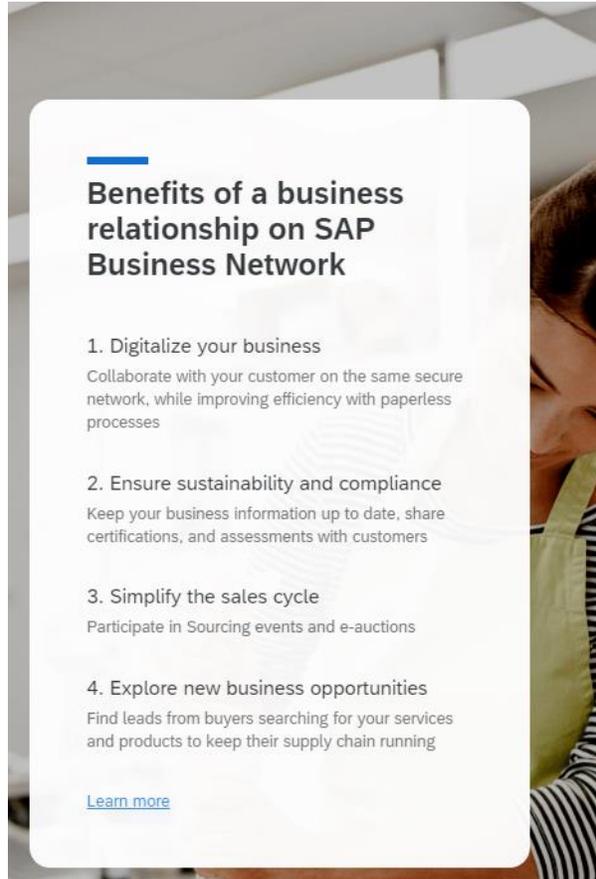
Depending on your situation ARIBA will ask you to review accounts that might be already used in your organization, log in using existing account or create a new account.

In this Instruction you will see how to **sign in to existing account**.

! If your organization already have ARIBA account, it is recommended to only create additional User and assign it to existing ARIBA account. Otherwise you will create new account with unique AN ID number. Merging multiple accounts is not possible.

02b Invitation to Registration – Supplier Lifecycle and Performance (SLP)

Register to become a supplier to MAHLE and connect with us via SAP Business Network – signing in to existing account.



Benefits of a business relationship on SAP Business Network

- 1. Digitalize your business**
Collaborate with your customer on the same secure network, while improving efficiency with paperless processes
- 2. Ensure sustainability and compliance**
Keep your business information up to date, share certifications, and assessments with customers
- 3. Simplify the sales cycle**
Participate in Sourcing events and e-auctions
- 4. Explore new business opportunities**
Find leads from buyers searching for your services and products to keep their supply chain running

[Learn more](#)

[< Back](#)



Sign in to connect with MAHLE

Username*

[Forgot username?](#)

Password*

[Forgot password?](#)

Connect

3. Use your credentials and click **Connect** to see the Registration Questionnaire

02b Invitation to Registration – Supplier Lifecycle and Performance (SLP)

Register to become a supplier to MAHLE and connect with us via SAP Business Network – signing in to existing account.

You can now submit
Registration
Questionnaire.

As our cooperation
develops, you will also be
able to view your already
completed questionnaires,
certificates, tasks and
qualifications.

The screenshot displays the SAP Ariba Strategic Sourcing interface for MAHLE INTERNATIONAL GMBH - TEST. The page includes a navigation bar with 'SAP Ariba Proposals and Questionnaires', 'Standard Account', 'Get enterprise account', and 'TEST MODE'. A welcome message states: 'Welcome to the Ariba Strategic Sourcing. This site assists in identifying world class customers who are market leaders in quality, service, and cost. Ariba, Inc. administers this site in an effort to ensure market integrity. We trust in the online bidding and auction tool of Ariba Strategic Sourcing as a fair and transparent negotiation tool for all participants. You are able to review your competitive situation and react instantly. The use of this internet-based inquiry and negotiation tool offers many advantages to you: - fair and neutral comparison of all market participants - simple and direct accesses to all negotiation documents - quick and efficient offer processing - minimization of potential sources of error by unnecessary medium breaks - calculation security and clarity - easier and faster communication form - documentation of your innovation readiness and ability - becoming acquainted with new potential customers'. Below this, there are sections for 'Events', 'Registration Questionnaires', 'Qualification Questionnaires', 'Questionnaires', 'Certificates', and 'Tasks'. The 'Registration Questionnaires' table has one entry circled in red:

Title	ID	End Time ↓	Status
▼ Status: Open (1)			
Supplier registration questionnaire	Doc2273808684	12/16/2024 9:46 AM	Invited

02b Invitation to Registration – Supplier Lifecycle and Performance (SLP)

Register to become a supplier to MAHLE and connect with us via SAP Business Network – signing in to existing account.

You can now submit
Registration
Questionnaire.

4. Click here to
answer and
submit
Registration
Questionnaire.

There are no matched postings.

Welcome to the Ariba Strategic Sourcing. This site assists in identifying world class customers who are market leaders in quality, service, and cost. Ariba, Inc. administers this site in an effort to ensure market integrity. We trust in the online bidding and auction tool of Ariba Strategic Sourcing as a fair and transparent negotiation tool for all participants. You are able to review your competitive situation and react instantly. The use of this internet-based inquiry and negotiation tool offers many advantages to you:

- fair and neutral comparison of all market participants
- simple and direct accesses to all negotiation documents
- quick and efficient offer processing
- minimization of potential sources of error by unnecessary medium breaks
- calculation security and clarity
- easier and faster communication form
- documentation of your innovation readiness and ability
- becoming acquainted with new potential customers

Home

Events

Title	ID	End Time ↓	Event Type	Participated
No items				

Registration Questionnaires

Title	ID	End Time ↓	Status
▼ Status: Open (1)			
Supplier registration questionnaire	Doc2273808684	12/16/2024 9:46 AM	Invited

Qualification Questionnaires

Title	ID	End Time ↓	Commodity	Regions	Status
No items					

Questionnaires

Title	ID	End Time ↓	Commodity	Regions	Status
No items					

Certificates

Certificate Info	Effective	Expiration	Attachment	Questionnaire	Status
No items					

Tasks

Name	Status	Due Date	Completion Date	Alert
No items				

02b Invitation to Registration – Supplier Lifecycle and Performance (SLP)

Register to become a supplier to MAHLE and connect with us via SAP Business Network – signing in to existing account.

In our Registration Questionnaire we would like to welcome you and kindly ask you to get familiar with the Supplier Documentation, that can be also found in our official webpage. As soon as you complete those steps, **Registration process is completed!**

Ariba Sourcing

Go back to MAHLE International GmbH - TEST Dashboard

Company Settings Anna Jones Feedback Help

Desktop File Sync

Time remaining 29 days 23:11:45

Console Doc2273808684 - Supplier registration questionnaire

Event Messages
Event Details
Response History
Response Team

Event Contents

All Content

Mahle Business Code

General guidelines

All Content

2 Mahle Business Code

3 General guidelines

1

Dear Supplier,

Welcome and thank you for your registration.
You are now part of the MAHLE Supplier network and will be able to collaborate via Ariba platform.

For MAHLE, compliance and transparency are the key to successful cooperation. Therefore, we kindly ask you get familiar with the guidelines and documents located below.

2 Mahle Business Code

2.1 <https://www.mahle.com/en/about-mahle/compliance/>

2.2 Have you become familiar with MAHLE Business Code? *

3 General guidelines and documents for suppliers

3.1 <https://www.mahle.com/en/general-guidelines-for-suppliers/>

3.2 Have you become familiar with General guidelines and documents for suppliers? *

(* indicates a required field)

Submit Entire Response Save draft Compose Message Excel Import

5. Please give an answer to both our questions.

6. Submit Entire Response.

Anna Jones (alek) SAP Business Net

Supplier Ewelina AN11216618804-T

© 1996–2019 Ariba, Inc. All rights reserved.

02b Invitation to Registration – Supplier Lifecycle and Performance (SLP)

Register to become a supplier to MAHLE and connect with us via SAP Business Network – signing in to existing account.

If you would like to change your answers, you can do it within limit of the time by clicking on Revise Response button.

You have submitted a response for this event. Thank you for participating.

Revise Response

All Content

Name ↑

1

Dear Supplier,

Welcome and thank you for your registration.

You are now part of the MAHLE Supplier network and will be able to collaborate via Ariba platform.

For MAHLE, compliance and transparency are the key to successful cooperation. Therefore, we kindly ask you get familiar with the guidelines and documents located below.

▼ 2 Mahle Business Code

2.1 <https://www.mahle.com/en/about-mahle/compliance/>

2.2 Have you become familiar with MAHLE Business Code?

▼ 3 General guidelines and documents for suppliers

3.1 <https://www.mahle.com/en/general-guidelines-for-suppliers/>

3.2 Have you become familiar with General guidelines and documents for suppliers?

Compose Message

03 Invitation for Qualification – Supplier Lifecycle and Performance (SLP)

MAHLE uses SAP Ariba Supplier Lifecycle and Performance solution to onboard, qualify, segment, and manage suppliers. Our goal is to automate and streamline supplier management and align closely with procurement on consistent supplier data. Therefore selected by our Buyers suppliers might receive an invitation to take part in the Qualification process.

In this instruction we would like to show you steps how to complete the Qualification process in SAP Business Network.

invites you to participate in this process: NPM - General Qualification Process Template

AA Ariba Administrator <no-reply@eusmtp.ariba.com>
To Supplier Ariba

If there are problems with how this message is displayed, click here to view it in a web browser.

MAHLE International GmbH-S

Hello John Novak,

Please fill out the listed questionnaires and return them by the specified dates. These questionnaires are necessary to complete the NPM - General Qualification Process Template process. Thank you for taking the time to respond to each one.

Process Overview
 Process: NPM General Qualification Process
 Category: Office supplies
 Region: Germany
 Business unit:
 Material: Not applicable
 Process owner: Aleksandra Plokarz
 Message: Dear John,

in accordance with our previous conversation I am sending you a Qualification Questionnaire.
 Please fill it up accordingly and attach ISO 9001 Certificate.

Thank you,
 BR
 Aleksandra

Questionnaire Overview

Name	Assigned To	Respond By
Qualification Questionnaire General	John Novak	December 20, 2024 at 9:25 AM

[Click Here](#) to view the process.

Best Regards,
 SAP Ariba team

1. Click here to sign in to SAP Business Network and view the Questionnaire. Please open the link using **Google Chrome** or **Microsoft Edge**.

Depending on our internal requirement we might ask you to fill up General Questionnaire or commodity/region specific one. In this case we asked our supplier to provide us certificate and reply to General Questionnaire.

03 Invitation for Qualification – Supplier Lifecycle and Performance (SLP)

In the next step you will see list of one or many questionnaires to submit. Please remember to **answer to every** Questionnaire.

NPM - General Qualification Process Template

Commodity: Office supplies
Regions: Germany

Departments:

Status: NPM - General Qualification In Progress
Owner: Aleksandra Plokarz
Message: Dear John, in accordance with our previous conversation I am sending you a Qualification Questionnaire. Please fill it up accordingly and attach ISO 9001 Certificate. Thank you, BR Aleksandra

Questionnaires

Title	ID	End Time ↓	Commodity	Regions	Status
▼ Status: Open (1)					
Qualification Questionnaire General	Doc2280488061	12/20/2024 6:25 PM	(no value)	(no value)	Not Responded

2. Click here to see the details.

03 Invitation for Qualification – Supplier Lifecycle and Performance (SLP)

In the next step you will see list of one or many questionnaires to submit. Please remember to **answer to every** Questionnaire.

Console Doc2280488061 - Qualification Questionnaire General Time remaining 29 days 23:44:54

Event Messages
Event Details
Response History
Response Team

Event Contents

- All Content
- 1 Introduction
- 2 Quality Management S...
- 3 Environment Management
- 4 Information Security...

All Content

1 Introduction

This questionnaire is design to collect general information about your company together with relevant for successful qualification certificates.

1.1 Please confirm if you provide co MAHLE: goods, services or both ? Less...

1.2 E-mail address for Purchase Orders

1.3 E-mail address for Accounts Receivable

1.4 E-mail address for Independent Communication

2 Quality Management Systems

2.1 Is your company DIN ISO 9001 certified? Details

2.2 Is your company IATF 16949 certified?

3 Environment Management

3.1 Is your company DIN EN ISO 14001 certified?

4 Information Security Management System (ISMS)

4.1 Is your company TISAX certified ?

4.2 Is your company ISO 27001 certified ?

4.3 Is your company SOC2 certified ?

(only for US market)

5 Optional comments

6 Optional Certificates Attach a file

(*) indicates a required field

Submit Entire Response | Save draft | Compose Message | Excel Import

3. Please fill out the questionnaire. How to attach the Certificate you will see on the next page.

03 Invitation for Qualification – Supplier Lifecycle and Performance (SLP)

In the next step you will see list of one or many questionnaires to submit. Please remember to **answer to every** Questionnaire.

2 Quality Management Systems	
2.1 Is your company DIN ISO 9001 certified?	* Yes <input type="button" value="Details"/>
2.2 Is your company IATF 16949 certified?	* No <input type="button" value="Details"/>

5. After clicking "Details" a window with details will open. Please fill it in according to the information on your certificate and click OK.

2.1 Is your company DIN ISO 9001 certified?

Enter details for **Certificate**. Enter the location of a file to add as an **Attachment**. To search for a [More](#)

Certificate Type: ISO 9001

Issuer: * TUV

Year of Publication: * 2024

Certificate Number: * VFDVDFV1

Certificate Location: * Stuttgart

Effective Date: * Fri, 1 Nov, 2024

Expiration Date: * Sun, 31 Oct, 2027

Attachment: * ISO 9001 TUV.pdf

Or drop file here

Description:

4. To attach a certificate, please select "Yes" and click "Details".

03 Invitation for Qualification – Supplier Lifecycle and Performance (SLP)

In the next step you will see list of one or many questionnaires to submit. Please remember to **answer to every** Questionnaire.

6. Once you have filled in all the required fields, press Submit Entire Response.

If you have **more than one Questionnaire** to fill up, please **repeat** the same steps for each Questionnaire.

Console Doc2280488061 - Qualification Questionnaire General

Event Messages
Event Details
Response History
Response Team

Event Contents

- All Content
- 1 Introduction
- 2 Quality Management S...
- 3 Environment Management
- 4 Information Security...

All Content

Name ↑

▼ 1 Introduction Less... ▾

This questionnaire is design to collect general information about your company together with relevant for successful qualification certificates.

1.1 Please confirm if you provide co MAHLE: goods, services or both ? * Goods ▾

1.2 E-mail address for Purchase Orders * ariba.supplier@test.com

1.3 E-mail address for Accounts Receivable * ariba.supplier@test.com

1.4 E-mail address for Independent Communication

▼ 2 Quality Management Systems

2.1 Is your company DIN ISO 9001 certified? * Yes ▾ Details

2.2 Is your company IATF 16949 certified? * No ▾

▼ 3 Environment Management

3.1 Is your company DIN EN ISO 14001 certified? * No ▾

▼ 4 Information Security Management System (ISMS)

4.1 Is your company TISAX certified ? * No ▾

(*) indicates a required field

Submit Entire Response | Save draft | Compose Message | Excel Import

03 Invitation for Qualification – Supplier Lifecycle and Performance (SLP)

Status of the Questionnaire changed to **Pending Approval**. Now MAHLE Buyer has to review your questionnaire and approve it or request from you more information.

Questionnaires					
Title	ID	End Time ↓	Commodity	Regions	Status
▼ Status: Completed (1)					
Qualification Questionnaire General	Doc2280488061	11/20/2024 6:53 PM	(no value)	(no value)	Pending Approval

On the next page you will see a sample email with information that the questionnaire has been accepted by the buyer.

You will also see how your Dashboard in SAP Business Network looks when the qualification process has been completed.

03 Invitation for Qualification – Supplier Lifecycle and Performance (SLP)

As soon as the Buyer approves your questionnaire, you will receive a notification from Ariba.

However, if we need more information from you, such a request will also come to you by email.

For the purpose of this Instruction we do not request more information and **process of Qualification is now completed!**

Approved: Qualification Questionnaire General submitted to MAHLE International GmbH-S

AA Ariba Administrator <no-reply@eusntp.ariba.com>
To: Supplier Ariba

śr. 20.11.2024 19:01

Reply Reply All Forward

If there are problems with how this message is displayed, click here to view it in a web browser.

MAHLE International GmbH-S

Hello John Novak,

MAHLE International GmbH-S has approved the questionnaire that you completed.

Questionnaire Overview
Questionnaire name: Qualification Questionnaire General

You'll be notified if any other tasks require your attention.

This questionnaire is part of following processes:

Process Name	Process Type	Material	Commodity	Region	Department	Owner
NPM - General Qualification Process Template	NPM General Qualification Process		Office supplies	Germany		Aleksandra Plokarz

Best,

SAP Ariba team

You are receiving this email because your customer, MAHLE International GmbH-S, has identified you as the appropriate contact for this correspondence. If you are not the correct contact, please contact MAHLE International GmbH-S.

Offices | Data Policy | Contact Us | Customer Support

Powered by 

03 Invitation for Qualification – Supplier Lifecycle and Performance (SLP)

The information in your account has also changed. The questionnaire has been accepted, your certificate has appeared on the list of certificates and in the Supplier Lifecycle Process section you can see for which material groups you have passed the qualification process.

The questionnaire is open for some time, it can be a year or more. During this time you can always initiate a change yourself and e.g. add a new certificate. The MAHLE buyer will receive information about this by e-mail.

To update the questionnaire, simply click on it and press

[Revise Response](#)

and submit it again.

Questionnaires					
Title	ID	End Time ↓	Commodity	Regions	Status
▼ Status: Open (1)					
Qualification Questionnaire General	Doc2280488061	11/20/2025 7:01 PM	(no value)	(no value)	Approved

Certificates					
Certificate Info	Effective	Expiration	Attachment	Questionnaire	Status
ISO 9001	11/1/2024	10/31/2027	ISO 9001 TUV.pdf	Qualification Questionnaire General	Valid

Supplier Lifecycle Processes					
NPM - General Qualification Process Template					
Commodity	Regions	Departments	Owner	Status	Action
Office supplies	Germany		Aleksandra Plokarz	NPM - General Qualification Completed	View

04 Supplier help for Ariba Strategic Solution

How can suppliers contact SAP Ariba Customer Support?



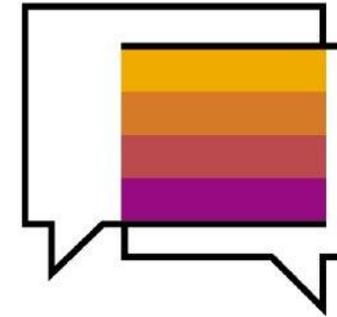
Help Center **Get fast answers.**

Support provided to all customers via Help Center. Simply search what it is you need assistance with to access FAQs, Product Documentation and Tutorials in 24 languages.



Phone Support **Time is precious to us.**

SAP Ariba Phone Support is available by submitting a request for a call, allowing the convenience of receiving a call back instead of waiting on hold. The first available specialist will return the call.



Live Chat **Smart support for your suppliers.**

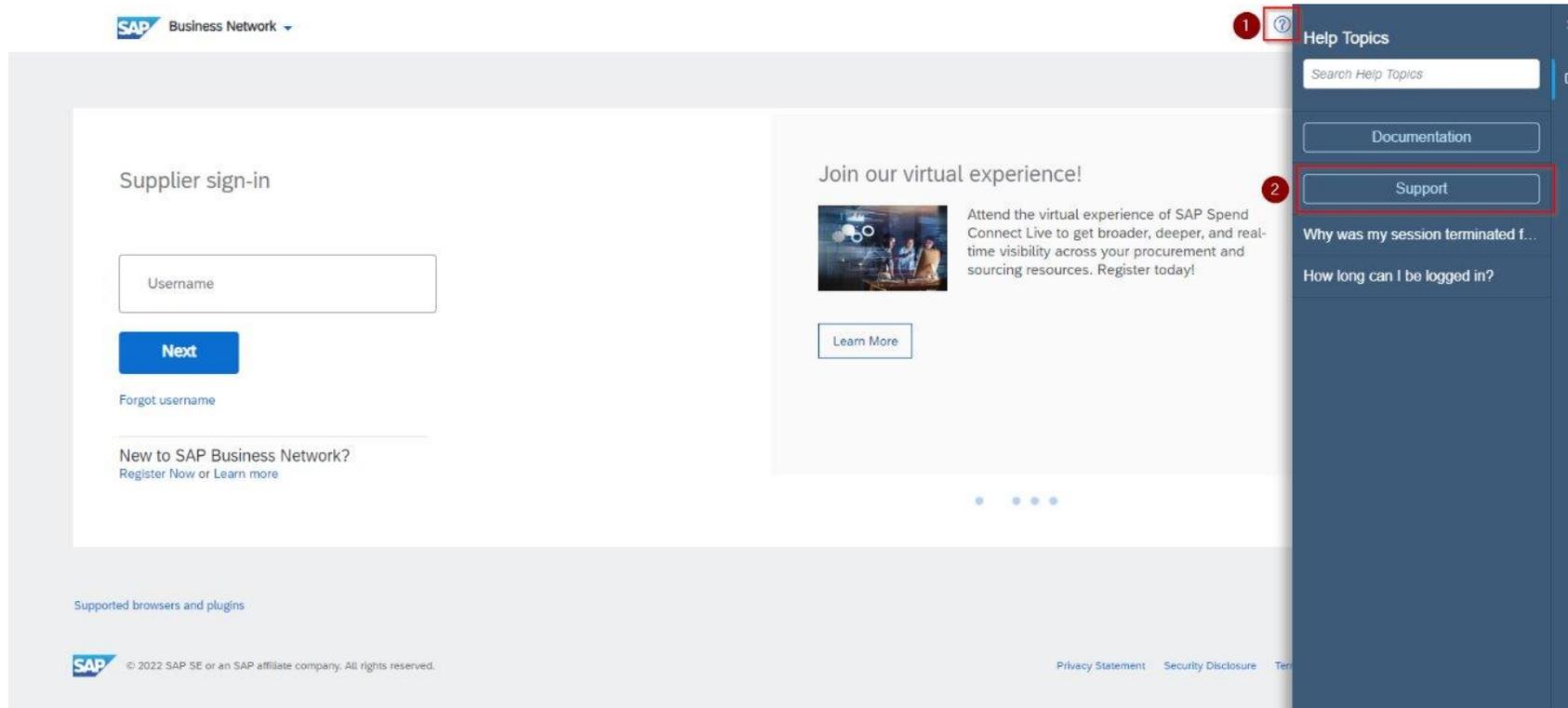
Suppliers can chat in various languages and is also accessible through the Help Center.

04 Supplier help for Ariba Strategic Solution

Ariba Support

If you have logging in problems and you cannot access your Ariba Network account, you can contact Ariba by following the next steps:

Click the help icon in the upper-right corner of the application -> click “Support” button



04 Supplier help for Ariba Strategic Solution

Ariba Support

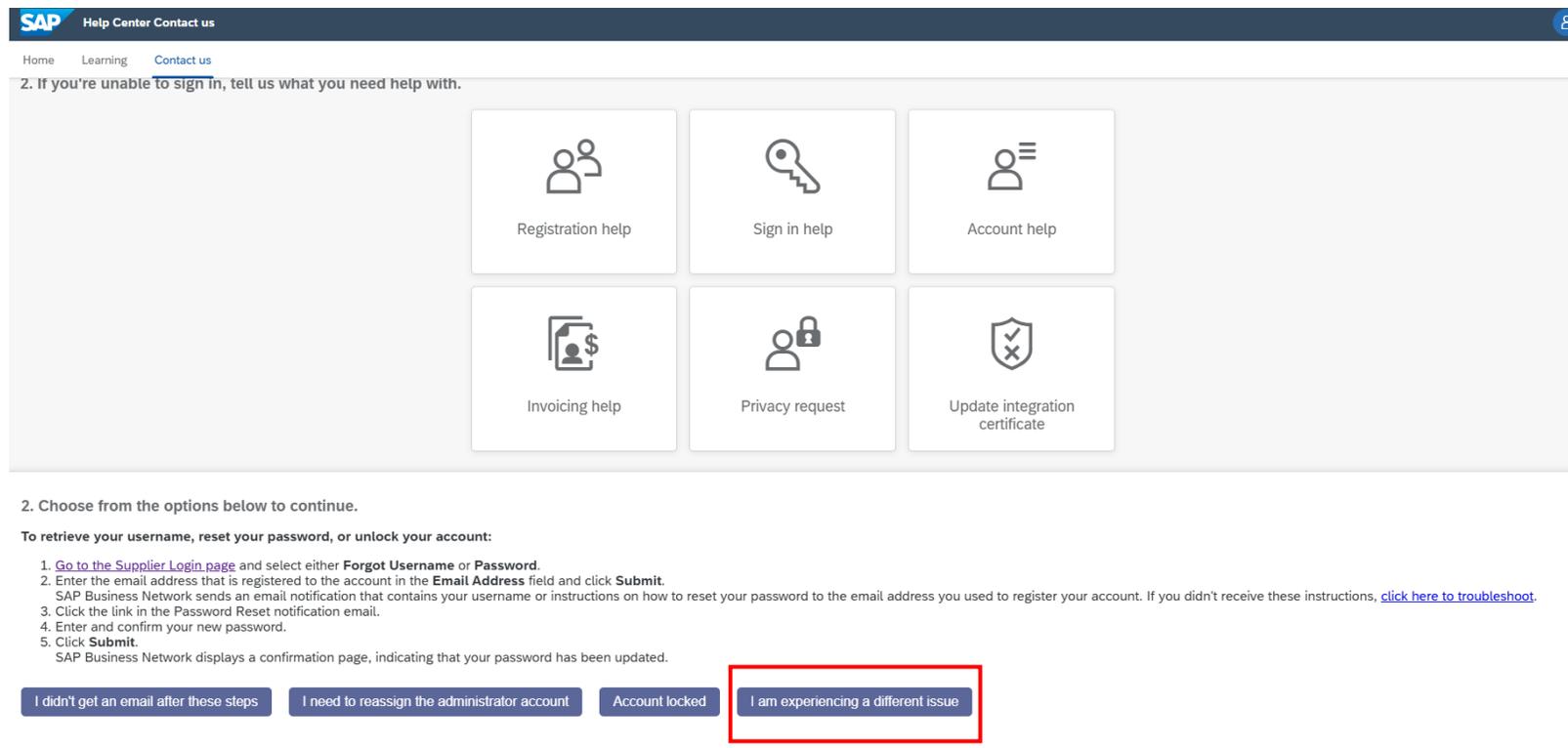
After clicking on “Support” button -> the SAP Help Center will open -> click on “Contact Us” -> in the new opened page click on one of the tiles, e.g. “Sign in help”

The screenshot shows the SAP Help Center interface. At the top, there is a dark blue header with the SAP logo, 'Help Center', and 'Contact us' links. Below the header, a navigation bar contains 'Home', 'Learning', and 'Contact us' (which is circled in red). The main content area is divided into two sections. The first section is titled '1. Sign in to your account.' and contains the text 'By signing in to your account, you get access to personalized content and topics to get the right support, from the right team, at the right time.' followed by a blue 'Sign In' button. The second section is titled '2. If you're unable to sign in, tell us what you need help with.' and contains six help tiles arranged in a 2x3 grid. The tiles are: 'Registration help' (with an icon of two people), 'Sign in help' (with a key icon), 'Account help' (with a person and list icon), 'Invoicing help' (with a document and dollar sign icon), 'Privacy request' (with a person and lock icon), and 'Update integration certificate' (with a shield and checkmark icon).

04 Supplier help for Ariba Strategic Solution

Ariba Support

Depending on your need you can follow the steps how to retrieve your username, reset the password or unlock your account. If that is not the case, you can click on „**I am experiencing a different issue**”.



The screenshot shows the SAP ARIBA Help Center interface. At the top, there is a navigation bar with the SAP logo, 'Help Center', and 'Contact us'. Below this, there are links for 'Home', 'Learning', and 'Contact us'. The main content area is titled '2. If you're unable to sign in, tell us what you need help with.' and contains six help options: 'Registration help', 'Sign in help', 'Account help', 'Invoicing help', 'Privacy request', and 'Update integration certificate'. Below this, there is a section titled '2. Choose from the options below to continue.' with the instruction 'To retrieve your username, reset your password, or unlock your account:'. This section contains a list of five steps: 1. Go to the Supplier Login page and select either Forgot Username or Password. 2. Enter the email address that is registered to the account in the Email Address field and click Submit. 3. SAP Business Network sends an email notification that contains your username or instructions on how to reset your password to the email address you used to register your account. If you didn't receive these instructions, click here to troubleshoot. 4. Click the link in the Password Reset notification email. 5. Enter and confirm your new password. 6. Click Submit. 7. SAP Business Network displays a confirmation page, indicating that your password has been updated. At the bottom of this section, there are four buttons: 'I didn't get an email after these steps', 'I need to reassign the administrator account', 'Account locked', and 'I am experiencing a different issue'. The 'I am experiencing a different issue' button is highlighted with a red box. A red arrow points to the right from the left side of the page.

Thank you for connecting with us using
SAP Business Network.

MAHLE