



ინსტრუქცია

SAP Ariba



SLP მოდული

მონაწილეობა სორსინგ-დონისძიებაში

| | | | |
|---|---------------------------------|--------------------|---|
|  | INSTRUCTION | |  |
| | SAP Ariba Sourcing module | | |
| | Participation in Sourcing Event | | |
| | Version: 1.0 | | |
| | Create: 04.08.2021 | Change: 04.08.2021 | |

სარჩევი

1. მონაწილეობა სორსინგ-პროექტის დონისძიებაში.....**Error! Bookmark not defined.**

| | | | |
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1. მონაწილეობა სორსინგ-პროექტის ღონისძიებაში

სატენდერო პროცესი მოიცავს მომწოდებლის მიერ სატენდერო წინადადებების წარმოდგენას ღონისძიებაში. 1) როდესაც თქვენი კლიენტი ქმნის ღონისძიებას და გიწვევთ მასში მონაწილეობის მისაღებად, თქვენ მიიღებთ შეტყობინების წერილს თქვენს ელ.ფოსტის მისამართზე. (სურათი 1). დააწკაპუნეთ აქ, რომ გახსნათ Ariba Network გვერდი.

BOG Procurement - TEST

BOG Procurement - TEST has invited you to participate in the following event:
RFI. The event is set to begin on Tuesday, August 3, 2021 at 10:16 AM, Pacific Daylight Time.

Use the following username to log in to BOG Procurement - TEST events:
bogsupplier14@mail.ru.

[Click Here](#) to access this event.

When you click this link, log in with your username and password. You will then have the option to register your buyer-specific user ID with a new or existing Ariba Commerce Cloud account and participate in your event.

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.

If you have forgotten your username or password and are unable to log in, [Click Here](#).

NOTE: The forgot password link is only valid for 24 hours. After this link expires, click Forgot Password on the Ariba Login page to reset your password.

If you have questions about this event, contact Roman Polishchuk via telephone at or via e-mail at roman.polishchuk@saprun.com.



We look forward to working with you!

Thank You,

BOG Procurement - TEST

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

BOG Procurement - TEST sourcing site, Event Doc720287302: RFI, Realm: BOG-T, Message ID: MSG55451276, [Click Here](#)

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სურათი 1. მოწვევის წერილი

2) შედით თქვენს ექსპანთში. (სურათი 2).



Supplier Login

bogsupplier14@mail.ru

.....

Login

[Forgot Username or Password](#)



სურათი 2. შესვლა Ariba Network-ში

3) გახსენით შესაბამისი ღონისძიება ღონისძიების სახელზე დაწკაპუნების გზით. (სურათი 3).

| | | | | |
|---|--------------|-------------------|------------|-----------------------|
| SAP Ariba Proposals and Questionnaires - Standard Account Upgrade View more | | | | |
| BOL PROCUREMENT - TEST | | | | |
| There are no matched postings. | | | | |
| Welcome to the Ariba Spend Management site. This site assists in identifying world class suppliers who are market leaders in quality, service, and cost. Ariba, Inc. administers this site in an effort to ensure market integrity. | | | | |
| Events | | | | |
| Title | ID | End Time | Event Type | Participated |
| ▼ Status: Open (2) | | | | |
| RFI | Doc703087362 | 8/10/2021 5:18 PM | RFI | No |
| Registration Questionnaires | | | | |
| Title | ID | End Time | Status | |
| ▼ Status: Open (2) | | | | |
| Supplier registration questionnaire | Doc64053056 | 4/25/2022 1:03 PM | Registered | |
| Qualification Questionnaires | | | | |
| Title | ID | End Time | Commodity | Regions |
| ▼ Status: Completed (2) | | | | |
| Supplier Qualification | Doc64007863 | 4/23/2021 1:52 PM | (no value) | All All |
| | | | | Qualification Expired |

სურათი 3. ღონისძიების არცევა

4) დააწკაპუნეთ წინაპირობების გადახედვაზე (Review Prerequisites) და მიიღეთ ისინი ტენდერის პროცესის გასაგრძელებლად. (სურათი 4).

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Ariba Sourcing Go back to BOG Procurement - TEST Dashboard Desktop File Sync Time remaining: 6 days 23:57:57

Event Details **Doc720287302 - RFI**

Event Messages
Download Tutorial

Checklist

- Review Event Details
- Review and Accept Prerequisites
- Select Lots
- Submit Response

Event Contents
All Content

Introduction, Instructions to Bidders and Other Bidding Terms (Section 1 of 3) [Next](#) [Previous](#)

1. Introduction, Instructions to Bidders and Other Bidding Terms

1.1. Guidance to the System: [Link...](#)
Suppliers can access the SAP Ariba Sourcing training guides by clicking the help center link in the upper right corner of the screen. The three training guides take less than one hour to complete.

1.2. Purchaser Organization: [Link...](#)
Company Name: JSC Bank of Georgia (reseller referred to as the "Bank")
ID number: 60429244
Address: Rustaveli 34

1.3. Project Title: [Link...](#)
Construction and repair works on Bank of Georgia's facilities (with the purpose of entering into the Master agreement)

1.4. Proposal Language: [Link...](#)
Georgian

1.5. Submission of Proposal: [Link...](#)
Proposal shall be submitted through the Ariba network portal

1.6. Composition of Proposal: [Link...](#)
Proposal should include following sections:
Annex No. 1 - Schedule of Prices (Commercial Proposal);
Annex No. 2 - Company Details;
Annex No. 3 - Detailed Specifications (Bids Sheet);

1.7. Proposal validity period: [Link...](#)
Proposal should be valid within 90 days after the deadline of submission of proposals.

1.8. Clarifications of the RFP: [Link...](#)
If the Bidders have questions regarding the RFP, they shall address the Bank's representatives through e-mail... Not later than 3 business days prior to Bid opening.

1.9. Submission of sample of the Goods: [Link...](#)
The Bidder should submit the sample of the goods to the Bank, within 4 days of such request. The Bidder should bear all the costs related to submission of the sample.

Event Overview and Timing Rules

Prerequisites **Doc720287302 - RFI**

Checklist

- Review Event Details
- Review and Accept Prerequisites
- Select Lots
- Submit Response

Prerequisites must be completed prior to participation in the event. You must accept the modified envelope bidding event agreement to continue.

In consideration of the opportunity to participate in on-line events (On-Line Events) held and conducted by the company sponsoring this On-Line Event ("Sponsor") on the web site (this "Site") hosted by Ariba, Inc. ("Site Owner"), your company ("Participant" or "You") agrees to the following terms and conditions ("Bidding Agreement"):

- Bids.** If you are invited to participate in the On-Line Event, Sponsor reserves the right to amend, modify or withdraw this On-Line Event. Sponsor reserves the right to accept or reject all or part of your proposal. Submission of a bid does not create a contract or any expectation by Participant of a future business relationship. Rather, by submitting a bid, you are making a firm offer which Sponsor may accept to form a contract, subject to section 2 below. Sponsor is not liable for any costs incurred by Participant in the preparation, presentation, or any other aspect of Participant's bid.
- Price Quotes.** Except to the extent Sponsor allows a non-binding bid, all bids which Participant submits through the On-Line Events are legally valid quotations without qualification, except for data entry errors.
- Procedures and Rules.** Participant further agrees to be bound by the procedures and rules established by the Site and Sponsor.
- Confidentiality.** Participant shall keep all user names and passwords, the On-Line Event content, other confidential materials provided by the Site and/or Sponsor, and all bids provided by You or another participating organization in confidence and shall not disclose the foregoing to any third party.
- Bids through Site only.** Participant agrees to submit bids only through the on-line bidding mechanism supplied by the Site and not to submit bids via any other mechanism including, but not limited to, post, courier, fax, E-mail, or orally unless specifically requested by Sponsor.
- Ethical Conduct.** All parties will prohibit unethical behavior and are expected to notify the Site Owner by contacting the appropriate project team if they witness practices that are counter-productive to the fair operation of the On-Line Event. If Participant experiences any difficulties during a live On-Line Event, Participant must notify Site Owner immediately.
- Export Control.** All parties who use this Site hosted by Ariba, Inc. agree to comply with all applicable export control and sanctions laws, including the laws of the US, EU and Germany.
- Survival.** The terms and conditions of this Bidding Agreement shall survive completion of the On-Line Event.

BA-v1.1 15Aug08

☒ I accept the terms of this agreement
☐ I do not accept the terms of this agreement

Modified Envelope Bidding Event Agreement

The buyer has configured this event to allow selected envelopes to be reviewed and opened while the event remains in Pending Selection status. I accept the terms of this agreement. [Link...](#)

OK **Cancel**

Sponsor: Test Supplier (loginsupplier1@gmail.com) last revised 28 Jul 2021 7:18:42 AM. loginsupplier1@A0020808220407
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სურათი 4. წინაპირობების წინასწარი ხელი

5) აირჩიეთ ლოტები/ხაზის ერთეულები (პროდუქტები), რომლებისთვისაც წინადადების შეტანა გსურთ. (სურათი 5).

Select Lots **Doc720287302 - RFI** **Cancel**

Checklist

- Review Event Details
- Review and Accept Prerequisites
- Select Lots
- Submit Response

Select Lots **Select Using Email**

Lots Available for Bidding

☒ **3.2. Notebooks**

Looking for supplier(s) who will provide Lenovo and HP Notebooks.

3.2.1. Lenovo Notebooks
Latest configuration of Lenovo Notebooks 2021.

3.2.2. HP Notebooks
Latest configuration of HP Notebooks 2021.

Confirm Selected Lots **Cancel**

Sponsor: Test Supplier (loginsupplier1@gmail.com) last revised 28 Jul 2021 7:18:42 AM. loginsupplier1@A0020808220407
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სურათი 5. აირჩიეთ ლოტები/ხაზის ერთეულები (პროდუქტები)

6) უპასუხეთ ტექნიკურ კითხვებს, დაურთეთ თქვენი ხელმოწერილი PDF სკანი და შეიტანეთ თქვენი კომერციული წინადადება. (სურათი 6).

