

MOL EPROCUREMENT ROLLOUT

Ariba Holandská eAukcia
Užívateľská príručka pre
dodávateľov



2021 December



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1. PRIHLÁSENIE DO ÚČTU ARIBA NETWORK

1.1 Prihlásenie do dodávateľského účtu Ariba Network

Najskôr sa prihláste do svojho Ariba Network účtu na nasledujúcej stránke <http://supplier.ariba.com>

The screenshot shows the SAP Business Network Supplier Login interface. At the top, there is a dark blue header with the SAP logo and 'Business Network' text. The main content area is divided into two sections. On the left, under the heading 'Supplier Login', there are two input fields: 'User Name' and 'Password', both highlighted with red rectangular boxes. Below these fields is a blue 'Login' button. Underneath the button, there is a link for 'Forgot Username or Password'. At the bottom of this section, there is a link for 'New to SAP Business Network? Register Now or Learn More'. On the right, there is a promotional banner titled 'The start of something big'. It features a small image of people in a meeting and text stating 'Ariba Network is now part of SAP Business Network. Learn more about this first step in an exciting journey toward a unified, collaborative, and intelligent network.' Below the text is a 'Learn More' button. At the bottom of the page, there is a footer with the SAP logo, copyright information, and links for 'Privacy Statement', 'Security Disclosure', and 'Terms of Use'.

2. AKO SA ZÚČASTNIŤ

2.1 Kroky potrebné na zúčastnenie sa na Udalosti

- POSTUP / KROKY
- ▶ Vstúpte do Udalosti minimálne 15 pred začatím zadávania ponuky
- ▶ Prečítajte si a potvrdte Online Bidding Terms and Conditions
- ▶ Vyberte a potvrdte položky / časti, na ktoré chcete predložiť ponuku
- ▶ Cena bude stúpať počas živej eAukcie s vopred definovanými krokmi. eAukcia sa zastaví v momente, keď Dodávateľ akceptuje cenu.
- ▶ Prijmite cenu kliknutím na tlačidlo „Submit Acceptance“

3. VYBERTE UDALOSŤ

3.1 Navigácia v účte / Vstup do udalosti

POSTUP / KROKY

- ▶ 1. Kliknite na Business Network
- ▶ 2. Kliknite na Proposals & Questionnaires
- ▶ 3. Kliknite na názov eAukcie

The screenshot displays the Molgroup user interface. At the top, the 'Business Network' dropdown menu is open, with 'Ariba Proposals & Questionnaires' selected. Below this, the 'Events' table is visible, listing various RFP and Auction events. The 'Bearings_eAuction' event is highlighted with a red box and a red arrow pointing to it, indicating the final step in the process.

Title	ID	End Time ↓	Event Type	Participated
Network Installation and Support Services RFP Commercial Round 2	Doc644775292	4/22/2021 2:12 PM	RFP	Yes
Network Installation and Support Services RFP Technical Round 4	Doc644178495	4/21/2021 5:53 PM	RFP	Yes
Network Installation and Support Services Technical Round 3	Doc644178461	4/21/2021 5:20 PM	RFP	Yes
Network Installation and Support Services Technical Round 2	Doc644111696	4/21/2021 4:32 PM	RFP	Yes
IT_Network_tender_for Tifon_Sales_TEST	Doc640097811	4/21/2021 3:50 PM	RFP	Yes
Valentina_Test SP_15 04 2021 -Commercial Round 3	Doc640479042	4/16/2021 11:17 AM	RFP	No
Valentina_Test SP_15 04 2021 -Techn.Round 4	Doc640479008	4/16/2021 10:39 AM	RFP	No
Valentina_Test SP_15 04 2021 -Techn.Round 3	Doc640431094	4/16/2021 10:25 AM	RFP	No
Valentina_Test SP_15 04 2021 -Technical round 2	Doc640431046	4/16/2021 10:00 AM	RFP	No
RFP Vala test 15 04 2021	Doc639929596	4/16/2021 9:30 AM	RFP	No
▼ Status: Preview (1)				
Bearings_eAuction	Doc755509324	9/20/2021 5:50 PM	Auction	No

4. PODROBNOSTI & PREDPOKLADY UDALOSTI

4.1 Prehľad a pravidlá udalosti

- ▶ Kliknutím na názov eAukcie sa udalosť otvorí. Prvá strana obsahuje podrobnosti o udalosti
- ▶ V pravom hornom rohu počítadlo zobrazuje čas zostávajúci do ukončenia aktuálnej fázy eAukcie (ukážka / prihadzovanie / kontrola)
- ▶ **POZNÁMKA:** Po prijatí ceny prvým dodávateľom už nie je možné predložiť cenovú ponuku

Ariba Sourcing Company Settings ▼ Dénies Tar ▼ Help Center >>

< Go back to MOL Group - TEST Dashboard Desktop File Sync

Event Details Doc763163973 - eAuction_Japanese_TEST Time remaining in preview 00:07:27

Event Messages Download Tutorials

Checklist

- 1. Review Event Details **Event Overview and Timing Rules**
- 2. Review and Accept Prerequisites
- 3. Submit Bids

Review Prerequisites Decline to Respond Print Event Information

Owner: Project Owner ⓘ
Event Type: Japanese Auction

Description:
Currency: European Union Euro
Commodity: Bearings 111201
Regions: 1062 Tifon d.o.o.
Planned Contract Months: 3
Planned Contract Effective Date: 05/01/2021 ⓘ

Publish time: 9/30/2021 11:25 PM
Bidding start time: 9/30/2021 11:35 PM
End bidding when the number of active participants reaches this value: 0 ⓘ
Bid adjustment interval: 2 Minutes ⓘ

Bidding Rules

Market Feedback

Hide winning message from participants: Yes ⓘ

Dénies Tar (starlitte_test@mol.hu) last visited 30 Sep 2021 2:27:09 PM StarLite (Kf, AN01588717131:T © 1996-2019 Ariba, Inc. All rights reserved.

SAP Ariba

Dénies Tar (1603281472534_gibozsenyi@mol.hu) last visit 9/29/2021 3:26 PM | MOL Group - TEST | CS5_U43

SAP Business Network Privacy Statement Security Disclosure Terms of Use

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4. PODROBNOSTI & PREDPOKLADY UDALOSTI

4.2 Predpoklady účasti

The screenshot shows a web interface for an event. On the left, a sidebar titled 'Event Details' contains a 'Checklist' with three items: '1. Review Event Details', '2. Review and Accept Prerequisites', and '3. Submit Bids'. A red circle with the number '1' is placed next to the second item. The main content area displays a document titled 'Doc755509324 - Bearings_eAuction'. A light blue banner at the top of the document states 'Prerequisites must be completed prior to participation in the event.' Below this, the document text includes a 'Bidder Agreement' and numbered sections: '1. Bids', '2. Price Quotes', '3. Procedures and Rules', '4. Confidentiality', '5. Bids through Site only', '6. Ethical Conduct', '7. Export Control', and '8. Survival'. At the bottom of the document, there is a radio button selection: 'I accept the terms of this agreement.' (selected) and 'I do not accept the terms of this agreement.' A red circle with the number '2' is placed next to the selected radio button. At the bottom right of the document area, there are 'OK' and 'Cancel' buttons.

POSTUP / KROKY

- ▶ 1. Kliknite na „Review and Accept Prerequisites“
- ▶ 2. Prečítajte si Online Bidding Terms and Conditions a kliknite na horný prepínač, ak sú podmienky prijateľné
- ▶ 3. Kliknite OK
- ▶ 4. Potvrďte submit



4 ✓ Submit this agreement?

Click OK to submit.



5. AUKCIA

5.1 Vyberte položky

POSTUP / KROKY

1. Kliknite na tlačidlo „Select Lots”
2. Zaškrtnite zaškrťavacie políčko pri položke ktorú chcete dražiť
3. Click na tlačidlo „Confirm Selected Lots”

The screenshot shows the Ariba Sourcing interface for an auction. The top navigation bar includes 'Ariba Sourcing', 'Company Settings', 'Dénies Tar', and 'Help Center'. The main header displays 'Event Details' for 'Doc763163973 - eAuction_Japanese_TEST' with a 'Time remaining in preview' of 00:05:34. A red circle with the number '1' highlights the 'Select Lots' button in the header. Below this, a 'Select Lots' modal window is open, showing a checklist with '1. Review Event Details' and '2. Review and Accept Prerequisites'. The '3. Select Lots' step is active, displaying a table of 'Lots Available for Bidding'. A red circle with the number '2' highlights the checkbox for the selected lot '1.1 Bearing 62 03 ZZ C2'. Below the table, a red circle with the number '3' highlights the 'Confirm Selected Lots' button. A 'Cancel' button is also visible at the bottom right of the modal.

5. AUKCIA

5.2 Predloženie ponuky

Console Doc783851242 - e-Auction e 00:26:31

Event Messages
Response History

2.1. Item 1

Dutch E-Auction Supplier Manual Item 1

1. Review Evaluation
Bid adjustment: €200.00 EUR
Current Price: €10,400.00 EUR
Time until next adjustment: 00:01:00
Quantity: 10 each
Total Cost: €104,000.00 EUR

2. Review and Accept Prerequisites
Submit Acceptance Update Totals Save draft Compose Message

3. Select Lots
Period: All

4. Submit Bids

Event Contents
All Content
1 Introduction and Event...
2 Pricing

Choose Lot
2.1 Item 1
2.2 Item 2

Bid History

Participant	Price ↑	Quantity
		No items

Po spustení eAukcie sa na obrazovke zobrazia nasledujúce údaje/informácie:

- a) Zmenu cenovej ponuky (Suma o ktorú sa zvyšuje cena)
- b) Aktuálna cena
- c) Čas do ďalšej úpravy (čas do ďalšieho zvýšenia ceny)
- d) Kliknite na „Submit Acceptance“ ak chcete prijať aktuálnu cenovú ponuku
- e) Celkový zostávajúci čas do konca eAukcie

► ! Upozorňujeme, že ak prijete aktuálnu cenovú hladinu, aukcia sa zastaví a vaša akceptovaná cena bude záväznou ponukou pri položke.

5. AUKCIA

5.3 Ďalšie informácie

Console Doc783851242 - e-Auction ⌚ Time remaining for lot 2.1 00:26:05

Event Messages
Response History **a** 2.1. Item 1

▼ Checklist

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

▼ Event Contents

All Content

1. Introduction and Eve...
2. Pricing

▼ Choose Lot

2.1. Item 1 **a**

2.2. Item 2

Dutch E-Auction Supplier Manual Item 1

Bid amount: €10,000.00 EUR
Current Price: €10,400.00 EUR
Time until next bid: 00:26:05

b Next Bidding Values - (Price)

Period	Value
1	€10,600.00 EUR
2	€10,800.00 EUR
3	€11,000.00 EUR
4	€11,200.00 EUR
5	€11,400.00 EUR

Current Bid Value: €10,400.00 EUR

Submit Acc

Period: All

c Quantity: 10 each

d Total Cost: €104,000.00 EUR

Bid History

Quantity	Submission Time
No items	

Po spustení eAukcie sa na obrazovke zobrazia nasledujúce údaje/informácie:

- a) Položku pre ktorú predkladáte ponuku
- b) Hodnoty ďalšej ponuky (kliknutím na šípku vedľa položky Current Price)
- c) Množstvo
- d) Celkové náklady (Množstvo * Cena za jednotku)

6. KONTROLA

6.1 Fáza kontroly

Console

Doc783851242 - e-Auction

Time remaining in review for lot 2.1
00:09:07

Event Messages
Response History

The bid shown is your last successfully submitted bid.

▼ Checklist

1. Review Event Details

2.1. Item 1

2. Review and Accept Prerequisites

Accepted Price: €11,800.00 EUR

Accepted Quantity: 10 each

Accepted Total Cost: €118,000.00 EUR

3. Select Lots

Compose Message

4. Submit Bids

Period: All

▼ Event Contents

All Content

1 Introduction and Event Details

2 Pricing

▼ Choose Lot

2.1 Item 1

2.2 Item 2

Bid History

Participant	Price	Quantity	
Marann Test Supplier	€11,800.00 EUR	10 each	10:24 AM

Vo fáze kontroly budú na obrazovke dostupné nasledujúce údaje / informácie

- Ktorú položku kontrolujete
- Výherná / Konečná cena
- Množstvo
- Čas odoslania
- Víťazný dodávateľ (iba ak ste to Vy!)
- Napište správu (Môžete odoslať správu Nákupcovi)

7. VYUŽITIE TABULE SPRÁV

7.1 Odoslanie správy (odpovede) Nákupcovi

POSTUP / KROKY

- ▶ 1. Kliknite na “Event Messages” na konzole
- ▶ 2. Otvorte správu prijatú od nákupcu
- ▶ 3. Kliknite na tlačidlo “Reply”
- ▶ 4. Po napísaní odpovede kliknite na “Send”

The screenshot displays the Ariba Sourcing interface. On the left, a sidebar contains navigation options: Console, Event Messages (highlighted with a red box and number 1), Response History, Checklist, and a list of tasks (1. Review Event Details, 2. Review and Accept Prerequisites, 3. Select Lots, 4. Submit Bids). The main area shows a table of messages with columns: Id, Reply Sent, Sent Date, From, Contact Name, To, and Subject. The first message (MSG60406263) is highlighted with a red box and number 2. Below the table, a 'View Message' dialog shows details for message MSG60406263, including sender (MOL Group - TEST (Gábor Dezsényi)), recipient (StarLite Kft. (Dénes Tar)), and subject (Doc755509324 - Bearings_eAuction). To the right, a 'Respond to Message' dialog is open, showing the same message details and a text area for the response. The 'Reply' button (number 3) is highlighted in the 'View Message' dialog, and the 'Send' button (number 4) is highlighted in the 'Respond to Message' dialog. The 'Done' button is also visible in the 'View Message' dialog.