

ARIBA SOURCING OVERVIEW

Aim: The aim for this training is to acknowledge the supplier, how to get yourself registered on Ariba network and participate in the business events invited by the customers.

What is Ariba?

As the world's largest web-based trading community, Ariba Network connects leading global organizations with their trading partners and provides a broad-based platform for all key business collaboration needs. It supports everything from trading partner discovery and e-procurement to e-invoicing and working capital management, allowing participants to buy, sell, and manage cash rapidly and effectively. Ariba Network delivers unparalleled ROI, reach, flexibility, and value to both buyers and suppliers, helping to make business commerce as easy as consumer commerce. Today, more than 4.6 million companies – including more than half of the Global 2000 – use Ariba Network to streamline and automate their collaborative business processes.



COURSE OBJECTIVES



This course aims to:

- ✓ Demonstrate the activities required for **Registering as a Supplier with Petronet LNG Limited.**
- ✓ Provide the trainees with the right level of **knowledge and skill.**



After completing this course, participants will be able to:

- ✓ Register themselves as a supplier with Petronet LNG Limited.



REGISTERING AS A SUPPLIER WITH PETRONET LNG LIMITED

SUPPLIER REGISTRATION

Registration

- Supplier will open the Petronet Website and will register to become a supplier with Petronet LNG Limited.
- Supplier will first need to select the tender they want to participate in from the list of tenders floated on the site.
- By using link '**Click Here**' supplier can login into system and can access registration form.

Online Tenders					
Search: <input type="text"/>					
Event ID	Name of Tender	Location	Bid Submission Date and Time	EMD Amount	Link For Participation
Doc1620054809	PROCUREMENT OF SIX (06) LNG TRUCK LOADING SKIDS FOR DAHEJ LNG TERMINAL	Vadodara	29 Jul 2025 03:00 PM	INR: 2919800 USD: 34240	Click here
Doc1623131478	Tender for Hiring of Contractor for Manpower Services Contract at Petronet LNG Limited, Head office, New Delhi	INDIA	10 Jul 2025 03:00 PM	INR: 681350 USD: 681350	Click here
Doc1536211151	PUBlicTendor_V3	Delhi-Gurgaon-Faridabad-Noida-Ghaziabad	14 May 2025 07:53 PM	INR: 1000 USD: 1000	Click here
Doc1542760218	NOTICE INVITING TENDER (NIT) FOR SELECTION OF CONTRACTOR FOR SUPPLY (INCLUDING PACKING, FORWARDING AND DOOR DELIVERY) OF MV VARIABLE FREQUENCY DRIVE AND ITS TRAINING & COMMISSIONING AT PETRONET LNG LTD, KOCHI, (KERALA) INDIA	Kochi	03 May 2025 03:00 PM		Click here
Doc1536211132	PT_v3	Delhi-Gurgaon-Faridabad-Noida-Ghaziabad	02 May 2025 07:47 PM	INR: 1000 USD: 1000	Click here

SUPPLIER REGISTRATION

Registration

- This will open the **Business Network Discovery** where the supplier can either log in directly if they have Ariba credentials or they can register a new user by clicking on **“Register as Supplier”**.

SAP Business Network Discovery

SAP Business Network Discovery Log In

Trading Partners: Use your SAP Business Network user ID and password

Enter Username

Enter Password

Log In

[Forgot Username](#)
[Forgot Password](#)

Ariba Discovery is now SAP Business Network Discovery

New features and functionalities have been added and old functionalities have been replaced.

[Learn More](#) [Explore Leads](#)

New user? Register here for FREE!

Join the network of companies that already depend on SAP Business Network to help establish new business relationships!

Register as a **Buyer** and enjoy these privileges:

- ▶ **Automated distribution** of your Discovery Posting to qualified suppliers
- ▶ **Receive and manage** supplier responses with an online dashboard
- ▶ **Search and discover** new suppliers in over 12,000 categories

Register as Buyer

Register as a **Supplier** and enjoy these privileges:

- ▶ **Search and automatically receive** new business opportunities
- ▶ **Gain visibility** to new potential customers and markets worldwide
- ▶ **Build your reputation** among a community of leading purchasing organizations

Register as Supplier

SUPPLIER REGISTRATION

Registration

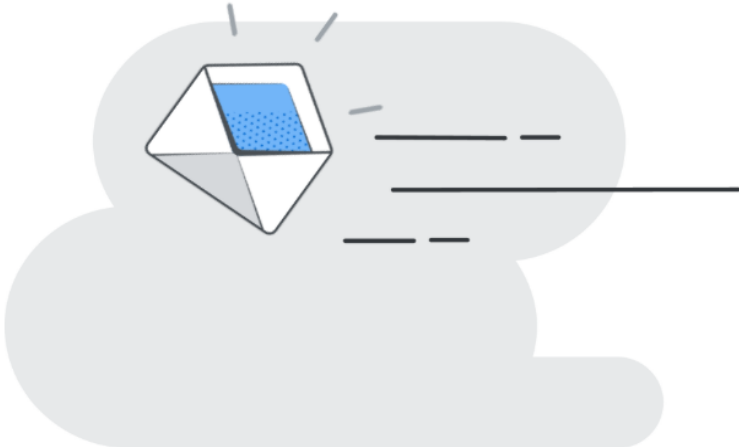
- If supplier clicks on “**Register as new supplier**” supplier will be prompted to enter their email ID and then they will click on “**Continue**”.

[? Help](#)

Please provide your email address

To register for SAP Business Network, enter your email below.

☒ User consents to store this email ID



SUPPLIER REGISTRATION

Registration

- An OTP will get triggered to the email id provided by the supplier in the previous step. The supplier will then enter the 6-digit OTP and then they will click on “**Continue**”.
- Post this the supplier will be prompted to the registration/account creation page.

[? Help](#)

Enter your One Time Password

Insert password below. Your password **expires in 30 minutes**.

3

7

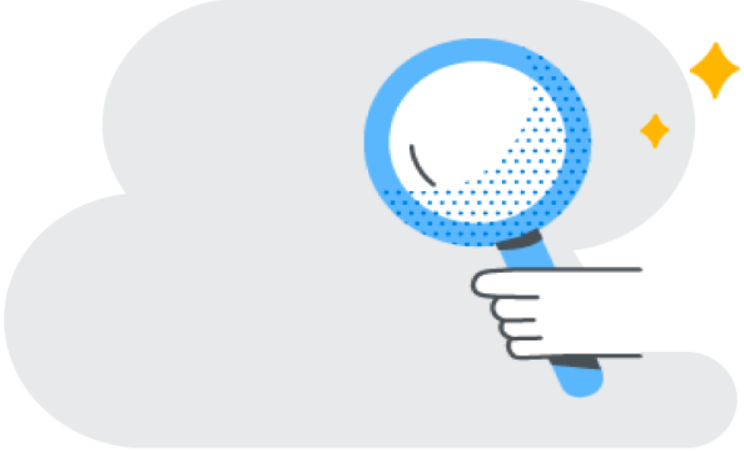
4

7

0

8

Continue



NEW SUPPLIER REGISTRATION

Create New Account

- This is the signing up screen.
- The basic details required are Company Information like Company Name, Address, etc.
- User account information – Name, email id, contact details, and setting of username and password.

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](#)

Company information ?

DUNS number

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

Company (legal) name *

Country/Region *

Address line 1 *

Address line 2

Address line 3

City *

State *

Postal code *

NEW SUPPLIER REGISTRATION

Create New Account

- After filling all the details, click on “**Create Account and Continue**”.

Administrator account information

First name *

PLL

Last name *

Training

Email *

sandra.krishnan@pwc.com

☐

Use my email as my username

Username *

PLL-training@yahoo.com

Username uses different domain, make sure it is right

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



reCAPTCHA
[Privacy](#) - [Terms](#)


Create account

NEW SUPPLIER REGISTRATION

Login

- Enter the username and password.
- Click on “**Login**”.

 Ariba Proposals and Questionnaires ▾



Supplier Login


[Forgot Username or Password](#)

SUPPLIER PARTICIPATION

Sourcing Event in Open Status Will Be Visible On Dashboard

- Select the event that is in “**Status Open**”.
- **Open Status**- The event is open for participant responses.
- **Pending Status**- The event is closed for responses.
- **Completed Status**- Event is completed and no further action can be taken against the event.

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.



[Home](#)

Events

Title	ID	End Time ↓	Event Type	Participated
▶ Status: Completed (37)				
▼ Status: Open (2)				
RFP Event for ARC	Doc1464791633	2/14/2025 6:01 PM	RFP	No
6000014297_50001006_Integrated testing_PG	Doc1450093919	Not Available	RFP	No
▶ Status: Pending Selection (23)				

Registration Questionnaires

SUPPLIER PARTICIPATION

REVIEW PREREQUISITE

- Click on “**Review Prerequisites**” button to proceed.
- Prerequisite questions must be answered before you can view event content or participate in the event.

Ariba Sourcing

Company Settings

Sourcing UAT

Feedback

Help

Messages

< Go back to Petronet LNG Limited-TEST Dashboard

Desktop File Sync

Event Details

Doc1464791633 - RFP Event for ARC

Time remaining

23:53:59

Event Messages

Download Tutorials

Response Team

Checklist

1. Review Event Details

2. Review and Accept Prerequisites

3. Select Lots/Line Items

4. Submit Response

Event Contents

All Content

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

All Content

Name	Price / Unit	Quantity	Extens
2 Multimode Unarmored Patch Cable	Less... -	24 each	
Multimode Unarmored Patch Cable			
GST %:			
HSN Code:			
Attachments, if any:			
Comments:			

SUPPLIER PARTICIPATION

Accept Terms And Conditions

- Supplier needs to accept the terms of the agreement to continue participating in the event.
- Click on “I accept the terms of this agreement” and click on “OK”.

Prerequisites

Doc1464791633 - RFP Event for ARC

▼ Checklist

1. Review Event Details

2. Review and Accept Prerequisites

3. Select Lots/Line Items

4. Submit Response

Prerequisites must be completed prior to participation in the event.

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 ('Bidder Agreement'):

1. 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.

2. 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.

3. Procedures and Rules. Participant further agrees to be bound by the procedures and rules established by the Site and Sponsor.

4. 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.

5. 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.

6. 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.

7. 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.

8. Survival. The terms and conditions of this Bidder Agreement shall survive completion of the On-Line Event.

BA v1.1 19Aug05

☒ I accept the terms of this agreement.

☐ I do not accept the terms of this agreement.

OK

Cancel

SUPPLIER PARTICIPATION

Select Lot

- Select the lots and then click on “**Confirm selected Lot**” button. If want to participate in limited lots, you may select only those lots and click on confirm.
- For Import case you need to select the currency at this page and proceed.

Ariba Sourcing

Company Settings

Sourcing UAT

Help

Messages

Go back to Petronet LNG Limited-TEST Dashboard

Desktop File Sync

Select Lots

Doc1464791633 - RFP Event for ARC

Cancel

▼ Checklist

1. Review Event Details

2. Review and Accept Prerequisites

3. Select Lots/Line Items

4. Submit Response

Choose the lots in which you will participate. You can cancel your intention to participate in a lot until you submit a response for that lot; once you submit a response you cannot withdraw it.

Select Lots/Line Items

Select Using Excel

You are required to select all 2 of the lots to which you have been invited. You currently have selected 2 of them.

You are Required to Select All Lots

✓

Name

Reason for not bidding

✓

2 Multimode Unarmored Patch Cable

Multimode Unarmored Patch Cable

✓

3 Multimode OM1 Simplex Orange Cable

Multimode OM1 Simplex Orange Cable

↳





Confirm Selected Lots/Line Items

Cancel

SUPPLIER PARTICIPATION

Enter Prices And Other Terms

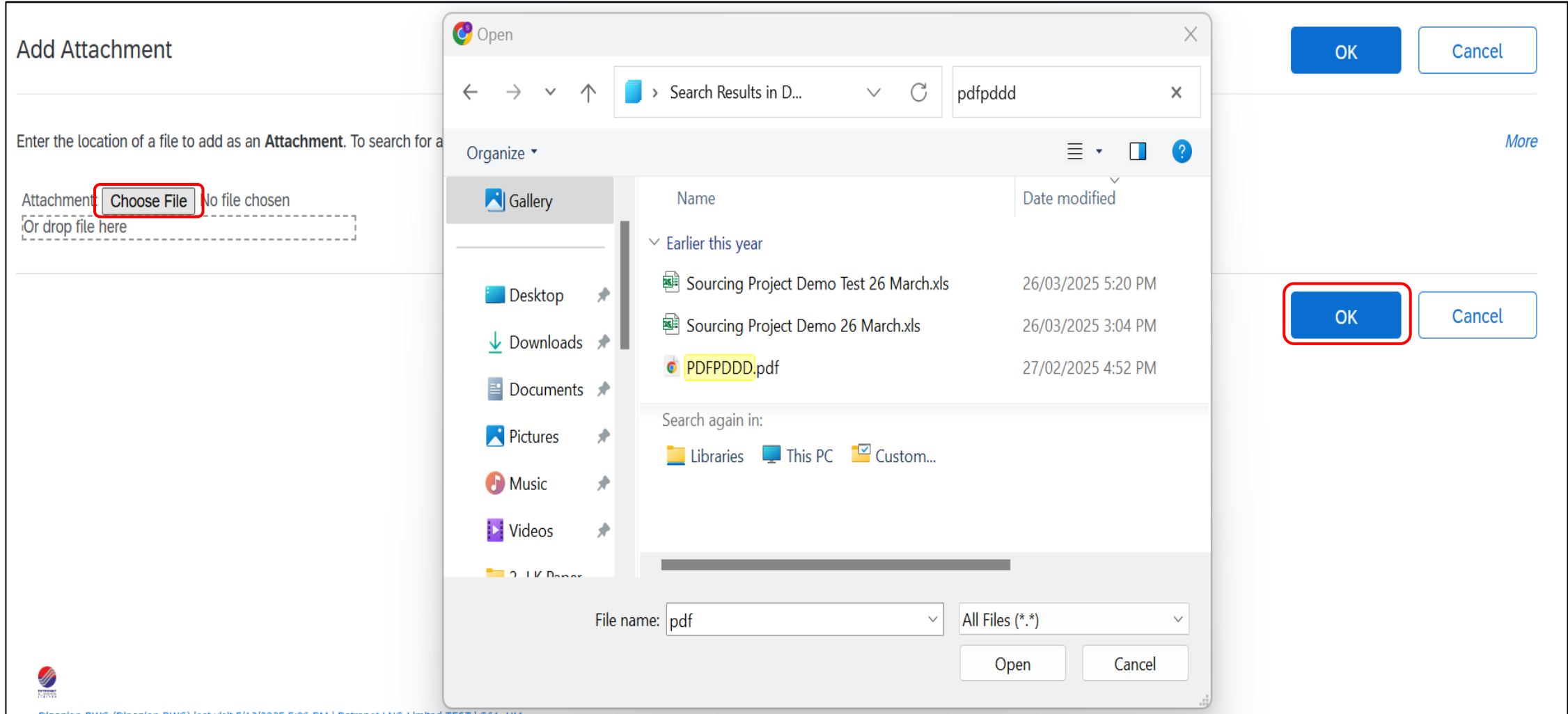
- Supplier will fill the required fields which are mandatory like respond to technical questions and attach mandatory attachments.
- To include attachments, click on “Attach a file”.

▼ 3.0 Technical Envelope	
3.1 Technical Offer	*Attach a file
3.2 Technical Description	<div><div>*</div><div></div></div>
3.3 Details of Bank Account as per form-9 as attached  References ▼	*Attach a file
3.4 Addendum and clarification issued during bidding process (if any)	Attach a file
3.5 Addendum Question 2  References ▼	<div><div>*</div><div>Unspecified ▼</div></div>
3.6 Question 3  References ▼	*Attach a file 

SUPPLIER PARTICIPATION

Enter Prices And Other Terms









- Click on “Choose File” to browse and select the required attachment. Once selected, click “OK” to confirm the upload



SUPPLIER PARTICIPATION

Enter Prices And Other Terms

➤ After attaching the document, it appears as below, indicating that the file has been successfully uploaded.

▼ 3.0 Technical Envelope	
3.1 Technical Offer	*  PDFPDDD.pdf ▼ Update file Delete file
3.2 Technical Description	* <div>test</div>
3.3 Details of Bank Account as per form-9 as attached  References▼	*  PDFPDDD.pdf ▼ Update file Delete file
3.4 Addendum and clarification issued during bidding process (if any)	 PDFPDDD.pdf ▼ Update file Delete file
3.5 Addendum Question 2  References▼	* <div>Yes ▼</div>
3.6 Question 3  References▼	*  PDFPDDD.pdf ▼ Update file Delete file 

SUPPLIER PARTICIPATION

Enter Prices And Other Terms

➤ To include any attachments, click on “Attach a file” button

Ariba Sourcing

Company Settings

Sourcing UAT

Feedback

Help

Messages

>>

< Go back to Petronet LNG Limited-TEST Dashboard

Desktop File Sync

Console

Doc1464791633 - RFP Event for ARC

Time remaining

22:38:30

Event Messages

Response History

Response Team

▼ Checklist

1. Review Event Details

2. Review and Accept Prerequisites

3. Select Lots/Line Items

4. Submit Response

▼ Event Contents

All Content

All Content

Name ↑

Price / Unit

Quantity

Extended Price

Total Cost

2 Multimode Unarmored Patch Cable

Less... -

* 100 INR

24 each

Multimode Unarmored Patch Cable

GST %:

* 5.00% ▾

all units

HSN Code:

* 82041220

Attachments, if any:

Attach a file

(*) indicates a required field

Submit Entire Response

Update Totals

Save draft

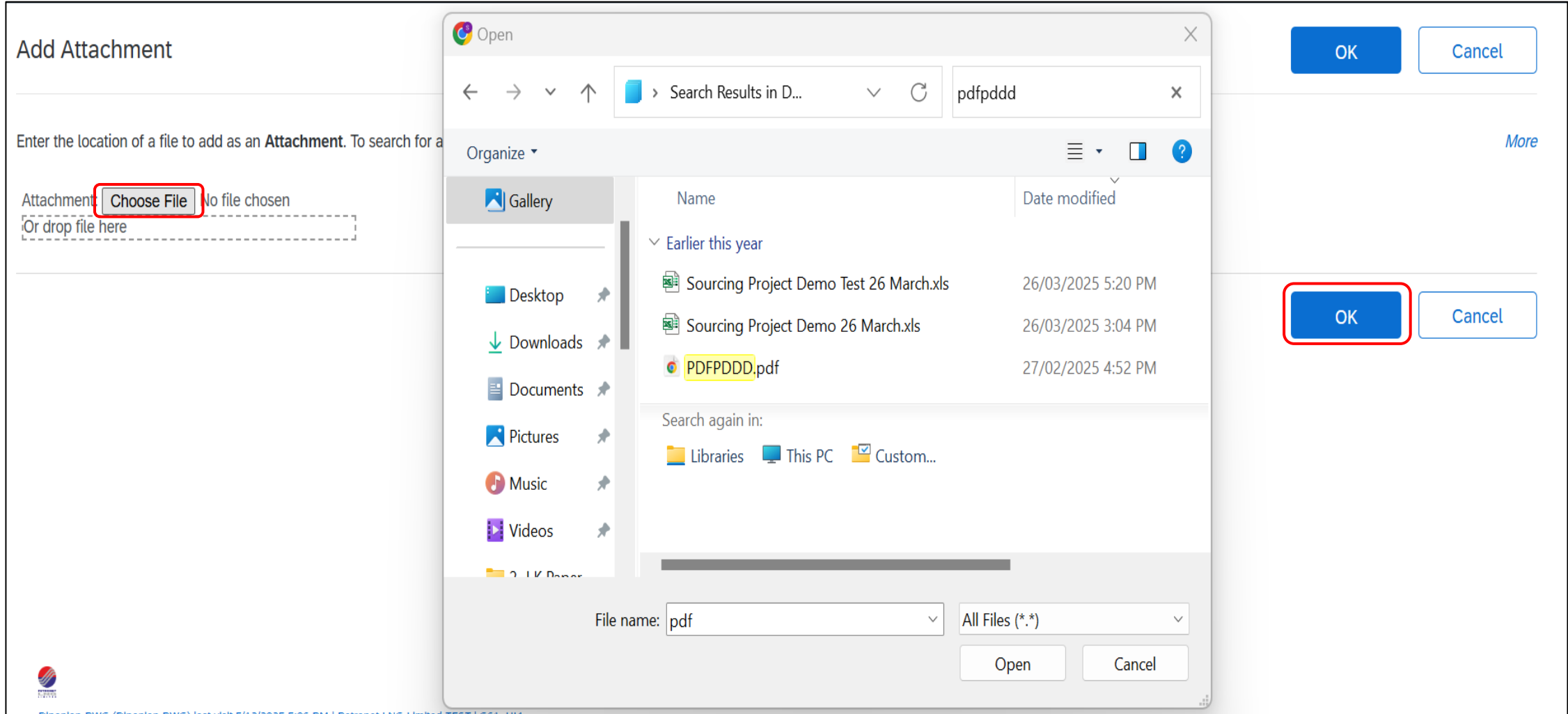
Compose Message

Excel Import

SUPPLIER PARTICIPATION

Enter Prices And Other Terms

- Click on “Choose File” to browse and select the required attachment. Once selected, click “OK” to confirm the upload



SUPPLIER PARTICIPATION

Enter Prices And Other Terms

- After attaching the document, it appears as below, indicating that the file has been successfully uploaded.
- After completing all required fields and attaching necessary files, click on “Submit Entire Response” to submit.

Ariba Sourcing

Company Settings

Sourcing UAT

Feedback

Help

Messages

>>

< Go back to Petronet LNG Limited-TEST Dashboard

Desktop File Sync

Console

Doc1464791633 - RFP Event for ARC

Time remaining
22:38:30

Event Messages

Response History

Response Team

▼ Checklist

1. Review Event Details

2. Review and Accept Prerequisites

3. Select Lots/Line Items

4. Submit Response

▼ Event Contents

All Content

All Content

Name ↑

Price / Unit

Quantity

Extended Price

Total Cost

2 Multimode Unarmored Patch Cable

Less... -

* 100 INR

24 each

Multimode Unarmored Patch Cable

GST %:

* 5.00% ▾

all units

HSN Code:

* 82041220

Attachments, if any:

PDFPDDD.pdf ▾

Update file

Delete file

(*) indicates a required field

Submit Entire Response

Update Totals

Save draft

Compose Message

Excel Import

SUPPLIER PARTICIPATION

Prices Submitted Successfully

➤ Supplier has successfully submitted the response.

Ariba Sourcing

< Go back to Petronet LNG Limited-TEST Dashboard

Desktop File Sync

Company Settings

Sourcing UAT

Feedback

Help

Messages

Console

Doc1464791633 - RFP Event for ARC

Time remaining
22:35:33

Event Messages

Response History

Response Team

▼ Checklist

1. Review Event Details

2. Review and Accept Prerequisites

3. Select Lots/Line Items

4. Submit Response

▼ Event Contents

All Content

✓ Your response has been submitted. Thank you for participating in the event.

Revise Response

All Content

Name ↑	Price / Unit	Quantity	Extended Price	Total Cost
2 Multimode Unarmored Patch Cable Less...	100.00 INR	24 each	2,400.00 INR	2,520.00 INR
Multimode Unarmored Patch Cable				
GST %:		5.00%		
HSN Code:		82041220		
Attachments, if any:				
Comments:				
Freight:				

Compose Message

SUPPLIER PARTICIPATION

Revise Response

- If you need to revise the response, click on “**Revise Response**” and you can change your responses.
- NOTE- You can revise the response till the event is on open stage.

Ariba Sourcing

Company Settings

Sourcing UAT

Feedback

Help

Messages

< Go back to Petronet LNG Limited-TEST Dashboard

Desktop File Sync

Console

Doc1464791633 - RFP Event for ARC

Time remaining

22:20:38

Event Messages

Response History

Response Team

▼ Checklist

1. Review Event Details

2. Review and Accept Prerequisites

3. Select Lots/Line Items

4. Submit Response

▼ Event Contents

All Content

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

Revise Response

All Content

Name ↑		Price / Unit	Quantity	Extended Price	Total Cost
2 Multimode Unarmored Patch Cable	More... +	200.00 INR	24 each	4,800.00 INR	5,040.00 INR
3 Multimode OM1 Simplex Orange Cable	More... +	300.00 INR	48 each	14,400.00 INR	15,120.00 INR

Compose Message

SUPPLIER PARTICIPATION

How To Use Compose Message Functionality

➤ In case of any query supplier can send message to buyer by using “**Compose Message**” functionality.

Ariba Sourcing

Company Settings

Sourcing UAT

Feedback

Help

Messages >>

< Go back to Petronet LNG Limited-TEST Dashboard

Desktop File Sync

Console

Doc1464791633 - RFP Event for ARC

Time remaining
22:20:38

Event Messages

Response History

Response Team

▼ Checklist

1. Review Event Details

2. Review and Accept Prerequisites

3. Select Lots/Line Items

4. Submit Response

▼ Event Contents

All Content

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

Revise Response

All Content

Name ↑		Price / Unit	Quantity	Extended Price	Total Cost
2 Multimode Unarmored Patch Cable	More... +	200.00 INR	24 each	4,800.00 INR	5,040.00 INR
3 Multimode OM1 Simplex Orange Cable	More... +	300.00 INR	48 each	14,400.00 INR	15,120.00 INR

Compose Message

Type The Message

- Type your message and click on “**Send**”.

Ariba Sourcing

Company Settings ▾

Sourcing UAT

Help ▾

Messages >>

< Go back to Petronet LNG Limited-TEST Dashboard

Desktop File Sync

Compose New Message

From: Sourcing UAT 2 (Sourcing UAT)

To: Project Team

Subject: Doc1464791633 - RFP Event for ARC

Attachments: Attach a file

1 (8 pt) — font —

Send

Cancel

Send

Cancel