

# ARIBA PORTAL

April 2018

- Register
- Login

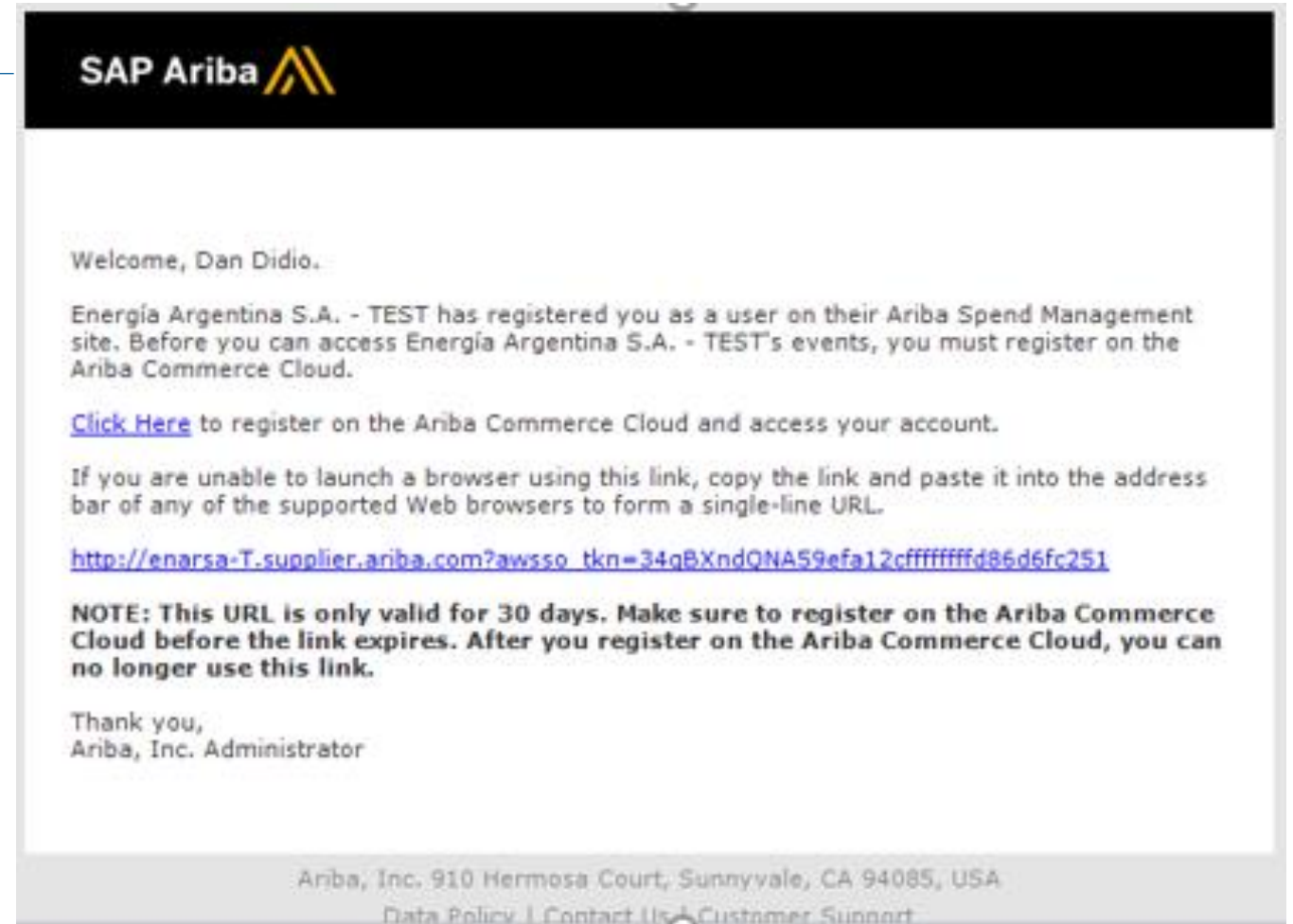
# EMAIL WITH THE INVITATION TO REGISTER

Example E-mail that you should have received to register in **Ariba Portal**

## SUPLIR REGISTRATION USER'S MANUAL

Click here:

<http://www.enarsa.com.ar/proveedores/ariba/supplier-registration-user-manual/>



The screenshot shows an email header with the SAP Ariba logo. The body of the email contains a welcome message, registration instructions, a registration link, and a note about the link's validity. The footer includes contact information for Ariba, Inc.

**SAP Ariba**

Welcome, Dan Didio.

Energía Argentina S.A. - TEST has registered you as a user on their Ariba Spend Management site. Before you can access Energía Argentina S.A. - TEST's events, you must register on the Ariba Commerce Cloud.

[Click Here](#) to register on the Ariba Commerce Cloud and access your account.

If you are unable to launch a browser using this link, copy the link and paste it into the address bar of any of the supported Web browsers to form a single-line URL.

[http://enarsa-T-supplier.ariba.com?awssso\\_tkn=34qBXndQNA59efa12cffffffd86d6fc251](http://enarsa-T-supplier.ariba.com?awssso_tkn=34qBXndQNA59efa12cffffffd86d6fc251)

**NOTE: This URL 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.**

Thank you,  
Ariba, Inc. Administrator

Ariba, Inc. 910 Hermosa Court, Sunnyvale, CA 94085, USA  
[Data Policy](#) | [Contact Us](#) | [Customer Support](#)

# Ariba Sourcing

Welcome, **SUPPLIER'S NAME**

**Have a question?** [Click here to see a Quick Start guide.](#)

Welcome to the Ariba Network. A password reset request was issued from **Energía Argentina S.A.** site.

New to the Ariba Network? Sign up to register your user account.

[Sign up](#)

*To register a new account* **In case you still do not have an Ariba Network account**

Already have an account?

[Log in](#)

*If you are already registered in Ariba*

## About Ariba Network

The Ariba Network is your entryway to all your Ariba seller solutions. You now have a single location to manage all of your customer relationships and supplier activities regardless of which Ariba solution your customers are using. Once you have completed the registration, you will be able to:

- Respond more efficiently to your customer requests
- Work more quickly with your customers in all stages of workflow approval
- Strengthen your relationships with customers using an Ariba Network solution
- Review pending sourcing events for multiple buyers with one login
- Apply your Company Profile across Ariba Network, Ariba Discovery and Ariba Sourcing activities

Moving to the Ariba Network allows you to log into a single location to manage:

- All your Ariba customer relationships
- All your event actions, tasks and transactions
- Your profile information
- All your registration activities

# REGISTER NEW ACCOUNT

### Register



Register

Cancel

To do business with Energía Argentina S.A. on Ariba, you need an Ariba Commerce Cloud account. [What is the Ariba Commerce Cloud?](#)

If you already have an Ariba Commerce Cloud, Ariba Discovery or Ariba Network account, click here to log in:

Login

Complete all the required fields (\*) and then click **Register**

### Company information

\* Indicates a required field

Company Name:\*

Country\* United States [USA]

Address\*  
Line 1  
Line 2  
Line 3

City\*

State\* Alabama

Zip\*



If your company has more than one office, enter the main office address. You can enter more addresses such as your shipping address, billing address or other addresses later in your company profile.

### Ariba Network light account is Free

Already have an account?  
[Login](#)

#### Strengthen relationships

Collaborate with your customer on the same secure network.

#### Connect faster

Exchange documents electronically and streamline

# REGISTER NEW ACCOUNT

## User account information

\* Indicates a required field

Name:\*

Email:\*

Use my email as my username


Username:\*


Password:\*

Language:  

Email orders to:\*

[Ariba Privacy Statement](#)

Must be in email format(e.g john@newco.com) 

Must contain a minimum 8 characters including letters and numbers. 

The language used when Ariba sends you configurable notifications. This is different than your web b...

Customers may send you orders through Ariba Network. To send orders to multiple contacts in your organization, create a distribution list and enter the email address here. You can change this anytime.

Tell us more about your business ►

# REGISTER NEW ACCOUNT

Tell us more about your business ▶

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Ariba will make your company profile, which includes the basic company information, available for new business opportunities to other companies. If you want to hide your company profile, you can do so anytime by editing the profile visibility settings on the Company Profile page after you have finished your registration.

By clicking the Register button, you expressly acknowledge and give consent to Ariba for your data entered into this system to be transferred outside the European Union, Russian Federation or other jurisdiction where you are located to Ariba and the computer systems on which the Ariba services are hosted (located in various data centers globally), in accordance with the Ariba Privacy Statement, the Terms of Use, and applicable law.

You have the right to access and modify your personal data from within the application, by contacting the Ariba administrator within your organization or Ariba, Inc. This consent shall be in effect from the moment it has been granted and may be revoked by prior written notice to Ariba. If you are a Russian citizen residing within the Russian Federation, You also expressly confirm that any of your personal data entered or modified in the system has previously been captured by your organization in a separate data repository residing within the Russian federation.

I have read and agree to the [Terms of Use](#) and the [Ariba Privacy Statement](#)

Register

Cancel



# REGISTER NEW ACCOUNT

Ariba Sourcing



Help Center >>

In case de email's address domain (e.g., @hotmail.com) is different from the Company's domain (e.g., @enarsa.com.ar)

To do business with Energia Argentina S.A. - TEST on Ariba, you need an Ariba Commerce Cloud account. [What is the Ariba Commerce Cloud?](#)

If you already have an Ariba Commerce Cloud, Ariba Discovery or Ariba Network account, click here to log in:

Login

## Company information

Company Name:\* Alfred

Country\* United States

Address\* Av. Del Libertador 1068

Line 2

Line 3

City\* Buenos Aires

### CONFIRM DOMAIN

The domain you specified does not match your company's domain. Do you still want to use it?

Yes

No

enter more addresses such as your shipping addresses, billing address or other addresses in your company profile.

## Ariba Network light account is Free

Already have an account?  
Login



### Strengthen relationships

Collaborate with your customer on the same secure network.



# REGISTER NEW ACCOUNT



## Required Profile Fields

Your customer has requested that you complete the following information before they conduct business with you. Click [Go to Company Profile](#) and complete the required fields. After you provide the requested information, you can begin participating in events.

### Required Profile Fields From Energía Argentina S.A.

- Customer Requested Fields

[Go to Company Profile >](#)



**Click and then complete the sections required by ENARSA**



# REGISTER NEW ACCOUNT

### Company Profile

[Save](#)[Close](#)[Basic \(3\)](#)[Business \(2\)](#)[Marketing \(2\)](#)[Contacts](#)[Certifications](#)[Customer Requested](#)[Additional Documents](#)

\* Indicates a field required by Energía Argentina S.A.

#### Certifications

**IMPORTANT First step**

Buying organizations can view these designations in your company profile and search on this information when looking for new suppliers.

- Sustainability Initiatives**  
Your business has undertaken sustainability initiatives in one of the following categories: Plan, Products and Services, Energy, Carbon, Transportation, Other.
- Small Disadvantaged Business**  
Your business is SDB certified, 8(a) certified, HUBZone certified, or certified as a small disadvantaged business by a state government agency.
- Women-Owned Business**  
Your business is at least 51% owned by a woman or women who exercise the power to make policy decisions and who are actively involved in the day-to-day management of the business.
- Minority-Owned Business**  
Your business is at least 51% owned by one or more minority U.S. citizens. In the case of a publicly owned business, at least one or more such individuals own 51% of the stock, and one or more such individuals control its management and daily operations.
- Veteran-Owned Business**  
Your business is at least 51% owned by an individual who served in the active military, naval, or air service, and who was discharged or released under conditions other than dishonorable or is at least 51% owned by an individual who can be considered by the government as a Service-Disabled Veteran. The terms "veteran" and "service-disabled veteran" are defined in 38 U.S.C 101(2) and (16).

**ISO Certification**  
The International Organization for Standardization (ISO) family of standards relate to quality management systems and are designed to help organizations ensure they meet the needs of customers. The standards are published by the ISO and are available through National Standards Bodies.

**Not Certified**  
Your business does not have any of the certifications listed above.

**Complete these topics**

#### Energía Argentina S.A. - TEST Requested Profile Information

+ 2 More Fields

##### Public Profile Completeness

55%

[Short Description](#)[Website](#)[Annual Revenue](#)[D-U-N-S Number](#)[Business Type](#)[Industries](#)[Company Description](#)

##### Share Your Public Profile

[Click here to get your Ariba badge.](#)

# REGISTER NEW ACCOUNT

## Company Profile

Save

Close

Basic (3) Business (2) Marketing (2) Contacts Certifications **Customer Requested** Additional Documents

\* Indicates a required field

**IMPORTANT Second step**

Sourcing Customer List	
Customer	Customer Requested Profile Information
Energía Argentina S.A.	Incomplete

**Complete the fields  
required by ENARSA**

**Energía Argentina S.A. - TEST  
Requested Profile Information**

+ 2 More Fields

Public Profile Completeness

55%

Short Description

Website

Annual Revenue

D-U-N-S Number

Business Type

Industries

Company Description

Share Your Public Profile

[Click here to get your Ariba badge.](#)

# FIELDS REQUIRED BY ENARSA (SPQ)

## Energía Argentina S.A.

## Requested Profile

\* Indicates a required field

Your customer has specifically requested that you complete the following profile information. After you complete the requested profile information, click **Submit**. You can click **Save as Draft** to save any values you may have edited without sending the changes to your customer.

Status: Submitted by aribasystem at 10/03/2017 11:05 AM

Save as Draft

Submit

Changes you make below may be subject to approval before they are accepted.

### Question

▼ 1 Affidavit

1.1 The information entered in the following electronic form will be treated as a sworn statement. **The original signed paper copies of all scanned documents uploaded in this form have to be sent to ENARSA offices in Av. Del Libertador 1068 piso 2 (xxxx) C.A.B.A Argentina, in attention to Gerencia de Abastecimiento – Proveedores.** The fact of being registered in ENARSA's suppliers database does not grant any special rights beyond the possibility to participate in offerings, in the case of receiving ENARSA's invitation. This electronic form and all the documentation attached, has to be signed by the supplier company authorized responsible.

▼ 2 Supplier Parameters

2.1 Supplier Classification

Complete all the required mandatory fields (\*)

▼ 3 Supplier data

3.2 Fancy/Fantasy name

3.3 Supplier's Main Activity Gas natural licuado 200403000 [ select ]

Feedback

# REGISTER NEW ACCOUNT

## Company Profile

Save

Close

Basic (3)

Business (2)

Marketing (2)

Contacts

Certifications

Customer Requested

Additional Documents

\* Indicates a required field

**VERIFY THAT THE COMPANY PROFILE IS COMPLETE**

### Sourcing Customer List

Customer

Customer Requested Profile Information

Energía Argentina S.A.

Complete

**PROFILE REQUIRED BY THE CLIENT  
COMPLETE**

### Public Profile Completeness

55%

Short Description

Website

Annual Revenue

D-U-N-S Number

Business Type

Industries

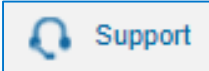
Company Description

### Share Your Public Profile

Click here to get your Ariba badge.

Find us on Ariba Network



Should you have any further doubts, please contact **SAP Ariba Help Center** in Argentina **(+5411) 5354-0389** or check your local support number at **Ariba's Help Center** (**supplier.ariba.com -> Help Center ->  Support** )

If you have doubts regarding how to manage your **Company's profile** (account registration in Ariba and modifications) you can send an email to:

Email: **registroproveedores@enarsa.com.ar**

If you have doubts regarding **the process of how to post an offer** in the RFP you are participating in you can send an email to:

Email: **soporteariba@enarsa.com.ar**

***Thank you!***