

LEVERANDØRRESPONS VEILEDNING

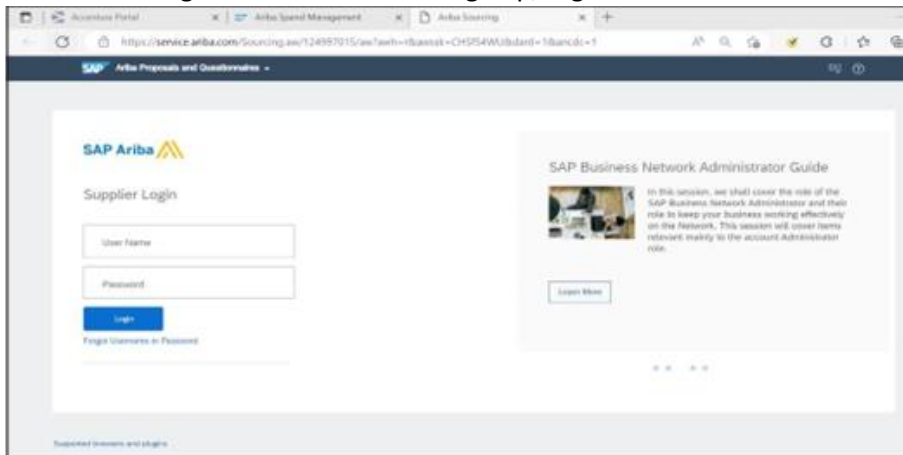
Nedenfor er de stegene på hvordan en leverandør kan respondere på et arrangement listet opp i detalj.

Steg 1: Når et arrangement er publisert i Ariba, vil Leverandør motta en e-post-notifikasjon om arrangementet som vist i skjermbildet under.



Steg 2: For å aksessere arrangementet, må du trykke på den fremhevede delen i bildet over som sier "Click Here to access the event".

Du vil da bli omdirigert til Ariba Network Sign up/Login siden som vist nedenfor.



Du må logge inn med påloggingsdetaljene dine hvis du har en gyldig Ariba Network bruker.

Hvis du ikke har en Ariba Network bruker, kan du registrere deg og fylle inn detaljene, og lage en Ariba Network bruker.

Steg 3: Etter vellykket innlogging, vil du bli omdirigert til arrangementet som vist nedenfor.

Event Details Doc1304195121 - RFP 24jan sts amt Time remaining 01:36:21

Event Messages
Download Tutorials

▼ Checklist

1. Review Event Details
2. Review and Accept Prerequisites
3. Select Lots/Line Items
4. Submit Response

▼ Event Contents

All Content

1 INTRODUCTION

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

INTRODUCTION (Section 1 of 5) Next

Name ↑

▼ 1 INTRODUCTION

1.1 Hydro

Hydro Aluminium Metal (hereinafter called Hydro) has 5 aluminium plants in Norway. These produce an estimated 1 million Tonnes of primary aluminium per year, which is further processed and cast into various products.

In this Invitation to Tender (hereinafter called Tender) we ask for your best price and conditions on the tendered scope in accordance with described requirements.

1.2 How to respond to the RFP

1. Once you access the project, please review the event details. You can click on "All content" in order to see all the sections together.

Steg 4:

Nå må Leverandør validere dokumentene og gjennomgå og sende inn kravene.

For dette, trykk på **Review Prerequisites** knappen. Du vil se siden nedenfor.

Prerequisites Doc1304195121 - RFP 24jan sts amt

▼ Checklist

1. Review Event Details
2. Review and Accept Prerequisites
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All Content

1 INTRODUCTION

To continue with this event, complete the prerequisites below. Some of the prerequisites might be access gate questions that you must answer before you can see the event information. Other prerequisites might serve as a participation gate that restricts you from submitting your response unless you have responded to them.

Would you like to accept the Bidder Agreement? [View Bidder Agreement](#)

☐ I accept the terms of this agreement.

☒ I do not accept the terms of this agreement.

Prerequisites

Name ↑

1 INTRODUCTION

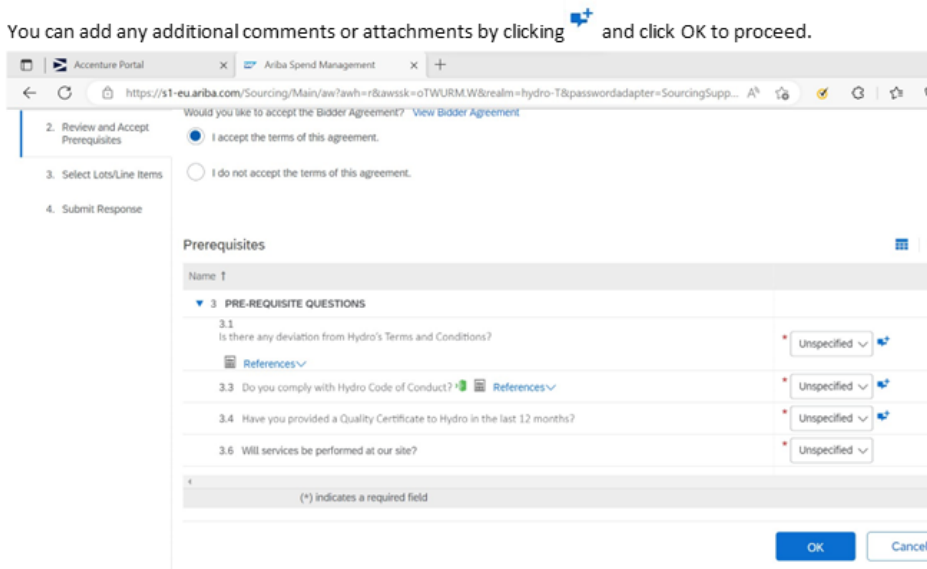
▼ 2 INSTRUCTIONS

For å sjekke bidder agreement, trykk på **“View Bidder Agreement”**.

Trykk på **I accept the terms of this agreement.**

Deretter, svar på Prerequisite Questions. Du kan se de relevante dokumentene under **References.**

You can add any additional comments or attachments by clicking  and click OK to proceed.



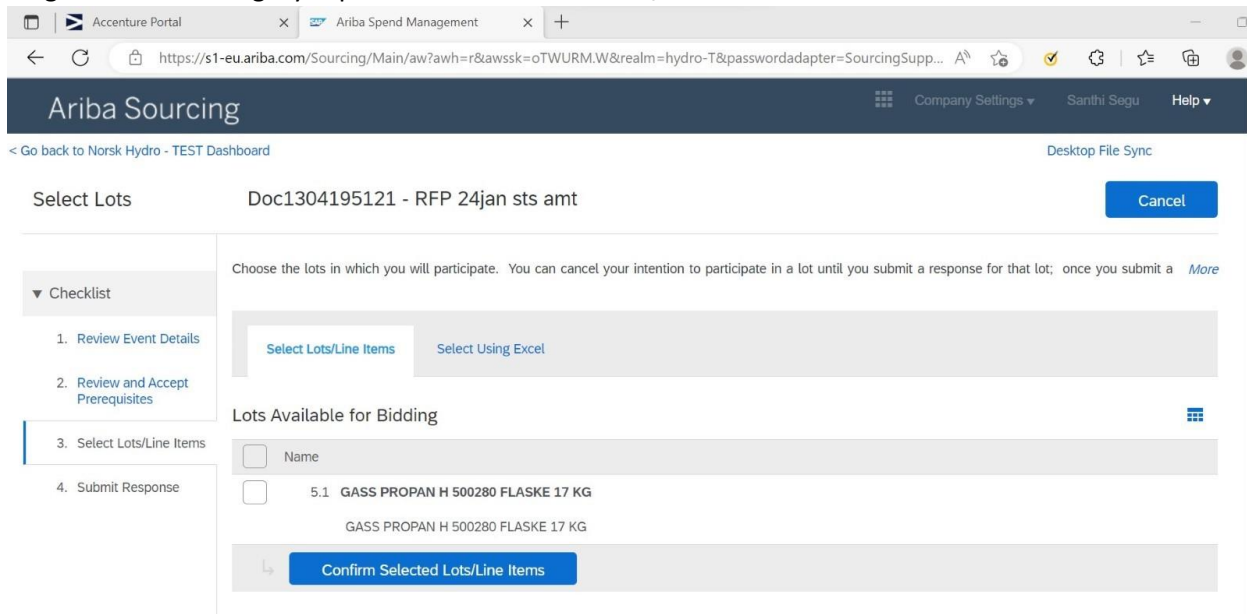
Name
3 PRE-REQUISITE QUESTIONS
3.1 Is there any deviation from Hydro's Terms and Conditions?
3.3 Do you comply with Hydro Code of Conduct?
3.4 Have you provided a Quality Certificate to Hydro in the last 12 months?
3.6 Will services be performed at our site?

(*) indicates a required field

OK Cancel

Steg 5: Nå må Leverandør velge Lots/Line Items for det tilbudet de vil gi.

Velg alle line items og trykk på **“Confirm Selected Lots/Line Items”** for å fortsette.



Ariba Sourcing

Company Settings Santhi Segu Help

< Go back to Norsk Hydro - TEST Dashboard Desktop File Sync

Select Lots Doc1304195121 - RFP 24jan sts amt Cancel

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 [More](#)

Select Lots/Line Items Select Using Excel

Checklist

- Review Event Details
- Review and Accept Prerequisites
- Select Lots/Line Items
- Submit Response

Lots Available for Bidding

Name
5.1 GASS PROPAN H 500280 FLASKE 17 KG
GASS PROPAN H 500280 FLASKE 17 KG

Confirm Selected Lots/Line Items

Steg 6: Nå må Leverandør skaffe Technical and Commercial Proposals.

De kan gjennomgå alt av innhold (Introduction, Instructions, Pre-requisite questions, Technical and Commercial Proposals) og gi responsene.

▼ Checklist

1. Review Event Details
2. Review and Accept Prerequisites
3. Select Lots/Line Items
4. Submit Response

▼ Event Contents

- All Content
- 1 INTRODUCTION
- 2 INSTRUCTIONS
- 3 PRE-REQUISITE QUESTI...
- 4 TECHNICAL PROPOSAL
- 5 COMMERCIAL PROPOSAL

All Content

Name ↑	Price	Quantity	Extended Price	Total Cost
▶ 1 INTRODUCTION				
▶ 2 INSTRUCTIONS				
▶ 3 PRE-REQUISITE QUESTIONS				
▼ 4 TECHNICAL PROPOSAL				
4.1 Please attach the Technical Specification	Attach a file			
▼ 5 COMMERCIAL PROPOSAL				
5.1 GASS PROPAN H 500280 FLASKE 17 KG	Less... *		NOK	5 bottle
GASS PROPAN H 500280 FLASKE 17 KG				
Lead Time (In Days):	*			
Supplier Part Id:				
EAN:				
Long Text:				

(*) indicates a required field

For eksempel, som vist i bildet nedenfor. Du kan legge til kommentarer dersom det er nødvendig.

Accenture Portal x Ariba Spend Management x +

https://s1-eu.ariba.com/Sourcing/Main/aw?awh=r&lawssk=oTWURM.W&realm=hydro-T&passwordadapter=Source...

Event Messages
Response History

▼ Checklist

1. Review Event Details
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- All Content
- 1 INTRODUCTION
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- 4 TECHNICAL PROPOSAL
- 5 COMMERCIAL PROPOSAL

COMMERCIAL PROPOSAL (Section 5 of 5) < Prev

Name ↑	Price	Quantity	Extended Price	Total Cost
▼ 5 COMMERCIAL PROPOSAL				
5.1 GASS PROPAN H 500280 FLASKE 17 KG	Less... *		NOK	5 bottle
GASS PROPAN H 500280 FLASKE 17 KG				
Lead Time (In Days):	*	7		
Supplier Part Id:				
EAN:				
Long Text:				
Comment:				
Material Group: 1209 Technical gases				
Order Unit:				

(*) indicates a required field

Submit Entire Response Update Totals Save draft Compose Message Excel Import

Merk – hvis du trenger å angi en supplier part number lenger enn 35 tegn, vennligst ikke bruk “supplier part ID”-feltet. I stedet, tast inn informasjonen i “Long text”-feltet. Dersom din part number er mindre enn 35 tegn, vennligst bruk “supplier part ID”-feltet.

SIMATIC 57-4 coupler 6ES71671J.B0000A0			
Price:		5.980.00 NOK	
Quantity: 2 Piece		2 Piece	
Extended Price:		10.960.00 NOK /VAT	
Lead Time (in Days):		196	
Supplier Part ID:		SIEMENS Simatic 57-4 coupler 6ES71671J.B0000A0	
Part:		ASU Hydro Aluminium Sumidai (ASU)	ASU Hydro Aluminium Sumidai (ASU)
EAN:			
Long Text:			
Comment:			
Material Code:			
Requested Delivery Date:		Thu, 23 Feb, 2023	

Steg 7: Trykk på “Submit Entire Response” for å sende inn responsen.

Steg 8: Leverandør kan alltid revidere responsen/tilbudene fram til arrangementet er **åpent**.

Etter innsending av responsen/tilbudet vil du få opp skjermen nedenfor.

For å revidere responsen din, kan du trykke på **“Revise Response”**-knappen.

Du kan sjekke arrangementstidspunkt i den fremhevede delen i bildet nedenfor.

The screenshot shows the Ariba Sourcing web application. The browser tabs include 'Accenture Portal' and 'Ariba Spend Management'. The address bar shows a URL from 's1-eu.ariba.com'. The page header includes 'Ariba Sourcing' and navigation links like 'Company Settings', 'Santhi Segu', 'Feedback', 'Help', and 'Messages'. Below the header, there's a console area with 'Doc1304195121 - RFP 24jan sts amt' and a 'Time remaining' timer at 01:05:38. A message states: 'You have submitted a response for this event. Thank you for participating.' A blue 'Revise Response' button is visible. The main content area is titled 'COMMERCIAL PROPOSAL' and shows a table with columns: Name, Price, Quantity, Extended Price, and Total Cost. The table lists a proposal for 'GASS PROPAN H 500280 FLASKE 17 KG' with a price of 100.00 NOK and a quantity of 5 bottle. Below the table, there are fields for 'Lead Time (In Days): 7', 'Supplier Part Id:', 'EAN:', 'Long Text:', 'Comment:', 'Material Group: 1209 Technical gases', and 'Order Unit:'. The left sidebar contains a 'Checklist' with steps: '1. Review Event Details', '2. Review and Accept Prerequisites', '3. Select Lots/Line Items', and '4. Submit Response'. Below the checklist is an 'Event Contents' section with links for 'All Content', '1. INTRODUCTION', '2. INSTRUCTIONS', and '3. PRE-REQUISITE QUESTI...'.

Console Doc1304195121 - RFP 24jan sts amt Time remaining 01:05:38

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

Revise Response

COMMERCIAL PROPOSAL (Section 5 of 5) Prev.

Name ↑	Price	Quantity	Extended Price	Total Cost
5 COMMERCIAL PROPOSAL			500.00 NOK	500.00 NOK
5.1 GASS PROPAN H 500280 FLASKE 17 KG Less...	100.00 NOK	5 bottle	500.00 NOK	500.00 NOK
GASS PROPAN H 500280 FLASKE 17 KG				
Lead Time (In Days):		7		
Supplier Part Id:				
EAN:				
Long Text:				
Comment:				
Material Group:		1209 Technical gases		
Order Unit:				

▼ Checklist

1. Review Event Details
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All Content

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2. INSTRUCTIONS
3. PRE-REQUISITE QUESTI...