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Ariba Supplier Guide

Bucharest, 2020

Value For Suppliers

Buyers and suppliers work together more efficiently and effectively on all the shared aspects of business commerce: proposals, contracts, orders, invoices, and payments. Doing so through Ariba Network can save a lot of time and money. To calculate the value, see our [ROI calculator](#).



Save Time



Lower Costs



Stay Organized



Increase Your Revenue



Receive Faster Payment



Satisfy Your Customer



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SAP Ariba Helps You...



Save Time

No need to send invoices per post/email

No need to confirm the orders via email/phone

No need to spend time for follows up for payment

64% reduction in manual intervention



Lower Costs

Reduce paper usage
Eliminate postage costs
Reduce costs associated with resources used to generate/rework the invoices

60% average reduction in operating costs



Stay Organized

Handle multiple customer relationships under one account

Enjoy the simple way to store PO'S and invoices

Get a better visibility into customers' spend

Use 'Search Filters' to find your document/s

Have the visibility into when you'll get paid and what for



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Increase Your Revenue

- Publish your Catalogs in front of thousand of potential buyers
- Become searchable as a supplier on Ariba Discovery
- Establish new customer relationships via Ariba Discovery

30% growth in existing accounts
35% growth in new business



Receive Faster Payment

- Help your invoice reach the correct contact in the approval flow
- Feel confident all order information is complete and accurate
- Prevent errors through system checks

62% decrease in late payments



Satisfy Your Customer

- Support your customer's strategic business plan
- Become a preferred supplier
- Simplify the communication process

15% increase in customer retention

Operational Excellence & Automation improves process value into the supply chain



Collaborate immediately with all trading partners

- Immediate access to online invoice creation tool
- Automation and catalog posting for your buyers in <8 weeks



Turn paper into efficient electronic transactions

- 75% faster deal closure
- 75% order processing productivity gains via cXML
- 80% increase in order accuracy through PunchOut



Catch errors and correct them – before they even happen

- 64% reduction in manual intervention



Track invoice and payment status online in real time and accelerate receivables

- 62% decrease in late payments
- 68% improvement in reconciling payments



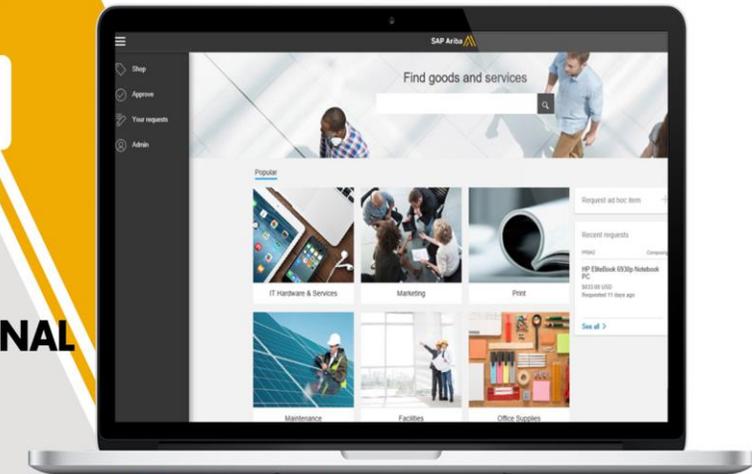
See opportunities you're missing and have the ability to trade globally

- 15% increase in customer retention
- 30% growth in existing accounts
- 35% growth in new business

WELCOME

SAP Ariba

THE NEW SOURCE-TO-PAY PLATFORM IN KMG INTERNATIONAL



SAP Ariba Supplier Mobile App



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Business Insights

PO Trending
Invoice aging
PO and invoices by customer

Work on-the-go

Confirm PO
Pin important documents for later



Real-time Alerts

View network activity
Receive push alerts for business
Critical events

Monitor Key Activity

View PO and invoice information
Search for Po and invoices
using HANA

Account Setup

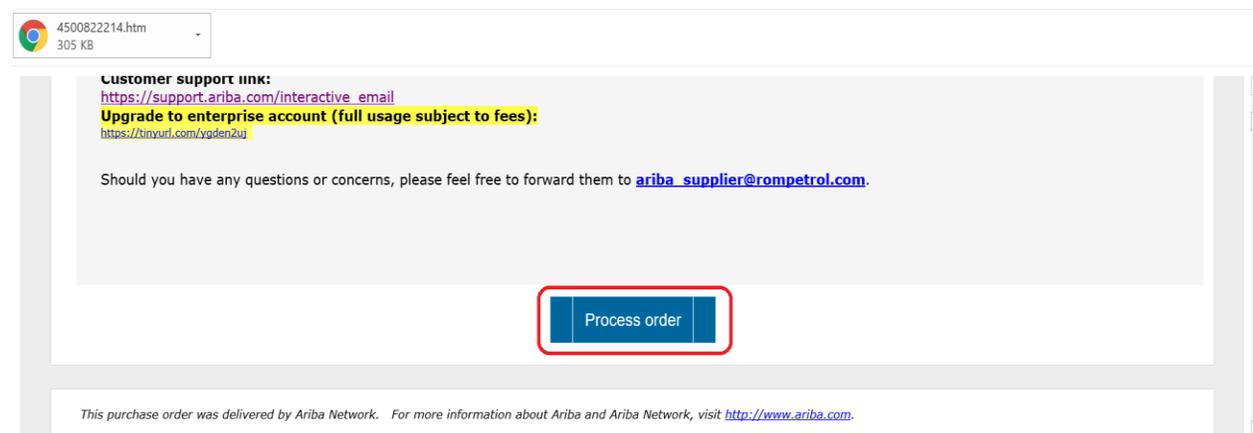
How to set up an Ariba Account

The purpose of this guide is to assist suppliers into creating and setting up their Ariba Account, so that they can successfully start transacting with KMG Rompetrol.

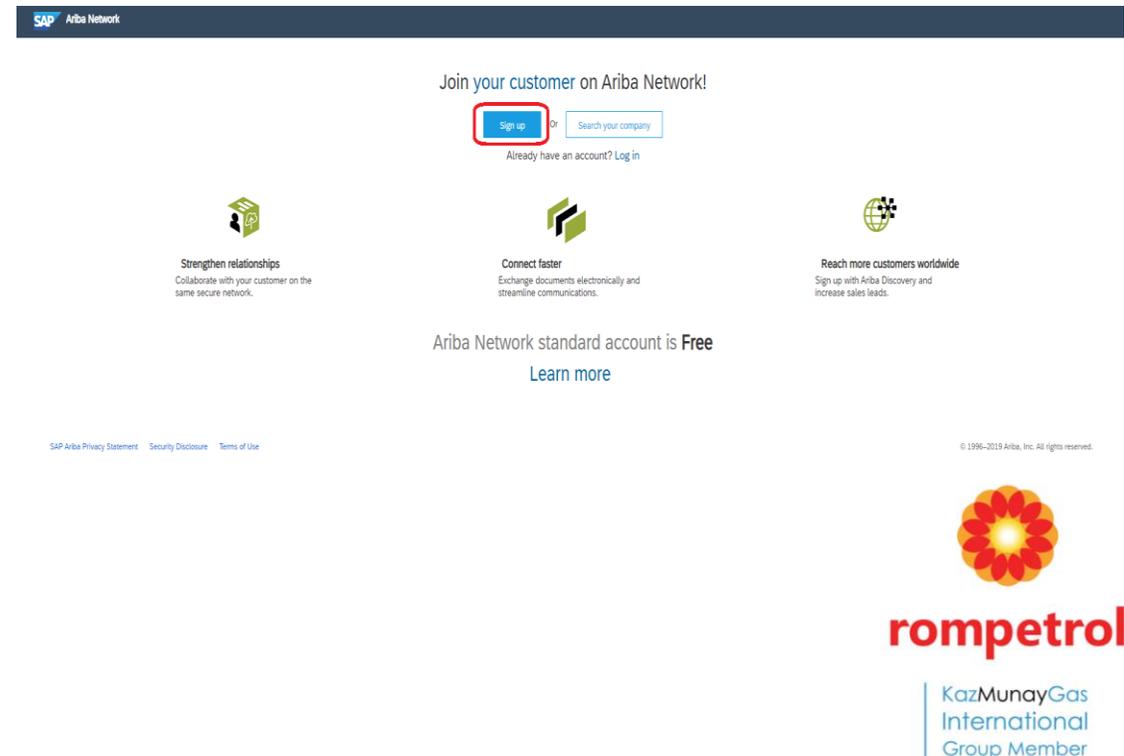
Please use this document as guidance, because setting up the Ariba Network Supplier Account will vary from supplier to supplier.

Step 1: Ariba account registration

1.1. To begin the account registration process, press the “**Process Order**” button in the **Purchase Order E-mail** you have just received from Rompetrol. You will then be redirected to the Ariba Network Website.



1.2. If you don't have an Ariba account, press the “**Sign Up**” button. If you already have an existing Ariba account, you can login and skip the Account Registration process.



How to set up an Ariba Account

1.3. Fill in the required information to register your Ariba Account, afterwards click the **“Register”** button.

SAP Ariba Network

Register

Company information

** Indicates a required field*

Company Name:* **1. Enter your company name**

Country:* Romania [ROU] **2. Select the Country; Enter the Company Legal Address; Enter the Postal Code and City; Select the State**

Address:* Line 1
Line 2

Postal Code:*

City:*

State: Select

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.

User account information

** Indicates a required field*

Name:* First Name Last Name **3. Enter your First and Last Name**

Email:* **4. Enter the company E-mail Address**

Use my email as my username

Username:* **5. Enter an Username for your account. The username must be in an E-mail format (e.g. email@company.com) You can use the same Username as the Company e-mail you submitted above**

Password:* Enter Password **6. Enter the password for your Ariba account**

Repeat Password



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Step 2. Account Setup

2.1. Setup your Company Profile.

Click on **"Company Settings -> Company Profile"**

The screenshot shows the SAP Ariba Network interface. The top navigation bar includes 'Home', 'Inbox', 'Outbox', 'Catalogs', 'Reports', and 'Messages'. Below this, there are filters for 'Orders and Releases', 'All Customers', and 'Order Number'. A main section titled 'Orders, Invoices and Payments' displays various metrics: 'New Purchase Orders', 'Orders to Confirm', 'Orders that Need Attention', 'Collaboration Requests', and 'Invoices'. A dropdown menu is open, showing 'Company Profile' highlighted with a red box. Other menu items include 'TestSupplier10000031...', 'ANID: AN01465141329-T', 'NETWORK SETTINGS', 'ACCOUNT SETTINGS', 'Customer Relationships', 'Users', 'Notifications', 'Application Subscriptions', 'Account Registration', and 'View All'. The bottom of the page features the SAP logo and the slogan 'THE BEST RUN'.

First, fill in your **Basic** Company Profile (mandatory fields are marked with an asterisk). The more complete a profile, the higher the likelihood of increasing business with existing and prospective customers.

The screenshot shows the 'Company Profile' form in SAP Ariba Network. The form is divided into several tabs: 'Basic', 'Business', 'Marketing', 'Contacts', 'Certifications', and 'Additional Documents'. The 'Overview' tab is active. The form contains several fields with asterisks indicating they are mandatory: 'Company Name', 'Other names, if any', 'NetworkId', 'Short Description', 'Website', 'Public Profile', 'Privacy Statement', 'Address 1', 'Address 2', 'Postal Code', 'City', 'State', and 'Country'. A red box highlights the 'Company Name' field with the text 'Fill in your Company Name'. Another red box highlights the 'Address 1' field with the text 'Fill in the Company Address. The Company Address, Postal Code, City and Country are mandatory fields!'. A third red box highlights the 'Country' field with the text '* Select Country first and then you can select the City, based on the Country you have selected'. The form also includes a 'Save' button and a 'Close' button. On the right side, there are sections for 'Public Profile Completeness' (100%), 'Share Your Public Profile', and 'View Public Profile'.

Click **"Save"** when finished.

2.2. Fill in your **Business** Company profile.



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Company Profile

Basic Business Marketing Contacts Certifications Additional Documents

* Indicates a required field

Business Information

Year Founded:

Number of Employees:

Annual Revenue:

Stock Symbol:

Financial Information

Supplier Legal Form:

Penalty Information:

Supplier Company Capital: **Fill in your Company Capital.**

Discount Information:

Commercial Identifier: **Fill in your Company Commercial Identifier**

Commercial Credentials:

D-U-N-S® Number:

Global Location Number:

Public Profile Completeness: 100%

Share Your Public Profile

Click here to get your Ariba badge.

View Public Profile

Profile Visibility Settings

Search...

How do I update expiring profile information?

Do I need a DUNS number?

How do I pick the best Product and Service Categories for my company?

Company profile fields

How do I delete my account?

How do I update my company's D-U-N-S number?

How do I complete my customer requested profile?

How do I upload a logo to my company profile?

Why can't I find an event?

How to update your company profile

Does my public profile have to be 100% to use Ariba?

How to translate customer.

View more

Top 5 FAQs

Documentation Support

Tax Information

Tax Classification:

Taxation Type:

Tax ID: Do not enter dashes **Fill in your Tax ID so it will appear on the Invoice**

State Tax ID: Do not enter dashes

Regional Tax ID: Do not enter dashes

Vat ID: **Check the "VAT Registered" check-box**

VAT Registered

VAT Registration Document: <No document> Upload

Tax Clearance

Tax Clearance Number:

Tax Clearance Document: <No document> Upload

Tax Clearance Expiry Date:

Click **“Save”** when finished.



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2.3. Setup you Bank Account information = Click on "Company Settings -> Remittances"

Click on "Create" to create a new Remittance Address

The screenshot shows the Rompetrol system interface. On the left, a navigation menu is open, with 'Remittances' highlighted under 'ACCOUNT SETTINGS'. The main area displays the 'EFT/Check Remittances' page. At the top, there is a table with columns: Address, City, State, Country, and Default. Two rows are visible: one for BACX and one for IBANxxxxxx, both for Constanza, Romania. Below the table are 'Edit', 'Delete', and 'Create' buttons. The 'Create' button is highlighted with a red box. Below the table is the 'Edit Remittance Address / Payment Info' form. The form includes a warning: 'Do not enter personal bank account information. Enter only corporate bank details.' and a note: '* Indicates a required field'. The 'Remittance Address' section contains several fields: 'Address 1:*' (Unicredit Bank SA), 'Address 2:' (Bulevardul Tomis, nr. 132), 'Postal Code:*' (12345), 'City:*' (Constanta), 'State:' (Constanța [RO-CT]), 'Country:*' (Romania [ROU]), and 'Contact:' (Select contact). There are also checkboxes for 'Make this address default' and 'Factoring Service'. At the bottom, the 'Remittance ID Assignment' section shows 'Customer' (KMG Rompetrol SRL - TEST) and 'Remittance ID' (RO52BACX0000000281205000). A checkbox 'Include Bank Account Information in invoices.' is checked. A search sidebar is visible on the right.

Address	City	State	Country	Default
<input type="radio"/> BACX	Constanza		Romania	No
<input type="radio"/> IBANxxxxxx	Constanza		Romania	Yes

Remittance Address

Address 1:* Unicredit Bank SA **Enter the Bank Name and Address**

Address 2: Bulevardul Tomis, nr. 132 **Enter the Bank Name and Address**

Postal Code:* 12345 **Enter the Bank Postal Code**

City:* Constanța **Enter the City**

State: Constanța [RO-CT] **Select the state from the drop-down menu (correct state will be available after you select the Country)**

Country:* Romania [ROU] **Select the Bank Country**

Contact: Select contact

Make this address default

Factoring Service ⓘ

Remittance ID Assignment

Customer	Remittance ID
KMG Rompetrol SRL - TEST	RO52BACX0000000281205000

Include Bank Account Information in invoices. **Check the box to include the Bank Info in the Invoices**



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Preferred Payment Method: **Select Preferred Payment Method to "Wired"**

ACH

Account Name:

Account #:

Confirm Account #:

Account Type:

ABA: US Bank Only

Confirm ABA: US Bank Only

Bank Name:

Branch Name:

WIRE TRANSFER

Beneficiary Bank		Corresponding Bank
Account Name: <input type="text" value="Bank1"/>		Account Name: <input type="text"/>
Account #: <input type="text" value="000000281205000"/>	Enter the Bank Account Name and Bank Account Number	Account #: <input type="text"/>
Confirm Account #: <input type="text" value="000000281205000"/>		Confirm Account #: <input type="text"/>
Account Type: <input type="text" value="Checking"/>		Account Type: <input type="text" value="Select account type"/>
SWIFT Code <input type="text" value="BACXROBU"/>	Select "SWIFT Code" in the drop-down and fill in the Bank SWIFT code	Select bank id <input type="text"/>
Confirm SWIFT Code: <input type="text" value="BACXROBU"/>		Confirm Bank Id: <input type="text"/>
IBAN: <input type="text" value="RO52BACX000000281205000"/>	Enter the IBAN	Bank Name: <input type="text"/>
Bank Name: <input type="text" value="Unicredit Bank SA"/>	Enter Bank Name	Branch Name: <input type="text"/>
Branch Name: <input type="text" value="Sucursala Tomis Constanta"/>	Enter Bank Branch Name	Address 1: <input type="text"/>
Address 1: <input type="text" value="Bulevardul Tomis, nr. 132"/>	Enter Bank Address	Address 2: <input type="text"/>
Address 2: <input type="text"/>		Address 3: <input type="text"/>
Postal Code: <input type="text" value="12345"/>	Enter Bank Postal Code	Address 4: <input type="text"/>
City: <input type="text" value="Constanta"/>	Enter Bank City name	City: <input type="text"/>
State: <input type="text" value="Constanța [RO-CT]"/>	Select State in the drop-down (correct state will appear after the Country is chosen)	State: <input type="text" value="Select"/>
Country: <input type="text" value="Romania [ROU]"/>	Enter Bank Country	Postal Code: <input type="text"/>
Country: <input type="text" value="Romania [ROU]"/> Area: <input type="text"/> Number: <input type="text"/>		Country: <input type="text" value="United Kingdom [GBR]"/>
Bank Phone: <input type="text" value="ROU 40"/> <input type="text"/> <input type="text"/>		Country: <input type="text" value="United Kingdom [GBR]"/> Area: <input type="text"/> Number: <input type="text"/>
		Bank Phone: <input type="text" value="ROU 40"/> <input type="text"/> <input type="text"/>

Click "OK" when finished and your Remittance Address will be saved

How to set up an Ariba Account

Setup the Preferred Language to Romanian= This is mandatory so that Invoices will be issued in Romanian language, which represents a Legal requirement.

To setup the Language to Romanian, go to “Account Settings” -> “My Account”

My Account

Account Settings

* Indicates a required field

Account Information

Username:* test-TUser@test.com
Change Password

Email Address:* test@email.com

First Name:* Supplier

Middle Name:

Last Name:* TUser
Personal Information Change Log

Business Role: Customer Service

Preferences

Preferred Language: Romanian
Select "Romanian" in the "Preferred Language" drop-down.

Preferred Timezone:* Europe/Bucharest
Select Preferred Timezone (e.g. Europe/Bucharest)

Default Currency:* New Romanian Leu
Select Currency
Select Default Currency (e.g. Romanian Leu)

Allow Me to Save Filter Preferences in the Inbox/Outbox

Click “**Save**” when finished.



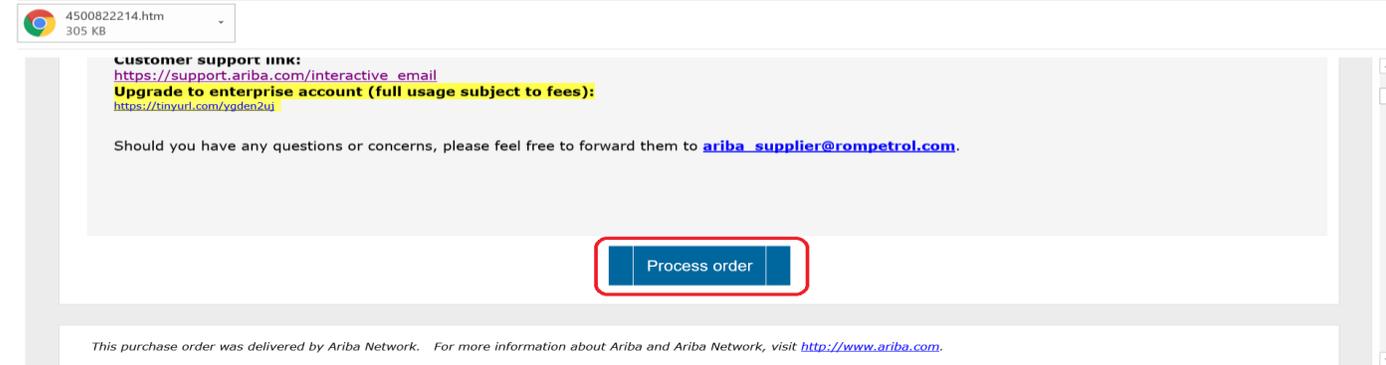
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Create Invoice

This guide will show how to create submit an Invoice to a Purchase Order.

Step 1: Click on Process Order button in the Purchase Order E-mail you have received from Rompetrol.



Step 2: Enter Supplier username and password to login to your Ariba Network Account.

Step 3: Click on Create Invoice -> Standard Invoice :

A screenshot of the Ariba Network Supplier portal. The browser address bar shows 'service.ariba.com/Supplier.aw/125010065/aw?awh=r&awssk=33KIB8UK'. The page header includes 'Ariba Network' and 'Help Center >>'. The main content area displays 'Purchase Order: 4500694988' with a 'Done' button. A navigation bar contains 'Create Order Confirmation', 'Create Service Sheet', and 'Create Invoice'. The 'Create Invoice' dropdown menu is open, showing options: 'Standard Invoice', 'Credit Memo', and 'Line-Item Credit Memo'. Below this, there are tabs for 'Order Detail' and 'Order History'. The 'Order Detail' tab is active, showing 'From:' information for Rominserv SRL and 'To:' information for KMG Rompetrol SRL - TEST. A 'Purchase Order' summary is shown on the right, including the order number and amount. At the bottom, there are 'Payment Terms' and 'Contact Information' sections, along with routing status and related documents.



This guide will show how to create submit an Invoice to a Purchase Order.

Step 4: Enter Header information such as Invoice number, Invoice date, Service Description, Supplier Tax ID. Select the Remittance Address from the Remit To drop-down:

Ariba Network Help Center >>

Create Invoice Update Save Exit Next

▼ Invoice Header * Indicates required field Add to Header ▼

Summary

Purchase Order: 4500694988
Invoice #:

Invoice Date: 6 Sep 2019

Service Description:

Supplier Tax ID:

Remit To: Bd. Poligrafiei ▼

Bucuresti
Romania
Bill To: Rominserv SRL
Bucuresti
10
Romania

Subtotal: 2,400.00 RON
Total Tax: 0.00 RON
Amount Due: 2,400.00 RON

[View/Edit Addresses](#)

Step 5: Make sure the payment term is correct and add additional information in Additional Fields if required.

Payment Term

Net Term(days): 30 Add Discount/Penalty Term

Additional Fields

Information Only. No action is required from the customer.

Supplier Account ID #:

Customer Reference:

Supplier Reference:

Payment Note:

Supplier: TestSupplier10000031 - TEST
Bucuresti
Romania

Bill From: TestSupplier10000031 - TEST
Bucuresti
Romania

Tax paid through a Tax Representative

Service Start Date:

Service End Date:

Choose Address: Rompetrol Rafinare SA
Customer: Rompetrol Rafinare SA
Navodari
RO1860712
Romania

Email:

[View/Edit Addresses](#)

[View/Edit Addresses](#)



This guide will show how to create submit an Invoice to a Purchase Order.

Choose Address: KMG Rompetrol Services Center SRL

Customer:

Billing Address: Byron Shipping SRL

Billing Address: I.M. Rompetrol Moldova S.A.

Billing Address: KMG Rompetrol Services Center SRL

Email:

Billing Address: KMG Rompetrol SRL

Billing Address: Midia Marine Terminal

Billing Address: Oilfield Exploration Business Solutions

Billing Address: Rominsery SRL

Billing Address: Romoil S

Billing Address: Rompetrol Bulgaria

Billing Address: Rompetrol Downstream SRL

Customer VAT

Customer VAT/Tax ID:*

Search more

Please make sure to click and select the correct Rompetrol billing address in the Choose Address drop-down menu. This is mandatory to ensure that the correct Rompetrol billing information will appear on the Invoice:

Step 6: Scroll down and enter *mandatory information: Supplier VAT/Tax ID (e.g. RO12345678), Supplier Commercial Identifier (e.g. J40/123456/2000), Supplier Legal Form (e.g. SRL), Supplier Company Capital (e.g. 600)

Supplier VAT

Supplier VAT/Tax ID:*

Supplier Commercial* Identifier:

Supplier Commercial Credentials:

VAT IBAN:

Customer VAT

Customer VAT/Tax ID:*

Supplier Legal Form:*

Supplier Company* Capital:



This guide will show how to create submit an Invoice to a Purchase Order.

Step 7: Scroll down, and in the Line Item section select your item you want to flip and click on Line Item Actions button

Line Items 1 Line Items, 1 Included, 0 Previously Fully Invoiced

Insert Line Item Options

Tax Category: 19% VAT / TVA 19% Discount [Add to Included Lines](#)

<input checked="" type="checkbox"/>	Include	Type	Part #	Description	Customer Part #	Quantity	Unit	Unit Price	Subtotal
▶	00010			rep.conducte tehnologice si constructii					

↳ [Line Item Actions](#) [Delete](#)

Tax

Category: * 19% VAT / TVA 19%

Location:

Description: TVA 19%

Regime:

Date Of Pre-Payment:

Law Reference:

Taxable Amount: 2,400.00 RON [Remove](#)

Tax Rate Type:

Rate(%): 19

Tax Amount: 456.00 RON

Exempt Detail: (no value)

Date Of Supply: * 6 Sep 2019

Triangular Transaction

↳ [Line Item Actions](#) [Delete](#)

Step 8: Select Tax from the dropdown list:

Line Items 1 Line Items, 1 Included, 0 Previously Fully Invoiced

Insert Line Item Options

Tax Category: 19% VAT / TVA 19% Discount [Add to Included Lines](#)

<input checked="" type="checkbox"/>	Include	Type	Part #	Description	Customer Part #	Quantity	Unit	Unit Price	Subtotal
▶	00010			rep.conducte tehnologice si constructii					

↳ [Edit](#) [Delete](#)

- Tax**
- Shipping Documents
- Special Handling
- Pricing Details
- Discount
- Comments
- Attachment

[Update](#) [Save](#) [Exit](#) [Next](#)

SAP Ariba [Help](#) [Feedback](#) [Terms of Use](#) © 1996–2019 Ariba, Inc. All rights reserved.

Step 9: Check the Tax Rate and Amount and press Next button:

This guide will show how to create submit an Invoice to a Purchase Order.

Step 10: A message for invoice confirmation will be displayed. Press Submit button:

The screenshot shows the 'Create Invoice' confirmation screen in the Ariba Network interface. At the top, there are navigation buttons: 'Previous', 'Save', 'Submit', and 'Exit'. Below these, a confirmation message states: 'Confirm and submit this document. It will be electronically signed according to the countries of origin and destination of invoice. The document's originating country is: Romania. The document's destination country is: Romania. If you want your invoices to be stored in the Ariba long term document archiving, you can subscribe to an archiving service. Note that you will also be able to archive old invoices once you subscribe to the archiving service.'

Below the message, the 'Standard Invoice' details are displayed:

Invoice Number: INV4500694988-1	Subtotal: 2,400.00 RON
Invoice Date: Friday 6 Sep 2019 1:45 PM GMT+03:00	Total Tax: 456.00 RON
Original Purchase Order: 4500694988	Amount Due: 2,856.00 RON

The 'REMIT TO:' section lists: KMG Rompetrol SRL - TEST, Romania, Tax ID of Supplier: RO123234.

The 'BILL TO:' section lists: Rominserv SRL, Romania, Address ID: RO26.

The 'SUPPLIER:' section lists: KMG Rompetrol SRL - TEST, Romania, Legal Form: SRL, Company Capital: 450,000.00 RON.

Step 11: Click on Exit invoice creation

The screenshot shows the 'Purchase Order' details screen for PO number 4500694988. The 'Create Invoice' button is highlighted. The 'From:' section lists Rominserv SRL. The 'To:' section lists KMG Rompetrol SRL - TEST. The 'Purchase Order' summary shows: (+ Partially Invoiced) 4500694988, Amount: 8,400.00 RON (Previous Version).

The 'Payment Terms' section shows: 0.000% 30, Platibil in 30 zile calendaristica.

The 'Contact Information' section lists: Supplier Address NOVO TECH SA, Str. LIBERT??II 21, 345654 CLUJ NAPOCA, 14.

The 'Routing Status' is 'Acknowledged'. The 'Related Documents' section shows: INV4500694988-1, SE34500694988-1, and OC4500694988.

Step 12: Purchase Order status changes to (Invoiced/Partially Invoiced). Invoice number is displayed in Related Documents section:



For Standard Account users, a copy of the Invoice will be sent to your E-mail address. It is recommended that you save a copy of the Invoice to have it for your reference, should you lose the e-mail notification.



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Invoice INV4500694988-1 has been submitted.

- [Print a copy of the invoice.](#)
- [Exit invoice creation.](#)

Registration Questionnaire

This guide will show how to fill in a Registration Questionnaire

Supplier receives email to register

Invitation: Register to become a supplier with KMG Rompetrol - TEST

GD Gabriela Draghici <s4system-prodeu+kmgrom| To ● Draghici, Gabriela vineri 27.09.2019 15:58

Click here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message.



Register as a supplier with KMG Rompetrol - TEST

Hello!

Gabriela Draghici has invited you to register to become a supplier with KMG Rompetrol - TEST. Start by creating an account with Ariba Network. It's free.

KMG Rompetrol - TEST uses Ariba Network to manage its sourcing and procurement activities and to collaborate with suppliers. If Test RS4 already has an account with Ariba Network, sign in with your username and password.

[Click Here](#) to create account now

Supplier contact receives the invite registration by email.





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Supplier logs in or creates new Ariba account

Bun venit, Test RS4_GD test

Aveți o întrebare? Faceți clic aici pentru a consulta un ghid de inițiere rapidă.

Înregistrați-vă ca furnizor pentru KMG Rompetrol SRL - TEST în SAP Ariba.

KMG Rompetrol SRL - TEST folosește SAP Ariba pentru a gestiona activitățile de aprovizionare.

Creați un cont de furnizor SAP Ariba și gestionați-vă răspunsurile la activitățile de aprovizionare cerute de KMG Rompetrol SRL - TEST.

Înscriere

Aveți deja cont?

Conectare

Despre Ariba Network

If the supplier has an existing account, he should select **Conectare**

If the supplier does not have an existing account, he should select **Înscriere**



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Information required upon Supplier Account Creation if is not a valid account created

Creare cont

Mai întâi, creați un cont de furnizor SAP Ariba, apoi completați chestionarele cerute de către KMG Rompetrol SA

Informații despre companie

Denumirea companiei: *

Țară: *

Adresă: *

Cod poștal: *

Oraș: *

Stat:

Informații despre contul de utilizator

Nume: *

E-mail: *

Utilizează-mi e-mailul ca nume de utilizator

Nume utilizator: *

Parola: *

Limbă:

Trimitere comenzi prin e-mail către: *



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Ariba's Supplier registration questions

Oferiți-ne mai multe detalii despre afacerea dvs.

Categorii de produse și servicii:*

Locuri de livrare sau prestare a*
serviciilor:

Cod fiscal:

Nr. de TVA:

Număr DUNS:

After the supplier creates the account, he will be directed to the Registration Questionnaire

Doc289821430 - Chestionar privind înregistrarea furnizorilor ⌚ Timp rămas
27 zile 04:56:39

Tot conținutul

Nume ↑

▼ 1 General Information

1.1 Supplier Full Legal Name	<input type="text" value="Test RS4"/>
1.2 Other names/also known or operating under(1)	<input type="text"/>
1.3 Other names/also known or operating under(2)	<input type="text"/>
1.4 Other names/also known or operating under(3)	<input type="text"/>

1.5 Address

*
Stradă:
Oraș: *
Stat/Provincie/Regiune:
Cod poștal: *
Țara: *

Supplier Name Limited to 35 Characters- has option to use other names fields.



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Bank Question for supplier that have fiscal address outside Romania

▼ 2 Supplier Code of Conduct

2.1 Please take note of Rompetrol Suppliers Code of Conduct Document [supplier_code_of_conduct_en.pdf](#)

2.2 Do you agree with our Supplier Code of Conduct? * Unspecified ▼

2.3 Attach your own Code of Conduct document Attach a file

▼ 3 GDPR

3.1 GDPR [INFORMATION NOTE ON GDPR.docx](#)

▼ 4 Supporting Documents

4.1 Please attach the Bank Statement. xAttach a file

4.2 Please attach the Registration Certificate xAttach a file

Supplier must agree to the Supplier code of conduct and has possibility to attach their own code of conduct.

Supplier must take note of GDPR Information.

▼ 5 Financial Information

5.1 Bank Account Adăugare Bank Account Details (1)

5.2 TAX ID Number Adăugare TAX ID Number (0)

(*) indică un câmp obligatoriu

Transmitere răspuns întreg | Salvare schiță | Compunere mesaj | Import Excel

Supplier must click here to open be able to add Bank and Tax details.

- Bank and Tax questions are added in repeatable sections. The questionnaire shows an initial instance of the repeatable section and its content; respondents can then add as many repetitions as they need.
- Suppliers must provide an answer for Country, Bank ID, and either IBAN number or both Bank key/ABA routing number and Account number.
- SAP Ariba Supplier Management solutions validates Bank Account answers to ensure that there are values present in mandatory fields. There is no other validation (for example, for syntax, or to verify that the bank account exists).

Supplier must attach a bank statement and a registration certificate.

Supplier Registration

Rompetrol's Registration Questionnaire - Bank Question

Bank Account Details #1 Ștergere

* Tip de bancă:

Codul băncii:

Țara:

Nume:

Sucursala băncii:

Stradă:

Oraș:

Stat/Provincie/Regiune:

Cod poștal:

Numele deținătorului de cont:

Cheie bancă/Număr de dirijare ABA:

Numărul contului:

Număr IBAN:

Cod SWIFT:

Tip de cont bancar:

Bank Account Details

(*) indică un câmp obligatoriu

Adăugare Bank Account Details

Suppliers can add multiple bank accounts.



rompetrol

KazMunayGas
International
Group Member

Bank Question for supplier that have fiscal address in Romania

▼ 5 Financial Information

5.1 Bank Account [Adăugare Bank Account Details \(1\)](#)

5.2 TAX ID Number [Adăugare TAX ID Number \(0\)](#)

(*) indică un câmp obligatoriu

Transmitere răspuns întreg | Salvare schiță | Compunere mesaj | Import Excel

Supplier must click here to open be able to add Bank and Tax details.

Tax Question

Tot conținutul > 5.2 TAX ID Number

TAX ID Number (1)

Nume ↑	
▼ TAX ID Number #1	Ștergere
TAX ID Number	<input type="text"/>

(*) indică un câmp obligatoriu

Adăugare TAX ID Number

Suppliers can add multiple tax accounts.

- Bank and Tax questions are added in repeatable sections. The questionnaire shows an initial instance of the repeatable section and its content; respondents can then add as many repetitions as they need.
- Suppliers must provide an answer for Country, Bank ID, and either IBAN number or both Bank key/ABA routing number and Account number.
- SAP Ariba Supplier Management solutions validates Bank Account answers to ensure that there are values present in mandatory fields. There is no other validation (for example, for syntax, or to verify that the bank account exists).



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Thank you!