SUPPLIER INFORMATION PORTAL

Introduction and Overview

Dear Supplier,

Welcome to MOL Group Supplier Information Portal! This portal provides information for all suppliers that are conducting business with MOL Group via the Ariba Network (AN). Your customer selected SAP Ariba as their electronic transaction provider and will use the Ariba Network to exchange business documents with suppliers, including purchase orders, purchase order confirmations.
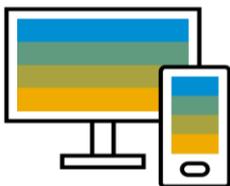
What information are you looking for?

Welcome to Ariba Network
- Getting Started
- Useful links

Pricing for suppliers
How much does it cost to use Ariba Network?

Supplier Education & Support
Access guides, videos tutorials and support from our team

Go further with Ariba Network
- Ariba Discovery
- Catalogs
- ERP Integration

Welcome to Ariba Network!

Welcome aboard! The Ariba Network is the leading business network with over two million trading partners in 190 countries transacting more than 1 trillion USD annually. Join the Ariba Network to transact electronically with your customers and find new business opportunities.

First, check out our videos to learn more about the value Ariba Network offers to sellers:
- Ariba Network for Suppliers
- Sell simple with SAP Ariba

Getting started
- **Register on the Ariba Network.** Follow the instructions and use the activation link from the *Trading Relationship Request* email communication, received from ordersender-prod@ansmtp.ariba.com. Please contact our team in case you have not received this email.
- **Configure your Ariba account.** Ensure that your account is configured according to the business needs occurring between your company and your customer. Refer to the Supplier Education Guides for more information.
- **Review training materials.** Located below you will find MOL Group training materials to assist you with the tasks listed above. You will be invited to attend a training in the coming weeks if you need more help with these processes.

Account Access
- Login to the Ariba Network: http://supplier.ariba.com

Useful Links
Ariba Network Terms of Use
General Data Protection Regulation (GDPR)
SAP Trust Center
Legal Disclosure

Supplier Fee Schedule

As a supplier, you may use the Ariba Network at no cost unless you 1) transact 5 or more documents **and** 2) cross the transaction volume threshold of EUR 43.250 in at least one customer relationship annually.

Once you become chargeable, there are two components to the Supplier Fee Schedule: the **Transaction Fees** and the **Subscription Fees**. These fees will be billed by and payable to SAP Ariba.
With higher subscription levels, the features and benefits expand to help you drive more sales, collaboration, automation, and competitive differentiation through:
- value-added functionality
- commerce management tools and training
- catalog and connectivity solutions
- technical support
- increasing free usage of Ariba Discovery

For more information and more currencies, please go to the Supplier Fee Schedule website, and check out the regional pricing.

Supplier Education & Support

Ariba User Community
Community is an interactive help center situated in the right-hand side window wherever you are on your supplier account. Its content is adapted to the page on which you are working so it displays the most relevant tutorials, articles and FAQ's for direct help. To close/open the window, click on **Help Center**.

Ariba Network for Sellers live demos
Ariba offers online training sessions:
- **Introduction to Ariba Network, Ariba Network Functional Demo, and more**: Register here for these live, interactive demo sessions held multiple times per month.

Supplier Education Guides
The following manuals contain compulsory instructions and tips on the management of your Ariba Network account when transacting with MOL Group
- Quick Start Guide
- Complete User Guide

Ariba Video Tutorials

- Overview of Ariba Network
- Enablement Training Videos
    - Create and Configure your Supplier Account
    - Transact on the Ariba Network
- Send an order confirmation

Supplier Support

During your onboarding on the Ariba Network
- **Ariba Network Enablement Support**
  Please contact joinMOLGroup@ariba.com for any questions regarding registration, configuration, Fee schedule, or general Ariba Network questions.

- **Business Process Support**
  Please contact the MOL Group Supplier Enablement team at ariba@molgroup.info for business-related questions.

After your first successful transaction
If you need assistance after having successfully submitted your first electronic transaction, please contact our Support Team:
1. Click on *Support* at the bottom of the *Help Center*.
2. Search for any topic you would like to know more about or click on *Get help by phone* if you need immediate help.
3. If none of the articles answers your query, click on *Create Online Service Request* button.
4. Completely fill out the web form and submit.

Go further with your Ariba Network account

Ariba Discovery

Ariba Discovery is the business matchmaking service that helps you find leads among thousands of large companies on the Ariba Network. Every day, thousands of buyers from the world's leading companies use this buyer-seller matching service while sourcing goods and services. After your registration, you're automatically notified whenever a buyer is looking for the kind of products or services you offer.

Ariba Discovery can help you increase sales by:

- Matching you with buyers that want what you offer
- Automatically sending you high quality leads
- Making your bidding process more efficient
- Helping you comply with companies' purchasing processes
- Boosting awareness among your target customers

Go to https://www.ariba.com/ariba-network/ariba-network-for-suppliers/selling-on-ariba-network/sap-ariba-discovery to discover new business opportunities.

Thank you for using Ariba Network!

SAP Ariba ⋀⋀

SAP ® **Run Simple**