

**Обучающее руководство
по пользованию приложением
Ariba E-Auction
для поставщиков
Параллельный аукцион**

Honeywell

1. Ariba. Настройка учетной записи поставщика

2. Предварительная/Prebid фаза.

Предварительной суммой считается предложение цены, которое вы указали в коммерческом предложении.

3. Электронный аукцион.

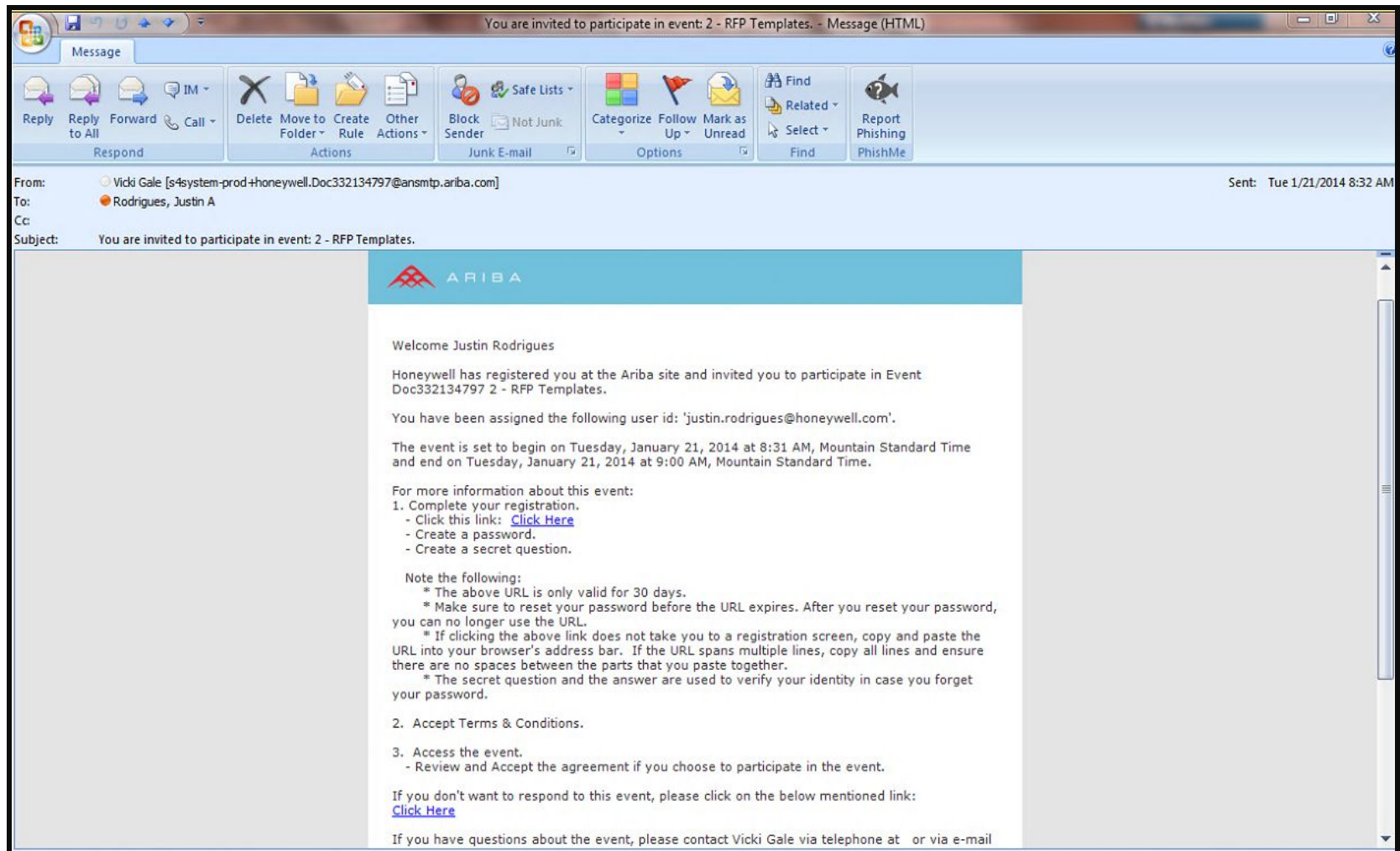
На этом этапе поставщики соревнуются друг с другом, предлагая самые выгодные цены.

4. Важная информация

1. Ariba для поставщиков. Настройка учетной записи

Обучение пользованию приложением Ariba для поставщиков. Настройка учетной записи

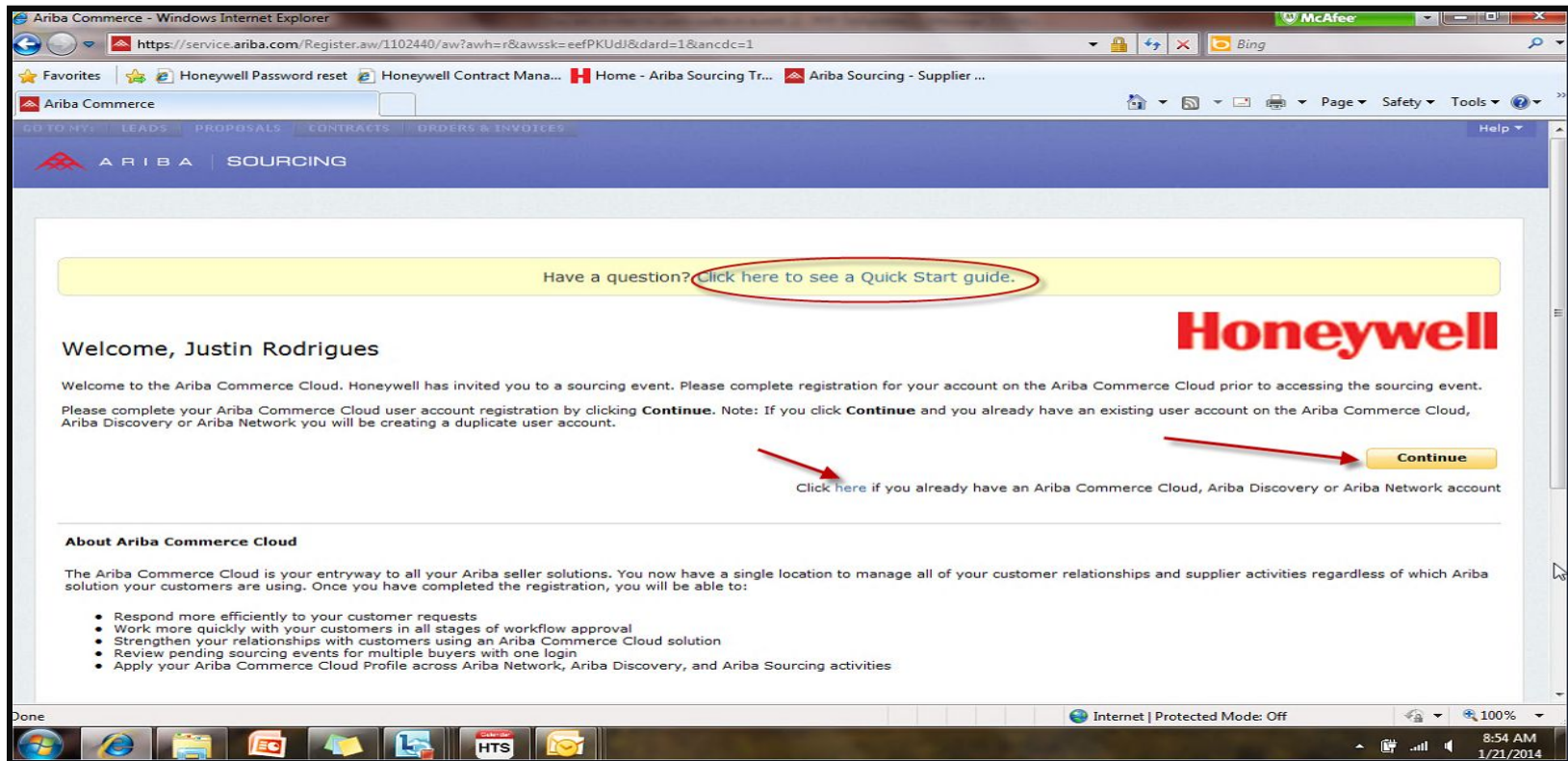
- Поставщик получает приглашение к участию в конкурсе Honeywell в Ariba (RFx или аукционе). Поставщику нужно пройти по ссылке и войти в систему Ariba.



Обучение пользованию приложением Ariba для поставщиков. Настройка учетной записи

Honeywell

- Обратите внимание, что на этой странице есть кнопка **Click Here to see a Quick Start Guide** («Нажмите, чтобы просмотреть краткое руководство»). Ознакомьтесь с руководством перед настройкой учетной записи.
- Если у вас уже есть учетная запись Ariba, нажмите на ссылку **Click here**, отмеченную стрелкой.
- Если вы собираетесь создать новую учетную запись, нажмите **Continue** («Продолжить»).



Обучение пользованию приложением Ariba для поставщиков. Настройка учетной записи

Honeywell

- Ниже приведен пример страницы с информацией, которая содержится в кратком руководстве по Ariba.

Ariba Help - Windows Internet Explorer
https://connect.ariba.com/help/?SubType=Seller%20Collaboration%20Console%20Resources

Ariba Help

ARIBA
An SAP Company

[Ariba Discovery FAQs](#) | [Ariba Network FAQs](#) | [EDI Reference](#) | [Known Issues](#) | [Knowledge Base](#)
[Seller Collaboration Console Resources](#)

Seller Collaboration Console - Resources and Frequently Asked Questions

Resources

[Quick Start Guide for Sellers](#) This Quick Start Guide explains how to register on the Ariba Commerce Cloud and navigate the enhanced features delivered in the Seller Collaboration Console.

[English](#) | [繁體中文](#) | [简体中文](#) | [Dansk](#) | [Deutsch](#) | [Español](#) | [Français](#) | [Italiano](#) | [日本語](#) | [한국어](#) | [Magyar](#) | [Nederlands](#) | [Norsk](#) | [Polski](#) | [Português do Brasil](#) | [Русский](#) | [Svenska](#) | [Türkçe](#)

Ariba Commerce Cloud Registration

About the Ariba Commerce Cloud

- [If I registered on my buyer's Ariba Sourcing site in the past, do I need to register again?](#)
- [What is the Ariba Commerce Cloud?](#)
- [Why am I being asked to register on the Ariba Commerce Cloud?](#)

Ariba Commerce Cloud Information Page

- [Do I have to add commodities when registering on the Ariba Commerce Cloud?](#)
- [Do I have to add sales territories when registering on the Ariba Commerce Cloud?](#)
- [Do I have to enter a D-U-N-S number when registering on the Ariba Commerce Cloud?](#)
- [Do I have to enter a Tax ID when registering on the Ariba Commerce Cloud?](#)
- [What is the difference between the Email and Username fields in my company profile?](#)

Email Invitation to an Event

- [How do I participate in my buyer's sourcing event using an email invitation?](#)
- [Why doesn't the link in the email invitation to participate in a sourcing event does not work?](#)

Registration Page

- [Can I still register in the Ariba Commerce Cloud if a message says my username is currently in use?](#)
- [Can my company have multiple Ariba Commerce Cloud accounts?](#)

Обучение пользованию приложением Arriba для поставщиков. Настройка учетной записи

- Нажав Continue, вы перейдете на экран, на котором отображается название вашей компании (на основании того, как настроена ваша учетная запись в базе данных Arriba). Заполните оставшиеся обязательные поля (товары, территории сбыта, пароль и т. д.) и нажмите Submit («Отправить»).

The screenshot shows a web browser window with the URL <https://service.ariba.com/Register.aw/1352459/aw?awh=r&awssk=nSSQ6qKC>. The page title is "Arriba Sourcing". The main heading is "Enter Your Arriba Commerce Cloud Information". Below the heading, there is a yellow box with the text: "Have a question? Click here to see a Quick Start guide." The form is divided into two sections: "1 Enter basic company information" and "2 Enter user account information". The "1 Enter basic company information" section contains the following fields: "Company Name" (required) with the value "TEST SUPPLIER AERO 1"; "Country" (required) with a dropdown menu set to "United States [USA]"; "Address" (required) with three lines: "Line 1", "Line 2", and "Line 3"; "City" (required) with the value "TEST"; "State" (required) with a dropdown menu set to "Alabama"; and "Zip" (required) with the value "TEST". There are also buttons for "Add Commodities" and "Add Sales Territories". The "2 Enter user account information" section contains "Tax ID" (Optional) and "DUNS Number" (Optional) fields, both with the value "Optional".

2. Предварительная/Prebid фаза

Обучение пользованию приложением Arriba для поставщиков. Панель инструментов

- После настройки учетной записи вы перейдете к меню основных команд, где можно просматривать конкурсы Honeywell, к участию в которых вас пригласили.
 - Конкурсы со статусом Open («Открытые») — это RFx или eAuctions, открытые для участия.
 - Конкурсы в разделе Pending («В рассмотрении») — закрытые конкурсы, проверяемые Honeywell.
 - Конкурсы со статусом Preview («Предварительные») находятся в предконтрактной фазе, предшествующей открытию живого аукциона.
 - Конкурсы со статусом Completed («Завершенные») — это закрытые конкурсы, еще не переведенные в раздел «В рассмотрении».

The screenshot shows the Arriba Sourcing interface for Justin Rodrigues LTD. The main content area displays a list of events under the heading 'Honeywell'. The events are categorized by status: Completed (12), Open (5), Pending Selection (149), and Preview (2). A red arrow points to the 'Preview (2)' section, which contains two events: 'IOS test' and 'DX Test Auction 3'. The interface also includes a 'Honeywell Requested Profile' section, a 'Public Profile Completeness' bar at 50%, and a '4 leads match your company profile' notification.

Title	ID	End Time	Event Type
Status: Completed (12)			
Status: Open (5)			
DX Test rFX 3	Doc335202700	2/6/2014 1:57 AM	RFP
Winner Takes All RFQ	Doc335664813	2/4/2014 8:45 PM	RFP
Lot testing 2	Doc334895355	2/4/2014 4:15 AM	RFP
NextBigWin RFQ	Doc332224329	2/4/2014 2:30 AM	RFP
Winner Takes All - Alternate Auction	Doc335664841	2/3/2014 11:42 PM	Auction
Status: Pending Selection (149)			
Status: Preview (2)			
IOS test	Doc335198481	2/4/2014 8:30 AM	Forward Auction
DX Test Auction 3	Doc335449679	2/4/2014 2:00 AM	Auction

Если аукцион находится в предварительной фазе, вы найдете его в разделе со статусом Preview и сможете ознакомиться с ним, нажав на заголовок.

Просмотр предварительных требований и отправка заявок с помощью кнопки Review Prerequisites

Event Details

[Event Messages](#)
[Download Tutorials](#)
[Response Team](#)

Checklist

- ✓ 1. Review Event Details
- 2. Review and Accept Prerequisites
- 3. Select Lots
- 4. Submit Bids

Event Contents

[All Content](#)

Doc337776148 - Test 10th

Time remaining in preview 00:18:03

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 buyer to review and accept your responses before you can continue with the event. If you decline the terms of the prerequisite, 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	Quantity	Extended Price
1 Line item 1 ⓘ		100 each	
2 Line item 2 ⓘ		100 each	
3 Line item 3 ⓘ		100 each	

Event Overview and Timing Rules

Owner: [Vignesh Mahalingam](#) ⓘ

Event Type: Auction

Publish time: 2/11/2014 12:05 AM

Prebid end time: 2/11/2014 12:25 AM

Bidding start time: 2/11/2014 12:20 AM

Bidding end time: 2/11/2014 12:40 AM

Specify how lot bidding will begin and end: Parallel ⓘ

Start overtime if bid submitted within (minutes): 2 ⓘ

Overtime period (minutes): 2 ⓘ

Currency: US Dollar

Commodity: EL LIGHTING H-EL

Просмотр сведений об аукционе и времени его проведения

Prerequisites

Doc337776148 - Test 10th

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 Honeywell or 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 obvious data entry errors. Sponsor reserves the right to accept or reject all or part of Participant's bid. Every bid shall be based on and incorporate the terms and conditions provided by Sponsor, subject only to agreed upon exceptions documented in a signed writing duly executed by the parties.
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 Honeywell 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 Honeywell immediately.
7. Survival. The terms and conditions of this Bidder Agreement shall survive completion of the On-Line Event.

Honeywell v1 07Nov13

I accept the terms of this agreement.
 I do not accept the terms of this agreement.

Предварительная стадия. Выбор и отправка заявок на аукцион Honeywell

Чтобы выбрать все лоты/позиции, поставьте галочку в окошке и нажмите на кнопку Submit Selected Lots («Отправить выбранные лоты»)

Select Lots

Doc337776148 - Test 10th

Choose the lots in which you will participate. You can d

Select Lots [Select Using Excel](#)

Lots Available for Bidding

<input checked="" type="checkbox"/>	Name	Status
<input checked="" type="checkbox"/>	1 Line item 1	Preview
<input checked="" type="checkbox"/>	2 Line item 2	Preview
<input checked="" type="checkbox"/>	3 Line item 3	Preview

Console

Doc337776148 - Test 10th

The event owner has requested that you submit a prebid before the end of the preview period. You have not yet submitted a prebid.

Time remaining in preview 00:12:57

All Content

Name ↑	Price	Quantity	Extended Price
1 Line item 1	* \$90.00 USD	100 each	\$9,000.00 USD
2 Line item 2	* \$145.00 USD	100 each	\$14,500.00 USD
3 Line item 3	* \$197.00 USD	100 each	\$19,700.00 USD

* indicates required field

|

Введите предварительную/Prebid цену для всех позиций, нажмите на кнопку Submit Entire Response («Отправить заявку целиком»), а затем ОК.

Пересмотр предконтрактного предложения

Нажмите Revise Prebid («Пересмотреть предконтрактную цену»), чтобы отредактировать предварительную цену.

Doc337776148 - Test 10th Time remaining in preview 00:12:11

You have submitted a prebid for this event. You will be notified when the event is open for bidding.

Revise Prebid

All Content

Name 1	Price	Quantity	Extended Price
1 Line item 1	\$90.00 USD	100 each	\$9,000.00 USD
2 Line item 2	\$145.00 USD	100 each	\$14,500.00 USD
3 Line item 3	\$197.00 USD	100 each	\$19,700.00 USD

Compose Message

Введите верную предварительную цену, а затем нажмите Submit Entire Response и ОК.

Doc337776148 - Test 10th Time remaining in preview 00:11:35

All Content

Name 1	Price	Quantity	Extended Price
1 Line item 1	* \$89.00 USD	100 each	\$8,900.00 USD
2 Line item 2	* \$148.00 USD	100 each	\$14,800.00 USD
3 Line item 3	* \$199.00 USD	100 each	\$19,900.00 USD

* indicates required field

Submit Entire Response Update Totals Reload Last Bid Save Compose Message Excel Import

Doc337776148 - Test 10th Time remaining in preview 00:10:22

✓ Your revised prebid has been submitted. You will be notified when the event is open for bidding.

Revise Prebid

All Content

Name 1	Price	Quantity	Extended Price
1 Line item 1	\$89.00 USD	100 each	\$8,900.00 USD
2 Line item 2	\$148.00 USD	100 each	\$14,800.00 USD
3 Line item 3	\$199.00 USD	100 each	\$19,900.00 USD

Compose Message

Отредактированная предварительная цена отправлена

После закрытия предварительной фазы, начинается фаза проверки предварительной заявки

Поставщик не может отправлять заявки в течение фазы проверки предварительной заявки.

Console Doc338072981 - Test Auction

Time remaining in prebid review 00:17:49

Event Messages
Response History
Response Team

▼ Checklist

- ✓ 1. [Review Event Details](#)
- ✓ 2. [Review and Accept Prerequisites](#)
- ✓ 3. [Select Lots](#)
- 4. [Submit Bids](#)

All Content

Name ↑	Price	Quantity	Extended Price
1 Line item 1 ⓘ		100 each	
2 Line item 2 ⓘ		100 each	
3 Line item 3 ⓘ		100 each	

Compose Message

3. Электронный аукцион

После начала электронного аукциона вы сможете просматривать текущие аукционы со статусом «Открытые»

Title	ID	End Time ↓	Event Type
▶ Status: Completed (15)			
▼ Status: Open (1)			
Test Auction	Doc338072981	2/11/2014 8:36 PM	Auction
▶ Status: Pending Selection (151)			

Doc337776148 - Test 10th

Time remaining in open bidding 00:13:28

Name ↑	Rank	Price	Quantity	Extended Price
1 Line item 1	1	* \$89.00 USD	100 each	\$8,900.00 USD
2 Line item 2	1	* \$148.00 USD	100 each	\$14,800.00 USD
3 Line item 3	1	* \$199.00 USD	100 each	\$19,900.00 USD

Decrement selected items by %

* indicates required field

Rank 1 присуждается ведущему участнику торгов

Здесь указывается оптимальная стоимость

Введите свое предложение цены, нажмите Submit Entire Response, а затем OK.

Doc337776148 - Test 10th Time remaining in open bidding 00:13:28

All Content

Name ↑	Rank	Price	Quantity	Extended Price
1 Line item 1 ⓘ	1	*\$89.00 USD	100 each	\$8,900.00 USD
2 Line item 2 ⓘ	1	*\$148.00 USD	100 each	\$14,800.00 USD
3 Line item 3 ⓘ	1	*\$199.00 USD	100 each	\$19,900.00 USD

Decrement selected items by % * indicates required field

Вы можете снизить предложение цены для лотов/позиций в процентном выражении, поставив галочку в окошко, введя значение в % и нажав Apply («Применить»).

Doc337776148 - Test 10th Time remaining in open bidding 00:07:32

All Content

Name ↑	Rank	Price	Quantity	Extended Price
1 Line item 1 ⓘ	<input checked="" type="checkbox"/> 1	*\$89.00 USD	100 each	\$8,900.00 USD
2 Line item 2 ⓘ	<input checked="" type="checkbox"/> 1	*\$148.00 USD	100 each	\$14,800.00 USD
3 Line item 3 ⓘ	<input checked="" type="checkbox"/> 1	*\$199.00 USD	100 each	\$19,900.00 USD

Decrement selected items by % * indicates required field

Нажмите OK, чтобы отправить заявку

✔ Submit this response?

Click OK to submit.

Doc337776148 - Test 10th Time remaining in open bidding 00:04:40

✔ Your response has been submitted.

All Content

Name ↑	Rank	Price	Quantity	Extended Price
1 Line item 1 i	1	* \$84.16 USD *	100 each	\$8,416.00 USD
2 Line item 2 i	1	* \$139.97 USD *	100 each	\$13,997.00 USD
3 Line item 3 i	1	* \$188.19 USD *	100 each	\$18,819.00 USD

Decrement selected items by %

Вы можете связаться с организатором конкурса, нажав кнопку Compose Message («Написать сообщение»).

* indicates required field

Compose New Message

From: zzBergeron Test (Louise Bergeron)

To: Project Team

Subject: Doc337776148 - Test 10th

Attachments: [Attach a file](#)

B I U — size — Verdana

Hi,
My best bid,
Thanks,

Введите сообщение и нажмите кнопку Send («Отправить»)

4. Важные сведения

Doc337776148 - Test 10th Time remaining in review 00:19:22

The bid shown is your last accepted bid. It is not the last bid you saved.

All Content

Name ↑	Rank	Price	Quantity	Extended Price
1 Line item 1	1	\$84.16 USD	100 each	\$8,416.00 USD
2 Line item 2	1	\$139.97 USD	100 each	\$13,997.00 USD
3 Line item 3	1	\$188.19 USD	100 each	\$18,819.00 USD

Compose Message

После закрытия аукциона начинается Фаза проверки — раздел «В рассмотрении». В это время поставщик не может размещать предложения

Doc337776148 - Test 10th Pending Selection

The bid shown is your last accepted bid. It is not the last bid you saved.

All Content

Name ↑	Rank	Price	Quantity	Extended Price
1 Line item 1	1	\$84.16 USD	100 each	\$8,416.00 USD
2 Line item 2	1	\$139.97 USD	100 each	\$13,997.00 USD
3 Line item 3	1	\$188.19 USD	100 each	\$18,819.00 USD

Compose Message

Doc338072981 - Test Auction Time remaining in open bidding 00:18:41

All Content

Name ↑	Rank	Price	Quantity	Extended Price
1 Line item 1 i	<input type="checkbox"/>	* <input type="text"/> USD	100 each	
2 Line item 2 i	<input type="checkbox"/>	* <input type="text"/> USD	100 each	
3 Line item 3 i	<input type="checkbox"/>	* <input type="text"/> USD	100 each	

Decrement selected items by % * indicates required field

|

View Notifications Done

Notifications inform you about important events. Click the subject to see the contents of a notification.

From	Subject	Received ↓
Vignesh Mahalingam	Event Test Auction is now accepting responses.	2/11/2014 8:16 PM
Vignesh Mahalingam	Event Test Auction has been reduced by 9 minutes.	2/11/2014 8:15 PM

Нажмите, чтобы просмотреть уведомления

Event Messages - Test Auction Back to Console

Time remaining in open bidding **00:13:10**

Id	Reply Sent	Sent Date ↓	From	Contact Name	To	Subject
MSG16186599	No	02/11/2014 08:16 PM	Honeywell	Vignesh Mahalingam	Louise Bergeron	Event Test Auction is now accepting responses.
MSG16186586	No	02/11/2014 08:15 PM	Honeywell	Vignesh Mahalingam	Louise Bergeron	Event Test Auction has been reduced by 9 minutes.
MSG16186382	No	02/11/2014 08:06 PM	Honeywell	Vignesh Mahalingam	Participants (0) Team (0)	Event Test Auction prebid closing time has been reduced by 8 minutes.
MSG16186374	Not Applicable	02/11/2014 08:05 PM	Honeywell	Vignesh Mahalingam	Louise Bergeron	Honeywell has invited you to participate in an event: Test Auction.

View Reply | Compose Message Download all attachments

Back to Console

View Message Done Reply

Id: MSG16186586
From: Honeywell (Vignesh Mahalingam)
To: Participants; zzBergeron Test (Louise Bergeron)
Subject: Event Test Auction has been reduced by 9 minutes. Sent: 02/11/2014 08:15 PM

Ariba event Doc338072981 Test Auction has been reduced by 9 minutes.

The start time is Tuesday, February 11, 2014 at 8:46 AM, Central Standard Time.
The end time is Tuesday, February 11, 2014 at 9:06 AM, Central Standard Time.

To view the changes, please access <http://honeywell-T.supplier.ariba.com/ad/webjumper?itemID=AG2cAHSE6DTIZX&awcharset=UTF-8>. After you log on, you will see the updated close time.

If you have any questions about the event, please contact Vignesh Mahalingam at or via e-mail at vignesh.m@honeywell.com.

Thank you,
Honeywell

Нажмите кнопку Reply («Ответить»), чтобы ответить на сообщение или кнопку Done («Готово»), чтобы вернуться на экран торгов

Done Reply

Благодарим за внимание!