Supplier Bidding Events Guide

Creating Value Through Chemistry

Accessing the Bidding Event

Sadara Chemical Company - TEST has **invited** you to participate in the following event: Sadara Demo RFP 15 APR 19. The event is set to begin on Monday, April 15, 2019 at 2:00 AM, Pacific Daylight Time.

Use the following username to log in to Sadara Chemical Company - TEST events: ▬▬▬▬▬▬▬▬

Click Here to access this event.

When you click this link, log in with your username and password. You will then have the option to register your buyer-specific user ID with a new or existing Ariba Commerce Cloud account and participate in your event.

If you do not want to respond to this event, Click Here. You must register on the Ariba Commerce Cloud or log in using your existing Ariba Commerce Cloud account username and password before you can indicate that you do not want to respond to this event.

If you have forgotten your username or password and are unable to log in, Click Here.

NOTE: The forgot password link is only valid for 24 hours. After this link expires, click Forgot Password on the Ariba Login page to reset your password.

If you have questions about this event, contact Aditya Gulati via telephone at   or via e-mail at ▬▬▬▬▬▬

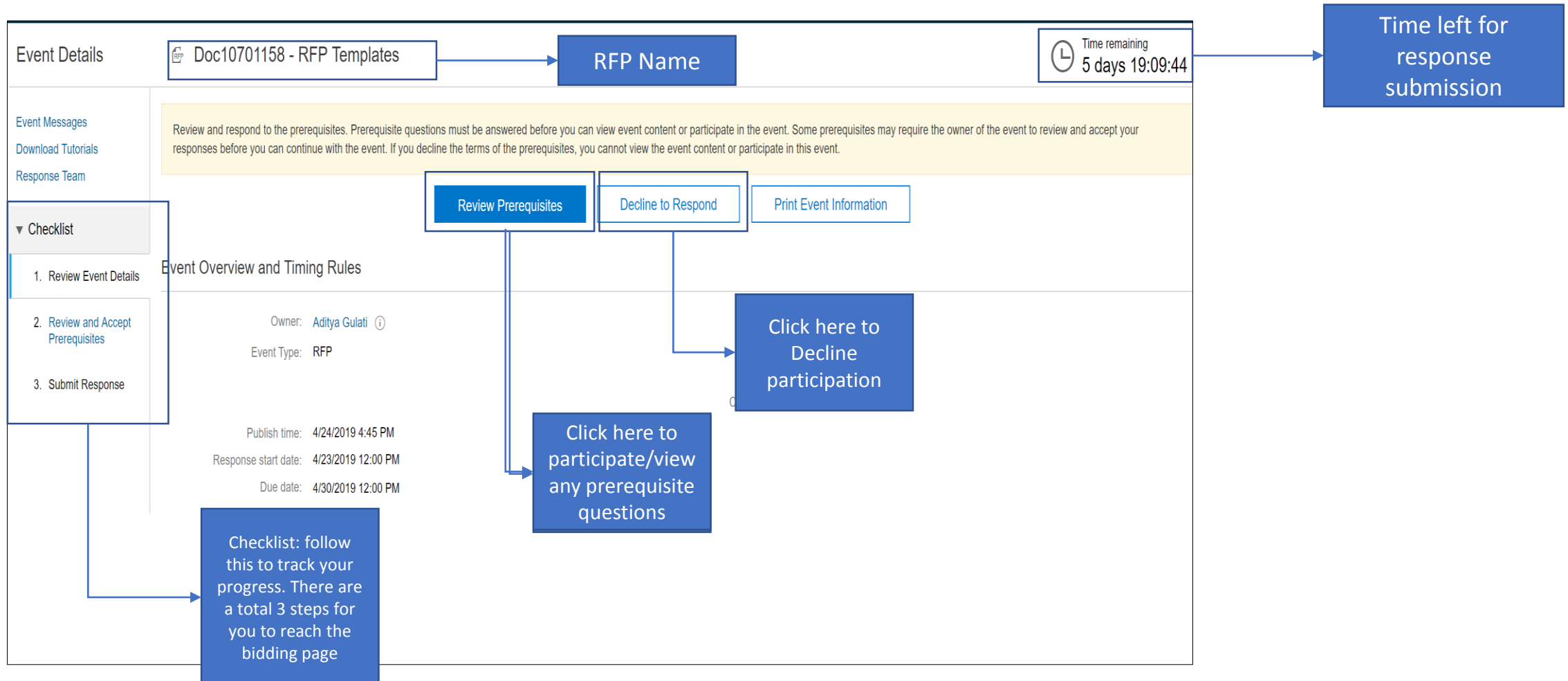We look forward to working with you!

Thank You,

Sadara Chemical Company - TEST

This link will take you to the login page and thus to the event directly

This link will take you to the login page and thus to the event directly for denial to participate

This link will take you to the password reset page

Review Page

Answering pre-requisites

INFO:

- As a part of the RFP, you may be required to complete some Pre-requisite questions before you are allowed to bid

- Certain Pre-requisites go to the buyer for evaluation and you can only proceed once they are accepted. For example, NDA

- Read the ITB carefully and provide any comments

- For questions with reference attachments, like NDA, references can be downloaded from "references" and the instructions to update are provided

- You may also need to check the validity of all your certificates wherever applicable, like the Company Registration, Zakat, GOSI, VAT etc and answer whether they are valid at least for 60 days while answering this question. Some certificates may require renewal every month and are not applicable to this

- The prerequisites can be of attachment type, text type or Yes/No type

Select Lots

Download Content | **Review Prerequisites** | **Select Lots** | Print Event Information

Event Messages
Response History
Download Tutorials
Response Team

All Content

Name ↑		Price	Total Co

▼ 1 **Instructions To Bidders**   Less... −

These instructions to bidders ("ITB") apply to preparation of bid price proposals to be submitted to the Sadara Chemical Company ("SADARA"). Prop
response to a request for proposals ("RFP") issued by the SADARA procurement department ("Procurement Department").

1.1 **Qualifications of Prospective Bidders**   Less... −

1.1.All bidders are required to register with the Procurement Department as a condition of being awarded a contract. The assigned Procurement Department re
will determine and explain to bidders the details regarding the required registration

1.2.Bidders must provide the Procurement Representative with the responses on the Technical and Commercial Sections of this RFP before the Bid Closing Dat

1.3.Failure by a bidder to register with the Procurement Department and submit all of the documents required above may result in disqualification of its bid.

1.4.A bidder may be required to furnish information sufficient to enable SADARA to assess its capability of performing the anticipated work. Examples of informa
but are not limited to: (a) technical information, such as previous experience in performing similar or comparable work and details regarding the bidder's Busines
license information, such as current licenses or certifications to do business within Saudi Arabia in connection with performance of comparable work. Informatio
solicitation of proposals and must be submitted as directed by the Procurement Representative. Failure to respond may result in the bidder's disqualification.

1.5.Bidders must provide electronic copies of the requested documents on a flash memory, placed in a clearly-marked separate envelope, and submitted along v

▼ Checklist

1. Review Event Details

2. Review and Accept Prerequisites

3. Select Lots

4. Submit Response

▼ Event Contents

INFO:

- Once your pre-requisites are approved from the buyer, you will receive an email notification

- You can then proceed to select the commercial terms (Lots) and view the proposal details

Click here to proceed further for Lot/Line item selection

Select Lots

Choose the lots in which you will participate. You can cancel your intentio

▼ Checklist

1. Review Event Details

2. Review and Accept Prerequisites

3. Select Lots

4. Submit Response

Select Lots   Select Using Excel

Lots Available for Bidding

☑ Name

☑ ▼ 6.1 Service Line test 1

6.1.1 **PVRV repair & Testing Services.**

PVRV repair & Testing Services.

6.1.2 **Flield Service Engineer OT per hr**

Flield Service Engineer OT per hr

6.1.3 **THIRD YEAR OF SERVICE - LUMP SUM RATE**

THIRD YEAR OF SERVICE - LUMP SUM RATE

6.1.4 **Flield Service Technician Perday- 8hrs**

Flield Service Technician Perday- 8hrs

6.1.5 **EXECUTIVE SERVICES SAUDI**

EXECUTIVE SERVICES SAUDI

Submit Selected Lots

> Select the items you wish to participate in, manually from here

> Click this after you have selected the lots. **NOTE: This does not send your final responses to the buyer. There is one more step to be followed after this**

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 sub

▼ Checklist

1. Review Event Details

2. Review and Accept Prerequisites

3. Select Lots

4. Submit Response

Select Lots   **Select Using Excel**

You have been invited to 1 lot(s). To sign up to participate in some or all of these lo

Step 1. Click "Download Content" to download and review your event in an Excel Spreadsheet.
Skip this step if you wish to import a previously downloaded file. If you want to start over, click "Download Original Excel Bid Sheets".

Download Content   Download Attachments

Step 2. Declare your intention to respond and enter your response in the Excel spreadsheet and save the file to your computer.

Step 3. Locate the saved Excel file on your computer using the Browse button.

Choose File No file chosen

Or drop file here

Step 4. Click **Upload** to import the contents of the Excel file to your event.
Note: Values in the Excel file will overwrite and delete any values you may have entered in your saved response.

Upload

> OR, select by using the simple steps through an Ariba designed excel format (ideal for large RFPs). **DO NOT upload prices here**

Submit Bids

2 Commercial Terms

3 Is there a deviation from the attached Sadara Terms and Conditions? If Yes, please provide the them as an attachment in the proceeding question. 📋 References▾

No ▽

5 Technical Proposal

5.1 Financial Statements — 📄 Dummy Document for RFP.docx ▾ Update file Delete file

5.2 Test Question: Please Select the option 📄 — happy option

5.3 Answer yes or no to this question — Yes ▽

6 Commercial Proposal

6.1 **Service Line test 1** — 1 each

6.1.1 **PVRV repair & Testing Services.** Less... − *120 USD 10 meter

PVRV repair & Testing Services.

Order Unit:

6.1.2 **Flield Service Engineer OT per hr** Less... − *130 USD 10 hour

Flield Service Engineer OT per hr

Order Unit:

6.1.3 **THIRD YEAR OF SERVICE - LUMP SUM RATE** Less... − *140 USD 10 year

(*) indicates a required field

Submit Entire Response | Update Totals | Save | Compose Message | Excel Import

Left navigation panel:

2. Review and Accept Prerequisites

3. Select Lots

4. Submit Response

▼ Event Contents

All Content

1 Instructions To Bidders

2 Commercial Terms

5 Technical Proposal

6 Commercial Proposal

Annotations:

- Download the Sadara Terms and conditions document from here. You can provide any deviations by answering Yes to this question

- The buyer may ask you questions of Yes/No, List of choice, Number, date, attachment type pertaining to the technical proposal in this section. The questions marked with a star are mandatory. For attachment type questions, you may use .zip for multiple attachments

- Provide pricing per unit or total as per the setting by the buyer. Click (+) or (-) to expand or hide the item description

- Use this option for Large RFP submission
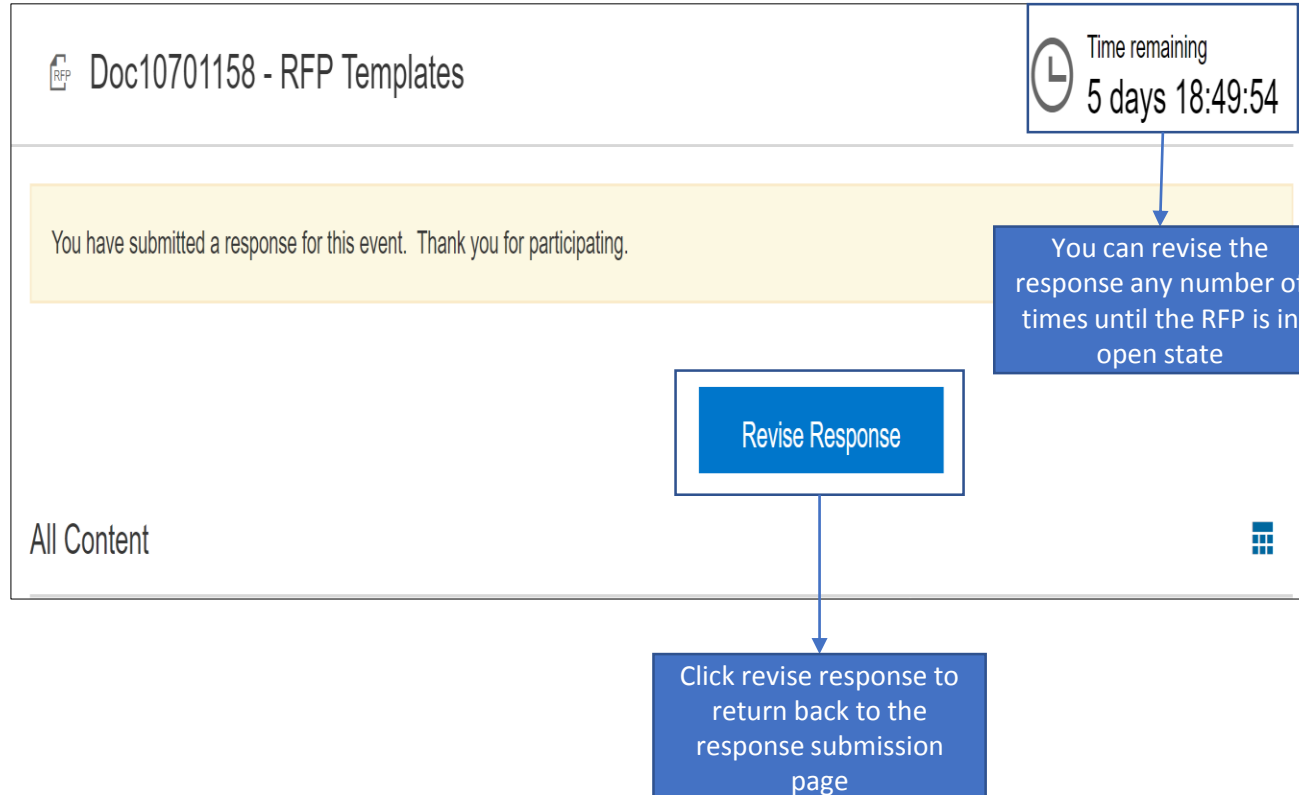
- Select to communicate with the buyer

- Jump to any section from here

- Select to submit your final response

- **Always save responses if you wish to submit at a later date**

eral Use Information

Bids Submitted

Doc10701158 - RFP Templates

Time remaining
5 days 18:49:54

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

Revise Response

All Content

You can revise the response any number of times until the RFP is in open state

Click revise response to return back to the response submission page

INFO:

- Once you have submitted your bids, the system allows you to revise your response until the RFP is open. You cannot re-submit once the bidding time is over

- You will receive a system notification and an email with Bid ID after your final bid submission

- You can also download and save your responses in excel format

- However, being a cloud product, your RFP responses never get deleted once saved

- After the RFP is over, the buyer may contact you for further process through email or directly through call

Thank you