

From: Supplier Enablement <s-supplierenablement@singtel.com>

Sent: Monday, 21 February, 2022 11:11 AM

Subject: Ariba Network Go-Live Notification



Dear Valued
Supplier,

We are pleased to notify you that Singtel and NCS have gone live on using [Ariba Network](#) as the digital platform for Purchase Order (PO) and Invoice transaction with our suppliers.

WHAT DOES THIS MEAN FOR YOU?

1.

From now onwards, **new POs will be issued via Ariba Network**. If you have not registered on Ariba Network, you may do so when processing the first Purchase Order issued to you from Ariba Network.

2.

Invoices for the new POs are to be submitted in Ariba Network. You have to be registered on Ariba Network in order to submit invoices. Kindly do so to ensure smooth processing of payments.

3.

Invoices for existing POs (issued to you prior to Ariba Network Go-live) are to be processed via current processes i.e. by email to Singtel/NCS buyer contacts or Accounts Payable mailbox, or through Sesami if you are registered in Sesami.

WHAT DO YOU NEED TO DO?

1.

If

your company is already registered on Ariba Network, complete this form to provide us your Ariba Network ID:

<https://app.smartsheet.com/b/form/887b3267a2134f4d81b57097a23798fc>

2.

Otherwise,

please follow the following steps:

○

Register

an Account with Ariba Network [here](#).

○

Notify

us of your Ariba Network ID via this form

<https://app.smartsheet.com/b/form/887b3267a2134f4d81b57097a23798fc>

HELP & RESOURCES

Supplier Information Portal

If

you need guidance on the registration process or how to transact with Singtel/NCS using Ariba Network, please reference the resources and information

provided on the [Singtel/NCS](#)

[Supplier Information Portal](#).

Questions?

If

you have questions on the Ariba Network or the registration process, please submit your questions to our SAP Ariba consultants via this e-form:

[SAP](#)

[Ariba Supplier Enablement Question Form](#)

Alternatively,

please contact:

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s-supplierenablement@singtel.com if you are a Singtel supplier

○

purchasing@ncs.com.sg if you are a NCS supplier

Thank you,

Singtel & NCS Supplier Enablement Team