

Dear valued Givaudan supplier,

We are pleased to inform you that Givaudan is implementing SAP Ariba, a state-of-the-art procurement platform designed to streamline our procurement processes and enhance collaboration with our valued suppliers such as yourself.

As a key supplier to Givaudan, we are contacting your organization to inform you about these changes. We require your help in preparing for and ensuring a smooth transition to a more automated procurement process. Our first step will be to replace our current catalogue solution. This means, that you will still receive the purchase orders in our current way, but we would need your support to connect to the Ariba catalogue platform now (no data transfer yet).

Givaudan realizes that this represents a major process change for our suppliers. We will do everything we can to make the transition as easy as possible. Our project team and SAP are committed to helping you accomplish this transition. We are confident this change will be a win-win for both of our organizations.

What does this mean for you?

SAP will reach out to you in the coming weeks and send you important information for joining the SAP Business Network. This includes establishing a trading relationship with Givaudan on the network and configuring your SAP Business Network account. Click [here](#) to learn more about the advantages of SAP Business Network and the connection options (incl. potential fees). We appreciate your prompt action on all communications and requests regarding this initiative.

We understand that transitioning to a new procurement platform may require some adjustments, and we are committed to supporting you throughout this process. Our team will provide training and assistance to help you navigate the SAP Business Network system and maximize its benefits for your business.

As a key supplier of Givaudan, we have nominated you to be part of our pilot phase and would therefore like to ask you to proceed as quick as possible with the Trading Relationship Request and the next steps. After testing, we will inform you with further details about the go-live. Until we change to the new SAP Ariba Catalogue platform, we kindly ask you to not change anything in our existing process in the production environment.



What is our strategy to implement SAP Ariba in full?

2024

- Move our existing catalogues into the new platform and offer our requestors the new search experience. In addition, we will implement further catalogues wherever relevant.
- Implement document exchange for a selected group of raw material suppliers
- Your orders for indirect materials & services will still be sent via our current process

2025

- Roll-out document exchange for raw materials as well as indirect materials & services
- Orders will be sent via our SAP Business Network platform (for selected regions per roll-out plan)

2026

- Sourcing, contracting and supplier management done via SAP Ariba
- All orders for indirect materials & services will be shared via SAP Business Network

We believe that the implementation of SAP Ariba will strengthen our partnership and create value for both our organizations. We are excited about the opportunities that lie ahead and look forward to leveraging this innovative platform to drive success together.

Thank you for your continued partnership and support. Should you have any questions or require further information (or you are the wrong contact partner), please do not hesitate to contact our supplier enablement team at global.supplierenablement@givaudan.com

Thank you and with kind regards,

Givaudan Procurement team