

**Dear Valued Vendors,
Greetings,**

We are pleased to announce that we are partnering with *SAP Business Network* (previously known as SAP Ariba), which will be the new solution to streamline our procurement and accounts payable, as well as our sourcing and registration processes. As our valued supplier, we are contacting your organization to inform you of these very important changes.

What processes are affected and how?

Sourcing, Contract & Supplier Management	Procurement
<p>Supplier information will be self-managed via the <i>SAP Business Network</i>. Suppliers will be invited to complete a Supplier Registration Questionnaire, and once Registered, will be able to make updates to their details at any time – no need to reach out to <i>RUA Al Madinah (Vendor Management Team)</i> to request changes.</p> <p>In addition to self-managing supplier information via the <i>SAP Business Network</i>, all sourcing events (RFIs, RFPs), and contract negotiations will be done via the <i>SAP Business Network</i>.</p> <p>The supplier accepts the proposal and will electronically sign the final contract via DocuSign.</p>	<p>Starting from the go-live date, we will begin sending Purchase Orders to our suppliers via this platform.</p> <p>We expect all our Corporate/Purchase and Non-Development suppliers to use SAP Business Network to:</p> <ul style="list-style-type: none"> ✓ Receive Purchase Orders ✓ Create Order Confirmations ✓ Create Goods Receipts ✓ Create Ship Notices ✓ Create Service Entry Sheets ✓ Create Invoices

How is this affecting you?

Through these implementations, suppliers who want to do business with *RUA Al Madinah* will be required to do so through the *SAP Business Network*. Therefore, all suppliers will be expected to register. We realize that this might present a major change in the process for you. *RUA Al Madinah* and *SAP* are committed to providing you with support throughout this transition. This change will be mutually beneficial to *RUA Al Madinah* and all its stakeholders.

Important Points to Consider as per below:

1. New POs (After Go-Live)

- All new POs from **SAP** will be sent to you through the **Ariba Network**.
- You **MUST** acknowledge these POs and **MUST** submit Service Entry Sheet (For services PO) and invoices only through Ariba Network.

2. Legacy POs (Before Go-Live)

- Any existing POs issued before Go Live will not be available in Ariba Network and therefore you **MUST** continue to submit the invoices against those POs following the current RUA process.

What to do next?

Please register using the link below to attend the summit, which will provide insights into the changes Rua Al Madinah is implementing.

Summit Title	Registration
RUA AL Madinah Supplier Summit	Click Here to reach the summit training
RUA AL Madinah Supplier Summit	Click here to reach the functional training

You'll receive an invitation to register in **Supplier Registration Portal (SLP)**. After completing and getting approval, your company will automatically be connected to **Commerce Automation (SAP Ariba Business Network)**.

When you log in to Commerce Automation, **please use the same ANID (Ariba Network ID)** that you used for your **SLP registration**. This keeps your connection active and ensures you can receive purchase orders and other documents smoothly.

RUA Al Madinah aims to go live in the first week of January 2026. Further communications will be sent with specific details.

Thank you for your continued relationship with *RUA Al Madinah*! We look forward to our successful cooperation!

If you are not the intended recipient or have any questions, please contact our Supplier Enablement Team at Vendors@ruaalmdinah.com For manuals and additional support for each solution, please visit the Rua Al Madinah Supplier Information Portal by clicking [here](#).

Best Regards,

RUA Al Madinah Enablement Team