

Please respond to:

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MEMORANDUM

Dear Valued Zimplats Supplier

We are excited to announce to you the initiative to improve our procure-to-pay processes and systems at our Zimplats operations.

Zimplats has selected the SAP Ariba Network as their standard method for sending purchase orders (POs) and receiving invoices. This change will streamline and create efficiencies in the process by which you receive our various communication including purchase orders on the network and you submit invoices to Zimplats for payment using the same network platform.

Furthermore, Zimplats will be making use of the SAP Ariba Strategic Sourcing for running sourcing events such as requests for quotations, tenders and any other enquiries or clarifications. The same platform will also be used for supplier lifecycle and performance management to update and manage our supplier information on the database.

We strongly encourage you, our valued supplier, to join us in the journey we have embarked on, to be a part of a paperless and automated new way of doing business in line with the technological transformation happening the world over.

What is expected of you as a Zimplats supplier?

We intend to go-live with the SAP Ariba solution as enunciated above in February 2021 **and therefore request that you register as a Zimplats Supplier on the SAP Ariba Network by 31st March 2021** in order for us and you our partner to have a seamless transition. Please note **that if you are not registered by the target date you may not be able to transact with Zimplats until you come on board.**

We would like to assure you that this change is mutually beneficial, and it is our hope that we embrace this change together.

You will receive further communications on how you can join and transact with Zimplats through the SAP Ariba Network in due course. Please do not hesitate to contact the undersigned on the below e-mail address or contacts for any further clarity.

WE ARE IN THIS TOGETHER!!

Signed: _____

13.01.2021

Date: _____

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