



Ariba Network Project Notification



Dear valued Supplier,

We are pleased to announce a new initiative to streamline our procurement and accounts payable processes. Singapore Telecommunications Limited ('Singtel') & NCS Pte Ltd ('NCS') are partnering with **SAP Ariba**® to fulfill our vision of moving away from paper and manually transmitted documents. We are excited to provide you with a better business transaction experience.

What does this mean for you?

- Singtel and NCS will be conducting business transactions with you on the Ariba Network. You will be receiving Purchase Orders from Singtel and/or NCS, perform Order Acknowledgment and/or Advance Shipment Notice and submitting e-Invoices using the Ariba Network platform.
- You will enjoy many benefits such as real-time status visibility on your PO, Goods Receiving confirmation and invoice/payment processing by Singtel/NCS.
- Through digital processing of your e-Invoices by Ariba Network, Singtel and NCS will be able to improve on-time payment processing.
- You will enjoy such benefits for free by registering on Ariba Network with a Standard account. You can also sign up with SAP Ariba for an Enterprise account (paid fee required) to use advanced functionalities on Ariba Network e.g. create supplier-managed product/service catalogues, receive priority customer support, setup direct integration with Singtel/NCS ERP for full transaction automation. For more details please visit [SAP Ariba website](#).

What is expected from you as Singtel/NCS supplier?

- Be ready for an active participation with Singtel & NCS Supplier Enablement Team and SAP Ariba consultants, to get connected on Ariba Network to enable electronic transaction of documents.
- If you are not the person responsible for this initiative within your organization (i.e. setting up the Ariba Network account), please forward this information to the right person and inform us with the details of the contact person (email and phone numbers are critical) at:
 - s-supplierenablement@singtel.com if you are a Singtel supplier
 - purchasing@ncs.com.sg if you are a NCS supplier
- Please complete a questionnaire [here](#), to share with us your feedback about our services, for our continuous improvement.

What are the next steps?

Onboarding to the Ariba Network



1. We will be hosting a web-based supplier summit. Please register and attend the following online summit between 14-20 October 2021. This event will provide you with overall project information, an introduction to the Ariba Network and also learn more about next steps. Use the below link to sign up and to participate in the webcasted presentation:

Summit Title	Summit Registration
Singapore Telecommunications Limited Supplier Summit	Register

2. We will be in touch with you following the summit to kick off this onboarding process. You will be contacted by our SAP Ariba consultants and they will support you with the onboarding and account creation.
3. Use the link below to update us on your Ariba Network account details once you have registered on Ariba Network:
<https://app.smartsheet.com/b/form/887b3267a2134f4d81b57097a23798fc>
If you already have an Ariba Network account, please update the link above and confirm your Ariba Network ID.

When will this take effect?

In the coming weeks, our SAP Ariba consultants will send you important instruction for joining the network, establishing your trading relationship with Singtel/NCS and configuring your account. We are targeting to start transitioning to Ariba Network in Dec 2021.

We seek your valuable support to join us on the Ariba Network. We believe this transition will strengthen our business relationship with you as our valued supplier.

If you are not the correct recipient or have questions, please contact:

- s-supplierenablement@singtel.com if you are a Singtel supplier
- purchasing@ncs.com.sg if you are a NCS supplier

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

[SAP Ariba Supplier Enablement Question Form](#)

Thank you,
Singtel & NCS Supplier Enablement Team

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