

Ariba Guided Buying

Supplier Enablement



Dear Valued **National Grid** Supplier,

As a valued supplier to National Grid, we are reaching out to you in support of a consolidation of our Procure to Pay (P2P) systems. As a key supplier to National Grid, we are contacting your organization to inform you of these changes, and we require your help in preparing and ensuring a smooth transition. We're moving from Network ID **AN01016168533** (National Grid USA Services Company (old)), which you currently have a relationship with, to a new Network ID **AN01002048300** (National Grid (new)).

National Grid realizes this represents a major process change for our suppliers. Our project team and Ariba are committed to make the transition as easy as possible.

Next Steps to Transact with National Grid on the Ariba Network

Our goal is to have suppliers receiving purchase orders and submitting invoices with our new Network ID by December 2022. In order to be ready to go-live with this new process, please complete the following steps in advance of this deadline:

We also wanted to let you know that we will establish the trading relationship between our two companies on your behalf for our new Network ID (**AN01002048300** (National Grid (new))). That means Ariba will not send you a Trading Relationship Request (TRR) to accept. However, the relationship will be established, and you will see two **National Grid** entries within your Business Network under Customer Relationships – Current. This will allow us to continue to transact with one another via the Business Network. ****Please do not reject the existing trading relationship with National Grid's account AN01016168533.**

Nothing else is required of you at this time other than alerting your colleagues who will also be affected by this change as mentioned above. One to two weeks prior to go live, you will receive a go live letter with your go live date.

If you are not the correct recipient or have questions, please contact the **National Grid** Supplier Enablement Team at AribaSupplierEnablement@nationalgrid.com.

Regards,

Supplier Enablement Team

Ariba Guided Buying Project
nationalgrid

The National Grid logo, featuring the word "nationalgrid" in a white, lowercase, sans-serif font against a dark blue background. The "i" in "grid" has a small white diamond above it.