

PROJECT NOTIFICATION LETTER



SUMMARY

PROCESS CHANGE

- After completing all next steps, Philips Domestic Appliances will start sending e-PO's and stop other ordering channels. We also would like to encourage your organization to submit order confirmations for all e-PO's available in your Ariba Network account.

SCOPE

- E-Purchase Orders
- E-Order confirmations

NEXT STEPS

- Provide accurate contact information
- Wait for the go live on October 3rd 2022
- When receiving the first purchase order via e-mail, process the order by logging in with your existing account or create a new one.

Dear Valued Supplier,

Philips Domestic Appliances is pleased to announce a new initiative for improving and streamlining our procurement process by moving our operations to a digital solution equally beneficial to Philips Domestic Appliances and you.

To fulfill our vision of moving away from paper-based and manually transmitted transaction documents, we have partnered with SAP Ariba, an SAP company, to transact business electronically through the Ariba Network.

Starting on October 3rd 2022, our suppliers will receive purchase orders electronically through the SAP Ariba Business Network.

Transacting electronically on Ariba Network will gradually be a standard part of doing business with us, and we're excited to bring you along on this e-commerce journey. We look forward to our enhanced relationship during this transition and beyond.

On the second part of this letter you will find all the necessary information regarding the benefits and next steps we would like you to perform.

Thank you in advance for your support.

Kind regards,

Satish Kapa
Business Process Expert – Procurement Governance
Philips Domestic Appliances

Project Information and Benefits

Scope and business units

The following scope and business units will be the first to adopt SAP Ariba, any business unit or process scope not mentioned below will continue operating as usual.

Scope

- E-Purchase orders
- E-Order confirmations

Benefits of E-Commerce and Ariba Network

Being on Ariba Network and doing business with us electronically offers you multiple benefits, including:

Benefits PO:

- Immediate delivery of purchase orders
- Access your documents quickly

Ariba Network pricing model

We created **a completely free of charge** Ariba Network account (standard account) for your organization. The account type will be overwritten if you log-in with an existing enterprise account. Enterprise account provides more functionalities and has a potential cost associated with its use, more information about our enterprise pricing on [this video](#).

[Training and educational videos](#)



[Customer Support Contact Form](#)



Next Actions and Steps

Process Change

After completing the below listed next steps, Philips Domestic Appliances will start submitting e-PO's and stop other ordering channels. We also would like to encourage your organization to submit order confirmations for all e-PO's available in your Ariba Network account.

1. Provide Accurate Contacts

We kindly ask you to confirm your organizational contact information back to our enablement team by sending an e-mail to philipsDAsuppliercommunication@philips.com

Specifically, we kindly ask you to provide: Name, position, email address and telephone number of the person responsible for the configuration of your SAP Ariba account and receiving purchase orders.

2. Accept our invitation to connect Your Company with Philips Domestic Appliances Over Ariba Network

When receiving the first purchase order via e-mail, please proceed to connect your account with Philips Domestic Appliances by using a new or existing account, following [this video](#).

Further Support

For questions related to usage of your Ariba Network account, please contact SAP Ariba's Customer Support Team via this [form](#).

For business related questions, please contact Philips Domestic Appliances via [e-mail address].

If you would like to upgrade your account from standard to enterprise to have access to all functionalities, follow [these step](#).