



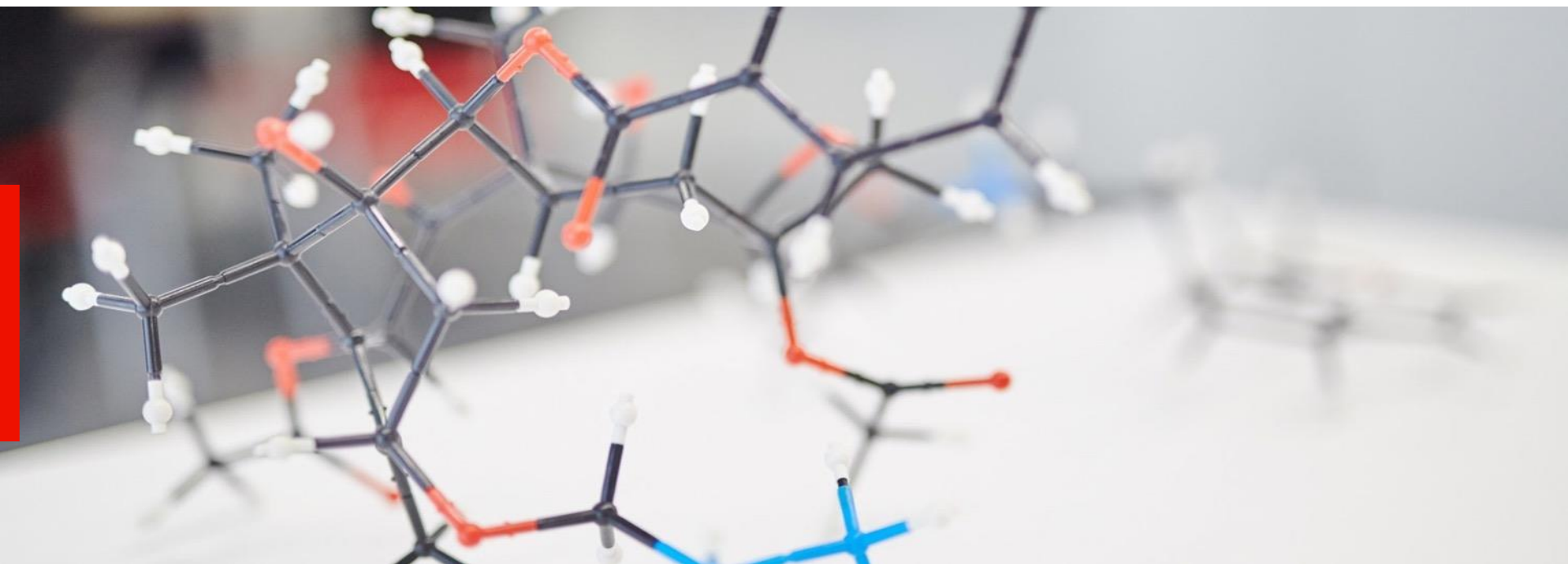
Manual Ariba – Fornecedores Brasil

Ariba PRC

v1.0

Agosto 2020





Lição 1: Registro do fornecedor

Pontos-chave a recordar



1

Todos os novos fornecedores devem concluir o processo de due diligence da Takeda e Dados mestre de fornecedores para se tornarem uma entidade registrada dentro da Takeda.

2

Os fornecedores serão convidados por e-mail para iniciar o processo de Registro, solicitando-lhes que registrem as suas informações na Nuvem do Ariba Commerce.

3

Serão convidados a rever vários questionários da Takeda para lhes permitir acionar quaisquer atividades necessárias, tais como participar de um processo de Sourcing (RFP/RFQ/RFI).

Comunicação de Registro do fornecedor



Olá!

Quer seja um fornecedor atual ou um potencial, obrigado por se registrar no Ariba.

Foi convidado a registrar-se na Takeda. A Takeda utiliza a Rede Ariba para gerir as suas atividades de aprovisionamento e aquisição e para colaborar com os seus fornecedores.

Os fornecedores da Takeda são muito importantes na missão da Takeda de "lutar por uma saúde melhor para as pessoas em todo o mundo através da inovação e medicina líderes". Dado o alcance global da Takeda, assegurar que a aquisição sustentável dos nossos bens e serviços é primordial. Como parte do processo de qualificação de fornecedor da Takeda, iremos pedir informações sobre a sua empresa ou organização para nos ajudar a determinar se existe uma área dos bens ou serviços que está a fornecer que possa exigir mais informações.

A Takeda pode solicitar-lhe mais informações depois de ter concluído a fase de Registro do processo. Estes pedidos de informação serão baseados no compromisso da Takeda para com a qualidade e a responsabilidade social corporativa. Existem algumas formas diferentes de a Takeda solicitar informações.

Pode necessitar de regressar ao Ariba para responder a perguntas mais detalhadas sobre um assunto em particular

Pode exigir criar ou partilhar um perfil numa plataforma de terceiros, como Ecovadis ou OneTrust

Pode incluir um pedido de consulta no local

Será pedido que inicie o processo de Registro através de um pedido de e-mail que irá solicitar à sua organização que se registre no Ariba Commerce Cloud. Se você ou a sua empresa já tiverem uma conta na Rede Ariba, inicie sessão com o seu login (usuário) e senha.

A conclusão das informações do fornecedor no Ariba Commerce Cloud permitirá rever e responder aos questionários da Takeda.

A conclusão destes questionários irá permitir-lhe prosseguir com a atividade identificada, como a participação em um processo de sourcing (RFP/RFQ/RFI)

Registro do fornecedor



Convite enviado via e-mail para Registro da equipe de apoio Takeda

Google

Gmail

COMPOSE

Inbox (108)

Starred

Sent Mail

Drafts

IRS VERIFY

More

VENKATA

Invitation: Register to become a supplier with Takeda - TEST

Venkata Prathi <s4system-prod+takeda-T.Doc1268583230@ansmtp.ariba.com> to me

Register as a supplier with Takeda - TEST

Hello!

Venkata Prathi has invited you to register to become a supplier with Takeda - TEST. Start by creating an account with Ariba Network. It's free.

Takeda - TEST uses Ariba Network to manage its sourcing and procurement activities and to collaborate with suppliers. If VP Test Supplier 7 already has an account with Ariba Network, sign in with your username and password.

[Click Here](#) to create account now

Takeda - TEST sourcing site, Event Doc1268583230: Supplier General Data, Realm: takeda-T, Message Id: MSG51724442, [Click Here](#)

No recent chats
[Start a new one](#)

“Clique” para acessar a plataforma "Ariba Commerce Cloud" e inscreva-se ou faça o login

Registro do fornecedor



Fornecedor pode se registrar ou fazer login com suas credenciais

The screenshot shows the Ariba Sourcing user interface. At the top left, the header reads "Ariba Sourcing". Below the header, a welcome message says "Welcome, venkata prathi". A yellow banner contains the text "Have a question? Click here to see a Quick Start guide." Below this, a message states "Welcome to the Ariba Network. Takeda - TEST has invited you to a sourcing event." Two buttons are visible: "Sign up" and "Log in". A red callout box points to the "Sign up" button with the text: "Se esta é a primeira vez que você se registra, clique aqui e preencha as informações necessárias". Another red callout box points to the "Log in" button with the text: "Se você já é um usuário e quer rever as informações fornecidas, clique aqui e digite seu nome de usuário (e-mail) e senha". Below the buttons, there is a section titled "About Ariba Network" with a list of bullet points describing the benefits of the Ariba Network. On the right side of the interface, there is a "Help Center" sidebar with a search bar and a list of help articles, including "Why do I get this message on the SAP Ariba Login page: 'The username and password pair you entered was not found?'", "Why can't I access my event through the invitation?", "What are some common issues when registering an account?", "Supplier Basics (4:33)", "Can my company have multiple accounts?", "How to register as a supplier on Ariba Network", "Overview of Ariba Network (4:07)", "Introduction to Ariba Network", "How do I merge a new invitation account with an existing account?", "Training sessions with live Q&A", and "After you register". At the bottom of the sidebar, there is a button that says "Can't log in? Let us help you!".

Registro do fornecedor



Acesse a Central de Ajuda para obter mais informações sobre o “Ariba Commerce Cloud”

Ariba Sourcing

Welcome, venkata prathi

Have a question? Click here to see a Quick Start guide.

Welcome to the Ariba Network. **Takeda - TEST** has invited you to a sourcing event.

New to the Ariba Network? Sign up to register your user account. [Sign up](#)

Already have an account? [Log in](#)

About Ariba Network

The Ariba Network is your entryway to all your Ariba seller solutions. You now have a single location to manage all of your customer relationships and supplier activities regardless of which Ariba solution your customers are using. Once you have completed the registration, you will be able to:

- Respond more efficiently to your customer requests
- Work more quickly with your customers in all stages of workflow approval
- Strengthen your relationships with customers using an Ariba Network solution
- Review pending sourcing events for multiple buyers with one login
- Apply your Company Profile across Ariba Network, Ariba Discovery and Ariba Sourcing activities

Moving to the Ariba Network allows you to log into a single location to manage:

- All your Ariba customer relationships
- All your event actions, tasks and transactions
- Your profile information
- All your registration activities
- Your contact and user administrative tasks

Help Center

Search...

- Why do I get this message on the SAP Ariba Login page: "The username and password pair you entered was not found"?
- Why can't I access my event through the invitation?
- What are some common issues when registering an account?
- Supplier Basics (4:33)
- Can my company have multiple accounts?
- How to register as a supplier on Ariba Network
- Overview of Ariba Network (4:07)
- Introduction to Ariba Network
- How do I merge a new invitation account with an existing account?
- Training sessions with live Q&A
- After you register

[View more](#)

Can't log in? Let us help you!

Documentation Support

Registro do fornecedor



Processo de registro do fornecedor

Ariba Sourcing



Welcome, venkata prathi

Have a question? [Click here to see a Quick Start guide.](#)

Welcome to the Ariba Network. **Takeda - TEST** has invited you to a sourcing event.

New to the Ariba Network? Sign up to register your user account.

[Sign up](#)

Clique em "Sign Up" para se Registrar

Already have an account?

[Log in](#)

About Ariba Network

The Ariba Network is your entryway to all your Ariba seller solutions. You now have a single location to manage all of your customer relationships and supplier activities regardless of which Ariba solution your customers are using. Once you have completed the registration, you will be able to:

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- Your profile information
- All your registration activities
- Your contact and user administrative tasks

Registro do fornecedor



Preencha as informações correspondentes à sua empresa

Ariba Sourcing

Create account

Create account and continue

Cancel

First, create an SAP Ariba supplier account, then complete questionnaires required by Takeda - TEST.

Company information

Company Name: *

Country: * ▼

Address: *

City: *

State: * ▼

Zip: *

* Indicates a required field

If your company has more than one office, enter the main office address. You can enter more addresses such as your shipping address, billing address or other addresses later in your company profile.

Alterar os detalhes da sua empresa, se necessário

Registro do fornecedor



Processo de criação de usuário e senha

User account information

Name: *

Email: *

Use my email as my username

Username: *

Password: *

Language: ▼

Email orders to: *

* Indicates a required field

Ariba Privacy Statement

Must be in email

Must contain a n
numbers ⓘ

Crie um usuário (você pode usar seu e-mail como usuário) e uma senha

The language used when Ariba sends you configurable notifications. This is different than your web b...

Customers may send you orders through Ariba Network. To send orders to multiple contacts in your organization, create a distribution list and enter the email address here. You can change this anytime.

Tell us more about your business ►

Ariba will make your company profile, which includes the basic company information, available for new business opportunities to other companies. If you want to hide your company profile, you can do so anytime by editing the profile visibility settings on the Company Profile page after you have finished your registration. By clicking the Create account and continue button, you expressly acknowledge and give consent to Ariba for your data entered into this system to be transferred outside the European Union, Russian Federation or other jurisdiction where you are located to Ariba and the computer systems on which the Ariba services are hosted (located in various data centers globally), in accordance with the Ariba Privacy Statement, the Terms of Use, and applicable law.

You have the right to access and modify your personal data from within the application, by contacting the Ariba administrator within your organization or Ariba, Inc. This consent shall be in effect from the moment it has been granted and may be revoked by prior written notice to Ariba. If you are a Russian citizen residing within the Russian Federation, You also expressly confirm that any of your personal data entered or modified in the system has previously been captured by your organization in a separate data repository residing within the Russian federation.

I have read and agree to the [Terms of Use](#) and the [Ariba Privacy Statement](#)

Create account and continue

Cancel

Registro do fornecedor



Após preenchimento das informações, leia e aceite os termos de uso e clique em criar e continuar

Name: *

Email: *

Use my email as my username

Username: *

Password: *

Language: ▼

Email orders to: *

Ariba Privacy Statement

Must be in email format(e.g john@newco.com) ⓘ

Must contain a minimum 8 characters including letters and numbers. ⓘ

The language used when Ariba sends you configurable notifications. This is different than your web b...

Customers may send you orders through Ariba Network. To send orders to multiple contacts in your organization, create a distribution list and enter the email address here. You can change this anytime.

Tell us more about your business ▶

Selecione a caixa de verificação para aceitar os termos e condições.

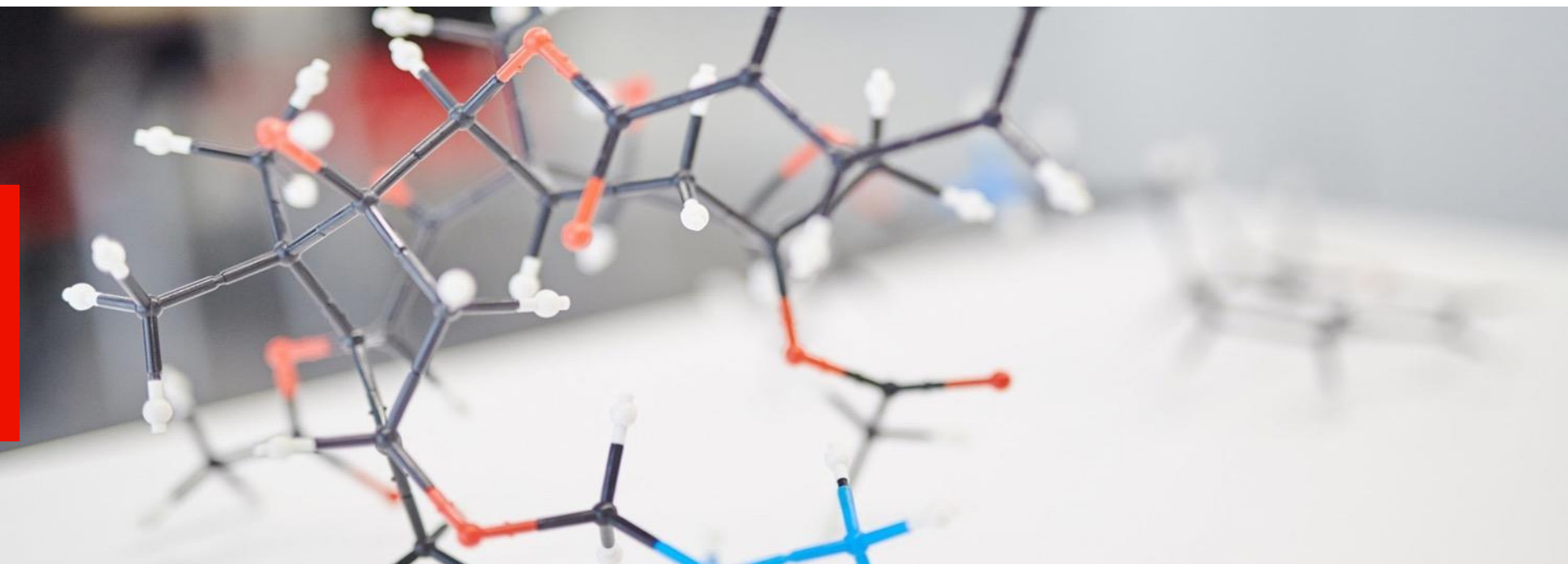
You have the ability to access and modify your personal data from within the application, by contacting the Ariba administrator within your organization or Ariba, Inc. This consent shall be in effect from the moment it has been granted and may be revoked by prior written notice to Ariba. If you are a Russian citizen residing within the Russian Federation, you also hereby confirm that any of your personal data entered or modified in the system has previously been captured by your organization in a separate data repository residing within the Russian Federation.

I have read and agree to the [Terms of Use](#) and the [Ariba Privacy Statement](#)

“Clique” aqui para ver os “Termos de Uso”

“Clique” aqui para ver os “Acordos de Privacidade”

Clique em **Create account and continue.**



Lição 2: Preenchimento de questionário do fornecedor

Questionário de Fornecedores



Acesso aos questionários de fornecedores

Ariba Sourcing Test Mode Company Settings venkata prathi Help Center

TAKEDA - TEST

There are no matched postings.

Welcome to Takeda Test Ariba Site!!!

Events

Title	ID	End Time ↓	Event Type
No items			

Registration Questionnaires

Title	ID	End Time ↓	Status
▼ Status: Open (1)			
Supplier Profile Questionnaire New	Doc1279221121	3/19/2019 6:19 PM	Registered

Qualification Questionnaires

Title	ID	End Time ↓	Commodity	Regions	Status
▼ Status: Open (1)					
Supplier qualification questionnaire	Doc1279243816	4/18/2018 6:22 PM	Chemicals CP29_04	US United States	Qualification Started

Tasks

Name	Status	Due Date	Completion Date	Alert
No items				

“Clique” aqui para acessar o questionário de Standard Due Diligence e completar o perfil da sua empresa

“Clique” aqui para preencher o questionário de qualificação de sua empresa (se aplicável)

Questionário de Fornecedores



Preencha as informações solicitadas correspondentes à sua empresa

Go back to Takeda - TEST Dashboard

Desktop File Sync

Time remaining 00:17:04

Console Doc1279243773 - Supplier Profile Questionnaire New

All Content

Supplier Registration

Supplier Information

Supplier information

1.1 Legal Entity Name

1.2 Main Address

1.3 PO Box

VP Test Supplier 0019

Show more

Street: Takeda Pky House Number:

Street 2:

Street 3:

District:

Postal Code: 60015 City: Deerfield

Country: United States (US) Region: Illinois (IL)

Preencha todas as informações necessárias.

Você deve preencher as seguintes informações:

- Nome da pessoa jurídica
- Endereço principal
- Telefone Principal

Liste o nome da empresa-mãe da sua organização, se aplicável, e de qualquer empresa relacionada (se houver uma empresa-mãe e filiais da mesma empresa, eles devem ser colocados neste campo)

1.1.5 Fax Number

1.1.6 List the name of your organization's parent company, if applicable and any affiliates

Mensagens do evento
Detalhes do evento
Histórico de respostas
Equipe de resposta

▼ Conteúdo do evento
Todo o conteúdo
1 Supplier Registration

Você enviou uma resposta para este evento. Obrigado pela participação.

Revisar resposta ⓘ

Supplier Registration (Seção 1 de 1)

Nome ↑

▼ 1.2 Classificação de diversidade do fornecedor Menos... ▾

Responda a estas perguntas, que usamos para ajudar a manter uma base de fornecedores diversificada e também em conformidade com os requisitos de informação e a legislação sobre diversidade.

1.2.1 Sua empresa está sediada nos Estados Unidos?	Sediada fora dos EUA
1.2.2 A sua empresa é pequena ou média empresa (SME - menos de 250 funcionários) ou de propriedade de mulheres (mais de 50% do capital acionário retido por mulheres)?	Small or Micro Enterprise [D41]
1.2.10 Will the supplier manage any fee-for-service activity for Takeda that involves healthcare professionals or hospitals (e.g. meetings, research activities, consulting and/or advisory arrangements, clinical trials, educational or investigator grants or travels and/or meal related expenses)?	Não
1.2.11 Is the supplier owned in whole or in part by a healthcare professional (excluding publicly traded entities in which a healthcare professional holds stock)?	Não

▼ 1.3 Código de Conduta dos Fornecedores da Takeda Menos... ▾

É condição, para fazer negócios com a Takeda, que todos os fornecedores leiam, entendam e reconheçam o nosso Código de Conduta do Fornecedor. Preencha esta seção para demonstrar que fez isso.

- Nessa etapa devem ser respondidas as perguntas referentes à Diversidade da sua empresa (se a empresa possui sede nos EUA)
- Se a sua empresa é de pequeno, médio ou grande porte e etc.

Código de Conduta de Fornecedores

Mensagens do evento
Detalhes do evento
Histórico de respostas
Equipe de resposta

▼ Conteúdo do evento
Todo o conteúdo

1 Supplier Registration

Você enviou uma resposta para este evento. Obrigado pela participação.

Revisar resposta ⓘ

Supplier Registration (Seção 1 de 1)

Nome ↑	
1.2.11 Is the supplier owned in whole or in part by a healthcare professional (excluding publicly traded entities in which a healthcare professional holds stock)?	Não
▼ 1.3 Código de Conduta dos Fornecedores da Takeda Menos... -	
É condição, para fazer negócios com a Takeda, que todos os fornecedores leiam, entendam e reconheçam o nosso Código de Conduta do Fornecedor. Preencha esta seção para demonstrar que fez isso.	
1.3.1 Você leu e entendeu o Código de Conduta do Fornecedor da Takeda? Leia a última versão do Código de Conduta do Fornecedor da Takeda aqui: http://www.takeda.com/company/suppliers/codeofconduct.html Responder "Sim" a essa pergunta constitui a sua confirmação do Código de Conduta do Fornecedor da Takeda.	Sim
1.3.2 Nome da pessoa autorizada que está confirmando o Código de Conduta do Fornecedor da Takeda em nome da organização.	Carlos Neri
1.3.3 Essa pessoa autorizada declara a confirmação do Código de Conduta do Fornecedor da Takeda?	Sim
1.3.4 Cargo na organização da pessoa que está confirmando o Código do Fornecedor da Takeda em nome da organização.	TBS

Nessa etapa LEIA o Código de Conduta do Fornecedor e dê o “ACEITE” no sistema.

1.4 Standard Due Diligence

1.4.1 Please select your company's ownership structure. Private

Instructions: Please review the below definitions when selecting your ownership structure.

- Listed - company whose shares are traded on an official stock exchange
- State Owned - company that is owned by the government and partakes in commercial activities on the government's behalf
- Private - company which does not offer or trade its company stock (shares) to the general public on an official stock exchange

1.4.2 Does your company have any past or current potential conflicts of interest with Takeda or its employees involved with the performance of your products/services? No

Selecione a opção que melhor se enquadra ao seu negócio

▼ 1.5 Operations

Please provide accurate information on any facilities that are likely to be working with Takeda. This enables us to assess priority and assign the relationship to the right team members within Takeda.

1.5.1 Please list all commercial office addresses that are likely to be working with Takeda. Instructions: For each supplier address, please specify the street, city, state/region/province, postal code and country. Please separate multiple addresses with a semicolon. Example: 1 John Doe Hwy, Anywhere, Massachusetts 60015, USA

1.5.2 Please list all supplier manufacturing facility address that are likely to be supplying product to Takeda. Instructions: For each supplier address, please specify the street, city, state/region/province, postal code and country. Please separate multiple addresses with a semicolon. Example: 1 John Doe Hwy, Anywhere, IL 60015, USA

1.5.3 Will your organization rely on subcontractors to fulfill any of the goods or services anticipated in providing the goods or services to Takeda? No

1.5.5 Do any of these apply to you? Not Applicable

1.5.8 Do you conduct animal testing in connection with products or services supplied to Takeda? No

Nessa etapa você deve preencher as informações correspondentes às suas operações

Questionário de Fornecedores



Informações de Identificação Fiscal e Dados Bancários

1.6 Supplier Order and Tax Details

We are requesting additional details to setup your company for doing transactional business with

1.6.1 Provide atleast one of the following Tax Identifications for the supplier

Tax or VAT

1.6.3 Tax Details

Tax Name	Tax Type	Tax Number
Brazil: Municipal Tax Number	Organization	
Brazil: CNPJ Number	Organization	
Brazil: State Tax Number	Organization	

1.6.4

Please attach a copy of your Tax or VAT registration document.

Note: If you are registering your company with one of the US legal entities, you are required to submit a valid tax form such as W-9 (Domestic TIN), W-8BEN (Foreign Individual, Not Personal Services), W-8BEN-E (Foreign Entity) or Form 8233 (Foreign Individual Personal Services). To assist with your selection and completion of a proper tax form, please click on the following link and obtain the respective instructions stored under Federal Tax Documents. The registration cannot be approved without the appropriate tax form containing your legal business name, signature and date

[172.95 kb KV_BeProcurement_EN-02 v1.png](#)

Municipal Tax Number – Numero da sua inscrição municipal (se aplicável)
CNPJ Number – Número do seu CNPJ
State Tax Number – Número da sua inscrição estadual (se aplicável)
Você também deve anexar a cópia do seu Cartão CNPJ

- **Nos campos acima você deve informar:**
- Municipal Tax Number – Numero da sua inscrição municipal (se aplicável)
- CNPJ Number – Número do seu CNPJ
- State Tax Number – Número da sua inscrição estadual (se aplicável)
- Você também deve anexar a cópia do seu Cartão CNPJ

TODOS OS CAMPOS DEVEM SER PREENCHIDOS SEM ACENTUAÇÃO E/OU CARACTER ESPECIAL

Questionário de Fornecedores



Informações de Identificação Fiscal e Dados Bancários

1.6.4

Please attach a copy of your Tax or VAT registration document.

Note: If you are registering your company with one of the US legal entities, you are required to submit a valid tax form such as W-9 (Domestic TIN), W-8BEN (Foreign Individual, Not Personal Services), W-8BEN-E (Foreign Entity) or Form 8233 (Foreign Individual Personal Services). To assist with your selection and completion of a proper tax form, please click on the following link and obtain the respective instructions stored under Federal Tax Documents. The registration cannot be approved without the appropriate tax form containing your legal business name, signature and date.


<https://mytakeda.sharepoint.com/teams/suppliercollab/supplier%20resources/forms/allitems.aspx>

1.6.5 Preferred method of Purchase Order communication

Email (INT)

1.6.6 PO Communication Email Address

vitor.fedel@takeda.com

 172.95 kb KV_BeProcurement_EN-02 v1.png

Nesse campo você deve informar o e-mail para recebimento dos Pedidos de Compra da Takeda.

Questionário de Fornecedores



Informações de Identificação Fiscal e Dados Bancários

1.7 Remittance Information

1.7.1 Payment Type Campo não aplicável para Brasil. Colocar NÃO Nessa etapa, você deve informar qual o método de pagamento preferido. Ex: Transferencia bancaria, boleto e etc. Transfer

1.7.3 Is the Remittance Address different than main address? No

1.7.5 Remit To Email Address

1.7.6
Please provide one of the following: a)Banking information on your Company Letterhead or b)Bank Letter or c)partial bank statement confirming the ownership for a provided bank account number (only bank account number and bank account holder information is needed).

1.7.8
Please attach required documentation to validate payment set-up.

Anexar Cópia dos dados bancários (Folha de Cheque)

172.95 kb KV_BeProcurement_EN-02 v1.png

Questionário de Fornecedores



Dados Bancários

1.7.9 Provide Bank Details. **Note: Refer the attached guidelines for providing bank details**

714.25 kb [AribaSLP_Supplier Bank details.pdf](#)

- Bank Type
- Bank ID
- Country
- Bank Name
- Bank Branch
- Street
- City
- State/Province/Region
- Postal code
- Account holder name
- Bank key/ABA routing number
- Account number
- IBAN number
- SWIFT
- Bank account type

Bank ID – Número do Banco + Dígito (Ex.: 3417 – ITAU; 2372 BRADESCO)
Country – País
Bank Name – Nome do Banco (Ex.: ITAU)
Bank Branch – Número da Agencia sem o dígito
Street / City / State / Region / Postal Code – Endereço do Banco
Bank Key/ABA routing number – Numero do Banco(3 dígitos) + dígito do banco (1dígito)+ número da agencia (4 dígitos) (Ex.: banco Itaú Agencia 0001 Bank key= 34170001)
Account Number - Número da Conta Bancária
IBAN / SWIFT – Não aplicável para o Brasil incluir um “0”

Questionário de Fornecedor



Revisar informações e submeter

Ariba Sourcing Test Mode

TAKEDA - TEST

1 Supplier Information

2 Supplier Diversity C...

3 Supplier Code of Con...

1.2 Main Address

1.3 PO Box

1.4 Main Telephone Number

1.5 Contact Telephone Number, if different from the above.

1.6 Fax Number

1.7 Contact Email Address

1.8 List the name of your organization's parent company, if applicable and any affiliates

2 Supplier Diversity Classification

Please complete these questions which we use to help maintain a diverse supplier base, and also in compliance with diversity legislation and reporting requirements.

(*) indicates a required field

Submit Entire Response | Save | Compose Message | Excel Import

There is 1 problem that requires completion or correction in order to complete your request.

Use Number: 1001

Street 2:

Street 3:

District:

Postal Code: City:

Country: Region:

You need to provide an answer to Question 1.4, 'Main Telephone Number'.

O sistema não permitirá a submissão se as informações estiverem incompletas ou sem preenchimento

Questionário de Fornecedor



Revisar informações e submeter

Ariba Sourcing Test Mode

TAKEDA - TEST

▼ 3 Supplier Code of Conduct Less... -

It is a condition of business with Takeda that all suppliers should read, understand and acknowledge our Supplier Code of Conduct. Please complete this section to demonstrate that you have done so.

3.1 Have you read and understood Takeda's Supplier Code of Conduct? An answer of "yes" to this questions constitutes your Company's acknowledgement of Takeda's Supplier Code.

Please review the latest version of Takeda's Supplier Code of Conduct here:
<http://www.takeda.com/company/suppliers/codeofconduct.html>

3.3 Please attach a signed copy of Supplier Code of Conduct acknowledgement form. [Attach a file](#)

3.4 Name of authorized individual acknowledging the Takeda Supplier Code of Conduct on behalf of the organization.

3.5 Does this authorized individual attest to the acknowledgement of Takeda's Supplier Code of Conduct?

3.6 Position within the organization of the individual acknowledging the Takeda Supplier code of behalf of the organization

(*) indicates a required field

Submit Entire Response

Save

Compose Message

Excel Import

Enviar resposta completa

Salvar p/ uso posterior

Compôr mensagem



venkata.prathi (vp1testsupplier04032@test.com) last visited 3 Apr 2018 10:09:04 AM VP Test supplier 04-032 AN01401629267-T
[Data Policy](#) [Security Disclosure](#) [Terms of Use](#)

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Questionário de Fornecedor



Compor mensagem

Ariba Sourcing Test Mode ☰

TAKEDA - TEST

▼ 3 Supplier Code of Conduct Less... [-]

It is a condition of business with Takeda that all suppliers should read, understand and acknowledge our Supplier Code of Conduct. Please complete this section to demonstrate that you have done so.

3.1 Have you read and understood Takeda's Supplier Code of Conduct? An answer of "yes" to this questions constitutes your Company's acknowledgement of Takeda's Supplier Code.

Please review the latest version of Takeda's Supplier Code of Conduct here:
<http://www.takeda.com/company/suppliers/codeofconduct.html>

3.3 Please attach a signed copy of Supplier Code of Conduct acknowledgement form. [Attach a file](#)

3.4 Name of authorized individual acknowledging the Takeda Supplier Code of Conduct on behalf of the organization.

3.5 Does this authorized individual attest to the acknowledgement of Takeda's Supplier Code of Conduct?

3.6 Position within the organization of the individual acknowledging the Takeda Supplier code of behalf of the organization

(*) indicates a required field

[Submit Entire Response](#) [Save](#) [Compose Message](#) [Excel Import](#)

Caso seja necessário, envie mensagem para a equipe de apoio da Takeda se tiver dúvidas relacionadas com o Questionário de Registro de fornecedor Takeda específico.



venkata.prathi (vp)testsupplier04032@tes

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Questionário de Fornecedor



Compor Mensagem

Ariba Sourcing Test Mode Company Settings venkata prathi Help Center

< Go back to Takeda - TEST Dashboard Desktop File Sync

Compose New Message Send Cancel

From: VP Test Supplier 0319 (venkata prathi)
To: Project Team
Subject:
Attachments: [Attach a file](#)

Hi Team,
Could you Please confirm the Payment terms.
Regards
Test Supplier

Introduza os detalhes da mensagem.

Clique em Send para enviar a mensagem a equipe de Projeto da Takeda.

Send Cancel

Questionário de Fornecedor



Monitorar o estado o seu registro

Ariba Sourcing Test Mode Company Settings venkata prathi Help Center

TAKEDA - TEST

There are no matched postings.

Welcome to Takeda Test Ariba Site!!!

Events

Title	ID	End Time ↓	Event Type
No items			

Registration Questionnaires

Title	ID	End Time ↓	Status
▼ Status: Completed (1)			
Supplier Profile Questionnaire New	Doc127922		Pending Approval

Qualification Questionnaires

Title	ID	End Time ↓	Co	Status
No items				

Tasks

Name	Status	Due Date	Completion Date	Alert
No items				

Monitorar o estado de aprovação do seu registro

Informações adicionais



Caso seja necessário maiores informações, você receberá um novo e-mail conforme abaixo

COMPOSE

Inbox (132)

Starred

Sent Mail

Drafts (1)

IRS VERIFY

More ▾

VENKATA ▾ +

No recent chats
Start a new one

Action needed: Provide additional registration information to Takeda - TEST Inbox x

Takeda Global Procurement <no-reply@ansmtp.ariba.com>
to me ▾

9:12 PM (3 minutes ago) ☆ ↶ ▾

Additional registration information needed.
Takeda - TEST reviewed your registration information and needs the additional information described in the comments below.
Comments: Please Submit updated Tax form
To provide the additional information that Takeda - TEST needs, [Click Here](#) to go to the registration questionnaire.

Receber e-mail da equipe Takeda para enviar informações adicionais com detalhes.

Clique aqui para iniciar sessão no Ariba Commerce Cloud.

Ariba, Inc. [3420 Hillview Ave, Palo Alto, CA 94304, USA](#)

[Data Policy](#)
|
[Contact Us](#)
|
[Customer Support](#)

Informações adicionais



Site de comunicação – Home

Ariba Sourcing

SAP Ariba Proposals and Questionnaires

SAP Ariba

Acesso do fornecedor

Nome de usuário

Senha

Acessar

[Esqueci o nome de usuário ou a senha](#)

Acesse o portal do fornecedor e inclua o login e senha criado anteriormente

Informações adicionais



Ariba Sourcing Test Mode Company Settings venkata prathi Help Center

Go back to Takeda - TEST Dashboard Desktop File Sync

Console Doc1318987450 - Supplier Profile Questionnaire Time remaining: 364 days 23:44:24

You have submitted a response for this event. Thank you for participating.

[Revise Response](#)

Clique em Revise Response.

All Content

Name 1	
1 Supplier Information	
Supplier Information	
1.1 Legal Entity Name	Test Supplier 0429
1.2 Legal Entity Name 2	
1.3 Main Address	Show More Street: Takeda Pky ⓘ House Number: ⓘ Street 2: ⓘ Street 3: ⓘ District: ⓘ Postal Code: 60015 ⓘ City: Deerfield ⓘ Country: United States (US) ⓘ Region: Illinois (IL) ⓘ
1.4 PO Box	
1.5 Main Telephone Number	1234567895
1.6 Contact Telephone Number, if different from the above.	
1.7 Fax Number	
1.8 Contact Email Address	aribaslp@gmail.com
1.9 List the name of your organization's parent company, if applicable and any affiliates	

Informações adicionais



Como responder ao pedido de mais informações

Ariba Sourcing

Go back to Takeda - TEST Dashboard

Company Settings | venkata prathi | Help Center >>

Desktop File Sync

Console | Doc1318987450 - Supplier Profile Questionnaire

Time remaining: 364 days 23:43:27

Event Messages
Event Details
Response History
Response Team

▼ Event Contents

- All Content
- 1 Supplier Information
- 2 Supplier Diversity C...
- 3 Supplier Code of Con...
- 6 Supplier Order and T...

All Content

Name ↑	
Please review the latest version of Takeda's Supplier Code of Conduct here: http://www.takeda.com/company/suppliers/codeofconduct.html	
3.2 Please attach a signed copy of Supplier Code of Conduct acknowledgement form.	Attach a file
3.3 Name of authorized individual acknowledging the Takeda Supplier Code of Conduct on behalf of the organization.	* Test
3.4 Does this authorized individual attest to the acknowledgement of Takeda's Supplier Code of Conduct?	* Yes
3.5 Position within the organization of the individual acknowledging the Takeda Supplier code of behalf of the organization	* Test
▼ 6 Supplier Order and Tax Details More... +	
6.1 Will you provide TAX or VAT or Both?	* <input checked="" type="checkbox"/> Tax ID <input type="checkbox"/> VAT <input type="checkbox"/> None
6.2 Tax Registration Number	1234567898
6.4 Please attach a copy of your Tax or VAT registration document.	* 73906.docx - Update file Delete file
6.5 Preferred method of Purchase Order	* Email (EML) ↓
6.6 PO Communication Email Address	* aribaslp@gmail.com
▼ 6.7 Payment Method Information	
6.7.1 Payment Type	* (T) ↓
6.7.2 Bank Account Number	* 1234567885
6.7.3 Bank Routing Number / Bank Key	* 8544558
6.7.4 Bank Name	

Atualize os detalhes necessários
Exemplo – Anexar alguma documentação, se solicitado.

Informações adicionais



Como responder ao pedido de mais informações

▼ 1 Supplier Information More... +

▼ Event Contents

All Content

1 Supplier Information

2 Supplier Diversity C...

3 Supplier Code of Con...

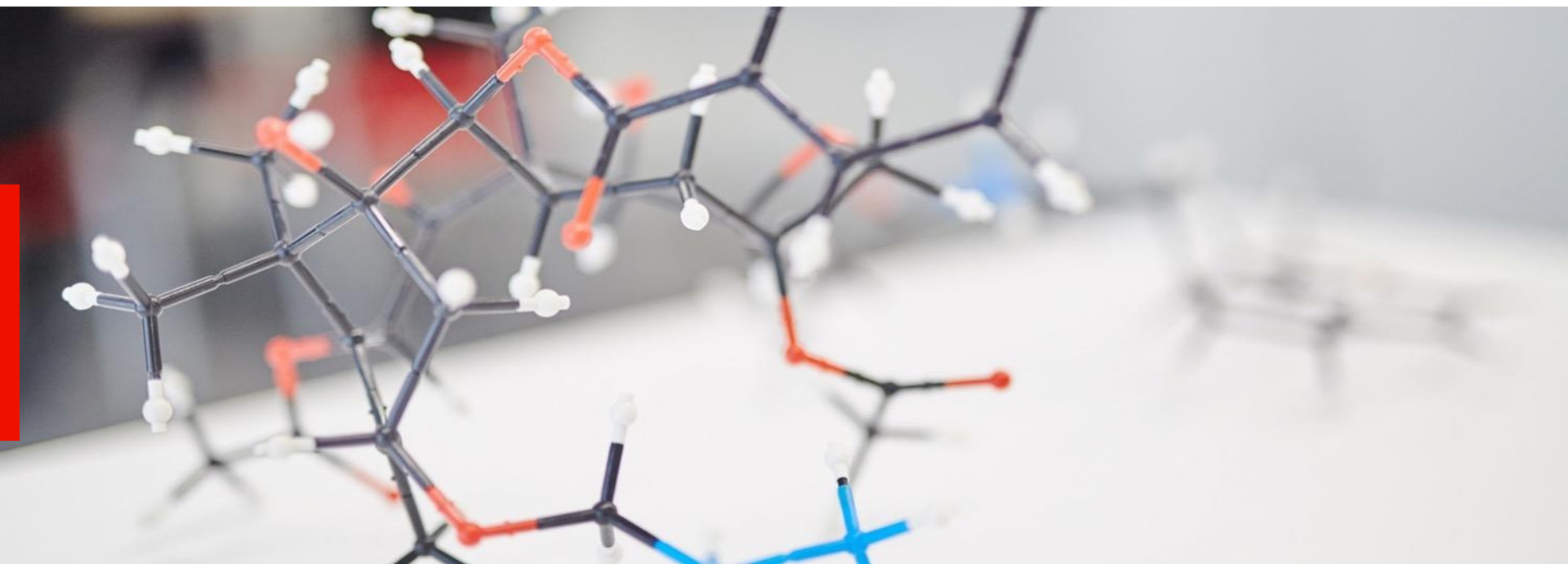
6 Supplier Order and T...

1.1 Legal Entity Name	* Test Supplier 0429
1.2 Legal Entity Name 2	
1.3 Main Address	Show More Street: Takeda Pky ⓘ House Number: ⓘ Street 2: ⓘ Street 3: ⓘ District: ⓘ Postal Code: 60015 ⓘ City: Deerfield ⓘ Country: United States (US) ⓘ Region: Illinois (IL) ⓘ
1.4 PO Box	
1.5 Main Telephone Number	* 1234567895
1.6 Contact Telephone Number, if different from the above.	
1.7 Fax Number	
1.8 Contact Email Address	* aribaslp@gmail.com
Organization's parent company, if applicable and any affiliates	
2.1 Is your company headquartered in the United States?	* US Based ▼

(*) indicates a required field

Submit Entire Response | Reload Last Bid | Save | Compose Message | Excel Import

Clique em Submit Entire Response.



Lição 3: Definições da conta (Opcional – Pós-Registro)

Definições de Conta (Opcional)



Definições da conta

Ariba Sourcing Test Mode Company Settings venkata prathi Help Center >>

io back to Takeda - TEST Dashboard

Console Doc1266110687 - Supplier Registration Questionnaire

Event Messages
Event Details
Response History
Response Team

▼ Event Contents

- All Content
- 1 Supplier Information
- 2 Supplier Diversity C...
- 3 Supplier Code of Con...

All Content

Name ↑

▼ 1 Supplier Information Less... -

Supplier Information

1.1 Legal Entity Name

VP Te

+ Show M

Street: Takeda pky ⓘ House Number: 1002 ⓘ

Street 2: ⓘ

Street 3: ⓘ

District: ⓘ

Postal Code: 60015 ⓘ City: Deerfield ⓘ

Country: United States (US) ⓘ Region: Illinois (IL) ⓘ

1.3 PO Box 2563

1.4 Main Telephone Number * 408 874 5538

1.5 Contact Telephone Number, if different from the above. 4088745539

1.6 Fax Number

Clique aqui para ver ou modificar as informações da conta.

Contate o Administrador da Rede Ariba da sua empresa.

Definições de Conta (Opcional)



Contact Information

	Country	Area	Number	Extension
Phone: *	USA 1			
Address 1: *				
Address 2:				
Address 3:				
City: *				
State: *	Alabama			
Zip: *				
Country: *	United States [USA]			

Ver ou modificar informações de contato.

Contact Information Preferences

Click the following check box to hide all personal contact information in this section from other organizations, except organizations that you have a trading relationship with or any you have explicitly initiated or responded to with an intent to do business.

Hide my personal contact information.

You expressly acknowledge and give consent to Ariba for your data entered into this system to be transferred outside the European Union, Russian Federation or other jurisdiction where you are located to Ariba and the computer systems on which the Ariba services are hosted (located in various data centers globally), in accordance with the [Ariba Privacy Statement](#), the [Terms of Use](#), and applicable law. You have the right to access and modify your personal data from within the application or by contacting the Ariba administrator within your organization. This consent shall be in effect from the moment it has been granted and may be revoked by prior written notice to Ariba. If you are a Russian citizen residing within the Russian Federation, You also expressly confirm that any of your personal data entered or modified in the system has previously been captured by your organization in a separate data repository residing within the Russian federation.

Save

Close

Clique em Save.



venkata.prathi (vpctestsupplier12@test.com) last visited 12 Mar 2018 12:20:23 PM | VP Test Supplier 12 | AN0139990763-T

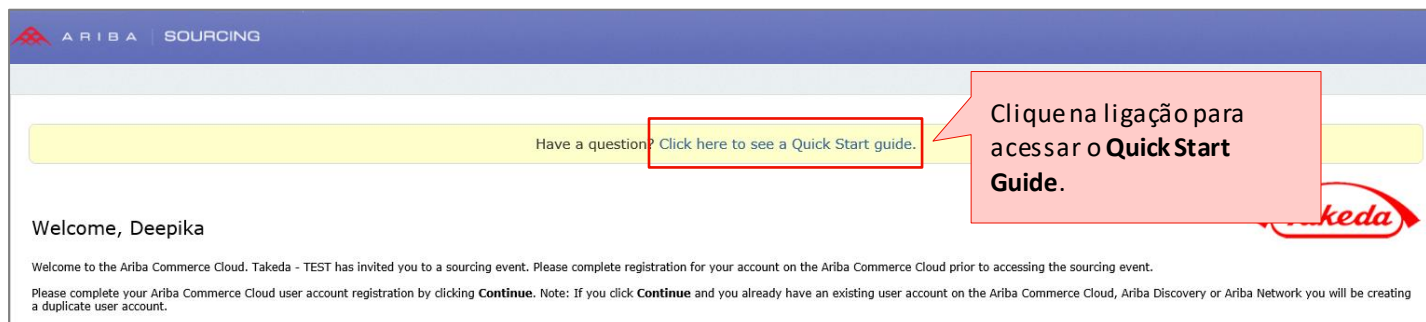
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Guia de Início Rápido



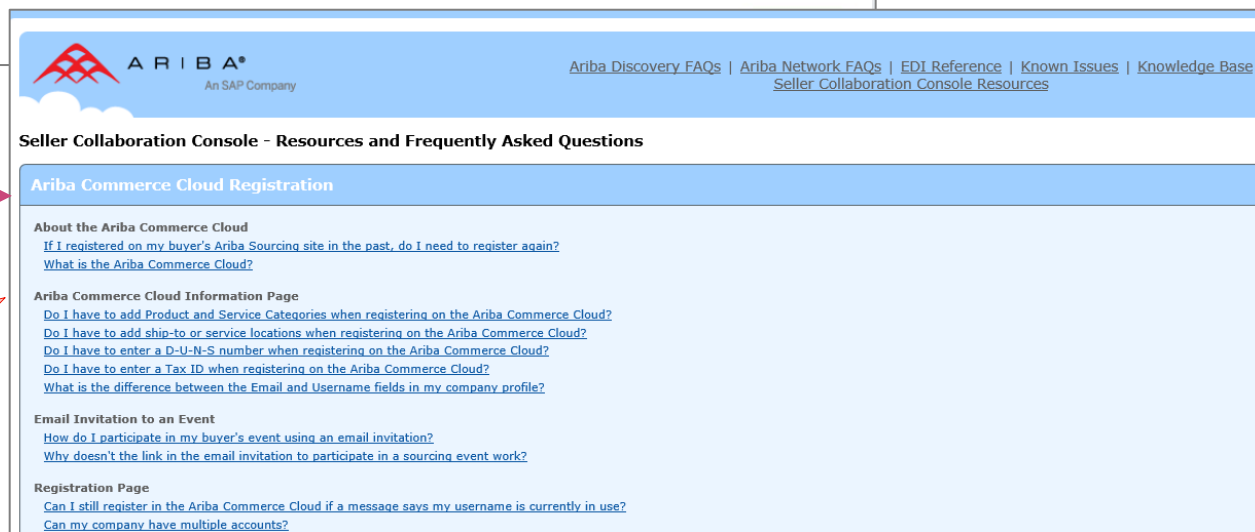
Se tiver perguntas adicionais sobre o processo de Registro Ariba, pode acessar à ligação Guia de Iniciação Rápida na página inicial do Ariba Commerce Cloud.



Clique na ligação para acessar o **Quick Start Guide**.



A página Ajuda Ariba consiste numa lista de Perguntas frequentes relacionadas com o processo de Registro.



*Se não conseguir acessar o Ariba ou tiver perguntas adicionais, contate **Ariba Support** para mais instruções.*

Guia de Início Rápido



Depois de concluir o processo de Registro, **pode** receber um pedido da Takeda para introduzir informações adicionais no Ariba. Irá receber uma notificação por e-mail, em tais casos. Para preencher as informações adicionais:

ARIBA | SOURCING

Test Mod Jane & Co AN01034998214-T

Takeda - TEST

Required Profile Fields
Your customer has requested that you complete the following information before they conduct business with you. Click **Go to Company Profile** to view requested information, you can begin participating in events.

Required Profile Fields From Takeda - TEST

- Customer Requested Fields

Go to Company Profile >

Inicie sessão na sua conta Ariba e clique na ligação **Go to Company Profile**.

Preencha o questionário de Qualificação e clique no botão **Submit**.

Takeda - TEST Requested Profile
* Indicates a required field

Your customer has specifically requested that you complete the following profile information. After you complete the requested profile information, click **Submit**. You can click **Save as Draft** to save any values you may have edited without sending the changes to your customer. Click **Discard Draft** to clear all the changes you have made and display the last values you successfully submitted to your customer.

Status: Submitted by DBPJ Co at 01/29/2016 03:42 PM

Discard Draft Save as Draft Submit

Changes you make below may be subject to approval before they are accepted.

Question

- 3 Registration Section
- 4 Standard Diligence Section
- 6 Enhanced Diligence Section

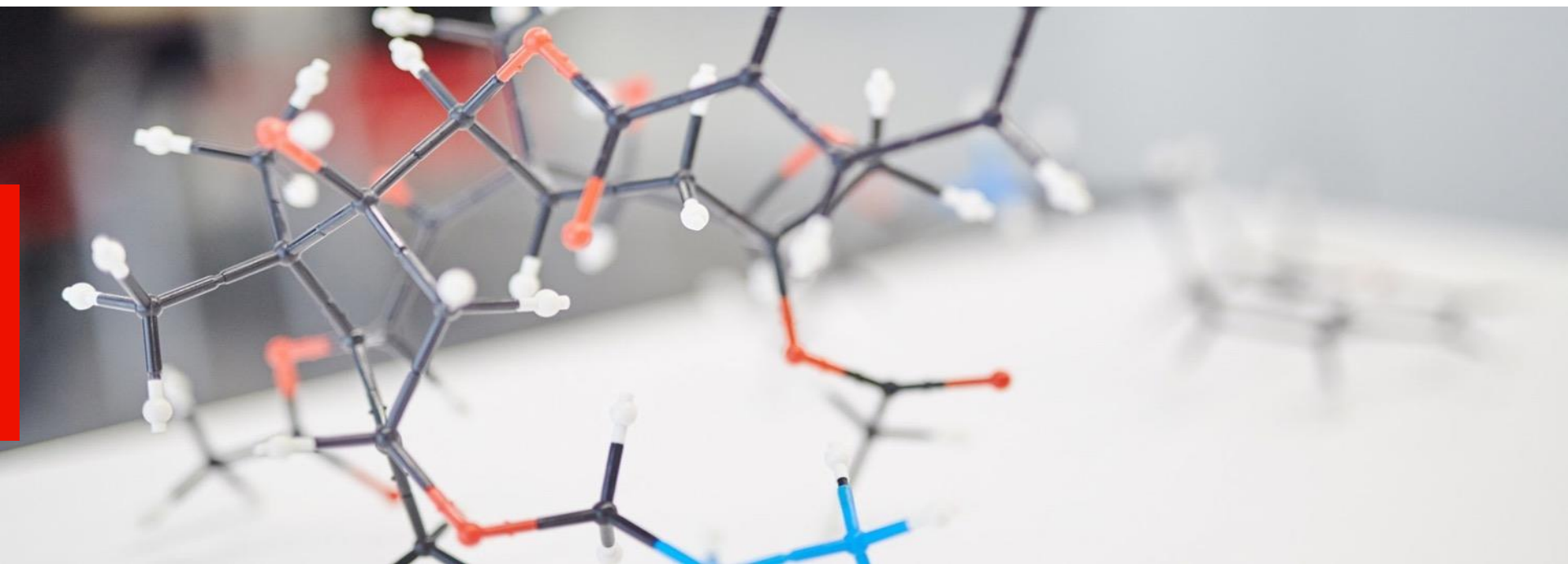
▼ **6.1 Qualification - Supplier to Complete**
This information needs to be entered as part of Takeda's qualification process.

▼ **6.1.7 Animal Welfare - Supplier to Complete**

6.1.7.2 Do you have AALAC accreditation at these sites? * Unspecified ▼

6.1.8 Please confirm that you have completed all of the required qualification information requested by Takeda. * Unspecified ▼

Discard Draft Save as Draft Submit



Centro de ajuda

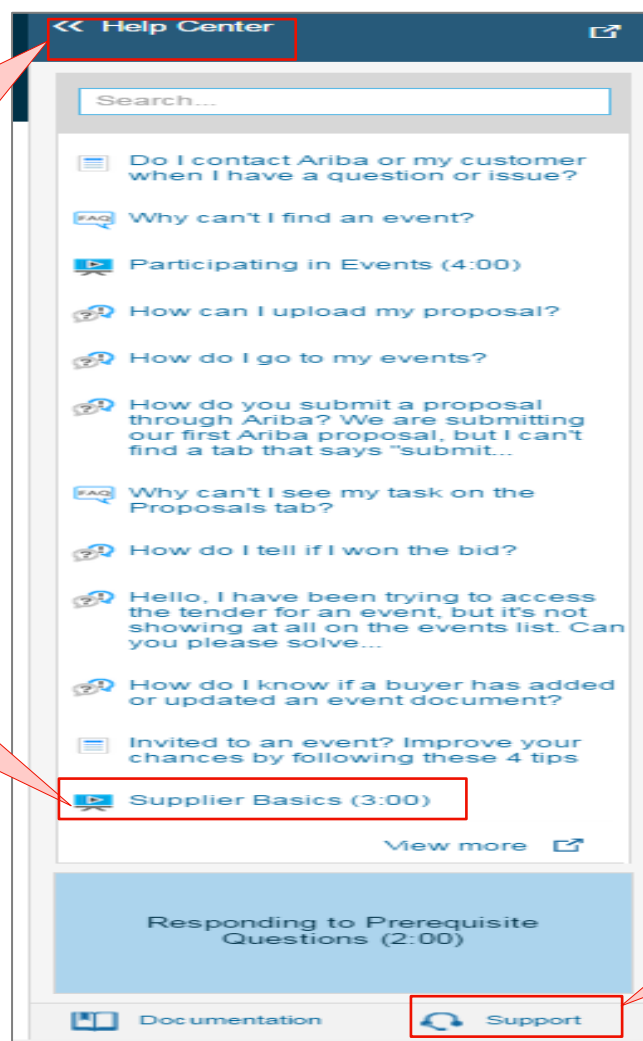
Registro do fornecedor – Opções do centro de ajuda



Para contactar o suporte técnico, tem de clicar em **Help Center** no canto superior direito.

Clicando em **Help Center**, irá apresentar uma lista de perguntas frequentes.

Também está disponível um pequeno vídeo para apresentar os fundamentos do fornecedor na gestão do seu Ariba.



Clicar **Support** irá apresentar o centro de Assistência Ariba abaixo e fornecer mais opções para receber ajuda do Ariba.

Registro do fornecedor – Opções do centro de ajuda



Esta captura de tela a seguir surgirá se clicar em **Support**.

Aproveite o campo de pesquisa para restringir o conteúdo para o qual está a procurar ajuda.

O Ariba pode fazer-lhe uma série de perguntas para ajudar a orientá-lo nos próximos passos com base na sua pesquisa.

Se for necessária assistência adicional, pode contactar a Ariba por e-mail, telefone.

Inscrever-se para webinars “ao vivo” pode ser útil, uma vez que proporcionaria uma sessão de grupo com Perguntas e Respostas “ao vivo” sobre tópicos chave que quer aprofundar para uma melhor compreensão do Ariba.

Perguntas frequentes



Existe uma forma de os fornecedores entrarem nas próprias ferramentas, sem serem convidados pela Takeda?

“Não. Os fornecedores não poderão registrar-se no ambiente Ariba da Takeda sem serem convidados por e-mail.”

Os fornecedores serão notificados se tiverem alguma ação pendente?

“Sim. Ao longo de todo o processo, os fornecedores serão notificados por e-mail e/ou os fornecedores serão contatados pela Takeda para informá-los sobre os próximos passos.”

Os fornecedores precisam de contatar a Takeda sempre que concluírem qualquer ação?

“Não. A Takeda será automaticamente notificada através de uma notificação do sistema. Não tem de contatar a Takeda individualmente.”

Durante o Registro no Ariba, em que idiomas os fornecedores poderão ver o conteúdo?

“Poderá obter o conteúdo padrão Ariba (Perfil do Ariba Cloud Commerce, notificações Ariba, etc.) no idioma para o qual o seu navegador web está definido. Também pode personalizar o seu idioma durante o Registro no Ariba. Os questionários enviados pela Takeda estarão disponíveis em idiomas selecionados.”

Porque é que a minha empresa precisa de se registar no Ariba?

“A Takeda escolheu esta plataforma para fornecedores de integração e para os envolver em várias fases de aquisição”

Qual é o tamanho máximo permitido para os anexos no questionário da Takeda?

“O tamanho máximo do ficheiro para o anexo é de 2 GB e apenas pode ser carregado um ficheiro. Se precisar de carregar vários ficheiros, feche-os e carregue-os como um ficheiro.”



Better Health, Brighter Future